

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

MEETING AGENDA

June 18, 2020
2:00 p.m.

Coronavirus (COVID-19) Advisory Notice: The health and safety of Butte County residents and community members, public officials and employees is a top priority for the Housing Authority of the County of Butte and the Board of Commissioners.

Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, Board of Commissioners meetings will be closed to the public for the foreseeable future. Members of the Board of Commissioners and HACB staff will be participating either in person or via teleconference. The Board of Commissioners encourages members of the public to participate remotely from a safe location.

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

<https://global.gotomeeting.com/join/794438717>

Dial in instructions:

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

Access Code: 794-438-717

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 marysolk@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. 4778

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR
 - 3.1 Minutes for the meeting of May 21, 2020

3.2	Checks written for:	
3.2.1	Accounts Payable (General) –	\$288,925.25
3.2.2	Accounts Payable (FLH) –	\$62,548.97
3.2.3	Landlords –	\$1,257,875.19
3.2.4	Payroll –	\$117,267.20

3.3 Financial Statements

3.4 Section 8 Housing Choice Voucher Program

3.5 Property Vacancy Report

3.6 Public Housing

3.7 Construction Projects

3.8 Capital Fund Improvement Projects

3.9 Farm Labor Housing Report

3.10 Bond Properties

3.11 Tax Credit Properties

3.12 Other Properties

3.13 Family Self Sufficiency

3.14 Rental Assistance Programs

4. CORRESPONDENCE

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Gridley Farm Labor Housing (FLH) Budget – Adopt FY2021 Gridley Farm Labor Housing Operation Budget.

Recommendation: Resolution No. 4778

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

Recommendation: Resolution No. 4779

- 5.3 1297 Park Avenue – Adoption of 1297 Park Avenue Apartments, Chico – Utility Allowances.

Recommendation: Resolution No. 4780

- #### 5.4 Strategic Asset Plan – Asset Repositioning Status Update.

Recommendation:	Information/Discussion
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- ### 5.5 Development Activity – Status Review.

Recommendation:	Information/Discussion
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- ## 5.6 COVID-19 (Coronavirus) – Agency Response Update.

Recommendation:	Information/Discussion
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6. MEETING OPEN FOR PUBLIC DISCUSSION
7. MATTERS CONTINUED FOR DISCUSSION
8. SPECIAL REPORTS
9. REPORTS FROM COMMISSIONERS
10. MATTERS INITIATED BY COMMISSIONERS
11. EXECUTIVE SESSION
12. COMMISSIONERS' CALENDAR
 - **Next Meeting – July 16, 2020**
13. ADJOURNMENT

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

MEETING MINUTES OF May 21, 2020

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:12 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, This Board of Directors meeting observed "social distancing" protocols, and was conducted via teleconference and web-conference. Meeting notice and public participation was addressed consistent with the State Governor's COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Larry Hamman, Laura Moravec, Rich Ober, and David Pittman.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Chair Moravec inquired about the negative income interest reported on page 19 of the Board packet. Finance Director Kemp replied that item was due to the PARS investment account having negative month/negative earnings.

Commissioner Hamman moved that the Consent Calendar be accepted as presented. Commissioner Pittman seconded. The vote in favor was unanimous.

*Housing Authority of the County of Butte
Board of Commissioners
Minutes –Meeting of April 16, 2020
Page 1*

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Recognition of Commissioner – Commissioner Besser served on the HACB Board of Commissioners for 10 years, her term was up for re-appointment and she chose not to re-new her term. Commissioner Besser is thanked and acknowledged for her steady, loyal presence and service as HACB Commissioners.

RESOLUTION NO. 4775

Commissioner Pittman moved that Resolution No. 4775 be adopted by reading of title only: “RECOGNITION OF COMMISSIONER PATRICIA BESSER”. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.2 Recognition of Commissioner – Commissioner Jones embraced her commissioner trainings, and came a long way to understanding the non-profit world. She served as Commissioner since 2016. She, as well as Commissioner Besser chose not to re-new after serving her last two-year term. Chair Moravec expressed appreciation for both Commissioners, saying they were by far the best Chair Moravec has worked with.

***RESOLUTION NO. 4776 ***

Commissioner Pittman moved that Resolution No. 4776 be adopted by reading of title only: “RECOGNITION OF COMMISSIONER ANNE JONES”. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.3 Section 8 Administrative Plan – The recommended changes to the Administrative Plan address homeless admissions and admissions to those formerly homeless who are ready to move on from their temporary housing/shelter status. The suggested “Homeless Preference” and “Moving Up Preference” policies align with the Continuum of Care’s Coordinated Entry system. The change to the Administrative Plan is considered an extraordinary plan revision, requiring a Resident Advisory Board meeting and 45-day public comment period. Two months ago, the Board of Commissioners authorized the issuance of the draft policy changes for public comment. Section 8 Program Manager, Angie Little informed the Board that no comment was received from either the Resident Advisory Board or the public during the 45-day review period. The partnering agencies, such as the County

*Housing Authority of the County of Butte
Board of Commissioners
Minutes –Meeting of April 16, 2020
Page 2*

Department of Behavioral Health, are eager to utilize these preferences. Staff recommends adoption of the proposed changes to Admin Plan, to be made effective June 1, 2020.

RESOLUTION NO. 4777

Commissioner Anderson moved that Resolution No. 4777 be adopted by reading of title only: “SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (AP)”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.4 Receive and File Proposed Agency Annual and Five-Year Plan –
- 5.5 Receive and File Proposed Public Housing Admissions and Continued Occupancy Policy (ACOP) and Section 8 Administrative Plan (AP) -
HUD annually requires the Housing Authority to update its Five-Year “Agency Plan”; the Public Housing program “Capital Fund Plan(s)”; the Public Housing program “Admissions and Continued Occupancy Policy” (ACOP); and the Section 8 Housing Choice Voucher program “Administrative Plan” (AP). The plan documents must be submitted to HUD for review at least 75 days prior to the end of the Agency’s fiscal year (September 30th). This year the plans must be approved at the July meeting of the Board of Commissioners. Drafts of the plans must be available for public review and comment for 45 days prior to consideration for approval by the Board. The draft plans have already been reviewed by the Resident Advisory Board (RAB). The highlights for each plan/document include: 1) description of progress in meeting HACB’s annual and 5 year goals, 2) award of Project Based Vouchers, and 3) addition of a Transfer Policy in the Section 8 Admin Plan and Public Housing ACOP to address over-housed households in Public Housing.

MOTION

Commissioner Anderson moved to receive and file the draft Agency Annual Plan update, including the revised Public Housing Capital Fund Plan, to authorize publication of Public Notice for public review and comment, and to schedule the Public Hearing for receipt of comment and final adoption of plan documents for July 16, 2020. Commissioner Pittman seconded. The vote in favor was unanimous.

MOTION

Commissioner Hamman moved to receive the draft Public Housing ACOP and draft Section 8 Admin Plan, to authorize publication of Public Notice for public review and comment, and to schedule the Public Hearing for receipt of comment and final adoption of plan documents for July 16, 2020. Commissioner Pittman seconded. The vote in favor was unanimous.

*Housing Authority of the County of Butte
Board of Commissioners
Minutes –Meeting of April 16, 2020
Page 3*

- 5.6 Strategic Asset Plan – Executive Director Mayer provided an update on the strategic asset plan activity. Due to the continued COVID-19 pandemic and associated economic uncertainty, the bond transaction is on hold as such bonds cannot be priced in the markets. He remains hopeful the transaction can occur before the elections in November. The assignment of Cordillera Apartments ownership from BCAHDC to HACB will close June 1st, 2020.
- 5.7 Development Activity – Executive Director Mayer provided a spreadsheet with all the current development activities in the pipeline. There is much affordable housing development opportunity in the area, in part due to federal appropriations from a Sonoma County Congressman - a significant allocation of 9% LITHC's has been appropriated to fourteen disaster-affected counties in California, including Butte County.
- 5.8 COVID-19 (Coronavirus) – Executive Director Mayer discussed the HACB's staff response to the COVID-19 pandemic and associated public health recommendations. In addition, Deputy Director Guanzon presented a Rent Activity Report for each HACB owned/managed. The report reflected rent collection percentages at each property for the months of April and May. Rent collection at HACB properties has been slightly below normal, if at all.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

It was noted that the HACB is aware that four (4) applications for Tenant Commissioner have been received by the County Clerk to date.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – June 18, 2020.**

13. ADJOURNMENT

Commissioner Pittman moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 2:56 p.m.

Dated: May 21, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

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

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
5/1/2020	152523	A-1 Appliance	\$1,346.34
5/1/2020	152524	Advanced Document	\$600.00
5/1/2020	152525	Armed Guard Private Security, Inc	\$300.00
5/1/2020	152526	Asbestos Science Technology	\$3,344.37
5/1/2020	152527	CIC	\$653.90
5/1/2020	152528	COMCAST CABLE	\$317.29
5/1/2020	152529	Clean Master	\$98.00
5/1/2020	152530	Douglas DeSoto	\$438.98
5/1/2020	152531	ECORP Consulting, Inc.	\$18,060.00
5/1/2020	152532	HARSHBARGER ACE HARDWARE	\$19.92
5/1/2020	152533	Nan McKay & Associates, Inc.	\$300.00
5/1/2020	152534	OFFICE DEPOT INC	\$327.76
5/1/2020	152535	S.E.C. 5 Private Security dba	\$3,111.00
5/1/2020	152536	TPx Communications	\$929.21
5/1/2020	152537	Thomas J Griffis	\$1,150.00
5/1/2020	152538	Towne Carpet dba	\$1,515.00
5/1/2020	152539	US Bank	\$256.33
5/1/2020	152540	United States Postal Service (CMRS-FP)	\$3,500.00
5/1/2020	152541	Warren Asbestos Abatement Cont., Inc.	\$3,888.00
5/1/2020	152542	Yuba City	\$76.00
5/1/2020	152543	CALIFORNIA WATER SERVICE	\$48.00
5/1/2020	152544	Gridley Municipal Utilities	\$90.00
5/1/2020	152545	Void / P G & E	\$0.00
5/1/2020	152546	P G & E	\$942.35
5/8/2020	1778	Internal Revenue Service	\$20,580.48
5/8/2020	1779	Employment Development Department	\$3,938.27
5/8/2020	1780	Employment Development Department	\$72.55
5/8/2020	1781	MassMutual Financial Group	\$2,955.00
5/8/2020	1782	CalPERS	\$10,711.09
5/8/2020	1783	CalPERS	\$3,174.38
5/8/2020	152547	A & K Water Works dba	\$700.00
5/8/2020	152548	A-1 Appliance	\$680.89
5/8/2020	152549	Access Information Holdings, LLC.	\$63.11
5/8/2020	152550	Armed Guard Private Security, Inc	\$300.00
5/8/2020	152551	Benefit Resource, Inc.	\$125.00
5/8/2020	152552	Bidwell H2O	\$3,584.75
5/8/2020	152553	Biggs Municipal Utilities	\$2,618.09
5/8/2020	152554	CALIFORNIA WATER SERVICE	\$6,287.08

5/8/2020	152555	CHICO POWER EQUIPMENT	\$94.82
5/8/2020	152556	CIC	\$1,878.50
5/8/2020	152557	CITY OF CHICO (22332)	\$306.30
5/8/2020	152558	COMCAST CABLE	\$217.70
5/8/2020	152559	Chico Autocare	\$1,843.95
5/8/2020	152560	Chico Turf Plus, LLC	\$660.00
5/8/2020	152561	Climate & Energy Solutions	\$149.00
5/8/2020	152562	GreatAmerica Financial Services	\$155.52
5/8/2020	152563	Illustratus	\$113.10
5/8/2020	152564	InterWest Insurance Services, LLC	\$600.00
5/8/2020	152565	J.W. Wood Co., Inc.	\$60.14
5/8/2020	152566	JACKSONS GLASS CO, INC.	\$406.21
5/8/2020	152567	Jiffy Lube, Inc.	\$208.80
5/8/2020	152568	MAINTENANCE PLUS	\$142.95
5/8/2020	152569	MRI Software LLC	\$1,521.45
5/8/2020	152570	Nor-Cal Landscape Maintenance dba	\$11,306.00
5/8/2020	152571	NorthStar	\$1,402.05
5/8/2020	152572	OFFICE DEPOT INC	\$113.58
5/8/2020	152573	Roy V. Peters	\$906.14
5/8/2020	152574	SPRINT	\$65.68
5/8/2020	152575	Staples Business Credit	\$520.51
5/8/2020	152576	Towne Carpet dba	\$2,020.18
5/8/2020	152577	US Bank	\$223.08
5/8/2020	152578	Verizon Wireless	\$1,479.03
5/8/2020	152579	WCP Solutions	\$525.53
5/15/2020	152580	A & K Water Works dba	\$821.00
5/15/2020	152581	Advanced Document	\$56.39
5/15/2020	152582	CALIF. WTR. SER. ORO	\$2,899.75
5/15/2020	152583	COMCAST CABLE	\$325.79
5/15/2020	152584	Clean Master	\$2,572.00
5/15/2020	152585	Cypress Dental Administrators	\$3,573.60
5/15/2020	152586	EAGLE SECURITY SYSTEMS	\$120.00
5/15/2020	152587	Gregory P. Einhorn	\$2,385.00
5/15/2020	152588	Hignell, Inc. dba Experts in Your Home	\$20,040.75
5/15/2020	152589	Industrial Power Products dba	\$1,127.09
5/15/2020	152590	JACKSONS GLASS CO, INC.	\$224.41
5/15/2020	152591	MACS HARDWARE	\$106.82
5/15/2020	152592	MES VISION	\$590.48
5/15/2020	152593	Normac, Inc.	\$180.35
5/15/2020	152594	P G & E	\$3,707.61
5/15/2020	152595	Plan B Professional Answering Services	\$114.00
5/15/2020	152596	RECOLOGY BUTTE COLUSA COUNTIES, INC.	\$4,024.68
5/15/2020	152597	Void / The Home Depot Credit Services	\$0.00
5/15/2020	152598	The Home Depot Credit Services	\$3,683.85

5/15/2020	152599	Thermalito Irrigation	\$335.29
5/15/2020	152600	Towne Carpet dba	\$11,389.95
5/15/2020	152601	Unum Life Insurance Company	\$402.50
5/15/2020	152602	Unum Life Insurance Company	\$526.78
5/15/2020	152603	WASTE MANAGEMENT	\$3,983.13
5/15/2020	152604	WCP Solutions	\$882.24
5/15/2020	152605	Yuba City	\$126.00
5/22/2020	1784	Internal Revenue Service	\$20,609.51
5/22/2020	1785	Employment Development Department	\$72.53
5/22/2020	1786	Employment Development Department	\$3,940.26
5/22/2020	1787	MassMutual Financial Group	\$3,155.00
5/22/2020	1788	CalPERS	\$3,179.76
5/22/2020	1789	CalPERS	\$10,711.09
5/22/2020	152606	Advanced Document	\$172.07
5/22/2020	152607	Void / Anne B. Jones	\$0.00
5/22/2020	152608	Bidwell H2O	\$2,990.00
5/22/2020	152609	David Pittman	\$50.00
5/22/2020	152610	Elizabeth Timmons	\$432.90
5/22/2020	152611	Gridley Municipal Utilities	\$1,202.99
5/22/2020	152612	Larry Hamman	\$50.00
5/22/2020	152613	Laura Moravec	\$50.00
5/22/2020	152614	OFFICE DEPOT INC	\$48.23
5/22/2020	152615	OPER. ENG. LOCAL #3	\$784.00
5/22/2020	152616	P G & E	\$993.42
5/22/2020	152617	Void / Patricia Besser	\$0.00
5/22/2020	152618	Richard H. Ober	\$50.00
5/22/2020	152619	TIAA COMMERCIAL FINANCE, INC	\$143.72
5/22/2020	152620	US Bank	\$175.97
5/22/2020	152621	Valero Marketing & Supply	\$225.30
5/22/2020	152622	Golden State Risk Management Authority	\$27,864.00
5/29/2020	152635	A & K Water Works dba	\$859.00
5/29/2020	152636	AT&T	\$189.30
5/29/2020	152637	Armed Guard Private Security, Inc	\$657.50
5/29/2020	152638	CALIF. WTR. SER. ORO	\$48.14
5/29/2020	152639	CITY OF CHICO (22332)	\$222.17
5/29/2020	152640	COMCAST CABLE	\$114.62
5/29/2020	152641	Celilio Martinez	\$200.00
5/29/2020	152642	Chae Vue*S8/PB	\$68.00
5/29/2020	152643	Chico Turf Plus, LLC	\$85.00
5/29/2020	152644	David Pittman	\$50.00
5/29/2020	152645	EAGLE SECURITY SYSTEMS	\$179.35
5/29/2020	152646	GreatAmerica Financial Services	\$155.52
5/29/2020	152647	HARSHBARGER ACE HARDWARE	\$111.78
5/29/2020	152648	Larry Hamman	\$50.00

5/29/2020	152649	Laura Moravec	\$50.00
5/29/2020	152650	Mervin Valentine*VASHSD	\$100.00
5/29/2020	152651	Nan McKay & Associates, Inc.	\$464.00
5/29/2020	152652	NorthStar	\$2,116.70
5/29/2020	152653	OFFICE DEPOT INC	\$755.04
5/29/2020	152654	P G & E	\$68.09
5/29/2020	152655	Sierra Landscape & Maintenance	\$1,500.00
5/29/2020	152656	Slakey Brothers, Inc.	\$389.33
5/29/2020	152657	Squyres Fire Protection, Inc.	\$459.71
5/29/2020	152658	TPx Communications	\$876.49
5/29/2020	152659	Trites Backflow Services, Inc.	\$181.42
5/29/2020	152660	Umpqua Bank	\$8,878.55
5/29/2020	152661	Verizon Wireless	\$1,259.47
5/29/2020	152662	Warren Asbestos Abatement Cont., Inc.	\$3,712.50
		Total	\$288,925.25

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

Payment Date	Payment Number	Remit to Vendor	Total Check Amt
5/1/2020	1783	HMR Architects, Inc.	\$3,568.82
5/1/2020	1784	J.W. Wood Co., Inc.	\$55.01
5/1/2020	1785	Messenger Publishing Group	\$125.00
5/8/2020	1786	Bertha Silva	\$550.91
5/8/2020	1787	Bidwell Title & Escrow Company	\$230.00
5/8/2020	1788	CIC	\$37.75
5/15/2020	1789	EAGLE SECURITY SYSTEMS	\$90.00
5/22/2020	1790	FedEx	\$17.14
5/22/2020	1791	J.W. Wood Co., Inc.	\$165.04
5/22/2020	1792	P G & E	\$74.83
5/29/2020	1793	HACB	\$57,601.64
5/29/2020	1794	Tri-City Powered Equipment	\$32.83
		Total	\$62,548.97

Housing Authority of the County of Butte
BALANCE SHEET
April, 2020

	Cumulative
ASSETS	
Current Assets	
Cash - Unrestricted	2,646,809.44
Cash - Other Restricted	6,850,167.45
Cash - Tenant Security Deposits	292,490.69
Accounts Receivable - HUD	95,247.09
Accounts Receivable - Other Gov	58,251.82
Accounts Receivable - Misc	172,987.16
Accounts Receivable - Tenants	70,033.62
Accounts Receivable - Fraud	0.00
Note Receivable - Current Portion	7,670.00
Accrued Interest Receivable	74,136.09
Investments - Unrestricted	2,402,021.36
Investments - Restricted	2,044,185.78
Inventories	38,627.18
Prepaid Expenses	202,112.46
Inter-program Due From	152,521.64
Total Current Assets	15,107,261.78
Fixed Assets	
Fixed Assets & Accumulated Depreciation	20,673,279.66
Total Fixed Assets	20,673,279.66
Other Non-Current	
Notes Loans & Mortgages Receivable	1,903,770.58
Deferred Outflows - GASB 68 & 75	719,281.20
Safety Deposit Box, Key Deposit	10.00
Investment in Limited Partnerships	3,381,373.55
Total Other Non-Current	6,004,435.33
TOTAL ASSETS	41,784,976.77
LIABILITIES	
Current Liabilities	
Accounts payable	140,256.84
Accrued Payroll Liabilities	180,255.11
Accrued Interest Payable	121,012.44
Tenant Security Deposits	295,969.55
Deferred Revenue	231,711.73
Payable to HUD	0.00
Long Term Debt - Current Portion	521,120.40
Accrued Liabilities - Other	134,324.64
Inter-program Due To General Fund	152,521.64
Total Current Liabilities	1,777,172.35
Long-Term Liabilities	
Deferred Outflows - GASB 68 & 75	369,967.99
Other Post Retirement Ben-Net GASB 75	187,528.00
Unfunded Pension Liability - GASB 68	3,240,458.00
Long-Term Debt	3,506,402.76
Non-Current Liability- Other (FSS)	85,274.97
Total Long-Term Liabilities	7,389,631.72
TOTAL LIABILITIES	9,166,804.07
NET POSITION	
Beginning Net Position	26,676,190.09
Retained Earnings	5,941,982.61
TOTAL NET POSITION	32,618,172.70
TOTAL LIABILITIES AND NET POSITION	41,784,976.77

HOUSING AUTHORITY of the COUNTY of BUTTE
CONSOLIDATED INCOME STATEMENT
October 1, 2019 to April 30, 2020

	Month to Date			Year to Date			58.3%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
REVENUE							
NET DWELLING RENT	275,200	270,021	-5,179	1,933,375	3,240,254	1,306,879	59.7%
TENANT CHARGES	2,751	7,088	4,338	65,781	85,060	19,279	77.3%
LAUNDRY REVENUE	2,198	2,612	414	16,830	31,344	14,514	53.7%
HUD GRANT REVENUE	1,554,770	1,552,637	-2,133	10,389,999	18,631,648	8,241,648	55.8%
OTHER GRANT REVENUE	38,941	30,000	-8,941	245,515	360,000	114,485	68.2%
MORTGAGE INTEREST INCOME	6,062	6,111	48	42,437	73,330	30,893	57.9%
FRAUD RECOVERY	1,907	2,833	926	26,537	34,000	7,463	78.1%
OTHER INCOME	34,314	39,198	4,884	224,905	470,372	245,467	47.8%
INVESTMENT INCOME-unrestricted	2,800	3,984	1,184	28,025	47,812	19,787	58.6%
INVESTMENT INCOME-restricted	20	1,304	1,284	1,523	15,650	14,127	9.7%
TOTAL REVENUE	1,918,963	1,915,789	-3,174	12,974,927	22,989,470	10,014,543	56.4%
EXPENSES							
ADMIN. EMPLOYEE SALARIES	145,372	158,721	13,349	1,093,731	1,904,650	810,919	57.4%
AUDIT FEE	0	2,609	2,609	7,350	31,310	23,960	23.5%
ADVERTISING & MARKETING	125	941	816	2,565	11,286	8,721	22.7%
PR TAXES & BENEFITS-ADMIN	69,952	82,461	12,509	520,696	989,526	468,830	52.6%
OFFICE EXPENSES	18,629	24,078	5,449	135,594	288,936	153,342	46.9%
LEGAL EXPENSES	2,385	2,067	-318	12,599	24,800	12,201	50.8%
TRAVEL	-731	2,975	3,706	15,261	35,700	20,439	42.7%
ALLOCATED OVERHEAD	0	0	0	0	0	0	0.0%
OTHER ADMIN. EXPENSE	20,765	31,083	10,318	202,297	372,999	170,702	54.2%
TOTAL ADMIN. COSTS	256,497	304,934	48,437	1,990,093	3,659,207	1,669,114	54.4%
TENANT SERVICES-SALARIES	4,676	3,777	-900	32,764	45,320	12,556	72.3%
RELOCATION COSTS	0	0	0	0	0	0	0.0%
EMP. BENEFITS-TENANT SVCS	644	1,612	968	5,569	19,343	13,774	28.8%
TENANT SERVICES-MISC.	319	2,930	2,611	19,122	35,165	16,043	54.4%
TOTAL TENANT SERVICES	5,639	8,319	2,680	57,455	99,828	42,373	57.6%
WATER	20,142	14,257	-5,885	116,853	171,081	54,228	68.3%
ELECTRICITY	5,741	9,029	3,288	48,903	108,345	59,442	45.1%
GAS	726	1,665	940	9,469	19,981	10,512	47.4%
SEWER	15,516	15,567	51	107,669	186,807	79,138	57.6%
TOTAL UTILITIES-PROJECT	42,125	40,518	-1,607	282,894	486,213	203,319	58.2%
MAINTENANCE SALARIES	28,977	29,142	165	210,457	349,700	139,243	60.2%
MAINTENANCE MATERIAL	2,941	13,429	10,488	77,212	161,150	83,938	47.9%
MAINTENANCE CONTRACT COSTS	62,204	78,863	16,659	496,035	946,358	450,323	52.4%
PR TAXES & BENEFITS-MAINT	17,176	16,686	-490	124,106	200,234	76,128	62.0%
TOTAL MAINTENANCE	111,298	138,120	26,822	907,810	1,657,442	749,632	54.8%
PROTECTIVE SERVICES	3,561	4,478	917	25,298	53,740	28,442	47.1%
INSURANCE-ALL	22,622	23,155	533	158,022	277,854	119,832	56.9%
OTHER GENERAL EXP	9,934	9,167	-767	74,064	110,000	35,936	67.3%
P.I.L.O.T.	13,663	10,258	-3,405	74,592	123,100	48,508	60.6%
BAD DEBTS - TENANTS	0	4,817	4,817	0	57,800	57,800	0.0%
INTEREST EXPENSE	1,422	11,378	9,956	9,972	136,541	126,569	7.3%
TOTAL OTHER OPERATING EXP.	51,202	63,253	12,050	341,949	759,035	417,086	45.1%
EXTRAORDINARY MAINT.	0	0	0	0	0	0	0.0%
CASUALTY LOSSES	-13,429	0	13,429	11,112	0	-11,112	0.0%
HOUSING ASSIST PAYMENTS	1,245,300	1,261,798	16,498	8,388,098	15,141,578	6,753,480	55.4%
HAP - PORTS IN	0	0	0	0	0	0	0.0%
FRAUD LOSSES	0	833	833	0	10,000	10,000	0.0%
TOTAL OTHER COSTS	1,231,871	1,262,632	30,761	8,399,211	15,151,578	6,752,367	55.4%
TOTAL EXPENSES	1,698,633	1,817,775	119,142	11,979,411	21,813,303	9,833,892	54.9%
RETAINED EARNINGS 1	220,330	98,014	-122,316	995,516	1,176,166	180,651	84.6%
+/- REPL. RESERVE ² (NET)	-3,741	2,482	6,223	-26,172	29,780	55,952	-87.9%
+ USDA GRANT FUNDS ¹	6,000,000	500,000	-5,500,000	6,000,000	6,000,000	0	100.0%
- DEBT SERVICE PMTS (BONDS&USDA) ³	-17,111	-21,278	-4,167	-1,454,777	-255,332	1,199,445	569.8%
+/- GAIN/LOSS on PARS TRUST ACCT ¹	131,448	0	0	-49,985	0	49,985	0.0%
- CAPITALIZED ASSETS	-39,622	-580,771	-541,149	-498,189	-6,969,254	-6,471,064	7.1%
+/- ACCR. INTEREST	-33,254	-5,566	27,688	-64,100	-66,789	-2,689	96.0%
NET CASH FLOW	6,258,050	-7,119	-6,133,721	4,902,293	-85,428	-4,987,721	-5738.5%

1 RE+USDA Grant Funds +/- PARS Interest-Depreciation =Balance Sheet \$5,941,983

2 Replacement Reserve deposits net of withdrawals

3 Includes \$1,335,000 Bond pay-off & USDA debt payments

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM
CALENDAR YEAR 2020**

1,043,423 991,520 866,555

HCV FSS GRANT (old)	133,872	FY 2020 ADMIN FEES	-131,449
PHA HELD HAP-current	80,742	POST-2003 ADMIN FEES	911,144
HUD HELD HAP@12/31/19	1,969,701	INV. IN CAP ASSETS	139,815

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	950,541	895,130	846,053	723,914	0	0	0	0	0	0	0	0	950,541
BEG. INVESTED IN CAPITAL ASSETS	151,119	148,293	145,467	142,641	0	0	0	0	0	0	0	0	151,119
HUD ADMIN FEE REVENUE	113,933	113,933	115,498	115,498	0	0	0	0	0	0	0	0	458,862
FRAUD RECOVERY	1,522	1,779	3,749	954	0	0	0	0	0	0	0	0	8,003
INTEREST INCOME / GAIN or LOSS INV	4,691	-34,807	-105,074	66,376	0	0	0	0	0	0	0	0	-68,814
DEPRECIATION (reduces Capital Assets)	-2,826	-2,826	-2,826	-2,826	0	0	0	0	0	0	0	0	-11,304
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE EXPENDITURES	-175,557	-129,982	-136,312	-127,046	0	0	0	0	0	0	0	0	-568,897
ENDING ADMIN RESERVE BALANCE	1,043,423	991,520	866,555	919,510	0	0	0	0	0	0	0	0	919,510
YTD Change in Admin.	-58,237	-110,140	-235,105	-182,150									-182,150
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	47,004	34,095	11,127	17,708	0	0	0	0	0	0	0	0	47,004
HUD HAP REVENUE	1,199,301	1,178,001	1,230,710	1,285,498	0	0	0	0	0	0	0	0	4,893,510
FRAUD RECOVERY	1,522	1,779	3,749	954	0	0	0	0	0	0	0	0	8,003
FSS FORFEITURES	0	754	0	5,425	0	0	0	0	0	0	0	0	6,179
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0	0	0	0	0
HOUSING ASSISTANCE PAYMENTS	-1,213,732	-1,203,502	-1,227,878	-1,228,843	0	0	0	0	0	0	0	0	-4,873,954
ENDING HAP RESERVE BALANCE	34,095	11,127	17,708	80,742	0	0	0	0	0	0	0	0	80,742
YTD Change in HAP	-12,909	-35,877	-29,296	33,738									33,738
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,244,202	1,244,202	1,244,202	1,244,202									4,976,808
HAP EXPENDITURES (Current Month)	1,206,873	1,207,189	1,217,341	1,220,092									4,851,495
CY 2020 HAP BUDGET UTILIZATION	97%	97%	98%	98%									97%
BUDGET AVAILABLE (YTD)	1,244,202	2,488,404	3,732,606	4,976,808									4,976,808
TOTAL HAP EXPENDITURES (YTD)	1,206,873	2,414,062	3,631,403	4,851,495									4,851,495
BUDGET REMAINING (YTD)	37,329	74,342	101,203	125,313	-	-	-	-	-	-	-	-	125,313
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,924	1,928	1,940	1,937									7,729
UNIT MONTH'S AVAILABLE	2,206	2,206	2,206	2,206									8,824
OVER or (UNDER) LEASED	-282	-278	-266	-269	0	0	0	0	0	0	0	0	-1,095
CY 2020 VOUCHER UTILIZATION	87%	87%	88%	88%									88%
CY 2019 VOUCHER UTILIZATION	80%	81%	82%	82%	83%	84%	85%	86%	86%	86%	86%	87%	84%
CY 2020 AVERAGE HAP	627	626	627	630									628
CY 2019 AVERAGE HAP	520	531	537	546	559	563	574	584	590	607	604	607	569

