

HOUSING AUTHORITY OF THE COUNTY OF BUTTE (HACB)

Board of Commissioners Meeting

2039 Forest Avenue
Chico, California 95928

MEETING AGENDA

December 18, 2025

2:00 p.m.

Due to COVID-19 and California State Assembly Bill 361 that amends the Ralph M. Brown Act to include new authorization for remote meetings, including remote public comment for all local agencies. California State Assembly Bill 361 extends the provision of Governor Newsom's Executive Order N-29-20 and N-35-20 until January 2024. The meeting will be a hybrid meeting both in person at this Housing Authority office and remotely. Members of the Board of Commissioners and HACB staff will be participating either in person or remotely. The Board of Commissioners welcomes and encourages public participation in the Board meetings either in person or remotely from a safe location.

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

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

<https://meet.goto.com/552721661>

You can also dial in using your phone.

Access Code:

552 721 661

United States (Toll Free):

[1 877 309 2073](tel:18773092073)

United States:

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

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

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

NEXT RESOLUTION NO. 4982

ITEMS OF BUSINESS

1. ROLL CALL

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2. AGENDA AMENDMENTS

3. CONSENT CALENDAR

3.1 Minutes for the meeting of November 20, 2025

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$787,138.63
3.2.2	Landlords –	\$2,160,046.90
3.2.3	Payroll –	\$151,539.19

3.3 Financial Statements – N/A

3.3.1 Approval of Auditor Selection

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

3.9.1 Mi CASA Celebration

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 [Paradise Continues to Mark Progress in Recovery and Rebuilding California Department of Housing and Community Development, November 17, 2025, HCD California](#)

4. CORRESPONDENCE

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Mayer Commons, Paradise – PG&E Public Utility Easement Approval.

Recommendation:

Resolution No. 4982

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

11.1 Pursuant to California Government Code 54956.8: Conference with real estate negotiator.

Property located at: Evanswood Apartments, Oroville, CA

12. COMMISSIONERS' CALENDAR

- **Next Meeting January 15, 2026**
- **Save the Date: January 25-27, 2026 NorCal/Nevada NAHRO 2026 Annual Conference, Napa, CA**

13. ADJOURNMENT

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

**MEETING MINUTES OF
November 20, 2025**

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 2:02p.m.

1. ROLL CALL

Present for the Commissioners: Randy Coy, Bob Crowe, Rich Ober, David Pittman and Sarah Richter; all attended in person.

Present for the Staff: Larry Guanzon, Executive Director; Angie Little, Rental Assistance Programs Manager; Juan Meza, Public Housing Manager; Taylor Gonzalez, Project Manager; and Marysol Perez, Executive Assistant; all attended in person.

Others Present: Marco Cruz, CFO Consultant, Tiffany Lee, Special Program Coordinator, and Abe Galvan, Family Self Sufficiency Graduate.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Crowe moved that the Consent Calendar be accepted as presented. Commissioner Coy seconded. The approval of the consent calendar is with Commissioner Coy abstaining from the minutes approval as he was not present for the October meeting. The vote in favor was unanimous.

4. CORRESPONDENCE

- 4.1 Email: NAHRO Direct News: Congress Passes Clean CR, Ending Longest Shutdown in History.

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5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Sufficiency – Mr. Galvan enrolled in the FSS program in January of 2019. Rental Assistance Programs Manager, Angie Little had the pleasure of working with Mr. Galvan in the beginning. Special Programs Coordinator Tiffany Lee share that Mr. Galvan is a beautiful individual and since she began working with him in the FSS program he has had a clear and strong desire to succeed. He Actively continues to grow his landscaping business. Mr. Galvan also expressed gratitude for the program and shared that he doesn't have an education but if he can achieve his goals anyone can. Mr. Galvan graduates the FSS program having secured \$15,402.28 in escrow funds.

RESOLUTION NO. 4976

Commissioner Richter moved that Resolution No. 4976 be adopted by reading of title only: "RECOGNITION OF FSS GRADUATE ABRAM GALVAN". Commissioner Ober seconded. The vote in favor was unanimous.

- 5.2 Section 8 Management Assessment Plan (SEMAP) – The HUD Section 8 Management Assessment Program (SEMAP) is a yearly required exercise, where HACB self-certifies its program performance in each jurisdiction it serves (Butte and Glenn Counties). SEMAP looks at voucher statistics; leasing rates, expenditures, compliance, distribution of vouchers throughout the community. Once again, the HACB will receive 100% of the possible points available, maintaining the High Performer Status.

RESOLUTION NO. 4977

Commissioner Ober moved that Resolution No. 4977 be adopted by reading of title only: "APPROVAL OF SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION". Commissioner Crowe seconded. The vote in favor was unanimous.

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

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Currently there are six (6) Public Housing households that have selected the Flat Rent option out of the 345 households served in Public Housing. The action updates the Flat Rent Schedule for the 2026 operating year and becomes effective January 1, 2026.

RESOLUTION NO. 4978

Commissioner Richter moved that Resolution No. 4978 be adopted by reading of title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.4 HACB Write-Offs - Annually the HACB records vacated tenant balances for doubtful accounts, reducing the net tenant accounts receivable shown on the balance sheet. The write-off debt this year is quite large \$272,673.63, due to old balances dating back to 4-5 years. The write-off accounts have been or will be sent to a collection agency for further actions. The write offs do not affect the financial standing of the agency.

RESOLUTION NO. 4979

Commissioner Coy moved that Resolution No. 4979 be adopted by reading of title only: “WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE”. Commissioner Crowe seconded. The vote in favor was unanimous.

- 5.5 Park Place Apartments, Oroville - On November 12th the HACB received four (4) bids for the Park Place Apartments Site Improvement Project; a project developed to improve site accessibility and site amenities. Billson Construction Company, Inc. provided the lowest responsive and responsible bid for this project. However, the bid exceeds the Independent Cost Estimate (ICE) by 44%. It is believed that the bids received exceeded ICE for three (3) reasons: additional work, site constraints and phased construction. Staff recommends entering into a construction contract with Billson Construction Company, Inc. in the amount of \$386,659.00.

RESOLUTION NO. 4980

Commissioner Crowe moved that Resolution No. 4980 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH BILLSON CONSTRUCTION COMPANY, INC. FOR THE PARK PLACE APARTMETNS SITE IMPROVEMENTS PROJECT, OROVILLE”. Commissioner Ober seconded. The vote in favor was unanimous.

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- 5.6 Recognition of Community Member – In honor of the 25th Anniversary of the Mi CASA program, located at the Gridley Farm Labor Housing property, the HACB is honoring Kathy McKenzie with the attached resolution and will be presented to her at the celebration in her honor on Friday November 21, 2025.

RESOLUTION NO. 4981

Commissioner Richter moved that Resolution No. 4981 be adopted by reading of title only: “RECOGNITION AND CELEBRATION OF FOUNDER AND DIRECTOR OF THE MI CASA AFTERSCHOOL PROGRAM: KATHY MCKENZIE”. Commissioner Crowe seconded. The vote in favor was unanimous.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourned: 2:54 p.m.

Reconvened: 3:15 p.m.

Executive Director Guanzon; Taylor Gonzalez, Program Manager; Marysol Perez, Executive Assistant; and all HACB Commissioners identified in the roll call were in attendance.

- 11.1 Government Code 54956.8: Conference with Real Estate Negotiator – Direction was provided to staff regarding property located at Evanswood Apartments, Oroville.

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12. COMMISSIONERS' CALENDAR

- **Celebrating 25 Years of Mi C.A.S.A., Friday, November 21, 2025**
- **Save the date: HACB Holiday Luncheon Monday December 15, 2025**
- **Save the Date: January 25-27, 2026 NorCal/Nevada NAHRO 2026 Annual Conference, Napa, CA**

13. ADJOURNMENT

The meeting was adjourned at 3:18 p.m.

Dated: November 20, 2025.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary

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

Check Date	Check #	Vendor	Total Amount
11/6/2025	4607	v0000010 - California Water Service - Oroville	492.00
11/6/2025	4608	v0000010 - California Water Service - Oroville	164.00
11/6/2025	4609	v0000011 - California Water Service - Chico	26.00
11/6/2025	4610	v0000014 - Gridley Municipal Utilities	806.00
11/6/2025	4611	v0000014 - Gridley Municipal Utilities	28.00
11/6/2025	4612	v0000031 - PG&E	1,898.00
11/6/2025	4613	v0000031 - PG&E	77.00
11/6/2025	4614	v0000031 - PG&E	165.00
11/6/2025	4615	v0000006 - Biggs Municipal Utilities	3,011.16
11/6/2025	4616	v0000011 - California Water Service - Chico	122.80
11/6/2025	4617	v0000011 - California Water Service - Chico	247.78
11/6/2025	4618	v0000011 - California Water Service - Chico	6,860.97
11/6/2025	4619	v0000017 - EAGLE SECURITY SYSTEMS	522.66
11/6/2025	4620	v0000031 - PG&E	12.86
11/6/2025	4621	v0000031 - PG&E	0.25
11/6/2025	4622	v0000031 - PG&E	1,219.78
11/6/2025	4623	v0000031 - PG&E	27.88
11/6/2025	4624	v0000031 - PG&E	5,258.52
11/6/2025	4625	v0000040 - Gregory P. Einhorn	710.00
11/6/2025	4626	v0000057 - OPER. ENG. LOCAL #3	748.00
11/6/2025	4627	v0000090 - Butte County Auditor	19,402.06
11/6/2025	4628	v0000140 - COMCAST CABLE	707.78
11/6/2025	4629	v0000223 - Employment Development Dep	161.00
11/6/2025	4630	v0000235 - HD Supply Facilities Maintenance, Ltd.	1,988.95
11/6/2025	4631	v0000267 - OFFICE DEPOT INC	1,806.75
11/6/2025	4632	v0000309 - Illustratus	136.99
11/6/2025	4633	v0000322 - Oroville Safe & Lock	489.38
11/6/2025	4634	v0000369 - Thrifty Rooter-Service & Plumbing (CHICO)	420.00
11/6/2025	4635	v0000380 - Staples Business Credit	1,238.65
11/6/2025	4636	v0000401 - Plan B Professional Answering Services	142.40
11/6/2025	4637	v0000422 - CAHA	1,200.00
11/6/2025	4638	v0000428 - Adecco Employment Services	2,464.00
11/6/2025	4639	v0000474 - Advanced Document	222.45
11/6/2025	4640	v0000513 - CDW Government, Inc.	8,668.91
11/6/2025	4641	v0000599 - Access Information Holdings, LLC.	196.23
11/6/2025	4642	v0000631 - Hignell, Inc. dba Experts in Your Home	51,338.45
11/6/2025	4643	v0000669 - ROTO-ROOTER OROVILLE	155.00
11/6/2025	4644	v0000773 - Clean Master	1,806.00
11/6/2025	4645	v0000795 - Richard's North State Pest Mgmt (dba)	1,654.50
11/6/2025	4646	v0000829 - Armed Guard Private Security, Inc	300.00
11/6/2025	4647	v0000857 - ECORP Consulting, Inc.	805.00
11/6/2025	4648	v0000886 - Candelario Ace Hardware dba	81.95
11/6/2025	4649	v0004614 - City of Chico (Sewer)	1,841.97
11/20/2025	4650	t0001422 - Figueroa	13.19
11/20/2025	4651	v0000010 - California Water Service - Oroville	833.76
11/20/2025	4652	v0000010 - California Water Service - Oroville	6,160.66
11/20/2025	4653	v0000010 - California Water Service - Oroville	363.31
11/20/2025	4654	v0000010 - California Water Service - Oroville	189.03
11/20/2025	4655	v0000031 - PG&E	116.96
11/20/2025	4656	v0000031 - PG&E	329.34
11/20/2025	4657	v0000031 - PG&E	10.73
11/20/2025	4658	v0000031 - PG&E	2,180.62
11/20/2025	4659	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	1,976.02
11/20/2025	4660	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,903.85
11/20/2025	4661	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	4,233.94

11/20/2025	4662	v0000040 - Gregory P. Einhorn	3,400.00
11/20/2025	4663	v0000108 - AT&T	92.97
11/20/2025	4664	v0000140 - COMCAST CABLE	977.98
11/20/2025	4665	v0000241 - WASTE MANAGEMENT	1,830.46
11/20/2025	4666	v0000267 - OFFICE DEPOT INC	411.19
11/20/2025	4667	v0000312 - Unum Life Insurance Company	814.14
11/20/2025	4668	v0000312 - Unum Life Insurance Company	604.03
11/20/2025	4669	v0000362 - Modern Building, Inc.	117,044.75
11/20/2025	4670	v0000402 - US Bank	332.80
11/20/2025	4671	v0000422 - CAHA	50.00
11/20/2025	4672	v0000428 - Adecco Employment Services	2,393.60
11/20/2025	4673	v0000463 - Sherwin-Williams Company	1,351.97
11/20/2025	4674	v0000469 - Thermalito Irrigation	696.28
11/20/2025	4675	v0000474 - Advanced Document	35.18
11/20/2025	4676	v0000501 - Richard's Tree Service, Inc.	2,500.00
11/20/2025	4677	v0000554 - GreatAmerica Financial Services	202.50
11/20/2025	4678	v0000592 - Neal Road Recycling & Waste	166.99
11/20/2025	4679	v0000669 - ROTO-ROOTER OROVILLE	155.00
11/20/2025	4680	v0000806 - Cypress Dental Administrators	2,916.06
11/20/2025	4681	v0000845 - HMR Architects, Inc.	1,114.33
11/20/2025	4682	v0000863 - Nor-Cal Landscape Maintenance dba	13,685.00
11/20/2025	4683	v0000879 - GUZI-WEST Inspection and Consulting. LLC	1,004.40
11/20/2025	4684	v0003147 - United States Treasury	169,731.56
11/20/2025	4685	v0004507 - S&P Global Ratings	11,000.00
11/20/2025	4686	v0004614 - City of Chico (Sewer)	34.46
11/20/2025	4687	v0004653 - Jessee Heating & Air Conditioning	150.00
11/20/2025	4688	v0004655 - Housing and Development Law Institute	1,325.00
11/20/2025	4689	v0004778 - Sutter Butte Flood Control Agency	3,916.01
11/20/2025	4690	v0004827 - Verdant Commercial Capital LLC	273.13
11/4/2025	100462	v0001741 - Everett	1,342.00
11/4/2025	100463	v0003139 - CAA North Point Chico LP	1,259.00
11/4/2025	100464	v0003960 - Chico Housing Action Team	4,826.00
11/4/2025	100465	v0003988 - Elle Property Management Solutions	269.00
11/4/2025	100466	v0004575 - North Creek Crossings	784.00
11/4/2025	100467	v0004819 - Raul J Ramirez	1,652.00
11/6/2025	100468	v0000240 - CIC	2,909.90
11/6/2025	100469	v0004834 - Sherwood Forest MHP, LLC	1,850.00
11/6/2025	100470	v0004869 - Elevates Consulting LLC	12,617.85
11/14/2025	100471	v0004854 - Chico Cussick Avenue LP	1,422.00
11/20/2025	100472	v0000155 - Susanne Kemp	122.93
11/20/2025	100473	v0000159 - Tamra C. Young	71.00
11/20/2025	100474	v0000159 - Tamra C. Young	281.00
11/20/2025	100475	v0000821 - Golden State Risk Management Authority	26,930.00
11/20/2025	100476	v0000885 - Yardi Systems, Inc.	92,723.65
11/20/2025	100477	v0003960 - Chico Housing Action Team	893.00
11/20/2025	100478	v0004526 - VSP Vision Care	544.85
11/20/2025	100479	v0004543 - Joseph Young	323.00
11/20/2025	100480	v0004847 - BDO USA, P.C.	256.25
11/20/2025	100481	v0004869 - Elevates Consulting LLC	9,481.50
11/20/2025	100482	v0004871 - JP Bath Refinishers	1,500.00
11/13/2025	779383	v0004576 - Aflac	1,329.93
11/15/2025	1119027	v0000799 - Benefit Resource, Inc.	175.00
11/3/2025	3038863	v0000059 - CalPERS	12,750.65
11/3/2025	3038864	v0000059 - CalPERS	6,846.16
11/17/2025	3049659	v0000059 - CalPERS	40,032.08
11/17/2025	3049660	v0000059 - CalPERS	12,749.38
11/17/2025	3049661	v0000059 - CalPERS	6,577.35
11/17/2025	3049662	v0000059 - CalPERS	433.17
11/17/2025	3049663	v0000059 - CalPERS	315.00

12/1/2025 12:31 PM

11/28/2025	3056795	v0000059 - CalPERS	12,750.28
11/28/2025	3056797	v0000059 - CalPERS	315.00
11/4/2025	11042025	v0000439 - Umpqua Bank	7,457.16
11/17/2025	11172025	v0000121 - United States Postal Service (CMRS-FP)	5,000.00
11/25/2025	11252025	v0000039 - TPx Communications	1,041.21
11/26/2025	11262025	v0000048 - Valero Fleet	395.34
11/26/2025	11262025	v0000439 - Umpqua Bank	4,696.94
11/28/2025	18084567	v0000059 - CalPERS	6,620.35
11/3/2025	578108752	v0000181 - Empower	1,495.00
11/17/2025	585890671	v0000181 - Empower	1,495.00
11/28/2025	590523970	v0000181 - Empower	1,495.00
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TOTAL			763,177.21

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

Check Date	Check #	Vendor	Total Amount
11/6/2025	1202	v0000660 - HACB	342.00
TOTAL			342.00

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

Check Date	Check #	Vendor	Total Amount
11/6/2025	1554	v0000382 - FedEx	72.35
11/6/2025	1555	v0000660 - HACB	23,306.49
11/20/2025	1556	v0000382 - FedEx	240.58
TOTAL			23,619.42

December 18, 2025

MEMO

To: Board of Commissioners

From: Marco Cruz, CFO Consultant

Subject: Approval of Auditor Selection

Background

For sound fiscal controls and following U.S. Department of Housing and Urban Development's (HUD) guidance, the Housing Authority of the County of Butte (HACB) uses the Request for Proposal (RFP) process to select auditors every five years. New auditors are not required every five years, but new proposals should be requested and evaluated for experience and cost.

RFP Process

An Evaluation Committee was formed, and an RFP for Audit Services was sent to fifteen CPA firms known to conduct Public Housing Authority (PHA) audits. The Evaluation committee received four proposals which were evaluated on breadth of PHA experience, rating of references, and cost.

Selection and Recommendation

Based on the criteria of the RFP and the needs of HACB, the Evaluation committee has selected Smith Marion & Co. as their recommendation as HACB's auditor for the fiscal years ending 2025-2027, with two optional one-year extensions for 2028 and 2029.

