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

MEETING AGENDA

November 19, 2026
2:00 p.m.

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

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

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Please join my meeting from your computer, tablet or smartphone.
https://meet.goto.com/590276973
You can also dial in using your phone.
Access Code:
590-276-973
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1 877 309 2073
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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. 5010

ITEMS OF BUSINESS

1. ROLL CALL

2. AGENDA AMENDMENTS

3. CONSENT CALENDAR

3.1 Minutes for the meeting of October 22, 2026

3.2 Checks written for:

3.2.1	Accounts Payable (General) –	$437,885.08
3.2.2	Landlords –	$2,106,022.55
3.2.3	Payroll –	$158,216.40

3.3 Finance Update

3.4 Section 8 Housing Choice Voucher Program

3.5 Property Vacancy Report

3.6 Public Housing

3.7 Construction Projects

3.8 Capital Fund Improvement Projects

3.9 Farm Labor Housing Report

3.10 HACB Owned Properties

3.11 Tax Credit Properties

3.12 Family Self Sufficiency

3.13 Rental Assistance Programs

3.14 2027 Board Meeting Calendar: including modified Board Meeting Date of June 24, 2027

4. CORRESPONDENCE

4.1 CA043 Housing Authority of the County of Butte (HACB) FY2025 Section 8 Management Assessment Program (SEMAP) Corrective Action Plan (CAP) – Approval and Implementation Timeline and Deliverables

4.2 CA043 Housing Authority of the County of Butte (HACB) PHAS Substandard Corrective Action Plan (CAP) Approval and Timeline and Deliverables

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Family Self- Sufficiency (FSS Graduate) – Recognition of FSS Graduate Nathan Anderson.

Recommendation: Resolution No. 5010

5.2 Jeni Rios Consulting – Training and Review of SEMAP and PHAS Indicators.

Recommendation: Training/Information

5.3 Section 8 Assessment Plan (SEMAP) – Jeni Rios, Jeni Rios Consulting review SEMAP report and score presentation. Approve SEMAP submission for HUD.

Recommendation: Resolution No. 5011

5.4 Public Housing Flat Rents – Adopt Public Housing Flat Rents.

Recommendation: Resolution No. 5012

6. MEETING OPEN FOR PUBLIC DISCUSSION

7. MATTERS CONTINUED FOR DISCUSSION

8. SPECIAL REPORTS

9. REPORTS FROM COMMISSIONERS

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

12. COMMISSIONERS' CALENDAR

- **Save the Date: HACB Holiday Luncheon, location TBD**
  Tuesday December 15, 2026; Time: 12:00 pm – 2:00 pm

- **Next Meeting: December 17, 2026**

- **Save the Date: NorCal/Nevada NAHRO 2027 Annual Conference, Napa, CA**
  January 25-26, 2027 ***(no commissioner track)***

13. ADJOURNMENT

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
BOARD OF COMMISSIONERS MEETING

MEETING MINUTES OF
October 22 2026

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 2:04 p.m.

1. ROLL CALL

Present for the Commissioners: Bob Crowe, Laurel Faulk, Tim Merrill, David Pittman, Sarah Richter and Jean Snow; all attended in person with the exception of Laurel Faulk who attended via web conference.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Staff highlighted three specific informational items from the consent calendar for the Board's record.

3.3 Finance Update: Finance Director Karen Wells (in her first month with the HACB) reported on onboarding, program training, audit preparation, and upcoming submission of the unaudited financial data.

3.4 Section 8 Housing Choice Voucher (HCV) Program Report: Rental Assistance Programs Manager, Angie Little reported 95% overall voucher utilization. Per-unit Housing Assistance Payments (HAP) have risen significantly and are projected to

reach $966 per unit by year-end, creating a 2026 monthly overspending shortfall. On October 14, 2026, staff submitted a shortfall funding application to HUD for approximately $282,000 (a small percentage relative to the agency's $2.2M monthly HAP expenditure), with funds anticipated in the December disbursement. Agency reserves are available as a backup. HUD is providing a special funding mechanism to transition the agency's 52 Emergency Housing Vouchers (EHVs) into Tenant Protection Vouchers (TPVs) by year-end rather than absorbing them into the regular HCV pool. Combined with three new Project-Based Voucher (PBV) properties (75 units) coming online in 2027, no shortfall is projected for 2027.

3.5 Property Vacancy Report: Juan Meza and Executive Director Larry reviewed public housing vacancy tracking as part of HUD's Public Housing Assessment System (PHAS) recovery plan. Discussion centered on tightening the 21-day unit turnover window from 30-day notice to lease-up, proactively pulling multiple applicants from the waitlist ahead of anticipated winter slowdowns, and managing competition from newer affordable housing developments built since 2018.

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Section 8 Housing Choice Voucher Program – Response to SEMAP On-Site Assessment & Corrective Action Plan. Deputy Executive Director Tamra Young and Rental Assistance Manager Angie Little reported that HACB contracted with Jenny Rios Consulting ($9,500 for Year 1) to oversee SEMAP quality control (QC) audits, field inspections, Standard Operating Procedures, and staff/Board training. Due to a late SEMAP self-certification submission the previous November, HUD conducted an on-site assessment and placed the agency on a 2–3-year oversight cycle. Following HUD's sample audit (which flagged Yardi data transfer and utility allowance discrepancies), staff initiated a 100% self-audit of all active participant files using standardized checklists and instituted biweekly staff roundtables. The signed Corrective Action Plan (CAP) has been submitted to HUD. Jenny Rios will

attend the November Board meeting to present SEMAP scoring and conduct Board training on the 14 SEMAP indicators and PHAS metrics.

5.2 Housing Authority of the County of Butte – Proposed PHAS Corrective Action Plan & Response to HUD 2025 Substandard Designation. Executive Director Larry Guanzon, Deputy Executive Director Tamra Young, and Public Housing Manager Juan Meza reviewed the agency's progress from a PHAS score of 55 to 79 (one-point shy of Standard Performer status, aided by regaining 25 points for on-time Financial Data Schedule submission). Occupancy reached 95.65% as of September 30, 2026 (0.35% shy of the 96% target). Tenant Accounts Receivable (TARs): Staff established a goal to reduce TARs by 1% per quarter (targeting below the 2.5% threshold). Moving forward, uncollectible former-tenant balances will be written off quarterly rather than annually, while remaining in active collections and tracked via monthly staff reports and quarterly Board reports. Commissioners requested that future quarterly write-off reports include the number of households represented alongside dollar totals per property. The PHAS Corrective Action Plan will be signed and transmitted to HUD on October 22, 2026, to meet the 30-day response deadline, with a formal HUD Memorandum of Agreement (MOA) resolution scheduled for the November meeting.

