

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

MEETING AGENDA

February 16, 2023
2:00 p.m.

Due to COVID-19 and California State Assembly Bill 361 that amends the Ralph M. Brown Act to include new authorization for remote meetings, including remote public comment for all local agencies. California State Assembly Bill 361 extends the provision of Governor Newsom’s Executive Order N-29-20 and N-35-20 until January 2024. The meeting will be a hybrid meeting both in person at this Housing Authority office and remotely. 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.

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

<https://meet.goto.com/182581045>

You can also dial in using your phone.

Access Code: 182-581-045
United States (Toll Free): [1 877 309 2073](tel:18773092073)
United States: [+1 \(571\) 317-3129](tel:+15713173129)

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

NEXT RESOLUTION NO. 4886

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS

3. CONSENT CALENDAR

3.1 Minutes for the meeting of January 19, 2023

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$363,910.04
3.2.2	Landlords –	\$1,490,862.24
3.2.3	Payroll–	\$130,281.90

3.3 Financial Statements

3.4 Adoption of Contract Billing Rates

3.5 Section 8 Housing Choice Voucher Program

3.6 Property Vacancy Report

3.7 Public Housing

3.8 Construction Projects

3.9 Capital Fund Improvement Projects

3.10 Farm Labor Housing Report

3.11 HACB Owned Properties

3.12 Family Self Sufficiency

3.13 Rental Assistance Programs

3.14 Quarterly Investment Reports/Reserves

3.15 News Article

3.15.1 “Residents move into Creekside Place”, Michel Weber, *Chico Enterprise Record*, February 1, 2023

4. CORRESPONDENCE

4.1 New Commissioner Appointment: *Randy Coy, Commissioner District 2*, January 24, 2023

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Banyard Management – Corporate Services Agreement, adopt billing rates and services authorization.

Recommendation: Resolution No. 4886

5.2 Butte County Affordable Housing Development Corporation (BCAHDC) – Corporate Services Agreement, adopt billing rates and services authorization.

Recommendation: Resolution No. 4887

5.3 HUD Programs Household Income Determination - Adopt Passbook Savings Rate.

Recommendation: Motion

5.4 Section 8 Housing Choice Voucher (HCV) – Project Based Vouchers (PBV) Remaining (final) Allocation.

Recommendation: Discussion/Motion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

8.1 2023 NorCal/Nevada NAHRO Conference “Back in the Saddle, Post-Pandemic” January 23-24, 2023, Napa, CA - Report from Larry Guanzon, Deputy Executive Director; Tamra Young, Administrative Operations Director; and Angie Little, Section 8 Housing Manager.

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

12. COMMISSIONERS’ CALENDAR

- **Next Meeting March 16, 2023**
- **2023 Washington Conference: NAHRO at 90 Advocate; March 22-24, 2023, Washington, DC**

13. ADJOURNMENT

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

MEETING MINUTES OF January 19, 2023

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

Board Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:03 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Rich Ober, David Pittman, Sarah Richter, and Regina Sayles-Lambert: all attended in person with the exception of Commissioners Richter and Sayles-Lambert, who attended by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Hope Stone, Finance Director; Larry Guanzon, Deputy Executive Director; Tamra Young, Administrative Operations Director; Angie Little, Section 8 Housing Manager; Taylor Gonzalez, Project Manager and Marysol Perez, Executive Assistant; all attended in person.

Others present: Randy Coy, member of the public; applicant for District 2 Commissioner vacancy.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Executive Director Mayer announced the opening of the Section 8 Housing Choice Voucher (HCV) Wait List, which included launch of the TAY and FUP youth preference. Applications will be accepted from January 30 to February 13, 2023. Additionally, the Project Based Voucher Waiting List for Creekside Place Apartments, Chico is opening Monday January 30, and will remain open until further notice.

Commissioner Ober moved that the Consent Calendar be accepted as presented, Commissioner Richter seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

- 4.1 CTCAC LIHTC Regulation Comment Letter, December 27, 2022 – letter sent on behalf disaster response development projects lacking funding opportunity, having secured CDBG-DR commitments, with policy recommendations.

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- 4.2 Butte and Glenn Counties – Farmworker Housing Demand Letter to HCD, December 28, 2022 – informational letter sent to the Director of Policy & Research at the California Department of Housing & Community Development regarding farmworker housing demand in Butte and Glenn Counties.
- 4.3 “IRS issues standard mileage rates for 2023 IRS”, December 29, 2022 – The IRS determined mileage rate increased from 62.5 cents/mile to 65.5 cents/mile.
- 4.4 Commissioner Re-Appointment – Commissioner Rich Ober was re-appointed by the Butte County Board of Supervisors. Due to County Supervisorial District re-districting in Chico, Commissioner Ober now represents BOS District 3, instead of previously represented BOS District 2.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Project Based Vouchers – Discussion was held regarding disposition strategy for remaining Project Based Vouchers (PBV) authority; a commitment of (30) PBV’s to a Willows project failed, as the project lost its site control. To date the HACB has committed 536 vouchers to new developments, and “set-aside” 100 vouchers reserved for re-structuring of three (3) older tax credit properties operated by Banyard Management and Butte County Affordable Housing Development Corporation (BCAHDC). Chair Pittman was in favor of having the remaining thirty (30) vouchers committed to the re-build of the Paradise community; given the magnitude of housing stock lost as a result of the Camp Fire. The other Commissioners present were also in favor of, or did not object to, Chair Pittman’s suggestion. Having listened to the Boards thoughts, staff will bring forward a recommendation for allocation at a future HACB Board meeting.
- 5.2 Housing Authority Series 2020A Bonds – Executive Director Mayer and Taylor Gonzalez, Project Manager, presented an analysis of 2020A Series, Multifamily Housing Pool Revenue Bond. Staff believes it is in the best interest of the HACB to direct Bond Project Funds to the Kathy Court Apartments, Paradise reconstruction, in lieu of advancing the improvements contemplated for the Lincoln Apartments, Chico, and the Park Place Apartments, Oroville. The action will accelerate the reconstruction of Kathy Court, and improvement work on the other two properties can be accomplished over time through operations.

MOTION

Commissioner Richter motioned to authorize use of unobligated 2020A Series Multifamily Housing Pool Revenue Bond Funds to support of reconstruction of the 12-unit Kathy Court Apartments, Paradise. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.3 Development Activity – Executive Director Mayer provided an update to agency and area development activity, including a summary spreadsheet and detailed

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memo identifying all current known affordable housing development projects in Butte and Glenn Counties.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 Letter of support regarding North State Shelter Team (NSST) – Managed Campground Proposal for homeless campground capacity in Butte County was drafted by Executive Director Mayer and sent to the NSST, as directed by the HACB Board of Commissioners at their December 15, 2022 meeting.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Chair Pittman shared that the Oroville City Council approved a request to waive \$541,000 in park development fees for a market rate multi-family housing development. In addition, he shared that the council also approved a \$2.7 million grant for the City’s Mission Esperanza initiative.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourned – 3:00 p.m.

Reconvened – 3:09 p.m.

- 11.1 Government Code 54957: Public Employment – Board directed staff regarding the retention of new personnel, specifically the Accounting Tech position.
- 11.2 Government Code 54956.8: Conference with real estate negotiator – Board informed of property transaction work regarding the Evanswood Apartments, Oroville.
- 11.3 Government Code 54956.9: Conference regarding litigation – Board informed of notice of litigation filed against the HACB by a former Section 8 participant.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – February 16, 2023**
- **2023 NorCal/Nevada NAHRO Conference “Back in the Saddle, Post-Pandemic”**
– *Sunday January 22, 2023 (Commissioner Track), Monday – Tuesday January 23-24, 2023 (General Attendee Sessions)*
- **2023 Washington Conference: NAHRO at 90: ADVOCATE; March 22-24, 2023, Washington, D.C.**

13. ADJOURNMENT

Chair Pittman adjourned the meeting at 3:12 p.m.

Dated: January 19, 2023.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

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

Check Date	Check #	Vendor	Total Amount
1/17/2023	156958	v0000473 - Larry Hamman	-50.00
1/5/2023	157267	v0000695 - SPRINT	-65.73
1/4/2023	157287	v0000031 - PG&E	-81.00
1/3/2023	157349	t0092543 - Washington	280.00
1/4/2023	157349	t0092543 - Washington	-280.00
1/3/2023	157350	v0000010 - CALIF. WTR. SER. ORO	150.00
1/3/2023	157351	v0000011 - CALIFORNIA WATER SERVICE	119.93
1/3/2023	157352	v0000031 - PG&E	6,982.00
1/4/2023	157352	v0000031 - PG&E	-6,982.00
1/3/2023	157353	v0000240 - CIC	2,204.85
1/3/2023	157354	v0000241 - WASTE MANAGEMENT	59.07
1/3/2023	157355	v0004492 - Minol	34.00
1/3/2023	157356	v0004514 - Horizons Home Investments	1,572.00
1/3/2023	157357	v0004518 - Foothill Manor Chico LLC	5,586.00
1/3/2023	157358	v0000031 - PG&E	7,078.00
1/3/2023	157359	v0000031 - PG&E	495.00
1/3/2023	157360	v0000031 - PG&E	45.00
1/3/2023	157361	v0000031 - PG&E	96.00
1/3/2023	157395	t0007814 - Morrison	62.00
1/4/2023	157395	t0007814 - Morrison	-62.00
1/3/2023	157396	t0022629 - Fuller	14.00
1/4/2023	157396	t0022629 - Fuller	-14.00
1/3/2023	157397	t0024565 - Gonzalez Acosta	110.00
1/4/2023	157397	t0024565 - Gonzalez Acosta	-110.00
1/3/2023	157398	v0000011 - CALIFORNIA WATER SERVICE	163.00
1/3/2023	157399	v0000014 - Gridley Municipal Utilities	375.00
1/3/2023	157400	v0000031 - PG&E	607.00
1/3/2023	157401	v0000031 - PG&E	237.00
1/5/2023	157402	v0000031 - PG&E	147.00
1/5/2023	157403	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157404	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157405	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157406	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157407	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157408	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157409	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157410	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157411	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157412	v0000006 - Biggs Municipal Utilities	241.30
1/5/2023	157413	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157414	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157415	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157416	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157417	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157418	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157419	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157420	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157421	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157422	v0000006 - Biggs Municipal Utilities	129.40
1/5/2023	157423	v0000006 - Biggs Municipal Utilities	8.09
1/5/2023	157424	v0000011 - CALIFORNIA WATER SERVICE	135.00
1/5/2023	157425	v0000015 - A-1 Appliance	625.89
1/5/2023	157426	v0000017 - EAGLE SECURITY SYSTEMS	90.85
1/5/2023	157427	v0000031 - PG&E	31.17

1/5/2023	157428	v0000040 - Gregory P. Einhorn	660.00
1/5/2023	157429	v0000057 - OPER. ENG. LOCAL #3	720.00
1/5/2023	157430	v0000072 - Towne Carpet dba	31,699.41
1/5/2023	157431	v0000078 - Johnny's Lock & Safe	279.92
1/5/2023	157432	v0000140 - COMCAST CABLE	230.22
1/5/2023	157433	v0000159 - Tamra C. Young	7.00
1/5/2023	157434	v0000194 - SIERRA ROOFING COMPANY, INC.	307.00
1/5/2023	157435	v0000240 - CIC	1,098.45
1/5/2023	157436	v0000309 - Illustratus	374.26
1/5/2023	157437	v0000369 - THRIFTY ROOTER-SERVICE & PLUMBING	450.00
1/5/2023	157438	v0000380 - Staples Business Credit	1,255.73
1/5/2023	157439	v0000401 - Plan B Professional Answering Services	123.00
1/5/2023	157440	v0000402 - US Bank	223.08
1/5/2023	157441	v0000474 - Advanced Document	18.36
1/5/2023	157442	v0000501 - Richard's Tree Service, Inc.	140,445.00
1/5/2023	157443	v0000659 - ABC Nick's Pioneer Towing	200.00
1/5/2023	157444	v0000669 - ROTO-ROOTER OROVILLE	155.00
1/5/2023	157445	v0000680 - MAINTENANCE PLUS	2,054.02
1/5/2023	157446	v0000680 - MAINTENANCE PLUS	1,689.87
1/5/2023	157447	v0000680 - MAINTENANCE PLUS	1,881.52
1/5/2023	157448	v0000680 - MAINTENANCE PLUS	1,873.38
1/5/2023	157449	v0000680 - MAINTENANCE PLUS	1,621.71
1/5/2023	157450	v0000680 - MAINTENANCE PLUS	1,854.73
1/5/2023	157451	v0000695 - SPRINT	146.46
1/5/2023	157452	v0000773 - Clean Master	79.00
1/5/2023	157453	v0000773 - Clean Master	1,660.00
1/5/2023	157454	v0000773 - Clean Master	636.00
1/5/2023	157455	v0000795 - Richard's North State Pest Mgmt (dba)	616.75
1/5/2023	157456	v0000795 - Richard's North State Pest Mgmt (dba)	297.50
1/5/2023	157457	v0000795 - Richard's North State Pest Mgmt (dba)	564.75
1/5/2023	157458	v0000808 - S.E.C. 5 Private Security dba	1,904.00
1/5/2023	157459	v0000836 - Nacho's Electric (dba)	167.18
1/5/2023	157460	v0000879 - GUZI-WEST Inspection and Consulting. LLC	921.25
1/5/2023	157461	v0000882 - RSC Associates, Inc	1,095.42
1/5/2023	157462	v0000883 - Carpets Galore Inc	7,376.00
1/5/2023	157463	v0000887 - Grimes Heating & Air Inc	28,614.00
1/5/2023	157464	v0004479 - Netsys Systems, Inc.	8,879.49
1/5/2023	157465	v0004484 - Holbrooks Clearance Center	3,393.24
1/17/2023	157466	t0053607 - Duarte De La Cruz	41.00
1/18/2023	157466	t0053607 - Duarte De La Cruz	-41.00
1/17/2023	157467	v0000026 - Oroville Senior Associates LP	1,240.00
1/17/2023	157468	v0000031 - PG&E	446.00
1/17/2023	157469	v0004476 - Thomas	2,417.00
1/17/2023	157470	v0004517 - Steven Hicklin	940.00
1/17/2023	157471	v0004527 - Sharon Francis Real Estate	793.00
1/19/2023	157472	v0000660 - HACB	7,722.00
1/20/2023	157472	v0000660 - HACB	-7,722.00
1/19/2023	157473	t0067942 - McCraney	255.44
1/19/2023	157474	v0000010 - CALIF. WTR. SER. ORO	570.38
1/19/2023	157475	v0000014 - Gridley Municipal Utilities	1,165.90
1/19/2023	157476	v0000015 - A-1 Appliance	629.53
1/19/2023	157477	v0000031 - PG&E	12.50
1/19/2023	157478	v0000031 - PG&E	195.13
1/19/2023	157479	v0000031 - PG&E	0.69
1/19/2023	157480	v0000031 - PG&E	13.98
1/19/2023	157481	v0000031 - PG&E	1,014.11
1/19/2023	157482	v0000031 - PG&E	345.02
1/19/2023	157483	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,174.14

1/19/2023	157484	v0000040 - Gregory P. Einhorn	1,370.00
1/19/2023	157485	v0000078 - Johnny's Lock & Safe	5.58
1/19/2023	157486	v0000082 - ENTERPRISE-RECORD	1,605.50
1/19/2023	157487	v0000082 - ENTERPRISE-RECORD	287.57
1/19/2023	157488	v0000082 - ENTERPRISE-RECORD	785.14
1/19/2023	157489	v0000085 - LES SCHWAB TIRES	752.66
1/19/2023	157490	v0000088 - The Home Depot Credit Services	4,959.33
1/19/2023	157491	v0000108 - AT&T	74.50
1/19/2023	157492	v0000129 - Angela Little	87.00
1/19/2023	157493	v0000140 - COMCAST CABLE	380.16
1/19/2023	157494	v0000140 - COMCAST CABLE	167.99
1/19/2023	157495	v0000140 - COMCAST CABLE	382.14
1/19/2023	157496	v0000155 - Susanne Kemp	56.93
1/19/2023	157497	v0000159 - Tamra C. Young	87.00
1/19/2023	157498	v0000185 - Warren Asbestos Abatement Cont., Inc.	4,924.00
1/19/2023	157499	v0000192 - Nan McKay & Associates, Inc.	3,387.50
1/19/2023	157500	v0000229 - InterWest Insurance Services, LLC	600.00
1/19/2023	157501	v0000238 - Baker Distributing Company, Inc.	195.13
1/19/2023	157502	v0000240 - CIC	48.02
1/19/2023	157503	v0000241 - WASTE MANAGEMENT	1,687.62
1/19/2023	157504	v0000267 - OFFICE DEPOT INC	859.46
1/19/2023	157505	v0000312 - Unum Life Insurance Company	1,341.97
1/19/2023	157506	v0000331 - Larry Hamman	25.00
1/19/2023	157507	v0000402 - US Bank	327.60
1/19/2023	157508	v0000428 - Adecco Employment Services	3,661.94
1/19/2023	157509	v0000459 - E Center	209.17
1/19/2023	157510	v0000469 - Thermalito Irrigation	347.36
1/19/2023	157511	v0000473 - Larry Hamman	50.00
1/19/2023	157512	v0000474 - Advanced Document	66.08
1/19/2023	157513	v0000474 - Advanced Document	144.00
1/19/2023	157514	v0000592 - Neal Road Recycling & Waste	28.00
1/19/2023	157515	v0000594 - Di Lor	87.00
1/19/2023	157516	v0000631 - Hignell, Inc. dba Experts in Your Home	380.96
1/19/2023	157517	v0000661 - Juan Meza	123.00
1/19/2023	157518	v0000749 - Larry Guanzon	123.00
1/19/2023	157519	v0000806 - Cypress Dental Administrators	3,259.27
1/19/2023	157520	v0000807 - David Pittman	50.00
1/19/2023	157521	v0000821 - Golden State Risk Management Authority	33,759.00
1/19/2023	157522	v0000826 - Benjamin Matta	87.00
1/19/2023	157523	v0000829 - Armed Guard Private Security, Inc	300.00
1/19/2023	157524	v0000837 - Gary Quiring	850.00
1/19/2023	157525	v0000843 - Squyres Fire Protection, Inc.	229.06
1/19/2023	157526	v0000845 - HMR Architects, Inc.	1,050.00
1/19/2023	157527	v0000859 - Richard H. Ober	50.00
1/19/2023	157528	v0000863 - Nor-Cal Landscape Maintenance dba	11,780.00
1/19/2023	157529	v0000866 - Charles Alford	50.00
1/19/2023	157530	v0000879 - GUZI-WEST Inspection and Consulting. LLC	1,158.75
1/19/2023	157531	v0000888 - Sarah Richter	50.00
1/19/2023	157532	v0000889 - Regina Sayles-Lambert	50.00
1/19/2023	157533	v0004526 - VSP Vision Care	582.61
1/19/2023	157534	v0004531 - Security Self Storage	162.50
1/19/2023	157535	v0004534 - David Martin	87.00
1/20/2023	157535	v0004534 - David Martin	-87.00
1/19/2023	157536	v0004537 - Abel Lambert	675.00
		TOTAL	363,910.04

