

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

**MEETING AGENDA**

July 18, 2024  
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.

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

<https://meet.goto.com/754704157>

You can also dial in using your phone.

Access Code:

754-704-157

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](mailto:marysolp@butte-housing.com) or call 530-895-4474 x.210.

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

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NEXT RESOLUTION NO. 4928

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS

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### 3. CONSENT CALENDAR

3.1 Minutes for the meeting of June 20, 2024

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$1,253,311.62
3.2.2	Landlords –	\$1,902,378.40
3.2.3	Payroll–	\$165,119.69

3.3 Financial Statements

3.4 Section 8 Housing Choice Voucher Program

3.5 Property Vacancy Report

3.6 Public Housing

3.7 Construction Projects

3.8 Capital Fund Improvement Projects

3.9 Farm Labor Housing Report

3.10 HACB Owned Properties

3.11 Tax Credit Properties

3.12 Family Self Sufficiency

3.13 Rental Assistance Programs

3.14 News Article

3.14.1 “Oroville City Council Oks housing project for ballot”, Michael Weber, *Chico Enterprise Record*, June 20, 2024

3.14.2 “The Foundation mixed income complex opens to first residents”, Michael Weber, *Chico Enterprise Record*, June 24, 2024

### 4. CORRESPONDENCE

4.1 CA043 Form HUD-52515 Request for FYI Vouchers, email, July 8, 2024

### 5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Public Housing Admissions and Continued Occupancy Policy (ACOP) and Section 8 Administrative Plan (AP) – Receive comments; adopt ACOP and AP.

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Recommendation:

Resolution 4928

- 5.2 Family Self-Sufficiency (FSS) – Approval of Family Self-Sufficiency (FSS) Action Plan.

Recommendation:

Resolution No. 4929

- 5.3 Agency Annual Plan and Five-Year Capital Fund Program – Receive comments; adopt Agency Plan.

Recommendation:

Resolution No. 4930

- 5.4 Capital Fund – Acceptance of HUD Capital Fund Program Grant CA01P04350124.

Recommendation:

Resolution No. 4931

- 5.5 Gridley Farm Labor Housing (FLH) Budget – Adopt FY2025 Gridley Farm Labor Housing Operating Budget.

Recommendation:

Resolution No. 4932

- 5.6 Gridley Springs II Apartments Budget – Adopt FY2025 Gridley Springs II Operating Budget.

Recommendation:

Resolution No. 4933

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

12. COMMISSIONERS' CALENDAR

- **Grand Opening The Foundation Apartments, Chico – Thursday August 15, 2024  
10:00 am – 11:30 am, 1297 Park Avenue**
- **Next Meeting August 15, 2024**

13. ADJOURNMENT

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

**MEETING MINUTES OF June 20, 2024**

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

Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:00 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Randy Coy, Darlene Fredericks, David Pittman, and Sarah Richter; all attended in person.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Personnel – Staff is recommending an accounting department re-structuring and changes to the position description for the accountant position. This change is determined to be in the best interest of the HACB and its administrative and operating efficiencies. Staff is recommending adoption of a revised position description for the Accountant position.

**\*RESOLUTION NO. 4923\***

Commissioner Fredericks moved that Resolution No. 4923 be adopted by reading of title only: “ADOPTION OF POSITION DESCRIPTION FOR ACCOUNTANT”. Commissioner Richter seconded. The vote in favor was unanimous.

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- 5.2 Personnel – Due to the approval of the revised Accountant position description and salary revision, CalPERS requires that earnable compensation be duly approved and adopted by the governing body of the Housing Authority of the County of Butte, such information is to be accessible and available for public review.

**\*RESOLUTION NO. 4924\***

Commissioner Alford moved that Resolution No. 4924 be adopted by reading of title only: “RESOLUTION ADOPTING PUBLICALLY AVAILABE PAY SCHEDULE FOR THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.3 Personnel – Staff is recommending changes to the organizational structure of the HACB Organizational Chart. The proposed changes have been determined to be in the best interest of the HACB, changes include: re-organization of Executive Management Staff; the elimination of the Accounting Tech position and establishment of (2) two Accountant positions; change in title only from Property Manager to Public Housing Manager and change in title only from Section 8 Housing Manager to Rental Assistance Programs Manager. This change is determined to be in the best interest of the HACB and its administrative and operating efficiencies.

**\*RESOLUTION NO. 4925\***

Commissioner Richter moved that Resolution No. 4925 be adopted by reading of title only: “ADOPTION OF PERSONNEL ORGANIZATION CHART”. Commissioner Fredericks seconded. The vote in favor was unanimous.

- 5.5 Personnel – In order to ensure continuity of business operations in the absence or incapacity of the Executive Director, the Deputy Executive Director overlay position assumes Executive Director duties regarding agency management and administration and acts as the authorized signor for checks and other documents on behalf of the Agency. Effective July 1st, Tamra Young, Administrative Operations Director has been assigned Deputy Executive Director status and as such needs to be authorized as agency signatory for all financial and business transactions in the absence or incapacity of the Executive Director.

**\*RESOLUTION NO. 4926\***

Commissioner Richter moved that Resolution No. 4926 be adopted by reading of title only: “AUTHORIZATION FOR DEPUTY EXECUTIVE DIRECTOR TO ACT AS SIGNATORY ON BEHALF OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE’. Commissioner Coy seconded. The roll call vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

8.1 PSWRC-NAHRO – Annual Conference: May 28-30, 2024, San Jose, CA – Executive Director Mayer, Deputy Executive Director Larry Guanzon and Section Housing Manager, Angie Little. Mr. Mayer said the conference was very well attended and had great interactions with other Executive Directors. Mr. Guanzon shared that he attended sessions regarding the Brown Act, Ethics as well as going on a tour of Santa Clara’s Affordable Housing. He also shared that Executive Director’s Rob Fredericks (Santa Barbara) and Preston Prince (Santa Clara) gave a public acknowledgement of Executive Director Ed Mayer’s service in the industry. Mrs. Little attended conference sessions on implicit bias and the 2-Year Tool and said it was great to collaborate and answered many questions from colleagues regarding PBVs and appreciated the networking opportunities.

8.2 CalAHA Zoom Training Session June 10, 2024: How to apply for and maintain a housing authority credit rating and the benefits and advantages of having a credit rating – Executive Director participated on a two-hour workshop put together by CalAHA, and had Stanislaus Housing Authority Executive Director and Mr. Mayer discussing bond issuances and how they work for Housing Authorities. The zoom session had over 40 people in attendance from about 10 different Housing Authorities.

9. REPORTS FROM COMMISSIONERS

9.1 Recognition of Executive Director – On behalf of the HACB Board of Commissioners, Chair Pittman presented Executive Director Mayer with an acknowledgement resolution for Mr. Mayer’s retirement from the HACB. Mr. Mayer expressed a heartfelt appreciation and thanked the outstanding Board of Commissioners.

**\*RESOLUTION NO. 4927\***

Commissioner Alford moved that Resolution No. 4927 be adopted by reading of title only: “RECOGNITION AND RETIREMENT OF EXECUTIVE EDWARD S. MAYER”. Commissioner Richter seconded. The roll call vote in favor was unanimous.

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10. MATTERS INITIATED BY COMMISSIONERS

Chair Pittman shared Mission Esperanza update in Oroville. The endeavor will be called Esperanza Village, and is a whole comprehensive project to serve those in need. They expect to be serving clients by December 2024, and he encourages a tour of the facilities when completed.

11. EXECUTIVE SESSION

Adjourned – 2:47 p.m.

Reconvened – 3:33 p.m.

- 11.1 Government Code 54957: Public Employee Performance Evaluation – Board reviewed and discussed Executive Director Evaluation and Future Visioning direction was given to staff

12. COMMISSIONERS' CALENDAR

- **NAHRO 2024 Summer Symposium, Chicago, IL: July 11-12, 2024**
- **Next Meeting – July 18, 2024**

13. ADJOURNMENT

The meeting was adjourned at 3:34 p.m.

Dated: June 20, 2024.

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary

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

Check Date	Check #	Vendor	Total Amount
6/3/2024	3532	v0000031 - PG&E	20.00
6/5/2024	3533	v0000007 - CITY OF CHICO (22332) (FUEL)	194.11
6/5/2024	3534	v0000011 - California Water Service - Chico	119.77
6/5/2024	3535	v0000015 - A-1 Appliance	1,339.23
6/5/2024	3536	v0000121 - United States Postal Service (CMRS-FP)	2,500.00
6/5/2024	3537	v0000149 - Susana Torres-Agustin	252.00
6/5/2024	3538	v0000155 - Susanne Kemp	56.93
6/5/2024	3539	v0000229 - InterWest Insurance Services, LLC	600.00
6/5/2024	3540	v0000357 - Yuba City	190.00
6/5/2024	3541	v0000362 - Modern Building, Inc.	747,317.50
6/5/2024	3542	v0000402 - US Bank	225.16
6/5/2024	3543	v0000456 - Marysol Perez	47.50
6/5/2024	3544	v0000474 - Advanced Document	193.66
6/5/2024	3545	v0000554 - GreatAmerica Financial Services	156.97
6/5/2024	3546	v0000749 - Larry Guanzon	46.00
6/5/2024	3547	v0000773 - Clean Master	1,560.00
6/5/2024	3548	v0000821 - Golden State Risk Management Authority	9,690.00
6/5/2024	3549	v0000829 - Armed Guard Private Security, Inc	300.00
6/5/2024	3550	v0000882 - RSC Associates, Inc (AP)	66.96
6/5/2024	3551	v0004479 - Netsys Systems, Inc.	1,120.00
6/5/2024	3552	v0004614 - City of Chico (Sewer)	84.65
6/5/2024	3553	v0004669 - T-Mobile USA Inc.	29.72
6/18/2024	3554	v0000004 - CHWCA	24,876.00
6/18/2024	3555	v0000015 - A-1 Appliance	825.84
6/18/2024	3556	v0000031 - PG&E	5,624.14
6/18/2024	3557	v0000031 - PG&E	1,661.60
6/18/2024	3558	v0000031 - PG&E	42.94
6/18/2024	3559	v0000031 - PG&E	37.89
6/18/2024	3560	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	35.86
6/18/2024	3561	v0000036 - Work Training Center	621.25
6/18/2024	3562	v0000040 - Gregory P. Einhorn	70.00
6/18/2024	3563	v0000057 - OPER. ENG. LOCAL #3	930.00
6/18/2024	3564	v0000072 - Towne Flooring Center	3,575.75
6/18/2024	3565	v0000082 - ENTERPRISE-RECORD	151.32
6/18/2024	3566	v0000108 - AT&T	9.86
6/18/2024	3567	v0000121 - United States Postal Service (CMRS-FP)	2,500.00
6/18/2024	3568	v0000140 - COMCAST CABLE	1,066.57
6/18/2024	3569	v0000241 - WASTE MANAGEMENT	292.12
6/18/2024	3570	v0000241 - WASTE MANAGEMENT	141.33
6/18/2024	3571	v0000267 - OFFICE DEPOT INC	16.24
6/18/2024	3572	v0000312 - Unum Life Insurance Company	377.47
6/18/2024	3573	v0000313 - Modular Air Systems	7,000.00
6/18/2024	3574	v0000402 - US Bank	165.10
6/18/2024	3575	v0000459 - E Center	223.17
6/18/2024	3576	v0000469 - Thermalito Irrigation	39.65
6/18/2024	3577	v0000504 - Jiffy Lube, Inc.	83.12
6/18/2024	3578	v0000599 - Access Information Holdings, LLC.	32.69
6/18/2024	3579	v0000731 - QUILL CORPORATION	19.68
6/18/2024	3580	v0000732 - WCP Solutions	65.49
6/18/2024	3581	v0000806 - Cypress Dental Administrators	681.11
6/18/2024	3582	v0000821 - Golden State Risk Management Authority	9,690.00
6/18/2024	3583	v0000863 - Nor-Cal Landscape Maintenance dba	72.88
6/18/2024	3584	v0000882 - RSC Associates, Inc (AP)	570.08
6/18/2024	3585	v0004726 - US Housing Consultants LLC	1,396.44
6/26/2024	3586	v0004728 - Sofia Perez	200.00

7/8/2024 8:54 AM

6/3/2024	100196	v0001443 - Francis	1,216.00
6/3/2024	100197	v0002183 - Chico Pacific Associates	739.00
6/3/2024	100198	v0003020 - Palo Verde Apartments LLC	335.00
6/3/2024	100199	v0003175 - Menlo Pointe LP	1,064.00
6/3/2024	100200	V0003856 - Campos Properties Limited Partnership	1,500.00
6/3/2024	100201	v0003988 - Elle Property Management Solutions	269.00
6/3/2024	100202	v0004607 - Joseph Baker	704.00
6/14/2024	100203	v0001443 - Francis	270.00
6/5/2024	6052024	v0000439 - Umpqua Bank	7,642.33
6/5/2024	6052024	v0000793 - Verizon Wireless	352.48
6/14/2024	6152024	v0004576 - Aflac	1,431.09
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TOTAL			844,728.65

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

Check Date	Check #	Vendor	Total Amount
6/3/2024	1661	t0072770 - Randall	74.00
6/4/2024	1661	t0072770 - Randall	-74.00
6/3/2024	1662	v0000006 - Biggs Municipal Utilities	27.00
6/3/2024	1663	v0000011 - California Water Service - Chico	33.50
6/3/2024	1664	v0000014 - Gridley Municipal Utilities	376.00
6/3/2024	1665	v0000031 - PG&E	1,973.00
6/3/2024	1666	v0000031 - PG&E	74.00
6/3/2024	1667	v0004614 - City of Chico (Sewer)	39.50
6/3/2024	1668	v0004614 - City of Chico (Sewer)	74.00
6/3/2024	1669	v0000031 - PG&E	74.00
6/5/2024	1670	v0000006 - Biggs Municipal Utilities	2,626.73
6/5/2024	1671	v0000007 - CITY OF CHICO (22332) (FUEL)	1,411.01
6/5/2024	1672	v0000011 - California Water Service - Chico	47.13
6/5/2024	1673	v0000015 - A-1 Appliance	1,313.17
6/5/2024	1674	v0000072 - Towne Flooring Center	2,490.02
6/5/2024	1675	v0000140 - COMCAST CABLE	242.66
6/5/2024	1676	v0000185 - Warren Asbestos Abatement Cont., Inc.	10,762.75
6/5/2024	1677	v0000206 - JACKSONS GLASS CO, INC.	518.92
6/5/2024	1678	v0000235 - HD Supply Facilities Maintenance, Ltd.	2,878.69
6/5/2024	1679	v0000240 - CIC	528.15
6/5/2024	1680	v0000243 - JEFF'S TRUCK SERVICE, INC.	191.60
6/5/2024	1681	v0000401 - Plan B Professional Answering Services	132.80
6/5/2024	1682	v0000412 - Creative Composition, Inc.	188.05
6/5/2024	1683	v0000474 - Advanced Document	43.75
6/5/2024	1684	v0000504 - Jiffy Lube, Inc.	136.72
6/5/2024	1685	v0000669 - ROTO-ROOTER OROVILLE	370.00
6/5/2024	1686	v0000679 - SAM'S DOOR SHOP	254.39
6/5/2024	1687	v0000680 - MAINTENANCE PLUS	785.00
6/5/2024	1688	v0000773 - Clean Master	870.00
6/5/2024	1689	v0000821 - Golden State Risk Management Authority	15,711.00
6/5/2024	1690	v0000833 - Henry Carlson	98.62
6/5/2024	1691	v0000886 - Candelario Ace Hardware dba	128.13
6/5/2024	1692	v0000887 - Grimes Heating & Air Inc	292.50
6/5/2024	1693	v0004479 - Netsys Systems, Inc.	700.00
6/5/2024	1694	v0004593 - Citiguard, Inc.	2,520.00
6/5/2024	1695	v0004614 - City of Chico (Sewer)	107.71
6/5/2024	1696	v0004637 - Ferguson US Holdings, Inc. (HVAC)	279.51
6/5/2024	1697	v0004706 - Above Board Construction & Roofing Inc.	192,827.40
6/18/2024	1698	v0000010 - California Water Service - Oroville	287.20
6/18/2024	1699	v0000010 - California Water Service - Oroville	38.04
6/18/2024	1700	v0000010 - California Water Service - Oroville	295.08
6/18/2024	1701	v0000010 - California Water Service - Oroville	177.29
6/18/2024	1702	v0000010 - California Water Service - Oroville	6,005.07
6/18/2024	1703	v0000014 - Gridley Municipal Utilities	1,228.90
6/18/2024	1704	v0000015 - A-1 Appliance	176.96
6/18/2024	1705	v0000017 - EAGLE SECURITY SYSTEMS	106.75
6/18/2024	1706	v0000031 - PG&E	336.73
6/18/2024	1707	v0000031 - PG&E	1,455.51
6/18/2024	1708	v0000031 - PG&E	237.86
6/18/2024	1709	v0000031 - PG&E	0.57
6/18/2024	1710	v0000031 - PG&E	203.37
6/18/2024	1711	v0000031 - PG&E	114.66
6/18/2024	1712	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,080.96
6/18/2024	1713	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,557.48
6/18/2024	1714	v0000040 - Gregory P. Einhorn	610.00
6/18/2024	1715	v0000108 - AT&T	20.54
6/18/2024	1716	v0000140 - COMCAST CABLE	185.81
6/18/2024	1717	v0000206 - JACKSONS GLASS CO, INC.	129.90
6/18/2024	1718	v0000235 - HD Supply Facilities Maintenance, Ltd.	391.43
6/18/2024	1719	v0000238 - Baker Distributing Company, Inc.	120.00
6/18/2024	1720	v0000241 - WASTE MANAGEMENT	395.40

6/18/2024	1721	v0000241 - WASTE MANAGEMENT	1,127.06
6/18/2024	1722	v0000267 - OFFICE DEPOT INC	254.27
6/18/2024	1723	v0000312 - Unum Life Insurance Company	630.30
6/18/2024	1724	v0000425 - Climate & Energy Solutions	2,274.00
6/18/2024	1725	v0000469 - Thermalito Irrigation	616.95
6/18/2024	1726	v0000592 - Neal Road Recycling & Waste	38.90
6/18/2024	1727	v0000599 - Access Information Holdings, LLC.	32.71
6/18/2024	1728	v0000669 - ROTO-ROOTER OROVILLE	495.00
6/18/2024	1729	v0000680 - MAINTENANCE PLUS	191.25
6/18/2024	1730	v0000795 - Richard's North State Pest Mgmt (dba)	1,479.00
6/18/2024	1731	v0000806 - Cypress Dental Administrators	1,410.60
6/18/2024	1732	v0000821 - Golden State Risk Management Authority	15,711.00
6/18/2024	1733	v0000863 - Nor-Cal Landscape Maintenance dba	12,682.46
6/18/2024	1734	v0004614 - City of Chico (Sewer)	1,624.38
6/18/2024	1735	v0004653 - Jessee Heating & Air Conditioning	962.58
6/18/2024	1736	v0004653 - Jessee Heating & Air Conditioning	375.00
6/18/2024	1737	v0004653 - Jessee Heating & Air Conditioning	402.50
6/18/2024	1738	v0004653 - Jessee Heating & Air Conditioning	250.00
6/18/2024	1739	v0004653 - Jessee Heating & Air Conditioning	9,980.00
6/18/2024	1740	v0004653 - Jessee Heating & Air Conditioning	9,980.00
6/18/2024	1741	v0004726 - US Housing Consultants LLC	1,036.08
6/5/2024	6052024	v0000439 - Umpqua Bank	1,657.78
6/5/2024	6052024	v0000793 - Verizon Wireless	684.15
6/7/2024	6072024	v0000048 - Valero Fleet	480.05

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**TOTAL 322,658.94**

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

<b>Check Date</b>	<b>Check #</b>	<b>Vendor</b>	<b>Total Amount</b>
6/5/2024	117	v0002802 - Orland Pacific Associates A CA Ltd Prtp	500.00
6/5/2024	118	v0003223 - Bobkat Builders Inc	2,295.00
6/5/2024	119	v0003978 - Ferguson & Brewer Investment Co	1,000.00
6/18/2024	120	v0001443 - Francis	2,900.00
6/5/2024	2211	v0000007 - CITY OF CHICO (22332) (FUEL)	143.64
6/5/2024	2212	v0000240 - CIC	849.70
6/5/2024	2213	v0000412 - Creative Composition, Inc.	267.33
6/5/2024	2214	v0000428 - Adecco Employment Services	4,222.80
6/5/2024	2215	v0000474 - Advanced Document	145.70
6/5/2024	2216	v0000821 - Golden State Risk Management Authority	11,848.00
6/5/2024	2217	v0004479 - Netsys Systems, Inc.	420.00
6/18/2024	2218	v0000040 - Gregory P. Einhorn	5,100.00
6/18/2024	2219	v0000108 - AT&T	55.27
6/18/2024	2220	v0000203 - LOWE'S	914.28
6/18/2024	2221	v0000267 - OFFICE DEPOT INC	268.93
6/18/2024	2222	v0000312 - Unum Life Insurance Company	572.62
6/18/2024	2223	v0000402 - US Bank	165.10
6/18/2024	2224	v0000599 - Access Information Holdings, LLC.	32.71
6/18/2024	2225	v0000731 - QUILL CORPORATION	63.64
6/18/2024	2226	v0000732 - WCP Solutions	103.30
6/18/2024	2227	v0000806 - Cypress Dental Administrators	1,038.53
6/18/2024	2228	v0000821 - Golden State Risk Management Authority	11,848.00
6/18/2024	2229	v0000863 - Nor-Cal Landscape Maintenance dba	212.30
6/18/2024	2230	v0004726 - US Housing Consultants LLC	7,117.48
6/5/2024	6052024	v0000439 - Umpqua Bank	7,414.02
6/5/2024	6052024	v0000793 - Verizon Wireless	172.31
6/6/2024	6062024	v0000048 - Valero Fleet	54.99
<b>TOTAL</b>			<b>59,725.65</b>



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

Check Date	Check #	Vendor	Total Amount
6/18/2024	1172	v0000660 - HACB	6,066.00
6/18/2024	1173	v0000863 - Nor-Cal Landscape Maintenance dba	3.68
TOTAL			6,069.68

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

<b>Check Date</b>	<b>Check #</b>	<b>Vendor</b>	<b>Total Amount</b>
6/5/2024	1486	v0000382 - FedEx	38.18
6/18/2024	1487	v0000660 - HACB	20,086.84
6/18/2024	1488	v0000863 - Nor-Cal Landscape Maintenance dba	3.68
<b>TOTAL</b>			<b>20,128.70</b>

Housing Authority of the County of Butte  
BALANCE SHEET  
May 31, 2024

CUMULATIVE

**ASSETS**

**Current Assets**

Cash - Unrestricted	43,676,095
Cash - Other Restricted	(19,775,871)
Account Receivable - Current	1,408,697
Other Current Assets	(4,869,144)

<b>Total Current Assets</b>	<b>20,439,777</b>
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**Fixed Assets**

Fixed Assets & Accumulated Depreciation	44,592,979
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<b>Total Fixed Assets</b>	<b>44,592,979</b>
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**Other Non-Current Assets**

Notes Loans & Mortgages Receivable	1,945,049
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<b>Total Other Non-Current Assets</b>	<b>1,945,049</b>
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<b>TOTAL ASSETS</b>	<b>66,977,804</b>
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**LIABILITIES**

**Current Liabilities**

Accounts Payable	606,822
Tenant Security Deposits	223,991
Long Term Debt - Current Portion	904,291
Other Long Term Liabilities	9,638,628

<b>Total Current Liabilities</b>	<b>11,373,732</b>
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**Long-Term Liabilities**

Long-Term Debt	20,201,794
Other Long Term Liabilities	2,669,095

<b>Total Long-Term Liabilities</b>	<b>22,870,889</b>
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<b>TOTAL LIABILITIES</b>	<b>34,244,621</b>
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**NET POSITION**

