

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

**MEETING AGENDA**

March 21, 2024  
2:00 p.m.

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

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

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

<https://meet.goto.com/818652533>

You can also dial in using your phone.

Access Code:

818-652-533

United States (Toll Free):

[1 866 899 4679](tel:18668994679)

United States:

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

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. 4918

ITEMS OF BUSINESS

1. ROLL CALL

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2. AGENDA AMENDMENTS

3. CONSENT CALENDAR

3.1 Minutes for the meeting of February 15, 2024

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$704,641.67
3.2.2	Landlords –	\$1,790,761.84
3.2.3	Payroll –	\$158,694.29

3.3 Financial Statements

3.4 Section 8 Housing Choice Voucher Program

3.5 Property Vacancy Report

3.6 Public Housing

3.7 Construction Projects

3.8 Capital Fund Improvement Projects

3.9 Farm Labor Housing Report

3.10 HACB Owned Properties

3.11 Tax Credit Properties

3.12 Family Self Sufficiency

3.13 Rental Assistance Programs

3.14 News Articles

3.14.1 “Dozens of formerly homeless people move into new apartments in Oroville” Kelli Saam, *Action New Now*, February 28, 2024

4. CORRESPONDENCE

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Memorandum of Understanding (MOU) – Section 8 HCV FYI MOU.

Recommendation:

Resolution No. 4918

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5.2 HACB Financials – Financial Review Presentation.

Recommendation:

Presentation Information/Discussion

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

7.1 Kathy Court Apartments re-naming

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

11.1 Pursuant to California Government Code 54957(b) Public Employment:

Executive Director Position Recruitment Applicants

12. COMMISSIONERS' CALENDAR

- **HACB/BCAHDC Property Tour – Wednesday April 3, 2024**
- **2024 Washington Conference: NAHRO; April 8-10, 2024, Washington, DC**
- **Next Meeting – April 18, 2024**
- **HACB/BCAHDC Property Tour – Wednesday April 24, 2024**
- **Save the Date: PSWRC-NAHRO – Annual Conference: May 28 – 30, 2024, San Jose, CA**

13. ADJOURNMENT

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

**MEETING MINUTES OF February 15, 2024**

*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 2:00 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Randy Coy, Rich Ober, David Pittman, and Sarah Richter; all attended in person with the exception of Commissioner Ober; who attended by means of web-conference.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

- 4.1 “Selection for Inclusion in the Research Grant Titled “Impact of the Rental Assistance Demonstration (RAD) on Children in HUD-Assisted Households.” – Loma Linda University researchers working for HUD on national study regarding outcomes of children of Public Housing families in both conventional and converted public housing. The HACB was invited by HUD to participate in the study, seeking household data from HACB Public Housing residents.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Banyard Management – The HACB has an ongoing Corporate Services Agreement with Banyard Management. Banyard Management contracts with the HACB to perform two kinds of services; corporate services, to maintain the corporate entity, and other services, which include asset management and property capital

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improvement work. The 2024 billing rates for the Housing Authority were adopted in the Consent Calendar. The resolution proposes renewal of the Services Agreement, applying the adopted 2024 billing rates, and proposing \$20,000 in corporate services and \$100,000 in other services.

**\*RESOLUTION NO. 4916\***

Commissioner Richter moved that Resolution No. 4916 be adopted by reading of title only: “BANYARD MANAGEMENT SERVICES AGREEMENT 2024 BILLING RATES AND SERVICES AUTHORIZATIONS”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.2 Butte County Affordable Housing Development Corporation (BCAHDC) – HACB has an ongoing Corporate Services Agreement with BCAHDC. BCAHDC contracts with the HACB to perform two kinds of service; corporate services to maintain the corporate entity, and other services, which includes asset management and property capital improvement work. As previously mentioned, the 2024 billing rates for the Housing Authority were adopted in the Consent Calendar. The resolution authorizes renewal of the Services Agreement, applying the adopted 2024 billing rates, and authorization of \$25,000 in proposed corporate services and \$200,000 in other services.

**\*RESOLUTION NO. 4917\***

Commissioner Coy moved that Resolution No. 4917 be adopted by reading of title only: “BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION MANAGEMENT SERVICES AGREEMENT 2024 BILLING RATES AND SERVICES AUTHORIZATIONS”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.3 HUD Programs Household Income Determination - HACB is required to adopt a Passbook Savings Rate annually for purposes of determining participant household income in the HUD Public Housing, Section 8, and other HACB-administered tenant based rental assistance programs where actual or imputed income from assets is considered in calculation of total household income. HACB Property Manager Juan Meza surveyed local banks to determine the average passbook savings rate, ultimately recommending use of the National Savings Rate, which is consistent with past agency practice. The recommendation is to set Passbook Savings Rate at 0.47%/year, effective March 1, 2024.

**\*MOTION\***

Commissioner Richter moved to set Passbook Savings Rate at 0.47% effective March 1, 2024, for purposes of determining participating household income in the HUD Public Housing, Section 8 HCV, and related rental-assistance programs in which imputed income is utilized in calculation of household income. Commissioner Coy seconded the vote in favor was not unanimous as Commissioner Alford abstained from voting in favor of the Motion.

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6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

- 8.1 **2024 NorCal/Nevada NAHRO Conference “Navigating the Future” & Commissioner Training January 21-23, 2024, Napa, CA** – Commissioners Richter and Ober both attended the one-day Commissioner training, both relayed that the training was very basic, expecting more in-depth information from the trainer, the former Executive Director of the Alameda County Housing Authority. They’d like to attend a future conference to access a wider variety of housing related topics. Administrative Operations Director Tamra Young, Section 8 Housing Manager Angie Little, and several other HACB staff attended. Tamra Young appreciated the feedback from Commissioners Richter and Ober as she sits on the NorCal/Nevada Board, organizers of the training and conference. The conference was well attended. Executive Director Mayer shared that he was at the conference the second morning as a panel presenter on Project Based Voucher Development.
- 8.2 **CAHA Annual Conference: January 31 – February 2, 2024, Los Angeles, CA** – Executive Director Mayer and Deputy Executive Director Larry Guanzon attended the CAHA conference in downtown Los Angeles on January 31 – February 2. CAHA develops the federal and state legislative agendas for the collective California housing authorities. They toured affordable housing and commercial redevelopment work being completed by the Los Angeles housing authority in Watts, CA.

9. REPORTS FROM COMMISSIONERS

Chair Pittman shared admiration for a recent tour of the E. Center Child Development Center in Oroville, serving infant, pre-school and kindergarten youth.

10. MATTERS INITIATED BY COMMISSIONERS

Commissioner Richter brought up the possibility of re-naming Kathy Court apartments in Paradise. She expressed that it is the perfect opportunity for re-naming since the project is being re-built. The matter will be brought up at the next meeting.

11. EXECUTIVE SESSION

Adjourned: 3:15 p.m.

Reconvened: 4:00 p.m.

Executive Director Mayer and Commissioners were in attendance.

- 11.1 Government Code 54954: Public Employment: Executive Director – Executive Director recruitment.

The Board provided guidance regarding recruitment of the Executive Director.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – March 21, 2024**
- **2024 Washington Conference: NAHRO; April 8-10, 2024, Washington, D.C.**

13. ADJOURNMENT

The meeting was adjourned at 4:02 p.m.

Dated: February 15, 2024.

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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 Business Activities Account**  
**AP Check Register**

Check Date	Check #	Vendor	Total Amount
2/1/2024	3259	v0000031 - PG&E	93.00
2/15/2024	3286	v0000017 - EAGLE SECURITY SYSTEMS	157.32
2/15/2024	3287	v0000031 - PG&E	982.98
2/15/2024	3288	v0000031 - PG&E	6,400.61
2/15/2024	3289	v0000031 - PG&E	392.52
2/15/2024	3290	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	35.86
2/15/2024	3291	v0000040 - Gregory P. Einhorn	510.00
2/15/2024	3292	v0000057 - OPER. ENG. LOCAL #3	868.00
2/15/2024	3293	v0000108 - AT&T	9.82
2/15/2024	3294	v0000140 - COMCAST CABLE	1,057.43
2/15/2024	3295	v0000155 - Susanne Kemp	56.93
2/15/2024	3296	v0000241 - WASTE MANAGEMENT	147.63
2/15/2024	3297	v0000241 - WASTE MANAGEMENT	292.12
2/15/2024	3298	v0000249 - NAHRO MEMBERSHIP DUES	1,632.77
2/15/2024	3299	v0000297 - Valley Lock & Safe	241.60
2/15/2024	3300	v0000312 - Unum Life Insurance Company	377.47
2/15/2024	3301	v0000362 - Modern Building, Inc.	133,784.43
2/15/2024	3302	v0000380 - Staples Business Credit	5.55
2/15/2024	3303	v0000430 - HARRP	31.00
2/15/2024	3304	v0000459 - E Center	118.78
2/15/2024	3305	v0000469 - Thermalito Irrigation	39.65
2/15/2024	3306	v0000474 - Advanced Document	135.54
2/15/2024	3307	v0000599 - Access Information Holdings, LLC.	32.69
2/15/2024	3308	v0000732 - WCP Solutions	213.28
2/15/2024	3309	v0000773 - Clean Master	1,625.00
2/15/2024	3310	v0000801 - Chico Turf Plus, LLC	690.00
2/15/2024	3311	v0000806 - Cypress Dental Administrators	681.11
2/15/2024	3312	v0000807 - David Pittman	50.00
2/15/2024	3313	v0000821 - Golden State Risk Management Authority	9,690.00
2/15/2024	3314	v0000843 - Squyres Fire Protection, Inc.	567.69
2/15/2024	3315	v0000845 - HMR Architects, Inc.	2,385.00
2/15/2024	3316	v0000859 - Richard H. Ober	50.00
2/15/2024	3317	v0000863 - Nor-Cal Landscape Maintenance dba	72.88
2/15/2024	3318	v0000866 - Charles Alford	50.00
2/15/2024	3319	v0000888 - Sarah Richter	50.00
2/15/2024	3320	v0004479 - Netsys Systems, Inc.	2,450.00
2/15/2024	3321	v0004549 - Randy Coy	50.00
2/15/2024	3322	v0004614 - City of Chico (Sewer)	84.65
2/15/2024	3323	v0004667 - NV5, Inc.	6,121.30
2/29/2024	3325	v0004680 - BANYARD	12,960.00
2/29/2024	3326	v0000011 - California Water Service - Chico	159.18
2/29/2024	3327	v0000015 - A-1 Appliance	1,738.71
2/29/2024	3328	v0000072 - Towne Flooring Center	8,244.62
2/29/2024	3329	v0000267 - OFFICE DEPOT INC	87.50
2/29/2024	3330	v0000402 - US Bank	541.81
2/29/2024	3331	v0000425 - Climate & Energy Solutions	3,999.00
2/29/2024	3332	v0000554 - GreatAmerica Financial Services	156.97
2/29/2024	3333	v0000829 - Armed Guard Private Security, Inc	300.00
2/29/2024	3334	v0000882 - RSC Associates, Inc (AP)	499.18
2/29/2024	3335	v0000903 - Chico Auto Care / Ace Radiator	829.45
2/29/2024	3336	v0004526 - VSP Vision Care	147.76
2/29/2024	3337	v0004543 - Joseph Young	803.60
2/29/2024	3338	v0004667 - NV5, Inc.	96.00
2/29/2024	3339	v0004669 - T-Mobile USA Inc.	29.72
2/23/2024	22324	v0000181 - Empower	1,595.00

2/23/2024	22324	v0000891 - Paylocity	79,570.16
2/1/2024	100153	v0001443 - Francis	1,216.00
2/1/2024	100154	v0001669 - Sierra Pacific Management Company Inc	454.00
2/1/2024	100155	V0001729 - The Conference Claimants Endowment Board	1,255.00
2/1/2024	100156	v0002183 - Chico Pacific Associates	739.00
2/1/2024	100157	v0003020 - Palo Verde Apartments LLC	1,025.00
2/1/2024	100158	v0003175 - Menlo Pointe LP	1,064.00
2/1/2024	100159	v0003197 - Chico Harvest Park LP	868.00
2/1/2024	100160	V0003856 - Campos Properties Limited Partnership	1,500.00
2/1/2024	100161	v0003988 - Elle Property Management Solutions	269.00
2/1/2024	100162	v0004254 - Lava Ridge Apartments	1,441.00
2/1/2024	100163	v0004575 - North Creek Crossings	859.00
2/1/2024	100164	v0004607 - Joseph Baker	704.00
2/29/2024	100175	v0004678 - Oroville PSH Pacific Associates, LP	3,500.00
2/15/2024	102545	v0000799 - Benefit Resource, Inc.	577.50
2/1/2024	763451	v0004576 - Aflac	954.06
2/20/2024	1878168	v0000891 - Paylocity	1,130.78
2/7/2024	2574437	v0000059 - CalPERS	29,154.00
2/7/2024	2574438	v0000059 - CalPERS	13,742.43
2/7/2024	2574439	v0000059 - CalPERS	7,001.53
2/7/2024	2574440	v0000059 - CalPERS	565.00
2/26/2024	2585707	v0000059 - CalPERS	13,753.25
2/26/2024	2585708	v0000059 - CalPERS	6,983.09
2/26/2024	2585709	v0000059 - CalPERS	565.00
2/23/2024	3232024	v0000891 - Paylocity	35,652.01
2/6/2024	288183396	v0000181 - Empower	1,595.00

**TOTAL 410,560.92**

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

<b>Check Date</b>	<b>Check #</b>	<b>Vendor</b>	<b>Total Amount</b>
2/15/2024	2114	v0000040 - Gregory P. Einhorn	1,520.00
2/15/2024	2115	v0000108 - AT&T	25.98
2/15/2024	2116	v0000240 - CIC	3,320.95
2/15/2024	2117	v0000249 - NAHRO MEMBERSHIP DUES	3,166.03
2/15/2024	2118	v0000267 - OFFICE DEPOT INC	65.08
2/15/2024	2119	v0000276 - Scrubbs, Inc.	32.00
2/15/2024	2120	v0000312 - Unum Life Insurance Company	480.76
2/15/2024	2121	v0000380 - Staples Business Credit	91.39
2/15/2024	2122	v0000428 - Adecco Employment Services	10,360.80
2/15/2024	2123	v0000474 - Advanced Document	121.08
2/15/2024	2124	v0000599 - Access Information Holdings, LLC.	32.71
2/15/2024	2125	v0000806 - Cypress Dental Administrators	953.84
2/15/2024	2126	v0000814 - Bull's Eye Windshield Repair&Replacement	55.00
2/15/2024	2127	v0000821 - Golden State Risk Management Authority	10,414.00
2/15/2024	2128	v0000863 - Nor-Cal Landscape Maintenance dba	212.30
2/15/2024	2129	v0002957 - Blue Oak Property Management Inc	2,900.00
2/15/2024	2130	v0004479 - Netsys Systems, Inc.	980.00
2/15/2024	2131	v0004484 - Holbrooks Clearance Center	5,238.57
2/15/2024	2132	v0004687 - Catalyst Domestic Violence Services	567.56
2/29/2024	2133	v0000048 - Valero Fleet	156.77
2/29/2024	2134	v0000071 - Riebes Auto Parts	7.57
2/29/2024	2135	v0000267 - OFFICE DEPOT INC	121.28
2/29/2024	2136	v0000402 - US Bank	165.10
2/29/2024	2137	v0000428 - Adecco Employment Services	5,045.68
2/29/2024	2138	v0004526 - VSP Vision Care	166.32
<b>TOTAL</b>			<b>46,200.77</b>

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

Check Date	Check #	Vendor	Total Amount
2/1/2024	1353	v0000006 - Biggs Municipal Utilities	27.00
2/1/2024	1354	v0000011 - California Water Service - Chico	99.00
2/1/2024	1355	v0000014 - Gridley Municipal Utilities	329.00
2/1/2024	1356	v0000031 - PG&E	1,045.00
2/15/2024	1357	v0000006 - Biggs Municipal Utilities	2,623.03
2/15/2024	1358	v0000010 - California Water Service - Oroville	2,869.66
2/15/2024	1359	v0000011 - California Water Service - Chico	35.58
2/15/2024	1360	v0000014 - Gridley Municipal Utilities	56.00
2/15/2024	1361	v0000015 - A-1 Appliance	964.81
2/15/2024	1362	v0000031 - PG&E	78.20
2/15/2024	1363	v0000031 - PG&E	87.29
2/15/2024	1364	v0000031 - PG&E	95.22
2/15/2024	1365	v0000031 - PG&E	239.35
2/15/2024	1366	v0000031 - PG&E	1,843.30
2/15/2024	1367	v0000031 - PG&E	266.46
2/15/2024	1368	v0000031 - PG&E	424.60
2/15/2024	1369	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	484.19
2/15/2024	1370	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,867.99
2/15/2024	1371	v0000108 - AT&T	20.49
2/15/2024	1372	v0000140 - COMCAST CABLE	185.93
2/15/2024	1373	v0000206 - JACKSONS GLASS CO, INC.	999.92
2/15/2024	1374	v0000223 - EMPLOYMENT DEV.DEPT.	161.00
2/15/2024	1375	v0000235 - HD Supply Facilities Maintenance, Ltd.	311.60
2/15/2024	1376	v0000238 - Baker Distributing Company, Inc.	29.57
2/15/2024	1377	v0000240 - CIC	201.20
2/15/2024	1378	v0000241 - WASTE MANAGEMENT	396.13
2/15/2024	1379	v0000241 - WASTE MANAGEMENT	1,045.24
2/15/2024	1380	v0000243 - JEFF'S TRUCK SERVICE, INC.	5,679.84
2/15/2024	1381	v0000249 - NAHRO MEMBERSHIP DUES	484.60
2/15/2024	1382	v0000267 - OFFICE DEPOT INC	46.00
2/15/2024	1383	v0000312 - Unum Life Insurance Company	664.30
2/15/2024	1384	v0000322 - Oroville Safe & Lock	25.00
2/15/2024	1385	v0000380 - Staples Business Credit	403.36
2/15/2024	1386	v0000401 - Plan B Professional Answering Services	124.20
2/15/2024	1387	v0000469 - Thermalito Irrigation	579.61
2/15/2024	1388	v0000474 - Advanced Document	14.16
2/15/2024	1389	v0000504 - Jiffy Lube, Inc.	101.54
2/15/2024	1390	v0000592 - Neal Road Recycling & Waste	145.38
2/15/2024	1391	v0000599 - Access Information Holdings, LLC.	32.71
2/15/2024	1392	v0000631 - Hignell, Inc. dba Experts in Your Home	5,512.00
2/15/2024	1393	v0000669 - ROTO-ROOTER OROVILLE	185.00
2/15/2024	1394	v0000679 - SAM'S DOOR SHOP	194.85
2/15/2024	1395	v0000680 - MAINTENANCE PLUS	1,045.27
2/15/2024	1396	v0000773 - Clean Master	715.00
2/15/2024	1397	v0000795 - Richard's North State Pest Mgmt (dba)	1,479.00
2/15/2024	1398	v0000803 - Ginno Construction, Inc.	73,705.54
2/15/2024	1399	v0000803 - Ginno Construction, Inc.	23,510.30
2/15/2024	1400	v0000806 - Cypress Dental Administrators	1,270.92
2/15/2024	1401	v0000821 - Golden State Risk Management Authority	14,888.00
2/15/2024	1402	v0000843 - Squyres Fire Protection, Inc.	243.53
2/15/2024	1403	v0000845 - HMR Architects, Inc.	9,166.35
2/15/2024	1404	v0000849 - R&D Mfg. & Machine Co. dba	466.71
2/15/2024	1405	v0000863 - Nor-Cal Landscape Maintenance dba	12,092.46
2/15/2024	1406	v0000886 - Candelario Ace Hardware dba	178.72
2/15/2024	1407	v0000887 - Grimes Heating & Air Inc	247.50
2/15/2024	1408	v0000897 - Gridley Farm Labor Housing	535.18
2/15/2024	1409	v0004479 - Netsys Systems, Inc.	350.00
2/15/2024	1410	v0004593 - Citiguard, Inc.	2,700.00
2/15/2024	1411	v0004614 - City of Chico (Sewer)	4,811.21
2/29/2024	1412	t0053944 - Ludlow	131.76
2/29/2024	1413	v0000011 - California Water Service - Chico	3,452.71

3/5/2024 9:29 AM

2/29/2024	1414	v0000014 - Gridley Municipal Utilities	1,155.99
2/29/2024	1415	v0000022 - Meeks Building Supply	226.76
2/29/2024	1416	v0000022 - Meeks Building Supply	225.27
2/29/2024	1417	v0000031 - PG&E	268.99
2/29/2024	1418	v0000048 - Valero Fleet	815.57
2/29/2024	1419	v0000085 - LES SCHWAB TIRES	762.65
2/29/2024	1420	v0000140 - COMCAST CABLE	403.31
2/29/2024	1421	v0000206 - JACKSONS GLASS CO, INC.	416.12
2/29/2024	1422	v0000235 - HD Supply Facilities Maintenance, Ltd.	13,310.69
2/29/2024	1423	v0000267 - OFFICE DEPOT INC	73.12
2/29/2024	1424	v0000669 - ROTO-ROOTER OROVILLE	185.00
2/29/2024	1425	v0000858 - Down Range Investments, LLC	84.40
2/29/2024	1426	v0000858 - Down Range Investments, LLC	216.45
2/29/2024	1427	v0004526 - VSP Vision Care	222.33

**TOTAL 201,336.12**



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

Check Date	Check #	Vendor	Total Amount
2/15/2024	1163	v0000660 - HACB	3,886.00
2/15/2024	1164	v0000863 - Nor-Cal Landscape Maintenance dba	3.68
2/29/2024	1165	v0000660 - HACB	8,985.00
TOTAL			12,874.68

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

<b>Check Date</b>	<b>Check #</b>	<b>Vendor</b>	<b>Total Amount</b>
2/15/2024	1465	v0000382 - FedEx	35.55
2/15/2024	1466	v0000660 - HACB	22,447.76
2/15/2024	1467	v0000837 - Gary Quiring	600.00
2/15/2024	1468	v0000863 - Nor-Cal Landscape Maintenance dba	3.68
2/29/2024	1469	v0000382 - FedEx	29.19
2/29/2024	1470	v0000660 - HACB	10,553.00
<b>TOTAL</b>			<b>33,669.18</b>

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

CUMULATIVE

**ASSETS**

**Current Assets**

Cash - Unrestricted	27,507,449
Cash - Other Restricted	(23,001,876)
Cash - Tenant Security Deposits	(150,498)
Account Receivable - Current	1,983,613
Note Receivable - Current Portion	344,146
Investments - Unrestricted	5,062,959
Investments - Restricted	8,995,354
Inventory	281,768
Prepaid Expenses	335,146

<b>Total Current Assets</b>	<b>21,358,060</b>
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**Fixed Assets**

Fixed Assets & Accumulated Depreciation	19,155,700
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<b>Total Fixed Assets</b>	<b>19,155,700</b>
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**Other Non-Current Assets**

Notes Loans & Mortgages Receivable	1,843,491
Deferred Outflows - GASB 68 & 75	(74,190)
Safety Deposit Box, Key Deposit	10
Investment in Limited Partnerships	4,075,814

<b>Total Other Non-Current Assets</b>	<b>5,845,124</b>
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<b>TOTAL ASSETS</b>	<b>46,358,885</b>
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**LIABILITIES**

**Current Liabilities**

Accounts Payable	1,368
Accrued Payroll Liabilities	616,030
Accrued Interest Payable	392,368
Tenant Security Deposits	329,034
Deferred Revenue	60,651
Long Term Debt - Current Portion	336,738
Accrued Liabilities - Other	666,504

<b>Total Current Liabilities</b>	<b>2,402,692</b>
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**Long-Term Liabilities**

Deferred Inflows - GASB 68 & 75	119,279
Other Post Retirement Ben-Net GASB 75	243,914
Unfunded Pension Liability - GASB 68	3,733,706
Long-Term Debt	13,464,527
Non-Current Liability - Other (FSS)	41,847

<b>Total Long-Term Liabilities</b>	<b>17,603,273</b>
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<b>TOTAL LIABILITIES</b>	<b>20,005,965</b>
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**NET POSITION**

