

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

**MEETING AGENDA**

December 16, 2021  
2:00 p.m.

Members of the Board of Commissioners and HACB staff will be participating either in person or remotely. The Board of Commissioners welcomes and encourages public participation in the Board meetings either in person or remotely from a safe location.

Members of the public may be heard on any items on the Commissioners' agenda. A person addressing the Commissioners will be limited to 5 minutes unless the Chairperson grants a longer period of time. Comments by members of the public on any item on the agenda will only be allowed during consideration of the item by the Commissioners. Members of the public desiring to be heard on matters under jurisdiction of the Directors, but not on the agenda, may address the Commissioners during agenda item 6.

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If you have any trouble accessing the meeting agenda, or attachments; or if you are disabled and need special assistance to participate in this meeting, please email [marysolp@butte-housing.com](mailto:marysolp@butte-housing.com) or call 530-895-4474 x.210.

Notification at least 24 hours prior to the meeting will enable the Housing Authority to make a reasonable attempt to assist you.

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NEXT RESOLUTION NO. 4849

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR

- 3.1 Minutes for the meeting of November 18, 2021
- 3.2 Checks written for:
  - 3.2.1 Accounts Payable (General) – \$465,590.14
  - 3.2.2 Accounts Payable (FLH) – \$289,275.27
  - 3.2.3 Landlords – \$1,271,237.11
  - 3.2.4 Payroll– \$125,804.19
- 3.3 Financial Statements
- 3.4 Section 8 Housing Choice Voucher Program
- 3.5 Property Vacancy Report
- 3.6 Public Housing
- 3.7 Construction Projects
- 3.8 Capital Fund Improvement Projects
- 3.9 Farm Labor Housing Report
- 3.10 HACB Owned Properties
- 3.11 Tax Credit Properties
- 3.12 Family Self Sufficiency
- 3.13 Rental Assistance Programs
- 3.14 Quarterly Investment Report/Reserves Analysis
- 4. CORRESPONDENCE
- 5. REPORTS FROM EXECUTIVE DIRECTOR
  - 5.1 Housing Authority of the County of Butte – 75<sup>th</sup> Anniversary Acknowledgement Resolution.  
 Recommendation: Resolution No. 4849
  - 5.2 Recognition of Commissioner – Acknowledging Chair Moravec’s years of Service to the HACB.  
 Recommendation: Resolution No. 4850

5.3 Receive and File Proposed Section 8 Administrative Plan (AP) Draft – Schedule public hearing on February 17, 2022 for adoption of AP.

Recommendation: Receive draft Section 8 Admin Plan, Authorize publication of Public Notice for public review and comment (minimum 45 days required) and schedule Public Hearing for receipt of comment and final adoption of documents on February 17, 2022.

5.4 Section 8 Project Based Voucher (PBV) – Award Section 8 HCV Program Project-Based Voucher Awards.

Recommendation: Resolution No. 4851

5.5 Development Activity – Status Review.

Recommendation: Information/Discussion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

10.1 Commissioner Stipend – Information

11. EXECUTIVE SESSION

12. COMMISSIONERS' CALENDAR

• **Next Meeting – January 20, 2022**

13. ADJOURNMENT

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

**MEETING MINUTES OF November 18, 2021**

*The meeting was conducted via teleconference, web-conference and in person, as noticed.*

Vice Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Larry Hamman, Laura Moravec, Rich Ober and David Pittman. Commissioners Alford, Hamman and Pittman attended in person. Commissioners Moravec and Ober attended by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Hope Stone, Finance Director; Marysol Perez, Executive Assistant; Jerry Martin, Modernization Coordinator; and Angie Little, Section 8 Housing Manager, all in person.

Others Present: Tina Reszler, Community Program Specialist with the State Council on Developmental Disabilities (SCDD).

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Moravec moved that consent calendar be accepted as presented. Commissioner Ober seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Commissioner Status Updates – Vice Chair Pittman asked for a minute of silence in honor of Commissioner Ayers. Commissioner Ayers recently passed away and had been serving on the HACB Board of Commissioners since September 2020. Executive Director Mayer also provided details for Commissioner Ayers’ memorial service, scheduled for Saturday. A brief update was provided

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regarding the three (3) commissioners vacancies (BOS Supervisor Districts 3 and 5, Chico and Paradise, respectively, and the Senior/Disabled Tenant Commissioner). Notices have been advertised by the Butte County Clerk of the Board of Supervisors, and copies are in the Board packet. Executive Director Mayer encouraged all remaining Commissioners to be present at future meetings as a quorum will be needed.

- 5.2 Family Self-Sufficiency – Ms. Sealy enrolled as an FSS participant in February of 2016. She recently secured employment and received promotions and pay increases. She exits the FSS program having accrued \$10,842.26 in FSS escrow earnings.

**\*RESOLUTION NO. 4845\***

Commissioner Ober moved that Resolution No. 4845 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE KATHRYNE SEALY”. Commissioner Moravec seconded. The vote in favor was unanimous.

- 5.3 Family Self-Sufficiency – Mr. Chue enrolled as an FSS participant in November of 2016. Mr. Chue has been gainfully employed since enrolling in the FSS program and has held multiple successful employment positions in advancing his interests. He leaves the program having accrued \$19,895.42 in escrow earnings.

**\*RESOLUTION NO. 4846\***

Commissioner Moravec moved that Resolution No. 4846 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE TOU CHUE”. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.4 Section 8 (SEMAP) – The HUD Section 8 Management Assessment Program (SEMAP) is a yearly exercise, required to self-certify program performance. SEMAP looks at voucher statistics; leasing rates, expenditures, compliance, distribution of vouchers throughout the community. Of interest this year, is that no points were scored under the Leasing Indicator, due to the challenge of leasing and lack of housing opportunity in the community. (It was noted that 50% of households that actually received a voucher successfully leased up.) With the loss of points from the Leasing Indicator, the HACB program scores as a “Standard Performer”, a standing that does not affect program finding or administrative burden. In the wake of the Camp Fire Disaster, HACB applied for three years of SEMAP performance waivers, specifically regarding the Leasing Indicator. Application of the Waiver, after adoption of the Certification by means of Resolution No. 4847, will result in award of the lost performance points, and HACB retention of the “High Performer” program status.

**\*RESOLUTION NO. 4847\***

Commissioner Hamman moved that Resolution No. 4847 be adopted by reading of title only: “APPROVAL OF SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION”. Commissioner Moravec seconded. The vote in favor was unanimous.

- 5.5 Public Housing Flat Rents – Annually the HACB must review its HUD Public Housing Flat Rent determinations. Public Housing tenants can choose one of two rent methods; either an “income-based rent”, which is calculated at roughly 30% of total household income, or a “Flat Rent”, which is based on marked considerations and is set at not less than 80% of the applicable HUD-Determined Fair Market Rent (FMR) for the area. The idea behind Flat Rents is to increase income diversity in Public Housing, allowing higher income households that would otherwise be forced out of the program by virtue of higher incomes to remain in Public Housing. Currently there are five (5) Public Housing households that have selected the Flat Rent option out of the 345 households served in Public Housing.

**\*RESOLUTION NO. 4848\***

Commissioner Hamman moved that Resolution No. 4848 be adopted by reading of title only: “DETERMINATION OF PUBLIC HOUSNG FLAT RENTS”. Commissioner Moravec seconded. The vote in favor was unanimous.

- 5.6 Development Activity –Executive Director Mayer also provided an update regarding the current development activity in the area, including a spreadsheet that identifies all current known affordable housing development projects in Butte and Glenn Counties. Five (5) BCAHDC projects have closed to date, of which four are under construction; one additional project is scheduled to close in December.

6. MEETING OPEN FOR PUBLIC DISCUSSION

There was one member of the public present; Tina Reszler, Community Program Specialist with State Council on Developmental Disabilities (SCDD), she indicated that she would be attending Board meetings on a regular basis. She was welcomed by Vice Chair Pittman

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Vice Chair Pittman reported that in Oroville there is a strong effort to put together the “Mission Esperanza” project; a pallet structure initiative for the homeless population. Mission Esperanza would be located next to the existing Oroville Rescue Mission in Oroville.

10. MATTERS INITIATED BY COMMISSIONERS

Commissioner Moravec inquired about the status of raising Commissioner stipend, an item that had been brought up previously. Staff informed that the matter had been referred to the HACB’s attorney for direction, and that response would be provided at the next meeting of the Board.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **Holiday Luncheon – for pandemic-related reasons it was recommended to not hold a Holiday Luncheon this year.**
- **Next regular meeting – December 16, 2021**

13. ADJOURNMENT

Commissioner Ober moved that the meeting be adjourned. Commissioner Moravec seconded. The meeting was adjourned at 2:29 p.m.

Dated: November 18, 2021.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary

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

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
11/1/2021	155285	Gridley Municipal Utilities	\$288.00
11/1/2021	155286	P G & E	\$424.00
11/5/2021	2116	Internal Revenue Service	\$23,839.23
11/5/2021	2117	Employment Development Department	\$82.58
11/5/2021	2118	Employment Development Department	\$4,560.42
11/5/2021	2119	MassMutual Financial Group	\$7,905.00
11/5/2021	2120	CalPERS 457 Plan	\$215.00
11/5/2021	2121	CalPERS	\$11,486.23
11/5/2021	2122	CalPERS	\$4,141.92
11/5/2021	155289	Awards Company	\$170.53
11/5/2021	155290	Biggs Municipal Utilities	\$2,697.34
11/5/2021	155291	CALIFORNIA WATER SERVICE	\$3.62
11/5/2021	155292	CIC	\$2,837.25
11/5/2021	155293	COMCAST CABLE	\$225.98
11/5/2021	155294	Chico Housing Action Team	\$500.00
11/5/2021	155295	Chico Housing Action Team	\$1,000.00
11/5/2021	155296	Chico Parkside Terrace LP	\$1,000.00
11/5/2021	155297	City of Oroville	\$67,084.20
11/5/2021	155298	Douglas DeSoto	\$443.65
11/5/2021	155299	EAGLE SECURITY SYSTEMS	\$72.90
11/5/2021	155300	FLETCHER PLUMBING & CONT., INC.	\$1,049.50
11/5/2021	155301	GUZI-WEST Inspection and Consulting. LLC	\$560.00
11/5/2021	155302	HMR Architects, Inc.	\$11,867.13
11/5/2021	155303	Illustratus	\$116.50
11/5/2021	155304	InterWest Insurance Services, LLC	\$650.00
11/5/2021	155305	Joanne Palasti	\$1,000.00
11/5/2021	155306	MAINTENANCE PLUS	\$6,219.35
11/5/2021	155307	MRI Software LLC	\$1,704.02
11/5/2021	155308	Murphy Commons LP	\$1,000.00
11/5/2021	155309	Price is Right Carpet Center	\$1,573.00
11/5/2021	155310	RSC Associates, Inc	\$488.07
11/5/2021	155311	RUSH PERSONNEL SERVICE, INC	\$515.52
11/5/2021	155312	Roy V. Peters	\$706.92
11/5/2021	155313	S.E.C. 5 Private Security dba	\$80.00
11/5/2021	155314	SPRINT	\$144.98
11/5/2021	155315	Shady Rest MHP LLC	\$1,000.00
11/5/2021	155316	Staples Business Credit	\$438.01
11/5/2021	155317	Tou Chue	\$19,895.42



11/5/2021	155318	Towne Carpet dba	\$1,969.09
11/5/2021	155319	US Bank	\$223.08
11/5/2021	155320	Valero Fleet	\$294.40
11/5/2021	155321	Youth For Change	\$500.00
11/5/2021	155322	Yuba City	\$8.28
11/10/2021	155324	A & K Water Works dba	\$79.20
11/10/2021	155325	Access Information Holdings, LLC.	\$98.11
11/10/2021	155326	Armed Guard Private Security, Inc	\$300.00
11/10/2021	155327	CALIF. WTR. SER. ORO	\$5,140.15
11/10/2021	155328	CIC	\$110.64
11/10/2021	155329	COMCAST CABLE	\$36.34
11/10/2021	155330	Clean Master	\$1,646.00
11/10/2021	155331	E Center	\$130.40
11/10/2021	155332	Employment Development Department	\$37.36
11/10/2021	155333	Francisco Hernandez	\$476.57
11/10/2021	155334	HD Supply Facilities Maintenance, Ltd.	\$39.42
11/10/2021	155335	Haitham Mohamed	\$423.23
11/10/2021	155336	Harshwal & Company, LLP	\$2,498.00
11/10/2021	155337	MACS HARDWARE	\$57.70
11/10/2021	155338	MAINTENANCE PLUS	\$142.50
11/10/2021	155339	Nor-Cal Landscape Maintenance dba	\$10,750.00
11/10/2021	155340	P G & E	\$188.86
11/10/2021	155341	Plan B Professional Answering Services	\$113.00
11/10/2021	155342	QUILL CORPORATION	\$616.52
11/10/2021	155343	RECOLOGY BUTTE COLUSA COUNTIES, INC.	\$13.66
11/10/2021	155344	ROTO-ROOTER OROVILLE	\$135.00
11/10/2021	155345	RUSH PERSONNEL SERVICE, INC	\$1,159.92
11/10/2021	155346	S&P Global Ratings	\$10,000.00
11/10/2021	155347	Scrubbs, Inc.	\$60.00
11/10/2021	155348	TAMRA C. YOUNG	\$259.00
11/10/2021	155349	Thermalito Irrigation	\$656.82
11/10/2021	155350	United States Postal Service (CMRS-FP)	\$2,500.00
11/10/2021	155351	Vanessa Jeffery	\$173.98
11/10/2021	155352	WASTE MANAGEMENT	\$1,737.24
11/10/2021	155353	Yardi Systems, Inc.	\$89,810.75
11/19/2021	2124	Internal Revenue Service	\$21,585.49
11/19/2021	2125	Employment Development Department	\$86.17
11/19/2021	2126	Employment Development Department	\$4,248.72
11/19/2021	2127	MassMutual Financial Group	\$7,905.00
11/19/2021	2128	CalPERS 457 Plan	\$215.00
11/19/2021	2129	CalPERS	\$10,795.58
11/19/2021	2130	CalPERS	\$14,800.34
11/19/2021	155354	Advanced Document	\$838.55
11/19/2021	155355	CALIF. WTR. SER. ORO	\$501.52
11/19/2021	155356	CITY OF CHICO (22332)	\$413.78

11/19/2021	155357	COMCAST CABLE	\$341.68
11/19/2021	155358	Candelario Ace Hardware dba	\$84.42
11/19/2021	155359	Charles Alford	\$50.00
11/19/2021	155360	Climate & Energy Solutions	\$1,039.00
11/19/2021	155361	Creative Composition, Inc.	\$215.99
11/19/2021	155362	Cypress Dental Administrators	\$4,355.41
11/19/2021	155363	David Pittman	\$50.00
11/19/2021	155364	EAGLE SECURITY SYSTEMS	\$135.00
11/19/2021	155365	ENTERPRISE-RECORD	\$1,834.82
11/19/2021	155366	Golden State Risk Management Authority	\$36,035.00
11/19/2021	155367	Gregory P. Einhorn	\$1,740.00
11/19/2021	155368	Gridley Municipal Utilities	\$1,089.18
11/19/2021	155369	JEFF'S TRUCK SERVICE, INC.	\$72.86
11/19/2021	155370	Jesus Center Provides our Daily Bread	\$1,902.69
11/19/2021	155371	Larry Hamman	\$50.00
11/19/2021	155372	Larry Hamman	\$33.60
11/19/2021	155373	Laura Moravec	\$50.00
11/19/2021	155374	MES VISION	\$668.57
11/19/2021	155375	OPER. ENG. LOCAL #3	\$798.00
11/19/2021	155376	P G & E	\$3,327.93
11/19/2021	155377	Richard H. Ober	\$50.00
11/19/2021	155378	TIAA COMMERCIAL FINANCE, INC	\$143.72
11/19/2021	155379	Void / The Home Depot Credit Services	\$0.00
11/19/2021	155380	The Home Depot Credit Services	\$3,673.04
11/19/2021	155381	Towne Carpet dba	\$10,254.48
11/19/2021	155382	Unum Life Insurance Company	\$1,051.12
11/23/2021	2123	Umpqua Bank	\$3,357.54
11/24/2021	155383	Carpets Galore Inc	\$8,558.00
11/24/2021	155384	Clides Condor Leon	\$505.92
11/24/2021	155385	Climate & Energy Solutions	\$138.00
11/24/2021	155386	Jiffy Lube, Inc.	\$50.14
11/24/2021	155387	MAINTENANCE PLUS	\$2,168.25
11/24/2021	155388	Nan McKay & Associates, Inc.	\$1,012.50
11/24/2021	155389	P G & E	\$12.78
11/24/2021	155390	Price is Right Carpet Center	\$1,911.00
11/24/2021	155391	RECOLOGY BUTTE COLUSA COUNTIES, INC.	\$4,024.68
11/24/2021	155392	RSC Associates, Inc	\$631.86
11/24/2021	155393	TAMRA C. YOUNG	\$1,261.17
11/24/2021	155394	US Bank	\$150.15
11/24/2021	155395	Willows Family Associates LP	\$1,000.00
		<b>TOTAL</b>	<b>\$465,590.14</b>

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

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
11/19/2021	2000	J Walt Construction, Inc	\$289,275.27

**Housing Authority of the County of Butte**  
**BALANCE SHEET**  
**October, 2021**

	<b>Cumulative</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
Cash - Unrestricted	3,573,168.18
Cash - Other Restricted	1,608,476.03
Cash - Tenant Security Deposits	325,929.73
Accounts Receivable - HUD	93,772.85
Accounts Receivable - Other Gov	1,128.78
Accounts Receivable - Misc	230,990.19
Accounts Receivable - Tenants	139,322.15
Accounts Receivable - Fraud	0.00
Note Receivable - Current Portion	-1,561.00
Accrued Interest Receivable	33,402.07
Investments - Unrestricted	1,825,072.78
Investments - Restricted	11,482,353.97
Inventories	30,752.51
Prepaid Expenses	439,333.25
Inter-program Due From	117,844.09
<b>Total Current Assets</b>	<b>19,899,985.58</b>
<b>Fixed Assets</b>	
Fixed Assets & Accumulated Depreciation	27,503,386.60
<b>Total Fixed Assets</b>	<b>27,503,386.60</b>
<b>Other Non-Current</b>	
Notes Loans & Mortgages Receivable	1,965,371.97
Deferred Outflows - GASB 68 & 75	781,970.05
Safety Deposit Box, Key Deposit	10.00
Investment in Limited Partnerships	3,820,116.82
<b>Total Other Non-Current</b>	<b>6,567,468.84</b>
<b>TOTAL ASSETS</b>	<b>53,970,841.02</b>
<b>LIABILITIES</b>	
<b>Current Liabilities</b>	
Accounts payable	548,196.56
Accrued Payroll Liabilities	205,880.06
Accrued Interest Payable	-44,490.89
Tenant Security Deposits	333,576.16
Deferred Revenue	-55,234.20
Payable to HUD	0.00
Long Term Debt - Current Portion	336,738.01
Accrued Liabilities - Other	693,460.47
Inter-program Due To General Fund	117,844.09
<b>Total Current Liabilities</b>	<b>2,135,970.26</b>
<b>Long-Term Liabilities</b>	
Deferred Outflows - GASB 68 & 75	123,962.00
Other Post Retirement Ben-Net GASB 75	243,914.00
Unfunded Pension Liabilty - GASB 68	3,733,706.00
Long-Term Debt	13,511,410.40
Non-Current Liability- Other (FSS)	36,048.12
<b>Total Long-Term Liabilities</b>	<b>17,649,040.52</b>
<b>TOTAL LIABILITIES</b>	<b>19,785,010.78</b>
<b>NET POSITION</b>	
Beginning Net Position	29,609,897.14
Retained Earnings	4,575,933.10
<b>TOTAL NET POSITION</b>	<b>34,185,830.24</b>
<b>TOTAL LIABILITIES AND NET POSITION</b>	<b>53,970,841.02</b>

**Housing Authority of the County of Butte**  
**CONSOLIDATED INCOME STATEMENT**  
**October 31, 2021**

**YTD %**  
**8.33**

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Net Dwelling Rent	431,918	0	431,918	431,918	0	431,918	0.00
Tenant Charges	8,227	0	8,227	8,227	0	8,227	0.00
Laundry Revenue	4,701	0	4,701	4,701	0	4,701	0.00
HUD Grant Revenue	1,690,155	0	1,690,155	1,690,155	0	1,690,155	0.00
Other Grant Revenue	-39,362	0	-39,362	-39,362	0	-39,362	0.00
Mortgage Interest Income	6,318	0	6,318	6,318	0	6,318	0.00
Fraud Recovery	5,378	0	5,378	5,378	0	5,378	0.00
Other Income	34,868	0	34,868	34,868	0	34,868	0.00
Investment Income-unrestricted	258	0	258	258	0	258	0.00
Investment Income-restricted	246	0	246	246	0	246	0.00
<b>TOTAL REVENUES</b>	<b>2,142,706</b>	<b>0</b>	<b>2,142,706</b>	<b>2,142,706</b>	<b>0</b>	<b>2,142,706</b>	<b>0.00</b>
Administrative Employee Salaries	164,505	0	164,505	164,505	0	164,505	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	176	0	176	176	0	176	0.00
Payroll Taxes and Benefits - Admin	77,838	0	77,838	77,838	0	77,838	0.00
Office Expenses	22,930	0	22,930	22,930	0	22,930	0.00
Legal Expenses	1,740	0	1,740	1,740	0	1,740	0.00
Travel	10	0	10	10	0	10	0.00
Allocated Overhead	250	0	250	250	0	250	0.00
Other Admin. Expenses	32,174	0	32,174	32,174	0	32,174	0.00
<b>Total Operating Admin. Costs</b>	<b>299,623</b>	<b>0</b>	<b>299,623</b>	<b>299,623</b>	<b>0</b>	<b>299,623</b>	<b>0.00</b>
Tenant Service-Salaries	4,724	0	4,724	4,724	0	4,724	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	3,383	0	3,383	3,383	0	3,383	0.00
Tenant Services - Misc	28,350	0	28,350	28,350	0	28,350	0.00
<b>Total Tenant Services</b>	<b>36,458</b>	<b>0</b>	<b>36,458</b>	<b>36,458</b>	<b>0</b>	<b>36,458</b>	<b>0.00</b>
Water	22,722	0	22,722	22,722	0	22,722	0.00
Electricity	8,482	0	8,482	8,482	0	8,482	0.00
Gas	941	0	941	941	0	941	0.00
Sewer	19,639	0	19,639	19,639	0	19,639	0.00
<b>Total Utilities-Project</b>	<b>51,784</b>	<b>0</b>	<b>51,784</b>	<b>51,784</b>	<b>0</b>	<b>51,784</b>	<b>0.00</b>
Maintenance Salaries	30,701	0	30,701	30,701	0	30,701	0.00
Maintenance Materials	2,867	0	2,867	2,867	0	2,867	0.00
Maintenance Contract Costs	160,837	0	160,837	160,837	0	160,837	0.00
Payroll Taxes and Benefits - Maint	15,937	0	15,937	15,937	0	15,937	0.00
<b>Total Maintenance Costs</b>	<b>210,342</b>	<b>0</b>	<b>210,342</b>	<b>210,342</b>	<b>0</b>	<b>210,342</b>	<b>0.00</b>
Protective Services	2,081	0	2,081	2,081	0	2,081	0.00
Insurance-Liab/Property/Auto	15,180	0	15,180	15,180	0	15,180	0.00
Other General Expenses	355,064	0	355,064	355,064	0	355,064	0.00
PILOT	10,506	0	10,506	10,506	0	10,506	0.00
Bad Debts-Tenant	-231	0	-231	-231	0	-231	0.00
Interest Expense	26,401	0	26,401	26,401	0	26,401	0.00
<b>Total Other Operating Expenses</b>	<b>409,001</b>	<b>0</b>	<b>409,001</b>	<b>409,001</b>	<b>0</b>	<b>409,001</b>	<b>0.00</b>
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	1,217,871	0	1,217,871	1,217,871	0	1,217,871	0.00
HAP - Ports IN	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
<b>Total Other Costs</b>	<b>1,217,871</b>	<b>0</b>	<b>1,217,871</b>	<b>1,217,871</b>	<b>0</b>	<b>1,217,871</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>2,225,079</b>	<b>0</b>	<b>2,225,079</b>	<b>2,225,079</b>	<b>0</b>	<b>2,225,079</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>-82,373</b>	<b>0</b>	<b>-82,373</b>	<b>-82,373</b>	<b>0</b>	<b>-82,373</b>	<b>0.00</b>
+/- Replacement Reserves (net)	-866	0	-866	-866	0	-866	0.00
+/- Transfers / USDA Grant	289,275	0	289,275	289,275	0	289,275	0.00
- Debt Service Payments (Bond & USDA)	-28,187	0	-28,187	-28,187	0	-28,187	0.00
+/- Gain/Loss on PARS Trust Account	68,344	0	68,344	68,344	0	68,344	0.00
- Capitalized Assets & Work in Progress	-347,352	0	-347,352	-347,352	0	-347,352	0.00
- Accrued Interest	-5,844	0	-5,844	-5,844	0	-5,844	0.00
<b>NET CASH FLOW</b>	<b>-107,002</b>	<b>0</b>	<b>-107,002</b>	<b>-107,002</b>	<b>0</b>	<b>-107,002</b>	<b>0.00</b>
Depreciation & Amortization	149,695	0	149,695	149,695	0	149,695	0.00

**Housing Authority of the County of Butte**  
**FARM LABOR HOUSING - R&E RD FORMAT**

October 31, 2021

YTD %  
8.33

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	159,641	0	159,641	159,641	0	159,641	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	308	0	308	308	0	308	0.00
Investment Income-unrestricted	1	0	1	1	0	1	0.00
Investment Income-restricted	17	0	17	17	0	17	0.00
Federal Grant Revenue	-39,362	0	-39,362	-39,362	0	-39,362	0.00
Other Income	0	0	0	0	0	0	0.00
<b>TOTAL REVENUES</b>	<b>120,605</b>	<b>0</b>	<b>120,605</b>	<b>120,605</b>	<b>0</b>	<b>120,605</b>	<b>0.00</b>
Maintenance & Repairs Payroll	7,860	0	7,860	7,860	0	7,860	0.00
Maintenance & Repairs Supply	212	0	212	212	0	212	0.00
Maintenance & Repairs Contracts	390	0	390	390	0	390	0.00
Painting	0	0	0	0	0	0	0.00
Grounds	40	0	40	40	0	40	0.00
Security Services	32	0	32	32	0	32	0.00
Capital Budget items	0	0	0	0	0	0	0.00
Other Operating Expenses	0	0	0	0	0	0	0.00
<b>Sub-Total Maint. &amp; Operations</b>	<b>8,534</b>	<b>0</b>	<b>8,534</b>	<b>8,534</b>	<b>0</b>	<b>8,534</b>	<b>0.00</b>
Electricity	2,866	0	2,866	2,866	0	2,866	0.00
Water	1,299	0	1,299	1,299	0	1,299	0.00
Sewer	2,132	0	2,132	2,132	0	2,132	0.00
Fuel (Gas/Propane)	188	0	188	188	0	188	0.00
Garbage & Trash Removal	1,514	0	1,514	1,514	0	1,514	0.00
<b>Sub-Total Utilities</b>	<b>7,999</b>	<b>0</b>	<b>7,999</b>	<b>7,999</b>	<b>0</b>	<b>7,999</b>	<b>0.00</b>
Site Mgmt Payroll	8,182	0	8,182	8,182	0	8,182	0.00
Project Auditing Exp	0	0	0	0	0	0	0.00
Project Bookkeeping/Accounting	0	0	0	0	0	0	0.00
Legal Expenses	0	0	0	0	0	0	0.00
Advertising	291	0	291	291	0	291	0.00
Telephone	338	0	338	338	0	338	0.00
Office Supplies	67	0	67	67	0	67	0.00
Office Furniture & Equipment	0	0	0	0	0	0	0.00
Training Expense	0	0	0	0	0	0	0.00
Health Ins & Other Emp Benefits	3,808	0	3,808	3,808	0	3,808	0.00
Payroll Taxes	1,300	0	1,300	1,300	0	1,300	0.00
Workman's Comp	934	0	934	934	0	934	0.00
Other Admin. Expenses	491	0	491	491	0	491	0.00
<b>Sub-Total Administrative</b>	<b>15,410</b>	<b>0</b>	<b>15,410</b>	<b>15,410</b>	<b>0</b>	<b>15,410</b>	<b>0.00</b>
PILOT (Special Assessments)	1,464	0	1,464	1,464	0	1,464	0.00
Insurance-Property & Liability	0	0	0	0	0	0	0.00
Insurance-Other	7,738	0	7,738	7,738	0	7,738	0.00
<b>Sub-Total Taxes &amp; Insurance</b>	<b>9,202</b>	<b>0</b>	<b>9,202</b>	<b>9,202</b>	<b>0</b>	<b>9,202</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>41,145</b>	<b>0</b>	<b>41,145</b>	<b>41,145</b>	<b>0</b>	<b>41,145</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>79,460</b>	<b>0</b>	<b>79,460</b>	<b>79,460</b>	<b>0</b>	<b>79,460</b>	<b>0.00</b>
- Reserve Capital Expenditures	0	0	0	0	0	0	0.00
- Debt Payments	25,118	0	25,118	25,118	0	25,118	0.00
- Miscellaneous Expenses	-231	0	-231	-231	0	-231	0.00
- Asset Mgt Fee	0	0	0	0	0	0	0.00
-/+ Change in Reserves Bal.(-interest)	0	0	0	0	0	0	0.00
<b>NET CASH FLOW</b>	<b>54,573</b>	<b>0</b>	<b>54,573</b>	<b>54,573</b>	<b>0</b>	<b>54,573</b>	<b>0.00</b>