Beginning Net Position	3,727,530
Retained Earnings	29,005,654

<b>TOTAL NET POSITION</b>	<b>32,733,183</b>
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<b>TOTAL LIABILITIES AND NET POSITION</b>	<b>66,977,804</b>
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Housing Authority of the County of Butte  
CONSOLIDATED INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD % 66.67%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	374,203	397,195	22,991	3,026,278	3,177,557	151,279	63.49%
Tenant Charges	617	5,367	4,750	72,161	42,933	(29,228)	112.05%
Laundry Revenue	1,198	2,658	1,460	12,516	21,261	8,746	39.24%
HUD Grant Revenue	2,784,309	1,982,633	(801,676)	18,936,794	15,861,065	(3,075,729)	79.59%
Other Grant Revenue	348,793	0	172,976	1,111,966	0	509,241	0.00%
Investment Income-unrestricted	198	705	507	1,308	5,637	4,330	15.46%
Investment Income - restricted	0	12,181	12,181	0	97,446	97,446	0.00%
Fraud Recovery	12,765	4,167	(8,598)	34,829	33,333	(1,496)	69.66%
Other Income	310,540	58,892	(251,648)	2,297,714	471,133	(1,826,581)	325.13%
<b>TOTAL REVENUES</b>	<b>3,832,622</b>	<b>2,463,796</b>	<b>(847,058)</b>	<b>25,493,566</b>	<b>19,710,367</b>	<b>(4,161,992)</b>	<b>86.23%</b>
Administrative Employee Salaries	318,517	223,978	(94,539)	1,776,518	1,791,827	15,309	66.10%
Audit Fee	0	3,328	3,328	0	26,620	26,620	0.00%
Advertising & Marketing	323	1,911	1,587	2,602	15,285	12,683	11.35%
Admin Fringe Benefits & Taxes	50,791	120,844	70,053	508,432	966,750	458,318	35.06%
Office Expenses	19,357	24,464	5,107	168,170	195,715	27,545	57.28%
Legal Expenses	15,537	5,449	(10,088)	72,654	43,593	(29,060)	111.11%
Travel	0	2,435	2,435	0	19,477	19,477	0.00%
Allocated Overhead	0	68,475	68,475	1,105	547,797	546,692	0.13%
Other Admin Expenses	75,336	53,489	(21,847)	695,413	427,913	(267,500)	108.34%
<b>Total Operating Admin Costs</b>	<b>479,862</b>	<b>504,372</b>	<b>24,511</b>	<b>3,224,894</b>	<b>4,034,977</b>	<b>810,083</b>	<b>53.28%</b>
Tenant Services - Salaries	15,506	9,673	(5,833)	128,569	77,384	(51,185)	110.76%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	1,698	4,279	2,581	36,669	34,228	(2,441)	71.42%
Resident Services MISC	0	19,816	19,816	0	158,530	158,530	0.00%
<b>Total Tenant Services</b>	<b>17,204</b>	<b>33,768</b>	<b>16,564</b>	<b>165,238</b>	<b>270,142</b>	<b>104,904</b>	<b>40.78%</b>
Water	16,424	19,012	2,588	124,263	152,096	27,833	54.47%
Electricity	11,858	9,439	(2,418)	97,037	75,515	(21,522)	85.67%
Gas	3,927	4,934	1,008	39,045	39,475	430	65.94%
Sewer	12,088	18,469	6,381	205,202	147,749	(57,452)	90.88%
<b>Total Utilities - Project</b>	<b>44,297</b>	<b>51,854</b>	<b>7,558</b>	<b>465,547</b>	<b>414,835</b>	<b>(50,712)</b>	<b>74.32%</b>
Maintenance Salaries	56,947	38,946	(18,001)	409,617	311,565	(98,051)	87.65%
Maintenance Materials	27,481	23,606	(3,875)	260,306	188,849	(71,457)	91.89%
Maintenance Contract Costs	65,891	88,367	22,475	584,047	706,932	122,885	55.08%
Maintenance Fringe Benefits	11,339	17,571	6,233	93,698	140,571	46,873	44.44%
<b>Total Maintenance Costs</b>	<b>161,658</b>	<b>168,490</b>	<b>6,831</b>	<b>1,347,668</b>	<b>1,347,917</b>	<b>249</b>	<b>66.65%</b>
Protective Services	8,969	2,825	(6,144)	51,646	22,600	(29,046)	152.35%
Insurance-Liability/Property/Auto	22,365	34,731	12,367	145,480	277,849	132,369	34.91%
Other General Expenses	2,089	9,964	7,875	13,490	79,709	66,218	11.28%
PILOT	0	9,667	9,667	1,184	77,339	76,154	1.02%
Bad Debt - Tenant	0	6,267	6,267	0	50,133	50,133	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	28,867	12,808	128,472	230,933	102,462	37.09%
<b>Total Other Operating Expenses</b>	<b>49,481</b>	<b>92,320</b>	<b>42,839</b>	<b>340,273</b>	<b>738,563</b>	<b>398,290</b>	<b>30.71%</b>
Maintenance - Extraordinary	0	0	0	86,550	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,927,210	1,551,473	(375,737)	14,751,805	12,411,787	(2,340,018)	79.24%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>1,927,210</b>	<b>1,551,473</b>	<b>(375,737)</b>	<b>14,838,355</b>	<b>12,411,787</b>	<b>(2,340,018)</b>	<b>79.70%</b>
<b>TOTAL EXPENSES</b>	<b>2,679,711</b>	<b>2,402,278</b>	<b>(277,434)</b>	<b>20,381,975</b>	<b>19,218,221</b>	<b>(1,077,204)</b>	<b>70.69%</b>
<b>RETAINED EARNINGS</b>	<b>1,152,911</b>	<b>61,518</b>	<b>(1,091,393)</b>	<b>5,111,591</b>	<b>492,145</b>	<b>(3,084,789)</b>	<b>15.53%</b>

Housing Authority of the County of Butte  
BUSINESS ACTIVITIES INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	257,886	264,576	6,690	2,007,042	2,116,609	109,567	63.22%
Tenant Charges	76	2,033	1,957	16,468	16,267	(201)	67.49%
Laundry Revenue	1,198	1,324	126	12,516	10,595	(1,921)	78.75%
HUD Grant Revenue	0	0	0	0	0	0	0.00%
Other Grant Revenue	348,793	0	(348,793)	1,111,966	0	(1,111,966)	0.00%
Investment Income-unrestricted	198	171	(27)	1,308	1,371	63	63.60%
Investment Income - restricted	0	8,014	8,014	0	64,113	64,113	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	308,166	58,067	(250,100)	2,263,384	464,533	(1,798,851)	324.83%
<b>TOTAL REVENUES</b>	<b>916,317</b>	<b>334,186</b>	<b>(582,131)</b>	<b>5,412,684</b>	<b>2,673,487</b>	<b>(2,739,197)</b>	<b>134.97%</b>
Administrative Employee Salaries	126,007	54,277	(71,730)	765,676	434,217	(331,459)	117.56%
Audit Fee	0	1,261	1,261	0	10,087	10,087	0.00%
Advertising & Marketing	323	744	421	2,602	5,952	3,350	29.15%
Admin Fringe Benefits & Taxes	22,068	30,393	8,325	223,745	243,144	19,399	61.35%
Office Expenses	10,434	4,964	(5,469)	125,430	39,715	(85,715)	210.55%
Legal Expenses	8,049	2,533	(5,516)	11,330	20,260	8,930	37.28%
Travel	0	933	933	0	7,467	7,467	0.00%
Allocated Overhead	(55,458)	(58,868)	(3,410)	(442,562)	(470,944)	(28,382)	62.65%
Other Admin Expenses	66,467	22,355	(44,112)	585,673	178,843	(406,829)	218.32%
<b>Total Operating Admin Costs</b>	<b>177,889</b>	<b>58,593</b>	<b>(119,297)</b>	<b>1,271,893</b>	<b>468,741</b>	<b>(803,153)</b>	<b>0.00%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services MISC	0	2,181	2,181	0	17,447	17,447	0.00%
<b>Total Tenant Services</b>	<b>0</b>	<b>2,181</b>	<b>2,181</b>	<b>0</b>	<b>17,447</b>	<b>17,447</b>	<b>0.00%</b>
Water	7,816	8,004	188	53,780	64,029	10,249	56.00%
Electricity	11,012	5,614	(5,398)	82,029	44,915	(37,113)	121.75%
Gas	3,652	4,314	661	33,013	34,508	1,495	63.78%
Sewer	8,230	8,549	319	100,935	68,391	(32,544)	98.39%
<b>Total Utilities - Project</b>	<b>30,710</b>	<b>26,480</b>	<b>(4,230)</b>	<b>269,756</b>	<b>211,843</b>	<b>(57,913)</b>	<b>84.89%</b>
Maintenance Salaries	8,904	8,402	(502)	86,607	67,213	(19,393)	85.90%
Maintenance Materials	26,892	12,648	(14,244)	191,259	101,182	(90,077)	126.02%
Maintenance Contract Costs	39,177	59,688	20,511	332,236	477,502	145,266	46.39%
Maintenance Fringe Benefits	8,344	467	(7,877)	59,843	3,733	(56,110)	1068.62%
<b>Total Maintenance Costs</b>	<b>83,316</b>	<b>81,204</b>	<b>(2,112)</b>	<b>669,944</b>	<b>649,631</b>	<b>(20,313)</b>	<b>68.75%</b>
Protective Services	6,107	167	(5,941)	28,881	1,333	(27,548)	1444.06%
Insurance-Liability/Property/Auto	17,567	17,142	(425)	140,683	137,136	(3,547)	68.39%
Other General Expenses	2,089	4,547	2,458	12,463	36,375	23,912	22.84%
PILOT	0	292	292	0	2,339	2,339	0.00%
Bad Debt - Tenant	0	2,100	2,100	0	16,800	16,800	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	28,867	12,808	128,472	230,933	102,462	37.09%
<b>Total Other Operating Expenses</b>	<b>41,822</b>	<b>53,115</b>	<b>11,293</b>	<b>310,498</b>	<b>424,917</b>	<b>114,418</b>	<b>48.72%</b>
Maintenance - Extraordinary	0	0	0	86,550	0	(86,550)	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	7,244	12,917	5,673	85,302	103,333	18,031	55.03%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>7,244</b>	<b>12,917</b>	<b>5,673</b>	<b>171,852</b>	<b>103,333</b>	<b>(68,519)</b>	<b>110.87%</b>
<b>TOTAL EXPENSES</b>	<b>340,981</b>	<b>234,489</b>	<b>(106,493)</b>	<b>2,693,944</b>	<b>1,875,911</b>	<b>(818,033)</b>	<b>95.74%</b>
<b>RETAINED EARNINGS</b>	<b>575,335</b>	<b>99,697</b>		<b>2,718,740</b>	<b>797,576</b>		<b>39.23%</b>

Housing Authority of the County of Butte  
SECTION 8 INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	(730)	0	730	8,141	0	(8,141)	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	2,545,536	1,654,722	(890,814)	15,186,329	13,237,778	(1,948,551)	76.48%
Other Grant Revenue	0	0	336,265	0	0	672,530	0.00%
Investment Income-unrestricted	0	150	150	0	1,200	1,200	0.00%
Investment Income - restricted	0	4,167	4,167	0	33,333	33,333	0.00%
Fraud Recovery	12,554	4,167	(8,387)	32,973	33,333	360	65.95%
Other Income	1,680	625	(1,055)	1,680	5,000	3,320	22.40%
<b>TOTAL REVENUES</b>	<b>2,559,040</b>	<b>1,663,831</b>	<b>(558,944)</b>	<b>15,229,123</b>	<b>13,310,645</b>	<b>(1,245,948)</b>	<b>76.28%</b>
Administrative Employee Salaries	98,868	75,467	(23,402)	490,155	603,735	113,580	54.12%
Audit Fee	0	1,800	1,800	0	14,400	14,400	0.00%
Advertising & Marketing	0	417	417	0	3,333	3,333	0.00%
Admin Fringe Benefits & Taxes	11,334	40,224	28,890	122,851	321,791	198,940	25.45%
Office Expenses	4,728	10,417	5,689	31,327	83,333	52,006	25.06%
Legal Expenses	5,872	1,250	(4,622)	43,378	10,000	(33,378)	289.19%
Travel	0	350	350	0	2,800	2,800	0.00%
Allocated Overhead	26,355	26,355	0	210,843	210,843	0	66.67%
Other Admin Expenses	8,310	20,855	12,545	75,381	166,837	91,456	30.12%
<b>Total Operating Admin Costs</b>	<b>155,466</b>	<b>177,134</b>	<b>21,668</b>	<b>973,934</b>	<b>1,417,071</b>	<b>443,137</b>	<b>45.82%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services MISC	0	0	0	0	0	0	0.00%
<b>Total Tenant Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Water	0	133	133	350	1,067	717	21.88%
Electricity	0	1,092	1,092	2,903	8,733	5,831	22.16%
Gas	0	83	83	17	667	650	1.66%
Sewer	0	125	125	39	1,000	961	2.60%
<b>Total Utilities - Project</b>	<b>0</b>	<b>1,433</b>	<b>1,433</b>	<b>3,308</b>	<b>11,467</b>	<b>8,158</b>	<b>19.23%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	212	417	204	5,667	3,333	(2,334)	113.34%
Maintenance Contract Costs	2,943	917	(2,027)	4,570	7,333	2,764	41.54%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>3,156</b>	<b>1,333</b>	<b>(1,822)</b>	<b>10,236</b>	<b>10,667</b>	<b>430</b>	<b>63.98%</b>
Protective Services	0	267	267	677	2,133	1,456	21.16%
Insurance-Liability/Property/Auto	4,798	433	(4,365)	4,798	3,467	(1,331)	92.27%
Other General Expenses	0	5,167	5,167	120	41,333	41,213	0.19%
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%
<b>Total Other Operating Expenses</b>	<b>4,798</b>	<b>5,867</b>	<b>1,069</b>	<b>5,595</b>	<b>46,933</b>	<b>41,338</b>	<b>7.95%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,814,401	1,459,677	(354,724)	13,822,683	11,677,413	(2,145,270)	78.91%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>1,814,401</b>	<b>1,459,677</b>	<b>(354,724)</b>	<b>13,822,683</b>	<b>11,677,413</b>	<b>(2,145,270)</b>	<b>78.91%</b>
<b>TOTAL EXPENSES</b>	<b>1,977,821</b>	<b>1,645,444</b>	<b>(332,377)</b>	<b>14,815,757</b>	<b>13,163,551</b>	<b>(1,652,206)</b>	<b>75.03%</b>
<b>RETAINED EARNINGS</b>	<b>581,219</b>	<b>18,387</b>		<b>413,366</b>	<b>147,093</b>		<b>187.35%</b>

Housing Authority of the County of Butte  
EMERGENCY HOUSING VOUCHERS INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD % 66.67%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	(211)	0	211	(1,856)	0	1,856	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	112,703	107,452	(5,251)	935,282	859,619	(75,663)	72.53%
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	211	0	(211)	1,856	0	(1,856)	0.00%
Other Income	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>112,703</b>	<b>107,452</b>	<b>(5,251)</b>	<b>935,282</b>	<b>859,619</b>	<b>(75,663)</b>	<b>72.53%</b>
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	125	125	0	1,000	1,000	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	417	417	0	3,333	3,333	0.00%
Legal Expenses	0	0	0	514	0	(514)	0.00%
Travel	0	0	0	0	0	0	0.00%
Allocated Overhead	2,474	2,474	(0)	19,789	19,789	0	66.67%
Other Admin Expenses	3	951	948	295	7,605	7,310	2.59%
<b>Total Operating Admin Costs</b>	<b>2,477</b>	<b>3,966</b>	<b>1,489</b>	<b>20,598</b>	<b>31,727</b>	<b>11,129</b>	<b>43.28%</b>
Tenant Services - Salaries	7,795	5,015	(2,780)	47,710	40,120	(7,590)	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	820	2,006	1,186	5,575	16,048	10,473	0.00%
Resident Services MISC	0	16,917	16,917	0	135,333	135,333	0.00%
<b>Total Tenant Services</b>	<b>8,615</b>	<b>23,938</b>	<b>15,322</b>	<b>53,286</b>	<b>191,501</b>	<b>138,216</b>	<b>0.00%</b>
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
<b>Total Utilities - Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Protective Services	0	0	0	0	0	0	0.00%
Insurance-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%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	103,045	78,880	(24,165)	830,204	631,040	(199,164)	87.71%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>103,045</b>	<b>78,880</b>	<b>(24,165)</b>	<b>830,204</b>	<b>631,040</b>	<b>(199,164)</b>	<b>87.71%</b>
<b>TOTAL EXPENSES</b>	<b>114,137</b>	<b>106,784</b>	<b>(7,354)</b>	<b>904,087</b>	<b>854,269</b>	<b>(49,819)</b>	<b>70.55%</b>
<b>RETAINED EARNINGS</b>	<b>(1,434)</b>	<b>669</b>		<b>31,195</b>	<b>5,350</b>		<b>388.72%</b>

Housing Authority of the County of Butte  
ROSS GRANT (FSS) INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	66.67% % 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	0	7,197	7,197	17,720	57,577	39,858	20.52%
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	2	0	(2)	10,922	0	(10,922)	0.00%
<b>TOTAL REVENUES</b>	<b>2</b>	<b>7,197</b>	<b>7,196</b>	<b>28,642</b>	<b>57,577</b>	<b>28,936</b>	<b>33.16%</b>
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	0	0	0	0	0	0	0.00%
Office Expenses	0	0	0	0	0	0	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	0	0	0	0	0	0.00%
Allocated Overhead	0	0	0	0	0	0	0.00%
Other Admin Expenses	0	0	0	0	0	0	0.00%
<b>Total Operating Admin Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Tenant Services - Salaries	7,712	4,658	(3,054)	80,859	37,264	(43,595)	144.66%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	877	2,273	1,395	31,093	18,180	(12,913)	114.02%
Resident Services MISC	0	0	0	0	0	0	0.00%
<b>Total Tenant Services</b>	<b>8,589</b>	<b>6,931</b>	<b>(1,658)</b>	<b>111,952</b>	<b>55,444</b>	<b>(56,508)</b>	<b>134.61%</b>
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
<b>Total Utilities - Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Protective Services	0	0	0	0	0	0	0.00%
Insurance-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%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSES</b>	<b>8,589</b>	<b>6,931</b>	<b>(1,658)</b>	<b>111,952</b>	<b>55,444</b>	<b>(56,508)</b>	<b>134.61%</b>
<b>RETAINED EARNINGS</b>	<b>(8,587)</b>	<b>267</b>		<b>(83,310)</b>	<b>2,133</b>		<b>-101.45%</b>



Housing Authority of the County of Butte  
HOUSING-ALL INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	116,317	132,619	16,301	1,019,236	1,060,948	41,712	64.05%
Tenant Charges	1,482	3,333	1,852	49,408	26,667	(22,741)	123.52%
Laundry Revenue	0	1,333	1,333	0	10,667	10,667	0.00%
HUD Grant Revenue	126,070	117,947	(8,124)	922,105	943,572	21,467	65.15%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	383	383	0	3,067	3,067	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	692	200	(492)	21,728	1,600	(20,128)	905.31%
<b>TOTAL REVENUES</b>	<b>244,561</b>	<b>255,815</b>	<b>11,254</b>	<b>2,012,477</b>	<b>2,046,520</b>	<b>34,043</b>	<b>65.56%</b>
Administrative Employee Salaries	84,809	50,480	(34,329)	456,740	403,842	(52,898)	75.40%
Audit Fee	0	267	267	0	2,133	2,133	0.00%
Advertising & Marketing	0	750	750	0	6,000	6,000	0.00%
Admin Fringe Benefits & Taxes	16,387	26,906	10,519	149,787	215,248	65,461	46.39%
Office Expenses	4,196	5,000	805	11,413	40,000	28,587	19.02%
Legal Expenses	1,616	1,250	(366)	17,432	10,000	(7,432)	116.21%
Travel	0	235	235	0	1,883	1,883	0.00%
Allocated Overhead	25,485	25,485	(0)	203,883	203,883	(0)	66.67%
Other Admin Expenses	556	4,870	4,314	34,013	38,961	4,948	58.20%
<b>Total Operating Admin Costs</b>	<b>133,049</b>	<b>115,244</b>	<b>(17,806)</b>	<b>873,268</b>	<b>921,951</b>	<b>48,682</b>	<b>63.15%</b>
	107,564			669,385			
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services MISC	0	719	719	0	5,750	5,750	0.00%
<b>Total Tenant Services</b>	<b>0</b>	<b>719</b>	<b>719</b>	<b>0</b>	<b>5,750</b>	<b>5,750</b>	<b>0.00%</b>
Water	8,609	10,833	2,225	70,134	86,667	16,533	53.95%
Electricity	846	2,417	1,571	12,106	19,333	7,227	41.75%
Gas	274	500	226	6,015	4,000	(2,015)	100.25%
Sewer	3,857	10,108	6,251	104,228	80,867	(23,361)	85.93%
<b>Total Utilities - Project</b>	<b>13,586</b>	<b>23,858</b>	<b>10,272</b>	<b>192,483</b>	<b>190,867</b>	<b>(1,616)</b>	<b>67.23%</b>
Maintenance Salaries	48,043	30,044	(17,999)	323,010	240,352	(82,658)	89.59%
Maintenance Materials	377	10,417	10,040	63,380	83,333	19,953	50.70%
Maintenance Contract Costs	23,771	27,429	3,658	224,541	219,430	(5,111)	68.22%
Maintenance Fringe Benefits	2,995	16,825	13,830	33,855	134,597	100,742	16.77%
<b>Total Maintenance Costs</b>	<b>75,186</b>	<b>84,714</b>	<b>9,528</b>	<b>644,786</b>	<b>677,713</b>	<b>32,926</b>	<b>63.43%</b>
Protective Services	2,862	2,333	(528)	22,088	18,667	(3,421)	78.89%
Insurance-Liability/Property/Auto	0	16,021	16,021	0	128,167	128,167	0.00%
Other General Expenses	0	250	250	907	2,000	1,093	30.25%
PILOT	0	9,375	9,375	1,184	75,000	73,816	1.05%
Bad Debt - Tenant	0	4,167	4,167	0	33,333	33,333	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
<b>Total Other Operating Expenses</b>	<b>2,862</b>	<b>32,146</b>	<b>29,284</b>	<b>24,180</b>	<b>257,167</b>	<b>232,987</b>	<b>6.27%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	2,520	0	(2,520)	13,616	0	(13,616)	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>2,520</b>	<b>0</b>	<b>(2,520)</b>	<b>13,616</b>	<b>0</b>	<b>(13,616)</b>	<b>0.00%</b>
<b>TOTAL EXPENSES</b>	<b>227,203</b>	<b>256,681</b>	<b>29,477</b>	<b>1,748,333</b>	<b>2,053,447</b>	<b>305,114</b>	<b>56.76%</b>
<b>RETAINED EARNINGS</b>	<b>17,358</b>	<b>(866)</b>		<b>264,144</b>	<b>(6,927)</b>		<b>-2542.29%</b>

Housing Authority of the County of Butte  
CAPITAL FUNDS INCOME STATEMENT  
May 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	66.67% % 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	0	95,315	95,315	1,875,359	762,519	(1,112,840)	163.96%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	0	0	0	0	0	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>95,315</b>	<b>95,315</b>	<b>1,875,359</b>	<b>762,519</b>	<b>(1,112,840)</b>	<b>163.96%</b>
Administrative Employee Salaries	8,833	6,708	(2,125)	63,947	53,664	(10,283)	79.44%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	1,003	3,575	2,573	12,049	28,603	16,554	28.08%
Office Expenses	0	333	333	0	2,667	2,667	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	94	94	0	750	750	0.00%
Allocated Overhead	1,144	1,144	0	9,153	9,153	0	0.00%
Other Admin Expenses	0	208	208	51	1,667	1,615	0.00%
<b>Total Operating Admin Costs</b>	<b>10,980</b>	<b>12,063</b>	<b>1,083</b>	<b>85,200</b>	<b>96,503</b>	<b>11,303</b>	<b>58.86%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services	0	0	0	0	0	0	0.00%
<b>Total Tenant Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
<b>Total Utilities - Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	22,701	0	(22,701)	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>22,701</b>	<b>0</b>	<b>(22,701)</b>	<b>0.00%</b>
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%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENSES</b>	<b>10,980</b>	<b>12,063</b>	<b>1,083</b>	<b>107,901</b>	<b>96,503</b>	<b>(11,398)</b>	<b>74.54%</b>
<b>RETAINED EARNINGS</b>	<b>(10,980)</b>	<b>83,252</b>		<b>1,767,458</b>	<b>666,016</b>		<b>176.92%</b>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**  
**SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**  
**CALENDAR YEAR 2024**

