

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

MEETING AGENDA

January 16, 2025
2:00 p.m.

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

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

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

<https://meet.goto.com/273843573>

You can also dial in using your phone.

Access Code:

273-843-573

United States (Toll Free):

[1 877 309 2073](tel:18773092073)

United States:

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

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

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

NEXT RESOLUTION NO. 4952

ITEMS OF BUSINESS

1. ROLL CALL

2. AGENDA AMENDMENTS

3. CONSENT CALENDAR

3.1 Minutes for the meeting of December 19, 2024

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	\$850,457.07
3.2.2	Landlords –	\$1,983,115.33
3.2.3	Payroll–	\$158,872.16

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

3.9.1 GFLH HCD Clearance Letter

3.10 HACB Owned Properties

3.11 Tax Credit Properties

3.12 Family Self Sufficiency

3.13 Rental Assistance Programs

4. CORRESPONDENCE

4.1 “IRS issues standard mileage for 2025” IRS, December 19, 2024

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Gridley Farm Labor Housing (GLFH) – Receive and Accept FY 2024 and 2023 Audit Report.

Recommendation:

Motion

6. MEETING OPEN FOR PUBLIC DISCUSSION
7. MATTERS CONTINUED FOR DISCUSSION
8. SPECIAL REPORTS
9. REPORTS FROM COMMISSIONERS
10. MATTERS INITIATED BY COMMISSIONERS
 - 10.1 Write-Off Comparison
11. EXECUTIVE SESSION
12. COMMISSIONERS' CALENDAR
 - **Next Meeting: February 20, 2025**
13. ADJOURNMENT

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

**MEETING MINUTES OF
December 19, 2024**

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

Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:02 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford (*arrived 2:04 p.m.*), Randy Coy, Rich Ober, David Pittman, and Sarah Richter; all attended in person.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

- 3.10.1 PGE Easement Park Place Apartments, Oroville – Taylor Gonzalez, Project Manager reported that the HACB was approached about a month and a half ago by PG &E as part of a larger project that they're completing on Meyer Street in Oroville where they're replacing gas service lines along Meyer Street and as part of that project they are also cleaning up some of their older land type issues where they would build their infrastructure and not get proper easements on private properties. As part of this project, they proposed an easement on the Park Place property in Oroville because PG&E owns the gas lines all the way up to the individual meters on the property. The HACB has come up with an agreement with PG &E so they can be able to do the project but we want to be able to ensure that we're not being too disrespectful for those tenants and residents, that being said, PG &E did propose the easement. It was reviewed by legal counsel and it's just a standard public utility

*Housing Authority of the County of Butte
Board of Commissioners
Minutes – Meeting of December 19, 2024
Page 1*

easement. Earlier in the week, Larry executed the easement. It's been delivered to PG &E as of today and we're looking at working with PG&E to plan the actual project over the next month or so. PG&E is anticipating starting the work on Park Place specifically in May or April 2025. That gives us some time to work with a third-party property manager to secure a concrete contractor who will come in after PG&E is done. PG&E has been very cooperative with the HACB.

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Housing Forecast – Presentation regarding Housing Situation in Butte County by former HACB Executive Director Ed Mayer. Mr. Mayer was asked by members of the Chico City Council to discuss growth in the community and asked to share the same presentation to the HACB Board of Commissioners. His presentation included various data & analysis as well some suggestions to address growth. Commissioners complimented the information shared by Mr. Mayer.

- 5.2 HACB Write-Offs – During the October Board meeting the HACB Board of commissioners approved the write-off uncollectible accounts receivable. Finance Director Hope Stone reports that the numbers were compiled from the Yardi system, however, it was later discovered that the report did not pull by the age of the receivables and reported incorrect numbers for the October meeting. When it was realized that the number were incorrect Finance Director Stone and the accounting department did a deep dive into the system and tenant files and discovered that the reports were not tied out to tenant files. They then reached out to Yardi for answers and they could not answer why the reporting was incorrect. HACB accounting department went through tenant files and had to create their own aging report, resulting in much higher numbers than what were reported in October, which were material enough to come back with a revision to the Board. The write-off amount that was presented in October was \$10,075, the new revised amount is \$219,559. The write-off accounts will be sent to a collection agency for further action. Commissioner Richter asked ho do the numbers compare to earlier years? Finance Director Stone replied that the numbers are much higher than normal years.

RESOLUTION NO. 4950

Commissioner Ober moved that Resolution No. 4950 be adopted by reading of title only: “WRITE-OFF UNCOLLECTIBLE AMOUNTS”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.3 HACB Audit – Finance Director Stone reported the 2023 FYE audit was completed by new auditors Bowman & Company, LLP and she has submitted unaudited and audited FDs to HUD and are waiting for approval of those submissions to HUD. Because the 2023 has been completed Bowman is already working on the FYE 2024 audit. Finance Director Stone informed the Board of two findings from the auditors; one of them was due to the audit being late and the second is due to internal controls; a reflection of the Yardi software implementation issues and associated changes now implemented to accounting protocols. There were no other compliance findings or questioned costs. HACB staff recommends acceptance of the HACB FY2023 Audit report.

MOTION

Commissioner Richter moved the HACB FY2023 Audit Report be accepted as presented. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.4 Personnel – CalPERS requires that earnable compensation be duly approved and adopted by the governing body of the Housing Authority of the County of Butte, such information is to be accessible and available for public review. Deputy Director Tamra Young explained the two different pay schedules presented for adoption; one schedule is effective November 21, 2024 due to the two (2) changes made to the Organization Chart and compensation related to those changes and the second is based upon the 2.5% COLA effective January 1, 2025.

RESOLUTION NO. 4951

Commissioner Ober moved that Resolution No. 4951 be adopted by reading of title only: “RESOLUTION ADOPTING PUBLICALLY AVAILABLE PAY SCHEDULE FOR THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE”. Commissioner Alford seconded. The vote in favor was unanimous.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – January 16, 2025**

13. ADJOURNMENT

The meeting was adjourned at 3:25 p.m.

Dated: December 19, 2024.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary

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

Check Date	Check #	Vendor	Total Amount
12/5/2024	3899	v0000031 - PG&E	123.00
12/5/2024	3900	v0000011 - California Water Service - Chico	182.32
12/5/2024	3901	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	35.86
12/5/2024	3902	v0000057 - OPER. ENG. LOCAL #3	899.00
12/5/2024	3903	v0000229 - InterWest Insurance Services, LLC	575.00
12/5/2024	3904	v0000250 - PSWRC-NAHRO	537.92
12/5/2024	3905	v0000402 - US Bank	225.16
12/5/2024	3906	v0000504 - Jiffy Lube, Inc.	157.66
12/5/2024	3907	v0000513 - CDW Government, Inc.	1,072.00
12/5/2024	3908	v0000554 - GreatAmerica Financial Services	156.97
12/5/2024	3909	v0000723 - Basis Architecture & Consulting, Inc.	22,432.40
12/5/2024	3910	v0000773 - Clean Master	1,560.00
12/5/2024	3911	v0000829 - Armed Guard Private Security, Inc	300.00
12/5/2024	3912	v0000866 - Charles Alford	50.00
12/5/2024	3913	v0000888 - Sarah Richter	50.00
12/5/2024	3914	v0004549 - Randy Coy	50.00
12/5/2024	3915	v0004557 - Darlene D. Fredericks	82.96
12/5/2024	3916	v0004614 - City of Chico (Sewer)	33.29
12/5/2024	3917	v0004677 - Paradise Irrigation District	44.35
12/10/2024	3918	v0000422 - CAHA	200.00
12/10/2024	3919	v0001866 - Lincoln Apartments	1,136.00
12/10/2024	3920	v0004772 - DoubleTree Hotel	288.95
12/10/2024	3921	v0000749 - Larry Guanzon	74.00
12/19/2024	3922	v0000007 - CITY OF CHICO (22332) (FUEL)	171.10
12/19/2024	3923	v0000031 - PG&E	68.40
12/19/2024	3924	v0000031 - PG&E	322.42
12/19/2024	3925	v0000031 - PG&E	945.02
12/19/2024	3926	v0000039 - TPx Communications	227.79
12/19/2024	3927	v0000040 - Gregory P. Einhorn	2,310.00
12/19/2024	3928	v0000057 - OPER. ENG. LOCAL #3	93.00
12/19/2024	3929	v0000108 - AT&T	10.79
12/19/2024	3930	v0000140 - COMCAST CABLE	1,058.68
12/19/2024	3931	v0000241 - WASTE MANAGEMENT	433.45
12/19/2024	3932	v0000267 - OFFICE DEPOT INC	33.12
12/19/2024	3933	v0000312 - Unum Life Insurance Company	378.50
12/19/2024	3934	v0000315 - Holden Law Group	447.00
12/19/2024	3935	v0000336 - Housing Tools	160.00
12/19/2024	3936	v0000357 - Yuba City	197.00
12/19/2024	3937	v0000361 - Awards Company	338.34
12/19/2024	3938	v0000380 - Staples Business Credit	415.95
12/19/2024	3939	v0000402 - US Bank	165.10
12/19/2024	3940	v0000425 - Climate & Energy Solutions	270.00
12/19/2024	3941	v0000459 - E Center	220.78
12/19/2024	3942	v0000469 - Thermalito Irrigation	58.85
12/19/2024	3943	v0000795 - Richard's North State Pest Mgmt (dba)	43.00
12/19/2024	3944	v0000806 - Cypress Dental Administrators	732.20
12/19/2024	3945	v0000845 - HMR Architects, Inc.	2,201.20
12/19/2024	3946	v0000863 - Nor-Cal Landscape Maintenance dba	72.88
12/19/2024	3947	v0000880 - Willdan Financial Services	150.00
12/19/2024	3948	v0004667 - NV5, Inc.	3,470.48
12/19/2024	3949	v0004751 - Abila, Inc.	3,562.50
12/31/2024	3951	v0000004 - CHWCA	23,898.00
12/31/2024	3952	v0000047 - The Bank of New York Mellon Trust Co, N.A.	2,855.00
12/31/2024	3953	v0000071 - Riebes Auto Parts	259.62
12/31/2024	3954	v0000149 - Susana Torres-Agustin	572.00

12/31/2024	3955	v0000267 - OFFICE DEPOT INC	44.86
12/31/2024	3956	v0000402 - US Bank	151.55
12/31/2024	3957	v0000402 - US Bank	225.16
12/31/2024	3958	v0000463 - Sherwin-Williams Company	122.51
12/31/2024	3959	v0000474 - Advanced Document	262.04
12/31/2024	3960	v0000554 - GreatAmerica Financial Services	185.12
12/31/2024	3961	v0000669 - ROTO-ROOTER OROVILLE	185.00
12/31/2024	3962	v0000680 - MAINTENANCE PLUS	78.58
12/31/2024	3963	v0000801 - Chico Turf Plus, LLC	705.00
12/31/2024	3964	v0000821 - Golden State Risk Management Authority	8,229.00
12/31/2024	3965	v0000866 - Charles Alford	50.00
12/31/2024	3966	v0000888 - Sarah Richter	50.00
12/31/2024	3967	v0004526 - VSP Vision Care	147.76
12/31/2024	3968	v0004549 - Randy Coy	50.00
12/31/2024	3969	v0000090 - Butte County Auditor	18,181.00
12/5/2024	100252	v0002183 - Chico Pacific Associates	1,066.00
12/5/2024	100253	v0003020 - Palo Verde Apartments LLC	815.00
12/5/2024	100254	v0003960 - Chico Housing Action Team	2,751.00
12/5/2024	100255	v0003988 - Elle Property Management Solutions	269.00
12/5/2024	100256	v0004114 - DeGarmo Terrace Apts	1,975.00
12/5/2024	100257	v0004115 - Ramos	994.00
12/9/2024	100257	v0004115 - Ramos	-994.00
12/5/2024	100258	v0000807 - David Pittman	50.00
12/5/2024	100259	v0004479 - Netsys Systems, Inc.	980.00
12/5/2024	100260	v0004542 - Creekside Place LP	1,200.00
12/19/2024	100261	v0000155 - Susanne Kemp	56.93
12/19/2024	100262	v0000159 - Tamra C. Young	355.54
12/31/2024	100269	v0000724 - ED MAYER	730.07
12/31/2024	100270	v0000807 - David Pittman	50.00
12/31/2024	100271	v0000859 - Richard H. Ober	50.00
12/31/2024	100272	v0004543 - Joseph Young	323.00
12/13/2024	121324	v0000891 - Paylocity	109,597.54
12/18/2024	121824	v0000891 - Paylocity	3,023.72
12/27/2024	122724	v0000891 - Paylocity	107,349.32
12/3/2024	172235	v0004576 - Aflac	1,144.26
12/15/2024	1058628	v0000799 - Benefit Resource, Inc.	157.50
12/20/2024	2487917	V0001891 - Barry Nelson	856.63
12/5/2024	2791832	v0000059 - CalPERS	34,802.25
12/5/2024	2791833	v0000059 - CalPERS	12,152.48
12/5/2024	2791834	v0000059 - CalPERS	6,640.86
12/5/2024	2791835	v0000059 - CalPERS	565.00
12/5/2024	2791836	v0000059 - CalPERS	195.25
12/26/2024	2806114	v0000059 - CalPERS	12,110.14
12/26/2024	2806115	v0000059 - CalPERS	6,790.69
12/26/2024	2806116	v0000059 - CalPERS	565.00
12/2/2024	12022024	v0000793 - Verizon Wireless	473.75
12/5/2024	12052024	v0000439 - Umpqua Bank	2,310.82
12/17/2024	12172024	v0000088 - The Home Depot Credit Services	204.45
12/31/2024	12312024	v0000793 - Verizon Wireless	368.53
12/3/2024	420298875	v0000181 - Empower	1,395.00
12/13/2024	426116766	v0000181 - Empower	1,395.00
12/27/2024	431660169	v0000181 - Empower	1,395.00

TOTAL 419,241.32

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

Check Date	Check #	Vendor	Total Amount
12/5/2024	2205	t0087534 - Marroquin	10.74
12/5/2024	2206	v0000006 - Biggs Municipal Utilities	2,812.92
12/5/2024	2207	v0000011 - California Water Service - Chico	5,500.77
12/5/2024	2208	v0000031 - PG&E	25.02
12/5/2024	2209	v0000031 - PG&E	1,479.45
12/5/2024	2210	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,867.99
12/5/2024	2211	v0000034 - RECOLOGY BUTTE COLUSA COUNTIES, INC.	2,003.44
12/5/2024	2212	v0000072 - Towne Flooring Center	2,415.35
12/5/2024	2213	v0000140 - COMCAST CABLE	404.41
12/5/2024	2214	v0000206 - JACKSONS GLASS CO, INC.	518.92
12/5/2024	2215	v0000235 - HD Supply Facilities Maintenance, Ltd.	78.11
12/5/2024	2216	v0000240 - CIC	154.60
12/5/2024	2217	v0000450 - McClelland Air Conditioning, Inc.	145.00
12/5/2024	2218	v0000513 - CDW Government, Inc.	1,072.00
12/5/2024	2219	v0000592 - Neal Road Recycling & Waste	77.23
12/5/2024	2220	v0000631 - Hignell, Inc. dba Experts in Your Home	360.00
12/5/2024	2221	v0000669 - ROTO-ROOTER OROVILLE	340.00
12/5/2024	2222	v0000679 - SAM'S DOOR SHOP	36.12
12/5/2024	2223	v0000773 - Clean Master	870.00
12/5/2024	2224	v0000801 - Chico Turf Plus, LLC	240.00
12/5/2024	2225	v0000879 - GUZI-WEST Inspection and Consulting. LLC	1,045.60
12/5/2024	2226	v0000886 - Candelario Ace Hardware dba	19.49
12/5/2024	2227	v0004593 - Citiguard, Inc.	3,150.00
12/5/2024	2228	v0004614 - City of Chico (Sewer)	3,264.15
12/5/2024	2229	v0004614 - City of Chico (Sewer)	108.14
12/5/2024	2230	v0004766 - Focal Point Landscape Supply	39.51
12/5/2024	2231	v0000006 - Biggs Municipal Utilities	27.00
12/9/2024	2232	v0000011 - California Water Service - Chico	87.00
12/9/2024	2233	v0000014 - Gridley Municipal Utilities	1,076.00
12/9/2024	2234	v0000031 - PG&E	1,121.00
12/9/2024	2235	v0004614 - City of Chico (Sewer)	37.00
12/9/2024	2236	v0000014 - Gridley Municipal Utilities	45.00
12/10/2024	2237	v0000749 - Larry Guanzon	29.96
12/19/2024	2238	t0032736 - Hagen	600.27
12/19/2024	2239	v0000007 - CITY OF CHICO (22332) (FUEL)	540.77
12/19/2024	2240	v0000010 - California Water Service - Oroville	293.11
12/19/2024	2241	v0000010 - California Water Service - Oroville	183.20
12/19/2024	2242	v0000010 - California Water Service - Oroville	362.58
12/19/2024	2243	v0000010 - California Water Service - Oroville	2,516.04
12/19/2024	2244	v0000014 - Gridley Municipal Utilities	1,222.15
12/19/2024	2245	v0000015 - A-1 Appliance	120.78
12/19/2024	2246	v0000017 - EAGLE SECURITY SYSTEMS	110.90
12/19/2024	2247	v0000022 - Meeks Building Supply	12.30
12/19/2024	2248	v0000031 - PG&E	184.25
12/19/2024	2249	v0000031 - PG&E	111.70
12/19/2024	2250	v0000031 - PG&E	109.77
12/19/2024	2251	v0000031 - PG&E	30.84
12/19/2024	2252	v0000031 - PG&E	268.62
12/19/2024	2253	v0000031 - PG&E	15.12
12/19/2024	2254	v0000031 - PG&E	73.39
12/19/2024	2255	v0000039 - TPx Communications	138.65
12/19/2024	2256	v0000071 - Riebes Auto Parts	138.50
12/19/2024	2257	v0000078 - Johnny's Lock & Safe	233.39
12/19/2024	2258	v0000108 - AT&T	22.54
12/19/2024	2259	v0000140 - COMCAST CABLE	278.65
12/19/2024	2260	v0000154 - FLETCHER PLUMBING & CONT., INC.	3,600.00
12/19/2024	2261	v0000171 - Industrial Power Products dba	1,757.52
12/19/2024	2262	v0000171 - Industrial Power Products dba	2,800.22
12/19/2024	2263	v0000235 - HD Supply Facilities Maintenance, Ltd.	1,609.35
12/19/2024	2264	v0000241 - WASTE MANAGEMENT	1,397.01
12/19/2024	2265	v0000267 - OFFICE DEPOT INC	442.89

12/19/2024	2266	v0000312 - Unum Life Insurance Company	541.97
12/19/2024	2267	v0000401 - Plan B Professional Answering Services	131.40
12/19/2024	2268	v0000425 - Climate & Energy Solutions	1,049.00
12/19/2024	2269	v0000469 - Thermalito Irrigation	702.09
12/19/2024	2270	v0000501 - Richard's Tree Service, Inc.	500.00
12/19/2024	2271	v0000592 - Neal Road Recycling & Waste	201.08
12/19/2024	2272	v0000669 - ROTO-ROOTER OROVILLE	1,335.00
12/19/2024	2273	v0000680 - MAINTENANCE PLUS	322.30
12/19/2024	2274	v0000732 - WCP Solutions	645.93
12/19/2024	2275	v0000795 - Richard's North State Pest Mgmt (dba)	1,561.50
12/19/2024	2276	v0000806 - Cypress Dental Administrators	1,509.30
12/19/2024	2277	v0000845 - HMR Architects, Inc.	2,567.07
12/19/2024	2278	v0000863 - Nor-Cal Landscape Maintenance dba	13,382.46
12/19/2024	2279	v0004653 - Jessee Heating & Air Conditioning	9,980.00
12/19/2024	2280	v0004780 - Birchard Construction Inc.	140,120.00
12/31/2024	2281	v0000011 - California Water Service - Chico	4,621.02
12/31/2024	2282	v0000031 - PG&E	52.25
12/31/2024	2283	v0000031 - PG&E	52.83
12/31/2024	2284	v0000072 - Towne Flooring Center	1,160.80
12/31/2024	2285	v0000140 - COMCAST CABLE	416.84
12/31/2024	2286	v0000192 - Nan McKay & Associates, Inc.	239.00
12/31/2024	2287	v0000267 - OFFICE DEPOT INC	27.06
12/31/2024	2288	v0000425 - Climate & Energy Solutions	3,361.00
12/31/2024	2289	v0000463 - Sherwin-Williams Company	2,016.91
12/31/2024	2290	v0000474 - Advanced Document	45.10
12/31/2024	2291	v0000592 - Neal Road Recycling & Waste	98.96
12/31/2024	2292	v0000669 - ROTO-ROOTER OROVILLE	310.00
12/31/2024	2293	v0000680 - MAINTENANCE PLUS	926.09
12/31/2024	2294	v0000766 - JACOBS, ANDERSON, POTTER & CHAPLIN, LLP	1,433.00
12/31/2024	2295	v0000821 - Golden State Risk Management Authority	16,019.00
12/31/2024	2296	v0004526 - VSP Vision Care	257.52
12/31/2024	2297	v0004630 - PACE Supply Corp.	123.81
12/31/2024	2298	v0004653 - Jessee Heating & Air Conditioning	295.00
12/31/2024	2299	v0000090 - Butte County Auditor	114,144.00
12/31/2024	2300	v0000090 - Butte County Auditor	0.00
12/5/2024	10001	v0004479 - Netsys Systems, Inc.	280.00
12/2/2024	12022024	v0000793 - Verizon Wireless	679.67
12/3/2024	12032024	v0000048 - Valero Fleet	642.69
12/5/2024	12052024	v0000439 - Umpqua Bank	1,473.49
12/18/2024	12182024	v0000088 - The Home Depot Credit Services	7,243.46
12/31/2024	12312024	v0000048 - Valero Fleet	555.87
12/31/2024	12312024	v0000793 - Verizon Wireless	675.08

TOTAL 382,335.98

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

Check Date	Check #	Vendor	Total Amount
12/5/2024	135	v0001866 - Lincoln Apartments	1,070.00
12/5/2024	136	v0002721 - Paradise Apartments LLC	500.00
12/5/2024	137	v0000129 - Angela Little	135.00
12/31/2024	138	v0000129 - Angela Little	248.90
12/5/2024	2338	v0000240 - CIC	1,190.60
12/5/2024	2339	v0000513 - CDW Government, Inc.	1,072.00
12/19/2024	2340	v0000007 - CITY OF CHICO (22332) (FUEL)	178.65
12/19/2024	2341	v0000039 - TPx Communications	623.93
12/19/2024	2342	v0000040 - Gregory P. Einhorn	735.00
12/19/2024	2343	v0000108 - AT&T	60.90
12/19/2024	2344	v0000267 - OFFICE DEPOT INC	426.89
12/19/2024	2345	v0000276 - Scrubbs, Inc.	32.00
12/19/2024	2346	v0000312 - Unum Life Insurance Company	458.82
12/19/2024	2347	v0000402 - US Bank	165.10
12/19/2024	2348	v0000428 - Adecco Employment Services	4,733.18
12/19/2024	2349	v0000732 - WCP Solutions	645.93
12/19/2024	2350	v0000806 - Cypress Dental Administrators	966.28
12/19/2024	2351	v0000863 - Nor-Cal Landscape Maintenance dba	212.30
12/31/2024	2352	v0000267 - OFFICE DEPOT INC	27.06
12/31/2024	2353	v0000428 - Adecco Employment Services	1,390.91
12/31/2024	2354	v0000474 - Advanced Document	83.07
12/31/2024	2355	v0000821 - Golden State Risk Management Authority	14,225.00
12/31/2024	2356	v0004526 - VSP Vision Care	182.85
12/2/2024	12022024	v0000793 - Verizon Wireless	172.48
12/3/2024	12032024	v0000048 - Valero Fleet	131.93
12/5/2024	12052024	v0000439 - Umpqua Bank	1,392.46
12/31/2024	12312024	v0000048 - Valero Fleet	136.79
12/31/2024	12312024	v0000793 - Verizon Wireless	172.46
TOTAL			31,370.49

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

Check Date	Check #	Vendor	Total Amount
12/5/2024	1186	v0000660 - HACB	3,321.00
12/19/2024	1187	v0000863 - Nor-Cal Landscape Maintenance dba	3.68
TOTAL			3,324.68

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

Check Date	Check #	Vendor	Total Amount
12/5/2024	1514	v0000382 - FedEx	123.85
12/5/2024	1515	v0000660 - HACB	14,057.07
12/19/2024	1516	v0000863 - Nor-Cal Landscape Maintenance dba	3.68
TOTAL			14,184.60

Housing Authority of the County of Butte
BALANCE SHEET
November 30, 2024

CUMULATIVE

ASSETS

Current Assets

Cash - Unrestricted	25,621,840
Cash - Other Restricted	(6,446,198)
Account Receivable - Current	215,682
Other Current Assets	1,034,881

Total Current Assets	20,426,205
-----------------------------	-------------------

Fixed Assets

Fixed Assets & Accumulated Depreciation	44,878,154
---	------------

Total Fixed Assets	44,878,154
---------------------------	-------------------

Other Non-Current Assets

Notes Loans & Mortgages Receivable	758,368
------------------------------------	---------

Total Other Non-Current Assets	758,368
---------------------------------------	----------------

TOTAL ASSETS	66,062,727
---------------------	-------------------

LIABILITIES

Current Liabilities

Accounts Payable	459,397
Tenant Security Deposits	297,687
Long Term Debt - Current Portion	881,436
Other Long Term Liabilities	15,292,001

Total Current Liabilities	16,930,522
----------------------------------	-------------------

Long-Term Liabilities

Long-Term Debt	12,260,559
Other Long Term Liabilities	8,620,653

Total Long-Term Liabilities	20,881,212
------------------------------------	-------------------