Housing Authority of the County of Butte
BALANCE SHEET
December 31, 2022

CUMULATIVE

ASSETS

Current Assets

Cash - Unrestricted	3,420,164
Cash - Other Restricted	1,392,386
Cash - Tenant Security Deposits	285,860
Account Receivable - Current	(834,359)
Note Receivable - Current Portion	(18,732)
Investments - Unrestricted	2,058,870
Investments - Restricted	10,568,426
Inventory	103,508
Prepaid Expenses	979,256

Total Current Assets **17,955,378**

Fixed Assets

Fixed Assets & Accumulated Depreciation	26,537,099
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Total Fixed Assets **26,537,099**

Other Non-Current Assets

Notes Loans & Mortgages Receivable	1,965,372
Deferred Outflows - GASB 68 & 75	670,081
Safety Deposit Box, Key Deposit	10
Investment in Limited Partnerships	3,820,117

Total Other Non-Current Assets **6,455,580**

TOTAL ASSETS **50,948,057**

LIABILITIES

Current Liabilities

Accounts Payable	907,082
Accrued Payroll Liabilities	34,987
Accrued Interest Payable	48,827
Tenant Security Deposits	340,826
Deferred Revenue	6,648
Long Term Debt - Current Portion	336,738
Accrued Liabilities - Other	606,754

Total Current Liabilities **2,281,863**

Long-Term Liabilities

Deferred Inflows - GASB 68 & 75	106,791
Other Post Retirement Ben-Net GASB 75	243,914
Unfunded Pension Liability - GASB 68	3,733,706
Long-Term Debt	13,366,345
Non-Current Liability - Other (FSS)	55,493

Total Long-Term Liabilities **17,506,249**

TOTAL LIABILITIES **19,788,112**

NET POSITION

Beginning Net Position	33,184,629
Retained Earnings	(2,024,684)

TOTAL NET POSITION **31,159,945**

TOTAL LIABILITIES AND NET POSITION **50,948,057**

Housing Authority of the County of Butte
CONSOLIDATED INCOME STATEMENT
December 31, 2022

	Month to Date			Year to Date		
	Actual	Budget	Remaining	Actual	Budget	Remaining
Dwelling Rent	339,971	368,267	28,296	1,166,472	1,104,802	(61,670)
Tenant Charges	7,811	5,241	(2,569)	23,848	15,724	(8,125)
Laundry Revenue	2,043	2,747	704	8,787	8,240	(547)
HUD Grant Revenue	1,705,123	1,929,962	224,839	4,998,685	5,789,885	791,200
Other Grant Revenue	336,265	0	(336,265)	336,265	0	(336,265)
Investment Income-unrestricted	3	698	695	6	2,093	2,087
Investment Income - restricted	0	5,917	5,917	0	17,750	17,750
Fraud Recovery	2,284	4,167	1,883	4,568	12,500	7,932
Other Income	17,708	50,558	32,850	59,080	151,675	92,595
TOTAL REVENUES	2,411,208	2,367,556	(43,651)	6,597,713	7,102,669	504,956
Administrative Employee Salaries	123,089	194,380	71,291	410,683	583,141	172,458
Audit Fee	0	4,542	4,542	0	13,625	13,625
Advertising & Marketing	292	1,823	1,531	759	5,468	4,708
Admin Fringe Benefits & Taxes	55,097	104,718	49,621	188,032	314,154	126,122
Office Expenses	19,449	25,016	5,567	61,828	75,049	13,221
Legal Expenses	2,205	4,992	2,787	6,150	14,975	8,825
Travel	0	10,360	10,360	10	31,079	31,069
Allocated Overhead	81,174	100,704	19,530	162,598	302,113	139,515
Other Admin Expenses	60,142	55,902	(4,241)	152,592	167,705	15,112
Total Operating Admin Costs	341,448	502,436	160,988	982,653	1,507,307	524,655
Tenant Services - Salaries	9,638	8,375	(1,263)	24,000	25,125	1,125
Relocation Costs	0	0	0	0	0	0
Employee Benefits - Tenant Services	2,580	3,763	1,183	8,543	11,289	2,746
Resident Services MISC	208	22,329	22,121	61,395	66,986	5,591
Total Tenant Services	12,426	34,467	22,041	93,938	103,400	9,461
Water	17,520	18,762	1,242	57,761	56,285	(1,476)
Electricity	5,587	9,532	3,945	19,656	28,596	8,939
Gas	2,440	1,995	(446)	5,822	5,984	162
Sewer	14,631	18,469	3,838	51,454	55,406	3,952
Total Utilities - Project	40,177	48,757	8,579	134,693	146,270	11,577
Maintenance Salaries	30,410	40,232	9,822	91,521	120,697	29,176
Maintenance Materials	8,712	12,929	4,217	29,229	38,786	9,557
Maintenance Contract Costs	93,642	92,304	(1,338)	356,324	276,912	(79,412)
Maintenance Fringe Benefits	10,609	18,542	7,933	37,155	55,627	18,472
Total Maintenance Costs	143,373	164,007	20,634	514,230	492,022	(22,208)
Protective Services	1,840	4,943	3,102	5,761	14,828	9,066
Insurance-Liability/Property/Auto	33,722	37,548	3,826	97,742	112,644	14,903
Other General Expenses	36,111	8,100	(28,011)	427,286	24,300	(402,986)
PILOT	6,224	9,667	3,443	23,572	29,002	5,430
Bad Debt - Tenant	0	5,683	5,683	(231)	17,050	17,281
Bad Debt - Other	0	0	0	0	0	0
Interest Expense	0	28,870	28,870	26,401	86,610	60,209
Total Other Operating Expenses	77,897	94,811	16,914	580,531	284,434	(296,097)
Maintenance - Extraordinary	0	0	(36,111)	72,222	0	(72,222)
Casualty Losses	0	0	0	0	0	0
Housing Assistance Payments	1,544,550	1,562,206	17,656	4,307,717	4,686,619	378,902
Fraud Losses	0	0	0	0	0	0
Total Other Costs	1,664,782	1,562,206	(18,455)	4,379,939	4,686,619	306,680
TOTAL EXPENSES	2,280,103	2,406,684	210,701	6,685,984	7,220,051	534,067
RETAINED EARNINGS	131,104	(39,128)	(170,232)	(88,271)	(117,383)	(29,111)

Housing Authority of the County of Butte
SECTION 8 INCOME STATEMENT
December 31, 2022

	Month to Date			Year to Date		
	Actual	Budget	Remaining	Actual	Budget	Remaining
Dwelling Rent	0	0	0	0	0	0
Tenant Charges	0	0	0	0	0	0
Laundry Revenue	0	0	0	0	0	0
HUD Grant Revenue	1,459,909	1,723,289	263,380	4,630,407	5,169,868	539,461
Other Grant Revenue	336,265	0	(336,265)	336,265	0	(336,265)
Investment Income-unrestricted	0	150	150	0	450	450
Investment Income - restricted	0	4,167	4,167	0	12,500	12,500
Fraud Recovery	2,284	4,167	1,883	2,284	12,500	10,216
Other Income	7,282	625	(6,657)	16,921	1,875	(15,046)
TOTAL REVENUES	1,805,740	1,732,398	(73,342)	4,985,877	5,197,193	211,316
Administrative Employee Salaries	64,880	59,583	(5,297)	194,640	178,750	(15,890)
Audit Fee	0	1,800	1,800	0	5,400	5,400
Advertising & Marketing	0	417	417	0	1,250	1,250
Admin Fringe Benefits & Taxes	22,954	31,758	8,804	68,862	95,274	26,412
Office Expenses	13,007	10,833	(2,173)	23,538	32,500	8,962
Legal Expenses	2,205	1,250	(955)	10,673	3,750	(6,923)
Travel	0	2,492	2,492	0	7,475	7,475
Allocated Overhead	40,000	42,769	2,769	120,000	128,308	8,308
Other Admin Expenses	4,740	21,805	17,065	25,412	65,416	40,004
Total Operating Admin Costs	147,785	172,707	24,922	443,125	518,122	74,997
Tenant Services - Salaries	3,500	4,000	500	7,000	12,000	5,000
Relocation Costs	0	0	0	0	0	0
Employee Benefits - Tenant Services	1,200	1,600	400	2,400	4,800	2,400
Resident Services MISC	0	16,917	16,917	800	50,750	49,950
Total Tenant Services	4,700	22,517	17,817	10,200	67,550	57,350
Water	0	133	133	361	400	39
Electricity	994	1,092	98	3,737	3,275	(462)
Gas	20	83	63	39	250	211
Sewer	15	125	110	57	375	318
Total Utilities - Project	1,029	1,433	404	4,194	4,300	106
Maintenance Salaries	0	0	0	0	0	0
Maintenance Materials	332	417	85	1,952	1,250	(702)
Maintenance Contract Costs	13,703	917	(12,786)	14,948	2,750	(12,198)
Maintenance Fringe Benefits	0	0	0	0	0	0
Total Maintenance Costs	14,035	1,333	(12,701)	16,901	4,000	(12,901)
Protective Services	126	267	141	270	800	530
Insurance-Liability/Property/Auto	585	585	0	585	1,755	1,170
Other General Expenses	5,167	5,167	(0)	7,433	15,500	8,067
PILOT	0	0	0	0	0	0
Bad Debt - Tenant	0	0	0	0	0	0
Bad Debt - Other	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Total Other Operating Expenses	5,878	6,018	140	8,288	18,055	9,767
Maintenance - Extraordinary	0	0	0	0	0	0
Casualty Losses	0	0	0	0	0	0
Housing Assistance Payments	1,542,745	1,549,290	6,545	4,307,515	4,647,869	340,354
Fraud Losses	0	0	0	0	0	0
Total Other Costs	1,542,745	1,549,290	6,545	4,307,515	4,647,869	340,354
TOTAL EXPENSES	1,716,172	1,753,299	37,127	4,790,223	5,259,896	469,673
RETAINED EARNINGS	89,568	(20,901)	(110,469)	195,654	(62,703)	(258,357)

Housing Authority of the County of Butte
HOUSING-ALL INCOME STATEMENT
December 31, 2022

	Month to Date			Year to Date		
	Actual	Budget	Remaining	Actual	Budget	Remaining
Dwelling Rent	129,719	123,120	(6,599)	394,013	369,360	(24,653)
Tenant Charges	237	3,333	3,096	681	10,000	9,319
Laundry Revenue	614	1,333	719	1,241	4,000	2,759
HUD Grant Revenue	118,148	107,363	(10,785)	337,654	322,090	(15,564)
Other Grant Revenue	0	0	0	0	0	0
Investment Income-unrestricted	0	383	383	0	1,150	1,150
Investment Income - restricted	0	0	0	0	0	0
Fraud Recovery	0	0	0	0	0	0
Other Income	0	200	200	904	600	(304)
TOTAL REVENUES	248,718	235,733	(12,985)	734,494	707,200	(27,294)
Administrative Employee Salaries	55,189	37,500	(17,689)	162,547	112,500	(50,047)
Audit Fee	0	267	267	0	800	800
Advertising & Marketing	0	750	750	0	2,250	2,250
Admin Fringe Benefits & Taxes	29,683	19,988	(9,696)	86,589	59,963	(26,627)
Office Expenses	5,555	5,000	(555)	15,978	15,000	(978)
Legal Expenses	0	1,250	1,250	0	3,750	3,750
Travel	0	583	583	0	1,750	1,750
Allocated Overhead	40,000	37,809	(2,191)	110,000	113,427	3,427
Other Admin Expenses	10,390	4,870	(5,520)	21,180	14,610	(6,570)
Total Operating Admin Costs	140,817	108,017	(32,800)	396,294	324,050	(72,245)
Tenant Services - Salaries	0	0	0	0	0	0
Relocation Costs	0	0	0	0	0	0
Employee Benefits - Tenant Services	0	0	0	0	0	0
Resident Services MISC	0	719	719	254	2,156	1,902
Total Tenant Services	0	719	719	254	2,156	1,902
Water	12,951	10,833	(2,117)	40,917	32,500	(8,417)
Electricity	2,772	2,417	(355)	9,935	7,250	(2,685)
Gas	1,001	500	(501)	2,143	1,500	(643)
Sewer	3,636	10,108	6,472	13,924	30,325	16,401
Total Utilities - Project	20,360	23,858	3,499	66,918	71,575	4,657
Maintenance Salaries	30,410	31,445	1,035	85,067	94,334	9,267
Maintenance Materials	2,204	10,417	8,213	15,138	31,250	16,112
Maintenance Contract Costs	20,970	27,429	6,459	54,921	82,286	27,365
Maintenance Fringe Benefits	10,609	17,609	7,000	26,830	52,827	25,997
Total Maintenance Costs	64,193	86,899	22,706	181,956	260,697	78,741
Protective Services	1,714	2,333	619	5,152	7,000	1,848
Insurance-Liability/Property/Auto	12,676	21,628	8,953	27,676	64,885	37,209
Other General Expenses	20	250	230	0	750	750
PILOT	6,224	9,375	3,151	7,224	28,125	20,901
Bad Debt - Tenant	0	4,167	4,167	0	12,500	12,500
Bad Debt - Other	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Total Other Operating Expenses	20,634	37,753	17,119	40,052	113,260	73,208
Maintenance - Extraordinary	0	0	0	0	0	0
Casualty Losses	0	0	0	0	0	0
Housing Assistance Payments	1,805	0	(1,805)	3,610	0	(3,610)
Fraud Losses	0	0	0	0	0	0
Total Other Costs	1,805	0	(1,805)	3,610	0	(3,610)
TOTAL EXPENSES	247,807	257,246	9,438	689,084	771,737	82,653
RETAINED EARNINGS	911	(21,513)	(22,423)	45,410	(64,538)	(109,947)

Housing Authority of the County of Butte
CAPITAL FUNDS INCOME STATEMENT
December 31, 2022

	Month to Date			Year to Date		
	Actual	Budget	Remaining	Actual	Budget	Remaining
Dwelling Rent	0	0	0	0	0	0
Tenant Charges	0	0	0	0	0	0
Laundry Revenue	0	0	0	0	0	0
HUD Grant Revenue	119,211	92,771	(26,440)	119,211	278,314	159,103
Other Grant Revenue	0	0	0	0	0	0
Investment Income-unrestricted	0	0	0	0	0	0
Investment Income - restricted	0	0	0	0	0	0
Fraud Recovery	0	0	0	0	0	0
Other Income	0	0	0	0	0	0
TOTAL REVENUES	119,211	92,771	(26,440)	119,211	278,314	159,103
Administrative Employee Salaries	3,020	12,500	9,480	9,060	37,500	28,440
Audit Fee	0	0	0	0	0	0
Advertising & Marketing	0	0	0	0	0	0
Admin Fringe Benefits & Taxes	2,460	6,663	4,203	7,380	19,988	12,608
Office Expenses	411	333	(78)	1,233	1,000	(233)
Legal Expenses	0	0	0	0	0	0
Travel	0	196	196	0	588	588
Allocated Overhead	1,174	1,697	523	3,522	5,092	1,570
Other Admin Expenses	0	208	208	0	625	625
Total Operating Admin Costs	7,065	21,597	14,532	21,195	64,792	43,597
Tenant Services - Salaries	0	0	0	0	0	0
Relocation Costs	0	0	0	0	0	0
Employee Benefits - Tenant Services	0	0	0	0	0	0
Resident Services	0	0	0	0	0	0
Total Tenant Services	0	0	0	0	0	0
Water	0	0	0	0	0	0
Electricity	0	0	0	0	0	0
Gas	0	0	0	0	0	0
Sewer	0	0	0	0	0	0
Total Utilities - Project	0	0	0	0	0	0
Maintenance Salaries	0	0	0	0	0	0
Maintenance Materials	0	0	0	0	0	0
Maintenance Contract Costs	8,024	0	(8,024)	24,072	0	(24,072)
Maintenance Fringe Benefits	0	0	0	0	0	0
Total Maintenance Costs	8,024	0	(8,024)	24,072	0	(24,072)
Protective Services	0	0	0	0	0	0
Insurance-Liability/Property/Auto	0	0	0	0	0	0
Other General Expenses	0	0	0	0	0	0
PILOT	0	0	0	0	0	0
Bad Debt - Tenant	0	0	0	0	0	0
Bad Debt - Other	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Total Other Operating Expenses	0	0	0	0	0	0
Maintenance - Extraordinary	0	0	0	0	0	0
Casualty Losses	0	0	0	0	0	0
Housing Assistance Payments	0	0	0	0	0	0
Fraud Losses	0	0	0	0	0	0
Total Other Costs	0	0	0	0	0	0
TOTAL EXPENSES	15,089	21,597	6,508	45,267	64,792	19,525
RETAINED EARNINGS	104,122	71,174	(32,948)	73,944	213,522	139,578