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	725,447	826,372	926,141	1,000,237	1,063,180								1,551,819
BEG. INVESTED IN CAPITAL ASSETS	0	0	0	0	0								0
HUD ADMIN FEE REVENUE	191,764	202,704	191,764	191,482	191,482								394,468
FRAUD RECOVERY	3,146	1,322	1,829	612	6,495								4,468
INTEREST INCOME / GAIN or LOSS INV	0	0	0	0	0								0
DEPRECIATION (reduces Capital Assets)	0	0	0	0	0								0
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0								0
ADMINISTRATIVE EXPENDITURES	-93,985	-104,257	-119,497	-129,151	-163,420								-198,242
ENDING ADMIN RESERVE BALANCE	826,372	926,141	1,000,237	1,063,180	1,097,737	0	0	0	0	0	0	0	1,752,513
YTD Change in Admin.	100,925	200,694	274,790	337,733	372,290								1,027,066
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	270,415	462,010	466,372	431,937	419,030								732,425
HUD HAP REVENUE	1,844,147	1,687,444	1,712,199	1,742,580	2,354,054								3,531,591
FRAUD RECOVERY	3,146	1,322	1,829	612	6,495								4,468
FSS FORFEITURES	0	0	0	0	0								0
BAD DEBT-HAP	0	0	0	0	0								0
HOUSING ASSISTANCE PAYMENTS	-1,655,698	-1,684,404	-1,748,463	-1,756,099	-1,756,208								-3,340,102
ENDING HAP RESERVE BALANCE	462,010	466,372	431,937	419,030	1,023,371	0	0	0	0	0	0	0	928,382
YTD Change in HAP	191,595	195,957	161,522	148,615	752,956								657,967
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)	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	19,856,667
HAP EXPENDITURES (Current Month)	1,749,683	1,788,661	1,867,960	1,885,250	1,919,628	0	0	0	0	0	0	0	9,211,182
CY 2024 HAP BUDGET UTILIZATION	106%	108%	113%	114%	116%	0%	0%	0%	0%	0%	0%	0%	46%
BUDGET AVAILABLE (YTD)	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	21,511,389
TOTAL HAP EXPENDITURES (YTD)	1,749,683	1,788,661	1,867,960	1,885,250	1,919,628	0	0	0	0	0	0	0	9,211,182
BUDGET REMAINING (YTD)	(94,961)	(133,939)	(213,238)	(230,528)	(264,906)								12,300,207
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	2,214	2,216	2,265	2,249	2,232								11,176
UNIT MONTH'S AVAILABLE	2,254	2,254	2,254	2,254	2,254								11,270
OVER or (UNDER) LEASED	-40	-38	11	-5	-22								-94
CY 2024 VOUCHER UTILIZATION	98%	98%	100%	100%	99%								99%
CY 2023 VOUCHER UTILIZATION	95%	97%	96%	97%	97%								98%
CY 2024 AVERAGE HAP	790	807	825	838	860								824
CY 2023 AVERAGE HAP	695	707	713	724	711								756

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**

**HOUSING CHOICE VOUCHER (SECTION 8)**

**UTILIZATION SUMMARY REPORT**

**ROLLING 12 MONTH ANALYSIS**

UNITS LEASED SUMMARY	JUL'24	JUN'24	MAY'24	APR'24	MAR'24	FEB'24	JAN'24	DEC'23	NOV'23	OCT'23	SEP'23	AUG'23
BUTTE												
ACC UNIT MONTHS	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973
CURRENT LEASED	1948	1962	1985	2005	2030	2002	2006	2010	2008	2015	2032	1985
VOUCHER UTILIZATION %	98.73%	99.44%	100.61%	101.62%	102.89%	101.47%	101.67%	101.88%	101.77%	102.13%	102.99%	100.61%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	78	76	77	78	72	54	54	55	57	59	59	59
VOUCHER UTILIZATION %	89.66%	87.36%	88.51%	89.66%	82.76%	62.07%	62.07%	63.22%	65.52%	67.82%	67.82%	67.82%
VASH												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	194	194	194
CURRENT LEASED	166	166	168	171	169	163	162	150	150	139	135	140
VOUCHER UTILIZATION %	85.57%	85.57%	86.60%	88.14%	87.11%	84.02%	83.51%	77.32%	77.32%	71.65%	69.59%	72.16%
TOTAL												
ACC UNIT MONTHS	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254
CURRENT LEASED	2192	2204	2230	2254	2271	2219	2222	2215	2215	2213	2226	2184
VOUCHER UTILIZATION %	97.25%	97.78%	98.94%	100.00%	100.75%	98.45%	98.58%	98.27%	98.27%	98.18%	98.76%	96.89%

HAP SUMMARY*	JUL'24	JUN'24	MAY'24	APR'24	MAR'24	FEB'24	JAN'24	DEC'23	NOV'23	OCT'23	SEP'23	AUG'23
ACC BUDGET	\$ 1,700,008	\$ 1,700,008	\$ 1,700,008	\$ 1,700,008	\$ 1,700,008	\$ 1,700,008	\$ 1,700,008	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381
ACTUAL HAP	\$ 1,704,878	\$ 1,755,435	\$ 1,766,265	\$ 1,769,388	\$ 1,774,682	\$ 1,718,421	\$ 1,687,937	\$ 1,643,583	\$ 1,636,571	\$ 1,609,001	\$ 1,600,730	\$ 1,575,273
PER UNIT COST	\$ 778	\$ 796	\$ 792	\$ 785	\$ 781	\$ 774	\$ 760	\$ 742	\$ 739	\$ 727	\$ 719	\$ 721
BUDGET UTILIZATION %	100.29%	103.26%	103.90%	104.08%	104.39%	101.08%	99.29%	100.20%	99.77%	98.09%	97.58%	96.03%

ACTIVITY SUMMARY	JUL'24	JUN'24	MAY'24	APR'24	MAR'24	FEB'24	JAN'24	DEC'23	NOV'23	OCT'23	SEP'23	AUG'23
# PORT IN BILLED	2	2	2	1	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	56	57	56	58	55	49	49	43	38	37	34	33
ZERO HAP	11	12	13	13	12	16	16	20	17	13	15	15
UTILITY ASSISTANCE PAYMENTS	117	112	116	121	116	111	106	136	125	120	100	100
NEW ADMISSIONS	**	1	3	5	17	69	13	4	19	15	17	54
INITIAL VOUCHERS SEARCHING	4	5	13	17	24	29	33	37	35	38	47	42
ACTUAL/ESTIMATED EOP	17	12	16	16	24	23	14	12	14	16	18	21
REMAIN ON WAITING LIST	1501	1501	1501	1501	1501	1500	1500	1500	1506	1506	1506	1506

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

\*\*No data.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
SECTION 8 EMERGENCY HOUSING CHOICE VOUCHER PROGRAM  
CALENDAR YEAR 2024

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	343,285	342,139	343,486	345,543	347,873								685,424
BEG. INVESTED IN CAPITAL ASSETS	0	0	0	0	0								0
HUD EHV ADMIN FEE REVENUE	10,404	10,404	11,656	11,655	13,689								20,808
ADMINISTRATIVE EXPENDITURES	-11,550	-9,057	-9,599	-9,325	-11,166								-20,607
ENDING ADMIN RESERVE BALANCE	342,139	343,486	345,543	347,873	350,396	0	0	0	0	0	0	0	685,625
YTD Change in Admin.	-1,146	201	2,258	4,588	7,111								342,340
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	89,096	121,494	151,463	160,398	168,714								210,590
HUD EHV HAP REVENUE	130,227	130,226	106,410	106,411	99,014								260,453
HOUSING ASSISTANCE PAYMENTS	-97,829	-100,257	-97,475	-98,095	-98,912								-198,086
ENDING HAP RESERVE BALANCE	121,494	151,463	160,398	168,714	168,816	0	0	0	0	0	0	0	272,957
YTD Change in HAP	32,398	62,367	71,302	79,618	79,720								183,861
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)	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	1,289,428
HAP EXPENDITURES (Current Month)	109,379	109,314	107,074	107,420	110,078	0	0	0	0	0	0	0	543,265
CY 2024 EHV HAP BUDGET UTILIZATION	102%	102%	100%	100%	102%	0%	0%	0%	0%	0%	0%	0%	42%
BUDGET AVAILABLE (YTD)	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	1,396,880
TOTAL HAP EXPENDITURES (YTD)	109,379	109,314	107,074	107,420	110,078	0	0	0	0	0	0	0	543,265
BUDGET REMAINING (YTD)	(1,927)	(1,862)	378	32	(2,626)	107,452	107,452	107,452	107,452	107,452	107,452	107,452	853,615
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	115	116	116	112	114								573
UNIT MONTH'S AVAILABLE	116	116	116	116	116	116	116	116	116	116	116	116	1,392
OVER or (UNDER) LEASED	-1	0	0	-4	-2	-116	-116	-116	-116	-116	-116	-116	-819
CY 2024 VOUCHER UTILIZATION	99%	100%	100%	97%	98%	0%	0%	0%	0%	0%	0%	0%	41%
CY 2023 VOUCHER UTILIZATION	81%	97%	96%	97%	97%	97%	97%	97%	99%	99%	100%	99%	98%
CY 2024 AVERAGE HAP	951	942	923	959	966								948
CY 2023 AVERAGE HAP	906	906	906	906	906								

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
VACANCY REPORT AS OF THE 1ST OF THE MONTH  
2024**

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	115*	7	1****	24	20	10	30	31	0 (12)***	18	40	173	%
Jul-24	11**	0	1****	1	0	0	2	0	12***	0	0	2	98.9%
Jun-24	12**	0	1****	0	0	0	0	0	12***	1	0	1	99.4%
May-24	13**	0	1****	1	0	0	0	0	12***	1	1	2	98.9%
Apr-24	13**	0	1****	1	1	0	0	0	12***	1	0	2	98.9%
Mar-24	15**	0	1****	1	2	1	1	0	12***	1	0	5	97.1%
Feb-24	14**	0	1****	1	5	1	1	2	12***	0	0	9	94.8%
Jan-24	15**	0	2	1	2	0	0	1	12***	0	3	6	96.6%
Dec-23	15**	0	2	0	1	0	0	0	12***	1	2	4	97.7%
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%

\* Unit count adjusted by units offline - (18) 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.

\*\*\*\* Laurel Street house donated as of 1/25/2024.

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	%
Jul-24	2	4	2	1	5	1	2	17	95.1%
Jun-24	1	2	3	1	5	2	3	17	95.1%
May-24	1	2	2	1	3	4	3	16	95.4%
Apr-24	1	2	2	1	2	5	1	14	95.9%
Mar-24	1	2	1	2	2	4	4	16	95.4%
Feb-24	2	2	0	3	4	4	4	19	94.5%
Jan-24	3	2	0	5	2	2	2	16	95.4%
Dec-23	4	2	0	4	1	2	1	14	95.9%
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%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Jul-24	7
Jun-24	7
May-24	9
Apr-24	8
Mar-24	6
Feb-24	7
Jan-24	5
Dec-23	4
Nov-23	5
Oct-23	4
Sep-23	3
Aug-23	4
Jul-23	3
Jun-23	5

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Jul-24	6	0	1	0
Jun-24	4	0	1	0
May-24	4	1	0	1
Apr-24	4	2	2	1
Mar-24	4	2	2	1
Feb-24	4	2	7	2
Jan-24	4	1	5	4
Dec-23	4	0	3	4
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

## Public Housing

### Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	24 Transfer list	6+	2071	6+	2050	6+
2	2723	3+			786	2+
3	818	2+	765	1+	470	2+
4	301	5+			153	4+
5					37	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	497		380	2
2	371	7			80	
3	50	2	54	6	36	
4	18	4+			12	
5					1	

## MEMO

Date: July 10, 2024

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Status of HACB Construction Projects

As of July 10, 2024, the status of HACB construction activity follows:

### **2020A Bond – Activities:**

- To date, **\$6,225,725** has been expended, representing approximately **66%** of the project fund. Expenses include the Property Condition Assessment Repairs completed at the six properties that were used to leverage the bond proceeds, and the larger scale capital improvement projects listed below.

### **Mayer Commons (formerly Kathy Court Apartments), Paradise:**

- Construction continues to pace on schedule.
- Window installation has been completed while coordination continues between the design and construction teams for the shop-fabricated steel columns that support the patio decks and roofing.
- Completion of the rough framing is expected within the next month, pending delivery of the structural steel components.
- The remaining sitework including the new concrete driveway, curbs, and asphalt overlay are slated to begin in the coming weeks.
- A comprehensive evaluation of the septic leach field has been completed. Two distribution boxes and a section of one leach line have been repaired and the system is ready for service.
- The fifth disbursement of the Town of Paradise CDBG-DR loan funds has been received, while the sixth disbursement is currently pending. A total of **\$1,719,788** has been drawn on the **\$2,695,318** loan total, including the pending disbursement.
- Final completion is currently slated for April, 2025.



*Photo of construction progress*

July 10, 2024  
HACB Construction Status Memo  
pg. 1



**Mayer Commons (formerly Kathy Court Apartments), Paradise: (continued)**



*Repair to leach line in progress*



*Septic leach field repaired and ready for service*



*Fire sprinkler riser in place*



*HVAC line set in place*



*Plumbing and electrical rough-in complete*



*Window installation completed*

July 10, 2024  
HACB Construction Status Memo  
pg. 2



**Lincoln Apartments, Chico:** *Exterior Rehabilitation including repairs to the upper level walkway and staircases, painting of the building exterior, and replacement of the existing aluminum framed, single pane windows and electrical subpanels at the interior of each unit.*

- A revised Invitation For Bid (IFB) was advertised on July 9<sup>th</sup> and bids are due August 6<sup>th</sup>.
- To broaden potential contractor interest, revisions to project sequencing requirements and completion timeline (Contract Time) are included in the new IFB.



*Upper level walkway slated for repair*



*Upper level stair landing slated for repair*

**Park Place Apartments, Oroville:** *Exterior Site Rehabilitation with emphasis on an Accessible Path of Travel, replacement of the pergola, and Community Room improvements, including the addition of an accessible bathroom and kitchenette.*

- Once the Lincoln Apartments, Chico work is complete, remaining bond funds will be directed to improvements at Park Place Apartments, Oroville.



*Pergola slated for replacement*



*Community Building prior to improvements*

July 10, 2024  
HACB Construction Status Memo  
pg. 3

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

- The demolition phase of the project is currently on hold pending the removal of existing gas and electric meters by Pacific Gas and Electric (PG&E). Due to scheduling constraints in the area, PG&E anticipates they may not be able to remove the meters until September, 2024.
- A resolution was passed by the City of Oroville City Council calling for a special municipal election to be held on November 5<sup>th</sup>. The measure will seek Article XXXIV authority for the construction of the 18 units multi-family project, targeting low-income singles and small households.



*2131 Fogg Avenue, Oroville - Project site and structure slated for demolition*

**Farm Labor Housing, Gridley:** *State Water Board Backup Generator Funding Program*

- The HACB's application was accepted and the Rural Community Assistance Corporation (RCAC) has been assigned to administer the project with support for procurement, planning and design, and installation of a new standby generator.
- Project planning and design activities have commenced, Pace Engineering, Inc. of Redding has been retained by RCAC to perform the work.
- The project is expected to be completed within a timeframe of 14 to 24 months, contingent on potential procurement delays.



*FLH Wellhead*

*July 10, 2024  
HACB Construction Status Memo  
pg. 4*

## 12 Month HACB Construction Project Schedule - July, 2024

		Budgeted Amount	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
	Evanswood Estates, Oroville													
	Exterior Modernization	\$3,371,940												
	Lincoln Apartments, Chico													
	Stair and Second Floor Walkway Repair Project	\$530,683												
	Park Place Apartments, Oroville													
	Community Building Renovation and Site Improvements	\$649,038												
	Kathy Court Apartments, Paradise													
	Replacement Project	\$6,738,294												
	2131 Fogg Avenue, Oroville													
	Design Development and Construction Drawings	\$450,000												
	Seek Funding and Grant Application Preparation	\$50,000												
	Demolish Existing Vacant Single Family Residence	\$50,000												
	Farm Labor Housing, Gridley													
	Well 03 Backup Generator Installation	Grant Funded												
Total next 12 months:		\$11,839,955												

	Design/Bid Phase
	Construction Phase
	Completed

## MEMO

Date: July 11, 2024

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

As of July 11, 2024, the status of HACB Capital Fund construction activity follows:

- On May 7 the Housing Authority of the County of Butte (HACB) received notification of the annual HUD Public Housing Capital Improvement Fund Grant award. The amount awarded to HACB for the 2024 Cap Fund year is \$1,156,572.00.
- HUD Safety and Security Grant - Winston Gardens Apts, Oroville, Public Housing Project 43-10. Access Control and Video Surveillance Systems project. In March the HACB signed a contract with Gaynor Technologies to design, purchase, install, and maintain an access control and video surveillance systems at Winston Gardens.
- HUD Safety and Security Grant - Winston Gardens Apts, Oroville, Public Housing Project 43-10. Access Control and Video Surveillance Systems project to add additional wrought iron fencing, driveway access control gates and all new LED exterior pole lighting. Plans were submitted to the City of Oroville on June 16, 2024 and are currently pending approval. Project went out to bid on July 2, 2024 and will received bid until August 7, 2024
- Public Housing – Roof Replacement Project (43-14, 43-15) The work includes re-roofing of (70) Public Housing units and ancillary structures in Oroville (not including Winston Gardens). Contract was awarded to Above Board Construction and Roofing for \$580,653. ABC Roofing has completed installation of 62 residential roofs and 62 shed roofs at the Hamman Park, Oro Dam, and Gardella properties. Project schedule for completion at the end of July.
- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles; three units have been completed during the FY 2024; 156 of 232 Public Housing units have been completed overall. The work is being accomplished at unit turnover.

*July 11, 2024  
HUD Public Housing Capital Fund Report  
pg. 1*



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

**Capital Fund 2021, Funding Amount \$917,518.00 to be expended by February 22, 2025**

This Capital Fund is 99.94% obligated and 99.89% expended.

- **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. - complete
- **Tree Trim and Removal Project** – Trimmed 294 trees and removed 12 trees. - complete
- **Community Room Improvements** – Winston Gardens (43-10), Community Room accessibility and water distribution improvements, 100% complete.

**Capital Fund 2022, Funding Amount \$1,117,056.00 to be expended by May 11, 2026**

This Capital Fund is 98.22% obligated and 75.42% expended.

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **HVAC Replacement Chico** – Replace 35 HVAC unit which reached the end of their useful life. 100% complete
- **Roof Replacements** – Replace 70 roofs at 43-14 and 43-15 in Oroville. Replace aging and failing roofing systems fascia, soffit, gutters and downspouts, in progress.
- **Architect Services** – HMR to design plans for Safety and Security Improvements at Winston Gardens, in progress.

**Capital Fund 2023, Funding Amount \$1,147,379.00 to be expended by May 11, 2026**

This Capital Fund is 12% obligated and 12% expended.

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Paint Trim** - at 43-14 and 43-15 in Oroville
- **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.

**Capital Fund 2023E, Safety and Security Grant for Winston Gardens,  
Funding Amount \$225,639.00 to be expended by September 17, 2025**

This Capital Fund is 43.46% obligated and 1.05% expended.

- **Fencing** – add additional wrought iron fencing and access control systems to the perimeter of the property.
- **Exterior Lighting** – Upgrade exterior grounds and parking lot pole lighting to LED
- **Security Camera** – Install security cameras to the grounds and interior of the community room
- **Access Control System** – Install vehicle and pedestrian gates at Winston Gardens

HUD Low Income Public Housing

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 7/11/2024

Capital Funds CF-21, CF-22, CF-23, CF-23E

			CF-21			CF-22			CF-23			CF-23E Safety and Security Grant			Totals		
			Original	Obligated	Expended	Original	Obligated	Expended	Original	Obligated	Expended	Original	Obligated	Expended	Orig/Revised	Expended	Balance
Line No.	Summary by Development Account																
	Total Non-CGP Funds																
1	100	Reserved Budget	4,153.00			3,800.00			3,601.00						11,554.00	-	11,554.00
2	1406	Operations (25% Max)	27,875.00	27,875.00	27,875.00	58,149.00	58,149.00	58,149.00	45,668.00	45,668.00	45,668.00				131,692.00	131,692.00	-
3	1408	Management Improvements							5,000.00						5,000.00	-	5,000.00
4	1410	Administration (10% Max)	91,336.00	91,336.00	91,336.00	111,325.00	111,325.00	111,325.00	91,336.00	91,336.00	91,336.00				293,997.00	293,997.00	-
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment															
			794,154.00	797,737.30	797,324.06	943,782.00	913,785.03	659,744.46	1,001,774.00			225,639.00	98,062.59	2,375.00	2,965,349.00	1,459,443.52	1,505,905.48
			917,518.00	916,948.30	916,535.06	1,117,056.00	1,083,259.03	829,218.46	1,147,379.00	137,004.00	137,004.00	225,639.00	98,062.59	2,375.00	3,407,592.00	1,885,132.52	1,522,459.48
				99.94%	99.89%		96.97%	74.23%		12%	12%		43.46%	1.05%			

Housing Authority of the County of Butte

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 General Capital Activity	Totals	"UC" Under Contract
Acct Code	Cash Available as of 6/13/2024	11,554.00	-	5,000.00	-	1,505,905.48	1,522,459.48	
	CF-21, CF-22, CF-23, CF23E Funding							
100	Reserved Budget	11,554.00					11,554.00	
1406	Operations		-				-	
1408	Management Improvements			5,000.00			5,000.00	
1410	Administration				-		-	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment					1,505,905.48	1,505,905.48	
							1,522,459.48	Total

0.00

0.00

0.00

0.00

0.00

0.00



## MEMO

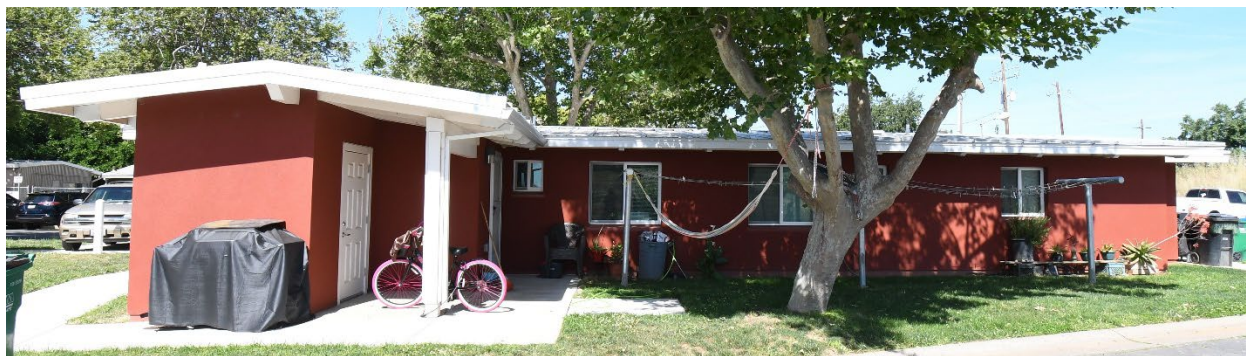
Date: July 12, 2024

To: HACB Board of Commissioners

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

Subject: Farm Labor Housing, Gridley – status report

As of July 1<sup>st</sup>, there were a total of (74) occupied units. There was (1) move-in and (2) move-out's in the month of June. A total of (13) concrete block units are vacant and are rent ready. (18) units are deemed uninhabitable, and (10) are offline, waiting for the next phase renovation. All of the remodeled units are currently occupied. **As residents move-out of the old 1930's-era wooden units the total number of units available for occupancy decreases as they are designated "Uninhabitable" with USDA-RD.** There are no pending unlawful detainers or intent to vacate notices at this time.