TOTAL LIABILITIES	37,811,734
--------------------------	-------------------

NET POSITION

Beginning Net Position	3,215,026
Retained Earnings	25,035,967

TOTAL NET POSITION	28,250,993
---------------------------	-------------------

TOTAL LIABILITIES AND NET POSITION	66,062,727
---	-------------------

Housing Authority of the County of Butte
CONSOLIDATED INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	392,171	437,835	45,663	776,668	875,669	99,001	0.00%
Tenant Charges	27,619	5,673	(21,946)	51,311	11,346	(39,965)	0.00%
Laundry Revenue	1,237	2,818	1,581	3,613	5,637	2,024	0.00%
HUD Grant Revenue	2,242,569	2,300,616	58,047	4,799,924	4,601,233	(198,692)	17.39%
Other Grant Revenue	0	0	172,976	206,049	0	509,241	0.00%
Investment Income-unrestricted	260	7,610	7,350	509	15,221	14,712	0.56%
Investment Income - restricted	56	5,817	5,761	174	11,633	11,460	0.25%
Fraud Recovery	2,529	4,167	1,638	13,842	8,333	(5,508)	27.68%
Other Income	284,633	55,807	(228,826)	524,734	111,614	(413,120)	78.36%
TOTAL REVENUES	2,951,075	2,820,343	42,244	6,376,823	5,640,686	(20,847)	18.84%
Administrative Employee Salaries	292,025	237,776	(54,249)	488,906	475,553	(13,354)	17.13%
Audit Fee	19,072	3,748	(15,324)	29,072	7,497	(21,575)	64.63%
Advertising & Marketing	378	1,875	1,496	811	3,749	2,938	3.61%
Admin Fringe Benefits & Taxes	99,031	127,799	28,768	163,210	255,598	92,389	10.64%
Office Expenses	31,634	22,776	(8,858)	58,075	45,553	(12,523)	21.25%
Legal Expenses	8,201	5,145	(3,056)	19,042	10,290	(8,752)	30.84%
Travel	2,830	17,622	14,792	6,109	35,244	29,136	2.89%
Allocated Overhead	(0)	0	0	(0)	0	0	0.00%
Other Admin Expenses	95,391	57,681	(37,710)	258,226	115,362	(142,864)	37.31%
Total Operating Admin Costs	548,563	474,423	(74,141)	1,023,451	948,845	(74,606)	17.98%
Tenant Services - Salaries	15,942	12,143	(3,799)	27,034	24,286	(2,748)	18.55%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	1,845	5,474	3,629	2,589	10,947	8,359	3.94%
Resident Services MISC	0	19,929	19,929	0	39,858	39,858	0.00%
Total Tenant Services	17,787	37,546	19,758	29,623	75,091	45,468	6.57%
Water	25,339	19,655	(5,683)	59,122	39,311	(19,811)	25.07%
Electricity	11,552	11,212	(340)	26,497	22,424	(4,073)	19.69%
Gas	3,712	4,929	1,217	7,214	9,857	2,643	12.20%
Sewer	16,004	18,469	2,465	28,439	36,937	8,498	11.50%
Total Utilities - Project	56,606	54,265	(2,341)	121,271	108,529	(12,742)	17.92%
Maintenance Salaries	54,294	45,482	(8,812)	96,860	90,964	(5,896)	17.75%
Maintenance Materials	16,425	24,498	8,073	44,307	48,997	4,689	15.07%
Maintenance Contract Costs	118,808	103,668	(15,141)	220,403	207,335	(13,068)	17.72%
Maintenance Fringe Benefits	91,780	20,601	(71,179)	62,994	41,202	(21,792)	25.48%
Total Maintenance Costs	281,308	194,249	(87,059)	424,565	388,498	(36,067)	18.21%
Protective Services	5,836	2,825	(3,011)	13,665	5,650	(8,015)	40.31%
Insurance-Liability/Property/Auto	19,072	37,682	18,610	55,816	75,365	19,549	12.34%
Other General Expenses	1,705	24,257	22,552	3,372	48,514	45,142	1.16%
PILOT	0	16,959	16,959	0	33,918	33,918	0.00%
Bad Debt - Tenant	0	5,583	5,583	0	11,167	11,167	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	17,167	1,108	32,118	34,333	2,215	15.59%
Total Other Operating Expenses	42,672	104,473	61,802	104,971	208,946	103,975	8.37%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,985,716	1,851,075	(134,641)	4,004,066	3,702,151	(301,915)	18.03%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	1,985,716	1,851,075	(134,641)	4,004,066	3,702,151	(301,915)	18.03%
TOTAL EXPENSES	2,932,652	2,716,030	(216,622)	5,707,947	5,432,061	(275,886)	17.50%
RETAINED EARNINGS	18,422	104,312	85,890	668,876	208,625	255,039	1.34%

Housing Authority of the County of Butte
BUSINESS ACTIVITIES INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	270,881	278,535	7,654	533,079	557,069	23,990	15.95%
Tenant Charges	2,642	2,340	(303)	6,525	4,679	(1,845)	23.24%
Laundry Revenue	943	1,485	542	2,229	2,970	741	12.51%
HUD Grant Revenue	0	0	0	0	0	0	0.00%
Other Grant Revenue	0	0	0	206,049	0	(206,049)	0.00%
Investment Income-unrestricted	260	7,077	6,817	509	14,154	13,645	0.60%
Investment Income - restricted	56	1,650	1,594	174	3,300	3,127	0.88%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	284,633	54,982	(229,651)	524,734	109,964	(414,770)	79.53%
TOTAL REVENUES	559,415	346,068	(213,347)	1,273,299	692,136	(581,162)	30.66%
Administrative Employee Salaries	117,395	65,986	(51,409)	197,860	131,972	(65,888)	24.99%
Audit Fee	19,072	1,682	(17,390)	29,072	3,363	(25,709)	144.06%
Advertising & Marketing	378	708	330	811	1,416	605	9.55%
Admin Fringe Benefits & Taxes	47,260	36,235	(11,025)	68,920	72,470	3,550	15.85%
Office Expenses	24,103	3,693	(20,410)	46,927	7,386	(39,541)	105.89%
Legal Expenses	2,680	2,228	(452)	3,373	4,457	1,084	12.61%
Travel	2,830	3,041	210	6,109	6,081	(27)	16.74%
Allocated Overhead	(89,680)	24,116	113,796	(179,360)	48,231	227,592	-61.98%
Other Admin Expenses	90,138	26,547	(63,591)	247,247	53,094	(194,153)	77.61%
Total Operating Admin Costs	214,176	164,235	(49,941)	420,958	328,470	(92,488)	0.00%
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 MISC	0	4,793	4,793	0	9,587	9,587	0.00%
Total Tenant Services	0	4,793	4,793	0	9,587	9,587	0.00%
Water	9,024	8,647	(377)	18,190	17,294	(896)	17.53%
Electricity	10,550	5,720	(4,829)	23,171	11,441	(11,731)	33.76%
Gas	3,231	4,308	1,076	6,270	8,616	2,346	12.13%
Sewer	11,276	8,378	(2,898)	19,742	16,757	(2,986)	19.64%
Total Utilities - Project	34,081	27,053	(7,028)	67,373	54,107	(13,266)	20.75%
Maintenance Salaries	6,500	9,528	3,028	16,187	19,056	2,869	14.16%
Maintenance Materials	15,996	13,540	(2,456)	42,225	27,080	(15,145)	25.99%
Maintenance Contract Costs	89,569	62,488	(27,081)	131,694	124,977	(6,717)	17.56%
Maintenance Fringe Benefits	4,821	467	(4,354)	13,493	933	(12,559)	240.94%
Total Maintenance Costs	116,886	86,023	(30,863)	203,599	172,046	(31,553)	19.72%
Protective Services	3,025	167	(2,858)	6,028	333	(5,695)	301.42%
Insurance-Liability/Property/Auto	19,072	19,270	198	55,816	38,541	(17,275)	24.14%
Other General Expenses	1,705	4,211	2,507	3,372	8,423	5,051	6.67%
PILOT	0	292	292	0	585	585	0.00%
Bad Debt - Tenant	0	1,417	1,417	0	2,833	2,833	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	16,059	542	(15,517)	32,118	1,083	(31,035)	494.12%
Total Other Operating Expenses	39,861	25,899	(13,962)	97,334	51,798	(45,536)	31.32%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	11,688	12,085	397	18,535	24,169	5,634	12.78%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	11,688	12,085	397	18,535	24,169	5,634	12.78%
TOTAL EXPENSES	416,693	320,088	(96,604)	807,800	640,177	(167,623)	21.03%
RETAINED EARNINGS	142,723	25,980		465,499	51,960		9.63%

Housing Authority of the County of Butte
HOUSING-ALL INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	% Used
Dwelling Rent	121,290	159,300	38,010	243,589	318,600	75,011	12.74%
Tenant Charges	6,512	3,333	(3,178)	12,443	6,667	(5,776)	31.11%
Laundry Revenue	294	1,333	1,039	1,383	2,667	1,283	8.65%
HUD Grant Revenue	111,950	126,072	14,122	225,742	252,144	26,402	14.92%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	383	383	0	767	767	0.00%
Investment Income - restricted	0	200	200	0	400	400	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	0	0	0	0	0	0.00%
TOTAL REVENUES	240,046	290,622	50,575	483,157	581,244	98,087	13.85%
Administrative Employee Salaries	76,917	40,522	(36,396)	130,202	81,043	(49,159)	26.78%
Audit Fee	0	267	267	0	533	533	0.00%
Advertising & Marketing	0	750	750	0	1,500	1,500	0.00%
Admin Fringe Benefits & Taxes	27,619	21,598	(6,021)	48,995	43,196	(5,799)	18.90%
Office Expenses	2,586	5,000	2,414	2,796	10,000	7,204	4.66%
Legal Expenses	1,943	1,250	(693)	7,317	2,500	(4,817)	48.78%
Travel	0	5,924	5,924	0	11,849	11,849	0.00%
Allocated Overhead	41,212	41,212	(0)	82,423	82,423	(0)	16.67%
Other Admin Expenses	2,782	4,870	2,088	7,482	9,740	2,258	12.80%
Total Operating Admin Costs	153,059	121,392	(31,666)	279,214	242,785	(36,429)	19.17%
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 MISC	0	719	719	0	1,438	1,438	0.00%
Total Tenant Services	0	719	719	0	1,438	1,438	0.00%
Water	16,315	10,833	(5,481)	40,932	21,667	(19,265)	31.49%
Electricity	1,002	2,417	1,414	3,325	4,833	1,508	11.47%
Gas	480	500	20	944	1,000	56	15.74%
Sewer	4,727	11,775	7,048	8,697	23,550	14,853	6.15%
Total Utilities - Project	22,525	25,525	3,000	53,898	51,050	(2,848)	17.60%
Maintenance Salaries	47,794	35,454	(12,339)	80,673	70,909	(9,764)	18.96%
Maintenance Materials	429	10,417	9,987	2,082	20,833	18,751	1.67%
Maintenance Contract Costs	10,691	27,429	16,738	46,562	54,858	8,296	14.15%
Maintenance Fringe Benefits	28,045	19,854	(8,191)	49,501	39,709	(9,792)	20.78%
Total Maintenance Costs	86,959	93,154	6,195	178,819	186,308	7,490	16.00%
Protective Services	2,811	2,333	(478)	5,262	4,667	(595)	18.79%
Insurance-Liability/Property/Auto	0	16,822	16,822	0	33,644	33,644	0.00%
Other General Expenses	0	250	250	0	500	500	0.00%
PILOT	0	16,667	16,667	0	33,333	33,333	0.00%
Bad Debt - Tenant	0	4,167	4,167	0	8,333	8,333	0.00%
Bad Debt - Other	0	0	0	0	0	0	0.00%
Interest Expense	0	6,650	6,650	0	13,300	13,300	0.00%
Total Other Operating Expenses	2,811	46,889	44,078	5,262	93,777	88,515	0.94%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	2,314	0	(2,314)	5,015	0	(5,015)	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	2,314	0	(2,314)	5,015	0	(5,015)	0.00%
TOTAL EXPENSES	267,667	287,679	20,012	522,208	575,358	53,150	15.13%
RETAINED EARNINGS	(27,621)	2,943		(39,050)	5,886		-1.27%

Housing Authority of the County of Butte
CAPITAL FUNDS INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	16.67% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	0	0	0	0	0	0	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	0	96,381	96,381	320,202	192,762	(127,440)	27.69%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	0	0	0	0	0	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	0	0	0	0	0	0.00%
TOTAL REVENUES	0	96,381	96,381	320,202	192,762	(127,440)	27.69%
Administrative Employee Salaries	9,762	7,665	(2,097)	15,747	15,330	(417)	17.12%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	2,090	4,085	1,996	4,300	8,171	3,871	8.77%
Office Expenses	0	333	333	0	667	667	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	143	143	0	287	287	0.00%
Allocated Overhead	1,850	1,850	0	3,700	3,700	0	0.00%
Other Admin Expenses	0	208	208	0	417	417	0.00%
Total Operating Admin Costs	13,701	14,285	584	23,747	28,571	4,824	13.85%
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%
Total Tenant Services	0	0	0	0	0	0	0.00%
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
Total Utilities - Project	0	0	0	0	0	0	0.00%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	40,460	0	(40,460)	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	0	0	0	40,460	0	(40,460)	0.00%
Protective Services	0	0	0	2,375	0	(2,375)	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%
Total Other Operating Expenses	0	0	0	2,375	0	(2,375)	0.00%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	0	0	0	0	0	0	0.00%
TOTAL EXPENSES	13,701	14,285	584	66,582	28,571	(38,011)	19.19%
RETAINED EARNINGS	(13,701)	82,096		253,621	164,191		8.50%

Housing Authority of the County of Butte
ROSS GRANT (FSS) INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	16.67% % 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	8,636	7,197	(1,439)	17,272	14,394	(2,878)	20.00%
Other Grant Revenue	0	0	0	0	0	0	0.00%
Investment Income-unrestricted	0	0	0	0	0	0	0.00%
Investment Income - restricted	0	0	0	0	0	0	0.00%
Fraud Recovery	0	0	0	0	0	0	0.00%
Other Income	0	0	0	0	0	0	0.00%
TOTAL REVENUES	8,636	7,197	(1,439)	17,272	14,394	(2,878)	20.00%
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	0	0	0	0	0	0.00%
Advertising & Marketing	0	0	0	0	0	0	0.00%
Admin Fringe Benefits & Taxes	0	0	0	0	0	0	0.00%
Office Expenses	0	0	0	0	0	0	0.00%
Legal Expenses	0	0	0	0	0	0	0.00%
Travel	0	0	0	0	0	0	0.00%
Allocated Overhead	0	0	0	0	0	0	0.00%
Other Admin Expenses	0	0	0	0	0	0	0.00%
Total Operating Admin Costs	0	0	0	0	0	0	0.00%
Tenant Services - Salaries	7,821	4,837	(2,984)	13,194	9,673	(3,520)	22.73%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	995	2,361	1,366	1,192	4,721	3,529	4.21%
Resident Services MISC	0	0	0	0	0	0	0.00%
Total Tenant Services	8,816	7,197	(1,618)	14,385	14,394	9	16.66%
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
Total Utilities - Project	0	0	0	0	0	0	0.00%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	0	0	0	0	0	0	0.00%
Protective Services	0	0	0	0	0	0	0.00%
Insurance-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%
Total Other Operating Expenses	0	0	0	0	0	0	0.00%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	0	0	0	0	0	0	0.00%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	0	0	0	0	0	0	0
TOTAL EXPENSES	8,816	7,197	(1,618)	14,385	14,394	9	16.66%
RETAINED EARNINGS	(180)	0		2,887	0		3.34%

Housing Authority of the County of Butte
SECTION 8 INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	16.67% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	18,634	0	(18,634)	32,687	0	(32,687)	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	2,024,616	1,941,688	(82,928)	4,025,987	3,883,376	(142,611)	17.28%
Other Grant Revenue	0	0	336,265	0	0	672,530	0.00%
Investment Income-unrestricted	0	150	150	0	300	300	0.00%
Investment Income - restricted	0	4,167	4,167	0	8,333	8,333	0.00%
Fraud Recovery	2,360	4,167	1,807	13,498	8,333	(5,165)	27.00%
Other Income	0	625	625	0	1,250	1,250	0.00%
TOTAL REVENUES	2,045,610	1,950,797	241,452	4,072,172	3,901,593	501,951	17.40%
Administrative Employee Salaries	87,951	65,148	(22,803)	145,097	130,297	(14,801)	18.56%
Audit Fee	0	1,675	1,675	0	3,350	3,350	0.00%
Advertising & Marketing	0	417	417	0	833	833	0.00%
Admin Fringe Benefits & Taxes	22,063	34,724	12,661	40,996	69,448	28,453	9.84%
Office Expenses	4,946	10,417	5,471	8,352	20,833	12,481	6.68%
Legal Expenses	3,540	1,250	(2,290)	8,315	2,500	(5,815)	55.43%
Travel	0	7,452	7,452	0	14,904	14,904	0.00%
Allocated Overhead	42,618	42,618	0	85,237	85,237	0	16.67%
Other Admin Expenses	2,462	20,855	18,392	3,481	41,709	38,229	1.39%
Total Operating Admin Costs	163,581	184,556	20,975	291,477	369,111	77,634	13.16%
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 MISC	0	0	0	0	0	0	0.00%
Total Tenant Services	0	0	0	0	0	0	0.00%
Water	0	133	133	0	267	267	0.00%
Electricity	0	2,758	2,758	0	5,517	5,517	0.00%
Gas	0	83	83	0	167	167	0.00%
Sewer	0	417	417	0	833	833	0.00%
Total Utilities - Project	0	3,392	3,392	0	6,783	6,783	0.00%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	417	417	0	833	833	0.00%
Maintenance Contract Costs	1,194	917	(277)	1,688	1,833	146	15.34%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	1,194	1,333	140	1,688	2,667	979	10.55%
Protective Services	0	267	267	0	533	533	0.00%
Insurance-Liability/Property/Auto	0	455	455	0	910	910	0.00%
Other General Expenses	0	5,167	5,167	0	10,333	10,333	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	9,975	9,975	0	19,950	19,950	0.00%
Total Other Operating Expenses	0	15,863	15,863	0	31,727	31,727	0.00%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	1,863,483	1,742,365	(121,119)	3,771,653	3,484,729	(286,924)	18.04%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	1,863,483	1,742,365	(121,119)	3,771,653	3,484,729	(286,924)	18.04%
TOTAL EXPENSES	2,028,257	1,947,508	(80,749)	4,064,817	3,895,017	(169,800)	17.39%
RETAINED EARNINGS	17,352	3,288		7,355	6,576		0.00%

Housing Authority of the County of Butte
EMERGENCY HOUSING VOUCHERS INCOME STATEMENT
November 30, 2024

	Month to Date			Year to Date			YTD %
	Actual	Budget	Remaining	Actual	Budget	Remaining	16.67% % Used
Dwelling Rent	0	0	0	0	0	0	0.00%
Tenant Charges	(169)	0	169	(344)	0	344	0.00%
Laundry Revenue	0	0	0	0	0	0	0.00%
HUD Grant Revenue	97,367	117,798	20,431	210,721	235,596	24,875	14.91%
Other Grant Revenue	0	0	336,265	0	0	672,530	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	169	0	(169)	344	0	(344)	0.00%
Other Income	0	0	0	0	0	0	0.00%
TOTAL REVENUES	97,367	117,798	356,696	210,721	235,596	697,405	14.91%
Administrative Employee Salaries	0	0	0	0	0	0	0.00%
Audit Fee	0	125	125	0	250	250	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	38	0	(38)	38	0	(38)	0.00%
Travel	0	240	240	0	480	480	0.00%
Allocated Overhead	4,000	4,000	0	8,000	8,000	0	16.67%
Other Admin Expenses	8	951	942	16	1,901	1,885	0.14%
Total Operating Admin Costs	4,047	5,315	1,269	8,055	10,631	2,576	12.63%
Tenant Services - Salaries	8,122	4,910	(3,211)	13,841	9,821	(4,020)	23.49%
Relocation Costs	0	0	0	0	0	0	0.00%
Employee Benefits - Tenant Services	850	1,759	909	1,397	3,518	2,121	6.62%
Resident Services MISC	0	16,917	16,917	0	33,833	33,833	0.00%
Total Tenant Services	8,972	23,586	14,615	15,238	47,173	31,935	5.38%
Water	0	0	0	0	0	0	0.00%
Electricity	0	0	0	0	0	0	0.00%
Gas	0	0	0	0	0	0	0.00%
Sewer	0	0	0	0	0	0	0.00%
Total Utilities - Project	0	0	0	0	0	0	0.00%
Maintenance Salaries	0	0	0	0	0	0	0.00%
Maintenance Materials	0	0	0	0	0	0	0.00%
Maintenance Contract Costs	0	0	0	0	0	0	0.00%
Maintenance Fringe Benefits	0	0	0	0	0	0	0.00%
Total Maintenance Costs	0	0	0	0	0	0	0.00%
Protective Services	0	0	0	0	0	0	0.00%
Insurance-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%
Total Other Operating Expenses	0	0	0	0	0	0	0.00%
Maintenance - Extraordinary	0	0	0	0	0	0	0.00%
Casualty Losses	0	0	0	0	0	0	0.00%
Housing Assistance Payments	108,231	88,896	(19,335)	208,863	177,792	(31,071)	19.58%
Fraud Losses	0	0	0	0	0	0	0.00%
Total Other Costs	108,231	88,896	(19,335)	208,863	177,792	(31,071)	19.58%
TOTAL EXPENSES	121,249	117,798	(3,452)	232,155	235,596	3,440	16.42%
RETAINED EARNINGS	(23,882)	0		(21,434)	0		-1.52%

**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	851,251	952,176	1,051,945	1,126,041	1,188,984	1,223,541	1,250,189	1,321,076	1,421,461	1,502,665	1,571,463		1,421,461
BEG. INVESTED IN CAPITAL ASSETS	0	0	0	0	0	0	0	0	0	0	0		0
HUD ADMIN FEE REVENUE	191,764	202,704	191,764	191,482	191,482	192,984	204,768	223,806	192,984	192,984	194,387		2,171,109
FRAUD RECOVERY	3,146	1,322	1,829	612	6,495	3,986	2,105	1,385	1,114	4,274	3,056		29,324
INTEREST INCOME / GAIN or LOSS INV	0	0	0	0	0	0	0	0	0	0	0		0
DEPRECIATION (reduces Capital Assets)	0	0	0	0	0	0	0	0	0	0	0		0
BAD DEBT-ADMIN / OPEB YE Adj	0	0	0	0	0	0	0	0	0	0	0		0
ADMINISTRATIVE EXPENDITURES	-93,985	-104,257	-119,497	-129,151	-163,420	-170,322	-135,986	-124,806	-112,894	-128,460	-164,774		-1,447,552
ENDING ADMIN RESERVE BALANCE	952,176	1,051,945	1,126,041	1,188,984	1,223,541	1,250,189	1,321,076	1,421,461	1,502,665	1,571,463	1,604,132	0	2,174,342
YTD Change in Admin.	100,925	200,694	274,790	337,733	372,290	398,938	469,825	570,210	651,414	720,212	752,881		1,323,091
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	-538,159	-550,010	-551,870	-603,910	-625,138	-28,544	-10,879	21,947	19,778	48,530	49,435		19,778
HUD HAP REVENUE	1,652,383	1,687,444	1,712,199	1,742,580	2,354,054	1,771,622	1,806,836	1,788,524	1,830,481	1,808,387	1,830,229		19,984,739
FRAUD RECOVERY	3,146	1,322	1,829	612	6,495	3,986	2,105	1,385	1,114	4,274	3,056		29,324
FSS FORFEITURES	0	0	0	0	0	0	0	0	0	0	0		0
BAD DEBT-HAP	0	0	0	0	0	0	0	0	0	0	0		0
HOUSING ASSISTANCE PAYMENTS	-1,667,380	-1,690,626	-1,766,068	-1,764,420	-1,763,955	-1,757,943	-1,776,115	-1,792,078	-1,802,843	-1,811,756	-1,819,742		-19,412,926
ENDING HAP RESERVE BALANCE	-550,010	-551,870	-603,910	-625,138	-28,544	-10,879	21,947	19,778	48,530	49,435	62,978	0	620,915
YTD Change in HAP	-11,851	-13,711	-65,751	-86,979	509,615	527,280	560,106	557,937	586,689	587,594	601,137		1,159,074
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	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	19,856,667
HAP EXPENDITURES (Current Month)	1,761,365	1,794,883	1,885,565	1,893,571	1,927,375	1,928,265	1,912,101	1,916,884	1,915,737	1,940,216	1,984,516	0	20,860,478
CY 2024 HAP BUDGET UTILIZATION	106%	108%	114%	114%	116%	117%	116%	116%	116%	117%	120%	0%	105%
BUDGET AVAILABLE (YTD)	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	1,654,722	21,511,389
TOTAL HAP EXPENDITURES (YTD)	1,761,365	1,794,883	1,885,565	1,893,571	1,927,375	1,928,265	1,912,101	1,916,884	1,915,737	1,940,216	1,984,516	0	20,860,478
BUDGET REMAINING (YTD)	(106,643)	(140,161)	(230,843)	(238,849)	(272,653)	(273,543)	(257,379)	(262,162)	(261,015)	(285,494)	(329,794)		650,911
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	2,216	2,265	2,249	2,232	2,200	2,210	2,204	2,199	2,184	2,171		24,344
UNIT MONTH'S AVAILABLE	2,254	2,254	2,254	2,254	2,254	2,254	2,254	2,254	2,254	2,254	2,264		24,804
OVER or (UNDER) LEASED	-40	-38	11	-5	-22	-54	-44	-50	-55	-70	-93		-460
CY 2024 VOUCHER UTILIZATION	98%	98%	100%	100%	99%	98%	98%	98%	98%	97%	96%		98%
CY 2023 VOUCHER UTILIZATION	95%	97%	96%	97%	97%	97%	97%	97%	99%	99%	100%		98%
CY 2024 AVERAGE HAP	796	810	832	842	864	876	865	870	871	888	914		857
CY 2023 AVERAGE HAP	695	707	713	724	711	760	732	739	997	755	751		756

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

UNITS LEASED SUMMARY	JAN'25	DEC'24	NOV'24	OCT'24	SEP'24	AUG'24	JUL'24	JUN'24	MAY'24	APR'24	MAR'24	FEB'24
BUTTE												
ACC UNIT MONTHS	1983	1983	1983	1983	1983	1983	1983	1973	1973	1973	1973	1973
CURRENT LEASED	1892	1903	1908	1917	1932	1981	1975	1958	1981	1997	2030	2002
VOUCHER UTILIZATION %	95.41%	95.97%	96.22%	96.67%	97.43%	99.90%	99.60%	99.24%	100.41%	101.22%	102.89%	101.47%
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	105	102	103	106	81	77	78	76	77	78	72	54
VOUCHER UTILIZATION %	120.69%	117.24%	118.39%	121.84%	93.10%	88.51%	89.66%	87.36%	88.51%	89.66%	82.76%	62.07%
VASH												
ACC UNIT MONTHS	194	194	194	194	194	194	194	194	194	194	194	194
CURRENT LEASED	158	161	161	161	162	166	165	165	168	170	169	163
VOUCHER UTILIZATION %	81.44%	82.99%	82.99%	82.99%	83.51%	85.57%	85.05%	85.05%	86.60%	87.63%	87.11%	84.02%
TOTAL												
ACC UNIT MONTHS	2264	2264	2264	2264	2264	2264	2264	2254	2254	2254	2254	2254
CURRENT LEASED	2155	2166	2172	2184	2175	2224	2218	2199	2226	2245	2271	2219
VOUCHER UTILIZATION %	95.19%	95.67%	95.94%	96.47%	96.07%	98.23%	97.97%	97.56%	98.76%	99.60%	100.75%	98.45%

HAP SUMMARY*	JAN'25	DEC'24	NOV'24	OCT'24	SEP'24	AUG'24	JUL'24	JUN'24	MAY'24	APR'24	MAR'24	FEB'24
ACC BUDGET	\$ 1,761,511	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160	\$ 1,741,160
ACTUAL HAP	\$ 1,818,666	\$ 1,779,226	\$ 1,768,960	\$ 1,803,945	\$ 1,810,806	\$ 1,819,515	\$ 1,802,528	\$ 1,777,482	\$ 1,768,946	\$ 1,773,035	\$ 1,774,682	\$ 1,718,421
PER UNIT COST	\$ 844	\$ 821	\$ 814	\$ 826	\$ 833	\$ 818	\$ 813	\$ 808	\$ 795	\$ 790	\$ 781	\$ 774
BUDGET UTILIZATION %	103.24%	102.19%	101.60%	103.61%	104.00%	104.50%	103.52%	102.09%	101.60%	101.83%	101.93%	98.69%