Beginning Net Position	21,907,147
Retained Earnings	4,445,773

<b>TOTAL NET POSITION</b>	<b>26,352,920</b>
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<b>TOTAL LIABILITIES AND NET POSITION</b>	<b>46,358,885</b>
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Housing Authority of the County of Butte  
CONSOLIDATED INCOME STATEMENT  
January 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	376,786	397,195	20,409	1,515,009	1,588,779	73,770	31.79%
Tenant Charges	20,732	5,367	(15,366)	43,272	21,467	(21,805)	67.19%
Laundry Revenue	1,682	2,658	976	6,731	10,631	3,900	21.11%
HUD Grant Revenue	3,704,170	1,982,633	(1,721,537)	9,406,793	7,930,532	(1,476,261)	39.54%
Other Grant Revenue	0	0	172,976	0	0	509,241	0.00%
Investment Income-unrestricted	208	705	497	372	2,819	2,446	4.41%
Investment Income - restricted	21	12,181	12,159	88	48,723	48,635	0.06%
Fraud Recovery	1,934	4,167	2,233	23,499	16,667	(6,832)	47.00%
Other Income	204,520	58,892	(145,628)	599,616	235,567	(364,049)	84.85%
<b>TOTAL REVENUES</b>	<b>4,310,054</b>	<b>2,463,796</b>	<b>(1,673,282)</b>	<b>11,595,380</b>	<b>9,855,183</b>	<b>(1,230,956)</b>	<b>39.22%</b>
Administrative Employee Salaries	242,070	223,978	(18,092)	1,029,610	895,913	(133,696)	38.31%
Audit Fee	11,967	3,328	(8,639)	37,461	13,310	(24,151)	93.82%
Advertising & Marketing	323	1,911	1,587	1,293	7,643	6,350	5.64%
Admin Fringe Benefits & Taxes	10,770	120,844	110,074	38,453	483,375	444,922	2.65%
Office Expenses	21,874	24,464	2,591	81,883	97,858	15,975	27.89%
Legal Expenses	6,844	5,449	(1,395)	34,071	21,797	(12,274)	52.10%
Travel	1,234	2,435	1,200	2,568	9,738	7,171	8.79%
Allocated Overhead	0	68,475	68,475	1,105	273,899	272,794	0.13%
Other Admin Expenses	68,395	53,489	(14,906)	358,490	213,956	(144,533)	55.85%
<b>Total Operating Admin Costs</b>	<b>363,477</b>	<b>504,372</b>	<b>140,895</b>	<b>1,584,933</b>	<b>2,017,489</b>	<b>432,556</b>	<b>26.19%</b>
Tenant Services - Salaries	10,458	9,673	(785)	50,750	38,692	(12,058)	43.72%
Relocation Costs	0	0	0	900	0	(900)	0.00%
Employee Benefits - Tenant Services	8,488	4,279	(4,209)	52,618	17,114	(35,504)	102.48%
Resident Services MISC	0	19,816	19,816	0	79,265	79,265	0.00%
<b>Total Tenant Services</b>	<b>18,946</b>	<b>33,768</b>	<b>14,822</b>	<b>104,268</b>	<b>135,071</b>	<b>30,803</b>	<b>25.73%</b>
Water	14,044	19,012	4,968	71,925	76,048	4,123	31.53%
Electricity	12,620	9,439	(3,180)	46,653	37,758	(8,896)	41.19%
Gas	3,719	4,934	1,216	8,544	19,737	11,193	14.43%
Sewer	8,200	18,469	10,268	152,233	73,875	(78,358)	67.42%
<b>Total Utilities - Project</b>	<b>38,583</b>	<b>51,854</b>	<b>13,271</b>	<b>279,355</b>	<b>207,418</b>	<b>(71,937)</b>	<b>44.60%</b>
Maintenance Salaries	29,647	38,946	9,298	121,703	155,783	34,080	26.04%
Maintenance Materials	87,200	23,606	(63,594)	268,455	94,424	(174,031)	94.77%
Maintenance Contract Costs	32,241	88,367	56,126	222,438	353,466	131,028	20.98%
Maintenance Fringe Benefits	6,652	17,571	10,919	23,913	70,285	46,373	11.34%
<b>Total Maintenance Costs</b>	<b>155,739</b>	<b>168,490</b>	<b>12,750</b>	<b>636,509</b>	<b>673,958</b>	<b>37,449</b>	<b>31.48%</b>
Protective Services	2,466	2,825	359	11,538	11,300	(238)	34.04%
Insurance-Liability/Property/Auto	15,063	34,731	19,668	66,412	138,925	72,513	15.93%
Other General Expenses	4,777	9,964	5,187	21,067	39,854	18,787	17.62%
PILOT	0	9,667	9,667	0	38,669	38,669	0.00%
Bad Debt - Tenant	0	6,267	6,267	0	25,067	25,067	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	28,867	12,808	64,236	115,467	51,231	18.54%
<b>Total Other Operating Expenses</b>	<b>38,364</b>	<b>92,320</b>	<b>53,957</b>	<b>163,252</b>	<b>369,282</b>	<b>206,029</b>	<b>14.74%</b>
Maintenance - Extraordinary	0	0	0	86,550	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,820,721	1,551,473	(269,248)	7,213,211	6,205,893	(1,007,317)	38.74%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>1,820,721</b>	<b>1,551,473</b>	<b>(269,248)</b>	<b>7,299,761</b>	<b>6,205,893</b>	<b>(1,007,317)</b>	<b>39.21%</b>
<b>TOTAL EXPENSES</b>	<b>2,435,831</b>	<b>2,402,278</b>	<b>(33,553)</b>	<b>10,068,078</b>	<b>9,609,111</b>	<b>(372,417)</b>	<b>34.92%</b>
<b>RETAINED EARNINGS</b>	<b>1,874,223</b>	<b>61,518</b>	<b>(1,812,705)</b>	<b>1,527,302</b>	<b>246,073</b>	<b>(858,539)</b>	<b>4.30%</b>

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

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	33.33% % Used
Dwelling Rent	245,027	264,576	19,549	990,328	1,058,305	67,976	31.19%
Tenant Charges	2,089	2,033	(56)	9,035	8,133	(902)	37.03%
Laundry Revenue	1,682	1,324	(358)	6,731	5,297	(1,434)	42.36%
HUD Grant Revenue	0	0	0	0	0	0	0.00%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	208	171	(37)	372	685	313	18.12%
Investment Income - restricted	21	8,014	7,993	88	32,056	31,968	0.09%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	199,752	58,067	(141,686)	575,678	232,267	(343,411)	82.62%
<b>TOTAL REVENUES</b>	<b>448,780</b>	<b>334,186</b>	<b>(114,594)</b>	<b>1,582,233</b>	<b>1,336,744</b>	<b>(245,489)</b>	<b>39.45%</b>
Adminsitrative Employee Salaries	146,568	54,277	(92,291)	511,183	217,108	(294,075)	78.48%
Audit Fee	11,967	1,261	(10,706)	37,461	5,043	(32,417)	247.59%
Advertising & Marketing	323	744	421	1,293	2,976	1,683	14.48%
Admin Fringe Benefits & Taxes	0	30,393	30,393	0	121,572	121,572	0.00%
Office Expenses	17,680	4,964	(12,716)	51,943	19,858	(32,085)	87.19%
Legal Expenses	440	2,533	2,093	2,010	10,130	8,120	6.61%
Travel	0	933	933	0	3,733	3,733	0.00%
Allocated Overhead	(55,458)	13,016	68,475	(220,728)	52,065	272,793	-141.32%
Other Admin Expenses	53,086	22,355	(30,730)	318,789	89,422	(229,367)	118.83%
<b>Total Operating Admin Costs</b>	<b>174,605</b>	<b>130,477</b>	<b>(44,128)</b>	<b>701,950</b>	<b>521,907</b>	<b>(180,043)</b>	<b>0.00%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	(2,091)	0	2,091	2,698	0	(2,698)	0.00%
Resident Services MISC	0	2,181	2,181	0	8,723	8,723	0.00%
<b>Total Tenant Services</b>	<b>(2,091)</b>	<b>2,181</b>	<b>4,271</b>	<b>2,698</b>	<b>8,723</b>	<b>6,026</b>	<b>10.31%</b>
Water	7,315	8,004	689	31,512	32,015	502	32.81%
Electricity	10,692	5,614	(5,078)	37,381	22,458	(14,923)	55.48%
Gas	2,768	4,314	1,545	6,449	17,254	10,805	12.46%
Sewer	7,553	8,549	996	66,568	34,195	(32,373)	64.89%
<b>Total Utilities - Project</b>	<b>28,328</b>	<b>26,480</b>	<b>(1,848)</b>	<b>141,910</b>	<b>105,922</b>	<b>(35,989)</b>	<b>44.66%</b>
Maintenance Salaries	537	8,402	7,864	4,897	33,607	28,710	4.86%
Maintenance Materials	55,845	12,648	(43,197)	179,633	50,591	(129,042)	118.36%
Maintenance Contract Costs	21,535	59,688	38,153	113,536	238,751	125,215	15.85%
Maintenance Fringe Benefits	537	467	(71)	4,897	1,867	(3,030)	87.44%
<b>Total Maintenance Costs</b>	<b>78,455</b>	<b>81,204</b>	<b>2,749</b>	<b>302,962</b>	<b>324,815</b>	<b>21,854</b>	<b>31.09%</b>
Protective Services	0	167	167	0	667	667	0.00%
Insurance-Liability/Property/Auto	15,063	17,142	2,079	58,252	68,568	10,316	28.32%
Other General Expenses	4,209	4,547	338	20,160	18,188	(1,972)	36.95%
PILOT	0	292	292	0	1,169	1,169	0.00%
Bad Debt - Tenant	0	2,100	2,100	0	8,400	8,400	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	28,867	12,808	64,236	115,467	51,231	18.54%
<b>Total Other Operating Expenses</b>	<b>35,330</b>	<b>53,115</b>	<b>17,784</b>	<b>142,647</b>	<b>212,458</b>	<b>69,811</b>	<b>22.38%</b>
Maintenance - Extraordinary	0	0	0	86,550	0	(86,550)	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	11,418	12,917	1,499	51,501	51,667	166	33.23%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>11,418</b>	<b>12,917</b>	<b>1,499</b>	<b>138,051</b>	<b>51,667</b>	<b>(86,384)</b>	<b>89.07%</b>
<b>TOTAL EXPENSES</b>	<b>326,046</b>	<b>306,373</b>	<b>(19,673)</b>	<b>1,430,217</b>	<b>1,225,492</b>	<b>(204,725)</b>	<b>38.90%</b>
<b>RETAINED EARNINGS</b>	<b>122,734</b>	<b>27,813</b>		<b>152,016</b>	<b>111,251</b>		<b>0.55%</b>

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

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	33.33% % Used
Dwelling Rent	131,759	132,619	860	524,680	530,474	5,794	32.97%
Tenant Charges	18,882	3,333	(15,549)	35,192	13,333	(21,859)	87.98%
Laundry Revenue	0	1,333	1,333	0	5,333	5,333	0.00%
HUD Grant Revenue	88,059	117,947	29,888	417,823	471,786	53,963	29.52%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	383	383	0	1,533	1,533	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	1,837	200	(1,637)	9,464	800	(8,664)	394.32%
<b>TOTAL REVENUES</b>	<b>240,537</b>	<b>255,815</b>	<b>15,278</b>	<b>987,160</b>	<b>1,023,260</b>	<b>36,100</b>	<b>32.16%</b>
Administrative Employee Salaries	43,327	50,480	7,153	230,279	201,921	(28,358)	38.01%
Audit Fee	0	267	267	0	1,067	1,067	0.00%
Advertising & Marketing	0	750	750	0	3,000	3,000	0.00%
Admin Fringe Benefits & Taxes	9,792	26,906	17,114	36,498	107,624	71,126	11.30%
Office Expenses	0	5,000	5,000	0	20,000	20,000	0.00%
Legal Expenses	1,132	1,250	118	14,858	5,000	(9,858)	99.06%
Travel	1,234	235	(999)	2,568	942	(1,626)	90.89%
Allocated Overhead	25,485	25,485	(0)	101,942	101,942	(0)	33.33%
Other Admin Expenses	11,219	4,870	(6,349)	25,174	19,480	(5,694)	43.08%
<b>Total Operating Admin Costs</b>	<b>92,191</b>	<b>115,244</b>	<b>23,053</b>	<b>411,319</b>	<b>460,975</b>	<b>49,657</b>	<b>29.74%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	900	0	(900)	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services MISC	0	719	719	0	2,875	2,875	0.00%
<b>Total Tenant Services</b>	<b>0</b>	<b>719</b>	<b>719</b>	<b>900</b>	<b>2,875</b>	<b>1,975</b>	<b>0.00%</b>
Water	6,729	10,833	4,104	40,063	43,333	3,270	30.82%
Electricity	1,928	2,417	489	6,370	9,667	3,296	21.97%
Gas	951	500	(451)	2,078	2,000	(78)	34.64%
Sewer	647	10,108	9,461	85,625	40,433	(45,192)	70.59%
<b>Total Utilities - Project</b>	<b>10,255</b>	<b>23,858</b>	<b>13,604</b>	<b>134,137</b>	<b>95,433</b>	<b>(38,703)</b>	<b>46.85%</b>
Maintenance Salaries	29,110	30,044	934	116,807	120,176	3,369	32.40%
Maintenance Materials	31,142	10,417	(20,726)	83,469	41,667	(41,802)	66.77%
Maintenance Contract Costs	10,389	27,429	17,040	84,919	109,715	24,796	25.80%
Maintenance Fringe Benefits	6,115	16,825	10,710	19,016	67,299	48,283	9.42%
<b>Total Maintenance Costs</b>	<b>76,756</b>	<b>84,714</b>	<b>7,958</b>	<b>304,210</b>	<b>338,856</b>	<b>34,646</b>	<b>29.93%</b>
Protective Services	2,466	2,333	(132)	10,861	9,333	(1,528)	38.79%
Insurance-Liability/Property/Auto	0	16,021	16,021	8,160	64,083	55,923	4.24%
Other General Expenses	568	250	(318)	907	1,000	93	30.25%
PILOT	0	9,375	9,375	0	37,500	37,500	0.00%
Bad Debt - Tenant	0	4,167	4,167	0	16,667	16,667	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
<b>Total Other Operating Expenses</b>	<b>3,034</b>	<b>32,146</b>	<b>29,112</b>	<b>19,928</b>	<b>128,583</b>	<b>108,655</b>	<b>5.17%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,599	0	(1,599)	6,097	0	(6,097)	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>1,599</b>	<b>0</b>	<b>(1,599)</b>	<b>6,097</b>	<b>0</b>	<b>(6,097)</b>	<b>0.00%</b>
<b>TOTAL EXPENSES</b>	<b>183,834</b>	<b>256,681</b>	<b>72,847</b>	<b>876,591</b>	<b>1,026,723</b>	<b>150,133</b>	<b>28.46%</b>
<b>RETAINED EARNINGS</b>	<b>56,703</b>	<b>(866)</b>		<b>110,569</b>	<b>(3,463)</b>		<b>-1064.19%</b>

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

	Month to Date			Year to Date			YTD % 33.33%
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	0	0	0	0	0	0	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	1,613,614	95,315	(1,518,299)	1,613,614	381,259	(1,232,354)	141.08%
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>1,613,614</b>	<b>95,315</b>	<b>(1,518,299)</b>	<b>1,613,614</b>	<b>381,259</b>	<b>(1,232,354)</b>	<b>141.08%</b>
Administrative Employee Salaries	5,507	6,708	1,201	30,548	26,832	(3,716)	37.95%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	978	3,575	2,598	1,955	14,301	12,346	4.56%
Office Expenses	0	333	333	0	1,333	1,333	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	94	94	0	375	375	0.00%
Allocated Overhead	1,144	1,144	0	4,576	4,576	0	0.00%
Other Admin Expenses	0	208	208	51	833	782	0.00%
<b>Total Operating Admin Costs</b>	<b>7,628</b>	<b>12,063</b>	<b>4,434</b>	<b>37,131</b>	<b>48,251</b>	<b>11,121</b>	<b>25.65%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	0	0	0	0	0	0	0.00%
Resident Services	0	0	0	0	0	0	0.00%
<b>Total Tenant Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
<b>Total Utilities - Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	20,903	0	(20,903)	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>20,903</b>	<b>0</b>	<b>(20,903)</b>	<b>0.00%</b>
Protective Services	0	0	0	0	0	0	0.00%
Insurance-Liability/Property/Auto	0	0	0	0	0	0	0.00%
Other General Expenses	0	0	0	0	0	0	0.00%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENSES</b>	<b>7,628</b>	<b>12,063</b>	<b>4,434</b>	<b>58,034</b>	<b>48,251</b>	<b>(9,782)</b>	<b>40.09%</b>
<b>RETAINED EARNINGS</b>	<b>1,605,985</b>	<b>83,252</b>		<b>1,555,580</b>	<b>333,008</b>		<b>155.71%</b>

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

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	33.33% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	0	0	0	0	0	0	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	1,844,147	1,654,722	(189,425)	6,912,620	6,618,889	(293,731)	34.81%
Other Grant Revenue	0	0	336,265	0	0	672,530	0.00%
Investment Income-unrestricted	0	150	150	0	600	600	0.00%
Investment Income - restricted	0	4,167	4,167	0	16,667	16,667	0.00%
Fraud Recovery	1,695	4,167	2,472	22,543	16,667	(5,876)	45.09%
Other Income	2,929	625	(2,304)	3,554	2,500	(1,054)	47.39%
<b>TOTAL REVENUES</b>	<b>1,848,771</b>	<b>1,663,831</b>	<b>151,325</b>	<b>6,938,717</b>	<b>6,655,322</b>	<b>389,135</b>	<b>34.75%</b>
Administrative Employee Salaries	46,669	75,467	28,798	257,600	301,867	44,268	28.45%
Audit Fee	0	1,800	1,800	0	7,200	7,200	0.00%
Advertising & Marketing	0	417	417	0	1,667	1,667	0.00%
Admin Fringe Benefits & Taxes	0	40,224	40,224	0	160,895	160,895	0.00%
Office Expenses	4,193	10,417	6,223	29,940	41,667	11,727	23.95%
Legal Expenses	4,777	1,250	(3,527)	16,707	5,000	(11,707)	111.38%
Travel	0	350	350	0	1,400	1,400	0.00%
Allocated Overhead	26,355	26,355	0	105,421	105,421	0	33.33%
Other Admin Expenses	4,019	20,855	16,836	14,231	83,418	69,188	5.69%
<b>Total Operating Admin Costs</b>	<b>86,013</b>	<b>177,134</b>	<b>91,121</b>	<b>423,899</b>	<b>708,536</b>	<b>284,636</b>	<b>19.94%</b>
Tenant Services - Salaries	0	0	0	0	0	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	6,877	0	(6,877)	37,059	0	(37,059)	0.00%
Resident Services MISC	0	0	0	0	0	0	0.00%
<b>Total Tenant Services</b>	<b>6,877</b>	<b>0</b>	<b>(6,877)</b>	<b>37,059</b>	<b>0</b>	<b>(37,059)</b>	<b>0.00%</b>
Water	0	133	133	350	533	183	21.88%
Electricity	0	1,092	1,092	2,903	4,367	1,464	22.16%
Gas	0	83	83	17	333	317	1.66%
Sewer	0	125	125	39	500	461	2.60%
<b>Total Utilities - Project</b>	<b>0</b>	<b>1,433</b>	<b>1,433</b>	<b>3,308</b>	<b>5,733</b>	<b>2,425</b>	<b>19.23%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	212	417	204	5,354	1,667	(3,687)	107.08%
Maintenance Contract Costs	316	917	600	3,081	3,667	586	28.01%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>529</b>	<b>1,333</b>	<b>805</b>	<b>8,435</b>	<b>5,333</b>	<b>(3,102)</b>	<b>52.72%</b>
Protective Services	0	267	267	677	1,067	390	21.16%
Insurance-Liability/Property/Auto	0	433	433	0	1,733	1,733	0.00%
Other General Expenses	0	5,167	5,167	0	20,667	20,667	0.00%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>5,867</b>	<b>5,867</b>	<b>677</b>	<b>23,467</b>	<b>22,790</b>	<b>0.96%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,702,125	1,459,677	(242,448)	6,734,467	5,838,707	(895,761)	38.45%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>1,702,125</b>	<b>1,459,677</b>	<b>(242,448)</b>	<b>6,734,467</b>	<b>5,838,707</b>	<b>(895,761)</b>	<b>38.45%</b>
<b>TOTAL EXPENSES</b>	<b>1,795,544</b>	<b>1,645,444</b>	<b>(150,100)</b>	<b>7,207,846</b>	<b>6,581,776</b>	<b>(626,070)</b>	<b>36.50%</b>
<b>RETAINED EARNINGS</b>	<b>53,227</b>	<b>18,387</b>		<b>(269,129)</b>	<b>73,547</b>		<b>-121.98%</b>



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

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	33.33% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	(239)	0	239	(956)	0	956	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	140,631	107,452	(33,179)	445,017	429,809	(15,208)	34.51%
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	239	0	(239)	956	0	(956)	0.00%
Other Income	0	0	0	0	0	0	0.00%
<b>TOTAL REVENUES</b>	<b>140,631</b>	<b>107,452</b>	<b>(33,179)</b>	<b>445,017</b>	<b>429,809</b>	<b>(15,208)</b>	<b>34.51%</b>
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	125	125	0	500	500	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	0	0	0	0	0	0	0.00%
Office Expenses	0	417	417	0	1,667	1,667	0.00%
Legal Expenses	495	0	(495)	495	0	(495)	0.00%
Travel	0	0	0	0	0	0	0.00%
Allocated Overhead	2,474	2,474	(0)	9,894	9,894	0	33.33%
Other Admin Expenses	71	951	879	245	3,803	3,558	2.14%
<b>Total Operating Admin Costs</b>	<b>3,040</b>	<b>3,966</b>	<b>926</b>	<b>10,634</b>	<b>15,864</b>	<b>5,230</b>	<b>22.34%</b>
Tenant Services - Salaries	5,015	5,015	0	20,060	20,060	0	0.00%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	1,213	2,006	793	8,024	8,024	0	0.00%
Resident Services MISC	0	16,917	16,917	0	67,667	67,667	0.00%
<b>Total Tenant Services</b>	<b>6,228</b>	<b>23,938</b>	<b>17,710</b>	<b>28,084</b>	<b>95,751</b>	<b>67,667</b>	<b>0.00%</b>
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
<b>Total Utilities - Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Protective Services	0	0	0	0	0	0	0.00%
Insurance-Liability/Property/Auto	0	0	0	0	0	0	0.00%
Other General Expenses	0	0	0	0	0	0	0.00%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	105,579	78,880	(26,699)	421,145	315,520	(105,625)	44.49%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>105,579</b>	<b>78,880</b>	<b>(26,699)</b>	<b>421,145</b>	<b>315,520</b>	<b>(105,625)</b>	<b>44.49%</b>
<b>TOTAL EXPENSES</b>	<b>114,847</b>	<b>106,784</b>	<b>(8,064)</b>	<b>459,863</b>	<b>427,134</b>	<b>(32,729)</b>	<b>35.89%</b>
<b>RETAINED EARNINGS</b>	<b>25,784</b>	<b>669</b>		<b>(14,846)</b>	<b>2,675</b>		<b>-185.00%</b>

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

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	33.33% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	0	0	0	0	0	0	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	17,720	7,197	(10,522)	17,720	28,789	11,069	20.52%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	0	0	0	0	0	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	2	0	(2)	10,921	0	(10,921)	0.00%
<b>TOTAL REVENUES</b>	<b>17,721</b>	<b>7,197</b>	<b>(10,524)</b>	<b>28,640</b>	<b>28,789</b>	<b>149</b>	<b>33.16%</b>
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	0	0	0	0	0	0	0.00%
Office Expenses	0	0	0	0	0	0	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	0	0	0	0	0	0.00%
Allocated Overhead	0	0	0	0	0	0	0.00%
Other Admin Expenses	0	0	0	0	0	0	0.00%
<b>Total Operating Admin Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Tenant Services - Salaries	5,443	4,658	(785)	30,690	18,632	(12,058)	54.91%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	2,489	2,273	(216)	4,838	9,090	4,252	17.74%
Resident Services MISC	0	0	0	0	0	0	0.00%
<b>Total Tenant Services</b>	<b>7,932</b>	<b>6,931</b>	<b>(1,001)</b>	<b>35,528</b>	<b>27,722</b>	<b>(7,806)</b>	<b>42.72%</b>
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
<b>Total Utilities - Project</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
<b>Total Maintenance Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Protective Services	0	0	0	0	0	0	0.00%
Insurance-Liability/Property/Auto	0	0	0	0	0	0	0.00%
Other General Expenses	0	0	0	0	0	0	0.00%
PILOT	0	0	0	0	0	0	0.00%
Bad Debt - Tenant	0	0	0	0	0	0	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	0	0	0	0	0	0.00%
<b>Total Other Operating Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENSES</b>	<b>7,932</b>	<b>6,931</b>	<b>(1,001)</b>	<b>35,528</b>	<b>27,722</b>	<b>(7,806)</b>	<b>42.72%</b>
<b>RETAINED EARNINGS</b>	<b>9,789</b>	<b>267</b>		<b>(6,888)</b>	<b>1,067</b>		<b>-9.56%</b>

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

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	725,447												725,447
BEG. INVESTED IN CAPITAL ASSETS	0												0
HUD ADMIN FEE REVENUE	191,764												191,764
FRAUD RECOVERY	3,146												3,146
INTEREST INCOME / GAIN or LOSS INV	0												0
DEPRECIATION (reduces Capital Assets)	0												0
BAD DEBT-ADMIN / OPEB YE Adj	0												0
ADMINISTRATIVE EXPENDITURES	-93,985												-93,985
ENDING ADMIN RESERVE BALANCE	826,372	0	0	0	0	0	0	0	0	0	0	0	826,372
YTD Change in Admin.	100,925												100,925
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	270,415												270,415
HUD HAP REVENUE	1,844,147												1,844,147
FRAUD RECOVERY	3,146												3,146
FSS FORFEITURES	0												0
BAD DEBT-HAP	0												0
HOUSING ASSISTANCE PAYMENTS	-1,655,698												-1,655,698
ENDING HAP RESERVE BALANCE	462,010	0	0	0	0	0	0	0	0	0	0	0	462,010
YTD Change in HAP	191,595												191,595
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	1,654,722												1,654,722
HAP EXPENDITURES (Current Month)	1,749,683	0	0	0	0	0	0	0	0	0	0	0	1,749,683
CY 2024 HAP BUDGET UTILIZATION	106%												106%
BUDGET AVAILABLE (YTD)	1,654,722												1,654,722
TOTAL HAP EXPENDITURES (YTD)	1,749,683	0	0	0	0	0	0	0	0	0	0	0	1,749,683
BUDGET REMAINING (YTD)	(94,961)												(94,961)
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	2,214												2,214
UNIT MONTH'S AVAILABLE	2,254												2,254
OVER or (UNDER) LEASED	-40												-40
CY 2024 VOUCHER UTILIZATION	98%												98%
CY 2023 VOUCHER UTILIZATION	95%												95%
CY 2024 AVERAGE HAP	790												790
CY 2023 AVERAGE HAP	695												695

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

HACB FINANCIAL DATA													
ADMINISTRATIVE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING ADMIN RESERVES	59,954												59,954
BEG. INVESTED IN CAPITAL ASSETS	0												0
HUD EHV ADMIN FEE REVENUE	10,404												10,404
ADMINISTRATIVE EXPENDITURES	-8,510												-8,510
ENDING ADMIN RESERVE BALANCE	61,848	0	0	0	0	0	0	0	0	0	0	0	61,848
YTD Change in Admin.	1,894												1,894
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	364,111												364,111
HUD EHV HAP REVENUE	130,227												130,227
HOUSING ASSISTANCE PAYMENTS	-97,829												-97,829
ENDING HAP RESERVE BALANCE	396,509	0	0	0	0	0	0	0	0	0	0	0	396,509
YTD Change in HAP	32,398												32,398
HUD VOUCHER MGMT SYSTEM DATA (Incl. Accrued HAP Exp)													
HAP - Accrual Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
HAP BUDGET (Funding + Reserves)	107,452												107,452
HAP EXPENDITURES (Current Month)	106,339	0	0	0	0	0	0	0	0	0	0	0	106,339
CY 2024 EHV HAP BUDGET UTILIZATION	99%												99%
BUDGET AVAILABLE (YTD)	107,452												107,452
TOTAL HAP EXPENDITURES (YTD)	106,339	0	0	0	0	0	0	0	0	0	0	0	106,339
BUDGET REMAINING (YTD)	1,113												1,113
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	115												115
UNIT MONTH'S AVAILABLE	116												116
OVER or (UNDER) LEASED	-1												-1
CY 2024 VOUCHER UTILIZATION	99%												99%
CY 2023 VOUCHER UTILIZATION	81%												81%
CY 2024 AVERAGE HAP	925												925
CY 2023 AVERAGE HAP	906												906