Notes: Post-2003 Admin Fees include 2011 HAP Set-Aside of \$290,786

CY 2020 HAP Budget Estimate = \$12,960,724 Renewal + \$1,969,701 Reserves subject to final 2019 reconciliation

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

HOUSING CHOICE VOUCHER (SECTION 8)

UTILIZATION SUMMARY REPORT

ROLLING 12 MONTH ANALYSIS

UNITS LEASED SUMMARY	JUN'20	MAY'20	APR'20	MAR'20	FEB'20	JAN'20	DEC'19	NOV'19	OCT'19	SEP'19	AUG'19	JUL'19
BUTTE												
ACC UNIT MONTHS	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1746	1769	1768	1773	1762	1756	1739	1736	1728	1718	1720	1712
VOUCHER UTILIZATION %	89.31%	90.49%	90.43%	90.69%	90.13%	89.82%	88.95%	88.80%	88.39%	87.88%	87.98%	87.57%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	60	61	61	61	60	59	59	60	60	61	62	62
VOUCHER UTILIZATION %	68.97%	70.11%	70.11%	70.11%	68.97%	67.82%	67.82%	68.97%	68.97%	70.11%	71.26%	71.26%
VASH												
ACC UNIT MONTHS	164	164	164	164	164	164	164	164	164	164	164	164
CURRENT LEASED	104	104	104	102	102	105	109	111	109	110	109	109
VOUCHER UTILIZATION %	63.41%	63.41%	63.41%	62.20%	62.20%	64.02%	66.46%	67.68%	66.46%	67.07%	66.46%	66.46%
TOTAL												
ACC UNIT MONTHS	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206	2206
CURRENT LEASED	1910	1934	1933	1936	1924	1920	1907	1907	1897	1889	1891	1883
VOUCHER UTILIZATION %	86.58%	87.67%	87.62%	87.76%	87.22%	87.04%	86.45%	86.45%	85.99%	85.63%	85.72%	85.36%

HAP SUMMARY*	JUN'20	MAY'20	APR'20	MAR'20	FEB'20	JAN'20	DEC'19	NOV'19	OCT'19	SEP'19	AUG'19	JUL'19
ACC BUDGET	\$ 1,221,294	\$ 1,183,746	\$ 1,285,498	\$ 1,230,710	\$ 1,178,001	\$ 1,199,301	\$ 1,178,797	\$ 1,148,360	\$ 1,141,037	\$ 1,018,137	\$ 1,055,870	\$ 1,104,170
ACTUAL HAP	\$ 1,192,969	\$ 1,192,231	\$ 1,213,390	\$ 1,204,991	\$ 1,203,599	\$ 1,205,684	\$ 1,161,467	\$ 1,147,911	\$ 1,133,319	\$ 1,120,070	\$ 1,105,359	\$ 1,077,250
PER UNIT COST	\$ 625	\$ 616	\$ 628	\$ 622	\$ 626	\$ 628	\$ 609	\$ 602	\$ 597	\$ 593	\$ 585	\$ 572
BUDGET UTILIZATION %	97.68%	100.72%	94.39%	97.91%	102.17%	100.53%	98.53%	99.96%	99.32%	110.01%	104.69%	97.56%

ACTIVITY SUMMARY	JUN'20	MAY'20	APR'20	MAR'20	FEB'20	JAN'20	DEC'19	NOV'19	OCT'19	SEP'19	AUG'19	JUL'19
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	126	143	146	155	150	149	137	127	124	120	115	111
ZERO HAP	12	12	9	15	15	19	19	16	13	15	18	14
UTILITY ASSISTANCE PAYMENTS	80	78	67	66	67	68	72	73	71	70	75	45
NEW ADMISSIONS	**	5	22	29	33	22	18	18	24	24	28	29
INITIAL VOUCHERS SEARCHING	98	108	127	147	176	159	174	224	174	185	183	158
ACTUAL/ESTIMATED EOP	18	25	10	25	16	14	15	15	14	26	16	18
REMAIN ON WAITING LIST	3417	3434	3492	3532	3696	4032	4099	4172	4195	4399	733	1403

*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
2020**

HOUSING AUTHORITY OWNED PROPERTIES												
	Gridley FLH		Open Market Units			Bond Properties						
Location	FLH	Demo	Locust	Gridley Springs II	Other	Alamont	Evanswood	Kathy Ct	Lincoln	Park Place	Total	Occupancy
# of Units	115*	7	10	24	3	30	27	12	18	40	127	%
Jun-19	23**	0	0	1	0	0	1	12***	1	1	3	97.6%
May-20	23**	0	0	0	0	0	0	12***	1	0	1	99.2%
Apr-20	22**	0	0	0	0	1	0	12***	0	0	1	99.2%
Mar-20	19**	0	0	0	0	1	0	12***	0	0	1	99.2%
Feb-20	19**	0	0	0	0	2	1	12***	0	0	3	97.6%
Jan-20	18**	0	0	0	0	3	2	12***	1	0	6	95.3%
Dec-19	17**	0	0	0	0	0	2	12***	1	0	3	97.6%
Nov-19	16**	0	0	0	0	1	0	12***	0	1	2	98.4%
Oct-19	15**	0	0	0	0	1	0	12***	0	0	1	99.2%
Sep-19	13**	0	0	0	0	2	0	12***	0	0	2	98.4%
Aug-19	12**	0	0	0	0	1	0	12***	0	0	1	99.2%
Jul-19	12**	0	1	0	0	0	0	12***	0	0	0	100.0%

* Unit count adjusted by units offline - (6) uninhabitable and (9) less units due to rehab reconfiguration.

** Vacancy rate does not include units offline for construction; (14) units.

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

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Jun-19	1	0	3	0	1	2	0	7	98.0%
May-20	1	1	3	2	0	1	1	9	97.4%
Apr-20	0	1	2	1	0	2	1	7	98.0%
Mar-20	0	2	1	2	0	2	1	8	97.7%
Feb-20	0	2	2	1	1	1	1	8	97.7%
Jan-20	0	3	2	1	0	2	0	8	97.7%
Dec-19	0	2	2	0	0	2	1	7	98.0%
Nov-19	0	2	2	1	0	1	2	8	97.7%
Oct-19	1	3	2	1	3	0	3	13	96.2%
Sep-19	1	1	2	0	3	1	0	8	97.7%
Aug-19	1	1	2	1	3	1	0	9	97.4%
Jul-19	0	0	0	0	2	1	1	4	98.8%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Jun-20	2
May-20	1
Apr-20	2
Mar-20	2
Feb-20	3
Jan-20	3
Dec-19	3
Nov-19	3
Oct-19	3
Sep-19	2
Aug-19	2
Jul-19	3

BCAHDC					
Location	Cordillera	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	20	107	32	90	56
Jun-20	0	2	0	1	0
May-20	0	1	0	3	0
Apr-20	0	1	0	1	0
Mar-20	0	2	0	1	0
Feb-20	1	1	0	2	0
Jan-20	0	0	0	0	0
Dec-19	0	0	2	1	0
Nov-19	1	1	1	3	0
Oct-19	1	1	1	1	0
Sep-19	0	1	1	0	0
Aug-19	0	2	1	1	1
Jul-19	0	2	1	1	0

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	1/18 Transfer list	3+	290	8+	199	8+
2	236	7+			141	6+
3	54	3+	26	3+	27	4+
4	19	5+			16	3+
5					4	5+

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

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

Waiting List: Number of ADA Requested Units

Bedroom Size	Chico	# PH	Oroville	# PH	Gridley/Biggs	# PH
1	0	3	29		17	2
2	3	7			3	
3	2	2	2	6	0	
4	0	4+			0	
5					0	

MEMO

Date: June 12, 2020

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Status of HACB Construction Projects

As of June 12, 2020, the status of HACB construction activity follows:

- Public Housing – All sites. Abatement and replacement of asbestos-containing floor tiles; thirteen (13) units have been completed during the 2019/2020 fiscal year to date; 112 of 232 Public Housing units have been completed overall.
- Public Housing – All Sites. Five-year Environmental Review, A project has been organized to perform required environmental review of improvement and maintenance projects planned for the next five-year period for all Public Housing sites. Draft documents have been completed and are being organized for HUD review.
- Public Housing – Energy Conservation. Electrical Fixture replacements in planning, project bidding planned for summer of 2020.
- Public Housing- All Sites. Refrigerator Replacement, a project to replace (124) Refrigerators that have reached the end of their useful life. Project scheduled to begin June/early July 2020.
- Public Housing – Sewer Lateral Investigations, Projects 43-1A, 43-1B, 43-04, 43-2A & 2B – Investigate and prioritize the repair and replacement of deteriorating sewer line laterals serving the Gridley and Biggs concrete block units. Project construction site work is 95% complete; emergency sewer line repairs underway, with expected completion at the end of June.
- Public Housing – 115 Nelson Avenue Community Room & Maintenance Shop, Window and Door Security Improvements, install exterior window and door security screens throughout building to address ongoing vandalism. Contract awarded, project scheduling underway.
- Public Housing – Landscape Improvements (43-13) Shelton Oaks and Rhodes Terrace. A project is being organized to replace landscape at Shelton Oaks with new hardscape, drought tolerant plants, replace irrigation, and replace site signage. Rhodes terrace improvements will include site signage replacement, perimeter fence brush removal, site drainage improvements, and selective plant infill.

- Farm Labor Housing – Combined Phase II & III Rehab. Pre-Construction contract administration work is underway. The project Pre-Construction meeting is scheduled to be held on June 22nd, and J. Walt Construction is schedule to begin Phase II & III site construction during early July.
- HACB Main Office – Virus Mitigation and Security Improvements. A project is being organized to address virus mitigation and building security improvement needs at the 2039 Forest Avenue office.
- Walker Commons – Architectural design for project siding, PTAC unit, window, and path of travel replacements are currently in planning for Strategic Asset Plan work.
- Demonstration Units – A project has been organized to perform exterior weatherization and lead paint stabilization at the six (6) Gridley “Demonstration” units. This project involves removal and replacement of deteriorated siding as needed, removal and replacement of deteriorated gutter systems, encapsulation of exterior lead paint, and exterior painting of units. HACB maintenance staff has completed exterior weatherization work at the 830 E. Gridley Road trailer, which included partial roof replacement, roof resealing, skirting replacement, dry rot replacement, and full exterior paint.
- Kathy Court Apts, Paradise – HACB has been working with the Paradise, Community Development Director regarding redevelopment options for the property. Based on the underlying single-family zoning and existing septic system, redevelopment of the property as multi-family must be accomplished within the original footprint and original overall square footage of the structures that were lost. Phase I of site redevelopment includes septic system evaluation and procurement of the project Architect. The septic system inspection is currently underway with results pending. Procurement of the project Architect will follow the septic system evaluation. Prospects for financing is unaddressed at this time.
- 2131 Fogg Avenue – Small House Development Initiative. HMR Architects (HMR) has been retained to provide schematic design and feasibility plan options for the site. These plans will be based on “small house” (one and two bedroom) manufactured home designs that were originally developed by the Stanislaus Housing Authority in seeking ways to reduce housing development costs. HMR is the architect that generated the Stanislaus work; they are scheduled to begin work on this project during early July.

12 Month HACB Project Schedule - June 12, 2020

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21
	FLH														
1		Phase (II & III) Combined Unit Rehab - Re-design	\$199,637.00												
1		Phase (II & III) Combined Unit Rehab - Bidding and CM	\$23,300.00												
1		Phase (II & III) Combined Unit Rehab - Construction (11 Buildings)	\$6,140,849.00												
1		Well 1,2,3 TCP Water Contaminate Corrective Action Plan Rev 2	\$26,030.00												
3		Admin Building- Gutters, Downspout, Paint	\$35,000.00												
1		FLH - Tree Maintenance	\$75,000.00												
1		Demo Units - Siding & Paint	\$128,000.00												
	Public Housing														
2		Energy Performance - Electrical	\$254,380.00												
2		Appliance Replacements (Refrigerators)	\$85,153.78												
3		ADA Units upgrade (43-10)	\$213,000.00												
1		Sewer Lateral Replacement 43-1A,1B, 04, 03	\$86,000.00												
1		Sewer Lateral Investigation and Replacement 43-01A,1B, 4, 2A, 2B	\$188,668.00												
1		ACM Tile Abatement	\$58,484.00												
1		115 Nelson Ave. Security and Site Improvements	\$28,161.08												
1		Landscape Improvemtns (43-13 Shelton Oaks and Rhodes Terrace	\$200,000.00												
4		Oro Dam Wall	\$250,000.00												
3		PH Capital Fund Energy Audit	\$13,000.00												
3		PH Capital Fund Environmental Review	\$75,052.20												
	Chico Commons														
1		Gutters and Downspout Replacement	\$36,177.00												
1		Exterior Building Paint	\$176,418.00												
2		HVAC Replacements	\$300,000.00												
3		Cabinets, Interior Work	\$200,000.00												
	Walker Commons														
2		Architecture: Window, HVAC, Siding Repl.	\$35,000.00												
3		Siding Repl/ Gutter and Downspout Repl/ Window Upgrade	\$225,000.00												
3		HVAC	\$89,000.00												
3		ADA Path of Travel	\$95,000.00												
	DAC's Reports														
1		Update ALL reports in ALL projects	\$1,200.00												
	Evanswood HOA														
	Alamont	Pending Bond Issuance													
	Evanswood Apts	Pending Bond Issuance													
	Lincoln Apts.	Pending Bond Issuance													
	Park Place Apts.	Pending Bond Issuance													
	Cordillera Apts.	Pending Bond Issuance													
	Locust Apts.	Pending Bond Issuance													
	Kathy Court Apts.														
	2039 Forest Avenue														
1		Virus Mitigation and Security Improvements	\$130,000.00												
Total next 12 months			\$9,367,510.06												



Design/Bid Phase
Construction Phase
Completed

501-18	
Obligation Start:	5/29/2018
Obligation End:	5/28/2021
Disbursement End:	5/28/2023
501-19	
Obligation Start:	4/16/2019
Obligation End:	4/15/2022
Disbursement End:	4/15/2024
501-20	
Obligation Start:	4/6/2020
Obligation End:	4/5/2023
Disbursement End:	4/5/2025

MEMO

Date: June 12, 2020

To: HACB Board of Commissioners

From: Jerry Martin, Modernization Coordinator

Subject: Public Housing - Capital Fund Status Report

Capital Fund 501-18, Funding Amount \$817,783

This Capital Fund is 96% obligated and 75% expended. Projects Include:

- **ACM Tile Replacement** – All concrete-block units – ongoing, six (6) units have been completed to date.
- **Five-year Environmental Review** – All Public Housing Units, perform required CFR 24 Part 58 Environmental Review of improvement and maintenance projects planned for the next five-year period, project underway.
- **Bathroom Tub/Shower Remodel** – Select concrete block units, (10 units est.) – ongoing
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Sewer Service Line Investigation and Replacements** – Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B), Project construction is approximately 95% complete, with emergency sewer line repairs scheduled for completion during June.
- **HVAC Replacements** – 43-03, Replace three (3) gas/electric package HVAC units. Project is complete.
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to full accessibility standards, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, refrigerator replacement project, Purchase Order issued, project scheduled to begin during early June.
- **Resurfacing of Roadways** – Rhodes Terrace, Shelton Oaks (43-13), Winston Gardens (43-10), Gardella (43-14), Hammon Park, Oro Dam Blvd (43-15), Project is complete.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming and miscellaneous improvements addressed in DAC report, ongoing.

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

This Capital Fund is 17% obligated and 5% expended. Projects Include:

- **ACM Tile Replacement** – All concrete-block units – ongoing, four (4) units have been completed to date.
- **Five-year Environmental Review** – All Public Housing Units, perform required CFR 24 Part 58 Environmental Review of improvement and maintenance projects planned for the next five-year period, project underway.

- **Bathroom Tub/Shower Remodel** – Select concrete block units – ongoing
- **Kitchen Remodel** – Select units – ongoing
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units to be upgraded to full accessibility standards, in planning.
- **HVAC Replacements** – Replace failing gas/electric package HVAC units, ongoing
- **Sewer Service Line Replacements** – Chico, Gridley and Biggs CMU units (43-01A, 01B, 04, 02A, 02B, 03), in planning.
- **Landscape Upgrades** – Landscape replacement, Shelton Oaks 43-13, in planning.
- **Landscape Upgrades** – Individual Water Meter replacement for Gridley Units (43-1A, 1B 04), in planning.
- **Window and Door Security Screen Improvements** – 115 Nelson Avenue Community Room & Maintenance Shop, Installation of window and door security screens to prevent vandalism, contract awarded, project scheduling underway.

Capital Fund 501-20, Funding Amount \$869,023

Disbursement of this Capital Fund pending HUD approval.

- Annual Contribution Contract Amendment submitted to HUD for grant acceptance.
- HUD funding has been disbursed, program ready for implementation.
- 2020-2024, Capital Fund 5-Year Action Plan approval process underway. Required Resident Advisory Board, Public Meeting has been completed.
- Board of Commissioners consideration of 2020-2024, Capital Fund 5-Year Action Plan scheduled for July 2020.

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 06-12-2020

Capital Funds 501-18, 501-19 and 501-20

			501-18 (Revision #1, 10-30-2018)				501-19				501-20				Totals			
			Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Orig/Revised	Expended	Balance	
Line No.	Summary by Development Account																	
	Total Non-CGP Funds																	
1	100	Reserved Budget	9,226	0			4,455				869,023				873,478	0	873,478	
2	1406	Operations (20%)	27,875	27,875			28,811								56,686	0	56,686	
3	1408	Management Improvements	2,000	2,000			2,000								4,000	0	4,000	
4	1410	Administration (10%)	80,855	81,778	81,778	81,778	80,842		80,842	15,404.39					162,620	97,182	65,438	
5	1480	Audit	2,000	2,000			2,000								4,000	0	4,000	
7	1480	Fees and Costs	55,120	55,120	100,949	71,123	75,120								130,240	71,123	59,117	
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment																
17	1480	Relocation Costs	637,207	645,510	605,181	463,130.95	616,153		56,570	28,465					1,261,663	491,596	770,067	
16	1492	Move to Work Demonstration	3,500	3,500			3,500								7,000	0	7,000	
18	1501	Moving To Work Demonstration													0	0	0	
19	1503	Collator Exp/Debt Svc													0	0	0	
20	1504	RAD-CFP													0	0	0	
21	9000	RAD Investment Activity													0	0	0	
22	9001	Debt Reserves													0	0	0	
23	9002	Bond Debt Obligation													0	0	0	
24	9900	Post Audit Adjustment													0	0	0	
			817,783	817,783	787,908.00	616,032	812,881	0	137,412	43,869	869,023	0	0	0	2,499,687	659,901	1,839,786	
			96%				75%				17%				5%			
															0%			
															0%			

MEMO

Date: June 12, 2020

To: HACB Board of Commissioners

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

Subject: Farm Labor Housing, Gridley – status report

As of June 1, 2020, the total of occupied units on the property remains at (74), none of which are *FEMA evacuees*. We have sixteen (16) units that are offline because they fall in Phases II and III of the rehab effort, eight (8) units are deemed uninhabitable, and twenty-three (23) units that are available for occupancy. We had (1) move-in last month, but it was offset by a resident who moved out due to purchasing a house. However, we do anticipate (1-2) applicants moving in before the end of this month. There are currently six (6) applicants on our waiting list. There are no intent to vacate notices or unlawful detainers at this time. Our goal and number one priority continue to be renting out all habitable units on the property.

Our maintenance staff is now completing work orders that are considered routine, and will use personal protective equipment (PPE), including mask, gloves, goggles, etc. for their protection, as well as that of our residents. Our office continues to be closed to the public, but residents have adapted well and have been communicating with staff via phone and email. We will continue to inform our residents moving forward of any agency changes necessitated by the COVID-19 pandemic.

On-site security is reporting no significant issues on the property at this time. Maintenance staff and the Resident Manager continue to work on vacancy make-readies. Sierra Landscaping is now serving the landscape maintenance needs of the property. We are in the process of contacting vendors to obtain proposals to address many of the trees considered to be top-heavy or potential safety hazards within the property, and anticipate this project starting before the end of the month.

Monthly food distribution was held on June 9, 2020 from 5-8 pm in the Community Room; to help ensure the safety of our residents all of the food was pre-packaged and distributed by staff wearing PPE. Promotores, along with the E-Aprende staff, are still not meeting with our residents, as their respective programs are on hold in working through the pandemic.

Mi C.A.S.A. staff are taking the preparatory steps needed in order to hold classes for the summer. Mi C.A.S.A. will be following all guidelines outlined by Butte County Public Health for all school-based programs in dealing with the prevention and spread of COVID-19. The summer school classes are tentatively scheduled to run from June 22, 2020 through August 7, 2020.

Subsequent to the Board's contract authorization last month, the construction contract for the approximately \$6 million Phase II and III remodeling was formally awarded and is being prepared for Contractor signature. Phases II and III include nineteen (19) buildings, in which

thirty-eight (38) units are scheduled to be converted to thirty-one (31) units. Construction is anticipated to start sometime mid- to late-June 2020.

The levee taking transaction is now at Title, having secured approval documents from both USDA-RD and State HCD. The last Title exceptions are being addressed. Proceeds, in the amount of \$66,450, will be directed toward the property's rehab efforts.

Without engaging management whatsoever, a number of FLH residents have made complaint about FLH water quality to the State Water Board, an action which precipitated County Public Health investigation. The County found nothing to support the complaint. The property has been subject to a State-approved investigation regarding the presence of 1-2-3 TCP, a chemical regulated by the State. The HACB is working in conjunction with the State Water Board, Butte County Environmental Health, North Star Engineering, A&K Waterworks (our small water operator for the wells), and an outside water consultant procured thru North Star Engineering, to address the potential presence of 1-2-3 TCP, as well as answer resident complaints about water quality. The last 1-2-3 TCP test results just came in; once again, there was "No Detection" of the chemical whatsoever.

Finally, HACB has been developing FLH's annual budget for the 2020-21 operating year. USDA has encouraged the increase of rents to address cash flow (something that is price neutral to the residents because of the USDA Rental Assistance provided the tenants), and has also opened to the idea that our project management of the Rehab work can be compensated. HACB has submitted a proposal to USDA for project management fees that would cover the work of HACB's Contracting and Procurement personnel.

MEMO

Date: June 12, 2020

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – Bond Portfolio (Series 2000A Bonds)

- Alamont Apartments, Chico (30 units, family)
- Lincoln Apartments, Chico (18 units, family)
- Kathy Court Apartments, Paradise (12 units, family)
- Evanswood Estates, Oroville (27 units, family)
- Park Place Apartments, Oroville (40 units, senior)

For Alamont, Lincoln, Kathy Court, Evanswood and Park Place Apartments, please also see monthly reports provided by the property manager, RSC Associates Inc., following this memo.

Alamont Apartments, Chico – As of June 1st there are no vacancies. The property continues to perform consistent with budget.

Evanswood Apartments, Oroville – This property currently has one (1) vacancy. The complex continues to perform per budget. The units need repair and upgrade to its exterior envelope and to ensure there is no water intrusion. The exterior building work will most likely occur when the property is repositioned through our asset management work.

Kathy Court Apartments, Paradise – Kathy Court, burnt to the ground in the Disaster, has been cleared, yet its 12-unit septic system. A claim against PG&E has been made for the difference between insurance proceeds and the estimated cost of replacement; the claim is subject to bankruptcy court proceeding. Organizational work is being completed to retain an architect to redesign the lost structures. A renewal of the septic system certification has been authorized.

Lincoln Apartments, Chico – Lincoln Apartments has one (1) vacancy as of the 1st of June. Capital improvement work continues to be considered, including upgrade of the 2nd level walkway assembly, including surfacing, soffit ting, railings, and stairways. Exterior painting will follow the walkway improvements, and parking lot repair is planned for this year. The walkway work will most likely occur when the property is repositioned thru our asset management work.

Park Place Apartments, Oroville – The property has one (1) vacancy as of June 1st.

Note, the 2000A Bond Series debt has been fully redeemed, there is no debt being serviced by these properties. Investment-grade physical needs assessments (PNA's) and appraisals have been completed for these properties, in anticipation of their re-finance. Two other properties have been added for inclusion in this re-finance effort: the Locust Street Apartments, Chico, and Cordillera Apartments, Chico (just transferred to HACB ownership, June 1st).

Until the refinance effort is completed, and there exists another “bond portfolio”, these properties will be combined with the HACB’s “Other Properties” for purposes of reporting, as all the properties currently hold the same status, simply, HACB-owned. Additionally, the #29 Evanswood Estates unit report will be included in the 27-unit Evanswood Estate report, making for a 28-unit Evanswood Estate Report.

June 10, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 2000-A REVENUE BOND PROPERTIES

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended on May 31, 2020, for the five properties under the 2000-A Revenue Bond, consisting of Alamont Apartments, Evanswood Estates, Kathy Court Apartments, Lincoln Apartments, and Park Place Apartments.

1. Alamont Apartments
 - a. Project Cash Flow and Bank Account Summary, Budget
 - b. Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - c. 12 Month Income Statement.
 - d. 2019/2020 Performance Review.
 - e. Capital Improvement Summary.
2. Evanswood Estates
 - a. Project Cash Flow and Bank Account Summary, Budget
Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2019/2020 Performance Review.
 - d. Capital Improvement Summary.
3. Kathy Court Apartments
 - a. Project Cash Flow and Bank Account Summary, Budget
Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
 - b. 12 Month Income Statement.
 - c. 2019/2020 Performance Review.
 - d. Capital Improvement Summary.

4. Lincoln Apartments

- a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
- b. 12 Month Income Statement.
- c. 2019/2020 Performance Review.
- d. Capital Improvement Summary.

5. Park Place Apartments

- a. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
- b. 12 Month Income Statement.
- c. 2019/2020 Performance Review.
- d. Capital Improvement Summary.

ALAMONT APARTMENTS

Alamont Apartments ended the month of May with no vacancies.

Total rental income for the month of May was \$24,409.00 which was \$199.00 more than was budgeted due to having higher than budgeted rents. Service income for the month came to \$4.61 and was under budget by \$384.39 due to no laundry income reported. This brought the total income to \$24,413.61, which was lower than budget by \$185.39 due to the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses totaled \$54.25 for office supplies, which was \$78.75 lower than budget due to no advertising costs. Total administrative expenses came to \$1,894.77 which was under budget by \$356.23 due to lower resident manager expenses and lower phone expenses. Total utility expenses were \$1,943.49, lower than budget by \$622.51 due to all utility costs being lower than budget and no exterminator fees. There were no apartment turnover expenses in the month of May. Maintenance expenses for the month were \$2,242.07 which was under budget by \$151.93 due to lower maintenance costs in most categories. The net operating income came to \$18,279.03, more than what was budgeted by \$1,374.03 due to the reasons mentioned above. There were no capital improvements during the month of May.

After the total financial expenses of \$7,385.00, the net project cash flow came to \$10,894.03, which was \$3,276.03 more than the budget for the reasons mentioned above. The owner withdrawal in May came to \$90,000.00.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$48,461.48. This total consisted of \$3,000.00 in the general checking account, \$24,325.59 in the general savings account, \$21,085.89 in the financial reserve account, and \$50.00 in the petty cash account.

EVANSWOOD ESTATES

Evanswood Estates ended the month of May with two vacant units.

Total rental income for the month came to \$28,155.10 which was higher than budget by \$1,230.10. This variance was due to the use of \$153.00 in prepaid rents and \$999.90 in vacancy loss against the collection of \$50.00 in unpaid rents and \$120.00 pet rent. The service income for the month was \$539.42 which was above budget by \$24.42 due to the collection of maintenance fees. This brought the total income to \$28,694.52, which was \$1,254.52 higher than budget for the reasons previously mentioned.

Moving on to the monthly expenses, the renting expenses totaled \$49.35, under budget by \$113.65 due to lower costs for forms and office supplies costs and no advertising expenses. Total administrative expenses were \$6,810.95, which met budget. The total utility expenses for the month came to \$1,296.75, which was under budget by \$388.25 due to no gas or electric expenses and lower trash and water expenses for the month of May. There were no turnover expenses for the month of May. Total maintenance expenses were \$2,490.19, over budget by \$1,365.19 due to higher than budgeted maintenance labor costs. This brought the net operating income to \$18,047.28, which was \$867.28 higher than budgeted due to the reasons described above.

Capital improvements for May met budget and came to \$4,545.72 for exterior siding repairs on the building for 69 and 71. The total financial expenses for the month came in at \$10,947.00 which brought the net project cash flow to \$2,554.56, which was \$94.56 above what was budgeted. There was an owner withdrawal of \$107,000.00.

As you review the Cash Balance Summary on the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$46,847.18 with \$3,000.00 in the general checking, \$18,015.24 in the general savings, and \$25,831.94 in the replacement reserve account.

KATHY COURT APARTMENTS

Kathy Court Apartments ended the month of May with no available units due to the Camp Fire.

There was no rental income for May due to the Camp Fire. There were no renting expenses. The total administrative expenses came to \$370.00, which was the management fee and asset management fee. There were no utility expenses, or apartment turnover expenses. There were no maintenance expenses during the month of May. The total operating expenses came to \$370.87. The net operating income was negative \$370.00. There were no capital improvements. The net project cash flow came to a negative \$370.00.

As you can see on the Cash Flow statement, the property ended the month with total cash on hand of \$18,447.08.

