

HOUSING AUTHORITY OF THE COUNTY OF BUTTE (HACB)
Board of Commissioners Meeting
2039 Forest Avenue, Chico, California 95928

MEETING AGENDA

November 19, 2020
2:00 p.m.

Coronavirus (COVID-19) Advisory Notice: The health and safety of Butte County residents and community members, public officials and employees is a top priority for the Housing Authority of the County of Butte and the Board of Commissioners.

Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, Board of Commissioners meetings will be closed to the public for the foreseeable future. Members of the Board of Commissioners and HACB staff will be participating either in person or via teleconference. The Board of Commissioners encourages members of the public to participate remotely from a safe location.

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/735146733>

Dial in instructions:

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If you have any trouble accessing the meeting agenda, or attachments; or if you are disabled and need special assistance to participate in this meeting, please email marysolp@butte-housing.com or call 530-895-4474 x.210. Notification at least 24 hours prior to the meeting will enable the Housing Authority to make a reasonable attempt to assist you.

NEXT RESOLUTION NO. 4798

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR
 - 3.1 Minutes for the meeting of October 15, 2020
Minutes for the Special Meeting of November 10, 2020

- 3.2 Checks written for:
 - 3.2.1 Accounts Payable (General) – \$369,250.80
 - 3.2.2 Accounts Payable (FLH) – \$629,018.26
 - 3.2.3 Landlords – \$1,206,616.35
 - 3.2.4 Payroll – \$124,829.40
- 3.3 Financial Statements
- 3.4 Section 8 Housing Choice Voucher Program
 - 3.4.1 SEMAP – Memo HUD COVID-19 Waiver
- 3.5 Property Vacancy Report
- 3.6 Public Housing
- 3.7 Construction Projects
- 3.8 Capital Fund Improvement Projects
- 3.9 Farm Labor Housing Report
 - 3.9.1 Letter - Mi CASA letter to the Board of Commissioners
 - 3.9.2 Email - What Home Means to Me Contest Finalist
- 3.10 HACB Owned Properties
- 3.11 Family Self Sufficiency
- 3.12 Rental Assistance Programs
- 3.13 Quarterly Investment Report/Reserves Analysis
- 4. CORRESPONDENCE
- 5. REPORTS FROM EXECUTIVE DIRECTOR
 - 5.1 Family Self-Sufficiency (FSS) – Family Self Sufficiency (FSS) Action Plan Update.
 Recommendation: Resolution No. 4798
 - 5.2 Public Housing Flat Rents – Adopt 2021 Flat Rents.
 Recommendation: Resolution No. 4799
 - 5.3 COVID-19 – Status Update.
 Recommendation: Information/Discussion

5.4 Strategic Asset Plan – Asset Repositioning Status Update.

Recommendation: Information/Discussion

5.5 Development Activity – Status Review

Recommendation: Information/Discussion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

11.1 Pursuant to California Government Code 54956.8: Conference with real estate negotiator.

Property located at: Evanswood Apartments, Oroville

11.2 Pursuant to California Government Code 54957.6: Conference with Labor Negotiators (Operating Engineer's Local No.3)

12. COMMISSIONERS' CALENDAR

- **Next Meeting – December 17, 2020**

13. ADJOURNMENT

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
BOARD OF COMMISSIONERS MEETING**

MEETING MINUTES OF October 15, 2020

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:32 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, this Board of Commissioner meeting observed "social distancing" protocols, and was conducted via teleconference, web-conference, and in person. Meeting notice and public participation was addressed consistent with the State Governor's COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for the Commissioners: Charles Alford, Kate Anderson, Laura Moravec, and David Pittman. Commissioners Alford, Moravec and Pittman attended in person, the balance by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Sue Kemp, Finance Director; Tamra Young, Administrative Operations Director; Marysol Perez, Executive Assistant; Jerry Martin, Modernization Coordinator; all in person, with the exception of Sue Kemp, Finance Director, who attended by means of web-conference.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Chair Moravec asked if we have a new FSS Coordinator, Executive Director Mayer replied that indeed we have a new coordinator; Javi Pinedo, who was promoted into the position from Section 8 Caseworker.

Commissioner Pittman moved that the Consent Calendar be accepted as presented. Commissioner Anderson seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

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5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Sufficiency (FSS) Graduate – Ms. Warren enrolled in the FSS program in February of 2016, her main goal was to secure employment, which she has successfully achieved, now working part-time with United Health Care. She has voluntarily exited the Section 8 program as of the end of September 2020, and takes with her an escrow balance of \$6,475.21.

RESOLUTION NO. 4791

Commissioner Anderson moved that Resolution No. 4791 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE SHEILA A. WARREN”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.2 1200 Park Avenue LP – This an affordable housing tax-credit partnership that nearing the end of its 15-year tax-credit compliance period. The Limited Partner (Alden Torch) is willing and interested in exiting the partnership. The transaction is considered an early out because we are engaging before the end of year 15 of the tax-credit compliance period. The end of 15 year will be December 312, 2020. It is proposed the HACB buy the Limited Partner interests from Alden Torch for \$250,000. The transaction has been negotiated, to the satisfaction of staff. Executive Mayer noted there was nothing unusual about the guarantee agreement, the HACB is guaranteeing the remaining tax-credit performance associated with the last of the 15-year compliance period. At the last meeting, the Board authorized the purchase and sell agreement’s negotiated cost. Adoption of Resolution No. 4792, approving the Purchase and Sale Agreement and supporting documents is recommended, to move forward with the transaction. Commissioner Pittman complimented the negotiation team as he feels they did a very good job.

RESOLUTION NO. 4792

Commissioner Anderson moved that Resolution No. 4792 be adopted by reading of title only: “AUTHORIZATION TO PURCHASE INVESTOR AND SPECIAL LIMITED PARTNER INTERESTS IN 1200 PARK AVENUE, L.P., A CALIFORNIA LIMITED PARTNERSHIP”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.3 COVID-19 (Coronavirus) – Contract presented for approval, being greater than \$50,000. Special funds received from HUD in the form of CARES Act monies, for COVID-19 response. Proposed are physical office improvements, designed to accomplish social distancing protocols and other safety improvements. Contract totals \$214,940. Staff requests approval for use of COVID-19 CARES ACT funds, with small (ineligible) portion paid by means of General Fund dollars. The work includes new hard flooring in the training room, painting publicly accessible walls to make it easier to clean, converting interview rooms with bullet proof glass partitions, installing ionization devices in building HVAC

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systems, and placement of ironwork security enclosures around exterior HVAC condenser units. Finance Officer Kemp discussed the total value vs. CARES Act budget allocations previously directed by the Board; HACB will be using \$60,000 from the General Fund.

RESOLUTION NO. 4793

Commissioner Pittman moved that Resolution No. 4793 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH HIGNELL INCORPORATED, DBA EXPERTS IN YOUR HOME FOR SAFETY AND SECURITY IMPROVEMENTS AT 2039 FOREST AVENUE, CHICO”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.4 HACB Write-Offs – Annually, HACB records vacated tenant balances for doubtful accounts, reducing the net tenant accounts receivable shown on the balance sheet. Finance Director Kemp reviewed the write-off amounts and informed that about \$32,000 was repair value of a fire-damaged unit that was attributable to the tenant. HACB did receive insurance proceeds, the cost of the damages were assigned to the tenant and are still collectible. If the tenant happens to re-pay the damages to HACB, Finance Director Kemp believes those funds would have to be repaid to the insurance company. FLH had larger balances than previous years. Other than the extraordinary fire event, the amount of bad debt is within normal order of magnitude. The bad debt is sent to collections; HACB pursues collection through the Butte County Collection Bureau.

RESOLUTION NO. 4794

Commissioner Pittman moved that Resolution No. 4794 be adopted by reading of title only: “WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.5 Chico Rancheria Housing Corporation – Proposed is a Memorandum of Agreement with Chico Rancheria Housing Corporation, the area Indian Housing Authority. The MOA provides for Chico Rancheria delivery of social services support and coordination to Housing Authority Public Housing households that include Native American household members. The MOA has been renewed several times through the years, each time Chico Rancheria re-ups their HUD ROSS Grant, providing for the services. HACB has identified fifteen (15) Public Housing households that have Native American members. The MOA involves no money, the HACB’s only obligation is to help identify and coordinate the services delivery.

RESOLUTION NO. 4795

Commissioner Anderson moved that Resolution No. 4795 be adopted by reading of title only:

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“MEMORANDUM OF AGREEMENT WITH CHICO RANCHERIA HOUSING CORPORATION AUTHORIZING APPLICATION FOR 2020 HUD ROSS SERVICE COORDINATOR FUNDS”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.6 2020 Multifamily Housing Pooled Revenue Bonds – The Authority’s financing work has led it to needing to develop and adopt a Debt Management policy. This is particularly relevant to the Authority’s use of public bond finance tools. The proposed policy applies specifically to multifamily bond policy, there no reason not to adopt policy as it stands – it was provided by our underwriter counsel, Julie Wunderlich, Jones Hall, San Francisco. Adoption of Resolution No. 4796 is recommended to help facilitate and support the issuance of bonds, scheduled to occur by December. The Authority seeks to further support its bond issuance with adoption of a companion Continuing Disclosure policy, by resolution immediately following. Commissioner Anderson commented this seemed like a pretty straight forward policy.

RESOLUTION NO. 4796

Commissioner Andersson moved that Resolution No. 4796 be adopted by reading of title only: “RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE ADOPTING DEBT POLICY”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.7 2020 Multifamily Housing Pooled Revenue Bonds – Continuing Disclosure policy, a companion policy to the Debt Management policy previously presented and recommended for adoption.

RESOLUTION NO. 4797

Commissioner Pittman moved that Resolution No. 4797 be adopted by reading of title only: “RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE ADOPTING DISCLOSURE POLICIES AND PROCEDURES”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.8 Strategic Asset Plan – Executive Director Mayer briefly provided a status update to Strategic Asset Plan. All energy is focused right now on bond issuance and restructuring of 1200 Park Avenue Apartments.
- 5.9 Development Activity – Executive Director provided a brief update regarding the current development activity in the area including spreadsheet with all current development projects in Butte and Glenn Counties. Chair Moravec suggested Butte County Board of Supervisors be aware of this activity. In addition, an architect was retained to schematically explore development of the Fogg Avenue property, specifically the application of “small houses” in building out the property. Three site plans were presented and discussed. Commissioners

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liked the first layout option presented. Modernization Coordinator Jerry Martin, was given direction to retain an architect/engineer to complete design development work, flushing out detail to the preliminary concept.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

- 9.1 Executive Director Compensation - Chair Moravec on behalf of the Board of Commissioners acknowledged Executive Director Mayer's twelve (12) years of service with the HACB. Feel very fortunate and blessed to have him at our helm. The Board of Commissioners authorized an \$8,000 one-time cash bonus. Executive Director Mayer expressed sincere gratitude and is very appreciative of the Board and his staff.

MOTION

Commissioner Pittman moved to authorize a \$8,000 one-time cash bonus. Commissioner Anderson seconded. The vote in favor was unanimous.

10. MATTERS INITIATED BY COMMISSIONERS

Chair Moravec received the Mi CASA newsletter, a fundraising letter. The student population is particularly challenged in the local school district under COVID-19 protocols. Chair Moravec inquired if the agency could help a little more than we have in the past. Executive Director Mayer and Deputy Executive Director Guanzon had just had a meeting with Kathy Mackenzie, Director of Mi CASA, to understand the challenges in program operations. Mi CASA has focused its attention on students that have parents that are unable to communicate with the teachers/school district, as they are illiterate in both Spanish and English, and bridging the communications gap and ensuring school work can be accomplished. Finance Director Kemp added that since the last time the HACB contributed to the program was in March, Mi CASA has not drawn down funds since. HACB staff will check in with Mi CASA to make sure they are taken care of. Commissioner Anderson added that based on what Finance Director Kemp said; funds are available right now that might not be available in the future. Board of

Commissioners are very supportive of the work Mi CASA provides to the children and families in the FLH community.

11. EXECUTIVE SESSION

Adjourned – 4:01 p.m.

Reconvened – 4:34 p.m.

- 11.1 Government Code 54956.8: Conference with real estate negotiator – direction was given to HACB staff regarding acquisition of properties located at Evanswood Apartments, Oroville. Present were all persons identified in the Roll Call with the exception of Jerry Martin, Modernization Coordinator.
- 11.2 Government Code 54957.6: Conference with Labor Negotiators (Operating Engineers Local No.3) – direction and authority was provided to staff regarding union negotiations. Present were all persons identified in the Roll Call with the exception of Jerry Martin, Modernization Coordinator.

12. COMMISSIONERS' CALENDAR

- **NAHRO National Conference (Digital) – November 17 – 18, 2020**
- **Next regular meeting – November 19, 2020.**

13. ADJOURNMENT

Commissioner Pittman moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 4:37 p.m.

Dated: October 15, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

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**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
BOARD OF COMMISSIONERS MEETING**

SPECIAL MEETING MINUTES OF November 10, 2020

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:04 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, This Board of Directors meeting observed "social distancing" protocols, and was conducted via teleconference and web-conference. Meeting notice and public participation was addressed consistent with the State Governor's COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for the Commissioners: Charles Alford*, Kate Anderson, Laura Moravec, Rich Ober, and David Pittman. Commissioner Pittman attended in person, the balance by means of web-conference.

**Commissioner Charles Alford arrived to the meeting at 2:15 pm, by means of web-conference.*

Present for the Staff: Ed Mayer, Executive Director; Sue Kemp, Finance Director; Tamra Young, Administrative Operations Director; Marysol Perez, Executive Assistant; all in person, with the exception of Ed Mayer, Executive Director, and Sue Kemp, Finance Director, who attended by means of web-conference, respectively.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 HACB Audit – Executive Director Mayer expressed gratitude to the Board of Commissioners for meeting to consider the special item, the 2019 Public Audit. The Audit is important not just because it has been delayed, with HUD authorization, due to the operational impacts of COVID-19, but because its acceptance by the Board is important to the agency's financing efforts at this time. The Audit is particularly important because it covers the year of operation marked by the November 8, 2018 Camp Fire Disaster. The audit is being presented late due to COVID-19; HUD is allowing the audit to be delivered as late as December of 2020. Finance Director Kemp explained that the parties involved in the current bond issuance transaction wanted to see the audit completed and accepted by before proceeding with the pending transaction; timing is of the essence in completing the transaction before the holidays. The auditor was very accommodating in finishing their work to complete the audit. Highlights of FY 2019 included the Camp Fire Disaster, the associated impact and response to the Section 8 program, and HACB's pay off of the Series 2000A Bonds. In addition, the established trust fund received the second \$1 million deposit towards the unfunded pension liability. The agency retained its HUD High Performer status in the administration of both its Section 8 and Public Housing programs. Remarkably, despite 15% of its Section 8 Voucher holders losing their homes to the Disaster, the program was able to recover to the point where economic continuity could be assured. The Management Discussion and Analysis was reviewed, discussing the agency's programs and projects and operational consideration for the year and following. The rebuild of the Section 8 Program is still happening two years after the Disaster, now focusing on creation of housing opportunity through re-absorption of vouchers taken out of the jurisdiction, and the project-basing of vouchers in new developments. The Statement and Net position for HACB barely changed for the year. Restricted Net position (equity) remained the same. Lastly, Finance Director Kemp was happy to report that despite all detail and complexities of the audit, there were no findings and no questioned costs.

MOTION

Commissioner Anderson moved the HACB FY 2019 Audit Report be accepted as presented. Commissioner Ober seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

Commissioner Pittman wanted to make sure HACB staff was aware of CalPERS new rules requiring a salary schedule for all employee positions, including management. Tamra Young, HACB Administrative Operations Director, re-assured Commissioner Pittman that HACB was already in compliance, with a salary schedule for every employee.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – November 19, 2020.**

13. ADJOURNMENT

Commissioner Pittman moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 2:25 p.m.

Dated: November 10, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

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Housing Authority of the County of Butte
HACB Operating Account
AP Check Register

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
10/1/2020	153191	CALIFORNIA WATER SERVICE	\$53.00
10/1/2020	153192	Void / P G & E	\$0.00
10/1/2020	153193	P G & E	\$837.00
10/2/2020	1861	Internal Revenue Service	\$857.07
10/2/2020	1862	Employment Development Department	\$175.44
10/2/2020	1863	MassMutual Financial Group	\$250.00
10/2/2020	153194	A & K Water Works dba	\$1,115.78
10/2/2020	153195	Asbestos Science Technology	\$1,318.31
10/2/2020	153196	Bidwell H2O	\$2,944.50
10/2/2020	153197	Bryce Consulting, Inc.	\$1,190.00
10/2/2020	153198	COMCAST CABLE	\$204.52
10/2/2020	153199	Chico Turf Plus, LLC	\$200.00
10/2/2020	153200	Douglas DeSoto	\$438.98
10/2/2020	153201	E Center	\$1,348.93
10/2/2020	153202	GreatAmerica Financial Services	\$155.52
10/2/2020	153203	HD Supply Facilities Maintenance, Ltd.	\$36.36
10/2/2020	153204	Hignell, Inc. dba Experts in Your Home	\$4,794.68
10/2/2020	153205	InterWest Insurance Services, LLC	\$625.00
10/2/2020	153206	Nan McKay & Associates, Inc.	\$239.00
10/2/2020	153207	Normac, Inc.	\$429.99
10/2/2020	153208	NorthStar	\$1,416.94
10/2/2020	153209	OFFICE DEPOT INC	\$789.25
10/2/2020	153210	Rhonda Berndt De Pineda	\$500.00
10/2/2020	153211	S.E.C. 5 Private Security dba	\$4,776.00
10/2/2020	153212	Sierra Landscape & Maintenance	\$3,672.50
10/2/2020	153213	WASTE MANAGEMENT	\$363.00
10/2/2020	153214	Wike Restoration, Inc.	\$9,298.99
10/9/2020	1864	Internal Revenue Service	\$20,489.24
10/9/2020	1865	Employment Development Department	\$3,881.61
10/9/2020	1866	Employment Development Department	\$20.96
10/9/2020	1867	MassMutual Financial Group	\$2,905.00
10/9/2020	1868	CalPERS	\$11,477.61
10/9/2020	1869	CalPERS	\$3,383.35
10/9/2020	153215	Access Information Holdings, LLC.	\$63.11
10/9/2020	153216	Baker Distributing Company, Inc.	\$92.88
10/9/2020	153217	Biggs Municipal Utilities	\$2,596.28
10/9/2020	153218	CALIF. WTR. SER. ORO	\$1,727.41
10/9/2020	153219	CALIFORNIA WATER SERVICE	\$15,581.99
10/9/2020	153220	COMCAST CABLE	\$218.86
10/9/2020	153221	Clean Master	\$5,637.00
10/9/2020	153222	Illustratus	\$238.68
10/9/2020	153223	Jiffy Lube, Inc.	\$51.86

10/9/2020	153224	MACS HARDWARE	\$20.15
10/9/2020	153225	MRI Software LLC	\$1,521.45
10/9/2020	153226	Marco Vera	\$302.07
10/9/2020	153227	Nor-Cal Landscape Maintenance dba	\$10,382.00
10/9/2020	153228	OFFICE DEPOT INC	\$147.04
10/9/2020	153229	P G & E	\$5,815.85
10/9/2020	153230	RECOLOGY BUTTE COLUSA COUNTIES, INC.	\$13.66
10/9/2020	153231	SPRINT	\$118.42
10/9/2020	153232	Sheila L Warren	\$6,475.21
10/9/2020	153233	Sierra Landscape & Maintenance	\$6,832.01
10/9/2020	153234	Staples Business Credit	\$371.79
10/9/2020	153235	Trisha D Lopez	\$1,677.00
10/9/2020	153236	US Bank	\$223.08
10/9/2020	153237	Valero Fleet	\$403.34
10/9/2020	153238	WASTE MANAGEMENT	\$1,900.74
10/15/2020	1870	Benefit Resource, Inc.	\$125.00
10/16/2020	153239	Advanced Document	\$712.98
10/16/2020	153240	Armed Guard Private Security, Inc	\$495.00
10/16/2020	153241	Asbestos Science Technology	\$1,949.67
10/16/2020	153242	Baker Distributing Company, Inc.	\$13.42
10/16/2020	153243	Bryce Consulting, Inc.	\$1,190.00
10/16/2020	153244	CIC	\$123.25
10/16/2020	153245	COMCAST CABLE	\$327.02
10/16/2020	153246	Charles Alford	\$50.00
10/16/2020	153247	Chico Commons LP	\$500.00
10/16/2020	153248	Chico Turf Plus, LLC	\$85.00
10/16/2020	153249	Clean Master	\$98.00
10/16/2020	153250	Cypress Dental Administrators	\$3,666.96
10/16/2020	153251	DELL MARKETING L.P.	\$6,195.61
10/16/2020	153252	David Pittman	\$50.00
10/16/2020	153253	David R Fuller	\$500.00
10/16/2020	153254	E Center	\$125.50
10/16/2020	153255	EAGLE SECURITY SYSTEMS	\$140.00
10/16/2020	153256	ENTERPRISE-RECORD	\$185.71
10/16/2020	153257	Golden State Risk Management Authority	\$29,108.00
10/16/2020	153258	Gregory P. Einhorn	\$2,505.00
10/16/2020	153259	HARSHBARGER ACE HARDWARE	\$31.09
10/16/2020	153260	HD Supply Facilities Maintenance, Ltd.	\$129.97
10/16/2020	153261	Kou L Lee	\$500.00
10/16/2020	153262	Laura Moravec	\$50.00
10/16/2020	153263	MAINTENANCE PLUS	\$371.25
10/16/2020	153264	MES VISION	\$606.46
10/16/2020	153265	Melton Design Group	\$8,512.84
10/16/2020	153266	North Valley Tree Service dba	\$1,200.00
10/16/2020	153267	P G & E	\$248.50
10/16/2020	153268	Plan B Professional Answering Services	\$115.00
10/16/2020	153269	Roy V. Peters	\$906.14

10/16/2020	153270	Skhye Properties LLC	\$500.00
10/16/2020	153271	THRIFTY ROOTER-SERVICE & PLUMBING	\$175.00
10/16/2020	153272	TIAA COMMERCIAL FINANCE, INC	\$143.72
10/16/2020	153273	Void / The Home Depot Credit Services	\$0.00
10/16/2020	153274	The Home Depot Credit Services	\$3,969.29
10/16/2020	153275	Unum Life Insurance Company	\$414.00
10/16/2020	153276	Unum Life Insurance Company	\$575.75
10/23/2020	1871	Internal Revenue Service	\$23,416.44
10/23/2020	1872	Employment Development Department	\$20.96
10/23/2020	1873	Employment Development Department	\$4,754.86
10/23/2020	1874	MassMutual Financial Group	\$2,905.00
10/23/2020	1875	CalPERS	\$3,097.41
10/23/2020	1876	CalPERS	\$11,571.93
10/23/2020	153277	1200 Park Avenue LP	\$500.00
10/23/2020	153278	AT&T	\$234.69
10/23/2020	153279	Advanced Document	\$492.36
10/23/2020	153280	Awards Company	\$127.09
10/23/2020	153281	CALIF. WTR. SER. ORO	\$3,511.85
10/23/2020	153282	California Affordable Housing Agency	\$925.75
10/23/2020	153283	City of Oroville	\$63,844.20
10/23/2020	153284	Eaton Housing Improvement Program	\$500.00
10/23/2020	153285	Gridley Municipal Utilities	\$1,505.04
10/23/2020	153286	HARSHBARGER ACE HARDWARE	\$24.41
10/23/2020	153287	HD Supply Facilities Maintenance, Ltd.	\$2,190.16
10/23/2020	153288	Harshwal & Company, LLP	\$2,425.00
10/23/2020	153289	MI CASA EDUCATION, INC.	\$5,000.00
10/23/2020	153290	OPER. ENG. LOCAL #3	\$840.00
10/23/2020	153291	P G & E	\$1,511.20
10/23/2020	153292	RECOLOGY BUTTE COLUSA COUNTIES, INC.	\$4,024.68
10/23/2020	153293	Reed Francis	\$500.00
10/23/2020	153294	Thermalito Irrigation	\$505.36
10/23/2020	153295	US Bank	\$150.15
10/23/2020	153296	United States Postal Service (CMRS-FP)	\$2,500.00
10/23/2020	153297	WCP Solutions	\$197.34
10/30/2020	153310	1200 Park Avenue LP	\$500.00
10/30/2020	153311	A & K Water Works dba	\$950.00
10/30/2020	153312	Bridge Colony West LP	\$500.00
10/30/2020	153313	CIC	\$183.71
10/30/2020	153314	CITY OF CHICO (22332)	\$484.48
10/30/2020	153315	COMCAST CABLE	\$115.38
10/30/2020	153316	Chico Housing Action Team	\$500.00
10/30/2020	153317	Chico Turf Plus, LLC	\$660.00
10/30/2020	153318	Drew S. Sypherd	\$500.00
10/30/2020	153319	Elle Property Management Solutions	\$500.00
10/30/2020	153320	Hignell Companies	\$500.00
10/30/2020	153321	InterWest Insurance Services, LLC	\$625.00
10/30/2020	153322	Magoon Signs	\$157.54

10/30/2020	153323	Park Place	\$500.00
10/30/2020	153324	S.E.C. 5 Private Security dba	\$4,536.00
10/30/2020	153325	Senior Housing Associates	\$500.00
10/30/2020	153326	Sierra Village Project Partner LP	\$500.00
10/30/2020	153327	TPx Communications	\$898.74
10/30/2020	153328	Thermalito Irrigation	\$495.71
10/30/2020	153329	Umpqua Bank	\$7,221.42
10/30/2020	153330	Verizon Wireless	\$1,372.63
10/30/2020	153331	Walker Commons LP	\$500.00
10/30/2020	153332	Void / NOF VENDOR	\$0.00
10/30/2020	153333	Weimer and Sons	\$78.77
		Total	\$369,250.80

Housing Authority of the County of Butte
 FLH Operating Account
 AP Check Register