5.3 HACB Write-Offs – Finance Director Karen Wells presented uncollectible tenant accounts receivable totaling $12,155.14 ($1,157.71 for Chico and $10,997.43 for Oroville public housing, reflecting higher turnover/damage costs in larger 3- and 4-bedroom family units). A minor typo in the accompanying memo was noted for correction; the resolution figure of $12,155.14 was confirmed accurate.

RESOLUTION NO. 5009

Commissioner Richter moved that Resolution No. 5009 be adopted by reading of title only: "WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE". Commissioner Crowe seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

Commissioner Richter inquired about a Community garden/agricultural land lease at Gridley FLH. Discussion took place regarding the feasibility of leasing roughly 10 acres of unused land at the farm labor housing property to a local Community-Supported Agriculture (CSA) organization (similar to Grub/Grout Farms in Chico) to provide gardening/employment opportunities. Staff noted they are awaiting feedback from the third-party property manager and will research potential USDA compliance requirements and reverse-grant opportunities.

8. SPECIAL REPORTS

8.1 NAHRO National Conference, October 15-17, 2026, Denver, Colorado - Executive Director Larry Guanzon reported on attending the NAHRO National Conference in Denver (October 15–17, 2026), participating on the National Member Services Committee, and attending sessions on crisis media relations and Yardi's upcoming AI-enabled front-desk application. Executive Director Guanzon also provided a Federal Budget update, Congress is operating under a Continuing Resolution (CR) providing level funding through December 11, 2026, with lawmakers returning in mid-November to negotiate appropriations and avoid a federal shutdown.

9. REPORTS FROM COMMISSIONERS

Hmong Cultural Center Outreach: Chair Pittman suggested arranging a site visit and tour for the coordinator of the Hmong Cultural Center on Oroville Dam Boulevard, to strengthen outreach and application assistance for Chico's growing Hmong community (noting recent New Year celebrations drew 10,000–12,000 attendees daily and Chico State reports 1,200 Hmong students). Staff welcomed coordinating the visit.

Humboldt Senior Apartments Groundbreaking: Executive Director Guanzon announced that Christian Church Homes will hold a groundbreaking ceremony on November 5, 2026, at 9:30 AM for the 80-unit Humboldt Senior Apartments, to which HACB allocated 25 Project-Based Vouchers. Commissioners were asked to RSVP through Marysol Perez, Executive Assistant.

AI & Public Records Act (PRA) Impacts: Commissioners and staff discussed cybersecurity safeguards against automated AI waitlist bots ahead of potential 2027 waitlist openings, as well as the heavy administrative and legal costs of processing AI-generated Public Records Act requests per month.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **NAHRO Distance Learning Opportunity: Commissioners' Fundamentals October 27 - October 29, 206**
- **Next Meeting: November 19, 2026**

13. ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

Dated: October 22, 2026.

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David W. Pittman, Board Chair

ATTEST:

_____

Lawrence C. Guanzon, Secretary

HOUSING AUTHORITY of the County of Butte

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

3.2 Checks Written
October 2026

Sec - 8 HAP

Computer Checks	$	15,476.58
Direct Deposits	$	2,090,545.97
TOTAL	**$**	**2,106,022.55**

PAYROLL

Employees:

	$	77,420.79
	$	78,248.71
	$	77,430.06
TOTAL	**$**	**155,669.50**

Resident Managers:

	$	857.30
	$	857.30
	$	832.30
TOTAL	**$**	**2,546.90**

BANK ACCOUNTS SUMMARY

Business Activities	$	412,173.18
Banyard	$	1,726.00
BCAHDC	$	23,985.90
TOTAL	**$**	**437,885.08**

November 10, 2026

MEMO

To: Board of Commissioners

From: Karen Wells, Finance Director
Marco Cruz, CFO Consultant
Larry Guanzon, Executive Director

Subject: 3.3 Finance Update

FYE 2026 Closing/Audit Prep

The Accounting department continues to work on the closeout of the fiscal year and with preparing for the upcoming submission of the unaudited financial statements to HUD. We have asked for an extension this year, however we are proceeding with the original due dates still as a target. There is still quite a few tasks to finalize – with that in mind, the quarterly financials presented today are YTD only and not the final ones. We will present a copy of the final ones next quarter.

I recently attended the CalPERS Educational Forum 2026 in Anaheim. It was a good opportunity to learn about our benefit provider with classes targeting the three areas we are responsible to monitor and administer. One thing that impressed me was the abundance of customer support available to use to us. I met with an Actuary who was able to breakdown all the information specific to our agency, then met with a representative for our CERBT account (retirement benefits) and our CalPERS 457b deferred compensation plan. Taking the courses to overview the plans prior to those meetings was a great help in cementing the information they gave for us specifically. I joined Marysol Perez and Ginny Riley on this forum, and the three of us feel better equipped with understanding CalPERS.

Marco Cruz has notified us that he is stepping away from consulting, and is endeavoring on a full-time job with Sacramento Housing and Redevelopment Agency as their new CFO. He will still be assisting us through December, and is going to be here in January for our on-site audit with Smith Marion. We thank him for all the hard work he has done and for guiding HACB to a path that will bring us back full-speed.

FDS/Board: Business Activities (fds-ba)
Budget Comparison

Period = Jul 2026-Sep 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
2999-99-999	Revenue & Expenses										
3000-00-000	INCOME										
3199-00-000	TENANT INCOME	25,416.00	18,372.00	7,044.00	38.34	87,666.00	73,488.00	14,178.00	19.29	73,488.00	(1)
3499-00-000	GRANT INCOME	1,253,605.12	47,814.00	1,205,791.12	2,521.84	2,945,611.50	191,256.00	2,754,355.50	1,440.14	191,256.00	(2)
3699-00-000	OTHER INCOME	1,145,118.08	104,409.00	1,040,709.08	996.76	1,683,049.80	494,005.00	1,189,044.80	240.69	494,005.00	(3)
3999-00-000	TOTAL INCOME	2,424,139.20	170,595.00	2,253,544.20	1,320.99	4,716,327.30	758,749.00	3,957,578.30	521.59	758,749.00	
4000-00-000	EXPENSES										
4199-00-000	ADMINISTRATIVE EXPENSES	174,990.74	101,187.00	-73,803.74	-72.94	581,634.59	404,748.00	-176,886.59	-43.70	404,748.00	(4)
4299-00-000	TENANT SERVICES EXPENSES	903.55	7,914.00	7,010.45	88.58	17,754.43	31,656.00	13,901.57	43.91	31,656.00	
4399-00-000	UTILITY EXPENSES	79,686.82	29,463.00	-50,223.82	-170.46	123,045.68	117,852.00	-5,193.68	-4.41	117,852.00	(5)
4499-00-000	MAINTENANCE AND OPERATIONAL EXPENSES	25,352.97	13,239.00	-12,113.97	-91.50	67,805.57	52,956.00	-14,849.57	-28.04	52,956.00	(6)
4599-00-000	GENERAL EXPENSES	2,757.00	7,575.00	4,818.00	63.60	19,390.26	30,300.00	10,909.74	36.01	30,300.00	
4799-00-000	HOUSING ASSISTANCE PAYMENTS	33,532.00	40,902.00	7,370.00	18.02	149,204.00	163,608.00	14,404.00	8.80	163,608.00	
4899-00-000	FINANCING EXPENSES	369,350.00	0.00	-369,350.00	N/A	523,700.00	0.00	-523,700.00	N/A	0.00	(7)
4999-00-000	CONSTRUCTION EXPENSES	8,150.00	0.00	-8,150.00	N/A	8,150.00	0.00	-8,150.00	N/A	0.00	
5999-00-000	NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	169,731.56	0.00	-169,731.56	N/A	0.00	
8000-00-000	TOTAL EXPENSES	694,723.08	200,280.00	-494,443.08	-246.88	1,660,416.09	801,120.00	-859,296.09	-107.26	801,120.00	
9000-00-000	NET INCOME	1,729,416.12	-29,685.00	1,759,101.12	5,925.89	3,055,911.21	-42,371.00	3,098,282.21	7,312.27	-42,371.00	