ACTIVITY SUMMARY	JAN'25	DEC'24	NOV'24	OCT'24	SEP'24	AUG'24	JUL'24	JUN'24	MAY'24	APR'24	MAR'24	FEB'24
# PORT IN BILLED	19	19	15	13	11	7	4	2	2	1	0	0
#PORT OUT UNDER CONTRACT	69	64	58	59	52	56	57	57	56	58	55	49
ZERO HAP	8	10	9	11	12	10	11	12	13	13	12	16
UTILITY ASSISTANCE PAYMENTS	150	121	134	125	137	137	117	112	116	121	116	111
NEW ADMISSIONS	**	0	9	3	3	11	30	1	3	5	17	69
INITIAL VOUCHERS SEARCHING	3	3	1	1	4	4	4	5	13	17	24	29
ACTUAL/ESTIMATED EOP	19	8	13	21	18	24	21	21	25	20	24	23
REMAIN ON WAITING LIST	1501	1501	1501	1501	1501	1501	1501	1501	1501	1501	1501	1500

*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
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	343,285	342,139	343,486	345,543	347,873	350,396	351,067	351,109	350,956	350,438	350,859		685,424
BEG. INVESTED IN CAPITAL ASSETS	0	0	0	0	0	0	0	0	0	0	0		0
HUD EHV ADMIN FEE REVENUE	10,404	10,404	11,656	11,655	13,689	13,690	9,369	9,170	11,606	11,605	13,247		20,808
ADMINISTRATIVE EXPENDITURES	-11,550	-9,057	-9,599	-9,325	-11,166	-13,019	-9,327	-9,323	-12,124	-11,184	-14,012		-20,607
ENDING ADMIN RESERVE BALANCE	342,139	343,486	345,543	347,873	350,396	351,067	351,109	350,956	350,438	350,859	350,094	0	685,625
YTD Change in Admin.	-1,146	201	2,258	4,588	7,111	7,782	7,824	7,671					342,340
HAP - Cash Basis	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
BEGINNING HAP RESERVES	91,708	124,106	154,075	163,010	171,326	171,428	173,407	281,867	285,738	288,690	293,840		215,814
HUD EHV HAP REVENUE	130,227	130,226	106,410	106,411	99,014	99,014	202,233	100,734	101,750	101,749	84,120		260,453
HOUSING ASSISTANCE PAYMENTS	-97,829	-100,257	-97,475	-98,095	-98,912	-97,035	-93,773	-96,863	-98,798	-96,599	-101,504		-198,086
ENDING HAP RESERVE BALANCE	124,106	154,075	163,010	171,326	171,428	173,407	281,867	285,738	288,690	293,840	276,456	0	278,181
YTD Change in HAP	32,398	62,367	71,302	79,618	79,720	81,699	190,159	194,030	196,982	202,132	184,748		186,473
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	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	1,289,428
HAP EXPENDITURES (Current Month)	109,379	109,314	107,074	107,420	110,078	110,054	103,100	106,186	110,922	107,783	115,516	0	1,196,826
CY 2024 EHV HAP BUDGET UTILIZATION	102%	102%	100%	100%	102%	102%	96%	99%	103%	100%	108%	0%	93%
BUDGET AVAILABLE (YTD)	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	107,452	1,396,880
TOTAL HAP EXPENDITURES (YTD)	109,379	109,314	107,074	107,420	110,078	110,054	103,100	106,186	110,922	107,783	115,516	0	1,196,826
BUDGET REMAINING (YTD)	(1,927)	(1,862)	378	32	(2,626)	(2,602)	4,352	1,266	(3,470)	(331)	(8,064)	-	200,054
UNITS LEASED SUMMARY	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
UNITS LEASED (1st of Mo.)	115	116	116	112	114	111	112	109	108	108	109		1,230
UNIT MONTH'S AVAILABLE	116	116	116	116	116	116	116	116	116	116	116	116	1,392
OVER or (UNDER) LEASED	-1	0	0	-4	-2	-5	-4	-7	-8	-8	-7	0	-162
CY 2024 VOUCHER UTILIZATION	99%	100%	100%	97%	98%	96%	97%	94%	93%	93%	94%	0%	88%
CY 2023 VOUCHER UTILIZATION	81%	97%	96%	97%	97%	97%	97%	97%	99%	99%	100%	99%	98%
CY 2024 AVERAGE HAP	951	942	923	959	966	991	921	974	1027	998	1060		973
CY 2023 AVERAGE HAP	906	906	906	906	906	906	906	906	906	906	907		0

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

HOUSING AUTHORITY OWNED PROPERTIES													
	Gridley FLH			Open Market Units									
Location	FLH	Demo	Other	Gridley Springs II	Cameo	Locust	Alamont	Evanswood	Kathy Ct	Lincoln	Park Place	Total	Occupancy
# of Units	115*	7	1****	24	20	10	30	31	0 (12)***	18	40	173	%
Jan-25	12**	0	1****	2	0	0	0	1	12***	0	2	3	98.3%
Dec-24	12**	0	1****	1	2	0	0	2	12***	0	1	5	97.1%
Nov-24	12**	0	1****	0	2	0	0	2	12***	0	1	5	97.1%
Oct-24	12**	0	1****	2	2	0	1	2	12***	0	0	5	97.1%
Sep-24	12**	0	1****	2	1	0	2	2	12***	1	0	6	96.6%
Aug-24	12**	0	1****	1	1	0	1	1	12***	1	0	4	97.7%
Jul-24	11**	0	1****	1	0	0	2	0	12***	0	0	2	98.9%
Jun-24	12**	0	1****	0	0	0	0	0	12***	1	0	1	99.4%
May-24	13**	0	1****	1	0	0	0	0	12***	1	1	2	98.9%
Apr-24	13**	0	1****	1	1	0	0	0	12***	1	0	2	98.9%
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%

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

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

*** 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	%
Jan-25	4	2	3	2	2	2	2	17	95.1%
Dec-24	4	2	2	2	1	2	1	14	95.9%
Nov-24	3	2	3	1	1	1	2	13	96.2%
Oct-24	2	1	3	1	2	1	3	13	96.2%
Sep-24	2	2	2	2	3	1	2	14	95.9%
Aug-24	2	3	2	2	3	2	1	15	95.7%
Jul-24	2	4	2	1	5	1	2	17	95.1%
Jun-24	1	2	3	1	5	2	3	17	95.1%
May-24	1	2	2	1	3	4	3	16	95.4%
Apr-24	1	2	2	1	2	5	1	14	95.9%
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%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Jan-25	8
Dec-24	8
Nov-24	7
Oct-24	8
Sep-24	9
Aug-24	9
Jul-24	7
Jun-24	7
May-24	9
Apr-24	8
Mar-24	6
Feb-24	7
Jan-24	5

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Jan-25	8	0	2	2
Dec-24	9	0	1	2
Nov-24	7	1	2	0
Oct-24	8	0	1	0
Sep-24	8	0	1	1
Aug-24	11	0	2	1
Jul-24	6	0	1	0
Jun-24	4	0	1	0
May-24	4	1	0	1
Apr-24	4	2	2	1
Mar-24	4	2	2	1
Feb-24	4	2	7	2
Jan-24	4	1	5	4

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	22 Transfer list	6+	1437	6+	1196	6+
2	2123	3+			534	2+
3	541	2+	500	2+	321	2+
4	214	5+			110	4+
5					24	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	338	3	248	2
2	328	7			51	
3	44	2	46	6	28	
4	13	4+			8	
5					3	

MEMO

Date: January 10, 2025
To: HACB Board of Commissioners
From: Taylor Gonzalez, Project Manager
Subject: Status of HACB Construction Projects

As of January 10, 2025, the status of HACB construction activity follows:

2020A Bond – Activities:

- To date, **\$7,682,944** has been expended, representing approximately **81%** of the project fund. Expenses include the Property Condition Assessment Repairs completed at the six properties that were used to leverage the bond proceeds, and the larger scale capital improvement projects listed below. Larger bond disbursements are expected to continue as the CDBG-DR funds for Mayer Commons are now fully expended, and as the Lincoln Stair and Second Floor Walkway Repair project has commenced.

Mayer Commons (formerly Kathy Court Apartments), Paradise:

- Construction continues to pace on schedule with final completion slated for April, 2025.
- Exterior work is progressing according to schedule. Installation of underground infrastructure for site lighting is currently underway concurrently with exterior painting, which is anticipated for completion the week of January 13th. Delivery and installation of the patio deck railing is also scheduled for the week of January 13th.
- Interior work is progressing according to schedule. Drywall texture application is nearing completion, to be followed by the installation of Gypcrete in the second-level units. Gypcrete installation and interior door installation are scheduled for the week of January 13th.
- To date, the project has experienced a cost increase of **9.5%** from the original contract amount. These additional costs have been fully absorbed by the project's contingency budget, which was established to address unforeseen expenses, uncertainties, and unforeseen needs. Given the project's current progress and the resolution of numerous design-related challenges and delays, minimal further cost increases are anticipated.
- The ninth disbursement of the Town of Paradise CDBG-DR loan funds has been received. A total of **\$2,175,786** has been drawn on the **\$2,695,318** loan total. The remaining loan funds will be disbursed at the end of the project. The loan funds will be utilized to pay the retainage due to Modern Building, as well as a \$250,000 Developer Fee due to the HACB.



Photo of overall construction progress

*January 10, 2025
HACB Construction Status Memo
pg. 1*

Mayer Commons (formerly Kathy Court Apartments), Paradise: (continued)



Drywall texture application complete



Drywall texture application complete



Site lighting infrastructure in progress



Exterior painting nearly complete



Exterior painting nearly complete



Exterior painting nearly complete

*January 10, 2025
HACB Construction Status Memo
pg. 2*

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.*

- Rehabilitation work is progressing as scheduled.
- To mitigate potential disruptions to tenants and ensure the safety of all individuals, the project will be implemented in two phases. This phased approach will allow for controlled construction activities while maintaining safe and accessible pathways throughout the complex.
- Demolition of Phase I and Phase II is complete along with repair work to damaged wood joists.
- Reconstruction of the two stair landings is nearly complete, with subsequent efforts focusing on enclosing the repaired walkway structure.
- To date, the project has experienced a cost increase of **13.8%** from the original contract amount. These additional costs have been fully absorbed by the project's contingency budget, which was established to address unforeseen expenses, uncertainties, and unforeseen needs.
- Final completion is slated for early-February.



Wood joist repairs complete



Wood joist repairs complete



Stair landing reconstruction nearly complete



Stair landing reconstruction nearly complete

*January 10, 2025
HACB Construction Status Memo
pg. 3*

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

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

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 rehabilitation work is complete, remaining bond funds will be directed to improvements at Park Place Apartments, Oroville.
- PG&E has reached out to HACB Staff to discuss an upcoming compliance and safety project along Myers Street. The project involves replacing all existing gas service lines currently on the HACB property and subsequently recording new public utility easements where none currently exist. Executed Easement documentation was provided to PG&E in December, 2024.
- To ensure a mutually beneficial project, HACB staff has provided PG&E a Cooperation Agreement in December, 2024.

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

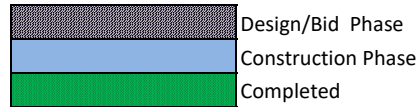
- The Rural Community Assistance Corporation (RCAC) is currently working through their internal approval process to implement the recommendations of the engineering team. Upon approval, the next step will be to prepare detailed construction drawings to facilitate the bidding and construction phases of the project.
- The HACB and RCAC are expected to meet in Mid-January, 2025 to discuss the next phases of the project.
- The project is expected to be completed by Fall 2025. However, unforeseen procurement delays may impact this timeline.



FLH Wellhead

12 Month HACB Construction Project Schedule - January, 2025

		Budgeted Amount	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25
Lincoln Apartments, Chico														
	Stair and Second Floor Walkway Repair Project	\$530,683	Construction	Construction	Completed									
Park Place Apartments, Oroville														
	Community Building Renovation and Site Improvements	\$649,038	Design/Bid	Design/Bid	Construction	Construction	Completed							
Mayer Commons (Kathy Court Apartments) Paradise														
	Replacement Project	\$6,738,294	Construction	Construction	Construction	Completed								
Fogg Avenue Apartments, Oroville														
	Design Development and Construction Drawings	\$450,000	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
	Seek Funding and Grant Application Preparation	\$50,000	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid
Farm Labor Housing, Gridley														
	Well 03 Backup Generator Installation (Grant Funded)	\$411,637	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Design/Bid	Construction	Construction	Construction	Completed	
Total next 12 months:		\$8,829,652												



MEMO

Date: January 9, 2025

To: Board of Commissioners

From: Sheri Bouvier, Contracts Administrator

Subject: Public Housing - Capital Fund Status Report

As of January 9, 2025, the status of HACB Capital Fund construction activity follows:

- Public Housing – Roof Replacement Project - Invitation to Bid (IFB) was issued on January 6, 2025 for the replacement of up to 15 roofs in Chico for the Natoma Ct, La Leita Ct and Hazel St. properties. Bids are due January 27, 2025.
- Public Housing – HVAC Replacement Project - Invitation to Bid (IFB) was issued on January 7, 2025 for the replacement of up to 20 HVAC systems for the Winston Gardens. property. Bids are due January 27, 2025.
- Public Housing – Exterior Trim Painting Project – Invitation to Bid (IFB) was issued on November 12, 2024 for an exterior trim painting project at the Hammon Park, Casey Ct, Gardella Ave., 7th and Pomona Ave., and Oro Dam Blvd properties in Oroville. The HACB received 8 bids total. Contract award is pending verification of all the bid documents and vetting of the low bidder, HB Restoration with a bid of \$78,250.00
- Public Housing - Five-year Environmental Review, RFP was issued August 27, 2024 to perform required environmental review of improvement and maintenance projects planned for the next five-year period for all Public Housing sites. E-Corp was selected as the consultant and is currently working on the analysis of the properties. Estimated completion date is August 2025.
- Public Housing - HUD Safety and Security Grant - Winston Gardens Apts., Oroville, Public Housing Project 43-10. Access Control and Video Surveillance Systems project to add additional wrought iron fencing, driveway access control gates and all new LED exterior pole lighting. Project is on schedule and progressing with infrastructure for gates going in this week. Project is estimated to be complete in early March.

*January 9, 2025
HUD Public Housing Capital Fund Report
pg. 1*

- Public Housing – All sites, ongoing. Abatement and replacement of asbestos-containing floor tiles;160 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 2022, Funding Amount \$1,117,056.00 to be expended by May 11, 2026

This Capital Fund is 100% obligated and 94.84% expended.

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **HVAC Replacement Chico** – Replace 35 HVAC unit 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 \$1,147,379.00 to be expended by May 11, 2026

This Capital Fund is 51% obligated and 18% expended.

- **ACM Tile Replacement** – All concrete-block units – ongoing
- **Paint Trim** - at 43-14 and 43-15 in Oroville
- **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
- **HVAC Replacement** – Replace 20 HVAC unit which reached the end of their useful life
- **Roof Replacement** – Replace 15 roofs which reached the end of their useful life

Capital Fund 2023E, Safety and Security Grant for Winston Gardens,

Funding Amount \$225,639.00 to be expended by September 17, 2025

This Capital Fund is 100% obligated and 57.59% 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 2024, Funding Amount \$1,159,420.00 to be expended by May 5, 2028

This Capital Fund is 29.93% obligated and 29.93% expended.

- **HVAC Replacement Project**– Select units, replace HVAC units which have reached the end of their useful life, in planning
- **Bathroom Tub/Shower Refinishing** – Select concrete block units, in planning
- **Paint** – at 43-10 in Oroville – Select units in phases, in planning
- **New Monument Signs** – replace monuments signs at Rhodes Terrance and Shelton Oaks
- **Paint** – 2039 Forest Ave., HACB main office building and monument sign

*January 9, 2025
HUD Public Housing Capital Fund Report
pg. 2*

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 01/09/2025	7,401.00	-	10,000.00	-	1,887,888.93	1,905,289.93	
	CF-22, CF-23, CF23E, CF-24 Funding							
100	Reserved Budget	7,401.00					7,401.00	
1406	Operations		-				-	
1408	Management Improvements			10,000.00			10,000.00	
1410	Administration				-		-	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment					1,887,888.93	1,887,888.93	
							1,905,289.93	Total

0.00 0.00 0.00 0.00 0.00 0.00

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 01/09/2025

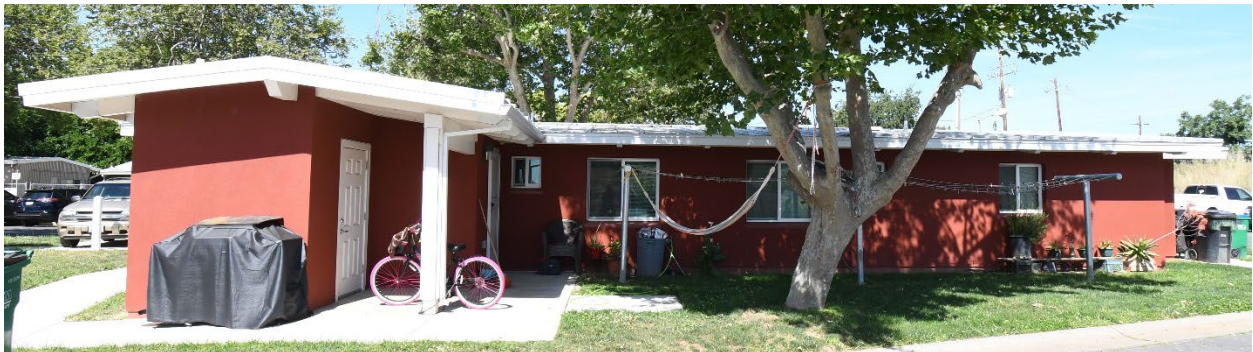
Capital Funds CF-22, CF-23, CF-23E, CF24

			CF-22			CF-23			CF-23E Safety and Security Grant			CF-24			Totals		
			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	3,800.00			3,601.00								7,401.00	-	7,401.00	
2	1406	Operations (25% Max)	58,149.00	58,149.00	58,149.00	45,668.00	45,668.00	45,668.00				231,314.00	231,314.00	231,314.00	335,131.00	335,131.00	-
3	1408	Management Improvements				5,000.00						5,000.00	-	-	10,000.00	-	10,000.00
4	1410	Administration (10% Max)	111,325.00	111,325.00	111,325.00	91,336.00	91,336.00	91,336.00				115,657.00	115,657.00	115,657.00	318,318.00	318,318.00	-
14	1480	General Capital Fund Activity; Site Improvement, Dwelling Structures, Dwelling Equipment	943,782.00	947,582.00	889,958.41	1,001,774.00	452,345.55	70,845.25	225,639.00	225,639.00	129,951.41	807,449.00			2,978,644.00	1,090,755.07	1,887,888.93
			1,117,056.00	1,117,056.00	1,059,432.41	1,147,379.00	589,349.55	207,849.25	225,639.00	225,639.00	129,951.41	1,159,420.00	346,971.00	346,971.00	3,649,494.00	1,744,204.07	1,905,289.93
			100.00%		94.84%		51%	18%	100.00%		57.59%		29.93%	29.93%			

MEMO

Date: January 10, 2025
To: HACB Board of Commissioners
From: Juan Meza, Public Housing Manager
Taylor Gonzalez, Project Manager
Subject: Farm Labor Housing, Gridley – status report

As of January 1st, there were a total of (77) occupied units. There were (2) move-in’s and (1) move-out during the month December. A total of (12) concrete block units are vacant and are rent ready. (18) units are deemed uninhabitable, and (8) are offline, waiting for the next phase renovation. All of the remodeled units are currently occupied. **As residents move-out of the old 1930’s-era wooden units the total number of units available for occupancy decreases as they are designated “Uninhabitable” with USDA-RD.** There are no pending unlawful detainers or intent to vacate notices at this time. Unpaid rents – there are several and AWI is in the process of collecting.



Renovated 1980’s era Concrete Block Housing

AWI staff continue their marketing efforts. There are (4) applicants in the eligibility process, with (2) applicants nearing approval to move them in this 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 outreaches to local farms and canneries, to improve the Wait List.

AWI has obtained a USDA-RD compliant Market Study, which they have submitted to USDA-RD for review and approval hopefully. The study indicates there’s a lack of farm workers in the area that meet the 514 criteria in order to house them at GFLH. The waiver request would permit occupancy by over-income and/or non-farm labor households, and allow current over-income residents to remain in their home helping decrease the vacancy on the property.

Chavarria’s Landscaping continues to service the landscaping needs of the property. Staff has an estimate to replace the damaged slide in the playground and is seeking a second estimate at this

time. Other planned improvements to the existing playground include adding bark and a border around the playground area.



Unrenovated 1980's era Concrete-block Unit

Mi C.A.S.A.'s monthly food distribution will be held on January 14th, 2025. Mi CASA's Spring Session has started and will run through the month of June, 2025. Staff is reporting that they have (35-40) students attending classes on a daily basis. For the 2025 NAHRO What Home Means to Me poster contest we have received several entries which will be voted on by HACB staff and Board members to determine which entries will be taken to the NorCal/Nevada NAHRO conference scheduled for January 27-28th, 2025.

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.



State Demonstration "Demo" Housing Unit

AWI continues their efforts to renovate the old concrete block units. AWI was able to renovate (2) of the cinderblock units last year and plan to rehab another (2-4) cinderblock units in the upcoming year.

YTD income comes in at \$16,972.86 less than anticipated at \$304,959.14 Total YTD Expenses comes in \$21,982 less than budget at \$296,754. This brought our YTD Net Profit to \$5,009.00 more than budget at \$8,204. The current reserve balance held by AWI is \$77,911.17.

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



1930's era Wood Frame Units

Regarding the Well Backup Generator Project, a recent meeting between Rural Community Assistance Corporation (RCAC) and HACB staff reviewed the progress of the project. An engineering assessment recommended installing a 200 KW natural gas generator. RCAC is currently seeking internal approval for this recommendation. Once approved, detailed construction drawings will be prepared to initiate the bidding and construction phases. The project is anticipated to be completed by Fall 2025, though potential procurement delays may impact this timeline.

Please find third party property manager AWI's December, 2024 report following.

**Gridley Farm Labor Housing
December 2024**



Separate *Variance Report* explaining budget differences and expenditures.

The reserve balance held at AWI is \$77,911.17.

Updates:

GFLH currently has 12 units available for occupancy. There was 1 move-out during the month of December.

As of the end of December.

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

Future Rehab Units:

- **2-4 units are planned for renovation in 2025.**
 - **OG1478**
 - **OG1482**

Unit Turns:

- **Unit #OG1486** Market Ready. Applicants in process.
- **Unit #OG1490** Market Ready. Applicants in process.
- **Unit #SU1523** (Reasonable Accommodation) Transfer from Mar820.



Staff currently has 4 applicants on hand, currently processing all as well as bringing in additional techs to expedite turns.

Important Note: As residents move out of the “old wooden units” the total number of units available for occupancy decreases as they are marked uninhabitable with USDA-RD.

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

Several January rent payments are outstanding as it is early in the month.

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



AWI Management Corporation is an Equal Opportunity provider.

Gridley Farm Labor 645
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 124,900.00	\$ 127,302.00	\$ (2,402.00)	\$ 374,176.00	\$ 381,906.00	\$ (7,730.00)
Vacancies	\$ (20,531.00)	\$ (18,888.00)	\$ (1,643.00)	\$ (63,573.00)	\$ (56,664.00)	\$ (6,909.00)
Manager's Unit	(1,906.00)	(1,382.00)	(524.00)	(7,025.00)	(4,146.00)	(2,879.00)
Total Tenant Rent	\$ 102,463.00	\$ 107,032.00	\$ (4,569.00)	\$ 303,578.00	\$ 321,096.00	\$ (17,518.00)
Other Project Income:						
Laundry Income	\$ (80.55)	\$ 163.34	\$ (243.89)	\$ 399.97	\$ 490.00	\$ (90.03)
Interest Income	237.00	23.66	213.34	730.79	71.00	659.79
Restricted Reserve Interest Incom	54.88	0.00	54.88	228.38	0.00	228.38
Other Tenant Income	0.00	91.66	(91.66)	22.00	275.00	(253.00)
Other Project Income	\$ 211.33	\$ 278.66	\$ (67.33)	\$ 1,381.14	\$ 836.00	\$ 545.14
Total Project Income	\$ 102,674.33	\$ 107,310.66	\$ (4,636.33)	\$ 304,959.14	\$ 321,932.00	\$ (16,972.86)
Project Expenses:						
Maint. & Oper. Exp. (Page 3)	\$ 62,349.38	\$ 42,136.45	\$ 20,212.93	\$ 113,608.28	\$ 126,409.25	\$ (12,800.97)
Utilities (Page 3)	8,195.62	11,582.07	(3,386.45)	26,769.96	34,746.25	(7,976.29)
Administrative (Page 3)	15,413.46	17,803.84	(2,390.38)	49,539.95	53,411.50	(3,871.55)
Taxes & Insurance (Page 3)	11,141.53	11,074.84	66.69	45,546.68	33,224.50	12,322.18
Other Taxes & Insurance (Page 4)	1,818.15	6,271.75	(4,453.60)	7,106.78	18,815.25	(11,708.47)
Other Project Expenses (Page 4)	2,633.94	1,318.32	1,315.62	6,006.26	3,955.00	2,051.26
Total O&M Expenses	\$ 101,552.08	\$ 90,187.27	\$ 11,364.81	\$ 248,577.91	\$ 270,561.75	\$ (21,983.84)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.59	\$.37	\$ 37,676.88	\$ 37,675.75	\$ 1.13
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 1,875.00	\$ 1,875.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	8,625.00	8,625.00	0.00
Total Mortgage & Owner's Exp.	\$ 16,058.96	\$ 16,058.59	\$.37	\$ 48,176.88	\$ 48,175.75	\$ 1.13
Total Project Expenses	\$ 117,611.04	\$ 106,245.86	\$ 11,365.18	\$ 296,754.79	\$ 318,737.50	\$ (21,982.71)
Net Profit (Loss)	\$ (14,936.71)	\$ 1,064.80	\$ (16,001.51)	\$ 8,204.35	\$ 3,194.50	\$ 5,009.85

Gridley Farm Labor 645
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Flow Items:						
Reserve Transfers	\$ (54.88)	\$ 0.00	\$ (54.88)	\$ (228.38)	\$ 0.00	\$ (228.38)
T & I Transfers	53,807.14	0.00	53,807.14	32,583.18	0.00	32,583.18
Operating-MMKT-FFB*	(119.62)	0.00	(119.62)	14,612.55	0.00	14,612.55
Cash - Payroll Control	0.00	0.00	0.00	(13,625.00)	0.00	(13,625.00)
Other Cash Changes	1,544.00	0.00	1,544.00	1,544.00	0.00	1,544.00
Tenants Security Deposits - FLH	(1,523.00)	0.00	(1,523.00)	(328.00)	0.00	(328.00)
Tenant Receivables	1,233.00	0.00	1,233.00	4,077.00	0.00	4,077.00
Other Receivables	(56,615.07)	0.00	(56,615.07)	(40,998.17)	0.00	(40,998.17)
Rental Assistance	5,564.00	0.00	5,564.00	(9,011.00)	0.00	(9,011.00)
Accounts Payable - Trade	42,603.03	0.00	42,603.03	43,127.68	0.00	43,127.68
Accrued Sewer Fees	2,129.58	0.00	2,129.58	7,408.74	0.00	7,408.74
Accrued Property Taxes	2,500.00	0.00	2,500.00	7,500.00	0.00	7,500.00
Accrued Property Taxes	1,499.75	0.00	1,499.75	4,499.25	0.00	4,499.25
Accrued Local Administration Fee	625.00	0.00	625.00	1,875.00	0.00	1,875.00
Total Other Cash Flow Items	\$ 53,192.93	\$ 0.00	\$ 53,192.93	\$ 53,036.85	\$ 0.00	\$ 53,036.85
Net Operating Cash Change	\$ 38,256.22	\$ 1,064.80	\$ 37,191.42	\$ 61,241.20	\$ 3,194.50	\$ 58,046.70