**Housing Authority of the County of Butte**  
**SECTION 8 INCOME STATEMENT W/CARES ACT**  
**October 31, 2021**

**YTD %**  
**8.33**

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	1,487,750	0	1,487,750	1,487,750	0	1,487,750	0.00
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	54	0	54	54	0	54	0.00
Investment Income-restricted	34,162	0	34,162	34,162	0	34,162	0.00
Mortgage Interest Income	0	0	0	0	0	0	0.00
Fraud Recovery	5,378	0	5,378	5,378	0	5,378	0.00
Other Income	0	0	0	0	0	0	0.00
<b>TOTAL REVENUES</b>	<b>1,527,344</b>	<b>0</b>	<b>1,527,344</b>	<b>1,527,344</b>	<b>0</b>	<b>1,527,344</b>	<b>0.00</b>
Administrative Employee Salaries	50,647	0	50,647	50,647	0	50,647	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	23,389	0	23,389	23,389	0	23,389	0.00
Office Expenses	10,166	0	10,166	10,166	0	10,166	0.00
Legal Expenses	1,740	0	1,740	1,740	0	1,740	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	36,573	0	36,573	36,573	0	36,573	0.00
Other Admin. Expenses	3,003	0	3,003	3,003	0	3,003	0.00
<b>Total Operating Admin. Costs</b>	<b>125,517</b>	<b>0</b>	<b>125,517</b>	<b>125,517</b>	<b>0</b>	<b>125,517</b>	<b>0.00</b>
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	20,479	0	20,479	20,479	0	20,479	0.00
<b>Total Tenant Services</b>	<b>20,479</b>	<b>0</b>	<b>20,479</b>	<b>20,479</b>	<b>0</b>	<b>20,479</b>	<b>0.00</b>
Water	176	0	176	176	0	176	0.00
Electricity	943	0	943	943	0	943	0.00
Gas	11	0	11	11	0	11	0.00
Sewer	19	0	19	19	0	19	0.00
<b>Total Utilities-Project</b>	<b>1,149</b>	<b>0</b>	<b>1,149</b>	<b>1,149</b>	<b>0</b>	<b>1,149</b>	<b>0.00</b>
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	65	0	65	65	0	65	0.00
Maintenance Contract Costs	3,944	0	3,944	3,944	0	3,944	0.00
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
<b>Total Maintenance Costs</b>	<b>4,008</b>	<b>0</b>	<b>4,008</b>	<b>4,008</b>	<b>0</b>	<b>4,008</b>	<b>0.00</b>
Protective Services	160	0	160	160	0	160	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	1,847	0	1,847	1,847	0	1,847	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
<b>Total Other Operating Expenses</b>	<b>2,007</b>	<b>0</b>	<b>2,007</b>	<b>2,007</b>	<b>0</b>	<b>2,007</b>	<b>0.00</b>
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	1,201,296	0	1,201,296	1,201,296	0	1,201,296	0.00
Fraud Losses	0	0	0	0	0	0	0.00
<b>Total Other Costs</b>	<b>1,201,296</b>	<b>0</b>	<b>1,201,296</b>	<b>1,201,296</b>	<b>0</b>	<b>1,201,296</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>1,354,456</b>	<b>0</b>	<b>1,354,456</b>	<b>1,354,456</b>	<b>0</b>	<b>1,354,456</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>172,887</b>	<b>0</b>	<b>172,887</b>	<b>172,887</b>	<b>0</b>	<b>172,887</b>	<b>0.00</b>
Assets Purchased	0	0	0	0	0	0	0.00
<b>NET CASH FLOW</b>	<b>172,887</b>	<b>0</b>	<b>172,887</b>	<b>172,887</b>	<b>0</b>	<b>172,887</b>	<b>0.00</b>

**Housing Authority of the County of Butte**  
**PUBLIC HOUSING-ALL INCOME STATEMENT**  
**October 31, 2021**

**YTD %**  
**8.33**

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	133,405	0	133,405	133,405	0	133,405	0.00
Tenant Charges	3,433	0	3,433	3,433	0	3,433	0.00
Laundry Revenue	2,692	0	2,692	2,692	0	2,692	0.00
HUD Grant Revenue	182,869	0	182,869	182,869	0	182,869	0.00
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	146	0	146	146	0	146	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
<b>TOTAL REVENUES</b>	<b>322,545</b>	<b>0</b>	<b>322,545</b>	<b>322,545</b>	<b>0</b>	<b>322,545</b>	<b>0.00</b>
Administrative Employee Salaries	27,981	0	27,981	27,981	0	27,981	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	17,866	0	17,866	17,866	0	17,866	0.00
Office Expenses	5,000	0	5,000	5,000	0	5,000	0.00
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	38,688	0	38,688	38,688	0	38,688	0.00
Other Admin. Expenses	7,777	0	7,777	7,777	0	7,777	0.00
<b>Total Operating Admin. Costs</b>	<b>97,312</b>	<b>0</b>	<b>97,312</b>	<b>97,312</b>	<b>0</b>	<b>97,312</b>	<b>0.00</b>
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	117	0	117	117	0	117	0.00
<b>Total Tenant Services</b>	<b>117</b>	<b>0</b>	<b>117</b>	<b>117</b>	<b>0</b>	<b>117</b>	<b>0.00</b>
Water	15,670	0	15,670	15,670	0	15,670	0.00
Electricity	1,887	0	1,887	1,887	0	1,887	0.00
Gas	321	0	321	321	0	321	0.00
Sewer	10,500	0	10,500	10,500	0	10,500	0.00
<b>Total Utilities-Project</b>	<b>28,378</b>	<b>0</b>	<b>28,378</b>	<b>28,378</b>	<b>0</b>	<b>28,378</b>	<b>0.00</b>
Maintenance Salaries	22,456	0	22,456	22,456	0	22,456	0.00
Maintenance Materials	827	0	827	827	0	827	0.00
Maintenance Contract Costs	22,430	0	22,430	22,430	0	22,430	0.00
Maintenance Fringe Benefits	13,764	0	13,764	13,764	0	13,764	0.00
<b>Total Maintenance Costs</b>	<b>59,477</b>	<b>0</b>	<b>59,477</b>	<b>59,477</b>	<b>0</b>	<b>59,477</b>	<b>0.00</b>
Protective Services	1,822	0	1,822	1,822	0	1,822	0.00
Insurance-Liab/Property/Auto	6,122	0	6,122	6,122	0	6,122	0.00
Other General Expenses	226	0	226	226	0	226	0.00
PILOT	9,042	0	9,042	9,042	0	9,042	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
<b>Total Other Operating Expenses</b>	<b>17,211</b>	<b>0</b>	<b>17,211</b>	<b>17,211</b>	<b>0</b>	<b>17,211</b>	<b>0.00</b>
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>202,494</b>	<b>0</b>	<b>202,494</b>	<b>202,494</b>	<b>0</b>	<b>202,494</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>120,051</b>	<b>0</b>	<b>120,051</b>	<b>120,051</b>	<b>0</b>	<b>120,051</b>	<b>0.00</b>
Capital Fund Transfers In	0	0	0	0	0	0	0.00
Capitalized Assets & Work in Progress	0	0	0	0	0	0	0.00
<b>NET CASH FLOW</b>	<b>120,051</b>	<b>0</b>	<b>120,051</b>	<b>120,051</b>	<b>0</b>	<b>120,051</b>	<b>0.00</b>



**Housing Authority of the County of Butte**  
**CAPITAL FUNDS INCOME STATEMENT**  
**October 31, 2021**

**YTD %**  
**8.33**

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	7,461	0	7,461	7,461	0	7,461	0.00
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	0	0	0	0	0	0	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
<b>TOTAL REVENUES</b>	<b>7,461</b>	<b>0</b>	<b>7,461</b>	<b>7,461</b>	<b>0</b>	<b>7,461</b>	<b>0.00</b>
Administrative Employee Salaries	2,856	0	2,856	2,856	0	2,856	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	405	0	405	405	0	405	0.00
Office Expenses	68	0	68	68	0	68	0.00
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	2,098	0	2,098	2,098	0	2,098	0.00
Other Admin. Expenses	0	0	0	0	0	0	0.00
<b>Total Operating Admin. Costs</b>	<b>5,427</b>	<b>0</b>	<b>5,427</b>	<b>5,427</b>	<b>0</b>	<b>5,427</b>	<b>0.00</b>
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	0	0	0	0	0	0	0.00
<b>Total Tenant Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Water	0	0	0	0	0	0	0.00
Electricity	0	0	0	0	0	0	0.00
Gas	0	0	0	0	0	0	0.00
Sewer	0	0	0	0	0	0	0.00
<b>Total Utilities-Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	0	0	0	0	0	0	0.00
Maintenance Contract Costs	0	0	0	0	0	0	0.00
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Protective Services	0	0	0	0	0	0	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	0	0	0	0	0	0	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>5,427</b>	<b>0</b>	<b>5,427</b>	<b>5,427</b>	<b>0</b>	<b>5,427</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>2,034</b>	<b>0</b>	<b>2,034</b>	<b>2,034</b>	<b>0</b>	<b>2,034</b>	<b>0.00</b>
Transfers to PH	0	0	0	0	0	0	0.00
Capital Assets	2,034	0	2,034	2,034	0	2,034	0.00
<b>NET CASH FLOW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

**Housing Authority of the County of Butte**  
**ROSS GRANT (FSS) INCOME STATEMENT**  
**October 31, 2021**

**YTD %**  
**8.33**

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	8,155	0	8,155	8,155	0	8,155	0.00
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	0	0	0	0	0	0	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Mortgage Interest Income	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
<b>TOTAL REVENUES</b>	<b>8,155</b>	<b>0</b>	<b>8,155</b>	<b>8,155</b>	<b>0</b>	<b>8,155</b>	<b>0.00</b>
Administrative Employee Salaries	0	0	0	0	0	0	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	0	0	0	0	0	0	0.00
Office Expenses	0	0	0	0	0	0	0.00
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	0	0	0	0	0	0	0.00
Other Admin. Expenses	0	0	0	0	0	0	0.00
<b>Total Operating Admin. Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Tenant Service-Salaries	4,724	0	4,724	4,724	0	4,724	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	3,431	0	3,431	3,431	0	3,431	0.00
Resident Services	0	0	0	0	0	0	0.00
<b>Total Tenant Services</b>	<b>8,155</b>	<b>0</b>	<b>8,155</b>	<b>8,155</b>	<b>0</b>	<b>8,155</b>	<b>0.00</b>
Water	0	0	0	0	0	0	0.00
Electricity	0	0	0	0	0	0	0.00
Gas	0	0	0	0	0	0	0.00
Sewer	0	0	0	0	0	0	0.00
<b>Total Utilities-Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	0	0	0	0	0	0	0.00
Maintenance Contract Costs	0	0	0	0	0	0	0.00
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Protective Services	0	0	0	0	0	0	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	0	0	0	0	0	0	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>8,155</b>	<b>0</b>	<b>8,155</b>	<b>8,155</b>	<b>0</b>	<b>8,155</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Assets Purchased	0	0	0	0	0	0	0.00
<b>NET CASH FLOW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

**Housing Authority of the County of Butte  
SHELTER PLUS CARE - ALL GRANTS  
October 31, 2021**

**YTD %  
8.33**

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	3,920	0	3,920	3,920	0	3,920	0.00
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	0	0	0	0	0	0	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Mortgage Interest Income	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
<b>TOTAL REVENUES</b>	<b>3,920</b>	<b>0</b>	<b>3,920</b>	<b>3,920</b>	<b>0</b>	<b>3,920</b>	<b>0.00</b>
Administrative Employee Salaries	548	0	548	548	0	548	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	308	0	308	308	0	308	0.00
Office Expenses	3	0	3	3	0	3	0.00
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	0	0	0	0	0	0	0.00
Other Admin. Expenses	0	0	0	0	0	0	0.00
<b>Total Operating Admin. Costs</b>	<b>859</b>	<b>0</b>	<b>859</b>	<b>859</b>	<b>0</b>	<b>859</b>	<b>0.00</b>
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	0	0	0	0	0	0	0.00
<b>Total Tenant Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Water	0	0	0	0	0	0	0.00
Electricity	0	0	0	0	0	0	0.00
Gas	0	0	0	0	0	0	0.00
Sewer	0	0	0	0	0	0	0.00
<b>Total Utilities-Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	0	0	0	0	0	0	0.00
Maintenance Contract Costs	0	0	0	0	0	0	0.00
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Protective Services	0	0	0	0	0	0	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	0	0	0	0	0	0	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	3,061	0	3,061	3,061	0	3,061	0.00
Fraud Losses	0	0	0	0	0	0	0.00
<b>Total Other Costs</b>	<b>3,061</b>	<b>0</b>	<b>3,061</b>	<b>3,061</b>	<b>0</b>	<b>3,061</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b>3,920</b>	<b>0</b>	<b>3,920</b>	<b>3,920</b>	<b>0</b>	<b>3,920</b>	<b>0.00</b>
<b>RETAINED EARNINGS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
Capital Fund Transfers	0	0	0	0	0	0	0.00
<b>NET CASH FLOW</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM  
CALENDAR YEAR 2021**

HCV FSS GRANT (old)	134,423	FY 2021 ADMIN FEES	97,700
PHA HELD HAP-current	417,790	POST-2003 ADMIN FEES	1,017,672
HUD HELD HAP@12/31/20	2,853,668	INV. IN CAP ASSETS	98,600
CARES ACT HAP Bal	incl above	CARES ACT AF Bal	27,026

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	1,106,203	1,076,592	1,084,371	1,151,268	1,212,566	1,210,891	1,201,699	1,153,930	1,149,393	1,149,393			1,106,203
BEG. INVESTED IN CAPITAL ASSETS	124,033	121,207	118,381	115,555	112,729	109,903	107,077	104,251	101,425	98,600			124,033
HUD ADMIN FEE REVENUE	126,153	126,153	188,542	155,167	128,837	128,088	128,088	128,088	128,088	128,088			1,365,292
FRAUD RECOVERY	1,863	1,788	2,457	4,638	1,843	1,625	2,154	4,358	5,558	2,689			28,971
INTEREST INCOME / GAIN or LOSS INV	-2,253	19,744	11,001	35,362	9,616	14,997	6,336	15,684	-36,203	-34,162			40,121
DEPRECIATION (reduces Capital Assets)	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826	-2,826			-28,259
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	11	0	0	0	0			11
ADMINISTRATIVE EXPENDITURES	-155,373	-139,905	-135,104	-133,868	-141,971	-153,912	-184,346	-152,667	-131,465	-124,487			-1,453,098
ENDING ADMIN RESERVE BALANCE	1,197,799	1,202,753	1,266,823	1,325,295	1,320,794	1,308,777	1,258,182	1,250,819	1,213,971	1,217,295	0	0	1,183,274
YTD Change in Admin.	-32,437	-27,484	36,587	95,059	90,558	78,540	27,945	20,582	-16,265	-12,941			-46,963
ADMINISTRATIVE CARES ACT 2020	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HUD CARES ACT 2020 ADMIN REVENUE	23,079	22,008	33,766	30,794	31,571	23,428	16,700	15,706	2,212	16,837			216,100
CARES ACT 2020 ADMIN EXPENDITURES	-23,079	-22,008	-33,766	-30,794	-31,571	-23,428	-16,700	-15,706	-2,212	-16,837			-216,100
ENDING CARES ACT ADMIN BALANCE	0	0	0	0	0	0	0	0	0	0	0	0	0
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	271,274	343,267	362,460	367,411	358,566	362,314	83,427	191,321	267,773	334,287			271,274
HUD HAP REVENUE	1,216,637	1,216,637	1,202,314	1,186,163	1,246,777	992,892	1,222,747	1,222,747	1,253,450	1,253,450			12,013,814
FRAUD RECOVERY	1,863	1,788	2,457	4,638	1,843	1,625	2,154	4,358	5,558	2,689			28,971
FSS FORFEITURES	0	0	0	7,429	0	0	0	0	0	0			7,429
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0	0			0
HOUSING ASSISTANCE PAYMENTS	-1,146,506	-1,199,232	-1,199,820	-1,207,075	-1,244,872	-1,273,404	-1,117,006	-1,150,653	-1,192,494	-1,172,636			-11,903,698
ENDING HAP RESERVE BALANCE	343,267	362,460	367,411	358,566	362,314	83,427	191,321	267,773	334,287	417,790	0	0	417,790
YTD Change in HAP	71,993	91,186	96,137	87,292	91,040	-187,847	-79,953	-3,501	63,013	146,516			146,516
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988			15,649,880
HAP EXPENDITURES (Current Month)	1,194,154	1,188,755	1,205,360	1,220,586	1,232,855	1,212,379	1,152,944	1,157,249	1,166,780	1,184,770			11,915,832
CY 2020 HAP BUDGET UTILIZATION	76%	76%	77%	78%	79%	77%	74%	74%	75%	76%			76%
BUDGET AVAILABLE (YTD)	1,564,988	3,129,976	4,694,964	6,259,952	7,824,940	9,389,928	10,954,916	12,519,904	14,084,892	15,649,880			15,649,880
TOTAL HAP EXPENDITURES (YTD)	1,194,154	2,382,909	3,588,269	4,808,855	6,041,710	7,254,089	8,407,033	9,564,282	10,731,062	11,915,832			11,915,832
BUDGET REMAINING (YTD)	370,834	747,067	1,106,695	1,451,097	1,783,230	2,135,839	2,547,883	2,955,622	3,353,830	3,734,048			3,734,048
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,874	1,885	1,902	1,930	1,951	1,965	1,940	1,929	1,950	1,959			19,285
UNIT MONTH'S AVAILABLE	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236			22,360
OVER or (UNDER) LEASED	-362	-351	-334	-306	-285	-271	-296	-307	-286	-277	0	0	-3,075
CY 2021 VOUCHER UTILIZATION	84%	84%	85%	86%	87%	88%	87%	86%	87%	88%			86%
CY 2020 VOUCHER UTILIZATION	87%	88%	88%	88%	88%	87%	87%	86%	85%	85%	85%	85%	87%
CY 2021 AVERAGE HAP	637	631	634	632	632	617	594	600	598	605			618
CY 2020 AVERAGE HAP	619	627	630	634	632	635	634	631	624	614	621	617	627

Notes: Post-2003 Admin Fees include 2011 HAP Set-Aside of \$290,786  
 CY 2021 HAP Budget = \$20,026,663 (\$15,732,092 Renewal ABA + \$2,853,668 Reserves + \$193,813 New VASH + \$283 2020 reparation)  
 + 30 new VASH vouchers effective 1/1/2021

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

<b>UNITS LEASED SUMMARY</b>	<b>DEC'21</b>	<b>NOV'21</b>	<b>OCT'21</b>	<b>SEP'21</b>	<b>AUG'21</b>	<b>JUL'21</b>	<b>JUN'21</b>	<b>MAY'21</b>	<b>APR'21</b>	<b>MAR'21</b>	<b>FEB'21</b>	<b>JAN'21</b>
<b>BUTTE</b>												
ACC UNIT MONTHS	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1768	1771	1773	1765	1746	1754	1777	1767	1746	1720	1707	1694
<b>VOUCHER UTILIZATION %</b>	<b>90.43%</b>	<b>90.59%</b>	<b>90.69%</b>	<b>90.28%</b>	<b>89.31%</b>	<b>89.72%</b>	<b>90.90%</b>	<b>90.38%</b>	<b>89.31%</b>	<b>87.98%</b>	<b>87.31%</b>	<b>86.65%</b>
<b>GLENN</b>												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	65	65	65	67	66	68	68	67	65	65	60	60
<b>VOUCHER UTILIZATION %</b>	<b>74.71%</b>	<b>74.71%</b>	<b>74.71%</b>	<b>77.01%</b>	<b>75.86%</b>	<b>78.16%</b>	<b>78.16%</b>	<b>77.01%</b>	<b>74.71%</b>	<b>74.71%</b>	<b>68.97%</b>	<b>68.97%</b>
<b>VASH</b>												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	164	164	164
CURRENT LEASED	115	116	114	111	111	114	116	112	114	112	113	115
<b>VOUCHER UTILIZATION %</b>	<b>59.28%</b>	<b>59.79%</b>	<b>58.76%</b>	<b>57.22%</b>	<b>57.22%</b>	<b>58.76%</b>	<b>59.79%</b>	<b>57.73%</b>	<b>58.76%</b>	<b>68.29%</b>	<b>68.90%</b>	<b>70.12%</b>
<b>TOTAL</b>												
ACC UNIT MONTHS	2236	2236	2236	2236	2236	2236	2236	2236	2236	2206	2206	2206
CURRENT LEASED	1948	1952	1952	1943	1923	1936	1961	1946	1925	1897	1880	1869
<b>VOUCHER UTILIZATION %</b>	<b>87.12%</b>	<b>87.30%</b>	<b>87.30%</b>	<b>86.90%</b>	<b>86.00%</b>	<b>86.58%</b>	<b>87.70%</b>	<b>87.03%</b>	<b>86.09%</b>	<b>85.99%</b>	<b>85.22%</b>	<b>84.72%</b>

<b>HAP SUMMARY*</b>	<b>DEC'21</b>	<b>NOV'21</b>	<b>OCT'21</b>	<b>SEP'21</b>	<b>AUG'21</b>	<b>JUL'21</b>	<b>JUN'21</b>	<b>MAY'21</b>	<b>APR'21</b>	<b>MAR'21</b>	<b>FEB'21</b>	<b>JAN'21</b>
ACC BUDGET	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310	\$ 1,567,310
ACTUAL HAP	\$ 1,165,441	\$ 1,196,548	\$ 1,189,096	\$ 1,157,963	\$ 1,152,365	\$ 1,147,305	\$ 1,206,177	\$ 1,229,097	\$ 1,215,317	\$ 1,199,964	\$ 1,185,415	\$ 1,171,441
PER UNIT COST	\$ 598	\$ 613	\$ 609	\$ 596	\$ 599	\$ 593	\$ 615	\$ 632	\$ 631	\$ 633	\$ 631	\$ 627
<b>BUDGET UTILIZATION %</b>	<b>74.36%</b>	<b>76.34%</b>	<b>75.87%</b>	<b>73.88%</b>	<b>73.52%</b>	<b>73.20%</b>	<b>76.96%</b>	<b>78.42%</b>	<b>77.54%</b>	<b>76.56%</b>	<b>75.63%</b>	<b>74.74%</b>

<b>ACTIVITY SUMMARY</b>	<b>DEC'21</b>	<b>NOV'21</b>	<b>OCT'21</b>	<b>SEP'21</b>	<b>AUG'21</b>	<b>JUL'21</b>	<b>JUN'21</b>	<b>MAY'21</b>	<b>APR'21</b>	<b>MAR'21</b>	<b>FEB'21</b>	<b>JAN'21</b>
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	30	34	34	36	40	41	72	85	84	86	88	89
ZERO HAP	15	14	16	24	17	17	17	14	14	14	13	16
UTILITY ASSISTANCE PAYMENTS	80	82	69	57	57	56	51	51	52	50	51	52
NEW ADMISSIONS	**	22	19	30	40	28	24	45	58	49	36	45
INITIAL VOUCHERS SEARCHING	222	170	195	242	291	277	283	326	298	288	234	229
ACTUAL/ESTIMATED EOP	22	15	13	15	14	23	48	29	25	24	14	26
REMAIN ON WAITING LIST	2668	2819	2963	3112	3355	3940	4226	1814	1973	2107	2505	2723

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

\*\*No data.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
VACANCY REPORT AS OF THE 1ST OF THE MONTH  
2021**

HOUSING AUTHORITY OWNED PROPERTIES													
	Gridley FLH		Open Market Units										
Location	FLH	Demo	Other	Gridley Springs II	Cameo	Locust	Alamont	Evanswood	Kathy Ct	Lincoln	Park Place	Total	Occupancy
# of Units	116*	7	2	24	20	10	30	30	0 (12)	18	40	174	%
Dec-21	11**	1	0	0	1	0	0	2	12***	1	1	5	97.1%
Nov-21	11**	1	0	0	2	0	0	4	12***	0	1	7	96.0%
Oct-21	15**	0	0	0	1	0	0	3	12***	0	1	5	97.1%
Sep-21	16**	0	0	0	1	0	2	4	12***	1	1	9	94.8%
Aug-21	16**	0	0	0	1	0	1	2	12***	1	1	6	96.6%
Jul-21	15**	0	0	0	1	0	0	0	12***	0	1	2	98.9%
Jun-21	15**	0	0	0	1	0	0	0	12***	0	0	1	99.4%
May-21	16**	0	0	0	1	1	0	0	12***	0	0	2	98.9%
Apr-21	16**	0	0	0	2	0	0	0	12***	0	0	2	98.9%
Mar-21	17**	0	0	0	2	0	4	0	12***	0	0	6	96.6%
Feb-21	16**	1	0	0	2	0	3	0	12***	0	2	7	96.0%
Jan-21	18**	1	0	0	3	0	3	0	12***	0	1	7	96.0%

\* Unit count adjusted by units offline - (14) uninhabitable and (9) less units due to rehab reconfiguration.

\*\* Vacancy rate does not include units offline for construction; (9) units.

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

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		%
# of Units	50	20	100	60	45	20	50	345	%
Dec-21	0	0	5	0	0	1	0	6	98.3%
Nov-21	1	0	5	1	0	1	0	8	97.7%
Oct-21	1	0	4	3	0	1	0	9	97.4%
Sep-21	1	0	3	5	0	1	0	10	97.1%
Aug-21	1	1	1	1	1	1	0	6	98.3%
Jul-21	2	0	1	1	0	1	1	6	98.3%
Jun-21	1	0	1	1	0	2	1	6	98.3%
May-21	0	0	2	0	0	1	1	4	98.8%
Apr-21	0	1	0	2	0	1	1	5	98.6%
Mar-21	1	0	2	2	0	1	1	7	98.0%
Feb-21	3	0	4	1	0	1	1	10	97.1%
Jan-21	2	0	5	1	0	1	1	10	97.1%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Dec-21	3
Nov-21	0
Oct-21	0
Sep-21	1
Aug-21	2
Jul-21	3
Jun-21	5
May-21	3
Apr-21	3
Mar-21	2
Feb-21	1
Jan-21	3

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Dec-21	3	0	0	0
Nov-21	3	0	2	0
Oct-21	4	0	0	0
Sep-21	4	1	2	0
Aug-21	3	1	1	0
Jul-21	3	0	0	1
Jun-21	4	0	1	1
May-21	3	0	1	1
Apr-21	1	0	1	0
Mar-21	2	0	2	2
Feb-21	3	0	2	0
Jan-21	4	0	2	1

## Public Housing

### Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	15 Transfer list	3+	191	8+	141	8+
2	162	7+			104	6+
3	37	3+	24	1+	25	4+
4	21	5+			11	3+
5					3	5+

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

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

### Waiting List: Number of ADA Requested Units

Bedroom Size	Chico	# PH	Oroville	# PH	Gridley/Biggs	# PH
1	0	3	25		11	2
2	3	7			2	
3	1	2	1	6	1	
4	0	4+			0	
5					0	

## MEMO

Date: December 10, 2021

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Status of HACB Construction Projects

As of December 08, 2021, the status of HACB construction activity follows:

- Public Housing – All sites. Abatement and replacement of asbestos-containing floor tiles; Three (3) units have been completed during the 2020/2021 fiscal year to date; 128 of 232 Public Housing units have been completed overall.
- Public Housing – Energy Conservation. Electrical Fixture replacements in planning, project bidding planned for Winter of 2021/2022.
- Public Housing – Landscape Improvements (43-13) Shelton Oaks and Rhodes Terrace. A project has been organized to replace landscape at Shelton Oaks with new hardscape, drought tolerant plants, replace irrigation, and replace site signage. Rhodes Terrace improvements will include site signage replacement, perimeter fence brush removal, site drainage improvements, and selective plant infill. Project bidding expected during the winter 2021/2022 with construction planned for the spring of 2022.
- Public Housing – HVAC System Replacements (43-01, 02), Gridley and Biggs. A project has been organized to replace a total of twenty (20) roof mounted gas/electric package HVAC units which have reached the end of their useful life. Project bids have been received with contract award forthcoming.
- HACB Main Office – Safety and Security Improvements. A project has been organized to address virus mitigation and building security improvement needs at the 2039 Forest Avenue office. Project construction is substantially complete with final completion expected during December.
- Farm Labor Housing – Combined Phase II & III Rehab. Overall, project construction is 100% complete. HACB continues to work with USDA-RD to pursue all avenues for funding to continue with future rehab phases. HACB is also investigating application for State Joe Serna Jr. Farmworker Housing funds, which may provide up to \$10 million per application.
- Kathy Court Apts, Paradise – Rebuild of Kathy Court Apts, 12-unit, two story apartment building consisting of 2 one-bedroom, 8 two-bedroom, and 2 three-bedroom residential units.