Smith Marion & Co. has extensive experience auditing PHA's and had universally positive references within the PHA community. Highlights include:

- 40+ years serving PHA's
- 100+ PHA and LIHTC clients
- The engagement partner, Chad Porter, has 25+ years of experience. He regularly presents on HUD compliance and GASB reporting to various PHA associations.

The Evaluation Committee asks that the Board of Commissioners approve their selection of Smith Marion & Co. to enter into contract negotiations.

Regards,
Marco Cruz

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

HOUSING CHOICE VOUCHER (SECTION 8)

UTILIZATION SUMMARY REPORT

ROLLING 12 MONTH ANALYSIS

UNITS LEASED SUMMARY	DEC'25	NOV'25	OCT'25	SEP'25	AUG'25	JUL'25	JUN'25	MAY'25	APR'25	MAR'25	FEB'25	JAN'25
BUTTE												
ACC UNIT MONTHS	1983	1983	1983	1983	1983	1983	1983	1983	1983	1983	1983	1983
CURRENT LEASED	1859	1856	1870	1851	1851	1860	1868	1873	1881	1889	1901	1907
VOUCHER UTILIZATION %	93.75%	93.60%	94.30%	93.34%	93.34%	93.80%	94.20%	94.45%	94.86%	95.26%	95.86%	96.17%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	98	100	94	102	102	100	101	104	105	106	105	105
VOUCHER UTILIZATION %	112.64%	114.94%	108.05%	117.24%	117.24%	114.94%	116.09%	119.54%	120.69%	121.84%	120.69%	120.69%
VASH												
ACC UNIT MONTHS	214	214	214	214	214	214	214	214	214	214	194	194
CURRENT LEASED	186	189	187	189	187	184	171	166	158	157	157	158
VOUCHER UTILIZATION %	86.92%	88.32%	87.38%	88.32%	87.38%	85.98%	79.91%	77.57%	73.83%	73.36%	80.93%	81.44%
TOTAL												
ACC UNIT MONTHS	2284	2284	2284	2284	2284	2284	2284	2284	2284	2284	2264	2264
CURRENT LEASED	2143	2145	2151	2142	2140	2144	2140	2143	2144	2152	2163	2170
VOUCHER UTILIZATION %	93.83%	93.91%	94.18%	93.78%	93.70%	93.87%	93.70%	93.83%	93.87%	94.22%	95.54%	95.85%

HAP SUMMARY*	DEC'25	NOV'25	OCT'25	SEP'25	AUG'25	JUL'25	JUN'25	MAY'25	APR'25	MAR'25	FEB'25	JAN'25
ACC BUDGET	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477	\$ 1,854,477
ACTUAL HAP	\$ 1,882,974	\$ 1,923,985	\$ 1,939,494	\$ 1,933,205	\$ 1,922,893	\$ 1,909,809	\$ 1,905,886	\$ 1,902,649	\$ 1,898,991	\$ 1,891,106	\$ 1,891,143	\$ 1,872,599
PER UNIT COST	\$ 879	\$ 897	\$ 902	\$ 903	\$ 899	\$ 891	\$ 891	\$ 888	\$ 886	\$ 879	\$ 874	\$ 863
BUDGET UTILIZATION %	101.54%	103.75%	104.58%	104.25%	103.69%	102.98%	102.77%	102.60%	102.40%	101.98%	101.98%	100.98%

ACTIVITY SUMMARY	DEC'25	NOV'25	OCT'25	SEP'25	AUG'25	JUL'25	JUN'25	MAY'25	APR'25	MAR'25	FEB'25	JAN'25
# PORT IN BILLED	40	41	41	40	37	32	31	28	27	25	24	20
#PORT OUT UNDER CONTRACT	80	80	80	79	77	76	76	77	76	73	71	71
ZERO HAP	9	9	4	3	5	4	6	4	8	8	7	8
UTILITY ASSISTANCE PAYMENTS	136	136	130	132	111	125	122	116	122	119	125	150
NEW ADMISSIONS	**	17	5	31	26	30	10	21	6	12	10	8
INITIAL VOUCHERS SEARCHING	8	7	15	12	17	36	33	28	16	5	5	3
ACTUAL/ESTIMATED EOP	15	10	10	19	11	16	18	18	17	16	21	12
REMAIN ON WAITING LIST	1501	1501	1501	1501	1501	1501	1501	1501	1501	1501	1501	1501

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

**No data.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
VACANCY REPORT AS OF THE 1ST OF THE MONTH
2025**

HOUSING AUTHORITY OWNED PROPERTIES													
	Gridley FLH	Open Market Units											
Location	FLH	Demo	Other	Gridley Springs II	Cameo	Locust	Alamont	Evanswood	Mayer Commons	Lincoln	Park Place	Total	Occupancy
# of Units	115*	6	0****	24	20	10	30	31	12	18	40	191	%
Dec-25	13**	0	0****	1	0	2	0	0	5	0	2	9	95.3%
Nov-25	12**	0	0****	2	2	0	0	0	5	0	1	8	95.8%
Oct-25	11**	0	0****	2	2	0	2	0	8	0	2	16	91.6%
Sep-25	12**	0	0****	2	1	0	3	0	10	0	1	17	91.1%
Aug-25	11**	0	0****	2	1	0	2	0	12***	0	2	5	97.1%
Jul-25	10**	0	0****	2	0	1	1	0	12***	0	1	3	98.3%
Jun-25	11**	0	0****	2	0	2	1	0	12***	0	1	4	97.7%
May-25	12**	0	0****	3	0	2	0	0	12***	1	1	4	97.7%
Apr-25	12**	0	0****	0	0	0	0	0	12***	0	0	0	100.0%
Mar-25	13**	0	0****	2	1	0	0	0	12***	0	1	2	98.9%
Feb-25	14**	0	0****	3	1	0	0	0	12***	0	2	3	98.3%
Jan-25	12**	0	0****	2	0	0	0	1	12***	0	2	3	98.3%

* Unit count adjusted by units offline - (18) uninhabitable and (8) less units due to rehab reconfiguration.

** Vacancy rate does not include units offline for construction; (8) units.

**** Mayer Commons leasing and occupancy began 08/01/2025

***** 2131 Fogg Avenue, Oroville Vacant Lot

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Dec-25	1	0	8	0	1	1	2	13	96.2%
Nov-25	1	0	6	0	1	1	2	11	96.8%
Oct-25	0	2	1	0	4	0	1	8	97.7%
Sep-25	0	2	1	2	4	2	1	12	96.5%
Aug-25	3	2	2	1	2	2	1	13	96.2%
Jul-25	2	0	1	0	2	1	3	9	97.4%
Jun-25	3	2	3	0	2	3	1	14	95.9%
May-25	3	2	4	0	2	0	0	11	96.8%
Apr-25	4	2	3	1	5	0	0	15	95.7%
Mar-25	4	2	3	1	4	0	0	14	95.9%
Feb-25	3	1	2	1	3	2	0	12	96.5%
Jan-25	4	2	3	2	2	2	2	17	95.1%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Dec-25	9
Nov-25	7
Oct-25	6
Sep-25	6
Aug-25	8
Jul-25	9
Jun-25	9
May-25	11
Apr-25	10
Mar-25	11
Feb-25	12
Jan-25	8

BCAHD				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Dec-25	7	2	1	0
Nov-25	7	1	1	0
Oct-25	8	2	2	0
Sep-25	4	1	3	2
Aug-25	4	1	4	0
Jul-25	3	1	6	2
Jun-25	3	1	6	2
May-25	5	1	4	2
Apr-25	6	0	2	3
Mar-25	7	0	2	3
Feb-25	8	0	2	1
Jan-25	8	0	2	2

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	18 Transfer list	6+	2697	6+	2141	6+
2	4308	3+			948	2+
3	800	2+	918	2+	553	2+
4	350	5+			183	4+
5					39	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	18	3	523	3	381	2
2	581	7			62	
3	33	2	29	6	22	
4	8	4+			3	
5					2	

MEMO

Date: December 12, 2025

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Status of HACB Construction Projects

As of December 12, 2025, the status of HACB construction activity follows:

2020A Bond – Activities:

- To date, **\$9,115,105** has been obligated, representing approximately **96%** of the **\$9,503,644** Project Fund. Expenses paid to date 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. All remaining improvements are anticipated to be completed by the end of 2026, at which point all funds are expected to be fully expended.

Mayer Commons (formerly Kathy Court Apartments), Paradise:

- The Construction Close-Out phase is underway, with coordination between HACB staff, Town of Paradise staff, and HCD to finalize and gather all project documentation.
- The contractor is currently working to submit all final labor compliance documentation.
- The exterior work is now fully complete. The shade structure and project signage have been installed, with the Town of Paradise completing the final inspections in early December. A Notice of Completion will be filed with the County Recorder.
- HACB staff, Town of Paradise staff, and RSC Associates, the third-party property manager, continue to collaborate on leasing activities.



Photo of completed project

*December 12, 2025
HACB Construction Status Memo
pg. 1*

Park Place Apartments, Oroville: *Exterior Site Rehabilitation with emphasis on an Accessible Path of Travel and replacement of the pergola.*

- Following Board approval, a Notice of Contract Award was issued to the successful bidder, Billson Construction Company.
- The contract package has been assembled and was sent to Billson Construction Company for execution.
- Following contract execution, HACB staff, RSC Associates, the third-party property manager, and Billson will meet to develop a work plan that ensures resident safety and accessibility. A detailed phasing plan will be submitted and approved by HACB staff and RSC Associates prior to the start of construction.
- It is anticipated that construction will commence in January 2026, weather permitting.
- HACB staff is currently working to finalize the Shade Structure procurement, which will be furnished to the Contractor for installation.

Farm Labor Housing, Gridley: *State Water Board Backup Generator Funding Program includes the installation of a new 200kW natural gas generator and a 200A automatic transfer switch.*

- The project team is coordinating with PG&E to establish the new natural gas service needed for the generator.
- In November, the project team received a draft project manual, which is currently under review.
- Final 100% design drawings are expected by the end of December 2025, with bidding and construction to follow in 2026.
- RCAC, the project sponsor informed HACB staff that the total project funding is \$500,000. The engineer's estimate of probable costs, which includes all design fees, permitting fees, PG&E fees, procurement and installation of the generator, and a 25% contingency totals \$499,392. Therefore, HACB staff was advised that any cost overruns beyond the \$500,000 budget will need to be covered by the property.

HACB Main Office, Chico:

- **Surveillance System Upgrade**
 - Following recent vandalism to agency vehicles, a Request for Quotes was issued to replace the existing surveillance system, which was installed nearly 20 years ago when the building was constructed.
 - The upgrade provides enhanced video coverage, significantly improved video resolution, and a cloud-based dashboard that allows clips to be viewed at any time from any location.
 - The installation was completed in late November.
- **Carpet Replacement**
 - A Request for Quotes was issued to replace the carpet in the Front Desk area, where the existing flooring is worn and beginning to deteriorate.
 - The existing broadloom carpet will be replaced with durable carpet tiles, which will be gradually installed throughout the rest of the building as budget permits.
 - It is anticipated that the contractor will begin the replacement in early January 2026.

*December 12, 2025
HACB Construction Status Memo
pg. 2*

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

- The Walkway repairs are now complete.
- In early 2026 HACB Staff will begin coordinating the remaining repairs including: Railing replacement, stair tread replacement, exterior painting, and repairs to the trash enclosure.

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

- The vacant lot is fully fenced, and the site is secure in anticipation of future development work.
- HACB staff continue to dedicate efforts to exploring and pursuing all available funding opportunities to fulfill the \$9.7 million project budget.

12 Month HACB Construction Project Schedule - December, 2025

		Budgeted Amount	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26
Lincoln Apartments, Chico														
	Railing and Stair Tread Replacement	T.B.D.												
Park Place Apartments, Oroville														
	Site Improvements and Community Building Improvements	\$591,341												
Mayer Commons (Kathy Court Apartments) Paradise														
	Replacement Project	\$6,738,294												
HACB Main Office														
	Tenant Improvement Project	\$59,850												
	Carpet Replacement Project	\$10,000												
	Avigilon Camera System Project	\$20,000												
Fogg Avenue Apartments, Oroville														
	Design Development and Construction Drawings	\$450,000												
	Seek Funding and Grant Application Preparation	\$50,000												
Farm Labor Housing, Gridley														
	Well 03 Backup Generator Installation	\$500,000												
Total next 12 months:		\$8,419,485												

Design/Bid Phase

Construction Phase

Completed

MEMO**Date:** December 11, 2025**To:** Board of Commissioners**From:** Sheri Bouvier, Contracts Administrator**Subject:** Public Housing Capital Fund Construction Projects – Status Update

As of December 11, 2025, the following summarizes the status of current HACB Capital Fund construction activities:

Roof Replacement Project – 1239 Ivy St., Chico

- ICE: \$20,000
- Contract Award: Steele's Roofing - \$17,890.00
- Status: Estimated start date late December

ADA Access Ramp Project – 7 La Leita Ct., Chico

- ICE: \$9,000.00
- Contract Award: Chico Home Access -\$8,080.00
- Status: Estimated start date late December

Barrier Free Shower System Installation Project – 7 Natoma Ct., Chico

- ICE: \$15,000.00
- Contract Award: Experts In Your Home for \$13,220.00
- Status: Start date December 15, 2025

Tree Trim and Removal Project – Select Trees in Chico, CA

IFB out to bid 11/17/25.

- ICE: \$150,000.00
- Status: Out to Bid – Bids due January 18, 2026

Stucco Replacement/Window Leak Repair – Winston Gardens

- QSP issued 5/15/25.
- Contract awarded to Birchard Construction for \$18,746.00
- Status: Project Completed

Five-Year Environmental Review – All Sites

- RFP issued 8/27/24.
- Contract awarded to: E-Corp selected \$48,509.50
- Status: HUD – Kevin Ho and ECORP working on revisions

Asbestos Floor Tile Abatement – All Sites

- Ongoing during unit turnover. 167 of 232 units completed

December 11, 2025
HUD Public Housing Capital Fund Report
pg. 1

DETAILED CAPITAL FUND ACTIVITY BY CAPITAL FUND PROJECT

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

This Capital Fund is 99.82% obligated and 99.82% expended.

- ACM Tile Replacement – All concrete-block units – ongoing
- Paint Trim - at 43-14 and 43-15 in Oroville – project completed
- Fencing – add additional wrought iron fencing and access control systems to the perimeter of the Winston Gardens property.
- Exterior Lighting – Winston Gardens - upgrade exterior grounds and parking lot pole lighting to LED
- Security Camera – Install security cameras to the grounds and interior of the WG community room
- Access Control System – Install vehicle and pedestrian gates at Winston Gardens
- HVAC Replacement – Replace 20 HVAC unit which reached the end of their useful life at Winston Gardens
- Roof Replacement – Replace 15 roofs which reached the end of their useful life – Chico PH – project complete

Capital Fund 2024, Funding Amount \$1,159,420.00 to be expended by May 5, 2028

This Capital Fund is 57.42% obligated and 53.28% expended.

- HVAC Replacement Project– Select units, replace HVAC units which have reached the end of their useful life, in planning
- Bathroom Tub/Shower Remodel – Select concrete block units, during unit turnover or as needed
- Kitchen Cabinet Replacements – 24 Natoma Ct and 1168 Humboldt Ave. Chico
- Paint – at 43-10 in Oroville – Select units in phases, in planning
- New Monument Signs – replace monuments signs at Rhodes Terrance and Shelton Oaks
- Tree Trim and Removal Project – North County
- Barrier Free Shower System Installation – 7 Natoma Ct., Chico
- ADA Access Ramp – 7 La Leita Ct., Chico
- Roof Replacement – 1239 Ivy Street, Chico

Capital Fund 2025, Funding Amount \$1,107,046.00 to be expended by May 12, 2029

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

- HVAC Replacement Project– Select units, replace HVAC units which have reached the end of their useful life, in planning
- Window Replacement Project– Select units, replace windows which have compromised thermo-seals
- Roof Replacement Project– Select units, replace roofs which have reached the end of their useful life, in planning
- Tree Trim and Removal Project – South County

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 12/11/2025 Capital Funds CF-23, CF-23E, CF-24														
			CF-23			CF-23E Safety and Security Grant			CF-24			Totals		
			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												
2	1406	Operations (25% Max)	45,668.00	45,668.00	45,668.00				231,314.00	231,314.00	231,314.00	276,982.00	276,982.00	-
3	1408	Management Improvements							5,000.00	5,000.00	-	5,000.00	-	5,000.00
4	1410	Administration (10% Max)	91,336.00	91,336.00	91,336.00				115,657.00	115,657.00	115,657.00	206,993.00	206,993.00	-
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment												
			1,010,375.00	1,008,274.44	1,008,274.44	225,639.00	225,639.00	225,639.00	807,449.00	313,784.79	270,756.04	2,043,463.00	1,504,669.48	538,793.52
			1,147,379.00	1,145,278.44	1,145,278.44	225,639.00	225,639.00	225,639.00	1,159,420.00	665,755.79	617,727.04	3,649,494.00	1,988,644.48	543,793.52
			99.82%		99.82%	100.00%		100.00%	57.42%		53.28%			

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 12/11/2025	-	-	5,000.00	-	538,793.52	543,793.52	
	CF-23, CF23E, CF-24 Funding							
100	Reserved Budget	-					-	
1406	Operations		-				-	
1408	Management Improvements			5,000.00			5,000.00	
1410	Administration				-		-	
	General Capital Fund Activity: Site Improvement, Dwelling							
1480	Structures, Dwelling Equipment					538,793.52	538,793.52	
							543,793.52	Total

0.00 0.00 0.00 0.00 0.00 0.00

MEMO

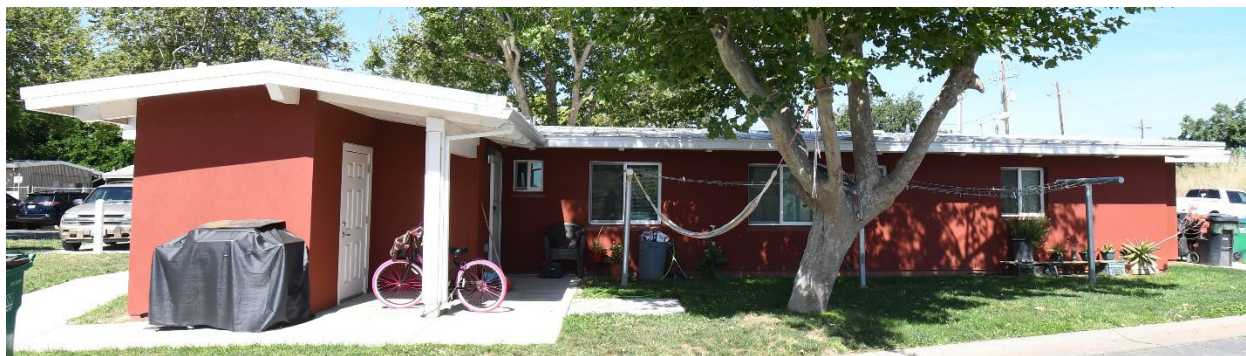
Date: December 12, 2025

To: HACB Board of Commissioners

From: Juan Meza, Public Housing Manager
Taylor Gonzalez, Project Manager

Subject: Farm Labor Housing, Gridley – status report

As of December 1st, there's a total of (76) occupied units. There was (1) move-out during the month of November. A total of (13) concrete block units are vacant and are rent ready. (18) units are deemed uninhabitable, and (8) 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. Unpaid rents – there are several and AWI is in the process of collecting.



