



**Regional Housing Authority of Sutter and Nevada Counties**

1455 Butte House Road, Yuba City, CA 95993

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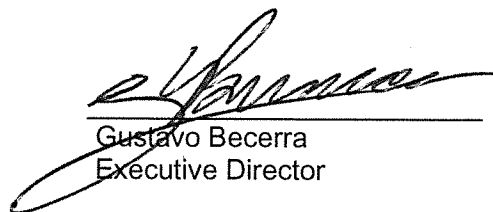
August 31, 2016

TO: Chairperson Martha Griese  
Commissioner Diane Hodges  
Commissioner Brian Foss  
Commissioner Preet Didbal  
Commissioner Charles Epp  
Commissioner Dan Miller  
Commissioner Suzanne Gallaty  
Commissioner Ron Sullenger  
Commissioner Luis Uribe

Sutter County Board of Supervisors  
Nevada County Board of Supervisors  
Yuba County Board of Supervisors  
Colusa County Board of Supervisors  
City Council, Live Oak  
City Council, Yuba City  
Appeal-Democrat  
Duane Oliveira, Legal Counsel  
SCEA  
Terrel Locke, City of Yuba City  
Darin Gale, City of Yuba City  
The Union  
Rob Choate, County of Nevada  
Kara Gash, Sutter County Health Division

**NOTICE OF REGULAR MEETING  
September 7, 2016**

You are hereby notified that the Commissioners of the Regional Housing Authority of Sutter and Nevada Counties are called to meet in Regular Session at **12:15 PM on Wednesday, September 7, 2016 at Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**



Gustavo Becerra  
Executive Director

s: No09072016



*The Housing Authority is an equal opportunity employer and housing provider.*



AGENDA  
REGULAR MEETING  
OF THE BOARD OF COMMISSIONERS OF  
REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES  
Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991  
September 7, 2016, 12:15 PM

- A. CALL TO ORDER: ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC PARTICIPATION: Members of the public shall be provided with an opportunity to address the Board on items of interest that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda.
- D. AWARDS AND PRESENTATIONS: NONE
- E. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
  - 1. CLOSED SESSION: Significant Exposure to Litigation Pursuant to Subdivision (b) of Government Code 54956.9  
Anticipated Litigation: One (1) Case
- F. CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion, unless members of the Board request specific items to be discussed or removed from the Consent Calendar for individual action.
  - 2. Approval of Minutes – August 3, 2016 pg. 1
- G. OLD BUSINESS: Discussion/Possible Action: NONE
- H. NEW BUSINESS: Discussion/Possible Action:
  - 3. Resolution 16-1460 - Adoption of the Housing Choice Voucher Administrative Plan pg. 5
  - 4. Resolution 16-1461 – Adoption of the Public Housing Admissions and Continued Occupancy Policy pg. 11

5. Approval of the Public Housing Lease and Grievance Procedures pg. 16
6. Resolution 16-1462 – Approval of Housing Choice Voucher Annual Utility Study and Allowance pg.82
7. Resolution 16-1463 – Approval of Public Housing Annual Utility Study and Allowance pg.108
8. Resolution 16-1464 - Approval of Designated Housing Plan for River City Manor and Date Street Senior Village pg. 110
9. Recommendation to Approve Bid for Centennial Arms Rehab Project pg.136
10. Recommendation to Approve Bid for Butte View Estates Rehab Project pg.138
11. Resolution 16-1465, Approval of Labor Housing Grant to the Housing Authority in the amount of \$2,700,000.00 pg. 140
12. Adoption of Audit for Fiscal Year Ending March 31, 2016 pg.146

I. ADMINISTRATIVE REPORT:

13. Administrative Update

J. HOUSING COMMISSIONERS' COMMENTS:

K. NEXT MEETING:

L. ADJOURNMENT

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES

Minutes

Regular Board Meeting

August 3, 2016

ITEM NO. A - CALL TO ORDER:

Chairperson Martha Griese called the meeting to order at the Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.

ITEM NO. A - ROLL CALL:

Chairperson Martha Griese, Commissioners Ron Sullenger Charles Epp, Brian Foss, Dan Miller and Luis Uribe were present. Commissioners Preet Didbal, Diane Hodges and Suzanne Gallaty were absent. Legal Counsel Duane Oliveira was also present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Commissioner Luis Uribe led the Pledge of Allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D.1.A. - MEET THE STAFF, SOCORRO RUIZ:

Occupancy Manager Pattra Runge introduced Socorro Ruiz. Mrs. Ruiz began with the agency in January 2015 as a temporary Receptionist. In June 2015 she was hired on as a full time Receptionist mainly helping out with inspections and backing up the front desk. Due to a reorganization, Mrs. Ruiz will now be at the front desk full-time. She has done a great job and is very customer service oriented.

ITEM NO. E. - CONSENT CALENDAR:

Commissioner Miller made a motion to approve the Consent Calendar as submitted. Commissioner Uribe made the second. All were in favor by voice vote.

ITEM NO. F. – OLD BUSINESS: NONE

ITEM NO. G. 3. – RESOLUTION 16-1457, APPROVAL OF THE 2015-2017 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES, CONTRACT 15-OMS-10557:

Executive Director Gustavo Becerra explained this is the same resolution that was brought to the Board at the previous meeting. The State made a small change which is there are additional



monies for both years of the contract instead of just one year.

Commissioner Uribe made a motion to approve Resolution 16-1457, Approval of the 2015-2017 Fiscal Year Operation and Maintenance Contract between the State of California Department of Housing and Community Development and the Regional Housing Authority of Sutter and Nevada Counties, Contract 15-OMS-10557. Commissioner Miller made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Martha Griese, Commissioners Luis Uribe,  
Ron Sullenger, Charles Epp, Brian Foss, and Dan Miller  
Nays: None  
Abstain: None  
Absent: Commissioners Susanne Gallaty, Diane Hodges and Preet  
Didbal

ITEM NO. G. 4. – RESOLUTION 16-1458, APPROVAL OF ENERGY EFFICIENT UTILITY STUDY AND ALLOWANCE – HOUSING CHOICE VOUCHER PROGRAM:

Mrs. Runge stated this resolution is for energy efficient utility allowances for the Housing Choice Voucher (Section 8) program. Staff use utility allowances to determine if a family is qualified for a particular unit. She mentioned staff thought it would be beneficial to provide an energy efficient utility allowance for those units that are newer or have been rehabbed.

Mrs. Runge said it will also benefit those developers who are attempting to build affordable housing with their funding applications. Mr. Becerra mentioned the previous global utility allowances did not take into consideration the energy efficiency of new construction.

Commissioner Epp made a motion to approve Resolution 16-1458, Approval of the Energy Efficient Utility Study and Allowance – Housing Choice Voucher Program. Commissioner Foss made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Martha Griese, Commissioners Luis Uribe,  
Ron Sullenger, Charles Epp, Brian Foss, and Dan Miller  
Nays: None  
Abstain: None  
Absent: Commissioners Susanne Gallaty, Diane Hodges and Preet  
Didbal

ITEM NO. G. 5. – RESOLUTION 16-1459, PUBLIC HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$2,508.77:

Mrs. Runge shared that one tenant was under eviction and one tenant passed away. She stated when a tenant is under eviction, there are usually legal fees attached to the move out.

Commissioner Miller made a motion to approve Resolution 16-1459, Public Housing Collection Loss Write-Off in the amount of \$2,508.77. Commissioner Foss made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Martha Griese, Commissioners Luis Uribe, Ron Sullenger, Charles Epp, Brian Foss, and Dan Miller  
Nays: None  
Abstain: None  
Absent: Commissioners Susanne Gallaty, Diane Hodges and Preet Didbal

ITEM NO. G. 6. – APPROVAL OF APPENDIX A-2 OF RESOLUTION 16-1450:

Mr. Becerra said the Board approved Resolution 16-1450 at a previous Board meeting. He is pleased to report there is another unit in Marysville ready to be approved under the TRIO program. Mr. Becerra said this is a three year lease term.

Commissioner Uribe made a motion to approve Appendix A-2 of Resolution 16-1450. Commissioner Epp made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Martha Griese, Commissioners Luis Uribe, Ron Sullenger, Charles Epp, Brian Foss, and Dan Miller  
Nays: None  
Abstain: None  
Absent: Commissioners Susanne Gallaty, Diane Hodges and Preet Didbal

ITEM NO. H.7. –ADMINISTRATIVE UPDATE:

Mr. Becerra said last night was National Night Out. There were events held at four properties, two in Live Oak and two in Yuba City. He said they were all well attended by residents and many elected officials attended as well. Mr. Becerra said he would like to add two more properties next year.

Mr. Becerra stated the Yuba City Police Department conducted Active Shooter training for all staff free of charge to the agency. There were both classroom instruction and scenarios for staff to participate in.

Mr. Becerra mentioned Nevada County will be receiving some additional mental health funding to build affordable housing. Staff expressed they would like to partner with the Housing Authority for these housing needs. Mr. Becerra said this project would possibly house those clients who receive mental health services as well as veterans and seniors.

ITEM NO. I. HOUSING COMMISSIONERS' COMMENTS:

Chairperson Griese mentioned the American Red Cross of North Eastern California will be recruiting for an Executive Director.

ITEM NO. J.17. – CLOSED SESSION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO SUBDIVISION (b) OF GOVERNMENT CODE 54956.9, ANTICIPATED LITIGATION: ONE (1) CASE:

Chairperson Griese reported there was no reportable action.

ITEM NO. K – NEXT MEETING: September 7, 2016

ITEM NO. L - ADJOURNMENT: The meeting was adjourned.

**REGIONAL HOUSING AUTHORITY  
OF SUTTER AND NEVADA COUNTIES**

**STAFF REPORT**

**Date:** September 7, 2016  
**To:** Board of Commissioners  
**From:** Pattra Runge, Occupancy Manager

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**SUBJECT:** Administrative Plan for Housing Choice Voucher (HCV) Program

**RECOMMENDATION:** Approve updated Administrative Plan

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**Background**

The Regional Housing Authority of Sutter and Nevada County (RHASNC) receives its funding for the Housing Choice Voucher (HCV) program from the U.S. Department of Housing and Urban Development. RHASNC enters into an Annual Contributions Contract with HUD to administer the program requirements on behalf of HUD.

HUD requires RHASNC to have an administrative plan and to update it annually. The purpose of the Administrative Plan is to establish policies for carrying out the programs in a manner consistent with HUD requirements and local goals and objectives contained in the RHASNC's PHA agency plan. This Administrative Plan is a supporting document to the PHA agency plan, and is available for public review as required by CFR 24 Part 903.

This Administrative Plan is set forth to define the PHA's local policies for operation of the housing programs in the context of federal laws and regulations. All issues related to HCV not addressed in this document are governed by such federal regulations, HUD handbooks and guidebooks, notices and other applicable law. The policies in this Administrative Plan have been designed to ensure compliance with the consolidated Annual Contributions Contract and all HUD-approved applications for program funding.

The PHA is responsible for complying with all changes in HUD regulations pertaining to the HCV program. If such changes conflict with this plan, HUD regulations will have precedence and the PHA shall amend its Administrative Plan accordingly.

HUD regulations contain a list of what must be included in the Administrative Plan. The PHA Administrative Plan must cover PHA policies on these subjects:

- Selection and admission of applicants from the PHA waiting list, including any PHA admission preferences, procedures for removing applicant names from the waiting list and procedures for closing and reopening the PHA waiting list.
- Issuing or denying vouchers, including PHA policy governing the voucher term and any extensions or suspensions of the voucher term. 'Suspension' means stopping the clock on the term of a family's voucher after the family submits a request for approval of the tenancy. If the PHA decides to allow extensions or suspensions of the voucher term, the PHA Administrative Plan must describe how the PHA determines whether to grant extensions or suspensions, and how the PHA determines the length of any extension or suspension.
- Any special rules for use of available funds when HUD provides funding to the PHA for a special purpose (e.g., desegregation), including funding for specified families or a specified category of families.
- Occupancy policies, including definition of what group of persons may qualify as a 'family', definition of when a family is considered to be 'continuously assisted'; standards for denying admission or terminating assistance based on criminal activity or alcohol abuse in accordance with 982.553.
- Encouraging participation by owners of suitable units located outside areas of low income or minority concentration.
- Assisting a family that claims that illegal discrimination has prevented the family from leasing a suitable unit.
- Providing information about a family to prospective owners (Chapters 3 and 9);
- Disapproval of owners (Chapter 13);
- Subsidy standards.
- Family absence from the dwelling unit.
- How to determine who remains in the program if a family breaks up.
- Informal review procedures for applicants.
- Informal hearing procedures for participants.
- The process for establishing and revising voucher payment standards.
- The method of determining that rent to owner is a reasonable rent (initially and during the term of a HAP contract).
- Special policies concerning special housing types in the program (e.g., use of shared housing).
- Policies concerning payment by a family to the PHA of amounts the family owes the PHA.

- Interim redeterminations of family income and composition.
- Restrictions, if any, on the number of moves by a participant family.
- Procedural guidelines and performance standards for conducting required housing quality standards inspections (HQS).
- PHA screening of applicants for family behavior or suitability for tenancy.
- Guidelines for administering the Project-Based Voucher Program.

The Plan is organized to provide information to users in particular areas of operation.

The PHA will revise this Administrative Plan as needed to comply with changes in HUD regulations and PHA Policy. The original plan and any changes must be approved by the Board of Commissioners of the PHA.

The following changes were made to the 2016 Administrative Plan:

### **Chapter 2**

Updated definition of Reasonable Accommodation. Now explains that it is an adjustment from a rule, policy, practice or service and provides some examples.

### **Chapter 3**

Updated new requirement for verification of social security numbers for family members under age 6 that have been added within 6 months prior to voucher issuance. New requirement states that a family may be admitted to the program and must disclose and document the child's SSN within 90 days of the effective date of the initial HAP contract.

Revised text to indicate that a record of arrest for drug-related or violent criminal activity will not be used as the basis for denial or proof that the applicant engaged in a disqualifying criminal activity.

Revised and added text under Consideration of Circumstances to explain that RHASNC will look at the facts and circumstances prior to denying an applicant.

### **Chapter 4**

Revised Applying for Assistance to indicate RHASNC will verify preferences prior to placement on the waiting list. Verification of all other eligibility criteria will be verified during the second phase (when the applicant nears the top of the waiting list).

Revised Preferences:

1 pt for Families with at least one adult employed (includes families where at least one adult was employed and is currently receiving unemployment. This preference is automatically extended to elderly families or a family whose head or spouse is receiving income based on their permanent disability.

1 pt for Residents who live in the county for which they are applying. For example, to receive residency preference for the Colusa County waitlist, the applicant must live in Colusa County.

1 pt for Applicants who have a member of the household who is a service person or veteran.

1 pt for Applicants of Victim of Domestic Violence within the last 6 months.

2 pts for Involuntary Displacement (Families displaced by government action).

100 pts for Families that were terminated from a RHASNC HCV program due to insufficient program funding.

Removed the wording that did not allow for families to update their preferences and only base placement on the waiting list to verifiable preferences at the time of application.

Applicants with the same number of points will no longer be selected based off a lottery system. Applicants with the same number of points will be selected from the waiting list according to the date and time their completed application is received by RHASNC.

### **Chapter 5**

Updated oral briefing to provide the new Portability Requirements of providing households with information regarding the advantages of areas that do not have a high concentration of low-income families, voucher suspensions and an explanation of how portability works.

Revised Suspension of Voucher Term to provide further clarification.

### **Chapter 6**

Updated Earned Income Disregard (EID) to reflect that the benefit now applies for a straight 24-month period, with a clear start date and end date, irrespective of whether a family maintains continual employment during the 24-month period. Defines baseline income as the annual income of the qualified family member immediately prior to implementation of EID.

Replaced Tuition Definition with Tuition and fees definition.

Added reference to Utility Reimbursement which indicates PHA's can choose to make quarterly payments when the monthly reimbursement amount is \$15 or less. RHASNC policy did not change and we will issue all utility reimbursements monthly.

Added that the PHA can establish a higher payment standard for the family of not more than 120 percent of the published FMR as a reasonable accommodation.

Updated Exhibits to reflect changes.

### **Chapter 7**

Updated Verification of assets totaling \$5000 or less will be verified at intake, whenever a family member is added to verify the individual's assets and every three years thereafter.

Revised when a self-certification is accepted to adhere to HUD's new Streamlining Regulation.

Updated new requirement allowing for one 90-day extension for children under 6 years of age when need for reasons beyond the applicant's control.

### **Chapter 8**

Revised explaining new regulation that PHA's may charge a reasonable expense for reinspections for 2 specific situations. RHASNC has not changed its policy and will not charge any expense to owners for reinspections.

Reworded when a reinspection would be completed to include when a tenant reports an issue that qualifies as a 24-hour life threatening condition.

**Chapter 10**

Clarified new portability rules.

**Chapter 11**

Updated to reflect new Streamlining Regulation for Fixed Income Families.

**Chapter 12**

Revised to state a record of arrest will not be used to terminate assistance. Included new guidance that PHA's will Consider Circumstances and investigate prior to terminating.

**Chapter 16**

Updated VAWA to include intimate partner.

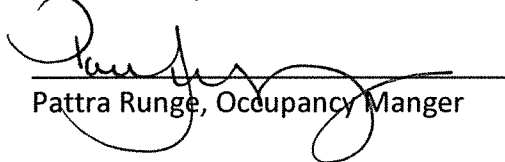
Revised definition of stalking.

Updated Exhibits to reflect new information.

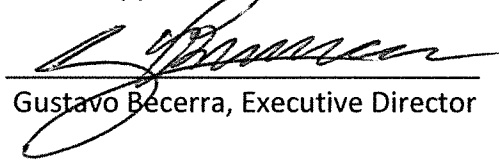
**Recommendation**

Staff recommends the approval of the Administrative Plan for the Housing Choice Voucher Program.

Submitted by:

  
Pattra Runge, Occupancy Manger

Approved by:

  
Gustavo Becerra, Executive Director





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**RESOLUTION 16- 1460**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES ADOPTION OF THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN**

**WHEREAS**, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) manages up to 1630 Housing Choice Voucher Participants; and

**WHEREAS**, federal regulations require RHASNC to review and updated the Administrative Plan for the Housing Choice Voucher Program as needed; and

**WHEREAS**, the proposed 2016-2017 edition of the Administrative Plan was posted for public review and notice was posted to actively seek public comment, and no comments were received;

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties that:

1. The Board finds that RHASNC needs to adopt an updated Administrative plan this year.
2. A copy of the Administrative Plan is posted online at [www.rhasnc.org](http://www.rhasnc.org)
3. The Administrative Plan hereby adopted for use by RHASNC and is effective 10/1/2016.

This Resolution was approved at the Regular Meeting of the Board of Commissioners on September 7, 2016 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: \_\_\_\_\_

Martha Griese, Chairperson

(SEAL)



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**REGIONAL HOUSING AUTHORITY  
OF SUTTER AND NEVADA COUNTIES**

**STAFF REPORT**

**Date:** September 7, 2016  
**To:** Board of Commissioners  
**From:** Pattra Runge, Occupancy Manager

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**SUBJECT:** Admissions and Continued Occupancy POLICY (ACOP) for Low Income Public Housing Program 2016  
**RECOMMENDATION:** Approve updated Admissions and Continued Occupancy Policy for 2016  
**FISCAL IMPACT:** \$0

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**Background**

The Regional Housing Authority of Sutter and Nevada County (PHA) receives its funding from the United States Department of Housing and Urban Development (HUD) for the administration of the Low Income Public Housing (LIPH) Program, which was created by U.S. Housing Act of 1937.

HUD requires the PHA to have an Admissions and Continued Occupancy Policy (ACOP) for LIPH and to update it annually. The purpose of the ACOP is to establish policies for carrying out the programs in a manner consistent with HUD regulations and local goals and objectives contained in the PHA's Agency Plan. The ACOP is a supporting document to the PHA Annual Plan, and is available for public review as required by CFR 24 Part 903.

The PHA is responsible for complying with all changes in HUD regulations pertaining to LIPH. If such changes conflict with this plan, HUD regulations will have precedence and the PHA shall amend its ACOP accordingly.

HUD regulations contain a list of what must be included in the ACOP. The PHA ACOP must cover PHA policies on these subjects:

- Policies and Objectives
- Admissions and continued occupancy policies
- Fair housing

- Improving access to services for persons with Limited English Proficiency (LEP)
- Definition of family and household members
- Basic eligibility criteria
- Denial of Admission
- Applications, waiting list and tenant selection
- Occupancy standards and unit offers
- Income and rent determinations
- Verification
- Leasing and inspections
- Leasing
- Inspections
- Reexamination
- Pets
- Community service
- Transfer policy
- Lease terminations
- Grievances and appeals
- Program integrity
- Program administration
- Violence Against Women Act (VAWA)

The ACOP is organized to provide information to participants in particular areas of operation.

The PHA will revise this ACOP as needed to comply with changes in HUD regulations and PHA policy. The original plan and any changes must be approved by the Board of Commissioners of the PHA.

The following changes were made to the 2016 ACOP:

### **Chapter 3**

Updated Break of Family to include a family member that was forced to leave the unit as a result of actual or threatened abuse.

Updated new requirement for verification of social security numbers for family members under age 6 that have been added within 6 months prior to voucher issuance. New requirement states that a family may be admitted to the program and must disclose and document the child's SSN within 90 days of admission.

Revised text to indicate that a record of arrest for drug-related or violent criminal activity will not be used as the basis for denial or proof that the applicant engaged in a disqualifying criminal activity.

Revised and added text under Consideration of Circumstances to explain that RHASNC will look at the facts and circumstances prior to denying an applicant.

Updated to include a Notice of VAWA rights and HUD 50066 will be sent with all application denials.

#### **Chapter 4**

Updated to include a Notice of VAWA rights and HUD 50066 will be sent with all application denials.

#### **Chapter 6**

Updated Earned Income Disregard (EID) to reflect that the benefit now applies for a straight 24-month period, with a clear start date and end date, irrespective of whether a family maintains continual employment during the 24-month period. Defines baseline income as the annual income of the qualified family member immediately prior to implementation of EID.

Added reference to Utility Reimbursement which indicates PHA's can choose to make quarterly payments when the monthly reimbursement amount is \$15 or less. RHASNC policy did not change and we will issue all utility reimbursements monthly.

Updated method for calculating prorated rent for mixed families.

Updated Exhibits.

#### **Chapter 7**

Updated Verification of Assets totaling \$5000 or less will be verified at intake, whenever a family member is added to verify the individual's assets and every three years thereafter.

Revised when a self-certification is accepted to adhere to HUD's new Streamlining Regulation.

Updated new requirement allowing for one 90-day extension for children under 6 years of age when need for reasons beyond the applicant's control.

#### **Chapter 9**

Updated to reflect new Streamlining Regulation for Fixed Income Families.

#### **Chapter 11**

Update Community Service Requirement to reflect PIH 2015-12.

#### **Chapter 12**

Clarified that emergency transfers due to maintenance conditions are mandatory.

Added examples for what would be considered a high priority transfer.

#### **Chapter 13**

Added paragraph regarding record of arrest not being used as a basis for termination to all PHA Policies.

Added paragraph regarding bifurcating a lease as an alternative under Violence Against Women Reauthorization Act of 2013.

Revised and added text under Consideration of Circumstances to explain that RHASNC will look at the facts and circumstances prior to terminating a tenant.

Updated to further explain right under VAWA.

Updated to include a Notice of VAWA rights and HUD 50066 will be sent with all termination notices.

#### **Chapter 14**

Updated to include a Notice of VAWA rights and HUD 50066 will be sent with all application denials.

Added that PHA must only meet the minimal due process requirements provided under the regulations but must also meet additional requirements imposed by local, state, or federal law.

Added Expedited Grievance to definitions.

Updated how a Hearing Officer is selected and that the selection criteria is defined in the lease.

Removed the requirement for Escrow Deposits.

#### **Chapter 16**

Update the method to determine Flat Rents based on PIH 2015-13.

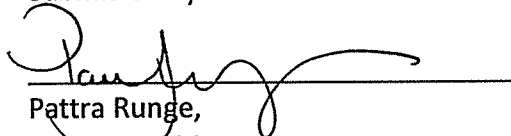
Removed Maximum Rent section due to Public Housing no longer using Max Rents.

Updated wording in VAWA section. Updated to include a Notice of VAWA rights and HUD 50066 will be sent with all application denials.

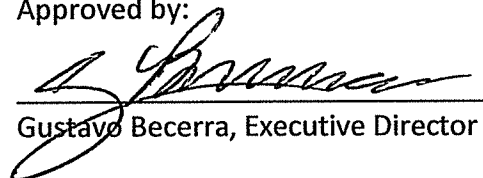
#### **Recommendation**

Staff recommends the approval of the Admissions and Continued Occupancy Policy (ACOP) for the Low Income Public Housing Program.

Submitted by:

  
Pattra Runge,  
Occupancy Manager

Approved by:

  
Gustavo Becerra, Executive Director



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**RESOLUTION 16-1461**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES ADOPTION OF THE PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY**

**WHEREAS**, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) manages 173 Public Housing Units; and

**WHEREAS**, federal regulations require RHASNC to review and update the Admissions and Continued Occupancy Policy for the Public Housing Program when needed; and

**WHEREAS**, the proposed 2016-2017 edition of the Admissions and Continued Occupancy Policy was posted for public review and notice was posted to actively seek public comment, and no comments were received;

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties that:

1. The Board finds that RHASNC needs to adopt an updated Admissions and Continued Occupancy Policy this year.
2. A copy of the Admissions and Continued Occupancy Policy is posted online at [www.rhasnc.org](http://www.rhasnc.org)
3. The Admissions and Continued Occupancy Policy is hereby adopted for use by RHASNC and is effective 10/1/2016.

This Resolution was approved at the Regular Meeting of the Board of Commissioners on September 7, 2016 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: \_\_\_\_\_  
Martha Griese, Chairperson

(SEAL)



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## Regional Housing Authority of Sutter and Nevada Counties

1455 Butte House Road, Yuba City, CA 95993

Phone: (530) 671-0220, Toll Free: (888) 671-0220

TTY: (866) 735-2929, Fax: (530) 673-0775

Website: [www.rhasnc.org](http://www.rhasnc.org)

### RESIDENTIAL LEASE AGREEMENT – PART I

This lease agreement (called the “Lease”) is between Regional Housing Authority of Sutter and Nevada Counties (RHASNC) and (herein called the “Tenant or Tenants”) becomes effective as of this date: . Each tenant is individually, jointly, and severally responsible for performance of all obligations under this lease including but not limited to, the payment of rent and additional rent, as defined hereinafter (Upon terms and conditions set forth in Part I of this Lease Agreement).

#### I. DESCRIPTION OF PROPERTY AND PREMISES [966.4 (a)]

- a. RHASNC using verified data provided by the tenant about income, family composition and needs, leases to Tenant the property (called “premises or “dwelling unit”) described in Part II of this Lease Agreement, subject to the terms and conditions contained in this lease [966.4 (a)].
- b. Premises must be used as the only private residence of the Tenant and the family member named in Part II of this lease. RHASNC may, by prior written approval, consent to Tenant’s use of the unit for legal profit making activities subject to the RHASNC policy on such activities [966.4 (d)(1 & 2)].
- c. Any additions to the household members named on this lease, including Live-in Aides and foster children, but excluding natural births, adoptions and/or court awarded custody require the advance written approval of RHASNC. Such approval will be granted only if the new family members pass RHASNC screening criteria (includes a complete criminal history background and credit check) and a unit of the appropriate size is available. Permission to add Live-in Aides and foster children must be requested in writing and foster children shall not be unreasonably refused [966.4 (a)(2) & (d)(3)(i)] (Signatures are required by all current household members 18 years and older).

Tenant agrees to wait for RHASNC approval before allowing additional persons to move into the Premises. Failure on the part of the Tenant to comply with this provision is a serious violation of the material terms of this Lease, for which RHASNC may terminate the lease in accordance with Section XVI [966.4 (f)(3)].

- d. Tenant shall report deletions (for any reasons) from the household members named on the lease to RHASNC in writing within ten (10) days of the occurrence (Signatures are required by all current Household Members 18 years and older) [966.4 (c)(1) & (2) & (f)(3)].

#### II. LEASE AND AMOUNT OF RENT

- a. Unless otherwise modified or terminated in accordance with Section XIV, or unless not renewed for noncompliance with a community service required, this Lease shall automatically be renewed for successive terms of one calendar year [966.4 (a)(1)].

The rent amount is stated in Part II of this Lease. Rent shall remain in effect unless adjusted by RHASNC in accordance with Section VIII herein [966.4 (c)].



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Tenant has the option, upon admission to public housing and annually thereafter, whether to pay flat rent or income-based rent. The flat rent for the dwelling unit listed is in Part II of this lease [966.4 (c)].

The amount of the income-based rent (Total Tenant Payment and Tenant Rent) shall be determined by RHASNC in compliance with HUD regulations and requirements in accordance with RHASNC's Admissions and Occupancy Policy [966.4 (c)].

b. **Rent is DUE and PAYABLE in advance on the first day of each month and shall be considered delinquent after the 10<sup>th</sup> calendar day of the month.** Income-based rent may include utilities as described in Section VII below, and includes all maintenance services due to normal wear and tear [966.4 (e)(1) & (3)].

When RHASNC makes any exchanges in the amount of Total Tenant Payment or Tenant Rent, or in the Flat Rent for the public housing dwelling unit, RHASNC will give written notice to Tenant. The notice shall state the new amount and the effective date from which the new amount is applicable. Rent redeterminations are subject to the Administrative Grievance Procedure. The notice shall also state the Tenant may ask for an explanation of how the amount is computed by RHASNC. If the Tenant ask for an explanation, RHASNC shall respond in a reasonable time [966.4 (c)(4)].

c. RHASNC's Minimum Rent (Minimum TTP) is \$50.00. Provision is made for exemption due to financial hardship as defined in the RHASNC's Admissions and Continued Occupancy Policy.

### III. OTHER CHARGES

In addition to rent, Tenant is responsible for the payment of certain other charges specified in this lease. The type(s) and amount of other charges are specified in Part II of this Lease Agreement. Other charges can include [966.4 (b)(2)]:

a. **Maintenance Costs** – In addition to rent, the Tenant is responsible for the payments of certain other charges specified in the lease. Maintenance costs for services or repairs due to intentional neglect or negligent damages of the dwelling unit, common areas or grounds beyond normal wear and tear caused by Tenant(s), household members, or guests. When RHASNC determines that needed maintenance is not caused by normal wear and tear, Tenant shall be charged for the cost of such service, either in accordance with the Schedule of Maintenance Charges posted by RHASNC or (for work not listed on the Schedule of Maintenance Charges) based on the actual cost to RHASNC for the labor and materials needed to complete the work. If overtime works is required, overtime rates shall be charged [966.4 (b)(2)]. Installation for Tenant supplied appliances can be collected as maintenance charges for labor required.

b. **Administrative Late Charges** – A late charge of \$25.00 will be charged to the Tenant if the rent payment is not received by the 10<sup>th</sup> day of the month. RHASNC shall provide written notice of the amount of any charges in addition to Tenant Rent, and when the charge is due. Charges in addition to rent are due no sooner than two (2) weeks after Tenant received the RHASNC's written notice of the charge [966.4 (b)(4)].

c. **Returned checks** - Tenants shall be liable for all bank charges incurred by RHASNC if a check is written by the Tenant(s) or any other individual paying the Tenant's rent on their behalf is returned for insufficient funds and RHASNC impose a reasonable service charge to cover bank charges imposed by the return checks. Tenants who have submitted a check that is returned for insufficient funds will be required to make all future payments by cashier's check or money order. RHASNC will not accept cash.

d. **Rent Liability Resident Vacates Unit** – Tenant shall be liable for rent through the date that all Household Members vacate the residence relinquishing all keys to the property manager providing that the Tenant has given at least a thirty (30) day written notice to RHASNC of the Tenant's intent to vacate. In the absence of such notice, Tenant shall be liable for rent for thirty (30) days after the date RHASNC actually learns all Household Members have vacated the Residence relinquishing all keys to the property manager, or thirty (30) days after all Household Members have vacated the unit, whichever is last to occur.

e. **Rent Liability Resident Transfer** – If RHASNC transfer the Household to another housing authority dwelling unit, any charges or credits due to the Tenant's account shall be transferred to the account under the





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new unit. Any amounts owed by the Tenant to RHASNC prior to the execution of this Lease shall be deemed due under this Lease.

f. **Pet Deposit** – RHASNC may collect a pet deposit in accordance with the Pet Policy [960.701 Pet Ownership 960.703 Pet Elderly and person with disability 960.705, 960.707 Pet Ownership and Conditions]. All pets must be approved by RHASNC. Permitted pets are domesticated dogs, cats, and birds, and those in aquariums (see Appendix IV). RHASNC will charge a Pet Deposit of \$75.00 and a non-refundable fee of \$25.00 to cover reasonable cost relating to the presence of pets will be required. If no damages occur, the pet deposit \$50.00 will be fully refunded when the resident vacates the premises.

#### IV. PAYMENT LOCATION

Rent and other charges can be paid at Regional Housing Authority of Sutter and Nevada Counties, 1455 Butte House Road, Yuba City, CA 95993 or at other locations specified in Part II of this Residential Lease. However, if needed, as a reasonable accommodation, RHASNC shall make other arrangements for payment of rent. RHASNC will not accept cash. Tenants who have submitted a check that is returned for insufficient funds shall be required to make all future payments by cashier's check or money order.

#### V. SECURITY DEPOSIT

a. **Tenant Responsibilities** – Tenant agrees to pay an amount equal to \$200.00 or one month's Total Tenant Rent (30%) whichever is greater. The dollar amount of the security deposit is noted on Part II of this Resident Lease [966.4 (b)(5)].

b. **RHASNC's Responsibilities** – RHASNC will use the Security Deposit at the termination of this lease:

1. To pay the cost of any rent or any other charges owed by Tenant at the termination of this lease.
2. To reimburse the cost of repairing any intentional or negligent damages to the dwelling unit caused by Tenant, household members or guests.

c. RHASNC shall not charge a higher security deposit for tenants with disabilities who use wheelchairs and/or have service or companion animals necessary as a reasonable accommodation. The Security Deposit may not be used to pay rent or other charges while Tenant occupies the dwelling unit. No refund of the Security Deposit will be made until Tenant has vacated, and the dwelling unit has been inspected by RHASNC.

The return of Security Deposit shall occur within 21 days after Tenant moves out. RHASNC agrees to return the Security Deposit, if any, to Tenant when he/she vacates, less any deductions for any costs indicated above, so long as Tenant furnishes RHASNC with a forwarding address. If any deductions are made, RHASNC will furnish Tenant with a written statement of any such costs for damages and/or other charges deducted from the Security Deposit.



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d. No trust relationship between RHASNC and the Tenant is created on account of any deposit, and RHASNC is not obligated to maintain monies paid toward Security Deposit or Pet Deposit in segregated accounts. RHASNC shall have no obligation to pay interest on any deposit. Tenant agrees to participate in a move-in and/or move-out inspection or "pet removal inspection" with RHASNC at the time of initiating occupancy or vacating occupancy or at the time of resident requirement to remove the pet. If the Tenant fails or refuses to participate in either the move-in and/or move-out inspection or the pet removal inspection, RHASNC written inspection becomes final and pursuant conclusively presumed to be correct.

## VI. UTILITIES AND APPLIANCES [966.4 (b)(1)]

a. **Authority Supplied Utilities** – If indicated by an (X) on Part II of this Lease Agreement, RHASNC will supply the indicated utility for Tenant's choosing to pay income-based rent. RHASNC will not be liable for failure to supply utility service for any case whatsoever beyond its control. Utility allowance is not included in flat rents. RHASNC will provide a cooking range and refrigerator. Other major electrical appliances, air conditioners, freezers, extra refrigerators, washers, dryers, etc. may be installed and operated only with the written approval of RHASNC.

b. **Tenant-Paid Utilities** – If Tenant resides in a development where RHASNC does not supply electricity, natural gas, heating fuel, water, sewer, solar or trash collection, an Allowance for Utilities shall be established appropriate for the size and type of dwelling unit, for utilities Tenant pays directly to the utility supplier. Tenants paying flat rent pay utility costs directly to the utility supplier and do not receive an Allowance for Utilities. In income-based rent, the Total Tenant Payment less the Allowance for Utilities Equals Tenant Rent. If the Allowance for Utilities exceeds the Total Tenant Payment, RHASNC will pay a Utility Reimbursement each month [5.632].

RHASNC may change the allowance at any time during the term of the lease, and shall give the Tenant sixty (60) days written notice of the revised allowance along with any resultant changes in Tenant Rent or Utility Reimbursement [965.473 (c)].

If Tenant's actual utility bill exceeds the Allowance for Utilities, Tenant shall be responsible for paying the actual bill to the supplier. If Tenant's actual utility bill is LESS than the Allowance for Utilities, Tenant shall receive the benefit of such savings.

c. **Tenant Responsibilities** – Tenant agrees not to waste the utilities provided by RHASNC and to comply with any applicable law, regulation, or guideline of any governmental entity regulating utilities or fuels [966.4 (f)(8)]. Tenant also agrees to abide by any local ordinance or House Rules restricting or prohibiting the use of space heaters in multi-dwelling units.

## VII. TERMS AND CONDITIONS – THE FOLLOWING TERMS AND CONDITIONS OF OCCUPANCY ARE MADE A PART OF THIS LEASE

a. **Use and Occupancy of Dwelling** – Tenant shall have the right of exclusive use and occupancy of the dwelling unit for Tenant and other Household Members listed in Part II of the Residential Lease Agreement. With the prior written consent of RHASNC, members of the household may engage in legal profit making activities in the dwelling unit incidental to the residential use [966.4 (d)(1) & (2)].

This provision permits accommodation of Tenant's guest or visitors for a period not exceeding fourteen (14) days each year. Permission must be granted, upon written request to RHASNC, for an extension of this provision [966.4 (d)(1)].

b. **Ability to Comply with Lease Terms** – If, during the term of this Lease, Tenant, by reason of physical or mental impairment, is no longer able to comply with the material provisions of this Lease and cannot make arrangements for someone to aid him/her in complying with the Lease, and RHASNC cannot make any reasonable accommodation that would enable Tenant to comply with the Lease; THEN, RHASNC will assist



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Tenant or designated member(s) of Tenant's family, to find more suitable housing and move Tenant from the dwelling unit. If there are no family members who can or will take responsibility for moving Tenant, RHASNC will work with appropriate agencies to secure suitable housing and will terminate the Lease in accordance with Section XIV of this Lease.

At the time of admission, all Tenants must identify the family member(s) to be emergency contacts if they become unable to comply with the terms of the Lease.

c. **Redetermination of Rent, Dwelling Size and Eligibility** – The rent amount as fixed in Part II of the Lease Agreement is due each month until changes as described below.

1. The family composition is to be re-examined at least once a year. RHASNC shall re-examine the income of the family at least once a year if Tenant chooses to pay income-based rent. If a Tenant chooses flat rent, the housing authority shall re-examine the income of the family no less than every three (3) years. At the annual recertification, Tenant shall certify to compliance with the 8 hour per month or 96 hours total per year community service requirement, if applicable [960.209].

2. Tenant promises to supply RHASNC, when requested, with accurate information about family composition, age of family members, citizenship rule requirement (Declaration 214 status), income and source of income of all family members, assets and related information necessary to determine eligibility, annual income, adjusted income and rent [966.4 (c)(2)].

Failure to supply such information when requested or to intentionally supply false information is a serious violation of the terms of the Residential Lease and RHASNC may terminate the tenancy and lease.

All information must be verified. Tenant agrees to comply with RHASNC's requests for verification by signing releases for third party sources, presenting documents for review, or providing other suitable forms of verification [966.4 (c)(2)]. RHASNC shall give Tenant reasonable notice of what actions Tenant must take and the date by which any such action must be taken for compliance under this section. This information will be used by RHASNC to decide whether the amount of the rent should be changed, and whether the dwelling size is still appropriate for Tenant's needs.

This determination will be made in accordance with the Admissions and Occupancy Policy (ACOP), which is publicly posted in the Housing Authority Main Office. A copy of the policies can be furnished on request at the expense of the person making the request.

3. Rent will not change during the period between regular re-examinations, UNLESS during such period [960.209 (b)]:

For families paying income based rent: A person with income joins the household, Tenant can verify a change in his/her circumstances that would justify a reduction in rent, except that rent shall not be reduced because a tenant's CALWORKS grant is reduced because Tenant committed welfare fraud or failed to comply with a welfare department economic self-sufficiency requirement. If a reduction is granted, Tenant must report subsequent increases in income within ten (10) days of the occurrence, until the next scheduled reexamination (Failure to report within ten (10) days may result in retroactive rent charges) [966.4 (c)(2)].



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Tenant is required to report all increases in income within ten (10) days of the date the change takes effect.

If it is found that the Tenant has misrepresented the facts upon which the rent is based so that the rent Tenant is paying is less than the rent that he/she should have been charged, RHASNC then may apply an increase in rent retroactive to the first of the month following the month in which the misrepresentation occurred.

Rent formulas or procedures are changed by Federal law or regulation.

For families paying flat rent: If RHASNC determines that the family is unable to pay flat rent because of financial hardship upon such determination, RHASNC shall immediately provide for the family to pay rent in the amount determined under income-based rent or flat rent. Hardship is defined in the ACOP. If the family has switched from paying flat rent to income-based rent because of financial hardship, the family will be given the option at next annual reexamination whether to choose income-based or flat rent.

4. All changes in family composition must be reported to RHASNC within ten (10) days of the occurrence. Failure to report within the ten (10) days may result in retroactive rent charges [966.4 (c)(2)]. This Lease will NOT be revised to permit a change of family composition resulting from a request to allow adult children to move back into the unit unless it is determined that the move is essential for the mental or physical health of the Tenant AND it does not disqualify the family for the size unit it is currently occupying.

d. **Rent Adjustments** – Tenant will be notified in writing of any rent adjustment due to the situations described above. All notices will state the effective date of the rent adjustment.

1. In the case of a rent decrease, the adjustment will become effective, for families paying income-based rent and for families switching from flat rent to income-based rent because of financial hardship, on the first day of the month following the reported change in circumstances or change in Federal Law or regulations, provided Tenant reported the change in a timely manner, as specified above (when change is based on new circumstances). If the Tenant does not report the change in a timely manner ten (10) calendar days of the occurrence, the adjustment will become effective on the first day of the month following the actual date reported.

2. In the case of a rent increase, when an increase in income occurs after a prior rent reductions and is reported within ten (10) days of the occurrence, the increase will become effective the first day of the 2<sup>nd</sup> month following the month in which the change was reported.

3. In the case of a rent increase due to a change in Federal Law or regulations, the increase will become effective the first day of the 2<sup>nd</sup> month following the month in which RHASNC notifies the Tenant of the law or regulatory change.

4. In the case of rent increase due to misrepresentation, failure to report a change in the family composition, or failure to report an increase in income (after a reduction in rent per the fixed rent policy), RHASNC shall apply the increase in rent retroactive to the first of the month following the month in which the misrepresentation occurred.

e. **Transfers** [966.4 (c)(3)]

1. Tenant agrees that if RHASNC determines that the size or design of the dwelling unit is no longer appropriate to Tenant's needs, RHASNC shall send Tenant written notice. Tenant further agrees to accept a new lease for a different dwelling unit of the appropriate size or design.

2. RHASNC may move a Tenant into another unit if it is determined necessary to rehabilitate or demolish Tenant's unit.

3. If a Tenant makes a written request for special or reasonable accommodation features in support of documented disability, RHASNC shall modify Tenant's existing unit. If the cost and/or extent of the modifications needed are tantamount to those required for a fully accessible unit, RHASNC may transfer Tenant to another unit with the features request at RHASNC's expense.



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4. A Tenant without disabilities who is housed in an accessible or adaptable unit must transfer to a unit without such features should a Tenant with disabilities need the unit.
5. In the case of involuntary transfer, Tenant shall be required to move into the dwelling unit made available by RHASNC. Tenant shall be given fifteen (15) days' time in which to move following delivery of a transfer notice. If Tenant refuses to move, RHASNC may terminate the Lease [966.4 (c)(3)].
6. Involuntary transfers are subject to the Grievance Procedure, and no such transfer may be made until either the time to request a Grievance has expired or the procedure has been completed [966.4 (c)(4)].
7. RHASNC will consider any Tenant requests for transfer in accordance with the transfer priorities established in the ACOP.
8. RHASNC will consider deconcentration of poverty and income-mixing goals when offering transfers, including skipping families on the transfer list and offering rent incentives to higher income families moving into lower income developments.

### VIII. AUTHORITY OBLIGATIONS [966.4 (e)]

The Authority shall be obligated:

- a. To maintain the dwelling unit and the project in a condition that is decent, safe, sanitary, and in good repair [966.4 (e)(1)];
- b. To comply with the requirements of applicable building codes, housing codes, Uniform Physical Condition Standards and other HUD regulations materially affecting health and safety [966.4 (e)(2)];
- c. To make necessary repairs to the dwelling unit [966.4 (e)(3)];
- d. To keep project building, facilities, and common areas, not otherwise assigned to Tenant for maintenance and upkeep, in a clean and safe condition [966.4 (e)(4)];
- e. To maintain an efficient work order system to provide decent, safe, sanitary working order and condition of all electrical, plumbing, heating, ventilation, and other facilities and applications, including elevators supplied or required to be supplied by RHASNC [966.4 (e)(5)];
- f. To provide and maintain appropriate receptacles and facilities for the deposit of garbage, rubbish, and other waste removed from the premise by Tenant as required by this Lease, and to provide disposal service for garbage, rubbish, and other solid waste [966.4 (e)(d)];
- g. To supply running water and sewer services [966.4 (e)(6)];
- h. To notify Tenant of the specific grounds for any proposed adverse action by RHASNC (such adverse action includes, but is not limited to, a proposed lease termination, transfer of Tenant to another unit, change in the amount of rent, or imposition of charges for maintenance and repair, or for excess consumption of utilities).



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When RHASNC is required to afford Tenant the opportunity for a hearing under the RHASNC grievance procedure for a grievance concerning a proposed adverse action:

1. The Notice of the proposed adverse action shall inform Tenant of the right to request such hearing. In the case of lease termination, a notice of lease termination that complies with 966.4 (1)(3) shall constitute adequate notice of proposed adverse action.
2. In the case of a proposed adverse action other than a proposed lease termination, RHASNC shall not take the proposed adverse action until time to request such a hearing has expired and (if hearing was timely requested) the grievance process has been completed [966.4 (e)(8)];
  - i. Housing providers must make reasonable accommodations in lease and other policy requirements when requested by a qualified resident with disabilities. The concept of reasonable accommodations involves helping a resident meet essential lease requirements; it does not require the lowering or waiving of essential requirements. Accommodations are not reasonable if they require a fundamental alteration in the nature of the program or impose undue financial and administrative burdens on the housing provider.

## IX. TENANT'S OBLIGATIONS

Tenant shall be obligated:

- a. Not assign the Lease, nor sublease the dwelling unit [966.4 (f)(1)];
- b.
  1. Not to give accommodation to boarder or lodgers [966.4 (f)(2)]
  2. Not to give accommodation to long term guests (in excess of 14 days) without the advance written request by the Tenant and advances written consent of RHASNC;
- c. To use the dwelling unit solely as a private dwelling for Tenant and Tenant's household as identified in Part II of this Residential Lease, and not to use or permit its use for any other purpose [966.4 (f)(3)]. This provision does not exclude the care of foster children or live-in care of a member of Tenant's family, provided the accommodation of such persons conforms to RHASNC Occupancy Standards, and so long as RHASNC has granted prior written approval for the foster child(ren), or live-in aide to reside in the unit [966.4 (f)(d)(3)(i)].
- d. To abide by necessary and reasonable regulations promulgated by RHASNC for the benefit and well-being of the housing project and Tenants. These regulations shall be posted in a conspicuous manner in the project office and incorporated by reference in this Residential Lease. Violations of such regulations constitutes a violation of the Residential Lease [966.4 (f)(4)].
- e. To comply with the requirements of applicable state and local building or housing codes, materially affecting health and/or safety of Tenant and household [966.4 (f)(5)]. Tenant agrees to comply with State and Federal environmental regulations and personal decency prohibiting disposal of oil and other chemicals into RHASNC dumpsters, onto property grounds, waterways, drainage canals and sewers. These materials must be disposed of in approved containers.
  1. The Tenant agrees to comply with RHASNC good risk health and safety management practices prohibiting erecting or attaching to trees, building structures, lawns, parking, clotheslines and any other common property areas, parking structure, private playground equipment, ropes, furniture other than approved lawn, swings and apparatuses to support children. It is a violation of the terms and conditions of this Residential Lease resulting in termination.
  2. The Tenant agrees not to store combustible and flammable materials such as oils, grease, gasoline, etc.
  3. The Tenant agrees not to add or alter building structures with electrical cords, fans, light fixtures and satellite dishes.
  4. The Tenant agrees to RHASNC safety requirements for all Christmas tree lights. Christmas tree lights must be UL listed for outdoor use of no more than 2-3 sets connected (manufacturer's instructions) placed



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and installed using outlets designed for outdoor use only and ground fault protected. Christmas tree lights are prohibited on RHASNC property between February 01 and November 30 of each fiscal year.

5. Community standards prohibit stacking furniture, boxes, papers, debris and garbage considered to be "large amounts of combustible junk provide a starting place for a fire especially for arsonists."
6. The Tenant agrees to Testing of Smoke Detectors. The resident should only do the visual and functional push the button testing. Tenants shall inspect and test smoke alarms visually monthly and functionally annually thereafter.
  - f. To keep the dwelling unit and other such areas as may be assigned to Tenant for exclusive use in a clean and safe condition [966.4 (f)(6)]. This includes keeping front and rear entrances and walkways for the exclusive use of Tenant, free from hazards and trash and keeping the yard free of debris and litter. Exceptions to this requirement may be made for Tenants who have no household members able to perform such tasks because of age or disability [966.4 (g)].
  - g. To dispose of all garbage, rubbish, and other waste from the dwelling unit in a sanitary and safe manner only in containers approved or provided by RHASNC. To refrain from, and cause members of Tenant's household or guests to refrain from littering or leaving trash and debris in common areas [966.4 (f)(7)].
  - h. To use only in a reasonable manner all electrical, sanitary, heating, ventilating, air-conditioning, and other facilities and appurtenances including elevators [966.4 (f)(8)].
  - i. To refrain from, and to cause members of Tenant's household guests to refrain from destroying, defacing, damaging, or removing any part of dwelling unit or project [966.4 (f)(9)].
  - j. To pay reasonable charges (other than for normal wear and tear) for the repair of damages to the dwelling unit, project buildings, facilities, or common areas caused by Tenant, household members, or guests [966.4 (f)(10)].
  - k. To act, and cause Tenant's household members or guests to act in a manner that will:
    1. Not disturb other residents' peaceful enjoyment of their accommodations, and
    2. Be conducive to maintaining all RHASNC projects in a decent, safe, and sanitary condition [966.4 (f)(11)].
  - l. To ensure that all members of the family who are subject to the community service requirement are complying with the community service requirement, or are no longer residing in the unit (Section 12, USHA).
    1. Community service requirement requires that each non-exempt adult resident shall contribute 8 hours per month or 96 hours total per year of community service (not including political activities) or participate in an economic self-sufficiency program for 8 hours per month or 96 hours per year. Exemption is provided subject to specific requirements as described in RHASNC's ACOP, upon verification. Tenant must immediately notify RHASNC of any change that affects a household member's exemption from the community service requirement, specifically if the household member no longer meets the exemption requirements.