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

UNITS LEASED SUMMARY	MAR'24	FEB'24	JAN'24	DEC'23	NOV'23	OCT'23	SEP'23	AUG'23	JUL'23	JUN'23	MAY'23	APR'23
BUTTE												
ACC UNIT MONTHS	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973	1973
CURRENT LEASED	2015	2004	2005	2010	2008	2015	2032	1985	1976	1979	1984	2005
VOUCHER UTILIZATION %	102.13%	101.57%	101.62%	101.88%	101.77%	102.13%	102.99%	100.61%	100.15%	100.30%	100.56%	101.62%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	54	54	54	55	57	59	59	59	62	61	62	62
VOUCHER UTILIZATION %	62.07%	62.07%	62.07%	63.22%	65.52%	67.82%	67.82%	67.82%	71.26%	70.11%	71.26%	71.26%
VASH												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	194	194	194
CURRENT LEASED	162	159	153	150	150	139	135	140	139	140	135	136
VOUCHER UTILIZATION %	83.51%	81.96%	78.87%	77.32%	77.32%	71.65%	69.59%	72.16%	71.65%	72.16%	69.59%	70.10%
TOTAL												
ACC UNIT MONTHS	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254	2254
CURRENT LEASED	2231	2217	2212	2215	2215	2213	2226	2184	2177	2180	2181	2203
VOUCHER UTILIZATION %	98.98%	98.36%	98.14%	98.27%	98.27%	98.18%	98.76%	96.89%	96.58%	96.72%	96.76%	97.74%

HAP SUMMARY*	MAR'24	FEB'24	JAN'24	DEC'23	NOV'23	OCT'23	SEP'23	AUG'23	JUL'23	JUN'23	MAY'23	APR'23
ACC BUDGET	\$ 1,753,868	\$ 1,753,868	\$ 1,753,868	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381	\$ 1,640,381
ACTUAL HAP	\$ 1,690,716	\$ 1,684,347	\$ 1,680,110	\$ 1,643,583	\$ 1,636,571	\$ 1,609,001	\$ 1,600,730	\$ 1,575,273	\$ 1,542,691	\$ 1,499,832	\$ 1,496,347	\$ 1,499,465
PER UNIT COST	\$ 758	\$ 760	\$ 760	\$ 742	\$ 739	\$ 727	\$ 719	\$ 721	\$ 709	\$ 688	\$ 686	\$ 681
BUDGET UTILIZATION %	96.40%	96.04%	95.79%	100.20%	99.77%	98.09%	97.58%	96.03%	94.04%	91.43%	91.22%	91.41%

ACTIVITY SUMMARY	MAR'24	FEB'24	JAN'24	DEC'23	NOV'23	OCT'23	SEP'23	AUG'23	JUL'23	JUN'23	MAY'23	APR'23
# PORT IN BILLED	0	0	0	0	0	0	0	0	0	0	0	0
#PORT OUT UNDER CONTRACT	50	46	46	43	38	37	34	33	33	34	34	35
ZERO HAP	12	16	16	20	17	13	15	15	17	22	22	27
UTILITY ASSISTANCE PAYMENTS	116	111	106	136	125	120	100	100	100	100	112	105
NEW ADMISSIONS	**	31	13	4	19	15	17	54	35	35	26	26
INITIAL VOUCHERS SEARCHING	24	29	33	37	35	38	47	42	99	82	137	121
ACTUAL/ESTIMATED EOP	17	17	14	12	14	16	18	21	17	17	15	23
REMAIN ON WAITING LIST	1500	1500	1500	1500	1506	1506	1506	1506	1506	1507	1523	1536

\*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  
2023**

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	1****	24	20	10	30	31	0 (12)***	18	40	173	%
Mar-24	15**	0	1****	1	2	1	1	0	12***	1	0	5	97.1%
Feb-24	14**	0	1****	1	5	1	1	2	12***	0	0	9	94.8%
Jan-24	15**	0	2	1	2	0	0	1	12***	0	3	6	96.6%
Dec-23	15**	0	2	0	1	0	0	0	12***	1	2	4	97.7%
Nov-23	17**	0	2	1	1	0	1	1	12***	1	1	5	97.1%
Oct-23	17**	0	2	0	1	0	0	0	12***	0	4	5	97.1%
Sep-23	14**	0	2	0	1	0	0	0	12***	0	4	5	97.1%
Aug-23	13**	0	1	0	0	0	1	0	12***	0	0	1	99.4%
Jul-23	13**	0	1	0	0	0	1	1	12***	0	0	2	98.9%
Jun-23	15**	0	1	0	0	0	1	0	12***	0	0	1	99.4%
May-23	16**	0	1	0	0	0	1	0	12***	1	1	3	98.3%
Apr-23	15**	0	0	1	0	0	1	0	12***	0	0	1	99.4%
Mar-23	18**	0	0	0	0	0	1	1	12***	0	0	2	98.9%
Feb-23	18**	0	0	0	0	0	0	2	12***	0	0	2	98.9%

\* Unit count adjusted by units offline - (17) uninhabitable and (10) less units due to rehab reconfiguration.

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

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

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

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Mar-24	1	2	1	2	2	4	4	16	95.4%
Feb-24	2	2	0	3	4	4	4	19	94.5%
Jan-24	3	2	0	5	2	2	2	16	95.4%
Dec-23	4	2	0	4	1	2	1	14	95.9%
Nov-23	3	3	1	2	1	2	1	13	96.2%
Oct-23	2	2	1	3	2	2	2	14	95.9%
Sep-23	3	3	1	2	2	2	2	15	95.7%
Aug-23	3	2	2	1	1	2	2	13	96.2%
Jul-23	3	2	1	2	1	3	2	14	95.9%
Jun-23	3	0	2	4	1	1	1	12	96.5%
May-23	3	1	2	4	2	0	1	13	96.2%
Apr-23	3	0	2	4	2	0	1	12	96.5%
Mar-23	1	0	3	3	2	0	1	10	97.1%
Feb-23	1	0	3	3	1	0	1	9	97.4%

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

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

## Public Housing

### Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	23 Transfer list	6+	1587	6+	1656	6+
2	1851	3+			646	2+
3	710	2+	630	1+	393	2+
4	220	5+			116	4+
5					23	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	416		318	2
2	228	7			63	
3	47	2	46	6	27	
4	16	4+			10	
5					1	

## MEMO

Date: March 14, 2024

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Status of HACB Construction Projects

As of March 13, 2024, the status of HACB construction activity follows:

### **2020A Bond – Activities:**

- As of this writing, **\$5,729,915** has been expended, representing approximately **60%** of the project fund. Expenses include the Property Condition Assessment Repairs and the larger scale capital improvement projects listed below.
- The eighth Disbursement of 2020A Bond proceeds has been received, where **\$1,113,412** was requested for reimbursement. To date, a total of **\$5,590,561** has been requisitioned for reimbursement, from the **\$9,503,644** in issuance funds.

### **Evanswood Estates Exterior Modernization, Oroville:**

- HACB staff and property manager, RSC Associates conducted a final walk-through of all units, noting uncompleted punch-list items. Once addressed, a Certificate of Substantial Completion will be issued, followed by a recorded Notice of Completion.
- As of this writing, the contractor is actively working to address the uncompleted items. It is anticipated that the contractor will achieve final completion by early April, 2024.



*Evanswood Estates, Oroville – new look*

### **Kathy Court Apartments, Paradise:**

- Construction is advancing at a remarkable rate amidst intermittent weather disruptions.
- The concrete foundations have been completed, and framing has commenced. The framing subcontractor elected to utilize pre-fabricated wall panels, which are built in a shop and delivered to the site where they can be set in-place very quickly.
- HACB staff is engaged in a collaborative effort with the design team, local utility providers, and the contractor to develop solutions for design discrepancies.

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HACB Construction Status Memo  
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- While unforeseen challenges have necessitated revisions to the plans, the the project has been able to adapt without impacting the project contingency fund.
- The second disbursement of the Town of Paradise CDBG-DR loan funds have been received. A total of **\$299,811** has been drawn on the **\$2,695,318** loan total.
- Final completion is currently slated for March, 2025.



*Concrete foundation placement in process*



*Concrete slab placement in process*



*Delivery of pre-fabricated wall panels*



*First floor framing in process*



*Second floor framing in process*



*Second floor framing in process*

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HACB Construction Status Memo

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

- RSC Associates has completed the replacement of the windows and antiquated electrical panels in each unit.
- The upper level walkway repair plans were submitted to the City of Chico on December 11, 2023, and are now approved.
- A minor plan change has delayed the issuance of the bid package; it is now anticipated the bid advertisement will be issued in April, with repairs commencing in May 2024.



*Lincoln Apartments, Chico – Window replacement complete*

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

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



*Pergola slated for replacement*



*Community Building prior to improvements*

*March 14, 2024  
HACB Construction Status Memo  
pg. 3*

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

- Demolition of the structures is moving forward. Bids for the project were advertised in early February, and two bids were received at the bid opening. HACB staff is currently evaluating the bids to ensure they meet all requirements. Once a qualified bidder is selected, a contract will be awarded and demolition is expected to be completed in April.
- In corresponding with the City of Oroville, it was discovered that a ballot measure will be on the November 5<sup>th</sup>, 2024 ballot which, if approved, repeals Article 34 of the State Constitution (requiring voter approval of any Public Housing). HACB staff will continue collaboration with the City of Oroville to pursue resolution in the event the ballot measure is unsuccessful.



*Project site and structure slated for demolition*

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

- HACB staff applied for the Backup Generator Funding Program in December 2022. The program provides backup generators to drinking water systems that do not have adequate backup electrical supply to ensure continuous operations during power failures.
- The HACB's application was accepted and the Rural Community Assistance Corporation (RCAC) has been assigned to administer the project with support for procurement, planning and design, and installation of a new standby generator.
- The project officially commenced with a kick-off meeting on February 21<sup>st</sup>. HACB staff is currently finalizing a Memorandum of Understanding (MOU) with RCAC. Upon completion of the MOU, planning and design activities will begin.
- The project is expected to be completed within a timeframe of 14 to 24 months, contingent on potential procurement delays.



*FLH Wellhead*

*March 14, 2024  
HACB Construction Status Memo  
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## 12 Month HACB Construction Project Schedule - March 14, 2024

	Budgeted Amount	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25
<b>Evanswood Estates, Oroville</b>													
Exterior Modernization	\$3,371,940												
<b>Lincoln Apartments, Chico</b>													
Stair and Second Floor Walkway Repair Project	\$650,000												
<b>Park Place Apartments, Oroville</b>													
Community Building Renovation and Site Improvements	\$326,429												
<b>Kathy Court Apartments, Paradise</b>													
Replacement Project	\$6,738,294												
<b>2131 Fogg Avenue, Oroville</b>													
Design Development and Construction Drawings	\$450,000												
Seek Funding and Grant Application Preparation	\$50,000												
Demolish Existing Vacant Single Family Residence	\$50,000												
<b>Farm Labor Housing, Gridley</b>													
Well 03 Backup Generator Installation	Grant Funded												
<b>Total next 12 months:</b>		<b>\$12,240,088</b>											

	Design/Bid Phase
	Construction Phase
	Completed

## MEMO

Date: March 14, 2024

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

As of March 14, 2024, the status of HUD Public Housing Capital Fund activity follows:

- Public Housing (43-10) Winston Gardens, Oroville – HUD Safety Grant: Access Control and Video Surveillance (ACS) Systems, RFP issued in February, a proposal was received from Gaynor Technologies to design, purchase, install, and maintain an access control and video surveillance systems at the property. Gaynor will coordinate plans with HMR Architects and the General Contractor hired to construct the ACS infrastructure, fencing and lighting in Summer 2024.
- Public Housing – Roof Replacement Project (43-14, 43-15) The work includes reroofing of all Public Housing units (70) and ancillary structures in Oroville other than Winston Gardens Apts. Contract was awarded to Above Board Construction (ABC) for \$580,653. ABC Roofing has completed six roofs, with six more roofs scheduled beginning mid-March. Project has been delayed slightly due to inclement weather.
- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles; no units have been completed during 2024; 153 of 232 Public Housing units have been completed overall. The work is being accomplished at unit turnover.

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

**Capital Fund 2020, Funding Amount \$875,339, to be expended by March 25, 2026**

This Capital Fund is 100% obligated and 94% expended. Projects Included:

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **ADA Unit Accessibility Work** – Winston Gardens (43-10), three units and the community room to be upgraded to full accessibility standards, 100% complete.
- **Maintenance Sheds Re-roof** – Abate asbestos roofing and lead paint, repair dry rot damage, install new roofs. 100% complete.

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HUD Public Housing Capital Fund Report  
pg. 1

**Capital Fund 2021, Funding Amount \$913,365, to be expended by February 22, 2025**

This Capital Fund is 99.55% obligated and 90.53% expended.

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Unit Range Replacements** - Replaced (122) select Gas Ranges which have reached the end of their useful life. Installation was completed August 2022.
- **Tree Trim and Removal Project** – Trimmed 294 trees and removed 12 trees, complete.
- **Community Room Improvements** – Winston Gardens (43-10), Community Room accessibility and water distribution improvements, 100% complete.
- 

**Capital Fund 2022, Funding Amount \$1,113,256.00, to be expended by May 11, 2026**

This Capital Fund is 94.88% obligated and 36.80% expended.

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

**Capital Fund 2023, Funding Amount \$1,143,778, to be expended by May 11, 2026**

This Capital Fund is 12% obligated and 0% expended.

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Water Heater Replacement Project**– Countywide, replace water heaters which have reached the end of their useful life, in planning
- **Bathroom Tub/Shower Remodel** – Select concrete block units, in planning.
- **Kitchen Remodel** – Select units, in planning.

**Capital Fund 2023E, Safety and Security Grant for Winston Gardens,  
Funding Amount \$225,639, to be expended by September 17, 2025**

This Capital Fund is 0.0% obligated and 0.0% expended.

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

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 3/14/2024

Capital Funds CF-20, CF-21, CF-22, CF-23, CF-23E

		CF-20			CF-21			CF-22			CF-23			CF-23E Safety and Security Grant			Totals		
		Original	Obligated	Expended	Original	Obligated	Expended	Original	Obligated	Expended	Original	Obligated	Expended	Original	Obligated	Expended	Orig/Revised	Expended	Balance
Line No.	Summary by Development Account																		
	Total Non-CGP Funds																		
1	100 Reserved Budget				4,153.00			3,800.00			3,601.00						11,554.00	-	11,554.00
2	1406 Operations (25% Max)	90,000.00	90,000.00	90,000.00	27,875.00	27,875.00	27,875.00	58,149.00	58,149.00	58,149.00	45,668.00	45,668.00					250,503.00	202,225.75	48,277.25
3	1408 Management Improvements										5,000.00						7,000.00	1,883.79	5,116.21
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	111,325.00	91,336.00	91,336.00					462,372.00	371,481.00	90,891.00
14	1480 General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment	697,686.50	697,686.50	646,170.99	794,154.00	794,154.00	711,416.84	943,782.00	890,376.53	241,613.61	1,001,774.00			225,639.00	-	-	4,138,624.50	2,302,709.90	1,835,914.60
		875,219.50	875,219.50	823,703.99	917,618.00	913,365.00	830,627.84	1,117,056.00	1,059,850.63	411,087.61	1,147,379.00	137,004.00	-	225,639.00	-	-	4,870,053.50	2,876,300.44	1,991,753.06
		100.00%		94.11%		99.55%	90.53%		94.88%	36.80%		12%	0%		0.00%	0.00%			



HUD Low Income Public Housing

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

		100 Reserved Budget	1406 Operations	1408 Mgmt. Improvements	1410 Admin	1480 General Capital Activity	Totals	"UC" Under Contract
Acct Code	Cash Available as of 3/14/2024	11,554.00	48,277.25	5,116.21	90,891.00	1,835,914.60	1,991,753.06	
	CF-20, CF-21, CF-22, CF-23, CF23E Funding							
100	Reserved Budget	11,554.00					11,554.00	
1406	Operations		48,277.25				48,277.25	
1408	Management Improvements			5,116.21			5,116.21	
1410	Administration				90,891.00		90,891.00	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment					1,835,914.60	1,835,914.60	
							1,991,753.06	Total

0.00 0.00 0.00 0.00 0.00 0.00



## MEMO

Date: March 14, 2024

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 March 1, there are a total of (74) occupied units. There was (1) move-in earlier this month and only (1) move-out in the month of February. A total of (13) concrete block units are vacant and are rent ready. (18) units are deemed uninhabitable, and (10) are offline, waiting for the next phase renovation. All of the remodeled units are currently occupied. There are no pending unlawful detainers or intent to vacate notices at this time.

AWI staff continue their marketing efforts - applicant traffic continues to be slow. There's (2) applicants in the eligibility process that may move-in before the end of the month. Marketing includes distribution of flyers to local farms and businesses, a listing on Craig's List, and \$100 referral reward coupons to residents who make successful referrals. AWI is also offering a one-month free rent move-in special for all applicants. AWI will coordinate outreach to local farms and canneries, to improve the Wait List.



*Renovated 1980's era Concrete Block Housing*

USDA-RD failed to respond to the waiver request that would permit occupancy by over-income and/or non-farm labor households, and allow current over-income residents to remain. AWI has obtained a USDA-RD compliant Market Study, currently under review and being readied for submittal to USDA-RD. The study will provide further basis for the waiver request.

In October 2023 HACB was notified by California Department of Public Health (CDPH) of an environmental investigation at the FLH property at 1491 Ogden Avenue. Lead hazards in paint and soil were identified in seven (7) areas in and around the home. The investigation was triggered by a resident child with elevated blood lead levels. The household has been relocated to a newly renovated unit with no lead. A final inspection with a representative from CDPH was performed last month and abatement is complete.



*Unrenovated 1980's era Concrete-block Unit*

Chavarria's Landscaping continues with landscape upkeep. Gridley Public Works is on track to install their new generator for the sewer lift station, and paving its driveway from the street. Staff obtained (2) estimates for tree trimming; a vendor has been chosen, and the work scheduled. Gutter cleaning of all the rental units will take place once the tree trimming is complete.

Mi C.A.S.A.'s monthly food distribution was held on March 12<sup>th</sup>, 2024. Mi CASA's Spring Semester Session is underway, with high attendance from residents. For the 2025 NAHRO poster contest we received (2) poster entries from Mi CASA students; one was chosen by staff to be judged at the NorCal/Nevada NAHRO conference. The Mi CASA poster entry in the Elementary category was chosen, and will move on to Regional NAHRO competition in Santa Clara, seeking to move on to the National NAHRO competition.



*Garden behind renovated Unit*



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

AWI continues work to renovate concrete block units on Ogden Avenue. A rental unit previously marked as uninhabitable on Ogden Avenue due a bathtub has been recently repaired and is now rent ready. This initiative will establish a third category of concrete block units in inventory, the three categories including un-rehabilitated, moderately rehabilitated, and completely rebuilt.



*State Demonstration “Demo” Housing Unit*

Additional funds are being sought to continue property building renovation. The USDA is not a factor. State Joe Serna Jr. Farmworker Housing and other program funds are contemplated. Renovation and/or demolition and/or historic preservation of the historically significant 1930’s era wooden units is pressing – only nine of the original twenty-four wooden units are habitable.



*1930’s era Wood Frame Units*

Rural Community Assistance Corporation (RCAC), on behalf of the State Water Board, will be working with staff to coordinate, design and install the grant-funded backup generator for the community well.

Please find third party property manager AWT’s February, 2024 report following.

**Gridley Farm Labor Housing  
February 2024**



Separate Variance Report explaining budget differences and expenditures.

**Updates:**

**GFLH** had 73 occupied at the end of February. One move-in occurred on March 8<sup>th</sup> bringing current occupancy to 74 units. No move-ins and one move-out during the month of February.

**Occupancy:**

- 74 Occupied
- 10 units held for the next phase of rehab
- 18 units deemed uninhabitable (826 Maitland vacated on 2/29- increasing the number off offline units)
- 13 units available for occupancy

**\*\*\*All renovated units are occupied.**

Currently there are no notices to vacate on hand or terminations in process.

**Unit Turns:**

- ERN867 Unit market ready. Working applicant.
- ERN863 Unit in process. Working on applicant.

Advertising is ongoing via Craigslist, The Publisher, Flyers, Signage, Resident referral, move in specials, outreach to ag employers, canneries, etc...

To date in March, 6 rents are outstanding, including the below. Property Manager is following up to collect.

- Unit SU1528 – Balance \$1,121.35 10/30 Day notice served
- Unit BO1520 – Balance \$1,907.00 Payment plan
- Unit OG1457 – Balance \$1,422.00 Payment plan

The wall furnace for DEMO unit Kirk 1584 has been replaced.

Unit 1491 Ogden abatement is completed, invoice paid from operating.

During the high wind & storms a tree fell at unit 827 Rutland, causing the electrical panel and meter to detach from building. PG&E and a local vendor made repairs. The tree was removed.

Annual tree trimming to eliminate safety hazards is scheduled. Gutter cleaning will take place once tree trimming is complete.

The backup generator project will kick-off soon.

Butte County Public Health has provided the 2024 chemical monitoring schedule for the water system at GFLH. The schedule has been forwarded to Lance, the small well operator, to ensure testing is completed and reported on time.

Gridley Farm Labor 645  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 118,123.00	\$ 118,448.00	\$ (325.00)	\$ 577,583.00	\$ 592,240.00	\$ (14,657.00)
Vacancies	(26,938.00)	(23,142.92)	(3,795.08)	(126,066.00)	(115,714.59)	(10,351.41)
Manager's Unit	(1,230.00)	(1,230.00)	0.00	(6,150.00)	(6,150.00)	0.00
<b>Total Tenant Rent</b>	<b>\$ 89,955.00</b>	<b>\$ 94,075.08</b>	<b>\$ (4,120.08)</b>	<b>\$ 445,367.00</b>	<b>\$ 470,375.41</b>	<b>\$ (25,008.41)</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 227.10	\$ 216.67	\$ 10.43	\$ 1,102.20	\$ 1,083.34	\$ 18.86
Interest Income	124.90	2.50	122.40	480.66	12.50	468.16
Restricted Reserve Interest Incom	22.67	0.00	22.67	110.59	0.00	110.59
Other Tenant Income	\$ 0.00	\$ 91.67	\$ (91.67)	\$ 237.00	\$ 458.34	\$ (221.34)
Miscellaneous Income	\$ 613.00	\$ 0.00	\$ 613.00	\$ 711.00	\$ 0.00	\$ 711.00
<b>Other Project Income</b>	<b>\$ 987.67</b>	<b>\$ 310.84</b>	<b>\$ 676.83</b>	<b>\$ 2,641.45</b>	<b>\$ 1,554.18</b>	<b>\$ 1,087.27</b>
<b>Total Project Income</b>	<b>\$ 90,942.67</b>	<b>\$ 94,385.92</b>	<b>\$ (3,443.25)</b>	<b>\$ 448,008.45</b>	<b>\$ 471,929.59</b>	<b>\$ (23,921.14)</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 33,325.27	\$ 35,903.18	\$ (2,577.91)	\$ 123,646.74	\$ 179,515.86	\$ (55,869.12)
Utilities (From Pg 2)	8,241.20	10,841.09	(2,599.89)	45,446.47	54,205.43	(8,758.96)
Administrative (From Pg 2)	14,749.38	15,386.92	(637.54)	71,210.16	76,934.59	(5,724.43)
Taxes & Insurance (From Pg 2)	8,966.08	8,510.25	455.83	40,130.39	42,551.25	(2,420.86)
Other Taxes & Insurance (Fr Page	2,067.15	5,356.07	(3,288.92)	17,631.94	26,780.39	(9,148.45)
Other Project Expenses	1,644.30	2,158.26	(513.96)	3,473.50	10,791.27	(7,317.77)
<b>Total O&amp;M Expenses</b>	<b>\$ 68,993.38</b>	<b>\$ 78,155.77</b>	<b>\$ (9,162.39)</b>	<b>\$ 301,539.20</b>	<b>\$ 390,778.79</b>	<b>\$ (89,239.59)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 12,558.96	\$ 12,558.58	\$ .38	\$ 62,794.80	\$ 62,792.91	\$ 1.89
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 3,125.00	\$ 3,125.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	14,375.00	14,375.00	0.00
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 16,058.96</b>	<b>\$ 16,058.58</b>	<b>\$ .38</b>	<b>\$ 80,294.80</b>	<b>\$ 80,292.91</b>	<b>\$ 1.89</b>
<b>Total Project Expenses</b>	<b>\$ 85,052.34</b>	<b>\$ 94,214.35</b>	<b>\$ (9,162.01)</b>	<b>\$ 381,834.00</b>	<b>\$ 471,071.70</b>	<b>\$ (89,237.70)</b>
<b>Net Profit (Loss)</b>	<b>\$ 5,890.33</b>	<b>\$ 171.57</b>	<b>\$ 5,718.76</b>	<b>\$ 66,174.45</b>	<b>\$ 857.89</b>	<b>\$ 65,316.56</b>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (22.67)	\$ 0.00	\$ (22.67)	\$ 1,389.41	\$ 0.00	\$ 1,389.41
T & I Transfers	(9,872.69)	0.00	(9,872.69)	84,841.94	0.00	84,841.94
Operating-MMKT-FFB*	(84.71)	0.00	(84.71)	(100,292.06)	0.00	(100,292.06)
Sec Dep Owner Held	500.00	0.00	500.00	(54.00)	0.00	(54.00)

