

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

**MEETING AGENDA**

December 15, 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.

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

<https://meet.goto.com/649625581>

**You can also dial in using your phone.**

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

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**Access Code:** 649-625-581

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

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

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**NEXT RESOLUTION NO. 4883**

**ITEMS OF BUSINESS**

1. ROLL CALL
2. AGENDA AMENDMENTS

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3. CONSENT CALENDAR

- 3.1 Minutes for the meeting of November 17, 2022
- 3.2 Checks written for:
  - 3.2.1 Accounts Payable (General) – \$180,263.72
  - 3.2.2 Landlords – \$1,476,519.29
  - 3.2.3 Payroll – \$141,810.35
- 3.3 Financial Statements
- 3.4 Section 8 Housing Choice Voucher Program
- 3.5 Property Vacancy Report
- 3.6 Public Housing
- 3.7 Construction Projects
- 3.8 Capital Fund Improvement Projects
- 3.9 Farm Labor Housing Report
- 3.10 HACB Owned Properties
- 3.11 Tax Credit Report
- 3.12 Family Self Sufficiency
- 3.13 Rental Assistance Programs

4. CORRESPONDENCE

- 4.1 Letter to Governor Newsom regarding CDBG-DR Multifamily Housing Program (CDBG-DR MHP) 2018 Allocations to Butte County, Town of Paradise, City of Chico, City of Oroville, City of Gridley (FEMA DR-4407)

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Recognition of Commissioner – Acknowledgement of Commissioner Larry Hamman's 29 years of Service to the HACB.

Recommendation:

Resolution No. 4883

- 5.2 Gridley Farm Labor Housing – Recognition of Crystal Saucedo, Winner of National NAHRO “What Home Means to Me” poster contest.

Recommendation: Resolution No. 4884

- 5.3 Mi C.A.S.A. Education Inc – Presentation by Kathy McKenzie.

Recommendation: Presentation/Information

- 5.4 Winston Gardens – Authorization for Winston Gardens ADA Improvement Contract.

Recommendation: Resolution No. 4885

- 5.5 Development Activity – Status Review.

Recommendation: Information/Discussion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

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

Property located at Evanswood Estates, Oroville

12. COMMISSIONERS’ CALENDAR

- **Next Meeting – January 19, 2023**
- **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 November 17, 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 2:40 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: all attended in person with the exception of Commissioners Richter and Sayles-Lambert, who attended by means of web-conference.

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

Others present: Darlene Fredericks.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Management Assessment Plan – The HUD Section 8 Management Assessment Program (SEMAP) is a yearly exercise, required to self-certify program performance. SEMAP looks at voucher statistics; leasing rates, expenditures, compliance, distribution of vouchers throughout the community. This year the current leasing rate is the highest it has been since the November 2018 Camp Fire. During the past 3 years; 2019, 2020 and 2021, the HACB secured a SEMAP waiver for the leasing indicator, which awards ten points for a 98%+ lease

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rate, and five points for a 95+% leasing rate. This year the HACB was very close to achieving the required 95% lease-up threshold, but due to multiple factors, including a software conversion this Fall, the HACB attained “Standard Performer” status for FY 2022. This is the first year in over a decade that the HACB did not attain High Performer status. There is no funding consequence to the slide in rating. More important, with the number of Project Base Vouchers coming online next year, staff anticipates attainment of High Performer status for 2023.

**\*RESOLUTION NO. 4880\***

Commissioner Ober moved that Resolution No. 4880 be adopted by reading of the title only: “SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.2 Public Housing Flat Rents – Annually, the HACB must review its HUD Public Housing Flat Rent determinations. Public Housing tenants can choose one of two rent methods; either an “income-based rent”, which is calculated at roughly 30% of total household income, or a “Flat Rent”, which is based on marked considerations, and is set at not less than 80% of the applicable HUD-Determined Fair Market Rent (FMR) for the area. The idea behind Flat Rents is to increase income diversity in Public Housing, allowing higher income households that would otherwise be forced out of the program by virtue of higher incomes to remain in Public Housing. Currently there are eight (8) Public Housing households that have selected the Flat Rent option out of the 345 households served in Public Housing. The action updates the Flat Rent Schedule for 2023.

**\*RESOLUTION NO. 4881\***

Commissioner Sayles-Lambert moved that Resolution No. 4881 be adopted by reading of the title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.3 Personnel – Last month the Board of Commissioners adopted the recommended change to the organizational structure of the HACB Accounting Department; the proposed change included the elimination of the second Senior Accountant position and re-establishment of an Accountant position. Staff is recommending adoption of a revised position description for the Accounting Technician position.

**\*RESOLUTION NO. 4882\***

Commissioner Ober moved that Resolution No. 4882 be adopted by reading of the title only: “ADOPTION OF REVISED POSITION DESCRIPTION FOR ACCOUNTING TECHNICIAN”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.4 Development Activity – A brief memo seeking further discussion on the agency’s affordable housing development objectives regarding Kathy Court Apartments, Paradise, and Fogg Avenue Apartments, Oroville. The discussion invited input on deployment of development resources.

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6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 HACB/BCAHDC – the Property Tour with Public Officials was successfully conducted on Thursday October 27<sup>th</sup>. The tour was approximately five hours and included eleven local public officials in attendance. A total of thirty-nine properties were seen. The tour was considered a success by those in attendance.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Commissioner Crowe shared his recent attendance at a CHAT workshop, where he visited with the Founder of Emergent 3D out of Redding. Emergent 3D uses plasticized concrete to rapidly print energy efficient, fire resistant homes in the north state.

Chair Pittman reported that the Esperanza Project in Oroville was awarded a \$2.7 million grant, the project includes 20 pallet shelters, a safe parking area, as well as a camping area, all designed to serve homeless persons. The project is located next to, and will be operated by, the Oroville Rescue Mission.

10. MATTERS INITIATED BY COMMISSIONERS

Executive Director Mayer provided a quick status update regarding the upcoming Commissioner Terms expiring in January 2023. Commissioner Hamman confirmed that the December 15<sup>th</sup> HACB Board meeting will be his last meeting as a Commissioner as he will be resigning from his term early (term expires January 2025). Commissioner Hamman has served as a Commissioners for twenty-nine plus years.

11. EXECUTIVE SESSION

None.

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

Commissioner Alford moved that the meeting be adjourned. Commissioner Ober seconded. The meeting was adjourned at 3:32 p.m.

Dated: November 17, 2022.

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David Pittman, Board Chair

ATTEST:

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Edward S. Mayer, Secretary

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

| Check Date | Check # | Vendor  | Total Amount |
|------------|---------|---|--------------|
| 11/3/2022  | 157031  | v0000006 - Biggs Municipal Utilities                | 2,602.55     |
| 11/3/2022  | 157032  | v0000011 - CALIFORNIA WATER SERVICE                 | 127.82       |
| 11/3/2022  | 157033  | v0000011 - CALIFORNIA WATER SERVICE                 | 295.77       |
| 11/3/2022  | 157034  | v0000017 - EAGLE SECURITY SYSTEMS                   | 90.85        |
| 11/3/2022  | 157035  | v0000031 - PG&E                                     | 107.34       |
| 11/3/2022  | 157036  | v0000040 - Gregory P. Einhorn                       | 180.00       |
| 11/3/2022  | 157037  | v0000057 - OPER. ENG. LOCAL #3                      | 708.00       |
| 11/3/2022  | 157038  | v0000071 - Riebes Auto Parts                        | 17.57        |
| 11/3/2022  | 157039  | v0000072 - Towne Carpet dba                         | 2,033.42     |
| 11/3/2022  | 157040  | v0000113 - MILLER GLASS, INC.                       | 484.04       |
| 11/3/2022  | 157041  | v0000140 - COMCAST CABLE                            | 472.24       |
| 11/3/2022  | 157042  | v0000161 - Harshwal & Company, LLP                  | 23,025.00    |
| 11/3/2022  | 157043  | v0000206 - JACKSONS GLASS CO, INC.                  | 241.47       |
| 11/3/2022  | 157044  | v0000235 - HD Supply Facilities Maintenance, Ltd.   | 2,249.46     |
| 11/3/2022  | 157045  | v0000240 - CIC                                      | 1,907.80     |
| 11/3/2022  | 157046  | v0000309 - Illustratus                              | 120.51       |
| 11/3/2022  | 157047  | v0000401 - Plan B Professional Answering Services   | 121.80       |
| 11/3/2022  | 157048  | v0000402 - US Bank                                  | 223.08       |
| 11/3/2022  | 157049  | v0000428 - Adecco Employment Services               | 1,130.40     |
| 11/3/2022  | 157050  | v0000463 - Sherwin-Williams Company                 | 1,354.03     |
| 11/3/2022  | 157051  | v0000669 - ROTO-ROOTER OROVILLE                     | 155.00       |
| 11/3/2022  | 157052  | v0000695 - SPRINT                                   | 65.73        |
| 11/3/2022  | 157053  | v0000773 - Clean Master                             | 2,340.00     |
| 11/3/2022  | 157054  | v0000808 - S.E.C. 5 Private Security dba            | 1,568.00     |
| 11/3/2022  | 157055  | v0000814 - Bull's Eye Windshield Repair&Replacement | 55.00        |
| 11/3/2022  | 157056  | v0000879 - GUZI-WEST Inspection and Consulting. LLC | 519.38       |
| 11/3/2022  | 157057  | v0000886 - Candelario Ace Hardware dba              | 32.15        |
| 11/3/2022  | 157058  | v0004479 - Netsys Systems, Inc.                     | 8,960.00     |
| 11/4/2022  | 157059  | v0000149 - Susie Torres-Agustin                     | 1,000.42     |
| 11/15/2022 | 157063  | v0000241 - WASTE MANAGEMENT                         | 59.07        |
| 11/10/2022 | 157066  | v0000010 - CALIF. WTR. SER. ORO                     | 5,052.78     |
| 11/10/2022 | 157067  | v0000015 - A-1 Appliance                            | 43.37        |
| 11/10/2022 | 157068  | v0000031 - PG&E                                     | 1,008.90     |
| 11/10/2022 | 157069  | v0000031 - PG&E                                     | 102.00       |
| 11/10/2022 | 157070  | v0000031 - PG&E                                     | 3,589.20     |
| 11/10/2022 | 157071  | v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.     | 4,550.13     |
| 11/10/2022 | 157072  | v0000104 - DELL MARKETING L.P.                      | 6,362.78     |
| 11/10/2022 | 157073  | v0000159 - Tamra C. Young                           | 259.00       |
| 11/10/2022 | 157074  | v0000240 - CIC                                      | 228.85       |
| 11/10/2022 | 157075  | v0000241 - WASTE MANAGEMENT                         | 1,828.95     |
| 11/28/2022 | 157075  | v0000241 - WASTE MANAGEMENT                         | -1,828.95    |
| 11/10/2022 | 157076  | v0000357 - Yuba City                                | 76.00        |
| 11/10/2022 | 157077  | v0000380 - Staples Business Credit                  | 572.84       |
| 11/10/2022 | 157078  | v0000459 - E Center                                 | 127.53       |
| 11/10/2022 | 157079  | v0000469 - Thermalito Irrigation                    | 555.48       |
| 11/10/2022 | 157080  | v0000474 - Advanced Document                        | 169.24       |
| 11/10/2022 | 157081  | v0000795 - Richard's North State Pest Mgmt (dba)    | 1,479.00     |
| 11/10/2022 | 157082  | v0000863 - Nor-Cal Landscape Maintenance dba        | 10,552.15    |
| 11/17/2022 | 157083  | v0000014 - Gridley Municipal Utilities              | 1,177.79     |
| 11/17/2022 | 157084  | v0000031 - PG&E                                     | 16.56        |
| 11/17/2022 | 157085  | v0000031 - PG&E                                     | 1,477.77     |

|            |          |   |                   |
|------------|----------|---|-------------------|
| 11/17/2022 | 157086   | v0000031 - PG&E                                     | 165.77            |
| 11/17/2022 | 157087   | v0000040 - Gregory P. Einhorn                       | 3,080.00          |
| 11/17/2022 | 157088   | v0000072 - Towne Carpet dba                         | 1,441.22          |
| 11/17/2022 | 157089   | v0000088 - The Home Depot Credit Services           | 5,070.56          |
| 11/17/2022 | 157090   | v0000106 - Messenger Publishing Group               | 49.00             |
| 11/17/2022 | 157091   | v0000108 - AT&T                                     | 73.15             |
| 11/17/2022 | 157092   | v0000121 - United States Postal Service (CMRS-FP)   | 2,500.00          |
| 11/17/2022 | 157093   | v0000140 - COMCAST CABLE                            | 521.23            |
| 11/17/2022 | 157094   | v0000149 - Susie Torres-Agustin                     | 795.58            |
| 11/17/2022 | 157095   | v0000155 - Susanne Kemp                             | 57.39             |
| 11/17/2022 | 157096   | v0000185 - Warren Asbestos Abatement Cont., Inc.    | 4,981.50          |
| 11/17/2022 | 157097   | v0000203 - LOWE'S                                   | 30.56             |
| 11/17/2022 | 157098   | v0000206 - JACKSONS GLASS CO, INC.                  | 752.86            |
| 11/17/2022 | 157099   | v0000238 - Baker Distributing Company, Inc.         | 542.27            |
| 11/17/2022 | 157100   | v0000267 - OFFICE DEPOT INC                         | 1,240.84          |
| 11/17/2022 | 157101   | v0000276 - Scrubbs, Inc.                            | 36.00             |
| 11/17/2022 | 157102   | v0000312 - Unum Life Insurance Company              | 1,114.64          |
| 11/17/2022 | 157103   | v0000331 - Larry Hamman                             | 37.50             |
| 11/17/2022 | 157104   | v0000387 - Electric Eel, Inc.                       | 46.20             |
| 11/17/2022 | 157105   | v0000428 - Adecco Employment Services               | 2,260.80          |
| 11/17/2022 | 157106   | v0000473 - Larry Hamman                             | 50.00             |
| 11/17/2022 | 157107   | v0000474 - Advanced Document                        | 141.79            |
| 11/17/2022 | 157108   | v0000669 - ROTO-ROOTER OROVILLE                     | 155.00            |
| 11/17/2022 | 157109   | v0000732 - WCP Solutions                            | 256.39            |
| 11/17/2022 | 157110   | v0000758 - MES VISION                               | 560.96            |
| 11/17/2022 | 157111   | v0000806 - Cypress Dental Administrators            | 3,358.60          |
| 11/17/2022 | 157112   | v0000807 - David Pittman                            | 50.00             |
| 11/17/2022 | 157113   | v0000821 - Golden State Risk Management Authority   | 30,829.00         |
| 11/17/2022 | 157114   | v0000829 - Armed Guard Private Security, Inc        | 300.00            |
| 11/17/2022 | 157115   | v0000845 - HMR Architects, Inc.                     | 6,259.17          |
| 11/17/2022 | 157116   | v0000845 - HMR Architects, Inc.                     | 3,200.00          |
| 11/17/2022 | 157117   | v0000859 - Richard H. Ober                          | 50.00             |
| 11/17/2022 | 157118   | v0000866 - Charles Alford                           | 50.00             |
| 11/17/2022 | 157119   | v0000879 - GUZI-WEST Inspection and Consulting. LLC | 3,396.25          |
| 11/17/2022 | 157120   | v0000888 - Sarah Richter                            | 50.00             |
| 11/17/2022 | 157121   | v0000889 - Regina Sayles-Lambert                    | 50.00             |
| 11/17/2022 | 157122   | v0000890 - Robert R Crowe                           | 50.00             |
| 11/17/2022 | 157123   | v0000906 - Samuel Harvey                            | 828.95            |
| 11/17/2022 | 157124   | v0004507 - S&P Global Ratings                       | 10,000.00         |
| 11/15/2022 | 10202022 | v0000891 - Paylocity                                | 795.75            |
| 11/16/2022 | 11162022 | v0000439 - Umpqua Bank                              | 5,385.52          |
|            |          |   | <b>180,263.72</b> |

**Housing Authority of the County of Butte**  
***BALANCE SHEET***  
**October, 2022**

|   | <b>Cumulative</b>    |
|---|----------------------|
| <b>ASSETS</b>                             |                      |
| <b>Current Assets</b>                     |                      |
| Cash - Unrestricted                       | 3,420,164.23         |
| 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                | -1,647,473.90        |
| 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                    | 913,578.80           |
| <b>Total Current Assets</b>               | <b>17,955,378.09</b> |
| <b>Fixed Assets</b>                       |                      |
| Fixed Assets & Accumulated Depreciation   | 26,537,098.87        |
| <b>Total Fixed Assets</b>                 | <b>26,537,098.87</b> |
| <b>Other Non-Current</b>                  |                      |
| 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         |
| <b>Total Other Non-Current</b>            | <b>6,455,579.81</b>  |
| <b>TOTAL ASSETS</b>                       | <b>50,948,056.77</b> |
| <b>LIABILITIES</b>                        |                      |
| <b>Current Liabilities</b>                |                      |
| Accounts payable                          | -12,467.05           |
| Accrued Payroll Liabilities               | 34,987.46            |
| 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         | 919,548.86           |
| <b>Total Current Liabilities</b>          | <b>2,281,862.67</b>  |
| <b>Long-Term Liabilities</b>              |                      |
| 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            |
| <b>Total Long-Term Liabilities</b>        | <b>17,506,249.32</b> |
| <b>TOTAL LIABILITIES</b>                  | <b>19,788,111.99</b> |
| <b>NET POSITION</b>                       |                      |
| Beginning Net Position                    | 33,184,628.73        |
| Retained Earnings                         | -2,024,683.95        |
| <b>TOTAL NET POSITION</b>                 | <b>31,159,944.78</b> |
| <b>TOTAL LIABILITIES AND NET POSITION</b> | <b>50,948,056.77</b> |

**Housing Authority of the County of Butte**  
**CONSOLIDATED INCOME STATEMENT**  
**October 31, 2022**

|                                       | Month to Date    | Year to Date     | % used |
|---------------------------------------|------------------|------------------|--------|
|                                       | Actual           | Actual           |        |
| Net Dwelling Rent                     | 486,530          | 486,530          |        |
| Tenant Charges                        | 8,227            | 8,227            |        |
| Laundry Revenue                       | 4,701            | 4,701            |        |
| HUD Grant Revenue                     | 1,668,416        | 1,668,416        |        |
| Other Grant Revenue                   | 0                | 0                |        |
| Mortgage Interest Income              | 0                | 0                |        |
| Fraud Recovery                        | 0                | 0                |        |
| Other Income                          | 21,307           | 21,307           |        |
| Investment Income-unrestricted        | 0                | 0                |        |
| Investment Income-restricted          | 0                | 0                |        |
| <b>TOTAL REVENUES</b>                 | <b>2,189,181</b> | <b>2,189,181</b> |        |
| Administrative Employee Salaries      | 164,505          | 164,505          |        |
| Audit Fee                             | 0                | 0                |        |
| Advertising & Marketing               | 176              | 176              |        |
| Payroll Taxes and Benefits - Admin    | 77,838           | 77,838           |        |
| Office Expenses                       | 22,930           | 22,930           |        |
| Legal Expenses                        | 1,740            | 1,740            |        |
| Travel                                | 10               | 10               |        |
| Allocated Overhead                    | 250              | 250              |        |
| Other Admin. Expenses                 | 32,308           | 32,308           |        |
| <b>Total Operating Admin. Costs</b>   | <b>299,756</b>   | <b>299,756</b>   |        |
| Tenant Service-Salaries               | 4,724            | 4,724            |        |
| Relocation Costs                      | 0                | 0                |        |
| Employee Benefits-Tenant Services     | 3,383            | 3,383            |        |
| Tenant Services - Misc                | 60,980           | 60,980           |        |
| <b>Total Tenant Services</b>          | <b>69,088</b>    | <b>69,088</b>    |        |
| Water                                 | 22,722           | 22,722           |        |
| Electricity                           | 8,482            | 8,482            |        |
| Gas                                   | 941              | 941              |        |
| Sewer                                 | 22,193           | 22,193           |        |
| <b>Total Utilities-Project</b>        | <b>54,339</b>    | <b>54,339</b>    |        |
| Maintenance Salaries                  | 30,701           | 30,701           |        |
| Maintenance Materials                 | 11,805           | 11,805           |        |
| Maintenance Contract Costs            | 169,040          | 169,040          |        |
| Payroll Taxes and Benefits - Maint    | 15,937           | 15,937           |        |
| <b>Total Maintenance Costs</b>        | <b>227,482</b>   | <b>227,482</b>   |        |
| Protective Services                   | 2,081            | 2,081            |        |
| Insurance-Liab/Property/Auto          | 30,298           | 30,298           |        |
| Other General Expenses                | 355,064          | 355,064          |        |
| PILOT                                 | 11,124           | 11,124           |        |
| Bad Debts-Tenant                      | -231             | -231             |        |
| Interest Expense                      | 26,401           | 26,401           |        |
| <b>Total Other Operating Expenses</b> | <b>424,737</b>   | <b>424,737</b>   |        |
| Maintenance -Extraordinary            | 0                | 0                |        |
| Casualty Losses                       | 0                | 0                |        |
| Housing Assistance Payments           | 1,218,617        | 1,218,617        |        |
| HAP - Ports IN                        | 0                | 0                |        |
| Fraud Losses                          | 0                | 0                |        |
| <b>Total Other Costs</b>              | <b>1,218,617</b> | <b>1,218,617</b> |        |
| <b>TOTAL EXPENSES</b>                 | <b>2,294,019</b> | <b>2,294,019</b> |        |
| <b>RETAINED EARNINGS</b>              | <b>-104,838</b>  | <b>-104,838</b>  |        |
|                                       |                  |                  |        |
|                                       |                  |                  |        |
|                                       |                  |                  |        |

**Housing Authority of the County of Butte**  
**SECTION 8 INCOME STATEMENT**  
**October 31, 2022**

[illegible]



**Housing Authority of the County of Butte**  
**PUBLIC HOUSING-ALL INCOME STATEMENT**  
**October 31, 2022**

[illegible]

# Financial Statements

## Statement of Profit Loss

### Gridley Farm Labor Housing October of 2022

|   | Current Period |                |                 | Year To Date   |                |                 |
|---|----------------|----------------|-----------------|----------------|----------------|-----------------|
|   | Actual         | Budget         | Variance        | Actual         | Budget         | Variance        |
| <b>Rental &amp; Other Project Income</b>        |                |                |                 |                |                |                 |
| Gross Rents                                     | 115,408        | 118,123        | (2,715)         | 115,408        | 118,123        | (2,715)         |
| Rental Assistance                               | 54,723         | -              | 54,723          | 54,723         | -              | 54,723          |
| Laundry Income                                  | 272            | 217            | 55              | 272            | 217            | 55              |
| Other Tenant Income                             | 406            | 92             | 314             | 406            | 92             | 314             |
| Interest Income                                 | 6              | 3              | 4               | 6              | 3              | 4               |
| Restricted Reserve Interest Income              | 5              | -              | 5               | 5              | -              | 5               |
| <b>Total Rental &amp; Other Project Income:</b> | <b>170,820</b> | <b>118,434</b> | <b>52,386</b>   | <b>170,820</b> | <b>118,434</b> | <b>52,386</b>   |
| <b>Vacancy &amp; Other Deductions</b>           |                |                |                 |                |                |                 |
| Vacancies                                       | 23,056         | 23,143         | (87)            | 23,056         | 23,143         | (87)            |
| Manager's Unit                                  | 1,230          | 905            | 325             | 1,230          | 905            | 325             |
| Utility Allowance                               | 265            | -              | 265             | 265            | -              | 265             |
| Rent Subsidy                                    | 54,723         | -              | 54,723          | 54,723         | -              | 54,723          |
| <b>Total Vacancy &amp; Other Deductions</b>     | <b>79,274</b>  | <b>24,048</b>  | <b>55,226</b>   | <b>79,274</b>  | <b>24,048</b>  | <b>(55,226)</b> |
| <b>Total Project Income</b>                     | <b>91,546</b>  | <b>94,386</b>  | <b>(2,840)</b>  | <b>91,546</b>  | <b>94,386</b>  | <b>(2,840)</b>  |
| Project Expenses:                               |                |                |                 |                |                |                 |
| Total O&M Expense:                              | 26,229         | 35,903         | (9,674)         | 26,229         | 35,903         | (9,674)         |
| Total Utilities:                                | 1,615          | 10,841         | (9,227)         | 1,615          | 10,841         | (9,227)         |
| Total Administrative Expense:                   | 13,383         | 15,387         | (2,004)         | 13,383         | 15,387         | (2,004)         |
| Total Taxes & Insurance Expense:                | 13,763         | 8,510          | 5,253           | 13,763         | 8,510          | 5,253           |
| Total Other Taxes & Insurance:                  | 1,086          | 5,356          | (4,270)         | 1,086          | 5,356          | (4,270)         |
| Total Other Project Expenses:                   | 1,703          | 2,158          | (456)           | 1,703          | 2,158          | (456)           |
| Total Mortgage & Owner's Expense:               | 15,434         | 16,059         | (625)           | 15,434         | 16,059         | (625)           |
| Total Expenses:                                 | 73,212         | 94,214         | (21,002)        | 73,212         | 94,214         | (21,002)        |
| <b>Net Profit (Loss)</b>                        | <b>18,334</b>  | <b>172</b>     | <b>18,162</b>   | <b>18,334</b>  | <b>172</b>     | <b>18,162</b>   |
| <b>Expenses</b>                                 |                |                |                 |                |                |                 |
| Total O&M Expense:                              | 26,229         | 35,903         | (9,674)         | 26,229         | 35,903         | (9,674)         |
| Total Utilities:                                | 1,615          | 10,841         | (9,227)         | 1,615          | 10,841         | (9,227)         |
| Total Administrative Expense:                   | 13,383         | 15,387         | (2,004)         | 13,383         | 15,387         | (2,004)         |
| Total Taxes & Insurance Expense:                | 13,763         | 8,510          | 5,253           | 13,763         | 8,510          | 5,253           |
| Total Other Taxes & Insurance:                  | 1,086          | 5,356          | (4,270)         | 1,086          | 5,356          | (4,270)         |
| Total Other Project Expenses:                   | 1,703          | 2,158          | (456)           | 1,703          | 2,158          | (456)           |
| Total Mortgage & Owner's Expense:               | 15,434         | 16,059         | (625)           | 15,434         | 16,059         | (625)           |
| <b>Total Expense</b>                            | <b>73,212</b>  | <b>94,214</b>  | <b>(21,002)</b> | <b>73,212</b>  | <b>94,214</b>  | <b>(21,002)</b> |
| <b>Reserve Activity</b>                         |                |                |                 |                |                |                 |
| Authorized Reserve - Other                      | 5,500          | -              | 5,500           | 5,500          | -              | (5,500)         |
| <b>Total Reserve Activity</b>                   | <b>5,500</b>   | <b>-</b>       | <b>5,500</b>    | <b>5,500</b>   | <b>-</b>       | <b>(5,500)</b>  |

**Housing Authority of the County of Butte**  
**CAPITAL FUNDS INCOME STATEMENT**  
**October 31, 2022**

**YTD %**

|                                       | Month to Date  |          |           | Year to Date   |          |           | % used      |
|---------------------------------------|----------------|----------|-----------|----------------|----------|-----------|-------------|
|                                       | Actual         | Budget   | Remaining | Actual         | Budget   | Remaining |             |
| 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              |          |           |                |          |           |             |
| Other Grant Revenue                   | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Investment Income-unrestricted        | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Investment Income-restricted          | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Fraud Recovery                        | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Other Income                          | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| <b>TOTAL REVENUES</b>                 | <b>0</b>       |          |           | <b>0</b>       |          |           |             |
| Administrative Employee Salaries      | 3,020          |          | 0         | 3,020          |          |           |             |
| Audit Fee                             | 0              | 0        |           | 0              | 0        | 0         | 0.00        |
| Advertising & Marketing               | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Admin. Fringe Benefits & Taxes        | 675            |          |           | 675            |          |           |             |
| Office Expenses                       | 411            |          | 0         | 411            |          |           |             |
| Legal Expenses                        | 0              | 0        |           | 0              | 0        | 0         | 0.00        |
| Travel                                | 0              |          |           | 0              |          |           | 0.00        |
| Allocated Overhead                    | 1,174          |          | 0         | 1,174          |          |           |             |
| Other Admin. Expenses                 | 0              | 0        |           | 0              | 0        | 0         | 0.00        |
| <b>Total Operating Admin. Costs</b>   | <b>5,281</b>   |          |           | <b>5,281</b>   |          |           |             |
| 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     | 1,785          | 0        | 0         | 1,785          | 0        | 0         | 0.00        |
| Resident Services                     | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| <b>Total Tenant Services</b>          | <b>1,785</b>   | <b>0</b> | <b>0</b>  | <b>1,785</b>   | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Water                                 | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Electricity                           | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Gas                                   | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Sewer                                 | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| <b>Total Utilities-Project</b>        | <b>0</b>       | <b>0</b> | <b>0</b>  | <b>0</b>       | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Maintenance Salaries                  | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Maintenance Materials                 | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Maintenance Contract Costs            | 8,024          | 0        | 0         | 8,024          | 0        |           | 0.00        |
| Maintenance Fringe Benefits           | 0              | 0        | 0         | 0              | 0        |           | 0.00        |
| <b>Total Maintenance Costs</b>        | <b>8,024</b>   | <b>0</b> | <b>0</b>  | <b>8,024</b>   | <b>0</b> |           | <b>0.00</b> |
| 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        |
| <b>Total Other Operating Expenses</b> | <b>0</b>       | <b>0</b> | <b>0</b>  | <b>0</b>       | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Maintenance -Extraordinary            | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Casualty Losses                       | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Housing Assistance Payments           | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| Fraud Losses                          | 0              | 0        | 0         | 0              | 0        | 0         | 0.00        |
| <b>Total Other Costs</b>              | <b>0</b>       | <b>0</b> | <b>0</b>  | <b>0</b>       | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| <b>TOTAL EXPENSES</b>                 | <b>15,090</b>  |          |           | <b>15,090</b>  |          |           |             |
| <b>RETAINED EARNINGS</b>              | <b>-15,090</b> |          |           | <b>-15,090</b> |          |           |             |

**Housing Authority of the County of Butte**  
**ROSS GRANT (FSS) INCOME STATEMENT**  
**October 31, 2022**

**YTD %**

|                                       | Month to Date |          |           | Year to Date |          |           | % used      |
|---------------------------------------|---------------|----------|-----------|--------------|----------|-----------|-------------|
|                                       | Actual        | Budget   | Remaining | Actual       | Budget   | Remaining |             |
| 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                     | 7,845         | 0        | 0         | 7,845        | 0        | 0         | 0.00        |
| Other Grant Revenue                   | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Investment Income-unrestricted        | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Investment Income-restricted          | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| 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        |
| <b>TOTAL REVENUES</b>                 | <b>7,845</b>  | <b>0</b> | <b>0</b>  | <b>7,845</b> | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Administrative Employee Salaries      | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Audit Fee                             | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Advertising & Marketing               | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Admin. Fringe Benefits & Taxes        | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Office Expenses                       | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Legal Expenses                        | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Travel                                | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Allocated Overhead                    | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Other Admin. Expenses                 | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| <b>Total Operating Admin. Costs</b>   | <b>0</b>      | <b>0</b> | <b>0</b>  | <b>0</b>     | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Tenant Service-Salaries               | 6,138         | 0        | 0         | 6,138        | 0        | 0         | 0.00        |
| Relocation Costs                      | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Employee Benefits-Tenant Services     | 1,380         | 0        | 0         | 1,380        | 0        | 0         | 0.00        |
| Resident Services                     | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| <b>Total Tenant Services</b>          | <b>7,518</b>  | <b>0</b> | <b>0</b>  | <b>7,518</b> | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Water                                 | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Electricity                           | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Gas                                   | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Sewer                                 | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| <b>Total Utilities-Project</b>        | <b>0</b>      | <b>0</b> | <b>0</b>  | <b>0</b>     | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Maintenance Salaries                  | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Maintenance Materials                 | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Maintenance Contract Costs            | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Maintenance Fringe Benefits           | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| <b>Total Maintenance Costs</b>        | <b>0</b>      | <b>0</b> | <b>0</b>  | <b>0</b>     | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Protective Services                   | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Insurance-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        |
| <b>Total Other Operating Expenses</b> | <b>0</b>      | <b>0</b> | <b>0</b>  | <b>0</b>     | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Maintenance -Extraordinary            | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Casualty Losses                       | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Housing Assistance Payments           | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| Fraud Losses                          | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| <b>Total Other Costs</b>              | <b>0</b>      | <b>0</b> | <b>0</b>  | <b>0</b>     | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| <b>TOTAL EXPENSES</b>                 | <b>7,518</b>  | <b>0</b> | <b>0</b>  | <b>7,518</b> | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| <b>RETAINED EARNINGS</b>              | <b>327</b>    | <b>0</b> | <b>0</b>  | <b>327</b>   | <b>0</b> | <b>0</b>  | <b>0.00</b> |
| Assets Purchased                      | 0             | 0        | 0         | 0            | 0        | 0         | 0.00        |
| <b>NET CASH FLOW</b>                  | <b>327</b>    | <b>0</b> | <b>0</b>  | <b>327</b>   | <b>0</b> | <b>0</b>  | <b>0.00</b> |