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2. Noncompliance: RHASNC shall determine annually if non-exempt adult residents are in compliance. This Residential Lease shall not be renewed or extended unless the head of household and the noncompliant adult, before the lease expiration date, enter into an agreement to make up the hours within the next twelve (12) month period.
- m. To assure that Tenant, any member of the household, guest, or another person under Tenant's control shall not engage in:
  1. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of RHASNC's public housing premises by other residents or employees of RHASNC, or by persons residing in the immediate vicinity of the premises, or;
  2. Any drug related criminal activity on or off the premises. Any criminal activity in violation of the preceding sentence shall be cause for termination of tenancy, and for eviction from the unit. (For all purposes of the Residential Lease, the term drug-related criminal activity means the illegal possession, manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use, of a controlled substance as defined Section 102 of the Controlled Substances Act) [966.4 (f)(12)].
- n. To assure that no member of the household engages in an abuse (or pattern of abuse) of alcohol that affects the health, safety, or right to peaceful enjoyment of the premises by other residents.
- o. To assure that no other person under Tenant's control engages in:
  1. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other residents; or,
  2. Any drug-related criminal activity on the premises.
- p. To make no alteration or repairs or redecorations to the interior of the dwelling unit or to the equipment nor to install additional equipment or major appliances without written consent of RHASNC. To make no changes to locks or install new locks on exterior doors without RHASNC's written approval. To use no nails, tacks, screws, brackets, or fasteners on any part of the dwelling unit (a reasonable number of picture hangers accepted) without authorization by RHASNC. To make no alterations or repairs to the exterior of the dwelling unit or the surrounding area of the property. To only install air conditioner/water cooler in the opening of the unit designed to hold such appliances. Not to erect fences, or build carports, sheds or out buildings without written approval of RHASNC.
- q. To give prompt prior notice to RHASNC, in accordance with Section VIII hereof, of Tenant's leaving dwelling unit unoccupied for any period exceeding one calendar month.
- r. To act in a cooperative manner with neighbors and RHASNC Staff. To refrain from, and cause members of Tenant's household or guests to refrain from, acting or speaking in an abusive or threatening manner toward neighbors and RHASNC staff. RHASNC considers any history or present behavior including initiating threats, behaving in a manner indicating intent to assault both physically and verbally, abusive language, unacceptable degrading expletives, racial expletives, loud threatening tone of voice or other language written or oral that is customarily used to insult or intimidate is a very serious violation of the terms and conditions of this Lease and will be cause for termination or denial of occupancy.
- s. Not to display, use, or possess or allow members of Tenant's household or guests to display, use or possess any firearms, (operable or inoperable) or other offensive weapons as defined by the laws and courts of the State of California anywhere in the unit or elsewhere on the property of RHASNC.
- t.
  - (1) To take reasonable precautions to prevent fires and to refrain from storing or keeping flammable materials upon the premises.
  - (2) To not disconnect any smoke alarm in the dwelling unit. Tenant disconnection of any smoke alarm is a health and safety violation.
  - (3) To notify the housing authority immediately when any smoke alarm is not operable.





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- u. (1) To avoid obstructing sidewalks, areaways, galleries, passages, elevators, or stairs, and to avoid using these for purposes other than going in and out of the dwelling unit.  
(2) To refrain from erecting or hanging radio, television antennas, *satellite dishes or any electrical wiring* on or from any part of the dwelling unit *without written permission of the Authority*.
- v. To take responsibility for the behavior and destruction to RHASNC property and other Tenant property by all Household members and Guests that are under the age of eighteen (18) years as the Head or Co-Head/Spouse of the dwelling unit.
- w. To refrain from placing signs of any type in or about the dwelling except those allowed under zoning ordinances and then only after having received written permission.
- x. To insure that all members of their household abide, and are not in noncompliance with RHASNC pet policy. To refrain from and cause Household Members of Tenant's Household to refrain from keeping, maintaining, harboring, or boarding any animal of any nature in the dwelling unit except in accordance with the RHASNC pet policy, unless a verified disability warrants the possession of a service animal or companion animal.
- y. Automobiles shall be parked only in areas designated by Management. The parking of motorcycles, boats, trailers, motor homes, recreational or commercial vehicles anywhere on the premises is prohibited unless authorized by Management. Auto repair, except for the changing of flat tires and other minor adjustments are not permitted on the premises. Vehicles will be kept in working condition while on the premises. Any inoperable or unlicensed vehicles as described above will be removed from RHASNC property at Tenant's expense. Residents shall park in designated parking areas only and refrain from parking in common driveways, lawn areas, manager's parking, designated handicapped parking (unless applicable) and from blocking access to other residents' or emergency vehicles. Tenants will ask visitors to use guest parking or part on the street. Management will enforce parking by appropriate legal action.
- z. To remove any personal property left on RHASNC proper when Tenant leaves, abandons or surrenders the dwelling unit. Property left for more than 14 consecutive days while in default of rent shall be considered abandoned and will be disposed of by RHASNC according to the provisions of California Civil Code Section 1980 to 1991. Cost for storage and disposal shall be assessed against the former Tenant.
- aa. To use reasonable care to keep the dwelling unit in such condition as to ensure proper health and sanitation standards for Tenant, household members, and neighbors. **TENANTS SHALL NOTIFY RHASNC PROMPTLY OF KNOWN NEED FOR REPAIRS TO THE DWELLING UNIT**, and of known unsafe or unsanitary conditions in the dwelling unit or in common areas and grounds of the Project. Tenant's failure to report the need for repairs in a timely manner shall be considered to contribute to any damage that occurs.
- bb. Liability: Residents shall be liable to the property owner for damages sustained to the leased premises or to the resident's person or property as a result of the resident's failure to comply with the terms of this Lease. Failure to comply with the above requirements will be deemed a material violation under the terms of this Lease, and the property owner shall be entitled to exercise full rights and remedies to



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possesses against the resident that law allows.

- cc. It is the responsibility of the Tenant, Co-Head/Spouse, and other Household Members not to commit any fraud in connection with any Federal housing assistance program and not to receive assistance for occupancy of any other unit assisted under any Federal housing assistance program during the term of the Lease.
- dd. To pay promptly any utility bills for utilities supplied to Tenant by a direct connection to the utility company, and to avoid disconnection of utility service for such utilities. To pay solar charges (if applicable) promptly.
- ee. For each adult in the Tenant household to perform at least (8) hours per month of qualifying community service (as specified by RHASNC Lease Addendum) unless the requirement is waived.

#### **X. Defects Hazardous to Life, Health or Safety**

In the event that the dwelling unit is damaged to the extent that conditions are created that are hazardous to the life, health, or safety of the occupants [966.4(h)] RHASNC shall have the responsibility to:

- a. RHASNC shall be responsible for repair of the unit within a reasonable period of time after receiving notice from the Tenant, provided, if the damage was caused by Tenant, household members, or guests, the reasonable cost of the repairs shall be charged to Tenant [966.4(h)(2)].
- b. RHASNC shall offer Tenant a replacement dwelling unit, if available, if necessary repairs cannot be made within a reasonable time. RHASNC is not required to offer Tenant a replacement unit if the condition was caused by Tenant, household members, or guests [966.4(h)(3)].
- c. Tenant shall accept any replacement unit offered by RHASNC.
- d. In the event repairs cannot be made by RHASNC, as described above, or alternative accommodations are not provided, then rent shall abate in proportion to the seriousness of the damage and loss in value as a dwelling. No abatement of rent shall occur if Tenant rejects alternative accommodations or if the damage was by Tenant, household members, or guests caused hazardous condition [966.4(h)(4)].
- e. If RHASNC determines that the dwelling unit is uninhabitable because of imminent danger to the life, health, and safety of Tenant, and alternative accommodations are refused by Tenant, this Lease shall be terminated, and any rent paid will be refunded to Tenant.

#### **Tenant Responsibilities:**

- a. Tenant shall immediately notify RHASNC and the maintenance department of the damage and intent to abate rent, when the damage is or becomes sufficiently severe that Tenant believes he/she is justified in abating rent [966.4(h)(1)].
- b. Tenant agrees to pay full rent, less abated portion agreed upon by RHASNC, during the time in which the defect remains uncorrected.

#### **XI. INSPECTIONS**

- a. **Move-In Inspection:** RHASNC and Tenant or Representative shall inspect the dwelling unit prior to occupancy by Tenant. RHASNC will give Tenant a written statement of the condition of the dwelling unit, both inside and outside, and note any equipment provided with the unit. The statement shall be signed by RHASNC and Tenant and a copy of the statement retained in Tenant's file [986.4(i)]. Any deficiencies noted on the inspection report will be correct by RHASNC at no charge to Tenant.
- b. **Other Inspections:** RHASNC will inspect the unit at least annually to check needed maintenance, tenant housekeeping, and other lease compliance matters. Tenant will receive a written statement of the charges, if any, for repairs or removal of non-approved alterations to the unit [986.4(i)].
- c. **Move-Out Inspection:** RHASNC will inspect the unit at the time Tenant vacates and give Tenant a



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written statement of the charges, if any, for which Tenant is responsible. Tenant and/or Representative may join in such inspection, unless Tenant vacates without notice to RHASNC [986.4(i)].

### XII. ENTRY OF PREMISES DURING TENANCY

#### Tenant Responsibilities

- a. Tenant agrees that the duly authorized agent, employee, or contractor of RHASNC will be permitted to enter Tenant's dwelling during reasonable hours for the purpose of performing routine maintenance, making improvements or repairs, inspecting the unit, or showing the unit for releasing [966.4(i)(1)].
- b. When Tenant calls to request maintenance on the unit, RHASNC shall attempt to provide such maintenance at a time convenient to Tenant and will ask if RHASNC has permission to enter if Tenant is absent when RHASNC comes to perform maintenance. If Tenant is absent from the dwelling unit when RHASNC comes to perform maintenance, Tenant's request for maintenance shall constitute permission to enter.
- c. When the Tenant refuses to allow entrance into the dwelling unit after written request has been made in accordance with HUD requirements for inspection of the unit, maintenance requests and/or entry requirement to provide preventative maintenance housing safety and health standards; noncompliance is a serious violation of the material terms of this lease, for which RHASNC will terminate the Lease.

#### Authority's Responsibilities

- a. RHASNC will give Tenant at least 48 hours written notice that RHASNC intends to enter the unit. RHASNC may enter only at reasonable times [966.4(j)(1)].
- b. RHASNC may enter Tenant's dwelling unit at any time without advance notification when there is reasonable cause to believe that an emergency exists [966.4(j)(2)].
- c. If Tenant and all adult members of the household are absent from the dwelling unit at time of entry, RHASNC shall leave in the dwelling unit a written statement specifying the date, time, and purpose of entry prior to leaving the dwelling unit [966.4(j)(3)].

### XIII. NOTICE PROCEDURES

- a. Tenant Responsibility: Any notice to RHASNC must be in writing, delivered to RHASNC's central office, or sent by prepaid first-class mail, properly addressed [966.4(k)(1)(ii)].
- b. Authority Responsibility: Notice to Tenant must be in writing, delivered to Tenant or to any adult member of the household residing in the dwelling unit, or sent by prepaid first-class mail addressed to Tenant [966.4(k)(1)(i)].
- c. Unopened, canceled, first class mail returned by the Post Office shall be sufficient evidence that notice was given, whether signed or unsigned.



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- d. If Tenant is visually impaired, all notices must be in an accessible format [966.4(k)(2)].

#### XIV. TERMINATION OF THE LEASE

In terminating the Lease, the following procedures shall be followed by RHASNC and Tenant:

- a. This Lease may be terminated only for serious or repeated violations of material terms of the Lease, such as failure to make payments due under the Lease or to fulfill Tenant obligations set forth in Section IX above, or for other good cause. Such serious or repeated violation of terms shall include but not be limited to [966.4(1)(2)]:
1. The failure to pay rent or other payments when due; [966.4(1)(2)]
  2. Repeated late payments. When a Tenant has been determined to be **Chronically Delinquent** in rent or other charges, he/she shall be subject to eviction without remedy other than legal recourse through the courts. Chronic delinquency is herein defined as failure by a Tenant to pay rent or other charges due by the 10<sup>th</sup> of each month on four (4) or more instances in a 12-month period. When Management determines that a Tenant is chronically delinquent, one more incident of failure to pay rent or charges by the 10<sup>th</sup> of the month will constitute good cause for termination of the Lease. If Tenant has not paid or made arrangements to pay his overdue rent or other charges by the expiration of the pay or quit notice, the case shall be sent to the Management's Attorney for an Unlawful Detainer Action to be filed. After the action is filed, Management has the option to stop the action only if the Attorney's fees and cost and the greater of fifty percent (50%) of the total amount owed or one month's rent are paid, and a payback agreement is executed for the payment of the balance.
  3. Failure to pay utility bills when Tenant is responsible for paying such bills directly to the supplier of utilities; [966.4(1)(2)]
  4. Misrepresentation of family income assets, or family composition [966.4(c)(2)]. RHASNC considers misrepresentation to include "Fraud" and "Abuse" meaning a single act or patten of actions made with the intent to deceive or mislead, constituting a false statement, omission, or concealment of a substantive fact. Intentionally misrepresenting income, assets, intentionally misrepresenting family composition, initiating and participating in bribes and/or other illegal activity, collection extra "side" payments for cash and not reporting cash to RHASNC. When the tenant falsifies, misstates, omits, uttering and certifying to statements that are independently verified as false, when Tenant uses a false name, false driver's license and/or false social security number. When the Tenant's action or inaction misrepresents the material provisions of this Lease.
  5. Failure to supply, in a timely fashion, any certification, release of information, or documents requested by RHASNC including but not limited to Family income or composition needed to process the annual reexamination or interim determination [966.4(c)(2)]. Failure to return verification or required documents within the time period specified by RHASNC, failure to appear at prescheduled appointments, or failure to pay retroactive rent or monies owed to RHASNC will be a violation of this Lease.
  6. Refusal to accept and execute an amendment, lease revision or written ride to the Lease after RHASNC provides at least 45 days' notice of the proposed effect of the amendment, lease revision or written rider and provides the tenant a reasonable time to respond to the office to accept and execute the amendment, lease revision or written rider.
  7. Serious or repeated damage to the dwelling unit, creation of physical hazards in the unit, common areas, grounds, or parking areas of any project site [966.4(1)(2)].
  8. Criminal or other activity by tenant or member of the Household, Guest, or other person under Tenant's control, including criminal activity that threatens the health, safety, or peaceful enjoyment of other public housing residents or of persons residing in the immediate vicinity of the premises [966.4(1)(2)]. Criminal or other activity by tenant or member of the household that threatens the health or safety of RHASNC staff, management, security personnel, other residents or employees [966.4 (1)(2)]. Any fire on RHASNC premises caused by carelessness, neglect, or



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- unattended cooking [966.4 (1)(2)].
9. If any resident, member of the household, person under the resident's control, or guest has engaged in any drug-related criminal activity on or off the premises, including cases where:
    - a. A resident, member of the household or guest has engaged in drug trafficking; or
    - b. A resident, member of the household or guest has engaged in illegal drug use (including cases where RHASNC determines that illegal drug use or a pattern of illegal drug use by a household member may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents) [966.4 (1)(2)].
  10. If any resident, member of the Household, or any member under Tenant's control is fleeing to avoid prosecution, or custody or confinement after conviction for a crime, or attempt to commit a crime that is a felony under the laws of the place from which the individual flees or violating a condition of probation or parole imposed under Federal or State Law.
  11. Offensive weapons or illegal drugs seized in a RHASNC unit by a law enforcement agency [966.4 (1)(2)].
  12. Continued noncompliance of the community service requirement, on the part of any non-exempt adult resident. Continued noncompliance is defined as the 12-month period after the head of household and noncompliant non-exempt adult have signed an agreement that the noncompliant non-exempt adult shall cure the noncompliance by making up the community service hours in the subsequent 12 months. This continued noncompliance will result in eviction of the entire family; unless, the noncompliant family member is no longer part of the household.
  13. The second incident (in a one-year period) of disconnecting the batteries in or removing any smoke detector or carbon monoxide detector in the dwelling unit.
  14. Refusal to allow RHASNC to enter the dwelling unit after written request has been made to comply with HUD requirements and health and safety requirements.
- b. RHASNC shall terminate assistance permanently for persons convicted of manufacturing or producing methamphetamine on the premises. "Premises" is the building or complex in which the dwelling unit is located, including common areas and grounds.
  - c. RHASNC shall give written notice of the proposed termination of the Lease:
    1. (14) Fourteen-day notice in the case of failure to pay rent;
    2. A reasonable amount of time, but not to exceed 30 days when the health or safety of other tenants, RHASNC employees, or persons residing in the immediate vicinity of the premises is threatened; including any history of initiating threats or behaving in a manner indicating intent to assault, corrupt, or criminal act including family members engaging in or threatened abusive violent behavior. Use of expletives that are generally considered insulting, loud threatening verbal behavior, abusive body language, racial epithets, or other unacceptable language such as cursing and swearing written or oral, that customarily used to insult or intimidate may be grounds for termination.
    3. 30 days in any other case [966.4 (1)(3)(i)(A)(B)(C)].
  - d. **The Notice of Termination**
    1. The notice of termination to Tenant shall state specific reasons for the termination, shall inform



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- Tenant of his/her right to make such reply as he/she may wish, and of Tenant's right to examine RHASNC documents directly relevant to the termination or eviction [966.4 (1)(3)(ii)].
2. When RHASNC is required to offer Tenant the opportunity for a grievance hearing, the notice shall also inform Tenant of the right to request such a hearing in accordance with RHASNC's grievance procedures [966.4 (1)(3)(ii)].
  3. Any notice to vacate (or quit) which is required by State or Local Law may be combined with, or run concurrently with, the notice of Lease Termination under this section [966.4 (1)(3)(iii)]. The notice to vacate must be in writing and specify that if Tenant fails to quit the premises within the applicable statutory period, appropriate action will be brought against Tenant, and Tenant may be required to pay the costs of court and attorney's fees.
  4. When RHASNC is required to offer Tenant the opportunity for a grievance hearing under RHASNC's grievance procedure for a grievance concerning the lease termination, the tenancy shall not terminate (even if Notice to Vacate under State or Local Law has expired) until the period to request a hearing has expired, or (if a hearing is requested) the grievance process has been completed [966.4 (1)(3)(iv)].
  5. When RHASNC is not required to offer Tenant the opportunity for a hearing under the grievance procedure and RHASNC has decided to exclude such grievance from RHASNC grievance procedure, the notice of lease termination shall [966.4 (1)(3)(v)]:
    - a. State the Tenant is not entitled to a grievance hearing on the termination;
    - b. Specify the judicial eviction procedure to be used by RHASNC for eviction and state that HUD has determined that his eviction procedure provides the opportunity for a hearing in a court that contains the basic elements of due process as defined in HUD regulations; and
    - c. State whether the eviction is for a criminal activity that threatens health or safety of residents or staff for drug-related activity.
  6. RHASNC may evict a Tenant from the unit either by bringing a court action; or as an alternative, RHASNC may evict by bringing an administrative action IF law of the jurisdiction permits eviction by administrative action, after a due process administrative hearing, and without a court determination of the rights and liabilities of the parties. In order to evict without bringing a court action, RHASNC must offer the Tenant the opportunity for a pre-eviction hearing in accordance with the PHA grievance procedure. The hearing notice will advise persons with disabilities of their rights to request a reasonable accommodation [966.4 (1)(4)].
- e. After one year, tenant may terminate this Lease at any time by giving 30 days' written notice as described in Section XIII.
  - f. In deciding to evict for criminal activity, except for conviction for manufacturing or producing methamphetamine on the premises, RHASNC shall have discretion to consider all circumstances of the case, including the seriousness of the offense, the extent of participation by or awareness of family members, and the effects that the eviction would have both on family members not involved in the prescribed activity and on the family's neighbors. In appropriate cases, RHASNC may permit continued occupancy by remaining family members and may impose strict conditions upon the family members who engaged in the prescribed activity will neither reside in nor visit the unit. RHASNC may require a family member who has engaged in the illegal use of drugs to present credible evidence of successful completion of a treatment program as a condition to being allowed to reside in the unit [966.4 (1)(5)(ii)].

## XV. HOUSEKEEPING STANDARDS

In an effort to improve the livability and conditions of the apartments owned and managed by RHASNC, uniform physical standards for resident housekeeping have been developed for all tenant families.

- a. **RHASNC Responsibility:** The standards that follow will be applied fairly and uniformly to all Tenants. RHASNC inspects each unit at least annually, to determine compliance with standards. Upon



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completion of an inspection, RHASNC will notify Tenant in writing if he/she fails to comply with the standards. RHASNC will advise the Tenant of specific corrections(s) required establishing compliance. Within a reasonable period of time, RHASNC will schedule a second inspection. Failure of the second inspection will constitute a violation of the lease terms.

b. **Tenant Responsibility: Tenant is required to abide by the standards set forth below. Failure to abide by the Housekeeping Standards that result in the creation or maintenance of a threat to health or safety is a violation of the Lease terms and will result in eviction.**

c. **Housekeeping Standards: Inside the Apartment**

### General

1. Walls: Should be clean, free of dirt, grease, holes, cobwebs, fingerprints and should not be modified with paint.
2. Floors: Should be clean, clear, dry and free of hazards.
3. Ceilings: Should be clean and free of cobwebs.
4. Windows: Should be clean, mold free, not nailed shut, shades and blinds should be clean, not broken and intact without modifications of paint or other materials. Access should not be blocked in case of fire or emergency entrance or exit is necessary.
5. Woodwork: Should be clean, free of dust, gouges, scratches, and should not be modified with paint or other material.
6. Doors: Should be clean, free of grease and fingerprints, should not be modified with paint, and should not have gouges or holes. Doorsteps should be present and locks should work and should not be replaced or modified. Access should not be blocked in case of fire and emergency entrance or exit is necessary.
7. Heating units: Should be dusted, access should be uncluttered and filters should be cleaned and replaced when applicable.
8. Trash: Shall be disposed of properly and not left in the unit.
9. Entire unit: Should be free of "combustible loading" stacking furniture and large amounts of combustible junk providing a starting place for fire including papers, debris, clothing, boxes and rodent and insect infestations.
10. Ventilation: The apartment and common areas must have proper ventilation to prevent mold and odor or other observable deficiencies; including where applicable replacing air conditioning and heating filters.

### Kitchen

1. Stove: Should be clean and free of food and grease.
2. Refrigerator: Should be clean, freezer door should close properly, freezer should have no more than one inch of ice, ventilation filters must be kept clean at the base of the refrigerator.
3. Cabinets: Should be clean and free of dirt, grease, and should not have breakage or holes. Cabinet surfaces and countertops should be free of spilled food. Cabinets should not be overloaded. Storage under the sink should be limited to small and lightweight items to permit access for repairs. Heavy pots, pans, or other materials that block access should not be stored under the sink.



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4. Exhaust Fan: Should be grease and dust free; replacing to reduce inefficiency and unhealthy conditions.
5. Sink: Should be clean, free of grease and garbage. Dirty dishes should be washed and put away in a timely manner.
6. Food storage areas: Should be clean and sanitary without spilled food to prevent health hazards.
7. Trash/Garbage: Should be stored in covered container until removed to the disposal area.

**Bathroom**

1. Toilet and tank: Should be clean and odor free without leakage.
2. Tub and shower: Should be clean and free of excessive mildew and mold. Where applicable, shower curtain should be in place and have adequate length to prevent leakage of water.
3. Lavatory: Should be clean without leakage.
4. Exhaust Fan(s): Should be free of dust; filters replaced when applicable.
5. Floor: Should be clean and dry without damage.

**Storage Area**

1. Linen Closet: Should be neat, clean and organized. Linen closet should not be overloaded.
2. Other Closets – Should be neat, clean and organized. Closets should not be overloaded with highly volatile or flammable materials including books, papers, clothing, debris, boxes, furniture and miscellaneous household items. Closet doors should be operable.
3. Other storage areas: Should be neat, clean, organized and free of chemical hazards and not overloaded with highly volatile flammable materials.

d. **Housekeeping Standards: Outside the apartment**

The following standards apply to family and scattered site development only; some standards apply only when the area is for exclusive use of Tenant

1. Yards: Should be free of debris, trash, dumped or abandoned appliances, furniture and inoperable cars. Exterior walls should be free of graffiti and any modifications.
2. Porches: Front and rear porches should be clean and free of hazardous material. Any items stored on the porch shall not impede access to the unit.
3. Steps: Front and rear steps should be clean and free of hazards, graffiti and other materials that block or impede access.
4. Sidewalks: Should be clean and free of hazards, graffiti and other materials that block or impede access.
5. Screen Doors: Should be clean, with screen intact.
6. Parking Lot: There should be no car repair in the lots.
7. Laundry Areas: Should be clean and neat. Remove lint from dryer after use.
8. Utility Rooms: Should be free of debris, motor vehicle parts, and flammable materials.

**XVI. LAWSUIT/LEGAL FEES**

In the event of legal action to enforce the provisions of this lease, the prevailing party shall be awarded court costs and reasonable attorney's fees, in addition to all other relief.

- a. Attorney's Fee: Resident agrees to pay a reasonable attorney's fee as award by the Court in the event court action is required to evict RESIDENT or to enforce Terms and Conditions of the Lease by Management, including an action to recover the cost of repairing or cleaning the premises after RESIDENT vacates, provided RESIDENT DOES NOT PREVAIL IN SUCH COURT ACTION.
  1. Tenant agrees that any agreement entered into pursuant to Section XIV shall be an amendment to the Lease, and any Attorney's fees and cost assessed pursuant to XIV and unpaid at the time of the court action shall be construed to be additional rent.





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**XVII. INDEMNIFICATION**

- A. Management shall not be liable for any damages or injury to Tenant(s) or any other person, or to any property, occurring on the leased Premises or any part of the leased premises or in common areas, unless the damage is the proximate result of the gross negligence of willful misconduct of Management, Management's Agents or Management's Employees.
- B. Tenant(s) agree to indemnify, defend or hold harmless Management for liability costs (including reasonable attorney's fees), or claims for personal injuries or property damage cause by negligent, willful, or intentional act(s) or omission(s) to act of Tenant(s) or Tenant(s) guests or invitees.

**XVIII. WAIVER**

No delay or failure by RHASNC in exercising any right under this lease agreement, and no partial or single exercise of any such right shall constitute a waiver (post or prospective) of that or any other right, unless otherwise expressly provided herein.

**TENANT AGREES THAT ALL THE PROVISIONS OF THIS LEASE HAVE BEEN READ AND ARE UNDERSTOOD AND FURTHER AGREES TO BE BOUND BY ITS PROVISIONS AND CONDITIONS AS WRITTEN.**

(SIGNATURES OF ALL HOUSEHOLD MEMBERS (18) YEARS AND OLDER ARE REQUIRED ON PART II OF THIS LEASE)



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**RESIDENTIAL LEASE AGREEMENT – PART II**

**THIS AGREEMENT** is executed between the Regional Housing Authority of Sutter and Nevada Counties (herein called "RHASNC", and (herein after called the "Tenant") and becomes effective as of this date [966.4 (a)]. Each Tenant is individually, jointly, and severally responsible for performance of all obligations under this Lease including but not limited to, the payment of rent and additional rent, as defined hereinafter (Upon terms and conditions set forth in Part I of this Lease Agreement).

- UNIT:** The RHASNC, relying upon representations of Tenant as to Tenant's income, household composition, and housing need; leases to Tenant, (upon Terms and Conditions set forth in Part I of this lease agreement) the dwelling unit LOCATED at (hereinafter called the "premises") to be occupied exclusively as a private residence by Tenant and household. The Tenant UNIT NUMBER is [966.4 (a)].
- HOUSEHOLD COMPOSITION:** This household is a private residence to be occupied only by the following person(s), who will be referred to hereinafter as the ("Household" or as a "Household Member"). The Tenant's household is composed of the individual(s) listed below. Other than the Head and Spouse each household member should be listed by age, oldest to youngest [966.4 (a)(2)]. All members of the household over age 18 shall execute the Lease.

Name	Relationship	Age	Date of Birth	Social Security #
	Head			

- TERM:** The term of this Lease shall be one (1) calendar year, renewed as stipulated in Part I of the Lease.
- RENT:**
  - Tenant chooses to pay flat rent. Initial rent (prorated for partial month) shall be \$ . Thereafter, flat rent in the amount of \$ per month shall be payable in advance on the first of each month, and shall be delinquent after the 10<sup>th</sup> day of said month. Flat rent does not include a utility allowance.
  - Tenant chooses to pay income-based rent. Initial rent (prorated for partial month) shall be \$ for the period and ending at midnight of . Thereafter, rent in the amount of \$ per month shall be payable in advance on the first day of each month, and shall be delinquent after the 10<sup>th</sup> day of said month for the period beginning and ending at midnight on .



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Unless directed otherwise by RHASNC, tenant shall pay rent only by personal check, certified check, or money order. The Monthly Rent is subject to change pursuant to the terms and conditions set forth in Part I of the Residential Lease Agreement Section V Security Deposits, Section VI Utilities and Appliances [966.4 (b)(1)] and Section VII Terms and Conditions including but not limited to maintenance repair fees, utility charges and return check charges shall be deemed "Additional Rent." RHASNC shall apply all moneys received from the Tenant to the oldest amount due on the Tenant's account.

**5. Utilities and Appliances: RHASNC Supplied Utilities [966.4 (b)(1)]**

If indicated by an (X) below, RHASNC provides the indicated utility as part of the rent for the premises:

Water       Sewer       Garbage Collection       Other

If indicated by an (X) below, RHASNC shall provide the following appliances for the premises:

Cooking Range       Refrigerator

**6. Utilities Allowance: Tenant Paid Utilities [5.632]**

If indicated by an (X) below, RHASNC shall provide Tenant(s) paying income-based rent with a Utility Allowance in the monthly amount totaling \$ \_\_\_\_\_ for the following utilities paid directly by the Tenant to the Utility Supplier:

Electricity       Natural Gas       Heat

**7. Security Deposit:** Tenant agrees to pay \$ \_\_\_\_\_ as a security deposit. See Part I of this lease for information on treatment of Security Deposit [966.3 (b)(5)].

**8. Emergency Contact**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**9. Services, Repairs, and Damage Charges**

The tenant shall pay for any service, repair, maintenance, or equipment made necessary by the Tenant's failure to keep the residence (including appliances) in good condition, except for normal wear and tear. Tenant shall pay for the repair of damage made necessary by Household Members or their guests. A schedule of maintenance and repair charges is posted in the property management development office and in RHASNC Main Office. Charges assessed to Tenant for maintenance or repair services or for excess utility consumption shall be charged to Tenant's account and shall be due and payable (14) fourteen days after RHASNC gives written notice of the charges.

**10. Amendments**

Provisions for the modifications are required with written addendum. This Lease may be amended by agreement of the parties including rent determinations and modifications shall be made by a written addendum, dated and signed by both Tenant and RHASNC. Changes, not requiring written addendum such as maintenance charge list, schedule of utility allowance, grievance procedure, pet policy, transfer policy, rent and occupancy policies, and any building or development rules and regulations, may be changed from time to time by RHASNC and shall not require written addendum to this Lease. RHASNC shall give Tenant thirty (30) days prior notice to the effective date of any amendments to these documents, setting forth the proposed changes and providing Tenant with an opportunity to make written comments. RHASNC shall consider resident comments before proposed changes become effective.



**Regional Housing Authority of Sutter and Nevada Counties**

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Website: www.rhasnc.org

**11. Execution**

By signing this lease each tenant certifies I/We also acknowledge the provisions of Part I of this Residential Lease Agreement has been received and thoroughly explained to me/us. The Tenant is responsible to thoroughly read and review this Residential Lease Agreement periodically so that the Tenant understands the Lease and that the Tenant agrees to abide by the terms of the Lease. All of the information that the Tenant disclosed to Regional Housing Authority of Sutter and Nevada Counties verbally and in writing is true and correct. Tenant understands and agrees that all documents comprising the Tenant's application for rental are hereby incorporated in and made a part of this Lease. Any material misrepresentation or omission made by the Tenant in the application documents, or as part of any reexamination will constitute a material breach of this Lease.

**TENANT'S CERTIFICATION**

I, \_\_\_\_\_, hereby certify that I, and other members of my Household, have not committed any fraud in connection with any federal housing assistance program; unless, such fraud was fully disclosed to the Regional Housing Authority of Sutter and Nevada Counties before execution of the Lease, or before the Regional Housing Authority of Sutter and Nevada Counties approval for occupancy of the unit by the Household member. I further certify that all information or documentation submitted by myself or other Household members to the Regional Housing Authority of Sutter and Nevada Counties in connection with any federal housing assistance program (before and during the lease term) are true and complete to the best of my knowledge and belief.

TENANT	_____	DATE	_____
SPOUSE	_____	DATE	_____
CO-TENANT	_____	DATE	_____
CO-TENANT	_____	DATE	_____
CO-TENANT	_____	DATE	_____
RHASNC REPRESENTATIVE	_____	DATE	_____



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**AUTHORIZATION FOR THE TRANSFER OF PERSONAL PROPERTY FROM APARTMENT UPON DEATH OR INCAPACITATION; WAIVER AND RELEASE OF LIABILITY**

I understand that upon my death or if I become legally incapacitated while a resident at Richland Low Income Public Housing, that it is the Landlord’s policy to require Power of Attorney Papers, Guardian Papers, and/or Probate Papers identifying my Personal Representative as the only person authorized to enter and remove personal property located in my apartment.

I have reviewed this policy with my family, heirs, and/or attorney and have decided that for the sole purpose of removing the contents of my apartment upon my death or incapacitation, my Landlord will allow the Appointee listed below access to my apartment to remove all the personal property without the necessity of any court order.

Name of Appointee: \_\_\_\_\_

Address of Appointee: \_\_\_\_\_

Telephone Number of Appointee: \_\_\_\_\_

I waive and release my Landlord, its owners, management agents, employees, or Landlord attorney [hereinafter collectively referred to as Landlord] from any and all claims that could be brought as a result of this transfer and I bind my estate through this waiver and release and order my estate to hold Landlord harmless for complying with my wishes. My intent is that my Personal Representative or Estate deal directly with the Appointee named above with regards to the disposition of the personal property. By transferring the personal property to the Appointee, neither my estate nor any heir has or is to have any claim resulting from the transfer against the Landlord. I direct the Appointee to accomplish this task within 30-days of my death, or give 30 days’ written vacate notice to my Landlord upon my incapacitation, and to pay the Landlord any rent due as of the date the keys are returned.

I understand that this Authorization may be revoked or changed during my residency and that until written notice of said change is received and acknowledge by the Landlord, this Authorization shall remain in full force and effect and any person acting pursuant to this release are hereby absolved and held harmless from any liability while acting in the absence of a court order.

I have been advised that I may seek the advice and guidance of legal counsel before signing this legal document that will be binding on my family, heirs, Personal Representative, and/or estate. I am further advised that Legal Aid may be available to review the document in the event I am unable to afford an attorney. Knowing this, I have voluntarily elected to execute this document on \_\_\_\_\_, 20\_\_\_\_\_.

Resident Signature: \_\_\_\_\_

**ATTACHMENTS**

RHASNC will provide the tenant with a copy of Part I and Part II of the Residential Lease Agreement and the following attachments:

Smoke/Carbon Detector Addendum	Megan’s Law Addendum	Satellite Addendum
Asbestos Addendum	Pest Control	VAWA
Bed Bug Addendum	Pet Policy	
Criminal Activity	Proposition 65	



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**SMOKE AND/OR CARBON MONOXIDE DETECTOR ADDENDUM**

This document is an Addendum and is part of the Rental/Lease Agreement dated \_\_\_\_\_ between the Regional Housing Authority of Sutter and Nevada Counties (RHASNC) and \_\_\_\_\_ (Resident) for the premises located at \_\_\_\_\_, Unit \_\_\_\_\_, CA \_\_\_\_\_.

1. The premises is equipped with a smoke detection device(s) and carbon monoxide detection device(s).
2. Resident acknowledges the smoke and carbon monoxide device(s) will be tested and its operation explained by RHASNC in the presence of Resident at the time of initial occupancy.
3. Resident shall perform the manufacturer's recommended test at least once a week to determine if the smoke and carbon monoxide detector(s) is/are operating properly.
4. Resident may not disable, disconnect or remove the detector(s).
5. If battery operated, Resident understands that it shall be Resident's responsibility to:
  - a. Ensure that the battery is in operating condition at all times;
  - b. Replace the battery as needed (unless otherwise provided by law); and
  - c. If, after replacing the battery, the smoke detector(s) do not work, inform RHASNC immediately.
6. Resident must inform RHASNC immediately in writing of any defect, malfunction or failure of any detector and contact the work order line at (530) 671-0220.
7. In accordance with California law, Resident shall allow RHASNC access to the premises for that purpose.

The undersigned Resident(s) acknowledge having read and understood the foregoing.

_____	_____
Date	Resident
_____	_____
Date	Resident
_____	_____
Date	Resident
_____	_____
Date	Resident



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### PROPOSITION 65 WARNING AND QUESTIONS & ANSWERS ADDENDUM

#### WARNING:

This Property Contains Chemicals Known To The State of California  
To Cause Cancer and Birth Defects or Other Reproductive Harm.

#### *"Proposition 65 in Plain Language"*

Office of Environmental Health Hazard Assessment  
California Environmental Protection Agency

#### **What is Proposition 65?**

In 1986, California voters approved an initiative to address their growing concerns about exposure to toxic chemicals. That initiative became the Safe Drinking Water and Toxic Enforcement Act of 1986, better known by its original name of Proposition 65.

Proposition 65 requires the State to publish a list of chemicals known to cause cancer or birth defects or other reproductive harm. This list, which must be updated at least once a year, has grown to include approximately 750 chemicals since it was first published in 1987.

Proposition 65 requires businesses to notify Californians about significant amounts of chemicals in the products they purchase, in their homes or workplaces, or that are released into the environment. By providing this information, Proposition 65 enables Californians to make informed decisions about protecting themselves from exposure to these chemicals. Proposition 65 also prohibits California businesses from knowingly discharging significant amounts of listed chemicals into sources of drinking water.

The Office of Environmental Health Hazard Assessment (OEHHA) administers the Proposition 65 program. OEHHA, which is part of the California Environmental Protection Agency (Cal/EPA), also evaluates all currently available scientific information on substances considered for placement on the Proposition 65 list.

#### **What types of chemicals are on the Proposition 65 list?**

The list contains a wide range of naturally occurring and synthetic chemicals that are known to cause cancer or birth defects or other reproductive harm. These chemicals include additives or ingredients in pesticides, common household products, food, drugs, dyes, or solvents. Listed chemicals may also be used in manufacturing and construction, or they may be byproducts of chemical processes, such as motor vehicle exhaust.



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### **How is a chemical added to the list?**

There are three principal ways for a chemical to be added to the Proposition 65 list. A chemical can be listed if either of two independent committees of scientists and health professionals finds that the chemical has been clearly shown to cause cancer or birth defects or other reproductive harm. These two committees—the Carcinogen Identification Committee (CIC) and the Developmental and Reproductive Toxicant (DART) Identification Committee—are part of OEHHA's Science Advisory Board. The committee members are appointed by the Governor and are designated as the "State's Qualified Experts" for evaluating chemicals under Proposition 65. When determining whether a chemical should be placed on the list, the committees base their decisions on the most current scientific information available. OEHHA staff scientists compile all relevant scientific evidence on various chemicals for the committees to review. The committees also consider comments from the public before making their decisions.

A second way for a chemical to be listed is if an organization designated as an "authoritative body" by the CIC or DART Identification Committee has identified it as causing cancer or birth defects or other reproductive harm. The following organizations have been designated as authoritative bodies: the U.S. Environmental Protection Agency, U.S. Food and Drug Administration (U.S. FDA), National Institute for Occupational Safety and Health, National Toxicology Program, and International Agency for Research on Cancer.

A third way for a chemical to be listed is if an agency of the state or federal government requires that it be labeled or identified as causing cancer or birth defects or other reproductive harm. Most chemicals listed in this manner are prescription drugs that are required by the U.S. FDA to contain warnings relating to cancer or birth defects or other reproductive harm.

In addition to these three listing procedures, Proposition 65 also requires the listing of chemicals meeting certain scientific criteria and identified in the California Labor Code as causing cancer or birth defects or other reproductive harm. This method was used to establish the initial chemical list following voter approval of Proposition 65 in 1986.

### **What requirements does Proposition 65 place on companies doing business in California?**

Businesses are required to provide a "clear and reasonable" warning before knowingly and intentionally exposing anyone to a listed chemical. This warning can be given by a variety of means, such as by labeling a consumer product, posting signs at the workplace, distributing notices at a rental housing complex, or publishing notices in a newspaper. Once a chemical is listed, businesses have 12 months to comply with warning requirements.

Proposition 65 also prohibits companies that do business within California from knowingly discharging listed chemicals into sources of drinking water. Once a chemical is listed, businesses have 20 months to comply with the discharge prohibition.

Businesses with less than 10 employees and government agencies are exempt from Proposition 65's warning requirements and prohibition on discharges into drinking water sources. Businesses are also exempt from the warning requirement and discharge prohibition if the exposures they cause are so low as to create no significant risk of cancer or birth defects or other reproductive harm. Health risks are explained in more detail below.

### **What does a warning mean?**

If a warning is placed on a product label or posted or distributed at the workplace, a business, or in rental housing, the business issuing the warning is aware or believes that one or more listed chemicals is present. By law, a warning must be given for listed chemicals unless exposure is low enough to pose no significant risk of cancer or is significantly below levels observed to cause birth defects or other reproductive harm.

For a chemical that causes cancer, the "no significant risk level" is defined as the level of exposure that would result in not more than one excess case of cancer in 100,000 individuals exposed to the chemical over a 70-year lifetime. In other words, a person exposed to the chemical at the "no significant risk level" for 70 years would not have more than a "one in 100,000" chance of developing cancer as a result of that exposure.



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For chemicals that are listed as causing birth defects or reproductive harm, the “no observable effect level” is determined by identifying the level of exposure that has been shown to not pose any harm to humans or laboratory animals. Proposition 65 then requires this “no observable effect level” to be divided by 1,000 in order to provide an ample margin of safety. Businesses subject to Proposition 65 are required to provide a warning if they cause exposures to chemicals listed as causing birth defects or reproductive harm that exceed 1/1000th of the “no observable effect level.”

To further assist businesses, OEHHA develops numerical guidance levels, known as “safe harbor numbers” (described below) for determining whether a warning is necessary or whether discharges of a chemical into drinking water sources are prohibited. However, a business may choose to provide a warning simply based on its knowledge, or assumption, about the presence of a listed chemical without attempting to evaluate the levels of exposure. Because businesses do not file reports with OEHHA regarding what warnings they have issued and why, OEHHA is not able to provide further information about any particular warning. The business issuing the warning should be contacted for specific information, such as what chemicals are present, and at what levels, as well as how exposure to them may occur.

### **What are safe harbor numbers?**

As stated above, to guide businesses in determining whether a warning is necessary or whether discharges of a chemical into drinking water sources are prohibited, OEHHA has developed safe harbor numbers. A business has “safe harbor” from Proposition 65 warning requirements or discharge prohibitions if exposure to a chemical occurs at or below these levels. These safe harbor numbers consist of no significant risk levels for chemicals listed as causing cancer and maximum allowable dose levels for chemicals listed as causing birth defects or other reproductive harm. OEHHA has established safe harbor numbers for nearly 250 chemicals to date and continues to develop safe harbor numbers for listed chemicals.

### **Who enforces Proposition 65?**

The California Attorney General’s Office enforces Proposition 65. Any district attorney or city attorney (for cities whose population exceeds 750,000) may also enforce Proposition 65. In addition, any individual acting in the public interest may enforce Proposition 65 by filing a lawsuit against a business alleged to be in violation of this law.

Lawsuits have been filed by: the Attorney General’s Office, district attorneys, consumer advocacy groups, and private citizens and law firms. Penalties for violating Proposition 65 by failing to provide notices can be as high as \$2,500 per violation per day.

### **How is Proposition 65 meeting its goal of reducing exposure to hazardous chemicals in California?**

Since it was passed in 1986, Proposition 65 has provided Californians with information they can use to reduce their exposures to listed chemicals that may not have been adequately controlled under other State or federal laws. This law has also increased public awareness about the adverse effects of exposures to listed chemicals. For example, Proposition



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65 has resulted in greater awareness of the dangers of alcoholic beverage consumption during pregnancy. Alcohol consumption warnings are perhaps the most visible health warnings issued as a result of Proposition 65.

Proposition 65's warning requirement has provided an incentive for manufacturers to remove listed chemicals from their products. For example, trichloroethylene, which causes cancer, is no longer used in most correction fluids; reformulated paint strippers do not contain the carcinogen methylene chloride; and toluene, which causes birth defects or other reproductive harm, has been removed from many nail care products. In addition, a Proposition 65 enforcement action prompted manufacturers to decrease the lead content in ceramic tableware and wineries to eliminate the use of lead-containing foil caps on wine bottles.

Proposition 65 has also succeeded in spurring significant reductions in California of air emissions of listed chemicals, such as ethylene oxide, hexavalent chromium, and chloroform.

Although Proposition 65 has benefited Californians, it has come at a cost for companies doing business in the state. They have incurred expenses to test products, develop alternatives to listed chemicals, reduce discharges, provide warnings, and otherwise comply with this law. Recognizing that compliance with Proposition 65 comes at a price, OEHHA is working to make the law's regulatory requirements as clear as possible and ensure that chemicals are listed in accordance with rigorous science in an open public process.

**Where can I get more information on Proposition 65?**

For general information on the Proposition 65 list of chemicals, you may contact OEHHA's Proposition 65 program at (916) 445-6900, or visit: <http://www.oehha.ca.gov/prop65.html>.

For enforcement information, contact the California Attorney General's Office at (510) 622-2160, or visit <http://caag.state.ca.us/prop65/index.htm>.

The undersigned Tenant(s) acknowledge(s) having read and understood the foregoing, and receipt of a duplicate original.

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Tenant Date

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Tenant Date



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### ANEXO DE LA PROPOSICIÓN 65 ADVERTENCIA Y PREGUNTAS Y RESPUESTAS

#### ADVERTENCIA:

Esta Propiedad Contiene Sustancias Químicas Conocidas por el Estado de California que Causan Cáncer y Defectos Congénitos u Otro Daño Reproductivo

*"La Proposición 65 en Lenguaje Claro"*

Oficina de Evaluación de Peligros Medioambientales a la Salud  
Agencia de Protección Medioambiental de California

#### ¿Qué es la Proposición 65?

En 1986, los votantes de California aprobaron una iniciativa para responder a su preocupación creciente sobre exposición a sustancias químicas tóxicas. La iniciativa llegó a ser la Ley de Sustancias Tóxicas y Agua Potable Segura de 1986, mejor conocida por su nombre original, Proposición 65.

La Proposición 65 requiere que el Estado publique una lista de sustancias químicas conocidas que causan cáncer, defectos congénitos u otro daño reproductivo. La lista tiene que ser actualizada al menos una vez al año. Ahora incluye aproximadamente 750 sustancias químicas desde que fue publicada por primera vez en 1987.

La Proposición 65 requiere que los negocios notifiquen a los Californianos sobre cantidades significativas de sustancias químicas presentes en los productos que compran, sus hogares o lugares de trabajo, o que sean emitidas al medioambiente. Por medio de proveer esa información, la Proposición 65 permite que los Californianos tomen decisiones para protegerse de exposición a esas sustancias químicas. La Proposición 65 también dispone que negocios californianos son prohibidos de a sabiendas emitir a fuentes de agua potable cantidades significativas de sustancias químicas incluidas en la lista.

La Oficina de Evaluación de Peligros Ambientales a la Salud (OEHHA) administra el programa de la Proposición 65. La OEHHA es parte de la Agencia de Protección Medioambiental de California (Cal/EPA). Evalúa también toda la información actualmente disponible sobre sustancias bajo consideración para la lista de la Proposición 65.

#### ¿Cuáles clases de sustancias químicas hay en la lista de la Proposición 65?

La lista contiene una amplia gama de sustancias químicas naturales y sintéticas conocidas que causan cáncer o defectos congénitos u otro daño reproductivo. Esas sustancias químicas incluyen aditivos o ingredientes en pesticidas, productos caseros comunes, comidas, drogas, colorantes y disolventes. Las sustancias químicas incluidas pueden ser usadas en fabricación y construcción, y pueden ser subproductos de procesos químicos, tales como gases de combustión de automóviles.



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### **¿Cómo se agrega una sustancia química a la lista?**

Hay tres maneras principales para agregar una sustancia química a la lista de la Proposición 65. Una sustancia química puede ser agregada si uno de dos comités independientes de científicos y profesionales de salud encuentra que se ha demostrado claramente que la sustancia química causa cáncer o defectos congénitos u otro daño reproductivo.

Los dos comités – el Comité de Identificación de Carcinógenos (CIC) y el Comité de Identificación de Sustancias Tóxicas al Desarrollo y Reproducción (DART) – forman parte de la Junta Asesor Científica de la OEHHA. Los miembros del comité son nombrados por el Gobernador, y son los “Peritos Calificados del Estado” designados para evaluar sustancias químicas bajo la Proposición 65. Cuando se determina que una sustancia química debe ser incluida en la lista, el comité basa sus decisiones en la información científica más actualizada que hay disponible. Los científicos de la plantilla de la OEHHA reúnen toda la evidencia científica pertinente sobre las varias sustancias químicas que estudian. Los comités también consideran comentarios del público antes de tomar sus decisiones.

Una sustancia química puede ser incluida en la lista de otra manera, si una organización designada como “entidad autoritativa” por el CIC o el Comité de Identificación DART la ha identificado como sustancia que causa cáncer, defectos congénitos u otro daño reproductivo. Las organizaciones siguientes son designadas como entidades autoritativas: La Agencia para la Protección del Medio Ambiente de los EEUU, la Administración de Drogas y Alimentos de los EEUU (U.S. FDA), el Instituto Nacional para la Seguridad y Salud en el Trabajo, el Programa Nacional de Toxicología, y la Agencia Internacional para Investigaciones sobre el Cáncer.

Una sustancia química puede ser incluida de una tercera manera, si una agencia del gobierno estatal o federal requiere que sea identificada o que declare en la etiqueta que causa cáncer, defectos congénitos u otro daño reproductivo. La mayoría de las sustancias químicas incluidas de esta manera son drogas recetadas que tienen que llevar advertencias relacionadas al cáncer, defectos congénitos u otro daño reproductivo por la FDA.

Además de estos tres procedimientos de inclusión en la lista, la Proposición 65 requiere también la enumeración de sustancias químicas que cumplen cierto criterio científico y han sido identificados en el Código Laboral del California como sustancias que causan cáncer, defectos congénitos u otro daño reproductivo. La lista inicial de sustancias químicas fue establecida por ese método después de la aprobación de la Proposición 65 por los votantes en 1986.

### **¿Cuáles son los requisitos que impone la Proposición 65 en las compañías que hacen negocios en California?**

Los negocios tienen que proveer una advertencia “clara y razonable” antes de exponer a alguien, a sabiendas e intencionalmente, a una sustancia química incluida en la lista. Se puede dar la advertencia por varias maneras, tales como información incluida en la etiqueta de un producto para consumidores, carteles fijados en un sitio laboral, distribución de avisos en un complejo de viviendas alquiladas, o la publicación de avisos en un periódico. Al ser incluida una sustancia química en la lista, los negocios tendrán 12 meses para cumplir con los requisitos de aviso.

La Proposición 65 también prohíbe a los compañías que hacen negocios en California de emitir o echar sustancias químicas identificadas en la lista a fuentes de agua potable. Al ser incluida una sustancia química en la lista, los negocios tendrán 20 meses para cumplir con la prohibición de emisión.

Los negocios que tienen menos de 10 empleados y el gobierno son exentos de los requisitos de aviso de la Proposición 65, tanto como la prohibición de emisión a fuentes de agua potable. Los negocios también tienen exención del requisito de aviso y prohibición de emisión si la exposición causada es tan baja que no crea ningún riesgo significativo de cáncer, defectos congénitos u otro daño reproductivo. A continuación se encuentra una explicación más a fondo de los riesgos a la salud.



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### ¿Qué significa una advertencia?

Si aparece una advertencia en la etiqueta de un producto, o si es fijada o distribuida en un lugar de trabajo, negocio o vivienda alquilada, el negocio que avisa está consciente de o cree que está presente una o más sustancias químicas incluidas en la lista. La ley requiere que se dé una advertencia de la presencia de sustancias químicas incluidas en la lista a menos que la exposición sea suficiente mínima que no presente ningún riesgo significativo de cáncer, o que está considerablemente menos de los niveles observados que causan defectos congénitos u otro daño reproductivo.

Para una sustancia que causa cáncer, el "nivel sin riesgo significativo" se define como el nivel de exposición que no resultaría en más que un caso exceso de cáncer en 100,000 individuos expuestos a la sustancia química durante toda una vida de 70 años. En otras palabras, una persona expuesta a la sustancia química al "nivel sin riesgo significativo" durante 70 años no tendría más que "una posibilidad en 100,000" de desarrollar cáncer como resultado de la exposición.

El "nivel sin riesgo perceptible" de sustancias químicas incluidas en la lista como causantes de defectos congénitos u otro daño reproductivo se determina por medio de identificar el nivel de exposición que ha sido demostrado no causar ningún daño a seres humanos o animales de laboratorio. La Proposición 65 requiere que el "nivel sin riesgo perceptible" sea dividido por 1,000 para dar un amplio margen de seguridad. Los negocios sujetos a la Proposición 65 tienen el requisito de proveer una advertencia si causan exposiciones a sustancias químicas incluidas en la lista de sustancias que causan defectos congénitos u otro daño reproductivo que exceden 1/1000 del "nivel sin riesgo perceptible".