LINCOLN APARTMENTS

Lincoln Apartments ended the month of May with one vacant unit, Unit #18.

The total rental income for the month of May came to \$11,935.00 and was higher than budget by \$320.00, due to lower vacancy loss than budgeted and the collection of prepaid rents. Service income totaled \$356.62 which was below budget by \$79.38 due to no laundry income collected. This brought the total income to \$12,291.62, higher than what was budgeted by \$240.62 for the reasons previously mentioned.

Moving on to the May monthly expenses, the renting expenses came to \$36.40, lower than budget by \$58.60 due to lower office supply expenses and no advertising or referral expenses. Total administrative expenses were \$1,306.93 and met budget. Utility expenses totaled \$1,367.35, which met budget. There were no apartment turnover expenses for the month of May. The total maintenance expenses were \$1,430.78, which was under budget by \$442.22, due to low overall maintenance needs during May. This brought the net operating income to \$8,150.16 which was higher than what was budgeted by \$1,203.16 due to the reasons previously mentioned.

There were no capital improvement costs for the month of May. After the total financial expenses of \$1,692.00, the net project cash flow came to \$6,458.16, higher than what was budgeted by \$2,392.16 for the reasons described above. There was an owner withdrawal of \$72,000.00.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$28,487.44. This consisted of \$3,000.00 in the general checking account, \$17,676.44 in the general savings, \$7,711.00 in the financial reserve account, and \$100.00 in the petty cash account.

PARK PLACE APARTMENTS

Park Place Apartments ended the month of May with two vacant units, and two units on notice.

Total rental income for the month of May was \$24,714.90 which was higher than budget by \$874.90 due to the collection of unpaid rents. Service income for the month totaled \$297.73, which met budget. This brought the total income to \$25,012.63, which was higher than budget by \$846.63 for the reasons described above.

Moving on to the monthly expenses, you will see that the renting expenses came to \$183.08 which was under budget by \$41.92 due to lower resident activity expenses. Total administrative expenses were \$2,211.70, which met budget. Utility expenses totaled \$1,357.69, which was under budget by \$371.31 due to lower overall utility costs. There were no turnover expenses for the month of May. Maintenance expenses came to \$6,554.86, high than budget by \$3,376.86 due to plumbing work by Thrifty Rooter in units # 20, # 30, and # 58 as well as property fence repairs.

Mr. Ed Mayer, Executive Director
Chico, California

June 10, 2020
Page 5

This brought the net operating income to \$14,436.30, lower than budget by \$2,112.70 for the reasons previously mentioned.

The capital improvement costs for May came to \$8,353.00 for the replacement of exterior siding and trim on two separate buildings due to dry rot. After the total financial expenses of \$9,688.00, the net project cash flow came to negative \$3,604.70, lower than the budget by \$10,465.70, for the reasons previously mentioned.

There was an owner withdrawal in May of \$125,000.00.

As you review the Cash Balance Summary on Page 2 of the Cash Flow Statement, you will see that the property ended the month with total cash on hand of \$43,848.88. This consisted of \$3,000.00 in the general checking account, \$11,163.88 in the general savings account, \$29,585.00 in the financial reserve account and \$100.00 in the petty cash account.

Please give me a call if you have any questions regarding any of your properties. We will keep you apprised of any needs or concerns regarding each of the properties.

Sincerely yours,

RSC ASSOCIATES, INC.



Richard Gillaspie
Property Manager

RG:ph
Enclosures

ALAMONT APARTMENTS

2019 / 2020 PERFORMANCE REVIEW

Performance Review 2019 - 20

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	19,094	18,781	20,358	19,663	19,667	20,674	20,112	20,031	20,112	20,304	18,897	20,922	238,614
TOTAL INCOME 2016/17	20,554	19,496	20,063	20,103	19,755	19,712	19,831	20,550	19,790	21,389	20,733	21,892	243,868
TOTAL INCOME 2017/18	21,116	20,232	21,376	22,180	21,356	21,815	20,840	21,521	20,783	25,254	21,031	26,876	264,379
TOTAL INCOME 2018/19	22,324	23,966	24,865	22,689	23,755	23,318	22,432	22,893	24,972	20,904	23,201	23,410	278,730
TOTAL INCOME 2019/20	22,677	23,429	23,720	22,277	23,270	25,436	24,968	24,414					190,190
VARIANCE	353	-537	-1,145	-412	-486	2,119	2,536	1,520					3,948

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	0	0	0	-295	-245	-6	0	-308	-383	-745	-786	308	-2,459
2016/17 VACANCY LOSS	-1,009	-59	-143	-715	-715	-715	-715	-1,276	0	0	-623	-900	-6,870
2017/18 VACANCY LOSS	-900	-1,650	-692	0	-362	-630	0	0	0	0	-600	-510	-5,343
2018/19 VACANCY LOSS	0	0	-75	0	0	0	1	-453	-853	-534	-1,515	-1,336	-4,765
2019/20 VACANCY LOSS	-843	-840	-3,192	-1,333	-872	0	0	0					-7,080
VARIANCE	-843	-840	-3,117	-1,333	-872	0	-1	453					-6,553

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	0	0	0	-6	25	18	38	17	18	-387	-10	-106	-393
2016/17 UNPAID RENTS	372	-701	-523	90	0	0	0	-82	-188	520	-5	5	-512
2017/18 UNPAID RENTS	0	0	0	-105	-388	435	-880	-905	-890	2,970	-1,330	2,258	1,165
2018/19 UNPAID RENTS	-763	651	161	20	10	49	-1,331	-397	1,567	-1,117	553	792	196
2019/20 UNPAID RENTS	-901	-561	120	0	0	0	0	-92					-1,434
VARIANCE	-138	-1,212	-40	-20	-10	-49	1,331	305					166

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER EXP	7,727	5,984	6,690	6,298	7,919	7,167	7,624	6,575	11,218	14,315	11,245	7,644	100,405
2016/17 TOTAL OPER EXP	8,496	11,058	11,877	6,413	6,078	9,088	6,795	8,681	5,630	7,085	5,697	9,850	96,747
2017/18 TOTAL OPER EXP	6,106	5,187	9,864	6,020	7,929	9,337	6,550	5,796	6,207	8,438	7,682	8,730	87,846
2018/19 TOTAL OPER EXP	7,667	4,586	6,898	7,084	6,495	9,216	7,876	9,609	8,883	9,986	9,400	12,778	100,478
2019/20 TOTAL OPER EXP	12,655	7,721	10,633	24,089	7,083	21,406	5,758	6,135					95,478
VARIANCE	4,988	3,135	3,735	17,005	587	12,190	-2,118	-3,474					36,048

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	11,367	12,797	13,668	13,365	11,748	13,508	12,488	13,456	8,894	5,989	7,652	13,277	138,209
2016/17 TOTAL NOI	12,058	8,438	8,186	13,690	13,677	10,624	13,036	11,869	14,160	14,304	15,036	12,043	147,121
2017/18 TOTAL NOI	15,009	15,045	11,512	16,160	13,427	12,477	14,290	15,725	14,576	16,816	13,349	18,145	176,533
2018/19 TOTAL NOI	14,657	19,380	17,967	15,605	17,260	14,102	14,557	13,284	16,089	10,918	13,801	10,632	178,252
2019/20 TOTAL NOI	10,022	15,708	13,087	-1,812	16,187	4,031	19,210	18,279					94,712
VARIANCE	-4,635	-3,672	-4,880	-17,418	-1,073	-10,071	4,654	4,995					-32,100

**EVANSWOOD ESTATES
2019 - 2020 PERFORMANCE REVIEW**

Ev08-09pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/2016	24785	22727	24227	24736	24603	24193	23688	23949	24683	22273	25678	24151	289695
TOTAL INCOME 2016/2017	24015	25556	22288	22612	24826	25791	25401	24471	22296	28305	26950	27243	299754
TOTAL INCOME 2017/2018	22505	26517	25247	25129	28868	24735	27062	25902	25823	25872	26340	26061	310062
TOTAL INCOME 2019/2019	26346	23751	29950	26505	26326	26333	26637	27013	26970	27477	27784	28165	323257
TOTAL INCOME 2018/2020	28019	26745	24076	27047	28691	30393	30361	28695					224027
VARIANCE	1674	2994	-5874	543	2365	4060	3724	1681					11167
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/2016 VACANCY LOSS	-300	0	0	0	-767	-573	0	0	-1015	-2102	-1117	-906	-6780
2016/2017 VACANCY LOSS	-1050	-2120	-2986	-1883	-832	183	0	-925	-1043	139	0	16	-10501
2017/2018 VACANCY LOSS	-1106	-1073	-1394	0	0	0	0	0	-271	0	-470	0	-4314
2018/2019 VACANCY LOSS	0	0	-406	0	0	0	0	0	-663	0	0	-187	-1257
2019/2020 VACANCY LOSS	0	-1300	-3491	-1357	-275	0	0	-1000					-7423
VARIANCE	0	-1300	-3085	-1357	-275	0	0	-1000					-7016
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/2016 UNPAID RENTS	0	-1000	-150	508	409	-100	-440	-904	283	-201	-462	604	-1453
2016/2017 UNPAID RENTS	-14	1235	0	-1082	423	-170	-4	101	-2136	2285	547	-658	527
2017/2018 UNPAID RENTS	-2154	2050	0	-153	89	-1100	1100	0	0	0	0	-378	-546
2018/2019 UNPAID RENTS	25	-3357	2195	1500	0	-1	1	-93	-101	-101	49	158	275
2019/2020 UNPAID RENTS	-144	-13	-546	-265	0	1300	255	50					637
VARIANCE	-169	3344	-2740	-1765	0	1301	254	143					367
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER. EXP.	13529	7885	7892	8769	9140	23910	11093	8440	7089	10075	13493	18394	139709
2016/17 TOTAL OPER. EXP.	13821	9431	9079	12822	15960	18874	8695	8807	7492	14743	9537	9188	138449
2017/18 TOTAL OPER. EXP.	8518	8435	12995	34778	9702	7854	9656	8487	9275	9478	10419	8561	138157
2018/19 TOTAL OPER. EXP.	23913	9190	18864	9513	8508	11091	9837	7165	9203	12520	8017	11098	138917
2019/20 TOTAL OPER. EXP.	21236	10291	10327	26583	9605	19177	11304	10647					119170
VARIANCE	-2676	1101	-8537	17071	1097	8086		1467					17608
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/2016 TOTAL NOI	11256	14843	16335	15967	15463	283	12595	15508	17594	12198	12185	5757	149985
2016/2017 TOTAL NOI	10194	16124	13210	9790	8866	6917	16706	15663	14804	13562	17413	18056	161305
2017/2018 TOTAL NOI	13987	18082	12252	-9649	19166	16881	17406	17415	16549	16395	15921	17501	171905
2018/2019 TOTAL NOI	2433	14561	11086	16992	17818	15242	16801	19848	17767	14958	19768	17067	184340
2019/2020 TOTAL NOI	6783	16454	13749	464	19086	11216	19057	18047					104857
VARIANCE	4350	1893	2663	-16528	1268	-4026	2257	-1801					-9923

LINCOLN APARTMENTS

2019 / 2020 PERFORMANCE REVIEW

LNA07-08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	10837	10462	8970	9553	10644	10104	10559	10374	10953	10092	10765	10529	123,843
TOTAL INCOME 2016/17	10302	11082	10773	11146	11141	11847	10578	11156	11174	11378	11420	11179	133,177
TOTAL INCOME 2017/18	10423	11837	11327	11169	10653	11027	12506	11296	10638	12351	11862	10876	135,967
TOTAL INCOME 2018/19	12798	10026	12618	11543	11664	12250	11212	11950	12116	11490	12445	12026	142,137
TOTAL INCOME 2019/20	12781	12076	11392	11908	13498	12364	11752	12292					98,063
VARIANCE	-16	2050	-1225	365	1834	114	539	342					4,003
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	-258	-575	-595	-1217	-867	-192	0	-360	-1231	-635	-191	-679	-6,799
2016/17 VACANCY LOSS	-700	-169	-510	0	0	43	0	0	0	0	0	-567	-1,904
2017/18 VACANCY LOSS	-645	-250	0	-405	-645	-122	8	-550	-750	0	0	75	-3,284
2018/19 VACANCY LOSS	-575	0	-950	0	750	0	0	0	0	0	0	0	-775
2019/20 VACANCY LOSS	0	0	-625	108	0	0	-650	-455					-1,622
VARIANCE	575	0	325	108	-750	0	-650	-455					-847
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	-475	-437	-475	-247	-889	593	0	-11	500	0	-21	21	-1,442
2016/17 UNPAID RENTS	0	-5	5	0	0	0	0	0	0	0	0	0	0
2017/18 UNPAID RENTS	-400	375	0	36	-155	-453	-532	-100	100	100	90	-755	-1,694
2018/19 UNPAID RENTS	480	-1000	930	-425	-1103	101	-679	131	220	-430	595	-30	-1,210
2019/20 UNPAID RENTS	540	-160	-412	-518	1012	25	-119	-97					270
VARIANCE	60	840	-1342	-93	2115	-76	560	-228					1,836
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER. EXP.	8125	6141	7193	7575	5193	8897	8761	5351	8204	6854	3664	4856	80,815
2016/17 TOTAL OPER. EXP.	5915	5497	5065	4829	4795	3994	4206	3846	3140	4493	4089	6684	56,552
2017/18 TOTAL OPER. EXP.	11576	8838	6363	4723	7257	3792	3742	4423	5217	7734	6941	3620	74,225
2018/19 TOTAL OPER. EXP.	7866	7526	6294	5598	4312	4721	4897	3485	2514	4268	3286	4298	59,064
2019/20 TOTAL OPER. EXP.	3776	3954	5080	7130	4251	4237	3991	4141					36,561
VARIANCE	-4090	-3572	-1214	1531	-61	-483	-906	657					-8,139
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	2712	4321	1777	1979	5451	1206	1798	5023	2750	3238	7101	5673	43,029
2016/17 TOTAL NOI	4387	5586	5707	6318	6346	7853	6372	7310	8034	6885	7332	4495	76,624
2017/18 TOTAL NOI	-1153	2999	4965	6446	3396	7235	8764	6873	5422	4617	4922	7260	61,746
2018/19 TOTAL NOI	4932	2500	6324	5944	7352	7529	6315	8465	9602	7222	9160	7728	83,073
2019/20 TOTAL NOI	9006	8121	6313	4778	9247	8127	7760	8150					61,502
VARIANCE	4074	5622	-11	-1166	1895	598	1445	-315					12,142

PARK PLACE APARTMENTS

2019 / 2020 PERFORMANCE REVIEW

Ala08-09pr.xls

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	*****	*****	*****	20,544	23,038	21,677	21,020	22,621	22,271	21,238	22,432	20,618	195,459
TOTAL INCOME 2016/17	23,921	20,291	21,859	22,018	21,458	23,651	22,828	21,592	22,789	22,619	23,066	23,176	269,268
TOTAL INCOME 2017/18	23,042	23,159	23,269	22,999	21,955	23,234	22,807	22,349	22,435	23,485	24,434	22,630	275,796
TOTAL INCOME 2018/19	24,470	21,326	24,689	21,843	22,452	23,104	22,731	20,688	24,307	23,862	24,434	23,702	277,609
TOTAL INCOME 2019/20	23,212	23,493	23,334	24,798	24,118	22,715	23,315	25,013					189,998
VARIANCE	-1,258	2,167	-1,355	2,955	1,666	-389	584	4,324					8,695

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	*****	*****	*****	-575	-875	-249	0	0	-616	-1,093	0	0	-3,408
2016/17 VACANCY LOSS	76	-520	-961	0	0	0	0	-1,305	-563	0	86	-106	-3,293
2017/18 VACANCY LOSS	140	0	0	0	-581	0	-527	-585	-585	-125	-94	359	-1,998
2018/19 VACANCY LOSS	0	0	-206	0	-608	0	-981	-2,179	-5	-54	0	0	-4,033
2019/20 VACANCY LOSS	0	-288	0	0	-107	0	0	-797					-1,192
VARIANCE	0	-288	206	0	501	0	981	1,382					2,783

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	*****	*****	*****	-1,013	116	479	-956	-768	449	1,358	-147	-531	-1,012
2016/17 UNPAID RENTS	416	-423	-323	-423	-473	492	364	-216	-130	-861	77	157	-1,343
2017/18 UNPAID RENTS	-188	-130	-140	-134	-140	239	-189	-194	-179	-127	165	34	-982
2018/19 UNPAID RENTS	169	234	26	-209	199	-721	-133	136	547	175	-82	-268	73
2019/20 UNPAID RENTS	-293	-860	-230	-529	521	-921	-757	1,094					-1,975
VARIANCE	-462	-1,094	-256	-320	322	-201	-624	958					-1,677

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER EXP	*****	*****	*****	3,245	10,075	8,771	6,127	7,110	9,934	10,250	7,232	7,759	70,504
2016/17 TOTAL OPER EXP	5,101	8,153	6,927	4,963	4,965	21,212	7,021	4,877	10,850	9,359	5,400	7,969	96,797
2017/18 TOTAL OPER EXP	8,271	5,281	5,674	24,723	6,670	5,230	6,863	6,936	5,510	8,447	7,194	5,975	96,775
2018/19 TOTAL OPER EXP	27,386	7,112	11,551	7,134	8,000	10,012	6,636	11,067	6,164	8,729	7,694	8,703	120,188
2019/20 TOTAL OPER EXP	25,329	6,007	7,763	6,155	6,964	8,039	8,674	10,576					79,507
VARIANCE	-2,057	-1,106	-3,788	-979	-1,037	-1,973	2,039	-490					-9,391

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	*****	*****	*****	17,299	12,963	12,906	14,894	15,511	12,336	10,988	15,200	12,858	124,955
2016/17 TOTAL NOI	18,819	12,138	14,932	17,055	16,493	2,439	15,807	16,715	11,938	13,260	17,667	15,207	172,472
2017/18 TOTAL NOI	14,771	17,878	17,595	-1,724	15,285	18,004	15,945	15,413	16,924	15,037	17,240	16,654	179,021
2018/19 TOTAL NOI	-2,916	14,214	13,138	14,709	14,452	13,092	16,096	9,621	18,143	15,133	16,740	14,999	157,421
2019/20 TOTAL NOI	-2,117	17,487	15,571	18,644	17,154	14,676	14,641	14,436					110,492
VARIANCE	799	3,272	2,433	3,935	2,703	1,584	-1,455	4,815					18,086

MEMO

Date: June 12, 2020

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – LIHTC Properties & Cordillera Apartments

- 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)
- Harvest Park Apartments, Chico (90 units, LIHTC, family)
- Gridley Springs I Apartments, Gridley (32 units, LIHTC, family)
- Cordillera Apartments, Chico (20 units, family)

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

Chico Commons Apartments, Chico (72 units, LIHTC, Family, MGP, Banyard Management, PM: AWI) – We currently have two (2) vacancies as of the 1st of June and no thirty (30) day notices. We are working with PG&E to use their low-income energy efficiency program to replace common area water heaters, washing machines, and lighting. We would pay for improvements up front, with PG&E reimbursing the property after completion. Water-conserving landscape upgrades, and ADA-related site improvements are being planned, as well as parking lot repair, seal, and re-striping. The annual fire alarm test was performed for the property. The property is subject to a re-structuring effort, such effort to commence once the Housing Authority's Bond Portfolio has been re-financed, and once Butte County Affordable Housing Development Corporation has determined direction regarding Year-15 re-structuring for 1200 Park Avenue Apartments, Chico. The property is now operated subject to COVID-19 pandemic response protocols, and leasing dynamics are being watched carefully – please find AWI's narrative property report and financials, following where rent collections due to COVID-19 has been consistent and trending upward compared to the last two months.

Walker Commons Apartments, Chico (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property continues to be 100% occupied as of the beginning of the month but we do have at least three (3) notices to vacate coming up by month's end. with no thirty (30) day notices to vacate. The complex is in Stage 2' protocols regarding COVID – 19 as you can see by reviewing the specific Walker Commons narrative. Rent collections have been 100% these past

couple of months and the impact due to COVID – 19 is zero. Please find the AWI monthly owners report following, as well as a brief property narrative provided by the AWI regional property manager.

1200 Park Avenue Apartments, Chico (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – This property currently has two (2) vacancies. Annual testing and certification of the fire alarm system was performed with final inspection is still in the process of completion. Annual budgeted maintenance such as window cleaning, tree trimming and gutter cleaning will commence once bids are received. The City of Chico has been put on notice regarding City-owned sidewalk trip hazards around the property. Resident concerns have been received regarding the Site Manager’s “style” in conducting operations, an issue that is being closely monitored by both HACB and the property manager, AWI, working together – no malfeasance has been alleged or determined. *Passages at CSU Chico is working with AWI to put together a program of supportive services to help with the needs of our senior households, but due to the COVID-19 pandemic this has been put on hold.* Please find AWI’s monthly financials and property manager monthly narrative following, for your review.

Harvest Park Apartments, Chico (90 units, LIHTC, Family, MGP: BCAHDC, PM Winn Residential) – Harvest Park currently has one (1) vacancy. The property continues operations per budget. Please find WINN Residential Owner’s Report following.

Gridley Springs I Apartments, Gridley (32 units, LIHTC, Family, MGP: BCAHDC, PM: Sackett Corporation) – There are zero (0) vacancies reported by Sackett Corporation as of the beginning of June. Please find Sackett Corporation’s Owner’s report, following. Partnership partner, Dawson Holdings, has initiated contact with HACB to discuss the future direction for the property, in concert with consideration of its adjacent neighbor, Gridley Springs II apartments – there has been no movement since the initial discussion, likely pandemic-related.

Cordillera Apartments, Chico (20 units, Family, Owner: BCAHDC, PM: RSC Assoc.) The property has zero (0) vacancy. There is the north driveway of the complex that will need to be repaired in the first half of 2020, due to asphalt deterioration, and at the same time we will also seal and repair any other driveway areas. The first bid came in around \$24,000 but we are in the process of receiving comparable bids. Please find RSC’s monthly Owner’s report, following. This will be the last report for Cordillera Apartments as a BCAHDC property. Property ownership has been transferred to the Housing Authority as of June 1, 2020.

Chico Commons MAY 2020

Separate Variance Report sent explaining budget differences and expenses.

Updates:

Chico Commons currently has two vacancies. Two move-ins and two move outs during the month of May:

~ #63 new applicant in process. Two apps over income and one app withdrawn. Unit is market ready.

~ #4 applicant in process. A long term resident moved out of this unit and the unit needs a lot of work.

Good news - No new notices to vacate! Randy is looking forward to a break in unit turns.

The annual fire alarm testing was recently completed by Vyanet (previously Eagle security). Needed repairs were identified and are approved and scheduled for June 17th.

All HVAC filters were replaced in May.

Overall rent collection at May month end was 97%. This is a 2% increase in collections from the 95% that was collected as of April month end. June rent collections are trending consistent with prior months and will be followed closely.

While the leasing offices remain closed to the public and open by appointment only, we have established stage 2 protocols as we build the new 'normal'...moving into stage 2, maintenance techs will begin addressing work orders which were put on hold due to Covid-19.



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AWI Management Corporation
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AWI Management Corporation is an Equal Opportunity provider and employer.

Chico Commons 549
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 60,894.00	\$ 58,150.00	\$ 2,744.00	\$ 305,150.00	\$ 290,750.00	\$ 14,400.00
Vacancies	(1,347.00)	(2,326.00)	979.00	(9,292.00)	(11,630.00)	2,338.00
Rent Adjustments	59.50	(519.75)	579.25	1,148.50	(2,598.75)	3,747.25
Manager's Unit	(771.00)	(820.00)	49.00	(3,855.00)	(4,100.00)	245.00
Total Tenant Rent	\$ 58,835.50	\$ 54,484.25	\$ 4,351.25	\$ 293,151.50	\$ 272,421.25	\$ 20,730.25
Other Project Income:						
Laundry Income	\$ 1,360.46	\$ 677.83	\$ 682.63	\$ 5,364.29	\$ 3,389.16	\$ 1,975.13
Interest Income	9.31	4.17	5.14	45.24	20.84	24.40
Restricted Reserve Interest Incom	1.57	0.00	1.57	9.90	0.00	9.90
Late Charges	0.00	216.67	(216.67)	1,065.00	1,083.34	(18.34)
Other Tenant Income	\$ 0.00	\$ 428.50	\$ (428.50)	\$ 852.00	\$ 2,142.50	\$ (1,290.50)
Miscellaneous Income	\$ 1,314.71	\$ 0.00	\$ 1,314.71	\$ 2,316.74	\$ 0.00	\$ 2,316.74
Other Project Income	\$ 2,686.05	\$ 1,327.17	\$ 1,358.88	\$ 9,653.17	\$ 6,635.84	\$ 3,017.33
Total Project Income	\$ 61,521.55	\$ 55,811.42	\$ 5,710.13	\$ 302,804.67	\$ 279,057.09	\$ 23,747.58
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 19,397.66	\$ 23,877.49	\$ (4,479.83)	\$ 59,462.60	\$ 119,387.48	\$ (59,924.88)
Utilities (From Pg 2)	5,946.05	6,970.58	(1,024.53)	33,804.79	34,852.91	(1,048.12)
Administrative (From Pg 2)	6,833.73	8,103.58	(1,269.85)	38,786.58	40,517.91	(1,731.33)
Taxes & Insurance (From Pg 2)	1,304.83	1,513.75	(208.92)	7,171.95	7,568.75	(396.80)
Other Taxes & Insurance (Fr Page	941.32	3,405.67	(2,464.35)	6,768.34	17,028.34	(10,260.00)
Other Project Expenses	866.37	1,057.33	(190.96)	4,292.74	5,286.66	(993.92)
Total O&M Expenses	\$ 35,289.96	\$ 44,928.40	\$ (9,638.44)	\$ 150,287.00	\$ 224,642.05	\$ (74,355.05)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Expense - City of Chico	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 13,020.85	\$ 13,020.84	\$.01
Reporting / Partner Management F	1,080.00	1,080.00	0.00	5,400.00	5,400.00	0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	12,500.00	12,500.00	0.00
Total Mortgage & Owner's Exp.	\$ 6,184.17	\$ 6,184.17	\$ 0.00	\$ 30,920.85	\$ 30,920.84	\$.01
Total Project Expenses	\$ 41,474.13	\$ 51,112.57	\$ (9,638.44)	\$ 181,207.85	\$ 255,562.89	\$ (74,355.04)
Net Profit (Loss)	\$ 20,047.42	\$ 4,698.85	\$ 15,348.57	\$ 121,596.82	\$ 23,494.20	\$ 98,102.62

Other Cash Flow Items:

Chico Commons 549
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Reserve Transfers	\$ (1.57)	\$ 0.00	\$ (1.57)	\$ (9.90)	\$ 0.00	\$ (9.90)
T & I Transfers	(1,601.09)	0.00	(1,601.09)	(9,908.85)	0.00	(9,908.85)
Operating Acct MMKT - FFB - ICS	(8.22)	0.00	(8.22)	(41.59)	0.00	(41.59)
Security Deposits Held	(650.00)	0.00	(650.00)	100.00	0.00	100.00
Authorized Reserve - Other	0.00	(10,416.67)	10,416.67	0.00	(52,083.34)	52,083.34
Tenant Receivables	3,614.11	0.00	3,614.11	(1,673.65)	0.00	(1,673.65)
Other Receivables	1,929.83	0.00	1,929.83	2,149.15	0.00	2,149.15
Fixed Assets	0.00	0.00	0.00	.20	0.00	.20
Accounts Payable - Trade	13,818.03	0.00	13,818.03	(29,259.04)	0.00	(29,259.04)
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	(18,229.15)	0.00	(18,229.15)
Accrued RTO - Prior Year	0.00	0.00	0.00	(242.10)	0.00	(242.10)
Partner's Equity	0.00	0.00	0.00	(48,176.90)	0.00	(48,176.90)
Total Other Cash Flow Items	<u>\$ 19,705.26</u>	<u>\$ (10,416.67)</u>	<u>\$ 30,121.93</u>	<u>\$ (105,291.83)</u>	<u>\$ (52,083.34)</u>	<u>\$ (53,208.49)</u>
Net Operating Cash Change	<u><u>\$ 39,752.68</u></u>	<u><u>\$ (5,717.82)</u></u>	<u><u>\$ 45,470.50</u></u>	<u><u>\$ 16,304.99</u></u>	<u><u>\$ (28,589.14)</u></u>	<u><u>\$ 44,894.13</u></u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 63,207.88	\$ 79,512.87	\$ 16,304.99
Operating Acct MMKT - FFB - ICS	100,058.88	100,100.47	41.59
Tax & Insurance-FFB	6,067.09	15,975.94	9,908.85
Security Acct-FFB	42,985.00	42,985.00	0.00
Reserve Acct-FFB	11,618.28	19,128.18	7,509.90
Payables & Receivables:			
Accounts Payable - Trade	49,569.95	20,310.91	(29,259.04)
Rents Receivable - Current Tenants	3,689.22	6,217.21	2,527.99
Other Tenant Charges Receivable	1,234.34	380.00	(854.34)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 3,504.37	\$ 3,798.08	\$ (293.71)	\$ 17,943.39	\$ 18,990.41	\$ (1,047.02)
Janitorial/Cleaning Supplies	256.45	114.00	142.45	911.53	570.00	341.53
Plumbing Repairs	1,582.61	119.08	1,463.53	1,971.61	595.41	1,376.20
Painting & Decorating	0.00	250.00	(250.00)	382.88	1,250.00	(867.12)
Repairs & Maintenance - Supply	1,506.90	2,500.00	(993.10)	8,927.17	12,500.00	(3,572.83)
Repairs & Maintenance - Contract	1,023.10	1,427.83	(404.73)	7,742.95	7,139.16	603.79
Grounds Maintenance	920.00	966.67	(46.67)	5,298.00	4,833.34	464.66