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
10/2/2020	1838	HMR Architects, Inc.	\$9,910.00
10/2/2020	1839	Messenger Publishing Group	\$125.00
10/16/2020	1840	Asbestos Science Technology	\$11,624.36
10/16/2020	1841	Climate & Energy Solutions	\$199.00
10/16/2020	1842	J Walt Construction, Inc	\$547,176.37
10/16/2020	1843	United States Postal Service (CMRS-PB)	\$176.00
10/23/2020	1844	Misita Tree & Land, Inc.	\$31,350.00
10/23/2020	1845	P G & E	\$88.72
10/30/2020	1846	HACB	\$25,451.99
10/30/2020	1847	One Source Mobility	\$2,615.00
10/30/2020	1848	P G & E	\$301.82
		Total	\$629,018.26

Housing Authority of the County of Butte
BALANCE SHEET
September, 2020

	Cumulative	
ASSETS		
Current Assets		
Cash - Unrestricted	3,990,645.64	
Cash - Other Restricted	5,951,440.95	
Cash - Tenant Security Deposits	288,773.57	
Accounts Receivable - HUD	35,357.29	
Accounts Receivable - Other Gov	51,766.00	
Accounts Receivable - Misc	195,999.24	
Accounts Receivable - Tenants	47,267.40	
Accounts Receivable - Fraud	0.00	
Note Receivable - Current Portion	0.00	
Accrued Interest Receivable	27,016.09	
Investments - Unrestricted	2,422,450.32	
Investments - Restricted	2,250,137.79	
Inventories	22,200.82	
Prepaid Expenses	366,052.76	
Inter-program Due From	49,134.48	
Total Current Assets	15,698,242.35	
Fixed Assets		
Fixed Assets & Accumulated Depreciation	23,704,145.86	
Total Fixed Assets	23,704,145.86	
Other Non-Current		
Notes Loans & Mortgages Receivable	1,943,453.04	
Deferred Outflows - GASB 68 & 75	792,898.26	updated 9/30/19
Safety Deposit Box, Key Deposit	10.00	
Investment in Limited Partnerships	3,338,635.08	
Total Other Non-Current	6,074,996.38	
TOTAL ASSETS	45,477,384.59	
LIABILITIES		
Current Liabilities		
Accounts payable	740,272.07	
Accrued Payroll Liabilities	195,155.92	
Accrued Interest Payable	122,529.64	
Tenant Security Deposits	308,302.26	
Deferred Revenue	1,910,770.88	
Payable to HUD	55.39	
Long Term Debt - Current Portion	173,423.28	
Accrued Liabilities - Other	244,069.90	
Inter-program Due To General Fund	49,134.48	
Total Current Liabilities	3,743,713.82	
Long-Term Liabilities		
Deferred Outflows - GASB 68 & 75	297,852.00	updated 9/30/19
Other Post Retirement Ben-Net GASB 75	187,528.00	
Unfunded Pension Liabilty - GASB 68	3,488,204.00	updated 9/30/19
Long-Term Debt	3,440,117.28	
Non-Current Liability- Other (FSS)	48,896.84	
Total Long-Term Liabilities	7,462,598.12	
TOTAL LIABILITIES	11,206,311.94	
NET POSITION		
Beginning Net Position	26,395,921.23	updated 9/30/19
Retained Earnings	7,875,151.42	
TOTAL NET POSITION	34,271,072.65	
TOTAL LIABILITIES AND NET POSITION	45,477,384.59	

HOUSING AUTHORITY of the COUNTY of BUTTE
CONSOLIDATED INCOME STATEMENT
October 1, 2019 to September 30, 2020

UN-AUDITED

	Month to Date			Year to Date			100.0%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
REVENUE							
NET DWELLING RENT	296,273	270,021	-26,252	3,369,255	3,240,254	-129,001	104.0%
TENANT CHARGES	7,437	7,088	-349	127,392	85,060	-42,332	149.8%
LAUNDRY REVENUE	2,904	2,612	-292	30,256	31,344	1,088	96.5%
HUD GRANT REVENUE	1,688,589	1,552,637	-135,952	18,086,075	18,631,648	545,573	97.1%
OTHER GRANT REVENUE	35,276	30,000	-5,276	422,804	360,000	-62,804	117.4%
MORTGAGE INTEREST INCOME	6,189	6,111	-78	73,286	73,330	44	99.9%
FRAUD RECOVERY	4,875	2,833	-2,042	56,034	34,000	-22,034	164.8%
OTHER INCOME	63,998	39,198	-24,801	2,291,843	470,372	-1,821,471	487.2%
INVESTMENT INCOME-unrestricted	6,190	3,984	-2,206	43,599	47,812	4,213	91.2%
INVESTMENT INCOME-restricted	239	1,304	1,065	2,849	15,650	12,801	18.2%
TOTAL REVENUE	2,111,971	1,915,789	-196,182	24,503,394	22,989,470	-1,513,924	106.6%
EXPENSES							
ADMIN. EMPLOYEE SALARIES	178,647	158,721	-19,926	1,936,513	1,904,650	-31,863	101.7%
AUDIT FEE	0	2,609	2,609	7,350	31,310	23,960	23.5%
ADVERTISING & MARKETING	125	941	816	3,320	11,286	7,966	29.4%
PR TAXES & BENEFITS-ADMIN	75,329	82,461	7,132	913,936	989,526	75,590	92.4%
OFFICE EXPENSES	31,284	24,078	-7,206	277,336	288,936	11,600	96.0%
LEGAL EXPENSES	2,505	2,067	-438	20,654	24,800	4,146	83.3%
TRAVEL	47	2,975	2,928	15,430	35,700	20,270	43.2%
ALLOCATED OVERHEAD	0	0	0	0	0	0	0.0%
OTHER ADMIN. EXPENSE	31,578	31,083	-495	344,738	372,999	28,261	92.4%
TOTAL ADMIN. COSTS	319,515	304,934	-14,581	3,519,276	3,659,207	139,931	96.2%
TENANT SERVICES-SALARIES	1,267	3,777	2,510	54,938	45,320	-9,618	121.2%
RELOCATION COSTS	0	0	0	0	0	0	0.0%
EMP. BENEFITS-TENANT SVCS	743	1,612	869	9,314	19,343	10,029	48.2%
TENANT SERVICES-MISC.	364	2,930	2,566	20,643	35,165	14,522	58.7%
TOTAL TENANT SERVICES	2,374	8,319	5,945	84,896	99,828	14,932	85.0%
WATER	31,925	14,257	-17,668	237,056	171,081	-65,975	138.6%
ELECTRICITY	11,946	9,029	-2,917	97,386	108,345	10,959	89.9%
GAS	1,198	1,665	467	13,330	19,981	6,650	66.7%
SEWER	18,458	15,567	-2,890	189,994	186,807	-3,187	101.7%
TOTAL UTILITIES-PROJECT	63,526	40,518	-23,008	537,766	486,213	-51,553	110.6%
MAINTENANCE SALARIES	35,403	29,142	-6,261	373,119	349,700	-23,419	106.7%
MAINTENANCE MATERIAL	14,456	13,429	-1,027	151,583	161,150	9,567	94.1%
MAINTENANCE CONTRACT COSTS	119,557	78,863	-40,694	957,495	946,358	-11,137	101.2%
PR TAXES & BENEFITS-MAINT	17,507	16,686	-821	203,896	200,234	-3,662	101.8%
TOTAL MAINTENANCE	186,923	138,120	-48,803	1,686,093	1,657,442	-28,651	101.7%
PROTECTIVE SERVICES	5,391	4,478	-913	45,576	53,740	8,164	84.8%
INSURANCE-ALL	23,460	23,155	-306	272,820	277,854	5,034	98.2%
OTHER GENERAL EXP	11,368	9,167	-2,201	118,672	110,000	-8,672	107.9%
P.I.L.O.T.	18,810	10,258	-8,552	131,506	123,100	-8,406	106.8%
BAD DEBTS - TENANTS	91,703	4,817	-86,886	91,703	57,800	-33,903	158.7%
INTEREST EXPENSE	1,440	11,378	9,938	17,156	136,541	119,385	12.6%
TOTAL OTHER OPERATING EXP.	152,172	63,253	-88,919	677,433	759,035	81,602	89.2%
EXTRAORDINARY MAINT.	0	0	0	0	0	0	0.0%
CASUALTY LOSSES	0	0	0	2,500	0	-2,500	0.0%
HOUSING ASSIST PAYMENTS	1,207,985	1,261,798	53,813	14,555,416	15,141,578	586,162	96.1%
HAP - PORTS IN	0	0	0	0	0	0	0.0%
FRAUD LOSSES	0	833	833	0	10,000	10,000	0.0%
TOTAL OTHER COSTS	1,207,985	1,262,632	54,647	14,557,916	15,151,578	593,662	96.1%
TOTAL EXPENSES	1,932,495	1,817,775	-114,720	21,063,381	21,813,303	749,923	96.6%
RETAINED EARNINGS 1	179,476	98,014	-81,462	3,440,013	1,176,167	-2,263,846	292.5%
+/- REPL. RESERVE ² (NET)	-43,195	2,482	45,676	-84,340	29,780	114,120	-283.2%
+ USDA GRANT FUNDS ¹	0	500,000	500,000	6,000,000	6,000,000	0	100.0%
- DEBT SERVICE PMTS (BONDS&USDA) ³	-17,111	-21,278	-4,166	-1,540,334	-255,332	1,285,002	603.3%
+/- GAIN/LOSS on PARS TRUST ACCT ¹	37,567	0	0	161,130	0	-161,130	0.0%
- CAPITALIZED ASSETS	-631,374	-580,771	50,603	-2,411,789	-6,969,254	-4,557,464	34.6%
+/- ACCR. INTEREST	-5,703	-5,566	137	-60,737	-66,789	-6,052	90.9%
NET CASH FLOW	-480,340	-7,119	510,788	5,503,943	-85,428	-5,589,371	-6442.8%

1 RE+USDA Grant Funds +/- PARS Interest-Depreciation =Balance Sheet \$7,875,152

2 Replacement Reserve deposits net of withdrawals

3 Includes \$1,335,000 Bond pay-off & USDA debt payments

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM
CALENDAR YEAR 2020**

HCV FSS GRANT (old)	134,455	FY 2020 ADMIN FEES	-69,409
PHA HELD HAP-current	87,873	POST-2003 ADMIN FEES	942,685
HUD HELD HAP@12/31/19	1,932,413	INV. IN CAP ASSETS	125,685
CARES ACT AF Bal	504,460	CARES ACT HAP Bal	1,246,777

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	829,530	774,119	725,042	602,903	656,901	677,097	685,396	665,083	743,749	0	0	0	829,530
BEG. INVESTED IN CAPITAL ASSETS	151,119	148,293	145,467	142,641	139,815	136,989	134,163	131,337	128,511	0	0	0	151,119
HUD ADMIN FEE REVENUE	113,933	113,933	115,498	115,498	115,498	109,302	109,304	109,304	226,381	0	0	0	1,128,651
FRAUD RECOVERY	1,522	1,779	3,749	954	2,108	3,374	4,715	2,115	2,438	0	0	0	22,752
INTEREST INCOME / GAIN or LOSS INV	4,691	-34,807	-105,074	66,376	35,102	22,803	35,569	33,121	-17,088	0	0	0	40,693
DEPRECIATION (reduces Capital Assets)	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	0	0	0	-25,434
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	3	0	0	0	0	0	0	0	3
ADMINISTRATIVE EXPENDITURES	-175,557	-129,982	-136,312	-128,829	-132,515	-127,180	-169,901	-65,874	-82,203	0	0	0	-1,148,353
ENDING ADMIN RESERVE BALANCE	922,412	870,509	745,544	796,716	814,086	819,559	796,420	872,260	998,961	0	0	0	998,961
YTD Change in Admin.	-58,237	-110,140	-235,105	-183,933	-166,563	-161,090	-184,229	-108,389	18,312				18,312
ADMINISTRATIVE CARES ACT 2020	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HUD CARES ACT 2020 ADMIN REVENUE	0	0	0	0	0	0	13,946	71,524	85,591	0	0	0	171,061
CARES ACT 2020 ADMIN EXPENDITURES	0	0	0	0	0	0	-13,946	-71,524	-85,591	0	0	0	-171,061
ENDING CARES ACT ADMIN BALANCE	0	0	0	0	0	0	0	0	0	0	0	0	0
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	-46,523	-3,193	-26,160	-19,580	43,454	-6,435	7,817	40,791	37,140	0	0	0	-46,523
HUD HAP REVENUE	1,199,301	1,178,001	1,230,710	1,285,498	1,183,746	1,221,294	1,221,294	1,221,294	1,241,464	0	0	0	10,982,602
FRAUD RECOVERY	1,522	1,779	3,749	954	2,108	3,374	4,715	2,115	2,438	0	0	0	22,752
FSS FORFEITURES	0	754	0	5,425	0	0	0	0	0	0	0	0	6,179
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0	0	0	0	0
HOUSING ASSISTANCE PAYMENTS	-1,157,492	-1,203,502	-1,227,878	-1,228,843	-1,235,743	-1,210,416	-1,193,035	-1,227,059	-1,193,168	0	0	0	-10,877,136
ENDING HAP RESERVE BALANCE	-3,193	-26,160	-19,580	43,454	-6,435	7,817	40,791	37,140	87,873	0	0	0	87,873
YTD Change in HAP	43,330	20,362	26,943	89,977	40,088	54,340	87,314	83,663	134,396				134,396
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,431,515	1,431,515	1,431,515	1,431,515	1,431,515	1,431,515	1,431,515	1,431,515	1,431,515				12,883,633
HAP EXPENDITURES (Current Month)	1,193,293	1,211,380	1,223,710	1,227,884	1,224,383	1,215,293	1,212,626	1,194,286	1,173,416				10,876,271
CY 2020 HAP BUDGET UTILIZATION	83%	85%	85%	86%	86%	85%	85%	83%	82%				84%
BUDGET AVAILABLE (YTD)	1,431,515	2,863,030	4,294,544	5,726,059	7,157,574	8,589,089	10,020,603	11,452,118	12,883,633				12,883,633
TOTAL HAP EXPENDITURES (YTD)	1,193,293	2,404,673	3,628,383	4,856,267	6,080,650	7,295,943	8,508,569	9,702,855	10,876,271				10,876,271
BUDGET REMAINING (YTD)	238,222	458,357	666,161	869,792	1,076,924	1,293,146	1,512,034	1,749,263	2,007,362	-	-	-	2,007,362
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,929	1,932	1,943	1,938	1,939	1,916	1,914	1,899	1,889				17,299
UNIT MONTH'S AVAILABLE	2,206	2,206	2,206	2,206	2,206	2,206	2,206	2,206	2,206				19,854
OVER or (UNDER) LEASED	-277	-274	-263	-268	-267	-290	-292	-307	-317	0	0	0	-2,555
CY 2020 VOUCHER UTILIZATION	87%	88%	88%	88%	88%	87%	87%	86%	86%				87%
CY 2019 VOUCHER UTILIZATION	80%	81%	82%	82%	83%	84%	85%	86%	86%	86%	86%	87%	84%
CY 2020 AVERAGE HAP	619	627	630	634	631	634	634	629	621				629
CY 2019 AVERAGE HAP	520	531	537	546	559	563	574	584	590	607	604	607	569

Notes: Post-2003 Admin Fees include 2011 HAP Set-Aside of \$290,786

CY 2020 HAP Budget = \$12,960,732 Renewal + \$1,932,413 Reserves + \$1,038,255 Set Aside + \$1,246,777 CARES Act

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
HOUSING CHOICE VOUCHER (SECTION 8)
UTILIZATION SUMMARY REPORT
ROLLING 12 MONTH ANALYSIS

UNITS LEASED SUMMARY	NOV'20	OCT'20	SEP'20	AUG'20	JUL'20	JUN'20	MAY'20	APR'20	MAR'20	FEB'20	JAN'20	DEC'19
BUTTE												
ACC UNIT MONTHS	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1696	1707	1716	1728	1744	1748	1768	1767	1772	1764	1756	1739
VOUCHER UTILIZATION %	86.75%	87.31%	87.77%	88.39%	89.21%	89.41%	90.43%	90.38%	90.64%	90.23%	89.82%	88.95%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	60	59	59	59	60	60	61	61	61	60	59	59
VOUCHER UTILIZATION %	68.97%	67.82%	67.82%	67.82%	68.97%	68.97%	70.11%	70.11%	70.11%	68.97%	67.82%	67.82%
VASH												
ACC UNIT MONTHS	164	164	164	164	164	164	164	164	164	164	164	164
CURRENT LEASED	115	113	107	104	104	103	104	104	102	102	105	109
VOUCHER UTILIZATION %	70.12%	68.90%	65.24%	63.41%	63.41%	62.80%	63.41%	63.41%	62.20%	62.20%	64.02%	66.46%
TOTAL												
ACC UNIT MONTHS	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206
CURRENT LEASED	1871	1879	1882	1891	1908	1911	1933	1932	1935	1926	1920	1907
VOUCHER UTILIZATION %	84.81%	85.18%	85.31%	85.72%	86.49%	86.63%	87.62%	87.58%	87.72%	87.31%	87.04%	86.45%

HAP SUMMARY*	NOV'20	OCT'20	SEP'20	AUG'20	JUL'20	JUN'20	MAY'20	APR'20	MAR'20	FEB'20	JAN'20	DEC'19
ACC BUDGET	\$ 1,350,768	\$ 1,350,768	\$ 1,350,768	\$ 1,703,081	\$ 1,330,598	\$ 1,330,598	\$ 1,602,282	\$ 1,400,996	\$ 1,346,208	\$ 1,291,934	\$ 1,313,234	\$ 1,178,797
ACTUAL HAP	\$ 1,121,728	\$ 1,152,530	\$ 1,167,396	\$ 1,191,053	\$ 1,210,172	\$ 1,221,294	\$ 1,222,578	\$ 1,285,498	\$ 1,211,829	\$ 1,178,001	\$ 1,199,301	\$ 1,161,467
PER UNIT COST	\$ 600	\$ 613	\$ 620	\$ 630	\$ 634	\$ 639	\$ 632	\$ 665	\$ 626	\$ 612	\$ 625	\$ 609
BUDGET UTILIZATION %	83.04%	85.32%	86.42%	69.94%	90.95%	91.79%	76.30%	91.76%	90.02%	91.18%	91.32%	98.53%

ACTIVITY SUMMARY	NOV'20	OCT'20	SEP'20	AUG'20	JUL'20	JUN'20	MAY'20	APR'20	MAR'20	FEB'20	JAN'20	DEC'19
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	91	103	107	112	125	126	141	144	154	150	149	137
ZERO HAP	20	18	21	22	17	12	12	9	15	15	19	19
UTILITY ASSISTANCE PAYMENTS	61	63	69	68	77	80	78	67	66	67	68	72
NEW ADMISSIONS	**	24	17	8	19	14	6	21	29	33	22	18
INITIAL VOUCHERS SEARCHING	165	127	109	95	104	98	108	127	147	176	159	174
ACTUAL/ESTIMATED EOP	18	6	15	9	11	10	14	8	16	15	13	16
REMAIN ON WAITING LIST	3138	3226	3297	3326	3383	3417	3434	3492	3532	3696	4032	4099

*HAP Summary is a "snapshot" as of the 1st of the month, which does not include prior month adjustments per VMS.

**No data.

November 12, 2020

MEMO

To: Board of Commissioners

From: Tamra C. Young, Administrative Operations Director

Subject: Section 8 Management Assessment Program (SEMAP)
2020 HUD COVID-19 Waiver

On April 10, 2020 HUD issued PIH Notice 2020-05 “COVID-19 Statutory and Regulatory Waivers for the Public Housing, Housing Choice Voucher, Indian Housing Block Grant and Indian Community Development Block Grant programs, Suspension of Public Housing Assessment System and Section Eight Management Assessment Program”.

In response, on June 29, 2020, HACB submitted waiver selections to HUD. Under the allowable COVID-19 waivers, “PHAs may retain prior year SEMAP score unless requests otherwise; HUD will resume issuing new SEMAP scores starting with PHAs with FYE dates of 3/31/21”.

HACB elected to suspend its SEMAP scoring for FYE 9/30/20, as allowed. This works to HACB’s advantage, given residual program challenges in Section 8 stemming from the Camp Fire Disaster. As a result, HACB’s SEMAP score will be carried over from the previous 2019 year, and we maintain our “High Performer” status.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
VACANCY REPORT AS OF THE 1ST OF THE MONTH
2020**

HOUSING AUTHORITY OWNED PROPERTIES													
	Gridley FLH		Open Market Units										
Location	FLH	Demo	Other	Gridley Springs II	Cordillera	Locust	Alamont	Evanswood	Kathy Ct	Lincoln	Park Place	Total	Occupancy
# of Units	115*	7	3	24	20	10	30	28	12	18	40	128	%
Nov-20	19**	0	0	0	0	0	0	0	12***	0	0	0	100.0%
Oct-20	19**	1	0	0	0	0	0	0	12***	0	1	1	99.2%
Sep-20	22**	0	0	0	0	0	0	0	12***	0	1	1	99.2%
Aug-20	22**	0	0	0	0	0	1	2	12***	0	0	3	97.6%
Jul-20	22**	0	0	0	0	0	0	4	12***	0	3	7	94.5%
Jun-20	23**	0	0	1	0	0	0	1	12***	1	1	3	97.6%
May-20	23**	0	0	0	0	0	0	0	12***	1	0	1	99.2%
Apr-20	22**	0	0	0	0	0	1	0	12***	0	0	1	99.2%
Mar-20	19**	0	0	0	0	0	1	0	12***	0	0	1	99.2%
Feb-20	19**	0	0	0	1	0	2	1	12***	0	0	3	97.6%
Jan-20	18**	0	0	0	0	0	3	2	12***	1	0	6	95.3%
Dec-19	17**	0	0	0	0	0	0	2	12***	1	0	3	97.6%

* Unit count adjusted by units offline - (6) uninhabitable and (9) less units due to rehab reconfiguration.

** Vacancy rate does not include units offline for construction; (14) units.

*** Full vacancy; (12) units, due to Camp Fire loss.

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Nov-20	3	0	4	1	0	2	0	10	97.1%
Oct-20	1	0	3	1	0	1	0	6	98.3%
Sep-20	2	0	3	1	1	1	0	8	97.7%
Aug-20	2	0	2	0	2	2	0	8	97.7%
Jul-20	2	0	2	1	1	2	0	8	97.7%
Jun-20	1	0	3	0	1	2	0	7	98.0%
May-20	1	1	3	2	0	1	1	9	97.4%
Apr-20	0	1	2	1	0	2	1	7	98.0%
Mar-20	0	2	1	2	0	2	1	8	97.7%
Feb-20	0	2	2	1	1	1	1	8	97.7%
Jan-20	0	3	2	1	0	2	0	8	97.7%
Dec-19	0	2	2	0	0	2	1	7	98.0%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Nov-20	1
Oct-20	1
Sep-20	3
Aug-20	1
Jul-20	1
Jun-20	2
May-20	1
Apr-20	2
Mar-20	2
Feb-20	3
Jan-20	3
Dec-19	3

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Nov-20	2	0	2	1
Oct-20	2	0	3	0
Sep-20	3	0	3	0
Aug-20	3	0	3	1
Jul-20	2	0	3	0
Jun-20	2	0	1	0
May-20	1	0	3	0
Apr-20	1	0	1	0
Mar-20	2	0	1	0
Feb-20	1	0	2	0
Jan-20	0	0	0	0
Dec-19	0	2	1	0

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	16 Transfer list	3+	244	8+	153	8+
2	171	7+			100	6+
3	38	3+	24	1+	33	4+
4	18	5+			13	3+
5					4	5+

* Chico 1-bedroom waiting list closed 06-15-09

**Only 1 5-bedroom unit. Est wait would be based on when the family plans to move out

Waiting List: Number of ADA Requested Units

Bedroom Size	Chico	# PH	Oroville	# PH	Gridley/Biggs	# PH
1	0	3	25		15	2
2	4	7			4	
3	2	2	1	6	0	
4	0	4+			0	
5					0	

MEMO

Date: November 6, 2020

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Status of HACB Construction Projects

As of November 6, 2020, the status of HACB construction activity follows:

- Public Housing – All sites. Abatement and replacement of asbestos-containing floor tiles; Two (2) units were completed during the 2020/2021 fiscal year to date; 118 of 232 Public Housing units have been completed overall.
- Public Housing – All Sites. Five-year Environmental Review. A project has been organized to perform required environmental review of improvement and maintenance projects planned for the next five-year period for all Public Housing sites. Project Reviews for all eight (8) sites have been submitted to HUD for review and approval. Required endangered species survey has been completed and is under review.
- Public Housing – Energy Conservation. Electrical Fixture replacements in planning, project bidding planned for Winter of 2020/2021.
- Public Housing- All Sites. Refrigerator Replacement, a project to replace (124) Refrigerators at the end of their useful life. Project installations, 120 of 124 units completed to date. Project currently delayed due to Covid-19 related manufacturer's product inventory shortages.
- Public Housing – 115 Nelson Avenue Community Room & Maintenance Shop, Window and Door Security Improvements. Install exterior window and door security screens to address ongoing vandalism. Project construction complete, subject to contract closeout.
- Public Housing – HVAC Replacement (43-2A) Biggs. A project is being organized to replace five (5) roof mounted package gas/electric HVAC units which have reached the end of their useful life, one of which has failed and is need of immediate replacement. Project is currently out to bid with expected replacement work planned to begin later this month.
- Public Housing – Landscape Improvements (43-13) Shelton Oaks and Rhodes Terrace. A project is being organized to replace landscape at Shelton Oaks with new hardscape, drought tolerant plants, replace irrigation, and replace site signage. Rhodes terrace improvements will

include site signage replacement, perimeter fence brush removal, site drainage improvements, and selective plant infill. Project landscape design work underway.

- Farm Labor Housing – Combined Phase II & III Rehab. Overall, the project is progressing well with the first building scheduled for completion during the month of November, followed by the next three scheduled for completion prior to the end of 2020 calendar year. Building abatement and demotion work is complete for all eleven (11) buildings awarded, with interior and exterior rehab work underway at the first ten (10) buildings. See the 11-2-2020 progress photos below for the 1560/1564 Briarcliff unit, which is converting from a two (2) two-bedroom duplex to a single four-bedroom single family home, 1570/1576 Booth which is converting from a two (2) two-bedroom duplex to a single three-bedroom single family home and 1558/1564 Booth and 1532/1538 Briarcliff units, which will remain (2) two-bedroom duplex units with new additions.

