

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

MEETING AGENDA

November 17, 2022
2:00 p.m.

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

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

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

<https://meet.goto.com/924838597>

You can also dial in using your phone.

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Access Code: 924-838-597

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

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

NEXT RESOLUTION NO. 4880

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS

*Housing Authority of the County of Butte
Board of Commissioners
Agenda –Meeting of November 17, 2022
Page 1*

3. CONSENT CALENDAR

3.1 Minutes for the meeting of October 20, 2022

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$330,277.28
3.2.2	Landlords –	\$1,425,309.88
3.2.3	Payroll –	\$133,277.28

3.3 Financial Statements

3.4 Section 8 Housing Choice Voucher Program

3.5 Property Vacancy Report

3.6 Public Housing

3.7 Construction Projects

3.8 Capital Fund Improvement Projects

3.9 Farm Labor Housing Report

3.10 HACB Owned Properties

3.11 Family Self Sufficiency

3.12 Rental Assistance Programs

3.13 Quarterly Investment Reports/Reserves Analysis

4. CORRESPONDENCE

5. REPORTS FROM EXECUTIVE DIRECTOR

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

Recommendation:	Resolution No. 4880
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5.2 Public Housing Flat Rents – Adopt 2023 Flat Rents.

Recommendation:	Resolution No. 4881
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5.3 Personnel – Adopt Revised Accounting Technician Job Description.

Recommendation:

Resolution No. 4882

5.4 Development Activity – Status Review.

Recommendation:

Information/Discussion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

7.1 HACB / BCAHDC – Property Tour with Public Officials, Thursday October 27th, 2022 – Report by Executive Director Mayer.

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

12. COMMISSIONERS' CALENDAR

- **Holiday Luncheon** – *Save the Date: Wednesday December 14, 2022*
- **Next Meeting – December 15, 2022**
- **2023 NorCal/Nevada NAHRO Conference “Back in the Saddle, Post-Pandemic”**
– *Sunday January 22, 2023 (Commissioner Track), Monday – Tuesday January 23-24, 2023 (General Attendee Sessions)*

13. ADJOURNMENT

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

MEETING MINUTES OF October 20, 2022

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

Board Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Robert Crowe, Larry Hamman, Rich Ober, David Pittman, Sarah Richter, and Regina Sayles-Lambert (arrived 2:07 p.m.); all attended in person with the exception of Commissioners Richter and Ober, who attended by means of web-conference.

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

Others present: Thomas E. Lewis, Attorney

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Housing Authority of the County of Butte (HACB) - Brown Act Review and Presentation by Tom Lewis, Attorney.

5.2 Section 8 Administrative Plan – At the August 18, 2022 meeting of the HACB Board of Commissioners, it was moved to receive a Draft amendment to the Section 8 Admin Plan (AP), authorizing publication of the Draft for Public Notice and

*Housing Authority of the County of Butte
Board of Commissioners
Minutes – Meeting of October 20, 2022
Page 1*

Comment. The change implements a new admissions preference; considered a “significant amendment” to the HUD-regulated AP, requiring the public amendment process. The change implements a Family Unification Program and Transitional Age Youth Preference, providing for a youth housing program. The preference provides basis for HACB’s entering into an agreement with the County of Butte Department of Employment and Social Services (DESS), who will make referral to the program and provide supportive services to the target youth populations. With adoption of the Resolution, the HACB will set aside ten (10) Section 8 HCV vouchers for program participants. No comment was received during the 45-day public review period.

RESOLUTION NO. 4875

Commissioner Sayles-Lambert moved that Resolution No. 4875 be adopted by reading of the title only: “AUTHORIZATION TO AMEND HUD SECTION 8 HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN FAMILY UNIFICATION (FUP) / TRANSITIONAL AGE YOUTH (TAY) ADMISSIONS PREFERENCE”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.3 Memorandum of Understanding (MOU) – A companion action to Resolution No. 4875, Resolution No. 4876 authorizes the HACB to enter into a Memorandum of Understanding (MOU) with the County of Butte Department of Employment and Social Services (DESS) for administration of the Section 8 HCV FUP/TAY program, wherein HACB sets aside vouchers for participating youth households, and DESS provides program referrals and housing advocacy and supportive case management services to participating youth. The MOU is a non-financial agreement.

RESOLUTION NO. 4876

Commissioner Hamman moved that Resolution No. 4876 be adopted by reading of the title only: “MEMORANDUM OF UNDERSTANDING WITH BUTTE COUNTY DEPARTMENT OF EMPLOYMENT AND SOCIAL SERVICES ESTABLISHING FAMILY UNIFICATION AND TRANSITIONAL AGE YOUTH HOUSING VOUCHER PROGRAM”. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.4 HACB Write-Offs – Annually the HACB records vacated tenant balances for doubtful accounts, reducing the net tenant accounts receivable shown on the balance sheet. The amount of bad debt is showing an uptick that the agency believes relates to the COVID aftermath. The write-off accounts have been or will be sent to a collection agency for further actions. The write offs do not affect the financial standing of the agency,

RESOLUTION NO. 4877

Commissioner Sayles-Lambert moved that Resolution No. 4877 be adopted by reading of the title only: “WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE”. Commissioner Crowe seconded. The vote in favor was unanimous.

*Housing Authority of the County of Butte
Board of Commissioners
Minutes – Meeting of October 20, 2022
Page 2*

- 5.5 Personnel – Staff is recommending change to the organizational structure of the HACB Accounting Department. The proposed change includes the elimination of the second Senior Accountant position and re-establishment of an Accountant position. This change is determined to be in the best interest of the HACB and its administrative and operating efficiencies.

RESOLUTION NO. 4878

Commissioner Hamman moved that Resolution No. 4878 be adopted by reading of the title only: “RE-ORGANIZATION OF ACCOUNTING DEPARTMENT”. Commissioner Crowe seconded. The vote in favor was unanimous.

- 5.6 Personnel – The proposed modification to the HACB’s IRS Section 125 Cafeteria Plan’s Medical Flexible Spending Account (FSA) sets a \$3,050 annual limit to employees’ pre-tax contributions and \$610 maximum rollover amount, consistent with the FSA ceiling established by the IRS for the 2023 plan year commencing January 1, 2023.

RESOLUTION NO. 4879

Commissioner Sayles Lambert moved that Resolution No. 4879 be adopted by reading of the title only: “SECTION 125 CAFETERIA PLAN – FLEXIBLE SPENDING ACCOUNT”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.7 Housing Authority of the County of Butte (HACB) – This agenda item was provided for information and discussion purposes. Commissioners and staff discussed the impact of homeless populations on those living in some the the HACB’s subsidized properties. The homeless encampment at Chico’s Windchime Park, across the street from the HACB’s Public Housing Humboldt Apartments, was used as an example. The Commissioners concurred that as a first priority the HACB seek every reasonable remedy to protect quality of life and safety of tenants.
- 5.8 Development Activity – A memo providing status of affordable housing development activity in Butte and Glenn Counties, activity in which BCAHDC serves as MGP in the owning partnerships. In addition, use of 2020A Bond Series proceeds was discussed. Significant proceeds expenditure is currently planned for three (3) of the leveraged properties, including Evanswood and Park Place Apartments in Oroville, and Lincoln Apartments in Chico. Evanswood siding work is contracted and underway. However, an option has arisen, providing for bond proceeds being directed away from Park Place and Lincoln and towards re-construction of the Kathy Court Apts in Paradise. Concerns were raised, no action was taken, and staff indicated it would bring a morefull analysis and recommendation to the next meeting, if appropriate.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 HACB/BCAHDC – the Property Tour with Public Officials is scheduled for Thursday October 27th. The Tour will include affordable housing properties/projects in Butte County.

8. SPECIAL REPORTS

- 8.1 NAHRO 2022 National Conference & Exhibition – NAHRO Together: Advancing Our Communities, September 22-24, 2022 San Diego, CA – Executive Director Ed Mayer; Deputy Executive Director, Larry Guanzon; Administrative Operations Director, Tamra Young and Commissioner Regina Sayles-Lambert all attended the conference. Executive Director Mayer shared that it was the first in person National NAHRO conference since 2019, and appreciated the renewed networking opportunity, always informative. HUD provided information on its new systems initiatives in Section 8 administration planned to be unrolled in the next year. Tamra Young and Larry Guanzon shared the same sentiments. Commissioner Sayles-Lambert said the conference was exciting and educational, she participated in rewarding roundtable discussions and was grateful to build new relationships.

9. REPORTS FROM COMMISSIONERS

- 9.1 Executive Director Compensation – Chair Pittman, on behalf of the Board of Commissioners, recognized Executive Director Mayer’s exemplary performance in service to the Agency, the Board of Commissioners and the citizens of Butte County, over the past fourteen (14) years of service. Collectively the Board of Commissioners authorized a \$10,000 one-time cash bonus in addition to eighty (80) hours of Administrative Leave time to be used within the following twelve (12) months. Executive Director Mayer said he is very humbled and appreciative of the great working relationship and support of the Board.

MOTION

Commissioner Crowe moved to authorize a \$10,000 one-time cash bonus in addition to eighty (80) hours of Administrative Leave to be used within the next twelve (12) months. Commissioner Hamman seconded. The vote in favor was unanimous.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – November 17, 2022**

13. ADJOURNMENT

Commissioner Crowe moved that the meeting be adjourned. Commissioner Hamman seconded. The meeting was adjourned at 4:20 p.m.

Dated: October 20, 2022.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

Check Date	Check #	Vendor Name	Amount
10/25/2022	156863	A-1 Appliance	143.66
10/28/2022	156994	A-1 Appliance	86.60
10/28/2022	157026	Adecco Employment Services	2,028.14
10/25/2022	156950	Adecco Employment Services	1.57
10/25/2022	156951	Adecco Employment Services	2,936.56
10/25/2022	156952	Adecco Employment Services	98.91
10/25/2022	156953	Adecco Employment Services	3,384.62
10/25/2022	156954	Adecco Employment Services	3,106.12
10/25/2022	156955	Adecco Employment Services	1,130.40
10/25/2022	156956	Adecco Employment Services	1,125.60
10/25/2022	156959	Advanced Document	310.00
10/25/2022	156960	Advanced Document	76.43
10/25/2022	156961	Advanced Document	135.69
10/25/2022	156969	Armed Guard Private Security, Inc	315.00
10/25/2022	156922	AT&T	76.66
10/25/2022	156934	Baker Distributing Company, Inc.	40.10
10/28/2022	157001	Baker Distributing Company, Inc.	257.06
10/25/2022	156949	CAHA	1,200.00
10/25/2022	156858	CALIF. WTR. SER. ORO	1,204.42
10/25/2022	156859	CALIF. WTR. SER. ORO	3,611.10
10/25/2022	156860	CALIF. WTR. SER. ORO	592.95
10/25/2022	156861	CALIF. WTR. SER. ORO	220.39
10/28/2022	156993	CALIFORNIA WATER SERVICE	6,912.01
10/25/2022	156976	Candelario Ace Hardware dba	2.99
10/28/2022	157016	Candelario Ace Hardware dba	31.08
10/25/2022	156974	Charles Alford	50.00
10/28/2022	157009	Chico Turf Plus, LLC	710.00
10/28/2022	157010	Chico Turf Plus, LLC	95.00
10/25/2022	156935	CIC	33.00
10/25/2022	156936	CIC	1,256.40
10/25/2022	156937	CIC	532.95
10/28/2022	156998	City of Oroville	106,788.60
10/25/2022	156925	COMCAST CABLE	152.53
10/25/2022	156926	COMCAST CABLE	161.94
10/25/2022	156927	COMCAST CABLE	359.29
10/25/2022	156928	COMCAST CABLE	231.42
10/25/2022	156966	Cypress Dental Administrators	3,218.92
10/25/2022	156967	David Pittman	50.00
10/28/2022	157008	Douglas DeSoto	443.65
10/25/2022	156864	EAGLE SECURITY SYSTEMS	40.00
10/25/2022	156865	EAGLE SECURITY SYSTEMS	40.00
10/25/2022	156866	EAGLE SECURITY SYSTEMS	42.75

10/25/2022	156867	EAGLE SECURITY SYSTEMS	48.10
10/25/2022	156970	Gary Quiring	1,170.00
10/25/2022	156968	Golden State Risk Management Authority	30,829.00
10/28/2022	157002	GreatAmerica Financial Services	155.52
10/28/2022	156996	Gregory P. Einhorn	330.00
10/25/2022	156862	Gridley Municipal Utilities	1,342.44
10/25/2022	156977	Grimes Heating & Air Inc	245.00
10/25/2022	156975	GUZI-WEST Inspection and Consulting. LLC	2,138.75
10/25/2022	156933	HD Supply Facilities Maintenance, Ltd.	112.27
10/26/2022	156933	HD Supply Facilities Maintenance, Ltd.	-112.27
10/28/2022	157000	HD Supply Facilities Maintenance, Ltd.	221.17
10/28/2022	157023	HD Supply Facilities Maintenance, Ltd.	0.00
10/28/2022	157025	HD Supply Facilities Maintenance, Ltd.	108.23
10/25/2022	156963	Hignell, Inc. dba Experts in Your Home	1,805.70
10/25/2022	156971	HMR Architects, Inc.	7,211.06
10/28/2022	157012	HMR Architects, Inc.	24,200.00
10/25/2022	156984	Holbrooks Clearance Center	2,173.00
10/28/2022	157018	Holbrooks Clearance Center	6,057.44
10/25/2022	156932	InterWest Insurance Services, LLC	600.00
10/25/2022	156946	Larry Hamman	37.50
10/25/2022	156958	Larry Hamman	50.00
10/28/2022	157004	MAINTENANCE PLUS	2,682.78
10/28/2022	157005	MAINTENANCE PLUS	4,932.56
10/28/2022	157006	MAINTENANCE PLUS	3,845.56
10/28/2022	157007	MAINTENANCE PLUS	1,533.79
10/25/2022	156964	MES VISION	529.18
10/25/2022	156945	Mica Vang	59.47
10/25/2022	156923	MILLER GLASS, INC.	155.00
10/28/2022	157011	MRI Software LLC	3,796.30
10/28/2022	156999	Nan McKay & Associates, Inc.	112.50
10/28/2022	157003	Neal Road Recycling & Waste	46.00
10/25/2022	156983	Netsys Systems, Inc.	7,306.88
10/25/2022	156973	Nor-Cal Landscape Maintenance dba	11,495.00
10/25/2022	156942	OFFICE DEPOT INC	193.21
10/25/2022	156896	OPER. ENG. LOCAL #3	708.00
10/28/2022	157017	ORWACA Agency Insurance Services, LLC	5,687.88
10/28/2022	157020	Paradise Recreation & Park District	1,068.33
10/28/2022	157019	Paradise Unified School District	1,885.71
10/25/2022	156868	PG&E	17.04
10/25/2022	156869	PG&E	2.36
10/25/2022	156870	PG&E	7.24
10/25/2022	156871	PG&E	192.49
10/25/2022	156872	PG&E	1,652.71

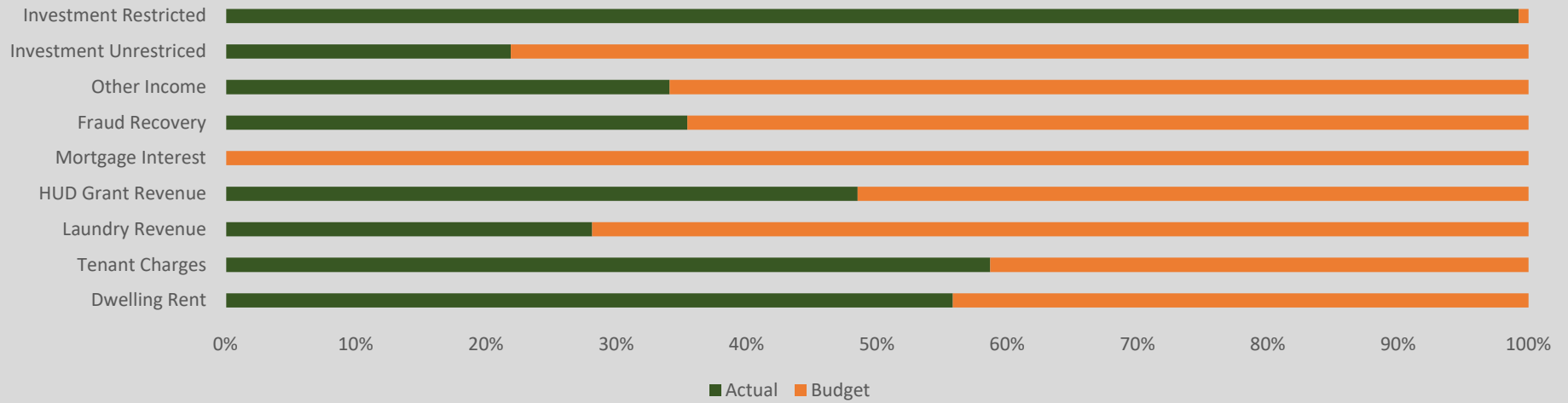
10/25/2022	156873	PG&E	27.70
10/28/2022	157022	R. Scott Houchin	17,000.00
10/25/2022	156874	RECOLOGY BUTTE COLUSA COUNTIES, INC.	314.88
10/25/2022	156875	RECOLOGY BUTTE COLUSA COUNTIES, INC.	78.72
10/25/2022	156876	RECOLOGY BUTTE COLUSA COUNTIES, INC.	314.01
10/25/2022	156877	RECOLOGY BUTTE COLUSA COUNTIES, INC.	590.40
10/25/2022	156878	RECOLOGY BUTTE COLUSA COUNTIES, INC.	585.98
10/25/2022	156879	RECOLOGY BUTTE COLUSA COUNTIES, INC.	35.86
10/25/2022	156880	RECOLOGY BUTTE COLUSA COUNTIES, INC.	23.18
10/25/2022	156881	RECOLOGY BUTTE COLUSA COUNTIES, INC.	432.96
10/25/2022	156882	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156883	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156884	RECOLOGY BUTTE COLUSA COUNTIES, INC.	796.54
10/25/2022	156885	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156886	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156887	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156888	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156889	RECOLOGY BUTTE COLUSA COUNTIES, INC.	334.56
10/25/2022	156890	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156891	RECOLOGY BUTTE COLUSA COUNTIES, INC.	196.80
10/25/2022	156892	RECOLOGY BUTTE COLUSA COUNTIES, INC.	19.68
10/25/2022	156893	RECOLOGY BUTTE COLUSA COUNTIES, INC.	531.36
10/25/2022	156894	RECOLOGY BUTTE COLUSA COUNTIES, INC.	157.44
10/25/2022	156979	Regina Sayles-Lambert	50.00
10/25/2022	156981	Regina Sayles-Lambert	24.00
10/25/2022	156982	Regina Sayles-Lambert	181.56
10/25/2022	156972	Richard H. Ober	50.00
10/25/2022	156980	Robert R Crowe	50.00
10/28/2022	157014	RSC Associates, Inc	764.07
10/28/2022	157015	RSC Associates, Inc	850.00
10/25/2022	156978	Sarah Richter	50.00
10/25/2022	156943	Scrubbs, Inc.	26.00
10/25/2022	156930	Susana Torres-Agustin	1,000.42
10/25/2022	156929	Susanne Kemp	57.39
10/25/2022	156897	The Home Depot Credit Services	26.76
10/25/2022	156898	The Home Depot Credit Services	53.50
10/25/2022	156899	The Home Depot Credit Services	723.73
10/25/2022	156900	The Home Depot Credit Services	121.29
10/25/2022	156901	The Home Depot Credit Services	7.44
10/25/2022	156902	The Home Depot Credit Services	115.46
10/25/2022	156903	The Home Depot Credit Services	797.40
10/25/2022	156904	The Home Depot Credit Services	36.71
10/25/2022	156905	The Home Depot Credit Services	129.00