(1) Now includes ba-adm items such as Ecenter, Butte Co, NVCatholic - $7k of diff) - **$20k of errors to fix in AR
(2) PTD includes $1.2M pass through IIG Grant to lend to Richmond Oroville Senior housing project.
(3) Acct change for how bond reimb occur - okay
(4) Salaries include $51k for 20abond and $37k - genfund. Includes YTD corr for ba-adm ($235k)
(5) Adj needed for AR to bill Hignell - ($47k)
(6) Additonal property Conditional Assmts
(7) Accounting change - budget not updated to show expected expenses here.

FDS/Board: Capital Fund Grant (fds-cfnd)
Budget Comparison

Period = Jul 2026-Sep 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
2999-99-999	Revenue & Expenses										
3000-00-000	INCOME										
3499-00-000	GRANT INCOME	130,388.55	295,653.00	-165,264.45	-55.90	1,059,092.36	1,182,612.00	-123,519.64	-10.44	1,182,612.00	(1)
3699-00-000	OTHER INCOME	0.00	0.00	0.00	N/A	23,870.22	0.00	23,870.22	N/A	0.00	
3999-00-000	TOTAL INCOME	130,388.55	295,653.00	-165,264.45	-55.90	1,082,962.58	1,182,612.00	-99,649.42	-8.43	1,182,612.00	
4000-00-000	EXPENSES										
4199-00-000	ADMINISTRATIVE EXPENSES	44,977.70	28,599.00	-16,378.70	-57.27	165,193.99	114,396.00	-50,797.99	-44.41	114,396.00	(2)
4299-00-000	TENANT SERVICES EXPENSES	0.00	0.00	0.00	N/A	1,324.56	0.00	-1,324.56	N/A	0.00	
4499-00-000	MAINTENANCE AND OPERATIONAL EXPENSES	160,920.55	0.00	-160,920.55	N/A	217,295.53	0.00	-217,295.53	N/A	0.00	(3)
4599-00-000	GENERAL EXPENSES	0.00	0.00	0.00	N/A	296.07	0.00	-296.07	N/A	0.00	
5999-00-000	NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	0.00	236,522.00	236,522.00	100.00	236,522.00	
8000-00-000	TOTAL EXPENSES	205,898.25	28,599.00	-177,299.25	-619.95	384,110.15	350,918.00	-33,192.15	-9.46	350,918.00	
9000-00-000	NET INCOME	-75,509.70	267,054.00	-342,563.70	-128.28	698,852.43	831,694.00	-132,841.57	-15.97	831,694.00	

(1) Budget based on anticipated usage - ok
(2) Salaries higher - YTD allocation adjustment $5k
(3) Zero budgeted as most costs were anticipated to be fixed assets - but right place for expenses.

FDS/Board: Housing Choice Voucher (fds-hcv)
Budget Comparison

Period = Jul 2026-Sep 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
2999-99-999	Revenue & Expenses										
3000-00-000	INCOME										
3199-00-000	TENANT INCOME	10,678.90	0.00	10,678.90	N/A	50,234.14	0.00	50,234.14	N/A	0.00	(1)
3499-00-000	GRANT INCOME	6,797,911.72	6,706,902.00	91,009.72	1.36	26,564,732.78	26,827,608.00	-262,875.22	-0.98	0.00	(2)
3699-00-000	OTHER INCOME	13,607.61	14,874.00	-1,266.39	-8.51	62,230.57	59,496.00	2,734.57	4.60	0.00	
3999-00-000	TOTAL INCOME	6,822,198.23	6,721,776.00	100,422.23	1.49	26,677,197.49	26,887,104.00	-209,906.51	-0.78	0.00	
4000-00-000	EXPENSES										
4199-00-000	ADMINISTRATIVE EXPENSES	360,702.56	514,329.00	153,626.44	29.87	2,044,797.10	2,057,316.00	12,518.90	0.61	0.00	(3)
4299-00-000	TENANT SERVICES EXPENSES	2,000.00	0.00	-2,000.00	N/A	2,044.97	0.00	-2,044.97	N/A	0.00	(4)
4399-00-000	UTILITY EXPENSES	12,603.33	11,274.00	-1,329.33	-11.79	29,110.58	45,096.00	15,985.42	35.45	0.00	
4499-00-000	MAINTENANCE AND OPERATIONAL EXPENSES	112,466.45	4,086.00	-108,380.45	-2,652.48	252,327.25	16,344.00	-235,983.25	-1,443.85	0.00	(5)
4599-00-000	GENERAL EXPENSES	30,752.53	5,100.00	-25,652.53	-502.99	56,505.42	20,400.00	-36,105.42	-176.99	0.00	(6)
4799-00-000	HOUSING ASSISTANCE PAYMENTS	6,413,608.78	6,108,642.00	-304,966.78	-4.99	25,065,722.73	24,434,568.00	-631,154.73	-2.58	0.00	(7)
5999-00-000	NON-OPERATING ITEMS	0.00	31,387.00	31,387.00	100.00	22,691.52	31,387.00	8,695.48	27.70	0.00	
8000-00-000	TOTAL EXPENSES	6,932,133.65	6,674,818.00	-257,315.65	-3.86	27,473,199.57	26,605,111.00	-868,088.57	-3.26	0.00	
9000-00-000	NET INCOME	-109,935.42	46,958.00	-156,893.42	-334.11	-796,002.08	281,993.00	-1,077,995.08	-382.28	0.00	