1560/1564 Briarcliff



1570/1576 Booth

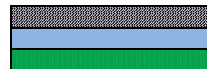




- HACB Main Office – Safety and Security Improvements. A project has been organized to address virus mitigation and building security improvement needs at the 2039 Forest Avenue office. Project contract awarded. Construction scheduling underway with expected start of project work at the end of November.
- Walker Commons – Architectural design for project siding, PTAC unit, window, and path of travel replacements are currently in planning for Strategic Asset Plan work.
- Kathy Court Apts, Paradise – Post Camp Fire Property Redevelopment. Based on the underlying single-family zoning and existing septic system, redevelopment of the property as multi-family must be accomplished within the original footprint and original overall square footage of the structures that were lost. Phase I of site redevelopment includes septic system evaluation and procurement of the project Engineer and Architect. Septic System Evaluation is complete and has been deemed acceptable for redevelopment. Northstar is currently in process of performing project survey, update of plat map, site plan and easement review and verification services. Prospects for financing are emerging, including possible PG&E bankruptcy settlement funds, and bond issuance proceeds from HACB portfolio leveraging.
- 2131 Fogg Avenue – Small House Development Initiative. HMR Architects (HMR) has provided two (2) schematic design and feasibility plan options for the site. These plans are based on “small house” (one and two bedroom) manufactured home designs that were originally developed by the Stanislaus Housing Authority in seeking ways to reduce housing development costs. Feasibility plan options were reviewed at the October 2020 meeting and direction was given to move forward with initiating Design Development of Schematic Design Option 2A. Design Option 2A will include 16-17 single family home style manufactured units with individual unit driveway access and a mix of 13-15 one-bedroom units and 2-3 two-bedroom units depending on final configuration. The next phase of this project will include the retention of the project engineer and architect for the purposes of Design Development.

12 Month HACB Project Schedule - November 6, 2020

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21
	FLH														
1		Phase (II & III) Combined Unit Rehab - Re-design	\$199,637.00												
1		Phase (II & III) Combined Unit Rehab - Bidding and CM	\$37,300.00												
1		Phase (II & III) Combined Unit Rehab - Construction (11 Buildings)	\$6,140,849.00												
1		Well 1,2,3 TCP Water Contaminate Corrective Action Plan Rev 2	\$26,030.00												
3		Admin Building- Gutters, Downspout, Paint	\$35,000.00												
1		FLH - Tree Maintenance	\$65,000.00												
	Public Housing														
2		Energy Performance - Electrical	\$254,380.00												
2		Appliance Replacements (Refrigerators)	\$85,153.78												
3		ADA Units upgrade (43-10)	\$213,000.00												
1		Sewer Lateral Replacement 43-1A,1B, 04, 03	\$86,000.00												
1		ACM Tile Abatement	\$58,484.00												
1		115 Nelson Ave. Security and Site Improvements	\$28,161.08												
1		Biggs (43-2A) HVAC Replacement	\$43,470.00												
1		Landscape Improvemtns (43-13) Shelton Oaks and Rhodes Terrace	\$200,000.00												
4		Oro Dam Wall	\$250,000.00												
3		PH Capital Fund Energy Audit	\$13,000.00												
3		PH Capital Fund Environmental Review	\$78,452.20												
	Chico Commons														
1		Gutters and Downspout Replacement	\$36,177.00												
1		Exterior Building Paint	\$176,418.00												
2		HVAC Replacements	\$300,000.00												
3		Cabinets, Interior Work	\$200,000.00												
	Walker Commons														
2		Architecture: Window, HVAC, Siding Repl.	\$35,000.00												
3		Siding Repl/ Gutter and Downspout Repl/ Window Upgrade	\$225,000.00												
3		HVAC	\$89,000.00												
3		ADA Path of Travel	\$95,000.00												
	DAC's Reports														
1		Update ALL reports in ALL projects	\$1,200.00												
	Evanswood HOA														
	Alamont	Pending Bond Issuance													
	Evanswood Apts	Pending Bond Issuance													
	Lincoln Apts.	Pending Bond Issuance													
	Park Place Apts.	Pending Bond Issuance													
	Cordillera Apts.	Pending Bond Issuance													
	Locust Apts.	Pending Bond Issuance													
	Kathy Court Apts.	Pending Bond Issuance													
	2131 Fogg Avenue														
1		Roof Replacement	\$16,029.00												
3		Architecture: Small House Development Initiative, Schematic Plan	\$12,500.00												
	2039 Forest Avenue														
1		Virus Mitigation and Security Improvements	\$231,440.00												
Total next 12 months			\$9,231,681.06												



Design/Bid Phase
Construction Phase
Completed

501-18	
Obligation Start:	5/29/2018
Obligation End:	5/28/2021
Disbursement End:	5/28/2023
501-19	
Obligation Start:	4/16/2019
Obligation End:	4/15/2022
Disbursement End:	4/15/2024
501-20	
Obligation Start:	4/6/2020
Obligation End:	4/5/2023
Disbursement End:	4/5/2025

MEMO

Date: November 6, 2020

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Public Housing - Capital Fund Status Report

Capital Fund 501-18, Funding Amount \$817,783

This Capital Fund is 97% obligated and 96% expended. Projects Include:

- **ACM Tile Replacement** – All concrete-block units – ongoing, six (6) units have been completed to date using these Capital Fund monies.
- **Five-year Environmental Review** – All Public Housing Units, perform required CFR 24 Part 58 Environmental Review of improvement and maintenance projects planned for the next five-year period, reviews have been submitted to HUD for review. Required endangered species survey has been completed and is under review.
- **Sewer Service Line Investigation and Replacements** – Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B), Project complete.
- **HVAC Replacements** – 43-03, Replace three (3) package HVAC units. Project complete.
- **Unit Appliance Replacements/Upgrades** – Countywide, refrigerator replacement project, Purchase Order issued, project underway with 120 of 124 units replaced to date. Project currently delayed due to Covid-19 related manufacturer's product inventory shortages.
- **Resurfacing of Roadways** – Rhodes Terrace, Shelton Oaks (43-13), Winston Gardens (43-10), Gardella (43-14), Hammon Park, Oro Dam Blvd (43-15), Project is complete.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming and miscellaneous improvements addressed in DAC report, complete.

Capital Fund 501-19, Funding Amount \$812,881

This Capital Fund is 26% obligated and 15% expended. Projects Include:

- **ACM Tile Replacement** – All concrete-block units – ongoing, eleven (11) units have been completed to date under this Capital Fund.
- **Five-year Environmental Review** – All Public Housing Units, perform required CFR 24 Part 58 Environmental Review of improvement and maintenance projects planned for the next five-year period, reviews have been submitted to HUD for review. Required endangered species survey has been completed and is under review.
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.

- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to full accessibility standards, in planning.
- **HVAC Replacements** – Replace failing package HVAC units, ongoing
- **Sewer Service Line Replacements** – select Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B, 03), in planning.
- **Landscape Upgrades** – Landscape replacement, Shelton Oaks, Rhodes Terrace 43-13, project landscape design work underway.
- **Landscape Upgrades** – Individual Water Meter replacement for Gridley Units (43-1A, 1B 04), in planning.
- **Window and Door Security Screen Improvements** – 115 Nelson Avenue Community Room & Maintenance Shop, Installation of window and door security screens to prevent vandalism, project construction complete, subject to final contract closeout activities.

Capital Fund 501-20, Funding Amount \$875,339

This Capital Fund is 0% obligated and 0% expended

- Annual Statement/Budget update and submission process underway.
- Project list will be updated upon HUD approval of submitted Environmental Review, Annual Statement/Budget submission and distribution of budget.

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 11-06-2020

Capital Funds 501-18, 501-19 and 501-20

			501-18 (Revision #1, 10-30-2018)					501-19						501-20					Totals		
			Original	Revised	Obligated	Expended		Original	Revised	Obligated	Expended		Original	Revised	Obligated	Expended		Orig/Revised	Expended	Balance	
Line No.	Summary by Development Account																				
	Total Non-CGP Funds																				
1	100	Reserved Budget	\$9,226	\$0			\$4,455						875,339					879,794	0	879,794	
2	1406	Operations (20%)	\$27,875	\$27,875			\$28,811											56,686	0	56,686	
3	1408	Management Improvements	\$2,000	\$2,000			\$2,000											4,000	0	4,000	
4	1410	Administration (10%)	\$80,855	\$81,778	\$81,778	\$81,778	\$80,842		\$80,842		\$37,976							162,620	119,754	42,866	
5	1480	Audit	\$2,000	\$2,000			\$2,000											4,000	0	4,000	
7	1480	Fees and Costs	\$55,120	\$55,120	\$104,303	\$100,309	\$75,120		\$36,950		\$18,618							130,240	118,927	11,313	
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment																			
17	1480	Relocation Costs	\$637,207	\$645,510	\$603,957	\$603,957	\$616,153		\$94,010		\$64,879							1,261,663	668,836	592,827	
16	1492	Move to Work Demonstration	\$3,500	\$3,500			\$3,500											7,000	0	7,000	
18	1501	Moving To Work Demonstration																0	0	0	
19	1503	Collator Exp/Debt Srv																0	0	0	
20	1504	RAD-CFP																0	0	0	
21	9000	RAD Investment Activity																0	0	0	
22	9001	Debt Reserves																0	0	0	
23	9002	Bond Debt Obligation																0	0	0	
24	9900	Post Audit Adjustment																0	0	0	
			\$817,783	\$817,783	\$790,038	\$786,045	\$812,881	\$0	\$211,802	\$121,472			875,339	0	0	0		2,506,003	907,517	1,598,486	
			97%				96%	26%				15%	0%				0%				

HUD Low Income Public Housing

Capital Fund Program Summary - Projects Proposed or Under Contract

		100 Reserved Budget	1406 Operations	1408 Mgmt. Improvements	1410 Admin	1480 Audit	1480 Fees and Cost	1480 General Capital Activity	1480 Relocation Costs	Totals	"UC" Under Contract
Acct Code	Cash Available as of 11-06-2020	879,794	56,686	4,000	42,866	4,000	11,313	592,827	7,000	1,598,486	
	501-18, 501-19 and 501-20 Funding										
100	Reserved Budget	879,794								879,794	
1406	Operations		56,686							56,686	
1408	Management Improvements			4,000						4,000	
1411	Audit Cost Cap Fund					4,000				4,000	
1410	Administration				42,866					42,866	
1430	Fees and Costs: Arch. Service, Permits Const. Admin, Etc..						7,319			7,319	
1430	Fees and Costs: CAP Fund Environmental Review ECORP						3,993			3,993	UC
1430	Fees and Costs: 43-13 Landscape Imp Shelton and Rhodes										UC
1450	Tree Maintenance- Amp Wide							-		-	Complete
1450	Parking and Driveway Asphalt and Concrete Site Imp							-		-	Complete
1450	115 Nelson Ave Door and Window Security							29,500.00		29,500	UC
1460	Dwelling Structures									-	
1465	Dwelling Equipment - 43-03 HVAC Repl							-		-	Complete
1465	Dwelling Equipment - Refrigerator Repl							2,817		2,817	UC
1470	Non-Dwelling Structures									-	
1475	Non-Dwelling Equipment									-	
1485	Demolition									-	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment							560,510		560,510	
1495	Relocation Costs								7,000	7,000	
1502	Contingency									-	
										1,598,486	Total

MEMO

Date: November 13, 2020

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director
Ed Mayer, Executive Director
Juan Meza, Property Manager

Subject: Farm Labor Housing, Gridley – status report

As of November 1, 2020, we have a total of (77) occupied units, none of which are *FEMA evacuees*. We have (18) units that are offline because they fall in Phases II and III of the ongoing rehab work, (7) units are deemed uninhabitable, and (19) units are available for occupancy, but uninhabited because of their age, condition, and relative high price, a function of the USDA's operational system. Most of the time, new prospective residents only want the new rehabbed units; staff continues to entice them to move into an older unit with an opportunity to move into a new rehabbed unit when the latter phases of construction are completed. We had (2) move-in's during the last (2) weeks, and anticipate (1-2) applicants moving in before the end of this month. There are currently five (5) additional applicants on our waiting list. There are no intent to vacate notices or unlawful detainers at this time. Our goal and number one priority continue to be renting out all habitable units on the property.

On-site security is reporting no significant issues on the property at this time. Maintenance staff and the Resident Manager continue to work on vacancy make-readies. Sierra Landscaping continues to serve the landscaping needs of the property.

Misita Tree Service worked on trimming & removing trees identified by staff as potential safety hazards in the month of October, 2020. There were a few punch list items from this tree project that were still pending, but they were completed the week of November 9th, 2020. We have some tree work scheduled for our Demo units in the month of December, 2020 that will be performed by North Valley Tree Service.

Monthly food distribution will be held on November 10, 2020 from 3-6 pm in the Community Room; to help ensure the safety of our residents all of the food was pre-packaged and distributed by staff wearing PPE. Promotores, along with the E-Aprende staff, are still not meeting with our residents, as their respective programs are on hold in working through the pandemic.

Mi C.A.S.A.'s afterschool program is nearing the end of their Fall Session. Mi C.A.S.A. staff is still implementing measures to keep both staff and students safe by having students work in small groups while observing social distancing and washing their hands and school supplies regularly. All students are screened (thermometer and contact questions) daily and the information is recorded by Mi C.A.S.A. staff. Mi C.A.S.A. is paying particular attention to ensuring students families are able to communicate with the school district on behalf of their children in application

of the school district' remote learning protocols, which presume both literacy and technological capacity on the part of parents – something that is not always present with FLH households.

Attached you will see the email correspondence for Yessenia Castenada who entered her poster in NAHRO's annual Housing America "What Home Means to Me" poster contest. She was the NorCal NAHRO's Elementary School Winner in this year's contest. Yessina and her poster now are in the running for National NAHRO recognition, and a chance to win the Grand Prize (scholarship monies) and to be on the cover of NAHRO's National Housing America Calendar! This is another great example of the good work of Mi CASA Afterschool Homework Program and their willingness to participate in the annual poster contest.

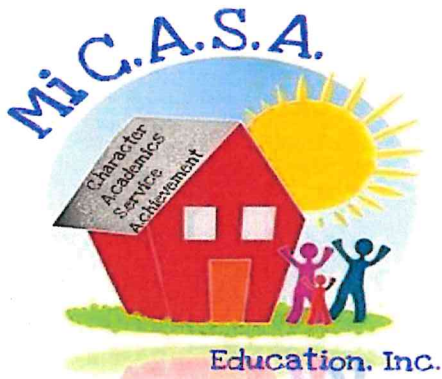
Construction is well underway on Phases II and III of the remodeling project. Contractor, J. Walt Construction, is currently working on the vacant units on Booth Dr. and Briarcliff Ln. Phases II and III of the remodeling projects included rehab work for nineteen (19) buildings, in which thirty-eight (38) units are scheduled to be converted to thirty-one (31) units. Due to the bids, a total of eleven (11) buildings are being rehabbed with funds available. The remaining five (5) buildings were moved to Phase IV. We are working with USDA to secure another \$3 million-dollar grant, to continue the work

The levee taking transaction is now complete. Proceeds, in the amount of \$66,450, have been received and deposited toward the property's rehab efforts.

In response to the FLH residents' water quality allegations, a discussion was had with the water quality engineer associated with the informal law group that facilitated the allegations, to understand what exactly had been done by way of research. The research was casual, to the extreme. To err on the side of prudence, a voluntary County-approved water testing plan investigated water quality of the entire water system, including generation and distribution. The testing found no hazardous conditions, and no conditions affirming in any way any of the allegations that had been made. To date, no complaint about water quality has been brought to the attention of management by any resident. A formal report has been completed by HACB consultants, and posted to the HACB website. Letters have been sent to all property residents, indicating that allegations about poor water quality are unfounded. Communications continue with the advocacy group that made the allegations.

FLH "Demo" units, including the trailer unit, not regulated by USDA, have seen exterior envelope stabilization completed, including lead-based paint abatement, select re-siding and trim replacements to address rot, and entire exterior repainting.

Improvements have been completed at the E-Center's leased building, where exterior water integrity issues have been addressed, as well as replacement of failing sections of the building's sewer line.



Mi C.A.S.A. EDUCATION, INC.
Site location: 1587 Booth
Mailing address: 385 Ford Ave.
Gridley, CA. 95948
E.I.N. # 80-0491477
530-513-2334
Website: www.micasaeducation.com



Nov 2, 2020

To: Board Members of the Housing Authority of Butte County
Ed Meyer, Larry Guanzon
From: Kathy McKenzie and Mi C.A.S.A. Education, Inc.
Re: Generous sustaining encouragement and support

Mi CASA staff and program are stretching to meet the educational challenges and needs of farm labor youth at the Gridley Farm Labor Center. Young adult leaders are assisting students with their lessons, assignments, virtual learning, and in-the-classroom expectations. They are also consulting parents to calm their worries related to COVID-19 and help them navigate the virtual world of computers. The school district expects all adults to be computer literate and no longer sends paper print communications. A very stressful time for the hard working farm labor parent!

Your financial and emotional support is sincerely appreciated. Thank you for telling us work to meet your expectations!

Stay well; Stay safe!

Kathy McKenzie
- Mi CASA Education, Inc.

From: [Larry Guanzon](#)
To: [Ed Mayer](#); [Marysol Perez](#)
Cc: [Juan Meza](#)
Subject: What Home Means to Me Finalist
Date: Friday, November 13, 2020 10:22:47 AM

Subject: What Home Means to Me finalist

Dear Edward,

I am excited to write to you today to let you know you have a finalist for our What Home Means to Me Poster Contest.

Yessenia Castaneda, age 10, Butte County Housing Authority

Yessenia is in the running for the grand prize, which is to have their poster featured on the calendar cover and win both an iPad and a trip to Washington DC. A final announcement will be made on Nov. 18 as part our National Online Conference.

I'd also like to request a submitted photo of Yessenia for our presentation on Wednesday. Please let me know if you have any questions. And again, congratulations on having a finalist in this year's What Home Means to Me contest!

Best

Libby Leyden | Assistant Editor and Public Affairs Coordinator
National Association of Housing and Redevelopment Officials (NAHRO)
630 Eye St. NW, Washington, D.C. 20001
Direct: (202) 580-7207 | Cell: 415-741-4288
lleyden@nahro.org | www.nahro.org | Twitter: [@NAHROnational](https://twitter.com/NAHROnational)

Subject: Regional Housing America Poster Contest Winners

Elementary school winner

<https://conta.cc/3k5NM72>

Regional Housing America Poster Contest Winners

We're excited to announce that the following posters moved forward to the National poster contest!



**NorCal Elementary
Winner**

Yessenia Castenada

HA of the County of
Butte



**NorCal Middle School
Winner**

Jorgina

TBD



**Arizona High
School
Winner**

TBD

TBD

Yessenia Castenada, who resides in our Gridley Farm Labor Housing Property was the Pacific Southwest Regional Council (PSWRC) Nor Cal "Elementary Winner" for the annual "What Home Means To Me Poster Contest"!

She is a student enrolled in the Mi CASA Afterschool Homework Program at GFLH.

Her poster now moves on to the National Poster Contest at the National Association Of Housing and Redevelopment Officials (NAHRO) Conference on November 17th & 18th where an Elementary overall winner will be chosen and announced.

Larry Guanzon, Deputy Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue
Chico, CA 95928
(530) 895-4474 ext. 226
(530) 895-4459 fax
larryg@butte-housing.com

MEMO

Date: November 13, 2020

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – HACB Owned Properties

- Alamont Apartments, Chico (30 units, family)
- Cordillera Apartments, Chico (20 units, family)
- Evanswood Estates, Oroville (28 units, family)
- Gridley Springs II, Gridley (24 units, family)
- Kathy Court Apartments, Paradise (12 units, family)
- Lincoln Apartments, Chico (18 units, family)
- Locust Apartments, Chico (10 units, family)
- Park Place Apartments, Oroville (40 units, senior)
- 2131 Fogg Ave, (1 single family house) Demo

For Alamont, Cordillera, Evanswood, Kathy Court, Lincoln, Locust, and Park Place Apartments, please also see monthly reports provided by the property manager, RSC Associates Inc., following this memo. Please also find Sackett Corporation's financials for Gridley Springs II.

Alamont Apartments, Chico – As of the first of the month there was zero (0) vacancy. The resident who was not paying rent has since moved from the property. The property continues to perform consistent with budget.

Cordillera Apartments, Chico - The property continues to have zero (0) vacancy. As you are aware, *Cordillera ownership was transferred to the Housing Authority ownership as of June 1, 2020.*

Evanswood Apartments, Oroville – This property currently has zero (0) vacancies *As mentioned in last month's report we have added #29 Evanswood, and now this property has a total of 28 units, as opposed to 27.* The complex continues to perform per budget. The buildings need repair and upgrade to exterior siding, to ensure integrity into the future. The exterior building work is planned to be addressed when the property is refinanced through HACB's asset management work. We have offered to purchase two (2) units from a single owner's at Evanswood. The offer has been accepted and closing is to occur before or prior to December 31, 2020. Once this transaction is completed the HACB will own a total of 30 of the 32 units at Evanswood Estates.

Gridley Springs II, Gridley (24 units, Family, Owner: HACB, PM: Sackett Corporation) The property currently has zero (0) vacancy. The property continues to perform consistent with budget. The property may be subject to restructuring, as Dawson Holdings, BCAHDC partner in GS I, has approached the HACB to consider re-unification of both GS I and II under single ownership.

Kathy Court Apartments, Paradise – Kathy Court, burnt to the ground in the Disaster, has been cleared, yet retains its 12-unit septic system. A claim against PG&E has been made for the difference between insurance proceeds and the estimated cost of replacement; the claim is subject to bankruptcy court proceeding. Organizational work is being completed to retain an architect to redesign the lost structures. The existing underground septic system was inspected and re-certified as sufficient for redevelopment of the property. An easement request from PG&E in support of reconstruction of the adjacent multi-family parcel has raised access and other issues – the issues are being analyzed via title work, which have lead to survey and other legal work, to sort out actual encumbrances and site conditions.

Lincoln Apartments, Chico – Lincoln Apartments has zero (0) vacancy as of the 1st of November. Capital improvement work continues to be considered, including upgrade of the 2nd level walkway assembly, including surfacing, soffit ting, railings, and stairways. Exterior painting will follow the walkway improvements, and parking lot repair is planned for this year. The walkway work will most likely occur when the property is repositioned through HACB’s asset management work.

Locust Apartments, Chico - The property has zero (0) vacancy as of the 1st of the month.

Park Place Apartments, Oroville – The property has zero (0) vacancy as of November 1st.

2131 Fogg Ave, Oroville – This single family “Demo” house is occupied. The leaky roof has been replaced this past month. An architect is being retained to schematically explore site use, principally, the exploration of use of “small houses” in building out the property.

Rent Collections at all properties are going well at this time.

Note, the 2000A Bond Series debt has been fully redeemed, there is no debt being served. Investment-grade physical needs assessments (PNA’s) and appraisals have been completed for six of these properties, and are being updated, in anticipation of their re-finance this fall. The six properties include four from the 2000A issuance, the Alamont, Lincoln, Park Place, and Evanswood apartments, with two other properties including the Locust Street Apartments, Chico, and Cordillera Apartments, Chico (just transferred to HACB ownership, June 1st).

Until the refinance effort is completed, and there exists another “bond portfolio”, these properties will be combined with the HACB’s “Other Properties” for purposes of reporting. All the properties addressed in this memo currently hold the same status, simply, HACB-owned. Additionally, the #29 Evanswood Estates unit report will be included in the 27-unit Evanswood Estate report, making for a 28-unit Evanswood Estate Report.

November 5, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 2000-A REVENUE BOND PROPERTIES

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended on October 31, 2020, for the five properties under the 2000-A Revenue Bond, consisting of Alamont Apartments, Evanswood Estates, Kathy Court Apartments, Lincoln Apartments, and Park Place Apartments.

1. Alamont Apartments
 - a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2020/2021 Performance Review.
 - d. Capital Improvement Summary.
2. Evanswood Estates
 - a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2020/2021 Performance Review.
 - d. Capital Improvement Summary.
3. Kathy Court Apartments
 - a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2020/2021 Performance Review.
 - d. Capital Improvement Summary.

4. Lincoln Apartments

- a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
- b. 12 Month Income Statement.
- c. 2020/2021 Performance Review.
- d. Capital Improvement Summary.

5. Park Place Apartments

- a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
- b. 12 Month Income Statement.
- c. 2020/2021 Performance Review.
- d. Capital Improvement Summary.

ALAMONT APARTMENTS

Alamont Apartments ended the month of October with no vacancies, as there were no new move ins or move outs.

Total rental income for the month of October was \$24,001.50 which was \$906.50 less than was budgeted due to unpaid rents and prepaid rents. Service income for the month came to \$286.67 and was lower than budget by \$68.33 due to less laundry revenue being collected. This brought the total income to \$24,288.17, which was less than budget by \$974.83 due to the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses totaled \$157.52 which was under budget by \$79.48 due to lower advertising fees and no referral fees. Total administrative expenses came to \$2,424.03 which was higher than budget for the month by \$171.03 as we had to purchase a new computer for the property. The costs associated with the new computer were recorded under the expense category of Miscellaneous. Total utility expenses were \$2,340.07 and less than budget by \$104.93, due to lower electricity costs. There were no apartment turnover costs for the month. Maintenance expenses for the month were \$4,008.90 which was higher than the budget by \$993.90, due to an exterior pipe break near units #1-4 and several appliance repairs. The net operating income came in at \$15,357.65, less than what was budgeted by \$1,955.35. The capital improvements for October totaled \$734.99, higher than budget by \$84.99. This was for the purchase of a range for Unit #23. After the total financial expenses of \$3,088.00, the net project cash flow came to \$11,534.66, which was \$2,040.34 less than the budget for the reasons mentioned above.

Mr. Ed Mayer, Executive Director
Chico, California

November 9, 2020
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As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$119,463.12. This total consisted of \$3,000.00 in the general checking account, \$62,699.23 in the general savings account, \$53,713.89 in the financial reserve account, and \$50.00 in the petty cash account.

