

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

MEETING AGENDA

November 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/494549301>

You can also dial in using your phone.

Access Code:

494-549-301

United States (Toll Free):

[1 877 309 2073](tel:18773092073)

United States:

[+1 \(646\) 749-3129](tel:+16467493129)

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. 4910

ITEMS OF BUSINESS

1. ROLL CALL

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2. AGENDA AMENDMENTS

3. CONSENT CALENDAR

3.1 Minutes for the meeting of October 19, 2023

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$581,916.26
3.2.2	Landlords –	\$1,783,591.10
3.2.3	Payroll –	\$130,700.36

3.3 Financial Statements

3.4 Section 8 Housing Choice Voucher Program

3.4.1 Section 8 Project Based Voucher Allocation Analysis

3.5 Property Vacancy Report

3.6 Public Housing

3.7 Construction Projects

3.8 Capital Fund Improvement Projects

3.9 Farm Labor Housing Report

3.10 HACB Owned Properties

3.11 Tax Credit Properties

3.12 Family Self Sufficiency

3.13 Rental Assistance Programs

3.14 Quarterly Investment Reports/Reserves Analysis

4. CORRESPONDENCE

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Section 8 Management Assessment Plan (SEMAP) – Approve SEMAP submission for HUD.

Recommendation:

Resolution No. 4910

5.2 Public Housing Flat Rents – Adopt 2024 Flat Rents.

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Recommendation: Resolution No. 4911

- 5.3 Family Self-Sufficiency (FSS Graduate) – Recognition of FSS Graduate Diane Credell.

Recommendation: Resolution No. 4912

- 5.4 HACB Audit – Receive and Accept FY2022 Audit Report.

Recommendation: Motion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

- 9.1 Executive Director Compensation – Motion authorizing an additional eighty (80) hours of Administrative leave to be used within the next twelve (12) months.

Recommendation: Motion

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

- 11.1 Pursuant to California Government Code 54956.8: Conference with Real Estate Negotiator.

Property Located at 1744 Laurel Street, Chico

12. COMMISSIONERS' CALENDAR

- **Preventing Sexual Harassment Training – HACB Training Room, Thursday December 7th, 2023, 1:30 pm – 3:30 pm**
- **Next Meeting – December 21, 2023**

13. ADJOURNMENT

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

MEETING MINUTES OF October 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 2:18 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Randy Coy, Darlene Fredericks, Rich Ober, David Pittman, and Sarah Richter: all attended in person with the exception of Rich Ober who attended by means of web conference.

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

Others Present: Javi Pinedo, HACB Occupancy Specialist and OE#3 Union Steward; Bill Wathen, Glenn County HHS Deputy Director, and Janelle Kelly, Program Manager II, Glenn County Social Services; Javi Pinedo attended in person, Bill Wathen and Janelle Kelly attended by means of web-conference.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Personnel Policy – Revisions to the agency Personnel Policy and its Management Addendum were presented to the Board of Commissioners for consideration. Summarizing the materials provided in the board packet, Administrative Operations Director Young outlined changes made to the Personnel Policy, reflecting textual clarifications, matters of new law, and Union-negotiated items. The only significant change to the personnel policy resulting from union negotiation related to the accrual of vacation hours for post PEPRAs employees. Changes to the Management Addendum were very minimal; The Personnel Policy is a component part of HACB’s union agreement, being incorporated by reference.

RESOLUTION NO. 4906

Commissioner Fredericks moved that Resolution No. 4906 be adopted by reading of title only: “RESOLUTION TO REVISE PERSONNEL POLICY, AND MANAGEMENT ADDENDUM TO THE PERSONNEL POLICY, OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.2 Memorandum of Understanding (MOU) – The 2024-28 Union MOU, with Operating Engineer's Local No. 3, was presented for consideration. HACB met and conferred with the Union in negotiating the new MOU, for the period extending from January 1, 2024 through December 31, 2028, making this a 5-year MOU. Administrative Operations Director Young provided an overview of the process; negotiations consisted of proposals back and forth, before reaching agreement. The HACB again relied on Labor Negotiator Patrick Clark to interface with the union representatives. The MOU integrates the modified Bryce Salary Survey benchmarks - effective September 30, 2023 compensation shall be benchmarked to the results of the 2023 Bryce Salary Survey; compensation for the 2024 MOU year shall increase 3.5%, effective January 1, 2024, from that paid in the 2023 year; and compensation for the 2025-2028 MOU years shall increase between 2.5% - 5% dependent on the Cost of Living Adjustment (COLA) set by the SF/Oakland/Hayward CPI, which is posted in October annually. The employer/employee Health-Dental-Vision insurance split remains at 90%/10%, and include a bronze, silver and gold premium option, dental and vision benefits remain the same, and the health insurance opt-out reimbursement was adjusted to \$575/month due to IRS regulation. Notable additions include an increased vacation accrual for post 10/01/2013 employees, and the addition of the Juneteenth Federal Holiday; \$25/pay period bilingual pay, and work schedule options including a four-day, ten-hour/day workweek.

RESOLUTION NO. 4907

Commissioner Ober moved that Resolution No. 4907 be adopted by reading of title only: “MEMORANDUM OF UNDERSTANDING BETWEEN OPERATING ENGINEERS LOCAL

UNION NO. 3 AND HOUSING AUTHORITY OF THE COUNTY OF BUTTE”. Commissioner Fredericks seconded. The vote in favor was unanimous.

- 5.3 Gridley Farm Labor Housing (GFLH) Audit – The FY2022 Gridley Farm Labor Housing Audit was presented for approval. In the past the GFLH Audit is presented under the consent calendar, this year due to some comments regarding internal controls the item was presented as an action item. The GFLH audit covered a period reflecting three (3) transitions; new Auditor, new Finance Director, and new enterprise software, from HMS HAB to Yardi. Despite all the detail and complexities of the audit, there were no findings and no questioned costs.

MOTION

Commissioner Fredericks moved to accept the FY2022 Audit Report for Gridley Farm Labor Housing as presented. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.4 HACB Write-Offs – Annually the HACB records vacated tenant balances for doubtful accounts, reducing the net tenant accounts receivable shown on the balance sheet. The amount of bad debt listed is a worst-case scenario assumption at this point; a lot of the amounts are reflective of the unwinding of required COVID-19 tenant protection policies. The write-off accounts have been or will be sent to a collection agency for further actions. The write offs do not affect the financial standing of the agency,

RESOLUTION NO. 4908

Commissioner Coy moved that Resolution No. 4908 be adopted by reading of title only: “WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.5 Public Housing Oroville – Authorization to enter into a roof replacement contract with Above Board Construction and Roofing, Inc. for the 23011-IFB 43-14, 43-15 Roof Replacement Project was presented for approval. Two (2) contractor bids were received for this project. ABC Roofing, Inc. provided the lowest responsive bid, at \$580,653.00. The project is intended to replace roofs that have not seen replacement since original construction; the work will be paid by means of HUD Public Housing Cap Fund 501-22.

RESOLUTION NO. 4909

Commissioner Richter moved that Resolution No. 4909 be adopted by reading of title only: “DETERMINATION OF 2024 PAYMENT STANDARDS FOR THE HUD SECTION 8 HOUSING CHOICE VOUCHER AND EMERGENCY HOUSING VOUCHER PROGRAMS”. Commissioner Fredericks seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None

8. SPECIAL REPORTS

- 8.1 NAHRO 2023 National Conference, October 6-8, 2023 New Orleans, LA – Finance Director Hope Stone and Administrative Operations Director Tamra Young attended the conference in New Orleans. Finance Director Stone shared that it was the first NAHRO conference she has attended, and appreciated the networking opportunity. She had the opportunity to listen to the former Mayor of New Orleans speak, finding he had to say about inflation being driving by housing costs very interesting. Tamra Young shared the same sentiments about networking opportunities, being particularly grateful to add a senior YARDI software contact.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourned: 3:32 pm
Reconvened: 3:59 pm

Commissioners and Executive Team; Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; and Taylor Gonzales, Project Manager were in attendance.

- 11.1 Government Code 54956.8: Conference with Real Estate Negotiator – Direction was provided to staff regarding the authority-owned single-family home located at 1744 Laurel Street.

Commissioners and Marysol Perez, Executive Assistant were in attendance.

- 11.2 Government Code 54957: Public Employment Performance Evaluation – Chair Pittman reported out that the Board had reviewed and discussed the Executive

Director's Performance Evaluation, and direction was given to staff for action at the November HACB Board of Commissioners meeting.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – November 16, 2023**

13. ADJOURNMENT

Commissioner Coy moved that the meeting be adjourned. Commissioner Alford seconded. The meeting was adjourned at 4:00 p.m.

Dated: October 19, 2023.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

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

Check Date	Check #	Vendor	Total Amount
10/12/2023	3001	v0000007 - CITY OF CHICO (22332)	131.68
10/12/2023	3002	v0000011 - California Water Service - Chico	89.93
10/12/2023	3003	v0000031 - PG&E	2,324.83
10/12/2023	3004	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	5.68
10/12/2023	3005	v0000040 - Gregory P. Einhorn	500.00
10/12/2023	3006	v0000057 - OPER. ENG. LOCAL #3	960.00
10/12/2023	3007	v0000140 - COMCAST CABLE	491.34
10/12/2023	3008	v0000149 - Susana Torres-Agustin	182.00
10/12/2023	3009	v0000159 - Tamra C. Young	110.04
10/12/2023	3010	v0000213 - MI CASA EDUCATION, INC.	7,500.00
10/12/2023	3011	v0000241 - WASTE MANAGEMENT	439.75
10/12/2023	3012	v0000267 - OFFICE DEPOT INC	317.59
10/12/2023	3013	v0000276 - Scrubbs, Inc.	17.00
10/12/2023	3014	v0000312 - Unum Life Insurance Company	1,133.87
10/12/2023	3015	v0000380 - Staples Business Credit	33.31
10/12/2023	3016	v0000459 - E Center	221.11
10/12/2023	3017	v0000469 - Thermalito Irrigation	42.40
10/12/2023	3018	v0000474 - Advanced Document	695.37
10/12/2023	3019	v0000599 - Access Information Holdings, LLC.	32.69
10/12/2023	3020	v0000599 - Access Information Holdings, LLC.	32.69
10/12/2023	3021	v0000695 - SPRINT	64.31
10/12/2023	3022	v0000773 - Clean Master	257.49
10/12/2023	3023	v0000829 - Armed Guard Private Security, Inc	47.53
10/12/2023	3024	v0000863 - Nor-Cal Landscape Maintenance dba	1,519.56
10/12/2023	3025	v0000886 - Candelario Ace Hardware dba	63.88
10/12/2023	3026	v0004479 - Netsys Systems, Inc.	2,100.00
10/12/2023	3027	v0004535 - Porter Corp	541.25
10/16/2023	3028	v0000803 - Ginno Construction, Inc.	165,003.09
10/16/2023	3029	v0000803 - Ginno Construction, Inc.	13,753.73
10/26/2023	3030	v0000015 - A-1 Appliance	894.03
10/26/2023	3031	v0000031 - PG&E	1,483.99
10/26/2023	3032	v0000031 - PG&E	34.50
10/26/2023	3033	v0000037 - Patrick Clark Consulting	2,375.00
10/26/2023	3034	v0000039 - TPx Communications	220.78
10/26/2023	3035	v0000072 - Towne Flooring Center	7,922.37
10/26/2023	3036	v0000082 - ENTERPRISE-RECORD	116.92
10/26/2023	3037	v0000108 - AT&T	9.21
10/26/2023	3038	v0000121 - United States Postal Service (CMRS-FP)	2,500.00
10/26/2023	3039	v0000155 - Susanne Kemp	56.93
10/26/2023	3040	v0000229 - InterWest Insurance Services, LLC	550.00
10/26/2023	3041	v0000357 - Yuba City	102.00
10/26/2023	3042	v0000402 - US Bank	316.65
10/26/2023	3043	v0000439 - Umpqua Bank	5,469.61
10/26/2023	3044	v0000474 - Advanced Document	34.86
10/26/2023	3045	v0000504 - Jiffy Lube, Inc.	119.58
10/26/2023	3046	v0000680 - MAINTENANCE PLUS	1,398.24
10/26/2023	3047	v0000769 - Douglas DeSoto	164.90
10/26/2023	3048	v0000793 - Verizon Wireless	418.82
10/26/2023	3049	v0000807 - David Pittman	50.00
10/26/2023	3050	v0000845 - HMR Architects, Inc.	1,954.36
10/26/2023	3051	v0000859 - Richard H. Ober	50.00
10/26/2023	3052	v0000866 - Charles Alford	50.00
10/26/2023	3053	v0000882 - RSC Associates, Inc	510.73
10/26/2023	3054	v0000885 - Yardi Systems, Inc.	107,210.40
10/26/2023	3055	v0000888 - Sarah Richter	50.00
10/26/2023	3056	v0001443 - Francis	2,700.00
10/26/2023	3057	v0004543 - Joseph Young	803.60
10/26/2023	3058	v0004549 - Randy Coy	50.00
10/26/2023	3059	v0004557 - Darlene D. Fredericks	82.23
10/26/2023	3060	v0004575 - North Creek Crossings	1,400.00
10/26/2023	3061	v0004644 - Ledbetter Electric, Inc.	375.00
10/26/2023	3062	t0093575 - Wingett	322.13
10/26/2023	3063	v0000821 - Golden State Risk Management Authority	30,494.00
10/26/2023	3064	v0004526 - VSP Vision Care	579.25
10/9/2023	100623	v0000059 - CalPERS	10,763.67
10/18/2023	101823	v0000059 - CalPERS	10,762.90
10/9/2023	102023	v0000059 - CalPERS	490.00
10/18/2023	1023223	v0000059 - CalPERS	490.00
10/9/2023	10062023	v0000059 - CalPERS	5,897.10
10/9/2023	10092023	v0000059 - CalPERS	29,154.00
10/15/2023	10152023	v0000799 - Benefit Resource, Inc.	150.00
10/18/2023	10182023	v0000059 - CalPERS	5,892.24
TOTAL			433,082.12

**Housing Authority of the County of Butte
HACB S8 Admin Account
AP Check Register**

Check Date	Check #	Vendor	Total Amount
10/12/2023	2001	v0000007 - CITY OF CHICO (22332)	135.85
10/12/2023	2002	v0000011 - California Water Service - Chico	261.88
10/12/2023	2003	v0000031 - PG&E	1,611.97
10/12/2023	2004	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	16.55
10/12/2023	2005	v0000040 - Gregory P. Einhorn	3,080.00
10/12/2023	2006	v0000085 - LES SCHWAB TIRES	310.00
10/12/2023	2007	v0000140 - COMCAST CABLE	296.75
10/12/2023	2008	v0000240 - CIC	3,087.05
10/12/2023	2009	v0000267 - OFFICE DEPOT INC	561.69
10/12/2023	2010	v0000276 - Scrubbs, Inc.	32.00
10/12/2023	2011	v0000380 - Staples Business Credit	953.27
10/12/2023	2012	v0000474 - Advanced Document	68.69
10/12/2023	2013	v0000599 - Access Information Holdings, LLC.	32.71
10/12/2023	2014	v0000599 - Access Information Holdings, LLC.	32.71
10/12/2023	2015	v0000773 - Clean Master	749.94
10/12/2023	2016	v0000814 - Bull's Eye Windshield Repair&Replacement	520.38
10/12/2023	2017	v0000829 - Armed Guard Private Security, Inc	138.45
10/12/2023	2018	v0000863 - Nor-Cal Landscape Maintenance dba	4,425.80
10/12/2023	2019	v0004479 - Netsys Systems, Inc.	2,800.00
10/26/2023	2020	v0000039 - TPx Communications	604.75
10/26/2023	2021	v0000040 - Gregory P. Einhorn	480.00
10/26/2023	2022	v0000082 - ENTERPRISE-RECORD	1,960.03
10/26/2023	2023	v0000108 - AT&T	49.13
10/26/2023	2024	v0000402 - US Bank	165.10
10/26/2023	2025	v0000428 - Adecco Employment Services	3,791.08
10/26/2023	2026	v0000439 - Umpqua Bank	318.25
10/26/2023	2027	v0000504 - Jiffy Lube, Inc.	171.83
10/26/2023	2028	v0000793 - Verizon Wireless	170.78
10/26/2023	2029	v0001443 - Francis	500.00
10/26/2023	2030	v0003078 - Youth For Change	500.00
10/26/2023	2031	V0004095 - Whispering Trees Apartments	500.00
10/26/2023	2032	v0004116 - Arbor Manor Senior Cottage Homes, LLC	1,050.00
10/26/2023	2033	v0004627 - Habitat for Humanity dba Purpose Place Apartments	1,000.00
TOTAL			30,376.64

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

Check Date	Check #	Vendor	Total Amount
10/12/2023	1001	t0001688 - Andrews	192.15
10/12/2023	1002	t0045002 - Carmona-Escorcio	145.50
10/12/2023	1003	t0053944 - Ludlow	131.76
10/12/2023	1004	t0068016 - Harris	50.48
10/12/2023	1005	t0093593 - Burdick	184.28
10/12/2023	1006	v0000006 - Biggs Municipal Utilities	2,622.12
10/12/2023	1007	v0000007 - CITY OF CHICO (22332)	791.32
10/12/2023	1008	v0000010 - California Water Service - Oroville	2,363.81
10/12/2023	1009	v0000011 - California Water Service - Chico	213.78
10/12/2023	1010	v0000014 - Gridley Municipal Utilities	193.89
10/12/2023	1011	v0000015 - A-1 Appliance	513.45
10/12/2023	1012	v0000017 - EAGLE SECURITY SYSTEMS	102.69
10/12/2023	1013	v0000024 - Heritage Landscape Supply Group	100.78
10/12/2023	1014	v0000031 - PG&E	50.84
10/12/2023	1015	v0000031 - PG&E	353.29
10/12/2023	1016	v0000031 - PG&E	1,096.60
10/12/2023	1017	v0000031 - PG&E	1,271.60
10/12/2023	1018	v0000031 - PG&E	43.39
10/12/2023	1019	v0000031 - PG&E	129.43
10/12/2023	1020	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	13.06
10/12/2023	1021	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,080.96
10/12/2023	1022	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,891.17
10/12/2023	1023	v0000088 - The Home Depot Credit Services	5,119.82
10/12/2023	1024	v0000140 - COMCAST CABLE	467.56
10/12/2023	1025	v0000238 - Baker Distributing Company, Inc.	119.52
10/12/2023	1026	v0000240 - CIC	377.10
10/12/2023	1027	v0000241 - WASTE MANAGEMENT	1,441.37
10/12/2023	1028	v0000261 - MACS HARDWARE	109.49
10/12/2023	1029	v0000300 - Better Deal Exchange	19.03
10/12/2023	1030	v0000309 - Illustratus	262.05
10/12/2023	1031	v0000322 - Oroville Safe & Lock	95.00
10/12/2023	1032	v0000369 - THRIFTY ROOTER-SERVICE & PLUMBING	160.00

10/12/2023	1033	v0000401 - Plan B Professional Answering Services	124.20
10/12/2023	1034	v0000469 - Thermalito Irrigation	868.39
10/12/2023	1035	v0000474 - Advanced Document	162.58
10/12/2023	1036	v0000592 - Neal Road Recycling & Waste	30.00
10/12/2023	1037	v0000599 - Access Information Holdings, LLC.	32.71
10/12/2023	1038	v0000599 - Access Information Holdings, LLC.	32.71
10/12/2023	1039	v0000680 - MAINTENANCE PLUS	11,517.79
10/12/2023	1040	v0000766 - JACOBS, ANDERSON, POTTER & CHAPLIN, LLP	1,196.20
10/12/2023	1041	v0000773 - Clean Master	1,306.59
10/12/2023	1042	v0000795 - Richard's North State Pest Mgmt (dba)	1,479.00
10/12/2023	1043	v0000801 - Chico Turf Plus, LLC	225.00
10/12/2023	1044	v0000829 - Armed Guard Private Security, Inc	109.22
10/12/2023	1045	v0000863 - Nor-Cal Landscape Maintenance dba	15,561.34
10/12/2023	1046	v0004479 - Netsys Systems, Inc.	140.00
10/12/2023	1047	v0004593 - Citiguard, Inc.	2,640.00
10/12/2023	1048	v0004614 - City of Chico (Sewer)	1,686.29
10/12/2023	1049	v0004632 - Christina Juarez	35.00
10/24/2023	1050	v0000011 - California Water Service - Chico	449.00
10/24/2023	1051	v0000014 - Gridley Municipal Utilities	371.00
10/24/2023	1052	v0000031 - PG&E	889.00
10/26/2023	1053	v0000010 - California Water Service - Oroville	4,729.52
10/26/2023	1054	v0000011 - California Water Service - Chico	4,553.37
10/26/2023	1055	v0000014 - Gridley Municipal Utilities	1,406.21
10/26/2023	1056	v0000015 - A-1 Appliance	1,418.14
10/26/2023	1057	v0000031 - PG&E	20.85
10/26/2023	1058	v0000031 - PG&E	181.02
10/26/2023	1059	v0000031 - PG&E	25.43
10/26/2023	1060	v0000031 - PG&E	7.83
10/26/2023	1061	v0000039 - TPx Communications	134.39
10/26/2023	1062	v0000048 - Valero Fleet	895.24
10/26/2023	1063	v0000072 - Towne Flooring Center	1,773.40
10/26/2023	1064	v0000082 - ENTERPRISE-RECORD	1,192.00
10/26/2023	1065	v0000108 - AT&T	19.21
10/26/2023	1066	v0000140 - COMCAST CABLE	339.41
10/26/2023	1067	v0000235 - HD Supply Facilities Maintenance, Ltd.	7,897.33
10/26/2023	1068	v0000425 - Climate & Energy Solutions	1,138.00

10/26/2023	1069	v0000439 - Umpqua Bank	498.03
10/26/2023	1070	v0000463 - Sherwin-Williams Company	956.66
10/26/2023	1071	v0000504 - Jiffy Lube, Inc.	128.46
10/26/2023	1072	v0000592 - Neal Road Recycling & Waste	97.74
10/26/2023	1073	v0000669 - ROTO-ROOTER OROVILLE	155.00
10/26/2023	1074	v0000679 - SAM'S DOOR SHOP	299.85
10/26/2023	1075	v0000680 - MAINTENANCE PLUS	3,147.19
10/26/2023	1076	v0000766 - JACOBS, ANDERSON, POTTER & CHAPLIN, LLP	1,004.40
10/26/2023	1077	v0000766 - JACOBS, ANDERSON, POTTER & CHAPLIN, LLP	1,491.90
10/26/2023	1078	v0000773 - Clean Master	198.00
10/26/2023	1079	v0000793 - Verizon Wireless	518.96
10/26/2023	1080	v0000801 - Chico Turf Plus, LLC	710.00
10/26/2023	1081	v0000833 - Henry Carlson	245.08
TOTAL			97,745.93

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

Check Date	Check #	Vendor	Total Amount
10/12/2023	1140	v0000011 - California Water Service - Chico	4.54
10/12/2023	1141	v0000031 - PG&E	27.92
10/12/2023	1142	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	0.29
10/12/2023	1143	v0000140 - COMCAST CABLE	5.14
10/12/2023	1144	v0000660 - HACB	4,123.00
10/12/2023	1145	v0000773 - Clean Master	12.99
10/12/2023	1146	v0000829 - Armed Guard Private Security, Inc	2.40
10/12/2023	1147	v0000863 - Nor-Cal Landscape Maintenance dba	76.65
TOTAL			4,252.93

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

Check Date	Check #	Vendor	Total Amount
10/12/2023	1431	v0000011 - California Water Service - Chico	4.54
10/12/2023	1432	v0000031 - PG&E	27.92
10/12/2023	1433	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	0.29
10/12/2023	1434	v0000140 - COMCAST CABLE	5.14
10/12/2023	1435	v0000382 - FedEx	4.41
10/12/2023	1436	v0000660 - HACB	16,324.30
10/12/2023	1437	v0000773 - Clean Master	12.99
10/12/2023	1438	v0000829 - Armed Guard Private Security, Inc	2.40
10/12/2023	1439	v0000863 - Nor-Cal Landscape Maintenance dba	76.65
TOTAL			16,458.64

Housing Authority of the County of Butte
BALANCE SHEET
September 30, 2023

CUMULATIVE

ASSETS

Current Assets

Cash - Unrestricted	3,370,732
Cash - Other Restricted	1,323,766
Cash - Tenant Security Deposits	437,016
Account Receivable - Current	345,201
Note Receivable - Current Portion	52,401
Investments - Unrestricted	1,825,475
Investments - Restricted	11,405,184
Inventory	25,939
Prepaid Expenses	347,554

Total Current Assets **19,133,268**

Fixed Assets

Fixed Assets & Accumulated Depreciation	26,831,928
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Total Fixed Assets **26,831,928**

Other Non-Current Assets

Notes Loans & Mortgages Receivable	1,965,372
Deferred Outflows - GASB 68 & 75	712,666
Safety Deposit Box, Key Deposit	10
Investment in Limited Partnerships	3,820,117

Total Other Non-Current Assets **6,498,165**

TOTAL ASSETS **52,463,360**

LIABILITIES

Current Liabilities

Accounts Payable	77,371
Accrued Payroll Liabilities	212,878
Accrued Interest Payable	392,368
Tenant Security Deposits	329,034
Deferred Revenue	60,651
Long Term Debt - Current Portion	336,738
Accrued Liabilities - Other	666,504

Total Current Liabilities **2,075,543**

Long-Term Liabilities

Deferred Inflows - GASB 68 & 75	119,279
Other Post Retirement Ben-Net GASB 75	243,914
Unfunded Pension Liability - GASB 68	3,733,706
Long-Term Debt	13,464,527
Non-Current Liability - Other (FSS)	41,847

Total Long-Term Liabilities **17,603,273**

TOTAL LIABILITIES **19,678,816**

NET POSITION

Beginning Net Position	29,569,518
Retained Earnings	3,215,026

TOTAL NET POSITION **32,784,544**

TOTAL LIABILITIES AND NET POSITION **52,463,360**

Housing Authority of the County of Butte
CONSOLIDATED INCOME STATEMENT
September 30, 2023