*Renovated 1980's era Concrete Block Housing*

AWI staff continue their marketing efforts. There are (10) applicants in the eligibility process, with one of the applicants nearing approval to move them in this month. 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 one-month free rent move-in special for all applicants. AWI outreaches to local farms and canneries, to improve the Wait List.

AWI has obtained a USDA-RD compliant Market Study, which is being readied for submittal to USDA-RD. The study indicates a lack of farm workers in the area that meet the 514 criteria in order to house them at GFLH. The waiver request would permit occupancy by over-income and/or non-farm labor households, and allow current over-income residents to remain that would make them eligible for housing.

Both HCD and USDA Rural Development performed site inspections for Gridley Farm Labor Housing. HCD staff was onsite for the inspection on 06/26/24, and USDA RD completed their inspection on 07/01/24. Resident files were audited and rental units were inspected during both

site inspections. HCD and USDA RD will be notifying AWI staff if there were any findings found in the upcoming weeks.

YTD total income comes in at \$732,638 or \$22,448 less than budget. The decrease in overall income is mostly attributed to vacancy loss, being \$20,955 more than budget. YTD expenses are \$105,386 less than anticipated at \$648,328. This brought YTD profit to \$82,937 more than budget at \$84,310. A total of \$57,485.48 is in the Reserve Account held by AWI.

Chavarria's Landscaping continues with landscape upkeep. Gutter cleaning for all units will be scheduled soon. Staff is seeking estimates to repair damaged playground equipment plus add bark and a border around the playground area. A vendor is being considered to assist maintenance with turns to help expedite moving in eligible applicants.



*Unrenovated 1980's era Concrete-block Unit*

Mi C.A.S.A.'s monthly food distribution was held on July 9<sup>th</sup>. Mi CASA's Spring Semester has come to an end, and staff is planning for Summer School classes which are anticipated to start in mid-July, 2024. For the 2025 NAHRO poster contest we received (2) poster entries from Mi CASA students; one was chosen by staff to be judged at the NorCal/Nevada NAHRO conference. The Mi CASA poster entry in the Elementary category was chosen, and will move on to Regional NAHRO competition in Santa Clara, seeking to move on to the National NAHRO competition.

The NVCSS Promotores Dual Language Learning (DLL) program is currently working with (16) families. Promotores and Red Cross staff collaborate with the residents on a Community Garden, located near the soccer field away from the rental units.

A violation notice was received at the end of May from the Butte County Division of Environmental Health for failure to collect and report results for required Manganese testing for 2024. The Manganese testing needed to be sampled and submitted by March 31, 2024 to avoid a citation, and in addition GFLH residents will need to be issued a public notification in regards to this matter. Staff reached out to Lance Andes, GFLH water service operator, and the testing was completed and submitted immediately. At this time all testing is in compliance with BCEH. Calendar invites have been created and distributed for each required chemical sampling to help ensure testing is not missed moving forward in order to keep the property in compliance.



Lead and Copper sampling that is completed every three years is due by the end of the year. This will be a partnership between staff and Lance Andes to obtain the required samples. Water must be collected from 5 units from the first water in the morning.



*State Demonstration “Demo” Housing Unit*

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.

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.



*1930’s era Wood Frame Units*

Project planning and design activities for the Well Backup Generator have commenced. The first progress meeting between RCAC and the HACB will take place mid-July, where planning and

design progress will be discussed. The project is expected to be completed within a timeframe of 14 to 24 months, contingent on potential procurement delays.

A roof leak was identified in the Mi C.A.S.A. building. A qualified roofing contractor was dispatched to the site to assess the damage and the inspection successfully pinpointed the source of the leak. At a cost of \$1,670, the roof repairs are anticipated to be completed by mid-July.

Please find third party property manager AWI's June, 2024 report following.

**Gridley Farm Labor Housing  
June 2024**



Separate *Variance Report* explaining budget differences and expenditures.

Current balance in the replacement reserve account held at AWI is \$57,485.48 as of the end of May. \$2,875 is transferred monthly.

**Updates:**

**GFLH** currently has 13 units available for occupancy. One move –in and two move-outs during the month of June.

As of the end of June

- 74 Occupied
- 10 units held for the next phase of rehab (planning to turn in house)
- 18 units deemed uninhabitable
- 13 units available for occupancy

**Unit Turns:**

- **Unit#BO1558** Unit turn nearly market ready. Currently working on a RA transfer.
- **Unit #BO1492** This is the new Maintenance unit. (Non-Rev)
- **Unit #MC1457** Full heavy turn.
- **Unit #AU874** Non-Rev unit transferring to unit #BO1492

Staff currently has 10 applicants on hand, collecting all verifications, one close to an approval. All applications being worked as quickly as possible. Looking at bringing in a vendor to assist with turns to expedite move ins.

**Important Note:** As residents move out of the “old wooden units” the total number of units available for occupancy decreases as they are marked uninhabitable with USDA-RD.



Advertising is ongoing via: Craigslist, The Publisher, flyers, signage, resident referrals, move in specials, outreach to ag employers, canneries, etc...

The market study has been completed and indicates a lack of farm workers in the area that meet the 514 criteria. AWI is following up with RD on the submission process.

Several June rents payments outstanding as it is early in the month.

- **Unit # BO1520** – Balance \$1,109.00 Payment plan.

Staff has contacted the vendor to repair the playground, estimate pending. The vendor is waiting for a response from his supplier. In addition to repairs, the addition of a border and bark is planned.

The 2024/2025 fiscal year budget draft is complete and has been submitted to RD.

HCD Inspection was completed on 6/26/2024, pending findings.

USDA-RD Inspection was completed on 7/1/24, pending findings.



Gridley Farm Labor 645  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 118,360.00	\$ 118,448.00	\$ (88.00)	\$ 1,073,592.00	\$ 1,066,032.00	\$ 7,560.00
Vacancies	\$ (22,029.00)	\$ (23,142.91)	\$ 1,113.91	\$ (202,732.00)	\$ (208,286.25)	\$ 5,554.25
Manager's Unit	(1,307.00)	(1,230.00)	(77.00)	(11,301.00)	(11,070.00)	(231.00)
<b>Total Tenant Rent</b>	<b>\$ 95,024.00</b>	<b>\$ 94,075.09</b>	<b>\$ 948.91</b>	<b>\$ 859,559.00</b>	<b>\$ 846,675.75</b>	<b>\$ 12,883.25</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 0.00	\$ 216.66	\$ (216.66)	\$ 1,407.15	\$ 1,950.00	\$ (542.85)
Interest Income	0.00	2.50	(2.50)	912.93	22.50	890.43
Restricted Reserve Interest Incom	0.00	0.00	0.00	177.75	0.00	177.75
Other Tenant Income	810.00	91.66	718.34	1,170.00	825.00	345.00
Miscellaneous Income	0.00	0.00	0.00	717.00	0.00	717.00
<b>Other Project Income</b>	<b>\$ 810.00</b>	<b>\$ 310.82</b>	<b>\$ 499.18</b>	<b>\$ 4,384.83</b>	<b>\$ 2,797.50</b>	<b>\$ 1,587.33</b>
<b>Total Project Income</b>	<b>\$ 95,834.00</b>	<b>\$ 94,385.91</b>	<b>\$ 1,448.09</b>	<b>\$ 863,943.83</b>	<b>\$ 849,473.25</b>	<b>\$ 14,470.58</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Page 3)	\$ 10,953.51	\$ 35,903.14	\$ (24,949.63)	\$ 208,035.71	\$ 323,128.50	\$ (115,092.79)
Utilities (Page 3)	6,705.69	10,841.07	(4,135.38)	84,848.94	97,569.75	(12,720.81)
Administrative (Page 3)	15,258.90	15,386.91	(128.01)	143,828.99	138,482.25	5,346.74
Taxes & Insurance (Page 3)	10,134.90	8,510.25	1,624.65	91,214.08	76,592.25	14,621.83
Other Taxes & Insurance (Page 4)	1,664.70	5,356.11	(3,691.41)	28,166.92	48,204.75	(20,037.83)
Other Project Expenses (Page 4)	1,053.06	2,158.23	(1,105.17)	8,623.10	19,424.25	(10,801.15)
<b>Total O&amp;M Expenses</b>	<b>\$ 45,770.76</b>	<b>\$ 78,155.71</b>	<b>\$ (32,384.95)</b>	<b>\$ 564,717.74</b>	<b>\$ 703,401.75</b>	<b>\$ (138,684.01)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 12,558.96	\$ 12,558.59	\$ .37	\$ 113,030.64	\$ 113,027.25	\$ 3.39
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 5,625.00	\$ 5,625.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	25,875.00	25,875.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 16,058.96</b>	<b>\$ 16,058.59</b>	<b>\$ .37</b>	<b>\$ 144,530.64</b>	<b>\$ 144,527.25</b>	<b>\$ 3.39</b>
<b>Total Project Expenses</b>	<b>\$ 61,829.72</b>	<b>\$ 94,214.30</b>	<b>\$ (32,384.58)</b>	<b>\$ 709,248.38</b>	<b>\$ 847,929.00</b>	<b>\$ (138,680.62)</b>
<b>Net Profit (Loss)</b>	<b>\$ 34,004.28</b>	<b>\$ 171.61</b>	<b>\$ 33,832.67</b>	<b>\$ 154,695.45</b>	<b>\$ 1,544.25</b>	<b>\$ 153,151.20</b>

Gridley Farm Labor 645  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Flow Items:						
Reserve Transfers	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,822.25	\$ 0.00	\$ 9,822.25
T & I Transfers	(10,499.00)	0.00	(10,499.00)	43,993.01	0.00	43,993.01
Operating-MMKT-FFB*	0.00	0.00	0.00	(100,538.40)	0.00	(100,538.40)
Tenants Security Deposits - FLH	(295.00)	0.00	(295.00)	896.00	0.00	896.00
Authorized Reserve - Other	0.00	0.00	0.00	(10,000.00)	0.00	(10,000.00)
Tenant Receivables	109.00	0.00	109.00	3,411.00	0.00	3,411.00
Other Receivables	6,801.82	0.00	6,801.82	(38,200.26)	0.00	(38,200.26)
Rental Assistance	1,157.00	0.00	1,157.00	(7,191.00)	0.00	(7,191.00)
Accounts Payable - Trade	(3,066.67)	0.00	(3,066.67)	(9,642.50)	0.00	(9,642.50)
Accrued Sewer Fees	2,469.58	0.00	2,469.58	18,314.79	0.00	18,314.79
Accrued Property Taxes	2,500.00	0.00	2,500.00	14,875.36	0.00	14,875.36
Accrued Property Taxes	1,499.75	0.00	1,499.75	(4,499.25)	0.00	(4,499.25)
Accrued Local Administration Fee	(6,875.00)	0.00	(6,875.00)	(1,875.00)	0.00	(1,875.00)
Total Other Cash Flow Items	\$ (6,198.52)	\$ 0.00	\$ (6,198.52)	\$ (80,634.00)	\$ 0.00	\$ (80,634.00)
Net Operating Cash Change	\$ 27,805.76	\$ 171.61	\$ 27,634.15	\$ 74,061.45	\$ 1,544.25	\$ 72,517.20
Cash Accounts	End Balance 1 Year Ago	Current Balance	Change			
Operating-FFB	\$ 88,989.56	\$ 163,051.01	\$ 74,061.45			
Operating-MMKT-FFB*	0.00	100,538.40	100,538.40			
Cash - FLH Operating Acct TCB	77,838.00	77,838.00	0.00			
Cash - FLH Operating Acct-Umpq	255,643.00	255,643.00	0.00			
Tax & Insurance - FFB	192,911.66	60,955.44	(131,956.22)			
Tax & Insurance - MMKT - FFB*	(74.62)	87,888.59	87,963.21			
RD Reserves - FFB	44,307.73	60,360.48	16,052.75			
Cash - FLH Security Deposits-TCB	49,340.00	49,340.00	0.00			
Cash - FLH Reserves-TCB	364,191.00	364,191.00	0.00			
Payables & Receivables:						
Accounts Payable - Trade	9,642.50	0.00	(9,642.50)			
Rents Receivable - Current Tenants	5,826.35	2,425.35	(3,401.00)			
Allowance for Doubtful Accounts	(60.00)	(60.00)	0.00			
Other Tenant Charges Receivable	10.00	0.00	(10.00)			



Gridley Farm Labor 645  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 7,051.51	\$ 6,820.91	\$ 230.60	\$ 67,430.60	\$ 61,388.25	\$ 6,042.35
Janitorial/Cleaning Supplies	0.00	79.75	(79.75)	1,770.72	717.75	1,052.97
Plumbing Repairs	0.00	832.91	(832.91)	1,735.00	7,496.25	(5,761.25)
Painting & Decorating	372.21	199.41	172.80	2,694.94	1,794.75	900.19
Repairs & Maintenance - Supply	336.10	1,532.34	(1,196.24)	12,827.86	13,791.00	(963.14)
Repairs & Maintenance - Contract	0.00	2,252.91	(2,252.91)	6,655.73	20,276.25	(13,620.52)
Grounds Maintenance	0.00	8,000.00	(8,000.00)	65,938.34	72,000.00	(6,061.66)
Pest Control Service	0.00	249.41	(249.41)	1,225.00	2,244.75	(1,019.75)
Fire/Alarm Services	138.43	1,588.50	(1,450.07)	1,233.92	14,296.50	(13,062.58)
Security Service	1,927.80	0.00	1,927.80	16,091.16	0.00	16,091.16
Repairs & Maintenance - Other	0.00	11,983.34	(11,983.34)	18,772.00	107,850.00	(89,078.00)
Repairs & Maintenance - Flooring	0.00	975.00	(975.00)	1,829.52	8,775.00	(6,945.48)
Repairs & Maintenance - Appliance	1,127.46	697.25	430.21	7,252.90	6,275.25	977.65
Repairs & Maintenance - HVAC	0.00	250.00	(250.00)	556.70	2,250.00	(1,693.30)
Repairs & Maintenance - Water Heaters	0.00	142.50	(142.50)	0.00	1,282.50	(1,282.50)
Carpet Cleaning	0.00	25.09	(25.09)	0.00	225.75	(225.75)
HVAC Repairs	0.00	53.41	(53.41)	1,889.00	480.75	1,408.25
Cable Service	0.00	178.75	(178.75)	0.00	1,608.75	(1,608.75)
Tenant Services	0.00	41.66	(41.66)	132.32	375.00	(242.68)
Total Maint. & Operating Exp.	\$ 10,953.51	\$ 35,903.14	\$ (24,949.63)	\$ 208,035.71	\$ 323,128.50	\$ (115,092.79)
Utilities:						
Electricity	\$ 3,169.68	\$ 2,666.66	\$ 503.02	\$ 25,168.31	\$ 24,000.00	\$ 1,168.31
Water	129.05	2,916.66	(2,787.61)	20,961.72	26,250.00	(5,288.28)
Sewer	2,469.58	2,174.41	295.17	18,314.79	19,569.75	(1,254.96)
Heating Fuel/Other	215.67	583.34	(367.67)	3,316.67	5,250.00	(1,933.33)
Garbage & Trash Removal	721.71	2,500.00	(1,778.29)	17,087.45	22,500.00	(5,412.55)
Total Utilities	\$ 6,705.69	\$ 10,841.07	\$ (4,135.38)	\$ 84,848.94	\$ 97,569.75	\$ (12,720.81)
Administrative:						
Manager's Salary	\$ 7,279.23	\$ 7,713.59	\$ (434.36)	\$ 63,922.11	\$ 69,422.25	\$ (5,500.14)
Management Fees	7,390.00	6,715.00	675.00	71,996.00	60,435.00	11,561.00
Bad Debt Expense	(77.00)	0.00	(77.00)	888.50	0.00	888.50
Auditing	666.67	666.66	.01	6,000.03	6,000.00	.03
Legal	0.00	291.66	(291.66)	73.75	2,625.00	(2,551.25)
Other Administrative Expenses	0.00	0.00	0.00	948.60	0.00	948.60
Total Administrative Expense	\$ 15,258.90	\$ 15,386.91	\$ (128.01)	\$ 143,828.99	\$ 138,482.25	\$ 5,346.74
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 1,499.75	\$ 1,493.34	\$ 6.41	\$ 13,497.75	\$ 13,440.00	\$ 57.75
Special Assessments	2,500.00	2,117.50	382.50	22,500.00	19,057.50	3,442.50
Property Insurance	6,135.15	4,899.41	1,235.74	55,216.33	44,094.75	11,121.58

Gridley Farm Labor 645  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Total Taxes & Insurance Expense	\$ 10,134.90	\$ 8,510.25	\$ 1,624.65	\$ 91,214.08	\$ 76,592.25	\$ 14,621.83
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,086.75	\$ 1,270.59	\$ (183.84)	\$ 11,392.03	\$ 11,435.25	\$ (43.22)
Other Taxes, Fees & Permits	0.00	116.34	(116.34)	11,473.10	1,047.00	10,426.10
Bond Premiums	0.00	15.00	(15.00)	0.00	135.00	(135.00)
Worker's Compensation Insurance	568.72	1,075.84	(507.12)	5,130.72	9,682.50	(4,551.78)
Personnel Medical Insurance	9.23	2,878.34	(2,869.11)	171.07	25,905.00	(25,733.93)
Total Other Taxes & Insurance	\$ 1,664.70	\$ 5,356.11	\$ (3,691.41)	\$ 28,166.92	\$ 48,204.75	\$ (20,037.83)
Other Project Expenses						
Telephone & Answering Service	\$ 95.45	\$ 314.66	\$ (219.21)	\$ 741.01	\$ 2,832.00	\$ (2,090.99)
Internet Service	389.31	135.34	253.97	3,437.07	1,218.00	2,219.07
Advertising	0.00	375.00	(375.00)	68.17	3,375.00	(3,306.83)
Water/Coffee Service	21.23	0.00	21.23	77.95	0.00	77.95
Office Supplies & Expense	379.05	504.41	(125.36)	1,891.82	4,539.75	(2,647.93)
Postage	7.00	41.75	(34.75)	212.43	375.75	(163.32)
Toner/Copier Expense	18.18	27.75	(9.57)	240.24	249.75	(9.51)
Office Furniture & Equipment Expense	0.00	0.00	0.00	377.04	0.00	377.04
Travel & Promotion	110.00	611.91	(501.91)	395.25	5,507.25	(5,112.00)
Training Expense	0.00	104.16	(104.16)	946.17	937.50	8.67
Credit Checking	32.84	13.41	19.43	213.46	120.75	92.71
Employee Meals	0.00	29.84	(29.84)	22.49	268.50	(246.01)
Total Other Project Expenses	\$ 1,053.06	\$ 2,158.23	\$ (1,105.17)	\$ 8,623.10	\$ 19,424.25	\$ (10,801.15)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.59	\$ .37	\$ 113,030.64	\$ 113,027.25	\$ 3.39
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 5,625.00	\$ 5,625.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	25,875.00	25,875.00	0.00
Total Mortgage & Owner's Exp.	\$ 16,058.96	\$ 16,058.59	\$ .37	\$ 144,530.64	\$ 144,527.25	\$ 3.39
Total Expenses	<u>\$ 61,829.72</u>	<u>\$ 94,214.30</u>	<u>\$ (32,384.58)</u>	<u>\$ 709,248.38</u>	<u>\$ 847,929.00</u>	<u>\$ (138,680.62)</u>
Reserves						
Authorized Reserve - Other	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 10,000.00</u>	<u>\$ 0.00</u>	<u>\$ 10,000.00</u>
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	\$ 10,000.00

Date: July 12, 2024

MEMO

To: HACB Board of Commissioners

From: Larry Guanzon, Executive Director

Subject: Agenda Item 3.10 - Status Report: Bond-Financed and Other-owned Properties

Bond-Financed

- Alamont Apartments, Chico (30 units, family)
- Cordillera/Cameo 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)

*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 Arrowhead Management's financials for Gridley Springs II.*

**Alamont Apartments, Chico** (30 units, family, RSC) – There was two (2) vacancies as of the first of July. The monthly RSC narrative reviews the specific turnover incurred for the month. All rents were collected for the month. Total YTD income is \$4,394 more than budget, at \$271,449. Total expenses are \$28,067 less than anticipated, bringing the NOI to \$32,461 more than budget, at \$188,798.



*Alamont Apartments, 811 West East Avenue, Chico*

**Cordillera/Cameo Apartments, Chico** (20 units, family, RSC) - The property had no (0) vacancy as of July 1<sup>st</sup>. RSC reviews unpaid rents in their monthly narrative following, including three units, explained in detail. Total YTD income is slightly higher than budget at \$155,816. YTD vacancy loss is more than anticipated at \$8,846, or \$3,096 more than budget. Total YTD Operating Expenses are higher than budget by \$4,467, due to the increased turnover and maintenance expenses. NOI comes to \$66,921, or \$3,903 less than budget.



*Cordillera Apartments, Cameo Way, Chico*

**Evanswood Estates Apartments, Oroville** (31 units, family, RSC) – There were no (0) vacancies as of the first of the month. Three households owe small amounts of rent, which management is collecting; all other rents were fully collected for the month. Total income YTD is \$3,861 more than anticipated, at \$353,329. Total YTD Operating Expenses are \$3,344 more than budget, at \$184,800. YTD NOI is \$517 more than budget, at \$168,529. Renting, maintenance, and utility expenses all came in higher YTD.

**Evanswood Estates Apartments, Oroville Units #21, 25, and 33**, tracked separately, were occupied with no unpaid rents. Income and expenses are all within or slightly ahead of budget, with expenses being lower than budget. YTD NOI is \$3,025 more than budget, at \$16,929.



*Evanswood Estates, Table Mountain Boulevard, Oroville - new exteriors.*





*Lincoln Apartments, 474 East 12<sup>th</sup> Street, Chico*

**Lincoln Apartments, Chico** (18 units, family, RSC) – Lincoln Apartments had no vacancy as of the first of the month; all rents were collected. Total YTD income is ahead of budget by \$1,122 at \$133,016. Total YTD Expenses are over budget by \$2,955, bringing YTD NOI lower than budget at \$65,807. Stair, railing, second level deck resurfacing and exterior paint improvements, are in process for bidding and completion later in 2024. The improvement activity is planned to require minimal tenant relocation. The first attempt to bid for the improvements resulted in two bids, of which only one qualified, and that, significantly above the “independent cost estimate”. Consequently, the scope of work is being refined to achieve better bid response in the next effort to procure a qualified contractor.

**Locust Apartments, Chico** (10 units, family, RSC) – The property has zero (0) vacancy as of July 1<sup>st</sup>. All households paid rent for the month with the exception of one unit, owing a small balance. Total income YTD is ahead of budget by \$611, at \$71,726. Total Expenses are lower than budget by \$10,070, so NOI came in higher than budget by \$10,681, at \$44,874. The majority of bond-funded capital improvements are complete, with replacement of water heaters, range hoods, and GFCI outlets installed.



*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 no vacancy. All rents were paid, with the exception of two units, two households owing small balances where RSC is in the process of collecting the remaining owed. Total YTD Income is higher than budget by \$8,871 at \$257,840. Expenses are higher than budget due to costs associated with the four units previously turned over earlier this year. Turnover, and Maintenance expenses were higher than anticipated YTD, bringing NOI to \$5,875 less than budget, at \$129,881. Bond-funded work, including equipment and pergola replacements, upgrade of the Community Room, and site path of travel improvements, are in process, with property management collecting bids - work is anticipated for late in 2024.

### **Other-Owned Properties**

**Gridley Springs II**, Gridley (24 units, Family, Arrowhead Housing) The property has one (1) vacancy as of July 1<sup>st</sup>. There are no additional 30-day notices. Property management has transitioned to Arrowhead Housing, with ending and starting balances confirmed. YTD income is down compared to budget, though rent increases will be implemented consistent with release of the annual Area Medium Income (AMI) schedules, upon which rents are structured. The actual budgeted amount will increase as the rent increases go in effect. ***The June monthly financials did not arrive in time for this memo.*** This month, the annual HCD loan residual payment was paid, totaling \$13,056. Mr. Rooter was paid a total of \$3,921.54 for water heater replacement, shower handle/cartridge replacement and clearing of a sewer line. Again, the total

YTD Income is skewed on the budget due to rental increases yet to be incorporated and the overage in YTD expenses previously mentioned; thus, affecting the decrease in property's budgeted NOI. Please find Arrowhead's short narrative, following.