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  | 1,410,549  | 1,471,267  | 1,491,725  | 1,484,420  |            |            | 1,008,621   |
| BEG. INVESTED IN CAPITAL ASSETS                      | 87,296     | 87,296     | 0          | 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    | 162,334    |            |            | 1,586,653   |
| FRAUD RECOVERY                                       | 4,067      | 2,634      | 4,090      | 4,974      | 2,384      | 2,156      | 1,923      | 5,112      | 2,289      | 2,289      |            |            | 31,918      |
| INTEREST INCOME / GAIN or LOSS INV                   | 43,540     | -19,782    | 2,750      | 69,852     | 64,982     | -11,859    | 55,970     | -32,840    | -4,317     | 0          |            |            | 168,296     |
| DEPRECIATION (reduces Capital Assets)                | -2,826     | -2,826     | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            | -5,652      |
| BAD DEBT-ADMIN / OPEB YE Adj                         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            | 0           |
| ADMINISTRATIVE EXPENDITURES                          | -79,264    | -66,562    | -104,059   | -117,527   | -118,443   | -137,092   | -146,009   | -100,648   | -154,111   | -154,111   |            |            | -1,177,826  |
| ENDING ADMIN RESERVE BALANCE                         | 1,207,732  | 1,155,679  | 1,112,199  | 1,212,917  | 1,408,510  | 1,410,549  | 1,471,267  | 1,491,725  | 1,484,420  | 1,494,932  | 0          | 0          | 1,699,306   |
| YTD Change in Admin.                                 | 111,815    | 59,762     | 16,282     | 117,000    | 312,593    | 314,632    | 375,350    | 395,808    | 388,503    | 399,015    | -1,095,917 | -1,095,917 | 603,389     |
| 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   | -237,854   |            |            | 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  | 1,314,612  |            |            | 12,300,797  |
| FRAUD RECOVERY                                       | 4,067      | 2,634      | 4,090      | 4,974      | 2,384      | 2,156      | 1,923      | 5,112      | 2,289      | 2,289      |            |            | 31,918      |
| FSS FORFEITURES                                      | 0          | 512        | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            | 512         |
| BAD DEBT-HAP   | 0          | 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 | -1,287,458 |            |            | -12,733,130 |
| ENDING HAP RESERVE BALANCE                           | 258,100    | 337,110    | 242,989    | 179,976    | 128,655    | -194,516   | -216,300   | -252,650   | -237,854   | -208,411   | 0          | 0          | -129,687    |
| YTD Change in HAP                                    | -12,116    | 66,894     | -27,227    | -90,240    | -141,561   | -464,732   | -486,516   | -522,866   | -508,070   | -478,627   | -270,216   | -270,216   | -399,903    |
| 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  | 1,564,988  |            |            | 15,649,880  |
| HAP EXPENDITURES (Current Month)                     | 1,281,948  | 1,211,279  | 1,372,638  | 1,415,227  | 1,398,276  | 1,438,947  | 1,416,243  | 1,444,457  | 1,490,372  | 1,441,569  |            |            | 13,910,956  |
| CY 2020 HAP BUDGET UTILIZATION                       | 82%        | 77%        | 88%        | 90%        | 89%        | 92%        | 90%        | 92%        | 95%        | 92%        |            |            | 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 | 15,649,880 |            |            | 15,649,880  |
| TOTAL HAP EXPENDITURES (YTD)                         | 1,281,948  | 2,493,227  | 3,865,865  | 5,281,092  | 6,679,368  | 8,118,315  | 9,534,558  | 10,979,015 | 12,469,387 | 13,910,956 |            |            | 13,910,956  |
| BUDGET REMAINING (YTD)                               | 283,040    | 636,749    | 829,099    | 978,860    | 1,145,572  | 1,271,613  | 1,420,358  | 1,540,889  | 1,615,505  | 1,738,924  | -          | -          | 1,738,924   |
| 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      | 2,107      |            |            | 20,288      |
| UNIT MONTH'S AVAILABLE                               | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      |            |            | 22,360      |
| OVER or (UNDER) LEASED                               | -279       | -252       | -243       | -225       | -212       | -188       | -192       | -184       | -168       | -129       |            |            | -2,072      |
| CY 2022 VOUCHER UTILIZATION                          | 88%        | 89%        | 89%        | 90%        | 91%        | 92%        | 91%        | 92%        | 92%        | 94%        |            |            | 91%         |
| CY 2021 VOUCHER UTILIZATION                          | 84%        | 84%        | 85%        | 86%        | 87%        | 88%        | 87%        | 86%        | 87%        | 87%        |            |            | 87%         |
| CY 2022 AVERAGE HAP                                  | 655        | 611        | 689        | 704        | 691        | 703        | 693        | 704        | 721        | 684        |            |            | 686         |
| CY 2021 AVERAGE HAP                                  | 637        | 631        | 634        | 632        | 632        | 618        | 595        | 601        | 599        | 614        |            |            | 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  | 1,410,549  | 1,471,267  | 1,491,725  | 1,484,420  |            |            | 1,008,621   |
| BEG. INVESTED IN CAPITAL ASSETS                      | 87,296     | 87,296     | 0          | 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    | 162,334    |            |            | 1,586,653   |
| FRAUD RECOVERY                                       | 4,067      | 2,634      | 4,090      | 4,974      | 2,384      | 2,156      | 1,923      | 5,112      | 2,289      | 2,289      |            |            | 31,918      |
| INTEREST INCOME / GAIN or LOSS INV                   | 43,540     | -19,782    | 2,750      | 69,852     | 64,982     | -11,859    | 55,970     | -32,840    | -4,317     | 0          |            |            | 168,296     |
| DEPRECIATION (reduces Capital Assets)                | -2,826     | -2,826     | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            | -5,652      |
| BAD DEBT-ADMIN / OPEB YE Adj                         | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            | 0           |
| ADMINISTRATIVE EXPENDITURES                          | -79,264    | -66,562    | -104,059   | -117,527   | -118,443   | -137,092   | -146,009   | -100,648   | -154,111   | -154,111   |            |            | -1,177,826  |
| ENDING ADMIN RESERVE BALANCE                         | 1,207,732  | 1,155,679  | 1,112,199  | 1,212,917  | 1,408,510  | 1,410,549  | 1,471,267  | 1,491,725  | 1,484,420  | 1,494,932  | 0          | 0          | 1,699,306   |
| YTD Change in Admin.                                 | 111,815    | 59,762     | 16,282     | 117,000    | 312,593    | 314,632    | 375,350    | 395,808    | 388,503    | 399,015    | -1,095,917 | -1,095,917 | 603,389     |
| 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   | -237,854   |            |            | 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  | 1,314,612  |            |            | 12,300,797  |
| FRAUD RECOVERY                                       | 4,067      | 2,634      | 4,090      | 4,974      | 2,384      | 2,156      | 1,923      | 5,112      | 2,289      | 2,289      |            |            | 31,918      |
| FSS FORFEITURES                                      | 0          | 512        | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          |            |            | 512         |
| BAD DEBT-HAP   | 0          | 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 | -1,287,458 |            |            | -12,733,130 |
| ENDING HAP RESERVE BALANCE                           | 258,100    | 337,110    | 242,989    | 179,976    | 128,655    | -194,516   | -216,300   | -252,650   | -237,854   | -208,411   | 0          | 0          | -129,687    |
| YTD Change in HAP                                    | -12,116    | 66,894     | -27,227    | -90,240    | -141,561   | -464,732   | -486,516   | -522,866   | -508,070   | -478,627   | -270,216   | -270,216   | -399,903    |
| 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  | 1,564,988  |            |            | 15,649,880  |
| HAP EXPENDITURES (Current Month)                     | 1,281,948  | 1,211,279  | 1,372,638  | 1,415,227  | 1,398,276  | 1,438,947  | 1,416,243  | 1,444,457  | 1,490,372  | 1,441,569  |            |            | 13,910,956  |
| CY 2020 HAP BUDGET UTILIZATION                       | 82%        | 77%        | 88%        | 90%        | 89%        | 92%        | 90%        | 92%        | 95%        | 92%        |            |            | 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 | 15,649,880 |            |            | 15,649,880  |
| TOTAL HAP EXPENDITURES (YTD)                         | 1,281,948  | 2,493,227  | 3,865,865  | 5,281,092  | 6,679,368  | 8,118,315  | 9,534,558  | 10,979,015 | 12,469,387 | 13,910,956 |            |            | 13,910,956  |
| BUDGET REMAINING (YTD)                               | 283,040    | 636,749    | 829,099    | 978,860    | 1,145,572  | 1,271,613  | 1,420,358  | 1,540,889  | 1,615,505  | 1,738,924  | -          | -          | 1,738,924   |
| 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      | 2,107      |            |            | 20,288      |
| UNIT MONTH'S AVAILABLE                               | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      | 2,236      |            |            | 22,360      |
| OVER or (UNDER) LEASED                               | -279       | -252       | -243       | -225       | -212       | -188       | -192       | -184       | -168       | -129       |            |            | -2,072      |
| CY 2022 VOUCHER UTILIZATION                          | 88%        | 89%        | 89%        | 90%        | 91%        | 92%        | 91%        | 92%        | 92%        | 94%        |            |            | 91%         |
| CY 2021 VOUCHER UTILIZATION                          | 84%        | 84%        | 85%        | 86%        | 87%        | 88%        | 87%        | 86%        | 87%        | 87%        |            |            | 87%         |
| CY 2022 AVERAGE HAP                                  | 655        | 611        | 689        | 704        | 691        | 703        | 693        | 704        | 721        | 684        |            |            | 686         |
| CY 2021 AVERAGE HAP                                  | 637        | 631        | 634        | 632        | 632        | 618        | 595        | 601        | 599        | 614        |            |            | 627         |

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**

**HOUSING CHOICE VOUCHER (SECTION 8)**

**UTILIZATION SUMMARY REPORT**

**ROLLING 12 MONTH ANALYSIS**

| UNITS LEASED SUMMARY  | DEC'22 | NOV'22 | OCT'22 | SEP'22 | AUG'22 | JUL'22 | JUN'22 | MAY'22 | APR'22 | MAR'22 | FEB'22 | JAN'22 |
|-----------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| <b>BUTTE</b>          |        |        |        |        |        |        |        |        |        |        |        |        |
| ACC UNIT MONTHS       | 1973   | 1973   | 1973   | 1955   | 1955   | 1955   | 1955   | 1955   | 1955   | 1955   | 1955   | 1955   |
| CURRENT LEASED        | 1899   | 1889   | 1885   | 1892   | 1877   | 1870   | 1866   | 1849   | 1832   | 1812   | 1803   | 1777   |
| VOUCHER UTILIZATION % | 96.25% | 95.74% | 95.54% | 96.78% | 96.01% | 95.65% | 95.45% | 94.58% | 93.71% | 92.69% | 92.23% | 90.90% |
| <b>GLENN</b>          |        |        |        |        |        |        |        |        |        |        |        |        |
| ACC UNIT MONTHS       | 87     | 87     | 87     | 87     | 87     | 87     | 87     | 87     | 87     | 87     | 87     | 87     |
| CURRENT LEASED        | 62     | 61     | 61     | 61     | 62     | 62     | 63     | 64     | 65     | 65     | 65     | 65     |
| VOUCHER UTILIZATION % | 71.26% | 70.11% | 70.11% | 70.11% | 71.26% | 71.26% | 72.41% | 73.56% | 74.71% | 74.71% | 74.71% | 74.71% |
| <b>VASH</b>           |        |        |        |        |        |        |        |        |        |        |        |        |
| ACC UNIT MONTHS       | 194    | 194    | 194    | 194    | 194    | 194    | 194    | 194    | 194    | 194    | 194    | 194    |
| CURRENT LEASED        | 112    | 117    | 116    | 115    | 113    | 112    | 110    | 112    | 110    | 111    | 113    | 111    |
| VOUCHER UTILIZATION % | 57.73% | 60.31% | 59.79% | 59.28% | 58.25% | 57.73% | 56.70% | 57.73% | 56.70% | 57.22% | 58.25% | 57.22% |
| <b>TOTAL</b>          |        |        |        |        |        |        |        |        |        |        |        |        |
| ACC UNIT MONTHS       | 2254   | 2254   | 2254   | 2236   | 2236   | 2236   | 2236   | 2236   | 2236   | 2236   | 2236   | 2236   |
| CURRENT LEASED        | 2073   | 2067   | 2062   | 2068   | 2052   | 2044   | 2039   | 2025   | 2007   | 1988   | 1981   | 1953   |
| VOUCHER UTILIZATION % | 91.97% | 91.70% | 91.48% | 92.49% | 91.77% | 91.41% | 91.19% | 90.56% | 89.76% | 88.91% | 88.60% | 87.34% |

| HAP SUMMARY*         | DEC'22       | NOV'22       | OCT'22       | SEP'22       | AUG'22       | JUL'22       | JUN'22       | MAY'22       | APR'22       | MAR'22       | FEB'22       | JAN'22       |
|----------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 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 | \$ 1,588,703 |
| ACTUAL HAP           | \$ 1,301,512 | \$ 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 |
| PER UNIT COST        | \$ 628       | \$ 616       | \$ 653       | \$ 639       | \$ 651       | \$ 642       | \$ 644       | \$ 642       | \$ 645       | \$ 639       | \$ 619       | \$ 620       |
| BUDGET UTILIZATION % | 81.92%       | 80.14%       | 84.81%       | 83.21%       | 84.14%       | 82.56%       | 82.59%       | 81.88%       | 81.49%       | 80.00%       | 77.18%       | 76.25%       |

| ACTIVITY SUMMARY            | DEC'22 | NOV'22 | OCT'22 | SEP'22 | AUG'22 | JUL'22 | JUN'22 | MAY'22 | APR'22 | MAR'22 | FEB'22 | JAN'22 |
|-----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| # PORT IN BILLED            | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      | 0      |
| #PORT OUT UNDER CONTRACT    | 33     | 33     | 32     | 32     | 33     | 29     | 28     | 29     | 30     | 32     | 30     | 30     |
| ZERO HAP                    | 21     | 20     | 29     | 24     | 22     | 26     | 27     | 27     | 19     | 23     | 19     | 15     |
| UTILITY ASSISTANCE PAYMENTS | 105    | 107    | 107    | 105    | 98     | 101    | 106    | 102    | 96     | 95     | 84     | 70     |
| NEW ADMISSIONS              | **     | 21     | 21     | 24     | 48     | 38     | 40     | 29     | 49     | 27     | 30     | 30     |
| INITIAL VOUCHERS SEARCHING  | 212    | 295    | 244    | 267    | 301    | 263    | 273    | 263    | 252    | 242    | 232    | 223    |
| ACTUAL/ESTIMATED EOP        | 12     | 12     | 12     | 12     | 14     | 18     | 25     | 15     | 16     | 12     | 18     | 14     |
| REMAIN ON WAITING LIST      | 305    | 617    | 702    | 761    | 943    | 1047   | 1585   | 1753   | 1892   | 2182   | 2296   | 2429   |

\*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   | %         |
| Dec-22                             | 17** | 0    | 0                 | 0                  | 1     | 1      | 0       | 3         | 12***    | 0       | 0          | 5     | 97.1%     |
| Nov-22                             | 14** | 0    | 0                 | 1                  | 1     | 1      | 1       | 1         | 12***    | 0       | 0          | 4     | 97.7%     |
| Oct-22                             | 13** | 0    | 0                 | 0                  | 0     | 0      | 1       | 0         | 12***    | 0       | 0          | 1     | 99.4%     |
| 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%     |

\* 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   | %         |
| Dec-22                        | 2       | 0     | 3     | 2        | 2     | 1        | 0        | 10    | 97.1%     |
| Nov-22                        | 2       | 0     | 0     | 1        | 2     | 1        | 0        | 6     | 98.3%     |
| Oct-22                        | 3       | 1     | 1     | 0        | 2     | 1        | 1        | 9     | 97.4%     |
| 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%     |

| BANYARD MGMT |               |
|--------------|---------------|
| Location     | Chico Commons |
| # of Units   | 72            |
| Dec-22       | 4             |
| 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             |

| BCAHDC     |               |                   |              |                |
|------------|---------------|-------------------|--------------|----------------|
| Location   | 1200 Park Ave | Gridley Springs I | Harvest Park | Walker Commons |
| # of Units | 107           | 32                | 90           | 56             |
| Dec-22     | 1             | 0                 | 2            | 0              |
| Nov-22     | 1             | 0                 | 2            | 0              |
| Oct-22     | 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              |



## Public Housing

### Waiting List: Number of Applicants

| Bedroom Size | Chico            | est wait | Oroville | est wait | Gridley/Biggs | est wait |
|--------------|------------------|----------|----------|----------|---------------|----------|
| 1            | 17 Transfer list | 6+       | 278      | 6+       | 213           | 6+       |
| 2            | 164              | 2+       |          |          | 79            | 2+       |
| 3            | 86               | 1+       | 64       | 1+       | 62            | 2+       |
| 4            | 34               | 5+       |          |          | 13            | 4+       |
| 5            |                  |          |          |          | 3             | 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    | 44       |      | 28            | 2    |
| 2            | 4     | 7    |          |      | 3             |      |
| 3            | 4     | 2    | 3        | 6    | 2             |      |
| 4            | 0     | 4+   |          |      | 0             |      |
| 5            |       |      |          |      | 0             |      |

## MEMO

Date: December 9, 2022

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Status of HACB Construction Projects

As of December 6, 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:**

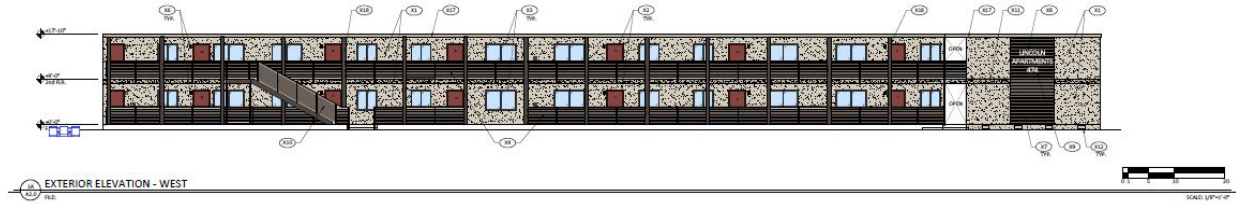
- Construction commenced on October 24, 2022.
- Construction progress is tracking slightly behind schedule due to weather-related delays and framing-related issues uncovered during demolition. The framing-related issues are actively being addressed and corrected as they are discovered.
- Exterior trim installation at the sides and rears of all buildings have been completed in preparation for a new acrylic stucco coat that will be applied starting the week of December 12<sup>th</sup>. In addition, window installation has commenced.
- Completion is scheduled for May 2023, subject to further unforeseen conditions.



*December 09, 2022  
HACB Construction Status Memo  
pg. 1*

## Lincoln Apartments, Chico:

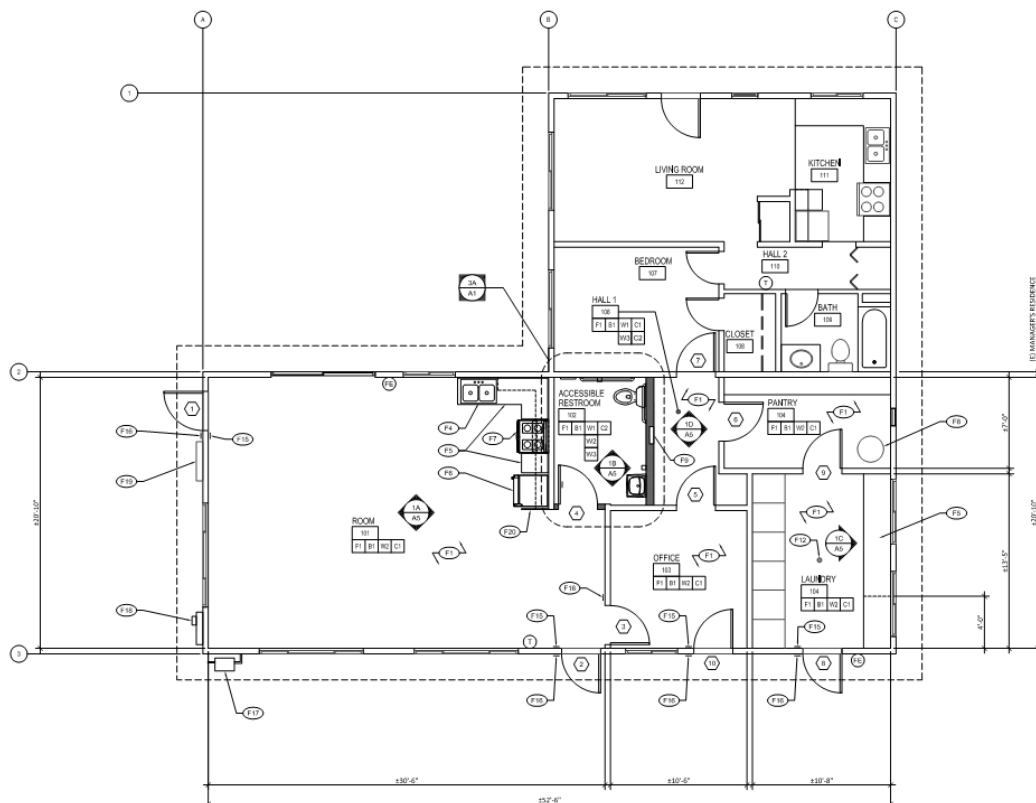
- The Construction Documents (plans and specifications) are 100% complete.
- The building permit was approved by the City of Chico on November 8, 2022.
- The Invitation to Bid for construction is to ready to be prepared.



*Lincoln Apts., Chico –Planning Submittal Color Rendering*

## Park Place Apartments, Oroville:

- The Construction Documents (plans and specifications) are 100% complete.
- The project has been approved by the Building Division, and is expected to be approved by the Planning Division on or before December 23, 2022.



*Park Place Apts., Oroville – Community Room Floor Plan*

*December 09, 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.

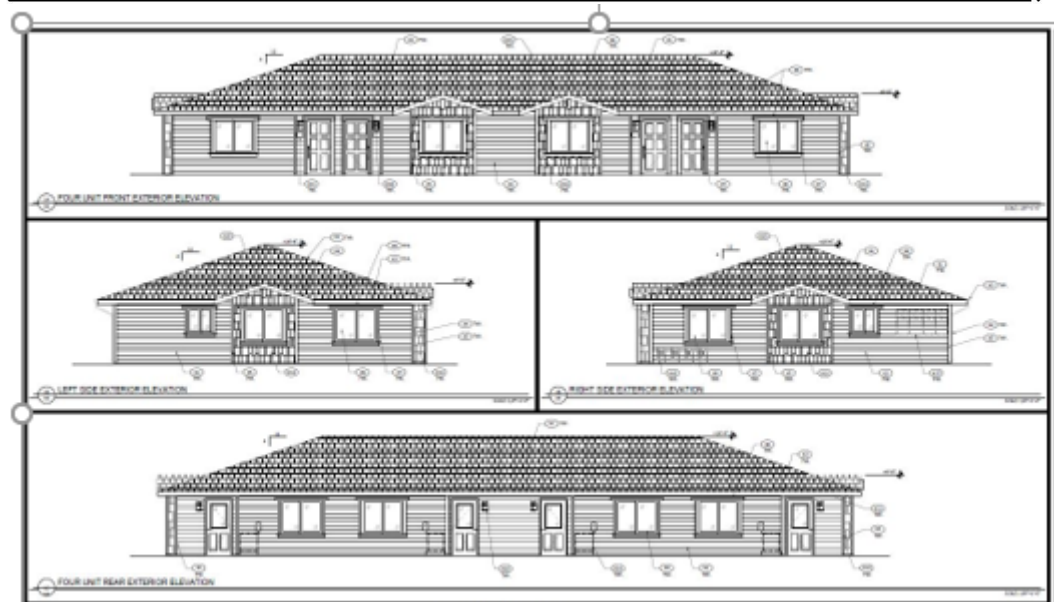
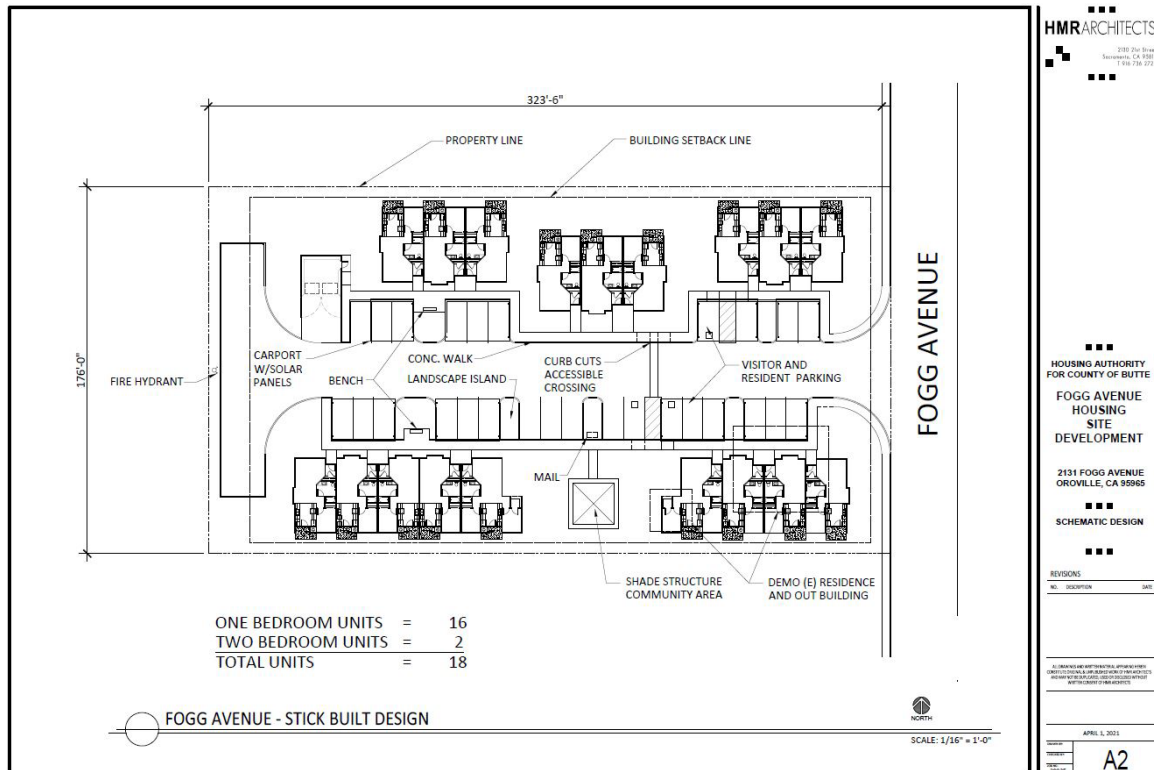
- Financing is being sought for reconstruction. Thus far, 2020A Bond proceeds and PG&E Claim funds have been identified. CDBG-DR funds have been applied for, and State MHP funds are being considered.
- A CDBG-DR application has been submitted to the Town of Paradise for \$2,724,004.
- The building permit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



*December 09, 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.



December 09, 2022  
HACB Construction Status Memo  
pg. 4

24 Month HACB Construction Project Schedule - December 9, 2022

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

|  |                    |
|--|--------------------|
|  | Design/Bid Phase   |
|  | Construction Phase |
|  | Completed          |

## MEMO

Date: December 9, 2022

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

The 501-21 Capital Fund will be fully obligated with the contract award of the Winston Gardens ADA Improvement project. The award will carry-over to obligate the 501-20 Cap Fund, whose expenditure deadline was extended by HUD. Also, replacement of exhausted interior cabinet systems will become featured in the next couple of years.

As of December 9, 2022, the status of HACB Cap Fund construction activity follows:

- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles; two (2) units have been completed during the 2022/2023 fiscal year to date; 143 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 was completed November 30<sup>th</sup> by Richards Tree Service. During the course of the initial project additional trees were identified for trimming, with completion of that work by the end of December.
- 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. Bids were received on December 6, 2022. The HACB received bids from Ginno's Construction, \$846,550.00 and Experts In Your Home, \$866,976.00.
- 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 went out to bid November 09, 2022, with bids due December 20, 2022.

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

December 9, 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 obligations planned for 501-21 funds have been reassigned to 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 12-09-2022  
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   | Balance      |
| Line No. | Summary by Development Account |  |            |         |            |            |            |         |            |            |              |         |            |          |              |            |              |
|          | Total Non-CGP Funds            |  |            |         |            |            |            |         |            |            |              |         |            |          |              |            |              |
| 1        | 100                            | Reserved Budget  |            |         |            |            |            |         |            |            |              |         |            |          | -            | -          | -            |
| 2        | 1406                           | Operations (25% Max)   | 90,000.00  |         | 90,000.00  | 90,000.00  | 27,875.00  |         |            |            | 58,149.00    |         |            |          | 176,024.00   | 90,000.00  | 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 | 111,325.00   |
| 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  | 62,447.34  | 75,000.00    |         |            |          | 240,000.00   | 62,447.34  | 177,552.66   |
| 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 | 861,762.00   |         | -          | -        | 2,174,242.00 | 120,147.42 | 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 | 264,779.99 | 1,113,256.00 | -       | 111,325.00 | -        | 2,901,960.00 | 451,463.76 | 2,450,496.24 |
|          |                                |  |            |         | 21%        | 21%        |            |         | 48%        | 29%        |              |         | 10%        | 0%       |              |            |              |

HUD Low Income Public Housing

**Capital Fund Program Summary - Projects Proposed or Under Contract**

|                  |   | <b>100</b><br>Reserved<br>Budget | <b>1406</b><br>Operations | <b>1408</b><br>Mgmt.<br>Improvements | <b>1410</b><br>Admin | <b>1480</b><br>Audit | <b>1480</b><br>Fees and<br>Cost | <b>1480</b><br>General<br>Capital Activity | <b>1480</b><br>Relocation<br>Costs | <b>Totals</b> | <b>"UC"</b><br>Under<br>Contract |
|------------------|---|----------------------------------|---------------------------|--------------------------------------|----------------------|----------------------|---------------------------------|--|------------------------------------|---------------|----------------------------------|
| <b>Acct Code</b> | <b>Cash Available as of 10/14/2022</b>                            | -                                | 86,024.00                 | 12,000.00                            | 111,325.00           | 6,000.00             | 177,552.66                      | 2,054,094.58                               | 3,500.00                           | 2,450,496.24  |                                  |
|                  |   |                                  |                           |                                      |                      |                      |                                 |  |                                    |               |                                  |
|                  | 501-19 , 501-20, 501-21, 501-22 Funding                           |                                  |                           |                                      |                      |                      |                                 |  |                                    |               |                                  |
| <b>100</b>       | <b>Reserved Budget</b>  | -                                |                           |                                      |                      |                      |                                 |  |                                    | -             |                                  |
| <b>1406</b>      | <b>Operations</b>   |                                  | 86,024.00                 |                                      |                      |                      |                                 |  |                                    | 86,024.00     |                                  |
| <b>1408</b>      | <b>Management Improvements</b>                                    |                                  |                           | 12,000.00                            |                      |                      |                                 |  |                                    | 12,000.00     |                                  |
| <b>1411</b>      | <b>Audit Cost Cap Fund</b>  |                                  |                           |                                      |                      | 6,000.00             |                                 |  |                                    | 6,000.00      |                                  |
| <b>1410</b>      | <b>Administration</b>   |                                  |                           |                                      | 111,325.00           |                      |                                 |  |                                    | 111,325.00    |                                  |
| <b>1430</b>      | <b>Fees and Costs: Arch. Service, Permits Const. Admin, Etc..</b> |                                  |                           |                                      |                      |                      | 177,552.66                      |  |                                    | 177,552.66    |                                  |

# 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 |        |        |        |        |        |        |        |        |        |        |        |        |

|                             |                             |
|-----------------------------|-----------------------------|
| <b>501-19E</b>              | <b>501-20</b>               |
| 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 |
| <b>501-21</b>               | <b>501-22</b>               |
| 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: December 9, 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 December 1, 2022, there are a total of (74) occupied units (see AWI's narrative, following). There are (2) applicants whose applications are nearly processed which may lead to move-in's this month, into units 1461 McConnell Ave. and 1533 Sussex Ave. There are (2) 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 farms businesses. Staff have a listing on Craig's List, and will be re-issuing the resident referral coupons of \$100.00 to all residents to encourage them to refer family and friends. AWI is 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 are still pending. Gutter cleaning of all the rental units and buildings will be scheduled by maintenance after all the leaves have fallen.



Mi C.A.S.A.'s monthly food distribution will be held on December 13, 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. Mi CASA student Crystal Saucedo will be recognized by the HACB for being one of the winners of the National NAHRO "What Home Means to Me" poster contest.

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 and/or demolition and/or 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 gathered the information needed to submit the grant application by the December 9<sup>th</sup>, 2022 deadline, in coordination with HACB staff.

Please also find 3<sup>rd</sup> party property manager AWI's November 2022 narrative.



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



*Resident Garden*



*"Agricultural Utopia" for Farmworkers*

**Gridley Farm Labor Housing  
November 2022**



Separate Variance Report explaining budget differences and expenditures.

**Updates:**

As of the end of October

- 74 Occupied  
New move-out #OG1471
- 9 units held offline due to next phase of rehab
- 16 units deemed uninhabitable
- 17 units available for occupancy  
Unit #AU1461 market ready. Working on Applicants.  
Unit # SU1533 Market ready. Working on applicants.  
Unit #Mar830 unit turn in process  
Unit # 1519 unit turn in process

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

The waitlist has been purged and currently there are only two applicants on hand that meet farm labor requirements. We will be delivering flyers to local farms and businesses as well as re-issuing the resident referral coupons.

**.Past Due Balances:**

- Unit #ERN863 –balance \$3,713 payment plan in place and keeping up with payments.
- Unit #AU878 – balance \$2,297 working on a payment plan.
- Unit #SU1528 – balance \$1,211.35 on a payment plan.
- Unit #Su1545 – balance \$1,148 working on a payment plan

Staff still working on estimates for the tree trimming and playground work  
Two older estimates on hand for the playground work that need to be updated.