(1) Fraud recovery TPAs -not normally budgeted.
(2) Sept HAP payment $110k lower than budget - HUD adj to prior yr calcs
(3) YTD adj of payroll distributions to match corr allocations - $148k - now lines up w/YTD projections.
(4) This expense will be moved - posting error
(5) Variance caused by unbudgeted consulting costs.
(6) Bad Debt write-offs
(7) HAP expenses higher than expected - Port-outs

FDS/Board: EHV (fds-ehv)
Budget Comparison

Period = Jul 2026-Sep 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
2999-99-999	Revenue & Expenses										
3000-00-000	INCOME										
3199-00-000	TENANT INCOME	0.00	0.00	0.00	N/A	-477.00	0.00	-477.00	N/A	0.00	
3499-00-000	GRANT INCOME	281,206.00	341,073.00	-59,867.00	-17.55	1,310,554.00	1,364,292.00	-53,738.00	-3.94	1,364,292.00	(1)
3699-00-000	OTHER INCOME	0.00	378.00	-378.00	-100.00	477.00	1,512.00	-1,035.00	-68.45	1,512.00	
3999-00-000	TOTAL INCOME	281,206.00	341,451.00	-60,245.00	-17.64	1,310,554.00	1,365,804.00	-55,250.00	-4.05	1,365,804.00	
4000-00-000	EXPENSES										
4199-00-000	ADMINISTRATIVE EXPENSES	2,124.17	501.00	-1,623.17	-323.99	14,894.25	2,004.00	-12,890.25	-643.23	2,004.00	(2)
4399-00-000	UTILITY EXPENSES	547.94	0.00	-547.94	N/A	1,235.06	0.00	-1,235.06	N/A	0.00	(3)
4499-00-000	MAINTENANCE AND OPERATIONAL EXPENSES	2,048.94	0.00	-2,048.94	N/A	8,070.32	0.00	-8,070.32	N/A	0.00	(4)
4599-00-000	GENERAL EXPENSES	181.05	0.00	-181.05	N/A	1,219.63	0.00	-1,219.63	N/A	0.00	(5)
4799-00-000	HOUSING ASSISTANCE PAYMENTS	206,808.93	348,795.00	141,986.07	40.71	1,160,150.19	1,395,180.00	235,029.81	16.85	1,395,180.00	(6)
5999-00-000	NON-OPERATING ITEMS	0.00	-31,387.00	-31,387.00	-100.00	0.00	-31,387.00	-31,387.00	-100.00	-31,387.00	(7)
8000-00-000	TOTAL EXPENSES	211,711.03	317,909.00	106,197.97	33.41	1,185,569.45	1,365,797.00	180,227.55	13.20	1,365,797.00	
9000-00-000	NET INCOME	69,494.97	23,542.00	45,952.97	195.20	124,984.55	7.00	124,977.55	1,785,393.57	7.00	

(1) Lower amts received for last qtr - moved clients out of ehv to reg hap - HUD changed deadlines.
(2) Expenses were included in Housing Assistance Payments budget.
(3) Expenses were included in Housing Assistance Payments budget.
(4) Expenses were included in Housing Assistance Payments budget.
(5) Expenses were included in Housing Assistance Payments budget.
(6) Amounts lower as we sunset EHV
(7) EHV can use HCV for admin costs if needed -may have accrual pending

FDS/Board: ROSS grant (fds-ross)
Budget Comparison

Period = Jul 2026-Sep 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
2999-99-999	Revenue & Expenses										
3000-00-000	INCOME										
3499-00-000	GRANT INCOME	18,114.04	25,044.00	-6,929.96	-27.67	36,472.06	100,176.00	-63,703.94	-63.59	100,176.00	(1)
3999-00-000	TOTAL INCOME	18,114.04	25,044.00	-6,929.96	-27.67	36,472.06	100,176.00	-63,703.94	-63.59	100,176.00	
4000-00-000	EXPENSES										
4199-00-000	ADMINISTRATIVE EXPENSES	8,652.08	486.00	-8,166.08	-1,680.26	10,559.46	1,944.00	-8,615.46	-443.18	1,944.00	
4299-00-000	TENANT SERVICES EXPENSES	26,922.87	24,228.00	-2,694.87	-11.12	100,352.37	96,912.00	-3,440.37	-3.55	96,912.00	
5999-00-000	NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	19,563.81	0.00	-19,563.81	N/A	0.00	
8000-00-000	TOTAL EXPENSES	35,574.95	24,714.00	-10,860.95	-43.95	130,475.64	98,856.00	-31,619.64	-31.99	98,856.00	
9000-00-000	NET INCOME	-17,460.91	330.00	-17,790.91	-5,391.18	-94,003.58	1,320.00	-95,323.58	-7,221.48	1,320.00	

(1) ROSS grant covers the salaries, benefits, and training of FSS Coordinators. Net income will net to zero on a fiscal and calendar year basis.

FDS/Board: Public Housing (OPFND) (fds-publ)
Budget Comparison

Period = Jul 2026-Sep 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual	
2999-99-999	Revenue & Expenses										
3000-00-000	INCOME										
3199-00-000	TENANT INCOME	422,865.22	391,977.00	30,888.22	7.88	1,669,528.63	1,567,908.00	101,620.63	6.48	1,567,908.00	
3499-00-000	GRANT INCOME	243,699.34	429,630.00	-185,930.66	-43.28	1,343,515.83	1,718,520.00	-375,004.17	-21.82	1,718,520.00	(1)
3699-00-000	OTHER INCOME	73,627.04	249.00	73,378.04	29,469.09	326,354.77	996.00	325,358.77	32,666.54	996.00	(2)
3999-00-000	TOTAL INCOME	740,191.60	821,856.00	-81,664.40	-9.94	3,339,399.23	3,287,424.00	51,975.23	1.58	3,287,424.00	
4000-00-000	EXPENSES										
4199-00-000	ADMINISTRATIVE EXPENSES	279,564.71	405,228.00	125,663.29	31.01	1,632,703.10	1,620,912.00	-11,791.10	-0.73	1,620,912.00	(3)
4299-00-000	TENANT SERVICES EXPENSES	0.00	1,575.00	1,575.00	100.00	0.00	6,300.00	6,300.00	100.00	6,300.00	
4399-00-000	UTILITY EXPENSES	231,408.42	96,075.00	-135,333.42	-140.86	500,250.21	384,300.00	-115,950.21	-30.17	384,300.00	(4)
4499-00-000	MAINTENANCE AND OPERATIONAL EXPENSES	320,563.50	323,568.00	3,004.50	0.93	1,183,159.67	1,294,272.00	111,112.33	8.58	1,294,272.00	
4599-00-000	GENERAL EXPENSES	290,746.57	100,929.00	-189,817.57	-188.07	478,591.51	403,716.00	-74,875.51	-18.55	403,716.00	(5)
4799-00-000	HOUSING ASSISTANCE PAYMENTS	11,436.00	0.00	-11,436.00	N/A	37,944.00	0.00	-37,944.00	N/A	0.00	
5999-00-000	NON-OPERATING ITEMS	0.00	0.00	0.00	N/A	0.00	-236,522.00	-236,522.00	-100.00	-236,522.00	(6)
8000-00-000	TOTAL EXPENSES	1,133,719.20	927,375.00	-206,344.20	-22.25	3,832,648.49	3,472,978.00	-359,670.49	-10.36	3,472,978.00	
9000-00-000	NET INCOME	-393,527.60	-105,519.00	-288,008.60	-272.94	-493,249.26	-185,554.00	-307,695.26	-165.83	-185,554.00	