*Gridley Springs Apartments II, 210 Ford Avenue, Gridley*

**Mayer Commons (Kathy Court Apartments), Paradise** (12 units, family, RSC) – The general contractor, Modern Construction, has completed the building pad, on-site and under-slab utilities, framing is substantially complete, and electrical, mechanical, and plumbing work are well underway. Construction is moving along as scheduled with completion due the first quarter of 2025.

**2131 Fogg Ave, Oroville** (SFH, HACB) – The single-family house is vacant. A contractor has been secured to complete the removal, scheduled to be completed in August/September, subject to PG&E removal of the gas and electric meters.



July 2, 2024

Larry Guanzon  
Executive Director  
Housing Authority of the County of Butte  
2039 Forest Ave  
Chico, CA 95928

RE: June 2024 HACB Monthly Financial Package

Dear Mr. Guanzon:

Below is a summary of the June 2024 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 June. There were no new move ins or move outs during the month.
- **Rent Collection** –
  - ✓ Unit #1 owed \$818.00 for June rent, which they paid on July 1<sup>st</sup>.
  - ✓ Unit #10 has a small outstanding June rent balance of \$18.00.
  - ✓ All other tenants paid in full.



Mr. Larry Guanzon, Executive Director  
Chico, California

- **Expense Variances –**
  - ✓ Property expenses were at or below budget for the month.
- **Owner Distributions –**
  - ✓ The monthly owner distribution for June was \$2,178.97.
  - ✓ The 3<sup>rd</sup> quarter owner distribution totaled \$9,567.00.

### **Alamont Apartments**

#### **Monthly Highlights:**

- **Occupancy –** We had one new move in during the month and one move out, unit #13. A new resident moved into unit #28 on June 15<sup>th</sup> leaving only unit #10 and #13 vacant on June 30<sup>th</sup>. We have an approved applicant scheduled to move into unit #10 on July 12<sup>th</sup>. We are actively marketing unit #13.
- **Rent Collection –**
  - ✓ All tenants paid in full.
- **Expense Variances –**
  - ✓ Utility expenses - Water costs were over for the month and YTD are over budget due to higher usage over the prior year. Electric costs are higher mostly due to charges for the vacant units.
  - ✓ Turnover expenses were well below budget. Our recent turnover of units #20 and #28 required minimal rent-ready preparation.
  - ✓ Maintenance costs were higher, as a new light was installed in the pool.
- **Capital Expenses –**
  - ✓ A new dishwasher was installed in unit #15 as part of the 2020A Capital Bond Project.
- **Owner Distributions –**
  - ✓ The monthly owner distribution for June was \$6,843.39.
  - ✓ The 3<sup>rd</sup> quarter owner distribution totaled \$28,701.00.

Mr. Larry Guanzon, Executive Director  
Chico, California

### **Cordillera/Cameo Drive Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 100% as of the end of June. There were no new move ins or move outs for the month.
- **Rent Collection**
  - ✓ Unit #41-3A-owes for June rent and the May late fee. We are working with the tenant and Behavior Health on collecting these balances.
  - ✓ Unit #45-1 has an outstanding balance of \$499.50. We are working with the resident to collect this balance.
  - ✓ Unit #49-1 has an outstanding balance of \$65.73 which they are making additional payments each month per our payment plan with them.
  - ✓ All other tenants paid in full.
- **Expense Variances**
  - ✓ Total Operating expenses were at budget as expenses were at or below the budget.
- **Capital Expenses** –
  - ✓ A new retrofitted patio door was installed in unit #37-1.
- **Owner Distributions** –
  - ✓ The 3<sup>rd</sup> quarterly owner distribution totaled \$13,710.35.

### **Evanswood Estates Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 100% at the end of June, as there were no new move ins or move outs.
- **Rent Collection**
  - ✓ Unit #17 owes \$25.00 for the remaining June rent
  - ✓ Unit #37 owes \$30.00 for the remaining June rent.
  - ✓ Unit #364 owed \$50.00 for June rent but paid it in full in July.
  - ✓ All other tenants paid in full.
- **Expense Variances**
  - ✓ Administrative and Utility expenses were in line with the budget for the month.
  - ✓ We had the HVAC's for units #8, 12, and 61 serviced, resulting in a cost overage of \$982.50 for the month.

Mr. Larry Guanzon, Executive Director  
Chico, California

- **Owner Distributions –**
  - ✓ The monthly owner distribution for June was \$18,031.81.
  - ✓ The 3<sup>rd</sup> quarter owner distribution totaled \$26,787.00.

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

#### **Monthly Highlights**

- **Occupancy** – 100% at the end of June. There we no move-outs or move-ins during the month.
- **Rent Collection** – 100% of rent was collected.
- **Expense Variances**
  - ✓ Overall operating expenses were in line with the budget for the month.
  - ✓ Resident Manager expenses were over budget as they spent additional time addressing a pest issue in unit #37-1 and an after hours electrical repair in unit #37-4.
- **Owner Distributions –**
  - ✓ The monthly owner distribution for June was \$2,138.32.

### **Kathy Court Apartments**

#### **Monthly Highlights:**

- **Expense Variances**
  - ✓ All operating expenses were in line with the budget for the month.

### **Lincoln Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 100% as of the end of June. There was a new move in for unit #18 on June 7<sup>th</sup>.

Mr. Larry Guanzon, Executive Director  
Chico, California

- **Rent Collection**
  - ✓ Unit #18 has a small balance of \$48.74, which is for a PG&E billing for a few days before it was put into her name.
  - ✓ All of the other tenants paid in full.
- **Expense Variances –**
  - ✓ Administrative expenses were higher due to setting up and training the new resident manager.
  - ✓ Overall operating expenses were in-line with or below the budgeted amount.
- **Owner Distributions –**
  - ✓ The monthly owner distribution for June was \$927.13.
  - ✓ The 3<sup>rd</sup> quarterly owner distribution totaled \$17,220.00.

### **Park Place Apartments**

#### **Monthly Highlights:**

- **Occupancy –** 100% as of the end of June as there were no new move ins or move outs.
- **Rent Collection**
  - ✓ Unit #16 has an outstanding balance for June rent of \$326.04.
  - ✓ Unit #26 has a \$50.00 balance owing for June rent.
  - ✓ All other tenants paid in full.
- **Expense Variances –**
  - ✓ Administrative, Utility and Maintenance expenses were in line with the budget for the month.
  - ✓ Service – HVAC costs were over budget as we had units #11 and #33 repaired.
- **Capital Improvements –**
  - ✓ A new tub surround was installed in unit #38.
  - ✓ There was a tree removal completed during June.

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

Mr. Larry Guanzon, Executive Director  
Chico, California

Respectfully,

A handwritten signature in black ink, appearing to read 'Richard Gillaspie', with a stylized, cursive flourish at the end.

Richard Gillaspie  
Property Manager  
RG:ph

## GRIDLEY SPRING

### July 2024

Property Status:

1. GSI has 0 vacant units with Zero notices to vacate
2. GSII has 1 vacant unit with Zero notices to vacate. Move in approved for 07/08/2024.
3. GS1 is scheduled for its USDA physical inspection on 07/03/2024.
4. GS2 is scheduled for its HCD RHCP Bond physical and file inspection on 07/09/2024.
5. GS1 is scheduled for a WNC (tax credit equity investor) physical inspection on 7/10/2024.
6. GS2 preliminary FY25 budget has been submitted to HACB for review.

Sincerely,

*Mac Upshaw*

Mac Upshaw

## MEMO

Date: July 12, 2024

To: HACB Board of Commissioners

From: Larry Guanzon, 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 seven (7) vacancies as of the 1<sup>st</sup> of June. The increase in vacancies has been anticipated as households move to new family tax-credit subsidized properties. Secondly, there has been more turnover due to non-payment of rents, as residents have moved or an unlawful detainer had been filed. AWI has increased their marketing to address the overall vacancy loss. AWI details current turnover status in the monthly narrative following, as well as unpaid rents for the month. The cost for three (3) exterior building balconies (12 total balconies) came in at approximately \$50,000, and this has been completed. The expense to rebuild the balconies will come out of property and operating reserves. We are currently looking to upgrade additional balconies before year-end. Concrete trip hazards are being completed. Parking lot bids to repair/replace sections of asphalt have been obtained and work will be completed weather permitting. Four coin-op laundry machines were vandalized and are in the process of being repaired and or replaced. AWI is looking into new card-based machines, eliminating the risk presented by coinage which will be installed within the next 30 days. Garbage enclosures improvements are complete. YTD income is up approximately \$7,678 compared to budget, at \$424,822, with total expenses \$76,525 more than budget YTD due to the \$100,000 deposited into the property reserve account. Total Reserves YTD come in at \$524,105.03. The property is subject to repositioning, involving refinancing, capital improvements, and replacements. Please find AWI's monthly narrative and financials following.



*Chico Commons Apartments, 2071 Amanda Way, Chico*



*Walker Commons Apartments, 678 Buttonwillow Lane, Chico*

**Walker Commons Apartments, Chico** (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property had zero (0) vacancy as of July 1<sup>st</sup>. There is one 30-day notice to vacate, due to the household being admitted to the hospital. There was only one household that had rent outstanding which will be collected. The new maintenance technician, Gregory Ramirez, and new on-site manager Miriam Sainz, are continuing to settle into their new roles. Residents and staff have continued to partner to create monthly activities supporting all residents. A July 4<sup>th</sup> potluck was enjoyed by all residents. YTD income is higher than budget by approximately \$28,539 at \$259,263. YTD overall expenses came in higher than anticipated by \$53,38 at \$271,486. Total Reserve balance is \$668,357.59.

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 Apartments*





*1200 Park Avenue Apts – Corner of Park Avenue and West 13<sup>th</sup> Streets, Chico*

**1200 Park Avenue Apartments**, Chico (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – There are six (6) vacancies as of this date. AWI reviews the turnover and market ready status of these six units in their report, following. There are an additional three (3) 30-day notices to vacate. AWI is processing applications and preparing the units for lease. Marketing efforts, including flyers have increased due to vacancies; many fixed-extremely low-income applicants on the waiting lists have insufficient income to pay the 50-60% AMI rents. Remaining unpaid rents are in process of being collected, including seven units. Unfortunately, the previous hired new manager and on-site asst manager no longer are with AWI. The property is in the process of actively recruiting for new on-site managers. Local property managers are filling in on an “interim basis”. Bids are being sought for “sun” damaged or frayed window screens throughout the property. The first-floor common area carpet is being replaced with a hard surface for ease of care; to be completed within 30 days. CAA Food Distribution is on-going. North Valley Catholic Social Services and others are continuing to be contacted to provide activities for property residents. Mai Kirk, MSW Social Worker from the County of Butte, has been providing information for different programs to the resident seniors, which includes Passages and IHSS. The residents and AWI staff continue to calendar events - monthly bingo and birthdays are celebrated. Water Color classes are being attended by residents. Usage of the conference room for an “art class” is scheduled every Thursday. Butte County Library is serving property residents. Please find AWI’s monthly financials and narrative following. YTD income is down by \$13,629, at \$538,780, due to not being able to increase rents to maximum allowed by tax-credit regulation, because of State and local rent restrictions. YTD expenses come in at \$494,571, or \$29,370 less than budget. This brought the net profit YTD to \$15,740 more than budget at \$44,208. A total of \$379,325.54 is in the Reserve balance. The property is subject to repositioning, involving refinancing and capital improvements.



*1200 Park Avenue Apartments, Inner Courtyard view*

## Chico Commons Apartments June 2024

Separate *Variance Report* explaining budget differences and expenditures.  
The current reserve balance is \$524,105.03. The monthly transfer is \$2500.00

### Updates:

Chico Commons currently has 7 vacancies. A large number of current vacancies are attributed to non-payment of rent.

#### Vacancies:

- **Unit #48** – (vacated without reason) Unit Market ready. Applicant in process.
- **Unit #12** – (abandoned the unit, laid off work) Unit turn in process. Kitchen cabinets almost done, fridge on order. Working applicant.
- **Unit #6** – (vacated for non-payment to avoid eviction). Unit turn in process. Full paint completed, new flooring, blinds detail cleaning.
- **Unit #16** – (Termination for non-payment) Unit close to market ready. Pending detail cleaning only.
- **Unit #60** – (Termination for non-payment) Full paint complete. Detail cleaning, new flooring, blinds, partial cabinets/drawers will need replacement and multiple doors. Applicant file under review
- **Unit#57** – (personal) new move out.
- **Unit #3** – (Transfer from unit #65) New move out.

#### Upcoming Vacancies:

- **Unit #47** sent to legal for non-payment of rent.

Management continues advertising via: flyers, signage and resident referrals..

To date in July, 16 rent payments outstanding - Property Manager is following up to collect.

The balcony upgrades for three buildings is completed.

Upgrade and reinforcement of the garbage enclosure gates is complete.

Seeking estimates for needed concrete grinding.



We have entered into a three year contract for coinless laundry equipment. The card readers require replacement of the older model laundry equipment. Once the new equipment arrives, the card readers will be installed.

The site is fully staffed and local techs continue to assist as needed due to the high volume of unit turner over.



Chico Commons 549  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 77,629.00	\$ 73,639.00	\$ 3,990.00	\$ 463,890.00	\$ 441,834.00	\$ 22,056.00
Vacancies	(6,561.00)	(4,418.34)	(2,142.66)	(46,727.00)	(26,510.00)	(20,217.00)
Rent Adjustments	(600.00)	(245.84)	(354.16)	407.60	(1,475.00)	1,882.60
Manager's Unit	(1,024.00)	(1,024.00)	0.00	(6,085.00)	(6,144.00)	59.00
Total Tenant Rent	<u>\$ 69,444.00</u>	<u>\$ 67,950.82</u>	<u>\$ 1,493.18</u>	<u>\$ 411,485.60</u>	<u>\$ 407,705.00</u>	<u>\$ 3,780.60</u>
<b>Other Project Income:</b>						
Laundry Income	\$ 236.43	\$ 872.66	\$ (636.23)	\$ 2,788.14	\$ 5,236.00	\$ (2,447.86)
Interest Income	193.73	7.25	186.48	1,079.14	43.50	1,035.64
Restricted Reserve Interest Incom	0.00	0.00	0.00	1,657.23	0.00	1,657.23
Late Charges	302.00	271.09	30.91	1,531.22	1,626.50	(95.28)
Other Tenant Income	\$ 941.98	\$ 422.25	\$ 519.73	\$ 5,960.06	\$ 2,533.50	\$ 3,426.56
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 321.49	\$ 0.00	\$ 321.49
Other Project Income	<u>\$ 1,674.14</u>	<u>\$ 1,573.25</u>	<u>\$ 100.89</u>	<u>\$ 13,337.28</u>	<u>\$ 9,439.50</u>	<u>\$ 3,897.78</u>
Total Project Income	<u><u>\$ 71,118.14</u></u>	<u><u>\$ 69,524.07</u></u>	<u><u>\$ 1,594.07</u></u>	<u><u>\$ 424,822.88</u></u>	<u><u>\$ 417,144.50</u></u>	<u><u>\$ 7,678.38</u></u>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 14,671.39	\$ 25,595.68	\$ (10,924.29)	\$ 164,744.45	\$ 153,574.00	\$ 11,170.45
Utilities (From Pg 2)	6,795.60	10,830.25	(4,034.65)	44,141.81	64,981.50	(20,839.69)
Administrative (From Pg 2)	8,744.62	12,465.50	(3,720.88)	74,611.24	74,793.00	(181.76)
Taxes & Insurance (From Pg 2)	3,386.92	3,084.82	302.10	20,321.52	18,509.00	1,812.52
Other Taxes & Insurance (Fr Page	1,028.65	3,410.00	(2,381.35)	8,411.99	20,460.00	(12,048.01)
Other Project Expenses	816.52	1,812.23	(995.71)	7,485.07	10,873.50	(3,388.43)
Total O&M Expenses	<u>\$ 35,443.70</u>	<u>\$ 57,198.48</u>	<u>\$ (21,754.78)</u>	<u>\$ 319,716.08</u>	<u>\$ 343,191.00</u>	<u>\$ (23,474.92)</u>
<b>Mortgage &amp; Owner's Expense</b>						
Interest Expense - City of Chico	\$ 2,604.17	\$ 2,604.16	\$ .01	\$ 15,625.02	\$ 15,625.00	\$ .02
Mortgage Payment	\$ 2,604.17	\$ 2,604.16	\$ .01	\$ 15,625.02	\$ 15,625.00	\$ .02
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 6,480.00	\$ 6,480.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	115,000.00	15,000.00	100,000.00
Total Mortgage & Owner's Exp.	<u>\$ 6,184.17</u>	<u>\$ 6,184.16</u>	<u>\$ .01</u>	<u>\$ 137,105.02</u>	<u>\$ 37,105.00</u>	<u>\$ 100,000.02</u>
Total Project Expenses	<u><u>\$ 41,627.87</u></u>	<u><u>\$ 63,382.64</u></u>	<u><u>\$ (21,754.77)</u></u>	<u><u>\$ 456,821.10</u></u>	<u><u>\$ 380,296.00</u></u>	<u><u>\$ 76,525.10</u></u>
Net Profit (Loss)	<u><u>\$ 29,490.27</u></u>	<u><u>\$ 6,141.43</u></u>	<u><u>\$ 23,348.84</u></u>	<u><u>\$ (31,998.22)</u></u>	<u><u>\$ 36,848.50</u></u>	<u><u>\$ (68,846.72)</u></u>

Other Cash Flow Items:

Chico Commons 549  
For the Month Ended June 30, 2024  
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	\$ (1,657.23)	\$ 0.00	\$ (1,657.23)
T & I Transfers	(3,185.50)	0.00	(3,185.50)	(19,190.43)	0.00	(19,190.43)
Operating - MMKT- FFB*	(193.73)	0.00	(193.73)	206,998.29	0.00	206,998.29
Security Deposits Held	1,300.00	0.00	1,300.00	(1,235.00)	0.00	(1,235.00)
Authorized Reserve - Other	0.00	(8,087.50)	8,087.50	0.00	(48,525.00)	48,525.00
Tenant Receivables	1,640.81	0.00	1,640.81	8,067.62	0.00	8,067.62
Other Receivables	4,053.59	0.00	4,053.59	24,321.54	0.00	24,321.54
Accounts Payable - Trade	352.20	0.00	352.20	(31,768.87)	0.00	(31,768.87)
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	(15,624.98)	0.00	(15,624.98)
Partner's Equity	0.00	0.00	0.00	(76,798.00)	0.00	(76,798.00)
Total Other Cash Flow Items	<u>\$ 6,571.54</u>	<u>\$ (8,087.50)</u>	<u>\$ 14,659.04</u>	<u>\$ 93,112.94</u>	<u>\$ (48,525.00)</u>	<u>\$ 141,637.94</u>
Net Operating Cash Change	<u><u>\$ 36,061.81</u></u>	<u><u>\$ (1,946.07)</u></u>	<u><u>\$ 38,007.88</u></u>	<u><u>\$ 61,114.72</u></u>	<u><u>\$ (11,676.50)</u></u>	<u><u>\$ 72,791.22</u></u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 11,486.39	\$ 72,601.11	\$ 61,114.72
Operating - MMKT- FFB*	235,996.02	28,997.73	(206,998.29)
Tax & Insurance-FFB	31,796.70	50,987.13	19,190.43
Security Deposit - FFB	44,775.00	44,775.00	0.00
Reserve Acct-FFB	46,082.80	41,239.66	(4,843.14)
Reserve Acct - MMKT - FFB*	361,365.00	482,865.37	121,500.37
Payables & Receivables:			
Accounts Payable - Trade	24,216.07	(7,552.80)	(31,768.87)
Rents Receivable - Current Tenants	17,720.84	7,020.37	(10,700.47)
Allowance for Doubtful Accounts	(2,666.60)	(2,407.61)	258.99
Other Tenant Charges Receivable	2,090.73	4,464.59	2,373.86

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 4,350.86	\$ 6,044.16	\$ (1,693.30)	\$ 29,417.79	\$ 36,265.00	\$ (6,847.21)
Janitorial/Cleaning Supplies	165.99	137.34	28.65	360.28	824.00	(463.72)
Plumbing Repairs	0.00	468.16	(468.16)	2,497.37	2,809.00	(311.63)
Painting & Decorating	170.59	508.16	(337.57)	6,678.74	3,049.00	3,629.74
Repairs & Maintenance - Supply	2,242.87	3,707.09	(1,464.22)	14,692.99	22,242.50	(7,549.51)
Repairs & Maintenance - Contract	1,556.03	1,727.66	(171.63)	20,673.41	10,366.00	10,307.41
Grounds Maintenance	1,750.00	2,008.34	(258.34)	12,735.00	12,050.00	685.00

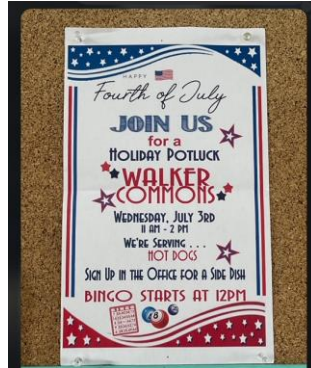
Chico Commons 549  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Pest Control Service	\$ 258.00	\$ 746.09	\$ (488.09)	\$ 7,565.00	\$ 4,476.50	\$ 3,088.50
Fire/Alarm Services	150.00	740.00	(590.00)	2,798.97	4,440.00	(1,641.03)
Capital Improvements - Other	1,155.03	5,209.50	(4,054.47)	14,013.43	31,257.00	(17,243.57)
Capital Improvements - Flooring	0.00	2,433.34	(2,433.34)	15,718.38	14,600.00	1,118.38
Capital Improvements - Appliance	2,776.37	858.34	1,918.03	17,176.20	5,150.00	12,026.20
Capital Improvements - HVAC Repl	0.00	0.00	0.00	8,520.46	0.00	8,520.46
Carpet Cleaning	0.00	66.25	(66.25)	488.98	397.50	91.48
HVAC Repairs	0.00	820.00	(820.00)	10,769.00	4,920.00	5,849.00
Cable Service	95.65	79.59	16.06	638.45	477.50	160.95
Tenant Services	0.00	41.66	(41.66)	0.00	250.00	(250.00)
Total Maint. & Operating Exp.	\$ 14,671.39	\$ 25,595.68	\$ (10,924.29)	\$ 164,744.45	\$ 153,574.00	\$ 11,170.45
Utilities:						
Electricity	\$ 949.17	\$ 879.91	\$ 69.26	\$ 5,111.87	\$ 5,279.50	\$ (167.63)
Water	1,634.07	2,754.84	(1,120.77)	7,779.44	16,529.00	(8,749.56)
Sewer	1,698.11	2,746.59	(1,048.48)	11,886.77	16,479.50	(4,592.73)
Heating Fuel/Other	1,109.35	1,933.91	(824.56)	8,729.13	11,603.50	(2,874.37)
Garbage & Trash Removal	1,404.90	2,515.00	(1,110.10)	10,634.60	15,090.00	(4,455.40)
Total Utilities	\$ 6,795.60	\$ 10,830.25	\$ (4,034.65)	\$ 44,141.81	\$ 64,981.50	\$ (20,839.69)
Administrative:						
Manager's Salary	\$ 3,747.15	\$ 5,865.66	\$ (2,118.51)	\$ 24,792.83	\$ 35,194.00	\$ (10,401.17)
Management Fees	3,816.00	3,816.00	0.00	22,896.00	22,896.00	0.00
Bad Debt Expense	514.80	1,269.25	(754.45)	20,346.09	7,615.50	12,730.59
Auditing	666.67	666.66	.01	4,000.02	4,000.00	.02
Legal	0.00	833.34	(833.34)	2,576.30	5,000.00	(2,423.70)
Other Administrative Expenses	0.00	14.59	(14.59)	0.00	87.50	(87.50)
Total Administrative Expense	\$ 8,744.62	\$ 12,465.50	\$ (3,720.88)	\$ 74,611.24	\$ 74,793.00	\$ (181.76)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 92.66	\$ (92.66)	\$ 0.00	\$ 556.00	\$ (556.00)
Property Insurance	3,386.92	2,992.16	394.76	20,321.52	17,953.00	2,368.52
Total Taxes & Insurance Expense	\$ 3,386.92	\$ 3,084.82	\$ 302.10	\$ 20,321.52	\$ 18,509.00	\$ 1,812.52
Other Taxes & Insurance:						
Payroll Taxes	\$ 647.15	\$ 1,069.75	\$ (422.60)	\$ 4,988.22	\$ 6,418.50	\$ (1,430.28)
Other Taxes, Fees & Permits	0.00	192.00	(192.00)	820.95	1,152.00	(331.05)
Bond Premiums	0.00	32.25	(32.25)	0.00	193.50	(193.50)
Worker's Compensation Insurance	335.26	643.75	(308.49)	2,206.95	3,862.50	(1,655.55)
Personnel Medical Insurance	46.24	1,472.25	(1,426.01)	395.87	8,833.50	(8,437.63)
Total Other Taxes & Insurance	\$ 1,028.65	\$ 3,410.00	\$ (2,381.35)	\$ 8,411.99	\$ 20,460.00	\$ (12,048.01)
Other Project Expenses						

Chico Commons 549  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Telephone & Answering Service	\$ 218.47	\$ 226.00	\$ (7.53)	\$ 1,725.28	\$ 1,356.00	\$ 369.28
Internet Service	144.85	271.50	(126.65)	1,013.95	1,629.00	(615.05)
Advertising	0.00	54.16	(54.16)	20.00	325.00	(305.00)
Water/Coffee Service	0.00	0.00	0.00	14.56	0.00	14.56
Office Supplies & Expense	162.39	245.91	(83.52)	2,371.50	1,475.50	896.00
Postage	58.13	88.75	(30.62)	537.42	532.50	4.92
Toner/Copier Expense	60.00	188.09	(128.09)	606.76	1,128.50	(521.74)
Office Furniture & Equipment Expe	0.00	500.00	(500.00)	116.36	3,000.00	(2,883.64)
Travel & Promotion	143.69	70.91	72.78	258.33	425.50	(167.17)
Training Expense	0.00	66.91	(66.91)	260.92	401.50	(140.58)
Credit Checking	28.99	100.00	(71.01)	559.99	600.00	(40.01)
Total Other Project Expenses	<u>\$ 816.52</u>	<u>\$ 1,812.23</u>	<u>\$ (995.71)</u>	<u>\$ 7,485.07</u>	<u>\$ 10,873.50</u>	<u>\$ (3,388.43)</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 2,604.17	\$ 2,604.16	\$ .01	\$ 15,625.02	\$ 15,625.00	\$ .02
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 6,480.00	\$ 6,480.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	115,000.00	15,000.00	100,000.00
Total Mortgage & Owner's Exp.	<u>\$ 6,184.17</u>	<u>\$ 6,184.16</u>	<u>\$ .01</u>	<u>\$ 137,105.02</u>	<u>\$ 37,105.00</u>	<u>\$ 100,000.02</u>
Total Expenses	<u>\$ 41,627.87</u>	<u>\$ 63,382.64</u>	<u>\$ (21,754.77)</u>	<u>\$ 456,821.10</u>	<u>\$ 380,296.00</u>	<u>\$ 76,525.10</u>
Authorized Reserve - Other	\$ 0.00	\$ 8,087.50	\$ (8,087.50)	\$ 0.00	\$ 48,525.00	\$ (48,525.00)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 8,087.50</u>	<u>\$ (8,087.50)</u>	<u>\$ 0.00</u>	<u>\$ 48,525.00</u>	<u>\$ (48,525.00)</u>

## Walker Commons June 2024



Separate *Variance Report* explaining budget differences and expenditures.

