

HOUSING AUTHORITY of the COUNTY OF CONTRA COSTA

CALENDAR FOR THE BOARD OF COMMISSIONERS

BOARD CHAMBERS ROOM 107, COUNTY ADMINISTRATION BUILDING
651 PINE STREET
MARTINEZ, CALIFORNIA 94553-1229

JOHN GIOIA, CHAIR
CANDACE ANDERSEN, VICE CHAIR
MARY N. PIEPHO
KAREN MITCHOFF
FEDERAL D. GLOVER
FAY NATHANIEL
AQUEELA BOWIE

JOSEPH VILLARREAL, EXECUTIVE DIRECTOR, (925) 957-8000

The Board of Commissioners respects your time, and every attempt is made to accurately estimate when an item may be heard by the Board. All times specified for items on the Board of Commissioners agenda are approximate. Items may be heard later than indicated depending on the business of the day. Your patience is appreciated.

ANNOTATED AGENDA & MINUTES January 13, 2015

1:30 P.M. Convene and call to order.

CONSIDER CONSENT ITEMS: (Items listed as C.1 through C.4 on the following agenda)

- Items are subject to removal from the Consent Calendar by request from any Commissioner or on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Discussion Items.

DISCUSSION ITEMS

D. 1 CONSIDER Consent Items previously removed.

There were no items removed from consent.

D. 2 PUBLIC COMMENT (2 Minutes/Speaker)

There were no requests to speak at public comment.

D.3 CONSIDER accepting a report on the Housing Authority of the County of Contra Costa's unaudited Public Housing Assessment System Score for the fiscal year ending March 31, 2014.

Commissioner Candace Andersen	AYE
Commissioner Mary N. Piepho	AYE
Commissioner Karen Mitchoff	AYE
Commissioner Federal D. Glover	AYE
Commissioner Fay Nathaniel	ABSENT
Commissioner Aqueela Bowie	AYE

Closed Session Agenda

A. CONFERENCE WITH LABOR NEGOTIATORS (Govt. Code Section 54957.6(a))

1. Agency Negotiators: Fran Buchanan and Frances Trant
Employee Organizations: Public Employees Union, Local No. 1

2. Agency Negotiators: Fran Buchanan and Joseph Villarreal
Unrepresented Employees: All unrepresented agency management employees and all other unrepresented agency employees

There were no announcements from Closed Session.

ADJOURN

Adjourned to Closed Session at 2:00 p.m. Adjourned today's meeting at 2:25 p.m.

CONSENT ITEMS:

C.1 ACCEPT report on the additional award of Veterans Affairs Supportive Housing vouchers to the Housing Authority from the U.S. Department of Housing and Urban Development.

Commissioner John Gioia	AYE
Commissioner Candace Andersen	AYE
Commissioner Mary N. Piepho	AYE
Commissioner Karen Mitchoff	AYE
Commissioner Federal D. Glover	AYE
Commissioner Fay Nathaniel	ABSENT
Commissioner Aqueela Bowie	AYE

C.2 ACCEPT report on the Certificate of Recognition received from the United States Department of Housing and Urban Development (HUD) for Beth Campbell's ongoing support of HUD's enterprise income verification system.

Commissioner John Gioia	AYE
Commissioner Candace Andersen	AYE
Commissioner Mary N. Piepho	AYE
Commissioner Karen Mitchoff	AYE
Commissioner Federal D. Glover	AYE
Commissioner Fay Nathaniel	ABSENT
Commissioner Aqueela Bowie	AYE

C.3 ACCEPT the financial and program compliance audit report for the period April 1, 2013 through March 31, 2014, prepared by Harn & Dolan CPA's, Walnut Creek, California.

Commissioner John Gioia	AYE
Commissioner Candace Andersen	AYE
Commissioner Mary N. Piepho	AYE
Commissioner Karen Mitchoff	AYE
Commissioner Federal D. Glover	AYE
Commissioner Fay Nathaniel	ABSENT
Commissioner Aqueela Bowie	AYE

C.4 ACCEPT letter from Housing Authority Insurance Group congratulating the Housing Authority of the County of Contra Costa as a recipient of The Low Loss Ratio Award for the policy years 2010-2012.

Commissioner John Gioia	AYE
Commissioner Candace Andersen	AYE
Commissioner Mary N. Piepho	AYE
Commissioner Karen Mitchoff	AYE
Commissioner Federal D. Glover	AYE
Commissioner Fay Nathaniel	ABSENT
Commissioner Aqueela Bowie	AYE

GENERAL INFORMATION

Persons who wish to address the Board of Commissioners should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

All matters listed under CONSENT ITEMS are considered by the Board of Commissioners to be routine and will be enacted by one motion. There will be no separate discussion of these items

unless requested by a member of the Board or a member of the public prior to the time the Commission votes on the motion to adopt.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board.

Comments on matters listed on the agenda or otherwise within the purview of the Board of Commissioners can be submitted to the office of the Clerk of the Board via mail: Board of Commissioners, 651 Pine Street Room 106, Martinez, CA 94553; by fax: 925-335-1913; or via the County's web page: www.co.contracosta.ca.us, by clicking "Submit Public Comment" (the last bullet point in the left column under the title "Board of Commissioners.")

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 335-1900; TDD (925) 335-1915. An assistive listening device is available from the Clerk, Room 106. Copies of taped recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 335-1900, to make the necessary arrangements.

Applications for personal subscriptions to the monthly Board Agenda may be obtained by calling the Office of the Clerk of the Board, (925) 335-1900. The monthly agenda may also be viewed on the County's internet Web Page: www.co.contra-costa.ca.us

The Closed session agenda is available each month upon request from the Office of the Clerk of the Board, 651 Pine Street, Room 106, Martinez, California, and may also be viewed on the County's Web Page.

<p>PERSONS WHO WISH TO ADDRESS THE BOARD MAY BE LIMITED TO TWO (2) MINUTES</p>

AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: January 13, 2015



Contra
Costa
County

Subject: Public Housing Assessment System (PHAS) Unaudited Report for FYE 3-31-14

RECOMMENDATIONS

CONSIDER accepting a report on the Housing Authority of the County of Contra Costa's unaudited Public Housing Assessment System Score for FYE March 31, 2014.

BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) annually evaluates a public housing authority's (PHA) management of its public housing program using four tools, referred to collectively as the Public Housing Assessment System (PHAS). The four indicators that comprise PHAS are physical condition, financial condition, management operations and Capital Fund. Each indicator is evaluated and scored separately and are collectively worth up to 100 points. The physical condition indicator is worth 40 points, the financial condition and management operations indicators are worth 25 points each and the Capital Fund indicator is worth 10 points.

All PHAs that receive a PHAS assessment shall receive a performance designation. The performance designation is based on both the overall PHAS score and the four individual indicator scores. A PHA that achieves an overall score of at least 90 points and also scores at least 24 points for physical condition, 15 points for financial condition, 15 points for management operations and 5 points for the Capital Fund shall be designated a high performer.

A PHA that is not a high performer shall be designated a standard performer if the PHA achieves an overall PHAS score of at least 60 points and also scores at least 24 points for physical condition, 15 points for financial condition, 15 points for management operations and 5 points for the Capital Fund.

Action of Board On: **01/13/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Mary N. Piepho,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Aqueela Bowie,
 Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 13, 2015

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

ABSENT: Fay Nathaniel,
 Commissioner

Contact: 925-957-8028

cc:

BACKGROUND (CONTD)

A PHA shall be designated a substandard performer if the PHA achieves a total PHAS score of at least 60 points but scores less than the threshold for standard performer in any individual indicator. These thresholds are 24 points for physical condition, 15 points for financial condition and 15 points for management operations. The PHA shall be designated as substandard physical, substandard financial, or substandard management, respectively.

A PHA that achieves an overall PHAS score of less than 60 points or a Capital Fund score of less than 5 points shall be designated as a troubled performer.

The Housing Authority (HACCC) received a PHAS score of 75 based on the agency's unaudited financials for the fiscal year ending (FYE) March 31, 2014. This is an improvement of 10 points from HACCC's audited score for FYE March 31, 2013 and also means that HACCC is no longer rated as substandard under the management indicator.

Because of the extremely-low occupancy rate at Las Deltas, staff and the SF HUD field office did not believe HACCC would be able to achieve a standard rating until the disposition of Las Deltas was complete. However, HACCC's long-term project to bring vacant units back on-line at all other properties has paid dividends for the agency's PHAS scores. HACCC's score rose to 75 as a result of increased occupancy rates at Hacienda in Martinez, Bayo Vista in Rodeo and El Pueblo in Pittsburg combined with improved tenant rent collections. Once HACCC's RAD application for the disposition of 90 units at Las Deltas in North Richmond is formally approved, the agency's score will further increase.

The PHAS score report received from HUD is attached.

FISCAL IMPACT

No immediate impact.

CONSEQUENCE OF NEGATIVE ACTION

None. Information item only.

CLERK'S ADDENDUM

ATTACHMENTS

PHAS Report



U.S. Department of Housing and Urban

OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 01/07/2015

PHA Code:	CA011
PHA Name:	Housing Authority of the County Contra Costa
Fiscal Year End:	03/31/2014

PHAS Indicators	Score	Maximum Score
Physical	28	40
Financial	19	25
Management	18	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	75	100
Designation Status:	Standard Performer	
Published	11/17/2014	Initial published 11/17/2014

Financial Score Details	Score	Maximum Score
1. FASS Score before deductions	18.50	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	18.50	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	100.00	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

1. The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
2. Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
3. "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
4. "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
5. PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasintrule.cfm>

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: January 13, 2015



Contra
Costa
County

Subject: Award of Additional HUD-Veterans Affairs Supportive Housing Grant

RECOMMENDATIONS

ACCEPT report on the additional award of Veterans Affairs Supportive Housing (VASH) vouchers to the Housing Authority from the U.S. Department of Housing and Urban Development.

BACKGROUND

HACCC currently houses 122 Veterans through the HUD-VASH program. HACCC was awarded 33 new vouchers starting on October 1, 2014 under the FFY 2014 competition. Effective December 1, 2014, HACCC has been awarded an additional 15 vouchers using the FFY 2014 funding.

HUD-VASH is a joint effort between HUD and the U.S. Department of Veterans Affairs (VA) designed to move Veterans and their families out of homelessness and into permanent housing. HUD provides Housing Choice Voucher (HCV) rental assistance, thus allowing homeless Veterans to rent privately-owned housing, and the VA offers case management and clinical services for participating Veterans at VA medical centers and community-based outreach clinics.

The HUD-VASH program is for veterans who:

- Are eligible for VA health care services;
- Are chronically homeless, meaning homeless for a year or more or 4 or more times in the past 3 years;
- Have a history of medical, mental health or substance abuse problems that are now stabilized;

Action of Board On: **01/13/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Mary N. Piepho,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Aqueela Bowie,
 Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 13, 2015

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

ABSENT: Fay Nathaniel,
 Commissioner

Contact: 925-957-8028

cc:

BACKGROUND (CONTD)

>

- Are ready for independent housing in the community, but need ongoing case management services to maintain it;
- Have some type of income to pay for their housing;
- Are motivated to improve the quality of their lives by working with a VA case manager; and
- Are actively participating in treatment through the VA for their conditions.

To apply for the HUD-VASH program, Veterans should contact the VA Homeless Program at (925) 372-2061. The VA's HUD-VASH Admission Team will assess eligibility for the program. Eligible Veterans will then be referred by the VA to HACCC to obtain a voucher. HACCC will then determine if the Veteran meets HUD's regulations for the HUD-VASH program. Veterans can also contact HACCC at (925) 957-7042 or (925) 957-7010 to be placed on a referral list that will be provided to the VA Homeless Program.

FISCAL IMPACT

The U.S. Department of Housing and Urban Development (HUD) has awarded the Housing Authority (HACCC) \$181,978 in additional Federal Fiscal Year (FFY) 2014 funding to support 15 more vouchers under the HUD-Veterans Affairs Supportive Housing (HUD-VASH) program.

CONSEQUENCE OF NEGATIVE ACTION

None. Informational item only.

CLERK'S ADDENDUM

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: January 13, 2015



Contra
Costa
County

Subject: Certificate Of Recognition Received From HUD

RECOMMENDATIONS

ACCEPT report on the Certificate of Recognition received from the United States Department of Housing and Urban Development (HUD) for Beth Campbell's ongoing support of HUD's enterprise income verification system.

BACKGROUND

The Enterprise Income Verification (EIV) system is a web-based, integrated income database that contains employment and income information of individuals who participate in HUD's rental assistance programs. As of January 31, 2010, all Public Housing Agencies (PHAs) are required to use HUD's EIV system.

HUD conducts ongoing EIV trainings for new PHA staff as well as annual updates for existing staff. For the past three years HUD has asked Beth Campbell to assist them in presenting their EIV trainings. HUD views Ms. Campbell as someone who both possesses an in-depth knowledge of the EIV system and is an excellent workshop presenter.

HUD recently provided the agency with a Certificate of Recognition for Ms. Campbell in appreciation of her excellence and the ongoing support she and HACCC provide to HUD's EIV training program. Attached is HUD's Certificate of Recognition for Ms. Campbell.

Action of Board On: **01/13/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Mary N. Piepho,
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 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
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 Aqueela Bowie,
 Commissioner

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ATTESTED: January 13, 2015

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

ABSENT: Fay Nathaniel,
 Commissioner

Contact: 925-957-8028

cc:

FISCAL IMPACT

None. Informational item only.

CONSEQUENCE OF NEGATIVE ACTION

None. Informational item only.

CLERK'S ADDENDUM

ATTACHMENTS

Certificate of Recognition



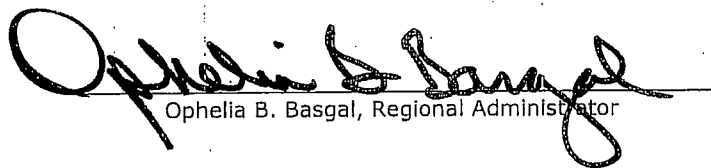
Certification of Recognition

Is presented to

Elizabeth Campbell

In recognition of her leadership in the public housing community and her valuable contribution to the U. S. Department of Housing & Urban Development through her extraordinary and constant support of the Enterprise Income Verification Program.

October 1, 2014

A handwritten signature in black ink, reading "Ophelia B. Basgal".

Ophelia B. Basgal, Regional Administrator

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: January 13, 2015



Contra
Costa
County

Subject: Financial and Program Audit for the Fiscal Year Ending March 31, 2014

RECOMMENDATIONS

ACCEPT the financial and program compliance audit report for the period April 1, 2013 through March 31, 2014, prepared by Harn & Dolan CPA's, Walnut Creek, California.

BACKGROUND

The U. S. Department of Housing & Urban Development requires every housing authority to have an annual independent audit conducted of its financial statements and business activities as well as of compliance with program requirements for the public housing, Housing Choice Voucher and Shelter-Plus Care programs. HACCC contracted with Harn & Dolan to prepare the audit report for the fiscal year ending March 31, 2014.

Harn & Dolan's audit identified no findings and no material weaknesses in either the financial or program compliance portions of the audit.

The complete audit and the management letter are attached.

FISCAL IMPACT

Funding was provided for the audit contract in the Housing Authority of the County of Contra Costa's (HACCC) Fiscal Year 2014/2015 Consolidated Operating Budget.

Action of Board On: **01/13/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Mary N. Piepho,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Aqueela Bowie,
 Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 13, 2015

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

ABSENT: Fay Nathaniel,
 Commissioner

Contact: 925-957-8028

cc:

CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to accept the financial audit report as performed by the certified public accountancy firm of Harn & Dolan, it would become necessary to expend additional funds to either redo the financial audit report or contract with another certified public accountancy firm to conduct an audit of HACCC's finances and programs.

CLERK'S ADDENDUM

ATTACHMENTS

Audit Management Letter

2014 Annual Audit

Harn & Dolan
Certified Public Accountants
2423 Stirrup Court
Walnut Creek, California 94596-6526
(925) 280-1693 Fax (925) 938-4829

November 10, 2014

To the Board of Commissioners
and Executive Director
Housing Authority of the
County of Contra Costa
Martinez, California

We have audited the financial statements of the business-type activities and the major fund of the Housing Authority of the County of Contra Costa, component unit of the County of Contra Costa, California (the Authority) for the year ended March 31, 2014. We did not audit the financial statements of the Authority's component units which were audited by other auditors and the reports were furnished to us. Professional standards require that we provide you with information about our responsibilities under generally accepted accounting standards, *Government Auditing Standards*, and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit.

Our Responsibility under U.S. Generally Accepted Auditing Standards and OMB Circular A-133

As stated in our engagement letter dated January 8, 2014, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered the Housing Authority of the County of Contra Costa, California's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over the financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provision is not an objective of our audit. Also, in accordance with OMB Circular A-133, we examined, on a test basis, evidence about the Authority's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the Authority's compliance with those requirements. While our audit provided a reasonable basis for our opinion, it does not provide a legal determination on the Authority's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the Management Discussion and Analysis (MD&A), which supplements the basic financial statements, is to apply certain limited

procedures in accordance with generally accepted auditing standards. However, the RSI was not audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we do not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the Schedule of Expenditures of Federal Awards, the Financial Data Schedule and the Statement of Completed Capital Fund Program Project. Our responsibility for the supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

We have not been engaged to report on the Schedule of Relevant Statistics which accompanies the financial statements but is not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information has not been audited and we did not express an opinion or provide any assurance on it.

Planned Scope and Timing of the Audit

The audit included examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involves judgement about the number of transactions to be examined and the areas to be tested.

Our audit included obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatement may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We noted no material misstatement that required communication to you during 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 Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies were not changed during the fiscal year ended March 31, 2014. As described in Note 1.R. to the financial statements, the Authority considered the effect that several new GASB pronouncements would have on the financial statements. The Authority implemented GASB No 65 *Items Previously Reported as Assets and Liabilities*, during the current fiscal year. The implementation of this GASB had no material effect on the financial statements of the Authority. We noted no transactions entered into by the Authority 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 estimates affecting the Authority's financial statement were:

- Allowance for uncollectible tenant accounts receivable: Management's estimate is based on past experience and subsequent collections. We inquired with management on the need for the amount of the allowances.
- Depreciation on capital assets: Management's estimate of the useful lives of its capital assets is based on historical information about similar assets, the length of time the assets are expected to meet service and technology demands, and the Authority's maintenance policy for the assets. These estimates have remained consistent for several years. We evaluated the key factors and assumption used to develop the depreciation estimates in determining that they are reasonable in relation to the financial statements taken as a whole.
- OPEB liability: Management's estimate is derived from actuarial valuations obtained from experts. We agreed the OPEB liability and the other information contained in the OPEB footnote to the amounts reported in the actuarial report prepared in 2012 for the period beginning April 1, 2012, by Nicolay Consulting Group.
- Noncurrent liability for insurance claims: Management's estimate is derived from advice received from its insurance carriers.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most significant disclosure affecting the financial statements was the disclosure of the related parties - component units, both blended and discreetly presented, in Note 15 to the financial statements. This disclosure describes the Authority's relationship, including financial, with its component units.

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.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, 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.

Disagreements with Management

For the purpose of this letter, a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial

statements or the auditors' report. We are pleased to report that no such disagreement arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 10, 2014.

Management Consultation 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 government unit's financial statements or a determination of the type of auditors' 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 government unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition of our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Commissioners and management of the Housing Authority of the County of Contra Costa and is not intended to be, and should not be, used by anyone other than these specified parties.

Very Truly Yours,

A handwritten signature in cursive script, appearing to read "Harn & Dolan".

