Meeting Date: 7/12/2011

ACTION	TYPE OF ITEM
☐ Approved Recommendation	■ Info/Consent
☐ Ord. No(s). _____	☐ Report
☐ Res. No(s). _____	☐ Public Hearing (Info/consent)
☐ Other _____	☐ Other _____

Prepared By: Rick Shear Agenda Item No. I-7

Reviewed By: City Manager Holmberg City Attorney Finance Other *(Specify)*

DATE: June 30, 2011

TO: Housing Authority Board of Commissioners

FROM: William E. Wilkins, Housing Director
Housing Authority

SUBJECT: Revision to the Utility Allowances for Public Housing Residents and Section 8 Housing Choice Voucher Participants

RECOMMENDATION

That the Housing Authority of the City of Oxnard Board of Commissioners adopt a resolution to adopt the revised utility allowance schedules for the Section 8 Housing Choice Voucher program and the Public Housing program.

DISCUSSION

Pursuant to the Code of Federal Regulations (24 CFR 982.517) a utility allowance schedule is used in determining family share and subsidy paid by the Oxnard Housing Authority ("OHA"). All housing authorities must maintain a utility allowance schedule for (1) all tenant-paid utilities, (2) the cost of tenant-supplied refrigerators and ranges, and (3) other tenant-paid housing services such as trash collection.

The utility allowance schedule must be determined based on the typical cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality. In developing the schedule, the normal patterns of consumption for the community as a whole are used along with current utility rates. HUD directs housing authorities to use their Utility Schedule Model to determine usage averages and there was no significant change in usage from the last schedule study.

Housing authorities must review their utility allowance schedules each year, and must revise the schedule if there has been a change of 10 percent or more in any utility rate since the last time the allowance for that utility was revised.

The Authority contracted with The Nelrod Company to prepare the analysis and propose the revised utility allowance schedules based upon their findings. The first step in the analysis in determining if a revision is necessary is to identify if the change in rates exceeds 10% from the existing schedule. It was determined that electric rates decreased 12%, gas rates decreased 0.3%, water rates increased 53% along with a monthly water charge increase of 59%, sewer changed rate structures from a flat rate to a tiered rate, and trash collection increased 14%. Since several of the categories exceeded the 10% threshold, the utility schedule needed to be revised.

In the Public Housing program, all residents, with the exception of those at the senior buildings (31-5 Plaza Vista and 31-8 Palm Vista), pay for electricity and gas. Water, sewer and trash are paid by the Authority. The residents of the senior buildings do not pay for any utilities.

In the Section 8 program, participants' utility responsibilities vary, depending on the requirements of the owner of the property and the type of property. Therefore, there are three schedules – apartment/walk-up; row house/townhouse & semi-detached/duplex; and detached house – each with the various utility or service listed separately.

The OHA has notified all Public Housing residents, as required by HUD regulation, and has publicized the changes in the Ventura County Star and at all OHA locations. The new schedules, if approved, will be implemented at the time of the families' reexaminations effective August 1, 2011.

FINANCIAL IMPACT

The decrease in utility allowances will increase the family contribution for rent and thereby decrease the subsidy requirement for each unit or voucher.

Attachment #1 – Resolution
Attachment #2 - Utility Allowance Schedules

HOUSING AUTHORITY OF THE CITY OF OXNARD
RESOLUTION NO._____

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF OXNARD ADOPTING A REVISED UTILITY ALLOWANCE SCHEDULE FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM AND THE PUBLIC HOUSING PROGRAM

WHEREAS, pursuant to 24 CFR 982.517 the Housing Authority is required to establish allowances for all resident paid utilities for Public Housing resident and review the schedules annually for rate changes requiring revisions to the schedules; and

WHEREAS, pursuant to the HUD Housing Choice Voucher Program Guidebook the Housing Authority is required to establish allowances for all resident paid utilities for Section 8 Housing Choice Voucher participants and review them annually for rate changes requiring revisions to the schedules; and

WHEREAS, the Housing Authority has determined that new utility allowance schedules are required based upon changes in utility rates in excess of 10% from the previously adopted utility allowance schedules; and

NOW THEREFORE, BE IT RESOLVED, that the Commission does hereby authorize the adoption of the utility allowance schedules attached hereto for the Section 8 Housing Choice Voucher program and Public Housing program.

PASSED AND ADOPTED on this 12th day of July 2011 by the following votes:

AYES:

NOES:

ABSENT:

_____
Dr. Thomas E. Holden, Chairperson

ATTEST:

_____
Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

_____
Alan Holmberg, General Counsel

Oxnard Housing Authority, CA

PROPOSED MONTHLY UTILITY ALLOWANCES
Chart 1

Revised 5/11/11
UPDATE 2011

Building Type: Semi-Detached/Duplex

Colonia Courts CA-31-1 (All Gas)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity		$25.00	$30.00	$37.00	$43.00	
Natural Gas		$26.00	$31.00	$34.00	$37.00	
Totals		**$51.00**	**$61.00**	**$71.00**	**$80.00**	