10/25/2022	156906	The Home Depot Credit Services	80.29
10/25/2022	156907	The Home Depot Credit Services	43.61
10/25/2022	156908	The Home Depot Credit Services	70.76
10/25/2022	156909	The Home Depot Credit Services	140.89
10/25/2022	156910	The Home Depot Credit Services	887.86
10/25/2022	156911	The Home Depot Credit Services	56.15
10/25/2022	156912	The Home Depot Credit Services	88.41
10/25/2022	156913	The Home Depot Credit Services	467.21
10/25/2022	156914	The Home Depot Credit Services	307.55
10/25/2022	156915	The Home Depot Credit Services	58.20
10/25/2022	156916	The Home Depot Credit Services	150.16
10/25/2022	156917	The Home Depot Credit Services	31.48
10/25/2022	156918	The Home Depot Credit Services	597.46
10/25/2022	156919	The Home Depot Credit Services	840.48
10/25/2022	156920	The Home Depot Credit Services	23.44
10/25/2022	156921	The Home Depot Credit Services	44.04
10/25/2022	156957	Thermalito Irrigation	570.61
10/28/2022	157021	Town of Paradise	13,730.21
10/28/2022	156997	Towne Carpet dba	2,286.56
10/28/2022	156995	TPx Communications	975.14
10/25/2022	156931	Two Men & A Truck, Inc.	1,784.84
10/25/2022	156924	United States Postal Service (CMRS-FP)	2,500.00
10/25/2022	156944	Unum Life Insurance Company	1,077.14
10/25/2022	156947	US Bank	150.15
10/25/2022	156948	US Bank	327.60
10/25/2022	156895	Valero Fleet	986.70
10/25/2022	156965	Verizon Wireless	1,266.27
10/25/2022	156962	WASH MULTIFAMILY LAUNDRY SYSTEMS	136.92
10/25/2022	156941	WASTE MANAGEMENT	395.13
10/25/2022	156938	WASTE MANAGEMENT	141.33
10/25/2022	156939	WASTE MANAGEMENT	1,000.37
10/25/2022	156940	WASTE MANAGEMENT	292.12
10/28/2022	157013	Willdan Financial Services	2,500.00
TOTAL			330,569.05

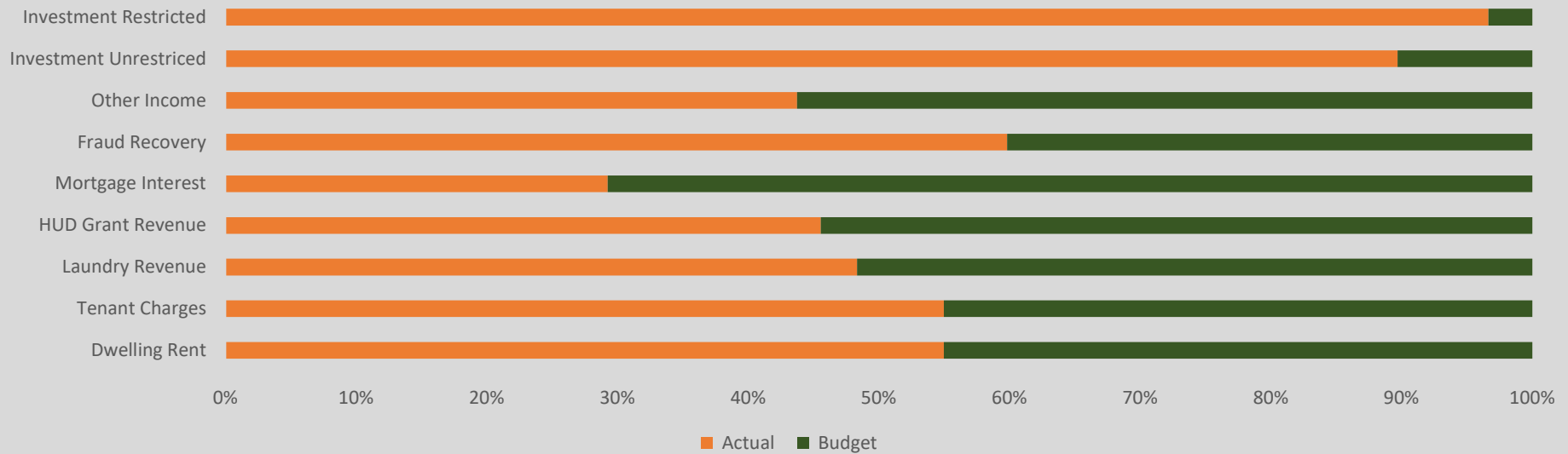
Housing Authority of the County of Butte
BALANCE SHEET
September, 2022

	Cumulative
ASSETS	
Current Assets	
Cash - Unrestricted	3,003,228.20
Cash - Other Restricted	1,392,385.69
Cash - Tenant Security Deposits	285,860.05
Accounts Receivable - HUD	-268,046.14
Accounts Receivable - Other Gov	1,128.78
Accounts Receivable - Misc	-1,639,836.05
Accounts Receivable - Tenants	107,375.68
Accounts Receivable - Fraud	0.00
Note Receivable - Current Portion	-18,732.00
Accrued Interest Receivable	59,077.32
Investments - Unrestricted	2,058,870.19
Investments - Restricted	10,568,425.75
Inventories	103,507.74
Prepaid Expenses	979,255.90
Inter-program Due From	-445,723.64
Total Current Assets	16,186,777.47
Fixed Assets	
Fixed Assets & Accumulated Depreciation	27,411,072.30
Total Fixed Assets	27,411,072.30
Other Non-Current	
Notes Loans & Mortgages Receivable	1,965,371.97
Deferred Outflows - GASB 68 & 75	670,081.02
Safety Deposit Box, Key Deposit	10.00
Investment in Limited Partnerships	3,820,116.82
Total Other Non-Current	6,455,579.81
TOTAL ASSETS	50,053,429.58
LIABILITIES	
Current Liabilities	
Accounts payable	-12,467.05
Accrued Payroll Liabilities	39,204.73
Accrued Interest Payable	48,827.34
Tenant Security Deposits	340,826.44
Deferred Revenue	6,647.64
Payable to HUD	0.00
Long Term Debt - Current Portion	336,738.01
Accrued Liabilities - Other	606,753.97
Inter-program Due To General Fund	-439,753.58
Total Current Liabilities	926,777.50
Long-Term Liabilities	
Deferred Inflows - GASB 68 & 75	106,791.00
Other Post Retirement Ben-Net GASB 75	243,914.00
Unfunded Pension Liabilty - GASB 68	3,733,706.00
Long-Term Debt	13,366,345.04
Non-Current Liability- Other (FSS)	55,493.28
Total Long-Term Liabilities	17,506,249.32
TOTAL LIABILITIES	18,433,026.82
NET POSITION	
Beginning Net Position	28,731,450.82
Retained Earnings	2,888,951.94
TOTAL NET POSITION	31,620,402.76
TOTAL LIABILITIES AND NET POSITION	50,053,429.58

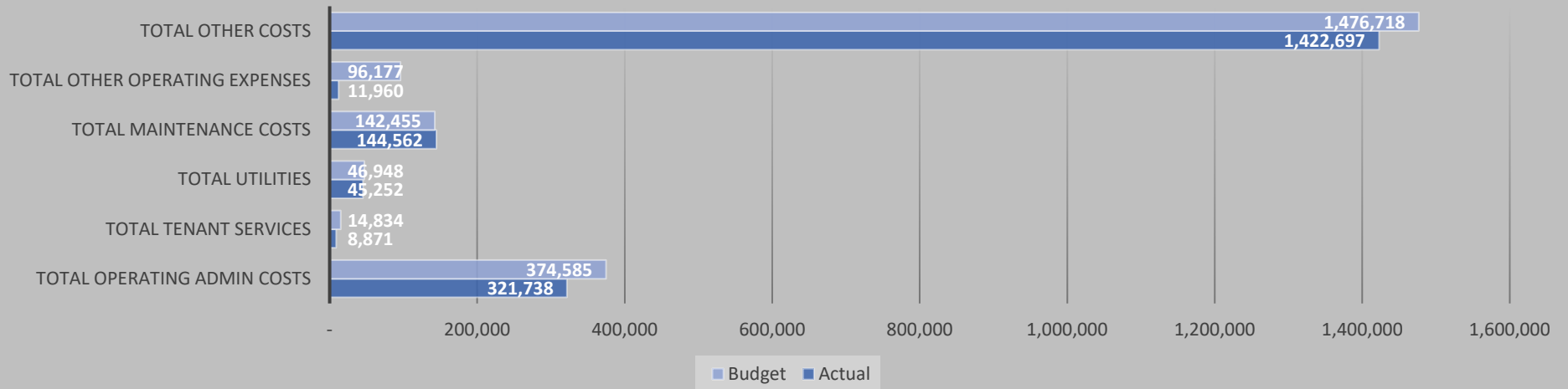
September 2022 Month to Date Revenue Comparison - Actual vs Budget



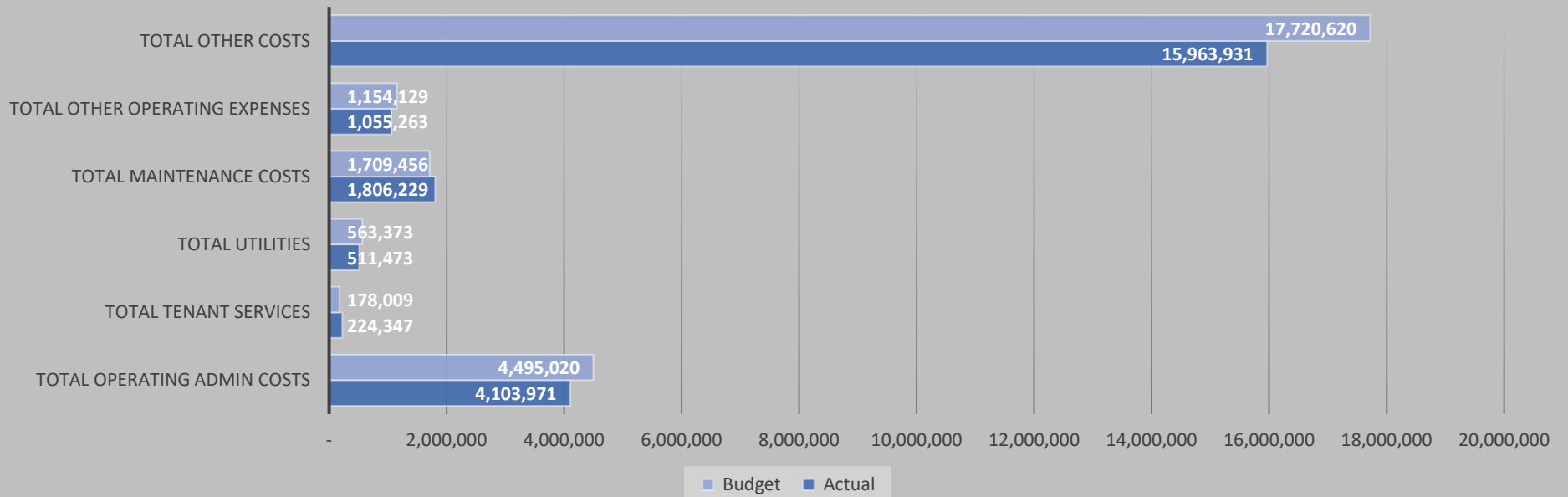
September 2022 Year to Date Revenue Comparison - Actual vs Budget



September 2022 Month to Date Expense Comparison - Actual vs Budget



September 2022 Year to Date Expense Comparison - Actual vs Budget



Housing Authority of the County of Butte
CONSOLIDATED INCOME STATEMENT
September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Net Dwelling Rent	399,615	316,094	83,520	4,629,762	3,793,131	836,631	122.06
Tenant Charges	7,212	5,074	2,138	74,375	60,890	13,485	122.15
Laundry Revenue	1,055	2,693	-1,638	30,240	32,320	-2,080	93.56
HUD Grant Revenue	1,714,192	1,818,169	-103,977	18,254,006	21,818,026	-3,564,020	83.66
Other Grant Revenue	0	0	0	0	0	0	0.00
Mortgage Interest Income	0	6,364	-6,364	31,588	76,369	-44,781	41.36
Fraud Recovery	2,289	4,167	-1,877	74,456	50,000	24,456	148.91
Other Income	26,153	50,558	-24,405	471,934	606,700	-134,766	77.79
Investment Income-unrestricted	630	2,246	-1,616	234,455	26,952	207,503	869.90
Investment Income-restricted	14,220	108	14,112	37,344	1,296	36,048	2,881.45
TOTAL REVENUES	2,165,365	2,205,474	-40,109	23,838,160	26,465,684	-2,627,525	90.07
Administrative Employee Salaries	174,541	134,300	40,240	2,448,352	1,611,605	836,747	151.92
Audit Fee	0	2,816	-2,816	1,328	33,787	-32,459	3.93
Advertising & Marketing	259	1,811	-1,551	5,181	21,726	-16,545	23.85
Payroll Taxes and Benefits - Admin	61,458	64,590	-3,133	838,780	775,084	63,696	108.22
Office Expenses	21,309	22,969	-1,660	249,900	275,633	-25,733	90.66
Legal Expenses	5,280	4,358	921	40,748	52,300	-11,552	77.91
Travel	3,054	1,633	1,421	4,771	19,600	-14,829	24.34
Allocated Overhead	0	95,648	-95,648	-250	1,147,781	-1,148,031	-0.02
Other Admin. Expenses	55,838	46,459	9,379	515,162	557,504	-42,342	92.41
Total Operating Admin. Costs	321,738	374,585	-52,847	4,103,971	4,495,020	-391,049	91.30
Tenant Service-Salaries	6,138	8,375	-2,237	75,507	100,500	-24,993	75.13
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	1,073	3,512	-2,439	21,208	42,144	-20,936	50.32
Tenant Services - Misc	1,660	2,947	-1,287	127,632	35,365	92,267	360.90
Total Tenant Services	8,871	14,834	-5,963	224,347	178,009	46,338	126.03
Water	20,950	18,318	2,632	188,707	219,820	-31,113	85.85
Electricity	14,573	9,118	5,455	132,834	109,421	23,413	121.40
Gas	1,300	1,845	-545	22,464	22,139	325	101.47
Sewer	8,429	17,666	-9,237	167,469	211,993	-44,524	79.00
Total Utilities-Project	45,252	46,948	-1,695	511,473	563,373	-51,900	90.79
Maintenance Salaries	26,318	35,879	-9,561	377,436	430,546	-53,110	87.66
Maintenance Materials	9,120	12,594	-3,474	94,833	151,130	-56,297	62.75
Maintenance Contract Costs	93,483	76,153	17,331	1,158,838	913,832	245,006	126.81
Payroll Taxes and Benefits - Maint	15,641	17,829	-2,188	175,122	213,948	-38,826	81.85
Total Maintenance Costs	144,562	142,455	2,107	1,806,229	1,709,456	96,773	105.66
Protective Services	3,051	4,783	-1,732	39,941	57,400	-17,459	69.58
Insurance-Liab/Property/Auto	3,919	33,490	-29,571	197,782	401,875	-204,093	49.21
Other General Expenses	2,540	8,100	-5,560	567,750	97,200	470,550	584.10
PILOT	0	11,785	-11,785	53,052	141,418	-88,366	37.51
Bad Debts-Tenant	835	6,488	-5,653	58,132	77,850	-19,718	74.67
Interest Expense	1,615	31,532	-29,917	138,605	378,386	-239,781	36.63
Total Other Operating Expenses	11,960	96,177	-84,217	1,055,263	1,154,129	-98,866	91.43
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	1,422,697	1,476,718	-54,021	15,963,931	17,720,620	-1,756,689	90.09
HAP - Ports IN	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
Total Other Costs	1,422,697	1,476,718	-54,021	15,963,931	17,720,620	-1,756,689	90.09
TOTAL EXPENSES	1,955,082	2,151,717	-196,635	23,665,214	25,820,607	-2,155,393	91.65
RETAINED EARNINGS	210,284	53,757	156,527	172,946	645,077	-472,131	26.81
+/- Replacement Reserves (net)	3,442	-3,675	7,117	-64,936	-44,100	-20,836	147.25
+/- Transfers / USDA Grant	0	0	0	289,275	0	289,275	0.00
- Debt Service Payments (Bond & USDA)	-19,759	-24,480	4,721	-173,252	-293,758	120,506	58.98
+/- Gain/Loss on PARS Trust Account	-145,331	4,308	-149,639	-408,905	51,700	-460,605	-790.92
- Capitalized Assets & Work in Progress	-80,144	-67,266	-12,878	-1,160,273	-807,187	-353,086	143.74
- Accrued Interest	113	0	113	-47,403	0	-47,403	0.00
NET CASH FLOW	-31,395	-37,355	5,960	-1,392,548	-448,268	-944,280	310.65
Depreciation & Amortization	0	0	0	748,474	0	748,474	0.00

Housing Authority of the County of Butte
SECTION 8 INCOME STATEMENT W/CARES ACT
September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	1,599,190	1,627,014	-27,824	16,890,654	19,524,163	-2,633,509	86.51
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	136	150	-14	62,459	1,800	60,659	3,469.96
Investment Income-restricted	-75,864	4,167	-80,031	-156,930	50,000	-206,930	-313.86
Mortgage Interest Income	0	0	0	0	0	0	0.00
Fraud Recovery	2,289	4,167	-1,877	74,456	50,000	24,456	148.91
Other Income	0	625	-625	513	7,500	-6,987	6.84
TOTAL REVENUES	1,525,751	1,636,122	-110,371	16,871,152	19,633,463	-2,762,311	85.93
Administrative Employee Salaries	67,880	65,529	2,351	841,156	786,345	54,811	106.97
Audit Fee	0	1,675	-1,675	0	20,100	-20,100	0.00
Advertising & Marketing	0	417	-417	2,866	5,000	-2,134	57.31
Admin. Fringe Benefits & Taxes	22,954	28,871	-5,917	289,440	346,450	-57,010	83.54
Office Expenses	5,864	12,216	-6,351	121,102	146,586	-25,484	82.61
Legal Expenses	3,480	1,250	2,230	23,190	15,000	8,190	154.60
Travel	0	350	-350	0	4,200	-4,200	0.00
Allocated Overhead	20,471	39,114	-18,643	416,813	469,362	-52,549	88.80
Other Admin. Expenses	14,228	21,438	-7,210	52,968	257,255	-204,287	20.59
Total Operating Admin. Costs	134,877	170,858	-35,981	1,747,534	2,050,298	-302,764	85.23
Tenant Service-Salaries	0	4,000	-4,000	0	48,000	-48,000	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	1,944	-1,944	0	23,322	-23,322	0.00
Resident Services	800	0	800	102,562	0	102,562	0.00
Total Tenant Services	800	5,944	-5,144	102,562	71,322	31,240	143.80
Water	361	133	228	1,835	1,600	235	114.70
Electricity	1,662	1,092	570	14,559	13,100	1,459	111.14
Gas	10	83	-73	1,245	1,000	245	124.54
Sewer	27	125	-98	243	1,500	-1,257	16.18
Total Utilities-Project	2,061	1,433	627	17,883	17,200	683	103.97
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	1,444	594	849	4,135	7,130	-2,995	57.99
Maintenance Contract Costs	1,082	917	166	16,426	11,000	5,426	149.32
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
Total Maintenance Costs	2,526	1,511	1,015	20,560	18,130	2,430	113.40
Protective Services	144	267	-123	2,814	3,200	-386	87.93
Insurance-Liab/Property/Auto	0	433	-433	1,872	5,200	-3,328	36.00
Other General Expenses	2,266	5,167	-2,900	22,617	62,000	-39,383	36.48
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
Total Other Operating Expenses	2,410	5,867	-3,457	27,303	70,400	-43,097	38.78
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	1,411,023	1,459,677	-48,653	15,775,020	17,516,120	-1,741,100	90.06
Fraud Losses	0	0	0	0	0	0	0.00
Total Other Costs	1,411,023	1,459,677	-48,653	15,775,020	17,516,120	-1,741,100	90.06
TOTAL EXPENSES	1,553,697	1,645,289	-91,592	17,690,861	19,743,470	-2,052,609	89.60
RETAINED EARNINGS	-27,946	-9,167	-18,779	-819,709	-110,007	-709,702	745.14
Assets Purchased	0	0	0	0	0	0	0.00
NET CASH FLOW	-27,946	-9,167	-18,779	-819,709	-110,007	-709,702	745.14