Harn & Dolan, CPA's

**HOUSING AUTHORITY
OF THE COUNTY OF CONTRA COSTA
(A Component Unit of the County of Contra Costa)
BASIC FINANCIAL STATEMENTS
YEAR ENDED MARCH 31, 2014
(Including Auditors' Report Thereon)**

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

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Harn & Dolan
Certified Public Accountants
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INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners
Housing Authority of the
County of Contra Costa
Martinez, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and the major fund of the Housing Authority of the County of Contra Costa, component unit of the County of Contra Costa, California (the Authority), as of and for the year ended March 31, 2014, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents. We did not audit the financial statements of the aggregate discretely presented component units reported in the financial statements.

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 misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of HACCC Casa Del Rio, Inc, a California Nonprofit Public Benefit Corporation and CDR Senior Housing Associates, a California Limited Partnership, which represent 14.9%, -2.0% and 0.5%, respectively, of the primary government's assets, net position, and revenue. We did not audit the financial statements of DeAnza Housing Corporation, a California Nonprofit Public Benefit Corporation and DeAnza Gardens L.P. a California Limited Partnership, which are combined and reported as discretely presented component units titled Component Units in the fund financial statements. Those financial statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the discretely presented component units and blended component units - Casa Del Rio Housing is based solely on the reports of the other auditors. 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 of 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 misstatements of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Authority'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 Authority'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.

Opinions

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities, the aggregate discretely presented component units, and the major fund of the Authority, as of March 31, 2014, 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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 11 and schedule of funding progress for OPEB on page 52 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 and the other auditors 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 Housing Authority of the County of Contra Costa, California's basic financial statements. The schedule of relevant statistics is presented for purposes of additional analysis and are not a required part of the financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements. The accompanying Financial Data Schedules (CA 011) shown on pages 56-63 are presented for purposes of additional analysis as required by *Uniform Financial Reporting Standards* issued by the U.S. Department of Housing and Urban Development and are not a required part of the basic financial statements. Finally, the accompanying Schedule of Completed Capital Fund Program Project is presented for the purpose of additional analysis as required by the U.S. Department of Housing and Urban Development and is not a required part of the basic financial statements.

The Schedule of Expenditures of Federal Awards, Financial Data Schedules, and Schedule of Completed Capital Fund Program Project 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 information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The schedule of relevant statistics 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.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2014, on our consideration of the Housing Authority of the County of Contra Costa, California'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 the 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.

A handwritten signature in cursive script, reading "Harn & Dolan".

November 10, 2014

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA

MANAGEMENT DISCUSSION AND ANALYSIS

MARCH 31, 2014

The management of the Housing Authority of the County of Contra Costa (the Authority) would like to provide the readers of the Authority's financial statements this narrative overview and analysis of the financial activities of the Authority for the fiscal year ended March 31, 2014.

The Management Discussion and Analysis (MD&A) is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34 Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments issued in June 1999. Certain comparative information between the current year and the prior year is required to be presented in the MD&A.

FINANCIAL HIGHLIGHTS

- Net position decreased by \$5,010,175 (or 22.1%) during 2014 (see Table 1) as a result of current year activities.
- Unrestricted net position (see Table 2) decreased \$1.1 million (or 14.9%) as a result of current year activities.
- Total revenue decreased by \$8.6 million (or 8.5%) as a result of current year activities.
- Total expenditures decreased \$1.6 million (or 1.6%) as a result of current year activities.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as introduction to the Authority's basic financial statements. The Authority's basic financial statements are comprised of three parts as follows: (1) **Fund Financial Statements**, (2) **Notes to the Basic Financial Statements**, and (3) **Supplementary Information**.

FUND FINANCIAL STATEMENTS

The Fund Financial Statements presentation is similar to the traditional government financial statements. The statements are the Statement of Net Position, the Statement of Revenue, Expenses, and Changes in Fund Net Position, and the Statement of Cash Flows. The focus is now on Major Funds, rather than fund types. The Authority's funds consist exclusively of Enterprise Funds. Enterprise funds utilize the full accrual basis of accounting. The Enterprise method of accounting is similar to accounting utilized by the private sector accounting.

Many of the funds administered by the Authority are provided by the Department of Housing and Urban Development. Others are segregated to enhance accountability and control. GASB's 34 and 37 require individual enterprise funds to be reported as major funds if total assets, liabilities, revenue, or expenses of that individual fund exceed 10% or corresponding element total of the Authority as a whole. In the past, the Authority reported four major funds and an aggregate column for non-major funds. Beginning April 1, 2006, the Authority reported all of its activities in one major fund titled "Housing". The Authority's mission is to provide affordable housing within the County of Contra Costa, regardless of grant or program. Therefore, we believe that reporting all activity in one fund is consistent with this mission and simpler for the readers of the Authority's report.

The Authority's activity includes:

Public Housing – Under the Public Housing Program, (also titled as 'Low Rent-Aided Housing') the Authority rents units that it owns to very low & low-income households. The Public Housing Program is operated under an Annual Contributions Contract (ACC) with HUD. The ACC provides Operating Subsidy and Capital improvement Grant

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

funding to enable the PHA to provide the housing at a rent that is based upon 30% of household income or at a flat rate below market rate.

Public Housing Capital Fund Grant - HUD provides grants for the modernization of the Public Housing Program units. The modernization is accounted for by each grant, which is merged as a part of the Public Housing Program totals.

Housing Choice Voucher Program – Under the Housing Choice Voucher Program, (hereunder titled as ‘Voucher’ Program) the Authority administers the program under an Annual Contributions Contract (ACC) with HUD. The ACC provides funding to the Authority to provide tenant based rental assistance to program participants. The rental assistance payment is structured so as the rental payment that the participant is obligated to pay is 30% to 40% of household income. This is a major federal program.

Casa Del Rio, Associates - Casa Del Rio, Senior Housing Associates (CDR) was formed as a limited partnership on April 12, 1994, for the purpose of developing, owning and operating an 82-unit affordable housing rental complex (the project) located in Antioch, California. The Project qualifies for low-income housing tax credits under Section 42 of the Internal Revenue Service Code. Such projects are regulated under terms of a Regulatory Agreement, including rent charges, operating methods and other matters. This limited partnership is considered to be a blended component unit of the Authority. The most recent audits were for the fiscal year ended December 31, 2013. These reports can be obtained from the Authority using the information on page 11.

Casa Del Rio, Incorporated - The general partner of the Casa Del Rio Partnership is HACCC Casa Del Rio, Inc., a California public benefit corporation. The officers and Board members of HACCC Casa Del Rio, Inc. are employees of the Authority, which was the developer of the Project, and is consider a blended component unit of the Housing Authority. These component units receive separate audit reports performed on a calendar year basis. The most recent audits were for the fiscal year ended December 31, 2013. These reports can be obtained from the Authority using the information on page 11.

Shelter Plus Care Program – is designed to provide rental assistance and supportive services to homeless and disabled individuals and their families. It is cooperatively administered by the County Health Services Department and the Housing Authority of Contra Costa County, and has the capacity to serve roughly 200 households. Participants receive rental assistance and supportive services funded by the U.S. Department of Housing and Urban Development.

CDBG Rental Rehabilitation Program (RRP) - Under the RRP, the Authority executes annual funding contract with various governmental entities to fund the operations of a program that assists rental property owners with rehabilitation of housing units to help assure a supply of affordable rental apartments and homes for its Section 8/Voucher users and other low-income households. Technical assistance in determining repairs is provided by Authority staff and below-market-rate loans are made to cover part of rehabilitation costs. Program administrative costs are shared by the funding providers and the Authority.

Rental Rehabilitation Program (RRP) - Under the RRP, the Authority operates a program that assists rental property owners with rehabilitation of housing units to help assure a supply of affordable rental apartments and homes for its Section 8/Voucher users and other low-income households. Technical assistance in determining repairs is

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

provided by Authority staff and below-market-rate loans are made to cover part of rehabilitation costs. Funds from this program are to supplement the CDBG RRP for loans or administration.

Management Fund & County Programs – This program is often referred to as the “State and Local Fund”. The fund represents non-HUD resources developed from a variety of activities, including developer fees, management fees, program cost reimbursement, and other local and non local activities.

Central Office Cost Center - The COCC fund earns revenue from fees and services provided to various federal programs. The funds earned are considered non-HUD funds and go to cover the overhead and support services provided to the various federal programs.

Discretely Presented Component Unit:

DeAnza Gardens L.P. (DeAnza)– DeAnza was formed as a limited partnership on December 10, 2001 for the purpose of acquisition, ownership, maintenance, and operation of 180 multi-family affordable rental housing complex located in Contra Costa County.

The project was built on land owned by and leased from the Housing Authority of the County of Contra Costa (the Authority). Under the terms of the lease, title to the improvements reverts to the lesser at the end of the 75-year lease. The Project qualifies for low-income housing tax credits under Section 42 of the Internal Revenue Service Code. Such projects are regulated under terms of a Regulatory Agreement, including rent charges, operating methods and other matters.

The general partner of DeAnza Gardens L.P. is DeAnza Corporation Inc., a California public benefit corporation. The officers and Board members of the corporation are separate and apart from the Housing Authority. The only Board member position in the corporation that represents the Housing Authority is the Executive Director, who serves as one of the five board positions of the corporation. The Housing Authority has been designated as the managing general partner.

The DeAnza entities, under HUD REAC’s direction, are to be considered by the Authority as other organizations for which the nature and significance of their relationship with the Authority are such that exclusion would cause the Authority’s financial statements to be misleading or incomplete. As such, the Authority considers these two entities to be discretely presented component units. These component units receive separate audit reports performed on a calendar year basis. The most recent audits were for the calendar year ended December 31, 2013. These reports can be obtained from the Authority using the information on page 11.

Also included in the Basic Financial statements are:

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the fund financial statements.

Supplementary Information. Certain information is required to be included in this report by various federal agencies. This information is included after the notes to the financial statements under the title supplementary information.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

**TABLE 1
STATEMENT OF NET POSITION**

The following table reflects the condensed Statement of Net Position, for the primary government, compared to prior year. The Authority is engaged only in Business-Type Activities.

	<u>March 31, 2014</u>	<u>March 31, 2013</u>	<u>Increase (Decrease)</u>	<u>%</u>
Current assets	\$ 7,464,493	\$ 9,286,236	(1,821,743)	19.62%
Restricted assets	3,838,856	6,178,580	(2,339,724)	37.87%
Capital assets, net of depreciation	15,684,971	17,338,090	(1,653,119)	9.53%
Other noncurrent assets	<u>3,764,808</u>	<u>4,866,528</u>	<u>(1,101,720)</u>	22.64%
Total assets	<u>\$ 30,753,128</u>	<u>\$ 37,669,434</u>	<u>\$ (6,916,306)</u>	18.36%
Current liabilities	1,783,835	2,490,732	(706,897)	28.38%
Payable from restricted assets	686,256	595,252	91,004	15.29%
Long term liabilities	<u>10,679,036</u>	<u>11,969,274</u>	<u>(1,290,238)</u>	10.78%
Total liabilities	<u>13,149,127</u>	<u>15,055,258</u>	<u>(1,906,131)</u>	12.66%
Net position:				
Net investment in capital assets	8,248,266	9,739,430	(1,491,164)	15.31%
Restricted	3,152,600	5,583,328	(2,430,728)	43.54%
Unrestricted	<u>6,203,135</u>	<u>7,291,418</u>	<u>(1,088,283)</u>	14.93%
Total net position	<u>17,604,001</u>	<u>22,614,176</u>	<u>(5,010,175)</u>	22.16%
Total liabilities and net position	<u>\$ 30,753,128</u>	<u>\$ 37,669,434</u>	<u>\$ (6,916,306)</u>	18.36%

Major Factors Affecting the Statement of Net Position

The major factor for the reduction to Net Assets was a direct result of reduced Federal funding. A change by the Department of Housing & Urban Development (HUD) to no longer allow Housing Authorities' to retain excess program funds led to a \$2.4 million reduction in restricted reserves. In addition, due to a Federal sequester of funding unrestricted reserves were used to cover a short falls of over \$1.0 million. The decrease in net investment in capital assets is the result of depreciation.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

Table 2 below presents details on the change in Unrestricted Net Position.

**TABLE 2
CHANGE OF UNRESTRICTED NET POSITION**

	<u>2014</u>	<u>2013</u>
Net gain (loss) before contributions	\$ (5,765,103)	\$ 25,148
Adjustments:		
Prior period adjustment	-	(190,494)
Depreciation which does not effect unrestricted net position	2,419,744	2,763,153
Loss on disposal of equipment	6,427	-
Expenses paid from restricted accounts	104,055	33,639
Interest expensed, but not paid	78,787	78,787
Interest earned on restricted accounts	(2,148)	(24,063)
Restricted income	(64,162)	(50,367)
Accumulation of excess HAP funds - Housing Choice Voucher	-	(1,150,659)
Use of excess HAP funding - Housing Choice Voucher	<u>2,474,946</u>	<u>-</u>
Net gain (loss) in unrestricted net position due to operations	(747,454)	1,485,144
Other receipt (use) of unrestricted net position		
Capital additions not covered by capital grant or restricted reserves	(18,125)	(326,338)
Debt retired	(240,741)	(225,526)
Casa Del Rio - funding of restricted reserves for current year	<u>(81,963)</u>	<u>(39,742)</u>
Changes to unrestricted net position	(1,088,283)	893,538
Beginning unrestricted net position balance	<u>7,291,418</u>	<u>6,397,880</u>
Ending unrestricted net position balance	<u><u>\$ 6,203,135</u></u>	<u><u>\$ 7,291,418</u></u>

While the result of operations is a significant measure of the Authority's activities, the analysis of the changes in unrestricted net position provides a clearer change in financial well-being.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

**TABLE 3
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**

The following schedule compares the revenues and expenses for the current and previous fiscal year. The Authority is engaged only in Business-Type Activities.

	Actual <u>March 31, 2014</u>	Budget <u>March 31, 2014</u>	Actual <u>March 31, 2013</u>	Budget <u>March 31, 2013</u>
Operating revenue:				
Rental and other	\$ 7,909,519	\$ 5,340,376	\$ 7,866,117	\$ 5,431,692
Non-operating revenue:				
Federal grants and subsidies	84,201,426	85,770,274	91,299,480	92,055,681
Capital contributions	754,928	1,608,961	1,978,955	804,481
Sale (disposal) of real property	(6,427)	-	250,000	-
Other revenue	<u>133,160</u>	<u>3,474,600</u>	<u>238,024</u>	<u>3,962,640</u>
Total revenues	<u>92,992,606</u>	<u>96,194,211</u>	<u>101,632,576</u>	<u>102,254,494</u>
Operating expenses:				
Administration	11,300,777	12,189,942	10,820,546	11,864,484
Tenant services	411,126	353,467	344,162	343,516
Utilities	1,774,442	1,825,983	1,661,972	1,990,120
Maintenance	4,002,231	4,135,260	4,180,334	4,578,091
General	1,401,472	1,566,021	1,839,941	1,382,229
Housing assistance payments	76,426,454	80,143,300	77,723,394	79,372,867
Depreciation	2,419,744	1,808,985	2,763,153	2,690,198
Non-operating expenses:				
Debt-service interest	263,395	225,526	291,831	956,075
Loan amortization	<u>3,140</u>	<u>3,142</u>	<u>3,140</u>	<u>3,142</u>
Total expenses	<u>98,002,781</u>	<u>102,251,626</u>	<u>99,628,473</u>	<u>103,180,722</u>
Changes in net position	(5,010,175)	(6,057,415)	2,004,103	(926,228)
Net position, beginning of the year	22,614,176	20,727,177	20,727,177	20,504,478
Prior period adjustment	<u>-</u>	<u>-</u>	<u>(117,104)</u>	<u>-</u>
Net position, end of the year	<u>\$ 17,604,001</u>	<u>\$ 14,669,762</u>	<u>\$ 22,614,176</u>	<u>\$ 19,578,250</u>

Major Factors Affecting the Statement of Revenue, Expenses and Changes in Net Position

The major factor affecting change in revenue as reflected in Table 3 above, was a decrease in HUD funding which affected Federal Grants and Subsidies and Capital Contributions of \$7.0 million. The major factor affecting change in expenditures as reflected above in the Housing Assistance Payments was a reduction of \$1.3 million.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of year-end, the Authority had \$15.68 million invested, see also Note 6 to the basic financial statements.

**TABLE 4
CAPITAL ASSETS**

	<u>March 31, 2014</u>	<u>March 31, 2013</u>	<u>Change</u>
Land	\$ 1,825,993	\$ 1,825,993	\$ -
Buildings	96,430,183	95,666,776	763,407
Equipment	2,436,074	2,420,420	15,654
Accumulated Depreciation	(85,805,381)	(83,391,660)	(2,413,721)
Construction In Progress	<u>798,102</u>	<u>816,561</u>	<u>(18,459)</u>
Total	<u>\$ 15,684,971</u>	<u>\$ 17,338,090</u>	<u>\$ (1,653,119)</u>

The following reconciliation summarizes the change in Capital Assets.

**TABLE 5
CHANGE IN CAPITAL ASSETS**

	<u>2014</u>	<u>2013</u>
Capital assets - beginning of year	\$ 17,338,090	\$ 17,742,256
Prior period adjustment:		
Change of fiscal year end reported for Casa Del Rio (blended CU)	-	53,692
Additions:		
Capital Fund Grant	754,928	1,978,955
Improvements to dwelling units	(2,100)	105,007
Equipment - computer upgrades	20,224	221,333
Deletions at a loss	(6,427)	-
Depreciation	<u>(2,419,744)</u>	<u>(2,763,153)</u>
Capital assets - end of year	<u>\$ 15,684,971</u>	<u>\$ 17,338,090</u>

Notes Payable Outstanding

As of year-end, the Authority had \$5,869,176 of notes payable outstanding, see Note 7 to the basic financial statements.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
MANAGEMENT DISCUSSION AND ANALYSIS
MARCH 31, 2014**

(Continued)

ECONOMIC FACTORS

The Authority is primarily dependent upon HUD for funding operations; therefore, the Authority is affected more by the federal budget than by state or local economic conditions. The Authority's budgets and subsidy funding requests are approved by HUD.

It should be noted that HUD has instituted a major change in the funding process for the Housing Choice Voucher Program. This change will have a major impact on the restricted reserves reported by the Authority. HUD will no longer be advancing HAP funds based on the Annual Contributions Contract, but will be advancing funds based on the need of the Authority from a quarterly review process. This change will greatly reduce restricted reserves held by the Authority and impact the cash flow of the program.