Chico Commons 549
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Pest Control Service	\$ 95.00	\$ 754.67	\$ (659.67)	\$ 2,675.00	\$ 3,773.34	\$ (1,098.34)
Fire/Alarm Services	388.70	145.83	242.87	684.75	729.16	(44.41)
Capital Improvements - Other	4,096.61	12,802.08	(8,705.47)	1,025.47	64,010.41	(62,984.94)
Capital Improvements - Flooring	1,570.94	0.00	1,570.94	5,194.94	0.00	5,194.94
Capital Improvements - Appliance	1,230.21	0.00	1,230.21	2,848.19	0.00	2,848.19
Capital Improvements - Water Heat	2,137.17	0.00	2,137.17	2,137.17	0.00	2,137.17
Carpet Cleaning	100.00	35.00	65.00	300.00	175.00	125.00
HVAC Repairs	940.30	900.00	40.30	1,306.30	4,500.00	(3,193.70)
Cable Service	45.30	22.58	22.72	113.25	112.91	.34
Tenant Services	0.00	41.67	(41.67)	0.00	208.34	(208.34)
Total Maint. & Operating Exp.	\$ 19,397.66	\$ 23,877.49	\$ (4,479.83)	\$ 59,462.60	\$ 119,387.48	\$ (59,924.88)
Utilities:						
Electricity	\$ 196.51	\$ 636.33	\$ (439.82)	\$ 2,638.91	\$ 3,181.66	\$ (542.75)
Water	1,736.71	1,949.33	(212.62)	7,009.59	9,746.66	(2,737.07)
Sewer	1,654.56	1,654.58	(.02)	8,272.80	8,272.91	(.11)
Heating Fuel/Other	1,487.85	1,491.67	(3.82)	8,495.39	7,458.34	1,037.05
Garbage & Trash Removal	870.42	1,238.67	(368.25)	7,388.10	6,193.34	1,194.76
Total Utilities	\$ 5,946.05	\$ 6,970.58	\$ (1,024.53)	\$ 33,804.79	\$ 34,852.91	\$ (1,048.12)
Administrative:						
Manager's Salary	\$ 3,081.73	\$ 3,266.58	\$ (184.85)	\$ 16,660.83	\$ 16,332.91	\$ 327.92
Management Fees	2,952.00	3,096.00	(144.00)	14,760.00	15,480.00	(720.00)
Bad Debt Expense	0.00	625.00	(625.00)	1,107.00	3,125.00	(2,018.00)
Auditing	625.00	625.00	0.00	3,125.00	3,125.00	0.00
Legal	175.00	476.42	(301.42)	3,133.75	2,382.09	751.66
Other Administrative Expenses	0.00	14.58	(14.58)	0.00	72.91	(72.91)
Total Administrative Expense	\$ 6,833.73	\$ 8,103.58	\$ (1,269.85)	\$ 38,786.58	\$ 40,517.91	\$ (1,731.33)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 78.42	\$ (78.42)	\$ 647.80	\$ 392.09	\$ 255.71
Property Insurance	1,304.83	1,435.33	(130.50)	6,524.15	7,176.66	(652.51)
Total Taxes & Insurance Expense	\$ 1,304.83	\$ 1,513.75	\$ (208.92)	\$ 7,171.95	\$ 7,568.75	\$ (396.80)
Other Taxes & Insurance:						
Payroll Taxes	\$ 505.90	\$ 719.75	\$ (213.85)	\$ 3,672.80	\$ 3,598.75	\$ 74.05
Other Taxes, Fees & Permits	0.00	89.33	(89.33)	800.00	446.66	353.34
Bond Premiums	0.00	51.67	(51.67)	0.00	258.34	(258.34)
Worker's Compensation Insurance	418.36	705.25	(286.89)	2,210.47	3,526.25	(1,315.78)
Personnel Medical Insurance	17.06	1,839.67	(1,822.61)	85.07	9,198.34	(9,113.27)
Total Other Taxes & Insurance	\$ 941.32	\$ 3,405.67	\$ (2,464.35)	\$ 6,768.34	\$ 17,028.34	\$ (10,260.00)
Other Project Expenses						

Chico Commons 549
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Telephone & Answering Service	\$ 233.43	\$ 195.00	\$ 38.43	\$ 714.85	\$ 975.00	\$ (260.15)
Internet Service	279.80	90.00	189.80	714.35	450.00	264.35
Advertising	0.00	54.17	(54.17)	22.59	270.84	(248.25)
Office Supplies & Expense	172.16	214.58	(42.42)	1,009.69	1,072.91	(63.22)
Postage	20.00	82.08	(62.08)	286.78	410.41	(123.63)
Toner/Copier Expense	133.98	188.08	(54.10)	1,016.08	940.41	75.67
Travel & Promotion	0.00	70.92	(70.92)	70.00	354.59	(284.59)
Training Expense	0.00	62.50	(62.50)	369.58	312.50	57.08
Credit Checking	27.00	100.00	(73.00)	88.82	500.00	(411.18)
Total Other Project Expenses	<u>\$ 866.37</u>	<u>\$ 1,057.33</u>	<u>\$ (190.96)</u>	<u>\$ 4,292.74</u>	<u>\$ 5,286.66</u>	<u>\$ (993.92)</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Expense - City of Chico	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 13,020.85	\$ 13,020.84	\$.01
Reporting / Partner Management F	1,080.00	1,080.00	0.00	5,400.00	5,400.00	0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	12,500.00	12,500.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 6,184.17</u>	<u>\$ 6,184.17</u>	<u>\$ 0.00</u>	<u>\$ 30,920.85</u>	<u>\$ 30,920.84</u>	<u>\$.01</u>
Total Expenses	<u>\$ 41,474.13</u>	<u>\$ 51,112.57</u>	<u>\$ (9,638.44)</u>	<u>\$ 181,207.85</u>	<u>\$ 255,562.89</u>	<u>\$ (74,355.04)</u>
Authorized Reserve - Other	\$ 0.00	\$ 10,416.67	\$ (10,416.67)	\$ 0.00	\$ 52,083.34	\$ (52,083.34)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 10,416.67</u>	<u>\$ (10,416.67)</u>	<u>\$ 0.00</u>	<u>\$ 52,083.34</u>	<u>\$ (52,083.34)</u>

Walker Commons

May 2020

Separate Variance Report explaining budget differences and expenditures.

Updates:

After enjoying nearly seven months at 100% occupancy, three vacancies are upcoming near the end of June.

Staff is busy preparing to turn and lease the units as quickly as possible. The waiting list is under review and supplies are on order.

As counties and cities open back up, we have implemented 'AWI –Stage 2' protocols. We will continue to exercise caution which include: installation of sneeze guards in the office, a questionnaire that must be filled out in advance of in-person meetings and work orders, continuing to social distance and encouraging the use of facial coverings in common areas.

We have also consolidated the informational signage into one large laminated posting. The postings will be displayed throughout the community areas, as applicable.

As with April and May, 100% of June rent has been collected. Impact to revenue due to Covid-19 is zero. We anticipate seeing a temporary spike in expenses as we start addressing maintenance and repair items that were put on hold.

The landscape vendor is in the process of replacing plants around the property and ensuring watering is adequate. The summer heat is approaching quickly!

Nancy and Nichole are busy bees around the property...planting, cleaning and improving curb appeal. All red curbs and fire line stenciling was freshened up with a new coat of paint in May....



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AWI Management Corporation
PO Box 550
Auburn CA 95604



AWI Management Corporation is an Equal Opportunity provider and employer.

Walker Commons 550
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 39,758.00	\$ 36,883.67	\$ 2,874.33	\$ 198,668.00	\$ 184,418.34	\$ 14,249.66
Vacancies	0.00	(368.83)	368.83	0.00	(1,844.16)	1,844.16
Rent Adjustments	0.00	(39.58)	39.58	184.45	(197.91)	382.36
Manager's Unit	(679.00)	(679.00)	0.00	(3,395.00)	(3,395.00)	0.00
Total Tenant Rent	\$ 39,079.00	\$ 35,796.26	\$ 3,282.74	\$ 195,457.45	\$ 178,981.27	\$ 16,476.18
Other Project Income:						
Laundry Income	\$ 272.50	\$ 134.42	\$ 138.08	\$ 1,090.37	\$ 672.09	\$ 418.28
Interest Income	7.71	0.00	7.71	17.89	0.00	17.89
Restricted Reserve Interest Incom	1,079.80	0.00	1,079.80	1,217.69	0.00	1,217.69
Late Charges	0.00	12.50	(12.50)	12.00	62.50	(50.50)
Other Tenant Income	\$ 10.00	\$ 103.92	\$ (93.92)	\$ 17.00	\$ 519.59	\$ (502.59)
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 267.50	\$ 0.00	\$ 267.50
Other Project Income	\$ 1,370.01	\$ 250.84	\$ 1,119.17	\$ 2,622.45	\$ 1,254.18	\$ 1,368.27
Total Project Income	\$ 40,449.01	\$ 36,047.10	\$ 4,401.91	\$ 198,079.90	\$ 180,235.45	\$ 17,844.45
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 5,203.77	\$ 10,758.67	\$ (5,554.90)	\$ 47,265.96	\$ 53,793.34	\$ (6,527.38)
Utilities (From Pg 2)	2,932.01	3,141.25	(209.24)	14,864.92	15,706.25	(841.33)
Administrative (From Pg 2)	5,675.00	6,394.33	(719.33)	30,301.17	31,971.66	(1,670.49)
Taxes & Insurance (From Pg 2)	850.33	903.41	(53.08)	4,313.61	4,517.07	(203.46)
Other Taxes & Insurance (Fr Page	1,388.40	2,957.51	(1,569.11)	8,913.49	14,787.52	(5,874.03)
Other Project Expenses	559.18	830.66	(271.48)	4,310.48	4,153.32	157.16
Total O&M Expenses	\$ 16,608.69	\$ 24,985.83	\$ (8,377.14)	\$ 109,969.63	\$ 124,929.16	\$ (14,959.53)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Expense - City of Chico	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 6,250.00	\$ 6,250.00	\$ 0.00
Reporting / Partner Management F	625.00	625.00	0.00	3,125.00	3,125.00	0.00
Transfer - Reserves	933.34	933.33	.01	4,666.70	4,666.66	.04
Total Mortgage & Owner's Exp.	\$ 2,808.34	\$ 2,808.33	\$.01	\$ 14,041.70	\$ 14,041.66	\$.04
Total Project Expenses	\$ 19,417.03	\$ 27,794.16	\$ (8,377.13)	\$ 124,011.33	\$ 138,970.82	\$ (14,959.49)
Net Profit (Loss)	\$ 21,031.98	\$ 8,252.94	\$ 12,779.04	\$ 74,068.57	\$ 41,264.63	\$ 32,803.94

Other Cash Flow Items:

Walker Commons 550
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Reserve Transfers	\$ (1,079.80)	\$ 0.00	\$ (1,079.80)	\$ (1,217.69)	\$ 0.00	\$ (1,217.69)
T & I Transfers	(957.71)	0.00	(957.71)	(4,405.93)	0.00	(4,405.93)
Authorized Reserve - Other	0.00	(1,250.00)	1,250.00	0.00	(6,250.00)	6,250.00
Tenant Receivables	8.00	0.00	8.00	(132.45)	0.00	(132.45)
Other Receivables	1,475.33	0.00	1,475.33	(11,138.35)	0.00	(11,138.35)
Accounts Payable - Trade	7,204.52	0.00	7,204.52	7,188.91	0.00	7,188.91
Accrued Interest - City of Chico	1,250.00	0.00	1,250.00	(8,750.00)	0.00	(8,750.00)
Other Notes Payable	625.00	0.00	625.00	(4,375.00)	0.00	(4,375.00)
Partner's Equity	0.00	0.00	0.00	(56,882.00)	0.00	(56,882.00)
Total Other Cash Flow Items	\$ 8,525.34	\$ (1,250.00)	\$ 9,775.34	\$ (79,712.51)	\$ (6,250.00)	\$ (73,462.51)
Net Operating Cash Change	<u>\$ 29,557.32</u>	<u>\$ 7,002.94</u>	<u>\$ 22,554.38</u>	<u>\$ (5,643.94)</u>	<u>\$ 35,014.63</u>	<u>\$ (40,658.57)</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 118,880.52	\$ 113,236.58	\$ (5,643.94)
Tax & Insurance - FFB	16,154.96	20,560.89	4,405.93
Security Acct-FFB	22,390.00	22,390.00	0.00
Reserve Acct-FFB	35,480.61	38,310.05	2,829.44
Reserve Acct MMKT-FFB*	175,461.11	175,603.16	142.05
Owner Held Reserves CD	99,846.47	100,892.69	1,046.22
Payables & Receivables:			
Accounts Payable - Trade	2,895.55	10,084.46	7,188.91
Rents Receivable - Current Tenants	(244.15)	19.00	263.15
Other Tenant Charges Receivable	130.70	0.00	(130.70)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 2,018.07	\$ 2,864.92	\$ (846.85)	\$ 11,747.48	\$ 14,324.59	\$ (2,577.11)
Janitorial/Cleaning Supplies	165.83	66.67	99.16	539.68	333.34	206.34
Plumbing Repairs	0.00	62.50	(62.50)	480.96	312.50	168.46
Painting & Decorating	51.23	139.08	(87.85)	950.50	695.41	255.09
Repairs & Maintenance - Supply	696.49	921.83	(225.34)	4,316.36	4,609.16	(292.80)
Repairs & Maintenance - Contract	467.61	1,020.33	(552.72)	4,639.17	5,101.66	(462.49)
Grounds Maintenance	900.00	1,025.00	(125.00)	4,890.00	5,125.00	(235.00)
Pest Control Service	750.00	333.33	416.67	1,550.00	1,666.66	(116.66)
Fire/Alarm Services	0.00	160.00	(160.00)	356.77	800.00	(443.23)

Walker Commons 550
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - Other	\$ 89.24	\$ 1,675.00	\$ (1,585.76)	\$ 6,385.86	\$ 8,375.00	\$ (1,989.14)
Capital Improvements - Flooring	0.00	1,016.67	(1,016.67)	4,554.00	5,083.34	(529.34)
Capital Improvements - Appliance	0.00	216.67	(216.67)	239.28	1,083.34	(844.06)
Capital Improvements - HVAC Repl	0.00	458.33	(458.33)	3,932.47	2,291.66	1,640.81
Capital Improvements - Water Heat	0.00	266.67	(266.67)	0.00	1,333.34	(1,333.34)
Carpet Cleaning	0.00	33.33	(33.33)	0.00	166.66	(166.66)
HVAC Repairs	0.00	165.67	(165.67)	1,800.00	828.34	971.66
Cable Service	65.30	32.67	32.63	195.90	163.34	32.56
Tenant Services	0.00	300.00	(300.00)	687.53	1,500.00	(812.47)
Total Maint. & Operating Exp.	\$ 5,203.77	\$ 10,758.67	\$ (5,554.90)	\$ 47,265.96	\$ 53,793.34	\$ (6,527.38)
Utilities:						
Electricity	\$ 378.90	\$ 595.17	\$ (216.27)	\$ 1,924.68	\$ 2,975.84	\$ (1,051.16)
Water	870.60	790.83	79.77	4,140.65	3,954.16	186.49
Sewer	1,286.88	1,312.58	(25.70)	6,374.26	6,562.91	(188.65)
Heating Fuel/Other	84.23	125.00	(40.77)	868.33	625.00	243.33
Garbage & Trash Removal	311.40	317.67	(6.27)	1,557.00	1,588.34	(31.34)
Total Utilities	\$ 2,932.01	\$ 3,141.25	\$ (209.24)	\$ 14,864.92	\$ 15,706.25	\$ (841.33)
Administrative:						
Manager's Salary	\$ 2,754.00	\$ 3,011.33	\$ (257.33)	\$ 15,366.17	\$ 15,056.66	\$ 309.51
Management Fees	2,296.00	2,408.00	(112.00)	11,480.00	12,040.00	(560.00)
Bad Debt Expense	0.00	208.33	(208.33)	0.00	1,041.66	(1,041.66)
Auditing	625.00	625.00	0.00	3,125.00	3,125.00	0.00
Legal	0.00	125.00	(125.00)	330.00	625.00	(295.00)
Other Administrative Expenses	0.00	16.67	(16.67)	0.00	83.34	(83.34)
Total Administrative Expense	\$ 5,675.00	\$ 6,394.33	\$ (719.33)	\$ 30,301.17	\$ 31,971.66	\$ (1,670.49)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 10.58	\$ (10.58)	\$ 61.96	\$ 52.91	\$ 9.05
Property Insurance	850.33	892.83	(42.50)	4,251.65	4,464.16	(212.51)
Total Taxes & Insurance Expense	\$ 850.33	\$ 903.41	\$ (53.08)	\$ 4,313.61	\$ 4,517.07	\$ (203.46)
Other Taxes & Insurance:						
Payroll Taxes	\$ 329.26	\$ 608.17	\$ (278.91)	\$ 2,719.18	\$ 3,040.84	\$ (321.66)
Other Taxes, Fees & Permits	0.00	91.67	(91.67)	800.00	458.34	341.66
Bond Premiums	0.00	43.50	(43.50)	0.00	217.50	(217.50)
Worker's Compensation Insurance	234.87	586.17	(351.30)	1,313.98	2,930.84	(1,616.86)
Personnel Medical Insurance	824.27	1,628.00	(803.73)	4,080.33	8,140.00	(4,059.67)
Total Other Taxes & Insurance	\$ 1,388.40	\$ 2,957.51	\$ (1,569.11)	\$ 8,913.49	\$ 14,787.52	\$ (5,874.03)
Other Project Expenses						
Telephone & Answering Service	\$ 168.72	\$ 136.83	\$ 31.89	\$ 799.70	\$ 684.16	\$ 115.54

Walker Commons 550
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Internet Service	\$ 250.46	\$ 59.92	\$ 190.54	\$ 514.78	\$ 299.59	\$ 215.19
Advertising	0.00	16.67	(16.67)	22.59	83.34	(60.75)
Water/Coffee Service	0.00	2.08	(2.08)	0.00	10.41	(10.41)
Office Supplies & Expense	99.22	310.83	(211.61)	2,001.76	1,554.16	447.60
Postage	40.78	68.25	(27.47)	129.98	341.25	(211.27)
Toner/Copier Expense	0.00	128.75	(128.75)	520.65	643.75	(123.10)
Travel & Promotion	0.00	33.33	(33.33)	0.00	166.66	(166.66)
Training Expense	0.00	32.33	(32.33)	311.02	161.66	149.36
Credit Checking	0.00	41.67	(41.67)	10.00	208.34	(198.34)
Total Other Project Expenses	<u>\$ 559.18</u>	<u>\$ 830.66</u>	<u>\$ (271.48)</u>	<u>\$ 4,310.48</u>	<u>\$ 4,153.32</u>	<u>\$ 157.16</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Expense - City of Chico	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 6,250.00	\$ 6,250.00	\$ 0.00
Reporting / Partner Management F	625.00	625.00	0.00	3,125.00	3,125.00	0.00
Transfer - Reserves	933.34	933.33	.01	4,666.70	4,666.66	.04
Total Mortgage & Owner's Exp.	<u>\$ 2,808.34</u>	<u>\$ 2,808.33</u>	<u>\$.01</u>	<u>\$ 14,041.70</u>	<u>\$ 14,041.66</u>	<u>\$.04</u>
Total Expenses	<u>\$ 19,417.03</u>	<u>\$ 27,794.16</u>	<u>\$ (8,377.13)</u>	<u>\$ 124,011.33</u>	<u>\$ 138,970.82</u>	<u>\$ (14,959.49)</u>
Authorized Reserve - Other	\$ 0.00	\$ 1,250.00	\$ (1,250.00)	\$ 0.00	\$ 6,250.00	\$ (6,250.00)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 1,250.00</u>	<u>\$ (1,250.00)</u>	<u>\$ 0.00</u>	<u>\$ 6,250.00</u>	<u>\$ (6,250.00)</u>

1200 Park Avenue



Separate Variance Report sent explaining budget differences and expenses.

Updates:

1200 Park Avenue has two vacancies.

- #310 – unit turn in process and application close to approval. Move in expected for 6/19.
- #215 – resident deceased. The family has returned possession and the unit is full of the previous residents belongings. The resident occupied the apartment since 2006 and a very full turn will be needed once the haul out is complete.

The Property Manager is working diligently to qualify applicants according to Tax Credit guidelines while maintaining social distancing protocols.

On June 8th the mandatory annual inspection and testing of the fire alarm system took place. Requirements have changed and the inspection was more extensive than prior years. Entry to every unit was required and each alarm tested....This is in addition to testing all equipment in common areas and elevators. It was a long day of alarms sounding and unfortunately the vendor was not able to complete 100% and must return and finish.

The assistant maintenance technician/ porter will return from his Covid-19 related leave on June 22nd. We look forward to having the additional staff needed to tend to the busy day to day activities of 1200 Park Avenue.

We are collecting bids for budgeted capital items, tree trimming, gutter cleaning and annual window cleaning.

Total rent collected for May at month end was 99.5%. June rent collection is trending consistent with prior months. One June rent is unpaid and the resident has made an arrangement to pay by 6/15. Thus far, revenue at 1200 Park Avenue has not been impacted by Covid-19. We will continue to provide updates as scheduled.

(530) 745-6170 tel
(530) 745-6173 fax
www.awimc.com

AWI Management Corporation
PO Box 550
Auburn CA 95604



AWI Management Corporation is an Equal Opportunity provider and employer.

Park Avenue 569
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 74,473.00	\$ 72,663.00	\$ 1,810.00	\$ 374,444.00	\$ 363,315.00	\$ 11,129.00
Rent Clearing	(.90)	0.00	(.90)	0.00	0.00	0.00
Vacancies	(741.35)	(1,453.25)	711.90	(3,049.25)	(7,266.25)	4,217.00
Rent Adjustments	(20.03)	0.00	(20.03)	(717.65)	0.00	(717.65)
Manager's Unit	(831.00)	(780.00)	(51.00)	(4,155.00)	(3,900.00)	(255.00)
Total Tenant Rent	<u>\$ 72,879.72</u>	<u>\$ 70,429.75</u>	<u>\$ 2,449.97</u>	<u>\$ 366,522.10</u>	<u>\$ 352,148.75</u>	<u>\$ 14,373.35</u>
Other Project Income:						
Laundry Income	\$ 0.00	\$ 1,000.00	\$ (1,000.00)	\$ 2,500.00	\$ 5,000.00	\$ (2,500.00)
Interest Income	2.56	0.00	2.56	11.53	0.00	11.53
Restricted Reserve Interest Income	12.80	7.25	5.55	65.91	36.25	29.66
Late Charges	0.00	41.67	(41.67)	150.00	208.34	(58.34)
Other Tenant Income	\$ 2,545.00	\$ 365.41	\$ 2,179.59	\$ 3,431.28	\$ 1,827.07	\$ 1,604.21
Miscellaneous Income	\$ 0.00	\$ 12.50	\$ (12.50)	\$ 44.75	\$ 62.50	\$ (17.75)
Other Project Income	<u>\$ 2,560.36</u>	<u>\$ 1,426.83</u>	<u>\$ 1,133.53</u>	<u>\$ 6,203.47</u>	<u>\$ 7,134.16</u>	<u>\$ (930.69)</u>
Total Project Income	<u>\$ 75,440.08</u>	<u>\$ 71,856.58</u>	<u>\$ 3,583.50</u>	<u>\$ 372,725.57</u>	<u>\$ 359,282.91</u>	<u>\$ 13,442.66</u>
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 15,786.41	\$ 13,329.32	\$ 2,457.09	\$ 84,421.01	\$ 66,646.64	\$ 17,774.37
Utilities (From Pg 2)	8,345.79	9,314.74	(968.95)	42,802.59	46,573.73	(3,771.14)
Administrative (From Pg 2)	8,329.41	8,724.41	(395.00)	43,876.40	43,622.07	254.33
Taxes & Insurance (From Pg 2)	1,927.92	2,146.42	(218.50)	9,639.60	10,732.09	(1,092.49)
Other Taxes & Insurance (Fr Page 2)	1,714.96	4,454.41	(2,739.45)	11,451.78	22,272.07	(10,820.29)
Other Project Expenses	927.00	1,899.67	(972.67)	8,579.12	9,498.34	(919.22)
Total O&M Expenses	<u>\$ 37,031.49</u>	<u>\$ 39,868.97</u>	<u>\$ (2,837.48)</u>	<u>\$ 200,770.50</u>	<u>\$ 199,344.94</u>	<u>\$ 1,425.56</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 25,956.27	\$ 26,105.42	\$ (149.15)	\$ 129,781.35	\$ 130,527.09	\$ (745.74)
Managing General Partner Fees	\$ 1,047.08	\$ 1,066.00	\$ (18.92)	\$ 5,235.40	\$ 5,330.00	\$ (94.60)
Transfer - Reserves	2,675.00	2,675.00	0.00	13,375.00	13,375.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 29,678.35</u>	<u>\$ 29,846.42</u>	<u>\$ (168.07)</u>	<u>\$ 148,391.75</u>	<u>\$ 149,232.09</u>	<u>\$ (840.34)</u>
Total Project Expenses	<u>\$ 66,709.84</u>	<u>\$ 69,715.39</u>	<u>\$ (3,005.55)</u>	<u>\$ 349,162.25</u>	<u>\$ 348,577.03</u>	<u>\$ 585.22</u>
Net Profit (Loss)	<u>\$ 8,730.24</u>	<u>\$ 2,141.19</u>	<u>\$ 6,589.05</u>	<u>\$ 23,563.32</u>	<u>\$ 10,705.88</u>	<u>\$ 12,857.44</u>

Other Cash Flow Items:

Park Avenue 569
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Reserve Transfers	\$ (9.60)	\$ 0.00	\$ (9.60)	\$ 2,598.33	\$ 0.00	\$ 2,598.33
T & I Transfers	(2,031.73)	0.00	(2,031.73)	(8,707.35)	0.00	(8,707.35)
Operating Acct MMKT-FFB*	(.83)	0.00	(.83)	(4.18)	0.00	(4.18)
Security Deposits Held	0.00	0.00	0.00	(1,500.00)	0.00	(1,500.00)
Authorized Reserve - Other	0.00	(6,583.33)	6,583.33	(2,500.00)	(32,916.66)	30,416.66
Tenant Receivables	(1,990.97)	0.00	(1,990.97)	(2,773.38)	0.00	(2,773.38)
Other Receivables	2,552.92	0.00	2,552.92	5,264.60	0.00	5,264.60
Accounts Payable - Trade	3,124.52	0.00	3,124.52	11,872.83	0.00	11,872.83
Accrued Expenses	(3,209.00)	0.00	(3,209.00)	0.00	0.00	0.00
Accrued Interest City of Chico	6,125.00	0.00	6,125.00	(42,875.00)	0.00	(42,875.00)
Other Notes Payable	5,683.71	0.00	5,683.71	(42,346.29)	0.00	(42,346.29)
Partner's Equity	0.00	0.00	0.00	(8,564.15)	0.00	(8,564.15)
Total Other Cash Flow Items	<u>\$ 10,244.02</u>	<u>\$ (6,583.33)</u>	<u>\$ 16,827.35</u>	<u>\$ (89,534.59)</u>	<u>\$ (32,916.66)</u>	<u>\$ (56,617.93)</u>
Net Operating Cash Change	<u><u>\$ 18,974.26</u></u>	<u><u>\$ (4,442.14)</u></u>	<u><u>\$ 23,416.40</u></u>	<u><u>\$ (65,971.27)</u></u>	<u><u>\$ (22,210.78)</u></u>	<u><u>\$ (43,760.49)</u></u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 128,348.79	\$ 62,377.52	\$ (65,971.27)
Operating Acct MMKT-FFB*	10,135.11	10,139.29	4.18
Tax & Insurance-FFB	15,797.91	24,505.26	8,707.35
Security Acct-FFB	35,879.00	35,879.00	0.00
Repl Reserve-Berkadia Bank-IMP	306,773.74	317,550.41	10,776.67
Payables & Receivables:			
Accounts Payable - Trade	6,673.78	18,546.61	11,872.83
Rents Receivable - Current Tenants	1,408.62	1,895.00	486.38
Other Tenant Charges Receivable	1,363.00	3,650.00	2,287.00

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 3,152.25	\$ 4,879.58	\$ (1,727.33)	\$ 18,699.38	\$ 24,397.91	\$ (5,698.53)
Janitorial/Cleaning Supplies	38.26	276.58	(238.32)	1,158.72	1,382.91	(224.19)
Plumbing Repairs	109.00	83.33	25.67	1,280.55	416.66	863.89
Painting & Decorating	210.16	219.58	(9.42)	804.19	1,097.91	(293.72)
Repairs & Maintenance - Supply	1,094.08	750.00	344.08	6,911.94	3,750.00	3,161.94
Repairs & Maintenance - Contract	2,484.00	2,112.58	371.42	16,831.90	10,562.91	6,268.99
Grounds Maintenance	915.00	1,140.00	(225.00)	4,600.00	5,700.00	(1,100.00)