Housing Authority of the County of Butte
PUBLIC HOUSING-ALL INCOME STATEMENT
September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
Dwelling Rent	127,726	125,685	2,041	1,537,246	1,508,220	29,026	101.92
Tenant Charges	5,118	3,333	1,785	59,503	40,000	19,503	148.76
Laundry Revenue	0	1,333	-1,333	14,488	16,000	-1,512	90.55
HUD Grant Revenue	115,002	104,793	10,209	1,276,590	1,257,518	19,072	101.52
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	363	383	-20	168,619	4,600	164,019	3,665.62
Investment Income-restricted	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	200	-200	2,643	2,400	243	110.12
TOTAL REVENUES	248,209	235,728	12,481	3,059,088	2,828,738	230,350	108.14
Administrative Employee Salaries	52,169	33,333	18,835	688,172	400,000	288,172	172.04
Audit Fee	0	267	-267	0	3,200	-3,200	0.00
Advertising & Marketing	0	750	-750	0	9,000	-9,000	0.00
Admin. Fringe Benefits & Taxes	27,223	17,767	9,457	291,977	213,200	78,777	136.95
Office Expenses	4,869	5,000	-131	61,591	60,000	1,591	102.65
Legal Expenses	0	1,250	-1,250	5,528	15,000	-9,472	36.86
Travel	0	235	-235	0	2,825	-2,825	0.00
Allocated Overhead	21,655	37,823	-16,168	440,920	453,871	-12,951	97.15
Other Admin. Expenses	400	4,870	-4,470	36,828	58,441	-21,613	63.02
Total Operating Admin. Costs	106,316	101,295	5,021	1,525,017	1,215,537	309,480	125.46
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	254	719	-465	1,719	8,625	-6,906	19.93
Total Tenant Services	254	719	-465	1,719	8,625	-6,906	19.93
Water	15,952	10,833	5,119	134,716	130,000	4,716	103.63
Electricity	5,261	2,417	2,845	30,734	29,000	1,734	105.98
Gas	691	500	191	7,446	6,000	1,446	124.10
Sewer	4,423	10,108	-5,686	79,931	121,300	-41,369	65.90
Total Utilities-Project	26,327	23,858	2,468	252,827	286,300	-33,473	88.31
Maintenance Salaries	24,247	25,833	-1,586	318,892	310,000	8,892	102.87
Maintenance Materials	5,659	10,417	-4,758	48,498	125,000	-76,502	38.80
Maintenance Contract Costs	29,839	27,429	2,410	311,049	329,145	-18,096	94.50
Maintenance Fringe Benefits	5,612	14,467	-8,855	107,826	173,600	-65,774	62.11
Total Maintenance Costs	65,357	78,145	-12,789	786,265	937,745	-151,480	83.85
Protective Services	1,779	2,333	-554	20,718	28,000	-7,282	73.99
Insurance-Liab/Property/Auto	0	16,021	-16,021	78,381	192,250	-113,869	40.77
Other General Expenses	0	250	-250	371	3,000	-2,629	12.36
PILOT	0	9,375	-9,375	45,875	112,500	-66,625	40.78
Bad Debts-Tenant	0	4,167	-4,167	0	50,000	-50,000	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
Total Other Operating Expenses	1,779	32,146	-30,367	145,346	385,750	-240,404	37.68
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
Total Other Costs	0	0	0	0	0	0	0.00
TOTAL EXPENSES	200,033	236,163	-36,131	2,711,173	2,833,957	-122,784	95.67
RETAINED EARNINGS	48,177	-435	48,612	347,915	-5,219	353,134	-6,666.31
Capital Fund Transfers In	0	1,667	-1,667	0	20,000	-20,000	0.00
Capitalized Assets & Work in Progress	0	0	0	30,384	0	30,384	0.00
NET CASH FLOW	48,177	1,232	46,945	317,531	14,781	302,750	2,148.24

Housing Authority of the County of Butte
FARM LABOR HOUSING - R&E RD FORMAT

September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
Dwelling Rent	116,961	42,960	74,002	1,328,072	515,514	812,558	257.62
Tenant Charges	0	200	-200	0	2,400	-2,400	0.00
Laundry Revenue	230	217	14	1,954	2,600	-646	75.16
Investment Income-unrestricted	6	17	-10	33	200	-167	16.56
Investment Income-restricted	15	100	-85	192	1,200	-1,008	15.97
Federal Grant Revenue	-39,590	35,000	-74,590	-428,096	420,000	-848,096	-101.93
Other Income	242	0	242	2,857	0	2,857	0.00
TOTAL REVENUES	77,865	78,493	-628	905,012	941,914	-36,902	96.08
Maintenance & Repairs Payroll	2,071	4,500	-2,429	57,029	54,000	3,029	105.61
Maintenance & Repairs Supply	261	1,250	-989	12,026	15,000	-2,974	80.17
Maintenance & Repairs Contracts	3,021	15,065	-12,043	45,395	180,775	-135,380	25.11
Painting	0	0	0	0	0	0	0.00
Grounds	8,331	0	8,331	90,786	0	90,786	0.00
Security Services	1,071	2,017	-946	14,891	24,200	-9,309	61.53
Capital Budget items	0	0	0	0	0	0	0.00
Other Operating Expenses	81	0	81	170	0	170	0.00
Sub-Total Maint. & Operations	14,836	22,831	-7,995	220,297	273,975	-53,678	80.41
Electricity	3,685	2,917	768	47,264	35,000	12,264	135.04
Water	211	2,667	-2,456	2,520	32,000	-29,481	7.87
Sewer	0	1,583	-1,583	31,976	19,000	12,976	168.30
Fuel (Gas/Propane)	128	583	-455	5,645	7,000	-1,355	80.65
Garbage & Trash Removal	2,581	0	2,581	24,878	0	24,878	0.00
Sub-Total Utilities	6,604	7,750	-1,146	112,283	93,000	19,283	120.73
Site Mgmt Payroll	5,740	8,250	-2,510	56,948	99,000	-42,052	57.52
Project Auditing Exp	0	338	-338	0	4,053	-4,053	0.00
Project Bookkeeping/Accounting	0	792	-792	974	9,500	-8,526	10.25
Legal Expenses	0	208	-208	340	2,500	-2,160	13.60
Advertising	0	375	-375	2,156	4,500	-2,344	47.91
Telephone	464	0	464	7,084	0	7,084	0.00
Office Supplies	376	167	209	9,487	2,000	7,487	474.34
Office Furniture & Equipment	0	0	0	0	0	0	0.00
Training Expense	286	71	215	7,146	850	6,296	840.69
Health Ins & Other Emp Benefits	160	3,405	-3,245	7,924	40,863	-32,939	19.39
Payroll Taxes	596	2,767	-2,171	12,014	33,209	-21,195	36.18
Workman's Comp	298	606	-309	5,538	7,277	-1,739	76.10
Other Admin. Expenses	2,236	1,783	452	-52,995	21,401	-74,396	-247.63
Sub-Total Administrative	10,155	18,763	-8,607	56,616	225,153	-168,537	25.15
PILOT (Special Assessments)	0	2,118	-2,118	7,169	25,410	-18,241	28.21
Insurance-Property & Liability	0	3,464	-3,464	15,425	41,569	-26,144	37.11
Insurance-Other	0	7,575	-7,575	39,583	90,900	-51,317	43.55
Sub-Total Taxes & Insurance	0	13,157	-13,157	62,178	157,879	-95,701	39.38
TOTAL EXPENSES	31,596	62,501	-30,905	451,373	750,007	-298,634	60.18
RETAINED EARNINGS	46,269	15,992	30,277	453,640	191,907	261,733	236.39
- Reserve Capital Expenditures	0	0	0	11,800	0	11,800	0.00
- Debt Payments	19,759	12,559	7,200	157,908	150,703	7,205	104.78
- Miscellaneous Expenses	835	417	418	58,210	5,000	53,210	1,164.19
- Asset Mgt Fee	5,728	0	5,728	67,365	0	67,365	0.00
-/+ Change in Reserves Bal.(-interest)	4,320	-2,975	7,295	-84,442	-35,700	-48,742	236.53
NET CASH FLOW	24,267	42	24,225	73,915	504	73,411	14,665.74

Housing Authority of the County of Butte
CAPITAL FUNDS INCOME STATEMENT
September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	0	76,114	-76,114	48,541	913,365	-864,825	5.31
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	0	0	0	0	0	0	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
TOTAL REVENUES	0	76,114	-76,114	48,541	913,365	-864,825	5.31
Administrative Employee Salaries	3,020	3,380	-360	36,128	40,560	-4,432	89.07
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	675	1,802	-1,126	7,725	21,618	-13,893	35.73
Office Expenses	394	542	-148	1,248	6,500	-5,252	19.20
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	94	-94	0	1,125	-1,125	0.00
Allocated Overhead	1,174	1,698	-523	23,912	20,375	3,537	117.36
Other Admin. Expenses	0	0	0	0	0	0	0.00
Total Operating Admin. Costs	5,264	7,515	-2,251	69,014	90,178	-21,164	76.53
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	0	0	0	0	0	0	0.00
Total Tenant Services	0	0	0	0	0	0	0.00
Water	0	0	0	0	0	0	0.00
Electricity	0	0	0	0	0	0	0.00
Gas	0	0	0	0	0	0	0.00
Sewer	0	0	0	0	0	0	0.00
Total Utilities-Project	0	0	0	0	0	0	0.00
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	0	0	0	0	0	0	0.00
Maintenance Contract Costs	0	0	0	14,719	0	14,719	0.00
Maintenance Fringe Benefits	0	0	0	127	0	127	0.00
Total Maintenance Costs	0	0	0	14,846	0	14,846	0.00
Protective Services	0	0	0	0	0	0	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	0	0	0	0	0	0	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
Total Other Operating Expenses	0	0	0	0	0	0	0.00
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
Total Other Costs	0	0	0	0	0	0	0.00
TOTAL EXPENSES	5,264	7,515	-2,251	83,860	90,178	-6,318	92.99
RETAINED EARNINGS	-5,264	68,599	-73,863	-35,319	823,187	-858,506	-4.29
Transfers to PH	0	-1,667	1,667	0	-20,000	20,000	0.00
Capital Assets	39,958	66,932	-26,974	399,881	803,187	-403,306	49.79
NET CASH FLOW	-45,222	0	-45,222	-435,201	0	-435,201	0.00

Housing Authority of the County of Butte
SHELTER PLUS CARE - ALL GRANTS
September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	0	4,305	-4,305	12,933	51,658	-38,725	25.04
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	0	0	0	0	0	0	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Mortgage Interest Income	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
TOTAL REVENUES	0	4,305	-4,305	12,933	51,658	-38,725	25.04
Administrative Employee Salaries	0	100	-100	2,031	1,200	831	169.29
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	0	53	-53	1,194	640	554	186.56
Office Expenses	0	27	-27	3	318	-315	0.80
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	0	0	0	0	0	0	0.00
Other Admin. Expenses	0	0	0	0	0	0	0.00
Total Operating Admin. Costs	0	180	-180	3,228	2,158	1,070	149.58
Tenant Service-Salaries	0	0	0	0	0	0	0.00
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	0	0	0	0	0	0	0.00
Resident Services	0	0	0	0	0	0	0.00
Total Tenant Services	0	0	0	0	0	0	0.00
Water	0	0	0	0	0	0	0.00
Electricity	0	0	0	0	0	0	0.00
Gas	0	0	0	0	0	0	0.00
Sewer	0	0	0	0	0	0	0.00
Total Utilities-Project	0	0	0	0	0	0	0.00
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	0	0	0	0	0	0	0.00
Maintenance Contract Costs	0	0	0	0	0	0	0.00
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
Total Maintenance Costs	0	0	0	0	0	0	0.00
Protective Services	0	0	0	0	0	0	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	0	0	0	0	0	0	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
Total Other Operating Expenses	0	0	0	0	0	0	0.00
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	1,869	4,125	-2,256	26,749	49,500	-22,751	54.04
Fraud Losses	0	0	0	0	0	0	0.00
Total Other Costs	1,869	4,125	-2,256	26,749	49,500	-22,751	54.04
TOTAL EXPENSES	1,869	4,305	-2,436	29,977	51,658	-21,681	58.03
RETAINED EARNINGS	-1,869	0	-1,869	-17,044	0	-17,044	0.00
Capital Fund Transfers	0	0	0	0	0	0	0.00
NET CASH FLOW	-1,869	0	-1,869	-17,044	0	-17,044	0.00

Housing Authority of the County of Butte
ROSS GRANT (FSS) INCOME STATEMENT
September 30, 2022

YTD %
100.00

	Month to Date			Year to Date			
	Actual	Budget	Remaining	Actual	Budget	Remaining	% used
Dwelling Rent	0	0	0	0	0	0	0.00
Tenant Charges	0	0	0	0	0	0	0.00
Laundry Revenue	0	0	0	0	0	0	0.00
HUD Grant Revenue	0	5,944	-5,944	25,289	71,322	-46,033	35.46
Other Grant Revenue	0	0	0	0	0	0	0.00
Investment Income-unrestricted	0	0	0	0	0	0	0.00
Investment Income-restricted	0	0	0	0	0	0	0.00
Mortgage Interest Income	0	0	0	0	0	0	0.00
Fraud Recovery	0	0	0	0	0	0	0.00
Other Income	0	0	0	0	0	0	0.00
TOTAL REVENUES	0	5,944	-5,944	25,289	71,322	-46,033	35.46
Administrative Employee Salaries	0	0	0	0	0	0	0.00
Audit Fee	0	0	0	0	0	0	0.00
Advertising & Marketing	0	0	0	0	0	0	0.00
Admin. Fringe Benefits & Taxes	0	0	0	0	0	0	0.00
Office Expenses	0	0	0	0	0	0	0.00
Legal Expenses	0	0	0	0	0	0	0.00
Travel	0	0	0	0	0	0	0.00
Allocated Overhead	0	0	0	0	0	0	0.00
Other Admin. Expenses	0	0	0	0	0	0	0.00
Total Operating Admin. Costs	0	0	0	0	0	0	0.00
Tenant Service-Salaries	6,138	4,375	1,763	75,507	52,500	23,007	143.82
Relocation Costs	0	0	0	0	0	0	0.00
Employee Benefits-Tenant Services	1,380	1,569	-189	24,426	18,822	5,604	129.77
Resident Services	0	0	0	0	0	0	0.00
Total Tenant Services	7,518	5,944	1,575	99,933	71,322	28,611	140.12
Water	0	0	0	0	0	0	0.00
Electricity	0	0	0	0	0	0	0.00
Gas	0	0	0	0	0	0	0.00
Sewer	0	0	0	0	0	0	0.00
Total Utilities-Project	0	0	0	0	0	0	0.00
Maintenance Salaries	0	0	0	0	0	0	0.00
Maintenance Materials	0	0	0	0	0	0	0.00
Maintenance Contract Costs	0	0	0	0	0	0	0.00
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00
Total Maintenance Costs	0	0	0	0	0	0	0.00
Protective Services	0	0	0	0	0	0	0.00
Insurance-Liab/Property/Auto	0	0	0	0	0	0	0.00
Other General Expenses	0	0	0	0	0	0	0.00
PILOT	0	0	0	0	0	0	0.00
Bad Debts-Tenant	0	0	0	0	0	0	0.00
Bad Debts-Other	0	0	0	0	0	0	0.00
Interest Expense	0	0	0	0	0	0	0.00
Total Other Operating Expenses	0	0	0	0	0	0	0.00
Maintenance -Extraordinary	0	0	0	0	0	0	0.00
Casualty Losses	0	0	0	0	0	0	0.00
Housing Assistance Payments	0	0	0	0	0	0	0.00
Fraud Losses	0	0	0	0	0	0	0.00
Total Other Costs	0	0	0	0	0	0	0.00
TOTAL EXPENSES	7,518	5,944	1,575	99,933	71,322	28,611	140.12
RETAINED EARNINGS	-7,518	0	-7,518	-74,644	0	-74,644	0.00
Assets Purchased	0	0	0	0	0	0	0.00
NET CASH FLOW	-7,518	0	-7,518	-74,644	0	-74,644	0.00

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

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	1,008,621	1,008,621	1,063,120	1,112,199	1,212,917	1,408,510	1,395,941	1,456,659	1,477,117				1,008,621
BEG. INVESTED IN CAPITAL ASSETS	87,296	87,296	0	0	0	0	0	0	0				87,296
HUD ADMIN FEE REVENUE	146,298	146,298	146,298	143,419	246,670	148,834	148,834	148,834	148,834				1,424,319
FRAUD RECOVERY	4,067	2,634	4,090	4,974	2,384	2,156	1,923	5,112	2,289				29,629
INTEREST INCOME / GAIN or LOSS INV	43,540	-19,782	2,750	69,852	64,982	-11,859	55,970	-32,840	-4,317				168,296
DEPRECIATION (reduces Capital Assets)	-2,826	-2,826	0	0	0	0	0	0	0				-5,652
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	1				1
ADMINISTRATIVE EXPENDITURES	-79,264	-66,562	-104,059	-117,527	-118,443	-151,700	-146,009	-100,648	-154,111				-1,038,323
ENDING ADMIN RESERVE BALANCE	1,207,732	1,155,679	1,112,199	1,212,917	1,408,510	1,395,941	1,456,659	1,477,117	1,469,813	0	0	0	1,674,187
YTD Change in Admin.	111,815	59,762	16,282	117,000	312,593	300,024	360,742	381,200	373,896	-1,095,917	-1,095,917	-1,095,917	578,270
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	270,216	270,216	246,270	242,989	179,976	128,655	-194,516	-216,300	-252,650				270,216
HUD HAP REVENUE	1,186,501	1,208,465	1,261,208	1,229,713	1,226,128	976,528	1,246,527	1,302,347	1,348,768				10,986,185
FRAUD RECOVERY	4,067	2,634	4,090	4,974	2,384	2,156	1,923	5,112	2,289				29,629
FSS FORFEITURES	0	512	0	0	0	0	0	0	0				512
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0				0
HOUSING ASSISTANCE PAYMENTS	-1,202,684	-1,144,717	-1,268,579	-1,297,700	-1,279,833	-1,301,855	-1,270,234	-1,343,809	-1,336,261				-11,445,672
ENDING HAP RESERVE BALANCE	258,100	337,110	242,989	179,976	128,655	-194,516	-216,300	-252,650	-237,854	0	0	0	-159,130
YTD Change in HAP	-12,116	66,894	-27,227	-90,240	-141,561	-464,732	-486,516	-522,866	-508,070	-270,216	-270,216	-270,216	-429,346
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988				14,084,892
HAP EXPENDITURES (Current Month)	1,281,948	1,211,279	1,372,638	1,415,227	1,398,276	1,453,555	1,416,243	1,444,457	1,490,372				12,483,995
CY 2020 HAP BUDGET UTILIZATION	82%	77%	88%	90%	89%	93%	90%	92%	95%				89%
BUDGET AVAILABLE (YTD)	1,564,988	3,129,976	4,694,964	6,259,952	7,824,940	9,389,928	10,954,916	12,519,904	14,084,892				14,084,892
TOTAL HAP EXPENDITURES (YTD)	1,281,948	2,493,227	3,865,865	5,281,092	6,679,368	8,132,923	9,549,166	10,993,623	12,483,995				12,483,995
BUDGET REMAINING (YTD)	283,040	636,749	829,099	978,860	1,145,572	1,257,005	1,405,750	1,526,281	1,600,897	-	-	-	1,600,897
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,957	1,984	1,993	2,011	2,024	2,048	2,044	2,052	2,068				18,181
UNIT MONTH'S AVAILABLE	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236				20,124
OVER or (UNDER) LEASED	-279	-252	-243	-225	-212	-188	-192	-184	-168				-1,943
CY 2022 VOUCHER UTILIZATION	88%	89%	89%	90%	91%	92%	91%	92%	92%				90%
CY 2021 VOUCHER UTILIZATION	84%	84%	85%	86%	87%	88%	87%	86%	87%				87%
CY 2022 AVERAGE HAP	655	611	689	704	691	710	693	704	721				687
CY 2021 AVERAGE HAP	637	631	634	632	632	618	595	601	599				627