Renovated 1980's era Concrete Block Housing

AWI staff are in the process of developing a new marketing plan to enhance their outreach efforts by looking for other means of advertising and increasing the number of applicants on their waiting list. There are several applicants on the waiting list at this time, and AWI has brought in additional staff to help expedite turns. 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 staff have also extended their outreach efforts to the Oroville, Chico, and Oroville areas.

Monthly rental income came in at \$3,375 less than budget at \$111,816. Monthly income is down due to vacancy loss being a little over \$5,010 more than what was budgeted for the month. YTD Income totals \$224,892 or \$4,489 less than budget, again due to vacancy loss experienced at the property. YTD expenses are \$51,020 less than budget at \$178,973. Our YTD net profit came \$11,986 better than anticipated at \$46,919. Even though the property's income is down due to the YTD vacancy loss our YTD Expenses are lower as mentioned above, thus the increased positive number.

USDA-RD has acknowledged receipt of the request submitted by AWI for a waiver to rent to non-farm labor households. However, AWI has not received a response from USDA-RD on whether or not the waiver will be approved after multiple follow up attempts. The previous government shutdown has further delayed the resolution of this and other pending items. The waiver request would permit occupancy by over-income and/or non-farm labor households, and allow current over-income residents to remain in their home helping decrease the vacancy on the property. Per Housing Community & Development (HCD) the site would still need to maintain at least (86) households that are farm labor eligible to remain in compliance.

Chavarria's Landscaping continues to service the landscaping needs of the property. AWI staff are in the process of obtaining bids for painting the exterior of the maintenance building (prices range between 22k – 30k) and replacing the golf cart/batteries (prices range between 9k – 12k).



Unrenovated 1980's era Concrete-block Unit

Mi C.A.S.A.'s monthly food distribution was held on December 9, 2025. Mi CASA's Fall Session of classes is underway, and staff is reporting (40-50) students are attending the after-school program on a daily basis. We'll be requesting poster entries from Mi C.A.S.A. students for NAHRO's Poster Contest "What Home Means to Me" soon as they will need to be voted on by HACB staff before they're submitted for consideration at the NAHRO NorCal/Nevada conference that will be held in Napa on January 25th-27th, 2026.

The NVCSS Promotores Dual Language Learning (DLL) program is currently working with (14-16) families weekly within the community building on Staff Dr. Promotores staff would like to move forward with a plan to introduce a hydroponic unit to grow herbs and tomatoes as part of a community garden for all residents. The location for the community garden has been approved as they will using raised plantar beds. The location suggested is an area near the chapel where the raised plantar beds will be located.

Housing Community & Development (HCD) performed their annual monitoring inspection of the Gridley FLH resident files and rental units on July 8th through July 10th, 2025. AWI and HACB staff were present to assist HCD staff with access to the rental units and answer any questions in regards to the resident files. All requested documents requested by HCD have been submitted by AWI staff. The (213) findings found during the physical inspections of the units will require an

extension in order to make all of the repairs needed. AWI sent an initial response to HCD in the month of September, 2025 and a partial clearance letter was received. AWI is currently working on a second response to HCD to resolve all findings.



State Demonstration “Demo” Housing Unit

AWI continues their efforts to renovate the old concrete block units. AWI was able to renovate (2) of the cinderblock units 1478/1482 Ogden Ave.) this year and plan to rehab another (2) cinderblock units next year. Lead abatement has been completed for the rental units at 1464 & 1468 Ogden Ave., and bids are in hand for the rehab and window installation for both units.

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

Regarding the Well Backup Generator Project, the team is working with PG&E to establish the required natural gas service. A draft project manual was received in November and is under review, and the final 100% design drawings are expected by year-end. Bidding and construction are planned for 2026. RCAC, the project sponsor, reports total project funding of \$500,000. The engineer’s cost estimate, including design, permitting, PG&E fees, generator procurement and

installation, along with a 25% contingency, is \$499,392. Therefore, HACB staff was advised that any costs exceeding the \$500,000 budget must be covered by the property.

Please find third party property manager AWI's November, 2025 report following.

**Gridley Farm Labor Housing
November 2025**



Updates:

GFLH has 13 units available for occupancy. 1 move-out during the month of November.

As of the end of October.

- 76 Occupied
- 8 units held for the next phase of rehab / in house rehab
- 18 units deemed uninhabitable (old wooden units)
- 13 units available for occupancy

In- House Rehab Units:

- **The rehab units planned for 2026 are approved to start in 2025.**
- **Completed in 2025**
 - **OG1478** – Rehab completed. - Staff working up applicants.
 - **OG1482** – Rehab completed. - Staff working up applicants.
- **Pending for Completion in 2025/2026 Fiscal Year**
 - **OG1464** – Work is approved and scheduled to start, abatement complete.
 - **OG1468** – Work is approved and scheduled to start, abatement complete.

Staff are actively processing all qualifying applications currently on hand. USDA-RD acknowledged receipt of the request for farm labor unit waiver several months ago; however, despite multiple follow-up attempts, no response has been received. Per the SERNA agreement with HCD, the site remains obligated to provide 86 farm labor units, regardless of any future waiver determination.



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 efforts are continuing across various channels, including online postings on Craigslist, Radio and local publications, as well as offline tactics such as flyers, signage in high-traffic areas, and targeted outreach programs to major employers in the region (e.g., ag employers, canneries). To further expand our reach, advertising efforts have been extended to include the Oroville, Chico, and Orland areas.

Bids on hand for the following 2026 fiscal year capital items:

Bids on hand for capital projects:

- Golf Cart Replacement / Battery Replacement
 - If funds allow, this should be a focus as the current cart requires maintenance more frequently.
 - Prices range between 9k - 12k
- Painting of maintenance building
 - Bids on hand.

HCD Inspection:

- A detailed report has been submitted by HCD with 213 findings.
- The first response was submitted on September 19th.
- A partial clearance letter was received in November.
- AWI is in the process of preparing a 2nd response to HCD.



Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
TENANT RENT										
	Gross Rents	138,716	138,710	6	0	277,431	277,420	11	0	1,664,520
5110-00	Vacancies	-25,279	-20,269	-5,010	-25	-48,775	-40,538	-8,237	-20	-243,227
5120-00	Admin Unit-Non Rev	-1,906	-3,584	1,678	47	-3,812	-7,168	3,356	47	-43,008
	TOTAL TENANT RENT	111,531	114,857	-3,326	-3	224,844	229,714	-4,870	-2	1,378,285
PROJECT INCOME										
5510-00	Laundry Income	0	138	-138	-100	106	275	-169	-62	1,650
5590-00	Other Tenant Income	-34	12	-46	-372	291	25	266	1,062	150
5600-00	Interest Income	229	183	46	25	486	367	120	33	2,200
5610-00	Interest Income-Restricted Reserve	90	0	90	N/A	165	0	165	N/A	0
	TOTAL OTHER PROJECT INCOME	285	333	-49	-15	1,048	667	381	57	4,000
	TOTAL PROJECT INCOME	111,816	115,190	-3,375	-3	225,892	230,381	-4,489	-2	1,382,285
PROJECT EXPENSES										
	Maint and Oper Exp	17,067	46,804	29,737	64	50,318	93,608	43,290	46	561,651
	Utilities	14,137	11,473	-2,664	-23	21,846	22,946	1,100	5	137,677
	Administrative	19,488	20,466	978	5	43,047	40,933	-2,115	-5	245,597
	Taxes and Insurance	11,105	11,877	772	6	22,211	23,754	1,543	6	142,524
	Other Taxes and Insurance	3,595	7,026	3,431	49	8,010	14,052	6,042	43	84,309
	Other Project Expenses	1,057	1,291	235	18	1,423	2,582	1,160	45	15,495
	TOTAL O/M EXPENSES	66,449	98,938	32,489	33	146,855	197,875	51,021	26	1,187,253
MORTGAGE AND OWNERS EXPENSE										
	Interest Expense	12,559	12,559	0	0	25,118	25,117	-1	0	150,703
7860-00	Asset Management Fees	625	625	0	0	1,250	1,250	0	0	7,500
1290-00	Reserve Transfers	2,875	2,875	0	0	5,750	5,750	0	0	34,500
	TOTAL MORTGAGE AND OWNERS EXP	16,059	16,059	0	0	32,118	32,117	-1	0	192,703
	TOTAL PROJECT EXPENSES	82,508	114,996	32,488	28	178,973	229,993	51,020	22	1,379,956
	NET PROFIT (LOSS)	29,308	194	29,114	14,999	46,919	388	46,531	11,986	2,329
OTHER CASH FLOW ITEMS:										
	Reserve Transfers	-90	0	-90	N/A	-165	0	-165	N/A	0
	T and I Transfers	-10,571	0	-10,571	N/A	-21,187	0	-21,187	N/A	0
1310-00	Receivable-Tenant	-1,283	0	-1,283	N/A	-2,438	0	-2,438	N/A	0
2320-00	Security Deposits	0	0	0	N/A	-500	0	-500	N/A	0
	Other Receivables	7,755	0	7,755	N/A	-59,794	0	-59,794	N/A	0
	Rental Assistance	2,261	0	2,261	N/A	-10,335	0	-10,335	N/A	0
2010-00	AP-Trade Vendors	-59	0	-59	N/A	-59	0	-59	N/A	0
2221-00	Accrued Property Taxes	4,059	0	4,059	N/A	8,117	0	8,117	N/A	0
2216-00	Accrued Local Administration Fees	625	0	625	N/A	1,250	0	1,250	N/A	0
	TOTAL OTHER CASH FLOW ITEMS	2,698	0	2,698	N/A	-85,110	0	-85,110	N/A	0
	NET OPERATING CASH CHANGE	32,005	194	31,811	16,389	-38,191	388	-38,579	-9,938	2,329

Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Maintenance and Operating Expenses										
6510-00	Maintenance Wages-Base	8,173	8,966	793	9	20,019	17,932	-2,087	-12	107,592
6510-10	Maintenance Wages-Overtime	180	0	-180	N/A	421	0	-421	N/A	0
6820-00	Tenant Services-General	0	42	42	100	0	83	83	100	500
6860-00	Security-Svc Contract	6,032	2,000	-4,032	-202	6,032	4,000	-2,032	-51	24,000
6880-00	Pest Control-Svc Contract	490	250	-240	-96	735	500	-235	-47	3,000
6890-00	Fire/Alarm-Svc Contract	0	170	170	100	0	340	340	100	2,040
6895-00	Cable-Internet/TV Service	212	0	-212	N/A	212	0	-212	N/A	0
7010-00	R/M Contract-General	0	831	831	100	12,175	1,661	-10,514	-633	9,967
7015-00	R/M Contract-Plumbing	330	620	290	47	330	1,240	910	73	7,438
7025-00	R/M Contract-HVAC	0	460	460	100	0	919	919	100	5,515
7065-00	Grounds-Svc Contract	0	10,230	10,230	100	0	20,460	20,460	100	122,760
7110-00	Janitorial Supplies	0	101	101	100	0	202	202	100	1,211
7115-00	Painting and Decorating	0	208	208	100	0	417	417	100	2,500
7120-00	R/M Supplies-General	0	1,773	1,773	100	847	3,546	2,700	76	21,278
7510-00	R/M Replacement-General	0	17,225	17,225	100	0	34,450	34,450	100	206,700
7530-00	R/M Replacement-Window	0	0	0	N/A	7,897	0	-7,897	N/A	0
7545-10	R/M Flooring Replacement-1Bed	0	2,217	2,217	100	0	4,433	4,433	100	26,600
7550-00	R/M Replacement-Refrigerator	0	975	975	100	0	1,950	1,950	100	11,700
7570-00	R/M Replacement-HVAC Unit	0	438	438	100	0	875	875	100	5,250
7580-00	R/M Replacement-Water Heater	0	300	300	100	0	600	600	100	3,600
Total Maint and Operating Exp		15,417	46,804	31,387	67	48,668	93,608	44,940	48	561,651
Utilities:										
6210-00	Electricity-Common Areas	6,606	3,157	-3,449	-109	6,746	6,314	-433	-7	37,882
6210-10	Electricity-Units	70	0	-70	N/A	70	0	-70	N/A	0
6220-00	Water-Domestic	2,907	2,917	9	0	5,087	5,833	746	13	35,000
6230-00	Sewer-Standard Billing	2,469	2,470	0	0	4,939	4,939	0	0	29,635
6240-00	Gas/Heating Fuel-Units	154	430	276	64	154	860	706	82	5,160
6240-10	Gas/Heating Fuel-Common Areas	281	0	-281	N/A	499	0	-499	N/A	0
6250-00	Trash-Standard Pickup	1,648	2,500	852	34	3,766	5,000	1,234	25	30,000
6250-10	Trash-Bulk Pickup	0	0	0	N/A	585	0	-585	N/A	0
Total Utilities		14,137	11,473	-2,664	-23	21,846	22,946	1,100	5	137,677
Administrative:										
5190-00	Bad Debt Expense	239	0	-239	N/A	703	0	-703	N/A	0
6320-00	Managment Fees	7,990	8,500	510	6	15,980	17,000	1,020	6	102,000
6410-00	Audit Fees	708	708	0	0	1,417	1,417	0	0	8,500
6420-00	Bookkeeping Fees	0	350	350	100	0	700	700	100	4,200
6430-00	Legal-Evictions	0	208	208	100	0	417	417	100	2,500
6520-00	Manager Wages-Base	8,880	9,167	286	3	21,510	18,334	-3,177	-17	110,002
6520-10	Manager Wages-Overtime	104	0	-104	N/A	255	0	-255	N/A	0
6700-10	P/M IT	343	0	-343	N/A	343	0	-343	N/A	0
6700-30	P/M Software-Yardi	844	0	-844	N/A	1,768	0	-1,768	N/A	0
6710-20	Cell Phone Reimbursement	135	0	-135	N/A	281	0	-281	N/A	0

Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6910-00	Other Admin-General	0	1,533	1,533	100	0	3,066	3,066	100	18,395
6930-00	Mileage	0	0	0	N/A	191	0	-191	N/A	0
7860-00	Asset Management Fees	625	625	0	0	1,250	1,250	0	0	7,500
Total Administrative Expense		19,868	21,091	1,223	6	43,699	42,183	-1,516	-4	253,097
Taxes and Insurance										
6100-10	Real Estate Taxes-Special Assessments	2,500	2,500	0	0	5,000	5,000	0	0	30,000
6100-20	Real Estate Taxes-PILOT	1,559	1,559	0	0	3,117	3,117	0	0	18,704
6150-00	Property Insurance-GL	7,047	7,818	772	10	14,094	15,637	1,543	10	93,820
Total Taxes and Insurance Expense		11,105	11,877	772	6	22,211	23,754	1,543	6	142,524
Other Taxes and Insurance										
6120-00	Other Taxes/Fees/Permits	34	417	383	92	34	833	799	96	5,000
6170-00	Bond Premiums	0	106	106	100	0	212	212	100	1,272
6540-00	Employer Social Security	1,047	1,546	499	32	2,560	3,092	531	17	18,550
6540-10	Employer Medicare	245	0	-245	N/A	599	0	-599	N/A	0
6540-40	401(k) Match (Employer)	0	0	0	N/A	2	0	-2	N/A	0
6550-00	Workers Comp Insurance	593	802	209	26	1,461	1,603	142	9	9,618
6555-00	Personnel Medical Insurance	1,668	4,156	2,488	60	3,336	8,312	4,975	60	49,869
6560-00	Life Insurance	8	0	-8	N/A	17	0	-17	N/A	0
Total Other Taxes and Insurance		3,595	7,026	3,431	49	8,010	14,052	6,042	43	84,309
Other Project Expenses										
6610-00	Advertising	0	125	125	100	0	250	250	100	1,500
6710-00	Telephone	483	386	-97	-25	550	772	222	29	4,632
6710-10	Internet	257	140	-117	-84	257	280	23	8	1,680
6715-30	Toner/Copier Expense	45	26	-19	-72	45	53	7	14	316
6720-00	Postage/Freight	3	34	31	90	37	69	32	46	412
6730-00	Office Supplies/Expense	268	393	125	32	534	786	252	32	4,716
6740-00	Water/Coffee Service	0	5	5	100	0	9	9	100	55
6940-00	Travel and Promotion	0	67	67	100	0	133	133	100	800
6950-00	Training Expense	0	105	105	100	0	210	210	100	1,260
6955-00	Employee Meals	0	10	10	100	0	21	21	100	124
Total Other Project Expenses		1,057	1,291	235	18	1,423	2,582	1,160	45	15,495
Mortgage and Owners Expense										
7410-00	Interest-Mortgage	12,559	12,559	0	0	25,118	25,117	-1	0	150,703
1290-00	Reserve Transfers	2,875	2,875	0	0	5,750	5,750	0	0	34,500
Total Mortgage and Owners Exp		15,434	15,434	0	0	30,868	30,867	-1	0	185,203
Total Expenses		80,613	114,996	34,383	30	176,724	229,993	53,269	23	1,379,956

Date: December 12, 2025

To: HACB Board of Commissioners

From: Larry Guanzon, Executive Director
Marysol Perez, Executive Assistant

Subject: Mi C.A.S.A. 25th Anniversary Celebration

On November 21, 2025, staff and Commissioners from the Housing Authority of the County of Butte (HACB) joined Gridley community members to celebrate the 25th Anniversary of the Mi C.A.S.A. program in Gridley.