Gutter cleaning will be scheduled after leaf fall.

We need to identify units for the ‘in house’ rehab planned for 2023 to begin collecting bids and planning work.



Gridley Farm Labor 645  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|  | Current<br>Activity | Current<br>Budget   | Current<br>Variance   | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|--|---------------------|---------------------|-----------------------|----------------------|----------------------|-----------------------|
| <b>Rental Income</b>                     |                     |                     |                       |                      |                      |                       |
| Gross Rents                              | \$ 115,408.00       | \$ 118,448.00       | \$ (3,040.00)         | \$ 230,816.00        | \$ 236,896.00        | \$ (6,080.00)         |
| Vacancies                                | (24,494.00)         | (23,142.92)         | (1,351.08)            | (47,550.00)          | (46,285.84)          | (1,264.16)            |
| Manager's Unit                           | (1,230.00)          | (1,230.00)          | 0.00                  | (2,460.00)           | (2,460.00)           | 0.00                  |
| <b>Total Tenant Rent</b>                 | <b>\$ 89,684.00</b> | <b>\$ 94,075.08</b> | <b>\$ (4,391.08)</b>  | <b>\$ 180,806.00</b> | <b>\$ 188,150.16</b> | <b>\$ (7,344.16)</b>  |
| <b>Other Project Income:</b>             |                     |                     |                       |                      |                      |                       |
| Laundry Income                           | \$ 15.45            | \$ 216.67           | \$ (201.22)           | \$ 287.55            | \$ 433.34            | \$ (145.79)           |
| Interest Income                          | 16.99               | 2.50                | 14.49                 | 23.20                | 5.00                 | 18.20                 |
| Restricted Reserve Interest Income       | 8.79                | 0.00                | 8.79                  | 13.55                | 0.00                 | 13.55                 |
| Other Tenant Income                      | 124.00              | 91.67               | 32.33                 | 529.50               | 183.34               | 346.16                |
| Utility Allowance                        | (124.00)            | 0.00                | (124.00)              | (389.00)             | 0.00                 | (389.00)              |
| <b>Other Project Income</b>              | <b>\$ 41.23</b>     | <b>\$ 310.84</b>    | <b>\$ (269.61)</b>    | <b>\$ 464.80</b>     | <b>\$ 621.68</b>     | <b>\$ (156.88)</b>    |
| <b>Total Project Income</b>              | <b>\$ 89,725.23</b> | <b>\$ 94,385.92</b> | <b>\$ (4,660.69)</b>  | <b>\$ 181,270.80</b> | <b>\$ 188,771.84</b> | <b>\$ (7,501.04)</b>  |
| <b>Project Expenses:</b>                 |                     |                     |                       |                      |                      |                       |
| Maint. & Oper. Exp. (Fr Page 2)          | \$ 22,534.02        | \$ 35,903.18        | \$ (13,369.16)        | \$ 48,762.73         | \$ 71,806.36         | \$ (23,043.63)        |
| Utilities (From Pg 2)                    | 4,203.36            | 10,841.09           | (6,637.73)            | 5,817.95             | 21,682.18            | (15,864.23)           |
| Administrative (From Pg 2)               | 10,579.25           | 15,386.92           | (4,807.67)            | 23,962.12            | 30,773.84            | (6,811.72)            |
| Taxes & Insurance (From Pg 2)            | 13,763.00           | 8,510.25            | 5,252.75              | 27,526.00            | 17,020.50            | 10,505.50             |
| Other Taxes & Insurance (Fr Page         | 1,437.03            | 5,356.07            | (3,919.04)            | 2,523.34             | 10,712.14            | (8,188.80)            |
| Other Project Expenses                   | 1,295.92            | 2,158.26            | (862.34)              | 2,998.51             | 4,316.52             | (1,318.01)            |
| <b>Total O&amp;M Expenses</b>            | <b>\$ 53,812.58</b> | <b>\$ 78,155.77</b> | <b>\$ (24,343.19)</b> | <b>\$ 111,590.65</b> | <b>\$ 156,311.54</b> | <b>\$ (44,720.89)</b> |
| <b>Mortgage &amp; Owner's Expense</b>    |                     |                     |                       |                      |                      |                       |
| Mortgage Payment                         | \$ 12,558.96        | \$ 12,558.58        | \$ .38                | \$ 25,117.92         | \$ 25,117.16         | \$ .76                |
| Asset Management Fees                    | \$ 0.00             | \$ 625.00           | \$ (625.00)           | \$ 0.00              | \$ 1,250.00          | \$ (1,250.00)         |
| Transfer - Reserves                      | 2,875.00            | 2,875.00            | 0.00                  | 5,750.00             | 5,750.00             | 0.00                  |
| <b>Total Mortgage &amp; Owner's Exp.</b> | <b>\$ 15,433.96</b> | <b>\$ 16,058.58</b> | <b>\$ (624.62)</b>    | <b>\$ 30,867.92</b>  | <b>\$ 32,117.16</b>  | <b>\$ (1,249.24)</b>  |
| <b>Total Project Expenses</b>            | <b>\$ 69,246.54</b> | <b>\$ 94,214.35</b> | <b>\$ (24,967.81)</b> | <b>\$ 142,458.57</b> | <b>\$ 188,428.70</b> | <b>\$ (45,970.13)</b> |
| <b>Net Profit (Loss)</b>                 | <b>\$ 20,478.69</b> | <b>\$ 171.57</b>    | <b>\$ 20,307.12</b>   | <b>\$ 38,812.23</b>  | <b>\$ 343.14</b>     | <b>\$ 38,469.09</b>   |
| <b>Other Cash Flow Items:</b>            |                     |                     |                       |                      |                      |                       |
| Reserve Transfers                        | \$ 4,940.79         | \$ 0.00             | \$ 4,940.79           | \$ 10,436.03         | \$ 0.00              | \$ 10,436.03          |
| T & I Transfers                          | (13,779.99)         | 0.00                | (13,779.99)           | (27,549.20)          | 0.00                 | (27,549.20)           |
| Sec Dep Owner Held                       | (940.00)            | 0.00                | (940.00)              | (2,179.00)           | 0.00                 | (2,179.00)            |
| Rent Annuity                             | 54,271.00           | 0.00                | 54,271.00             | 108,994.00           | 0.00                 | 108,994.00            |



Gridley Farm Labor 645  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                             | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity     | YTD<br>Budget    | YTD<br>Variance     |
|-----------------------------|---------------------|-------------------|---------------------|---------------------|------------------|---------------------|
| Rent Subsidy                | \$ (54,271.00)      | \$ 0.00           | \$ (54,271.00)      | \$ (108,994.00)     | \$ 0.00          | \$ (108,994.00)     |
| Authorized Reserve - Other  | (4,949.58)          | 0.00              | (4,949.58)          | (10,449.58)         | 0.00             | (10,449.58)         |
| Tenant Receivables          | 3,373.00            | 0.00              | 3,373.00            | 4,214.00            | 0.00             | 4,214.00            |
| Other Receivables           | 8,483.25            | 0.00              | 8,483.25            | 20,466.50           | 0.00             | 20,466.50           |
| Rental Assistance           | 452.00              | 0.00              | 452.00              | (14,681.00)         | 0.00             | (14,681.00)         |
| Accounts Payable - Trade    | (11,044.43)         | 0.00              | (11,044.43)         | (6,293.05)          | 0.00             | (6,293.05)          |
| Accrued Property Taxes      | 2,117.50            | 0.00              | 2,117.50            | 4,235.00            | 0.00             | 4,235.00            |
| Total Other Cash Flow Items | \$ (11,347.46)      | \$ 0.00           | \$ (11,347.46)      | \$ (21,800.30)      | \$ 0.00          | \$ (21,800.30)      |
| Net Operating Cash Change   | <u>\$ 9,131.23</u>  | <u>\$ 171.57</u>  | <u>\$ 8,959.66</u>  | <u>\$ 17,011.93</u> | <u>\$ 343.14</u> | <u>\$ 16,668.79</u> |

| Cash Accounts              | End Balance<br>1 Year Ago | Current<br>Balance | Change       |
|----------------------------|---------------------------|--------------------|--------------|
| Operating - FFB            | \$ 4,984.28               | \$ 21,996.21       | \$ 17,011.93 |
| Tax & Insurance - FFB      | 86,994.79                 | 114,543.99         | 27,549.20    |
| RD Reserves - FFB          | 53,543.24                 | 48,857.21          | (4,686.03)   |
| Cash - Owner Held Reserves | 396,699.00                | 396,699.00         | 0.00         |

|                                    |           |          |            |
|------------------------------------|-----------|----------|------------|
| Payables & Receivables:            |           |          |            |
| Accounts Payable - Trade           | 8,261.39  | 1,968.34 | (6,293.05) |
| Rents Receivable - Current Tenants | 10,062.51 | 5,848.51 | (4,214.00) |

|  | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|--|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
|--|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|

Maintenance & Operating Expenses:

|                                   |             |             |               |             |              |               |
|-----------------------------------|-------------|-------------|---------------|-------------|--------------|---------------|
| Maintenance Payroll               | \$ 3,939.11 | \$ 6,820.92 | \$ (2,881.81) | \$ 7,236.99 | \$ 13,641.84 | \$ (6,404.85) |
| Janitorial/Cleaning Supplies      | 94.40       | 79.75       | 14.65         | 106.76      | 159.50       | (52.74)       |
| Plumbing Repairs                  | 0.00        | 832.92      | (832.92)      | 2,760.90    | 1,665.84     | 1,095.06      |
| Painting & Decorating             | 62.14       | 199.42      | (137.28)      | 132.12      | 398.84       | (266.72)      |
| Repairs & Maintenance - Supply    | 1,195.12    | 1,532.33    | (337.21)      | 1,572.90    | 3,064.66     | (1,491.76)    |
| Repairs & Maintenance - Contract  | 3,410.00    | 2,252.92    | 1,157.08      | 13,218.80   | 4,505.84     | 8,712.96      |
| Grounds Maintenance               | 7,592.00    | 8,000.00    | (408.00)      | 15,900.25   | 16,000.00    | (99.75)       |
| Pest Control Service              | 490.00      | 249.42      | 240.58        | 735.00      | 498.84       | 236.16        |
| Fire/Alarm Services               | 135.00      | 1,588.50    | (1,453.50)    | 135.00      | 3,177.00     | (3,042.00)    |
| Security Service                  | 1,547.00    | 0.00        | 1,547.00      | 2,856.00    | 0.00         | 2,856.00      |
| Capital Improvements - Other      | 256.62      | 11,983.33   | (11,726.71)   | 295.38      | 23,966.66    | (23,671.28)   |
| Capital Improvements - Flooring   | 0.00        | 975.00      | (975.00)      | 0.00        | 1,950.00     | (1,950.00)    |
| Capital Improvements - Appliance  | 1,891.32    | 697.25      | 1,194.07      | 1,891.32    | 1,394.50     | 496.82        |
| Capital Improvements - HVAC Repl  | 877.31      | 250.00      | 627.31        | 877.31      | 500.00       | 377.31        |
| Capital Improvements - Water Heat | 0.00        | 142.50      | (142.50)      | 0.00        | 285.00       | (285.00)      |
| Carpet Cleaning                   | 0.00        | 25.08       | (25.08)       | 0.00        | 50.16        | (50.16)       |
| HVAC Repairs                      | 1,044.00    | 53.42       | 990.58        | 1,044.00    | 106.84       | 937.16        |

Gridley Farm Labor 645  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                 | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|---------------------------------|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
| Cable Service                   | \$ 0.00             | \$ 178.75         | \$ (178.75)         | \$ 0.00         | \$ 357.50     | \$ (357.50)     |
| Tenant Services                 | 0.00                | 41.67             | (41.67)             | 0.00            | 83.34         | (83.34)         |
| Total Maint. & Operating Exp.   | \$ 22,534.02        | \$ 35,903.18      | \$ (13,369.16)      | \$ 48,762.73    | \$ 71,806.36  | \$ (23,043.63)  |
| Utilities:                      |                     |                   |                     |                 |               |                 |
| Electricity                     | \$ 66.81            | \$ 2,666.67       | \$ (2,599.86)       | \$ (154.32)     | \$ 5,333.34   | \$ (5,487.66)   |
| Water                           | 0.00                | 2,916.67          | (2,916.67)          | 0.00            | 5,833.34      | (5,833.34)      |
| Sewer                           | 0.00                | 2,174.42          | (2,174.42)          | 0.00            | 4,348.84      | (4,348.84)      |
| Heating Fuel/Other              | 1,555.87            | 583.33            | 972.54              | 1,748.51        | 1,166.66      | 581.85          |
| Garbage & Trash Removal         | 2,580.68            | 2,500.00          | 80.68               | 4,223.76        | 5,000.00      | (776.24)        |
| Total Utilities                 | \$ 4,203.36         | \$ 10,841.09      | \$ (6,637.73)       | \$ 5,817.95     | \$ 21,682.18  | \$ (15,864.23)  |
| Administrative:                 |                     |                   |                     |                 |               |                 |
| Manager's Salary                | \$ 4,205.50         | \$ 7,713.58       | \$ (3,508.08)       | \$ 8,858.62     | \$ 15,427.16  | \$ (6,568.54)   |
| Management Fees                 | 6,160.00            | 6,715.00          | (555.00)            | 11,858.00       | 13,430.00     | (1,572.00)      |
| Bad Debt Expense                | (124.00)            | 0.00              | (124.00)            | 2,570.00        | 0.00          | 2,570.00        |
| Auditing                        | 337.75              | 666.67            | (328.92)            | 675.50          | 1,333.34      | (657.84)        |
| Legal                           | 0.00                | 291.67            | (291.67)            | 0.00            | 583.34        | (583.34)        |
| Total Administrative Expense    | \$ 10,579.25        | \$ 15,386.92      | \$ (4,807.67)       | \$ 23,962.12    | \$ 30,773.84  | \$ (6,811.72)   |
| Taxes & Insurance Reserve For:  |                     |                   |                     |                 |               |                 |
| Real Estate Taxes               | \$ 0.00             | \$ 1,493.33       | \$ (1,493.33)       | \$ 0.00         | \$ 2,986.66   | \$ (2,986.66)   |
| Special Assessments             | 2,117.50            | 2,117.50          | 0.00                | 4,235.00        | 4,235.00      | 0.00            |
| Property Insurance              | 2,934.25            | 4,899.42          | (1,965.17)          | 5,868.50        | 9,798.84      | (3,930.34)      |
| Other Insurance                 | 8,711.25            | 0.00              | 8,711.25            | 17,422.50       | 0.00          | 17,422.50       |
| Total Taxes & Insurance Expense | \$ 13,763.00        | \$ 8,510.25       | \$ 5,252.75         | \$ 27,526.00    | \$ 17,020.50  | \$ 10,505.50    |
| Other Taxes & Insurance:        |                     |                   |                     |                 |               |                 |
| Payroll Taxes                   | \$ 804.58           | \$ 1,270.58       | \$ (466.00)         | \$ 1,532.15     | \$ 2,541.16   | \$ (1,009.01)   |
| Other Taxes, Fees & Permits     | 92.59               | 116.33            | (23.74)             | 137.20          | 232.66        | (95.46)         |
| Bond Premiums                   | 0.00                | 15.00             | (15.00)             | 0.00            | 30.00         | (30.00)         |
| Worker's Compensation Insurance | 357.50              | 1,075.83          | (718.33)            | 701.78          | 2,151.66      | (1,449.88)      |
| Personnel Medical Insurance     | 182.36              | 2,878.33          | (2,695.97)          | 152.21          | 5,756.66      | (5,604.45)      |
| Total Other Taxes & Insurance   | \$ 1,437.03         | \$ 5,356.07       | \$ (3,919.04)       | \$ 2,523.34     | \$ 10,712.14  | \$ (8,188.80)   |
| Other Project Expenses          |                     |                   |                     |                 |               |                 |
| Telephone & Answering Service   | \$ 170.73           | \$ 314.67         | \$ (143.94)         | \$ 291.27       | \$ 629.34     | \$ (338.07)     |
| Internet Service                | 0.00                | 135.33            | (135.33)            | 0.00            | 270.66        | (270.66)        |
| Advertising                     | 125.00              | 375.00            | (250.00)            | 125.00          | 750.00        | (625.00)        |
| Water/Coffee Service            | 23.14               | 0.00              | 23.14               | 42.88           | 0.00          | 42.88           |
| Office Supplies & Expense       | 340.63              | 504.42            | (163.79)            | 818.10          | 1,008.84      | (190.74)        |
| Postage                         | 0.00                | 41.75             | (41.75)             | 63.32           | 83.50         | (20.18)         |
| Toner/Copier Expense            | 0.00                | 27.75             | (27.75)             | 37.27           | 55.50         | (18.23)         |

Gridley Farm Labor 645  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                               | Current<br>Activity | Current<br>Budget   | Current<br>Variance   | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|-------------------------------|---------------------|---------------------|-----------------------|----------------------|----------------------|-----------------------|
| Travel & Promotion            | \$ 450.00           | \$ 611.92           | \$ (161.92)           | \$ 1,326.25          | \$ 1,223.84          | \$ 102.41             |
| Training Expense              | 186.42              | 104.17              | 82.25                 | 186.42               | 208.34               | (21.92)               |
| Credit Checking               | 0.00                | 13.42               | (13.42)               | 0.00                 | 26.84                | (26.84)               |
| Employee Meals                | 0.00                | 29.83               | (29.83)               | 108.00               | 59.66                | 48.34                 |
| Total Other Project Expenses  | <u>\$ 1,295.92</u>  | <u>\$ 2,158.26</u>  | <u>\$ (862.34)</u>    | <u>\$ 2,998.51</u>   | <u>\$ 4,316.52</u>   | <u>\$ (1,318.01)</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                | \$ 25,117.92         | \$ 25,117.16         | \$ .76                |
| Asset Management Fees         | \$ 0.00             | \$ 625.00           | \$ (625.00)           | \$ 0.00              | \$ 1,250.00          | \$ (1,250.00)         |
| Transfer - Reserves           | 2,875.00            | 2,875.00            | 0.00                  | 5,750.00             | 5,750.00             | 0.00                  |
| Total Mortgage & Owner's Exp. | <u>\$ 15,433.96</u> | <u>\$ 16,058.58</u> | <u>\$ (624.62)</u>    | <u>\$ 30,867.92</u>  | <u>\$ 32,117.16</u>  | <u>\$ (1,249.24)</u>  |
| Total Expenses                | <u>\$ 69,246.54</u> | <u>\$ 94,214.35</u> | <u>\$ (24,967.81)</u> | <u>\$ 142,458.57</u> | <u>\$ 188,428.70</u> | <u>\$ (45,970.13)</u> |
| Authorized Reserve - Other    | <u>\$ 4,949.58</u>  | <u>\$ 0.00</u>      | <u>\$ 4,949.58</u>    | <u>\$ 10,449.58</u>  | <u>\$ 0.00</u>       | <u>\$ 10,449.58</u>   |
|                               | \$ 4,949.58         | \$ 0.00             | \$ 4,949.58           | \$ 10,449.58         | \$ 0.00              | \$ 10,449.58          |

## MEMO

Date: December 9, 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.*

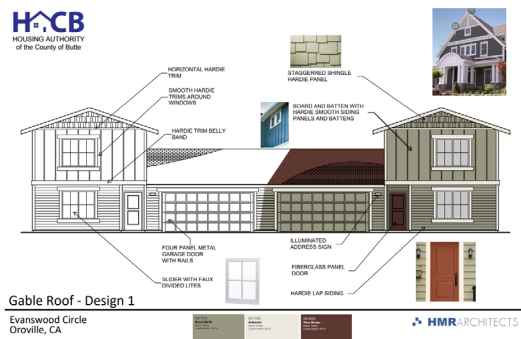
**Alamont Apartments, Chico** (30 units, family, RSC) – There are zero (0) vacancies as of the first of December. RSC's monthly narrative reviews the delinquent rent, an unlawful detainer, and monthly unit turnover. Various complex trees were trimmed in the past month. The 2020A bond-finance-identified 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 saw one (1) vacancy, but the unit has since been re-rented. Unpaid rents include three (3) units; which RSC's narrative reviews. 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. In fact, two (2) large building water heaters were replaced this past month.

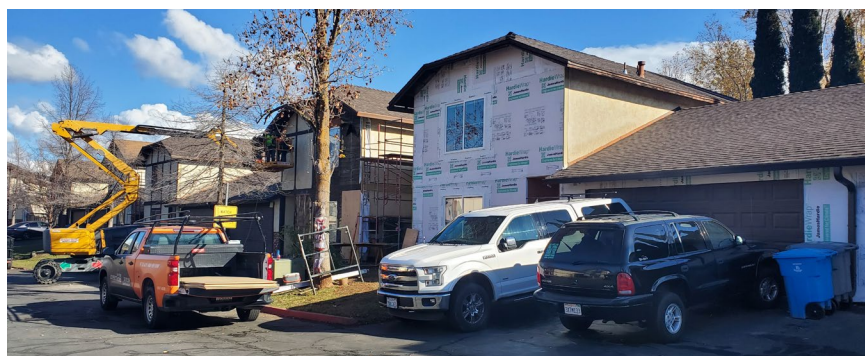


**Evanswood Estates Apartments, Oroville (31 units, family, RSC) –** The property had three (3) vacancies, two of the three have been re-rented. Only one unit is delinquent, with a partial amount due. A total of \$3 million in exterior siding replacement work is underway. The exterior siding and stucco 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)*

Units #21, 25, & 33, purchased and tracked separately, continue to be rented; there are no unpaid rents. Unit #33 is the sole unit not owned by the HACB; HACB & RSC continue to try to entice renovation participation by the unit's owner.





**Gridley Springs II**, Gridley (24 units, Family, Sackett) The property has zero (0) vacancy and one 30-day notice to vacate. Please find Sackett Corporation's financials for GS II as well as a short narrative.



**Kathy Court Apartments, Paradise** (12 units, family, RSC) – the Building Permit Application has been approved and will be secured before year end. A CDBG-DR funding application for 40% of the total development has been submitted to the Town of Paradise; comments are now being processed. Two paths for project funding are now being considered, with the project delivery date at stake. A total of \$1,800.84 remains in the Kathy Court 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 are no notices 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.



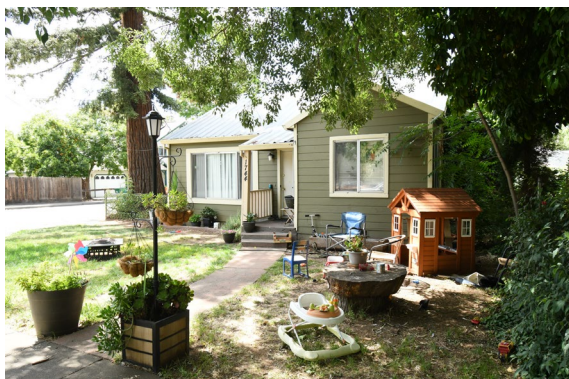
**Locust Apartments, Chico** (10 units, family, RSC) – There currently is one vacancy – though a new resident is expected to move in yet this month. One household has rent is scheduled to be collected via Section 8 subsidy. All other rents were collected. Capital Improvements continue with the replacement 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; there is one 30-day notice to

vacate. RSC's narrative covers the property rent collection for the month, where all units paid with the exception of one unit that owes partial rent. 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 explored, resulting in an 18-unit single story development proposal, serving 16 1-Br, and two 2-Br 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.





December 6, 2022

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

RE: November 2022 HACB Monthly Financial Package

Dear Mr. Mayer:

Below is a summary of the November 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 November. Unit #5 was evicted in October, and there is an approved tenant for the unit. Extensive repair work was required for turnover but is due to be completed on December 9<sup>th</sup>, and the move in is set on December 12<sup>th</sup>.
- **Rent collection** -
  - ✓ Unit #4 has a balance owing for November rent. We will be receiving two payments for November and December from Section 8 to cover these months.
  - ✓ All other tenants paid in full.
- **Capital Improvements** – there was new carpet installed and an interior painting for unit #5, which were part of the Capital Bond Project.



Mr. Ed Mayer, Executive Director  
Chico, California

### **Alamont Apartments**

#### **Monthly Highlights**

- **Occupancy** – 100% at the end of November
  - ✓ Unit #1 is a pending eviction. The most recent 3 Day to Pay was served on December 1 and the December rent has been included in the documentation sent to the attorney today.
  - ✓ Unit #22 had a move in on 11/28/22.
- **Rent collection**
  - ✓ #1 has made no payments since September and has been served a notice to pay and been sent to legal.
  - ✓ All other tenants paid in full.
  - ✓ The past tenant, Andrew Lake in unit #22, was written off to bad debt expense totaling \$12,852.76.
- **Capital Improvements** – Unit #11 had an interior paint, and there was the removal of tree limbs off of the buildings and in the parking areas, and the trimming of other trees on the property.

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

#### **Monthly Highlights:**

- **Occupancy** – 96% as of the end of November but is 100% as of the date of this letter.
  - ✓ The new tenant for unit 37-1 took possession on 12/2/2022.
- **Rent collection**
  - ✓ #41-1 has an outstanding balance for September through November utilities.
  - ✓ #49-1 has a balance due for November rent and has been served a 3 Day Notice to Pay.
  - ✓ #59-3A has an outstanding balance for October and November rent. We are expecting a check from Behavioral Health to cover this.
  - ✓ All other tenants paid in full.
- **Capital Improvements** – there was vinyl installed in unit #37-1 and water heaters were installed for buildings 41 and 45 which were part of the Capital Bond Project.

### **Evanswood Estates Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 89.28% as of the end of November but is at 96.43% as of the date of this letter.
  - ✓ Unit #40 is having turnover work done so it can be rented.

Mr. Ed Mayer, Executive Director  
Chico, California

- ✓ Unit #69 was vacant at the end of the month for November, but a tenant has been approved and moved in on 12/1/22.
- ✓ Unit #368 was vacant at the end of November, but a tenant was moved in on 12/5/22.
- **Rent Collection**
  - ✓ Unit #364 has a small outstanding balance.
  - ✓ All other tenants paid in full.
- **Capital Improvements** – Unit #61 had new carpet installed and unit #9 had a water heater, hood and GFCI outlets replaced that were part of the Capital Bond Project.

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

#### **Monthly Highlights:**

- **Occupancy** – 100% at the end of November.
- **Rent Collection** – 100% of rent was collected.

### **Kathy Court Apartments**

**Monthly Highlights:** None at this time.

### **Lincoln Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 100% as of the end of November.
  - ✓ Unit #16 had a new move in on 11/19/22.
- **Rent Collection**
  - ✓ Unit #11 and #12 had small outstanding balances at the end of November.
  - ✓ All other tenants paid in full.
- **Capital Improvements** – unit #16 had the interior painted, part of the Capital Bond Project.

### **Park Place Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 100% as of the end of November.
  - ✓ Unit #28 gave notice for a December 1 move out.
- **Rent Collection**
  - ✓ Unit #25 had partial November rent owing.
  - ✓ All other tenants paid in full.

Mr. Ed Mayer, Executive Director  
Chico, California

- **Capital Improvements** – unit #12 had a refrigerator replaced and unit #31 had a new range installed, both part of the Capital Bond Project.

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

Respectfully,

A handwritten signature in blue ink, appearing to read 'Richard Gillaspie', is written over the word 'Respectfully,'.

Richard Gillaspie  
Property Manager  
RG:ph



## GRIDLEY SPRINGS December 2022

### Property Status:

1. GSI has 0 vacant units with Zero notices to vacate
2. GSII has 0 vacant units with 1 notice to vacate.
3. The GSI (USDA) budget was finalized and approved by ownership and has been transmitted to USDA for FY23 approval.- WE HAVE NOT YET RECEIVED THE FINAL BUDGET APPROVAL FROM USDA.
4. GSI had an WNC equity investor property walk and unit inspection on 11/10/22 with NO findings.

Sincerely,  
Mac Upshaw



**HACB GRIDLEY SPRINGS II**  
**As of**  
**November 30, 2022**

| <b>CASH SUMMARY - Operating Account</b>        | <b>NOVEMBER</b>    |               | <b>2 months YTD</b> |               |
|--|--------------------|---------------|---------------------|---------------|
|  | <b>2022</b>        | <b>%%</b>     | <b>2022</b>         | <b>%%</b>     |
| Total Rent Revenue                             | 15,164.00          | 100.00%       | 30,955.00           | 100.00%       |
| Vacancies                                      | (283.00)           | -1.87%        | (493.00)            | -1.59%        |
| Net Rental Revenue                             | 14,881.00          | 98.13%        | 30,462.00           | 98.41%        |
| Other Income                                   | 13.22              | 0.09%         | 34.92               | 0.11%         |
| <b>Total Revenue</b>                           | <b>14,894.22</b>   | <b>98.22%</b> | <b>30,496.92</b>    | <b>98.52%</b> |
| <b>Expenses:</b>                               |                    |               |                     |               |
| Administrative Expenses                        | 2,771.41           | 18.28%        | 9,418.98            | 30.43%        |
| Utilities                                      | 2,258.76           | 14.90%        | 4,338.56            | 14.02%        |
| Operating & Maintenance                        | 2,846.68           | 18.77%        | 8,846.32            | 28.58%        |
| Depreciation and Amortization Expense          | 0.00               | 0.00%         | 0.00                | 0.00%         |
| Taxes & Insurance                              | 787.18             | 5.19%         | 6,152.43            | 19.88%        |
| <b>Total Expenses</b>                          | <b>8,664.03</b>    | <b>51.94%</b> | <b>28,756.29</b>    | <b>26.98%</b> |
| <b>Net Operating Income</b>                    | <b>6,230.19</b>    | <b>33.67%</b> | <b>1,740.63</b>     | <b>42.59%</b> |
| Interest and Finance Expense                   | 565.08             | 3.73%         | 1,130.16            | 3.65%         |
| Replacement Costs                              | 0.00               | 0.00%         | 0.00                | 0.00%         |
| <b>Net Cash Flow from Operations</b>           | <b>5,665.11</b>    |               | <b>610.47</b>       |               |
| <b>Plus (Minus)</b>                            |                    |               |                     |               |
| Interest Income                                | (13.22)            |               | (26.81)             |               |
| Unpaid Rent Collected (Owed)                   | (387.00)           |               | (461.00)            |               |
| Prepaid Rent Received (Absorbed)               | 151.00             |               | 136.00              |               |
| Prepaid Insurance Expense                      | 0.00               |               | 0.00                |               |
| Security Deposits Received (Refunded)          | 652.00             |               | (66.00)             |               |
| Accrued Interest (Payment)                     | 545.08             |               | 1,090.16            |               |
| <b>Net Cash Increase (Decrease)</b>            | <b>6,612.97</b>    |               | <b>1,282.82</b>     |               |
| <b>Beginning of Period Cash Balance</b>        | <b>58,376.90</b>   |               | <b>64,558.38</b>    |               |
| Contributions (Distributions) to Owner         | 0.00               |               | 0.00                |               |
| Transfer from (to) Impound Account             | (401.33)           |               | (802.66)            |               |
| Transfer From (to) Replacement Reserves        | (450.00)           |               | (900.00)            |               |
| Transfer from (to) Security account            | 0.00               |               | 0.00                |               |
| <b>Ending Cash Balance - Operating Account</b> | <b>\$64,138.54</b> |               | <b>\$64,138.54</b>  |               |
| <b>- Replacement Reserve</b>                   |                    |               | <b>\$115,577.54</b> |               |
| <b>- Tax and Insurance Impounds</b>            |                    |               | <b>\$52,808.26</b>  |               |
| <b>- Security Deposit Accounts</b>             |                    |               | <b>\$15,266.73</b>  |               |

|  | <b>Current Month</b> | <b>UNIT STATUS</b>                 | <b>Current Month</b> |
|--|----------------------|------------------------------------|----------------------|
| <b>TENANT RECEIVABLES</b>                |                      |                                    |                      |
| <b>Rent and Rent Related Receivables</b> |                      |                                    |                      |
| Balance at Beginning of Month            | 5,377.00             | Total Units                        | 24                   |
| Uncollected (Collected) During Month     | 387.00               | Vacant units at beginning of month | 1                    |
| Written off to Bad Debts                 | 0.00                 | Plus Units vacated during month    | 0                    |
| Balance at End of Month                  | <u>\$5,764.00</u>    | Less move ins and deposits to hold | 1                    |
|  |                      | Vacant units at end of month       | <u>0</u>             |

**Balance Sheet**  
**HACB GRIDLEY SPRINGS II**  
**As of**  
**November 30, 2022**

**\*\*\* ASSETS \*\*\***

|                                 |            |                   |
|---------------------------------|------------|-------------------|
| Petty Cash                      | 250.00     |                   |
| Cash - Operating                | 64,138.54  |                   |
| Cash - Replacement Reserve      | 115,577.54 |                   |
| Cash - Impound Account          | 52,808.26  |                   |
| Cash - Security Deposit Account | 15,266.73  |                   |
| <b>Total Cash</b>               |            | <b>248,041.07</b> |

**ACCOUNTS RECEIVABLE**

|                                  |          |                 |
|----------------------------------|----------|-----------------|
| Tenant Rent Receivable           | 5,764.00 |                 |
| <b>Total Accounts Receivable</b> |          | <b>5,764.00</b> |

**Prepaid Property Insurance**

|                               |      |             |
|-------------------------------|------|-------------|
|                               | 0.00 |             |
| <b>Total Prepaid Expenses</b> |      | <b>0.00</b> |

|                             |  |                   |
|-----------------------------|--|-------------------|
| <b>Total Current Assets</b> |  | <b>253,805.07</b> |
|-----------------------------|--|-------------------|