Para asistir más a los negocios, la OEHHA desarrolla niveles numéricos de guía, conocidos como "números de puerto seguro" (descritos abajo) para determinar si una advertencia sea necesaria o si emisiones de una sustancia química a fuentes de agua potable sean prohibidas. Sin embargo, un negocio puede elegir proveer una advertencia basándose solamente en su conocimiento o suposición sobre la presencia de una sustancia química incluida en la lista sin intentar evaluar los niveles de exposición. Como los negocios no entregan informes a la OEHHA sobre las advertencias que dan, o las razones, la OEHHA no puede proporcionar información adicional sobre alguna advertencia específica. Habría que comunicarse con el negocio para conseguir información específica, tal como cuales son las sustancias químicas presentes, a qué niveles, y como podría ser expuesto a ellas.

### ¿Qué son números de puerto seguro?

Como indica arriba, la OEHHA ha desarrollado números de puerto seguro para guiar a los negocios en su determinación de si una advertencia sea necesaria, o si son prohibidas emisiones de una sustancia química a fuentes de agua potable. Un negocio tiene "puerto seguro" de los requisitos de advertencia o prohibiciones de emisión de la Proposición 65 si la exposición a una sustancia química sucede a estos niveles o menos. Los numeros de puerto seguro se definen por niveles de ningún riesgo significativo presentado por las sustancias químicas enumeradas como causantes de cáncer y los niveles permisibles máximos de sustancias químicas que causan defectos congénitos u otro daño reproductivo. Hasta la fecha, la OEHHA ha determinado números de puerto seguro para casi 250 sustancias químicas, y sigue determinando números de puerto seguro para las sustancias químicas incluidas en la lista.



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**¿Quién hace cumplir la Proposición 65?**

El Fiscal General del Estado de California hace cumplir la Proposición 65. Cualquier fiscal o abogado municipal (de ciudades cuya población excede 750,000) también puede implementar la Proposición 65. Además, cualquier individuo que actúa en el interés del público puede hacer cumplir la Proposición 65 por medio de entablar una demanda contra un negocio que supuestamente ha infringido esa ley.

Han habido demandas entabladas por el Fiscal General del Estado, fiscales locales, grupos defensores de consumidores, y ciudadanos particulares y bufetes de abogados. Las penas por infringir la Proposición 65 por medio de no fijar avisos pueden llegar a hasta \$2,500 por día por cada infracción.

**¿Cómo logra la Proposición 65 su objetivo de reducir exposición a sustancias químicas peligrosas en California?**

Desde que fue aprobado en 1986, la Proposición 65 ha proporcionado información a los Californianos que pueden usar para reducir su exposición a sustancias químicas incluidas en la lista que posiblemente no hayan sido controladas adecuadamente bajo otras leyes estatales o federales. La ley ha aumentado el conocimiento público de los efectos adversos de exposición a las sustancias químicas incluidas en la lista. Por ejemplo, la Proposición 65 ha creado un conocimiento mayor de los peligros del consumo de bebidas alcohólicas durante el embarazo. Tal vez las etiquetas que avisan sobre el consumo de alcohol sean las advertencias de salud más visibles que resultan de la Proposición 65.

El requisito de advertencia de la Proposición 65 ha motivado a los fabricantes a quitar sustancias químicas incluidas en la lista de sus productos. Por ejemplo, ya no se usa tricloroetileno, que causa cáncer, en la mayoría de líquidos correctores; decapantes reformulados ya no contienen el carcinógeno cloruro metileno; y tolueno, que causa defectos congénitos u otro daño reproductivo, ya no se encuentra en muchos productos para el cuidado de las uñas. Además, una acción para hacer cumplir la Proposición 65 motivó a los fabricantes a reducir el contenido de plomo en vajillas y eliminar el uso de chapas de metal con plomo en botellas de vino.

La Proposición 65 también ha estimulado reducciones significativas de emisiones al aire en California de sustancias químicas incluidas en la lista, tales como óxido de etileno, cromo hexavalente y cloroformo.

Aunque la Proposición 65 ha beneficiado a los Californianos, ha tenido su precio para las compañías que hacen sus negocios en el estado. Han incurrido en gastos para poner sus productos a prueba, desarrollar alternativas a las sustancias en la lista, reducir emisiones, proveer advertencias y por lo demás cumplir con esa ley. La OEHHA reconoce que cumplir con esa ley tiene su precio, y trabaja para que los requisitos de la ley sean tan claros como sea posible, y asegura que las sustancias químicas sean incluidas en la lista conforme con ciencia rigurosa en un proceso abierto al público.

**¿Dónde podría conseguir más información sobre la Proposición 65?**

Para información general sobre la lista de sustancias químicas de la Proposición 65, puede comunicarse con el programa de la Proposición 65 de la OEHHA al (916) 445-6900, o visitar: <http://www.oehha.ca.gov/prop65.html>.

Para información sobre como hacer cumplir la Proposición 65, comuníquese con el Fiscal General de California (California Attorney General's Office) al (510) 622-2160, o visite <http://caag.state.ca.us/prop65/index.htm>.

El Arrendatario abajofirmante reconoce que ha leído y entiende lo anterior, y ha recibido una copia del original.

_____	_____
Arrendatario	Fecha
_____	_____
Arrendatario	Fecha

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**Regional Housing Authority of Sutter and Nevada Counties**

1455 Butte House Road, Yuba City, CA 95993

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**ASBESTOS ADDENDUM  
PROVIDED IN ACCORDANCE WITH PROPOSITION 65**

This document is an Addendum of the Lease Agreement dated \_\_\_\_\_ between Regional Housing Authority of Sutter & Nevada Counties (RHASNC)/ \_\_\_\_\_ Public Housing (OWNER) and \_\_\_\_\_ (RESIDENT) for the premises located at \_\_\_\_\_, CA \_\_\_\_\_.

Under Proposition 65, all owners of rental property built before 1981 are required to disclose to residents that the buildings does or may contain asbestos. Dwellings built prior to 1981 are assumed to contain asbestos.

This notice is to advise you that this building was built prior to 1981 and may contain asbestos.

The undersigned Resident(s) acknowledge they have read and understood this addendum.

_____	_____
Date	Resident
_____	_____
Date	Resident
_____	_____
Date	Resident
_____	_____
Date	Resident



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ANEXO SOBRE EL ASBESTOS  
Proveído conforme con la Proposición 65

El presente documento es un Anexo al Contrato de Arriendo, el cual lleva la fecha de \_\_\_ entre **Regional Housing Authority of Sutter County/Richland Public Housing** (DUEÑO) y \_\_\_\_\_ (Residente) para la propiedad ubicada en \_\_\_\_\_, CA.

Conforme con las disposiciones de la Proposición 65, todos los dueños de propiedades de alquiler construídas antes de 1981 tienen el requisito de revelar a los residents que el edificio contiene o puede contener asbestos. Se supone que los edificios construídos antes de 1981 sí contienen asbestos.

Este aviso es para advertirle que este edificio fue construído antes de 1981 y **puede** contener asbestos.

El/Los Residente(s) abajofirmante(s) reconoce(n) que ha(n) leído y entienden el anexo presente.

Fecha \_\_\_\_\_ Residente \_\_\_\_\_

Fecha \_\_\_\_\_ Residente \_\_\_\_\_



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### BEDBUG ADDENDUM

This document is an Addendum and is part of the Rental/Lease Agreement, dated \_\_\_\_\_ between RHASNC and \_\_\_\_\_ "Resident" for the premises located at \_\_\_\_\_, \_\_\_\_\_, CA \_\_\_\_\_ Unit \_\_\_\_\_.

It is our goal to maintain the highest quality living environment for our Residents. RHASNC has inspected the unit prior to lease and knows of no bedbug infestation. Residents have an important role in preventing and controlling bed bugs. While the presence of bed bugs is not always related to personal cleanliness or housekeeping, good housekeeping will help control the problem by identifying bed bugs, minimizing an infestation and limiting its spread.

Resident represents that all furnishings and other property that will be moved into the unit are free of bedbugs.

Resident agrees to maintain the premises in a manner that prevents the occurrence of a bedbug infestation in the premises.

Resident agrees to uphold this responsibility in part by complying with the following list of responsibilities.

1. Resident shall practice good housekeeping, including the following:
  - Resident shall **remove clutter**. Bed bugs like dark concealed places, such as in and around piles of clothing, shoes, stuffed animals, laundry, especially under the bed and in closets. Reducing clutter also makes it easier to carry out housekeeping.
  - Resident shall **keep the unit clean**. Vacuum and dust regularly, particularly in the bedroom, being especially thorough around and under the bed, drapes, and furniture. Use a brush attachment to vacuum furniture legs, headboard, and in and around nightstand. While cleaning, look for signs of bed bugs, and report these immediately.
  - Residents shall **avoid using secondhand furnishings that have not been thoroughly inspected for the presence of bedbugs**, especially bed frames, mattresses and box springs. If rental furnishings are used make sure that the furniture rental company has established procedures for inspection and identification of bed bugs and other pests. This process should include inspection of rental furniture inventory and trucks used to transport rental furniture. It should also include a pre-delivery and pre-pickup inspection by the furniture rental company of the premises to which the rental furniture is being delivered. Never accept an item that shows signs of bedbugs. Never take discarded items from the curbside.
  - Resident shall **arrange furniture to minimize bed bug hiding places**. If possible, keep beds and upholstered furniture several inches away from the walls. Bed bugs can jump as far as 3 inches.
  - Resident shall **check for hitch-hiking bedbugs**. If you stay in a hotel or another home, inspect your clothing, luggage, shoes, and belongings for signs of bed bugs before you enter your apartment. Check backpacks, shoes, and clothing after visits to friends, theaters, or after using public transportation. After guests visit, inspect beds, bedding and upholstered furniture.



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**TERMINATION OF TENANCY FOR  
DRUG-RELATED/VIOLENT CRIMINAL ACTIVITY/ALCOHOL ABUSE  
IN HUD SUBSIDIZED HOUSING**

HUD has strict rules and regulations regarding drug-related crime, violent crime and alcohol abuse when such abuse leads to behavior that threatens the health, safety, or peaceful enjoyment of the premises by other residents. Be sure that you, your family members, relatives and visitors are not involved in any drug or violent criminal activity at your residence. Federal regulations provide for TERMINATION OF ASSISTANCE to those who participate in these activities.

Be aware, you are responsible for the behavior of your friends and visitors while visiting your residence. Regulations also state that "CRIMINAL ACTIVITY IS CAUSE FOR EVICTION EVEN IN THE ABSENCE OF CONVICTION OR ARREST."

By signing below, I acknowledge that I understand that eligibility/participation in HUD subsidized housing will be terminated for any drug-related, violent criminal activity on or off my residence, or alcohol abuse that interferes with the health, safety, or right to peaceful enjoyment of the premises by other tenants.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Resident

\_\_\_\_\_  
Date

\_\_\_\_\_  
Resident



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**Megan's Law Addendum**

The California Department of Justice, sheriff's departments, police departments, serving jurisdictions of 200,000 or more, and many other local law enforcement authorities maintain, for public access a database of the locations of persons required to register as a Sex Offender, Pursuant to paragraph (1) of the subdivision (a) of Section 204.4 of the Penal Code. The database is updated on a quarterly basis and is a source of information about the presence of these individuals in any neighborhood. The Department of Justice also maintains a Sex Offender Identification Line through which inquiries about individuals may be made. As of 2005, an Internet website is available with this information at [www.meganslaw.ca.gov](http://www.meganslaw.ca.gov).

I have acknowledged that I have read and understand this information.

\_\_\_\_\_  
Head of Household

\_\_\_\_\_  
Date

\_\_\_\_\_  
Spouse

\_\_\_\_\_  
Date

\_\_\_\_\_  
Other Adult

\_\_\_\_\_  
Date

\_\_\_\_\_  
Other Adult

\_\_\_\_\_  
Date



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## Regional Housing Authority of Sutter and Nevada Counties

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### BRANCH II NOTICE TO OWNER\TENANT

State law requires that you be given the following information;

**CAUTION --- PESTICIDES ARE TOXIC CHEMICALS.** Structural Pest Control Operators are licensed and regulated by the Structural Pest Control Board, and apply pesticides which are registered and approved for use by the California Department of Food and Agriculture and United States Environmental Protection Agency. Registration is granted when the state finds that based on existing scientific evidence there are no appreciable risks if proper use condition is followed or that the risks are outweighed by the benefits. The degree of risk depends upon the degree of exposure, so exposure should be minimized. If within 24 hours following application, you experience headache, dizziness, nausea, tearing, coughing, nose and throat irritation or develop shortness of breath, double vision, unusual drowsiness and weakness, or tremors, contact your physician or poison control center (see below) and your pest control operator immediately. If rodenticide ingestion occurs, you may experience symptoms of mild shock and/or bleeding.

For further information, contact **RIGHT WAY PEST CONTROL:** for Health Questions --- the County Health Department (see below): for Application Information --- the County Agricultural Commissioner (see below) and for Regulatory Information --- the Structural Pest Control Board, (916) 561-8700, 1418 Howe Avenue. Suite 18, Sacramento, CA 95825

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#### POISON CONTROL CENTER

Fresno (209) 445-1222 San Francisco (800) 523-2222 Los Angeles (800) 777-6476

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#### CALIFORNIA COUNTY AGRICULTURAL COMMISSIONERS

Butte (530) 534-4581 Nevada (530) 273-2648 Placer (530) 889-7372 Sacramento (916) 366-2003  
Sutter (530) 822-7503 Yuba (530) 741-6484 Yolo (530) 666-8140

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#### CALIFORNIA COUNTY HEALTH OFFICERS

Butte (530) 534-4581 Nevada (530) 265-1450 Placer (530) 823-4465 Sacramento (916) 366-2174  
Sutter (530) 671-1440 Yolo (530) 666-8649 Yuba (530) 741-6240

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#### INSECT CONTROL CHEMICALS

Amindinohydrazone	Maxforce Roach/Ant	Allerthrin	PT 515 Wasp Freeze
Hydroprene Gencor	Pyrethrin	PT-565 ULD-BP300	Borid, Drax, Niban
Cyfluthrin Tempo WP	Silica Gel	Drione, Dri-Die Boric Acid	
Esfenvalerate Conquer	Propetanphos	Catalyst Dichlorvos	
Methoprene Precor	Permethrin	Dragnet – Prelude	Maxforce FC – Fipronil
Avitrol	Bendiocarb	Propoxur Baygon	Delta Guard – Deltamethrim



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Resmirthrin  
Phantom – Chlorsenapyr

Gophicide

Acephate Orthene  
Cypermethrin-Cynoff

Demand – Lambda – Cyhalothrin  
Fipronil-Termidor

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RODENT CONTROL CHEMICALS

Brodifacom	Talon Final	Chlorophacinone	Rozal, Rozal Tracking Powder
Bromadiolone	Maki Mini Blocks, Contrae	Chlorecaliferol	Quintox
Difethialone	Generation	Diphacione	Eaton bait blocks, rodent cakes, Liqua tox
Zinc Phosfide	Gopha-rid, Z-P tracking power, Z-P bait		
Other:			

SIGNED

DATE

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Right Way Pest Control. is not responsible and does not guarantee against present or future damage to the building or contents, or provide for the repair or replacement thereof. This Agreement does not provide for the control of termites, fungus, beetles, or any other pest not indicated herein.



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### PET POLICY (24 CFR 903.7.9 (0))

#### APPENDIX IV

#### RULES FOR PETS

#### GENERAL RULES FOR ALL PETS

- A. **Domain:** Must be kept within the owner's unit, on a leash, or in a cage at all times. No outdoor pens or cages may be erected.
- B. **Waste:** All litter and animal waste is to be disposed of in sealed plastic bags and placed in a trash receptacle. Litter collected in box or cage within the unit must be disposed of at least twice weekly.
- C. **Nuisance:** Pets that disturb the peace of neighbors through noise, odors, physical activity, animal waste or other nuisances will not be allowed.
- D. **Neighbor Complaints:** Three (3) or more substantiated complaints of animal nuisance by neighbors or Housing Authority Staff within one (1) year will result in the owner being required to get rid of the pet or move.
- E. **Types of Pets:** *All pets must be approved by the Housing Authority.* Permitted pets are domesticated dogs, cats, birds, and those in aquariums subject to the limitations outlined below. A maximum of one (1) pet and no more than one (1) aquarium will be allowed.
- F. **Deposit:** A pet deposit of \$75.00 and a non-refundable fee of \$25.00 to cover reasonable operating cost relating to the presence of pets will be required. If no damages occur, the pet deposit of \$50.00 will be fully refunded when the resident vacates the premises.
- G. Residents are prohibited from feeding and harboring stray animals and pets that are not owned by tenants. Stray animals will not be allowed on housing authority property and the community is encouraged to have them removed by the county animal control division.

#### DOGS AND CATS

- A. **Weight:** Must be less than 20 pounds.
- B. **License:** Must be currently licensed by the City or County.
- C. **Rabies:** Must have current rabies and distemper shots.
- D. **Photo:** Must provide a current picture of pet.
- E. **Leash:** Must be on a leash at all times when outside of owner's apartment.
- F. **Waste:** Pets which dispose of waste outdoors must be kept to certain designated pet walking areas and the waste disposed of in a sealed plastic bag in a trash receptacle by the owner. This rule is for public health reasons and will be strictly enforced. Each violation of this rule will be counted as a nuisance and subject to "Neighbor Complaints" (General Rules for Pets, Section D).



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**BIRDS**

- A. **Cages:** Must be in cages no larger than 6' high by 3' wide by 2' deep. Cages must have removable litter tray, and must be cleaned at least twice weekly.
- B. **Noise:** Very noisy or shrill birds which generate neighbor complaints will be regarded as a nuisance and subject to "Neighbor Complaints" (General Rules for Pets, Section D).
- C. **Birds of Prey:** No birds of prey or another dangerous species may be kept.

**AQUARIUMS**

- A. **Size:** Must be no larger than 40 gallons.
- B. **Leakage:** Must be sealed against all leakage and sit in a one-inch deep waterproof drip pan as additional protection against minor leaks.
- C. **Cleaning:** Must be cleaned regularly, consistent with the filtering systems used and cannot become foul or stagnant.
- D. **Types of Fishes:** Poisonous or dangerous species (such as Piranha) are not permitted.

PETS REQUESTED BY TENANT:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

\_\_\_\_\_  
TENANT'S SIGNATURE

PETS APPROVED BY MANAGEMENT:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

\_\_\_\_\_  
MANAGEMENT'S SIGNATURE

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### Satellite Dish or Antenna Addendum

This document is an Addendum and is part of the Rental/Lease Agreement, dated \_\_\_\_\_ between the **Regional Housing Authority of Sutter and Nevada Counties/Public Housing** (Owner) and \_\_\_\_\_ (resident) for the premises located at \_\_\_\_\_, \_\_\_\_\_, California \_\_\_\_\_.

Under the rules of the Federal Communications Commission (FCC), Owners/Agents may not prohibit the installation of satellite dishes and/or receiving antennas within leased premises. However, an Owner may impose reasonable restrictions relating to the installation of such equipment.

Resident agrees to comply with the following restrictions:

1. **Size:** A satellite dish may not exceed 39 inches (1 meter) in diameter. An antenna or dish may receive, but not transmit signals.
2. **Location:** A satellite dish or antenna may only be located
  - (a) Inside the Resident's dwelling, or
  - (b) In an area outside the Resident's dwelling as allowed by owner such as the resident's patio, yard etc. Installation is not permitted on any parking area, roof, exterior wall, window, fence, common area, and common sidewalk or in an area that other Residents are allowed to use. **Allowable locations may not provide optimum signal. Owner is not required to provide alternate locations if allowable locations are not suitable.**
3. **Safety and non-interference:** Satellite dish/antenna installation:
  - (a) must comply with reasonable safety standards;
  - (b) may not interfere with Owner's cable, telephone, or electrical systems or those of neighboring properties.
4. **Outside Installation:** If a satellite dish or antenna is placed in a permitted area outside the dwelling unit, it must be safely secured by one of three methods:
  - (a) securely attaching to a portable, heavy object
  - (b) clamping it to a part of the building's exterior that lies within Resident's leased premises or
  - (c) any other method approved by Owner
5. **Signal transmission from Outside Installation:** If a satellite dish or antenna is \_\_\_\_\_ installed outside the dwelling unit, signals may be transmitted to the interior of Resident's dwelling only by:
  - (a) running a "flat" cable under a door jam or window sill in a manner that does not physically alter the premises and does not interfere with proper operation of the door or window
  - (b) running a traditional or flat cable through a pre-existing hole in the wall (that will not need to be enlarged to accommodate the cable) or
  - (c) any other method approved by Owner



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6. **Installation and Workmanship:** For safety purposes, Resident must obtain Owner's approval of the strength and type of materials used for installation and the person or company who will perform the installation.

7. **Maintenance:** Resident will have the sole responsibility for maintaining a satellite dish or antenna and all related equipment. Owner may temporarily remove and satellite dish or antenna if necessary to make repairs to the building.

8. **Removal and Damages:** Any satellite dish, antenna, and all related equipment must be removed by the Resident when Resident moves out of the dwelling. Resident must pay for any damages and for the cost of repairs or repainting that may be reasonably necessary to restore the leased premises to its condition prior to the installation of a satellite dish or antenna and related equipment.

9. **When Resident may begin installation:** Resident may start installation or a satellite dish or antenna only after Resident has a signed copy of this addendum.

I have read and understand this agreement.

Resident: \_\_\_\_\_

Date \_\_\_\_\_

Management: \_\_\_\_\_

Date: \_\_\_\_\_

Maintenance: \_\_\_\_\_

Date: \_\_\_\_\_

**\* DOCUMENT MUST BE SIGNED BY MAINTENANCE BEFORE ANY INSTALLATION MAY BEGIN.**

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### Anexo al Contrato de Arriendo Sobre Antenas Parabólicas

Este documento es un anexo y es parte del Contrato de Arriendo, con fecha de \_\_\_\_\_ entre la **Regional Housing Authority del Condados de Sutter y Nevada/Homes 2 Families (Dueño)** y \_\_\_\_\_ (residente) para la propiedad ubicada en \_\_\_\_\_ **Apartamento \_\_\_\_\_, Yuba City, California 95991.**

Conforme con las reglas de la Comisión Federal de Comunicaciones (FCC), los Dueños/Agentes no pueden prohibir la instalación de antenas parabólicas y/o antenas de recepción en propiedades alquiladas. Sin embargo, el dueño puede imponer restricciones razonables relacionadas a la instalación de dicho equipo.

El Residente se acuerda en cumplir con las restricciones siguientes:

1. **Tamaño:** Una antena parabólica no puede exceder 39 pulgadas (1 metro) de diámetro. Una antena o antena parabólica puede recibir señales, pero no transmitir.

2. **Ubicación:** Una antena o antena parabólica puede ser ubicada solamente

(a) Dentro de la morada del residente, o

(b) En un área fuera de la morada del residente permitida por el dueño, tal como el patio de la residencia, etcétera.

No se permite instalación en ningún área de estacionamiento, techo, pared exterior, ventana, cerca, área de uso común, acera de uso común u otra área que otros residentes tienen permiso de usar. **Puede que los sitios permisibles no permitan recepción óptima de la señal. El dueño no tiene el requisito de proveer sitios de instalación diferentes si los lugares permisibles no son adecuados.**

3. **Seguridad e interferencia:** La instalación de la antena o antena parabólica :

(a) tiene que cumplir con normas razonables de seguridad;

(b) no puede interferir con los sistemas de cable, teléfono o electricidad del dueño o de las propiedades vecinas.

4. **Instalación en el exterior:** Si la antena o antena parabólica se instala en un área permitida fuera de la morada, tendrá que estar fijada seguramente por uno de los tres métodos siguientes:

(a) sujetarla seguramente a un objeto portátil pesado

(b) fijarla con abrazaderas a una parte del exterior del edificio que queda dentro de la propiedad alquilada por el residente o

(c) cualquier otro método aprobado por el dueño.

5. **Transmisión de señales de instalación exterior:** Puede transmitir señales de una antena o antena parabólica en el exterior de la morada al interior solamente por medio de:



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- (a) un cable "plano" debajo del marco de una puerta o ventana de tal manera que no altere físicamente la propiedad y no interfiera con la función correcta de la puerta o ventana
- (b) un cable tradicional o plano pasado por un agujero ya existente en la pared (que no tendría que ser aumentado para acomodar el cable) o
- (c) cualquier otro método aprobado por el dueño

6. **Instalación y calidad de mano de obra:** Para fines de seguridad, el dueño tiene que aprobar la fuerza y tipo de materiales usados en la instalación tanto como la persona o compañía que hará la instalación.

7. **Mantenimiento:** El residente tendrá únicamente la responsabilidad de mantener la antena o antena parabólica y todo el equipo relacionado. El dueño podrá quitar la antena temporalmente si sea necesario para hacer reparaciones al edificio.

8. **Eliminación y daños:** El residente tiene que retirar cualquier y toda antena, antena parabólica, y equipo relacionado cuando se traslada del edificio. El residente tendrá que pagar cualquier daño que haya, tanto como los costos de reparaciones y pintura para restaurar la propiedad arrendada a su condición antes de la instalación de la antena o antena parabólica y equipo relacionado.

9. **Inicio de instalación:** El residente puede empezar la instalación de una antena o antena parabólica solamente después de firmar una copia del presente anexo.

He leído y entiendo el acuerdo presente.

Residente \_\_\_\_\_

Fecha \_\_\_\_\_

Gerencia \_\_\_\_\_

Fecha \_\_\_\_\_

Mantenimiento \_\_\_\_\_

Fecha \_\_\_\_\_

**\* DOCUMENTOS DEVEN SER FIRMADOS POR MANTENIMIENTO ANTES QUE LA INSTALACION COMIENCE.**





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A federal law that went into effect in 2013 protects individuals who are victims of domestic violence, dating violence, sexual assault, or stalking. The name of the law is the Violence against Women Act, or "VAWA." This notice explains your rights under VAWA.

### Protections for Victims

If you are eligible for public housing, the housing authority cannot refuse to admit you to the public housing program solely because you are a victim of domestic violence, dating violence, sexual assault, or stalking.

If you are the victim of domestic violence, dating violence, sexual assault, or stalking, the housing authority cannot evict you based on acts or threats of violence committed against you. Also, criminal acts directly related to the domestic violence, dating violence, sexual assault, or stalking that are caused by a member of your household or a guest can't be the reason for evicting you if you were the victim of the abuse.

### Reasons You Can Be Evicted

The housing authority can still evict you if the housing authority can show there is an *actual and imminent* (immediate) threat to other tenants or housing authority staff if you are not evicted. Also, the housing authority can evict you for serious or repeated lease violations that are not related to the domestic violence, dating violence, sexual assault, or stalking against you. The housing authority cannot hold you to a more demanding set of rules than it applies to tenants who are not victims.

### Removing the Abuser from the Household

The housing authority may split the lease to evict a tenant who has committed criminal acts of violence against family members or others, while allowing the victim and other household members to stay in the public housing unit. If the housing authority chooses to remove the abuser, it may not take away the remaining tenants' rights to the unit or otherwise punish the remaining tenants. In removing the abuser from the household, the housing authority must follow federal, state, and local eviction procedures.

### Proving That You Are a Victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

The housing authority can ask you to prove or "certify" that you are a victim of domestic violence, dating violence, sexual assault, or stalking. It must give you at least 14 business days (i.e., Saturdays, Sundays, and holidays do not count) to provide this proof. The housing authority is free to extend the deadline. There are three ways you can prove that you are a victim:

- Complete the certification form given to you by the housing authority. The form will ask for your name, the name of



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your abuser, the abuser's relationship to you, the date, time, and location of the incident of violence, and a description of the violence. You are only required to provide the name of the abuser if it is safe to provide and you know their name.

- Provide a statement from a victim service provider, attorney, or medical professional who has helped you address incidents of domestic violence, dating violence, sexual assault, or stalking. The professional must state that he or she believes that the incidents of abuse are real. Both you and the professional must sign the statement, and both of you must state that you are signing "under penalty of perjury."
- Provide a police or court record, such as a protective order.

If you fail to provide one of these documents within the required time, the housing authority may evict you.

### **Confidentiality**

The housing authority must keep confidential any information you provide about the violence against you, unless:

- You give written permission to the housing authority to release the information.
- The housing authority needs to use the information in an eviction proceeding, such as to evict your abuser.
- A law requires the housing authority to release the information.

If release of the information would put your safety at risk, you should inform the housing authority.

### **VAWA and Other Laws**

VAWA does not limit the housing authority's duty to honor court orders about access to or control of a public housing unit. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

VAWA does not replace any federal, state, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking.

### **For Additional Information**

If you have any questions regarding VAWA, please contact Angie Coté at (530) 671-0220 ext. 131.

For help and advice on escaping an abusive relationship, call the National Domestic Violence Hotline at 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY).

### **Definitions**

For purposes of determining whether a public housing applicant or tenant may be covered by VAWA, the following list of definitions applies:

VAWA defines **domestic violence** to include felony or misdemeanor crimes of violence committed by any of the following:

- A current or former spouse of the victim
- A person with whom the victim shares a child in common
- A person who is cohabitating with or has cohabitated with the victim as a spouse
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies



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- Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction

VAWA defines **dating violence** as violence committed by a person (1) who is or has been in a social relationship of a romantic or intimate nature with the victim AND (2) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- The length of the relationship
- The type of relationship
- The frequency of interaction between the persons involved in the relationship

VAWA defines **sexual assault** as "any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks capacity to consent" (42 U.S.C. 13925(a)).

VAWA defines **stalking** as (A)(i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person OR (ii) to place under surveillance with the intent to kill, injure, harass, or intimidate another person AND (B) in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person, (ii) a member of the immediate family of that person, or (iii) the spouse or intimate partner of that person.



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**Income Verification Checklist**

**INCOME:** \*\* PROVIDE PROOF OF INCOME FOR ALL HOUSEHOLD MEMBERS\*\*  
 (CURRENT INCOME VERIFICATION MUST BE LESS THAN 30 DAYS OLD)

**Type of Income**

**Verification Method**

Wages and salary

Copies of your check stub for the last 3 months. Must have your employer's name, mailing address and telephone number on the check stub. If seasonal farm labor worker, a copy of your current Federal Incomes taxes with W-2's attached. Employment Verification completed by employer

Social Security/SSI Benefits  
 Welfare Grant

Print-out from the issuing agency

Worker' Compensation/SDI/Unemployment  
 Benefits/Retirement/Pensions/Veteran's Benefits

A printout from the issuing agency or copies of your award letter. Must have name, address, and telephone number of the issuing agency.

Self-Employment

Form 1040 (Federal Income Taxes including Schedule C) W-2, or 1099.

Child Support/Alimony

A copy of Court Order or payment ledger for Child Support Services or a notarized statement from provider.

**NO INCOME - ALL FAMILY MEMBERS**

**CALL YOUR ELIGIBILITY SPECIALIST TO  
 ARRANGE AN APPOINTMENT.**

**ASSETS**

Checking/Savings Accounts

If combined balance of account are more than \$5,000 you must provide the last SIX (6) months statements

Other assets, including but not limited to stocks,  
 bonds, CDs, annuities, etc.

List on PART 5 of the Re-Certification Packet  
 Must have name, address, and telephone number of the financial institution.

Interest on lump-sum payments

Verification from the issuing entity.

**DEDUCTIONS**



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Child Care	Name, address, and telephone number of your child care provider.
Medical Expenses	Out-of-pocket expenses (ELDERLY/DISABLED HOUSEHOLD ONLY).
Full Time Student	Dependent 18 years of age or older, enrolled full time in high school, college, or vocational school. Name of family member, name address, and telephone number of high school, college, or vocational school.

**EXCLUSIONS**

(NOTE: All income must be reported in order to verify that it meets income exclusion requirements).

**MINORS**

1. Employment income of household members under age 18.
2. Foster care payments (minors & adults)
  3. Adoption assistance per adopted child.
  4. Child care reimbursements (Child Care & Development Block Grant Act of 1990).

**MISCELLANEOUS/SPORADIC INCOME**

5. Lump-sum payments for inheritances, insurance settlements, SSI, Social Security, capital gains, and personal or property loss.
6. Income set-aside for use under PASS (Plan to Attain Self-Sufficiency).
7. Temporary, non-recurring or sporadic income (including gifts).
8. Refunds or rebates for property taxes paid on dwelling unit.
9. Earned Income Tax Credit refunds.
10. Value of Food Stamp allotment (Food Stamp Act of 1977).
11. Volunteer payments (Domestic Volunteer Services Act of 1973).
12. Low-Income/Home Energy Assistance Program (HEAP).

**MEDICAL**

13. Reimbursements of medical expenses for any family member.
14. Live-In-Aide/Attendant Income.
15. In-Home Support Services (IHSS) or other state agency payments to offset services and/or equipment needed to keep a developmentally-disabled family member home.

**EDUCATION**

16. Student financial assistance.
17. Full-time adult student earnings.

**MILITARY**

18. Armed forces special pay for exposure to hostile fire.
19. Agent Orange Settlement Fund (after 1/1/89).

**NATIONAL HERITAGE**

20. Foreign government reparations in connection with the Holocaust (determined on or after 4/23/93).
21. Alaska Native Claims Settlement Act payments.
22. Income from U. S. land held in trust for certain Indian tribes.
23. Grand River Band of Ottawa Indian tribe.
24. Indian Claims Commission or Grant of Claims funds held in trust for an Indian tribe by the Secretary of Interior.
25. Maine Indian Claim Settlement Act 1980 funds.

**TRAINING PROGRAMS**

26. Income from HUD-funded training programs.
27. Reimbursement of out-of-pocket expenses to allow participation in a publicly-assisted program.
28. Resident service stipend.
29. Compensation from State or local employment training programs and training of family members as resident management staff.
30. JTPA (Job Training Partnership Act).
31. Payments from program under Title V of the Older American Act of 1965.

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### PUBLIC HOUSING COMPLAINTS, GRIEVANCES AND APPEALS

It is the policy of RHASNC to ensure that all families have the benefit of all protections due to them under the law. Therefore, RHASNC has established a grievance procedure which affords all residents the opportunity to be heard when a resident dispute, within a reasonable time, any PHA action or failure to act involving the resident's lease with RHASNC or PHA regulations which adversely affect the individual resident's rights, duties, welfare or status. Grievances shall be handled in accordance with the Authority's approved grievance procedures. The written grievance procedure is incorporated into this document by reference and is the guideline to be used for grievances and appeals.

Grievance procedures are not applicable to the following issues:

- Disputes with non-residents
- Disputes between residents not involving RHASNC
- Disputes between a live-in aide and RHASNC
- Disputes not involving RHASNC
- Certain disputes in due process states
- Class grievances

#### **A. COMPLAINTS**

It is RHASNC's intention to process all complaints/issues in a timely manner. To accomplish this, RHASNC has developed a process through which all complaints are initiated. Residents will write out complaints and the written complaint will form will be assigned to the appropriate department. The person filing the complaint is considered the complainant for purposes of this document. The tenant will receive a copy of the form for their records and a copy will be kept at the management office at all times as documentation of the tenant's concern(s).

**Complaints from families.** If a family disagrees with an action or inaction of RHASNC, complaints will be referred to the housing manager/property agent. Complaints regarding repairs of the units will be reported by phone to the Management Office.

**Complaints from staff.** When a person reports a family is violating or has violated a Lease provision or is not complying with program rules, the complaints will be referred to the Site Manager.

**Complaints from the general public.** Complaints or referrals from persons in the community in regards to RHASNC or a family will be referred to the appropriate staff for processing.



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## **B. INFORMAL REVIEW PROCEDURES FOR APPLICANTS**

### **PREFERENCE DENIALS**

When RHASNC denies a preference to an applicant, the family will be notified in writing of the specific reason(s) for the denial and offered the opportunity for to provide more information in order to verify the preference and may contact PHA staff to discuss the reasons for the denial and to dispute the PHA's decision.

### **ASSISTANCE DENIALS**

Informal reviews are provided for applicants who are denied assistance. The exception is that when an applicant is denied assistance for citizenship or eligible immigrant status, the applicant is entitled to a formal hearing.

When RHASNC determines that an applicant is ineligible for the program, the family must be notified of their ineligibility in writing. The notice must contain:

- The reason(s) they are ineligible
- The procedure for requesting a review if the applicant does not agree with the decision
- The time limit for requesting a review

When denying admission for criminal activity as shown by a criminal record, the PHA will provide the subject of the record and the applicant with a copy of the criminal record upon which the decision to deny was based.

RHASNC must provide applicants with the opportunity for an informal review of decisions denying:

- Qualification for preference
- Listing on RHASNC's waiting list
- Participation in the program

Informal reviews are not required for established policies and procedures and PHA determinations such as:

- Discretionary administrative determinations by RHASNC
- General policy issues or class grievances
- A determination of the family unit size under the subsidy standards
- Determination that unit is not in compliance with UPCS
- Determine that unit is not in accordance with HQS due to family size or Composition

### **PROCEDURE FOR REVIEW**

A request for an informal review must be received in writing by the close of the business day, no later than ten (10) days from the date of RHASNC's notification of denial. The informal review will be held within thirty (30) days from the date the request is received.

The informal review may not be conducted by the person who made or approved the decision under review, nor a subordinate of such person. The applicant will be given the option of presenting oral or written objections to the decision. Both RHASNC and the family may present evidence and witnesses. The family may use an attorney or other representative to assist them at their own expense.





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A notice of the review findings will be provided in writing to the applicant within ten (10) days after the review. It shall include the decision of the reviewer, and an explanation of the reasons for the decision.

In rendering a decision, RHASNC will evaluate the following:

- Whether or not the grounds for denial were stated factually in the notice
- The validity of grounds for denial of admissions. If the grounds for denial are not specified in the regulations or in RHASNC policy, then the decision to deny assistance will be overturned.
- The validity of the evidence. RHASNC will evaluate whether the facts presented provide the grounds for denial of admission. If the facts prove that there are grounds for denial, and the denial is required by HUD, RHASNC will uphold the decision to deny admission.
- If the facts prove the grounds for denial, and the denial is discretionary, RHASNC will consider the recommendation of the person conducting the informal hearing in making the final decision whether to deny admission.

If the family fails to appear for the informal review, the denial of admission will stand and the family will be notified.

All requests for a review, supporting documentation and a copy of the final decision will be retained in the family's file.

### C. INFORMAL REVIEW PROCEDURES FOR RESIDENTS

When a resident has a complaint or issue (not related to a Termination of Assistance Notice) and has gone through the procedure of filing a *Tenant Management Communication Form* and wants further clarification or review of a particular issue, the resident may request an informal review of that issue. This review will not be offered to a resident that has received a Termination of Assistance Notice, i.e.: 3 Day, 14 Day or 30 Day notices. If a resident has received a Termination of Assistance Notice and they have discussed the reasons for such termination with their manager and have not reached a resolution to the issues they must go directly to a Formal Review (see section below).

### REQUEST FOR INFORMAL REVIEW

In order to request an informal review, the resident needs to present their request in writing to the area PHA office. An informal review date and time will be determined within 10 working days from receipt of the informal review request and the resident will be notified in writing of the date, time and location of the review.



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Both the manager of the property where the complainant resides and a designated supervisory staff will conduct the informal review.

## **SUMMARY OF DISCUSSION**

A summary of such discussion shall be prepared within ten (10) days from the date of the informal review and one copy shall be given to the tenant and one retained in RHASNC's tenant file. The summary shall specify the names of the participants, dates of meeting, the nature of the proposed disposition of the complaint and the specific reasons therefore.

## **D. FORMAL HEARING PROCEDURES FOR RESIDENTS**

RHASNC must provide participants with the opportunity for a formal hearing for decisions related to any of the following determinations:

1. Determination of the family's annual or adjusted income and the computation of the housing assistance payment
2. Appropriate utility allowance used from schedule
3. Family unit size determination under PHA subsidy standards
4. Determination to terminate a family's FSS contract, withholds supportive services, or proposes forfeiture of the family's escrow account.
5. Termination of assistance under a 30 Day

## **E. INFORMAL SETTLEMENT OF GRIEVANCE [24.CFR 966.54]**

When a tenant is served a 30 Day Notice of Termination of Tenancy, the resident will be entitled to request a Formal Hearing. An informal review will not be held but the resident is strongly encouraged to contact their manager to try and resolve the issues listed in the Notice of Termination of Assistance prior to requesting a Formal Hearing.

A request for an informal settlement of a grievance must be received by RHASNC within 10 business days of the grievable event. RHASNC will accept requests either orally or in writing. Within 10 business days of receipt of the request, RHASNC will arrange a meeting with the tenant at a mutually agreeable time and confirm such meeting in writing to the tenant.

If a tenant fails to attend the scheduled meeting without prior notice, RHASNC will reschedule the appointment ONLY if the tenant can show good cause for failing to appear, or if it is needed as a reasonable accommodation for a person with disabilities. (Good cause is defined as an unavoidable conflict which seriously affects the health, safety, or welfare of the family).

RHASNC will prepare a summary of the informal. Settlement within five (5) business days; one copy to be given to the tenant and one copy to be retained in the tenant's file.

RHASNC will provide the opportunity for a formal hearing before termination of assistance except when the expedited formal hearing procedures are invoked due to the nature and seriousness of the reasons that led up to the lease termination.

Formal hearings are not required for established policies and procedures and PHA determinations such as:

1. Discretionary administrative determinations by RHASNC.



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2. General policy issues or class grievances.
3. Establishment of RHASNC schedule of utility allowances for families in the program.
4. A PHA determination not to approve a unit or lease
5. A PHA determination that an assisted unit is not in compliance with UPCS (PHA must provide hearing for family breach of UPCS because that is a family obligation determination)
6. PHA determination that the unit is not in accordance with UPCS because of the family size

### REQUEST FOR A FORMAL HEARING

In order to request a formal hearing, the complainant must personally present a grievance in writing to the resident's housing office within ten (10) days of service of a Notice of Action or ten (10) days from receipt of a Notice of Summary of Discussion of the informal review, if one was held.

### SELECTING THE HEARING OFFICER [24 CFR 966-53(e)]

The grievance hearing shall be conducted by a single hearing officer and not a panel. The Hearing Officer shall be an impartial person appointed by RHASNC, other than a person who made or approved the action under review or a subordinate of such person.

### Conduct of Formal Hearing

The Formal Hearing Officer is an unbiased individual. The Formal Hearing Officer will accept relevant information from RHASNC and from the resident/resident's representative sufficient to arrive at a decision to either grant the relief sought by the tenant or allow the termination of the lease or other proposed adverse action to proceed. A written result of the hearing will be issued within ten (10) calendar days. All Formal Hearings are electronically recorded.

### NOTIFICATION OF HEARING

When RHASNC receives a request for a formal hearing, a hearing shall be held within thirty (30) days from the receipt of the request for formal hearing. The notification of hearing will contain:

- The date and time of the hearing
- The location where the hearing will be held
- The family's right to bring evidence, witnesses, legal or other representation at the family's expense. The right to view any documents or evidence in the possession of the PHA upon which the PHA based the proposed action and, at the family's expense, to obtain a copy of such documents prior to the hearing. Requests for such documents or evidence must be received no



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later than five (5) days before the hearing date. A notice to the family that RHASNC will request a copy of any documents or evidence the family will use at the hearing. Requests for such documents or evidence must be received no later than five (5) days before the hearing date.

### **Formal Hearing Procedures**

After a hearing date is agreed to, the family may request to reschedule only upon showing "good cause," which is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family. If a family does not appear at a scheduled hearing and has not rescheduled the hearing in advance, the family must contact RHASNC within forty-eight (48) hours, excluding weekends and holidays. RHASNC will reschedule the hearing only if the family can show good cause for the failure to appear.

Families have the right to:

- Present written or oral objections to the RHASNC's determination
- Examine the documents in the file which are the basis for RHASNC's action, and all documents submitted to the hearing officer
- Copy any relevant documents at their expense
- Present any information or witnesses pertinent to the issue of the hearing
- Request that RHASNC staff be available or present at the hearing to answer questions pertinent to the case
- Be represented by legal counsel, advocate, or other designated representative at their own expense as long as RHASNC is notified.

If the family requests copies of documents relevant to the hearing, RHASNC will make the copies for the family and assess a fee according to the Charge & Fee Schedule. In no case will the family be allowed to remove the file from RHASNC's office.

In addition to other rights contained in this chapter, RHASNC and the resident have a right to:

- Present evidence and any information pertinent to the issue of the hearing
- Be notified if the family intends to be represented by legal counsel, advocate, or another party no later than 5 days in advance of the hearing
- Examine and copy any documents to be used by the family prior to the hearing
- Have its attorney present
- Have staff persons and other witnesses' familiar with the case present

The hearing shall concern only the issues for which the family has received the opportunity for hearing. Evidence presented at the hearing may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings. No documents may be presented which have not been provided to the other party before the hearing if requested by the other party. "Documents" includes records and regulations. The hearing officer may ask the family for additional information and/or might adjourn the hearing in order to reconvene at a later date, before reaching a decision. If the family misses an appointment without good cause or deadline ordered by the hearing officer, the action of RHASNC shall take effect and another hearing will not be granted. The hearing officer will determine whether the action, inaction or decision of RHASNC is legal in accordance with HUD regulations and this ACOP based upon the evidence and testimony provided at the hearing. Factual determinations relating to the individual circumstances of the family will be based on a preponderance of the evidence presented at the



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hearing. A notice of the hearing findings shall be provided in writing to RHASNC and the family within ten (10) days and shall include:

- A clear summary of the decision and reasons for the decision
- If the decision involves money owed, the amount owed and documentation of the calculation of monies owed
- Notice that the Code of Civil Procedure, Sect 1094.6 governs the time within which judicial review must be sought
- The date the decision goes into effect
- If the PHA is upheld by the hearing decision a notice of termination of subsidy will be sent effective thirty (30) days from the date of the notice

### **EFFECT OF DECISION**

Except as provided below, the decision of the hearing officer shall be binding. The RHASNC shall take all actions, or refrain from any actions, necessary to carry out the decision within a reasonable time and promptly notifies the resident of its determination. RHASNC is not bound by hearing decisions:

- Which concern matters in which RHASNC is not required to provide an opportunity for a hearing
- Which conflict with or contradict to HUD regulations or requirements
- Which conflict with or contradict federal, state or local laws
- Which exceed the authority of the person conducting the hearing

RHASNC shall send a letter to the participant if it determines the PHA is not bound by the hearing officer's determination within ten (10) days. The letter shall include RHASNC's reasons for the decision. All requests for a hearing, supporting documentation, and a copy of the final decision will be retained in the family's file (except for hearings involving reasonable accommodations, which are kept in a separate file). If the hearing officer's decision upholds RHASNC's decision to evict the resident, RHASNC will proceed with filing an unlawful detainer.

### **E. HEARING AND APPEAL PROVISIONS FOR "RESTRICTIONS ON ASSISTANCE TO NONCITIZENS"**

Assistance to the family may not be delayed, denied or terminated on the basis of immigration status at any time prior to the receipt of the decision on the INS appeal.

Assistance to a family may not be terminated or denied while the hearing is pending but assistance to an applicant may be delayed pending the hearing.

### **INS DETERMINATION OF INELIGIBILITY**



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If a family member claims to be an eligible immigrant and the INS SAVE system and manual search do not verify the claim, RHASNC notifies the applicant or resident within ten (10) days of their right to appeal to the INS within thirty (30) days or to request a formal hearing with RHASNC either in lieu of or subsequent to the INS appeal.

If the family appeals to the INS, they must give RHASNC a copy of the appeal and proof of mailing or RHASNC may proceed to deny or terminate. The time period to request an appeal may be extended by RHASNC for good cause. The request for a hearing must be made within ten days of receipt of the notice offering the hearing or, if an appeal was made to the within ten (10) days of receipt of that notice. After receipt of a request for a formal hearing, the hearing is conducted as described in the "Formal Hearing" section of this chapter for both applicants and participants. If the hearing officer decides that the individual is not eligible, and there are no other eligible family members RHASNC will:

- Deny the applicant family
- Defer termination if the family is a participant and qualifies for deferral
- Terminate the participant if the family does not qualify for deferral

If there are eligible members in the family, RHASNC will offer to prorate assistance or give the family the option to remove the ineligible members. All other complaints related to eligible citizen/immigrant status:

- If any family member fails to provide documentation or certification as required by the regulation, that member is treated as ineligible. If all family members fail to provide documentation, the family will be denied or terminated for failure to provide documentation.
- Participants whose termination is carried out after temporary deferral may not request a hearing since they had an opportunity for a hearing prior to the termination.
- Participants whose assistance is pro-rated (either based on their statement that some members are ineligible or due to failure to verify eligible immigration status for some members after exercising their appeal and hearing rights described above) are entitled to a hearing based on the right to a hearing regarding determinations of the resident's Total Tenant Payment (TTP).
- Families denied or terminated for fraud in connection with the non-citizens rule are entitled to a review or hearing in the same way as terminations for any other type of fraud.

## **F. EXPEDITED GRIEVANCE PROCEDURE**

RHASNC shall exercise its right to exclude the most serious lease violations from the grievance procedures. This includes:

- Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises of other residents or employees of RHASNC; or
- Any violent or drug-related criminal activity on or off such premises; or
- Any criminal activity that resulted in felony conviction of a household member

## **RESIDENT'S RIGHT TO TRIAL DE NOVO AND JUDICIAL REVIEW**

Nothing contained in RHASNC's grievance procedure shall constitute a waiver of the resident's right to a trial de novo or judicial review in any court action.



**Regional Housing Authority of Sutter and Nevada Counties**

1455 Butte House Road, Yuba City, CA 95993

Phone: (530) 671-0220, Toll Free: (888) 671-0220

TTY: (866) 735-2929, Fax: (530) 673-0775

Website: [www.rhasnc.org](http://www.rhasnc.org)

**PLEASE BE ADVISED:**

Grievances involving complaints related to discrimination, harassment, or disability rights will be referred to the Section 504 Coordinator for review. As soon as the grievance is received, it will be reviewed by the Section 504 Coordinator to ensure the complainant's grievance is subject the RHASNC grievance procedures. The coordinator may attempt to resolve the complaint prior to proceeding with a hearing.

Applicants and participants who feel they have been discriminated against on the basis of a disability are entitled to a prompt and equitable resolution; dealing fairly and equally with all concerned. The Section 504 Coordinator, Pattra Runge, can be reached at (530) 671-0220 ext 124.

If you feel that you have been discriminated against on the basis of a disability that you or any household member may have, you have the right to file a complaint with a state and/or federal agency against RHASNC bypassing RHASNC's grievance process. You are not required to file a grievance with RHASNC prior to filing such complaint with a state and/or federal agency.

You may file a discrimination complaint in the following ways:

1. You may file your complaint online directly through HUD's website at [http://portal.hud.gov/hudportal/HUD?src=/topics/housing\\_discrimination](http://portal.hud.gov/hudportal/HUD?src=/topics/housing_discrimination)
2. You can call toll free 1 (800) 669-9777
3. You can go to the website address above and print the Housing Discrimination Complaint form and mail it to:

Office of Fair Housing and Equal Opportunity  
Department of Housing and Urban Development  
Room 5204  
451 Seventh St. SW  
Washington, DC 20410-2000

4. You can write a letter and then mail it to the Fair Housing Hub closest to you.  
Include in your letter:
  - a. Your name
  - b. Your address
  - c. The name and address of the person your complaint is about
  - d. The address of the house or apartment you are trying to rent



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- e. **The date the incident occurred**
- f. **A short description of what happened**
- g. **Mail your letter to:**

**San Francisco Regional Office of FHEO  
U.S. Department of Housing and Urban Development  
600 Harrison Street, 3<sup>rd</sup> Floor  
San Francisco, CA 94107-1387  
(415) 489-6524  
1 (800) 347-6739**

**Grievance procedures shall apply to participants whose reasonable accommodation request has been denied. For a participant whose reasonable accommodation request has been denied; the informal settlement will be conducted by the Section 504 Coordinator.**





**Regional Housing Authority of Sutter and Nevada Counties**  
1455 Butte House Road, Yuba City, CA 95993  
Phone: (530) 671-0220, Toll Free: (888) 671-0220  
TTY: (866) 735-2929, Fax: (530) 673-0775  
Website: www.rhasnc.org

**RESOLUTION 16-1462**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER & NEVADA COUNTIES APPROVAL OF THE ANNUAL UTILITY STUDY AND ALLOWANCE-HOUSING CHOICE VOUCHER PROGRAM**

**WHEREAS**, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) manages up to 1644 Housing Choice Voucher Participants; and

**WHEREAS**, the United States Department of Housing and Urban Development requires an annual study of the utility allowances for jurisdiction; and

**WHEREAS**, the Board of Commissioners of RHASNC has reviewed the information submitted;

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties that:

1. The information provided in the Section 8 Housing Choice Voucher Survey and Study is true and accurate.
2. There was a qualifying change in cost of tenant provided utilities.
3. New utility allowances per the study should be implemented effective November 1, 2016 which are attached.