Park Avenue 569
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Elevator Maintenance & Contract	\$ 1,661.90	\$ 706.50	\$ 955.40	\$ 5,169.70	\$ 3,532.50	\$ 1,637.20
Pest Control Service	1,365.00	1,335.42	29.58	3,545.00	6,677.09	(3,132.09)
Fire/Alarm Services	465.00	495.25	(30.25)	4,198.09	2,476.25	1,721.84
Security Service	1,380.00	493.00	887.00	3,870.75	2,465.00	1,405.75
Capital Improvements - Other	211.10	112.50	98.60	569.09	562.50	6.59
Capital Improvements - Flooring	1,284.31	0.00	1,284.31	9,969.06	0.00	9,969.06
Capital Improvements - Appliance	0.00	0.00	0.00	1,302.36	0.00	1,302.36
Capital Improvements - HVAC Repl	1,167.50	0.00	1,167.50	2,356.68	0.00	2,356.68
Capital Improvements - Water Heat	0.00	0.00	0.00	599.53	0.00	599.53
Carpet Cleaning	100.00	333.33	(233.33)	996.00	1,666.66	(670.66)
HVAC Repairs	0.00	225.00	(225.00)	239.00	1,125.00	(886.00)
Cable Service	148.85	0.00	148.85	297.70	0.00	297.70
Tenant Services	0.00	166.67	(166.67)	1,021.37	833.34	188.03
Total Maint. & Operating Exp.	\$ 15,786.41	\$ 13,329.32	\$ 2,457.09	\$ 84,421.01	\$ 66,646.64	\$ 17,774.37
Utilities:						
Electricity	\$ 3,765.47	\$ 4,776.42	\$ (1,010.95)	\$ 20,547.07	\$ 23,882.09	\$ (3,335.02)
Water	1,286.78	1,170.58	116.20	4,339.67	5,852.91	(1,513.24)
Sewer	2,458.72	2,458.83	(.11)	12,294.30	12,294.16	.14
Heating Fuel/Other	284.43	316.83	(32.40)	2,663.60	1,584.16	1,079.44
Garbage & Trash Removal	550.39	592.08	(41.69)	2,957.95	2,960.41	(2.46)
Total Utilities	\$ 8,345.79	\$ 9,314.74	\$ (968.95)	\$ 42,802.59	\$ 46,573.73	\$ (3,771.14)
Administrative:						
Manager's Salary	\$ 3,449.50	\$ 3,671.58	\$ (222.08)	\$ 19,353.63	\$ 18,357.91	\$ 995.72
Management Fees	3,661.71	3,592.83	68.88	18,503.53	17,964.16	539.37
Bad Debt Expense	0.00	175.00	(175.00)	0.00	875.00	(875.00)
Auditing	625.00	625.00	0.00	3,125.00	3,125.00	0.00
Bookkeeping Fees	535.00	535.00	0.00	2,675.00	2,675.00	0.00
Legal	55.00	100.00	(45.00)	55.00	500.00	(445.00)
Other Administrative Expenses	3.20	25.00	(21.80)	164.24	125.00	39.24
Total Administrative Expense	\$ 8,329.41	\$ 8,724.41	\$ (395.00)	\$ 43,876.40	\$ 43,622.07	\$ 254.33
Taxes & Insurance Reserve For:						
Special Assessments	\$ 0.00	\$ 25.67	\$ (25.67)	\$ 0.00	\$ 128.34	\$ (128.34)
Property Insurance	1,927.92	2,016.42	(88.50)	9,639.60	10,082.09	(442.49)
Other Insurance	0.00	104.33	(104.33)	0.00	521.66	(521.66)
Total Taxes & Insurance Expense	\$ 1,927.92	\$ 2,146.42	\$ (218.50)	\$ 9,639.60	\$ 10,732.09	\$ (1,092.49)
Other Taxes & Insurance:						
Payroll Taxes	\$ 494.15	\$ 904.08	\$ (409.93)	\$ 3,895.77	\$ 4,520.41	\$ (624.64)
Other Taxes, Fees & Permits	0.00	166.67	(166.67)	800.00	833.34	(33.34)
Bond Premiums	0.00	76.83	(76.83)	0.00	384.16	(384.16)
Worker's Compensation Insurance	384.55	839.83	(455.28)	2,175.49	4,199.16	(2,023.67)

Park Avenue 569
For the Month Ended May 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Personnel Medical Insurance	\$ 836.26	\$ 2,467.00	\$ (1,630.74)	\$ 4,580.52	\$ 12,335.00	\$ (7,754.48)
Total Other Taxes & Insurance	<u>\$ 1,714.96</u>	<u>\$ 4,454.41</u>	<u>\$ (2,739.45)</u>	<u>\$ 11,451.78</u>	<u>\$ 22,272.07</u>	<u>\$ (10,820.29)</u>
Other Project Expenses						
Telephone & Answering Service	\$ 497.39	\$ 480.00	\$ 17.39	\$ 2,478.96	\$ 2,400.00	\$ 78.96
Internet Service	119.57	251.00	(131.43)	1,036.58	1,255.00	(218.42)
Advertising	0.00	16.67	(16.67)	62.59	83.34	(20.75)
Water/Coffee Service	0.00	85.75	(85.75)	282.65	428.75	(146.10)
Office Supplies & Expense	67.34	450.83	(383.49)	1,894.92	2,254.16	(359.24)
Postage	0.00	84.58	(84.58)	169.76	422.91	(253.15)
Toner/Copier Expense	219.70	248.25	(28.55)	1,357.24	1,241.25	115.99
Office Furniture & Equipment Expe	0.00	141.67	(141.67)	182.31	708.34	(526.03)
Travel & Promotion	0.00	41.67	(41.67)	400.00	208.34	191.66
Training Expense	0.00	61.75	(61.75)	617.68	308.75	308.93
Credit Checking	23.00	29.17	(6.17)	63.50	145.84	(82.34)
Employee Meals	0.00	8.33	(8.33)	32.93	41.66	(8.73)
Total Other Project Expenses	<u>\$ 927.00</u>	<u>\$ 1,899.67</u>	<u>\$ (972.67)</u>	<u>\$ 8,579.12</u>	<u>\$ 9,498.34</u>	<u>\$ (919.22)</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 25,956.27	\$ 26,105.42	\$ (149.15)	\$ 129,781.35	\$ 130,527.09	\$ (745.74)
Managing General Partner Fees	\$ 1,047.08	\$ 1,066.00	\$ (18.92)	\$ 5,235.40	\$ 5,330.00	\$ (94.60)
Transfer - Reserves	2,675.00	2,675.00	0.00	13,375.00	13,375.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 29,678.35</u>	<u>\$ 29,846.42</u>	<u>\$ (168.07)</u>	<u>\$ 148,391.75</u>	<u>\$ 149,232.09</u>	<u>\$ (840.34)</u>
Total Expenses	<u>\$ 66,709.84</u>	<u>\$ 69,715.39</u>	<u>\$ (3,005.55)</u>	<u>\$ 349,162.25</u>	<u>\$ 348,577.03</u>	<u>\$ 585.22</u>
Authorized Reserve - Other	\$ 0.00	\$ 6,583.33	\$ (6,583.33)	\$ 2,500.00	\$ 32,916.66	\$ (30,416.66)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 6,583.33</u>	<u>\$ (6,583.33)</u>	<u>\$ 2,500.00</u>	<u>\$ 32,916.66</u>	<u>\$ (30,416.66)</u>

Monthly Property Summary Report

75 Harvest Park Court

May 2020



HARVEST
P A R K

CHICO, CA.

90 UNITS

TAX CREDIT

INCOME AND EXPENSE SUMMARY

Total Operating Income Actual/Month:	\$78,096.00
Total Operating Income Budget/Month:	\$77,000.00
Total Operating Income Actual/YTD:	\$378,546.76
Total Operating Income Budget/YTD:	\$377,913.13
Total Operating Expenses Actual/Month:	\$17,097.02
Total Operating Expenses Budget/Month:	\$28,744.56
Total Operating Expenses Actual/YTD:	\$158,604.59
Total Operating Expenses Budget/YTD:	\$165,358.95
Total Net Operating Income Actual/Month:	\$57,787.98
Total Net Operating Income Budget/Month:	\$46,672.70
Total Net Operating Income Actual/YTD:	\$219,960.17
Total Net Operating Income Budget/YTD:	\$212,544.18

BUDGET VARIANCE REPORT

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

6539-0000 – Maintenance Payroll positive Variance is due to not having Maintenance staff for the month, Manager worked on turning units, we have hired a new maintenance tech now.

6522-0000 – Grounds Contract Variance due to two periods of invoicing hitting this month.

6535-000 – Cleaning contract Variance due to not having maintenance staff to assist with turn overs, cost offset by Maint payroll savings.

6562-0000 – Decorator Supplies Contract services Variance due not having Maint staff avail to assist with unit turns.

6311-0000 – Office Supplies Variance due to site computer repair costs.

SUMMARY OF CAPITAL EXPENSES AND IMPROVEMENTS

YTD Budgeted Capital Improvements / Cash Flow: \$45,790

YTD Actual Capital Improvements / Cash Flow: \$9,167.91

YTD Budgeted Capital Improvements / RR: * See Below

YTD Actual Capital Improvements / RR: * See Below

NOTE: CAPITAL EXPENSE GL CODE IS BEING CHANGED. 1499.0002 IS NO LONGER BEING USED.

Description of Capital Improvements YTD:

Carpet Replacement: Unit 13, 215,138

Dryer:

Washer replaced in units: 221

Fridge replaced in unit: 221

Dishwasher Replaced in unit: 239,133

Landscape Improvements Trimmed/Removed Trees:

GENERAL PROPERTY ISSUES and HIGHLIGHTS

We hired a new maintenance tech, his name is Phillip and comes to us with a lot of maintenance experience, we should see some savings in vendor calls in the future with this new hire.

Budget Comparison

Period = May 2020

Book = Accrual ; Tree = is ahdc

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
	INCOME									
	RENTAL INCOME									
5120-0000	Rental Income	52,683.00	77,000.00	-24,317.00	-31.58	271,771.00	385,000.00	-113,229.00	-29.41	933,240.00
5150-0000	Rental Assistance	20,555.00	0.00	20,555.00	N/A	94,419.00	0.00	94,419.00	N/A	0.00
5221-0000	Gain/(Loss) to Lease	4,858.00	0.00	4,858.00	N/A	18,740.00	0.00	18,740.00	N/A	0.00
	TOTAL RENTAL INCOME	78,096.00	77,000.00	1,096.00	1.42	384,930.00	385,000.00	-70.00	-0.02	933,240.00
	MISC. INCOME									
5330-0000	Tenant Services	75.00	0.00	75.00	N/A	125.00	0.00	125.00	N/A	0.00
5332-0000	Application Fees	0.00	70.00	-70.00	-100.00	315.00	280.00	35.00	12.50	700.00
5385-0000	Late/Term Fees	0.00	150.00	-150.00	-100.00	100.00	750.00	-650.00	-86.67	1,800.00
5390-0000	Miscellaneous Income	-50.00	0.00	-50.00	N/A	0.00	0.00	0.00	N/A	0.00
5390-0002	Damages	0.00	400.00	-400.00	-100.00	2,902.00	2,000.00	902.00	45.10	4,800.00
	Cable Revenue	0.00	0.00	0.00	N/A	1,053.20	1,800.00	-746.80	-41.49	3,600.00
	TOTAL MISC. INCOME	25.00	620.00	-595.00	-95.97	4,495.20	4,830.00	-334.80	-6.93	10,900.00
	OTHER INCOME									
5493-0000	Int on Replacement Reserve	0.00	4.09	-4.09	-100.00	12.56	20.45	-7.89	-38.58	49.08
	TOTAL OTHER INCOME	0.00	4.09	-4.09	-100.00	12.56	20.45	-7.89	-38.58	49.08
	VACANCY LOSS/RENTAL LOSS/BAD DEBT									
5218-0000	Free Rent-Marketing Concession	-100.00	-150.00	50.00	33.33	-700.00	-750.00	50.00	6.67	-1,800.00
5220-0000	Vacancies - Apartment	-2,175.00	-1,096.83	-1,078.17	-98.30	-5,618.00	-4,387.32	-1,230.68	-28.05	-9,871.47
6330-0002	Office Manager Rent Free Unit	-961.00	0.00	-961.00	N/A	-2,728.00	0.00	-2,728.00	N/A	0.00
6539-0002	Maintenance Staff Rent Free Unit	0.00	-960.00	960.00	100.00	-1,814.00	-4,800.00	2,986.00	62.21	-11,520.00
6370-0000	Bad Debt Expense	0.00	0.00	0.00	N/A	0.00	-1,250.00	1,250.00	100.00	-2,500.00
6370-0004	Bad Debt-Miscellaneous	0.00	0.00	0.00	N/A	-13.00	-750.00	737.00	98.27	-1,500.00
	TOTAL VACANCY	-3,236.00	-2,206.83	-1,029.17	-46.64	-10,873.00	-11,937.32	1,064.32	8.92	-27,191.47
	TOTAL INCOME	74,885.00	75,417.26	-532.26	-0.71	378,564.76	377,913.13	651.63	0.17	916,997.61
	EXPENSES									
	MANAGEMENT FEES									
6320-0000	Management Fee	3,812.38	3,750.86	-61.52	-1.64	19,203.80	18,705.64	-498.16	-2.66	45,429.84
	TOTAL MANAGEMENT FEES	3,812.38	3,750.86	-61.52	-1.64	19,203.80	18,705.64	-498.16	-2.66	45,429.84
	REAL ESTATE TAXES									
6710-0000	Taxes - Real Estate	13.41	14.00	0.59	4.21	67.05	70.00	2.95	4.21	168.00
6712-0000	Taxes - Other	0.00	0.00	0.00	N/A	87.00	418.00	331.00	79.19	418.00
	TOTAL REAL ESTATE TAXES	13.41	14.00	0.59	4.21	154.05	488.00	333.95	68.43	586.00

Budget Comparison

Period = May 2020

Book = Accrual ; Tree = is ahdc

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
	INSURANCE									
6720-0000	Insurance - Property	2,245.00	2,228.00	-17.00	-0.76	10,856.50	10,822.00	-34.50	-0.32	26,418.00
6720-0002	Franchise Tax - Calif Pnps	0.00	0.00	0.00	N/A	800.00	800.00	0.00	0.00	800.00
	TOTAL INSURANCE	2,245.00	2,228.00	-17.00	-0.76	11,656.50	11,622.00	-34.50	-0.30	27,218.00
	UTILITIES EXPENSE									
6430-0000	Electricity Vacant	0.00	29.67	29.67	100.00	19.53	148.35	128.82	86.84	356.04
6430-0001	Employee Unit Utility	0.00	78.00	78.00	100.00	105.24	390.00	284.76	73.02	936.00
6440-0000	Gas/Oil Heat Vacant	0.00	10.00	10.00	100.00	3.17	50.00	46.83	93.66	120.00
6450-0000	Electricity	1,206.11	1,600.00	393.89	24.62	7,204.34	7,300.00	95.66	1.31	17,700.00
6451-0000	Water & Sewer	157.23	4,200.00	4,042.77	96.26	20,433.05	20,070.00	-363.05	-1.81	50,141.00
6452-0000	Natural Gas Heat	26.71	45.00	18.29	40.64	1,523.65	705.00	-818.65	-116.12	1,523.00
6454-0000	Utility Processing	36.72	55.00	18.28	33.24	155.04	575.00	419.96	73.04	960.00
6470-0000	Rubbish Removal	912.96	1,050.00	137.04	13.05	4,622.34	5,100.00	477.66	9.37	12,150.00
	TOTAL UTILITY EXPENSE	2,339.73	7,067.67	4,727.94	66.90	34,066.36	34,338.35	271.99	0.79	83,886.04
	PAYROLL									
6310-0000	Office Payroll	118.66	0.00	-118.66	N/A	593.30	0.00	-593.30	N/A	0.00
6330-0000	Manager's Payroll	2,636.18	3,019.25	383.07	12.69	17,125.86	16,970.85	-155.01	-0.91	43,776.70
6539-0000	Maintenance Payroll - General	0.00	2,638.20	2,638.20	100.00	7,070.75	13,691.00	6,620.25	48.35	35,975.73
6714-0001	Taxes-Payroll Administrative	327.64	230.97	-96.67	-41.85	2,105.66	1,796.26	-309.40	-17.22	3,846.90
6714-0002	Taxes-Payroll Maintenance	0.00	201.82	201.82	100.00	912.78	1,545.36	632.58	40.93	3,250.13
6724-0001	Workers Compensation-Payroll Admin	199.69	218.52	18.83	8.62	998.45	1,092.60	94.15	8.62	2,622.24
6724-0002	Workers Compensation-Payroll Maintenance	165.54	179.58	14.04	7.82	827.70	897.90	70.20	7.82	2,154.96
6726-0001	Health Ins & Other Benefits-Payroll Admin	653.36	959.41	306.05	31.90	3,138.06	4,853.29	1,715.23	35.34	11,877.89
6726-0002	Health Ins & Other Benefits-Payroll Maint.	20.64	945.39	924.75	97.82	1,474.30	4,741.95	3,267.65	68.91	11,609.28
	TOTAL PAYROLL	4,121.71	8,393.14	4,271.43	50.89	34,246.86	45,589.21	11,342.35	24.88	115,113.83
	OPERATING & MAINTENANCE EXPENSE									
6462-0000	Exterminating Contract	-1,858.18	420.00	2,278.18	542.42	-8.18	2,900.00	2,908.18	100.28	7,440.00
6490-0019	Property Expense Covid19 Coronavirus	66.39	0.00	-66.39	N/A	130.38	0.00	-130.38	N/A	0.00
6511-0000	Security Contract & Repairs	0.00	0.00	0.00	N/A	1,238.10	1,218.00	-20.10	-1.65	9,936.00
6521-0000	Grounds Supplies	800.00	75.00	-725.00	-966.67	2,040.00	2,045.00	5.00	0.24	2,920.00
6522-0000	Grounds Contract	3,300.00	1,650.00	-1,650.00	-100.00	8,250.00	8,250.00	0.00	0.00	19,800.00
6522-0001	Landscaping	91.11	0.00	-91.11	N/A	91.11	0.00	-91.11	N/A	0.00
6541-0000	Maintenance Supplies	-3,488.54	583.33	4,071.87	698.04	3,359.87	2,916.65	-443.22	-15.20	6,999.96
6545-0000	Repairs - Contract - General	-2,410.00	500.00	2,910.00	582.00	1,502.00	2,500.00	998.00	39.92	6,000.00
6546-0000	Repairs - Contract - Electric	0.00	0.00	0.00	N/A	0.00	500.00	500.00	100.00	1,000.00
6547-0000	Repairs - Contract - HVAC	340.00	500.00	160.00	32.00	340.00	500.00	160.00	32.00	2,000.00

Budget Comparison

Period = May 2020

Book = Accrual ; Tree = is ahdc

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6548-0000	Repairs - Contract - Plumbing	130.00	241.67	111.67	46.21	979.70	1,488.35	508.65	34.18	3,180.04
6552-0000	Uniforms	0.00	0.00	0.00	N/A	0.00	250.00	250.00	100.00	500.00
6580-0000	Maintenance Equipment Expense	0.00	0.00	0.00	N/A	0.00	250.00	250.00	100.00	250.00
6581-0000	Appliance Repair	-375.31	250.00	625.31	250.12	1,465.18	1,250.00	-215.18	-17.21	3,000.00
6582-0000	Lock & Key Expense	21.45	0.00	-21.45	N/A	21.45	0.00	-21.45	N/A	0.00
6991-0000	Pool Supplies	52.07	175.00	122.93	70.25	135.07	455.00	319.93	70.31	1,260.00
6992-0000	Pool Contract	245.00	259.00	14.00	5.41	969.49	1,295.00	325.51	25.14	3,108.00
	TOTAL OPERATING & MAINT. EXPS.	-3,086.01	4,654.00	7,740.01	166.31	20,514.17	25,818.00	5,303.83	20.54	67,394.00
	TURNOVER COSTS									
6531-0000	Cleaning Supplies	0.00	0.00	0.00	N/A	0.00	200.00	200.00	100.00	400.00
6532-0000	Cleaning Contract	2,205.00	0.00	-2,205.00	N/A	2,205.00	1,150.00	-1,055.00	-91.74	2,300.00
6544-0000	Turnover- Maintenance/Repairs	-55.61	0.00	55.61	N/A	0.00	0.00	0.00	N/A	0.00
6561-0000	Decorator Supplies	-698.11	0.00	698.11	N/A	1,520.96	500.00	-1,020.96	-204.19	1,000.00
6562-0000	Decorator Contract Services	2,529.00	0.00	-2,529.00	N/A	2,529.00	0.00	-2,529.00	N/A	300.00
	TOTAL TURNOVER COSTS	3,980.28	0.00	-3,980.28	N/A	6,254.96	1,850.00	-4,404.96	-238.11	4,000.00
	MARKETING									
6203-0000	Conventions & Meetings	-35.00	0.00	35.00	N/A	0.00	0.00	0.00	N/A	0.00
6210-0000	Rental Advertising	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	400.00
6212-0000	Collateral Materials/Brand Identity	80.27	109.00	28.73	26.36	743.12	995.00	251.88	25.31	1,958.00
6216-0000	Promotions & Promotional Items	0.00	0.00	0.00	N/A	0.00	78.00	78.00	100.00	156.00
6290-0000	Miscellaneous Renting Expense	40.50	48.33	7.83	16.20	202.50	321.65	119.15	37.04	739.96
6981-0000	Resident Supplies	56.10	66.67	10.57	15.85	172.28	333.35	161.07	48.32	800.04
	TOTAL MARKETING	141.87	224.00	82.13	36.67	1,117.90	1,728.00	610.10	35.31	4,054.00
	ADMINISTRATIVE EXPENSES									
6280-0000	Credit Reports & Fees	0.00	10.60	10.60	100.00	42.29	53.00	10.71	20.21	127.20
6311-0000	Office Expenses	1,193.44	566.17	-627.27	-110.79	4,334.77	2,977.76	-1,357.01	-45.57	7,679.05
6312-0000	Copy Machine	155.34	131.50	-23.84	-18.13	498.63	657.50	158.87	24.16	1,578.00
6313-0000	Postage	39.17	33.33	-5.84	-17.52	159.28	166.65	7.37	4.42	399.96
6316-0000	Travel/Mileage	0.00	100.00	100.00	100.00	1,050.08	500.00	-550.08	-110.02	1,145.00
6316-0003	Training	0.00	0.00	0.00	N/A	831.20	751.15	-80.05	-10.66	1,718.30
6316-0004	Training - New Employee Orientation	400.00	0.00	-400.00	N/A	625.00	0.00	-625.00	N/A	0.00
6340-0000	Legal Expense	0.00	0.00	0.00	N/A	0.00	900.00	900.00	100.00	1,800.00
6350-0000	Auditing	0.00	0.00	0.00	N/A	12,000.00	12,337.50	337.50	2.74	12,337.50
6355-0001	Administrative Fees	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	2,250.00
6360-0000	Telephone	1,463.79	1,110.00	-353.79	-31.87	9,208.04	5,550.00	-3,658.04	-65.91	13,320.00
6380-0000	Advertising - Employees	0.00	0.00	0.00	N/A	385.00	0.00	-385.00	N/A	0.00
6385-0000	Dues and Memberships	0.00	0.00	0.00	N/A	243.00	180.00	-63.00	-35.00	450.00

Budget Comparison

Period = May 2020

Book = Accrual ; Tree = is ahdc

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6390-0000	Miscellaneous	0.00	340.00	340.00	100.00	162.55	540.00	377.45	69.90	740.00
6391-0000	Licenses	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	150.00
6392-0000	Bank Charges	276.91	121.29	-155.62	-128.30	1,850.15	606.19	-1,243.96	-205.21	1,454.44
	TOTAL ADMINISTRATIVE EXPENSES	3,528.65	2,412.89	-1,115.76	-46.24	31,389.99	25,219.75	-6,170.24	-24.47	45,149.45
	TOTAL EXPENSES	17,097.02	28,744.56	11,647.54	40.52	158,604.59	165,358.95	6,754.36	4.08	392,831.16
	NET OPERATING INCOME	57,787.98	46,672.70	11,115.28	23.82	219,960.17	212,554.18	7,405.99	3.48	524,166.45
	REPLACEMENT RESERVE/OTHER ESCROWS									
1316-0000	Escrow - Replacement Reserve	2,332.50	2,333.00	0.50	0.02	11,662.50	11,665.00	2.50	0.02	27,996.00
1317-0000	Res for Replacement Withdrawals	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	-13,010.00
	TOTAL REPLACEMENT RESERVE/OTHER ESCROWS	2,332.50	2,333.00	0.50	0.02	11,662.50	11,665.00	2.50	0.02	14,986.00
	DEBT SERVICE									
2320-0000	Mortgage Payable -1st Mortgage	5,000.00	5,000.00	0.00	0.00	25,000.00	25,000.00	0.00	0.00	60,000.00
6820-0000	Interest on Mortgage	11,026.25	11,026.25	0.00	0.00	55,190.63	55,190.63	0.00	0.00	132,077.53
6824-0000	Interest on Mortgage - 4th	1,297.17	1,297.17	0.00	0.00	6,485.85	6,485.85	0.00	0.00	15,566.04
6828-0000	Service Fee	6,084.58	6,061.16	-23.42	-0.39	30,485.33	30,349.98	-135.35	-0.45	72,654.50
	TOTAL DEBT SERVICE	23,408.00	23,384.58	-23.42	-0.10	117,161.81	117,026.46	-135.35	-0.12	280,298.07
	MISCELLANEOUS									
6890-0000	Miscellaneous Financial Exp	416.67	416.67	0.00	0.00	2,083.35	2,083.35	0.00	0.00	5,000.04
6892-0000	Trustee Fees	283.33	325.00	41.67	12.82	1,416.65	1,625.00	208.35	12.82	3,900.00
	TOTAL MISCELLANEOUS	700.00	741.67	41.67	5.62	3,500.00	3,708.35	208.35	5.62	8,900.04
	CAPITAL EXPENDITURES									
1415-0002	Landscape & Land Improvements	0.00	5,200.00	5,200.00	100.00	0.00	5,200.00	5,200.00	100.00	5,200.00
1430-0002	Building Equipment - Fixed	1,836.05	0.00	-1,836.05	N/A	1,836.05	1,500.00	-336.05	-22.40	1,500.00
1431-0001	Building Improv-R/R	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	13,010.00
1431-0002	Building Improvements	0.00	0.00	0.00	N/A	0.00	11,500.00	11,500.00	100.00	12,895.00
1440-0001	Carpet/Flooring R/R	-2,415.80	0.00	2,415.80	N/A	0.00	0.00	0.00	N/A	0.00
1440-0002	Carpet/Flooring	1,295.80	2,000.00	704.20	35.21	4,912.56	10,000.00	5,087.44	50.87	22,000.00
1461-0002	Furniture & Fixtures	0.00	12,990.00	12,990.00	100.00	0.00	12,990.00	12,990.00	100.00	12,990.00
1486-0000	Appliances	2,419.30	0.00	-2,419.30	N/A	2,419.30	4,600.00	2,180.70	47.41	7,400.00
6516-0000	Repairs-Res for Replacement	-59.47	0.00	59.47	N/A	0.00	0.00	0.00	N/A	0.00
	TOTAL CAPITAL EXPENDITURES	3,075.88	20,190.00	17,114.12	84.77	9,167.91	45,790.00	36,622.09	79.98	74,995.00
	MORTGAGOR EXPENSES									

Budget Comparison

Period = May 2020

Book = Accrual ; Tree = is ahdc

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7115-0000	Non Profit Fee	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	20,000.00
7135-0000	Asset Management Fee Paid from Surplus	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	11,255.00
7153-0000	Administration Fee Expense	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	8,955.00
	TOTAL MORTGAGOR EXPENSES	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	40,210.00
	PROFIT / LOSS	28,271.60	23.45	28,248.15	120,461.19	78,467.95	34,364.37	44,103.58	128.34	104,777.34
	ADDITIONAL ADJUSTMENTS TO CASH FLOW									
	Cash - Other	-553.66	0.00	-553.66	N/A	-3,268.30	0.00	-3,268.30	N/A	0.00
	Accounts Payable	4,833.67	0.00	4,833.67	N/A	5,530.11	0.00	5,530.11	N/A	0.00
	Net A/R	1,451.00	0.00	1,451.00	N/A	5,602.86	0.00	5,602.86	N/A	0.00
	Net Prepays	-3,404.42	0.00	-3,404.42	N/A	-1,888.92	0.00	-1,888.92	N/A	0.00
	Net Accruals	1,662.40	-1,297.17	2,959.57	228.16	5,725.31	-6,485.85	12,211.16	188.27	-15,566.04
	Net Real Estate Tax	-0.68	-14.00	13.32	95.14	-3.40	-70.00	66.60	95.14	-168.00
	Net Insurance	-89.39	-2,228.00	2,138.61	95.99	8,452.99	-10,822.00	19,274.99	178.11	-26,418.00
	Loan/Note Payable	0.00	0.00	0.00	N/A	415.00	0.00	415.00	N/A	0.00
	Escrows - Other	0.00	-4.09	4.09	100.00	-12.56	-20.45	7.89	38.58	-49.08
	TOTAL CASH FLOW ADJUSTMENTS	3,898.92	-3,543.26	7,442.18	210.04	20,553.09	-17,398.30	37,951.39	218.13	-42,201.12
	NET ADJUSTED CASH FLOW	32,170.52	-3,519.81	35,690.33	1,013.98	99,021.04	16,966.07	82,054.97	483.64	62,576.22
	Net Change in Cash from TB	32,170.52	0.00	-32,170.52	N/A	99,021.04	0.00	-99,021.04	N/A	0.00



GRIDLEY SPRINGS

May 2020

Property Status:

1. GSI is 100% occupied with Zero notices to vacate.
2. GSII has 1 Vacant (pre-leased) unit and Zero notices to vacate.
3. We have very little deferred rent due to COVID-19 for May 2020:
GSI = \$416.00; GSII-\$166.00
4. Thankfully as of this date there are Zero reported cases of covid-19 at Gridley Springs.