\*\*The current reserve balance is \$668,357.59. The monthly reserve transfer is \$933.34.

### Updates:

Walker Commons currently 100% occupied.

Upcoming Vacancies:

- Unit #21 – The resident has given permission for family members to collect her belongings and give possession back to the complex. This is scheduled for 7/13/24.

To date in July 1(#21) rent payment is outstanding. This will be handled with the move-out.

AWI is looking into bids for needed concrete work and exploring the process to re-dye the colored concrete.

The Property Manager and Maintenance Technician hosted a 4<sup>th</sup> of July potluck to celebrate. Many residents gathered and enjoyed the event.







Walker Commons 550  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 43,912.00	\$ 40,042.50	\$ 3,869.50	\$ 263,080.00	\$ 240,255.00	\$ 22,825.00
Vacancies	25.00	(1,201.25)	1,226.25	(5,013.00)	(7,207.50)	2,194.50
Rent Adjustments	(32.00)	(18.00)	(14.00)	(195.00)	(108.00)	(87.00)
Manager's Unit	(775.00)	(775.00)	0.00	(4,603.00)	(4,650.00)	47.00
Total Tenant Rent	<u>\$ 43,130.00</u>	<u>\$ 38,048.25</u>	<u>\$ 5,081.75</u>	<u>\$ 253,269.00</u>	<u>\$ 228,289.50</u>	<u>\$ 24,979.50</u>
<b>Other Project Income:</b>						
Laundry Income	\$ 0.00	\$ 271.84	\$ (271.84)	\$ 2,007.04	\$ 1,631.00	\$ 376.04
Interest Income	210.44	6.09	204.35	1,141.35	36.50	1,104.85
Restricted Reserve Interest Income	0.00	0.00	0.00	2,242.98	0.00	2,242.98
Late Charges	44.00	4.16	39.84	387.92	25.00	362.92
Other Tenant Income	\$ 192.83	\$ 123.75	\$ 69.08	\$ 215.33	\$ 742.50	\$ (527.17)
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ .06	\$ 0.00	\$ .06
Other Project Income	<u>\$ 447.27</u>	<u>\$ 405.84</u>	<u>\$ 41.43</u>	<u>\$ 5,994.68</u>	<u>\$ 2,435.00</u>	<u>\$ 3,559.68</u>
Total Project Income	<u>\$ 43,577.27</u>	<u>\$ 38,454.09</u>	<u>\$ 5,123.18</u>	<u>\$ 259,263.68</u>	<u>\$ 230,724.50</u>	<u>\$ 28,539.18</u>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 5,358.26	\$ 13,977.72	\$ (8,619.46)	\$ 64,547.64	\$ 83,866.00	\$ (19,318.36)
Utilities (From Pg 2)	3,308.36	4,880.59	(1,572.23)	13,587.45	29,283.50	(15,696.05)
Administrative (From Pg 2)	6,646.55	8,165.34	(1,518.79)	42,574.53	48,992.00	(6,417.47)
Taxes & Insurance (From Pg 2)	2,113.67	1,948.93	164.74	12,682.02	11,693.50	988.52
Other Taxes & Insurance (Fr Page 2)	2,581.22	3,485.34	(904.12)	16,177.21	20,912.00	(4,734.79)
Other Project Expenses	401.91	1,083.75	(681.84)	5,067.33	6,502.50	(1,435.17)
Total O&M Expenses	<u>\$ 20,409.97</u>	<u>\$ 33,541.67</u>	<u>\$ (13,131.70)</u>	<u>\$ 154,636.18</u>	<u>\$ 201,249.50</u>	<u>\$ (46,613.32)</u>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 7,500.00	\$ 7,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 3,750.00	\$ 3,750.00	\$ 0.00
Transfer - Reserves	933.34	933.34	0.00	105,600.04	5,600.00	100,000.04
Total Mortgage & Owner's Exp.	<u>\$ 2,808.34</u>	<u>\$ 2,808.34</u>	<u>\$ 0.00</u>	<u>\$ 116,850.04</u>	<u>\$ 16,850.00</u>	<u>\$ 100,000.04</u>
Total Project Expenses	<u>\$ 23,218.31</u>	<u>\$ 36,350.01</u>	<u>\$ (13,131.70)</u>	<u>\$ 271,486.22</u>	<u>\$ 218,099.50</u>	<u>\$ 53,386.72</u>
Net Profit (Loss)	<u>\$ 20,358.96</u>	<u>\$ 2,104.08</u>	<u>\$ 18,254.88</u>	<u>\$ (12,222.54)</u>	<u>\$ 12,625.00</u>	<u>\$ (24,847.54)</u>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ 0.00	\$ 0.00	\$ 0.00	\$ (2,242.98)	\$ 0.00	\$ (2,242.98)
T & I Transfers	(2,113.67)	0.00	(2,113.67)	(12,216.26)	0.00	(12,216.26)

Walker Commons 550  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Operating - MMKT- FFB*	\$ (210.44)	\$ 0.00	\$ (210.44)	\$ 118,935.57	\$ 0.00	\$ 118,935.57
Other Cash Changes	0.00	0.00	0.00	(1.66)	0.00	(1.66)
Security Deposits Held	340.00	0.00	340.00	1,240.00	0.00	1,240.00
Authorized Reserve - Other	0.00	(3,583.34)	3,583.34	0.00	(21,500.00)	21,500.00
Tenant Receivables	(1,169.83)	0.00	(1,169.83)	(6,055.49)	0.00	(6,055.49)
Other Receivables	2,780.34	0.00	2,780.34	16,682.04	0.00	16,682.04
Accounts Payable - Trade	(112.07)	0.00	(112.07)	(22,659.76)	0.00	(22,659.76)
Accounts Payable Other	0.00	0.00	0.00	(2,428.00)	0.00	(2,428.00)
Accrued Interest - City of Chico	1,250.00	0.00	1,250.00	(55,769.00)	0.00	(55,769.00)
Accrued Partnership Fees	625.00	0.00	625.00	(11,250.00)	0.00	(11,250.00)
Partner's Equity	0.00	0.00	0.00	(42,967.00)	0.00	(42,967.00)
Total Other Cash Flow Items	\$ 1,389.33	\$ (3,583.34)	\$ 4,972.67	\$ (18,732.54)	\$ (21,500.00)	\$ 2,767.46
Net Operating Cash Change	<u>\$ 21,748.29</u>	<u>\$ (1,479.26)</u>	<u>\$ 23,227.55</u>	<u>\$ (30,955.08)</u>	<u>\$ (8,875.00)</u>	<u>\$ (22,080.08)</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 64,428.37	\$ 33,473.29	\$ (30,955.08)
Operating - MMKT- FFB*	256,384.62	137,449.05	(118,935.57)
Tax & Insurance - FFB	33,586.56	45,802.82	12,216.26
Security Deposit - FFB	21,230.00	21,230.00	0.00
Reserve Acct - FFB	42,300.28	47,991.74	5,691.46
Reserve Acct MMKT-FFB*	518,214.29	620,365.85	102,151.56

Payables & Receivables:			
Accounts Payable - Trade	14,547.69	(8,112.07)	(22,659.76)
Rents Receivable - Current Tenants	(574.00)	5,085.50	5,659.50
Other Tenant Charges Receivable	226.00	621.99	395.99

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 3,452.33	\$ 4,134.59	\$ (682.26)	\$ 20,595.29	\$ 24,807.50	\$ (4,212.21)
Janitorial/Cleaning Supplies	16.50	110.59	(94.09)	728.33	663.50	64.83
Plumbing Repairs	0.00	375.00	(375.00)	1,086.53	2,250.00	(1,163.47)
Painting & Decorating	0.00	461.25	(461.25)	431.53	2,767.50	(2,335.97)
Repairs & Maintenance - Supply	(79.84)	1,089.09	(1,168.93)	6,083.95	6,534.50	(450.55)
Repairs & Maintenance - Contract	214.45	1,250.00	(1,035.55)	9,664.77	7,500.00	2,164.77
Grounds Maintenance	0.00	2,008.34	(2,008.34)	8,750.00	12,050.00	(3,300.00)
Pest Control Service	263.00	333.34	(70.34)	1,841.00	2,000.00	(159.00)
Fire/Alarm Services	0.00	276.75	(276.75)	208.59	1,660.50	(1,451.91)
Capital Improvements - Other	63.50	3,371.34	(3,307.84)	270.14	20,228.00	(19,957.86)

Walker Commons 550  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - Flooring	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,888.00	\$ 0.00	\$ 4,888.00
Capital Improvements - Appliance	702.54	0.00	702.54	5,526.98	0.00	5,526.98
Capital Improvements - HVAC Repl	594.95	0.00	594.95	3,214.54	0.00	3,214.54
Carpet Cleaning	0.00	70.84	(70.84)	0.00	425.00	(425.00)
HVAC Repairs	0.00	200.00	(200.00)	0.00	1,200.00	(1,200.00)
Cable Service	0.00	96.59	(96.59)	644.80	579.50	65.30
Tenant Services	130.83	200.00	(69.17)	613.19	1,200.00	(586.81)
<b>Total Maint. &amp; Operating Exp.</b>	<b>\$ 5,358.26</b>	<b>\$ 13,977.72</b>	<b>\$ (8,619.46)</b>	<b>\$ 64,547.64</b>	<b>\$ 83,866.00</b>	<b>\$ (19,318.36)</b>
Utilities:						
Electricity	\$ 834.53	\$ 779.84	\$ 54.69	\$ 3,378.62	\$ 4,679.00	\$ (1,300.38)
Water	732.43	775.00	(42.57)	2,585.58	4,650.00	(2,064.42)
Sewer	946.18	2,178.91	(1,232.73)	4,730.08	13,073.50	(8,343.42)
Heating Fuel/Other	66.62	386.59	(319.97)	911.50	2,319.50	(1,408.00)
Garbage & Trash Removal	728.60	760.25	(31.65)	1,981.67	4,561.50	(2,579.83)
<b>Total Utilities</b>	<b>\$ 3,308.36</b>	<b>\$ 4,880.59</b>	<b>\$ (1,572.23)</b>	<b>\$ 13,587.45</b>	<b>\$ 29,283.50</b>	<b>\$ (15,696.05)</b>
Administrative:						
Manager's Salary	\$ 3,011.88	\$ 4,134.59	\$ (1,122.71)	\$ 20,499.01	\$ 24,807.50	\$ (4,308.49)
Management Fees	2,968.00	2,968.00	0.00	17,808.00	17,808.00	0.00
Bad Debt Expense	0.00	208.34	(208.34)	267.50	1,250.00	(982.50)
Auditing	666.67	666.66	.01	4,000.02	4,000.00	.02
Legal	0.00	171.09	(171.09)	0.00	1,026.50	(1,026.50)
Other Administrative Expenses	0.00	16.66	(16.66)	0.00	100.00	(100.00)
<b>Total Administrative Expense</b>	<b>\$ 6,646.55</b>	<b>\$ 8,165.34</b>	<b>\$ (1,518.79)</b>	<b>\$ 42,574.53</b>	<b>\$ 48,992.00</b>	<b>\$ (6,417.47)</b>
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 12.59	\$ (12.59)	\$ 0.00	\$ 75.50	\$ (75.50)
Property Insurance	2,113.67	1,936.34	177.33	12,682.02	11,618.00	1,064.02
<b>Total Taxes &amp; Insurance Expense</b>	<b>\$ 2,113.67</b>	<b>\$ 1,948.93</b>	<b>\$ 164.74</b>	<b>\$ 12,682.02</b>	<b>\$ 11,693.50</b>	<b>\$ 988.52</b>
Other Taxes & Insurance:						
Payroll Taxes	\$ 463.82	\$ 751.59	\$ (287.77)	\$ 3,606.61	\$ 4,509.50	\$ (902.89)
Other Taxes, Fees & Permits	0.00	295.91	(295.91)	820.95	1,775.50	(954.55)
Bond Premiums	0.00	25.09	(25.09)	0.00	150.50	(150.50)
Worker's Compensation Insurance	265.24	449.84	(184.60)	1,667.81	2,699.00	(1,031.19)
Personnel Medical Insurance	1,852.16	1,962.91	(110.75)	10,081.84	11,777.50	(1,695.66)
<b>Total Other Taxes &amp; Insurance</b>	<b>\$ 2,581.22</b>	<b>\$ 3,485.34</b>	<b>\$ (904.12)</b>	<b>\$ 16,177.21</b>	<b>\$ 20,912.00</b>	<b>\$ (4,734.79)</b>
Other Project Expenses						
Telephone & Answering Service	\$ 104.45	\$ 229.00	\$ (124.55)	\$ 1,440.48	\$ 1,374.00	\$ 66.48
Internet Service	0.00	197.00	(197.00)	431.70	1,182.00	(750.30)
Advertising	0.00	16.66	(16.66)	0.00	100.00	(100.00)

Walker Commons 550  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Water/Coffee Service	\$ 5.67	\$ 2.09	\$ 3.58	\$ 110.97	\$ 12.50	\$ 98.47
Office Supplies & Expense	180.73	325.00	(144.27)	2,034.89	1,950.00	84.89
Postage	111.06	81.00	30.06	292.96	486.00	(193.04)
Toner/Copier Expense	0.00	110.34	(110.34)	66.00	662.00	(596.00)
Office Furniture & Equipment Expe	0.00	0.00	0.00	48.70	0.00	48.70
Travel & Promotion	0.00	33.34	(33.34)	221.08	200.00	21.08
Training Expense	0.00	47.66	(47.66)	210.92	286.00	(75.08)
Credit Checking	0.00	41.66	(41.66)	209.63	250.00	(40.37)
Total Other Project Expenses	<u>\$ 401.91</u>	<u>\$ 1,083.75</u>	<u>\$ (681.84)</u>	<u>\$ 5,067.33</u>	<u>\$ 6,502.50</u>	<u>\$ (1,435.17)</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	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 7,500.00	\$ 7,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 3,750.00	\$ 3,750.00	\$ 0.00
Transfer - Reserves	933.34	933.34	0.00	105,600.04	5,600.00	100,000.04
Total Mortgage & Owner's Exp.	<u>\$ 2,808.34</u>	<u>\$ 2,808.34</u>	<u>\$ 0.00</u>	<u>\$ 116,850.04</u>	<u>\$ 16,850.00</u>	<u>\$ 100,000.04</u>
Total Expenses	<u>\$ 23,218.31</u>	<u>\$ 36,350.01</u>	<u>\$ (13,131.70)</u>	<u>\$ 271,486.22</u>	<u>\$ 218,099.50</u>	<u>\$ 53,386.72</u>
Authorized Reserve - Other	<u>\$ 0.00</u>	<u>\$ 3,583.34</u>	<u>\$ (3,583.34)</u>	<u>\$ 0.00</u>	<u>\$ 21,500.00</u>	<u>\$ (21,500.00)</u>
	\$ 0.00	\$ 3,583.34	\$ (3,583.34)	\$ 0.00	\$ 21,500.00	\$ (21,500.00)

## 1200 Park Avenue Apartments June 2024

Separate *Variance Report* explaining budget differences and expenditures.  
The current reserve balance is \$379,325.54. The monthly transfer is \$2,675.00.

### Updates:

1200 Park Avenue currently has 5 vacancies. One move-in and two move-outs during the month of June.

#### Vacancies:

- **Unit #237** Unit market ready. Currently working on applicant. Pending landlord verifications
- **Unit #126** Unit market ready. Working on an applicant from San Jose area.
- **Unit #217** Unit market ready. Working on applicants.
- **Unit #133** Unit needs minor repairs, painting and cleaning.
- **Unit #137** Unit needs minor repairs, painting and cleaning.
- **Unit #241** Unit needs flooring, full paint, detail cleaning and blinds.

#### Upcoming Vacancies:

- **Unit #260** - Termination for unauthorized occupant, property damage and nuisance conduct. Waiting for lock out date.
- **Unit #255** – Submitted a 30 day notice, has not turned in keys.
- **Unit #319** – Was scheduled to vacate on 6/30/24 but hasn't turned in keys. Asked for more time. Moving closer to family.

Current applicants on waiting list have insufficient income to pay the 50% and 60% rents. To attract more traffic we have created tenant referral flyers and installed a feather banner outside the property.

To date in July, 7 rent payments are outstanding– PM following up to collect.

Staff seeking estimates to replace damaged or frayed screens on the 2<sup>nd</sup> & 3<sup>rd</sup> floor.

The elevator inspection was completed on June 13<sup>th</sup>. Permits have been received.

Fire Department inspection passed on 7/2/24.

Regarding the bare area on the corner of the 13<sup>th</sup>, the landscaper is waiting to hear back from a subcontractor to provide an estimate to install new plants in this area.



Staff is planning a Bingo event for later in July.

Residents are having water color classes every week through June and July.

Flooring for the 1<sup>st</sup> floor has been ordered, install is scheduled for 8/12/2024 – 8/20/2024.  
Before and after pictures will be shared.



Park Avenue 569  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 92,383.00	\$ 94,698.25	\$ (2,315.25)	\$ 552,793.00	\$ 568,189.50	\$ (15,396.50)
Vacancies	(3,392.00)	(2,840.91)	(551.09)	(17,533.00)	(17,045.50)	(487.50)
Rent Adjustments	513.00	0.00	513.00	204.81	0.00	204.81
Manager's Unit	(965.00)	(889.00)	(76.00)	(5,737.00)	(5,334.00)	(403.00)
<b>Total Tenant Rent</b>	<b>\$ 88,539.00</b>	<b>\$ 90,968.34</b>	<b>\$ (2,429.34)</b>	<b>\$ 529,727.81</b>	<b>\$ 545,810.00</b>	<b>\$ (16,082.19)</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 2,500.00	\$ 666.66	\$ 1,833.34	\$ 4,500.00	\$ 4,000.00	\$ 500.00
Interest Income	74.35	0.00	74.35	570.56	0.00	570.56
Restricted Reserve Interest Incom	26.19	1.66	24.53	111.20	10.00	101.20
Late Charges	25.00	36.09	(11.09)	657.64	216.50	441.14
Other Tenant Income	\$ 226.50	\$ 350.00	\$ (123.50)	\$ 3,034.50	\$ 2,100.00	\$ 934.50
Miscellaneous Income	\$ 0.00	\$ 45.59	\$ (45.59)	\$ 178.36	\$ 273.50	\$ (95.14)
<b>Other Project Income</b>	<b>\$ 2,852.04</b>	<b>\$ 1,100.00</b>	<b>\$ 1,752.04</b>	<b>\$ 9,052.26</b>	<b>\$ 6,600.00</b>	<b>\$ 2,452.26</b>
<b>Total Project Income</b>	<b>\$ 91,391.04</b>	<b>\$ 92,068.34</b>	<b>\$ (677.30)</b>	<b>\$ 538,780.07</b>	<b>\$ 552,410.00</b>	<b>\$ (13,629.93)</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 11,335.53	\$ 19,730.16	\$ (8,394.63)	\$ 132,451.86	\$ 118,381.00	\$ 14,070.86
Utilities (From Pg 2)	8,867.99	13,232.66	(4,364.67)	46,963.15	79,396.00	(32,432.85)
Administrative (From Pg 2)	8,310.07	12,638.93	(4,328.86)	68,527.82	75,833.50	(7,305.68)
Taxes & Insurance (From Pg 2)	6,169.25	5,650.16	519.09	37,015.50	33,901.00	3,114.50
Other Taxes & Insurance (Fr Page	1,986.61	3,989.68	(2,003.07)	16,533.54	23,938.00	(7,404.46)
Other Project Expenses	1,569.56	1,988.48	(418.92)	13,884.26	11,931.00	1,953.26
<b>Total O&amp;M Expenses</b>	<b>\$ 38,239.01</b>	<b>\$ 57,230.07</b>	<b>\$ (18,991.06)</b>	<b>\$ 315,376.13</b>	<b>\$ 343,380.50</b>	<b>\$ (28,004.37)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 26,105.39	\$ 26,300.41	\$ (195.02)	\$ 156,632.34	\$ 157,802.50	\$ (1,170.16)
Managing General Partner Fees	\$ 1,085.50	\$ 1,118.09	\$ (32.59)	\$ 6,513.00	\$ 6,708.50	\$ (195.50)
Transfer - Reserves	2,675.00	2,675.00	0.00	16,050.00	16,050.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 29,865.89</b>	<b>\$ 30,093.50</b>	<b>\$ (227.61)</b>	<b>\$ 179,195.34</b>	<b>\$ 180,561.00</b>	<b>\$ (1,365.66)</b>
<b>Total Project Expenses</b>	<b>\$ 68,104.90</b>	<b>\$ 87,323.57</b>	<b>\$ (19,218.67)</b>	<b>\$ 494,571.47</b>	<b>\$ 523,941.50</b>	<b>\$ (29,370.03)</b>
<b>Net Profit (Loss)</b>	<b>\$ 23,286.14</b>	<b>\$ 4,744.77</b>	<b>\$ 18,541.37</b>	<b>\$ 44,208.60</b>	<b>\$ 28,468.50</b>	<b>\$ 15,740.10</b>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (19.64)	\$ 0.00	\$ (19.64)	\$ 66.61	\$ 0.00	\$ 66.61
T & I Transfers	(7,463.50)	0.00	(7,463.50)	24.54	0.00	24.54