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

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	1,008,621	1,008,621	1,063,120	1,112,199	1,212,917	1,408,510	1,395,941	1,456,659	1,477,117				1,008,621
BEG. INVESTED IN CAPITAL ASSETS	87,296	87,296	0	0	0	0	0	0	0				87,296
HUD ADMIN FEE REVENUE	146,298	146,298	146,298	143,419	246,670	148,834	148,834	148,834	148,834				1,424,319
FRAUD RECOVERY	4,067	2,634	4,090	4,974	2,384	2,156	1,923	5,112	2,289				29,629
INTEREST INCOME / GAIN or LOSS INV	43,540	-19,782	2,750	69,852	64,982	-11,859	55,970	-32,840	-4,317				168,296
DEPRECIATION (reduces Capital Assets)	-2,826	-2,826	0	0	0	0	0	0	0				-5,652
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	1				1
ADMINISTRATIVE EXPENDITURES	-79,264	-66,562	-104,059	-117,527	-118,443	-151,700	-146,009	-100,648	-154,111				-1,038,323
ENDING ADMIN RESERVE BALANCE	1,207,732	1,155,679	1,112,199	1,212,917	1,408,510	1,395,941	1,456,659	1,477,117	1,469,813	0	0	0	1,674,187
YTD Change in Admin.	111,815	59,762	16,282	117,000	312,593	300,024	360,742	381,200	373,896	-1,095,917	-1,095,917	-1,095,917	578,270
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	270,216	270,216	246,270	242,989	179,976	128,655	-194,516	-216,300	-252,650				270,216
HUD HAP REVENUE	1,186,501	1,208,465	1,261,208	1,229,713	1,226,128	976,528	1,246,527	1,302,347	1,348,768				10,986,185
FRAUD RECOVERY	4,067	2,634	4,090	4,974	2,384	2,156	1,923	5,112	2,289				29,629
FSS FORFEITURES	0	512	0	0	0	0	0	0	0				512
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0				0
HOUSING ASSISTANCE PAYMENTS	-1,202,684	-1,144,717	-1,268,579	-1,297,700	-1,279,833	-1,301,855	-1,270,234	-1,343,809	-1,336,261				-11,445,672
ENDING HAP RESERVE BALANCE	258,100	337,110	242,989	179,976	128,655	-194,516	-216,300	-252,650	-237,854	0	0	0	-159,130
YTD Change in HAP	-12,116	66,894	-27,227	-90,240	-141,561	-464,732	-486,516	-522,866	-508,070	-270,216	-270,216	-270,216	-429,346
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988	1,564,988				14,084,892
HAP EXPENDITURES (Current Month)	1,281,948	1,211,279	1,372,638	1,415,227	1,398,276	1,453,555	1,416,243	1,444,457	1,490,372				12,483,995
CY 2020 HAP BUDGET UTILIZATION	82%	77%	88%	90%	89%	93%	90%	92%	95%				89%
BUDGET AVAILABLE (YTD)	1,564,988	3,129,976	4,694,964	6,259,952	7,824,940	9,389,928	10,954,916	12,519,904	14,084,892				14,084,892
TOTAL HAP EXPENDITURES (YTD)	1,281,948	2,493,227	3,865,865	5,281,092	6,679,368	8,132,923	9,549,166	10,993,623	12,483,995				12,483,995
BUDGET REMAINING (YTD)	283,040	636,749	829,099	978,860	1,145,572	1,257,005	1,405,750	1,526,281	1,600,897	-	-	-	1,600,897
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	1,957	1,984	1,993	2,011	2,024	2,048	2,044	2,052	2,068				18,181
UNIT MONTH'S AVAILABLE	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236	2,236				20,124
OVER or (UNDER) LEASED	-279	-252	-243	-225	-212	-188	-192	-184	-168				-1,943
CY 2022 VOUCHER UTILIZATION	88%	89%	89%	90%	91%	92%	91%	92%	92%				90%
CY 2021 VOUCHER UTILIZATION	84%	84%	85%	86%	87%	88%	87%	86%	87%				87%
CY 2022 AVERAGE HAP	655	611	689	704	691	710	693	704	721				687
CY 2021 AVERAGE HAP	637	631	634	632	632	618	595	601	599				627

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

UNITS LEASED SUMMARY	NOV'22	OCT'22	SEP'22	AUG'22	JUL'22	JUN'22	MAY'22	APR'22	MAR'22	FEB'22	JAN'22	DEC'21
BUTTE												
ACC UNIT MONTHS	1973	1973	1955	1955	1955	1955	1955	1955	1955	1955	1955	1955
CURRENT LEASED	1889	1885	1892	1877	1870	1866	1849	1832	1812	1803	1777	1773
VOUCHER UTILIZATION %	95.74%	95.54%	96.78%	96.01%	95.65%	95.45%	94.58%	93.71%	92.69%	92.23%	90.90%	90.69%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	61	61	61	62	62	63	64	65	65	65	65	65
VOUCHER UTILIZATION %	70.11%	70.11%	70.11%	71.26%	71.26%	72.41%	73.56%	74.71%	74.71%	74.71%	74.71%	74.71%
VASH												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	194	194	194
CURRENT LEASED	117	116	115	113	112	110	112	110	111	113	111	112
VOUCHER UTILIZATION %	60.31%	59.79%	59.28%	58.25%	57.73%	56.70%	57.73%	56.70%	57.22%	58.25%	57.22%	57.73%
TOTAL												
ACC UNIT MONTHS	2254	2254	2236	2236	2236	2236	2236	2236	2236	2236	2236	2236
CURRENT LEASED	2067	2062	2068	2052	2044	2039	2025	2007	1988	1981	1953	1950
VOUCHER UTILIZATION %	91.70%	91.48%	92.49%	91.77%	91.41%	91.19%	90.56%	89.76%	88.91%	88.60%	87.34%	87.21%

HAP SUMMARY*	NOV'22	OCT'22	SEP'22	AUG'22	JUL'22	JUN'22	MAY'22	APR'22	MAR'22	FEB'22	JAN'22	DEC'21
ACC BUDGET	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,588,703	\$ 1,628,598
ACTUAL HAP	\$ 1,273,115	\$ 1,347,437	\$ 1,321,908	\$ 1,336,757	\$ 1,311,614	\$ 1,312,171	\$ 1,300,837	\$ 1,294,633	\$ 1,270,908	\$ 1,226,181	\$ 1,211,358	\$ 1,201,240
PER UNIT COST	\$ 616	\$ 653	\$ 639	\$ 651	\$ 642	\$ 644	\$ 642	\$ 645	\$ 639	\$ 619	\$ 620	\$ 616
BUDGET UTILIZATION %	80.14%	84.81%	83.21%	84.14%	82.56%	82.59%	81.88%	81.49%	80.00%	77.18%	76.25%	73.76%

ACTIVITY SUMMARY	NOV'22	OCT'22	SEP'22	AUG'22	JUL'22	JUN'22	MAY'22	APR'22	MAR'22	FEB'22	JAN'22	DEC'21
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	33	32	32	33	29	28	29	30	32	30	30	30
ZERO HAP	20	29	24	22	26	27	27	19	23	19	15	15
UTILITY ASSISTANCE PAYMENTS	107	107	105	98	101	106	102	96	95	84	70	80
NEW ADMISSIONS	**	17	20	48	38	40	29	49	27	30	30	30
INITIAL VOUCHERS SEARCHING	295	244	267	301	263	273	263	252	242	232	223	222
ACTUAL/ESTIMATED EOP	12	3	12	14	18	25	15	16	12	18	14	9
REMAIN ON WAITING LIST	617	702	761	943	1047	1585	1753	1892	2182	2296	2429	2668

*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
2022**

HOUSING AUTHORITY OWNED PROPERTIES													
Gridley FLH			Open Market Units										
Location	FLH	Demo	Other	Gridley Springs II	Cameo	Locust	Alamont	Evanswood	Kathy Ct	Lincoln	Park Place	Total	Occupancy
# of Units	116*	7	2	24	20	10	30	31	0 (12)	18	40	175	%
Nov-22	14**	0	0	1	1	1	1	1	12***	0	0	4	97.7%
Oct-22	13**	0	0	0	0	0	1	0	12***	0	0	1	99.4%
Sep-22	13**	0	0	1	0	0	1	0	12***	0	0	1	99.4%
Aug-22	11**	0	0	0	1	0	1	0	12***	0	0	2	98.9%
Jul-22	11**	0	0	0	1	0	0	0	12***	0	0	1	99.4%
Jun-22	14**	0	0	0	0	0	0	0	12***	0	1	1	99.4%
May-22	14**	0	0	0	0	0	0	0	12***	0	0	0	100.0%
Apr-22	12**	1	0	0	0	0	0	0	12***	0	0	0	100.0%
Mar-22	12**	2	0	0	0	0	0	0	12***	0	1	1	99.4%
Feb-22	12**	2	0	0	1	0	0	0	12***	2	2	5	97.1%
Jan-22	13**	1	0	0	1	0	1	2	12***	2	0	6	96.6%
Dec-21	11**	1	0	0	1	0	0	2	12***	1	1	5	97.1%
Nov-21	11**	1	0	0	2	0	0	4	12***	0	1	7	96.0%

* Unit count adjusted by units offline - (16) uninhabitable and (9) less units due to rehab reconfiguration.

** Vacancy rate does not include units offline for construction; (10) units.

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

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Nov-22	2	0	0	1	2	1	0	6	98.3%
Oct-22	3	1	1	0	2	1	1	9	97.4%
Sep-22	3	1	1	3	3	0	1	12	96.5%
Aug-22	2	1	1	3	5	0	1	13	96.2%
Jul-22	2	0	1	1	3	1	1	9	97.4%
Jun-22	2	1	3	1	3	0	3	13	96.2%
May-22	1	1	6	0	3	1	2	14	95.9%
Apr-22	1	1	5	0	2	1	2	12	96.5%
Mar-22	2	1	4	0	2	3	1	13	96.2%
Feb-22	1	0	5	0	2	3	0	11	96.8%
Jan-22	1	0	5	1	1	2	0	10	97.1%
Dec-21	0	0	5	0	0	1	0	6	98.3%
Nov-21	1	0	5	1	0	1	0	8	97.7%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Nov-22	5
Oct-22	8
Sep-22	8
Aug-22	6
Jul-22	4
Jun-22	3
May-22	2
Apr-22	1
Mar-22	2
Feb-22	1
Jan-22	3
Dec-21	3
Nov-21	0

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Nov-22	1	0	2	0
Sep-21	2	1	1	0
Sep-22	2	1	0	1
Aug-22	2	2	0	2
Jul-22	0	2	1	0
Jun-22	3	1	1	2
May-22	3	1	1	2
Apr-22	4	0	1	1
Mar-22	5	0	1	1
Feb-22	1	0	0	2
Jan-22	2	0	0	0
Dec-21	3	0	0	0
Nov-21	3	0	2	0

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	17 Transfer list	6+	250	6+	186	6+
2	131	2+			62	2+
3	72	1+	54	1+	56	2+
4	25	5+			10	4+
5					2	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	38		25	2
2	2	7			2	
3	3	2	2	6	1	
4	0	4+			0	
5					0	

MEMO

Date: November 10, 2022

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

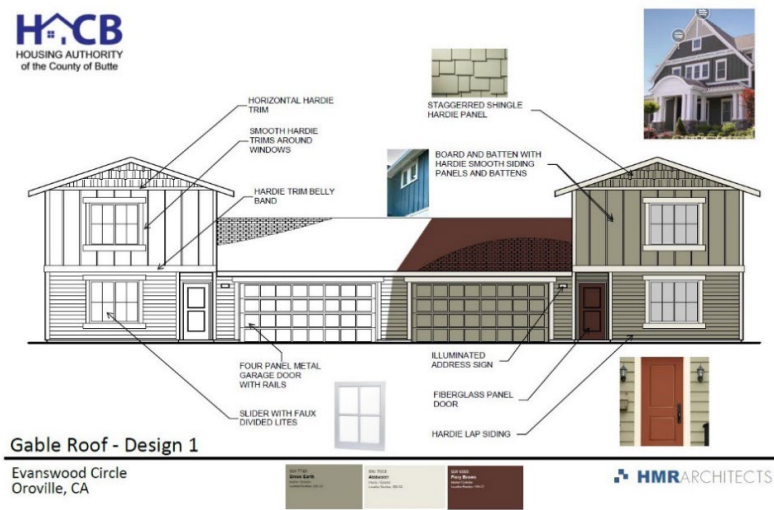
Subject: Status of HACB Construction Projects

As of November 10, 2022, the status of HACB construction activity follows:

- 2020A Bond Renovations - Renovation work to be accomplished at the six (6) properties financially leveraged by the 2020A Bond issuance.
 - A majority of the work identified in the Property Condition Assessments is being completed by property manager RSC Associates through the course of operations, supported by the architect who provides specifications for materials and products.
 - HMR Architects, Inc. (HMR) has been retained to provide architecture for the renovation work, beginning with three (3) major rehab efforts: remediation of the exterior stucco siding at Evanswood Apartments, Oroville, reconstruction of the stair access and balcony assemblies at the Lincoln Apartments, Chico, and Community Room and site accessibility improvements at Park Place Apartments, Oroville.

Evanswood Estates Exterior Modernization, Oroville:

- Construction commenced on October 24, 2022 with mobilization of equipment and materials to the project site.
- Siding demolition began on the first four (4) units on October 31, 2022.
- Construction activities are scheduled to be completed in April 2023 barring any unforeseen conditions or weather-related delays.



Evanswood Estates Apts., Oroville –Planning Submittal Color Rendering

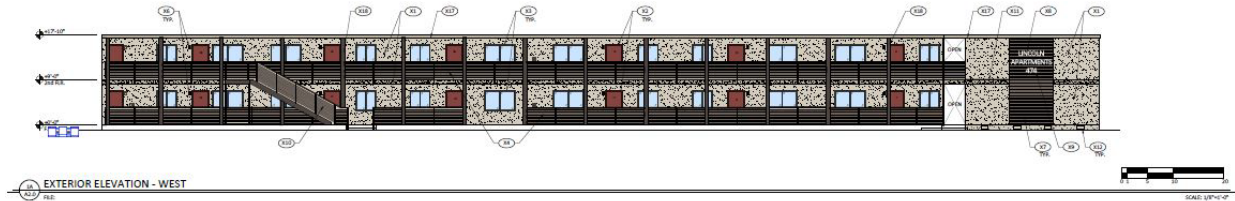
November 10, 2022

HACB Construction Status Memo

pg. 1

Lincoln Apartments, Chico:

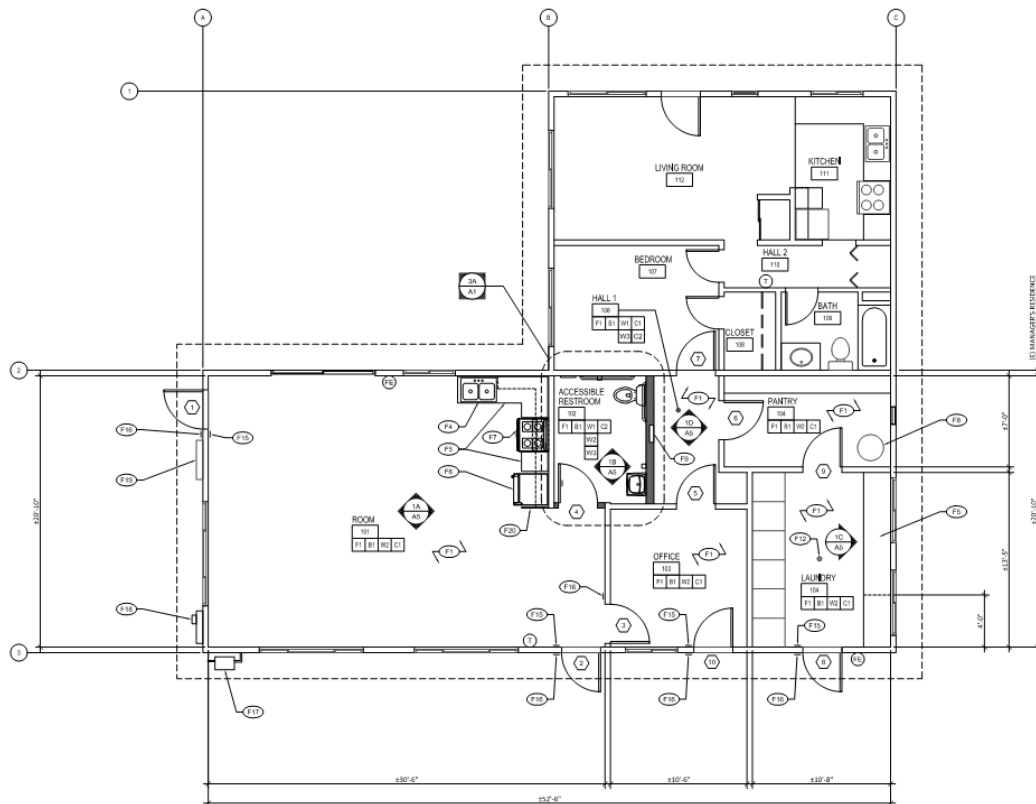
- The Construction Documents (plans and specifications) are 100% complete.
- The building permit was approved by the City of Chico Building Division on November 8, 2022.
- The Invitation to Bid for construction is to ready to be assembled.



Lincoln Apts., Chico –Planning Submittal Color Rendering

Park Place Apartments, Oroville:

- The Construction Documents (plans and specifications) are 100% complete.
- The project has been submitted to the City of Oroville Building Division for review.
- The plan check review is expected to be completed by November 30, 2022.