EVANSWOOD ESTATES

Evanswood Estates ended the month of October with no vacant units, as there were no new move ins or move outs.

Total rental income for the month came to \$30,566.04 which was higher than budget by \$2,693.04. This variance was due to no vacancy loss, and prepaid rents being used. The service income for the month was \$128.79, lower than budget by \$739.21, due to no cleaning and repairs and maintenance revenues collected. This brought the total income to \$30,694.83, which was \$1,953.83 higher than what was budgeted for the reasons previously mentioned.

Moving on to the monthly expenses, the renting expenses totaled \$132.94, meeting budget. Total administrative expenses were \$7,232.63, which was \$230.63 higher than what was budgeted. The total utility expenses for the month came to \$15,203.02 which was higher than the budget by \$13,682.02 due to the annual sewer service billing and higher overall utility costs. The sewer service expense was budgeted for November so this overage will be largely offset in November. There were no apartment turnover expenses. Total maintenance expenses were \$2,988.76, over budget by \$463.76, as we repaired kitchen cabinets in unit #41 and replaced a toilet in unit #8 and #9. This brought the net operating income to \$5,137.48, which was \$12,410.52 lower than the budget mostly due to the timing of the annual sewer service bill previously mentioned.

There were no capital improvements for October. The total financial expenses for the month came in at \$15,811.00 which brought the net project cash flow to a negative \$10,673.52, which was \$12,410.52 under budget.

As you review the Cash Balance Summary on the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$81,784.51 with \$3,000.00 in the general checking, \$353.57 in the general savings, and \$78,430.94 in the replacement reserve account.

KATHY COURT APARTMENTS

Kathy Court Apartments ended the month of October with no available units due to the Camp Fire.

There was no rental income for October due to the Camp Fire. There were no renting expenses. The total administrative expenses came to \$370.00, which was the management fee and asset management fee. There were no utility expenses, or apartment turnover expenses. There were no maintenance expenses. The total operating expenses came to \$370.00. The net operating income was a negative \$370.00. The net project cash flow came to a negative \$370.00.

As you can see on the Cash Flow statement, the property ended the month with total cash on hand of \$15,347.08.

LINCOLN APARTMENTS

Lincoln Apartments ended the month of October with no vacant units, as there were no new move ins or move outs.

The total rental income for the month of October came to \$13,376.00 and was higher than budget by \$1,663.00. This overage is largely a result of several residents catching up on unpaid balances. Service income totaled \$280.44, which was higher than budget by \$22.44 as laundry income revenue exceeded the budget. This brought the total income to \$13,656.44 higher than what was budgeted by \$1,685.44, for the reasons previously mentioned.

Moving on to the October monthly expenses, the renting expenses came to \$65.65 and lower than budget by \$129.35 due to no referral fees. Total administrative expenses were \$1,361.12, meeting budget. Utility expenses totaled \$1,405.62, which was less than what was budgeted by \$262.38, due to lower water and sewer costs. There were no apartment turnover expenses for the month. The total maintenance expenses were \$1,616.20, which was under budget by \$543.80, due to no labor costs and servicing costs that had been budgeted. This brought the net operating income to \$9,207.85 which was higher than budget by \$4,317.85 due to the reasons previously mentioned.

There were no capital improvements for the month. After the total financial expenses of \$5,436.00, the net project cash flow came to \$3,771.85, which was higher than the budget by \$4,317.85 for the reasons described above.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$66,736.37. This consisted of \$3,000.00 in the general checking account, \$43,721.37 in the general savings, \$19,915.00 in the financial reserve account, and \$100.00 in the petty cash account

PARK PLACE APARTMENTS

Park Place Apartments ended the month of October with no vacancies, as there were no new move ins or move outs.

Total rental income for the month of October was \$23,108.00 which was less than the budget by \$627.00, due to unpaid rents which were offset by lower vacancy losses and collecting prepaid rents. Several of the residents who were unpaid in October, made payments in November to catch up on their overdue balances. Service income for the month totaled \$256.46, which was under budget by \$268.54 due to no repairs and maintenance or cleaning revenue being collected. This brought the total income to \$23,364.46 less than budget by \$895.54 for the reasons described above.

Moving on to the monthly expenses, you will see that the renting expenses came to \$224.60 which was \$35.40 lower than the budget due to no resident activities. Total administrative expenses were \$2,138.04, which was under budget by \$59.96, meeting budget. Utility expenses totaled \$20,695.58, which was \$18,943.58 higher than budget due to the annual sewer service costs. The sewer service expense was budgeted to occur in January so you will see a budget offset when we complete that report. The apartment turnover expenses totaled \$1,971.99, under budget by \$758.01, due to lower labor and material costs. Maintenance expenses totaled \$4,645.70, higher than budget by \$1,735.70, due to higher on-site maintenance staff costs and high janitorial expenses which were for three months, July through September. This brought the net operating income to a negative \$7,003.45, lower than budget by \$20,721.45 for the reasons previously mentioned.

The capital improvements for October were \$1,286.70, under budget by \$3,463.30 due to no landscaping being done. There was the purchase of a range for Unit #25 and vinyl for #9.

After the total financial expenses of \$3,249.00, the net project cash flow came to a negative \$11,539.15, lower than budget by \$17,258.15, for the reasons previously mentioned.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$71,621.97. This consisted of \$3,000.00 in the general checking account, \$167.97 in the general savings account, \$68,354.00 in the financial reserve account and \$100.00 in the petty cash account.

Ed Mayer, Executive Director
Chico, California

November 9, 2020
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Please give me a call if you have any questions regarding any of your properties. We will keep you apprised of any needs or concerns regarding each of the properties.

Sincerely yours,

RSC ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'Richard Gillaspie', with a stylized flourish at the end.

Richard Gillaspie
Property Manager

RG:ph
Enclosures

ALAMONT APARTMENTS

2020/2021 PERFORMANCE REVIEW

Performance Review 2020 - 21

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2016/17	20,554	19,496	20,063	20,103	19,755	19,712	19,831	20,550	19,790	21,389	20,733	21,892	243,868
TOTAL INCOME 2017/18	21,116	20,232	21,376	22,180	21,356	21,815	20,840	21,521	20,783	25,254	21,031	26,876	264,379
TOTAL INCOME 2018/19	22,324	23,966	24,865	22,689	23,755	23,318	22,432	22,893	24,972	20,904	23,201	23,410	278,730
TOTAL INCOME 2019/20	22,677	23,429	23,720	22,277	23,270	25,436	24,968	24,414	24,434	23,350	25,032	25,092	288,099
TOTAL INCOME 2020/21	24,288												
VARIANCE	1,612												1,612

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 VACANCY LOSS	-1,009	-59	-143	-715	-715	-715	-715	-1,276	0	0	-623	-900	-6,870
2017/18 VACANCY LOSS	-900	-1,650	-692	0	-362	-630	0	0	0	0	-600	-510	-5,343
2018/19 VACANCY LOSS	0	0	-75	0	0	0	1	-453	-853	-534	-1,515	-1,336	-4,765
2019/20 VACANCY LOSS	-843	-840	-3,192	-1,333	-872	0	0	0	0	0	-633	2	-7,711
2020/21 VACANCY LOSS	0												
VARIANCE	843												843

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 UNPAID RENTS	372	-701	-523	90	0	0	0	-82	-188	520	-5	5	-512
2017/18 UNPAID RENTS	0	0	0	-105	-388	435	-880	-905	-890	2,970	-1,330	2,258	1,165
2018/19 UNPAID RENTS	-763	651	161	20	10	49	-1,331	-397	1,567	-1,117	553	792	196
2019/20 UNPAID RENTS	-901	-561	120	0	0	0	0	-92	-757	-1,496	-203	-849	-4,738
2020/21 UNPAID RENTS	-775												
VARIANCE	127												127

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL OPER EXP	8,496	11,058	11,877	6,413	6,078	9,088	6,795	8,681	5,630	7,085	5,697	9,850	96,747
2017/18 TOTAL OPER EXP	6,106	5,187	9,864	6,020	7,929	9,337	6,550	5,796	6,207	8,438	7,682	8,730	87,846
2018/19 TOTAL OPER EXP	7,667	4,586	6,898	7,084	6,495	9,216	7,876	9,609	8,883	9,986	9,400	12,778	100,478
2019/20 TOTAL OPER EXP	12,655	7,721	10,633	24,089	7,083	21,406	5,758	6,135	7,257	8,970	7,539	12,589	131,833
2020/21 TOTAL OPER EXP	8,931												
VARIANCE	-3,724												-3,724

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL NOI	12,058	8,438	8,186	13,690	13,677	10,624	13,036	11,869	14,160	14,304	15,036	12,043	147,121
2017/18 TOTAL NOI	15,009	15,045	11,512	16,160	13,427	12,477	14,290	15,725	14,576	16,816	13,349	18,145	176,533
2018/19 TOTAL NOI	14,657	19,380	17,967	15,605	17,260	14,102	14,557	13,284	16,089	10,918	13,801	10,632	178,252
2019/20 TOTAL NOI	10,022	15,708	13,087	-1,812	16,187	4,031	19,210	18,279	17,177	14,380	17,493	12,503	156,266
2020/21 TOTAL NOI	15,358												
VARIANCE	5,336												5,336

EVANSWOOD ESTATES
2020 - 2021 PERFORMANCE REVIEW

Ev08-09pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2016/2017	24015	25556	22288	22612	24826	25791	25401	24471	22296	28305	26950	27243	299754
TOTAL INCOME 2017/2018	22505	26517	25247	25129	28868	24735	27062	25902	25823	25872	26340	26061	310062
TOTAL INCOME 2019/2019	26346	23751	29950	26505	26326	26333	26637	27013	26970	27477	27784	28165	323257
TOTAL INCOME 2018/2020	28019	26745	24076	27047	28691	30393	30361	28695	26422	27492	31135	30384	339460
TOTAL INCOME 2020/2021	30695												
VARIANCE	2675												2675
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/2017 VACANCY LOSS	-1050	-2120	-2986	-1883	-832	183	0	-925	-1043	139	0	16	-10501
2017/2018 VACANCY LOSS	-1106	-1073	-1394	0	0	0	0	0	-271	0	-470	0	-4314
2018/2019 VACANCY LOSS	0	0	-406	0	0	0	0	0	-663	0	0	-187	-1257
2019/2020 VACANCY LOSS	0	-1300	-3491	-1357	-275	0	0	-1000	-2973	-1945	-694	0	-13034
2020/2021 VACANCY LOSS	0												
VARIANCE	0												0
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/2017 UNPAID RENTS	-14	1235	0	-1082	423	-170	-4	101	-2136	2285	547	-658	527
2017/2018 UNPAID RENTS	-2154	2050	0	-153	89	-1100	1100	0	0	0	0	-378	-546
2018/2019 UNPAID RENTS	25	-3357	2195	1500	0	-1	1	-93	-101	-101	49	158	275
2019/2020 UNPAID RENTS	-144	-13	-546	-265	0	1300	255	50	-322	50	378	-120	623
2020/2021 UNPAID RENTS	-845												
VARIANCE	-701												-701
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL OPER. EXP.	13821	9431	9079	12822	15960	18874	8695	8807	7492	14743	9537	9188	138449
2017/18 TOTAL OPER. EXP.	8518	8435	12995	34778	9702	7854	9656	8487	9275	9478	10419	8561	138157
2018/19 TOTAL OPER. EXP.	23913	9190	18864	9513	8508	11091	9837	7165	9203	12520	8017	11098	138917
2019/20 TOTAL OPER. EXP.	21236	10291	10327	26583	9605	19177	11304	10647	8353	11342	18591	19107	176564
2020/21 TOTAL OPER. EXP.	25557												
VARIANCE	4321												4321
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/2017 TOTAL NOI	10194	16124	13210	9790	8866	6917	16706	15663	14804	13562	17413	18056	161305
2017/2018 TOTAL NOI	13987	18082	12252	-9649	19166	16881	17406	17415	16549	16395	15921	17501	171905
2018/2019 TOTAL NOI	2433	14561	11086	16992	17818	15242	16801	19848	17767	14958	19768	17067	184340
2019/2020 TOTAL NOI	6783	16454	13749	464	19086	11216	19057	18047	18069	16150	12543	11277	162896
2020/2021 TOTAL NOI	5137												
VARIANCE	-1645												-1645

LINCOLN APARTMENTS

2020 / 2021 PERFORMANCE REVIEW

LNA07-08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	10837	10462	8970	9553	10644	10104	10559	10374	10953	10092	10765	10529	123,843
TOTAL INCOME 2016/17	10302	11082	10773	11146	11141	11847	10578	11156	11174	11378	11420	11179	133,177
TOTAL INCOME 2017/18	10423	11837	11327	11169	10653	11027	12506	11296	10638	12351	11862	10876	135,967
TOTAL INCOME 2018/19	12798	10026	12618	11543	11664	12250	11212	11950	12116	11490	12445	12026	142,137
TOTAL INCOME 200/21	12781	12076	11392	11908	13498	12364	11752	12292	11984	12389	12588	11995	147,019
TOTAL INCOME 2020/21	13656												
VARIANCE	875												875
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	-258	-575	-595	-1217	-867	-192	0	-360	-1231	-635	-191	-679	-6,799
2016/17 VACANCY LOSS	-700	-169	-510	0	0	43	0	0	0	0	0	-567	-1,904
2017/18 VACANCY LOSS	-645	-250	0	-405	-645	-122	8	-550	-750	0	0	75	-3,284
2018/19 VACANCY LOSS	-575	0	-950	0	750	0	0	0	0	0	0	0	-775
2019/20 VACANCY LOSS	0	0	-625	108	0	0	-650	-455	-450	0	0	0	-2,071
2020/21 VACANCY LOSS	0												
VARIANCE	0												0
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	-475	-437	-475	-247	-889	593	0	-11	500	0	-21	21	-1,442
2016/17 UNPAID RENTS	0	-5	5	0	0	0	0	0	0	0	0	0	0
2017/18 UNPAID RENTS	-400	375	0	36	-155	-453	-532	-100	100	100	90	-755	-1,694
2018/19 UNPAID RENTS	480	-1000	930	-425	-1103	101	-679	131	220	-430	595	-30	-1,210
2019/20 UNPAID RENTS	540	-160	-412	-518	1012	25	-119	-97	0	15	0	-1530	-1,245
2020/21 UNPAID RENTS	1633												
VARIANCE	1093												1,093
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER. EXP.	8125	6141	7193	7575	5193	8897	8761	5351	8204	6854	3664	4856	80,815
2016/17 TOTAL OPER. EXP.	5915	5497	5065	4829	4795	3994	4206	3846	3140	4493	4089	6684	56,552
2017/18 TOTAL OPER. EXP.	11576	8838	6363	4723	7257	3792	3742	4423	5217	7734	6941	3620	74,225
2018/19 TOTAL OPER. EXP.	7866	7526	6294	5598	4312	4721	4897	3485	2514	4268	3286	4298	59,064
2019/20 TOTAL OPER. EXP.	3776	3954	5080	7130	4251	4237	3991	4141	4666	6306	4083	3976	55,592
2020/21 TOTAL OPER. EXP.	4449												
VARIANCE	673												673
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	2712	4321	1777	1979	5451	1206	1798	5023	2750	3238	7101	5673	43,029
2016/17 TOTAL NOI	4387	5586	5707	6318	6346	7853	6372	7310	8034	6885	7332	4495	76,624
2017/18 TOTAL NOI	-1153	2999	4965	6446	3396	7235	8764	6873	5422	4617	4922	7260	61,746
2018/19 TOTAL NOI	4932	2500	6324	5944	7352	7529	6315	8465	9602	7222	9160	7728	83,073
2019/20 TOTAL NOI	9006	8121	6313	4778	9247	8127	7760	8150	7319	6083	8504	8019	91,427
2020/21 TOTAL NOI	9208												
VARIANCE	202												202

2020 / 2021 PERFORMANCE REVIEW

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November 5, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: CAMEO DRIVE APARTMENTS

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended October 31, 2020. This statement is accompanied by the following combined financial statements for the Cameo Drive and Cordillera Apartments.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. 2020/2021 Performance Review.
4. Capital Improvement Summary.

The property ended the month 100% occupied as there were no move outs, and we had a new resident manager move in on 10/23/2020.

The total rental income for the month of October came to \$15,218.00, higher than budget by \$183.00. This figure included the difference between vacancy loss, unpaid rents, and prepaid rents. Total service income came to \$1.15 which is the interest earned on savings for the month. We did not receive a check for laundry income in October from WASH. This brought the total October income to \$15,219.15, meeting budget.

Moving on to the monthly expenses, the total renting expenses came to \$77.50 which was under budget by \$62.50 due to lower advertising and lower office supply costs. Total administrative expenses for the month were \$2,343.07, higher than budget by \$466.07 due to higher resident manager expenses. These higher costs are attributed to training for the new on-site manager, Pajja Contestable.

Mr. Ed Mayer, Executive Director
Chico, CA

November 5, 2020
Page 2

The utility expenses totaled \$2,458.17, higher than budget by \$471.17, due to higher electric and gas costs.

There were no apartment turnover expenses for October. The total maintenance expenses came to \$2,566.62 which was above budget by \$316.62 as several categories were slightly above budget. One category, Landscape Extra, was above budget as we had Complete Tree remove a damaged tree limb that was a potential hazard.

The capital improvements totaled \$464.69, lower than budget by \$1,535.31. This included a purchase of a new range for Unit #49-2, but \$2,000.00 was budgeted for some landscaping, which was not done. The net project cash flow for the month was \$4,506.10, which was higher than the budget by \$357.10, for the reasons previously mentioned.

As you review the Cash Balance Summary on the Cash Flow Statement for October, you will see that the property ended the month with \$25,767.05. Of this, \$3,000.00 is in the general checking account, \$19,864.05 in the general savings account, \$2,803.03 in the financial reserve account and \$100.00 in the petty cash fund.

Please give me a call if you have any questions regarding the Cameo Drive Apartments.

Sincerely yours,

CAMEO DRIVE APARTMENTS



Richard Gillaspie
Property Manager

RG:ph
Enclosures

CAMEO DR APARTMENTS
2020-2021 PERFORMANCE REVIEW

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	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2016/17	12897	13454	13984	13050	14438	13207	12429	13965	13308	12985	13292	13451	160,459
TOTAL INCOME 2017/18	12573	11906	12640	13899	12945	12516	11735	13266	13415	12226	13295	11688	152,105
TOTAL INCOME 2018/19	13197	12635	11399	12360	13598	15670	13303	13970	13758	14312	15142	16259	165,604
TOTAL INCOME 2019/20	13515	14196	14557	15528	14817	15866	15462	15353	1	14965	14672	15254	164,186
TOTAL INCOME 2020/21	15219												
VARIANCE	1704												1,704
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 VACANCY LOSS	0	0	0	0	0	0	0	0	0	0	0	0	0
2017/18 VACANCY LOSS	0	-1377	28	0	0	0	-660	-732	55	0	0	0	-2,687
2018/19 VACANCY LOSS	0	0	0	0	-1600	0	0	-745	-587	0	0	-900	-3,831
2019/20 VACANCY LOSS	-900	-1408	0	-900	-362	0	0	0	-15400	0	0	0	-18,969
2020/21 VACANCY LOSS	-385												
VARIANCE	515												515
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 UNPAID RENTS	-275	-550	-95	512	1220	-18	-755	605	-83	-305	-522	55	-211
2017/18 UNPAID RENTS	-911	-840	-2043	1030	-665	-910	-860	-433	-406	-956	-1112	-2161	-10,267
2018/19 UNPAID RENTS	-1260	-1267	-2794	-1815	5969	971	-745	-828	642	-411	259	1266	-13
2019/20 UNPAID RENTS	173	418	966	1100	249	920	-484	119	1258	-800	-346	25	3,598
2020/21 UNPAID RENTS	441												
VARIANCE	268												268
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL OPER. EXP.	6951	6078	7857	6823	6924	6880	11809	5761	4565	6685	7877	5482	83,693
2017/18 TOTAL OPER. EXP.	4727	8499	10532	8417	6199	4874	12195	9040	6518	6729	7753	6972	92,454
2018/19 TOTAL OPER. EXP.	8341	6123	7404	7912	8015	14053	23297	7543	7161	10852	5860	6068	112,629
2019/20 TOTAL OPER. EXP.	9324	5736	5837	10504	6255	8451	7597	5697	4601	6430	7913	8839	87,183
2020/21 TOTAL OPER. EXP.	7445												
VARIANCE	-1879												-1,879
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL NOI	5946	7376	6127	6227	7514	6328	619	8204	8743	6300	5414	7969	76,767
2017/18 TOTAL NOI	7846	3408	2108	5482	6746	7643	-460	4226	6897	5497	5542	4716	59,650
2018/19 TOTAL NOI	4857	6512	3995	4448	5583	1616	-9994	6428	6597	3460	9282	10191	52,975
2019/20 TOTAL NOI	4192	8459	8720	5025	8562	7415	7865	9656	-4600	8535	6759	6415	77,003
2020/21 TOTAL NOI	7774												
VARIANCE	3582												3,582



November 5, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 1519 LOCUST STREET APARTMENTS

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended October 31, 2020. This statement is accompanied by the following financial statements for the 1519 Locust Street Apartments.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. 2020/2021 Performance Review.
4. Capital Improvement Summary.

1519 Locust Street Apartments ended the month of October with no vacant units, as there were no new move ins or move outs.

The total rental income for the month of October came to \$5,959.00 which met budget. Service income totaled \$128.11, which was lower than budget by \$271.89, due to no cleaning and maintenance revenue being collected. This brought the October total income to \$6,087.11 which was \$310.89 lower than budget for the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses came to \$55.75 which was higher than budget by \$30.75, due to advertising expenses.

Mr. Ed Mayer, Executive Director
Chico, California

November 5, 2020
Page 2

Total administrative expenses were \$611.93 which met budget. Utility expenses for the month came to \$1,783.07, higher than the budgeted figure by \$998.07 due to higher electric, water, and sewer costs.

There were no apartment turnover expenses for the month of October. Total maintenance expenses for the month came to \$5,261.47 which was \$3,881.47 higher than budget due to a broken underground water line and a repair for a leak in the wall for Unit #5. The maintenance expenses reflect the cost of making repairs inside the unit damaged by the broken water line and the costs associated with the actual repair of the water line was recorded in capital expenses described below. The total operating expenses came to \$7,918.22 which was \$3,961.22 higher than the budgeted figure for the reasons described. The capital improvements totaled \$11,160.00, higher than budget by \$8,860.00. These costs include the re-piping of the water lines in Unit #5 already mentioned along with costs to replace water damaged wood trim and side on the west facing side of the Locust building.

The net project cash flow for October came to a negative \$14,272.11, which was below the budgeted figure by \$13,132.11.

As you review the Cash Balance Summary on the Cash Flow, you will see that the property ended the month with total cash on hand of \$23,167.17. Of that amount, \$3,000.00 is in the general checking account, \$14,423.17 in the general savings, and \$5,744.00 in the financial reserve account.

Please give me a call if you have any questions regarding the 1519 Locust Street Apartments.

Sincerely yours,

1519 LOCUST STREET APARTMENTS



Richard Gillaspie
Property Manager

RG:ph
Enclosures

1519 LOCUST STREET APARTMENTS

2020 / 2021 PERFORMANCE REVIEW

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	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2017/18	6,139	6,177	6,145	6,069	6,161	5,936	6,206	6,650	6,294	6,267	6,293	5,888	74,226
TOTAL INCOME 2018/19	6,321	5,992	6,325	7,771	6,311	4,765	7,124	6,342	6,219	6,265	9,094	5,415	77,944
TOTAL INCOME 2019/20	5,996	4,525	10,712	6,216	7,354	7,151	6,083	5,976	5,974	6,123	9,441	5,836	81,387
TOTAL INCOME 2020/21	6,087												
VARIANCE	-52												-52

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2017/18 VACANCY LOSS	0	0	0	0	0	-73	0	0	0	0	0	0	-73
2018/19 VACANCY LOSS	0	0	0	0	0	-690	0	-161	-859	-283	0	0	-1,993
2019/20 VACANCY LOSS	0	-350	0	-416	-128	-313	0	0	0	0	0	0	-1,208
2020/21 VACANCY LOSS	0												
VARIANCE	0												0

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2017/18 UNPAID RENTS	0	-60	-20	5	5	-93	32	20	0	0	-148	-44	-303
2018/19 UNPAID RENTS	-345	0	0	345	0	0	80	-56	-621	-330	-251	-818	-1,997
2019/20 UNPAID RENTS	-383	-1,300	-199	-861	504	3	-688	-807	-807	-807	2,193	-807	-3,959
2020/21 UNPAID RENTS	-807												
VARIANCE	-807												-807

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2017/18 TOTAL OPER EXP	2,251	2,172	1,985	2,643	2,801	3,822	3,739	2,498	2,428	2,161	3,326	1,757	31,581
2018/19 TOTAL OPER EXP	2,381	2,216	3,041	2,264	2,458	2,459	3,951	1,949	3,536	4,138	2,913	2,688	33,994
2019/20 TOTAL OPER EXP	3,408	2,193	3,030	2,327	2,455	5,393	4,358	2,504	1,867	2,804	3,167	2,770	36,276
2020/21 TOTAL OPER EXP	7,918												
VARIANCE	5,667												5,667

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2017/18 TOTAL NOI	3,888	4,005	4,160	3,427	3,360	2,114	2,467	4,152	3,867	4,106	2,967	4,132	42,645
2018/19 TOTAL NOI	3,940	3,776	3,284	5,508	3,853	2,306	3,173	4,393	2,682	2,127	6,181	2,727	43,950
2019/20 TOTAL NOI	2,588	2,332	7,682	3,889	4,899	1,758	1,726	3,472	4,106	3,319	6,274	3,067	45,112
2020/21 TOTAL NOI	-1,831												
VARIANCE	-5,719												-5,719



GRIDLEY SPRINGS October 2020

Property Status:

1. GSI is 100% occupied with Zero notices to vacate.
2. GSII is 100% occupied with Zero notices to vacate.
3. GSI FY2021 budget has been submitted to USDA and we are awaiting final approval.
4. GSI is getting a new laundry room floor installed.