**CAPITAL IMPROVEMENTS**

|                           |              |                   |
|---------------------------|--------------|-------------------|
| Land                      | 55,276.00    |                   |
| Building                  | 497,483.59   |                   |
| Improvements              | 421,449.94   |                   |
| Accumulated Depreciation  | (219,793.41) |                   |
| <b>Total Fixed Assets</b> |              | <b>754,416.12</b> |

**TOTAL ASSETS** **1,008,221.19**

**\*\*\* LIABILITIES \*\*\***

|                                  |           |                  |
|----------------------------------|-----------|------------------|
| Accrued Interest-SHRA            | 83,890.29 |                  |
| Security Deposit Liability       | 15,199.00 |                  |
| Prepaid Rent Revenue             | 151.00    |                  |
| <b>Total Current Liabilities</b> |           | <b>99,240.29</b> |

|                                    |            |                   |
|------------------------------------|------------|-------------------|
| Note Payable                       | 218,032.00 |                   |
| <b>Total Long Term Liabilities</b> |            | <b>218,032.00</b> |

**Total Liabilities** **317,272.29**

**\*\*\* 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)      | 610.47      |                   |
| <b>Total Equity</b>                 |             | <b>690,948.90</b> |

**Total Liabilities & Equity** **1,008,221.19**

**Income Statement**  
**HACB GRIDLEY SPRINGS II**  
**As of**  
**November 30, 2022**

|   | ***** Current Month ***** |                  |                   | ***** Year-to-Date ***** |                  |                   |
|---|---------------------------|------------------|-------------------|--------------------------|------------------|-------------------|
|   | Actual                    | Budget           | Variance          | Actual                   | Budget           | Variance          |
| <b>*** REVENUES ***</b>                     |                           |                  |                   |                          |                  |                   |
| Rent Revenue - Gross Potential              |                           |                  |                   |                          |                  |                   |
| Apartment Rents                             | 14,343.00                 | 16,312.00        | (1,969.00)        | 29,290.00                | 32,624.00        | (3,334.00)        |
| Tenant Assistance Payments                  | 821.00                    | 0.00             | 821.00            | 1,665.00                 | 0.00             | 1,665.00          |
| <b>Total Revenue</b>                        | <b>15,164.00</b>          | <b>16,312.00</b> | <b>(1,148.00)</b> | <b>30,955.00</b>         | <b>32,624.00</b> | <b>(1,669.00)</b> |
| Apartment Vacancies                         | (283.00)                  | (326.00)         | 43.00             | (493.00)                 | (652.48)         | 159.48            |
| <b>Total Vacancies</b>                      | <b>(283.00)</b>           | <b>(326.00)</b>  | <b>43.00</b>      | <b>(493.00)</b>          | <b>(652.48)</b>  | <b>159.48</b>     |
| <b>NET RENTAL REVENUE</b>                   | <b>14,881.00</b>          | <b>15,986.00</b> | <b>(1,105.00)</b> | <b>30,462.00</b>         | <b>31,971.52</b> | <b>(1,509.52)</b> |
| Interest Income-Other Cash                  | 12.37                     | 0.00             | 12.37             | 25.08                    | 0.00             | 25.08             |
| Interest Income-Sec Deposits                | 0.85                      | 0.00             | 0.85              | 1.73                     | 0.00             | 1.73              |
| <b>Total Financial Revenue</b>              | <b>13.22</b>              | <b>0.00</b>      | <b>13.22</b>      | <b>26.81</b>             | <b>0.00</b>      | <b>26.81</b>      |
| Misc Tenant Charges/Damages & Cleaning      | 0.00                      | 545.00           | (545.00)          | 0.00                     | 1,090.00         | (1,090.00)        |
| 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                             | 0.00                      | 83.00            | (83.00)           | 8.11                     | 167.00           | (158.89)          |
| <b>Total Other Revenue</b>                  | <b>0.00</b>               | <b>628.00</b>    | <b>(628.00)</b>   | <b>8.11</b>              | <b>1,257.00</b>  | <b>(1,248.89)</b> |
| <b>TOTAL REVENUE</b>                        | <b>14,894.22</b>          | <b>16,614.00</b> | <b>(1,719.78)</b> | <b>30,496.92</b>         | <b>33,228.52</b> | <b>(2,731.60)</b> |
| <b>*** EXPENSES ***</b>                     |                           |                  |                   |                          |                  |                   |
| <b>Administrative Expenses</b>              |                           |                  |                   |                          |                  |                   |
| Advertising and Promotions                  | 0.00                      | 21.00            | (21.00)           | 0.00                     | 42.00            | (42.00)           |
| 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              | 256.00                   | 256.00           | 0.00              |
| Telephone/Answering Service                 | 61.45                     | 70.00            | (8.55)            | 122.90                   | 140.00           | (17.10)           |
| 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     | 7.86                      | 0.00             | 7.86              | 7.86                     | 0.00             | 7.86              |
| Office Supplies/Expenses                    | 0.00                      | 385.00           | (385.00)          | 32.99                    | 771.00           | (738.01)          |
| Dues and Subscriptions                      | 0.00                      | 0.00             | 0.00              | 0.00                     | 0.00             | 0.00              |
| Management Fee                              | 990.00                    | 1,080.00         | (90.00)           | 2,025.00                 | 2,160.00         | (135.00)          |
| Manager Salaries                            | 1,584.10                  | 1,708.00         | (123.90)          | 3,024.20                 | 3,416.00         | (391.80)          |
| Education/Registration fees                 | 0.00                      | 83.00            | (83.00)           | 450.03                   | 167.00           | 283.03            |
| Legal Expense                               | 0.00                      | 29.00            | (29.00)           | 0.00                     | 58.00            | (58.00)           |
| Auditing Fees                               | 0.00                      | 0.00             | 0.00              | 3,500.00                 | 0.00             | 3,500.00          |
| Television/Cable Expense                    | 0.00                      | 0.00             | 0.00              | 0.00                     | 0.00             | 0.00              |
| <b>Total Administrative Expenses</b>        | <b>2,771.41</b>           | <b>3,504.00</b>  | <b>(732.59)</b>   | <b>9,418.98</b>          | <b>7,010.00</b>  | <b>2,408.98</b>   |
| <b>Utility Expenses</b>                     |                           |                  |                   |                          |                  |                   |
| Electricity                                 | 205.80                    | 310.00           | (104.20)          | 250.23                   | 620.00           | (369.77)          |
| Water                                       | 578.38                    | 500.00           | 78.38             | 1,164.41                 | 1,000.00         | 164.41            |
| Gas   | 16.59                     | 68.00            | (51.41)           | 16.59                    | 136.67           | (120.08)          |
| Sewer                                       | 841.93                    | 820.00           | 21.93             | 1,646.65                 | 1,640.00         | 6.65              |
| Garbage and Trash Removal                   | 616.06                    | 567.00           | 49.06             | 1,260.68                 | 1,133.33         | 127.35            |
| <b>Total Utility Expenses</b>               | <b>2,258.76</b>           | <b>2,265.00</b>  | <b>(6.24)</b>     | <b>4,338.56</b>          | <b>4,530.00</b>  | <b>(191.44)</b>   |
| <b>Operating &amp; Maintenance Expense</b>  |                           |                  |                   |                          |                  |                   |
| 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                            | 1,000.00                  | 0.00             | 1,000.00          | 2,316.00                 | 0.00             | 2,316.00          |
| Grounds Maintenance and Supplies            | 0.00                      | 0.00             | 0.00              | 0.00                     | 0.00             | 0.00              |
| Maintenance Personnel                       | 1,605.54                  | 1,708.00         | (102.46)          | 3,045.64                 | 3,417.00         | (371.36)          |
| Repair Materials                            | 241.14                    | 2,982.00         | (2,740.86)        | 614.22                   | 5,964.00         | (5,349.78)        |
| Repair Contract/Vendor Labor                | 0.00                      | 1,667.00         | (1,667.00)        | 2,000.00                 | 3,333.00         | (1,333.00)        |
| Electrical Repair and Supplies              | 0.00                      | 0.00             | 0.00              | 187.50                   | 0.00             | 187.50            |
| HVAC Repair/Maintenance                     | 0.00                      | 500.00           | (500.00)          | 0.00                     | 1,000.00         | (1,000.00)        |
| Appliance Repair and Maintenance            | 0.00                      | 0.00             | 0.00              | 399.12                   | 0.00             | 399.12            |
| Plumbing Repair and Supplies                | 0.00                      | 0.00             | 0.00              | 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              |
| <b>Total Operating &amp; Maint Expenses</b> | <b>2,846.68</b>           | <b>6,857.00</b>  | <b>(4,010.32)</b> | <b>8,846.32</b>          | <b>13,714.00</b> | <b>(4,867.68)</b> |

**Income Statement**  
**HACB GRIDLEY SPRINGS II**  
As of  
**November 30, 2022**

|   | ***** Current Month ***** |                  |                   | ***** Year-to-Date ***** |                  |                   |
|---|---------------------------|------------------|-------------------|--------------------------|------------------|-------------------|
|   | Actual                    | Budget           | Variance          | Actual                   | Budget           | Variance          |
| <b>Taxes &amp; Insurance Expenses</b>       |                           |                  |                   |                          |                  |                   |
| Property Taxes                              | 0.00                      | 0.00             | 0.00              | 0.00                     | 0.00             | 0.00              |
| Payroll Taxes                               | 400.72                    | 335.00           | 65.72             | 764.73                   | 670.00           | 94.73             |
| Property & Liability Insurance              | 0.00                      | 167.00           | (167.00)          | 0.00                     | 333.00           | (333.00)          |
| Worker's Compensation                       | 251.90                    | 221.00           | 30.90             | 481.54                   | 440.00           | 41.54             |
| Health/Dental Insurance                     | 134.56                    | 233.00           | (98.44)           | 271.85                   | 467.00           | (195.15)          |
| Other Insurance                             | 0.00                      | 0.00             | 0.00              | 4,634.31                 | 0.00             | 4,634.31          |
| <b>Total Taxes &amp; Insurance Expenses</b> | <b>787.18</b>             | <b>956.00</b>    | <b>(168.82)</b>   | <b>6,152.43</b>          | <b>1,910.00</b>  | <b>4,242.43</b>   |
| <b>TOTAL EXPENSES</b>                       | <b>8,664.03</b>           | <b>13,582.00</b> | <b>(4,917.97)</b> | <b>28,756.29</b>         | <b>27,164.00</b> | <b>1,592.29</b>   |
| <b>NET OPERATING INCOME (LOSS)</b>          | <b>6,230.19</b>           | <b>3,032.00</b>  | <b>3,198.19</b>   | <b>1,740.63</b>          | <b>6,064.52</b>  | <b>(4,323.89)</b> |
| <b>Interest &amp; Finance Expense</b>       |                           |                  |                   |                          |                  |                   |
| Mortgage Interest                           | 545.08                    | 0.00             | 545.08            | 1,090.16                 | 0.00             | 1,090.16          |
| Bank Fees                                   | 20.00                     | 0.00             | 20.00             | 40.00                    | 0.00             | 40.00             |
| <b>Total Interest &amp; Finance Expense</b> | <b>565.08</b>             | <b>0.00</b>      | <b>565.08</b>     | <b>1,130.16</b>          | <b>0.00</b>      | <b>1,130.16</b>   |
| <b>OPERATING PROFIT (LOSS)</b>              | <b>5,665.11</b>           | <b>3,032.00</b>  | <b>2,633.11</b>   | <b>610.47</b>            | <b>6,064.52</b>  | <b>(5,454.05)</b> |
| <b>Replacements</b>                         |                           |                  |                   |                          |                  |                   |
| 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              |
| <b>Total Cost of Replacements</b>           | <b>0.00</b>               | <b>0.00</b>      | <b>0.00</b>       | <b>0.00</b>              | <b>0.00</b>      | <b>0.00</b>       |
| <b>NET CASH FLOW FROM OPERATIONS</b>        | <b>5,665.11</b>           | <b>3,032.00</b>  | <b>2,633.11</b>   | <b>610.47</b>            | <b>6,064.52</b>  | <b>(5,454.05)</b> |



## MEMO

Date: December 9, 2022

To: HACB Board of Commissioners

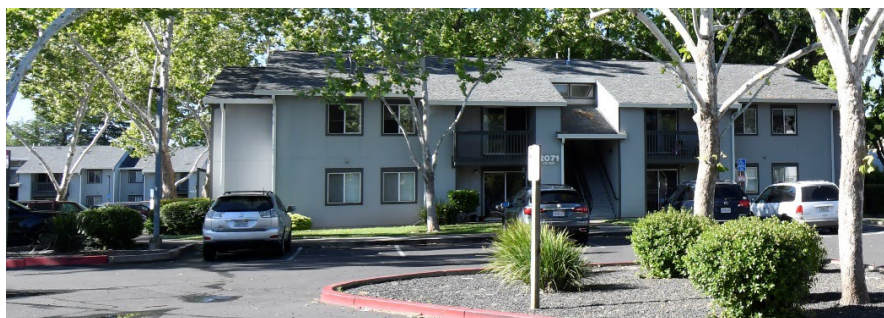
From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – LIHTC Properties

- Chico Commons Apartment, Chico (72 units, LIHTC, Family)
- Walker Commons Apartments, Chico (56 units, LIHTC, senior/disabled)
- Gridley Springs I Apartments, Gridley (32 units, LIHTC, family)
- 1200 Park Avenue Apartments, Chico (107 units, LIHTC, senior)
- Harvest Park Apartments, Chico (90 units, LIHTC, family)

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

**Chico Commons Apartments, Chico** (72 units, LIHTC, Family, MGP: Banyard Management, PM: AWI) – There currently are (4) vacancies as of the 1<sup>st</sup> of December. AWI details the expected current turnover in their monthly narrative, where three (3) vacant units have pending applications. There is two pending Unlawful Detainer being filed. Unpaid rents total 15 units; AWI again details the specific amounts owed, and associated payments through California’s Rent Relief Program (RRP). AWI is monitoring the units where Unlawful Detainers can be filed, regarding households that did not apply for RRP or continue to not pay their rental obligations. One dumpster enclosure gate has been installed on the pilot dumpster enclosure. The last two remaining dumpster areas will be renovated in 2023. New directory signage is in the process of being installed. Last, the balcony railing bids are in process. The property continues to operate subject to pandemic protocols, with leasing dynamics being watched carefully – please find AWI’s narrative property report and financials, following. The property is subject to repositioning, involving refinancing, capital improvements, and replacements. A Physical Needs Assessment of the property has been completed.





**Walker Commons Apartments, Chico** (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property enjoyed no vacancy for the third consecutive month. No vacancy = no turnover. 100% of rent was collected for November; only two units remain unpaid for December. AWI has hired a new on-site manager, Elizabeth Laufer, who is familiarizing herself with her new property.

Gutters, downspouts and fascia boards were planned to be replaced yet in 2022, but due to the complexity of replacing gutters, fascia,

windows, siding, and PTAC units altogether, this improvement work will be completed when the property is re-positioned in 2023. Passages has been contacted to provide supportive services for the residents. A holiday potluck is planned for all resident on December 19<sup>th</sup>. Please find the AWI monthly owners report following. The property is subject to repositioning, involving refinance, capital improvements and replacements. The property generates significant amounts of surplus cash, which will help with anticipated renovations.



**Gridley Springs I Apartments, Gridley** (32 units, LIHTC, Family, MGP: BCAHDC, PM: Sackett Corporation) – There are no vacancies reported by Sackett Corporation, as of the beginning of the month; there are no thirty (30) day notices to vacate. The 2023 annual budget was approved by BCAHDC,

as MGP of the owning partnership. The budget has been submitted to the USDA for final approval. There was a WNC equity investor walk and unit inspection on November 10<sup>th</sup>, with “no findings”. Please find Sackett Corporation’s Owner’s report, following.







**1200 Park Avenue Apartments, Chico** (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – There is one (1) vacancy, for which AWI is processing potential applications. Turnover included two units. Unpaid rents for December included six (6) units - the on-site manager is following up to collect. There is no update to the outstanding legal complaint, now pending scheduling of a trial. Tree trimming and wall stucco repair bids are being collected for review. The resident computer lab has two new computers. CAA Food Distribution is on-going; resident supportive services are being sought from Passages, North Valley Catholic Social Services, or other, seeking activities for property residents. The nearby elementary school will be performing a play for the residents on December 19<sup>th</sup>. Please find AWI's monthly financials and narrative following. The property is subject to repositioning, involving refinancing and capital improvements.



**Harvest Park Apartments, Chico** (90 units, LIHTC, Family, MGP: BCAHDC, PM Winn Residential) – Harvest Park currently has two (2) vacancies. There are no 30-day notices to vacate. There is unpaid rent in various units due to COVID-19, and or job loss. We continue to follow up with property manager WINN Residential, as they are waiting for California Rent Relief Program funds to be

paid on behalf of the delinquent rent households. Overall, year to date unpaid rents continue to decrease, though there are several Unlawful Detainers in process. A new resident manager has been hired, and Winn Residential is seeking a maintenance person. The property continues operations per budget. Please find WINN Residential Owner's Report following.



## Chico Commons Apartments November 2022

Separate Variance Report explaining budget differences and expenditures.

### Updates:

Chico Commons currently has 4 vacancies. Two move-ins and one move-out during the month of November.

Vacancies:

- **Unit #47** – Unit market ready as of 10/17. Current applicant not turning in paperwork. Next applicant close to an approval
- **Unit #10** – Will be market ready this Friday. Working applicant.
- **Unit #35** – Unit market ready on 9/30 with applicant close to an approval.

Upcoming Vacancies:

- **Unit #16 –Eviction/Nonpayment – lock out scheduled 12/7/22**
- **Unit #5 – Eviction / Nonpayment**

15 December rent payments outstanding, which includes those listed below with larger past due balances.

- **Unit #5; Balance \$5, 654** sent to legal.
- **Unit #8; Balance \$3,094** notice of eviction intent served.
- **Unit #14; Balance \$4,745.99** has a payment plan.
- **Unit #16; Balance \$10,237** under eviction for non-payment.
- **Unit #30; Balance \$1228** has a payment plan.
- **Unit #53; Balance \$1,269.61** working on a payment plan,

We will be monitoring closely and those that choose to not pay will go to legal.

Fabrication of the new directory signs is complete. Install scheduled for 12/8/22. Can't wait to share the 'before and after' pictures.

Staff followed up with Cody Hosier for an estimate to upgrade the 2<sup>nd</sup> floor balconies. Per Cody, he will be visiting the property this week.

Additional storage space is needed for purge items such as move-outs, rejected/withdrawn applications, accounting records, etc... investigating pricing of different options for a small storage shed.



Bids for tree trimming in process. Gutter cleaning will be completed after the tree trimming.

Replacement of the garbage enclosure (by units #1-8) is complete! The maintenance tech, Randy will paint the doors. Looks great – what an improvement.

#### **BEFORE**



#### **AFTER**



Chico Commons 549  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|  | Current<br>Activity | Current<br>Budget   | Current<br>Variance | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|--|---------------------|---------------------|---------------------|----------------------|----------------------|-----------------------|
| <b>Rental Income</b>                     |                     |                     |                     |                      |                      |                       |
| Gross Rents                              | \$ 68,586.00        | \$ 61,820.00        | \$ 6,766.00         | \$ 737,935.00        | \$ 680,020.00        | \$ 57,915.00          |
| Vacancies                                | (4,245.00)          | (2,472.83)          | (1,772.17)          | (34,254.00)          | (27,201.16)          | (7,052.84)            |
| Rent Adjustments                         | 804.00              | (245.83)            | 1,049.83            | 1,010.76             | (2,704.16)           | 3,714.92              |
| Manager's Unit                           | (796.00)            | (796.00)            | 0.00                | (8,756.00)           | (8,756.00)           | 0.00                  |
| <b>Total Tenant Rent</b>                 | <b>\$ 64,349.00</b> | <b>\$ 58,305.34</b> | <b>\$ 6,043.66</b>  | <b>\$ 695,935.76</b> | <b>\$ 641,358.68</b> | <b>\$ 54,577.08</b>   |
| <b>Other Project Income:</b>             |                     |                     |                     |                      |                      |                       |
| Laundry Income                           | \$ 1,231.02         | \$ 677.83           | \$ 553.19           | \$ 8,141.17          | \$ 7,456.16          | \$ 685.01             |
| Interest Income                          | 10.72               | 4.75                | 5.97                | 72.84                | 52.25                | 20.59                 |
| Restricted Reserve Interest Incom        | 19.87               | 0.00                | 19.87               | 182.13               | 0.00                 | 182.13                |
| Late Charges                             | 429.00              | 0.00                | 429.00              | 3,244.00             | 0.00                 | 3,244.00              |
| Other Tenant Income                      | \$ 465.00           | \$ 349.58           | \$ 115.42           | \$ 7,580.29          | \$ 3,845.41          | \$ 3,734.88           |
| Miscellaneous Income                     | \$ 0.00             | \$ 0.00             | \$ 0.00             | \$ 5,948.57          | \$ 0.00              | \$ 5,948.57           |
| <b>Other Project Income</b>              | <b>\$ 2,155.61</b>  | <b>\$ 1,032.16</b>  | <b>\$ 1,123.45</b>  | <b>\$ 25,169.00</b>  | <b>\$ 11,353.82</b>  | <b>\$ 13,815.18</b>   |
| <b>Total Project Income</b>              | <b>\$ 66,504.61</b> | <b>\$ 59,337.50</b> | <b>\$ 7,167.11</b>  | <b>\$ 721,104.76</b> | <b>\$ 652,712.50</b> | <b>\$ 68,392.26</b>   |
| <b>Project Expenses:</b>                 |                     |                     |                     |                      |                      |                       |
| Maint. & Oper. Exp. (Fr Page 2)          | \$ 20,296.41        | \$ 21,872.57        | \$ (1,576.16)       | \$ 229,552.23        | \$ 240,598.39        | \$ (11,046.16)        |
| Utilities (From Pg 2)                    | 7,782.17            | 8,643.99            | (861.82)            | 91,586.02            | 95,083.98            | (3,497.96)            |
| Administrative (From Pg 2)               | 12,360.30           | 8,925.24            | 3,435.06            | 104,282.78           | 98,177.73            | 6,105.05              |
| Taxes & Insurance (From Pg 2)            | 3,445.53            | 2,443.58            | 1,001.95            | 26,778.85            | 26,879.41            | (100.56)              |
| Other Taxes & Insurance (Fr Page         | 1,125.94            | 2,715.50            | (1,589.56)          | 12,917.96            | 29,870.50            | (16,952.54)           |
| Other Project Expenses                   | 413.14              | 1,588.33            | (1,175.19)          | 11,495.67            | 17,471.66            | (5,975.99)            |
| <b>Total O&amp;M Expenses</b>            | <b>\$ 45,423.49</b> | <b>\$ 46,189.21</b> | <b>\$ (765.72)</b>  | <b>\$ 476,613.51</b> | <b>\$ 508,081.67</b> | <b>\$ (31,468.16)</b> |
| <b>Mortgage &amp; Owner's Expense</b>    |                     |                     |                     |                      |                      |                       |
| Mortgage Payment                         | \$ 2,604.17         | \$ 2,604.17         | \$ 0.00             | \$ 28,645.87         | \$ 28,645.84         | \$ .03                |
| Reporting / Partner Management F         | \$ 1,080.00         | \$ 1,080.00         | \$ 0.00             | \$ 11,880.00         | \$ 11,880.00         | \$ 0.00               |
| Transfer - Reserves                      | 2,500.00            | 2,500.00            | 0.00                | 27,500.00            | 27,500.00            | 0.00                  |
| <b>Total Mortgage &amp; Owner's Exp.</b> | <b>\$ 6,184.17</b>  | <b>\$ 6,184.17</b>  | <b>\$ 0.00</b>      | <b>\$ 68,025.87</b>  | <b>\$ 68,025.84</b>  | <b>\$ .03</b>         |
| <b>Total Project Expenses</b>            | <b>\$ 51,607.66</b> | <b>\$ 52,373.38</b> | <b>\$ (765.72)</b>  | <b>\$ 544,639.38</b> | <b>\$ 576,107.51</b> | <b>\$ (31,468.13)</b> |
| <b>Net Profit (Loss)</b>                 | <b>\$ 14,896.95</b> | <b>\$ 6,964.12</b>  | <b>\$ 7,932.83</b>  | <b>\$ 176,465.38</b> | <b>\$ 76,604.99</b>  | <b>\$ 99,860.39</b>   |

Other Cash Flow Items:

Chico Commons 549  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                  | Current<br>Activity  | Current<br>Budget    | Current<br>Variance | YTD<br>Activity        | YTD<br>Budget          | YTD<br>Variance       |
|----------------------------------|----------------------|----------------------|---------------------|------------------------|------------------------|-----------------------|
| Reserve Transfers                | \$ (19.87)           | \$ 0.00              | \$ (19.87)          | \$ (182.13)            | \$ 0.00                | \$ (182.13)           |
| T & I Transfers                  | (659.30)             | 0.00                 | (659.30)            | (18,363.78)            | 0.00                   | (18,363.78)           |
| Operating - MMKT- FFB*           | (9.22)               | 0.00                 | (9.22)              | (100,066.86)           | 0.00                   | (100,066.86)          |
| Security Deposit - FFB           | 0.00                 | 0.00                 | 0.00                | (1,000.00)             | 0.00                   | (1,000.00)            |
| Security Deposits Held           | 660.00               | 0.00                 | 660.00              | (590.00)               | 0.00                   | (590.00)              |
| Authorized Reserve - Other       | 0.00                 | (9,801.67)           | 9,801.67            | 0.00                   | (107,818.34)           | 107,818.34            |
| Tenant Receivables               | (3,834.90)           | 0.00                 | (3,834.90)          | (17,660.76)            | 0.00                   | (17,660.76)           |
| Other Receivables                | 2,958.33             | 0.00                 | 2,958.33            | 24,600.65              | 0.00                   | 24,600.65             |
| Accounts Payable - Trade         | (3,864.57)           | 0.00                 | (3,864.57)          | (43,941.28)            | 0.00                   | (43,941.28)           |
| Accrued Interest - City of Chico | 2,604.17             | 0.00                 | 2,604.17            | (2,604.13)             | 0.00                   | (2,604.13)            |
| Partner's Equity                 | 0.00                 | 0.00                 | 0.00                | (44,487.01)            | 0.00                   | (44,487.01)           |
| Total Other Cash Flow Items      | <u>\$ (2,165.36)</u> | <u>\$ (9,801.67)</u> | <u>\$ 7,636.31</u>  | <u>\$ (204,295.30)</u> | <u>\$ (107,818.34)</u> | <u>\$ (96,476.96)</u> |
| Net Operating Cash Change        | <u>\$ 12,731.59</u>  | <u>\$ (2,837.55)</u> | <u>\$ 15,569.14</u> | <u>\$ (27,829.92)</u>  | <u>\$ (31,213.35)</u>  | <u>\$ 3,383.43</u>    |

| Cash Accounts                      | End Balance<br>1 Year Ago | Current<br>Balance | Change         |
|------------------------------------|---------------------------|--------------------|----------------|
| Operating - FFB                    | \$ 61,916.16              | \$ 34,086.24       | \$ (27,829.92) |
| Operating - MMKT- FFB*             | 117,215.39                | 217,282.25         | 100,066.86     |
| Tax & Insurance-FFB                | 2,840.05                  | 21,203.83          | 18,363.78      |
| Security Deposit - FFB             | 43,775.00                 | 44,775.00          | 1,000.00       |
| Reserve Acct-FFB                   | 71,774.45                 | 99,368.97          | 27,594.52      |
| Reserve Acct - MMKT - FFB*         | 200,021.06                | 200,108.67         | 87.61          |
| Payables & Receivables:            |                           |                    |                |
| Accounts Payable - Trade           | 40,076.71                 | (3,864.57)         | (43,941.28)    |
| Rents Receivable - Current Tenants | 17,872.90                 | 28,104.99          | 10,232.09      |
| Allowance for Doubtful Accounts    | (5,053.99)                | 0.00               | 5,053.99       |
| Other Tenant Charges Receivable    | 479.00                    | 2,853.68           | 2,374.68       |

|                                   | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|-----------------------------------|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
| Maintenance & Operating Expenses: |                     |                   |                     |                 |               |                 |
| Maintenance Payroll               | \$ 3,733.00         | \$ 4,898.33       | \$ (1,165.33)       | \$ 35,338.86    | \$ 53,881.66  | \$ (18,542.80)  |
| Janitorial/Cleaning Supplies      | 0.00                | 137.33            | (137.33)            | 402.96          | 1,510.66      | (1,107.70)      |
| Plumbing Repairs                  | 361.66              | 468.17            | (106.51)            | 3,269.80        | 5,149.84      | (1,880.04)      |
| Painting & Decorating             | 0.00                | 508.17            | (508.17)            | 5,001.62        | 5,589.84      | (588.22)        |
| Repairs & Maintenance - Supply    | 5,472.58            | 2,503.25          | 2,969.33            | 29,865.48       | 27,535.75     | 2,329.73        |
| Repairs & Maintenance - Contract  | 2,370.47            | 1,570.58          | 799.89              | 46,004.18       | 17,276.41     | 28,727.77       |
| Grounds Maintenance               | 1,650.00            | 1,552.25          | 97.75               | 20,975.00       | 17,074.75     | 3,900.25        |

Chico Commons 549  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                  | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|----------------------------------|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
| Pest Control Service             | \$ 335.00           | \$ 695.08         | \$ (360.08)         | \$ 5,980.00     | \$ 7,645.91   | \$ (1,665.91)   |
| Fire/Alarm Services              | 0.00                | 579.33            | (579.33)            | 4,039.58        | 6,372.66      | (2,333.08)      |
| Capital Improvements - Other     | 0.00                | 5,588.58          | (5,588.58)          | 24,422.54       | 61,474.41     | (37,051.87)     |
| Capital Improvements - Flooring  | 2,976.00            | 1,650.00          | 1,326.00            | 28,302.19       | 18,150.00     | 10,152.19       |
| Capital Improvements - Appliance | 2,418.70            | 937.50            | 1,481.20            | 11,142.12       | 10,312.50     | 829.62          |
| Capital Improvements - HVAC Repl | 0.00                | 0.00              | 0.00                | 9,700.00        | 0.00          | 9,700.00        |
| Carpet Cleaning                  | 139.00              | 41.33             | 97.67               | 1,178.00        | 454.66        | 723.34          |
| HVAC Repairs                     | 840.00              | 651.08            | 188.92              | 3,381.00        | 7,161.91      | (3,780.91)      |
| Cable Service                    | 0.00                | 49.92             | (49.92)             | 548.90          | 549.09        | (.19)           |
| Tenant Services                  | 0.00                | 41.67             | (41.67)             | 0.00            | 458.34        | (458.34)        |
| Total Maint. & Operating Exp.    | \$ 20,296.41        | \$ 21,872.57      | \$ (1,576.16)       | \$ 229,552.23   | \$ 240,598.39 | \$ (11,046.16)  |
| Utilities:                       |                     |                   |                     |                 |               |                 |
| Electricity                      | \$ 347.09           | \$ 584.58         | \$ (237.49)         | \$ 7,390.97     | \$ 6,430.41   | \$ 960.56       |
| Water                            | 3,187.38            | 2,746.08          | 441.30              | 31,108.66       | 30,206.91     | 901.75          |
| Sewer                            | 1,654.56            | 1,654.58          | (.02)               | 18,200.16       | 18,200.41     | (.25)           |
| Heating Fuel/Other               | 1,346.24            | 1,643.08          | (296.84)            | 15,894.20       | 18,073.91     | (2,179.71)      |
| Garbage & Trash Removal          | 1,246.90            | 2,015.67          | (768.77)            | 18,992.03       | 22,172.34     | (3,180.31)      |
| Total Utilities                  | \$ 7,782.17         | \$ 8,643.99       | \$ (861.82)         | \$ 91,586.02    | \$ 95,083.98  | \$ (3,497.96)   |
| Administrative:                  |                     |                   |                     |                 |               |                 |
| Manager's Salary                 | \$ 3,459.30         | \$ 3,587.33       | \$ (128.03)         | \$ 38,311.88    | \$ 39,460.66  | \$ (1,148.78)   |
| Management Fees                  | 3,240.00            | 3,240.00          | 0.00                | 35,640.00       | 35,640.00     | 0.00            |
| Bad Debt Expense                 | 4,861.00            | 625.00            | 4,236.00            | 17,446.00       | 6,875.00      | 10,571.00       |
| Auditing                         | 625.00              | 625.00            | 0.00                | 6,875.00        | 6,875.00      | 0.00            |
| Legal                            | 175.00              | 833.33            | (658.33)            | 6,009.90        | 9,166.66      | (3,156.76)      |
| Other Administrative Expenses    | 0.00                | 14.58             | (14.58)             | 0.00            | 160.41        | (160.41)        |
| Total Administrative Expense     | \$ 12,360.30        | \$ 8,925.24       | \$ 3,435.06         | \$ 104,282.78   | \$ 98,177.73  | \$ 6,105.05     |
| Taxes & Insurance Reserve For:   |                     |                   |                     |                 |               |                 |
| Real Estate Taxes                | \$ 0.00             | \$ 110.25         | \$ (110.25)         | \$ 0.00         | \$ 1,212.75   | \$ (1,212.75)   |
| Special Assessments              | 1,112.20            | 0.00              | 1,112.20            | 1,112.20        | 0.00          | 1,112.20        |
| Property Insurance               | 2,333.33            | 2,333.33          | 0.00                | 25,666.65       | 25,666.66     | (.01)           |
| Total Taxes & Insurance Expense  | \$ 3,445.53         | \$ 2,443.58       | \$ 1,001.95         | \$ 26,778.85    | \$ 26,879.41  | \$ (100.56)     |
| Other Taxes & Insurance:         |                     |                   |                     |                 |               |                 |
| Payroll Taxes                    | \$ 550.21           | \$ 738.42         | \$ (188.21)         | \$ 6,364.09     | \$ 8,122.59   | \$ (1,758.50)   |
| Other Taxes, Fees & Permits      | 91.12               | 192.00            | (100.88)            | 2,214.96        | 2,112.00      | 102.96          |
| Bond Premiums                    | 0.00                | 73.25             | (73.25)             | 349.00          | 805.75        | (456.75)        |
| Worker's Compensation Insurance  | 308.52              | 835.33            | (526.81)            | 3,179.80        | 9,188.66      | (6,008.86)      |
| Personnel Medical Insurance      | 176.09              | 876.50            | (700.41)            | 810.11          | 9,641.50      | (8,831.39)      |
| Total Other Taxes & Insurance    | \$ 1,125.94         | \$ 2,715.50       | \$ (1,589.56)       | \$ 12,917.96    | \$ 29,870.50  | \$ (16,952.54)  |



Chico Commons 549  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                   | Current<br>Activity | Current<br>Budget   | Current<br>Variance  | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance        |
|-----------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|------------------------|
| Other Project Expenses            |                     |                     |                      |                      |                      |                        |
| Telephone & Answering Service     | \$ 0.00             | \$ 164.75           | \$ (164.75)          | \$ 2,377.67          | \$ 1,812.25          | \$ 565.42              |
| Internet Service                  | 0.00                | 144.83              | (144.83)             | 1,612.67             | 1,593.16             | 19.51                  |
| Advertising                       | 0.00                | 54.17               | (54.17)              | 0.00                 | 595.84               | (595.84)               |
| Water/Coffee Service              | 0.00                | 0.00                | 0.00                 | 24.78                | 0.00                 | 24.78                  |
| Office Supplies & Expense         | 102.72              | 221.00              | (118.28)             | 3,673.10             | 2,431.00             | 1,242.10               |
| Postage                           | 0.00                | 82.08               | (82.08)              | 950.96               | 902.91               | 48.05                  |
| Toner/Copier Expense              | 266.62              | 188.08              | 78.54                | 1,430.90             | 2,068.91             | (638.01)               |
| Office Furniture & Equipment Expe | 0.00                | 500.00              | (500.00)             | 504.05               | 5,500.00             | (4,995.95)             |
| Travel & Promotion                | 0.00                | 70.92               | (70.92)              | 129.80               | 780.09               | (650.29)               |
| Training Expense                  | 0.00                | 62.50               | (62.50)              | 472.72               | 687.50               | (214.78)               |
| Credit Checking                   | 43.80               | 100.00              | (56.20)              | 319.02               | 1,100.00             | (780.98)               |
| Total Other Project Expenses      | \$ 413.14           | \$ 1,588.33         | \$ (1,175.19)        | \$ 11,495.67         | \$ 17,471.66         | \$ (5,975.99)          |
| Mortgage & Owner's Expense        |                     |                     |                      |                      |                      |                        |
| Mortgage Payment                  | \$ 2,604.17         | \$ 2,604.17         | \$ 0.00              | \$ 28,645.87         | \$ 28,645.84         | \$ .03                 |
| Reporting / Partner Management F  | \$ 1,080.00         | \$ 1,080.00         | \$ 0.00              | \$ 11,880.00         | \$ 11,880.00         | \$ 0.00                |
| Transfer - Reserves               | 2,500.00            | 2,500.00            | 0.00                 | 27,500.00            | 27,500.00            | 0.00                   |
| Total Mortgage & Owner's Exp.     | \$ 6,184.17         | \$ 6,184.17         | \$ 0.00              | \$ 68,025.87         | \$ 68,025.84         | \$ .03                 |
| Total Expenses                    | <u>\$ 51,607.66</u> | <u>\$ 52,373.38</u> | <u>\$ (765.72)</u>   | <u>\$ 544,639.38</u> | <u>\$ 576,107.51</u> | <u>\$ (31,468.13)</u>  |
| Authorized Reserve - Other        | \$ 0.00             | \$ 9,801.67         | \$ (9,801.67)        | \$ 0.00              | \$ 107,818.34        | \$ (107,818.34)        |
| Total Authorized Reserves         | <u>\$ 0.00</u>      | <u>\$ 9,801.67</u>  | <u>\$ (9,801.67)</u> | <u>\$ 0.00</u>       | <u>\$ 107,818.34</u> | <u>\$ (107,818.34)</u> |

## Walker Commons November 2022

Separate *Variance Report* explaining budget differences and expenditures.