Gridley Farm Labor 645  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rent Annuity	\$ 53,425.00	\$ 0.00	\$ 53,425.00	\$ 262,125.00	\$ 0.00	\$ 262,125.00
Rent Subsidy	(53,425.00)	0.00	(53,425.00)	(262,125.00)	0.00	(262,125.00)
Authorized Reserve - Other	0.00	0.00	0.00	(1,500.00)	0.00	(1,500.00)
Tenant Receivables	970.00	0.00	970.00	996.00	0.00	996.00
Other Receivables	5,632.75	0.00	5,632.75	(60,368.72)	0.00	(60,368.72)
Rental Assistance	(252.00)	0.00	(252.00)	(1,071.00)	0.00	(1,071.00)
Accounts Payable - Trade	(10,192.03)	0.00	(10,192.03)	(9,564.53)	0.00	(9,564.53)
Sewer-Accrual	2,469.58	0.00	2,469.58	8,436.47	0.00	8,436.47
Accrued Property Taxes	(15,477.00)	0.00	(15,477.00)	(13,121.64)	0.00	(13,121.64)
Accrued Local Administration Fee	625.00	0.00	625.00	3,125.00	0.00	3,125.00
Total Other Cash Flow Items	\$ (25,703.77)	\$ 0.00	\$ (25,703.77)	\$ (87,183.13)	\$ 0.00	\$ (87,183.13)
Net Operating Cash Change	\$ (19,813.44)	\$ 171.57	\$ (19,985.01)	\$ (21,008.68)	\$ 857.89	\$ (21,866.57)

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 88,989.56	\$ 67,980.88	\$ (21,008.68)
Operating-MMKT-FFB*	0.00	100,292.06	100,292.06
Tax & Insurance - FFB	192,911.66	107,995.10	(84,916.56)
Tax & Insurance - MMKT - FFB*	(74.62)	0.00	74.62
RD Reserves - FFB	44,307.73	57,293.32	12,985.59
Cash - Owner Held Reserves**	396,699.00	396,699.00	0.00

Payables & Receivables:			
Accounts Payable - Trade	9,642.50	77.97	(9,564.53)
Rents Receivable - Current Tenants	6,706.35	5,718.35	(988.00)
Other Tenant Charges Receivable	10.00	2.00	(8.00)

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

Maintenance Payroll	\$ 7,799.80	\$ 6,820.92	\$ 978.88	\$ 38,112.90	\$ 34,104.59	\$ 4,008.31
Janitorial/Cleaning Supplies	252.06	79.75	172.31	1,316.83	398.75	918.08
Plumbing Repairs	155.00	832.92	(677.92)	885.00	4,164.59	(3,279.59)
Painting & Decorating	244.77	199.42	45.35	820.67	997.09	(176.42)
Repairs & Maintenance - Supply	724.95	1,532.33	(807.38)	5,702.44	7,661.66	(1,959.22)
Repairs & Maintenance - Contract	1,416.00	2,252.92	(836.92)	2,204.00	11,264.59	(9,060.59)
Grounds Maintenance	8,200.00	8,000.00	200.00	40,342.96	40,000.00	342.96
Pest Control Service	0.00	249.42	(249.42)	1,470.00	1,247.09	222.91
Fire/Alarm Services	0.00	1,588.50	(1,588.50)	0.00	7,942.50	(7,942.50)
Security Service	1,713.60	0.00	1,713.60	8,736.96	0.00	8,736.96
Capital Improvements - Other	11,405.00	11,983.33	(578.33)	18,772.00	59,916.66	(41,144.66)

Gridley Farm Labor 645  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - Flooring	\$ 0.00	\$ 975.00	\$ (975.00)	\$ 0.00	\$ 4,875.00	\$ (4,875.00)
Capital Improvements - Appliance	1,414.09	697.25	716.84	3,713.21	3,486.25	226.96
Capital Improvements - HVAC Repl	0.00	250.00	(250.00)	556.70	1,250.00	(693.30)
Capital Improvements - Water Heat	0.00	142.50	(142.50)	0.00	712.50	(712.50)
Carpet Cleaning	0.00	25.08	(25.08)	0.00	125.41	(125.41)
HVAC Repairs	0.00	53.42	(53.42)	974.00	267.09	706.91
Cable Service	0.00	178.75	(178.75)	0.00	893.75	(893.75)
Tenant Services	0.00	41.67	(41.67)	39.07	208.34	(169.27)
<b>Total Maint. &amp; Operating Exp.</b>	<b>\$ 33,325.27</b>	<b>\$ 35,903.18</b>	<b>\$ (2,577.91)</b>	<b>\$ 123,646.74</b>	<b>\$ 179,515.86</b>	<b>\$ (55,869.12)</b>
Utilities:						
Electricity	\$ 2,984.46	\$ 2,666.67	\$ 317.79	\$ 13,760.97	\$ 13,333.34	\$ 427.63
Water	0.00	2,916.67	(2,916.67)	11,426.78	14,583.34	(3,156.56)
Sewer	2,469.58	2,174.42	295.16	8,436.47	10,872.09	(2,435.62)
Heating Fuel/Other	578.16	583.33	(5.17)	1,762.37	2,916.66	(1,154.29)
Garbage & Trash Removal	2,209.00	2,500.00	(291.00)	10,059.88	12,500.00	(2,440.12)
<b>Total Utilities</b>	<b>\$ 8,241.20</b>	<b>\$ 10,841.09</b>	<b>\$ (2,599.89)</b>	<b>\$ 45,446.47</b>	<b>\$ 54,205.43</b>	<b>\$ (8,758.96)</b>
Administrative:						
Manager's Salary	\$ 5,894.71	\$ 7,713.58	\$ (1,818.87)	\$ 32,065.96	\$ 38,567.91	\$ (6,501.95)
Management Fees	7,390.00	6,715.00	675.00	33,740.00	33,575.00	165.00
Bad Debt Expense	798.00	0.00	798.00	1,048.50	0.00	1,048.50
Auditing	666.67	666.67	0.00	3,333.35	3,333.34	.01
Legal	0.00	291.67	(291.67)	73.75	1,458.34	(1,384.59)
Other Administrative Expenses	0.00	0.00	0.00	948.60	0.00	948.60
<b>Total Administrative Expense</b>	<b>\$ 14,749.38</b>	<b>\$ 15,386.92</b>	<b>\$ (637.54)</b>	<b>\$ 71,210.16</b>	<b>\$ 76,934.59</b>	<b>\$ (5,724.43)</b>
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 1,493.33	\$ (1,493.33)	\$ 0.00	\$ 7,466.66	\$ (7,466.66)
Special Assessments	2,500.00	2,117.50	382.50	12,500.00	10,587.50	1,912.50
Property Insurance	6,466.08	4,899.42	1,566.66	27,630.39	24,497.09	3,133.30
<b>Total Taxes &amp; Insurance Expense</b>	<b>\$ 8,966.08</b>	<b>\$ 8,510.25</b>	<b>\$ 455.83</b>	<b>\$ 40,130.39</b>	<b>\$ 42,551.25</b>	<b>\$ (2,420.86)</b>
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,512.62	\$ 1,270.58	\$ 242.04	\$ 6,564.08	\$ 6,352.91	\$ 211.17
Other Taxes, Fees & Permits	0.00	116.33	(116.33)	8,272.81	581.66	7,691.15
Bond Premiums	0.00	15.00	(15.00)	0.00	75.00	(75.00)
Worker's Compensation Insurance	546.69	1,075.83	(529.14)	2,705.63	5,379.16	(2,673.53)
Personnel Medical Insurance	7.84	2,878.33	(2,870.49)	89.42	14,391.66	(14,302.24)
<b>Total Other Taxes &amp; Insurance</b>	<b>\$ 2,067.15</b>	<b>\$ 5,356.07</b>	<b>\$ (3,288.92)</b>	<b>\$ 17,631.94</b>	<b>\$ 26,780.39</b>	<b>\$ (9,148.45)</b>
Other Project Expenses						
Telephone & Answering Service	\$ 93.47	\$ 314.67	\$ (221.20)	\$ 422.87	\$ 1,573.34	\$ (1,150.47)



Gridley Farm Labor 645  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Internet Service	\$ 398.75	\$ 135.33	\$ 263.42	\$ 1,878.71	\$ 676.66	\$ 1,202.05
Advertising	0.00	375.00	(375.00)	68.17	1,875.00	(1,806.83)
Water/Coffee Service	0.00	0.00	0.00	11.00	0.00	11.00
Office Supplies & Expense	1,087.07	504.42	582.65	(307.74)	2,522.09	(2,829.83)
Postage	0.00	41.75	(41.75)	31.95	208.75	(176.80)
Toner/Copier Expense	0.00	27.75	(27.75)	105.82	138.75	(32.93)
Office Furniture & Equipment Expe	32.17	0.00	32.17	377.04	0.00	377.04
Travel & Promotion	0.00	611.92	(611.92)	207.50	3,059.59	(2,852.09)
Training Expense	0.00	104.17	(104.17)	524.33	520.84	3.49
Credit Checking	32.84	13.42	19.42	131.36	67.09	64.27
Employee Meals	0.00	29.83	(29.83)	22.49	149.16	(126.67)
Total Other Project Expenses	<u>\$ 1,644.30</u>	<u>\$ 2,158.26</u>	<u>\$ (513.96)</u>	<u>\$ 3,473.50</u>	<u>\$ 10,791.27</u>	<u>\$ (7,317.77)</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	\$ 62,794.80	\$ 62,792.91	\$ 1.89
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 3,125.00	\$ 3,125.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	14,375.00	14,375.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 16,058.96</u>	<u>\$ 16,058.58</u>	<u>\$ .38</u>	<u>\$ 80,294.80</u>	<u>\$ 80,292.91</u>	<u>\$ 1.89</u>
Total Expenses	<u><u>\$ 85,052.34</u></u>	<u><u>\$ 94,214.35</u></u>	<u><u>\$ (9,162.01)</u></u>	<u><u>\$ 381,834.00</u></u>	<u><u>\$ 471,071.70</u></u>	<u><u>\$ (89,237.70)</u></u>
Authorized Reserve - Other	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 1,500.00</u>	<u>\$ 0.00</u>	<u>\$ 1,500.00</u>
	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	\$ 1,500.00

## MEMO

Date: March 14, 2024

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

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

### Bond-Financed

- Alamont Apartments, Chico (30 units, family)
- Cordillera/Cameo Apartments, Chico (20 units, family)
- Evanswood Estates, Oroville (31 units, family)
- Lincoln Apartments, Chico (18 units, family)
- Locust Apartments, Chico (10 units, family)
- Park Place Apartments, Oroville (40 units, senior)

### Other-Owned

- Gridley Springs II, Gridley (24 units, family)
- Kathy Court Apartments, Paradise (12 units, family)
- 2131 Fogg Ave, (1 single family house)
- 1744 Laurel St, Chico (1 single family house)

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

**Alamont Apartments, Chico** (30 units, family, RSC) – There was one (1) vacancy as of the first of March, but it is now occupied. All rents were collected for the month. Total YTD income is \$3,135 more than budget, at \$153,297. Total expenses are \$13,185 less than anticipated, bringing the NOI to \$16,320 more than budget, at \$106,994. Property roof replacement is complete, as well as HVAC unit and deck reconstructions, all paid thru 2020A Bond funds.



*Alamont Apartments, 811 West East Avenue, Chico*

**Cordillera/Cameo Apartments, Chico** (20 units, family, RSC) - The property has two (2) vacancies as of March 1<sup>st</sup>, three (3) less than the five (5) reported last month. RSC reviews

unpaid rents in their monthly narrative following, including three units, explained in detail. The homeless camp set up along the bike path behind the complex was removed by the City of Chico this past month. The ongoing vandalism to the back property chain-link fence has now been resolved. Total YTD income is below budget at \$84,773 due to the vacancy loss experienced. Total YTD Operating Expenses are higher than budget by \$1,368 due to the administrative, turnover, and maintenance expenses being higher YTD. The NOI comes to \$39,583, or \$3,664 less than budget.



*Cordillera Apartments, Cameo Way, Chico*

**Evanswood Estates Apartments, Oroville** (31 units, family, RSC) – There were no (0) vacancies as of the first of March. Both vacant units were re-rented. One household owes a small amount of rent, which management is collecting. All other rents were fully collected for the month. Total income YTD is \$1,015 more than anticipated at \$195,082. Total Operating Expenses are \$520 more than budget, at \$98,816. YTD NOI is \$494 more than budget, at \$96,265.

**Units #21, 25, and 33**, purchased and tracked separately, were occupied, with no unpaid rents. Income and expenses are all within or slightly ahead of budget, with expenses being lower than budget. YTD NOI is \$1,478 more than budget, at \$9,224.



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





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

**Lincoln Apartments, Chico** (18 units, family, RSC) – Lincoln Apartments has one (1) vacancy as of the first of the month. All rents have been collected. Total YTD income is ahead of budget by \$2,611, at \$74,961. Total YTD Expenses are under budget by \$467, bringing YTD NOI to \$39,121, or \$2,143 more than budget. The additional bond-funded improvements have been completed, including electrical service panel replacements, and window replacements. The remaining items such as the exterior stairways, railing, and access improvements are still in the process of being completed in 2024. The improvements may require relocation of several households on the second level of the property during construction.

**Locust Apartments, Chico** (10 units, family, RSC) – The property has one (1) vacancy as of March 1<sup>st</sup>. All households paid rent for the month with the exception of one unit who owes a small portion of rent. Total income YTD is below budget by \$574, at \$38,540. Total Expenses are lower than budget by \$6,768, so NOI came in higher than budget by \$6,194, at \$25,075. The majority of bond-funded capital improvements are complete, with replacement of water heaters, range hoods, and GFCI outlets



*Locust Apartments, 1519 Locust Street, Chico*





*Park Place Apartments, 2105 Park Avenue, Oroville*

**Park Place Apartments, Oroville** (40 units, senior, RSC) – The month ended with no (0) vacancies. All rents were paid, with the exception of one unit, owing a small balance. Total YTD Income is higher than budget by \$1,388, at \$141,573. Expenses are higher than budget due to turnover cost associated with the four units previously turned over. Utility, Turnover, and Maintenance expenses were \$20,321 higher than anticipated YTD, bringing NOI to \$18,933 less than budget, at \$59,589. Bond-funded work, including equipment and pergola replacements, upgrade of the Community Room, and site path of travel improvements, are in process, with property management collecting bids, work is anticipated for late in 2024.

### **Other-Owned Properties**

**Gridley Springs II, Gridley** (24 units, Family, Arrowhead Housing) The property has one (1) vacancy as of March 1<sup>st</sup>, scheduled to be occupied by mid-March. There are no additional 30-day notices. Property management has transitioned to Arrowhead Housing, with ending and starting balances confirmed. Annual interior inspections are scheduled for later in the month. YTD income is down compared to budget, as rent increases will occur throughout the year. Expenses YTD are lower than anticipated, \$7,070 below budget, at \$52,314, bringing YTD NOI to \$9,096, or \$6,715 less than anticipated. Please find Arrowhead's short narrative, following.



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

**Kathy Court Apartments, Paradise** (12 units, family, RSC) – The general contractor, Modern Construction, has completed the building pad, under-slab utilities, and foundation. Framing is now underway. The building is scheduled for completion September 2024.



*Kathy Court Apartments, Kay Court, Paradise – Ready for Roof Trusses*

**2131 Fogg Ave, Oroville** (SFH, HACB) – The single-family house is vacant, as of mid-April. Board action was approved to remove the building in anticipation of a multi-family development initiative. A contractor is being secured to complete the removal, scheduled to be completed in March-April.



March 7, 2024

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

RE: February 2024 HACB Monthly Financial Package

Dear Mr. Mayer:

Below is a summary of the February 2024 key operational activities and highlights of significant financial results for HACB properties managed by RSC. For additional details, please review the following financial reports provided for each property:

1. Cash Flow Summary
2. Balance Sheet
3. Budget Comparison
4. General Ledger
5. Trial Balance
6. Tenant Rent Roll
7. 12 Month Income Statement
8. 2023/2024 Performance Review
9. Capital Improvement Summary

### **1519 Locust Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 90% at the end of February. Unit #3 is vacant. We are actively marketing the unit and have shown it several times.
- **Rent Collection** –
  - ✓ Unit #10 has a small outstanding February rent balance of \$36.00.
  - ✓ All other tenants paid in full.

Mr. Ed Mayer, Executive Director  
Chico, California

- **Expense Variances –**
  - ✓ Overall Operating expenses were below budget for the month.
- **Capital Improvements –**
  - ✓ New countertops were installed in unit #3.
  - ✓ New carpet, a refrigerator, a range and a hood were all installed in unit #3 as part of the 2020A Capital Bond Project.

### **Alamont Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 96.66% at the end of February. There was one vacant unit in February, unit #11. We moved a new resident into the unit on March 4<sup>th</sup>. The property is currently full with no notices to move-out.
- **Rent Collection –**
  - ✓ All tenants paid in full.
- **Expense Variances –**
  - ✓ Utility expenses were over budget by \$260.90 and largely attributed to electric and water charges.
- The monthly owner distribution for February was \$8,425.35.

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

#### **Monthly Highlights:**

- **Occupancy** – 92% as of the end of February. There were two vacant units, #45-3 and #49-4. We have an approved applicant moving into unit #45-3 on March 22<sup>nd</sup>. We had three move ins for February, #37-1 moved in on February 1<sup>st</sup>, and the two Behavioral Health units, #49-3A and #49-3B were filled on February 14<sup>th</sup>.
- **Rent Collection**
  - ✓ Unit #37-1 has a small balance of \$128.56 for February rent.
  - ✓ Unit #49-1 made a partial payment in February. We are working with them on a payment plan to collect the small remaining balance.
  - ✓ Unit #49-3A had an NSF check for February rent, but it was repaid on March 6<sup>th</sup>.
  - ✓ All other tenants paid in full.
- **Expense Variances**
  - ✓ There was a Bad Debt write off for unit #49-4 for \$137.89.
  - ✓ Administrative expenses were higher due to the resident manager's hours spent working on the annual inspection, unit turnovers, unit leasing and extra



Mr. Ed Mayer, Executive Director  
Chico, California

hours addressing the trash and vandalism from the homeless camp set up along the bike path behind the complex. The homeless camp has been removed by the city.

- ✓ Turnover expenses were higher due to the work being done in units #37-1 and #49-4 to get them ready for the move ins.
- ✓ Maintenance expenses were higher as labor costs increased due to repairs in several units.

- **Capital Expenses –**

- ✓ Countertops/cabinets – we refurbished and painted the cabinets in unit #45-3.
- ✓ There was a complete interior painting of units #49-3 and #49-4.
- ✓ New carpet was installed in units #45-3 and #49-4 as part of the Capital Bond Project.

### **Evanswood Estates Apartments**

#### **Monthly Highlights:**

- **Occupancy** – 100% at the end of February. There were two move ins, unit #368 moved in on February 1<sup>st</sup> and unit #4 moved in on February 20<sup>th</sup>.
- **Rent Collection**
  - ✓ Unit #5 owes for February rent as they had an NSF check. They paid their February balance in full on March 7<sup>th</sup>.
  - ✓ Unit #8 has a small outstanding balance for February rent of \$165.33.
  - ✓ All other tenants paid rent in full.
- **Expense Variances**
  - ✓ Turnover expenses were high due to work being done in unit #368 to get it rent ready.
- **Capital Improvements**
  - ✓ A new range was installed in unit #24 as part of the 2020A Capital Bond Project.
- The monthly owner distribution for February was \$10,725.19.

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

#### **Monthly Highlights**

- **Occupancy** – 100% at the end of February. There we no move-outs or move-ins during the month.
- **Rent Collection** – 100% of rent was collected.

Mr. Ed Mayer, Executive Director  
Chico, California

- **Expense Variances**
  - ✓ Overall, expenses were in line with the budget.
- **Capital Improvements –**
  - ✓ A new dishwasher was installed in unit #21 as part of the 2020A Capital Bond Project.

The monthly owner distribution for February was \$2,384.93.

### **Kathy Court Apartments**

**Monthly Highlights:** Operating expenses were below budget for the month.

### **Lincoln Apartments**

**Monthly Highlights:**

- **Occupancy** – 94.44% as of the end of February. There was one vacant unit for the month, unit #18, who moved out on February 2<sup>nd</sup>.
- **Rent Collection**
  - ✓ All tenants paid in full.
- **Expense Variances –**
  - ✓ Administrative expenses were higher due to the project fee paid to RSC for the retrofitting of the windows for the complex.
- **Capital Improvements –**
  - ✓ All of the windows at the complex were retrofitted with dual pane vinyl windows.
  - ✓ New blinds were installed in unit #18.

### **Park Place Apartments**

**Monthly Highlights:**

- **Occupancy** – 100% as of the end of February, as there were no new move in's or move outs.
- **Rent Collection**
  - ✓ Unit #6 we are working with the resident to collect the \$145.00 outstanding balance for February rent.
  - ✓ All other tenants paid in full.

Mr. Ed Mayer, Executive Director  
Chico, California

- **Expense Variances –**
  - ✓ Turnover expenses were higher due to the work being done in unit #39. The work was done in January, but we were not billed until February.
- **Capital Improvements –**
  - ✓ New vinyl was installed in units #39 and #40, and a new refrigerator was installed in unit #15 as part of the 2020A Capital Bond Project.
  - ✓ Unit #39 had a complete interior paint.

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

Respectfully,



Richard Gillaspie  
Property Manager  
RG:ph

## GRIDLEY SPRING

### February 2024

Property Status:

1. GSI has 2 vacant units with Zero notices to vacate
2. GSII has 1 vacant unit with Zero notices to vacate.
3. Both properties have move-ins scheduled for the first week of March and both properties will be 100% occupied once more.
4. GSI had a loan servicing audit, and property walk completed on 02/12/2023 with no findings and great feedback about the condition of the property.
5. Both properties are having their annual inspections completed the third week of March.

Sincerely,

*Mac Upshaw*

Mac Upshaw

## GRIDLEY SPRINGS 2

### Budget Comparison

February 29, 2024

Reporting Book:

ACCRUAL

As of Date:

02/29/2024

Location:

GRIDLEY SPRINGS 2

	Month Ending 02/29/2024			Year to Date 02/29/2024		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Income</b>						
<b>Rental Income</b>						
5120 - Rent Revenue -- Gross Potential	15,563.00	18,800.00	(3,237.00)	77,172.00	94,000.00	(16,828.00)
5121 - Tenant Assistance Payments	0.00	0.00	0.00	2,585.00	0.00	2,585.00
5180 - Local Section 8 Subsidy Revenue	1,648.00	0.00	1,648.00	1,648.00	0.00	1,648.00
5195 - Leases Less than Market	(905.00)	0.00	(905.00)	(1,810.00)	0.00	(1,810.00)
5196 - Leases in Excess of Market	817.00	0.00	817.00	1,192.00	0.00	1,192.00
<b>Total Rental Income</b>	<b>17,123.00</b>	<b>18,800.00</b>	<b>(1,677.00)</b>	<b>80,787.00</b>	<b>94,000.00</b>	<b>(13,213.00)</b>
<b>Vacancy, Losses &amp; Concessions</b>						
5220 - Vacancy Loss - Apartments	(676.00)	(376.00)	(300.00)	(2,391.00)	(1,880.00)	(511.00)
<b>Total Vacancy, Losses &amp; Concessions</b>	<b>(676.00)</b>	<b>(376.00)</b>	<b>(300.00)</b>	<b>(2,391.00)</b>	<b>(1,880.00)</b>	<b>(511.00)</b>
<b>Net Rental Income</b>	<b>16,447.00</b>	<b>18,424.00</b>	<b>(1,977.00)</b>	<b>78,396.00</b>	<b>92,120.00</b>	<b>(13,724.00)</b>
<b>Financial Income</b>						
5410 - Interest Revenue	1.82	0.00	1.82	421.21	0.00	421.21
<b>Total Financial Income</b>	<b>1.82</b>	<b>0.00</b>	<b>1.82</b>	<b>421.21</b>	<b>0.00</b>	<b>421.21</b>
<b>Other Income</b>						
5910 - Laundry Revenue	33.20	83.00	(49.80)	75.28	416.67	(341.39)
5920 - Tenant Charges (Late Fees, Dam.	0.00	542.00	(542.00)	0.00	2,708.33	(2,708.33)
<b>Total Other Income</b>	<b>33.20</b>	<b>625.00</b>	<b>(591.80)</b>	<b>75.28</b>	<b>3,125.00</b>	<b>(3,049.72)</b>
<b>Total Income</b>	<b>16,482.02</b>	<b>19,049.00</b>	<b>(2,566.98)</b>	<b>78,892.49</b>	<b>95,245.00</b>	<b>(16,352.51)</b>

#### Expenses

##### Administrative Expenses

6255 - Credit Check Expense	119.09	0.00	(119.09)	223.09	0.00	223.09
6306 - Internet Expense	0.00	0.00	0.00	41.39	0.00	41.39
6308 - Training	20.88	29.00	8.12	41.76	145.83	(104.07)
6309 - Postage	0.00	0.00	0.00	61.11	0.00	61.11
6311 - Office Supplies	0.00	385.00	385.00	445.32	1,926.67	(1,481.35)
6315 - Software Expenses	1,551.60	0.00	(1,551.60)	2,333.10	0.00	2,333.10
6318 - Computer Licenses, Maint (IT ser	100.00	0.00	(100.00)	200.00	0.00	200.00
6319 - IT Services	0.00	128.00	128.00	384.00	640.00	(256.00)
6320 - Management Fee Expense	1,035.00	1,080.00	45.00	6,120.00	5,400.00	720.00
6330 - Manager Salaries	3,361.20	1,875.00	(1,486.20)	12,056.92	9,375.00	2,681.92
6335 - Administrative Fees Expense	0.00	29.00	29.00	0.00	145.83	(145.83)
6340 - Legal Expense - Project	0.00	125.00	125.00	0.00	625.00	(625.00)
6350 - Audit Expense	0.00	0.00	0.00	9,000.00	4,200.00	4,800.00
6352 - Bank Fees	0.00	0.00	0.00	60.00	0.00	60.00
6360 - Telephone Expense	(212.09)	70.00	282.09	199.36	350.00	(150.64)
6390 - Misc. Administrative Expenses	0.00	0.00	0.00	1,120.00	0.00	1,120.00