Housing Authority of the County of Butte
ROSS GRANT (FSS) INCOME STATEMENT
December 31, 2022

	Month to Date			Year to Date		
	Actual	Budget	Remaining	Actual	Budget	Remaining
Dwelling Rent	0	0	0	0	0	0
Tenant Charges	0	0	0	0	0	0
Laundry Revenue	0	0	0	0	0	0
HUD Grant Revenue	7,855	6,538	(1,317)	13,312	19,614	6,302
Other Grant Revenue	0	0	0	0	0	0
Investment Income-unrestricted	0	0	0	0	0	0
Investment Income - restricted	0	0	0	0	0	0
Fraud Recovery	0	0	0	0	0	0
Other Income	0	0	0	0	0	0
TOTAL REVENUES	7,855	6,538	(1,317)	13,312	19,614	6,302
Administrative Employee Salaries	0	0	0	0	0	0
Audit Fee	0	0	0	0	0	0
Advertising & Marketing	0	0	0	0	0	0
Admin Fringe Benefits & Taxes	0	0	0	0	0	0
Office Expenses	0	0	0	0	0	0
Legal Expenses	0	0	0	0	0	0
Travel	0	0	0	0	0	0
Allocated Overhead	0	0	0	0	0	0
Other Admin Expenses	0	0	0	0	0	0
Total Operating Admin Costs	0	0	0	0	0	0
Tenant Services - Salaries	6,138	4,375	(1,763)	18,414	8,750	(9,664)
Relocation Costs	0	0	0	0	0	0
Employee Benefits - Tenant Services	1,380	2,163	783	4,140	4,326	186
Resident Services MISC	0	0	0	0	0	0
Total Tenant Services	7,518	6,538	(980)	22,554	13,076	(9,478)
Water	0	0	0	0	0	0
Electricity	0	0	0	0	0	0
Gas	0	0	0	0	0	0
Sewer	0	0	0	0	0	0
Total Utilities - Project	0	0	0	0	0	0
Maintenance Salaries	0	0	0	0	0	0
Maintenance Materials	0	0	0	0	0	0
Maintenance Contract Costs	0	0	0	0	0	0
Maintenance Fringe Benefits	0	0	0	0	0	0
Total Maintenance Costs	0	0	0	0	0	0
Protective Services	0	0	0	0	0	0
Insurance-Liability/Property/Auto	0	0	0	0	0	0
Other General Expenses	0	0	0	0	0	0
PILOT	0	0	0	0	0	0
Bad Debt - Tenant	0	0	0	0	0	0
Bad Debt - Other	0	0	0	0	0	0
Interest Expense	0	0	0	0	0	0
Total Other Operating Expenses	0	0	0	0	0	0
Maintenance - Extraordinary	0	0	0	0	0	0
Casualty Losses	0	0	0	0	0	0
Housing Assistance Payments	0	0	0	0	0	0
Fraud Losses	0	0	0	0	0	0
Total Other Costs	0	0	0	0	0	0
TOTAL EXPENSES	7,518	6,538	(980)	22,554	13,076	(9,478)
RETAINED EARNINGS	337	0	(337)	(9,242)	6,538	15,780

February 10, 2023

MEMO

To: Board of Commissioners

From: Ed Mayer, Executive Director
Hope Stone, Finance Director

Subject: Agenda Item No. 3.4, Adoption of Contract Billing Rates

The HACB currently contracts with Butte County Affordable Development Corporation (BCAHDC) and Banyard Management to perform Basic Services and Extraordinary Services.

Basic Services relate to the corporate entity Board meetings; records retention; budget preparation; tax filings; and other corporate administrative functions. These service reimbursements are currently capped at an annual not to exceed (NTE) amount of \$16,500 for Banyard Management and \$20,000 for BCAHDC.

Extraordinary Services include corporate procurement and contracting; managing corporate assets; engaging in program and property development; and property acquisition and sale work. These service reimbursements are bound by an not-to-exceed (NTE) limit.

Per individual, the rates increased between 1% to 9% over last year. Changes included Step, Longevity and COLA increases. These rates are based upon actual salary and benefits plus the 2023 HACB overhead rate, currently budgeted at 18.8%.

The contract runs from October to September and automatically renews for one-year increments. The contract may be modified by mutual written consent. Compensation is on an hourly "Fee for Services" reimbursement basis and hourly contracted billing rates are updated annually, with these Proposed Rates to be effective on March 1, 2023. This year, it is proposed the billing rates remain the same.

Recommendation: motion to approve renewal of HACB Hourly Billing Rates, effective March 1, 2023.



HOUSING AUTHORITY of the County of Butte

(530) 895-4474
FAX (530) 895-4469
TDD/TTY (800) 735-2929
(800) 564-2999 Butte County Only
WEBSITE: www.butte-housing.com
2039 Forest Avenue • Chico, CA 95928

HOURLY BILLING RATES

	Old Rates Rates	New Rates*
Executive Director	\$173.00	\$173.00
Deputy Executive Director	\$129.00	\$129.00
Finance Director	\$120.00	\$120.00
Project Manager	\$115.00	\$115.00
Admin. Operations Director	\$109.00	\$109.00
Executive Assistant	\$ 52.00	\$ 52.00
Systems Administrator	\$ 84.00	\$ 84.00
Project Manager	\$ 70.00	\$ 70.00

**New Rates to be effective March 1, 2023*

Adopted February 16, 2023



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



**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM
CALENDAR YEAR 2022**

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	1,008,621	1,008,621	1,063,120	1,112,199	1,212,917	1,408,510	1,410,549	1,471,267	1,491,725	1,484,420	1,494,932	1,555,998	1,008,621
BEG. INVESTED IN CAPITAL ASSETS	87,296	87,296	0	0	0	0	0	0	0	0	0	0	87,296
HUD ADMIN FEE REVENUE	146,298	146,298	146,298	143,419	246,670	148,834	148,834	148,834	148,834	162,334	163,219	223,744	1,973,616
FRAUD RECOVERY	4,067	2,634	4,090	4,974	2,384	2,156	1,923	5,112	2,289	2,289	889	658	33,465
INTEREST INCOME / GAIN or LOSS INV	43,540	-19,782	2,750	69,852	64,982	-11,859	55,970	-32,840	-4,317	0	0	0	168,296
DEPRECIATION (reduces Capital Assets)	-2,826	-2,826	0	0	0	0	0	0	0	0	0	0	-5,652
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE EXPENDITURES	-79,264	-66,562	-104,059	-117,527	-118,443	-137,092	-146,009	-100,648	-154,111	-154,111	-103,042	-35,854	-1,316,722
ENDING ADMIN RESERVE BALANCE	1,207,732	1,155,679	1,112,199	1,212,917	1,408,510	1,410,549	1,471,267	1,491,725	1,484,420	1,494,932	1,555,998	1,744,546	1,948,920
YTD Change in Admin.	111,815	59,762	16,282	117,000	312,593	314,632	375,350	395,808	388,503	399,015	460,081	648,629	853,003
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	270,216	270,216	246,270	242,989	179,976	128,655	-194,516	-216,300	-252,650	-237,854	-208,411	-225,843	270,216
HUD HAP REVENUE	1,186,501	1,208,465	1,261,208	1,229,713	1,226,128	976,528	1,246,527	1,302,347	1,348,768	1,314,612	1,350,112	1,375,758	15,026,667
FRAUD RECOVERY	4,067	2,634	4,090	4,974	2,384	2,156	1,923	5,112	2,289	2,289	889	658	33,465
FSS FORFEITURES	0	512	0	0	0	0	0	0	0	0	0	0	512
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0	0	0	0	0
HOUSING ASSISTANCE PAYMENTS	-1,202,684	-1,144,717	-1,268,579	-1,297,700	-1,279,833	-1,301,855	-1,270,234	-1,343,809	-1,336,261	-1,287,458	-1,368,433	-1,336,156	-15,437,719
ENDING HAP RESERVE BALANCE	258,100	337,110	242,989	179,976	128,655	-194,516	-216,300	-252,650	-237,854	-208,411	-225,843	-185,583	-106,859
YTD Change in HAP	-12,116	66,894	-27,227	-90,240	-141,561	-464,732	-486,516	-522,866	-508,070	-478,627	-496,059	-455,799	-377,075
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	1,564,988	1,564,988	18,779,856
HAP EXPENDITURES (Current Month)	1,281,948	1,211,279	1,372,638	1,415,227	1,398,276	1,438,947	1,416,243	1,444,457	1,490,372	1,441,569	1,471,475	1,372,010	16,754,441
CY 2020 HAP BUDGET UTILIZATION	82%	77%	88%	90%	89%	92%	90%	92%	95%	92%	94%	88%	89%
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	17,214,868	18,779,856	37,559,712
TOTAL HAP EXPENDITURES (YTD)	1,281,948	2,493,227	3,865,865	5,281,092	6,679,368	8,118,315	9,534,558	10,979,015	12,469,387	13,910,956	15,382,431	16,754,441	33,508,882
BUDGET REMAINING (YTD)	283,040	636,749	829,099	978,860	1,145,572	1,271,613	1,420,358	1,540,889	1,615,505	1,738,924	1,832,437	2,025,415	4,050,830
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,957	1,984	1,993	2,011	2,024	2,048	2,044	2,052	2,068	2,107	2,115	2,102	24,505
UNIT MONTH'S AVAILABLE	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	26,832
OVER or (UNDER) LEASED	-279	-252	-243	-225	-212	-188	-192	-184	-168	-129	-121	-134	-2,327
CY 2022 VOUCHER UTILIZATION	88%	89%	89%	90%	91%	92%	91%	92%	92%	94%	95%	94%	91%
CY 2021 VOUCHER UTILIZATION	84%	84%	85%	86%	87%	88%	87%	86%	87%	87%	87%	87%	87%
CY 2022 AVERAGE HAP	655	611	689	704	691	703	693	704	721	684	696	653	684
CY 2021 AVERAGE HAP	637	631	634	632	632	618	595	601	599	614	621	615	627

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

HOUSING CHOICE VOUCHER (SECTION 8)

UTILIZATION SUMMARY REPORT

ROLLING 12 MONTH ANALYSIS

UNITS LEASED SUMMARY	FEB'23	JAN'23	DEC'22	NOV'22	OCT'22	SEP'22	AUG'22	JUL'22	JUN'22	MAY'22	APR'22	MAR'22
BUTTE												
ACC UNIT MONTHS	1973	1973	1973	1973	1973	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1943	1937	1917	1889	1885	1892	1877	1870	1866	1849	1832	1812
VOUCHER UTILIZATION %	98.48%	98.18%	97.16%	95.74%	95.54%	96.78%	96.01%	95.65%	95.45%	94.58%	93.71%	92.69%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	63	62	62	61	61	61	62	62	63	64	65	65
VOUCHER UTILIZATION %	72.41%	71.26%	71.26%	70.11%	70.11%	70.11%	71.26%	71.26%	72.41%	73.56%	74.71%	74.71%
VASH												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	194	194	194
CURRENT LEASED	120	120	116	117	116	115	113	112	110	112	110	111
VOUCHER UTILIZATION %	61.86%	61.86%	59.79%	60.31%	59.79%	59.28%	58.25%	57.73%	56.70%	57.73%	56.70%	57.22%
TOTAL												
ACC UNIT MONTHS	2254	2254	2254	2254	2254	2236	2236	2236	2236	2236	2236	2236
CURRENT LEASED	2126	2119	2095	2067	2062	2068	2052	2044	2039	2025	2007	1988
VOUCHER UTILIZATION %	94.32%	94.01%	92.95%	91.70%	91.48%	92.49%	91.77%	91.41%	91.19%	90.56%	89.76%	88.91%

HAP SUMMARY*	FEB'23	JAN'23	DEC'22	NOV'22	OCT'22	SEP'22	AUG'22	JUL'22	JUN'22	MAY'22	APR'22	MAR'22
ACC BUDGET	\$ 1,687,733	\$ 1,687,733	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983	\$ 1,592,983
ACTUAL HAP	\$ 1,434,179	\$ 1,441,953	\$ 1,407,878	\$ 1,273,115	\$ 1,347,437	\$ 1,321,908	\$ 1,336,757	\$ 1,311,614	\$ 1,312,171	\$ 1,300,837	\$ 1,294,633	\$ 1,270,908
PER UNIT COST	\$ 675	\$ 680	\$ 672	\$ 616	\$ 653	\$ 639	\$ 651	\$ 642	\$ 644	\$ 642	\$ 645	\$ 639
BUDGET UTILIZATION %	84.98%	85.44%	88.38%	79.92%	84.59%	82.98%	83.92%	82.34%	82.37%	81.66%	81.27%	79.78%

ACTIVITY SUMMARY	FEB'23	JAN'23	DEC'22	NOV'22	OCT'22	SEP'22	AUG'22	JUL'22	JUN'22	MAY'22	APR'22	MAR'22
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	42	41	40	33	32	32	33	29	28	29	30	32
ZERO HAP	24	18	21	20	29	24	22	26	27	27	19	23
UTILITY ASSISTANCE PAYMENTS	109	109	105	107	107	105	98	101	106	102	96	95
NEW ADMISSIONS	**	25	28	31	29	24	48	38	40	29	49	27
INITIAL VOUCHERS SEARCHING	157	174	212	295	244	267	301	263	273	263	252	242
ACTUAL/ESTIMATED EOP	15	8	8	19	16	12	14	18	25	15	16	12
REMAIN ON WAITING LIST	97	165	305	617	702	761	943	1047	1585	1753	1892	2182

*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
2023**

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	31	0 (12)	18	40	175	%
Feb-23	18**	0	0	0	0	0	0	2	12***	0	0	2	98.9%
Jan-23	17**	0	0	0	0	1	0	1	12***	0	0	2	98.9%
Dec-22	17**	0	0	0	1	1	0	3	12***	0	0	5	97.1%
Nov-22	14**	0	0	1	1	1	1	1	12***	0	0	4	97.7%
Oct-22	13**	0	0	0	0	0	1	0	12***	0	0	1	99.4%
Sep-22	13**	0	0	1	0	0	1	0	12***	0	0	1	99.4%
Aug-22	11**	0	0	0	1	0	1	0	12***	0	0	2	98.9%
Jul-22	11**	0	0	0	1	0	0	0	12***	0	0	1	99.4%
Jun-22	14**	0	0	0	0	0	0	0	12***	0	1	1	99.4%
May-22	14**	0	0	0	0	0	0	0	12***	0	0	0	100.0%
Apr-22	12**	1	0	0	0	0	0	0	12***	0	0	0	100.0%
Mar-22	12**	2	0	0	0	0	0	0	12***	0	1	1	99.4%
Feb-22	12**	2	0	0	1	0	0	0	12***	2	2	5	97.1%

* Unit count adjusted by units offline - (16) 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	%
Feb-23	1	0	3	3	1	0	1	9	97.4%
Jan-23	2	0	3	2	0	0	0	7	98.0%
Dec-22	2	0	3	2	2	1	0	10	97.1%
Nov-22	2	0	0	1	2	1	0	6	98.3%
Oct-22	3	1	1	0	2	1	1	9	97.4%
Sep-22	3	1	1	3	3	0	1	12	96.5%
Aug-22	2	1	1	3	5	0	1	13	96.2%
Jul-22	2	0	1	1	3	1	1	9	97.4%
Jun-22	2	1	3	1	3	0	3	13	96.2%
May-22	1	1	6	0	3	1	2	14	95.9%
Apr-22	1	1	5	0	2	1	2	12	96.5%
Mar-22	2	1	4	0	2	3	1	13	96.2%
Feb-22	1	0	5	0	2	3	0	11	96.8%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Feb-23	4
Jan-23	3
Dec-22	4
Nov-22	5
Oct-22	8
Sep-22	8
Aug-22	6
Jul-22	4
Jun-22	3
May-22	2
Apr-22	1
Mar-22	2
Feb-22	1

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Feb-23	2	0	2	2
Jan-23	2	1	2	0
Dec-22	1	0	2	0
Nov-22	1	0	2	0
Oct-22	2	1	1	0
Sep-22	2	1	0	1
Aug-22	2	2	0	2
Jul-22	0	2	1	0
Jun-22	3	1	1	2
May-22	3	1	1	2
Apr-22	4	0	1	1
Mar-22	5	0	1	1
Feb-22	1	0	0	2

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	20 Transfer list	6+	308	6+	235	6+
2	180	2+			83	2+
3	102	1+	83	1+	62	2+
4	40	5+			10	4+
5					4	5+

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

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

Waiting List: Number of ADA Requested Units

Bedroom Size	Chico	# PH	Oroville	# PH	Gridley/Biggs	# PH
1	0	3	54		37	2
2	5	7			3	
3	4	2	3	6	2	
4	1	4+			0	
5					0	

MEMO

Date: February 10, 2023
To: HACB Board of Commissioners
From: Taylor Gonzalez, Project Manager
Subject: Status of HACB Construction Projects

As of February 10, 2023, the status of HACB construction activity follows:

Property Condition Assessment Repairs, various properties:

- Property Condition Assessments (PCAs) were conducted to identify renovation work at the six (6) properties financially leveraged by the 2020A Bond issuance.
 - A majority of the work identified in the Property Condition Assessments is being completed by property manager RSC Associates through the course of operations, supported by the architect who provides specifications for materials and products.
 - As of this writing, \$367,684 of renovation work has been completed out of the \$1,186,684 project budget.