### Updates:

Walker Commons currently has no vacancies. No move in's and no move outs during the month of November.

100% of November rent was collected.

To date in December, two rent payments are outstanding – PM following up to collect.

Gutter and fascia repair/replacements have been placed on hold until the realignment and larger scale upgrades take place

Staff is still seeking estimates to repair/replace exterior pillars that are showing signs of dry rot. One vendor has walked the site and their estimate is pending. This work is included in the 2023 budget draft.

We have reached out again to the Director of Passages to coordinate services for residents at Walker Commons. We have not heard back yet.

We have also continued to reach out to North Valley Catholic Social Services for information on activities for seniors. Hoping to hear back soon.

Staff is collecting estimates to install an automatic lock on the laundry room and community room to eliminate the need for staff to lock / unlock on Saturday's.

A holiday potluck for all residents will take place on December 19<sup>th</sup>.



Walker Commons 550  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|  | Current<br>Activity | Current<br>Budget   | Current<br>Variance   | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|--|---------------------|---------------------|-----------------------|----------------------|----------------------|-----------------------|
| <b>Rental Income</b>                     |                     |                     |                       |                      |                      |                       |
| Gross Rents                              | \$ 41,883.00        | \$ 37,873.00        | \$ 4,010.00           | \$ 463,939.00        | \$ 416,603.00        | \$ 47,336.00          |
| Vacancies                                | 0.00                | (378.75)            | 378.75                | (6,675.00)           | (4,166.25)           | (2,508.75)            |
| Rent Adjustments                         | (107.00)            | (44.17)             | (62.83)               | (156.16)             | (485.84)             | 329.68                |
| Manager's Unit                           | (708.00)            | (708.00)            | 0.00                  | (7,756.00)           | (7,788.00)           | 32.00                 |
| <b>Total Tenant Rent</b>                 | <b>\$ 41,068.00</b> | <b>\$ 36,742.08</b> | <b>\$ 4,325.92</b>    | <b>\$ 449,351.84</b> | <b>\$ 404,162.91</b> | <b>\$ 45,188.93</b>   |
| <b>Other Project Income:</b>             |                     |                     |                       |                      |                      |                       |
| Laundry Income                           | \$ 304.13           | \$ 173.83           | \$ 130.30             | \$ 3,392.32          | \$ 1,912.16          | \$ 1,480.16           |
| Interest Income                          | 15.23               | 6.08                | 9.15                  | 106.69               | 66.91                | 39.78                 |
| Restricted Reserve Interest Incom        | 40.62               | 0.00                | 40.62                 | 247.97               | 0.00                 | 247.97                |
| Late Charges                             | 41.00               | 0.00                | 41.00                 | 129.00               | 0.00                 | 129.00                |
| Other Tenant Income                      | 799.00              | 123.75              | 675.25                | 2,032.50             | 1,361.25             | 671.25                |
| <b>Other Project Income</b>              | <b>\$ 1,199.98</b>  | <b>\$ 303.66</b>    | <b>\$ 896.32</b>      | <b>\$ 5,908.48</b>   | <b>\$ 3,340.32</b>   | <b>\$ 2,568.16</b>    |
| <b>Total Project Income</b>              | <b>\$ 42,267.98</b> | <b>\$ 37,045.74</b> | <b>\$ 5,222.24</b>    | <b>\$ 455,260.32</b> | <b>\$ 407,503.23</b> | <b>\$ 47,757.09</b>   |
| <b>Project Expenses:</b>                 |                     |                     |                       |                      |                      |                       |
| Maint. & Oper. Exp. (Fr Page 2)          | \$ 5,677.52         | \$ 12,690.91        | \$ (7,013.39)         | \$ 115,735.22        | \$ 139,600.07        | \$ (23,864.85)        |
| Utilities (From Pg 2)                    | 3,135.40            | 3,258.67            | (123.27)              | 35,574.79            | 35,845.34            | (270.55)              |
| Administrative (From Pg 2)               | 4,120.70            | 6,769.92            | (2,649.22)            | 68,374.20            | 74,469.09            | (6,094.89)            |
| Taxes & Insurance (From Pg 2)            | 1,498.92            | 1,385.58            | 113.34                | 15,248.92            | 15,241.41            | 7.51                  |
| Other Taxes & Insurance (Fr Page         | 869.48              | 3,374.01            | (2,504.53)            | 24,519.96            | 37,114.02            | (12,594.06)           |
| Other Project Expenses                   | 308.82              | 919.00              | (610.18)              | 8,135.54             | 10,109.00            | (1,973.46)            |
| <b>Total O&amp;M Expenses</b>            | <b>\$ 15,610.84</b> | <b>\$ 28,398.09</b> | <b>\$ (12,787.25)</b> | <b>\$ 267,588.63</b> | <b>\$ 312,378.93</b> | <b>\$ (44,790.30)</b> |
| <b>Mortgage &amp; Owner's Expense</b>    |                     |                     |                       |                      |                      |                       |
| Mortgage Payment                         | \$ 1,250.00         | \$ 1,250.00         | \$ 0.00               | \$ 13,750.00         | \$ 13,750.00         | \$ 0.00               |
| Reporting / Partner Management F         | \$ 625.00           | \$ 625.00           | \$ 0.00               | \$ 6,875.00          | \$ 6,875.00          | \$ 0.00               |
| Transfer - Reserves                      | 933.34              | 933.33              | .01                   | 10,266.74            | 10,266.66            | .08                   |
| <b>Total Mortgage &amp; Owner's Exp.</b> | <b>\$ 2,808.34</b>  | <b>\$ 2,808.33</b>  | <b>\$ .01</b>         | <b>\$ 30,891.74</b>  | <b>\$ 30,891.66</b>  | <b>\$ .08</b>         |
| <b>Total Project Expenses</b>            | <b>\$ 18,419.18</b> | <b>\$ 31,206.42</b> | <b>\$ (12,787.24)</b> | <b>\$ 298,480.37</b> | <b>\$ 343,270.59</b> | <b>\$ (44,790.22)</b> |
| <b>Net Profit (Loss)</b>                 | <b>\$ 23,848.80</b> | <b>\$ 5,839.32</b>  | <b>\$ 18,009.48</b>   | <b>\$ 156,779.95</b> | <b>\$ 64,232.64</b>  | <b>\$ 92,547.31</b>   |
| <b>Other Cash Flow Items:</b>            |                     |                     |                       |                      |                      |                       |
| Reserve Transfers                        | \$ (40.62)          | \$ 0.00             | \$ (40.62)            | \$ (247.97)          | \$ 0.00              | \$ (247.97)           |
| T & I Transfers                          | (920.49)            | 0.00                | (920.49)              | 6,170.97             | 0.00                 | 6,170.97              |
| Operating - MMKT- FFB*                   | (10.82)             | 0.00                | (10.82)               | (70,090.74)          | 0.00                 | (70,090.74)           |

Walker Commons 550  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                  | Current<br>Activity  | Current<br>Budget    | Current<br>Variance  | YTD<br>Activity        | YTD<br>Budget         | YTD<br>Variance        |
|----------------------------------|----------------------|----------------------|----------------------|------------------------|-----------------------|------------------------|
| Security Deposits Held           | \$ 0.00              | \$ 0.00              | \$ 0.00              | \$ (800.00)            | \$ 0.00               | \$ (800.00)            |
| Authorized Reserve - Other       | 0.00                 | (3,083.33)           | 3,083.33             | 0.00                   | (33,916.66)           | 33,916.66              |
| Tenant Receivables               | 208.00               | 0.00                 | 208.00               | (457.00)               | 0.00                  | (457.00)               |
| Other Receivables                | 2,000.00             | 0.00                 | 2,000.00             | (3,347.00)             | 0.00                  | (3,347.00)             |
| Accounts Payable - Trade         | (2,673.93)           | 0.00                 | (2,673.93)           | (19,296.53)            | 0.00                  | (19,296.53)            |
| Accounts Payable Other           | 397.00               | 0.00                 | 397.00               | 397.00                 | 0.00                  | 397.00                 |
| Accrued Interest - City of Chico | 1,250.00             | 0.00                 | 1,250.00             | (1,250.00)             | 0.00                  | (1,250.00)             |
| Accrued Partnership Fees         | (6,875.00)           | 0.00                 | (6,875.00)           | (625.00)               | 0.00                  | (625.00)               |
| Partner's Equity                 | 0.00                 | 0.00                 | 0.00                 | (68,127.00)            | 0.00                  | (68,127.00)            |
| Total Other Cash Flow Items      | <u>\$ (6,665.86)</u> | <u>\$ (3,083.33)</u> | <u>\$ (3,582.53)</u> | <u>\$ (157,673.27)</u> | <u>\$ (33,916.66)</u> | <u>\$ (123,756.61)</u> |
| Net Operating Cash Change        | <u>\$ 17,182.94</u>  | <u>\$ 2,755.99</u>   | <u>\$ 14,426.95</u>  | <u>\$ (893.32)</u>     | <u>\$ 30,315.98</u>   | <u>\$ (31,209.30)</u>  |

| Cash Accounts                      | End Balance<br>1 Year Ago | Current<br>Balance | Change      |
|------------------------------------|---------------------------|--------------------|-------------|
| Operating - FFB                    | \$ 56,066.77              | \$ 55,173.45       | \$ (893.32) |
| Operating - MMKT- FFB*             | 185,043.59                | 255,134.33         | 70,090.74   |
| Tax & Insurance - FFB              | 37,959.45                 | 31,788.48          | (6,170.97)  |
| Security Deposit - FFB             | 20,950.00                 | 20,950.00          | 0.00        |
| Reserve Acct - FFB                 | 89,445.13                 | 99,801.15          | 10,356.02   |
| Reserve Acct MMKT-FFB*             | 345,985.70                | 346,144.39         | 158.69      |
| Payables & Receivables:            |                           |                    |             |
| Accounts Payable - Trade           | 16,622.60                 | (2,673.93)         | (19,296.53) |
| Rents Receivable - Current Tenants | (33.00)                   | 425.00             | 458.00      |
| Other Tenant Charges Receivable    | 54.00                     | 53.00              | (1.00)      |

|  | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|--|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
|--|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|

Maintenance & Operating Expenses:

|                                  |             |             |             |              |              |               |
|----------------------------------|-------------|-------------|-------------|--------------|--------------|---------------|
| Maintenance Payroll              | \$ 2,539.55 | \$ 3,498.08 | \$ (958.53) | \$ 29,001.81 | \$ 38,478.91 | \$ (9,477.10) |
| Janitorial/Cleaning Supplies     | 0.00        | 110.58      | (110.58)    | 569.52       | 1,216.41     | (646.89)      |
| Plumbing Repairs                 | 140.00      | 125.00      | 15.00       | 1,379.60     | 1,375.00     | 4.60          |
| Painting & Decorating            | 0.00        | 166.67      | (166.67)    | 1,107.28     | 1,833.34     | (726.06)      |
| Repairs & Maintenance - Supply   | 422.39      | 936.92      | (514.53)    | 9,046.51     | 10,306.09    | (1,259.58)    |
| Repairs & Maintenance - Contract | 593.83      | 1,250.00    | (656.17)    | 10,384.74    | 13,750.00    | (3,365.26)    |
| Grounds Maintenance              | 1,650.00    | 1,708.33    | (58.33)     | 20,208.35    | 18,791.66    | 1,416.69      |
| Pest Control Service             | 249.00      | 333.33      | (84.33)     | 3,715.00     | 3,666.66     | 48.34         |
| Fire/Alarm Services              | 0.00        | 208.33      | (208.33)    | 2,673.21     | 2,291.66     | 381.55        |
| Capital Improvements - Other     | 0.00        | 2,078.00    | (2,078.00)  | 26,907.51    | 22,858.00    | 4,049.51      |
| Capital Improvements - Flooring  | 0.00        | 833.33      | (833.33)    | 6,806.35     | 9,166.66     | (2,360.31)    |
| Capital Improvements - Appliance | 0.00        | 229.17      | (229.17)    | 379.06       | 2,520.84     | (2,141.78)    |

Walker Commons 550  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                  | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|----------------------------------|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
| Capital Improvements - HVAC Repl | \$ 0.00             | \$ 604.83         | \$ (604.83)         | \$ 960.46       | \$ 6,653.16   | \$ (5,692.70)   |
| Carpet Cleaning                  | 0.00                | 41.67             | (41.67)             | 784.00          | 458.34        | 325.66          |
| HVAC Repairs                     | 0.00                | 200.00            | (200.00)            | 654.00          | 2,200.00      | (1,546.00)      |
| Cable Service                    | 82.75               | 66.67             | 16.08               | 796.65          | 733.34        | 63.31           |
| Tenant Services                  | 0.00                | 300.00            | (300.00)            | 361.17          | 3,300.00      | (2,938.83)      |
| Total Maint. & Operating Exp.    | \$ 5,677.52         | \$ 12,690.91      | \$ (7,013.39)       | \$ 115,735.22   | \$ 139,600.07 | \$ (23,864.85)  |
| Utilities:                       |                     |                   |                     |                 |               |                 |
| Electricity                      | \$ 533.67           | \$ 526.25         | \$ 7.42             | \$ 6,994.81     | \$ 5,788.75   | \$ 1,206.06     |
| Water                            | 818.64              | 878.42            | (59.78)             | 8,453.60        | 9,662.59      | (1,208.99)      |
| Sewer                            | 1,286.88            | 1,312.58          | (25.70)             | 14,155.80       | 14,438.41     | (282.61)        |
| Heating Fuel/Other               | 99.21               | 144.00            | (44.79)             | 1,629.18        | 1,584.00      | 45.18           |
| Garbage & Trash Removal          | 397.00              | 397.42            | (.42)               | 4,341.40        | 4,371.59      | (30.19)         |
| Total Utilities                  | \$ 3,135.40         | \$ 3,258.67       | \$ (123.27)         | \$ 35,574.79    | \$ 35,845.34  | \$ (270.55)     |
| Administrative:                  |                     |                   |                     |                 |               |                 |
| Manager's Salary                 | \$ 975.70           | \$ 3,274.92       | \$ (2,299.22)       | \$ 33,003.20    | \$ 36,024.09  | \$ (3,020.89)   |
| Management Fees                  | 2,520.00            | 2,520.00          | 0.00                | 27,720.00       | 27,720.00     | 0.00            |
| Bad Debt Expense                 | 0.00                | 208.33            | (208.33)            | 68.00           | 2,291.66      | (2,223.66)      |
| Auditing                         | 625.00              | 625.00            | 0.00                | 6,875.00        | 6,875.00      | 0.00            |
| Legal                            | 0.00                | 125.00            | (125.00)            | 708.00          | 1,375.00      | (667.00)        |
| Other Administrative Expenses    | 0.00                | 16.67             | (16.67)             | 0.00            | 183.34        | (183.34)        |
| Total Administrative Expense     | \$ 4,120.70         | \$ 6,769.92       | \$ (2,649.22)       | \$ 68,374.20    | \$ 74,469.09  | \$ (6,094.89)   |
| Taxes & Insurance Reserve For:   |                     |                   |                     |                 |               |                 |
| Real Estate Taxes                | \$ 0.00             | \$ 10.58          | \$ (10.58)          | \$ 0.00         | \$ 116.41     | \$ (116.41)     |
| Special Assessments              | 123.92              | 0.00              | 123.92              | 123.92          | 0.00          | 123.92          |
| Property Insurance               | 1,375.00            | 1,375.00          | 0.00                | 15,125.00       | 15,125.00     | 0.00            |
| Total Taxes & Insurance Expense  | \$ 1,498.92         | \$ 1,385.58       | \$ 113.34           | \$ 15,248.92    | \$ 15,241.41  | \$ 7.51         |
| Other Taxes & Insurance:         |                     |                   |                     |                 |               |                 |
| Payroll Taxes                    | \$ 272.76           | \$ 597.50         | \$ (324.74)         | \$ 5,426.76     | \$ 6,572.50   | \$ (1,145.74)   |
| Other Taxes, Fees & Permits      | 30.66               | 295.92            | (265.26)            | 1,631.66        | 3,255.09      | (1,623.43)      |
| Bond Premiums                    | 0.00                | 56.92             | (56.92)             | 271.00          | 626.09        | (355.09)        |
| Worker's Compensation Insurance  | 129.23              | 672.92            | (543.69)            | 2,347.51        | 7,402.09      | (5,054.58)      |
| Personnel Medical Insurance      | 436.83              | 1,750.75          | (1,313.92)          | 14,843.03       | 19,258.25     | (4,415.22)      |
| Total Other Taxes & Insurance    | \$ 869.48           | \$ 3,374.01       | \$ (2,504.53)       | \$ 24,519.96    | \$ 37,114.02  | \$ (12,594.06)  |
| Other Project Expenses           |                     |                   |                     |                 |               |                 |
| Telephone & Answering Service    | \$ 136.87           | \$ 219.50         | \$ (82.63)          | \$ 2,623.29     | \$ 2,414.50   | \$ 208.79       |
| Internet Service                 | 71.95               | 70.00             | 1.95                | 861.40          | 770.00        | 91.40           |
| Advertising                      | 0.00                | 16.67             | (16.67)             | 0.00            | 183.34        | (183.34)        |
| Water/Coffee Service             | 0.00                | 2.08              | (2.08)              | 9.46            | 22.91         | (13.45)         |

Walker Commons 550  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                  | Current<br>Activity | Current<br>Budget   | Current<br>Variance   | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|----------------------------------|---------------------|---------------------|-----------------------|----------------------|----------------------|-----------------------|
| Office Supplies & Expense        | \$ 72.00            | \$ 315.50           | \$ (243.50)           | \$ 2,292.91          | \$ 3,470.50          | \$ (1,177.59)         |
| Postage                          | 0.00                | 68.25               | (68.25)               | 916.72               | 750.75               | 165.97                |
| Toner/Copier Expense             | 0.00                | 110.33              | (110.33)              | 806.51               | 1,213.66             | (407.15)              |
| Travel & Promotion               | 28.00               | 33.33               | (5.33)                | 28.00                | 366.66               | (338.66)              |
| Training Expense                 | 0.00                | 41.67               | (41.67)               | 472.72               | 458.34               | 14.38                 |
| Credit Checking                  | 0.00                | 41.67               | (41.67)               | 124.53               | 458.34               | (333.81)              |
| Total Other Project Expenses     | <u>\$ 308.82</u>    | <u>\$ 919.00</u>    | <u>\$ (610.18)</u>    | <u>\$ 8,135.54</u>   | <u>\$ 10,109.00</u>  | <u>\$ (1,973.46)</u>  |
| Lease Up Expenses                |                     |                     |                       |                      |                      |                       |
| Total Lease Up Expenses          | <u>\$ 0.00</u>      | <u>\$ 0.00</u>      | <u>\$ 0.00</u>        | <u>\$ 0.00</u>       | <u>\$ 0.00</u>       | <u>\$ 0.00</u>        |
| Mortgage & Owner's Expense       |                     |                     |                       |                      |                      |                       |
| Mortgage Payment                 | \$ 1,250.00         | \$ 1,250.00         | \$ 0.00               | \$ 13,750.00         | \$ 13,750.00         | \$ 0.00               |
| Reporting / Partner Management F | \$ 625.00           | \$ 625.00           | \$ 0.00               | \$ 6,875.00          | \$ 6,875.00          | \$ 0.00               |
| Transfer - Reserves              | 933.34              | 933.33              | .01                   | 10,266.74            | 10,266.66            | .08                   |
| Total Mortgage & Owner's Exp.    | <u>\$ 2,808.34</u>  | <u>\$ 2,808.33</u>  | <u>\$ .01</u>         | <u>\$ 30,891.74</u>  | <u>\$ 30,891.66</u>  | <u>\$ .08</u>         |
| Total Expenses                   | <u>\$ 18,419.18</u> | <u>\$ 31,206.42</u> | <u>\$ (12,787.24)</u> | <u>\$ 298,480.37</u> | <u>\$ 343,270.59</u> | <u>\$ (44,790.22)</u> |
| Authorized Reserve - Other       | <u>\$ 0.00</u>      | <u>\$ 3,083.33</u>  | <u>\$ (3,083.33)</u>  | <u>\$ 0.00</u>       | <u>\$ 33,916.66</u>  | <u>\$ (33,916.66)</u> |
|                                  | \$ 0.00             | \$ 3,083.33         | \$ (3,083.33)         | \$ 0.00              | \$ 33,916.66         | \$ (33,916.66)        |



## GRIDLEY SPRINGS December 2022

### Property Status:

1. GSI has 0 vacant units with Zero notices to vacate
2. GSII has 0 vacant units with 1 notice to vacate.
3. The GSI (USDA) budget was finalized and approved by ownership and has been transmitted to USDA for FY23 approval.- WE HAVE NOT YET RECEIVED THE FINAL BUDGET APPROVAL FROM USDA.
4. GSI had an WNC equity investor property walk and unit inspection on 11/10/22 with NO findings.

Sincerely,  
Mac Upshaw



**DHI GRIDLEY SPRINGS I**  
**As of**  
**November 30, 2022**

| <b>CASH SUMMARY - Operating Account</b>        | <b>NOVEMBER</b>    |                | <b>11 months YTD</b> |               |
|--|--------------------|----------------|----------------------|---------------|
|  | <b>2022</b>        | <b>%%</b>      | <b>2022</b>          | <b>%%</b>     |
| Total Rent Revenue                             | 25,771.08          | 100.00%        | 269,226.07           | 100.00%       |
| Vacancies                                      | 0.00               | 0.00%          | (10,315.00)          | -3.83%        |
| Net Rental Revenue                             | 25,771.08          | 100.00%        | 258,911.07           | 96.17%        |
| Other Income                                   | 339.67             | 1.32%          | 5,200.22             | 1.93%         |
| <b>Total Revenue</b>                           | <b>26,110.75</b>   | <b>101.32%</b> | <b>264,111.29</b>    | <b>98.10%</b> |
| <b>Expenses:</b>                               |                    |                |                      |               |
| Administrative Expenses                        | 5,928.62           | 23.00%         | 63,200.38            | 23.47%        |
| Utilities                                      | 3,043.88           | 11.81%         | 31,680.76            | 11.77%        |
| Operating & Maintenance                        | 4,708.78           | 18.27%         | 51,566.35            | 19.15%        |
| Depreciation and Amortization Expense          | 0.00               | 0.00%          | 0.00                 | 0.00%         |
| Taxes & Insurance                              | 897.49             | 3.48%          | 33,472.20            | 12.43%        |
| <b>Total Expenses</b>                          | <b>14,578.77</b>   | <b>53.09%</b>  | <b>179,919.69</b>    | <b>45.60%</b> |
| <b>Net Operating Income</b>                    | <b>11,531.98</b>   | <b>30.08%</b>  | <b>84,191.60</b>     | <b>30.92%</b> |
| Interest and Finance Expense                   | 4,500.32           | 17.46%         | 17,383.40            | 6.46%         |
| Replacement Costs                              | 0.00               | 0.00%          | 9,223.88             | 3.43%         |
| <b>Net Cash Flow from Operations</b>           | <b>7,031.66</b>    |                | <b>57,584.32</b>     |               |
| <b>Plus (Minus)</b>                            |                    |                |                      |               |
| Interest Income                                | (4.20)             |                | (74.29)              |               |
| Unpaid Rent Collected (Owed)                   | 392.00             |                | 1,191.00             |               |
| Unpaid Subsidy Rent Collected (Owed)           | 148.00             |                | (13,354.02)          |               |
| Prepaid Expenses                               | 583.33             |                | 7,569.87             |               |
| Impound/Escrow Funds                           | 82,731.86          |                | 72,165.00            |               |
| Prepaid Rent Received (Absorbed)               | (125.48)           |                | 108.73               |               |
| Security Deposits Received (Refunded)          | 0.00               |                | 1,057.00             |               |
| Mortgage Principle payment                     | (2,709.04)         |                | (29,724.56)          |               |
| <b>Net Cash Increase (Decrease)</b>            | <b>88,048.13</b>   |                | <b>96,523.05</b>     |               |
| <b>Beginning of Period Cash Balance</b>        | <b>16,231.93</b>   |                | <b>7,984.82</b>      |               |
| Owner Contribution                             | (83,357.00)        |                | (83,357.00)          |               |
| Transfer from (to) Savings                     | 0.00               |                | 0.00                 |               |
| Transfer From (To) Impound Account             | 0.00               |                | 0.00                 |               |
| Transfer from (to) Security account            | 0.00               |                | (227.81)             |               |
| <b>Ending Cash Balance - Operating Account</b> | <b>\$20,923.06</b> |                | <b>\$20,923.06</b>   |               |
| <b>- Security Deposit Accounts</b>             |                    |                | <b>\$16,958.91</b>   |               |
| <b>- USDA Reserves</b>                         |                    |                | <b>\$92,971.72</b>   |               |

|  | <b>Current Month</b> | <b>UNIT STATUS</b>                 | <b>Current Month</b> |
|--|----------------------|------------------------------------|----------------------|
| <b>TENANT RECEIVABLES</b>                                |                      |                                    |                      |
| <b>Rent and Rent Related Receivables</b>                 |                      |                                    |                      |
| Balance at Beginning of Month                            | 5,563.00             | Total Units                        | 32                   |
| Uncollected (Collected) During Month                     | (392.00)             | Vacant units at beginning of month | 0                    |
| Written off to Bad Debts                                 | 0.00                 | Plus Units vacated during month    | 0                    |
| Balance at End of Month                                  | <u>\$5,171.00</u>    | Less move ins and deposits to hold | 0                    |
|  |                      | Vacant units at end of month       | <u>0</u>             |
| <b>Move out Repairs, Cleaning &amp; Legal Fees, etc.</b> |                      |                                    |                      |
| Balance at Beginning of Month                            | 0.00                 |                                    |                      |
| Uncollected (Collected) During Month                     | 0.00                 |                                    |                      |
| Written off to Bad Debts                                 | 0.00                 |                                    |                      |
| <b>Balance at End of Month</b>                           | <u>\$0.00</u>        |                                    |                      |



**Balance Sheet**  
**DHI GRIDLEY SPRINGS I**  
**As of**  
**November 30, 2022**

**\*\*\* ASSETS \*\*\***

|  |            |                   |
|--|------------|-------------------|
| Petty Cash                               | 250.00     |                   |
| Cash - Operating                         | 20,923.06  |                   |
| Cash - USDA Reserve                      | 92,971.72  |                   |
| Cash - Security Deposit Account          | 16,958.91  |                   |
| Cash - Charles Schwab-Transition Reserve | 76,634.00  |                   |
| Cash - Charles Schwab-Operating Deficit  | 112,309.00 |                   |
| Cash - First Republic Distribution       | 725.00     |                   |
| Cash - Charles Schwab #2285              | 10,159.00  |                   |
| Cash - Charles Schwab #5750              | 10,159.00  |                   |
| <b>Total Cash</b>                        |            | <b>341,089.69</b> |

**ACCOUNTS RECEIVABLE**

|                                  |           |                  |
|----------------------------------|-----------|------------------|
| Tenant Rent Receivable           | 5,171.00  |                  |
| Tenant Subsidy Rent Receivable   | 13,354.02 |                  |
| Accounts Receivable              | 4,180.00  |                  |
| <b>Total Accounts Receivable</b> |           | <b>22,705.02</b> |

**OTHER CURRENT ASSETS**

|  |            |                   |
|--|------------|-------------------|
| Prepaid Expenses                             | 5,486.32   |                   |
| Reserve Escrow (Bonneville-USDA Fee)         | 3,134.55   |                   |
| Reserve Escrow (Bonneville-Insurance)        | 9,780.56   |                   |
| Reserve Escrow (Bonneville-Tax Escrow)       | 4,082.37   |                   |
| Reserve Escrow (Lewiston-Replacement Res)    | 71,044.74  |                   |
| Reserve Escrow (Lewiston CD-Replacement Res) | 158,243.00 |                   |
| <b>Total Other Assets</b>                    |            | <b>251,771.54</b> |
| <b>Total Current Assets</b>                  |            | <b>615,566.25</b> |

**CAPITAL IMPROVEMENTS**

|  |                |                     |
|--|----------------|---------------------|
| Land                                   | 149,957.00     |                     |
| Building                               | 3,137,787.00   |                     |
| Improvements                           | 165,810.00     |                     |
| Furniture and Equipment                | 381,682.00     |                     |
| Accumulated Depreciation               | (1,105,489.00) |                     |
| Tangible Assets: Acquisition           | 20,129.00      |                     |
| Accumulated Amortization               | (10,735.00)    |                     |
| Debt Issuance Costs                    | 66,675.00      |                     |
| Accumulated Amortization-Debt Issuance | (11,114.00)    |                     |
| <b>Total Fixed Assets</b>              |                | <b>2,794,702.00</b> |
| <b>TOTAL ASSETS</b>                    |                | <b>3,410,268.25</b> |

**\*\*\* LIABILITIES \*\*\***

**Short Term Liabilities**

|                                  |            |                   |
|----------------------------------|------------|-------------------|
| Accrued Management GP fee        | 3,200.00   |                   |
| Accrued Mortgage Insurance       | 423,800.00 |                   |
| Accrued Interest                 | 4,014.00   |                   |
| Accrued Rpting/PTR Management    | 3,076.00   |                   |
| Security Deposit Liability       | 17,782.60  |                   |
| Prepaid Rent                     | 75.00      |                   |
| <b>Total Current Liabilities</b> |            | <b>451,947.60</b> |