<b>Total Administrative Expenses</b>	<b>5,975.68</b>	<b>3,721.00</b>	<b>(2,254.68)</b>	<b>32,286.05</b>	<b>22,808.33</b>	<b>9,477.72</b>
<b>Marketing Expenses</b>						
6210 - Advertising and Marketing	0.00	21.00	21.00	0.00	104.17	(104.17)
<b>Total Marketing Expenses</b>	<b>0.00</b>	<b>21.00</b>	<b>21.00</b>	<b>0.00</b>	<b>104.17</b>	<b>(104.17)</b>
<b>Utilities</b>						
6450 - Electricity	245.00	310.00	65.00	1,986.06	1,550.00	436.06
6451 - Water	660.00	500.00	(160.00)	1,762.44	2,500.00	(737.56)
6452 - Gas	58.47	68.00	9.53	322.49	341.67	(19.18)
6453 - Sewer	1,598.54	820.00	(778.54)	3,208.18	4,100.00	(891.82)
<b>Total Utilities</b>	<b>2,562.01</b>	<b>1,698.00</b>	<b>(864.01)</b>	<b>7,279.17</b>	<b>8,491.67</b>	<b>(1,212.50)</b>
<b>Operating &amp; Maintenance Expenses</b>						
6512 - Maintenance Salaries	3,224.43	1,875.00	(1,349.43)	10,549.01	9,375.00	1,174.01
6515 - Supplies - Maint. & Repairs	54.82	0.00	(54.82)	54.82	0.00	54.82
6519 - Pest Control	0.00	0.00	0.00	400.00	0.00	400.00
6520 - Contracts - Maint. & Repairs	0.00	1,667.00	1,667.00	0.00	8,333.33	(8,333.33)
6525 - Garbage & Trash Removal	767.65	567.00	(200.65)	3,158.25	2,833.33	324.92
6536 - Grounds Supplies	0.00	0.00	0.00	135.44	0.00	135.44
6537 - Grounds Contracts	1,000.00	0.00	(1,000.00)	4,271.12	0.00	4,271.12
6540 - Repair Materials	0.00	2,815.00	2,815.00	1,290.84	14,077.08	(12,786.24)
6542 - Repairs - Electrical	0.00	0.00	0.00	225.00	0.00	225.00
6543 - Repairs - Plumbing	0.00	0.00	0.00	1,478.51	0.00	1,478.51
6546 - Repairs - HVAC Repairs & Maintenance	0.00	500.00	500.00	893.87	2,500.00	(1,606.13)
6555 - Repairs - Lights/Fans/Fixtures	167.58	0.00	(167.58)	167.58	0.00	167.58
6561 - Painting Supplies	0.00	0.00	0.00	2,176.36	0.00	2,176.36
<b>Total Operating &amp; Maintenance Expenses</b>	<b>5,214.48</b>	<b>7,424.00</b>	<b>2,209.52</b>	<b>24,800.80</b>	<b>37,118.74</b>	<b>(12,317.94)</b>
<b>Taxes &amp; Insurance</b>						
6711 - Payroll Taxes	868.46	418.00	(450.46)	2,506.98	2,090.83	416.15
6720 - Property & Liability Insurance (Hazard)	0.00	167.00	167.00	0.00	833.33	(833.33)
6722 - Workers Compensation Insurance	517.05	297.00	(220.05)	1,184.80	1,483.33	(298.53)
6723 - Health Insurance and Other Employee Benefits	1,532.56	300.00	(1,232.56)	1,926.71	1,500.00	426.71
<b>Total Taxes &amp; Insurance</b>	<b>2,918.07</b>	<b>1,182.00</b>	<b>(1,736.07)</b>	<b>5,618.49</b>	<b>5,907.49</b>	<b>(289.00)</b>
<b>Total Operating Expenses</b>	<b>16,670.24</b>	<b>14,046.00</b>	<b>(2,624.24)</b>	<b>69,984.51</b>	<b>74,430.40</b>	<b>(4,445.89)</b>
<b>Net Operating Income (Loss)</b>	<b>(188.22)</b>	<b>5,003.00</b>	<b>(5,191.22)</b>	<b>8,907.98</b>	<b>20,814.60</b>	<b>(11,906.62)</b>
<b>Non-Operating Expenses</b>						
<b>Capital Expenditures</b>						
7370 - Heating/AC Replacement	0.00	0.00	0.00	21,000.00	0.00	21,000.00
7387 - Door/Screen Replacement	195.62	0.00	(195.62)	195.62	0.00	195.62
7390 - Other Capital Expenses	1,200.00	0.00	(1,200.00)	1,200.00	0.00	1,200.00
<b>Total Capital Expenditures</b>	<b>1,395.62</b>	<b>0.00</b>	<b>(1,395.62)</b>	<b>22,395.62</b>	<b>0.00</b>	<b>22,395.62</b>
<b>Debt Services</b>						
6820 - Interest on Mortgage Payable - 1st	545.08	0.00	(545.08)	2,725.40	0.00	2,725.40
<b>Total Debt Services</b>	<b>545.08</b>	<b>0.00</b>	<b>(545.08)</b>	<b>2,725.40</b>	<b>0.00</b>	<b>2,725.40</b>
<b>Total Non-Operating Expenses</b>	<b>1,940.70</b>	<b>0.00</b>	<b>(1,940.70)</b>	<b>25,121.02</b>	<b>0.00</b>	<b>(25,121.02)</b>
<b>Net Income (Loss)</b>	<b>(2,128.92)</b>	<b>5,003.00</b>	<b>(7,131.92)</b>	<b>(16,213.04)</b>	<b>20,814.60</b>	<b>(37,027.64)</b>

## MEMO

Date: March 14, 2024

To: HACB Board of Commissioners

From: Larry Guanzon, Deputy Executive Director

Subject: Status Report – HACB Investor Limited Partner (ILP) LIHTC Properties

- Chico Commons Apartment, Chico (72 units, LIHTC, Family)
- Walker Commons Apartments, Chico (56 units, LIHTC, senior/disabled)
- 1200 Park Avenue Apartments, Chico (107 units, LIHTC, senior)

*For Chico Commons, Walker Commons, and 1200 Park Ave. Apartments, Chico, please also see monthly reports provided by the property manager, AWI, following this memo.*

**Chico Commons Apartments, Chico** (72 units, LIHTC, Family, MGP: Banyard Management, PM: AWI) – There are six (6) vacancies as of the 1<sup>st</sup> of March. AWI details current turnover status in the monthly narrative following, as well as unpaid rents for the month. One unit is on re-payment plan. Four units received 3/30-day notices for unpaid rent and have been sent to AWI's attorney for Unlawful Detainer actions. The third and last dumpster enclosure has been upgraded and rebuilt. The cost for three (3) exterior building balconies came in at approximately \$50,000, which will be completed by end of April. The expense to rebuild the balconies will come out of property and operating reserves. One HVAC unit was replaced. An HVAC Preventative Maintenance Program is being scheduled for the Spring and Fall. Annual gutter cleaning is scheduled for this month. Parking lot bids to repair/replace sections of asphalt have been obtained and work will be completed weather permitting. Two coin-op laundry machines were vandalized and are in the process of being repaired. YTD income is up approximately \$5,705 compared to budget, at \$144,754, with total expenses \$20,201 less than budget YTD. Net income is \$25,907 more than budget, at \$38,190. The property is subject to repositioning, involving refinancing, capital improvements, and replacements. AWI continues to seek a maintenance person.



*Chico Commons Apartments, 2071 Amanda Way, Chico*





*Walker Commons Apartments, 678 Buttonwillow Lane, Chico*

**Walker Commons Apartments, Chico** (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property had one (1) vacancy as of March 1<sup>st</sup>, since re-rented. Unpaid rent collection efforts include only two (2) households where AWI is in the process of collecting. One unit the resident has been absent due to medical reasons and relatives at this time are not communicating with management. The new maintenance technician, Gregory Ramirez, and new on-site manager Miriam Sainz, are settling into their new roles. Gutter & roof cleanings are planned this month; weather permitting. Repair of the back fence has been completed. The residents and staff have partnered to create monthly activities supporting all residents. A pancake breakfast was held on Valentine’s Day. YTD income is higher than budget by approximately \$7,581, with overall expenses lower than anticipated by \$21,799, bringing the property’s Net Income to \$29,381 more than budget, at \$33,589. Please find the AWI monthly owners report following, which shows photos of the Community Clubhouse. The property is subject to repositioning, involving refinance, capital improvements and replacements. Gutters, downspouts and fascia boards, windows, siding, and PTAC units need attention. The property generates significant cash, which will help with anticipated renovations.



*Walker Commons Apartments, Chico*





*1200 Park Avenue - Street Entry*



*West 13<sup>th</sup> and Oakdale Streets*

**1200 Park Avenue Apartments, Chico** (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – There are four (4) vacancies as of this date; AWI is processing applications and preparing the units for lease. Marketing efforts, including flyers have increased due to vacancies; applicants on the waiting lists have insufficient income to pay the 50-60% AMI rents. Remaining unpaid rents are in process of being collected, including three units. The new on-site manager, Denise Smith is settling in. The property is once again seeking to hire an assistant manager. Flooring will be replaced in the first-floor lobby areas; bids are currently being sought, with replacement scheduled for mid-2024. Gutter Cleaning of all buildings is complete. CAA Food Distribution is on-going. North Valley Catholic Social Services and others are continuing to be contacted to provide activities for property residents. The residents and AWI staff calendaring events - monthly bingo and birthdays are celebrated. Usage of the conference room for an “art class” is scheduled every Thursday. Butte County Library is serving property residents. Please find AWI’s monthly financials and narrative following. YTD income is down by \$6,514, at \$177,621, due to not being able to increase rents to maximum allowed by tax-credit regulation, because of State and local rent restrictions. YTD expenses come in at \$155,494, or \$19,152 less than budget. This brought the net profit YTD to \$12,637 more than budget at \$22,127. The property is subject to repositioning, involving refinancing and capital improvements.

## Chico Commons Apartments February 2024

Separate Variance Report explaining budget differences and expenditures.

### Updates:

Chico Commons currently has 6 vacancies. One move-in and no move-outs during the month of February.

Vacancies:

- **Unit #48** – Unit Market ready. Facing challenges finding an applicant that can afford the 60% set aside rent amount. Currently processing a new applicant.
- **Unit #20** - Unit close to market ready. Pending partial cabinets and install of doors and blinds.
- **Unit #12** – Unit turn in process. Full paint completed, flooring scheduled, pending doors and blinds. Working applicant.
- **Unit #21** – Unit Market ready. Working on applicants
- **Unit #65** – Unit turn in process. Full paint completed, pending door replacement carpet cleaning and detail cleaning.
- **Unit #6** – Eviction/Nonpayment. Full paint completed, needs new flooring, blinds and detail cleaning.

Upcoming Vacancies:

- **Unit #16** Currently under eviction for non-payment. Lock out scheduled for 03/13/24.
- **Unit #60** Currently under eviction for non-payment.
- **Unit #61** 03/06/24 Resident deceased.

Management continues advertising Via, Flyers, signage and resident referrals. Resident Referral incentive increased to \$300.

To date in March, 12 rents are outstanding, including the below:

- **Unit #14; Balance \$3,691.99** has a payment plan.
- **Unit #16; Balance \$5,770.50** Lock out 03/13/24.
- **Unit #47; Balance \$1,997.00** outside assistance payment is late again. Will serve 3/30 day notice.
- **Unit #53; Balance \$1,878.61** 3/30 day notice served.
- **Unit #60; Balance \$5,637.75** under eviction for non-payment.



The work of the upper level balconies is set to commence Monday, March 11, 2024. The contractor was delayed due to weather and complications on other jobs.

Replacement of the last trash enclosure is complete. The gates are secured to independent posts rather than into the bricks to prevent damage. Paint will follow. Obtaining bids to add steel posts on the other two enclosures.

Replacement of HVAC for unit #23 has been completed.

Preventative maintenance of all HVAC units will be scheduled and will consist of a Spring and Fall service.

Unfortunately, a recent act of vandalism in the laundry room damaged the coin mechanism in building's 1-8 and 33-40 and quarters were stolen from building 1-8. Staff was instructed to complete the incident report and call the Chico PD. Vendor is scheduled for Friday, 03/15/23 to replace the washer/dryer coin mechanisms.

The annual gutter cleaning has been re-scheduled for March 12, 2024.

Chico Commons is fully staffed. Local techs continue to assist as due to the high volume of unit turnover.

Chico Commons 549  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 77,401.00	\$ 73,639.00	\$ 3,762.00	\$ 153,565.00	\$ 147,278.00	\$ 6,287.00
Vacancies	(7,125.00)	(4,418.33)	(2,706.67)	(13,173.00)	(8,836.66)	(4,336.34)
Rent Adjustments	1,394.20	(245.83)	1,640.03	1,384.20	(491.66)	1,875.86
Manager's Unit	(1,024.00)	(1,024.00)	0.00	(1,989.00)	(2,048.00)	59.00
<b>Total Tenant Rent</b>	<b>\$ 70,646.20</b>	<b>\$ 67,950.84</b>	<b>\$ 2,695.36</b>	<b>\$ 139,787.20</b>	<b>\$ 135,901.68</b>	<b>\$ 3,885.52</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 0.00	\$ 872.67	\$ (872.67)	\$ 1,493.81	\$ 1,745.34	\$ (251.53)
Interest Income	214.75	7.25	207.50	448.50	14.50	434.00
Restricted Reserve Interest Incom	336.65	0.00	336.65	671.99	0.00	671.99
Late Charges	317.00	271.08	45.92	342.00	542.16	(200.16)
Other Tenant Income	\$ 685.00	\$ 422.25	\$ 262.75	\$ 1,751.90	\$ 844.50	\$ 907.40
Miscellaneous Income	\$ 25.00	\$ 0.00	\$ 25.00	\$ 259.00	\$ 0.00	\$ 259.00
<b>Other Project Income</b>	<b>\$ 1,578.40</b>	<b>\$ 1,573.25</b>	<b>\$ 5.15</b>	<b>\$ 4,967.20</b>	<b>\$ 3,146.50</b>	<b>\$ 1,820.70</b>
<b>Total Project Income</b>	<b>\$ 72,224.60</b>	<b>\$ 69,524.09</b>	<b>\$ 2,700.51</b>	<b>\$ 144,754.40</b>	<b>\$ 139,048.18</b>	<b>\$ 5,706.22</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 28,300.55	\$ 25,595.67	\$ 2,704.88	\$ 39,898.45	\$ 51,191.34	\$ (11,292.89)
Utilities (From Pg 2)	9,259.98	10,830.25	(1,570.27)	16,285.35	21,660.50	(5,375.15)
Administrative (From Pg 2)	11,577.60	12,465.50	(887.90)	25,378.13	24,931.00	447.13
Taxes & Insurance (From Pg 2)	3,386.92	3,084.84	302.08	6,773.84	6,169.68	604.16
Other Taxes & Insurance (Fr Page	1,583.01	3,410.00	(1,826.99)	2,666.44	6,820.00	(4,153.56)
Other Project Expenses	1,953.89	1,812.26	141.63	3,193.80	3,624.52	(430.72)
<b>Total O&amp;M Expenses</b>	<b>\$ 56,061.95</b>	<b>\$ 57,198.52</b>	<b>\$ (1,136.57)</b>	<b>\$ 94,196.01</b>	<b>\$ 114,397.04</b>	<b>\$ (20,201.03)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Interest Expense - City of Chico	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 5,208.34	\$ 5,208.34	\$ 0.00
Mortgage Payment	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 5,208.34	\$ 5,208.34	\$ 0.00
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 2,160.00	\$ 2,160.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	5,000.00	5,000.00	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>\$ 12,368.34</b>	<b>\$ 12,368.34</b>	<b>\$ 0.00</b>
<b>Total Project Expenses</b>	<b>\$ 62,246.12</b>	<b>\$ 63,382.69</b>	<b>\$ (1,136.57)</b>	<b>\$ 106,564.35</b>	<b>\$ 126,765.38</b>	<b>\$ (20,201.03)</b>
<b>Net Profit (Loss)</b>	<b>\$ 9,978.48</b>	<b>\$ 6,141.40</b>	<b>\$ 3,837.08</b>	<b>\$ 38,190.05</b>	<b>\$ 12,282.80</b>	<b>\$ 25,907.25</b>

Other Cash Flow Items:

Chico Commons 549  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Reserve Transfers	\$ (336.65)	\$ 0.00	\$ (336.65)	\$ (671.99)	\$ 0.00	\$ (671.99)
T & I Transfers	(3,199.88)	0.00	(3,199.88)	(6,398.51)	0.00	(6,398.51)
Operating - MMKT- FFB*	(200.37)	0.00	(200.37)	(420.99)	0.00	(420.99)
Security Deposits Held	0.00	0.00	0.00	(585.00)	0.00	(585.00)
Authorized Reserve - Other	0.00	(8,087.50)	8,087.50	0.00	(16,175.00)	16,175.00
Tenant Receivables	4,407.85	0.00	4,407.85	9,377.90	0.00	9,377.90
Other Receivables	4,053.59	0.00	4,053.59	8,107.18	0.00	8,107.18
Accounts Payable - Trade	(2,743.55)	0.00	(2,743.55)	(7,465.08)	0.00	(7,465.08)
Accounts Payable Other	3,396.00	0.00	3,396.00	5,094.00	0.00	5,094.00
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	5,208.34	0.00	5,208.34
Total Other Cash Flow Items	\$ 7,981.16	\$ (8,087.50)	\$ 16,068.66	\$ 12,245.85	\$ (16,175.00)	\$ 28,420.85
Net Operating Cash Change	\$ 17,959.64	\$ (1,946.10)	\$ 19,905.74	\$ 50,435.90	\$ (3,892.20)	\$ 54,328.10

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 11,486.39	\$ 61,922.29	\$ 50,435.90
Operating - MMKT- FFB*	235,996.02	236,417.01	420.99
Tax & Insurance-FFB	31,796.70	38,195.21	6,398.51
Security Deposit - FFB	44,775.00	44,775.00	0.00
Reserve Acct-FFB	46,082.80	51,143.54	5,060.74
Reserve Acct - MMKT - FFB*	361,365.00	361,976.25	611.25
Payables & Receivables:			
Accounts Payable - Trade	32,216.07	24,750.99	(7,465.08)
Rents Receivable - Current Tenants	17,720.84	8,336.06	(9,384.78)
Allowance for Doubtful Accounts	(2,666.60)	(2,432.60)	234.00
Other Tenant Charges Receivable	2,090.73	1,863.61	(227.12)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 5,207.59	\$ 6,044.17	\$ (836.58)	\$ 8,080.22	\$ 12,088.34	\$ (4,008.12)
Janitorial/Cleaning Supplies	25.63	137.33	(111.70)	25.63	274.66	(249.03)
Plumbing Repairs	170.68	468.17	(297.49)	1,009.69	936.34	73.35
Painting & Decorating	1,878.13	508.17	1,369.96	4,713.85	1,016.34	3,697.51
Repairs & Maintenance - Supply	5,258.14	3,707.08	1,551.06	6,118.25	7,414.16	(1,295.91)
Repairs & Maintenance - Contract	2,150.67	1,727.67	423.00	2,992.03	3,455.34	(463.31)
Grounds Maintenance	2,190.00	2,008.33	181.67	3,940.00	4,016.66	(76.66)

Chico Commons 549  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Pest Control Service	\$ 340.00	\$ 746.08	\$ (406.08)	\$ 1,020.00	\$ 1,492.16	\$ (472.16)
Fire/Alarm Services	362.34	740.00	(377.66)	564.21	1,480.00	(915.79)
Capital Improvements - Other	0.00	8,501.17	(8,501.17)	0.00	17,002.34	(17,002.34)
Capital Improvements - Flooring	9,262.08	0.00	9,262.08	9,262.08	0.00	9,262.08
Capital Improvements - Appliance	1,223.64	0.00	1,223.64	1,223.64	0.00	1,223.64
Carpet Cleaning	0.00	66.25	(66.25)	0.00	132.50	(132.50)
HVAC Repairs	139.00	820.00	(681.00)	684.00	1,640.00	(956.00)
Cable Service	92.65	79.58	13.07	264.85	159.16	105.69
Tenant Services	0.00	41.67	(41.67)	0.00	83.34	(83.34)
Total Maint. & Operating Exp.	\$ 28,300.55	\$ 25,595.67	\$ 2,704.88	\$ 39,898.45	\$ 51,191.34	\$ (11,292.89)
Utilities:						
Electricity	\$ 1,112.89	\$ 879.92	\$ 232.97	\$ 1,962.24	\$ 1,759.84	\$ 202.40
Water	1,326.64	2,754.83	(1,428.19)	2,244.97	5,509.66	(3,264.69)
Sewer	3,396.00	2,746.58	649.42	5,094.00	5,493.16	(399.16)
Heating Fuel/Other	1,977.55	1,933.92	43.63	3,625.74	3,867.84	(242.10)
Garbage & Trash Removal	1,446.90	2,515.00	(1,068.10)	3,358.40	5,030.00	(1,671.60)
Total Utilities	\$ 9,259.98	\$ 10,830.25	\$ (1,570.27)	\$ 16,285.35	\$ 21,660.50	\$ (5,375.15)
Administrative:						
Manager's Salary	\$ 3,713.64	\$ 5,865.67	\$ (2,152.03)	\$ 7,445.50	\$ 11,731.34	\$ (4,285.84)
Management Fees	3,816.00	3,816.00	0.00	7,632.00	7,632.00	0.00
Bad Debt Expense	3,381.29	1,269.25	2,112.04	8,967.29	2,538.50	6,428.79
Auditing	666.67	666.67	0.00	1,333.34	1,333.34	0.00
Legal	0.00	833.33	(833.33)	0.00	1,666.66	(1,666.66)
Other Administrative Expenses	0.00	14.58	(14.58)	0.00	29.16	(29.16)
Total Administrative Expense	\$ 11,577.60	\$ 12,465.50	\$ (887.90)	\$ 25,378.13	\$ 24,931.00	\$ 447.13
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 92.67	\$ (92.67)	\$ 0.00	\$ 185.34	\$ (185.34)
Property Insurance	3,386.92	2,992.17	394.75	6,773.84	5,984.34	789.50
Total Taxes & Insurance Expense	\$ 3,386.92	\$ 3,084.84	\$ 302.08	\$ 6,773.84	\$ 6,169.68	\$ 604.16
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,042.29	\$ 1,069.75	\$ (27.46)	\$ 1,850.56	\$ 2,139.50	\$ (288.94)
Other Taxes, Fees & Permits	0.00	192.00	(192.00)	0.00	384.00	(384.00)
Bond Premiums	0.00	32.25	(32.25)	0.00	64.50	(64.50)
Worker's Compensation Insurance	365.72	643.75	(278.03)	638.88	1,287.50	(648.62)
Personnel Medical Insurance	175.00	1,472.25	(1,297.25)	177.00	2,944.50	(2,767.50)
Total Other Taxes & Insurance	\$ 1,583.01	\$ 3,410.00	\$ (1,826.99)	\$ 2,666.44	\$ 6,820.00	\$ (4,153.56)
Other Project Expenses						
Telephone & Answering Service	\$ 437.74	\$ 226.00	\$ 211.74	\$ 769.69	\$ 452.00	\$ 317.69

Chico Commons 549  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Internet Service	\$ 144.85	\$ 271.50	\$ (126.65)	\$ 434.55	\$ 543.00	\$ (108.45)
Advertising	0.00	54.17	(54.17)	0.00	108.34	(108.34)
Office Supplies & Expense	1,083.20	245.92	837.28	1,366.92	491.84	875.08
Postage	106.32	88.75	17.57	117.96	177.50	(59.54)
Toner/Copier Expense	0.00	188.08	(188.08)	200.51	376.16	(175.65)
Office Furniture & Equipment Expe	43.29	500.00	(456.71)	43.29	1,000.00	(956.71)
Travel & Promotion	0.00	70.92	(70.92)	18.75	141.84	(123.09)
Training Expense	0.00	66.92	(66.92)	50.00	133.84	(83.84)
Credit Checking	138.49	100.00	38.49	192.13	200.00	(7.87)
Total Other Project Expenses	<u>\$ 1,953.89</u>	<u>\$ 1,812.26</u>	<u>\$ 141.63</u>	<u>\$ 3,193.80</u>	<u>\$ 3,624.52</u>	<u>\$ (430.72)</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 5,208.34	\$ 5,208.34	\$ 0.00
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 2,160.00	\$ 2,160.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	5,000.00	5,000.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 6,184.17</u>	<u>\$ 6,184.17</u>	<u>\$ 0.00</u>	<u>\$ 12,368.34</u>	<u>\$ 12,368.34</u>	<u>\$ 0.00</u>
Total Expenses	<u>\$ 62,246.12</u>	<u>\$ 63,382.69</u>	<u>\$ (1,136.57)</u>	<u>\$ 106,564.35</u>	<u>\$ 126,765.38</u>	<u>\$ (20,201.03)</u>
Authorized Reserve - Other	\$ 0.00	\$ 8,087.50	\$ (8,087.50)	\$ 0.00	\$ 16,175.00	\$ (16,175.00)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 8,087.50</u>	<u>\$ (8,087.50)</u>	<u>\$ 0.00</u>	<u>\$ 16,175.00</u>	<u>\$ (16,175.00)</u>

## Walker Commons February 2024

Separate Variance Report explaining budget differences and expenditures.

### Updates:

1 vacant at the end of February. A move in occurred on March 11<sup>th</sup> and Walker Commons is now 100% occupied.

Upcoming Vacancies:

Unit #21 - Resident has been absent from the unit for several months for medical reasons and the family is not communicating with us. Rent is five months past due.

To date in March, 2 rents are outstanding. PM following up to collect

Gutter cleaning is in process and scheduled for completion by March 15<sup>th</sup>.

The section of the wood fencing along the backside of the property has been repaired.

Walker Commons will pay for ½ of the cost of the repairs to a section of fence that fell between the North parking lot of Palmetto and Walker Commons.

Staff treated residents to a homemade pancake breakfast on Valentine's Day. The community room was decorated for the event and a fun time was had by all.

Staff is brainstorming with new activities and potluck ideas. We are happy to hear/receive positive feedback from several residents!!