Evanswood Estates Exterior Modernization, Oroville: *Comprehensive Exterior Rehabilitation including replacement windows and doors, fascia, gutters, roofing at select units, new cement board siding at front facades and application of an acrylic stucco coat.*

- The Notice to Proceed was issued to the contractor, Experts In Your Home, on July 6, 2022.
- Due to material lead times, construction commenced on October 24, 2022.
- Construction progress is tracking behind schedule due to weather-related delays and framing-related issues uncovered during demolition. As of this writing, there have been seventeen (17) recorded rain days, which have prevented the exterior siding work from progressing. The framing-related issues are actively being addressed and corrected as they are discovered.
- As of this writing, there have been \$14,314 in additional costs to correct framing-related issues, dry rot and other miscellaneous repairs. An unexpected repair to Unit 5 due to vehicular damage cost an additional \$5,714. Lastly, the HACB elected to add coaxial wiring to the 'Spare Room' located at the rear of the garage at all units for \$20,602. It is expected that additional conditions will be uncovered as the crew progresses. Any additional costs are offset by the project contingency.
- Weather conditions have greatly improved, which has allowed for forward progress on the construction activities.
- Completion is slated for June 2023, barring any further unforeseen conditions or weather-related delays.

Progress photos are included on the following page.

February 10, 2023
HACB Construction Status Memo
pg. 1

Evanswood Estates Exterior Modernization, Oroville: (Continued)



Stucco Color Coat Complete at Unit 5



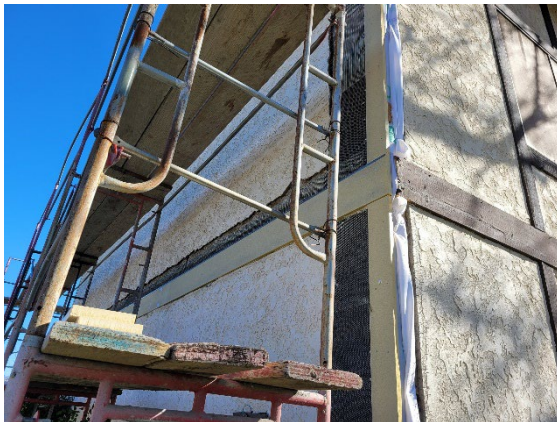
New Siding and Trim Installation at Unit 5



Stucco Color Coat Complete at Unit 5



New Siding and Trim Installation at Unit 21



New Trim Installation at Unit 33



New Trim and Vent Installation at Unit 41

*February 10, 2023
HACB Construction Status Memo
pg. 2*

Kathy Court Apartments, Paradise: *Reconstruction of the Kathy Court Apartments, 12-unit, two story apartment building consisting of 2 one-bedroom, 8 two-bedroom, and 2 three-bedroom residential units.*

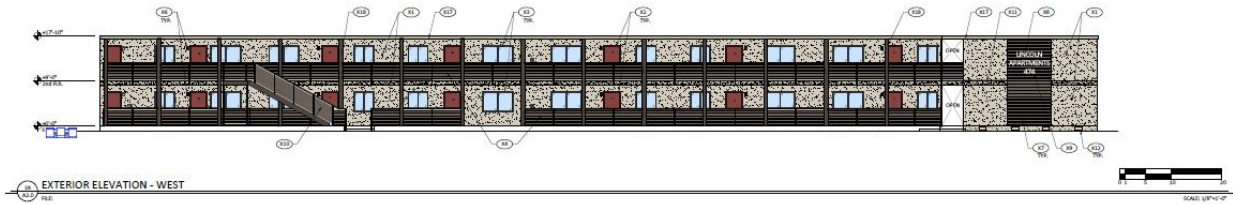
- A CDBG-DR application has been submitted to the Town of Paradise for \$2,724,004.
- HACB Staff has received notification that the application has been deemed substantially complete and has been forwarded to the State for administration.
- The building permit(s) has been approved by Town of Paradise Building Department.
- The National Environmental Policy Act (NEPA) public noticing process is underway per federal Section 8 PBV and CDBG-DR funding requirements. The process is expected to be completed by April, 2023.
- A bid package for the construction is currently being assembled.



*February 10, 2023
HACB Construction Status Memo
pg. 3*

Lincoln Apartments, Chico:

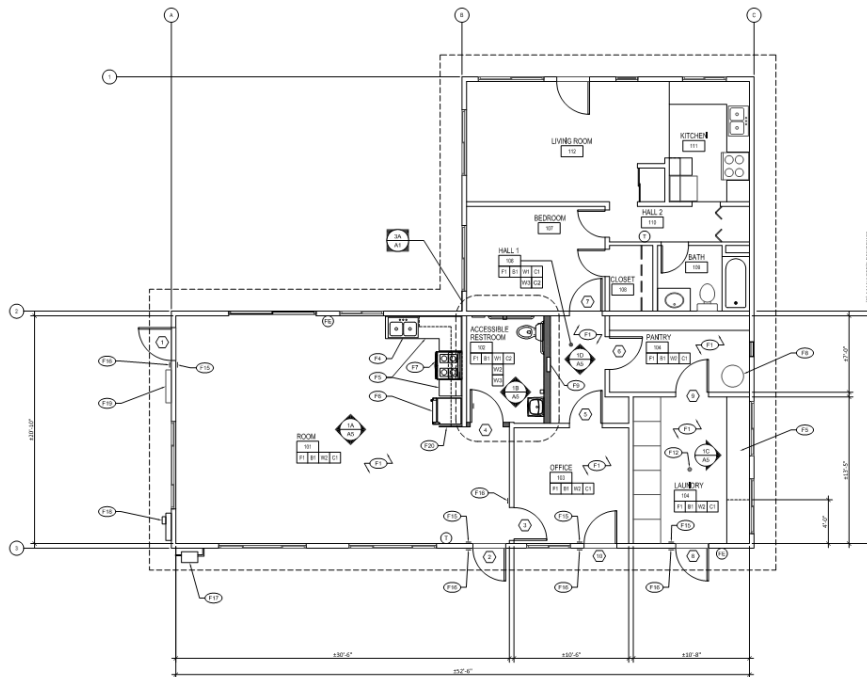
- The Construction Documents (plans and specifications) are 100% complete.
- Building and Planning Division approvals were received in November, 2022.
- With a large portion of the 2020A Bond funds being directed to the Kathy Court Apartments Reconstruction Project, a plan for completing these improvements is currently being drafted between the property manager RSC Associates and the HACB. It is anticipated that the improvements will be funded through the properties operational budget, as well as any excess 2020A bond funds.



Lincoln Apts., Chico – Planning Submittal Color Rendering

Park Place Apartments, Oroville:

- The Construction Documents (plans and specifications) are 100% complete.
- Building and Planning Division approvals were received in December, 2022.
- With a large portion of the 2020A Bond funds being directed to the Kathy Court Apartments Reconstruction Project, a plan for completing these improvements is currently being drafted between the property manager RSC Associates and the HACB. It is anticipated that the improvements will be funded through the properties operational budget, as well as any excess 2020A bond funds.

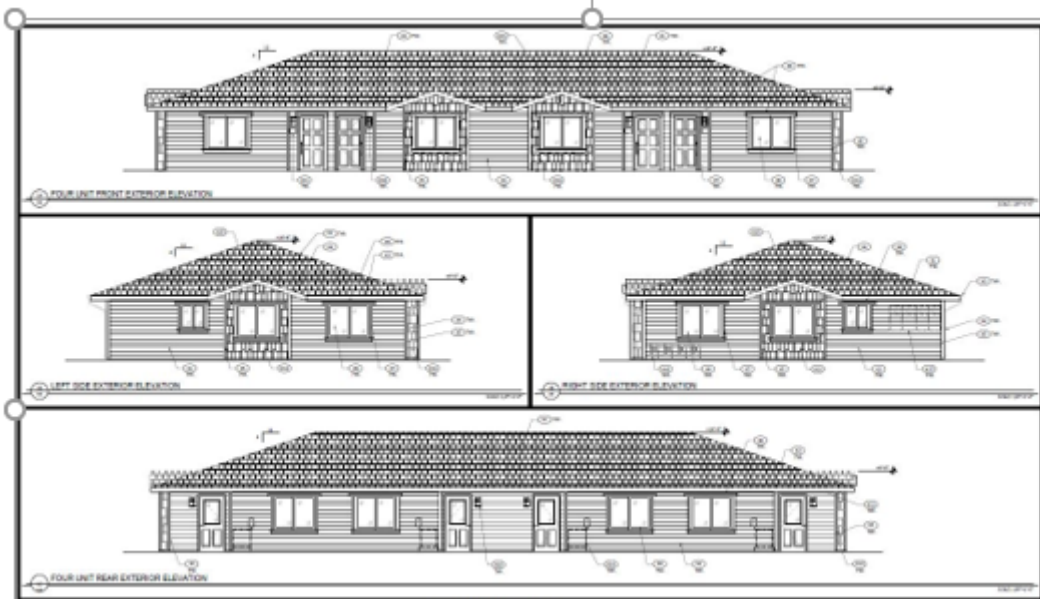
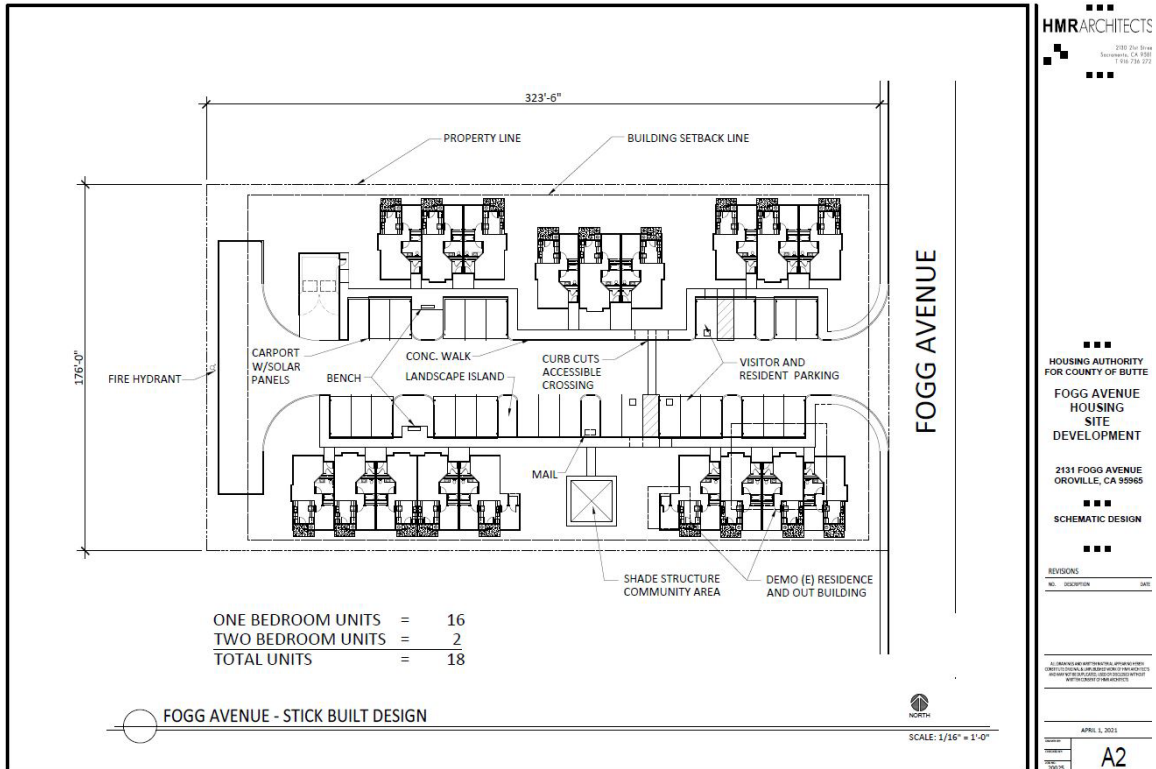


Park Place Apts., Oroville – Community Room Floor Plan

*February 10, 2023
HACB Construction Status Memo
pg. 4*

2131 Fogg Avenue, Oroville: *Development Initiative (1+ acre lot with single-family home).*

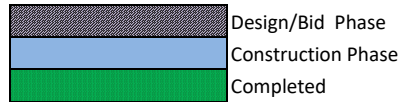
- HMR Architects has completed schematic design plans using traditional multifamily construction methods (single story, stick frame, slab-on-grade, yielding 18 units (16 one-bedroom and 2 two-bedroom). The work is on hold.
- This initiative seeks financing, including CDBG-DR and MHP monies. Predevelopment costs may be paid via excess 2020A Bond funds, or other agency equity.



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HACB Construction Status Memo
pg. 5

12 Month HACB Construction Project Schedule - February 10, 2023

	Cost Est	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Jun-24
Evanswood Estates														
Exterior Modernization Project	\$3,371,940													
Lincoln Apartments														
Exterior Stairway and Balcony Imp Project	\$2,003,575													
Alamont Apartments	Subject to 2020A Bond													
Park Place Apartments	Subject to 2020A Bond													
Community Room and Site ADA Imp	\$1,249,800													
Cordillera Apartments	Subject to 2020A Bond													
Locust Apartments	Subject to 2020A Bond													
Kathy Court Apartments														
Reconstruction Project	\$7,026,670													
2131 Fogg Avenue														
Dev. CDBG-DR, MHP, HOME Funding and Environmental Review	\$84,000													
Dev. Architecture: Design Development	TBD													
Total next 12 months:	\$13,735,985													



MEMO

Date: February 10, 2023

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

With the contract award of the Winston Gardens ADA Improvement project, 2021's 501-21 Capital Fund has been fully obligated. The award carries over to the 2020 501-20 Capital Fund, delayed by the Covid pandemic. Replacement of exhausted interior cabinets will be featured in the next couple of years. Also, roofing at Oroville Public Housing Projects 43-14 and 43-15 has reached the end of its useful life. Being original to the buildings, we will be evaluating their condition and replace as needed.

As of February 10, 2023, the status of HACB Cap Fund construction activity follows:

- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles; six (6) units have been completed during the FY 2023; 147 of 232 Public Housing units have been completed overall. The work is being accomplished at unit turnover.
- Public Housing – Tree Trim and Removal Project (All Sites) This project involves the trimming of 294 trees, and the removal of 12 trees, across all public housing sites. Original contracted work was completed 11/30/2023. Thirty-35 additional trees were added by Change order, work will continue into February.
- Public Housing – Unit and Community Building Accessibility Improvements Project (43-10) Winston Gardens, Oroville. Ginno Construction began work on this project February 6, 2023. This project will convert three existing dwelling units to accessible units, provide accessibility upgrades to the Community Building, and provide an accessible route to those areas of work.
- Public Housing – HVAC System Replacements (43-03), Chico. Replace thirty-five (35) roof mounted gas/electric package HVAC units which have reached the end of their useful life. This project out to bid November 09, 2022. The bids were received December 20, 2022. Jessee Heating and Air had the winning bid of \$234,779.50. Work is schedule to begin in 3-6 weeks.
- Public Housing – Carbon Monoxide/Smoke Detector Combos (43-10) Winston Gardens, Oroville. This project will replace existing smoke detectors with hardwired carbon

*February 10, 2023
HUD Public Housing Capital Fund Report
pg. 1*

monoxide/smoke detector combination units. The contractor Experts In Your Home will begin installation on February 21, 2023.

Detailed Capital Fund activity is provided following, by Capital Fund Project:

Capital Fund 501-20, Funding Amount \$875,339, to be expended by March 25, 2026

This Capital Fund is 22% obligated and 22% expended. Projects Included:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Energy Conservation Work** – Building improvements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **HVAC Replacements** –Replace select failing package HVAC units, in planning.
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, 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.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **Landscape Upgrades** – Individual Water Meter replacement for Gridley Units (43-1A, 1B 04), in planning.