FINANCIAL CONTACT

The individual to be contacted regarding this report, and the reports of the Authority's component units, is John Hunter, Director of Finance of the Housing Authority of the County of Contra Costa, at (925) 957-8014. Specific requests may be submitted to John Hunter, Director of Finance, Housing Authority of the County of Contra Costa, P.O. Box 2759, 3133 Estudillo Street, Martinez, CA 94553.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
MARCH 31, 2014

	<u>Primary Government Housing</u>	<u>Component Units</u>
<u>ASSETS</u>		
Current assets		
Cash and investments (Note 2 and 15)	\$ 6,836,304	\$ 41,127
Due from other funds (Note 4)	84,744	-
Due from other agencies	167,970	-
Due from related parties - DeAnza (Note 15)	19,596	-
Tenant accounts receivable	136,320	24,006
Allowance for doubtful accounts	(53,760)	(6,160)
Miscellaneous accounts receivable	10,139	30,007
Allowance for doubtful accounts	-	(7,131)
Interest receivable	19,138	978
Notes receivable - short term (Note 5)	53,083	-
Allowance for doubtful accounts (Note 5)	(49,636)	-
Prepaid expenses	<u>240,595</u>	<u>22,146</u>
Total current assets	<u>7,464,493</u>	<u>104,973</u>
Restricted assets:		
Restricted cash (Note 2 and 3 and 15)	<u>3,838,856</u>	<u>1,465,133</u>
Capital assets (Note 6 and 15):		
Land	1,825,993	1,150,712
On site improvements	-	4,028,709
Buildings	96,430,183	29,655,110
Furniture and equipment	2,436,074	488,321
Construction in progress	798,102	-
Accumulated depreciation	<u>(85,805,381)</u>	<u>(9,640,774)</u>
Total capital assets	<u>15,684,971</u>	<u>25,682,078</u>
Other noncurrent assets:		
Long-term notes receivable (Note 5)	617,381	-
Long-term notes receivable - DeAnza (Note 5 and 15)	1,000,000	-
Interest receivable on long-term notes (Note 5)	103,951	-
Due from related parties - DeAnza (Note 15)	1,687,522	-
Due from other funds (Note 1.E.)	290,799	-
Other long-term assets	30,905	-
Loan costs (net of amortization of \$59,893 and \$271,908)	<u>34,250</u>	<u>119,553</u>
Total other noncurrent assets	<u>3,764,808</u>	<u>119,553</u>
Total assets	<u>\$ 30,753,128</u>	<u>\$ 27,371,737</u>

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
MARCH 31, 2014

(Continued)

	<u>Primary Government Housing</u>	<u>Component Units</u>
<u>LIABILITIES</u>		
Current liabilities:		
Accounts payable	\$ 511,726	\$ 51,710
Due to other funds	84,744	-
Due to related parties - Authority (Note 15)	-	18,338
Due to other agencies	171,104	-
Accrued salaries and related costs	216,302	-
Accrued interest (Note 15)	-	49,251
Unearned revenue (Note 9)	239,676	6,565
Current portion of compensated absences (Note 1.H.)	307,451	-
Current portion of long-term debt (Note 7 and 15)	<u>252,832</u>	<u>189,982</u>
Total current liabilities	<u>1,783,835</u>	<u>315,846</u>
Payable from restricted assets:		
Tenant security deposits	356,613	156,666
Family self sufficiency escrows	300,023	-
Due to other agencies	<u>29,620</u>	<u>-</u>
Total payable from restricted assets	<u>686,256</u>	<u>156,666</u>
Other noncurrent liabilities:		
Long-term portion of compensated absences (Note 1.H.)	60,161	-
Long-term debt (Note 7 and 15)	5,801,344	8,764,809
Long-term debt - Authority (Note 15)	-	1,000,000
Due to other funds (Note 1.E.)	290,799	-
Other noncurrent liabilities (Note 10 and 15)	4,526,732	26,503
Due to related parties - Authority (Note 15)	<u>-</u>	<u>1,654,231</u>
Total noncurrent liabilities	<u>10,679,036</u>	<u>11,445,543</u>
Total liabilities	<u>13,149,127</u>	<u>11,918,055</u>
<u>NET POSITION</u> (Note 11)		
Net investment in capital assets	8,248,266	16,678,036
Restricted net position	3,152,600	1,442,936
Unrestricted net position	<u>6,203,135</u>	<u>(2,667,290)</u>
Total net position	<u>17,604,001</u>	<u>15,453,682</u>
Total liabilities and net position	<u>\$ 30,753,128</u>	<u>\$ 27,371,737</u>

The accompanying notes are an integral part of this statement

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED MARCH 31, 2014

	<u>Primary Government Housing</u>	<u>Component Units</u>
Operating revenue:		
Rents and other tenant revenue	\$ 3,732,091	\$ 2,019,578
Other	<u>4,177,428</u>	<u>-</u>
Total operating revenue	<u>7,909,519</u>	<u>2,019,578</u>
Operating expenses:		
Administration	11,300,777	403,759
Tenant services	411,126	-
Utilities	1,774,442	243,381
Maintenance	4,002,231	427,703
General	1,401,472	89,549
Housing assistance payments	76,426,454	-
Depreciation (Note 6 and 15)	<u>2,419,744</u>	<u>1,011,197</u>
Total operating expenses	<u>97,736,246</u>	<u>2,175,589</u>
Operating income (loss)	(89,826,727)	(156,011)
Nonoperating revenue (expenses):		
Grants	84,201,426	-
Restricted interest	2,080	(3,577)
Unrestricted interest	(19,033)	-
Mortgage interest	35,153	-
Interest on notes receivable		
with related party (Note 5 and 15)	30,000	(30,000)
Related party fees (Note 15)	84,960	(84,960)
Amortization - loan fees	(3,140)	(30,064)
Loss on disposal of real property (Note 6)	(6,427)	-
Debt service - interest (Note 7 and 15)	<u>(263,395)</u>	<u>(596,458)</u>
Net gain before contributions and transfers	(5,765,103)	(901,070)
Capital contributions	<u>754,928</u>	<u>-</u>
Change in net position	(5,010,175)	(901,070)
Net position - beginning of year	<u>22,614,176</u>	<u>16,354,752</u>
Net position - end of year	<u>\$ 17,604,001</u>	<u>\$ 15,453,682</u>

The accompanying notes are an integral part of this statement.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED MARCH 31, 2014

	<u>Primary Government</u> <u>Housing</u>
Cash flows from operating activities:	
Tenant receipts	\$ 3,593,864
Other receipts	1,292,244
Payroll and benefit expenditures	(8,873,447)
Administration expenditures	(1,930,788)
Tenant services expenditures	(163,308)
Utilities expenditures	(1,775,429)
Maintenance expenditures	(2,452,539)
General expenditures	(726,683)
Housing assistance payment expenditures	<u>(76,355,875)</u>
Net cash used by operating activities	<u>(87,391,961)</u>
Cash flows from noncapital financing activities:	
Operating grants received	84,275,137
Funds returned to granting agency	(216,011)
Related parties transactions	(957)
Repayment of notes receivable	240,027
Interest received on notes receivable	<u>119,151</u>
Net cash provided by noncapital financing activities	<u>84,417,347</u>
Cash flows from capital financing activities:	
Grants received to acquire capital assets	754,928
Acquisition of capital assets	(773,050)
Principal paid on debt	(240,742)
Interest paid on debt	<u>(184,609)</u>
Net cash used by capital financing activities	<u>(443,473)</u>
Cash flows from investing activities:	
Interest receipts	(22,334)
Interest on restricted cash	<u>(42)</u>
Net cash provided by investing activities	<u>(22,376)</u>
Net increase to cash	(3,440,463)
Cash at beginning of year	<u>14,115,623</u>
Cash at end of year	<u><u>\$ 10,675,160</u></u>
Cash and investments	\$ 6,836,304
Restricted cash	<u>3,838,856</u>
Total cash at year end	<u><u>\$ 10,675,160</u></u>

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED MARCH 31, 2014**

(Continued)

	<u>Primary Government Housing</u>
Reconciliation of operating loss to net cash used by operating activities:	
Operating loss	\$ (89,826,727)
Adjustments to reconcile operating loss to Net cash used by operating activities:	
Depreciation expense	2,419,744
(Increase) Decrease in:	
Tenants accounts receivable	38,377
Other accounts receivable	(10,139)
Prepaid expenses	(26,320)
Other long-term assets	1,950
Increase (Decrease) in:	
Accounts payable	(101,906)
Due to other agencies	81,102
Tenant security deposits	3,073
Accrued salaries	12,412
Unearned revenues	(117,450)
FSS escrows	58,311
Compensated absences	(13,915)
Noncurrent liabilities	(38,393)
Post retirement benefits	<u>127,920</u>
Net cash used by operating activities	<u><u>\$ (87,391,961)</u></u>

Noncash transactions:

- Interest of \$78,787 was accrued as payable to RHCP. The payments on this loan are deferred, unless the project generates surplus cash.
- Interest of \$30,000 was accrued as receivable from DeAnza Gardens L.P. No payments were received with regards to this loan.
- Lease fees of \$72,000 were accrued as receivable from DeAnza Gardens L.P. These fees are deferred.
- Interest on the Rental Rehabilitation loans of \$3,806 was accrued as revenue, while \$40,640 was received. The interest on these loans is due at maturity.
- Interest on the CDBG loans of \$31,346 was accrued as revenue, while \$78,511 was received. Interest is due only at maturity.

The accompanying notes are an integral part of this statement.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basic financial statements of The Housing Authority of the County of Contra Costa (the Authority) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

A. Organization

The Authority was established pursuant to the State Health and Safety Code in 1941. The Authority is a public entity organized under the laws of the State of California's Health and Safety Code to provide housing assistance to low and moderate income families at rents they can afford. Eligibility is determined by family composition and income in areas served by the Authority. To accomplish this purpose, the Authority has entered into Annual Contributions Contracts with the U.S. Department of Housing and Urban Development (HUD) to operate assisted housing programs.

The governing board of the Authority is the County Board of Supervisors. The Authority is a legally separate entity from the County, maintaining separate accounting records, staff, and administration facilities. In addition, there is no financial benefit/burden relationship between the County and the Authority and the County has limited or no opportunity to impose its will upon the Authority because the Authority is governed by rules and regulations imposed by the Federal government through the U.S. Department of Housing and Urban Development. The County defines the Authority as a discretely presented component unit in its Comprehensive Annual Financial Report (CAFR). A copy of this report may be obtained by contacting the Office of the Auditor-Controller, 625 Court Street, Martinez, California 94553.

B. Financial Reporting Entity

The Authority's combined financial statements include the accounts of all the Authority's operations. The criteria for including organizations as component units within the Authority's reporting entity, as set forth in Section 2100 of GASB's *Codification of Governmental Accounting and Financial Reporting Standards*, include whether:

- * The organization is legally separate (can sue and be sued in their own name)
- * The Authority holds the corporate powers of the organization
- * The Authority appoints a voting majority of the organization's board
- * The Authority is able to impose its will on the organization
- * The organization has the potential to impose a financial benefit/burden on the Authority
- * There is financial dependency by the organization on the Authority

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

Based on the aforementioned criteria, the Authority has blended and discretely presented component units. The accompanying financial statements present the Authority and its component units, entities for which the Authority is considered to be financially accountable. The blended component units, although legally separate entities, are, in substance, part of the Authority's operations. Discretely presented component units are reported in a separate column in the fund financial statements to emphasize that they are legally separate from the government. The component units are as follows:

Blended Component Units. HACCC Casa Del Rio, Inc (A California Nonprofit Public Benefit Corporation) and CDR Senior Housing Associates (A California Limited Partnership) . HACCC Casa Del Rio, Inc. is the general partner of CDR Senior Housing Associates. The officers and Board members of HACCC Casa Del Rio, Inc. are employees of the Authority. The partnership was formed in 1994 to develop and operate an 82-unit affordable housing rental complex located in Antioch, California, which is currently known as Casa Del Rio Senior Housing.

Casa Del Rio Senior Housing was placed into service in 1995. Pursuant to the Indemnification Agreement dated July 1, 1994, by and among the Authority, HACCC Casa Del Rio, Inc., CDR Senior Housing Associates, and MHIFED I Limited Partnership, the Authority could possibly be liable for unpaid taxes, interest and penalties, cost to contest, operating deficiency and expenses of enforcement as identified in the Agreement and for a sponsor's operating guaranty to provide sufficient staff or equipment to the general partner, as needed and remedies against sponsor for default under the Amended HCD Agreement. Casa Del Rio Senior Housing participates in the low-income housing tax credit program under Section 42 of the Internal Revenue Code. Various agreements dictate the maximum income levels of new tenants and also provide rent restrictions through 2054.

Since HACCC Casa Del Rio, Inc and CDR Senior Housing Associates have the potential to impose a financial burden on the Authority, these entities have been included in the Authority's financial statements as blended component units. See also Note 15.

Discretely Presented Component Units. DeAnza Housing Corporation (A California Nonprofit Public Benefit Corporation) and DeAnza Gardens, L.P. (A California Limited Partnership). The Authority is the General Partner and DeAnza Housing Corporation is the managing general partner of DeAnza Gardens, L.P. The partnership was formed for the purpose of acquisition, ownership, maintenance, and operation of 180 multi-family rental housing units and the provision of low-income housing through the construction, renovation, rehabilitation, operation, and leasing of an affordable housing development located in Contra Costa County, which is currently known as DeAnza Gardens.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

DeAnza Gardens was placed into service during 2005. It was built on land owned by and leased from the Authority. Under the terms of the lease, title to the improvements revert to the Authority at the end of the 75-year lease. Financing for construction was obtained through notes from the Authority, Bank of America, and DeAnza Housing Corporation. DeAnza Gardens participates in the low-income housing tax credit program under Section 42 of the Internal Revenue Code. Various agreements dictate the maximum income levels of new tenants and also provide rent restrictions through 2078.

Since DeAnza Housing Corporation and DeAnza Gardens L.P. are other organizations for which the nature and significance of their relationship with the Authority are such that exclusion from the financial statements would cause the Authority's financial statements to be misleading or incomplete, these entities have been included in the Authority's financial statements as discretely presented component units. See also Note 15.

Complete audited financial statements are issued separately for each of the individual component units listed above and may be obtained from the Housing Authority of the County of Contra Costa, 3133 Estudillo Street, P.O. Box 2759, Martinez, California 94553.

C. Basis of Presentation

Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. The Authority's activities are strictly business-type. The Authority has no fiduciary funds.

Fund Financial Statements:

Fund financial statements of the Authority are organized into funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for within a separate set of self balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenses/expenditures as appropriate. Government resources are allocated to, and accounted for, in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. A fund is considered major if it is the primary operating fund of the Authority or if total assets, liabilities, revenue, or expenses/expenditures of the individual fund are at least 10 percent of the Authority-wide total. The Authority considers all of its activity to be housing related and therefore, considers all the financial activity of the Authority to be one major fund, titled *Housing*. As such, the Authority has no non-major funds.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

PROPRIETARY FUND TYPES

Enterprise Funds - Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Enterprise funds are also used when the governing body has decided that periodic determination of revenue earned, expenses incurred, or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The Authority's funds are operated as enterprise funds.

D. Measurement Focus and Basis of Accounting

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The Proprietary Fund Types are accounted for on an economic resources measurement focus using the accrual basis of accounting. Revenues are recognized when they are earned and expenses are recorded at the time liabilities are incurred. Under this basis of accounting and measurement focus, the Authority applies all GASB pronouncements.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses result from providing goods and services related to the fund's ongoing operations. The principal operating revenue of the Authority's enterprise funds is dwelling rental income. Operating expenses are necessary costs that have been incurred in order to provide the good or service that is the primary activity of the fund. The principal operating expenses of the Authority's enterprise funds are employee salaries and benefits, housing assistance payments, utilities, and the costs to maintain the owned units. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When the Authority incurs an expense for which both restricted and unrestricted resources may be used, it is the Authority's policy to use restricted resources first and then unrestricted resources as needed.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

E. Interfund Transactions

Statement of Net Position:

Short-term amounts due between funds are classified as “Due from/to other funds”. As of March 31, 2014, the Public Housing Enterprise Fund owed \$84,744 in fees to the Central Office Enterprise Fund.

Operating advances made to the blended component units, Casa Del Rio, Inc and CDR Senior Housing Associates were \$295,667 as of March 31, 2014. The interfund balance as of December 31, 2013, was \$290,799 and was reported as non-current related party payable by the other auditors. The Statement of Net Position - Proprietary Funds, reported as of March 31, 2014, shows \$290,799 as both a noncurrent asset and as a noncurrent liability. The difference of \$4,868, due to the timing differences in fiscal year end, is shown as “other” noncurrent assets (see also Note 15).

A long-term note due from the Management Enterprise Fund to the blended component unit, HACCC Casa Del Rio, Inc in the amount of \$185,000 is reported as long-term notes receivable and long-term debt. See also Notes 5 and 7.

Statement of Revenues, Expenses, and Changes in Fund Net Position:

Participants of the Housing Choice Voucher Program have decided to occupy units owned by the Authority’s blended component unit. Housing assistance payments made by the Housing Choice Voucher and Shelter Plus Care Programs to Casa Del Rio Senior Housing (CDR) totaled \$12,267 for the fiscal year ended March 31, 2014. CDR also paid the Authority \$52,452 during the current fiscal year for management fees.

The Authority utilizes a Central Office Enterprise Fund to account for administrative costs that are not charged to its Public Housing and Housing Choice Voucher Enterprise Funds. The Housing Choice Voucher Enterprise Fund paid management fees and bookkeeping fees in the amount of \$905,388 and \$565,867, respectively. The Public Housing Enterprise Fund paid property management, bookkeeping, and asset management fees in the amount of \$1,043,628, \$94,043, and \$141,240, respectively. These costs, totaling \$2,750,166, are reported as other revenue in the Central Office Enterprise Fund and administrative expenses of the Public Housing and Housing Choice Voucher Enterprise Funds.

The Authority is required by HUD to pay HAP on behalf of other authorities with Housing Choice Voucher Program participants residing within Contra Costa County. The Authority is reimbursed for this HAP from the initiating housing authority. HUD requires this HAP to be reported as an expense when paid to the landlord and as income when reimbursed from

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

the initiating housing authority. For the current fiscal year, the Authority received reimbursement of \$875,752 in HAP paid on behalf of other housing authorities. This amount is therefore reported as revenue and expense of the Housing Choice Voucher Enterprise Fund.

Interfund transfers of \$78,760 were made between the Authority's two loan programs to cover operating costs. The Rental Rehabilitation Enterprise Fund transferred funds to the CDBG Rental Rehabilitation Enterprise Fund.

F. Cash and Investments

Cash includes amounts in demand deposits and saving accounts. Investments are reported in the accompanying statement at market value. All of the Authority's investments can be converted to cash in a relatively short amount of time. Therefore, all cash and investments are used in the Statement of Cash Flows.

Changes in fair value that occur during a fiscal year are recognized as *interest income* reported for that fiscal year. *Interest income* includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The Authority pools cash and investments of all programs. Each program's share in this pool is displayed in the accompanying Financial Data Schedule as *cash and investments*. Interest income earned by the pooled investments is allocated to the various funds based on each fund's average cash and investment balance.

G. Accounts Receivable

Receivables are principally amounts due from HUD and tenants. Allowance for doubtful accounts has been provided based on the likelihood of the recovery.

H. Capital Assets

Capital assets, which include property, plant and equipment, acquired for Proprietary Funds are capitalized in the respective funds to which they apply. The Authority has an established capitalization policy, which requires all acquisitions of property and equipment in excess of \$5,000 and all expenditures for repairs, maintenance, renewals, and betterments that materially prolong the useful lives of assets to be capitalized. Property and equipment are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Interest expense incurred during the development period is capitalized. The costs of normal

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Depreciation of exhaustible capital assets used by Proprietary Funds is charged as an expense against operations, and accumulated depreciation is reported on the Statement of Net Position. Capital assets are being depreciated using the straight-line basis over the useful lives of the assets. The useful lives are generally 27.5 years for buildings, 10 years for modernization, 5 years for vehicles, furniture and equipment, and 3 years for computer equipment. Salvage value on all depreciable equipment is assumed to be insignificant and therefore valued at \$0.

I. Compensated Absences

It is the Authority's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the government does not have a policy to pay any amounts when employees separate from service with the Authority. All vacation pay is accrued when incurred and allocated to the appropriate proprietary fund. Total liability for the Authority is \$367,612 based on year-end hourly rates. Of this amount \$307,451 is considered by the Authority to be a current liability.

J. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Financial Position will sometimes include a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense) until that time. The Authority does not have any deferred outflows of resources as of March 31, 2014.

In addition to liabilities, the Statement of Financial Position will sometimes include a separate section for deferred inflows of resources. This separate financial statement element 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 does not have any deferred inflows of resources as of March 31, 2014.

K. Net Position

Net position represents the differences between assets and liabilities. Net position consists of net investment in capital assets; restricted net position; and unrestricted net position. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of borrowing used for acquisition, construction, or

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

improvement of those assets (excluding interfund borrowing and including accrued interest). Net position is reported as restricted when there are limitations imposed on its use through constitutional provisions or enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

L. Taxes

The Authority is exempt from federal and state income taxes. The Authority is also exempt from property taxes but makes payments in lieu of taxes on owned housing.