Park Place Apts., Oroville – Community Room Floor Plan

*November 10, 2022
HACB Construction Status Memo
pg. 2*

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

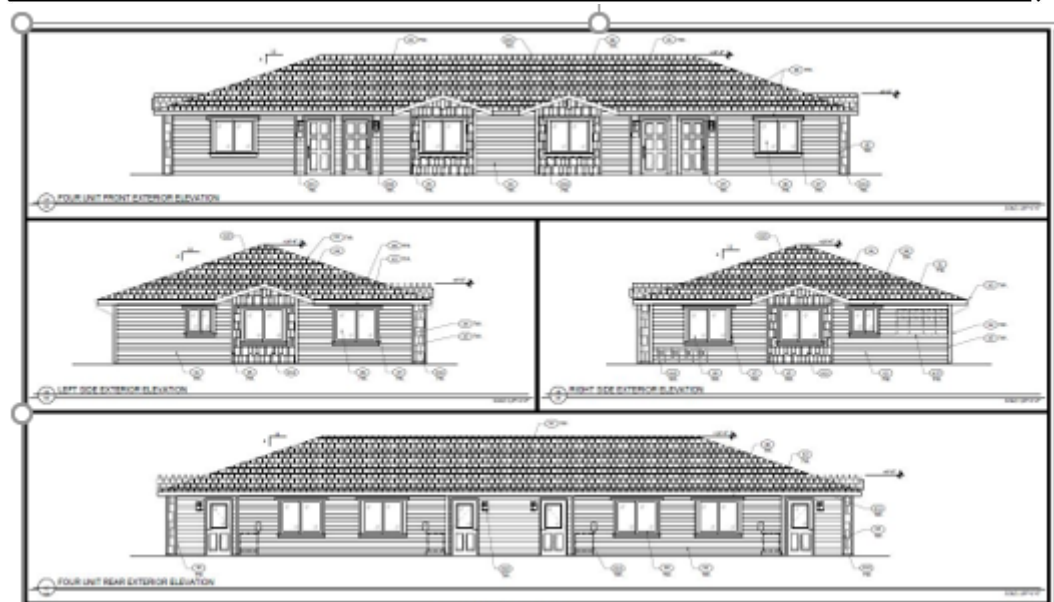
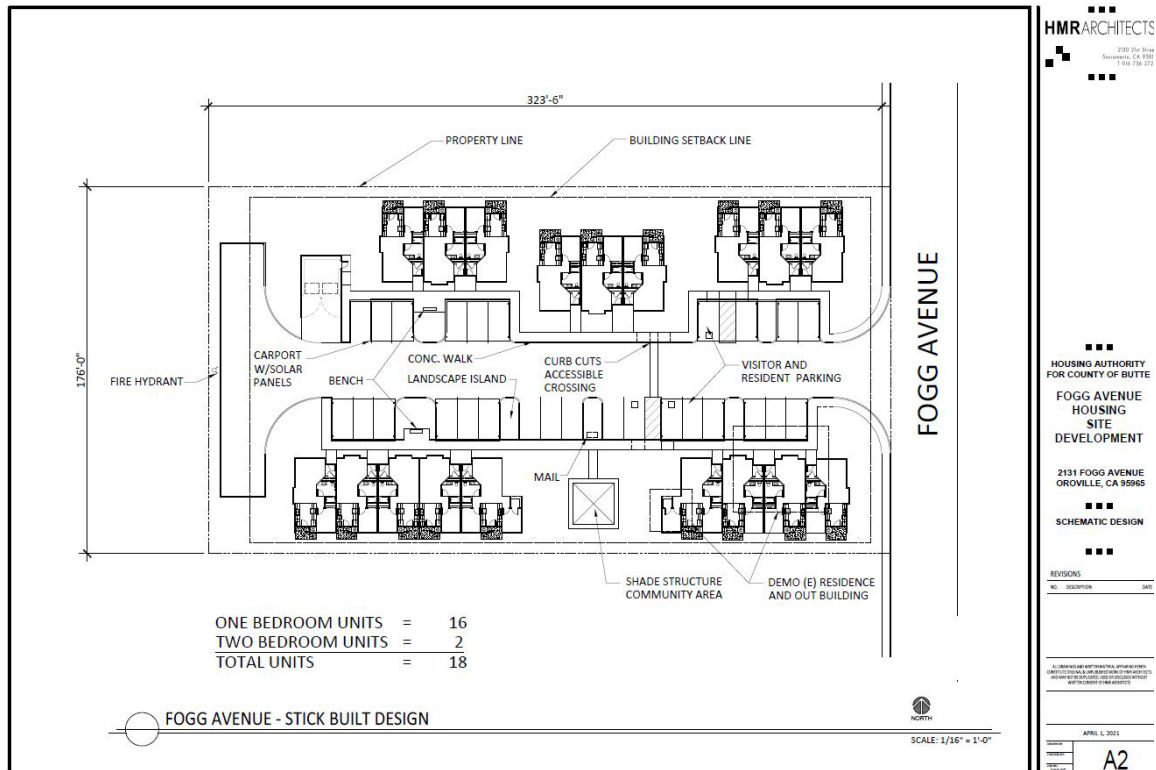
- Financing is being sought for reconstruction. Thus far, 2020A Bond proceeds and PG&E Claim funds have been identified. CDBG-DR funds have been applied for, and State MHP funds are being considered.
- A CDBG-DR application has been submitted to the Town of Paradise for \$2,724,004.
- The building permit has been approved by Town of Paradise Building Department.



*November 10, 2022
HACB Construction Status Memo
pg. 3*

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

- HMR Architects has completed schematic design plans using traditional multifamily construction methods (single story, stick frame, slab-on-grade, yielding 18 units (16 one-bedroom and 2 two-bedroom)).
- This initiative seeks financing, including CDBG-DR and MHP monies.



November 10, 2022
HACB Construction Status Memo
pg. 4

24 Month HACB Construction Project Schedule - November 10, 2022

		Cost Est	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Sep-24	Oct-24
Evanswood Estates																					
	Exterior Modernization Project	\$3,183,774																			
Lincoln Apartments																					
	Exterior Stairway and Balcony Imp Project	\$2,003,575																			
Alamont Apartments		Subject to 2020A Bond																			
Park Place Apartments		Subject to 2020A Bond																			
	Community Room and Site ADA Imp	\$1,249,800																			
Cordillera Apartments		Subject to 2020A Bond																			
Locust Apartments		Subject to 2020A Bond																			
Kathy Court Apartments		\$7,603,950																			
	OP. A (2020A Bond, PG&E Settl., CDBG-DR, MHP, Const. Loan)																				
	OP. B (2020A Bond, PG&E Settl., HACB Equity)																				
2131 Fogg Avenue																					
	Dev. CDBG-DR, MHP, HOME Funding and Environmental Review	\$84,000																			
	Dev. Architecture: Design Development	TBD																			
Total next 24 months:		\$14,125,099																			

Design/Bid Phase

Construction Phase

Completed

MEMO

Date: November 10, 2022

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

Effort has been on expenditure of 501-19 funds, now complete with the last 42-unit HVAC installation task. This project is now ready for close-out. Because 501-20 funds were subject to COVID-authorized delay, 501-21 activity is now prominent because of its more imminent expenditure schedule. Also, replacement of exhausted interior cabinet systems will become featured in the next couple of years.

As of November 11, 2022, the status of HACB Cap Fund construction activity follows:

- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles; one (1)) unit has been completed during the 2022/2023 fiscal year to date; 142 of 232 Public Housing units have been completed overall.
- Public Housing – Tree Trim and Removal Project (All Sites) This project involves the trimming of 294 trees, and the removal of 12 trees, across all public housing sites. The project began on October 17th in Gridley and is on schedule to be completed by the end of November, by Richards Tree Service.
- Public Housing – Unit and Community Building Accessibility Improvements Project (43-10) Winston Gardens, Oroville. This project will convert three existing dwelling units to accessible units, provide accessibility upgrades to the Community Building, and provide an accessible route to those areas of work. This project went out to bid on November 1, 2022. The bids are due on December 6, 2022.
- Public Housing – HVAC System Replacements (43-03), Chico. Replace thirty-five (35) roof mounted gas/electric package HVAC units which have reached the end of their useful life. This project out to bid November 09, 2022. The bids are due on December 14, 2022.

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

November 10, 2022
HUD Public Housing Capital Fund Report
pg. 1

Capital Fund 501-20, Funding Amount \$875,339

This Capital Fund is 21% obligated and 21% expended. Projects Included:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Energy Conservation Work** – Building improvements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **HVAC Replacements** –Replace select failing package HVAC units, in planning.
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.
- **Roof Replacements** – Select Units. Replace aging and failing roofing systems fascia, soffit, gutters and downspouts, in planning.
- **Window and Door Improvements** – Concrete Block Units (Select: Gridley, Biggs, and Chico), replace failing existing windows and door systems, in planning.
- **Exterior Paint** – Select, Concrete Block Units, in planning
- **Exterior Paint and Stucco Repair** – Winston Gardens (43-10), in planning.
- **Site Security Improvements** – Select common areas and buildings, sites impacted by increases in crime vandalism or tenant safety concerns, in planning.
- **Site Fencing** – Select Units, replacement and installation of perimeter and unit demising fencing systems, in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **Landscape Upgrades** – Individual Water Meter replacement for Gridley Units (43-1A, 1B 04), in planning.

Capital Fund 501-21, Funding Amount \$913,365

This Capital Fund is 48% obligated and 29% expended. Projects Planned:

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

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

Capital Fund 501-22, Funding Amount \$1,113,256.00

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

- **Energy Conservation Work** – Electrical fixture replacements, countywide, in planning.
- **Energy Conservation Work** – Building improvements, countywide, in planning.
- **Unit Appliance Replacements/Upgrades** – Countywide, in planning.
- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.
- **Roof Replacements** – Select Units. Replace aging and failing roofing systems fascia, soffit, gutters and downspouts, in planning.
- **Exterior Paint and Stucco Repair** – Winston Gardens (43-10), in planning.
- **Resurfacing of Roadways** – Rhodes Terrace, Shelton Oaks (43-13), Winston Gardens (43-10), Gardella (43-14), Hammon Park, Oro Dam Blvd (43-15), in planning.
- **Site Upgrade, Landscaping and Accessibility Work** – Landscape upgrades, tree trimming, and miscellaneous improvements addressed in DAC report, in planning.
- **Landscape Upgrades** – Landscape replacement, Gardella Apts, 43-14, in planning

Capital Fund 501-19, Safety and Security Grant Funding Amount \$56,058.00

This Capital Fund is 91% obligated and 29% expended

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

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 11-10-2022																
Capital Funds 501-20, 501-21, 501-22																
			501-20				501-21				501-22				Totals	
			Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Original	Revised	Obligated	Expended	Orig/Revised	Expended
Line No.	Summary by Development Account															Balance
	Total Non-CGP Funds															
1	100	Reserved Budget													-	-
2	1406	Operations (25% Max)	90,000.00		90,000.00	90,000.00	27,875.00				58,149.00				176,024.00	86,024.00
3	1408	Management Improvements	2,000.00				5,000.00				5,000.00				12,000.00	12,000.00
4	1410	Administration (10% Max)	87,533.00		87,533.00	87,533.00	91,336.00		91,336.00	91,336.00	111,325.00		111,325.00		290,194.00	178,869.00
5	1480	Audit	2,000.00				2,000.00				2,000.00				6,000.00	6,000.00
7	1480	Fees and Costs	90,000.00				75,000.00		82,913.43	59,247.34	75,000.00				240,000.00	180,752.66
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment	600,306.00		9,150.77	9,150.77	712,154.00		266,996.65	110,996.65	861,782.00		-	-	2,174,242.00	2,054,094.58
17	1480	Relocation Costs	3,500.00												3,500.00	3,500.00
16	1492	Move to Work Demonstration													-	-
18	1501	Moving To Work Demonstration													-	-
19	1503	Collator Exp/Debt Svc													-	-
20	1504	RAD-CFP													-	-
21	9000	RAD Investment Activity													-	-
22	9001	Debt Reserves													-	-
23	9002	Bond Debt Obligation													-	-
24	9900	Post Audit Adjustment													-	-
			875,339.00	-	186,683.77	186,683.77	913,365.00	-	441,246.08	261,579.99	1,113,256.00	-	111,325.00	-	2,901,960.00	2,453,696.24
					21%	21%			48%	29%			10%	0%		

HUD Low Income Public Housing

Capital Fund Program Summary - Projects Proposed or Under Contract

		100 Reserved Budget	1406 Operations	1408 Mgmt. Improvements	1410 Admin	1480 Audit	1480 Fees and Cost	1480 General Capital Activity	1480 Relocation Costs	Totals	"UC" Under Contract
Acct Code	Cash Available as of 10/14/2022	-	86,024.00	12,000.00	111,325.00	6,000.00	180,752.66	2,054,094.58	3,500.00	2,453,696.24	
	501-20, 501-21, 501-22 Funding										
100	Reserved Budget	-								-	
1406	Operations		86,024.00							86,024.00	
1408	Management Improvements			12,000.00						12,000.00	
1411	Audit Cost Cap Fund					6,000.00				6,000.00	
1410	Administration				111,325.00					111,325.00	
1430	Fees and Costs: Arch. Service, Permits Const. Admin, Etc..						180,752.66			180,752.66	

12 Month Public Housing Capital Fund Project Schedule

11/10/2022

1 to 5	1 Most Urgent	5 Less Urgent	Cost Est	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23
1	ACM Tile Abatement - ongoing, upon unit turnover		\$58,484												
1	Tree Trim and Removal Project (PHA Wide)		\$156,050												
1	Winston Gardens Unit and Community Room ADA Improvements		\$1,100,000												
1	HVAC Replacement 35 units 43-03 Chico		\$245,000												
1	AMP Wide Carbon Monoxide Detector Replacement		\$56,058												
1	Kitchen Remodel - select units		\$250,000												
Total:			\$1,615,592												

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

	Design/Bid Phase
	Construction Phase

MEMO

Date: November 10, 2022

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 November 1, 2022, there are a total of (74) occupied units (see AWI's narrative, following). There are (3) applicants whose applications are nearly processed which may lead to move-in's this month, into units 1475/1461 McConnell Ave. and 1533 Sussex Ave. There are (3) households that have turned in "Intent to Vacate" notices due to being over the USDA RD income limit. There are no unlawful detainers at this time.

AWI staff are continuing their marketing efforts, including distribution of flyers to local businesses and agencies, posting on Craig's List, and a \$100.00 incentive to residents referring family and friends. AWI has recently hired a part-time maintenance tech along with a part-time Assistant Manager, and are now fully staffed at Gridley Farm Labor Housing.



1980's -era Concrete Block unit - Renovated

On-site security reports no significant issues at this time. Chavarria's Landscaping continues to serve the landscaping needs of the property. Bids for tree trimming and playground improvements will be obtained before the end of the month.

The new two-tiered rents for the two-bedroom units, approved by USDA RD, went into effect on October 1st, 2022. This change in rent structure should enhance property cashflow, and provide for the modest remodeling of five (5) of the old cinderblock units.

Mi C.A.S.A.'s monthly food distribution was held on November 8, 2022 in the Community Room. The NVCSS Promotores Dual Language Learning (DLL) program is currently working with (12) families. Mi C.A.S.A. is nearing the end of their Fall Session of classes, 85% of eligible children living at FLH attend class on a daily basis.

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

The annual inspection of the FLH Community Small Water System resulted in a recommendation for an auxiliary power supply, due to power outages in the Gridley area. There is a grant opportunity through the State Water Board for funds to purchase and install a generator. AWI and well engineers Caldwell & Brown are in the process of gathering the information needed to determine if the Gridley FLH system qualifies for the grant monies.



1930's-era 2-BR Wood-frame Unit



1980's-era State "Demonstration" Unit

**Gridley Farm Labor Housing
October 2022**



Separate Variance Report explaining budget differences and expenditures.

Updates:

As of the end of October

- 74 Occupied
New move-out unit #MAR830
- 9 units held offline due to next phase of rehab
- 16 units deemed uninhabitable
- 17 units available for occupancy
Unit #AU1475 market ready. Working on applicants.
Unit #AU1461 market ready. Working on Applicants.
Unit # SU1533 Market ready. Working on applicants.

Upcoming vacancies:

- Unit #OG1475. New 30-day notice. Working on waitlist.

Two households over the RD limits – Both have submitted a 60-day notice to vacate.

Unit #1457 McConnel cancelled their transfer request from their old brick unit to a rehabbed unit.

Past Due Balances:

- Unit #ERN863 –balance \$3,109 payment plan in place and keeping up with payments.
- Unit #AU878 – balance \$2,385 working on a payment plan.
- Unit #SU1528 – balance \$972.35 working on a payment plan.

Staff is working on estimates for the tree trimming and playground work
We are hoping to get those estimates this week.

Two of the air tanks on the well were replaced and there have been no issues since.
Recent water sample results on 10/25/22 were TC+ which will now require monthly testing until results are TC-. Lance, the small well operator will perform the required testing



The new approved budget, including the tiered rents went into effect on October 1st. Five units will be identified for an “in-house” rehab using the additional funds.

Both the Assistant Manager and Assistant Maintenance Tech positions have been filled. Start days are being coordinated. We are very excited to be fully staffed!

Gridley Farm Labor 645
For the Month Ended October 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 115,408.00	\$ 118,123.00	\$ (2,715.00)	\$ 115,408.00	\$ 118,123.00	\$ (2,715.00)
Vacancies	(23,056.00)	(23,142.92)	86.92	(23,056.00)	(23,142.92)	86.92
Manager's Unit	(1,230.00)	(905.00)	(325.00)	(1,230.00)	(905.00)	(325.00)
Total Tenant Rent	<u>\$ 91,122.00</u>	<u>\$ 94,075.08</u>	<u>\$ (2,953.08)</u>	<u>\$ 91,122.00</u>	<u>\$ 94,075.08</u>	<u>\$ (2,953.08)</u>
Other Project Income:						
Laundry Income	\$ 272.10	\$ 216.67	\$ 55.43	\$ 272.10	\$ 216.67	\$ 55.43
Interest Income	6.21	2.50	3.71	6.21	2.50	3.71
Restricted Reserve Interest Income	4.76	0.00	4.76	4.76	0.00	4.76
Other Tenant Income	405.50	91.67	313.83	405.50	91.67	313.83
Utility Allowance	(265.00)	0.00	(265.00)	(265.00)	0.00	(265.00)
Other Project Income	<u>\$ 423.57</u>	<u>\$ 310.84</u>	<u>\$ 112.73</u>	<u>\$ 423.57</u>	<u>\$ 310.84</u>	<u>\$ 112.73</u>
Total Project Income	<u>\$ 91,545.57</u>	<u>\$ 94,385.92</u>	<u>\$ (2,840.35)</u>	<u>\$ 91,545.57</u>	<u>\$ 94,385.92</u>	<u>\$ (2,840.35)</u>
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 26,228.71	\$ 35,903.18	\$ (9,674.47)	\$ 26,228.71	\$ 35,903.18	\$ (9,674.47)
Utilities (From Pg 2)	1,614.59	10,841.09	(9,226.50)	1,614.59	10,841.09	(9,226.50)
Administrative (From Pg 2)	13,382.87	15,386.92	(2,004.05)	13,382.87	15,386.92	(2,004.05)
Taxes & Insurance (From Pg 2)	13,763.00	8,510.25	5,252.75	13,763.00	8,510.25	5,252.75
Other Taxes & Insurance (Fr Page	1,086.31	5,356.07	(4,269.76)	1,086.31	5,356.07	(4,269.76)
Other Project Expenses	1,702.59	2,158.26	(455.67)	1,702.59	2,158.26	(455.67)
Total O&M Expenses	<u>\$ 57,778.07</u>	<u>\$ 78,155.77</u>	<u>\$ (20,377.70)</u>	<u>\$ 57,778.07</u>	<u>\$ 78,155.77</u>	<u>\$ (20,377.70)</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.58	\$.38	\$ 12,558.96	\$ 12,558.58	\$.38
Asset Management Fees	\$ 0.00	\$ 625.00	\$ (625.00)	\$ 0.00	\$ 625.00	\$ (625.00)
Transfer - Reserves	2,875.00	2,875.00	0.00	2,875.00	2,875.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 15,433.96</u>	<u>\$ 16,058.58</u>	<u>\$ (624.62)</u>	<u>\$ 15,433.96</u>	<u>\$ 16,058.58</u>	<u>\$ (624.62)</u>
Total Project Expenses	<u>\$ 73,212.03</u>	<u>\$ 94,214.35</u>	<u>\$ (21,002.32)</u>	<u>\$ 73,212.03</u>	<u>\$ 94,214.35</u>	<u>\$ (21,002.32)</u>
Net Profit (Loss)	<u>\$ 18,333.54</u>	<u>\$ 171.57</u>	<u>\$ 18,161.97</u>	<u>\$ 18,333.54</u>	<u>\$ 171.57</u>	<u>\$ 18,161.97</u>
Other Cash Flow Items:						
Reserve Transfers	\$ 5,495.24	\$ 0.00	\$ 5,495.24	\$ 5,495.24	\$ 0.00	\$ 5,495.24
T & I Transfers	(13,769.21)	0.00	(13,769.21)	(13,769.21)	0.00	(13,769.21)
Sec Dep Owner Held	(1,239.00)	0.00	(1,239.00)	(1,239.00)	0.00	(1,239.00)
Rent Annuity	54,723.00	0.00	54,723.00	54,723.00	0.00	54,723.00

Gridley Farm Labor 645
For the Month Ended October 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rent Subsidy	\$ (54,723.00)	\$ 0.00	\$ (54,723.00)	\$ (54,723.00)	\$ 0.00	\$ (54,723.00)
Authorized Reserve - Other	(5,500.00)	0.00	(5,500.00)	(5,500.00)	0.00	(5,500.00)
Tenant Receivables	841.00	0.00	841.00	841.00	0.00	841.00
Other Receivables	11,983.25	0.00	11,983.25	11,983.25	0.00	11,983.25
Rental Assistance	(15,133.00)	0.00	(15,133.00)	(15,133.00)	0.00	(15,133.00)
Accounts Payable - Trade	4,751.38	0.00	4,751.38	4,751.38	0.00	4,751.38
Accrued Property Taxes	2,117.50	0.00	2,117.50	2,117.50	0.00	2,117.50
Total Other Cash Flow Items	\$ (10,452.84)	\$ 0.00	\$ (10,452.84)	\$ (10,452.84)	\$ 0.00	\$ (10,452.84)
Net Operating Cash Change	<u>\$ 7,880.70</u>	<u>\$ 171.57</u>	<u>\$ 7,709.13</u>	<u>\$ 7,880.70</u>	<u>\$ 171.57</u>	<u>\$ 7,709.13</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating - FFB	\$ 4,984.28	\$ 12,864.98	\$ 7,880.70
Tax & Insurance - FFB	86,994.79	100,764.00	13,769.21
RD Reserves - FFB	53,543.24	50,923.00	(2,620.24)
Cash - Owner Held Reserves	396,699.00	396,699.00	0.00