Capital Fund 501-21, Funding Amount \$913,365, to be expended by February 22, 2025

This Capital Fund is 100% obligated and 44% expended. Projects Planned:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Unit Range Replacements**- Amp Wide. Range Replacement, a project has been organized to replace (122) select Gas Ranges which have reached the end of their useful life. Range delivery and installation were completed August 31, 2022.
- **Tree Trim and Removal Project** – Amp Wide - Trim 294 trees and remove 12 trees.
- **HVAC Replacements** –Replace select failing package HVAC 35 HVAC units in Chico.
- **Community Room Improvements**– Winston Gardens (43-10), Community Room accessibility and water distribution improvements, architecture for this project is underway.

February 10, 2023
HUD Public Housing Capital Fund Report
pg. 2

- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units and the community room to be upgraded to full accessibility standards, architecture for this project is underway.

* Capital Fund 501-21 monies are anticipated to be obligated in support of the projects above. Remaining projects originally planned for obligating 501-21 funds have been reassigned for obligating 501-22 funds.

Capital Fund 501-22, Funding Amount \$1,113,256.00, to be expended by May 11, 2026

This Capital Fund is 10% obligated and 0% expended.

- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Energy Conservation Work** – Building improvements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, 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.
- **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.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **Landscape Upgrades** – Landscape replacement, Gardella Apts, 43-14, in planning

Capital Fund 501-19, Safety and Security Grant Funding Amount \$56,058.00, to be expended by April 8, 2023

This Capital Fund is 91% obligated and 29% expended

- **Carbon Monoxide Replacement** – Amp wide replacement of aging Carbon Monoxide detectors in all Public Housing units. Project replacements are underway.

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 02-10-2023

Capital Funds 501-20, 501-21, 501-22

			501-20				501-21				501-22				Totals		
			Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Orig/Revised	Expended	Balance
Line No.	Summary by Development Account																
	Total Non-CGP Funds																
1	100	Reserved Budget															
2	1406	Operations (25% Max)	90,000.00		90,000.00	90,000.00	27,875.00			58,149.00				176,024.00	90,000.00	86,024.00	
3	1408	Management Improvements	2,000.00				5,000.00			5,000.00				12,000.00	-	12,000.00	
4	1410	Administration (10% Max)	87,533.00		87,533.00	87,533.00	91,336.00		91,336.00	91,336.00		111,325.00		290,194.00	178,869.00	111,325.00	
5	1480	Audit	2,000.00				2,000.00			2,000.00				6,000.00	-	6,000.00	
7	1480	Fees and Costs	90,000.00				75,000.00		82,913.43	67,263.75		75,000.00		240,000.00	67,263.75	172,736.25	
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment	600,306.00		15,850.64	15,850.64	712,154.00		739,165.57	242,994.67		861,782.00		2,174,242.00	258,845.31	1,915,396.69	
17	1480	Relocation Costs	3,500.00											3,500.00	-	3,500.00	
16	1492	Move to Work Demonstration												-	-	-	
18	1501	Moving To Work Demonstration												-	-	-	
19	1503	Collator Exp/Debt Svc												-	-	-	
20	1504	RAD-CFP												-	-	-	
21	9000	RAD Investment Activity												-	-	-	
22	9001	Debt Reserves												-	-	-	
23	9002	Bond Debt Obligation												-	-	-	
24	9900	Post Audit Adjustment												-	-	-	
			875,339.00	-	193,383.64	193,383.64	913,365.00	-	913,415.00	401,594.42		1,113,256.00		2,901,960.00	594,978.06	2,306,981.94	
					22%	22%			100%	44%				10%	0%		

HUD Low Income Public Housing

Capital Fund Program Summary - Projects Proposed or Under Contract

		100 Reserved Budget	1406 Operations	1408 Mgmt. Improvements	1410 Admin	1480 Audit	1480 Fees and Cost	1480 General Capital Activity	1480 Relocation Costs	Totals	"UC" Under Contract
Acct Code	Cash Available as of 02/10/2023	-	86,024.00	12,000.00	111,325.00	6,000.00	172,736.25	1,915,396.69	3,500.00	2,306,981.94	
	501-20, 501-21, 501-22 Funding										
100	Reserved Budget	-								-	
1406	Operations		86,024.00							86,024.00	
1408	Management Improvements			12,000.00						12,000.00	
1411	Audit Cost Cap Fund					6,000.00				6,000.00	
1410	Administration				111,325.00					111,325.00	
1430	Fees and Costs: Arch. Service, Permits Const. Admin, Etc..						172,736.25			172,736.25	
1460	Dwelling Structures									-	
1465	Dwelling Equipment									-	
1470	Non-Dwelling Structures									-	
1475	Non-Dwelling Equipment									-	
1485	Demolition									-	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment							1,915,396.69		1,915,396.69	
1495	Relocation Costs								3,500.00	3,500.00	
1502	Contingency									-	
										2,306,981.94	Total
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	




12 Month Public Housing Capital Fund Project Schedule

2/10/2023

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
1	ACM Tile Abatement - ongoing, upon unit turnover		\$58,484												
1	Tree Trim and Removal Project (PHA Wide)		\$177,850												
1	Winston Gardens Unit and Community Room ADA Improvements		\$1,100,000												
1	HVAC Replacement 35 units 43-03 Chico		\$245,000												
1	AMP Wide Carbon Monoxide Detector Replacement		\$56,058												
1	Kitchen Remodel - select units		\$250,000												
1	Roof Replacement (10 select) PH 43-15, 43-14		\$100,000												

Total: \$1,637,392

501-19E	501-20
Obligation Start: 4/9/2021	Obligation Start: 3/26/2020
Obligation End: 4/8/2022	Obligation End: 3/25/2024
Disbursement End: 4/8/2023	Disbursement End: 3/25/2026
501-21	501-22
Obligation Start: 2/23/2021	Obligation Start: 5/12/2022
Obligation End: 2/22/2023	Obligation End: 5/11/2024
Disbursement End: 2/22/2025	Disbursement End: 5/11/2026

	Design/Bid Phase
	Construction Phase
	Completed

MEMO

Date: February 10, 2023

To: HACB Board of Commissioners

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

Subject: Farm Labor Housing, Gridley – status report

As of February 1, 2023, there were a total of (73) occupied units. There was (1) applicant who moved in last month along with (2) move-out's, due to the households being over the income limit. **In the last twelve months a total of 12 households have had to move due to being “over-income”. One over income household was able to move into one of the Demo units.** There are no “Intent to Vacate” notices and (1) pending unlawful detainer due to non-payment of rent and failure to income recertify. Two (2) tenants are on payment plans for back rent owed.



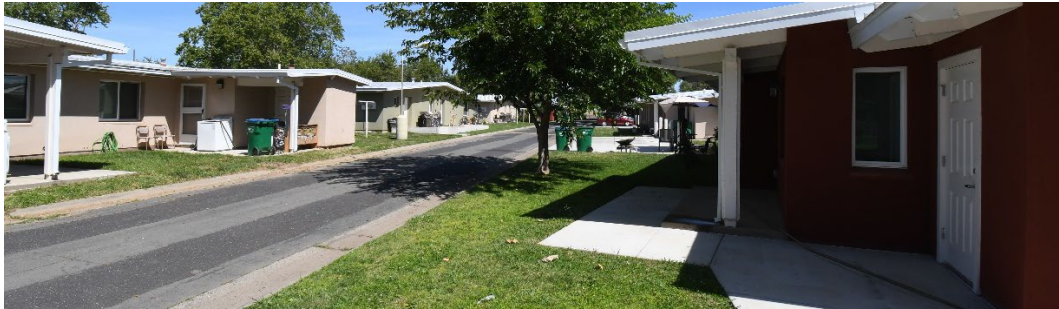
1980's-era Concrete Block unit – renovated

AWI staff are continuing their marketing efforts, including distribution of flyers to local farms and businesses, listing on Craig's List, and re-use of \$100 referral reward coupons to residents who make successful referrals. There's also a new promotion advertising a move-in special, which includes free rent for the first month, to help increase the applicants on the waiting list. AWI staff is also placing an advertisement in the local Spanish radio station (La Mexicana) to reach a broader audience. Banner advertisements have been purchased and placed at the front of the property for cars heading in and out of Gridley on East. Gridley Rd. AWI is now fully staffed at Gridley Farm Labor Housing.

Chavarria's Landscaping continues to serve the landscaping needs of the property. AWI staff received a total of (2) bids for tree trimming, and are anticipating this work to begin in early March, 2023. Gutter cleaning of all the rental units and buildings will be scheduled by maintenance after all the leaves have fallen. Painting and sanding of all the existing playground equipment is scheduled for April, 2023.

Mi C.A.S.A.'s monthly food distribution was held on February 7th, 2023 in the Community Room. Mi C.A.S.A. has started their Spring Session of classes, 85% of eligible children living at FLH

attend class on a daily basis. The NVCSS Promotores Dual Language Learning (DLL) program is currently working with (16) families. Promotores has recently renewed their contract to continue with the DLL program, ensuring services through December, 2023.



Streetscape of renovated 1980's-era structures

AWI has started the bidding process to rehab (4) of the concrete block units on Ogden Ave. Most of the rehab work will be completed “in house”, while additional rehab work will be completed by vendors. This initiative will establish a third category of concrete block units: un-rehabilitated, moderately rehabilitated, and completely rebuilt.

Additional funds are being sought to continue property building renovation. The USDA is not a factor at this time. State Joe Serna Jr. Farmworker Housing, MHP, and CDBG-DR program funds are being investigated as an alternative. Renovation and/or demolition and/or historic preservation of the historically significant 1930's era wooden units is included for consideration.



“Demo” unit – State Recycled Materials Demonstration Experiment



1930's-era Wood Frame Home

Lance Andes, small well operator, resolved recent issue with well performance, thought to be caused by PG&E's unstable power supply, by reprogramming the control panel. The annual inspection of the FLH Community Small Water System resulted in a recommendation for an auxiliary power supply, due to the unstable power. HACB submitted a grant to the State Water Board for funds to purchase and install a generator, and now awaits award determination.

Please also find 3rd party property manager AWI's January 2023 narrative.

Gridley Farm Labor Housing January 2023



Separate Variance Report explaining budget differences and expenditures.

Updates:

GFLH currently has 18 vacancies. One move-in and two move-outs during the month of January.

As of the end of January

- 73 Occupied
- 4 units held for in house rehab – bidding process underway
- 5 units held offline due to next phase of rehab
- 16 units deemed uninhabitable
- 18 units available for occupancy

Vacancies:

- Unit #MAR830 Market ready
- Unit #MAR829 Nearly market ready
- Unit #SU1519 Market ready
- Unit #BO1564 Market ready
- Unit #SU1545 Close to market ready

Upcoming Vacancies:

- Unit #ERN863 – failure to recertify and non-payment.

To date in February, 24 rent payments are outstanding, which includes those listed below with larger past due balances.

.Past Due Balances:

- Unit #ERN863 –balance \$4,921 termination Notice –Failure to recertify
- Unit #AU878 – balance \$1,821 payment plan
- Unit #SU1528 – balance \$1,471 payment plan



Two estimates are on hand for the tree trimming, but they're not apples to apples. Updated estimates are expected by mid- February.

We have started the bidding process for the "in house" rehab of units #1490, 1486, 1482 and 1478 Ogden. One of the vendors (Chris Bozarth) is compiling the final costs to submit the bid. Two additional vendors are scheduled to visit the property and provide bids.

Eddy Teasdale and Lance Andes, (small well operator) have completed the 1, 2, 3 TCP sampling of well #3 and updated the County with the results. The SOC Waiver Form will be completed and forwarded to Amanda Aguilar at Butte County Public Health this week.

Applicant traffic at the property is still very slow and several of the prospects that reach out do not meet the farm labor and citizenship requirements of the program.

Marketing efforts currently in place:

- Flyers
- Visits to Ag employers and local organizations (WIC, Social Services)
- Spanish Radio, La Mexicana
- Resident Referral
- Banners (including a new one)



Gridley Farm Labor 645
For the Month Ended January 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 115,408.00	\$ 118,448.00	\$ (3,040.00)	\$ 461,632.00	\$ 473,792.00	\$ (12,160.00)
Vacancies	(26,363.00)	(23,142.92)	(3,220.08)	(99,095.00)	(92,571.67)	(6,523.33)
Manager's Unit	(1,230.00)	(1,230.00)	0.00	(4,920.00)	(4,920.00)	0.00
Total Tenant Rent	\$ 87,815.00	\$ 94,075.08	\$ (6,260.08)	\$ 357,617.00	\$ 376,300.33	\$ (18,683.33)
Other Project Income:						
Laundry Income	\$ 190.65	\$ 216.67	\$ (26.02)	\$ 625.95	\$ 866.67	\$ (240.72)
Interest Income	28.73	2.50	26.23	75.22	10.00	65.22
Restricted Reserve Interest Incom	9.34	0.00	9.34	32.22	0.00	32.22
Other Tenant Income	\$ 75.00	\$ 91.67	\$ (16.67)	\$ 215.50	\$ 366.67	\$ (151.17)
Other Project Income	\$ 303.72	\$ 310.84	\$ (7.12)	\$ 948.89	\$ 1,243.34	\$ (294.45)
Total Project Income	\$ 88,118.72	\$ 94,385.92	\$ (6,267.20)	\$ 358,565.89	\$ 377,543.67	\$ (18,977.78)
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 10,965.54	\$ 35,903.18	\$ (24,937.64)	\$ 83,818.86	\$ 143,612.68	\$ (59,793.82)
Utilities (From Pg 2)	3,311.37	10,841.09	(7,529.72)	11,738.16	43,364.34	(31,626.18)
Administrative (From Pg 2)	11,387.88	15,386.92	(3,999.04)	50,116.71	61,547.67	(11,430.96)
Taxes & Insurance (From Pg 2)	6,840.67	8,510.25	(1,669.58)	31,842.67	34,041.00	(2,198.33)
Other Taxes & Insurance (Fr Page	1,738.21	5,356.07	(3,617.86)	6,610.10	21,424.32	(14,814.22)
Other Project Expenses	2,021.62	2,158.26	(136.64)	10,320.44	8,633.01	1,687.43
Total O&M Expenses	\$ 36,265.29	\$ 78,155.77	\$ (41,890.48)	\$ 194,446.94	\$ 312,623.02	\$ (118,176.08)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.58	\$.38	\$ 50,235.84	\$ 50,234.33	\$ 1.51
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	11,500.00	11,500.00	0.00
Total Mortgage & Owner's Exp.	\$ 16,058.96	\$ 16,058.58	\$.38	\$ 64,235.84	\$ 64,234.33	\$ 1.51
Total Project Expenses	\$ 52,324.25	\$ 94,214.35	\$ (41,890.10)	\$ 258,682.78	\$ 376,857.35	\$ (118,174.57)
Net Profit (Loss)	\$ 35,794.47	\$ 171.57	\$ 35,622.90	\$ 99,883.11	\$ 686.32	\$ 99,196.79
Other Cash Flow Items:						
Reserve Transfers	\$ (9.34)	\$ 0.00	\$ (9.34)	\$ 10,417.36	\$ 0.00	\$ 10,417.36
T & I Transfers	(8,578.73)	0.00	(8,578.73)	(36,867.22)	0.00	(36,867.22)
Sec Dep Owner Held	(1,060.00)	0.00	(1,060.00)	(3,125.00)	0.00	(3,125.00)
Rent Annuity	53,881.00	0.00	53,881.00	216,787.00	0.00	216,787.00
Rent Subsidy	(53,881.00)	0.00	(53,881.00)	(216,787.00)	0.00	(216,787.00)

Gridley Farm Labor 645
For the Month Ended January 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Authorized Reserve - Other	\$ 0.00	\$ 0.00	\$ 0.00	\$ (10,449.58)	\$ 0.00	\$ (10,449.58)
Tenant Receivables	(380.64)	0.00	(380.64)	1,986.16	0.00	1,986.16
Other Receivables	5,007.34	0.00	5,007.34	2,495.59	0.00	2,495.59
Rental Assistance	31.00	0.00	31.00	(14,291.00)	0.00	(14,291.00)
Accounts Payable - Trade	181.85	0.00	181.85	(2,637.88)	0.00	(2,637.88)
Accrued Property Taxes	2,500.00	0.00	2,500.00	10,000.00	0.00	10,000.00
Accrued Property Taxes	0.00	0.00	0.00	4,480.00	0.00	4,480.00
Accrued Local Administration Fee	625.00	0.00	625.00	2,500.00	0.00	2,500.00
Total Other Cash Flow Items	\$ (1,683.52)	\$ 0.00	\$ (1,683.52)	\$ (35,491.57)	\$ 0.00	\$ (35,491.57)
Net Operating Cash Change	<u>\$ 34,110.95</u>	<u>\$ 171.57</u>	<u>\$ 33,939.38</u>	<u>\$ 64,391.54</u>	<u>\$ 686.32</u>	<u>\$ 63,705.22</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating - FFB	\$ 4,984.28	\$ 69,375.82	\$ 64,391.54
Tax & Insurance - FFB	86,994.79	123,862.01	36,867.22
RD Reserves - FFB	53,543.24	54,625.88	1,082.64
Cash - Owner Held Reserves	396,699.00	396,699.00	0.00