Thank you!
Mac Upshaw



DHI GRIDLEY SPRINGS I
As of
May 31, 2020

CASH SUMMARY - Operating Account

	MAY		5 months YTD	
	2020	%%	2020	%%
Total Rent Revenue	24,153.00	100.00%	116,162.41	100.00%
Vacancies	0.00	0.00%	0.00	0.00%
Net Rental Revenue	24,153.00	100.00%	116,162.41	100.00%
Other Income	285.17	1.18%	1,118.99	0.96%
Total Revenue	24,438.17	101.18%	117,281.40	100.96%
Expenses:				
Administrative Expenses	4,474.98	18.53%	29,589.80	25.47%
Utilities	2,562.63	10.61%	12,120.11	10.43%
Operating & Maintenance	1,902.39	7.88%	14,505.81	12.49%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	694.96	2.88%	5,156.18	4.44%
Total Expenses	9,634.96	37.01%	61,371.90	51.61%
Net Operating Income	14,803.21	18.49%	55,909.50	22.92%
Interest and Finance Expense	4,509.43	18.67%	8,465.09	7.29%
Replacement Costs	1,523.21	6.31%	4,063.60	3.50%
Net Cash Flow from Operations	8,770.57		43,380.81	
Plus (Minus)				
Interest Income	(2.80)		(33.73)	
Unpaid Rent Collected (Owed)	222.00		334.00	
Unpaid Subsidy Rent Collected (Owed)	0.00		(243.98)	
Impound/Escrow Funds	(2,489.40)		(8,946.27)	
Prepaid Rent Received (Absorbed)	(731.00)		(239.00)	
Security Deposits Received (Refunded)	445.00		1,317.00	
Mortgage Principle payment	(31,869.94)		(42,124.36)	
Net Cash Increase (Decrease)	(25,655.57)		(6,555.53)	
Beginning of Period Cash Balance	18,272.46		44.03	
Transfer from (to) Savings	0.00		0.00	
Transfer From (To) Impound Account	32,400.00		32,400.00	
Transfer from (to) Security account	0.00		(871.61)	
Ending Cash Balance - Operating Account	\$25,016.89		\$25,016.89	
- Security Deposit Accounts			\$16,506.87	
- USDA Reserves			\$92,892.34	

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

**Income Statement
DHI GRIDLEY SPRINGS I**

As of
May 31, 2020

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	11,526.00	23,098.00	(11,572.00)	53,347.00	115,490.00	(62,143.00)
Tenant Assistance Payments	12,627.00	0.00	12,627.00	62,815.41	0.00	62,815.41
Total Revenue	24,153.00	23,098.00	1,055.00	116,162.41	115,490.00	672.41
Apartment Vacancies	0.00	(484.00)	484.00	0.00	(2,421.25)	2,421.25
Total Vacancies	0.00	(484.00)	484.00	0.00	(2,421.25)	2,421.25
NET RENTAL REVENUE	24,153.00	22,614.00	1,539.00	116,162.41	113,068.75	3,093.66
Interest Income-Other Cash	2.67	8.00	(5.33)	33.07	40.00	(6.93)
Interest Income-Sec Deposits	0.13	4.00	(3.87)	0.66	20.50	(19.84)
Total Financial Revenue	2.80	12.00	(9.20)	33.73	60.50	(26.77)
NSF and Late Fee Income	0.00	5.00	(5.00)	0.00	23.00	(23.00)
Misc Tenant Charges/Damages & Cleaning	0.00	0.00	0.00	0.00	0.00	0.00
Legal Collections	0.00	0.00	0.00	0.00	0.00	0.00
Laundry Revenue	282.37	161.00	121.37	1,085.26	803.00	282.26
Total Other Revenue	282.37	166.00	116.37	1,085.26	826.00	259.26
TOTAL REVENUE	24,438.17	22,792.00	1,646.17	117,281.40	113,955.25	3,326.15
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	25.00	(25.00)	0.00	125.00	(125.00)
Rent Concessions	0.00	0.00	0.00	24.00	0.00	24.00
Credit Reports	0.00	0.00	0.00	54.47	0.00	54.47
IT Support Services	171.00	0.00	171.00	855.00	0.00	855.00
Telephone & Answering Service	0.00	108.00	(108.00)	215.61	542.00	(326.39)
USDA 538 Boneville Fee/Surcharges	0.00	0.00	0.00	0.00	0.00	0.00
USDA 515 MINC Fee/Surcharges	244.00	0.00	244.00	1,220.00	0.00	1,220.00
Postage and Mailing	0.00	0.00	0.00	262.35	0.00	262.35
Taxes and Licenses	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Expenses	0.00	0.00	0.00	592.60	0.00	592.60
Office Supplies/Expenses	220.06	150.00	70.06	823.20	750.00	73.20
Dues and Subscriptions	0.00	0.00	0.00	85.71	0.00	85.71
Management Fee	2,080.00	2,015.00	65.00	9,815.00	10,075.00	(260.00)
Manager Salaries	1,759.92	1,775.00	(15.08)	8,641.86	8,875.00	(233.14)
Education/Registration Fees	0.00	83.00	(83.00)	0.00	417.00	(417.00)
Legal Expense	0.00	83.00	(83.00)	0.00	417.00	(417.00)
Auditing Fees	0.00	0.00	0.00	7,000.00	7,400.00	(400.00)
Other Administrative Costs	0.00	250.00	(250.00)	0.00	1,250.00	(1,250.00)
Total Administrative Expenses	4,474.98	4,489.00	(14.02)	29,589.80	29,851.00	(261.20)
Utility Expenses						
Electricity	668.49	586.00	82.49	2,834.66	2,928.00	(93.34)
Water	283.50	525.00	(241.50)	1,013.01	2,625.00	(1,611.99)
Gas	6.36	63.00	(56.64)	137.54	313.00	(175.46)
Sewer	1,076.73	1,167.00	(90.27)	5,497.15	5,833.00	(335.85)
Garbage and Trash Removal	527.55	667.00	(139.45)	2,637.75	3,334.00	(696.25)
Total Utility Expenses	2,562.63	3,008.00	(445.37)	12,120.11	15,033.00	(2,912.89)
Operating & Maintenance Expense						
Rec Room Cleaning & Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Clean and Repair Apartment	0.00	0.00	0.00	0.00	0.00	0.00
Exterminating Contract	100.00	0.00	100.00	600.00	0.00	600.00
Tree Service	0.00	400.00	(400.00)	0.00	2,000.00	(2,000.00)
Grounds Contract	0.00	1,167.00	(1,167.00)	3,000.00	1,042.00	1,958.00
Grounds Maintenance and Supplies	0.00	208.00	(208.00)	0.00	5,833.00	(5,833.00)
Maintenance Personnel	1,623.34	1,775.00	(151.66)	8,248.73	8,875.00	(626.27)
Repair Materials	179.05	225.00	(45.95)	892.78	1,125.00	(232.22)
Repair Contract/Vendor Labor	0.00	358.00	(358.00)	1,205.00	1,792.00	(587.00)
Electrical Repair/Supplies	0.00	0.00	0.00	75.00	0.00	75.00
HVAC Repair and Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Appliance Repair and Maintenance	0.00	0.00	0.00	67.30	0.00	67.30
Plumbing Repair and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Interior Painting and Supplies	0.00	83.00	(83.00)	417.00	416.00	1.00
Gas, Oil and Mileage	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating & Maint Expenses	1,902.39	4,216.00	(2,313.61)	14,505.81	21,083.00	(6,577.19)

Income Statement
DHI GRIDLEY SPRINGS I

As of
May 31, 2020

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	947.93	2,153.00	(1,205.07)
Payroll Taxes	272.00	292.00	(20.00)	2,102.70	1,458.00	644.70
Misc Taxes & Licenses	0.00	0.00	0.00	0.00	0.00	0.00
Property & Liability Insurance	0.00	761.00	(761.00)	0.00	3,804.00	(3,804.00)
Worker's Compensation	241.67	258.00	(16.33)	1,206.63	1,292.00	(85.37)
Health/Dental Insurance	181.29	467.00	(285.71)	898.92	2,333.00	(1,434.08)
Other Insurance	0.00	149.00	(149.00)	0.00	743.00	(743.00)
Total Taxes & Insurance Expenses	694.96	1,927.00	(1,232.04)	5,156.18	11,783.00	(6,626.82)
TOTAL EXPENSES	9,634.96	13,640.00	(4,005.04)	61,371.90	77,750.00	(16,378.10)
NET OPERATING INCOME (LOSS)	14,803.21	9,152.00	5,651.21	55,909.50	36,205.25	19,704.25
Interest & Finance Expense						
Mortgage Interest	1,289.43	0.00	1,289.43	5,165.09	0.00	5,165.09
General Partner Fee	3,200.00	0.00	3,200.00	3,200.00	0.00	3,200.00
Bank Fees	20.00	0.00	20.00	100.00	0.00	100.00
Total Interest & Finance Expense	4,509.43	0.00	4,509.43	8,465.09	0.00	8,465.09
OPERATING PROFIT (LOSS)	10,293.78	9,152.00	1,141.78	47,444.41	36,205.25	11,239.16
Replacements						
Roofing/Paving/Exterior	0.00	583.00	(583.00)	0.00	2,917.00	(2,917.00)
Appliance Replacement	0.00	199.00	(199.00)	2,515.79	996.00	1,519.79
Draperies and Blind Replacement	0.00	0.00	0.00	24.60	0.00	24.60
Carpet/ Flooring Replacement	0.00	668.00	(668.00)	0.00	3,338.00	(3,338.00)
HVAC Replacement	0.00	458.00	(458.00)	0.00	2,292.00	(2,292.00)
Plumbing Replacement	1,523.21	167.00	1,356.21	1,523.21	833.00	690.21
Glass Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture and Equipment Replacement	0.00	800.00	(800.00)	0.00	4,000.00	(4,000.00)
Door & Screen Repair/ Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Replacements	1,523.21	2,875.00	(1,351.79)	4,063.60	14,376.00	(10,312.40)
NET CASH FLOW FROM OPERATIONS	8,770.57	6,277.00	2,493.57	43,380.81	21,829.25	21,551.56

June 11, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: CORDILLERA APARTMENTS

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended May 31, 2020. This statement is accompanied by the following financial statements for the Cordillera Apartments.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. 2019/2020 Performance Review.
4. Capital Improvement Summary.

Cordillera Apartments had no vacant units for May, as there were no new move-ins or move-outs.

The total rental income for the month of May came to \$15,084.66 which was higher budget by \$1,319.66 due to collection of unpaid and prepaid rents and no vacancies. Total service income for the month came to \$268.10 which met budget. This brought the total May income to \$15,352.76, which was \$1,365.76 above budget for the reasons stated above.

Moving on to the monthly expenses, you will see that the renting expenses came to \$66.93 which met budget. Total administrative expenses for the month were \$1,893.83, which was lower than budget by \$106.17 due to collection of \$25.00 in collections fees and lower than budgeted resident manager expenses. Total utility expenses came to \$1,607.94 which was \$551.06 below budget for the month due to lower gas, electricity, and water expenses for the month of May. There were no apartment turnover expenses in May.

Mr. Ed Mayer, Executive Director
Chico, California

June 11, 2020
Page 2

The total maintenance expenses for May came to \$2,128.39, which met budget. This brought the net operating income to a total of \$9,655.67, which is \$2,332.67 higher than what was budgeted due to the conditions described above.

There were \$441.12 in capital improvement expenses for a dishwasher replacement for Unit #41-2 in May. The net project cash flow for the month was \$9,214.55 which was above budget by \$2,391.55.

As you review the Cash Balance Summary on the Cash Flow Statement for May, you will see that the property ended the month with total cash on hand of \$65,990.92. Of that amount, \$3,000.00 is in the general checking account, \$62,880.61 is in the general savings account and \$10.31 in the replacement reserve account and \$100.00 is petty cash.

Please give me a call if you have any questions regarding the Cordillera Apartments.

Sincerely yours,

CORDILLERA APARTMENTS



Richard Gillaspie
Property Manager

RG:ph
Enclosures

CORDILLERA APARTMENTS
2019 - 2020 PERFORMANCE REVIEW

CA08pr

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2015/16	10964	11839	12711	13063	13605	13294	11700	11879	13338	12835	13897	12887	152,013
TOTAL INCOME 2016/17	12897	13454	13984	13050	14438	13207	12429	13965	13308	12985	13292	13451	160,459
TOTAL INCOME 2017/18	12573	11906	12640	13899	12945	12516	11735	13266	13415	12226	13295	11688	152,105
TOTAL INCOME 2018/19	13197	12635	11399	12360	13598	15670	13303	13970	13758	14312	15142	16259	165,604
TOTAL INCOME 2019/20	13515	14196	14557	15528	14817	15866	15462	15353					119,294
VARIANCE	318	1561	3158	3168	1220	196	2159	1382					13,162
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 VACANCY LOSS	0	-695	-400	23	0	0	-348	-118	-701	-303	0	-45	-2,584
2016/17 VACANCY LOSS	0	0	0	0	0	0	0	0	0	0	0	0	0
2017/18 VACANCY LOSS	0	-1377	28	0	0	0	-660	-732	55	0	0	0	-2,687
2018/19 VACANCY LOSS	0	0	0	0	-1600	0	0	-745	-587	0	0	-900	-3,831
2019/20 VACANCY LOSS	-900	-1408	0	-900	-362	0	0	0					-3,570
VARIANCE	-900	-1408	0	-900	1238	0	0	745					-1,225
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 UNPAID RENTS	-1094	-302	205	-16	823	-1640	-142	-1307	1698	-66	-430	135	-2,137
2016/17 UNPAID RENTS	-275	-550	-95	512	1220	-18	-755	605	-83	-305	-522	55	-211
2017/18 UNPAID RENTS	-911	-840	-2043	1030	-665	-910	-860	-433	-406	-956	-1112	-2161	-10,267
2018/19 UNPAID RENTS	-1260	-1267	-2794	-1815	5969	971	-745	-828	642	-411	259	1266	-13
2019/20 UNPAID RENTS	173	418	966	1100	249	920	-484	119					3,461
VARIANCE	1433	1684	3761	2915	-5720	-51	261	947					5,229
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL OPER. EXP.	7689	6815	13468	10215	5574	8094	11930	9206	11314	8233	7254	8134	107,925
2016/17 TOTAL OPER. EXP.	6951	6078	7857	6823	6924	6880	11809	5761	4565	6685	7877	5482	83,693
2017/18 TOTAL OPER. EXP.	4727	8499	10532	8417	6199	4874	12195	9040	6518	6729	7753	6972	92,454
2018/19 TOTAL OPER. EXP.	8341	6123	7404	7912	8015	14053	23297	7543	7161	10852	5860	6068	112,629
2019/20 TOTAL OPER. EXP.	9324	5736	5837	10504	6255	8451	7597	5697					59,401
VARIANCE	983	-387	-1567	2591	-1760	-5602	-15700	-1845					-23,287
	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2015/16 TOTAL NOI	3275	5025	-757	2848	8031	5201	-230	2673	2023	4601	6643	4753	44,087
2016/17 TOTAL NOI	5946	7376	6127	6227	7514	6328	619	8204	8743	6300	5414	7969	76,767
2017/18 TOTAL NOI	7846	3408	2108	5482	6746	7643	-460	4226	6897	5497	5542	4716	59,650
2018/19 TOTAL NOI	4857	6512	3995	4448	5583	1616	-9994	6428	6597	3460	9282	10191	52,975
2019/20 TOTAL NOI	4192	8459	8720	5025	8562	7415	7865	9656					59,893
VARIANCE	-665	1948	4725	576	2980	5799	17859	3228					36,449

MEMO

Date: June 12, 2020

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – “Other Properties”

- Locust Apartments, Chico (10 units, family)
- #29 Evanswood Estates, Oroville (1 unit, family)
- Gridley Springs II, Gridley (24 units, family)
- 2131 Fogg Ave, (1 single family house) Demo

For Locust Apartments and #29 Evanswood Estates, please find the monthly reports provided by the property manager, RSC Associates Inc., following this memo. Please also find Sackett Corporation’s financials for Gridley Springs II.

Locust Apartments, Chico (12 units, Family, Owner: HACB, PM: RSC Assoc.) The property has zero (0) vacancy. Please find the RSC monthly owners report.

#29 Evanswood Estates, Oroville (1-unit, Family, Owner: HACB, PM: RSC Assoc.) This unit was vacant as of the beginning of May. The interior was painted and new flooring installed. This is the second time this unit has turned over since it was purchased. A new resident is moving in before the end of the month.

Gridley Springs II, Gridley (24 units, Family, Owner: HACB, PM: Sackett Corporation) The property currently has one (1) vacancy. Please find the Sackett Corporation’s Owner’s report following. The property may be subject to a restructuring, as Dawson Holdings, BCAHDC partner in GS I, has approached the HACB to consider re-unification of both GS I and II under single ownership.

2131 Fogg Ave, Oroville – (1-unit, Family, Owner: HACB, PM: HACB) This single family “Demo” house is occupied. Roof leaks have appeared with the onset of the rains, signaling the end of the useful life of the roofing. Bid proposals for repair/replacement were solicited but we did not get adequate response from area roofers, we will attempt again in this Summer, using temporary remedies in the meantime. An architect is being retained to schematically explore site use, principally, the exploration of use of “small houses” in building out the property.

Note that for next month’s report, these properties will be combined with the HACB’s de-cumbered Bond Properties for purposes of Board report memos, as all the properties are currently HACB-owned. Additionally, the #29 Evanswood Estates unit report will be included in the 27-unit Evanswood Estate report, making for 28-total Evanswood Estate units to be reported on together.



June 11, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 1519 LOCUST STREET APARTMENTS

Dear Ed:

Please find enclosed for your review the following financial information for the month that ended May 31, 2020. This statement is accompanied by the following financial statements for the 1519 Locust Street Apartments.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. 2019/2020 Performance Review.
4. Capital Improvement Summary.

1519 Locust Street Apartments ended the month of May with no vacant units, as there were no new move ins or move outs.

The total rental income for the month of May came to \$5,918.00 which was lower than the budgeted figure by \$913.00 due to \$807.00 in unpaid rents on 2 COVID-19 Deferral approved units and the use of \$58.00 in prepaid rents. Service income totaled \$58.54 which met budget. This brought the May total income to \$5,976.45 which was \$931.55 lower than budget for the reasons previously mentioned.

Moving on to the monthly expenses, you will see that the renting expenses came to \$23.25 which met budget.



Mr. Ed Mayer, Executive Director
Chico, California

June 12, 2020
Page 2

Total administrative expenses were \$540.95 which was lower than budget by \$123.05 due to lower resident manager expenses lower management fees for May. Utility expenses for the month came to \$628.94, which met budget.

There were no apartment turnover expenses for the month of May. Total maintenance expenses for the month came to \$1,236.14 which was \$332.86 under budget. This is due to lower landscaping and maintenance materials costs. The total operating expenses came to \$2,504.28 which was \$897.72 lower than the budgeted figure for the reasons described above. There were no capital improvement costs for the month. This brought the net project cash flow to \$3,472.17, which met budget.

There was an owner withdrawal of \$37,000.00 for the month.

As you review the Cash Balance Summary on the Cash Flow, you will see that the property ended the month with total cash on hand of \$21,678.74. Of that amount, \$3,000.00 is in the general checking account, \$14,721.74 in the general savings, and \$3,957.00 in the financial reserve account.

Please give me a call if you have any questions regarding the 1519 Locust Street Apartments.

Sincerely yours,

1519 LOCUST STREET APARTMENTS



Richard Gillaspie
Property Manager

RG:ph
Enclosures

1519 LOCUST STREET APARTMENTS

2019 / 2020 PERFORMANCE REVIEW

Ala08-09pr.xls

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
TOTAL INCOME 2016/17	6,708	6,552	6,060	6,007	6,085	6,166	6,468	6,166	6,169	6,183	6,182	6,230	74,976
TOTAL INCOME 2017/18	6,139	6,177	6,145	6,069	6,161	5,936	6,206	6,650	6,294	6,267	6,293	5,888	74,226
TOTAL INCOME 2018/19	6,321	5,992	6,325	7,771	6,311	4,765	7,124	6,342	6,219	6,265	9,094	5,415	77,944
TOTAL INCOME 2019/20	5,996	4,525	10,712	6,216	7,354	7,151	6,083	5,976					54,013
VARIANCE	-325	-1,467	4,387	-1,555	1,043	2,386	-1,041	-366					3,062

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 VACANCY LOSS	-195	0	0	0	0	0	0	0	0	0	0	0	-195
2017/18 VACANCY LOSS	0	0	0	0	0	-73	0	0	0	0	0	0	-73
2018/19 VACANCY LOSS	0	0	0	0	0	-690	0	-161	-859	-283	0	0	-1,993
2019/20 VACANCY LOSS	0	-350	0	-416	-128	-313	0	0					-1,208
VARIANCE	0	-350	0	-416	-128	377	0	161					-357

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 UNPAID RENTS	504	301	6	0	0	0	0	0	0	0	0	0	811
2017/18 UNPAID RENTS	0	-60	-20	5	5	-93	32	20	0	0	-148	-44	-303
2018/19 UNPAID RENTS	-345	0	0	345	0	0	80	-56	-621	-330	-251	-818	-1,997
2019/20 UNPAID RENTS	-383	-1,300	-199	-861	504	3	-688	-807					-3,731
VARIANCE	-38	-1,300	-199	-1,206	504	3	-768	-751					-3,755

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL OPER EXP	6,072	2,818	2,359	2,261	2,052	2,026	2,099	1,980	1,832	2,748	2,594	1,958	30,800
2017/18 TOTAL OPER EXP	2,251	2,172	1,985	2,643	2,801	3,822	3,739	2,498	2,428	2,161	3,326	1,757	31,581
2018/19 TOTAL OPER EXP	2,381	2,216	3,041	2,264	2,458	2,459	3,951	1,949	3,536	4,138	2,913	2,688	33,994
2019/20 TOTAL OPER EXP	3,408	2,193	3,030	2,327	2,455	5,393	4,358	2,504					25,667
VARIANCE	1,027	-23	-11	63	-3	2,934	407	555					4,949

	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY.	JUN.	JUL.	AUG.	SEPT.	TOTAL
2016/17 TOTAL NOI	636	3,734	3,701	3,746	4,034	4,140	4,369	4,186	4,336	3,435	3,588	4,272	44,176
2017/18 TOTAL NOI	3,888	4,005	4,160	3,427	3,360	2,114	2,467	4,152	3,867	4,106	2,967	4,132	42,645
2018/19 TOTAL NOI	3,940	3,776	3,284	5,508	3,853	2,306	3,173	4,393	2,682	2,127	6,181	2,727	43,950
2019/20 TOTAL NOI	2,588	2,332	7,682	3,889	4,899	1,758	1,726	3,472					28,346
VARIANCE	-1,353	-1,444	4,398	-1,619	1,046	-548	-1,448	-921					-1,887



June 11, 2020

Mr. Ed Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

RE: 29 EVANSWOOD CIRCLE, OROVILLE

Dear Ed:

Please find enclosed for your review the following financial information for the month ending May 31, 2020, for 29 Evanswood Circle.

1. Project Cash Flow and Bank Account Summary, Budget Comparison, General Ledger, Trial Balance and Tenant Rent Roll.
2. 12 Month Income Statement.
3. Capital Improvement Summary.

29 Evanswood Circle was vacated as of April 30, 2020. Turnover work is still being conducted on the unit. There is an application on the unit. The unit had vacancy loss on \$1000.00 for the month. Service income came to \$0.84 for interest on the general checking account.

Moving on to the expenses, there was \$4.55 in renting expenses for forms and office supplies for the month. The total administrative expenses were \$150.00 for the homeowner association dues. Garbage expense for the month came to \$13.66. The property had no maintenance expenses in May. The net operating income came to a negative \$167.37. There were no capital improvements this month.

As you review the Cash Balance Summary on the bottom of Page 1 of the Cash Flow Statement for May, you will note that the property ended the month with total cash on hand of \$34,215.64. Of that amount, \$33,315.64 is in the general checking account and \$900.00 in the deposit checking account.

Mr. Ed Mayer, Executive Director
Chico, California

June 11, 2020
Page 2

Please give me a call if you have any questions regarding the information enclosed or the unit.

Sincerely yours,

29 EVANSWOOD CIRCLE

A handwritten signature in blue ink, appearing to read 'RG' followed by a stylized flourish.

Richard Gillaspie
Property Manager

RG:ph
Enclosures



GRIDLEY SPRINGS

May 2020

Property Status:

1. GSI is 100% occupied with Zero notices to vacate.
2. GSII has 1 Vacant (pre-leased) unit and Zero notices to vacate.
3. We have very little deferred rent due to COVID-19 for May 2020:
GSI = \$416.00; GSII-\$166.00
4. Thankfully as of this date there are Zero reported cases of covid-19 at Gridley Springs.

Thank you!
Mac Upshaw



HACB GRIDLEY SPRINGS II
As of
May 31, 2020

CASH SUMMARY - Operating Account

	MAY		8 months YTD	
	2020	%%	2020	%%
Total Rent Revenue	16,452.00	100.00%	127,831.55	100.00%
Vacancies	(478.00)	-2.91%	(673.00)	-0.53%
Net Rental Revenue	15,974.00	97.09%	127,158.55	99.47%
Other Income	261.93	1.59%	812.20	0.64%
Total Revenue	16,235.93	98.69%	127,970.75	100.11%
Expenses:				
Administrative Expenses	2,573.13	15.64%	24,354.05	19.05%
Utilities	1,743.20	10.60%	14,006.19	10.96%
Operating & Maintenance	3,260.90	19.82%	29,741.89	23.27%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	521.28	3.17%	4,666.45	3.65%
Total Expenses	8,098.51	46.06%	72,768.58	46.73%
Net Operating Income	8,137.42	30.42%	55,202.17	34.22%
Interest and Finance Expense	565.08	3.43%	4,520.64	3.54%
Replacement Costs	2,692.63	16.37%	6,058.20	4.74%
Net Cash Flow from Operations	4,879.71		44,623.33	
Plus (Minus)				
Interest Income	(3.05)		(31.30)	
Unpaid Rent Collected (Owed)	0.00		301.00	
Prepaid Rent Received (Absorbed)	98.00		(861.00)	
Security Deposits Received (Refunded)	(152.00)		422.00	
Accrued Interest (Payment)	545.08		(22,496.36)	
Net Cash Increase (Decrease)	5,367.74		21,957.67	
Beginning of Period Cash Balance	40,647.16		46,180.05	
Contributions (Distributions) to Owner	0.00		(15,602.00)	
Transfer from (to) Impound Account	(399.58)		(3,196.64)	
Transfer From (to) Replacement Reserves	(450.00)		(3,600.00)	
Transfer from (to) Security account	0.00		(573.76)	
Ending Cash Balance - Operating Account	\$45,165.32		\$45,165.32	
- Replacement Reserve			\$109,642.35	
- Tax and Insurance Impounds			\$40,744.08	
- Security Deposit Accounts			\$14,508.86	

TENANT RECEIVABLES	Current Month	UNIT STATUS	Current Month
Rent and Rent Related Receivables		Total Units	24
Balance at Beginning of Month	718.00	Vacant units at beginning of month	0
Uncollected (Collected) During Month	0.00	Plus Units vacated during month	2
Written off to Bad Debts	0.00	Less move ins and deposits to hold	1
Balance at End of Month	<u>\$718.00</u>	Vacant units at end of month	<u>1</u>

Income Statement
HACB GRIDLEY SPRINGS II
As of
May 31, 2020

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	14,799.00	15,321.00	(522.00)	114,826.55	122,561.00	(7,734.45)
Tenant Assistance Payments	1,653.00	0.00	1,653.00	13,005.00	0.00	13,005.00
Total Revenue	16,452.00	15,321.00	1,131.00	127,831.55	122,561.00	5,270.55
Apartment Vacancies	(478.00)	(306.00)	(172.00)	(673.00)	(2,448.00)	1,775.00
Total Vacancies	(478.00)	(306.00)	(172.00)	(673.00)	(2,448.00)	1,775.00
NET RENTAL REVENUE	15,974.00	15,015.00	959.00	127,158.55	120,113.00	7,045.55
Interest Income-Other Cash	2.93	0.00	2.93	30.20	0.00	30.20
Interest Income-Sec Deposits	0.12	0.00	0.12	1.10	0.00	1.10
Total Financial Revenue	3.05	0.00	3.05	31.30	0.00	31.30
Misc Tenant Charges/Damages & Cleaning	160.00	125.00	35.00	160.00	1,000.00	(840.00)
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Other Income/Application Fee	0.00	0.00	0.00	0.00	0.00	0.00
Laundry Revenue	98.88	83.00	15.88	620.90	668.00	(47.10)
Total Other Revenue	258.88	208.00	50.88	780.90	1,668.00	(887.10)
TOTAL REVENUE	16,235.93	15,223.00	1,012.93	127,970.75	121,781.00	6,189.75
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	21.00	(21.00)	0.00	166.00	(166.00)
Credit Reports	0.00	0.00	0.00	0.00	0.00	0.00
IT Support Services	128.00	128.00	0.00	1,024.00	1,024.00	0.00
Telephone/Answering Service	0.00	0.00	0.00	237.30	0.00	237.30
Consulting/Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Mailing	0.00	0.00	0.00	95.99	0.00	95.99
Administrative Expense/Office Personnel	0.00	0.00	0.00	32.14	0.00	32.14
Office Supplies/Expenses	45.05	439.00	(393.95)	565.51	3,508.00	(2,942.49)
Dues and Subscriptions	0.00	0.00	0.00	64.29	0.00	64.29
Management Fee	1,080.00	1,080.00	0.00	8,595.00	8,640.00	(45.00)
Manager Salaries	1,320.08	1,342.00	(21.92)	10,048.10	10,732.00	(683.90)
Education/Registration fees	0.00	63.00	(63.00)	16.72	498.00	(481.28)
Legal Expense	0.00	125.00	(125.00)	0.00	1,000.00	(1,000.00)
Auditing Fees	0.00	0.00	0.00	3,675.00	3,500.00	175.00
Other Administrative Costs	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Expenses	2,573.13	3,198.00	(624.87)	24,354.05	29,068.00	(4,713.95)
Utility Expenses						
Electricity	100.27	292.00	(191.73)	1,260.27	2,332.00	(1,071.73)
Water	338.79	500.00	(161.21)	2,287.40	4,000.00	(1,712.60)
Gas	30.47	83.00	(52.53)	210.78	668.00	(457.22)
Sewer	806.84	912.00	(105.16)	6,513.10	7,268.00	(754.90)
Garbage and Trash Removal	466.83	663.00	(196.17)	3,734.64	5,332.00	(1,597.36)
Total Utility Expenses	1,743.20	2,450.00	(706.80)	14,006.19	19,600.00	(5,593.81)
Operating & Maintenance Expense						
Clean and Repair Apartment	180.00	0.00	180.00	375.00	0.00	375.00
Cleaning Supplies	0.00	0.00	0.00	120.00	0.00	120.00
Exterminating Contract	200.00	0.00	200.00	900.00	0.00	900.00
Tree Service	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Contract	0.00	0.00	0.00	5,850.00	0.00	5,850.00
Grounds Maintenance and Supplies	0.00	0.00	0.00	1,779.71	0.00	1,779.71
Maintenance Personnel	1,217.66	1,342.00	(124.34)	9,697.53	10,732.00	(1,034.47)
Repair Materials	1,354.14	1,667.00	(312.86)	6,167.39	13,332.00	(7,164.61)
Repair Contract/Vendor Labor	0.00	1,825.00	(1,825.00)	1,753.00	14,600.00	(12,847.00)
Electrical Repair and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
HVAC Repair/Maintenance	0.00	1,667.00	(1,667.00)	1,396.15	13,332.00	(11,935.85)
Appliance Repair and Maintenance	0.00	0.00	0.00	162.96	0.00	162.96
Plumbing Repair and Supplies	309.10	0.00	309.10	638.10	0.00	638.10
Interior Painting and Supplies	0.00	0.00	0.00	820.00	0.00	820.00
Gas, Oil and Mileage	0.00	0.00	0.00	82.05	0.00	82.05
Fire Protection Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Misc Operation & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating & Maint Expenses	3,260.90	6,501.00	(3,240.10)	29,741.89	51,996.00	(22,254.11)