M. Budgets and Budgetary Accounting

The Board of Commissioners adopts an operating budget effective April 1 annually. This budget may be revised by the Board of Commissioners during the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption.

N. Estimates

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

O. Encumbrances

Encumbrance accounting is not employed by the Authority.

P. Grant Restrictions

The Authority has received loans and grants from the U.S. Department of Housing and Urban Development. The grants require that only individual and families that meet various income, age and employment standards be housed or aided.

Q. Cost Allocation Procedures

Cost allocation procedures are divided into one of the following three methods, 1) Direct Costs, 2) Indirect Costs, 3) Fee for Service.

Direct Allocation Method: this method is used when the cost being incurred directly benefits a specific “program, region, development, project or site”. Allocation at the regional,

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

development, project or site level shall be allocated by using the ratio of number of bedrooms managed (zero bedroom units will count as 1). Allocation at the Program level will be based on a common factor within the program area, such as units within a grant, grant award amounts, or other reasonable factors where allowed.

Indirect Allocation Method: this method is used when the cost being incurred is for a common or joint objective and therefore does not directly benefit a specific “program, region, development, project or site”. These costs will be allocated using a ration from direct salary allocation plan consistent with OMB Circular A-87. The direct salary allocation plan will be established annually as a part of the annual budget process.

Fee for Service Method: this method is used when an employee performs work outside of their budgeted allocation. The fee for service method will reduce the allocations of salary and benefits from the program that the position was originally budgeted for. This method should be documented on a time reporting process, either by way of time card or activity log or both.

R. New GASB Pronouncements

The Governmental Accounting Standards Board (GASB) has issued several new pronouncements that the Authority has reviewed for application to their accounting and reporting.

GASB Statement No. 65 *Items Previously Reported as Assets and Liabilities*, is effective for financial statements for periods beginning after December 15, 2012. This statement improves financial reporting by clarifying the appropriate use of the financial statement elements deferred outflows of resources and deferred inflows of resources to ensure consistency in financial reporting. The Authority has implemented this statement in the year ended March 31, 2014. Statement 65 requires that debt issuance costs be reported as expenses when incurred since they no longer meet the definition of an asset. The component units are nonprofit public benefit corporations and limited partnerships and they follow the guidance of the Financial Accounting Standards Board for their financial reporting. Certain recognition criteria and presentation features are different from GASB. For instance, these entities report debt issuance costs as an asset amortized over time. No modifications have been made to the audited financial information as presented. The unamortized value of the loan costs does not have a material effect on the Authority’s net position. Net loan costs of \$34,250 are reported as other noncurrent assets of the primary government, for the blended component units, and \$119,553 as other noncurrent assets of the component units, for the discretely presented component units.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 1 (continued)

GASB Statement No. 68 *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No 27*, is effective for financial statements for periods beginning after June 15, 2014. This statement improves financial reporting for pensions. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency. Management is currently evaluating the impact of the adoption of this Statement on the Authority's financial statements. Management anticipates that the implementation of this Statement will have a material impact on the financial statements in future years.

Note 2 - CASH AND INVESTMENT

Cash and investments as of March 31, 2014 are classified in the accompanying financial statement as follows:

Statement of net position:	
Cash and investments	\$ 6,836,304
Restricted cash	<u>3,838,856</u>
Total Cash & Investments	<u>\$ 10,675,160</u>
Demand deposits	\$ 2,889,212
Investments	7,324,296
Cash held by other agencies	459,702
Cash on hand	<u>1,950</u>
Total Cash & Investments	<u>\$ 10,675,160</u>

Investments Authorized by the Authority's Investment Policy

Investments authorized by the Authority are empowered by the HUD Notice 99-48 and its own investment policy to invest HUD funds in the following:

- United States Treasury Bills, Notes and Bonds;
- Obligations issued by Agencies or Instrumentalities of the U.S. Government;
- State or Municipal Depository Funds, such as the Local Agency Investment Fund (LAIF) or pooled cash investment funds managed by County treasurers;
- Insured Demand and Savings Deposits, provided that deposits in excess of the insured amounts must be 100% collateralized by federal securities;
- Insured Money Market Deposit Accounts;
- Insured SUPER NOW accounts, provided that deposits in excess of the insured amount must be 100% collateralized by federal securities;

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 2 (continued)

- Negotiable Certificates of Deposit issued by federally or state chartered banks or associations, limited to no more than 30% of surplus funds;
- Repurchase/Reverse Repurchase Agreements of any securities authorized by this section; securities purchased under purchase agreements shall be no less than 102% of market value;
- Sweep Accounts that are 100% collateralized by federal securities;
- Shares of beneficial interest issued by diversified management companies investing in the securities and obligations authorized by this Section (Money Market Mutual Funds); Funds must carry the highest rating of at least two national rating agencies and are limited to not more than 20% of surplus funds;
- Funds held under the terms of a Trust Indenture or other contract or agreement including the HUD/PHA Annual Contributions Contract, may be invested according to the provisions of those indentures or contracts; and
- Any other investment security authorized under the provisions of HUD Notice PIH 97-41.

The Authority is empowered by the California Government Code (CGC) Sections 5922 and 53601 et seq and its own investment policy to invest non-HUD funds in the following:

- Bonds issued by the local entity with a maximum maturity of five years;
- United States Treasury Bills, Notes and Bonds;
- Registered state warrants or treasury notes or bonds issued by the State of California;
- Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurer, other local agencies or Joint Powers Agencies;
- Obligations issued by Agencies or Instrumentalities of the U.S. Government;
- Bankers Acceptances with a term not to exceed 270 days, limited to 40% of surplus funds; no more than 30% of surplus funds can be invested in Bankers Acceptances of any single commercial bank;
- Prime Commercial Paper with a term not to exceed 180 days and the highest ranking issued by Moody's Investors Service or Standard & Poor's Corp., limited to 15% of surplus funds; provided that if the average total maturity of all commercial papers does not exceed 31 days up to 30% of surplus funds can be invested in commercial papers.
- Negotiable Certificates of Deposit issued by federally or state chartered banks or associations, limited to not more than 30% of surplus funds;
- Repurchase/Reverse Repurchase Agreements of any securities authorized by this Section, securities purchased under these agreements shall be no less than 102% of market value. Securities purchased under reverse repurchase agreements shall be for temporary and unanticipated cash flow needs only.
- Medium term notes (not to exceed two years) of U.S. corporations rated "AAA" or better by Moody's or Standard & Poor's limited to not more than 30% of surplus funds;

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 2 (continued)

- Shares of beneficial interest issued by diversified management companies investing in the securities and obligations authorized by this Section (Money Market Mutual Funds), limited to not more than 15% of surplus funds;
- Funds held under the terms of a Trust Indenture or other contract or agreement may be invested according to the provisions of those indentures or agreements;
- Collateralized bank deposits with a perfected security interest in accordance with the Uniform Commercial Code (UCC) or applicable federal security regulations;
- Any mortgage pass-through security, collateralized mortgage obligation, mortgaged backed or other pay-through bond, equipment least-backed certificate, consumer receivable pass-through certificate or consumer receivable backed bond of a maximum maturity of five years, securities in this category must be rated AA or better by a national rating service and are limited to not more than 30% of surplus funds;
- Any other investment security authorized under the provisions of California Government Code Sections 5922 and 53601.

Disclosure Related to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in the market rates. See the table shown later in this note titled "Investment Disclosure" for the maturity dates for each of the Authority's investments.

Disclosures related to Credit Risk

Generally, 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. See the table shown later in this note titled "Investment Disclosure" for the ratings assigned to the issuer for each of the Authority's investments.

Concentration of Credit Risk

See the table shown later in this note titled "Investment Disclosure" to determine how the Authority's investments are concentrated. These investments are owned by the following programs:

Housing Choice Voucher Program	\$	4,132,181	56.42%
Other State and Local Programs		1,478,821	20.19%
Public Housing Program		1,299,506	17.74%
Central Office Cost Center		159,159	2.17%
Rental Rehabilitation Loan Program		147,309	2.01%
Casa Del Rio (blended component unit)		<u>107,320</u>	1.47%
Total investments	\$	<u>7,324,296</u>	

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 2 (continued)

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the Authority's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires California banks and savings and loan associations to secure the Authority's deposits not covered by federal deposit insurance by pledging mortgages or government securities as collateral. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Authority deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. Such collateral must be held in the pledging bank's trust department in a separate depository in an account for the Authority.

The custodial risk for investments is the risk that, in the event of the failure of the counterparty (broker-dealer, etc) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Authority's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. 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 investment in securities through the use of mutual funds or government investment pools (such as LAIF).

The Authority has executed depository agreements with the two banks with which it currently does business. The "General Depository Agreement" with WestAmerica Bank is dated October 24, 2005. It states that "any portion of PHA funds not insured by a Federal insurance organization shall be fully (100%) and continuously collateralized with specific and identifiable U.S. Government or Agency securities prescribed by HUD." The "Contract of Deposit of Monies" with Bank of America is dated April 15, 2002. This contract states that "The Bank will maintain at all times with the Agent of the Bank as security for Depositor's deposits: a) eligible securities of the classes described in Government Code Section 53651 having market value of least 10% in excess of the total amount of deposits secured by those securities, b) eligible securities of the class described in subdivision (m) of Government Code Section 53651 having a market value at least 50% in excess of the total amount of deposits secured by those securities, and c) eligible securities of the class described in subdivision (p) of Government Code Section 53651 having a market value at least 5% in excess of the total amount of deposits secured by those securities."

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 2 (continued)

The Authority's exposure to custodial credit risk is as follows:

Demand deposits with banks, fully insured by FDIC	\$ 500,000
Demand deposits with banks covered by depository agreements	2,372,403
Cash held by investment companies	16,809
Deposits held by CHFA	<u>459,702</u>
Total demand deposits and cash held by other agencies	<u><u>\$ 3,348,914</u></u>

See the table below for information regarding the investments.

Investment Disclosure - March 31, 2014

<u>Investment Type</u>	<u>Issuer</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Maturity</u>	<u>Rate</u>
Government Security	LAIF	\$ 3,527,366	\$ 3,528,485	N/A	
	Interest on LAIF	2,005	2,005	N/A	
Certif. Of Deposit	American Express Cent	168,000	165,813	4/25/18	300
Certif. Of Deposit	JP Morgan Chase	200,000	198,084	4/30/18	199
Certif. Of Deposit	Sandhills Bank	100,000	100,317	7/26/18	146
Certif. Of Deposit	BBVA Compass Bank	235,000	235,710	9/25/18	207
Certif. Of Deposit	Sallie Mae Bank	100,000	100,200	10/23/18	300
Certif. Of Deposit	Sallie Mae Bank	100,000	100,162	10/30/18	300
Certif. Of Deposit	C I T Bank	105,000	103,640	4/24/18	295
Certif. Of Deposit	C I T Bank	120,000	120,362	11/14/18	295
Certif. Of Deposit	G E Capital Bank	110,000	106,996	5/3/18	292
Certif. Of Deposit	G E Capital Bank	102,000	99,728	6/14/18	300
Certif. Of Deposit	G E Retail Bank	100,000	100,033	12/6/18	300
Certif. Of Deposit	G E Retail Bank	100,000	100,521	9/13/18	300
Certif. Of Deposit	Marlin Business Bank	220,000	218,603	2/12/19	300
Certif. Of Deposit	Bangor Savings Bank	120,000	119,814	12/20/18	206
Certif. Of Deposit	Essa Bank & Trust	100,000	99,764	12/28/18	196
Certif. Of Deposit	Discover Bank	248,000	246,681	2/06/18	300
Certif. Of Deposit	First Bank Puerto Rico	147,000	145,931	2/08/18	163
Certif. Of Deposit	Mid First Bank OKH	105,000	104,786	1/30/18	300
Certif. Of Deposit	Safra National Bank	200,000	194,980	2/28/18	197
Certif. Of Deposit	Goldman Sachs Bank	149,000	147,309	3/27/18	253
Certif. Of Deposit	First Republic Bank	100,000	102,554	5/06/15	178
Certif. Of Deposit	Queensborough Nat'l Bank	99,000	101,595	7/30/15	140
Certif. Of Deposit	Cole Taylor Bank	99,000	101,225	12/30/15	293
Certif. Of Deposit	BMW Bank of No. America	150,000	147,159	6/28/18	300
Certif. Of Deposit	BMW Bank of No. America	99,000	101,289	1/28/16	300
Certif. Of Deposit	Goldman Sachs Bank	99,000	100,456	3/28/17	253
Certif. Of Deposit	Bank of Baroda	125,000	124,939	10/29/18	220
Certif. Of Deposit	Bank of Baroda	100,000	98,954	3/08/18	220
Certif. Of Deposit	Goldman Sachs Bank	<u>107,000</u>	<u>107,320</u>	1/16/18	253
Total Investments		<u>\$ 7,336,371</u>	7,325,415		
Investments reported below market value			<u>(1,119)</u>		
Total Investments reported			<u><u>\$ 7,324,296</u></u>		

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 2 (continued)

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. The LAIF is a special fund of the California State Treasury through which local governments may pool investments. Each government agency may invest up to \$30,000,000 in each account in the fund. Investments in LAIF are highly liquid, as deposits can be converted to cash within twenty-four hours without loss of interest or principal. The full faith and credit of the State of California secure investments in LAIF.

At March 31, 2014, an account was maintained in the name of the Housing Authority of the County of Contra Costa for \$3,527,366. The total cost value of investment in LAIF was \$3,527,366. The total fair value of investments in LAIF was \$3,528,485. The fair value total includes an unrealized gain on investments of \$1,119. The unrealized gain was based on a fair value adjustment factor of 1.000317118 that was calculated by the State of California Treasurer's Office. The unrealized gain was not recorded by the Authority and is considered immaterial. Of the \$3,527,366 invested in LAIF, \$3,529,371 is recorded as assets of the Authority. The difference includes \$2,005 of interest receivable from LAIF as of March 31, 2014, shown by the Authority as investments.

LAIF is a part of the State of California Pooled Money Investment Account (PMIA). At March 31, 2014, the fair value of the State of California Pooled Money Investment Account (PMIA), including accrued interest, was \$57,568,181,449. The PMIA portfolio had no securities in the form of structured notes and asset-backed securities totaling \$982,373,000. The PMIA has policies, goals and objectives for the portfolio to make certain that the goals of safety, liquidity, and yield are not jeopardized. These policies are formulated by investment staff and reviewed by both the PMIA and LAIF Advisory Boards on an annual basis. LAIF's and the Authority's exposure to credit, market, or legal risk is not available.

During 2002, California Government code was added to the LAIF's enabling legislation stating that "the right of a city, county...special district...to withdraw its deposited money from the LAIF upon demand may not be altered, impaired, or denied in any way by any state official or state agency based upon the State's failure to adopt a State Budget by July 1 of each new fiscal year." In addition, it has been determined that the State of California cannot declare bankruptcy under Federal regulations. This allows other government code stating that "money placed with the State Treasurer for deposit in the LAIF shall not be subject to ...transfer or loan...or impound or seizure by any state official or state agency" to stand.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 3 - RESTRICTED CASH

Restricted cash consists of funds that are held in escrow, Federal funds held for future HAP expenditures, replacement and operating reserves required by the lender, and funds being held by the Authority on behalf of its clients. The balances are as follows:

Tenant security deposits - Public Housing	\$ 320,961
Family Self Sufficiency Program participant's escrow funds	300,023
HUD funds restricted in use for HAP payments (See also note 11)	2,692,898
Funds due back to HUD	29,620
Blended component unit - Casa Del Rio:	
Funds held by CHFA:	
Replacement reserve	221,367
Operating reserve	227,368
Hazard and earthquake insurance impounds	10,967
Tenant security deposits	<u>35,652</u>
Total restricted cash	<u>\$ 3,838,856</u>

The funds held by the California Housing Finance Agency (CHFA) can only be used for major repairs or insurance, upon receipt of prior written approval from CHFA. These amounts are also reported as restricted net position (see also Note 11).

The amounts held by the Authorities for program participants of the FSS program, for tenant security deposits, and payable to HUD are reported as payable from restricted assets.

Please see the prior note to determine interest rates and credit risks for the above restricted cash.

Note 4 - INTERFUND BALANCES

The Authority utilizes a few cash accounts to make payments to vendors and for payroll. Costs are accrued to appropriate funds, which necessitates the use of interfund accounts. Costs are reimbursed on a periodic basis. The interfund receivable/payable balance of \$84,744 is owed by the Public Housing Enterprise Fund to the Central Office Enterprise Fund for asset management fees.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 5 - NOTES RECEIVABLE

A schedule of changes in notes receivable is as follows:

	Balance 3/31/13	Transferred to County	Loans Issued	Loans Repaid	Balance 3/31/14	Long-term Portion	Short-term Portion
CDBG Loan Program	\$ 1,307,379	\$(745,004)	\$ -	\$(141,931)	\$ 420,444	\$ 420,444	\$ -
Rental Rehab. Program	149,442	-	-	(95,412)	54,030	11,937	42,093
Employee computer loans	13,674	-	23,478	(26,162)	10,990	-	10,990
DeAnza Gardens LP	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>-</u>
	2,470,495	(745,004)	23,478	(263,505)	1,485,464	1,432,381	53,083
Interfund:							
CDR from mgmt fund	<u>185,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>185,000</u>	<u>185,000</u>	<u>-</u>
Totals	<u>\$ 2,655,495</u>	<u>\$(745,004)</u>	<u>\$ 23,478</u>	<u>\$(263,505)</u>	<u>\$ 1,670,464</u>	<u>\$ 1,617,381</u>	<u>\$ 53,083</u>

Interest on these loans is as follows:

	Balance 3/31/13	Transferred to County	Interest Accrued	Interest Repaid	Balance 3/31/14	Long-term Portion	Short-term Portion
CDBG Loan Program	\$ 329,925	\$(194,622)	\$43,796	\$ (78,511)	\$ 100,588	\$ 100,588	\$ -
Rental Rehab. Program	47,741	-	3,806	(40,640)	10,906	3,363	7,543
DeAnza Gardens LP	<u>360,107</u>	<u>-</u>	<u>30,000</u>	<u>-</u>	<u>390,107</u>	<u>390,107</u>	<u>-</u>
Totals	<u>\$ 737,773</u>	<u>\$(194,622)</u>	<u>\$77,602</u>	<u>\$(119,151)</u>	<u>\$ 501,601</u>	<u>\$ 494,058</u>	<u>\$ 7,543</u>

The Authority has made deferred payment loans to individuals and organizations under the County's Community Development Block Grant (CDBG) and Rental Rehabilitation (RR) Programs. These loans are secured by deeds of trust in the name of the County of Contra Costa or the City of Antioch. These programs are revolving loan programs administered by the Authority. Any repayments of outstanding loans, or interest on the loans, must be used for new loans or program administration as authorized by the County or the City of Antioch. These loans typically earn 3% interest per annum. These notes receivable, along with all of the accrued interest, are offset by an equal amount shown in other noncurrent liabilities (See Note 10).

Due to diminished funding at the federal level, the Authority transferred the administration of the County's CDBG files back to the County in May 2013. The remaining CDBG loans are associated with the City of Antioch.

During the prior year, the Authority expected that one of the Rental Rehab loans would default during the current year. An allowance for doubtful accounts, in the amount of \$49,636, was recorded as of March 31, 2013. No determination was made with regards to this loan and it remains doubtful.

The Authority administers an employee loan program whereby employees can borrow funds for the purpose of purchasing a computer to be used at home. These loans accrue no interest. Payments are made through the payroll system.