Walker Commons 550  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 43,732.00	\$ 40,042.50	\$ 3,689.50	\$ 86,859.00	\$ 80,085.00	\$ 6,774.00
Vacancies	(1,057.00)	(1,201.25)	144.25	(2,886.00)	(2,402.50)	(483.50)
Rent Adjustments	(227.00)	(18.00)	(209.00)	(227.00)	(36.00)	(191.00)
Manager's Unit	(775.00)	(775.00)	0.00	(1,503.00)	(1,550.00)	47.00
<b>Total Tenant Rent</b>	<b>\$ 41,673.00</b>	<b>\$ 38,048.25</b>	<b>\$ 3,624.75</b>	<b>\$ 82,243.00</b>	<b>\$ 76,096.50</b>	<b>\$ 6,146.50</b>
<b>Other Project Income:</b>						
Laundry Income	\$ 413.19	\$ 271.83	\$ 141.36	\$ 762.11	\$ 543.66	\$ 218.45
Interest Income	231.72	6.08	225.64	462.49	12.16	450.33
Restricted Reserve Interest Income	456.68	0.00	456.68	912.60	0.00	912.60
Late Charges	109.92	4.17	105.75	109.92	8.34	101.58
Other Tenant Income	\$ 0.00	\$ 123.75	\$ (123.75)	\$ 0.00	\$ 247.50	\$ (247.50)
<b>Other Project Income</b>	<b>\$ 1,211.51</b>	<b>\$ 405.83</b>	<b>\$ 805.68</b>	<b>\$ 2,247.12</b>	<b>\$ 811.66</b>	<b>\$ 1,435.46</b>
<b>Total Project Income</b>	<b>\$ 42,884.51</b>	<b>\$ 38,454.08</b>	<b>\$ 4,430.43</b>	<b>\$ 84,490.12</b>	<b>\$ 76,908.16</b>	<b>\$ 7,581.96</b>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 6,593.35	\$ 13,977.64	\$ (7,384.29)	\$ 16,815.08	\$ 27,955.28	\$ (11,140.20)
Utilities (From Pg 2)	2,279.30	4,880.58	(2,601.28)	3,695.98	9,761.16	(6,065.18)
Administrative (From Pg 2)	6,853.25	8,165.33	(1,312.08)	13,771.29	16,330.66	(2,559.37)
Taxes & Insurance (From Pg 2)	2,113.67	1,948.91	164.76	4,227.34	3,897.82	329.52
Other Taxes & Insurance (Fr Page 2)	2,694.16	3,485.33	(791.17)	4,628.53	6,970.66	(2,342.13)
Other Project Expenses	1,332.04	1,083.75	248.29	2,145.63	2,167.50	(21.87)
<b>Total O&amp;M Expenses</b>	<b>\$ 21,865.77</b>	<b>\$ 33,541.54</b>	<b>\$ (11,675.77)</b>	<b>\$ 45,283.85</b>	<b>\$ 67,083.08</b>	<b>\$ (21,799.23)</b>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 1,250.00	\$ 1,250.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	1,866.68	1,866.66	.02
<b>Total Mortgage &amp; Owner's Exp.</b>	<b>\$ 2,808.34</b>	<b>\$ 2,808.33</b>	<b>\$ .01</b>	<b>\$ 5,616.68</b>	<b>\$ 5,616.66</b>	<b>\$ .02</b>
<b>Total Project Expenses</b>	<b>\$ 24,674.11</b>	<b>\$ 36,349.87</b>	<b>\$ (11,675.76)</b>	<b>\$ 50,900.53</b>	<b>\$ 72,699.74</b>	<b>\$ (21,799.21)</b>
<b>Net Profit (Loss)</b>	<b>\$ 18,210.40</b>	<b>\$ 2,104.21</b>	<b>\$ 16,106.19</b>	<b>\$ 33,589.59</b>	<b>\$ 4,208.42</b>	<b>\$ 29,381.17</b>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (456.68)	\$ 0.00	\$ (456.68)	\$ (912.60)	\$ 0.00	\$ (912.60)
T & I Transfers	(1,992.81)	0.00	(1,992.81)	(3,984.84)	0.00	(3,984.84)
Operating - MMKT- FFB*	(216.91)	0.00	(216.91)	(433.65)	0.00	(433.65)

Walker Commons 550  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Changes	\$ 0.00	\$ 0.00	\$ 0.00	\$ (1.66)	\$ 0.00	\$ (1.66)
Security Deposits Held	510.00	0.00	510.00	850.00	0.00	850.00
Authorized Reserve - Other	0.00	(3,583.33)	3,583.33	0.00	(7,166.66)	7,166.66
Tenant Receivables	(8.42)	0.00	(8.42)	(57.66)	0.00	(57.66)
Other Receivables	2,780.34	0.00	2,780.34	5,560.68	0.00	5,560.68
Accounts Payable - Trade	(2,498.72)	0.00	(2,498.72)	(22,210.20)	0.00	(22,210.20)
Accounts Payable Other	(395.00)	0.00	(395.00)	(1,483.00)	0.00	(1,483.00)
Accrued Interest - City of Chico	1,250.00	0.00	1,250.00	2,500.00	0.00	2,500.00
Accrued Partnership Fees	(6,875.00)	0.00	(6,875.00)	(6,250.00)	0.00	(6,250.00)
Total Other Cash Flow Items	<u>\$ (7,903.20)</u>	<u>\$ (3,583.33)</u>	<u>\$ (4,319.87)</u>	<u>\$ (26,422.93)</u>	<u>\$ (7,166.66)</u>	<u>\$ (19,256.27)</u>
Net Operating Cash Change	<u>\$ 10,307.20</u>	<u>\$ (1,479.12)</u>	<u>\$ 11,786.32</u>	<u>\$ 7,166.66</u>	<u>\$ (2,958.24)</u>	<u>\$ 10,124.90</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 64,428.37	\$ 71,595.03	\$ 7,166.66
Operating - MMKT- FFB*	256,384.62	256,818.27	433.65
Tax & Insurance - FFB	33,586.56	37,571.40	3,984.84
Security Deposit - FFB	21,230.00	21,230.00	0.00
Reserve Acct - FFB	42,300.28	44,203.03	1,902.75
Reserve Acct MMKT-FFB*	518,214.29	519,090.82	876.53
Payables & Receivables:			
Accounts Payable - Trade	22,547.69	337.49	(22,210.20)
Rents Receivable - Current Tenants	(574.00)	(546.50)	27.50
Other Tenant Charges Receivable	226.00	256.16	30.16

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

Maintenance Payroll	\$ 2,789.80	\$ 4,134.58	\$ (1,344.78)	\$ 5,638.12	\$ 8,269.16	\$ (2,631.04)
Janitorial/Cleaning Supplies	63.22	110.58	(47.36)	113.53	221.16	(107.63)
Plumbing Repairs	254.67	375.00	(120.33)	710.78	750.00	(39.22)
Painting & Decorating	20.58	461.25	(440.67)	20.58	922.50	(901.92)
Repairs & Maintenance - Supply	542.36	1,089.08	(546.72)	1,694.89	2,178.16	(483.27)
Repairs & Maintenance - Contract	676.25	1,250.00	(573.75)	1,287.97	2,500.00	(1,212.03)
Grounds Maintenance	1,750.00	2,008.33	(258.33)	3,500.00	4,016.66	(516.66)
Pest Control Service	263.00	333.33	(70.33)	789.00	666.66	122.34
Fire/Alarm Services	0.00	276.75	(276.75)	(43.41)	553.50	(596.91)
Capital Improvements - Other	0.00	3,371.33	(3,371.33)	100.64	6,742.66	(6,642.02)
Capital Improvements - Flooring	0.00	0.00	0.00	2,444.00	0.00	2,444.00
Carpet Cleaning	0.00	70.83	(70.83)	0.00	141.66	(141.66)

Walker Commons 550  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
HVAC Repairs	\$ 0.00	\$ 200.00	\$ (200.00)	\$ 0.00	\$ 400.00	\$ (400.00)
Cable Service	0.00	96.58	(96.58)	206.20	193.16	13.04
Tenant Services	233.47	200.00	33.47	352.78	400.00	(47.22)
Total Maint. & Operating Exp.	\$ 6,593.35	\$ 13,977.64	\$ (7,384.29)	\$ 16,815.08	\$ 27,955.28	\$ (11,140.20)
Utilities:						
Electricity	\$ 540.22	\$ 779.83	\$ (239.61)	\$ 1,059.57	\$ 1,559.66	\$ (500.09)
Water	360.15	775.00	(414.85)	713.75	1,550.00	(836.25)
Sewer	945.18	2,178.92	(1,233.74)	1,890.36	4,357.84	(2,467.48)
Heating Fuel/Other	256.15	386.58	(130.43)	548.10	773.16	(225.06)
Garbage & Trash Removal	177.60	760.25	(582.65)	(515.80)	1,520.50	(2,036.30)
Total Utilities	\$ 2,279.30	\$ 4,880.58	\$ (2,601.28)	\$ 3,695.98	\$ 9,761.16	\$ (6,065.18)
Administrative:						
Manager's Salary	\$ 3,218.58	\$ 4,134.58	\$ (916.00)	\$ 6,501.95	\$ 8,269.16	\$ (1,767.21)
Management Fees	2,968.00	2,968.00	0.00	5,936.00	5,936.00	0.00
Bad Debt Expense	0.00	208.33	(208.33)	0.00	416.66	(416.66)
Auditing	666.67	666.67	0.00	1,333.34	1,333.34	0.00
Legal	0.00	171.08	(171.08)	0.00	342.16	(342.16)
Other Administrative Expenses	0.00	16.67	(16.67)	0.00	33.34	(33.34)
Total Administrative Expense	\$ 6,853.25	\$ 8,165.33	\$ (1,312.08)	\$ 13,771.29	\$ 16,330.66	\$ (2,559.37)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 12.58	\$ (12.58)	\$ 0.00	\$ 25.16	\$ (25.16)
Property Insurance	2,113.67	1,936.33	177.34	4,227.34	3,872.66	354.68
Total Taxes & Insurance Expense	\$ 2,113.67	\$ 1,948.91	\$ 164.76	\$ 4,227.34	\$ 3,897.82	\$ 329.52
Other Taxes & Insurance:						
Payroll Taxes	\$ 719.76	\$ 751.58	\$ (31.82)	\$ 1,445.36	\$ 1,503.16	\$ (57.80)
Other Taxes, Fees & Permits	0.00	295.92	(295.92)	0.00	591.84	(591.84)
Bond Premiums	0.00	25.08	(25.08)	0.00	50.16	(50.16)
Worker's Compensation Insurance	249.67	449.83	(200.16)	493.62	899.66	(406.04)
Personnel Medical Insurance	1,724.73	1,962.92	(238.19)	2,689.55	3,925.84	(1,236.29)
Total Other Taxes & Insurance	\$ 2,694.16	\$ 3,485.33	\$ (791.17)	\$ 4,628.53	\$ 6,970.66	\$ (2,342.13)
Other Project Expenses						
Telephone & Answering Service	\$ 102.20	\$ 229.00	\$ (126.80)	\$ 496.22	\$ 458.00	\$ 38.22
Internet Service	0.00	197.00	(197.00)	143.90	394.00	(250.10)
Advertising	0.00	16.67	(16.67)	0.00	33.34	(33.34)
Water/Coffee Service	0.00	2.08	(2.08)	5.68	4.16	1.52
Office Supplies & Expense	1,102.73	325.00	777.73	1,206.95	650.00	556.95
Postage	16.00	81.00	(65.00)	108.93	162.00	(53.07)
Toner/Copier Expense	0.00	110.33	(110.33)	0.00	220.66	(220.66)

Walker Commons 550  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Travel & Promotion	\$ 0.00	\$ 33.33	\$ (33.33)	\$ 40.00	\$ 66.66	\$ (26.66)
Training Expense	0.00	47.67	(47.67)	0.00	95.34	(95.34)
Credit Checking	111.11	41.67	69.44	143.95	83.34	60.61
Total Other Project Expenses	<u>\$ 1,332.04</u>	<u>\$ 1,083.75</u>	<u>\$ 248.29</u>	<u>\$ 2,145.63</u>	<u>\$ 2,167.50</u>	<u>\$ (21.87)</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	\$ 2,500.00	\$ 2,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 1,250.00	\$ 1,250.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	1,866.68	1,866.66	.02
Total Mortgage & Owner's Exp.	<u>\$ 2,808.34</u>	<u>\$ 2,808.33</u>	<u>\$ .01</u>	<u>\$ 5,616.68</u>	<u>\$ 5,616.66</u>	<u>\$ .02</u>
Total Expenses	<u>\$ 24,674.11</u>	<u>\$ 36,349.87</u>	<u>\$ (11,675.76)</u>	<u>\$ 50,900.53</u>	<u>\$ 72,699.74</u>	<u>\$ (21,799.21)</u>
Authorized Reserve - Other	<u>\$ 0.00</u>	<u>\$ 3,583.33</u>	<u>\$ (3,583.33)</u>	<u>\$ 0.00</u>	<u>\$ 7,166.66</u>	<u>\$ (7,166.66)</u>
	\$ 0.00	\$ 3,583.33	\$ (3,583.33)	\$ 0.00	\$ 7,166.66	\$ (7,166.66)

## 1200 Park Avenue Apartments February 2024



Separate Variance Report explaining budget differences and expenditures.

### Updates:

1200 Park Avenue had four vacancies at the end of February. One move out in March bringing current vacancy to 5 units. One move-in and one move-out during the month of February.

### Vacancies:

- **Unit #237** Unit market ready. Applicant close to an approval.
- **Unit #219** Unit market ready. Applicant approved, moving in 03/13/24.
- **Unit #126** Unit close to market ready. Scheduling flooring and light maintenance and cleaning. Processing applicants.
- **Unit #217** Unit turn in process. Heavy turn. All items left in the unit. Trash out complete. Pending full paint, flooring, blinds and detail cleaning.
- **Unit #329** New move out. 03/08/24. Resident required long term assistance care.

### Upcoming Vacancies:

- **Unit #260** Termination for unauthorized occupant, property damage and nuisance conduct. The 10 day notice to quit was served on March 11, 2024.

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

To date in March, 3 rent payments are outstanding— PM following up to collect.

The gutter cleaning is complete.

After the serve storms several broken tree limbs were scattered throughout the property. A large limb damaged an electrical transformer and one roof. All repairs and clean- up is complete.



Eagle Security, AKA Vyanet, installed a new communication line for the fire alarm on March 6, 2024. Chico Fire Dept. will test in order to complete the permit.

Unfortunately, the part time office assistance, Yovanna Vazquez submitted her resignation. Her last day was 02/22/2024. We are actively recruiting to fill the position and sending local managers to assistant as needed.

The carpet cleaning of the first floor lobby is scheduled to freshen up the area for residents to enjoy!

Park Avenue 569  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
<b>Rental Income</b>						
Gross Rents	\$ 92,576.00	\$ 94,698.25	\$ (2,122.25)	\$ 183,672.00	\$ 189,396.50	\$ (5,724.50)
Vacancies	(2,440.00)	(2,840.92)	400.92	(5,020.00)	(5,681.84)	661.84
Rent Adjustments	(150.84)	0.00	(150.84)	(150.84)	0.00	(150.84)
Manager's Unit	(965.00)	(889.00)	(76.00)	(1,877.00)	(1,778.00)	(99.00)
Total Tenant Rent	<u>\$ 89,020.16</u>	<u>\$ 90,968.33</u>	<u>\$ (1,948.17)</u>	<u>\$ 176,624.16</u>	<u>\$ 181,936.66</u>	<u>\$ (5,312.50)</u>
<b>Other Project Income:</b>						
Laundry Income	\$ 0.00	\$ 666.67	\$ (666.67)	\$ 0.00	\$ 1,333.34	\$ (1,333.34)
Interest Income	113.00	0.00	113.00	223.00	0.00	223.00
Restricted Reserve Interest Incom	20.80	1.67	19.13	20.80	3.34	17.46
Late Charges	103.52	36.08	67.44	195.76	72.16	123.60
Other Tenant Income	\$ 335.00	\$ 350.00	\$ (15.00)	\$ 558.00	\$ 700.00	\$ (142.00)
Miscellaneous Income	\$ 0.00	\$ 45.58	\$ (45.58)	\$ 0.00	\$ 91.16	\$ (91.16)
Other Project Income	<u>\$ 572.32</u>	<u>\$ 1,100.00</u>	<u>\$ (527.68)</u>	<u>\$ 997.56</u>	<u>\$ 2,200.00</u>	<u>\$ (1,202.44)</u>
Total Project Income	<u>\$ 89,592.48</u>	<u>\$ 92,068.33</u>	<u>\$ (2,475.85)</u>	<u>\$ 177,621.72</u>	<u>\$ 184,136.66</u>	<u>\$ (6,514.94)</u>
<b>Project Expenses:</b>						
Maint. & Oper. Exp. (Fr Page 2)	\$ 16,133.86	\$ 19,730.17	\$ (3,596.31)	\$ 35,044.54	\$ 39,460.34	\$ (4,415.80)
Utilities (From Pg 2)	3,952.49	13,232.67	(9,280.18)	12,878.54	26,465.34	(13,586.80)
Administrative (From Pg 2)	12,781.37	12,638.91	142.46	24,667.45	25,277.82	(610.37)
Taxes & Insurance (From Pg 2)	6,169.25	5,650.17	519.08	12,338.50	11,300.34	1,038.16
Other Taxes & Insurance (Fr Page	2,988.63	3,989.66	(1,001.03)	5,882.96	7,979.32	(2,096.36)
Other Project Expenses	3,230.49	1,988.51	1,241.98	4,950.71	3,977.02	973.69
Total O&M Expenses	<u>\$ 45,256.09</u>	<u>\$ 57,230.09</u>	<u>\$ (11,974.00)</u>	<u>\$ 95,762.70</u>	<u>\$ 114,460.18</u>	<u>\$ (18,697.48)</u>
<b>Mortgage &amp; Owner's Expense</b>						
Mortgage Payment	\$ 26,105.39	\$ 26,300.42	\$ (195.03)	\$ 52,210.78	\$ 52,600.84	\$ (390.06)
Managing General Partner Fees	\$ 1,085.50	\$ 1,118.08	\$ (32.58)	\$ 2,171.00	\$ 2,236.16	\$ (65.16)
Transfer - Reserves	2,675.00	2,675.00	0.00	5,350.00	5,350.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 29,865.89</u>	<u>\$ 30,093.50</u>	<u>\$ (227.61)</u>	<u>\$ 59,731.78</u>	<u>\$ 60,187.00</u>	<u>\$ (455.22)</u>
Total Project Expenses	<u>\$ 75,121.98</u>	<u>\$ 87,323.59</u>	<u>\$ (12,201.61)</u>	<u>\$ 155,494.48</u>	<u>\$ 174,647.18</u>	<u>\$ (19,152.70)</u>
Net Profit (Loss)	<u>\$ 14,470.50</u>	<u>\$ 4,744.74</u>	<u>\$ 9,725.76</u>	<u>\$ 22,127.24</u>	<u>\$ 9,489.48</u>	<u>\$ 12,637.76</u>
<b>Other Cash Flow Items:</b>						
Reserve Transfers	\$ (15.60)	\$ 0.00	\$ (15.60)	\$ 134.40	\$ 0.00	\$ 134.40
T & I Transfers	(7,499.86)	0.00	(7,499.86)	(14,996.78)	0.00	(14,996.78)



Park Avenue 569  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Operating - MMKT- FFB*	\$ (76.64)	\$ 0.00	\$ (76.64)	\$ (153.22)	\$ 0.00	\$ (153.22)
Other Cash Changes	0.00	0.00	0.00	(121.08)	0.00	(121.08)
Authorized Reserve - Other	0.00	(11,138.00)	11,138.00	0.00	(22,276.00)	22,276.00
Tenant Receivables	1,755.99	0.00	1,755.99	3,053.63	0.00	3,053.63
Other Receivables	6,918.25	0.00	6,918.25	13,712.50	0.00	13,712.50
Accounts Payable - Trade	(1,266.11)	0.00	(1,266.11)	(18,311.24)	0.00	(18,311.24)
Accrued Interest City of Chico	6,125.00	0.00	6,125.00	12,250.00	0.00	12,250.00
Accrued Local Administration Fee	416.67	0.00	416.67	833.34	0.00	833.34
Accrued Managing GP Fee	668.83	0.00	668.83	1,337.66	0.00	1,337.66
Accrued Interest Housing Authority	4,785.75	0.00	4,785.75	9,571.50	0.00	9,571.50
Total Other Cash Flow Items	<u>\$ 11,812.28</u>	<u>\$ (11,138.00)</u>	<u>\$ 22,950.28</u>	<u>\$ 7,310.71</u>	<u>\$ (22,276.00)</u>	<u>\$ 29,586.71</u>
Net Operating Cash Change	<u>\$ 26,282.78</u>	<u>\$ (6,393.26)</u>	<u>\$ 32,676.04</u>	<u>\$ 29,437.95</u>	<u>\$ (12,786.52)</u>	<u>\$ 42,224.47</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 60,451.88	\$ 89,889.83	\$ 29,437.95
Operating - MMKT- FFB*	90,586.16	90,739.38	153.22
Tax & Insurance-FFB	80,765.80	95,762.58	14,996.78
Security Deposit - FFB	36,064.00	36,064.00	0.00
Repl Reserves - Berkadia - IMP**	363,342.15	368,557.75	5,215.60
Payables & Receivables:			
Accounts Payable - Trade	21,700.23	3,388.99	(18,311.24)
Rents Receivable - Current Tenants	2,490.89	(625.52)	(3,116.41)
Other Tenant Charges Receivable	3,335.58	3,398.36	62.78

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 7,127.26	\$ 7,750.25	\$ (622.99)	\$ 13,930.39	\$ 15,500.50	\$ (1,570.11)
Janitorial/Cleaning Supplies	0.00	318.25	(318.25)	70.01	636.50	(566.49)
Plumbing Repairs	50.00	219.75	(169.75)	50.00	439.50	(389.50)
Painting & Decorating	142.27	223.83	(81.56)	173.14	447.66	(274.52)
Repairs & Maintenance - Supply	246.27	1,000.00	(753.73)	2,350.54	2,000.00	350.54
Repairs & Maintenance - Contract	4,095.45	2,250.00	1,845.45	6,066.13	4,500.00	1,566.13
Grounds Maintenance	1,750.00	1,966.67	(216.67)	3,885.00	3,933.34	(48.34)
Elevator Maintenance & Contract	0.00	984.17	(984.17)	1,895.10	1,968.34	(73.24)
Pest Control Service	0.00	1,000.00	(1,000.00)	227.00	2,000.00	(1,773.00)
Fire/Alarm Services	736.25	773.33	(37.08)	1,398.78	1,546.66	(147.88)
Security Service	0.00	701.00	(701.00)	1,311.00	1,402.00	(91.00)
Capital Improvements - Other	153.60	955.33	(801.73)	153.60	1,910.66	(1,757.06)

Park Avenue 569  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Capital Improvements - Flooring	\$ 1,238.47	\$ 0.00	\$ 1,238.47	\$ 1,238.47	\$ 0.00	\$ 1,238.47
Capital Improvements - Appliance	0.00	0.00	0.00	720.95	0.00	720.95
Capital Improvements - HVAC Repl	594.29	0.00	594.29	594.29	0.00	594.29
Capital Improvements - Water Heat	0.00	0.00	0.00	835.57	0.00	835.57
Carpet Cleaning	0.00	891.67	(891.67)	0.00	1,783.34	(1,783.34)
HVAC Repairs	0.00	179.42	(179.42)	0.00	358.84	(358.84)
Cable Service	0.00	391.50	(391.50)	0.00	783.00	(783.00)
Tenant Services	0.00	125.00	(125.00)	144.57	250.00	(105.43)
<b>Total Maint. &amp; Operating Exp.</b>	<b>\$ 16,133.86</b>	<b>\$ 19,730.17</b>	<b>\$ (3,596.31)</b>	<b>\$ 35,044.54</b>	<b>\$ 39,460.34</b>	<b>\$ (4,415.80)</b>
Utilities:						
Electricity	\$ 0.00	\$ 6,614.58	\$ (6,614.58)	\$ 4,637.86	\$ 13,229.16	\$ (8,591.30)
Water	1,155.86	1,037.92	117.94	1,972.29	2,075.84	(103.55)
Sewer	1,785.07	4,081.67	(2,296.60)	3,570.14	8,163.34	(4,593.20)
Heating Fuel/Other	0.00	454.92	(454.92)	790.13	909.84	(119.71)
Garbage & Trash Removal	1,011.56	1,043.58	(32.02)	1,908.12	2,087.16	(179.04)
<b>Total Utilities</b>	<b>\$ 3,952.49</b>	<b>\$ 13,232.67</b>	<b>\$ (9,280.18)</b>	<b>\$ 12,878.54</b>	<b>\$ 26,465.34</b>	<b>\$ (13,586.80)</b>
Administrative:						
Manager's Salary	\$ 6,033.17	\$ 5,859.00	\$ 174.17	\$ 11,473.25	\$ 11,718.00	\$ (244.75)
Management Fees	5,671.00	5,671.00	0.00	11,342.00	11,342.00	0.00
Bad Debt Expense	323.00	208.33	114.67	323.00	416.66	(93.66)
Auditing	749.00	625.00	124.00	1,374.00	1,250.00	124.00
Legal	0.00	212.33	(212.33)	0.00	424.66	(424.66)
Other Administrative Expenses	5.20	63.25	(58.05)	155.20	126.50	28.70
<b>Total Administrative Expense</b>	<b>\$ 12,781.37</b>	<b>\$ 12,638.91</b>	<b>\$ 142.46</b>	<b>\$ 24,667.45</b>	<b>\$ 25,277.82</b>	<b>\$ (610.37)</b>
Taxes & Insurance Reserve For:						
Special Assessments	\$ 0.00	\$ 27.58	\$ (27.58)	\$ 0.00	\$ 55.16	\$ (55.16)
Property Insurance	5,869.33	5,322.67	546.66	11,738.66	10,645.34	1,093.32
Other Insurance	299.92	299.92	0.00	599.84	599.84	0.00
<b>Total Taxes &amp; Insurance Expense</b>	<b>\$ 6,169.25</b>	<b>\$ 5,650.17</b>	<b>\$ 519.08</b>	<b>\$ 12,338.50</b>	<b>\$ 11,300.34</b>	<b>\$ 1,038.16</b>
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,497.06	\$ 1,199.75	\$ 297.31	\$ 2,938.76	\$ 2,399.50	\$ 539.26
Other Taxes, Fees & Permits	0.00	233.33	(233.33)	0.00	466.66	(466.66)
Bond Premiums	0.00	108.75	(108.75)	0.00	217.50	(217.50)
Worker's Compensation Insurance	516.58	726.08	(209.50)	983.19	1,452.16	(468.97)
Personnel Medical Insurance	974.99	1,721.75	(746.76)	1,961.01	3,443.50	(1,482.49)
<b>Total Other Taxes &amp; Insurance</b>	<b>\$ 2,988.63</b>	<b>\$ 3,989.66</b>	<b>\$ (1,001.03)</b>	<b>\$ 5,882.96</b>	<b>\$ 7,979.32</b>	<b>\$ (2,096.36)</b>
Other Project Expenses						
Telephone & Answering Service	\$ 593.96	\$ 556.00	\$ 37.96	\$ 1,184.10	\$ 1,112.00	\$ 72.10