Executive Director Guanzon presenting to Kathy McKenzie

Event Highlights and Attendees

The anniversary event was held at the Gridley Fairgrounds and featured a wide range of attendees, including local community members, Gridley Farm Labor Housing residents, and Mi C.A.S.A. students. Representing the HACB were:

- Larry Guanzon, Executive Director
- David Pittman, Board Chair
- Bob Crowe, Commissioner
- Marysol Perez, Executive Assistant

Honoring Kathy McKenzie

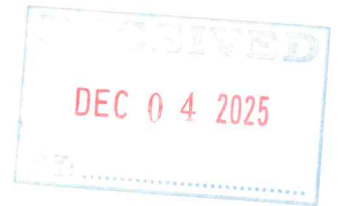
A central part of the celebration was the recognition of Kathy McKenzie, the founder of the Mi C.A.S.A. program. During the event, Executive Director Guanzon honored her contributions with several significant tributes:

- **Building Renaming:** The building was officially renamed “The Kathy McKenzie Mi CASA Building.”
- **HACB Resolution No. 4981:** Executive Director Guanzon surprised Kathy McKenzie with the presentation of this approved resolution.
- **Commemorative Plaques:** In addition to a framed version of the resolution, Kathy McKenzie was presented with two building plaques—one to be installed on the building's exterior and another for the interior.



HACB Staff and Commissioners, with Kathy McKenzie and family

Following the ceremony, Kathy McKenzie expressed her gratitude by sending a thank-you card to the HACB and the Board of Commissioners.



Dear Larry and the HA BC^{11/24/25} Board,
I am very happy that you
came to celebrate the 25th anniversary
of MiCASA! I am stunned by your
proclamations and honored by the
dedication of the building to MiCASA
and me. It has been a great joy
to work with all of you and to care
for the youth in your housing. I
appreciate the opportunity to encourage
your families and students. Your
dedication has made my commitment
to you a pleasure!! Thank you for
your thoughtful awareness and generosity!
Kathy McKenzie

Date: December 12, 2025

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)
- 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)
- Mayer Commons, Paradise (12 units, family)
- 2131 Fogg Ave, (1 single family house)

For Alamont, Cameo, 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 zero (0) vacancies as of the first of the month, as the two previous vacant units became occupied. There is no additional 30-day notice to vacate. All rents were collected for the month. Total Income came in \$478 more than budget at \$34,280 due to rents collected being higher for the month. Total expenses are \$3,592 more than anticipated at \$13,587 bringing the monthly NOI to \$3,113 less than budget, at \$20,693.



Alamont Apartments, 811 West East Avenue, Chico

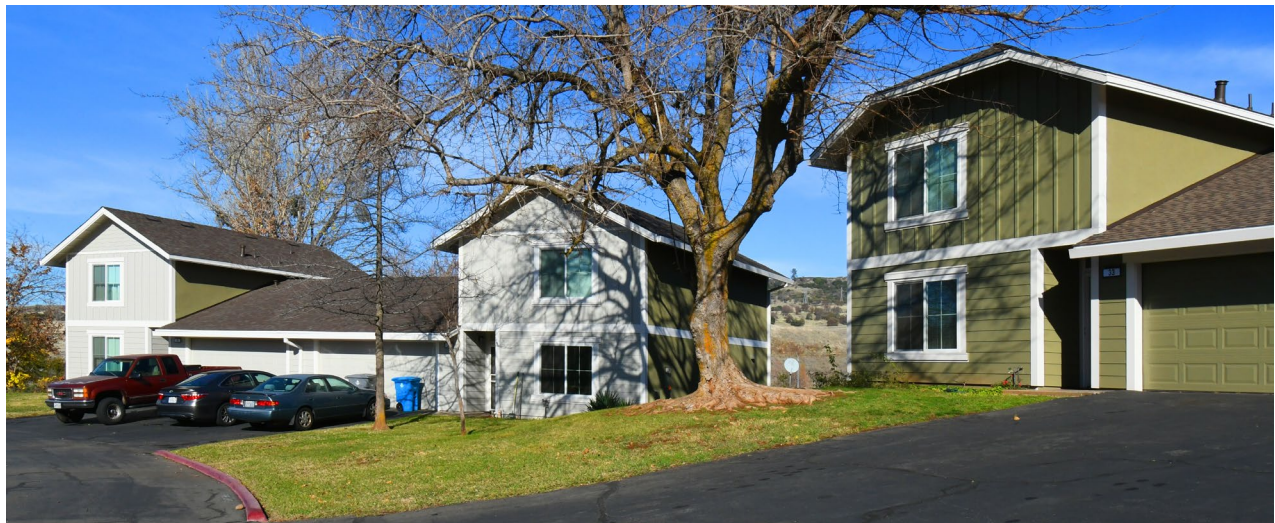
Cameo Apartments, Chico (20 units, family, RSC) - The property has zero (0) vacancies as of November 1st. There is one additional 30-day notice which includes an Unlawful Detainer for non-payment of rent. RSC is in the process of collecting any unpaid rents as reiterated in their monthly narrative. Total income is lower than budget by \$752 at \$18,012 due to vacancy loss being higher than budget. Total Operating Expenses are lower by \$4,079 at \$7,648. The NOI was higher at \$10,363 or \$3,326 more than budget, as overall expenses came in lower for the month.



Cordillera Apartments, Cameo Way, Chico

Evanswood Estates Apartments, Oroville (31 units, family, RSC) – There was zero (0) vacancies as of the date of this memo. There is no pending 30-day notice to vacate. There were no unpaid rents for the month. Total income is \$1084 more than anticipated, at \$42,564. Total Operating Expenses is \$6,849 less than budget, at \$21,461. NOI totals \$21,303 or \$7,083 more than budget. There were no capital improvements for the month.

Evanswood Estates Apartments, Oroville Units #21, 25, and 33, tracked separately, were occupied with no unpaid rents. There was no additional thirty (30) day notices to vacate. Income is slightly above budget by \$155 at \$3,644. With monthly expenses being lower than budget at \$1,318 or \$444 less than anticipated. NOI is \$599 more than budget, at \$2,325.



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



Lincoln Apartments, 474 East 12th Street, Chico

Lincoln Apartments, Chico (18 units, family, RSC) – Lincoln Apartments had zero (0) vacancy as of the first of the month. There was one (1) additional thirty (30) day notices to vacate. All rents were collected for the month. Total income is above budget by \$636 at \$16,382, as vacancy loss was lower than budget. Monthly Expenses are under budget by \$6,755 at \$4,696, bringing NOI to \$7,446 more than budget at \$12,311. Overall Expenses were lower than anticipated in all line items with the exception of renting expenses which mostly consisted of Office Supplies. Exterior Rehabilitation including repairs to the upper level walkway and staircases, and painting of the building exterior are continuing with the new contractor and set to be completed within the next 90 days, as completion has been delayed. There were issues with a specific area of the upper walkways where it needed to be re-done to meet warranty compliance of the materials used. HACB and 3rd party property manager (RSC) as well as, the general contractor developed a strategic plan to minimize tenant disturbances during construction. The first two phases of construction were completed during 2025. Again, weather permitting exterior painting of the buildings will occur with non-compliant stairs and exterior railing also to be replaced in 2026.

Locust Apartments, Chico (10 units, family, RSC) – The property has two (2) vacancies as of December 1st. with no new 30-day notices to vacate. All rent was collected for the month. Total Income for the month came to \$8,938 or \$220 below budget due to vacancy loss being higher than budget. Total Expenses are lower than budget by \$166 at \$3,220. Monthly NOI is \$5,717 which is \$53 lower than budget. 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 two (2) vacancies but one unit has since been re-rented and the remaining unit is being made rent ready. There are no additional 30-day notices to vacate. Unpaid Rents for the month was (0) zero. Monthly Income is \$421 less than budget at \$30,570. Expenses comes to \$1,976 less than budgeted at \$15,650. NOI is \$1,555 more than budget at \$14,920 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 1st quarter in 2026. We are also working with P G & E due to old gas lines having to be replaced at the site which has been completed. P G & E has agreed to work with the HACB cooperatively as we will be upgrading all sidewalks to ADA compliance. Bids are in and approved and site concrete replacement will transpire weather permitting. New signage and Exterior siding replacement due to “dry rot” also occurred at the areas of need.

Other-Owned Properties

Gridley Springs II, Gridley (24 units, Family, Arrowhead Housing) The property has one (1) vacancy as of this memo. There are no additional 30-day notices. Property management has transitioned to Arrowhead Housing. Monthly income collected totaled \$17,777 or \$1,877 less than budget due to vacancy loss incurred. Operating Expenses comes in at \$17,887 or more than budget. NOI totaled a negative \$109. Utilities were more than anticipated for the month, i.e. electric & water.



Gridley Springs Apartments II, 210 Ford Avenue, Gridley

Please find Arrowhead's short narrative, following.

Mayer Commons formerly Kathy Court Apartments, Paradise (12 units, family, RSC) – **Applications are being processed for new prospective households.** The Town of Paradise Building Department completed the final inspection on July 30, 2025, and issued a Temporary Certificate of Occupancy, allowing tenants to move in. As of this memo a full certificate of occupancy has been received. The Kathy Court operating account will be closed out with the opening of a new operating account due to the complex's re-naming to Mayer Commons.

Interior work is nearly complete, with two units ready as of August 1st and the rest needing only final touch-ups. Exterior work is also nearly complete with only the property sign remaining. The "Tot Lot" play equipment has been installed and passed a certified inspection.

A total of seven (7) units are occupied which leaves a total of five (5) to be rented. Monthly income collected for the month was \$4,782. Expenses totaled \$2,189 which brought the monthly NOI to \$2,538. See additional information under Taylor Gonzalez, Project Manager Construction Report.

2131 Fogg Ave, Oroville (SFH, HACB) – The vacant lot is fully fenced and secure, awaiting future development. Annual weed abatement has been completed and funding opportunities are continually being explored. See additional information under Taylor Gonzalez, Project Manager Construction Report.



December 10, 2025

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

RE: November 2025 HACB Monthly Financial Package

Dear Mr. Guanzon:

Below is a summary of the key operational activities and highlights of significant financial results for HACB properties managed by RSC Associates, Inc. in November 2025. For additional details, please review the following comprehensive financial reports provided for each property.

I hope everyone had a fabulous Thanksgiving! This month, we enjoyed Daylight Saving time on 11/2, Veterans Day on 11/11, and Thanksgiving on 11/27.

If you have any questions or concerns, please get in touch with Patti or me.

Respectfully,

Susan Critser, CPM
Regional Property Manager
530-893-8228 Ext 240
scritser@rsc-associates.com
DRE# 01312715

cc Richard Gillaspie

**1519 Locust Street
November 2025**



Monthly Highlights:

Updates – Total Rental Income for November was \$8,838.33, below the budget due to vacancy losses.

Occupancy -

- ✓ The community is 80% occupied with two vacancies. Unit #2 is under renovation. The prior tenant lived there for over 13 years. Unit #4 is under repair; the previous tenant lived there for 5 years. We have given out an application for unit #4.

Rent Collection -

- ✓ There were no delinquent rents for November.

Expense Variances -

- ✓ Total Operating Expenses of \$3,220.63 are slightly under budget in November by \$166.58 or -4.92%.
- ✓ NOI totaled \$5,717.97 under -0.93%.

Capital Expenses -

- ✓ No capital improvements for November.

Owner Distributions -

- ✓ No owner distribution for November. There was no distribution year-to-date.

Alamont Apartments November 2025



Monthly Highlights:

Updates – Management delivered Costco Pumpkin pies to each resident as a holiday appreciation.

- ✓ Total Rental Income for November was \$33,652.50. We exceeded the budget by 1.04%.

Occupancy -

- ✓ We ended November with 100% occupancy. We have no new notices. Units #6, #17, and #22 moved in during November.

Rent Collection -

- ✓ No delinquent rent for November.

Expense Variances -

- ✓ The Total Budgeted Operating Expenses of \$13,587.44 over budget at -35.94% due to HVAC heat pump replacement of unit #29.
- ✓ Net Operating Income for November is under budget at -13.08%.

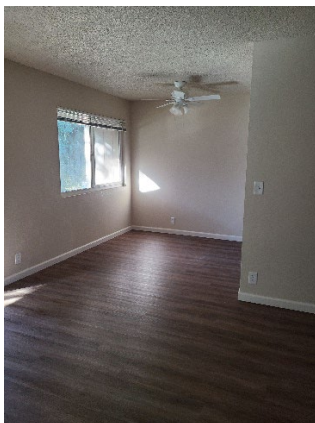
Capital Expenses -

- ✓ No capital improvements for November.

Owner Distributions -

- ✓ The owner distribution for November totaled \$5,222.46. The owner's distribution year-to-date is \$5,222.46.

UNIT RENT READY #6



Cameo Apartments November 2025



Monthly Highlights:

Updates – November Total Rental Income was slightly under budget by -5.07% totaling \$17,575.00, affected by vacancy loss.

Occupancy –

- ✓ Occupancy for the month was 92.0%.
- ✓ Unit 37-4 Moved In.
- ✓ Unit 45-2A is a Behavioral Health vacant unit. We denied the previous application; however, we have accepted a new application, which is approved. Move-in will be in late December.
- ✓ Unit 45-3 is in eviction. We took possession of the unit in November. We are in the process of turning the unit.
- ✓ No new notices to vacate.

Rent Collection -

- ✓ Unit #37-2 has a balance of \$110.00 from a late fee.

Expense Variances -

- ✓ Total Budgeted Operating Expenses were under budget in November at 34.78%. We budgeted a turnover expense, which was not expensed in November.
- ✓ Net Operating Income totaled \$10,363.38, exceeding budget by 47.28%.

Capital Expenses -

- ✓ No capital improvements for November.

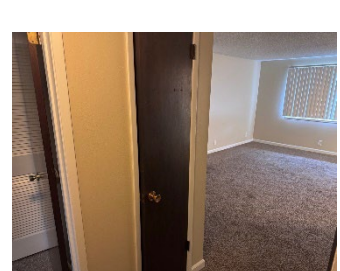
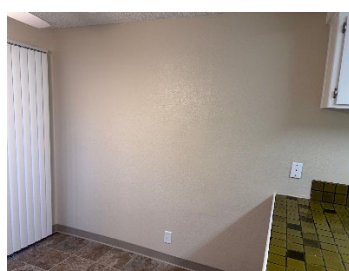
Owner Distributions -

- ✓ No owner distribution for November. There was no distribution year-to-date.

UNIT 45-3 EVICTION MOVE OUT



UNIT 45-3 RENT READY



Evanswood Estates Apartments November 2025



Monthly Highlights:

Updates – Total Rental Income exceeded the budget by 2.61%, totaling \$42,564.00.

Occupancy –

- ✓ Occupancy totaled 100% in November with no new notices.

Rent Collection -

- ✓ There are no delinquent rents for November 2025

Expense Variances -

- ✓ Total Budgeted Operating Expenses were under budget by 24.20%, totaling \$21,461.08.
- ✓ Net Operating Income exceeded budget by 49.82%, totaling \$21,303.81.

Capital Expenses -

- ✓ No capital improvements for November.

Owner Distributions –

- ✓ No owner distribution for November. There was no distribution year-to-date.

Evanswood #21, #25, and #33 November 2025



Monthly Highlights:

Updates - Total Rental Income for November was \$3,644.00, exceeding the budget by 4.44%.

Occupancy –

- ✓ Totaled 100% at the end of November with no new notices.

Rent Collection –

- ✓ There are no delinquent rents for November 2025.

Expense Variances-

- ✓ Total Budgeted Operating Expenses \$1,318.42 under budget at 25.19% for November.
- ✓ NOI totaled \$2,325.58, exceeding budget by 34.70%.

Capital Expenses -

- ✓ No capital improvements for November.

Distributions –

- ✓ No owner distribution for November. There was no distribution year-to-date.

Mayer Commons November 2025



Monthly Highlights:

Updates - Total Rental Income for November was \$4,728.82, under budget by -31.88%. Affected by leasing, which has slowed down.

Occupancy -

- ✓ Occupancy improved to 58.3%. We did not have any move-ins for November. We gave out two applications.
- ✓ Leasing has slowed down in the 3rd quarter of the year. We expect a move-in in December for unit B.

Expense Variances -

- ✓ Total Budgeted Operating Expenses in November totaled \$2,689.87, under budget by 43.84%. Budgeted expenses will be posted on the December and January Financials.
- ✓ Replacement Reserve is accruing.

Distributions -

- ✓ No owner distribution for November. There was no distribution year-to-date.

Lincoln Apartments November 2025



Monthly Highlights:

Updates - Total Rental Income for November exceeded budget by 4.04% or \$636.00, totaling \$16,382.00.

Occupancy -

- ✓ Currently, we are 100% occupied with one new notice #3. They will vacate the unit on 12/17/25.

Rent Collection -

- ✓ There are no delinquent rents for November 2025.

Expense Variances -

- ✓ Total Budgeted Operating Expenses are under budget by 58.99% for the month, due to the budget for turnover expenses, which will reflect in January's financials.
- ✓ NOI totaled \$12,311.15, exceeding the budget by \$153.08%

Capital Improvements -

- ✓ No capital improvements for November.

Owner Distributions -

- ✓ No owner distribution for November. There was no distribution year-to-date.

**GREY DOOR MAT WE ARE GIVING
AS AN APPRECIATION TO THE RESIDENTS.**



EXTERIOR 1ST FLOOR EXTERIOR



Park Place November 2025

Your Vote Matters!



Monthly Highlights:

Updates - Total Rental Income is slightly off budget by -0.52%, totaling \$30,212.60.

Occupancy -

- ✓ We concluded November with 95% occupancy.
- ✓ Unit #7 is scheduled for December 1st move-in date.
- ✓ Unit #39 move-out on 11/24/25. We are in the process of turning the unit into a rent-ready unit.

Rent Collection -

- ✓ There are no delinquent rents for November 2025

Expense Variances -

- ✓ Total Budgeted Operating Expenses for November were under budget, at 11.21% at \$15,650.08.
- ✓ Net Operating Income for November exceeded budget by 11.64%, totaling \$14,920.91.

Capital Improvements -

- ✓ November capital improvements totaled \$1,153.55 for new signage.
- ✓ Siding Replacement totaled \$4,371.00 for the most severe dry rot around the buildings.

Owner Distributions -

- ✓ No owner distribution for November. There was no distribution year-to-date.

DONATED FRUIT FROM A LOCAL FARMER



ANNUAL THANKSGIVING DINNER FOR THE RESIDENTS



Property Update – December 1st, 2025

Gridley Springs 1 (GS1)

Occupancy

- Current vacancies: 2 units (30 and 22)
- Notice to VA unit #16

Move-Ins

- Unit #30 applicant went into GS2 unit #16. New app MI 2nd week Dec.
- Unit #22 applicant screening pending pushing for MI Dec 15th or sooner.