**Long Term Liabilities**

|                                    |              |                     |
|------------------------------------|--------------|---------------------|
| Note Payable - Bonneville          | 322,305.14   |                     |
| Note Payable - USDA                | 994,008.94   |                     |
| Note Payable - Gridley             | 12,040.00    |                     |
| Note Payable - City of Gridley     | 2,080,000.00 |                     |
| <b>Total Long Term Liabilities</b> |              | <b>3,408,354.08</b> |
| <b>Total Liabilities</b>           |              | <b>3,860,301.68</b> |

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

|                                       |                |                     |
|---------------------------------------|----------------|---------------------|
| Partner's Equity                      | 926,183.91     |                     |
| Partner's Equity                      | (20,000.00)    |                     |
| AGP Cash Flow Distributions           | 80,159.00      |                     |
| MGP Cash Flow Distributions           | (80,159.00)    |                     |
| Retained Earnings                     | (1,330,444.66) |                     |
| Owner Contribution/Distribution       | (83,357.00)    |                     |
| Current Year Net Income (Loss)        | 57,584.32      |                     |
| <b>Total Equity</b>                   |                | <b>(450,033.43)</b> |
| <b>Total Liabilities &amp; Equity</b> |                | <b>3,410,268.25</b> |

**Income Statement**  
**DHI GRIDLEY SPRINGS I**  
**As of**  
**November 30, 2022**

|   | ***** Current Month ***** |                  |                 | ***** Year-to-Date ***** |                   |                    |
|---|---------------------------|------------------|-----------------|--------------------------|-------------------|--------------------|
|   | Actual                    | Budget           | Variance        | Actual                   | Budget            | Variance           |
| <b>*** REVENUES ***</b>                     |                           |                  |                 |                          |                   |                    |
| Rent Revenue - Gross Potential              |                           |                  |                 |                          |                   |                    |
| Apartment Rents                             | 9,765.08                  | 25,105.00        | (15,339.92)     | 102,694.07               | 276,155.00        | (173,460.93)       |
| Tenant Assistance Payments                  | 16,006.00                 | 0.00             | 16,006.00       | 166,532.00               | 0.00              | 166,532.00         |
| <b>Total Revenue</b>                        | <b>25,771.08</b>          | <b>25,105.00</b> | <b>666.08</b>   | <b>269,226.07</b>        | <b>276,155.00</b> | <b>(6,928.93)</b>  |
| Apartment Vacancies                         | 0.00                      | (484.00)         | 484.00          | (10,315.00)              | (5,327.00)        | (4,988.00)         |
| <b>Total Vacancies</b>                      | <b>0.00</b>               | <b>(484.00)</b>  | <b>484.00</b>   | <b>(10,315.00)</b>       | <b>(5,327.00)</b> | <b>(4,988.00)</b>  |
| <b>NET RENTAL REVENUE</b>                   | <b>25,771.08</b>          | <b>24,621.00</b> | <b>1,150.08</b> | <b>258,911.07</b>        | <b>270,828.00</b> | <b>(11,916.93)</b> |
| Interest Income-Other Cash                  | 3.55                      | 8.00             | (4.45)          | 68.79                    | 92.00             | (23.21)            |
| Interest Income-Sec Deposits                | 0.65                      | 13.00            | (12.35)         | 5.50                     | 138.00            | (132.50)           |
| <b>Total Financial Revenue</b>              | <b>4.20</b>               | <b>21.00</b>     | <b>(16.80)</b>  | <b>74.29</b>             | <b>230.00</b>     | <b>(155.71)</b>    |
| NSF and Late Fee Income                     | 0.00                      | 0.00             | 0.00            | 0.00                     | 0.00              | 0.00               |
| Misc Tenant Charges/Damages & Cleaning      | 0.00                      | 0.00             | 0.00            | 1,037.00                 | 0.00              | 1,037.00           |
| Laundry Revenue                             | 335.47                    | 250.00           | 85.47           | 4,088.93                 | 2,750.00          | 1,338.93           |
| <b>Total Other Revenue</b>                  | <b>335.47</b>             | <b>250.00</b>    | <b>85.47</b>    | <b>5,125.93</b>          | <b>2,750.00</b>   | <b>2,375.93</b>    |
| <b>TOTAL REVENUE</b>                        | <b>26,110.75</b>          | <b>24,892.00</b> | <b>1,218.75</b> | <b>264,111.29</b>        | <b>273,808.00</b> | <b>(9,696.71)</b>  |
| <b>*** EXPENSES ***</b>                     |                           |                  |                 |                          |                   |                    |
| <b>Administrative Expenses</b>              |                           |                  |                 |                          |                   |                    |
| Advertising and Promotions                  | 0.00                      | 0.00             | 0.00            | 0.00                     | 0.00              | 0.00               |
| Rent Concessions                            | 312.00                    | 0.00             | 312.00          | 1,199.00                 | 0.00              | 1,199.00           |
| Credit Reports                              | 44.00                     | 10.00            | 34.00           | 385.00                   | 110.00            | 275.00             |
| Uniforms                                    | 0.00                      | 0.00             | 0.00            | 148.25                   | 0.00              | 148.25             |
| IT Support Services                         | 171.00                    | 171.00           | 0.00            | 1,881.00                 | 1,881.00          | 0.00               |
| Telephone & Answering Service               | 81.92                     | 52.00            | 29.92           | 692.49                   | 576.00            | 116.49             |
| USDA 538 Boneville Fee/Surcharges           | 0.00                      | 0.00             | 0.00            | 0.00                     | 0.00              | 0.00               |
| USDA 515 MINC Fee/Surcharges                | 0.00                      | 0.00             | 0.00            | 0.00                     | 0.00              | 0.00               |
| Postage and Mailing                         | 0.00                      | 30.00            | (30.00)         | 7.58                     | 330.00            | (322.42)           |
| Administrative Expenses                     | 330.47                    | 0.00             | 330.47          | 1,849.83                 | 0.00              | 1,849.83           |
| Office Supplies/Expenses                    | 0.00                      | 150.00           | (150.00)        | 2,071.83                 | 1,650.00          | 421.83             |
| Dues and Subscriptions                      | 0.00                      | 0.00             | 0.00            | 428.98                   | 0.00              | 428.98             |
| Management Fee                              | 2,294.00                  | 2,294.00         | 0.00            | 24,419.00                | 25,234.00         | (815.00)           |
| Manager Salaries                            | 2,111.90                  | 2,090.00         | 21.90           | 21,925.78                | 22,985.00         | (1,059.22)         |
| Education/Registration Fees                 | 0.00                      | 250.00           | (250.00)        | 599.97                   | 2,750.00          | (2,150.03)         |
| Legal Expense                               | 0.00                      | 83.00            | (83.00)         | 425.00                   | 917.00            | (492.00)           |
| Auditing Fees                               | 583.33                    | 667.00           | (83.67)         | 6,816.67                 | 7,333.00          | (516.33)           |
| Accounting Services                         | 0.00                      | 10.00            | (10.00)         | 350.00                   | 110.00            | 240.00             |
| <b>Total Administrative Expenses</b>        | <b>5,928.62</b>           | <b>5,807.00</b>  | <b>121.62</b>   | <b>63,200.38</b>         | <b>63,876.00</b>  | <b>(675.62)</b>    |
| <b>Utility Expenses</b>                     |                           |                  |                 |                          |                   |                    |
| Electricity                                 | 450.10                    | 772.00           | (321.90)        | 8,115.12                 | 8,488.00          | (372.88)           |
| Water                                       | 491.08                    | 439.00           | 52.08           | 3,860.14                 | 4,833.00          | (972.86)           |
| Gas   | 181.30                    | 33.00            | 148.30          | 1,453.50                 | 367.00            | 1,086.50           |
| Sewer                                       | 1,200.86                  | 700.00           | 500.86          | 11,533.38                | 7,700.00          | 3,833.38           |
| Garbage and Trash Removal                   | 720.54                    | 594.00           | 126.54          | 6,718.62                 | 6,534.00          | 184.62             |
| <b>Total Utility Expenses</b>               | <b>3,043.88</b>           | <b>2,538.00</b>  | <b>505.88</b>   | <b>31,680.76</b>         | <b>27,922.00</b>  | <b>3,758.76</b>    |
| <b>Operating &amp; Maintenance Expense</b>  |                           |                  |                 |                          |                   |                    |
| Rec Room Cleaning and Supplies              | 350.00                    | 0.00             | 350.00          | 350.00                   | 0.00              | 350.00             |
| Clean/Repair Apartment                      | 235.00                    | 0.00             | 235.00          | 1,700.00                 | 0.00              | 1,700.00           |
| Cleaning Supplies                           | 0.00                      | 0.00             | 0.00            | 547.00                   | 0.00              | 547.00             |
| Exterminating Contract                      | 200.00                    | 0.00             | 200.00          | 1,400.00                 | 0.00              | 1,400.00           |
| Tree Service                                | 0.00                      | 0.00             | 0.00            | 2,285.60                 | 0.00              | 2,285.60           |
| Grounds Maintenance and Supplies            | 173.42                    | 400.00           | (226.58)        | 173.42                   | 4,400.00          | (4,226.58)         |
| Grounds Contract                            | 1,000.00                  | 1,290.00         | (290.00)        | 11,180.56                | 14,190.00         | (3,009.44)         |
| Maintenance Personnel                       | 2,140.46                  | 2,090.00         | 50.46           | 19,700.73                | 22,985.00         | (3,284.27)         |
| Repair Materials                            | 141.66                    | 304.00           | (162.34)        | 3,229.56                 | 3,346.00          | (116.44)           |
| Repair Contract/Vendor Labor                | 0.00                      | 233.00           | (233.00)        | 2,278.19                 | 2,567.00          | (288.81)           |
| Electrical Repair/Supplies                  | 0.00                      | 0.00             | 0.00            | 218.75                   | 0.00              | 218.75             |
| HVAC Repair and Maintenance                 | 138.00                    | 0.00             | 138.00          | 2,633.00                 | 0.00              | 2,633.00           |
| Appliance Repair and Maintenance            | 330.24                    | 0.00             | 330.24          | 757.87                   | 0.00              | 757.87             |
| Plumbing Repair and Supplies                | 0.00                      | 0.00             | 0.00            | 1,393.60                 | 0.00              | 1,393.60           |
| Interior Painting and Supplies              | 0.00                      | 92.00            | (92.00)         | 3,235.00                 | 1,008.00          | 2,227.00           |
| Gas, Oil and Mileage                        | 0.00                      | 0.00             | 0.00            | 251.84                   | 0.00              | 251.84             |
| Equipment Leasing                           | 0.00                      | 0.00             | 0.00            | 0.00                     | 0.00              | 0.00               |
| Fire Protection Equipment                   | 0.00                      | 0.00             | 0.00            | 231.23                   | 0.00              | 231.23             |
| <b>Total Operating &amp; Maint Expenses</b> | <b>4,708.78</b>           | <b>4,409.00</b>  | <b>299.78</b>   | <b>51,566.35</b>         | <b>48,496.00</b>  | <b>3,070.35</b>    |

**Income Statement**  
**DHI GRIDLEY SPRINGS I**  
**As of**  
**November 30, 2022**

|   | ***** Current Month ***** |                  |                   | ***** Year-to-Date ***** |                   |                    |
|---|---------------------------|------------------|-------------------|--------------------------|-------------------|--------------------|
|   | Actual                    | Budget           | Variance          | Actual                   | Budget            | Variance           |
| <b>Taxes &amp; Insurance Expenses</b>       |                           |                  |                   |                          |                   |                    |
| Property Taxes                              | 0.00                      | 959.00           | (959.00)          | 0.00                     | 1,899.00          | (1,899.00)         |
| Payroll Taxes                               | 382.26                    | 444.00           | (61.74)           | 4,585.19                 | 4,881.00          | (295.81)           |
| Misc Taxes & Licenses                       | 0.00                      | 1,017.00         | (1,017.00)        | 1,600.00                 | 11,183.00         | (9,583.00)         |
| Property & Liability Insurance              | 0.00                      | 1,189.00         | (1,189.00)        | 21,045.68                | 13,079.00         | 7,966.68           |
| Worker's Compensation                       | 335.82                    | 221.00           | 114.82            | 3,142.43                 | 2,431.00          | 711.43             |
| Health/Dental Insurance                     | 179.41                    | 463.00           | (283.59)          | 2,613.60                 | 5,097.00          | (2,483.40)         |
| Other Insurance                             | 0.00                      | 0.00             | 0.00              | 485.30                   | 0.00              | 485.30             |
| <b>Total Taxes &amp; Insurance Expenses</b> | <b>897.49</b>             | <b>4,293.00</b>  | <b>(3,395.51)</b> | <b>33,472.20</b>         | <b>38,570.00</b>  | <b>(5,097.80)</b>  |
| <b>TOTAL EXPENSES</b>                       | <b>14,578.77</b>          | <b>17,047.00</b> | <b>(2,468.23)</b> | <b>179,919.69</b>        | <b>178,864.00</b> | <b>1,055.69</b>    |
| <b>NET OPERATING INCOME (LOSS)</b>          | <b>11,531.98</b>          | <b>7,845.00</b>  | <b>3,686.98</b>   | <b>84,191.60</b>         | <b>94,944.00</b>  | <b>(10,752.40)</b> |
| <b>Interest &amp; Finance Expense</b>       |                           |                  |                   |                          |                   |                    |
| Mortgage Interest                           | 1,250.32                  | 1,607.00         | (356.68)          | 13,828.40                | 17,682.00         | (3,853.60)         |
| General Partner Fee                         | 3,200.00                  | 2,700.00         | 500.00            | 3,200.00                 | 29,700.00         | (26,500.00)        |
| Bank Fees                                   | 50.00                     | 0.00             | 50.00             | 355.00                   | 0.00              | 355.00             |
| <b>Total Interest &amp; Finance Expense</b> | <b>4,500.32</b>           | <b>4,307.00</b>  | <b>193.32</b>     | <b>17,383.40</b>         | <b>47,382.00</b>  | <b>(29,998.60)</b> |
| <b>OPERATING PROFIT (LOSS)</b>              | <b>7,031.66</b>           | <b>3,538.00</b>  | <b>3,493.66</b>   | <b>66,808.20</b>         | <b>47,562.00</b>  | <b>19,246.20</b>   |
| <b>Replacements</b>                         |                           |                  |                   |                          |                   |                    |
| Roofing/Paving/Exterior                     | 0.00                      | 0.00             | 0.00              | 0.00                     | 0.00              | 0.00               |
| Appliance Replacement                       | 0.00                      | 0.00             | 0.00              | 633.04                   | 0.00              | 633.04             |
| Drapery and Blind Replacement               | 0.00                      | 0.00             | 0.00              | 0.00                     | 0.00              | 0.00               |
| Carpet/ Flooring Replacement                | 0.00                      | 0.00             | 0.00              | 8,091.00                 | 0.00              | 8,091.00           |
| HVAC 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 Equipment Replacement         | 0.00                      | 50.00            | (50.00)           | 0.00                     | 550.00            | (550.00)           |
| Door & Screen Repair/ Replacement           | 0.00                      | 0.00             | 0.00              | 499.84                   | 0.00              | 499.84             |
| <b>Total Cost of Replacements</b>           | <b>0.00</b>               | <b>50.00</b>     | <b>(50.00)</b>    | <b>9,223.88</b>          | <b>550.00</b>     | <b>8,673.88</b>    |
| <b>NET CASH FLOW FROM OPERATIONS</b>        | <b>7,031.66</b>           | <b>3,488.00</b>  | <b>3,543.66</b>   | <b>57,584.32</b>         | <b>47,012.00</b>  | <b>10,572.32</b>   |

## 1200 Park Avenue Apartments November 2022



Separate Variance Report explaining budget differences and expenditures.

### **Updates:**

1200 Park Avenue currently has 1 vacant. No move-ins and no move-outs during the month of November.

Vacancies:

- Unit #338 – Unit will be market ready on 12/09/22. Working on applicants.
- Unit #207 – New move out – resident left all belongings behind. Heavy turn. Working on applicants.

To date in December, 6 Rent payments are outstanding – PM following up to collect.

Staff continues to seek estimates for stucco repairs of the office exterior wall. Two vendors have visited, but no bids have been received. This project has been moved to 2023.

The 4<sup>th</sup> quarter carpet cleaning for all floors was rescheduled for December 6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup>.

We have reached out again to the Director of Passages to coordinate services for residents at 1200 Park Avenue. We have not heard back yet.

We have also continued to reach out to North Valley Catholic Social Services for information on activities for seniors. Hoping to hear back soon.

Hayden Fire will be performing the five year inspection of all units and commons areas on December 15 & 16<sup>th</sup>.

A nearby school will be performing a play for the residents on December 19<sup>th</sup>, coffee and cake will be provided for all residents to enjoy!



Park Avenue 569  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|  | Current<br>Activity | Current<br>Budget   | Current<br>Variance  | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance      |
|--|---------------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Rental Income</b>                     |                     |                     |                      |                      |                      |                      |
| Gross Rents                              | \$ 85,399.00        | \$ 80,024.00        | \$ 5,375.00          | \$ 929,444.00        | \$ 880,264.00        | \$ 49,180.00         |
| Vacancies                                | (465.00)            | (2,000.58)          | 1,535.58             | (15,132.50)          | (22,006.41)          | 6,873.91             |
| Rent Adjustments                         | 45.00               | 0.00                | 45.00                | 993.94               | 0.00                 | 993.94               |
| Manager's Unit                           | (870.00)            | (870.00)            | 0.00                 | (9,458.00)           | (9,570.00)           | 112.00               |
| <b>Total Tenant Rent</b>                 | <b>\$ 84,109.00</b> | <b>\$ 77,153.42</b> | <b>\$ 6,955.58</b>   | <b>\$ 905,847.44</b> | <b>\$ 848,687.59</b> | <b>\$ 57,159.85</b>  |
| <b>Other Project Income:</b>             |                     |                     |                      |                      |                      |                      |
| Laundry Income                           | \$ 0.00             | \$ 819.50           | \$ (819.50)          | \$ 7,000.00          | \$ 9,014.50          | \$ (2,014.50)        |
| Interest Income                          | 2.86                | 0.00                | 2.86                 | 14.49                | 0.00                 | 14.49                |
| Restricted Reserve Interest Incom        | 11.47               | 4.92                | 6.55                 | 97.58                | 54.09                | 43.49                |
| Late Charges                             | 146.00              | 0.00                | 146.00               | 1,009.00             | 0.00                 | 1,009.00             |
| Application Fees                         | 0.00                | 32.08               | (32.08)              | 0.00                 | 352.91               | (352.91)             |
| Other Tenant Income                      | 126.00              | 333.33              | (207.33)             | 3,405.92             | 3,666.66             | (260.74)             |
| Miscellaneous Income                     | 157.98              | 12.50               | 145.48               | 470.96               | 137.50               | 333.46               |
| <b>Other Project Income</b>              | <b>\$ 444.31</b>    | <b>\$ 1,202.33</b>  | <b>\$ (758.02)</b>   | <b>\$ 11,997.95</b>  | <b>\$ 13,225.66</b>  | <b>\$ (1,227.71)</b> |
| <b>Total Project Income</b>              | <b>\$ 84,553.31</b> | <b>\$ 78,355.75</b> | <b>\$ 6,197.56</b>   | <b>\$ 917,845.39</b> | <b>\$ 861,913.25</b> | <b>\$ 55,932.14</b>  |
| <b>Project Expenses:</b>                 |                     |                     |                      |                      |                      |                      |
| Maint. & Oper. Exp. (Fr Page 2)          | \$ 15,418.10        | \$ 16,309.42        | \$ (891.32)          | \$ 208,359.29        | \$ 179,403.59        | \$ 28,955.70         |
| Utilities (From Pg 2)                    | 4,361.03            | 9,496.66            | (5,135.63)           | 102,824.89           | 104,463.32           | (1,638.43)           |
| Administrative (From Pg 2)               | 10,075.35           | 10,671.17           | (595.82)             | 116,147.09           | 117,382.84           | (1,235.75)           |
| Taxes & Insurance (From Pg 2)            | 5,924.14            | 5,806.25            | 117.89               | 62,103.90            | 63,868.75            | (1,764.85)           |
| Other Taxes & Insurance (Fr Page         | 2,318.56            | 3,924.42            | (1,605.86)           | 26,523.13            | 43,168.59            | (16,645.46)          |
| Other Project Expenses                   | 1,818.82            | 1,817.17            | 1.65                 | 21,224.12            | 19,988.84            | 1,235.28             |
| <b>Total O&amp;M Expenses</b>            | <b>\$ 39,916.00</b> | <b>\$ 48,025.09</b> | <b>\$ (8,109.09)</b> | <b>\$ 537,182.42</b> | <b>\$ 528,275.93</b> | <b>\$ 8,906.49</b>   |
| <b>Mortgage &amp; Owner's Expense</b>    |                     |                     |                      |                      |                      |                      |
| Mortgage Payment                         | \$ 26,242.49        | \$ 26,300.42        | \$ (57.93)           | \$ 288,667.39        | \$ 289,304.59        | \$ (637.20)          |
| Managing General Partner Fees            | \$ 1,118.09         | \$ 1,118.08         | \$ .01               | \$ 12,298.99         | \$ 12,298.91         | \$ .08               |
| Transfer - Reserves                      | 2,675.00            | 2,675.00            | 0.00                 | 29,425.00            | 29,425.00            | 0.00                 |
| <b>Total Mortgage &amp; Owner's Exp.</b> | <b>\$ 30,035.58</b> | <b>\$ 30,093.50</b> | <b>\$ (57.92)</b>    | <b>\$ 330,391.38</b> | <b>\$ 331,028.50</b> | <b>\$ (637.12)</b>   |
| <b>Total Project Expenses</b>            | <b>\$ 69,951.58</b> | <b>\$ 78,118.59</b> | <b>\$ (8,167.01)</b> | <b>\$ 867,573.80</b> | <b>\$ 859,304.43</b> | <b>\$ 8,269.37</b>   |
| <b>Net Profit (Loss)</b>                 | <b>\$ 14,601.73</b> | <b>\$ 237.16</b>    | <b>\$ 14,364.57</b>  | <b>\$ 50,271.59</b>  | <b>\$ 2,608.82</b>   | <b>\$ 47,662.77</b>  |
| <b>Other Cash Flow Items:</b>            |                     |                     |                      |                      |                      |                      |
| Reserve Transfers                        | \$ (8.60)           | \$ 0.00             | \$ (8.60)            | \$ 77.01             | \$ 0.00              | \$ 77.01             |

Park Avenue 569  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                    | Current<br>Activity | Current<br>Budget    | Current<br>Variance | YTD<br>Activity      | YTD<br>Budget         | YTD<br>Variance      |
|------------------------------------|---------------------|----------------------|---------------------|----------------------|-----------------------|----------------------|
| T & I Transfers                    | \$ (1,936.29)       | \$ 0.00              | \$ (1,936.29)       | \$ (22,614.79)       | \$ 0.00               | \$ (22,614.79)       |
| Operating - MMKT- FFB*             | (.43)               | 0.00                 | (.43)               | (4.56)               | 0.00                  | (4.56)               |
| Security Deposit - FFB             | 0.00                | 0.00                 | 0.00                | (185.00)             | 0.00                  | (185.00)             |
| Security Deposits Held             | 300.00              | 0.00                 | 300.00              | 699.53               | 0.00                  | 699.53               |
| Authorized Reserve - Other         | 0.00                | (7,447.58)           | 7,447.58            | 0.00                 | (81,923.41)           | 81,923.41            |
| Tenant Receivables                 | (2,728.78)          | 0.00                 | (2,728.78)          | (4,906.75)           | 0.00                  | (4,906.75)           |
| Other Receivables                  | 6,243.00            | 0.00                 | 6,243.00            | 111,058.91           | 0.00                  | 111,058.91           |
| Accounts Payable - Trade           | (5,580.76)          | 0.00                 | (5,580.76)          | (32,580.14)          | 0.00                  | (32,580.14)          |
| Accrued Expenses                   | 3,559.00            | 0.00                 | 3,559.00            | 0.00                 | 0.00                  | 0.00                 |
| Accrued Interest City of Chico     | 6,125.00            | 0.00                 | 6,125.00            | (6,125.00)           | 0.00                  | (6,125.00)           |
| Accrued Local Administration Fee   | 416.67              | 0.00                 | 416.67              | (416.63)             | 0.00                  | (416.63)             |
| Accrued Managing GP Fee            | 701.42              | 0.00                 | 701.42              | (27,370.38)          | 0.00                  | (27,370.38)          |
| Accrued Interest Housing Authority | 4,922.85            | 0.00                 | 4,922.85            | 54,151.35            | 0.00                  | 54,151.35            |
| Total Other Cash Flow Items        | \$ 12,013.08        | \$ (7,447.58)        | \$ 19,460.66        | \$ 71,783.55         | \$ (81,923.41)        | \$ 153,706.96        |
| Net Operating Cash Change          | <u>\$ 26,614.81</u> | <u>\$ (7,210.42)</u> | <u>\$ 33,825.23</u> | <u>\$ 122,055.14</u> | <u>\$ (79,314.59)</u> | <u>\$ 201,369.73</u> |

| Cash Accounts                      | End Balance<br>1 Year Ago | Current<br>Balance | Change        |
|------------------------------------|---------------------------|--------------------|---------------|
| Operating - FFB                    | \$ 42,654.93              | \$ 164,710.07      | \$ 122,055.14 |
| Operating - MMKT- FFB*             | 10,148.84                 | 10,153.40          | 4.56          |
| Tax & Insurance-FFB                | 6,016.55                  | 28,631.34          | 22,614.79     |
| Security Deposit - FFB             | 35,879.00                 | 36,064.00          | 185.00        |
| Repl Reserves - Berkadia - IMP     | 325,837.42                | 355,185.41         | 29,347.99     |
| Payables & Receivables:            |                           |                    |               |
| Accounts Payable - Trade           | 26,999.38                 | (5,580.76)         | (32,580.14)   |
| Rents Receivable - Current Tenants | 5,889.40                  | 11,490.86          | 5,601.46      |
| Other Tenant Charges Receivable    | 2,499.49                  | 1,804.78           | (694.71)      |

|                                   | Current<br>Activity | Current<br>Budget | Current<br>Variance | YTD<br>Activity | YTD<br>Budget | YTD<br>Variance |
|-----------------------------------|---------------------|-------------------|---------------------|-----------------|---------------|-----------------|
| Maintenance & Operating Expenses: |                     |                   |                     |                 |               |                 |
| Maintenance Payroll               | \$ 4,869.32         | \$ 6,531.92       | \$ (1,662.60)       | \$ 55,099.57    | \$ 71,851.09  | \$ (16,751.52)  |
| Janitorial/Cleaning Supplies      | 307.38              | 276.58            | 30.80               | 3,454.87        | 3,042.41      | 412.46          |
| Plumbing Repairs                  | 413.00              | 113.83            | 299.17              | 2,136.27        | 1,252.16      | 884.11          |
| Painting & Decorating             | 0.00                | 138.92            | (138.92)            | 2,014.32        | 1,528.09      | 486.23          |
| Repairs & Maintenance - Supply    | 1,795.82            | 1,000.00          | 795.82              | 12,019.75       | 11,000.00     | 1,019.75        |
| Repairs & Maintenance - Contract  | 1,825.68            | 2,040.25          | (214.57)            | 27,535.01       | 22,442.75     | 5,092.26        |
| Grounds Maintenance               | 1,650.00            | 1,767.25          | (117.25)            | 24,577.63       | 19,439.75     | 5,137.88        |
| Elevator Maintenance & Contract   | 1,831.00            | 174.67            | 1,116.33            | 14,375.08       | 7,861.34      | 6,513.74        |
| Pest Control Service              | 227.00              | 1,000.00          | (773.00)            | 2,270.00        | 11,000.00     | (8,730.00)      |

Park Avenue 569  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|  | Current<br>Activity | Current<br>Budget   | Current<br>Variance  | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|--|---------------------|---------------------|----------------------|----------------------|----------------------|-----------------------|
| Fire/Alarm Services                        | \$ 0.00             | \$ 758.33           | \$ (758.33)          | \$ 6,806.31          | \$ 8,341.66          | \$ (1,535.35)         |
| Security Service                           | 0.00                | 726.00              | (726.00)             | 6,624.00             | 7,986.00             | (1,362.00)            |
| Capital Improvements - Other               | 0.00                | 0.00                | 0.00                 | 791.21               | 0.00                 | 791.21                |
| Capital Improvements - Flooring            | 417.15              | 0.00                | 417.15               | 27,863.38            | 0.00                 | 27,863.38             |
| Capital Improvements - Appliance           | 763.14              | 0.00                | 763.14               | 4,741.06             | 0.00                 | 4,741.06              |
| Capital Improvements - HVAC Repl           | 1,215.86            | 0.00                | 1,215.86             | 10,118.64            | 0.00                 | 10,118.64             |
| Capital Improvements - Water Heat          | 0.00                | 0.00                | 0.00                 | 3,328.04             | 0.00                 | 3,328.04              |
| Carpet Cleaning                            | 0.00                | 891.67              | (891.67)             | 2,701.00             | 9,808.34             | (7,107.34)            |
| HVAC Repairs                               | 0.00                | 225.00              | (225.00)             | 591.26               | 2,475.00             | (1,883.74)            |
| Cable Service                              | 102.75              | 0.00                | 102.75               | 561.41               | 0.00                 | 561.41                |
| Tenant Services                            | 0.00                | 125.00              | (125.00)             | 750.48               | 1,375.00             | (624.52)              |
| <b>Total Maint. &amp; Operating Exp.</b>   | <b>\$ 15,418.10</b> | <b>\$ 16,309.42</b> | <b>\$ (891.32)</b>   | <b>\$ 208,359.29</b> | <b>\$ 179,403.59</b> | <b>\$ 28,955.70</b>   |
| <b>Utilities:</b>                          |                     |                     |                      |                      |                      |                       |
| Electricity                                | \$ 0.00             | \$ 4,649.75         | \$ (4,649.75)        | \$ 51,514.69         | \$ 51,147.25         | \$ 367.44             |
| Water                                      | 1,158.47            | 1,170.58            | (12.11)              | 11,627.86            | 12,876.41            | (1,248.55)            |
| Sewer                                      | 2,459.00            | 2,458.83            | .17                  | 27,047.46            | 27,047.16            | .30                   |
| Heating Fuel/Other                         | 0.00                | 223.67              | (223.67)             | 3,128.62             | 2,460.34             | 668.28                |
| Garbage & Trash Removal                    | 743.56              | 993.83              | (250.27)             | 9,506.26             | 10,932.16            | (1,425.90)            |
| <b>Total Utilities</b>                     | <b>\$ 4,361.03</b>  | <b>\$ 9,496.66</b>  | <b>\$ (5,135.63)</b> | <b>\$ 102,824.89</b> | <b>\$ 104,463.32</b> | <b>\$ (1,638.43)</b>  |
| <b>Administrative:</b>                     |                     |                     |                      |                      |                      |                       |
| Manager's Salary                           | \$ 4,632.48         | \$ 4,853.75         | \$ (221.27)          | \$ 50,835.50         | \$ 53,391.25         | \$ (2,555.75)         |
| Management Fees                            | 4,815.00            | 4,815.00            | 0.00                 | 52,965.00            | 52,965.00            | 0.00                  |
| Bad Debt Expense                           | 0.00                | 175.00              | (175.00)             | 3,696.00             | 1,925.00             | 1,771.00              |
| Auditing                                   | 625.00              | 625.00              | 0.00                 | 6,875.00             | 6,875.00             | 0.00                  |
| Legal                                      | 0.00                | 177.42              | (177.42)             | 1,601.00             | 1,951.59             | (350.59)              |
| Other Administrative Expenses              | 2.87                | 25.00               | (22.13)              | 174.59               | 275.00               | (100.41)              |
| <b>Total Administrative Expense</b>        | <b>\$ 10,075.35</b> | <b>\$ 10,671.17</b> | <b>\$ (595.82)</b>   | <b>\$ 116,147.09</b> | <b>\$ 117,382.84</b> | <b>\$ (1,235.75)</b>  |
| <b>Taxes &amp; Insurance Reserve For:</b>  |                     |                     |                      |                      |                      |                       |
| Special Assessments                        | \$ 306.14           | \$ 26.33            | \$ 279.81            | \$ 306.14            | \$ 289.66            | \$ 16.48              |
| Property Insurance                         | 5,618.00            | 5,666.67            | (48.67)              | 61,797.76            | 62,333.34            | (535.58)              |
| Other Insurance                            | 0.00                | 113.25              | (113.25)             | 0.00                 | 1,245.75             | (1,245.75)            |
| <b>Total Taxes &amp; Insurance Expense</b> | <b>\$ 5,924.14</b>  | <b>\$ 5,806.25</b>  | <b>\$ 117.89</b>     | <b>\$ 62,103.90</b>  | <b>\$ 63,868.75</b>  | <b>\$ (1,764.85)</b>  |
| <b>Other Taxes &amp; Insurance:</b>        |                     |                     |                      |                      |                      |                       |
| Payroll Taxes                              | \$ 708.20           | \$ 1,029.67         | \$ (321.47)          | \$ 8,979.70          | \$ 11,326.34         | \$ (2,346.64)         |
| Other Taxes, Fees & Permits                | 47.95               | 166.67              | (118.72)             | 3,179.19             | 1,833.34             | 1,345.85              |
| Bond Premiums                              | 0.00                | 108.75              | (108.75)             | 518.00               | 1,196.25             | (678.25)              |
| Worker's Compensation Insurance            | 370.63              | 860.25              | (489.62)             | 4,140.45             | 9,462.75             | (5,322.30)            |
| Personnel Medical Insurance                | 1,191.78            | 1,759.08            | (567.30)             | 9,705.79             | 19,349.91            | (9,644.12)            |
| <b>Total Other Taxes &amp; Insurance</b>   | <b>\$ 2,318.56</b>  | <b>\$ 3,924.42</b>  | <b>\$ (1,605.86)</b> | <b>\$ 26,523.13</b>  | <b>\$ 43,168.59</b>  | <b>\$ (16,645.46)</b> |