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 39,810.95	\$ 101,052.15	\$ 61,241.20
Operating-MMKT-FFB*	160,948.03	146,335.48	(14,612.55)
FLH Operating Acct TCB**	77,838.00	77,838.00	0.00
FLH Operating Acct-Umpq**	255,643.00	255,643.00	0.00
Cash Transfers	0.00	(1,544.00)	(1,544.00)
Tax & Insurance - FFB	92,559.11	59,756.96	(32,802.15)
Tax & Insurance - MMKT - FFB*	88,183.74	88,402.71	218.97
RD Reserves - FFB	9,057.79	17,696.54	8,638.75
RD Reserves - MMKT - FFB*	60,000.00	60,214.63	214.63
FLH Security Deposits-TCB**	49,340.00	49,340.00	0.00
FLH Reserves-TCB**	364,191.00	364,191.00	0.00
Payables & Receivables:			
Accounts Payable - Trade	0.00	43,127.68	43,127.68
Rents Receivable - Current Tenants	2,593.35	(1,483.65)	(4,077.00)
Allowance for Doubtful Accounts	(60.00)	(60.00)	0.00

Gridley Farm Labor 645
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 7,586.77	\$ 8,652.84	\$ (1,066.07)	\$ 25,802.42	\$ 25,958.50	\$ (156.08)
Janitorial/Cleaning Supplies	0.00	152.66	(152.66)	207.19	458.00	(250.81)
Plumbing Repairs	1,842.90	227.75	1,615.15	2,664.90	683.25	1,981.65
Painting & Decorating	442.58	208.34	234.24	469.25	625.00	(155.75)
Repairs & Maintenance - Supply	256.72	1,597.34	(1,340.62)	3,206.15	4,792.00	(1,585.85)
Repairs & Maintenance - Contract	1,900.00	2,508.09	(608.09)	5,911.60	7,524.25	(1,612.65)
Grounds Maintenance	14,100.00	9,020.00	5,080.00	30,521.43	27,060.00	3,461.43
Pest Control Service	245.00	228.34	16.66	2,940.00	685.00	2,255.00
Fire/Alarm Services	11.21	100.00	(88.79)	23.03	300.00	(276.97)
Security Service	1,999.20	1,900.00	99.20	5,426.40	5,700.00	(273.60)
Repairs & Maintenance - Other	32,655.00	13,225.00	19,430.00	34,825.33	39,675.00	(4,849.67)
Repairs & Maintenance - Flooring	0.00	2,100.00	(2,100.00)	0.00	6,300.00	(6,300.00)
Repairs & Maintenance - Appliance	0.00	1,025.00	(1,025.00)	0.00	3,075.00	(3,075.00)
Repairs & Maintenance - HVAC	0.00	437.50	(437.50)	0.00	1,312.50	(1,312.50)
Repairs & Maintenance - Water Heaters	0.00	283.34	(283.34)	0.00	850.00	(850.00)
HVAC Repairs	1,310.00	428.59	881.41	1,310.00	1,285.75	24.25
Tenant Services	0.00	41.66	(41.66)	300.58	125.00	175.58
Total Maint. & Operating Exp.	\$ 62,349.38	\$ 42,136.45	\$ 20,212.93	\$ 113,608.28	\$ 126,409.25	\$ (12,800.97)
Utilities:						
Electricity	\$ 2,335.93	\$ 2,791.66	\$ (455.73)	\$ 10,158.99	\$ 8,375.00	\$ 1,783.99
Water	0.00	2,916.66	(2,916.66)	803.05	8,750.00	(7,946.95)
Sewer	3,979.45	2,469.59	1,509.86	8,918.61	7,408.75	1,509.86
Heating Fuel/Other	231.89	904.16	(672.27)	481.66	2,712.50	(2,230.84)
Garbage & Trash Removal	1,648.35	2,500.00	(851.65)	6,407.65	7,500.00	(1,092.35)
Total Utilities	\$ 8,195.62	\$ 11,582.07	\$ (3,386.45)	\$ 26,769.96	\$ 34,746.25	\$ (7,976.29)
Administrative:						
Manager's Salary	\$ 7,421.54	\$ 8,789.34	\$ (1,367.80)	\$ 26,091.69	\$ 26,368.00	\$ (276.31)
Management Fees	7,390.00	7,990.00	(600.00)	20,010.00	23,970.00	(3,960.00)
Bad Debt Expense	(64.75)	0.00	(64.75)	130.25	0.00	130.25
Auditing	666.67	666.66	.01	2,000.01	2,000.00	.01
Legal	0.00	208.34	(208.34)	0.00	625.00	(625.00)
Other Administrative Expenses	0.00	149.50	(149.50)	1,308.00	448.50	859.50
Total Administrative Expense	\$ 15,413.46	\$ 17,803.84	\$ (2,390.38)	\$ 49,539.95	\$ 53,411.50	\$ (3,871.55)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 1,499.75	\$ 1,528.09	\$ (28.34)	\$ 4,499.25	\$ 4,584.25	\$ (85.00)
Special Assessments	2,500.00	2,500.00	0.00	19,622.09	7,500.00	12,122.09
Property Insurance	7,141.78	7,046.75	95.03	21,425.34	21,140.25	285.09
Total Taxes & Insurance Expense	\$ 11,141.53	\$ 11,074.84	\$ 66.69	\$ 45,546.68	\$ 33,224.50	\$ 12,322.18

Gridley Farm Labor 645
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,139.24	\$ 1,579.34	\$ (440.10)	\$ 4,807.39	\$ 4,738.00	\$ 69.39
Other Taxes, Fees & Permits	20.34	416.66	(396.32)	20.34	1,250.00	(1,229.66)
Bond Premiums	0.00	106.00	(106.00)	0.00	318.00	(318.00)
Worker's Compensation Insurance	618.57	937.50	(318.93)	2,102.42	2,812.50	(710.08)
Personnel Medical Insurance	40.00	3,232.25	(3,192.25)	176.63	9,696.75	(9,520.12)
Total Other Taxes & Insurance	\$ 1,818.15	\$ 6,271.75	\$ (4,453.60)	\$ 7,106.78	\$ 18,815.25	\$ (11,708.47)
Other Project Expenses						
Telephone & Answering Service	\$ 95.59	\$ 83.84	\$ 11.75	\$ 256.90	\$ 251.50	\$ 5.40
Internet Service	390.32	366.16	24.16	1,559.69	1,098.50	461.19
Advertising	0.00	125.00	(125.00)	519.34	375.00	144.34
Water/Coffee Service	0.00	12.66	(12.66)	23.69	38.00	(14.31)
Office Supplies & Expense	2,128.50	370.16	1,758.34	2,929.06	1,110.50	1,818.56
Postage	0.00	35.34	(35.34)	106.99	106.00	.99
Toner/Copier Expense	19.53	40.16	(20.63)	46.01	120.50	(74.49)
Travel & Promotion	0.00	144.59	(144.59)	152.50	433.75	(281.25)
Training Expense	0.00	104.16	(104.16)	412.08	312.50	99.58
Credit Checking	0.00	36.25	(36.25)	0.00	108.75	(108.75)
Total Other Project Expenses	\$ 2,633.94	\$ 1,318.32	\$ 1,315.62	\$ 6,006.26	\$ 3,955.00	\$ 2,051.26
Mortgage & Owner's Expense						
Mortgage Payment	\$ 12,558.96	\$ 12,558.59	\$.37	\$ 37,676.88	\$ 37,675.75	\$ 1.13
Asset Management Fees	\$ 625.00	\$ 625.00	\$ 0.00	\$ 1,875.00	\$ 1,875.00	\$ 0.00
Transfer - Reserves	2,875.00	2,875.00	0.00	8,625.00	8,625.00	0.00
Total Mortgage & Owner's Exp.	\$ 16,058.96	\$ 16,058.59	\$.37	\$ 48,176.88	\$ 48,175.75	\$ 1.13
Total Expenses	\$ 117,611.04	\$ 106,245.86	\$ 11,365.18	\$ 296,754.79	\$ 318,737.50	\$ (21,982.71)
Reserves	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF STATE FINANCIAL ASSISTANCE
Asset Management and Compliance Branch

651 Bannon Street, 8th Floor
Sacramento, CA 95811
P. O. Box 952054
Sacramento, CA 94252-2054
(916) 263-2771; FAX (916) 263-3393
www.hcd.ca.gov



July 22, 2024

Edward Mayer, Executive Director
Housing Authority of the County of Butte
2039 Forest Ave
Chico, CA 95973

RE: Farmworker Housing Grant Program (FWHG)
Gridley Farm Labor Housing Project: 10-FWHG-7155
2024 Monitoring Report – via email

Dear Edward Mayer:

The Department of Housing and Community Development (HCD) conducted a site visit of the above-referenced project at 850 E. Gridley Road, Gridley on June 26, 2024. The purpose of the visit was to ensure that the management of the project complies with State and Federal regulations.

A "Finding" is a deficiency in performance based on a statute, regulation, guideline, and/or regulatory agreement for which a default may be declared if left uncured. There are **6** Findings as detailed in the attached Monitoring Report. Please submit a written response to all of the "Required Corrective Action" identified in the Monitoring Report within 30 days of the date of this letter.

The Department thanks your staff for their time and assistance extended to HCD during the site visit. If you have any questions, please contact Hung Dang, Occupancy Representative, at (916) 776-7822 or hung.dang@hcd.ca.gov.

Sincerely,

Desiree Jordan

Desiree Jordan, Program Manager
Occupancy Compliance Section

cc: Linda Frazier, CEO – AWI Management Corporation.
Hung Dang, Occupancy Representative - HCD
Jessica Doan, Fiscal Representative - HCD
Mackenna Mendoza, Occupancy Representative – HCD

Enclosure

Attachment 1 – Monitoring Report

Gridley Farm Labor Housing Project, 10-FWHG-7155, is governed by the State of California Health and Safety Code Part 2 of Division 31 and California Code of Regulations Title 25 of Division 1 regarding the State of California FWHG Program. To ensure adherence to the above stated Regulations, a specific Department of Housing and Community Development (HCD) Regulatory Agreement was recorded on January 5, 2012.

The scope of the site visit conducted on June 26, 2024, included examination of the tenant files, unit conditions, property standards (common areas, exterior conditions), and Management Plan and/or Property Management Agreement, and if applicable, verification of Supportive Services.

The project contains a total of 86 units, 86 of which are FWHG-assisted. The following units were selected: #1512-608, 1514-702, 1594-1301, 829-105, 829-409, 1470-505, 1457-1101, 1531-312 & 1537-316. There were **6** Findings.

Finding #1: Tenant Files – Lease Agreement

- Units #1512-608, 1514-702 & 1531-312 – Tenants transferred to new unit but do not have current lease for new unit.

Required Corrective Action – Please provide the following items:

- Units #1512-608, 1514-702 & 1531-312 – Verification of signed FWHG lease and/or addendums by all adults 18 years or older.

Findings #2 through #6: Unit Conditions

- Unit #1531-312 – Window screen by laundry area is broken.
- Unit #1457-1101 –
 - Paint is peeling on the exterior fascia and trims.
 - Ingress/Egress of front door is blocked.
- Unit #1470-505 – Kitchen sink is leaking at the P-trap.
- Unit #829-409 –
 - Rear stove burners are inoperable.
 - Hood fan is inoperable.
 - Bathroom walls and ceiling have mold.
 - Paint is peeling on the exterior of the building.
- Unit #1594-1301 – Paint is peeling on the exterior of the building.

Required Corrective Action – Please provide the following item(s) for all the unit(s) noted under Unit Conditions:

Gridley Farm Labor Housing Project

2024 Monitoring Report

Page 2

- work order(s) identifying the issue(s) for each unit, the date of correction, and signatures from both management and tenant verifying the correction of the issue(s)

Finding #X: Property Standards – Overall Site Condition

- Unit #X –
- Unit #XX –

Required Corrective Action – Please provide the following items:

- Unit #X –
- Unit #XX –

Finding #X: Property Standards – Building Exterior

- Unit #X –
- Unit #XX –

Required Corrective Action – Please provide the following items:

- Unit #X –
- Unit #XX –

Finding #X: Property Standards – Building Systems

- Unit #X –
- Unit #XX –

Required Corrective Action – Please provide the following items:

- Unit #X –
- Unit #XX –

Finding #X: Property Standards – Common Areas

- Unit #X –
- Unit #XX –

Required Corrective Action – Please provide the following items:

- Unit #X –
- Unit #XX –

Finding #X: Management Plan/Property Management Agreement

- Unit #X –
- Unit #XX –

Required Corrective Action – Please provide the following items:

- Unit #X –

July 21, 2024

Department of Housing and Community Development
PO Box 952054
Sacramento, CA 94252-2054

Re: Farmworker Housing Grant (FWHG) Program
Gridley Farm Labor Housing Project: 10-FWHG-7155
2024 Desk Monitoring Report

Dear Desiree;

This is in response to the 2024 Monitoring Report for Gridley Farm Labor Housing Project: 10-FWHG-7155
Attached are the following documents for your review.

Finding #1: Tenant Files – Lease Agreement

- Lease agreements for Units 1512-608, 1514-702 and 1531-312.

Finding #2 through #6: Unit Conditions

- Completed work orders and pictures showing repairs and / or items have been corrected for Units 1531-312, 1457-1101, 1470-505, 829-409 and 1594-1301.
- Estimates for the painting that needs to be done. To be scheduled once approved.

Please let us know if you have any further questions, my direct phone line is 530-745-6226.

Sincerely,



Leona Hughes
Compliance Manager
AWI Management Corporation



DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF STATE FINANCIAL ASSISTANCE
Asset Management and Compliance Branch

651 Bannon Street, 8th Floor
Sacramento, CA 95811
P. O. Box 952054 (916) 263-2771; FAX (916) 263-3393
www.hcd.ca.gov



January 7, 2025

Lawrence Guanzon, Executive Director
Housing Authority of the County of Butte
2039 Forest Ave
Chico, CA 95973

RE: Farmworker Housing Grant Program (FWHG)
Gridley Farm Labor Housing Project: 10-FWHG-7155
2024 Monitoring Report Clearance Letter – via email

Dear Lawrence Guanzon:

The Department of Housing and Community Development (HCD) has reviewed your response to the site visit Findings and have found the submitted documentation to be acceptable.

Thank you for implementing corrective actions for Gridley Farm Labor Housing Project. We wish you continued success in the management of this property. If you have any questions, please contact Hung Dang, Occupancy Representative, at (916) 776-7822, or hung.dang@hcd.ca.gov.

Sincerely,

Desiree Jordan
Desiree Jordan, Program Manager
Occupancy Compliance Section

cc: Linda Frazier, CEO – AWI Management Corporation.
Hung Dang, Occupancy Representative - HCD
Kimberly Spears, Fiscal Representative - HCD
Mackenna Mendoza, Occupancy Representative – HCD

Enclosure

Date: January 10, 2025

MEMO

To: HACB Board of Commissioners

From: Larry Guanzon, Executive Director

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

Bond-Financed

- Alamont Apartments, Chico (30 units, family)
- 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)
- Mayer Commons, Paradise (12 units, family)
- 2131 Fogg Ave, (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 Arrowhead Management's financials for Gridley Springs II.

Alamont Apartments, Chico (30 units, family, RSC) – There was zero (0) vacancy as of the first of December. No turnover occurred during the month and all rents were collected for the month. YTD total monthly income is \$3,043 more than budget, at \$98,499. Total expenses are \$8,480 more than anticipated, bringing the NOI to \$5,437 less than budget, at \$50,249. The turnover expenses come in at \$5,763 more than anticipated with apt cleaning, and turnover repairs & materials being higher than budget. YTD capital improvements are \$4,546 more than anticipated which consists of Flooring, Interior Paint & a new Refrigerator. Owner Distribution YTD totals \$52,449.49.



Alamont Apartments, 811 West East Avenue, Chico

Cordillera/Cameo Apartments, Chico (20 units, family, RSC) - The property had two (2) vacancies as of December but as the first of January both units have been re-rented. There is one 30-day notice to vacate. RSC is in the process of collecting unpaid rents with one unit moving without paying their final month's rent. Total monthly income is slightly higher than budget by \$926 at \$19,939. YTD vacancy loss is more than anticipated at \$2,586. Total Operating Expenses are lower by \$1,753 at \$8,128 with NOI at \$11,811 or \$2,680 more than budget. Owner distribution for the 1st quarter totaled \$4,378.00.



Cordillera Apartments, Cameo Way, Chico

Evanswood Estates Apartments, Oroville (31 units, family, RSC) – There was two (2) vacancies as of December but both units have been re-rented. RSC is collecting the YTD unpaid rents where one household is on a payment plan Total monthly income is \$1,730 less than anticipated, at \$39,070. Vacancy loss for the month came in at \$2,948 more than budget and \$8,412 more YTD compared to budget. Total Monthly Operating Expenses are \$1,117 less than budget, at \$19,084. NOI is \$2,847 less than budget, at \$19,986. There was no owner distribution for the month but YTD totals \$31,243.16

Evanswood Estates Apartments, Oroville Units #21, 25, and 33, tracked separately, were occupied with no unpaid rents. Income is slightly below budget. Expenses are all within or slightly ahead of budget, with expenses being lower than budget. Monthly NOI is \$28 more than budget, at \$1,848. Owner distribution for the month & first quarter totaled \$2,090.80.



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



Lincoln Apartments, 474 East 12th Street, Chico

Lincoln Apartments, Chico (18 units, family, RSC) – Lincoln Apartments had no vacancy as of the first of the month as the month; there is one thirty (30) day notice to vacate. All rents were collected for the month. Total monthly income is ahead of budget by \$962 at \$16,858. Monthly Expenses are under budget by \$1,767, bringing NOI to \$2,730 more than budget at \$11,110. Owner Distribution for the month was \$17,220.00 bringing the total YTD to \$20,373.11. Exterior Rehabilitation including repairs to the upper level walkway and staircases, and painting of the building exterior are in process with the new contractor. HACB and 3rd party property manager (RSC) as well as, the general contractor developed a strategic plan to minimize tenant disturbances during construction. The first and second phases of construction were completed during January of 2025.

Locust Apartments, Chico (10 units, family, RSC) – The property has zero (0) vacancy as of January 1st. All rent was collected for the month. Total income for the month is ahead of budget by \$597 at \$9,219. Total Monthly Expenses are lower than budget by \$1,404, so NOI came in higher than budget by \$2,001, at \$6,301. Owner distribution YTD was \$12,929.92. The majority of bond-funded capital improvements are complete, with replacement of water heaters, range hoods, and GFCI outlets installed.



Locust Apartments, 1519 Locust Street, Chico



Park Place Apartments, 2105 Park Avenue, Oroville

Park Place Apartments, Oroville (40 units, senior, RSC) – The month ended with two (2) vacancies. All rents were paid for the month with the exception of one household who owes a small balance. Monthly Income is slightly lower than budget by \$188 at \$29,726. Monthly Expenses are higher than budget by \$541 at \$13,293; bringing NOI to \$730 less than budget, at \$16,432. Owner Distribution for the month was \$4,022.50 & the same for the quarter. 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 early first quarter in 2025. We are also working with P G & E due to old gas lines having to be replaced at the site. Property easements are being sought in order for P G & E to replace old gas lines. P G & E has agreed to work with the HACB cooperatively as we will be upgrading all sidewalks to ADA compliance.

Other-Owned Properties

Gridley Springs II, Gridley (24 units, Family, Arrowhead Housing) The property has two (2) vacancies as of the 1st of

January. There are no additional 30-day notices. Property management has transitioned to Arrowhead Housing. The

property annual inspections will occur this month and will also be re-inspected in June of 2025. The monthly financials as of this memo was not completed and will be reported next month. Please find Arrowhead’s short narrative, following.



Gridley Springs Apartments II, 210 Ford Avenue, Gridley

Mayer Commons (Kathy Court Apartments), Paradise (12 units, family, RSC) – Exterior work has progressed significantly. The siding and roofing installation are nearly complete, with the painting crew closely following the carpenters. The exterior finish work is expected to be completed by year-end. The Town of Paradise conducted a 4-way inspection during the week of September 16th, where approval to insulate and install drywall was granted. Final completion is scheduled for April, 2025. See additional information under Taylor Gonzalez, Project Manager Construction Report.

2131 Fogg Ave, Oroville (SFH, HACB) – The single-family house is vacant with building demolition completed. *MEASURE N* passed with 58% voter approval by the Oroville jurisdiction. This will now allow the HACB to build the 18-unit Affordable Housing development. The next step is to secure adequate funding. See additional information under Taylor Gonzalez, Project Manager Construction Report.



January 8, 2024

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

RE: December 2024 HACB Monthly Financial Package

Dear Mr. Guanzon:

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

If you have any questions or concerns, please contact Patti or me.

Respectfully,

A handwritten signature in black ink that reads 'Susan Critser'.

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

cc Richard Gillaspie

**1519 Locust Street
December 2024**



Monthly Highlights:

Updates: - Property actuals are exceeding budget for 1st quarter.

Occupancy –

- ✓ Continues at 100%. There were no new notices for the month. The rental potential increased by \$177.00 in December.

Rent Collection –

- ✓ Unit #3 had an outstanding balance of \$160.83 for repairing a hole in the wall. This was paid in January and they now have a zero balance.

Expense Variances –

- ✓ Total Operating Expenses were under budget by 32.49% for the month.

Owner Distributions –

- ✓ The owner distribution for December and the first quarter totaled \$12,929.92.



EXTERIOR PHOTOS

**Alamont Apartments
December 2024**



Monthly Highlights:

Updates: The property is performing according to budget with the exception of water.

Water usage has been higher throughout the year, but in the late fall of 2024, the costs are much higher than in 2023. This is partly attributed to the dry fall season and keeping the irrigation systems operating much later into the year. I've reviewed the December 2024 billing, and Alamont is using less water now that the irrigation systems are turned off for the winter season. In September, during the annual inspections, we found no running toilets or dripping faucets.

Cal Water usage fees were raised by nearly 13% in June 2024 over the rates charged a year earlier in May 2023. Additionally, the monthly flat water meter rates increased by more than 60% in December 2023 over the May 2023 meter rates.

Occupancy –

- ✓ Currently, is 100% at the end of December. Unit #8 gave a 30-day notice to vacate; however, he found a new job in Chico and rescinded his notice.

Rent Collection –

- ✓ All of December's rent has been collected. We have \$1,124.82 in pre-paid rent liability as of December 31.

Expense Variances –

- ✓ The Total Operating Expenses are 8.16% less than projected for the month.

Capital Expenses –

- ✓ No capital improvements for December.

Owner Distributions –

- ✓ The owner distribution for December was \$42,286.15 and at the end of this first quarter totals \$52,449.49.

Cordillera/Cameo Drive Apartments December 2024



Monthly Highlights:

Updates: Cordillera's water usage has been higher throughout the year, and in the late fall of 2024, the costs are much higher than in 2023. This is partly attributed to the dry fall season and keeping the irrigation systems operating much later into the year.

Cal Water usage fees were raised by nearly 13% in June 2024, and monthly flat water meter rates increased by more than 60% in December 2023.

Unit 53-3 is a Behavioral Health unit. The tenant reported bedbugs, so pest control treated the unit, and Behavioral Health paid the invoice.

Occupancy –

- ✓ Currently, we are 100% occupied. Unit 49-4 is on notice to vacate on 01/06/2025.

Rent Collection -

- ✓ Unit 37-3A owes \$100.00 – Behavioral Health will process the rent increase.
- ✓ Unit 53-2 owes \$729.32. – Payment arrangement for carpet repair.
- ✓ Unit 49-4 owes \$1,165.65 – Moving out 1/6 and did not pay final months' rent.

Expense Variances -

- ✓ Total Operating Expenses were less than budgeted for the month by 17.75%.
- ✓ Interior Paint Line Item – More than budget by \$977.70.

Capital Expenses –

- ✓ There was an expense of \$2,633.02 for LVP replacement in unit #41-3.

Owner Distributions –

- ✓ The owner distribution for December and the first quarter totaled \$4,378.00.



Evanswood Estates Apartments December 2024



Monthly Highlights:

Updates—Total Rental Income was affected by December vacancy loss. Outside yards were decorated for the Christmas holiday.

Occupancy—Unit #12 moved in on 12/23/2024, and Unit #16 moved in at the end of December. I am pleased to report we are now 100% occupied.

Rent Collection –

- ✓ #61 still has a balance owed of \$552.85. The tenant is on a monthly payment arrangement of \$75.00 to reimburse the property for holes in the walls we repaired.
- ✓ #71 has a small balance of \$95.25 for a maintenance item.

Expense Variances -

- ✓ Total Operating Expenses were more than budgeted in December 6.22% due to turnover costs and some regular maintenance.

Capital Improvements-

- ✓ No capital improvements this month.

Owner Distributions –

- ✓ The owner distribution for December and the first quarter totaled \$31,243.16.



Evanswood #21, #25, and #33
December 2024



Monthly Highlights:

Updates: The property is performing on budget. In December, concrete grinding was performed to prevent trip and fall hazards.

Occupancy – 100% at the end of December.

Rent Collection – 100% of rent was collected. Rent increases take effect 01/01/2025.

Expense Variances- None

Distributions –The owner distribution for December and the first quarter totaled \$2,090.80.



CONCRETE GRINDING

Mayer Commons December 2024



Monthly Highlights:

Updates: Construction for Mayer Commons continues on schedule, with completion slated for April 2025. Taylor Gonzalez will provide construction updates and photos.

Lincoln Apartments December 2024



Monthly Highlights:

Updates: Phase 2 of the Lincoln relocation plan was completed. Both phases went well. Taylor Gonzalez will provide construction updates and photos.

Occupancy-

- ✓ We ended the month with one vacant unit, #11. We are in the process of preparing for the new tenant. No new notices.

Rent Collection-

- ✓ All tenants paid December rent.

Expense Variances –

- ✓ Resident Manager Expense was slightly over budget due to additional hours for relocation of residents.

Capital Improvements

- ✓ 2020A – Capital Improvements for tenants' relocation payments.

Owner Distributions –

- ✓ The owner distribution for December was \$17,220.00 and at the end of the first quarter total \$20,373.11.



New flooring unit #11

Park Place December 2024

HAPPY
Holidays!

Monthly Highlights:

Updates: The paperwork for the PG&E easement has been completed. In December, there was a holiday event with pies and caroling. The monthly commodities continued this month.

Occupancy—Unit #14 moved in during the month. Unit #2 and Unit #26 were vacated. Both are 1-bedrooms and being marketed at \$827.00 per month.

Rent Collection –

- ✓ Unit #16 has a small balance of \$116.04 .

Expense Variances –

- ✓ Total Operating Expenses for December were over budget by 4.25% due to resident activities, pest control, and turnover expenses.

Capital Improvements –

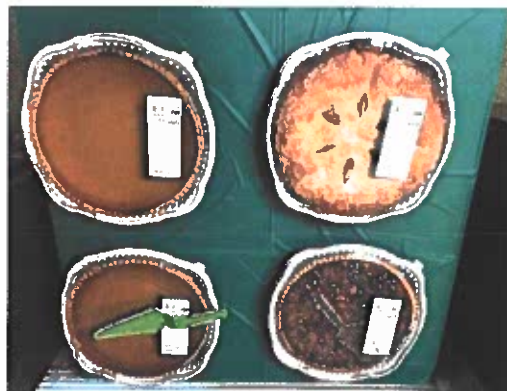
- ✓ We are working on replacing the cement around the office, laundry room, and clubhouse. – PROJECT ON HOLD

Owner Distributions –

- ✓ No owner distribution in December and the total for the first-quarter was \$4,022.50.