*December 10, 2021  
HACB Construction Status Memo  
pg. 1*



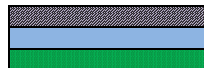
- Basis Architecture met the mid-September construction permit plan check submittal deadline. Meeting this deadline has preserved the property’s “grandfathered” status post-Camp Fire Disaster.
  - First round plan check comments have been received and Project Construction Documents updates are underway in preparation for revision submittal. Project Bid Manual preparation is underway.
  - To date, the existing septic system leach field has been determined intact, though recent inspection has revealed the septic tank to be cracked, requiring replacement during building construction. The property has been cleared of dead trees and fire debris, and is being maintained by property manager, RSC.
  - Financing is being sought to complete assembly of funds necessary for reconstruction. Thus far, 2020A Bond proceeds and PG&E Claim funds have been identified. CDBG-DR monies are being considered. The PG&E Claim settlement will clarify the financial needs.
- 2131 Fogg Avenue – Development Initiative. Two build-out approaches are being evaluated:
    - Small House Manufactured Option: HMR Architects Schematic Design Option 2A, which includes 16 single family home style manufactured units with individual unit driveway access, with a mix of 14 one-bedroom units and 2 two-bedroom units.
    - Traditional Multifamily Option: by way of comparison and analysis, HMR Architects has completed schematic design plans using traditional multifamily construction methods. The alternate yields 18 units at the site (16 one-bedroom and 2 two-bedroom).
    - Feasibility Construction Cost Estimating: Cost estimating of the Small House Manufactured Option vs Traditional Multifamily Option has been reviewed in conjunction with Nick Benjamin, Executive Director of the California Affordable Housing Agency. Nick is an expert in the modular and manufactured housing market; based on Nick’s review it has been determined that further analysis is needed, regarding actual delivery potential.
    - The next step is to meet with a local manufactured housing dealer working and delivering product within Butte County. This will provide a better understanding of the local inventory, delivery availability and local cost impacts relating to manufactured housing and feasibility of this option.
- 2020A Bond Renovations - Renovation work to be accomplished at the six (6) properties financially leveraged by the Bond issuance.
    - Most of the work identified in the Property Condition Assessments will be completed by property manager RSC Associates through the course of operations, supported by the architect in providing specifications to materials and products.
    - HMR Architects, Inc has been contracted to provide architecture for the 2020A Bond Renovation beginning with two (2) major rehab efforts, involving the remediation of the stucco siding at Evanswood Apartments, Oroville, and reconstruction of the stair access and balcony assemblies at the Lincoln Apartments, Chico.
      - HMR Architects has completed Design Development work for Evanswood Estates and is well underway preparing Construction Documents. These designs are expected to be submitted for City of Oroville review during the month of December.
      - Design Development work is underway for Lincoln Apartments. These designs are expected to be ready for jurisdictional planning review during early January.
- Gridley Farm Labor Housing’s Commercial Structures- A project is being organized to address partial siding replacement, select exterior door replacement and full exterior paint of the four (4) buildings occupied by E. Center and Mi C.A.S.A. All planned work is subject to lead abatement protocols. Construction documents have been prepared with contractor bidding underway.

*December 10, 2021  
HACB Construction Status Memo  
pg. 2*

12 Month HACB Project Schedule - December 08, 2021

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22
<b>FLH</b>															
1		Phase (II & III) Combined Unit Rehab - CM	\$236,937.00												
1		Phase (II & III) Combined Unit Rehab - Construction (11 Buildings)	\$6,140,849.00												
3		Admin Building- Gutters, Downspout, Paint	\$35,000.00												
1		1567 Booth Commercial Buildings: E Center and Micasa Siding And Paint	\$138,000.00												
<b>Public Housing</b>															
2		Energy Performance - Electrical	\$254,380.00												
3		ADA Units upgrade (43-10)	\$213,000.00												
1		HVAC Replacement (43-01,02)	\$149,035.70												
1		ACM Tile Abatement	\$58,484.00												
1		Landscape Improvements (43-13) Shelton Oaks and Rhodes Terrace	\$359,176.00												
4		Oro Dam Wall	\$250,000.00												
3		PH Capital Fund Energy Audit	\$13,000.00												
1		AMP Wide Carbon Monoxide Detector Replacement	\$56,058.00												
<b>Chico Commons</b>															
Property repositioning and Refinance			Cost Estimates Pending												
1	Subject to refinance	Gutters and Downspout Replacement	Cost Estimates Pending												
1	Subject to refinance	Exterior Building Paint	Cost Estimates Pending												
2	Subject to refinance	HVAC Replacements	Cost Estimates Pending												
3	Subject to refinance	Cabinets, Interior Work	Cost Estimates Pending												
<b>Walker Commons</b>															
Property repositioning and Refinance			Cost Estimates Pending												
2	Subject to refinance	Architecture: Window, HVAC, Siding Repl.	Cost Estimates Pending												
3	Subject to refinance	Siding Repl/ Gutter and Downspout Repl/ Window	Cost Estimates Pending												
3	Subject to refinance	HVAC	Cost Estimates Pending												
3	Subject to refinance	ADA Path of Travel	Cost Estimates Pending												
<b>DAC's Reports</b>															
1		Update ALL reports in ALL projects	\$1,200.00												
<b>Evanswood Apts</b>															
		Architecture: Exterior Stucco and Siding Improvement Project	\$93,900.00												
		Construction: Exterior Stucco and Siding Improvement Project	\$1,676,916.99												
<b>Lincoln Apts.</b>															
		Architecture: Exterior Stairway and Balcony Imp Project	\$155,500.00												
		Construction: Exterior Stairway and Balcony Imp Project	\$1,694,032.00												
<b>Alamont Apts.</b>															
<b>Park Place Apts.</b>															
<b>Cordillera Apts.</b>															
<b>Locust Apts.</b>															
<b>Kathy Court Apts.</b>															
		Dev. Site Plan and Survey	\$15,813.00												
		Dev. Architecture	\$355,555.00												
		Dev. Construction	\$4,298,824.00												
<b>2131 Fogg Avenue</b>															
3		Dev. Architecture: Small House Option, Schematic Plan	\$13,000.00												
3		Dev. Architecture: Traditional Option, Schematic Plan	\$8,650.00												
3		Dev. Architecture: Small House Initiative, Design Development	TBD												
<b>2039 Forest Avenue</b>															
1		Virus Mitigation and Security Improvements	\$259,535.12												
<b>Total next 12 months</b>			<b>\$16,476,845.81</b>												

501-19	Obligation Start:	4/16/2019
	Obligation End:	10/15/2022
	Disbursement End:	10/15/2024
501-20	Obligation Start:	3/26/2020
	Obligation End:	9/25/2023
	Disbursement End:	9/25/2025
501-21	Obligation Start:	2/23/2021
	Obligation End:	2/22/2023
	Disbursement End:	2/22/2025



Design/Bid Phase  
Construction Phase  
Completed

## MEMO

Date: December 10, 2021

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Public Housing - Capital Fund Status Report

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

This Capital Fund is 38% obligated and 36% expended. Projects Include:

- **ACM Tile Replacement** – All concrete-block units – ongoing, sixteen (16) units have been completed to date using these Capital Fund monies.
- **Five-year Environmental Review** – All Public Housing Units, perform required CFR 24 Part 58 Environmental Review of improvement and maintenance projects planned for the next five-year period, reviews have been submitted to HUD for review. Project Complete.
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to full accessibility standards, in planning.
- **HVAC Replacements – Biggs (43-2A)** Replace Five (5) failing package HVAC units, Construction Complete.
- **HVAC Replacements** – 43-01, Replace one (1) package HVAC unit. Project complete.
- **HVAC Replacements – Gridley and Biggs (43-1A,1B,04 and 43-2A,2B)** Replace twenty (20) package HVAC units that have reached the end of their useful life. Project bids have been received, contract award process underway.
- **HVAC Replacements – Gardella (43-14)** Replace One (1) failing split system Furnace, Construction Complete.
- **Sewer Service Line Replacements** – select Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B, 03), in planning.
- **Landscape Upgrades** – Landscape replacement, Shelton Oaks, Rhodes Terrace 43-13, project currently out to Public Bid. Project value engineering underway with expected rebid early 2022.
- **Landscape Upgrades** – Individual Water Meter replacement for Gridley Units (43-1A, 1B 04), in planning.

*December 10, 2021  
HUD Public Housing Capital Fund Report  
pg. 1*

- **Window and Door Security Screen Improvements** – 115 Nelson Avenue Community Room & Maintenance Shop, Installation of window and door security screens to prevent vandalism. Project Complete.

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

This Capital Fund is 21% obligated and 14% expended. Projects Included:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Energy Conservation Work** – Building improvements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **HVAC Replacements** – Replace select failing package HVAC units, in planning.
- **Water Heater Replacement Project** – Countywide, replace water heaters which have reached the end of their useful life, in planning
- **Landscape Upgrades** – Landscape replacement, Shelton Oaks, Rhodes Terrace 43-13, project landscape design work underway. Project value engineering underway with expected rebid early 2022.
- **Landscape Upgrades** – Individual Water Meter replacement for Gridley Units (43-1A, 1B 04), in planning.
- **Roof Replacements** – Select Units. Replace aging and failing roofing systems fascia, soffit, gutters and downspouts, in planning.
- **Window and Door Improvements** – Concrete Block Units (Select: Gridley, Biggs, and Chico), replace failing existing windows and door systems, in planning.
- **Exterior Paint** – Select, Concrete Block Units, in planning
- **Exterior Paint and Stucco Repair** – Winston Gardens (43-10), in planning.
- **Site Security Improvements** – Select common areas and buildings, sites impacted by increases in crime vandalism or tenant safety concerns, in planning.
- **Site Fencing** – Select Units, replacement and installation of perimeter and unit demising fencing systems, in planning.

**Capital Fund 501-21, Funding Amount \$913,365**

This Capital Fund is 10% obligated and 0% expended. Projects Planned:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Energy Conservation Work** – Building improvements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **HVAC Replacements** – Replace select failing package HVAC units, in planning.

- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **Landscape Upgrades** – Landscape replacement, Gardella Apts, 43-14, in planning.
- **Resurfacing of Roadways** – Rhodes Terrace, Shelton Oaks (43-13), Winston Gardens (43-10), Gardella (43-14), Hammon Park, Oro Dam Blvd (43-15), in planning.
- **Roof Replacements** – Select Units. Replace aging and failing roofing systems fascia, soffit, gutters and downspouts, in planning.
- **Exterior Paint and Stucco Repair** – Winston Gardens (43-10), in planning.

**Capital Fund 501-19, Safety and Security Grant Funding Amount \$56,058.00**

This Capital Fund is 47% obligated and 0% expended

- **Carbon Monoxide Replacement** – Amp wide replacement of aging Carbon Monoxide detectors in all Public Housing units. Project material procurement is underway with expected installations starting January 2022.

## MEMO

Date: December 10, 2021

To: HACB Board of Commissioners

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

Subject: Farm Labor Housing, Gridley – status report

Newly retained third-party property manager, AWI, Inc., is now in place on site, having worked through a transition from HACB management, since October 1<sup>st</sup>, in taking on management of the site's USDA-RD and Demonstration program residential units. HACB will still manage the commercial lease buildings at the property. Management transition work is now substantially complete.

As of December 1, 2021, there are a total of (82) occupied units. Additionally, we have (9) units that are being kept offline because they fall in Phase IV of the ongoing rehab work, and (14) units deemed uninhabitable because of their age, condition, and relative high price (a function of the USDA's operational system); so consequently, there are (11) units available for occupancy. There are currently (11) applicants on our waiting list. There is (1) "intent to vacate notice" from a resident that will be moving out of state and there are no unlawful detainers at this time.

We are in the process of obtaining bids to make repairs to the Standby Well, which is now seeing an underground leak from aging piping - so far, we have (1) bid from Durham Pump, and seek to get another (2-3) bids for this project. Also, staff is reaching out to tree service vendors to have a top-heavy tree thinned on Sussex Avenue, a tree that now presents a safety hazard to residents. Lance Andes, FLH water system operator, repaired an air leak on one of the holding tanks of the primary well on December 8, 2021. The second holding tank will need to be replaced and management is acquiring bids for replacement. AWI staff has recently purchased a set of batteries for the property's golf cart, which will provide for AWI maintenance and office staff mobility around the property.

On-site security reports no significant issues on the property at this time. AWI maintenance staff continue to work on vacancy make-readies and work orders. Sierra Landscaping is currently servicing the landscaping needs of the property. However, AWI staff is putting the landscaping contract out to bid and should have (2-3) bids before the end of this month.

Monthly food distribution was held on December 7 2021, from 3-6 pm in the Community Room. To help ensure the safety of our residents, all of the food is pre-packaged and distributed by Mi CASA staff wearing PPE. The Promotors program, a North Valley Catholic Social Services initiative, is now providing an on-site Dual Language Learning (DLL) program to children ages 0-5 years. The program will compliment the Mi CASA Afterschool program, in working with younger children to help improve linguistic and cognitive skills, and academic outcomes in school. The service is free of charge to all residents and will be run out of the Community Room on Staff

Drive, now leased to Promotores. AWI maintenance recently replaced the front entry door to the Community Room along with one of the adjacent bathroom doors, to better accommodate Promotores staff and residents attending the DLL program.

Mi C.A.S.A.'s Fall Session of classes are coming to an end this month and both students and staff will be on Winter Break for (2) weeks, and then resume classes in early January, 2022. Mi C.A.S.A. staff continues to report (25-30) students in attendance on a daily basis. Mi C.A.S.A staff continues to utilize COVID-19 operations protocols.

Construction is complete for Rehab Phases II and III of the remodeling work. Additional funds are being sought to continue the work – USDA's national reorganization has left the property without Workout Plan funding. The property has been assigned a third program representative yet this year. 2022 rehab activity is jeopardized. State Joe Serna Jr. Farmworker Housing program funds are being investigated as an alternative.

Renovation/demolition/historic preservation of the historically significant 1930's era wooden units is now under consideration.

Exterior improvements to the commercial lease buildings, including the E Center and Mi CASA structures, which includes lead paint abatement, limited siding replacement and painting, are out to bid.

## MEMO

Date: December 10, 2021

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – HACB Owned Properties

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

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



**Alamont Apartments, Chico** – As of the first of the December there continues to be (0) vacancies. Four (4) residents owe rent, (1 partial rent and 3 total rent). Two households are awaiting payment from the state Rent Relief Program, and there is one eviction in process. The new on-site manager, Donna Bennett, is settling into her new job. The property continues to perform consistently.

**Cordillera/Cameo Apartments, Chico** - The property currently has one (1) vacancy. One unit was re-rented, and the remaining unit RSC is working with Behavioral Health to fill, as it is a reserved unit. The majority of the monthly rent was collected for the month, with the exception of partial payments being received from the Butte County Behavioral Health SEARCH program on behalf of their clients.





**Evanswood Estates Apartments, Oroville** – This property currently has two (2) vacancies, down from the four (4) from the previous month. The RSC narrative reiterates the current turnover and status of

vacant units. We had one household not pay full rent for the month and also had one partial rent for another. As you are aware, property insurance will cover the rent lost for fire-damaged units #28 and #71. Insurance-paid fire mitigation and reconstruction continues for these units. The buildings need repair and upgrade to exterior siding, to ensure integrity into the future. Exterior building work is planned to be addressed in 2022; HMR Architects has been retained to generate the bid documents for exterior remediation. Recently purchased Units #21, #25, and #33 are fully occupied, with 100% of the rent having been collected

**Gridley Springs II, Gridley** (24 units, Family, Owner: HACB, PM: Sackett Corporation) The property currently has zero (0) vacancy. 100% of the rent was collected for the month. The property continues to perform above budget as both YTD income and operating expenses are better than budgeted. The property conducted and completed annual interior inspections of all units. Miquel Aguirre is the new maintenance person assigned to the property.

**Kathy Court Apartments, Paradise** – Kathy Court, burnt to the ground in the Camp Fire, has seen plan documents submitted to the Town of Paradise, preserving the “grandfathered” status of the non-conforming zoning use. Development of an operations pro-forma and completion of construction estimating will facilitate the next step in property development: financing. Financing is anticipated to include HACB 2020A Bond proceeds, CDBG Disaster Recovery funds, and PG&E lawsuit settlement monies. It is yet undetermined at present whether sufficient funds can be secured to re-build the property. We have been informed by HARRP, our insured provider, that property and liability insurance will not be renewed. Alternate insurance providers will be sought, it is anticipated the significant increases in premiums will be confronted.



**Lincoln Apartments, Chico** – Lincoln Apartments has one (1) vacancy as of the 1<sup>st</sup> of December. All rent was collected for the month. HMR Architects has developed plans for building upgrades, focused on the exterior walkways, stairways, and railing assemblies, windows, and heating and cooling systems. Exterior painting will follow the walkway improvements. Walkway work and parking lot repair will occur in 2022.

**Locust Apartments, Chico** - The property continues to have zero (0) vacancy as of the 1<sup>st</sup> of the month. In terms of rent collection for the month, all rents were collected, with the exception of one household who owes partial rent. With the property's low vacancy loss, it is performing better than budget.



**Park Place Apartments, Oroville** – The property has one (1) vacancy as of the first of the December, with a new move in happening later this month. One unit did not pay rent for the month, 3<sup>rd</sup> party property manager, RSC & Associates, is working on collection.

**2131 Fogg Ave, Oroville** – This single family “Demo” house is occupied. HMR Architects has been retained to schematically explore site use, principally, the exploration of use of “small houses” in building out the property. Design development and analysis work is underway.



December 6, 2021

Ed Mayer  
Executive Director  
Housing Authority of the County of Butte  
2039 Forest Ave  
Chico, CA 95928

RE: November 2021 HACB Monthly Financial Package

Dear Mr. Mayer:

Below is a summary of the November 2021 key operational activities and highlights of significant financial results for HACB properties managed by RSC. For additional details, please review the following financial reports provided for each property:

1. Cash Flow Summary
2. Balance Sheet
3. Budget Comparison
4. General Ledger
5. Trial Balance
6. Tenant Rent Roll
7. 12 Month Income Statement
8. 2021/2022 Performance Review
9. Capital Improvement Summary

**1519 Locust Apartments**

Move-in/Move-outs	There were no vacancies in November
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	Total	Budget Variance	
Monthly Total Revenue	\$7,563.45	\$663.45	Above budget
Operating Expenses	\$3,516.858	\$637.85	Above budget
Net Operating Income	\$4,046.60	\$25.60	Meeting budget
Capital Expenses	\$0.00	\$2,000.00	Below budget
Net Income	-\$1,050.40	\$1,882.40	Below budget



Mr. Ed Mayer, Executive Director  
Chico, California

### Monthly Highlights:

- **Rent collection** – Partial rent was collected from unit #5 who has applied for the ERA Program assistance, all others paid in full.
- **Occupancy** – 100% for November.
- **Service income** – higher than budget due to collection of cleaning and repairs and maintenance revenue for the move out of unit #4.
- **Turnover expenses** – higher than budget due to the labor and materials costs for the turnover for unit #4.
- **Maintenance expenses** – lower than budget due to no labor costs.
- **Capital improvements** – lower than budget since \$2,000.00 had been budgeted for the 2020A Capital Improvement, but there were no expenses for the month.

### Alamont Apartments

Move-in/Move-outs	There were no vacancies for the month of November. There was a move out on 11/28/21 for unit #16, but a tenant has been approved and is scheduled to move in on December 10th.
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	Total	Budget Variance	
Monthly Total Revenue	\$26,492.07	\$709.07	Above budget
Operating Expenses	\$8,964.55	\$923.55	Above budget
Net Operating Income	\$17,527.52	\$214.48	Below budget
Capital Expenses	\$0.00	\$10,717.00	Below budget
Net Income	\$1,481.52	\$6,693.48	Below budget

### Monthly Highlights

- **Occupancy** – 100% at the end of November.
- **Rent collection** – a partial payment was received from unit #15. Units #1 and #8 did not pay rent and have applied for rental assistance through the ERA Program. Unit #22 did not pay rent so we are pursuing an unlawful detainer.
- **Capital expenses** – there were no capital improvement expenditures for November, but \$10,717.00 had been budgeted for the 2020A Capital Improvements.

### Cordillera/Cameo Drive Apartments

Move-in/Move-outs	There was a move in at unit #45-2B, and 49-3A is still vacant, both of which were Behavioral Health tenants.
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	Total	Budget Variance	
Monthly Total Revenue	\$15,732.42	\$353.58	Below Budget
Operating Expenses	\$8,759.56	\$1,938.56	Above budget
Net Operating Income	\$6,972.86	\$2,292.14	Below budget

Mr. Ed Mayer, Executive Director  
Chico, California

Capital Expenses	\$2,839.71	\$4,181.29	Below budget
Net Income	-\$2,994.26	\$5,867.26	Below budget

#### Monthly Highlights:

- **Occupancy** – 96% at the end of November. The on-site management is working with BCBH to find an eligible tenant for 49-3A.
- **Rent collection** – units 37-3B, 45-2A/B and 53-3A/B are Behavioral Health tenants who did not pay rent. We are expecting past due balances to be paid in December.
- **Turnover expenses** – nothing had been budgeted, but due to the turnover costs for units 45-2B and 49-3A, \$1,650.43 was spent.
- **Capital improvements** – Carpet and vinyl were replaced in unit #45-2B.

#### Evanswood Apartments

Move-in/Move-outs	There were two vacancies, which were due to the fire at the complex. Insurance will reimburse the property for lost rents as a result of the fire. There were also two new move ins, for units #45 and #364.
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	Total	Budget Variance	
Monthly Total Revenue	\$31,807.69	\$1,175.69	Above budget
Operating Expenses	\$43,973.05	\$29,326.05	Above budget
Net Operating Income	-\$12,165.36	\$28,150.36	Below budget
Capital Expenses	\$19,393.33	\$4,282.33	Above budget
Net Income	-\$23,996.97	\$31,052.97	Below budget

#### Monthly Highlights:

- **Occupancy** – 92.85% at the end of November.
- **Rent Collection** – Unit #41 did not make any payment in November, and #69 made a partial payment for the month. All other units were paid in full.
- **Administrative expenses** – higher than budget due to project fee costs for the fire unit #71 demo expenses.
- **Turnover expenses** – higher than budget due to the turnover costs for labor and materials for units #65, 16 and 364 TMB.
- **Maintenance expenses** – higher than budget due to increased labor costs for routine repairs in several units.
- **Capital improvements** – 2020A Bond project expense for carpet and LVT for units #45 and #65. There were also interior painting costs for units #65, 45 and 364.

#### Evanswood #21, #25, and #33

Move-in/Move-outs	None
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	Total	Financial variances
Monthly Total Revenue	\$2,850.00	\$2,850.00
Operating Expenses	\$808.08	\$808.08
Net Operating Income	\$2,041.92	\$2,041.92

Mr. Ed Mayer, Executive Director  
Chico, California

Capital Expenses	None	None
Net Income	\$2,041.92	\$2,041.92

**Monthly Highlights:**

- **Occupancy** – 100% at the end of November.
- **Rent Collection** – 100% of rent was collected.

**Kathy Court Apartments**

Move-in/Move-outs	N/A
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	Total	Budget Variance	
Operating Expenses	\$413.98	\$459.02	Below budget
Net Operating Income	-\$413.98	\$459.02	Above budget
Net Income	-\$413.98	\$459.02	Above budget

- During our routine inspection we found that large oak tree was cut down by an unknown party which fell in such a way that it was blocking the property entrance. Removal of this tree will be completed in December.

**Lincoln Apartments**

Move-in/Move-outs	There were two vacant units at the end of November, unit #12 and unit #11, who moved out on 11/25/21. We are currently processing an application for unit #12.
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	Total	Budget Variance	
Monthly Total Revenue	\$11,985.65	\$790.35	Below budget
Operating Expenses	\$6,351.05	\$1,398.05	Above budget
Net Operating Income	\$5,634.60	\$2,188.40	Below budget
Capital Expenses	\$3,933.09	\$177.09	Above budget
Net Income	-\$409.40	\$2,492.40	Below budget

**Monthly Highlights:**

- **Occupancy** – 94.44% as of November.
- **Rent Collection** – all rents were collected in November.
- **Service income** – higher than budget due to cleaning revenue collected on unit #12.
- **Capital improvements** – 2020A Capital Improvements to unit #12 for an interior paint, and common area laundry room painting.

**Park Place Apartments**

Mr. Ed Mayer, Executive Director  
Chico, California

Move-in/Move-outs	There was one vacant unit #9, and there was a move in at #15. We have an approved applicant for unit #9 so they will move in during December.
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	Total	Budget Variance	
Monthly Total Revenue	\$23,907.61	\$1,046.39	Below budget
Operating Expenses	\$16,524.02	\$6,333.02	Above budget
Net Operating Income	\$7,383.59	\$7,379.41	Below budget
Capital Expenses	\$2,268.67	\$6,183.33	Below budget
Net Income	\$4,114.92	\$2,107.92	Above budget

**Monthly Highlights:**

- **Occupancy** – 97.50% occupancy as of November.
- **Rent Collection** - payment was collected from unit #18 for October rent, still owes for November, all others current.
- **Turnover expenses** – nothing had been budgeted for November turnover costs, but there were labor and material costs for the turnover for unit #15.
- **Maintenance expenses** – higher than budget due to service on the gutters and higher labor costs.
- **Capital improvements** – there was an interior paint for unit #15.

If you have any questions regarding this package, please contact myself or Patti Hampton at 530-893-8228.

Respectfully,



Richard Gillaspie  
Property Manager  
RG:ph



## GRIDLEY SPRINGS December 2021

### Property Status:

1. GSI is 100% occupied with Zero notices to vacate..
2. GSII is 100% occupied with Zero notices to vacate.
3. GSI FY22 budget has been submitted and we are waiting on approval. USDA notified us that they are behind and hope to have final approval of FY22 budgets completed by 12/17/2021.
4. The replacement GSI monument sign was installed and looks fantastic. This was an approved expense by USDA.