Payables & Receivables:			
Accounts Payable - Trade	8,261.39	13,012.77	4,751.38
Rents Receivable - Current Tenants	10,062.51	0.00	(10,062.51)
Other Tenant Charges Receivable	0.00	9,221.51	9,221.51

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
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Maintenance & Operating Expenses:

Maintenance Payroll	\$ 3,297.88	\$ 6,820.92	\$ (3,523.04)	\$ 3,297.88	\$ 6,820.92	\$ (3,523.04)
Janitorial/Cleaning Supplies	12.36	79.75	(67.39)	12.36	79.75	(67.39)
Plumbing Repairs	2,760.90	832.92	1,927.98	2,760.90	832.92	1,927.98
Painting & Decorating	69.98	199.42	(129.44)	69.98	199.42	(129.44)
Repairs & Maintenance - Supply	377.78	1,532.33	(1,154.55)	377.78	1,532.33	(1,154.55)
Repairs & Maintenance - Contract	9,808.80	2,252.92	7,555.88	9,808.80	2,252.92	7,555.88
Grounds Maintenance	8,308.25	8,000.00	308.25	8,308.25	8,000.00	308.25
Pest Control Service	245.00	249.42	(4.42)	245.00	249.42	(4.42)
Fire/Alarm Services	0.00	1,588.50	(1,588.50)	0.00	1,588.50	(1,588.50)
Security Service	1,309.00	0.00	1,309.00	1,309.00	0.00	1,309.00
Capital Improvements - Other	38.76	11,983.33	(11,944.57)	38.76	11,983.33	(11,944.57)
Capital Improvements - Flooring	0.00	975.00	(975.00)	0.00	975.00	(975.00)
Capital Improvements - Appliance	0.00	697.25	(697.25)	0.00	697.25	(697.25)
Capital Improvements - HVAC Repl	0.00	250.00	(250.00)	0.00	250.00	(250.00)
Capital Improvements - Water Heat	0.00	142.50	(142.50)	0.00	142.50	(142.50)
Carpet Cleaning	0.00	25.08	(25.08)	0.00	25.08	(25.08)

Gridley Farm Labor 645
For the Month Ended October 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
HVAC Repairs	\$ 0.00	\$ 53.42	\$ (53.42)	\$ 0.00	\$ 53.42	\$ (53.42)
Cable Service	0.00	178.75	(178.75)	0.00	178.75	(178.75)
Tenant Services	0.00	41.67	(41.67)	0.00	41.67	(41.67)
Total Maint. & Operating Exp.	\$ 26,228.71	\$ 35,903.18	\$ (9,674.47)	\$ 26,228.71	\$ 35,903.18	\$ (9,674.47)
Utilities:						
Electricity	\$ (221.13)	\$ 2,666.67	\$ (2,887.80)	\$ (221.13)	\$ 2,666.67	\$ (2,887.80)
Water	0.00	2,916.67	(2,916.67)	0.00	2,916.67	(2,916.67)
Sewer	0.00	2,174.42	(2,174.42)	0.00	2,174.42	(2,174.42)
Heating Fuel/Other	192.64	583.33	(390.69)	192.64	583.33	(390.69)
Garbage & Trash Removal	1,643.08	2,500.00	(856.92)	1,643.08	2,500.00	(856.92)
Total Utilities	\$ 1,614.59	\$ 10,841.09	\$ (9,226.50)	\$ 1,614.59	\$ 10,841.09	\$ (9,226.50)
Administrative:						
Manager's Salary	\$ 4,653.12	\$ 7,713.58	\$ (3,060.46)	\$ 4,653.12	\$ 7,713.58	\$ (3,060.46)
Management Fees	5,698.00	6,715.00	(1,017.00)	5,698.00	6,715.00	(1,017.00)
Bad Debt Expense	2,694.00	0.00	2,694.00	2,694.00	0.00	2,694.00
Auditing	337.75	666.67	(328.92)	337.75	666.67	(328.92)
Legal	0.00	291.67	(291.67)	0.00	291.67	(291.67)
Total Administrative Expense	\$ 13,382.87	\$ 15,386.92	\$ (2,004.05)	\$ 13,382.87	\$ 15,386.92	\$ (2,004.05)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 1,493.33	\$ (1,493.33)	\$ 0.00	\$ 1,493.33	\$ (1,493.33)
Special Assessments	2,117.50	2,117.50	0.00	2,117.50	2,117.50	0.00
Property Insurance	2,934.25	4,899.42	(1,965.17)	2,934.25	4,899.42	(1,965.17)
Other Insurance	8,711.25	0.00	8,711.25	8,711.25	0.00	8,711.25
Total Taxes & Insurance Expense	\$ 13,763.00	\$ 8,510.25	\$ 5,252.75	\$ 13,763.00	\$ 8,510.25	\$ 5,252.75
Other Taxes & Insurance:						
Payroll Taxes	\$ 727.57	\$ 1,270.58	\$ (543.01)	\$ 727.57	\$ 1,270.58	\$ (543.01)
Other Taxes, Fees & Permits	44.61	116.33	(71.72)	44.61	116.33	(71.72)
Bond Premiums	0.00	15.00	(15.00)	0.00	15.00	(15.00)
Worker's Compensation Insurance	344.28	1,075.83	(731.55)	344.28	1,075.83	(731.55)
Personnel Medical Insurance	(30.15)	2,878.33	(2,908.48)	(30.15)	2,878.33	(2,908.48)
Total Other Taxes & Insurance	\$ 1,086.31	\$ 5,356.07	\$ (4,269.76)	\$ 1,086.31	\$ 5,356.07	\$ (4,269.76)
Other Project Expenses						
Telephone & Answering Service	\$ 120.54	\$ 314.67	\$ (194.13)	\$ 120.54	\$ 314.67	\$ (194.13)
Internet Service	0.00	135.33	(135.33)	0.00	135.33	(135.33)
Advertising	0.00	375.00	(375.00)	0.00	375.00	(375.00)
Water/Coffee Service	19.74	0.00	19.74	19.74	0.00	19.74
Office Supplies & Expense	477.47	504.42	(26.95)	477.47	504.42	(26.95)
Postage	63.32	41.75	21.57	63.32	41.75	21.57

Gridley Farm Labor 645
For the Month Ended October 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Toner/Copier Expense	\$ 37.27	\$ 27.75	\$ 9.52	\$ 37.27	\$ 27.75	\$ 9.52
Travel & Promotion	876.25	611.92	264.33	876.25	611.92	264.33
Training Expense	0.00	104.17	(104.17)	0.00	104.17	(104.17)
Credit Checking	0.00	13.42	(13.42)	0.00	13.42	(13.42)
Employee Meals	108.00	29.83	78.17	108.00	29.83	78.17
Total Other Project Expenses	<u>\$ 1,702.59</u>	<u>\$ 2,158.26</u>	<u>\$ (455.67)</u>	<u>\$ 1,702.59</u>	<u>\$ 2,158.26</u>	<u>\$ (455.67)</u>
Lease Up Expenses						
Total Lease Up Expenses	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.58	\$.38	\$ 12,558.96	\$ 12,558.58	\$.38
Asset Management Fees	\$ 0.00	\$ 625.00	\$ (625.00)	\$ 0.00	\$ 625.00	\$ (625.00)
Transfer - Reserves	2,875.00	2,875.00	0.00	2,875.00	2,875.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 15,433.96</u>	<u>\$ 16,058.58</u>	<u>\$ (624.62)</u>	<u>\$ 15,433.96</u>	<u>\$ 16,058.58</u>	<u>\$ (624.62)</u>
Total Expenses	<u>\$ 73,212.03</u>	<u>\$ 94,214.35</u>	<u>\$ (21,002.32)</u>	<u>\$ 73,212.03</u>	<u>\$ 94,214.35</u>	<u>\$ (21,002.32)</u>
Authorized Reserve - Other	<u>\$ 5,500.00</u>	<u>\$ 0.00</u>	<u>\$ 5,500.00</u>	<u>\$ 5,500.00</u>	<u>\$ 0.00</u>	<u>\$ 5,500.00</u>
	\$ 5,500.00	\$ 0.00	\$ 5,500.00	\$ 5,500.00	\$ 0.00	\$ 5,500.00

MEMO

Date: November 10, 2022

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – HACB Other-Owned Properties

- Alamont Apartments, Chico (30 units, family)
- Cordillera Apartments, Chico (20 units, family)
- Evanswood Estates, Oroville (31 units, family)
- Gridley Springs II, Gridley (24 units, family)
- Kathy Court Apartments, Paradise (12 units, family)
- Lincoln Apartments, Chico (18 units, family)
- Locust Apartments, Chico (10 units, family)
- Park Place Apartments, Oroville (40 units, senior)
- 2131 Fogg Ave, (1 single family house)
- 1744 Laurel St, Chico (1 single family house)

For Alamont, Cordillera, Evanswood, Kathy Court, Lincoln, Locust, and Park Place Apartments, please also see monthly reports provided by the property manager, RSC Associates Inc., following this memo. Please also find Sackett Corporation's financials for Gridley Springs II.



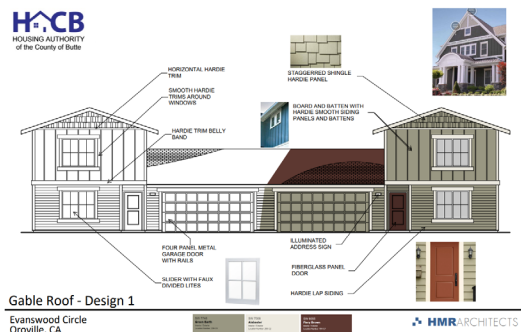
Alamont Apartments, Chico (30 units, family, RSC) – There is one (1) vacancy as of the first. RSC's monthly narrative reviews the delinquent rent and monthly unit turnover. A new pool cover was installed to reduce maintenance costs and keep debris out of the pool. The 2020A bond-finance-identified needs, such as new water heaters, range hoods, ceiling fans, garbage disposals, and replacement of GFCI outlets have been completed, using bond proceeds.



Cordillera/Cameo Apartments, Chico (20 units, family, RSC) - The property has one (1) vacancy. RSC is processing an applicant. Unpaid rents include three (3) units; all have payment plans worked out with these households. The 2020A bond-finance-identified needs, such as new water heaters, range hoods, ceiling fans, garbage disposals, and replacement of GFCI outlets have been completed, using bond proceeds.



Evanswood Estates Apartments, Oroville (31 units, family, RSC) – The property has one (1) vacancy. Only one unit is delinquent, with a partial amount due. A total of \$3 million in exterior siding replacement work has been bid and awarded to contractor Experts in Your Home. Residents were notified, and the improvement work has begun. The exterior siding work has been hindered thus far by rains. The work will be completed in 2022-23 using Series 2020A bond proceeds.



Planned Exterior Renovations (typical)



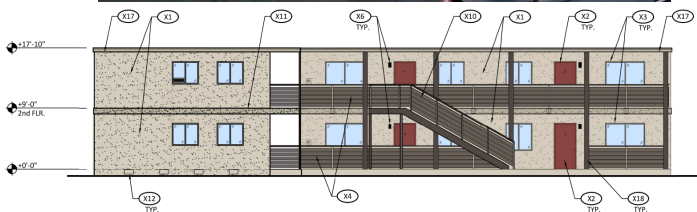
Gridley Springs II, Gridley (24 units, Family, Sackett) The property has one (1) vacant unit, and no notices to vacate. Annual power washing of all buildings and sidewalks has been completed, as has annual gutter cleaning.



Kathy Court Apartments, Paradise (12 units, family, RSC) – the Building Permit Application has been approved. A CDBG-DR funding application for 40% of the total development has been submitted to the Town of Paradise. State of California HCD Multi-family Housing Program (MHP) funds will also be applied for in assembling the finance package, unless the HACB chooses to finance the property otherwise. A total of \$2,708.24 remains in the operating account, after accounting for third-party property management fees, asset management fees, water, and landscape costs in managing and upkeeping the vacant parcel.



Lincoln Apartments, Chico (18 units, family, RSC) – Lincoln Apartments has no vacancy. There is one notice to vacate. All rents were collected for the month with the exception of two units, where small balances are owed. The installation of 2020A bond-funded Capital Improvements, including water heaters, a refrigerator, exhaust hoods and GFCI installation is underway. Plans for building upgrades, focusing on the exterior walkways, stairways, and railing assemblies, windows, and heating and cooling systems are complete and now approved by the City. They are ready for permitting and bidding. Exterior painting will follow the walkway improvements. Walkway work, and parking lot repair will occur in 2023. Improvements are to be paid by means of the Series 2020A Bond proceeds.



*Lincoln Apartment, Chico
Proposed Exterior Improvements – Rails, Decks,
Stairways, and Paths of Travel*



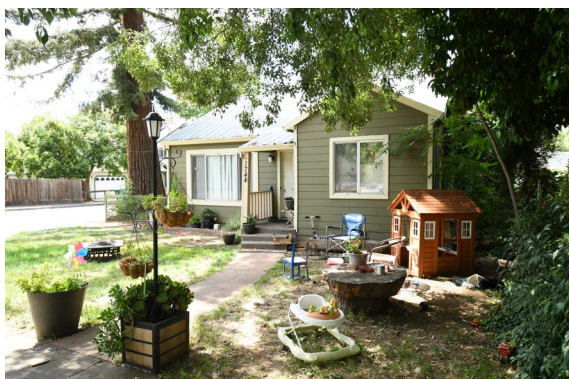
Locust Apartments, Chico (10 units, family, RSC) – There is no vacancy - all rents were collected for the month. Capital Improvements continue with the replacement of water heaters, range hoods, and GFCI outlets, paid for by means of Series 2020A Bond proceeds.



Park Place Apartments, Oroville (40 units, senior, RSC) – The property is fully occupied as of the first of the month. RSC's narrative covers the property rent collection for the month, where all units paid with the exception of one unit. Bond-funded work includes equipment replacements, gazebo replacement, Community Room renovation, and site paths of travel improvements - all in process. Plans have been submitted to the City for review.



2131 Fogg Ave, Oroville (SFH, HACB) – The single-family house is occupied, with rent paid. The site's development potential has been schematically explored, resulting in a proposed 18-unit single story development proposal, serving 16 1-bedroom households, and two 2-bedroom households. County CDBG-DR and other affordable housing funds are being sought to build out the property.



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

November 7, 2022

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

RE: October 2022 HACB Monthly Financial Package

Dear Mr. Mayer:

Below is a summary of the October 2022 key operational activities and highlights of significant financial results for HACB properties managed by RSC. For additional details, please review the following financial reports provided for each property:

1. Cash Flow Summary
2. Balance Sheet
3. Budget Comparison
4. General Ledger
5. Trial Balance
6. Tenant Rent Roll
7. 12 Month Income Statement
8. 2022/2023 Performance Review
9. Capital Improvement Summary

1519 Locust Apartments

Monthly Highlights:

- **Occupancy** – 90% at the end of October. Unit # 5 was evicted on October 10th due to non-payment of rent. Possession of the unit was not returned to RSC until October 20th. The unit is being turned and has an approved applicant that will take possession as soon as it is rent ready. Estimated move in date at this time is November 17th.
- **Rent collection**
 - ✓ All tenants paid in full.
- **Capital Improvements** – there was a full paint for unit #2.

Mr. Ed Mayer, Executive Director
Chico, California

Alamont Apartments

Monthly Highlights

- **Occupancy** – 96.66% at the end of October.
 - ✓ Unit #11 had a move in on 10/28/22.
 - ✓ Unit #22 had a move out on 10/11/22. The unit is rent ready and we are currently processing an application.
- **Rent collection**
 - ✓ #1 has made no payments since September and has been served a notice to pay and been sent to legal.
 - ✓ Units #11 and #28 have small outstanding balances.
 - ✓ All other tenants paid in full.
- **Capital Improvements** – unit #28 had new carpet installed, and a new custom pool cover was installed to keep debris out of the pool and reduce maintenance costs through the winter months.

Cordillera/Cameo Drive Apartments

Monthly Highlights:

- **Occupancy** – 96% as of the end of October.
 - ✓ There was a move out on 10/27/22 for unit #37-1. We are actively marketing the unit with one potential applicant.
- **Rent collection**
 - ✓ #49-1 has an outstanding balance for October rent which we are working with them on the collection.
 - ✓ #49-3A has an outstanding balance for October rent which we are working with BH on collecting.
 - ✓ #53-2 has an outstanding balance for October rent.
 - ✓ All other tenants paid in full.
- **Capital Improvements** - A dishwasher was installed in unit #49-4, and water heaters were replaced in buildings 53 and 57 as part of the Capital Bond Project.

Evanswood Estates Apartments

Monthly Highlights:

- **Occupancy** – 96.42% as of the end of October.
 - ✓ Unit # 69 was evicted due to non-payment of rent. We are removing the tile flooring from the wood fireplace and installing new carpet prior to re-renting.
- **Rent Collection**
 - ✓ #368 has a small outstanding balance for rent for October.
 - ✓ All other tenants paid in full.
- **Capital Improvements** – Unit #368 had a full interior paint as part of the turnover of the unit.

Mr. Ed Mayer, Executive Director
Chico, California

Evanswood #21, #25, and #33

Monthly Highlights:

- **Occupancy** – 100% at the end of October.
- **Rent Collection** – 100% of rent was collected.
- **Capital Improvements** – unit #33 had as part of the Capital Bond Project, had a water heater, an exhaust hood and GFCI outlets replaced.

Kathy Court Apartments

Monthly Highlights: None at this time.

Lincoln Apartments

Monthly Highlights:

- **Occupancy** – 100% as of the end of October.
 - ✓ Unit #'s 8 and 16 have submitted 30 Day Notices for move outs later in November.
- **Rent Collection**
 - ✓ Unit #12 and #18 had small outstanding balances at the end of October.
 - ✓ All other tenants paid in full.

Park Place Apartments

Monthly Highlights:

- **Occupancy** – 100% as of the end of October.
- **Rent Collection**
 - ✓ Unit #23 owes for October rent.
 - ✓ All other tenants paid in full.
- **Capital Improvements** - there was the installation of fence slats for privacy for the complex.

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

Respectfully,



Richard Gillaspie
Property Manager
RG:ph



GRIDLEY SPRINGS November 2022

Property Status:

1. GSI has 0 vacant unit with Zero notices to vacate
2. GSII has 1 vacant units with 0 notices to vacate.
3. The GSI (USDA) budget was finalized and approved by ownership and has been transmitted to USDA for FY23 approval.
4. GSI and GSII all buildings power washing/gutter cleaning, and sidewalk cleaning have been completed for both properties.