Building Type: Row House/Townhouse

Felicia Court CA-31-2	0BR	1BR	2BR	3BR	4BR	5BR
Electricity			$27.00	$33.00	$39.00	$45.00
Natural Gas			$28.00	$30.00	$32.00	$36.00
Totals			**$55.00**	**$63.00**	**$71.00**	**$81.00**

Building Type: Row House/Townhouse

Colonia Road CA-31-3	0BR	1BR	2BR	3BR	4BR	5BR
Electricity			$27.00	$33.00	$39.00	$45.00
Natural Gas			$28.00	$30.00	$32.00	$36.00
Totals			**$55.00**	**$63.00**	**$71.00**	**$81.00**

Building Type: Semi-Detached/Duplex

Pleasant Valley CA-31-4	0BR	1BR	2BR	3BR	4BR	5BR
Electricity		$22.00	$27.00	$33.00	$39.00	$45.00
Natural Gas		$24.00	$29.00	$32.00	$35.00	$38.00
Totals		**$46.00**	**$56.00**	**$65.00**	**$74.00**	**$83.00**

Building Type: Row House/Townhouse

Scattered Sites CA-31-7	0BR	1BR	2BR	3BR	4BR	5BR
Electricity			$30.00	$37.00	$43.00	$51.00
Natural Gas			$28.00	$30.00	$33.00	$36.00
Totals			**$58.00**	**$67.00**	**$76.00**	**$87.00**

A monthly average cost of the summer and winter adjustments were used for the natural gas costs.

Oxnard Housing Authority, CA

COMPARISON OF CURRENT AND PROPOSED UTILITY ALLOWANCES

Revised 5/11/11

Chart 2

UPDATE 2011

Development	Bedroom Size	Current Allowance	Proposed* Allowance	Difference	
Colonia Courts CA-31-1 (All Gas)	1	$60.00	**$51.00**	-$9.00	-15%
	2	$75.00	**$61.00**	-$14.00	-19%
	3	$90.00	**$71.00**	-$19.00	-21%
	4	$109.00	**$80.00**	-$29.00	-27%
Felicia Court CA-31-2	2	$73.00	**$55.00**	-$18.00	-25%
	3	$89.00	**$63.00**	-$26.00	-29%
	4	$107.00	**$71.00**	-$36.00	-34%
	5	$130.00	**$81.00**	-$49.00	-38%
Colonia Road CA-31-3	2	$73.00	**$55.00**	-$18.00	-25%
	3	$89.00	**$63.00**	-$26.00	-29%
	4	$107.00	**$71.00**	-$36.00	-34%
	5	$130.00	**$81.00**	-$49.00	-38%
Pleasant Valley CA-31-4	1	$62.00	**$46.00**	-$16.00	-26%
	2	$76.00	**$56.00**	-$20.00	-26%
	3	$92.00	**$65.00**	-$27.00	-29%
	4	$111.00	**$74.00**	-$37.00	-33%
	5	$133.00	**$83.00**	-$50.00	-38%
Scattered Sites CA-31-7	2	$75.00	**$58.00**	-$17.00	-23%
	3	$93.00	**$67.00**	-$26.00	-28%
	4	$111.00	**$76.00**	-$35.00	-32%
	5	$133.00	**$87.00**	-$46.00	-35%

* Proposed allowances include the average for electric summer and winter months. Proposed allowances were rounded to the nearest dollar.

Allowances for Tenant Furnished Utilities and other Services

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

OMB Approval No. 2577-0169

Locality: **Housing Authority of the City of the City of Oxnard, CA**	Unit Type: **Apartment/ Walk-Up**	Date (mm/dd/yyyy)

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	$4.00	$5.00	$5.00	$6.00	$7.00	$8.00
	b. Bottle Gas						
	c. Electric	$12.00	$17.00	$21.00	$26.00	$30.00	$35.00
	d. Oil / Other						
Cooking	a. Natural Gas	$3.00	$3.00	$5.00	$5.00	$7.00	$8.00
	b. Bottle Gas						
	c. Electric	$8.00	$11.00	$14.00	$17.00	$20.00	$23.00
	d. Coal / Other						
Other Electric (Lights & Appliances)		$22.00	$33.00	$44.00	$56.00	$75.00	$93.00
Air Conditioning		$2.00	$3.00	$4.00	$6.00	$7.00	$9.00
Water Heating	a. Natural Gas	$4.00	$6.00	$9.00	$11.00	$13.00	$16.00
	b. Bottle Gas						
	c. Electric	$14.00	$21.00	$29.00	$36.00	$44.00	$53.00
	d. Oil / Other						
Water		$23.00	$23.00	$27.00	$31.00	$35.00	$39.00
Sewer		$12.00	$12.00	$14.00	$16.00	$18.00	$20.00
Trash Collection		$24.00	$24.00	$24.00	$24.00	$24.00	$24.00
Range / Microwave	Tenant-purchased	$12.00	$12.00	$12.00	$12.00	$12.00	$12.00
Refrigerator	Tenant-purchased	$13.00	$13.00	$13.00	$13.00	$13.00	$13.00
Other–specify: **Monthly Electric Fee $0.71**		$1.00	$1.00	$1.00	$1.00	$1.00	$1.00
Monthly Gas Fee $5.10		$5.00	$5.00	$5.00	$5.00	$5.00	$5.00