Sincerely,  
Mac Upshaw





**HACB GRIDLEY SPRINGS II**  
As of  
**November 30, 2021**

<i>CASH SUMMARY - Operating Account</i>	NOVEMBER		2 months YTD	
	2021	%%	2021	%%
Total Rent Revenue	15,657.00	100.00%	31,322.00	100.00%
Vacancies	0.00	0.00%	0.00	0.00%
Net Rental Revenue	15,657.00	100.00%	31,322.00	100.00%
Other Income	3.33	0.02%	126.49	0.40%
<b>Total Revenue</b>	<b>15,660.33</b>	<b>100.02%</b>	<b>31,448.49</b>	<b>100.40%</b>
<b>Expenses:</b>				
Administrative Expenses	2,564.17	16.38%	5,417.20	17.30%
Utilities	2,242.56	14.32%	4,385.45	14.00%
Operating & Maintenance	4,505.11	28.77%	9,621.28	30.72%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	566.70	3.62%	1,116.34	3.56%
<b>Total Expenses</b>	<b>9,878.54</b>	<b>59.47%</b>	<b>20,540.27</b>	<b>37.99%</b>
<b>Net Operating Income</b>	<b>5,781.79</b>	<b>43.10%</b>	<b>10,908.22</b>	<b>44.72%</b>
Interest and Finance Expense	585.08	3.74%	1,150.16	3.67%
Replacement Costs	0.00	0.00%	0.00	0.00%
<b>Net Cash Flow from Operations</b>	<b>5,196.71</b>		<b>9,758.06</b>	
<b>Plus (Minus)</b>				
Interest Income	(3.33)		(6.43)	
Unpaid Rent Collected (Owed)	(1,754.00)		(1,572.00)	
Prepaid Rent Received (Absorbed)	0.00		(152.00)	
Prepaid Insurance Expense	0.00		0.00	
Security Deposits Received (Refunded)	0.00		0.00	
Accrued Interest (Payment)	545.08		1,090.16	
<b>Net Cash Increase (Decrease)</b>	<b>3,984.46</b>		<b>9,117.79</b>	
<b>Beginning of Period Cash Balance</b>	<b>37,335.00</b>		<b>33,053.00</b>	
Contributions (Distributions) to Owner	0.00		0.00	
Transfer from (to) Impound Account	(401.33)		(802.66)	
Transfer From (to) Replacement Reserves	(450.00)		(900.00)	
Transfer from (to) Security account	0.00		0.00	
<b>Ending Cash Balance - Operating Account</b>	<b>\$40,468.13</b>		<b>\$40,468.13</b>	
<b>- Replacement Reserve</b>			<b>\$110,091.94</b>	
<b>- Tax and Insurance Impounds</b>			<b>\$47,967.68</b>	
<b>- Security Deposit Accounts</b>			<b>\$14,859.62</b>	

<i>TENANT RECEIVABLES</i>	Current Month	<i>UNIT STATUS</i>	Current Month
<b>Rent and Rent Related Receivables</b>		Total Units	24
Balance at Beginning of Month	1,973.00	Vacant units at beginning of month	0
Uncollected (Collected) During Month	1,754.00	Plus Units vacated during month	0
Written off to Bad Debts	0.00	Less move ins and deposits to hold	0
Balance at End of Month	<u>\$3,727.00</u>	Vacant units at end of month	<u>0</u>

**Balance Sheet**  
**HACB GRIDLEY SPRINGS II**  
As of  
**November 30, 2021**

**\*\*\* ASSETS \*\*\***

Petty Cash	250.00	
Cash - Operating	40,468.13	
Cash - Replacement Reserve	110,091.94	
Cash - Impound Account	47,967.68	
Cash - Security Deposit Account	14,859.62	
<b>Total Cash</b>		213,637.37

**ACCOUNTS RECEIVABLE**

Tenant Rent Receivable	3,727.00	
<b>Total Accounts Receivable</b>		3,727.00

**Prepaid Property Insurance**

0.00	
<b>Total Prepaid Expenses</b>	0.00

<b>Total Current Assets</b>	217,364.37
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**CAPITAL IMPROVEMENTS**

Land	55,276.00	
Building	497,483.59	
Improvements	421,449.94	
Accumulated Depreciation	(219,793.41)	

<b>Total Fixed Assets</b>	754,416.12
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<b>TOTAL ASSETS</b>	<b>971,780.49</b>
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**\*\*\* LIABILITIES \*\*\***

Accrued Interest-SHRA	99,229.33	
Security Deposit Liability	14,859.00	
Prepaid Rent Revenue	0.00	
<b>Total Current Liabilities</b>		114,088.33

Note Payable	218,032.00	
<b>Total Long Term Liabilities</b>		218,032.00

<b>Total Liabilities</b>	<b>332,120.33</b>
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**\*\*\* OWNER'S EQUITY \*\*\***

Partner's Equity (CF Distributions)	684,336.63	
AGP Cash Flow Distributions	(56,413.00)	
Retained Earnings	(131,098.21)	
Owner Contributions/Distribution	133,076.68	
Current Year Net Income (Loss)	9,758.06	
<b>Total Equity</b>		639,660.16

<b>Total Liabilities &amp; Equity</b>	<b>971,780.49</b>
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**Income Statement**  
**HACB GRIDLEY SPRINGS II**  
As of  
**November 30, 2021**

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>*** REVENUES ***</b>						
Rent Revenue - Gross Potential						
Apartment Rents	14,776.00	16,020.00	(1,244.00)	29,343.00	32,040.00	(2,697.00)
Tenant Assistance Payments	881.00	0.00	881.00	1,979.00	0.00	1,979.00
<b>Total Revenue</b>	<b>15,657.00</b>	<b>16,020.00</b>	<b>(363.00)</b>	<b>31,322.00</b>	<b>32,040.00</b>	<b>(718.00)</b>
Apartment Vacancies	0.00	(320.00)	320.00	0.00	(640.80)	640.80
<b>Total Vacancies</b>	<b>0.00</b>	<b>(320.00)</b>	<b>320.00</b>	<b>0.00</b>	<b>(640.80)</b>	<b>640.80</b>
<b>NET RENTAL REVENUE</b>	<b>15,657.00</b>	<b>15,700.00</b>	<b>(43.00)</b>	<b>31,322.00</b>	<b>31,399.20</b>	<b>(77.20)</b>
Interest Income-Other Cash	3.20	3.00	0.20	6.18	6.00	0.18
Interest Income-Sec Deposits	0.13	0.00	0.13	0.25	0.00	0.25
<b>Total Financial Revenue</b>	<b>3.33</b>	<b>3.00</b>	<b>0.33</b>	<b>6.43</b>	<b>6.00</b>	<b>0.43</b>
Misc Tenant Charges/Damages & Cleaning	0.00	125.00	(125.00)	0.00	125.00	(125.00)
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Other Income/Application Fee	0.00	0.00	0.00	0.00	0.00	0.00
Laundry Revenue	0.00	90.00	(90.00)	120.06	180.00	(59.94)
<b>Total Other Revenue</b>	<b>0.00</b>	<b>215.00</b>	<b>(215.00)</b>	<b>120.06</b>	<b>305.00</b>	<b>(184.94)</b>
<b>TOTAL REVENUE</b>	<b>15,660.33</b>	<b>15,918.00</b>	<b>(257.67)</b>	<b>31,448.49</b>	<b>31,710.20</b>	<b>(261.71)</b>
<b>*** EXPENSES ***</b>						
<b>Administrative Expenses</b>						
Advertising and Promotions	0.00	15.00	(15.00)	0.00	30.00	(30.00)
Credit Reports	0.00	5.00	(5.00)	0.00	10.00	(10.00)
Uniforms	0.00	0.00	0.00	0.00	0.00	0.00
IT Support Services	128.00	128.00	0.00	256.00	256.00	0.00
Telephone/Answering Service	38.46	70.00	(31.54)	97.69	140.00	(42.31)
Postage and Mailing	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Expense/Office Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies/Expenses	6.62	100.00	(93.38)	179.74	200.00	(20.26)
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
Management Fee	1,035.00	1,080.00	(45.00)	2,070.00	2,160.00	(90.00)
Manager Salaries	1,356.09	1,342.00	14.09	2,760.19	2,892.00	(131.81)
Education/Registration fees	0.00	100.00	(100.00)	53.58	200.00	(146.42)
Legal Expense	0.00	63.00	(63.00)	0.00	120.00	(120.00)
Auditing Fees	0.00	0.00	0.00	0.00	0.00	0.00
Other Administrative Costs	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Administrative Expenses</b>	<b>2,564.17</b>	<b>2,903.00</b>	<b>(338.83)</b>	<b>5,417.20</b>	<b>6,008.00</b>	<b>(590.80)</b>
<b>Utility Expenses</b>						
Electricity	296.85	310.00	(13.15)	670.46	620.00	50.46
Water	434.82	500.00	(65.18)	866.73	1,000.00	(133.27)
Gas	43.00	50.00	(7.00)	94.97	100.00	(5.03)
Sewer	804.83	820.00	(15.17)	1,609.67	1,640.00	(30.33)
Garbage and Trash Removal	663.06	500.00	163.06	1,143.62	1,000.00	143.62
<b>Total Utility Expenses</b>	<b>2,242.56</b>	<b>2,180.00</b>	<b>62.56</b>	<b>4,385.45</b>	<b>4,360.00</b>	<b>25.45</b>
<b>Operating &amp; Maintenance Expense</b>						
Clean and Repair Apartment	0.00	0.00	0.00	0.00	0.00	0.00
Cleaning Supplies	16.01	0.00	16.01	16.01	0.00	16.01
Exterminating Contract	139.65	0.00	139.65	139.65	0.00	139.65
Tree Service	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Contract	1,000.00	0.00	1,000.00	2,000.00	0.00	2,000.00
Grounds Maintenance and Supplies	287.00	0.00	287.00	1,409.00	0.00	1,409.00
Maintenance Personnel	1,421.24	1,342.00	79.24	2,861.34	2,680.00	181.34
Repair Materials	1,268.34	1,667.00	(398.66)	2,740.20	3,330.00	(589.80)
Repair Contract/Vendor Labor	0.00	1,825.00	(1,825.00)	0.00	3,650.00	(3,650.00)
Electrical Repair and Supplies	91.28	0.00	91.28	163.48	0.00	163.48
HVAC Repair/Maintenance	0.00	1,667.00	(1,667.00)	0.00	3,330.00	(3,330.00)
Appliance Repair and Maintenance	254.99	0.00	254.99	254.99	0.00	254.99
Plumbing Repair and Supplies	26.60	0.00	26.60	26.60	0.00	26.60
Interior Painting and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Gas, Oil and Mileage	0.00	0.00	0.00	10.01	0.00	10.01
Fire Protection Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Misc Operation & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Operating &amp; Maint Expenses</b>	<b>4,505.11</b>	<b>6,501.00</b>	<b>(1,995.89)</b>	<b>9,621.28</b>	<b>12,990.00</b>	<b>(3,368.72)</b>

**Income Statement**  
**HACB GRIDLEY SPRINGS II**  
As of  
**November 30, 2021**

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Taxes &amp; Insurance Expenses</b>						
Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	252.62	318.00	(65.38)	508.63	638.00	(129.37)
Property & Liability Insurance	0.00	150.00	(150.00)	0.00	300.00	(300.00)
Worker's Compensation	170.80	221.00	(50.20)	345.47	440.00	(94.53)
Health/Dental Insurance	143.28	193.00	(49.72)	262.24	380.00	(117.76)
Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Taxes &amp; Insurance Expenses</b>	<b>566.70</b>	<b>882.00</b>	<b>(315.30)</b>	<b>1,116.34</b>	<b>1,758.00</b>	<b>(641.66)</b>
<b>TOTAL EXPENSES</b>	<b>9,878.54</b>	<b>12,466.00</b>	<b>(2,587.46)</b>	<b>20,540.27</b>	<b>25,116.00</b>	<b>(4,575.73)</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>5,781.79</b>	<b>3,452.00</b>	<b>2,329.79</b>	<b>10,908.22</b>	<b>6,594.20</b>	<b>4,314.02</b>
<b>Interest &amp; Finance Expense</b>						
Mortgage Interest	545.08	0.00	545.08	1,090.16	0.00	1,090.16
Bank Fees	40.00	0.00	40.00	60.00	0.00	60.00
<b>Total Interest &amp; Finance Expense</b>	<b>585.08</b>	<b>0.00</b>	<b>585.08</b>	<b>1,150.16</b>	<b>0.00</b>	<b>1,150.16</b>
<b>OPERATING PROFIT (LOSS)</b>	<b>5,196.71</b>	<b>3,452.00</b>	<b>1,744.71</b>	<b>9,758.06</b>	<b>6,594.20</b>	<b>3,163.86</b>
<b>Replacements</b>						
Roofing/Paving/Exterior Repair	0.00	0.00	0.00	0.00	0.00	0.00
Drapery/Blind Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Appliance Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture/Equipment Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Carpet/Flooring Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Plumbing Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Glass Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture and Equip Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Door/Screen Repair/Replacement	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Cost of Replacements</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET CASH FLOW FROM OPERATIONS</b>	<b>5,196.71</b>	<b>3,452.00</b>	<b>1,744.71</b>	<b>9,758.06</b>	<b>6,594.20</b>	<b>3,163.86</b>

## MEMO

Date: December 10, 2021

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – LIHTC Properties

- Walker Commons Apartments, Chico (56 units, LIHTC, senior/disabled)
- Chico Commons Apartment, Chico (72 units, LIHTC, Family)
- Gridley Springs I Apartments, Gridley (32 units, LIHTC, family)
- 1200 Park Avenue Apartments, Chico (107 units, LIHTC, senior)
- Harvest Park Apartments, Chico (90 units, LIHTC, family)

*For Chico Commons, Walker Commons, and 1200 Park Ave. Apartments, Chico, please also see monthly reports provided by the property manager, AWI, following this memo. Property manager Winn Residential provides monthly reports for Harvest Park Apts., Chico; and Sackett Corporation for Gridley Springs I Apts., Gridley, following this memo.*



**Chico Commons Apartments, Chico** (72 units, LIHTC, Family, MGP, Banyard Management, PM: AWI) – There currently are (3) vacancies as of the 1<sup>st</sup> of the month. There was one moveout and three moveins for the month. Unpaid rents were 10% of collections, which involved eight (8) households. In their monthly narrative, AWI breaks down unpaid rents, and associated

payments thru California’s Rent Relief Program. Unpaid rent totals have come down. Improvement in unpaid rents should be realized in the next 90 days. The wooden fence on the west side of the property is being replaced. Contractor bids for gutters and downspouts, and dumpster enclosure gates, are being sought. AWI planned a day in November where a community dumpster was provided, to encourage residents to remove clutter from balconies and porches. The property continues to operate subject to pandemic protocols, with leasing dynamics being watched carefully – please find AWI’s narrative property report and financials, following. The property is subject to repositioning, involving refinancing, capital improvements, and replacements. CalAHA has been retained to provide repositioning capacity, and will start the work with completion of an Investment Grade Physical Needs Assessment of the property.



**Walker Commons Apartments, Chico** (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property has zero (0) vacancy as of the beginning of December. There was no turnover for the month. There are no thirty (30) day notices to vacate as of this memo. *100% of the rent was collected for November and December.* The complex is continuing to operate under pandemic protocols. Several locations seeing water intrusion are being repaired, locations not associated with the new roofing, but with fascia and siding details. Gutters, downspouts

**Gridley Springs I Apartments, Gridley** (32 units, LIHTC, Family, MGP: BCAHDC, PM: Sackett Corporation) – There continues to be zero (0) vacancies reported. There are no thirty (30) day notices to vacate. The draft 2022 budget that was adopted was approved by USDA. The new property monument sign was installed after approval by our USDA representative. Please find Sackett Corporation’s Owner’s report, following.



**1200 Park Avenue Apartments, Chico** (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – This property currently has three (3)

and fascia boards will be replaced in 2022, contractors are unavailable through remainder of 2021, seeing a full book of business. The community laundry room flooring is being replaced, a new dryer is on order, new stove and range hood replaced in community clubhouse kitchen, two new computers, work stations/chairs and furniture were purchased, all for the community clubhouse building. Please find the AWI monthly owners report following, as well as a brief property narrative provided by AWI. This property is subject to repositioning, involving refinance, capital improvements and replacements. CalAHA has been retained to provide repositioning capacity, and will start the work with completion of Investment Grade Physical Needs Assessment of the property. The property generates significant amounts of surplus cash, which will help with renovations, but which aggravate HACB’s Investor Limited Partner Capital Account.

vacancies. Three move-ins and three move-outs occurred during the month of November, which AWI outlines in their monthly narrative. There is one (1) thirty notice to vacate due to a lease termination for nuisance conduct. There were two (2) households who did not pay rent for the month of November and prior; these households have applied to California’s Rent Relief Program. December saw (6) households with rent amounts outstanding, which are being followed up on by AWI staff. There was an update to the legal complaint that was filed by a resident

against property manager AWI, the property owner, and BCAHDC, regarding a laundry room incident at the property, as well as other allegations. Our insured attorney provided a detailed report - a trial is anticipated. Christy Crux, the new on-site manager continues to work in her new role familiarizing herself with the property. AWI did hire a part-time assistant manager to help fill in 20 hours a week. The flat roofs assessment has been completed, replacements being hindered by weather and contractor scheduling. Pigeon abatement, replacement of elevator floors, and striping of the parking garages are all in the works with bids and or completion. The fire/alarm sprinkler parts for the two heat sensors finally came in and will be installed. Common area lighting is also be addressed by



AWI. The Passages senior services program, associated with CSU Chico, is working with AWI to put together a program of supportive services to help with the needs of the building's senior households, but again, due to the COVID-19 pandemic, this has been on hold. Please find AWI's monthly financials and property manager monthly narrative following. Irene Alvarez our new AWI regional manager, is continuing to familiarize herself with the property. The property is subject to repositioning, involving refinancing and capital improvements. CalAHA has been retained to provide repositioning capacity, and will start the work with completion of Investment Grade Physical Needs Assessment of the property.

**Harvest Park Apartments**, Chico (90 units, LIHTC, Family, MGP: BCAHDC, PM Winn Residential) – Harvest Park currently has zero (0) vacancies. There continues to be unpaid rent in various units due to pandemic-related impact. We continue to follow up with property manager WINN Residential, as they are also waiting for California Rent Relief Program funds to be paid on behalf of the delinquent accounts. The property continues operations per budget. Please find WINN Residential Owner's Report following.



## Chico Commons Apartments November 2021



Separate Variance Report Explaining budget differences and expenditures.

### Updates:

Chico Commons currently has three vacancies. One move-out and three move-ins during the month of November.

Vacancies:

- Unit #57 – Unit almost complete with an applicant close to an approval.
- Unit #6 – Unit turn in process
- Unit #22 – Unit turn in process

Outstanding November rents is 10%. The balances have substantially improved. Details of households owing more than current rent below:

- **Unit #3; Balance \$3,837** Resident has applied for the rent relief assistance program.
- **Unit #8; Balance \$2,685**, Resident has applied for the rent relief assistance program.
- **Unit #12; Balance \$1,895** Resident has applied for the rent relief assistance program.
- **Unit #14; Balance \$2,328.99** has applied again for the rent relief assistance program.
- **Unit #16; Balance \$5,802.00** has applied again for the rent relief assistance
- **Unit #18; Balance \$1,252.** Resident has applied for the rent relief assistance program.
- **Unit #44; Balance \$1,058.** Resident has applied for the rent relief assistance program.
- **Unit #53; Balance \$1,273.61** Resident has been applied for rent relief program.

Staff continues to follow up diligently on past due balances.

Chico Commons has received \$28,969.99 in funds from the CA rent relief program with an additional \$4,852 pending distribution.

The PG&E funds for the upgrades are finally forthcoming and we are moving forward with other year end projects such as fencing and gutter / downspout replacements.





Staff partnered with residents on Thursday November 11<sup>th</sup> and had a dumpster delivered to encourage porch clean up. Residents had the opportunity to dispose of unwanted items. Participation was minimal; however many did clean up on their own. Staff will continue encouraging residents to bring porches into compliance with lease and house rules.

Chico Commons 549  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 63,952.00	\$ 59,950.00	\$ 4,002.00	\$ 698,848.00	\$ 659,450.00	\$ 39,398.00
Vacancies	(1,590.00)	(2,398.00)	808.00	(21,413.84)	(26,378.00)	4,964.16
Rent Adjustments	0.00	(245.83)	245.83	(1,218.26)	(2,704.16)	1,485.90
Manager's Unit	(796.00)	(845.00)	49.00	(8,756.00)	(9,295.00)	539.00
<b>Total Tenant Rent</b>	<b>\$ 61,566.00</b>	<b>\$ 56,461.17</b>	<b>\$ 5,104.83</b>	<b>\$ 667,459.90</b>	<b>\$ 621,072.84</b>	<b>\$ 46,387.06</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 1,926.42	\$ 677.83	\$ 1,248.59	\$ 10,477.80	\$ 7,456.16	\$ 3,021.64
Interest Income	1.45	4.17	(2.72)	70.27	45.84	24.43
Restricted Reserve Interest Incom	25.28	0.00	25.28	126.45	0.00	126.45
Other Tenant Income	\$ 660.00	\$ 428.50	\$ 231.50	\$ 3,806.00	\$ 4,713.50	\$ (907.50)
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,289.09	\$ 0.00	\$ 8,289.09
<b>Other Project Income</b>	<b>\$ 2,613.15</b>	<b>\$ 1,110.50</b>	<b>\$ 1,502.65</b>	<b>\$ 22,769.61</b>	<b>\$ 12,215.50</b>	<b>\$ 10,554.11</b>
<b>Total Project Income</b>	<b>\$ 64,179.15</b>	<b>\$ 57,571.67</b>	<b>\$ 6,607.48</b>	<b>\$ 690,229.51</b>	<b>\$ 633,288.34</b>	<b>\$ 56,941.17</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 18,161.59	\$ 23,260.74	\$ (5,099.15)	\$ 352,250.62	\$ 255,868.23	\$ 96,382.39
Utilities (From Pg 2)	9,339.90	7,340.25	1,999.65	94,149.06	80,742.75	13,406.31
Administrative (From Pg 2)	6,230.50	8,549.74	(2,319.24)	90,259.85	94,047.23	(3,787.38)
Taxes & Insurance (From Pg 2)	2,571.51	1,685.50	886.01	18,623.52	18,540.50	83.02
Other Taxes & Insurance (Fr Page	933.60	3,371.66	(2,438.06)	15,574.45	37,088.32	(21,513.87)
Other Project Expenses	431.96	1,581.24	(1,149.28)	8,755.59	17,393.73	(8,638.14)
<b>Total O&amp;M Expenses</b>	<b>\$ 37,669.06</b>	<b>\$ 45,789.13</b>	<b>\$ (8,120.07)</b>	<b>\$ 579,613.09</b>	<b>\$ 503,680.76</b>	<b>\$ 75,932.33</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 28,645.87	\$ 28,645.84	\$ .03
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 11,880.00	\$ 11,880.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	27,500.00	27,500.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 6,184.17</b>	<b>\$ 6,184.17</b>	<b>\$ 0.00</b>	<b>\$ 68,025.87</b>	<b>\$ 68,025.84</b>	<b>\$ .03</b>
<b>Total Project Expenses</b>	<b>\$ 43,853.23</b>	<b>\$ 51,973.30</b>	<b>\$ (8,120.07)</b>	<b>\$ 647,638.96</b>	<b>\$ 571,706.60</b>	<b>\$ 75,932.36</b>
<b>Net Profit (Loss)</b>	<b>\$ 20,325.92</b>	<b>\$ 5,598.37</b>	<b>\$ 14,727.55</b>	<b>\$ 42,590.55</b>	<b>\$ 61,581.74</b>	<b>\$ (18,991.19)</b>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (25.28)	\$ 0.00	\$ (25.28)	\$ (200,126.45)	\$ 0.00	\$ (200,126.45)

Chico Commons 549  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
T & I Transfers	\$ (654.54)	\$ 0.00	\$ (654.54)	\$ (10,160.44)	\$ 0.00	\$ (10,160.44)
Operating Acct MMKT - FFB*	(.73)	0.00	(.73)	157,937.69	0.00	157,937.69
Security Acct-FFB	0.00	0.00	0.00	(300.00)	0.00	(300.00)
Security Deposits Held	(1,800.00)	0.00	(1,800.00)	400.00	0.00	400.00
Tenant Receivables	1,428.50	0.00	1,428.50	(11,667.96)	0.00	(11,667.96)
Other Receivables	2,200.33	0.00	2,200.33	9,578.00	0.00	9,578.00
Accounts Payable - Trade	4,234.00	0.00	4,234.00	(1,152.69)	0.00	(1,152.69)
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	(2,604.13)	0.00	(2,604.13)
Accrued RTO - Prior Year	0.00	0.00	0.00	(217.93)	0.00	(217.93)
Partner's Equity	0.00	0.00	0.00	(43,368.07)	0.00	(43,368.07)
<b>Total Other Cash Flow Items</b>	<b>\$ 7,986.45</b>	<b>\$ 0.00</b>	<b>\$ 7,986.45</b>	<b>\$ (101,681.98)</b>	<b>\$ 0.00</b>	<b>\$ (101,681.98)</b>
<b>Net Operating Cash Change</b>	<b>\$ 28,312.37</b>	<b>\$ 5,598.37</b>	<b>\$ 22,714.00</b>	<b>\$ (59,091.43)</b>	<b>\$ 61,581.74</b>	<b>\$ (120,673.17)</b>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 126,001.08	\$ 66,909.65	\$ (59,091.43)
Operating Acct MMKT - FFB*	175,152.38	17,214.69	(157,937.69)
Tax & Insurance-FFB	8,495.84	18,656.28	10,160.44
Security Acct-FFB	43,475.00	43,775.00	300.00
Reserve Acct-FFB	41,644.25	169,253.75	127,609.50
Reserve Acct - MMKT - FFB*	0.00	100,016.95	100,016.95
<b>Payables &amp; Receivables:</b>			
Accounts Payable - Trade	7,910.20	6,757.51	(1,152.69)
Rents Receivable - Current Tenants	29,066.23	27,043.44	(2,022.79)
Allowance for Doubtful Accounts	(15,736.74)	(2,061.99)	13,674.75
Other Tenant Charges Receivable	463.00	479.00	16.00

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Maintenance &amp; Operating Expenses:</b>						
Maintenance Payroll	\$ 3,422.61	\$ 3,932.58	\$ (509.97)	\$ 37,023.81	\$ 43,258.41	\$ (6,234.60)
Janitorial/Cleaning Supplies	89.86	137.33	(47.47)	1,011.14	1,510.66	(499.52)
Plumbing Repairs	225.00	468.17	(243.17)	7,831.60	5,149.84	2,681.76
Painting & Decorating	0.00	250.00	(250.00)	1,308.80	2,750.00	(1,441.20)
Repairs & Maintenance - Supply	1,326.06	1,666.67	(340.61)	25,050.82	18,333.34	6,717.48
Repairs & Maintenance - Contract	2,417.60	1,427.83	989.77	34,469.04	15,706.16	18,762.88
Grounds Maintenance	2,400.00	1,180.58	1,219.42	18,495.00	12,986.41	5,508.59
Pest Control Service	50.00	695.08	(645.08)	4,305.00	7,645.91	(3,340.91)

Chico Commons 549  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Fire/Alarm Services	\$ 155.46	\$ 287.75	\$ (132.29)	\$ 6,405.25	\$ 3,165.25	\$ 3,240.00
Capital Improvements - Other	8,075.00	8,751.67	(676.67)	44,606.90	96,268.34	(51,661.44)
Capital Improvements - Flooring	0.00	1,650.00	(1,650.00)	22,377.08	18,150.00	4,227.08
Capital Improvements - Appliance	0.00	1,055.42	(1,055.42)	12,057.81	11,609.59	448.22
Capital Improvements - HVAC Repl	0.00	424.00	(424.00)	8,188.05	4,664.00	3,524.05
Capital Improvements - Water Heat	0.00	583.33	(583.33)	121,277.12	6,416.66	114,860.46
Carpet Cleaning	0.00	35.00	(35.00)	1,956.00	385.00	1,571.00
HVAC Repairs	0.00	651.08	(651.08)	5,341.00	7,161.91	(1,820.91)
Cable Service	0.00	22.58	(22.58)	521.65	248.41	273.24
Tenant Services	0.00	41.67	(41.67)	24.55	458.34	(433.79)
<b>Total Maint. &amp; Operating Exp.</b>	<b>\$ 18,161.59</b>	<b>\$ 23,260.74</b>	<b>\$ (5,099.15)</b>	<b>\$ 352,250.62</b>	<b>\$ 255,868.23</b>	<b>\$ 96,382.39</b>
<b>Utilities:</b>						
Electricity	\$ 443.33	\$ 636.33	\$ (193.00)	\$ 6,431.58	\$ 6,999.66	\$ (568.08)
Water	3,526.92	2,155.00	1,371.92	31,435.16	23,705.00	7,730.16
Sewer	1,654.56	1,654.58	(.02)	18,200.16	18,200.41	(.25)
Heating Fuel/Other	1,451.67	1,491.67	(40.00)	17,292.54	16,408.34	884.20
Garbage & Trash Removal	2,263.42	1,402.67	860.75	20,789.62	15,429.34	5,360.28
<b>Total Utilities</b>	<b>\$ 9,339.90</b>	<b>\$ 7,340.25</b>	<b>\$ 1,999.65</b>	<b>\$ 94,149.06</b>	<b>\$ 80,742.75</b>	<b>\$ 13,406.31</b>
<b>Administrative:</b>						
Manager's Salary	\$ 3,332.50	\$ 3,355.83	\$ (23.33)	\$ 36,516.10	\$ 36,914.16	\$ (398.06)
Management Fees	3,096.00	3,096.00	0.00	34,056.00	34,056.00	0.00
Bad Debt Expense	(1,118.00)	625.00	(1,743.00)	8,050.25	6,875.00	1,175.25
Auditing	625.00	625.00	0.00	6,875.00	6,875.00	0.00
Legal	295.00	833.33	(538.33)	4,762.50	9,166.66	(4,404.16)
Other Administrative Expenses	0.00	14.58	(14.58)	0.00	160.41	(160.41)
<b>Total Administrative Expense</b>	<b>\$ 6,230.50</b>	<b>\$ 8,549.74</b>	<b>\$ (2,319.24)</b>	<b>\$ 90,259.85</b>	<b>\$ 94,047.23</b>	<b>\$ (3,787.38)</b>
<b>Taxes &amp; Insurance Reserve For:</b>						
Real Estate Taxes	\$ 0.00	\$ 110.17	\$ (110.17)	\$ 648.34	\$ 1,211.84	\$ (563.50)
Special Assessments	996.18	0.00	996.18	996.18	0.00	996.18
Property Insurance	1,575.33	1,575.33	0.00	16,979.00	17,328.66	(349.66)
<b>Total Taxes &amp; Insurance Expense</b>	<b>\$ 2,571.51</b>	<b>\$ 1,685.50</b>	<b>\$ 886.01</b>	<b>\$ 18,623.52</b>	<b>\$ 18,540.50</b>	<b>\$ 83.02</b>
<b>Other Taxes &amp; Insurance:</b>						
Payroll Taxes	\$ 516.76	\$ 646.83	\$ (130.07)	\$ 6,428.27	\$ 7,115.16	\$ (686.89)
Other Taxes, Fees & Permits	47.45	89.33	(41.88)	4,650.28	982.66	3,667.62
Bond Premiums	0.00	73.25	(73.25)	372.00	805.75	(433.75)
Worker's Compensation Insurance	353.91	725.33	(371.42)	3,854.39	7,978.66	(4,124.27)
Personnel Medical Insurance	15.48	1,836.92	(1,821.44)	269.51	20,206.09	(19,936.58)
<b>Total Other Taxes &amp; Insurance</b>	<b>\$ 933.60</b>	<b>\$ 3,371.66</b>	<b>\$ (2,438.06)</b>	<b>\$ 15,574.45</b>	<b>\$ 37,088.32</b>	<b>\$ (21,513.87)</b>

Chico Commons 549  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Other Project Expenses</b>						
Telephone & Answering Service	\$ 62.50	\$ 164.08	\$ (101.58)	\$ 1,709.49	\$ 1,804.91	\$ (95.42)
Internet Service	0.00	144.83	(144.83)	1,583.35	1,593.16	(9.81)
Advertising	0.00	54.17	(54.17)	22.99	595.84	(572.85)
Office Supplies & Expense	65.49	214.58	(149.09)	2,506.30	2,360.41	145.89
Postage	9.66	82.08	(72.42)	549.28	902.91	(353.63)
Toner/Copier Expense	189.22	188.08	1.14	1,357.99	2,068.91	(710.92)
Office Furniture & Equipment Expe	105.09	500.00	(394.91)	105.09	5,500.00	(5,394.91)
Travel & Promotion	0.00	70.92	(70.92)	0.00	780.09	(780.09)
Training Expense	0.00	62.50	(62.50)	589.60	687.50	(97.90)
Credit Checking	0.00	100.00	(100.00)	331.50	1,100.00	(768.50)
<b>Total Other Project Expenses</b>	<b>\$ 431.96</b>	<b>\$ 1,581.24</b>	<b>\$ (1,149.28)</b>	<b>\$ 8,755.59</b>	<b>\$ 17,393.73</b>	<b>\$ (8,638.14)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 28,645.87	\$ 28,645.84	\$ .03
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 11,880.00	\$ 11,880.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	27,500.00	27,500.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 6,184.17</b>	<b>\$ 6,184.17</b>	<b>\$ 0.00</b>	<b>\$ 68,025.87</b>	<b>\$ 68,025.84</b>	<b>\$ .03</b>
<b>Total Expenses</b>	<b><u>\$ 43,853.23</u></b>	<b><u>\$ 51,973.30</u></b>	<b><u>\$ (8,120.07)</u></b>	<b><u>\$ 647,638.96</u></b>	<b><u>\$ 571,706.60</u></b>	<b><u>\$ 75,932.36</u></b>
<b>Total Authorized Reserves</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>

## Walker Commons November 2021



Separate Variance Report explaining budget differences and expenditures.