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	75.00%
							% Used
Dwelling Rent	340,741	368,267	27,527	3,748,146	4,050,941	302,795	0.00%
Tenant Charges	6,825	5,241	(1,583)	18,329	57,654	39,324	0.00%
Laundry Revenue	1,429	2,747	1,318	8,815	30,213	21,399	0.00%
HUD Grant Revenue	2,449,079	1,929,962	(519,117)	23,976,214	21,229,578	(2,746,636)	103.53%
Other Grant Revenue	0	0	172,976	6,453	0	509,241	0.00%
Investment Income-unrestricted	3	698	695	7,573	7,674	101	90.46%
Investment Income - restricted	0	5,917	5,917	7,573	65,083	57,510	10.67%
Fraud Recovery	15,859	4,167	(11,692)	56,605	45,833	(10,771)	113.21%
Other Income	12,897	50,558	37,661	255,974	556,142	300,168	42.19%
TOTAL REVENUES	2,826,833	2,367,556	(286,300)	28,085,682	26,043,119	(1,526,869)	98.86%
Administrative Employee Salaries	116,069	194,380	78,311	1,618,304	2,138,183	519,879	69.38%
Audit Fee	0	4,542	4,542	13,042	49,958	36,916	23.93%
Advertising & Marketing	355	1,823	1,467	8,298	20,048	11,750	37.94%
Admin Fringe Benefits & Taxes	35,525	104,718	69,193	598,974	1,151,899	552,925	47.67%
Office Expenses	11,440	25,016	13,576	138,104	275,180	137,076	46.00%
Legal Expenses	3,499	4,992	1,492	41,815	54,908	13,093	69.81%
Travel	93	10,360	10,267	0	113,955	113,955	0.00%
Allocated Overhead	103,687	100,704	(2,983)	1,025,439	1,107,747	82,308	84.86%
Other Admin Expenses	63,274	55,902	(7,372)	172,871	614,917	442,046	25.77%
Total Operating Admin Costs	333,943	502,436	168,493	3,616,847	5,526,793	1,909,947	59.99%
Tenant Services - Salaries	10,777	8,375	(2,402)	129,322	92,125	(37,197)	128.68%
Relocation Costs	0	0	0	4,037	0	(4,037)	0.00%
Employee Benefits - Tenant Services	2,611	3,763	1,151	31,337	41,391	10,054	69.40%
Resident Services MISC	9,110	22,329	13,219	59,462	245,616	186,154	22.19%
Total Tenant Services	22,498	34,467	11,969	224,159	379,132	154,974	54.20%
Water	19,302	18,762	(541)	126,215	206,378	80,163	56.06%
Electricity	10,451	9,532	(919)	46,157	104,850	58,694	40.35%
Gas	2,486	1,995	(491)	17,645	21,940	4,295	73.72%
Sewer	13,535	18,469	4,934	53,937	203,155	149,218	24.34%
Total Utilities - Project	45,774	48,757	2,983	243,954	536,323	292,370	41.70%
Maintenance Salaries	20,378	40,232	19,854	244,541	442,554	198,013	50.65%
Maintenance Materials	16,586	12,929	(3,658)	222,652	142,216	(80,436)	143.51%
Maintenance Contract Costs	68,712	92,304	23,592	232,963	1,015,343	782,380	21.03%
Maintenance Fringe Benefits	4,650	18,542	13,892	93,008	203,966	110,958	41.80%
Total Maintenance Costs	110,328	164,007	53,680	793,163	1,804,079	1,010,916	40.30%
Protective Services	1,161	4,943	3,782	25,280	54,368	29,087	42.62%
Insurance-Liability/Property/Auto	42,674	37,548	(5,126)	244,343	413,029	168,686	54.23%
Other General Expenses	36,111	8,100	(28,011)	10,555	89,100	78,545	10.86%
PILOT	9,042	9,667	625	99,462	106,341	6,879	85.74%
Bad Debt - Tenant	0	5,683	5,683	0	62,517	62,517	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	28,870	28,870	0	317,571	317,571	0.00%
Total Other Operating Expenses	88,988	94,811	5,823	379,640	1,042,925	663,284	33.37%
Maintenance - Extraordinary	0	0	0	0	0	72,222	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,677,255	1,562,206	(115,049)	20,045,906	17,184,269	(2,861,637)	106.93%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	1,811,396	1,562,206	(115,049)	20,045,906	17,184,269	(2,861,637)	106.93%
TOTAL EXPENSES	2,412,927	2,406,684	127,898	25,303,668	26,473,521	1,242,075	87.62%
RETAINED EARNINGS	413,906	(39,128)	(453,033)	2,782,014	(430,403)	(2,768,944)	11.24%

Housing Authority of the County of Butte
ROSS GRANT (FSS) INCOME STATEMENT
September 30, 2023

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	75.00% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	0	0	0	0	0	0	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	8,637	6,538	(2,099)	105,916	78,454	(27,462)	135.00%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	0	0	0	0	0	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	0	0	0	0	0	0.00%
TOTAL REVENUES	8,637	6,538	(2,099)	105,916	78,454	(27,462)	135.00%
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	0	0	0	0	0	0	0.00%
Office Expenses	0	0	0	0	0	0	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	0	0	0	0	0	0.00%
Allocated Overhead	0	0	0	0	0	0	0.00%
Other Admin Expenses	0	0	0	0	0	0	0.00%
Total Operating Admin Costs	0	0	0	0	0	0	0.00%
Tenant Services - Salaries	5,761	4,375	(1,386)	69,135	52,500	(16,635)	131.69%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	1,396	2,163	767	16,753	25,954	9,201	64.55%
Resident Services MISC	0	0	0	0	0	0	0.00%
Total Tenant Services	7,157	6,538	(620)	85,889	78,454	(7,435)	109.48%
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
Total Utilities - Project	0	0	0	0	0	0	0.00%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	0	0	0	0	0	0	0.00%
Protective Services	0	0	0	0	0	0	0.00%
Insurance-Liability/Property/Auto	0	0	0	0	0	0	0.00%
Other General Expenses	0	0	0	0	0	0	0.00%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
Total Other Operating Expenses	0	0	0	0	0	0	0.00%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	0	0	0	0	0	0	0
TOTAL EXPENSES	7,157	6,538	(620)	85,889	78,454	(7,435)	109.48%
RETAINED EARNINGS	1,479	0		20,028	0		25.53%

Housing Authority of the County of Butte
SECTION 8 INCOME STATEMENT
September 30, 2023

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	75.00% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	(700)	0	700	(7,673)	0	7,673	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	2,062,655	1,723,289	(339,366)	21,696,584	20,679,471	(1,017,113)	104.92%
Other Grant Revenue	0	0	336,265	0	0	672,530	0.00%
Investment Income-unrestricted	0	150	150	0	1,800	1,800	0.00%
Investment Income - restricted	0	4,167	4,167	0	50,000	50,000	0.00%
Fraud Recovery	15,859	4,167	(11,692)	49,031	50,000	969	98.06%
Other Income	2,471	625	(1,846)	245,013	7,500	(237,513)	3266.84%
TOTAL REVENUES	2,080,285	1,732,398	(11,622)	21,982,956	20,788,771	(521,655)	105.74%
Administrative Employee Salaries	48,857	59,583	10,726	586,284	715,000	128,716	82.00%
Audit Fee	0	1,800	1,800	7,079	21,600	14,521	32.77%
Advertising & Marketing	63	417	353	8,160	5,000	(3,160)	163.21%
Admin Fringe Benefits & Taxes	11,324	31,758	20,434	135,885	381,095	245,210	35.66%
Office Expenses	4,209	10,833	6,624	96,902	130,000	33,098	74.54%
Legal Expenses	3,499	1,250	(2,249)	35,934	15,000	(20,934)	239.56%
Travel	0	2,492	2,492	0	29,900	29,900	0.00%
Allocated Overhead	40,000	42,769	2,769	480,000	513,230	33,230	93.53%
Other Admin Expenses	13,277	21,805	8,528	97,479	261,663	164,184	37.25%
Total Operating Admin Costs	121,229	172,707	51,478	1,447,722	2,072,488	624,766	69.85%
Tenant Services - Salaries	5,016	4,000	(1,016)	60,187	48,000	(12,187)	125.39%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	1,215	1,600	385	14,584	19,200	4,616	75.96%
Resident Services MISC	8,902	16,917	8,015	59,208	203,000	143,792	29.17%
Total Tenant Services	15,133	22,517	7,384	133,979	270,200	136,221	49.59%
Water	236	133	(103)	3,514	1,600	(1,914)	219.65%
Electricity	2,952	1,092	(1,860)	12,304	13,100	796	93.92%
Gas	59	83	25	1,415	1,000	(415)	141.45%
Sewer	72	125	53	346	1,500	1,154	23.06%
Total Utilities - Project	3,318	1,433	(1,885)	17,579	17,200	(379)	102.20%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	203	417	214	3,969	5,000	1,031	79.38%
Maintenance Contract Costs	3,549	917	(2,632)	43,416	11,000	(32,416)	394.69%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	3,752	1,333	(2,418)	47,385	16,000	(31,385)	296.16%
Protective Services	523	267	(256)	1,935	3,200	1,265	60.48%
Insurance-Liability/Property/Auto	585	585	0	6,435	7,020	585	91.67%
Other General Expenses	0	5,167	5,167	10,555	62,000	51,445	17.02%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
Total Other Operating Expenses	1,108	6,018	4,910	18,925	72,220	53,295	26.21%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,675,897	1,549,290	(126,607)	20,031,067	18,591,475	(1,439,592)	107.74%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	1,675,897	1,549,290	(126,607)	20,031,067	18,591,475	(1,439,592)	1.077432904
TOTAL EXPENSES	1,820,437	1,753,299	(67,139)	21,696,657	21,039,583	(657,074)	103.12%
RETAINED EARNINGS	259,848	(20,901)		286,299	(250,812)		-114.15%

Housing Authority of the County of Butte
HOUSING-ALL INCOME STATEMENT
September 30, 2023

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	130,488	123,120	(7,368)	1,588,735	1,477,440	(111,295)	107.53%
Tenant Charges	(49)	3,333	3,382	18,429	40,000	21,571	46.07%
Laundry Revenue	0	1,333	1,333	1,241	16,000	14,759	7.76%
HUD Grant Revenue	113,008	107,363	(5,644)	1,213,538	1,288,359	74,821	94.19%
Other Grant Revenue	0	0	0	(1,120)	0	1,120	0.00%
Investment Income-unrestricted	0	383	383	0	4,600	4,600	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	200	200	3,387	2,400	(987)	141.13%
TOTAL REVENUES	243,447	235,733	(7,714)	2,824,210	2,828,799	4,589	99.84%
Administrative Employee Salaries	53,040	37,500	(15,540)	636,480	450,000	(186,480)	141.44%
Audit Fee	0	267	267	5,963	3,200	(2,763)	186.34%
Advertising & Marketing	0	750	750	0	9,000	9,000	0.00%
Admin Fringe Benefits & Taxes	11,839	19,988	8,149	142,064	239,850	97,786	59.23%
Office Expenses	6,663	5,000	(1,663)	40,639	60,000	19,361	67.73%
Legal Expenses	0	1,250	1,250	5,882	15,000	9,118	39.21%
Travel	0	583	583	0	7,000	7,000	0.00%
Allocated Overhead	35,800	37,809	2,009	429,600	453,707	24,107	94.69%
Other Admin Expenses	4,985	4,870	(114)	73,613	58,441	(15,172)	125.96%
Total Operating Admin Costs	112,326	108,017	(4,310)	1,334,241	1,296,198	(38,043)	102.93%
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	2,252	0	(2,252)	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services MISC	0	719	719	254	8,625	8,371	2.94%
Total Tenant Services	0	719	719	2,506	8,625	6,119	2.94%
Water	14,497	10,833	(3,664)	118,132	130,000	11,868	90.87%
Electricity	5,677	2,417	(3,260)	29,284	29,000	(284)	100.98%
Gas	1,009	500	(509)	11,661	6,000	(5,661)	194.35%
Sewer	2,484	10,108	7,625	49,023	121,300	72,277	40.41%
Total Utilities - Project	23,667	23,858	191	208,100	286,300	78,200	72.69%
Maintenance Salaries	20,378	31,445	11,066	244,541	377,335	132,794	64.81%
Maintenance Materials	10,207	10,417	210	75,233	125,000	49,767	60.19%
Maintenance Contract Costs	14,218	27,429	13,211	175,886	329,145	153,259	53.44%
Maintenance Fringe Benefits	4,650	17,609	12,959	93,008	211,308	118,300	44.02%
Total Maintenance Costs	49,454	86,899	37,445	588,667	1,042,788	454,121	56.45%
Protective Services	638	2,333	1,696	23,345	28,000	4,655	83.37%
Insurance-Liability/Property/Auto	21,628	21,628	0	237,908	259,538	21,630	91.67%
Other General Expenses	0	250	250	0	3,000	3,000	0.00%
PILOT	9,042	9,375	333	99,462	112,500	13,038	88.41%
Bad Debt - Tenant	0	4,167	4,167	0	50,000	50,000	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
Total Other Operating Expenses	31,308	37,753	6,445	360,715	453,038	92,323	79.62%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,358	0	(1,358)	14,839	0	(14,839)	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	1,358	0	(1,358)	14,839	0	(14,839)	0.00%
TOTAL EXPENSES	218,113	257,246	39,133	2,509,067	3,086,949	577,882	81.28%
RETAINED EARNINGS	25,334	(21,513)		315,143	(258,150)		-122.08%

Housing Authority of the County of Butte
CAPITAL FUNDS INCOME STATEMENT
September 30, 2023

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	75.00% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	0	0	0	0	0	0	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	264,780	92,771	(172,009)	952,603	1,113,256	160,653	85.57%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	0	0	0	0	0	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	0	0	0	0	0	0.00%
TOTAL REVENUES	264,780	92,771	(172,009)	952,603	1,113,256	160,653	85.57%
Administrative Employee Salaries	5,916	12,500	6,584	70,995	150,000	79,005	47.33%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	138	0	(138)	0.00%
Admin Fringe Benefits & Taxes	1,434	6,663	5,229	17,204	79,950	62,746	21.52%
Office Expenses	91	333	242	563	4,000	3,437	14.08%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	93	196	103	0	2,350	2,350	0.00%
Allocated Overhead	2,145	1,697	(448)	25,742	20,368	(5,374)	0.00%
Other Admin Expenses	0	208	208	1,779	2,500	721	0.00%
Total Operating Admin Costs	9,679	21,597	11,918	116,421	259,168	142,747	44.92%
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	1,785	0	(1,785)	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services	0	0	0	0	0	0	0.00%
Total Tenant Services	0	0	0	1,785	0	(1,785)	0.00%
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
Total Utilities - Project	0	0	0	0	0	0	0.00%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	143,450	0	(143,450)	0.00%
Maintenance Contract Costs	0	0	0	13,661	0	(13,661)	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	0	0	0	157,111	0	(157,111)	0.00%
Protective Services	0	0	0	0	0	0	0.00%
Insurance-Liability/Property/Auto	0	0	0	0	0	0	0.00%
Other General Expenses	0	0	0	0	0	0	0.00%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
Total Other Operating Expenses	0	0	0	0	0	0	0.00%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	0	0	0	0	0	0	0.00%
TOTAL EXPENSES	9,679	21,597	11,918	275,317	259,168	(16,149)	106.23%
RETAINED EARNINGS	255,101	71,174		677,286	854,088		79.30%

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM
CALENDAR YEAR 2023**

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	1,730,393	1,877,995	2,091,259	2,240,375	2,385,093	2,540,749	2,675,417	2,821,120	2,969,178				3,608,388
BEG. INVESTED IN CAPITAL ASSETS	0	0	0	0	0	0	0	0	0				0
HUD ADMIN FEE REVENUE	163,219	225,782	164,603	164,603	164,603	167,106	167,106	167,106	167,106				389,001
FRAUD RECOVERY	820	1,217	760	934	672	753	791	898	2,564				2,037
INTEREST INCOME / GAIN or LOSS INV	0	0	0	0	0	0	0	0	0				0
DEPRECIATION (reduces Capital Assets)	0	0	0	0	0	0	0	0	0				0
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	0				0
ADMINISTRATIVE EXPENDITURES	-16,437	-13,735	-16,247	-20,819	-9,619	-33,191	-22,194	-19,946	-17,242				-30,172
ENDING ADMIN RESERVE BALANCE	1,877,995	2,091,259	2,240,375	2,385,093	2,540,749	2,675,417	2,821,120	2,969,178	3,121,606				3,969,254
YTD Change in Admin.	147,602	360,866	509,982	654,700	810,356	945,024	1,090,727	1,238,785	1,391,213	-1,730,393	-1,730,393	-1,730,393	2,238,861
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	-229,579	239,501	137,211	79,916	10,571	532,378	503,327	474,088	560,129				9,922
HUD HAP REVENUE	1,898,792	1,363,492	1,418,598	1,418,598	2,008,540	1,455,885	1,492,807	1,618,611	1,522,092				3,262,284
FRAUD RECOVERY	820	1,217	760	934	672	753	791	898	2,564				2,037
FSS FORFEITURES	0	0	0	0	0	0	0	0	0				0
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0				0
HOUSING ASSISTANCE PAYMENTS	-1,430,532	-1,466,999	-1,476,653	-1,488,877	-1,487,405	-1,485,689	-1,522,837	-1,533,468	-1,549,023				-2,897,531
ENDING HAP RESERVE BALANCE	239,501	137,211	79,916	10,571	532,378	503,327	474,088	560,129	535,762	0	0	0	376,712
YTD Change in HAP	469,080	366,790	309,495	240,150	761,957	732,906	703,667	789,708	765,341	229,579	229,579	229,579	606,291
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)	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548				14,557,931
HAP EXPENDITURES (Current Month)	1,446,969	1,480,734	1,492,900	1,509,696	1,497,024	1,518,880	1,545,031	1,553,414	1,566,265				13,610,913
CY 2023 HAP BUDGET UTILIZATION	89%	92%	92%	93%	93%	94%	96%	96%	97%				93%
BUDGET AVAILABLE (YTD)	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548	1,617,548				14,557,931
TOTAL HAP EXPENDITURES (YTD)	1,446,969	1,480,734	1,492,900	1,509,696	1,497,024	1,518,880	1,545,031	1,553,414	1,566,265				13,610,913
BUDGET REMAINING (YTD)	170,579	136,814	124,648	107,852	120,524	98,668	72,517	64,134	51,283				947,018
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	2,153	2,181	2,214	2,201	2,182	2,203	2,192	2,214	2,215				19,755
UNIT MONTH'S AVAILABLE	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236				20,124
OVER or (UNDER) LEASED	-83	-55	-22	-35	-54	-33	-44	-22	-21	0	0	0	-369
CY 2023 VOUCHER UTILIZATION	96%	98%	99%	98%	98%	99%	98%	99%	99%				98%
CY 2022 VOUCHER UTILIZATION	88%	89%	89%	90%	91%	92%	91%	92%	92%				88%
CY 2023 AVERAGE HAP	672	679	674	686	686	689	705	702	707				689
CY 2022 AVERAGE HAP	655	611	692	704	695	703	705	717	712				687

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

UNITS LEASED SUMMARY	OCT'23	SEP'23	AUG'23	JUL'23	JUN'23	MAY'23	APR'23	MAR'23	FEB'23	JAN'23	DEC'22	NOV'22
BUTTE												
ACC UNIT MONTHS	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973
CURRENT LEASED	1996	2013	2028	1992	2001	1984	2005	1987	1962	1931	1917	1889
VOUCHER UTILIZATION %	101.17%	102.03%	102.79%	100.96%	101.42%	100.56%	101.62%	100.71%	99.44%	97.87%	97.16%	95.74%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	59	59	59	62	61	62	62	62	63	62	62	61
VOUCHER UTILIZATION %	67.82%	67.82%	67.82%	71.26%	70.11%	71.26%	71.26%	71.26%	72.41%	71.26%	71.26%	70.11%
VASH												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	194	194	194
CURRENT LEASED	141	136	141	139	140	135	136	129	122	119	116	117
VOUCHER UTILIZATION %	72.68%	70.10%	72.68%	71.65%	72.16%	69.59%	70.10%	66.49%	62.89%	61.34%	59.79%	60.31%
TOTAL												
ACC UNIT MONTHS	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254
CURRENT LEASED	2196	2208	2228	2193	2202	2181	2203	2178	2147	2112	2095	2067
VOUCHER UTILIZATION %	97.43%	97.96%	98.85%	97.29%	97.69%	96.76%	97.74%	96.63%	95.25%	93.70%	92.95%	91.70%

HAP SUMMARY*	OCT'23	SEP'23	AUG'23	JUL'23	JUN'23	MAY'23	APR'23	MAR'23	FEB'23	JAN'23	DEC'22	NOV'22
ACC BUDGET	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,687,733	\$ 1,592,983	\$ 1,592,983
ACTUAL HAP	\$ 1,542,268	\$ 1,554,755	\$ 1,545,582	\$ 1,533,483	\$ 1,493,094	\$ 1,496,347	\$ 1,499,465	\$ 1,488,942	\$ 1,488,248	\$ 1,452,172	\$ 1,407,878	\$ 1,273,115
PER UNIT COST	\$ 702	\$ 704	\$ 694	\$ 699	\$ 678	\$ 686	\$ 681	\$ 684	\$ 693	\$ 688	\$ 672	\$ 616
BUDGET UTILIZATION %	91.38%	92.12%	91.58%	90.86%	88.47%	88.66%	88.84%	88.22%	88.18%	86.04%	88.38%	79.92%

ACTIVITY SUMMARY	OCT'23	SEP'23	AUG'23	JUL'23	JUN'23	MAY'23	APR'23	MAR'23	FEB'23	JAN'23	DEC'22	NOV'22
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	46	43	42	42	43	44	45	46	47	43	40	33
ZERO HAP	13	15	15	17	22	22	27	23	24	18	21	20
UTILITY ASSISTANCE PAYMENTS	120	100	100	100	100	112	105	105	104	109	105	107
NEW ADMISSIONS	**	13	33	26	35	23	25	43	44	50	35	33
INITIAL VOUCHERS SEARCHING	38	47	42	99	82	137	121	135	157	174	212	295
ACTUAL/ESTIMATED EOP	17	10	16	14	16	15	23	18	22	17	10	22
REMAIN ON WAITING LIST	1506	1506	1506	1506	1507	1523	1536	1587	97	165	305	617

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

**No data.

Glenn County
Butte County

Section 8 PBV

2,254 vouchers 30% 676 max

Allocation Analysis

PBV's		Population	
Glenn County		Population: 28,393	11% of Butte & Glenn County
Orland			
Liberty Bell	31		
Woodward	25		
	<u>56</u>	10%	Allocated to Glenn County

Butte County Population: 219,196 89% Of Butte & Glenn County

Chico		Population: 102,338	47%
Bar Triangle	25		
Creekside Place	100		
Humboldt	25		
NCC I	26		
NCC II	13		
Oleander	37		
The Foundation	43		
	<u>269</u>	52%	of Butte County Allocation

Gridley		Population: 7,356	3%
Sunrise Village	36		
	<u>36</u>	7%	of Butte County Allocation

Oroville		Population: 19,893	9%
Lincoln Family	25		
Lincoln Senior	25		
Prospect View	39		
	<u>89</u>	17%	of Butte County Allocation

Paradise		Population: 26,532	12%
Clark Road	25		
Cypress Family	25		
Cypress Senior	25		
Lakeside Circle	25		
Northwind	21		
	<u>121</u>	23%	of Butte County Allocation

515 90% Allocated to Butte County

571 Total PBV Vouchers Allocated to Butte and Glenn Counties

Butte & Glenn County Pop.	247,589
Glenn	28,393
Butte	219,196

**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	%
Nov-23	17**	0	2	1	1	0	1	1	12***	1	1	5	97.1%
Oct-23	17**	0	2	0	1	0	0	0	12***	0	4	5	97.1%
Sep-23	14**	0	2	0	1	0	0	0	12***	0	4	5	97.1%
Aug-23	13**	0	1	0	0	0	1	0	12***	0	0	1	99.4%
Jul-23	13**	0	1	0	0	0	1	1	12***	0	0	2	98.9%
Jun-23	15**	0	1	0	0	0	1	0	12***	0	0	1	99.4%
May-23	16**	0	1	0	0	0	1	0	12***	1	1	3	98.3%
Apr-23	15**	0	0	1	0	0	1	0	12***	0	0	1	99.4%
Mar-23	18**	0	0	0	0	0	1	1	12***	0	0	2	98.9%
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%

* Unit count adjusted by units offline - (17) uninhabitable and (10) less units due to rehab reconfiguration.

** Vacancy rate does not include units offline for construction; (10) 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	%
Nov-23	3	3	1	2	1	2	1	13	96.2%
Oct-23	2	2	1	3	2	2	2	14	95.9%
Sep-23	3	3	1	2	2	2	2	15	95.7%
Aug-23	3	2	2	1	1	2	2	13	96.2%
Jul-23	3	2	1	2	1	3	2	14	95.9%
Jun-23	3	0	2	4	1	1	1	12	96.5%
May-23	3	1	2	4	2	0	1	13	96.2%
Apr-23	3	0	2	4	2	0	1	12	96.5%
Mar-23	1	0	3	3	2	0	1	10	97.1%
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%

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

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Nov-23	5	1	1	3
Oct-23	4	0	2	3
Sep-23	6	2	5	4
Aug-23	5	1	5	2
Jul-23	3	0	4	1
Jun-23	2	0	4	1
May-23	3	0	4	0
Apr-23	4	1	1	0
Mar-23	3	0	1	2
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

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	23 Transfer list	6+	1112	6+	1320	6+
2	1152	3+			523	2+
3	577	2+	488	1+	328	2+
4	176	5+			102	4+
5					20	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	322		260	2
2	125	7			51	
3	36	2	41	6	26	
4	12	4+			9	
5					0	

MEMO

Date: November 9, 2023

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Status of HACB Construction Projects

As of November 9, 2023, the status of HACB construction activity follows:

2020A Bond Activity - Property Condition Assessment Repairs, various properties:

- A majority of the work identified in the Property Condition Assessments conducted to identify renovation work at the six (6) properties financially leveraged for the Bond issuance 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, **\$571,642** of capital improvement work has been completed out of the **\$1,186,684** operations project budget.
- Per property manager RSC Associates, the capital improvement work is substantially complete. Remaining capital improvement work includes selective HVAC replacement at Alamont Apartments.
- When the capital improvements as detailed above are complete, it is anticipated that approximately **\$590,000** will remain out of the **\$1,186,684** operations project budget. The remaining budget amount will be utilized to fund improvements at Lincoln Apartments, Chico and Park Place Apartments, Oroville as described on page 3 of this memo.

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.*

- As of this writing, the project is substantially complete.
- The “punch list” items have nearly all been addressed and the contractor has demobilized their equipment and excess material from the site.
- There was \$182,688 in additional costs to correct framing-related issues, dry rot, and other miscellaneous repairs, which was absorbed by project contingency funds. The additional costs represent a 6% increase from the original contract amount, typical for work of this nature.
- With remaining project contingency funds, HACB staff intends on correcting grading-related issues around the perimeter of 4 units where excess water accumulates at the foundation. This work was not included in the original project scope of work but, it was discovered through the course of construction that this work is necessary. The contractor is currently preparing pricing for review and approval.

November 9, 2023
HACB Construction Status Memo
pg. 1



Completed exterior improvements at Evanswood Estates



Completed exterior improvements at Evanswood Estates



Completed exterior improvements at Evanswood Estates



Completed exterior improvements at Evanswood Estates

Kathy Court Apartments, Paradise: *Reconstruction of the Kathy Court Apartments, 12-unit, two story apartment building consisting of 2 1-BR, 8 2-BR, and 2 3-BR residential units.*

- CDBG-DR funding in the amount of \$2,695,318 was finalized and recorded in October.
- HACB staff attended a pre-construction program meeting with representatives of the Town of Paradise, and the State on October 31, to discuss administrative and compliance requirements for the project. The Town of Paradise is in receipt of the Notice to Proceed from the State.
- HACB staff was notified that construction can commence once the Course of Construction insurance is placed, the HACB has provided proof of coverage to the Town as requested.
- It is anticipated that construction will commence on or before November 13, 2023.
- It is anticipated that the contractor will achieve substantial completion within 9 months of the commencement of construction, excluding the receipt and installation of the electrical switchgear, which is subject to supply-chain constriction.
- The design team revised the electrical design to conform with PG&E standards; it is anticipated that the revised electrical switchgear may have a shortened lead time.

*November 9, 2023
HACB Construction Status Memo
pg. 2*



Kathy Court Apartments prior to reconstruction



Kathy Court Apartments Color Rendering – Site Entrance



Kathy Court Apartments prior to reconstruction



Kathy Court Apartments Color Rendering – Exterior

Lincoln Apartments, Chico:

- It has been determined that extensive repairs to the upper level walkways are required. Due to the scope of the repairs, the HACB will undertake the walkway repair project internally, rather than through RSC Associates.
- A scope of work was developed, and the architect has begun preparing the necessary plans and specifications required for bidding and permitting.
- A site survey was conducted on November 2, 2023 where the structural engineer assessed the existing conditions.
- It is anticipated that the plans and specifications will be submitted to the City of Chico building department by the end of 2023, and a contractor will be solicited concurrently during the plan check process.

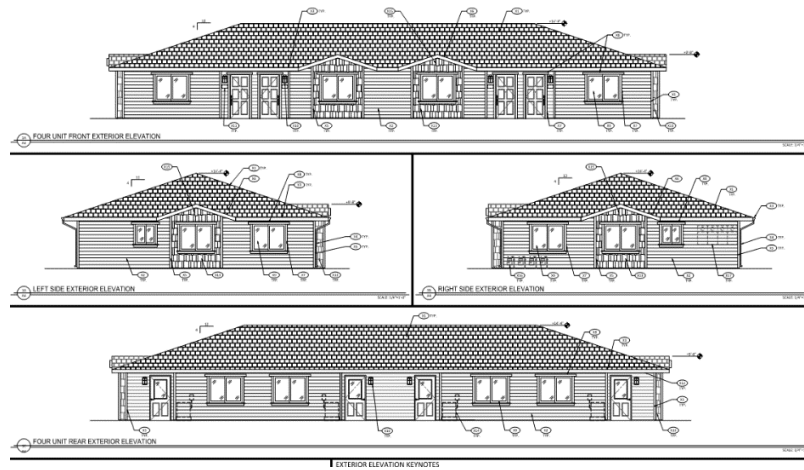
Park Place Apartments, Oroville:

- HACB Staff met with property manager RSC Associates and developed a prioritized list of improvements, including replacement of the (failing) wooden gazebo, and replacement of damaged concrete walkways near the Community Building. Once the above-mentioned projects at the Lincoln Apartments are complete, any remaining funds will be utilized to complete the improvements at Park Place Apartments.