Thank you!
Mac Upshaw

Income Statement
HACB GRIDLEY SPRINGS II
As of
October 31, 2020

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	14,773.00	15,321.00	(548.00)	14,773.00	15,321.00	(548.00)
Tenant Assistance Payments	1,746.00	0.00	1,746.00	1,746.00	0.00	1,746.00
Total Revenue	16,519.00	15,321.00	1,198.00	16,519.00	15,321.00	1,198.00
Apartment Vacancies	0.00	(306.00)	306.00	0.00	(306.00)	306.00
Total Vacancies	0.00	(306.00)	306.00	0.00	(306.00)	306.00
NET RENTAL REVENUE	16,519.00	15,015.00	1,504.00	16,519.00	15,015.00	1,504.00
Interest Income-Other Cash	2.90	0.00	2.90	2.90	0.00	2.90
Interest Income-Sec Deposits	0.11	0.00	0.11	0.11	0.00	0.11
Total Financial Revenue	3.01	0.00	3.01	3.01	0.00	3.01
Misc Tenant Charges/Damages & Cleaning	0.00	125.00	(125.00)	0.00	125.00	(125.00)
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Other Income/Application Fee	0.00	0.00	0.00	0.00	0.00	0.00
Laundry Revenue	80.50	83.00	(2.50)	80.50	83.00	(2.50)
Total Other Revenue	80.50	208.00	(127.50)	80.50	208.00	(127.50)
TOTAL REVENUE	16,602.51	15,223.00	1,379.51	16,602.51	15,223.00	1,379.51
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	21.00	(21.00)	0.00	21.00	(21.00)
Credit Reports	29.64	0.00	29.64	29.64	0.00	29.64
IT Support Services	128.00	128.00	0.00	128.00	128.00	0.00
Telephone/Answering Service	38.47	0.00	38.47	38.47	0.00	38.47
Consulting/Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Mailing	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Expense/Office Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies/Expenses	6.60	439.00	(432.40)	6.60	439.00	(432.40)
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
Management Fee	1,080.00	1,080.00	0.00	1,080.00	1,080.00	0.00
Manager Salaries	1,977.28	1,342.00	635.28	1,977.28	1,342.00	635.28
Education/Registration fees	0.00	63.00	(63.00)	0.00	63.00	(63.00)
Legal Expense	0.00	125.00	(125.00)	0.00	125.00	(125.00)
Auditing Fees	0.00	0.00	0.00	0.00	0.00	0.00
Other Administrative Costs	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Expenses	3,259.99	3,198.00	61.99	3,259.99	3,198.00	61.99
Utility Expenses						
Electricity	108.50	292.00	(183.50)	108.50	292.00	(183.50)
Water	660.83	500.00	160.83	660.83	500.00	160.83
Gas	27.13	83.00	(55.87)	27.13	83.00	(55.87)
Sewer	806.92	912.00	(105.08)	806.92	912.00	(105.08)
Garbage and Trash Removal	480.56	663.00	(182.44)	480.56	663.00	(182.44)
Total Utility Expenses	2,083.94	2,450.00	(366.06)	2,083.94	2,450.00	(366.06)
Operating & Maintenance Expense						
Clean and Repair Apartment	0.00	0.00	0.00	0.00	0.00	0.00
Cleaning Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Exterminating Contract	100.00	0.00	100.00	100.00	0.00	100.00
Tree Service	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Contract	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Maintenance and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Personnel	1,200.68	1,342.00	(141.32)	1,200.68	1,342.00	(141.32)
Repair Materials	210.62	1,667.00	(1,456.38)	210.62	1,667.00	(1,456.38)
Repair Contract/Vendor Labor	0.00	1,825.00	(1,825.00)	0.00	1,825.00	(1,825.00)
Electrical Repair and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
HVAC Repair/Maintenance	0.00	1,667.00	(1,667.00)	0.00	1,667.00	(1,667.00)
Appliance Repair and Maintenance	80.00	0.00	80.00	80.00	0.00	80.00
Plumbing Repair and Supplies	164.23	0.00	164.23	164.23	0.00	164.23
Interior Painting and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Gas, Oil and Mileage	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Misc Operation & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating & Maint Expenses	1,755.53	6,501.00	(4,745.47)	1,755.53	6,501.00	(4,745.47)

Income Statement
HACB GRIDLEY SPRINGS II
As of
October 31, 2020

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	288.22	318.00	(29.78)	288.22	318.00	(29.78)
Property & Liability Insurance	0.00	150.00	(150.00)	0.00	150.00	(150.00)
Worker's Compensation	224.14	221.00	3.14	224.14	221.00	3.14
Health/Dental Insurance	115.18	193.00	(77.82)	115.18	193.00	(77.82)
Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes & Insurance Expenses	627.54	882.00	(254.46)	627.54	882.00	(254.46)
TOTAL EXPENSES	7,727.00	13,031.00	(5,304.00)	7,727.00	13,031.00	(5,304.00)
NET OPERATING INCOME (LOSS)	8,875.51	2,192.00	6,683.51	8,875.51	2,192.00	6,683.51
Interest & Finance Expense						
Mortgage Interest	545.08	0.00	545.08	545.08	0.00	545.08
Bank Fees	30.00	0.00	30.00	30.00	0.00	30.00
Total Interest & Finance Expense	575.08	0.00	575.08	575.08	0.00	575.08
OPERATING PROFIT (LOSS)	8,300.43	2,192.00	6,108.43	8,300.43	2,192.00	6,108.43
Replacements						
Roofing/Paving/Exterior Repair	0.00	0.00	0.00	0.00	0.00	0.00
Appliance Replacement	499.10	0.00	499.10	499.10	0.00	499.10
Furniture/Equipment Replacement	1,200.00	0.00	1,200.00	1,200.00	0.00	1,200.00
HVAC & Plumbing Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Replacements	1,699.10	0.00	1,699.10	1,699.10	0.00	1,699.10
NET CASH FLOW FROM OPERATIONS	6,601.33	2,192.00	4,409.33	6,601.33	2,192.00	4,409.33

Date: 11/01/2020

MEMO

To: Board of Commissions

From: Javi Pinedo, Special Programs Coordinator

Subject: Family Self-Sufficiency (FSS) Program update for Oct. 2020

Program Statistics for Period Ending	Oct. 2020	Oct. 2019
Number of participants as of last day of the month	45	32
Number of Orientation Briefings	0	1
Number of signed contracts	0	1
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	0	0
Contract Expired	0	0
Number of Terminations	0	0
Number of Voluntary Exits	0	1
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	10	15
Number of participants with new employment (YTD)	1	7
Number of participants with escrow accounts	26	23
Number of participants currently escrowing	15	19
Amount disbursed from escrow account	\$0.00	\$0.00
Balance of Escrow Account	\$112,764.81	\$101,292.99

FSS FY 2019 HUD Grant Program Tracking Data

Program Management Questions:	YTD (2020)
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	45
Number of FSS participants identified as a person with disabilities	14
Number of FSS participants employed	26
Number of FSS participants in training programs	7
Number of FSS participants enrolled in higher/adult education	3
Number of FSS participants enrolled in school and employed	1
Number of FSS families receiving cash assistance	2
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	0
Number of FSS families moved to non-subsidized housing	1
Number of FSS families moved to home-ownership	0

HACB CoC Programs: A Report to the Board of Commissioners for the Month of October 2020

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	10/2020 Enrollment	10/2020 HAP Assistance	Grant Balance
S+C SEARCH South	10/1/19 - 9/30/20	\$42,720.00	HACB	BCBH	5	Unaccompanied adults, chronically homeless with SMI	Oroville, Chico	5	\$3,686.00	\$41,108.00
SEARCH Samaritan Bonus (extended due to COVID 19)	7/1/19 - 12/31/2020	\$37,680.00	BCBH	BCBH	4	Unaccompanied adults, chronically homeless with SMI	Chico	3	\$1,240.00	\$10,866.00
SEARCH III- SHP	7/1/20 - 6/30/21	\$32,184.00	BCBH	BCBH	3	Unaccompanied adults, homeless with SMI	South County	3	\$1,629.00	\$22,082.86
LINK PHB (extended due to COVID 19)	7/1/19 - 12/31/2020	\$28,260.00	BCBH	BCBH	3	Unaccompanied youth, ages 18-24, chronically homeless with SMI	Chico	1	\$622.00	\$20,485.00
SEARCH II - PHB	7/1/20 - 6/30/21	\$32,184.00	BCBH	BCBH	3	Unaccompanied adults, chronically homeless with SMI	Chico	2	\$478.00	\$28,402.00
City of Chico - LGP	7/1/20 - 6/30/21	\$9,000.00	City of Chico	SSA	8	Low-income, referred by supportive service agency	Chico	0	\$0.00	\$9,000.00
City of Chico - TBRA	7/1/20 - 6/30/21	\$130,000.00	City of Chico	SSA	30	Low-income, under case management with self-sufficiency plan	Butte County	12	\$10,439.00	\$85,355.57
BHHAP/Security Deposit	7/1/20 - 6/30/21	\$3,426.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$3,426.00
BHHAP/ASOC	7/1/20 - 6/30/21	\$24,291.00	BCBH	BCBH	10	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$580.00	\$21,391.00
Totals		\$339,745.00			71			27	\$18,674.00	\$242,116.43

Acronym Legend

*BCBH: Butte County Department of Behavioral Health | *BHHAP: Behavioral Health Housing Assistance Program | *SHP: Supportive Housing Program | *PHB: Permanent Housing Bonus Program
 *TBRA: Tenant Based Rental Assistance | *LGP: Lease Guarantee Program | *SSA: Supportive Service Agency | *SMI: Serious Mental Health Disability

Last update: 8-31-2020

Path: Z:\Boutique Programs\Special Programs Budget and Reports

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
September 30, 2020

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	NON-FEDERAL FUNDS	HUD PUBLIC HSG	HUD HCV SEC. 8	CA HCD RHCP-GSII	USDA-RD FARM LABOR
Umpqua - Operating Account		0.00	911,849	911,849	911,849				
Umpqua - Savings Account		VAR.	2,946,708	2,946,708	216,296	549,994	2,180,419		
Umpqua - Section 8 FSS Escrow		VAR.	116,346	116,346			116,346		
Umpqua - Sec. 125 Cafeteria Plan		0.00	16,003	16,003	16,003				
FNC - Money Market Funds		VAR.	529,186	529,186	317,246	11,940	200,000		
Mechanics Bank (Security Deposit dox location)		0.00	2,804	2,804	2,804				
Petty Cash Accounts		0.00	100	100	100				
Gridley Springs II @ Sackett		0.00	212,723	212,723				212,723	
Locust St balances @ RSC		0.00	36,027	36,027	36,027				
Park Place Apts @ RSC		0.00	80,763	80,763	80,763				
Lincoln Apts balances @ RSC		0.00	57,529	57,529	57,529				
Kathy Court balances @ RSC		0.00	15,717	15,717	15,717				
Alamont Apts balances @ RSC		0.00	104,840	104,840	104,840				
Evanswood balances @ RSC		0.00	77,359	77,359	77,359				
Cordillera Apts (Cameo Dr) balances @ RSC		0.00	18,316	18,316	18,316				
SUBTOTAL CASH ACCOUNTS			5,126,272	5,126,272	1,854,851	561,933	2,496,765	212,723	0
Umpqua FLH Operating Account		0.00	2,133	2,133					2,133
Umpqua FLH Construction Account		VAR.	5,160,853	5,160,853					5,160,853
Umpqua FLH Tax & Insurance		VAR.	2,714	2,714					2,714
Umpqua FLH Reserves Security Deposits		VAR.	429,856	429,856					429,856
Umpqua FLH Security Deposits		VAR.	38,217	38,217					38,217
TOTAL USDA-RD FARM LABOR			5,633,774	5,633,774	0	0	0	0	5,633,774
University Iowa Cmnty - MATURED @ \$100K	9/28/2020	2.90					0		
Wells Fargo BK N A Sioux Falls - MATURED @ \$100K	9/28/2020	2.90					0		
EnerBank USA - DTD 4/12/2019	10/13/2020	2.40	200,000	200,000			200,000		
First Choice Bank Cerritos CA - DTD 05/22/19	11/23/2020	2.40	200,000	200,000	180,000	20,000			
Comenity Capital Bank - DTD 4/15/2019	4/15/2021	2.50	200,000	200,000		200,000			
Meadows Bank Las Vegas NV NEW- 7/7/2020	12/6/2020	0.15	230,000	230,000		230,000			
Industrial & Coml Bank NEW- 7/8/2020	12/6/2020	0.15	240,000	240,000		240,000			
Bankunited Nat'l Assn Miami Lakes FL - NEW 7/8/2020	12/7/2020	0.15	240,000	240,000			240,000		
First FNLD BK Cincinnati OH - NEW 7/7/2020	12/7/2020	0.15	240,000	240,000		240,000			
Meridian BK Paoli PA - NEW 7/7/2020	12/7/2020	0.15	240,000	240,000	120,000		120,000		
TOTAL FNC CD'S			1,790,000	1,790,000	300,000	930,000	560,000	0	0
Self-Help Credit Union - CD DTD 2/10/20 (compounding)	2/10/2021	2.10	103,264	103,264	103,264				
TOTAL CD'S			1,893,264	1,893,264	403,264	930,000	560,000	0	0
PARS SECTION 115 TRUST			var	2,000,000	1,125,414	0	1,124,724		
TOTAL HOUSING AUTHORITY CASH & INVESTMENTS			14,653,310	14,903,448	3,383,529	1,491,933	4,181,489	212,723	5,633,774

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
September 30, 2020

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	NON-FEDERAL FUNDS	HUD PUBLIC HSG	HUD HCV SEC. 8	CA HCD RHCP-GSII	USDA-RD FARM LABOR
INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE					
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000	1,196,413	* interest compounds to principal June 1st annually * interest compounds to principal May 1st annually				
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000	708,151					
TOTAL for HACB Mortgages & Loans			1,275,000	1,904,563					

BCAHDC*				
BCAHDC Umpqua Operating Account				669,450
BCAHDC Umpqua Savings Account				340,771
BCAHDC Tri-Counties Bank - CD MATURED	2/1/2020	0.10		
BCAHDC Cordillera bank balances @ RSC - CLOSED				
TOTAL for BCAHDC				1,010,221

BCAHDC - Note Receivable			
Note Receivable HACB	9/19/2020	3.00	paid in full

BANYARD MANAGEMENT	
Banyard - Umpqua General Savings	249,000
TOTAL for BANYARD MGT	249,000

**Note: BCAHDC has an unrecorded, contingent obligation of \$100,000 via MOU with Gridley Sunrise Village*

TAX CREDIT PROJECTS			
Walker Commons Oper Acct @ AWI	217,312	1200 Park Ave Operating Account @ AWI	133,198
Walker Commons Petty Cash @ AWI	350	1200 Park Ave Petty Cash @ AWI	250
Walker Commons Security Deposits @ AWI	22,390	1200 Park Ave Savings Account @ AWI	10,143
Walker Commons Savings Acct (Reserves) @ AWI	295,722	1201 Park Ave T&I Account @ AWI	6,080
Walker Commons Savings Acct @ AWI	26,434	1200 Park Ave Security Deposit Acct @ AWI	35,879
TOTAL for WALKER COMMONS	562,208	1200 Park Ave Repl. Reserves @ Berkadia	328,283
		TOTAL for 1200 PARK AVENUE	513,832
Chico Commons Checking @ AWI	155,234	Harvest Park Cash @ WINN	387,511
Chico Commons Oper Account @ AWI	134,359	TOTAL for HARVEST PARK	
Chico Commons Petty Cash @ AWI	250		
Chico Commons T&I Account @ AWI	4,343		
Chico Commons Security Deposits @ AWI	42,985	Gridley Springs I Cash @ Sackett	355,619
Chico Commons Savings (Replacement Reserves)	34,135	Gridley Springs I Escrow Accounts @ Sackett	303,911
TOTAL for CHICO COMMONS	371,306	TOTAL for GRIDLEY SPRINGS I	659,531

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS
SEPTEMBER 30, 2020

	a	b	c	=a-b-c		
HACB - Primary Government						
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	9/30/2020 Available Fund Balance	9/30/2019 Available Fund Balance	Notes / Change
Unrestricted HA Owned						
Park Place Apts (Oro)	292,366	59,261	161,511	71,594	-951,526	PARS trust
Lincoln Apts	170,977	0	78,767	92,210	422,472	
Kathy Ct Apts	15,717	0	92	15,625	1,098,383	
Alamont Apts	219,514	0	121,205	98,309	28,162	
Evanswood Estates	212,430	0	126,678	85,752	-456,263	
Cordillera/Cameo (new)	21,368	0	14,446	6,922	0	BCAHDC donation 6/1/2020
General Fund	2,180,227	934,198	144,096	1,101,933	975,985	PARS trust
Continuum of Care	15,001	0	11,542	3,459	-8,371	3rd party payment pending
Demo Housing	479,796	97,621	14,815	367,360	510,267	PARS trust
Locust St Apts	301,458	34,334	12,015	255,109	215,580	
Total Unrestricted HA Owned	2,976,482	1,066,153	182,468	1,727,861	1,834,689	-106,828
Restricted to Federal or State Program						
HCD Gridley Springs II	214,313	153,798	19,671	40,844	46,450	Replacement & Op. Reserves
HUD Public Housing	1,517,499	0	376,647	1,140,852	1,081,611	Includes Cares Act
USDA Farm Labor Housing	5,667,238	5,024,713	687,974	-45,449	-24,981	Rep. Reserves/Construction Acct
HUD Section 8 HCV	4,047,034	1,328,944	1,896,991	821,099	816,629	HAP; FSS Escrow; PARS; CARES Act \$
HUD FSS Program (S8)	134,455	0	0	134,455	132,825	Old carryover grant funds
Total Federal/State Programs	11,580,539	6,507,455	2,981,283	2,091,801	2,052,534	39,267
TOTAL HACB PRIMARY GOV'T	14,557,021	7,573,608	3,163,751	3,819,662	3,887,223	-67,561

HACB - Component Units						
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	9/30/2020 Available Fund Balance	9/30/2019 Available Fund Balance	Notes / Change
Restricted to Mission Stmt						
BCAHDC						
BCAHDC General Fund	1,039,450	0	30,525	1,008,925	283,175	
Cordillera Apts	0	0	0	0	0	Donated to HACB
TOTAL BCAHDC	1,039,450	0	30,525	1,008,925	603,575	405,350
Banyard Management	249,000	0	0	249,000	236,691	12,309
1200 Park Avenue, LLC	0	0	0	0	0	

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4798

ADOPTION OF ACTION PLAN FOR SECTION 8 HOUSING CHOICE VOUCHER
FAMILY SELF-SUFFICIENCY PROGRAM

WHEREAS, the Housing Authority of the County of Butte (HACB) administers under contract the U.S. Department of Housing and Urban Development Section 8 Housing Choice Voucher (HCV) Family Self Sufficiency (FSS) program; and

WHEREAS, administration of the FSS program requires establishment and maintenance of an FSS Action Plan, detailing policies and procedures for program administration; and

WHEREAS, the HACB received HUD approval of its initial FSS Action Plan on July 5, 1995; and

WHEREAS, the HACB updated its FSS Action Plan and received HUD approval of such update on December 15, 2008; and

WHEREAS, the HACB updated its FSS Action Plan and received HUD approval of such update on June 16, 2011; and

WHEREAS, the HACB has determined it necessary to update its FSS Action Plan to more accurately reflect current program administrative policy and procedure, program implementation, and consistency with the Section 8 Housing Choice Voucher program's Administrative Plan; and

WHEREAS, the HACB has reviewed the proposed FSS Action Plan revisions and determined them to be in the best interest of the HACB, its Section 8 HCV and FSS programs, and the clients served by the programs;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to revise the Action Plan supporting its U.S. Department of Housing and Urban Development Section 8 Housing Choice Voucher Family Self-Sufficiency program, such revision made a part of and attached to this resolution, and to further authorize submission of the revision to HUD for approval.

Dated: November 19, 2020

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary



HOUSING AUTHORITY of the County of Butte

FAMILY SELF-SUFFICIENCY PROGRAM

ACTION PLAN

Effective January 1, 2021

FSS Program Action Plan revision adopted November 19, 2020 by Resolution No. 4798
FSS Program Action Plan revision adopted June 16, 2011 by Resolution No. 4404
FSS Program Action Plan revision dated December 15, 2008
FSS Program Action Plan revision dated November 20, 2007
HUD approved FSS Program Action Plan dated 7/5/1995

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Attachments

Attachment A: FSS Contract of Participation

Attachment B: FSS Waiting List Application

Attachment C: FSS Tenant Profile

Attachment D: FSS Needs Based Assessment

Attachment E: Certification of Nondiscrimination

Attachment F: Certification of Coordination

FAMILY SELF-SUFFICIENCY PROGRAM ACTION PLAN

Program Overview:

The Family Self-Sufficiency (FSS) Program is a component of the HUD Section 8 Housing Choice Voucher (HCV) Program administered by the Housing Authority of the County of Butte (HACB). The FSS Program assists HACB clients to improve and develop abilities needed to increase employment opportunities and enhance life skills needed in becoming self-reliant.

With the support of local agencies, FSS combines rental assistance with case management, education, and training to help participating households achieve economic self-sufficiency and maintain a lifestyle independent of public assistance.

The HACB FSS Program started with a mandatory program size of fifty (50) participating households. All fifty (50) participants have successfully completed the FSS Program. Therefore, the HACB has elected and continues to administer an FSS Program with a voluntary program size of fifty (50) participants.

Family Self-Sufficiency Program Mission Statement:

We believe:

- All people deserve to be treated with dignity and respect.
- Families have a right to a safe and secure environment.
- Education and learning are the keys to independence and success.
- In taking the initiative to find answers for the people we serve.
- In celebrating our diversity and differences.
- That each individual, family, and employee should conduct themselves with integrity and honesty.
- In promoting a positive atmosphere that fosters creativity, encouraging individuals to discover their own ways to overcome barriers

Assurance of Noninterference [24 CFR 984.201(d)]:

Participation in the FSS Program is voluntary and is not required to receive HCV Assistance. A family's election not to participate in the FSS Program will not affect the family's admission to, or continued participation in, the HCV program.

Program Coordinating Committee [24 CFR 984.202(a)]:

The HACB established a Program Coordinating Committee (PCC) in 1995 to assist the FSS Program in securing commitments of public and private resources for the operation of the FSS Program. In 2008, the PCC was re-organized to better serve the needs of the participants. The HACB will maintain the PCC in accordance with HUD regulations.

PCC membership must include a representative from the HACB and a participant from the HCV Program. Additional members will be recruited from local welfare agency, social service agency, educational institutions, and other public and private organizations that can be of assistance to FSS participants.

Community groups, business and service providers will be made aware of the FSS Program through community meetings, newsletters, and individual meetings with supportive agencies. Support will be solicited from these various groups for activities associated with the FSS Program.

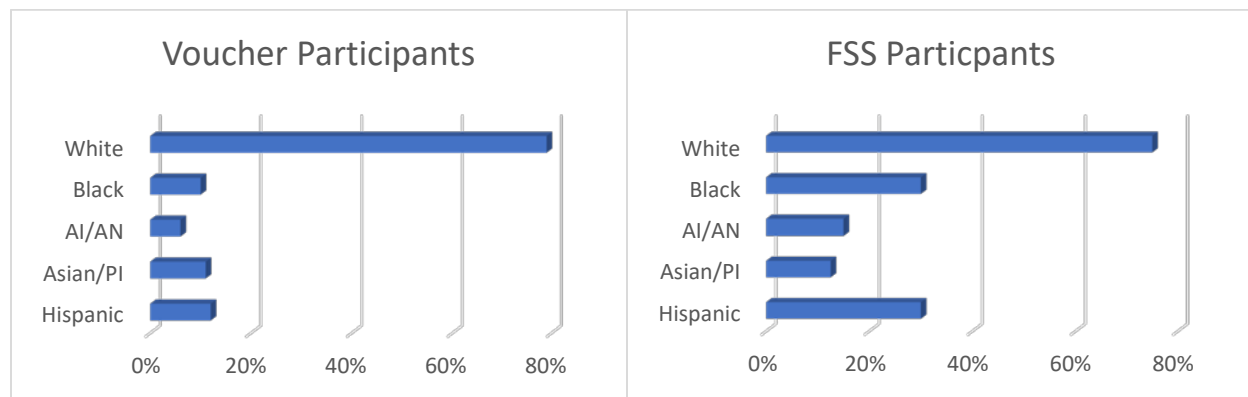
The Program Coordinating Committee will have the following responsibilities:

- Review the proposed Action Plan and any changes made to the plan.
- Review the estimated program participant needs as provided by the HACB and the resources available through the PCC representation and commitments received from other organizations.
- Actively seek and solicit commitments for services needed but not represented.
- Determine how FSS can work with existing programs for coordinated service delivery.
- Determine the minimum required elements for the Contract of Participation.
- Evaluate staffing, contracting and funding needs, if any, and make recommendations to the HACB in regard to such evaluations.
- Serve as ongoing monitoring panel to discuss FSS participant(s) progress, needs and contract modification, if necessary.
- Serve as review panel for actions to terminate FSS assistance for failure by a family to meet their FSS contract requirements. The PCC may make recommendations to modify the FSS contract if the family's failure to comply is beyond its control.

The Program Coordinating Committee will meet at least four (4) times annually.

Family Demographics [24 CFR 984.201(d)]:

As of October 13, 2020, the HACB had 1,622 households participate in the HACB Voucher Program. They are broken down as follows:



Estimate of Participating Families [24 CFR 984.201(d)]:

In 1995, HUD mandated that the number of families enrolled in the HACB FSS Program shall, at a minimum, be fifty (50) families. Per 24 Code of Federal regulations, this minimum program size is automatically decreased by the number of families who have successfully completed the FSS Program. Thus, while our mandated program size is now at zero (0), the goal of the HACB is to maintain the number of participating families at fifty (50) families. HACB estimates that the 2,206 HCV participants is a sufficiently sized pool to maintain an FSS Program size of fifty (50) participants. HACB has determined local services to be of such size and availability to adequately serve the fifty (50) FSS participants.

FSS SELECTION PROCESS

FSS Family Selection Procedures [24 CFR 984.201(d) (4)]:

The HACB will invite HCV families to request an FSS wait list application to be placed on the FSS Program waiting list. Prospective FSS participants will be given informational materials describing the program in addition to the FSS waiting list application.