This Resolution was approved at the Regular Meeting of the Board of Commissioners on September 7, 2016 by the following vote:

AYES:

NAYS: None

ABSTAINED: None

ABSENT: None

ATTEST: \_\_\_\_\_  
Martha Griese, Chairperson

(SEAL)



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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Yuba County</b>		ENERGY STAR <b>See below</b>						Unit Type <b>Single Family House</b>				Date (mm/dd/yyyy) <b>07/22/2016</b> <b>11/1/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$25	\$32	\$29	\$37	\$34	\$43	\$38	\$49	\$43	\$55
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$49	\$66	\$62	\$86	\$84	\$114	\$107	\$135	\$123	\$152	\$137	\$167
	d. Electric Heat Pump	\$27	\$34	\$33	\$45	\$46	\$67	\$64	\$82	\$74	\$92	\$83	\$101
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$14	\$19	\$21	\$26	\$27	\$33	\$32	\$49
<b>Other Electric</b>	a. Electric	\$43	\$52	\$50	\$61	\$70	\$86	\$91	\$115	\$115	\$145	\$139	\$175
<b>Air Conditioning</b>	a. Electric	\$8	\$11	\$11	\$14	\$26	\$36	\$50	\$74	\$83	\$104	\$108	\$132
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$29	\$27	\$37	\$41	\$52	\$51	\$71	\$68	\$103	\$94	\$130
<b>Water</b>		\$28	\$28	\$30	\$30	\$39	\$39	\$53	\$53	\$67	\$67	\$81	\$81
<b>Sewer</b>		\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>	<b>per month cost</b>
Complete below for the actual unit rented.		Heating	
Name of Family		Cooking	
		Other Electric	
		Air Conditioning	
Address of Unit		Water Heating	
		Water	
		Sewer	
		Trash Collection	
Number of Bedrooms		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Yuba County</b>		ENERGY STAR  <b>See below</b>						Unit Type  <b>Single Family Attached</b>				Date (mm/dd/yyyy)  <b>07/22/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$19	\$24	\$23	\$30	\$27	\$34	\$31	\$40	\$35	\$45	\$39	\$50
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$57	\$80	\$79	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$22	\$29	\$28	\$36	\$36	\$52	\$49	\$69	\$63	\$78	\$70	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$42
<b>Other Electric</b>	a. Electric	\$37	\$45	\$43	\$53	\$60	\$73	\$77	\$96	\$96	\$121	\$117	\$147
<b>Air Conditioning</b>	a. Electric	\$10	\$14	\$13	\$18	\$25	\$33	\$41	\$60	\$64	\$88	\$88	\$108
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$30	\$39	\$39	\$51	\$66	\$63	\$91	\$82	\$123
<b>Water</b>		\$28	\$28	\$30	\$30	\$39	\$39	\$53	\$53	\$67	\$67	\$81	\$81
<b>Sewer</b>		\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

**Actual Family Allowances** To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Refrigerator	
<b>Total</b>	<b>\$</b>

Previous editions are obsolete

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ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Yuba County</b>		ENERGY STAR  <b>See below</b>						Unit Type <b>Lowrise Apartment (2 - 4 units)</b>				Date (mm/dd/yyyy) <b>07/22/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$27	\$26	\$33	\$29	\$37	\$31	\$41	\$34	\$45	\$38	\$48
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$56	\$79	\$78	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$23	\$30	\$29	\$38	\$38	\$55	\$52	\$73	\$67	\$83	\$74	\$91
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$40
<b>Other Electric</b>	a. Electric	\$35	\$43	\$42	\$51	\$58	\$71	\$74	\$92	\$92	\$116	\$112	\$141
<b>Air Conditioning</b>	a. Electric	\$11	\$16	\$15	\$20	\$23	\$29	\$32	\$48	\$47	\$69	\$66	\$82
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$34	\$38	\$50	\$51	\$65	\$62	\$88	\$81	\$121
<b>Water</b>		\$28	\$28	\$30	\$30	\$39	\$39	\$53	\$53	\$67	\$67	\$81	\$81
<b>Sewer</b>		\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>		<b>per month cost</b>	
Complete below for the actual unit rented.		Heating			
Name of Family		Cooking			
		Other Electric			
Address of Unit		Air Conditioning			
		Water Heating			
		Water			
		Sewer			
Number of Bedrooms		Trash Collection			
		Refrigerator			
		<b>Total</b>		<b>\$</b>	

Previous editions are obsolete

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ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality		ENERGY STAR		Unit Type								Date (mm/dd/yyyy)	
Yuba County		See below		Larger Apartment Bldgs. (5+ units)								07/22/2016	
Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Space Heating	a. Natural Gas	\$14	\$17	\$17	\$21	\$19	\$25	\$22	\$28	\$25	\$32	\$28	\$36
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$19	\$26	\$24	\$32	\$34	\$47	\$48	\$69	\$66	\$89	\$84	\$105
	d. Electric Heat Pump	\$17	\$22	\$21	\$28	\$27	\$36	\$33	\$50	\$44	\$63	\$57	\$71
Cooking	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$16	\$17	\$23	\$23	\$32	\$31	\$39
Other Electric	a. Electric	\$29	\$35	\$34	\$42	\$48	\$58	\$61	\$74	\$74	\$92	\$89	\$112
Air Conditioning	a. Electric	\$10	\$13	\$12	\$16	\$20	\$25	\$27	\$36	\$35	\$53	\$49	\$72
Water Heating	a. Natural Gas	\$6	\$7	\$7	\$9	\$10	\$13	\$14	\$18	\$18	\$23	\$22	\$28
	b. Electric	\$18	\$22	\$21	\$26	\$28	\$38	\$39	\$50	\$48	\$62	\$56	\$80
Water		\$28	\$28	\$30	\$30	\$39	\$39	\$53	\$53	\$67	\$67	\$81	\$81
Sewer		\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37	\$37
Trash Collection		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
PGE Electric Base Charge		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
PGE Gas Base Charge		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances: To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Refrigerator	
<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Yuba County</b>	ENERGY STAR  <b>See below</b>	Unit Type  <b>Manufactured Homes</b>					Date (mm/dd/yyyy)  <b>07/22/2016</b>
Utility or Service	<b>Monthly Dollar Allowances</b>						
	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	
	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	
	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$31	\$36	\$41	\$46
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$73	\$94	\$110	\$119	\$123	\$126
	d. Electric Heat Pump	\$29	\$37	\$57	\$69	\$78	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$4	\$6	\$7	\$9	\$11
	a. Electric	\$9	\$11	\$19	\$26	\$33	\$49
<b>Other Electric</b>	a. Electric	\$52	\$61	\$86	\$115	\$145	\$175
<b>Air Conditioning</b>	a. Electric	\$14	\$17	\$33	\$62	\$84	\$103
<b>Water Heating</b>	a. Natural Gas	\$9	\$11	\$16	\$23	\$29	\$35
	b. Electric	\$29	\$37	\$52	\$71	\$103	\$130
<b>Water</b>		\$28	\$30	\$39	\$53	\$67	\$81
<b>Sewer</b>		\$37	\$37	\$37	\$37	\$37	\$37
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.	<b>Utility or Service</b>	<b>per month cost</b>
Complete below for the actual unit rented.	Heating	
Name of Family	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water	
	Sewer	
Number of Bedrooms	Trash Collection	
	Refrigerator	
	<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Nevada County</b>		ENERGY STAR <b>See below</b>						Unit Type <b>Single Family House</b>				Date (mm/dd/yyyy) <b>08/08/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$25	\$32	\$29	\$37	\$34	\$43	\$38	\$49	\$43	\$55
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$49	\$66	\$62	\$86	\$84	\$114	\$107	\$135	\$123	\$152	\$137	\$167
	d. Electric Heat Pump	\$27	\$34	\$33	\$45	\$46	\$67	\$64	\$82	\$74	\$92	\$83	\$101
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$14	\$19	\$21	\$26	\$27	\$33	\$32	\$49
<b>Other Electric</b>	a. Electric	\$43	\$52	\$50	\$61	\$70	\$86	\$91	\$115	\$115	\$145	\$139	\$175
<b>Air Conditioning</b>	a. Electric	\$8	\$11	\$11	\$14	\$26	\$36	\$50	\$74	\$83	\$104	\$108	\$132
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$29	\$27	\$37	\$41	\$52	\$51	\$71	\$68	\$103	\$94	\$130
<b>Water</b>		\$52	\$52	\$55	\$55	\$74	\$74	\$103	\$103	\$132	\$132	\$161	\$161
<b>Sewer</b>		\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>	<b>per month cost</b>
Complete below for the actual unit rented.		Heating	
Name of Family		Cooking	
		Other Electric	
		Air Conditioning	
Address of Unit		Water Heating	
		Water	
		Sewer	
		Trash Collection	
Number of Bedrooms		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Nevada County</b>		ENERGY STAR  <b>See below</b>				Unit Type  <b>Single Family Attached</b>				Date (mm/dd/yyyy)  <b>08/08/2016</b>			
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$19	\$24	\$23	\$30	\$27	\$34	\$31	\$40	\$35	\$45	\$39	\$50
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$57	\$80	\$79	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$22	\$29	\$28	\$36	\$36	\$52	\$49	\$69	\$63	\$78	\$70	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$42
<b>Other Electric</b>	a. Electric	\$37	\$45	\$43	\$53	\$60	\$73	\$77	\$96	\$96	\$121	\$117	\$147
<b>Air Conditioning</b>	a. Electric	\$10	\$14	\$13	\$18	\$25	\$33	\$41	\$60	\$64	\$88	\$88	\$108
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$30	\$39	\$39	\$51	\$66	\$63	\$91	\$82	\$123
<b>Water</b>		\$52	\$52	\$55	\$55	\$74	\$74	\$103	\$103	\$132	\$132	\$161	\$161
<b>Sewer</b>		\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3
<b>Actual Family Allowances</b> To be used by the family to compute allowance. Complete below for the actual unit rented.									<b>Utility or Service</b>		<b>per month cost</b>		
Name of Family									Heating				
Address of Unit									Cooking				
									Other Electric				
									Air Conditioning				
									Water Heating				
									Water				
									Sewer				
Number of Bedrooms									Trash Collection				
									Refrigerator				
									<b>Total</b>		<b>\$</b>		

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Nevada County</b>		ENERGY STAR <b>See below</b>						Unit Type <b>Lowrise Apartment (2 - 4 units)</b>				Date (mm/dd/yyyy) <b>08/08/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$27	\$26	\$33	\$29	\$37	\$31	\$41	\$34	\$45	\$38	\$48
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$56	\$79	\$78	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$23	\$30	\$29	\$38	\$38	\$55	\$52	\$73	\$67	\$83	\$74	\$91
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$40
<b>Other Electric</b>	a. Electric	\$35	\$43	\$42	\$51	\$58	\$71	\$74	\$92	\$92	\$116	\$112	\$141
<b>Air Conditioning</b>	a. Electric	\$11	\$16	\$15	\$20	\$23	\$29	\$32	\$48	\$47	\$69	\$66	\$82
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$34	\$38	\$50	\$51	\$65	\$62	\$88	\$81	\$121
<b>Water</b>		\$52	\$52	\$55	\$55	\$74	\$74	\$103	\$103	\$132	\$132	\$161	\$161
<b>Sewer</b>		\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>		<b>per month cost</b>	
Complete below for the actual unit rented.		Heating			
Name of Family		Cooking			
		Other Electric			
Address of Unit		Air Conditioning			
		Water Heating			
		Water			
		Sewer			
Number of Bedrooms		Trash Collection			
		Refrigerator			
		<b>Total</b>		<b>\$</b>	

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Nevada County</b>		ENERGY STAR <b>See below</b>						Unit Type <b>Larger Apartment Bldgs. (5+ units)</b>				Date (mm/dd/yyyy) <b>08/08/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$14	\$17	\$17	\$21	\$19	\$25	\$22	\$28	\$25	\$32	\$28	\$36
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$19	\$26	\$24	\$32	\$34	\$47	\$48	\$69	\$66	\$89	\$84	\$105
	d. Electric Heat Pump	\$17	\$22	\$21	\$28	\$27	\$36	\$33	\$50	\$44	\$63	\$57	\$71
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$16	\$17	\$23	\$23	\$32	\$31	\$39
<b>Other Electric</b>	a. Electric	\$29	\$35	\$34	\$42	\$48	\$58	\$61	\$74	\$74	\$92	\$89	\$112
<b>Air Conditioning</b>	a. Electric	\$10	\$13	\$12	\$16	\$20	\$25	\$27	\$36	\$35	\$53	\$49	\$72
<b>Water Heating</b>	a. Natural Gas	\$6	\$7	\$7	\$9	\$10	\$13	\$14	\$18	\$18	\$23	\$22	\$28
	b. Electric	\$18	\$22	\$21	\$26	\$28	\$38	\$39	\$50	\$48	\$62	\$56	\$80
<b>Water</b>		\$52	\$52	\$55	\$55	\$74	\$74	\$103	\$103	\$132	\$132	\$161	\$161
<b>Sewer</b>		\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$42	\$424	\$42	\$42
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family	Utility or Service	per month cost
	Heating	
Address of Unit	Cooking	
	Other Electric	
	Air Conditioning	
Number of Bedrooms	Water Heating	
	Water	
	Sewer	
Number of Bedrooms	Trash Collection	
	Refrigerator	
	<b>Total</b>	<b>\$</b>

Previous editions are obsolete

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ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Nevada County</b>	ENERGY STAR  <b>See below</b>	Unit Type  <b>Manufactured Homes</b>	Date (mm/dd/yyyy)  <b>08/08/2016</b>				
Utility or Service	<b>Monthly Dollar Allowances</b>						
	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	
	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>
	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$31	\$36	\$41	\$46
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$73	\$94	\$110	\$119	\$123	\$126
	d. Electric Heat Pump	\$29	\$37	\$57	\$69	\$78	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$4	\$6	\$7	\$9	\$11
	a. Electric	\$9	\$11	\$19	\$26	\$33	\$49
<b>Other Electric</b>	a. Electric	\$52	\$61	\$86	\$115	\$145	\$175
<b>Air Conditioning</b>	a. Electric	\$14	\$17	\$33	\$62	\$84	\$103
<b>Water Heating</b>	a. Natural Gas	\$9	\$11	\$16	\$23	\$29	\$35
	b. Electric	\$29	\$37	\$52	\$71	\$103	\$130
<b>Water</b>		\$52	\$55	\$74	\$103	\$132	\$161
<b>Sewer</b>		\$42	\$42	\$42	\$42	\$42	\$42
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family	Utility or Service	per month cost
	Heating	
Address of Unit	Cooking	
	Other Electric	
	Air Conditioning	
Number of Bedrooms	Water Heating	
	Water	
	Sewer	
	Trash Collection	
	Refrigerator	
	<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52867 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Colusa County</b>		ENERGY STAR  <b>See below</b>						Unit Type  <b>Single Family House</b>				Date (mm/dd/yyyy)  <b>08/08/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$25	\$32	\$29	\$37	\$34	\$43	\$38	\$49	\$43	\$55
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$49	\$66	\$62	\$86	\$84	\$114	\$107	\$135	\$123	\$152	\$137	\$167
	d. Electric Heat Pump	\$27	\$34	\$33	\$45	\$46	\$67	\$64	\$82	\$74	\$92	\$83	\$101
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$14	\$19	\$21	\$26	\$27	\$33	\$32	\$49
<b>Other Electric</b>	a. Electric	\$43	\$52	\$50	\$61	\$70	\$86	\$91	\$115	\$115	\$145	\$139	\$175
<b>Air Conditioning</b>	a. Electric	\$8	\$11	\$11	\$14	\$26	\$36	\$50	\$74	\$83	\$104	\$108	\$132
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$29	\$27	\$37	\$41	\$52	\$51	\$71	\$68	\$103	\$94	\$130
<b>Water</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Sewer</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>		<b>per month cost</b>	
Complete below for the actual unit rented.		Heating			
Name of Family		Cooking			
		Other Electric			
Address of Unit		Air Conditioning			
		Water Heating			
		Water			
		Sewer			
Number of Bedrooms		Trash Collection			
		Refrigerator			
		<b>Total</b>		<b>\$</b>	

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Colusa County</b>		ENERGY STAR <b>See below</b>				Unit Type <b>Single Family Attached</b>				Date (mm/dd/yyyy) <b>08/08/2016</b>			
Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
<b>Space Heating</b>	a. Natural Gas	\$19	\$24	\$23	\$30	\$27	\$34	\$31	\$40	\$35	\$45	\$39	\$50
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$57	\$80	\$79	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$22	\$29	\$28	\$36	\$36	\$52	\$49	\$69	\$63	\$78	\$70	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$42
<b>Other Electric</b>	a. Electric	\$37	\$45	\$43	\$53	\$60	\$73	\$77	\$96	\$96	\$121	\$117	\$147
<b>Air Conditioning</b>	a. Electric	\$10	\$14	\$13	\$18	\$25	\$33	\$41	\$60	\$64	\$88	\$88	\$108
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$30	\$39	\$39	\$51	\$66	\$63	\$91	\$82	\$123
<b>Water</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Sewer</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.		Utility or Service	per month cost
Complete below for the actual unit rented.		Heating	
Name of Family		Cooking	
		Other Electric	
Address of Unit		Air Conditioning	
		Water Heating	
		Water	
		Sewer	
Number of Bedrooms		Trash Collection	
		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Colusa County</b>		ENERGY STAR <b>See below</b>				Unit Type <b>Lowrise Apartment (2 - 4 units)</b>				Date (mm/dd/yyyy) <b>08/08/2016</b>			
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$27	\$26	\$33	\$29	\$37	\$31	\$41	\$34	\$45	\$38	\$48
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$56	\$79	\$78	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$23	\$30	\$29	\$38	\$38	\$55	\$52	\$73	\$67	\$83	\$74	\$91
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$40
<b>Other Electric</b>	a. Electric	\$35	\$43	\$42	\$51	\$58	\$71	\$74	\$92	\$92	\$116	\$112	\$141
<b>Air Conditioning</b>	a. Electric	\$11	\$16	\$15	\$20	\$23	\$29	\$32	\$48	\$47	\$69	\$66	\$82
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$34	\$38	\$50	\$51	\$65	\$62	\$88	\$81	\$121
<b>Water</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Sewer</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>	<b>per month cost</b>
Complete below for the actual unit rented.		Heating	
Name of Family		Cooking	
		Other Electric	
Address of Unit		Air Conditioning	
		Water Heating	
		Water	
		Sewer	
Number of Bedrooms		Trash Collection	
		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Colusa County</b>		ENERGY STAR  <b>See below</b>						Unit Type  <b>Larger Apartment Bldgs. (5+ units)</b>				Date (mm/dd/yyyy)  <b>08/08/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$14	\$17	\$17	\$21	\$19	\$25	\$22	\$28	\$25	\$32	\$28	\$36
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$19	\$26	\$24	\$32	\$34	\$47	\$48	\$69	\$66	\$89	\$84	\$105
	d. Electric Heat Pump	\$17	\$22	\$21	\$28	\$27	\$36	\$33	\$50	\$44	\$63	\$57	\$71
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$16	\$17	\$23	\$23	\$32	\$31	\$39
<b>Other Electric</b>	a. Electric	\$29	\$35	\$34	\$42	\$48	\$58	\$61	\$74	\$74	\$92	\$89	\$112
<b>Air Conditioning</b>	a. Electric	\$10	\$13	\$12	\$16	\$20	\$25	\$27	\$36	\$35	\$53	\$49	\$72
<b>Water Heating</b>	a. Natural Gas	\$6	\$7	\$7	\$9	\$10	\$13	\$14	\$18	\$18	\$23	\$22	\$28
	b. Electric	\$18	\$22	\$21	\$26	\$28	\$38	\$39	\$50	\$48	\$62	\$56	\$80
<b>Water</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Sewer</b>		\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>		<b>per month cost</b>	
Complete below for the actual unit rented.		Heating			
Name of Family		Cooking			
		Other Electric			
		Air Conditioning			
Address of Unit		Water Heating			
		Water			
		Sewer			
		Trash Collection			
Number of Bedrooms		Refrigerator			
		<b>Total</b>		<b>\$</b>	

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Colusa County</b>		ENERGY STAR <b>See below</b>			Unit Type <b>Manufactured Homes</b>		Date (mm/dd/yyyy) <b>08/08/2016</b>
Utility or Service		<b>Monthly Dollar Allowances</b>					
		<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
		<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>
		<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$31	\$36	\$41	\$46
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$73	\$94	\$110	\$119	\$123	\$126
	d. Electric Heat Pump	\$29	\$37	\$57	\$69	\$78	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$4	\$6	\$7	\$9	\$11
	a. Electric	\$9	\$11	\$19	\$26	\$33	\$49
<b>Other Electric</b>	a. Electric	\$52	\$61	\$86	\$115	\$145	\$175
<b>Air Conditioning</b>	a. Electric	\$14	\$17	\$33	\$62	\$84	\$103
<b>Water Heating</b>	a. Natural Gas	\$9	\$11	\$16	\$23	\$29	\$35
	b. Electric	\$29	\$37	\$52	\$71	\$103	\$130
<b>Water</b>		\$20	\$20	\$20	\$20	\$20	\$20
<b>Sewer</b>		\$20	\$20	\$20	\$20	\$20	\$20
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.		<b>Utility or Service</b>		<b>per month cost</b>	
Complete below for the actual unit rented.		Heating			
Name of Family		Cooking			
		Other Electric			
		Air Conditioning			
Address of Unit		Water Heating			
		Water			
		Sewer			
		Trash Collection			
Number of Bedrooms		Refrigerator			
		<b>Total</b>		<b>\$</b>	

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8



**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County II</b>		ENERGY STAR  <b>See below</b>						Unit Type  <b>Single Family House</b>				Date (mm/dd/yyyy)  <b>07/28/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$25	\$32	\$29	\$37	\$34	\$43	\$38	\$49	\$43	\$55
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$49	\$66	\$62	\$86	\$84	\$114	\$107	\$135	\$123	\$152	\$137	\$167
	d. Electric Heat Pump	\$27	\$34	\$33	\$45	\$46	\$67	\$64	\$82	\$74	\$92	\$83	\$101
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$14	\$19	\$21	\$26	\$27	\$33	\$32	\$49
<b>Other Electric</b>	a. Electric	\$43	\$52	\$50	\$61	\$70	\$86	\$91	\$115	\$115	\$145	\$139	\$175
<b>Air Conditioning</b>	a. Electric	\$8	\$11	\$11	\$14	\$26	\$36	\$50	\$74	\$83	\$104	\$108	\$132
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$29	\$27	\$37	\$41	\$52	\$51	\$71	\$68	\$103	\$94	\$130
<b>Water</b>		\$35	\$35	\$36	\$36	\$46	\$46	\$61	\$61	\$75	\$75	\$90	\$90
<b>Sewer</b>		\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Refrigerator	
<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality		ENERGY STAR				Unit Type				Date (mm/dd/yyyy)			
Sutter County II		See below				Single Family Attached				07/28/2016			
Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Space Heating	a. Natural Gas	\$19	\$24	\$23	\$30	\$27	\$34	\$31	\$40	\$35	\$45	\$39	\$50
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$57	\$80	\$79	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$22	\$29	\$28	\$36	\$36	\$52	\$49	\$69	\$63	\$78	\$70	\$86
Cooking	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$42
Other Electric	a. Electric	\$37	\$45	\$43	\$53	\$60	\$73	\$77	\$96	\$96	\$121	\$117	\$147
Air Conditioning	a. Electric	\$10	\$14	\$13	\$18	\$25	\$33	\$41	\$60	\$64	\$88	\$88	\$108
Water Heating	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$30	\$39	\$39	\$51	\$66	\$63	\$91	\$82	\$123
Water		\$35	\$35	\$36	\$36	\$46	\$46	\$61	\$61	\$75	\$75	\$90	\$90
Sewer		\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32
Trash Collection		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
PGE Electric Base Charge		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
PGE Gas Base Charge		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Utility or Service	per month cost
Heating	
Cooking	
Other Electric	
Air Conditioning	
Water Heating	
Water	
Sewer	
Trash Collection	
Refrigerator	
<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County II</b>		ENERGY STAR <b>See below</b>				Unit Type <b>Lowrise Apartment (2 - 4 units)</b>				Date (mm/dd/yyyy) <b>07/28/2016</b>			
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$27	\$26	\$33	\$29	\$37	\$31	\$41	\$34	\$45	\$38	\$48
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$56	\$79	\$78	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$23	\$30	\$29	\$38	\$38	\$55	\$52	\$73	\$67	\$83	\$74	\$91
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$40
<b>Other Electric</b>	a. Electric	\$35	\$43	\$42	\$51	\$58	\$71	\$74	\$92	\$92	\$116	\$112	\$141
<b>Air Conditioning</b>	a. Electric	\$11	\$16	\$15	\$20	\$23	\$29	\$32	\$48	\$47	\$69	\$66	\$82
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$34	\$38	\$50	\$51	\$65	\$62	\$88	\$81	\$121
<b>Water</b>		\$35	\$35	\$36	\$36	\$46	\$46	\$61	\$61	\$75	\$75	\$90	\$90
<b>Sewer</b>		\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>	<b>per month cost</b>
Complete below for the actual unit rented.		Heating	
Name of Family		Cooking	
		Other Electric	
		Air Conditioning	
Address of Unit		Water Heating	
		Water	
		Sewer	
		Trash Collection	
Number of Bedrooms		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.6

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locally <b>Sutter County II</b>	ENERGY STAR  <b>See below</b>		Unit Type  <b>Larger Apartment Bldgs. (5+ units)</b>						Date (mm/dd/yyyy)  <b>07/28/2016</b>				
Utility or Service	<b>Monthly Dollar Allowances</b>												
	<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>		
	<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		
	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	
<b>Space Heating</b>	a. Natural Gas	\$14	\$17	\$17	\$21	\$19	\$25	\$22	\$28	\$25	\$32	\$28	\$36
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$19	\$26	\$24	\$32	\$34	\$47	\$48	\$69	\$66	\$89	\$84	\$105
	d. Electric Heat Pump	\$17	\$22	\$21	\$28	\$27	\$36	\$33	\$50	\$44	\$63	\$57	\$71
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$16	\$17	\$23	\$23	\$32	\$31	\$39
<b>Other Electric</b>	a. Electric	\$29	\$35	\$34	\$42	\$48	\$58	\$61	\$74	\$74	\$92	\$89	\$112
<b>Air Conditioning</b>	a. Electric	\$10	\$13	\$12	\$16	\$20	\$25	\$27	\$36	\$35	\$53	\$49	\$72
<b>Water Heating</b>	a. Natural Gas	\$6	\$7	\$7	\$9	\$10	\$13	\$14	\$18	\$18	\$23	\$22	\$28
	b. Electric	\$18	\$22	\$21	\$26	\$28	\$38	\$39	\$50	\$48	\$62	\$56	\$80
<b>Water</b>		\$35	\$35	\$36	\$36	\$46	\$46	\$61	\$61	\$75	\$75	\$90	\$90
<b>Sewer</b>		\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32	\$32
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance.		<b>Utility or Service</b>	<b>per month cost</b>
Complete below for the actual unit rented.		Heating	
Name of Family		Cooking	
		Other Electric	
		Air Conditioning	
Address of Unit		Water Heating	
		Water	
		Sewer	
		Trash Collection	
Number of Bedrooms		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County II</b>		ENERGY STAR <b>See below</b>			Unit Type <b>Manufactured Homes</b>		Date (mm/dd/yyyy) <b>07/28/2016</b>
Utility or Service		<b>Monthly Dollar Allowances</b>					
		<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
		<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>
		N/A	N/A	N/A	N/A	N/A	N/A
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$31	\$36	\$41	\$46
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$73	\$94	\$110	\$119	\$123	\$126
	d. Electric Heat Pump	\$29	\$37	\$57	\$69	\$78	\$86
<b>Cooking</b>	a. Natural Gas	\$3	\$4	\$6	\$7	\$9	\$11
	a. Electric	\$9	\$11	\$19	\$26	\$33	\$49
<b>Other Electric</b>	a. Electric	\$52	\$61	\$86	\$115	\$145	\$175
<b>Air Conditioning</b>	a. Electric	\$14	\$17	\$33	\$62	\$84	\$103
<b>Water Heating</b>	a. Natural Gas	\$9	\$11	\$16	\$23	\$29	\$35
	b. Electric	\$29	\$37	\$52	\$71	\$103	\$130
<b>Water</b>		\$35	\$36	\$46	\$61	\$75	\$90
<b>Sewer</b>		\$32	\$32	\$32	\$32	\$32	\$32
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3

**Actual Family Allowances** To be used by the family to compute allowance.

Complete below for the actual unit rented.

		Utility or Service	per month cost
		Heating	
Name of Family		Cooking	
		Other Electric	
Address of Unit		Air Conditioning	
		Water Heating	
		Water	
		Sewer	
Number of Bedrooms		Trash Collection	
		Refrigerator	
		<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County I</b> <i>(City of Live Oak)</i>	ENERGY STAR <b>See below</b>	Unit Type <b>Lowrise Apartment (2 - 4 units)</b>	Date (mm/dd/yyyy) <b>07/27/2016</b>
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Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
<b>Space Heating</b>	a. Natural Gas	\$21	\$27	\$26	\$33	\$29	\$37	\$31	\$41	\$34	\$45	\$38	\$48
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$56	\$79	\$78	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$23	\$30	\$29	\$38	\$38	\$55	\$52	\$73	\$67	\$83	\$74	\$91
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$40
<b>Other Electric</b>	a. Electric	\$35	\$43	\$42	\$51	\$58	\$71	\$74	\$92	\$92	\$116	\$112	\$141
<b>Air Conditioning</b>	a. Electric	\$11	\$16	\$15	\$20	\$23	\$29	\$32	\$48	\$47	\$69	\$66	\$82
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$34	\$38	\$50	\$51	\$65	\$62	\$88	\$81	\$121
<b>Water</b>		\$22	\$22	\$22	\$22	\$29	\$29	\$42	\$42	\$54	\$54	\$67	\$67
<b>Sewer</b>		\$27	\$27	\$28	\$28	\$39	\$39	\$54	\$54	\$70	\$70	\$86	\$86
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.	Utility or Service	per month cost
Complete below for the actual unit rented.	Heating	
Name of Family	Cooking	
	Other Electric	
Address of Unit	Air Conditioning	
	Water Heating	
	Water	
	Sewer	
	Trash Collection	
Number of Bedrooms	Refrigerator	
	<b>Total</b>	\$

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Southern County I (City of Live Oak)</b>	ENERGY STAR <b>See below</b>	Unit Type <b>Larger Apartment Bldgs. (5+ units)</b>	Date (mm/dd/yyyy) <b>07/27/2016</b>
---	---------------------------------	--	--

Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
<b>Space Heating</b>	a. Natural Gas	\$14	\$17	\$17	\$21	\$19	\$25	\$22	\$28	\$25	\$32	\$28	\$36
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$19	\$26	\$24	\$32	\$34	\$47	\$48	\$69	\$66	\$89	\$84	\$105
	d. Electric Heat Pump	\$17	\$22	\$21	\$28	\$27	\$36	\$33	\$50	\$44	\$63	\$57	\$71
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$16	\$17	\$23	\$23	\$32	\$31	\$39
<b>Other Electric</b>	a. Electric	\$29	\$35	\$34	\$42	\$48	\$58	\$61	\$74	\$74	\$92	\$89	\$112
<b>Air Conditioning</b>	a. Electric	\$10	\$13	\$12	\$16	\$20	\$25	\$27	\$36	\$35	\$53	\$49	\$72
<b>Water Heating</b>	a. Natural Gas	\$6	\$7	\$7	\$9	\$10	\$13	\$14	\$18	\$18	\$23	\$22	\$28
	b. Electric	\$18	\$22	\$21	\$26	\$28	\$38	\$39	\$50	\$48	\$62	\$56	\$80
<b>Water</b>		\$22	\$22	\$22	\$22	\$29	\$29	\$42	\$42	\$54	\$54	\$67	\$67
<b>Sewer</b>		\$27	\$27	\$28	\$28	\$39	\$39	\$54	\$54	\$70	\$70	\$86	\$86
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

<b>Actual Family Allowances</b> To be used by the family to compute allowance. Complete below for the actual unit rented.	<b>Utility or Service</b>	<b>per month cost</b>
Name of Family	Heating	
Address of Unit	Cooking	
	Other Electric	
	Air Conditioning	
	Water Heating	
	Water	
Number of Bedrooms	Sewer	
	Trash Collection	
	Refrigerator	
	<b>Total</b>	\$

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbookk 7420.8

**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County I</b> <i>(City of Live Oak)</i>		ENERGY STAR  See below				Unit Type  Single Family Attached				Date (mm/dd/yyyy)  07/27/2016			
Utility or Service		Monthly Dollar Allowances											
		0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR		ENERGY STAR	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Space Heating	a. Natural Gas	\$19	\$24	\$23	\$30	\$27	\$34	\$31	\$40	\$35	\$45	\$39	\$50
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$31	\$41	\$39	\$53	\$57	\$80	\$79	\$105	\$100	\$124	\$115	\$141
	d. Electric Heat Pump	\$22	\$29	\$28	\$36	\$36	\$52	\$49	\$69	\$63	\$78	\$70	\$86
Cooking	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$13	\$17	\$19	\$26	\$26	\$32	\$32	\$42
Other Electric	a. Electric	\$37	\$45	\$43	\$53	\$60	\$73	\$77	\$96	\$96	\$121	\$117	\$147
Air Conditioning	a. Electric	\$10	\$14	\$13	\$18	\$25	\$33	\$41	\$60	\$64	\$88	\$88	\$108
Water Heating	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$28	\$26	\$30	\$39	\$39	\$51	\$66	\$63	\$91	\$82	\$123
Water		\$22	\$22	\$22	\$22	\$29	\$29	\$42	\$42	\$54	\$54	\$67	\$67
Sewer		\$27	\$27	\$28	\$28	\$39	\$39	\$54	\$54	\$70	\$70	\$86	\$86
Trash Collection		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
PGE Electric Base Charge		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
PGE Gas Base Charge		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3
Actual Family Allowances To be used by the family to compute allowance. Complete below for the actual unit rented.								Utility or Service		per month cost			
Name of Family								Heating					
Address of Unit								Cooking					
Number of Bedrooms								Other Electric					
								Air Conditioning					
								Water Heating					
								Water					
								Sewer					
								Trash Collection					
								Refrigerator					
								<b>Total</b>		<b>\$</b>			

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County I (City of Live Oak)</b>		ENERGY STAR <b>See below</b>						Unit Type <b>Single Family House</b>				Date (mm/dd/yyyy) <b>07/27/2016</b>	
Utility or Service		<b>Monthly Dollar Allowances</b>											
		<b>0 BR</b>		<b>1 BR</b>		<b>2 BR</b>		<b>3 BR</b>		<b>4 BR</b>		<b>5 BR</b>	
		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>		<b>ENERGY STAR</b>	
		<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>NO</b>
<b>Space Heating</b>	a. Natural Gas	\$21	\$26	\$25	\$32	\$29	\$37	\$34	\$43	\$38	\$49	\$43	\$55
	b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
	b. Electric Resistance	\$49	\$66	\$62	\$86	\$84	\$114	\$107	\$135	\$123	\$152	\$137	\$167
	d. Electric Heat Pump	\$27	\$34	\$33	\$45	\$46	\$67	\$64	\$82	\$74	\$92	\$89	\$101
<b>Cooking</b>	a. Natural Gas	\$3	\$3	\$3	\$4	\$5	\$6	\$6	\$7	\$7	\$9	\$9	\$11
	a. Electric	\$8	\$9	\$9	\$11	\$14	\$19	\$21	\$26	\$27	\$33	\$32	\$49
<b>Other Electric</b>	a. Electric	\$43	\$52	\$50	\$61	\$70	\$86	\$91	\$115	\$115	\$145	\$139	\$175
<b>Air Conditioning</b>	a. Electric	\$8	\$11	\$11	\$14	\$26	\$36	\$50	\$74	\$83	\$104	\$108	\$132
<b>Water Heating</b>	a. Natural Gas	\$7	\$9	\$9	\$11	\$13	\$16	\$18	\$23	\$23	\$29	\$28	\$35
	b. Electric	\$22	\$29	\$27	\$37	\$41	\$52	\$51	\$71	\$68	\$103	\$94	\$130
<b>Water</b>		\$22	\$22	\$22	\$22	\$29	\$29	\$42	\$42	\$54	\$54	\$67	\$67
<b>Sewer</b>		\$27	\$27	\$28	\$28	\$39	\$39	\$54	\$54	\$70	\$70	\$86	\$86
<b>Trash Collection</b>		\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12	\$12
<b>PGE Electric Base Charge</b>		\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
<b>PGE Gas Base Charge</b>		\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3	\$3

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family	Utility or Service	per month cost
	Heating	
Address of Unit	Cooking	
	Other Electric	
	Air Conditioning	
Number of Bedrooms	Water Heating	
	Water	
	Sewer	
	Trash Collection	
	Refrigerator	
	<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Allowances for Tenant-Furnished Utilities and Other Services**

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

OMB Approval No. 2577-0169  
(exp. 04/30/2018)

Locality <b>Sutter County I</b> <i>(City of Live Oak)</i>	ENERGY STAR  <b>See below</b>	Unit Type <b>Manufactured Homes</b>					Date (mm/dd/yyyy) <b>07/27/2016</b>
Utility or Service	<b>Monthly Dollar Allowances</b>						
	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	
	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	<b>ENERGY STAR</b>	
	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	
<b>Space Heating</b>							
a. Natural Gas	\$21	\$26	\$31	\$36	\$41	\$46	
b. Bottle Gas	\$10	\$10	\$10	\$10	\$10	\$10	
b. Electric Resistance	\$73	\$94	\$110	\$119	\$123	\$126	
d. Electric Heat Pump	\$29	\$37	\$57	\$69	\$78	\$86	
<b>Cooking</b>							
a. Natural Gas	\$3	\$4	\$6	\$7	\$9	\$11	
a. Electric	\$9	\$11	\$19	\$26	\$33	\$49	
<b>Other Electric</b>							
a. Electric	\$52	\$61	\$86	\$115	\$145	\$175	
<b>Air Conditioning</b>							
a. Electric	\$14	\$17	\$33	\$62	\$84	\$103	
<b>Water Heating</b>							
a. Natural Gas	\$9	\$11	\$16	\$23	\$29	\$35	
b. Electric	\$29	\$37	\$52	\$71	\$103	\$130	
<b>Water</b>	\$22	\$22	\$29	\$42	\$54	\$67	
<b>Sewer</b>	\$27	\$28	\$39	\$54	\$70	\$86	
<b>Trash Collection</b>	\$12	\$12	\$12	\$12	\$12	\$12	
<b>PGE Electric Base Charge</b>	\$5	\$5	\$5	\$5	\$5	\$5	
<b>PGE Gas Base Charge</b>	\$3	\$3	\$3	\$3	\$3	\$3	

Actual Family Allowances To be used by the family to compute allowance.

Complete below for the actual unit rented.

Name of Family	Utility or Service	per month cost
	Heating	
Address of Unit	Cooking	
	Other Electric	
	Air Conditioning	
Number of Bedrooms	Water Heating	
	Water	
	Sewer	
Number of Bedrooms	Trash Collection	
	Refrigerator	
	<b>Total</b>	<b>\$</b>

Previous editions are obsolete

form HUD-52667 (04/15) (modified)  
ref. Handbook 7420.8

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**Regional Housing Authority of Sutter and Nevada Counties**  
1455 Butte House Road, Yuba City, CA 95993  
Phone: (530) 671-0220, Toll Free: (888) 671-0220  
TTY: (866) 735-2929, Fax: (530) 673-0775  
Website: www.rhasnc.org

**RESOLUTION 16-1463**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES APPROVAL OF THE PUBLIC HOUSING ANNUAL UTILITY STUDY AND ALLOWANCE**

**WHEREAS**, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) owns and manages 173 units of Public Housing; and

**WHEREAS**, the United States Department of Housing and Urban Development requires an annual study of the utility allowances for each complex; and

**WHEREAS**, the Board of Commissioners of RHASNC has reviewed the information submitted;

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties that:

1. The information provided in the Public Housing Survey and Study is true and accurate.
2. There was a qualifying change in cost of tenant provided utilities.
3. All residents have been given proper notice and have been encouraged to review the proposed utility allowances and support documentation.

New utility allowances per the study should be implemented effective October 1, 2016 which are as follows:



*The Housing Authority is an equal opportunity employer and housing provider.*



Property	Bedroom Size	Allowance
Date Street	1	\$ 44.00
	2	\$ 56.00
Joann	1	\$ 44.00
Rich Garden NON Rehab	2	\$ 57.00
Rich 476 Garden	Studio	\$ 39.00
	1	\$ 39.00
Rich Rehab Units	2	\$ 59.00
	3	\$ 72.00
	4	\$ 83.00
	5	\$ 95.00

This Resolution was approved at the Regular Meeting of the Board of Commissioners on September 7, 2016 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: \_\_\_\_\_  
Martha Griese, Chairperson

(SEAL)



**Regional Housing Authority of Sutter and Nevada Counties**  
1455 Butte House Road, Yuba City, CA 95993  
Phone: (530) 671-0220, Toll Free: (888) 671-0220  
TTY: (866) 735-2929, Fax: (530) 673-0775  
Website: www.rhasnc.org

**RESOLUTION NO. 16-1464**

**RESOLUTION APPROVING DESIGNATED HOUSING PLAN FOR LIVE OAK SENIOR VILLAGE & RIVER CITY MANOR HOUSING DEVELOPMENTS**

WHEREAS, because the Regional Housing Authority of Sutter and a Counties (RHASNC) recognizes the continuing need to provide affordable housing for its elderly and disabled population; and

WHEREAS, RHASNC developed both housing sites to be used as housing opportunities for elderly and/or disabled households and has operated both housing developments accordingly; and

WHEREAS, the Department of Housing & Urban Development has not yet approved a formal Designated Housing Plan for Live Oak Senior Village and River City Manor.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties wishes to continue to utilize the Live Oak Senior Village and River City Manor developments as housing for elderly and/or disabled households and hereby approves the Designated Housing Plan as presented, dated June, 2016 and authorizes its submission to HUD.

FURTHER, BE IT RESOLVED that the Executive Director is hereby designated as the RHASNC's official representative in this regard and authorized to effect any changes or negotiations required for approval of the plan and to otherwise act on RHASNC's behalf.

FURTHER, BE IT RESOLVED that it is understood that any changes in the above approval by the Board of Commissioners will require reconsideration by the Board and a subsequent resolution approving the action, pending approval by HUD.

This Resolution was approved at the regular meeting of the Board of Commissioners this 7<sup>th</sup> day of September, 2016.

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: \_\_\_\_\_  
Chairperson, Martha Griese

(SEAL)



*The Housing Authority is an equal opportunity employer and housing provider.*



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**Secretary/Treasurer's Certificate**

The undersigned Secretary/Treasurer of the Regional Housing Authority of Sutter and Nevada Counties, DOES HEREBY CERTIFY that the foregoing pages of typewritten matter constitute a true and correct copy of the resolution adopted on September 7, 2016 by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties (RHASNC) in a meeting duly called and assembled, which was open to the public and at which a quorum was present and acting throughout, and that the original of said resolution appears of record in the Minute Book of RHASNC which is in the undersigned's custody and control.

WITNESS my hand and the official seal of the Issuers, this 7<sup>th</sup> day of September, 2016.

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Secretary/Treasurer  
Regional Housing Authority of Sutter and Nevada Counties

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REGIONAL HOUSING AUTHORITY  
OF SUTTER AND NEVADA COUNTIES

STAFF REPORT

Date: September 7, 2016  
To: Board of Commissioners  
From: Beckie Flores, Assistant Manager – Planning & Community Development

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SUBJECT: Designated Housing Plan for Live Oak Senior Village and River City Manor Properties

RECOMMENDATION: Adopt a resolution approving a Designated Housing Plan officially designating Live Oak Senior Village and River City Manor properties for elderly and disabled families and authorizing its submission to HUD

FISCAL IMPACT: None

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**Background:**

The U.S. Department of Housing and Urban Development (HUD) has requested that the Housing Authority prepare a Designated Housing Plan (DHP) to officially designate the Live Oak Senior Village (Live Oak) and River City Manor (Yuba City) properties for elderly and disabled families. Although the properties have historically been occupied by elderly and disabled households since they were built, the official designation was never made with HUD who currently has these properties listed as units available to the general population.

In order to correct this and officially designate the properties for elderly and disabled populations, the Housing Authority engaged the services of Nan McKay to prepare the DHP which evaluates current market conditions, the need for housing for the elderly and disabled, and how the River City Manor and Live Oak Senior Village properties provide for the needs of seniors and disabled households. If the Board approves the DHP, it will then be submitted to HUD for final acceptance.

**Recommendation:**

Staff recommends that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties adopt a resolution approving a Designated Housing Plan officially

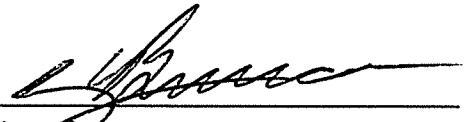
designating Live Oak Senior Village and River City Manor properties for elderly and disabled families and authorizing its submission to HUD.

Prepared by:



Beckie Flores  
Assistant Manager  
Planning & Community Development

Submitted by:

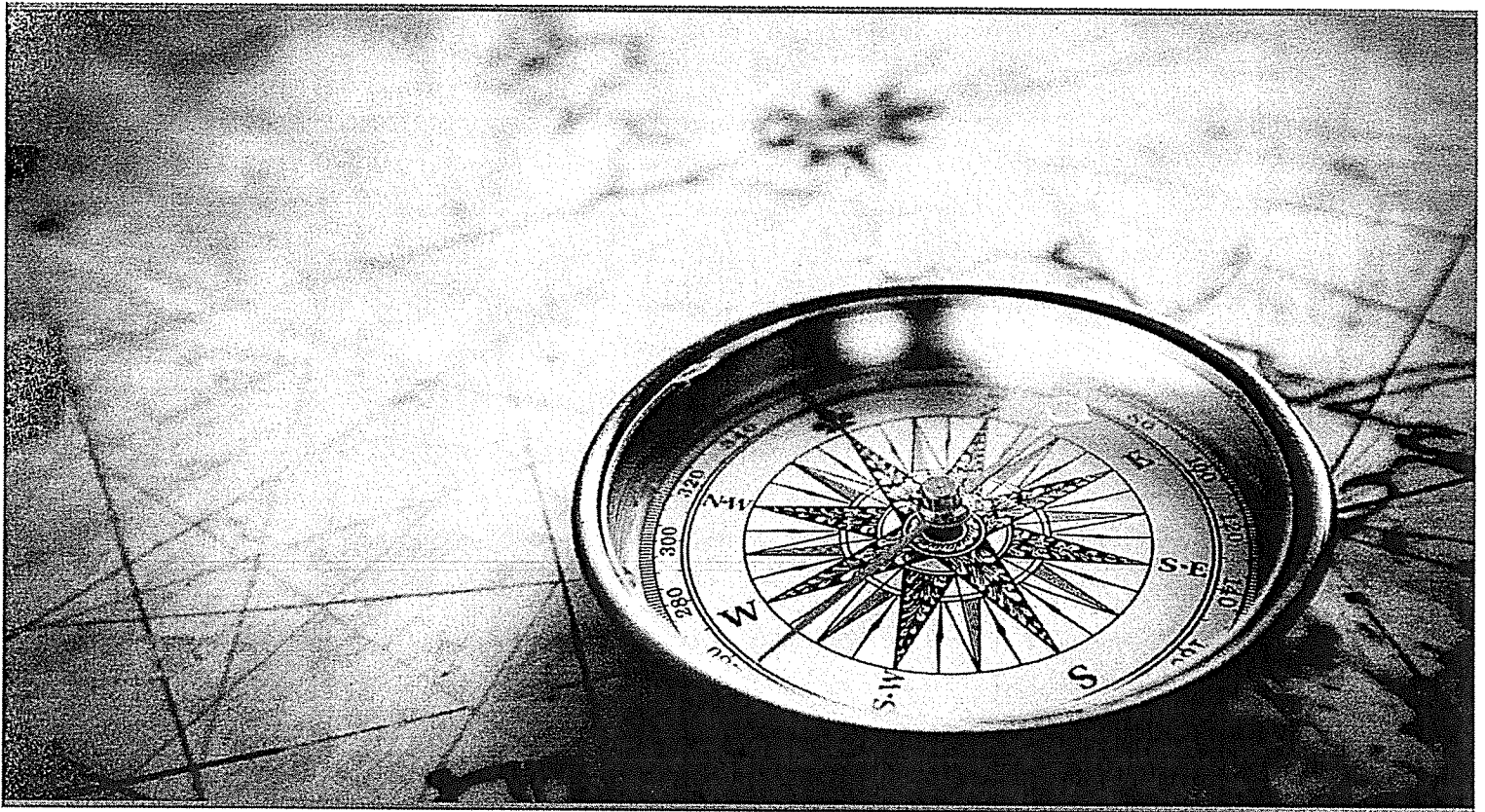


Gustavo Becerra  
Executive Director

**Attachment(s):** Designated Housing Plan, June 2016  
Resolution



**REGIONAL HOUSING AUTHORITY OF SUTTER  
& NEVADA COUNTIES  
DESIGNATED HOUSING PLAN**



**JUNE 2016**

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## INTRODUCTION

In order to address the market demand for housing resources for both the elderly and non-elderly disabled populations, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) is requesting approval of this Designated Housing Plan for the Live Oak Senior Village and River City Manor properties. RHASNC is comprised of four counties, Nevada County, Sutter County, Colusa County, Yuba County, and includes all of the cities within each district. Live Oak Senior Village is located in the City of Live Oak, in Sutter County. River City Manor is located in Yuba City, and is also in Sutter County. Both properties were built with the intention to provide affordable housing to low income senior and/or disabled residents. Since their completion both properties have operated as senior and/or disabled residences, however, neither is currently designated as elderly or disabled housing by the Department of Urban Housing and Development (HUD).

Live Oak Senior Village is located at 2750 Date Street Live Oak, CA 95953. Built in 1981, and sited on approximately fourteen (14) acres, Live Oak Senior Village contains fifty (50) residential units. The property consists of six (6) two-bedroom handicapped units, four one-bedroom wheel chair accessible units, and forty (40) one-bedroom units. Each unit is equipped with an emergency pull system that transmits a distress signal to the property manager. Live Oak Senior Village also contains a resident services building, and onsite laundry facility. HUD provided funding in the amount of \$1,995,566 for the construction of this property. RHASNC has always determined eligibility and rent obligation for this property by income level and verified deductions as a senior or disabled household.

River City Manor is located at 655 Joann Way Yuba City, CA 95993. Built in 1984, and sited on three acres of land, River City Manor contains twenty-four (24) senior and disabled residential units. Each unit is equipped with an emergency pull-system that transmits a distress signal to the property manager in the resident services building. River City Manor includes a resident services building, and an on-site laundry facility. HUD provided funding in the amount of \$900,434 for the construction of this property. Like Live Oak Senior Village, RHASNC has always determined eligibility and rent obligation for this property by income level and verified deductions as a senior or disabled household.

As detailed in the agency's 2016 Strategic Plan and the 2016 Annual Plan, RHASNC has taken several steps to ensure that the housing needs of non-seniors<sup>1</sup> or other low income residents are continually being met. These goals and action items include:

- Expand housing for low-income residents across communities that RHASNC serves by maintaining and expanding the supply of low-income housing stock.
- Expand housing access and choice across the communities that are served using Housing Choice Vouchers.
- Assist housing participants as they strive to improve their lives and move toward success through education and employment.
- Partner with others to create healthy, welcoming and supportive living environments in RHASNC communities.
- Affirmatively further fair housing opportunities.

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<sup>1</sup> RHASNC 2016 Strategic Plan

## JUSTIFICATION FOR DESIGNATION

RHASNC is requesting approval of this Designated Housing Plan, as included in RHASNC 2016 Annual Agency Plan. The twenty-four (24) designated elderly and disabled units at the River City Manor and fifty (50) units at the Live Oak Senior Village are important components to meet the continuing need of the elderly and disabled population of Sutter County, specifically Yuba City and the City of Live Oak communities. However, to determine the most critical needs for affordable housing, conversations were held with onsite and regional housing management. These discussions, as well as a 2014 market study, have indicated that, together with Live Oak and Yuba City, the nearby City of Gridley should be considered as the market area to address. This area contains an estimated population of 12,969 seniors, and 7,618 senior households. Both the elderly population and number of households are expected to grow over the next five (5) years. The market area is a total of 67.26 square miles.