### Updates:

Walker Commons is currently 100% occupied. No move-outs or move in's during the month of November.

No notices to vacate or termination in process.

100% of November rent was collected. 100% of December rent was collected.

The rain gutters/downspouts & fascia will be completed in 2022. Staff has called several vendors and they all are booked. In the meantime staff is making repairs to get us through the winter and reduce the risk of water intrusion.

Staff is still seeking estimates to repair the ADA sidewalks on the south side parking lot and near the office. Waiting for vendor to send the estimate.

Year-end spending in process / completed

- Laundry room flooring approved, pending scheduling
- New dryers on order
- New stove & ADA remote control for the range hood is complete.
- Two Computers, new work station & chairs are installed and looks good.
- Removal of the tree on the south side parking lot is complete.

Unfortunately a recent act of vandalism damaged several trees on the front side of the property. Replacement trees have been delivered to the property. The maintenance tech will complete the planting.

Community Room furniture is paid for and on order. We can't wait for the furniture to arrive. What a great surprise for the residents!



Walker Commons 550  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 42,616.00	\$ 38,003.67	\$ 4,612.33	\$ 466,044.00	\$ 418,040.34	\$ 48,003.66
Vacancies	0.00	(760.08)	760.08	(3,122.81)	(8,360.91)	5,238.10
Rent Adjustments	0.00	(39.58)	39.58	(2,433.24)	(435.41)	(1,997.83)
Manager's Unit	(704.00)	(699.00)	(5.00)	(7,744.00)	(7,689.00)	(55.00)
<b>Total Tenant Rent</b>	<b>\$ 41,912.00</b>	<b>\$ 36,505.01</b>	<b>\$ 5,406.99</b>	<b>\$ 452,743.95</b>	<b>\$ 401,555.02</b>	<b>\$ 51,188.93</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 0.00	\$ 165.58	\$ (165.58)	\$ 2,410.93	\$ 1,821.41	\$ 589.52
Interest Income	2.99	0.00	2.99	60.28	0.00	60.28
Restricted Reserve Interest Incom	22.07	0.00	22.07	219.87	0.00	219.87
Other Tenant Income	\$ 0.00	\$ 112.33	\$ (112.33)	\$ 1,847.25	\$ 1,235.66	\$ 611.59
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 563.03	\$ 0.00	\$ 563.03
<b>Other Project Income</b>	<b>\$ 25.06</b>	<b>\$ 277.91</b>	<b>\$ (252.85)</b>	<b>\$ 5,101.36</b>	<b>\$ 3,057.07</b>	<b>\$ 2,044.29</b>
<b>Total Project Income</b>	<b>\$ 41,937.06</b>	<b>\$ 36,782.92</b>	<b>\$ 5,154.14</b>	<b>\$ 457,845.31</b>	<b>\$ 404,612.09</b>	<b>\$ 53,233.22</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 11,847.45	\$ 11,057.90	\$ 789.55	\$ 98,786.10	\$ 121,637.05	\$ (22,850.95)
Utilities (From Pg 2)	2,909.69	3,257.50	(347.81)	35,266.85	35,832.50	(565.65)
Administrative (From Pg 2)	6,314.81	6,426.42	(111.61)	70,130.90	70,690.59	(559.69)
Taxes & Insurance (From Pg 2)	1,133.59	1,020.25	113.34	13,062.93	11,222.75	1,840.18
Other Taxes & Insurance (Fr Page	2,427.24	3,034.93	(607.69)	25,343.39	33,384.11	(8,040.72)
Other Project Expenses	3,142.14	865.50	2,276.64	11,079.55	9,520.50	1,559.05
<b>Total O&amp;M Expenses</b>	<b>\$ 27,774.92</b>	<b>\$ 25,662.50</b>	<b>\$ 2,112.42</b>	<b>\$ 253,669.72</b>	<b>\$ 282,287.50</b>	<b>\$ (28,617.78)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 13,750.00	\$ 13,750.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 6,875.00	\$ 6,875.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	10,266.74	10,266.66	.08
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 2,808.34</b>	<b>\$ 2,808.33</b>	<b>\$ .01</b>	<b>\$ 30,891.74</b>	<b>\$ 30,891.66</b>	<b>\$ .08</b>
<b>Total Project Expenses</b>	<b>\$ 30,583.26</b>	<b>\$ 28,470.83</b>	<b>\$ 2,112.43</b>	<b>\$ 284,561.46</b>	<b>\$ 313,179.16</b>	<b>\$ (28,617.70)</b>
<b>Net Profit (Loss)</b>	<b>\$ 11,353.80</b>	<b>\$ 8,312.09</b>	<b>\$ 3,041.71</b>	<b>\$ 173,283.85</b>	<b>\$ 91,432.93</b>	<b>\$ 81,850.92</b>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (22.07)	\$ 0.00	\$ (22.07)	\$ (100,219.87)	\$ 0.00	\$ (100,219.87)

Walker Commons 550  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
T & I Transfers	\$ (847.59)	\$ 0.00	\$ (847.59)	\$ (10,548.67)	\$ 0.00	\$ (10,548.67)
Operating Acct. MMKT- FFB*	(2.91)	0.00	(2.91)	84,962.31	0.00	84,962.31
Security Acct-FFB	0.00	0.00	0.00	1,440.00	0.00	1,440.00
Authorized Reserve - Other	0.00	(4,250.00)	4,250.00	0.00	(46,750.00)	46,750.00
Tenant Receivables	19.00	0.00	19.00	58.00	0.00	58.00
Other Receivables	1,634.67	0.00	1,634.67	2,587.01	0.00	2,587.01
Accounts Payable - Trade	2,254.14	0.00	2,254.14	(11,630.88)	0.00	(11,630.88)
Accrued Interest - City of Chico	1,250.00	0.00	1,250.00	(17,830.00)	0.00	(17,830.00)
Other Notes Payable	625.00	0.00	625.00	(625.00)	0.00	(625.00)
Partner's Equity	0.00	0.00	0.00	(42,967.00)	0.00	(42,967.00)
<b>Total Other Cash Flow Items</b>	<b>\$ 4,910.24</b>	<b>\$ (4,250.00)</b>	<b>\$ 9,160.24</b>	<b>\$ (94,774.10)</b>	<b>\$ (46,750.00)</b>	<b>\$ (48,024.10)</b>
<b>Net Operating Cash Change</b>	<b>\$ 16,264.04</b>	<b>\$ 4,062.09</b>	<b>\$ 12,201.95</b>	<b>\$ 78,509.75</b>	<b>\$ 44,682.93</b>	<b>\$ 33,826.82</b>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 116,783.23	\$ 195,292.98	\$ 78,509.75
Operating Acct. MMKT- FFB*	120,004.46	35,042.15	(84,962.31)
Tax & Insurance - FFB	26,439.28	36,987.95	10,548.67
Security Acct-FFB	22,390.00	20,950.00	(1,440.00)
Reserve Acct-FFB	28,195.02	88,504.56	60,309.54
Reserve Acct MMKT-FFB*	295,794.42	345,971.49	50,177.07
<b>Payables &amp; Receivables:</b>			
Accounts Payable - Trade	14,775.77	3,144.89	(11,630.88)
Rents Receivable - Current Tenants	18.00	(40.00)	(58.00)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Maintenance &amp; Operating Expenses:</b>						
Maintenance Payroll	\$ 2,996.81	\$ 3,221.83	\$ (225.02)	\$ 23,955.56	\$ 35,440.16	\$ (11,484.60)
Janitorial/Cleaning Supplies	124.05	110.58	13.47	710.14	1,216.41	(506.27)
Plumbing Repairs	907.66	62.50	845.16	2,359.42	687.50	1,671.92
Painting & Decorating	164.76	139.08	25.68	2,695.71	1,529.91	1,165.80
Repairs & Maintenance - Supply	1,498.58	936.92	561.66	8,165.73	10,306.09	(2,140.36)
Repairs & Maintenance - Contract	1,659.47	1,020.33	639.14	15,026.43	11,223.66	3,802.77
Grounds Maintenance	1,500.00	1,025.00	475.00	16,505.00	11,275.00	5,230.00
Pest Control Service	0.00	333.33	(333.33)	1,697.50	3,666.66	(1,969.16)
Fire/Alarm Services	675.00	208.33	466.67	2,379.89	2,291.66	88.23
Capital Improvements - Other	0.00	1,515.00	(1,515.00)	520.85	16,665.00	(16,144.15)



Walker Commons 550  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - Flooring	\$ 2,214.39	\$ 833.33	\$ 1,381.06	\$ 9,103.06	\$ 9,166.66	\$ (63.60)
Capital Improvements - Appliance	0.00	216.67	(216.67)	4,316.38	2,383.34	1,933.04
Capital Improvements - HVAC Repl	0.00	608.33	(608.33)	5,456.27	6,691.66	(1,235.39)
Capital Improvements - Water Heat	0.00	266.67	(266.67)	2,074.30	2,933.34	(859.04)
Carpet Cleaning	70.00	33.33	36.67	2,185.00	366.66	1,818.34
HVAC Repairs	0.00	194.00	(194.00)	855.00	2,134.00	(1,279.00)
Cable Service	0.00	32.67	(32.67)	631.75	359.34	272.41
Tenant Services	36.73	300.00	(263.27)	148.11	3,300.00	(3,151.89)
<b>Total Maint. &amp; Operating Exp.</b>	<b>\$ 11,847.45</b>	<b>\$ 11,057.90</b>	<b>\$ 789.55</b>	<b>\$ 98,786.10</b>	<b>\$ 121,637.05</b>	<b>\$ (22,850.95)</b>
<b>Utilities:</b>						
Electricity	\$ 371.92	\$ 595.17	\$ (223.25)	\$ 5,355.01	\$ 6,546.84	\$ (1,191.83)
Water	790.86	863.50	(72.64)	9,771.04	9,498.50	272.54
Sewer	1,286.88	1,312.58	(25.70)	14,156.22	14,438.41	(282.19)
Heating Fuel/Other	117.78	125.00	(7.22)	1,506.58	1,375.00	131.58
Garbage & Trash Removal	342.25	361.25	(19.00)	4,478.00	3,973.75	504.25
<b>Total Utilities</b>	<b>\$ 2,909.69</b>	<b>\$ 3,257.50</b>	<b>\$ (347.81)</b>	<b>\$ 35,266.85</b>	<b>\$ 35,832.50</b>	<b>\$ (565.65)</b>
<b>Administrative:</b>						
Manager's Salary	\$ 3,281.81	\$ 3,043.42	\$ 238.39	\$ 34,139.90	\$ 33,477.59	\$ 662.31
Management Fees	2,408.00	2,408.00	0.00	26,488.00	26,488.00	0.00
Bad Debt Expense	0.00	208.33	(208.33)	0.00	2,291.66	(2,291.66)
Auditing	625.00	625.00	0.00	6,875.00	6,875.00	0.00
Legal	0.00	125.00	(125.00)	2,628.00	1,375.00	1,253.00
Other Administrative Expenses	0.00	16.67	(16.67)	0.00	183.34	(183.34)
<b>Total Administrative Expense</b>	<b>\$ 6,314.81</b>	<b>\$ 6,426.42</b>	<b>\$ (111.61)</b>	<b>\$ 70,130.90</b>	<b>\$ 70,690.59</b>	<b>\$ (559.69)</b>
<b>Taxes &amp; Insurance Reserve For:</b>						
Real Estate Taxes	\$ 0.00	\$ 10.58	\$ (10.58)	\$ 0.00	\$ 116.41	\$ (116.41)
Special Assessments	123.92	0.00	123.92	123.92	0.00	123.92
Property Insurance	1,009.67	1,009.67	0.00	12,939.01	11,106.34	1,832.67
<b>Total Taxes &amp; Insurance Expense</b>	<b>\$ 1,133.59</b>	<b>\$ 1,020.25</b>	<b>\$ 113.34</b>	<b>\$ 13,062.93</b>	<b>\$ 11,222.75</b>	<b>\$ 1,840.18</b>
<b>Other Taxes &amp; Insurance:</b>						
Payroll Taxes	\$ 451.43	\$ 558.67	\$ (107.24)	\$ 5,110.11	\$ 6,145.34	\$ (1,035.23)
Other Taxes, Fees & Permits	34.12	91.67	(57.55)	3,307.87	1,008.34	2,299.53
Bond Premiums	0.00	56.92	(56.92)	290.00	626.09	(336.09)
Worker's Compensation Insurance	265.38	635.42	(370.04)	2,547.07	6,989.59	(4,442.52)
Personnel Medical Insurance	1,676.31	1,692.25	(15.94)	14,088.34	18,614.75	(4,526.41)
<b>Total Other Taxes &amp; Insurance</b>	<b>\$ 2,427.24</b>	<b>\$ 3,034.93</b>	<b>\$ (607.69)</b>	<b>\$ 25,343.39</b>	<b>\$ 33,384.11</b>	<b>\$ (8,040.72)</b>
<b>Other Project Expenses</b>						
Telephone & Answering Service	\$ 62.50	\$ 170.33	\$ (107.83)	\$ 2,255.40	\$ 1,873.66	\$ 381.74

Walker Commons 550  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Internet Service	\$ 0.00	\$ 70.00	\$ (70.00)	\$ 834.35	\$ 770.00	\$ 64.35
Advertising	0.00	16.67	(16.67)	77.99	183.34	(105.35)
Water/Coffee Service	0.00	2.08	(2.08)	0.00	22.91	(22.91)
Office Supplies & Expense	129.27	311.17	(181.90)	2,062.48	3,422.84	(1,360.36)
Postage	69.50	68.25	1.25	579.16	750.75	(171.59)
Toner/Copier Expense	(117.96)	110.33	(228.29)	704.15	1,213.66	(509.51)
Office Furniture & Equipment Expe	2,998.83	0.00	2,998.83	3,753.48	0.00	3,753.48
Travel & Promotion	0.00	33.33	(33.33)	168.00	366.66	(198.66)
Training Expense	0.00	41.67	(41.67)	531.04	458.34	72.70
Credit Checking	0.00	41.67	(41.67)	113.50	458.34	(344.84)
<b>Total Other Project Expenses</b>	<b>\$ 3,142.14</b>	<b>\$ 865.50</b>	<b>\$ 2,276.64</b>	<b>\$ 11,079.55</b>	<b>\$ 9,520.50</b>	<b>\$ 1,559.05</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 13,750.00	\$ 13,750.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 6,875.00	\$ 6,875.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	10,266.74	10,266.66	.08
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 2,808.34</b>	<b>\$ 2,808.33</b>	<b>\$ .01</b>	<b>\$ 30,891.74</b>	<b>\$ 30,891.66</b>	<b>\$ .08</b>
<b>Total Expenses</b>	<b>\$ 30,583.26</b>	<b>\$ 28,470.83</b>	<b>\$ 2,112.43</b>	<b>\$ 284,561.46</b>	<b>\$ 313,179.16</b>	<b>\$ (28,617.70)</b>
Authorized Reserve - Other	\$ 0.00	\$ 4,250.00	\$ (4,250.00)	\$ 0.00	\$ 46,750.00	\$ (46,750.00)
<b>Total Authorized Reserves</b>	<b>\$ 0.00</b>	<b>\$ 4,250.00</b>	<b>\$ (4,250.00)</b>	<b>\$ 0.00</b>	<b>\$ 46,750.00</b>	<b>\$ (46,750.00)</b>

## Park Avenue Apartments November 2021



Separate Variance Report Explaining budget differences and expenditures.

### Updates:

1200 Park Avenue currently has 2 vacancies. Three move-ins and three move-outs during the month of November. 1200 Park Avenue has been very busy filling vacancies and screening applicants.

- Unit #325 new move-out.
- Unit # 336 new move out.

Upcoming Vacancies:

- Unit #233. Termination for nuisance conduct.

One November rent payment still outstanding:

**Unit #207; Balance \$3,841.50.** Resident applied for the rent relief assistance program.  
**Unit #233; Balance \$1,732.19** Termination in process.

To date in December, 8 rent payment are outstanding:

**Unit # 206; \$305.00**  
**Unit # 213; \$261.00**  
**Unit # 306; \$276.00**  
**Unit # 260; \$588.00**  
**Unit # 131; \$455.00**  
**Unit # 125; \$706.00**

Staff is working on collecting rents.



The two heat sensors finally arrived and are scheduled for install on December 30, 2021. The fire alarm/sprinkler system inspection is scheduled for January 18<sup>th</sup>, 2022.

The tree trimming, damaged screens & power washing of areas beneath patio & railing is scheduled for January 2022.

Staff is working on estimates to repair outside lighting, including; poles near the designated smoking area and recessed pathway fixtures.

Staff is planning to distribute goodie bags to residents before the holidays to spread a bit of holiday cheer. What a nice treat for the residents!

Park Avenue 569  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 80,781.00	\$ 75,247.00	\$ 5,534.00	\$ 875,842.50	\$ 827,717.00	\$ 48,125.50
Vacancies	(1,914.00)	(1,504.92)	(409.08)	(23,187.64)	(16,554.09)	(6,633.55)
Rent Adjustments	(54.00)	0.00	(54.00)	(928.74)	0.00	(928.74)
Manager's Unit	(856.00)	(780.00)	(76.00)	(9,416.00)	(8,580.00)	(836.00)
<b>Total Tenant Rent</b>	<b>\$ 77,957.00</b>	<b>\$ 72,962.08</b>	<b>\$ 4,994.92</b>	<b>\$ 842,310.12</b>	<b>\$ 802,582.91</b>	<b>\$ 39,727.21</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 0.00	\$ 1,000.00	\$ (1,000.00)	\$ 7,000.00	\$ 11,000.00	\$ (4,000.00)
Interest Income	1.01	0.00	1.01	14.41	0.00	14.41
Restricted Reserve Interest Incom	8.69	7.25	1.44	102.60	79.75	22.85
Other Tenant Income	\$ 210.00	\$ 365.41	\$ (155.41)	\$ 4,958.74	\$ 4,019.57	\$ 939.17
Miscellaneous Income	\$ 0.00	\$ 12.50	\$ (12.50)	\$ 104.29	\$ 137.50	\$ (33.21)
<b>Other Project Income</b>	<b>\$ 219.70</b>	<b>\$ 1,385.16</b>	<b>\$ (1,165.46)</b>	<b>\$ 12,180.04</b>	<b>\$ 15,236.82</b>	<b>\$ (3,056.78)</b>
<b>Total Project Income</b>	<b>\$ 78,176.70</b>	<b>\$ 74,347.24</b>	<b>\$ 3,829.46</b>	<b>\$ 854,490.16</b>	<b>\$ 817,819.73</b>	<b>\$ 36,670.43</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 24,188.97	\$ 16,716.58	\$ 7,472.39	\$ 254,322.14	\$ 183,882.41	\$ 70,439.73
Utilities (From Pg 2)	4,395.31	9,314.74	(4,919.43)	109,020.13	102,462.23	6,557.90
Administrative (From Pg 2)	10,688.18	9,301.00	1,387.18	114,445.83	102,311.00	12,134.83
Taxes & Insurance (From Pg 2)	3,750.12	2,344.08	1,406.04	25,859.32	25,784.91	74.41
Other Taxes & Insurance (Fr Page	2,293.49	4,510.92	(2,217.43)	38,149.18	49,620.09	(11,470.91)
Other Project Expenses	2,691.23	1,997.00	694.23	18,508.28	21,967.00	(3,458.72)
<b>Total O&amp;M Expenses</b>	<b>\$ 48,007.30</b>	<b>\$ 44,184.32</b>	<b>\$ 3,822.98</b>	<b>\$ 560,304.88</b>	<b>\$ 486,027.64</b>	<b>\$ 74,277.24</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 26,242.49	\$ 26,202.00	\$ 40.49	\$ 288,250.35	\$ 288,222.00	\$ 28.35
Managing General Partner Fees	\$ 1,085.50	\$ 1,085.50	\$ 0.00	\$ 11,863.66	\$ 11,940.50	\$ (76.84)
Transfer - Reserves	2,675.00	2,675.00	0.00	29,425.00	29,425.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 30,002.99</b>	<b>\$ 29,962.50</b>	<b>\$ 40.49</b>	<b>\$ 329,539.01</b>	<b>\$ 329,587.50</b>	<b>\$ (48.49)</b>
<b>Total Project Expenses</b>	<b>\$ 78,010.29</b>	<b>\$ 74,146.82</b>	<b>\$ 3,863.47</b>	<b>\$ 889,843.89</b>	<b>\$ 815,615.14</b>	<b>\$ 74,228.75</b>
<b>Net Profit (Loss)</b>	<b>\$ 166.41</b>	<b>\$ 200.42</b>	<b>\$ (34.01)</b>	<b>\$ (35,353.73)</b>	<b>\$ 2,204.59</b>	<b>\$ (37,558.32)</b>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (6.52)	\$ 0.00	\$ (6.52)	\$ 7,697.00	\$ 0.00	\$ 7,697.00

Park Avenue 569  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
T & I Transfers	\$ (1,804.38)	\$ 0.00	\$ (1,804.38)	\$ (4,472.64)	\$ 0.00	\$ (4,472.64)
Operating Acct MMKT-FFB*	(.43)	0.00	(.43)	(4.57)	0.00	(4.57)
Security Deposits Held	300.00	0.00	300.00	500.00	0.00	500.00
Authorized Reserve - Other	0.00	(8,200.00)	8,200.00	(7,623.94)	(90,200.00)	82,576.06
Pending Reserves	0.00	0.00	0.00	(4,754.00)	0.00	(4,754.00)
Tenant Receivables	(2,419.16)	0.00	(2,419.16)	(555.89)	0.00	(555.89)
Other Receivables	4,088.92	0.00	4,088.92	6,064.12	0.00	6,064.12
Accounts Payable - Trade	13,318.86	0.00	13,318.86	13,059.90	0.00	13,059.90
Accrued Expenses	0.00	0.00	0.00	(3,298.86)	0.00	(3,298.86)
Accrued Insurance	0.00	0.00	0.00	(73,701.00)	0.00	(73,701.00)
Accrued Mgmt Fee Payable	0.00	0.00	0.00	(5,000.00)	0.00	(5,000.00)
Accrued Interest City of Chico	6,125.00	0.00	6,125.00	67,375.00	0.00	67,375.00
Other Notes Payable	6,008.35	0.00	6,008.35	(13,515.74)	0.00	(13,515.74)
Partner's Equity	0.00	0.00	0.00	(15,513.00)	0.00	(15,513.00)
<b>Total Other Cash Flow Items</b>	<b>\$ 25,610.64</b>	<b>\$ (8,200.00)</b>	<b>\$ 33,810.64</b>	<b>\$ (33,743.62)</b>	<b>\$ (90,200.00)</b>	<b>\$ 56,456.38</b>
<b>Net Operating Cash Change</b>	<b>\$ 25,777.05</b>	<b>\$ (7,999.58)</b>	<b>\$ 33,776.63</b>	<b>\$ (69,097.35)</b>	<b>\$ (87,995.41)</b>	<b>\$ 18,898.06</b>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 145,098.84	\$ 76,001.49	\$ (69,097.35)
Operating Acct MMKT-FFB*	10,143.86	10,148.43	4.57
Tax & Insurance-FFB	11,873.27	16,345.91	4,472.64
Security Acct-FFB	35,879.00	35,879.00	0.00
Repl Reserve-Berkadia Bank-IMP	336,332.35	358,060.35	21,728.00
<b>Payables &amp; Receivables:</b>			
Accounts Payable - Trade	4,509.32	17,569.22	13,059.90
Rents Receivable - Current Tenants	1,604.00	3,929.40	2,325.40
Other Tenant Charges Receivable	4,415.00	2,645.49	(1,769.51)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Maintenance &amp; Operating Expenses:</b>						
Maintenance Payroll	\$ 6,127.45	\$ 4,895.25	\$ 1,232.20	\$ 61,452.43	\$ 53,847.75	\$ 7,604.68
Janitorial/Cleaning Supplies	474.65	276.58	198.07	3,609.81	3,042.41	567.40
Plumbing Repairs	0.00	83.33	(83.33)	2,130.77	916.66	1,214.11
Painting & Decorating	0.00	138.92	(138.92)	2,828.13	1,528.09	1,300.04
Repairs & Maintenance - Supply	1,431.81	1,000.00	431.81	9,947.90	11,000.00	(1,052.10)
Repairs & Maintenance - Contract	5,289.12	2,916.67	2,372.45	27,016.61	32,083.34	(5,066.73)

Park Avenue 569  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Grounds Maintenance	\$ 2,490.00	\$ 2,000.00	\$ 490.00	\$ 21,321.12	\$ 22,000.00	\$ (678.88)
Elevator Maintenance & Contract	1,772.86	706.50	1,066.36	12,507.99	7,771.50	4,736.49
Pest Control Service	377.00	1,448.33	(1,071.33)	13,860.00	15,931.66	(2,071.66)
Fire/Alarm Services	100.00	758.33	(658.33)	7,847.65	8,341.66	(494.01)
Security Service	1,356.00	651.00	705.00	7,440.00	7,161.00	279.00
Capital Improvements - Other	183.55	416.67	(233.12)	11,312.87	4,583.34	6,729.53
Capital Improvements - Flooring	0.00	0.00	0.00	24,393.35	0.00	24,393.35
Capital Improvements - Appliance	1,602.32	158.33	1,443.99	6,735.53	1,741.66	4,993.87
Capital Improvements - HVAC Repl	2,035.60	0.00	2,035.60	8,273.83	0.00	8,273.83
Capital Improvements - Water Heat	786.14	0.00	786.14	27,889.77	0.00	27,889.77
Carpet Cleaning	80.00	875.00	(795.00)	4,078.81	9,625.00	(5,546.19)
HVAC Repairs	0.00	225.00	(225.00)	891.00	2,475.00	(1,584.00)
Cable Service	0.00	0.00	0.00	296.91	0.00	296.91
Tenant Services	82.47	166.67	(84.20)	487.66	1,833.34	(1,345.68)
<b>Total Maint. &amp; Operating Exp.</b>	<b>\$ 24,188.97</b>	<b>\$ 16,716.58</b>	<b>\$ 7,472.39</b>	<b>\$ 254,322.14</b>	<b>\$ 183,882.41</b>	<b>\$ 70,439.73</b>
<b>Utilities:</b>						
Electricity	\$ 0.00	\$ 4,776.42	\$ (4,776.42)	\$ 57,280.41	\$ 52,540.59	\$ 4,739.82
Water	705.06	1,170.58	(465.52)	12,129.46	12,876.41	(746.95)
Sewer	2,458.86	2,458.83	.03	27,067.46	27,047.16	20.30
Heating Fuel/Other	0.00	316.83	(316.83)	2,558.51	3,485.16	(926.65)
Garbage & Trash Removal	1,231.39	592.08	639.31	9,984.29	6,512.91	3,471.38
<b>Total Utilities</b>	<b>\$ 4,395.31</b>	<b>\$ 9,314.74</b>	<b>\$ (4,919.43)</b>	<b>\$ 109,020.13</b>	<b>\$ 102,462.23</b>	<b>\$ 6,557.90</b>
<b>Administrative:</b>						
Manager's Salary	\$ 4,655.17	\$ 3,832.25	\$ 822.92	\$ 47,404.64	\$ 42,154.75	\$ 5,249.89
Management Fees	3,948.84	3,717.33	231.51	42,559.01	40,890.66	1,668.35
Bad Debt Expense	0.00	175.00	(175.00)	4,687.50	1,925.00	2,762.50
Auditing	625.00	625.00	0.00	6,875.00	6,875.00	0.00
Bookkeeping Fees	749.00	749.00	0.00	8,025.00	8,239.00	(214.00)
Legal	708.00	177.42	530.58	4,719.02	1,951.59	2,767.43
Other Administrative Expenses	2.17	25.00	(22.83)	175.66	275.00	(99.34)
<b>Total Administrative Expense</b>	<b>\$ 10,688.18</b>	<b>\$ 9,301.00</b>	<b>\$ 1,387.18</b>	<b>\$ 114,445.83</b>	<b>\$ 102,311.00</b>	<b>\$ 12,134.83</b>
<b>Taxes &amp; Insurance Reserve For:</b>						
Special Assessments	\$ 286.20	\$ 26.33	\$ 259.87	\$ 286.20	\$ 289.66	\$ (3.46)
Property Insurance	2,210.92	2,210.92	0.00	24,320.12	24,320.09	.03
Other Insurance	1,253.00	106.83	1,146.17	1,253.00	1,175.16	77.84
<b>Total Taxes &amp; Insurance Expense</b>	<b>\$ 3,750.12</b>	<b>\$ 2,344.08</b>	<b>\$ 1,406.04</b>	<b>\$ 25,859.32</b>	<b>\$ 25,784.91</b>	<b>\$ 74.41</b>
<b>Other Taxes &amp; Insurance:</b>						
Payroll Taxes	\$ 809.15	\$ 786.67	\$ 22.48	\$ 9,836.73	\$ 8,653.34	\$ 1,183.39
Other Taxes, Fees & Permits	43.96	166.67	(122.71)	12,390.61	1,833.34	10,557.27
Bond Premiums	0.00	108.75	(108.75)	553.00	1,196.25	(643.25)