Submittal of a completed FSS waiting list application constitutes notification to the HACB of the applicant's interest in the FSS Program. If there are not current slots available to eligible applicants, applicants will be placed on the waiting list in the order of date and time that their - FSS waiting list application is received at the HACB.

In the event that a family is not eligible for participation when a slot becomes available, the next eligible family on the waiting list will be selected and the family not eligible will be offered the next available slot once they have met eligibility requirements for participation in the FSS Program.

Once the FSS waiting list application is completed and returned, and a slot becomes available, an FSS orientation will be scheduled. At the conclusion of the FSS orientation, applicants will be

given a Tenant profile form and a Needs Based Assessment to complete. Once the Tenant profile form and Needs Based Assessment are complete, the applicant will contact the HACB to complete the enrollment process. The Needs Based Assessment will be reviewed with the family to determine the needs of the family. The FSS contract will then be developed based on the needs identified and services available. If services needed are not currently available, the HACB and the PCC will make efforts to obtain those services. In cases where the identified services cannot be obtained, the HACB will determine whether other services will meet the family's needs, and modify the contract to include those available services. If it is determined that no available services will meet the needs of the family, the participant will be withdrawn from the FSS Program. Families withdrawn from the FSS Program for lack of available services will not be denied housing assistance in accordance with HCV Program requirements. The effective date of the FSS contract is the first day of the month following the date that the FSS contract was signed by the head of the FSS household and the HACB representative.

Outreach [24 CFR 984.201(d)]:

Families will be recruited through a variety of methods to ensure that all eligible families are aware of the opportunities available through the FSS Program. Recruitment activities will include, but not be limited to: Mailing informational brochures to HCV participants, making available brochures to case workers of social service agencies, educational organizations, and employment agencies. Applicants will be given information during voucher briefings, as well as current voucher participants at recertification appointments. Non-English-speaking families served by the HACB will be advised of the program through the use of translation services along with the outreach methods identified above.

Preference [24 CFR 984.203(a), 24 CFR 984.203(b)]:

The HACB FSS Program does not select participants through the use of preferences. Selections will be based on the date and time interest in the program is expressed by the return of the FSS waiting list application by the eligible family. However, per Interim Notice PIH 93-24, J-1, incoming portability families that notify the HACB of their FSS status within ninety (90) days of the effective date of their lease up in the HACB jurisdiction will be given priority on the waiting list.

Incentives to Encourage Participation [24 CFR 984.201(d)]:

The HACB will establish FSS escrowed savings accounts for FSS participants whose portion of the rent increases due to an increase in their earned income. The escrow funds will be deposited in an interest-bearing, HUD-approved investment.

The HACB will provide case management to FSS participants and coordinate the delivery of supportive services available in the local community to the family.

The HACB will act as a referral agency and refer FSS participants to those supportive service agencies who can best help them to achieve self-sufficiency.

From the Waitlist

When all fifty (50) slots are filled in the FSS Program, the Special Programs Coordinator will keep a waitlist. Eligible families will complete an FSS waitlist application. When space becomes available, the Special Programs Coordinator will reach out to the family (in the order the application was received) to inquire if they are still interested in participating.

Certification of Nondiscrimination [24 CFR 984.201(d)]:

The HACB will not deny any family or individual the equal opportunity to apply for or participate in the FSS Program on the basis of race, color, sex, religion, creed, national or ethnic origin, age, familial or marital status, handicap or disability, sexual orientation, in full compliance with applicable Civil Rights laws.

The HACB will not discriminate against otherwise qualified persons because of their disabilities and will make reasonable accommodations to the person's disability to allow participation in the FSS Program. The HACB may decide that an accommodation is not reasonable if it causes undue financial and/or administrative burdens.

FSS ENROLLMENT

Motivation [24 CFR 984.203 (c)]:

Motivation to participate will be determined in accordance with the 24 CFR, Section 984.203(c). Methods will include attendance at FSS orientation sessions and/or pre-selection interviews and completion of assigned tasks. Any tasks assigned will be tasks that the family could accomplish based on their educational level and disability, if any.

Identification of Family Support Needs [24 CFR 984.201(d)]:

A Needs Based Assessment will be completed to determine the needs of the FSS family and how to best deliver the services and activities based on the needs of the FSS family.

FSS Contract of Participation [24 CFR 984.303]:

All applicants selected for participation in the FSS Program will be required to sign a five-year FSS contract. The HACB will use the contract format approved by HUD (Form HUD-52650). The FSS contract may be modified in writing with respect to the Individual Training and Service Plan (ITSP), the contract terms in accordance with HUD requirements, and designation of the head of the family. The FSS Contract shall be signed by the head of household.

Individual Training and Service Plan (ITSP)

Based on the needs identified from the Needs Based Assessment, the Special Programs Coordinator will develop a draft ITSP for the family. The ITSP will identify resources that are free or low-cost for the family. The final plan will be approved by the family. The ITSP can be modified

throughout the FSS participation with mutual agreement from the family and the HACB. The HACB will use a HUD-approved ITSP (Form HUD-52650).

To graduate successfully from the FSS Program, the ITSP may include the following as the final goal: Obtain employment based on education, training, skills and available job opportunities. On the last day of the FSS contract/graduation date, participants must (1) be suitably employed as agreed upon by the family and the HACB, (2) complete all additional ITSP goals, and (3) all FSS ITSP's for families receiving cash aid will include an interim goal that all family members will be free from welfare assistance for a period of at least one year prior to the expiration/graduation date of the FSS contract.

Denial of Participation in FSS [24 CFR.203(c), 24 CFR 984.303(i)]:

Per Interim Notice PIH 93-24, B-18, families will be denied participation in the HACB FSS Program if they owe the HACB, or any other Public Housing Authority (PHA), money related to the HCV or public housing programs. Families that owe money to the HACB or other PHAs who have entered into a repayment agreement and are current on that repayment agreement will not be denied FSS participation.

Per Interim Notice PIH 93-24, B-14, the HACB, at its discretion, may deny participation in the FSS Program to any family that previously participated and was terminated from FSS because they did not meet its FSS obligations according to its FSS contract.

Per Interim Notice PIH 93-24, B-5, the HACB, at its discretion, may deny participation in the FSS Program to a family that does not meet the requirements of the Family Selection Procedures listed in this Action Plan.

Families that have successfully completed the FSS contract and have received the escrow funds cannot participate in the HACB's FSS Program again.

Families that were unable to complete the FSS contract for good cause and voluntarily withdrew from the FSS Program will be allowed to reapply to the program as long as they meet the requirements of the Family Selection Procedures listed in this Action Plan.

Families denied participation in the FSS Program may request an Informal Hearing to determine whether the decision was made in accordance with HUD regulations and the guidelines in this plan. The request for an Informal Hearing must be made in writing within fourteen (14) calendar days of the date of notification of the decision to deny participation.

FSS PARTICIPATION

Support Services [24 CFR 984.201(d)]:

In order to address the needs of these families the FSS Program participants will be referred to service providers that will assist them in reaching their goals by taking advantage of resources within the community. The anticipated service components include: education, childcare, health services, counseling, transportation, job search assistance, credit counseling, and homeownership

counseling as well as legal assistance. Public and private resources expected to provide these services include but are not limited to:

- Butte Community College: Continuing education programs.
- California State University of Chico: Continuing educational programs
- Butte Community Employment Centers: Employment and training.
- Oroville Adult Education (including the Chico center): Career Technical Education
- Paradise Adult Education: Career Technical Education
- Butte County Career Technical Education: Adult vocational training.
- Department of Rehabilitation; Adult vocational training
- Butte County Department of Employment and Social Services: CalWorks, cash, medical and food stamps assistance.
- Butte County Libraries: Free access to computer and Wi-Fi.
- Computers for Classroom: Low-subsidized computers or volunteer to get a free computer/laptop.
- Butte County Salvation Army: Clothing, utility payment assistance and volunteer opportunities to grow resume
- Northern Valley Catholic Social Services: Counseling.
- Valley Oaks Children's Services: Childcare referrals.
- Community Action Agency of Butte County: Food and utility payment assistance.
- Legal Services of Northern California.
- Community Legal Information Center.
- Annual Credit Report: free credit reports.
- Better Budgeting: Free budget workshops, credit information and budgeting classes.
- GCFL Classes: free online platform to learn Microsoft and Apple products and software.

Monitoring of Service Quality [24 CFR 984.201(d)]:

The HACB will monitor the quality of service provided to FSS families by social service, educational, job training, and other agencies. The monitoring will consist of the following:

- Service Provider Review – The HACB may request all FSS participants who were referred to another agency for services to complete a verbal or written review of the quality of service provided.

Certification of Coordination [24 CFR 984.201(d)]:

The HACB will coordinate the development of services and activities under the FSS Program with Welfare to Work Programs as modified by the Work Force Investment Act of 1998 with the establishment of the One-Stop Career Service System and other relevant employment, child care, transportation, training, and education programs within the FSS Program's jurisdiction.

Family Responsibilities

Family responsibilities under the FSS contract include, but are not limited to, the following requirements:

1. The Head of Household must seek and maintain employment as defined under “Suitable Employment” throughout the term of the contract and any extension thereof; **and**
2. The Head of Household must complete activities in the ITSP within the specified dates; **and**
3. The Head of Household must provide the HACB with information about the family’s participation in the FSS Program upon request and per Interim Notice PIH 93-24, G-8, orally or in writing as required on a monthly, quarterly and annual basis, including information regarding employment, job interviews, training, education attendance and other FSS services and activities; **and**
4. All family members must comply with the terms of the HCV program and the lease; **and**
5. All family members must comply with family obligations under the HCV; **and**
6. Per 24 CFR 984.306(b) (1), a family participating in the FSS Program is not eligible to exercise portability until at least twelve (12) months after the effective date of the FSS contract unless approved by the HACB.

Contract Extension [24 CFR 984.303(d), Interim Notice PIH 93-24, G-18]:

A participant in the FSS Program may request an extension of the FSS contract if the family is unable to complete its goals within the five (5) year period due to circumstance beyond the family’s control. Examples of such circumstance would be serious illness or involuntary loss of employment for the head of household, to allow the family to meet the interim goal of being cash welfare-free for at least 12 (twelve) consecutive months prior to the expiration of the contract or all ITSP goals have not been completed due to extraordinary circumstances. Requests for an FSS contract extension must be done in writing by the head of household. Extensions will be reviewed by the Special Programs Coordinator and the Section 8 Supervisor. The HACB will grant no more than two (2) extensions of one (1) year each. Extensions are granted at the discretion of the HACB.

Suitable Employment [24 CFR 984.303(b) (4)]:

The HACB will define “**Suitable Employment**” as:

1. Employment that is based on the skills, education and job training of the individual as outlined in each participant’s ITSP and available job opportunities in the area.
2. A participant must be employed by the last day of the FSS contract based on the mutual agreement from the family and the HACB as listed in the family’s ITSP. Examples of suitable employment includes the family obtaining employment or currently in a job training program.

If self-employed, the participant must by the last day of the FSS contract base on the mutual agreement from the family and the HACB as listed in the family’s ITSP. Examples include starting a business, earning wages from independent or contractual work or assuming a business license.

Requirements for Successful Completion [24 CFR 984.303(g), Interim Notice PIH 93-24, G-12]:

The FSS contract will be successfully completed when the HACB determines that the family has fulfilled all of its responsibilities under the contract, specifically that the head of household has completed all interim goals, is suitable employed as of the last day of the FSS contract, and certifies that all family members are free of cash welfare assistance; **or**, thirty percent (30%) of the family's monthly adjusted income equals or exceeds the Fair Market Rent (FMR) in effect at the time for the unit size for which the family qualifies under the HACB's Subsidy Standards and all family members are free of cash welfare assistance at the time the monthly adjusted income equals or exceed the FMR for the unit size the family qualifies for. The HACB has sole discretion to determine whether the family has successfully completed its FSS contract.

Family's Rights to Continued FSS Assistance [24 CFR 984.303(j)]:

The HACB may continue to offer former FSS families who have completed their contract of participation and whose head of family is employed, appropriate FSS supportive services in becoming self-sufficient of rental assistance or in remaining self-sufficient for a six (6) month period after FSS contract end date.

FSS ESCROW ACCOUNTS

FSS account means the FSS escrow account authorized by section 23 of the 1937 Act [984.305(a)].

Escrow Accounts [24 CFR 984.103, 24 CFR 984.305(a) (1) (3)]:

The HACB will establish FSS escrow accounts for FSS participants whose portion of the rent increases due to an increase in their earned income. The escrow funds will be deposited in an interest-bearing, HUD-approved investment. Escrow credits will be deposited to the FSS account in accordance with HUD regulations.

FSS credits will be calculated monthly according to HUD regulations. Interest on the FSS escrow account balances will be allocated monthly.

Escrow account reports will be sent to each FSS family at least once annually. The report will include the escrow balance at the beginning of the reporting period, the amount of the family's escrow credits for the period, any deductions made from the account for the period, the amount of interest earned for the period, and the total balance in the account at the end of the reporting period.

Interim Escrow Disbursements [24 CFR 984.305 (c) (2) (ii)]:

A family participating in the FSS Program may request an interim disbursement of escrow funds. The Special Programs Coordinator and the Section 8 Housing Manager will review interim disbursement requests.

The HACB will inform the family in writing within fourteen (14) calendar days of the approval or disapproval of the interim disbursement request.

Disbursements will be made at the discretion of the HACB under the following conditions:

1. The funds are needed to complete goals in the family's FSS contract (example: to pay for school costs or transportation to work); **and**
2. The family can demonstrate completion of specific interim goals from its FSS contract; **and**
3. The family remains in good standing as participants in both the FSS and HCV programs; **and**
4. The HACB will not grant more than two (2) interim disbursements per FSS family; **and**
5. Requests must be made in writing that the funds are required for the completion of a goal under the family's FSS contract; **and**
6. Interim escrow disbursements will be paid in the form of a check made payable to FSS family, or the agency, or business providing the required items or services and the participant.

Final Distribution [24 CFR 984.305 (c)]:

The participating family will receive a disbursement of its escrow funds upon successful completion of the FSS contract. The HACB has sole discretion to determine whether the family has successfully completed the FSS contract. The Special Programs Coordinator and Section 8 Housing Manager will review final disbursement requests. The family may use its final disbursement escrow funds for any purpose. Upon determination of successful completion of the FSS contract, the family will receive a disbursement of the funds accumulated in its escrow account under the following conditions:

1. Any money owed to the HACB will be withdrawn from the total escrow amount before disbursement.
2. The family must certify that it no longer receives Cash Welfare Assistance. The prohibition does not include HCV assistance or transitional assistance.
3. The head of household must provide verification of suitable employment.

Forfeited Escrow Funds [CFR 982.305 (f) (2) (ii)]:

If the family's FSS contract is terminated, or declared null and void, the family has no right to receive funds from the family's FSS escrow account. The HACB will close the family's escrow account and will treat forfeited escrow funds as program receipts under the HCV program guidelines, or in accordance with HUD regulations at the time of the forfeiture.

FSS TERMINATION

Consequences of Noncompliance with the Contract [24 CFR 984.303(b) (5)]:

If the FSS family fails to comply, without good cause, with the terms and conditions of the FSS contract, which includes compliance with the HCV lease, the HACB may terminate the family's participation in the FSS Program.

Reason for Termination [24CFR 984.303 (h)]:

It is not the intention of the HACB to terminate participants from the FSS Program without first responding from a case management perspective. Every attempt will be made to contact participants to see what additional resources are needed to complete the FSS contract, to provide counsel to reevaluate goals and provide references to service agencies that can help remove or overcome obstacles to completion of the FSS contract and if needed revise the existing Individual Training and Service Plan in order to allow for completion of the FSS contract.

An FSS participant may be terminated for any of the following reasons:

- 1) The family fails to comply with the terms of the FSS contract without “Good Cause” by:
 - a) More than three (3) consecutive ***unexcused*** absences from scheduled meetings or appointments,
 - b) More than three (3) consecutive failures to provide information on job related activities and progress towards completing interim goals as outlined in each participant’s ITSP orally or in writing as required on a monthly, quarterly and annual basis.
 - c) Refusal to comply with obligations under the contract, or
 - d) Moving from jurisdiction and not continuing in the FSS Program
- 2) HCV rental assistance is terminated in accordance with HUD regulations and the HACB policy;
- 3) The participant and the Housing Authority mutually agree to terminate the FSS contract;
- 4) The Family withdraws from the FSS Program;

Good Cause [24CFR 984.303 (h)]:

An FSS Participant may not be terminated if “Good Cause” is found as reason for non-compliance. “Good Cause” means circumstances that may occur beyond the control of the FSS family such as:

- 1) An assignment or job referral which is not included in the contract.
- 2) Temporary illness or incapacitation.
- 3) Requirement to appear in court.
- 4) Family crisis, such as illness or death of family member.
- 5) Break down in transportation.
- 6) Childcare unavailable.

Documentation of such circumstances will be in writing and given to the Special Programs Coordinator within fourteen (14) calendar days of such occurrences.

Informal Hearing Guidelines [24 CFR 984.303(i)]:

If the Special Programs Coordinator determines a need to terminate the FSS contract for failing to comply with the terms of the FSS contract, the participant will be given the opportunity to request an Informal Hearing. Supportive services will not be terminated until the review process is complete.

All notices of termination will be done in writing and will specifically state the reason(s) for termination from the FSS Program.

All requests for an Informal Hearing will be made in writing by the FSS Participant.

The HACB will make a good-faith effort to resolve the problem prior to the scheduled informal hearing. The participant shall have the right to withdraw, in writing, the request for the informal hearing at any time prior to the hearing date.

The participant also has the right to be represented, at their own expense, by a person(s) of their choosing, at all levels of the review process.

Informal Hearing Procedures [Interim Notice PIH 93-24, K-10]:

The participant has fourteen (14) calendar days from the date of the termination notice to request an Informal Hearing. The request must be delivered to the Housing Authority no later than the close of business on the fourteenth (14th) day. Requests for a hearing not received by the close of business on the fourteenth (14th) day will not be considered. The HACB will not grant extensions of time in which to file.

The Section 8 Housing Manager will review all requests for an informal hearing by participants of the FSS Program. The Section 8 Housing Manager will contact the participant within fourteen (14) days after receiving the request for hearing, and will schedule the hearing with the participant and the FSS Review Committee which is comprised of at least two (2) members of the PCC.

The participant will be given the opportunity to examine all the HACB documents pertaining to the hearing, prior to the hearing. The participant will also be allowed, at his/her own expense, to copy all pertinent documents.

The HACB will be given the opportunity to examine all participant documents pertaining to the hearing, prior to the hearing. The HACB will also be allowed to copy all pertinent documents at the expense of the Housing Authority.

The hearing will be conducted by the FSS Review Committee and the Section 8 Housing Manager. The committee will meet with the participant, their representative(s) and the Special Programs Coordinator to discuss the reason(s) for termination and make a decision.

The FSS Review Committee will issue a written decision, stating briefly the reason(s) for the decision. Notification of the decision will be sent to the participant within fourteen (14) days.

FSS PORTABILITY

Incoming Portability [24 CFR 984.306 (d) (1)]:

The HACB is not obligated to accept incoming portable FSS participants into the FSS Program. Acceptance of incoming portable clients into the HACB's FSS Program is entirely at the discretion of the HACB.

It is the responsibility of all FSS family's exercising portability into the jurisdiction of the HACB to notify the HACB of their status in the FSS Program. Families that notify the HACB of their FSS status within ninety (90) days of the effective date of their lease up in the HACB jurisdiction will be given priority on the waiting list. After ninety (90) days, the family will be placed on the waiting list as of the date the family notified the HACB of its FSS status. If the family is accepted into the HACB's FSS Program, the HACB will write a new Contract of Participation.

The HACB will contact the initial Housing Authority to request a copy of the family's FSS contract and request a transfer of any escrow funds if the family's voucher is absorbed.

Incoming portable families must complete an FSS Tenant profile form and any assessments and assignments necessary to complete an ITSP, prior to signing an FSS contract.

Incoming portable families will not begin receiving escrow credits from the HACB until the starting date of the FSS contract is signed with the HACB.

Denial of Acceptance of an Incoming Portable [24 CFR.306 (d) (1)]:

The HACB will notify the incoming portable family of the denial of acceptance by mail. An incoming portable family with a current FSS contract from its initial Housing Authority that is denied acceptance into the FSS Program may request an Informal Hearing to determine whether the decision to deny acceptance was made in accordance with HUD regulations and the guidelines in this plan. A request for an Informal Hearing must be made in writing within fourteen (14) calendar days of the date of the notification of the decision to deny acceptance.

Outgoing Portables [24 CFR 984.306 (c) (1)]:

It is the responsibility of the FSS family to inform the receiving Housing Authority of its FSS status and to contact the Special Programs Coordinator at the receiving Housing Authority.

The HACB will make a good faith effort to locate, and to contact by mail an FSS family that exercises portability to another jurisdiction. If the family does not respond to the letter within thirty (30) days, the HACB may terminate the family's contract. If the contract is terminated, the family's escrow will be forfeited.

A relocating FSS family may continue in the HACB FSS Program if the receiving housing authority does not absorb the family's voucher, and if the family can demonstrate that it can fulfill its responsibilities under the FSS contract in the new location. Such continuance is at the sole discretion of the HACB.

The HACB will notify the receiving Housing Authority that the family has an active FSS contract and an escrow account if applicable. At its discretion, the HACB may terminate the family's FSS contract if the family exercise portability to a jurisdiction that does not have an FSS Program or if the family is not accepted into the new jurisdiction's FSS Program.

Family Self-Sufficiency (FSS)
Program Contract of Participation
Housing Choice Voucher
Public and Indian Housing Programs

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0178
(exp. 08/31/2020)

This Contract of Participation for the Family Self-Sufficiency (FSS) Program is between _____, Housing Agency (HA), and _____ head of the FSS family.

The FSS family includes everyone in the household, and is referred to in this contract as “family”.

Type of FSS Program.

The family is a participant in the: (Check only one)

- ☐ Housing Choice Voucher (HCV) FSS Program
☐ Public Housing FSS Program
☐ Indian Housing FSS Program

Purpose of Contract

The purpose of this contract is to state the rights and responsibilities of the family and the HA, the resources and supportive services to be provided to the family, and the activities to be completed by the family.

Term of Contract

This contract will be effective on _____.

This contract will expire on _____.

The HA can extend the term of the contract up to 2 years if the family gives the HA a written request for an extension and the HA finds that *good cause* exists for the extension.

Resources and Supportive Services

During the term of the contract, the HA will try to provide the resources and services listed in the individual training and services plans. If the resources and services are not available, the HA will try to substitute other resources and services. However, the HA has no liability to the family if the resources and services are not provided.

FSS Escrow Account

The HA will establish an FSS escrow account for the family. A portion of the increases in the family’s rent because of increases in earned income will be credited to the FSS escrow account in accordance with HUD requirements.

Listed below are the family’s annual income, earned income, and family rent when the family begins the FSS program. These amounts will be used to determine the amount credited to the family’s FSS escrow account because of future increases in earned income.

Annual Income \$ _____

Earned Income \$ _____

Family Rent (Total Tenant Payment or, for HCV program,

30% of monthly Adjusted Income) \$ _____

The HA will invest the FSS escrow account funds in HUD-approved investments.

The HA will give the family a report on the amount in the family’s FSS escrow account at least once a year.

If the family is participating in the HCV program and moves outside the HA’s jurisdiction under HCV portability procedures, the HA may transfer the balance of the family’s FSS escrow account to another HA.

Withdrawal of Funds from FSS Escrow Account

The HA may permit the family to withdraw funds from the FSS escrow account before completion of the contract if the family has completed specific interim goals, designated by the HA, and needs some of the FSS escrow account funds to complete the contract (example: to pay for school costs).

The HA will pay the head of the family the amount in the family’s FSS escrow account, less any amount owed to the HA, when:

- (1) the HA determines that the family has completed this contract, and,
- (2) at the time of contract completion, the head of the family provides written certification to the HA that no member of the family is receiving welfare assistance. Welfare assistance, for the FSS program, means income assistance from Federal or state welfare programs, and includes only cash maintenance payments designed to meet a family’s ongoing basic needs.

If the head of the family leaves the assisted unit, the remaining family members may, after consulting the HA, name another family member to receive the FSS escrow account funds.

Loss of FSS Escrow Account

The family will not receive the funds in its FSS escrow account if:

- (1) the contract of participation is terminated,
- (2) the contract of participation is declared null and void; or
- (3) the family has not met its family responsibilities within the times specified as stated in this contract.

Family Responsibilities

The head of the family must:

- Seek and maintain suitable employment after completion of the job training programs listed in the individual training and services plan. The HA, after consulting with the head of the family, will determine what employment is suitable based on the skills, education, and job training of that individual and available job opportunities in the area.

The head of the family and those family members who have decided, with HA agreement, to execute an individual training and services plan, must:

- Complete the activities within the dates listed in each individual training and services plan.
- Provide the HA and HUD with information about the

family's participation in the FSS program in order to help the HA and HUD evaluate the FSS program. This could include information regarding employment, job interviews, training, educational attendance, and other FSS services and activities.

All family members must:

- Comply with the terms of the lease.
- If receiving welfare assistance, become independent of welfare assistance and remain independent of welfare assistance for at least 12 consecutive months before the contract expires.
- If participating in the HCV program, the family must comply with the family obligations under the HCV program and live in the jurisdiction of the HA that enrolled the family in the FSS program at least 12 months from the effective date of this contract, unless the initial PHA has approved the family's request to move outside its jurisdiction under portability.

Corrective Actions for Failure to meet Family Responsibilities

If any member of the family does not meet his or her responsibilities under this contract, the family will not receive the money in its FSS escrow account and the HA may:

- (1) stop supportive services for the family,
- (2) terminate the family's participation in the FSS program, and
- ~~(3) if the family is participating in the HCV program, terminate the assistance, when allowed by HUD requirements.~~

HA Responsibilities

- Attempt to obtain commitments from public and private sources for supportive services for families.
- Establish an FSS escrow account for the family, invest the escrow account funds, and give the family a report on the amount in the FSS escrow account at least once a year.
- Determine which, if any, interim goals must be completed before any FSS escrow funds may be paid to the family; and pay a portion of the FSS escrow account to the family if the HA determines that the family has met these specific interim goals and needs the funds from the FSS escrow account to complete the contract.
- Determine if the family has completed this contract.
- Pay the family the amount in its FSS escrow account, if the family has completed the contract and the head of the family has provided written certification that no member of the family is receiving welfare assistance.