Payables & Receivables:			
Accounts Payable - Trade	8,261.39	5,623.51	(2,637.88)
Rents Receivable - Current Tenants	10,062.51	8,076.35	(1,986.16)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 5,575.05	\$ 6,820.92	\$ (1,245.87)	\$ 21,203.97	\$ 27,283.67	\$ (6,079.70)
Janitorial/Cleaning Supplies	37.08	79.75	(42.67)	284.11	319.00	(34.89)
Plumbing Repairs	0.00	832.92	(832.92)	3,100.90	3,331.67	(230.77)
Painting & Decorating	117.04	199.42	(82.38)	249.16	797.67	(548.51)
Repairs & Maintenance - Supply	193.24	1,532.33	(1,339.09)	2,759.34	6,129.33	(3,369.99)
Repairs & Maintenance - Contract	3,293.00	2,252.92	1,040.08	25,863.30	9,011.67	16,851.63
Grounds Maintenance	0.00	8,000.00	(8,000.00)	15,900.25	32,000.00	(16,099.75)
Pest Control Service	0.00	249.42	(249.42)	1,185.00	997.67	187.33
Fire/Alarm Services	0.00	1,588.50	(1,588.50)	319.45	6,354.00	(6,034.55)
Security Service	1,665.96	0.00	1,665.96	6,068.96	0.00	6,068.96
Capital Improvements - Other	13.02	11,983.33	(11,970.31)	1,084.33	47,933.33	(46,849.00)
Capital Improvements - Flooring	0.00	975.00	(975.00)	0.00	3,900.00	(3,900.00)
Capital Improvements - Appliance	0.00	697.25	(697.25)	1,891.32	2,789.00	(897.68)
Capital Improvements - HVAC Repl	0.00	250.00	(250.00)	1,754.62	1,000.00	754.62
Capital Improvements - Water Heat	0.00	142.50	(142.50)	0.00	570.00	(570.00)
Carpet Cleaning	0.00	25.08	(25.08)	0.00	100.33	(100.33)

Gridley Farm Labor 645
For the Month Ended January 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
HVAC Repairs	\$ 0.00	\$ 53.42	\$ (53.42)	\$ 2,083.00	\$ 213.67	\$ 1,869.33
Cable Service	0.00	178.75	(178.75)	0.00	715.00	(715.00)
Tenant Services	71.15	41.67	29.48	71.15	166.67	(95.52)
Total Maint. & Operating Exp.	\$ 10,965.54	\$ 35,903.18	\$ (24,937.64)	\$ 83,818.86	\$ 143,612.68	\$ (59,793.82)
Utilities:						
Electricity	\$ 877.69	\$ 2,666.67	\$ (1,788.98)	\$ 1,004.67	\$ 10,666.67	\$ (9,662.00)
Water	0.00	2,916.67	(2,916.67)	0.00	11,666.67	(11,666.67)
Sewer	0.00	2,174.42	(2,174.42)	0.00	8,697.67	(8,697.67)
Heating Fuel/Other	320.15	583.33	(263.18)	2,283.49	2,333.33	(49.84)
Garbage & Trash Removal	2,113.53	2,500.00	(386.47)	8,450.00	10,000.00	(1,550.00)
Total Utilities	\$ 3,311.37	\$ 10,841.09	\$ (7,529.72)	\$ 11,738.16	\$ 43,364.34	\$ (31,626.18)
Administrative:						
Manager's Salary	\$ 4,323.65	\$ 7,713.58	\$ (3,389.93)	\$ 20,763.52	\$ 30,854.33	\$ (10,090.81)
Management Fees	6,160.00	6,715.00	(555.00)	24,178.00	26,860.00	(2,682.00)
Bad Debt Expense	237.56	0.00	237.56	2,819.01	0.00	2,819.01
Auditing	666.67	666.67	0.00	1,679.92	2,666.67	(986.75)
Legal	0.00	291.67	(291.67)	0.00	1,166.67	(1,166.67)
Other Administrative Expenses	0.00	0.00	0.00	676.26	0.00	676.26
Total Administrative Expense	\$ 11,387.88	\$ 15,386.92	\$ (3,999.04)	\$ 50,116.71	\$ 61,547.67	\$ (11,430.96)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 1,493.33	\$ (1,493.33)	\$ 4,480.00	\$ 5,973.33	\$ (1,493.33)
Special Assessments	2,500.00	2,117.50	382.50	10,000.00	8,470.00	1,530.00
Property Insurance	4,340.67	4,899.42	(558.75)	17,362.67	19,597.67	(2,235.00)
Total Taxes & Insurance Expense	\$ 6,840.67	\$ 8,510.25	\$ (1,669.58)	\$ 31,842.67	\$ 34,041.00	\$ (2,198.33)
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,230.26	\$ 1,270.58	\$ (40.32)	\$ 4,286.00	\$ 5,082.33	\$ (796.33)
Other Taxes, Fees & Permits	24.97	116.33	(91.36)	250.85	465.33	(214.48)
Bond Premiums	0.00	15.00	(15.00)	0.00	60.00	(60.00)
Worker's Compensation Insurance	398.17	1,075.83	(677.66)	1,754.23	4,303.33	(2,549.10)
Personnel Medical Insurance	84.81	2,878.33	(2,793.52)	319.02	11,513.33	(11,194.31)
Total Other Taxes & Insurance	\$ 1,738.21	\$ 5,356.07	\$ (3,617.86)	\$ 6,610.10	\$ 21,424.32	\$ (14,814.22)
Other Project Expenses						
Telephone & Answering Service	\$ 78.50	\$ 314.67	\$ (236.17)	\$ 448.27	\$ 1,258.67	\$ (810.40)
Internet Service	0.00	135.33	(135.33)	0.00	541.33	(541.33)
Advertising	41.12	375.00	(333.88)	541.12	1,500.00	(958.88)
Water/Coffee Service	17.37	0.00	17.37	60.25	0.00	60.25
Office Supplies & Expense	1,803.29	504.42	1,298.87	6,409.72	2,017.67	4,392.05
Postage	48.50	41.75	6.75	296.83	167.00	129.83

Gridley Farm Labor 645
For the Month Ended January 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Toner/Copier Expense	\$ 0.00	\$ 27.75	\$ (27.75)	\$ 60.28	\$ 111.00	\$ (50.72)
Office Furniture & Equipment Expe	0.00	0.00	0.00	766.18	0.00	766.18
Travel & Promotion	0.00	611.92	(611.92)	1,326.25	2,447.67	(1,121.42)
Training Expense	0.00	104.17	(104.17)	186.42	416.67	(230.25)
Credit Checking	32.84	13.42	19.42	117.12	53.67	63.45
Employee Meals	0.00	29.83	(29.83)	108.00	119.33	(11.33)
Total Other Project Expenses	<u>\$ 2,021.62</u>	<u>\$ 2,158.26</u>	<u>\$ (136.64)</u>	<u>\$ 10,320.44</u>	<u>\$ 8,633.01</u>	<u>\$ 1,687.43</u>
Lease Up Expenses						
Total Lease Up Expenses	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.58	\$.38	\$ 50,235.84	\$ 50,234.33	\$ 1.51
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	11,500.00	11,500.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 16,058.96</u>	<u>\$ 16,058.58</u>	<u>\$.38</u>	<u>\$ 64,235.84</u>	<u>\$ 64,234.33</u>	<u>\$ 1.51</u>
Total Expenses	<u>\$ 52,324.25</u>	<u>\$ 94,214.35</u>	<u>\$ (41,890.10)</u>	<u>\$ 258,682.78</u>	<u>\$ 376,857.35</u>	<u>\$ (118,174.57)</u>
Authorized Reserve - Other	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 10,449.58</u>	<u>\$ 0.00</u>	<u>\$ 10,449.58</u>
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,449.58	\$ 0.00	\$ 10,449.58

MEMO

Date: February 10, 2023

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Agenda Item 3.11 - Status Report – HACB Other-Owned Properties

- Alamont Apartments, Chico (30 units, family)
- Cordillera Apartments, Chico (20 units, family)
- Evanswood Estates, Oroville (31 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)
- 1744 Laurel St, Chico (1 single family house)

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 (30 units, family, RSC) – There are zero (0) vacancies as of the first of February. RSC’s monthly narrative reviews the delinquent rent, which consists of one unpaid household. Rent increases for eligible households were noticed and will take effect on March 1st. An unlawful detainer was issued at the beginning of the month for non-payment of rent. Annual interior inspections occurred at the end of December 2022. The 2020A bond-identified needs, such as new water heaters, range hoods, ceiling fans, garbage disposals, and replacement of GFCI outlets have been completed, using bond proceeds.



Cordillera/Cameo Apartments, Chico (20 units, family, RSC) - The property has zero (0) vacancy as of January 1st. Unpaid rents include two (2) units; which RSC's narrative reviews.



Evanswood Estates Apartments, Oroville (31 units, family, RSC) – The property has one (1) vacancy, with RSC working on a pending application. There is one thirty (30) day notice to vacate. Only one unit is delinquent, with a partial amount due. Units #21, 25, & 33, purchased and tracked separately, continue to be rented; there are no unpaid rents.



\$3 million in exterior siding replacement work is underway. The exterior siding and stucco work has picked up with clear weather following the rains. The work will be completed in 2023 using Series 2020A bond proceeds. Unit #53 is the sole unit not owned by the HACB; HACB and RSC continue to try to entice renovation participation by the unit's owner.



Gridley Springs II, Gridley (24 units, Family, Sackett) The property has zero (0) vacancy and no 30-day notices to vacate. Please find Sackett Corporation’s financials for GS II as well as a short narrative.



Kathy Court Apartments, Paradise (12 units, family, RSC) – the Building Permit Application has been approved. A CDBG-DR funding application for 40% of the total development has been submitted to the Town of Paradise and has been passed on to the State. Pursuant to board approval we are moving forward with the RFP to construct the Kathy Court apartments. A total of \$972.88 remains in the Kathy Court operating account, after accounting for third-party property management fees, asset management fees, water, and landscape costs in managing and upkeeping the vacant parcel.



Lincoln Apartments, Chico (18 units, family, RSC) – Lincoln Apartments has no vacancy. There continues to be no notices to vacate. All rents were collected for the month with the exception of three units, where balances are owed. RSC may need to file an Unlawful Detainer on one unit where the tenant is not staying current on rent. Annual interior inspections occurred at the end of 2022. Rent increase notices were sent out to units that were eligible. The installation of 2020A bond-funded Capital

Improvements, including water heaters, a refrigerator, exhaust hoods and GFCI installation is underway.



Locust Apartments, Chico (10 units, family, RSC) – There currently is no vacancy. All rents were collected for the month, with the exception of 2 units, as RSC’s narrative explains. Annual interior inspections occurred at the end of December 2022. Rent increase notices were sent to eligible residents effective March 1st. Capital Improvements continue with the replacement of water heaters, range hoods, and GFCI outlets, paid for by means of Series 2020A Bond proceeds.

Park Place Apartments, Oroville (40 units, senior, RSC) – The property is fully occupied. There are no thirty-day notices to vacate. RSC’s narrative covers the property rent collection for the month, where all units paid with the exception of three units, as reiterated in RSC’s monthly narrative. Annual interior inspections occurred at the end of December 2022. Rent increase notices were sent to eligible residents effective March 1st. Bond-funded work includes equipment replacements, gazebo replacement, Community Room renovation, and site paths of travel improvements - all in process. Plans have been approved by the City.



2131 Fogg Ave, Oroville (SFH, HACB) –
The single-family house is occupied, with rent paid.



1744 Laurel St, Chico (SFH, HACB) –
This single family 2-bedroom, 1 bath house is occupied. The rent is current for the month.





February 8, 2023

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

RE: January 2023 HACB Monthly Financial Package

Dear Mr. Mayer:

Below is a summary of the January 2023 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. 2022/2023 Performance Review
9. Capital Improvement Summary

1519 Locust Apartments

Monthly Highlights:

- ✓ Interior inspections were completed in December 2022.
- ✓ Rent increases for eligible units were served and will take effect March 1st.

- **Occupancy** – 100% at the end of January. We moved a new resident into unit #5 on 1/23/23 so there is a partial vacancy loss for the month on that unit.

- **Rent Collection** –
 - ✓ Unit #3 gave us a check for January rent, but he forgot to sign it, so we are trying to get a hold of him to have him come in and sign off on his check.
 - ✓ Unit #5 owes for partial January rent. We are working with the resident to collect this unpaid balance.
 - ✓ All other tenants paid in full.

Mr. Ed Mayer, Executive Director
Chico, California

- **Financial Variances –**
 - ✓ Water expenses were higher than budgeted, we are investigating the reason for the increase.
 - ✓ Turnover expenses were over budget due to the large amount of turnover work needed for unit #5.

Alamont Apartments

Monthly Highlights:

- ✓ Interior inspections were completed in December 2022.
- ✓ Rent increases for eligible units were served and will take effect March 1st.
- **Occupancy – 100% at the end of January.**
 - ✓ Unit #1 was evicted by the sheriff lock on Feb. 1st.
- **Rent Collection – All tenants paid in full except for Unit #1.**
- **Financial Variances –**
 - ✓ Maintenance expenses were higher than budget due to labor and material costs due to repairs found during the annual interior inspections.
- **Capital Improvements – the blinds were replaced in units #13 and #23.**

Cordillera/Cameo Drive Apartments

Monthly Highlights:

- ✓ Interior inspections were completed in December 2022.
- ✓ Rent increases for eligible units were served and will take effect March 1st.
- **Occupancy – 100% at the end of January.**
 - ✓ There were no new move ins or move outs for the month.
- **Rent Collection**
 - ✓ #37-1 did not pay rent for January. We have since collected rent for January on February 6th.
 - ✓ #49-1 is making monthly payments on a small outstanding balance.
 - ✓ #49-3A has an outstanding balance for December and January rent. We are working with Behavioral Health to collect the unpaid balance.
 - ✓ All other tenants paid in full.
- **Financial Variances –**
 - ✓ Utility expenses came in over budget due to higher exterminator, gas, and garbage expenses. The increase in gas costs is currently under investigation.
 - ✓ Exterminator expenses are high due to cockroach treatments throughout all units of building #49.

Mr. Ed Mayer, Executive Director
Chico, California

Evanswood Estates Apartments

Monthly Highlights:

- ✓ Interior inspections were completed in December 2022.
- ✓ Rent increases for eligible units were sent out and will take effect March 1st.
- **Occupancy** – 94.47% at the end of January. Unit #40 has an approved applicant that moved in on February 6th.
 - ✓ Unit #17 moved out on 1/15/23. We are completing the work to make the unit rent ready. We have an approved applicant scheduled to move in on February 17th.
- **Rent Collection**
 - ✓ Unit #5 had an NSF check for January rent. We have since collected the unpaid rent which was received in February.
 - ✓ Unit #364 had an NSF check for January rent. We have since collected the unpaid rent which was received in February.
 - ✓ All other tenants paid in full.
- **Financial Variances** –
 - ✓ Turnover expenses came in over budget due to high labor and material costs caused by the unit turnovers of #17 and #40.
 - ✓ Maintenance labor costs were higher than budgeted due to work associated with the annual interior inspections.
- **Capital Improvements** – there was an interior paint for unit #40, and there were dishwashers replaced in units #20, #40 and #71. Units #40 and #69, as part of the Capital Bond Project had range hoods, GFCI outlets, and garbage disposals replaced.

Evanswood #21, #25, and #33

Monthly Highlights:

- ✓ Interior inspections were completed in December 2023.
- **Occupancy** – 100% at the end of January.
- **Rent Collection** – 100% of rent was collected.

Kathy Court Apartments

Monthly Highlights: None at this time.

Mr. Ed Mayer, Executive Director
Chico, California

Lincoln Apartments

Monthly Highlights:

- ✓ Interior inspections were completed in December 2022.
- ✓ Rent increases for eligible units were sent out and will take effect March 1st.
- **Occupancy** – 100% as of the end of January.
- **Rent Collection**
 - ✓ All tenants paid rent in full.
- **Financial Variances** –
 - ✓ Exterminator expenses came in over budget for the month but were offset by lower than budgeted water expenses.
 - ✓ Maintenance labor and materials costs came in over budget for the period due to work associated with the annual interior inspections.

Park Place Apartments

Monthly Highlights:

- ✓ Interior inspections were completed in December 2022.
- ✓ Rent increases for eligible units were sent out and will take effect March 1st.
- **Occupancy** – 100% as of the end of January.
- **Rent Collection**
 - ✓ Unit #6 did not pay January rent. We have collected this unpaid rent on February 6th.
 - ✓ Unit #16 had an NSF check in December, and he made no payment in January. We are working with the resident on a payment plan to collect the unpaid balance.
 - ✓ Unit #18 – we have been attempting to work with the resident on their unpaid balance. They are not staying current on their rent so we may have to file an unlawful detainer.
 - ✓ All other tenants paid in full.
- **Variances** –
 - ✓ Gas and electrical expenses were higher than budgeted but were offset by water and exterminator expenses which were less than budgeted.
 - ✓ Turnover expenses were over budget due to higher than anticipated labor and material costs.
 - ✓ Maintenance expenses were higher than budgeted due to servicing all HVAC units.
- **Capital Improvements** – new vinyl was installed in unit #5, an interior paint was done for unit #28, and for units #3,10,13,16,17,18,19,20,21,22,23,26,28 and 40 as part of the

Mr. Ed Mayer, Executive Director
Chico, California

Capital Bond Project had water heaters, exhaust hoods, fans, smoke detectors and
CGCI outlets replaced.