(1) Final will change with addtl $121k accrual
(2) YTD Other Income includes $66k final insurance claim for Gardella fire damage.
(3) Salaries and benefits include YTD re-distribution to match actual allocations
(4) $92k Annual Sewer billing; $9k late water bill rec
(5) Write off of $237k bad debt *$107k Pymt-in-lieu of taxes still to accrue.
(6) Capital Fund transfers will be accrued.

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

UNITS LEASED SUMMARY	NOV'26	OCT'26	SEP'26	AUG'26	JUL'26	JUN'26	MAY'26	APR'26	MAR'26	FEB'26	JAN'26	DEC'25
BUTTE												
ACC UNIT MONTHS	1985	1985	1985	1985	1985	1985	1983	1983	1983	1983	1983	1983
CURRENT LEASED	1905	1915	1928	1937	1931	1894	1876	1879	1880	1885	1887	1867
VOUCHER UTILIZATION %	**95.97%**	**96.47%**	**97.13%**	**97.58%**	**97.28%**	**95.42%**	**94.60%**	**94.76%**	**94.81%**	**95.06%**	**95.16%**	**94.15%**
GLENN												
ACC UNIT MONTHS	87	87	87	87	87	87	87	87	87	87	87	87
CURRENT LEASED	100	99	99	99	97	97	99	100	99	98	106	98
VOUCHER UTILIZATION %	**114.94%**	**113.79%**	**113.79%**	**113.79%**	**111.49%**	**111.49%**	**113.79%**	**114.94%**	**113.79%**	**112.64%**	**121.84%**	**112.64%**
VASH												
ACC UNIT MONTHS	229	229	229	229	214	214	214	214	214	214	214	214
CURRENT LEASED	190	192	192	192	188	191	190	193	195	189	189	188
VOUCHER UTILIZATION %	**82.97%**	**83.84%**	**83.84%**	**83.84%**	**87.85%**	**89.25%**	**88.79%**	**90.19%**	**91.12%**	**88.32%**	**88.32%**	**87.85%**
TOTAL												
ACC UNIT MONTHS	2301	2301	2301	2301	2286	2286	2284	2284	2284	2284	2284	2284
CURRENT LEASED	2195	2206	2219	2228	2216	2182	2165	2172	2174	2172	2182	2153
VOUCHER UTILIZATION %	**95.39%**	**95.87%**	**96.44%**	**96.83%**	**96.94%**	**95.45%**	**94.79%**	**95.10%**	**95.18%**	**95.10%**	**95.53%**	**94.26%**

HAP SUMMARY*	NOV'26	OCT'26	SEP'26	AUG'26	JUL'26	JUN'26	MAY'26	APR'26	MAR'26	FEB'26	JAN'26	DEC'25
ACC BUDGET	$ 2,052,490	$ 2,052,490	$ 2,052,490	$ 2,052,490	$ 2,047,885	$ 2,047,885	$ 2,045,538	$ 2,045,538	$ 2,045,538	$ 2,045,538	$ 2,045,538	$ 1,854,477
ACTUAL HAP	$ 1,996,164	$ 2,005,313	$ 2,085,621	$ 2,105,718	$ 2,112,734	$ 2,058,964	$ 2,034,136	$ 2,023,159	$ 2,025,653	$ 2,026,490	$ 2,020,053	$ 1,974,219
PER UNIT COST	$ 909	$ 909	$ 940	$ 945	$ 953	$ 944	$ 940	$ 931	$ 932	$ 933	$ 926	$ 917
BUDGET UTILIZATION %	**97.26%**	**97.70%**	**101.61%**	**102.59%**	**103.17%**	**100.54%**	**99.44%**	**98.91%**	**99.03%**	**99.07%**	**98.75%**	**106.46%**

ACTIVITY SUMMARY	NOV'26	OCT'26	SEP'26	AUG'26	JUL'26	JUN'26	MAY'26	APR'26	MAR'26	FEB'26	JAN'26	DEC'25
# PORT IN BILLED	1	1	1	5	6	44	46	47	46	45	41	41
#PORT OUT UNDER CONTRACT	90	92	88	89	89	94	93	90	90	84	82	81
ZERO HAP	10	11	9	7	7	9	9	10	8	9	7	9
UTILITY ASSISTANCE PAYMENTS	122	125	120	126	115	122	123	124	136	129	135	136
NEW ADMISSIONS	**	5	3	10	10	10	7	1	9	12	3	12
INITIAL VOUCHERS SEARCHING	15	15	23	23	27	17	17	11	13	15	14	8
ACTUAL/ESTIMATED EOP	15	12	11	12	16	22	17	21	17	10	8	14
REMAIN ON WAITING LIST	468	468	468	468	1501	1501	1501	1501	1501	1501	1501	1501

*HAP Summary is a "snapshot" as of the 1st of the month, which does not include prior month adjustments per VMS.
**No data.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE
VACANCY REPORT AS OF THE 1ST OF THE MONTH
2025-2026

HOUSING AUTHORITY OWNED PROPERTIES													
	Gridley FLH	Open Market Units											
Location	FLH	Demo	Other	Gridley Springs II	Cameo	Locust	Alamont	Evanswood	Mayer Commons	Lincoln	Park Place	Total	Occupancy
# of Units	115*	6	0***	24	20	10	30	31	12	18	40	191	%
Nov-26	11**	0	0***	0	2	0	4	1	2	1	0	10	94.8%
Oct-26	11**	0	0***	0	2	0	3	0	0	0	0	5	97.4%
Sep-26	11**	0	0***	0	2	0	3	0	0	0	0	5	97.4%
Aug-26	11**	0	0***	0	1	0	2	0	0	0	0	3	98.4%
Jul-26	11**	0	0***	0	0	1	1	0	0	1	1	4	97.9%
Jun-26	11**	0	0***	0	0	0	1	0	1	1	0	3	98.4%
May-26	11**	0	0***	0	0	0	2	0	1	2	0	5	97.4%
Apr-26	11**	0	0***	0	0	0	0	2	2	0	0	4	97.9%
Mar-26	14**	0	0***	0	0	0	0	1	4	0	1	6	96.9%
Feb-26	12**	0	0***	0	2	1	1	0	4	0	2	10	94.8%
Jan-26	13**	0	0***	0	1	1	0	0	4	1	1	8	95.8%
Dec-25	13**	0	0***	1	0	2	0	0	5	0	2	10	94.8%

* 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.