Pursuant to a demand note dated June 30, 1994, the Authority may be liable to HACCC Casa Del Rio, Inc for \$185,000. Although the note is due upon demand, the maturity date is December 31,

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 5 (continued)

2059. The note will be called prior to maturity only in the event that there are operating deficits and there is insufficient cash available to cover expenses.

The Authority has also issued a note to the DeAnza Gardens, L.P., which is a discretely presented component unit of the Authority (see Note 1.B.). The note bears simple interest at the rate 3% per annum, payments are due commencing on October 1, 2005, but are payable only to the extent of the previous years' excess/distributable cash, and is due June 2043. No payments, of interest or principal, have been received on this loan.

Not shown on the previous schedule, the DeAnza Housing Corporation issued a note in the amount of \$1,000,000 bearing simple interest at 6.8%, to be paid in full June 2043. This second note is an intra-fund transaction. DeAnza Gardens L.P. owes the DeAnza Housing Corporation. This loan has been eliminated from the discretely presented component unit column of the Statement of Net Position. Since this loan does not effect the Authority, it is not shown in the table on the prior page.

Note 6 - CAPITAL ASSETS

Capital asset activity for the year ending March 31, 2014.

	March 31, 2013	Additions	Transfers	Deletions	March 31, 2014
Capital assets, not being depreciated:					
Land	\$ 1,825,993	\$ -	\$ -	\$ -	\$ 1,825,993
Construction in progress	<u>816,561</u>	<u>744,948</u>	<u>(763,407)</u>	<u>-</u>	<u>798,102</u>
Total	<u>2,642,554</u>	<u>744,948</u>	<u>(763,407)</u>	<u>-</u>	<u>2,624,095</u>
Capital assets depreciated:					
Buildings and improvements	95,666,776	-	763,407	-	96,430,183
Equipment	<u>2,420,420</u>	<u>28,104</u>	<u>-</u>	<u>(12,450)</u>	<u>2,436,074</u>
Total capital assets being depreciated	<u>98,087,196</u>	<u>28,104</u>	<u>763,407</u>	<u>(12,450)</u>	<u>98,866,257</u>
Total capital assets	<u>100,729,750</u>	<u>773,052</u>	<u>-</u>	<u>(12,450)</u>	<u>101,490,352</u>
Accumulated depreciation:					
Buildings and improvements	(81,310,659)	(2,251,466)	-	-	(83,562,125)
Equipment	<u>(2,081,001)</u>	<u>(168,278)</u>	<u>-</u>	<u>6,023</u>	<u>(2,243,256)</u>
Total accumulated depreciation	<u>(83,391,660)</u>	<u>(2,419,744)</u>	<u>-</u>	<u>6,023</u>	<u>(85,805,381)</u>
Total capital assets depreciated, net	<u>14,695,536</u>	<u>(2,391,640)</u>	<u>763,407</u>	<u>(6,427)</u>	<u>13,060,876</u>
Total capital assets, net	<u>\$ 17,338,090</u>	<u>\$ (1,646,692)</u>	<u>\$ -</u>	<u>\$ (6,427)</u>	<u>\$ 15,684,971</u>

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 6 (continued)

The changes by project are as follows:

	March 31, 2013	Additions	Transfers	Deletions	March 31, 2014
TOTAL CAPITAL ASSETS:					
Public Housing	\$ 89,154,833	\$ 770,096	\$ -	\$ -	\$ 89,924,929
Housing Choice Voucher	4,123,325	2,562	-	(6,023)	4,119,864
Section 8 Moderate Rehab	168,778	-	-	-	168,778
Shelter Plus Care	2,399	13	-	-	2,412
CDBG Loan	3,887	50	-	-	3,937
Management Fund	75,115	-	-	-	75,115
Central Office Cost Center	142,055	331	-	-	142,386
Blended Component Units:					
Casa Del Rio	<u>7,059,358</u>	<u>-</u>	<u>-</u>	<u>(6,427)</u>	<u>7,052,931</u>
Total capital assets	<u>100,729,750</u>	<u>773,052</u>	<u>-</u>	<u>(12,450)</u>	<u>101,490,352</u>
DEPRECIATION:					
Public Housing	(78,410,210)	(1,989,691)	-	-	(80,399,901)
Housing Choice Voucher	(1,391,294)	(192,151)	-	6,023	(1,577,422)
Section 8 Moderate Rehab	(168,778)	-	-	-	(168,778)
Shelter Plus Care	(1,563)	(579)	-	-	(2,142)
CDBG Loan	(2,516)	(951)	-	-	(3,467)
Management Fund	(74,997)	(117)	-	-	(75,114)
Central Office Cost Center	(86,003)	(35,288)	-	-	(121,291)
Blended Component Units:					
Casa Del Rio	<u>(3,256,299)</u>	<u>(200,967)</u>	<u>-</u>	<u>-</u>	<u>(3,457,266)</u>
Total depreciation	<u>(83,391,660)</u>	<u>(2,419,744)</u>	<u>-</u>	<u>6,023</u>	<u>(85,805,381)</u>
Net	<u>\$ 17,338,090</u>	<u>\$ (1,646,692)</u>	<u>\$ -</u>	<u>\$ (6,427)</u>	<u>\$ 15,684,971</u>

Note 7 - LONG TERM DEBT

The following is a schedule of the changes in long-term debt for the current fiscal year:

	Balance 3/31/2013	Loans Issued	Payments	Balance 3/31/2014	Short-term Portion	Long-term Portion	Interest Payable
Energy equipment lease	\$ 543,550	\$ -	\$ (147,433)	\$ 396,117	\$ 153,854	\$ 242,263	\$ -
Office building mortgage	2,536,659	-	(72,174)	2,464,485	76,135	2,388,350	-
Blended component units:							
Casa Del Rio:							
CHFA	403,091	-	(21,135)	381,956	22,843	359,113	-
RHCP	<u>2,626,618</u>	<u>-</u>	<u>-</u>	<u>2,626,618</u>	<u>-</u>	<u>2,626,618</u>	<u>1,567,529</u>
	6,109,918	-	(240,742)	5,869,176	252,832	5,616,344	1,567,529
Interfund:							
Mgmt Fund to CDR	<u>185,000</u>	<u>-</u>	<u>-</u>	<u>185,000</u>	<u>-</u>	<u>185,000</u>	<u>-</u>
Totals	<u>\$ 6,294,918</u>	<u>\$ -</u>	<u>\$ (240,742)</u>	<u>\$ 6,054,176</u>	<u>\$ 252,832</u>	<u>\$ 5,801,344</u>	<u>\$ 1,567,529</u>

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 7 (continued)

Following is a schedule of debt payment requirements to maturity for the mortgages noted above that require payments:

Year ending	Energy Lease Loan		Office Building		CHFA		Total
	Principal	Interest	Principal	Interest	Principal	Interest	
2015	\$ 153,854	\$ 14,181	\$ 76,135	\$ 129,350	\$ 22,843	\$ 28,988	\$ 425,351
2016	160,710	7,325	82,150	123,335	24,690	27,141	425,351
2017	81,553	1,019	2,306,200	99,414	26,686	25,145	2,540,017
2018	-	-	-	-	28,843	22,988	51,831
2019	-	-	-	-	31,175	20,656	51,831
2020-2024	-	-	-	-	198,022	61,132	259,154
2025-2026	-	-	-	-	49,697	2,124	51,821
	<u>\$ 396,117</u>	<u>\$ 22,525</u>	<u>\$ 2,464,485</u>	<u>\$ 352,099</u>	<u>\$ 381,956</u>	<u>\$ 188,174</u>	<u>\$ 3,805,356</u>

On April 8, 2003, the Authority entered into an energy services agreement with EUA Citizens Conservation Services, Inc. (Citizens). Citizens prepared an energy audit which generated a report and plan of action. Citizens proposed installing certain energy saving equipment in the housing units of the Public Housing Program. The Authority agreed to pay for the purchase and installation of this equipment in an amount not to exceed \$1,570,465. Citizens guarantees the Authority a specific level of cost savings due to the installation of the equipment for a period of twelve years. The costs savings is guaranteed by Citizens to exceed the Authority's debt service on the financing associated with the purchase and installation of this equipment. At the end of the twelve year period the title to the equipment will pass to the Authority. The \$1,570,465 to fund this equipment lease and installation activity was borrowed from WestAmerica Bank. The loan is due in monthly installments of \$14,003. The Authority began making these monthly payments during the fiscal year ended March 31, 2005. The payments will continue through September 2016. Interest accrues on this loan at a rate of 4.330% per annum. Interest in the amount of \$20,601 was paid and expensed during the year.

During December 2006, the Authority purchased an office building to house the staff of their Housing Choice Voucher Program. To facilitate this purchase, the Authority borrowed \$2,847,500 from WestAmerica Bank on December 15, 2006. Originally, the interest on this loan was 6.75% per annum. The interest rate decreased to 6% in 2012 and 5.25% in 2013. Currently, the loan requires a monthly payment of \$17,124. A balloon payment of \$2,247,471 will be due on January 1, 2017, when the note becomes due. Interest in the amount of \$133,311 was paid and expensed during the year.

The California Housing Finance Agency note, received through the State of California, is dated November 14, 1994. The original amount borrowed was \$600,000. The loan carries a simple interest rate of 7.8% per annum. Principal and interest are payable in monthly installments of

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 7 (continued)

\$4,319. The note is due in full December 2024. Interest in the amount of \$30,696 was paid and expensed during the calendar year ended December 31, 2013.

The Rental Housing Construction Program note, received through the State of California, is dated January 15, 1993. The original amount borrowed was \$2,626,618. The loan accrues interest at a rate of 3% per annum. Payments are required on this loan only to the extent that the Casa Del Rio project has surplus cash. This note and interest on the note are due June 5, 2054. No principal or interest payments were made on this loan during the year ended December 31, 2013. Interest was expensed in the amount of \$78,787. The amount of deferred interest accrued as payable as of the end of the fiscal year was \$1,567,529. The entire amount is considered to be long-term and is shown as other noncurrent liabilities. See also Note 10.

Pursuant to a demand note dated June 30, 1994, the Authority may be liable to HACCC Casa Del Rio, Inc for \$185,000. Although the note is due upon demand, the maturity date is December 31, 2059. The note will be called prior to maturity only in the event that there are operating deficits and there is insufficient cash available to cover expenses.

Note 8 - PAYMENT IN LIEU OF TAXES

In connection with the Public Housing Program, the Authority is obligated to make annual payments in lieu of property taxes based on the lesser of 25% of the assessable value of owned housing, times the current tax rate; or 10% of the dwelling rents, net of utilities expense. At March 31, 2014, \$88,870 was expensed for payment in lieu of taxes. Approximately 75% is payable as of March 31, 2014 and is shown as *Due to Other Agencies*.

Note 9 - UNEARNED REVENUE

Unearned revenue consists of:

Prepaid rent - Public Housing	\$ 12,881	
Casa Del Rio	<u>50</u>	\$ 12,931
Revolving loan funds held for future expenditures:		
CDBG (returned to County in 2013)	-	
Rental Rehabilitation	<u>214,652</u>	214,652
Prepaid portability payments from other agencies		<u>12,093</u>
		<u>\$ 239,676</u>

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 10 - OTHER NONCURRENT LIABILITIES

Other noncurrent liabilities consist of:

Loan liability:

CDBG:

Notes receivable (See also Note 5)	\$ 420,444		
Interest on notes receivable (See also Note 5)	<u>100,588</u>	\$	521,032

Rental Rehabilitation:

Notes receivable (See also Note 5)	54,030		
Interest on notes receivable (See also Note 5)	10,906		
Allowance for doubtful accounts	<u>(49,636)</u>		15,300

Housing Choice Voucher Program			147,044
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Long term portion of the interest payable on the RHCP loan - a liability of the blended component unit, Casa Del Rio (See also Note 7)			1,567,529
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Post retirement benefits payable (See also Note 13)			<u>2,275,827</u>
			<u><u>\$ 4,526,732</u></u>

Note 11 - NET POSITION

A. Net investment in capital assets

Net investment in capital assets consists of the following:

Capital assets, net of depreciation (see Note 6)	\$ 15,684,971		
Long term debt (omitting interfund balances) (see Note 7)			(5,869,176)
Accrued interest on long term debt (see Note 7 & 10)			<u>(1,567,529)</u>
Net investment in capital assets		\$	<u><u>8,248,266</u></u>

B. Restricted Net Position

Net position is reported as restricted when constraints placed on the net asset use are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation. The Authority has reported the following as restricted net position:

Excess HAP funding - Housing Choice Voucher	\$ 2,692,898		
Casa Del Rio Senior Housing replacement and operating reserves			<u>459,702</u>
		\$	<u><u>3,152,600</u></u>

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
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(Continued)

Note 11 (continued)

The excess HAP funds are fully funded, see also Note 3. The restrictions associated with Casa Del Rio Senior Housing are required by the lender, held by CHFA and fully funded, see also Note 3.

Commencing with the calendar year 2005, PHAs received full disbursement of their HAP allocations. It was the responsibility of the PHAs to maintain any excess HAP disbursements in their Net Restricted Asset account, for use only for future HAP needs to assist additional families up to the number of units under contract. Since 2005, PHAs have accumulated significant amounts in their Net Restricted Asset accounts. Beginning in 2008, at Congressional direction, HUD began recapturing this excess HAP by offsetting the annual allocations with the excess HAP held by PHAs. In 2012, HUD implemented cash management procedures which mitigated the accumulation of excess HAP in Net Restricted Asset accounts by PHAs. These procedures based the payment of HAP on actual need reported by PHAs in the Voucher Management System (VMS). Any excess allocation will now be held by HUD until PHAs demonstrate need for the disbursement of the funds.

The change in the Authority's Net Restricted Asset account for the Housing Choice Voucher Program is as follows:

Balance as of March 31, 2013	\$ 5,102,812
Use of excess HAP funding	(2,474,946)
FSS forfeitures, including associated interest	64,162
Interest	<u>870</u>
Balance as of March 31, 2014	<u><u>\$ 2,692,898</u></u>

Note 12 - RETIREMENT PLAN

The Authority participates in a cost-sharing multiple-employer defined benefit retirement plan that is administered by the Contra Costa County Employees' Retirement Association. All full-time employees of the Authority participate in this plan. The plan provides death, disability and service retirement benefits. Benefits are based on the employee's highest level of annual salary, years of service and age at the time of retirement. The Authority's retirement plan had 134 participants at March 31, 2014. Employer contributions are vested (1) after 10 years of service and employee attain age 50 or (2) 30 years of service regardless of age or (3) at mandatory age regardless of the amount of service.

Employees contribute to the retirement system through biweekly payroll deductions. The rate of contribution for employees is determined by numerous factors at the time of entrance into the

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 12 (continued)

system. Employee contributions and interest thereon may be withdrawn only at termination of employment or at retirement.

Information on contributions for the last five years is as follows:

<u>Fiscal Year Ended</u>	<u>Payroll Subject to Contribution</u>	<u>Employer Contribution</u>	<u>As a Percentage of Payroll</u>	<u>Employee Contribution</u>	<u>As a Percentage of Payroll</u>
3/31/2010	\$ 5,345,205	\$ 1,760,494	32.94%	\$ 371,528	6.95%
3/31/2011	\$ 5,227,243	\$ 1,806,368	34.56%	\$ 370,477	7.09%
3/31/2012	\$ 5,057,120	\$ 1,916,003	37.89%	\$ 322,557	6.38%
3/31/2013	\$ 4,922,992	\$ 1,821,886	37.01%	\$ 367,216	7.46%
3/31/2014	\$ 4,647,605	\$ 1,761,687	37.91%	\$ 330,230	7.11%

The ten-year trend analysis and other disclosures required by U.S. generally accepted accounting principles are described in the financial statements of the Contra Costa County Employees' Retirement Association (CCCERA). The CCCERA is a component unit of the County of Contra Costa and is reported as a pension trust fund in their basic financial statements. Complete audited financial statements may be obtained from the administrative offices of CCCERA 1355 Willow Way, Suite 221, Concord, CA 94520.

Note 13 - POST EMPLOYMENT HEALTHCARE PLAN

Plan Description: Contra Costa County Housing Authority (CCCHA) provides a defined benefit health care program to its retired employees and their dependents. Benefits include coverage in the Kaiser health and dental plans administered by CCCHA. Benefit provisions are established and amended through negotiations between CCCHA and the respective unions and employee groups. CCCHA does not issue a publicly available financial report for the retiree health care program.

Eligibility: CCCHA retirees are eligible for membership in the plans upon retirement (drawing a pension from Contra Costa County Employee Retirement Association (CCCERA) or CalPers). No provision currently exists for members in deferred retirement status.

Retirees and beneficiaries receiving benefits	66
Active plan members	<u>76</u>
Total	<u><u>142</u></u>

Funding Policy: The contribution requirements of program members and CCCHA are determined by negotiations between CCCHA and the respective unions and employee groups.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 13 (continued)

The required contribution is based on projected pay-as-you-go financing requirements. For fiscal year 2014 CCCHA contributed \$291,724 to the plan to cover the annual pay-as-you-go cost. The percentage of the employer's cost-sharing towards retiree medical plan premiums is currently at 35% of active premiums for retirees under the age of 65, and 74% of active premiums for retirees over the age of 65. The members cover any premiums over the limits set by the Authority. The monthly maximum limits vary from \$345 to \$980, based on the size of the retiree's family.

Annual Other Post Employment Benefit (OPEB) Cost and Net OPEB Obligation: The CCCHA's annual OPEB costs (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of Governmental Accounting Standards Board (GASB) Statement 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. Interest on net OPEB obligation is based on the actuarial interest rate of 4.5% and is computed on the unfunded amount.

The most current actuarial report calculated these amounts for the fiscal year ended March 31, 2014. The following table shows the components of the CCCHA's annual OPEB cost for the past three years, the amount actually contributed to the plan, and changes in the CCCHA's net OPEB obligation.

	<u>3/31/2014</u>	<u>3/31/2013</u>	<u>3/31/2012</u>
Present value of the Actuarial			
Accrued Liability	\$ <u>5,365,137</u>	\$ <u>5,224,097</u>	\$ <u>5,105,240</u>
Normal costs	\$ 190,278	\$ 190,278	\$ 215,582
Amortization of UAAL	221,311	215,493	210,590
Interest on net OPEB obligation			
at beginning of year	96,656	90,572	82,426
ARC adjustment for current fiscal year	<u>(88,601)</u>	<u>(83,024)</u>	<u>(75,557)</u>
Annual OPEB cost/Annual			
Required Contribution	419,644	413,319	433,041
Contributions made	<u>(291,724)</u>	<u>(278,133)</u>	<u>(252,016)</u>
Increase in net OPEB obligation	127,920	135,185	181,025
Net OPEB obligation - Beginning of year	<u>2,147,907</u>	<u>2,012,722</u>	<u>1,831,697</u>
Net OPEB obligation - End of year	<u>\$ 2,275,827</u>	<u>\$ 2,147,907</u>	<u>\$ 2,012,722</u>

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 13 (continued)

The CCCHA's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation are as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Pay-as-you-go Employer Contributions</u>	<u>Percentage of Annual OPEB Costs Contributed</u>	<u>Net OPEB Obligation</u>
3/31/2011	\$ 414,017	\$ 247,213	59.71%	\$ 1,831,697
3/31/2012	\$ 433,041	\$ 252,016	58.2%	\$ 2,012,721
3/31/2013	\$ 413,319	\$ 278,133	67.3%	\$ 2,147,907
3/31/2014	\$ 419,644	\$ 291,724	69.52%	\$ 2,275,827

See page 52 for the Schedule of Funding Progress for OPEB. This schedule presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Funding Status and Funding Progress: The most recent actuarial valuation dated April 1, 2012, reflects a accrued liability for benefits of \$5.3 million, therefore, unfunded actuarial accrued liability as a percentage of covered payroll is 93.00%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are 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, presented as required supplementary information below, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial liabilities for benefits.