The County of Sutter has a population of about 96,463 residents, relatively stable since the last census.<sup>2</sup> Nevada County has a population of about 98,764 persons. Fourteen and a half percent (14.5%) of the population in both Sutter and Nevada counties are over the age of 65.

Approximately, forty-four (44%) percent of the senior households earn less than \$30,000, and are considered extremely low or very low income (Sutter County Area Median Income is \$51,527). The average per capita income was \$23,528 in 2014, indicating over fifteen percent (15%) of senior households live in poverty.

According to the 2006 – 2010 Comprehensive Housing Affordability Strategy (CHAS), over ninety percent (90%) of extremely low income renter households, including senior households are overpaying for housing in the County. As is typical of these households, those earning the least experienced the most rent burden. For example, of those renter households earning less than \$20,000, 86.1 percent were overpaying for housing.

The Area Agency on Aging that serves Sutter and Nevada counties estimates a 206 percent increase in the number of individuals over sixty (60) years old living in these counties by 2040. Of the seniors living in Sutter and Nevada counties, as well as those projected by the year 2040, over forty percent (40%) are considered disabled.<sup>3</sup> These households will likely require affordable, accessible housing to meet their needs.

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<sup>2</sup> Source is U.S. Census Data, July 2014.

<sup>3</sup> Adapted from California Economic Security Initiative, Insight, 2007

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## **I. Housing and Community Development Needs**

### **A. Elderly & Disabled Persons**

The Area Agency on Aging reports that in a recent survey, affordable housing was one of the three top priorities for elderly and disabled persons living in Sutter and Nevada counties. In addition, the 2013 – 2021 Housing Element indicates that while there are some assisted living facilities in the market area for elderly and disabled, those individuals who prefer, and can, live independently have a difficult time locating affordable housing options.

Households with disabled members have a variety of special housing needs. The following outlines key concerns:

- Adequate access to units and common areas
- Supportive living arrangements
- Access to social services and community services
- Insufficient income to afford market-rate housing

### **B. Farmworkers**

Sutter County is a highly agricultural-oriented area. During each year, agricultural employment fluctuates widely and while it appears to be on a downward trend, the need for additional farmer worker housing is readily apparent.

RHASNC maintains 265 units in Yuba City for use by farm and migrant laborers. Of this number, seventy-nine (79) units are in a migrant farm labor project, which is owned by the State of California. The facility was recently rehabilitated and is operated from May 1<sup>st</sup> to October 31<sup>st</sup> each year. These facilities offer onsite medical and daycare services and English classes.

The Northern California Growers Association reported that the lack of farm worker housing is getting worse. Sutter County, the State, Farmers Home, RHASNC, and other regional agencies are continuing to work together to solve the problems associated with this need.

## II. Waiting Lists<sup>4</sup>

Effective Dates Included: 01/01/2015 through 04/30/2016

Bedroom Size	Live Oak Senior Apartments				River City Manor			Total				
	Elderly	Non-Elderly	Disabled	Total Applicants	Elderly	Non-Elderly	Disabled	Total Applicants	Elderly	Non-Elderly	Disabled	Total Applicants
1 BR	28	84	69	112	56	161	134	217	84	245	203	329
2 BR	8	75	47	83	0	0	0	0	8	75	47	83
<b>TOTAL</b>	<b>36</b>	<b>159</b>	<b>116</b>	<b>195</b>	<b>56</b>	<b>161</b>	<b>134</b>	<b>217</b>	<b>92</b>	<b>320</b>	<b>250</b>	<b>412</b>

\*Note: Applicants may qualify for one or more categories.

<sup>4</sup> Both the Live Oak Senior Village and River City Manor waiting lists are open and actively accepting applications.

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### **III. Public and Private Agencies Familiar with the Needs of the Designated and Non-Designated Populations**

The public and private agencies familiar with the needs of the designated and non-designated populations are as follows:

- Yuba City
- City of Live Oak, Parks and Recreation Department
- Area Agency on Aging
- Disability Action Center
- Yuba County In-Home Supportive Services
- Yuba City Senior Center
- Elder Services of Northern California

All of the above agencies have been contacted to determine support for the designation of River City Manor, and the Live Oak Senior Village for any comments or input to the Plan. All organizations have expressed support of the designation and have not offered input into this Plan.

### **IV. Unit Assignment Data**

Live Oak Senior Village has ten (10) units meeting Section 504 accessibility requirements:

- Six (6) Two-Bedroom Disabled Accessible units
- Four (4) One-Bedroom Wheelchair Accessible units

River City Manor has twenty-four units meeting Section 504 accessibility requirements:

- Twenty-four (24) Senior Disabled Residential Units

### **V. Voluntary Transfer Data**

No residents will be required to relocate as a result of this designation.

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## PROJECT DESCRIPTION

### I. Project Name and Project Number

Project Name: Live Oak Senior Village

Project Name: River City Manor

Bedroom Size	Live Oak Senior Apartments		River City Manor		Total	
	Total Units	Accessible Units	Total Units	Accessible Units	Total Units	Accessible Units
1 BR	40	4	24	0	64	4
2 BR	10	6	0	0	10	6
<b>TOTAL</b>	<b>50</b>	<b>10</b>	<b>24</b>	<b>0</b>	<b>74</b>	<b>10</b>

### II. Number of Accessible Units and the Population Currently Utilizing the Units

There are fifty (50) residential units at Live Oak Senior Village, including six (6) two-bedroom units that are handicapped accessible, four (4) one-bedroom wheelchair accessible units, and forty (40) one-bedroom units. River City Manor has twenty-four (24) one-bedroom units, which cater to senior and or disabled residents. All units are equipped with an emergency pull system, for use in times of distress.



## Resident Characteristics Report

Program Type : Public Housing  
 Effective Dates Included : 01/01/2015 through 04/30/2016

Property: Senior Village

**Units Information**

ACC Units	Family Report (50058) Required	Family Report (50058) Received
0	0	49

**Income Information**

**Distribution by Income: Average Annual as a % of 50058**

Extremely Low Income, 0% - 30% of Median		Very Low Income, 31% - 50% of Median		Low Income, 51% - 80% of Median		Above Low Income 81% + of Median	
Count	Percent	Count	Percent	Count	Percent	Count	Percent
31	63	14	29	4	8	0	0

**Average Annual Income (\$)**

Average Annual Income	13,784
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**Distribution by Income as a % of 50058**

\$0	\$1 - \$5000	\$5001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
0	0	2	69	16	8	4

**Distribution by Source of Income as a % of 50058 \*\* Some families have multiple sources of income \*\***

With any Wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With no Income
4	0	100	4	0

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TTP/Family Type Information

Distribution by Total Tenant Payment as a % of 50058

\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
0	0	0	0	0	76	16	8

Average Monthly TTP (\$)

Average Monthly TTP	324
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Distribution of Family Type as a % of 50058

Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled		
											Count	Percent	
12	24	0	0	1	2	0	0	23	47	0	0	14	29

Non-Elderly, with Children, Disabled	Female Head of Household, with Children	
	Count	Percent
0	0	0

Average TTP by Family Type (\$)

Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Female Head of Household, with Children
361	0	408	0	316	0	306	0	0	0	0

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Family Race/Ethnicity

Distribution by Head of Household's Race as a % of 50058

White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native	White, Black/African American	White, Asian
86	0	10	2	0	2	0	0
All Other Combinations							
0							

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Distribution by Head of Household's Ethnicity as a % of 50058

Hispanic or Latino	Not Hispanic or Latino
20	80

Household Information

Distribution by Household Member's Age as a % of Total Household Members

0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
0	0	0	0	10	16	11	18	35	57	5	8

Distribution by Household Size as a % of 50058

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons	9 Persons	10+ Persons
76	24	0	0	0	0	0	0	0	0

Total Household Members and Average Size

Total Number of Household Members	Average Household Size	Number of Households
61		1
		49

Distribution by Number of Bedrooms as a % of 50058

0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
0	88	12	0	0	0

Length of Stay Information

Distribution by Length of Stay as a % of 50058 (currently assisted families)

Less than 1 year		1+ to 2 years		2+ to 5 years		5+ to 10 years		10+ to 20 years		Over 20 years	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
4	8	6	12	16	33	14	29	8	16	1	2

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## Resident Characteristics Report

Program Type : Public Housing  
 Effective Dates Included : 01/01/2015 through 04/30/2016  
 Property : River City Manor

### Units Information

ACC Units	Family Report (50058) Required	Family Report (50058) Received
20	20	23

### Income Information

#### Distribution by Income. Average Annual as a % of 50058

Extremely Low Income, 0% - 30% of Median		Very Low Income, 31% - 50% of Median		Low Income, 51% - 80% of Median		Above Low Income 81% + of Median	
Count	Percent	Count	Percent	Count	Percent	Count	Percent
18	78	5	22	0	0	0	0

#### Average Annual Income (\$)

Average Annual Income	11,590
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#### Distribution by Income as a % of 50058

\$0	\$1 - \$5000	\$5001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	\$20,001 - \$25,000	Above \$25,000
0	4	0	83	13	0	0

#### Distribution by Source of Income as a % of 50058 \*\* Some families have multiple sources of income \*\*

With any Wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With no Income
0	4	96	4	0

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TTP/Family Type Information

Distribution by Total Tenant Payment as a % of 50058

\$0	\$1 - \$25	\$26 - \$50	\$51 - \$100	\$101 - \$200	\$201 - \$350	\$351 - \$500	\$501 and Above
0	0	4	0	0	78	17	0

Average Monthly TTP (\$)

Average Monthly TTP	278
---------------------	-----

Distribution of Family Type as a % of 50058

Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, Head of Household, with Children	
											Count
2	9	0	0	0	0	15	65	0	0	6	26

Non-Elderly, with Children, Disabled	Female Head of Household, with Children		
		Count	Percent
0	0	0	0

Average TTP by Family Type (\$)

Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Non-Elderly, with Children, Disabled	Female Head of Household, with Children
263	0	0	0	292	0	248	0	0	

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Family Race/Ethnicity

Distribution by Head of Household's Race as a % of 50058

White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/Other Pacific Islander Only	White, American Indian/Alaska Native	White, Black/African American	White, Asian
83	0	4	9	0	4	0	0
All Other Combinations							
0							

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Distribution by Head of Household's Ethnicity as a % of 50058

Hispanic or Latino	Not Hispanic or Latino
17	83

Household Information

Distribution by Household Member's Age as a % of Total Household Members

0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
0	0	0	0	0	0	7	29	13	54	4	17

Distribution by Household Size as a % of 50058

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons	9 Persons	10+ Persons
96	4	0	0	0	0	0	0	0	0

Total Household Members and Average Size

Total Number of Household Members	Average Household Size	Number of Households
24		1
		23

Distribution by Number of Bedrooms as a % of 50058

0 Bedrooms	1 Bedroom	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
0	100	0	0	0	0

Length of Stay Information

Distribution by Length of Stay as a % of 50058 (currently assisted families)

Less than 1 year		1+ to 2 years		2+ to 5 years		5+ to 10 years		10+ to 20 years		Over 20 years	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
2	9	3	13	3	13	7	30	7	30	1	4

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### **III. Population for which the Development is to be Designated**

**Project Name: Live Oak Senior Village**

There are a total of fifty (50) residential units at the Live Oak Senior Village. RHASNC requests that all units are designated for elderly or disabled.

**Project Name: River City Manor**

There are a total of twenty-four (24) units at this development. RHASNC requests that all units are designated as elderly or disabled.

### **IV. Supportive Services Provided to Residents of the Designated Developments**

RHASNC will continue to reach out to and develop partnerships with supportive services agencies to ensure the senior and non-elderly disabled populations are well served. Agencies providing services to the elderly and disabled populations include, but are not limited to:

- Senior Information & Assistance
- Elder Services of Northern California.
- Always Best Care Senior Services
- Comfort Keepers
- Interim Homestyle Services
- "Caring Calls"
- VOICE-Volunteer Outreach for Independent Citizens & Elderly
- Yuba County In-Home Supportive Services
- Area Agency on Aging
- Sutter North Home Health
- Sutter North Hospice
- In-home nursing service for the disabled
- Disability Action Center
- Lifeline Seniors
- FREED Center for Independent Living
- Yuba-Sutter Food Bank Inc.
- Senior Snack Program
- Congregate lunch (dine-in with other seniors at the Senior Centers)
- Housing Authority: Regional Housing Authority of Sutter and Nevada Counties
- Yuba-Sutter Transit

## **V. Design and Facilities to Accommodate the Special Environmental Needs of the Residents**

Live Oak Senior Village is centrally located in the City of Live Oak, close to public open space, markets and health care centers. Up until recently the Parks and Recreation Department ran a senior dial-a-ride service, but the program has since been suspended due to lack of use of the service. River City Manor is also centrally located near public open space, markets, and health care centers. River City Manor located is close proximity to the Yuba City Senior Center, which offers senior recreation, health, and entertainment programming for all of Sutter County. There are daily activities which address the needs and interests of young adults through seniors, as well as after school activities for children and youth. Programs include arts and crafts, informative/educational presentations and speakers, games, and entertainment to name a few.

In addition, the design and related facilities of both Live Oak Senior Village and River City Manor accommodate the special environmental needs of the elderly and disabled population, including the mobility impaired population, by enhancing their capacity to continue living a self-managed, independent life style in the community. All collective seventy-four (74) units, in both developments are easily accessed, allowing mobility- impaired residents and their visitors to move freely throughout all private residential units and public spaces.

Both residential developments have units connected through green paseos and walking paths, giving all units in the development a sense of purpose and community. All units contain certain elements of universal design. All buildings are single story, and every unit is equipped with an emergency pull system. Each has a resident services building that is used to facilitate group activities, meeting rooms/ sitting area this design allows ample space for various providers to deliver services to residents, as well as creating an environment which encourages social interaction among residents and outside visitors.

## ALTERNATIVE RESOURCES

### I. Additional Housing Owned or Controlled by the Housing Authority

RHASNC – Housing Properties				
Name of Property	Total Units	Profile of Units	Residents	Funding Sources
Butte View Estates	32	4-Handicapped 28-1 Bedroom 4-2 Bedroom	Senior or Disabled	USDA Rural Development & Multi-family Revenue Bond
Centennial Arms	21	16-1 Bedroom 5-2 Bedroom	Low-Income	USDA Rural Development & Private Loan
Date Street Senior Village	50	6-2 Bedroom Handicapped Units 4-1 Wheel Chair accessible 40-1 Bedroom Units	Senior or Disabled	HUD
Homes2Families	19	N/A	Low to Moderate Income	Redevelopment Agency of Yuba City
Kingwood Commons	64	N/A	Low-Moderate Income	Redevelopment Agency of Yuba City
Maple Park Phase I	56	44-Project Based Vouchers 26-2 Bedroom 28-3 Bedroom 2-4 Bedroom	Low-Income	CA State CDBG CA State HOME Tax Credits FHLB-AHP Section 8 Project Based Vouchers Fee waivers from the City of Live Oak Land donation RHASNC Private Loans
Maple Park Phase II	35	34-Project Based Vouchers 32-1 Bedroom 2-2 Bedroom	Seniors	CA State CDBG CA State HOME Tax Credits Section 8 Project Based Vouchers Fee waivers from the City of Live Oak Land donation RHASNC Private Loans
Migrant Services	78	3-6 month residency required	Migrant Worker Families	State Department of Housing and Community Development
Neighborhood Stabilization Program	22	Single family Homes	Low-income	CDBG
Percy Avenue	8	N/A	Senior/Disabled	Commercial Loan
Richland Public Housing	99	N/A	Low-income Multi-Family	HUD

Richland Rural Development	180	N/A	Current agricultural workers or retired/disabled agricultural workers	USDA Rural Development
River City Manor	24	N/A	Senior or Disabled	HUD
Teesdale Housing	2	2-3 Bedroom units for disabled adults	Disabled Adult	Mental Health Services Act
Town Center Senior Manor	28	N/A	Senior Low-Income	RDA/HOME/AHP
Yolo Heiken	4	N/A	Special Needs Population	HOME Funds
Richland Trailer Park	10	Mobile Homes	Low-Income	Unrestricted Funds
Heather Glenn	10	Shared housing	Homeless Mentally Ill	MHSA Funds
Trio Lease Option	4	Single Family Homes	Transitional Homeowners	Private loan
Devonshire Apartments	30	10-1 Bedroom 14-2 Bedroom 6-3 Bedroom	Low-Income	HUD, Private loan

## II. Private and Non-Profit Housing Available in the Community in the Appropriate Unit Sizes

RHASNC – Private/Non-Profit Housing				
Name of Property	Total Units	Profile of Units	Residents	Funding Sources
Oddfellows Building	14	4-Studio 9-1 Bedroom 1-2 Bedroom	Very Low-Income Senior	Tax Credit/HOME
Country Oak Apartments	50	20 Assisted Mixed Bedroom 24-1 Bedroom 26-2 Bedroom	Low Income	USDA Rural Development
Sutter Village	74	74-1 Bedroom	Market Rate	N/A
Live Oak Apartments	35	20-2 Bedroom 15-1 Bedroom	Market Rate/ HCV eligible	N/A
Hidden Place	8	8-2 Bedroom Units	Market Rule	N/A
Park Terrace	80	56-2 Bedroom Units 24-1 Bedroom Units	Very Low and Low Income Units	N/A
N/A ( This project was recently approved by the City of Yuba City	172	172 – Multi-Family Units	Multi-Family Market Rate	N/A
Gridley Oaks	56	56-1 Bedroom	Senior – Rural Development	
Kristen Court Apartments (under construction)	56	56- Multi-Family Units	Multi-Family Market Rate	N/A
The Hazel Hotel	13	3 – SRO 10-1 Bedroom	Senior Rural Development	N/A

Haskell Street Apartments	48	48-1 Bedroom Units	Senior Market Rate	N/A
Westwood Manor	8	8-2 Bedroom Units	General Market Rate	N/A
Washington Court Apts.	57	32-2 Bedroom 25-3 Bedroom	General LIHTC	N/A
Gridley Spring I	32	12-1 Bedroom 18-2 Bedroom 2-3 Bedroom	General LITHC	N/A
Gridley Spring II	24	12-2 Bedroom 12-3 Bedroom	General LITHC	N/A
Northgate Terrace	101	41-1 Bedroom 30-2 Bedroom 30-3 Bedroom	General LITHC	N/A
Pheasant Court	31	13-1 Bedroom 18-2 Bedroom	General Market Rate	N/A
Joshua Tree	39	35-1 Bedroom 4-2 Bedroom	General Market Rate	N/A
Heather Woods	90	63-1 Bedroom 27-2 Bedroom	General Market Rate	N/A

### III. New Housing Resources that will be Available and Affordable in the Appropriate Unit Sizes

The RHASNC is currently in the process of developing Maple Park Phase II which is a thirty-five (35) unit complex serving seniors, to be located in the eastern portion of Live Oak, California, along Maple Park, south of Pennington Road, Census tract 507.01. The project will target senior households with incomes at or below thirty (30), forty (40), and sixty (60) percent of AMI. The project sponsors are Regional Housing Authority of Sutter and Nevada Counties and Community Housing Improvement Program (CHIP).

Funding sources include four percent tax credits, HOME, Project-Based Section 8, AHP (potentially), and fee waivers. The complex will consist of one three-story elevator building consisting of thirty-two (32) one-bedroom units with 523 – 614 square feet, and two two-bedroom units with 763 square feet of living space; one (1) additional two-bedroom unit will be designated for onsite management. The complex will also include community room space for resident services.

Yuba City has indicated there are currently no approved or pending building permit applications for affordable housing in the City.

### IV. Certifications

RHASNC certifies the following:

- The Department of Justice has not brought a civil rights suit against RHASNC and there is no pending administrative action for civil rights, violations instituted by HUD (including a charge of discrimination under the Fair Housing Act).

- There has been no adjudication of a civil rights violation in a civil action brought against RHASNC by a private individual.
- There are no outstanding findings of noncompliance with civil rights statutes, Executive Orders, or regulations as a result of formal administrative proceedings, or the Secretary has not issued a charge against RHASNC under the Fair Housing Act.
- HUD has not denied application processing under Title VI of the Civil Rights Act of 1964, the Attorney General's Guidelines (28 CFR 50.3) and the HUD Title VI regulations (24 CFR 1.8) and procedures (HUD Handbook 8040.1), or under Section 504 of the Rehabilitation Act of 1973 and related HUD regulations (24 CFR 8.57).
- RHASNC has no serious, unaddressed outstanding Inspector General Audit findings, FHEO monitoring and compliance review findings, or HUD management review findings for its programs.

**REGIONAL HOUSING AUTHORITY  
OF SUTTER AND NEVADA COUNTIES**

**STAFF REPORT**

**Date:** September 7, 2016  
**To:** Board of Commissioners  
**From:** Larry Tinker, Senior Development & Rehab Specialist

---

**SUBJECT:** Rehabilitation Project – Centennial Arms Apartments –  
9829 N Street, Live Oak

**RECOMMENDATION:** Award contract to Buskirk Building Solutions for the  
exterior improvements to be performed at 9829 N Street,  
Live Oak

**FISCAL IMPACT:** \$63,000.00 in project capital reserve funds

---

**Background**

Centennial Arms is a 22 unit apartment complex located in Live Oak, CA. The development was acquired by the Housing Authority in June 2010. The financing for the rehab project is being funded by existing capital reserves.

The project scope of work will consist of new roofing for the third and largest building, and re-sealing and striping the asphalt parking area.

Staff's in-house cost estimate for the project scope of work totaled \$65,522.74.

Ten General Contractors and sub-contractors signed out bid documents and plans/specifications. The pre-bid project walk-through was conducted on August 2, 2016 with bids due to the Housing Authority on August 25, 2016. Two General Contractors submitted the following bids:

**Bids Submitted:**


Buskirk Building Solutions (Roseville, CA)	\$63,000.00
REM Construction (Paradise, CA)	\$99,464.00

The above bids include the payment of the higher of the federal Davis-Bacon appropriate wage rates or the State prevailing wage rates.

**Recommendation:**

Staff recommends that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties approve the bid from Buskirk Building Solutions in the amount of \$63,000.00 for the exterior improvements planned for the Centennial Arms Apartments located at 9829 N Street in Live Oak, CA, and authorize the Executive Director to execute the construction contract and all required documents.

Prepared by:

  
Larry Tinker  
Senior Development & Rehab Specialist

Submitted by:

  
Gustavo Becerra  
Executive Director



**REGIONAL HOUSING AUTHORITY  
OF SUTTER AND NEVADA COUNTIES**

**STAFF REPORT**

**Date:** September 7, 2016  
**To:** Board of Commissioners  
**From:** Larry Tinker, Senior Development & Rehab Specialist

---

**SUBJECT:** Rehabilitation Project – Butte View Estates – 9400 Larkin Road, Live Oak  
**RECOMMENDATION:** Award contract to California Window Industries for the interior and exterior improvements to be performed at 9400 Larkin Road, Live Oak  
**FISCAL IMPACT:** \$88,598.00 in project capital reserve funds

---

**Background**

Butte View Estates is a 32 unit apartment complex located in Live Oak, CA. The development was acquired by the Housing Authority in November 2004. The financing for the rehab project is being funded by existing capital reserves.

The project scope of work will consist of new vinyl dual-pane glazed windows, carpet replacement in 12 units, ADA improvements to the path of travel and some unit entrances, and re-sealing and striping the asphalt parking area.

Staff's in-house cost estimate for the project scope of work totaled \$101,576.67.

Ten General Contractors and sub-contractors signed out bid documents and plans/specifications. The pre-bid project walk-through was conducted on August 2, 2016 with bids due to the Housing Authority on August 25, 2016. Four General Contractors submitted the following bids:

**Bids Submitted:**

California Window Industries (Yuba City, CA)	\$88,598.00
Buskirk Building Solutions (Roseville, CA)	\$144,599.00
REM Construction (Paradise, CA)	\$187,805.00
CNW Construction Inc. (Rescue, CA)	\$224,000.00

The above bids include the payment of the higher of the federal Davis-Bacon appropriate wage rates or the State prevailing wage rates.

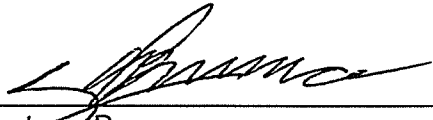
**Recommendation:**

Staff recommends that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties approve the bid from California Window Industries in the amount of \$88,598.00 for the interior and exterior improvements planned for Butte View Estates located at 9400 Larkin Road in Live Oak, CA, and authorize the Executive Director to execute the construction contract and all required documents.

Prepared by:

  
\_\_\_\_\_  
Larry Vinker  
Senior Development & Rehab Specialist

Submitted by:

  
\_\_\_\_\_  
Gustavo Becerra  
Executive Director

(LABOR HOUSING LOAN AND GRANT TO A NONPROFIT CORPORATION)

Resolution 16-1465

LOAN AND GRANT RESOLUTION OF September 7, 2016

RESOLUTION OF THE BOARD OF DIRECTORS OF RHASNC  
PROVIDING FOR OBTAINING FINANCIAL ASSISTANCE IN THE AMOUNT \$ 2,700,000.00 TO AID IN FINANCING FEDERALLY DEFINED LOW-RENT HOUSING AND RELATED FACILITIES FOR LOW-INCOME DOMESTIC FARM LABOR, AND RELATED MATTERS.

Whereas RHASNC  
(herein referred to as the "Corporation") is organized and operating under Section 50400, et.seq. of the Health & Safety Code and the board of (authorizing State statute) directors of the Corporation has determined that —

(a) The Corporation should provide low-rent housing and related facilities for low-income domestic farm labor, as defined in title V of the Housing Act of 1949.

(b) The estimated total cash development cost of such housing and facilities amounts to \$ 2,700,000.00.

(c) For such purpose the Corporation is able to furnish from its own resources \$ 0.00.

(d) The Corporation will need financial assistance in the amount of \$ 0.00 which the Corporation is unable to obtain from other sources for such purpose upon terms and conditions which the Corporation could reasonably be expected to fulfill.

(e) Of such amount of needed financial assistance the Corporation will be able to repay, with interest at 1% per annum, the amount of \$ 0.00 over a repayment period of n/a years, if the balance of \$ 0.00 is made available to the Corporation as a grant.

(f) The housing and related facilities will fulfill a pressing need in the area in which they are or will be located.

(g) The housing and facilities cannot be provided without the aid of a grant in the amount stated above:

These requirements do not supersede the applicable requirements for receipt of Federal funds stated in 7 CFR parts 3015, "Uniform Federal Assistance Regulations," 3016, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," or 3019, "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Nonprofit Organizations.

*According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0189. The time required to complete this information collection is estimated to average 15 minutes 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.*

THEREFORE BE IT RESOLVED:

1. Application for Loan and Grant. The Corporation shall apply to the United States of America, acting through Rural Development, United States Department of Agriculture (herein called "the Government") for a loan of \$ 0.00 and a grant of \$ 2,700,000.00, pursuant to Title V of the Housing Act of 1949. The loan and the grant shall be used only for the specific eligible purposes approved by the Government, in order to provide low-rent housing and related facilities for low-income domestic farm labor. Such housing and facilities and the land constituting the site may be referred to herein as the "housing."

2. Execution of Loan and Grant Instruments. To evidence the loan the Corporation shall issue a promissory note (herein referred to as "the Note"), signed by its President and attested by its Secretary, with its corporate seal affixed thereto, for the amount of the loan, payable in installments over a period of n/a years, bearing interest at a rate not to exceed 0.0000 percent per annum, and containing other terms and conditions prescribed by the Government. To evidence the obligations of the grant, the Corporation shall execute an instrument in the form attached hereto entitled "Labor Housing Grant Agreement" and referred to herein as the "Grant Agreement," evidencing terms and conditions upon which the grant is made by the Government and the obligations of the Corporation with respect thereto. To secure the note and/or all other obligations and agreements of the Corporation with respect to the loan as required by the Government, the President and the Secretary are hereby authorized to execute a security instrument giving a lien upon or security interest in the housing and such other property as the Government shall require, including an assignment of or security interest in the rents and profits as collateral security to be enforceable in the event of any default by the Corporation. The President and the Secretary are further authorized to execute any other security and other instruments, agreements, and documents required by the Government for the loan or grant. The indebtedness and other obligations of the Corporation under the note, Grant Agreement, this resolution, the security instrument, and any other instruments and agreements related to the loan or grant are herein called the "loan and grant obligations."

3. Equal Employment Opportunity under Construction Contracts and Nondiscrimination in the Use of Occupancy and Housing and in Any Other Benefits of the Loan or Grant. The President and the Secretary are hereby authorized and directed to execute on behalf of the Corporation (a) any undertakings and agreements required by the Government regarding nondiscrimination in the use and occupancy of housing, (b) Form RD 400- 1, "Equal Opportunity Agreement," involving an Equal Opportunity Clause to be incorporated in or attached as a rider to each construction contract which exceeds \$ 10,000 in amount and is paid for in whole or in part with loan or grant funds, and (c) Form RD 400-4, "Assurance Agreement (Under Title VI, Civil Rights Act of 1964)," a copy of which is attached hereto and made a part hereof.

4. Supervised Bank Account. The proceeds of the loan and grant and the amount of \$ 0.00 to be contributed by the Corporation from its own fund and used for approved eligible purposes shall be deposited in a "supervised bank account" as required by the Government. Amounts in the supervised bank account exceeding \$100,000 shall be secured by the financial institution in advance in accordance with U. S. Treasury Department regulations, 31 CFR part 202. As provided by the terms of the agreement creating the supervised bank account, all funds therein shall, until duly expended, collaterally secure the loan and grant obligations. Withdrawals from the supervised bank account by the Corporation shall be made only on checks signed by the n/a of the Corporation and countersigned by the County Supervisor or other authorized official of Rural Development, and only for the specific eligible purposes approved in writing by the Government. The Corporation's share of any liquidated damages or other monies paid by defaulting contractors of their sureties shall be deposited in the supervised bank account to assure completion of the project. When all approved items eligible for payment with loan or grant funds are paid in full, any balance remaining in the supervised bank account shall be treated as a refund of loan and grant funds in the same ratio as that between the amounts of the loan and grant, and the supervised bank account shall be closed.

5. Accounts for Housing Operations and Loan Servicing. The Corporation shall establish on its books the following accounts, which shall be maintained so long as the loan or grant obligations continue: A General Fund Account, an Operation and Maintenance Account, a Debt Service Account, and a Reserve Account. Funds in said accounts shall be deposited in a bank or banks insured by the Federal Deposit Insurance Corporation, except for any portion invested in readily marketable obligations of the United States as authorized by section 9. The Treasurer of the Corporation shall execute a fidelity bond, with a surety company approved by the Government, in an amount not less than the estimated maximum amount of such funds to be held in said accounts at any one time. The United States of America shall be named as co-obligee, and the amount of the bond shall not be reduced without the prior written consent of the Government. The Corporation in its discretion may at any time establish and utilize additional accounts to handle any funds not covered by the provisions of this resolution.

6. General Fund Account. By the time the loan and grant are closed the Corporation shall from its own funds deposit in the General Fund Account the amount of \$0.00. All income and revenue from the housing shall upon receipt be immediately deposited in the General Fund Account. The Corporation may also in its discretion at any time deposit therein other funds, not otherwise provided for by this resolution, to be used for any of the purposes authorized in section 7, 8, or 9. Funds in the General Fund Account shall be used only as authorized in said sections and, until so used, shall be held by the Corporation in trust for the Government as security for the loan and grant obligations.

7. Operation and Maintenance Account. Not later than the 15th of each month, out of the General Fund Account shall be transferred to the Operation and Maintenance Account, sufficient amounts to enable the Corporation to pay from the Operation and Maintenance Account the actual, reasonable, and necessary current expenses, for the current month and the ensuing month, of operating and maintaining the housing not otherwise provided for. Current expenses may include, in addition to expenses occurring or becoming due monthly, monthly accumulations of proportionate amounts for the payment of items which may become due either annually or at irregular intervals, such as taxes and insurance and normal repair and replacement of furnishings and equipment reasonably necessary for operation of the housing. Current expenses may also include initial purchase and installation of such furnishings and equipment with any funds deposited in and transferred from the General Fund Account which are not proceeds of the loan and, unless the Government gives prior written consent, are not income or revenue from the housing.

8. Debt Service Account. Each month, immediately after the transfer to the Operation and Maintenance Account provided for in section 7, or after it is determined that no such transfer is called for, any balance remaining in the General Fund Account, or so much thereof as may be necessary, shall be transferred to the Debt Service Account until the amount in the Debt Service Account equals the amount of the next installment due on the loan. Funds in the Debt Service Account shall be used only for payments on the loan obligations while they continue and, until so used, shall be held by the Corporation in trust for the Government as security for the loan and grant obligations.

9. Reserve Account. (a) Immediately after each transfer to the Debt Service Account as provided in section 8, any balance in the General Fund Account shall be transferred to the Reserve Account. Funds in the Reserve Account may be used only as authorized in this resolution and until so used shall be held by the Corporation in trust as security for the loan and grant obligations. Transfers at a rate not less than \$0.00 annually shall be made to the Reserve Account until the amount in the Reserve Account reaches the sum of \$0.00 and shall be resumed at any time when necessary, because of disbursements from the Reserve Account, to restore it to said sum. Of such sum, at least 50 percent shall be maintained on a cash basis, referred to herein as the "cash reserve". After the cash reserve reaches the required 50 percent of said sum, all or any portion of the balance of said sum may, at the option of the Corporation, consist of an amount, referred to herein as the "prepayment reserve," by which the Corporation

is "ahead of schedule" as defined in the regulations of Rural Development. Funds in the cash reserve shall be deposited in a separate bank account or accounts insured by the Federal Deposit Insurance Corporation or invested in readily marketable obligations of the United States, the earnings on which shall accrue to the Reserve Account.

(b) With the prior consent of the Government, funds in the Reserve Account may be used by the Corporation

(1) To meet payments due on the loan obligations in the event the amount in the Debt Service Account is not sufficient for the purpose.

(2) To pay costs of repairs or replacements to the housing caused by catastrophe or long-range depreciation which are not current expenses under section 7.

(3) To make improvements or extensions to the housing.

(4) For other purposes desired by the Corporation which in the judgment of the Government likely will promote the loan or grant purposes without jeopardizing collectibility of the loan or impairing the adequacy of the security, or will strengthen the security, or will facilitate, improve, or maintain the orderly collectibility of the loan.

(c) Any amount in the Reserve Account which exceeds the sum specified in section 9 (a), and is not agreed between the Corporation and the Government to be used for purposes authorized in section 9 (b) shall be applied promptly on the loan obligations.

10. Regulatory Covenants. So long as the loan or grant obligations continue, the Corporation shall - -

(a) Impose and collect such fees, assessments, rents, and charges that the income of the Corporation will be sufficient at all times for operation and maintenance of the housing payments on the loan obligations, and maintenance of the accounts herein provided for.

(b) Maintain complete books and records relating to the Corporation's financial affairs, cause such books and records to be audited at the end of each fiscal year, promptly furnish the Government without request a copy of each audit report, and permit the Government to inspect such books and records at all reasonable times.

(c) If required or permitted by the Government, revise the accounts herein provided for, or establish new accounts, to cover handling and disposition of income from and payment of expenses attributable to the housing or to any other property securing the loan or grant obligations, and submit to the Government regular and special reports concerning the housing or the Corporation's financial affairs, including any information required by the Government regarding income of the occupants of the housing.

(d) Not charge rents to domestic farm labor that exceed the rents approved by the Agency after considering the income of the occupants, Agency and non-Agency rental assistance available and the necessary costs of operation, debt service, and adequate maintenance of the housing.

(e) Maintain the housing at all times in a safe and sanitary condition in accordance with standards prescribed by state and local law, and Agency requirements.

(f) When making occupancy decisions, ensure that domestic farm labor applicants will always receive priority.

(g) Unless the Government gives prior consent:

- (1) Not use or permit use of the housing for any purpose other than as low-rent housing and related facilities for low-income domestic farm labor, as those terms are defined by the Government.
- (2) Not enter into any contract or agreement for improvements or extensions to the housing or other property securing the loan or grant obligations.
- (3) Not cause or permit voluntary dissolution of the Corporation, nor merge or consolidate with any other organization, nor transfer or encumber title to the housing or any part thereof or interest therein, by sale, mortgage, lease, or other conveyance or encumbrance, nor engage in any other new business, enterprise, or venture than operation of the housing.
- (4) Not borrow any money, nor incur any liability aside from current expenses as defined in Section 7.

(h) Submit the following to the Government for prior review not less than 30 days before the effective dates:

- (1) Annual budgets and operating plans.
- (2) Statements of management policy and practice including eligibility criteria and implementing rules for occupancy of the housing.
- (3) Proposed rents and charges and other terms of rental agreements for occupancy of the housing.
- (4) Rates of compensation to officers and employees of the Corporation payable from or chargeable to any account provided for in this resolution.

(i) If required by the Government, modify and adjust any matters covered by section 10 (e).

(j) Comply with all its agreements and obligations in or under this resolution, the note, Grant Agreement, security instrument, and any related agreement executed by the Corporation in connection with the loan or grant.

(k) Not alter, amend, or repeal without the Government's consent this resolution or the bylaws or articles of incorporation of the Corporation, which shall constitute parts of the total contract between the Corporation and the Government relating to the loan and grant obligations.

(l) Do other things as may be required by the Government in connection with the operation of the housing, or with any of the Corporation's operations or affairs which may affect the housing, the loan or grant obligations, or the security.

11. Refinancing of Loan. If at any time it appears to the Government that the Corporation is able to obtain a loan upon reasonable terms and conditions to refinance the loan obligations then outstanding, upon request from the Government, the Corporation will apply for, take all necessary actions to obtain, and accept such refinancing loan and will use the proceeds for said purpose.

12. General Provisions.

(a) It is understood and agreed by the Corporation that any loan or grant will be administered subject to the limitations of the authorizing act of Congress and related regulations, and that any rights granted to the Government herein or elsewhere may be exercised by it in its sole discretion to carry out the purposes of the loan and grant, enforce such limitations, and protect the Government's financial interest in the loan and grant and the security.

(b) The provisions of this resolution are representations of the Corporation to induce the Government to make or insure a loan or make a grant to the Corporation as aforesaid. If the Corporation should fail to comply with or perform any of its loan or grant obligations, such failure shall constitute default as fully as default in payment of amounts due on the loan obligations. In the event of default, the Government at its option may declare the entire amount of the loan and grant obligations immediately due and payable and, if such entire amount is not paid forthwith, may take possession of and operate the housing and proceed to foreclose its security and enforce all other available remedies.

(c) Upon request by the Government the corporation will permit representatives of the Government to inspect and make copies of any of the records of the corporation pertaining to the financial assistance. Such inspection and copying may be made during regular office hours of the corporation, or any other time the corporation and the Government finds convenient.

(d) Any provisions of this resolution may be waived by the Government in its sole discretion, or changed by agreement between the Government and the Corporation, after this resolution becomes contractually binding, to any extent such provisions could legally have been foregone, or agreed to in amended form, by the Government initially.

(e) Any notice, consent, approval, waiver, or agreement must be in writing.

(f) This resolution may be cited in the security instrument and elsewhere as the "Loan and Grant Resolution of September 7, 2016 ." (date of this resolution)

CERTIFICATE

The undersigned, Gustavo Becerra , the Secretary of the corporation identified in the foregoing resolution, hereby certifies that the foregoing is a true copy of a resolution duly adopted by the board of directors on September 7, 2016 , which has not been altered, amended, or repealed.

09-07-2016  
(Date)

\_\_\_\_\_  
(Secretary)

(SEAL)



**COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AT THE  
CONCLUSION OF THE AUDIT**

RECEIVED

AUG 22 2016

RHASNC

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

We have audited the financial statements of the proprietary fund of Regional Housing Authority of Sutter and Nevada Counties for the year ended March 31, 2016. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you during the planning of our audit. Professional standards also require that we communicate to you the following information related to our audit.

**SIGNIFICANT AUDIT FINDINGS****Qualitative Aspects of Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in the notes to the financial statements. The Authority implemented Governmental Accounting Standards Board (GASB) Statement Nos. 68, 69 and 71. During the fiscal year 2015/2016. Our opinion is not modified with respect to this matter. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the Authority's financial statements is depreciation of capital assets.

Management's estimate of depreciation is based on estimated or actual historical cost and the useful lives of such assets. We evaluated the key factors and assumptions used to develop the Authority's estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the disclosure of liabilities related to the employee retirement plan and postemployment benefits other than pensions.

The financial statement disclosures are neutral, consistent, and clear.

**Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

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To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

### **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. None of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole. Items identified as significant deficiencies are identified in the schedule of findings and questioned costs of the Single Audit report.

### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### **Management Representations**

We have requested certain representations from management that are included in the management representation letter.

### **Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### **Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### **OTHER MATTERS**

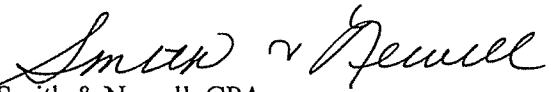
We applied certain limited procedures to the Management Discussion and Analysis report, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted in inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the introductory section, which accompanies the financial statements. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

**RESTRICTION ON USE**

This information is intended solely for the use of the Board of Commissioners and management of the Regional Housing Authority of Sutter and Nevada Counties and is not intended to be, and should not be, used by anyone other than these specified parties.

  
Smith & Newell, CPAs  
Yuba City, California  
August 8, 2016

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**REGIONAL HOUSING AUTHORITY OF  
SUTTER AND NEVADA COUNTIES,  
CALIFORNIA**

**FINANCIAL STATEMENTS  
TOGETHER WITH  
INDEPENDENT AUDITOR'S REPORT  
FOR THE YEAR ENDED  
MARCH 31, 2016**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Annual Financial Report**  
**For the Year Ended March 31, 2016**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Annual Financial Report**  
**For the Year Ended March 31, 2016**

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## **INTRODUCTORY SECTION**

- **List of Officials**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**List of Officials**  
**For the Year Ended March 31, 2016**

Martha Griese, Chairperson	City of Yuba City	December 2017
Dan Miller, Vice-Chairperson	County of Nevada	June 2019
Ron Sullenger	County of Sutter	December 2018
Luis Uribe	County of Sutter	March 2019
Preet Didbal	City of Yuba City	December 2018
Charles Epp	City of Live Oak	February 2017
Diane Hodges	City of Live Oak	November 2018
Brian Foss	County of Nevada	June 2019
Suzanne Gallaty	Tenant Representative	February 2017

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## **FINANCIAL SECTION**

- **Independent Auditor's Report**
- **Management's Discussion and Analysis**
- **Basic Financial Statements**
- **Required Supplementary Information**

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**INDEPENDENT AUDITOR'S REPORT**

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

**Report on the Financial Statements**

We have audited the accompanying financial statements of the proprietary fund type and fiduciary fund type activities of the Regional Housing Authority of Sutter and Nevada Counties, Yuba City, California (Authority) as of and for the year ended March 31, 2016, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the proprietary fund type activities, and the fiduciary fund type activities of the Authority as of March 31, 2015, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Emphasis of Matter**

As discussed in Notes 1O and 2A to the basic financial statements, in 2015, the Authority implemented Governmental Accounting Standards Board (GASB) Statement Nos. 68, 69 and 71. The implementation of GASB 68 and 71 resulted in the restatement of beginning net position for the year ended March 31, 2016. Our opinion is not modified with respect to these matters.

As described in Note 10B, the net pension liability is measure as of June 30, 2015 and the pension expense is for the measurement period 2014-2015. Our opinion is not modified with respect to this matter.

### **Other Matters**

#### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The introductory section and combining financial schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining financial schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining financial schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

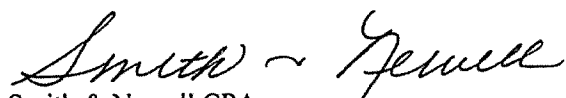
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To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated August 8, 2016 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Authority's internal control over financial reporting and compliance.



Smith & Newell CPAs  
Yuba City, California  
August 8, 2016

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**Management's Discussion and Analysis  
(Unaudited)**

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Regional Area Housing Authority of Sutter and Nevada Counties (Housing Authority) we offer readers of the Housing Authority's financial statements this narrative overview and analysis of the financial activities of the Housing Authority for the fiscal year ended March 31, 2016. We encourage readers to consider the information presented here in conjunction with additional information in our financial statements.

### **FINANCIAL HIGHLIGHTS**

#### **Entity-wide:**

- The Housing Authority's total net position was \$16,648,185 as of March 31, 2016, all of which was enterprise activities.
- Authority revenues include operating revenues of \$12,341,941, and non-operating revenues of \$4,915,029 for a total of \$17,256,970.
- Authority expenses include operating expenses of \$14,897,903 and non-operating expenses of \$450,811 for a total of \$15,348,714.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This annual report consists of a series of financial statements, commonly referred to as the Housing Authority's Basic Financial Statements. Management's Discussion and Analysis introduces these statements and includes nine views of the Housing Authority's financial activities and position. Fund Financial Statements provide detailed information about the individual functions of Housing Authority programs, telling how services were financed in the short-term as well as what remains for future spending.

#### **Fund Financial Statements**

The Fund Financial Statements provide detailed information about the Housing Authority as a whole. Management establishes funds to help control and manage money for particular purposes. Funds are organized into proprietary and fiduciary fund types.

- **Proprietary Funds** - when the Housing Authority charges customers for services it provides, whether outside customers or to other units of the Housing Authority, these services are generally reported in proprietary funds. The Housing Authority uses enterprise funds to account for all of its operations.
- **Fiduciary Funds** - the Housing Authority is the trustee, or fiduciary, for certain funds held on behalf of external parties. The Housing Authority's fiduciary activities are reported in separate Statements of Fiduciary Net Position. These activities are excluded from the Housing Authority's other financial statements because the resources of the funds are not available to support the Housing Authority's own programs. The Housing Authority is responsible for ensuring that the assets reported in these funds are used for the intended purposes.

### **NOTES TO BASIC FINANCIAL STATEMENTS**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

## REQUIRED SUPPLEMENTARY INFORMATION

In addition to the basic financial statements and accompanying notes, this report presents the following required supplementary information: Authority Pension Plan – Schedule of Proportionate Share of Net Pension Liability, Authority Pension Plan – Schedule of Contributions, Notes to Authority Pension Plan and Schedule of Funding Progress – Other Postemployment Benefits (OPEB).

## FINANCIAL ANALYSIS FO THE FUND STATEMENTS

### Analysis of Statement of Net Position

	Proprietary Fund Type Enterprise Fund		Total	
	2016	2015	Dollar Change	% Change
<b>Assets:</b>				
Current and other assets	\$ 5,824,160	\$ 7,944,531	(\$ 2,120,371)	( 26.69)
Capital assets	30,356,069	29,849,301	506,768	1.70
<b>Total Assets</b>	<b>36,180,229</b>	<b>37,793,832</b>	<b>( 1,613,603)</b>	<b>( 4.27)</b>
Deferred Outflows of Resources	431,548	-	431,548	100.00
<b>Liabilities:</b>				
Current and other liabilities	3,384,033	6,179,868	( 2,795,835)	( 45.24)
Noncurrent liabilities	16,396,114	15,202,805	1,193,309	7.85
<b>Total Liabilities</b>	<b>19,780,147</b>	<b>21,382,673</b>	<b>( 556,056)</b>	<b>( 2.73)</b>
Deferred Inflows of Resources	183,445	-	183,445	100.00
<b>Net Position:</b>				
Net investment in capital assets	16,146,629	15,334,773	811,856	5.29
Restricted	150,785	56,392	94,393	167.39
Unrestricted	350,771	1,019,994	( 669,223)	( 65.61)
<b>Total Net Position</b>	<b>\$ 16,648,185</b>	<b>\$ 16,411,159</b>	<b>\$ 237,026</b>	<b>1.44</b>

Net position represents the difference between the Housing Authority's resources and its obligations. At March 31, 2016, the largest portion of the Housing Authority's total net position, 97 percent, reflects the investment in capital assets, less related debt outstanding used to acquire the capital assets. These capital assets are used by the Housing Authority to provide services to the citizens. These assets are not available for future spending. Additional capital asset information can be found in the Capital Asset and Debt Administration section of this MD&A. The unrestricted balance of net position may be used at the Housing Authority's discretion.

**Analysis of Statement of Activities**

	Proprietary Fund Type Enterprise Fund		Total	
	<u>2016</u>	<u>2015</u>	<u>Dollar Change</u>	<u>% Change</u>
Revenues:				
Operating Revenues	\$ 12,341,941	\$ 10,156,961	\$ 2,184,980	21.51
Operating Expenses	14,897,903	12,142,929	2,754,974	22.69
Operating Income (Loss)	( 2,555,962)	1,985,968	( 569,994)	28.70
Non-Operating Revenues (Expenses)	4,464,218	4,864,882	( 400,664)	( 8.24)
Capital Contribution	-	2,084,842	( 2,084,842)	( 100.00)
Change in Net Position	1,908,256	4,963,756	( 3,055,500)	( 61.56)
Net Position - Beginning	16,411,158	11,192,723	5,218,435	46.62
Prior Period Adjustment	( 1,671,229)	254,680	( 1,925,909)	( 756.21)
Net Position - Beginning, Restated	14,739,929	11,447,403	3,292,526	28.76
Total Net Position	\$ 16,648,185	\$ 16,411,159	\$ 237,026	1.44

**Revenue**

The Housing Authority's total revenue from enterprise was \$17.3 million for the fiscal year ended March 31, 2016. Charges for services provided 55 percent of the total revenue received during the 2015/16 fiscal year; intergovernmental revenues provided 79 percent of total revenues received during the fiscal year.

**Expenses**

Expenses of the Housing Authority for the year totaled \$15.3 million.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets**

The Housing Authority's investment in capital assets for its business-type activities as of March 31, 2016, was \$30,356,069 (net of accumulated depreciation). This investment in capital assets includes land, structures and improvements, and equipment. Net additions to capital assets were \$1,474,401 and net additions to accumulated depreciation were (\$967,633). Therefore the Housing Authority's net investment in capital assets increased \$506,768 from March 31, 2015.

**Long-term Debt**

At the end of the current fiscal year, the Housing Authority had total long-term obligations outstanding of \$14,420,977, a decrease of \$302,686 from March 31, 2015.

The following table shows the composition of the Housing Authority's total outstanding debt for proprietary funds.

**Regional Area Housing Authority of Sutter and Nevada Counties  
Long-Term Debt**

	Business-Type Activities	
	2016	2015
Compensated Absences	\$ 211,532	\$ 209,135
Revenue Bonds	2,260,461	2,280,257
Loans Payable	<u>11,948,979</u>	<u>12,234,271</u>
Total Long-Term Debt	<u>\$ 14,420,977</u>	<u>\$ 14,723,663</u>

**ECONOMIC FACTORS**

Since the Housing Authority is dependent on funding from HUD, Rural Development and State and local governments for a majority of its operations, the Housing Authority is affected by the federal budget, proration's, sequestration and other State and local economic conditions. With HUD subsidies continuing to be prorated, subsidy changes in the Public Housing and Housing Choice Vouchers programs will not only affect the upkeep of the Public Housing properties, but the number of community households that can be assisted through the Housing Choice Voucher program.

**REQUEST FOR INFORMATION**

This financial report is designed to provide a general overview of the Housing Authority's finances for all those with an interest in the Housing Authority's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Finance Department, at the Regional Housing Authority of Sutter and Nevada Counties, 1455 Butte House Rd., Yuba City, CA 95993.