Income Statement
HACB GRIDLEY SPRINGS II
As of
May 31, 2020

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	204.03	318.00	(113.97)	2,209.39	2,546.00	(336.61)
Property & Liability Insurance	0.00	150.00	(150.00)	0.00	1,200.00	(1,200.00)
Worker's Compensation	181.27	221.00	(39.73)	1,380.87	1,766.00	(385.13)
Health/Dental Insurance	135.98	193.00	(57.02)	1,076.19	1,538.00	(461.81)
Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes & Insurance Expenses	521.28	882.00	(360.72)	4,666.45	7,050.00	(2,383.55)
TOTAL EXPENSES	8,098.51	13,031.00	(4,932.49)	72,768.58	107,714.00	(34,945.42)
NET OPERATING INCOME (LOSS)	8,137.42	2,192.00	5,945.42	55,202.17	14,067.00	41,135.17
Interest & Finance Expense						
Mortgage Interest	545.08	0.00	545.08	4,360.64	0.00	4,360.64
Bank Fees	20.00	0.00	20.00	160.00	0.00	160.00
Total Interest & Finance Expense	565.08	0.00	565.08	4,520.64	0.00	4,520.64
OPERATING PROFIT (LOSS)	7,572.34	2,192.00	5,380.34	50,681.53	14,067.00	36,614.53
Replacements						
Roofing/Paving/Exterior Repair	0.00	0.00	0.00	1,585.00	0.00	1,585.00
Appliance Replacement	0.00	0.00	0.00	1,780.57	0.00	1,780.57
Carpet/Flooring Replacement	2,692.63	0.00	2,692.63	2,692.63	0.00	2,692.63
Total Cost of Replacements	2,692.63	0.00	2,692.63	6,058.20	0.00	6,058.20
NET CASH FLOW FROM OPERATIONS	4,879.71	2,192.00	2,687.71	44,623.33	14,067.00	30,556.33

Date: 6/1/2020

MEMO

To: Board of Commissions

From: Bow Rice, Special Programs Coordinator

Subject: Family Self-Sufficiency (FSS) Program update for May 2020

Program Statistics for Period Ending	5/1/2020	5/1/2019
Number of participants as of last day of the month	45	38
Number of Orientation Briefings	2	2
Number of signed contracts	2	1
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	0	1
Contract Expired	0	0
Number of Terminations	0	0
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	6	4
Number of participants with new employment (YTD)	5	2
Number of participants with escrow accounts	22	26
Number of participants currently escrowing	12	22
Amount disbursed from escrow account	\$0.00	\$3,337.86
Balance of Escrow Account	\$107,438.68	116, 733.55

FSS FY 2019 HUD Grant Program Tracking Data

Program Management Questions:	YTD (2020)
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	45
Number of FSS participants identified as a person with disabilities	13
Number of FSS participants employed	24
Number of FSS participants in training programs	9
Number of FSS participants enrolled in higher/adult education	0
Number of FSS participants enrolled in school and employed	0
Number of FSS families receiving cash assistance	2
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	0
Number of FSS families moved to non-subsidized housing	0
Number of FSS families moved to home-ownership	0

HACB CoC Programs: A Report to the Board of Commissioners for the Month of June 2020

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	6/2020 Enrollment	6/2020 HAP Assistance	Grant Balance
S+C SEARCH South	10/1/19 - 9/30/20	\$42,720.00	HACB	BCBH	5	Unaccompanied adults, chronically homeless with SMI	Oroville, Chico	5	\$2,756.00	\$19,653.25
SEARCH Samaritan Bonus	7/1/19 - 6/30/20	\$37,680.00	BCBH	BCBH	4	Unaccompanied adults, chronically homeless with SMI	Chico	3	\$1,608.00	\$15,385.60
SEARCH III- SHP	7/1/19 - 6/30/20	\$28,260.00	BCBH	BCBH	3	Unaccompanied adults, homeless with SMI	South County	456	\$456.00	\$22,640.13
LINK PHB	7/1/19 - 6/30/20	\$28,260.00	BCBH	BCBH	3	Unaccompanied youth, ages 18-24, chronically homeless with SMI	Chico	1	\$575.00	\$22,406.06
SEARCH II - PHB	7/1/19 - 6/30/20	\$28,260.00	BCBH	BCBH	1	Unaccompanied adults, chronically homeless with SMI	Chico	1	\$425.00	\$23,154.00
City of Chico - LGP	7/1/19 - 6/30/20	\$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	7/1/19 - 6/30/20	\$100,000.00	City of Chico	SSA	30	Low-income, under case management with self-sufficiency plan	Chico	12	\$7,213.00	\$25,391.24
BHHAP/Security Deposit	7/1/19 - 6/30/20	\$2,225.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$2,225.00
BHHAP/ASOC	7/1/19 - 6/30/20	\$11,170.00	BCBH	BCBH	10	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$580.00	\$4,390.00
Totals		\$287,575.00			69			479	\$13,613.00	\$144,245.28

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: 6-1-2020

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

June 11, 2020

MEMO

To: HACB Board of Commissioners

From: Sue Kemp, Finance Director
Larry Guanzon, Deputy Executive Director

Subject: FY 2021 USDA-RD Gridley Farm Labor Housing Budget

To follow is the proposed FY 2021 Budget, with Narrative, for USDA-RD Gridley Farm Labor Housing.

The proposed budget is due to USDA-RD by June 30th, which is one month earlier than if there were no rent increases. Once received and reviewed by USDA, there may be some alterations to the budget from the originally submitted version. These changes are usually minor and will be reported to the Board.

The proposed budget was reviewed by the Budget Committee. Since their review, minor updates were made to rents, based upon now known utility allowances. This reduced the projected net rent; therefore, further reductions were made to maintenance line items, based upon average expenses. The insurance line items were further refined with known flood insurance numbers.

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

Recommend approval of Resolution No 4778

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4778

APPROVAL OF
FISCAL YEAR 2021 BUDGET
FOR THE
USDA-RD FARM LABOR HOUSING PROGRAM

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

WHEREAS, the Operating Budget addresses and budgets anticipated expenses and revenues of the HACB in the operation and administration of its FLH program for the 2021 fiscal year, extending from October 1, 2020 through September 30, 2021; and

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

WHEREAS, the HACB has drafted a proposed Operating Budget for its FLH program for the 2021 Fiscal Year; and

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

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte (HACB) to hereby authorize submittal and negotiation of its U.S. Department of Agriculture Rural Development Fiscal Year 2021 Operating Budget, attached to and made a part of this resolution, for its Farm Labor Housing program, operated at 850 East Gridley Road, Gridley, CA, and, further, to authorize the Executive Director to sign all applicable program and contract forms on behalf of the HACB and submit them to the U.S. Department of Agriculture, and other contracting entities as required, to implement and administer the budget upon acceptance by the U.S. Department of Agriculture.

Dated: June 18, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

USDA-FARM LABOR HOUSING	2021 Proposed Budget	2020 Approved Budget	2020 Est to FYE 9/30/2020	2019 Unaudited Actuals
Dwelling Rent	459,268	535,524	460,634	452,662
Tenant Charges	2,400	2,400	11,936	3,982
Laundry Revenue	2,600	3,700	2,548	2,634
Investment Income-unrestricted	200	200	197	189
Investment Income-restricted	1,200	1,200	1,028	1,041
Federal Grant Revenue	395,000	360,000	387,400	353,865
Other Income	0	0	0	2,865
TOTAL REVENUES	860,668	903,024	848,543	817,239
Maintenance & Repairs Payroll	43,000	42,200	38,009	39,896
Maintenance & Repairs Supply	15,000	12,000	13,747	14,965
Maintenance & Repairs Contracts	14,000	18,000	13,478	8,165
Painting	0	0	0	0
Grounds	79,250	99,500	49,603	51,822
Security Services	22,000	23,940	17,916	20,237
Capital Budget items	650	650	0	2,111
Other Operating Expenses	3,500	3,500	1,532	4,918
Sub-Total Maint. & Operations	177,400	199,790	145,484	142,114
Electricity	32,000	32,000	26,927	29,417
Water	26,000	19,000	31,317	17,075
Sewer	19,000	19,000	16,446	16,446
Fuel (Gas/Propane)	7,000	7,500	5,850	3,870
Garbage & Trash Removal	33,715	30,650	30,878	29,083
Sub-Total Utilities	117,715	108,150	99,419	95,890
Site Mgmt Payroll	93,200	116,000	118,264	114,929
Project Auditing Exp	3,860	3,675	3,675	3,500
Project Bookkeeping/Accounting	9,500	8,800	10,656	7,952
Legal Expenses	1,200	1,200	1,629	2,125
Advertising	1,890	2,646	2,010	2,520
Telephone	5,400	5,400	4,403	5,166
Office Supplies	2,000	1,500	1,120	2,284
Office Furniture & Equipment	0	0	0	0
Training Expense	1,250	1,250	800	1,156
Health Ins & Other Emp Benefits	50,308	61,698	55,228	57,474
Payroll Taxes	12,609	14,150	13,842	12,336
Workman's Comp	7,277	7,013	6,677	5,548
Other Admin. Expenses	11,791	11,791	4,243	8,267
Sub-Total Administrative	200,285	235,123	237,796	223,257
PILOT (Special Assessments)	23,100	21,000	20,027	22,021
Insurance-Property & Liability	18,100	16,158	15,690	13,518
Insurance-Other	90,900	80,300	79,634	74,118
Sub-Total Taxes & Insurance	132,100	117,458	115,350	109,657
TOTAL EXPENSES	627,500	660,521	598,049	570,917
RETAINED EARNINGS	233,168	242,503	250,495	246,322
- Reserve Capital Expenditures	-17,800	-77,300	-3,300	-7,800
- Debt Payments	-196,228	-205,332	-205,337	-205,337
- Miscellaneous Expenses	0	0	0	0
- Asset Mgt Fee	0	0	0	0
-/+ Change in Reserves Bal.(-interest)	-17,900	41,600	-31,200	-27,741
NET CASH FLOW	1,240	1,471	10,657	5,443

change from 2020 to 2021	Notes
-76,256	increase 1 & 2bBr/decrease 3 & 4 br
0	
-1,100	
0	
0	Reserves Interest/not on RD budget
35,000	increased gross rents
0	
-42,356	
800	
3,000	
-4,000	
0	
-20,250	\$6000/mo plus extras
-1,940	
0	
0	
-22,390	
0	2020 plus 10%
7,000	2020 plus 10% - extra well testing
0	2020 plus 10%
-500	2020 plus 10%
3,065	2020 plus 10%
9,565	
-22,800	No Rehab hrs; negotiate CM Fee
185	
700	
0	
-756	
0	
500	
0	
0	
-11,390	
-1,541	
264	
0	
-34,838	
2,100	2019 plus 5%
1,942	2020 plus 10%
10,600	2020 plus 15%
14,642	
-33,021	
-9,335	
59,500	
9,104	loan 4 paid off July 2021
0	
0	
-59,500	-\$34,500 plus interest
-231	

Project Description and Status: The Gridley Farm Labor Housing (GFLH) property is in the process of being renovated. Phases 2 and 3 are funded and the successful bidding contractor is set to begin work in FY 2020. The proposed Rental Income was calculated using a total of ninety (90) units; which excludes thirty-one (31) uninhabitable and offline units. The unit composition used is four (4) one (1) bedroom units; seventy-six (76) two (2) bedroom units; seven (7) three (3) bedroom units; and three (3) four (4) bedroom units. There are currently seventy-four (74) units occupied with five (5) families on the waiting list, pending eligibility verification. The budget assumes that an average of seventy-seven (77) units will be occupied in FY 2021. The occupancy rate has dropped as prospective tenants are interested in renovated units, not the older units, or they do not have required farm labor income.

Statement of Project Compliance: The most recent Workout Plan was approved in July 2016 and the project is in compliance with the Workout Plan requirements.

Project Financial Status: The cash flow is at about break-even for FY 2020. Rental income has declined with increased vacancies and costs have been reduced accordingly. Landscaping costs have been reduced from an original estimate of \$10,000/mo. to \$6,000/mo.

The FY 2021 projected income is higher than FY 2020 however the vacancy loss is also higher. Therefore, the budgets for several services and labor hours have been decreased in the proposed budget to meet the lower revenue projection. Again, prospective tenants are interested in renovated units, not the older units. Insurance rates continue to rise with Flood Insurance consuming over \$88,000 (14%) of the annual operating budget.

The project continues to benefit from a zero Management Fee expense. Although HACB acts as the Management Agent, no Management Fees are paid. HACB charges a few hours of Management's time to the property with the balance of overhead costs being absorbed by non-federal funds. HACB also contributes over \$20,000 per year in non-federal funds to the Mi Casa Afterschool program which benefits the children at GFLH.

The HACB continues to supplement the operations and renovation of GFLH with non-federal funds since there are no management fees or indirect costs paid to the HACB. In addition to supplementing operations, the HACB budgets approximately \$75,000 per year of its non-federal funds to pay for in-house construction management during the renovation process. HACB intends to request a Construction Management fee for renovation Phases 2 and payable from USDA grant funding.

As noted previously, the USDA loan payment amounts approved in 2017 will result in Loans 5 and 7 being paid off about one year before the stated maturity date. Loan 4 is projected to be paid in full in July 2021.

Cash Flow Statement: To follow are explanations of specific line items from RD Form 3560-7.

CASH SOURCES (Part I)

❖ **Rental Income** (Line 1) –Rent changes are proposed as follows:

- One (1) bedroom units, increase from \$780 to \$812 (renovated);
- Two (2) bedroom units, increase from \$795 to \$825 (old and renovated);
- Three (3) bedroom units decrease from \$1,585 to \$1,523 (old and renovated); and
- Four (4) bedroom units decrease from \$1,854 to \$1,771 (renovated)

The one (1) and two (2) bedroom units reflect slight increases, which are less than 2020 FMR, but reasonable given most of the two (2) bedroom units are not renovated. The three (3) and four (4) bedroom units reflect decreased rents based upon 2020 FMR's. The net rent of \$854,268 was calculated with occupancy estimated at an average of seventy-seven (77) units per month. Over the past several years, the property has not seen occupancy of greater than eighty-six (86) units. As stated earlier, many applicants lack the farm labor income or would prefer a renovated unit. When Phases 2 and 3 are completed in 2020, the renovated units will be more desirable.

CASH USES (Part I)

- ❖ **Total O&M Expenses** (Page 1 Part I Line 16, detailed on Page 2 Part II) – decreased by 5.0% to meet the projected decrease in net rental income.
 - **Sub-Total Maint. & Operations** (Part II Line 11) - decreased by 11.2%.
 - Maintenance and Repair Payroll increased by 1.9%. This includes increases to the Maintenance worker's pay rate, plus the Resident Manager's rent-free unit.
 - Maintenance & Repairs Supply and Contract lines reduced to past twelve (12) month average.
 - Grounds decreased 20.4% based upon procurement of a lower cost landscaping contractor.
 - Services decreased 8.1% for Security Patrol costs, which is on trend plus projected hourly rate increase.
 - **Sub-Total Utilities** (Part II, Line 18) – increased by 8.8%.
 - Water is budgeted drastically higher due to additional testing of the Well. The goal is use a thorough and frequent testing protocols to prove the absence of contaminants.
 - Fuel shows a 6.7% decrease based upon current year actuals.
 - Sewer costs are billed annually from the City of Gridley and reflect the average amount paid for prior years, however, the actual amount is not known until it is billed after year end.
 - Garbage service contract is anticipated to increase by 10%.
 - **Sub-Total Administrative** (Part II Line 33) – decreased by 14.8%.
 - Site Payroll was decreased 19.7% by removing renovation oversight and contracting.
 - Audit costs increased by 5%.
 - Bookkeeping/Accounting increased 5% based up hourly rate and time increases.
 - Advertising was reduced to current costs at 28.6% less.
 - Office supplies vary from year to year, but \$2,000 is average.
 - Training Expense is budgeted for one FTE to attend the annual USDA training.
 - Health Insurance and Payroll Taxes decreased with decreased Payroll.
 - Worker's Comp rates are higher than previous years.
 - **Sub-Total Taxes and Insurance** (Part II line 40) – increased by 13.4%.
 - Special Assessments, which is budgeted for Payment in Lieu of Taxes, was increased slightly to accommodate changing tax rates and property values.
 - Property and Liability Insurance was budgeted at current plus 15%
 - Other Insurance was budgeted at current plus 15%. This line item includes Flood Insurance, which has been increasing every year.
- ❖ **RHS Debt Payment** (Part I Line 17) – Reduced due to Loan 4 being paid in full in July 2021, saving \$4,552/month in cash flow.
- ❖ **Annual Capital Budget** (Part I Line 26 from Part III, Lines 4-6) Budgeted \$2,300 for estimated appliance replacements and \$15,500 for tree trimming and emergency tree removal.
- ❖ **Non-Profit Management Fee** (Part I, Line 23) - Although HACB incurs eligible costs associated with the project, this has been eliminated from the budget due to the Work-Out Plan
- ❖ **Utility Allowances** – Documentation will be provided separately.

**MULTIPLE FAMILY HOUSING PROJECT BUDGET/
UTILITY ALLOWANCE**

PROJECT NAME Gridley Farm Labor Housing		BORROWER NAME HOUSING AUTHORITY OF THE COUNTY OF BUTTE		BORROWER ID AND PROJECT NO. 04- 004- 826391452	
Loan/Transfer Amount \$		Note Rate Payment \$		IC Payment \$	
Reporting Period <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly	Budget Type <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Regular Report <input type="checkbox"/> Rent Change <input type="checkbox"/> SMR <input type="checkbox"/> Other Servicing	Project Rental Type <input checked="" type="checkbox"/> Family <input type="checkbox"/> Elderly <input type="checkbox"/> Congregate <input type="checkbox"/> Group Home <input type="checkbox"/> Mixed <input type="checkbox"/> LH	Profit Type <input type="checkbox"/> Full Profit <input type="checkbox"/> Limited Profit <input checked="" type="checkbox"/> Non-Profit	These utilities are master metered: <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input checked="" type="checkbox"/> Water <input checked="" type="checkbox"/> Sewer <input checked="" type="checkbox"/> Trash <input type="checkbox"/> Other	<input type="checkbox"/> I hereby request _____ units of RA. Current Number of RA units: 112. Borrower Accounting Method <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual

PART I - CASH FLOW STATEMENT

	CURRENT BUDGET (10-01-2019)	ACTUAL (- -)	PROPOSED BUDGET (10-01-2020)	COMMENTS or (YTD) (- -)
BEGINNING DATES > ENDING DATES >	(09-30-2020)	(- -)	(09-30-2021)	(- -)

OPERATIONAL CASH SOURCES				
1. RENTAL INCOME	962,364		982,968	
2. RHS RENTAL ASSISTANCE RECEIVED				
3. APPLICATION FEES RECEIVED				
4. LAUNDRY AND VENDING	3,700		2,600	lower than past yrs
5. INTEREST INCOME	200		200	not incl. reserves
6. TENANT CHARGES	2,400		2,400	
7. OTHER - PROJECT SOURCES	0		0	
8. LESS (Vacancy and Contingency Allowance)	(66,840)		(128,700)	77 avg occupied
9. LESS (Agency Approved Incentive Allowance)	0		0	
10. SUB-TOTAL [(1 THRU 7) - (8 & 9)]	901,824	0	859,468	
NON-OPERATIONAL CASH SOURCES				
11. CASH - NON PROJECT				
12. AUTHORIZED LOAN (Non-RHS)				
13. TRANSFER FROM RESERVE	77,300		17,800	
14. SUB-TOTAL (11 THRU 13)	77,300	0	17,800	
15. TOTAL CASH SOURCES (10 + 14)	979,124	0	877,268	
OPERATIONAL CASH USES				
16. TOTAL O & M EXPENSES (From Part II)	660,521		627,500	
17. RHS DEBT PAYMENT	205,332		196,228	loan 4 PIF 07-2020
18. RHS PAYMENT (Overage)				
19. RHS PAYMENT (Late Fee)				
20. REDUCTION IN PRIOR YEAR PAYABLES				
21. TENANT UTILITY PAYMENTS				
22. TRANSFER TO RESERVE	34,500		34,500	
23. RETURN TO OWNER/NP ASSET MANAGEMENT FEE	0		0	
24. SUB-TOTAL (16 thru 23)	900,353	0	858,228	
NON-OPERATIONAL CASH USES				
25. AUTHORIZED DEBT PAYMENT (Non-RHS)				
26. ANNUAL CAPITAL BUDGET (From Part III, lines 4-6)	77,300		17,800	
27. MISCELLANEOUS		0		
28. SUB-TOTAL (25 thru 27)	77,300	0	17,800	
29. TOTAL CASH USES (24+28)	977,653	0	876,028	
30. NET CASH (DEFICIT) (15-29)	1,471	0	1,240	
CASH BALANCE				
31. BEGINNING CASH BALANCE	53,111		54,582	
32. ACCRUAL TO CASH ADJUSTMENT				
33. ENDING CASH BALANCE (30+31+32)	54,582	0	55,821	

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0189. The time required to complete this information collection is estimated to average 2 1/2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

PART II - OPERATING AND MAINTENANCE EXPENSE SCHEDULE

	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS or (YTD)
1. MAINTENANCE & REPAIRS PAYROLL	42,200		43,000	0.60 FTE + Res. Mgr
2. MAINTENANCE & REPAIRS SUPPLY	12,000		15,000	based upon trend
MAINTENANCE & REPAIRS CONTRACT	18,000		14,000	based upon trend
4. PAINTING	0		0	
5. SNOW REMOVAL				
6. ELEVATOR MAINTENANCE/CONTRACT				
7. GROUNDS	99,500		79,250	\$6000/mo + \$7250 extras
8. SERVICES	23,940		22,000	current rate + 10%
9. ANNUAL CAPITAL BUDGET (From Part V - Operating)	650		650	
10. OTHER OPERATING EXPENSES (Itemize)	3,500		3,500	vehicle fuel/maint
11. SUB-TOTAL MAINT. & OPERATING (1 thru 10)	199,790	0	177,400	
12. ELECTRICITY	32,000		32,000	
13. WATER	19,000		26,000	add'l well testing
14. SEWER	19,000		19,000	
15. FUEL (Oil/Coal/Gas)	7,500		7,000	
16. GARBAGE & TRASH REMOVAL	30,650		33,715	plus 10%
17. OTHER UTILITIES				
18. SUB-TOTAL UTILITIES (12 thru 17)	108,150	0	117,715	
19. SITE MANAGEMENT PAYROLL	116,000		93,200	no added rehab hrs
20. MANAGEMENT FEE				
21. PROJECT AUDITING EXPENSE	3,675		3,860	plus 5%
22. PROJECT BOOKKEEPING/ACCOUNTING	8,800		9,500	
23. LEGAL EXPENSES	1,200		1,200	
24. ADVERTISING	2,646		1,890	reduced to current
25. TELEPHONE & ANSWERING SERVICE	5,400		5,400	
26. OFFICE SUPPLIES	1,500		2,000	
27. OFFICE FURNITURE & EQUIPMENT	0		0	
28. TRAINING EXPENSE	1,250		1,250	
29. HEALTH INS. & OTHER EMP. BENEFITS	61,699		50,308	
30. PAYROLL TAXES	14,149		12,609	
31. WORKER'S COMPENSATION	7,013		7,277	
32. OTHER ADMINISTRATIVE EXPENSES (Itemize)	11,791		11,791	
33. SUB-TOTAL ADMINISTRATIVE (19 thru 32)	235,123	0	200,285	
34. REAL ESTATE TAXES				
35. SPECIAL ASSESSMENTS	21,000		23,100	PILOT / Levee Impr
36. OTHER TAXES, LICENSES & PERMITS				
37. PROPERTY & LIABILITY INSURANCE	16,158		18,100	current +15%
38. FIDELITY COVERAGE INSURANCE				
39. OTHER INSURANCE	80,300		90,900	current +15%
40. SUB-TOTAL TAXES & INSURANCE (34 thru 39)	117,458	0	132,100	
41. TOTAL O & M EXPENSES (11+18+33+40)	660,521	0	627,500	-5.0%

PART III - ACCOUNT BUDGETING/STATUS

	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS or (YTD)
RESERVE ACCOUNT:				
1. BEGINNING BALANCE	307,415		314,248	+\$49,633 insurance
2. TRANSFER TO RESERVE	34,500		34,500	
TRANSFER FROM RESERVE				
3. OPERATING DEFICIT				
4. ANNUAL CAPITAL BUDGET <i>(Part V - Reserve)</i>	(77,300)		(17,800)	
5. BUILDING & EQUIPMENT REPAIR				
6. OTHER NON-OPERATING EXPENSES				
7. TOTAL <i>(3 thru 6)</i>	(77,300)	0	(17,800)	
8. ENDING BALANCE <i>[(1 + 2) - 7]</i>	264,615	0	330,948	

GENERAL OPERATING ACCOUNT:*

BEGINNING BALANCE

ENDING BALANCE

**REAL ESTATE TAX AND INSURANCE ESCROW
ACCOUNT:***

BEGINNING BALANCE

ENDING BALANCE

TENANT SECURITY DEPOSIT ACCOUNT:*

BEGINNING BALANCE

ENDING BALANCE

(Complete upon submission of actual expenses)*

NUMBER OF APPLICANTS ON THE WAITING LIST

5

RESERVE ACCT REQ. BALANCE

NUMBER OF APPLICANTS NEEDING RA

5

AMOUNT AHEAD/(BEHIND)

PART IV - RENT SCHEDULE AND UTILITY ALLOWANCE

A. CURRENT APPROVED RENTS/UTILITY ALLOWANCE

UNIT DESCRIPTION			RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			UTILITY ALLOWANCE
BR SIZE	UNIT TYPE	NUMBER	BASIC	NOTE RATE	HUD	BASIC	NOTE RATE	HUD	
1 br	CB	4	\$780	\$780		\$37,440			\$82
2 br	CB/Wood	76	\$795	\$795		\$725,040			\$91
3 br	CB/Wood	7	\$1,585	\$1,585		\$133,140			\$129
4 br	CB	3	\$1,854	\$1,854		\$66,744			\$147
90		CURRENT RENT TOTALS:				\$962,364			
						BASIC	NOTE	HUD	

B. PROPOSED RENTS - Effective Date: 10/1/2020

UNIT DESCRIPTION			RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			
BR SIZE	UNIT TYPE	NUMBER	BASIC	NOTE RATE	HUD	BASIC	NOTE RATE	HUD	
1 br	CB	4	\$810	\$810		\$38,880			
2 br	CB/Wood	76	\$825	\$825		\$752,400			
3 br	CB/Wood	7	\$1,523	\$1,523		\$127,932			
4 br	CB	3	\$1,771	\$1,771		\$63,756			
90		PROPOSED RENT TOTALS:				\$982,968			
						BASIC	NOTE	HUD	

C. PROPOSED UTILITY ALLOWANCE - 10/1/2020

MONTHLY DOLLAR ALLOWANCES									
BR SIZE	UNIT TYPE	NUMBER	ELECTRIC	GAS	WATER	SEWER	TRASH	OTHER	TOTAL
1 br	CB	4	\$60.00	\$24.00					\$84.00
2 br	CB/Wood	76	\$47.00	\$59.00					\$106.00
3 br	CB/Wood	7	\$90.00	\$41.00					\$131.00
4 br	CB	3	\$107.00	\$43.00					\$150.00

PART V - ANNUAL CAPITAL BUDGET								
		Proposed Number of Units/Items	Proposed From Reserve	Actual from Reserve	Proposed From Operating	Actual from Operating	Actual Total Cost	Total Actual Units/Items
Appliances:								
	Range	2	1,100					
	Refrigerator							
	Range Hood	2			300			
	Washer & Dryers							
	Other:							
Carpet and Vinyl:								
	1 BR							
	2 BR							
	3 BR							
	4 BR							
	Other:							
Cabinets:								
	Kitchens							
	Bathroom							
	Other:							
Doors:								
	Exterior							
	Interior							
	Other:							
Window Coverings:								
	List:							
	Other:							
Heating and Air Conditioning:								
	Heating							
	Air conditioning							
	Other: Evap. Coolers							
Plumbing:								
	Water Heater	3	1,200					
	Bath Sinks	1			50			
	Kitchen Sinks	1			50			
	Faucets	1			50			
	Toilets	2			200			
	Other: tub/shower							
Major Electrical:								
	List							
	Other:							
Structures:								
	Windows	0			0			
	Screens							
	Walls							
	Roofing							
	Siding							
	Exterior Painting							
	Other:							
Paving:								
	Asphalt							
	Concrete							
	Seal & Stripe							
	Other:							
Landscape and grounds:								
	Landscaping							
	Lawn Equipment							
	Fencing							
	Recreation area							
	Signs							
	Other: Tree work		15,500					
Accessibility features:								
	List:							
	Other:							
Automation equipment:								
	Site management							
	Common area							
	Other:							
Other:								
	List:							
	List:							
	List:							
TOTAL CAPITAL		12	17,800	0	650	0	0	0

PART VI - SIGNATURES, DATES AND COMMENTS

Warning:

Section 1001 of Title 18, United States Code provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowing and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry shall be fined under this title or imprisoned not more than five years, or both.