Actuarial Methods and Assumptions: Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the 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 actuarial 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.

The funding method used was the Entry Age Normal Cost method and assuming an open 30-year amortization of the Unfunded Actuarial Liability using the level percent of payroll amortization method. The valuation results are based on a 4.5% discount rate assuming that the CCCHA continues pay-as-you-go funding of its post-employment benefit program.

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(Continued)

Note 14 - DEFERRED COMPENSATION PLAN

The Authority offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan is administered by Mass Mutual Financial Group. The plan, available to all regular employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are held in trust for the exclusive benefits of participants and their beneficiaries.

A total of \$2,604,857 is being held by Mass Mutual Financial Group on behalf of the Authority's employees. These funds are not recorded as assets of the Authority since they are held in trust for the exclusive benefit of participants and their beneficiaries and are not subject to claims of the Authority's general creditors.

Note 15 - RELATED PARTIES

Casa Del Rio Housing - Blended Component Unit

Organization:

Casa Del Rio Housing is made up of HACCC Casa Del Rio, Inc (A California Nonprofit Public Benefit Corporation) and CDR Senior Housing Associates (A California Limited Partnership). HACCC Casa Del Rio, Inc. is the general partner of CDR Senior Housing Associates. The officers and Board members of HACCC Casa Del Rio, Inc. are employees of the Authority. The partnership was formed in 1994 to develop and operate an 82-unit affordable housing rental complex located in Antioch, California, which is currently known as Casa Del Rio Senior Housing.

Pursuant to the Indemnification Agreement dated July 1, 1994, by and among the Authority, HACCC Casa Del Rio, Inc., CDR Senior Housing Associates, and MHIFED I Limited Partnership, the Authority could possibly be liable for unpaid taxes, interest and penalties, cost to contest, operating deficiency and expenses of enforcement as identified in the Agreement.

Pursuant to the Operating Deficit Guaranty Agreement dated July 1, 1994, by the Authority to and for the benefit of MHIFED I Limited Partnership, the Authority can possibly be liable for operating deficit and expenses of enforcement as identified in the Agreement.

Pursuant to the Indemnity Agreement, dated July 1, 1994, by the Authority to and for the benefit of CDR Senior Housing Associates and MHIFED I Limited Partnership, the Authority can possibly

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 15 (continued)

be liable for any costs, expenses, and liabilities arising out of claims made by FPI (FPI Real Estate Group, FPI Mortgage Co. and FPI Management, Inc.) under the Development Agreement.

Pursuant to the Demand Note dated June 30, 1994, from the Authority to HACCC Casa Del Rio, Inc., the Authority can possibly be liable to HACCC Casa Del Rio, Inc. for \$185,000. Although the note is due upon demand the maturity date is December 31, 2059, the note will be called prior to maturity only in the event that there are operating deficits and there is not sufficient cash available to cover expenses. This note is recorded as both an interfund note receivable and note payable (see Notes 5 and 7).

Pursuant to the Assignment and Assumption Agreement, the Authority can possibly be liable for any and all claims relating to the Assignment and Assumption Agreement arising prior to the date of the Assignment and Assumption Agreement.

Pursuant to the Department of Housing and Community Development Rental Housing Construction Program First Amendment to the Regulatory Agreement (the "Amended HCD Agreement") dated November 14, 1994, by and among the Department of Housing and Community Development, CDR Senior Housing Associates, and the Authority; the Authority can possibly be liable for a sponsor's operating guaranty to provide sufficient staff or equipment to the general partner, as needed and remedies against sponsor for default under the Amended HCD Agreement.

Since HACCC Casa Del Rio, Inc (CDR Inc) and CDR Senior Housing Associates (CDR Associates) have the potential to impose a financial burden on the Authority, these entities have been included in the Authority's financial statements as a blended component unit. The fiscal year end of these blended component units is December 31. Audits were conducted on these entities as of December 31, 2013, by Linquist, Von Husen, & Joyce, LLP. The opinions were not modified. These audit reports may be obtained by contacting the Authority at the address on page 11. The Authority reports the balances for these blended component units as of December 31, 2013, which differs from that of the Authority's fiscal year end of March 31, 2014. The balances at each fiscal year end do not differ materially. Modification were made to the audited financial statements to conform with the reporting categories of the Authority. Specifically, net assets reported in the audit were converted to the three categories of net position in conformity with the Authority's reporting practices.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
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(Continued)

Note 15 (continued)

Condensed Financial Statements:

The condensed financial statements for HACCC Casa Del Rio, Inc. and subsidiary as of and for the year ended December 31, 2013, are as follows:

STATEMENT OF NET POSITION

Current assets	\$ 266,152
Restricted assets	495,354
Property and equipment	3,595,665
Other non-current assets	219,250
Total assets	<u>\$ 4,576,421</u>
Current liabilities	\$ 34,418
Payable from restricted assets	35,652
Long term liabilities	4,844,059
Total liabilities	<u>4,914,129</u>
Net investment in capital assets	(980,438)
Restricted net position	459,702
Unrestricted net position	183,028
Total net position	<u>(337,708)</u>
Total liabilities and net position	<u>\$ 4,576,421</u>

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

Rental revenue	\$ 517,830
Interest and other revenue	16,501
Total revenue	<u>534,331</u>
Administrative expenses	170,420
Utility expenses	78,565
Maintenance expenses	112,434
General expenses	45,999
Depreciation	200,967
Total expenses	<u>608,385</u>
Operating income (loss)	(74,054)
Debt service interest	(109,483)
Loss on disposal of equipment	(6,427)
Amortization	(3,140)
Change in net position	(193,104)
Net position at the beginning of the year - 1/1/2013	<u>(144,604)</u>
Net position at the end of the year - 12/31/2013	<u>\$ (337,708)</u>

STATEMENT OF CASH FLOWS

Net cash provided (used) by:	
Operating activities	\$ 128,491
Noncapital financing activities	(39,438)
Capital financing activities	(51,831)
Investing activities	1,210
Net change in cash	38,432
Cash at the beginning of the year - 1/1/2013	675,188
Cash at the end of the year - 12/31/2013	<u>\$ 713,620</u>

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NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 15 (continued)

Interfund accounting issues:

Operating advances made by the Authority were \$295,667 as of March 31, 2014. The interfund balance as of December 31, 2013 was \$290,799 and was reported as non-current related party payable by the other auditors. The Statement of Net Position - Proprietary Funds, reported as of March 31, 2014, shows \$290,799 as both a noncurrent asset and as a noncurrent liability. The difference of \$4,868, due to the timing differences of the fiscal year ends, is shown as "other" noncurrent assets.

During the fiscal year ended December 31, 2013, CDR Associates paid management fees to the Authority in the amount of \$52,452. Some of the Casa Del Rio Senior Housing tenants (3 as of December 31, 2013) are also participants in the Authority's Housing Choice Voucher or Shelter Plus Care Programs. The rent for these tenants is subsidized by HUD through the Authority. During the twelve months ended March 31, 2014, the Authority's Housing Choice Voucher and Shelter Plus Care Programs paid \$8,556 and \$3,711, respectively, in HAP payments to CDR Associates.

Intrafund accounting issues:

The intrafund amounts which have been eliminated as of March 31, 2014, from the Casa Del Rio Blended Component Unit Enterprise Fund for inclusion into the Fund Financial Statements include:

- \$85,530 receivable/payable between CDR Inc and CDR Associates
- \$627,202 investment in partnership recorded as an liability of CDR Inc and net position of CDR Associates.
- \$15,000 managements fees reported as revenue to CDR Inc and expenses of CDR Associates.
- \$13,912 interest revenue and donation to related party, both reported in CDR Inc.

Deficit Net Position

These blended component units combined, have a deficit net position \$337,708.

DeAnza - Discretely Presented Component Units

Organization:

The discretely presented component units are DeAnza Housing Corporation (A California Nonprofit Public Benefit Corporation) and DeAnza Gardens, L.P. (A California Limited Partnership). The Authority is the General Partner and DeAnza Housing Corporation is the managing general partner of DeAnza Gardens, L.P. The partnership was formed for the purpose of acquisition, ownership, maintenance, and operation of 180 multi-family rental housing units and

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
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(Continued)

Note 15 (continued)

the provision of low-income housing through the construction, renovation, rehabilitation, operation, and leasing of an affordable housing development located in Contra Costa County, which is currently known as DeAnza Gardens.

DeAnza Housing Corporation (DeAnza Corp) and DeAnza Gardens L.P. (DeAnza L.P.) have been reported as discretely presented component units of the Authority. The fiscal year end of these discretely presented component units is December 31. Audits were conducted on these entities as of December 31, 2013, by Linquist, Von Husen, & Joyce, LLP. The opinions were not modified. These audit reports may be obtained by contacting the Authority at the address on page 11. The Authority reports the balances for these discretely presented component units as of December 31, 2013, which differs from that of the Authority's fiscal year end of March 31, 2014. The balances at each fiscal year end do not differ materially. Modifications were made to the audited financial statements to conform with the reporting categories of the Authority. Specifically, net assets reported in the audit were converted to the three categories of net position in conformity with the Authority's reporting practices.

Inter-agency accounting issues:

The amounts shown as due to related parties consist of the following:

	Primary Gov't Assets <u>3/31/2014</u>	Component Unit Liabilities <u>12/31/2013</u>
Due to the Authority:		
Short-term for operations	\$ <u>19,596</u>	\$ <u>18,338</u>
Long-term:		
Interest on note	\$ 390,107	\$ 382,607
Land lease	780,000	762,000
Long-term for operations	<u>517,415</u>	<u>509,624</u>
	<u>\$ 1,687,522</u>	<u>\$ 1,654,231</u>
Due to Boston Capital - long-term		<u>\$ 26,503</u>

The Authority's Housing Choice Voucher Enterprise Fund loaned \$1 million to DeAnza Gardens L.P. The note bears simple interest at the rate 3% per annum, payments are due commencing on October 1, 2008, but are payable only to the extent of the previous years' excess/distributable cash, and is due June 2043. Interest of \$30,000 was expensed during the fiscal year ended December 31, 2013. No interest has been paid to the Authority. The Authority's Housing Choice Voucher Enterprise Fund reported \$390,107 due from related parties and revenue of \$30,000. See Note 5.

DeAnza Gardens was built on land owned by the Authority's Public Housing Program Enterprise Fund. Based on an agreement between DeAnza Gardens L.P. and the Authority, the land is leased for \$72,000 per year, payable from excess/distributable cash. Unpaid lease amounts are carried

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 15 (continued)

forward without interest. The Authority's Public Housing Program Enterprise Fund reported \$780,000 due from related party for this lease, with \$72,000 reported in the current fiscal year as fees charged to a related party (nonoperating revenue).

During the fiscal year ended December 31, 2013, DeAnza Gardens L.P. paid management fees to the Authority in the amount of \$12,960. Nonoperating revenue of \$12,960 is reported in the Authority's Statement of Revenues, Expenses, and Changes in Fund Net Position for the year ended March 31, 2014. Some of the DeAnza Gardens tenants (7 as of December 2013) are also clients of the Authority's Housing Choice Voucher or Shelter Plus Care Program. The rent for these tenants is subsidized by HUD through the Authority. During the twelve months ended March 31, 2014, the Authority's Housing Choice Voucher Program paid \$59,977 in HAP payments, while the Shelter Plus Care Program paid \$7,381 in HAP payments to DeAnza Gardens L.P.

Intrafund accounting issues:

The intrafund amounts which have been eliminated when reporting these entities in the Statement of Net Position and Statement of Revenues, Expenses, and Changes in Fund Net Position are:

- \$1,000,000 long-term note held by DeAnza Corp from DeAnza L.P.
- \$714,280 of interest on the long-term note held by DeAnza Corp from DeAnza L.P.
- \$182,396 receivable recognized by DeAnza Corp from DeAnza L.P.
- \$6,000 receivable recognized by DeAnza L.P from DeAnza Corp.
- \$557 deficit investment in partnership reported by DeAnza Corp is offset by net position in DeAnza L.P.
- \$50,684 managements fees reported as revenue to DeAnza Corp and expenses of DeAnza L.P.
- \$68,000 interest revenue on the long-term debt is recognized by DeAnza Corp and expensed by DeAnza L.P.

Cash and investments:

	<u>Unrestricted</u>	<u>Restricted</u>
Demand deposits (FDIC insured up to \$250,000)	\$ 40,627	\$ 22,197
Cash held by investment companies	-	9,066
Investments	-	992,870
Held by mortgagor	-	441,000
Cash on hand	500	-
	<u>\$ 41,127</u>	<u>\$ 1,465,133</u>

The demand deposits are with WestAmerica bank. The total on deposit did not exceed the amount covered by FDIC as of December 31, 2013. FDIC coverage is \$250,000 for 2013. Cash and investments of \$1,001,936 are held by Cantella & Co., Inc. The investments consist of five marketable certificates of deposit with face values ranging from \$108,000 to \$240,000.

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NOTES TO THE BASIC FINANCIAL STATEMENTS
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(Continued)

Note 15 (continued)

Restricted cash consists of replacement and operating reserves required by the lender and reported as restricted net assets totaling \$1,442,936. Cash has also been restricted for security deposits in the amount of \$22,197. The excess of the security deposit liability of \$156,666, over the cash balance represents cash held as an investment in the operating reserve account.

Capital assets:

DeAnza Gardens was completed and placed into service during the fiscal year ended December 31, 2004. DeAnza Gardens L.P.'s property and equipment are summarized as follows:

	<u>12/31/2013</u>	<u>12/31/2012</u>
Building and improvements	\$ 29,446,662	\$ 29,446,662
Land improvements	1,150,712	1,150,712
Off-site improvements	208,448	208,448
On-site improvements	4,028,709	4,028,709
Furniture and fixtures	<u>488,321</u>	<u>477,933</u>
	35,322,852	35,312,464
Less accumulated depreciation	<u>(9,640,774)</u>	<u>(8,629,577)</u>
	<u>\$ 25,682,078</u>	<u>\$ 26,682,887</u>

Property and equipment are being depreciated on the straight-line method over the estimated useful life of the assets. The useful lives of the assets are estimated to be forty years for buildings and off-site improvements, fifteen years for on-site improvements and seven years for furniture and fixtures.

Long-term debt:

Permanent financing was obtained for the costs of the DeAnza Gardens' construction during 2005. The note is held by California Community Reinvestment Corporation. The original amount of the loan was \$10,115,373. This loan requires monthly payments of \$64,603, beginning November 1, 2005, earns interest at a rate of 6.6% per annum, and is due in full October 2023. Activity on the loan is as follows:

<u>Balance</u>		<u>Balance</u>	<u>S/T</u>	<u>L/T</u>	<u>Interest</u>
<u>12/31/2012</u>	<u>Payments</u>	<u>12/31/2013</u>	<u>Portion</u>	<u>Portion</u>	<u>Payable</u>
\$ 9,132,587	\$ (177,796)	\$ 8,954,791	\$ 189,982	\$ 8,764,809	\$ 49,251

Interest expense for the fiscal year ended December 31, 2013 \$ 596,458

Deficit Unrestricted Net Position

While DeAnza Gardens has a positive net position in total, its unrestricted net position is in deficit as of December 31, 2013. The majority of the entity's assets are either invested in capital assets or restricted, leaving the unrestricted net position in deficit by \$2,667,290. This deficit is an increase over the prior year's deficit of \$2,537,832.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 16 - CONTINGENT LIABILITIES

A. Grants

The 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 amounts, if any, to materially affect the financial statements.

B. Line of Credit

On October 24, 2013, the Authority renewed an agreement with WestAmerica Bank for a \$1 million line of credit. The interest rate is variable, but will not exceed the amount allowed by law. The initial rate for this line of credit was 4.25%. It is the Authority's intention to use this line of credit to cover any shortage in cash flow, if any, that may arise over the term of the loan.

C. Litigation

The Authority is involved in various matters of litigation. It is the Authority's opinion that these matters of litigation will not have a material effect, if any, on the financial position of the Authority.

Note 17 - ECONOMIC DEPENDENCE

The Authority receives a significant portion of its revenue from the U.S. Department of Housing and Urban Development. See the Schedule of Expenditures of Federal Awards, shown as supplemental information, for the HUD programs that the Authority administers. These programs are currently on-going. However, they are dependent on the Federal budgeting processes, and therefore, funding will vary from year to year.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
MARCH 31, 2014

(Continued)

Note 18 - RISK MANAGEMENT

Workers Compensation Insurance: The Authority participates in a joint venture under a joint powers agreement (JPA) with the California Housing Workers' Compensation Authority (CHWCA). CHWCA was formed to provide workers' compensation insurance coverage for member housing authorities. At December 31, 2013, there were thirty-three members. The relationship between the Authority and CHWCA is such that CHWCA is not a component unit of the Authority for financial reporting purposes.

Condensed CHWCA audited financial information for the year ended December 31, 2012 and 2013 are as follows:

	<u>December 31, 2013</u>	<u>December 31, 2012</u>
Total assets	\$ 23,971,319	\$ 23,541,211
Total liabilities	<u>(16,767,281)</u>	<u>(16,612,551)</u>
Net position	<u>\$ 7,204,038</u>	<u>\$ 6,928,660</u>
 Total revenues	 \$ 4,347,888	 \$ 4,386,310
Total expenses	<u>(4,072,510)</u>	<u>(6,513,868)</u>
Net change in net position	<u>\$ 275,378</u>	<u>\$ (2,127,558)</u>

CHWCA had no long-term debt outstanding at December 31, 2013. The Authority's share of year end assets, liabilities, or retained earnings has not been calculated. The Authority's annual premium is based on covered payroll. Premiums paid for the calendar year ended December 31, 2013 were \$192,753. CHWCA issues a separate comprehensive annual financial report. Copies of this report may be obtained by contacting Bickmore Risk Services, 6371 Auburn Boulevard, Suite B, Citrus Heights, California, 95621.

Property and Liability Insurance: The Authority carries insurance for its various operations with the Housing Authority Insurance Services (HAI), the Housing Authority Risk Retention Group (HARRG), and Employment Risk Management Authority (ERMA). The property insurance limits vary by property covered, with a deductible of \$25,000 per occurrence. The commercial liability limit of coverage is \$5,000,000 aggregate for the policy year. The deductible is \$25,000 per occurrence. The liability insurance covers bodily injury and property damage liability (\$5 million limit), mold liability (\$250,000 limit), and employee benefits administration liability (\$1 million limit, with a deductible of \$1,000 per employee). The automobile insurance limits are \$4 million for liability, \$1 million for non-owned hired autos, and \$1 million for uninsured motorists. Employment liability insurance coverage through ERMA is \$1 million with a \$50,000 deductible per occurrence. Premiums paid for this coverage were approximately \$290,000 for the policy year beginning June 1, 2013.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
REQUIRED SUPPLEMENTARY INFORMATION
AS OF MARCH 31, 2014**

Schedule of Funding Progress for OPEB

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability</u>	<u>Unfunded Actuarial Accrued Liability</u>	<u>Funded Status</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
3/31/2008	\$ -	\$ 16,457,000	\$ 16,457,000	0%	\$ 5,279,413	311.72%
3/31/2009	\$ -	\$ 8,236,801	\$ 8,236,801	0%	\$ 5,345,205	154.10%
3/31/2010	\$ -	\$ 8,236,801	\$ 8,236,801	0%	\$ 5,133,982	160.44%
3/31/2011	\$ -	\$ 4,931,685	\$ 4,931,685	0%	\$ 5,832,771	84.55%
3/31/2012	\$ -	\$ 5,105,240	\$ 5,105,240	0%	\$ 5,057,120	100.95%
3/31/2013	\$ -	\$ 5,224,097	\$ 5,224,097	0%	\$ 5,352,272	97.61%
3/31/2014	\$ -	\$ 5,365,137	\$ 5,365,137	0%	\$ 5,768,742	93.00%

SUPPLEMENTARY INFORMATION

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED MARCH 31, 2014**

<u>Federal Grantor</u>	<u>CFDA Number</u>	<u>Expenditures</u>
Department of Housing and <u>Urban Development (HUD):</u>		
Direct Programs:		
Shelter Plus Care	14.238	\$ 3,010,695
Public and Indian Housing	14.850	4,702,719
Lower Income Housing Assistance Program		
Section 8 Moderate Rehabilitation	14.856	239,478
Housing Choice Voucher Program	14.871	78,500,134 *
Public Housing - Capital Fund Program	14.872	<u>1,550,550</u>
Subtotal federal expenditures, Dept of HUD		<u>88,003,576</u>
Total expenditures of federal awards		<u><u>\$ 88,003,576</u></u>

* Major program.