Maintenance

- Continue to Manage preventative maintenance
 - No current major issues
-

Gridley Springs 2 (GS2)

Occupancy

- Current vacancies: **1 unit** Move-ins
- Unit #16 Nov 26th

Maintenance

- Preventative Maintenance Log update in progress
- Gutter cleaning internal

Regional Manager

- **Melissa Runyon** In Place

Community Manager

- **Michelle Vargas** in Place

Maintenance Tech

- **Taylor Mader** in Place

Gridley Springs 2 Budget Comparison November 30, 2025

	Month Ending 11/30/2025				Year to Date 11/30/2025			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Income								
Rental Income								
5120 - Rent Revenue -- Gross Potential	19,651.50	19,651.50	0.00	0.00	39,303.00	39,303.00	0.00	0.00
5180 - Local Section 8 Subsidy Revenue	500.00	500.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00
5195 - Leases Less than Market	363.50	0.00	363.50	100.00	727.00	0.00	727.00	100.00
Total Rental Income	20,515.00	20,151.50	363.50	1.80	41,030.00	40,303.00	727.00	1.80
Vacancy, Losses & Concessions								
5220 - Vacancy Loss - Apartments	(2,734.00)	(589.89)	(2,144.11)	(363.47)	(5,468.00)	(1,179.78)	(4,288.22)	(363.47)
Total Vacancy, Losses & Concessions	(2,734.00)	(589.89)	(2,144.11)	(363.47)	(5,468.00)	(1,179.78)	(4,288.22)	(363.47)
Net Rental Income	17,781.00	19,561.61	(1,780.61)	(9.10)	35,562.00	39,123.22	(3,561.22)	(9.10)
Financial Income								
5440 - Interest Revenue -- Replacement Reserve	2.26	0.00	2.26	100.00	4.59	0.00	4.59	100.00
Total Financial Income	2.26	0.00	2.26	100.00	4.59	0.00	4.59	100.00
Other Income								
5910 - Laundry Revenue	(3.09)	10.83	(13.92)	(128.53)	(3.09)	21.66	(24.75)	(114.26)
5920 - Tenant Charges (Late Fees, Damages)	0.00	83.33	(83.33)	(100.00)	0.00	166.66	(166.66)	(100.00)
Total Other Income	(3.09)	94.16	(97.25)	(103.28)	(3.09)	188.32	(191.41)	(101.64)
Total Income	17,780.17	19,655.77	(1,875.60)	(9.54)	35,563.50	39,311.54	(3,748.04)	(9.53)
Expenses								
Administrative Expenses								
6203 - Conventions and Meeting	27.12	29.17	2.05	7.02	132.68	58.34	(74.34)	(127.42)
6311 - Office Supplies	1,020.53	791.67	(228.86)	(28.90)	1,603.69	1,583.34	(20.35)	(1.28)
6320 - Management Fee Expense	945.00	1,080.00	135.00	12.50	1,890.00	2,160.00	270.00	12.50
6330 - Manager Salaries	1,403.28	1,961.25	557.97	28.44	4,294.29	3,922.50	(371.79)	(9.47)
6340 - Legal Expense - Project	0.00	100.00	100.00	100.00	0.00	200.00	200.00	100.00
6350 - Audit Expense	0.00	1,083.33	1,083.33	100.00	0.00	2,166.66	2,166.66	100.00
6351 - Bookkeeping Fees/Accounting Services	0.00	200.00	200.00	100.00	0.00	400.00	400.00	100.00
6390 - Misc. Administrative Expenses	540.03	253.00	(287.03)	(113.45)	540.03	506.00	(34.03)	(6.72)
Total Administrative Expenses	3,935.96	5,498.42	1,562.46	28.41	8,460.69	10,996.84	2,536.15	23.06
Marketing Expenses								
6210 - Advertising and Marketing	165.00	54.17	(110.83)	(204.59)	165.00	108.34	(56.66)	(52.29)
Total Marketing Expenses	165.00	54.17	(110.83)	(204.59)	165.00	108.34	(56.66)	(52.29)
Utilities								
6450 - Electricity	1,921.18	254.17	(1,667.01)	(655.86)	2,237.46	508.34	(1,729.12)	(340.15)
6451 - Water	1,502.20	574.17	(928.03)	(161.62)	1,502.20	1,148.34	(353.86)	(30.81)

Gridley Springs 2 Budget Comparison November 30, 2025

	Month Ending 11/30/2025				Year to Date 11/30/2025			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
6452 - Gas	0.00	102.08	102.08	100.00	97.11	204.16	107.05	52.43
6453 - Sewer	1,734.56	1,033.33	(701.23)	(67.86)	1,734.56	2,066.66	332.10	16.06
Total Utilities	5,157.94	1,963.75	(3,194.19)	(162.65)	5,571.33	3,927.50	(1,643.83)	(41.85)
Operating & Maintenance Expenses								
6512 - Maintenance Salaries	2,004.44	1,968.67	(35.77)	(1.81)	4,092.90	3,937.34	(155.56)	(3.95)
6515 - Supplies - Maint. & Repairs	876.78	1,000.00	123.22	12.32	1,066.05	2,000.00	933.95	46.69
6520 - Contracts - Maint. & Repairs	2,800.00	3,658.33	858.33	23.46	3,135.44	7,316.66	4,181.22	57.14
6525 - Garbage & Trash Removal	504.62	533.33	28.71	5.38	1,009.24	1,066.66	57.42	5.38
6546 - Repairs - HVAC Repairs & Maintenance	199.00	141.67	(57.33)	(40.46)	(391.00)	283.34	674.34	237.99
6590 - Misc. Operating & Maint Expenses	1,443.62	958.33	(485.29)	(50.63)	1,443.62	1,916.66	473.04	24.68
Total Operating & Maintenance Expenses	7,828.46	8,260.33	431.87	5.22	10,356.25	16,520.66	6,164.41	37.31
Taxes & Insurance								
6711 - Payroll Taxes	346.99	418.75	71.76	17.13	724.15	837.50	113.35	13.53
6720 - Property & Liability Insurance (Hazard)	0.00	0.00	0.00	0.00	6,230.54	10,149.96	3,919.42	38.61
6722 - Workers Compensation Ins	272.29	339.58	67.29	19.81	705.91	679.16	(26.75)	(3.93)
6723 - Health Insurance and Other Employee Benefits	180.54	838.25	657.71	78.46	371.53	1,676.50	1,304.97	77.83
Total Taxes & Insurance	799.82	1,596.58	796.76	49.90	8,032.13	13,343.12	5,310.99	39.80
Total Operating Expenses	17,887.18	17,373.25	(513.93)	(2.95)	32,585.40	44,896.46	12,311.06	27.42
Net Operating Income (Loss)	(107.01)	2,282.52	(2,389.53)	(104.68)	2,978.10	(5,584.92)	8,563.02	153.32
Net Income (Loss)	(107.01)	2,282.52	(2,389.53)	(104.68)	2,978.10	(5,584.92)	8,563.02	153.32

MEMO

Date: December 12, 2025

To: HACB Board of Commissioners

From: Larry Guanzon, Executive Director
Taylor Gonzalez, Project Manager

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 (9) vacancies as of this memo’s date. There was one move-out and there has been two (2) four move-ins early December. Several of the current vacancies are attributed to non-payment of rent and or failure to follow lease policies which AWI lists in their monthly report. Increased vacancies were anticipated with lease up of the new tax-credit subsidized properties in the area. AWI has increased their marketing to address the dynamic and loss. In addition, rents have been reduced for the 2-3 bedrooms for a limited time. AWI details current turnover status in the monthly narrative following. AWI’s narrative also details four notices for unpaid rent balances. AWI is gathering comparable bids for Exterior Painting & Fascia section replacement of all buildings. Exterior Painting is planned for end of 2025 thru the first quarter of 2026. Parking lot bids to repair/replace sections of asphalt have been obtained and work will be completed weather permitting. Annual Tree Trimming is also being bid and planned. Total YTD income is below budget by \$9,449 at \$746,095. YTD vacancy loss being higher than anticipated by \$23,713 at \$107,593. YTD Total expenses are under budget by \$17,628 at \$723,283. This brought Net profit YTD to \$22,812 or \$8,179 more than budget. The property is subject to repositioning, involving refinancing, capital improvements, and replacements. Please find AWI’s monthly narrative and financials for your review.



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 has zero (0) vacancy as of this memo. There is one 30-day notice to vacate. Residents and staff have continued to partner to create monthly activities supporting all residents, such as donut and ice cream socials, resident birthday cake celebrations, bingo nights monthly, and weekly card games. A Thanksgiving event was hosted in November for all residents. YTD income is higher than budget by approximately \$73,430 at \$506,322 with overall YTD expenses lower than anticipated by \$4,736 at \$417,137. This brought the property's Net Profit to \$78,166 more than budget, at \$89,186. Tree Trimming & Path-Lighting underground wiring is also being planned, as well as exterior fascia repairs. The property is subject to repositioning, involving refinance, capital improvements and replacements. Whitney Vaughan continues to excel as the new on-site manager. The property generates significant cash, which will help with anticipated renovations. Please find the AWI monthly owners report following and resident event photos.



Walker Commons Apartments, Chico - Community Room Building



1200 Park Avenue - Street Entry

1200 Park Avenue Apartments, Chico (107 units, LIHTC, Senior, MGP: BCAAHDC, PM: AWI) – There are seven (7) vacancies as of this memo. AWI reviews the turnover and market ready status of these 7 units in their report, following. There are two (2) additional 30-day notices as reiterated in AWI’s narrative. Turnover of units consisted of two move-ins and one move-out. Any unpaid rents are also being collected. 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. Pressure Washing, Exterior Window Cleaning, Facia Repairs & Landscaping needs are being addressed. Roofing repairs, common area flooring, are also being bid and planned. CAA Food Distribution is on-going. North Valley Catholic Social Services and others are continuing to be contacted to provide activities for property residents. The residents and AWI staff continue to

calendar events - monthly bingo and birthdays are celebrated. The resident karaoke party was a huge success with over 40 residents participating. The community flu clinic also was appreciated by the residents. Butte County Library continues to serve property residents. A Thanksgiving resident event transpired last month, please see resident photos. Total income is up by \$7,739, at \$1,019,967. Total expenses come in at \$1,014,819, or \$9,364 more than budget. This brought the YTD net monthly profit to a \$5,147 or \$1,625 less than anticipated. Our YTD Maintenance, Operating & Administrative expenses all come in higher than budget. The property is subject to repositioning, involving refinancing and capital improvements. Please find AWI's monthly financials following.



1200 Park Avenue Apartments, Inner Courtyard view

Chico Commons Apartments November 2025



Updates:

Chico Commons currently has 9 vacant units available for occupancy, 1 Move-out in November.

Vacancies:

- **Unit 05 (60%):** Move-in scheduled 12/4/25
- **Unit 21 (60%):** (Non-Payment) Minor repairs remaining, In progress
- **Unit 17 (60%):** (Personal) Minor repairs remaining, In progress
- **Unit 63 (50%):** (Personal) Major repairs, cleaning, applicant in progress.
- **Unit 53 (50%):** (Eviction) Major repairs, Major cleaning
- **Unit 15 (60%):** (Personal) Major repairs, cleaning
- **Unit 01 (60%):** (Skip) Major repairs, cleaning
- **Unit 55 (60%):** (Personal) Major repairs, cleaning, applicant in process
- **Unit 57 (60%):** Move-in scheduled 12/8/25

Rent Reduction and Referral Program Update:

- Reduced rents are still in place for two and three-bedroom units to attract renters.

Additional marketing initiatives include:

- A new advertising banner on the front of the complex
- The distribution of resident referral flyers around the area and local agencies has been expanded to the Oroville and Orland areas.
- Running ads on Craigslist
- Feather banners and marketing balloons have been ordered.

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



These efforts are aimed at making the property more competitive in the market and attracting quality renters.

Aging Balances:

- **Unit 3:** (Failure to pay) - A notice was issued. Expiring on 12/9/25
- **Unit 7:** (Failure to pay) - A notice was issued. Expiring on 12/11/25
- **Unit 10:** (Failure to pay) - A notice was issued. Expiring 12/9/25
- **Unit 66:** (Failure to pay) - A notice was issued on 11/26/25

Bids on hand for capital projects:

- Building Painting
 - Brush outs have been completed.
 - Pending approvals and the green light to start.
- Facia Repairs – In progress
- Tree Trimming

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



AWI Management Corporation is an Equal Opportunity provider.

Chico Commons (p0549)
Budget Comparison
 Period = Nov 2025
 Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
TENANT RENT										
	Gross Rents	74,133	76,209	-2,076	-3	832,102	838,299	-6,197	-1	914,508
4190-00	Gain/Loss to Lease	2,677	0	2,677	N/A	21,507	0	21,507	N/A	0
5110-00	Vacancies	-8,085	-7,621	-464	-6	-107,543	-83,830	-23,713	-28	-91,451
5130-00	Rent Adjustments	0	-135	135	100	0	-1,483	1,483	100	-1,618
5120-00	Admin Unit-Non Rev	-1,049	-1,049	0	0	-11,539	-11,539	0	0	-12,588
	TOTAL TENANT RENT	67,676	67,404	272	0	734,527	741,447	-6,920	-1	808,851
PROJECT INCOME										
5510-00	Laundry Income	496	477	18	4	3,032	5,250	-2,218	-42	5,727
5520-00	Late Charges	0	271	-271	-100	2,791	2,982	-191	-6	3,253
5590-00	Other Tenant Income	226	495	-269	-54	-409	5,447	-5,856	-108	5,942
5600-00	Interest Income	174	38	136	357	1,173	419	754	180	457
5610-00	Interest Income-Restricted Reserve	392	0	392	N/A	4,723	0	4,723	N/A	0
5690-00	Miscellaneous Income	0	0	0	N/A	640	0	640	N/A	0
5340-00	Utility Allowance Preparation	0	0	0	N/A	-363	0	-363	N/A	0
5360-00	Copies/Postage Offset	0	0	0	N/A	-18	0	-18	N/A	0
	TOTAL OTHER PROJECT INCOME	1,288	1,282	6	0	11,568	14,097	-2,529	-18	15,379
	TOTAL PROJECT INCOME	68,964	68,686	278	0	746,095	755,544	-9,449	-1	824,230
PROJECT EXPENSES										
	Maint and Oper Exp	35,260	29,236	-6,024	-21	307,985	321,593	13,608	4	350,829
	Utilities	6,898	10,954	4,056	37	88,301	120,491	32,191	27	131,445
	Administrative	14,739	10,985	-3,754	-34	180,487	120,834	-59,653	-49	131,819
	Taxes and Insurance	4,805	4,193	-612	-15	45,227	46,125	898	2	50,318
	Other Taxes and Insurance	1,409	4,215	2,806	67	20,413	46,366	25,952	56	50,581
	Other Project Expenses	2,357	1,589	-768	-48	12,844	17,476	4,632	27	19,065
	TOTAL O/M EXPENSES	65,467	61,171	-4,296	-7	655,257	672,886	17,628	3	734,057
MORTGAGE AND OWNERS EXPENSE										
	Interest Expense	2,604	2,604	0	0	28,646	28,646	0	0	31,250
7815-00	Administrative General Partner Fees	1,080	1,080	0	0	11,880	11,880	0	0	12,960
1290-00	Reserve Transfers	2,500	2,500	0	0	27,500	27,500	0	0	30,000
	TOTAL MORTGAGE AND OWNERS EXP	6,184	6,184	0	0	68,026	68,026	0	0	74,210
	TOTAL PROJECT EXPENSES	71,651	67,356	-4,296	-6	723,283	740,911	17,628	2	808,267
	NET PROFIT (LOSS)	-2,688	1,330	-4,018	-302	22,812	14,633	8,179	56	15,963
OTHER CASH FLOW ITEMS:										
	Reserve Transfers	8,508	0	8,508	N/A	-22,972	0	-22,972	N/A	0
	T and I Transfers	-3,590	0	-3,590	N/A	-45,916	0	-45,916	N/A	0
1220-00	Cash-Security Deposits 1	-38	0	-38	N/A	-72	0	-72	N/A	0
1310-00	Receivable-Tenant	-2,145	0	-2,145	N/A	-3,151	0	-3,151	N/A	0
2320-00	Security Deposits	-1,150	0	-1,150	N/A	-349	0	-349	N/A	0
8100-00	Authorized Reserve-Other	0	-11,783	11,783	100	-40,340	-129,617	89,277	69	-141,400

Chico Commons (p0549)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var		YTD Actual	YTD Budget	Variance	% Var	Annual
8130-00	Authorized Reserve-HVAC	-8,900	0	-8,900	N/A		-8,900	0	-8,900	N/A	0
	Other Receivables	5,111	0	5,111	N/A		4,374	0	4,374	N/A	0
2010-00	AP-Trade Vendors	31	0	31	N/A		-67,494	0	-67,494	N/A	0
2120-00	AP-Other	220	0	220	N/A		2,520	0	2,520	N/A	0
TOTAL OTHER CASH FLOW ITEMS		-1,952	-11,783	9,831	83		-182,300	-129,617	-52,683	-41	-141,400
NET OPERATING CASH CHANGE		-4,640	-10,453	5,813	56		-159,488	-114,984	-44,504	-39	-125,437