*** 2131 Fogg Avenue, Oroville Vacant Lot

HUD LOW-INCOME PUBLIC HOUSING									
Location	Gridley	Biggs	Chico	Oroville	Chico	Oroville	Oroville	Total	Occupancy
Project #	43-1, 4	43-2	43-3	43-10	43-13	43-14	43-15		
# of Units	50	20	100	60	45	20	50	345	%
Nov-26	1	0	2	1	1	0	0	5	98.6%
Oct-26	0	0	4	0	0	1	0	5	98.6%
Sep-26	1	0	1	0	0	2	0	4	98.8%
Aug-26	2	0	3	1	0	1	0	7	98.0%
Jul-26	1	0	3	0	0	2	0	6	98.3%
Jun-26	1	0	2	2	1	1	1	8	97.7%
May-26	2	1	3	1	1	1	1	10	97.1%
Apr-26	2	0	1	0	6	0	2	11	96.8%
Mar-26	4	1	2	0	2	1	1	11	96.8%
Feb-26	2	0	3	0	2	1	1	9	97.4%
Jan-26	1	0	4	0	2	1	2	10	97.1%
Dec-25	1	0	8	0	1	1	2	13	96.2%

BANYARD MGMT	
Location	Chico Commons
# of Units	72
Nov-26	0
Oct-26	0
Sep-26	0
Aug-26	1
Jul-26	5
Jun-26	5
May-26	6
Apr-26	6
Mar-26	7
Feb-26	7
Jan-26	7
Dec-25	9

BCAHDC				
Location	1200 Park Ave	Gridley Springs I	Harvest Park	Walker Commons
# of Units	107	32	90	56
Nov-26	5	0	3	4
Oct-26	4	1	2	4
Sep-26	4	0	0	3
Aug-26	5	1	0	2
Jul-26	4	1	1	2
Jun-26	5	1	0	2
May-26	3	0	0	1
Apr-26	3	1	0	1
Mar-26	5	2	1	0
Feb-26	5	2	5	0
Jan-26	7	1	4	0
Dec-25	7	2	1	0

Public Housing

Waiting List: Number of Applicants

Bedroom Size	Chico	est wait	Oroville	est wait	Gridley/Biggs	est wait
1	16 Transfer list	6+	2683	6+	2120	6+
2	4535	3+			862	2+
3	657	2+	708	2+	463	2+
4	308	5+			123	4+
5					38	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	16	3	513	3	385	2
2	651	7			65	
3	24	2	18	6	16	
4	7	4+			1	
5					2	

MEMO

Date: November 13, 2026

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager

Subject: Status of HACB Construction Projects

As of November 13, 2026, the status of HACB construction activity follows:

2020A Bond – Activities:

- To date, **$9,503,644** has been obligated, representing **100%** of the **$9,503,644** Project Fund. Expenses paid to date 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 (unless noted otherwise). All remaining improvements are expected to be started by the end of 2026, and when complete, all funds will be fully expended.

Mayer Commons (formerly Kathy Court Apartments), Paradise:

- Upon coordinating with Town of Paradise and HCD staff, the HACB is required to conduct a Cost Certification, which shall be prepared by a CPA (Certified Public Accountant). As of this writing, the draft Cost Certification has been received.
- HACB staff sent the final CDBG-DR Draw Request upon conferring with Town of Paradise staff. The final Draw Request is currently under review and is expected to be received upon completion of the Cost Certification, which will mark the final completion of this project.

Park Place Apartments, Oroville:

Electric Panel Replacement Project: Replacement of GTE Sylvania electric panels in each dwelling unit as well as the Community Room.

- A public bid opening was held on September 1, 2026 and nine (9) bids were received.
- As of this writing, Pre-Construction is underway and work is expected to commence in late November.



Park Place Apartments, Oroville – Electric Panels slated for replacement

1519 Locust Apartments, Chico:

Electric Panel Replacement Project: Replacement of GTE Sylvania electric panels in each dwelling unit as well as the Laundry Room.

- A public bid opening was held on October 13, 2026 and two (2) bids were received. As of this writing, Pre-Construction is underway and work is expected to commence in December.




1519 Locust Apartments, Chico – Electric Panels slated for replacement

Cordillera Apartments, Chico:

Electric Panel Replacement Project: Replacement of Zinsco electric panels in each dwelling unit as well as the Community Room.

- A public bid opening was held on October 28, 2026 and two (2) bids were received.
- As of this writing, contract preparation is underway and work is expected to commence in December.




Cordillera Apartments, Chico – Electric Panels slated for replacement

Farm Labor Housing, Gridley: *State Water Board Backup Generator Funding Program includes the installation of a new 200kW natural gas generator and a 200A automatic transfer switch.*

- As of this writing, all preparatory site work has been completed. This includes, installation of underground and aboveground gas piping, installation of underground electrical conduit, installation of the concrete foundation and installation of the chain link fencing.
- The contractor briefly returned to the site in early October to install the Automatic Transfer Switch (ATS).
- PG&E returned to the site in early October to complete the installation of the new gas service required to accommodate the new generator.
- Work on-site will resume upon delivery of the generator, which is currently slated for January, 2027.