COMMODITIES



CHRISTMAS DESSERTS AND CAROLING



VACANT UNIT #2

GRIDLEY SPRINGS 1 & 2

January 2025

Property Status:

1. GSI has 0 vacant units with Zero notices to vacate
2. GSII has 2 vacant unit with Zero notices to vacate.
3. Both properties finished off 2024 strong. There is no deferred maintenance, and no staff changes have taken place so we are anticipating a great 2025.
4. Both properties will have the first annual inspection scheduled for the end of January and then we will re-inspect at the end of June.

Sincerely,

Mac Upshaw

Mac Upshaw

Gridley Springs 2 Budget Comparison December 31, 2024

	Month Ending 12/31/2024				Year to Date 12/31/2024			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Income								
Rental Income								
5120 - Rent Revenue -- Gross Potential	19,768.00	19,768.00	0.00	0.00	59,304.00	59,304.00	0.00	0.00
5180 - Local Section 8 Subsidy Revenue	578.00	233.00	345.00	148.06	1,044.00	699.00	345.00	49.35
5195 - Leases Less than Market	(539.00)	0.00	(539.00)	(100.00)	(3,769.00)	0.00	(3,769.00)	(100.00)
5196 - Leases in Excess of Market	0.00	0.00	0.00	0.00	(12.00)	0.00	(12.00)	(100.00)
Total Rental Income	19,807.00	20,001.00	(194.00)	(0.96)	56,567.00	60,003.00	(3,436.00)	(5.72)
Vacancy, Losses & Concessions								
5220 - Vacancy Loss - Apartments	(1,910.00)	(400.00)	(1,510.00)	(377.50)	(4,583.00)	(1,200.00)	(3,383.00)	(281.91)
Total Vacancy, Losses & Concessions	(1,910.00)	(400.00)	(1,510.00)	(377.50)	(4,583.00)	(1,200.00)	(3,383.00)	(281.91)
Net Rental Income	17,897.00	19,601.00	(1,704.00)	(8.69)	51,984.00	58,803.00	(6,819.00)	(11.59)
Financial Income								
5440 - Interest Revenue -- Replacement Reserve	2.71	0.00	2.71	100.00	8.01	0.00	8.01	100.00
Total Financial Income	2.71	0.00	2.71	100.00	8.01	0.00	8.01	100.00
Other Income								
5910 - Laundry Revenue	20.88	41.00	(20.12)	(49.07)	23.97	123.00	(99.03)	(80.51)
5920 - Tenant Charges (Late Fees, Damages)	7,721.16	208.00	7,513.16	3,612.09	8,143.56	624.00	7,519.56	1,205.05
Total Other Income	7,742.04	249.00	7,493.04	3,009.25	8,167.53	747.00	7,420.53	993.37
Total Income	25,641.75	19,850.00	5,791.75	29.17	60,159.54	59,550.00	609.54	1.02
Expenses								
Administrative Expenses								
6255 - Credit Check Expense	175.62	0.00	(175.62)	(100.00)	175.62	0.00	(175.62)	(100.00)
6311 - Office Supplies	622.02	583.00	(39.02)	(6.69)	1,573.04	1,749.00	175.96	10.06
6320 - Management Fee Expense	990.00	1,080.00	90.00	8.33	3,015.00	3,240.00	225.00	6.94
6330 - Manager Salaries	2,347.69	2,000.00	(347.69)	(17.38)	5,620.09	6,000.00	379.91	6.33
6340 - Legal Expense - Project	770.00	167.00	(603.00)	(361.07)	770.00	501.00	(269.00)	(53.69)
6350 - Audit Expense	0.00	0.00	0.00	0.00	1,150.00	0.00	(1,150.00)	(100.00)
6351 - Bookkeeping Fees/Accounting Services	0.00	25.00	25.00	100.00	0.00	75.00	75.00	100.00
6370 - Bad Debts Expense	14,545.16	0.00	(14,545.16)	(100.00)	14,673.56	0.00	(14,673.56)	(100.00)
6390 - Misc. Administrative Expenses	97.56	0.00	(97.56)	(100.00)	97.56	0.00	(97.56)	(100.00)
7003 - Employee Events	92.45	0.00	(92.45)	(100.00)	92.45	0.00	(92.45)	(100.00)
7004 - Employee Mileage	222.70	0.00	(222.70)	(100.00)	222.70	0.00	(222.70)	(100.00)
7006 - Seminars & Training	20.88	29.00	8.12	28.00	62.64	87.00	24.36	28.00
Total Administrative Expenses	19,884.08	3,884.00	(16,000.08)	(411.94)	27,452.66	11,652.00	(15,800.66)	(135.60)
Marketing Expenses								
6210 - Advertising and Marketing	90.16	21.00	(69.16)	(329.33)	255.16	62.00	(193.16)	(311.54)

Gridley Springs 2 Budget Comparison December 31, 2024

	Month Ending 12/31/2024				Year to Date 12/31/2024			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Total Marketing Expenses	90.16	21.00	(69.16)	(329.33)	255.16	62.00	(193.16)	(311.54)
Utilities								
6450 - Electricity	394.57	310.00	(84.57)	(27.28)	898.45	930.00	31.55	3.39
6451 - Water	611.12	500.00	(111.12)	(22.22)	2,036.88	1,500.00	(536.88)	(35.79)
6452 - Gas	171.57	68.00	(103.57)	(152.30)	342.15	204.00	(138.15)	(67.72)
6453 - Sewer	845.04	820.00	(25.04)	(3.05)	2,535.19	2,460.00	(75.19)	(3.05)
Total Utilities	2,022.30	1,698.00	(324.30)	(19.09)	5,812.67	5,094.00	(718.67)	(14.10)
Operating & Maintenance Expenses								
6512 - Maintenance Salaries	2,287.04	2,000.00	(287.04)	(14.35)	5,659.26	6,000.00	340.74	5.67
6515 - Supplies - Maint. & Repairs	2,289.77	1,917.00	(372.77)	(19.44)	3,674.51	5,749.00	2,074.49	36.08
6520 - Contracts - Maint. & Repairs	3,575.64	1,666.00	(1,909.64)	(114.62)	17,514.64	4,998.00	(12,516.64)	(250.43)
6525 - Garbage & Trash Removal	1,029.62	566.00	(463.62)	(81.91)	2,188.86	1,698.00	(490.86)	(28.90)
6546 - Repairs - HVAC Repairs & Maintenance	99.00	500.00	401.00	80.20	777.00	1,500.00	723.00	48.20
6590 - Misc. Operating & Maint Expenses	0.00	898.00	898.00	100.00	0.00	2,694.00	2,694.00	100.00
Total Operating & Maintenance Expenses	9,281.07	7,547.00	(1,734.07)	(22.97)	29,814.27	22,639.00	(7,175.27)	(31.69)
Taxes & Insurance								
6711 - Payroll Taxes	528.51	418.16	(110.35)	(26.38)	1,026.84	1,254.48	227.64	18.14
6720 - Property & Liability Insurance (Hazard)	0.00	0.00	0.00	0.00	5,848.52	4,000.00	(1,848.52)	(46.21)
6722 - Workers Compensation Ins	520.99	296.66	(224.33)	(75.61)	1,042.23	889.98	(152.25)	(17.10)
6723 - Health Insurance and Other Employee Benefits	875.69	496.00	(379.69)	(76.55)	2,626.89	1,488.00	(1,138.89)	(76.53)
Total Taxes & Insurance	1,925.19	1,210.82	(714.37)	(58.99)	10,544.48	7,632.46	(2,912.02)	(38.15)
Total Operating Expenses	33,202.80	14,360.82	(18,841.98)	(131.20)	73,879.24	47,079.46	(26,799.78)	(56.92)
Net Operating Income (Loss)	(7,561.05)	5,489.18	(13,050.23)	(237.74)	(13,719.70)	12,470.54	(26,190.24)	(210.01)
Net Income (Loss)	(7,561.05)	5,489.18	(13,050.23)	(237.74)	(13,719.70)	12,470.54	(26,190.24)	(210.01)

MEMO

Date: January 10, 2025

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 (8) vacancies as of the 1st of January. There are two thirty (30) day notices to vacate. Several of the current vacancies are attributed to non-payment of rent. Increased vacancies were anticipated with lease up of the new tax-credit subsidized properties in the area. AWI has increased their marketing to address the dynamic and loss. AWI details current turnover status in the monthly narrative following, as well as upcoming notices. A total of (11) exterior building balconies were upgraded and rebuilt by year-end. The expense to rebuild the balconies will come out of property operating and reserves. Annual tree trimming and gutter cleaning occurred at the end of December of 2024. Parking lot bids to repair/replace sections of asphalt have been obtained and work will be completed weather permitting. Monthly income is slightly above budget by \$207 compared to budget, at \$69,731, with total expenses \$59,969 more than budget at \$123,352. The increase cost under maintenance & repairs consisted of eleven (11) balconies being rebuilt within the property from the old “grape stake balcony” to a solid enclosed balcony, (please see photos within the AWI narratives). Total cost came at \$51,865 or an average cost of \$4,715.00 per balcony. Net income is \$53,620 less than budget, at a negative \$53,620 due to the cost of the previously mentioned balconies being paid through property operations. Current Reserve Balance is \$525,019.75 The property is subject to repositioning, involving refinancing, capital improvements, and replacements. Please find AWI’s monthly narrative and financials for your review.



Chico Commons Apartments, 2071 Amanda Way, Chico



Walker Commons Apartments, 678 Buttonwillow Lane, Chico

Walker Commons Apartments, Chico (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property has two (2) vacancies as of January 1st with pending applications. There are no thirty (30) day notices to vacate as of this memo. Residents and staff have continued to partner to create monthly activities supporting all residents, such as donut and ice cream socials, Holiday luncheons, and ornament decorations. Monthly income is higher than budget by approximately \$3,775 with overall expenses higher than anticipated by \$40,996, bringing the property's Net Profit to \$37,220 less than budget, at a negative \$35,116. The following was paid out of property operations for the month repairs and painting of the clubhouse two (2) pergolas and the east & west clubhouse exterior siding. Secondly, the exterior painting of the building's unit front siding, beams, fascia's, and posts are being painted but has yet to be finished due to the past weather. Total Property Reserves balance is \$677,621.70. Bids are being collected for elimination of trip hazards, and gutters/downspout replacement. Tree Trimming & Path-Lighting are also being planned. The property is subject to repositioning, involving refinance, capital improvements and replacements. The property generates significant cash, which will help with anticipated renovations. Please find the AWI monthly owners report following.



Walker Commons Apartments, Chico - Community Room Building



1200 Park Avenue - Street Entry

1200 Park Avenue Apartments, Chico (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – There are eight (8) vacancies as of January 1st. A total of one new move-in occurred in the past month with one moveout. AWI reviews the turnover and market ready status of these 8 units in their report, following. There are no additional 30-day notices. Any unpaid rents are also being collected. AWI is processing applications and preparing the units for lease. Marketing efforts, including flyers have increased due to vacancies; many fixed-extremely low-

income applicants on the waiting lists have insufficient income to pay the 50-60% AMI rents. Bids are being sought for “sun” damaged or frayed window screens throughout the property. Landscaping needs are being addressed. CAA Food Distribution is on-going. North Valley Catholic Social Services and others are continuing to be contacted to provide activities for property residents. The residents and AWI staff continue to calendar events - monthly bingo and birthdays are celebrated. Usage of the conference room for an “art class” is scheduled every Thursday. Butte County Library is serving property residents. AWI has inserted resident event photos of the last resident social event for your review within their monthly narrative. A Holiday luncheon also was well attended this past month. YTD income is down by \$50,030, at \$1,054,789.64 due to not being able to increase rents to maximum allowed by tax-credit regulation, because of State and local rent restrictions, as well as vacancy loss being \$13,756 more than anticipated. YTD expenses come in at \$1,000,612, or \$47,270 less than budget. This brought the net profit YTD to \$2,760 less than budget at \$54,176. Total Reserve balance is \$395,488.69. The property is

subject to repositioning, involving refinancing and capital improvements.

Please find AWI's monthly financials following.



1200 Park Avenue Apartments, Inner Courtyard view

Chico Commons Apartments December 2024



Separate *Variance Report* explaining budget differences and expenditures.
The current reserve balance is \$525,019.75.

Updates:

Chico Commons has 8 vacancies as of 12/31/24. There was 1 move-in and no move-outs in the month of December. Several of the current vacancies are attributed to non-payment of rent.

Vacancies:

- **Unit 6:** (Vacated for non-payment to avoid eviction). Unit is market ready. **Applicant in process.**
- **Unit 16:** (Termination for non-payment) Unit close to market ready. Pending detail cleaning only.
- **Unit 47:** (Termination for non-payment) Major repairs needed, flooring, cabinets, cleaning. Collecting bids for the cabinets.
- **Unit 13:** (Personal) Unit is market ready.
- **Unit 46:** (Notice to vacate) Major repairs and full paint.
- **Unit 43:** (Personal) Minor repairs and painting.
- **Unit 26:** (Personal) Mirror repairs and painting.
- **Unit 49:** (Termination for non-payment) Major repairs and full paint.



Upcoming Vacancies:

- **Unit 59:** Termination for non-payment. Lock-out scheduled for 1/8/25 @1:20pm.
- **Unit 23:** Termination for criminal activity. Stipulation to vacate January 5th

Management continues advertising via: flyers, signage and resident referrals.

Annual tree trimming and gutter cleaning were completed in December.

The site is fully staffed and all are working hard to recruit applicants and turn units.

11 balconies were replaced as part of the year end work for 2024.

Patio Photos:



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



AWI Management Corporation is an Equal Opportunity provider.

Chico Commons 549
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 76,706.00	\$ 73,639.00	\$ 3,067.00	\$ 924,197.00	\$ 883,668.00	\$ 40,529.00
Vacancies	\$ (6,714.00)	\$ (4,418.34)	\$ (2,295.66)	\$ (99,251.00)	\$ (53,020.00)	\$ (46,231.00)
Rent Adjustments	0.00	(245.84)	245.84	(1,213.40)	(2,950.00)	1,736.60
Manager's Unit	(1,024.00)	(1,024.00)	0.00	(12,229.00)	(12,288.00)	59.00
Total Tenant Rent	\$ 68,968.00	\$ 67,950.82	\$ 1,017.18	\$ 811,503.60	\$ 815,410.00	\$ (3,906.40)
Other Project Income:						
Laundry Income	\$ 0.00	\$ 872.66	\$ (872.66)	\$ 2,863.68	\$ 10,472.00	\$ (7,608.32)
Interest Income	50.62	7.25	43.37	1,544.85	87.00	1,457.85
Restricted Reserve Interest Incom	422.72	0.00	422.72	4,571.95	0.00	4,571.95
Late Charges	553.00	271.09	281.91	3,196.22	3,253.00	(56.78)
Other Tenant Income	(263.00)	422.25	(685.25)	10,004.75	5,067.00	4,937.75
Miscellaneous Income	0.00	0.00	0.00	383.99	0.00	383.99
Other Project Income	\$ 763.34	\$ 1,573.25	\$ (809.91)	\$ 22,565.44	\$ 18,879.00	\$ 3,686.44
Total Project Income	\$ 69,731.34	\$ 69,524.07	\$ 207.27	\$ 834,069.04	\$ 834,289.00	\$ (219.96)
Project Expenses:						
Maint. & Oper. Exp. (Page 3)	\$ 83,557.12	\$ 25,595.68	\$ 57,961.44	\$ 354,531.98	\$ 307,148.00	\$ 47,383.98
Utilities (Page 3)	9,812.56	10,830.25	(1,017.69)	99,670.38	129,963.00	(30,292.62)
Administrative (Page 3)	16,849.26	12,465.50	4,383.76	145,073.26	149,586.00	(4,512.74)
Taxes & Insurance (Page 3)	3,425.58	3,084.82	340.76	43,399.80	37,018.00	6,381.80
Other Taxes & Insurance (Page 4)	1,114.96	3,410.00	(2,295.04)	17,313.53	40,920.00	(23,606.47)
Other Project Expenses (Page 4)	2,408.47	1,812.23	596.24	15,021.16	21,747.00	(6,725.84)
Total O&M Expenses	\$ 117,167.95	\$ 57,198.48	\$ 59,969.47	\$ 675,010.11	\$ 686,382.00	\$ (11,371.89)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 2,604.17	\$ 2,604.16	\$.01	\$ 31,250.04	\$ 31,250.00	\$.04
Reporting / Partner Management F	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 12,960.00	\$ 12,960.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	30,000.00	30,000.00	0.00
Total Mortgage & Owner's Exp.	\$ 6,184.17	\$ 6,184.16	\$.01	\$ 74,210.04	\$ 74,210.00	\$.04
Total Project Expenses	\$ 123,352.12	\$ 63,382.64	\$ 59,969.48	\$ 749,220.15	\$ 760,592.00	\$ (11,371.85)
Net Profit (Loss)	\$ (53,620.78)	\$ 6,141.43	\$ (59,762.21)	\$ 84,848.89	\$ 73,697.00	\$ 11,151.89

Chico Commons 549
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Flow Items:						
Reserve Transfers	\$ (422.72)	\$ 0.00	\$ (422.72)	\$ (87,571.95)	\$ 0.00	\$ (87,571.95)
T & I Transfers	(3,212.18)	0.00	(3,212.18)	(37,497.77)	0.00	(37,497.77)
Operating - MMKT- FFB*	(60,023.94)	0.00	(60,023.94)	146,697.56	0.00	146,697.56
Security Deposits Held	(650.00)	0.00	(650.00)	(3,185.00)	0.00	(3,185.00)
Authorized Reserve - Other	0.00	(8,087.50)	8,087.50	(17,000.00)	(97,050.00)	80,050.00
Tenant Receivables	(276.94)	0.00	(276.94)	(5,880.80)	0.00	(5,880.80)
Other Receivables	4,150.58	0.00	4,150.58	50,254.85	0.00	50,254.85
Furniture and Equipment	0.00	0.00	0.00	(357.21)	0.00	(357.21)
Accounts Payable - Trade	66,766.34	0.00	66,766.34	35,308.86	0.00	35,308.86
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	.04	0.00	.04
Partner's Equity	0.00	0.00	0.00	(76,798.00)	0.00	(76,798.00)
Total Other Cash Flow Items	\$ 8,935.31	\$ (8,087.50)	\$ 17,022.81	\$ 3,970.58	\$ (97,050.00)	\$ 101,020.58
Net Operating Cash Change	<u>\$ (44,685.47)</u>	<u>\$ (1,946.07)</u>	<u>\$ (42,739.40)</u>	<u>\$ 88,819.47</u>	<u>\$ (23,353.00)</u>	<u>\$ 112,172.47</u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 11,486.39	\$ 100,305.86	\$ 88,819.47
Operating - MMKT- FFB*	235,996.02	89,298.46	(146,697.56)
Tax & Insurance-FFB	31,796.70	69,294.47	37,497.77
Security Deposit - FFB	44,775.00	44,775.00	0.00
Reserve Acct-FFB	46,082.80	16,375.41	(29,707.39)
Reserve Acct - MMKT - FFB*	361,365.00	508,644.34	147,279.34
Payables & Receivables:			
Accounts Payable - Trade	24,216.07	59,524.93	35,308.86
Rents Receivable - Current Tenants	17,720.84	21,205.01	3,484.17
Allowance for Doubtful Accounts	(2,666.60)	(2,407.61)	258.99
Other Tenant Charges Receivable	2,090.73	4,228.37	2,137.64

Chico Commons 549
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 5,397.70	\$ 6,044.16	\$ (646.46)	\$ 64,133.00	\$ 72,530.00	\$ (8,397.00)
Janitorial/Cleaning Supplies	105.26	137.34	(32.08)	1,037.63	1,648.00	(610.37)
Plumbing Repairs	0.00	468.16	(468.16)	4,138.80	5,618.00	(1,479.20)
Painting & Decorating	0.00	508.16	(508.16)	8,296.13	6,098.00	2,198.13
Repairs & Maintenance - Supply	1,800.40	3,707.09	(1,906.69)	31,799.11	44,485.00	(12,685.89)
Repairs & Maintenance - Contract	2,449.80	1,727.66	722.14	33,807.48	20,732.00	13,075.48
Grounds Maintenance	17,550.00	2,008.34	15,541.66	39,665.00	24,100.00	15,565.00
Pest Control Service	150.00	746.09	(596.09)	9,635.00	8,953.00	682.00
Fire/Alarm Services	166.38	740.00	(573.62)	4,311.35	8,880.00	(4,568.65)
Capital Improvements - Other	51,865.00	5,209.50	46,655.50	85,976.90	62,514.00	23,462.90
Capital Improvements - Flooring	2,524.49	2,433.34	91.15	24,262.03	29,200.00	(4,937.97)
Capital Improvements - Appliances	1,168.09	858.34	309.75	22,389.41	10,300.00	12,089.41
Capital Improvements - HVAC Repl.	0.00	0.00	0.00	8,520.46	0.00	8,520.46
Carpet Cleaning	0.00	66.25	(66.25)	826.98	795.00	31.98
HVAC Repairs	380.00	820.00	(440.00)	14,616.00	9,840.00	4,776.00
Cable Service	0.00	79.59	(79.59)	1,116.70	955.00	161.70
Tenant Services	0.00	41.66	(41.66)	0.00	500.00	(500.00)
Total Maint. & Operating Exp.	\$ 83,557.12	\$ 25,595.68	\$ 57,961.44	\$ 354,531.98	\$ 307,148.00	\$ 47,383.98
Utilities:						
Electricity	\$ 956.09	\$ 879.91	\$ 76.18	\$ 10,626.19	\$ 10,559.00	\$ 67.19
Water	1,624.30	2,754.84	(1,130.54)	26,606.21	33,058.00	(6,451.79)
Sewer	1,585.29	2,746.59	(1,161.30)	21,736.97	32,959.00	(11,222.03)
Heating Fuel/Other	1,373.08	1,933.91	(560.83)	15,516.29	23,207.00	(7,690.71)
Garbage & Trash Removal	4,273.80	2,515.00	1,758.80	25,184.72	30,180.00	(4,995.28)
Total Utilities	\$ 9,812.56	\$ 10,830.25	\$ (1,017.69)	\$ 99,670.38	\$ 129,963.00	\$ (30,292.62)
Administrative:						
Manager's Salary	\$ 4,003.76	\$ 5,865.66	\$ (1,861.90)	\$ 50,907.55	\$ 70,388.00	\$ (19,480.45)
Management Fees	3,816.00	3,816.00	0.00	45,792.00	45,792.00	0.00
Bad Debt Expense	6,617.00	1,269.25	5,347.75	33,501.09	15,231.00	18,270.09
Auditing	725.00	666.66	58.34	8,291.69	8,000.00	291.69
Legal	1,687.50	833.34	854.16	6,580.93	10,000.00	(3,419.07)
Other Administrative Expenses	0.00	14.59	(14.59)	0.00	175.00	(175.00)
Total Administrative Expense	\$ 16,849.26	\$ 12,465.50	\$ 4,383.76	\$ 145,073.26	\$ 149,586.00	\$ (4,512.74)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 92.66	\$ (92.66)	\$ 0.00	\$ 1,112.00	\$ (1,112.00)
Special Assessments	0.00	0.00	0.00	970.64	0.00	970.64
Property Insurance	3,425.58	2,992.16	433.42	42,429.16	35,906.00	6,523.16
Total Taxes & Insurance Expense	\$ 3,425.58	\$ 3,084.82	\$ 340.76	\$ 43,399.80	\$ 37,018.00	\$ 6,381.80

Chico Commons 549
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Taxes & Insurance:						
Payroll Taxes	\$ 714.61	\$ 1,069.75	\$ (355.14)	\$ 10,341.55	\$ 12,837.00	\$ (2,495.45)
Other Taxes, Fees & Permits	13.44	192.00	(178.56)	1,202.05	2,304.00	(1,101.95)
Bond Premiums	0.00	32.25	(32.25)	377.00	387.00	(10.00)
Worker's Compensation Insurance	382.93	643.75	(260.82)	4,661.87	7,725.00	(3,063.13)
Personnel Medical Insurance	3.98	1,472.25	(1,468.27)	731.06	17,667.00	(16,935.94)
Total Other Taxes & Insurance	\$ 1,114.96	\$ 3,410.00	\$ (2,295.04)	\$ 17,313.53	\$ 40,920.00	\$ (23,606.47)
Other Project Expenses						
Telephone & Answering Service	\$ 104.45	\$ 226.00	\$ (121.55)	\$ 2,835.26	\$ 2,712.00	\$ 123.26
Internet Service	0.00	271.50	(271.50)	1,738.20	3,258.00	(1,519.80)
Advertising	0.00	54.16	(54.16)	20.00	650.00	(630.00)
Water/Coffee Service	51.95	0.00	51.95	346.72	0.00	346.72
Office Supplies & Expense	2,005.42	245.91	1,759.51	5,587.10	2,951.00	2,636.10
Postage	48.77	88.75	(39.98)	954.41	1,065.00	(110.59)
Toner/Copier Expense	183.72	188.09	(4.37)	1,529.56	2,257.00	(727.44)
Office Furniture & Equipment Expense	0.00	500.00	(500.00)	116.36	6,000.00	(5,883.64)
Travel & Promotion	10.88	70.91	(60.03)	450.49	851.00	(400.51)
Training Expense	0.00	66.91	(66.91)	619.56	803.00	(183.44)
Credit Checking	3.28	100.00	(96.72)	823.50	1,200.00	(376.50)
Total Other Project Expenses	\$ 2,408.47	\$ 1,812.23	\$ 596.24	\$ 15,021.16	\$ 21,747.00	\$ (6,725.84)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 2,604.17	\$ 2,604.16	\$.01	\$ 31,250.04	\$ 31,250.00	\$.04
Reporting / Partner Management Fee	\$ 1,080.00	\$ 1,080.00	\$ 0.00	\$ 12,960.00	\$ 12,960.00	\$ 0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	30,000.00	30,000.00	0.00
Total Mortgage & Owner's Exp.	\$ 6,184.17	\$ 6,184.16	\$.01	\$ 74,210.04	\$ 74,210.00	\$.04
Total Expenses	\$ 123,352.12	\$ 63,382.64	\$ 59,969.48	\$ 749,220.15	\$ 760,592.00	\$ (11,371.85)
Reserves						
Authorized Reserve - Other	\$ 0.00	\$ 8,087.50	\$ (8,087.50)	\$ 17,000.00	\$ 97,050.00	\$ (80,050.00)
	\$ 0.00	\$ 8,087.50	\$ (8,087.50)	\$ 17,000.00	\$ 97,050.00	\$ (80,050.00)

Walker Commons December 2024



Separate *Variance Report* explaining budget differences and expenditures.

**The current reserve balance is \$677,621.70.

Updates:

Walker Commons currently has two vacancies with applications in process for both.

Unit Turns:

- **#10:** Market ready, Applicant close to an approval.
- **#27:** Nearly market ready – needs light cleaning, Working up applicants.

Events:

- The property holds a donut and ice cream social event each Friday. The residents look forward to the time to socialize with neighbors and enjoy a treat.
- On the 13th staff held an ornament decoration event for the residents.
- On the 24th there was a small holiday luncheon for the residents.

Year End Projects:

- The clubhouse and pergola repairs and painting is wrapping up.
- Painting of the unit fronts, beams and post is over hallway complete.