Actual Family Allowances

To be used by the family to compute allowance. *Complete below for the actual unit rented.*

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	$
Other Electric	$
Air Conditioning	$
Water Heating	$
Water	$
Sewer	$
Trash Collection	$
Range / Microwave	$
Refrigerator	$
Other	$
Other	$
Total	$

Allowances for Tenant Furnished Utilities and other Services

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

OMB Approval No. 2577-0169

Locality: **Housing Authority of the City of the City of Oxnard, CA**	Unit Type: **Row House/ Townhouse & Semi-Detached/ Duplex**	Date (mm/dd/yyyy)

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	$13.00	$16.00	$18.00	$21.00	$24.00	$27.00
	b. Bottle Gas						
	c. Electric	$18.00	$24.00	$29.00	$34.00	$39.00	$45.00
	d. Oil / Other						
Cooking	a. Natural Gas	$3.00	$3.00	$5.00	$5.00	$7.00	$8.00
	b. Bottle Gas						
	c. Electric	$8.00	$11.00	$14.00	$17.00	$20.00	$23.00
	d. Coal / Other						
Other Electric (Lights & Appliances)		$22.00	$36.00	$51.00	$80.00	$103.00	$126.00
Air Conditioning		$2.00	$2.00	$5.00	$7.00	$10.00	$12.00
Water Heating	a. Natural Gas	$4.00	$6.00	$9.00	$11.00	$13.00	$16.00
	b. Bottle Gas						
	c. Electric	$14.00	$21.00	$29.00	$36.00	$44.00	$53.00
	d. Oil / Other						
Water		$23.00	$23.00	$27.00	$31.00	$35.00	$39.00
Sewer		$19.00	$19.00	$21.00	$23.00	$25.00	$27.00
Trash Collection		$24.00	$24.00	$24.00	$24.00	$24.00	$24.00
Range / Microwave	Tenant-purchased	$12.00	$12.00	$12.00	$12.00	$12.00	$12.00
Refrigerator	Tenant-purchased	$13.00	$13.00	$13.00	$13.00	$13.00	$13.00
Other--specify: **Monthly Electric Fee $0.71**		$1.00	$1.00	$1.00	$1.00	$1.00	$1.00
Monthly Gas Fee $5.10		$5.00	$5.00	$5.00	$5.00	$5.00	$5.00

Actual Family Allowances

To be used by the family to compute allowance. *Complete below for the actual unit rented.*

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	$
Other Electric	$
Air Conditioning	$
Water Heating	$
Water	$
Sewer	$
Trash Collection	$
Range / Microwave	$
Refrigerator	$
Other	$
Other	$
Total	$

Allowances for Tenant Furnished Utilities and other Services

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

OMB Approval No. 2577-0169

Locality: **Housing Authority of the City of the City of Oxnard, CA**	Unit Type: **Detached House**	Date (mm/dd/yyyy)

Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	$8.00	$12.00	$16.00	$20.00	$24.00	$28.00
	b. Bottle Gas						
	c. Electric	$19.00	$25.00	$31.00	$37.00	$44.00	$51.00
	d. Oil / Other						
Cooking	a. Natural Gas	$3.00	$3.00	$5.00	$5.00	$7.00	$8.00
	b. Bottle Gas						
	c. Electric	$8.00	$11.00	$14.00	$17.00	$20.00	$23.00
	d. Coal / Other						
Other Electric (Lights & Appliances)		$31.00	$46.00	$66.00	$100.00	$125.00	$149.00
Air Conditioning		$2.00	$3.00	$5.00	$7.00	$10.00	$12.00
Water Heating	a. Natural Gas	$4.00	$6.00	$9.00	$11.00	$13.00	$16.00
	b. Bottle Gas						
	c. Electric	$14.00	$21.00	$29.00	$36.00	$44.00	$53.00
	d. Oil / Other						
Water		$34.00	$34.00	$40.00	$45.00	$52.00	$60.00
Sewer		$23.00	$24.00	$26.00	$28.00	$30.00	$32.00
Trash Collection		$24.00	$24.00	$24.00	$24.00	$24.00	$24.00
Range / Microwave	Tenant-purchased	$12.00	$12.00	$12.00	$12.00	$12.00	$12.00
Refrigerator	Tenant-purchased	$13.00	$13.00	$13.00	$13.00	$13.00	$13.00
Other--specify: **Monthly Electric Fee $0.71**		$1.00	$1.00	$1.00	$1.00	$1.00	$1.00
Monthly Gas Fee $5.10		$5.00	$5.00	$5.00	$5.00	$5.00	$5.00

Actual Family Allowances

To be used by the family to compute allowance. *Complete below for the actual unit rented.*

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	$
Cooking	$
Other Electric	$
Air Conditioning	$
Water Heating	$
Water	$
Sewer	$
Trash Collection	$
Range / Microwave	$
Refrigerator	$
Other	$
Other	$
Total	$