Park Avenue 569  
For the Month Ended November 30, 2022  
Statement of Income & Cash Flow

|                                   | Current<br>Activity | Current<br>Budget   | Current<br>Variance  | YTD<br>Activity      | YTD<br>Budget        | YTD<br>Variance       |
|-----------------------------------|---------------------|---------------------|----------------------|----------------------|----------------------|-----------------------|
| Other Project Expenses            |                     |                     |                      |                      |                      |                       |
| Telephone & Answering Service     | \$ 456.70           | \$ 542.33           | \$ (85.63)           | \$ 6,243.62          | \$ 5,965.66          | \$ 277.96             |
| Internet Service                  | 253.17              | 297.92              | (44.75)              | 3,132.74             | 3,277.09             | (144.35)              |
| Advertising                       | 0.00                | 16.67               | (16.67)              | 0.00                 | 183.34               | (183.34)              |
| Water/Coffee Service              | 0.00                | 31.42               | (31.42)              | 732.68               | 345.59               | 387.09                |
| Office Supplies & Expense         | 375.83              | 450.83              | (75.00)              | 4,284.60             | 4,959.16             | (674.56)              |
| Postage                           | 0.00                | 88.83               | (88.83)              | 906.45               | 977.16               | (70.71)               |
| Toner/Copier Expense              | 472.01              | 248.25              | 223.76               | 3,771.77             | 2,730.75             | 1,041.02              |
| Office Furniture & Equipment Expe | 235.93              | 0.00                | 235.93               | 1,088.53             | 0.00                 | 1,088.53              |
| Travel & Promotion                | 0.00                | 41.67               | (41.67)              | 42.00                | 458.34               | (416.34)              |
| Training Expense                  | 0.00                | 61.75               | (61.75)              | 799.55               | 679.25               | 120.30                |
| Credit Checking                   | 25.18               | 29.17               | (3.99)               | 222.18               | 320.84               | (98.66)               |
| Employee Meals                    | 0.00                | 8.33                | (8.33)               | 0.00                 | 91.66                | (91.66)               |
| Total Other Project Expenses      | <u>\$ 1,818.82</u>  | <u>\$ 1,817.17</u>  | <u>\$ 1.65</u>       | <u>\$ 21,224.12</u>  | <u>\$ 19,988.84</u>  | <u>\$ 1,235.28</u>    |
| Lease Up Expenses                 |                     |                     |                      |                      |                      |                       |
| Total Lease Up Expenses           | <u>\$ 0.00</u>      | <u>\$ 0.00</u>      | <u>\$ 0.00</u>       | <u>\$ 0.00</u>       | <u>\$ 0.00</u>       | <u>\$ 0.00</u>        |
| Mortgage & Owner's Expense        |                     |                     |                      |                      |                      |                       |
| Mortgage Payment                  | \$ 26,242.49        | \$ 26,300.42        | \$ (57.93)           | \$ 288,667.39        | \$ 289,304.59        | \$ (637.20)           |
| Managing General Partner Fees     | \$ 1,118.09         | \$ 1,118.08         | \$ .01               | \$ 12,298.99         | \$ 12,298.91         | \$ .08                |
| Transfer - Reserves               | 2,675.00            | 2,675.00            | 0.00                 | 29,425.00            | 29,425.00            | 0.00                  |
| Total Mortgage & Owner's Exp.     | <u>\$ 30,035.58</u> | <u>\$ 30,093.50</u> | <u>\$ (57.92)</u>    | <u>\$ 330,391.38</u> | <u>\$ 331,028.50</u> | <u>\$ (637.12)</u>    |
| Total Expenses                    | <u>\$ 69,951.58</u> | <u>\$ 78,118.59</u> | <u>\$ (8,167.01)</u> | <u>\$ 867,573.80</u> | <u>\$ 859,304.43</u> | <u>\$ 8,269.37</u>    |
| Authorized Reserve - Other        | <u>\$ 0.00</u>      | <u>\$ 7,447.58</u>  | <u>\$ (7,447.58)</u> | <u>\$ 0.00</u>       | <u>\$ 81,923.41</u>  | <u>\$ (81,923.41)</u> |
|                                   | \$ 0.00             | \$ 7,447.58         | \$ (7,447.58)        | \$ 0.00              | \$ 81,923.41         | \$ (81,923.41)        |



Date: 12/5/2022

MEMO

To: Board of Commissions

From: Angie Little, Special Programs Coordinator

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

| <b>Program Statistics for Period Ending</b>               | <b>Dec 2022</b> | <b>Dec 2021</b> |
|---|-----------------|-----------------|
| Number of participants as of last day of the month        | 35              | 25              |
| Number of Orientation Briefings                           | 0               | 0               |
| Number of signed contracts                                | 0               | 0               |
| Number of Port-In's                                       | 0               | 0               |
| Number of Port-Out's                                      | 0               | 0               |
| Number of Graduates                                       | 0               | 0               |
| Contract Expired  | 0               | 0               |
| Number of Terminations                                    | 1               | 0               |
| Number of Voluntary Exits                                 | 1               | 1               |
| Number of Families on FSS Waiting List                    | 0               | 0               |
| Number of participants with annual income increases (YTD) | 7               | 8               |
| Number of participants with new employment (YTD)          | 3               | 6               |
| Number of participants with escrow accounts               | 25              | 22              |
| Number of participants currently escrowing                | 16              | 14              |
| Amount disbursed from escrow account                      | \$0.00          | \$0.00          |
| Balance of Escrow Account                                 | \$127,645.19    | \$85,770.85     |

### **FSS FY 2019 HUD Grant Program Tracking Data**

| <b>Program Management Questions:</b>                                | <b>YTD (2021)</b> |
|---|-------------------|
| PHA mandatory program size (Initial 50)                             | N/A               |
| PHA voluntary program size (50)                                     | 35                |
| Number of FSS participants identified as a person with disabilities | 13                |
| Number of FSS participants employed                                 | 28                |
| Number of FSS participants in training programs                     | 6                 |
| 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                   | 0                 |
| Number of FSS families moved to non-subsidized housing              | 1                 |
| Number of FSS families moved to home-ownership                      | 0                 |

| HACB CoC Programs: A Report to the Board of Commissioners for the Month of November 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 | 5                  | \$4,759.00             | \$99,516.00         |
| 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               | \$22,407.00         |
| <b>Totals</b>  |                  | <b>\$186,717.00</b> |               |         | <b>35</b> |   |              | <b>6</b>           | <b>\$4,959.00</b>      | <b>\$134,349.00</b> |

Acronym Legend

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

Last update:12/06/2022

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

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Butte County  
25 County Center Dr.  
Oroville, CA 95965



Town of Paradise  
5555 Skyway  
Paradise, CA 95969



City of Chico  
P.O. Box 3420  
Chico, CA 95927



City of Gridley  
685 Kentucky St.  
Gridley, CA 95948



City of Oroville  
1735 Montgomery St.  
Oroville, CA 95965



Housing Authority of  
the County of Butte  
2039 Forest Ave.  
Chico, CA 95928

December 7, 2022

Governor Gavin Newsom  
C/O Jason Elliot, Deputy Chief of Staff  
1021 O Street, Suite 9000  
Sacramento, CA 95814

RE: CDBG-DR Multifamily Housing Program (CDBG-DR MHP)  
2018 Allocations to Butte County, Town of Paradise, City of Chico, City of Oroville, City of  
Gridley (FEMA DR-4407)

Dear Governor Newsom,

We are seeking your assistance to retain and deploy **\$132.6 million in federal 2018 CDBG-DR MHP funds** that were allocated to jurisdictions within Butte County after the 2018 wildfires. **This funding is at risk of being returned to the U.S. Department of Housing and Urban Development (HUD) if supplemental funding sources are not available and committed to DR-MHP funded affordable housing projects.**

The purpose of this funding is to rebuild affordable housing that was lost in the 2018 Camp Fire, which was the deadliest and most destructive fire in California history. This fire destroyed an estimated 19,000 structures, including approximately 14,000 housing units. Butte County lost 14% of its housing stock. As a result of FEMA DR-4407, the United States congress approved CDBG-DR funds for Butte, Los Angeles, and Ventura Counties.

As shown on the attached spreadsheet, a total of \$155.8 million in 2018 CDBG-DR MHP funding for housing projects was allocated to Butte County, Town of Paradise, City of Chico, City of Oroville, and the City of Gridley. This was by far the largest allocation to any California county due to the extent of the disaster. HCD has issued conditional commitment letters for these funds to 14 projects totaling 797 units, with another 6 projects and 238 units currently under HCD review. These commitments are conditioned on the projects securing all other funding necessary to begin construction. All projects with conditional commitment letters have been reviewed by HCD and the local jurisdictions, and determined to be feasible for development in terms of developer experience

and capacity, site location and zoning, readiness to proceed, unit mix, and financing plan, and all projects are projected to score competitively in the CTCAC and CDLAC application rounds.

Of the projects receiving CDBG-DR MHP conditional commitments, four tax credit projects with a total of 202 units and \$19.5 million in CDBG-DR MHP funding have secured all necessary funding to begin construction. Additional funding commitments are necessary to begin construction on the remaining 14 tax credit projects totaling 817 units and \$132.6 million in CDBG-DR MHP funding. Because HCD has limited CDBG-DR MHP funding to 40% of total development costs per project, tax credit and tax exempt bond allocations are necessary to fill the remaining gap.

The remaining CDBG-DR MHP projects that have not secured all necessary funding to begin construction face the following challenges:

- The CDBG-DR MHP Master Standard Agreements between HCD and the local jurisdictions require all funded projects to close construction loans and secure a Notice to Proceed with construction from HCD by December 31, 2023.
- Our understanding is that HUD is requiring all funded projects to close construction loans and secure a Notice to Proceed from HCD by December 31, 2024. In addition, HUD and HCD require that all funded projects are completed and occupied by May 31, 2026.
- HCD's CDBG-DR MHP regulations require that no more than 40% of total development costs per project can be funded by CDBG-DR MHP, leaving a gap that must be filled with tax credit equity and tax-exempt bonds.
- In order to meet HCD and HUD deadlines, all CDBG-DR MHP funded projects are planning to apply to CTCAC and CDLAC for tax credits and/or tax-exempt bonds in 2023. See the table below for a breakdown. Given the highly competitive nature of the funding rounds and the allocation limits for the Rural Set-Aside and the Northern Region, it will be extremely challenging to secure allocations for more than a few of these projects in 2023, given the unprecedented magnitude of the disaster and influx of CDBG-DR funds.

#### **Projects with CDBG-DR MHP Conditional Commitments Planning to Apply for Tax Credits**

| 2023 Funding Round    | 9% or 4% Tax Credits | Number of Projects |
|-----------------------|----------------------|--------------------|
| 1 <sup>st</sup> Round | 4%                   | 6                  |
| 1 <sup>st</sup> Round | 9%                   | 6                  |
| 2 <sup>nd</sup> Round | 4%                   | 0                  |
| 2 <sup>nd</sup> Round | 9%                   | 2                  |



In addition to CDBG-DR MHP projects listed above, there are three other 9% tax credit projects in Butte County that are planning to apply to CTCAC in the third round of 2023 or in 2024.

**In short, we are facing a bottleneck of demand for tax credits from CDBG-DR MHP projects in Butte County. If we are not able to secure funding for these projects in time to meet HUD deadlines, we are at-risk of having to return \$132.6 million in federal funds back to HUD.**

In 2022, two projects with CDBG-DR MHP conditional commitments applied to CDLAC/CTCAC for 4% tax credits but did not receive allocations because they did not score high enough in the tie-breaker. Also in 2022, three projects with CDBG-DR MHP conditional commitments applied to CTCAC for 9% tax credits, with two projects receiving allocations. The other project, Orchard View Apartments, was informed by CTCAC staff that it would not be receiving an allocation even though it scored high enough to merit an allocation by CTCAC staff in the Rural Set-Aside (109 points, 50.414% tie-breaker), and ranked ahead of two other projects that were recommended for allocations.

Rental assistance commitments improve CTCAC and CDLAC tie-breaker scores, but the Housing Authority of the County of Butte (HACB) has reached its maximum capacity for Project Based Voucher commitments. HACB has committed 187 Project Based Vouchers to a total of seven CDBG-DR MHP projects. By comparison, the number of CDBG-DR MHP units in Butte County is 1,035.

We would like to work cooperatively with the State to find solutions that will move the CDBG-DR MHP projects into construction. Below are some ideas that we can explore further with you. We believe that it will require a combination of these measures to overcome our challenges.


- Create a tax credit set-aside for disaster recovery projects.
- Modify the CDLAC tie-breaker score to give a boost for disaster recovery projects.
- Allow disaster recovery projects to access HCD Accelerator Funds without having to first apply for tax credits.
- Make Cal OES funds available for disaster recovery projects.
- Extend the HCD deadline for closing construction loans and securing a Notice to Proceed beyond December 31, 2023.
- Work with HUD to extend deadlines and find sources to fill the funding gaps.
- Modify the HCD cap on percent of total development costs that can be funded by CDBG-DR MHP above 40%.
- Advocate for additional federal disaster tax credits, or reallocation of unused federal disaster tax credits from other states.

We appreciate your commitment to helping Butte County and the State of California recover from wildfires and address our housing crisis. We would be happy to meet with you to explore options to get critical affordable housing built in our communities. If you have any questions, please contact Casey Hatcher, at [chatcher@buttecounty.net](mailto:chatcher@buttecounty.net) or (530) 552-3336.

Sincerely,



Andy Pickett  
Chief Administrative Officer, Butte County



Mark Sorensen  
City Manager, City of Chico



Kevin Phillips  
Town Manager, Town of Paradise



Bill LaGrone  
City Administrator, City of Oroville



Cliff Wagner  
City Administrator, City of Gridley



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

CC:

Gustavo Velasquez, Director  
California Department of Housing & Community Development  
2020 West El Camino Avenue  
Sacramento, CA 95833  
Email: Gustavo.Velasquez@hcd.ca.gov; cc Maziar Movossaghi, Chief Disaster Recovery Officer, Disaster Response & Recovery Unit, maziar.movassaghi@hcd.ca.gov; Jessica Hayes, Federal Recovery Branch Manager, Division of Federal Financial Assistance, Jessica.Hayes@hcd.ca.gov; Stacey Rodgers, Federal Recovery Branch Manager, Division of Federal Financial Assistance, stacy.rodgers@hcd.ca.gov; Zachary Olmstead, Chief Deputy Director, Zachary.Olmstead@hcd.ca.gov; Joe Harney, Multifamily Housing Program Manager, Disaster Recovery Section, Joe.Harney@hcd.ca.gov;

Nancee Robles, Executive Director  
California Tax Credit Allocation Committee  
915 Capitol Mall, Suite 485  
Sacramento, CA 95814  
Email: Nancee.Robles@treasurer.ca.gov; cc Anthony Zeto, Deputy Director, azeto@treasurer.ca.gov; Ricki Hammett, Deputy Director, ricki.hammett@treasurer.ca.gov; Gabrielle Stevenson, Development Section Chief, Gabrielle.Stevenson@treasurer.ca.gov;

Nancee Robles, Interim Executive Director  
California Debt Limit Allocation Committee  
915 Capitol Mall, Room 311  
Sacramento, CA 95814  
Email: Nancee.Robles@treasurer.ca.gov; cc Ricki Hammett, Deputy Executive Director, ricki.hammett@treasurer.ca.gov; Emily Burgos, Senior Program Manager, Emily.Burgos@treasurer.ca.gov; DC Navarrette, Program Manager, DC.Navarrette@treasurer.ca.gov

Mark Ghilarducci, Director  
California Office of Emergency Services  
3650 Schriever Avenue  
Mather, CA 95655  
Mark.Ghilarducci@CalOES.ca.gov

Tiena Johnson Hall, Executive Director  
California Housing Finance Agency  
500 Capitol Mall, Suite 1400  
Sacramento, CA 95814  
Email: tjohnsonhall@calhfa.ca.gov; cc Kate Ferguson, Director of Multifamily Programs, kferguson@calhfa.ca.gov

Fiona Ma, State Treasurer  
California State Treasurer's Office  
P.O. Box 942809  
Sacramento, CA 94209-0001  
Email: Fiona Ma, State Treasurer, [fiona.ma@treasurer.ca.gov](mailto:fiona.ma@treasurer.ca.gov)

Betty Yee, Controller  
California State Controller  
300 Capitol Mall, Suite 1850  
Sacramento, CA 95814  
Email: Betty Yee, Controller, [eodropbox@sco.ca.gov](mailto:eodropbox@sco.ca.gov)

Joe Stephenshaw, Director of Finance  
State of California Department of Finance  
1021 O Street, Suite 3110  
Sacramento, CA 95814

Teri DuBose, District Representative  
US Congressman Doug LaMalfa, CA-01  
120 Independence Circle, Suite B  
Chico, CA 95973

Roberto Rizo, Field Representative  
US Senator Alex Padilla  
501 I Street, Suite 7-800  
Sacramento, CA 95814

Curtis Grima, Chief of Staff  
State Assemblyman James Gallagher, Third District  
Capitol Office  
P.O. Box 942849  
Sacramento, CA 94249-0003

Kosim Latipov, District Representative  
State Senator Jim Nielsen, 4<sup>th</sup> District  
2635 Forest Avenue  
Chico, CA 95928

Attachment: CDBG-DR MHP Projects in Butte County Jurisdictions Spreadsheet



**CDBG-DR MHP Projects in Butte County Jurisdictions**

| Project Name   | City     | Total Units | TDC            | Butte County<br>DR-MHP<br>Funding | City of Chico<br>DR-MHP<br>Funding | City of Oroville<br>DR-MHP<br>Funding | Town of<br>Paradise DR-<br>MHP Funding | City of<br>Gridley DR-<br>MHP Funding | Total DR-MHP<br>Funding | 9% or 4%<br>Tax Credits | CDLAC/TCAC<br>Status |
|--|----------|-------------|----------------|-----------------------------------|------------------------------------|---------------------------------------|--|---------------------------------------|-------------------------|-------------------------|----------------------|
| Orchard View   | Gridley  | 48          | \$ 21,631,403  | \$ 8,650,000                      |                                    |                                       |  |                                       | \$ 8,650,000            | 9%                      | Feb 2023             |
| Orchard View Phase II                                | Gridley  | 36          | \$ 16,984,338  |                                   |                                    |                                       |  | \$ 2,034,932                          | \$ 2,034,932            | 9%                      | Aug 2023             |
| Table Mountain Apartments I                          | Oroville | 47          | \$ 19,662,669  | \$ 2,500,000                      |                                    |                                       |  |                                       | \$ 2,500,000            | 4%                      | Funded               |
| Table Mountain Apartments II                         | Oroville | 48          | \$ 17,300,867  | \$ 2,500,000                      |                                    |                                       |  |                                       | \$ 2,500,000            | 9%                      | Feb 2023             |
| Olive Ranch Senior                                   | Oroville | 51          | \$ 19,182,836  | \$ 1,600,000                      |                                    |                                       |  |                                       | \$ 1,600,000            | 4%                      | Funded               |
| Cussick Apartments                                   | Chico    | 75          | \$ 48,913,437  | \$ 5,209,091                      | \$ 11,048,579                      |                                       |  |                                       | \$ 16,257,670           | 4%                      | Feb 2023             |
| Yosemite & Humboldt                                  | Chico    | 80          | \$ 30,892,710  | \$ 12,357,084                     |                                    |                                       |  |                                       | \$ 12,357,084           | 9%                      | Feb 2023             |
| Oak Park Apartments Senior                           | Chico    | 60          | \$ 17,357,080  | \$ 6,942,808                      |                                    |                                       |  |                                       | \$ 6,942,808            | 4%                      | Feb 2023             |
| Oak Park Apartments Family                           | Chico    | 76          | \$ 29,570,392  | \$ 11,828,200                     |                                    |                                       |  |                                       | \$ 11,828,200           | 4%                      | Feb 2023             |
| Oleander Community Housing                           | Chico    | 38          | \$ 15,261,445  |                                   | \$ 6,031,626                       |                                       |  |                                       | \$ 6,031,626            | 4%                      | Feb 2023             |
| Chico Bar Triangle                                   | Chico    | 70          | \$ 37,535,994  |                                   | \$ 14,770,347                      |                                       |  |                                       | \$ 14,442,686           | 4%                      | Feb 2023             |
| Greenfield   | Chico    | 64          | \$ 35,912,853  | \$ 13,936,934                     |                                    |                                       |  |                                       | \$ 13,936,934           | 4%                      | Feb 2023             |
| Eaglepointe Apartments                               | Paradise | 43          | \$ 18,478,247  |                                   |                                    |                                       | \$ 7,390,000                           |                                       | \$ 7,390,000            | 9%                      | Funded               |
| Cypress Family Apartments                            | Paradise | 70          | \$ 35,696,693  |                                   |                                    |                                       | \$ 14,278,677                          |                                       | \$ 14,278,677           | 9%                      | Feb 2023             |
| Cypress Senior Apartments                            | Paradise | 70          | \$ 29,096,304  |                                   |                                    |                                       | \$ 11,638,522                          |                                       | \$ 11,638,522           | 9%                      | Aug 2023             |
| CHIP Scattered Site                                  | Paradise | 4           | \$ 1,267,142   |                                   |                                    |                                       | \$ 956,176                             |                                       | \$ 956,176              |                         | No tax credits       |
| HACB Kathy Court Apartments                          | Paradise | 12          | \$ 8,900,000   |                                   |                                    |                                       | \$ 2,672,328                           |                                       | \$ 2,672,328            |                         | No tax credits       |
| Northwind Senior Apartments                          | Paradise | 21          | \$ 9,246,085   |                                   |                                    |                                       | \$ 3,600,000                           |                                       | \$ 3,600,000            | 9%                      | Feb 2023             |
| Lincoln Street Family Apts                           | Oroville | 61          | \$ 26,067,728  |                                   |                                    | \$ 7,988,820                          |  |                                       | \$ 7,988,820            | 9%                      | Recommended          |
| Lincoln Street Senior Apts                           | Oroville | 61          | \$ 25,703,543  |                                   |                                    | \$ 8,150,000                          |  |                                       | \$ 8,150,000            | 9%                      | Feb 2023             |
| Total  |          | 1035        | \$ 464,661,766 | \$ 65,524,117                     | \$ 31,850,552                      | \$ 16,138,820                         | \$ 40,535,703                          | \$ 2,034,932                          | \$ 155,756,463          |                         |                      |
| Total (tax credit funding not secured)               |          | 817         | \$ 371,103,144 | \$ 61,424,117                     | \$ 31,850,552                      | \$ 8,150,000                          | \$ 29,517,199                          | \$ 2,034,932                          | \$ 132,649,139          |                         |                      |
| Total (tax credit funding secured or non-tax credit) |          | 218         | \$ 93,558,622  | \$ 4,100,000                      | \$ -                               | \$ 7,988,820                          | \$ 11,018,504                          | \$ -                                  | \$ 23,107,324           |                         |                      |
| <u>Non-DR-MHP Tax Credit Projects</u>                |          |             |                |                                   |                                    |                                       |  |                                       |                         |                         |                      |
| Orchard View Phase III                               | Gridley  | 20          |                |                                   |                                    |                                       |  |                                       |                         | 9%                      |                      |
| Lakeridge Circle                                     | Magalia  | 63          |                |                                   |                                    |                                       |  |                                       |                         | 9%                      |                      |
| Prospect View II                                     | Oroville | 28          |                |                                   |                                    |                                       |  |                                       |                         | 9%                      |                      |
| Total  |          | 111         |                |                                   |                                    |                                       |  |                                       |                         |                         |                      |
| Grand Total  |          | 1146        |                |                                   |                                    |                                       |  |                                       |                         |                         |                      |

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4883

RECOGNITION OF COMMISSIONER LARRY HAMMAN

---

WHEREAS, on March 23, 1993 Larry Hamman was appointed by the Butte County Board of Supervisors to serve on the Board of Commissioners of the Housing Authority of the County of Butte (HACB), representing the housing interests of Butte County Supervisorial District 4, the citizens of Butte and Glenn Counties, as well as residents of HACBH-owned properties and participants of HACB programs; and

WHEREAS, Larry Hamman served well and faithfully as a Commissioner until resignation of his term, effective December 15, 2022; and

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Butte wishes to recognize the service of Commissioner Hamman;

NOW THEREFORE BE RESOLVED by unanimous vote of the Board of Commissioners of the Housing Authority of the County of Butte that Larry Hamman be recognized, appreciated, and honored for his service to the public-at-large in Butte and Glenn Counties, in serving as Commissioner on the Board of Commissioners of the Housing Authority of the County of Butte, and further recognizes, appreciates and honors his service on behalf of the Housing Authority of the County of Butte's clients, and the provision of quality, affordable housing opportunity to the those served.

Dated: December 15, 2022.

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David Pittman, Board Chair

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Rich Ober, Vice Chair

---

Charles Alford, Commissioner

---

Bob Crowe, Commissioner

---

Sarah Richter, Commissioner

---

Regina Sayles-Lambert, Commissioner

---

Edward S. Mayer, Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NUMBER 4884

RECOGNITION OF CRYSTAL SAUCEDO  
WINNER OF NATIONAL NAHRO “WHAT HOME MEANS TO ME” POSTER CONTEST

---

WHEREAS, the Housing Authority of the County of Butte (HACB) provides affordable housing opportunity to low-income households in Butte and Glen Counties; and

WHEREAS, HACB is an agency member of the National Association of Housing and Redevelopment Officials (NAHRO), whose mission it is to advocate on behalf of Public Housing Authorities (PHA’s) and affordable housing interests, and

WHEREAS, NAHRO has established the “Housing America Task Force”, whose purpose is to inform the general public of the importance of affordable housing; and

WHEREAS, NAHRO’s Housing America Task Force conducts an annual poster contest, themed “What Home Means to Me”, such contest eligible to children residing in PHA housing; and

WHEREAS, Crystal Saucedo resides in property owned and operated by the HACB; and

WHEREAS, Crystal Saucedo submitted a poster for consideration in the 2022 “What Home Means to Me” poster contest; and

WHEREAS, Crystal Saucedo’s poster was selected by the Northern California-Nevada Chapter of the Pacific Southwest Regional Council of NAHRO as the elementary school level Regional poster winner, to be forwarded for consideration in the National NAHRO competition; and

WHEREAS, Crystal Saucedo’s poster was selected as one of the nation’s twelve winning posters, to be displayed in NAHRO’s 2023 Housing America Calendar.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to recognize and appreciate Crystal Saucedo for her artwork and its contribution to the advancement of affordable housing awareness, as evidenced by her poster’s publication in the National NAHRO 2023 Housing America “What Home Means to Me” calendar; and further recognizes this achievement by award of \$500 towards the furtherance of her education and well-being.

Dated: December 15, 2022.

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David Pittman, Board Chair

ATTEST

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Edward S. Mayer, Secretary



# Mi C.A.S.A. EDUCATION, INC

Annual Dinner 2022

# Mi C.A.S.A.

**Mi= My**

**Character**

**Academics**

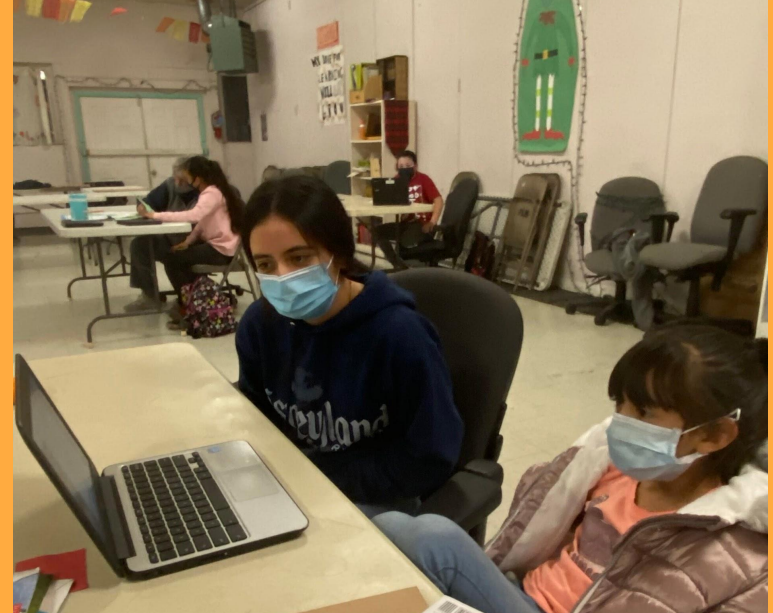
**Service**

**Achievement**



# School Year 2020-2021

- Schools Closed
- We provided support for Online Instruction. (8:30-12:00)
- While following COVID Guideline
- School opened back up
- We provided after school support





Shayla 2nd Grade



# Summer School 2021

## Programa de Verano 2021

Julio 5- Agosto 6  
Lunes- Viernes  
8:30 a.m. - 12:30 p.m.  
Grado K-4  
Salon 4/5



### TEMAS DE ENFOQUE

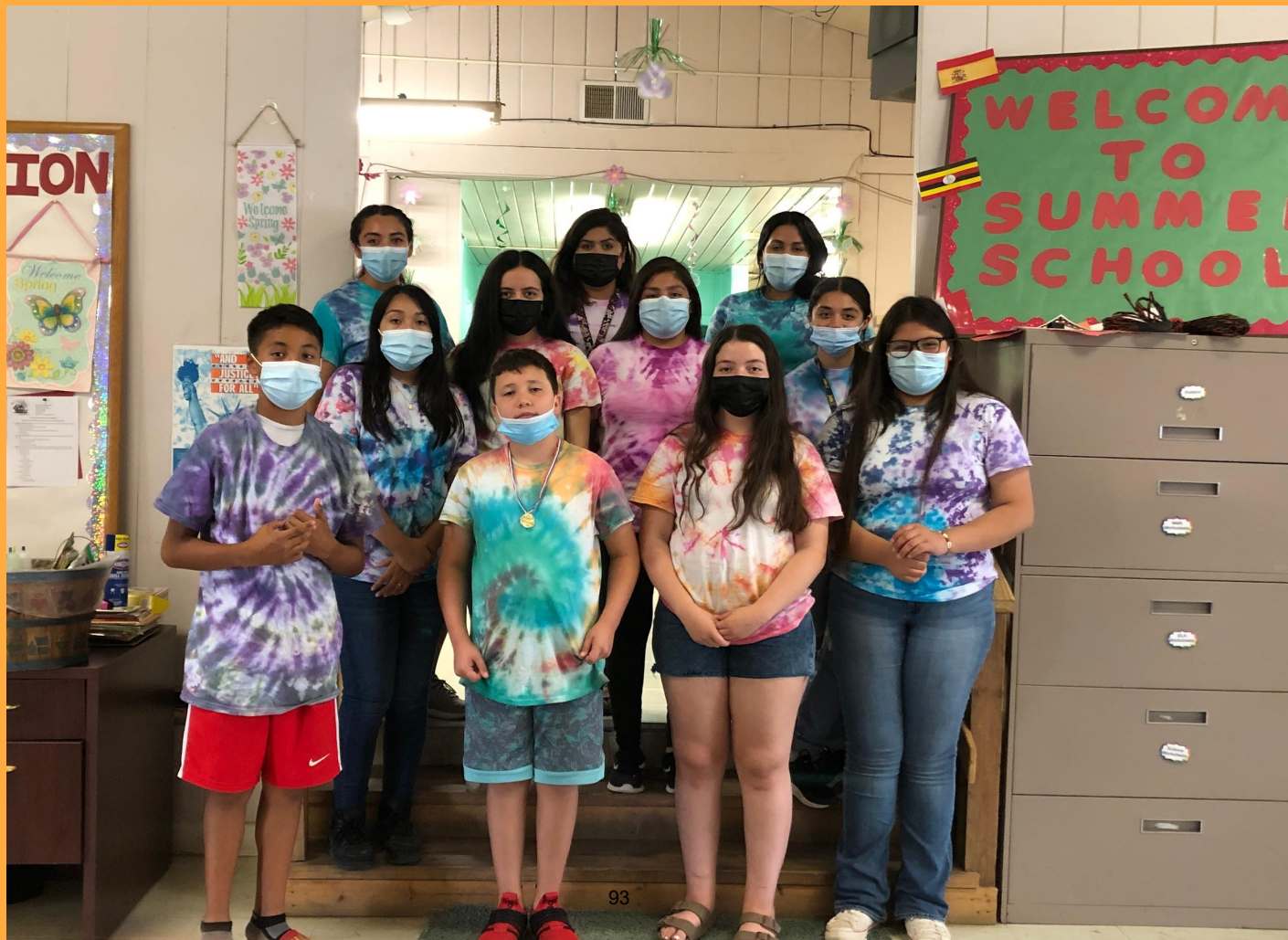
- LECTURA
- CIENCIA
- MATEMATICAS
- COCINA
- ARTE



<sup>92</sup>  
-DESAYUNO Y LONCHE SERÁN SERVIDOS DIARIO-



# STAFF 2021



# The Countries



**Spain-** tapas, stain glass, played games and songs

**China-** fortune cookies, played traditional games, made Fan and chinese lanterns

**Uganda-**we made nutty bananas, made silhouettes of animals in the savanna and played game

**England-** cucumber sandwiches with tea, learned and drewed Big Ben

**Mexico-** made quesadillas from homemade tortillas, made mini pinatas, sang songs and played games



# Summer School 2021



Cooking



Activity

# School Year 2021-2022



**Mi C.A.S.A. Education Inc**

## PROGRAMA EXTRACURRICULAR

**REGRESA SEPTIEMBRE 20!**



JUNTAS DE PADRES CADA MES,  
ESPERAREMOS PARTICIPACIÓN  
REGULAR, ADHEREREMOS A LAS  
DIRECTIVAS DE COVID-19 (MASCARILLA  
REQUERIDA)) UNA SOCIEDAD ENTRE  
PADRES, ESCOLARES Y ESTUDIANTES.