Chico Commons (p0549)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Maintenance and Operating Expenses										
6510-00	Maintenance Wages-Base	6,349	6,555	206	3	70,473	72,105	1,632	2	78,660
6510-10	Maintenance Wages-Overtime	8	0	-8	N/A	13	0	-13	N/A	0
6820-00	Tenant Services-General	0	42	42	100	0	458	458	100	500
6880-00	Pest Control-Svc Contract	790	996	206	21	8,921	10,952	2,031	19	11,948
6890-00	Fire/Alarm-Svc Contract	0	740	740	100	3,340	8,140	4,800	59	8,880
6895-00	Cable-Internet/TV Service	0	103	103	100	874	1,131	257	23	1,234
7010-00	R/M Contract-General	1,699	3,000	1,301	43	28,742	33,004	4,262	13	36,004
7015-00	R/M Contract-Plumbing	2,499	468	-2,031	-434	6,943	5,150	-1,794	-35	5,618
7020-00	R/M Contract-Electrical	0	0	0	N/A	139	0	-139	N/A	0
7025-00	R/M Contract-HVAC	2,669	1,539	-1,130	-73	7,429	16,932	9,503	56	18,471
7055-00	Janitorial Services	0	0	0	N/A	100	0	-100	N/A	0
7065-00	Grounds-Svc Contract	3,680	2,219	-1,461	-66	20,630	24,411	3,781	15	26,630
7065-20	Grounds-Repairs	40	0	-40	N/A	40	0	-40	N/A	0
7110-00	Janitorial Supplies	0	137	137	100	787	1,511	724	48	1,648
7115-00	Painting and Decorating	203	775	572	74	2,623	8,523	5,900	69	9,298
7120-00	R/M Supplies-General	3,483	3,707	224	6	46,359	40,778	-5,581	-14	44,485
7125-00	R/M Supplies-Plumbing	613	0	-613	N/A	613	0	-613	N/A	0
7130-00	R/M Supplies-Electrical	171	0	-171	N/A	171	0	-171	N/A	0
7135-00	R/M Supplies-HVAC	580	0	-580	N/A	580	0	-580	N/A	0
7145-00	R/M Supplies-Appliances	105	0	-105	N/A	105	0	-105	N/A	0
7510-00	R/M Replacement-General	285	5,733	5,449	95	42,291	63,067	20,775	33	68,800
7525-00	R/M Replacement-Door	2,101	0	-2,101	N/A	2,101	0	-2,101	N/A	0
7545-10	R/M Flooring Replacement-1Bed	0	2,400	2,400	100	15,674	26,400	10,726	41	28,800
7545-30	R/M Flooring Replacement-3Bed	7,768	0	-7,768	N/A	7,768	0	-7,768	N/A	0
7550-00	R/M Replacement-Refrigerator	0	729	729	100	5,435	8,021	2,586	32	8,750
7555-00	R/M Replacement-Dishwasher	425	0	-425	N/A	1,290	0	-1,290	N/A	0
7565-00	R/M Replacement-Other Appliance	0	0	0	N/A	3,997	0	-3,997	N/A	0
7570-00	R/M Replacement-HVAC Unit	0	0	0	N/A	27,511	0	-27,511	N/A	0
7580-00	R/M Replacement-Water Heater	141	0	-141	N/A	141	0	-141	N/A	0
Total Maint and Operating Exp		33,610	29,144	-4,466	-15	305,092	320,582	15,490	5	349,726
Utilities:										
6210-00	Electricity-Common Areas	0	1,003	1,003	100	8,260	11,038	2,777	25	12,041
6210-10	Electricity-Units	66	0	-66	N/A	1,349	0	-1,349	N/A	0
6220-00	Water-Domestic	4,091	2,755	-1,337	-49	25,022	30,303	5,281	17	33,058
6220-10	Water-Irrigation	0	0	0	N/A	3,382	0	-3,382	N/A	0
6230-00	Sewer-Standard Billing	1,564	2,747	1,183	43	17,373	30,212	12,839	42	32,959
6240-00	Gas/Heating Fuel-Units	0	1,934	1,934	100	12,553	21,273	8,721	41	23,207
6240-10	Gas/Heating Fuel-Common Areas	-2,533	0	2,533	N/A	1,348	0	-1,348	N/A	0
6250-00	Trash-Standard Pickup	1,420	2,515	1,095	44	16,725	27,665	10,940	40	30,180
6250-10	Trash-Bulk Pickup	2,290	0	-2,290	N/A	2,290	0	-2,290	N/A	0
Total Utilities		6,898	10,954	4,056	37	88,301	120,491	32,191	27	131,445
Administrative:										

Chico Commons (p0549)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
5190-00	Bad Debt Expense	448	0	-448	N/A	31,226	0	-31,226	N/A	0
6320-00	Managment Fees	4,032	4,032	0	0	44,352	44,352	0	0	48,384
6410-00	Audit Fees	1,000	1,000	0	0	11,000	11,000	0	0	12,000
6430-00	Legal-Evictions	1,024	833	-191	-23	15,332	9,167	-6,165	-67	10,000
6520-00	Manager Wages-Base	6,848	4,950	-1,898	-38	71,730	54,452	-17,278	-32	59,402
6520-10	Manager Wages-Overtime	178	0	-178	N/A	529	0	-529	N/A	0
6700-10	P/M IT	226	0	-226	N/A	565	0	-565	N/A	0
6700-20	P/M Software	11	0	-11	N/A	11	0	-11	N/A	0
6700-30	P/M Software-Yardi	606	0	-606	N/A	1,669	0	-1,669	N/A	0
6710-20	Cell Phone Reimbursement	135	0	-135	N/A	304	0	-304	N/A	0
6910-00	Other Admin-General	0	169	169	100	3,222	1,864	-1,359	-73	2,033
6910-30	Other Admin-Other	0	0	0	N/A	0	0	0	N/A	0
6930-00	Mileage	36	0	-36	N/A	76	0	-76	N/A	0
Total Administrative Expense		14,546	10,985	-3,561	-32	180,016	120,834	-59,182	-49	131,819
Taxes and Insurance										
6100-10	Real Estate Taxes-Special Assessments	695	82	-612	-742	695	908	213	23	990
6150-00	Property Insurance-GL	4,111	4,111	0	0	44,532	45,217	685	2	49,328
Total Taxes and Insurance Expense		4,805	4,193	-612	-15	45,227	46,125	898	2	50,318
Other Taxes and Insurance										
6120-00	Other Taxes/Fees/Permits	0	192	192	100	2,515	2,112	-403	-19	2,304
6170-00	Bond Premiums	0	32	32	100	429	356	-74	-21	388
6540-00	Employer Social Security	828	1,118	290	26	11,785	12,300	514	4	13,418
6540-10	Employer Medicare	194	0	-194	N/A	471	0	-471	N/A	0
6540-40	401(k) Match (Employer)	0	0	0	N/A	32	0	-32	N/A	0
6550-00	Workers Comp Insurance	382	501	119	24	5,106	5,513	407	7	6,014
6555-00	Personnel Medical Insurance	0	2,371	2,371	100	65	26,086	26,021	100	28,457
6560-00	Life Insurance	5	0	-5	N/A	10	0	-10	N/A	0
Total Other Taxes and Insurance		1,409	4,215	2,806	67	20,413	46,366	25,952	56	50,581
Other Project Expenses										
6610-00	Advertising	0	54	54	100	64	596	531	89	650
6620-00	Credit Checking	0	100	100	100	0	1,100	1,100	100	1,200
6710-00	Telephone	212	258	46	18	2,745	2,838	93	3	3,096
6710-10	Internet	0	272	272	100	1,462	2,986	1,524	51	3,258
6715-30	Toner/Copier Expense	636	188	-448	-238	1,926	2,069	143	7	2,257
6720-00	Postage/Freight	87	89	2	2	694	976	282	29	1,065
6730-00	Office Supplies/Expense	268	266	-2	-1	2,967	2,921	-46	-2	3,187
6735-00	Office Furniture and Equipment	131	208	77	37	970	2,292	1,322	58	2,500
6735-10	Office Computer Hardware	1,023	0	-1,023	N/A	1,023	0	-1,023	N/A	0
6940-00	Travel and Promotion	0	71	71	100	145	780	635	81	851
6950-00	Training Expense	0	65	65	100	321	711	390	55	776
6955-00	Employee Meals	0	19	19	100	526	206	-320	-155	225
Total Other Project Exeses		2,357	1,589	-768	-48	12,844	17,476	4,632	27	19,065

Chico Commons (p0549)
Budget Comparison
 Period = Nov 2025
 Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Mortgage and Owners Expense										
7430-00	Interest-Local Agency	2,604	2,604	0	0	28,646	28,646	0	0	31,250
7815-00	Administrative General Partner Fees	1,080	1,080	0	0	11,880	11,880	0	0	12,960
1290-00	Reserve Transfers	2,500	2,500	0	0	27,500	27,500	0	0	30,000
	Total Mortgage and Owners Exp	6,184	6,184	0	0	68,026	68,026	0	0	74,210
	Total Expenses	69,808	67,264	-2,544	-4	719,919	739,900	19,981	3	807,164
Reserves										
8100-00	Authorized Reserve-Other	0	11,783	11,783	100	40,340	129,617	89,277	69	141,400
8130-00	Authorized Reserve-HVAC	8,900	0	-8,900	N/A	8,900	0	-8,900	N/A	0
	Total Reserves	8,900	11,783	2,883	24	49,240	129,617	80,377	62	141,400

**Walker Commons
November 2025**



Updates:

- 100% occupied. No move ins or move outs in November

Bids for capital projects:

- Pending bids for Fascia repairs.

Possible upcoming vacant:

- #40 Has been in long term care and is unsure of a return date.
 - Staff are working with agencies to get them back in their unit when possible.

Events:

- A Thanksgiving event was hosted by the staff.
- The site continues to host bingo events monthly.
- We have expanded events to include weekly card games as well. The games are a great success and appreciated by the residents.
- A birthday cake event is scheduled monthly for the residents.



Event Photos:



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

AWI Management Corporation is an Equal Opportunity provider.





(530) 745-6170 tel
(530) 745-6171 fax
www.awimc.com

AWI Management Corporation
120 Center Street
Auburn CA 95603



AWI Management Corporation is an Equal Opportunity provider.

Walker Commons (p0550)
Budget Comparison
 Period = Nov 2025
 Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
TENANT RENT										
	Gross Rents	38,920	40,596	-1,676	-4	418,621	446,550	-27,930	-6	487,146
4190-00	Gain/Loss to Lease	8,820	0	8,820	N/A	94,369	0	94,369	N/A	0
5110-00	Vacancies	0	-609	609	100	-9,514	-6,698	-2,816	-42	-7,307
5130-00	Rent Adjustments	0	-18	18	100	0	-198	198	100	-216
5120-00	Admin Unit-Non Rev	-906	-906	0	0	-9,966	-9,966	0	0	-10,872
	TOTAL TENANT RENT	46,834	39,063	7,771	20	493,510	429,688	63,822	15	468,751
PROJECT INCOME										
5510-00	Laundry Income	353	272	81	30	3,585	2,990	595	20	3,262
5520-00	Late Charges	0	4	-4	-100	1,226	46	1,180	2,575	50
5530-00	Application Fees	0	0	0	N/A	-25	0	-25	N/A	0
5590-00	Other Tenant Income	0	9	-9	-100	1,308	101	1,207	1,197	110
5600-00	Interest Income	0	6	-6	-100	1,466	67	1,399	2,092	73
5610-00	Interest Income-Restricted Reserve	0	0	0	N/A	5,535	0	5,535	N/A	0
5340-00	Utility Allowance Preparation	0	0	0	N/A	-283	0	-283	N/A	0
	TOTAL OTHER PROJECT INCOME	353	291	61	21	12,812	3,204	9,609	300	3,495
	TOTAL PROJECT INCOME	47,187	39,354	7,833	20	506,322	432,892	73,430	17	472,246
PROJECT EXPENSES										
	Maint and Oper Exp	26,948	14,480	-12,468	-86	182,684	159,285	-23,399	-15	173,765
	Utilities	2,741	4,920	2,179	44	33,149	54,121	20,972	39	59,041
	Administrative	10,657	8,827	-1,830	-21	104,714	97,100	-7,614	-8	105,927
	Taxes and Insurance	2,655	2,585	-70	-3	27,922	28,439	517	2	31,024
	Other Taxes and Insurance	1,676	3,702	2,026	55	28,867	40,725	11,857	29	44,427
	Other Project Expenses	294	1,028	735	71	8,910	11,313	2,403	21	12,341
	TOTAL O/M EXPENSES	44,972	35,544	-9,428	-27	386,245	390,981	4,736	1	426,525
MORTGAGE AND OWNERS EXPENSE										
	Interest Expense	1,250	1,250	0	0	13,750	13,750	0	0	15,000
7815-00	Administrative General Partner Fees	625	625	0	0	6,875	6,875	0	0	7,500
1290-00	Reserve Transfers	933	933	0	0	10,267	10,267	0	0	11,200
	TOTAL MORTGAGE AND OWNERS EXP	2,808	2,808	0	0	30,892	30,892	0	0	33,700
	TOTAL PROJECT EXPENSES	47,780	38,352	-9,428	-25	417,137	421,873	4,736	1	460,225
	NET PROFIT (LOSS)	-593	1,002	-1,595	-159	89,186	11,019	78,166	709	12,021
OTHER CASH FLOW ITEMS:										
	Reserve Transfers	0	0	0	N/A	-105,535	0	-105,535	N/A	0
	T and I Transfers	-2,502	0	-2,502	N/A	-28,673	0	-28,673	N/A	0
1220-00	Cash-Security Deposits 1	0	0	0	N/A	-16	0	-16	N/A	0
1310-00	Receivable-Tenant	-100	0	-100	N/A	-1,278	0	-1,278	N/A	0
2320-00	Security Deposits	0	0	0	N/A	-861	0	-861	N/A	0
8100-00	Authorized Reserve-Other	0	-6,458	6,458	100	0	-71,042	71,042	100	-77,500
	Other Receivables	3,572	0	3,572	N/A	3,114	0	3,114	N/A	0

Walker Commons (p0550)
Budget Comparison
 Period = Nov 2025
 Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2010-00	AP-Trade Vendors	-641	0	-641	N/A	-20,006	0	-20,006	N/A	0
2120-00	AP-Other	1,935	0	1,935	N/A	2,329	0	2,329	N/A	0
2232-00	Accrued Interest-ROA	1,250	0	1,250	N/A	3,750	0	3,750	N/A	0
2210-00	Accrued Managing General Partner Fees	625	0	625	N/A	6,875	0	6,875	N/A	0
	Partners Equity	0	0	0	N/A	-12,898	0	-12,898	N/A	0
TOTAL OTHER CASH FLOW ITEMS		4,139	-6,458	10,597	164	-153,199	-71,042	-82,158	-116	-77,500
NET OPERATING CASH CHANGE		3,546	-5,457	9,002	165	-64,014	-60,022	-3,991	-7	-65,479

Walker Commons (p0550)
Budget Comparison
Period = Nov 2025
Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Maintenance and Operating Expenses										
6510-00	Maintenance Wages-Base	3,929	4,370	441	10	43,564	48,070	4,506	9	52,440
6510-10	Maintenance Wages-Overtime	2	0	-2	N/A	17	0	-17	N/A	0
6820-00	Tenant Services-General	0	200	200	100	817	2,200	1,383	63	2,400
6830-00	Resident Services-Supplies	0	0	0	N/A	206	0	-206	N/A	0
6880-00	Pest Control-Svc Contract	230	333	103	31	3,557	3,667	109	3	4,000
6880-10	Pest Control-One-Time	0	0	0	N/A	500	0	-500	N/A	0
6890-00	Fire/Alarm-Svc Contract	0	277	277	100	2,220	3,044	825	27	3,321
6895-00	Cable-Internet/TV Service	0	110	110	100	1,263	1,206	-57	-5	1,316
7010-00	R/M Contract-General	18,072	1,300	-16,772	-1,290	26,194	14,298	-11,896	-83	15,598
7015-00	R/M Contract-Plumbing	0	240	240	100	3,835	2,639	-1,196	-45	2,879
7025-00	R/M Contract-HVAC	0	200	200	100	893	2,200	1,307	59	2,400
7065-00	Grounds-Svc Contract	0	2,008	2,008	100	17,770	22,092	4,322	20	24,100
7065-90	Grounds-Other	462	0	-462	N/A	462	0	-462	N/A	0
7110-00	Janitorial Supplies	0	133	133	100	2,219	1,464	-755	-52	1,597
7115-00	Painting and Decorating	0	301	301	100	719	3,314	2,595	78	3,615
7120-00	R/M Supplies-General	675	1,089	414	38	13,776	11,980	-1,796	-15	13,069
7125-00	R/M Supplies-Plumbing	23	0	-23	N/A	208	0	-208	N/A	0
7130-00	R/M Supplies-Electrical	138	0	-138	N/A	569	0	-569	N/A	0
7510-00	R/M Replacement-General	210	1,169	959	82	25,115	12,861	-12,255	-95	14,030
7530-00	R/M Replacement-Window	0	0	0	N/A	179	0	-179	N/A	0
7540-00	R/M Replacement-Other	227	0	-227	N/A	227	0	-227	N/A	0
7545-10	R/M Flooring Replacement-1Bed	0	1,042	1,042	100	21,799	11,458	-10,341	-90	12,500
7550-00	R/M Replacement-Refrigerator	0	388	388	100	8,446	4,262	-4,183	-98	4,650
7560-00	R/M Replacement-Range	0	0	0	N/A	771	0	-771	N/A	0
7570-00	R/M Replacement-HVAC Unit	0	583	583	100	2,837	6,417	3,579	56	7,000
7580-00	R/M Replacement-Water Heater	0	667	667	100	1,162	7,333	6,172	84	8,000
Total Maint and Operating Exp		23,969	14,410	-9,560	-66	179,326	158,505	-20,820	-13	172,915
Utilities:										
6210-00	Electricity-Common Areas	0	819	819	100	6,086	9,013	2,926	32	9,832
6210-10	Electricity-Units	0	0	0	N/A	1,027	0	-1,027	N/A	0
6220-00	Water-Domestic	657	775	118	15	7,229	8,525	1,296	15	9,300
6230-00	Sewer-Standard Billing	884	2,179	1,295	59	9,727	23,968	14,241	59	26,147
6240-00	Gas/Heating Fuel-Units	0	387	387	100	1,014	4,252	3,238	76	4,639
6240-10	Gas/Heating Fuel-Common Areas	0	0	0	N/A	39	0	-39	N/A	0
6250-00	Trash-Standard Pickup	394	760	366	48	7,221	8,363	1,142	14	9,123
6250-10	Trash-Bulk Pickup	806	0	-806	N/A	806	0	-806	N/A	0
Total Utilities		2,741	4,920	2,179	44	33,149	54,121	20,972	39	59,041
Administrative:										
5190-00	Bad Debt Expense	0	0	0	N/A	4,314	0	-4,314	N/A	0
6320-00	Managment Fees	3,136	3,136	0	0	34,496	34,496	0	0	37,632
6410-00	Audit Fees	1,000	1,000	0	0	10,667	11,000	333	3	12,000
6430-00	Legal-Evictions	0	171	171	100	0	1,882	1,882	100	2,053