Park Avenue 569  
For the Month Ended November 30, 2021  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Worker's Compensation Insurance	\$ 490.51	\$ 860.25	\$ (369.74)	\$ 5,054.18	\$ 9,462.75	\$ (4,408.57)
Personnel Medical Insurance	949.87	2,588.58	(1,638.71)	10,314.66	28,474.41	(18,159.75)
<b>Total Other Taxes &amp; Insurance</b>	<b>\$ 2,293.49</b>	<b>\$ 4,510.92</b>	<b>\$ (2,217.43)</b>	<b>\$ 38,149.18</b>	<b>\$ 49,620.09</b>	<b>\$ (11,470.91)</b>
<b>Other Project Expenses</b>						
Telephone & Answering Service	\$ 542.58	\$ 506.00	\$ 36.58	\$ 5,979.61	\$ 5,566.00	\$ 413.61
Internet Service	297.93	268.33	29.60	2,937.14	2,951.66	(14.52)
Advertising	0.00	16.67	(16.67)	42.99	183.34	(140.35)
Water/Coffee Service	0.00	31.42	(31.42)	279.87	345.59	(65.72)
Office Supplies & Expense	872.00	450.83	421.17	3,750.51	4,959.16	(1,208.65)
Postage	174.58	84.58	90.00	997.08	930.41	66.67
Toner/Copier Expense	685.64	248.25	437.39	2,832.54	2,730.75	101.79
Office Furniture & Equipment Expe	0.00	250.00	(250.00)	182.31	2,750.00	(2,567.69)
Travel & Promotion	40.00	41.67	(1.67)	380.00	458.34	(78.34)
Training Expense	0.00	61.75	(61.75)	787.64	679.25	108.39
Credit Checking	78.50	29.17	49.33	300.00	320.84	(20.84)
Employee Meals	0.00	8.33	(8.33)	38.59	91.66	(53.07)
<b>Total Other Project Expenses</b>	<b>\$ 2,691.23</b>	<b>\$ 1,997.00</b>	<b>\$ 694.23</b>	<b>\$ 18,508.28</b>	<b>\$ 21,967.00</b>	<b>\$ (3,458.72)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 26,242.49	\$ 26,202.00	\$ 40.49	\$ 288,250.35	\$ 288,222.00	\$ 28.35
Managing General Partner Fees	\$ 1,085.50	\$ 1,085.50	\$ 0.00	\$ 11,863.66	\$ 11,940.50	\$ (76.84)
Transfer - Reserves	2,675.00	2,675.00	0.00	29,425.00	29,425.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 30,002.99</b>	<b>\$ 29,962.50</b>	<b>\$ 40.49</b>	<b>\$ 329,539.01</b>	<b>\$ 329,587.50</b>	<b>\$ (48.49)</b>
<b>Total Expenses</b>	<b>\$ 78,010.29</b>	<b>\$ 74,146.82</b>	<b>\$ 3,863.47</b>	<b>\$ 889,843.89</b>	<b>\$ 815,615.14</b>	<b>\$ 74,228.75</b>
<b>Authorized Reserve - Other</b>						
Authorized Reserve - Other	\$ 0.00	\$ 8,200.00	\$ (8,200.00)	\$ 7,623.94	\$ 90,200.00	\$ (82,576.06)
Pending Reserves	0.00	0.00	0.00	4,754.00	0.00	4,754.00
<b>Total Authorized Reserves</b>	<b>\$ 0.00</b>	<b>\$ 8,200.00</b>	<b>\$ (8,200.00)</b>	<b>\$ 12,377.94</b>	<b>\$ 90,200.00</b>	<b>\$ (77,822.06)</b>



## Monthly Property Summary Report

75 Harvest Park Court

**November 2021**



# HARVEST P A R K

CHICO, CA.  
90 UNITS  
TAX CREDIT

## MONTHLY PROPERTY SUMMARY REPORT

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### INCOME AND EXPENSE SUMMARY

• Total Operating Income Actual/Month:	\$82,254.15	+\$1,487.15	1.84%
• Total Operating Income Budget/Month:	\$80,767.00		
• Total Operating Income Actual/YTD:	\$874,589.53	-\$3,235.47	-0.36%
• Total Operating Income Budget/YTD:	\$877,825.00		
• Total Operating Expenses Actual/Month:	\$26,601.93	-\$3,794.40	12.48%
• Total Operating Expenses Budget/Month:	\$30,396.33		
• Total Operating Expenses Actual/YTD:	\$371,753.23	-\$1,310.17	0.35%
• Total Operating Expenses Budget/YTD:	\$373,063.40		
• Total Net Operating Income Actual/Month:	\$55,652.22	+\$5,281.55	10.48%
• Total Net Operating Income Budget/Month:	\$50,370.67		
• Total Net Operating Income Actual/YTD:	\$502,836.30	-\$1,925.30	0.38%
• Total Net Operating Income Budget/YTD:	\$504,761.60		

# BUDGET VARIANCE REPORT

(Line-Item Variance Report: Expenses Exceeding 10% of budget or \$500 minimum variance.)

November Financials - Expense Variances					
Month Ending 10/31/2021					
GL / Description	Actual	Budget	Variance	%	Comments:
6330-0000 - Managers Payroll	\$5,865.08	\$2,675.00	(\$3,190.08)	-119.26%	Prior Mgr. Final Payroll/Payout; New Mgr. (Ana Haver) Allocation.
6561-0000 - Decorator Supplies	\$573.04	\$0.00	(\$573.04)	100.00%	Apts. #116 & #211 Paint Materials.
6562-0000 - Decorator Contract Services	\$1,380.00	\$0.00	(\$1,380.00)	100.00%	Apts. #116 & #211 Prep & Paint.
6360-0000 - Telephone	\$1,399.55	\$869.00	(\$530.55)	-61.05%	Comcast, New Horizon, Core & AT&T Invoices - Srvc. 11.01.21 - 12.12.21.

# RESIDENT DELINQUENT RENT STATUS

(Table below sorted by "total" highest to lowest delinquency)

Harvest Park Resident Delinquency Status											
Bldg/Un	Name	Move-In/Out	Code Description	Total Delinquency	Curren	Over 30 Day	Over 60 Day	Over 90 Day	Balance Over 30 Days	COVID ON ERAP	Property Response
07 - 238		08/01/2020	RENT	8,559.00	718.00	718.00	718.00	6,405.00	Yes		Applied for RA, pending review from county.
06 - 234		12/16/2019	RENT	5,936.00	315.00	315.00	315.00	4,991.00	Yes		Applied for RA, pending review from county.
06 - 133		02/10/2014	RENT	5,017.00	838.00	838.00	838.00	2,503.00	Yes		Applied for RA, pending review from county.
07 - 137		02/10/2015	RENT	4,320.00	877.00	877.00	877.00	1,689.00	Yes		Applied for RA, pending review from county.
04 - 220		12/12/2017	RENT	4,123.00	0.00	254.00	877.00	2,992.00	Yes		Applied for RA, pending review from county.
06 - 233		02/19/2021	RENT	3,368.00	877.00	877.00	0.00	1,614.00	Yes		Applied for RA, pending review from county.
02 - 108		01/09/2015	RENT	3,320.00	0.00	0.00	0.00	3,320.00	Yes		Applied for RA, pending review from county.
02 - 110		02/21/2019	RENT	2,260.00	1,130.00	1,130.00	0.00	0.00	Yes		Applied for RA, pending recertification to receive the rest of the outstanding balance.
04 - 119		01/09/2014	RENT	1,130.00	0.00	0.00	0.00	1,130.00	Yes		Reviewing payment history with resident, they are consistent payers.
04 - 219		01/28/2015	RENT	1,130.00	1,130.00	0.00	0.00	0.00	Yes		Paid in full
05 - 128		01/16/2014	RENT	718.00	0.00	0.00	0.00	718.00	Yes		Paid in full
06 - 230		03/31/2017	RENT	662.00	0.00	0.00	0.00	662.00	Yes		Applied for RA, pending review from county.
05 - 226		02/17/2017	RENT	648.00	0.00	648.00	0.00	0.00	Yes		Applied for RA, pending review from county.
03 - 116		11/12/2021	RENT	555.00	555.00	0.00	0.00	0.00			Paid in full
06 - 232		04/29/2014	RENT	541.00	482.00	0.00	0.00	59.00			
01 - 101		07/15/2019	RENT	469.35	461.00	0.00	0.00	8.35			Requested payment history from payee, resident claims rent was paid.
08 - 244		01/16/2014	RENT	293.00	293.00	0.00	0.00	0.00			Reviewing ledger with tenant.
05 - 227		04/07/2020	RENT	190.00	190.00	0.00	0.00	0.00			
04 - 120		08/31/2016	RENT	144.00	0.00	0.00	144.00	0.00			
03 - 215		03/17/2020	RENT	140.00	0.00	0.00	0.00	140.00			
08 - 145		01/16/2014	RENT	44.68	9.00	9.00	9.00	17.68			
02 - 114		01/28/2015	RENT	40.00	40.00	0.00	0.00	0.00			
08 - 245		03/01/2017	RENT	37.31	21.00	0.00	0.00	16.31			
03 - 217		08/07/2020	RENT	37.00	0.00	0.00	0.00	37.00			
05 - 127		05/26/2016	RENT	22.00	22.00	0.00	0.00	0.00			
08 - 141		01/24/2017	RENT	19.00	0.00	0.00	0.00	19.00			
01 - 106		01/29/2014	RENT	10.00	0.00	0.00	0.00	10.00			
08 - 240		08/09/2018	RENT	7.00	0.00	0.00	0.00	7.00			
				43,740.34	7,958.00	5,666.00	3,778.00	26,338.34	12		

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## SUMMARY OF CAPITAL EXPENSES AND IMPROVEMENTS

2021 AHDC CAPEX PROJECTS - HARVEST PARK & PARKSIDE TERRACE									
Property/SPM	Capital Project	Vendor	Operating Cash		Operating Cash GL		Project Status	Variance to	
			(0002)	Bid	Codes	Actual Cost		Budget	
<i>Harvest Park</i>	Dryer Duct Cleaning	James Brothers Cleaning		\$ 4,680	1431-0002	Completed.	\$ 4,680	\$ -	
<i>Ana Haver</i>	Asphalt slurry seal and stripe	American Asphalt		\$ 18,779		Completed.	\$ 18,779	\$ -	
<i>Derrek Hammes</i>	Paint all metal rails throughout property	Above the Cut		\$ 8,000		Completed.	\$ 8,000	\$ -	
	Computer Lab Computer Replacement	N/A		\$ -		Equipment is in good shape, no need to replace.	\$ -	\$ -	
	Printer	N/A		\$ -		Equipment is in good shape, no need to replace.	\$ -	\$ -	
	Community Room Furniture	N/A		\$ -		In great shape, no need to replace.	\$ -	\$ -	
	Computer Room Upgrades	Completed		\$ -		Completed. New chair ordered & installed. Completed.	\$ -	\$ -	
	Tree Trimming	Next Year - 2022		\$ -	1415-0002	Remainder of tree trimming to be pushed to 2022.	\$ -	\$ -	
	Bark	Next Year - 2022		\$ -	1415-0002	Remainder of tree trimming to be pushed to 2022 (approx. 50 cu. Ft.).	\$ -	\$ -	
	Carpet		Annual Budget:	\$ 14,000	1440-0002		Actual YTD: \$ 1,699	\$ 12,301	
	Appliances		Annual Budget:	\$ 6,400	1486-0000		Actual YTD: \$ 16,112	\$ (9,712)	
				<b>\$ 51,859</b>			<b>\$ 49,269</b>	<b>\$ 2,590</b>	

<b>Pending Work</b>
Completed Partial / Remainder 2022
Completed
Replacement Items / Ongoing

- YTD Actual Capital Improvements Completed \$63,568.54
- YTD Budgeted Capital Improvements Budgeted \$56,546.00

**GENERAL PROPERTY ISSUES and HIGHLIGHTS**

We ended the month with (**0**) vacant units; (**0**) Units On-Notice. 100% leased & 100% occupied.

In general, we had a drop this financial year and experienced some struggles with maintenance and damaged units due to water intrusion.

## Harvest Park - 1649 Budget Comparison November 30, 2021

	Month Ending 11/30/2021				Year to Date 11/30/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
<b>INCOME</b>									
<b>RENTAL INCOME</b>									
5120-0000 - Rental Income	53,763.00	82,514.00	(28,751.00)	(34.84)	619,844.00	897,946.00	(278,102.00)	(30.97)	980,460.00
5150-0000 - Rental Assistance	23,454.00	0.00	23,454.00	(100.00)	229,530.87	0.00	229,530.87	(100.00)	0.00
5221-0000 - Gain/(Loss) to Lease	6,013.00	0.00	6,013.00	(100.00)	41,162.00	0.00	41,162.00	(100.00)	0.00
<b>TOTAL RENTAL INCOME</b>	<b>83,230.00</b>	<b>82,514.00</b>	<b>716.00</b>	<b>0.86</b>	<b>890,536.87</b>	<b>897,946.00</b>	<b>(7,409.13)</b>	<b>(0.82)</b>	<b>980,460.00</b>
<b>AHDC IS - MISC. INCOME</b>									
5330-0000 - Tenant Services	0.00	0.00	0.00	0.00	175.00	75.00	100.00	133.33	75.00
5332-0000 - Application Fees	105.00	70.00	35.00	50.00	420.00	595.00	(175.00)	(29.41)	595.00
5385-0000 - Late/Term Fees	0.00	100.00	(100.00)	(100.00)	0.00	1,100.00	(1,100.00)	(100.00)	1,200.00
5390-0002 - Damages	300.00	425.00	(125.00)	(29.41)	1,110.00	4,675.00	(3,565.00)	(76.25)	5,100.00
5341-0000 - Cable Revenue	1,159.15	0.00	1,159.15	(100.00)	4,626.25	4,260.00	366.25	8.59	4,260.00
5341-0001 - Contra Cable Revenue	0.00	0.00	0.00	0.00	(866.78)	(1,064.00)	197.22	18.53	(1,064.00)
<b>TOTAL MISC. INCOME</b>	<b>1,564.15</b>	<b>595.00</b>	<b>969.15</b>	<b>162.88</b>	<b>5,464.47</b>	<b>9,641.00</b>	<b>(4,176.53)</b>	<b>(43.32)</b>	<b>10,166.00</b>
<b>OTHER INCOME</b>									
5493-0000 - Int on Replacement Reserve	0.00	8.00	(8.00)	(100.00)	11.19	88.00	(76.81)	(87.28)	96.00
<b>TOTAL OTHER INCOME</b>	<b>0.00</b>	<b>8.00</b>	<b>(8.00)</b>	<b>(100.00)</b>	<b>11.19</b>	<b>88.00</b>	<b>(76.81)</b>	<b>(87.28)</b>	<b>96.00</b>
<b>VACANCY LOSS/RENTAL LOSS/BAD DEBT</b>									
5218-0000 - Free Rent-Marketing Concession	(100.00)	(150.00)	50.00	33.33	(1,100.00)	(1,650.00)	550.00	33.33	(1,800.00)
5220-0000 - Vacancies Apartment	(1,337.00)	(1,097.00)	(240.00)	(21.87)	(8,474.00)	(12,067.00)	3,593.00	29.77	(13,164.00)
6370-0000 - Bad Debt	0.00	0.00	0.00	0.00	0.00	(2,500.00)	2,500.00	100.00	(2,500.00)
6370-0004 - Bad Debt-Miscellaneous	0.00	0.00	0.00	0.00	0.00	(1,500.00)	1,500.00	100.00	(1,500.00)
6330-0002 - Office Manager Rent Free Unit	(1,103.00)	(1,103.00)	0.00	0.00	(11,849.00)	(12,133.00)	284.00	2.34	(13,236.00)
<b>TOTAL VACANCY</b>	<b>(2,540.00)</b>	<b>(2,350.00)</b>	<b>(190.00)</b>	<b>(8.08)</b>	<b>(21,423.00)</b>	<b>(29,850.00)</b>	<b>8,427.00</b>	<b>28.23</b>	<b>(32,200.00)</b>
<b>TOTAL INCOME</b>	<b>82,254.15</b>	<b>80,767.00</b>	<b>1,487.15</b>	<b>1.84</b>	<b>874,589.53</b>	<b>877,825.00</b>	<b>(3,235.47)</b>	<b>(0.36)</b>	<b>958,522.00</b>
<b>EXPENSES</b>									
<b>MANAGEMENT FEES</b>									
6320-0000 - Management Fees	4,300.25	4,038.00	(262.25)	(6.49)	41,379.26	43,965.00	2,585.74	5.88	48,000.00
<b>TOTAL MANAGEMENT FEES</b>	<b>4,300.25</b>	<b>4,038.00</b>	<b>(262.25)</b>	<b>(6.49)</b>	<b>41,379.26</b>	<b>43,965.00</b>	<b>2,585.74</b>	<b>5.88</b>	<b>48,000.00</b>
<b>REAL ESTATE TAXES</b>									
6710-0000 - Taxes Real Estate	13.41	14.00	0.59	4.21	147.49	154.00	6.51	4.22	168.00
6712-0000 - Taxes Other	0.00	0.00	0.00	0.00	385.39	365.00	(20.39)	(5.58)	365.00
<b>TOTAL REAL ESTATE TAXES</b>	<b>13.41</b>	<b>14.00</b>	<b>0.59</b>	<b>4.21</b>	<b>532.88</b>	<b>519.00</b>	<b>(13.88)</b>	<b>(2.67)</b>	<b>533.00</b>
<b>INSURANCE</b>									
6720-0000 - Insurance Property	2,558.33	2,475.00	(83.33)	(3.36)	27,217.14	26,550.00	(667.14)	(2.51)	29,025.00

## Harvest Park - 1649 Budget Comparison November 30, 2021

	Month Ending 11/30/2021				Year to Date 11/30/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
6720-0002 - Franchise Tax - Calif Pnps	0.00	0.00	0.00	0.00	800.00	800.00	0.00	0.00	800.00
<b>TOTAL INSURANCE</b>	<b>2,558.33</b>	<b>2,475.00</b>	<b>(83.33)</b>	<b>(3.36)</b>	<b>28,017.14</b>	<b>27,350.00</b>	<b>(667.14)</b>	<b>(2.43)</b>	<b>29,825.00</b>
<b>UTILITIES EXPENSES</b>									
6430-0000 - Electricity Vacant	0.00	5.00	5.00	100.00	219.73	155.00	(64.73)	(41.76)	170.00
6440-0000 - Gas/Oil Heat Vacant	0.00	5.00	5.00	100.00	87.58	55.00	(32.58)	(59.23)	60.00
6450-0000 - Electricity	713.31	1,500.00	786.69	52.44	9,427.29	17,085.00	7,657.71	44.82	18,585.00
6451-0000 - Water and Sewer	4,195.61	4,100.00	(95.61)	(2.33)	52,920.88	47,545.00	(5,375.88)	(11.30)	51,645.00
6452-0000 - Natural Gas Heat	77.14	300.00	222.86	74.28	1,757.22	1,940.00	182.78	9.42	2,240.00
6470-0000 - Rubbish Removal	912.96	1,043.00	130.04	12.46	11,377.01	11,473.00	95.99	0.83	12,516.00
6454-0000 - Utility Processing	46.20	45.00	(1.20)	(2.66)	915.78	795.00	(120.78)	(15.19)	840.00
<b>TOTAL UTILITY EXPENSES</b>	<b>5,945.22</b>	<b>6,998.00</b>	<b>1,052.78</b>	<b>15.04</b>	<b>76,705.49</b>	<b>79,048.00</b>	<b>2,342.51</b>	<b>2.96</b>	<b>86,056.00</b>
<b>PAYROLL</b>									
6310-0000 - Office Payroll	131.73	110.00	(21.73)	(19.75)	1,369.99	1,210.00	(159.99)	(13.22)	1,420.00
6317-0000 - Temporary Services	0.00	0.00	0.00	0.00	7,625.15	0.00	(7,625.15)	(100.00)	0.00
6330-0000 - Managers Payroll	5,865.08	2,675.00	(3,190.08)	(119.25)	38,469.36	33,435.00	(5,034.36)	(15.05)	37,571.00
6539-0000 - Maintenance Payroll General	9.34	3,188.00	3,178.66	99.70	24,674.62	37,112.00	12,437.38	33.51	42,042.00
6714-0001 - Taxes-Payroll Administrative	436.52	205.00	(231.52)	(112.93)	3,074.47	3,086.00	11.53	0.37	3,402.00
6714-0002 - Taxes-Payroll Maintenance	0.64	244.00	243.36	99.73	2,313.27	3,365.00	1,051.73	31.25	3,742.00
6724-0001 - Workers Comp. - Payroll Admin	181.33	176.00	(5.33)	(3.02)	1,979.08	2,200.00	220.92	10.04	2,472.00
6724-0002 - Workers Compensation-Payroll Maintenance	212.86	209.00	(3.86)	(1.84)	2,341.33	2,434.00	92.67	3.80	2,758.00
6726-0001 - Health Ins. & Benefits-Payroll Admin	916.68	1,096.00	179.32	16.36	8,510.01	12,234.00	3,723.99	30.43	13,426.00
6726-0002 - Health Ins. & Benefits-Payroll Maint.	2.75	1,116.00	1,113.25	99.75	1,515.73	12,392.00	10,876.27	87.76	13,612.00
<b>TOTAL PAYROLL</b>	<b>7,756.93</b>	<b>9,019.00</b>	<b>1,262.07</b>	<b>13.99</b>	<b>91,873.01</b>	<b>107,468.00</b>	<b>15,594.99</b>	<b>14.51</b>	<b>120,445.00</b>
<b>OPERATING &amp; MAINTENANCE EXPENSE</b>									
6462-0000 - Exterminating Contract	0.00	433.00	433.00	100.00	4,500.00	7,163.00	2,663.00	37.17	7,596.00
6490-0019 - Property Expense Covid19 Coronavirus	0.00	0.00	0.00	0.00	216.20	0.00	(216.20)	(100.00)	0.00
6511-0000 - Security Contract and Repairs	0.00	90.00	90.00	100.00	1,142.96	990.00	(152.96)	(15.45)	1,080.00
6521-0000 - Grounds Supplies	0.00	75.00	75.00	100.00	1,452.75	2,845.00	1,392.25	48.93	2,920.00
6522-0000 - Grounds Contract	0.00	1,825.00	1,825.00	100.00	19,890.00	20,075.00	185.00	0.92	21,900.00
6541-0000 - Maintenance Supplies	725.33	750.00	24.67	3.28	18,124.49	8,250.00	(9,874.49)	(119.69)	9,000.00
6545-0000 - Repairs Contract General	165.00	400.00	235.00	58.75	20,055.38	4,400.00	(15,655.38)	(355.80)	4,800.00
6546-0000 - Repairs Contract Electric	0.00	0.00	0.00	0.00	0.00	800.00	800.00	100.00	800.00
6547-0000 - Repairs - Contract - HVAC	0.00	0.00	0.00	0.00	754.00	1,500.00	746.00	49.73	1,500.00
6548-0000 - Repairs - Contract - Plumbing	260.73	208.00	(52.73)	(25.35)	5,114.21	2,568.00	(2,546.21)	(99.15)	2,776.00
6552-0000 - Uniforms	0.00	0.00	0.00	0.00	300.63	500.00	199.37	39.87	500.00
6580-0000 - Maintenance Equipment Expense	0.00	0.00	0.00	0.00	0.00	829.97	829.97	100.00	829.97
6581-0000 - Appliance Repair	0.00	210.00	210.00	100.00	1,861.27	2,310.00	448.73	19.42	2,520.00
6582-0000 - Lock and Key Expense	0.00	0.00	0.00	0.00	0.00	100.00	100.00	100.00	100.00
6586-0000 - Fire and Safety Systems	0.00	0.00	0.00	0.00	1,959.90	3,052.80	1,092.90	35.79	3,530.40
6991-0000 - Pool Supplies	50.06	35.00	(15.06)	(43.02)	1,816.60	1,225.00	(591.60)	(48.29)	1,260.00
6992-0000 - Pool Contract	258.01	267.00	8.99	3.36	2,842.02	2,937.00	94.98	3.23	3,204.00

## Harvest Park - 1649 Budget Comparison November 30, 2021

	Month Ending 11/30/2021				Year to Date 11/30/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
<b>TOTAL OPERATING &amp; MAINT. EXPS.</b>	<b>1,459.13</b>	<b>4,293.00</b>	<b>2,833.87</b>	<b>66.01</b>	<b>80,030.41</b>	<b>59,545.77</b>	<b>(20,484.64)</b>	<b>(34.40)</b>	<b>64,316.37</b>
<b>TURNOVER COSTS</b>									
6531-0000 - Cleaning Supplies	0.00	0.00	0.00	0.00	635.31	400.00	(235.31)	(58.82)	400.00
6532-0000 - Cleaning Contract	0.00	483.33	483.33	100.00	2,380.00	5,316.63	2,936.63	55.23	5,799.96
6561-0000 - Decorator Supplies	573.04	0.00	(573.04)	(100.00)	4,436.79	1,500.00	(2,936.79)	(195.78)	1,500.00
6562-0000 - Decorator Contract Services	1,380.00	0.00	(1,380.00)	(100.00)	3,360.00	300.00	(3,060.00)	(1,020.00)	300.00
<b>TOTAL TURNOVER COSTS</b>	<b>1,953.04</b>	<b>483.33</b>	<b>(1,469.71)</b>	<b>(304.08)</b>	<b>10,812.10</b>	<b>7,516.63</b>	<b>(3,295.47)</b>	<b>(43.84)</b>	<b>7,999.96</b>
<b>MARKETING</b>									
6212-0000 - Collateral Materials/Brand Identity	83.80	87.00	3.20	3.67	1,274.26	1,207.00	(67.26)	(5.57)	1,294.00
6216-0000 - Promotions and Promotional Items	0.00	0.00	0.00	0.00	110.48	156.00	45.52	29.17	156.00
6290-0000 - Miscellaneous Renting Expense	107.66	58.00	(49.66)	(85.62)	246.19	642.00	395.81	61.65	740.00
6981-0000 - Resident Supplies	0.00	70.00	70.00	100.00	323.16	1,030.00	706.84	68.62	1,100.00
<b>TOTAL MARKETING</b>	<b>191.46</b>	<b>215.00</b>	<b>23.54</b>	<b>10.94</b>	<b>1,954.09</b>	<b>3,035.00</b>	<b>1,080.91</b>	<b>35.61</b>	<b>3,290.00</b>
<b>ADMINISTRATIVE EXPENSES</b>									
6280-0000 - Credit Reports and Fees	0.00	11.00	11.00	100.00	1.40	121.00	119.60	98.84	132.00
6311-0000 - Office Expenses	379.37	594.00	214.63	36.13	7,391.51	7,499.00	107.49	1.43	8,093.00
6312-0000 - Copy Machine	185.99	132.00	(53.99)	(40.90)	1,518.66	1,452.00	(66.66)	(4.59)	1,584.00
6313-0000 - Postage	0.00	37.00	37.00	100.00	140.18	407.00	266.82	65.55	444.00
6316-0000 - Travel/Mileage	196.00	650.00	454.00	69.84	601.89	2,200.00	1,598.11	72.64	2,300.00
6316-0003 - Training	0.00	213.00	213.00	100.00	1,122.49	1,483.00	360.51	24.30	1,583.00
6316-0004 - Training - New Employee Orientation	0.00	0.00	0.00	0.00	814.41	0.00	(814.41)	(100.00)	0.00
6340-0000 - Legal Expense	0.00	0.00	0.00	0.00	0.00	2,400.00	2,400.00	100.00	2,400.00
6350-0000 - Auditing	0.00	0.00	0.00	0.00	12,940.00	12,000.00	(940.00)	(7.83)	12,000.00
6355-0001 - Administrative Fees	0.00	0.00	0.00	0.00	0.00	2,250.00	2,250.00	100.00	2,250.00
6360-0000 - Telephone	1,399.55	869.00	(530.55)	(61.05)	11,767.23	9,559.00	(2,208.23)	(23.10)	10,428.00
6380-0000 - Advertising - Employees	0.00	0.00	0.00	0.00	385.00	0.00	(385.00)	(100.00)	0.00
6385-0000 - Dues and Memberships	0.00	0.00	0.00	0.00	1,040.00	450.00	(590.00)	(131.11)	450.00
6390-0000 - Miscellaneous	0.00	0.00	0.00	0.00	259.99	740.00	480.01	64.86	740.00
6391-0000 - Licenses	0.00	0.00	0.00	0.00	0.00	150.00	150.00	100.00	150.00
6392-0000 - Bank Charges	263.25	355.00	91.75	25.84	2,466.09	3,905.00	1,438.91	36.84	4,260.00
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>2,424.16</b>	<b>2,861.00</b>	<b>436.84</b>	<b>15.26</b>	<b>40,448.85</b>	<b>44,616.00</b>	<b>4,167.15</b>	<b>9.34</b>	<b>46,814.00</b>
<b>TOTAL EXPENSES</b>	<b>26,601.93</b>	<b>30,396.33</b>	<b>3,794.40</b>	<b>12.48</b>	<b>371,753.23</b>	<b>373,063.40</b>	<b>1,310.17</b>	<b>0.35</b>	<b>407,279.33</b>
<b>NET OPERATING INCOME</b>	<b>55,652.22</b>	<b>50,370.67</b>	<b>5,281.55</b>	<b>10.48</b>	<b>502,836.30</b>	<b>504,761.60</b>	<b>(1,925.30)</b>	<b>(0.38)</b>	<b>551,242.67</b>
<b>REPLACEMENT RESERVE/OTHER ESCROWS</b>									
1316-0000 - Escrow - Replacement Reserve	2,332.50	2,333.00	0.50	0.02	25,657.50	25,663.00	5.50	0.02	27,996.00
<b>TOTAL REPLACEMENT RESERVE/OTHER ESCROWS</b>	<b>2,332.50</b>	<b>2,333.00</b>	<b>0.50</b>	<b>0.02</b>	<b>25,657.50</b>	<b>25,663.00</b>	<b>5.50</b>	<b>0.02</b>	<b>27,996.00</b>
<b>DEBT SERVICE</b>									