*November 9, 2023
HACB Construction Status Memo
pg. 3*

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

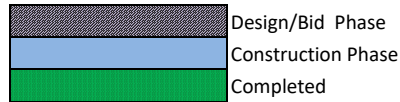
- HMR Architects have completed schematic design plans using traditional multifamily construction methods (single story, stick frame, slab-on-grade, yielding 18 units (16 one-bedroom and 2 two-bedroom)).
- This initiative seeks financing, including CDBG-DR and “other” monies (State MHP, PLHA?). Predevelopment costs may be paid via excess 2020A Bond funds, or other agency equity.
- Required hazardous material testing revealed that lead paint and asbestos are present in the existing structures. Specifications were prepared for the prospective demolition contractor to properly, and safely demolish the structures. It is anticipated that a demolition contractor will be procured by the end of 2023.
- HACB staff is working with the City of Oroville to obtain Article 34 Authority, which is required for the development project to progress.



Preliminary exterior elevations of one of the proposed four plex buildings

12 Month HACB Construction Project Schedule - November 9, 2023

	Budgeted Amount	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Dec-24
Property Condition Assessment Repairs														
Alamont, Cordillera, Evanswood, Lincoln, Locust and Park Place	\$1,186,684	Construction	Completed											
Evanswood Estates Exterior Modernization														
Exterior Modernization Project	\$3,371,940	Construction	Completed											
Lincoln Apartments														
Exterior Stairway and Balcony Repair Project	T.B.D.	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
Park Place Apartments														
Gazebo Replacement and Site Work Project	T.B.D.	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
Kathy Court Apartments														
Replacement Project	\$6,738,294	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
2131 Fogg Avenue														
Design Development and Construction Drawings	\$450,000	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
Seek Funding and Grant Application Preparation	\$50,000	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
Demolish Existing Vacant Single Family Residence	\$50,000	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
Total next 12 months:	\$11,846,918													



MEMO

Date: November 9, 2023

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

As of November 9, 2023, the status of HACB Capital Fund construction activity follows:

- Public Housing – Roof Replacement Project (43-14, 43-15) The work includes all Public Housing units in Oroville, with the exception of those at Winston Gardens. This project includes replacement of seventy (70) residential roofs, one (1) community room, and two (2) maintenance storage/laundry buildings. Contract was awarded to Above Board Construction for \$580, 653 on October 19, 2023. Replacement schedule TBD.
- Public Housing – HVAC System Replacements (43-03), Chico. Replace thirty-five (35) roof mounted gas/electric package HVAC units at the end of their useful life. Jessee Heating and Air began installation of the new HVAC units on October 12, 2023. To date the contractor has replaced sixteen (16) of the thirty-five units.
- Public Housing – Unit and Community Building Accessibility Improvements Project (43-10) Winston Gardens, Oroville. Ginno Construction has completed converting the three dwelling units to fully accessible units. The permits have been finalized and units are ready for occupancy. The remaining work in the laundry and kitchen areas of the community room is expected to be completed by November 15, 2023.
- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles; ten (12) units have been completed during the FY 2023; 153 of 232 Public Housing units have been completed overall. The work is being accomplished at unit turnover.

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

November 9, 2023
HUD Public Housing Capital Fund Report
pg. 1

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

This Capital Fund is 91% obligated and 49% expended. Projects Included:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units and the community room to be upgraded to full accessibility standards, 99% complete, balance of funding assigned to 501-21.
- **Maintenance Sheds Re-roof** – Abate asbestos roofing and lead paint, repair dry rot damage, install new roofs. 50% completed

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

This Capital Fund is 100% obligated and 100% expended; the project is ready for close-out. Projects Planned:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Unit Range Replacements** - Replaced (122) select Gas Ranges which have reached the end of their useful life. Installation was completed August 2022.
- **Tree Trim and Removal Project** – Trimmed 294 trees and removed 12 trees.
- **Community Room Improvements** – Winston Gardens (43-10), Community Room accessibility and water distribution improvements, 95% complete, balance of funding assigned to 501-20.

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

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

- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **Roof Replacements** – Select Units. Replace aging and failing roofing systems fascia, soffit, gutters and downspouts, in progress.
- **HVAC Replacements** – Replace HVAC units which have reached the end of their useful life at 43-10 Winston Gardens. In planning

Capital Fund 501-23, Funding Amount \$1,143,778, to be expended by May 11, 2026

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

- **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.

2023 HUD Public Housing Safety and Security Grant/

HACB has been awarded over \$225,000 to address ongoing and growing safety and security issues at the Winston Gardens Apartments, Oroville. The 60-unit project serves seniors and disabled. Non-residents, including homeless persons, are crossing the property, vandalizing vehicles, and roaming and sleeping on the property late at night. Fencing, gates, cameras and other security measures have been proposed. HMR Architects proposal for the design of the project was approved on October 26, 2023.

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 11-9-2023

Capital Funds 501-20, 501-21, 501-22, 501-23

			501-20				501-21				501-22				501-23				Totals		
			Original	Revised	Obligated	Expended	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				285,944.50				490,779.50	97,996.97	392,782.53	
3	1408	Management Improvements	2,000.00				5,000.00			5,000.00				5,000.00				19,000.00	1,883.79	17,116.21	
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		114,377.80				485,858.80	260,156.00	225,702.80	
5	1480	Audit	2,000.00				2,000.00			2,000.00				2,000.00				10,000.00	-	10,000.00	
7	1480	Fees and Costs	90,000.00		9,757.84	6,207.84	75,000.00		82,863.43	82,863.43		75,000.00		35,818.00				350,938.00	124,537.36	226,400.64	
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment	600,306.00		613,242.32	248,971.60	712,154.00		739,165.57	739,165.57		861,782.00		700,637.70				3,495,042.70	1,674,196.85	1,820,845.85	
17	1480	Relocation Costs	3,500.00															7,000.00	-	7,000.00	
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	-	800,533.16	432,712.44	913,365.00	-	913,365.00	913,365.00	1,113,256.00	-	111,325.00	-	1,143,778.00	-	-	-	4,858,619.00	2,158,770.97	2,699,848.03
					91%	49%			100%	100%			10%	0%				0%	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 11/09/2023	-	392,782.53	17,116.21	225,702.80	10,000.00	226,400.64	1,820,845.85	7,000.00	2,699,848.03	
	501-20, 501-21, 501-22, 501-23 Funding										
100	Reserved Budget	-								-	
1406	Operations		392,782.53							392,782.53	
1408	Management Improvements			17,116.21						17,116.21	
1411	Audit Cost Cap Fund					10,000.00				10,000.00	
1410	Administration				225,702.80					225,702.80	
1430	Fees and Costs: Arch. Service, Permits Const. Admin, Etc..						226,400.64			226,400.64	
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							1,820,845.85		1,820,845.85	
1495	Relocation Costs								7,000.00	7,000.00	
1502	Contingency									-	
										2,699,848.03	Total
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

MEMO

Date: November 9, 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 the first of November, there are a total of (72) occupied units. There were no move-in's and one move-out in the month of October. A total of (17) concrete block units are vacant and are rent ready. (17) units are deemed uninhabitable, and (10) are offline, waiting for the next phase renovation. There are no pending unlawful detainers or intent to vacate notices at this time. Two tenants are on payment plans for rent owed.

AWI staff continue their marketing efforts - applicant traffic continues to be very slow as we go into the winter months. Marketing includes distribution of flyers to local farms and businesses, a listing on Craig's List, and \$100 referral reward coupons to residents who make successful referrals. AWI is also offering a move-in special for all applicants, which includes free rent for the first month. AWI staff will be coordinating outreach efforts to visit local farms and canneries to increase the applicants on their waiting list.



Renovated 1980's era housing

There is still no answer from USDA-RD in regards to the waiver request which would permit applicants that are either over-income and/or non-farm labor households to apply for housing. The waiver would also allow any current residents that are found to be over-income to remain on the property. AWI has been directed to secure a USDA-RD compliant Market Study through Laurin Associates, to provide further basis for the waiver request.

California Department of Public Health notified the HACB on October 26, 2023 of an environmental investigation by Butte County Public Health at 1491 Ogden Ave, Gridley CA. Lead

hazards in paint and soil were identified in seven (7) areas. The investigation was triggered by a child in the home with elevated blood lead levels. Abatement of the lead could occur, but is extraordinarily expensive, and the household has been relocated to a newly renovated unit. Scope of work for remediation, up to and including unit shut-down, are being negotiated and considered.

Chavarria's Landscaping continued landscape upkeep. Asphalt repairs and tree trimming project are now fully completed. Gridley Public Works will be installing a new generator for the sewer lift station, and paving the driveway from the street to the gate of the lift station, at City expense. The office flooring was scheduled to be replaced until the vendor discovered asbestos in the flooring, requiring abatement. New flooring is expected to be installed before the end of the month.



Fully Modernized Units

Mi C.A.S.A.'s monthly food distribution is scheduled for November 14th. Mi C.A.S.A.'s Fall Semester Session is coming to an end; they've continued to see high attendance from GFLH residents. There were two Mi C.A.S.A. entries submitted for this year's NAHRO "What Home Means to Me" poster contest. One of the entries was chosen from the Regional competition and is now onto the National level for consideration as a finalist.

The NVCSS Promotores Dual Language Learning (DLL) program is currently working with (16) families. Promotores and Red Cross staff continue to collaborate with the residents on a Community Garden, which will be located near the soccer field away from the rental units and where there's a water source for the residents to use. Promotores and AWI staff are working with Heather Tovey (BC Library Literacy Service) to discuss the best way to integrate the mobile library service for residents on the property.

AWI continues work to renovate concrete block units on Ogden Avenue. A rental unit previously marked as uninhabitable on Ogden Avenue due a bathtub has been recently repaired and is now rent ready. This initiative will establish a third category of concrete block units in inventory, the three categories including un-rehabilitated, moderately rehabilitated, and completely rebuilt.



1930's era Wood Frame Unit

Additional funds are being sought to continue property building renovation. The USDA is not a factor. State Joe Serna Jr. Farmworker Housing and other program funds are contemplated. Renovation and/or demolition and/or historic preservation of the historically significant 1930's era wooden units is pressing – only nine of the original twenty-four wooden units are habitable.

The State Water Board grant funds for installation of a backup generator backup to the community well continues pending, subject to Water Board capacity to administer.

In addition to the City of Gridley's work improving access to the City-operated sewage lift station, conversation had been initiated with the City regarding City operation of the well system. The City has declined, citing workload.

Please find third party property manager AWI's October 2023 report following.



Unrenovated 1980's era Concrete Block Unit



Gridley Farm Labor Housing October 2023

Separate *Variance Report* explaining budget differences and expenditures.

Updates:

GFLH currently has 17 units available. No move-ins and one move-out during the month of October.

As of the end of October.

- 72 Occupied
- 10 units held for the next phase of rehab
- 17 units deemed uninhabitable
- 17 units available for occupancy

*****All renovated units are occupied.**

Applicant traffic at the property has been very slow. Advertising is ongoing via Craigslist, The Publisher, flyers, signage, resident referral and move in specials. We are still pursuing a waiver of farm labor requirements to expedite filling units

Staff is coordinating another outreach day to visit canneries and farms. We reached out to M & T Ranch (at Larry's suggestion) and was provided with the name and phone number of a contact – still following up to touch base with the contact provided.

Unit Turns:

- **OG1495** – Unit market ready. Unit was previously marked as off line Unit# RU821 will transfer to this unit on 11/10/23.
- **MAR820** – Unit close to market ready.
- **OG1491** New move –out. Positive for lead
- **JA1584** New move –out. This unit will be offline.

Past Due Balances:

- Unit #SU1528 – balance \$1,471 payment plan.
- Unit# AU878 – Balance \$1,343 payment plan.
- Unit BO1520 – Balance \$5,282 working on payment plan

Several November rent payments outstanding as it is early in the month.

Unfortunately, while replacing the flooring in the office the vendor discovered asbestos. The abatement is in process.

(530) 745-6170 tel AWI Management Corporation
(530) 745-6171 fax 120 Center Street
www.awimc.com Auburn CA 95603

AWI Management Corporation is an Equal Opportunity provider.

On Halloween, staff set up a table for the young residents to stop by and enjoy a treat!



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

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 113,779.00	\$ 118,448.00	\$ (4,669.00)	\$ 113,779.00	\$ 118,448.00	\$ (4,669.00)
Vacancies	(23,580.00)	(23,142.92)	(437.08)	(23,580.00)	(23,142.92)	(437.08)
Manager's Unit	(1,230.00)	(1,230.00)	0.00	(1,230.00)	(1,230.00)	0.00
Total Tenant Rent	\$ 88,969.00	\$ 94,075.08	\$ (5,106.08)	\$ 88,969.00	\$ 94,075.08	\$ (5,106.08)
Other Project Income:						
Laundry Income	\$ 391.05	\$ 216.67	\$ 174.38	\$ 391.05	\$ 216.67	\$ 174.38
Interest Income	35.20	2.50	32.70	35.20	2.50	32.70
Restricted Reserve Interest Incom	27.01	0.00	27.01	27.01	0.00	27.01
Other Tenant Income	\$ 237.00	\$ 91.67	\$ 145.33	\$ 237.00	\$ 91.67	\$ 145.33
Other Project Income	\$ 690.26	\$ 310.84	\$ 379.42	\$ 690.26	\$ 310.84	\$ 379.42
Total Project Income	\$ 89,659.26	\$ 94,385.92	\$ (4,726.66)	\$ 89,659.26	\$ 94,385.92	\$ (4,726.66)
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 20,167.71	\$ 35,903.18	\$ (15,735.47)	\$ 20,167.71	\$ 35,903.18	\$ (15,735.47)
Utilities (From Pg 2)	7,036.36	10,841.09	(3,804.73)	7,036.36	10,841.09	(3,804.73)
Administrative (From Pg 2)	12,494.33	15,386.92	(2,892.59)	12,494.33	15,386.92	(2,892.59)
Taxes & Insurance (From Pg 2)	7,399.41	8,510.25	(1,110.84)	7,399.41	8,510.25	(1,110.84)
Other Taxes & Insurance (Fr Page	1,996.41	5,356.07	(3,359.66)	1,996.41	5,356.07	(3,359.66)
Other Project Expenses	1,523.95	2,158.26	(634.31)	1,523.95	2,158.26	(634.31)
Total O&M Expenses	\$ 50,618.17	\$ 78,155.77	\$ (27,537.60)	\$ 50,618.17	\$ 78,155.77	\$ (27,537.60)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.58	\$.38	\$ 12,558.96	\$ 12,558.58	\$.38
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 625.00	\$ 625.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	2,875.00	2,875.00	0.00
Total Mortgage & Owner's Exp.	\$ 16,058.96	\$ 16,058.58	\$.38	\$ 16,058.96	\$ 16,058.58	\$.38
Total Project Expenses	\$ 66,677.13	\$ 94,214.35	\$ (27,537.22)	\$ 66,677.13	\$ 94,214.35	\$ (27,537.22)
Net Profit (Loss)	\$ 22,982.13	\$ 171.57	\$ 22,810.56	\$ 22,982.13	\$ 171.57	\$ 22,810.56
Other Cash Flow Items:						
Reserve Transfers	\$ 1,472.99	\$ 0.00	\$ 1,472.99	\$ 1,472.99	\$ 0.00	\$ 1,472.99
T & I Transfers	121,760.34	0.00	121,760.34	121,760.34	0.00	121,760.34
Operating-MMKT-FFB*	(100,000.00)	0.00	(100,000.00)	(100,000.00)	0.00	(100,000.00)
Sec Dep Owner Held	(1,025.00)	0.00	(1,025.00)	(1,025.00)	0.00	(1,025.00)
Rent Annuity	51,614.00	0.00	51,614.00	51,614.00	0.00	51,614.00

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

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rent Subsidy	\$ (51,614.00)	\$ 0.00	\$ (51,614.00)	\$ (51,614.00)	\$ 0.00	\$ (51,614.00)
Authorized Reserve - Other	(1,500.00)	0.00	(1,500.00)	(1,500.00)	0.00	(1,500.00)
Tenant Receivables	(2,077.00)	0.00	(2,077.00)	(2,077.00)	0.00	(2,077.00)
Other Receivables	(71,578.38)	0.00	(71,578.38)	(71,578.38)	0.00	(71,578.38)
Rental Assistance	740.00	0.00	740.00	740.00	0.00	740.00
Accounts Payable - Trade	(6,436.43)	0.00	(6,436.43)	(6,436.43)	0.00	(6,436.43)
Accrued Property Taxes	(5,144.64)	0.00	(5,144.64)	(5,144.64)	0.00	(5,144.64)
Accrued Local Administration Fee	625.00	0.00	625.00	625.00	0.00	625.00
Total Other Cash Flow Items	\$ (63,163.12)	\$ 0.00	\$ (63,163.12)	\$ (63,163.12)	\$ 0.00	\$ (63,163.12)
Net Operating Cash Change	\$ (40,180.99)	\$ 171.57	\$ (40,352.56)	\$ (40,180.99)	\$ 171.57	\$ (40,352.56)

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 88,989.56	\$ 48,808.57	\$ (40,180.99)
Operating-MMKT-FFB*	0.00	100,000.00	100,000.00
Tax & Insurance - FFB	192,911.66	71,076.70	(121,834.96)
Tax & Insurance - MMKT - FFB*	(74.62)	0.00	74.62
RD Reserves - FFB	44,307.73	45,709.74	1,402.01
Cash - Owner Held Reserves**	396,699.00	396,699.00	0.00
Payables & Receivables:			
Accounts Payable - Trade	9,642.50	3,206.07	(6,436.43)
Rents Receivable - Current Tenants	6,706.35	8,791.35	2,085.00
Other Tenant Charges Receivable	10.00	2.00	(8.00)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 7,065.01	\$ 6,820.92	\$ 244.09	\$ 7,065.01	\$ 6,820.92	\$ 244.09
Janitorial/Cleaning Supplies	419.55	79.75	339.80	419.55	79.75	339.80
Plumbing Repairs	155.00	832.92	(677.92)	155.00	832.92	(677.92)
Painting & Decorating	80.24	199.42	(119.18)	80.24	199.42	(119.18)
Repairs & Maintenance - Supply	1,241.63	1,532.33	(290.70)	1,241.63	1,532.33	(290.70)
Repairs & Maintenance - Contract	90.00	2,252.92	(2,162.92)	90.00	2,252.92	(2,162.92)
Grounds Maintenance	7,783.20	8,000.00	(216.80)	7,783.20	8,000.00	(216.80)
Pest Control Service	980.00	249.42	730.58	980.00	249.42	730.58
Fire/Alarm Services	0.00	1,588.50	(1,588.50)	0.00	1,588.50	(1,588.50)
Security Service	1,979.08	0.00	1,979.08	1,979.08	0.00	1,979.08
Capital Improvements - Other	0.00	11,983.33	(11,983.33)	0.00	11,983.33	(11,983.33)
Capital Improvements - Flooring	0.00	975.00	(975.00)	0.00	975.00	(975.00)
Capital Improvements - Appliance	0.00	697.25	(697.25)	0.00	697.25	(697.25)

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

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - HVAC Repl	\$ 0.00	\$ 250.00	\$ (250.00)	\$ 0.00	\$ 250.00	\$ (250.00)
Capital Improvements - Water Heat	0.00	142.50	(142.50)	0.00	142.50	(142.50)
Carpet Cleaning	0.00	25.08	(25.08)	0.00	25.08	(25.08)
HVAC Repairs	374.00	53.42	320.58	374.00	53.42	320.58
Cable Service	0.00	178.75	(178.75)	0.00	178.75	(178.75)
Tenant Services	0.00	41.67	(41.67)	0.00	41.67	(41.67)
Total Maint. & Operating Exp.	\$ 20,167.71	\$ 35,903.18	\$ (15,735.47)	\$ 20,167.71	\$ 35,903.18	\$ (15,735.47)
Utilities:						
Electricity	\$ 1,623.87	\$ 2,666.67	\$ (1,042.80)	\$ 1,623.87	\$ 2,666.67	\$ (1,042.80)
Water	3,099.76	2,916.67	183.09	3,099.76	2,916.67	183.09
Sewer	0.00	2,174.42	(2,174.42)	0.00	2,174.42	(2,174.42)
Heating Fuel/Other	105.92	583.33	(477.41)	105.92	583.33	(477.41)
Garbage & Trash Removal	2,206.81	2,500.00	(293.19)	2,206.81	2,500.00	(293.19)
Total Utilities	\$ 7,036.36	\$ 10,841.09	\$ (3,804.73)	\$ 7,036.36	\$ 10,841.09	\$ (3,804.73)
Administrative:						
Manager's Salary	\$ 5,465.41	\$ 7,713.58	\$ (2,248.17)	\$ 5,465.41	\$ 7,713.58	\$ (2,248.17)
Management Fees	6,320.00	6,715.00	(395.00)	6,320.00	6,715.00	(395.00)
Bad Debt Expense	(31.50)	0.00	(31.50)	(31.50)	0.00	(31.50)
Auditing	666.67	666.67	0.00	666.67	666.67	0.00
Legal	73.75	291.67	(217.92)	73.75	291.67	(217.92)
Total Administrative Expense	\$ 12,494.33	\$ 15,386.92	\$ (2,892.59)	\$ 12,494.33	\$ 15,386.92	\$ (2,892.59)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 1,493.33	\$ (1,493.33)	\$ 0.00	\$ 1,493.33	\$ (1,493.33)
Special Assessments	2,500.00	2,117.50	382.50	2,500.00	2,117.50	382.50
Property Insurance	4,899.41	4,899.42	(.01)	4,899.41	4,899.42	(.01)
Total Taxes & Insurance Expense	\$ 7,399.41	\$ 8,510.25	\$ (1,110.84)	\$ 7,399.41	\$ 8,510.25	\$ (1,110.84)
Other Taxes & Insurance:						
Payroll Taxes	\$ 948.42	\$ 1,270.58	\$ (322.16)	\$ 948.42	\$ 1,270.58	\$ (322.16)
Other Taxes, Fees & Permits	565.00	116.33	448.67	565.00	116.33	448.67
Bond Premiums	0.00	15.00	(15.00)	0.00	15.00	(15.00)
Worker's Compensation Insurance	475.37	1,075.83	(600.46)	475.37	1,075.83	(600.46)
Personnel Medical Insurance	7.62	2,878.33	(2,870.71)	7.62	2,878.33	(2,870.71)
Total Other Taxes & Insurance	\$ 1,996.41	\$ 5,356.07	\$ (3,359.66)	\$ 1,996.41	\$ 5,356.07	\$ (3,359.66)
Other Project Expenses						
Telephone & Answering Service	\$ 78.52	\$ 314.67	\$ (236.15)	\$ 78.52	\$ 314.67	\$ (236.15)
Internet Service	369.55	135.33	234.22	369.55	135.33	234.22
Advertising	15.00	375.00	(360.00)	15.00	375.00	(360.00)
Office Supplies & Expense	475.50	504.42	(28.92)	475.50	504.42	(28.92)

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

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Postage	\$ 0.00	\$ 41.75	\$ (41.75)	\$ 0.00	\$ 41.75	\$ (41.75)
Toner/Copier Expense	128.21	27.75	100.46	128.21	27.75	100.46
Travel & Promotion	0.00	611.92	(611.92)	0.00	611.92	(611.92)
Training Expense	424.33	104.17	320.16	424.33	104.17	320.16
Credit Checking	32.84	13.42	19.42	32.84	13.42	19.42
Employee Meals	0.00	29.83	(29.83)	0.00	29.83	(29.83)
Total Other Project Expenses	<u>\$ 1,523.95</u>	<u>\$ 2,158.26</u>	<u>\$ (634.31)</u>	<u>\$ 1,523.95</u>	<u>\$ 2,158.26</u>	<u>\$ (634.31)</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	\$ 12,558.96	\$ 12,558.58	\$.38
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 625.00	\$ 625.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	2,875.00	2,875.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 16,058.96</u>	<u>\$ 16,058.58</u>	<u>\$.38</u>	<u>\$ 16,058.96</u>	<u>\$ 16,058.58</u>	<u>\$.38</u>
Total Expenses	<u><u>\$ 66,677.13</u></u>	<u><u>\$ 94,214.35</u></u>	<u><u>\$ (27,537.22)</u></u>	<u><u>\$ 66,677.13</u></u>	<u><u>\$ 94,214.35</u></u>	<u><u>\$ (27,537.22)</u></u>
Authorized Reserve - Other	\$ 1,500.00	\$ 0.00	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 1,500.00
	\$ 1,500.00	\$ 0.00	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 1,500.00

MEMO

Date: November 9, 2023
To: HACB Board of Commissioners
From: Larry Guanzon, Deputy Executive Director
Subject: Agenda Item 3.10 - Status Report: Bond-Financed and Other-owned Properties

Bond-Financed

- Alamont Apartments, Chico (30 units, family)
- Cordillera Apartments, Chico (20 units, family)
- Evanswood Estates, Oroville (31 units, family)
- Lincoln Apartments, Chico (18 units, family)
- Locust Apartments, Chico (10 units, family)
- Park Place Apartments, Oroville (40 units, senior)

Other-Owned

- Gridley Springs II, Gridley (24 units, family)
- Kathy Court Apartments, Paradise (12 units, family)
- 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 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 is one (1) vacancy as of the first - all rents were collected for October. Total income is \$381 more than budget, at \$30,657. Total expenses are \$530 less than anticipated, bringing the NOI to \$912 more than budget, at \$21,729. Property roof replacement is complete, as well as HVAC unit and deck reconstructions, all paid thru 2020A Bond funds.



Alamont Apartments, 811 West East Avenue, Chico

Cordillera/Cameo Apartments, Chico (20 units, family, RSC) - The property has one (1) vacancy as of November 1. Unpaid rents include two units: a partial rent and a household who is moving at month's end. Total monthly income came in below budget by \$349, at \$17,073 due to the current vacancy loss. Total Monthly Operating Expenses are lower than budget by \$660, bringing NOI to \$10,553, or \$310 more than budget.



Cordillera Apartments, Cameo Way, Chico

Evanswood Estates Apartments, Oroville (31 units, family, RSC) – The property had one (1) vacancy as of the first, since occupied. Two households owe small amounts of their rent and are being followed up by RSC. Total income for the month is slightly lower than anticipated, at \$37,856, due to vacancy loss and collected service income being lower. Total Operating Expenses are \$4,473 less than budget, at \$17,515. NOI is \$4,307 more than budget, at \$20,341.

Units #21, 25, and 33, purchased and tracked separately, were occupied, with no unpaid rents. Income and expenses are all within expectation, with expenses being lower than budget.



*Evanswood Estates, Table Mountain Boulevard, Oroville - new façades.
The \$3 million exterior envelope work is substantially complete.*



Lincoln Apartments, 474 East 12th Street, Chico

Lincoln Apartments, Chico (18 units, family, RSC) – Lincoln Apartments has one (1) vacancy, with a pending application. All rents have been collected, with the exception of one household where a small outstanding balance is owed. Total income is ahead of budget by \$127 at \$14,888. Total Expenses are under budget by \$407, bringing NOI to \$9,492, or \$535 more than budget. Additional bond-funded improvements are being planned, including electrical service panel replacements, window replacements, and exterior stairway, railing, and access improvements.