Sincerely,
Mac Upshaw



HACB GRIDLEY SPRINGS II
As of
October 31, 2022

CASH SUMMARY - Operating Account	OCTOBER		1 months YTD	
	2022	%%	2022	%%
Total Rent Revenue	15,791.00	100.00%	15,791.00	100.00%
Vacancies	(210.00)	-1.33%	(210.00)	-1.33%
Net Rental Revenue	15,581.00	98.67%	15,581.00	98.67%
Other Income	21.70	0.14%	21.70	0.14%
Total Revenue	15,602.70	98.81%	15,602.70	98.81%
Expenses:				
Administrative Expenses	6,647.57	42.10%	6,647.57	42.10%
Utilities	2,079.80	13.17%	2,079.80	13.17%
Operating & Maintenance	5,999.64	37.99%	5,999.64	37.99%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	5,365.25	33.98%	5,365.25	33.98%
Total Expenses	20,092.26	93.26%	20,092.26	6.74%
Net Operating Income	(4,489.56)	51.16%	(4,489.56)	51.16%
Interest and Finance Expense	565.08	3.58%	565.08	3.58%
Replacement Costs	0.00	0.00%	0.00	0.00%
Net Cash Flow from Operations	(5,054.64)		(5,054.64)	
Plus (Minus)				
Interest Income	(13.59)		(13.59)	
Unpaid Rent Collected (Owed)	(74.00)		(74.00)	
Prepaid Rent Received (Absorbed)	(15.00)		(15.00)	
Prepaid Insurance Expense	0.00		0.00	
Security Deposits Received (Refunded)	(718.00)		(718.00)	
Accrued Interest (Payment)	545.08		545.08	
Net Cash Increase (Decrease)	(5,330.15)		(5,330.15)	
Beginning of Period Cash Balance	64,558.38		64,558.38	
Contributions (Distributions) to Owner	0.00		0.00	
Transfer from (to) Impound Account	(401.33)		(401.33)	
Transfer From (to) Replacement Reserves	(450.00)		(450.00)	
Transfer from (to) Security account	0.00		0.00	
Ending Cash Balance - Operating Account	\$58,376.90		\$58,376.90	
- Replacement Reserve			\$115,118.11	
- Tax and Insurance Impounds			\$52,403.99	
- Security Deposit Accounts			\$15,265.88	

	Current Month	UNIT STATUS	Current Month
TENANT RECEIVABLES			
Rent and Rent Related Receivables			
Balance at Beginning of Month	5,303.00	Total Units	24
Uncollected (Collected) During Month	74.00	Vacant units at beginning of month	0
Written off to Bad Debts	0.00	Plus Units vacated during month	1
Balance at End of Month	<u>\$5,377.00</u>	Less move ins and deposits to hold	0
		Vacant units at end of month	<u>1</u>

Balance Sheet
HACB GRIDLEY SPRINGS II
As of
October 31, 2022

***** ASSETS *****

Petty Cash	250.00	
Cash - Operating	58,376.90	
Cash - Replacement Reserve	115,118.11	
Cash - Impound Account	52,403.99	
Cash - Security Deposit Account	15,265.88	
Total Cash		241,414.88

ACCOUNTS RECEIVABLE

Tenant Rent Receivable	5,377.00	
Total Accounts Receivable		5,377.00

Prepaid Property Insurance

	0.00	
Total Prepaid Expenses		0.00

Total Current Assets	246,791.88
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CAPITAL IMPROVEMENTS

Land	55,276.00	
Building	497,483.59	
Improvements	421,449.94	
Accumulated Depreciation	(219,793.41)	
Total Fixed Assets		754,416.12
TOTAL ASSETS		1,001,208.00

***** LIABILITIES *****

Accrued Interest-SHRA	83,345.21	
Security Deposit Liability	14,547.00	
Prepaid Rent Revenue	0.00	
Total Current Liabilities		97,892.21

Note Payable	218,032.00	
Total Long Term Liabilities		218,032.00
Total Liabilities		315,924.21

***** OWNER'S EQUITY *****

Partner's Equity (CF Distributions)	684,336.63	
AGP Cash Flow Distributions	(56,413.00)	
Retained Earnings	(70,661.88)	
Owner Contributions/Distribution	133,076.68	
Current Year Net Income (Loss)	(5,054.64)	
Total Equity		685,283.79

Total Liabilities & Equity	1,001,208.00
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Income Statement
HACB GRIDLEY SPRINGS II
As of
October 31, 2022

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	14,947.00	16,312.00	(1,365.00)	14,947.00	16,312.00	(1,365.00)
Tenant Assistance Payments	844.00	0.00	844.00	844.00	0.00	844.00
Total Revenue	15,791.00	16,312.00	(521.00)	15,791.00	16,312.00	(521.00)
Apartment Vacancies	(210.00)	(326.00)	116.00	(210.00)	(326.00)	116.00
Total Vacancies	(210.00)	(326.00)	116.00	(210.00)	(326.00)	116.00
NET RENTAL REVENUE	15,581.00	15,986.00	(405.00)	15,581.00	15,986.00	(405.00)
Interest Income-Other Cash	12.71	0.00	12.71	12.71	0.00	12.71
Interest Income-Sec Deposits	0.88	0.00	0.88	0.88	0.00	0.88
Total Financial Revenue	13.59	0.00	13.59	13.59	0.00	13.59
Misc Tenant Charges/Damages & Cleaning	0.00	545.00	(545.00)	0.00	545.00	(545.00)
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	8.11	83.00	(74.89)	8.11	83.00	(74.89)
Total Other Revenue	8.11	628.00	(619.89)	8.11	628.00	(619.89)
TOTAL REVENUE	15,602.70	16,614.00	(1,011.30)	15,602.70	16,614.00	(1,011.30)
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	21.00	(21.00)	0.00	21.00	(21.00)
Credit Reports	0.00	0.00	0.00	0.00	0.00	0.00
Uniforms	0.00	0.00	0.00	0.00	0.00	0.00
IT Support Services	128.00	128.00	0.00	128.00	128.00	0.00
Telephone/Answering Service	61.45	70.00	(8.55)	61.45	70.00	(8.55)
Consulting/Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Mailing	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Expense/Office Personnel	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies/Expenses	32.99	385.00	(352.01)	32.99	385.00	(352.01)
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00
Management Fee	1,035.00	1,080.00	(45.00)	1,035.00	1,080.00	(45.00)
Manager Salaries	1,440.10	1,708.00	(267.90)	1,440.10	1,708.00	(267.90)
Education/Registration fees	450.03	83.00	367.03	450.03	83.00	367.03
Legal Expense	0.00	29.00	(29.00)	0.00	29.00	(29.00)
Auditing Fees	3,500.00	0.00	3,500.00	3,500.00	0.00	3,500.00
Television/Cable Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Expenses	6,647.57	3,504.00	3,143.57	6,647.57	3,504.00	3,143.57
Utility Expenses						
Electricity	44.43	310.00	(265.57)	44.43	310.00	(265.57)
Water	586.03	500.00	86.03	586.03	500.00	86.03
Gas	0.00	68.00	(68.00)	0.00	68.00	(68.00)
Sewer	804.72	820.00	(15.28)	804.72	820.00	(15.28)
Garbage and Trash Removal	644.62	567.00	77.62	644.62	567.00	77.62
Total Utility Expenses	2,079.80	2,265.00	(185.20)	2,079.80	2,265.00	(185.20)
Operating & Maintenance Expense						
Clean and Repair Apartment	0.00	0.00	0.00	0.00	0.00	0.00
Cleaning Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Exterminating Contract	0.00	0.00	0.00	0.00	0.00	0.00
Tree Service	0.00	0.00	0.00	0.00	0.00	0.00
Grounds Contract	1,316.00	0.00	1,316.00	1,316.00	0.00	1,316.00
Grounds Maintenance and Supplies	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance Personnel	1,440.10	1,708.00	(267.90)	1,440.10	1,708.00	(267.90)
Repair Materials	373.08	2,982.00	(2,608.92)	373.08	2,982.00	(2,608.92)
Repair Contract/Vendor Labor	2,000.00	1,667.00	333.00	2,000.00	1,667.00	333.00
Electrical Repair and Supplies	187.50	0.00	187.50	187.50	0.00	187.50
HVAC Repair/Maintenance	0.00	500.00	(500.00)	0.00	500.00	(500.00)
Appliance Repair and Maintenance	399.12	0.00	399.12	399.12	0.00	399.12
Plumbing Repair and Supplies	283.84	0.00	283.84	283.84	0.00	283.84
Gas, Oil and Mileage	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Equipment	0.00	0.00	0.00	0.00	0.00	0.00
Misc Operation & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating & Maint Expenses	5,999.64	6,857.00	(857.36)	5,999.64	6,857.00	(857.36)

Income Statement
HACB GRIDLEY SPRINGS II
As of
October 31, 2022

	***** 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	364.01	335.00	29.01	364.01	335.00	29.01
Property & Liability Insurance	0.00	167.00	(167.00)	0.00	167.00	(167.00)
Worker's Compensation	229.64	219.00	10.64	229.64	219.00	10.64
Health/Dental Insurance	137.29	233.00	(95.71)	137.29	233.00	(95.71)
Other Insurance	4,634.31	0.00	4,634.31	4,634.31	0.00	4,634.31
Total Taxes & Insurance Expenses	5,365.25	954.00	4,411.25	5,365.25	954.00	4,411.25
TOTAL EXPENSES	20,092.26	13,580.00	6,512.26	20,092.26	13,580.00	6,512.26
NET OPERATING INCOME (LOSS)	(4,489.56)	3,034.00	(7,523.56)	(4,489.56)	3,034.00	(7,523.56)
Interest & Finance Expense						
Mortgage Interest	545.08	0.00	545.08	545.08	0.00	545.08
Bank Fees	20.00	0.00	20.00	20.00	0.00	20.00
Total Interest & Finance Expense	565.08	0.00	565.08	565.08	0.00	565.08
OPERATING PROFIT (LOSS)	(5,054.64)	3,034.00	(8,088.64)	(5,054.64)	3,034.00	(8,088.64)
Replacements						
Roofing/Paving/Exterior Repair	0.00	0.00	0.00	0.00	0.00	0.00
Drapery/Blind Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Appliance Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture/Equipment Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Carpet/Flooring Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Plumbing Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Glass Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture and Equip Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Door/Screen Repair/Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Total Cost of Replacements	0.00	0.00	0.00	0.00	0.00	0.00
NET CASH FLOW FROM OPERATIONS	(5,054.64)	3,034.00	(8,088.64)	(5,054.64)	3,034.00	(8,088.64)

Date: 11/10/2022

MEMO

To: HACB Board of Commissioners

From: Angie Little, Section 8 Housing Manager

Subject: Family Self-Sufficiency (FSS) Program update for October 2022

Program Statistics for Period Ending	October 2022	October 2021
Number of participants as of last day of the month	35	37
Number of Orientation Briefings	0	0
Number of signed contracts	0	0
Number of Port-In's	0	0
Number of Port-Out's	0	0
Number of Graduates	0	2
Contract Expired	0	0
Number of Terminations	1	0
Number of Voluntary Exits	0	2
Number of Families on FSS Waiting List	7	0
Number of participants with annual income increases (YTD)	0	7
Number of participants with new employment (YTD)	0	5
Number of participants with escrow accounts	25	23
Number of participants currently escrowing	16	12
Amount disbursed from escrow account	\$0.00	\$0.00
Balance of Escrow Account	\$127,644.14	\$108,994.20

FSS FY 2022 HUD Grant Program Tracking Data

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

HACB CoC Programs: A Report to the Board of Commissioners for the Month of October 2022										
Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	10/2022 Enrollment	10/2022 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/22 - 6/30/23	\$9,000.00	City of Chico	SSA	8	Low-income, referred by supportive service agency	Chico	0	\$0.00	\$9,000.00
City of Chico - TBRA	7/1/22 - 6/30/23	\$150,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	8	\$9,103.00	\$112,047.00
BHHAP/Security Deposit	7/1/22 - 6/30/23	\$3,426.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	\$0.00	\$3,426.00
BHHAP/ASOC	7/1/22 - 6/30/23	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	1	\$200.00	\$22,607.00
Totals		\$186,717.00			35			9	\$9,303.00	\$147,080.00

Acronym Legend

*BCBH: Butte County Department of Behavioral Health | *BHHAP: Behavioral Health Housing Assistance Program | *SHP: Supportive Housing Program | *PHB: Permanent Housing Bonus Program
*TBRA: Tenant Based Rental Assistance | *LGP: Lease Guarantee Program | *SSA: Supportive Service Agency | *SMI: Serious Mental Health Disability

Last update:11/10/2022
Path: Z:\Boutique Programs\Special Programs Budget and Reports

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
September 30, 2022

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	NON-FEDERAL FUNDS	HUD PUBLIC HSG	HUD HCV SEC. 8	CA HCD RHCP-GSII	USDA-RD FARM LABOR
Umpqua - Operating Account		0.00	1,786,324	1,786,324	719,223				
Umpqua - Savings Account		VAR.	1,516,408	1,516,408	438,974	171,284	1,519,135		
Umpqua - Section 8 FSS Escrow		VAR.	121,844	121,844			121,844		
Umpqua - Sec. 125 Cafeteria Plan		0.00	27,927	27,927	10,471				
FNC - Money Market Funds		VAR.	54,655	54,655	2,733	15,303	36,619		
Mechanics Bank (Security Deposit dox location)		0.00	2,016	2,016	2,016				
Petty Cash Accounts		0.00	100	100	100				
Locust St balances @ RSC		0.00	49,855	49,855	49,855				
Park Place Apts @ RSC		0.00	127,278	127,278.24	127,278				
Lincoln Apts balances @ RSC		0.00	30,844	30,844	30,844				
Kathy Court balances @ RSC		0.00	3,845	3,845	3,845				
Alamont Apts balances @ RSC		0.00	55,337	55,337	55,337				
Evanswood balances @ RSC		0.00	80,321	80,321	80,321				
New Evanswood units balances @ RSC		0.00	22,111	22,111	22,111				
Gridley Springs II @ Sackett		0.00	255,859	255,859	255,859			213,637	
Cordillera Apts (Cameo Dr) balances @ RSC		0.00	47,057	47,057	47,057				
SUBTOTAL CASH ACCOUNTS			4,181,781	4,181,781	1,846,023	186,588	1,677,598	213,637	0
TCB FLH Operating Account		0.00	17,980	17,980					17,980
TCBFLH Construction Account		VAR.	198,926	198,926					198,926
TCBFLH Tax & Insurance		VAR.	2,695	2,695					2,695
TCB FLH Reserves Security Deposits		VAR.	364,145	364,145					364,145
TCBFLH Security Deposits		VAR.	46,135	46,135					46,135
TOTAL USDA-RD FARM LABOR			629,881	629,881	0	0	0	0	629,881
BNY Mellon - Debt Reserve - 2020A			354,950	354,950	354,950				
BNY Mellon - Bond Program Acct (Proceeds) - 2020A			7,877,559	7,877,559	7,877,559				
BNY Mellon - Bond Reserve (P&I) - 2020A			525,012	525,012	525,012				
TOTAL HACB BONDS			8,757,521	8,757,521	8,757,521	0	0	0	0
<i>Mizuho BK New York - -MATURED</i>	<i>11/3/2021</i>	<i>0.05</i>	<i>0</i>	<i>0</i>			<i>0</i>		
<i>SAFRA NATL BK New York - MATURED</i>	<i>2/3/2022</i>	<i>0.05</i>	<i>0</i>	<i>0</i>		<i>0</i>			
<i>NORTHPOINTE BK Grand Rapids MI - MATURED</i>	<i>2/4/2022</i>	<i>0.05</i>	<i>0</i>	<i>0</i>		<i>0</i>			
<i>BANK HAPOALIM New York - 2/3/21</i>	<i>5/2/2022</i>	<i>0.10</i>	<i>0</i>	<i>0</i>		<i>140,000</i>	<i>100,000</i>		
Morgan Stanley Bank - 5/12/22 - NEW	11/13/2023	2.27	150,000	146,874		150,000			
Greenstate Credit Union - 5/16/22 - NEW	5/16/2024	2.77	100,000	97,655			100,000		
Goldman SACHS BK NEW YORK - 5/6/2021 - NEW	6/3/2024	0.10	240,000	234,794		120,000	120,000		
Meridian Bank - 1/21/22 NEW	10/21/2022	0.20	100,000	99,842		50,000	50,000		
First FNDTN BK IRVINE - 5/6/2021 - NEW	11/14/2022	0.50	200,000	199,264		200,000			
Sandy Spring Bank - 2/18/22 - NEW	11/18/2022	0.55	240,000	239,191		240,000			
Austin Telco Fed CU - 2/16/22 - NEW	2/16/2023	0.70	240,000	237,370		240,000			
Hingham Instn Svgs - 01/31/22 - NEW	4/28/2023	0.40	100,000	97,995		50,000	50,000		
Comenity Capital Bank - 5/6/2021 - NEW	5/15/2023	0.20	200,000	195,383		200,000			
Lending Club Bank - 1/28/22 - NEW	7/28/2023	0.40	100,000	97,133		50,000	50,000		

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
QUARTERLY CASH AND INVESTMENT REPORT
September 30, 2022

TOTAL FNC CD'S				1,670,000	1,645,502	0	1,440,000	470,000	0	0
Self-Help Credit Union - CD DTD 2/10/20 (compounding)	2/10/2021	2.10		104,607	104,607	104,607				
TOTAL CD'S				1,774,607	1,464,295	104,607	1,440,000	470,000	0	0
PARS SECTION 115 TRUST				var	2,165,849	2,165,849	216,585	866,340	1,082,925	
TOTAL HOUSING AUTHORITY CASH & INVESTMENTS				17,509,639	17,199,326	10,924,736	2,492,927	3,230,522	213,637	629,881

INVESTMENT	MATURITY DATE	YIELD	COST	MARKET VALUE	
1200 Park Avenue, L.P.; 11/23/2004	11/23/2054	4.84	675,000	1,245,154	* interest compounds to principal June 1st annually
Chico Harvest Park, L.P.; 1/29/2013	1/28/2068	2.31	600,000	748,422	* interest compounds to principal May 1st annually
TOTAL for HACB Mortgages & Loans			1,275,000	1,993,577	

BCAHDC*	
BCAHDC Umpqua Operating Account	834,737
BCAHDC Umpqua Savings Account	341,112
TOTAL for BCAHDC	1,175,849

BANYARD MANAGEMENT	
Banyard - Umpqua General Savings	216,131
TOTAL for BANYARD MGT	216,131

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
RESTRICTED VS. UN-RESTRICTED FUNDS ANALYSIS
September 30, 2022

	a	b	c	=a-b-c	
HACB - Primary Government					
	Total Cash + Current Assets	Restricted Cash	Current Liabilities, less debt	9/30/2022 Available Fund Balance	9/30/2021 Available Cash Balance
<u>Unrestricted HA Owned</u>					
2020A Bonds-new units	5,263	0	8,999	-3,736	0
Alamont Apts	405,845	0	154,952	250,893	122,113
Continuum of Care	9,762	0	7,035	2,727	9,016
Cordillera/Cameo	1,818,964	0	1,733,903	85,061	84,493
Demo Housing	634,138	0	573,563	60,576	264,159
Evanswood Estates	601,803	0	424,111	177,692	129,665
General Fund	16,307,767	10,920,303	2,646,438	2,741,026	2,002,553
Kathy Ct Apts	5,694	0	0	5,694	4,580
Lincoln Apts	322,166	0	267,308	54,858	46,741
Locust St Apts	124,416	0	83,203	41,213	88,210
Park Place Apts (Oro)	512,457	29,215	299,814	183,427	152,284
Total Unrestricted HA Owned	20,748,275	10,949,518	6,199,326	3,599,431	2,903,814
<u>Restricted to Federal or State Program</u>					
HCD Gridley Springs II	959,260	67,265	702,964	189,031	76,799
HUD Public Housing	5,803,120	1,241,940	4,083,659	477,521	110,384
USDA Farm Labor Housing	15,133,270	892,893	12,504,187	1,736,190	112,238
HUD Section 8 HCV	2,768,362	1,252,434	1,169,923	346,005	923,979
HUD FSS Program (S8)	49,524	0	10,930	38,594	103,978
Total Federal/State Programs	24,713,537	3,454,531	18,471,665	2,787,341	1,327,377
TOTAL HACB PRIMARY GOV'T	45,461,812	14,404,049	24,670,991	6,386,772	4,231,192

HACB - Component Units					
	Total Cash & Current A/R	Restricted Cash	Current Liabilities	9/30/2022 Available Fund Balance	9/30/2021 Available Cash Balance
<u>Restricted to Mission Stmt</u>					
BCAHDC General Fund	2,768,362	1,252,434	103,450	1,412,479	1,155,575
Banyard Management	471,024	254,893	189	215,942	228,747

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

November 10, 2022

Memo

To: HACB Board of Commissioners

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

Subject: Agenda Item No. 5.1 – Resolution No. 4880
2022 Section 8 Management Assessment Program (SEMAP)

Attached is a printout of the draft Section 8 Management Assessment Program (SEMAP) Certification for the annual period ending September 30, 2022. The Certification was prepared by Angie Little, Section 8 Housing Manager. Per the attached HACB self-certification, HACB will receive all performance points available, except under Indicator 13, “Lease Up”. Under this Indicator, HACB will receive zero (0) out of twenty (20) points available. The loss of those twenty (20) points results in HACB’s achieving a grade of “Standard Performer” for the 2022 Fiscal Year, the first year the HACB has not achieved High Performer status in over a decade. There are no consequences to not having achieved High Performer status.