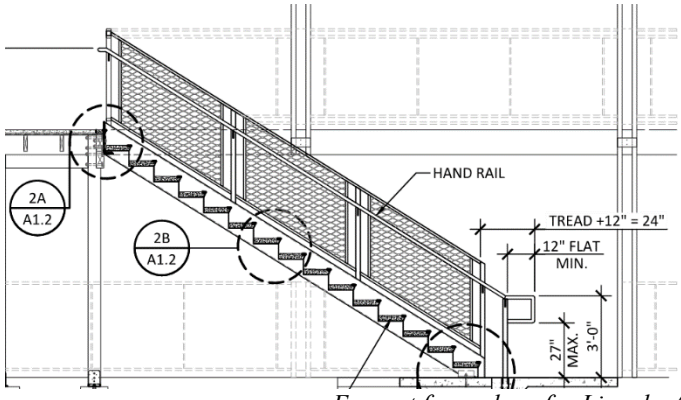


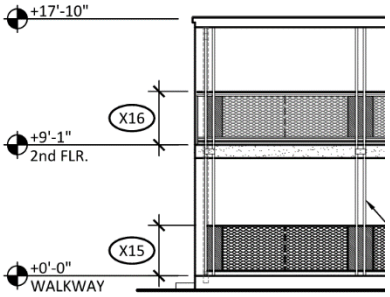


Farm Labor Housing, Gridley –Preparatory site work complete

Lincoln Apartments, Chico: *Exterior Rehabilitation with emphasis on railing replacement, stair tread replacement, and exterior painting.*

- A public bid opening was held on October 27, 2026 and three (3) bids were received.
- As of this writing, contract preparation is underway and work is expected to commence in December.





Excerpt from plans for Lincoln Apartments, Chico

Fogg Avenue Apartments, Oroville: *Development Initiative (Bare land, 1.32-acres)*

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





Proposed Fogg Avenue Apartments, Oroville

12 Month HACB Construction Project Schedule - November, 2026

	Budgeted Amount	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	Aug-27	Sep-27	Oct-27
Park Place Apartments, Oroville													
Electric Panel Replacement Project	$119,270												
1519 Locust Apartments, Chico													
Electric Panel Replacement Project (estimate)	$70,820												
Cordillera Apartments, Chico													
Electric Panel Replacement Project (estimate)	$173,359												
Farm Labor Housing, Gridley													
Well Backup Generator Project	$500,000												
Lincoln Apartments, Chico													
Railing and Stair Replacement Project (estimate)	$286,600												
Fogg Avenue Apartments, Oroville													
Design Development and Construction Drawings	$450,000												
Seek Funding and Grant Application Preparation	$50,000												
Total next 12 months:	**$1,650,049**												

Planning/Design/Bid Phase
Construction Phase
Completed

MEMO
Date: November 12, 2026
To: Board of Commissioners
From: Sheri Bouvier, Contracts Administrator
Subject: Capital Fund Construction Projects – Status Update

As of November 12, 2026, the following summarizes the status of current HACB Capital Fund construction activities:

Tree Trim and Removal Project –South County Sites
- IFB issued 9/2/2026.
- ICE: $185,000
- Status: Under Contract
- Contract Award to: Richard's Tree Service
- Contract Amount: $137,000.00
- Start Date: November 9, 2026

Roof Replacements – 15 Select Sites
- RFP issuance est. 12/20/26.
- ICE: $300,000
- Status: Scope/Specs Development

Winston Gardens – Painting and Stucco Replacement Project
- RFP issuance est. 12/15/26.
- ICE: $500,000
- Status: Scope/Specs Development

Asbestos Floor Tile Abatement – All Sites
- Ongoing during unit turnover. 169 of 232 units completed

DETAILED CAPITAL FUND ACTIVITY BY CAPITAL FUND PROJECT

Capital Fund 2023, Funding Amount $1,147,379.00 to be expended by February 16, 2027
This Capital Fund is 99.99% obligated and 99.99% expended.

- ACM Tile Replacement – All concrete-block units – ongoing
- Paint Trim - at 43-14 and 43-15 in Oroville – project completed
- Fencing – add additional wrought iron fencing and access control systems to the perimeter of the Winston Gardens property. – project completed

- Exterior Lighting – Winston Gardens - upgrade exterior grounds and parking lot pole lighting to LED
- Security Camera – Install security cameras to the grounds and interior of the WG 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 at Winston Gardens – project completed
- Roof Replacement – Replace 15 roofs which reached the end of their useful life – Chico PH – project complete

Capital Fund 2024, Funding Amount $1,159,420.00 to be expended by May 5, 2028
This Capital Fund is 97.39% obligated and 97.28% expended.

- HVAC Replacement Project– Select units, replace HVAC units which have reached the end of their useful life, in progress as needed
- Bathroom Tub/Shower Remodel – Select concrete block units, during unit turnover or as needed
- Kitchen Cabinet Replacements – 24 Natoma Ct and 1168 Humboldt Ave. Chico – projects complete
- New Monument Signs – replace monuments signs at Rhodes Terrance and Shelton Oaks, project complete
- Tree Trim and Removal Project – North County – project complete
- Barrier Free Shower System Installation – 7 Natoma Ct., Chico – project completed
- ADA Access Ramp – 7 La Leita Ct., Chico – project completed
- Roof Replacement – 1239 Ivy Street, Chico – project completed
- Security Camera – Willow St Shop

Capital Fund 2025, Funding Amount $1,115,592.00 to be expended by May 12, 2029
This Capital Fund is 30% obligated and 30% expended.

- HVAC Replacement Project– Select units, replace HVAC units which have reached the end of their useful life, in planning
- Window Replacement Project– Select units, replace windows which have compromised thermo-seals
- Roof Replacement Project– Select units, replace roofs which have reached the end of their useful life, in planning
- Tree Trim and Removal Project – South County
- Kitchen Cabinet Replacements – Select units Amp wide replace kitchen cabinets which have reached the end of their useful life, in planning
- Paint – at 43-10 in Oroville – Select units in phases, in planning
- Winston Gardens Paint and Stucco Replacement project

Housing Authority of the County of Butte

HUD Low Income Public Housing

Capital Fund Program - Summary by Capital Fund Project

Cash Available as of 11/12/2026

Capital Funds CF-23, CF-24,CF-25

			CF-23			CF-24			CF-25			Totals		
			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				-			-			-	-	-
2	1406	Operations (25% Max)	45,668.00	45,668.00	45,668.00	231,314.00	231,314.00	231,314.00	223,118.40	223,118.40	223,118.40	500,100.40	500,100.40	-
3	1408	Management Improvements				5,000.00	-	-	-	-	-	5,000.00	-	5,000.00
4	1410	Administration (10% Max)	91,336.00	91,336.00	91,336.00	115,657.00	115,657.00	115,657.00	111,559.20	111,559.20	111,559.20	318,552.20	318,552.20	-
14	1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment	1,010,375.00	1,010,364.66	1,010,364.66	807,449.00	782,167.71	780,930.34	780,914.40		-	2,598,738.40	1,791,295.00	807,443.40
			1,147,379.00	1,147,368.66	1,147,368.66	1,159,420.00	1,129,138.71	1,127,901.34	1,115,592.00	334,677.60	334,677.60	3,422,391.00	2,609,947.60	812,443.40
				99.999%	99.999%		97.39%	97.28%		30.00%	30.00%			