Locust Apartments, Chico (10 units, family, RSC) – The property is fully occupied. All but one rent was collected, owing last month's rent. No turnover occurred during the month. Total income for the month is above budget by \$180, at \$7,684. Total Expenses are lower than budget so NOI came in higher than budget by \$2,574 at \$5,275. The majority of bond-funded capital improvements are complete, with replacement of water heaters, range hoods, and GFCI outlets



Locust Apartments, 1519 Locust Street, Chico



Park Place Apartments, 2105 Park Avenue, Oroville

Park Place Apartments, Oroville (40 units, senior, RSC) – The month ended with one (1) vacancy (last month saw four (4) vacancies). Unfortunately, another resident has passed creating another vacancy. All rents were paid, with the exception of one unit where they owe a small outstanding balance. There are no additional notices to vacate. Carpet was replaced at turnover of three units; another unit saw a new refrigerator installed. Total Income came in lower than budget due to the vacancy loss. Expenses are higher than budget due to turnover cost associated with the four units previously mentioned. Administrative, Utility, Turnover, and Maintenance expenses were \$11,090 higher than anticipated, bringing NOI to \$11,244 less than budget, at \$3,834. Bond-funded work, including equipment and gazebo replacements, upgrade of the Community Room, and site path of travel improvements, are in process, with property management collecting bids.

Other-Owned Properties

Gridley Springs II, Gridley (24 units, Family, Sackett) The property is 100% occupied with no 30-day notices. Income came to \$16,738, with Total Expenses coming in below budget at \$8,774. This bright the property NOI to \$7,963, or \$2,960 more than budget. Please find Sackett Corporation's financials for GS II, as well as a short narrative, following.



Gridley Springs Apartments II, 210 Ford Avenue, Gridley

Kathy Court Apartments, Paradise (12 units, family, RSC) – All public approvals and authorizations have been secured, the contractor has been issued a Notice to Proceed and intends to mobilize promptly. The project is scheduled to see completion in nine months.



Kathy Court Apartments, Kay Court, Paradise - Rendering

2131 Fogg Ave, Oroville (SFH, HACB) – The single-family house is vacant, as of mid-April. Board action was approved to remove the building in anticipation of a multi-family development initiative. A contractor is being secured to complete the removal.

1744 Laurel St, Chico (SFH, HACB) – This single family 2-bedroom, 1 bath house is currently vacant. A closed session agenda item is scheduled again for this month’s Board meeting, to discuss direction for the property.



Single Family Home - 1744 Laurel Street, Chico



November 7, 2023

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

RE: October 2023 HACB Monthly Financial Package

Dear Mr. Mayer:

Below is a summary of the October 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. 2023/2024 Performance Review
9. Capital Improvement Summary

1519 Locust Apartments

Monthly Highlights:

- **Occupancy** – 100% at the end of October. There were no move-outs or move-ins during the month.
- **Rent Collection** –
 - ✓ Unit #6 owes for September rent along with a late fee.
 - ✓ All other tenants paid in full.

Mr. Ed Mayer, Executive Director
Chico, California

- **Expense Variances –**
 - ✓ Utility, Turnover, and Maintenance expenses were all below budget for the month.

Alamont Apartments

Monthly Highlights:

- **Occupancy –** 96.66% at the end of October.
 - ✓ Unit #26 was vacant during the month. We are marketing the unit, but a qualified applicant has not yet applied for the unit.
- **Rent Collection –**
 - ✓ All tenants paid in full.
- **Expense Variances –**
 - ✓ Exterminator cost was over budget by \$480.00 due to an extra bed bug treatment for unit #18.
 - ✓ Water expense was over budget by \$358.65. We anticipate these costs coming down as we are cutting back on irrigation as we approach the fall weather.
 - ✓ All other expense categories were close to or below the budgeted amount.

Cordillera/Cameo Drive Apartments

Monthly Highlights:

- **Occupancy –** 96% as of the end of October. There was one vacant unit #49-3A. This is a Behavioral Health unit. We are working with their team to find a qualified resident.
- **Rent Collection**
 - ✓ Unit #37-1 made a partial payment for October rent. We are working with them on a repayment plan to pay off their balance of \$763.62.
 - ✓ Unit #45-3 made a partial payment in October with a balance of \$1,265.00 remaining. They have let us know they will be moving out in November as they have lost their job and cannot make the rent payments.
 - ✓ All other tenants paid in full.
- **Expense Variances –**
 - ✓ Water expense was over budget by \$239.83 for the month.
 - ✓ Maintenance expenses were below budget by \$733.34 for the month.
- **Owner Distribution -** There was an owner draw of \$1,511.20 for the month per the new monthly owner distribution guidelines.

Mr. Ed Mayer, Executive Director
Chico, California

Evanswood Estates Apartments

Monthly Highlights:

- **Occupancy** – 96.42% at the end of October. There is one vacant unit #40, which was vacant as of October 10th. An approved applicant moved in on November 4th.
- **Rent Collection**
 - ✓ Unit #5 and #36 have small outstanding balances. We are working with them on payment arrangements to get these balances caught up.
 - ✓ All other tenants paid in full.
- **Expense Variances**
 - ✓ Overall, expenses were in line with the budget, except for Utilities as Water costs were above budget by \$288.66.
- **Capital Improvements**
 - ✓ A new water heater was installed in unit #360 and paid for through the 2020A Bond.
- **Owner Distribution** - There was an owner draw of \$1,642.04 for the month per the new monthly owner distribution guidelines.

Evanswood #21, #25, and #33

Monthly Highlights

- **Occupancy** – 100% at the end of October. There we no move-outs or move-ins during the month.
- **Rent Collection** – 100% of rent was collected.
- **Expense Variances**
 - ✓ Overall, expenses were in line with the budget.
- **Owner Distribution** - There was an owner draw of \$73.30 for the month per the new monthly owner distribution guidelines.

Kathy Court Apartments

Monthly Highlights: None at this time.

Mr. Ed Mayer, Executive Director
Chico, California

Lincoln Apartments

Monthly Highlights:

- **Occupancy** – 94.44% as of the end of October. There was one vacant unit #8, who moved out on the 25th of October. We have a pending application for this unit.
- **Rent Collection**
 - ✓ Unit #19 has a small outstanding balance for October rent.
 - ✓ All other tenants paid in full.
- **Expense Variances** –
 - ✓ Overall, expenses were in line with the budget.

Park Place Apartments

Monthly Highlights:

- **Occupancy** – 97.5% as of the end of October. There was one vacant unit #29. The former resident passed away on 10/17. We had four move ins during the month, units #8, #16, #18 and unit #35.
- **Rent Collection**
 - ✓ Unit #19 – has a \$35.00 outstanding balance for October rent.
 - ✓ All other tenants paid in full.
- **Expense Variances** –
 - ✓ Legal Fees were over budget by \$327.55 for the eviction costs for units #16 and #18. We recovered the cost of the eviction fees associated with unit #16.
 - ✓ Turnover costs were significantly higher than the budget due to the expenses incurred for the turnovers for units #16, #18 and #35.
 - ✓ Maintenance expenses were higher than the budgeted figure for the on-site cleaning staff for the cleaning of the turnover units.
- **Capital Improvements**
 - ✓ Sidewalk repairs near unit #11 as a result of tree roots lifting the concrete.
 - ✓ New carpeting was installed in units #16, #18 and unit #35.
 - ✓ A new refrigerator was installed in unit #18.

Mr. Ed Mayer, Executive Director
Chico, California

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

Respectfully,

A handwritten signature in black ink, appearing to read 'Richard Gillaspie', with a stylized, cursive style.

Richard Gillaspie
Property Manager
RG:ph

Cash Flow Statement

Period = Oct 2023

Book = Accrual ; Tree = hach-cf

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	31,295.00	102.08	31,295.00	102.08
Manager Unit	-1,060.00	-3.46	-1,060.00	-3.46
TOTAL RENTAL INCOME	30,235.00	98.62	30,235.00	98.62
NET RENTAL INCOME	30,235.00	98.62	30,235.00	98.62
SERVICE INCOME				
Laundry Income	391.67	1.28	391.67	1.28
Application Fees	30.00	0.10	30.00	0.10
Interest - General Savings	0.34	0.00	0.34	0.00
Interest - General Checking	0.39	0.00	0.39	0.00
TOTAL SERVICE INCOME	422.40	1.38	422.40	1.38
TOTAL INCOME	30,657.40	100.00	30,657.40	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Advertising	64.50	0.21	64.50	0.21
Forms/Office Supplies	69.75	0.23	69.75	0.23
TOTAL RENTING EXPENSES	134.25	0.44	134.25	0.44
ADMINISTRATIVE EXPENSES				
Resident Manager Expense	307.43	1.00	307.43	1.00
Management Fee	1,686.16	5.50	1,686.16	5.50
Cellular	51.93	0.17	51.93	0.17
Internet	112.06	0.37	112.06	0.37
Asset Management Fee	300.00	0.98	300.00	0.98
License and Permits	35.69	0.12	35.69	0.12
TOTAL ADMINISTRATIVE EXPENSES	2,493.27	8.13	2,493.27	8.13
UTILITY EXPENSES				
Electricity	835.01	2.72	835.01	2.72
Exterminator	580.00	1.89	580.00	1.89
Garbage/Trash	313.98	1.02	313.98	1.02
Water	968.65	3.16	968.65	3.16
Sewer	614.67	2.00	614.67	2.00
TOTAL UTILITY EXPENSES	3,312.31	10.80	3,312.31	10.80
MAINTENANCE EXPENSES				
Landscape Maintenance - Contract	745.00	2.43	745.00	2.43
On-Site Ground Staff	72.00	0.23	72.00	0.23
On-Site Cleaning Staff	36.00	0.12	36.00	0.12
Repairs - Labor	304.25	0.99	304.25	0.99
Repairs - Materials	166.44	0.54	166.44	0.54
Pool Maintenance	579.75	1.89	579.75	1.89
Service - Appliances	252.63	0.82	252.63	0.82
TOTAL MAINTENANCE EXPENSES	2,156.07	7.03	2,156.07	7.03
TAX and INSURANCE EXPENSE				
Insurance	832.11	2.71	832.11	2.71
TOTAL TAX and INSURANCE EXPENSE	832.11	2.71	832.11	2.71
TOTAL OPERATING EXPENSES	8,928.01	29.12	8,928.01	29.12
NET OPERATING INCOME	21,729.39	70.88	21,729.39	70.88
FINANCIAL EXPENSES				
Note - Principle and Interest	8,817.00	28.76	8,817.00	28.76
Capital Repl Resv Fund	750.00	2.45	750.00	2.45
TOTAL FINANCIAL EXPENSES	9,567.00	31.21	9,567.00	31.21
TOTAL CAP IMPV & FIN EXPENSE	9,567.00	31.21	9,567.00	31.21
NET INCOME	12,162.39	39.67	12,162.39	39.67

ADJUSTMENTS

Cash Flow Statement

Period = Oct 2023

Book = Accrual ; Tree = Inacc-of

	Period to Date	%	Year to Date	%
Capital Repl Res	750.00	2.45	750.00	2.45
Debt Service Reserve	8,817.00	28.76	8,817.00	28.76
Account Receivable	-335.00	-1.09	-335.00	-1.09
Prepaid Expense	-9,153.21	-29.86	-9,153.21	-29.86
Prepaid Rent	126.40	0.41	126.40	0.41
TOTAL ADJUSTMENTS	205.19	0.67	205.19	0.67
CASH FLOW	12,367.58	40.34	12,367.58	40.34

Period to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	1,499.36	4,299.60	2,800.24
Cash - General Savings	2,969.88	2,970.22	0.34
Cash - Deposit Savings	11,000.00	11,000.00	0.00
Cash - Financial Resv.	17,289.89	26,856.89	9,567.00
Petty Cash	50.00	50.00	0.00
Total Cash	32,809.13	45,176.71	12,367.58

Year to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	1,499.36	4,299.60	2,800.24
Cash - General Savings	2,969.88	2,970.22	0.34
Cash - Deposit Savings	11,000.00	11,000.00	0.00
Cash - Financial Resv.	17,289.89	26,856.89	9,567.00
Petty Cash	50.00	50.00	0.00
Total Cash	32,809.13	45,176.71	12,367.58

ALAMONT APARTMENTS

2023/2024 PERFORMANCE REVIEW

Performance Review 2023 - 24

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2019/20	22,677	23,429	23,720	22,277	23,270	25,436	24,968	24,414	24,434	23,350	25,032	25,092	288,099
TOTAL INCOME 2020/21	24,288	24,193	23,911	24,874	22,113	25,694	25,661	25,861	25,904	25,863	25,381	26,050	299,794
TOTAL INCOME 2021/22	26,058	25,567	25,380	26,065	26,969	26,503	26,573	27,591	27,780	27,756	28,012	27,086	321,339
TOTAL INCOME 2022/23	25,127	27,253	33,104	27,553	27,052	27,164	29,847	28,142	30,996	29,792	29,237	29,695	344,961
TOTAL INCOME 2023/24	30,657												
VARIANCE	5,531												5,531

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 VACANCY LOSS	-843	-840	-3,192	-1,333	-872	0	0	0	0	0	-633	2	-7,711
2020/21 VACANCY LOSS	0	0	-1,894	-4,091	-3,171	-527	0	0	0	1,141	-1,990	-749	-11,282
2021/22 VACANCY LOSS	-1,218	-925	-1,275	-279	0	0	0	0	0	0	0	-675	-4,372
2022/23 VACANCY LOSS	-2,863	-1,076	0	0	-882	-882	-985	-1,064	-680	-980	-519	0	-9,930
2023/24 VACANCY LOSS	0												
VARIANCE	2,863												2,863

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 UNPAID RENTS	-901	-561	120	0	0	0	0	-92	-757	-1,496	-203	-849	-4,738
2020/21 UNPAID RENTS	-775	-997	353	2,598	0	0	3,941	0	47	-925	0	-21	4,221
2021/22 UNPAID RENTS	-2,394	211	-4,521	-3,092	3,672	-2,027	-1,625	-2,915	52	3,823	0	-2,333	-11,149
2022/23 UNPAID RENTS	438	1,795	3,593	-932	0	0	4,041	0	-307	633	9	-50	9,219
2023/24 UNPAID RENTS	-305												
VARIANCE	-743												-743

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL OPER EXP	12,655	7,721	10,633	24,089	7,083	21,406	5,758	6,135	7,257	8,970	7,539	12,589	131,833
2020/21 TOTAL OPER EXP	8,931	8,513	9,052	16,570	18,410	14,650	7,803	6,908	7,477	12,837	12,395	8,811	132,356
2021/22 TOTAL OPER EXP	10,342	7,871	9,076	8,975	7,544	8,446	9,502	8,436	9,124	9,045	11,910	11,748	112,017
2022/23 TOTAL OPER EXP	9,874	9,363	20,418	9,489	7,158	8,850	24,351	9,160	15,181	18,461	7,831	9,256	149,391
2023/24 TOTAL OPER EXP	8,928												
VARIANCE	-946												-946

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL NOI	10,022	15,708	13,087	-1,812	16,187	4,031	19,210	18,279	17,177	14,380	17,493	12,503	156,266
2020/21 TOTAL NOI	15,358	15,680	14,859	8,304	3,703	11,044	17,858	18,953	18,426	13,026	12,986	17,239	167,438
2021/22 TOTAL NOI	15,716	17,697	16,304	17,090	19,425	18,058	17,071	19,155	18,657	18,710	16,102	15,338	209,322
2022/23 TOTAL NOI	15,253	17,890	12,686	18,064	19,894	18,315	5,496	18,982	15,815	11,331	21,406	20,439	195,570
2023/24 TOTAL NOI	21,729												
VARIANCE	6,476												6,476

Cash Flow Statement

Period = Oct 2023

Book = Accrual : Tree = haob-0f

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	18,432.00	107.96	18,432.00	107.96
Manager Unit	-1,035.00	-6.06	-1,035.00	-6.06
Vacancy Loss	-325.00	-1.90	-325.00	-1.90
TOTAL RENTAL INCOME	17,072.00	99.99	17,072.00	99.99
NET RENTAL INCOME	17,072.00	99.99	17,072.00	99.99
SERVICE INCOME				
Interest - General Savings	0.95	0.01	0.95	0.01
Interest - General Checking	0.40	0.00	0.40	0.00
TOTAL SERVICE INCOME	1.35	0.01	1.35	0.01
TOTAL INCOME	17,073.35	100.00	17,073.35	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Advertising	48.00	0.28	48.00	0.28
Forms/Office Supplies	58.85	0.34	58.85	0.34
TOTAL RENTING EXPENSES	106.85	0.63	106.85	0.63
ADMINISTRATIVE EXPENSES				
Resident Manager Expense	247.47	1.45	247.47	1.45
Management Fee	938.91	5.50	938.91	5.50
Telephone	88.54	0.52	88.54	0.52
Internet	71.95	0.42	71.95	0.42
Asset Management Fee	200.00	1.17	200.00	1.17
License and Permits	35.69	0.21	35.69	0.21
TOTAL ADMINISTRATIVE EXPENSES	1,582.56	9.27	1,582.56	9.27
UTILITY EXPENSES				
Electricity	165.72	0.97	165.72	0.97
Gas	342.55	2.01	342.55	2.01
Exterminator	70.00	0.41	70.00	0.41
Garbage/Trash	817.92	4.79	817.92	4.79
Water	800.83	4.69	800.83	4.69
Sewer	412.59	2.42	412.59	2.42
TOTAL UTILITY EXPENSES	2,609.61	15.28	2,609.61	15.28
MAINTENANCE EXPENSES				
Landscape Maintenance - Contract	820.00	4.80	820.00	4.80
Repairs - Materials	416.66	2.44	416.66	2.44
TOTAL MAINTENANCE EXPENSES	1,236.66	7.24	1,236.66	7.24
TAX and INSURANCE EXPENSE				
Insurance	983.90	5.76	983.90	5.76
TOTAL TAX and INSURANCE EXPENSE	983.90	5.76	983.90	5.76
TOTAL OPERATING EXPENSES	6,519.58	38.19	6,519.58	38.19
NET OPERATING INCOME	10,553.77	61.81	10,553.77	61.81
FINANCIAL EXPENSES				
Note - Interest	10.19	0.06	10.19	0.06
Note - Principle and Interest	5,878.00	34.43	5,878.00	34.43
Capital Repl Resv Fund	500.00	2.93	500.00	2.93
TOTAL FINANCIAL EXPENSES	6,388.19	37.42	6,388.19	37.42
TOTAL CAP IMPV & FIN EXPENSE	6,388.19	37.42	6,388.19	37.42
NET INCOME	4,165.58	24.40	4,165.58	24.40
ADJUSTMENTS				
Capital Repl Res	500.00	2.93	500.00	2.93
Debt Service Reserve	5,878.00	34.43	5,878.00	34.43
Account Receivable	-518.19	-3.04	-518.19	-3.04
Prepaid Expense	-10,822.87	-63.39	-10,822.87	-63.39

Cash Flow Statement

Period = Oct 2023

Book = Accrual . Tree = hach-cf

	Period to Date	%	Year to Date	%
Prepaid Rent	-310.00	-1.82	-310.00	-1.82
Owner Withdrawal	-1,511.20	-8.85	-1,511.20	-8.85
Note - Interest	-10.19	-0.06	-10.19	-0.06
TOTAL ADJUSTMENTS	-6,774.07	-39.68	-6,774.07	-39.68
CASH FLOW	-2,608.49	-15.28	-2,608.49	-15.28

Period to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	2,167.44	4,180.00	2,012.56
Cash - General Savings	4,841.47	842.42	-3,999.05
Cash - Deposit Savings	7,379.50	7,379.50	0.00
Cash - Financial Resv.	12,708.00	12,086.00	-622.00
Petty Cash	100.00	100.00	0.00
Total Cash	27,196.41	24,587.92	-2,608.49

Year to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	2,167.44	4,180.00	2,012.56
Cash - General Savings	4,841.47	842.42	-3,999.05
Cash - Deposit Savings	7,379.50	7,379.50	0.00
Cash - Financial Resv.	12,708.00	12,086.00	-622.00
Petty Cash	100.00	100.00	0.00
Total Cash	27,196.41	24,587.92	-2,608.49

CAMEO DR APARTMENTS
2023-2024 PERFORMANCE REVIEW

CA08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2019/20	13515	14196	14557	15528	14817	15866	15462	15353	15182	14965	14672	15254	179,368
TOTAL INCOME 2020/21	15219	14368	12405	15069	13858	13144	15841	14315	15536	15828	15848	15905	177,336
TOTAL INCOME 2021/22	16016	15732	15940	15831	16781	15690	16286	16380	16635	16710	16758	16680	195,440
TOTAL INCOME 2022/23	16682	15656	16643	16631	16630	17648	17489	17397	17451	17679	17371	17073	204,350
TOTAL INCOME 2023/24	17073												
VARIANCE	392												392

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 VACANCY LOSS	-900	-1408	0	-900	-362	0	0	0	-15400	0	0	0	-18,969
2020/21 VACANCY LOSS	-385	-575	-2720	-1,177	-1425	-2600	-215	-1645	-350	-475	-300	-271	-12,137
2021/22 VACANCY LOSS	-300	-300	-590	-300	-150	-770	0	0	0	-299	0	0	-2,709
2022/23 VACANCY LOSS	0	-1140	-37	0	0	0	0	0	-82	-303	-136	-325	-2,023
2023/24 VACANCY LOSS	-325												
VARIANCE	-325												-325

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 UNPAID RENTS	173	418	966	1100	249	920	-484	119	1258	-800	-346	25	3,598
2020/21 UNPAID RENTS	441	-313	2	1222	0	0	0	-550	-215	-203	-16	-68	302
2021/22 UNPAID RENTS	20	356	512	0	28	0	25	48	3	3	-452	103	645
2022/23 UNPAID RENTS	-512	243	628	-1137	343	1208	0	-581	-636	-1559	1447	-113	-669
2023/24 UNPAID RENTS	-429												
VARIANCE	83												83

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL OPER. EXP.	9324	5736	5837	10504	6255	8451	7597	5697	4601	6430	7913	8839	87,183
2020/21 TOTAL OPER. EXP.	7445	13909	6841	19504	10067	6697	9011	8930	7431	7245	6425	6005	109,509
2021/22 TOTAL OPER. EXP.	6291	7694	5872	6807	6532	6166	7664	6471	9952	7267	8448	7709	86,871
2022/23 TOTAL OPER. EXP.	6098	6870	8543	7605	7131	8173	10607	6494	7244	7064	5330	6459	87,619
2023/24 TOTAL OPER. EXP.	5700												
VARIANCE	-399												-399

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL NOI	4192	8459	8720	5025	8562	7415	7865	9656	-4600	8535	6759	6415	77,003
2020/21 TOTAL NOI	7774	459	5564	-4436	3791	6447	6830	5385	8105	8583	9423	9900	67,827
2021/22 TOTAL NOI	9724	8039	10069	9024	10249	9524	8623	9910	6684	9442	8310	8972	108,569
2022/23 TOTAL NOI	10583	8786	8100	9026	9499	9475	6881	10903	10207	10615	12041	10614	116,732
2023/24 TOTAL NOI	11374												
VARIANCE	790												790

Cash Flow Statement

Period = Oct 2023

Book = Accrual ; Tree = hacb-cf

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	40,165.00	106.10	40,165.00	106.10
Manager Unit	-1,390.00	-3.67	-1,390.00	-3.67
Vacancy Loss	-1,219.35	-3.22	-1,219.35	-3.22
Pet Rent	120.00	0.32	120.00	0.32
TOTAL RENTAL INCOME	37,675.65	99.52	37,675.65	99.52
NET RENTAL INCOME	37,675.65	99.52	37,675.65	99.52
SERVICE INCOME				
Application Fees	180.00	0.48	180.00	0.48
Interest - General Savings	0.31	0.00	0.31	0.00
Interest - General Checking	0.91	0.00	0.91	0.00
TOTAL SERVICE INCOME	181.22	0.48	181.22	0.48
TOTAL INCOME	37,856.87	100.00	37,856.87	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Advertising	45.00	0.12	45.00	0.12
Forms/Office Supplies	70.07	0.19	70.07	0.19
TOTAL RENTING EXPENSES	115.07	0.30	115.07	0.30
ADMINISTRATIVE EXPENSES				
Credit Reports	90.00	0.24	90.00	0.24
Resident Manager Expense	759.25	2.01	759.25	2.01
Management Fee	1,953.81	5.16	1,953.81	5.16
Miscellaneous	30.00	0.08	30.00	0.08
Telephone	57.08	0.15	57.08	0.15
Internet	53.50	0.14	53.50	0.14
Computer Service	350.00	0.92	350.00	0.92
Asset Management Fee	270.00	0.71	270.00	0.71
H/O Association Dues	5,460.00	14.42	5,460.00	14.42
License and Permits	17.00	0.04	17.00	0.04
TOTAL ADMINISTRATIVE EXPENSES	9,040.64	23.88	9,040.64	23.88
UTILITY EXPENSES				
Garbage/Trash	551.04	1.46	551.04	1.46
Water	1,388.66	3.67	1,388.66	3.67
Sewer	1,215.48	3.21	1,215.48	3.21
TOTAL UTILITY EXPENSES	3,155.18	8.33	3,155.18	8.33
MAINTENANCE EXPENSES				
On-Site Ground Staff	72.27	0.19	72.27	0.19
Repairs - Labor	2,783.97	7.35	2,783.97	7.35
On-Site Maintenance Staff	144.00	0.38	144.00	0.38
Service - HVAC	200.20	0.53	200.20	0.53
TOTAL MAINTENANCE EXPENSES	3,200.44	8.45	3,200.44	8.45
TAX and INSURANCE EXPENSE				
Insurance	2,004.33	5.29	2,004.33	5.29
TOTAL TAX and INSURANCE EXPENSE	2,004.33	5.29	2,004.33	5.29
TOTAL OPERATING EXPENSES	17,515.66	46.27	17,515.66	46.27
NET OPERATING INCOME	20,341.21	53.73	20,341.21	53.73
CAPITAL IMPROVEMENTS				
2020A - Capital Improvements	1,468.15	3.88	1,468.15	3.88
TOTAL CAPITAL IMPROVEMENTS	1,468.15	3.88	1,468.15	3.88
FINANCIAL EXPENSES				
Note - Principle and Interest	8,229.00	21.74	8,229.00	21.74
Capital Repl Resv Fund	700.00	1.85	700.00	1.85
2020A - Equity Contributions	-1,468.15	-3.88	-1,468.15	-3.88
TOTAL FINANCIAL EXPENSES	7,460.85	19.71	7,460.85	19.71

Cash Flow Statement

Period = Oct 2023

Book = Accrual, Træ = haccb-cf

	Period to Date	%	Year to Date	%
TOTAL CAP IMPV & FIN EXPENSE	8,929.00	23.59	8,929.00	23.59
NET INCOME	11,412.21	30.15	11,412.21	30.15
ADJUSTMENTS				
Capital Repl Res	700.00	1.85	700.00	1.85
Debt Service Reserve	8,229.00	21.74	8,229.00	21.74
Account Receivable	-715.65	-1.89	-715.65	-1.89
Prepaid Expense	-18,504.55	-48.88	-18,504.55	-48.88
Prepaid Rent	-1,434.00	-3.79	-1,434.00	-3.79
Owner Withdrawal	-1,642.04	-4.34	-1,642.04	-4.34
TOTAL ADJUSTMENTS	-13,367.24	-35.31	-13,367.24	-35.31
CASH FLOW	-1,955.03	-5.16	-1,955.03	-5.16

Period to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	4,884.34	5,000.00	115.66
Cash - General Savings	17,261.77	6,262.08	-10,999.69
Cash - Deposit Checking	0.00	0.00	0.00
Cash - Replacement Reserve-2015	0.00	0.00	0.00
Cash - Financial Resv.	14,595.00	23,524.00	8,929.00
Petty Cash	0.00	0.00	0.00
Total Cash	36,741.11	34,786.08	-1,955.03

Year to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	4,884.34	5,000.00	115.66
Cash - General Savings	17,261.77	6,262.08	-10,999.69
Cash - Deposit Checking	0.00	0.00	0.00
Cash - Replacement Reserve-2015	0.00	0.00	0.00
Cash - Financial Resv.	14,595.00	23,524.00	8,929.00
Petty Cash	0.00	0.00	0.00
Total Cash	36,741.11	34,786.08	-1,955.03