Park Avenue 569  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Operating - MMKT- FFB*	\$ (74.35)	\$ 0.00	\$ (74.35)	\$ 89,623.90	\$ 0.00	\$ 89,623.90
Other Cash Changes	0.00	0.00	0.00	(121.08)	0.00	(121.08)
Security Deposits Held	(600.00)	0.00	(600.00)	(600.00)	0.00	(600.00)
Authorized Reserve - Other	0.00	(11,138.00)	11,138.00	0.00	(66,828.00)	66,828.00
Pending Reserves	(691.72)	0.00	(691.72)	(691.72)	0.00	(691.72)
Tenant Receivables	(4,362.07)	0.00	(4,362.07)	(3,213.99)	0.00	(3,213.99)
Other Receivables	6,856.75	0.00	6,856.75	40,988.50	0.00	40,988.50
Accounts Payable - Trade	(13,025.32)	0.00	(13,025.32)	(21,448.03)	0.00	(21,448.03)
Accrued Interest City of Chico	6,125.00	0.00	6,125.00	(36,750.00)	0.00	(36,750.00)
Accrued Local Administration Fee	416.67	0.00	416.67	2,500.02	0.00	2,500.02
Accrued Managing GP Fee	668.83	0.00	668.83	(132,581.02)	0.00	(132,581.02)
Accrued Interest Housing Authority	4,785.75	0.00	4,785.75	(7,149.50)	0.00	(7,149.50)
Total Other Cash Flow Items	\$ (7,383.60)	\$ (11,138.00)	\$ 3,754.40	\$ (69,351.77)	\$ (66,828.00)	\$ (2,523.77)
Net Operating Cash Change	<u>\$ 15,902.54</u>	<u>\$ (6,393.23)</u>	<u>\$ 22,295.77</u>	<u>\$ (25,143.17)</u>	<u>\$ (38,359.50)</u>	<u>\$ 13,216.33</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 60,451.88	\$ 35,308.71	\$ (25,143.17)
Operating - MMKT- FFB*	90,586.16	962.26	(89,623.90)
Tax & Insurance-FFB	80,765.80	80,741.26	(24.54)
Security Deposit - FFB	36,064.00	36,064.00	0.00
Repl Reserves - Berkadia - IMP**	363,342.15	379,325.54	15,983.39
Payables & Receivables:			
Accounts Payable - Trade	13,450.23	(7,997.80)	(21,448.03)
Rents Receivable - Current Tenants	2,490.89	4,478.23	1,987.34
Other Tenant Charges Receivable	3,335.58	4,562.23	1,226.65

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 6,800.40	\$ 7,750.25	\$ (949.85)	\$ 45,581.82	\$ 46,501.50	\$ (919.68)
Janitorial/Cleaning Supplies	402.73	318.25	84.48	1,143.39	1,909.50	(766.11)
Plumbing Repairs	0.00	219.75	(219.75)	210.00	1,318.50	(1,108.50)
Painting & Decorating	157.16	223.84	(66.68)	616.13	1,343.00	(726.87)
Repairs & Maintenance - Supply	293.79	1,000.00	(706.21)	7,207.24	6,000.00	1,207.24
Repairs & Maintenance - Contract	0.00	2,250.00	(2,250.00)	13,457.36	13,500.00	(42.64)
Grounds Maintenance	2,780.00	1,966.66	813.34	12,365.00	11,800.00	565.00
Elevator Maintenance & Contract	0.00	984.16	(984.16)	6,256.20	5,905.00	351.20
Pest Control Service	227.00	1,000.00	(773.00)	2,962.00	6,000.00	(3,038.00)
Fire/Alarm Services	402.23	773.34	(371.11)	6,754.14	4,640.00	2,114.14

Park Avenue 569  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Security Service	\$ 0.00	\$ 701.00	\$ (701.00)	\$ 4,017.00	\$ 4,206.00	\$ (189.00)
Capital Improvements - Other	0.00	257.84	(257.84)	612.33	1,547.00	(934.67)
Capital Improvements - Flooring	0.00	275.00	(275.00)	14,455.77	1,650.00	12,805.77
Capital Improvements - Appliance	0.00	422.50	(422.50)	3,760.66	2,535.00	1,225.66
Capital Improvements - HVAC Repl	0.00	0.00	0.00	594.29	0.00	594.29
Capital Improvements - Water Heat	0.00	0.00	0.00	835.57	0.00	835.57
Carpet Cleaning	0.00	891.66	(891.66)	2,155.00	5,350.00	(3,195.00)
HVAC Repairs	0.00	179.41	(179.41)	159.00	1,076.50	(917.50)
Cable Service	0.00	391.50	(391.50)	0.00	2,349.00	(2,349.00)
Tenant Services	272.22	125.00	147.22	9,308.96	750.00	8,558.96
Total Maint. & Operating Exp.	\$ 11,335.53	\$ 19,730.16	\$ (8,394.63)	\$ 132,451.86	\$ 118,381.00	\$ 14,070.86
Utilities:						
Electricity	\$ 5,198.65	\$ 6,614.59	\$ (1,415.94)	\$ 23,818.95	\$ 39,687.50	\$ (15,868.55)
Water	1,022.11	1,037.91	(15.80)	5,345.24	6,227.50	(882.26)
Sewer	1,785.07	4,081.66	(2,296.59)	10,710.42	24,490.00	(13,779.58)
Heating Fuel/Other	118.60	454.91	(336.31)	2,113.74	2,729.50	(615.76)
Garbage & Trash Removal	743.56	1,043.59	(300.03)	4,974.80	6,261.50	(1,286.70)
Total Utilities	\$ 8,867.99	\$ 13,232.66	\$ (4,364.67)	\$ 46,963.15	\$ 79,396.00	\$ (32,432.85)
Administrative:						
Manager's Salary	\$ 1,969.02	\$ 5,859.00	\$ (3,889.98)	\$ 28,239.51	\$ 35,154.00	\$ (6,914.49)
Management Fees	5,671.00	5,671.00	0.00	34,026.00	34,026.00	0.00
Bad Debt Expense	(300.00)	208.34	(508.34)	16.75	1,250.00	(1,233.25)
Auditing	687.50	625.00	62.50	4,124.00	3,750.00	374.00
Legal	276.00	212.34	63.66	1,943.75	1,274.00	669.75
Other Administrative Expenses	6.55	63.25	(56.70)	177.81	379.50	(201.69)
Total Administrative Expense	\$ 8,310.07	\$ 12,638.93	\$ (4,328.86)	\$ 68,527.82	\$ 75,833.50	\$ (7,305.68)
Taxes & Insurance Reserve For:						
Special Assessments	\$ 0.00	\$ 27.59	\$ (27.59)	\$ 0.00	\$ 165.50	\$ (165.50)
Property Insurance	5,869.33	5,322.66	546.67	35,215.98	31,936.00	3,279.98
Other Insurance	299.92	299.91	.01	1,799.52	1,799.50	.02
Total Taxes & Insurance Expense	\$ 6,169.25	\$ 5,650.16	\$ 519.09	\$ 37,015.50	\$ 33,901.00	\$ 3,114.50
Other Taxes & Insurance:						
Payroll Taxes	\$ 647.74	\$ 1,199.75	\$ (552.01)	\$ 6,687.64	\$ 7,198.50	\$ (510.86)
Other Taxes, Fees & Permits	5.50	233.34	(227.84)	985.00	1,400.00	(415.00)
Bond Premiums	0.00	108.75	(108.75)	0.00	652.50	(652.50)
Worker's Compensation Insurance	357.57	726.09	(368.52)	2,910.81	4,356.50	(1,445.69)
Personnel Medical Insurance	975.80	1,721.75	(745.95)	5,950.09	10,330.50	(4,380.41)
Total Other Taxes & Insurance	\$ 1,986.61	\$ 3,989.68	\$ (2,003.07)	\$ 16,533.54	\$ 23,938.00	\$ (7,404.46)

Park Avenue 569  
For the Month Ended June 30, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Project Expenses						
Telephone & Answering Service	\$ 589.66	\$ 556.00	\$ 33.66	\$ 3,478.88	\$ 3,336.00	\$ 142.88
Internet Service	574.93	355.91	219.02	3,271.82	2,135.50	1,136.32
Advertising	40.00	3.34	36.66	357.68	20.00	337.68
Water/Coffee Service	25.98	111.25	(85.27)	216.41	667.50	(451.09)
Office Supplies & Expense	129.24	433.34	(304.10)	3,018.36	2,600.00	418.36
Postage	188.17	87.66	100.51	423.74	526.00	(102.26)
Toner/Copier Expense	15.02	297.91	(282.89)	738.87	1,787.50	(1,048.63)
Office Furniture & Equipment Expe	0.00	0.00	0.00	1,593.13	0.00	1,593.13
Travel & Promotion	0.00	41.66	(41.66)	422.65	250.00	172.65
Training Expense	0.00	63.91	(63.91)	260.92	383.50	(122.58)
Credit Checking	6.56	29.16	(22.60)	101.80	175.00	(73.20)
Employee Meals	0.00	8.34	(8.34)	0.00	50.00	(50.00)
Total Other Project Expenses	<u>\$ 1,569.56</u>	<u>\$ 1,988.48</u>	<u>\$ (418.92)</u>	<u>\$ 13,884.26</u>	<u>\$ 11,931.00</u>	<u>\$ 1,953.26</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	\$ 26,105.39	\$ 26,300.41	\$ (195.02)	\$ 156,632.34	\$ 157,802.50	\$ (1,170.16)
Managing General Partner Fees	\$ 1,085.50	\$ 1,118.09	\$ (32.59)	\$ 6,513.00	\$ 6,708.50	\$ (195.50)
Transfer - Reserves	2,675.00	2,675.00	0.00	16,050.00	16,050.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 29,865.89</u>	<u>\$ 30,093.50</u>	<u>\$ (227.61)</u>	<u>\$ 179,195.34</u>	<u>\$ 180,561.00</u>	<u>\$ (1,365.66)</u>
Total Expenses	<u>\$ 68,104.90</u>	<u>\$ 87,323.57</u>	<u>\$ (19,218.67)</u>	<u>\$ 494,571.47</u>	<u>\$ 523,941.50</u>	<u>\$ (29,370.03)</u>
Authorized Reserve - Other	\$ 0.00	\$ 11,138.00	\$ (11,138.00)	\$ 0.00	\$ 66,828.00	\$ (66,828.00)
Pending Reserves	<u>691.72</u>	<u>0.00</u>	<u>691.72</u>	<u>691.72</u>	<u>0.00</u>	<u>691.72</u>
	<u>\$ 691.72</u>	<u>\$ 11,138.00</u>	<u>\$ (10,446.28)</u>	<u>\$ 691.72</u>	<u>\$ 66,828.00</u>	<u>\$ (66,136.28)</u>

Date: 7/11/2024

MEMO

To: HACB Board of Commissioners

From: Sharice Atkins, Special Programs Coordinator

Subject: Family Self-Sufficiency (FSS) Program update for June 2024

<b>Program Statistics for Period Ending</b>	<b>June 2023</b>	<b>June 2024</b>
Number of participants as of last day of the month	35	28
Number of Orientation Briefings	0	2
Number of signed contracts	0	2
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	0
Number of Families on FSS Waiting List	15	4
Number of participants with annual income increases (YTD)	0	0
Number of participants with new employment (YTD)	0	1
Number of participants with escrow accounts	25	24
Number of participants currently escrowing	16	16
Amount disbursed from escrow account	\$0.00	\$944.0
Balance of Escrow Account	\$127,652.61	\$170,721.34

### **FSS FY 2023 HUD Grant Program Tracking Data**

<b>Program Management Questions:</b>	<b>YTD (2024)</b>
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	28
Number of FSS participants identified as a person with disabilities	5
Number of FSS participants employed	9
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	2
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	4
How many new FSS escrow accounts were established	2
Number of FSS families moved to non-subsidized housing	0
Number of FSS families moved to home-ownership	0



HACB CoC Programs: A Report to the Board of Commissioners for the Month of June 2024										
Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	06/2024 Enrollment	06/2024 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	\$127,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	5	\$4,943.00	\$1,865.00
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	\$0.00
BHHAP/ASOC	7/1/23 - 6/30/24	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	3	\$1,105.00	\$15,177.00
Totals		\$163,717.00			35			8	\$6,048.00	\$26,042.00

**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:**07/10/2024  
**Path:** Z:\Boutique Programs\Special Programs Budget and Reports

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




## Oroville City Council OKs housing project for ballot



Swearing in as official Oroville Police Department officers, left to right, Colby McGee, Hunter Lee, Brandi Vanpoole, Garrett Mauldin and Kathlyne Soukhaseum raise their hand as they recite vows read by Assistant Police Chief Jess Darnell on Tuesday at the Oroville City Council Chambers in Oroville. MICHAEL WEBER — ENTERPRISE-RECORD

BY MICHAEL WEBER

[MWEBER@CHICOER.COM](mailto:MWEBER@CHICOER.COM)

OROVILLE >> On election day this year, Orovillians can expect one more item on their ballot: a measure to approve or deny a proposed 18-unit public housing development near Fogg Avenue.

It's the first time since the 1990s that a publicly funded housing project has been brought to Oroville that would be owned by the Butte County Housing Authority — and a first time ever consideration by Oroville voters, according to the agency's executive director, Ed Mayer.

Unlike private developments — or the affordable housing brought by disaster relief in the past three years — this development is subject to a majority-vote approval under Article 34 of California's state constitution, added in 1950, as it is considered a publicly funded project with more than half of the units serving low- and very-low-income households.

A nuanced observation is that several public housing projects have been in Oroville since the 1950s and 1960s — yet this is the first development in known history to come to the Oroville City Council under Article 34, according to Mayer.

"The irony is that Article 34 was passed in 1950, yet all this public housing was built in Oroville after 1950 and when it was built, the housing authority did not get Article 34 authority and the city did not insist (on it)," Mayer said in an interview Wednesday. "Everyone just ignored it because they were interested in seeing the housing built.

"I can only presume this was very common in the day where people simply ignored the law in order to get public housing built."

But in the case of this development, all is according to the law. Oroville councilors approved the request by Butte County Housing Authority to proceed with a ballot measure.

Councilors expressed skepticism about the low-income housing coming to Oroville on presumptions of increased police activity and fears that outside residents would move into the low-income units — not Oroville's own residents.

Mayer said the fastest-growing component of homelessness is older adults on fixed income, the most impacted population for housing insecurity, and that people moving into new affordable housing are people who live in the area.

Councilor Scott Thomson, during the meeting, initially said he would vote no on the matter until he held quantified data about how new low-income developments affected neighborhood police activity, and if people from out of town have moved into them.

Code Enforcement Director Ron Belser said his department found no problems with the multifamily housing that has recently come to Oroville. Belser said because this development is single unit, it should statistically have fewer calls.

"It's my experience working in code enforcement — I've been doing that for about nine years — you don't get the wave of outside people coming into the city because we're building low-income apartments," Belser said. "I will tell you Chico, Yuba City, other areas are doing the same thing we're doing (and) people like to stay in their hometown. A large portion of those individuals are (from) Oroville or just outside city limits."

Thomson reconsider voting no and instead voted yes, saying that the public should decide on the matter, even though he does not support the project.

## **New officers**

Five of Oroville’s newest police officers received their badges and vowed their dedication to serve the city during Tuesday’s meeting.

Assistant Police Chief Jess Darnell swore in Colby McGee, Hunter Lee, Brandi Vanpoole, Garret Mauldin and Kathlyne Soukhaseum.

“The men and women you see up here have essentially written blank checks to the community up until their own lives to support, to protect, to serve and to help this community at all costs,” Darnell said.

### **Grant purchases**

Director of Business Assistance and Housing Development Amy Bergstrand presented the Oroville City Council options on what to purchase with upcoming Community Development Block Grants this year — up to \$3.6 million.

Bergstrand said city staff conferred and recommended the city to apply for \$3.3 million on fire vehicles including \$2 million for an aerial truck ladder and \$1.1 million for a fire engine; a grant for \$264,486 to help master plan a southside Oroville village core; a grant for \$235,514 for general administration and \$1 million for homeownership assistance for about 11 households.

Councilors approved all of the staff’s recommendations.

### **Other items**

- The city commemorated 100 years of service by the Oroville Rotary Club for all of its service to the city since forming April 11, 1924.
- Public Works Director Fred Mayo said his department has more than doubled the amount of asphalt paved in the city from last year. In 2023, the department paved about 18,000 square feet, and this year about 45,000 square feet so far.
- Oroville approved its 2024-25 budget of \$32,720,753.



NEWS > HOUSING

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## The Foundation mixed income complex opens to first residents

Site once served as shelter, now serves as permanent housing



The Foundation housing complex is seen completed Monday June 24, 2024 in Chico, California. (Michael Weber/Enterprise-Record)



By **MICHAEL WEBER** | [mweber@chicoer.com](mailto:mweber@chicoer.com)

UPDATED: June 24, 2024 at 4:02 p.m.

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CHICO — Rising up from the site of the former Jesus Center shelter and Ice House, a housing complex called The Foundation opened this month to new residents at 1297 Park Ave., serving a variety of households with mixed income, Section 8 and people with disabilities.

As of Monday, 47 households have moved into the 59-unit housing complex, according to Marissa Feliciano, communications director for the developer Jamboree Housing Corporation.

Feliciano said residents moving in are considered part “workforce” population, as renters who qualify make between 30% and 60% of the area median income.



A common area is seen furnished for residents moving in June 14, 2024 at The Foundation housing complex in Chico, California. (Jamboree Housing Corporation/Contributed)

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For standard renters, a full time single person earning less than \$18.31 hourly, or a family of four earning less than \$54,200 may qualify, Feliciano said as an example.

“That’s your general workforce — anybody working hospitality, clerical work, administration,” and students, Feliciano said.

The complex broke ground in February 2022 as one of many developments using a mix of Butte County’s disaster relief funding and low-income housing tax credits to create affordable housing — a total of 59 units with 20 studios, 30 one- and 8 two-bedroom apartment homes; and one manager unit, according to Feliciano.



Some residents will take advantage of 43 Section 8 housing vouchers dedicated to the project by Butte County Housing Authority.

Twenty-seven units are also set aside for special needs or disabled housing paired with services for unique needs in education, health, wellness and community building, Feliciano said in an email Monday.

Some original occupants from Chico's Genesis housing site are approved to move into the new complex, according to a June 20 statement by Jesus Center Executive Director Amber Abney-Bass.

Other amenities include a common space with a community kitchen, a computer lab, a barbecue picnic area and multipurpose rooms.

It is managed by Dormus Management Co., based in Lodi, and owned by Jamboree Housing Corporation, based in Irvine.

A grand opening ceremony with city and county officials is scheduled Aug. 15.

*Originally Published: June 24, 2024 at 4:02 p.m.*

**Around the Web**

**REVCONTENT**



**From:** Angie Little <[AngieL@Butte-Housing.com](mailto:AngieL@Butte-Housing.com)>  
**Sent:** Monday, July 8, 2024 7:31 AM  
**To:** Hope Stone <[HopeS@Butte-Housing.com](mailto:HopeS@Butte-Housing.com)>  
**Cc:** Tamra Young <[TamraY@Butte-Housing.com](mailto:TamraY@Butte-Housing.com)>; Larry Guanzon <[LarryG@Butte-Housing.com](mailto:LarryG@Butte-Housing.com)>  
**Subject:** FW: <External Message> CA043 form HUD-52515 Request for FYI Vouchers

Good morning, Hope.

Our request for 10 FYI vouchers has been approved and has been sent to financial for funding.

***Angie Little***

*Pronouns: She/Her/Hers*

Rental Assistance Programs Manager  
Housing Authority of the County of Butte  
2039 Forest Avenue  
Chico CA 95928  
P: (530) 895-4474 x 231  
F: (530) 894-8738

**From:** FYI <[FYI@hud.gov](mailto:FYI@hud.gov)>  
**Sent:** Monday, July 8, 2024 6:25 AM  
**To:** Angie Little <[AngieL@Butte-Housing.com](mailto:AngieL@Butte-Housing.com)>; FYI <[FYI@hud.gov](mailto:FYI@hud.gov)>  
**Cc:** PIH\_Conversion\_Actions <[PIHConversionActions@hud.gov](mailto:PIHConversionActions@hud.gov)>; Sharice Atkins <[ShariceA@Butte-Housing.com](mailto:ShariceA@Butte-Housing.com)>; Javi Pinedo <[JaviP@Butte-Housing.com](mailto:JaviP@Butte-Housing.com)>  
**Subject:** RE: <External Message> CA043 form HUD-52515 Request for FYI Vouchers

Dear Angie,

Thank you for your request of 10 vouchers under PIH Notice 2023-04. HUD has determined that your request meets the requirements of the Notice. This email is to confirm that your request has been sent to the Financial Management Division for processing.

For confirmation, this brings the total number of vouchers requested in FY2024 to 10 vouchers.

Cordially,

*Michelle D. Daniels, MSW*

**Housing Program Specialist**  
Housing Voucher Management and Operations Division  
Office of Public and Indian Housing  
U.S. Department of Housing and Urban Development  
[Michelle.Daniels@hud.gov](mailto:Michelle.Daniels@hud.gov)

## Funding Application

Housing Choice Voucher Program

## U.S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0169  
(exp. 04/30/2026)

**OMB Burden Statement.** The public reporting burden for this information collection is estimated to be up to 5 hours, 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 information collection is required to assess the applicant's capacity and experience for a funding opportunity. Assurances of confidentiality are not provided under this collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

**Privacy Notice.** The Department of Housing and Urban Development (HUD) is authorized to collect the information on this form by Section 8 of the U.S. Housing Act (42 U.S.C. 1437f). The purpose of this form is to assess the applicant's capacity and experience for a funding opportunity. The Personally Identifiable Information (PII) data collected on this form are not stored or retrieved within a system of record.

A. Name and Mailing Address of the Public Housing Agency (PHA)		B. PHA Code
C. Number of Vouchers Requested	D. Geographic Area/Jurisdiction (describe the area in which assisted may live)	

If directed in the NOFO or Funding Notice, complete additional fields on the next page of this form.

### PHA Signature

Signature of PHA Representative  <i>Angie Little</i>	Print or Type Name of Signatory	
Email Address	Phone Number	Date

---

E. Capacity of the Organization

---

F. Need/Extent of the Problem

---

G. Soundness of Approach

---

H. Leveraging Resources

---

I. Achieving Results and Program Evaluation

---

J. Memorandum of Understanding

---

K. Other Information Required in the NOFO or Funding Notice

---

L. Program Specific Certifications (enter here any certification required in the NOFO or Funding Notice)

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July 9, 2024

MEMO

To: HACB Board of Commissioners

From: Tamra C. Young, Deputy Executive Director  
Angie Little, Rental Assistance Programs Manager  
Marysol Perez, Executive Assistant

Subject: Board Adoption:

- 2024-25 One-Year Agency Plan / Capital Fund
- Public Housing Admissions and Continued Occupancy Policy (ACOP)
- Section 8 Administrative Plan (Admin Plan) / FSS Action Plan

As a public agency administering the HUD Public Housing and Section 8 Housing Choice Voucher programs, HACB is required to submit to HUD applicable agency and administrative plan documents 75 days prior to the end of the HACB's fiscal year (submission due July 18<sup>th</sup>). HACB has already taken the following steps:

- May 7th – HACB conducted a Resident Advisory Board/Capital Fund Public Hearing, inviting Legal Services of Northern California (LSNC) and seventy-nine (60) Public Housing and Section 8 participants. One (1) PH participant and one (1) S8 participant attended.
- May 16th – HACB Board of Commissioners adopted draft documents, and the required 45-day review Public Comment period was opened.

**HACB Annual Agency Plan, Capital Fund, PH ACOP and FSS Action Plan**

There were no comments received for any of the proposed documents during the 45-day review period, with the exception of the attached letter from LSNC that outlines their comments on the S8 Admin Plan.