Completion of the Contract of Participation

Completion of the contract occurs when the HA determines that:

- (1) the family has fulfilled all of its responsibilities under the contract; or
- (2) 30 percent of the family's monthly adjusted income equals or is greater than the Fair Market Rent amount for the unit size for which the family qualifies.

Termination of the Contract of Participation

The HA may terminate this contract if:

- (1) the family and the HA agree to terminate the contract;
- (2) the HA determines that the family has not fulfilled its responsibilities under this contract;
- (3) the family withdraws from the FSS program;
- (4) an act occurs that is inconsistent with the purpose of the FSS program; or
- (5) the HA is permitted in accordance with HUD requirements.

The HA may declare this contract null and void if the resources and services necessary to complete the contract are not available.

The HA must give a notice of termination or nullification to the head of the family. The notice must state the reasons for the HA decision to terminate or nullify the contract.

If the contract is terminated or declared null and void, the family has no right to receive funds from the family's FSS escrow account. The HA must close the family's FSS escrow account and may use the funds for purposes in accordance with HUD requirements.

If the family is participating in the HCV program, the HA will terminate the contract if the family moves outside the HA's jurisdiction under portability procedures and enters the FSS program of another HA.

If the family is participating in the HCV program, this contract is automatically terminated if the family's assistance is terminated in accordance with HUD requirements.

Conflict with the Public or Indian Housing Lease

If part of this contract conflicts with the public or Indian housing lease, the lease will prevail.

Compliance with HUD Regulations and Requirements

The contract of participation must be interpreted and administered in accordance with HUD regulations and requirements. Terms and figures, such as the income and rent amount on page 1, are subject to correction by the HA for compliance with HUD regulations and requirements. The HA must notify the family in writing of any adjustments made to the contract.

Signatures:

Family

(Signature of Head of Family)

(Date Signed)

Housing Agency

(Name of HA)

(Signature of HA Official)

(Official Title)

(Date Signed)

Each Housing Agency (HA) must enter into a contract of participation with each eligible family that opts to participate in the FSS program. Each HA must consult with local officials to develop an action plan containing descriptions of the size, characteristics, and needs of the population to be served by its proposed FSS program; the services and activities it will provide; how the program will be implemented; the public and private resources through which services and activities will be provided; a timetable for implementation; and other data necessary for HUD to ensure coordinated implementation of program services and activities.

Public reporting burden for this collection of information is estimated to average 1.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Response to this collection of information is mandatory by law (Section 23 (c) & (g) of the U.S. Housing Act of 1937, as added by Section 554 of the Cranston-Gonzalez National Affordable Housing Act (PL 101-625) for participation in the FSS program.

“Privacy Act Statement. This statement is provided pursuant to the Privacy Act of 1974, 5 USC § 552a. The authority for collecting personally identifiable information (PII) in the Regulatory Consistency Communication Board (RCCB) Electronic Feedback Form is based in Section 313 of Public Law 112-95,” to be included on all forms, prior to being submitted for OMB approval.”

The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats to their security or integrity which could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained.

HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

HA Instructions for Executing the FSS Contract of Participation

Parties to the Contract/Signatures

The head of the participating family must be the adult member of the family who is the head of the household for income eligibility and rent purposes.

Term of Contract

The effective date is the first day of the month following the date the contract was signed by the family and the HA’s representative.

The expiration date is five years from the effective date of the contract.

If the HA decides to extend the term of the contract, the original expiration date listed on page one of the contract must be crossed out and the new expiration date added.

If a family moves under HCV portability procedures and is going to participate in the receiving HA’s FSS program, the effective date of the contract between the family and the receiving HA is the first day of the month following the date the contract was signed by the family and the HA’s representative. The expiration date of the contract between the receiving HA and the family must be the same as the expiration date of the contract between the initial HA and the family.

FSS Escrow Account

~~The income and rent numbers to be inserted on page one may be taken from the amounts on the last reexamination or interim determination before the family’s initial participation in the FSS program, unless more than 120 days will pass between the effective date of the reexamination and the effective date of the contract of participation. If it has been more than 120 days, the HA must conduct a new reexamination or interim redetermination.~~

If a family moves under HCV portability procedures and is going to participate in the receiving HA’s FSS program, the receiving HA must use the amounts listed for annual income, earned income, and family rent on page one of the contract between the initial HA and the family.

Changes to the Contract

This contract of participation can only be changed to modify the contract term, the head of the family, or the individual training and services plans.

Any change of the head of the family under the contract must be included as an attachment to the contract. The attachment must contain the name of the new designated head of the family, the signatures of the new head of the family and an HA representative, and the date signed.

Any change/s to an individual training and services plan must be included as a revision to the individual training and services plan (attachment) to which the change applies. The revision must include the item changed, signatures of the participant and an HA representative, and the date signed.

For extensions to the contract term, see the “Term of Contract” section.

If, twelve months after the effective date of the contract, a family in the HCV FSS program moves outside of the HA’s jurisdiction under HCV portability procedures, an HA may take one of the following actions:

- (1) The initial HA may permit the family to continue to participate in its FSS program, if the family demonstrates to the initial HA’s satisfaction that it

can meet the family responsibilities of the contract in the new location. In this case, the existing contract remains in effect with no change. The initial HA must transfer the family’s FSS escrow account balance when the family is absorbed by the receiving HA.

- (2) The receiving HA may permit the family to participate in its FSS program. If so, the initial HA must terminate its contract with the family. The initial HA must also transfer the family’s FSS escrow account balance when the family is absorbed by the receiving HA. The receiving HA will execute a new contract with the family.
- (3) In cases where the family cannot fulfill its family obligations in the new location, and the receiving HA does not permit the family to participate in its FSS program, the contract between the initial HA and the family shall terminate and the family will lose the funds in its FSS escrow account.

Individual Training and Services Plans

The contract must include an individual training and services plan for the head of the family. Other family members age eighteen and older may choose to execute an individual training and services plan if agreed to by the HA.

The resources and supportive services to be provided to each family member must be listed in the individual training and services plans which are attachments to the contract of participation.

Page one of each participant’s individual training and services plan includes space for the final goal and the first interim goal needed to achieve the final goal. The additional pages provide a format for recording each interim goal and specific information related to its achievement. The first page of each participant’s plan must be signed by the participant and an HA representative.

Interim goals must be specified along with the activities and services needed to achieve them. For example, a single mother with two children who has an interim goal of completing her secondary education might require several different activities and services to achieve that goal. These could include transportation, tutoring, and child care.

All completion dates included in the individual training and services plans must be on or before the contract of participation expires.

One of the interim goals for families receiving welfare assistance is to become independent of welfare assistance for at least twelve consecutive months before the end of the contract. Any family that is receiving welfare assistance **must** have this included as an interim goal in the head of the family’s individual training and services plan.

The final goal listed on the individual training and services plan of the head of the family **must** include getting and maintaining suitable employment specific to that individual’s skills, education, job training, and the available job opportunities in the area.

Incentives

If the HA has chosen to offer other incentives in connection with the FSS program, these incentives may be included in the individual training and services plans or as an attachment to this contract.

Family Self-Sufficiency Program Individual Training and Services Plan

Attachment _____

Name of Participant _____

Social Security Number _____

Final Goal

Interim Goal Number _____

Date Accomplished _____

Activities/Services

Responsible Parties

Date/s

Comments

Signatures:

Family

(Participant)

(Date Signed)

Housing Agency

(Signature of HA Representative)

(Date Signed)

Family Self-Sufficiency Program
Individual Training and Services Plan

Attachment _____

Name of Participant	Social Security Number
---------------------	------------------------

Interim Goal Number _____

Date Accomplished		
Activities/Services	Responsible Parties	Date/s

Comments



HOUSING AUTHORITY of the County of Butte

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2039 Forest Avenue • Chico, CA 95928

APPLICATION FOR FSS WAIT LIST

Date _____

Name _____ Phone _____

Address _____ City _____

Phone _____

Do you have a specific **employment** goal? _____

Do you have a specific **educational** goal? _____

What barriers do you feel you face in reaching your goals? _____

Are you currently receiving services in the community? If so, please list: _____

Are you currently employed? ☐ Yes ☐ No Where? _____

Rate of Pay _____ Hours per week worked? _____

Mail to: Javi Pinedo, Special Programs Coordinator
Housing Authority of the County of Butte
2039 Forest Avenue, Chico, CA 95928
(530)895-4474 Ext 234
FAX: (530)894-8738
JaviP@butte-housing.com

Office use only:

- ☐ Orientation
- ☐ NBA



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Family Self-Sufficiency Program Tenant Profile

FSS Participant Name (print)

XXX-XX-
Social Security Number

1. Are you currently employed?

☐ Yes ☐ No

2. Do have a high school diploma/GED?

☐ Yes ☐ No

3. Is anyone in your household receiving cash aid assistance/TANF?

☐ Yes ☐ No

4. Are you willing to seek and maintain employment in the next 5 years?

☐ Yes ☐ No

5. What is/are your source(s) of income? (**Check all that Apply**)

☐ Cal-Fresh ☐ TANF ☐ General Assistance ☐ SSI/SSDI ☐ Employment

6. What is your health insurance? (**Check all that Apply**)

☐ MediCare ☐ MediCal ☐ Employer ☐ ObamaCare ☐ Other

7. Do you have a primary care doctor?

☐ Yes ☐ No

If yes, answer a-b below. If no, skip down to the next question.

a. Doctor's name: _____ Phone: _____

b. Address: _____

(Please continued on back)

8. Please fill in the table related to training/educational programs you have enrolled in or is currently enrolled in (including high school).

Employer	Job Title	Year	Wage	Reason you left

9. Please fill in the table related to jobs you have worked at or is currently working at.

School/Program	Dates	Degree/Certificate



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**Family Self-Sufficiency Program
Needs Based Assessment**

<hr/>		<hr/>	
Date of assessment		Name of FSS coordinator	
<hr/>		<hr/>	
Participant's name		XXX-XX-	
<hr/>		<hr/>	
Social security number			
<hr/>		<hr/>	
Home address	Unit #	Date of birth	Age
<hr/>	<hr/>	<hr/>	<hr/>
City	State	Zip code	Home phone number
<hr/>	<hr/>	<hr/>	<hr/>
Mailing address		Alternative phone number	
<hr/>		<hr/>	
City	State	Zip code	Email address
<hr/>	<hr/>	<hr/>	<hr/>

- I understand that the purpose of this Needs Based Assessment is to identify the barriers and/or obstacles that have prevented me from attaining self-sufficiency.
- I understand that my FSS Coordinator cannot promise or guarantee resources at any time. However, the Coordinator will make every effort to secure resources needed to help me overcome barriers and/or obstacles identified herein, so that I can achieve my goals.
- I understand that this assessment can be modified to reassess my needs upon mutual agreement with my FSS Coordinator.
- I understand that I will be required to maintain contact with my FSS Coordinator (monthly, quarterly, and more if determined by my FSS Coordinator). Contacts may consist of in person, attendance at workshops, telephone, phone messages, email, information sent through the postage mail system (USPS), and other contact methods to ensure compliance of the FSS Program.
- I understand that I will receive a copy of this Needs Based Assessment upon request.

Signature of FSS Participant

Signature of Special Programs Coordinator



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Military History

1. Are you a veteran? ☐ Yes ☐ No

If yes, answer a-c below. If no, skip down to the next question.

a. Branch _____ Dates of service: _____

b. Discharge: ☐ Honorable ☐ Under honorable discharge ☐ Under other honorable

c. Do you have medical problems from serving in the military? ☐ Yes ☐ No

If yes, tell us more: _____

Education

2. Please mark the **highest** school/grade you completed. (**Select One Only**)

☐ None ☐ 9-12 (high school) ☐ Graduate
☐ 1- 6 (elementary) ☐ AA/AS (junior college)
☐ 7-8 (middle) ☐ BA/BS (college)

3. Are you currently in school? ☐ Yes ☐ No

If yes, answer a-b below. If no, skip down to the next question.

a. Name of School: _____ Major: _____

- b. Please indicate what you are currently pursuing. (**Check all that Apply**)

☐ Certificate ☐ GED/high ☐ AA/AS ☐ BA/BS ☐
school Graduate
☐ Other: _____

Employment

4. Have you worked in the past **10 years**? ☐ Yes ☐ No

5. Are you currently working? ☐ Yes ☐ No

If yes, answer a-b below. If no, skip down to the next question.

a. Date started: _____ Name of employer: _____

- b. Your title: _____ Pay per hour: \$ _____ Hours per week: _____

Goals

Please identify goals that you want to accomplish in the next 5 years. A few questions below are included to help guide you. You will be given an opportunity to identify other goals that you want to achieve.

6. Are you interested in a starting/expanding your **own business**? ☐ Yes ☐ No
If yes, answer a-b below. If no, skip down to the next question.

a. Tell us more: _____

- b. What help do you think you will need to accomplish starting your own business?

7. Are you interested in/will you be **attending school**? ☐ Yes ☐ No
If yes, answer a-b below. If no, skip down to the next question.

a. Tell us more: _____

- b. What help do you think you will need to accomplish finishing school?

8. Are you interested in/will you be **working**? ☐ Yes ☐ No
If yes, answer a-b below. If no, skip down to the next question.

If you are currently working, think about whether you want to change career, get a new job, or get a promotion at your current employment.

a. Tell us more: _____

- b. What help do you think you will need to accomplish finding and maintaining a job?

9. Please list other goals you want to achieve in the next 3-5 years:

[illegible]

Employment Likes/Dislikes

10. Please list the **TOP** three things you like and dislike about working.

What I like about working	What I do <u>NOT</u> like about working

Educational Likes/Dislikes

11. Please list the **TOP** three things you like and dislike about going to school.
Only fill this in if one of your goals is to go to school in the next 3-5 years.

What I like about going to school	What I do <u>NOT</u> like about going to school

Transportation

12. What is your primary mode of transportation? ☐ Car ☐ Bus ☐ Other: _____

13. Do you own a car? ☐ Yes ☐ No

If no, answer a below. If yes, skip down to the next question.

a. How will you get to work? _____

14. Do you know how to use public transportation (i.e., bus, train, etc.)? ☐ Yes ☐ No

Barriers/Challenges

15. What has **prevented** you from being self-sufficient? (**Check all that Apply**)

- ☐ Driver's license
- ☐ Lack of computer skills
- ☐ Do not have a GED or high school diploma
- ☐ Transportation/not having a car
- ☐ Lack of work experience
- ☐ Lack of social support
- ☐ Do not have a cover letter
- ☐ No child care/adult care
- ☐ Physical or chronic health pains/conditions

- ☐ Food
- ☐ Do not have a resume
- ☐ Disabilities of self or children/parents
- ☐ Criminal record
- ☐ Do not have references
- ☐ No internet at home
- ☐ Do not have computer at home
- ☐ Anxiety, depression, or other emotional and mental distress

16. Please list additional barriers or challenges that have not been mentioned:

Resources/Support Services

17. What **resources** would most benefit you (and your family) right now? (**Check all that Apply**)

- | | | |
|------------------------------------------------------|-----------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Driver's license | <input type="checkbox"/> Eye glasses/vision | <input type="checkbox"/> Applying/searching for jobs online |
| <input type="checkbox"/> Training/education | <input type="checkbox"/> Disability services | <input type="checkbox"/> Job placement |
| <input type="checkbox"/> Credit counseling | <input type="checkbox"/> Medical/physical health | <input type="checkbox"/> Resume/cover letter development |
| <input type="checkbox"/> Domestic violence | <input type="checkbox"/> Childcare | |
| <input type="checkbox"/> Career advising | <input type="checkbox"/> Self-esteem development | |
| <input type="checkbox"/> Parenting | <input type="checkbox"/> Substance abuse | <input type="checkbox"/> Interview skills |
| <input type="checkbox"/> Time management | <input type="checkbox"/> Dental/oral health | <input type="checkbox"/> Basic computer or keyboarding |
| <input type="checkbox"/> Anxiety/depression services | <input type="checkbox"/> Emotional/mental health services | |
| <input type="checkbox"/> Money/budget management | | <input type="checkbox"/> Stress management |

18. Please identify additional resources that have not been mentioned:

19. Is there any other information not covered in this form that you feel might be relevant to know about your needs or family situation?

**Thank you. Please hold onto your paperwork.
Call the Special Programs Coordinator at 530-895-4474 Ext 234
to make an appointment.**

We will review your paperwork together.

Signature of FSS Participant

Date

Signature of Special Programs
Coordinator

Date



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Certification of Nondiscrimination

I, Edward S. Mayer, certify that the HACB will not deny any family or individual the equal opportunity to apply for or participate in the Family Self-Sufficiency (FSS) program on the basis of race, color, sex, religion, creed, national or ethnic origin, age, familial or marital status, handicap or disability, or sexual orientation in full compliance with applicable Federal, State and local Civil Rights laws.

The HACB will not discriminate against otherwise qualified persons because of their disabilities and will make reasonable accommodations to the person's disability to allow full participation in the FSS program. The HACB may decide that an accommodation is not reasonable if it causes undue financial and/or administrative burdens.

Edward S. Mayer
Executive Director
Housing Authority of the County of Butte

Date



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Certification of Coordination

I, Edward S. Mayer, certify that the HACB will coordinate the development of services and activities under the Family Self Sufficiency (FSS) program with Welfare to Work Program, the Work Force Investment Act of 1998, and other relevant employment, child care, transportation, training, and education programs within the FSS program's jurisdiction.

Edward S. Mayer
Executive Director
Housing Authority of the County of Butte

Date



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November 13, 2020

MEMO

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: HUD Public Housing Program – Adoption of 2021 Flat Rent Schedule

This action is now “routine”, being completed annually, regarding adoption of Flat Rents to be applied to the HUD Public Housing program.

In the 2014 HUD Appropriations Act, Congress stipulated a change to the HUD Public Housing Program’s regulations regarding use and application of “flat rents”. In the Public Housing program, tenants can choose to pay either 30% of their adjusted gross income as their contribution towards rent and utilities, or they can pay a “flat rent”. The appropriations act stipulates that housing authorities must set Flat Rents at no less than 80% of the applicable HUD Fair Market Rent (FMR), including consideration for Utility Allowances. There are currently nine (9) Public Housing tenants that have chosen the Flat Rent option.

HUD issued 2021 Fair Market Rent data (FMR’s) on August 31, 2020, pre-requisite to analysis of, and revision of, the HACB’s Public Housing Flat Rent Schedule for the 2021 operating year.

In summary, Resolution No. 4799 changes the Flat Rent Schedule in its entirety, updating Flat Rents in accordance with local market conditions and HUD requirements. Implementation of the recommended Flat Rent Schedule, by means of Resolution No. 4799, maintains HACB’s compliance with the Appropriations act.

Recommendation: adoption of Resolution No. 4799.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4799

DETERMINATION OF PUBLIC HOUSING FLAT RENTS

WHEREAS, the Housing Authority of the County of Butte (HACB) administers under contract the U.S. Department of Housing and Urban Development (HUD) Public Housing (PH) program; and

WHEREAS, each year, in accordance with 24 CFR 960.253(d), the HACB sets a Flat Rent schedule for its PH properties which is designed to encourage self-sufficiency and to avoid disincentives for continuing residency by families seeking to become economically self-sufficient; and

WHEREAS, the HACB has reviewed its documentation and data regarding local rental market conditions and determined that the current Flat Rent Schedule, effected January 1, 2020, no longer reflects current market conditions and requires revision; and

WHEREAS, the HACB has reviewed its documentation and data regarding local rental markets, including its Section 8 HCV program Rent Reasonableness database and recent leasing experience of HCV program participants, and determined Flat Rent rates for its PH properties which reflect surrounding market conditions; and

WHEREAS, on May 21, 2014, HUD posted Notice PIH 2014-12: “Changes to Flat Rent Requirements – 2014 Appropriations Act” wherein PHAs are required to set Flat Rents at no less than eighty percent of the applicable HUD-determined Fair Market Rent for the area; and

WHEREAS, the HACB has revised its PH Flat Rents schedule to comply with HUD requirements per HUD Notice 2017-23;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to set its Public Housing Flat Rents in accordance with the attached Public Housing Flat Rent Analysis and Recommendation, effective January 1, 2021, such Analysis and Recommendation attached to and made a part of this Resolution No. 4799.

Dated: November 19, 2020.

Laura Moravec, Board Chair

ATTEST

Edward S. Mayer, Secretary

Housing Authority of the County of Butte

Attachment to Resolution No. 4799 - HUD Low Income Public Housing Program

2021 Public Housing Flat Rent Analysis

November 13, 2020

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Area	Bedrooms	HUD Fair Market Rent (FMR)	80% of FMR	Minus 2021 UA	2020-21 Flat Rent Minimum	2020 Approved Flat Rent	Rent Comparable	Minus 2021 UA	Proposed 2021 Flat Rents	UA Notes
Chico	1	\$905	\$724	\$120	\$604	\$789	\$966	\$120	\$846	**UA \$118 if 43-3 ADA
	2	\$1,195	\$956	\$134	\$822	\$982	\$1,238	\$134	\$1,104	**UA's \$134 43-3 ADA and \$128 if 43-13
	3	\$1,695	\$1,356	\$148	\$1,208	\$1,308	\$1,583	\$148	\$1,435	**UA \$146 if 43-3 ADA
	4	\$2,065	\$1,652	\$167	\$1,485	\$1,509	\$1,814	\$167	\$1,647	
Chico w/o Water & Sewer UA	1	\$905	\$724	\$67	\$657	\$899	\$966	\$67	\$899	**UA \$65 if 43-3 ADA
	2	\$1,195	\$956	\$76	\$880	\$1,123	\$1,238	\$76	\$1,162	**UA's \$76 if 43-3 ADA and \$70 if 43-13
	3	\$1,695	\$1,356	\$87	\$1,269	\$1,506	\$1,583	\$87	\$1,496	**UA \$85 if 43-3 ADA & \$82 if 43-13
	4	\$2,065	\$1,652	\$101	\$1,551	\$1,569	\$1,814	\$101	\$1,713	
Biggs	1	\$905	\$724	\$195	\$529	\$838	\$966	\$66	\$900	*UA's adjusted due to HACB paying the water/sewer
	2	\$1,195	\$956	\$207	\$749	\$1,030	\$1,238	\$78	\$1,160	*UA's adjusted due to HACB paying the water/sewer
	3	\$1,695	\$1,356	\$217	\$1,139	\$1,358	\$1,583	\$88	\$1,495	*UA's adjusted due to HACB paying the water/sewer
	4	\$2,065	\$1,652	\$230	\$1,422	\$1,562	\$1,814	\$101	\$1,713	*UA's adjusted due to HACB paying the water/sewer
Gridley	1	\$905	\$724	\$141	\$583	\$830	\$966	\$141	\$825	**UA \$138 if 43-1B ADA & UA \$118 if 43-3 ADA
	2	\$1,195	\$956	\$150	\$806	\$966	\$1,238	\$150	\$1,088	
	3	\$1,695	\$1,356	\$162	\$1,194	\$1,293	\$1,583	\$162	\$1,421	
	4	\$2,065	\$1,652	\$176	\$1,476	\$1,495	\$1,814	\$176	\$1,638	
	5	\$2,375	\$1,900	\$189	\$1,711	\$1,751	\$1,934	\$189	\$1,745	
Gridley w/o Water & Sewer UA	1	\$905	\$724	\$73	\$651	\$889	\$966	\$73	\$893	**UA \$70 if 43-1B
	2	\$1,195	\$956	\$81	\$875	\$1,027	\$1,238	\$81	\$1,157	
	3	\$1,695	\$1,356	\$92	\$1,264	\$1,354	\$1,583	\$92	\$1,491	
	4	\$2,065	\$1,652	\$105	\$1,547	\$1,605	\$1,814	\$105	\$1,709	
	5	\$2,375	\$1,900	\$117	\$1,783	\$1,814	\$1,934	\$117	\$1,817	
Oroville	1	\$905	\$724	\$100	\$624	\$873	\$966	\$100	\$866	**UA \$130 if 43-15 & UA \$115 43-14
	2	\$1,195	\$956	\$119	\$837	\$973	\$1,238	\$119	\$1,119	
	3	\$1,695	\$1,356	\$115	\$1,241	\$1,337	\$1,583	\$115	\$1,468	
Oroville w/o Water & Sewer UA	1	\$905	\$724	\$78	\$646	\$873	\$966	\$67	\$899	
	2	\$1,195	\$956	\$87	\$869	\$973	\$1,238	\$83	\$1,155	
	3	\$1,695	\$1,356	\$72	\$1,284	\$1,369	\$1,583	\$77	\$1,506	

November 13, 2020

Housing Authority of the County of Butte
2039 Forest Avenue
Chico, CA 95928
Attention: Mr. Edward Mayer, Executive Director

Re: *Butte County Housing Authority ICR*

Dear Mr. Mayer:

S&P Global Ratings hereby affirms its rating of "A+" for the above-referenced obligations and stable outlook. A copy of the rationale supporting the rating and outlook is enclosed.

This letter constitutes S&P Global Ratings' permission for you to disseminate the above-assigned ratings to interested parties in accordance with applicable laws and regulations. However, permission for such dissemination (other than to professional advisors bound by appropriate confidentiality arrangements or to allow the Issuer to comply with its regulatory obligations) will become effective only after we have released the ratings on standardandpoors.com. Any dissemination on any Website by you or your agents shall include the full analysis for the rating, including any updates, where applicable. Any such dissemination shall not be done in a manner that would serve as a substitute for any products and services containing S&P Global Ratings' intellectual property for which a fee is charged.

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New York, NY 10041-0003

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Sincerely yours,

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enclosure

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November 13, 2020

Housing Authority of the County of Butte
2039 Forest Avenue
Chico, CA 95928
Attention: Mr. Edward Mayer, Executive Director

Re: *US\$9,800,000 California Affordable Housing Agency, Multifamily Housing Pool Revenue Bonds, (Butte County Projects), Series 2020A*

Dear Mr. Mayer:

Pursuant to your request for an S&P Global Ratings rating on the above-referenced obligations, S&P Global Ratings has assigned a rating of "A+" . S&P Global Ratings views the outlook for this rating as stable. A copy of the rationale supporting the rating is enclosed.