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 February 2023

Property Status:

1. GSI has 1 vacant units with Zero notices to vacate
2. GSII has 0 vacant units with Zero notices to vacate.
3. GSI loan servicing audit was completed with great success and Zero findings.
4. GSI had the City of Gridley HOME audit and physical inspection on 01/25/2023 with 1 small recommendation for some concrete that is lifting from tree roots which is being replaced next week. I have not received the final audit of the paperwork but no findings were mentioned at the time I completed the audit with Donna Decker.

Sincerely,
Mac Upshaw



HACB GRIDLEY SPRINGS II
As of
January 31, 2023

<i>CASH SUMMARY - Operating Account</i>	JANUARY		4 months YTD	
	2023	%%	2023	%%
Total Rent Revenue	16,096.00	100.00%	61,131.52	100.00%
Vacancies	0.00	0.00%	(598.00)	-0.98%
Net Rental Revenue	16,096.00	100.00%	60,533.52	99.02%
Other Income	34.41	0.21%	221.14	0.36%
Total Revenue	16,130.41	100.21%	60,754.66	99.38%
Expenses:				
Administrative Expenses	2,927.69	18.19%	15,943.95	26.08%
Utilities	743.66	4.62%	7,059.41	11.55%
Operating & Maintenance	3,028.39	18.81%	16,886.09	27.62%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	988.37	6.14%	7,926.46	12.97%
Total Expenses	7,688.11	41.62%	47,815.91	34.75%
Net Operating Income	8,442.30	23.43%	12,938.75	39.17%
Interest and Finance Expense	565.08	3.51%	2,260.32	3.70%
Replacement Costs	0.00	0.00%	0.00	0.00%
Net Cash Flow from Operations	7,877.22		10,678.43	
Plus (Minus)				
Interest Income	(14.19)		(53.01)	
Unpaid Rent Collected (Owed)	(1,076.00)		1,472.00	
Prepaid Rent Received (Absorbed)	790.00		775.00	
Security Deposits Received (Refunded)	0.00		(172.00)	
Accrued Interest (Payment)	545.08		2,180.32	
Net Cash Increase (Decrease)	8,122.11		14,880.74	
Beginning of Period Cash Balance	68,936.75		64,558.38	
Contributions (Distributions) to Owner	0.00		0.00	
Transfer from (to) Impound Account	(401.33)		(1,605.32)	
Transfer From (to) Replacement Reserves	(450.00)		(1,800.00)	
Transfer from (to) Security account	0.00		173.73	
Ending Cash Balance - Operating Account	\$76,207.53		\$76,207.53	
- Replacement Reserve			\$116,496.21	
- Tax and Insurance Impounds			\$53,616.78	
- Security Deposit Accounts			\$15,094.67	

<i>TENANT RECEIVABLES</i>	Current Month	<i>UNIT STATUS</i>	Current Month
Rent and Rent Related Receivables		Total Units	24
Balance at Beginning of Month	2,755.00	Vacant units at beginning of month	0
Uncollected (Collected) During Month	0.00	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>\$2,755.00</u>	Vacant units at end of month	<u>0</u>

Balance Sheet
HACB GRIDLEY SPRINGS II
As of
January 31, 2023

***** ASSETS *****

Petty Cash	250.00	
Cash - Operating	76,207.53	
Cash - Replacement Reserve	116,496.21	
Cash - Impound Account	53,616.78	
Cash - Security Deposit Account	15,094.67	
Total Cash		261,665.19

ACCOUNTS RECEIVABLE

Tenant Rent Receivable	3,831.00	
Total Accounts Receivable		3,831.00

Prepaid Property Insurance

0.00	
Total Prepaid Expenses	0.00

Total Current Assets	265,496.19
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CAPITAL IMPROVEMENTS

Land	55,276.00	
Building	497,483.59	
Improvements	421,449.94	
Accumulated Depreciation	(219,793.41)	
Total Fixed Assets		754,416.12

TOTAL ASSETS	1,019,912.31
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***** LIABILITIES *****

Accrued Interest-SHRA	84,980.45	
Security Deposit Liability	15,093.00	
Prepaid Rent Revenue	790.00	
Total Current Liabilities		100,863.45

Note Payable	218,032.00	
Total Long Term Liabilities		218,032.00

Total Liabilities	318,895.45
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***** OWNER'S EQUITY *****

Partner's Equity (CF Distributions)	684,336.63	
AGP Cash Flow Distributions	(56,413.00)	
Retained Earnings	(70,661.88)	
Owner Contributions/Distribution	133,076.68	
Current Year Net Income (Loss)	10,678.43	
Total Equity		701,016.86

Total Liabilities & Equity	1,019,912.31
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Income Statement
HACB GRIDLEY SPRINGS II
As of
January 31, 2023

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	15,275.00	16,312.00	(1,037.00)	57,824.52	65,248.00	(7,423.48)
Tenant Assistance Payments	821.00	0.00	821.00	3,307.00	0.00	3,307.00
Total Revenue	16,096.00	16,312.00	(216.00)	61,131.52	65,248.00	(4,116.48)
Apartment Vacancies	0.00	(326.00)	326.00	(598.00)	(1,304.96)	706.96
Total Vacancies	0.00	(326.00)	326.00	(598.00)	(1,304.96)	706.96
NET RENTAL REVENUE	16,096.00	15,986.00	110.00	60,533.52	63,943.04	(3,409.52)
Interest Income-Other Cash	13.30	0.00	13.30	49.61	0.00	49.61
Interest Income-Sec Deposits	0.89	0.00	0.89	3.40	0.00	3.40
Total Financial Revenue	14.19	0.00	14.19	53.01	0.00	53.01
Misc Tenant Charges/Damages & Cleaning	0.00	545.00	(545.00)	0.00	2,180.33	(2,180.33)
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	20.22	83.00	(62.78)	168.13	333.33	(165.20)
Total Other Revenue	20.22	628.00	(607.78)	168.13	2,513.66	(2,345.53)
TOTAL REVENUE	16,130.41	16,614.00	(483.59)	60,754.66	66,456.70	(5,702.04)
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	21.00	(21.00)	0.00	83.33	(83.33)
Credit Reports	0.00	0.00	0.00	44.00	0.00	44.00
Uniforms	0.00	0.00	0.00	93.24	0.00	93.24
IT Support Services	128.00	128.00	0.00	512.00	512.00	0.00
Telephone/Answering Service	61.45	70.00	(8.55)	245.80	280.00	(34.20)
Consulting/Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Mailing	0.00	0.00	0.00	55.01	0.00	55.01
Administrative Expense/Office Personnel	0.00	0.00	0.00	40.00	0.00	40.00
Office Supplies/Expenses	308.15	385.00	(76.85)	405.48	1,541.33	(1,135.85)
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
Management Fee	990.00	1,080.00	(90.00)	4,050.00	4,320.00	(270.00)
Manager Salaries	1,440.09	1,708.00	(267.91)	6,548.39	6,833.33	(284.94)
Education/Registration fees	0.00	83.00	(83.00)	450.03	333.34	116.69
Legal Expense	0.00	30.00	(30.00)	0.00	116.67	(116.67)
Auditing Fees	0.00	0.00	0.00	3,500.00	4,200.00	(700.00)
Television/Cable Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Expenses	2,927.69	3,505.00	(577.31)	15,943.95	18,220.00	(2,276.05)
Utility Expenses						
Electricity	0.00	310.00	(310.00)	345.89	1,240.00	(894.11)
Water	0.00	500.00	(500.00)	1,362.55	2,000.00	(637.45)
Gas	99.04	68.00	31.04	209.92	273.33	(63.41)
Sewer	0.00	820.00	(820.00)	2,451.47	3,280.00	(828.53)
Garbage and Trash Removal	644.62	567.00	77.62	2,689.58	2,266.67	422.91
Total Utility Expenses	743.66	2,265.00	(1,521.34)	7,059.41	9,060.00	(2,000.59)
Operating & Maintenance Expense						
Clean and Repair Apartment	319.00	0.00	319.00	518.00	0.00	518.00
Cleaning Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Exterminating Contract	0.00	0.00	0.00	200.00	0.00	200.00
Tree Service	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Contract	1,000.00	0.00	1,000.00	4,316.00	0.00	4,316.00
Grounds Maintenance and Supplies	0.00	0.00	0.00	55.11	0.00	55.11
Maintenance Personnel	1,512.10	1,708.00	(195.90)	6,673.99	6,833.33	(159.34)
Repair Materials	19.29	2,982.00	(2,962.71)	1,192.98	11,928.33	(10,735.35)
Repair Contract/Vendor Labor	0.00	1,667.00	(1,667.00)	2,000.00	6,666.67	(4,666.67)
Electrical Repair and Supplies	0.00	0.00	0.00	187.50	0.00	187.50
HVAC Repair/Maintenance	178.00	500.00	(322.00)	826.00	2,000.00	(1,174.00)
Appliance Repair and Maintenance	0.00	0.00	0.00	399.12	0.00	399.12
Plumbing Repair and Supplies	0.00	0.00	0.00	517.39	0.00	517.39
Gas, Oil and Mileage	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Misc Operation & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating & Maint Expenses	3,028.39	6,857.00	(3,828.61)	16,886.09	27,428.33	(10,542.24)

Income Statement
HACB GRIDLEY SPRINGS II
As of
January 31, 2023

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	726.38	335.00	391.38	1,891.83	1,339.33	552.50
Property & Liability Insurance	0.00	167.00	(167.00)	0.00	666.67	(666.67)
Worker's Compensation	127.41	221.00	(93.59)	859.31	882.00	(22.69)
Health/Dental Insurance	134.58	233.00	(98.42)	541.01	933.33	(392.32)
Other Insurance	0.00	0.00	0.00	4,634.31	0.00	4,634.31
Total Taxes & Insurance Expenses	988.37	956.00	32.37	7,926.46	3,821.33	4,105.13
TOTAL EXPENSES	7,688.11	13,583.00	(5,894.89)	47,815.91	58,529.66	(10,713.75)
NET OPERATING INCOME (LOSS)	8,442.30	3,031.00	5,411.30	12,938.75	7,927.04	5,011.71
Interest & Finance Expense						
Mortgage Interest	545.08	0.00	545.08	2,180.32	0.00	2,180.32
Bank Fees	20.00	0.00	20.00	80.00	0.00	80.00
Total Interest & Finance Expense	565.08	0.00	565.08	2,260.32	0.00	2,260.32
OPERATING PROFIT (LOSS)	7,877.22	3,031.00	4,846.22	10,678.43	7,927.04	2,751.39
Replacements						
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
Total Cost of Replacements	0.00	0.00	0.00	0.00	0.00	0.00
NET CASH FLOW FROM OPERATIONS	7,877.22	3,031.00	4,846.22	10,678.43	7,927.04	2,751.39

Date: 2/10/2023

MEMO

To: Board of Commissions

From: Angie Little, Section 8 Housing Manager

Subject: Family Self-Sufficiency (FSS) Program update for January 2023

Program Statistics for Period Ending	January 2023	January 2022
Number of participants as of last day of the month	35	34
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	0
Contract Expired	0	0
Number of Terminations	1	0
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	15	2
Number of participants with annual income increases (YTD)	0	1
Number of participants with new employment (YTD)	0	1
Number of participants with escrow accounts	25	22
Number of participants currently escrowing	16	13
Amount disbursed from escrow account	\$0.00	\$0.00
Balance of Escrow Account	\$127,647.36	\$87,559.26

FSS FY 2022 HUD Grant Program Tracking Data

Program Management Questions:	YTD (2022)
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	35
Number of FSS participants identified as a person with disabilities	9
Number of FSS participants employed	19
Number of FSS participants in training programs	7
Number of FSS participants enrolled in higher/adult education	3
Number of FSS participants enrolled in school and employed	1
Number of FSS families receiving cash assistance	2
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	1
Number of FSS families moved to non-subsidized housing	1
Number of FSS families moved to home-ownership	1

HACB CoC Programs: A Report to the Board of Commissioners for the Month of January 2023

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	1/2023 Enrollment	1/2023 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/22 - 6/30/23	\$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	7/1/22 - 6/30/23	\$150,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	6	\$7,672.00	\$91,844.00
BHHAP/Security Deposit	7/1/22 - 6/30/23	\$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	7/1/22 - 6/30/23	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$200.00	\$22,007.00
Totals		\$186,717.00			35			7	\$7,872.00	\$126,277.00

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:02/10/2023

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

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
December 31, 2022

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	1,000,000	1,000,000	719,223				
Umpqua - Savings Account		VAR.	1,828,962	1,828,962	438,974	171,284	1,218,703		
Umpqua - Section 8 FSS Escrow		VAR.	127,646	127,646			127,646		
Umpqua - Sec. 125 Cafeteria Plan		0.00	66,195	66,195	10,471				
FNC - Money Market Funds		VAR.	1,716,879	1,716,879	85,844	480,726	1,150,309		
Mechanics Bank (Security Deposit dox location)		0.00	1,956	1,956	1,956				
Petty Cash Accounts		0.00	100	100	100				
Locust St balances @ RSC		0.00	41,831	41,831	41,831				
Park Place Apts @ RSC		0.00	63,946	63,946.14	63,946				
Lincoln Apts balances @ RSC		0.00	49,179	49,179	49,179				
Kathy Court balances @ RSC		0.00	1,387	1,387	1,387				
Alamont Apts balances @ RSC		0.00	86,886	86,886	86,886				
Evanswood balances @ RSC		0.00	101,392	101,392	101,392				
New Evanswood units balances @ RSC		0.00	29,634	29,634	29,634				
Gridley Springs II @ Sackett		0.00	253,529	253,529	253,529			213,637	
Cordillera Apts (Cameo Dr) balances @ RSC		0.00	67,562	67,562	67,562				
SUBTOTAL CASH ACCOUNTS			5,437,082	5,437,082	1,951,912	652,010	2,496,658	213,637	0
TCB FLH & AWI Operating Account		0.00	66,771	66,771					66,771
TCB FLH Construction Account		VAR.	198,951	198,951					198,951
TCB FLH & AWI Tax & Insurance		VAR.	117,239	117,239					117,239
TCB FLH Reserves		VAR.	364,236	364,236					364,236
TCB FLH & AWI Security Deposits		VAR.	98,200	98,200					98,200
TOTAL USDA-RD FARM LABOR			845,398	845,398	0	0	0	0	845,398
BNY Mellon - Debt Reserve - 2020A			103	103	103				
BNY Mellon - Bond Program Acct (Proceeds) - 2020A			7,932,555	7,932,555	7,932,555				
BNY Mellon - Bond Reserve (P&I) - 2020A			528,677	528,677	528,677				
TOTAL HACB BONDS			8,461,336	8,461,336	8,461,336	0	0	0	0
<i>Mizuho BK New York - -MATURED</i>	<i>11/3/2021</i>	<i>0.05</i>	<i>0</i>	<i>0</i>			<i>0</i>		
<i>SAFRA NATL BK New York - MATURED</i>	<i>2/3/2022</i>	<i>0.05</i>	<i>0</i>	<i>0</i>			<i>0</i>		
<i>NORTHPOINTE BK Grand Rapids MI - MATURED</i>	<i>2/4/2022</i>	<i>0.05</i>	<i>0</i>	<i>0</i>			<i>0</i>		
<i>BANK HAPOALIM New York - 2/3/21</i>	<i>5/2/2022</i>	<i>0.10</i>	<i>0</i>	<i>0</i>		<i>140,000</i>	<i>100,000</i>		
Trustone Finl CR UN	10/27/2023	4.60	150,000	149,918		50,000	50,000		
Morgan Stanley Bank - 5/12/22 - NEW	11/13/2023	2.27	150,000	147,024		150,000			
Greenstate Credit Union - 5/16/22 - NEW	5/16/2024	2.77	100,000	97,501			100,000		
Goldman SACHS BK NEW YORK - 5/6/2021 - NEW	6/3/2024	2.90	240,000	234,341		120,000	120,000		
<i>Meridian Bank - 1/21/22 NEW</i>	<i>10/21/2022</i>	<i>0.20</i>	<i>0</i>	<i>0</i>		<i>0</i>	<i>0</i>		
<i>First FNDDTN BK IRVINE - 5/6/2021 - NEW</i>	<i>11/14/2022</i>	<i>0.50</i>	<i>0</i>	<i>0</i>		<i>0</i>			
<i>Sandy Spring Bank - 2/18/22 - NEW</i>	<i>11/18/2022</i>	<i>0.55</i>	<i>0</i>	<i>0</i>		<i>0</i>			
Austin Telco Fed CU - 2/16/22 - NEW	2/16/2023	0.70	240,000	238,961		240,000			
Hingham Instn Svgs - 01/31/22 - NEW	4/28/2023	0.40	100,000	98,780		50,000	50,000		
Comenity Capital Bank - 5/6/2021 - NEW	5/15/2023	0.20	200,000	196,917		200,000			

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
 QUARTERLY CASH AND INVESTMENT REPORT
 December 31, 2022**