Photos:



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



AWI Management Corporation is an Equal Opportunity provider.

Walker Commons 550
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 35,552.00	\$ 40,042.50	\$ (4,490.50)	\$ 486,872.00	\$ 480,510.00	\$ 6,362.00
Private Subsidy Income	\$ 7,682.00	\$ 0.00	\$ 7,682.00	\$ 38,252.00	\$ 0.00	\$ 38,252.00
Vacancies	(1,270.00)	(1,201.25)	(68.75)	(7,904.00)	(14,415.00)	6,511.00
Rent Adjustments	0.00	(18.00)	18.00	(402.00)	(216.00)	(186.00)
Manager's Unit	(775.00)	(775.00)	0.00	(9,253.00)	(9,300.00)	47.00
Total Tenant Rent	\$ 41,189.00	\$ 38,048.25	\$ 3,140.75	\$ 507,565.00	\$ 456,579.00	\$ 50,986.00
Other Project Income:						
Laundry Income	\$ 348.62	\$ 271.84	\$ 76.78	\$ 3,800.18	\$ 3,262.00	\$ 538.18
Interest Income	135.91	6.09	129.82	2,165.98	73.00	2,092.98
Restricted Reserve Interest Income	531.52	0.00	531.52	5,907.05	0.00	5,907.05
Late Charges	25.00	4.16	20.84	709.92	50.00	659.92
Application Fees	0.00	0.00	0.00	25.00	0.00	25.00
Other Tenant Income	0.00	123.75	(123.75)	(14.59)	1,485.00	(1,499.59)
Miscellaneous Income	0.00	0.00	0.00	1,107.91	0.00	1,107.91
Other Project Income	\$ 1,041.05	\$ 405.84	\$ 635.21	\$ 13,701.45	\$ 4,870.00	\$ 8,831.45
Total Project Income	\$ 42,230.05	\$ 38,454.09	\$ 3,775.96	\$ 521,266.45	\$ 461,449.00	\$ 59,817.45
Project Expenses:						
Maint. & Oper. Exp. (Page 3)	\$ 55,968.00	\$ 13,977.72	\$ 41,990.28	\$ 180,928.73	\$ 167,732.00	\$ 13,196.73
Utilities (Page 3)	3,951.97	4,880.59	(928.62)	33,044.24	58,567.00	(25,522.76)
Administrative (Page 3)	7,199.45	8,165.34	(965.89)	86,703.86	97,984.00	(11,280.14)
Taxes & Insurance (Page 3)	2,113.67	1,948.93	164.74	26,370.31	23,387.00	2,983.31
Other Taxes & Insurance (Page 4)	2,916.29	3,485.34	(569.05)	34,146.97	41,824.00	(7,677.03)
Other Project Expenses (Page 4)	2,388.38	1,083.75	1,304.63	11,723.52	13,005.00	(1,281.48)
Total O&M Expenses	\$ 74,537.76	\$ 33,541.67	\$ 40,996.09	\$ 372,917.63	\$ 402,499.00	\$ (29,581.37)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 15,000.00	\$ 15,000.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 7,500.00	\$ 7,500.00	\$ 0.00
Transfer - Reserves	933.34	933.34	0.00	11,200.08	11,200.00	.08
Total Mortgage & Owner's Exp.	\$ 2,808.34	\$ 2,808.34	\$ 0.00	\$ 33,700.08	\$ 33,700.00	\$.08
Total Project Expenses	\$ 77,346.10	\$ 36,350.01	\$ 40,996.09	\$ 406,617.71	\$ 436,199.00	\$ (29,581.29)
Net Profit (Loss)	\$ (35,116.05)	\$ 2,104.08	\$ (37,220.13)	\$ 114,648.74	\$ 25,250.00	\$ 89,398.74

Walker Commons 550
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Flow Items:						
Reserve Transfers	\$ (531.52)	\$ 0.00	\$ (531.52)	\$ (105,907.05)	\$ 0.00	\$ (105,907.05)
T & I Transfers	(2,136.51)	0.00	(2,136.51)	(24,892.15)	0.00	(24,892.15)
Operating - MMKT- FFB*	(113.07)	0.00	(113.07)	118,055.81	0.00	118,055.81
Other Cash Changes	0.00	0.00	0.00	(1.66)	0.00	(1.66)
Security Deposits Held	0.00	0.00	0.00	720.00	0.00	720.00
Authorized Reserve - Other	0.00	(3,583.34)	3,583.34	0.00	(43,000.00)	43,000.00
Authorized Reserve - Appliances	(1,757.06)	0.00	(1,757.06)	(1,757.06)	0.00	(1,757.06)
Tenant Receivables	(131.00)	0.00	(131.00)	(2,397.74)	0.00	(2,397.74)
Other Receivables	2,780.34	0.00	2,780.34	33,857.35	0.00	33,857.35
Accounts Payable - Trade	18,708.95	0.00	18,708.95	(3,332.87)	0.00	(3,332.87)
Accounts Payable Other	0.00	0.00	0.00	(2,428.00)	0.00	(2,428.00)
Accrued Interest - City of Chico	1,250.00	0.00	1,250.00	(48,269.00)	0.00	(48,269.00)
Accrued Partnership Fees	625.00	0.00	625.00	(7,500.00)	0.00	(7,500.00)
Partner's Equity	0.00	0.00	0.00	(42,967.00)	0.00	(42,967.00)
Total Other Cash Flow Items	\$ 18,695.13	\$ (3,583.34)	\$ 22,278.47	\$ (86,819.37)	\$ (43,000.00)	\$ (43,819.37)
Net Operating Cash Change	\$ (16,420.92)	\$ (1,479.26)	\$ (14,941.66)	\$ 27,829.37	\$ (17,750.00)	\$ 45,579.37
Cash Accounts	End Balance 1 Year Ago	Current Balance	Change			
Operating-FFB	\$ 64,428.37	\$ 92,257.74	\$ 27,829.37			
Operating - MMKT- FFB*	256,384.62	138,328.81	(118,055.81)			
Tax & Insurance - FFB	33,586.56	58,478.71	24,892.15			
Security Deposit - FFB	21,230.00	21,230.00	0.00			
Reserve Acct - FFB	42,300.28	53,777.13	11,476.85			
Reserve Acct MMKT-FFB*	518,214.29	623,844.57	105,630.28			
Payables & Receivables:						
Accounts Payable - Trade	14,547.69	11,214.82	(3,332.87)			
Rents Receivable - Current Tenants	(574.00)	1,832.74	2,406.74			
Other Tenant Charges Receivable	226.00	217.00	(9.00)			

Walker Commons 550
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 3,272.78	\$ 4,134.59	\$ (861.81)	\$ 42,863.12	\$ 49,615.00	\$ (6,751.88)
Janitorial/Cleaning Supplies	0.00	110.59	(110.59)	1,798.10	1,327.00	471.10
Plumbing Repairs	254.67	375.00	(120.33)	2,632.33	4,500.00	(1,867.67)
Painting & Decorating	312.87	461.25	(148.38)	1,342.26	5,535.00	(4,192.74)
Repairs & Maintenance - Supply	2,432.86	1,089.09	1,343.77	20,083.82	13,069.00	7,014.82
Repairs & Maintenance - Contract	1,923.98	1,250.00	673.98	12,748.16	15,000.00	(2,251.84)
Grounds Maintenance	5,650.00	2,008.34	3,641.66	26,130.00	24,100.00	2,030.00
Pest Control Service	2,427.00	333.34	2,093.66	5,658.00	4,000.00	1,658.00
Fire/Alarm Services	0.00	276.75	(276.75)	2,338.01	3,321.00	(982.99)
Capital Improvements - Other	35,205.50	3,371.34	31,834.16	37,094.91	40,456.00	(3,361.09)
Capital Improvements - Flooring	0.00	0.00	0.00	7,491.13	0.00	7,491.13
Capital Improvements - Appliances	0.00	0.00	0.00	8,055.73	0.00	8,055.73
Capital Improvements - HVAC Repl.	4,291.69	0.00	4,291.69	10,164.86	0.00	10,164.86
Carpet Cleaning	0.00	70.84	(70.84)	0.00	850.00	(850.00)
HVAC Repairs	0.00	200.00	(200.00)	199.00	2,400.00	(2,201.00)
Cable Service	109.65	96.59	13.06	1,193.05	1,159.00	34.05
Tenant Services	87.00	200.00	(113.00)	1,136.25	2,400.00	(1,263.75)
Total Maint. & Operating Exp.	\$ 55,968.00	\$ 13,977.72	\$ 41,990.28	\$ 180,928.73	\$ 167,732.00	\$ 13,196.73
Utilities:						
Electricity	\$ 642.80	\$ 779.84	\$ (137.04)	\$ 8,304.25	\$ 9,358.00	\$ (1,053.75)
Water	570.31	775.00	(204.69)	6,056.47	9,300.00	(3,243.53)
Sewer	879.34	2,178.91	(1,299.57)	10,206.64	26,147.00	(15,940.36)
Heating Fuel/Other	174.32	386.59	(212.27)	1,451.01	4,639.00	(3,187.99)
Garbage & Trash Removal	1,685.20	760.25	924.95	7,025.87	9,123.00	(2,097.13)
Total Utilities	\$ 3,951.97	\$ 4,880.59	\$ (928.62)	\$ 33,044.24	\$ 58,567.00	\$ (25,522.76)
Administrative:						
Manager's Salary	\$ 3,564.78	\$ 4,134.59	\$ (569.81)	\$ 41,047.89	\$ 49,615.00	\$ (8,567.11)
Management Fees	2,968.00	2,968.00	0.00	35,616.00	35,616.00	0.00
Bad Debt Expense	0.00	208.34	(208.34)	2,034.00	2,500.00	(466.00)
Auditing	666.67	666.66	.01	8,000.04	8,000.00	.04
Legal	0.00	171.09	(171.09)	5.93	2,053.00	(2,047.07)
Other Administrative Expenses	0.00	16.66	(16.66)	0.00	200.00	(200.00)
Total Administrative Expense	\$ 7,199.45	\$ 8,165.34	\$ (965.89)	\$ 86,703.86	\$ 97,984.00	\$ (11,280.14)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 12.59	\$ (12.59)	\$ 0.00	\$ 151.00	\$ (151.00)
Special Assessments	0.00	0.00	0.00	151.00	0.00	151.00
Property Insurance	2,113.67	1,936.34	177.33	26,219.31	23,236.00	2,983.31
Total Taxes & Insurance Expense	\$ 2,113.67	\$ 1,948.93	\$ 164.74	\$ 26,370.31	\$ 23,387.00	\$ 2,983.31

Walker Commons 550
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Taxes & Insurance:						
Payroll Taxes	\$ 488.41	\$ 751.59	\$ (263.18)	\$ 7,189.00	\$ 9,019.00	\$ (1,830.00)
Other Taxes, Fees & Permits	10.45	295.91	(285.46)	1,069.08	3,551.00	(2,481.92)
Bond Premiums	0.00	25.09	(25.09)	291.00	301.00	(10.00)
Worker's Compensation Insurance	277.89	449.84	(171.95)	3,408.14	5,398.00	(1,989.86)
Personnel Medical Insurance	2,139.54	1,962.91	176.63	22,189.75	23,555.00	(1,365.25)
Total Other Taxes & Insurance	\$ 2,916.29	\$ 3,485.34	\$ (569.05)	\$ 34,146.97	\$ 41,824.00	\$ (7,677.03)
Other Project Expenses						
Telephone & Answering Service	\$ 253.25	\$ 229.00	\$ 24.25	\$ 2,977.16	\$ 2,748.00	\$ 229.16
Internet Service	71.95	197.00	(125.05)	863.40	2,364.00	(1,500.60)
Advertising	0.00	16.66	(16.66)	0.00	200.00	(200.00)
Water/Coffee Service	6.16	2.09	4.07	237.42	25.00	212.42
Office Supplies & Expense	1,623.23	325.00	1,298.23	5,015.99	3,900.00	1,115.99
Postage	76.79	81.00	(4.21)	491.57	972.00	(480.43)
Toner/Copier Expense	357.00	110.34	246.66	586.65	1,324.00	(737.35)
Office Furniture & Equipment Expense	0.00	0.00	0.00	547.64	0.00	547.64
Travel & Promotion	0.00	33.34	(33.34)	310.08	400.00	(89.92)
Training Expense	0.00	47.66	(47.66)	466.54	572.00	(105.46)
Credit Checking	0.00	41.66	(41.66)	227.07	500.00	(272.93)
Total Other Project Expenses	\$ 2,388.38	\$ 1,083.75	\$ 1,304.63	\$ 11,723.52	\$ 13,005.00	\$ (1,281.48)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 15,000.00	\$ 15,000.00	\$ 0.00
Reporting / Partner Management Fee	\$ 625.00	\$ 625.00	\$ 0.00	\$ 7,500.00	\$ 7,500.00	\$ 0.00
Transfer - Reserves	933.34	933.34	0.00	11,200.08	11,200.00	.08
Total Mortgage & Owner's Exp.	\$ 2,808.34	\$ 2,808.34	\$ 0.00	\$ 33,700.08	\$ 33,700.00	\$.08
Total Expenses	\$ 77,346.10	\$ 36,350.01	\$ 40,996.09	\$ 406,617.71	\$ 436,199.00	\$ (29,581.29)
Reserves						
Authorized Reserve - Other	\$ 0.00	\$ 3,583.34	\$ (3,583.34)	\$ 0.00	\$ 43,000.00	\$ (43,000.00)
Authorized Reserve - Appliances	1,757.06	0.00	1,757.06	1,757.06	0.00	1,757.06
	\$ 1,757.06	\$ 3,583.34	\$ (1,826.28)	\$ 1,757.06	\$ 43,000.00	\$ (41,242.94)

1200 Park Avenue Apartments December 2024

Separate *Variance Report* explaining budget differences and expenditures.
The current reserve balance is \$395,488.69.

Updates:

1200 Park Avenue currently has 8 vacancies. There was 1 move-in and 1 move-out in December.

Vacancies:

- **Unit #319** (Moved with family) Unit is rent ready – **Approved Applicant scheduled for move in 1/21.**
- **Unit #214** (Deceased) Unit needs minor repairs.
- **Unit #260** (Termination) Unit needs minor repairs.
- **Unit #255** (Moved to a new complex) Unit needs light cleaning.
- **Unit #242:** (RA Transfer to #133) Unit needs minor repairs.
- **Unit #323:** (Notice to pay – Non-Payment) Unit needs minor repairs.
- **Unit #253:** (Deceased) Unit needs minor repairs.
- **Unit #262:** (Leaving the Area) Unit needs minor repairs.

Upcoming Vacancies:

- **No pending notices.**

Current applicants on waiting list have insufficient income to pay the 50% and 60% rents. Moving to fill the lower 30% & 45% units. Staff are working to turn and lease units as quickly as possible. Advertising is ongoing. Leasing activity is expected to pick up after the first of the year.

Events:

- Bingo nights are scheduled.
- Birthday Cake Day will be scheduled.
- Staff held a small holiday brunch, we had a large turnout from residents.
- With each event the turnout has been growing with more positive feedback from residents.



Park Avenue 569
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 85,927.00	\$ 94,698.25	\$ (8,771.25)	\$ 1,097,281.00	\$ 1,136,379.00	\$ (39,098.00)
Vacancies	\$ 0.00	\$ (2,840.91)	\$ 2,840.91	\$ (47,847.00)	\$ (34,091.00)	\$ (13,756.00)
Rent Adjustments	0.00	0.00	0.00	(1,386.69)	0.00	(1,386.69)
Manager's Unit	(965.00)	(889.00)	(76.00)	(11,527.00)	(10,668.00)	(859.00)
Total Tenant Rent	\$ 84,962.00	\$ 90,968.34	\$ (6,006.34)	\$ 1,036,520.31	\$ 1,091,620.00	\$ (55,099.69)
Other Project Income:						
Laundry Income	\$ 2,000.00	\$ 666.66	\$ 1,333.34	\$ 9,500.86	\$ 8,000.00	\$ 1,500.86
Interest Income	48.20	0.00	48.20	921.17	0.00	921.17
Restricted Reserve Interest Incom	24.67	1.66	23.01	262.07	20.00	242.07
Late Charges	747.28	36.09	711.19	2,003.42	433.00	1,570.42
Application Fees	25.00	16.66	8.34	150.00	200.00	(50.00)
Other Tenant Income	141.00	333.34	(192.34)	5,122.14	4,000.00	1,122.14
Miscellaneous Income	131.31	45.59	85.72	309.67	547.00	(237.33)
Other Project Income	\$ 3,117.46	\$ 1,100.00	\$ 2,017.46	\$ 18,269.33	\$ 13,200.00	\$ 5,069.33
Total Project Income	\$ 88,079.46	\$ 92,068.34	\$ (3,988.88)	\$ 1,054,789.64	\$ 1,104,820.00	\$ (50,030.36)
Project Expenses:						
Maint. & Oper. Exp. (Page 3)	\$ (3,011.14)	\$ 19,730.16	\$ (22,741.30)	\$ 233,196.22	\$ 236,762.00	\$ (3,565.78)
Utilities (Page 3)	(1,309.25)	13,232.66	(14,541.91)	125,419.09	158,792.00	(33,372.91)
Administrative (Page 3)	14,949.71	12,638.93	2,310.78	142,902.26	151,667.00	(8,764.74)
Taxes & Insurance (Page 3)	6,026.66	5,650.16	376.50	75,256.36	67,802.00	7,454.36
Other Taxes & Insurance (Page 4)	2,646.99	3,989.68	(1,342.69)	33,820.52	47,876.00	(14,055.48)
Other Project Expenses (Page 4)	5,090.95	1,988.48	3,102.47	31,627.73	23,862.00	7,765.73
Total O&M Expenses	\$ 24,393.92	\$ 57,230.07	\$ (32,836.15)	\$ 642,222.18	\$ 686,761.00	\$ (44,538.82)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 26,105.39	\$ 26,300.41	\$ (195.02)	\$ 313,264.68	\$ 315,605.00	\$ (2,340.32)
Managing General Partner Fees	\$ 1,085.50	\$ 1,118.09	\$ (32.59)	\$ 13,026.00	\$ 13,417.00	\$ (391.00)
Transfer - Reserves	2,675.00	2,675.00	0.00	32,100.00	32,100.00	0.00
Total Mortgage & Owner's Exp.	\$ 29,865.89	\$ 30,093.50	\$ (227.61)	\$ 358,390.68	\$ 361,122.00	\$ (2,731.32)
Total Project Expenses	\$ 54,259.81	\$ 87,323.57	\$ (33,063.76)	\$ 1,000,612.86	\$ 1,047,883.00	\$ (47,270.14)
Net Profit (Loss)	\$ 33,819.65	\$ 4,744.77	\$ 29,074.88	\$ 54,176.78	\$ 56,937.00	\$ (2,760.22)

Park Avenue 569
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Flow Items:						
Reserve Transfers	\$ (18.50)	\$ 0.00	\$ (18.50)	\$ (46.54)	\$ 0.00	\$ (46.54)
T & I Transfers	(7,510.87)	0.00	(7,510.87)	(44,717.64)	0.00	(44,717.64)
Operating - MMKT- FFB*	(.83)	0.00	(.83)	89,559.93	0.00	89,559.93
Other Cash Changes	0.00	0.00	0.00	(121.08)	0.00	(121.08)
Security Deposits Held	0.00	0.00	0.00	(2,900.00)	0.00	(2,900.00)
Authorized Reserve - Other	0.00	(11,138.00)	11,138.00	0.00	(133,656.00)	133,656.00
Pending Reserves	(20,418.00)	0.00	(20,418.00)	(59,500.32)	0.00	(59,500.32)
Tenant Receivables	1,510.42	0.00	1,510.42	(5,172.91)	0.00	(5,172.91)
Other Receivables	6,714.16	0.00	6,714.16	80,448.04	0.00	80,448.04
Accounts Payable - Trade	(42,812.88)	0.00	(42,812.88)	(43,781.42)	0.00	(43,781.42)
Accrued Interest City of Chico	6,125.00	0.00	6,125.00	0.00	0.00	0.00
Accrued Local Administration Fee	416.67	0.00	416.67	5,000.04	0.00	5,000.04
Accrued Managing GP Fee	668.83	0.00	668.83	(128,568.04)	0.00	(128,568.04)
Accrued Interest Housing Authority	4,785.75	0.00	4,785.75	21,565.00	0.00	21,565.00
Total Other Cash Flow Items	\$ (50,540.25)	\$ (11,138.00)	\$ (39,402.25)	\$ (88,234.94)	\$ (133,656.00)	\$ 45,421.06
Net Operating Cash Change	\$ (16,720.60)	\$ (6,393.23)	\$ (10,327.37)	\$ (34,058.16)	\$ (76,719.00)	\$ 42,660.84

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating-FFB	\$ 60,451.88	\$ 26,393.72	\$ (34,058.16)
Operating - MMKT- FFB*	90,586.16	1,026.23	(89,559.93)
Tax & Insurance-FFB	80,765.80	125,483.44	44,717.64
Security Deposit - FFB	36,064.00	36,064.00	0.00
Repl Reserves - Berkadia - IMP**	363,342.15	395,488.69	32,146.54
Payables & Receivables:			
Accounts Payable - Trade	13,450.23	(30,331.19)	(43,781.42)
Rents Receivable - Current Tenants	2,490.89	6,428.44	3,937.55
Other Tenant Charges Receivable	3,335.58	3,750.94	415.36

Park Avenue 569
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 7,471.32	\$ 7,750.25	\$ (278.93)	\$ 94,112.78	\$ 93,003.00	\$ 1,109.78
Janitorial/Cleaning Supplies	28.03	318.25	(290.22)	2,090.86	3,819.00	(1,728.14)
Plumbing Repairs	0.00	219.75	(219.75)	210.00	2,637.00	(2,427.00)
Painting & Decorating	0.00	223.84	(223.84)	1,271.67	2,686.00	(1,414.33)
Repairs & Maintenance - Supply	772.82	1,000.00	(227.18)	14,383.40	12,000.00	2,383.40
Repairs & Maintenance - Contract	1,839.00	2,250.00	(411.00)	18,697.39	27,000.00	(8,302.61)
Grounds Maintenance	1,775.00	1,966.66	(191.66)	23,830.00	23,600.00	230.00
Elevator Maintenance & Contract	0.00	984.16	(984.16)	12,268.30	11,810.00	458.30
Pest Control Service	1,795.00	1,000.00	795.00	9,841.00	12,000.00	(2,159.00)
Fire/Alarm Services	1,129.40	773.34	356.06	17,668.41	9,280.00	8,388.41
Security Service	0.00	701.00	(701.00)	8,866.00	8,412.00	454.00
Capital Improvements - Other	0.00	257.84	(257.84)	2,925.92	3,094.00	(168.08)
Capital Improvements - Flooring	(18,637.33)	275.00	(18,912.33)	1,780.67	3,300.00	(1,519.33)
Capital Improvements - Appliances	0.00	422.50	(422.50)	8,134.77	5,070.00	3,064.77
Capital Improvements - HVAC Repl.	0.00	0.00	0.00	1,372.61	0.00	1,372.61
Capital Improvements - Water Heaters	0.00	0.00	0.00	1,668.01	0.00	1,668.01
Carpet Cleaning	0.00	891.66	(891.66)	2,763.00	10,700.00	(7,937.00)
HVAC Repairs	0.00	179.41	(179.41)	359.00	2,153.00	(1,794.00)
Cable Service	0.00	391.50	(391.50)	0.00	4,698.00	(4,698.00)
Tenant Services	815.62	125.00	690.62	10,952.43	1,500.00	9,452.43
Total Maint. & Operating Exp.	\$ (3,011.14)	\$ 19,730.16	\$ (22,741.30)	\$ 233,196.22	\$ 236,762.00	\$ (3,565.78)
Utilities:						
Electricity	\$ (6,199.23)	\$ 6,614.59	\$ (12,813.82)	\$ 72,048.25	\$ 79,375.00	\$ (7,326.75)
Water	1,451.89	1,037.91	413.98	14,886.30	12,455.00	2,431.30
Sewer	1,950.97	4,081.66	(2,130.69)	21,918.54	48,980.00	(27,061.46)
Heating Fuel/Other	0.00	454.91	(454.91)	3,510.84	5,459.00	(1,948.16)
Garbage & Trash Removal	1,487.12	1,043.59	443.53	13,055.16	12,523.00	532.16
Total Utilities	\$ (1,309.25)	\$ 13,232.66	\$ (14,541.91)	\$ 125,419.09	\$ 158,792.00	\$ (33,372.91)
Administrative:						
Manager's Salary	\$ 5,629.74	\$ 5,859.00	\$ (229.26)	\$ 54,746.04	\$ 70,308.00	\$ (15,561.96)
Management Fees	5,671.00	5,671.00	0.00	68,052.00	68,052.00	0.00
Bad Debt Expense	2,880.30	208.34	2,671.96	7,525.05	2,500.00	5,025.05
Auditing	687.50	625.00	62.50	8,249.00	7,500.00	749.00
Legal	75.00	212.34	(137.34)	4,019.68	2,548.00	1,471.68
Other Administrative Expenses	6.17	63.25	(57.08)	310.49	759.00	(448.51)
Total Administrative Expense	\$ 14,949.71	\$ 12,638.93	\$ 2,310.78	\$ 142,902.26	\$ 151,667.00	\$ (8,764.74)
Taxes & Insurance Reserve For:						
Special Assessments	\$ 0.00	\$ 27.59	\$ (27.59)	\$ 326.32	\$ 331.00	\$ (4.68)
Property Insurance	5,869.33	5,322.66	546.67	71,616.18	63,872.00	7,744.18