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## **Basic Financial Statements**

- **Government-Wide Financial Statements**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Statement of Net Position**  
**Proprietary Fund Type - Enterprise Fund**  
**March 31, 2016**

	<b>2016</b>
<b>ASSETS</b>	
Cash and investments	\$ 4,161,695
Receivables:	
Tenants, net	97,762
Operating reimbursement	430,693
Other	25,027
Prepaid costs	1,424
Due from external parties	46,580
Investment in partnership	319,880
Restricted assets:	
Cash and investments	741,099
Total restricted assets	741,099
Capital assets:	
Nondepreciable assets	4,253,781
Depreciable assets, net	26,102,288
Total capital assets	30,356,069
<b>Total Assets</b>	<b>36,180,229</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Pension adjustments	431,548
<b>Total Deferred Outflows of Resources</b>	<b>431,548</b>
<b>LIABILITIES</b>	
Accounts payable	565,493
Accrued interest	107,250
Prepaid tenant rent	13,635
Accrued salaries and benefits	53,829
Security deposits payable	129,180
Escrow deposits payable	110,182
Unearned revenue	1,994,646
Due from external parties	409,818
Net pension liability	1,424,797
OPEB liability	550,340
Long-term liabilities:	
Due within one year	426,949
Due in more than one year	13,994,028
<b>Total Liabilities</b>	<b>19,780,147</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Pension adjustments	183,445
<b>Total Deferred Inflows of Resources</b>	<b>183,445</b>
<b>NET POSITION</b>	
Net investment in capital assets	16,146,629
Restricted	150,785
Unrestricted	350,771
<b>Total Net Position</b>	<b>\$ 16,648,185</b>

The notes to the basic financial statements are an integral part of this statement.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Statement of Activities**  
**Proprietary Fund Type - Enterprise Fund**  
**For the Year Ended March 31, 2016**

	<b>2016</b>
<b>OPERATING REVENUES</b>	
Dwelling rents	\$ 2,964,254
Housing assistance payments revenue and fees	8,718,714
Other tenant revenue	164,036
Other revenue	494,937
<b>Total Operating Revenues</b>	<b>12,341,941</b>
<b>OPERATING EXPENSES</b>	
Administrative	1,980,148
Tenant services	265,290
Utilities	737,414
Maintenance	1,711,846
Protective services	48,972
Insurance premiums	95,308
Other general expenses	865,741
Housing assistance payments	8,225,551
Depreciation	967,633
<b>Total Operating Expenses</b>	<b>14,897,903</b>
<b>Operating Income (Loss)</b>	<b>(2,555,962)</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>	
Intergovernmental revenue	4,910,469
Partnership revenue (expense)	(12)
Interest income	4,572
Interest expense	(450,811)
<b>Total Non-operating Revenue (Expenses)</b>	<b>4,464,218</b>
<b>Income (Loss) Before Transfers</b>	<b>1,908,256</b>
Transfers	-
<b>Change in Net Position</b>	<b>1,908,256</b>
<b>Total Net Position - Beginning</b>	<b>16,411,158</b>
Cumulative effect of a change in accounting principle	(1,671,229)
<b>Total Net Position - Beginning, Restated</b>	<b>14,739,929</b>
<b>Total Net Position - Ending</b>	<b>\$ 16,648,185</b>

The notes to the basic financial statements are an integral part of this statement.

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## **Basic Financial Statements**

- **Fund Financial Statements**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Statement of Net Position**  
**Fiduciary Fund Type - Agency Fund**  
**March 31, 2016**

	<b>2016</b>
<b>ASSETS</b>	
Cash and investments	\$ 8,954
Accounts receivable - tenants, net	3,783
Due from other funds	409,818
<b>Total Assets</b>	422,555
 <b>LIABILITIES</b>	
Accounts payable	14,027
Prepaid tenant rent	42
Security deposits payable	8,950
Due to other funds	46,580
Agency obligations	352,956
<b>Total Liabilities</b>	\$ 422,555

The notes to the basic financial statements are an integral part of this statement.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Statement of Changes in Net Position**  
**Fiduciary Fund Type - Agency Fund**  
**For the Year Ended March 31, 2016**

	<b>2016</b>
<b>OPERATING REVENUES</b>	
Dwelling rents	\$ 194,204
Other tenant revenue	3,970
Interest income	357
<b>Total Operating Revenues</b>	<b>198,531</b>
<b>OPERATING EXPENSES</b>	
Administrative	35,682
Tenant services	1,509
Utilities	21,443
Maintenance	95,745
Insurance premiums	76
Other general expenses	1,570
<b>Total Operating Expenses</b>	<b>156,025</b>
<b>Change in Net Assets</b>	<b>42,506</b>
<b>Total Agency Obligations - Beginning</b>	<b>310,450</b>
<b>Total Agency Obligations - Ending</b>	<b>\$ 352,956</b>

The notes to the basic financial statements are an integral part of this statement.

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## **Basic Financial Statements**

- **Notes to Basic Financial Statements**

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# REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES

## Notes to Basic Financial Statements For the Year Ended March 31, 2016

### NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Reporting Entity

The Consolidated Area Housing Authority of Sutter County was established in April 1946, by a resolution of the Sutter County Board of Supervisors and reorganized as the Consolidated Area Housing Authority of Sutter County, California in February 1994, by agreement between the City of Live Oak, the City of Yuba City and the County of Sutter. In April 2011, the Consolidated Area Housing Authority of Sutter County combined with the Nevada County Housing Authority and was reorganized as the Regional Housing Authority of Sutter and Nevada Counties (the Authority). The Authority is governed by a nine member Board of Commissioners. The Board of Commissioners is made up of two members appointed by the Sutter County Board of Supervisors, two members appointed by the City of Yuba City, two members appointed by the City of Live Oak and two members appointed by the Nevada County Board of Supervisors. The remaining member is a resident of affordable housing selected by the members of the Authority's Board of Commissioners and approved by Sutter County, City of Live Oak, City of Yuba City, and County of Nevada. Commissioners are appointed for four-year terms.

Generally accepted accounting principles require government financial statements to include the primary government and its component units. Component units of a governmental entity are legally separate entities for which the primary government is considered to be financially accountable and for which the nature and significance of their relationship with the primary government are such that exclusion would cause the combined financial statements to be misleading. The primary government is considered to be financially accountable if it appoints a majority of an organization's governing body and is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on the primary government.

Reporting for component units on the Authority's financial statements can be blended or discretely presented. Blended component units are, although legally separate entities, in substance part of the Authority's operations and, therefore, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, would be reported in a separate column in the government-wide financial statements to emphasize it is legally separate from the government.

For financial reporting purposes, the Authority's basic financial statements include all financial activities that are controlled by or are dependent upon actions taken by the Board of Commissioners. The financial statements of the individual component units may be obtained by writing to the Regional Housing Authority of Sutter and Nevada Counties, 1455 Butte House Road, Yuba City, CA 95993.

#### **Blended Component Units**

The blended component units of the Authority are as follows:

Building Better Partnerships, Inc.  
Healthy Housing, LLC

#### **Discretely Presented Component Units**

There are no component units of the Authority which meet the criteria for discrete presentation.

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**A. Reporting Entity (Continued)**

**Joint Agencies**

The California Affordable Housing Agency - Joint Powers Authority began operations on March 1, 2001, and has continued without interruption since that time. The Joint Powers Authority is composed of member housing agencies. All member agencies are on the Board of Directors who select an Executive Committee of five members. The operations are managed and expenses are approved by the Executive Director of the Joint Powers Authority. Complete audited financial statements can be obtained at the Authority's office: 580 Vallombrosa Avenue, Chico, CA, 95926. The Authority is not financially accountable for this organization and therefore it is not a component unit under Statement Nos. 14, 39, and 61 of the Governmental Accounting Standards Boards.

**B. Basis of Presentation**

**Government-Wide Financial Statements**

The statement of net position and statement of activities display information on all of the nonfiduciary activities of the Authority and its blended component units. These statements include the financial activities of the overall government, except fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements present the business-type activities of the Authority, which are financed in whole or in part by fees charged to external parties. The Authority's activities are all classified as business-type.

The statement of activities presents a comparison between direct expenses and program revenues for each different identifiable activity of the Authority's business-type activities. Direct expenses are those that are specifically associated with a program or function and; therefore, are clearly identifiable to a particular function. Certain indirect costs, which cannot be identified and broken down, are included in the program expense reported for individual functions and activities. Program revenues include 1) charges paid by the recipients of goods and services offered by the program, 2) operating grants and contributions, and 3) capital grants and contributions. Revenues that are not classified as program revenues are presented instead as general revenues.

**Fund Financial Statements**

The fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Funds are organized into the proprietary and fiduciary fund types. The Authority maintains the following fund type:

- Proprietary Fund - The Authority's operations are accounted for in a single enterprise fund. The enterprise fund accounts for operations financed and operated in a manner similar to private business or where the Authority has decided that determination of revenues earned, costs incurred, and net income is necessary for management accountability.

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. Basis of Presentation (Continued)**

**Fund Financial Statements (Continued)**

The Authority reports the following additional fund type:

- Agency Fund accounts for assets held by the Authority as an agent for other governments or other funds. The Authority administers the Home 2 Families program for the City of Yuba City and accounts for this activity in an agency fund.

**C. Basis of Accounting and Measurement Focus**

The proprietary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the Authority gives (or receives) value without directly receiving (or giving) equal value in exchange include revenues from grants, entitlements, and donations. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services and assistance payments and fees from the Section 8 program. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Fiduciary funds include agency funds. Agency funds are reported using the accrual basis of accounting to recognize receivables and payables.

**D. Cash, Cash Equivalents, and Investments**

Cash and investments consist of cash on hand, cash held in bank checking and savings accounts, cash held with fiscal agents, and cash on deposit in the State of California Local Agency Investment Fund (LAIF).

Investments are reported in the accompanying Statement of Net Position at fair value which is determined using selected bases annually. Short term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Cash deposits are reported at carrying amount which reasonably estimates fair value. Managed funds not listed on an established market are reported at the estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities.

For purposes of the Statement of Cash Flows, the Authority considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. All cash and investments, except cash with fiscal agent, of the proprietary funds are pooled with the Authority's pooled cash and investments.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**E. Restricted Cash and Investments**

The Authority reflects cash and investments held for the Rural Development supervised account of \$630,917 and Housing Choice Voucher escrow account \$110,182 as restricted cash and investments.

**F. Receivables**

The Authority only accrues those revenues it deems collectible except for Housing Choice Voucher fraud recovery receivables, which are included in Receivables-tenant, net. The Authority has established an allowance for doubtful accounts in the amount of \$44,008, which represents 100 percent of the fraud recovery receivable. The Authority expects to collect all other receivables within one year.

**G. Other Assets**

**Inventory**

Inventory items are recorded as an expense at the time individual items are purchased rather than when consumed. Records are not maintained of inventory and supplies on hand, although these amounts are not considered material.

**Prepaid Costs**

Certain payments to vendors reflect costs applicable to future accounting periods are recorded as prepaid costs. The cost of prepaid items is recorded as an expense when consumed rather than when purchased.

**H. Capital Assets**

Capital assets, which include property, plant and equipment are valued at historical cost or estimated historical cost if actual is unavailable. Donated capital assets are valued at their estimated fair value at the date of donation. Capital assets are defined by the Authority as an asset with a cost greater than \$1,000 and an estimated useful life of more than two years. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase is not included as part of the capitalized value.

Capital assets used in operations are depreciated or amortized using the straight-line method of depreciation.

The range of estimated useful lives by type of asset is as follows:

<u>Depreciable Asset</u>	<u>Estimated Lives</u>
Equipment	2-10 years
Structures and improvements	10-30 years

Maintenance and repairs are charged to operations when incurred. Betterments and major improvements which significantly increase values, change capacities or extend useful lives are capitalized. Upon sale or retirement of capital assets, the cost and related accumulated depreciation are removed from the respective accounts and any resulting gain or loss is included in the results of operations.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**I. Unearned Revenue**

Under the accrual basis of accounting, revenue may be recognized only when it is earned. When assets are recognized in connection with a transaction before the earnings process is complete, those assets are offset by a corresponding liability for unearned revenue.

**J. Compensated Absences**

It is the Authority's policy to permit employees to accumulate a limited amount of earned but unused vacation leave which vests with the employee and will be paid upon separation from Authority service. The liability for these compensated absences is recorded as long-term debt in the financial statements. The current portion of this debt is estimated based on historical trends. In the financial statements, the proprietary funds report the liability as it is incurred. The Authority includes its share of social security and medicare taxes payable on behalf of the employees in the accrual of compensated absences.

**K. Pensions**

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, pension expense, information about the fiduciary net position of the Authority's California Public Employees' Retirement system (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**L. Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Authority has one item that qualifies for reporting in this category. This item relates to the pension adjustments and is reportable on the statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Authority has one item that qualifies for reporting in this category. This item relates to the pension adjustments and is reported on the statement of net position.

**M. Grant Revenues**

Grant revenues are recognized when specified related expenses have been incurred. In other grant programs, monies are virtually unrestricted as to purpose of expenses and are only revocable for failure to comply with prescribed compliance requirements. These revenues are recognized at the time of receipt, or earlier if susceptible to accrual criteria is met. Cash received prior to incurrence of the related expense is recorded as unearned revenue.

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**N. Estimates**

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**O. Implementation of Governmental Accounting Standards Board Statements (GASB)**

The following Governmental Accounting Standards Board (GASB) Statement has been implemented, if applicable, in the current financial statements.

**Statement No. 68**, Accounting and Financial Reporting for Pensions - an Amendment of GASB Statement No. 27. This statement improves accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities.

**Statement No. 69**, Government Combinations and Disposals of Government Operations. This statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations.

**Statement No. 71**, Pension Transition for Contributions made Subsequent to the Measurement Date - an Amendment of GASB Statement No. 68. This statement addresses an issue regarding application of the transition provisions of Statement No. 68.

**NOTE 2: STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

**A. Restatement of Net Position**

Adjustments resulting from errors or a change to comply with provisions of the accounting standards are treated as adjustments to prior periods. Accordingly, the Authority reports these changes as restatements of beginning fund balance/net position. During the current year, adjustments were required to correct a prior year understatement of capital assets and to reflect the prior period costs related to implementing the net pension liability as required by GASB Statement No. 68.

The impact of the restatements on the net position on the Enterprise fund financial statements as previously reported is presented below:

Net Position, March 31, 2015, as previously reported	\$ 16,411,158
Adjustment associated with:	
Net pension liability adjustment	( 1,671,229)
Total Adjustments	( 1,671,229)
Net Position, April 1, 2015, as restated	<u>\$ 14,739,929</u>



**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 3: CASH AND INVESTMENTS**

**A. Financial Statement Presentation**

As of March 31, 2016, the Authority's cash and investments consisted of the following:

Cash:

Imprest cash	\$ 787
Deposits (less outstanding warrants)	<u>4,703,199</u>
Total Cash in Authority Pool	4,703,986
Deposits with fiscal agents	<u>207,000</u>
Total Cash	<u>4,910,986</u>

Investments:

Local Agency Investment Fund	<u>762</u>
Total Investments	<u>762</u>
Total Cash and Investments	<u>\$ 4,911,748</u>

**B. Cash**

At year end, the carrying amount of the Authority's cash deposits (including amount in checking accounts and money market accounts) was \$4,703,199 and the bank balance was \$4,989,374. The difference between the bank balance and the carrying amount represents outstanding warrants and deposits in transit. In addition, the Authority had cash on hand of \$787.

Custodial Credit Risk for Deposits - Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the Authority will not be able to recover its deposits or collateral securities that are in the possession of an outside party. The Authority complies with the requirements of the California Government Code. Under this code, deposits of more than \$250,000 must be collateralized at 105 percent to 150 percent of the value of the deposit to guarantee the safety of the public funds. The first \$250,000 of the Authority's deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Deposits more than the \$250,000 insured amount are collateralized. The Authority's investment policy does not further limit its deposits.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 3: CASH AND INVESTMENTS (CONTINUED)**

**C. Investments**

Investments are selected based on safety, liquidity and yield. The Authority's investment policy is generally more restrictive than the California Government Code. Under the provisions of the Authority's investment policy and the California Government Code, the Authority may invest or deposit in the following:

- Local Agency bonds, US Treasury Obligations, State of California Obligations, CA Local Agency Obligations and US Agencies
- Banker's Acceptances
- Commercial Paper
- Negotiable Certificates of Deposit
- Repurchase Agreements
- Reverse Repurchase Agreements
- Medium Term Notes
- Mutual Funds as permitted by the Government Code
- Collateralized Bank Deposits
- Mortgage Pass-Through Securities
- Time Deposits
- Local Agency Investment Fund (LAIF)

The investment policy specifically allows investment in LAIF and any other investment allowed by the California Government Code with prior Board of Commissioners approval.

Interest Rate Risk - Interest rate risk is the risk of loss due to the fair value of an investment falling due to interest rates rising. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. To limit exposure to fair value losses resulting from increases in interest rates, the Authority's investment policy limits investment maturities to a term appropriate to the need for funds so as to permit the Authority to meet all projected obligations.

As of March 31, 2016, the Authority had the following investments:

Investment Type	Interest Rates	Maturities		Fair Value	Weighted Average Maturity (Years)
		0-1 year	1-5 years		
<b>Pooled Investments</b>					
Local Agency Investment Fund (LAIF)	Variable	\$ 762	\$ -	\$ 762	-
Total		\$ 762	\$ -	\$ 762	-

Credit Risk - Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Authority's investment policy sets specific parameters by type of investment to be met at the time of purchase. Presented below is the minimum rating required by (where applicable) the California Government Code, and the actual rating as of year end for each investment type.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 3: CASH AND INVESTMENTS (CONTINUED)**

**C. Investments (Continued)**

<u>Investment Type</u>	<u>Minimum Legal Rating</u>	<u>Standard &amp; Poor's Rating</u>	<u>Moody's Rating</u>	<u>% of Portfolio</u>
LAIF	N/A	Unrated	Unrated	<u>100.00%</u>
Total				<u><u>100.00%</u></u>

Custodial Credit Risk - Custodial credit risk for investments is the risk that, in the event of the failure of a depository financial institution, the Authority will not be able to recover its deposits or collateral securities that are in the possession of an outside party. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investments in securities through the use of mutual funds or government investment pools.

Concentration of Credit Risk - Concentration of credit risk is the risk of loss attributed to the magnitude of the Authority's investment in a single issuer of securities. When investments are concentrated in one issuer, this concentration presents a heightened risk of potential loss. The Authority's investment policy does not contain limitations on the amount that can be invested in any one issuer. All investments of the Authority are in the Local Agency Investment Fund which contain a diversification of investments. The Authority's investment policy does not further limit the exposure to concentration of credit risk.

**D. Investments in External Investment Pools**

Investment in Local Agency Investment Fund - The Authority is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. At March 31, 2016 the Authority's investment position in LAIF was \$762 which approximates fair value and is the same as the value of the pool shares. The total amount invested by all public agencies in LAIF on that day was \$67,663,843,641. Of that amount, 98.12% is invested in non-derivative financial products and 1.88% in structured notes and asset-backed securities. The value of the pool shares in LAIF is determined on an amortized cost basis, which approximates fair value. The Local Investment Advisory Board, which consists of five members designed by the State statutes, has oversight responsibility for LAIF.

**NOTE 4: INVESTMENT IN PARTNERSHIP**

The Authority is a limited partner in Maple Park I, L.P. The Authority's share of profit, loss, and capital is 0.001%. At March 31, 2016, the Authority's investment in the partnership was \$319,880.

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 5: CAPITAL ASSETS**

Capital assets activity for the year ended March 31, 2016, was as follows:

	<u>Balance</u> <u>April 1, 2015</u>	<u>Additions</u>	<u>Retirements/ Adjustments</u>	<u>Balance</u> <u>March 31, 2016</u>
Capital Assets, Not Being Depreciated:				
Land	\$ 4,238,509	\$ -	\$ -	\$ 4,238,509
Construction in progress	<u>4,303,193</u>	<u>710,040</u>	<u>( 4,997,961)</u>	<u>15,272</u>
Total Capital Assets, Not Being Depreciated	<u>8,541,702</u>	<u>710,040</u>	<u>( 4,997,961)</u>	<u>4,253,781</u>
Capital Assets, Being Depreciated:				
Buildings and improvements	37,912,845	724,610	4,997,961	43,635,416
Equipment	<u>1,531,543</u>	<u>39,751</u>	<u>-</u>	<u>1,571,294</u>
Total Capital Assets, Being Depreciated	<u>39,444,388</u>	<u>764,361</u>	<u>4,997,961</u>	<u>45,206,710</u>
Less Accumulated Depreciation For:				
Buildings and improvements	( 17,087,447)	( 935,221)	-	( 18,022,668)
Equipment	<u>( 1,049,342)</u>	<u>( 32,412)</u>	<u>-</u>	<u>( 1,081,754)</u>
Total Accumulated Depreciation	<u>( 18,136,789)</u>	<u>( 967,633)</u>	<u>-</u>	<u>( 19,104,422)</u>
Total Capital Assets, Being Depreciated, Net	<u>21,307,599</u>	<u>( 203,272)</u>	<u>4,997,961</u>	<u>26,102,288</u>
Capital Assets, Net	<u>\$ 29,849,301</u>	<u>\$ 506,768</u>	<u>\$ -</u>	<u>\$ 30,356,069</u>

**Depreciation**

Depreciation expense was charged to the business-type functions as follows:

Public Housing	\$ 125,709
Rural Development	448,087
Business Activities	257,979
Housing Choice Vouchers	565
State/Local	102,292
Other Federal	<u>33,001</u>
Total Depreciation Expense	<u>\$ 967,633</u>

**NOTE 6: UNEARNED REVENUE**

At March 31, 2016, components of unearned revenue reported were as follows:

Rural Development	
Labor Housing grant monies received prior to completion of earnings requirements	<u>\$ 1,994,646</u>
Total	<u>\$ 1,994,646</u>

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 7: LONG-TERM LIABILITIES**

The following is a summary of changes in long-term liabilities for the year ended March 31, 2016:

	Balance <u>April 1, 2015</u>	Additions/ <u>Adjustments</u>	Retirements/ <u>Adjustments</u>	Balance <u>March 31, 2016</u>	Due Within <u>One Year</u>
Compensated Absences	\$ 209,135	\$ 132,900	(\$ 130,498)	\$ 211,537	\$ 113,366
Revenue Bonds	2,280,257	-	( 19,796)	2,260,461	20,837
Loans Payable	<u>12,234,271</u>	<u>-</u>	<u>( 285,292)</u>	<u>11,948,979</u>	<u>292,746</u>
Total Long-Term Liabilities	<u>\$ 14,723,663</u>	<u>\$ 132,900</u>	<u>(\$ 435,586)</u>	<u>\$ 14,420,977</u>	<u>\$ 426,949</u>

Individual issues of debt payable outstanding at March 31, 2016, are as follows:

Revenue Bonds Payable:

California Affordable Housing Agency Multi Family Housing Revenue Bonds Series 2014A, issued in the amount of \$1,625,000 and payable in semi-annual interest installments of \$34,531, with an interest rate of 4.250 percent and a maturity of March 1, 2019. The bonds were used to finance the acquisition of the Devonshire Apartments.	\$ 1,625,000
Butte View Estate Bonds, issued in the amount of \$810,000 and payable in monthly payments of \$4,418 including interest at 5.14 percent and maturity of November 1, 2034. These bonds were used to finance the acquisition of the Butte View Estates Apartment complex.	<u>635,461</u>
Total Revenue Bonds Payable	<u>2,260,461</u>

Loans Payable:

Rural Development Agency Loan, issued in the amount of \$290,000 and payable in monthly payments of \$863 including interest of 1 percent and maturity of October 1, 2026. This loan was used to finance rural development activities of the Richland Housing apartment complex.	121,116
Rural Development Agency Loan, issued in the amount of \$22,670 and payable in monthly payments of \$68 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	12,073
Rural Development Agency Loan, issued in the amount of \$7,466 and payable in monthly payments of \$22 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	3,976
Rural Development Agency Loan, issued in the amount of \$47,378 and payable in monthly payments of \$141 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	25,232
Rural Development Agency Loan, issued in the amount of \$2,902 and payable in monthly payments of \$9 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	1,545

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 7: LONG-TERM LIABILITIES (CONTINUED)**

Loans Payable (Continued):

Rural Development Agency Loan, issued in the amount of \$4,875 and payable in monthly payments of \$15 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	2,596
Rural Development Agency Loan, issued in the amount of \$1,412,827 and payable in monthly payments of \$4,206 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	752,500
Rural Development Agency Loan, issued in the amount of \$139,644 and payable in monthly payments of \$416 including interest of 1 percent and maturity of October 1, 2032. This loan was used to finance rural development activities of the Richland Housing apartment complex.	74,370
Rural Development Agency Loan, issued in the amount of \$1,365,908 and payable in monthly installments of \$4,584 including interest of 1 percent and maturity on August 1, 2040. This loan was used to finance rural development activities of the Richland Housing apartment complex.	1,165,050
Rural Development Agency Loan, issued in the amount of \$3,000,000 and payable in monthly installments of \$9,168 including interest of 1 percent and maturity on August 1, 2042. This loan was used to finance rural development activities of the Richland Housing apartment complex.	2,522,158
Rural Development Agency Loan, issued in the amount of \$127,817 and payable in monthly installments of \$391 including interest of 1 percent and maturity on February 1, 2043. This loan was used to finance rural development activities of the Richland Housing apartment complex.	106,269
Rural Development Agency Loan, issued in the amount of \$311,897. Payments are deferred until maturity on December 1, 2043. This loan was used to finance the acquisition of the Centennial Arms apartment complex.	301,224
Rural Development Agency Loan, issued in the amount of \$634,023 and payable in monthly installments of \$1,346, including interest of 1.89 percent and maturity on December 1, 2043. This loan was used to finance the rehabilitation of the Centennial Arms apartment complex.	614,831
Rural Development Agency Loan, issued in the amount of \$549,801 and payable in monthly installments of \$1,165 including interest of 1 percent and maturity of November 1, 2043. This loan was used to finance the acquisition of the Butte View Estates apartment complex.	523,293
Umpqua Bank Loan, issued in the amount of \$576,000 and payable in monthly installments of \$3,392 including interest at 5.750 percent and maturity on February 15, 2040. The loan was used to finance the acquisitions of the Centennial Arms apartment complex.	530,834

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 7: LONG-TERM LIABILITIES (CONTINUED)**

Loans Payable (Continued):

Tri Counties Bank Loan, issued in the amount of \$940,000 and payable in monthly installments of \$5,997, including interest of 5.75 percent and maturity on January 25, 2036. This loan was used to finance the acquisition of 1455 Butte House Road.	853,672
Tri Counties Bank Loan, issued in the amount of \$73,125 and payable in monthly installments of \$485 including interest of 5.00 percent and maturity on July 29, 2032. This loan was used to finance rehabilitation of Miles Market.	65,342
Umpqua Bank loan, issued in the amount of \$1,215,000 and payable in monthly interest only installments of 5.29 percent at the outstanding balance and maturity on October 21, 2019. The loan was used to finance the acquisition of properties related to the Trio program. As of March 31, 2015, \$1,015,937 in loan funds had been received.	998,590
City of Yuba City loan, issued in the amount of \$825,000. Interest is to accrue at the rate of 1 percent per annum. Payments are deferred unless there are sufficient residual receipts. The loan was used to finance the acquisition and rehabilitation of the Kingwood Commons complex.	825,000
River Valley Bank loan, issued in the amount of \$2,487,500 and payable in monthly installments of \$13,470 including interest of 5.00 percent and maturity of December 20, 2024. This loan was used to refinance the acquisition of the Kingwood Commons apartment complex.	<u>2,449,308</u>
<b>Total Loans Payable</b>	<u>11,948,979</u>
<b>Total Long-Term Liabilities</b>	<u>\$ 14,209,440</u>

Following is a schedule of debt payment requirements to maturity for long-term debt, excluding the City of Yuba City loan in the amount of \$825,000 which has no established repayment schedule, compensated absences that have indefinite maturities, net pension liability which is reported in Note 9 and OPEB which is reported in Note 10.

<u>Year Ended</u> <u>March 31</u>	Revenue Bonds		
	Principal	Interest	Total
2017	\$ 20,837	\$ 101,239	\$ 122,076
2018	21,934	100,142	122,076
2019	1,648,088	98,988	1,747,076
2020	24,304	28,740	53,044
2021	25,583	27,431	53,014
2022-2026	149,583	115,486	265,069
2027-2031	193,311	71,758	265,069
2032-2035	176,821	17,563	194,384
<b>Total</b>	<b>\$ 2,260,461</b>	<b>\$ 561,347</b>	<b>\$ 2,821,808</b>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 7: LONG-TERM LIABILITIES (CONTINUED)**

Year Ended March 31	Loans Payable		
	Principal	Interest	Total
2017	\$ 292,746	\$ 327,816	\$ 620,562
2018	299,343	321,228	620,571
2019	307,220	313,350	620,570
2020	1,232,500	286,724	1,519,224
2021	300,149	248,703	548,852
2022-2026	3,575,787	995,220	4,571,007
2027-2031	1,460,560	448,937	1,909,497
2032-2036	1,176,992	281,800	1,458,792
2037-2041	826,961	154,317	981,278
2042-2046	1,414,054	65,095	1,479,149
2047-2051	78,527	10,009	88,536
2052-2056	82,551	5,985	88,536
2057-2061	76,589	2,155	78,744
Total	\$ 11,123,979	\$ 3,461,339	\$ 14,585,318

**NOTE 8: NET POSITION**

The proprietary fund financial statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted, and unrestricted.

- **Net investment in capital assets** - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- **Restricted net position** - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- **Unrestricted net position** - All other net position that does not meet the definition of "restricted" or "net investment in capital assets".

**Net Position Flow Assumption**

When a government funds outlays for a particular purpose from both restricted and unrestricted resources, a flow assumption must be made about the order in which the resources are considered to be applied. When both restricted and unrestricted net position is available, it is considered that restricted resources are used first, followed by the unrestricted resources.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 9: PENSION PLAN**

**A. General Information about the Pension Plans**

**Plan Description**

The Authority contributes to the California Public Employees Retirement System (CalPERS), a cost-sharing multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by statute. Copies of PERS' annual financial report may be obtained on the CalPERS website.

Effective January 1, 2013, the Authority added retirement tiers for the Miscellaneous Plan for new employees as required under the Public Employee Pension Reform Act (PEPRA). New employees hired on or after January 1, 2013 will be subject to new, lower pension formulas, caps on pensionable income levels and new definitions of pensionable income. In addition, new employees will be required to contribute half of the total normal cost of the pension benefit unless impaired by an existing Memorandum of Understanding.

**Summary of Plans and Eligible Participants**

Open for New Enrollment	
Miscellaneous PEPRA	Miscellaneous members hired on or after January 1, 2013
Closed to New Enrollment	
Miscellaneous	Miscellaneous members hired before January 1, 2013

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. Retirement benefits are paid monthly for life. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Each Plans' specific provisions and benefits in effect at March 31, 2016, are summarized as follows:

	<u>Benefit</u> <u>Formula</u>	<u>Retirement</u> <u>Age</u>	<u>Monthly Benefits as a %</u> <u>of Eligible Compensation</u>
Miscellaneous	2.0% @ 55	50-60	2.0% to 1.7%
Miscellaneous PEPRA	2.0% @ 62	50-62	1.0% to 2.5%

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 9: PENSION PLAN (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

**Contributions**

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

	<u>Employer Contribution Rates</u>	<u>Employee Contribution Rates</u>	<u>Employer Paid Member Contribution Rates</u>
Miscellaneous	6.700%	7.000%	0.000%
Miscellaneous PEPRA	6.237%	6.250%	0.000%

For the year ended March 31, 2016. The contributions recognized as part of pension expense for each Plan were as follows:

	<u>Contributions-Employer</u>	<u>Contributions-Employee (Paid by Employer)</u>
Miscellaneous	\$ 313,684	\$ -

The Authority's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2015, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2014 rolled forward to June 30, 2015 using standard update procedures. The Authority's proportion of the net pension liability was based on a projection of the Authority's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. The Authority's proportionate share of the net pension liability for each Plan as of June 30, 2014 and 2015 was as follows:

	<u>Proportion June 30, 2014</u>	<u>Proportion June 30, 2015</u>	<u>Change - Increase (Decrease)</u>
Miscellaneous	.02297%	.02076%	( .00221%)

As of June 30, 2015, the Authority reported net pension liabilities for its proportionate shares of the net pension liability of each Plan as follows:

	<u>Proportionate Share of Net Pension Liability</u>
Miscellaneous	\$ 1,424,797
Total Net Pension Liability	<u>\$ 1,424,797</u>

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 9: PENSION PLAN (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

**Contributions (Continued)**

For the year ended March 31, 2016, the Authority recognized pension expense of \$192,789. At March 31, 2016, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 313,684	\$ -
Change in assumptions	-	( 122,190)
Difference between expected and actual experience	12,915	-
Differences between projected and actual earnings on pension plan investments	-	( 61,255)
Difference between City contributions and proportionate share of contributions	85,471	-
Adjustment due to differences in proportions	19,478	-
Total	\$ 431,548	(\$ 183,445)

\$313,684 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended March 31, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended</u> <u>June 30</u>	
2017	(\$ 51,089)
2018	( 49,395)
2019	( 43,396)
2020	78,299
Thereafter	-
Total	(\$ 65,581)

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 9: PENSION PLAN (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)**

**Actuarial Assumptions**

The total pension liabilities in the June 30, 2015 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2014
Measurement Date	June 30, 2015
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.65%
Inflation	2.75%
Payroll Growth	3.00%
Projected Salary Increase	3.00 (1)
Investment Rate of Return	7.5%
Mortality	(3)

- (1) Depending on age, service, and type of employment
- (2) Net of pension plan investment and administrative expenses, including inflation
- (3) Derived using CalPERS membership data for all funds

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2014 valuation were based on the results of a January 2014 actuarial experience study for the period 1997 to 2011. Further details of the Experience Study can be found on the CalPERS website.

**Discount Rate**

The discount rate used to measure the total pension liability was 7.65% for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.65% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.65% is applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at the CalPERS website under the GASB 68 section.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.65% investment return assumption used in this accounting valuation is net of administrative expenses.

Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65%. Using this lower discount rate has resulted in a slightly higher Total Pension Liability and Net Pension Liability. CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 9: PENSION PLAN (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

**Discount Rate (Continued)**

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

<u>Asset Class</u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1 - 10(a)</u>	<u>Real Return Years 11+(b)</u>
Global Equity	51.0%	5.25%	5.71%
Global Debt Securities	19.0%	0.99%	2.43%
Inflation Assets 6.0%	0.45%	3.36%	
Private Equity	10.0%	6.83%	6.95%
Real Estate	10.0%	4.50%	5.13%
Infrastructure and Forestland	2.0%	4.50%	5.09%
Liquidity	<u>2.0%</u>	-0.55%	-1.05%
Total	<u>100%</u>		

(a) An expected inflation of 2.5% used for this period

(b) An expected inflation of 3.0% used for this period

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 9: PENSION PLAN (CONTINUED)**

**B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions**

**Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the Authority's pools of net pension liability for each Plan as of the measurement date, calculated using the discount rate for each Plan, as well as what the Authority's pools net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>1% Decrease 6.65%</u>	<u>Discount Rate 7.65%</u>	<u>1% Increase 8.65%</u>
Miscellaneous	\$ 2,475,800	\$ 1,424,797	\$ 557,073

**Pension Plan Fiduciary Net Position**

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

**NOTE 10: OTHER POSTEMPLOYMENT BENEFITS (OPEB)**

**A. Plan Description**

Retirees of the Authority have an option to purchase medical coverage from a variety of providers. One option for medical coverage is the multiple-employer CalPERS Healthcare (PEMHCA) plan. If the employee selects the PEMHCA option, there is a requirement that the Authority pay a monthly contribution amount. The contribution levels are set in statute.

**B. Funding Policy**

The Authority has elected to calculate the ARC and related information using the alternative measurement method permitted by GASB 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and to amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

GASB 45 does not require pre-funding of OPEB benefits. Therefore, the Authority's funding policy is to continue to pay healthcare premiums for retirees as they fall due. The Authority has elected not to establish an irrevocable trust at this time. The Board of Commissioners reserves the authority to review and amend this funding policy from time to time, in order to ensure that the funding policy continues to best suit the circumstances of the Authority.

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 10: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)**

**C. Annual OPEB Cost and Net OPEB Obligation**

The Authority's annual other postemployment benefits (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC). The following table shows the components of the Authority's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in its net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	\$ 80,802
Contributions Made	<u>9,604</u>
Increase in Net OPEB Obligation	71,198
Net OPEB Obligation - Beginning of Year	<u>479,142</u>
Net OPEB Obligation - End of Year	<u>\$ 550,340</u>

The Authority's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the current and prior fiscal years is as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of Annual OPEB Cost Contributed	Net OPEB Obligation
March 31, 2014	\$ 112,962	6.2%	\$ 410,466
March 31, 2015	76,822	10.60%	479,142
March 31, 2016	80,802	11.89%	550,340

**D. Funded Status and Funding Progress**

As of April 1, 2014, the present value of the actuarial accrued liability for benefits was \$814,604, all of which was unfunded. The covered payroll (annual payroll of employees covered by the plan) was \$1,723,067 and the ratio to the unfunded liability to the covered payroll was 47.3 percent.

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrences of events far into the future. Examples include assumptions about future employment, mortality and healthcare cost trends. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer as subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress presents multiyear trend information about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**E. Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 10: OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)**

**E. Methods and Assumptions (Continued)**

The following simplifying assumptions were made:

Retirement age for active employees - Based on the historical average retirement age for the covered group, active plan members were assumed to retire based on the most recent California PERS 2% at 55 Miscellaneous employees retirement plan valuation.

Marital Status - Marital status of members at the calculation date was assumed to continue throughout retirement.

Mortality - Life expectancies at the calculation date are based on the most recent California PERS retirement plan valuation. The calculation of OPEB liability for each year is based on the assumption that all participants will live until their expected age as displayed in the mortality tables.

Turnover - The probability that an employee will remain employed until the assumed retirement age was determined using the most recent California PERS Public Agency Miscellaneous retirement plan valuation.

Healthcare cost trend rate - The healthcare cost trend rate was assumed to increase on the contribution requirement - will be 4.0% per year.

Health insurance premiums - 2015 health insurance premiums for retirees were used as a basis for calculation of the present value of total benefits to be paid.

Payroll increase - Changes in the payroll for current employees are expected to increase at a rate of approximately 3.25% annually.

Discount rate - The calculation uses an annual discount rate of 4.5%. This is based on the assumed long-term return on plan assets or employer assets.

Actuarial cost method - The entry age actuarial cost method was used. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at April 1, 2014 was twenty-five years.

**F. Plan For Funding**

On an ongoing basis, the Authority will be reviewing its assumptions, comparing them against actual experience and recalculating the needed funding with the goal of paying for postemployment benefits out of interest earned on designated funds.



**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**NOTE 11: RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority joined together with other housing authorities to participate in the Housing Authority Risk Retention Pool (HARRP). This joint venture is a public entity risk pool which serves as a common risk management and insurance program for property and liability coverage for 86 housing authority members. The Authority has also joined together with other housing authorities to participate in the California Housing Worker's Compensation Authority. This joint venture is a public entity risk pool which serves as a common risk management and insurance program for workers' compensation coverage for 31 housing authority members.

The Authority pays an annual premium to both of these joint ventures for its insurance coverage. The agreements with the joint ventures provide that they will be self-sustaining through member premiums and will reinsure through commercial companies for excess coverage.

There were no claims liability to be reported based on the requirements of Government Accounting Standards Board Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicated that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably determined.

**NOTE 12: OTHER INFORMATION**

**A. Contingent Liabilities**

The Housing Authority has received funds from various federal, state and local grant programs. It is possible that at some future date it may be determined that the Authority was not in compliance with applicable grant requirements. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time although the Authority does not expect such disallowed amount, if any, to materially affect the financial statements.

**B. Subsequent Events**

Management has evaluated events subsequent to March 31, 2016 through August 8, 2016, the date on which the financial statements were available for issuance. Management has determined no subsequent events requiring disclosure have occurred.

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**Required Supplementary Information  
(Unaudited)**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Required Supplementary Information**  
**City Pension Plan**  
**Schedule of Proportionate Share of the Net Pension Liability**  
**For the Year Ended March 31, 2016**  
**Last 10 Years\***

	<b>2016</b>
<b>Miscellaneous Plan</b>	
Proportion of the net pension liability	0.02076%
Proportionate share of the net pension liability	\$ 1,424,797
Covered employee payroll	1,640,583
Proportionate share of the net pension liability as a percentage of covered employee payroll	86.85%
Plan fiduciary net position as a percentage of the total pension liability	81.54%

\* The City implemented GASB 68 for fiscal year March 31, 2016, therefore only one year is shown.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Required Supplementary Information**  
**Authority Pension Plan**  
**Schedule of Contributions**  
**For the Year Ended March 31, 2016**  
**Last 10 Years\***

	<b>2016</b>
<b>Miscellaneous Plan</b>	
Contractually required contribution (actuarially determined)	\$ 313,684
Contributions in relation to the actuarially determined contributions	(313,684)
Contribution deficiency (excess)	\$ -
Covered employee payroll	\$ 1,649,778
Contributions as a percentage of covered employee payroll	19.01%

\* The City implemented GASB 68 for fiscal year March 31, 2016, therefore only one year is shown.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Required Supplementary Information**  
**Notes to Authority Pension Plan**  
**For the Year Ended March 31, 2016**

**NOTE 1: SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**

There were no changes in assumptions or benefits in calculating the net pension liability.

**NOTE 2: SCHEDULE OF CONTRIBUTIONS**

Methods and assumptions used to determine the contribution rates for the Miscellaneous Plans were as follows:

Valuation Date	June 30, 2012
Actuarial cost method	Entry Age Normal
Amortization method	Level percentage of payroll, closed
Remaining amortization period	19 years as of the valuation date
Asset valuation method	15-year smoothed market
Inflation	2.75%
Salary increases	3.30% to 14.20% depending on age, service, and type of employment
Investment rate of return	7.50%, net of pension plan investment and administrative expense, including inflation
Retirement age	55-62 years

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Basic Financial Statements**  
**For the Year Ended March 31, 2016**

**SCHEDULE OF FUNDING PROGRESS - OTHER POSTEMPLOYMENT BENEFITS**

The table below shows a three year analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll as of March 31, 2013, 2014, and 2015 for the Authority Other Postemployment Benefit Plan.

<u>Actuarial Valuation Date</u>	<u>Value of Assets (AVA)</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Actuarial Unfunded AAL (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a % of Covered Payroll</u>
March 31, 2013	\$ 0	\$ 777,240	\$ 777,240	0.0%	\$ 1,764,719	44.0%
March 31, 2014	0	858,292	858,292	0.0%	1,545,119	55.5%
March 31, 2015	0	814,604	814,604	0.0%	1,723,067	47.3%



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**Supplementary Information**

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**Combining Schedules - Enterprise Fund**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Enterprise Fund**  
**March 31, 2016**

	<u>Public Housing</u>	<u>Rural Development</u>	<u>Business Activities</u>
<b>ASSETS</b>			
Current Assets:			
Cash and investments	\$ 611,719	\$ 3,162,967	\$ 124,191
Receivables:			
Tenants, net	11,183	58,661	10,010
Operating reimbursement	-	-	25,080
Other	-	-	-
Prepaid costs	-	1,424	-
Due from other funds	440,141	1,199,205	1,164,760
Investment in partnership	319,880	-	-
<b>Total Current Assets</b>	<u>1,382,923</u>	<u>4,422,257</u>	<u>1,324,041</u>
Restricted Assets:			
Cash and investments	-	630,917	-
<b>Total Restricted Assets</b>	<u>-</u>	<u>630,917</u>	<u>-</u>
Capital Assets:			
Nondepreciable assets	343,578	326,646	2,590,260
Depreciable assets, net	2,703,896	14,995,869	4,777,422
<b>Total Capital Assets</b>	<u>3,047,474</u>	<u>15,322,515</u>	<u>7,367,682</u>
<b>Total Assets</b>	<u>4,430,397</u>	<u>20,375,689</u>	<u>8,691,723</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension adjustments	92,278	93,451	48,275
<b>Total Deferred Outflows of Resources</b>	<u>92,278</u>	<u>93,451</u>	<u>48,275</u>

<b>Housing Choice Vouchers</b>	<b>State/ Local</b>	<b>Other Federal</b>	<b>Totals</b>
\$ 117,207	\$ 135,330	\$ 10,281	\$ 4,161,695
4,033	5,033	8,842	97,762
37,838	367,775	-	430,693
25,027	-	-	25,027
-	-	-	1,424
12,420,665	227,840	167,465	15,620,076
-	-	-	319,880
<u>12,604,770</u>	<u>735,978</u>	<u>186,588</u>	<u>20,656,557</u>
<u>110,182</u>	<u>-</u>	<u>-</u>	<u>741,099</u>
<u>110,182</u>	<u>-</u>	<u>-</u>	<u>741,099</u>
-	781,390	211,907	4,253,781
40,981	2,670,099	914,021	26,102,288
<u>40,981</u>	<u>3,451,489</u>	<u>1,125,928</u>	<u>30,356,069</u>
<u>12,755,933</u>	<u>4,187,467</u>	<u>1,312,516</u>	<u>51,753,725</u>
<u>124,128</u>	<u>66,512</u>	<u>6,904</u>	<u>431,548</u>
<u>124,128</u>	<u>66,512</u>	<u>6,904</u>	<u>431,548</u>

Continued (Page 1 of 2)

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Enterprise Fund**  
**March 31, 2016**

	<u>Public Housing</u>	<u>Rural Development</u>	<u>Business Activities</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts payable	\$ 60,677	\$ 149,960	\$ 37,762
Accrued interest	-	-	107,250
Prepaid tenant rent	2,953	5,233	4,759
Accrued salaries and benefits	12,214	14,566	5,166
Security deposits payable	45,197	33,443	27,710
Escrow deposits payable	-	-	-
Unearned revenue	-	1,994,646	-
Due to other funds	298,900	1,148,788	2,058,858
Compensated absences payable	29,074	42,612	4,347
Bonds payable	-	20,837	-
Loans payable	-	208,361	84,385
<b>Total Current Liabilities</b>	<u>449,015</u>	<u>3,618,446</u>	<u>2,330,237</u>
Noncurrent Liabilities:			
Net pension liability	304,665	308,538	159,385
OPEB liability	106,716	160,211	130,295
Compensated absences - net of current portion	19,724	35,968	3,634
Bonds payable - net of current portion	-	614,624	-
Loans payable - net of current portion	-	6,548,706	5,107,527
<b>Total Noncurrent Liabilities</b>	<u>431,105</u>	<u>7,668,047</u>	<u>5,400,841</u>
<b>Total Liabilities</b>	<u>880,120</u>	<u>11,286,493</u>	<u>7,731,078</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension adjustments	39,226	39,725	20,521
<b>Total Deferred Inflows of Resources</b>	<u>39,226</u>	<u>39,725</u>	<u>20,521</u>
<b>NET POSITION</b>			
Net investment in capital assets	3,047,474	7,929,987	2,175,770
Restricted for:			
Housing assistance payments	-	-	-
Neighborhood stabilization	-	-	-
Unrestricted	555,855	1,212,935	(1,187,371)
<b>Total Net Position</b>	<u>\$ 3,603,329</u>	<u>\$ 9,142,922</u>	<u>\$ 988,399</u>



<b>Housing Choice Vouchers</b>	<b>State/ Local</b>	<b>Other Federal</b>	<b>Totals</b>
\$ 20,468	\$ 287,131	\$ 9,495	\$ 565,493
-	-	-	107,250
1	225	464	13,635
15,696	4,606	1,581	53,829
100	12,650	10,080	129,180
110,182	-	-	110,182
-	-	-	1,994,646
12,420,665	56,103	-	15,983,314
22,040	14,279	1,014	113,366
-	-	-	20,837
-	-	-	292,746
<u>12,589,152</u>	<u>374,994</u>	<u>22,634</u>	<u>19,384,478</u>
409,820	219,594	22,795	1,424,797
144,012	580	8,526	550,340
22,978	14,808	1,059	98,171
-	-	1,625,000	2,239,624
-	-	-	11,656,233
<u>576,810</u>	<u>234,982</u>	<u>1,657,380</u>	<u>15,969,165</u>
<u>13,165,962</u>	<u>609,976</u>	<u>1,680,014</u>	<u>35,353,643</u>
<u>52,765</u>	<u>28,273</u>	<u>2,935</u>	<u>183,445</u>
<u>52,765</u>	<u>28,273</u>	<u>2,935</u>	<u>183,445</u>
40,981	3,451,489	(499,072)	16,146,629
-	-	-	-
-	150,785	-	150,785
(379,647)	13,456	135,543	350,771
<u>\$ (338,666)</u>	<u>\$ 3,615,730</u>	<u>\$ (363,529)</u>	<u>\$ 16,648,185</u>

Continued (Page 2 of 2)

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Enterprise Fund**  
**For the Year Ended March 31, 2016**

	<b>Public Housing</b>	<b>Rural Development</b>	<b>Business Activities</b>
<b>OPERATING REVENUES</b>			
Dwelling rents	\$ 676,780	\$ 1,121,017	\$ 691,687
Housing assistance payments revenue and fees	-	-	-
Other tenant revenue	51,953	14,936	95,790
Other revenue	2,938	12,415	378,454
<b>Total Operating Revenues</b>	<b>731,671</b>	<b>1,148,368</b>	<b>1,165,931</b>
<b>OPERATING EXPENSES</b>			
Administrative	345,062	300,530	311,857
Tenant services	30,236	36,901	22,607
Utilities	197,279	286,270	94,811
Maintenance	494,170	711,057	243,899
Protective services	14,866	28,084	6,022
Insurance premiums	23,336	36,089	11,460
Other general expenses	86,104	177,041	29,689
Housing assistance payments	-	-	-
Depreciation	125,709	448,087	257,979
<b>Total Operating Expenses</b>	<b>1,316,762</b>	<b>2,024,059</b>	<b>978,324</b>
<b>Operating Income (Loss)</b>	<b>(585,091)</b>	<b>(875,691)</b>	<b>187,607</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>			
Intergovernmental revenue	739,719	3,279,494	56,032
Partnership revenue (expense)	(12)	-	-
Interest income	228	3,308	414
Interest expense	-	(134,391)	(242,357)
<b>Total Non-operating Revenue (Expenses)</b>	<b>739,935</b>	<b>3,148,411</b>	<b>(185,911)</b>
<b>Income (Loss) Before Transfers</b>	<b>154,844</b>	<b>2,272,720</b>	<b>1,696</b>
Transfers	284,769	-	-
<b>Change in Net Position</b>	<b>439,613</b>	<b>2,272,720</b>	<b>1,696</b>
<b>Total Net Position - Beginning</b>	<b>3,521,075</b>	<b>7,232,104</b>	<b>1,173,656</b>
Cumulative effect of a change in accounting principle	(357,359)	(361,902)	(186,953)
<b>Total Net Position - Beginning, Restated</b>	<b>3,163,716</b>	<b>6,870,202</b>	<b>986,703</b>
<b>Total Net Position - Ending</b>	<b>\$ 3,603,329</b>	<b>\$ 9,142,922</b>	<b>\$ 988,399</b>

<b>Housing Choice Vouchers</b>	<b>State/ Local</b>	<b>Other Federal</b>	<b>Totals</b>
\$ -	\$ 236,834	\$ 237,936	\$ 2,964,254
8,710,905	-	7,809	8,718,714
-	1,357	-	164,036
88,179	12,951	-	494,937
<u>8,799,084</u>	<u>251,142</u>	<u>245,745</u>	<u>12,341,941</u>
678,501	318,418	25,780	1,980,148
106,764	50,739	18,043	265,290
5,981	97,334	55,739	737,414
8,746	166,810	87,164	1,711,846
-	-	-	48,972
9,263	12,548	2,612	95,308
198,514	373,003	1,390	865,741
8,225,551	-	-	8,225,551
565	102,292	33,001	967,633
<u>9,233,885</u>	<u>1,121,144</u>	<u>223,729</u>	<u>14,897,903</u>
<u>(434,801)</u>	<u>(870,002)</u>	<u>22,016</u>	<u>(2,555,962)</u>
-	835,224	-	4,910,469
-	-	-	(12)
418	179	25	4,572
-	-	(74,063)	(450,811)
<u>418</u>	<u>835,403</u>	<u>(74,038)</u>	<u>4,464,218</u>
<u>(434,383)</u>	<u>(34,599)</u>	<u>(52,022)</u>	<u>1,908,256</u>
-	-	(284,769)	-
<u>(434,383)</u>	<u>(34,599)</u>	<u>(336,791)</u>	<u>1,908,256</u>
576,419	3,907,904	-	16,411,158
<u>(480,702)</u>	<u>(257,575)</u>	<u>(26,738)</u>	<u>(1,671,229)</u>
<u>95,717</u>	<u>3,650,329</u>	<u>(26,738)</u>	<u>14,739,929</u>
<u>\$ (338,666)</u>	<u>\$ 3,615,730</u>	<u>\$ (363,529)</u>	<u>\$ 16,648,185</u>

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Enterprise Fund**  
**For the Year Ended March 31, 2016**