The accompanying Independent Auditors' Report and notes are an integral part of this schedule.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED MARCH 31, 2014

1. The schedule of expenditures of federal awards includes the federal grant activity of the Housing Authority of the County of Contra Costa, California, and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organization*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

2. Expenditures are reported as follows:

Shelter Plus Care Program - expenditures reported agree with the HUD grants earned for the year.

Public and Indian Housing Program - expenditures reported consist only of the operating subsidy amount received from HUD for the fiscal year ended March 31, 2014.

Moderate Rehabilitation Program - expenditures reported consist of operating expenses to the extent that federal grants were received towards these expenditures and/or that prior year funding is available for expenditure. These amounts differed from the actual annual contributions received from HUD.

Housing Choice Voucher Program - expenditures reported consist of operating expenses, including capital transactions and omitting depreciation, to the extent that federal grants were received towards these expenditures and/or that prior year funding was available for expenditure. These amounts differed from the actual annual contributions received from HUD. The expenditures were determined as follows:

	<u>HAP</u>	<u>Admin</u>	<u>Total</u>
Operating expenses	\$ 73,469,920	\$ 6,023,381	\$ 79,493,301
Adjustments:			
Depreciation	-	(192,150)	(192,150)
HAP reimbursed by			
other housing authorities	(875,752)	-	(875,752)
Capital additions	-	2,561	2,561
Debt retired	-	72,174	72,174
Total Expenditures of Federal Funds	<u>\$ 72,594,168</u>	<u>\$ 5,905,966</u>	<u>\$ 78,500,134</u>
Federal grants received	<u>\$ 70,119,221</u>	<u>\$ 5,392,265</u>	<u>\$ 75,511,486</u>

Public Housing Capital Fund Program - expenditures reported agree with the revenue and actual expenditures (expenses, plus capital expenditures, less depreciation expense) for the current fiscal year.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
FINANCIAL DATA SCHEDULE (CA011)
BALANCE SHEET
AS OF MARCH 31, 2014

	Public Housing (including Capital Fund)	Housing Choice Voucher	Discretely Presented Component Unit De Anza	Blended Component Unit Casa Del Rio	Rental Rehab Loan
CFDA number	14.850/14.872	14.871			
111 Cash - Unrestricted	\$ 337,028	\$ 1,377,173	\$ 41,127	\$ 110,946	\$ 67,347
113 Cash - Other Restricted		\$ 33,410	\$ 1,442,936	\$ 459,703	
114 Cash - Tenant Security Deposits	\$ 320,962		\$ 22,197	\$ 35,651	
100 Total Cash	\$ 657,990	\$ 1,410,583	\$ 1,506,260	\$ 606,300	\$ 67,347
121 Accounts Receivable - PHA Projects					
122 Accounts Receivable - HUD Other Projects	\$ 121,330				
124 Accounts Receivable - Other Government					
125 Accounts Receivable - Miscellaneous	\$ 10,139		\$ 30,008		
126 Accounts Receivable - Tenants	\$ 118,341		\$ 24,006	\$ 17,973	
126.1 Allowance for Doubtful Accounts -Tenants	\$ (46,184)		\$ (6,160)	\$ (7,576)	
126.2 Allowance for Doubtful Accounts - Other			\$ (7,131)		\$ (49,636)
127 Notes, Loans, & Mortgages Receivable - Current					\$ 42,093
129 Accrued Interest Receivable	\$ 3,041	\$ 5,616	\$ 978		\$ 7,563
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$ 206,667	\$ 5,616	\$ 41,701	\$ 10,397	\$ 20
131 Investments - Unrestricted	\$ 1,299,506	\$ 1,143,052		\$ 107,320	\$ 147,309
132 Investments - Restricted		\$ 2,989,129			
142 Prepaid Expenses and Other Assets	\$ 80,773	\$ 2,224	\$ 22,146	\$ 37,489	
144 Inter Program Due From					
150 Total Current Assets	\$ 2,244,936	\$ 5,550,604	\$ 1,570,107	\$ 761,506	\$ 214,676
161 Land	\$ 1,026,405	\$ 330,791	\$ 1,150,712	\$ 468,797	
162 Buildings	\$ 86,781,987	\$ 3,168,053	\$ 29,655,110	\$ 6,405,729	
164 Furniture, Equipment & Machinery - Administration	\$ 1,318,437	\$ 621,020	\$ 488,321	\$ 178,405	
166 Accumulated Depreciation	\$ (80,399,900)	\$ (1,577,422)	\$ (9,640,774)	\$ (3,457,266)	
167 Construction in Progress	\$ 798,102				
168 Infrastructure			\$ 4,028,709		
160 Total Capital Assets, Net of Accumulated Depreciation	\$ 9,525,031	\$ 2,542,442	\$ 25,682,078	\$ 3,595,665	\$ -
171 Notes, Loans and Mortgages Receivable - Non-Current		\$ 1,000,000		\$ 185,000	\$ 11,937
174 Other Assets	\$ 806,038	\$ 390,107	\$ 119,553	\$ 34,250	\$ 3,364
180 Total Non-Current Assets	\$ 10,331,069	\$ 3,932,549	\$ 25,801,631	\$ 3,814,915	\$ 15,301
190 Total Assets	\$ 12,576,005	\$ 9,483,153	\$ 27,371,738	\$ 4,576,421	\$ 229,977
200 Deferred Outflow of Resources	\$ -	\$ -	\$ -	\$ -	\$ -
290 Total Assets and Deferred Outflow of Resources	\$ 12,576,005	\$ 9,483,153	\$ 27,371,738	\$ 4,576,421	\$ 229,977

Other State and Local	Community Development Block Grants	Shelter Plus Care	Section 8 Moderate Rehab	Central Office Cost Center	Subtotal	Eliminations	Total
	14.218	14.238	14.856				
\$ 648	\$ 31,897	\$ 107,653	\$ 71,539	\$ 396,906	\$ 2,542,264		\$ 2,542,264
					\$ 1,936,049		\$ 1,936,049
					\$ 378,810		\$ 378,810
\$ 648	\$ 31,897	\$ 107,653	\$ 71,539	\$ 396,906	\$ 4,857,123	\$ -	\$ 4,857,123
		\$ 15,453		\$ 31,188	\$ 167,971		\$ 167,971
					\$ -		\$ -
\$ 19,596					\$ 59,743		\$ 59,743
					\$ 160,320		\$ 160,320
					\$ (59,920)		\$ (59,920)
					\$ (56,767)		\$ (56,767)
\$ 10,990					\$ 53,083		\$ 53,083
\$ 2,918					\$ 20,116		\$ 20,116
\$ 33,504	\$ -	\$ 15,453	\$ -	\$ 31,188	\$ 344,546	\$ -	\$ 344,546
\$ 1,478,821				\$ 159,159	\$ 4,335,167		\$ 4,335,167
					\$ 2,989,129		\$ 2,989,129
\$ 45,131	\$ 1,500		\$ 975	\$ 72,503	\$ 262,741		\$ 262,741
				\$ 84,744	\$ 84,744	\$ (84,744)	\$ -
\$ 1,558,104	\$ 33,397	\$ 123,106	\$ 72,514	\$ 744,500	\$ 12,873,450	\$ (84,744)	\$ 12,788,706
					\$ 2,976,705		\$ 2,976,705
\$ 74,415					\$ 126,085,294		\$ 126,085,294
\$ 699	\$ 3,937	\$ 2,412	\$ 168,779	\$ 142,387	\$ 2,924,397		\$ 2,924,397
\$ (75,114)	\$ (3,467)	\$ (2,142)	\$ (168,779)	\$ (121,291)	\$ (95,446,155)		\$ (95,446,155)
					\$ 798,102		\$ 798,102
					\$ 4,028,709		\$ 4,028,709
\$ -	\$ 470	\$ 270	\$ -	\$ 21,096	\$ 41,367,052	\$ -	\$ 41,367,052
	\$ 420,444				\$ 1,617,381	\$ (185,000)	\$ 1,432,381
\$ 813,082	\$ 100,588				\$ 2,266,982	\$ (290,799)	\$ 1,976,183
\$ 813,082	\$ 521,502	\$ 270	\$ -	\$ 21,096	\$ 45,251,415	\$ (475,799)	\$ 44,775,616
\$ 2,371,186	\$ 554,899	\$ 123,376	\$ 72,514	\$ 765,596	\$ 58,124,865	\$ (560,543)	\$ 57,564,322
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 2,371,186	\$ 554,899	\$ 123,376	\$ 72,514	\$ 765,596	\$ 58,124,865	\$ (560,543)	\$ 57,564,322

The accompanying Independent Auditors' Report and Notes are an integral part of this schedule.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
FINANCIAL DATA SCHEDULE (CA011)
BALANCE SHEET
AS OF MARCH 31, 2014
(continued)

	Public Housing (including Capital Fund)	Housing Choice Voucher	Discretely Presented Component Unit De Anza	Blended Component Unit Casa Del Rio	Rental Rehab Loan
CFDA number	14.850/14.872	14.871			
312 Accounts Payable <= 90 Days	\$ 147,174	\$ 180,856	\$ 51,710	\$ 11,525	\$ 13
321 Accrued Wage/Payroll Taxes Payable	\$ 75,182	\$ 73,855			\$ 11
322 Accrued Compensated Absences - Current Portion	\$ 108,037	\$ 96,661			
325 Accrued Interest Payable			\$ 49,251		
331 Accounts Payable - HUD PHA Programs		\$ 29,620			
332 Account Payable - PHA Projects					
333 Accounts Payable - Other Government	\$ 67,559				
341 Tenant Security Deposits	\$ 320,962		\$ 156,666	\$ 35,652	
342 Unearned Revenue	\$ 12,881	\$ 12,093	\$ 6,565	\$ 50	\$ 214,652
343 Current Portion of Long-term Debt - Capital Projects	\$ 153,854	\$ 76,135	\$ 189,982	\$ 22,843	
344 Current Portion of Long-term Debt - Operating Borrowings					
345 Other Current Liabilities	\$ 25,000				
346 Accrued Liabilities - Other	\$ 124,075		\$ 18,339		
347 Inter Program - Due To	\$ 84,744				
348 Loan Liability - Current					
310 Total Current Liabilities	\$ 1,119,468	\$ 469,220	\$ 472,513	\$ 70,070	\$ 214,676
351 Long-term Debt, Net of Current - Capital Projects	\$ 242,265	\$ 2,388,350	\$ 8,764,809	\$ 2,985,731	
352 Long-term Debt, Net of Current - Operating Borrowings			\$ 1,000,000		
353 Non-current Liabilities - Other		\$ 447,067	\$ 1,680,734	\$ 1,858,328	
354 Accrued Compensated Absences - Non Current	\$ 25,231	\$ 18,677			
355 Loan Liability - Non Current					\$ 15,301
357 Accrued Pension and OPEB Liabilities	\$ 1,101,801	\$ 809,536			
350 Total Non-Current Liabilities	\$ 1,369,297	\$ 3,663,630	\$ 11,445,543	\$ 4,844,059	\$ 15,301
300 Total Liabilities	\$ 2,488,765	\$ 4,132,850	\$ 11,918,056	\$ 4,914,129	\$ 229,977
400 Deferred Inflow of Resources	\$ -	\$ -	\$ -	\$ -	\$ -
508.4 Net Investment in Capital Assets	\$ 9,128,912	\$ 77,957	\$ 16,678,036	\$ (980,438)	
511.4 Restricted Net Position		\$ 2,692,898	\$ 1,442,936	\$ 459,702	
512.4 Unrestricted Net Position	\$ 958,328	\$ 2,579,448	\$ (2,667,290)	\$ 183,028	
513 Total Equity - Net Assets / Position	\$ 10,087,240	\$ 5,350,303	\$ 15,453,682	\$ (337,708)	\$ -
600 Total Liab., Def. Inflow of Res., and Equity - Net Assets / Position	\$ 12,576,005	\$ 9,483,153	\$ 27,371,738	\$ 4,576,421	\$ 229,977

Other State and Local	Community Development Block Grants	Shelter Plus Care	Section 8 Moderate Rehab	Central Office Cost Center	Subtotal	Eliminations	Total
	14,218	14,238	14,856				
\$ 39	\$ 426	\$ 212	\$ 277	\$ 22,127	\$ 414,359		\$ 414,359
\$ 7,228	\$ 1,145	\$ 3,528		\$ 55,354	\$ 216,303		\$ 216,303
	\$ 1,991	\$ 2,792	\$ 1,740	\$ 96,226	\$ 307,447		\$ 307,447
					\$ 49,251		\$ 49,251
			\$ 17,576		\$ 47,196		\$ 47,196
					\$ -		\$ -
	\$ 8,493	\$ 77,477			\$ 153,529		\$ 153,529
					\$ 513,280		\$ 513,280
					\$ 246,241		\$ 246,241
					\$ 442,814		\$ 442,814
					\$ -		\$ -
					\$ 25,000		\$ 25,000
					\$ 142,414		\$ 142,414
					\$ 84,744	\$ (84,744)	\$ -
					\$ -		\$ -
\$ 7,267	\$ 12,055	\$ 84,009	\$ 19,593	\$ 173,707	\$ 2,642,578	\$ (84,744)	\$ 2,557,834
					\$ 14,381,155		\$ 14,381,155
\$ 185,000					\$ 1,185,000	\$ (185,000)	\$ 1,000,000
					\$ 3,986,129	\$ (290,799)	\$ 3,695,330
	\$ 315	\$ 506	\$ 204	\$ 15,228	\$ 60,161		\$ 60,161
	\$ 521,031				\$ 536,332		\$ 536,332
\$ 36,201	\$ 20,606	\$ 32,099	\$ 1,979	\$ 273,605	\$ 2,275,827		\$ 2,275,827
\$ 221,201	\$ 541,952	\$ 32,605	\$ 2,183	\$ 288,833	\$ 22,424,604	\$ (475,799)	\$ 21,948,805
\$ 228,468	\$ 554,007	\$ 116,614	\$ 21,776	\$ 462,540	\$ 25,067,182	\$ (560,543)	\$ 24,506,639
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
	\$ 470	\$ 270		\$ 21,096	\$ 24,926,303		\$ 24,926,303
					\$ 4,595,536		\$ 4,595,536
\$ 2,142,718	\$ 422	\$ 6,492	\$ 50,738	\$ 281,960	\$ 3,535,844		\$ 3,535,844
\$ 2,142,718	\$ 892	\$ 6,762	\$ 50,738	\$ 303,056	\$ 33,057,683	\$ -	\$ 33,057,683
\$ 2,371,186	\$ 554,899	\$ 123,376	\$ 72,514	\$ 765,596	\$ 58,124,865	\$ (560,543)	\$ 57,564,322

The accompanying Independent Auditors' Report and Notes are an integral part of this schedule.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
FINANCIAL DATA SCHEDULE (CA011)
PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED MARCH 31, 2014

	Public Housing (including Capital Fund)	Housing Choice Vouchers	Discretely Presented Component Unit De Anza	Blended Component Unit Casa Del Rio	Rental Rehab Loan
CFDA number	14.850/14.872	14.871			
70300 Net Tenant Rental Revenue	\$ 3,139,728		\$ 1,858,414	\$ 517,830	
70400 Tenant Revenue - Other	\$ 68,753		\$ 157,587	\$ 5,780	
70500 Total Tenant Revenue	\$ 3,208,481	\$ -	\$ 2,016,001	\$ 523,610	\$ -
70600 HUD PHA Operating Grants	\$ 5,498,341	\$ 75,511,486			
70610 Capital Grants	\$ 754,928				
70710 Management Fee					
70720 Asset Management Fee					
70730 Book Keeping Fee					
70700 Total Fee Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
71100 Investment Income - Unrestricted	\$ 2,078	\$ 16,306			\$ 1,524
71200 Mortgage Interest Income					\$ 3,806
71500 Other Revenue	\$ 243,832	\$ 1,083,273		\$ 9,511	\$ 77,371
71600 Gain or Loss on Sale of Capital Assets				\$ (6,427)	
72000 Investment Income - Restricted		\$ 870		\$ 1,210	
70000 Total Revenue	\$ 9,707,660	\$ 76,611,935	\$ 2,016,001	\$ 527,904	\$ 82,701
91100 Administrative Salaries	\$ 868,181	\$ 1,946,771	\$ 150,874	\$ 50,063	\$ 3,643
91200 Auditing Fees	\$ 20,394	\$ 14,141	\$ 11,359	\$ 9,250	
91300 Management Fee	\$ 1,043,628	\$ 905,388		\$ 52,452	
91310 Book-keeping Fee	\$ 94,047	\$ 565,867			
91500 Employee Benefit contributions - Administrative	\$ 485,038	\$ 910,378	\$ 53,301	\$ 14,615	\$ 273
91600 Office Expenses	\$ 305,795	\$ 650,957	\$ 177,263	\$ 44,040	\$ 25
91700 Legal Expense	\$ 147,821	\$ 131,886	\$ 20,798		
91800 Travel	\$ 2,990	\$ 152	\$ 3,124		
91900 Other	\$ 15,787	\$ 30,010			
91000 Total Operating - Administrative	\$ 2,983,681	\$ 5,155,550	\$ 416,719	\$ 170,420	\$ 3,941
92000 Asset Management Fee	\$ 141,240				
92100 Tenant Services - Salaries	\$ 126,593	\$ 71,035			
92200 Relocation Costs	\$ 5,834				
92300 Employee Benefit Contributions - Tenant Services	\$ 21,721	\$ 40,457			
92400 Tenant Services - Other	\$ 46,485				
92500 Total Tenant Services	\$ 200,633	\$ 111,492	\$ -	\$ -	\$ -
93100 Water	\$ 582,123	\$ 5,856	\$ 126,401	\$ 11,700	
93200 Electricity	\$ 470,338	\$ 27,722	\$ 17,092	\$ 31,156	
93300 Gas	\$ 124,608	\$ 2,072	\$ 6,612	\$ 2,687	
93600 Sewer	\$ 454,638	\$ 2,447	\$ 72,424	\$ 33,022	
93800 Other Utilities Expense			\$ 20,852		
93000 Total Utilities	\$ 1,631,707	\$ 38,097	\$ 243,381	\$ 78,565	\$ -
94100 Ordinary Maintenance and Operations - Labor	\$ 1,001,752	\$ 701	\$ 71,681	\$ 38,215	
94200 Ordinary Maintenance and Operations - Materials and Other	\$ 487,046	\$ 10,575	\$ 94,926	\$ 20,041	
94300 Ordinary Maintenance and Operations Contracts	\$ 1,047,360	\$ 48,003	\$ 164,059	\$ 49,378	
94500 Employee Benefit Contributions - Ordinary Maintenance	\$ 603,133	\$ 55	\$ 23,844		
94000 Total Maintenance	\$ 3,139,291	\$ 59,334	\$ 354,510	\$ 107,634	\$ -