Please note that HACB was very close, at 92%, in reaching the required 95% required for ten (10) points – enough to attain High Performer status. If it were not for the agency’s enterprise software conversion at the end of the year, the 95% threshold would have been achieved.

The current leasing rate is the highest since the November 2018 Camp Fire. As you may recall, because of the fire, in 2019, 2020, and 2021, HACB secured a SEMAP waiver for the Leasing Indicator, which is now expired. Considering how close we are to the 95% lease-up threshold, and the number of Project Base Voucher projects coming online in 2023, we fully anticipate that we will be back to High Performer Status in the next program year.

Recommendation: Adopt Resolution No. 4880.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4880

APPROVAL OF
SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION

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

WHEREAS, program administration requires the HACB to annually submit to HUD a performance certification for the Section 8 HCV program, identified as the Section 8 Management Assessment Program (SEMAP) certification (Certification), such Certification now due for the fiscal year ending September 30, 2022; and

WHEREAS, the Board of Commissioners of the HACB has reviewed the SEMAP Certifications for Butte and Glenn Counties and found them to be a true and accurate representation of the performance of HACB in administration of the Section 8 HCV program for the fiscal year ended September 30, 2022;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to accept the Butte and Glenn County Certifications for the Section 8 Management Assessment Program for the fiscal year ending September 30, 2022, such Certifications attached to and made a part of this Resolution No 4847, and further, to authorize their submission to the U.S. Department of Housing and Urban Development; and

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

Dated: November 17, 2022.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

Section 8 Management Assessment Program (SEMAP) Certification

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

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

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

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

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

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

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

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

Performance Indicators

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

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

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

PHA Response Yes ☐ No ☐

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

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

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

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

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

4. Utility Allowance Schedule. (24 CFR 982.517)

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

PHA Response Yes ☐ No ☐

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

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

PHA Response Yes ☐ No ☐

6. HQS Enforcement. (24 CFR 982.404)

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

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

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

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

Enter current FMRs and payment standards (PS)

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

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

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

PHA Response

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

<input type="text"/>
<input type="text"/>

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

b. Number of FSS families currently enrolled

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

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

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

Applies only to PHAs required to administer an FSS program .

Check here if not applicable ☐

PHA Response

Yes ☐

No ☐

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

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

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

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

or

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

PHA Response

Yes ☐

No ☐

If yes, attach completed deconcentration bonus indicator addendum.

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

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

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy)

Date (mm/dd/yyyy)

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

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

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

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

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

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

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

Is line c 50% or more? Yes ☐ No ☐

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

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

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

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

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

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

Section 8 Management Assessment Program (SEMAP) Certification

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

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

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

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

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

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
Housing Authority of the County of Butte	09/30/2022	11/18/2022

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

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

Performance Indicators

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

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐
- Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

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

PHA Response Yes ☐ No ☐

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

PHA Response ☐ At least 98% of units sampled ☐ 80 to 97% of units sampled ☐ Less than 80% of units sampled
- Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

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

PHA Response ☐ At least 90% of files sampled ☐ 80 to 89% of files sampled ☐ Less than 80% of files sampled
- Utility Allowance Schedule. (24 CFR 982.517)

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

PHA Response Yes ☐ No ☐
- HQS Quality Control Inspections. (24 CFR 982.405(b))

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

PHA Response Yes ☐ No ☐
- HQS Enforcement. (24 CFR 982.404)

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

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

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

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

Enter current FMRs and payment standards (PS)

0-BR FMR <u>627</u>	1-BR FMR <u>717</u>	2-BR FMR <u>944</u>	3-BR FMR <u>1167</u>	4-BR FMR <u>1280</u>
PS <u>670</u>	PS <u>770</u>	PS <u>1020</u>	PS <u>1260</u>	PS <u>1382</u>

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

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

PHA Response Yes ☐ No ☐

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

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

PHA Response

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

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

b. Number of FSS families currently enrolled

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

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

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

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

PHA Response Yes ☐ No ☐

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

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

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

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

or

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

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

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

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

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

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

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

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

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

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

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

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

Is line c 50% or more? Yes ☐ No ☐

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

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

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

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

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

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

November 10, 2022

MEMO

To: HACB Board of Commissioners

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

Subject: Agenda Item No. 5.2, Resolution No.4881
HUD Public Housing Program – Adoption of 2023 Flat Rent Schedule

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

In the Public Housing program, tenants can choose to pay either 30% of their adjusted gross income as their contribution towards rent and utilities, or they can pay a “flat rent”. Housing authorities must set Flat Rents at no less than 80% of the applicable HUD Fair Market Rent (FMR), including consideration for Utility Allowances. There are currently eight (8) Public Housing tenants that have chosen the Flat Rent option. All (8) of these households will see an increase in their monthly rent payment with the new 2023 Flat Rents, but their rent payment will not exceed HUD’s 10% annual rent increase limit.

HUD issued 2023 Fair Market Rent data (FMR’s) on September 1, 2022, pre-requisite to analysis of, and revision of, the HACB’s Public Housing Flat Rent Schedule for the 2023 operating year.

In summary, Resolution No. 4881 updates the Flat Rent Schedule in its entirety, in accordance with local market conditions and HUD requirements. Implementation of the recommended Flat Rent Schedule, by means of Resolution No. 4881, maintains HACB’s compliance with program regulation and administration.

Recommendation: adoption of Resolution No. 4881.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4881

DETERMINATION OF PUBLIC HOUSING FLAT RENTS

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

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

WHEREAS, the HACB has reviewed its documentation and data regarding local rental market conditions and determined that the current Flat Rent Schedule, effected January 1, 2022, no longer reflects current market conditions and requires revision; and

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

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

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

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to set its HUD Public Housing Flat Rents in accordance with the attached Public Housing Flat Rent Analysis and Recommendation, effective January 1, 2023, such Analysis and Recommendation attached to and made a part of this Resolution No. 4881.

Dated: November 17, 2022.

David Pittman, Board Chair

ATTEST

Edward S. Mayer, Secretary

Housing Authority of the County of Butte

Attachment to Resolution No. 4881 - HUD Low Income Public Housing Program

2023 Public Housing Flat Rent Analysis

November 10, 2022

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Area	Bedrooms	HUD Fair Market Rent (FMR)	80% of FMR	Minus 2023 UA	2022-23 Flat Rent Minimum	2022 Approved Flat Rent	Rent Comparable	Minus 2023 UA	Proposed 2023 Flat Rents	UA Notes
Chico	1	\$941	\$753	\$123	\$630	\$866	\$1,035	\$123	\$912	**UA \$125 if 43-3 ADA
	2	\$1,239	\$991	\$137	\$854	\$1,129	\$1,298	\$137	\$1,161	**UA's \$144 43-3 ADA and \$129 if 43-13
	3	\$1,761	\$1,409	\$154	\$1,255	\$1,461	\$1,755	\$154	\$1,601	**UA \$161 if 43-3 ADA & \$144 if 43-13
	4	\$2,110	\$1,688	\$174	\$1,514	\$1,675	\$1,968	\$174	\$1,794	
Chico w/o Water & Sewer UA	1	\$941	\$753	\$91	\$662	\$908	\$1,035	\$91	\$944	**UA \$93 if 43-3 ADA
	2	\$1,239	\$991	\$103	\$888	\$1,174	\$1,298	\$103	\$1,195	**UA's \$110 if 43-3 ADA and \$95 if 43-13
	3	\$1,761	\$1,409	\$118	\$1,291	\$1,508	\$1,755	\$118	\$1,637	**UA \$125 if 43-3 ADA & \$108 if 43-13
	4	\$2,110	\$1,688	\$135	\$1,553	\$1,724	\$1,968	\$135	\$1,833	
Biggs	1	\$941	\$753	\$75	\$678	\$919	\$1,035	\$75	\$960	*UA's adjusted due to HACB paying the water/sewer
	2	\$1,239	\$991	\$88	\$903	\$1,180	\$1,298	\$88	\$1,210	*UA's adjusted due to HACB paying the water/sewer
	3	\$1,761	\$1,409	\$101	\$1,308	\$1,514	\$1,755	\$101	\$1,654	*UA's adjusted due to HACB paying the water/sewer
	4	\$2,110	\$1,688	\$117	\$1,571	\$1,731	\$1,968	\$117	\$1,851	*UA's adjusted due to HACB paying the water/sewer
Gridley	1	\$941	\$753	\$166	\$587	\$826	\$1,035	\$166	\$869	**UA \$163 if 43-1B ADA
	2	\$1,239	\$991	\$180	\$811	\$1,089	\$1,298	\$180	\$1,118	
	3	\$1,761	\$1,409	\$193	\$1,216	\$1,422	\$1,755	\$193	\$1,562	
	4	\$2,110	\$1,688	\$210	\$1,478	\$1,638	\$1,968	\$210	\$1,758	
	5	\$2,427	\$1,942	\$226	\$1,716	\$1,756	\$2,025	\$226	\$1,799	
Gridley w/o Water & Sewer UA	1	\$941	\$753	\$83	\$670	\$909	\$1,035	\$83	\$952	**UA \$80 if 43-1B
	2	\$1,239	\$991	\$95	\$896	\$1,174	\$1,298	\$95	\$1,203	
	3	\$1,761	\$1,409	\$107	\$1,302	\$1,508	\$1,755	\$107	\$1,648	
	4	\$2,110	\$1,688	\$123	\$1,565	\$1,725	\$1,968	\$123	\$1,845	
	5	\$2,427	\$1,942	\$138	\$1,804	\$1,844	\$2,025	\$138	\$1,887	
Oroville	1	\$941	\$753	\$162	\$591	\$874	\$1,035	\$162	\$873	**1 & 2 Bd. units at WG don't pay water/sewer
	2	\$1,239	\$991	\$186	\$805	\$1,129	\$1,298	\$186	\$1,112	
	3	\$1,761	\$1,409	\$150	\$1,259	\$1,476	\$1,755	\$150	\$1,605	**UA \$143 if 43-15
Oroville w/o Water & Sewer UA	1	\$941	\$753	\$126	\$627	\$874	\$1,035	\$126	\$909	
	2	\$1,239	\$991	\$150	\$841	\$1,129	\$1,298	\$150	\$1,148	
	3	\$1,761	\$1,409	\$114	\$1,295	\$1,513	\$1,755	\$114	\$1,641	**UA \$111 if 43-15

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4882

ADOPTION OF REVISED POSITION DESCRIPTION FOR ACCOUNTING TECHNICIAN

WHEREAS, the Housing Authority of the County of Butte (HACB) retains personnel to administer its programs and conduct its business; and

WHEREAS, in accordance with Chapter 4 of the HACB Personnel Policy, addressing “Allocation of Positions”, the Board of Commissioners of the HACB approves by resolution the number and description of all permanent positions; and

WHEREAS, the HACB seeks to establish positions to effect efficient and effective administration of its operations and programs in service to its mission; and

WHEREAS, by means of Resolution No. 4833 on August 19, 2021, HACB added an Accounting Technician to its organizational structure; and

WHEREAS, the Accounting Technician position was included in the HACB 2022-23 FY consolidated budget; and

WHEREAS, a revised Position Description for the Accounting Technician is attached to this Resolution No. 4882;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to adopt the revised position description for the Accounting Technician, such position description attached to and made a part of this Resolution No. 4882, such action to take effect immediately.

Dated: November 20, 2022.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

ACCOUNTING TECHNICIAN

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision requiring a high degree of accuracy and independent judgment performs a variety of responsible confidential clerical, administrative, accounting, and bookkeeping duties in support of assigned program areas.

SUPERVISION RECEIVED AND EXERCISED

Supervision received directly from the Finance Director. No supervision is exercised.

ESSENTIAL FUNCTION STATEMENTS

The following tasks are typical for positions in this classification. Any single position may not perform all of these tasks and/or may perform similar related tasks not listed here:

- Work with HACB personnel to review documents for accuracy and completeness prior to entering the information into the computer system.
- Data entry and monitoring responsibility for all tenant accounts, move-ins, move-outs, vacates and adjustments.
- Maintain and reconcile security deposit and Accounts Receivable data.
- Process cash receipts, balance cash daily and prepare bank deposits. Enter deposit and credit transactions into accounting system.
- Exercise independent judgment concerning tenant's accounts and review same with Eligibility staff to expedite collections.
- Work with Eligibility and Collection Agency to maximize outstanding debt reimbursement.
- Process month end and year end activities for tenant accounts receivable and landlord payments including 1099's.
- Process landlord Housing Assistance Payments. Collaborate with Section 8 department regarding landlord payment issues.
- Maintain material related to vendor invoices, including validation of purchase order requests, receiving of records, verification of proper expense account classification, positing of invoices to computer for payment and generation and distribution of checks to vendors.
- Performs a wide variety of office support tasks including typing and input of forms, memos, correspondence, tables, and charts.
- Compile tabulate information and produce reports as required.

- Perform a variety of bookkeeping duties including routine calculating, computing, classifying, posting, and verifying,
- Perform a variety of general clerical duties including typing, computer operation, and utilizing other related office machines and equipment.
- Back-up to weekly Accounts Payable submission - full cycle processing.
- Bi-weekly Payroll back-up – entering data into outside Payroll Provider Site, Reconciling to Retirement and Benefits Accounts, Reconciling sick and vacation accruals.
- Archiving.
- GL Account Reconciliations.
- Inventory tracking, maintenance and year end reconciliation.
- Purchase Order tracking, maintenance and year end reconciliation.
- Fleet Management.
- Maintain Utility Consumption data and produce compiled report.
- Assist other accounting staff and perform miscellaneous job-related duties, as assigned.

QUALIFICATIONS

Knowledge of:

Basic mathematical principles.

Basic clerical, administrative, financial, accounting, and recordkeeping principles and procedures.

Excel proficiency.

Computerized methods, techniques and programs.

Electronic spreadsheet methods and computer systems.

Modern office practices, methods, and computer equipment.

Alphabetical, numerical, and subject matter filing systems.

Ability to:

Maintain the utmost confidentiality of all information.

Perform timely and accurate mathematical operations.

Prepare and maintain accurate and complete records, reports, and files including verification of data.

Sort, check, count and verify numbers.

Operate ten-key calculator or other tabulation method with accuracy.

Perform data entry, electronic spreadsheet and/or word processing.

Operate modern office equipment including computer equipment and standard office and proprietary software, including MS Word, Excel and Outlook.

Detect discrepancies on records or reports.

Learn, interpret, and apply the policies, procedures, laws, codes, and regulations applicable to assigned functions.

Type and enter data accurately at a speed of 50 wpm or faster.

Understand and follow both oral and written instructions.

Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of employment.

Comply with drug and alcohol-free workplace requirements.

Experience and Education/Training Guidelines

Any combination of experience and education/training that would likely provide the required knowledge, skills and/or abilities to perform the job successfully is qualifying. A typical way to obtain the knowledge skills and/or abilities would be:

Experience:

Three years of increasingly responsible clerical and/or bookkeeping experience preferably with federally funded programs.

Education/Training:

Minimum high school diploma, GED or 12th grade equivalent.

Associates degree in related field preferred.

Combination of education and experience equivalent 3+ years.

Licenses or Certificates

Requires a valid California driver's license and ability to qualify for coverage under Housing Authority's insurance policy without an additional increase in premium due to a questionable or poor driving history.

ADA COMPLIANCE

Physical Ability:

Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (35 pounds). Tasks may involve extended periods of time at a keyboard or computer workstation.

Sensory Requirements:

Some tasks require visual perception and discrimination. Some tasks require oral communications ability.

The Housing Authority of the County of Butte (HACB) is and Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, HACB will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential

November 10, 2022

Memo

To: Board of Commissioners

From: Ed Mayer, Executive Director

Subject: Agenda Item No. 5.4 – Development Activity Status

Staff seeks further discussion of the agency's affordable housing development objectives and development resource allocations.

Specifically:

Kathy Court Apartments, Paradise – assembly of a complete financing package is presenting issues regarding dedication of agency resources, which holds implications for timeliness of delivery, much less reconstruction feasibility.

Fogg Avenue Apartments, Oroville – Development feasibility relies on uncertain funding sources. There are many affordable housing projects in the area that have now been funded with CDBG-DR monies, providing 40% of development costs. However, the State has not prioritized other funding sources to complete financing of these projects, leaving most casting about for gap financing. In particular, pre-development obligations need be addressed.

The HACB, and its development instrumentality, BCAHDC, have equity resources that can help fuel and drive development objectives. But such resources come with trade-offs.

This is a fast moving and dynamic subject, it is anticipated more detailed information will be available for discussion purposes at the meeting.

November 10, 2022

Memo

To: Board of Commissioners

From: Ed Mayer, Executive Director

Subject: Agenda Item No. 7.1
Public Official Housing Tour, October 27, 2022

The HACB conducted a tour of its Butte County's affordable housing properties on October 27th. Eleven local public officials attended the five-hour tour, which saw examples of affordable housing in Chico, Oroville, Gridley, Biggs, and Paradise. A box lunch was provided at the Gridley Farm Labor Camp. Thirty-nine properties were seen, totaling 1,905 housing units, including HACB's Public Housing, bond-financed housing, farm labor housing, other-owned housing, and BCAHDC and Banyard Management's tax-credit properties, in addition to other third-party-owned affordable housing properties passed along the way. Deputy Executive Director Larry Guanzon and I hosted the tour, providing color commentary along the way.

The following individuals attended:

- Amy Bergstrand, Director Business Assistance and Housing Development, City of Oroville
- Briana Harvey-Butterfield, Butte Countywide Homeless Continuum of Care Coordinator (DESS)
- Dawn Nevers, Assistant Community Development Director, City of Oroville
- Erin Huddleson, Office Assistant, State Assemblyman Gallagher (Assembly District 3)
- Kosim Latipov, District Representative, State Senator Jim Nielsen, (Senate Fourth District)
- MaryJo Alonzo, Housing Program Analyst, City of Chico
- Sarah Frohock, Housing Coordinator, Butte County Department of Employment and Social Services
- Seana O'Shaughnessy, President/CEO, CHIP
- Teri DuBose, District Representative, Congressman Doug LaMalfa (California District 1)
- Tracy Davis, Program Development Manager, Butte County Administration
- William Firth, Management Analyst, Economic and Community Development, Butte County Administration.

The Tour was considered a success, all who participated expressed their gratitude, appreciating how much that had been learned. Interestingly, the affordable housing funders (legislators), distributors (local jurisdictions) and end-users (HACB and CHIP) were all on the bus at the same time, making for rich interactions on the subject of affordable housing, its origins, and its dynamics.

HACB Staff are scheduled for the tour for their next Staff Meeting day in December. Many have never seen the housing they serve.



Save-the-Date for the 2023 NorCal/Nev NAHRO Conference

"Back in the Saddle, Post-Pandemic"

January 23, 2023 - Commissioner Tracks

January 23-24, 2023 - General Attendee Sessions

Conference Key Note Speaker

TBD

Conference Topics - Partial List

- FHEO Frequent Findings & Best Practices
- Subsidy Layering Review Submissions
- Maintenance: HVAC, Plumbing, Safety, Electric Meters
- HUD Public Housing Requirements
- Successfully working with the Continuum of Care
- PIC & EIV
- Waiver requests for PBV program caps
- Family Self-Sufficiency
- HUD Public Housing Requirements
- Update out of Washington D.C.

Registration is now open!!! Early registration discount will apply if registered by 12/31/2022.

Please follow the link below to book your room at the Napa Valley Marriot Hotel & Spa where the conference will be held. Attendees get a special discounted rate.

<https://www.marriott.com/events/start.mi?id=1664391332020&key=GRP>

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