I HAVE READ THE ABOVE WARNING STATEMENT AND I HEREBY CERTIFY THE FOREGOING INFORMATION IS COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

(DATE)

(Signature of Borrower or Borrower's Representative)

(Title)

AGENCY APPROVAL <i>(Rural Development Approval Official)</i>	DATE:

COMMENTS:

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING BUDGET NOTES
04- 004- 826391452
FISCAL YEAR 10/1/2020 to 9/30/2021

DETAIL LISTING OF OTHER ADMINISTRATIVE EXPENSES (Page 2, Line 32)

DESCRIPTION	AMOUNT
COPIER MAINTENANCE	300
POSTAGE METER & POSTAGE	1,500
BANK CHARGES	50
SOFTWARE MAINTENANCE	1,121
TENANT SERVICES (86 x \$20)	1,720
CREDIT CHECKS	3,600
UTILITY ALLOWANCE STUDY - contracted	1,100
MISC. ADMIN COSTS	2,400
TOTAL (Page 2, Line 32)	11,791

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4779

SECTION 8 HCV PROGRAM PROJECT-BASED VOUCHER AWARD

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

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

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

WHEREAS, on June 21, 2018 the HACB received affirmation from HUD that up to 441 Section 8 vouchers could be project based, considering HACB's Section 8 program size; and

WHEREAS, the HACB, by means of a previous Request for Proposals for project-basing of vouchers, has an outstanding commitment to project base two hundred and thirty-five (235) vouchers; and

WHEREAS, on May 18, 2020, the HACB issued a Request for Proposals for project basing of vouchers in new developments in its Section 8 jurisdiction, the City of Chico; and

WHEREAS, competitive proposals have been received from area housing developers, such proposals having been reviewed for threshold compliance, and ranked based on scoring;

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

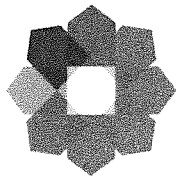
Entity	Project Name & Location	Target Population	Number Vouchers
CCHC	North Creek Crossings I, Chico	Family	(8) 1-BR, (13) 2-BR, (5) 3-BR
CCHC	North Creek Crossings II, Chico	Family	(4) 1-BR, (6) 2-BR, (3) 3-BR
Total Vouchers: (39)			

Dated: June 18, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary



Jamboree

To: Edward S. Mayer, Executive Director
Housing Authority of the County of Butte

From: Jamboree Housing Corporation

Date: June 11, 2020

Re: Approval of the California Utility Allowance Calculator (CUAC) for
1297 Park Avenue Apartments, Chico

The California Utility Allowance Calculator (CUAC) is California's energy use model for calculating utility estimates. The CUAC is a tool designed to calculate project-specific utility allowances for low income housing projects. The CUAC provides an estimate of what tenants will pay for utilities and is typically more accurate than a public housing authority utility allowance schedule.

The CUAC report calculates energy efficiency measures of the project and models the units and building as built. These relevant energy efficiency measures include any components, materials, systems, etc. that impact the building's energy efficiency, including but not limited to the building envelope, heating systems, cooling systems, domestic hot water systems, and installed lighting systems and energy efficient appliances.

In January 2009, the California Tax Credit Allocation Committee (CTCAC) approved the CUAC as an alternative to the PHA utility allowance schedule. The CUAC must be prepared by a qualified energy analyst as defined in CTCAC Regulations. An annual update of the CUAC is required (Treas. Reg. 1.42-10(c)(2)).

Jamboree Housing Corporation (Jamboree) has entered a Memorandum of Understanding with the Butte County Affordable Housing Development Corporation (BCAHDC) to develop a 59-unit affordable housing development at the property identified by the addresses of 1295 and 1297 Park Avenue, Chico. Jamboree and BCAHDC are submitting a tax credit application for 9% Disaster Credits to CTCAC on July 1, 2020. In preparation for the CTCAC application, a CUAC report for the proposed 1297 Park Avenue Apartments project (Attachment 1) has been prepared by a qualified energy analyst whose credentials are attached as Attachment 2.

Jamboree is requesting the approval by the Housing Authority of the County of Butte to adopt the following monthly utility allowance for 1297 Park Avenue Apartments pursuant to the CUAC report dated June 1, 2020.

Calculation	Monthly Utility Allowance		
	Studio	1 Bedroom	2 Bedroom
CARE – 50% Solar PV	\$17.18	\$22.52	\$31.79

Thank you for the consideration of the above request.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4780

1297 PARK AVENUE APARTMENTS, CHICO – UTILITY ALLOWANCES

WHEREAS, the Housing Authority of the County of Butte (HACB) annually determines Utility Allowances (UA's) for application and use in its HUD Section 8 Housing Choice Voucher and other affordable housing programs; and

WHEREAS, UA's are developed for both area-wide and project-specific use in advancing and optimizing affordable housing opportunity in the jurisdictions served; and

WHEREAS, UA's are set at a level that is sufficient for tenant's reasonable use of utilities, considering unit size, location, and building construction; and

WHEREAS, the California Tax Credit Allocation Committee (CTCAC) provides for the setting of project-specific UA's by means of its California Utility Allowance Calculator (CUAC) program; and

WHEREAS, the HACB's non-profit instrumentality, the Butte County Affordable Housing Development Corporation (BCAHDC), has entered into a development Memorandum of Understanding (MOU) with Jamboree Housing Corporation that proposes to construct affordable housing at 1297 Park Avenue, Chico (Project); and

WHEREAS, the HACB, in concert with BCAHDC, customarily sets project-specific UA's for the properties in which BCAHDC participates as partner; and

WHEREAS, a calculation of anticipated UA's has been completed using CTCAC CUAC methodology (CUAC Report); and

WHEREAS, it has been determined in the best interest of the HACB, BCAHDC, the Project, and Project residents to utilize the UA's established in the 1297 Park Avenue CUAC Report;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to adopt Utility Allowances for the property to be developed at 1297 Park Avenue, Chico, effective July 1, 2020, such Utility Allowances set at \$17.18 for a Studio unit, \$22.52 for a one-bedroom unit, and \$31.79 for a two-bedroom unit, such Utility Allowances set in accordance with the Jamboree Housing CUAC Report for the 1297 Park Avenue Property, attached to and made a part of this Resolution Number 4780.

Dated: June 18, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary

Attachment 1

CUAC Report

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID:

18

Project Information

Site

Address

1295 Park Avenue

City

Chico

Zip

95928

Affordable Housing



Electric Utility

PG&E

Territory

S - Electric

Gas Utility

PG&E

Territory

S - Electric

Rate

CARE

Owner

Jamboree Housing

Address

770 L Street, Suite 950

City

Sacramento

State

95814

Zip

95814

Contact

Evan Sharp

Contact Email

esharp@jamboreehousing.com

Contact Phone

(916) 545-2443

APN

xxx-xxx-xxx

Other Project Identifier

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Project Summary (if available)

Apartment Type	Total Annual Cost	Total Average Monthly Cost
Studio	206.13	17.18
One Bedroom	270.29	22.52
Two Bedroom	381.54	31.79

Apartment Type	Electric Annual Cost	Electric Monthly Cost	Gas Annual Cost	Gas Monthly Cost	Water Annual Cost	Water Monthly Cost	Trash Annual Cost	Trash Monthly Cost
Studio	170.13	14.18	36.00	3.00	0.00	0.00	0.00	0.00
One Bedroom	234.29	19.52	36.00	3.00	0.00	0.00	0.00	0.00
Two Bedroom	345.54	28.79	36.00	3.00	0.00	0.00	0.00	0.00

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID:

18

Project Description

Utility Information

Electric Utility:	PG&E	Electric Territory:	S - Electric	Tariff Type:	CARE
Gas Utility:	PG&E	Gas Territory:	S - Electric		
Heating Fuel:	Electric	Water Heating Fuel:	Not Paid by the Tenant	Cooking Fuel:	Electric
Trash Rate Type:	Not Paid by the Tenant	Trash Flat Monthly Rate:	\$0.00		
Water Rate Type:	Not Paid by the Tenant	Water Flat Monthly Rate:	\$0.00	Water \$/Gallon:	\$0.000000

Apartments Inventory

Apartment Configuration	# Affordable Housing Units	# Market Rate Housing Units	High Efficacy	Energy Star
Studio	20	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>
One Bedroom	30	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Two Bedroom	8	0	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Cooling Detail (if available)

ACM Cooling Monthly kWh Usage

Apartment Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	2.0	7.0	15.0	17.0	35.0	73.0	93.0	83.0	66.0	29.0	7.0	4.0
One Bedroom	1.0	2.0	10.0	14.0	42.0	97.0	123.0	105.0	77.0	27.0	3.0	1.0
Two Bedroom	0.0	1.0	5.0	14.0	59.0	154.0	199.0	160.0	102.0	22.0	2.0	1.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Heating Detail (if available)

ACM Heating Monthly kWh Usage

Apartment Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	45.0	16.0	11.0	8.0	2.0	0.0	0.0	0.0	0.0	2.0	12.0	31.0
One Bedroom	77.0	24.0	15.0	10.0	2.0	0.0	0.0	0.0	0.0	2.0	18.0	54.0
Two Bedroom	192.0	87.0	46.0	29.0	4.0	0.0	0.0	0.0	0.0	6.0	64.0	145.0

ACM Heating Monthly kBtu Usage

Apartment Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Water Heating Detail (if available)

ACM Water Heating Monthly kWh Usage

Apartment Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

ACM Water Heating Monthly kBtu Usage

Apartment Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Lighting Detail (if available)

Lighting Summary (Daily Wh)

Apartment Type	Qty	High Efficacy	Bdrms	Baths	Kitch	Dining	Living	Lndry	Total Daily (Wh)
Studio	20	<input checked="" type="checkbox"/>	84.4	167.7	403.3	0.0	172.2	83.8	911.5
One Bedroom	30	<input checked="" type="checkbox"/>	168.9	167.7	403.3	0.0	344.5	83.8	1,168.2
Two Bedroom	8	<input checked="" type="checkbox"/>	337.7	167.7	403.3	89.4	344.5	83.8	1,426.5

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Appliances Detail (if available)

Appliances by Apartment

Apartment Configuration	Has Washer	Washer is Energy Star	Has Dryer	Dryer Fuel	Has Dish Washer	Dish Washer is Energy Star	Has Refrig	Refrig is Energy Star
Studio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
One Bedroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Two Bedroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

CEC PV Report (if applicable)

CEC-PV Monthly kWh Output

Installed System	Common Load Percent	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
56.9 kW	0.0	4,144.0	6,290.0	8,288.0	9,953.0	10,767.0	11,840.0	11,544.0	10,952.0	9,620.0	7,400.0	5,217.0	4,070.0
	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Electric End Use Summary (if applicable)

Electric kWh Usage by End Use Summary

Apartment Type	End Use	Daily Avg	Annual Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	Cooking	1.5	564.0	47.0	47.0	47.0	47.0	47.0	47.0	47.0	47.0	47.0	47.0	47.0	47.0
Studio	Cooling	1.2	431.0	2.0	7.0	15.0	17.0	35.0	73.0	93.0	83.0	66.0	29.0	7.0	4.0
Studio	DHW	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Studio	Dryer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Studio	Lighting	0.9	332.7	28.3	25.5	28.3	27.3	28.3	27.3	28.3	28.3	27.3	28.3	27.3	28.3
Studio	Plug Loads	2.5	900.0	75.0	75.0	75.0	75.0	75.0	75.0	75.0	75.0	75.0	75.0	75.0	75.0
Studio	Refrigerator	1.1	396.0	33.0	33.0	33.0	33.0	33.0	33.0	33.0	33.0	33.0	33.0	33.0	33.0
Studio	Washer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Studio	Dishwasher	0.1	36.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Studio	Heating	0.3	127.0	45.0	16.0	11.0	8.0	2.0	0.0	0.0	0.0	0.0	2.0	12.0	31.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Electric kWh Usage by End Use Summary

Apartment Type	End Use	Daily Avg	Annual Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
One Bedroom	Lighting	1.2	426.4	36.2	32.7	36.2	35.0	36.2	35.0	36.2	36.2	35.0	36.2	35.0	36.2
One Bedroom	Cooling	1.4	502.0	1.0	2.0	10.0	14.0	42.0	97.0	123.0	105.0	77.0	27.0	3.0	1.0
One Bedroom	DHW	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	Dishwasher	0.1	48.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
One Bedroom	Heating	0.6	202.0	77.0	24.0	15.0	10.0	2.0	0.0	0.0	0.0	0.0	2.0	18.0	54.0
One Bedroom	Plug Loads	3.1	1,140.0	95.0	95.0	95.0	95.0	95.0	95.0	95.0	95.0	95.0	95.0	95.0	95.0
One Bedroom	Refrigerator	1.1	408.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0
One Bedroom	Washer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	Cooking	1.7	624.0	52.0	52.0	52.0	52.0	52.0	52.0	52.0	52.0	52.0	52.0	52.0	52.0
One Bedroom	Dryer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Electric kWh Usage by End Use Summary

Apartment Type	End Use	Daily Avg	Annual Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Two Bedroom	Refrigerator	1.2	432.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0
Two Bedroom	Washer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	Cooking	2.0	744.0	62.0	62.0	62.0	62.0	62.0	62.0	62.0	62.0	62.0	62.0	62.0	62.0
Two Bedroom	Cooling	2.0	719.0	0.0	1.0	5.0	14.0	59.0	154.0	199.0	160.0	102.0	22.0	2.0	1.0
Two Bedroom	DHW	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	Dishwasher	0.2	60.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Two Bedroom	Dryer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	Heating	1.6	573.0	192.0	87.0	46.0	29.0	4.0	0.0	0.0	0.0	0.0	6.0	64.0	145.0
Two Bedroom	Lighting	1.4	520.7	44.2	39.9	44.2	42.8	44.2	42.8	44.2	44.2	42.8	44.2	42.8	44.2
Two Bedroom	Plug Loads	3.9	1,416.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

Gas End Use Summary (if applicable)

kBtu Gas Usage by End Use Summary

Apartment Type	End Use	Daily Avg	Annual Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Studio	Cooking	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Studio	DHW	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Studio	Dryer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Studio	Heating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

kBtu Gas Usage by End Use Summary

Apartment Type	End Use	Daily Avg	Annual Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
One Bedroom	Cooking	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	DHW	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	Dryer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
One Bedroom	Heating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Park Avenue Apart (003) PV Panels [56.9kW] 50%

Project Details for Project ID: 18

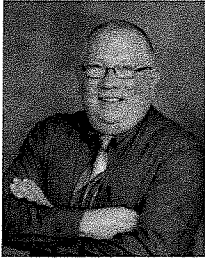
kBtu Gas Usage by End Use Summary

Apartment Type	End Use	Daily Avg	Annual Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Two Bedroom	Cooking	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	DHW	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	Dryer	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Two Bedroom	Heating	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Attachment 2

Qualified Energy Analyst

Credentials



David L. Morgan

Architect (C-14007)
CABEC Certified Energy Consultant
California Title 24 HERS Rater
Green Building Professional
Build-It-Green Rater

David L. Morgan, owner of RTE Energy Consulting Services, located in Elk Grove, California, has provided architectural design, project management, energy efficiency and sustainability consulting services for the past 30 years. Design and consulting services have included everything from single family homes to multi-family apartment complexes, retail commercial, industrial, governmental and historic restoration projects.

My credentials include LEED AP, Certified Green Professional, Green Point Rater (New Homes, Existing Homes and Multi-Family Projects), CalCERTS Rater (New Homes, Alterations, Whole House Rater, Non-Residential, Whole House Rater), CABEC Certified Energy Analyst (Residential 2013/Non-Residential 2008).

Mr. Morgan has served as a subject matter expert for HERS training, Utility Incentive Programs and the California Association of Building Energy Consultants (CABEC).

DAVID L. MORGAN

6015 BEAR CREEK COURT
ELK GROVE, CA 95758
dmorgan@R-T-E.NET
(916) 690-0312

SUMMARY

Licensed architect in the State of California with 30 years experience in residential and commercial design, construction and project management with projects ranging from single family residential projects through design and construction of \$50 million convention centers and major historic rehabilitation projects. Designs have focused on the development and implementation of energy efficient and sustainable projects with an emphasis on long-term operational and maintenance design impacts.

Experience includes preparation of more than 1000 computer simulation models to evaluate energy efficiency, daylighting and sustainability for residential and commercial projects. Extensive experience working with EnergyPro (commercial and residential), Micropas, CBECC-COM, CBECC-RES, EnergyPlus and Equest software as well as daylight modeling with Spot and Sketchup software.

In addition to preparation of simulations, modeling and construction documents experience includes practical field testing and inspection for commercial and residential HERS measures in addition to field inspection for compliance with CalGreen and Build-It-Green requirements. Background and experience from years of working in the construction industry provide the basis for development of training tools and presentations focused on energy compliance requirements, sustainability opportunities and HERS field inspection and testing.

Skills

Architect
Commercial and
Residential Design

Commercial and
Residential
Certified Energy
Analyst

HERS 1 Rater
certification in
residential and
non-residential
field verification
and inspection.

HERS II Whole
House Rater

HERS Trainer
CalCERTS in Non-
Residential
Measures

Build-It-Green
Professional

LEED AP

Utility Incentive
Program
Documentation

California Utility
Allowance
Calculations

Project Mgmt.
commercial project
design and
construction

EXPERIENCE OVERVIEW

Architectural Design and Construction Administration	1978 – 2013
Construction Project Management	1987 – 2013
Title 24 Energy Compliance & Sustainability Consultant	1978 – Present
HERS Trainer for CalCERTS	2004 – 2017
Instructor - Building Department Energy Standards Enforcement	2015 – 2016

LICENSE AND CERTIFICATIONS

Architectural License (C-14007)
CABEC Certified Energy Analyst (Residential - 2016 CEC Standards)
CABEC Certified Energy Analyst (Commercial – 2016 CEC Standards)
HERS I Verification and Inspection Rater (Residential and Commercial)
HERS II Whole House Rater
Build It Green - Green Professional
EPA Refrigerant Certification
LEED AP

SKILLS & PROFICIENCIES

Energy Efficient Design and Implementation

Micropas, EnergyPro (Residential and Commercial), CBECC-COM, CBECC-RES, Equest, EnergyPlus, Trane Trace Load Calculations, ACCA Manual J, D & S Calculations, ASHRAE 90.1 Simulations, ASHRAE 62.1 Ventilation Calculations and Daylite simulation modeling.

General Design

AutoCAD, Sketchup (3D modeling), Podium (3D Photorealistic Visualization)

General Software

Microsoft Word, Excel, Powerpoint, Project (scheduling), Access, Filemaker Pro (database), Acrobat Professional, Photoshop

Programming Languages

C, Java, Fortran, Basic

Software Expertise

Energy Pro

CBECC-COM

CBECC-RES

Micropas

EQUEST

EnergyPlus

Manual J, D & S calculations

Microsoft Office

Word

Excel

Powerpoint

EXPERIENCE

Title 24 Energy Compliance & Sustainability

1980 – Present

Red Tape Express, Elk Grove, California

Owner of firm providing assistance to owners, design firms and contractors in the development of energy efficient and sustainable designs for over 30 years. The firm has completed in excess of 5,000 Title 24 energy simulations and compliance documentation packages utilizing both Prescriptive and Performance approaches. Most projects utilize either EnergyPro, CBECC-COM or CBECC-RES or IES Title 24 for the development of allowable energy budgets while LEED compliance projects have also included the use of EQUEST and EnergyPlus for energy design optimization and simulations. I have served as LEED coordinator and documentation author for commercial and residential projects seeking LEED certification in both new and existing construction projects. Past projects have successfully secured LEED Silver and LEED Gold certifications. I have worked with multiple owners to analyze and complete design modifications necessary to secure Build-It-Green certification on single family homes and apartments. I have experience in multiple utility incentive programs, TCAC energy efficiency requirements for multi-family projects and BPI certification requirements. Recently completed projects include development of energy simulations plus field verification and HERS inspections for a Net Zero residential project in downtown Sacramento participating in utility incentive programs with both PG&E and SMUD.

In addition to providing design and compliance assistance I also serve as a part-time trainer for CalCERTS for their Non-Residential HERS inspection and verification program. My services with CalCERTS included developing the training manual and PowerPoint presentation used by CalCERTS for the Non-Residential HERS field verification class.

Databases

Filemaker Pro

MS Access

CAD

AutoCAD

3D Modeling

Sketchup Pro

Podium

HVAC Loads

Trane Trace

Elite

Wrightsoft

Presentation

Prezi

Automated Forms

Acrobat Pro

Project Management, Architect
City of Sacramento, Sacramento, California

1987 – 2014

Project manager in charge of design development, construction and certification of public structures for the City of Sacramento. Tasks include the development of sustainable and energy efficient design standards for architects and engineers preparing designs for public projects. Design standards include performance requirements for sustainable designs that exceed current energy standards through architectural design decisions without reliance on high efficiency lighting or mechanical systems.

Projects include everything from small support facilities to complex public safety buildings, community centers, office buildings, historic restorations and performing art centers.

Support tasks included development of automated project documentation including Excel spreadsheets, automated Acrobat forms linked to databases, database development, field investigation and documentation databases, development of end user applications and server synchronization, and server based applications for field verification and documentation by inspectors and others.

Associate Architect
The Frandsen Group, Sacramento, California

1978 - 1987

Design and engineering for residential and commercial projects throughout California. Tasks included development of project scope, design, engineering, construction drawings, permits, field observations and final as-built documentation.

Education

California Polytechnic State University – San Luis Obispo
Bachelor of Science in Architecture

June 1977

Cosumnes River College
Associate Degree in Environmental Design

February 1974

Bella Vista High School
Fair Oaks, California

June 1972

Housing Authority of the County of Butte - Butte County Affordable Housing Development Corporation

Development Activity

June 12, 2020

	PWC-AMG/BCAHDC	City	Units	Serves	Funding		HACB PBV's	BCAHDC MOA	BCAHDC LPA prelim
1	Sunrise Village Apts.	Gridley	37	Seniors	MHP 4% LIHTC's	July 2020	36	✓	✓
2a	Riverbend Apts. Phase 1	Oroville	72	Family	9% Disaster LIHTC's	July 2020		✓	
2b	Riverbend Apts. Phase 2	Oroville	48	Family	AHSC	Feb 21 Rnd		anticipated	
3	Liberty Bell Apts.	Orland	32	Seniors	HOME 4% LIHTC's	Fall 2020	31	✓	
4	Woodward Apts.	Orland	36	Family	MHP	Sep 2020	25	✓	✓
5	8th Street PSH	Orland	40	PSH	NPLH 9% LIHTC's	July 2021		anticipated	
6	Mitchell Ave Apts	Oroville	37	Seniors	9% Disaster LIHTC's	July 2020	36	✓	
7	Ford Ave Apts	Gridley	36	Family	9% Disaster LIHTC's	July 2020		✓	
8	Deer Creek Apts	Chico	156	Family	9% Disaster LIHTC's	July 2020		✓	
9	Oroville PSH - Nelson (site control)	Oroville	40	PSH	NPLH		39	anticipated	
AHDC/BCAHDC									
10a	North Creek Crossing Apts., Phase I	Chico	106	Family	9% Disaster LIHTC's	July 2020	25	✓	
10b	North Creek Crossing Apts., Phase II	Chico	60	Family	9% Disaster LIHTC's	2nd Round	14		
Jamboree/BCAHDC									
11	1297 Park Ave. Apts.	Chico	58	Singles/PSH	9% Disaster LIHTC's	July 2020	43	✓	
CHIP									
12	Creekside Place Apts	Chico	100	Seniors	NPLH, City 9% Disaster LIHTC's	July 2020	100	n/a	
	Paradise Community Village - rebuild	Paradise	36	Family	LIHTC				
HACB									
13	Kathy Court Apts - rebuild	Paradise	12	Family	TBD			n/a	
Willow Partners									
14	Sierra Heights Apts II	Oroville	48	Senior	9% Disaster LIHTC's			n/a	
15	Oroville Heights Apts II	Oroville	40	Family	9% Disaster LIHTC's			n/a	
Domus - Newport Partners									
16	Floral Ave. Apts.	Chico	23	Family	9% Disaster LIHTC's			n/a	
K2 Development									
17	Bruce Village Commons, 1993 Bruce Rd	Chico	60	Family	9% Disaster LIHTC's			n/a	
18	Olive Ranch Apts. I, Table Mtn & Grand	Oroville	84	Family	9% Disaster LIHTC's			n/a	
19	Olive Ranch Apts. II	Oroville	83	Family	9% Disaster LIHTC's			n/a	
CRP Development									
20	Conness Apartments	Chico	163	Family	9% Disaster LIHTC's			n/a	
							<u>1407</u> units	\$ 633,150,000 est.	<u>235</u> PBV Vouchers
Section 8 Voucher PBV Commitments									
	PWC - Sunrise Village Senior Apts	Gridley		Seniors			36	(31 1-BR, 5 2-BR)	
	VRDC - Veterans Village	Chico		Veterans		50			
	Caminar - Base Camp Village II	Oroville		Homeless-Disabled			12	(8 Studio, 4 1-BR)	
	CHIP Creekside Place Apts	Chico		Seniors			100	(85 1-BR, (15) 2-BR)	
	Jamboree Housing - 1297 Park Ave Apts	Chico		Single-Senior-Disabled			43	(43 1-BR)	
	PWC - Liberty Bell Apts	Orland		Seniors			31	(26 1-BR, 5 2-BR)	
	PWC - Woodward Apts	Orland		Family			25	(12 2-BR, (13) 3-BR)	
							247 Total		



HOUSING AUTHORITY of the County of Butte

(530) 895-4474
FAX (530) 895-4459
TDD/TTY (800) 735-2929
(800) 564-2999 Butte County Only
WEBSITE: www.butte-housing.com
2039 Forest Avenue • Chico, CA 95928

June 12, 2020

Ms. Judith Blackwell
Executive Director
California Tax Credit Allocation Committee
915 Capitol Mall, Room 485
Sacramento, CA 95814

Subject: FCAA Disaster Relief Credits - Proposed Allocation Plan

Dear Ms. Blackwell:

The Housing Authority of the County of Butte (HACB) expresses concern that “readiness to proceed” considerations have been removed from project selection criteria in allocation of the special 9% Disaster Relief LIHTC’s appropriated by Congress. The HACB is currently aware of as many as 1,400 units in 19 projects in Butte County being advanced for application for the credits, some are ready to go, some are more speculative.

From our perspective, readiness to proceed is an extremely important factor in providing for timely and responsible development, much less Disaster response. Developers must necessarily invest significantly to achieve readiness to proceed status, such investment evidencing their commitment, as well as the community’s assent. Projects that are awarded credits that do not have readiness to proceed status can be problematic for the local community, in that the situation creates pressure for the community to “make the deal work” in order to not lose the credits, an undesirable dynamic that is simply solved by consideration of a project’s readiness to proceed.

We are aware there are a number of development proposals that are multi-phased, as LIHTC program metrics limit development volume. In the LIHTC competitive scenario, we believe that projects that are ready to proceed, including multi-phased proposals that are ready to go, need be given priority over those that are not.

HACB thanks CTCAC for its work in helping to address Disaster response for our area, which lost 14,000 homes in a day on November 8, 2018.

Very truly yours,

Edward S. Mayer
Executive Director
(530) 895-4474 x 215
edm@butte-housing.com



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

CARES ACT funding: 3/27/2020 through 12/31/2020

Budget: \$303,038 - Housing Choice Voucher Program, Administrative Fees
\$183,157 - Public Housing Operating Funds

Eligible Items per PIH Notices 2020-07 and 2020-08 , in addition to eligible program operating costs

Human Resources

- Personal Protective Equipment (PPE)
- Cloth Masks
- Sanitizer and disinfecting wipes
- Electronic thermometers
- Create or update of infectious disease outbreak plan
- Employee Payroll during office closure
- Employee C-19 sick leave
- Employee OT for C-19 related work
- Childcare costs - if due to C-19 closures
- Transportation to C-19 Testing

Technology

- New Firewall and VPN for remote access
- Laptops
- Monitors (larger) for laptops
- Webcams
- Scanners-desktop
- Home office use allowances
- Home office printers (?)
- paperless solutions
- GoToMeeting conferencing
- electronic signature software

Maintenance supplies

- Cleaning supplies
- Electrostatic fogger
- UV light disinfecting device

Program Participants

- Additional cleaning of community rooms and offices
- Coordinate Internet and computers for PH school children (BCOE)
- Coordinate Food Delivery (CAA?)
- Childcare costs - if due to C-19 closures
- Relocation costs, transportation to C-19 Testing
- S8 Landlord incentives

Office & Community Room Improvements

- Hand free drop boxes - sorting
- air filtration systems (upgrades)
- Hands free door opener devices
- PH meeting room upgrades
- mobile bubble desk



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

April 30, 2020

Edward S. Mayer
Executive Director
County of Butte Hsg Auth
2039 Forest Ave Suite #10
CHICO CA, 95928

Dear Edward S. Mayer:

SUBJECT: **Obligation Letter**, Public Housing Operating Fund Grant from CARE Act,
LOCCS/PAS Project No. PPN CA04300000120DC

This letter obligates \$183,157 Supplemental Operating Funds pursuant to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (Public Law 116-136). The amount of the obligation is based on this project's eligibility \$1,225,119 as a percentage of the program's CY 2020 total eligibility. For more information on the methodology used to establish eligibility and funding availability, please see:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/am/opfnd2020

All funds must be used in accordance with the Annual Contributions Grant Agreement and associated laws and regulations. By drawing down the funds obligated in this letter, you and your agency are confirming agreement and compliance with the all terms and conditions of the Operating Fund program. Further, a drawdown of these funds constitutes an agreement that the current estimated eligibility and obligation is correct. The amount of your agency's obligated funds is available through the HUD Electronic Line of Credit Control System (eLOCCS). Instructions for the use of eLOCCS are available in the eLOCCS Quick References document at <https://www.hud.gov/sites/dfiles/CFO/documents/eLOCCSQuickReferenceGuide03-2018rev2.pdf>.

Sincerely,

A handwritten signature in blue ink that reads "Danielle Bastarache".

Danielle Bastarache
Deputy Assistant Secretary,
Office of Public Housing and Voucher Programs



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

May 4, 2020

CA043
COUNTY OF BUTTE HSG AUTH
2039 FOREST AVENUE, SUITE 10
CHICO, CA 95928-5928

Dear Executive Director:

SUBJECT: Section 8 Housing Choice Voucher Program - Award of Additional Funding

This letter is to notify you that HUD will be providing your agency additional Housing Voucher program funds. The amount of funds being obligated and the purpose of such funds are reflected in the table below.

Program Funding	Budget Authority Assigned	Purpose of Funding
AF	\$303,038	CARES Act Rnd 1 AF

Your executed copy of the notice to amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the changes described above will be transmitted under separate cover. That letter will contain all information related to this funding including increment number, effective/expiration dates and units, if applicable.

If you have any questions, please contact your Financial Analyst.

Sincerely,

Jennifer D. Horn

Digitally signed by Jennifer D. Horn
DN: CN = Jennifer D. Horn, C = US
O = Financial Management Center.
OU = Division Director.
Reason: I am approving this document

Division Director

Memo Reference: 20-086