Park Avenue 569
For the Month Ended December 31, 2024
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Insurance	\$ 157.33	\$ 299.91	\$ (142.58)	\$ 3,313.86	\$ 3,599.00	\$ (285.14)
Total Taxes & Insurance Expense	\$ 6,026.66	\$ 5,650.16	\$ 376.50	\$ 75,256.36	\$ 67,802.00	\$ 7,454.36
Other Taxes & Insurance:						
Payroll Taxes	\$ 1,030.06	\$ 1,199.75	\$ (169.69)	\$ 13,553.44	\$ 14,397.00	\$ (843.56)
Other Taxes, Fees & Permits	19.97	233.34	(213.37)	1,465.61	2,800.00	(1,334.39)
Bond Premiums	0.00	108.75	(108.75)	560.00	1,305.00	(745.00)
Worker's Compensation Insurance	518.81	726.09	(207.28)	5,889.91	8,713.00	(2,823.09)
Personnel Medical Insurance	1,078.15	1,721.75	(643.60)	12,351.56	20,661.00	(8,309.44)
Total Other Taxes & Insurance	\$ 2,646.99	\$ 3,989.68	\$ (1,342.69)	\$ 33,820.52	\$ 47,876.00	\$ (14,055.48)
Other Project Expenses						
Telephone & Answering Service	\$ 700.43	\$ 556.00	\$ 144.43	\$ 7,407.35	\$ 6,672.00	\$ 735.35
Internet Service	1,056.80	355.91	700.89	6,763.96	4,271.00	2,492.96
Advertising	0.00	3.34	(3.34)	515.41	40.00	475.41
Water/Coffee Service	88.70	111.25	(22.55)	513.96	1,335.00	(821.04)
Office Supplies & Expense	2,888.02	433.34	2,454.68	7,704.56	5,200.00	2,504.56
Postage	157.41	87.66	69.75	884.33	1,052.00	(167.67)
Toner/Copier Expense	199.59	297.91	(98.32)	2,284.65	3,575.00	(1,290.35)
Office Furniture & Equipment Expense	0.00	0.00	0.00	3,246.59	0.00	3,246.59
Travel & Promotion	0.00	41.66	(41.66)	1,338.65	500.00	838.65
Training Expense	0.00	63.91	(63.91)	772.16	767.00	5.16
Credit Checking	0.00	29.16	(29.16)	196.11	350.00	(153.89)
Employee Meals	0.00	8.34	(8.34)	0.00	100.00	(100.00)
Total Other Project Expenses	\$ 5,090.95	\$ 1,988.48	\$ 3,102.47	\$ 31,627.73	\$ 23,862.00	\$ 7,765.73
Mortgage & Owner's Expense						
Mortgage Payment	\$ 26,105.39	\$ 26,300.41	\$ (195.02)	\$ 313,264.68	\$ 315,605.00	\$ (2,340.32)
Managing General Partner Fees	\$ 1,085.50	\$ 1,118.09	\$ (32.59)	\$ 13,026.00	\$ 13,417.00	\$ (391.00)
Transfer - Reserves	2,675.00	2,675.00	0.00	32,100.00	32,100.00	0.00
Total Mortgage & Owner's Exp.	\$ 29,865.89	\$ 30,093.50	\$ (227.61)	\$ 358,390.68	\$ 361,122.00	\$ (2,731.32)
Total Expenses	\$ 54,259.81	\$ 87,323.57	\$ (33,063.76)	\$ 1,000,612.86	\$ 1,047,883.00	\$ (47,270.14)
Reserves						
Authorized Reserve - Other	\$ 0.00	\$ 11,138.00	\$ (11,138.00)	\$ 0.00	\$ 133,656.00	\$ (133,656.00)
Pending Reserves	20,418.00	0.00	20,418.00	59,500.32	0.00	59,500.32
	\$ 20,418.00	\$ 11,138.00	\$ 9,280.00	\$ 59,500.32	\$ 133,656.00	\$ (74,155.68)

MEMO

Date: January 9, 2025

To: HACB Board of Commissioners

From: Angie Little, Rental Assistance Programs Manager

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

Program Statistics for Period Ending	December 2024	December 2023
Number of participants as of last day of the month	25	36
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	0
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	0	15
Number of participants with annual income increases (YTD)	1	0
Number of participants with new employment (YTD)	1	0
Number of participants with escrow accounts	12	25
Number of participants currently escrowing	9	16
Amount disbursed from escrow account	\$0	\$0.00
Balance of Escrow Account	\$ 122,856.30	\$199,875.82

FSS FY 2023 HUD Grant Program Tracking Data

Program Management Questions:	2024 Calendar Year
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	NA
Number of FSS participants identified as a person with disabilities	4
Number of FSS participants employed	9
Number of FSS participants in training programs	3
Number of FSS participants enrolled in higher/adult education	3
Number of FSS participants enrolled in school and employed	3
Number of FSS families receiving cash assistance	3
Number of FSS families experiencing a reduction in cash assistance	0
Number of FSS families who have ceased receiving cash assistance	2
How many new FSS escrow accounts were established	0
Number of FSS families moved to non-subsidized housing	2
Number of FSS families moved to home-ownership	0

HACB CoC Programs: A Report to the Board of Commissioners for the Month of December 2024

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	12/2024 Enrollment	12/2024 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/24 - 6/30/25	\$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	7/1/24 - 6/30/25	\$150,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Butte County	4	\$5,915.00	\$116,621.00
BHHAP/Security Deposit**	7/1/24 - 6/30/25	\$3,426.00	City of Chico	SSA	5	Individuals with a mental illness with homelessness eligibility	Butte County	2	\$1,200.00	\$2,226.00
BHHAP/ASOC	7/1/24 - 6/30/25	\$24,291.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	2	\$1,084.00	\$18,867.00
Totals		\$186,717.00			35			8	\$8,199.00	\$146,714.00

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:01/13/2025

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

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

IRS increases the standard mileage rate for business use in 2025; key rate increases 3 cents to 70 cents per mile

IR-2024-312, Dec. 19, 2024

WASHINGTON — The Internal Revenue Service today announced that the optional [standard mileage rate](#) for automobiles driven for business will increase by 3 cents in 2025, while the mileage rates for vehicles used for other purposes will remain unchanged from 2024.

Optional standard mileage rates are used to calculate the deductible costs of operating vehicles for business, charitable and medical purposes, as well as for [active-duty members of the Armed Forces who are moving](#).

Beginning Jan. 1, 2025, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 70 cents per mile [driven for business use](#), up 3 cents from 2024.
- 21 cents per mile driven for medical purposes, the same as in 2024.
- 21 cents per mile driven for moving purposes for qualified active-duty members of the Armed Forces, unchanged from last year.
- 14 cents per mile driven in service of charitable organizations, equal to the rate in 2024.

The rates apply to fully-electric and hybrid automobiles, as well as gasoline and diesel-powered vehicles.


While the mileage rate for charitable use is set by statute, the mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes, meanwhile, is based on only the variable costs from the annual study.

Under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. And only taxpayers who are members of the military on active duty may claim a deduction for moving expenses incurred while relocating under orders to a permanent change of station.

Use of the standard mileage rates is optional. Taxpayers may instead choose to calculate the actual costs of using their vehicle.

Taxpayers using the standard mileage rate for a vehicle they own and use for business must choose to use the rate in the first year the automobile is available for business use. Then, in later years, they can choose to use the standard mileage rate or actual expenses.

For a leased vehicle, taxpayers using the standard mileage rate must employ that method for the entire lease period, including renewals.

[Notice 2025-5](#)  contains the optional 2025 standard mileage rates, as well as the maximum automobile cost used to calculate mileage reimbursement allowances under a fixed-and variable rate (FAVR) plan. The notice also provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in 2025 for which employers may calculate mileage allowances using a cents-per-mile valuation rule or the fleet-average-valuation rule.

January 1, 2025

MEMO

To: HACB Board of Commissioners

From: Hope Stone, Finance Director

Subject: Fiscal Years 2024 and 2023 Gridley Farm Labor Housing (GFLH) Audit Report

To follow, you will find the GFLH Audited Financial Statements for the years ended September 30, 2024 and 2023. This report includes a supplemental information section required by HCD which is located on pages 20-24.

To gain a better understanding of the financials, please review the Notes to Financial Statements portion of the audit report on pages 10-15. The Notes provide detail and explanations for many of the items on the balance sheet as well as information about GFLH and its operations.

The scope of the Audit covers the accuracy of the financial statements; compliance with funding agency rules and regulations; and compliance with HACB's internal policies and procedures.

We are once again pleased to report that, after another detailed and complex audit, there were no compliance findings and no questioned costs (see page 37).

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

Recommendation: Motion to accept the FY 2024 Audit Report as presented.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

**USDA RURAL DEVELOPMENT
Case No. 04-004-86391452-019**

HCD No. 10-FWHG-7155

COMPARATIVE FINANCIAL REPORT

SEPTEMBER 30, 2024 and 2023

CONTENTS

	Page
INDEPENDENT AUDITORS' REPORT	1-3
FINANCIAL STATEMENTS	
Statements of net position	4-5
Statements of revenues, expenses and changes in net position	6-7
Statements of cash flows	8-9
Notes to financial statements	10-15
INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	16-17
INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR RD PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE <i>AUDIT GUIDE FOR AUDITS OF RD PROGRAMS</i>	18-19
SUPPLEMENTARY INFORMATION REQUIRED BY HCD	20-24
MANAGEMENT AGENT'S CERTIFICATION	25
CERTIFICATION OF AUTHORITY	26
SUPPLEMENTARY INFORMATION REQUIRED BY RURAL DEVELOPMENT	27-36
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	37
SCHEDULE OF LEAD AUDITOR	38



B O W M A N
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners of the
Housing Authority of the County of Butte
Gridley Farm Labor Housing

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Housing Authority of the County of Butte's Gridley Farm Labor Housing Project (the "Project"), Case No. 04-004-826391452-019 and HCD Contract No. 10-FWHG-7155, which comprise the statements of net position as of September 30, 2024 and 2023, and the related statements of revenues, expenses and changes in net position, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the net position of the Project as of September 30, 2024 and 2023, and the changes in its net position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Project and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Project's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Established 1949
www.epabowman.com

Bowman & Company, LLP
10100 Trinity Parkway, Suite 310
Stockton, CA 95219

Telephone: 209.473.1040
Facsimile: 209.473.9771

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Project's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Project's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

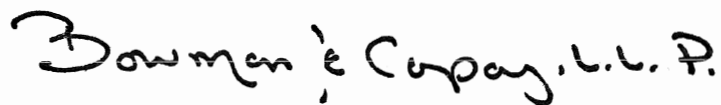
Management has omitted the management's discussion and analysis report that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental information to the financial statements as referenced in the table of contents, and as required by the *United States Department of Agriculture Rural Development and Audited Financial Statement Handbook for Multifamily Rental Housing of the California Department of Housing and Community Development and the California Housing Finance Agency*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 15, 2024, on our consideration of the Project's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Project's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*, in considering the Project's internal control over financial reporting and compliance.



Stockton, California
October 15, 2024

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**STATEMENTS OF NET POSITION
September 30, 2024 and 2023**

ASSETS	<u>2024</u>	<u>2023</u>
CURRENT ASSETS		
Cash	\$ 279,197	\$ 167,328
Accounts receivable - tenants, net	2,533	5,776
Accounts receivable - USDA Rural Development	45,775	39,795
Prepaid expenses	3,440	3,530
Total current assets	<u>330,945</u>	<u>216,429</u>
RESTRICTED DEPOSITS AND FUNDED RESERVES		
Tenant security deposits	49,340	49,340
Tax and insurance impounds	183,438	195,532
Construction cash	255,643	255,643
Reserve for replacements	433,249	408,499
	<u>921,670</u>	<u>909,014</u>
PROPERTY AND EQUIPMENT, at cost		
Land	297,326	297,326
Buildings and improvements	14,594,973	14,528,220
Furniture and fixtures	7,543	127,898
Work in progress	6,246,561	6,246,561
	<u>21,146,403</u>	<u>21,200,005</u>
Less accumulated depreciation	<u>(9,047,452)</u>	<u>(8,454,348)</u>
	<u>12,098,951</u>	<u>12,745,657</u>
Total assets	<u>\$ 13,351,566</u>	<u>\$ 13,871,100</u>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**STATEMENTS OF NET POSITION (Cont.)
September 30, 2024 and 2023**

LIABILITIES AND NET POSITION	<u>2024</u>	<u>2023</u>
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 20,226	\$ 39,639
Notes payable, USDA Rural Development, current portion	<u>121,943</u>	<u>120,736</u>
Total current liabilities	<u>142,169</u>	<u>160,375</u>
DEPOSIT LIABILITIES		
Tenant security deposits	<u>44,727</u>	<u>44,801</u>
LONG-TERM LIABILITIES		
Due to Authority	160,660	160,660
Deferred revenue	80,890	80,890
Notes payable, USDA Rural Development, less current portion	<u>2,754,055</u>	<u>2,875,360</u>
Total long-term liabilities	<u>2,995,605</u>	<u>3,116,910</u>
Total liabilities	<u>3,182,501</u>	<u>3,322,086</u>
NET POSITION		
Net investment in capital assets	9,222,953	9,749,561
Restricted	921,670	909,014
Unrestricted (deficit)	<u>24,442</u>	<u>(109,561)</u>
Total net position	<u>10,169,065</u>	<u>10,549,014</u>
Total liabilities and net position	<u>\$ 13,351,566</u>	<u>\$ 13,871,100</u>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**STATEMENTS OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION
Years Ended September 30, 2024 and 2023**

	2024	2023
REVENUE		
Tenant rental income	\$ 444,050	\$ 491,945
Rental assistance - USDA Rural Development	712,287	635,515
Laundry income	1,609	1,546
Interest income	1,974	889
Tenant charges	1,315	1,791
Miscellaneous income	1,077	58,683
Total revenue	1,162,312	1,190,369
OPERATING AND MAINTENANCE EXPENSES		
Maintenance and repairs payroll	89,340	74,841
Maintenance and repairs supply	25,014	16,719
Maintenance and repairs contract	27,235	36,601
Painting and decorating	3,618	1,232
Grounds	107,406	91,830
Services	24,258	24,495
Furniture and furnishings replacement	57,725	34,457
	334,596	280,175
Electricity	30,685	34,503
Water	23,374	21,377
Sewer	12,123	27,712
Gas	3,662	7,316
Garbage and trash removal	25,638	24,792
	95,482	115,700
Site management payroll	83,312	78,077
Rent free unit	12,692	14,760
Management fee	81,206	84,056
Project auditing expense	23,714	16,300
Legal	80	1,828
Advertising	468	1,247
Telephone and answering service	5,194	4,388
Office supplies	3,944	11,449
Office furniture and equipment	516	1,535

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**STATEMENTS OF REVENUES, EXPENSES
AND CHANGES IN NET POSITION (Cont.)
Years Ended September 30, 2024 and 2023**

	2023	2022
Training expense	1,045	653
Health insurance and other employee benefits	240	463
Payroll taxes	14,526	13,474
Workers' compensation insurance	6,841	5,959
Bad debt expense	1,070	13,513
Other administrative expenses	2,229	2,898
	237,077	250,600
Real estate taxes	25,226	6,664
Other taxes licenses and permits	11,966	784
Property and liability insurance	74,898	120,087
	112,090	127,535
Total operating and maintenance expenses	779,245	774,010
OTHER EXPENSES		
USDA Rural Development authorized expenditures - repairs and replacements	1,500	10,400
USDA Rural Development authorized expenditures - grounds	8,500	33,575
Depreciation	714,906	714,906
Interest expense	30,610	30,530
Asset management fee	7,500	7,500
Total other expenses	763,016	796,911
Change in net position	(379,949)	(380,552)
Total net position, beginning of year	10,549,014	10,929,566
Total net position, end of year	\$ 10,169,065	\$ 10,549,014

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**STATEMENTS OF CASH FLOWS
Years Ended September 30, 2024 and 2023**

	<u>2024</u>	<u>2023</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Rental receipts	\$ 1,153,600	\$ 1,082,934
Interest receipts	1,974	889
Other operating receipts	4,001	62,020
Total receipts	<u>1,159,575</u>	<u>1,145,843</u>
Administrative expenses	(79,251)	(86,627)
Management fees	(72,320)	(75,170)
Utilities	(69,844)	(90,908)
Salaries, wages and related benefits	(172,652)	(152,918)
Operating and maintenance	(280,894)	(274,101)
Real estate taxes	(25,226)	(6,664)
Property insurance	(74,808)	(68,979)
Miscellaneous taxes and insurance	(33,573)	(20,680)
Tenant security deposits	(74)	(4,225)
Interest paid, USDA Rural Development	(30,610)	(30,530)
Asset management fee	(7,500)	(7,500)
Total disbursements	<u>(846,752)</u>	<u>(818,302)</u>
Net cash provided by (used in) operating activities	<u>312,823</u>	<u>327,541</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Acquisition of property and equipment	(68,200)	--
Net cash provided by (used in) investing activities	<u>(68,200)</u>	<u>--</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Principal payments on long-term borrowings	(120,098)	(120,178)
Net cash provided by (used in) financing activities	<u>(120,098)</u>	<u>(120,178)</u>
Increase (decrease) in cash and restricted cash	124,525	207,363
Cash and restricted cash – beginning of period	<u>1,076,342</u>	<u>868,979</u>
Cash and restricted cash – end of period	<u>\$ 1,200,867</u>	<u>\$ 1,076,342</u>
CASH AND RESTRICTED CASH SUMMARY		
Cash	\$ 279,197	\$ 167,328
Tenant security deposits	49,340	49,340
Tax and insurance impounds	183,438	195,532
Construction cash	255,643	255,643
Reserve for replacements	433,249	408,499
	<u>\$ 1,200,867</u>	<u>\$ 1,076,342</u>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**STATEMENTS OF CASH FLOWS (Cont.)
Years Ended September 30, 2024 and 2023**

	2024	2023
RECONILIATION OF NET INCOME (LOSS) TO NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES:		
Change in net position	\$ (379,949)	\$ (380,552)
Adjustments to reconcile change in net position to net cash provided by (used in) operating activities:		
Depreciation	714,906	714,906
Change in operating assets and liabilities:		
Decrease (increase) in:		
Accounts receivable - USDA Rural Development	(5,980)	(39,795)
Accounts receivable - tenants, net	3,243	(5,163)
Prepaid expenses	90	51,108
Interest receivable	--	432
Miscellaneous pension and OPEB	--	(23,378)
Increase (decrease) in:		
Accounts payable and accrued liabilities	(19,413)	14,208
Tenant security deposits	(74)	(4,225)
Net cash provided by (used in) operating activities	\$ 312,823	\$ 327,541

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

NOTES TO FINANCIAL STATEMENTS

Note 1. Organization and Summary of Significant Accounting Policies

Organization:

The Housing Authority of the County of Butte (the "Authority") was established by the County of Butte, California, in 1946 under the California Health and Safety Code as a non-profit public corporation. The mission of the Authority is to assist low and moderate income residents of Butte County to secure and maintain quality affordable housing.

Gridley Farm Labor Housing (the "Project"), HCD Contract No. 10-FWHG- 7155, is owned by the Authority and was formed for the purpose of operating a 121-unit community located in Gridley, California. The Project is financed by a USDA Rural Development ("RD") Section 515 Loan, and therefore is regulated by Rural Development as to rent charges and operating methods.

The Project is an enterprise fund within the Housing Authority of the County of Butte. As such, these financial statements are not intended to present the financial position and results of operations of the Authority as a whole.

Summary of significant accounting policies:

Basis of presentation

The accompanying financial statements have been prepared to present the financial activities of Gridley Farm Labor Housing, which is owned by the Housing Authority of the County of Butte. In accordance with regulatory requirements mandated by the United States Department of Agricultural-Rural Development, these financial statements are required to report the operations of the Project. Accordingly, the accompanying financial statements do not provide a complete presentation of the Housing Authority of the County of Butte's basic financial statements. The financial statements of the Project are prepared in accordance with Generally Accepted Accounting Principles (GAAP).

The Project prepares its financial statements on the accrual basis of accounting consistent with accounting principles generally accepted in the United States of America.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

NOTES TO FINANCIAL STATEMENTS

Note 1. Organization and Summary of Significant Accounting Policies (Cont.)

Net position classification

Equity is classified as net position and displayed in three components:

Net investment in capital assets – consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

Restricted net position – consists of resources with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net position – all other resources that do not meet the definition of “restricted” or “net investment in capital assets”.

When both restricted and unrestricted resources are available for a particular restricted use, it is the Authority’s policy to use restricted resources first, and then unrestricted resources as needed.

Cash and restricted cash

For purposes of reporting the statements of cash flows, the Project includes all cash and restricted cash accounts as cash.

The Project maintains its cash in bank deposit accounts which, at times, may exceed federally insured limits. The Project believes it is not exposed to any significant risk on cash.

Accounts receivable

Accounts receivable are principally from tenants of the Project. The Project records an allowance for doubtful collections based on a review of outstanding receivables, historical collection information, and existing economic conditions. Management continues to conduct ongoing evaluations of its tenants and identifies those accounts that are determined to be uncollectible and writes them off. At September 30, 2024 and 2023, the allowance for doubtful accounts was \$60 and \$60, respectively.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

NOTES TO FINANCIAL STATEMENTS

Note 1. Organization and Summary of Significant Accounting Policies (Cont.)

Construction reserve

Pursuant to the Regulatory Agreement with the California Department of Housing and Community Development, Multifamily Housing Program ("HCD"), a construction reserve account was established. No annual deposit is required and withdrawals are subject to HCD approval.

Replacement reserve

In accordance with the Loan Agreement with RD and the Regulatory Agreement, the Project is required to maintain a replacement reserve account to fund repairs and replacements of buildings and equipment. Withdrawals are subject to RD approval.

Property and equipment

Depreciation is computed using the straight-line method over the following useful lives:

Buildings and improvements	15-40
Equipment	5-15

Property and equipment is recorded at cost. Expenditures for maintenance and repairs are expensed as incurred. The Project has established a capitalization threshold of \$5,000.

The Project reviews its long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying value of the property may not be recoverable. Recoverability is measured by a comparison of the carrying amount to the future net undiscounted cash flow expected to be generated and any estimated proceeds from the eventual disposition. If the long-lived asset is considered to be impaired, the impairment to be recognized is measured at the amount by which the carrying value exceeds the fair value as determined from an appraisal, discounted cash flows analysis, or other valuation technique. For the years ended September 30, 2024 and 2023, there were no impairment losses recognized.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

NOTES TO FINANCIAL STATEMENTS

Note 1. Organization and Summary of Significant Accounting Policies (Cont.)

Fair value of financial instruments

The carrying amount of financial instruments including cash, accounts receivable, prepaid expenses, accounts payable and accrued liabilities, approximate their value due to the short-term maturities of these instruments.

Revenue recognition

Rental income attributable to residential leases is recorded when due from residents, generally upon the first day of each month. Leases are for a period of up to one year, with rental payments due monthly. Subsidy income is considered part of the lease and is not considered a contribution as government payments to specifically identified participants are considered exchange transactions. Other income is recorded when earned and consists primarily of laundry and other tenant charges.

Income taxes

The Authority is exempt from Federal Income and California Franchise Taxes. Accordingly, no provision for federal or state income taxes attributable to the Project was made in the accompanying financial statements.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Subsequent events

Management has evaluated subsequent events through October 15, 2024, the date on which the financial statements were available to be issued and determined that there are no subsequent events requiring disclosure.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

NOTES TO FINANCIAL STATEMENTS

Note 2. Notes Payable – USDA Rural Development

In December 2013, the Housing Authority signed a 33-year promissory note with USDA RD for two loans \$2,000,000 each, as well as two grants, \$1,000,000 each. These loans and grants were for the overall rehabilitation of the property and units of Gridley Farm Labor Housing Project. The interest on the loans equal to 1% per annum is payable on the first of each December. Principal and interest are payable on an annual installment of \$75,351 each on the first of each December until the maturity December 1, 2046. The loans are secured by a deed of trust on the real property.

The future amounts of principal payments under these notes were as follows at September 30:

2025	\$ 121,943
2026	123,162
2027	124,394
2028	125,638
2029	126,894
Thereafter	<u>2,253,967</u>
	<u>\$ 2,875,998</u>

Note 3. Due to Authority

Amounts due consisted of short-term amounts owed to the Authority for the reimbursement of certain operating expenses. As of September 30, 2024 and 2023, the Project owed \$160,660 and \$160,660, respectively, to the Authority.

Note 4. Housing Assistance Payments

The Authority has entered into a Rental Assistance Agreement (the “Agreement”) with RD providing rental assistance for 112 units. For the years ended September 30, 2024 and 2023, \$712,287 and \$635,515, respectively, of gross revenue was received from RD in the form of rental assistance.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

NOTES TO FINANCIAL STATEMENTS

Note 5. Management Fee

The Authority entered into a contract with AWI Management Corporation for the day-to-day management of this property. The Authority appointed the AWI Management Corporation as its agent to manage, operate, supervise and lease the Project and to perform actions necessary to fulfill the Authority's obligations to any government agencies. This agreement does not relieve the Authority of its responsibilities under the Regulatory Agreement with the HCD. Property management fees of \$81,206 and \$84,056 were incurred during 2024 and 2023, respectively, for the property management services provided by AWI Management Corporation.

Note 6. Current Vulnerability Due to Certain Concentrations

The Project's major asset is Gridley Farm Labor Housing Apartments. The Project's operations are concentrated in the affordable housing real estate market. In addition, the Project operates in a heavily regulated environment. The operations of the Project are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to, Rural Development, Department of Housing and Community Development and the State Housing Agency. Such administrative directives, rules and regulations are subject to change by an act of Congress or an administrative change mandated by Rural Development, Department of Housing and Community Development or the State Housing Agency. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with a change.



B O W M A N

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Commissioners of the
Housing Authority of the County of Butte
Gridley Farm Labor Housing

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Gridley Farm Labor Housing, HCD Contract No. 10-FWHG-7155 (the "Project"), which comprise statement of net position as of September 30, 2024, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 15, 2024.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Project's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Project's internal control. Accordingly, we do not express an opinion of the effectiveness of the Project's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Project's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Established 1949
www.cpabowman.com

Bowman & Company, LLP
10100 Trinity Parkway, Suite 310
Stockton, CA 95219

Telephone: 209.473.1040
Facsimile: 209.473.9771

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Project's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Project's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Project's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Dowman & Copay, L.L.P.

Stockton, California
October 15, 2024



B O W M A N

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR RD PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE *AUDIT GUIDE FOR AUDITS OF RD PROGRAMS*

To the Board of Commissioners of the
Housing Authority of the County of Butte
Gridley Farm Labor Housing

Report on Compliance for Each Major RD Program

Opinion on Each Major RD Program

We have audited Gridley Farm Labor Housing's (the "Project") compliance with the compliance requirements in the *Audit Guide for Audits of RD Programs* (the Guide) that could have a direct and material effect on the Project's major U.S. Department of Rural Development (RD) program for the year ended September 30, 2024. The Project's major RD program and the related direct and material compliance requirements are as follows:

Name of Major RD Program	Direct and Material Compliance Requirements
Section 514 Labor Housing Loan	Mortgage status, replacement reserve, return on investment or return to owner, equity skimming, cash receipts, cash disbursements, tenant security deposits, management functions, unauthorized change of ownership/acquisition of liabilities and unauthorized loans of project funds.

In our opinion, the Project complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each major RD program for the year ended September 30, 2024.

Basis for Opinion on Each Major RD Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Guide. Our responsibilities under those standards and the Guide are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Project and to meet our other ethical responsibilities, in accordance with relevant ethical requirements related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major RD program. Our audit does not provide a legal determination of the Project's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Project's major RD program.

Established 1949
www.cpabowman.com

Bowman & Company, LLP
10100 Trinity Parkway, Suite 310
Stockton, CA 95219

Telephone: 209.473.1040
Facsimile: 209.473.9771

Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Project's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Guide will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Project's compliance with the requirements of each major RD program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Guide, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Project's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Project's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Guide, but not for the purpose of expressing an opinion on the effectiveness of the Project's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a compliance requirement of a RD program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement of a RD program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a compliance requirement of a RD program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

Stockton, California
October 15, 2024

Downen & Copay, L.L.P.