**EVANSWOOD ESTATES
2023 - 2024 PERFORMANCE REVIEW**

Ev08-09pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2020/2021	30695	30484	30498	30465	30384	30530	30385	30386	30387	30534	28095	30602	363445
TOTAL INCOME 2021/2022	29305	31808	32552	32191	32280	32404	32525	35170	35020	35521	35446	34722	398945
TOTAL INCOME 2022/2023	34018	32986	33827	34816	38781	37201	37345	37181	36806	36071	37346	37327	433707
TOTAL INCOME 2023/2024	39076												
VARIANCE	5058												5058
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/2021 VACANCY LOSS	0	0	0	0	0	0	0	0	0	-145	-2275	-3175	-5595
2021/2022 VACANCY LOSS	-5881	-449	0	0	0	90	-950	0	-510	0	0	-900	-8599
2022/2023 VACANCY LOSS	-1768	-2755	-2583	-1800	-2706	-674	119	-410	-1500	120	0	0	-13957
2023/2024 VACANCY LOSS	0												
VARIANCE	1768												1768
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/2021 UNPAID RENTS	-845	9	0	-50	0	0	-881	-881	-4005	290	0	18	-6345
2021/2022 UNPAID RENTS	2388	-1150	2190	0	-2505	2059	945	-810	-2383	-242	-1284	-3735	-4527
2023/2024 UNPAID RENTS	0	-1182	7824	-1843	2160	957	-50	-1305	570	-2061	2011	-1870	5210
2022/2023 UNPAID RENTS	-1840												
VARIANCE	-1840												-1840
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/21 TOTAL OPER. EXP.	25557	11708	9282	15690	13413	14583	5774	14246	12911	13704	13333	19877	170079
2021/22 TOTAL OPER. EXP.	25027	40675	31327	15331	13381	13623	18110	18175	15165	13576	14127	14044	232562
2023/24 TOTAL OPER. EXP.	14525	15863	23927	29424	29225	17944	16201	15771	18492	18486	14154	15780	229792
2022/23 TOTAL OPER. EXP.	17516												
VARIANCE	2990												2990
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/2021 TOTAL NOI	5137	18775	21217	14774	16972	15946	24612	16140	17476	16830	14762	10725	193366
2021/2022 TOTAL NOI	4279	-8867	1224	16859	18899	18781	14415	16996	19855	21945	21320	20677	166383
2023/2024 TOTAL NOI	19493	17123	9900	5392	9556	19257	21144	21411	18413	17586	23193	21547	204015
2022/2023 TOTAL NOI	21561												
VARIANCE	2068												2068

Cash Flow Statement

Period = Oct 2023

Book = Accrual ; Tree = hach-cf

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	3,491.00	103.44	3,491.00	103.44
Manager Unit	-116.00	-3.44	-116.00	-3.44
TOTAL RENTAL INCOME	3,375.00	100.00	3,375.00	100.00
NET RENTAL INCOME	3,375.00	100.00	3,375.00	100.00
TOTAL INCOME	3,375.00	100.00	3,375.00	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Forms/Office Supplies	4.95	0.15	4.95	0.15
TOTAL RENTING EXPENSES	4.95	0.15	4.95	0.15
ADMINISTRATIVE EXPENSES				
Resident Manager Expense	64.51	1.91	64.51	1.91
Management Fee	168.75	5.00	168.75	5.00
H/O Association Dues	585.00	17.33	585.00	17.33
TOTAL ADMINISTRATIVE EXPENSES	818.26	24.24	818.26	24.24
UTILITY EXPENSES				
Water	150.88	4.47	150.88	4.47
Sewer	86.82	2.57	86.82	2.57
TOTAL UTILITY EXPENSES	237.70	7.04	237.70	7.04
TOTAL OPERATING EXPENSES	1,060.91	31.43	1,060.91	31.43
NET OPERATING INCOME	2,314.09	68.57	2,314.09	68.57
NET INCOME	2,314.09	68.57	2,314.09	68.57
ADJUSTMENTS				
Prepaid Expense	-2,240.79	-66.39	-2,240.79	-66.39
Owner Withdrawal	-73.30	-2.17	-73.30	-2.17
TOTAL ADJUSTMENTS	-2,314.09	-68.57	-2,314.09	-68.57
CASH FLOW	0.00	0.00	0.00	0.00
Period to Date				
	Beginning Balance	Ending Balance	Difference	
Cash - General Checking	5,000.00	5,000.00	0.00	
Cash - General Savings	5,000.00	5,000.00	0.00	
Cash - Deposit Savings	3,900.00	3,900.00	0.00	
Total Cash	13,900.00	13,900.00	0.00	
Year to Date				
	Beginning Balance	Ending Balance	Difference	
Cash - General Checking	5,000.00	5,000.00	0.00	
Cash - General Savings	5,000.00	5,000.00	0.00	
Cash - Deposit Savings	3,900.00	3,900.00	0.00	
Total Cash	13,900.00	13,900.00	0.00	

Balance Sheet

Period = Oct 2023

Book = Accrual : Træ = hacb_bs

	Current Balance
ASSETS	
CURRENT ASSETS	
CASH	
Cash - General Checking	5,000.00
Cash - General Savings	5,000.00
Cash - Deposit Savings	3,900.00
TOTAL CASH	<u>13,900.00</u>
Prepaid Expense	2,240.79
TOTAL CURRENT ASSETS	<u>16,140.79</u>
TOTAL ASSETS	<u>16,140.79</u>
LIABILITIES and EQUITY	
LIABILITIES	
Security Deposit Collected	3,900.00
Accounts Payable	331.29
Prepaid Rent Liability	95.00
TOTAL LIABILITIES	<u>4,326.29</u>
EQUITY	
Owner Withdrawal	-30,816.72
Net Income	44,431.22
Prior Year Earnings	-1,800.00
TOTAL EQUITY	<u>11,814.50</u>
TOTAL LIABILITIES and EQUITY	<u>16,140.79</u>

Cash Flow Statement

Period = Oct 2023

Book = Accrual : Tree = hacb-cf

	Period to Date	%	Year to Date	%
PROJECT EXPENSES				
ADMINISTRATIVE EXPENSES				
Management Fee	250.00	0.00	250.00	0.00
Asset Management Fee	120.00	0.00	120.00	0.00
TOTAL ADMINISTRATIVE EXPENSES	370.00	0.00	370.00	0.00
TAX and INSURANCE EXPENSE				
Insurance	66.00	0.00	66.00	0.00
TOTAL TAX and INSURANCE EXPENSE	66.00	0.00	66.00	0.00
TOTAL OPERATING EXPENSES	436.00	0.00	436.00	0.00
NET OPERATING INCOME	-436.00	0.00	-436.00	0.00
NET INCOME	-436.00	0.00	-436.00	0.00
ADJUSTMENTS				
TOTAL ADJUSTMENTS	0.00	0.00	0.00	0.00
CASH FLOW	-436.00	0.00	-436.00	0.00

Period to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	1,921.96	1,485.96	-436.00
Cash - General Savings	0.00	0.00	0.00
Cash - Replacement Reserve-2015	0.00	0.00	0.00
Cash - Financial Resv.	0.00	0.00	0.00
Total Cash	1,921.96	1,485.96	-436.00

Year to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	1,921.96	1,485.96	-436.00
Cash - General Savings	0.00	0.00	0.00
Cash - Replacement Reserve-2015	0.00	0.00	0.00
Cash - Financial Resv.	0.00	0.00	0.00
Total Cash	1,921.96	1,485.96	-436.00

Cash Flow Statement

Period = Oct 2023

Book = Accrual , Tree = hatb-cf

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	15,578.00	104.63	15,578.00	104.63
Manager Unit	-858.00	-5.76	-858.00	-5.76
Vacancy Loss	-187.75	-1.26	-187.75	-1.26
TOTAL RENTAL INCOME	14,532.25	97.61	14,532.25	97.61
NET RENTAL INCOME	14,532.25	97.61	14,532.25	97.61
SERVICE INCOME				
Laundry Income	355.85	2.39	355.85	2.39
Interest - General Savings	0.35	0.00	0.35	0.00
Interest - General Checking	0.21	0.00	0.21	0.00
TOTAL SERVICE INCOME	356.41	2.39	356.41	2.39
TOTAL INCOME	14,888.66	100.00	14,888.66	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Advertising	53.20	0.36	53.20	0.36
Forms/Office Supplies	44.62	0.30	44.62	0.30
TOTAL RENTING EXPENSES	97.82	0.66	97.82	0.66
ADMINISTRATIVE EXPENSES				
Credit Reports	30.00	0.20	30.00	0.20
Resident Manager Expense	227.40	1.53	227.40	1.53
Management Fee	829.20	5.57	829.20	5.57
Telephone	49.72	0.33	49.72	0.33
Internet	80.25	0.54	80.25	0.54
Asset Management Fee	180.00	1.21	180.00	1.21
TOTAL ADMINISTRATIVE EXPENSES	1,396.57	9.38	1,396.57	9.38
UTILITY EXPENSES				
Electricity	474.86	3.19	474.86	3.19
Gas	35.27	0.24	35.27	0.24
Garbage/Trash	193.94	1.30	193.94	1.30
Water	391.84	2.63	391.84	2.63
Sewer	392.95	2.64	392.95	2.64
TOTAL UTILITY EXPENSES	1,488.86	10.00	1,488.86	10.00
MAINTENANCE EXPENSES				
Landscape Maintenance - Contract	315.36	2.12	315.36	2.12
Repairs - Labor	397.26	2.67	397.26	2.67
On-Site Maintenance Staff	808.11	5.43	808.11	5.43
Repairs - Materials	227.06	1.53	227.06	1.53
TOTAL MAINTENANCE EXPENSES	1,747.79	11.74	1,747.79	11.74
TAX and INSURANCE EXPENSE				
Insurance	665.26	4.47	665.26	4.47
TOTAL TAX and INSURANCE EXPENSE	665.26	4.47	665.26	4.47
TOTAL OPERATING EXPENSES	5,396.30	36.24	5,396.30	36.24
NET OPERATING INCOME	9,492.36	63.76	9,492.36	63.76
FINANCIAL EXPENSES				
Note - Principle and Interest	5,290.00	35.53	5,290.00	35.53
Capital Repl Resv Fund	450.00	3.02	450.00	3.02
TOTAL FINANCIAL EXPENSES	5,740.00	38.55	5,740.00	38.55
TOTAL CAP IMPV & FIN EXPENSE	5,740.00	38.55	5,740.00	38.55
NET INCOME	3,752.36	25.20	3,752.36	25.20
ADJUSTMENTS				
Capital Repl Res	450.00	3.02	450.00	3.02
Debt Service Reserve	5,290.00	35.53	5,290.00	35.53
Account Receivable	-772.25	-5.19	-772.25	-5.19

Cash Flow Statement

Period = Oct 2023

Book = Accrual - Tree # Itab-0f

	Period to Date	%	Year to Date	%
Prepaid Expense	-7,317.87	-49.15	-7,317.87	-49.15
Prepaid Rent	-42.00	-0.28	-42.00	-0.28
TOTAL ADJUSTMENTS	-2,392.12	-16.07	-2,392.12	-16.07
CASH FLOW	1,360.24	9.14	1,360.24	9.14

Period to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	11,444.54	7,064.43	-4,380.11
Cash - General Savings	6,615.33	6,615.68	0.35
Cash - Deposit Checking	0.00	0.00	0.00
Cash - Deposit Savings	5,700.00	5,700.00	0.00
Cash - Replacement Reserve-2015	0.00	0.00	0.00
Cash - Financial Resv.	41,471.00	47,211.00	5,740.00
Petty Cash	100.00	100.00	0.00
Total Cash	65,330.87	66,691.11	1,360.24

Year to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	11,444.54	7,064.43	-4,380.11
Cash - General Savings	6,615.33	6,615.68	0.35
Cash - Deposit Checking	0.00	0.00	0.00
Cash - Deposit Savings	5,700.00	5,700.00	0.00
Cash - Replacement Reserve-2015	0.00	0.00	0.00
Cash - Financial Resv.	41,471.00	47,211.00	5,740.00
Petty Cash	100.00	100.00	0.00
Total Cash	65,330.87	66,691.11	1,360.24

LINCOLN APARTMENTS

2023 / 2024 PERFORMANCE REVIEW

LNA07-08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2019/20	12781	12076	11392	11908	13498	12364	11752	12292	11984	12389	12588	11995	147,019
TOTAL INCOME 2020/21	13656	12790	12338	11729	12779	12730	12724	12771	13183	12278	13929	12111	153,018
TOTAL INCOME 2021/22	12920	14529	11291	11888	12538	12714	12573	13846	13432	13742	13790	13682	156,945
TOTAL INCOME 2022/23	13698	14115	13610	14110	13713	14194	13951	13625	14588	14727	14040	14438	168,810
TOTAL INCOME 2023/24	15076												
VARIANCE	1378												1,378
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 VACANCY LOSS	0	0	-625	108	0	0	-650	-455	-450	0	0	0	-2,071
2021/21 VACANCY LOSS	0	0	0	0	0	0	0	0	0	-625	1127	-1430	-928
2021/22 VACANCY LOSS	0	-691	-1603	-845	-457	0	0	-653	-169	0	0	0	-4,418
2022/23 VACANCY LOSS	0	-550	0	0	0	0	0	-1059	149	0	0	0	-1,460
2023/24 VACANCY LOSS	0												
VARIANCE	0												0
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 UNPAID RENTS	540	-160	-412	-518	1012	25	-119	97	0	15	0	-1530	-1,245
2020/21 UNPAID RENTS	1633	53	-750	-797	0	0	78	-25	25	240	-1670	930	-284
2021/22 UNPAID RENTS	-43	216	76	725	-482	477	-31	-226	7	-22	-6	-6	
2022/23 UNPAID RENTS	-6	17	-569	0	18	-47	94	0	-26	0	26	0	
2023/24 UNPAID RENTS	-960												
VARIANCE	-954												-954
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL OPER. EXP.	3776	3954	5080	7130	4251	4237	3991	4141	4666	6306	4083	3976	55,592
2020/21 TOTAL OPER. EXP.	4449	4682	7215	5573	5439	4671	4750	5599	4429	5103	8087	6334	66,330
2021/22 TOTAL OPER. EXP.	4741	5505	7678	10341	7310	8900	4505	5386	5893	5317	5502	4801	75,880
2022/23 TOTAL OPER. EXP.	5086	5673	6874	6839	4629	4847	6710	5634	7297	5761	4475	5541	69,367
2023/24 TOTAL OPER. EXP.	5396												
VARIANCE	310												310
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL NOI	9006	8121	6313	4778	9247	8127	7760	8150	7319	6083	8504	8019	91,427
2020/21 TOTAL NOI	9208	8109	5124	6156	7340	8059	7974	7172	8753	7175	5842	5777	86,688
2021/22 TOTAL NOI	8179	9024	3613	1547	5228	3814	8068	8460	7539	8425	8288	8881	81,065
2022/23 TOTAL NOI	8612	8442	6736	7271	9084	9346	7240	7991	7291	8966	9565	8897	99,443
2023/24 TOTAL NOI	9680												
VARIANCE	1068												1,068

Cash Flow Statement

Period = Oct 2023

Book = Accrual : Tree = hachb-cf

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	7,545.00	98.19	7,545.00	98.19
TOTAL RENTAL INCOME	7,545.00	98.19	7,545.00	98.19
HOA INCOME ACCOUNTS				
Late Charges	50.00	0.65	50.00	0.65
TOTAL HOA INCOME ACCOUNTS	50.00	0.65	50.00	0.65
NET RENTAL INCOME	7,595.00	98.84	7,595.00	98.84
SERVICE INCOME				
Laundry Income	89.10	1.16	89.10	1.16
Interest - General Savings	0.17	0.00	0.17	0.00
Interest - General Checking	0.19	0.00	0.19	0.00
TOTAL SERVICE INCOME	89.46	1.16	89.46	1.16
TOTAL INCOME	7,684.46	100.00	7,684.46	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Advertising	41.50	0.54	41.50	0.54
Forms/Office Supplies	16.50	0.21	16.50	0.21
TOTAL RENTING EXPENSES	58.00	0.75	58.00	0.75
ADMINISTRATIVE EXPENSES				
Management Fee	499.49	6.50	499.49	6.50
Asset Management Fee	100.00	1.30	100.00	1.30
TOTAL ADMINISTRATIVE EXPENSES	599.49	7.80	599.49	7.80
UTILITY EXPENSES				
Electricity	59.98	0.78	59.98	0.78
Exterminator	70.00	0.91	70.00	0.91
Garbage/Trash	78.72	1.02	78.72	1.02
Water	205.38	2.67	205.38	2.67
Sewer	208.61	2.71	208.61	2.71
TOTAL UTILITY EXPENSES	622.69	8.10	622.69	8.10
MAINTENANCE EXPENSES				
Landscape Maintenance - Contract	445.00	5.79	445.00	5.79
Grounds Clean-Up	89.93	1.17	89.93	1.17
Repairs - Labor	220.41	2.87	220.41	2.87
TOTAL MAINTENANCE EXPENSES	755.34	9.83	755.34	9.83
TAX and INSURANCE EXPENSE				
Insurance	373.22	4.86	373.22	4.86
TOTAL TAX and INSURANCE EXPENSE	373.22	4.86	373.22	4.86
TOTAL OPERATING EXPENSES	2,408.74	31.35	2,408.74	31.35
NET OPERATING INCOME	5,275.72	68.65	5,275.72	68.65
FINANCIAL EXPENSES				
Note - Principle and Interest	2,939.00	38.25	2,939.00	38.25
Capital Repl Resv Fund	250.00	3.25	250.00	3.25
TOTAL FINANCIAL EXPENSES	3,189.00	41.50	3,189.00	41.50
TOTAL CAP IMPV & FIN EXPENSE	3,189.00	41.50	3,189.00	41.50
NET INCOME	2,086.72	27.16	2,086.72	27.16
ADJUSTMENTS				
Capital Repl Res	250.00	3.25	250.00	3.25
Debt Service Reserve	2,939.00	38.25	2,939.00	38.25
Account Receivable	-784.00	-10.20	-784.00	-10.20
Prepaid Expense	-4,105.42	-53.42	-4,105.42	-53.42
Prepaid Rent	72.00	0.94	72.00	0.94
TOTAL ADJUSTMENTS	-1,628.42	-21.19	-1,628.42	-21.19

Cash Flow Statement

Period = Oct 2023

Book = Accrual ; Tree = hacb-cf

	Period to Date	%	Year to Date	%
CASH FLOW	458.30	5.96	458.30	5.96
Period to Date	Beginning Balance	Ending Balance	Difference	
Cash - General Checking	4,908.81	2,177.94	-2,730.87	
Cash - General Savings	6,837.62	6,837.79	0.17	
Cash - Deposit Savings	3,625.00	3,625.00	0.00	
Cash - Financial Resv.	9,134.00	12,323.00	3,189.00	
Total Cash	24,505.43	24,963.73	458.30	
Year to Date	Beginning Balance	Ending Balance	Difference	
Cash - General Checking	4,908.81	2,177.94	-2,730.87	
Cash - General Savings	6,837.62	6,837.79	0.17	
Cash - Deposit Savings	3,625.00	3,625.00	0.00	
Cash - Financial Resv.	9,134.00	12,323.00	3,189.00	
Total Cash	24,505.43	24,963.73	458.30	

1519 LOCUST STREET APARTMENTS

2023 / 2024 PERFORMANCE REVIEW

Ala08-09pr.xls

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2019/20	5,996	4,525	10,712	6,216	7,354	7,151	6,083	5,976	5,974	6,123	9,441	5,836	81,387
TOTAL INCOME 2020/21	6,087	5,709	6,285	5,912	6,918	6,833	6,642	6,540	6,940	6,809	6,877	6,877	78,430
TOTAL INCOME 2021/22	6,485	7,563	7,108	6,888	7,116	6,988	7,073	7,138	7,231	7,331	7,381	8,032	86,334
TOTAL INCOME 2022/23	7,324	6,486	6,415	6,725	7,420	7,363	7,445	7,480	8,048	7,500	7,576	7,500	87,285
TOTAL INCOME 2023/24	7,684												7,684
VARIANCE	361												79,600

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 VACANCY LOSS	0	-350	0	-416	-128	-313	0	0	0	0	0	0	-1,208
2020/21 VACANCY LOSS	0	0	0	0	0	0	-617	-268	0	0	0	0	-886
2021/22 VACANCY LOSS	-564	0	0	0	0	0	0	0	0	0	0	0	-564
2022/23 VACANCY LOSS	0	-815	-815	-642	0	0	0	0	0	0	0	0	-2,272
2023/24 VACANCY LOSS	-50												-50
VARIANCE	-50												-2,222

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 UNPAID RENTS	-383	-1,300	-199	-861	504	3	-688	-807	-807	-807	2,193	-807	-3,959
2020/21 UNPAID RENTS	-807	-1,024	-708	-839	0	-661	6,665	-455	413	-100	337	-1,202	1,619
2021/22 UNPAID RENTS	566	169	-227	-129	0	-199	-149	-99	1,239	-117	2	-815	241
2022/23 UNPAID RENTS	-1,111	1,623	645	-473	0	0	181	50	-6	-10	-70	86	915
2023/24 UNPAID RENTS	-822												-822
VARIANCE	289												1,737

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL OPER EXP	3,408	2,193	3,030	2,327	2,455	5,393	4,358	2,504	1,867	2,804	3,167	2,770	36,276
2020/21 TOTAL OPER EXP	7,918	2,361	2,046	5,026	1,888	1,897	8,844	6,166	2,415	2,264	2,470	2,508	45,803
2021/22 TOTAL OPER EXP	3,129	3,039	1,806	2,125	2,421	2,293	2,601	2,225	3,093	1,797	2,991	3,503	31,024
2022/23 TOTAL OPER EXP	2,160	5,847	8,767	8,528	2,562	2,347	3,122	4,422	3,218	2,600	1,981	2,994	48,549
2023/24 TOTAL OPER EXP	2,409												2,409
VARIANCE	249												46,140

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2019/20 TOTAL NOI	2,588	2,332	7,682	3,889	4,899	1,758	1,726	3,472	4,106	3,319	6,274	3,067	45,112
2020/21 TOTAL NOI	-1,831	3,348	4,239	887	5,029	4,936	-2,202	374	4,626	4,545	4,407	4,300	32,658
2021/22 TOTAL NOI	3,356	4,525	5,303	4,763	4,695	4,695	4,472	4,913	4,137	5,534	4,390	4,528	55,309
2022/23 TOTAL NOI	5,164	639	-2,352	-1,802	4,858	5,016	4,323	3,059	4,830	4,900	5,595	4,506	38,735
2023/24 TOTAL NOI	5,276												5,276
VARIANCE	112												33,460

Cash Flow Statement

Period = Oct 2023

Book = Accrual . Tree = hspb-cf

	Period to Date	%	Year to Date	%
INCOME				
RENTAL INCOME				
Rents - Potential	28,750.00	104.37	28,750.00	104.37
Manager Unit	-720.00	-2.61	-720.00	-2.61
Vacancy Loss	-1,761.61	-6.39	-1,761.61	-6.39
TOTAL RENTAL INCOME	26,268.39	95.36	26,268.39	95.36
NET RENTAL INCOME	26,268.39	95.36	26,268.39	95.36
SERVICE INCOME				
Late Charges	25.00	0.09	25.00	0.09
Repairs and Maintenance	942.13	3.42	942.13	3.42
Laundry Income	310.43	1.13	310.43	1.13
Interest - General Savings	0.65	0.00	0.65	0.00
Interest - General Checking	0.41	0.00	0.41	0.00
TOTAL SERVICE INCOME	1,278.62	4.64	1,278.62	4.64
TOTAL INCOME	27,547.01	100.00	27,547.01	100.00
PROJECT EXPENSES				
RENTING EXPENSES				
Advertising	71.00	0.26	71.00	0.26
Forms/Office Supplies	203.83	0.74	203.83	0.74
TOTAL RENTING EXPENSES	274.83	1.00	274.83	1.00
ADMINISTRATIVE EXPENSES				
Legal - Evictions	1,827.55	6.63	1,827.55	6.63
Resident Manager Expense	587.31	2.13	587.31	2.13
Management Fee	1,377.35	5.00	1,377.35	5.00
Internet	248.95	0.90	248.95	0.90
Asset Management Fee	400.00	1.45	400.00	1.45
License and Permits	17.00	0.06	17.00	0.06
TOTAL ADMINISTRATIVE EXPENSES	4,458.16	16.18	4,458.16	16.18
UTILITY EXPENSES				
Electricity	594.80	2.16	594.80	2.16
Gas	26.96	0.10	26.96	0.10
Exterminator	655.00	2.38	655.00	2.38
Garbage/Trash	324.16	1.18	324.16	1.18
Water	1,047.42	3.80	1,047.42	3.80
Sewer	1,736.40	6.30	1,736.40	6.30
TOTAL UTILITY EXPENSES	4,384.74	15.92	4,384.74	15.92
APARTMENT TURNOVER EXPENSES				
T/O Apt Cleaning	1,320.00	4.79	1,320.00	4.79
T/O Interior Repairs - Labor	5,788.75	21.01	5,788.75	21.01
T/O Interior Repairs - Materials	3,918.23	14.22	3,918.23	14.22
TOTAL APARTMENT T/O EXPENSES	11,026.98	40.03	11,026.98	40.03
MAINTENANCE EXPENSES				
Landscape Maintenance - Contract	725.00	2.63	725.00	2.63
On-Site Ground Staff	120.45	0.44	120.45	0.44
Repairs - Labor	1,294.46	4.70	1,294.46	4.70
Service - HVAC	190.00	0.69	190.00	0.69
TOTAL MAINTENANCE EXPENSES	2,329.91	8.46	2,329.91	8.46
TAX and INSURANCE EXPENSE				
Insurance	1,237.90	4.49	1,237.90	4.49
TOTAL TAX and INSURANCE EXPENSE	1,237.90	4.49	1,237.90	4.49
TOTAL OPERATING EXPENSES	23,712.52	86.08	23,712.52	86.08
NET OPERATING INCOME	3,834.49	13.92	3,834.49	13.92
CAPITAL IMPROVEMENTS				
2020A - Capital Improvements	9,257.22	33.61	9,257.22	33.61
Sidewalk Repairs	2,433.60	8.83	2,433.60	8.83

Cash Flow Statement

Period = Oct 2023

Book = Accrual ; Tree = Inacb-cf

	Period to Date	%	Year to Date	%
TOTAL CAPITAL IMPROVEMENTS	11,690.82	42.44	11,690.82	42.44
FINANCIAL EXPENSES				
Note - Principle and Interest	11,756.00	42.68	11,756.00	42.68
Capital Repl Resv Fund	1,000.00	3.63	1,000.00	3.63
2020A - Equity Contributions	-9,257.22	-33.61	-9,257.22	-33.61
TOTAL FINANCIAL EXPENSES	3,498.78	12.70	3,498.78	12.70
TOTAL CAP IMPV & FIN EXPENSE	15,189.60	55.14	15,189.60	55.14
NET INCOME	-11,355.11	-41.22	-11,355.11	-41.22
ADJUSTMENTS				
Capital Repl Res	1,000.00	3.63	1,000.00	3.63
Debt Service Reserve	11,756.00	42.68	11,756.00	42.68
Account Receivable	1,210.63	4.39	1,210.63	4.39
Prepaid Expense	-11,880.50	-43.13	-11,880.50	-43.13
Security Deposit Collected	1,840.00	6.68	1,840.00	6.68
Prepaid Rent	-1,208.13	-4.39	-1,208.13	-4.39
TOTAL ADJUSTMENTS	2,718.00	9.87	2,718.00	9.87
CASH FLOW	-8,637.11	-31.35	-8,637.11	-31.35

Period to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	12,299.72	3,436.30	-8,863.42
Cash - General Savings	6,934.93	4,435.58	-2,499.35
Cash - Deposit Savings	10,000.00	10,000.00	0.00
Cash - Financial Resv.	81,621.00	83,377.00	1,756.00
Petty Cash	100.00	100.00	0.00
Total Cash	110,955.65	101,348.88	-9,606.77
Year to Date	Beginning Balance	Ending Balance	Difference
Cash - General Checking	12,299.72	3,436.30	-8,863.42
Cash - General Savings	6,934.93	4,435.58	-2,499.35
Cash - Deposit Savings	10,000.00	10,000.00	0.00
Cash - Financial Resv.	81,621.00	83,377.00	1,756.00
Petty Cash	100.00	100.00	0.00
Total Cash	110,955.65	101,348.88	-9,606.77

PARK PLACE APARTMENTS

2023 / 2024 PERFORMANCE REVIEW

Ala08-09pr.xls

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2020/21	23,364	26,994	26,050	23,591	24,587	24,798	24,718	24,674	24,883	24,136	25,133	24,768	297,696
TOTAL INCOME 2021/22	24,337	23,908	24,872	24,782	23,296	26,066	25,168	26,338	25,296	26,668	26,893	27,660	305,285
TOTAL INCOME 2022/23	26,657	26,554	26,249	26,958	27,287	26,824	26,530	27,184	27,403	27,234	27,340	27,091	323,311
TOTAL INCOME 2023/24	27,547												
VARIANCE	890												890

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/21 VACANCY LOSS	43	0	-161	0	-102	-635	0	0	-40	-650	-360	0	-1,904
2021/22 VACANCY LOSS	-575	-1,612	-282	0	-1,740	-68	0	0	-738	0	0	0	-5,014
2022/23 VACANCY LOSS	0	0	-452	0	513	0	-588	-288	0	0	-503	-543	-1,862
2023/24 VACANCY LOSS	-1,762												
VARIANCE	-1,762												-1,762

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/21 UNPAID RENTS	-1,876	1,505	1,290	359	0	239	-182	-1,216	613	106	662	-718	783
2021/22 UNPAID RENTS	1,697	1,176	60	-190	-426	0	0	-1,608	1,725	0	0	0	2,434
2022/23 UNPAID RENTS	15	332	-414	-1,626	309	574	-748	-969	-364	-695	2,686	1,752	852
2023/24 UNPAID RENTS	-120												
VARIANCE	-135												-135

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/21 TOTAL OPER EXP	30,368	7,722	8,178	12,825	14,037	9,150	15	8,283	9,807	7,376	19,987	12,054	139,803
2021/22 TOTAL OPER EXP	9,275	13,239	10,511	9,762	9,086	11,293	9,156	9,455	14,212	9,838	10,518	10,363	126,708
2022/23 TOTAL OPER EXP	7,602	10,116	11,649	14,738	9,315	8,953	10,076	15,388	9,997	10,693	12,681	16,360	137,568
2023/24 TOTAL OPER EXP	23,713												
VARIANCE	16,110												16,110

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2020/21 TOTAL NOI	7,003	19,272	17,872	10,766	10,550	15,647	24,703	16,391	15,076	16,760	5,146	12,714	171,900
2021/22 TOTAL NOI	15,062	10,669	14,362	15,020	14,210	14,773	16,012	16,883	11,083	16,830	16,375	17,297	178,577
2022/23 TOTAL NOI	19,055	16,438	14,600	12,221	17,972	17,871	16,454	11,796	17,405	16,540	14,659	10,731	185,743
2023/24 TOTAL NOI	3,834												
VARIANCE	-15,221												-15,221



GRIDLEY SPRINGS November 2023

Property Status:

1. GS1 has 1 vacant unit with Zero notices to vacate.
2. GS2 has 1 vacant unit with Zero notices to vacate.
3. Both properties are scheduled for the gutters to be cleaned this month prior to the rainy season.
4. All continues to be quiet.