Lending Club Bank - 1/28/22 - NEW	7/28/2023	0.40	100,000	97,782		50,000	50,000		
MOUTAIN AMERICAN FCU 11/30/22 NEW	5/28/2024	5.00	240,000	241,241		240,000			
NORHTPOINT BANK - 11/29/2022 - NEW	5/30/2023	4.50	200,000	200,222		200,000			
TOTAL FNC CD'S			1,720,000	1,261,223	0	1,000,000	470,000	0	0
Self-Help Credit Union - CD DTD 2/10/20 (compounding)	2/10/2021	2.10	104,607	104,607	104,607				
TOTAL CD'S			1,824,607	1,464,295	104,607	1,000,000	470,000	0	0
PARS SECTION 115 TRUST		var	2,165,849	2,165,849	216,585	866,340	1,082,925		
TOTAL HOUSING AUTHORITY CASH & INVESTMENTS			18,734,272	18,373,960	10,734,440	2,518,350	4,049,583	213,637	845,398

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000	1,280,309	* interest compounds to principal June 1st annually
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000	752,738	* interest compounds to principal May 1st annually
TOTAL for HACB Mortgages & Loans			1,275,000	2,033,048	

BCAHDC*	
BCAHDC Umpqua Operating Account	933,413
BCAHDC Umpqua Savings Account	341,155
TOTAL for BCAHDC	
	1,274,567

BANYARD MANAGEMENT	
Banyard - Umpqua General Savings	231,422
TOTAL for BANYARD MGT	
	231,422

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS
December 31, 2022

	a	b	c	=a-b-c	
HACB - Primary Government					
	Total Cash + Current Assets	Restricted Cash	Current Liabilities, less debt	12/31/2022 Available Fund Balance	12/31/2021 Available Cash Balance
<u>Unrestricted HA Owned</u>					
2020A Bonds-new units	31,498	0	4,116	27,382	29,634
Alamont Apts	100,704	0	59,036	41,668	86,886
Cordillera/Cameo	76,146	0	61,404	14,742	67,562
Demo Housing	634,138	0	573,563	60,576	264,159
Evanswood Estates	126,982	0	74,127	52,856	101,392
General Fund	16,307,767	10,920,303	2,646,438	2,741,026	2,002,553
Kathy Ct Apts	1,387	0	176	1,211	1,387
Lincoln Apts	55,128	0	36,808	18,320	49,179
Locust St Apts	42,973	0	22,267	20,706	41,831
Park Place Apts (Oro)	85,494	0	81,488	4,006	63,946
Total Unrestricted HA Owned	17,462,218	10,920,303	3,559,422	2,982,492	2,708,528
<u>Restricted to Federal or State Program</u>					
HCD Gridley Springs II	256,284	184,342	99,528	-27,587	69,187
HUD Public Housing	2,288,862	1,241,940	202,899	844,023	171,284
USDA Farm Labor Housing	611,588	563,724	306,147	-258,283	35,765
HUD Section 8 HCV	2,917,515	1,130,590	294,846	1,492,079	848,147
HUD FSS Program (S8)	49,524	0	1,935	47,589	1,935
Total Federal/State Programs	6,123,773	3,120,596	905,356	2,097,822	1,126,318
TOTAL HACB PRIMARY GOV'T	23,585,991	14,040,898	4,464,778	5,080,314	3,834,846

HACB - Component Units					
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	12/31/2022 Available Fund Balance	12/31/2021 Available Cash Balance
<u>Restricted to Mission Stmt</u>					
BCAHDC General Fund	1,221,553	662	103,450	1,117,441	1,175,849
Banyard Management	471,024	254,893	189	215,942	216,131

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

Residents move into Creekside Place

Applications for senior apartment complex open for eligible incomes



BY MICHAEL WEBER

MWEBER@CHICOER.COM

CHICO >> It's move-in time for residents at Chico's newest affordable senior apartments called Creekside Place developed by nonprofit Community Housing Improvement Program.

On Monday, Shane Edwards and Brandon Edwards carried furniture into a new apartment for their father Steve Edwards, one of 19 people who have been moving into the 101-unit complex since Jan. 23.

The first grouping of residents filled out their lease forms in the past week and about 20 people per month will be accepted until every unit is filled, said Mark Montgomery, director of finance and communications for the Community Housing Improvement Program.

The residence is age restricted to people 62 and older and all units are subsidized by the Section 8 housing choice voucher program with Butte County Housing Authority.

Applications to the senior apartments were open Monday on the Butte County Housing Authority website at <http://bit.ly/3DsmXFu>. People 62 and older with incomes between 30% and 50% of the area median income are eligible to apply. As of April 17, 2022, the income range to be eligible is between \$16,380-\$27,300 for households of one, \$18,720-\$31,200 for two people, \$21,060-\$35,100 for three people, \$23,370-\$38,950 for four.

The apartment complex itself has a dog park, several indoor community spaces, a workout room, a bocce ball court and shares green space with CHIP's Murphy Apartments located next door.

All units of Creekside Place are subsidized by Section 8 housing vouchers, which Butte County Housing Authority Executive Director Ed Mayer says is an unusual case in similar developments but allowed here because it's serving a population in need.

After a year of living at Creekside Place, residents will be able to take the Section 8 voucher that was assigned to the unit and use it for a different address if they wish to move out, Mayer said, providing there are available vouchers to replenish the pool of 100.

Mayer said 15 of those residents will be selected from the coordinated entry waitlist by the Butte Countywide Homeless Continuum of Care to serve seniors experiencing homelessness.

Montgomery said this is the first project by CHIP using disaster tax credits which resulted in speeding up completion time to five years, when developments like this may take eight years from idea to move-in.

The development process began before the Camp Fire as a response to affordable housing needed in Chico, according to Mayer. He said the Camp Fire then both exacerbated the need for housing and provided funding opportunities.

"The project went from super relevant to hyper relevant," Mayer said. "The cool thing about Creekside Place is it really is a state of the art example of a housing partnership," with the city of Chico providing the land, CHIP taking advantage of disaster relief and partnering with the housing authority to house low income residents.

Montgomery said move-ins will be rolling out over the next few months as the indoor amenities to the apartment complex are being set up. In June, when all residents are moved in, an official dedication will be held.



Butte County Board of Supervisors

25 County Center Drive, Suite 200
Oroville, California 95965

T: 530.552.3300
F: 530.538.7120

www.buttecounty.net/administration

Members of the Board

Bill Connelly | Peter Durfee | Tami Ritter | Tod Kimmelshue | Doug Teeter

January 24, 2023

Randy Coy

Dear Mr. Coy

On January 24, 2023, the Butte County Board of Supervisors appointed you to serve on the Butte County Housing Authority Board as the District 2 Representative. The term of this appointment shall end on January 2, 2027.

On behalf of the Board of Supervisors, I would like to convey to you our appreciation for your willingness to serve the people of Butte County in this appointive capacity. We would like to thank you for accepting this appointment and go on record assuring you that your service to your fellow residents is recognized and appreciated.

Sincerely,

Tod Kimmelshue, Chair
Butte County Board of Supervisors

cc: Housing Authority Board, County of Butte

February 10, 2023

MEMO

To: Board of Commissioners

From: Ed Mayer, Executive Director
Hope Stone, Finance Director

Subject: Agenda Items 5.1 and 5.2 - Resolutions No. 4886 and 4887, Renewals

- Banyard Management - Services Agreement
- Butte County Affordable Housing Development Corporation - Services Agreement

The HACB is under contract to both Banyard Management (Banyard) and Butte County Affordable Development Corporation (BCAHDC) to provide Basic and Extraordinary services.

Basic services relate to the corporate entity Board meetings; records retention; budget preparation; tax filings; and other corporate administrative functions. These service reimbursements are currently capped at an annual not-to-exceed (NTE) amount of \$16,500 for Banyard Management and \$20,000 for BCAHDC. It is recommended to keep the Basic services authorizations to Banyard and BCAHDC the same for 2023.

Extraordinary Services include corporate procurement and contracting; managing corporate assets; engaging in program and property development; and property acquisition and sale work. These service reimbursements are bound by an NTE limit. This year, resolutions are being used to update contract authorizations re-affirming the corporate re-structuring and property re-positioning activities associated with Banyard, and the property re-positioning activities associated with BCAHDC.

The proposed rates are based upon actual HACB salary and benefits, plus the 2023 HACB overhead rate, currently budgeted at 18.8%.

The contract runs from October to September and automatically renews for one-year increments. The contract may be modified by mutual written consent. Compensation is on an hourly “Fee for Services” reimbursement basis and hourly contracted billing rates are updated annually, with these Proposed Rates to be effective on March 1, 2023.

Recommendation: motions to adopt Resolutions No. 4886 and 4887, regarding Services contract authorizations for the 2023 year, including use of HACB-adopted 2023 Hourly Billing Rates effective March 1, 2023, authorizing Basic services for Banyard Management and BCAHDC NTE \$16,500 and \$20,000, respectively, and authorization for Extraordinary services to Banyard Management and BCAHDC NTE \$100,000 and \$200,000, respectively.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4886

BANYARD MANAGEMENT SERVICES AGREEMENT
2023 BILLING RATES AND SERVICES AUTHORIZATIONS

WHEREAS, by means of Resolution No. 4527, dated November 21, 2013, the Housing Authority of the County of Butte (HACB) authorized a Services Agreement (Agreement) with Banyard Management (Banyard) for HACB's provision of Basic and Extraordinary services to Banyard; and

WHEREAS, the Agreement automatically renews the first of October each year, and provides for changes by mutual written agreement; and

WHEREAS, HACB seeks to amend Agreement terms such that:

- starting March 1, 2023, compensation will be based on HACB's adopted 2023 Billing Rates; and,
- 2023 not-to-exceed compensation for Basic Services shall be \$16,500 and,
- an Extraordinary services authorization be provided for up to \$100,000 in Extraordinary services regarding corporate re-structuring and property re-positioning;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to hereby authorize amendment to its Services Agreement with Banyard Management, such amendment to provide for the application of HACB's adopted 2023 Billing Rates effective March 1, 2023, authorization of up to \$16,500 in expenditures for provision of Basic services in the 2023 Agreement year, and authorization of up to \$100,000 in expenditures for provision of Extraordinary services relating to corporate re-structuring and project re-positioning in the 2023 Agreement year.

Dated: February 16, 2023.

David Pittman, Chair

ATTEST:

Edward S. Mayer, Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4887

BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION
MANAGEMENT SERVICES AGREEMENT
2023 BILLING RATES AND SERVICES AUTHORIZATONS

WHEREAS, by means of Resolution No. 4528, dated November 21, 2013, the Housing Authority of the County of Butte (HACB) authorized a Services Agreement (Agreement) with Butte County Affordable Housing Development Corporation (BCAHDC) for HACB's provision of Basic and Extraordinary services to BCAHDC; and

WHEREAS, the Agreement automatically renews the first of October each year, and provides for changes by mutual written agreement; and

WHEREAS, HACB seeks to amend Agreement terms such that:

- starting March 1, 2023, compensation will be based on HACB's adopted 2023 Billing Rates; and,
- 2023 not-to-exceed compensation for Basic Services shall be \$20,000; and,
- Extraordinary services authorization be provided for up to \$200,000 regarding property re-positioning;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to hereby authorize amendment to its Services Agreement with Butte County Affordable Housing Development Corporation, such amendment to provide for the application of HACB's adopted 2023 Billing Rates effective March 1, 2023, authorization of up to \$20,000 in expenditures for provision of Basic services in the 2023 Agreement year, and authorization of up to \$200,000 in expenditures for provision of Extraordinary services relating to property re-positioning in the 2023 Agreement year.

Dated: February 16, 2023.

David Pittman, Chair

ATTEST:

Edward S. Mayer, Secretary

MEMO

Date: February 10, 2023

To: HACB Board of Commissioners

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

Subject: Agenda Item 5.3 – Passbook Savings Rate
HUD Public Housing, Section 8 HCV, and Other Programs

This is a routine and annual action.

In the HUD Public Housing, Section 8, and related programs, Annual Income is defined in 24 CFR 5.609(b), which addresses earned and/or imputed income from assets. If a household's asset is valued at more than \$5,000, the household's annual income includes the greater of actual income derived from the asset, or the asset's imputed income, which is based upon the current passbook saving rate, as determined by the HACB.

In accordance with the guidance contained in PIH Notice 2012-29, issued June 21, 2012, each Housing Authority (PHA) establishes its own passbook rate.

PHA's may establish a passbook rate within 75 basis points (plus or minus .75 percent) of the FDIC Saving National Rate in effect at the time of Rate determination. The HACB seeks to establish its passbook savings rate on March first of each year, consistent with prior HUD practice. The last HUD approved passbook savings rate, as determined by HUD, was 0.13%, effective March 1, 2012. In March 2013 the HACB Board of Commissioners approved a passbook savings rate of 0.07%. From 2014 - 2017 the HACB Board approved a passbook savings rate of 0.06%, 2018 saw 0.07%, from 2019 – 2020 0.09%, in 2021 0.05%, and in 2022, 0.06%.

The current published FDIC Saving National Rate, as of January 17th, 2023 is 0.33%. Thus the range the HACB may consider falls between 0% and 1.08%. A recent survey of local banks determined the average passbook saving rate to be 0.035% (see survey, following). Consistent with past HUD and agency practice, staff recommends use of the National Savings Rate, because the actual impact of the interest rates at this time are minimal, they remain so low.

Recommendation: motion to set Passbook Savings Rate at 0.33%, effective March 1, 2023, for purposes of determining participating household income in the HUD Public Housing, Section 8 HCV, and related rental-assistance programs in which imputed income is utilized in calculation of total household income.

2/10/2023

Housing Authority of the County of Butte

Attachment to Passbook Saving Rate Memo

Survey of Passbook Savings Rates - February 2023

	<u>Date</u>	<u>Rate</u>
Wells Fargo	2/8/2023	0.15%
Bank of America	2/7/2023	0.01%
Tri Counties	2/8/2023	0.01%
Northern Cal. Bank	2/8/2023	0.02%
Umpqua	2/8/2023	0.01%
Mechanics Bank	2/8/2023	0.01%

National Saving Rate (FDIC) 1/17/2023 0.33%

Average - Local: 0.035%

Average - Local and National: 0.077%

Passbook Saving Rate - set by HUD, March 1, 2012: 0.13%

Passbook Saving Rate - set by HACB - effective March 1, 2013: 0.07%

Passbook Saving Rate - set by HACB - effective March 1, 2014: 0.06%

Passbook Saving Rate - set by HACB - effective March 1, 2015: 0.06%

Passbook Saving Rate - set by HACB - effective March 1, 2016: 0.06%

Passbook Saving Rate - set by HACB - effective March 1, 2017: 0.06%

Passbook Saving Rate - set by HACB - effective March 1, 2018: 0.07%

Passbook Saving Rate - set by HACB - effective March 1, 2019: 0.09%

Passbook Saving Rate - set by HACB - effective March 1, 2020: 0.09%

Passbook Saving Rate - set by HACB - effective March 1, 2021: 0.05%

Passbook Saving Rate - set by HACB - effective March 1, 2022: 0.06%

Proposed Passbook Saving Rate - set by HACB - effective March 1, 2023: 0.33%

February 10, 2023

Memo

To: HACB Board of Commissioners

From: Ed Mayer, Executive Director
Tamra Young, Administrative Operations Director

Subject: Agenda Item 5.4 – Section 8 Housing Choice Voucher Program
Project-Based Vouchers – Remaining (final) Allocation

Staff recommends action regarding allocation of the last thirty (30) Section 8 HCV program Vouchers available for project-basing. Specifically, staff recommends issuance of a PBV Request for Proposals (RFP) for project-basing of vouchers within the Town of Paradise, emphasizing readiness to proceed, and the leveraging of affordable housing opportunity (the ration of the number of PBV used to the total number of affordable housing units produced).

This recommendation is based on the following considerations:

- affordable housing demand throughout the jurisdiction
- affordable housing demand by sub-population (family, senior, disabled, homeless, etc.)
- known affordable housing development opportunity throughout the jurisdiction
- previous Section 8 PBV commitments,
- Board of Commissioner discussion and input.

Such an RFP leaves open the target population; offerors can propose to serve families, seniors or other special needs populations.

Recommendation: motion to direct issuance of Section 8 Voucher program RFP for project-basing of vouchers in the Town of Paradise, emphasizing readiness to proceed and the leveraging of affordable housing opportunity.

2023 NAHRO Washington Conference

Omni Shoreham Hotel, Washington, DC

Wednesday, March 22, 2023 - Friday, March 24, 2023 Eastern Standard Time

After three years of virtual meetings, we are thrilled to be back in the nation's capital for our 2023 Washington Conference!

The conference will include:

- *Our up-to-the-minute Washington Update; HUD policy and program updates; and exciting guest speakers;*
- *A celebration of our Awards of Excellence winners; our Legislator of the Year awards; and the presentation of our What Home Means to Me poster calendar contest grand prize winner;*
- *And we'll make ourselves heard on Capitol Hill during **NAHRO's Hill Day!***

Additionally, we'll kick off NAHRO's 90th anniversary celebration! Join us to celebrate nearly a century of being the leading housing and community development association as we look back on our storied history and move forward into the future. Don't miss your chance to make an impact in Washington, D.C.!

Online registration payment is by credit card only. If you need to pay by check, download this [**hard copy registration form**](#), complete and follow remittance instructions on form.

Prior to registering, please review [**NAHRO's conference cancellation policy**](#).