Park Avenue 569  
For the Month Ended February 29, 2024  
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Internet Service	\$ 504.53	\$ 355.92	\$ 148.61	\$ 991.08	\$ 711.84	\$ 279.24
Advertising	0.00	3.33	(3.33)	0.00	6.66	(6.66)
Water/Coffee Service	31.52	111.25	(79.73)	83.76	222.50	(138.74)
Office Supplies & Expense	1,848.32	433.33	1,414.99	2,181.84	866.66	1,315.18
Postage	0.00	87.67	(87.67)	77.64	175.34	(97.70)
Toner/Copier Expense	139.14	297.92	(158.78)	269.27	595.84	(326.57)
Office Furniture & Equipment Expe	100.43	0.00	100.43	100.43	0.00	100.43
Travel & Promotion	0.00	41.67	(41.67)	0.00	83.34	(83.34)
Training Expense	0.00	63.92	(63.92)	50.00	127.84	(77.84)
Credit Checking	12.59	29.17	(16.58)	12.59	58.34	(45.75)
Employee Meals	0.00	8.33	(8.33)	0.00	16.66	(16.66)
Total Other Project Expenses	<u>\$ 3,230.49</u>	<u>\$ 1,988.51</u>	<u>\$ 1,241.98</u>	<u>\$ 4,950.71</u>	<u>\$ 3,977.02</u>	<u>\$ 973.69</u>
Lease Up Expenses						
Total Lease Up Expenses	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 26,105.39	\$ 26,300.42	\$ (195.03)	\$ 52,210.78	\$ 52,600.84	\$ (390.06)
Managing General Partner Fees	\$ 1,085.50	\$ 1,118.08	\$ (32.58)	\$ 2,171.00	\$ 2,236.16	\$ (65.16)
Transfer - Reserves	2,675.00	2,675.00	0.00	5,350.00	5,350.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 29,865.89</u>	<u>\$ 30,093.50</u>	<u>\$ (227.61)</u>	<u>\$ 59,731.78</u>	<u>\$ 60,187.00</u>	<u>\$ (455.22)</u>
Total Expenses	<u>\$ 75,121.98</u>	<u>\$ 87,323.59</u>	<u>\$ (12,201.61)</u>	<u>\$ 155,494.48</u>	<u>\$ 174,647.18</u>	<u>\$ (19,152.70)</u>
Authorized Reserve - Other	<u>\$ 0.00</u>	<u>\$ 11,138.00</u>	<u>\$ (11,138.00)</u>	<u>\$ 0.00</u>	<u>\$ 22,276.00</u>	<u>\$ (22,276.00)</u>
	\$ 0.00	\$ 11,138.00	\$ (11,138.00)	\$ 0.00	\$ 22,276.00	\$ (22,276.00)

Date: 3/13/2024

MEMO

To: Board of Commissions

From: Angie Little, Section 8 Housing Manager

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

<b>Program Statistics for Period Ending</b>	<b>February 2024</b>	<b>February 2023</b>
Number of participants as of last day of the month	32	35
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	0	1
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	15	15
Number of participants with annual income increases (YTD)	0	0
Number of participants with new employment (YTD)	0	0
Number of participants with escrow accounts	21	25
Number of participants currently escrowing	14	16
Amount disbursed from escrow account	\$0.00	\$0.00
Balance of Escrow Account	\$205,971.21	\$127,647.36

### **FSS FY 2022 HUD Grant Program Tracking Data**

<b>Program Management Questions:</b>	<b>YTD (2022)</b>
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	32
Number of FSS participants identified as a person with disabilities	9
Number of FSS participants employed	19
Number of FSS participants in training programs	7
Number of FSS participants enrolled in higher/adult education	3
Number of FSS participants enrolled in school and employed	1
Number of FSS families receiving cash assistance	2
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	1
Number of FSS families moved to non-subsidized housing	1
Number of FSS families moved to home-ownership	1



HACB CoC Programs: A Report to the Board of Commissioners for the Month of February 2024										
Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	02/2024 Enrollment	02/2024 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/23 - 6/30/24	\$9,000.00	City of Chico	SSA	8	Low-income, referred by supportive service agency	Chico	0	\$0.00	\$9,000.00
City of Chico - TBRA	7/1/23 - 6/30/24	\$120,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	9	\$8,629.00	\$22,120.00
BHHAP/Security Deposit**	7/1/23 - 6/30/24	\$3,426.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	2	\$0.00	\$2,026.00
BHHAP/ASOC	7/1/23 - 6/30/24	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	2	\$500.00	\$20,291.00
Totals		\$156,717.00			35			13	\$9,129.00	\$53,437.00

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

**Last update:**03/13/2024  
**Path:** Z:\Boutique Programs\Special Programs Budget and Reports

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


# Dozens of formerly homeless people move into new apartments in Oroville

*Action News Now, By: Kelli Saam, Feb 28, 2024*



**OROVILLE, Calif.** - A group of people who used to be homeless are settling into their new apartments in Oroville. They were selected to live at the new Prospect View Apartments and they moved in this month.

Steve Crislip was grateful when saw his apartment for the first time. Crislip is one of 45 people chosen to live at the new affordable apartment complex off Nelson Avenue in Oroville.



The housing team at Butte County Health and Human Services chose these residents through outreach at homeless camps in unincorporated areas of Gridley and South Oroville. The goal is to provide a home and a sense of stability, to empower them to get back on their feet.

"I feel blessed I feel like the housing Authority and God's blessed me," Crislip said. "My mom's over there. She has tears of joy. I'm gonna be able to get some medical treatment because I had a hunting accident and out there. I couldn't make it to the hospital because I don't have a running car."

Crislip said having a place to take a shower and sleep in a warm bed every day will help him get to the hospital and begin physical therapy. He hopes to get a job once he's physically ready.

The affordable housing project has 39 units, fully furnished. Residents have access to on-site resources including a case manager, gym, and laundry room.



March 1, 2024

Memo

To: Board of Commissioners

From: Ed Mayer, Executive Director

Subject: Agenda Item No. 5.1 – Section 8 FYI Program  
Resolution No. 4918 – Adoption of FYI Memorandum of Understanding (MOU)

The HACB administers the HUD Section 8 Housing Choice Voucher program, where program participants receive income-based rental assistance while leasing from for- and non-profit landlords.

One of the component programs to the Section 8 HCV program targets youth. Known as the HUD Foster Youth Initiative (FYI), the program provides Section 8 vouchers to eligible youth receiving case management services from the local Child Welfare Services Agency (CWSA). Vouchers are provided on a case by case basis – a youth is deemed qualified and HUD immediately authorizes the voucher allocation. (*Free vouchers!*)

Youth aging out of the Foster Care System and other CWSA supported homeless youth are provided up to three years rental assistance, designed, with the supportive case management provided, to move the participants to sufficiency. Youth for Change, the areas foremost youth services provider, will be working for DESS in support of the program.

Program planning has been underway for over a year, working with the Butte County Department of Employment and Social Services, our jurisdiction's CWSA. Program implementation now rests on adoption of a program MOU, to be entered into between DESS and HACB, as proposed by means of Resolution No. 4918.

*Recommendation: Adoption of Resolution No. 4918*

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 4918

MEMORANDUM OF UNDERSTANDING  
WITH  
BUTTE COUNTY DEPARTMENT OF EMPLOYMENT AND SOCIAL SERVICES  
ESTABLISHING THE  
HUD SECTION 8 FOSTER YOUTH INITIATIVE PROGRAM IN BUTTE COUNTY

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

WHEREAS, the Section 8 program includes a component program known as the HUD Foster Youth Initiative (FYI) program, where up to three years Section 8 voucher assistance is provided to qualified youth; and

WHEREAS, the FYI program provides housing opportunity to youth aging out of the Foster Care system, and other homeless youth, being provided supportive services by the area Child Welfare Services Agency (CWSA); and

WHEREAS, the CWSA for Butte County is the Butte County Department of Employment and Social Services (DESS); and

WHEREAS, the HACB and DESS have determined that provision of supported housing to youth is an important and underserved community need; and

WHEREAS, the HACB has determined that the proposed Memorandum of Understanding between HACB and DESS for administration of the HUD FYI program is in the best interest of the HACB, its clients, and the community it serves;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to authorize its Executive Director to enter into a Memorandum of Understanding (MOU) with the Butte County Department of Employment and Social Services for administration of the HUD Section 8 Housing Choice Voucher Foster Youth Initiative (FYI) program in Butte County, such MOU attached to and made a part of this Resolution No. 4918.

Dated: March 21, 2024.

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David Pittman, Chair

ATTEST:

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Edward S. Mayer, Secretary

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**COUNTY OF BUTTE**  
**And**  
**HOUSING AUTHORITY OF THE COUNTY OF BUTTE, YOUTH FOR CHANGE AND**  
**NORTHERN CALIFORNIA YOUTH AND FAMILY PROGRAMS**  
**FOR FOSTER YOUTH TO INDEPENDENCE (FYI) VOUCHERS**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") between the County of Butte through its Department of Employment and Social Services, herein referred to as County, Housing Authority of the County of Butte, herein referred to as HACB, Youth for Change, herein referred to as YFC and Northern California Youth and Family Programs herein referred to as NCYFP, individually as "Party" and collectively as "Parties". The purpose of this document is to set forth the types and terms of collaborative services between County and Parties.

**WITNESSETH:**

WHEREAS, both County and Parties shall commit to housing qualified youth through the administration of FYI vouchers. Qualified youth shall consist of former foster youth, who are eligible to participate in Transitional Housing Program-Plus (THP-Plus) and meet the qualifications for FYI vouchers provided by the Parties.

NOW, THEREFORE, in consideration of their mutual covenants and conditions, the Parties hereto agree as follows:

**1. PURPOSE**

The purpose of this MOU is to allow Parties to provide FYI vouchers to qualified participants in the THP-Plus, as outlined in Attachment I, Description of Services, attached hereto and by this reference incorporated herein.

**2. TERM**

The term of this MOU is Upon Date of Execution through June 30, 2025.

**3. FISCAL EXPLANATION**

This is a nonfinancial MOU and there are no costs associated with this agreement.

**4. RESPONSIBILITIES**

The responsibilities of County and Parties are set forth in Attachment I, Description of Services, attached hereto and by this reference incorporated herein. These services are being provided with no cost to either County or Parties.

**5. TERMINATION**

This MOU may be terminated by any Party upon the giving of thirty (30) days advance written notice of an intention to terminate.

**6. NON-ASSIGNMENT**

No Party shall assign, transfer or sub-contract this MOU nor their rights or duties under this MOU without the prior written consent of the other Parties.

**7. RECORDS**

All Parties subject to this MOU shall maintain a record of services provided in sufficient detail to permit an evaluation of the MOU. All such records shall be made available during normal business hours to authorized representatives of County, State, and Federal governments during the term of this MOU and during the period of record retention for the purpose of program review and/or fiscal audit.

**8. COMPLIANCE WITH LAWS/POLICIES**

The Parties shall comply with all applicable laws, rules and regulations related to Case Review of juvenile dependency cases as directed by the State of California.

**9. CONFIDENTIALITY**

The Parties shall act in strict conformance with all applicable Federal, State of California and/or local laws and regulations relating to confidentiality, including but not limited to, California Civil Code section 56 et seq., Welfare and Institutions Code sections 827, 5328, 10850 and 14100.2, Health and Safety sections 11977 and 11812, 22 California Code of Regulations section 51009, and 42 Code of Federal Regulations sections 2.1 et seq. The Parties shall ensure that no list of persons receiving services under this MOU is published, disclosed, or used for any other purpose except for the direct administration of the program or other uses authorized by law that are not in conflict with requirements for confidentiality.

**10. NON-DISCRIMINATION**

During the performance of this MOU, the Parties shall not unlawfully discriminate against any employee or applicant for employment, or recipient of services, because of race, religion, color, national origin, ancestry, physical disability, medical condition, marital status, age or gender, pursuant to all applicable State and Federal statutes and regulations, as set forth in Attachment III, Assurance of Compliance, attached hereto and by this reference incorporated herein.

**11. RELATIONSHIP OF PARTIES**

It is understood that this is a MOU by and between two (2) separate public agencies and two (2) separate nonprofit organizations and is not intended to and shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture or association.

**12. NO THIRD-PARTY BENEFICIARIES**

Both County and Parties agree it is their specific intent that no other person or entity shall be a Party to or a third-Party beneficiary of this MOU or and attachment or addenda to this MOU.

**13. INDEMNIFICATION**

Both County and Parties agree to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its officers, agents, or employees to the full extent required by law.

**14. NOTICE**

Any and all notices, reports or other communications to be given to County or Parties shall be given to the persons representing the respective Parties at the following addresses:

**Department of Employment and Social Services**

Name: Annaliesa Batts  
Title: Health and Human Services Program Analyst II  
Address: 78 Table Mountain Blvd, Oroville, CA 95965  
Email: abatts@buttecounty.net  
Phone: (530) 552-6220

**Housing Authority of the County of Butte**

Name: Edward S. Mayer  
Title: Executive Director  
Address: 2039 Forest Ave., Chico, CA 95928  
Email: edm@butte-housing.com  
Phone: (530) 895-4475 ext. 215

**Youth for Change**

Name: Beth Parsons  
Title: Chief Executive Officer  
Address: 260 Cohasset Road, Ste. 120, Chico, CA 95926  
Email: bparsons@youth4change.org  
Phone: (530) 877-8187

**Northern California Youth and Family Programs**

Name: Michelle Dahlgren

Title: Executive Director

Address: 2577 California Park Drive, Chico, CA 95928

Email: mdahlgren@youthandfamily.info

Phone: (530) 893-2316

**15. PUBLIC RECORDS ACT**

Both County and Parties are aware that this MOU and any documents provided to the other county related only to this MOU may be subject to the California Public Records Act and may be disclosed to members of the public upon request. It is the responsibility of both counties to clearly identify information in those documents that it considers to be confidential under the California Public Records Act. To the extent that the counties agree with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

**16. ENTIRE AGREEMENT AND MODIFICATION**

This MOU contains the entire agreement of the Parties relating to the subject matter of this MOU and supersedes all prior agreements and representations with respect to the subject matter hereof. This MOU may only be modified by a written amendment hereto, executed by all Parties. If there are attachments attached hereto, and a conflict exists between the terms of this MOU and any attachment, the terms of this MOU shall control.

**17. ENFORCEABILITY AND SEVERABILITY**

The invalidity or enforceability of any term or provisions of this MOU shall not, unless otherwise specified, affect the validity or enforceability of any other term or provision, which shall remain in full force and effect.

**18. DISPUTES**

Both County and Parties agree to use good faith efforts to resolve any disputes prior to bringing any action to enforce the terms of this MOU.

Should it become necessary for a Party to this MOU to enforce any of the provisions hereof, the prevailing Party in any claim or action shall be entitled to reimbursement for all expenses so incurred, including reasonable attorney's fees.

It is agreed by County and Parties hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be filed and remain in a court of competent jurisdiction in the County of Butte, State of California.

**19. CAPTIONS**

The captions of this MOU are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this MOU.

**20. OTHER DOCUMENTS**

Both County and Parties agree that they shall cooperate in good faith to accomplish the object of this MOU and, to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.

**21. CONTROLLING LAW**

The validity, interpretation and performance of this MOU shall be controlled by and construed under the laws of the State of California.

**22. AUTHORITY**

County and Parties and each Party's signatory warrant and represent that each has full authority and capacity to enter into this MOU in accordance with all requirements of law. The Parties also warrant that any signed amendment or modification to the MOU shall comply with all requirements of law, including capacity and authority to amend or modify the MOU.

IN WITNESS WHEREOF, the Parties hereto, by their duly authorized representative, have affixed their hands on the day and year first above written.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE**

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

**COUNTY OF BUTTE**

\_\_\_\_\_  
Shelby Boston, Director      Date  
Public Guardian/Public Administrator  
Department of Employment and Social Services

\_\_\_\_\_  
Sarah MacArthur, Deputy Director      Date  
General Services

**APPROVED AS TO FORM**

Brad J. Stephens  
Interim Butte County Counsel

\_\_\_\_\_  
By      Date

**REVIEWED FOR CONTRACT POLICY COMPLIANCE**

\_\_\_\_\_  
General Services Contracts Division      Date

## ATTACHMENT I

### DESCRIPTION OF SERVICES

Unless indicated otherwise herein, Parties shall furnish all labor, materials, transportation, supervision and management and pay all taxes required to complete the project described below:

Foster Youth to Independence (FYI) vouchers provide 36 months of rental assistance to youth exiting foster care, who are at risk of homelessness and youth who are homeless after having been in foster care.

In order to provide housing opportunities to former foster youth, FYI vouchers shall be available to youth eligible to participate in the Transitional Housing Program-Plus (THP-Plus), and meet the following requirements:

- Youth has attained at least 18 years and has not reached his/her 25<sup>th</sup> birthday;
- Youth has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act;
- Youth is homeless or is at risk of becoming homeless at age 16 or older.

Eligibility is not limited to single persons. For example, pregnant and/or parenting youth are eligible to receive assistance under this notice assuming they otherwise meet eligibility requirements.

### **YFC AND NCYFP RESPONSIBILITIES**

- A. Maintain a system for prioritization of youth referred to the THP-Plus program, to ensure that youth are prioritized for a FYI voucher based upon level of need and appropriateness of the intervention.
- B. Assist youth with completing the FYI voucher application.
- C. Aid youth with gathering the documentation required by the U.S. Department of Housing and Development (HUD) to qualify for a FYI voucher.
- D. Provide written certification to HACB that a youth is eligible.
- E. Provide or secure a commitment for the provision of the following required supportive services for a period of 36 months to youth assisted through the THP-Plus program (Youth shall not be required to participate in these services as condition of receipt of the voucher.):
  - Basic life skills information, money management counseling, use of credit, housekeeping, proper nutrition and meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services).
  - Counseling on compliance with rental lease requirements and with Housing Choice Voucher (HCV) program participant requirements, including assistance/referrals for security deposits, utility hook-up fees, and utility deposits.
  - Assurances to owners of rental property as are reasonable and necessary to assist a FYI-eligible youth to rent a unit with a voucher.
  - Job preparation and attainment counseling (where to look, application assistance, appropriate dress, grooming, relationships with supervisory personnel, etc.).
  - Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance education financing for a technical school, trade school or college; including successful work ethic and attitude models.
- F. Attend quarterly oversight meetings, virtually or in person as agreed upon by County and Parties.



## **HACB RESPONSIBILITIES**

- A. Upon receiving referrals from YFC and NCYFP for eligible youth, HACB shall cross-reference the provided names with those already on its Housing Choice Section 8 Voucher (HCV) waiting list. If there is a match between the referred youth and those on the waiting list, HACB shall offer services based on their respective positions in accordance with HACB admission policies. For youth certified as eligible by YFC or NCYFP, but not on HCV's waiting list, they shall be added to the list pending HCV eligibility determination. In the event the HCV waiting list is closed, HACB shall reopen it to include FYI applicant youth not currently listed. The waiting list may be reopened specifically for FYI eligible youth without affecting other applicants.
- B. HACB shall request FYI vouchers from the Department of Housing and Urban Development (HUD) for eligible youth referred by YFC and NCYFP. Up to 50 FYI vouchers may be requested annually.
- C. HACB shall issue FYI vouchers directly to youth upon receipt of vouchers from HUD.
- D. HACB shall amend the administrative plan, mentioned here by reference only, in accordance with applicable program regulations and requirements.
- E. Attend quarterly meetings oversight meetings virtually or in person as agreed upon by County and Parties.

## **COUNTY RESPONSIBILITIES**

- Refer eligible County youth to YFC and/or NCYFP to be assessed for a FYI Voucher
- Educate and train community partners with referring eligible youth to YFC and/or NCYFP for a FYI Voucher assessment
- Identify and maintain a singular County liaison to communicate with Parties
- Host quarterly oversight meetings virtually or in person as agreed upon by County and Parties.

# HACB FINANCIAL REVIEW

January 2024

# HACB CONSOLIDATED INCOME STATEMENT

## Includes:

All HUD Grant Programs

All USDA Programs

General Fund

Boutique Programs

BOND Properties

## Excludes:

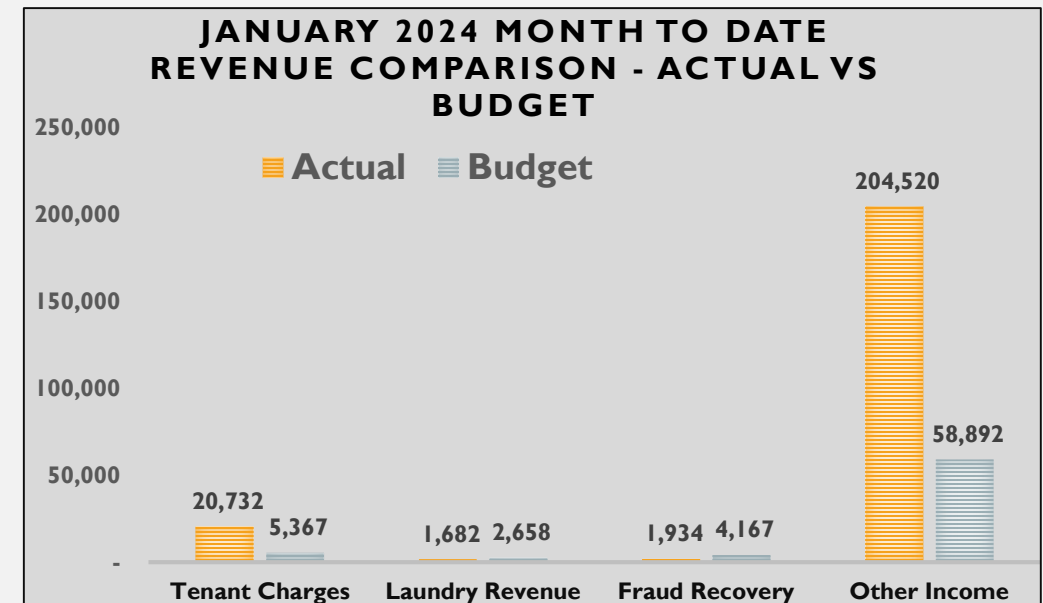
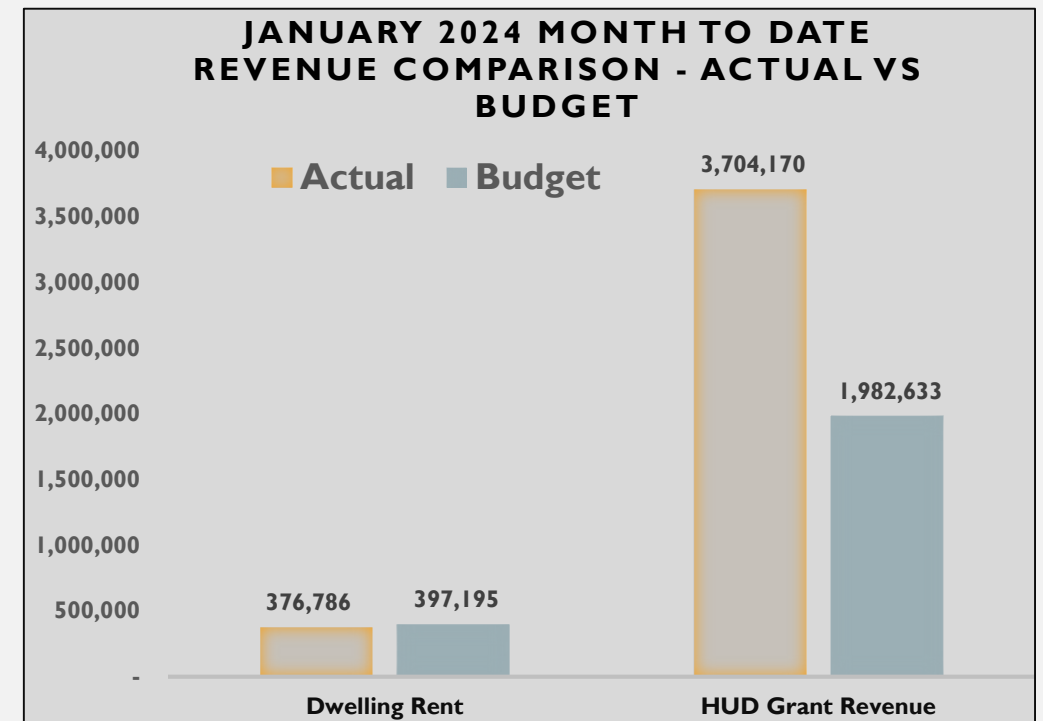
Banyard & BCAHDC