## Harvest Park - 1649 Budget Comparison November 30, 2021

	Month Ending 11/30/2021				Year to Date 11/30/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
2320-0000 - Mortgage Payable 1st Mortgage	5,000.00	5,000.00	0.00	0.00	55,000.00	55,000.00	0.00	0.00	60,000.00
6820-0000 - Interest on Mortgage	10,848.13	10,848.12	(0.01)	0.00	119,804.40	119,804.36	(0.04)	0.00	130,652.48
6824-0000 - Interest on Mortgage - 4th	1,297.17	1,375.57	78.40	5.69	14,268.87	15,190.49	921.62	6.06	16,611.92
6828-0000 - Service Fee	5,950.33	5,986.82	36.49	0.60	65,842.58	66,098.05	255.47	0.38	72,080.45
<b>TOTAL DEBT SERVICE</b>	<b>23,095.63</b>	<b>23,210.51</b>	<b>114.88</b>	<b>0.49</b>	<b>254,915.85</b>	<b>256,092.90</b>	<b>1,177.05</b>	<b>0.45</b>	<b>279,344.85</b>
<b>MISCELLANEOUS</b>									
6890-0000 - Miscellaneous Financial Exp	416.67	416.67	0.00	0.00	4,583.37	7,083.37	2,500.00	35.29	10,000.04
6892-0000 - Trustee Fees	283.33	283.33	0.00	0.00	3,116.63	3,116.63	0.00	0.00	3,399.96
<b>TOTAL MISCELLANEOUS</b>	<b>700.00</b>	<b>700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,700.00</b>	<b>10,200.00</b>	<b>2,500.00</b>	<b>24.50</b>	<b>13,400.00</b>
<b>CAPITAL EXPENDITURES</b>									
1415-0002 - Landscape and Land Improvements	18,779.00	0.00	(18,779.00)	(100.00)	41,759.00	14,500.00	(27,259.00)	(187.99)	14,500.00
1431-0000 - Building Improvements	0.00	0.00	0.00	0.00	1,984.13	0.00	(1,984.13)	(100.00)	0.00
1431-0002 - Building Improvements	0.00	0.00	0.00	0.00	0.00	12,555.00	12,555.00	100.00	12,555.00
1440-0002 - Carpet/Flooring	0.00	2,000.00	2,000.00	100.00	1,698.60	14,000.00	12,301.40	87.86	14,000.00
1446-0002 - Computers	0.00	0.00	0.00	0.00	375.37	2,968.00	2,592.63	87.35	2,968.00
1461-0002 - Furniture & Fixtures	0.00	0.00	0.00	0.00	1,639.69	6,123.00	4,483.31	73.22	6,123.00
1486-0000 - Appliances	0.00	0.00	0.00	0.00	16,111.75	6,400.00	(9,711.75)	(151.74)	6,400.00
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>18,779.00</b>	<b>2,000.00</b>	<b>(16,779.00)</b>	<b>(838.95)</b>	<b>63,568.54</b>	<b>56,546.00</b>	<b>(7,022.54)</b>	<b>(12.41)</b>	<b>56,546.00</b>
<b>MORTGAGOR EXPENSES</b>									
7115-0000 - Non Profit Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
7135-0000 - Asset Management Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,940.00
7153-0000 - Administration Fee Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,500.00
<b>TOTAL MORTGAGOR EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41,440.00</b>
<b>PROFIT/LOSS</b>	<b>10,745.09</b>	<b>22,127.16</b>	<b>(11,382.07)</b>	<b>(51.43)</b>	<b>150,994.41</b>	<b>156,259.70</b>	<b>(5,265.29)</b>	<b>(3.36)</b>	<b>132,515.82</b>
<b>Additional Adjustments to Cash Flow</b>									
Accounts Payable	(2,390.21)	0.00	(2,390.21)	(100.00)	(7,884.68)	0.00	(7,884.68)	(100.00)	0.00
Resident Accounts Receivable	(4,328.00)	0.00	(4,328.00)	(100.00)	(37,751.45)	0.00	(37,751.45)	(100.00)	0.00
Subsidy Accounts Receivable	(705.00)	0.00	(705.00)	(100.00)	(1,022.74)	0.00	(1,022.74)	(100.00)	0.00
Other Accounts Receivable	0.00	0.00	0.00	0.00	11,500.00	0.00	11,500.00	(100.00)	0.00
Prepaid Expenses	2,571.74	0.00	2,571.74	(100.00)	(4,125.45)	0.00	(4,125.45)	(100.00)	0.00
Prepaid Rent	(1,424.10)	0.00	(1,424.10)	(100.00)	2,416.65	0.00	2,416.65	(100.00)	0.00
Net Accruals	394.19	0.00	394.19	(100.00)	(10,673.97)	0.00	(10,673.97)	(100.00)	0.00
Accrued Interest on Deferred Loans	1,297.17	1,375.57	(78.40)	(5.69)	14,268.87	15,190.49	(921.62)	(6.06)	16,611.92
Distributions to Owners	0.00	0.00	0.00	0.00	(202,822.00)	0.00	(202,822.00)	(100.00)	0.00
Escrow Tax	(13.68)	(14.00)	0.32	2.28	10.40	(154.00)	164.40	106.75	(168.00)
Escrow Insurance	(2,686.25)	(2,475.00)	(211.25)	(8.53)	292.64	(26,550.00)	26,842.64	101.10	(29,025.00)
Escrow Other	0.00	(8.00)	8.00	100.00	(11.19)	(88.00)	76.81	87.28	(96.00)

**Harvest Park - 1649**  
**Budget Comparison**  
November 30, 2021

	<b>Month Ending 11/30/2021</b>				<b>Year to Date 11/30/2021</b>				<b>Annual</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>%</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>%</b>	<b>Budget</b>
<b>Total Additional Adjustments to Cash Flow</b>	<u>(7,284.14)</u>	<u>(1,121.43)</u>	<u>(6,162.71)</u>	<u>(549.54)</u>	<u>(235,802.92)</u>	<u>(11,601.51)</u>	<u>(224,201.41)</u>	<u>(1,932.51)</u>	<u>(12,677.08)</u>
<b>Total Net Adjusted Cash Flow</b>	<u>3,460.95</u>	<u>21,005.73</u>	<u>(17,544.78)</u>	<u>(83.52)</u>	<u>(84,808.51)</u>	<u>144,658.19</u>	<u>(229,466.70)</u>	<u>(158.62)</u>	<u>119,838.74</u>
<b>Net Change in Cash from TB</b>	<u>3,460.95</u>	<u>0.00</u>	<u>3,460.95</u>	<u>100.00</u>	<u>(84,808.51)</u>	<u>0.00</u>	<u>(84,808.51)</u>	<u>100.00</u>	<u>0.00</u>
<b>Variance</b>	<u>0.00</u>	<u>(21,005.73)</u>	<u>21,005.73</u>	<u>100.00</u>	<u>0.00</u>	<u>(144,658.19)</u>	<u>144,658.19</u>	<u>100.00</u>	<u>(119,838.74)</u>



## GRIDLEY SPRINGS December 2021

### Property Status:

1. GSI is 100% occupied with Zero notices to vacate..
2. GSII is 100% occupied with Zero notices to vacate.
3. GSI FY22 budget has been submitted and we are waiting on approval. USDA notified us that they are behind and hope to have final approval of FY22 budgets completed by 12/17/2021.
4. The replacement GSI monument sign was installed and looks fantastic. This was an approved expense by USDA.

Sincerely,  
Mac Upshaw



**DHI GRIDLEY SPRINGS I  
As of  
November 30, 2021**

**CASH SUMMARY - Operating Account**

	NOVEMBER		11 months YTD	
	2021	%%	2021	%%
Total Rent Revenue	21,253.00	100.00%	247,361.02	100.00%
Vacancies	0.00	0.00%	(2,485.00)	-1.00%
Net Rental Revenue	21,253.00	100.00%	244,876.02	99.00%
Other Income	326.43	1.54%	4,793.58	1.94%
<b>Total Revenue</b>	<b>21,579.43</b>	<b>101.54%</b>	<b>249,669.60</b>	<b>100.93%</b>
<b>Expenses:</b>				
Administrative Expenses	4,987.70	23.47%	61,311.78	24.79%
Utilities	2,894.97	13.62%	32,225.50	13.03%
Operating & Maintenance	7,759.71	36.51%	65,902.52	26.64%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	1,474.95	6.94%	25,074.57	10.14%
<b>Total Expenses</b>	<b>17,117.33</b>	<b>73.60%</b>	<b>184,514.37</b>	<b>35.54%</b>
<b>Net Operating Income</b>	<b>4,462.10</b>	<b>50.13%</b>	<b>65,155.23</b>	<b>39.67%</b>
Interest and Finance Expense	1,286.51	6.05%	14,311.20	5.79%
Replacement Costs	0.00	0.00%	17,136.84	6.93%
<b>Net Cash Flow from Operations</b>	<b>3,175.59</b>		<b>33,707.19</b>	

**Plus (Minus)**

Interest Income	(2.51)	(431.78)
Unpaid Rent Collected (Owed)	4.00	(3,859.00)
Unpaid Subsidy Rent Collected (Owed)	1,062.00	(9,978.02)
Impound/Escrow Funds	(2,332.46)	(2,449.00)
Prepaid Rent Received (Absorbed)	(7.00)	342.00
Security Deposits Received (Refunded)	82.00	(408.05)
Mortgage Principle payment	(2,692.85)	(28,879.81)
<b>Net Cash Increase (Decrease)</b>	<b>(711.23)</b>	<b>(11,956.47)</b>
<b>Beginning of Period Cash Balance</b>	<b>36,030.47</b>	<b>46,734.86</b>
Transfer from (to) Savings	0.00	0.00
Transfer From (To) Impound Account	0.00	0.00
Transfer from (to) Security account	0.00	540.85
<b>Ending Cash Balance - Operating Account</b>	<b>\$35,319.24</b>	<b>\$35,319.24</b>
<b>- Security Deposit Accounts</b>		<b>\$16,539.87</b>
<b>- USDA Reserves</b>		<b>\$92,934.29</b>

	Current Month	UNIT STATUS	Current Month
<b>TENANT RECEIVABLES</b>			
<b>Rent and Rent Related Receivables</b>			
Balance at Beginning of Month	5,771.00	Total Units	32
Uncollected (Collected) During Month	(4.00)	Vacant units at beginning of month	0
Written off to Bad Debts	0.00	Plus Units vacated during month	0
Balance at End of Month	\$5,767.00	Less move ins and deposits to hold	0
<b>Move out Repairs, Cleaning &amp; Legal Fees, etc.</b>		Vacant units at end of month	0
Balance at Beginning of Month	0.00		
Uncollected (Collected) During Month	0.00		
Written off to Bad Debts	0.00		
<b>Balance at End of Month</b>	<b>\$0.00</b>		

**Balance Sheet**  
**DHI GRIDLEY SPRINGS I**  
As of  
**November 30, 2021**

**\*\*\* ASSETS \*\*\***

Petty Cash	250.00	
Cash - Operating	35,319.24	
Cash - USDA Reserve	92,934.29	
Cash - Security Deposit Account	16,539.87	
Cash - Charles Schwab-Transition Reserve	86,627.00	
Cash - Charles Schwab-Operating Deficit	123,965.00	
Cash - First Republic Distribution	10,125.00	
<b>Total Cash</b>		<b>365,760.40</b>

**ACCOUNTS RECEIVABLE**

Tenant Rent Receivable	5,767.00	
Tenant Subsidy Rent Receivable	9,978.02	
Accounts Receivable	4,260.00	
<b>Total Accounts Receivable</b>		<b>20,005.02</b>

**OTHER CURRENT ASSETS**

Prepaid Expenses	5,095.19	
Reserve Escrow (Bonneville-USDA Fee)	1,523.11	
Reserve Escrow (Bonneville-Insurance)	8,659.27	
Reserve Escrow (Bonneville-Tax Escrow)	1,742.37	
Reserve Escrow (Lewiston-Replacement Res)	58,317.65	
Reserve Escrow (Lewiston CD-Replacement Res)	244,800.00	
<b>Total Other Assets</b>		<b>320,137.59</b>
<b>Total Current Assets</b>		<b>705,903.01</b>

**CAPITAL IMPROVEMENTS**

Land	149,957.00	
Building	3,137,787.00	
Improvements	165,810.00	
Furniture and Equipment	373,940.00	
Accumulated Depreciation	(1,015,216.00)	
Tangible Assets: Acquisition	20,129.00	
Accumulated Amortization	(9,393.00)	
Debt Issuance Costs	66,675.00	
Accumulated Amortization-Debt Issuance	(9,447.00)	
<b>Total Fixed Assets</b>		<b>2,880,242.00</b>
<b>TOTAL ASSETS</b>		<b>3,586,145.01</b>

**\*\*\* LIABILITIES \*\*\***

**Short Term Liabilities**

Accrued Management GP fee	3,200.00	
Accrued Mortgage Insurance	361,400.00	
Accrued Interest	2,749.00	
Accrued Rpting/PTR Management	2,986.00	
Security Deposit Liability	16,643.60	
Prepaid Rent	393.00	
<b>Total Current Liabilities</b>		<b>387,371.60</b>

**Long Term Liabilities**

Note Payable - Bonneville	326,500.11	
Note Payable - USDA	1,005,828.70	
Note Payable - Gridley	38,205.00	
Note Payable - City of Gridley	2,080,000.00	
<b>Total Long Term Liabilities</b>		<b>3,450,533.81</b>
<b>Total Liabilities</b>		<b>3,837,905.41</b>

**\*\*\* OWNER'S EQUITY \*\*\***

Partner's Equity	926,183.91	
Partner's Equity	(20,000.00)	
AGP Cash Flow Distributions	80,159.00	
MGP Cash Flow Distributions	(80,159.00)	
Retained Earnings	(1,191,651.50)	
Undistributed Income (Loss)	0.00	
Current Year Net Income (Loss)	33,707.19	
<b>Total Equity</b>		<b>(251,760.40)</b>
<b>Total Liabilities &amp; Equity</b>		<b>3,586,145.01</b>

**Income Statement  
DHI GRIDLEY SPRINGS I**

As of  
November 30, 2021

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>*** REVENUES ***</b>						
Rent Revenue - Gross Potential						
Apartment Rents	8,328.00	23,098.00	(14,770.00)	100,830.00	254,078.00	(153,248.00)
Tenant Assistance Payments	12,925.00	0.00	12,925.00	146,531.02	0.00	146,531.02
<b>Total Revenue</b>	<b>21,253.00</b>	<b>23,098.00</b>	<b>(1,845.00)</b>	<b>247,361.02</b>	<b>254,078.00</b>	<b>(6,716.98)</b>
Apartment Vacancies	0.00	(484.00)	484.00	(2,485.00)	(5,327.00)	2,842.00
<b>Total Vacancies</b>	<b>0.00</b>	<b>(484.00)</b>	<b>484.00</b>	<b>(2,485.00)</b>	<b>(5,327.00)</b>	<b>2,842.00</b>
<b>NET RENTAL REVENUE</b>	<b>21,253.00</b>	<b>22,614.00</b>	<b>(1,361.00)</b>	<b>244,876.02</b>	<b>248,751.00</b>	<b>(3,874.98)</b>
Interest Income-Other Cash	2.37	8.00	(5.63)	430.21	88.00	342.21
Interest Income-Sec Deposits	0.14	1.00	(0.86)	1.57	11.00	(9.43)
<b>Total Financial Revenue</b>	<b>2.51</b>	<b>9.00</b>	<b>(6.49)</b>	<b>431.78</b>	<b>99.00</b>	<b>332.78</b>
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Misc Tenant Charges/Damages & Cleaning	0.00	0.00	0.00	628.00	0.00	628.00
Laundry Revenue	323.92	240.00	83.92	3,733.80	2,640.00	1,093.80
<b>Total Other Revenue</b>	<b>323.92</b>	<b>240.00</b>	<b>83.92</b>	<b>4,361.80</b>	<b>2,640.00</b>	<b>1,721.80</b>
<b>TOTAL REVENUE</b>	<b>21,579.43</b>	<b>22,863.00</b>	<b>(1,283.57)</b>	<b>249,669.60</b>	<b>251,490.00</b>	<b>(1,820.40)</b>
<b>*** EXPENSES ***</b>						
<b>Administrative Expenses</b>						
Advertising and Promotions	0.00	0.00	0.00	0.00	0.00	0.00
Rent Concessions	0.00	0.00	0.00	448.00	0.00	448.00
Credit Reports	16.00	10.00	6.00	116.00	110.00	6.00
Uniforms	0.00	0.00	0.00	82.79	0.00	82.79
IT Support Services	171.00	171.00	0.00	1,881.00	1,881.00	0.00
Telephone & Answering Service	775.33	120.00	655.33	1,324.58	1,320.00	4.58
USDA 538 Boneville Fee/Surcharges	0.00	267.00	(267.00)	1,650.89	4,570.00	(2,919.11)
USDA 515 MINC Fee/Surcharges	0.00	0.00	0.00	1,234.00	0.00	1,234.00
Postage and Mailing	0.00	30.00	(30.00)	0.00	330.00	(330.00)
Administrative Expenses	160.00	0.00	160.00	1,600.00	0.00	1,600.00
Office Supplies/Expenses	42.46	150.00	(107.54)	1,658.17	1,650.00	8.17
Dues and Subscriptions	0.00	0.00	0.00	402.73	0.00	402.73
Management Fee	2,015.00	2,080.00	(65.00)	21,905.00	22,880.00	(975.00)
Manager Salaries	1,807.91	2,000.00	(192.09)	20,965.78	22,000.00	(1,034.22)
Education/Registration Fees	0.00	100.00	(100.00)	442.84	917.00	(474.16)
Legal Expense	0.00	83.00	(83.00)	0.00	1,100.00	(1,100.00)
Auditing Fees	0.00	667.00	(667.00)	7,600.00	7,337.00	263.00
Other Administrative Costs	0.00	250.00	(250.00)	0.00	2,750.00	(2,750.00)
<b>Total Administrative Expenses</b>	<b>4,987.70</b>	<b>5,928.00</b>	<b>(940.30)</b>	<b>61,311.78</b>	<b>66,845.00</b>	<b>(5,533.22)</b>
<b>Utility Expenses</b>						
Electricity	902.30	630.00	272.30	10,523.47	6,930.00	3,593.47
Water	329.09	365.00	(35.91)	4,735.91	4,015.00	720.91
Gas	0.00	40.00	(40.00)	312.78	440.00	(127.22)
Sewer	1,120.50	1,167.00	(46.50)	10,286.96	12,833.00	(2,546.04)
Garbage and Trash Removal	543.08	550.00	(6.92)	6,366.38	6,050.00	316.38
<b>Total Utility Expenses</b>	<b>2,894.97</b>	<b>2,752.00</b>	<b>142.97</b>	<b>32,225.50</b>	<b>30,268.00</b>	<b>1,957.50</b>
<b>Operating &amp; Maintenance Expense</b>						
Clean/Repair Apartment	0.00	0.00	0.00	2,054.00	0.00	2,054.00
Clean/Repair Carpeting/Draperies	0.00	0.00	0.00	500.00	0.00	500.00
Exterminating Contract	0.00	200.00	(200.00)	1,300.00	2,200.00	(900.00)
Tree Service	0.00	0.00	0.00	4,300.00	0.00	4,300.00
Grounds Contract	1,287.00	1,200.00	87.00	11,287.00	13,200.00	(1,913.00)
Grounds Maintenance and Supplies	0.00	200.00	(200.00)	4,192.27	2,200.00	1,992.27
Maintenance Personnel	1,894.76	2,000.00	(105.24)	19,143.38	22,000.00	(2,856.62)
Repair Materials	2,074.27	225.00	1,849.27	10,285.37	2,475.00	7,810.37
Repair Contract/Vendor Labor	0.00	358.00	(358.00)	3,840.00	3,942.00	(102.00)
Electrical Repair/Supplies	0.00	0.00	0.00	0.00	0.00	0.00
HVAC Repair and Maintenance	0.00	0.00	0.00	2,016.65	0.00	2,016.65
Appliance Repair and Maintenance	0.00	100.00	(100.00)	1,917.86	1,100.00	817.86
Plumbing Repair and Supplies	0.00	100.00	(100.00)	2,259.23	1,100.00	1,159.23
Interior Painting and Supplies	0.00	83.00	(83.00)	0.00	917.00	(917.00)
Gas, Oil and Mileage	0.00	10.00	(10.00)	132.58	110.00	22.58
Equipment Leasing	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Equipment	2,503.68	40.00	2,463.68	2,674.18	440.00	2,234.18
<b>Total Operating &amp; Maint Expenses</b>	<b>7,759.71</b>	<b>4,516.00</b>	<b>3,243.71</b>	<b>65,902.52</b>	<b>49,684.00</b>	<b>16,218.52</b>

**Income Statement**  
**DHI GRIDLEY SPRINGS I**  
 As of  
 November 30, 2021

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Taxes &amp; Insurance Expenses</b>						
Property Taxes	719.44	959.00	(239.56)	1,438.82	1,899.00	(460.18)
Payroll Taxes	336.79	400.00	(63.21)	4,662.30	4,400.00	262.30
Misc Taxes & Licenses	0.00	100.00	(100.00)	0.00	1,100.00	(1,100.00)
Property & Liability Insurance	0.00	1,090.00	(1,090.00)	14,268.00	11,990.00	2,278.00
Worker's Compensation	227.70	265.00	(37.30)	2,482.84	2,915.00	(432.16)
Health/Dental Insurance	191.02	200.00	(8.98)	1,762.73	2,200.00	(437.27)
Other Insurance	0.00	0.00	0.00	459.88	0.00	459.88
<b>Total Taxes &amp; Insurance Expenses</b>	<b>1,474.95</b>	<b>3,014.00</b>	<b>(1,539.05)</b>	<b>25,074.57</b>	<b>24,504.00</b>	<b>570.57</b>
<b>TOTAL EXPENSES</b>	<b>17,117.33</b>	<b>16,210.00</b>	<b>907.33</b>	<b>184,514.37</b>	<b>171,301.00</b>	<b>13,213.37</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>4,462.10</b>	<b>6,653.00</b>	<b>(2,190.90)</b>	<b>65,155.23</b>	<b>80,189.00</b>	<b>(15,033.77)</b>
<b>Interest &amp; Finance Expense</b>						
Mortgage Interest	1,266.51	1,620.00	(353.49)	13,986.20	17,820.00	(3,833.80)
General Partner Fee	0.00	0.00	0.00	0.00	0.00	0.00
Bank Fees	20.00	20.00	0.00	325.00	220.00	105.00
<b>Total Interest &amp; Finance Expense</b>	<b>1,286.51</b>	<b>1,640.00</b>	<b>(353.49)</b>	<b>14,311.20</b>	<b>18,040.00</b>	<b>(3,728.80)</b>
<b>OPERATING PROFIT (LOSS)</b>	<b>3,175.59</b>	<b>5,013.00</b>	<b>(1,837.41)</b>	<b>50,844.03</b>	<b>62,149.00</b>	<b>(11,304.97)</b>
<b>Replacements</b>						
Roofing/Paving/Exterior	0.00	0.00	0.00	0.00	0.00	0.00
Appliance Replacement	0.00	0.00	0.00	1,829.80	0.00	1,829.80
Drapery and Blind Replacement	0.00	0.00	0.00	30.04	0.00	30.04
Carpet/ Flooring Replacement	0.00	0.00	0.00	4,315.00	0.00	4,315.00
HVAC Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Plumbing Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Glass Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture and Equipment Replacement	0.00	0.00	0.00	10,646.14	0.00	10,646.14
Door & Screen Repair/ Replacement	0.00	0.00	0.00	315.86	0.00	315.86
<b>Total Cost of Replacements</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,136.84</b>	<b>0.00</b>	<b>17,136.84</b>
<b>NET CASH FLOW FROM OPERATIONS</b>	<b>3,175.59</b>	<b>5,013.00</b>	<b>(1,837.41)</b>	<b>33,707.19</b>	<b>62,149.00</b>	<b>(28,441.81)</b>

Date: 12/10/2021

MEMO

To: HACB Board of Commissioners

From: Tina Rose, Special Programs Coordinator

Subject: Family Self-Sufficiency (FSS) Program update for Nov 2021

<b>Program Statistics for Period Ending</b>	<b>Nov 2021</b>	<b>Nov 2020</b>
Number of participants as of last day of the month	37	44
Number of Orientation Briefings	0	0
Number of signed contracts	0	0
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	0	1
Contract Expired	0	0
Number of Terminations	0	0
Number of Voluntary Exits	0	1
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	7	10
Number of participants with new employment (YTD)	5	8
Number of participants with escrow accounts	23	26
Number of participants currently escrowing	12	15
Amount disbursed from escrow account	\$0.00	\$26,005.76
Balance of Escrow Account	\$84,284.14	\$117,416.52

### FSS FY 2019 HUD Grant Program Tracking Data

<b>Program Management Questions:</b>	<b>YTD (2021)</b>
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	37
Number of FSS participants identified as a person with disabilities	13
Number of FSS participants employed	28
Number of FSS participants in training programs	6
Number of FSS participants enrolled in higher/adult education	3
Number of FSS participants enrolled in school and employed	1
Number of FSS families receiving cash assistance	2
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	0
Number of FSS families moved to non-subsidized housing	1
Number of FSS families moved to home-ownership	0



**HACB CoC Programs: A Report to the Board of Commissioners for the Month of November 2021**

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	10/2021 Enrollment	10/2021 HAP Assistance	Grant Balance
S+C SEARCH South	10/1/21 - 9/30/22	\$48,480.00	HACB	BCBH	5	Unaccompanied adults, chronically homeless with SMI	Oroville, Chico	4	\$3,061.00	\$45,419.00
SEARCH III- SHP	7/1/21 - 6/30/22	\$32,544.00	BCBH	BCBH	3	Unaccompanied adults, homeless with SMI	South County	3	\$1,039.00	\$28,388.00
SEARCH II - PHB	7/1/21 - 6/30/22	\$32,544.00	BCBH	BCBH	3	Unaccompanied adults, chronically homeless with SMI	Chico	2	\$499.00	\$30,544.00
City of Chico - LGP	7/1/21 - 6/30/22	\$9,000.00	City of Chico	SSA	8	Low-income, referred by supportive service agency	Chico	0	\$0.00	\$9,000.00
City of Chico - TBRA	7/1/21 - 6/30/22	\$130,000.00	City of Chico	SSA	30	Low-income, under case management with self-sufficiency plan	Butte County	14	\$352.00	\$11,676.00
BHHAP/Security Deposit	7/1/21 - 6/30/22	\$3,426.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$3,426.00
BHHAP/ASOC	7/1/21 - 6/30/22	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$300.00	\$20,041.00
<b>Totals</b>		<b>\$280,285.00</b>			<b>58</b>			<b>24</b>	<b>\$4,547.00</b>	<b>\$148,494.00</b>

**Acronym Legend**

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

Last update: 11/05/2021

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


**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**  
**QUARTERLY CASH AND INVESTMENT REPORT**  
**September 30, 2021**