**Annual Agency Plan**

While the Annual Plan received no outside comments, HACB Staff is requesting to add a paragraph related to PBV projects. Under new HOTMA regulations, a PHA is allowed to non-competitively project-base vouchers in projects owned by one of its subsidiaries, as long as it is included in the HACB Annual Plan. Since HACB is slated to rehabilitate three (3) of BCAHDC's tax credit projects sometime in the near future and since such rehabilitation may require the use of PBV vouchers, as a funding source, the following language needs to be included on page 6 of the Annual Plan:

The HACB is engaged in an initiative to improve three (3) projects owned by its subsidiary Butte County Affordable Housing Development Corporation. In this regard, the HACB is planning to non-competitively project-base 100 of its vouchers to assist in said rehabilitation of the following tax credit projects: 1200 Park Avenue, Chico (senior); Walker Commons, Chico (senior and disabled); and Chico Commons, Chico (family).

## **S8 Admin Plan**

In response to LSNC letter, HACB has prepared the following response:

*Nonresident Port Policy* – No change. HACB worked closely with HUD Department of Fair Housing to create the nonresident port policy, as included in the Admin Plan.

*Informal Conference* – No change. The informal conference, as designed and used, is simply an above and beyond effort by HACB to try to assist participants. It is meant to be a non-formal meeting between caseworker and participant to try to caution the participant against behaviors, if continued, that would result in termination. The changes recommended by LSNC are actually already a part of the Informal Hearing process, currently outlined in the Admin Plan.

*Decisions Subject to Informal Hearings* – HACB agrees to adding “Overpayments” to the list of items subject to informal hearing, as requested.

*Informal Hearings for Participants* – HACB agrees to delivery of notices via email, as well as mail, where HACB has email on record for participant.

Lastly, HACB Staff found an error under “Waiting List and Selection” for Prospect View Apartments. The Admin Plan referenced the fifteen (15) No Place Like Home Preference, but not the Homeless Preference for the remainder of the units. All units at Prospect View Apartments are referral only. Therefore, we need to add the Homeless Preference language.

Therefore, subject to public comment at the Board meeting, if any, we are recommending adoption of these documents, with the above recommended changes incorporated.

*Recommendation: Hold Public Hearing, opening and closing meeting for public comment on the documents being considered. Receive and file final documents (Annual Agency Plan, Public Housing ACOP, Section 8 Admin Plan and FSS Action Plan) in accordance with the recommendations above, and response to comment received, by means of adoption of Resolutions No. 4928, 4929 and 4930.*

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4928

ADOPTION OF  
PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY PLAN (ACOP)  
AND  
SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (AP)

---

WHEREAS, the Housing Authority of the County of Butte (HACB) is required to implement the Agency Plan requirements of the Quality Housing and Work Responsibility Act of 1998; and

WHEREAS, the Authority must annually consider and implement changes to its Public Housing program's Admissions and Continued Occupancy Plan (ACOP) and Section 8 Housing Choice Voucher program's Administrative Plan (AP) to ensure their compliance with current law and regulation and to consider the concerns of program participants; and

WHEREAS, the HACB has reviewed these administrative documents and determined them to be in compliance with the Quality Housing and Work Responsibility Act of 1998; and

WHEREAS, the participants of both the Public Housing and Section 8 Housing Choice Voucher programs have been notified and given an opportunity to comment on the subject Plans; and

WHEREAS, on May 16, 2024 the Board of Commissioners duly authorized draft versions of the ACOP and AP to be presented to the public and program participants for comment, such draft documents incorporating recommended changes to the ACOP and AP; and

WHEREAS, comment has been reviewed and considered by the HACB Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte that its Public Housing program Admissions and Continued Occupancy Plan (ACOP) and its Section 8 Housing Choice Voucher Program Administrative Plan (AP) be adopted and made effective October 1, 2024, such adoption addressing comment received and implementing recommended changes to the draft plans through the date of this resolution.

Dated: July 18, 2024.

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4929

ADOPTION OF ACTION PLAN FOR SECTION 8 HOUSING CHOICE VOUCHER  
FAMILY SELF-SUFFICIENCY PROGRAM

---

WHEREAS, the Housing Authority of the County of Butte (HACB) administers under contract the U.S. Department of Housing and Urban Development Section 8 Housing Choice Voucher (HCV) Family Self Sufficiency (FSS) program; and

WHEREAS, administration of the FSS program requires establishment and maintenance of an FSS Action Plan, detailing policies and procedures for program administration; and

WHEREAS, the HACB received HUD approval of its initial FSS Action Plan on July 5, 1995; and

WHEREAS, the HACB updated its FSS Action Plan on December 15, 2008, June 16, 2011, November 19, 2020, September 15, 2022 and June 15, 2023, and received HUD approval of such updates; and

WHEREAS, the revised FSS Action Plan is due to be submitted to the HUD no later than July 18, 2024; and

WHEREAS, the HACB has reviewed the proposed FSS Action Plan revisions and determined them to be in the best interest of the HACB, its Section 8 HCV and FSS programs, and the clients served;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to revise the Section 8 Family Self Sufficiency Action Plan supporting its U.S. Department of Housing and Urban Development Section 8 Housing Choice Voucher Family Self-Sufficiency program, such revision made a part of and attached to this resolution, and to further authorize submission of the revision to HUD for approval.

Dated: July 18, 2024.

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary



# HOUSING AUTHORITY OF THE COUNTY OF BUTTE

## RESOLUTION NO. 4930

### ADOPTION OF THE ONE-YEAR AGENCY PLAN OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE

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BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte (Housing Authority) to adopt the agency's One-Year Agency Plan (Plan) in accordance with the following recitals and certifications, and to authorize the Chair of the Board of Commissioners to submit such Plan to the U.S. Department of Housing and Urban Development (HUD).

Acting on behalf of the Board of Commissioners of the Housing Authority of the County of Butte, its Chair shall be authorized to submit the One-Year Agency Plan for the Housing Authority's fiscal year beginning October 1, 2024, hereinafter referred to as the Plan, of which this document is a part, and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation thereof.

1. The Plan is consistent with the applicable comprehensive housing affordable strategies (or any plan incorporating such strategies) for the jurisdictions in which the Housing Authority is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the Housing Authority's jurisdiction and a description of the manner in which the Housing Authority Plan is consistent with the applicable Consolidated Plan.
3. The Housing Authority has established a Resident Advisory Board, the members of which represents the residents assisted by the Housing Authority, consulted with this Board in developing the Plan, and considered the recommendations of the Board (24 CFR 903.13). The Housing Authority has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board and a description of the manner in which the Plan address these recommendations.
4. The Housing Authority made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The Housing Authority will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990.
6. The Housing Authority will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available, and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the Housing Authority's involvement, and maintain records reflecting these analyses and

actions.

7. The Housing Authority will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

8. The Housing Authority will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

9. The Housing Authority will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low or Very Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

10. The Housing Authority has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

11. The Housing Authority has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms, if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

12. The Housing Authority will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The Housing Authority will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

14. The Housing Authority will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.

15. With respect to public housing, the Housing Authority will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

16. The Housing Authority will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

17. The Housing Authority will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

18. The Housing Authority will comply with the policies, guidelines, and requirements of OMB Circular No. A0-87 (cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).

19. The Housing Authority will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.

20. The Plan includes a statement of capital improvements needed.

21. The Housing Authority includes as an attachment to the Plan the most recent HUD- approved Capital Fund Five-Year Action Plan (HUD Form 50075.2).

22. All attachments to the Plan have been and will continue to be available at all times and all locations that the Housing Authority Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and attachments at the primary business office of the Housing Authority and at all other times and locations identified by the Housing Authority in its Housing Authority Plan and will continue to be made available at least at the primary business office of the Housing Authority.

Dated: July 18, 2024.

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4931

ACCEPTANCE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
(HUD) 2024 PUBLIC HOUSING CAPITAL FUND PROGRAM FUNDS

---

WHEREAS, the Housing Authority of the County of Butte (HACB) owns and operates Public Housing under Annual Contributions Contract with the United States Department of Housing and Urban Development (HUD); and

WHEREAS, HUD has awarded HACB 2023 Public Housing Capital Fund Program funds in the amount of One Million, One Hundred and Fifty-Six Thousand, Five Hundred and Seventy-Two Dollars and No Cents (\$1,156,572.00), under Capital Fund Program Grant No. CA01P04350124; and

WHEREAS, HACB has identified capital needs for its HUD Public Housing properties in its Annual Plan and Five-Year Plan; and

WHEREAS, HACB has established as part of the above referenced Annual Plan and Five-Year Plans, a Capital Fund Five-Year Action Plan, 2024-2028, HUD Form 50075.2 for use and expenditure of the 2024 Public Housing Capital Fund Program monies in accordance with such Plans;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to accept One Million, One Hundred and Fifty-Six Thousand, Five Hundred and Seventy-Two Dollars and No Cents (\$1,156,572.00), of U.S. Department of Housing and Urban Development (HUD) 2024 Public Housing Capital Fund monies, Capital Fund Program Grant No. CA01P04350124, for purposes of capital investment in its HUD Public Housing properties, such acceptance to include compliance with all terms and conditions set forth by HUD for acceptance and use of such funds, such funds to be expended in accordance with the Capital Fund Five-Year Action Plan, 2024-2028, HUD Form 50075.2.

Dated: July 18, 2024

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary

July 8, 2024

Memo

To: Board of Commissioners

From: Larry Guanzon, Executive Director  
Hope Stone, Finance Director

Subject: HACB Resolution No. 4932  
Gridley Farm Labor Housing, Gridley  
Adoption of Fiscal Year 2024-25 Proposed Operating Budget

The FY 2024-25 Budget with Narrative for USDA-RD Gridley Farm Labor Housing is provided for your review and approval. The budget was prepared by AWI, the third-party property management agent, in coordination with HACB management.

The proposed budget is due to USDA-RD by July 31st. The utility allowances are not finalized, so the final rent may vary slightly from the proposed amounts. Once received and reviewed by USDA, there may be some other alterations to the budget. These changes are usually minor and will be reported to the Board with the Consolidated Operating Budget. Please see the Budget Narrative for more budget and reserve balance details.

If you have any questions, we will gladly answer them at the Board Meeting.

*Recommend: motion to approve Resolution No. 4932*

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4932

APPROVAL OF  
FISCAL YEAR 2025 BUDGET  
FOR THE  
USDA-RD FARM LABOR HOUSING PROGRAM

---

WHEREAS, the Housing Authority of the County of Butte (HACB) approves an Operating Budget on an annual basis for its U.S. Department of Agriculture Rural Development (USDA-RD) Farm Labor Housing (FLH) program, operated at 850 East Gridley Road, Gridley CA; and

WHEREAS, the Operating Budget addresses and budgets anticipated expenses and revenues of the HACB in the operation and administration of its FLH program for the 2025 fiscal year, extending from October 1, 2024 through September 30, 2025; and

WHEREAS, in the approval of said Budgets certain USDA-RD forms, reflecting the approved budget, must be completed and signed for program compliance; and

WHEREAS, the HACB has drafted a proposed Operating Budget for its FLH program for the 2025 Fiscal Year; and

WHEREAS, the draft Operating Budget has been determined to be in the best interest of the HACB and the FLH program;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte (HACB) to hereby authorize submittal and negotiation of its U.S. Department of Agriculture Rural Development Fiscal Year 2025 Operating Budget, attached to and made a part of this resolution, for its Farm Labor Housing program, operated at 850 East Gridley Road, Gridley, CA, and, further, to authorize the Executive Director to sign all applicable program and contract forms on behalf of the HACB and submit them to the U.S. Department of Agriculture, and other contracting entities as required, to implement and administer the budget upon acceptance by the U.S. Department of Agriculture.

Dated: July 18, 2024.

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary

**Gridley Farm Labor Housing**  
2025 Budget Narrative

**Description & Status:** This property is a USDA Farm Labor Community. Units are old and a portion have been rehabbed. The funding that allowed for the rehab has been discontinued. The units which have not been rehabbed need upgrades to be marketable. The roadways throughout the property require repairs on a continual basis, and decommissioning of an old well will need to be completed in the next few years. For this year we are seeing increases in payroll and related expenses, grounds expenses, contract services, sewer, fuel, management fees, real estate taxes, Levee assessment and property & liability insurance. With the new management fee structure, this property qualifies for the \$5 for mixed subsidies for handling the reporting for both RD and HCD on the SERNA loan.

**Rent Increase Included in Proposed Budget:** We are requesting a \$60 rent increase this year for the units that have not been rehabilitated, \$75 rent increase for the rehabilitated units. The non-rehabbed units have no improvements. The only item provided is a stove. The rehabbed units have full appliances including a dishwasher and washer/dryer hook ups. They also have split system heat whereas the non-rehab units have a single swamp cooler to name a few of the differences. In addition, we are planning to improve 2 older brick units for a cost of \$50,000 per Unit for a total of \$100,000.00 to make them rentable.

**Reserve Balance:** As of 6.30.2024 \$512,440.

**Project Compliance:** HCD & USDA-RD has inspected the property in the last 30 days.

**Project's Financial Status:** Based on our current balance in RD Reserves we will have to draw owner held reserves to accomplish all needed repairs.

**Changes in Project Expenses/Cash Sources with Subtotals over the 10% Threshold:**

Laundry & vending: Decreased 15% to projected actuals.

Maintenance Payroll: Increased 13% due to the size and condition of the property.

Grounds: Increased to include \$8,200 monthly plus 10%

Contract Services: Increased to projected actual plus \$1,900

Management fees: Increased \$89+\$5(multiple subsidy) x 85 units.

Real estate taxes: Increased to 2024 actuals +2%

Property & Liability Insurance: Increased Actual + 15%

**Projected Capital Expenditures & Reserve Withdrawals:** Requested: appliances, flooring, cabinets, doors, air conditioning units, water heaters, pothole repairs, tree trimming, well services and rehab replacements.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**  
**FY 2025 PROPOSED OPERATING BUDGET**  
**GRIDLEY FARM LABOR HOUSING**  
**October 1, 2024 to September 30, 2025**

	<b>2025 Proposed Budget</b>	<b>2024 Current Budget</b>
<b>REVENUE</b>		
<i>POTENTIAL DWELLING RENT</i>	<i>1,498,800</i>	<i>1,486,608</i>
<i>REBATES</i>	<i>0</i>	<i>0</i>
<i>VACANCY LOSS*</i>	<i>-224,820</i>	<i>-277,715</i>
703.0 NET DWELLING RENT	1,273,980	1,208,893
704.0 TENANT CHARGES	1,100	1,100
704.0 LAUNDRY REVENUE	1,960	2,252
715.0 TRANSFER FROM RESERVE	100,000	100,000
711.0 INVESTMENT INCOME-unrestricted	284	284
720.0 INVESTMENT INCOME-restricted	0	0
<b>TOTAL REVENUE</b>	<b>1,377,324</b>	<b>1,312,529</b>
<b>EXPENSES</b>		
911.0 ADMIN. SALARIES	105,472	94,552
912.0 AUDIT FEES	8,000	8,000
914.0 ADVERTISING & MKTG	1,500	4,500
915.0 PR TAXES & BENEFITS-ADMIN	68,989	67,956
916.0 OFFICE EXPENSES	10,900	15,097
917.0 LEGAL EXPENSES	2,500	3,500
918.0 TRAVEL	1,250	1,250
918.1 ALLOCATED OVERHEAD	0	0
919.0 OTHER ADMIN. EXPENSE	99,844	93,724
<b>TOTAL OPERATING ADMIN.</b>	<b>298,455</b>	<b>288,579</b>
921.0 TENANT SERVICES-SALARIES	0	0
922.0 RELOCATION COSTS	0	0
923.0 PR TAXES & BENEFITS-TS	0	0
924.0 TENANT SERVICES-MISC.	0	0
<b>TOTAL TENANT SERVICES</b>	<b>0</b>	<b>0</b>
931.0 WATER	35,000	35,000
932.0 ELECTRICITY	33,500	32,000
933.0 GAS/TRASH	40,850	40,850
936.0 SEWER	29,635	29,635
<b>TOTAL UTILITIES-PROJECT</b>	<b>138,985</b>	<b>137,485</b>
941.0 MAINTENANCE SALARIES	104,334	90,820
942.0 MAINTENANCE MATERIALS	158,480	147,773
943.0 MAINT. CONTRACT COSTS	242,823	221,213
945.0 PR TAXES & BENEFITS-MAINT	0	0
<b>TOTAL MAINTENANCE</b>	<b>505,637</b>	<b>459,806</b>
952.0 PROTECTIVE SERVICES	0	0
961.xx INSURANCE-ALL	120,833	109,169
962.0 OTHER GENERAL EXP.	18,337	22,363
963.0 PILOT	0	0
964.0 BAD DEBTS-TENANT	0	0
966.0 BAD DEBTS-OTHER	0	0
967.0 INTEREST EXPENSE	0	0
<b>TOTAL OTHER OP. EXPENSES</b>	<b>139,170</b>	<b>131,532</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,082,247</b>	<b>1,017,402</b>
<b>TOTAL EXPENSES</b>	<b>1,082,247</b>	<b>1,017,402</b>
<b>RETAINED EARNINGS</b>	<b>295,077</b>	<b>295,127</b>
- RHS DEBT PAYMENTS	-150,703	-150,703
- TRANSFERS TO RESERVE	-34,500	-34,500
- RETURN TO OWNER/ASSET MANA	-7,500	-7,500
+ ANNUAL CAPITAL BUDGET	-100,000	-100,000
<b>NET CASH FLOW</b>	<b>2,374</b>	<b>2,424</b>



July 8, 2024

Memo

To: Board of Commissioners

From: Larry Guanzon, Executive Director  
Hope Stone, Finance Director

Subject: HACB Resolution No. 4933  
Gridley Springs II Apartments, Gridley  
Adoption of Fiscal Year 2024-25 Proposed Operating Budget

The FY 2024-25 Gridley Springs II Proposed Operating Budget is provided for your review and approval. The budget was prepared by Arrowhead Housing, the third-party property management agent, in coordination with HACB management.

Proposed rents for the eight CA Dept. of Housing and Community Development (HCD) assisted units are \$651 for the two-bedroom units; and \$681 for the three-bedroom units. The remaining sixteen units' rents are set as Tax Credit-regulated rents, currently between \$850 and \$975 per month, depending on household income tiers. Both capitalized improvements on turnover and HVAC replacements over the \$5,000 capitalization threshold are not included in this budget. Capital items are funded by means of Replacement Reserves, as needed, with approval by the HCD.

HCD loan interest accrues at \$6,500/year. Actual interest paid to HCD is based upon year-end cash flow, after a maximum Sponsor Distribution to the HACB of \$15,602. Required Replacement Reserve deposits are set by HCD at \$5,400/yr. and annual Operating Reserves deposits are calculated at 3% of operating expenses. Reserve balance as of 05.30.2024 \$124,425.

The budget will be submitted to HCD for review and approval, the final version may vary slightly. The budget will be presented again for final Board approval, along with the Agency-Wide Consolidated Budget, at the September meeting of the Board.

If you have any questions, we will gladly answer them at the Board Meeting.

*Recommend: motion to approve Resolution No. 4933*

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4932

APPROVAL OF THE FISCAL YEAR 2025 OPERATING BUDGET FOR  
GRIDLEY SPRINGS II APARTMENTS, 210 FORD AVENUE, GRIDLEY

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WHEREAS, the Housing Authority of the County of Butte (HACB) owns and operates Gridley Springs II Apartments, 210 Ford Avenue, Gridley, California, a twenty-four (24) unit multi-family affordable housing apartment complex (Property); and

WHEREAS, HACB prepares the budget for Gridley Springs II Apartments in conjunction with costs projected by Gridley Springs II Apartments property manager, Sackett Corporation; and

WHEREAS, the Operating Budget addresses and budgets anticipated expenses, revenues and capital improvements of the Property for the fiscal year extending from October 1, 2024 through September 30, 2025; and

WHEREAS, the Board of Commissioners of HACB has reviewed the budget as proposed and found the budget to be in the best interest of Gridley Springs II Apartments property, its tenants served, and HACB;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte, owner of the Gridley Springs II Apartments, 210 Ford Avenue, Gridley, CA, to hereby approve and adopt the Gridley Springs II Apartments Operating Budget for the fiscal year extending from October 1, 2024 to September 30, 2025, such Operating Budget attached to and made a part of this Resolution No. 4933.

Dated: July 18, 2024.

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David Pittman, Board Chair

ATTEST:

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Larry Guanzon, Secretary

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**  
**FY 2025 PROPOSED OPERATING BUDGET**  
**HCD - GRIDLEY SPRINGS II**  
**October 1, 2024 to September 30, 2025**

	2025 Proposed Budget	2024 HCD Budget	Notes
<b>REVENUE</b>			
POTENTIAL DWELLING RENT	237,216	226,811	
REBATES	0	0	
VACANCY LOSS*	-4,744	-4,536	
703.0 NET DWELLING RENT	232,472	222,275	
704.0 TENANT CHARGES	2,500	500	
704.0 LAUNDRY REVENUE	500	500	
715.0 OTHER INCOME	0	0	
711.0 INVESTMENT INCOME-unrestricted	6,500	0	
720.0 INVESTMENT INCOME-restricted	0	0	
<b>TOTAL REVENUE</b>	<b>241,972</b>	<b>223,275</b>	
<b>EXPENSES</b>			
911.0 ADMIN. SALARIES	0	0	
912.0 AUDIT FEES	9,000	4,200	
914.0 ADVERTISING & MKTG	250	250	
915.0 PR TAXES & BENEFITS-ADMIN	0	0	
916.0 OFFICE EXPENSES	7,000	7,000	
917.0 LEGAL EXPENSES	2,000	1,500	
918.0 TRAVEL	350	350	
918.1 ALLOCATED OVERHEAD	0	0	
919.0 OTHER ADMIN. EXPENSE	37,260	35,810	includes res mgr and mgt fees
<b>TOTAL OPERATING ADMIN.</b>	<b>55,860</b>	<b>49,110</b>	
921.0 TENANT SERVICES-SALARIES	0	0	
922.0 RELOCATION COSTS	0	0	
923.0 PR TAXES & BENEFITS-TS	0	0	
924.0 TENANT SERVICES-MISC.	0	0	
<b>TOTAL TENANT SERVICES</b>	<b>0</b>	<b>0</b>	
931.0 WATER	6,000	6,000	
932.0 ELECTRICITY	3,720	3,720	
933.0 GAS	820	820	
936.0 SEWER	9,840	9,840	
<b>TOTAL UTILITIES-PROJECT</b>	<b>20,380</b>	<b>20,380</b>	
941.0 MAINTENANCE SALARIES	0	0	
942.0 MAINTENANCE MATERIALS	0	0	
943.0 MAINT. CONTRACT COSTS	90,585	89,085	
945.0 PR TAXES & BENEFITS-MAINT	0	0	
<b>TOTAL MAINTENANCE</b>	<b>90,585</b>	<b>89,085</b>	
952.0 PROTECTIVE SERVICES	0	0	
961.xx INSURANCE-ALL	10,030	7,678	
962.0 OTHER GENERAL EXP.	0	0	
963.0 PILOT	0	0	
964.0 BAD DEBTS-TENANT	0	0	
966.0 BAD DEBTS-OTHER	0	0	
967.0 INTEREST EXPENSE	6,500	6,500	HCD loan interest accrued
<b>TOTAL OTHER OP. EXPENSES</b>	<b>16,530</b>	<b>14,178</b>	
<b>TOTAL OPERATING EXPENSES</b>	<b>183,355</b>	<b>172,753</b>	
<b>TOTAL EXPENSES</b>	<b>183,355</b>	<b>172,753</b>	
<b>RETAINED EARNINGS</b>	<b>58,617</b>	<b>50,522</b>	
+ RESERVES WITHDRAWALS	0	0	
+ ACCRUED INTEREST PAYABLE	6,500	6,500	accrued, payable from cash flow
- CAPITALIZED ASSETS	0	0	
- RESERVES DEPOSITS	-10,276	-10,276	\$5,400 Rplcmnt/\$4,876 Op
<b>NET CASH FLOW</b>	<b>54,841</b>	<b>46,746</b>	