Sincerely,
Mac Upshaw



HACB GRIDLEY SPRINGS II
As of
October 31, 2023

<i>CASH SUMMARY - Operating Account</i>	OCTOBER		1 months YTD	
	2023	%%	2023	%%
Total Rent Revenue	16,735.00	100.00%	16,735.00	100.00%
Vacancies	(126.00)	-0.75%	(126.00)	-0.75%
Net Rental Revenue	16,609.00	99.25%	16,609.00	99.25%
Other Income	129.47	0.77%	129.47	0.77%
Total Revenue	16,738.47	100.02%	16,738.47	100.02%
Expenses:				
Administrative Expenses	2,834.21	16.94%	2,834.21	16.94%
Utilities	2,296.34	13.72%	2,296.34	13.72%
Operating & Maintenance	2,908.36	17.38%	2,908.36	17.38%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	735.86	4.40%	735.86	4.40%
Total Expenses	8,774.77	48.04%	8,774.77	51.96%
Net Operating Income	7,963.70	31.10%	7,963.70	31.10%
Interest and Finance Expense	565.08	3.38%	565.08	3.38%
Replacement Costs	10,500.00	62.74%	10,500.00	62.74%
Net Cash Flow from Operations	(3,101.38)		(3,101.38)	
Plus (Minus)				
Interest Income	(117.72)		(117.72)	
Unpaid Rent Collected (Owed)	200.00		200.00	
Prepaid Rent Received (Absorbed)	25.00		25.00	
Security Deposits Received (Refunded)	(652.00)		(652.00)	
Accrued Interest (Payment)	545.08		545.08	
Net Cash Increase (Decrease)	(3,101.02)		(3,101.02)	
Beginning of Period Cash Balance	79,177.59		79,177.59	
Contributions (Distributions) to Owner	0.00		0.00	
Transfer from (to) Impound Account	(401.33)		(401.33)	
Transfer From (to) Replacement Reserves	(450.00)		(450.00)	
Transfer from (to) Security account	0.00		0.00	
Ending Cash Balance - Operating Account	\$75,225.24		\$75,225.24	
- Replacement Reserve			\$121,118.28	
- Tax and Insurance Impounds			\$57,495.03	
- Security Deposit Accounts			\$15,296.47	

<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	0.00	Vacant units at beginning of month	0
Uncollected (Collected) During Month	200.00	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>\$200.00</u>	Vacant units at end of month	<u>0</u>

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

***** ASSETS *****

Petty Cash	250.00	
Cash - Operating	75,225.24	
Cash - Replacement Reserve	121,118.28	
Cash - Impound Account	57,495.03	
Cash - Security Deposit Account	15,296.47	
Total Cash		269,385.02

ACCOUNTS RECEIVABLE

Tenant Rent Receivable	0.00	
Total Accounts Receivable		0.00

Prepaid Expenses

	10,190.00	
Total Prepaid Expenses		10,190.00

Total Current Assets		279,575.02
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CAPITAL IMPROVEMENTS

Land	55,276.00	
Building	497,483.59	
Improvements	421,449.94	
Accumulated Depreciation	(300,085.00)	

Total Fixed Assets		674,124.53
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TOTAL ASSETS		953,699.55
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***** LIABILITIES *****

Accrued Interest-SHRA	89,886.17	
Security Deposit Liability	14,635.00	
Prepaid Rent Revenue	50.00	
Total Current Liabilities		104,571.17

Note Payable	218,032.00	
Due to the Authority	8,184.00	

Total Long Term Liabilities		226,216.00
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Total Liabilities		330,787.17
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***** OWNER'S EQUITY *****

Partner's Equity (CF Distributions)	684,336.63	
AGP Cash Flow Distributions	(56,413.00)	
Retained Earnings	(119,384.55)	
Owner Contributions/Distribution	117,474.68	
Current Year Net Income (Loss)	(3,101.38)	

Total Equity		622,912.38
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Total Liabilities & Equity⁷⁸		953,699.55
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Income Statement
HACB GRIDLEY SPRINGS II
As of
October 31, 2023

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	15,959.00	18,800.00	(2,841.00)	15,959.00	18,800.00	(2,841.00)
Tenant Assistance Payments	776.00	0.00	776.00	776.00	0.00	776.00
Total Revenue	16,735.00	18,800.00	(2,065.00)	16,735.00	18,800.00	(2,065.00)
Apartment Vacancies	(126.00)	(376.00)	250.00	(126.00)	(376.00)	250.00
Total Vacancies	(126.00)	(376.00)	250.00	(126.00)	(376.00)	250.00
NET RENTAL REVENUE	16,609.00	18,424.00	(1,815.00)	16,609.00	18,424.00	(1,815.00)
Interest Income-Other Cash	108.25	0.00	108.25	108.25	0.00	108.25
Interest Income-Sec Deposits	9.47	0.00	9.47	9.47	0.00	9.47
Total Financial Revenue	117.72	0.00	117.72	117.72	0.00	117.72
Misc Tenant Charges/Damages & Cleaning	0.00	542.00	(542.00)	0.00	542.00	(542.00)
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Other Income/Application Fee	0.00	0.00	0.00	0.00	0.00	0.00
Laundry Revenue	11.75	83.00	(71.25)	11.75	83.00	(71.25)
Total Other Revenue	11.75	625.00	(613.25)	11.75	625.00	(613.25)
TOTAL REVENUE	16,738.47	19,049.00	(2,310.53)	16,738.47	19,049.00	(2,310.53)
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	21.00	(21.00)	0.00	21.00	(21.00)
Credit Reports	0.00	0.00	0.00	0.00	0.00	0.00
Uniforms	0.00	0.00	0.00	0.00	0.00	0.00
IT Support Services	128.00	128.00	0.00	128.00	128.00	0.00
Telephone/Answering Service	105.75	70.00	35.75	105.75	70.00	35.75
Consulting/Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Mailing	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Expense/Office Personnel	0.00	29.00	(29.00)	0.00	29.00	(29.00)
Office Supplies/Expenses	17.35	385.00	(367.65)	17.35	385.00	(367.65)
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
Management Fee	1,035.00	1,080.00	(45.00)	1,035.00	1,080.00	(45.00)
Manager Salaries	1,548.11	1,875.00	(326.89)	1,548.11	1,875.00	(326.89)
Education/Registration fees	0.00	125.00	(125.00)	0.00	125.00	(125.00)
Legal Expense	0.00	29.00	(29.00)	0.00	29.00	(29.00)
Auditing Fees	0.00	0.00	0.00	0.00	0.00	0.00
Television/Cable Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Expenses	2,834.21	3,742.00	(907.79)	2,834.21	3,742.00	(907.79)
Utility Expenses						
Electricity	91.81	310.00	(218.19)	91.81	310.00	(218.19)
Water	558.98	500.00	58.98	558.98	500.00	58.98
Gas	33.07	68.00	(34.93)	33.07	68.00	(34.93)
Sewer	804.83	820.00	(15.17)	804.83	820.00	(15.17)
Garbage and Trash Removal	807.65	567.00	240.65	807.65	567.00	240.65
Total Utility Expenses	2,296.34	2,265.00	31.34	2,296.34	2,265.00	31.34

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

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Operating & Maintenance Expense						
Clean and Repair Apartment	0.00	0.00	0.00	0.00	0.00	0.00
Cleaning Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Exterminating Contract	100.00	0.00	100.00	100.00	0.00	100.00
Tree Service	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Contract	135.44	0.00	135.44	135.44	0.00	135.44
Grounds Maintenance and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Personnel	1,548.11	1,708.00	(159.89)	1,548.11	1,708.00	(159.89)
Repair Materials	426.81	2,982.00	(2,555.19)	426.81	2,982.00	(2,555.19)
Repair Contract/Vendor Labor	0.00	1,667.00	(1,667.00)	0.00	1,667.00	(1,667.00)
Electrical Repair and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
HVAC Repair/Maintenance	698.00	500.00	198.00	698.00	500.00	198.00
Appliance Repair/Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Plumbing Repair/Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Interior Painting/Supplies	0.00	0.00	0.00	0.00	0.00	0.00
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	2,908.36	6,857.00	(3,948.64)	2,908.36	6,857.00	(3,948.64)
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	463.74	418.00	45.74	463.74	418.00	45.74
Property & Liability Insurance	0.00	167.00	(167.00)	0.00	167.00	(167.00)
Worker's Compensation	133.02	297.00	(163.98)	133.02	297.00	(163.98)
Health/Dental Insurance	139.10	300.00	(160.90)	139.10	300.00	(160.90)
Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes & Insurance Expenses	735.86	1,182.00	(446.14)	735.86	1,182.00	(446.14)
TOTAL EXPENSES	8,774.77	14,046.00	(5,271.23)	8,774.77	14,046.00	(5,271.23)
NET OPERATING INCOME (LOSS)	7,963.70	5,003.00	2,960.70	7,963.70	5,003.00	2,960.70
Interest & Finance Expense						
Mortgage Interest	545.08	0.00	545.08	545.08	0.00	545.08
Bank Fees	20.00	0.00	20.00	20.00	0.00	20.00
Total Interest & Finance Expense	565.08	0.00	565.08	565.08	0.00	565.08
OPERATING PROFIT (LOSS)	7,398.62	5,003.00	2,395.62	7,398.62	5,003.00	2,395.62
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
HVAC/Plumbing Replacement	10,500.00	0.00	10,500.00	10,500.00	0.00	10,500.00
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	10,500.00	0.00	10,500.00	10,500.00	0.00	10,500.00
NET CASH FLOW FROM OPERATIONS	(3,101.38)	5,003.00	(8,104.38)	(3,101.38)	5,003.00	(8,104.38)

MEMO

Date: November 9, 2023
To: HACB Board of Commissioners
From: Larry Guanzon, Deputy Executive Director
Subject: Status Report – HACB Investor Limited Partner (ILP) LIHTC Properties

- Chico Commons Apartment, Chico (72 units, LIHTC, Family)
- Walker Commons Apartments, Chico (56 units, LIHTC, senior/disabled)
- 1200 Park Avenue Apartments, Chico (107 units, LIHTC, senior)

For Chico Commons, Walker Commons, and 1200 Park Ave. Apartments, Chico, please also see monthly reports provided by the property manager, AWI, following this memo.

Chico Commons Apartments, Chico (72 units, LIHTC, Family, MGP: Banyard Management, PM: AWI) – There are five (5) vacancies as of the 1st of November. AWI details current turnover status in the monthly narrative following, as well as unpaid rents for the month. Three units are on re-payment plans, and two units received 3/30-day notices for unpaid rent. The third and last dumpster enclosure will be upgraded and rebuilt by year end. The cost for three (3) exterior building balconies came in at approximately \$50,000, which will be completed by end of December. The expense to rebuild the balconies will come out of property reserves. Parking lot bids to repair/replace sections of asphalt have been obtained and work will be completed at year end. Annual tree trimming is being scheduled for this month. YTD income is up approximately \$49,893 compared to budget, with expenses \$19,831 more than budget YTD. Net income is \$30,061 more than budget, at \$97,580. The property is subject to repositioning, involving refinancing, capital improvements, and replacements.



Chico Commons Apartments, 2071 Amanda Way, Chico



Walker Commons Apartments, 678 Buttonwillow Lane, Chico – Clubhouse and Laundry entries

Walker Commons Apartments, Chico (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property currently has three (3) vacancies as of November 1st. Unpaid rent collection efforts include only one (1) household. The property has hired another new maintenance technician, Gregory Ramirez. A new on-site manager has been hired, a transfer from another AWI managed property - her name is Miriam Sainz. Tree trimming and roof cleanings are planned in the next quarter. Automatic door locks are being installed on the community room and laundry room, eliminating the need for staff to personally lock the two areas. Tree trimming and gutter cleaning bids are being sought. Senior service provider, Passages, has been contacted to provide supportive services for the residents. The residents and staff have also partnered to create monthly activities in support of all residents. Butte County Library services has now indicated they cannot help with services as they are understaffed. The Halloween decorating contest was a success as three households were awarded prizes. YTD income is higher than budget by approximately \$32,916, with overall expenses lower than anticipated, bringing the property's Net Income to \$117,540 more than budget, at \$150,534. Please find the AWI monthly owners report following. The property is subject to repositioning, involving refinance, capital improvements and replacements. Gutters, downspouts and fascia boards, windows, siding, and PTAC units need attention. The property generates significant cash, which will help with anticipated renovations.



Walker Commons Apts, Chico



1200 Park Avenue Apartments, Chico – Park Avenue exterior entry

1200 Park Avenue Apartments, Chico (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – There are five (5) vacancies as of this date; AWI is processing applications and preparing the units for lease. Remaining unpaid rents are in process of being collected. The new on-site manager is Denise Smith. New flooring will be installed on the first-floor lobby areas; bids are currently being sought. Several emergency exit signs were replaced with longer lasting battery life and the plan is to replace all over an extended period of time. CAA Food Distribution is on-going; resident supportive services are being sought from Passages, North Valley Catholic Social Services, or others, to provide activities for property residents. The residents and AWI staff have started their own calendar of events - monthly bingo and birthdays are celebrated. Usage of the conference room for an “art class” is scheduled for every Thursday. Butte County Library is working with the residents. The Halloween decorating contest was a success with three resident’s receiving prizes. Please find AWI’s monthly financials and narrative following. YTD income is down due to not being able to increase rents to maximum allowed by tax-credit regulation, because of State and local rent restrictions, but lower YTD expenses has yielded a Net Profit YTD that is \$19,661 more than budget, totaling \$69,887. The property is subject to repositioning, involving refinancing and capital improvements.



1200 Park Avenue Apartments, Chico – Interior Courtyard view

Chico Commons Apartments October 2023



Separate *Variance Report* explaining budget differences and expenditures.

Updates:

Chico Commons currently has 5 vacancies. One move-in and two move-outs during the month of October.

Vacancies:

- **Unit #22** – Unit market ready. Working applicants.
- **Unit #36** – Unit close to market ready. Applicant scheduled to move in 11/08/23.
- **Unit #48** – Unit market ready. Working applicants.
- **Unit #23** – Pending flooring and detail cleaning. Working on applicants.
- **Unit #20** – New move out. Abandoned unit. Will be a complete rehab. Left all belonging in the unit.

Applicant traffic at the property is low and those that apply have adverse landlord history and/or credit. Flyers have been distributed to businesses and a new banner will be installed to attract more traffic.

To date in October, 15 rents are outstanding, including the below. Property Manager is following up to collect.

- **Unit #12; Balance \$2,552** has a payment plan.
- **Unit #14; Balance \$2,831.99** has a payment plan.
- **Unit #21; Balance \$4,495.60** 3\30 day notice serve
- **Unit #30; Balance \$428** has a payment plan
- **Unit #53; Balance \$1,600.61** 3/30 day notice serve

The Tree Trimming is scheduled for November 6th - 8th.

Estimates for asphalt repairs are still in process. One vendor has visited the property, but has not supplied the bid. Staff is seeking a 2nd estimate.



The updating of the 2nd level balconies has been approved for buildings 25-32, 33-40 and 41-48. A total of \$50k to be paid from reserves. Work is scheduled to begin in mid-November.

We are currently recruiting for the part time maintenance position. Two interviews and one reference check completed. Hoping to have this position filled by next week.

Chico Commons 549
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 76,812.00	\$ 69,187.00	\$ 7,625.00	\$ 738,129.00	\$ 691,870.00	\$ 46,259.00
Vacancies	(6,805.00)	(3,459.33)	(3,345.67)	(39,094.00)	(34,593.33)	(4,500.67)
Rent Adjustments	1,115.82	(245.83)	1,361.65	(5,974.00)	(2,458.33)	(3,515.67)
Manager's Unit	(965.00)	(965.00)	0.00	(9,650.00)	(9,650.00)	0.00
Total Tenant Rent	\$ 70,157.82	\$ 64,516.84	\$ 5,640.98	\$ 683,411.00	\$ 645,168.34	\$ 38,242.66
Other Project Income:						
Laundry Income	\$ 793.13	\$ 872.67	\$ (79.54)	\$ 8,956.29	\$ 8,726.67	\$ 229.62
Interest Income	222.62	4.75	217.87	758.01	47.50	710.51
Restricted Reserve Interest Incom	0.00	0.00	0.00	838.91	0.00	838.91
Late Charges	175.00	271.08	(96.08)	3,569.00	2,710.83	858.17
Other Tenant Income	\$ 1,275.00	\$ 349.58	\$ 925.42	\$ 5,604.84	\$ 3,495.83	\$ 2,109.01
Miscellaneous Income	\$ 25.00	\$ 0.00	\$ 25.00	\$ 6,904.44	\$ 0.00	\$ 6,904.44
Other Project Income	\$ 2,490.75	\$ 1,498.08	\$ 992.67	\$ 26,631.49	\$ 14,980.83	\$ 11,650.66
Total Project Income	\$ 72,648.57	\$ 66,014.92	\$ 6,633.65	\$ 710,042.49	\$ 660,149.17	\$ 49,893.32
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 32,789.10	\$ 24,707.08	\$ 8,082.02	\$ 206,672.95	\$ 247,070.83	\$ (40,397.88)
Utilities (From Pg 2)	11,911.54	9,902.91	2,008.63	90,300.79	99,029.16	(8,728.37)
Administrative (From Pg 2)	8,911.17	11,165.74	(2,254.57)	105,845.09	111,657.49	(5,812.40)
Taxes & Insurance (From Pg 2)	2,601.92	2,767.17	(165.25)	26,680.19	27,671.67	(991.48)
Other Taxes & Insurance (Fr Page	985.06	2,744.17	(1,759.11)	11,834.64	27,441.67	(15,607.03)
Other Project Expenses	1,464.24	1,791.76	(327.52)	10,542.49	17,917.51	(7,375.02)
Total O&M Expenses	\$ 58,663.03	\$ 53,078.83	\$ 5,584.20	\$ 451,876.15	\$ 530,788.33	\$ (78,912.18)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 26,041.70	\$ 26,041.67	\$.03
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 10,800.00	\$ 10,800.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	123,744.00	25,000.00	98,744.00
Total Mortgage & Owner's Exp.	\$ 6,184.17	\$ 6,184.17	\$ 0.00	\$ 160,585.70	\$ 61,841.67	\$ 98,744.03
Total Project Expenses	\$ 64,847.20	\$ 59,263.00	\$ 5,584.20	\$ 612,461.85	\$ 592,630.00	\$ 19,831.85
Net Profit (Loss)	\$ 7,801.37	\$ 6,751.92	\$ 1,049.45	\$ 97,580.64	\$ 67,519.17	\$ 30,061.47

Other Cash Flow Items:

Chico Commons 549
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Reserve Transfers	\$ 0.00	\$ 0.00	\$ 0.00	\$ (838.91)	\$ 0.00	\$ (838.91)
T & I Transfers	(2,779.66)	0.00	(2,779.66)	(24,450.18)	0.00	(24,450.18)
Operating - MMKT- FFB*	(42,776.38)	0.00	(42,776.38)	(43,271.25)	0.00	(43,271.25)
Security Deposits Held	(650.00)	0.00	(650.00)	(600.00)	0.00	(600.00)
Authorized Reserve - Other	0.00	(12,433.33)	12,433.33	0.00	(124,333.33)	124,333.33
Pending Reserves	0.00	0.00	0.00	(2,221.84)	0.00	(2,221.84)
Tenant Receivables	(798.67)	0.00	(798.67)	1,768.97	0.00	1,768.97
Other Receivables	3,226.92	0.00	3,226.92	24,595.52	0.00	24,595.52
Accounts Payable - Trade	603.85	0.00	603.85	(22,291.15)	0.00	(22,291.15)
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	(5,208.30)	0.00	(5,208.30)
Accrued Property Taxes	0.00	0.00	0.00	370.67	0.00	370.67
Total Other Cash Flow Items	\$ (40,569.77)	\$ (12,433.33)	\$ (28,136.44)	\$ (72,146.47)	\$ (124,333.33)	\$ 52,186.86
Net Operating Cash Change	\$ (32,768.40)	\$ (5,681.41)	\$ (27,086.99)	\$ 25,434.17	\$ (56,814.16)	\$ 82,248.33

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 1,756.98	\$ 27,191.15	\$ 25,434.17
Operating - MMKT- FFB*	217,291.17	260,562.42	43,271.25
Tax & Insurance-FFB	2,752.59	27,202.77	24,450.18
Security Deposit - FFB	44,775.00	44,775.00	0.00
Reserve Acct-FFB	101,881.07	165,890.54	64,009.47
Reserve Acct - MMKT - FFB*	200,116.89	260,690.33	60,573.44
Payables & Receivables:			
Accounts Payable - Trade	25,304.52	3,013.37	(22,291.15)
Rents Receivable - Current Tenants	20,366.39	6,897.69	(13,468.70)
Allowance for Doubtful Accounts	(14,834.60)	(2,913.60)	11,921.00
Other Tenant Charges Receivable	1,964.68	1,743.41	(221.27)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 4,734.22	\$ 5,212.00	\$ (477.78)	\$ 50,548.06	\$ 52,120.00	\$ (1,571.94)
Janitorial/Cleaning Supplies	92.87	137.33	(44.46)	836.59	1,373.33	(536.74)
Plumbing Repairs	0.00	468.17	(468.17)	900.55	4,681.67	(3,781.12)
Painting & Decorating	695.50	508.17	187.33	3,553.06	5,081.67	(1,528.61)
Repairs & Maintenance - Supply	3,384.67	3,707.08	(322.41)	30,402.03	37,070.83	(6,668.80)
Repairs & Maintenance - Contract	3,408.26	1,570.58	1,837.68	19,319.16	15,705.83	3,613.33
Grounds Maintenance	1,700.00	1,908.33	(208.33)	19,070.00	19,083.33	(13.33)

Chico Commons 549
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Pest Control Service	\$ 340.00	\$ 695.08	\$ (355.08)	\$ 7,055.00	\$ 6,950.83	\$ 104.17
Fire/Alarm Services	187.26	579.33	(392.07)	4,830.59	5,793.33	(962.74)
Capital Improvements - Other	530.81	7,262.50	(6,731.69)	8,009.94	72,625.00	(64,615.06)
Capital Improvements - Flooring	3,890.97	979.17	2,911.80	24,185.61	9,791.67	14,393.94
Capital Improvements - Appliance	4,382.49	875.00	3,507.49	9,759.03	8,750.00	1,009.03
Capital Improvements - HVAC Repl	8,500.00	0.00	8,500.00	18,569.18	0.00	18,569.18
Capital Improvements - Water Heat	663.50	0.00	663.50	663.50	0.00	663.50
Carpet Cleaning	0.00	61.67	(61.67)	596.00	616.67	(20.67)
HVAC Repairs	199.00	651.08	(452.08)	7,579.15	6,510.83	1,068.32
Cable Service	79.55	49.92	29.63	795.50	499.17	296.33
Tenant Services	0.00	41.67	(41.67)	0.00	416.67	(416.67)
Total Maint. & Operating Exp.	\$ 32,789.10	\$ 24,707.08	\$ 8,082.02	\$ 206,672.95	\$ 247,070.83	\$ (40,397.88)
Utilities:						
Electricity	\$ 906.13	\$ 800.17	\$ 105.96	\$ 7,643.43	\$ 8,001.67	\$ (358.24)
Water	4,632.18	2,754.83	1,877.35	22,662.88	27,548.33	(4,885.45)
Sewer	3,396.22	2,746.58	649.64	21,571.33	27,465.83	(5,894.50)
Heating Fuel/Other	1,168.11	1,691.33	(523.22)	15,654.39	16,913.33	(1,258.94)
Garbage & Trash Removal	1,808.90	1,910.00	(101.10)	22,768.76	19,100.00	3,668.76
Total Utilities	\$ 11,911.54	\$ 9,902.91	\$ 2,008.63	\$ 90,300.79	\$ 99,029.16	\$ (8,728.37)
Administrative:						
Manager's Salary	\$ 3,652.30	\$ 4,939.00	\$ (1,286.70)	\$ 37,547.87	\$ 49,390.00	\$ (11,842.13)
Management Fees	3,600.00	3,600.00	0.00	36,000.00	36,000.00	0.00
Bad Debt Expense	960.12	1,153.83	(193.71)	19,972.12	11,538.33	8,433.79
Auditing	625.00	625.00	0.00	6,250.00	6,250.00	0.00
Legal	73.75	833.33	(759.58)	6,075.10	8,333.33	(2,258.23)
Other Administrative Expenses	0.00	14.58	(14.58)	0.00	145.83	(145.83)
Total Administrative Expense	\$ 8,911.17	\$ 11,165.74	\$ (2,254.57)	\$ 105,845.09	\$ 111,657.49	\$ (5,812.40)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 92.67	\$ (92.67)	\$ 370.67	\$ 926.67	\$ (556.00)
Property Insurance	2,601.92	2,674.50	(72.58)	26,309.52	26,745.00	(435.48)
Total Taxes & Insurance Expense	\$ 2,601.92	\$ 2,767.17	\$ (165.25)	\$ 26,680.19	\$ 27,671.67	\$ (991.48)
Other Taxes & Insurance:						
Payroll Taxes	\$ 637.19	\$ 865.83	\$ (228.64)	\$ 7,451.54	\$ 8,658.33	\$ (1,206.79)
Other Taxes, Fees & Permits	0.00	192.00	(192.00)	268.88	1,920.00	(1,651.12)
Bond Premiums	0.00	29.92	(29.92)	376.00	299.17	76.83
Worker's Compensation Insurance	327.58	766.25	(438.67)	3,435.56	7,662.50	(4,226.94)
Personnel Medical Insurance	20.29	890.17	(869.88)	302.66	8,901.67	(8,599.01)
Total Other Taxes & Insurance	\$ 985.06	\$ 2,744.17	\$ (1,759.11)	\$ 11,834.64	\$ 27,441.67	\$ (15,607.03)

Chico Commons 549
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Project Expenses						
Telephone & Answering Service	\$ 210.07	\$ 226.00	\$ (15.93)	\$ 1,897.17	\$ 2,260.00	\$ (362.83)
Internet Service	144.85	271.50	(126.65)	1,448.50	2,715.00	(1,266.50)
Advertising	100.00	54.17	45.83	100.00	541.67	(441.67)
Water/Coffee Service	5.68	0.00	5.68	47.13	0.00	47.13
Office Supplies & Expense	267.44	227.67	39.77	2,389.23	2,276.67	112.56
Postage	90.16	88.75	1.41	476.72	887.50	(410.78)
Toner/Copier Expense	303.75	188.08	115.67	1,091.47	1,880.83	(789.36)
Office Furniture & Equipment Expe	108.24	500.00	(391.76)	2,170.93	5,000.00	(2,829.07)
Travel & Promotion	0.00	70.92	(70.92)	0.00	709.17	(709.17)
Training Expense	212.17	64.67	147.50	445.22	646.67	(201.45)
Credit Checking	21.88	100.00	(78.12)	476.12	1,000.00	(523.88)
Total Other Project Expenses	\$ 1,464.24	\$ 1,791.76	\$ (327.52)	\$ 10,542.49	\$ 17,917.51	\$ (7,375.02)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 26,041.70	\$ 26,041.67	\$.03
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 10,800.00	\$ 10,800.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	123,744.00	25,000.00	98,744.00
Total Mortgage & Owner's Exp.	\$ 6,184.17	\$ 6,184.17	\$ 0.00	\$ 160,585.70	\$ 61,841.67	\$ 98,744.03
Total Expenses	\$ 64,847.20	\$ 59,263.00	\$ 5,584.20	\$ 612,461.85	\$ 592,630.00	\$ 19,831.85
Authorized Reserve - Other	\$ 0.00	\$ 12,433.33	\$ (12,433.33)	\$ 0.00	\$ 124,333.33	\$ (124,333.33)
Pending Reserves	0.00	0.00	0.00	2,221.84	0.00	2,221.84
Total Authorized Reserves	\$ 0.00	\$ 12,433.33	\$ (12,433.33)	\$ 2,221.84	\$ 124,333.33	\$ (122,111.49)

Walker Commons October 2023

Separate *Variance Report* explaining budget differences and expenditures.