INVESTMENT	MATURITY		COST	MARKET VALUE	NON-FEDERAL FUNDS	HUD PUBLIC HSG	HUD HCV SEC. 8	CA HCD RHCP-GSII	USDA-RD FARM LABOR
	DATE	YIELD							
Umpqua - Operating Account		0.00	879,163	879,163	879,163				
Umpqua - Savings Account		VAR.	3,291,959	3,291,959	1,120,715	555,062	1,616,183		
Umpqua - Section 8 FSS Escrow		VAR.	108,994	108,994			108,994		
Umpqua - Sec. 125 Cafeteria Plan		0.00	25,368	25,368	25,368				
FNC - Money Market Funds		VAR.	120,802	120,802	18,862	101,940			
Mechanics Bank (Security Deposit dox location)		0.00	2,429	2,429	2,429				
Petty Cash Accounts		0.00	100	100	100				
Locust St balances @ RSC		0.00	35,189	35,189	35,189				
Park Place Apts @ RSC		0.00	30,047	30,047	30,047				
Lincoln Apts balances @ RSC		0.00	29,049	29,049	29,049				
Kathy Court balances @ RSC		0.00	10,176	10,176	10,176				
Alamont Apts balances @ RSC		0.00	55,591	55,591	55,591				
Evanswood balances @ RSC		0.00	161,850	161,850	161,850				
New Evanswood units balances @ RSC		0.00	35,341	35,341	35,341				
Gridley Springs II @ Sackett		0.00	204,513	204,513				204,513	
Cordillera Apts (Cameo Dr) balances @ RSC		0.00	11,024	11,024	11,024				
<b>SUBTOTAL CASH ACCOUNTS</b>			<b>5,001,597</b>	<b>5,001,597</b>	<b>2,414,905</b>	<b>657,001</b>	<b>1,725,177</b>	<b>204,513</b>	<b>0</b>
FLH Operating Account		0.00	73,884	73,884					73,884
FLH Construction Account		VAR.	545,985	545,985					545,985
FLH Tax & Insurance		VAR.	2,695	2,695					2,695
FLH Reserves Security Deposits		VAR.	394,004	394,004					394,004
FLH Security Deposits		VAR.	46,126	46,126					46,126
<b>TOTAL USDA-RD FARM LABOR</b>			<b>1,062,694</b>	<b>1,062,694</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,062,694</b>
BNY Mellon - Debt Reserve - 2020A			358,884	358,884	358,884				
BNY Mellon - Bond Program Acct (Proceeds) - 2020A			8,292,385	8,292,385	8,292,385				
BNY Mellon - Bond Reserve (P&I) - 2020A			522,707	522,707	522,707				
<b>TOTAL HACB BONDS</b>			<b>9,173,975</b>	<b>9,173,975</b>	<b>9,173,975</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<i>Comenity Capital Bank - MATURED</i>	<i>4/15/2021</i>	<i>2.50</i>	<i>0</i>	<i>0</i>		<i>0</i>			
<i>Meridian BK Paoli PA - MATURED</i>	<i>4/19/2021</i>	<i>0.15</i>	<i>0</i>	<i>0</i>		<i>0</i>	<i>0</i>		
<i>Industrial &amp; Coml Bank - MATURED</i>	<i>5/5/2021</i>	<i>0.15</i>	<i>0</i>	<i>0</i>		<i>0</i>			
Mizuho BK New York - 2/4/2021	11/3/2021	0.05	240,000	240,000			240,000		
SAFRA NATL BK New York - 2/4/2021	2/3/2022	0.05	240,000	240,000		240,000			
NORTHPOINTE BK Grand Rapids MI - 2/5/2021	2/4/2022	0.05	240,000	240,000		240,000			
BANK HAPOALIM New York - 2/3/21	5/2/2022	0.10	240,000	240,000		140,000	100,000		
Goldman SACHS BK NEW YORK - 5/6/2021 - NEW	5/19/2022	0.10	240,000	240,000		120,000	120,000		
First FNDTN BK IRVINE - 5/6/2021 - NEW	11/14/2022	0.50	200,000	200,000		200,000			
Comenity Capital Bank - 5/6/2021 - NEW	5/15/2023	0.20	200,000	200,000		200,000			
<b>TOTAL FNC CD'S</b>			<b>1,600,000</b>	<b>1,600,000</b>	<b>0</b>	<b>1,140,000</b>	<b>460,000</b>	<b>0</b>	<b>0</b>
Self-Help Credit Union - CD DTD 2/10/20 (compounding)	2/10/2021	2.10	104,190	104,190	104,190				
<b>PARS SECTION 115 TRUST</b>			<b>var</b>	<b>2,589,576</b>	<b>249,582</b>	<b>1,045,603</b>	<b>1,294,391</b>		
<b>TOTAL HOUSING AUTHORITY CASH &amp; INVESTMENTS</b>			<b>19,532,031</b>	<b>19,532,031</b>	<b>11,942,652</b>	<b>2,842,604</b>	<b>3,479,568</b>	<b>204,513</b>	<b>1,062,694</b>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
 QUARTERLY CASH AND INVESTMENT REPORT  
 September 30, 2021**

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000	1,220,540
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000	724,509
<b>TOTAL for HACB Mortgages &amp; Loans</b>			<b>1,275,000</b>	<b>1,945,049</b>

\* interest compounds to principal June 1st annually  
 \* interest compounds to principal May 1st annually

<b>BCAHDC*</b>	
BCAHDC Umpqua Operating Account	756,834
BCAHDC Umpqua Savings Account	340,941
<b>TOTAL for BCAHDC</b>	<b>1,097,775</b>

<b>BANYARD MANAGEMENT</b>	
Banyard - Umpqua General Savings	252,462
<b>TOTAL for BANYARD MGT</b>	<b>252,462</b>

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

HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS  
September 30, 2021

	a	b	c	=a-b-c		
<b>HACB - Primary Government</b>						
	<b>Total Cash + Current Assets</b>	<b>Restricted Cash</b>	<b>Current Liabilities, less debt</b>	<b>9/30/2021 Available Fund Balance</b>	<b>9/30/2020 Available Fund Balance</b>	<b>Notes / Change</b>
<b>Unrestricted HA Owned</b>						
2020A Bonds-new units	5,263	0	8,999	-3,736	0	
Alamont Apts	256,879	19,839	23,420	213,620	98,309	
Continuum of Care	3,459	0	0	3,459	3,459	
Cordillera/Cameo	21,444	0	0	21,444	6,922	
Demo Housing	277,044	5,595	11,962	259,487	367,360	
Evanswood Estates	188,810	31,120	63,976	93,714	85,752	
General Fund	10,703,396	9,423,557	316,672	963,167	1,101,933	
Kathy Ct Apts	10,176	0	56,574	-46,398	15,625	
Lincoln Apts	34,559	11,540	12,626	10,393	92,210	
Locust St Apts	51,807	7,129	10,098	34,579	255,109	
Park Place Apts (Oro)	51,855	22,578	33,947	-4,671	71,594	
<b>Total Unrestricted HA Owned</b>	<b>11,604,690</b>	<b>9,521,358</b>	<b>538,273</b>	<b>1,545,059</b>	<b>2,098,273</b>	<b>-553,214</b>
<b>Restricted to Federal or State Program</b>						
HCD Gridley Springs II	206,668	171,210	116,697	-81,239	40,844	
HUD Public Housing	1,845,916	141,514	430,910	1,273,492	1,140,852	
USDA Farm Labor Housing	1,104,903	592,111	272,775	240,017	-45,449	
HUD Section 8 HCV	2,854,801	443,281	132,950	2,278,569	821,099	
HUD FSS Program (S8)	134,422	0	131,024	3,398	134,455	
<b>Total Federal/State Programs</b>	<b>6,146,710</b>	<b>1,348,116</b>	<b>1,084,357</b>	<b>3,714,237</b>	<b>2,091,801</b>	<b>1,622,436</b>
<b>TOTAL HACB PRIMARY GOV'T</b>	<b>17,751,401</b>	<b>10,869,474</b>	<b>1,622,630</b>	<b>5,259,296</b>	<b>4,190,074</b>	<b>1,069,222</b>

<b>HACB - Component Units</b>						
	<b>Total Cash &amp; Current A/R</b>	<b>Restricted Cash</b>	<b>Current Liabilities</b>	<b>9/30/2021 Available Fund Balance</b>	<b>9/30/2020 Available Fund Balance</b>	<b>Notes / Change</b>
<b>Restricted to Mission Stmt</b>						
<b>BCAHDC</b>						
BCAHDC General Fund	1,129,882	0	79,971	1,049,911	1,008,925	
Cordillera Apts	0	0	0	0	0	<i>Funds transferred to Gen. Fund</i>
<b>TOTAL BCAHDC</b>	<b>1,129,882</b>	<b>0</b>	<b>79,971</b>	<b>1,049,911</b>	<b>1,008,925</b>	<b>40,986</b>
<b>Banyard Management</b>	<b>252,462</b>	<b>0</b>	<b>1,381</b>	<b>251,081</b>	<b>249,000</b>	<b>2,081</b>
<b>1200 Park Avenue, LLC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Note: Column a Asset formula updated to include prepaid expenses; mirrors HUD PHAS scoring denominator

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4849

ACKNOWLEDGEMENT OF SEVENTY-FIVE YEARS OF SERVICE

---

WHEREAS, on April 22, 1946 the Housing Authority of the County of Butte (HACB) was established by resolution of the Board of Supervisors of the County of Butte; and

WHEREAS, such action was taken pursuant to the “Housing Authorities Law” of the State of California; and

WHEREAS, in taking such action, the Board of Supervisors of the County of Butte determined, found, and declared that:

1. Insanitary and unsafe inhabited dwelling accommodations existed in the County of Butte, California;
2. That there was a shortage of safe and sanitary dwelling accommodations in the County of Butte, California, available to persons of low income at rentals they can afford;
3. There was need for a Housing Authority in the County of Butte, California,

WHEREAS, seventy-five years later, the HACB serves the low income housing needs of Butte and Glenn Counties, serving over three thousand households by means of various federal, state, and local affordable housing programs and projects; and

WHEREAS, HACB serves senior, disabled, family, veteran, youth, homeless and other households with provision of decent, safe, and affordable housing opportunity,

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte, to acknowledge seventy-five years of service to the community, expressing its appreciation for the comradery, partnerships, and affordable housing efforts that over the many years supported HACB’s delivery of affordable housing promise and opportunity to the low income citizens it serves.

Dated: December 16, 2021.

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Laura Moravec  
Chair

---

Edward S. Mayer  
Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4850

RECOGNITION OF COMMISSIONER LAURA MORAVEC

---

WHEREAS, on January 9, 2007 Laura Moravec was appointed by the Butte County Board of Supervisors to serve on the Board of Commissioners of the Housing Authority of the County of Butte (HACB), representing the housing interests of Butte County Supervisorial District 3, the citizens of Butte and Glenn Counties, as well as residents of HACBH-owned properties and participants of HACB programs; and

WHEREAS, Laura Moravec served well and faithfully as a Commissioner until resignation of her term, effective December 31, 2021; and

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Butte wishes to recognize the service of Commissioner Moravec;

NOW THEREFORE BE RESOLVED by unanimous vote of the Board of Commissioners of the Housing Authority of the County of Butte that Laura Moravec be recognized, appreciated, and honored for her service to the public-at-large in Butte and Glenn Counties, in serving as Commissioner on the Board of Commissioners of the Housing Authority of the County of Butte, and further recognizes, appreciates and honors her service on behalf of the Housing Authority of the County of Butte's clients, and the provision of quality, affordable housing opportunity to the those served.

Dated: December 16, 2021.

\_\_\_\_\_  
David Pittman, Board Vice Chair

\_\_\_\_\_  
Larry Hamman, Commissioner

\_\_\_\_\_  
Kate Anderson, Commissioner

\_\_\_\_\_  
Rich Ober, Commissioner

\_\_\_\_\_  
Charles Alford, Commissioner

\_\_\_\_\_  
Edward S. Mayer, Secretary

December 10, 2021

MEMORANDUM

To: HACB Board of Commissioners

From: Tamra C. Young, Administrative Operations Director  
Angie Little, Section 8 Housing Manager

Subject: 2021-22 Draft Section 8 Administrative Plan  
Significant Amendment - Subsidy Standard Change

In order to better meet the needs of the community and to increase the ability of Section 8 voucher holders to be successful in our continuing tight rental market, HACB is recommending making changes to the program’s Subsidy Standards, as outlined in Chapter 5 of the Section 8 Administrative Plan (Admin Plan), effective March 1, 2022. A red-lined version of changes is attached. Since this change is characterized as a “significant amendment” to the Admin Plan, the proposed changes require the following action process to adopt and implement:

DATE	REQUIRED ACTION
12/8/2021	Resident Advisory Board meeting held
<b>12/16/2021</b>	<b><i>Draft approval by HACB Board – Accept and File</i></b>
	Required 45-day Review Period - Document available for public comment.
<b>2/17/2022</b>	<b><i>Meeting open for public comment. Final approval by HACB Board</i></b>
3/1/2022	Effective date of revised Admin Plan

In order to provide the most benefit to HACB and the community, these changes are being presented for adoption prior to HACB’s normal annual plan process, which we will start in the spring of 2022. The recommendation for change would make the Subsidy Standards for each household in Section 8 mirror the Occupancy Standards for households in Public Housing. The changes are designed to free up more studio and one-bedroom units for elderly and disabled households, by having small families qualify for minimum two-bedroom size units. This gives voucher holders a more refined competitive edge and flexibility in the market, and should help increase the “quality of life” for our participants.

*Recommendation: Receive draft Section 8 Admin Plan, authorize publication of Public Notice for public review and comment (minimum 45 days required), and schedule Public Hearing for receipt of comment and final adoption of documents on February 17, 2022.*

and the policies that govern making exceptions to those standards. The PHA must also establish policies related to the issuance of the voucher, to the voucher term, and to any extensions of the voucher term.

#### **5-II.B. DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402; 24 CFR 982.401(d)(2)(ii)]**

For each family, the PHA determines the appropriate number of bedrooms under the PHA subsidy standards and enters the family unit size on the voucher that is issued to the family. The family unit size does not dictate the size of unit the family must actually lease, nor does it determine who within a household will share a bedroom/sleeping room.

The following requirements apply when the PHA determines family unit size:

- The subsidy standards must provide for the smallest number of bedrooms needed to house a family without overcrowding. HQS standards allow two (2) people per bedroom or living/sleeping room.
- The subsidy standards must be consistent with space requirements under the housing quality standards.
- The subsidy standards must be applied consistently for all families of like size and composition.
- A child who is temporarily away from the home because of placement in foster care is considered a member of the family in determining the family unit size.
- A family that consists of a pregnant woman (with no other persons) must be treated as a two-person family.
- Any live-in aide (approved by the PHA to reside in the unit to care for a family member who is disabled or is at least 50 years of age) must be counted in determining the family unit size;
- Unless a live-in-aide resides with a family, the family unit size for any family consisting of a single person must be either a zero- or one-bedroom unit, as determined under the PHA subsidy standards.

#### HACB Policy

The HACB does not determine who shares a bedroom/sleeping room, but there must be at least one person per bedroom on the Voucher. The HACB's subsidy standards for determining voucher size shall be applied in a manner consistent with Fair Housing guidelines. For subsidy standards, an adult is a person eighteen (18) years or older. All standards in this section relate to the number of bedrooms on the Voucher, not the family's actual living arrangements.

Generally, the HACB assigns one-bedroom for up to two (2) individuals within the following guidelines:

- 1. Head of household (and spouse or partner, if any) will be assigned a bedroom.**



2. Household members of the opposite sex older than the age of eight (8) years may have separate bedrooms.
3. Household members of different generations (eight (8) years difference will be considered different generations) may have separate bedrooms.
4. Foster children will be included in determining unit size only if they will be in the unit for more than ~~twelve (12)~~ six (6) months.
5. Children under temporary guardianship for not less than six (6) months, will be included in determining unit size, upon prior verification of guardianship.
6. Children away at school will be included in determining voucher size if they are housed in the school's dormitory.
7. Children who will live in the unit less than 51 percent of the time will not be considered when determining voucher size.
8. Live-in attendants will generally be provided a separate bedroom. No additional bedrooms are provided for the attendant's family.
9. Space will not be provided for a family member, other than a spouse, who will be absent most of the time, such as a member who is away in the military.
10. A single pregnant woman (with no other persons) will be treated as a two (2) person family.
11. Single person families shall be allocated up to a one-bedroom.

### **5-II.C. EXCEPTIONS TO SUBSIDY STANDARDS**

In determining family unit size for a particular family, the PHA may grant an exception to its established subsidy standards if the PHA determines that the exception is justified by the age, sex, health, handicap, or relationship of family members or other personal circumstances [24 CFR 982.402(b)(8)]. Reasons may include, but are not limited to:

- A need for an additional bedroom for medical equipment
- A need for a separate bedroom for reasons related to a family member's disability, medical or health condition

For a single person who is not elderly, disabled, or a remaining family member, an exception cannot override the regulatory limit of a zero- or one-bedroom [24 CFR 982.402(b)(8)].

#### HACB Policy

The HACB will consider granting an exception for any of the reasons specified in the regulation: the age, sex, health, handicap, or relationship of family members or other personal circumstances.

The family must request any exception to the subsidy standards in writing. The request must explain the need or justification for a larger family unit size, and must include appropriate documentation. Requests based on health-related reasons must be verified by a knowledgeable professional source (e.g., doctor or health professional), unless the disability and the disability-related request for accommodation is readily apparent or otherwise known. Request for other needs such as personal circumstances may be self-certified. The family's continued need for an additional bedroom due to special medical equipment must be re-verified at annual reexamination. The family's need for an additional bedroom due to other circumstances not covered under the auspices of a reasonable accommodation must be reviewed every two years at annual reexamination.

When a family requests to add an adult to the household the HACB will not issue a larger voucher until the family's first annual reexamination following the change in family size, if applicable, and/or if the family moves. A larger voucher may be issued for non-adult family members due to birth, adoption, marriage, or court-awarded custody at the family's first annual reexamination, if applicable, following the change in family size and/or if the family moves.

The HACB will notify the family of its determination within fourteen (14) calendar days of receiving the family's request. If a participant family's request is denied, the notice will inform the family of their right to request an informal hearing.

December 10, 2021

Memo

To: HACB Board of Commissioners

From: Ed Mayer, Executive Director

Subject: Resolution No 4851 - Section 8 Project-based Voucher Commitments (4)

- Bar Triangle Apartments, Chico – (25) vouchers, Families
- Garden Park Apartments, Willows – (31) vouchers, Special Needs
- Oleander Community Apartments, Chico – (37) vouchers, Special Needs
- Humboldt Apartments, Chico – (25) vouchers, Seniors

On November 5, 2021 HACB issued three (3) Requests for Proposals (RFP's) seeking opportunity to project-base Section 8 vouchers in new developments in Butte and Glenn Counties. Specifically, the RFP's sought proposals in support of:

- 1) homeless and special needs housing in Butte and Glenn Counties (up to 100 units),
- 2) family housing in Chico (up to 25 units), and
- 3) veterans HUD-VASH housing in Butte and Glenn Counties.

Five proposals were received: two (2) supporting homeless/special needs populations, both including state No Place Like Home components, and one (1) each responsive to the family and veterans RFP's.

Each of the proposals was scored, with all determined qualified, excepting the veterans proposal, which was determined not ready for voucher commitment.

Two of the entities making proposals are well known to the HACB. They include CCHC Inc, of Clovis, CA, a partner to BCAHDC in the Harvest Park and North Creek Crossings Apartment projects; and The Pacific Companies, partner to BCAHDC in many affordable housing projects.

Two (2) of the entities making proposals are new to the HACB. They include the non-profit affordable housing development corporation known as Rural Communities Housing Development Corporation (RCHDC), of Ukiah, CA, serving Glenn County and, in this case, Willows; and Christian Church Homes, of Sacramento, CA, serving senior housing needs.

One of the responses, the Oleander Community Apartments proposal, Chico, involves a development partnership that includes the HACB's non-profit development instrumentality, the Butte County Affordable Housing Development Corporation.

*Recommendation: adoption of Resolution No 4851, awarding 118 Section 8 Vouchers to four (4) offerors:*

- (7) 1-BR, (11) 2-BR, and (7) 3-BR vouchers to CCHC, Inc., on behalf Families households at the Bar Triangle Apartments, Chico;
- (21) 1-BR and (10) 2-BR vouchers to RCHDC, on behalf of Special Needs households at the Garden Park Apartments, Willows;
- (21) Studio and (16) 1-BR vouchers to Pacific West Communities on behalf of Special Needs households at the Oleander Community Housing Apartments, Chico; and
- (25) 1-BR vouchers to Christian Church Homes on behalf of Senior households at the Humboldt Apartments, Chico.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4851

SECTION 8 HCV PROGRAM PROJECT-BASED VOUCHER AWARDS

WHEREAS, the Housing Authority of the County of Butte (HACB) administers under Annual Contributions Contract the United States Department of Housing and Urban Development (HUD) Section 8 Housing Choice Voucher (HCV) program in Butte and Glenn Counties, California; and

WHEREAS, by means of the Camp Fire Disaster, the jurisdictions served by the HACB lost significant housing stock, resulting in acute loss of housing opportunity for S8 participants; and

WHEREAS, in accordance with 24 CFR Part 983 Project Based Voucher (PBV) Regulations, Notice FR-5976-N-03, PIH Notices 2013-11 and 2017-21, a PHA can use up to twenty percent of its authorized voucher units to project-base units in specific projects, and an additional ten percent to house special needs populations; and

WHEREAS, the HACB, by means of a previous Request for Proposals for project-basing of vouchers, has an outstanding commitment to project base three hundred and thirteen (313) vouchers; and

WHEREAS, on November 5, 2021, the HACB issued three (3) Requests for Proposals for project basing of vouchers in new developments in its Section 8 jurisdictions, benefitting Veterans, Special Needs, and Family populations; and

WHEREAS, competitive proposals have been received from area housing developers, such proposals having been reviewed for threshold compliance and scored, with proposals being recommended for award;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to award Section 8 Housing Choice Voucher program project-based voucher commitments to the following entities, each conditioned upon realization of the developments proposed:

<u>Entity</u>	<u>Project Name &amp; Location</u>	<u>Target Population</u>	<u>Number Vouchers</u>
1. CCHC, Inc.	Bar Triangle Apts, Chico	Families	( 7) 1-BR, (11) 2-BR, (7) 3-BR
2. RCHDC	Garden Park Apts, Willows	Homeless/NPLH	(21) 1-BR, (10) 2-BR
3. Pacific West Communities	Oleander Com. Hsng., Chico	Homeless/NPLH	(21) Studio, (16) 1-BR
4. Christian Church Homes	Humboldt Apts, Chico	Seniors	(25) 1-BR
		Total	(118) Vouchers

Dated: December 16, 2021.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary

Butte and Glenn Counties

	City	Units	Serves	Investor LP	Const Lender	Perm Lender	Housing Authority Vouchers	MOA	Close	Delivery
TPC/BCA HDC										
Sunrise Village Apts.	Gridley	37	Seniors				36	√	Mar 2022	Spring 2023
Riverbend Apts. Phase 1	Oroville	72	Family	CREA		Union Bank		√	06/07/2021	Fall 2022
Riverbend Apts. Phase 2	Oroville	48	Family						Mar 2022	Spring 2023
Liberty Bell Apts.	Orland	32	Seniors				31	√	May 2022	Spring 2023
Woodward Apts.	Orland	36	Family	Boston Fin		CA Bank & Trust	25	√	May 2022	Spring 2023
8th Street	Orland	40	HUD-VASH				39	anticipated		TBD
Mitchell Ave Apts Phase I	Oroville	36	Seniors	Redstone		Pacific Western Bank		√	05/11/2021	Spring 2022
Mitchell Ave Apts Phase II	Oroville	35	Seniors					√	Feb 2022	Winter 2023
Ford Oaks Apts	Gridley	36	Family	CREA		Umpqua		√	5/27/2021	Spring 2022
Deer Creek Apts Phase I	Chico	156	Family	BofA	BofA	CitiBank		√	12/30/2021	Summer 2023
Deer Creek Apts Phase II	Chico	48	Family					√	Mar 2022	Summer 2023
Prospect View	Oroville	40	Singles PSH				39	√	Apr 2022	Spring 2023
Orchard View Apts Phase I	Gridley	48	Family					√	Nov 2022	Fall 2023
Orchard View Apts Phase II	Gridley	48	Family					anticipated		
Orchard View Apts Phase II	Gridley	48	Family					anticipated		
Oleander Community Housing Apts	Chico	38	Singles/PSH				37	√	Mar 2023	Spring 2024
AHDC/BCA HDC										
North Creek Crossing Apts., Phase I	Chico	106	Family	R4	Wells Fargo	Berkadia	26	√	06/17/2021	Spring 2023
North Creek Crossing Apts., Phase II	Chico	54	Family	R4	Wells Fargo	Berkadia	13		03/03/2022	Fall 2023
Bar Triangle	Chico	70	Family				25	√		Summer 2024
Jamboree/BCA HDC										
1297 Park Ave. Apts.	Chico	59	Singles/PSH	CREA		Banner	43	√	Oct 5, 2021	Spring 2023
HACB										
Kathy Court Apts - rebuild	Paradise	12	Family					n/a		Fall 2022
Fogg Ave Apts	Oroville	16	Singles					n/a		Fall 2023
HACB/BCA HDC Summary:		1115	total units				213			Vouchers
		465	9% Disaster Credit units - round 1							
		208	9% Disaster Credit units - round 2 (pending award)							
OTHER										
CHIP										
Creekside Place Apts	Chico	101	Seniors/PSH				100	n/a	5/5/2021	December 2022
Paradise Community Village - rebuild	Paradise	36	Family	Merritt Capital				n/a		Now Leasing
Rural Communities Housing Development Corporation										
Glenn County NPLH	Willows	32	Singles/PSH				31			Fall 2023
North Valley Housing Trust										
Base Camp II	Oroville	18	Singles/PSH				18			
Veterans Housing Development Corp										
City Corporation Yard, Phase I	Oroville	60	HUD-VASH							Fall 2023
City Corporation Yard, Phase II	Oroville	40	Veterans							
Moe West - Impact										
Paradise Gardens III - rebuild	Paradise	48	Senior					n/a		
Cristian Church Homes										
Humboldt Apts	Chico	80	Senior				25	n/a		Fall 2023
Willow Partners										
Sierra Heights Apts II	Oroville	48	Senior	CREA		Pacific Western Bank		n/a		June 2022
Oroville Heights Apts II	Oroville	40	Family	Hudson		Umpqua		n/a		July 2022
Domus - Newport Partners										
Lava Ridge Apts, 2796 Native Oaks Dr.	Chico	98	Family					n/a		Spring 2022
Tonea Way Apts, 184 Tonea Way	Chico	104	Seniors							
K2 Development										
Bruce Village Commons, 1993 Bruce Rd	Chico	60	Senior	R4	Tri Counties			n/a	Aug 2021	Spring 2023
Olive Ranch Apts. I, Table Mtn & Grand	Oroville	84	Family	RBC	Citi			n/a	Feb 2021	Late 2022
Olive Ranch Apts. II	Oroville	83	Family	RBC	Citi			n/a	Aug 2021	Spring 2023
Olive Ranch Apts. III	Oroville	51	Seniors							
Mono Apartments, 122 Mono Ave	Oroville	47	Family							
CRP Affordable										
Senator Conness Apartments	Chico	162	Family	Enterprise	Chase	Citi or Chase		n/a		Summer 2023

Pipeline Projects: 2,307 units @ \$350K ea =

313 PBV Vouchers Com Section 8 Vouchers committed

1,141 9% Disaster LIHTC units - round 1

118 PBV Voucher RFP 12/2021

500 9% Disaster LIHTC's - Round 2 (pending award)

431 Total PB Vouchers

Legend:

- AHDC - Affordable Housing Development Corporation, Clovis, CA (Private LIHTC Developer)
- BCA HDC - Butte County Affordable Housing Development Corporation (non-profit instrumentality of the Housing Authority of the County of Butte)
- CHIP - Community Housing Improvement Program, Chico, CA
- Jamboree - Jamboree Housing Corporation, Irvine, CA (non-profit LIHTC Developer)
- PWC - The Pacific Companies, Boise, ID (private LIHTC Developer)

Source: Housing Authority of the County of Butte

December 10, 2021

**MEMO**

To: HACB Board of Commissioners  
From: Marysol Perez, Executive Assistant  
Subject: Commissioner Stipends – Increase?

In follow up to the Board request to investigate increase to the Commissioner Stipend rate, the matter was referred to agency General Counsel Greg Einhorn for guidance. The short answer is that it is a matter of law that the stipend is limited to not more than \$50 per meeting.

Per California Health and Safety Code Section 34274 - Per diem payment; traveling and subsistence expenses –

A commissioner shall not be regularly employed by the authority to which he is appointed during his tenure of office, but may receive per diem payment for attendance at not more than four meetings per month of the authority, which shall not exceed fifty dollars (\$50) per day, and shall receive necessary traveling and subsistence expenses incurred in the discharge of their duties.

In summary, the stipend rate is capped at \$50 per day, and four (4) meetings total per month. The law provides for travel and subsistence, also, so the agency honors automobile mileage reimbursement at current IRS rates for Commissioner travel to and from meetings.