## Housing Authority of the County of Butte CONSOLIDATED INCOME STATEMENT January 31, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	376,786	397,195	20,409	1,515,009	1,588,779	73,770	31.79%
Tenant Charges	20,732	5,367	(15,366)	43,272	21,467	(21,805)	67.19%
Laundry Revenue	1,682	2,658	976	6,731	10,631	3,900	21.11%
HUD Grant Revenue	3,704,170	1,982,633	(1,721,537)	9,406,793	7,930,532	(1,476,261)	39.54%
Other Grant Revenue	0	0	172,976	0	0	509,241	0.00%
Investment Income-unrestricted	208	705	497	372	2,819	2,446	4.41%
Investment Income - restricted	21	12,181	12,159	88	48,723	48,635	0.06%
Fraud Recovery	1,934	4,167	2,233	23,499	16,667	(6,832)	47.00%
Other Income	204,520	58,892	(145,628)	599,616	235,567	(364,049)	84.85%
<b>TOTAL REVENUES</b>	<b>4,310,054</b>	<b>2,463,796</b>	<b>(1,673,282)</b>	<b>11,595,380</b>	<b>9,855,183</b>	<b>(1,230,956)</b>	<b>39.22%</b>
Administrative Employee Salaries	242,070	223,978	(18,092)	1,029,610	895,913	(133,696)	38.31%
Audit Fee	11,967	3,328	(8,639)	37,461	13,310	(24,151)	93.82%
Advertising & Marketing	323	1,911	1,587	1,293	7,643	6,350	5.64%
Admin Fringe Benefits & Taxes	10,770	120,844	110,074	38,453	483,375	444,922	2.65%
Office Expenses	21,874	24,464	2,591	81,883	97,858	15,975	27.89%
Legal Expenses	6,844	5,449	(1,395)	34,071	21,797	(12,274)	52.10%
Travel	1,234	2,435	1,200	2,568	9,738	7,171	8.79%
Allocated Overhead	0	68,475	68,475	1,105	273,899	272,794	0.13%
Other Admin Expenses	68,395	53,489	(14,906)	358,490	213,956	(144,533)	55.85%
<b>Total Operating Admin Costs</b>	<b>363,477</b>	<b>504,372</b>	<b>140,895</b>	<b>1,584,933</b>	<b>2,017,489</b>	<b>432,556</b>	<b>26.19%</b>
Tenant Services - Salaries	10,458	9,673	(785)	50,750	38,692	(12,058)	43.72%
Relocation Costs	0	0	0	900	0	(900)	0.00%
Employee Benefits - Tenant Services	8,488	4,279	(4,209)	52,618	17,114	(35,504)	102.48%
Resident Services MISC	0	19,816	19,816	0	79,265	79,265	0.00%
<b>Total Tenant Services</b>	<b>18,946</b>	<b>33,768</b>	<b>14,822</b>	<b>104,268</b>	<b>135,071</b>	<b>30,803</b>	<b>25.73%</b>
Water	14,044	19,012	4,968	71,925	76,048	4,123	31.53%
Electricity	12,620	9,439	(3,180)	46,653	37,758	(8,896)	41.19%
Gas	3,719	4,934	1,216	8,544	19,737	11,193	14.43%
Sewer	8,200	18,469	10,268	152,233	73,875	(78,358)	67.42%
<b>Total Utilities - Project</b>	<b>38,583</b>	<b>51,854</b>	<b>13,271</b>	<b>279,355</b>	<b>207,418</b>	<b>(71,937)</b>	<b>44.60%</b>
Maintenance Salaries	29,647	38,946	9,298	121,703	155,783	34,080	26.04%
Maintenance Materials	87,200	23,606	(63,594)	268,455	94,424	(174,031)	94.77%
Maintenance Contract Costs	32,241	88,367	56,126	222,438	353,466	131,028	20.98%
Maintenance Fringe Benefits	6,652	17,571	10,919	23,913	70,285	46,373	11.34%
<b>Total Maintenance Costs</b>	<b>155,739</b>	<b>168,490</b>	<b>12,750</b>	<b>636,509</b>	<b>673,958</b>	<b>37,449</b>	<b>31.48%</b>
Protective Services	2,466	2,825	359	11,538	11,300	(238)	34.04%
Insurance-Liability/Property/Auto	15,063	34,731	19,668	66,412	138,925	72,513	15.93%
Other General Expenses	4,777	9,964	5,187	21,067	39,854	18,787	17.62%
PILOT	0	9,667	9,667	0	38,669	38,669	0.00%
Bad Debt - Tenant	0	6,267	6,267	0	25,067	25,067	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	28,867	12,808	64,236	115,467	51,231	18.54%
<b>Total Other Operating Expenses</b>	<b>38,364</b>	<b>92,320</b>	<b>53,957</b>	<b>163,252</b>	<b>369,282</b>	<b>206,029</b>	<b>14.74%</b>
Maintenance - Extraordinary	0	0	0	86,550	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,820,721	1,551,473	(269,248)	7,213,211	6,205,893	(1,007,317)	38.74%
Fraud Losses	0	0	0	0	0	0	0.00%
<b>Total Other Costs</b>	<b>1,820,721</b>	<b>1,551,473</b>	<b>(269,248)</b>	<b>7,299,761</b>	<b>6,205,893</b>	<b>(1,007,317)</b>	<b>39.21%</b>
<b>TOTAL EXPENSES</b>	<b>2,435,831</b>	<b>2,402,278</b>	<b>(33,553)</b>	<b>10,068,078</b>	<b>9,609,111</b>	<b>(372,417)</b>	<b>34.92%</b>
<b>RETAINED EARNINGS</b>	<b>1,874,223</b>	<b>61,518</b>	<b>(1,812,705)</b>	<b>1,527,302</b>	<b>246,073</b>	<b>(858,539)</b>	<b>4.30%</b>

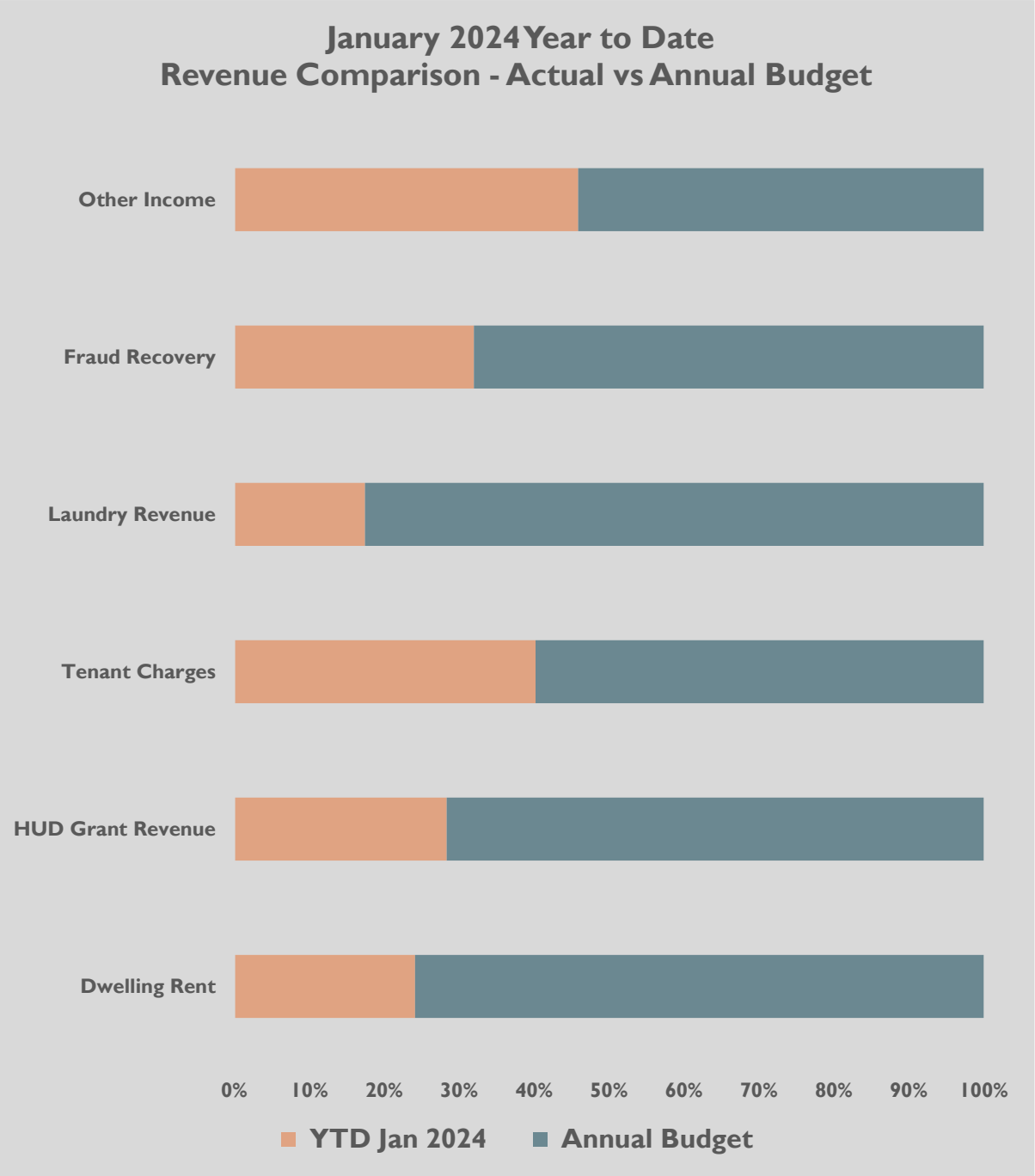
## HACB CONSOLIDATED MONTH-TO-DATE REVENUE COMPARISON

	Actual	Budget
Dwelling Rent	376,786	397,195
HUD Grant Revenue	3,704,170	1,982,633
Tenant Charges	20,732	5,367
Laundry Revenue	1,682	2,658
Fraud Recovery	1,934	4,167
Other Income	204,520	58,892
	\$4,309,824	\$2,450,912



HACB CONSOLIDATED  
YEAR-TO-DATE  
REVENUE COMPARISON

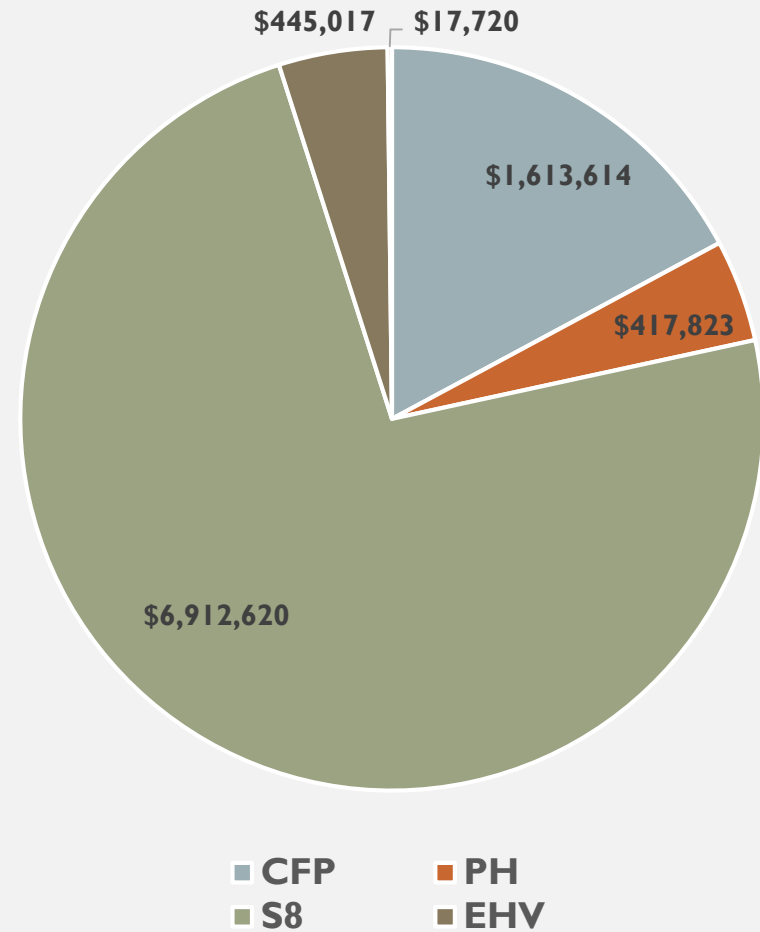
	YTD Jan 2024	Annual Budget
Dwelling Rent	1,515,009	4,766,336
HUD Grant Revenue	9,406,793	23,791,597
Tenant Charges	43,272	64,400
Laundry Revenue	6,731	31,892
Fraud Recovery	23,499	50,000
Other Income	599,616	706,700
	\$11,594,920	\$29,410,925



## HACB CONSOLIDATED YEAR-TO-DATE HUD GRANT REVENUE BREAKDOWN

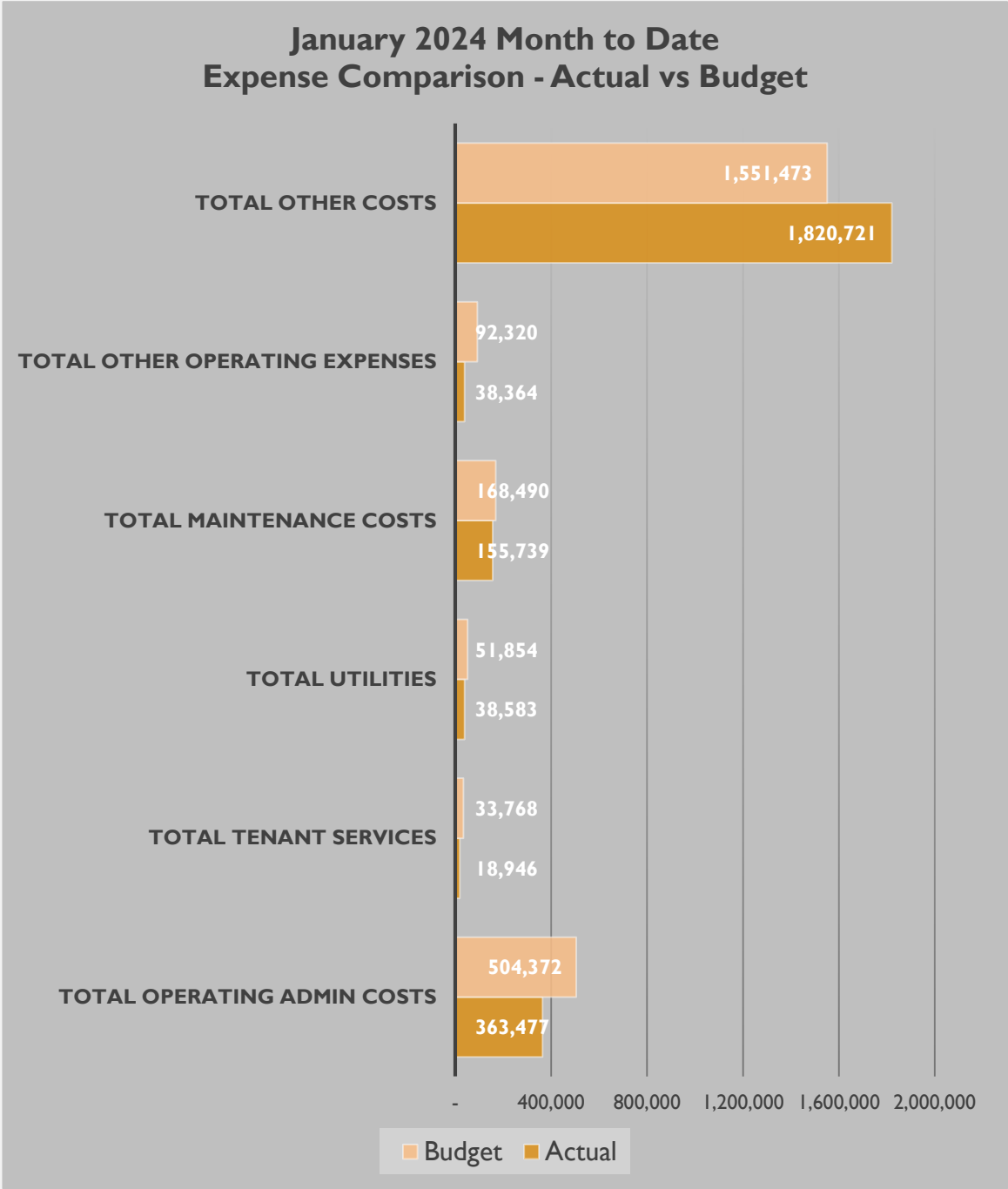
Grant Program	Year-to-Date Revenue
CapFund Program	1,613,614
Public Housing Program	417,823
Section 8 Program	6,912,620
Emergency Housing Voucher Program	445,017
ROSS/FSS Program	17,720
	\$9,406,794

January 2024 Year to Date Breakdown HUD  
Grant Revenue



HACB CONSOLIDATED  
MONTH-TO-DATE  
EXPENSE COMPARISON

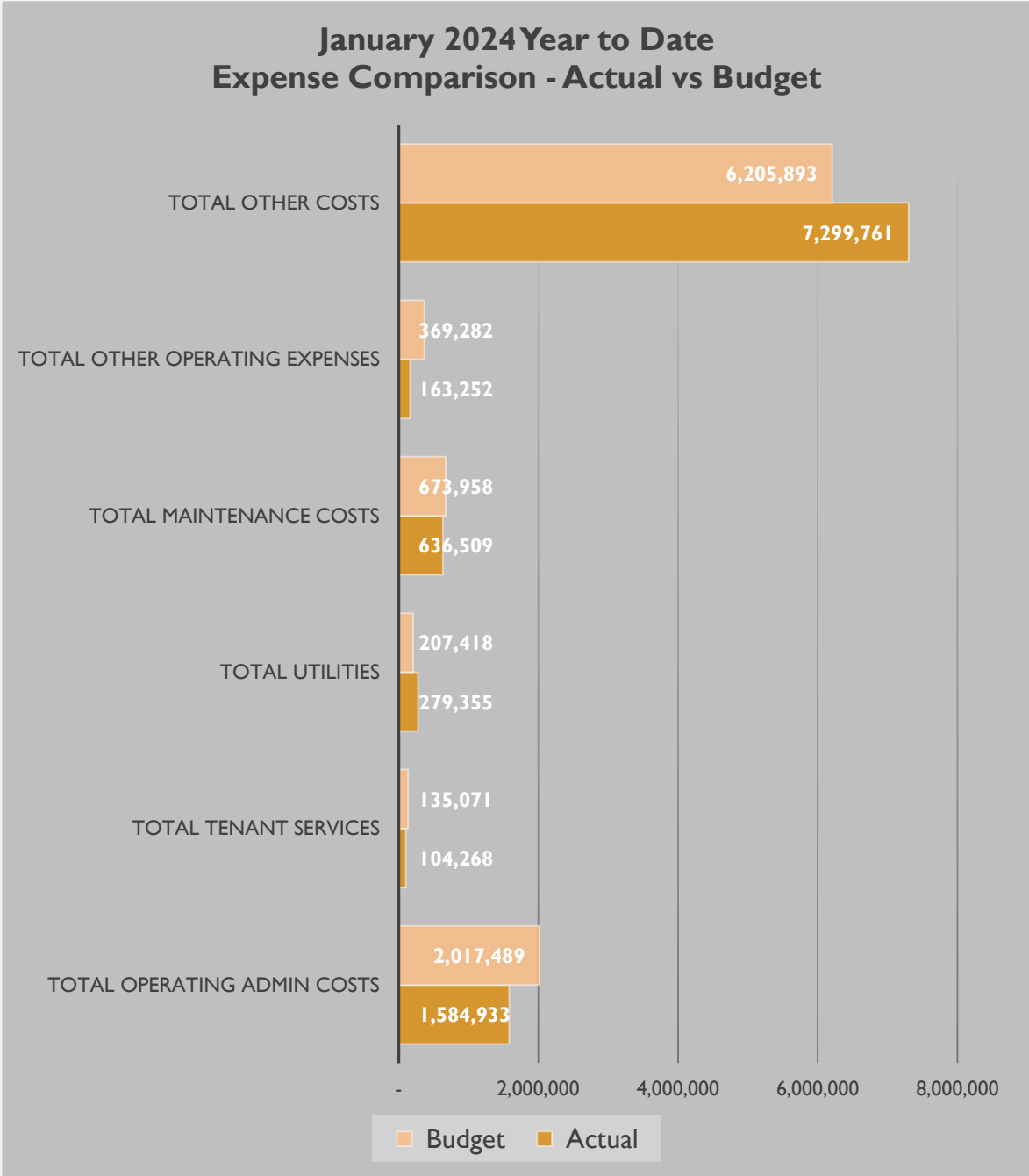
	Actual	Budget
Total Operating Admin Costs	363,477	504,372
Total Tenant Services Costs	18,946	33,768
Total Utilities Costs	38,583	51,854
Total Maintenance Costs	155,739	168,490
Total Other Operating Expenses	38,364	92,320
Total Other Costs	1,820,721	1,551,473
	\$2,435,830	\$2,402,277





# HACB CONSOLIDATED YEAR-TO-DATE EXPENSE COMPARISON

	Actual	Budget
Total Operating Admin Costs	1,584,933	2,017,489
Total Tenant Services Costs	104,268	135,071
Total Utility Costs	279,355	207,418
Total Maintenance Costs	636,509	673,958
Total Other Operating Expenses	163,252	369,282
Total Other Costs	7,299,761	6,205,893
	\$10,068,078	\$9,609,111



## HACB SECTION 8 HCV PROGRAM BREAKDOWN

This report is a balance sheet chronicling the receipts and expenditures of the Section 8 HCV program.

Section 1 – Administrative Fee detail

Section 2 – HAP Fee detail

Section 3 – Compares HAP Actual to Budget

Section 4 – Compares and Analyzes Leasing Data year over year

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

ADMINISTRATIVE			
	JAN	FEB	MAR
BEGINNING ADMIN RESERVES	725,447		
BEG. INVESTED IN CAPITAL ASSETS	0		
HUD ADMIN FEE REVENUE	191,764		
FRAUD RECOVERY	3,146		
INTEREST INCOME / GAIN or LOSS INV	0		
DEPRECIATION (reduces Capital Assets)	0		
BAD DEBT-ADMIN / OPEB YE Adj	0		
ADMINISTRATIVE EXPENDITURES	-93,985		
ENDING ADMIN RESERVE BALANCE	826,372	0	0
YTD Change in Admin.	100,925		
HAP - Cash Basis			
	JAN	FEB	MAR
BEGINNING HAP RESERVES	270,415		
HUD HAP REVENUE	1,844,147		
FRAUD RECOVERY	3,146		
FSS FORFEITURES	0		
BAD DEBT-HAP	0		
HOUSING ASSISTANCE PAYMENTS	-1,655,698		
ENDING HAP RESERVE BALANCE	462,010	0	0
YTD Change in HAP	191,595		
HUD VOU			
HAP - Accrual Basis			
	JAN	FEB	MAR
HAP BUDGET (Funding + Reserves)	1,654,722		
HAP EXPENDITURES (Current Month)	1,749,683	0	0
CY 2024 HAP BUDGET UTILIZATION	106%		
BUDGET AVAILABLE (YTD)	1,654,722		
TOTAL HAP EXPENDITURES (YTD)	1,749,683	0	0
BUDGET REMAINING (YTD)	(94,961)		
UNITS LEASED SUMMARY			
	JAN	FEB	MAR
UNITS LEASED (1st of Mo.)	2,214		
UNIT MONTH'S AVAILABLE	2,254		
OVER or (UNDER) LEASED	-40		
CY 2024 VOUCHER UTILIZATION	98%		
CY 2023 VOUCHER UTILIZATION	95%		
CY 2024 AVERAGE HAP	790		
CY 2023 AVERAGE HAP	695		

## HACB EMERGENCY HOUSING VOUCHER PROGRAM BREAKDOWN

This report is a balance sheet chronicling the receipts and expenditures of the EHV program.

Section 1 – Administrative Fee detail

Section 2 – HAP Fee detail

Section 3 – Compares HAP Actual to Budget

Section 4 – Compares and Analyzes Leasing Data year over year

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

ADMINISTRATIVE				
	JAN	FEB	MAR	APR
BEGINNING ADMIN RESERVES	59,954			
BEG. INVESTED IN CAPITAL ASSETS	0			
HUD EHV ADMIN FEE REVENUE	10,404			
ADMINISTRATIVE EXPENDITURES	-8,510			
ENDING ADMIN RESERVE BALANCE	61,848	0	0	
YTD Change in Admin.	1,894			
HAP - Cash Basis				
	JAN	FEB	MAR	APR
BEGINNING HAP RESERVES	364,111			
HUD EHV HAP REVENUE	130,227			
HOUSING ASSISTANCE PAYMENTS	-97,829			
ENDING HAP RESERVE BALANCE	396,509	0	0	
YTD Change in HAP	32,398			
HUD VOUCHER M				
HAP - Accrual Basis				
	JAN	FEB	MAR	APR
HAP BUDGET (Funding + Reserves)	107,452			
HAP EXPENDITURES (Current Month)	106,339	0	0	
CY 2024 EHV HAP BUDGET UTILIZATION	99%			
BUDGET AVAILABLE (YTD)	107,452			
TOTAL HAP EXPENDITURES (YTD)	106,339	0	0	
BUDGET REMAINING (YTD)	1,113			
UNITS LEASED SUMMARY				
	JAN	FEB	MAR	APR
UNITS LEASED (1st of Mo.)	115			
UNIT MONTH'S AVAILABLE	116			
OVER or (UNDER) LEASED	-1			
CY 2024 VOUCHER UTILIZATION	99%			
CY 2023 VOUCHER UTILIZATION	81%			
CY 2024 AVERAGE HAP	925			
CY 2023 AVERAGE HAP	906			



## 2024 Washington Conference Registration is Open!

Have you heard? Registration is officially open for our **2024 Washington Conference**, and we're excited to start the new year with housers and community builders like you! Join us on **April 8-10, at the Hyatt Regency Washington on Capitol Hill, in Washington, DC** for our first big event of the year.

The Washington Conference gives hundreds of NAHRO members and supporters an opportunity to connect with one another and meet with Senators and Congresspersons to discuss affordable housing and community development issues in their communities.

Conference attendees can participate in:

- NAHRO's up-to-the-minute Washington Report; HUD policy and program updates; and exciting guest speakers;
- NAHRO Professional Development's course for commissioners (for an extra fee);
- A celebration of our **Awards of Excellence** winners; and our **Legislator of the Year Award**;
- Meetings with congress on Capitol Hill during **NAHRO's Hill Day** on April 10!

As we enter another presidential election year, there's no better time than now to connect with your colleagues and let your voices be heard on Capitol Hill! Start planning your trip to the nation's capital by reviewing the **travel information** and reserving your **hotel** at our special room rate!

For more information visit our conference page and be sure to check back regularly for details and additions to the **agenda**.

**Register Now**

Sponsor, Advertise & Exhibit

Hotel Information

A banner for the PSWRC NAHRO Annual Conference. The top features a colorful, stylized city skyline with various building shapes in shades of orange, red, and purple. Below the skyline, the text "PSWRC NAHRO" is in white, bold, sans-serif font. Underneath that, "ANNUAL" and "CONFERENCE" are in large, bold, purple letters with a white outline. Below "CONFERENCE", the phrase "SAVE THE DATE" is written in a white, cursive script. The dates "MAY 28-30, 2024" are in large, bold, orange letters with a white outline. At the bottom, "San Jose, CA" is in white, bold, sans-serif font. The entire text is set against a dark purple background with a subtle pattern of small white dots.

**PSWRC NAHRO**  
**ANNUAL**  
**CONFERENCE**  
*SAVE THE DATE*  
**MAY 28-30, 2024**  
**San Jose, CA**

### Contact Us

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