**Lunes-Jueves**  
**3:30 p.m.- 6:30 p.m.**



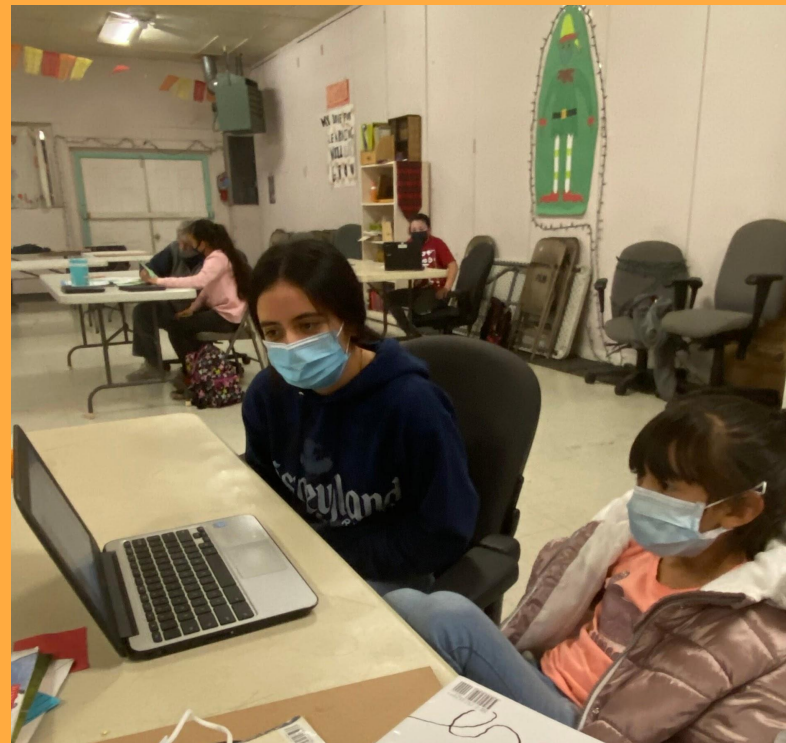
-ESCRITURA -AYUDA CON TAREA -LECTURA  
-IXL -IREADY -JUEGOS -ARTESANÍA -ATENCIÓN DEL TUTOR

PREGUNTAS? CONTACTE SRA. MCKENZIE 530.513.2334

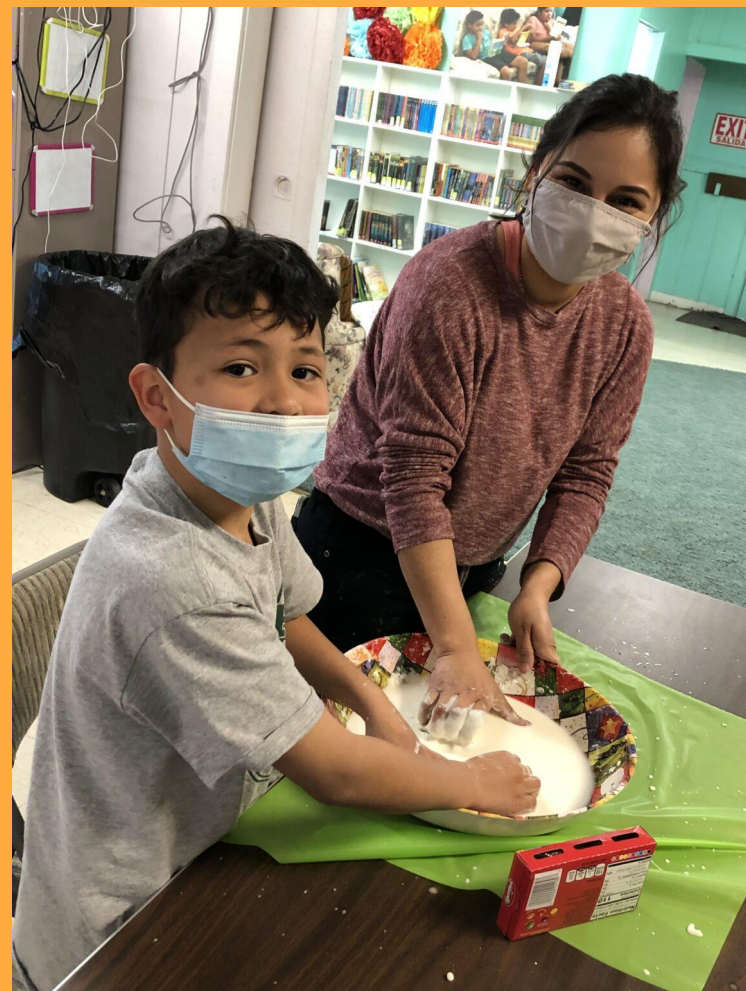


# School Year 2021-2022

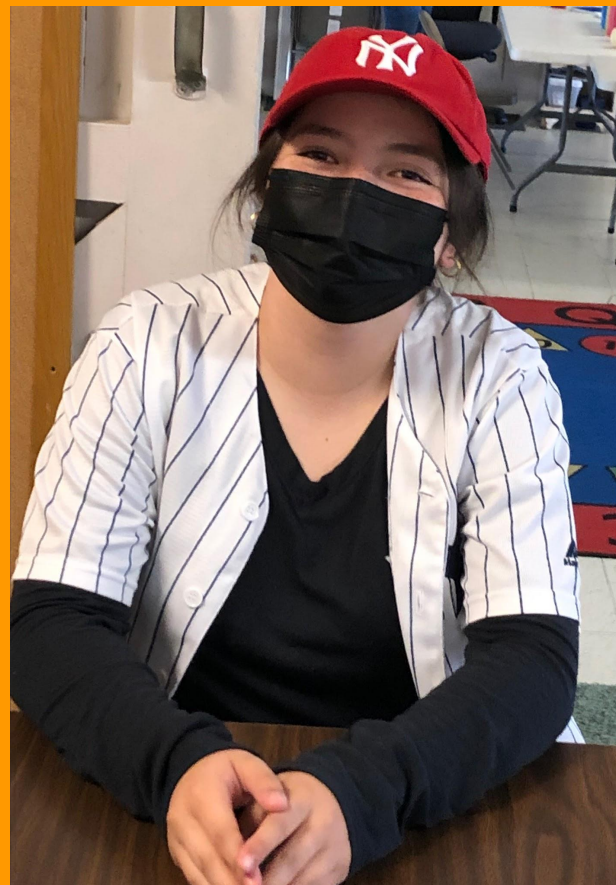






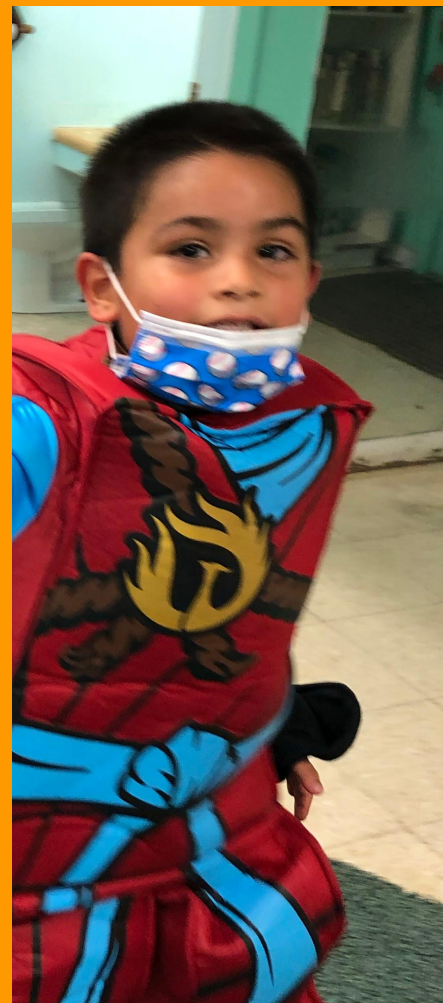
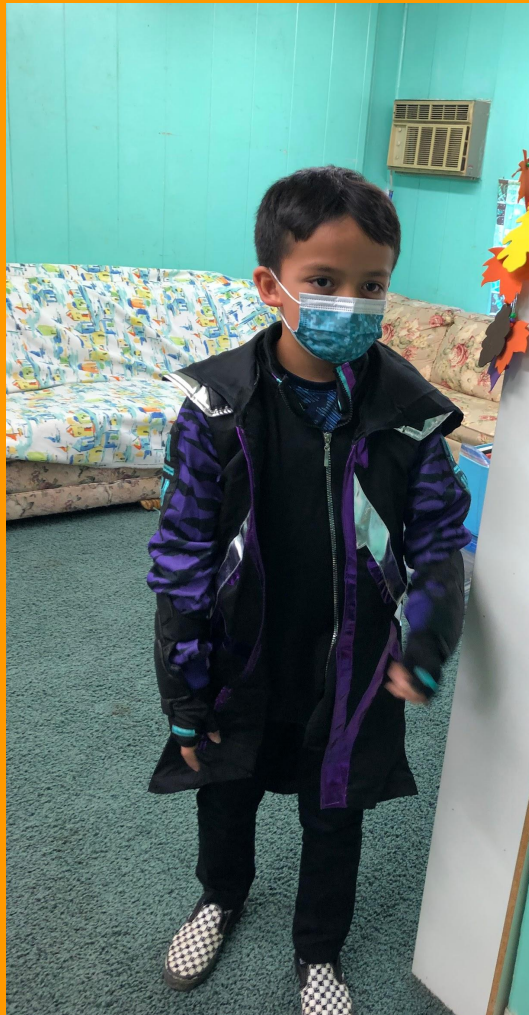


# Halloween 2021







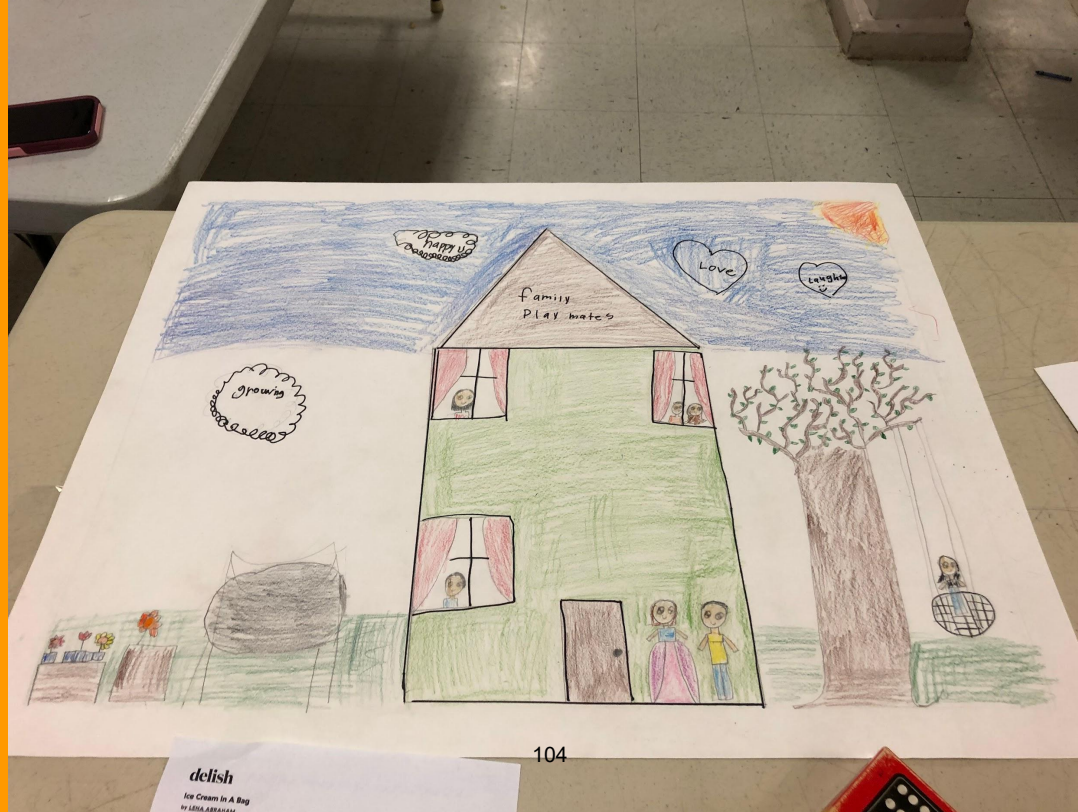




# What My Home Means to Me.. (Poster Contest)



# Poster National Housing Authority Calendar



# Summer Camp 2022

Music/ Camp Songs

Storytelling/Play

Cooking

Outside Activities

## Campo de Verano 2022



**Julio 13-Agosto 10**

**Lunes - Viernes**

**8:30 a.m. -12:30 p.m.**

**Grados K-4**

**Salon 4/5**



### TEMAS DE ENFOQUE

- MUSICA
- CLASES DE ACTUACIÓN
- COCINA
- ARTESANÍA
- JUEGOS AL AIRE LIBRE
- ACTIVIDADES DIVERTIDAS



-DESAYUNO Y LONCHE SERAN SERVIDOS DIARIO-



# Play Practice



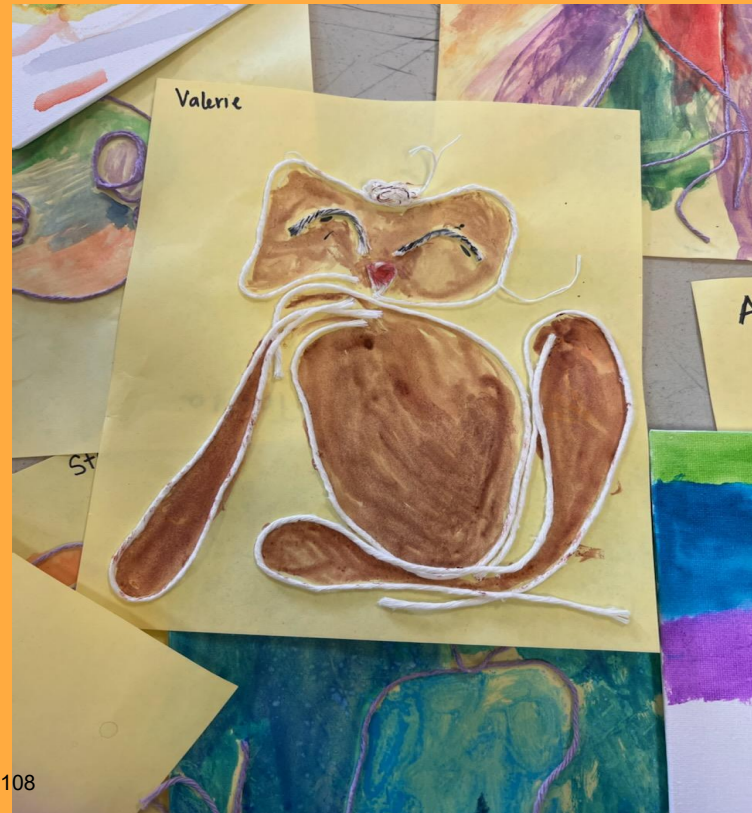
# Play Practice



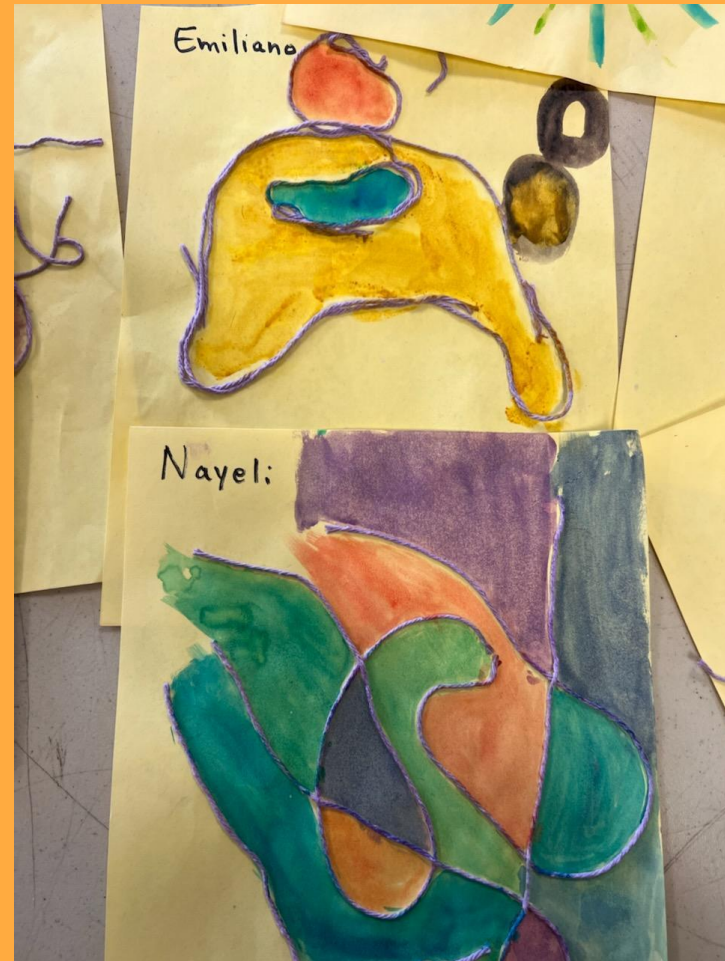
# Preformance



## Arts and Crafts







# Outside Activity



“ GOOD THINGS TAKE TIME ”



# Graduates of 2022





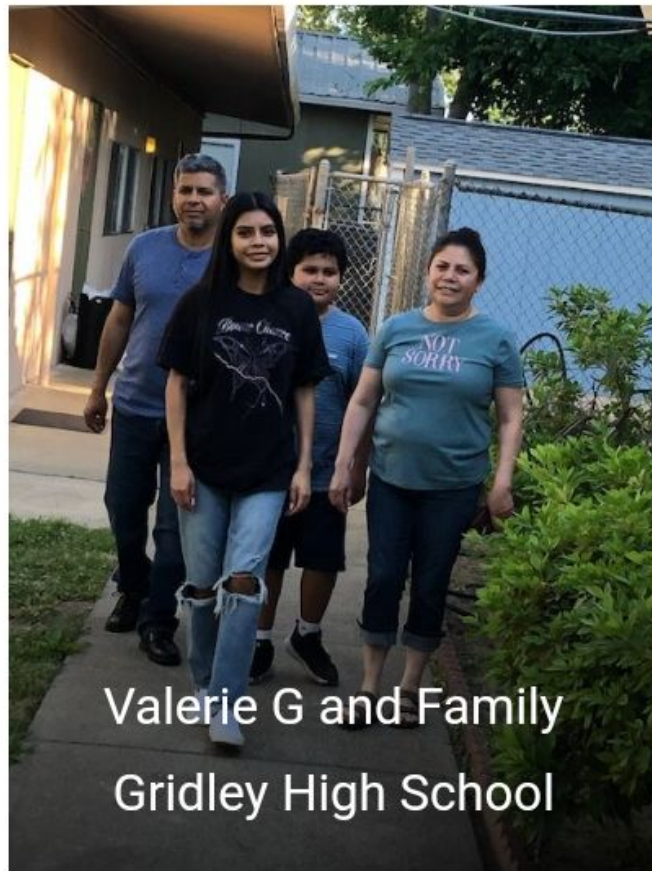
# Tutors Graduates



The background is a warm, golden-yellow gradient with a bokeh effect of soft, out-of-focus circles. Scattered throughout are various autumn leaves in shades of red, orange, and yellow, some appearing to fall from the top. The text "High School Graduates" is centered in a large, black, sans-serif font.

# High School Graduates





Valerie G and Family  
Gridley High School





Luis C (far right) and  
family  
Gridley High School



Kevin M and proud  
parents  
Gridley High School





Edgardo G, Jose R,  
Fernando R  
Gridley High School



Osmar R and Family  
Gridley High School





The background features a warm, golden-yellow gradient with soft, out-of-focus light circles (bokeh) scattered across it. Diagonal rays of light emanate from the upper right, creating a sense of depth and movement. Various autumn leaves in shades of red, orange, and yellow are scattered throughout, with a dense cluster of leaves in the top right corner and a few smaller leaves floating in the lower left and bottom center.

# College Graduates





Grecia P and family.  
Chico State- Major in  
Business



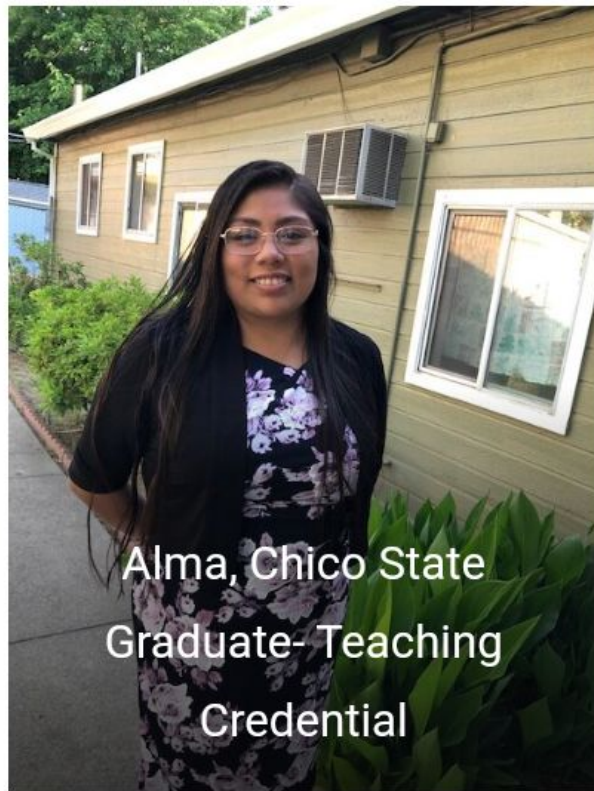


Xochitl and proud  
parents  
Butte College Graduate,  
emphasis in Child  
Development



Stephanie and sister  
Leslie M, Chico State  
Graduate-Major in  
Psychology





Alma, Chico State  
Graduate- Teaching  
Credential

# Graduates of 2022





The background of the slide is a warm, orange-toned gradient with soft, out-of-focus circular bokeh lights. Scattered across the top and right sides are various autumn leaves in shades of red, orange, and yellow, some with detailed vein patterns. The text is centered on the left side of the slide.

Thank you  
for all your support!

Gracias por todo  
su apoyo!



## MEMO

Date: December 9, 2022

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

From: Sheri Bouvier, Contracts Administrator

Subject: Resolution No. 4885  
Winston Gardens Unit and Community Room Access Improvement Project

This project was developed to improve physical access to three existing residential dwelling units, the Community Room, and path of travel to select areas at Public Housing property 43-10, Winston Gardens.

- Plans, specifications and bid documents were prepared by HMR Architects.
- Residential Units: interior remodeling work in three units to provide accessibility to those with physical disability. Work to include select demolition and replacement of interior walls, doors, cabinets, plumbing and lighting fixtures and construction of an accessible bathroom and kitchen including new cabinets and appliances.
- Community Room: interior remodel work including demolition of existing walls, ceilings, doors, cabinets, plumbing fixtures and lighting fixtures at public restrooms and kitchenette, construction of new accessible bathroom, construction of a new janitor's closet, installation of tankless water heaters and janitor's sink, construction of accessible kitchenette including new cabinets and appliances, install of new exterior doors, and new interior finishes at restrooms and kitchenette.
- Sitework: sitework includes replacement of concrete walks at door landings, thresholds, and areas out of compliance on accessible path of travel, demolition of brick pavers and wood trellis at the Community Room patio, install new concrete patio and steel frame shade structure at the Community Room, replace and support select wood supporting posts of existing wood trellis.
- This project is expected to start early Spring 2023, with completion in late Fall 2023.
- On December 6, 2022, two (2) contractor bids were received for this project. Ginno Construction, Inc., provided the lowest responsive and responsible bid for this project, at a price that was 25.4% below the Independent Cost Estimate (ICE) for the project.

### Bids:

|                                  |                              |
|----------------------------------|------------------------------|
| Independent Cost Estimate (ICE): | \$1,135,181.00               |
| Ginno Construction               | \$ 846,550.00 <i>low bid</i> |
| Experts In Your Home             | \$ 866,976.00                |

*Recommendation: Approval of Resolution 4885, authorization to enter into a construction contract with Ginno Construction, Inc. for the Winston Gardens Unit and Community Room Access Improvement Project 22019-IFB for a total of \$846,550.00.*

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4885

AUTHORIZATION TO ENTER INTO CONTRACT WITH  
GINNO CONSTRUCTION, INC.  
FOR WINSTON GARDENS UNIT AND COMMUNITY ROOM ACCESS IMPROVEMENT  
PROJECT

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

WHEREAS, HACB annually receives Capital Fund appropriations from HUD for purposes of making physical improvements to HACB's Public Housing properties; and

WHEREAS, the HACB has determined that converting three existing dwelling units to accessible units, providing accessibility upgrades to the Community Building, and providing an accessible route to those areas of work at Public Housing Property 43-10 (Project) are necessary for reasons of safety, ADA accessibility, and to maintain and operate the properties physical assets efficiently and effectively, serving the interests of the HACB, and its residents; and

WHEREAS, the HACB has solicited bids for Winston Gardens Unit and Community Room Access Improvement Project in accordance with its Procurement Policy; and

WHEREAS, the bid received from Ginno Construction, Inc., in the amount of Eight Hundred and Forty-Six Thousand, Five Hundred and Fifty Dollars and No Cents (\$846,550.00), has been determined to be the lowest responsive qualified bid received and to be in the best interest of the HACB; and

WHEREAS, the Board of Commissioners of HACB (Board) has established procurement policy such that contracts greater than Two-hundred and Fifty Thousand Dollars (\$250,000.00) must be authorized by resolution of the Board;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to authorize the entering into of a contract with Ginno Construction, Inc., in the amount of Eight Hundred and Forty-Six Thousand, Five Hundred and Fifty Dollars and No Cents (\$846,550.00), for completion of the Project, such contract compensation to be paid for with HUD Public Housing Capital Fund monies secured under Capital Fund Allocation 501-21.

Dated: December 15, 2022

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David Pittman, Board Chair

ATTEST:

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Edward Mayer, Secretary

December 9, 2022

Memo

To: HACB Board of Commissioners

From: Ed Mayer, Executive Director

Subject: BCAHDC Development Activity – Status

The following outlines status of affordable housing development activity in Butte and Glenn Counties, activity in which BCAHDC serves as Managing General Partner in the owning partnerships.

- Fourteen (14) phases within ten (10) projects have seen their Construction Loans close. All are in various stages of construction.
- Five of the projects are in Chico, five in Oroville, two in Gridley, and two in Orland.
- Two of the projects are now being placed in service, actively leasing to prospective tenants. They include the 36-unit Ford Oaks Apartments, Gridley, serving families, and the 36-unit Mitchell Avenue Apartments, Oroville, serving seniors.
- Two additional development partnerships are scheduled to close in 2024, and another four development agreements are anticipated and/or being negotiated.
- The HACB has committed 566 Section 8 Vouchers to 17 projects.
- BCAHDC has partnership ownership interest in 13 of the 17 Section 8 PBV projects.

**North Creek Crossings Apts I, Chico** (106 units, family, CCHC/BCAHDC. Lender: Wells Fargo/Berkadia. LIHTC Investor: R4 Capital) – located in Meriam Park, Phase I is nearing construction completion, with placement into service scheduled starting March 2023. The HACB has opened its Section 8 Wait List for interested applicants. The project is in its eighteenth month of construction. Project units are being inspected for acceptance, with landscape and site improvements following.





**North Creek Crossings Apts II, Chico** (60 units, family, CCHC/BCAHDC. Lender: Wells Fargo/Berkadia. LIHTC Investor: R4 Capital) – construction is now underway, with Sunseri Construction building both phases of the project. The eighth construction draw has been processed, with underground and foundations substantially complete, and framing well underway. This phase is scheduled for lease-up in late 2023, six months after delivery of Phase I.



**Deer Creek Apts I and II, Chico** (204 units, families, The Pacific Companies/BCAHDC. Lender: Bank of America/CitiBank. LIHTC Investor: Bank of America) – located at the southeast corner of Bruce Road and Highway 32 in Chico, Phase I is now out of the ground, with structures being framed. Eight construction draws for Phase I, and six for Phase II, have been processed.







**1297 Park Ave Apts, Chico** (59 units, formerly homeless singles, Jamboree & BCAHDC. Lender: Banner Bank. LIHTC Investor, CREA) – located across Park Avenue from 1200 Park Avenue Apartments, the project is under construction, with foundation work complete and structural framing underway. HACB has committed 43 Section 8 project-based vouchers to this special-needs project. Occupancy is scheduled to start in October 2023; leasing and Section 8 coordination will begin in the near future.



**Riverbend Apts I and II, Oroville** (120 units (72/48), family, The Pacific Companies/BCAHDC. Lender: Union Bank. LIHTC Investor: CREA) Located at the intersection of Nelson Avenue and Table Mountain Boulevard, both phases of the project are under construction. Delivery is scheduled starting early 2023. Phase I has processed its twelfth construction advance, and has initiated leasing. Phase II completed its fourth advance, seeing completion of its underground and foundation work. Phase II is scheduled for delivery six months following Phase I.

**Mitchell Ave Apts I & II, Oroville** (71 units, seniors, The Pacific Companies/BCAHDC. Lender: Pacific Western Bank. LIHTC Investor: Phase I, Redstone; Phase II, The Richman Group) Both phases of the project are under construction. Phase I is substantially complete and is now accepting applications. Phase II just completed its fourth construction draw.



*Completed Phase I*





**Ford Oaks Apts, Gridley** (36 units, family, The Pacific Companies/BCAHDC. Lender: Umpqua Bank. LIHTC Investor: CREA) Located on Ford Avenue east of the Gridley Springs I & II Apts, the project is complete. The property is now leased, but still taking applications - HACB is referring interested applicants to the property manager, Cambridge Real Estate. The construction loan is now being converted to permanent status.



**Prospect View Apts, Oroville** (40 units, formerly homeless singles, 15 NPLH units, The Pacific Companies/BCAHDC. Lender: Pacific Western Bank. LIHTC investor: Boston Financial) Located next to the County Clerk and Recorder's office on Nelson Avenue, the project is now under construction with site and foundation work engaged. The fourth construction draw has been processed. HACB has committed 39 Section 8 Vouchers to this project.



*From foundation excavation...*



*... to concrete slab on grade, ready to frame.*



**Sunrise Village Apts, Gridley** (37 units, seniors, The Pacific Companies/BCAHDC) –The project is now under construction, with framing well underway. The third construction draw has been processed. Senior occupants will be supported by HACB commitment of 36 Section 8 Vouchers. Highway 99 site access issues have been substantially resolved.



**Liberty Bell Apts, Orland** (32 units, seniors, The Pacific Companies/BCAHDC. Lender: Pacific Western Bank, LIHTC investor: Redstone) – Site work is underway, with clearing and grubbing and underground work. HACB has committed 31 Section 8 Vouchers in support of the low-income senior occupancy. Construction will be completed coincidental with the Woodward Apts, Orland project (see following) – the two projects are HACB’s first asset-based projects in Glenn County.

**Woodward Apts, Orland** (36 units, family, The Pacific Companies/BCAHDC. Lender: Pacific Western Bank, LIHTC investor: Redstone) – Like Liberty Bell Apts, the project is scheduled for delivery late in 2023. Construction has begun, with site work and underground ready for foundation completion. The third construction draw has been processed. HACB has committed 25 Section 8 project-based vouchers to this low income project serving families.



**Oleander Community Housing Apartments, Chico** (38-units, special needs homeless, Pacific Companies/BCAHDC. Lender and LIHTC investor unknown at this time.) This project has secured State No Place Like Home program funds, serving formerly homeless with Severe Mental Illness, and an associated 15-year NPLH services commitment from Butte County Behavioral Health, under a County MOU that has just been executed. CDBG-Disaster Recovery funds, and 4% LIHTC funding will be utilized. Because of the complexity of programs and funding streams needed to for the project, the construction close is scheduled for November 2023, with unit delivery in Spring 2025.

**Orchard View Apartments I, Gridley** (48 units, family, The Pacific Companies/BCAHDC. Lender and LIHTC investor unknown at this time.) Originally scheduled for a Spring 2023 close, with a late Spring 2024 delivery, the project has been delayed because of a loss of LIHTC funding, thought secured. Alternate funding is being sought. The property, now an orchard across the street from Archer Avenue and Highway 99, is planned to be developed in three phases, all serving families. Significant work is required to remediate the adjacent irrigation ditches.

**Bar Triangle Apartments, Chico** (70 units, family, CCHC/BCAHDC. Lender: Wells Fargo & Berkadia. LIHTC investor: R4 Capital) This property, located near the Raley's shopping complex in south Chico, will site 25 Section 8 Vouchers for use by very-low income families. The project is in process of assembling its financing package, including CDBG-DR monies, and other sources yet to be determined.



**Eaglepointe Apartments, Paradise** (43 units, family, The Pacific Companies/BCAHDC. Lender and Investor unknown at this time.) The most recent of BCAHDC's development partnerships, this project seeks use of CDBG-DR fund (secured), and LIHTC monies (competitive).

**Other** – BCAHDC continues to see overtures from affordable housing developers. There is significant new activity in Paradise and Oroville, much less in Chico and Oroville, attracted by the availability of federal CDBG Disaster Recovery funds.



# 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.