Updates:

Walker Commons currently has three vacant. One move – in and one move -out during the month of October.

Vacancies:

- **Unit #25** – Unit will be market ready. Applicant close to an approval.
- **Unit #56** – Unit close to market ready. Working on applicants.
- **Unit #16** – New move-out.

To date in November, 1 rent payment is outstanding. All October rent was collected.

We are excited to announce that Gregory R. Ramirez will be joining our team as maintenance technician of Walker Commons on November 13th. An introduction letter will be distributed to all residents.

Staff is still seeking estimates for the ADA sidewalk repairs. Currently one estimate on hand and waiting for the 2nd estimate.

Estimates for tree trimming and roof cleaning are in process. Work will be completed prior to year -end.

Heather Tovey from Butte County has informed us they are not able to help with residents services - they would love to help, but they're currently understaffed. Leonne Brooke from Health Services & Medic-care services will be sending information of the resources they have to offer and coordinate a day to be at the property.



The community held a Halloween decorating contest. The residents of units: 19, 47 & 54 were the winners.



Walker Commons 550
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 42,753.00	\$ 38,993.00	\$ 3,760.00	\$ 422,440.00	\$ 389,930.00	\$ 32,510.00
Vacancies	(1,992.00)	(1,169.75)	(822.25)	(12,795.00)	(11,697.50)	(1,097.50)
Rent Adjustments	0.00	(44.17)	44.17	(161.74)	(441.67)	279.93
Manager's Unit	(728.00)	(728.00)	0.00	(7,280.00)	(7,280.00)	0.00
Total Tenant Rent	\$ 40,033.00	\$ 37,051.08	\$ 2,981.92	\$ 402,203.26	\$ 370,510.83	\$ 31,692.43
Other Project Income:						
Laundry Income	\$ 168.36	\$ 341.08	\$ (172.72)	\$ 2,615.09	\$ 3,410.83	\$ (795.74)
Interest Income	220.71	6.08	214.63	893.65	60.83	832.82
Restricted Reserve Interest Incom	398.37	0.00	398.37	1,546.79	0.00	1,546.79
Late Charges	30.00	4.17	25.83	348.00	41.67	306.33
Other Tenant Income	\$ 0.00	\$ 123.75	\$ (123.75)	\$ 571.32	\$ 1,237.50	\$ (666.18)
Other Project Income	\$ 817.44	\$ 475.08	\$ 342.36	\$ 5,974.85	\$ 4,750.83	\$ 1,224.02
Total Project Income	\$ 40,850.44	\$ 37,526.16	\$ 3,324.28	\$ 408,178.11	\$ 375,261.66	\$ 32,916.45
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 12,928.30	\$ 13,672.91	\$ (744.61)	\$ 90,828.91	\$ 136,729.16	\$ (45,900.25)
Utilities (From Pg 2)	(778.36)	4,355.00	(5,133.36)	31,149.76	43,550.00	(12,400.24)
Administrative (From Pg 2)	6,788.10	7,340.67	(552.57)	69,351.30	73,406.67	(4,055.37)
Taxes & Insurance (From Pg 2)	1,653.67	1,720.91	(67.24)	16,763.35	17,209.16	(445.81)
Other Taxes & Insurance (Fr Page	627.37	3,255.68	(2,628.31)	13,972.07	32,556.68	(18,584.61)
Other Project Expenses	854.26	1,073.25	(218.99)	7,494.36	10,732.50	(3,238.14)
Total O&M Expenses	\$ 22,073.34	\$ 31,418.42	\$ (9,345.08)	\$ 229,559.75	\$ 314,184.17	\$ (84,624.42)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 12,500.00	\$ 12,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 6,250.00	\$ 6,250.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	9,333.40	9,333.33	.07
Total Mortgage & Owner's Exp.	\$ 2,808.34	\$ 2,808.33	\$.01	\$ 28,083.40	\$ 28,083.33	\$.07
Total Project Expenses	\$ 24,881.68	\$ 34,226.75	\$ (9,345.07)	\$ 257,643.15	\$ 342,267.50	\$ (84,624.35)
Net Profit (Loss)	\$ 15,968.76	\$ 3,299.41	\$ 12,669.35	\$ 150,534.96	\$ 32,994.16	\$ 117,540.80
Other Cash Flow Items:						
Reserve Transfers	\$ (398.37)	\$ 0.00	\$ (398.37)	\$ (101,546.79)	\$ 0.00	\$ (101,546.79)
T & I Transfers	(1,731.49)	0.00	(1,731.49)	(17,279.79)	0.00	(17,279.79)
Operating - MMKT- FFB*	(209.22)	0.00	(209.22)	(813.86)	0.00	(813.86)

Walker Commons 550
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Security Deposits Held	\$ 0.00	\$ 0.00	\$ 0.00	\$ (1,380.00)	\$ 0.00	\$ (1,380.00)
Authorized Reserve - Other	0.00	(3,166.67)	3,166.67	0.00	(31,666.67)	31,666.67
Tenant Receivables	393.00	0.00	393.00	1,920.00	0.00	1,920.00
Other Receivables	2,278.67	0.00	2,278.67	15,152.35	0.00	15,152.35
Accounts Payable - Trade	120.68	0.00	120.68	(1,284.96)	0.00	(1,284.96)
Accounts Payable Other	(3,500.00)	0.00	(3,500.00)	2,052.00	0.00	2,052.00
Accrued Interest - City of Chico	1,250.00	0.00	1,250.00	(23,142.00)	0.00	(23,142.00)
Accrued Partnership Fees	625.00	0.00	625.00	6,250.00	0.00	6,250.00
Partner's Equity	0.00	0.00	0.00	(42,967.00)	0.00	(42,967.00)
Total Other Cash Flow Items	\$ (1,171.73)	\$ (3,166.67)	\$ 1,994.94	\$ (163,040.05)	\$ (31,666.67)	\$ (131,373.38)
Net Operating Cash Change	\$ 14,797.03	\$ 132.74	\$ 14,664.29	\$ (12,505.09)	\$ 1,327.49	\$ (13,832.58)

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 72,386.24	\$ 59,881.15	\$ (12,505.09)
Operating - MMKT- FFB*	255,144.80	255,958.66	813.86
Tax & Insurance - FFB	12,989.64	30,269.43	17,279.79
Security Deposit - FFB	20,950.00	20,950.00	0.00
Reserve Acct - FFB	100,746.74	40,364.07	(60,382.67)
Reserve Acct MMKT-FFB*	346,158.60	517,421.46	171,262.86
Payables & Receivables:			
Accounts Payable - Trade	3,348.97	2,064.01	(1,284.96)
Rents Receivable - Current Tenants	177.00	(1,994.00)	(2,171.00)
Other Tenant Charges Receivable	81.00	332.00	251.00

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 1,609.28	\$ 3,474.67	\$ (1,865.39)	\$ 17,997.49	\$ 34,746.67	\$ (16,749.18)
Janitorial/Cleaning Supplies	0.00	110.58	(110.58)	466.75	1,105.83	(639.08)
Plumbing Repairs	0.00	375.00	(375.00)	505.00	3,750.00	(3,245.00)
Painting & Decorating	168.72	166.67	2.05	4,963.87	1,666.67	3,297.20
Repairs & Maintenance - Supply	316.24	1,089.08	(772.84)	3,522.79	10,890.83	(7,368.04)
Repairs & Maintenance - Contract	1,989.21	1,250.00	739.21	9,683.20	12,500.00	(2,816.80)
Grounds Maintenance	2,175.00	1,908.33	266.67	18,595.00	19,083.33	(488.33)
Pest Control Service	263.00	333.33	(70.33)	2,546.00	3,333.33	(787.33)
Fire/Alarm Services	356.77	276.75	80.02	2,846.27	2,767.50	78.77
Capital Improvements - Other	0.00	2,481.50	(2,481.50)	17,310.00	24,815.00	(7,505.00)
Capital Improvements - Flooring	3,892.36	700.00	3,192.36	6,897.36	7,000.00	(102.64)
Capital Improvements - Appliance	0.00	425.00	(425.00)	0.00	4,250.00	(4,250.00)

Walker Commons 550
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - HVAC Repl	\$ 1,971.17	\$ 544.50	\$ 1,426.67	\$ 4,077.75	\$ 5,445.00	\$ (1,367.25)
Carpet Cleaning	90.00	70.83	19.17	185.00	708.33	(523.33)
HVAC Repairs	0.00	200.00	(200.00)	0.00	2,000.00	(2,000.00)
Cable Service	96.55	66.67	29.88	965.50	666.67	298.83
Tenant Services	0.00	200.00	(200.00)	266.93	2,000.00	(1,733.07)
Total Maint. & Operating Exp.	\$ 12,928.30	\$ 13,672.91	\$ (744.61)	\$ 90,828.91	\$ 136,729.16	\$ (45,900.25)
Utilities:						
Electricity	\$ 574.66	\$ 713.33	\$ (138.67)	\$ 6,689.38	\$ 7,133.33	\$ (443.95)
Water	606.53	775.00	(168.47)	7,169.07	7,750.00	(580.93)
Sewer	946.18	2,178.92	(1,232.74)	10,483.72	21,789.17	(11,305.45)
Heating Fuel/Other	72.67	177.50	(104.83)	2,332.39	1,775.00	557.39
Garbage & Trash Removal	(2,978.40)	510.25	(3,488.65)	4,475.20	5,102.50	(627.30)
Total Utilities	\$ (778.36)	\$ 4,355.00	\$ (5,133.36)	\$ 31,149.76	\$ 43,550.00	\$ (12,400.24)
Administrative:						
Manager's Salary	\$ 3,363.10	\$ 3,565.67	\$ (202.57)	\$ 33,561.30	\$ 35,656.67	\$ (2,095.37)
Management Fees	2,800.00	2,800.00	0.00	28,000.00	28,000.00	0.00
Bad Debt Expense	0.00	208.33	(208.33)	0.00	2,083.33	(2,083.33)
Auditing	625.00	625.00	0.00	6,250.00	6,250.00	0.00
Legal	0.00	125.00	(125.00)	1,540.00	1,250.00	290.00
Other Administrative Expenses	0.00	16.67	(16.67)	0.00	166.67	(166.67)
Total Administrative Expense	\$ 6,788.10	\$ 7,340.67	\$ (552.57)	\$ 69,351.30	\$ 73,406.67	\$ (4,055.37)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 10.58	\$ (10.58)	\$ 0.00	\$ 105.83	\$ (105.83)
Property Insurance	1,653.67	1,710.33	(56.66)	16,763.35	17,103.33	(339.98)
Total Taxes & Insurance Expense	\$ 1,653.67	\$ 1,720.91	\$ (67.24)	\$ 16,763.35	\$ 17,209.16	\$ (445.81)
Other Taxes & Insurance:						
Payroll Taxes	\$ 437.03	\$ 617.92	\$ (180.89)	\$ 4,705.89	\$ 6,179.17	\$ (1,473.28)
Other Taxes, Fees & Permits	0.00	295.92	(295.92)	654.99	2,959.17	(2,304.18)
Bond Premiums	0.00	23.25	(23.25)	292.00	232.50	59.50
Worker's Compensation Insurance	183.43	542.42	(358.99)	1,783.76	5,424.17	(3,640.41)
Personnel Medical Insurance	6.91	1,776.17	(1,769.26)	6,535.43	17,761.67	(11,226.24)
Total Other Taxes & Insurance	\$ 627.37	\$ 3,255.68	\$ (2,628.31)	\$ 13,972.07	\$ 32,556.68	\$ (18,584.61)
Other Project Expenses						
Telephone & Answering Service	\$ 231.08	\$ 223.00	\$ 8.08	\$ 2,292.07	\$ 2,230.00	\$ 62.07
Internet Service	71.95	197.00	(125.05)	719.50	1,970.00	(1,250.50)
Advertising	0.00	16.67	(16.67)	40.00	166.67	(126.67)
Water/Coffee Service	0.00	2.08	(2.08)	31.98	20.83	11.15
Office Supplies & Expense	0.00	325.00	(325.00)	1,687.74	3,250.00	(1,562.26)

Walker Commons 550
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Postage	\$ 45.93	\$ 81.00	\$ (35.07)	\$ 304.86	\$ 810.00	\$ (505.14)
Toner/Copier Expense	0.00	110.33	(110.33)	654.84	1,103.33	(448.49)
Office Furniture & Equipment Expe	97.41	0.00	97.41	872.16	0.00	872.16
Travel & Promotion	162.88	33.33	129.55	384.14	333.33	50.81
Training Expense	212.17	43.17	169.00	445.22	431.67	13.55
Credit Checking	32.84	41.67	(8.83)	61.85	416.67	(354.82)
Total Other Project Expenses	\$ 854.26	\$ 1,073.25	\$ (218.99)	\$ 7,494.36	\$ 10,732.50	\$ (3,238.14)
Lease Up Expenses						
Total Lease Up Expenses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Mortgage & Owner's Expense						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 12,500.00	\$ 12,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 6,250.00	\$ 6,250.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	9,333.40	9,333.33	.07
Total Mortgage & Owner's Exp.	\$ 2,808.34	\$ 2,808.33	\$.01	\$ 28,083.40	\$ 28,083.33	\$.07
Total Expenses	\$ 24,881.68	\$ 34,226.75	\$ (9,345.07)	\$ 257,643.15	\$ 342,267.50	\$ (84,624.35)
Authorized Reserve - Other	\$ 0.00	\$ 3,166.67	\$ (3,166.67)	\$ 0.00	\$ 31,666.67	\$ (31,666.67)
	\$ 0.00	\$ 3,166.67	\$ (3,166.67)	\$ 0.00	\$ 31,666.67	\$ (31,666.67)

1200 Park Avenue Apartments October 2023

Separate *Variance Report* explaining budget differences and expenditures.

Updates:

1200 Park Avenue currently has 5 vacancies. No move-ins and one move-out during the month of October.

Vacancies:

- **Unit #136** heavy turn. Close to market ready. Possible R/A transfer.
- **Unit #232** Unit market ready. Applicant close to approval
- **Unit #243** Unit close to market ready. Applicant will be moving from out of state and is scheduled to move in on 11/20/23.
- **Unit #237** Unit turn in process.

To date in November, 5 rent payments are outstanding– PM following up to collect.

The cleaning of the dryer vents on all laundry rooms has been put on hold due to the vendor changing the schedule and estimate multiple times. Staff has contacted alternative vendors.

Estimates for flooring in the first floor lobby area is still in process. This is budgeted to come from reserves in 2023. We are following up to ensure we are able to complete and pay for work by year end.

The Maintenance Tech has replaced several emergency exit signs with a model that includes additional lighting and a longer lasting battery life. The plan is to replace all over time.



The Halloween pot luck and decorating contest turned out great!! The winners were units: 246, 318 & 113!!!



Park Avenue 569
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 90,824.00	\$ 92,602.00	\$ (1,778.00)	\$ 886,299.00	\$ 926,020.00	\$ (39,721.00)
Vacancies	(2,750.00)	(2,778.08)	28.08	(24,725.00)	(27,780.83)	3,055.83
Rent Adjustments	(30.00)	0.00	(30.00)	1,027.16	0.00	1,027.16
Manager's Unit	(912.00)	(912.00)	0.00	(9,120.00)	(9,120.00)	0.00
Total Tenant Rent	\$ 87,132.00	\$ 88,911.92	\$ (1,779.92)	\$ 853,481.16	\$ 889,119.17	\$ (35,638.01)
Other Project Income:						
Laundry Income	\$ 0.00	\$ 819.50	\$ (819.50)	\$ 6,000.00	\$ 8,195.00	\$ (2,195.00)
Interest Income	98.33	0.00	98.33	428.34	0.00	428.34
Restricted Reserve Interest Incom	0.00	16.42	(16.42)	137.27	164.17	(26.90)
Late Charges	107.00	41.67	65.33	1,118.00	416.67	701.33
Other Tenant Income	\$ 407.00	\$ 350.00	\$ 57.00	\$ 4,008.00	\$ 3,500.00	\$ 508.00
Miscellaneous Income	\$ 0.00	\$ 12.50	\$ (12.50)	\$ 705.50	\$ 125.00	\$ 580.50
Other Project Income	\$ 612.33	\$ 1,240.09	\$ (627.76)	\$ 12,397.11	\$ 12,400.84	\$ (3.73)
Total Project Income	\$ 87,744.33	\$ 90,152.01	\$ (2,407.68)	\$ 865,878.27	\$ 901,520.01	\$ (35,641.74)
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 27,339.15	\$ 17,410.24	\$ 9,928.91	\$ 187,699.89	\$ 174,102.49	\$ 13,597.40
Utilities (From Pg 2)	9,189.11	12,597.93	(3,408.82)	97,078.91	125,979.18	(28,900.27)
Administrative (From Pg 2)	17,945.81	12,243.58	5,702.23	115,139.78	122,435.83	(7,296.05)
Taxes & Insurance (From Pg 2)	4,689.50	6,618.16	(1,928.66)	54,455.33	66,181.66	(11,726.33)
Other Taxes & Insurance (Fr Page	2,370.82	4,217.08	(1,846.26)	23,942.49	42,170.83	(18,228.34)
Other Project Expenses	2,245.18	1,948.93	296.25	17,318.71	19,489.18	(2,170.47)
Total O&M Expenses	\$ 63,779.57	\$ 55,035.92	\$ 8,743.65	\$ 495,635.11	\$ 550,359.17	\$ (54,724.06)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 26,242.49	\$ 26,300.42	\$ (57.93)	\$ 262,424.90	\$ 263,004.17	\$ (579.27)
Managing General Partner Fees	\$ 1,118.09	\$ 1,118.08	\$.01	\$ 11,180.90	\$ 11,180.83	\$.07
Transfer - Reserves	2,675.00	2,675.00	0.00	26,750.00	26,750.00	0.00
Total Mortgage & Owner's Exp.	\$ 30,035.58	\$ 30,093.50	\$ (57.92)	\$ 300,355.80	\$ 300,935.00	\$ (579.20)
Total Project Expenses	\$ 93,815.15	\$ 85,129.42	\$ 8,685.73	\$ 795,990.91	\$ 851,294.17	\$ (55,303.26)
Net Profit (Loss)	\$ (6,070.82)	\$ 5,022.59	\$ (11,093.41)	\$ 69,887.36	\$ 50,225.84	\$ 19,661.52
Other Cash Flow Items:						
Reserve Transfers	\$ 0.00	\$ 0.00	\$ 0.00	\$ (102.94)	\$ 0.00	\$ (102.94)
T & I Transfers	(6,514.41)	0.00	(6,514.41)	(65,029.81)	0.00	(65,029.81)

Park Avenue 569
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Operating - MMKT- FFB*	\$ (73.92)	\$ 0.00	\$ (73.92)	\$ (80,298.53)	\$ 0.00	\$ (80,298.53)
Other Cash Changes	0.00	0.00	0.00	(100.00)	0.00	(100.00)
Security Deposits Held	0.00	0.00	0.00	(1,200.00)	0.00	(1,200.00)
Authorized Reserve - Other	0.00	(7,660.42)	7,660.42	0.00	(76,604.17)	76,604.17
Pending Reserves	(995.65)	0.00	(995.65)	(40,988.60)	0.00	(40,988.60)
Tenant Receivables	10,128.82	0.00	10,128.82	4,740.26	0.00	4,740.26
Other Receivables	5,314.50	0.00	5,314.50	48,396.33	0.00	48,396.33
Accounts Payable - Trade	1,708.78	0.00	1,708.78	2,097.81	0.00	2,097.81
Accrued Expenses	(1,300.00)	0.00	(1,300.00)	0.00	0.00	0.00
Accrued Interest City of Chico	6,125.00	0.00	6,125.00	61,250.00	0.00	61,250.00
Accrued Local Administration Fee	416.67	0.00	416.67	4,166.70	0.00	4,166.70
Accrued Managing GP Fee	701.42	0.00	701.42	(24,682.80)	0.00	(24,682.80)
Accrued Interest Housing Authority	4,922.85	0.00	4,922.85	(60,399.50)	0.00	(60,399.50)
Total Other Cash Flow Items	\$ 20,434.06	\$ (7,660.42)	\$ 28,094.48	\$ (152,151.08)	\$ (76,604.17)	\$ (75,546.91)
Net Operating Cash Change	\$ 14,363.24	\$ (2,637.83)	\$ 17,001.07	\$ (82,263.72)	\$ (26,378.33)	\$ (55,885.39)

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 142,129.42	\$ 59,865.70	\$ (82,263.72)
Operating - MMKT- FFB*	10,153.81	90,452.34	80,298.53
Tax & Insurance-FFB	3,022.77	68,052.58	65,029.81
Security Deposit - FFB	36,064.00	36,064.00	0.00
Repl Reserves - Berkadia - IMP**	357,868.79	384,721.73	26,852.94
Payables & Receivables:			
Accounts Payable - Trade	3,126.97	5,224.78	2,097.81
Rents Receivable - Current Tenants	3,518.00	(481.00)	(3,999.00)
Other Tenant Charges Receivable	1,644.78	903.52	(741.26)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 6,744.80	\$ 7,313.33	\$ (568.53)	\$ 63,528.59	\$ 73,133.33	\$ (9,604.74)
Janitorial/Cleaning Supplies	548.73	318.25	230.48	2,740.71	3,182.50	(441.79)
Plumbing Repairs	0.00	191.50	(191.50)	4,455.41	1,915.00	2,540.41
Painting & Decorating	218.06	223.83	(5.77)	564.58	2,238.33	(1,673.75)
Repairs & Maintenance - Supply	4,327.00	1,000.00	3,327.00	12,032.35	10,000.00	2,032.35
Repairs & Maintenance - Contract	8,060.74	2,083.33	5,977.41	28,974.39	20,833.33	8,141.06
Grounds Maintenance	1,700.00	1,816.67	(116.67)	18,082.18	18,166.67	(84.49)
Elevator Maintenance & Contract	1,895.10	847.33	1,047.77	9,669.16	8,473.33	1,195.83
Pest Control Service	454.00	1,000.00	(546.00)	2,497.00	10,000.00	(7,503.00)

Park Avenue 569
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Fire/Alarm Services	\$ 933.45	\$ 773.33	\$ 160.12	\$ 7,093.07	\$ 7,733.33	\$ (640.26)
Security Service	681.00	701.00	(20.00)	5,889.00	7,010.00	(1,121.00)
Capital Improvements - Other	0.00	0.00	0.00	496.86	0.00	496.86
Capital Improvements - Flooring	0.00	0.00	0.00	9,830.28	0.00	9,830.28
Capital Improvements - Appliance	0.00	0.00	0.00	2,691.93	0.00	2,691.93
Capital Improvements - Water Heat	738.27	0.00	738.27	3,126.03	0.00	3,126.03
Carpet Cleaning	1,038.00	891.67	146.33	4,062.00	8,916.67	(4,854.67)
HVAC Repairs	0.00	125.00	(125.00)	1,615.00	1,250.00	365.00
Cable Service	0.00	0.00	0.00	1,087.86	0.00	1,087.86
Tenant Services	0.00	125.00	(125.00)	9,263.49	1,250.00	8,013.49
Total Maint. & Operating Exp.	\$ 27,339.15	\$ 17,410.24	\$ 9,928.91	\$ 187,699.89	\$ 174,102.49	\$ 13,597.40
Utilities:						
Electricity	\$ 5,163.93	\$ 6,182.42	\$ (1,018.49)	\$ 55,899.10	\$ 61,824.17	\$ (5,925.07)
Water	1,351.87	1,037.92	313.95	9,168.06	10,379.17	(1,211.11)
Sewer	1,785.07	4,081.67	(2,296.60)	17,413.21	40,816.67	(23,403.46)
Heating Fuel/Other	154.68	416.92	(262.24)	3,974.50	4,169.17	(194.67)
Garbage & Trash Removal	733.56	879.00	(145.44)	10,624.04	8,790.00	1,834.04
Total Utilities	\$ 9,189.11	\$ 12,597.93	\$ (3,408.82)	\$ 97,078.91	\$ 125,979.18	\$ (28,900.27)
Administrative:						
Manager's Salary	\$ 4,829.81	\$ 5,857.33	\$ (1,027.52)	\$ 44,633.65	\$ 58,573.33	\$ (13,939.68)
Management Fees	5,350.00	5,350.00	0.00	53,500.00	53,500.00	0.00
Bad Debt Expense	7,141.00	208.33	6,932.67	8,276.00	2,083.33	6,192.67
Auditing	625.00	625.00	0.00	6,250.00	6,250.00	0.00
Legal	0.00	177.92	(177.92)	1,910.80	1,779.17	131.63
Reporting Ptr/Mgmt Fees	0.00	0.00	0.00	535.00	0.00	535.00
Other Administrative Expenses	0.00	25.00	(25.00)	34.33	250.00	(215.67)
Total Administrative Expense	\$ 17,945.81	\$ 12,243.58	\$ 5,702.23	\$ 115,139.78	\$ 122,435.83	\$ (7,296.05)
Taxes & Insurance Reserve For:						
Special Assessments	\$ 0.00	\$ 26.08	\$ (26.08)	\$ 0.00	\$ 260.83	\$ (260.83)
Property Insurance	4,571.00	6,461.08	(1,890.08)	53,270.33	64,610.83	(11,340.50)
Other Insurance	118.50	131.00	(12.50)	1,185.00	1,310.00	(125.00)
Total Taxes & Insurance Expense	\$ 4,689.50	\$ 6,618.16	\$ (1,928.66)	\$ 54,455.33	\$ 66,181.66	\$ (11,726.33)
Other Taxes & Insurance:						
Payroll Taxes	\$ 975.50	\$ 1,166.25	\$ (190.75)	\$ 9,887.30	\$ 11,662.50	\$ (1,775.20)
Other Taxes, Fees & Permits	0.00	233.33	(233.33)	155.08	2,333.33	(2,178.25)
Bond Premiums	0.00	108.75	(108.75)	559.00	1,087.50	(528.50)
Worker's Compensation Insurance	416.75	982.58	(565.83)	3,950.97	9,825.83	(5,874.86)
Personnel Medical Insurance	978.57	1,726.17	(747.60)	9,390.14	17,261.67	(7,871.53)
Total Other Taxes & Insurance	\$ 2,370.82	\$ 4,217.08	\$ (1,846.26)	\$ 23,942.49	\$ 42,170.83	\$ (18,228.34)