Walker Commons (p0550)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6520-00	Manager Wages-Base	5,245	4,368	-876	-20	50,198	48,052	-2,146	-4	52,420
6520-10	Manager Wages-Overtime	402	0	-402	N/A	637	0	-637	N/A	0
6700-10	P/M IT	176	0	-176	N/A	439	0	-439	N/A	0
6700-30	P/M Software-Yardi	472	0	-472	N/A	1,298	0	-1,298	N/A	0
6710-20	Cell Phone Reimbursement	90	0	-90	N/A	191	0	-191	N/A	0
6910-00	Other Admin-General	0	152	152	100	2,089	1,670	-419	-25	1,822
6910-30	Other Admin-Other	0	0	0	N/A	0	0	0	N/A	0
6930-00	Mileage	0	0	0	N/A	40	0	-40	N/A	0
Total Administrative Expense		10,520	8,827	-1,693	-19	104,368	97,100	-7,269	-7	105,927
Taxes and Insurance										
6100-10	Real Estate Taxes-Special Assessments	83	13	-70	-546	83	141	58	41	154
6150-00	Property Insurance-GL	2,572	2,572	0	0	27,839	28,298	459	2	30,870
Total Taxes and Insurance Expense		2,655	2,585	-70	-3	27,922	28,439	517	2	31,024
Other Taxes and Insurance										
6120-00	Other Taxes/Fees/Permits	0	296	296	100	1,780	3,255	1,475	45	3,551
6170-00	Bond Premiums	0	26	26	100	334	284	-50	-18	310
6540-00	Employer Social Security	586	827	241	29	7,625	9,099	1,473	16	9,926
6540-10	Employer Medicare	137	0	-137	N/A	345	0	-345	N/A	0
6540-40	401(k) Match (Employer)	0	0	0	N/A	2	0	-2	N/A	0
6550-00	Workers Comp Insurance	291	380	90	24	3,266	4,186	920	22	4,566
6555-00	Personnel Medical Insurance	658	2,173	1,515	70	15,505	23,901	8,396	35	26,074
6560-00	Life Insurance	4	0	-4	N/A	9	0	-9	N/A	0
Total Other Taxes and Insurance		1,676	3,702	2,026	55	28,867	40,725	11,857	29	44,427
Other Project Expenses										
6610-00	Advertising	0	17	17	100	18	183	165	90	200
6620-00	Credit Checking	0	42	42	100	0	458	458	100	500
6710-00	Telephone	106	238	131	55	2,687	2,613	-73	-3	2,851
6710-10	Internet	0	100	100	100	747	1,100	353	32	1,200
6715-30	Toner/Copier Expense	0	110	110	100	466	1,214	748	62	1,324
6720-00	Postage/Freight	82	81	-1	-1	385	891	506	57	972
6730-00	Office Supplies/Expense	0	325	325	100	2,637	3,575	938	26	3,900
6735-00	Office Furniture and Equipment	0	0	0	N/A	413	0	-413	N/A	0
6740-00	Water/Coffee Service	105	0	-105	N/A	105	0	-105	N/A	0
6940-00	Travel and Promotion	0	33	33	100	506	367	-139	-38	400
6950-00	Training Expense	0	58	58	100	214	642	428	67	700
6955-00	Employee Meals	0	24	24	100	732	270	-463	-172	294
Total Other Project Expenses		294	1,028	735	71	8,910	11,313	2,403	21	12,341
Mortgage and Owners Expense										
7410-00	Interest-Mortgage	1,250	1,250	0	0	13,750	13,750	0	0	15,000
7815-00	Administrative General Partner Fees	625	625	0	0	6,875	6,875	0	0	7,500
1290-00	Reserve Transfers	933	933	0	0	10,267	10,267	0	0	11,200
Total Mortgage and Owners Exp		2,808	2,808	0	0	30,892	30,892	0	0	33,700

Walker Commons (p0550)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Total Expenses		44,664	38,281	-6,383	-17	413,433	421,094	7,660	2	459,375
Reserves										
8100-00	Authorized Reserve-Other	0	6,458	6,458	100	0	71,042	71,042	100	77,500
Total Reserves		0	6,458	6,458	100	0	71,042	71,042	100	77,500

1200 Park Avenue Apartments November 2025



Currently there are 7 units available for occupancy. 2 Move-ins and 1 move-out during November.

Vacancies:

- **Unit #103 (60%):** (Medical) - RA transfer in progress, pending section 8 inspection
- **Unit #307 (50%):** (Medical) - Turn in process, working on applicants
- **Unit #239 (60%):** (Eviction) - Applicant in process with Section 8/VASH
- **Unit #226 (60%):** (Personal) - Applicant in process with Section 8
- **Unit #242 (50%):** (Deceased) - Possible RA transfer from 245
- **Unit #221 (50%):** (Transfer) Applicant in process with Section 8
- **Unit #102 (50%):** (Skip) RA transfer in progress

Upcoming Vacancies:

- **Unit #245 (45%):** (Transfer) RA transfer to unit 242
- **Unit #215 (60%):** (Deceased) Possession expected on 12/2/25

Bids on hand for capital projects:

- Roofing repairs – completed
- Hallway / Stair flooring - Carpet tile bids in hand pending approval.
- Other bids held if funding allows

Estimates will be submitted for consideration based on priority and funds.

Community Events:

The staff have continued the monthly events to foster community spirit, including:

- Monthly Bingo Games
- Birthday Cake Celebrations
- Community Flu clinic took place on 11/12/25
- Karaoke party with a taco bar was held on 11/8/25
 - The event had over 40 residents participate.

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



- The feedback was very positive, and we are planning to host another event in the future.
- A Thanksgiving event was held on 11/21/25
 - This event had over 50 residents participate.

Karaoke Photos:



Thanksgiving Photos:

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 (530) 745-6171 fax 120 Center Street
 www.awimc.com Auburn CA 95603



AWI Management Corporation is an Equal Opportunity provider.



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 www.awimc.com

AWI Management Corporation
 120 Center Street
 Auburn CA 95603



AWI Management Corporation is an Equal Opportunity provider.

Park Avenue (p0569)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
TENANT RENT										
	Gross Rents	99,558	95,845	3,713	4	1,070,493	1,054,296	16,197	2	1,150,141
5110-00	Vacancies	-5,687	-3,834	-1,853	-48	-48,098	-42,172	-5,926	-14	-46,006
5120-00	Admin Unit-Non Rev	-1,111	-1,111	0	0	-12,221	-12,221	0	0	-13,332
	TOTAL TENANT RENT	92,760	90,900	1,860	2	1,010,174	999,903	10,271	1	1,090,803
PROJECT INCOME										
5510-00	Laundry Income	0	667	-667	-100	6,000	7,333	-1,333	-18	8,000
5520-00	Late Charges	-78	68	-146	-214	1,012	754	258	34	822
5530-00	Application Fees	0	14	-14	-100	25	153	-128	-84	167
5590-00	Other Tenant Income	0	333	-333	-100	999	3,667	-2,667	-73	4,000
5600-00	Interest Income	74	0	74	N/A	673	0	673	N/A	0
5610-00	Interest Income-Restricted Reserve	1	18	-17	-92	229	200	30	15	218
5690-00	Miscellaneous Income	100	20	80	404	1,394	218	1,176	539	238
5340-00	Utility Allowance Preparation	0	0	0	N/A	-540	0	-540	N/A	0
	TOTAL OTHER PROJECT INCOME	97	1,120	-1,023	-91	9,793	12,325	-2,532	-21	13,445
	TOTAL PROJECT INCOME	92,857	92,021	836	1	1,019,967	1,012,227	7,739	1	1,104,248
PROJECT EXPENSES										
	Maint and Oper Exp	17,246	21,761	4,515	21	250,894	239,376	-11,518	-5	261,137
	Utilities	4,203	13,232	9,030	68	107,614	145,557	37,944	26	158,790
	Administrative	15,764	13,035	-2,728	-21	182,078	143,390	-38,688	-27	156,425
	Taxes and Insurance	7,468	7,440	-28	0	78,919	81,837	2,918	4	89,277
	Other Taxes and Insurance	3,331	3,454	123	4	39,058	37,993	-1,065	-3	41,447
	Other Project Expenses	2,943	2,401	-542	-23	28,267	26,412	-1,856	-7	28,813
	TOTAL O/M EXPENSES	50,954	61,324	10,370	17	686,830	674,565	-12,265	-2	735,889
MORTGAGE AND OWNERS EXPENSE										
	Interest Expense	14,706	26,300	11,595	44	164,352	289,305	124,952	43	315,605
	Principal Payment	6,614	0	-6,614	N/A	70,164	0	-70,164	N/A	0
7435-00	Interest-Other	4,786	0	-4,786	N/A	52,643	0	-52,643	N/A	0
7810-00	Managing General Partner Fees	1,086	1,106	20	2	11,940	12,160	220	2	13,266
7860-00	Asset Management Fees	0	0	0	N/A	-535	0	535	N/A	0
1290-00	Reserve Transfers	2,675	2,675	0	0	29,425	29,425	0	0	32,100
	TOTAL MORTGAGE AND OWNERS EXP	29,866	30,081	215	1	327,990	330,890	2,900	1	360,971
	TOTAL PROJECT EXPENSES	80,820	91,405	10,585	12	1,014,819	1,005,455	-9,364	-1	1,096,860
	NET PROFIT (LOSS)	12,037	616	11,421	1,855	5,147	6,772	-1,625	-24	7,388
OTHER CASH FLOW ITEMS:										
	Reserve Transfers	-1	0	-1	N/A	65,388	0	65,388	N/A	0
	T and I Transfers	-7,315	0	-7,315	N/A	-12,760	0	-12,760	N/A	0
	Other Cash Changes	0	0	0	N/A	419	0	419	N/A	0
1220-00	Cash-Security Deposits 1	0	0	0	N/A	0	0	0	N/A	0
1310-00	Receivable-Tenant	544	0	544	N/A	-997	0	-997	N/A	0

Park Avenue (p0569)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awl_cf

		PTD Actual	PTD Budget	Variance	% Var		YTD Actual	YTD Budget	Variance	% Var	Annual
2320-00	Security Deposits	158	0	158	N/A		182	0	182	N/A	0
8100-00	Authorized Reserve-Other	0	-10,942	10,942	100		-65,410	-120,358	54,948	46	-131,300
8200-00	Pending Reserves	0	0	0	N/A		-56,290	0	-56,290	N/A	0
	Other Receivables	8,269	0	8,269	N/A		72,899	0	72,899	N/A	0
2010-00	AP-Trade Vendors	126	0	126	N/A		22,060	0	22,060	N/A	0
2120-00	AP-Other	744	0	744	N/A		744	0	744	N/A	0
2232-00	Accrued Interest-ROA	0	0	0	N/A		5,126	0	5,126	N/A	0
2230-00	Accrued Interest	4,786	0	4,786	N/A		14,357	0	14,357	N/A	0
2216-00	Accrued Local Administration Fees	6,542	0	6,542	N/A		22,958	0	22,958	N/A	0
2210-00	Accrued Managing General Partner Fees	669	0	669	N/A		-18,461	0	-18,461	N/A	0
TOTAL OTHER CASH FLOW ITEMS		14,521	-10,942	25,463	233		50,217	-120,358	170,575	142	-131,300
NET OPERATING CASH CHANGE		26,558	-10,326	36,884	357		55,364	-113,586	168,950	149	-123,912

Park Avenue (p0569)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
Maintenance and Operating Expenses										
6510-00	Maintenance Wages-Base	7,918	7,900	-18	0	91,171	86,900	-4,271	-5	94,800
6510-10	Maintenance Wages-Overtime	340	0	-340	N/A	617	0	-617	N/A	0
6820-00	Tenant Services-General	0	127	127	100	9,585	1,398	-8,187	-586	1,525
6830-00	Resident Services-Supplies	270	0	-270	N/A	643	0	-643	N/A	0
6850-00	Resident Services-Food Programs	0	0	0	N/A	35	0	-35	N/A	0
6860-00	Security-Svc Contract	0	711	711	100	6,093	7,821	1,728	22	8,532
6870-00	Elevator-Svc Contract	2,704	984	-1,719	-175	14,938	10,826	-4,112	-38	11,810
6880-00	Pest Control-Svc Contract	1,640	1,000	-640	-64	17,867	11,000	-6,867	-62	12,000
6890-00	Fire/Alarm-Svc Contract	0	1,524	1,524	100	10,760	16,763	6,003	36	18,287
7010-00	R/M Contract-General	2,540	2,250	-290	-13	23,219	24,750	1,531	6	27,000
7015-00	R/M Contract-Plumbing	0	220	220	100	0	2,417	2,417	100	2,637
7025-00	R/M Contract-HVAC	0	86	86	100	1,707	946	-761	-80	1,032
7065-00	Grounds-Svc Contract	0	1,967	1,967	100	16,870	21,633	4,763	22	23,600
7110-00	Janitorial Supplies	0	318	318	100	1,222	3,501	2,279	65	3,819
7115-00	Painting and Decorating	0	224	224	100	1,622	2,462	840	34	2,686
7120-00	R/M Supplies-General	81	1,548	1,467	95	14,948	17,025	2,077	12	18,573
7510-00	R/M Replacement-General	0	1,660	1,660	100	13,545	18,260	4,715	26	19,920
7540-00	R/M Replacement-Other	0	0	0	N/A	373	0	-373	N/A	0
7545-10	R/M Flooring Replacement-1Bed	0	0	0	N/A	6,188	0	-6,188	N/A	0
7550-00	R/M Replacement-Refrigerator	729	826	98	12	7,998	9,090	1,092	12	9,916
7560-00	R/M Replacement-Range	0	0	0	N/A	771	0	-771	N/A	0
7570-00	R/M Replacement-HVAC Unit	0	0	0	N/A	1,005	0	-1,005	N/A	0
7580-00	R/M Replacement-Water Heater	0	0	0	N/A	989	0	-989	N/A	0
Total Maint and Operating Exp		16,221	21,345	5,124	24	242,165	234,792	-7,372	-3	256,137
Utilities:										
6210-00	Electricity-Common Areas	0	8,621	8,621	100	53,103	94,832	41,729	44	103,453
6210-10	Electricity-Units	0	0	0	N/A	1,348	0	-1,348	N/A	0
6220-00	Water-Domestic	1,277	1,149	-128	-11	12,962	12,643	-319	-3	13,792
6220-10	Water-Irrigation	0	0	0	N/A	1,078	0	-1,078	N/A	0
6230-00	Sewer-Standard Billing	2,043	1,964	-80	-4	21,737	21,599	-138	-1	23,563
6240-00	Gas/Heating Fuel-Units	0	455	455	100	5,494	5,004	-490	-10	5,459
6240-10	Gas/Heating Fuel-Common Areas	0	0	0	N/A	463	0	-463	N/A	0
6250-00	Trash-Standard Pickup	744	1,044	300	29	11,091	11,479	389	3	12,523
6250-10	Trash-Bulk Pickup	138	0	-138	N/A	338	0	-338	N/A	0
Total Utilities		4,203	13,232	9,030	68	107,614	145,557	37,944	26	158,790
Administrative:										
5190-00	Bad Debt Expense	10	0	-10	N/A	17,380	0	-17,380	N/A	0
6320-00	Managment Fees	5,992	5,992	0	0	65,912	65,912	0	0	71,904
6410-00	Audit Fees	1,000	1,000	0	0	10,688	11,000	312	3	12,000
6430-00	Legal-Evictions	0	407	407	100	5,290	4,479	-811	-18	4,886
6520-00	Manager Wages-Base	6,792	5,412	-1,381	-26	73,257	59,528	-13,728	-23	64,940
6520-10	Manager Wages-Overtime	340	0	-340	N/A	494	0	-494	N/A	0

Park Avenue (p0569)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6700-10	P/M IT	337	0	-337	N/A	839	0	-839	N/A	0
6700-30	P/M Software-Yardi	901	0	-901	N/A	2,480	0	-2,480	N/A	0
6710-20	Cell Phone Reimbursement	180	0	-180	N/A	346	0	-346	N/A	0
6910-00	Other Admin-General	0	225	224	100	4,083	2,470	-1,613	-65	2,695
6910-30	Other Admin-Other	0	0	0	N/A	0	0	0	N/A	0
6990-00	Miscellaneous Expense	0	0	0	N/A	760	0	-760	N/A	0
7860-00	Asset Management Fees	0	0	0	N/A	-535	0	535	N/A	0
Total Administrative Expense		15,552	13,035	-2,516	-19	180,995	143,390	-37,605	-26	156,425
Taxes and Insurance										
6100-10	Real Estate Taxes-Special Assessments	198	28	-170	-614	198	305	107	35	333
6150-00	Property Insurance-GL	7,112	7,112	0	0	76,990	78,233	1,243	2	85,345
6150-99	Property Insurance-Other	157	300	143	48	1,731	3,299	1,568	48	3,599
Total Taxes and Insurance Expense		7,468	7,440	-28	0	78,919	81,837	2,918	4	89,277
Other Taxes and Insurance										
6120-00	Other Taxes/Fees/Permits	0	233	233	100	2,772	2,567	-205	-8	2,800
6170-00	Bond Premiums	0	109	109	100	638	1,196	558	47	1,305
6540-00	Employer Social Security	906	1,351	445	33	13,478	14,859	1,381	9	16,210
6540-10	Employer Medicare	212	0	-212	N/A	548	0	-548	N/A	0
6540-40	401(k) Match (Employer)	4	0	-4	N/A	-18	0	18	N/A	0
6550-00	Workers Comp Insurance	487	641	155	24	5,890	7,054	1,164	17	7,695
6555-00	Personnel Medical Insurance	1,714	1,120	-594	-53	15,734	12,317	-3,416	-28	13,437
6560-00	Life Insurance	8	0	-8	N/A	16	0	-16	N/A	0
Total Other Taxes and Insurance		3,331	3,454	123	4	39,058	37,993	-1,065	-3	41,447
Other Project Expenses										
6610-00	Advertising	0	40	40	100	54	437	384	88	477
6620-00	Credit Checking	0	29	29	100	0	321	321	100	350
6710-00	Telephone	1,433	592	-841	-142	8,827	6,516	-2,312	-35	7,108
6710-10	Internet	138	558	420	75	6,385	6,142	-243	-4	6,700
6715-10	Copier Expenses	0	0	0	N/A	395	0	-395	N/A	0
6715-30	Toner/Copier Expense	22	298	276	93	770	3,277	2,507	77	3,575
6720-00	Postage/Freight	82	88	6	6	677	964	288	30	1,052
6730-00	Office Supplies/Expense	245	468	223	48	5,194	5,148	-46	-1	5,616
6735-00	Office Furniture and Equipment	0	0	0	N/A	2,575	0	-2,575	N/A	0
6735-10	Office Computer Hardware	1,023	0	-1,023	N/A	1,023	0	-1,023	N/A	0
6740-00	Water/Coffee Service	0	0	0	N/A	24	0	-24	N/A	0
6940-00	Travel and Promotion	0	144	144	100	1,150	1,589	439	28	1,733
6950-00	Training Expense	0	64	64	100	477	703	226	32	767
6955-00	Employee Meals	0	120	120	100	717	1,315	599	46	1,435
Total Other Project Expenses		2,943	2,401	-542	-23	28,267	26,412	-1,856	-7	28,813
Mortgage and Owners Expense										
7410-00	Interest-Mortgage	8,581	15,195	6,614	44	96,977	167,141	70,164	42	182,336
7435-00	Interest-Other	4,786	0	-4,786	N/A	52,643	0	-52,643	N/A	0