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Please send hard copies to:

S&P Global Ratings
Public Finance Department
55 Water Street
New York, NY 10041-0003

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cc: ***Mr. Rick Brandis***
Mr. Tom Lewis, Esq.

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California Affordable Housing Agency Butte County Housing Authority; General Obligation

Primary Credit Analyst:

Alan Bonilla, San Francisco + 1 (415) 371 5021; alan.bonilla@spglobal.com

Secondary Contact:

Ki Beom K Park, New York + 1 (212) 438 8493; kib.park@spglobal.com

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Credit Profile

US\$9.8 mil multi- fam hsg pool rev bnds (Butte Cnty Hsg Auth) ser 2020A dtd 12/10/2020 due 11/01/2050

<i>Long Term Rating</i>	A+ / Stable	New
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Butte Cnty Hsg Auth ICR

<i>Long Term Rating</i>	A+ / Stable	Affirmed
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Rating Action

S&P Global Ratings assigned its 'A+' long-term rating to California Affordable Housing Agency's multifamily housing pool revenue bonds (Butte County Projects) series 2020A, issued for the Housing Authority of the County of Butte (HACB), Calif. At the same time, we affirmed our 'A+' issuer credit rating (ICR) on HACB. The outlook is stable.

The series 2020A bonds will be special obligations of California Affordable Housing Agency payable from the revenues of the 2020A Butte County Projects and from the general revenues of HACB. The rating reflects our analysis of both revenue streams according to our "Methodology: Rating Approach To Obligations With Multiple Revenue Streams," published Nov. 29, 2011. The rating reflects the pledge of higher credit quality, which is the 'A+' ICR on the authority.

The 2020A bonds are anticipated to total approximately \$9.7 million in fixed-rate bonds to finance the rehabilitation of six apartment projects and to undertake additional capital improvements to HACB-owned properties, including the reconstruction of the 12-unit Kathy Court Apartments in Paradise, which were destroyed in the Camp Fire in November 2018,--one of the worst wildfires in California history.

Credit overview

HACB, located in Chico, is a nonprofit public agency incorporated in 1946. HACB's core mission is to assist low- and moderate-income residents of Butte County secure and maintain quality affordable housing. The authority serves more than 3,000 households in Butte and Glenn counties through a mix of rental assistance programs and affordable housing properties.

The authority's financial statements include two component units: Butte County Affordable Housing Development Corp. and Banyard Management. Both are 501(c)(3) nonprofit entities formed to participate in various low-income housing tax credit (LIHTC) projects as the managing general partner.

In our view, the coronavirus pandemic will pose a low-to-medium risk to HACB's creditworthiness, as the social housing sector is largely countercyclical and benefits from robust liquidity positions. If HACB's affordable market rent units experience higher rental delinquencies and increases in certain operating costs because of COVID-19, EBITDA could decrease slightly this year, but the authority's robust liquidity position is adequate to face the potential

consequences related to the pandemic. According to management, the effect on revenue collected since the pandemic started has been minimal and the authority received close to \$500,000 in Coronavirus Aid, Relief, and Economic Security (CARES) Act funding to prepare, prevent, and respond to COVID-19. These funds could also be used for regular operations in the Section 8 and public housing programs through Dec. 31, 2020. The additional funding support should help cover administrative expenses for various housing programs to support or maintain the health and safety of assisted tenants. HACB has also developed COVID-19 protocols to continue to conduct property inspections and perform emergency work orders.

Nevertheless, given the uncertainty of the situation, the authority may face challenging operational conditions that could lead to a temporary suspension of nonessential maintenance activities, and less frequent or less thorough physical inspections. Similarly, if COVID-19 prevention measures delay maintenance staff or contracted personnel in upgrading units or preparing vacant units for new tenants, economic occupancy rates could decrease and weaken operational performance—a measure of market position in our rating analysis. To date, HACB is performing most emergency repairs in units and common areas and critical systems preventative maintenance.

The rating reflects our view of HACB's:

- Very low vacancies and very high demand for affordable housing in the area, which lends to long-term financial stability;
- Low risk debt profile and overall total debt outstanding as evidenced by a debt-to-EBITDA ratio of 3.2%, compared with the 10.3% average for similarly rated peers;
- Proactive, involved, and experienced management that is well positioned and equipped to address challenges and a detailed five-year strategic plan used to guide the authority; and
- High performer designation under the U.S. Dept. of Housing and Urban Development's (HUD) Public Housing Assessment System and Section 8 Management Assessment System.

Partially offsetting these strengths, in our view, is HACB's below-average projected liquidity ratio of 1.7x sources to uses, compared with the average of 3x for similarly rated peers.

The outlook reflects our view of HACB's strong management and its clear strategic plan to maximize its affordable housing role in the County of Butte and its essentiality to meet current and future market demand for low-income housing. The authority has gone to great lengths to manage the risks associated with the 2018 Camp Fire and address the risks of its unfunded pension liability (UPL). Furthermore, the authority's strong liquidity and debt ratios as well as the extremely low vacancy rates of its properties support the stable outlook.

Environmental, social, and governance factors

We have analyzed HACB's environmental, social, and governance risks relative to its ICR in terms of economic fundamentals, financial performance, asset quality, and strategy and management, and determined that the continued threat of wildfires, which negatively affected the authority in November 2018, poses heightened environmental risks. In response to the spike in unemployment and a sudden drop in economic activity related to the pandemic, the U.S. government has announced restrictions limiting evictions for nonpayment of rent in the short term. Although we believe the pandemic exposes the public housing sector to social risks that could present financial pressure in the short

term, we believe the sector's strong economic fundamentals, which is largely countercyclical and benefits from extraordinary support from the federal government, mitigate these risks. We also analyzed HACB's governance risks and determined that they are in line with our view of the sector standard.

Stable Outlook

Downside scenario

Deterioration in HACB's liquidity and earnings could impair its financial risk profile and negatively affect its credit quality, possibly resulting in a negative rating action. In addition, further declines in federal subsidies, without HACB compensating by maintaining or increasing its leverage resources, net working capital, or profitability, could impair the authority's financial strength and lead to a negative rating action.

Upside scenario

We could raise the rating if the authority demonstrates consecutive years of improved EBITDA margins, along with a sustained liquidity position. We also believe another key factor is its ability to leverage the needed resources to carry out its development plans, to continue to engage in business activities that provide it with diverse income sources, and to continue to implement operational and administrative efficiencies. These factors could result in a higher stand-alone credit profile (SACP) and ICR.

Credit Opinion

Extraordinary Government Support

Under our criteria, we view HACB as having a strong link to the U.S. government. This is reflected by the government's record of providing strong credit support for public housing under certain circumstances. We also view HACB as having limited importance to the government in that an HACB credit default would have a limited effect on the government. Based on the combined strong link and limited importance, we view the likelihood of extraordinary support that may be available to this government-related entity, when required, as moderate. As a result, the SACP on HACB remains 'a+' based on the 'AA+' unsolicited sovereign rating on the U.S.

Comparative Analysis

Table 1 shows how HACB compares in key measurements with various U.S. public housing authorities (PHAs). We believe HACB relies on social housing activity (traditional public housing), as do most traditional PHAs that derive revenue primarily from federal subsidies. For HACB, the HUD subsidies-to-total revenue ratio has remained steady, averaging 73% in 2018. HACB serves an area with high economic fundamentals, providing low social rent over market rent to meet very high demand for low-rent housing. Also, its asset quality, reflected by vacancy rates, is among the strongest relative to its peer PHAs. While HACB's profitability and liquidity ratios have improved since 2014, they have been somewhat volatile. The debt profile is very strong relative to that of its peers, which we view as a credit strength.

Table 1

HACB--Peer Comparison										
Entity	ICR	Outlook	Proportion of revenues from government (%)	Annual population growth (%)	Average social rent as % of market rent	Vacancy rate (%)	EBITDA / Revenues (five-year average)	Debt / EBITDA (five-year average)	EBITDA / Interest (five-year average)	Liquidity ratio
Hsg Auth of Cnty of Butte	A+	Stable	0.73	(0.05)	0.35	0.02	0.07	3.20	9.20	1.65
Chicago Hsg Auth	AA-	Stable	0.88	0.00	0.16	0.03	0.12	2.70	7.90	3.70
Denver Housing Auth	AA-	Stable	0.78	0.01	0.35	0.02	0.18	13.80	9.30	3.30
Housing Catalyst	AA-	Stable	0.23	0.02	0.35	0.06	0.23	6.30	8.90	4.30
Wisconsin Hsg Preservation Corp	AA-	Stable	0.02	0.01	0.57	0.04	0.35	13.10	2.10	7.80
Howard Cnty Hsg Commission	A+	Negative	0.27	0.01	0.59	0.05	0.24	17.70	1.50	1.80
Boston Hsg Auth	A+	Stable	0.84	0.01	0.24	0.02	0.08	7.80	3.90	2.46
Baltimore City Hsg Auth	A+	Stable	0.90	0.00	0.11	0.06	0.08	1.60	12.00	3.00
Philadelphia Hsg Auth	A+	Stable	0.85	0.00	0.27	0.07	0.14	7.06	22.80	7.29
Hsg Auth of the City of Los Angeles	A+	Stable	0.95	0.00	0.25	0.01	0.02	4.72	4.60	5.09
Housing Auth of the City of Milwaukee	A+	Stable	0.65	0.01	0.43	0.04	0.05	6.60	3.16	2.20
Cuyahoga Metropolitan Hsg Auth	A+	Stable	0.87	(0.00)	0.17	0.05	0.07	18.60	4.58	1.55
Lucas Metropolitan Hsg Auth	A+	Stable	0.83	0.00	0.32	0.03	0.10	5.90	5.90	1.89
ELM City Community (New Haven)	A+	Stable	0.91	(0.00)	0.37	0.06	0.12	8.80	20.30	2.60
Bridge Housing	A+	Stable	0.13	0.00	0.32	0.02	0.37	22.80	2.10	1.40
Housing Auth of Snohomish Cnty	A+	Stable	0.60	0.01	0.41	0.02	0.16	11.80	3.90	3.36

Enterprise Profile

Industry risk

U.S. public and nonprofit providers' collective focus on affordable housing lends further stability, with low competitive risk. We consider the U.S.-based nonprofit provider industry risk through a combination of individual assessments, a low risk for cyclicity and for competitive risk, with no adjustment for the support of government policies for the industry. Economic cycles are more likely to affect U.S. PHAs than other types of social services, because real estate fluctuations can change asset values. Real estate markets can be overbuilt, leading to depressed occupancy rates, rentals, and property values; residential rental markets typically pose less risk than do other property classes, and U.S. PHAs' focus on affordable housing typically lends further stability. Competitive risk is low, in our view, because of the effective barriers to entry in many jurisdictions, minimal risk of substitution, and overall stable trends in growth and margins. In addition, ongoing government subsidies, other support, and oversight limit volatility, with the overall importance of the service delivered limiting the potential for negative government intervention, in our opinion.

Economic fundamentals and market dependencies

As mentioned, the mission of HACB is to assist low- and moderate-income residents of Butte County to secure and maintain quality affordable housing. Subsidized housing is provided to families, seniors, and disabled individuals whose incomes generally range from 0%-80% of median area income. The authority administers various affordable housing programs, including HUD Low Income Public Housing rental units (345), HUD Section 8 Housing Choice Voucher (HCV) Program (2,206), U.S. Dept. of Agriculture (USDA) Rural Development Farm Labor Housing (FLH) rental units (121), LIHTC subsidized rental units, multifamily tax-exempt bond-financed rental units, open market rental units, and various tenant-based rental assistance programs. We view HACB's essentiality to the market it serves as very strong. As with other U.S. PHAs, market demand for HACB's services far exceeds supply. Over the past several years, applications for housing choice vouchers topped 6,000. The authority can select approximately 1,200 applicants per year, further indicating the dire need for and essentiality of the services and programs it administers. The loss of nearly 14,000 residences and approximately 15% of the county's housing stock in the Camp Fire only exacerbates the need for affordable housing and the number of people HACB aims to serve.

HACB serves low-income residents who often have few housing alternatives despite typical affordable housing rental costs. The average social rent of HACB-owned-and-managed units is approximately 35% of average market rent, indicating that HACB provides housing at a significant discount to a low- and moderate-income population in a high-cost city. This and the 4.5% population decline and qualitative factors yield a score of '2', which is considered strong for economic fundamentals.

Market Position

Strategy

HACB's overall mission is to expand the supply and improve the quality of assisted housing, thereby promoting economic independence and healthy communities. The guiding principles call for HACB to:

- Seek additional fair-share vouchers in support of the special needs population;
- Leverage private or other public funds to create additional housing opportunities;
- Acquire or build units or development through LIHTC tax-exempt bonds and other affordable housing finance

programs or seek partnerships and joint development;

- Promote self-sufficiency and asset development for family and individuals; and
- Ensure equal opportunity and affirmatively further fair housing.

The authority completed a strategic plan in fiscal 2016 to re-evaluate its mission and values and to develop new strategic directions in service to the community. The authority sees decreasing availability of affordable homes and vacancy rates in the communities it serves along with a corresponding increase in demand for new residential units. To meet its social purpose, HACB is working with non- and for-profit community partners to identify and execute property projects.

In addition, HACB has developed the following priority objectives and goals:

- Expand the supply and improve the quality of assisted housing available to general and special needs populations;
- Provide opportunities and pathways to transition into unsubsidized housing opportunities for those who are able to do so;
- Increase assisted housing choices;
- Promote and secure services for authority residents and participants;
- Ensure equal opportunity and affirmatively further fair housing;
- Maintain and improve interagency cooperation; and
- Maintain its financial position and its ability to respond to shifting economic conditions through prudent management of limited resources.

In addition, the authority hired a real estate development consultant in July 2019 to conduct a strategic portfolio review. The goal of the report was to identify and review certain portfolio real estate assets, evaluate their position in the agency, determine options available for each asset, and provide a road map for decision making.

We believe the authority's wide-ranging priorities and goals reflect its ambitions and strategic vision. In our opinion, the guiding principles give the authority a clear, exhaustive path to pursue. The board reviews the strategic plan annually and monitors the staff's progress in achieving its goals. Further indication of management's involved and proactive approach is the authority's timely and well-thought-out plan to establish the pension trust to address the growing UPL balances that could eventually stress HACB's financial flexibility and obligations to retired employees. In addition, we believe the authority's response to the Camp Fire disaster was practical and realistic--laying out a clear plan to address potential revenue shortfalls and preparing both worst- and best-case scenarios for ongoing operations and for those it serves.

Management

HACB's management, in our view, is very strong. Management has sufficient expertise and experience in its major operating segments. Management's record of success in carrying out its plans is comparable with that of peers. Significant changes in the management structure took place in December 2016. The deputy executive director, who had been with HACB since 1996, retired, and management decided to reduce the senior management team to four

from five. These four positions are executive director, deputy executive director, finance director, and administrative operations director. The board approved the change and believes the new structure is best suited to serve the organization and its mission.

The authority is governed by a seven-member board of commissioners, excluding the executive director, who serves as secretary to the board and is the point of contact. Board members are appointed by the Butte County Board of Supervisors. Two of the commissioners must be residents of HACB housing, according to the federal Quality Housing and Work Responsibility Act of 1998 and state law. Conventional board members serve four-year terms, and turnover is staggered, allowing experienced members to remain on the panel during periods of transition. Tenant commissioners serve two-year staggered terms. The board establishes policies and procedures for HACB. It conducts monthly public meetings, during which reports are reviewed and agenda items are discussed and voted on. These items include all procurements and authorizations to enter into contracts with vendors in excess of \$50,000.

Senior team members work closely with one another to meet HACB's mission and bring operations and projects into compliance with the authority's overall strategic goals. Internal policies and procedures are institutionalized and built into the fabric of all HACB operations. We believe HACB is effectively leveraging partnerships with other stakeholders in the county. HACB has partnered with commercial, nonprofit, and government agencies to spur redevelopment. This has allowed the authority to develop an income stream that is not wholly dependent on federal subsidies. According to HACB, its partnerships are continuing to fuel redevelopment in the county, and provide funding for the authority to update its housing portfolio.

Asset quality and operational performance

In line with HACB's core mission of providing quality housing, the authority's asset quality and operational performance are very strong, in our view, as reflected by the overall good condition of its asset portfolio, even in the aftermath of the Camp Fire. The fire destroyed one HACB property--the Kathy Court Apartments, a multifamily housing pool revenue bond financed property. It did not adversely affect the authority's other properties. In fact, vacancies, although already very low, at other properties have been all but eliminated, as units are being leased under waiver to house Federal Emergency Management Agency-assisted families. Revenue from these additional leases is helping to pay the authority's USDA loans.

The average age of HACB's housing stock is about 50 years. Vacancies are extremely low, in our view, averaging approximately 2% over the past three years. HACB has maintained and achieved a high-performer status on the Public Housing Assessment System, which measures the management performance of all PHAs in administration of the HUD Low Income Public Housing program.

As part of its strategic asset repositioning plan, the authority has focused on the rehabilitation of Gridley FLH, where substantial water and sewer infrastructure replacements were addressed and planning and permitting for unit rehab work was completed. The first phases of the rehabilitation of Gridley FLH were completed in 2016 and 2017, with a total of 40 housing units renovated. The authority was awarded \$6 million in USDA grants to complete the next two phases, which have been bid and let, with completion scheduled for the fall of 2020.

In our opinion, HACB is acting appropriately to improve its financial strength and provide quality housing, even in light of devastating events and circumstances. Improvements to property and asset management have, in our opinion, led

to large operational improvements. The combination of these operational strengths and asset quality assessment translates to an anchor score of '2'.

Financial Profile

Financial performance

Maintaining a strong financial risk profile score will require balancing financial stability against HACB's overall public purpose goals, in our opinion. Housing authorities that derive large portions of income from federal subsidies are exposed to weak margins and a negative change in net assets to equity in any given year. In fiscal 2019, roughly 73% of HACB's revenue came from federal subsidies. Although HACB's subsidies are in line with those of similarly rated peers, they are subject to changes in congressional appropriations.

A primary source of revenue for HACB is income related to the HCV program. A direct impact of the Camp Fire was the displacement of 320 participants in the HUD HCV program, administered by HACB, representing about 15% of the 2,206 available vouchers. An immediate effect was the loss of approximately \$160,000 in monthly HAP and \$17,000 of monthly administrative fee revenue based on lease-up numbers. The HCV program is funded on a calendar-year basis, with HAP funding eligibility to be based on previous-year expenses, plus a prorated inflation factor. Based on these factors, HACB received approximately \$13.4 million in HAP eligibility in fiscal 2019. Management estimates eligibility will increase to approximately \$15 million in fiscal 2020, as proceeds not spent in fiscal years 2018 and 2019 carry over to the following year.

Our assessment of financial performance uses a five-year average, including fiscal years 2018 (audited), 2019 (unaudited), and 2020 (the current budget), and our forecast for fiscal years 2021 and 2022. We calculate that EBITDA averages 7.1% of revenue, which, in our view, is weak. However, we anticipate that HACB's financial performance will improve over time. We will continue to monitor HACB's financial performance and financial stability.

Debt profile

The authority's total debt outstanding declined significantly to approximately \$5.5 million in fiscal 2019 from approximately \$7.1 million in fiscal 2018. Total debt outstanding is expected to decrease further to about \$3.6 million in fiscal 2020. HACB's management focused on paying off as much debt as possible in the past two years, using reserves and Camp Fire insurance proceeds to pay off previously issued bonds. The result is an even stronger debt profile, which we already consider extremely strong.

HACB has balanced its need for capital improvements with prudent debt management. The authority's five-year average debt-to-EBITDA ratio is 3.2x for fiscal years 2018 to 2022, and its five-year average EBITDA interest coverage is 9.2x, both ratios stronger than those of similarly rated peers. We expect these ratios will continue to improve. In addition, the authority recently adopted a formal and thorough debt management policy, which we view as a credit strength adding to the authority's already strong financial policies. Overall, HACB has an extremely strong debt profile on a global scale, as exhibited in a final score of '1'.

Liquidity

We expect HACB to have approximately \$15.9 million in liquidity sources over the next year. For our analysis, sources include estimated cash from operations, cash and equivalents, and current investments. We estimate liquidity uses, including debt service less noncash working capital (if negative), to be about \$9.6 million over the same period (see table 2). The above results in a liquidity ratio of 1.65x, which is higher than that of the previous year. The authority has been judicious in building its reserves in profitable years, allowing it to front-fund the pension trust and weather the ramifications of the Camp Fire, without impact to its liquidity position. We view coverage to be adequate with a score of '3'.

Table 2

HACB--Liquidity	
2020-2021	
A: Sources of liquidity	
Forecasted cash generated from continuing operations if positive	7,694,752
Cash and liquid investments (current values)	8,197,671
Forecasted working capital inflows, if positive	0
Proceeds from asset sale (when confidently predictable)	0
Undrawn committed facilities which matures after 12 months and can be drawn	
Expected ongoing cash injection from a component unit	
Other receipts if applicable	
Total sources of liquidity	15,892,423
B: Uses of liquidity (enter as positives)	
Forecasted cash generated from continuing operations, if negative	0
Forecasted working capital excluding cash outflows, if negative	267,368
Expected capital expenditure over the next 12 months	6,969,254
Interest and principal payments due on debt over the next 12 months	2,378,695
Other payments, if applicable	
Total uses of liquidity	9,615,317
Liquidity Ratio	1.65

Financial policies

HACB's financial policies provide what we deem as sufficient oversight and prudence that are commensurate with our view of very strong attributes. Financial responsibilities are carried out through the finance department; this includes oversight of accounting, budgeting, procurement, and internal auditing. We believe a well-defined reserve and liquidity policy will help the authority monitor its cash-flow needs and liquidity in both the short and long term. As noted, the authority's reserve policies have served it well in times of financial and operational stress, and in addressing ongoing needs with cash infusions when needed, such as the plan to address the UPL with the pension trust. As with most organizations regarding the importance of data and information protection, we believe the authority can continue to improve its information technology (IT) and centralized/integrated financial reporting systems to protect sensitive information and secure itself against hacks and data breaches that can be very costly to the authority and its clients. In this regard, HACB recently completed investment in a significant upgrade to its firewall technology. While the project

addressed performance, capacity, and reliability of the IT system, priorities of the project were intrusion prevention, advanced malware protection, and security. A local technology firm was retained to design and deploy the solution best suited to the authority and its industry. HACB's strong, well-defined policies result in a score of '2'.

Related Research

Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020

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Butte and Glenn Counties

						Funding Round	Housing Authority Vouchers	Delivery
PWC-AMG/BCAHDC	City	Units	Serves	Funding				
Sunrise Village Apts.	Gridley	37	Seniors	MHP	4% LIHTC's	Mar 2021	36	December 2022
Riverbend Apts. Phase 1	Oroville	72	Family		9% Disaster LIHTC's	July 2020		Spring 2022
Riverbend Apts. Phase 2	Oroville	48	Family	CDBG-DR?	4% LIHTC's	Mar 2022		December 2023
Liberty Bell Apts.	Orland	32	Seniors	HOME	4% LIHTC's	Mar 2021	31	October 2021
Woodward Apts.	Orland	36	Family	MHP	4% LIHTC's	July 2021	25	December 2022
8th Street	Orland	40	Singles/PSH	TBD				TBD
Mitchell Ave Apts	Oroville	36	Seniors		9% Disaster LIHTC's	July 2020		January 2022
Mitchell Ave Apts Phase II	Oroville	32	Seniors	TBD				TBD
Ford Ave Apts	Gridley	36	Family		9% Disaster LIHTC's	July 2020		January 2022
Deer Creek Apts Phase I	Chico	156	Family		9% Disaster LIHTC's	July 2020		Summer 2022
Deer Creek Apts Phase II	Chico	48	Family	CDBG-DR?	9% Disaster LIHTC's	Mar 2021		December 2022
Prospect View	Oroville	40	PSH	NPLH	9% LIHTC's	July 2021		December 2022
AHDC/BCAHDC								
North Creek Crossing Apts., Phase I	Chico	106	Family		9% Disaster LIHTC's	July 2020	25	Spring 2022
North Creek Crossing Apts., Phase II	Chico	60	Family		9% Disaster LIHTC's	2nd Round	14	Spring 2023
Jamboree/BCAHDC								
1297 Park Ave. Apts.	Chico	59	Singles/PSH		9% Disaster LIHTC's	July 2020	43	Spring 2023
CHIP								
Creekside Place Apts	Chico	101	Seniors/PSH	NPLH, City	9% Disaster LIHTC's	July 2020	100	Spring 2023
Paradise Community Village - rebuild	Paradise	36	Family		LIHTC			
HACB								
Kathy Court Apts - rebuild	Paradise	12	Family	TBD				
Fogg Ave Apts	Oroville	16	Singles	TBD				
HACB/BCAHDC Summary:		866	total units	13 projects			274	Vouchers
		465	Phase I 9% Disaster Credits					
OTHER								
Willow Partners								
Sierra Heights Apts II	Oroville	48	Senior		9% Disaster LIHTC's			
Oroville Heights Apts II	Oroville	40	Family		9% Disaster LIHTC's			
Domus - Newport Partners								
Floral Ave. Apts.	Chico	23	Family		9% Disaster LIHTC's			
Lava Ridge Apts, 2796 Native Oaks Dr.	Chico	98	Family		9% Disaster LIHTC's			
K2 Development								
Bruce Village Commons, 1993 Bruce Rd	Chico	60	Senior		9% Disaster LIHTC's			
Olive Ranch Apts. I, Table Mtn & Grand	Oroville	84	Family		9% Disaster LIHTC's			
Olive Ranch Apts. II	Oroville	83	Family		9% Disaster LIHTC's			
CRP Affordable								
Senator Conness Apartments	Chico	162	Family		9% Disaster LIHTC's			
Pipeline Projects:		<u>2,932</u>	units	\$	1,026,200,000	est.	<u>274</u>	
		<u>1,224</u>	9% Disaster LIHTC's - 1st round					