Park Avenue 569
For the Month Ended October 31, 2023
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Project Expenses						
Telephone & Answering Service	\$ 563.77	\$ 556.00	\$ 7.77	\$ 5,643.36	\$ 5,560.00	\$ 83.36
Internet Service	874.84	355.92	518.92	3,314.82	3,559.17	(244.35)
Advertising	0.00	0.00	0.00	40.00	0.00	40.00
Water/Coffee Service	40.70	75.00	(34.30)	1,041.88	750.00	291.88
Office Supplies & Expense	144.51	433.33	(288.82)	3,252.36	4,333.33	(1,080.97)
Postage	0.00	87.67	(87.67)	587.13	876.67	(289.54)
Toner/Copier Expense	285.27	297.92	(12.65)	2,668.34	2,979.17	(310.83)
Office Furniture & Equipment Expe	0.00	0.00	0.00	(435.42)	0.00	(435.42)
Travel & Promotion	107.50	41.67	65.83	475.50	416.67	58.83
Training Expense	212.17	63.92	148.25	468.02	639.17	(171.15)
Credit Checking	16.42	29.17	(12.75)	262.72	291.67	(28.95)
Employee Meals	0.00	8.33	(8.33)	0.00	83.33	(83.33)
Total Other Project Expenses	\$ 2,245.18	\$ 1,948.93	\$ 296.25	\$ 17,318.71	\$ 19,489.18	\$ (2,170.47)
Lease Up Expenses						
Total Lease Up Expenses	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Mortgage & Owner's Expense						
Mortgage Payment	\$ 26,242.49	\$ 26,300.42	\$ (57.93)	\$ 262,424.90	\$ 263,004.17	\$ (579.27)
Managing General Partner Fees	\$ 1,118.09	\$ 1,118.08	\$.01	\$ 11,180.90	\$ 11,180.83	\$.07
Transfer - Reserves	2,675.00	2,675.00	0.00	26,750.00	26,750.00	0.00
Total Mortgage & Owner's Exp.	\$ 30,035.58	\$ 30,093.50	\$ (57.92)	\$ 300,355.80	\$ 300,935.00	\$ (579.20)
Total Expenses	\$ 93,815.15	\$ 85,129.42	\$ 8,685.73	\$ 795,990.91	\$ 851,294.17	\$ (55,303.26)
Authorized Reserve - Other	\$ 0.00	\$ 7,660.42	\$ (7,660.42)	\$ 0.00	\$ 76,604.17	\$ (76,604.17)
Pending Reserves	995.65	0.00	995.65	40,988.60	0.00	40,988.60
	\$ 995.65	\$ 7,660.42	\$ (6,664.77)	\$ 40,988.60	\$ 76,604.17	\$ (35,615.57)

Date: 11/8/2023

MEMO

To: Board of Commissions

From: Angie Little, Section 8 Housing Manager

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

Program Statistics for Period Ending	October 2023	October 2022
Number of participants as of last day of the month	36	25
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	0	0
Number of Voluntary Exits	0	1
Number of Families on FSS Waiting List	15	0
Number of participants with annual income increases (YTD)	0	8
Number of participants with new employment (YTD)	0	6
Number of participants with escrow accounts	25	22
Number of participants currently escrowing	16	14
Amount disbursed from escrow account	\$0.00	\$0.00
Balance of Escrow Account	\$127,656.91	\$127,644.14

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)	36
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 October 2023

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	10/2023 Enrollment	10/2023 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/23 - 6/30/24	\$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	7/1/23 - 6/30/24	\$120,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	13	\$18,330.00	\$70,607.00
BHHAP/Security Deposit**	7/1/23 - 6/30/24	\$3,426.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$2,026.00
BHHAP/ASOC	7/1/23 - 6/30/24	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	2	\$500.00	\$22,291.00
Totals		\$156,717.00			35			15	\$18,830.00	\$103,924.00

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:11/08/2023

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

**Written authorization given from BCDBH to take any over spent dollars from BHHAP/ASOC to cover BHHAP/Security Deposit

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
September 30, 2023

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.	2,461,415	2,451,412	438,974	171,284	1,519,135		
Umpqua - Section 8 FSS Escrow		VAR.	127,656	127,656			127,656		
Umpqua - Sec. 125 Cafeteria Plan		0.00	30,417	30,417	30,417				
FNC - Money Market Funds		VAR.	197,416	197,416	9,871	55,276	132,269		
Mechanics Bank (Security Deposit dox location)		0.00	1,487	1,487	1,487				
Petty Cash Accounts		0.00	107.34	107.34	100				
Locust St balances @ RSC		0.00	19,597	19,597	19,597				
Park Place Apts @ RSC		0.00	34,660	34,659.63	34,660				
Lincoln Apts balances @ RSC		0.00	19,646	19,646	19,646				
Kathy Court balances @ RSC		0.00	1,922	1,922	1,922				
Alamont Apts balances @ RSC		0.00	4,257	4,257	4,257				
Evanswood balances @ RSC		0.00	27,799	27,799	27,799				
New Evanswood units balances @ RSC		0.00	31,857	31,857	31,857				
Gridley Springs II @ Sackett		0.00	96,709	96,709	96,709			96,709	
Cordillera Apts (Cameo Dr) balances @ RSC		0.00	4,187	4,187	4,187				
SUBTOTAL CASH ACCOUNTS			4,059,130	4,049,127	1,440,703	226,561	1,779,059	96,709	0
TCB FLH Operating Account		0.00	77,838	77,838					77,838
TCBFLH Construction Account		VAR.	255,703	255,703					255,703
TCBFLH Tax & Insurance		VAR.	2,696	2,696					2,696
TCB FLH Reserves Security Deposits		VAR.	364,373	364,373					364,373
TCBFLH Security Deposits		VAR.	49,350	49,350					49,350
TOTAL USDA-RD FARM LABOR			749,959	749,959	0	0	0	0	749,959
BNY Mellon - Debt Reserve - 2020A			356,421	356,421	356,421				
BNY Mellon - Bond Program Acct (Proceeds) - 2020A			5,357,249	5,357,249	5,357,249				
BNY Mellon - Bond Reserve (P&I) - 2020A			547,117	547,117	547,117				
TOTAL HACB BONDS			6,260,787	6,260,787	6,260,787	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 -MATURED</i>	<i>5/2/2022</i>	<i>0.10</i>	<i>0</i>	<i>0</i>		<i>140,000</i>	<i>100,000</i>		
Morgan Stanley Bank - 5/12/22 - NEW	11/13/2023	2.25	150,000	149,415		150,000			
Greenstate Credit Union - 5/16/22 - NEW	5/16/2024	2.75	100,000	98,280			100,000		
Goldman SACHS BK NEW YORK - 5/6/2021 - NEW	6/3/2024	2.90	240,000	235,778		120,000	120,000		
<i>Meridian Bank - 1/21/22 - MATURED</i>	<i>10/21/2022</i>	<i>0.20</i>	<i>0</i>	<i>0</i>		<i>0</i>	<i>0</i>		
<i>First FNDTN BK IRVINE - 5/6/2021 - MATURED</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 - MATURED</i>	<i>11/18/2022</i>	<i>0.55</i>	<i>0</i>	<i>0</i>		<i>0</i>			
Trustone Finl Cr Un - 10/21/22 NEW	10/27/2023	4.60	150,000	149,900					
<i>Austin Telco Fed CU - 2/16/22 - MATURED</i>	<i>2/16/2023</i>	<i>0.70</i>	<i>0</i>	<i>0</i>		<i>0</i>			
<i>Hingham Instn Svgs - 01/31/22 - MATURED</i>	<i>4/28/2023</i>	<i>0.40</i>	<i>0</i>	<i>0</i>		<i>0</i>	<i>0</i>		
Global Fed Cr Union - 6/16/23 - NEW	6/17/2024	5.40	200,000	199,740		100,000	100,000		

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
 QUARTERLY CASH AND INVESTMENT REPORT
 September 30, 2023**

Western Alliance Bank - 5/5/23 - NEW	5/3/2024	5.06	100,000	99,665		50,000	50,000		
<i>Comenity Capital Bank - 5/6/2021 - MATURED</i>	<i>5/15/2023</i>	<i>0.20</i>	<i>0</i>	<i>0</i>		<i>0</i>			
<i>Lending Club Bank - 1/28/22 - MATURED</i>	<i>7/28/2023</i>	<i>0.40</i>	<i>0</i>	<i>0</i>		<i>0</i>	<i>0</i>		
MOUTAIN AMERICAN FCU 11/30/22 NEW	5/28/2024	5.00	240,000	239,138		240,000			
<i>NORHTPOINT BANK - 11/29/2022 - MATURED</i>	<i>5/30/2023</i>	<i>4.50</i>	<i>0</i>	<i>0</i>		<i>0</i>			
Centris Fed Credit Union 5/11/23 - NEW	11/25/2024	5.15	200,000	198,814		200,000			
First Technology Fed Credit Union - 5/11/23 - NEW	5/24/2024	5.25	200,000	199,622		200,000			
TOTAL FNC CD'S			1,580,000	1,570,352	0	560,000	470,000	0	0
Self-Help Credit Union - CD DTD 2/10/20 (compounding)	2/11/2024	3.56	107,116	107,116	107,116				
TOTAL CD'S			1,687,116	1,677,469	107,116	560,000	470,000	0	0
PARS SECTION 115 TRUST			var	2,352,649	2,352,649	235,265	941,059	1,176,324	
TOTAL HOUSING AUTHORITY CASH & INVESTMENTS			15,109,640	15,089,990	8,043,870	1,727,620	3,425,383	96,709	749,959

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000	1,295,376	* interest compounds to principal June 1st annually
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000	756,960	* interest compounds to principal May 1st annually
TOTAL for HACB Mortgages & Loans			1,275,000	2,052,336	

BCAHDC*	
BCAHDC Umpqua Operating Account	851,110
BCAHDC Umpqua Savings Account	342,103

BANYARD MANAGEMENT	
Banyard - Umpqua General Savings	187,899

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS
September 30, 2023

	a	b	c	=a-b-c	
HACB - Primary Government					
	Total Cash + Current Assets	Restricted Cash	Current Liabilities, less debt	9/30/2023 Available Fund Balance	9/30/2022 Available Cash Balance
<u>Unrestricted HA Owned</u>					
New units	13,900	0	4,326	9,574	-3,736
Alamont Apts	32,818	0	24,681	8,137	250,893
Cordillera/Cameo	29,521	0	17,543	11,978	85,061
Demo Housing	634,138	0	573,563	60,576	264,159
Evanswood Estates	39,356	0	53,319	-13,963	177,692
General Fund	16,307,767	10,920,303	2,646,438	2,741,026	2,002,553
Kathy Ct Apts	1,922	0	176	1,746	5,694
Lincoln Apts	65,357	0	12,717	52,640	54,858
Locust St Apts	24,593	0	15,289	9,304	41,213
Park Place Apts (Oro)	114,907	0	33,972	80,934	183,427
Total Unrestricted HA Owned	17,264,278	10,920,303	3,382,025	2,961,951	3,061,815
<u>Restricted to Federal or State Program</u>					
HCD Gridley Springs II	282,758	72,345	104,653	105,760	189,031
HUD Public Housing	5,803,120	1,320,613	4,083,659	398,847	-1,499,968
USDA Farm Labor Housing	735,266	633,844	30,603	70,819	1,736,190
HUD Section 8 HCV	2,768,362	1,252,434	1,169,923	346,005	-1,215,999
HUD FSS Program (S8)	49,524	0	1,935	47,589	103,954
Total Federal/State Programs	9,639,031	3,279,236	5,390,774	969,021	-686,792
TOTAL HACB PRIMARY GOV'T	26,903,310	14,199,539	8,772,799	3,930,972	2,375,023

HACB - Component Units					
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	9/30/2023 Available Fund Balance	9/30/2022 Available Cash Balance
<u>Restricted to Mission Stmt</u>					
BCAHDC General Fund	1,238,918	662	103,450	1,134,806	1,412,479
Banyard Management	442,793	254,893	189	187,711	215,942

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

November 9, 2023

Memo

To: HACB Board of Commissioners

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

Subject: Section 8 Management Assessment Program (SEMAP)

Attached is a copy of the Section 8 Management Assessment Program (SEMAP) Certification for the period ending September 30, 2023, as prepared by Angie Little, Section 8 Housing Manager.

Per the attached HACB self-certification, HACB will receive all of the points available, except under Indicator 13 “Lease Up”. Under this Indicator, HACB will receive fifteen (15) out of twenty (20) points available, since HACB’s lease up percentage was 97.8%. (We were only 0.2% away from the full twenty points.) Regardless, with the fifteen (15) points, our total SEMAP score is 140 points out of a possible 145 points, or 97%, resulting in HACB once again having High Performer Status.

This is five years after the Camp Fire in November 2018. In 2019, 2020, and 2021, HACB had a waiver under 24 CFR 985.101(a) for the Lease Up Indicator, allowing us to retain our High Performer status until 2022, when the waiver expired and our status fell to Standard Performer.

We attribute the success of program recovery to the dedicated work of staff, including launch of the Section 8 Project Based Voucher (PBV) program in 2023, The PBV program provided housing opportunity via three disaster recovery projects, including utilization of 165 vouchers by the end of the fiscal year.

Recommendation: Adopt Resolution No. 4910.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4910

APPROVAL OF
SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION

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

WHEREAS, program administration requires the HACB to annually submit to HUD a performance certification for the Section 8 HCV program, identified as the Section 8 Management Assessment Program (SEMAP) certification (Certification), such Certification now due for the fiscal year ending September 30, 2023; and

WHEREAS, the Board of Commissioners of the HACB has reviewed the SEMAP Certifications for Butte and Glenn Counties and found them to be a true and accurate representation of the performance of HACB in administration of the Section 8 HCV program for the fiscal year ended September 30, 2023;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to accept the Butte and Glenn County Certifications for the Section 8 Management Assessment Program for the fiscal year ending September 30, 2023, such Certifications attached to and made a part of this Resolution No 4910, and further, to authorize their submission to the U.S. Department of Housing and Urban Development; and

FURTHER BE IT RESOLVED, that to its present knowledge, there is no evidence to indicate a seriously deficit performance that casts doubt on the Housing Authority of the County of Butte's capacity to administer the Section 8 Program in accordance with federal law and regulations.

Dated: November 16, 2023.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

Section 8 Management Assessment Program (SEMAP) Certification

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
----------	--------------------------------	------------------------------

Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response At least 98% of units sampled 80 to 97% of units sampled Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response At least 90% of files sampled 80 to 89% of files sampled Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes No

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response At least 98% of cases sampled Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes No

Enter current FMRs and payment standards (PS)

0-BR FMR _____ 1-BR FMR _____ 2-BR FMR _____ 3-BR FMR _____ 4-BR FMR _____
PS _____ PS _____ PS _____ PS _____ PS _____

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

PHA Response Yes No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

PHA Response Yes No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

PHA Response Yes No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program .

Check here if not applicable

PHA Response **Yes** **No**

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;

or

- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response **Yes** **No** **If yes, attach completed deconcentration bonus indicator addendum.**

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- _____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- _____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).
- Is line c 50% or more? Yes No

- 2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- _____ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes No

- 3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- _____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).
- Is line d at least two percentage points higher than line a? Yes No

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.

Section 8 Management Assessment Program (SEMAP) Certification

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

OMB Approval No. 2577-0215
(exp. 02/29/2020)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name Housing Authority of the County of Butte	For PHA FY Ending (mm/dd/yyyy) 09/30/2023	Submission Date (mm/dd/yyyy) 11/17/2023
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Check here if the PHA expends less than \$300,000 a year in Federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response At least 98% of units sampled 80 to 97% of units sampled Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response At least 90% of files sampled 80 to 89% of files sampled Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes No

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response At least 98% of cases sampled Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).
Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes No

Enter current FMRs and payment standards (PS)

0-BR FMR <u>668</u>	1-BR FMR <u>759</u>	2-BR FMR <u>999</u>	3-BR FMR <u>1272</u>	4-BR FMR <u>1511</u>
PS <u>734</u>	PS <u>834</u>	PS <u>1098</u>	PS <u>1399</u>	PS <u>1662</u>

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes No

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes No

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

PHA Response Yes No

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

PHA Response Yes No

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

PHA Response Yes No

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)
Applies only to PHAs required to administer an FSS program .

Check here if not applicable

PHA Response Yes No

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
 - (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;
- or
- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs. Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- _____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- _____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).

Is line c 50% or more? Yes No

- 2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- _____ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).

Is line d at least two percentage points higher than line a? Yes No

- 3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- _____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).

Is line d at least two percentage points higher than line a? Yes No

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.

November 9, 2023

MEMO

To: HACB Board of Commissioners

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

Subject: HUD Public Housing Program – Adoption of 2024 Flat Rent Schedule

This action is now “routine”, being completed annually, regarding adoption of Flat Rents to be applied to the HUD Public Housing program.

The 2014 HUD Appropriations Act, Congress stipulated a change to the HUD Public Housing Program’s regulations regarding use and application of “flat rents”, the policy being more recently codified in 2016’s HOTMA regulations.

In the Public Housing program, tenants can choose to pay either 30% of their adjusted gross income towards rent and utilities, or they can pay a “flat rent”. The appropriations act stipulates that housing authorities must set Flat Rents at no less than 80% of the applicable HUD Fair Market Rent (FMR), including consideration for Utility Allowances. There are currently ten (10) Public Housing tenants that have chosen the Flat Rent option.

HUD issued 2024 Fair Market Rent data (FMR’s) on October 1, 2023, pre-requisite to analysis and revision of the HACB’s Public Housing Flat Rent Schedule for the 2024 operating year.

In summary, Resolution No. 4911 changes the Flat Rent Schedule in its entirety, updating Flat Rents in accordance with local market conditions and HUD requirements. Implementation of the recommended Flat Rent Schedule, by means of Resolution No. 4911, maintains HACB’s compliance with the Appropriations act.

Recommendation: adoption of Resolution No. 4911.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4911

DETERMINATION OF HUD PUBLIC HOUSING PROGRAM FLAT RENTS

WHEREAS, the Housing Authority of the County of Butte (HACB) administers under contract the U.S. Department of Housing and Urban Development (HUD) Public Housing (PH) program; and

WHEREAS, each year, in accordance with 24 CFR 960.253(d), the HACB sets a Flat Rent schedule for its PH properties which is designed to encourage self-sufficiency and to avoid disincentives for continuing residency by families seeking to become economically self-sufficient; and

WHEREAS, the HACB has reviewed its documentation and data regarding local rental market conditions and determined that the current Flat Rent Schedule, effected January 1, 2023, no longer reflects current market conditions and requires revision; and

WHEREAS, the HACB has reviewed its documentation and data regarding local rental markets, including its Section 8 HCV program Rent Reasonableness database and recent leasing experience of HCV program participants, and determined Flat Rent rates for its PH properties which reflect surrounding market conditions; and

WHEREAS, on May 21, 2014, HUD posted Notice PIH 2014-12: “Changes to Flat Rent Requirements – 2014 Appropriations Act.”, wherein PH programs shall set Flat Rents at no less than eighty percent of the applicable HUD-determined Fair Market Rent for the area; and

WHEREAS, the HACB has revised its PH Flat Rents schedule to comply with HUD requirements per HUD Notice 2017-23;

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to set its HUD Public Housing Flat Rents in accordance with the attached Public Housing Flat Rent Analysis and Recommendation, effective January 1, 2024, such Analysis and Recommendation attached to and made a part of this Resolution No. 4911.

Dated: November 16, 2023.

David Pittman, Board Chair

ATTEST

Edward S. Mayer, Secretary

Housing Authority of the County of Butte

Attachment to Resolution No. 4911 - HUD Low Income Public Housing Program

2024 Public Housing Flat Rent Analysis

November 16, 2023

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Area	Bedrooms	HUD Fair Market Rent (FMR)	80% of FMR	Minus 2024 UA	2023-24 Flat Rent Minimum	2023 Approved Flat Rent	Rent Comparable	Minus 2024 UA	Proposed 2024 Flat Rents	UA Notes
Chico	1	\$1,091	\$873	\$117	\$756	\$912	\$1,113	\$117	\$996	**UA \$123 if 43-3 ADA
	2	\$1,428	\$1,142	\$130	\$1,012	\$1,161	\$1,310	\$130	\$1,180	**UA's \$142 43-3 ADA and \$124 if 43-13
	3	\$2,012	\$1,610	\$144	\$1,466	\$1,601	\$1,802	\$144	\$1,658	**UA \$156 if 43-3 ADA & \$137 if 43-13
	4	\$2,423	\$1,938	\$163	\$1,775	\$1,794	\$1,993	\$163	\$1,830	
Chico <i>w/o Water & Sewer UA</i>	1	\$1,091	\$873	\$85	\$788	\$944	\$1,113	\$85	\$1,028	**UA \$91 if 43-3 ADA
	2	\$1,428	\$1,142	\$95	\$1,047	\$1,195	\$1,310	\$95	\$1,215	**UA's \$107 if 43-3 ADA and \$89 if 43-13
	3	\$2,012	\$1,610	\$107	\$1,503	\$1,637	\$1,802	\$107	\$1,695	**UA \$119 if 43-3 ADA & \$100 if 43-13
	4	\$2,423	\$1,938	\$123	\$1,815	\$1,833	\$1,993	\$123	\$1,870	
Biggs	1	\$1,091	\$873	\$70	\$803	\$960	\$1,113	\$70	\$1,043	*UA's adjusted due to HACB paying the water/sewer
	2	\$1,428	\$1,142	\$77	\$1,065	\$1,210	\$1,310	\$77	\$1,233	*UA's adjusted due to HACB paying the water/sewer
	3	\$2,012	\$1,610	\$89	\$1,521	\$1,654	\$1,802	\$89	\$1,713	*UA's adjusted due to HACB paying the water/sewer
	4	\$2,423	\$1,938	\$102	\$1,836	\$1,851	\$1,993	\$102	\$1,891	*UA's adjusted due to HACB paying the water/sewer
Gridley	1	\$1,091	\$873	\$158	\$715	\$869	\$1,113	\$158	\$955	**UA \$158 if 43-1B ADA
	2	\$1,428	\$1,142	\$169	\$973	\$1,118	\$1,310	\$169	\$1,141	
	3	\$2,012	\$1,610	\$181	\$1,429	\$1,562	\$1,802	\$181	\$1,621	
	4	\$2,423	\$1,938	\$195	\$1,743	\$1,758	\$1,993	\$195	\$1,798	
	5	\$2,786	\$2,229	\$209	\$2,020	\$1,799	\$2,027	\$209	\$1,818	
Gridley <i>w/o Water & Sewer UA</i>	1	\$1,091	\$873	\$75	\$798	\$952	\$1,113	\$75	\$1,038	**UA \$75 if 43-1B
	2	\$1,428	\$1,142	\$84	\$1,058	\$1,203	\$1,310	\$84	\$1,226	
	3	\$2,012	\$1,610	\$95	\$1,515	\$1,648	\$1,802	\$95	\$1,707	
	4	\$2,423	\$1,938	\$108	\$1,830	\$1,845	\$1,993	\$108	\$1,885	
	5	\$2,786	\$2,229	\$121	\$2,108	\$1,887	\$2,027	\$121	\$1,906	
Oroville	1	\$1,091	\$873	\$166	\$707	\$873	\$1,113	\$166	\$947	**1 & 2 Bd. units at WG don't pay water/sewer
	2	\$1,428	\$1,142	\$189	\$953	\$1,112	\$1,310	\$189	\$1,121	
	3	\$2,012	\$1,610	\$145	\$1,465	\$1,605	\$1,802	\$145	\$1,657	**UA \$133 if 43-15
Oroville <i>w/o Water & Sewer UA</i>	1	\$1,091	\$873	\$126	\$747	\$909	\$1,113	\$126	\$987	
	2	\$1,428	\$1,142	\$149	\$993	\$1,148	\$1,310	\$149	\$1,161	
	3	\$2,012	\$1,610	\$105	\$1,505	\$1,641	\$1,802	\$105	\$1,697	**UA \$102 if 43-15

November 9, 2023

MEMO

To: HACB Board of Commissioners
From: Angie Little, Section 8 Housing Manager
Subject: Resolution No. 4912
Section 8 FSS Graduate – Diana Credell

When Diana enrolled in the Family Self-Sufficiency program on February 1, 2022, she and her two children had already been participants of the Section 8 HCV program for three years. Her unemployment had just ended and she was searching for new employment.

Soon, Diana found a great job, received a substantial salary and her escrow account grew until the position ended at the end of 2022.

There were struggles while Diana searched for new employment and finally landed a full time job that started in June of 2023.

Diana now has the opportunity to purchase a mobile home and has requested to graduate from the FSS program and use her \$7,850+ FSS escrow monies towards the down payment.

Diana is excited to become a home owner, end her participation with the Section 8 HCV Program and begin a new, self sufficient life with her two children.

Recommendation: adoption of Resolution No. 4912.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4912

RECOGNITION OF SECTION 8 HCV FSS GRADUATE

DIANA CREDELL

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Butte wishes to recognize the graduates of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program (FSS); and

WHEREAS, DIANA CREDELL, entered the FSS program in February 2022; and

WHEREAS, DIANA CREDELL successfully completed her FSS Contract of Participation, effective October 31, 2023, by fulfilling all of her responsibilities under the terms of the Contract of Participation; and

WHEREAS, DIANA CREDELL obtained and maintained suitable employment and has been free of welfare assistance for over one year; and

WHEREAS, DIANA CREDELL, in completing her Contract of Participation, has accrued an FSS escrow balance of \$7,848.78;

NOW, THEREFORE, BE IT KNOWN that the Board of Commissioners of the Housing Authority of the County of Butte congratulates and presents this Resolution in recognition of DIANA CREDELL'S successful completion of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program.

Dated: November 16, 2023

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

November 9, 2023

Memo

To: Board of Commissioners
Housing Authority of the County of Butte

From: David W Pittman, Chairperson of the Board of Commissioners

Subject: Executive Director Compensation

On behalf of the Board, we are honored to recognize Executive Director Ed Mayer's exemplary performance in service to the agency, the Board, and the citizens of Butte County over the past 15 years.

For years HACB has been dealing with a huge housing shortage. Then Butte County suffered tragic loss of over 17,000 housing units and homes in Camp Fire of Paradise, North Complex of Berry Creek, and Dixie fire HACB has been tested greater than any other Housing Authority in the Nation. HACB has become the textbook example of disaster recovery. Recently showing strong leadership Ed reached out to the Housing Authority of Hawaii suffering from Maui fire conflagration offering HACB recovery experiences.

His stewardship and Housing staff have contributed to increase the HACB past inventory of 3500 units to over 2,000 new units for Butte County. Recent news articles announce the success of placing dozens of homeless populations into safe secure new housing. A significant satisfaction of HACB primary mission and goals.

Ed's dedication and steady leadership locally and nationally have ensured that the HACB continues to provide the highest level of service possible to our community regardless of conditions. With creative problem solving and always an eye to the future, Ed uses every resource available to ensure the agency's viability today and into the future. With sensitivity and compassion, he leads by example, and his staff reflects these essential values.

We are grateful for Ed's leadership, and we wish him every success with his retirement.

To this end, the Board of Commissioners proposes to publicly acknowledge our support by authorizing the following commitments to Mr. Mayer:

1. An additional eighty (80) hours of Administrative Leave time to be used within the following twelve (12) months.

Recommendation: Motion authorizing an additional eighty (80) hours of Administrative Leave to be used within the next twelve (12) months.