**SUPPLEMENTARY INFORMATION
REQUIRED BY HCD**

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**SCHEDULES OF OPERATING REVENUES AND EXPENSES
Years Ended September 30, 2024 and 2023**

	2024	2023
5100 Rent revenue		
5120 Rent revenue - gross potential	\$ 716,308	\$ 773,561
5212 Tenant assistance payments	712,287	635,515
5100T Total rent revenue	1,428,595	1,409,076
5200 Vacancies		
5220 Apartments	(272,258)	(281,616)
5200T Total vacancies	(272,258)	(281,616)
5152N Net rental revenue (rent revenue less vacancies)	1,156,337	1,127,460
5400 Financial revenue		
5440 Revenue from investments – replacement reserve	250	240
5490 Revenue from investments – other reserve	1,724	649
5400T Total financial revenue	1,974	889
5900 Other revenue		
5910 Laundry and vending revenue	1,609	1,546
5920 Tenant charges	1,315	1,791
5990 Miscellaneous revenue	1,077	--
Other revenue - correction of errors prior year	--	58,683
5900T Total other revenue	4,001	62,020
5000T Total revenues	1,162,312	1,190,369
6200 Administrative expenses		
6210 Advertising and marketing	468	1,247
6311 Office expenses	10,699	18,025
6320 Management fee	81,206	84,056
6330 Manager or superintendent salaries	83,312	78,077
6331 Rent free unit	12,692	14,760
6340 Legal expenses - project	80	1,828
6350 Audit expense	23,714	16,300
6370 Bad debts	1,070	13,513
6390 Miscellaneous administrative expenses		
Other administrative expenses	949	681
Tenant services	132	312
Travel	918	1,455
Credit checking	230	342
Employee meals	--	108
6263T Total administrative expenses	215,470	230,704

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING
HCD CONTRACT NO. 10-FWHG-7155**

**SCHEUDLES OF OPERATING REVENUES AND EXPENSES (Cont.)
Years Ended September 30, 2024 and 2023**

	<u>2024</u>	<u>2023</u>
6440 Utilities expense		
6450 Electricity	30,685	34,503
6451 Water	23,374	21,377
6452 Gas	3,662	7,316
6453 Sewer	12,123	27,712
6400T Total utilities expense	<u>69,844</u>	<u>90,908</u>
6500 Operating and maintenance expense		
6510 Payroll	89,340	74,841
6515 Supplies	25,014	16,719
6520 Contracts	230,242	232,590
6525 Garbage and trash removal	25,638	24,792
6500T Total operating and maintenance expenses	<u>370,234</u>	<u>348,942</u>
6700 Taxes and insurance		
6710 Real estate taxes	25,226	6,664
6711 Payroll taxes (project's share)	14,526	13,474
6720 Property and liability insurance (hazard)	74,898	120,087
6722 Workers' compensation	6,841	5,959
6723 Health insurance and other benefits	240	463
6790 Miscellaneous taxes, licenses, permits and insurance	11,966	784
6700T Total taxes and insurance	<u>133,697</u>	<u>147,431</u>
Total operating expenses	<u>789,245</u>	<u>817,985</u>
6800 Financial expenses		
6820 Interest on mortgage, USDA Rural Development	30,610	30,530
6800T Total financial expenses	<u>30,610</u>	<u>30,530</u>
6000T Total cost of operations before depreciation	<u>819,855</u>	<u>848,515</u>
5060T Profit (loss) before depreciation	342,457	341,854
6600 Depreciation expense	<u>714,906</u>	<u>714,906</u>
5060N Operating profit (loss)	(372,449)	(373,052)
7190 Other expenses - Asset management fee	<u>7,500</u>	<u>7,500</u>
3250 Net income (loss)	\$ <u><u>(379,949)</u></u>	\$ <u><u>(380,552)</u></u>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

SUPPLEMENTARY INFORMATION REQUIRED BY HCD

For the Year Ended September 30, 2024

See Auditors' Report

Cash on Hand and in Banks

Unrestricted accounts:	
Checking accounts	\$ 279,197
Petty cash	600
Total	\$ <u><u>279,797</u></u>
Restricted accounts:	
Tenant security deposits	\$ 49,340
Tax and insurance impounds	183,438
Construction cash	255,643
Reserve for replacements	433,249
Total	\$ <u><u>921,670</u></u>

Tenant security deposits represent amounts held by the Project on behalf of tenants. Upon termination from the Project, the tenant is due amounts deposited plus interest earned less any amounts charged for damage to the unit.

Reserve for Replacement and Construction Expenses

In accordance with the provisions of the regulatory agreement, restricted cash is to be used for replacements of property or other reserve requirements with the approval of HCD as follows:

	Replacement Reserve	Construction Reserve
Balance, September 30, 2023	\$ 408,499	\$ 255,643
Monthly deposits		
Twelve months at \$2,875	34,500	--
Interest earned	250	--
Withdrawals	<u>(10,000)</u>	<u>--</u>
Balance, September 30, 2024	\$ <u><u>433,249</u></u>	\$ <u><u>255,643</u></u>

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

SUPPLEMENTARY INFORMATION REQUIRED BY HCD

For the Year Ended September 30, 2024

See Auditors' Report

Property, Equipment and Improvements

Following are the details of property, equipment and improvements:

	Balance, September 30, 2023	<u>Additions</u>	<u>Deletions</u>	Balance, September 30, 2024
Land	\$ 297,326	\$ --	\$ --	\$ 297,326
Buildings and improvements	14,528,220	68,200	(1,447)	14,594,973
Furniture and fixtures	127,898	--	(120,355)	7,543
Work in progress	<u>6,246,561</u>	<u>--</u>	<u>--</u>	<u>6,246,561</u>
Total property, equipment and improvements	<u>\$ 21,200,005</u>	<u>\$ 68,200</u>	<u>\$ (121,802)</u>	21,146,403
Accumulated depreciation				<u>(9,047,452)</u>
Property, equipment and improvements, net				<u>\$ 12,098,951</u>

Accounts Payable and Accrued Expenses

Accounts payable are payable to vendors and are being paid on a current basis. Detail follows:

Accounts payable - Trade	\$ <u>20,226</u>
--------------------------	------------------

Gross Potential Rents

Tenant rental payments	\$ 430,288
Housing assistance payments	712,287
Employee quarters shown as expense	12,692
Vacancy loss and concessions	272,258
Bad debts	1,070
Total gross potential rents	<u>\$ 1,428,595</u>

Management Fee

A property management fee of \$81,206 was incurred during 2024 for the property management services provided by AWI Management Corporation.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

SUPPLEMENTARY INFORMATION REQUIRED BY HCD

For the Year Ended September 30, 2024

See Auditors' Report


Operating cash flow/surplus cash will be distributed according to the HCD method.

	2024	2023
Operating income		
Total income	\$ 1,162,312	\$ 1,190,369
Interest earned on restricted reserve accounts	(250)	(240)
Adjusted operating income	1,162,062	1,190,129
Operating expenses	(789,245)	(817,985)
Adjusted net income	372,817	372,144
Other activity		
Replacement reserve deposits	(34,500)	(34,500)
Debt service	(150,708)	(150,708)
Withdrawal from replacement reserve (expensed)	(10,000)	(43,975)
Total other activity	(195,208)	(229,183)
Operating cash flow/surplus cash	\$ 177,609	\$ 142,961

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

MANAGEMENT AGENT CERTIFICATION
Year Ended September 30, 2024

We hereby certify that we have examined the accompanying financial statements and supplemental information of Gridley Farm Labor Housing, as of and for the year ended September 30, 2024, and to the best of our knowledge and belief, the same is complete and accurate.

By: 

Linda Frazier
AWI Management Corporation

Date: 17 Dec 2024

Taxpayer Identification No. 20-857024

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

CERTIFICATION OF AUTHORITY

Year Ended September 30, 2024

We hereby certify that we have examined the accompanying financial statements and supplemental information of Gridley Farm Labor Housing as of and for the year ended September 30, 2024, to the best of my knowledge and belief, these financial statements and data are complete and accurate.



Hope Stone, Finance Director
Housing Authority of the County of Butte
Gridley Farm Labor Housing

12.12.2024

Date

**SUPPLEMENTARY INFORMATION REQUIRED BY
RURAL DEVELOPMENT**

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

**SUPPLEMENTARY INFORMATION REQUIRED
BY RURAL DEVELOPMENT**

For the Year Ended September 30, 2024
See Auditors' Report

A. Management Fee Calculation

Total management fee is based on a fee per unit occupied by tenants during the month

Total qualified units (80 * 12 months)	960	
Less: vacancies	73	
Total occupied units	887	
	X	
Fee per unit, includes \$5 add-on fees (Effective 10/23)	\$ 88	
Management fee expense	78,056	
Demolished unit fee (9 * \$350)	3,150	
Total management fee expenses	\$ 81,206	

B. Insurance Disclosure

The Project maintains insurance coverage as follows:

	Deductible	Coverage
Property coverage on buildings*	\$ 5,000	\$ 2,000,000
Comprehensive business liability (per occurrence/aggregate)*	\$ 5,000	2,000,000/ \$ 2,000,000
Fidelity/employee dishonesty*	\$ 1,000	\$ 100,000

*Coverage/deductible per property

C. Return to Owner - Not applicable to Project

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

**SUPPLEMENTARY INFORMATION REQUIRED
BY RURAL DEVELOPMENT**

For the Year Ended September 30, 2024

See Auditors' Report

D. Schedule of Changes in Fixed Assets

	Beginning		Additions	Disposals	Ending
	<u>Balance</u>				<u>Balance</u>
Land	\$ 297,326	\$ --	\$ --	\$ --	\$ 297,326
Buildings and improvements	14,528,220	68,200	(1,447)		14,594,973
Furniture and fixtures	127,898	--	(120,355)		7,543
Work in progress	6,246,561	--	--		6,246,561
Total fixed assets	<u>\$ 21,200,005</u>	<u>\$ 68,200</u>	<u>\$ (121,802)</u>		<u>\$ 21,146,403</u>
Accumulated depreciation					
Building and improvements	\$ 8,328,378	\$ 714,403	\$ (1,447)		\$ 9,041,334
Furniture and fixtures	125,970	503	(120,355)		6,118
Total accumulated depreciation	<u>\$ 8,454,348</u>	<u>\$ 714,906</u>	<u>\$ (121,802)</u>		<u>\$ 9,047,452</u>

Fixed asset additions for the year ended September 30, 2024

Remodel units \$68,200

Fixed asset disposals for the year ended September 30, 2024

None.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

**SUPPLEMENTARY INFORMATION REQUIRED
BY RURAL DEVELOPMENT**

For the Year Ended September 30, 2024

See Auditors' Report

1. Reconcile the reserve account:

Required reserve balance, September 30, 2023	(1)	\$	<u>408,259</u>
Required annual reserve deposit (from Loan Agreement and any Subsequent Amendments)	(2)		<u>34,500</u>
Actual 2024 reserve account deposit			<u>34,750</u>

List all authorized withdrawals (documented by check countersigned by a
USDA Rural development employee)

Purpose	Date	Amount	Regular or Excess	USDA Authorized
1. Needs and transition plan	09/13/23	\$ 1,500	Regular	Yes
2. Tree trimming and removal	02/28/24	8,500	Regular	Yes

Total all authorized <u>regular</u> reserve withdrawals	(3)		<u>10,000</u>
Total all authorized <u>excess</u> reserve withdrawals			<u>--</u>
Total all unauthorized reserve withdrawals			<u>--</u>
Required reserve balance, September 30, 2024 (1) + (2) - (3) = (4)	(4)		<u>432,759</u>
Confirmed balance, September 30, 2024			<u>433,249</u>
Amount account over (under) funded			<u>\$ 490</u>

2. Return on investment (ROI) calculation:

Not applicable to Project

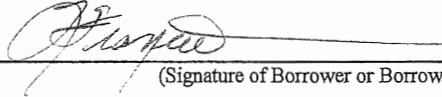
Position 3
**MULTIPLE FAMILY HOUSING
BORROWER BALANCE SHEET**
PART I - BALANCE SHEET

PROJECT NAME Gridley FLH	BORROWER NAME Butte County, H/A	BORROWER ID AND PROJECT NO. Case No. 826391452 01-9		
BEGINNING DATES> ENDING DATES>		CURRENT YEAR <i>10/01/2023</i> <i>09/30/2024</i>	PRIOR YEAR <i>10/01/2022</i> <i>09/30/2023</i>	COMMENTS
ASSETS				
CURRENT ASSETS				
1. GENERAL OPERATING ACCOUNT.....		\$ 279,197	\$ 167,328	
2. R.E. TAX & INSURANCE ACCOUNT		183,438	195,532	
3. RESERVE ACCOUNT		433,249	408,499	
4. SECURITY DEPOSIT ACCOUNT		49,340	49,340	
5. OTHER CASH construction		255,643	255,643	
6. OTHER (identify)		0	0	
7. ACCOUNTS RECEIVABLE (Attach List)		48,308	45,571	
... ACCTS RCBL 0-30 DAYS \$ 48,308				
... ACCTS RCBL 30-60 DAYS \$				
8. LESS: ALLOWANCE FOR DOUBTFUL ACCOUNTS.....		0	0	
9. INVENTORIES (supplies)		0	0	
10. PREPAYMENTS.....		3,440	3,530	
11. OTHER PARTNERSHIP CASH		0	0	
12. TOTAL CURRENT ASSETS (Add 1 thru 11)		1,252,615	1,125,443	
FIXED ASSETS				
13. LAND		297,326	297,326	
14. BUILDINGS		14,594,973	14,528,220	
15. LESS: ACCUMULATED DEPRECIATION		(8,920,979)	(8,328,378)	
16. FURNITURE & EQUIPMENT		7,543	127,898	
17. LESS: ACCUMULATED DEPRECIATION.....		(126,473)	(125,970)	
18. <i>Work in progress</i>		6,246,561	6,246,561	
19. TOTAL FIXED ASSETS (Add 13 thru 18)		12,098,951	12,745,657	
OTHER ASSETS				
20. DEFERRED OUTFLOWS OF RESOURCES		0	0	
21. TOTAL ASSETS (Add 12, 19, and 20)		13,351,566	13,871,100	
LIABILITIES AND OWNERS EQUITY				
CURRENT LIABILITIES				
22. ACCOUNTS PAYABLE (Attach list)		20,226	39,639	
... ACCTS PAY 0-30 DAYS \$ 20,226				
... ACCTS PAY 30-60 DAYS \$				
23. NOTES PAYABLE Current portion of NP - USDA;		121,943	120,736	
24. SECURITY DEPOSITS		44,727	44,801	
25. TOTAL CURRENT LIABILITIES (Add 22 thru 24)		186,896	205,176	
LONG-TERM LIABILITIES				
26. NOTES PAYABLE Rural Development		2,754,055	2,875,360	
27. OTHER Due to auth., deferred revenue		241,550	241,550	
28. TOTAL LONG-TERM LIABILITIES (Add 26 and 27)		2,995,605	3,116,910	
29. TOTAL LIABILITIES (Add 25 and 28)		3,182,501	3,322,086	
30. OWNER'S EQUITY (Net Worth)(21 minus 29)		10,169,065	10,549,014	
31. TOTAL LIABILITIES AND OWNER'S EQUITY (Add 29 and 30)		\$ 13,351,566	\$ 13,871,100	

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

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

17 Dec 2024
(Date)


(Signature of Borrower or Borrower's Representative)

CFO
(Title)

PART II - THIRD PARTY VERIFICATION OF REVIEW

I/We have reviewed the borrower's records. The accompanying balance sheet, and statement of actual budget and income on Form RD 3560-7, is a fair presentation of the borrower's records

I/We certify that no identity of interest exists between me/us and any individual or organization doing business with the project or borrower.

(Date)

(Signature)

(Name and Title)

(Address)

In lieu of the above verification and signature, a compilation, review or audit opinion completed, dated and signed by a person or firm qualified by license or certification is attached.

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

PROJECT NAME Gridley FLH		BORROWER NAME Butte County, H/A			BORROWER ID AND PROJECT NO. Case No. 826391452 01-9	
Reporting Period <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly	Budget Type <input type="checkbox"/> Initial <input type="checkbox"/> Regular Report <input checked="" type="checkbox"/> Rent Change <input type="checkbox"/> SMR <input type="checkbox"/> Other Servicing	Project Rental Type <input checked="" type="checkbox"/> Family <input type="checkbox"/> Elderly <input type="checkbox"/> Congregate <input type="checkbox"/> Group Home <input type="checkbox"/> Mixed <input type="checkbox"/> LH	Project Type <input type="checkbox"/> Full Profit <input type="checkbox"/> Limited Profit <input checked="" type="checkbox"/> Non-Profit	The following utilities are master metered: <input checked="" type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Water <input type="checkbox"/> Sewer <input type="checkbox"/> Trash <input type="checkbox"/> Other		<input checked="" type="checkbox"/> I hereby request 0 units of RA. Current number of RA units 112 Borrower Accounting Method <input type="checkbox"/> Cash <input type="checkbox"/> Accrual

PART I - CASH FLOW STATEMENT

	CURRENT BUDGET (10/01/2023) (09/30/2024)	ACTUAL (10/01/2023) (09/30/2024)	PROPOSED () ()	
BEGINNING DATES> ENDING DATES>				
OPERATIONAL CASH SOURCES				
1. RENTAL INCOME.....	1,450,716	430,288		
2. RHS RENTAL ASSISTANCE RECEIVED.....		712,287		
3. APPLICATION FEES RECEIVED.....		0		
4. LAUNDRY AND VENDING.....	2,252	1,609		
5. INTEREST INCOME.....	284	1,974		
6. TENANT CHARGES.....	1,100	1,315		
7. OTHER - PROJECT SOURCES.....	0	1,077		
8. LESS (Vacancy and Contingency Allowance).....	(277,715)		()	
9. LESS (Agency Approved Incentive Allowance).....	(0)		()	
10. SUB-TOTAL [(1 thru 7)-(8&9)].....	1,176,637	1,148,550		
NON-OPERATIONAL CASH SOURCES				
11. CASH - NON PROJECT.....	0	0		
12. AUTHORIZED LOAN (Non-RHS).....	0	0		
13. TRANSFER FROM RESERVE.....	100,000	10,000		
14. SUB-TOTAL (11 thru 13).....	100,000	10,000		
15. TOTAL CASH SOURCES (10+14).....	1,276,637	1,158,550		
OPERATIONAL CASH USES				
16. TOTAL O&M EXPENSES (From Part II).....	1,017,402	833,683		
17. RHS DEBT PAYMENT.....	150,703	150,708		
18. RHS PAYMENT (Overage).....		0		
19. RHS PAYMENT (Late Fee).....		0		
20. REDUCTION IN PRIOR YEAR PAYABLES(See Part IV).....		0		
21. TENANT UTILITY PAYMENTS.....		0		
22. TRANSFER TO RESERVE.....	34,500	34,750		
23. RETURN TO OWNER.....	7,500	7,500		
24. SUB-TOTAL (16 thru 23).....	1,210,105	1,026,641		
NON-OPERATIONAL CASH USES				
25. AUTHORIZED DEBT PAYMENT (Non-RHS).....	0	0		
26. ANNUAL CAPITAL BUDGET (From Part III, Line 4 - 6).....	100,000	10,000		
27. MISCELLANEOUS.....	0	0		
28. SUB-TOTAL (25 thru 27).....	100,000	10,000		
29. TOTAL CASH USES (24+28).....	1,310,105	1,036,641		
30. NET CASH (DEFICIT) (15-29).....	-33,468	121,909		
CASH BALANCE				
31. BEGINNING CASH BALANCE.....	30,099	362,860		
32. ACCRUAL TO CASH ADJUSTMENT.....		(22,134)		
33. ENDING CASH BALANCE (30+31+32).....	-3,369	462,635		

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

PART II - OPERATING AND MAINTENANCE EXPENSE SCHEDULE

	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET
1. MAINTENANCE & REPAIRS PAYROLL.....	90,320	89,340	
2. MAINTENANCE & REPAIRS SUPPLY	19,345	25,014	
3. MAINTENANCE & REPAIRS CONTRACT	37,973	27,235	
4. PAINTING AND DECORATING	2,393	3,618	
5. SNOW REMOVAL	0	0	
6. ELEVATOR MAINTENANCE/CONTRACT	0	0	
7. GROUNDS	100,214	107,406	
8. SERVICES	25,821	24,258	
9. ANNUAL CAPITAL BUDGET (From Part V - Operating)	183,240	125,925	
10. OTHER OPERATING EXPENSES(Itemize).....	500	0	
11. SUB-TOTAL MAINT.& OPERATING (1 thru 10)	459,806	402,796	
12. ELECTRICITY	32,000	30,685	
13. WATER	35,000	23,374	
14. SEWER	29,635	12,123	
15. FUEL (Oil/Coal/Gas).....	10,850	3,662	
16. GARBAGE & TRASH REMOVAL.....	30,000	25,638	
17. OTHER UTILITIES	0	0	
18. SUB-TOTAL UTILITIES (12 thru 17)	137,485	95,482	
19. SITE MANAGEMENT PAYROLL	94,552	83,312	
20. MANAGEMENT FEE	89,760	81,206	
21. PROJECT AUDITING EXPENSE	8,000	23,714	
22. PROJECT BOOKKEEPING/ACCOUNTING	0	0	
23. LEGAL EXPENSES	3,500	80	
24. ADVERTISING	4,500	468	
25. TELEPHONE & ANSWERING SERVICE	5,400	5,194	
26. OFFICE SUPPLIES	9,697	3,944	
27. OFFICE FURNITURE & EQUIPMENT	0	516	
28. TRAINING EXPENSE	1,250	1,045	
29. HEALTH INS. & OTHER EMP. BENEFITS	36,983	240	
30. PAYROLL TAXES	16,999	14,526	
31. WORKMAN'S COMPENSATION	13,974	6,841	
32. OTHER ADMINISTRATIVE EXPENSES(Itemize).....	3,964	2,229	
33. SUB-TOTAL ADMINISTRATIVE (19 thru 32)	288,579	223,315	
34. REAL ESTATE TAXES	22,363	25,226	
35. SPECIAL ASSESSMENTS	30,000	0	
36. OTHER TAXES, LICENSES & PERMITS	1,396	11,966	
37. PROPERTY & LIABILITY INSURANCE	77,593	74,327	
38. FIDELITY COVERAGE INSURANCE	180	571	
39. OTHER INSURANCE	0	0	
40. SUB-TOTAL TAXES & INSURANCE(34 thru 39)	131,532	112,090	
41. TOTAL O&M EXPENSES (11+18+33+40).....	1,017,402	833,683	

PART III - ACCOUNT BUDGETING / STATUS

	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	
RESERVE ACCOUNT:				
1. BEGINNING BALANCE	387,767	408,499		
2. TRANSFER TO RESERVE	34,500	34,750		
TRANSFER FROM RESERVE:				
3. OPERATING DEFICIT	0	0		
4. ANNUAL CAPITAL BUDGET.....	100,000	10,000		
5. BUILDING & EQUIPMENT REPAIR.....	0	0		
6. OTHER NON-OPERATING EXPENSES	0	0		
7. TOTAL (3 thru 6)	(100,000)	(10,000)	()	
8. ENDING BALANCE [(1+2)-7]	322,267	433,249		

GENERAL OPERATING ACCOUNT: *

BEGINNING BALANCE.....	a	167,328	Beginning
ENDING BALANCE.....	b	279,197	362,860

REAL ESTATE TAX AND INSURANCE ESCROW

ACCOUNT:*

BEGINNING BALANCE.....	c	195,532	Ending
ENDING BALANCE.....	d	183,438	462,635

TENANT SECURITY DEPOSIT ACCOUNT:*

BEGINNING BALANCE.....	49,340
ENDING BALANCE.....	49,340

(* Complete upon submission of actual expenses.)

Part II, Line 32, Itemization

Travel & promotion	\$	918
Other administrative		949
Credit reports		230
Tenant services		132
	\$	<u>2,229</u>

PART V - ANNUAL CAPITAL BUDGET

Gridley FLH

	Proposed # of units/ items	Proposed From Reserve	Actual From Reserve	Proposed From Operating	Actual From Operating	Actual Total
Appliances:						
Range	15	0	0	9,750	7,997	7,997
Refrigerator	2	0	0	1,600	692	692
Range Hood	0	0	0	0	0	0
Other	0	0	0	0	0	0
Carpet and Vinyl:						
1 BR	0	0	0	0	0	0
2 BR	10	0	0	35,240	1,830	1,830
3 BR	0	0	0	0	0	0
Cabinets:						
Kitchens	3	0	0	3,300	0	0
Bathroom	0	0	0	0	0	0
Doors:						
Exterior	100	0	0	1,700	0	0
Interior	0	0	0	0	0	0
Window Coverings:						
Blinds	5	0	0	0	349	349
Heating and Air Conditioning:						
Heating	5	0	0	3,250	557	557
Air conditioning	0	0	0	0	0	0
Plumbing:						
Water Heater	4	0	0	3,400	0	0
Bath Sinks	0	0	0	0	0	0
Kitchen Sinks	0	0	0	0	0	0
Other:	0	0	0	0	0	0
Major Electrical:						
Detail		0	0	0	0	0
Structures:						
Windows	0	0	0	0	7,803	7,803
Screens	0	0	0	0	0	0
Walls		0	0	0	0	0
Roofing		0	0	0	0	0
Siding		0	0	0	0	0
Paving:						
Asphalt		0	0	15,000	7,000	7,000
Concrete		0	0	0	0	0
Seal and Stripe		0	0	0	0	0
Landscape and grounds:						
Landscaping		50,000	8,500	0	0	8,500
Lawn Equipment		0	0	0	0	0
Recreation area		0	0	0	0	0
Other:		0	0	0	0	0
Accessibility features:						
Detail		0	0	0	0	0
Automation equipment:						
Site management		0	0	0	0	0
Common area		0	0	0	0	0
Other:						
List: Units remodel		0	0	100,000	99,697	99,697
List: _____		0	0	10,000	0	0
List: Transition plan		50,000	1,500	0	0	1,500
TOTAL CAPITAL EXPENSES:	144	100,000	10,000	183,240	125,925	135,925

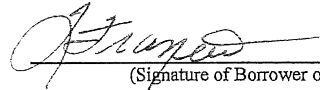
PART VI - SIGNATURES, DATES AND COMMENTS

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

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

17 Dec 2024

(Date)



(Signature of Borrower or Borrower's Representative)

CEO

(Title)

AGENCY APPROVAL (*Rural development Approval Official*):

DATE:

COMMENTS:

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

See Auditors' Report

For the year ended September 30, 2024:

There were no findings or questioned costs for the year ended September 30, 2024.

For the year ended September 30, 2023:

There were no findings or questioned costs for the year ended September 30, 2023.

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE
GRIDLEY FARM LABOR HOUSING**

SCHEDULE OF LEAD AUDITOR

See Auditors' Report

Auditor Information:	Bowman and Company, LLP 10100 Trinity Parkway Suite 310 Stockton, CA 95219
Phone Number:	(209) 473-1040
Fax Number:	(209) 473-9771
Auditor Contact:	Tobbie J. Wells, CPA
Auditor Contact Title:	Partner
Auditor Contact Email:	Twells@cpabowman.com

January 7, 2025

MEMO

To: Board of Commissioners
From: Hope Stone, Finance Director
Subject: Write-Off Comparison

To provide some perspective, below is a chart comparing the corrected 2024 write-off balances to the past five years, along with the six-year averages.

Year	Public Housing	Farm Labor Housing	Housing Authority Owned	Housing Choice Voucher	VASH Security Deposits	Total
2024*	\$ 124,779	\$ 1,662	\$ 12,722	\$ 91,545	\$ -	\$ 230,708
2023	\$ 26,083	\$ -	\$ 46,878	\$ 77,650	\$ 2,010	\$ 152,621
2022	\$ 57,429	\$ 1,219	\$ 28,700	\$ 39,201	\$ -	\$ 126,550
2021	\$ 41,110	\$ 1,660	\$ -	\$ 29,642	\$ -	\$ 72,413
2020	\$ 74,034	\$ 10,765	\$ 8,428	\$ 18,480	\$ 500	\$ 112,207
2019	\$ 71,784	\$ 264	\$ 5,164	\$ 14,004	\$ -	\$ 91,236
Averages	\$ 65,870	\$ 2,595	\$ 16,982	\$ 45,087	\$ 418	\$ 130,952

* While these totals are being written off in this fiscal year, they include past years' balances that were:

1. unable to be collected due to Covid restrictions and/or
2. numbers coming in from prior software system that had to be confirmed and verified which took time.

If you have any questions I will be happy to answer them at the Board Meeting.