	<b>Public Housing</b>	<b>Rural Development</b>	<b>Business Activities</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from customers	\$ 737,258	\$ 927,527	\$ 1,172,597
Housing assistance payments on behalf of tenants	-	-	-
Payments to suppliers	(676,716)	(853,111)	(349,213)
Payments to employees	(624,979)	(622,156)	(504,861)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>(564,437)</u>	<u>(547,740)</u>	<u>318,523</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>			
Intergovernmental revenues received	739,719	1,351,420	48,534
Transfers from other funds	4,406	-	301
Transfers to other funds	(212,675)	-	(301)
Interfund loans received	298,900	1,148,788	2,058,858
Interfund loans made	(440,141)	(1,199,205)	(1,164,760)
Interfund loans repaid	(141,740)	(490,603)	(1,224,452)
Interfund loan repayments received	141,740	1,544,936	281,345
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>	<u>390,209</u>	<u>2,355,336</u>	<u>(475)</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Acquisition of capital assets	(387,246)	(2,464,720)	(10,039)
Principal paid on debt	-	(228,040)	(77,048)
Interest paid on debt	-	(134,391)	(234,107)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	<u>(387,246)</u>	<u>(2,827,151)</u>	<u>(321,194)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Interest income	227	3,308	413
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>227</u>	<u>3,308</u>	<u>413</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	(561,247)	(1,016,247)	(2,733)
<b>Balances - Beginning</b>	<u>1,172,966</u>	<u>4,810,131</u>	<u>126,924</u>
<b>Balances - Ending</b>	<u>\$ 611,719</u>	<u>\$ 3,793,884</u>	<u>\$ 124,191</u>

<b>Housing Choice Vouchers</b>	<b>State/ Local</b>	<b>Other Federal</b>	<b>Totals</b>
\$ 81,101	\$ 252,993	\$ 240,860	\$ 3,412,336
9,523,710	-	-	9,523,710
(8,941,884)	(477,869)	(153,374)	(11,452,167)
(384,199)	(315,761)	(43,972)	(2,495,928)
<u>278,728</u>	<u>(540,637)</u>	<u>43,514</u>	<u>(1,012,049)</u>
-	489,481	-	2,629,154
-	3,510	208,269	216,486
-	(3,510)	-	(216,486)
12,420,665	56,103	-	15,983,314
(12,420,665)	(227,840)	(167,465)	(15,620,076)
(111,226)	(26,881)	-	(1,994,902)
-	26,881	-	1,994,902
<u>(111,226)</u>	<u>317,744</u>	<u>40,804</u>	<u>2,992,392</u>
(33,067)	(9,445)	-	(2,904,517)
-	-	-	(305,088)
-	-	(74,063)	(442,561)
<u>(33,067)</u>	<u>(9,445)</u>	<u>(74,063)</u>	<u>(3,652,166)</u>
419	181	26	4,574
419	181	26	4,574
134,854	(232,157)	10,281	(1,667,249)
92,535	367,487	-	6,570,043
<u>\$ 227,389</u>	<u>\$ 135,330</u>	<u>\$ 10,281</u>	<u>\$ 4,902,794</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Enterprise Fund**  
**For the Year Ended March 31, 2016**

	<b>Public Housing</b>	<b>Rural Development</b>	<b>Business Activities</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>			
Operating income (loss)	\$ (585,091)	\$ (875,691)	\$ 187,607
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation	125,709	448,087	257,979
Decrease (increase) in:			
Accounts receivable - tenants, net	3,743	(49,697)	4,366
Accounts receivable - operating reimbursement	-	-	-
Accounts receivable - other	-	-	-
Prepaid costs	-	(51)	-
Pension adjustments - deferred outflows of resources	(46,157)	(46,744)	(24,148)
Increase (decrease) in:			
Accounts payable	(11,756)	28,398	12,516
Prepaid tenant rent	(1,152)	(2,805)	1,450
Accrued salaries and benefits	(14,545)	(25,889)	(29,689)
Security deposits payable	2,995	4,634	850
Escrow deposits payable	-	-	-
Pension adjustments - deferred inflows of resources	(58,578)	(59,322)	(30,645)
Net pension liability	(1,011)	(1,024)	(529)
OPEB liability	11,376	15,233	4,707
Compensated absences payable	10,030	17,131	(65,941)
<b>Net Cash Provided (Used) by Operating Activities</b>	<b>\$ (564,437)</b>	<b>\$ (547,740)</b>	<b>\$ 318,523</b>
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Transfer of capital assets	\$ -	\$ -	\$ -

<u>Housing Choice Vouchers</u>	<u>State/ Local</u>	<u>Other Federal</u>	<u>Totals</u>
\$ (434,801)	\$ (870,002)	\$ 22,016	\$ (2,555,962)
565	102,292	33,001	967,633
663	569	(3,782)	(44,138)
812,804	-	-	812,804
8,404	-	-	8,404
-	-	-	(51)
(62,088)	(33,269)	(3,454)	(215,860)
8,168	268,205	1,287	306,818
(1)	157	(1,894)	(4,245)
(9,803)	4,449	(1,151)	(76,628)
-	1,125	791	10,395
(16,244)	-	-	(16,244)
(78,796)	(42,222)	(4,383)	(273,946)
(1,361)	(729)	(75)	(4,729)
37,920	-	1,962	71,198
13,198	28,788	(804)	2,402
<u>\$ 278,628</u>	<u>\$ (540,637)</u>	<u>\$ 43,514</u>	<u>\$ (1,012,149)</u>
\$ -	\$ -	\$ -	\$ -

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**Combining Schedules - Public Housing**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Public Housing**  
**March 31, 2016**

	<u>Richland Housing</u>	<u>River City Manor</u>	<u>Senior Village</u>
<b>ASSETS</b>			
Current Assets:			
Cash and investments	\$ 587,159	\$ 5,344	\$ 11,418
Receivables:			
Tenants, net	8,229	515	2,439
Due from other funds	440,141	-	-
Investment in partnership	-	-	-
<b>Total Current Assets</b>	<u>1,035,529</u>	<u>5,859</u>	<u>13,857</u>
Noncurrent Assets:			
Nondepreciable assets	117,722	137,570	88,286
Depreciable assets, net	2,363,232	149,106	191,558
<b>Total Noncurrent Assets</b>	<u>2,480,954</u>	<u>286,676</u>	<u>279,844</u>
<b>Total Assets</b>	<u>3,516,483</u>	<u>292,535</u>	<u>293,701</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension adjustments	-	-	-
<b>Total Deferred Outflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts payable	45,685	4,254	10,738
Prepaid tenant rent	2,189	168	596
Accrued salaries and benefits	8,379	1,529	2,306
Security deposits payable	28,902	4,923	11,372
Due to other funds	-	63,939	234,812
Compensated absences payable	20,970	2,982	5,122
<b>Total Current Liabilities</b>	<u>106,125</u>	<u>77,795</u>	<u>264,946</u>
Noncurrent Liabilities:			
Net pension liability	-	-	-
OPEB liability	66,157	14,257	26,302
Compensated absences - net of current portion	13,257	2,267	4,200
<b>Total Noncurrent Liabilities</b>	<u>79,414</u>	<u>16,524</u>	<u>30,502</u>
<b>Total Liabilities</b>	<u>185,539</u>	<u>94,319</u>	<u>295,448</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension adjustments	-	-	-
<b>Total Deferred Inflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET POSITION</b>			
Net investment in capital assets	2,480,954	286,676	279,844
Unrestricted	849,990	(88,460)	(281,591)
<b>Total Net Position</b>	<u>\$ 3,330,944</u>	<u>\$ 198,216</u>	<u>\$ (1,747)</u>

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Maple Park	Devonshire	Development Project - Maple Park #1	Program Benefits	Total
\$ 7,798	\$ -	\$ -	\$ -	\$ 611,719
-	-	-	-	11,183
-	-	-	-	440,141
-	-	319,880	-	319,880
7,798	-	319,880	-	1,382,923
-	-	-	-	343,578
-	-	-	-	2,703,896
-	-	-	-	3,047,474
7,798	-	319,880	-	4,430,397
-	-	-	92,278	92,278
-	-	-	92,278	92,278
-	-	-	-	60,677
-	-	-	-	2,953
-	-	-	-	12,214
-	-	-	-	45,197
-	-	149	-	298,900
-	-	-	-	29,074
-	-	149	-	449,015
-	-	-	304,665	304,665
-	-	-	-	106,716
-	-	-	-	19,724
-	-	-	304,665	431,105
-	-	149	304,665	880,120
-	-	-	39,226	39,226
-	-	-	39,226	39,226
-	-	-	-	3,047,474
7,798	-	319,731	(251,613)	555,855
\$ 7,798	\$ -	\$ 319,731	\$ (251,613)	\$ 3,603,329

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Public Housing**  
**For the Year Ended March 31, 2016**

	<u>Richland Housing</u>	<u>River City Manor</u>	<u>Senior Village</u>
<b>OPERATING REVENUES</b>			
Dwelling rents	\$ 452,028	\$ 65,519	\$ 159,233
Other tenant revenue	11,996	35,612	4,345
Other revenue	1,630	181	1,127
<b>Total Operating Revenues</b>	<u>465,654</u>	<u>101,312</u>	<u>164,705</u>
<b>OPERATING EXPENSES</b>			
Administrative	302,236	63,235	85,337
Tenant services	10,943	8,238	11,055
Utilities	120,013	21,328	55,938
Maintenance	279,673	60,953	153,544
Protective services	11,666	-	3,200
Insurance premiums	12,505	2,980	7,851
Other general expenses	56,852	12,099	17,321
Depreciation	101,156	8,538	16,015
<b>Total Operating Expenses</b>	<u>895,044</u>	<u>177,371</u>	<u>350,261</u>
<b>Operating Income (Loss)</b>	<u>(429,390)</u>	<u>(76,059)</u>	<u>(185,556)</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>			
Intergovernmental revenue	662,749	-	76,970
Partnership revenue (expense)	-	-	-
Interest income	35	11	182
<b>Total Non-operating Revenue (Expenses)</b>	<u>662,784</u>	<u>11</u>	<u>77,152</u>
<b>Income (Loss) Before Transfers</b>	233,394	(76,048)	(108,404)
Transfers	(4,406)	-	-
<b>Change in Net Position</b>	<u>228,988</u>	<u>(76,048)</u>	<u>(108,404)</u>
<b>Total Net Position - Beginning</b>	3,101,956	274,264	106,657
Cumulative effect of a change in accounting principle	-	-	-
<b>Total Net Position - Beginning, Restated</b>	<u>3,101,956</u>	<u>274,264</u>	<u>106,657</u>
<b>Total Net Position - Ending</b>	<u>\$ 3,330,944</u>	<u>\$ 198,216</u>	<u>\$ (1,747)</u>

Maple Park	Devonshire	Development Project - Maple Park #1	Program Benefits	Total
\$ -	\$ -	\$ -	\$ -	\$ 676,780
-	-	-	-	51,953
-	-	-	-	2,938
-	-	-	-	731,671
-	-	-	(105,746)	345,062
-	-	-	-	30,236
-	-	-	-	197,279
-	-	-	-	494,170
-	-	-	-	14,866
-	-	-	-	23,336
-	-	(168)	-	86,104
-	-	-	-	125,709
-	-	(168)	(105,746)	1,316,762
-	-	168	105,746	(585,091)
-	-	-	-	739,719
-	-	(12)	-	(12)
-	-	-	-	228
-	-	(12)	-	739,935
-	-	156	105,746	154,844
4,406	284,769	-	-	284,769
4,406	284,769	156	105,746	439,613
3,392	(284,769)	319,575	-	3,521,075
-	-	-	(357,359)	(357,359)
3,392	(284,769)	319,575	(357,359)	3,163,716
\$ 7,798	\$ -	\$ 319,731	\$ (251,613)	\$ 3,603,329

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Public Housing**  
**For the Year Ended March 31, 2016**

	<u>Richland Housing</u>	<u>River City Manor</u>	<u>Senior Village</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from customers	\$ 469,300	\$ 100,912	\$ 167,046
Payments to suppliers	(381,670)	(78,763)	(216,429)
Payments to employees	(417,777)	(88,959)	(118,243)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>(330,147)</u>	<u>(66,810)</u>	<u>(167,626)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>			
Intergovernmental revenues received	662,749	-	76,970
Transfers from other funds	-	-	-
Transfers to other funds	(4,406)	-	-
Interfund loans received	-	63,939	234,812
Interfund loans made	(440,141)	-	-
Interfund loans repaid	-	-	(141,423)
Interfund loans repayments received	141,740	-	-
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>	<u>359,942</u>	<u>63,939</u>	<u>170,359</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Acquisition of capital assets	(365,911)	(18,433)	(2,902)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	<u>(365,911)</u>	<u>(18,433)</u>	<u>(2,902)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Interest income	35	11	182
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>35</u>	<u>11</u>	<u>182</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	(336,081)	(21,293)	13
<b>Balances - Beginning of the Year</b>	923,240	26,637	11,405
<b>Balances - End of the Year</b>	<u>\$ 587,159</u>	<u>\$ 5,344</u>	<u>\$ 11,418</u>

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Maple Park	Devonshire	Development Project - Maple Park #1	Program Benefits	Totals
\$ -	\$ -	\$ -	\$ -	\$ 737,258
(22)	-	168	-	(676,716)
-	-	-	-	(624,979)
(22)	-	168	-	(564,437)
-	-	-	-	739,719
4,406	-	-	-	4,406
-	(208,269)	-	-	(212,675)
-	-	149	-	298,900
-	-	-	-	(440,141)
-	-	(317)	-	(141,740)
-	-	-	-	141,740
4,406	(208,269)	(168)	-	390,209
-	-	-	-	(387,246)
-	-	-	-	(387,246)
-	(1)	-	-	227
-	(1)	-	-	227
4,384	(208,270)	-	-	(561,247)
3,414	208,270	-	-	1,172,966
\$ 7,798	\$ -	\$ -	\$ -	\$ 611,719

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Public Housing**  
**For the Year Ended March 31, 2016**

	<u>Richland Housing</u>	<u>River City Manor</u>	<u>Senior Village</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>			
Operating income (loss)	\$ (429,390)	\$ (76,059)	\$ (185,556)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation	101,156	8,538	16,015
Decrease (increase) in:			
Accounts receivable - tenants, net	1,543	(263)	2,463
Pension adjustments - deferred outflows of resources	-	-	-
Increase (decrease) in:			
Accounts payable	(13,202)	1,489	(21)
Prepaid tenant rent	(1,431)	(59)	338
Accrued salaries and benefits	(8,326)	(2,230)	(3,989)
Security deposits payable	3,533	(78)	(460)
Pension adjustments - deferred inflows of resources	-	-	-
Net pension liability	-	-	-
OPEB liability	6,538	1,569	3,269
Compensated absences payable	9,432	283	315
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>\$ (330,147)</u>	<u>\$ (66,810)</u>	<u>\$ (167,626)</u>

<u>Maple Park</u>	<u>Devonshire</u>	<u>Development Project - Maple Park #1</u>	<u>Program Benefits</u>	<u>Totals</u>
\$ -	\$ -	\$ 168	\$ 105,746	\$ (585,091)
-	-	-	-	125,709
-	-	-	-	3,743
-	-	-	(46,157)	(46,157)
(22)	-	-	-	(11,756)
-	-	-	-	(1,152)
-	-	-	-	(14,545)
-	-	-	-	2,995
-	-	-	(58,578)	(58,578)
-	-	-	(1,011)	(1,011)
-	-	-	-	11,376
-	-	-	-	10,030
<u>\$ (22)</u>	<u>\$ -</u>	<u>\$ 168</u>	<u>\$ -</u>	<u>\$ (564,437)</u>

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**Combining Schedules - Rural Development**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Rural Development**  
**March 31, 2016**

	<u>Rural Development</u>	<u>Joe Serna Grant #2</u>	<u>Rural Development Loan #3</u>	<u>Centennial Arms</u>
<b>ASSETS</b>				
Current Assets:				
Cash and investments	\$ 17,450	\$ 220,818	\$ 215,662	\$ 107,182
Accounts receivable - tenants, net	4,490	-	-	8,841
Prepaid costs	-	-	-	1,424
Due from other funds	-	-	763,731	435,474
<b>Total Current Assets</b>	<u>21,940</u>	<u>220,818</u>	<u>979,393</u>	<u>552,921</u>
Restricted Assets:				
Cash and investments	630,917	-	-	-
<b>Total Restricted Assets</b>	<u>630,917</u>	<u>-</u>	<u>-</u>	<u>-</u>
Noncurrent Assets:				
Nondepreciable assets	56,856	-	-	37,245
Depreciable assets, net	13,153,724	-	-	1,278,278
<b>Total Noncurrent Assets</b>	<u>13,210,580</u>	<u>-</u>	<u>-</u>	<u>1,315,523</u>
<b>Total Assets</b>	<u>13,863,437</u>	<u>220,818</u>	<u>979,393</u>	<u>1,868,444</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension adjustments	-	-	-	-
<b>Total Deferred Outflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>



**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Rural Development**  
**March 31, 2016**

	<u>Rural Development</u>	<u>Joe Serna Grant #2</u>	<u>Rural Development Loan #3</u>	<u>Centennial Arms</u>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	139,904	-	-	4,168
Prepaid tenant rent	4,125	-	-	782
Accrued salaries and benefits	12,639	-	-	598
Security deposits payable	16,450	-	-	8,525
Unearned revenue	-	-	-	-
Due to other funds	504,524	-	-	-
Compensated absences payable	36,561	-	-	1,924
Bonds payable	-	-	-	-
Loans payable	191,587	-	-	15,038
<b>Total Current Liabilities</b>	<u>905,790</u>	<u>-</u>	<u>-</u>	<u>31,035</u>
Noncurrent Liabilities:				
Net pension liability	-	-	-	-
OPEB liability	128,928	-	-	10,190
Compensated absences - net of current portion	30,983	-	-	1,554
Bonds payable - net of current portion	-	-	-	-
Loans payable - net of current portion	4,595,302	-	-	1,431,846
<b>Total Noncurrent Liabilities</b>	<u>4,755,213</u>	<u>-</u>	<u>-</u>	<u>1,443,590</u>
<b>Total Liabilities</b>	<u>5,661,003</u>	<u>-</u>	<u>-</u>	<u>1,474,625</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension adjustments	-	-	-	-
<b>Total Deferred Inflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET POSITION</b>				
Net investment in capital assets	8,423,691	-	-	(131,361)
Unrestricted	(221,257)	220,818	979,393	525,180
<b>Total Net Position</b>	<u>\$ 8,202,434</u>	<u>\$ 220,818</u>	<u>\$ 979,393</u>	<u>\$ 393,819</u>

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<u>Butte View Estates</u>	<u>Centennial Arms Rehabilitation</u>	<u>Hans Miller ADA</u>	<u>Joe Serna Grant #3</u>	<u>15-20 Remaining Units</u>	<u>Program Benefits</u>	<u>Totals</u>
\$ 183,545	\$ -	\$ 197,660	\$ 229,116	\$ 1,991,534	\$ -	\$ 3,162,967
45,330	-	-	-	-	-	58,661
-	-	-	-	-	-	1,424
-	-	-	-	-	-	1,199,205
<u>228,875</u>	<u>-</u>	<u>197,660</u>	<u>229,116</u>	<u>1,991,534</u>	<u>-</u>	<u>4,422,257</u>
-	-	-	-	-	-	630,917
-	-	-	-	-	-	630,917
221,880	-	-	-	10,665	-	326,646
563,867	-	-	-	-	-	14,995,869
<u>785,747</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,665</u>	<u>-</u>	<u>15,322,515</u>
<u>1,014,622</u>	<u>-</u>	<u>197,660</u>	<u>229,116</u>	<u>2,002,199</u>	<u>-</u>	<u>20,375,689</u>
-	-	-	-	-	93,451	93,451
-	-	-	-	-	93,451	93,451

Continued (Page 1 of 2)

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<u>Butte View Estates</u>	<u>Centennial Arms Rehabilitation</u>	<u>Hans Miller ADA</u>	<u>Joe Serna Grant #3</u>	<u>15-20 Remaining Units</u>	<u>Program Benefits</u>	<u>Totals</u>
5,888	-	-	-	-	-	149,960
326	-	-	-	-	-	5,233
1,329	-	-	-	-	-	14,566
8,468	-	-	-	-	-	33,443
-	-	-	-	1,994,646	-	1,994,646
48,034	596,230	-	-	-	-	1,148,788
4,127	-	-	-	-	-	42,612
20,837	-	-	-	-	-	20,837
1,736	-	-	-	-	-	208,361
<u>90,745</u>	<u>596,230</u>	<u>-</u>	<u>-</u>	<u>1,994,646</u>	<u>-</u>	<u>3,618,446</u>
-	-	-	-	-	308,538	308,538
21,093	-	-	-	-	-	160,211
3,431	-	-	-	-	-	35,968
614,624	-	-	-	-	-	614,624
521,558	-	-	-	-	-	6,548,706
<u>1,160,706</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>308,538</u>	<u>7,668,047</u>
<u>1,251,451</u>	<u>596,230</u>	<u>-</u>	<u>-</u>	<u>1,994,646</u>	<u>308,538</u>	<u>11,286,493</u>
-	-	-	-	-	39,725	39,725
-	-	-	-	-	39,725	39,725
(373,008)	-	-	-	10,665	-	7,929,987
136,179	(596,230)	197,660	229,116	(3,112)	(254,812)	1,212,935
<u>\$ (236,829)</u>	<u>\$ (596,230)</u>	<u>\$ 197,660</u>	<u>\$ 229,116</u>	<u>\$ 7,553</u>	<u>\$ (254,812)</u>	<u>\$ 9,142,922</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Rural Development**  
**For the Year Ended March 31, 2016**

	Rural Development	Joe Serna Grant #2	Rural Development Loan #3	Centennial Arms
<b>OPERATING REVENUES</b>				
Dwelling rents	\$ 776,431	\$ -	\$ -	\$ 71,039
Other tenant revenue	7,787	-	-	2,661
Other revenue	12,028	-	-	169
<b>Total Operating Revenues</b>	<u>796,246</u>	<u>-</u>	<u>-</u>	<u>73,869</u>
<b>OPERATING EXPENSES</b>				
Administrative	337,546	-	-	28,578
Tenant services	19,124	-	-	5,333
Utilities	220,781	-	-	27,504
Maintenance	531,085	-	-	66,494
Protective services	26,036	-	-	-
Insurance premiums	25,772	-	-	4,703
Other general expenses	24,013	-	-	1,641
Depreciation	385,670	-	-	25,549
<b>Total Operating Expenses</b>	<u>1,570,027</u>	<u>-</u>	<u>-</u>	<u>159,802</u>
<b>Operating Income (Loss)</b>	<u>(773,781)</u>	<u>-</u>	<u>-</u>	<u>(85,933)</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>				
Intergovernmental revenue	1,240,101	-	-	111,319
Interest income	650	2	-	166
Interest expense	(49,712)	-	-	(40,582)
<b>Total Non-operating Revenue (Expenses)</b>	<u>1,191,039</u>	<u>2</u>	<u>-</u>	<u>70,903</u>
<b>Income (Loss) Before Transfers</b>	<u>417,258</u>	<u>2</u>	<u>-</u>	<u>(15,030)</u>
Transfers	3,829,194	-	-	584,841
<b>Change in Net Position</b>	<u>4,246,452</u>	<u>2</u>	<u>-</u>	<u>569,811</u>
<b>Total Net Position - Beginning</b>	3,955,982	220,816	979,393	(175,992)
Cumulative effect of a change in accounting principle	-	-	-	-
<b>Total Net Position - Beginning, Restated</b>	<u>3,955,982</u>	<u>220,816</u>	<u>979,393</u>	<u>(175,992)</u>
<b>Total Net Position - Ending</b>	<u>\$ 8,202,434</u>	<u>\$ 220,818</u>	<u>\$ 979,393</u>	<u>\$ 393,819</u>

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<b>Butte View Estates</b>	<b>Centennial Arms Rehabilitation</b>	<b>Hans Miller ADA</b>	<b>Joe Serna Grant #3</b>	<b>15-20 Remaining Units</b>	<b>Program Benefits</b>	<b>Totals</b>
\$ 273,547	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,121,017
4,488	-	-	-	-	-	14,936
218	-	-	-	-	-	12,415
<u>278,253</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,148,368</u>
41,496	-	-	-	-	(107,090)	300,530
12,444	-	-	-	-	-	36,901
37,910	75	-	-	-	-	286,270
85,882	2,756	24,840	-	-	-	711,057
2,048	-	-	-	-	-	28,084
5,614	-	-	-	-	-	36,089
3,254	-	148,133	-	-	-	177,041
36,868	-	-	-	-	-	448,087
<u>225,516</u>	<u>2,831</u>	<u>172,973</u>	<u>-</u>	<u>-</u>	<u>(107,090)</u>	<u>2,024,059</u>
<u>52,737</u>	<u>(2,831)</u>	<u>(172,973)</u>	<u>-</u>	<u>-</u>	<u>107,090</u>	<u>(875,691)</u>
-	-	1,659,917	262,607	5,550	-	3,279,494
143	27	83	234	2,003	-	3,308
(44,097)	-	-	-	-	-	(134,391)
<u>(43,954)</u>	<u>27</u>	<u>1,660,000</u>	<u>262,841</u>	<u>7,553</u>	<u>-</u>	<u>3,148,411</u>
8,783	(2,804)	1,487,027	262,841	7,553	107,090	2,272,720
-	(584,841)	(1,981,683)	(1,847,511)	-	-	-
<u>8,783</u>	<u>(587,645)</u>	<u>(494,656)</u>	<u>(1,584,670)</u>	<u>7,553</u>	<u>107,090</u>	<u>2,272,720</u>
(245,612)	(8,585)	692,316	1,813,786	-	-	7,232,104
-	-	-	-	-	(361,902)	(361,902)
<u>(245,612)</u>	<u>(8,585)</u>	<u>692,316</u>	<u>1,813,786</u>	<u>-</u>	<u>(361,902)</u>	<u>6,870,202</u>
<u>\$ (236,829)</u>	<u>\$ (596,230)</u>	<u>\$ 197,660</u>	<u>\$ 229,116</u>	<u>\$ 7,553</u>	<u>\$ (254,812)</u>	<u>\$ 9,142,922</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Rural Development**  
**For the Year Ended March 31, 2016**

	<u>Rural Development</u>	<u>Joe Serna Grant #2</u>	<u>Rural Development Loan #3</u>	<u>Centennial Arms</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from customers	\$ 792,518	\$ -	\$ -	\$ 76,615
Payments to suppliers	(625,932)	-	-	(106,702)
Payments to employees	(505,908)	-	-	(43,534)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>(339,322)</u>	<u>-</u>	<u>-</u>	<u>(73,621)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>				
Intergovernmental revenues received	1,240,101	-	-	111,319
Interfund loans received	504,524	-	-	-
Interfund loans made	-	-	(763,731)	(435,474)
Interfund loans repaid	-	-	-	-
Interfund loans repayments received	-	-	-	-
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>	<u>1,744,625</u>	<u>-</u>	<u>(763,731)</u>	<u>(324,155)</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Acquisition of capital assets	(854,633)	-	-	(54,706)
Principal paid on debt	(188,868)	-	-	(16,272)
Interest paid on debt	(49,712)	-	-	(40,582)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	<u>(1,093,213)</u>	<u>-</u>	<u>-</u>	<u>(111,560)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Interest income	650	2	-	166
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>650</u>	<u>2</u>	<u>-</u>	<u>166</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	312,740	2	(763,731)	(509,170)
<b>Balances - Beginning of the Year</b>	<u>335,627</u>	<u>220,816</u>	<u>979,393</u>	<u>616,352</u>
<b>Balances - End of the Year</b>	<u>\$ 648,367</u>	<u>\$ 220,818</u>	<u>\$ 215,662</u>	<u>\$ 107,182</u>

Butte View Estates	Centennial Arms Rehabilitation	Hans Miller ADA	Joe Serna Grant #3	15-20 Remaining Units	Program Benefits	Totals
\$ 231,367	\$ -	\$ (172,973)	\$ -	\$ -	\$ -	\$ 927,527
(117,646)	(2,831)	-	-	-	-	(853,111)
(72,714)	-	-	-	-	-	(622,156)
<u>41,007</u>	<u>(2,831)</u>	<u>(172,973)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(547,740)</u>
-	-	-	-	-	-	1,351,420
48,034	596,230	-	-	-	-	1,148,788
-	-	-	-	-	-	(1,199,205)
-	(490,603)	-	-	-	-	(490,603)
-	-	1,054,333	-	490,603	-	1,544,936
<u>48,034</u>	<u>105,627</u>	<u>1,054,333</u>	<u>-</u>	<u>490,603</u>	<u>-</u>	<u>2,355,336</u>
(1,857)	(102,823)	(1,289,367)	(150,669)	(10,665)	-	(2,464,720)
(22,900)	-	-	-	-	-	(228,040)
(44,097)	-	-	-	-	-	(134,391)
<u>(68,854)</u>	<u>(102,823)</u>	<u>(1,289,367)</u>	<u>(150,669)</u>	<u>(10,665)</u>	<u>-</u>	<u>(2,827,151)</u>
<u>143</u>	<u>27</u>	<u>83</u>	<u>234</u>	<u>2,003</u>	<u>-</u>	<u>3,308</u>
<u>143</u>	<u>27</u>	<u>83</u>	<u>234</u>	<u>2,003</u>	<u>-</u>	<u>3,308</u>
20,330	-	(407,924)	(150,435)	481,941	-	(1,016,247)
<u>163,215</u>	<u>-</u>	<u>605,584</u>	<u>379,551</u>	<u>1,509,593</u>	<u>-</u>	<u>4,810,131</u>
<u>\$ 183,545</u>	<u>\$ -</u>	<u>\$ 197,660</u>	<u>\$ 229,116</u>	<u>\$ 1,991,534</u>	<u>\$ -</u>	<u>\$ 3,793,884</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Rural Development**  
**For the Year Ended March 31, 2016**

	<u>Rural Development</u>	<u>Joe Serna Grant #2</u>	<u>Rural Development Loan #3</u>	<u>Centennial Arms</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS)</b>				
<b>TO NET CASH PROVIDED (USED) BY OPERATING</b>				
<b>ACTIVITIES</b>				
Operating income (loss)	\$ (773,781)	\$ -	\$ -	\$ (85,933)
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	385,670	-	-	25,549
Decrease (increase) in:				
Accounts receivable - tenants, net	(2,175)	-	-	(1,978)
Prepaid costs	-	-	-	(51)
Pension adjustments - deferred outflows of resources	-	-	-	-
Increase (decrease) in:				
Accounts payable	43,143	-	-	(15,349)
Prepaid tenant rent	(2,328)	-	-	122
Accrued salaries and benefits	(19,799)	-	-	(1,783)
Security deposits payable	775	-	-	4,602
Pension adjustments - deferred inflows of resources	-	-	-	-
Net pension liability	-	-	-	-
OPEB liability	11,768	-	-	1,373
Compensated absences payable	17,405	-	-	(173)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>\$ (339,322)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (73,621)</u>
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Transfer of capital assets	\$ 3,829,194	\$ -	\$ -	\$ 584,841



<u>Butte View Estates</u>	<u>Centennial Arms Rehabilitation</u>	<u>Hans Miller ADA</u>	<u>Joe Serna Grant #3</u>	<u>15-20 Remaining Units</u>	<u>Program Benefits</u>	<u>Totals</u>
\$ 52,737	\$ (2,831)	\$ (172,973)	\$ -	\$ -	\$ 107,090	\$ (875,691)
36,868	-	-	-	-	-	448,087
(45,544)	-	-	-	-	-	(49,697)
-	-	-	-	-	-	(51)
-	-	-	-	-	(46,744)	(46,744)
604	-	-	-	-	-	28,398
(599)	-	-	-	-	-	(2,805)
(4,307)	-	-	-	-	-	(25,889)
(743)	-	-	-	-	-	4,634
-	-	-	-	-	(59,322)	(59,322)
-	-	-	-	-	(1,024)	(1,024)
2,092	-	-	-	-	-	15,233
(101)	-	-	-	-	-	17,131
<u>\$ 41,007</u>	<u>\$ (2,831)</u>	<u>\$ (172,973)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (547,740)</u>
\$ -	\$ (584,841)	\$ (1,981,683)	\$ (1,847,511)	\$ -	\$ -	\$ -

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**Combining Schedules - Business Activities**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Business Activities**  
**March 31, 2016**

	<b>Trailer Park</b>	<b>LC-35</b>
<b>ASSETS</b>		
Current Assets:		
Cash and investments	\$ -	\$ 529
Accounts receivable - tenants, net	452	2,845
Accounts receivable - operating reimbursement	-	-
Due from other funds	-	-
	452	3,374
<b>Total Current Assets</b>		
Noncurrent Assets:		
Nondepreciable assets	-	-
Depreciable assets, net	24,006	-
	24,006	-
<b>Total Noncurrent Assets</b>		
	24,458	3,374
<b>Total Assets</b>		
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension adjustments	-	-
	-	-
<b>Total Deferred Outflows of Resources</b>		

<u>Percy Avenue</u>	<u>Kingwood Commons</u>	<u>Neighborhood Stabilization #3 Admin</u>	<u>Neighborhood Stabilization Admin</u>	<u>Home 2 Families Admin</u>	<u>Maple Park 2 Admin</u>	<u>Nonprofit Admin</u>	<u>Coldweather Shelter</u>
\$ 2,275	\$ 21,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
62	5,836	-	-	-	-	-	223
-	-	-	-	4,200	-	8,499	-
-	-	13,031	3,768	94,029	-	8,241	-
<u>2,337</u>	<u>27,372</u>	<u>13,031</u>	<u>3,768</u>	<u>98,229</u>	<u>-</u>	<u>16,740</u>	<u>223</u>
60,080	320,000	-	-	-	-	-	-
118,488	2,558,980	-	-	-	-	-	-
<u>178,568</u>	<u>2,878,980</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>180,905</u>	<u>2,906,352</u>	<u>13,031</u>	<u>3,768</u>	<u>98,229</u>	<u>-</u>	<u>16,740</u>	<u>223</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Business Activities**  
**March 31, 2016**

	<b>Trailer Park</b>	<b>LC-35</b>
<b>LIABILITIES</b>		
Current Liabilities:		
Accounts payable	6,871	5,943
Accrued interest	-	-
Prepaid tenant rent	265	25
Accrued salaries and benefits	135	-
Security deposits payable	-	-
Due to other funds	72,258	212,669
Compensated absences payable	658	-
Loans payable	-	25,348
	<b>80,187</b>	<b>243,985</b>
Noncurrent Liabilities:		
Net pension liability	-	-
OPEB liability	2,765	110,497
Compensated absences - net of current portion	606	-
Loans payable - net of current portion	-	893,666
	<b>3,371</b>	<b>1,004,163</b>
	<b>83,558</b>	<b>1,248,148</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension adjustments	-	-
	<b>-</b>	<b>-</b>
<b>NET POSITION</b>		
Net investment in capital assets	24,006	(919,014)
Unrestricted	(83,106)	(325,760)
	<b>\$ (59,100)</b>	<b>\$ (1,244,774)</b>



Percy Avenue	Kingwood Commons	Neighborhood Stabilization #3 Admin	Neighborhood Stabilization Admin	Home 2 Families Admin	Maple Park 2 Admin	Nonprofit Admin	Coldweather Shelter
1,144	13,960	-	-	12	-	-	-
-	107,250	-	-	-	-	-	-
661	1,650	-	-	-	-	-	-
449	1,572	-	-	170	927	1,468	-
2,275	22,060	-	-	-	-	-	-
49,310	557,373	-	-	-	-	-	21,602
390	3,299	-	-	-	-	-	-
-	38,674	-	-	-	-	-	-
<u>54,229</u>	<u>745,838</u>	<u>-</u>	<u>-</u>	<u>182</u>	<u>927</u>	<u>1,468</u>	<u>21,602</u>
-	-	-	-	-	-	-	-
1,683	14,038	-	732	-	-	-	-
433	2,527	-	-	7	-	58	-
-	3,235,634	-	-	-	-	-	-
<u>2,116</u>	<u>3,252,199</u>	<u>-</u>	<u>732</u>	<u>7</u>	<u>-</u>	<u>58</u>	<u>-</u>
<u>56,345</u>	<u>3,998,037</u>	<u>-</u>	<u>732</u>	<u>189</u>	<u>927</u>	<u>1,526</u>	<u>21,602</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
178,568	(395,328)	-	-	-	-	-	-
(54,008)	(696,357)	13,031	3,036	98,040	(927)	15,214	(21,379)
<u>\$ 124,560</u>	<u>\$ (1,091,685)</u>	<u>\$ 13,031</u>	<u>\$ 3,036</u>	<u>\$ 98,040</u>	<u>\$ (927)</u>	<u>\$ 15,214</u>	<u>\$ (21,379)</u>

Continued (Page 2 of 6)

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Business Activities**  
**March 31, 2016**

	<b>Transitional Trailer</b>	<b>Nevada County Section 8</b>
<b>ASSETS</b>		
Current Assets:		
Cash and investments	\$ -	\$ -
Accounts receivable - tenants, net	-	-
Accounts receivable - operating reimbursement	-	-
Due from other funds	26,738	73,420
	26,738	73,420
<b>Total Current Assets</b>	<b>26,738</b>	<b>73,420</b>
Noncurrent Assets:		
Nondepreciable assets	-	-
Depreciable assets, net	-	-
	-	-
<b>Total Noncurrent Assets</b>	<b>-</b>	<b>-</b>
<b>Total Assets</b>	<b>26,738</b>	<b>73,420</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension adjustments	-	-
	-	-
<b>Total Deferred Outflows of Resources</b>	<b>-</b>	<b>-</b>

<u>Payroll Allocations</u>	<u>Heather Glenn Admin</u>	<u>Planning</u>	<u>Maple Park Admin</u>	<u>Kristen Court Apartments</u>	<u>Healthy Housing, LLC</u>	<u>Gill Property</u>	<u>Stony Creek</u>
\$ -	\$ -	\$ 88,925	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	12,381	-	-	-	-
736	-	14,621	-	2,716	-	-	-
736	-	103,546	12,381	2,716	-	-	-
-	-	-	-	91,413	-	1,835,920	-
-	-	-	-	-	-	962,108	-
-	-	-	-	91,413	-	2,798,028	-
736	-	103,546	12,381	94,129	-	2,798,028	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Business Activities**  
**March 31, 2016**

	<b>Transitional Trailer</b>	<b>Nevada County Section 8</b>
<b>LIABILITIES</b>		
Current Liabilities:		
Accounts payable	-	-
Accrued interest	-	-
Prepaid tenant rent	1	-
Accrued salaries and benefits	-	-
Security deposits payable	575	-
Due to other funds	-	-
Compensated absences payable	-	-
Loans payable	-	-
	-	-
<b>Total Current Liabilities</b>	<b>576</b>	<b>-</b>
Noncurrent Liabilities:		
Net pension liability	-	-
OPEB liability	-	-
Compensated absences - net of current portion	-	-
Loans payable - net of current portion	-	-
	-	-
<b>Total Noncurrent Liabilities</b>	<b>-</b>	<b>-</b>
<b>Total Liabilities</b>	<b>576</b>	<b>-</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension adjustments	-	-
	-	-
<b>Total Deferred Inflows of Resources</b>	<b>-</b>	<b>-</b>
<b>NET POSITION</b>		
Net investment in capital assets	-	-
Unrestricted	26,162	73,420
	26,162	73,420
<b>Total Net Position</b>	<b>\$ 26,162</b>	<b>\$ 73,420</b>

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<u>Payroll Allocations</u>	<u>Heather Glenn Admin</u>	<u>Planning</u>	<u>Maple Park Admin</u>	<u>Kristen Court Apartments</u>	<u>Healthy Housing, LLC</u>	<u>Gill Property</u>	<u>Stony Creek</u>
736	-	-	-	-	-	188	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	100	-	145	-	-	-	-
-	-	-	-	-	-	-	-
-	1,188	-	8,440	-	3,944	300	21
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
<u>736</u>	<u>1,288</u>	<u>-</u>	<u>8,585</u>	<u>-</u>	<u>3,944</u>	<u>488</u>	<u>21</u>
-	-	-	-	-	-	-	-
-	406	-	-	-	-	-	-
-	3	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	409	-	-	-	-	-	-
<u>736</u>	<u>1,697</u>	<u>-</u>	<u>8,585</u>	<u>-</u>	<u>3,944</u>	<u>488</u>	<u>21</u>
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	91,413	-	2,798,028	-
-	(1,697)	103,546	3,796	2,716	(3,944)	(488)	(21)
<u>\$ -</u>	<u>\$ (1,697)</u>	<u>\$ 103,546</u>	<u>\$ 3,796</u>	<u>\$ 94,129</u>	<u>\$ (3,944)</u>	<u>\$ 2,797,540</u>	<u>\$ (21)</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Business Activities**  
**March 31, 2016**

	<u>Development Projects</u>	<u>Trio</u>
<b>ASSETS</b>		
Current Assets:		
Cash and investments	\$ 8,676	\$ -
Accounts receivable - tenants, net	-	97
Accounts receivable - operating reimbursement	-	-
Due from other funds	-	892,575
	<hr/>	<hr/>
<b>Total Current Assets</b>	<b>8,676</b>	<b>892,672</b>
Noncurrent Assets:		
Nondepreciable assets	-	236,647
Depreciable assets, net	94,198	714,722
	<hr/>	<hr/>
<b>Total Noncurrent Assets</b>	<b>94,198</b>	<b>951,369</b>
	<hr/>	<hr/>
<b>Total Assets</b>	<b>102,874</b>	<b>1,844,041</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension adjustments	-	-
	<hr/>	<hr/>
<b>Total Deferred Outflows of Resources</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>

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<b>Building Better Partnerships Inc.</b>	<b>Program Benefits</b>	<b>Totals</b>
\$ 2,250	\$ -	\$ 124,191
495	-	10,010
-	-	25,080
34,885	-	1,164,760
<u>37,630</u>	<u>-</u>	<u>1,324,041</u>
46,200	-	2,590,260
304,920	-	4,777,422
<u>351,120</u>	<u>-</u>	<u>7,367,682</u>
<u>388,750</u>	<u>-</u>	<u>8,691,723</u>
<u>-</u>	<u>48,275</u>	<u>48,275</u>
<u>-</u>	<u>48,275</u>	<u>48,275</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Business Activities**  
**March 31, 2016**

	<b>Development Projects</b>	<b>Trio</b>
<b>LIABILITIES</b>		
Current Liabilities:		
Accounts payable	-	5,977
Accrued interest	-	-
Prepaid tenant rent	-	-
Accrued salaries and benefits	-	200
Security deposits payable	-	550
Due to other funds	141,390	976,888
Compensated absences payable	-	-
Loans payable	-	20,363
	141,390	1,003,978
<b>Total Current Liabilities</b>	<b>141,390</b>	<b>1,003,978</b>
Noncurrent Liabilities:		
Net pension liability	-	-
OPEB liability	-	-
Compensated absences - net of current portion	-	-
Loans payable - net of current portion	-	978,227
	-	978,227
<b>Total Noncurrent Liabilities</b>	<b>-</b>	<b>978,227</b>
	<b>141,390</b>	<b>1,982,205</b>
<b>Total Liabilities</b>	<b>141,390</b>	<b>1,982,205</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Pension adjustments	-	-
	-	-
<b>Total Deferred Inflows of Resources</b>	<b>-</b>	<b>-</b>
<b>NET POSITION</b>		
Net investment in capital assets	94,198	(47,221)
Unrestricted	(132,714)	(90,943)
	94,198	(47,221)
<b>Total Net Position</b>	<b>\$ (38,516)</b>	<b>\$ (138,164)</b>

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<b>Building Better Partnerships Inc.</b>	<b>Program Benefits</b>	<b>Totals</b>
2,931	-	37,762
-	-	107,250
2,157	-	4,759
-	-	5,166
2,250	-	27,710
13,475	-	2,058,858
-	-	4,347
-	-	84,385
<u>20,813</u>	<u>-</u>	<u>2,330,237</u>
-	159,385	159,385
174	-	130,295
-	-	3,634
-	-	5,107,527
<u>174</u>	<u>159,385</u>	<u>5,400,841</u>
<u>20,987</u>	<u>159,385</u>	<u>7,731,078</u>
-	20,521	20,521
-	20,521	20,521
351,120	-	2,175,770
16,643	(131,631)	(1,187,371)
<u>\$ 367,763</u>	<u>\$ (131,631)</u>	<u>\$ 988,399</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<u>Trailer Park</u>	<u>LC-35</u>
<b>OPERATING REVENUES</b>		
Dwelling rents	\$ 43,505	\$ -
Other tenant revenue	2,021	69,764
Other revenue	-	110,427
<b>Total Operating Revenues</b>	<u>45,526</u>	<u>180,191</u>
<b>OPERATING EXPENSES</b>		
Administrative	2,349	149,466
Tenant services	-	-
Utilities	9,452	-
Maintenance	23,534	16,542
Protective services	1,414	-
Insurance premiums	290	250
Other general expenses	657	-
Depreciation	2,182	-
<b>Total Operating Expenses</b>	<u>39,878</u>	<u>166,258</u>
<b>Operating Income (Loss)</b>	<u>5,648</u>	<u>13,933</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>		
Intergovernmental revenue	-	56,032
Interest income	-	189
Interest expense	-	(54,221)
<b>Total Non-operating Revenue (Expenses)</b>	<u>-</u>	<u>2,000</u>
<b>Income (Loss) Before Transfers</b>	5,648	15,933
Transfers	-	(2,840,860)
<b>Change in Net Position</b>	<u>5,648</u>	<u>(2,824,927)</u>
<b>Total Net Position - Beginning</b>	(64,748)	1,580,153
Cumulative effect of a change in accounting principle	-	-
<b>Total Net Position - Beginning, Restated</b>	<u>(64,748)</u>	<u>1,580,153</u>
<b>Total Net Position - Ending</b>	<u>\$ (59,100)</u>	<u>\$ (1,244,774)</u>

Percy Avenue	Kingwood Commons	Neighborhood Stabilization #3 Admin	Neighborhood Stabilization Admin	Home 2 Families Admin	Maple Park 2 Admin	Nonprofit Admin	Coldweather Shelter
\$ 51,603	\$ 489,658	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1,251	23,513	-	-	-	-	-	-
17	2,670	-	1,612	74,100	-	79,332	-
52,871	515,841	-	1,612	74,100	-	79,332	-
9,500	84,462	-	-	14,128	927	40,829	31
-	10,337	-	-	-	-	12,270	-
7,662	66,433	-	-	-	-	-	-
9,445	125,086	-	1,600	19,451	-	21,967	-
512	4,096	-	-	-	-	-	-
954	7,259	-	-	-	-	-	-
326	22,108	-	-	-	-	-	-
17,774	146,995	-	-	-	-	-	-
46,173	466,776	-	1,600	33,579	927	75,066	31
6,698	49,065	-	12	40,521	(927)	4,266	(31)
-	-	-	-	-	-	-	-
23	9	-	-	-	-	-	-
-	(133,764)	-	-	-	-	-	-
23	(133,755)	-	-	-	-	-	-
6,721	(84,690)	-	12	40,521	(927)	4,266	(31)
-	-	-	-	-	-	301	-
6,721	(84,690)	-	12	40,521	(927)	4,567	(31)
117,839	(1,006,995)	13,031	3,024	57,519	-	10,647	(21,348)
-	-	-	-	-	-	-	-
117,839	(1,006,995)	13,031	3,024	57,519	-	10,647	(21,348)
\$ 124,560	\$ (1,091,685)	\$ 13,031	\$ 3,036	\$ 98,040	\$ (927)	\$ 15,214	\$ (21,379)

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Transitional Trailer</b>	<b>Nevada County Section 8</b>
<b>OPERATING REVENUES</b>		
Dwelling rents	\$ 8,571	\$ -
Other tenant revenue	74	-
Other revenue	-	-
<b>Total Operating Revenues</b>	8,645	-
<b>OPERATING EXPENSES</b>		
Administrative	-	-
Tenant services	-	-
Utilities	-	-
Maintenance	-	-
Protective services	-	-
Insurance premiums	129	-
Other general expenses	-	-
Depreciation	-	-
<b>Total Operating Expenses</b>	129	-
<b>Operating Income (Loss)</b>	8,516	-
<b>NON-OPERATING REVENUES (EXPENSES)</b>		
Intergovernmental revenue	-	-
Interest income	8	-
Interest expense	-	-
<b>Total Non-operating Revenue (Expenses)</b>	8	-
<b>Income (Loss) Before Transfers</b>	8,524	-
Transfers	-	-
<b>Change in Net Position</b>	8,524	-
<b>Total Net Position - Beginning</b>	17,638	73,420
Cumulative effect of a change in accounting principle	-	-
<b>Total Net Position - Beginning, Restated</b>	17,638	73,420
<b>Total Net Position - Ending</b>	\$ 26,162	\$ 73,420

<u>Payroll Allocations</u>	<u>Heather Glenn Admin</u>	<u>Planning</u>	<u>Maple Park Admin</u>	<u>Kristen Court Apartments</u>	<u>Healthy Housing, LLC</u>	<u>Gill Property</u>	<u>Stony Creek</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-	-
-	-	-	28,694	13,274	-	-	-
-	-	-	28,694	13,274	-	-	-
-	(168)	-	4,928	2,315	-	488	21
-	-	-	-	-	-	-	-
-	-	-	18,954	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	800	-	-
-	-	-	-	-	-	42,531	-
-	(168)	-	23,882	2,315	800	43,019	21
-	168	-	4,812	10,959	(800)	(43,019)	(21)
-	-	-	-	-	-	-	-
-	-	185	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	185	-	-	-	-	-
-	168	185	4,812	10,959	(800)	(43,019)	(21)
-	-	-	-	-	-	2,840,559	-
-	168	185	4,812	10,959	(800)	2,797,540	(21)
-	(1,865)	103,361	(1,016)	83,170	(3,144)	-	-
-	-	-	-	-	-	-	-
-	(1,865)	103,361	(1,016)	83,170	(3,144)	-	-
\$ -	\$ (1,697)	\$ 103,546	\$ 3,796	\$ 94,129	\$ (3,944)	\$ 2,797,540	\$ (21)

Continued (Page 2 of 3)

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<u>Development Projects</u>	<u>Trio</u>
<b>OPERATING REVENUES</b>		
Dwelling rents	\$ -	\$ 68,531
Other tenant revenue	-	(883)
Other revenue	70,145	(1,817)
<b>Total Operating Revenues</b>	<u>70,145</u>	<u>65,831</u>
<b>OPERATING EXPENSES</b>		
Administrative	43,294	8,166
Tenant services	-	-
Utilities	-	245
Maintenance	-	1,598
Protective services	-	-
Insurance premiums	-	1,928
Other general expenses	-	5,616
Depreciation	12,152	25,052
<b>Total Operating Expenses</b>	<u>55,446</u>	<u>42,605</u>
<b>Operating Income (Loss)</b>	<u>14,699</u>	<u>23,226</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>		
Intergovernmental revenue	-	-
Interest income	-	-
Interest expense	-	(54,372)
<b>Total Non-operating Revenue (Expenses)</b>	<u>-</u>	<u>(54,372)</u>
<b>Income (Loss) Before Transfers</b>	14,699	(31,146)
Transfers	-	-
<b>Change in Net Position</b>	<u>14,699</u>	<u>(31,146)</u>
<b>Total Net Position - Beginning</b>	(53,215)	(107,018)
Cumulative effect of a change in accounting principle	-	-
<b>Total Net Position - Beginning, Restated</b>	<u>(53,215)</u>	<u>(107,018)</u>
<b>Total Net Position - Ending</b>	<u>\$ (38,516)</u>	<u>\$ (138,164)</u>

Building Better Partnerships Inc.	Program Benefits	Totals
\$ 29,819	\$ -	\$ 691,687
50	-	95,790
-	-	378,454
<u>29,869</u>	<u>-</u>	<u>1,165,931</u>
6,443	(55,322)	311,857
-	-	22,607
11,019	-	94,811
5,722	-	243,899
-	-	6,022
650	-	11,460
182	-	29,689
11,293	-	257,979
<u>35,309</u>	<u>(55,322)</u>	<u>978,324</u>
<u>(5,440)</u>	<u>55,322</u>	<u>187,607</u>
-	-	56,032
-	-	414
-	-	(242,357)
<u>-</u>	<u>-</u>	<u>(185,911)</u>
(5,440)	55,322	1,696
<u>-</u>	<u>-</u>	<u>-</u>
<u>(5,440)</u>	<u>55,322</u>	<u>1,696</u>
373,203	-	1,173,656
-	(186,953)	(186,953)
<u>373,203</u>	<u>(186,953)</u>	<u>986,703</u>
<u>\$ 367,763</u>	<u>\$ (131,631)</u>	<u>\$ 988,399</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Trailer Park</b>	<b>LC-35</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Receipts from customers	\$ 45,681	\$ 180,215
Payments to suppliers	(23,758)	(44,415)
Payments to employees	(8,181)	(212,857)
	13,742	(77,057)
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>		
Intergovernmental revenues received	-	56,032
Transfers from other funds	-	-
Transfers to other funds	-	(301)
Interfund loans received	72,258	212,669
Interfund loans made	-	-
Interfund loans repaid	(86,000)	(113,659)
Interfund loan repayments received	-	-
	(13,742)	154,741
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Acquisition of capital assets	-	-
Principal paid on debt	-	(23,574)
Interest paid on debt	-	(54,221)
	-	(77,795)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Interest income	-	189
	-	189
<b>Net Cash Provided (Used) by Operating Activities</b>		
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>		
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>		
<b>Net Cash Provided (Used) by Investing Activities</b>		
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	-	78
<b>Balances - Beginning of the Year</b>	-	451
<b>Balances - End of the Year</b>	\$ -	\$ 529