Other State and Local	Community Development Block Grants	Shelter Plus Care	Section 8 Moderate Rehab	Central Office Cost Center	Subtotal	Eliminations	Total
	14,218	14,238	14,856				
					\$ 5,515,972	\$ (12,267)	\$ 5,503,705
					\$ 232,120		\$ 232,120
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,748,092	\$ (12,267)	\$ 5,735,825
		\$ 3,010,695	\$ 180,904		\$ 84,201,426		\$ 84,201,426
					\$ 754,928		\$ 754,928
				\$ 1,949,016	\$ 1,949,016	\$ (1,949,016)	\$ -
				\$ 141,240	\$ 141,240	\$ (141,240)	\$ -
				\$ 659,914	\$ 659,914	\$ (659,914)	\$ -
\$ -	\$ -	\$ -	\$ -	\$ 2,750,170	\$ 2,750,170	\$ (2,750,170)	\$ -
			\$ 56		\$ 19,964		\$ 19,964
	\$ 31,346				\$ 35,152		\$ 35,152
\$ 58,996	\$ 13,337			\$ 16,901	\$ 1,503,221	\$ (52,452)	\$ 1,450,769
					\$ (6,427)		\$ (6,427)
					\$ 2,080		\$ 2,080
\$ 58,996	\$ 44,683	\$ 3,010,695	\$ 180,960	\$ 2,767,071	\$ 95,008,606	\$ (2,814,889)	\$ 92,193,717
	\$ 28,280	\$ 35,922	\$ 49,297	\$ 1,325,733	\$ 4,458,764		\$ 4,458,764
	\$ 466		\$ 1,000	\$ 2,000	\$ 58,610		\$ 58,610
					\$ 2,001,468	\$ (2,001,468)	\$ -
					\$ 659,914	\$ (659,914)	\$ -
\$ 46,630	\$ 56,282	\$ 37,949	\$ 34,419	\$ 830,521	\$ 2,469,406		\$ 2,469,406
\$ 302	\$ 5,536	\$ 18,061	\$ 2,947	\$ 285,856	\$ 1,490,782		\$ 1,490,782
	\$ 835		\$ 521	\$ 54,593	\$ 356,454		\$ 356,454
	\$ 22	\$ 36	\$ 12	\$ 1,020	\$ 7,356		\$ 7,356
	\$ 554		\$ 360	\$ 26,797	\$ 73,508		\$ 73,508
\$ 46,932	\$ 91,975	\$ 91,968	\$ 88,556	\$ 2,526,520	\$ 11,576,262	\$ (2,661,382)	\$ 8,914,880
					\$ 141,240	\$ (141,240)	\$ -
					\$ 197,628		\$ 197,628
					\$ 5,834		\$ 5,834
					\$ 62,178		\$ 62,178
\$ 500		\$ 98,501			\$ 145,486		\$ 145,486
\$ 500	\$ -	\$ 98,501	\$ -	\$ -	\$ 411,126		\$ 411,126
					\$ 726,080		\$ 726,080
	\$ 457		\$ 297	\$ 22,108	\$ 569,170		\$ 569,170
	\$ 64		\$ 42	\$ 3,104	\$ 139,189		\$ 139,189
					\$ 562,531		\$ 562,531
					\$ 20,852		\$ 20,852
\$ -	\$ 521	\$ -	\$ 339	\$ 25,212	\$ 2,017,822	\$ -	\$ 2,017,822
					\$ 1,112,349		\$ 1,112,349
\$ 3,874	\$ 353		\$ 229	\$ 20,231	\$ 637,275		\$ 637,275
	\$ 244		\$ 167	\$ 11,805	\$ 1,321,016		\$ 1,321,016
					\$ 627,032		\$ 627,032
\$ 3,874	\$ 597	\$ -	\$ 396	\$ 32,036	\$ 3,697,672	\$ -	\$ 3,697,672

The accompanying Independent Auditors' Report and Notes are an integral part of this statement.

HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
FINANCIAL DATA SCHEDULE (CA011)
PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED MARCH 31, 2014
(continued)

	Public Housing (including Capital Fund)	Housing Choice Vouchers	Discretely Presented Component Unit De Anza	Blended Component Unit Casa Del Rio	Rental Rehab Loan
CFDA number	14.850/14.872	14.871			
95100 Protective Services - Labor	\$ 578,404		\$ 65,032		
95300 Protective Services - Other	\$ 54,411	\$ 14,601	\$ 8,165	\$ 4,800	
95000 Total Protective Services	\$ 632,815	\$ 14,601	\$ 73,197	\$ 4,800	\$ -
96110 Property Insurance	\$ 190,607	\$ 8,732	\$ 54,596	\$ 38,045	
96120 Liability Insurance	\$ 1,895	\$ 58			
96130 Workmen's Compensation	\$ 107,743	\$ 33,708	\$ 8,773		
96100 Total insurance Premiums	\$ 300,245	\$ 42,498	\$ 63,369	\$ 38,045	\$ -
96200 Other General Expenses	\$ 8,689	\$ 144,847	\$ 72,000		
96210 Compensated Absences	\$ 187,563	\$ 131,499			
96300 Payments in Lieu of Taxes	\$ 88,870		\$ 18,293	\$ 2,254	
96400 Bad debt - Tenant Rents	\$ 124,337		\$ 7,884	\$ 5,700	
96000 Total Other General Expenses	\$ 409,459	\$ 276,346	\$ 98,177	\$ 7,954	\$ -
96710 Interest of Mortgage (or Bonds) Payable	\$ 20,601	\$ 133,311	\$ 626,458	\$ 109,483	
96730 Amortization of Bond Issue Costs			\$ 30,063	\$ 3,140	
96700 Total Interest Expense and Amortization Cost	\$ 20,601	\$ 133,311	\$ 656,521	\$ 112,623	\$ -
96900 Total Operating Expenses	\$ 9,459,672	\$ 5,831,229	\$ 1,905,874	\$ 520,041	\$ 3,941
97000 Excess of Operating Revenue over Operating Expenses	\$ 247,988	\$ 70,780,706	\$ 110,127	\$ 7,863	\$ 78,760
97200 Casualty Losses - Non-capitalized	\$ 25,000				
97300 Housing Assistance Payments		\$ 72,594,168			
97350 HAP Portability-In		\$ 875,751			
97400 Depreciation Expense	\$ 1,989,691	\$ 192,150	\$ 1,011,197	\$ 200,967	
90000 Total Expenses	\$ 11,474,363	\$ 79,493,298	\$ 2,917,071	\$ 721,008	\$ 3,941
10010 Operating Transfer In					
10020 Operating transfer Out					\$ (78,760)
10091 Inter Project Excess Cash Transfer In	\$ 758,449				
10092 Inter Project Excess Cash Transfer Out	\$ (758,449)				
10100 Total Other financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ (78,760)
10000 Excess (Deficiency) of Total Rev Over (Under) Total Exp	\$ (1,766,703)	\$ (2,881,363)	\$ (901,070)	\$ (193,104)	\$ -
11020 Required Annual Debt Principal Payments	\$ 153,854	\$ 76,135	\$ 189,982	\$ 22,843	\$ -
11030 Beginning Equity	\$ 11,853,943	\$ 8,231,666	\$ 16,354,752	\$ -	\$ -
11040 Prior Period Adjustments, Equity Transfers, Correction of Errors			\$ -	\$ (144,604)	
11170 Administrative Fee Equity		\$ 2,657,405			
11180 Housing Assistance Payments Equity		\$ 2,692,898			
11190 Unit Months Available	13929	76632	2160	960	
11210 Number of Unit Months Leased	12539	75449	2140	946	
11270 Excess Cash	\$ 323,037				
11620 Building Purchases	\$ 754,928				

Other State and Local	Community Development Block Grants	Shelter Plus Care	Section 8 Moderate Rehab	Central Office Cost Center	Subtotal	Eliminations	Total
	14.218	14.238	14.856				
					\$ 643,436		\$ 643,436
	\$ 137		\$ 89	\$ 6,627	\$ 88,830		\$ 88,830
\$ -	\$ 137	\$ -	\$ 89	\$ 6,627	\$ 732,266	\$ -	\$ 732,266
	\$ 185		\$ 101	\$ 9,868	\$ 302,134		\$ 302,134
	\$ 1,589		\$ 830	\$ 77,908	\$ 82,280		\$ 82,280
	\$ 1,234	\$ 1,558	\$ 777	\$ 19,207	\$ 173,000		\$ 173,000
\$ -	\$ 3,008	\$ 1,558	\$ 1,708	\$ 106,983	\$ 557,414	\$ -	\$ 557,414
\$ 1,404	\$ 24,263		\$ 30	\$ 6,930	\$ 258,163		\$ 258,163
	\$ 2,961	\$ 5,289	\$ 4,627	\$ 143,161	\$ 475,100		\$ 475,100
					\$ 109,417		\$ 109,417
					\$ 137,921		\$ 137,921
\$ 1,404	\$ 27,224	\$ 5,289	\$ 4,657	\$ 150,091	\$ 980,601	\$ -	\$ 980,601
					\$ 889,853		\$ 889,853
					\$ 33,203		\$ 33,203
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 923,056	\$ -	\$ 923,056
\$ 52,710	\$ 123,462	\$ 197,316	\$ 95,745	\$ 2,847,469	\$ 21,037,459	\$ (2,802,622)	\$ 18,234,837
\$ 6,286	\$ (78,779)	\$ 2,813,379	\$ 85,215	\$ (80,398)	\$ 73,971,147	\$ (12,267)	\$ 73,958,880
					\$ 25,000		\$ 25,000
		\$ 2,812,801	\$ 143,733		\$ 75,550,702	\$ (12,267)	\$ 75,538,435
					\$ 875,751		\$ 875,751
\$ 117	\$ 950	\$ 579		\$ 35,289	\$ 3,430,940		\$ 3,430,940
\$ 52,827	\$ 124,412	\$ 3,010,696	\$ 239,478	\$ 2,882,758	\$ 100,919,852	\$ (2,814,889)	\$ 98,104,963
	\$ 78,760				\$ 78,760		\$ 78,760
					\$ (78,760)		\$ (78,760)
					\$ 758,449		\$ 758,449
					\$ (758,449)		\$ (758,449)
\$ -	\$ 78,760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 6,169	\$ (969)	\$ (1)	\$ (58,518)	\$ (115,687)	\$ (5,911,246)	\$ -	\$ (5,911,246)
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 442,814		\$ 442,814
\$ 1,991,945	\$ 1,861	\$ 6,763	\$ 109,256	\$ 418,743	\$ 38,968,929		\$ 38,968,929
\$ 144,604					\$ -		\$ -
					\$ 2,657,405		\$ 2,657,405
					\$ 2,692,898		\$ 2,692,898
		2892	336		96909		96909
		2892	295		94261		94261
					\$ 323,037		\$ 323,037
					\$ 754,928		\$ 754,928

The accompanying Independent Auditors' Report and Notes are an integral part of this statement.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
SCHEDULE OF RELEVANT STATISTICS
FOR THE YEAR ENDED MARCH 31, 2014**

Fiscal year ended March 31	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
Number of employees	90	99	89	99	90	107	111	103	103	104
Number of clients served:										
Public Housing	1,168	1,168	1,168	1,168	1,168	1,168	1,168	1,168	1,168	1,168
Housing Choice Voucher	6,287	6,359	6,400	6,359	6,234	6,400	6,394	6,206	6,206	6,097
Shelter plus Care	241	241	241	241	303	280	281	274	274	285
Section 8 Moderate Rehab	25	26	23	26	25	25	25	23	23	28
Section 8 Voucher	0	5	5	5	5	4	4	5	5	5
Component Units										
Casa Del Rio Senior Hsg	82	82	82	82	82	82	82	82	82	82
DeAnza Gardens	180	180	180	180	180	180	180	180	180	180
Total	7,983	8,061	8,099	8,061	7,997	8,139	8,134	7,938	7,938	7,845
Capital Asset Information:										
Total units	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430	1,430
Total buildings	636	636	636	636	636	636	636	636	636	374
Total vehicles	46	46	46	46	49	49	49	49	49	49
By project:	Unit	Bldg	Last change	Unit	Bldg					
11001 Martinez	50	28								
11002 Bay Point	-	1	2002	83	43					
11003 Antioch	36	19								
11004 Brentwood	44	24								
11005 Pittsburgh	171	57								
11006 Richmond	71	30								
11008 Oakley	30	16								
11009a Richmond	81	44								
11009b Richmond	56	28								
11010 Rodeo	248	63								
11011 Martinez	50	1								
11012 Oakley	40	13								
11013 Bay Point	50	14								
11015 Antioch	100	4								
45001 San Pablo	100	31								
45002 San Pablo	41	1								
Total PHA	1,168	374								
Component units:										
Casa Del Rio Senior Hsg	82	1								
DeAnza Gardens	180	22	2005	180	22					

The accompanying Independent Auditors' Report and notes are an integral part of this schedule.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATEMENT OF COMPLETED CAPITAL FUND PROGRAM PROJECT
ANNUAL CONTRIBUTIONS CONTRACT SF-182
MARCH 31, 2014**

CA39P01150111

Funds approved	\$ 1,725,012
Funds expended	<u>1,725,012</u>
Excess of funds approved	<u>\$ -</u>
Funds advanced	\$ 1,725,012
Funds expended	<u>1,725,012</u>
Excess of funds advanced	<u>\$ -</u>

The accompanying Independent Auditors' Report and notes are an integral part of this statement.

Harn & Dolan
Certified Public Accountants
2423 Stirrup Court
Walnut Creek, California 94596-6526
(925) 280-1693 Fax (925) 938-4829

**INDEPENDENT AUDITORS' 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
Housing Authority of the
County of Contra Costa
Martinez, California

We have audited, 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, the financial statements of the business-type activities and the major fund of the Housing Authority of the County of Contra Costa, California, as of and for the year ended March 31, 2014, and the related notes to the financial statements, which collectively comprise the Housing Authority of the County of Contra Costa, California's basic financial statements, and have issued our report thereon dated November 10, 2014. Our report includes a reference to other auditors who audited the financial statements of the blended component units and discretely presented component units, as described in our report on the Housing Authority of the County of Contra Costa, California's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Housing Authority of the County of Contra Costa, California's internal control over financial reporting (internal control) to determine the auditing 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 Housing Authority of the County of Contra Costa, California's internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of the County of Contra Costa, California'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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or 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 the 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Housing Authority of the County of Contra Costa, California's financial statements are free of 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*.

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 Authority'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 Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script, reading "Hain & Delan".

November 10, 2014

Harn & Dolan
Certified Public Accountants
2423 Stirrup Court
Walnut Creek, California 94596-6526
(925) 280-1693 Fax (925) 938-4829

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL
OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Board of Commissioners
Housing Authority of the
County of Contra Costa
Martinez, California

Report on Compliance for Each Major Federal Program

We have audited the Housing Authority of the County of Contra Costa, California's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 *Compliance Supplement* that could have a direct and material effect on each of the Housing Authority of the County of Contra Costa, California's major federal programs for the year ended March 31, 2014. The Housing Authority of the County of Contra Costa, California's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Housing Authority of the County of Contra Costa, California'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 OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 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 Housing Authority of the County of Contra Costa, California's compliance with those requirements and performing such other procedures as we consider 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 on the Housing Authority of the County of Contra Costa, California's compliance.

Opinion on Each Major Federal Program

In our opinion, the Housing Authority of the County of Contra Costa, California 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, 2014.

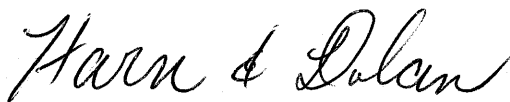
Report on Internal Control Over Compliance

Management of the Housing Authority of the County of Contra Costa, California 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, we considered the Housing Authority of the County of Contra Costa, California's internal control over compliance with the types of compliance 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 our opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, 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 Housing Authority of the County of Contra Costa, California'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 combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal programs 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 the 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 the 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 OMB Circular A-133. Accordingly, this report is not suitable for any other purposes.



November 10, 2014

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
STATUS OF PRIOR AUDIT FINDINGS
MARCH 31, 2014**

The audit report for the fiscal year ended March 31, 2013, contained no audit findings.

**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
MARCH 31, 2014**

Section I - Summary of Auditors' Results

Financial Statements

Type of auditors' report issued:	unqualified
Is a "going concern" explanatory paragraph included in the audit report?	no
Internal control over financial reporting:	
Significant deficiencies identified?	no
Any significant deficiency reported as a material weakness?	none reported
Noncompliance material to financial statements noted?	no

Federal Awards

Does the auditor's report include a statements that the auditee's financial statements include departments, agencies, or other organizational units expending \$500,000 or more in Federal awards that have separate A-133 audits which are not included in this audit?	no
Dollar threshold used to distinguish between Type A and Type B programs	\$ 2,640,107
Auditee qualified as low-risk auditee?	yes
Identification of major programs:	
Housing Choice Voucher Program	14.871
Type of auditors' report issued on compliance for major programs:	unqualified
Did the audit disclose any audit findings which the auditor is required to report under OMB A-133, paragraph 510(a)	no
Internal control over major programs:	
Significant deficiencies identified?	no
Any significant deficiency reported as a material weaknesses?	none reported
Are any known questioned costs reported?	no
Were prior audit findings related to direct funding shown in the Summary of Prior Audit Findings?	no

Section II - Financial Statement Findings

None

Section III - Federal Award Findings

None

To: Contra Costa County Housing Authority Board of Commissioners
 From: Joseph Villarreal, Housing Authority
 Date: January 13, 2015



Contra
Costa
County

Subject: Letter from Housing Authority Insurance Recognizing the Housing Authority's Low Loss Ratio for the Policy Years 2010-2012.

RECOMMENDATIONS

ACCEPT letter from Housing Authority Insurance Group congratulating the Housing Authority of the County of Contra Costa as a recipient of The Low Loss Ratio Award for the policy years 2010-2012.

BACKGROUND

For the Board's information only.

FISCAL IMPACT

As an award recipient the Housing Authority can be afforded lower insurance premiums for our General Liability, Property and Automobile coverages.

CONSEQUENCE OF NEGATIVE ACTION

None.

Action of Board On: **01/13/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF COMMISSIONERS

AYE: John Gioia, Commissioner
 Candace Andersen,
 Commissioner
 Mary N. Piepho,
 Commissioner
 Karen Mitchoff,
 Commissioner
 Federal D. Glover,
 Commissioner
 Aqueela Bowie,
 Commissioner

ABSENT: Fay Nathaniel,
 Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 13, 2015

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

CLERK'S ADDENDUM

ATTACHMENTS

Award Letter



189 Commerce Court
PO Box 189
Cheshire, CT 06410-0189

203-272-8220 or 800-873-0242
fax 203-271-2265
www.housingcenter.com

October 2, 2014

Joseph Villarreal
Executive Director
Contra Costa County Housing Authority
3133 Estudillo Street PO Box 2759
Martinez CA 94553

RE: Low Loss Ratio Award

Dear Mr. Villarreal:

Congratulations! On behalf of HAI Group, I would like to congratulate you as a recipient of ***The Low Loss Ratio Award*** for the 2010-2012 HARRG policy years. Enclosed is a certificate for the housing authority to post in recognition of this achievement.

The award is based upon three years of premium and loss data. Only members with an average loss ratio below 50% are recognized. Your efforts at risk management are producing positive results.

We encourage you to continue the hard work that brought you these results.

Sincerely,

Elizabeth Owens
Director, Risk Control & Consulting

Enclosure

Low Loss Achievement Award

Presented to

Contra Costa County Housing Authority, CA

To recognize their consistent positive performance in achieving a low loss ratio in
general liability claims for the years 2010, 2011 and 2012

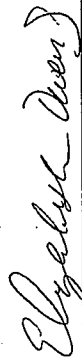
Presented by



September 2014



Daniel Labrie, CEO
HAI Group



Elizabeth Owens
Director, Risk Control & Consulting