Park Avenue (p0569)

Budget Comparison

Period = Nov 2025

Book = Accrual ; Tree = awi_exp

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2410-00	Mortgage-First Position	6,614	0	-6,614	N/A	70,164	0	-70,164	N/A	0
7430-00	Interest-Local Agency	6,125	11,106	4,981	45	67,375	122,163	54,788	45	133,269
7810-00	Managing General Partner Fees	1,086	1,106	20	2	11,940	12,160	220	2	13,266
1290-00	Reserve Transfers	2,675	2,675	0	0	29,425	29,425	0	0	32,100
	Total Mortgage and Owners Exp	29,866	30,081	215	1	328,525	330,890	2,365	1	360,971
	Total Expenses	79,583	90,988	11,405	13	1,005,542	1,000,872	-4,671	0	1,091,860
	Reserves									
8100-00	Authorized Reserve-Other	0	10,942	10,942	100	65,410	120,358	54,948	46	131,300
8200-00	Pending Reserves	0	0	0	N/A	56,290	0	-56,290	N/A	0
	Total Reserves	0	10,942	10,942	100	121,701	120,358	-1,342	-1	131,300

MEMO

Date: December 11, 2025

To: HACB Board of Commissioners

From: Tiffany Lee, Special Programs Coordinator
Angie Little, Rental Assistance Programs Manager

Subject: Family Self-Sufficiency (FSS) Program update for November 2025

Program Statistics for Period Ending	Nov 2025	Nov 2024
Number of participants as of last day of the month	43	25
Number of Orientation Briefings	0	0
Number of signed contracts	3	0
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	1	0
Contract Expired	0	0
Number of Terminations	0	0
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	15	1
Number of participants with new employment (YTD)	9	1
Number of participants with escrow accounts	18	12
Number of participants currently escrowing	9	9
Amount disbursed from escrow account	\$15,402.58	\$0.00
Balance of Forfeiture account	\$33,511.90	\$5,694.81
Balance of Escrow Account	\$60,870.02	\$122,855.26

FSS FY 2024 HUD Grant Program Tracking Data

Program Management Questions:	2025 Calendar Year
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	43
Number of FSS participants identified as a person with disabilities	12
Number of FSS participants employed	17
Number of FSS participants in training programs	1
Number of FSS participants enrolled in higher/adult education	6
Number of FSS participants enrolled in school and employed	3
Number of FSS families receiving cash assistance	12
Number of FSS families experiencing a reduction in cash assistance	9
Number of FSS families who have ceased receiving cash assistance	5
How many new FSS escrow accounts were established	10
Number of FSS families moved to non-subsidized housing	0
Number of FSS families moved to home-ownership ⁸²	0

HACB CoC Programs: A Report to the Board of Commissioners for the Month of November 2025										
Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	11/2025 Enrollment	11/2025 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/25 - 6/30/26	\$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	7/1/25 - 6/30/26	\$150,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	10	\$12,178.00	\$99,110.00
BHHAP/Security Deposit**	7/1/25 - 6/30/26	\$1,695.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$0.00
BHHAP/ASOC	7/1/25 - 6/30/26	\$11,915.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$269.00	\$4,880.65
Totals		\$172,610.00			35			11	\$12,447.00	\$112,990.65

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:12/03/2025

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

Paradise Continues to Mark Progress in Recovery and Rebuilding

November 17, 2025



Newly Opened Eaglepointe Apartments Complex

Paradise, CA Seven years have passed since the Camp Fire devastated the Town of Paradise in Butte County, destroying the vast majority of buildings and homes, displacing thousands of people, and tragically claiming 85 lives. Today, stories of recovery and rebirth

continue to emerge, and HCD is honored to play a small role in supporting the Town's ongoing journey to rebuilding and resiliency.

Paradise community leaders recently celebrated the grand opening of two new affordable housing communities for low-income individuals and families. In August, local and state leaders gathered to celebrate the opening of Eaglepointe Apartments, a 42-unit apartment complex for low-income families made possible by \$7.3 million in funding from HCD's federally funded Community Development Block Grant – Disaster Recovery (CDBG-DR) program. The building is five stories tall and includes a community center, open space, and a play area for kids.



Eaglepointe Apartments Ribbon-Cutting Ceremony

In September, the community celebrated the opening of Mayer Commons, which added another dozen affordable rental homes to an area with ongoing critical need. Mayer Commons was built on the site of the former Kathy Court Apartments and received \$7.6 million in CDBG-DR program funds. These homes are reserved for people with very low incomes, including seniors and those at risk of homelessness. Since the 2018 Camp Fire, HCD has made nearly \$140 million in state and federal awards to Paradise to support development of 536 affordable rental homes such as these.



Mayer Commons Apartment Complex

Another \$24.1 million was awarded to 70 Paradise homeowners through the ReCoverCA Owner-Occupied Reconstruction (OOR) Program, which helps finance rebuilding of single-family homes destroyed or damaged by qualifying disasters. The last of these 70 homes is anticipated to be completed by the end of the year.

HCD's investment extends beyond housing into community, economic, and workforce development. In 2024, HCD made a \$17.9 million CDBG-DR Workforce Development (WD) grant to Town of Paradise received a nearly \$17.9 million grant to establish the Paradise Resilient Infrastructure and Sustainable Education Center (Paradise RISE) on the Paradise High School campus. CDBG-DR-WD grants aim to support community development and help communities reach complete economic recovery after experiencing a disaster. Awarded programs must provide free job training and supportive services to low- to moderate-income (LMI) individuals in the community, with the goal of improving job placement opportunities for residents.

The Paradise RISE program is intended to train 500 local LMI residents in the construction trades—including specialized fields such as plumbing and electrical—or as certified nursing assistants. The award funds facility improvements, workforce training, and supportive services for participants. Paradise RISE training providers and partners include the Paradise Unified School District, Butte College, Valley Contractor's Exchange, and the Northern Rural Training and Employment Consortium.

HCD is steadfast in its commitment to responsibly steward state and federal resources to help communities impacted by natural disasters recover and rebuild for a hopeful and resilient future.

MEMO

Date: December 12, 2025

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Proposed Public Utility Easement at 1561 Kay Court, Paradise

The Housing Authority of the County of Butte (HACB) is the fee owner of real property located at 1561 Kay Court, Paradise, California 95969, identified as Butte County Assessor's Parcel Number 053-170-144, and commonly known as Mayer Commons (Property). Pacific Gas and Electric Company (PG&E) has approached the HACB requesting a permanent easement across a portion of the Property.

A parcel adjacent to the Property, identified as Butte County Assessor's Parcel Number 053-170-145 (Neighboring Parcel), has no direct access to a public street and is classified as a "flag lot." Access to the Neighboring Parcel is currently provided by an existing permanent easement across the south western portion the Property.

The proposed permanent easement will allow PG&E to install, operate, maintain, inspect, repair, and replace public utility facilities and related appurtenances. These improvements will benefit the Neighboring Parcel by giving PG&E the access needed to construct the improvements that will serve the Neighboring Parcel.

To date, the HACB has granted PG&E a temporary right of entry to begin preliminary work associated with the public utility facility construction. PG&E now requires a formal resolution authorizing the conveyance of the proposed permanent easement. This resolution will provide PG&E with the documentation necessary to prepare the final easement deed.

HACB staff has reviewed PG&E's request and determined that the proposed permanent easement will not substantially interfere with current or anticipated uses of the Property. The proposed permanent easement is limited in both scope and location. Its proposed size and location are shown in Exhibit "A," attached hereto. The proposed permanent easement lies substantially within the existing ingress-and-egress easement. The easement deed will be finalized in a form substantially similar to the sample easement deed attached as Exhibit "B".

It is noted that PG&E has offered monetary consideration for the proposed permanent easement in the amount of \$500. While minimal, this compensation is typical for public utility easements of this nature.

Once PG&E completes the easement deed, it will undergo staff and legal review prior to execution.

Recommendation: Adoption of Resolution No. 4982 authorizing conveyance of a public utility easement to Pacific Gas and Electric Company on HACB owned parcel 053-170-144.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4982

AUTHORIZING CONVEYANCE OF A PUBLIC UTILITY EASEMENT TO PACIFIC GAS AND
ELECTRIC COMPANY ON AUTHORITY OWNED PARCEL 053-170-144

WHEREAS, the Housing Authority of the County of Butte (HACB) is the fee owner of certain real property located at 1561 Kay Court, Paradise, California 95969, identified as Butte County Assessor's Parcel Number 053-170-144, and commonly known as Mayer Commons (Property); and

WHEREAS, Pacific Gas and Electric Company (PG&E) has requested a permanent easement across a portion of the Property to install, operate, maintain, inspect, repair, replace, and remove public utility facilities and related appurtenances (Easement); and

WHEREAS, HACB staff has reviewed PG&E's request and determined that granting the Easement on terms acceptable to the HACB will not substantially conflict or interfere with the use of the Property by the HACB; and

WHEREAS, it has been determined to be in the best interest of the HACB and the public to convey the Easement to PG&E; and

THEREFORE, BE IT RESOLVED the Board of Commissioners of the Housing Authority of the County of Butte finds that the conveyance of the Easement is in the public interest and will not substantially conflict or interfere with the use of the Property by the HACB.

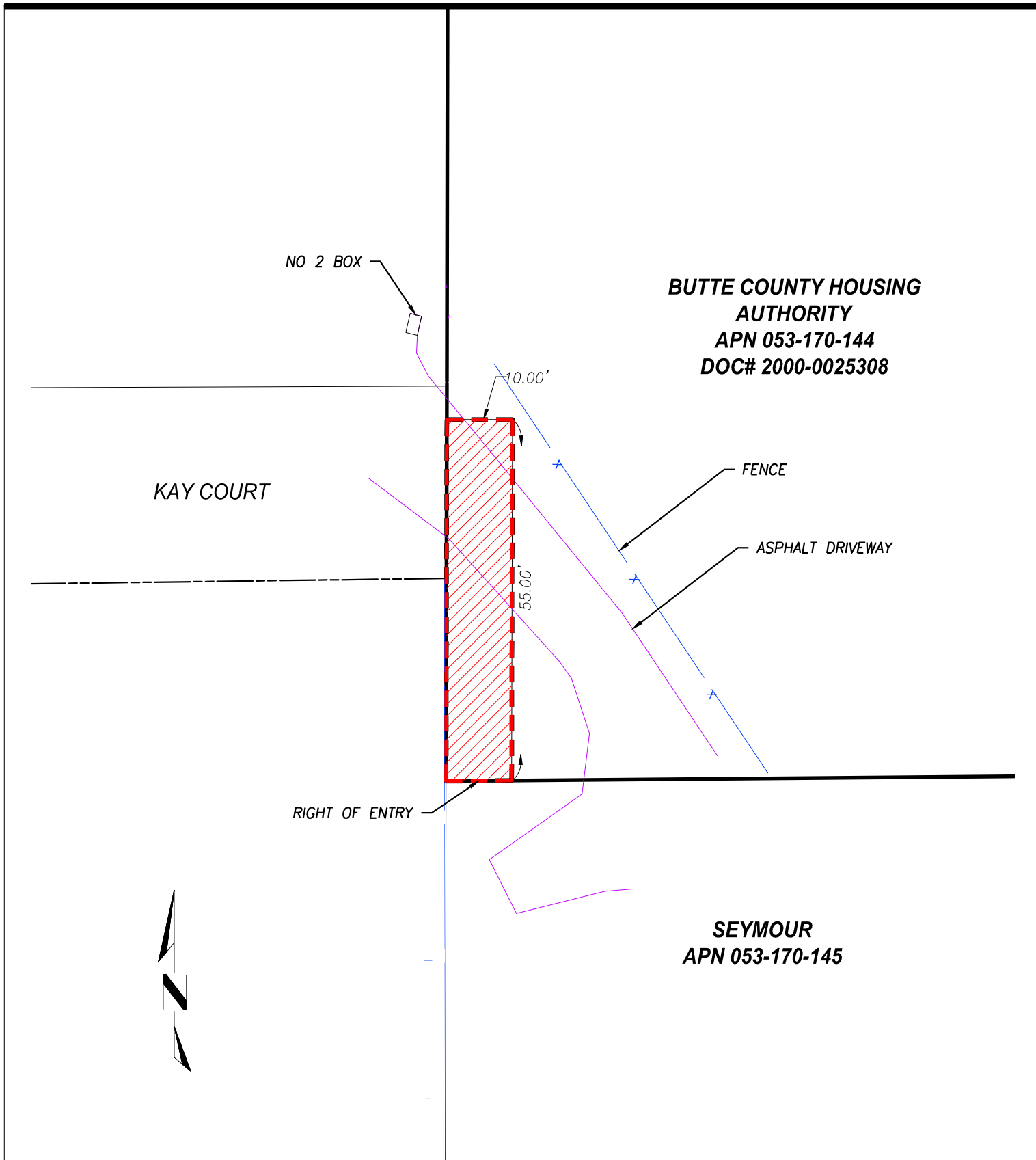
FURTHER, BE IT RESOLVED the Board of Commissioners of the Housing Authority of the County of Butte authorizes Lawrence C. Guanzon, Executive Director to execute, on behalf of the HACB, an Easement Deed and any related documents, or instruments necessary to complete the real estate transaction.

Dated: December 18, 2025

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary



AUTHORIZATION 35682605	<p align="center">EXHIBIT "A"</p> <p align="center">RIGHT OF ENTRY AGREEMENT WITH "BUTTE COUNTY HOUSING AUTHORITY" APN 053-170-144 1565 KAY COURT, PARADISE, CA 1558 KAY COURT SERVICE EXTENSION</p> <p align="center">PACIFIC GAS AND ELECTRIC COMPANY OAKLAND CALIFORNIA</p>	COUNTY <u>BUTTE</u>
DR RQ1N CH PXGE		SCALE <u>1" = 20'</u>
DATE 10/15/2025		SHEET NO. <u>1</u> OF <u>1</u> DRAWING NUMBER L-22-3-13



Exhibit "B"

Distribution Easement Version 1.0 (Rev.08/2025)

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
300 Lakeside Drive, Suite 210
Oakland, CA 94612
Attn: Land Rights Library

Location: City/Uninc _____

Recording Fee \$ _____

Document Transfer Tax \$ _____

- ☐ This is a conveyance where the consideration and Value is less than \$100.00 (R&T 11911).
☐ Computed on Full Value of Property Conveyed, or
☐ Computed on Full Value Less Liens & Encumbrances Remaining at Time of Sale
☐ Exempt from the fee per GC 27388.1 (a) (2); This document is subject to Documentary Transfer Tax

Signature of declarant or agent determining tax

EXHIBIT "B"

(SPACE ABOVE FOR RECORDER'S USE ONLY)

LD#

EASEMENT DEED

[NAME OF GRANTOR(S)]

("Grantor"), hereby grants to PACIFIC GAS AND ELECTRIC COMPANY, a California corporation, ("Grantee"), the right from time to time to excavate for, construct, reconstruct, install, replace (of initial or any other size), remove, maintain, inspect and use facilities of the type hereinafter specified, together with a right of way, within the easement area described below, and also ingress thereto and egress therefrom, over and across the lands of Grantor situated in the Town of Paradise, County of Butte, State of California, described as follows:

(APN xxx-xxx-xxx)

[Insert Lands Description]

The facilities and easement area are described as follows:

Underground duct banks, conduits, pipes, manholes, electrical conductors, wires, and cables; underground and/or aboveground junction boxes, enclosures, transformers with associated pads or vaults, valves, marker posts, service pedestals, appurtenances, and associated equipment, as Grantee deems necessary, for the distribution of electric energy, conveyance of gas, and for communication purposes, all to be located within the strip/parcel of land described as follows:

[Insert Easement Legal Description]

Grantor further grants to Grantee the right, from time to time, to trim or to cut down, without Grantee paying compensation, any and all trees and brush now or hereafter within said easement area, and shall have the further right, from time to time, to trim and cut down trees and brush along each side of said easement area which now or hereafter in the opinion of Grantee may interfere with or be a hazard to the facilities installed hereunder, or as Grantee deems necessary to comply with applicable state or federal regulations.

Grantor also grants to Grantee the right to use such portion of said lands contiguous to said easement area as may be reasonably necessary in connection with the excavation, construction, reconstruction, replacement, removal, maintenance and inspection of said facilities.

Grantor hereby covenants and agrees not to place or construct, nor allow a third party to place or construct, any building or other structure, or store flammable substances, or drill or operate any well, or construct any reservoir or other obstruction within said easement area, or diminish or substantially add to the ground level within said easement area, or construct any fences that will interfere with the maintenance and operation of said facilities.

Grantor further grants to Grantee the right to excavate, grade, and level the ground, including the right to construct, reconstruct, replace (of initial size or any other size), remove, maintain, and inspect walls to maintain the graded slopes for the protection of Grantee's public utility facilities located within the easement area, together with the right to construct and maintain drainage facilities and other appurtenances in connection with the walls.

Grantor further grants to Grantee the right to apportion to another public utility (as defined in Section 216 of the California Public Utilities Code) the right to construct, reconstruct, replace, remove, maintain, inspect, and use the communications facilities within said easement area including ingress thereto and egress therefrom.

The legal description herein, or the map attached hereto, defining the location of this utility easement, was prepared by Grantee pursuant to Section 8730(c) of the Business and Professions Code.

This document may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the land.

Dated _____, _____

<Do not sign, for exhibit purposes only>

[Name of Grantor]

<Do not sign, for exhibit purposes only>

[Name of Grantor]



Save-the-Date for the 2026 NorCal/Nev NAHRO Conference

"Balancing Acts & Big Top Facts: Housing Under the Big Tent"

January 25, 2026 (10:00 AM Start) - Commissioner/Executive Director Session

This course is designed for both new and seasoned Housing Commissioners/Executive Directors of Public Housing Authorities.

Commissioner/Executive Director Training Description Coming Soon!

January 26-27, 2026 (8:00 AM Start) - General Attendee Sessions

Conference Agenda Coming Soon!

Vendors: [Click Here to register \(Vendor Registration Only**\)](#)**

For Poster Contest Rules and Information, please [CLICK HERE](#).

Please follow the link below to book your room at the Napa Valley Marriot Hotel & Spa where the conference will be held. **Attendees and vendors get a special discounted rate until 12/26/2025 so book your rooms now!**

[Click here to book your room \(book by December 26\)](#)

The NorCal/Nevada Chapter promotes professionalism, partnerships, continued learning, networking, and best practices in affordable housing. Come join us in Napa for this Annual Conference.