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Percy Avenue	Kingwood Commons	Neighborhood Stabilization #3 Admin	Neighborhood Stabilization Admin	Home 2 Families Admin	Maple Park 2 Admin	Nonprofit Admin	Coldweather Shelter
\$ 53,920 (17,341) (10,368)	\$ 518,268 (194,528) (118,894)	\$ - - -	\$ 1,612 (1,124) (476)	\$ 74,100 (875) (32,583)	\$ - - -	\$ 79,332 - (74,062)	\$ - - (31)
26,211	204,846	-	12	40,642	-	5,270	(31)
-	-	-	500	(3,600)	-	(3,921)	-
-	-	-	-	-	-	301	-
-	-	-	-	-	-	-	-
49,310	557,373	-	-	-	-	-	21,602
-	-	(13,031)	(3,768)	(94,029)	-	(8,241)	-
(74,930)	(687,658)	-	-	-	-	-	(21,571)
-	-	13,031	3,256	56,987	-	6,591	-
(25,620)	(130,285)	-	(12)	(40,642)	-	(5,270)	31
(464)	(9,575)	-	-	-	-	-	-
-	(36,127)	-	-	-	-	-	-
-	(125,514)	-	-	-	-	-	-
(464)	(171,216)	-	-	-	-	-	-
23	9	-	-	-	-	-	-
23	9	-	-	-	-	-	-
150	(96,646)	-	-	-	-	-	-
2,125	118,182	-	-	-	-	-	-
\$ 2,275	\$ 21,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Transitional Trailer</b>	<b>Nevada County Section 8</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Receipts from customers	\$ 8,646	\$ -
Payments to suppliers	(129)	-
Payments to employees	-	-
	8,517	-
<b>Net Cash Provided (Used) by Operating Activities</b>		
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>		
Intergovernmental revenues received	-	-
Transfers from other funds	-	-
Transfers to other funds	-	-
Interfund loans received	-	-
Interfund loans made	(26,738)	(73,420)
Interfund loans repaid	-	-
Interfund loan repayments received	18,213	73,420
	(8,525)	-
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>		
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Acquisition of capital assets	-	-
Principal paid on debt	-	-
Interest paid on debt	-	-
	-	-
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>		
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Interest income	8	-
	8	-
<b>Net Cash Provided (Used) by Investing Activities</b>		
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	-	-
<b>Balances - Beginning of the Year</b>	-	-
<b>Balances - End of the Year</b>	\$ -	\$ -

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Payroll Allocations	Heather Glenn Admin	Planning	Maple Park Admin	Kristen Court Apartments	Healthy Housing, LLC	Gill Property	Stony Creek
\$ -	\$ -	\$ -	\$ 28,694	\$ 13,274	\$ -	\$ -	\$ -
736	-	-	(8,688)	(815)	(800)	(300)	(21)
-	(10)	-	(15,049)	(1,500)	-	-	-
736	(10)	-	4,957	10,959	(800)	(300)	(21)
-	-	-	(9,533)	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
(736)	1,188	-	8,440	-	3,944	300	21
-	(1,178)	(14,621)	(3,864)	(2,716)	(3,144)	-	-
-	-	103,361	-	(8,243)	-	-	-
(736)	10	88,740	(4,957)	(10,959)	800	300	21
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	185	-	-	-	-	-
-	-	185	-	-	-	-	-
-	-	88,925	-	-	-	-	-
-	-	-	-	-	-	-	-
\$ -	\$ -	\$ 88,925	\$ -	\$ -	\$ -	\$ -	\$ -

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Development Projects</b>	<b>Trio</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Receipts from customers	\$ 70,145	\$ 66,284
Payments to suppliers	(17,272)	(20,353)
Payments to employees	(26,022)	(370)
<b>Net Cash Provided (Used) by Operating Activities</b>	26,851	45,561
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>		
Intergovernmental revenues received	-	-
Transfers from other funds	-	-
Transfers to other funds	-	-
Interfund loans received	141,390	976,888
Interfund loans made	-	(892,575)
Interfund loans repaid	(166,050)	(58,155)
Interfund loan repayments received	6,486	-
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>	(18,174)	26,158
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Acquisition of capital assets	-	-
Principal paid on debt	-	(17,347)
Interest paid on debt	-	(54,372)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	-	(71,719)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Interest income	(1)	-
<b>Net Cash Provided (Used) by Investing Activities</b>	(1)	-
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	8,676	-
<b>Balances - Beginning of the Year</b>	-	-
<b>Balances - End of the Year</b>	\$ 8,676	\$ -

<b>Building Better Partnerships Inc.</b>	<b>Program Benefits</b>	<b>Totals</b>
\$ 32,426	\$ -	\$ 1,172,597
(19,530)	-	(349,213)
(4,458)	-	(504,861)
<u>8,438</u>	<u>-</u>	<u>318,523</u>
9,056	-	48,534
-	-	301
-	-	(301)
13,475	-	2,058,858
(34,885)	-	(1,164,760)
-	-	(1,224,452)
-	-	281,345
<u>(12,354)</u>	<u>-</u>	<u>(475)</u>
-	-	(10,039)
-	-	(77,048)
-	-	(234,107)
<u>-</u>	<u>-</u>	<u>(321,194)</u>
-	-	413
-	-	413
(3,916)	-	(2,733)
6,166	-	126,924
<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 124,191</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Trailer Park</b>	<b>LC-35</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>		
Operating income (loss)	\$ 5,648	\$ 13,933
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	2,182	-
Decrease (increase) in:		
Accounts receivable - tenants, net	233	-
Pension adjustments - deferred outflows of resources	-	-
Increase (decrease) in:		
Accounts payable	6,369	5,878
Prepaid tenant rent	(78)	24
Accrued salaries and benefits	(612)	(29,925)
Security deposits payable	-	-
Pension adjustments - deferred inflows of resources	-	-
Net pension liability	-	-
OPEB liability	-	-
Compensated absences payable	-	(66,967)
	<u>\$ 13,742</u>	<u>\$ (77,057)</u>
<b>Net Cash Provided (Used) by Operating Activities</b>		
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Transfer of capital assets	\$ -	\$ (2,840,559)

<u>Percy Avenue</u>	<u>Kingwood Commons</u>	<u>Neighborhood Stabilization #3 Admin</u>	<u>Neighborhood Stabilization Admin</u>	<u>Home 2 Families Admin</u>	<u>Maple Park 2 Admin</u>	<u>Nonprofit Admin</u>	<u>Coldweather Shelter</u>
\$ 6,698	\$ 49,065	\$ -	\$ 12	\$ 40,521	\$ (927)	\$ 4,266	\$ (31)
17,774	146,995	-	-	-	-	-	-
260	3,879	-	-	-	-	-	-
-	-	-	-	-	-	-	-
(193)	2,759	-	-	(56)	-	-	-
639	(852)	-	-	-	-	-	-
136	(1,619)	-	-	170	927	946	-
150	(600)	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
523	4,184	-	-	-	-	-	-
224	1,035	-	-	7	-	58	-
<u>\$ 26,211</u>	<u>\$ 204,846</u>	<u>\$ -</u>	<u>\$ 12</u>	<u>\$ 40,642</u>	<u>\$ -</u>	<u>\$ 5,270</u>	<u>\$ (31)</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Transitional Trailer</b>	<b>Nevada County Voucher Program</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>		
Operating income (loss)	\$ 8,516	\$ -
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	-	-
Decrease (increase) in:		
Accounts receivable - tenants, net	-	-
Pension adjustments - deferred outflows of resources	-	-
Increase (decrease) in:		
Accounts payable	-	-
Prepaid tenant rent	1	-
Accrued salaries and benefits	-	-
Security deposits payable	-	-
Pension adjustments - deferred inflows of resources	-	-
Net pension liability	-	-
OPEB liability	-	-
Compensated absences payable	-	-
	<b>\$ 8,517</b>	<b>\$ -</b>
<b>Net Cash Provided (Used) by Operating Activities</b>		
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Transfer of capital assets	\$ -	\$ -



<u>Payroll Allocations</u>	<u>Heather Glenn Admin</u>	<u>Planning</u>	<u>Maple Park Admin</u>	<u>Kristin Court Apartments</u>	<u>Healthy Housing, LLP</u>	<u>Gill Property</u>	<u>Stony Creek</u>
\$ -	\$ 168	\$ -	\$ 4,812	\$ 10,959	\$ (800)	\$ (43,019)	\$ (21)
-	-	-	-	-	-	42,531	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
736	-	-	-	-	-	188	-
-	(10)	-	145	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	(168)	-	-	-	-	-	-
<u>\$ 736</u>	<u>\$ (10)</u>	<u>\$ -</u>	<u>\$ 4,957</u>	<u>\$ 10,959</u>	<u>\$ (800)</u>	<u>\$ (300)</u>	<u>\$ (21)</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,840,559	\$ -

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Business Activities**  
**For the Year Ended March 31, 2016**

	<b>Development Projects</b>	<b>Trio</b>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>		
Operating income (loss)	\$ 14,699	\$ 23,226
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation	12,152	25,052
Decrease (increase) in:		
Accounts receivable - tenants, net	-	(97)
Pension adjustments - deferred outflows of resources	-	-
Increase (decrease) in:		
Accounts payable	-	(3,370)
Prepaid tenant rent	-	-
Accrued salaries and benefits	-	200
Security deposits payable	-	550
Pension adjustments - deferred inflows of resources	-	-
Net pension liability	-	-
OPEB liability	-	-
Compensated absences payable	-	-
	<b>\$ 26,851</b>	<b>\$ 45,561</b>
<b>Net Cash Provided (Used) by Operating Activities</b>		
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>		
Transfer of capital assets	\$ -	\$ -

<b>Building Better Partnerships Inc.</b>	<b>Program Benefits</b>	<b>Totals</b>
\$ (5,440)	\$ 55,322	\$ 187,607
11,293	-	257,979
91	-	4,366
-	(24,148)	(24,148)
205	-	12,516
1,716	-	1,450
(47)	-	(29,689)
750	-	850
-	(30,645)	(30,645)
-	(529)	(529)
-	-	4,707
(130)	-	(65,941)
<u>\$ 8,438</u>	<u>\$ -</u>	<u>\$ 318,523</u>
\$ -	\$ -	\$ -

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**Combining Schedules - State/Local Funds**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**State/Local**  
**March 31, 2016**

	<u>Migrant</u>	<u>Community Development</u>	<u>Mental Health Housing Services</u>
<b>ASSETS</b>			
Current Assets:			
Cash and investments	\$ 122,675	\$ -	\$ 1,025
Accounts receivable - tenants, net	3,847	-	-
Accounts receivable - operating reimbursement	118,510	21,258	-
Due from other funds	8,826	-	18,758
<b>Total Current Assets</b>	<u>253,858</u>	<u>21,258</u>	<u>19,783</u>
Noncurrent Assets:			
Nondepreciable assets	-	-	45,317
Depreciable assets, net	-	1,190	247,158
<b>Total Noncurrent Assets</b>	<u>-</u>	<u>1,190</u>	<u>292,475</u>
<b>Total Assets</b>	<u>253,858</u>	<u>22,448</u>	<u>312,258</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension adjustments	-	-	-
<b>Total Deferred Outflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts payable	72,757	253	337
Prepaid tenant rent	-	-	20
Accrued salaries and benefits	2,815	911	73
Security deposits payable	-	-	1,025
Due to other funds	-	12,109	-
Compensated absences payable	81	12,134	-
<b>Total Current Liabilities</b>	<u>75,653</u>	<u>25,407</u>	<u>1,455</u>
Noncurrent Liabilities:			
Net pension liability	-	-	-
OPEB liability	-	-	580
Compensated absences - net of current portion	2,237	11,474	3
<b>Total Noncurrent Liabilities</b>	<u>2,237</u>	<u>11,474</u>	<u>583</u>
<b>Total Liabilities</b>	<u>77,890</u>	<u>36,881</u>	<u>2,038</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Pension adjustments	-	-	-
<b>Total Deferred Inflows of Resources</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET POSITION</b>			
Net investment in capital assets	-	1,190	292,475
Restricted for neighborhood stabilization	-	-	-
Unrestricted	175,968	(15,623)	17,745
<b>Total Net Position</b>	<u>\$ 175,968</u>	<u>\$ (14,433)</u>	<u>\$ 310,220</u>



Mental Health Services Act	814 F Street #1-4	CSBG	15-OMS 10674	Neighborhood Stabilization Program	Program Benefits	Totals
\$ -	\$ -	\$ -	\$ -	\$ 11,630	\$ -	\$ 135,330
-	-	-	-	1,186	-	5,033
-	20,516	2,931	204,560	-	-	367,775
-	22,317	-	-	177,939	-	227,840
-	42,833	2,931	204,560	190,755	-	735,978
-	-	-	-	736,073	-	781,390
-	-	-	-	2,421,751	-	2,670,099
-	-	-	-	3,157,824	-	3,451,489
-	42,833	2,931	204,560	3,348,579	-	4,187,467
-	-	-	-	-	66,512	66,512
-	-	-	-	-	66,512	66,512
-	379	-	211,143	2,262	-	287,131
-	-	-	-	205	-	225
-	392	-	-	415	-	4,606
-	-	-	-	11,625	-	12,650
12,773	-	2,931	2,827	25,463	-	56,103
-	2,064	-	-	-	-	14,279
12,773	2,835	2,931	213,970	39,970	-	374,994
-	-	-	-	-	219,594	219,594
-	-	-	-	-	-	580
-	1,094	-	-	-	-	14,808
-	1,094	-	-	-	219,594	234,982
12,773	3,929	2,931	213,970	39,970	219,594	609,976
-	-	-	-	-	28,273	28,273
-	-	-	-	-	28,273	28,273
-	-	-	-	3,157,824	-	3,451,489
-	-	-	-	150,785	-	150,785
(12,773)	38,904	-	(9,410)	-	(181,355)	13,456
\$ (12,773)	\$ 38,904	\$ -	\$ (9,410)	\$ 3,308,609	\$ (181,355)	\$ 3,615,730

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**State/Local**  
**For the Year Ended March 31, 2016**

	<u>Migrant</u>	<u>Community Development</u>	<u>Mental Health Housing Services</u>
<b>OPERATING REVENUES</b>			
Dwelling rents	\$ -	\$ -	\$ 26,390
Other tenant revenue	(10)	-	195
Other revenue	-	8,781	5
<b>Total Operating Revenues</b>	<u>(10)</u>	<u>8,781</u>	<u>26,590</u>
<b>OPERATING EXPENSES</b>			
Administrative	64,137	261,146	6,400
Tenant services	38,540	1,372	-
Utilities	65,000	98	7,510
Maintenance	98,602	3,999	12,807
Insurance premiums	7,977	-	584
Other general expenses	148,006	29	193
Depreciation	-	68	11,237
<b>Total Operating Expenses</b>	<u>422,262</u>	<u>266,712</u>	<u>38,731</u>
<b>Operating Income (Loss)</b>	<u>(422,272)</u>	<u>(257,931)</u>	<u>(12,141)</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>			
Intergovernmental revenue	367,484	208,253	-
Interest income	109	-	3
<b>Total Non-operating Revenue (Expenses)</b>	<u>367,593</u>	<u>208,253</u>	<u>3</u>
<b>Income (Loss) Before Transfers</b>	<u>(54,679)</u>	<u>(49,678)</u>	<u>(12,138)</u>
Transfers	-	3,510	-
<b>Change in Net Position</b>	<u>(54,679)</u>	<u>(46,168)</u>	<u>(12,138)</u>
<b>Total Net Position - Beginning</b>	230,647	31,735	322,358
Cumulative effect of a change in accounting principle	-	-	-
<b>Total Net Position - Beginning, Restated</b>	<u>230,647</u>	<u>31,735</u>	<u>322,358</u>
<b>Total Net Position - Ending</b>	<u>\$ 175,968</u>	<u>\$ (14,433)</u>	<u>\$ 310,220</u>

Mental Health Services Act	814 F Street #1-4	CSBG	15-OMS 10674	Neighborhood Stabilization Program	Program Benefits	Totals
\$ -	\$ -	\$ -	\$ -	\$ 210,444	\$ -	\$ 236,834
-	-	-	-	1,172	-	1,357
-	4,165	-	-	-	-	12,951
-	4,165	-	-	211,616	-	251,142
-	41,714	1,923	2,827	16,491	(76,220)	318,418
-	-	10,827	-	-	-	50,739
-	-	-	-	24,726	-	97,334
-	14	-	-	51,388	-	166,810
-	-	-	-	3,987	-	12,548
-	3,133	-	211,143	10,499	-	373,003
-	-	-	-	90,987	-	102,292
-	44,861	12,750	213,970	198,078	(76,220)	1,121,144
-	(40,696)	(12,750)	(213,970)	13,538	76,220	(870,002)
-	41,997	12,930	204,560	-	-	835,224
-	-	-	-	67	-	179
-	41,997	12,930	204,560	67	-	835,403
-	1,301	180	(9,410)	13,605	76,220	(34,599)
-	(3,510)	-	-	-	-	-
-	(2,209)	180	(9,410)	13,605	76,220	(34,599)
(12,773)	41,113	(180)	-	3,295,004	-	3,907,904
-	-	-	-	-	(257,575)	(257,575)
(12,773)	41,113	(180)	-	3,295,004	(257,575)	3,650,329
\$ (12,773)	\$ 38,904	\$ -	\$ (9,410)	\$ 3,308,609	\$ (181,355)	\$ 3,615,730

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**State/Local**  
**For the Year Ended March 31, 2016**

	<u>Migrant</u>	<u>Community Development</u>	<u>Mental Health Housing Services</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Receipts from customers	\$ (494)	\$ 8,781	\$ 26,610
Payments to suppliers	(247,202)	(92,958)	(24,332)
Payments to employees	(109,926)	(149,661)	(4,198)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>(357,622)</u>	<u>(233,838)</u>	<u>(1,920)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>			
Intergovernmental revenues received	337,644	120,357	-
Transfers from other funds	-	3,510	-
Transfers to other funds	-	-	-
Interfund loans received	-	12,109	-
Interfund loans made	(8,826)	-	(18,758)
Interfund loans repaid	-	-	-
Interfund loan repayments received	26,881	-	-
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>	<u>355,699</u>	<u>135,976</u>	<u>(18,758)</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Acquisition of capital assets	1,102	(232)	(115)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	<u>1,102</u>	<u>(232)</u>	<u>(115)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Interest income	109	-	3
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>109</u>	<u>-</u>	<u>3</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	(712)	(98,094)	(20,790)
<b>Balances - Beginning of the Year</b>	123,387	98,094	21,815
<b>Balances - End of the Year</b>	<u>\$ 122,675</u>	<u>\$ -</u>	<u>\$ 1,025</u>

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Mental Health Services Act	814 F Street #1-4	CSBG	15-OMS 10674	Neighborhood Stabilization Program	Program Benefits	Totals
\$ -	\$ 4,165	\$ -	\$ -	\$ 213,931	\$ -	\$ 252,993
-	(13,914)	(12,750)	(943)	(85,770)	-	(477,869)
-	(27,028)	-	(1,884)	(23,064)	-	(315,761)
-	(36,777)	(12,750)	(2,827)	105,097	-	(540,637)
-	21,481	9,999	-	-	-	489,481
-	-	-	-	-	-	3,510
-	(3,510)	-	-	-	-	(3,510)
12,773	-	2,931	2,827	25,463	-	56,103
-	(22,317)	-	-	(177,939)	-	(227,840)
(12,773)	-	(180)	-	(13,928)	-	(26,881)
-	-	-	-	-	-	26,881
-	(4,346)	12,750	2,827	(166,404)	-	317,744
-	-	-	-	(10,200)	-	(9,445)
-	-	-	-	(10,200)	-	(9,445)
-	-	-	-	69	-	181
-	-	-	-	69	-	181
-	(41,123)	-	-	(71,438)	-	(232,157)
-	41,123	-	-	83,068	-	367,487
\$ -	\$ -	\$ -	\$ -	\$ 11,630	\$ -	\$ 135,330

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**State/Local**  
**For the Year Ended March 31, 2016**

	<u>Migrant</u>	<u>Community Development</u>	<u>Mental Health Housing Services</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>			
Operating income (loss)	\$ (422,272)	\$ (257,931)	\$ (12,141)
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation	-	68	11,237
Decrease (increase) in:			
Accounts receivable - tenants, net	(484)	-	25
Pension adjustments - deferred outflows of resources	-	-	-
Increase (decrease) in:			
Accounts payable	60,001	(494)	(656)
Prepaid tenant rent	-	-	(5)
Accrued salaries and benefits	2,815	911	(84)
Security deposits payable	-	-	-
Pension adjustments - deferred inflows of resources	-	-	-
Net pension liability	-	-	-
Compensated absences payable	2,318	23,608	(296)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>\$ (357,622)</u>	<u>\$ (233,838)</u>	<u>\$ (1,920)</u>
<b>NONCASH CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Contribution of capital assets	\$ -	\$ -	\$ -

Mental Health Services Act	814 F Street #1-4	CSBG	15-OMS 10674	Neighborhood Stabilization Program	Program Benefits	Totals
\$ -	\$ (40,696)	\$ (12,750)	\$ (213,970)	\$ 13,538	\$ 76,220	\$ (870,002)
-	-	-	-	90,987	-	102,292
-	-	-	-	1,028	-	569
-	-	-	-	-	(33,269)	(33,269)
-	369	-	211,143	(2,158)	-	268,205
-	-	-	-	162	-	157
-	392	-	-	415	-	4,449
-	-	-	-	1,125	-	1,125
-	-	-	-	-	(42,222)	(42,222)
-	-	-	-	-	(729)	(729)
-	3,158	-	-	-	-	28,788
<u>\$ -</u>	<u>\$ (36,777)</u>	<u>\$ (12,750)</u>	<u>\$ (2,827)</u>	<u>\$ 105,097</u>	<u>\$ -</u>	<u>\$ (540,637)</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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**Combining Schedules - Other Federal**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Other Federal**  
**March 31, 2016**

	<u>Devonshire</u>	<u>Devonshire Rehab</u>	<u>Program Benefits</u>	<u>Totals</u>
<b>ASSETS</b>				
Current Assets:				
Cash and investments	\$ 10,281	\$ -	\$ -	\$ 10,281
Receivables:				
Tenants, net	8,842	-	-	8,842
Due from other funds	167,465	-	-	167,465
<b>Total Current Assets</b>	<u>186,588</u>	<u>-</u>	<u>-</u>	<u>186,588</u>
Noncurrent Assets:				
Nondepreciable assets	210,007	1,900	-	211,907
Depreciable assets, net	914,021	-	-	914,021
<b>Total Noncurrent Assets</b>	<u>1,124,028</u>	<u>1,900</u>	<u>-</u>	<u>1,125,928</u>
<b>Total Assets</b>	<u>1,310,616</u>	<u>1,900</u>	<u>-</u>	<u>1,312,516</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension adjustments	-	-	6,904	6,904
<b>Total Deferred Outflows of Resources</b>	<u>-</u>	<u>-</u>	<u>6,904</u>	<u>6,904</u>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	7,595	1,900	-	9,495
Prepaid tenant rent	464	-	-	464
Accrued salaries and benefits	1,581	-	-	1,581
Security deposits payable	10,080	-	-	10,080
Compensated absences payable	1,014	-	-	1,014
<b>Total Current Liabilities</b>	<u>20,734</u>	<u>1,900</u>	<u>-</u>	<u>22,634</u>
Noncurrent Liabilities:				
Net pension liability	-	-	22,795	22,795
OPEB liability	8,526	-	-	8,526
Compensated absences - net of current portion	1,059	-	-	1,059
Bonds payable - net of current portion	1,625,000	-	-	1,625,000
<b>Total Noncurrent Liabilities</b>	<u>1,634,585</u>	<u>-</u>	<u>22,795</u>	<u>1,657,380</u>
<b>Total Liabilities</b>	<u>1,655,319</u>	<u>1,900</u>	<u>22,795</u>	<u>1,680,014</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension adjustments	-	-	2,935	2,935
<b>Total Deferred Inflows of Resources</b>	<u>-</u>	<u>-</u>	<u>2,935</u>	<u>2,935</u>
<b>NET POSITION</b>				
Net investment in capital assets	(500,972)	1,900	-	(499,072)
Unrestricted	156,269	(1,900)	(18,826)	135,543
<b>Total Net Position</b>	<u>\$ (344,703)</u>	<u>\$ -</u>	<u>\$ (18,826)</u>	<u>\$ (363,529)</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Revenues, Expenses, and Changes in Net Position**  
**Other Federal**  
**For the Year Ended March 31, 2016**

	<u>Devonshire</u>	<u>Devonshire Rehab</u>	<u>Program Benefits</u>	<u>Totals</u>
<b>OPERATING REVENUES</b>				
Dwelling rents	\$ 237,936	\$ -	\$ -	\$ 237,936
Other tenant revenue	7,809	-	-	7,809
Other revenue	-	-	-	-
<b>Total Operating Revenues</b>	<u>245,745</u>	<u>-</u>	<u>-</u>	<u>245,745</u>
<b>OPERATING EXPENSES</b>				
Administrative	33,692	-	(7,912)	25,780
Tenant services	18,043	-	-	18,043
Utilities	55,739	-	-	55,739
Maintenance	87,164	-	-	87,164
Insurance premiums	2,612	-	-	2,612
Other general expenses	1,390	-	-	1,390
Depreciation	33,001	-	-	33,001
<b>Total Operating Expenses</b>	<u>231,641</u>	<u>-</u>	<u>(7,912)</u>	<u>223,729</u>
<b>Operating Income (Loss)</b>	<u>14,104</u>	<u>-</u>	<u>7,912</u>	<u>22,016</u>
<b>NON-OPERATING REVENUES (EXPENSES)</b>				
Interest income	25	-	-	25
Interest expense	(74,063)	-	-	(74,063)
<b>Total Non-operating Revenue (Expenses)</b>	<u>(74,038)</u>	<u>-</u>	<u>-</u>	<u>(74,038)</u>
<b>Income (Loss) Before Transfers</b>	<u>(59,934)</u>	<u>-</u>	<u>7,912</u>	<u>(52,022)</u>
Transfers	(284,769)	-	-	(284,769)
<b>Change in Net Position</b>	<u>(344,703)</u>	<u>-</u>	<u>7,912</u>	<u>(336,791)</u>
<b>Total Net Position - Beginning</b>	-	-	-	-
Cumulative effect of a change in accounting principle	-	-	(26,738)	(26,738)
<b>Total Net Position - Beginning, Restated</b>	<u>-</u>	<u>-</u>	<u>(26,738)</u>	<u>(26,738)</u>
<b>Total Net Position - Ending</b>	<u>\$ (344,703)</u>	<u>\$ -</u>	<u>\$ (18,826)</u>	<u>\$ (363,529)</u>

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Other Federal**  
**For the Year Ended March 31, 2016**

	<u>Devonshire</u>	<u>Devonshire Rehab</u>	<u>Program Benefits</u>	<u>Totals</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
Receipts from customers	\$ 240,860	\$ -	\$ -	\$ 240,860
Payments to suppliers	(153,374)	-	-	(153,374)
Payments to employees	(43,972)	-	-	(43,972)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>43,514</u>	<u>-</u>	<u>-</u>	<u>43,514</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>				
Transfers from other funds	208,269	-	-	208,269
Interfund loans made	(167,465)	-	-	(167,465)
<b>Net Cash Provided (Used) by Noncapital Financing Activities</b>	<u>40,804</u>	<u>-</u>	<u>-</u>	<u>40,804</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>				
Interest paid on debt	(74,063)	-	-	(74,063)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	<u>(74,063)</u>	<u>-</u>	<u>-</u>	<u>(74,063)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Interest income	26	-	-	26
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>26</u>	<u>-</u>	<u>-</u>	<u>26</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	10,281	-	-	10,281
<b>Balances - Beginning of the Year</b>	-	-	-	-
<b>Balances - End of the Year</b>	<u>\$ 10,281</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,281</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Cash Flows**  
**Other Federal**  
**For the Year Ended March 31, 2016**

	<u>Devonshire</u>	<u>Devonshire Rehab</u>	<u>Program Benefits</u>	<u>Totals</u>
<b>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</b>				
Operating income (loss)	\$ 14,104	\$ -	\$ 7,912	\$ 22,016
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation	33,001	-	-	33,001
Decrease (increase) in:				
Accounts receivable - tenants, net	(3,782)	-	-	(3,782)
Pension adjustments - deferred outflows of resources	-	-	(3,454)	(3,454)
Increase (decrease) in:				
Accounts payable	1,287	-	-	1,287
Prepaid tenant rent	(1,894)	-	-	(1,894)
Accrued salaries and benefits	(1,151)	-	-	(1,151)
Security deposits payable	791	-	-	791
Pension adjustments - deferred inflows of resources	-	-	(4,383)	(4,383)
Net pension liability	-	-	(75)	(75)
OPEB liability	1,962	-	-	1,962
Compensated absences payable	(804)	-	-	(804)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>\$ 43,514</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 43,514</u>

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## **Fiduciary Funds**

- **Agency Funds**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Agency Funds**  
**March 31, 2016**

	<b>815 Bridge Street</b>	<b>899 Bridge Street</b>	<b>925 Bridge Street</b>	<b>1082 McCollum Avenue</b>
<b>ASSETS</b>				
Current Assets:				
Cash and investments	\$ 501	\$ 502	\$ 577	\$ 577
Accounts receivable - tenants, net	-	-	-	-
Due from other funds	2,291	44,356	17,409	25,971
<b>Total Current Assets</b>	<b>2,792</b>	<b>44,858</b>	<b>17,986</b>	<b>26,548</b>
<b>Total Assets</b>	<b>2,792</b>	<b>44,858</b>	<b>17,986</b>	<b>26,548</b>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	376	563	1,198	412
Prepaid tenant rent	-	-	-	12
Security deposits payable	500	575	525	575
Due to other funds	-	-	-	-
Agency obligations	1,916	43,720	16,263	25,549
<b>Total Current Liabilities</b>	<b>2,792</b>	<b>44,858</b>	<b>17,986</b>	<b>26,548</b>
<b>Total Liabilities</b>	<b>\$ 2,792</b>	<b>\$ 44,858</b>	<b>\$ 17,986</b>	<b>\$ 26,548</b>

<u>1483 Gray Avenue</u>	<u>529 Main Street</u>	<u>545 Laurel Drive</u>	<u>732 Winslow Avenue</u>	<u>764 Regent Loop</u>	<u>825 Jones Street</u>	<u>829 Bridge Street</u>	<u>847 Chestnut Street</u>
\$ 502	\$ 502	\$ 502	\$ 502	\$ 502	\$ 502	\$ 575	\$ 577
-	50	14	2,246	-	-	705	15
<u>32,301</u>	<u>16,548</u>	<u>27,351</u>	<u>19,788</u>	<u>33,404</u>	<u>36,926</u>	<u>17,396</u>	<u>43,073</u>
<u>32,803</u>	<u>17,100</u>	<u>27,867</u>	<u>22,536</u>	<u>33,906</u>	<u>37,428</u>	<u>18,676</u>	<u>43,665</u>
<u>32,803</u>	<u>17,100</u>	<u>27,867</u>	<u>22,536</u>	<u>33,906</u>	<u>37,428</u>	<u>18,676</u>	<u>43,665</u>
866	359	287	387	287	359	851	287
-	-	-	7	-	-	-	-
500	500	525	525	500	500	525	575
-	-	-	-	-	-	-	-
<u>31,437</u>	<u>16,241</u>	<u>27,055</u>	<u>21,617</u>	<u>33,119</u>	<u>36,569</u>	<u>17,300</u>	<u>42,803</u>
<u>32,803</u>	<u>17,100</u>	<u>27,867</u>	<u>22,536</u>	<u>33,906</u>	<u>37,428</u>	<u>18,676</u>	<u>43,665</u>
<u>\$ 32,803</u>	<u>\$ 17,100</u>	<u>\$ 27,867</u>	<u>\$ 22,536</u>	<u>\$ 33,906</u>	<u>\$ 37,428</u>	<u>\$ 18,676</u>	<u>\$ 43,665</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Net Position**  
**Agency Funds**  
**March 31, 2016**

	<u>1035 Oakwood Drive</u>	<u>625 Clark Avenue</u>	<u>716 Winslow Avenue</u>	<u>817 Bridge Street</u>
<b>ASSETS</b>				
Current Assets:				
Cash and investments	\$ 494	\$ -	\$ 502	\$ 537
Accounts receivable - tenants, net	-	-	242	250
Due from other funds	32,436	10,637	25,070	-
<b>Total Current Assets</b>	<u>32,930</u>	<u>10,637</u>	<u>25,814</u>	<u>787</u>
<b>Total Assets</b>	<u>32,930</u>	<u>10,637</u>	<u>25,814</u>	<u>787</u>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	287	262	5,909	431
Prepaid tenant rent	20	-	3	-
Security deposits payable	500	25	500	575
Due to other funds	-	-	-	2,018
Agency obligations	32,123	10,350	19,402	(2,237)
<b>Total Current Liabilities</b>	<u>32,930</u>	<u>10,637</u>	<u>25,814</u>	<u>787</u>
<b>Total Liabilities</b>	<u>\$ 32,930</u>	<u>\$ 10,637</u>	<u>\$ 25,814</u>	<u>\$ 787</u>

<u>833 Bridge Street</u>	<u>614 Clark Avenue</u>	<u>590 Washington Avenue</u>	<u>Totals</u>
\$ -	\$ 500	\$ 600	\$ 8,954
-	10	251	3,783
-	24,861	-	409,818
-	25,371	851	422,555
-	25,371	851	422,555
259	359	288	14,027
-	-	-	42
25	500	500	8,950
18,461	-	26,101	46,580
(18,745)	24,512	(26,038)	352,956
-	25,371	851	422,555
<u>\$ -</u>	<u>\$ 25,371</u>	<u>\$ 851</u>	<u>\$ 422,555</u>

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Changes in Net Position**  
**Agency Funds**  
**For the Year Ended March 31, 2016**

	<b>815 Bridge Street</b>	<b>899 Bridge Street</b>	<b>925 Bridge Street</b>	<b>1082 McCollum Avenue</b>
<b>OPERATING REVENUES</b>				
Dwelling rents	\$ 7,920	\$ 12,960	\$ 10,500	\$ 10,716
Other tenant revenue	-	120	-	73
Interest income	5	17	8	165
<b>Total Operating Revenues</b>	<u>7,925</u>	<u>13,097</u>	<u>10,508</u>	<u>10,954</u>
<b>OPERATING EXPENSES</b>				
Administrative	1,825	1,862	1,825	1,825
Tenant services	-	-	-	-
Utilities	1,082	1,073	1,054	1,086
Maintenance	2,638	2,535	3,551	2,807
Insurance premiums	4	4	4	4
Other general expenses	-	-	-	-
<b>Total Operating Expenses</b>	<u>5,549</u>	<u>5,474</u>	<u>6,434</u>	<u>5,722</u>
<b>Change in Net Assets</b>	2,376	7,623	4,074	5,232
<b>Total Agency Obligations - Beginning</b>	<u>(460)</u>	<u>36,097</u>	<u>12,189</u>	<u>20,317</u>
<b>Total Agency Obligations - Ending</b>	<u>\$ 1,916</u>	<u>\$ 43,720</u>	<u>\$ 16,263</u>	<u>\$ 25,549</u>

1483 Gray Avenue	529 Main Street	545 Laurel Drive	732 Winslow Avenue	764 Regent Loop	825 Jones Street	829 Bridge Street	847 Chestnut Street
\$ 10,716	\$ 11,340	\$ 11,064	\$ 10,800	\$ 12,108	\$ 11,340	\$ 11,208	\$ 11,340
40	170	435	14	40	-	1,514	15
7	8	10	7	7	7	26	10
<u>10,763</u>	<u>11,518</u>	<u>11,509</u>	<u>10,821</u>	<u>12,155</u>	<u>11,347</u>	<u>12,748</u>	<u>11,365</u>
1,825	1,825	1,947	1,825	1,825	1,825	1,825	1,825
-	-	-	-	1,509	-	-	-
979	1,054	1,084	1,114	1,792	1,054	1,241	1,075
4,102	2,481	5,668	1,489	11,658	3,009	8,922	2,619
4	4	4	4	4	4	4	4
-	-	685	-	-	-	-	-
<u>6,910</u>	<u>5,364</u>	<u>9,388</u>	<u>4,432</u>	<u>16,788</u>	<u>5,892</u>	<u>11,992</u>	<u>5,523</u>
3,853	6,154	2,121	6,389	(4,633)	5,455	756	5,842
<u>27,584</u>	<u>10,087</u>	<u>24,934</u>	<u>15,228</u>	<u>37,752</u>	<u>31,114</u>	<u>16,544</u>	<u>36,961</u>
<u>\$ 31,437</u>	<u>\$ 16,241</u>	<u>\$ 27,055</u>	<u>\$ 21,617</u>	<u>\$ 33,119</u>	<u>\$ 36,569</u>	<u>\$ 17,300</u>	<u>\$ 42,803</u>

Continued (Page 1 of 2)

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Combining Schedule of Changes in Net Position**  
**Agency Funds**  
**For the Year Ended March 31, 2016**

	<b>1035 Oakwood Drive</b>	<b>625 Clark Avenue</b>	<b>716 Winslow Avenue</b>	<b>817 Bridge Street</b>
<b>OPERATING REVENUES</b>				
Dwelling rents	\$ 11,340	\$ 4,625	\$ 13,200	\$ 7,192
Other tenant revenue	-	266	282	243
Interest income	48	7	7	6
<b>Total Operating Revenues</b>	<u>11,388</u>	<u>4,898</u>	<u>13,489</u>	<u>7,441</u>
<b>OPERATING EXPENSES</b>				
Administrative	1,825	2,067	2,202	2,005
Tenant services	-	-	-	-
Utilities	1,105	1,172	1,225	1,175
Maintenance	2,222	5,895	14,673	5,925
Insurance premiums	4	4	4	4
Other general expenses	-	-	885	-
<b>Total Operating Expenses</b>	<u>5,156</u>	<u>9,138</u>	<u>18,989</u>	<u>9,109</u>
<b>Change in Net Assets</b>	6,232	(4,240)	(5,500)	(1,668)
<b>Total Agency Obligations - Beginning</b>	<u>25,891</u>	<u>14,590</u>	<u>24,902</u>	<u>(569)</u>
<b>Total Agency Obligations - Ending</b>	<u>\$ 32,123</u>	<u>\$ 10,350</u>	<u>\$ 19,402</u>	<u>\$ (2,237)</u>



<u>833 Bridge Street</u>	<u>614 Clark Avenue</u>	<u>590 Washington Avenue</u>	<u>Totals</u>
\$ 4,715	\$ 12,588	\$ 8,532	\$ 194,204
472	140	146	3,970
6	3	3	357
<u>5,193</u>	<u>12,731</u>	<u>8,681</u>	<u>198,531</u>
1,874	1,825	1,825	35,682
-	-	-	1,509
927	1,097	1,054	21,443
9,762	4,221	1,568	95,745
4	4	4	76
-	-	-	1,570
<u>12,567</u>	<u>7,147</u>	<u>4,451</u>	<u>156,025</u>
(7,374)	5,584	4,230	42,506
<u>(11,371)</u>	<u>18,928</u>	<u>(30,268)</u>	<u>310,450</u>
<u>\$ (18,745)</u>	<u>\$ 24,512</u>	<u>\$ (26,038)</u>	<u>\$ 352,956</u>

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**REGIONAL HOUSING AUTHORITY OF  
SUTTER AND NEVADA COUNTIES,  
CALIFORNIA**

**SINGLE AUDIT ACT  
REPORTS AND SCHEDULES  
FOR THE YEAR ENDED  
MARCH 31, 2016**

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Single Audit Act**  
**For the Year Ended March 31, 2016**

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT  
AUDITING STANDARDS**

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities, and the business-type activities of the Regional Housing Authority of Sutter and Nevada Counties, California, (Authority) as of and for the year ended March 31, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated August 8, 2016.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs, that we consider to be significant deficiencies. (2016-001)

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

### **Compliance and Other Matters**

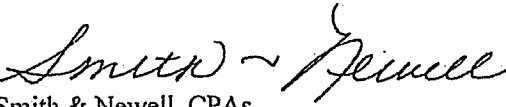
As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

### **Authority's Response to Findings**

The Authority's responses to the findings identified in our audit are described in the accompanying schedule of findings and questioned costs. The Authority's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

  
Smith & Newell, CPAs  
Yuba City, California  
August 8, 2016



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY  
OMB CIRCULAR A-133**

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

**Report on Compliance for Each Major Federal Program**

We have audited the Regional Housing Authority of Sutter and Nevada Counties, California's (Authority) compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of the District's major federal programs for the year ended March 31, 2016. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for each of the Authority's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit requirements for Federal Awards (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Authority's compliance.

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To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

### **Opinion on Each Major Federal Program**

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended March 31, 2016.

### **Report on Internal Control Over Compliance**

Management of the Authority, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Authority's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

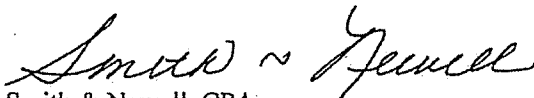
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

**Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements, and the business-type activities, of the Regional Housing Authority of Sutter and Nevada Counties, California, (Authority) as of and for the year ended March 31, 2016 and the related notes to the financial statements, which collectively comprise the District's basic financial statements. We issued our report thereon dated August 8, 2016, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



Smith & Newell, CPAs  
Yuba City, California  
August 8, 2016

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Schedule of Expenditures of Federal Awards**  
**For the Year Ended March 31, 2016**

<u>Federal Program/Pass Through Program Title</u>	<u>Federal CFDA Number</u>	<u>Federal Agency/ Pass-Through Entity Identifying Number</u>	<u>Disburse- ments/ Expenditures</u>
<b>U.S. Department of Agriculture</b>			
Direct Program:			
Farm Labor Housing Loans and Grants	10.405	-	\$ 2,346,425
Rural Rental Assistance Payments	10.427	04-051-0946003474	<u>1,350,032</u>
<b>Total U.S. Department of Agriculture</b>			<u>3,696,457</u>
<b>U.S. Department of Housing and Urban Development</b>			
Direct Program:			
Public and Indian Housing	14.850	CA048-00003215D	339,218
Public and Indian Housing	14.850	CA048-00003216D	<u>111,607</u>
<b>Subtotal 14.850</b>			<u>450,825</u>
Family Self-Sufficiency Program	14.896	CA 048-FSH083A-014	38,659
Family Self-Sufficiency Program	14.896	CA 107-FSH090A-014	41,246
Family Self-Sufficiency Program	14.896	CA 048-FSH697A-015	<u>26,859</u>
<b>Subtotal 14.850</b>			<u>106,764</u>
Section 8 Housing Choice Vouchers	14.871	CA048VO	8,604,141
Public Housing Capital Fund	14.872	CA-30-P048501-14	<u>253,881</u>
<b>Total U.S. Department of Housing and Urban Development</b>			<u>9,415,611</u>
<b>Total Expenditures of Federal Awards</b>			<u><u>\$ 13,112,068</u></u>

See the accompanying notes to the Schedule of Expenditures of Federal Awards.

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**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Notes to Schedule of Expenditures of Federal Awards**  
**For the Year Ended March 31, 2016**

**1. REPORTING ENTITY**

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal financial assistance programs of the Regional Housing Authority of Sutter and Nevada Counties (Authority). The Authority's reporting entity is defined in Note 1 to the Authority's basic financial statements. All federal awards received directly from federal agencies as well as federal awards passed through other government agencies are included in the Schedule of Expenditures of Federal Awards.

**2. BASIS OF ACCOUNTING**

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied. The accompanying Schedule of Expenditures of Federal Awards, is presented using the accrual basis of accounting for grants accounted for in the proprietary fund types, as described in the notes to the Authority's financial statements.

**3. RELATIONSHIP TO FEDERAL FINANCIAL REPORTS**

The amounts reported in the accompanying Schedule of Expenditures of Federal Awards agree or can be reconciled with amounts reported in the related federal financial assistance reports.

**4. RELATIONSHIP TO BASIC FINANCIAL STATEMENTS**

The amounts reported in the accompanying Schedule of Expenditures of Federal Awards agree or can be reconciled with amounts reported in the Authority's basic financial statements.

**5. PASS -THROUGH ENTITIES' IDENTIFYING NUMBER**

When federal awards were received from a pass-through entity, the Schedule of Expenditures of Federal Awards shows, if available, the identifying number assigned by the pass-through entity. When no identifying number is shown, the Authority determined that no identifying number is assigned for the program or the Authority was unable to obtain an identifying number from the pass-through entity.

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended March 31, 2016**

**I. SECTION I - SUMMARY OF AUDITOR'S RESULTS**

<b>Financial Statements</b>	<u>Status</u>
1. Type of auditor's report issued	Unqualified
2. Internal controls over financial reporting:	
a. Material weaknesses identified?	No
b. Significant deficiencies identified not considered to be material weaknesses?	Yes
3. Noncompliance material to financial statements noted?	No
 <b>Federal Awards</b>	
1. Internal control over major programs:	
a. Material weaknesses identified?	No
b. Significant deficiencies identified not considered to be material weaknesses?	No
2. Type of auditor's report issued on compliance for major programs:	Unqualified
3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516 (a)	No
4. Identification of major programs:	
10.405 Farm Labor Housing Loans and Grants	
14.871 Section 8 Housing Choice Vouchers	
5. Dollar threshold used to distinguish between Type A and Type B programs?	\$ 750,000
6. Auditee qualified as a low-risk auditee under 2 CFR Section 200.520	No

**SECTION II - FINANCIAL STATEMENT FINDINGS**

Employee Benefit Allocation	2016-001
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**SECTION III - FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS**

None Reported

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended March 31, 2016**

**2016-001 Employee Benefit Allocation (Significant Deficiency)**

**Condition**

During our audit we noted that although the Authority allocates employee benefits liability (compensated absences and OPEB) to large funds (projects), it does not allocate employee benefits liability to all funds.

**Cause**

The Authority is evaluating which allocation method would be most appropriate.

**Criteria**

Proper allocation of employee benefits liability is necessary to accurately reflect all costs associated with each program.

**Effect of Condition**

The Authority allocates employee benefits liability to large funds, but does not allocate employee benefits liability to all funds.

**Recommendation**

We recommend that the Authority review its policy for allocating employee benefits liability.

**Views of Responsible Officials**

The Finance Department will implement a corrective action plan.



**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Schedule of Prior Year Findings and Questioned Costs**  
**For the Year Ended March 31, 2016**

<u>Audit Reference</u>	<u>Status of Prior Year Audit Recommendations</u>
2015-001	<p><b>Prior Period Adjustments</b></p> <p><b>Recommendation</b></p> <p>We recommend that the Authority continue to improve its internal control system and its policies and procedures in reviewing detail general ledger accounts for accuracy.</p> <p><b>Status</b></p> <p>Implemented</p>
2015-002	<p><b>FSS Escrow Deposits Payable</b></p> <p><b>Recommendation</b></p> <p>We recommend that the Authority reconcile the FSS escrow deposits payable on a monthly basis and record any adjustments in the proper period.</p> <p><b>Status</b></p> <p>Implemented</p>

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Management's Corrective Action Plan**  
**For the Year Ended March 31, 2016**

**Finding 2016-001      Employee Benefit Allocation (Significant Deficiency)**

During our audit we noticed that although the Authority allocates employee benefits liability (compensated absences and OPEB) to large funds (projects), it does not allocate employee benefits liability to all funds.

Responsible Individual:            Gail Allen, Chief Financial Officer

Corrective Action Plan:            Since RHASNC is considered a small PHA and does not maintain a General Fund, all costs are charged directly to the individual programs. This, however, has created an accounting dilemma for the Housing Authority. How are programs that may not have any activity in a year, or do not allow for future liabilities, charged their fair share of costs? As RHASNC continues to grow through acquisition of new properties and management of others, an in-depth review of allocation methods was required.

Previously, RHASNC's long-term "core" programs (USDA, HUD, Business Activities) had costs based on an allocation using either number of units or bedrooms in that program. However, many of the new programs (Mental Health, Neighborhood Stabilization, Homes2Families, Planning and Community Development grant programs) do not allow the use of current revenue to offset future liabilities, such as compensated absences, OPEB or PEPA. Because of this, RHASNC determined that these unfunded liabilities would be allocated to the "core" programs with the prior year liability being reversed at the end of each fiscal year and the current year liability allocated. This would then allow the "noncore" programs to be billed their fair share based on actual costs on a pay-as-you-go basis.

The above allocation is still under consideration, however, for this year RHASNC has allocated the "noncore" program liabilities to LC-35, an unrestricted, non-federal or state program.

Anticipated Completion Date:    Ongoing

**REGIONAL HOUSING AUTHORITY OF  
SUTTER AND NEVADA COUNTIES,  
CALIFORNIA**

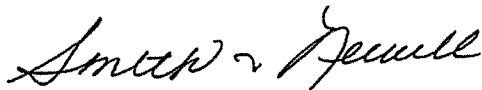
**DEBT SERVICE COVERAGE RATIO CALCULATION  
FOR KINGWOOD COMMONS  
WITH INDEPENDENT AUDITOR'S REPORT  
FOR THE YEAR ENDED  
MARCH 31, 2016**

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**INDEPENDENT AUDITOR'S REPORT ON DEBT SERVICE COVERAGE RATIO  
CALCULATION FOR KINGWOOD COMMONS**

To the Board of Commissioners  
Regional Housing Authority of Sutter and Nevada Counties  
Yuba City, California

We have audited the financial statements of the Regional Housing Authority of Sutter and Nevada Counties (Authority) as of and for the year ended March 31, 2016, and have issued our report thereon dated August 8, 2016 which contains an unqualified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The Debt Service Coverage Ratio Calculation for Kingwood Commons is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.



Smith & Newell CPAs  
Yuba City, California  
August 8, 2016

**REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES**  
**Schedule of Debt Service Coverage Ratio Calculation for Kingwood Commons**  
**For the Year Ended March 31, 2016**

Net Operating Income (Kingwood Commons)	(\$ 78,129)
Plus Adjustments to Arrive at Income Available for Debt Service:	
Insurance	7,259
Depreciation	<u>146,995</u>
Income Available for Debt Service	<u>\$ 76,125</u>
Debt Service Requirement:	
Interest	\$ 127,208
Principal	<u>36,127</u>
Total Debt Service Requirement	<u>\$ 163,335</u>
Debt Service Coverage Ratio	<u>46.61%</u>

See Independent Auditor's Report

REGIONAL HOUSING AUTHORITY  
OF SUTTER AND NEVADA COUNTIES

STAFF REPORT

Date: September 7, 2016  
To: Board of Commissioners  
From: Gustavo Becerra, Executive Director

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SUBJECT: In-State travel for meetings/trainings/conferences.  
RECOMMENDATION: Not applicable, update only.

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**Background:**

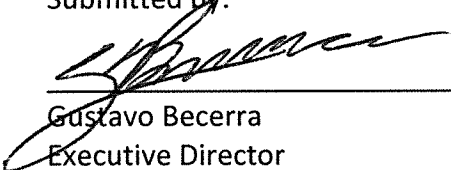
\* From September 8-10, 2016, the Executive Director will attend the California Association of Housing Authorities (CAHA) annual meeting in Half Moon Bay, CA. RHASNC is a current member of this association and uses the opportunity to network, absorb and share ideas and best practices in the affordable housing industry, discuss new regulations put into place by HUD, USDA, State-HCD, etc.

Fiscal impact for CAHA annual meeting: \$870.00 (lodging, meals, mileage, toll booths, etc.).

**Recommendation:**

Update only.

Submitted by:

  
\_\_\_\_\_  
Gustavo Becerra  
Executive Director