Housing Authority of the County of Butte

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 11/12/2026	-	-	5,000.00	-	807,443.40	812,443.40	
	CF-23, CF-24, CF-25 Funding							
100	Reserved Budget	-					-	
1406	Operations		-				-	
1408	Management Improvements			5,000.00			5,000.00	
1410	Administration				-		-	
1480	General Capital Fund Activity: Site Improvement, Dwelling Structures, Dwelling Equipment					807,443.40	807,443.40	
							812,443.40	Total
		0.00	0.00	0.00	0.00	0.00	0.00	

MEMO

Date: November 13, 2026

To: HACB Board of Commissioners

From: Juan Meza, Public Housing Manager
Taylor Gonzalez, Project Manager

Subject: Farm Labor Housing, Gridley – status report

As of November 1st, there's a total of (78) occupied units. There were no move-in's or move-out's during the month of October, 2026. A total of (11) concrete block units are vacant and are rent ready. (18) units are deemed uninhabitable, and (8) are offline, waiting for the next phase renovation. **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 (2) intent to vacate notices at this time. Unpaid rents – there are several and AWI is in the process of collecting.



AWI Staff Participating in the Dia del Niño Event in Gridley, CA

There are several applicants on the waiting list at this time, and AWI has brought in additional staff to help expedite turns. Marketing includes distribution of flyers to local farms and businesses, a listing on Craig's List, and move-in specials along with referral incentives to attract qualified applicants. AWI is currently running another advertisement in the local Spanish radio station. AWI staff have also placed banners and balloons on the grounds to increase visibility.

Monthly rental income came in at $1,188 less than budget at $115,527. YTD income comes in the same as this is the first month of the fiscal year. Monthly expenses are $8,758 more than budget at

$94,754. Overages are reflected in professional services, personnel costs, other admin, repairs & maintenance. Our monthly NOI came to a $20,773 or $9,946 less than budget.

The proposed annual FLH budget which fiscal year consists of October 1 thru September 30th was submitted to USDA on 7-1-26 and is due to HCD by August 1, 2026. We know there will be some revisions as "rent increases" need to be approved by USDA and utility allowances are being formulated by US Consultants which will revise the anticipated income for the 2026-27 fiscal year.

USDA-RD has acknowledged receipt of the request submitted by AWI for a waiver to rent to non-farm labor households. However, AWI has not received a response from USDA-RD on whether or not the waiver will be approved after multiple follow up attempts. The current government shutdown has further delayed the resolution of this and other pending items. 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. Per Housing Community & Development (HCD) the site would still need to maintain at least (86) households that are farm labor eligible to remain in compliance.

Chavarria's Landscaping continues to provide landscaping services for the property. Although AWI staff had originally planned to repaint the exterior of the maintenance shops and install borders around the playground areas, both projects have been deferred and incorporated into the 2027 budget. Pothole repairs will be scheduled annually.



Unrenovated 1980's era Concrete-block Unit

Mi C.A.S.A. held its monthly food distribution on November 10, 2026. The program is currently halfway through its fall session of classes, which began on August 31, 2026. Mi C.A.S.A. staff report strong participation, with approximately (30–40) students attending classes each day. In the coming weeks, HACB staff will work with Mi C.A.S.A. staff to for the 2027 NAHRO "What Home Means to Me" poster contest. This annual activity provides an opportunity for participating students to express their creativity and share their perspectives on the meaning and importance of home.

The NVCSS Promotores Dual Language Learning (DLL) program is currently working with (14-16) families weekly within the community building on Staff Dr. Promotores staff would like to

move forward with a plan to introduce a hydroponic unit to grow herbs and tomatoes as part of a community garden for all residents. The location for the community garden was approved as they will be using raised plantar beds. The location for community garden is near the chapel where the raised plantar beds will be located.

Housing Community & Development (HCD) performed their annual monitoring inspection of the Gridley FLH resident files and rental units on July 8th through July 10th, 2025. AWI and HACB staff were present to assist HCD staff with access to the rental units and answer any questions in regards to the resident files. All requested documents requested by HCD have been submitted by AWI staff. The (213) findings found during the physical inspections of the units will require an extension in order to make all of the repairs needed. AWI sent an initial response to HCD on September 19, 2025 and a partial clearance letter was received in November, 2025. AWI submitted the second response to HCD to resolve all findings. The final clearance letter from HCD dated February 18, 2026 was presented in the February Board **meeting.** The HCD inspection has triggered a letter from the California Department of Justice to ensure we are following Lead Safety requirements at the property. The HACB and AWI 3rd party property manager has submitted a response and has provided all documents requested to ensure compliance. We are currently awaiting a reply from DOJ.



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 (1478/1482 Ogden Ave.) last year which are now rented, and have completed another (2) cinderblock units (1464/1468 Ogden Ave.) which they plan to rent out as soon as they have qualified applicants.

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; following the passage of Resolution 4990 and execution of the construction contract, work has officially commenced on-site. As of this writing, all preparatory site work has been completed. This includes installation of underground and aboveground gas piping, underground electrical conduit, concrete foundation, chain link fencing, automatic transfer switch, and installation of the new PG&E gas service. Work on-site will resume upon delivery of the generator, which is currently slated for January, 2027. Please also see Taylor Gonzalez's construction report on the FLH Well Generator narrative.

Please find third party property manager AWI's October, 2026 report following.

Gridley Farm Labor Housing

October 2026

11 units available • 0 Move-in • 0 Move-out

Vacancy Advertising

- The property is offering move-in specials and referral incentives to attract qualified applicants
- Flyers have been placed in heavily trafficked areas
- Banners and balloons are displayed on the grounds to increase visibility
- Running another radio ad
- Staff have visited multiple employers in the area and supplied them with the fliers

Current Staffing

Staffing

Manager: Miriam Sainz
Assistant Manager: Ana Martinez
Maintenance: Eriberto Martinez
Assistant Maintenance: Hillary McClelland

Vacancy Overview

CURRENT

#OG 1461-1103: ***Unit is ready,*** looking for qualifying applicants

#Ern 863-0803: ***Unit is ready,*** Applicant pending clarifications with compliance.

#OG 1495-1114: ***Unit is ready,*** looking for qualifying applicants

#SU 1517-0305: ***Unit is ready,*** Applicant declined offered unit.

UPCOMING

#SU 1528-0311: Forbearance signed with a vacate date of 3/15/26. Failed to vacate. **This unit is pre-leased once we get possession**. We have taken back the unit. We are waiting for the resident to collect their belongs as of 10/31/26.

Capital Projects

Budgeted Items planned for 2026

Rehab 2 more units: ~~Two units scheduled for completion in 2026.~~

Pothole repairs: Yearly pothole repairs

Painting: ~~Paint the property shops if approved~~

Playground upgrades: ~~Add a border around the playground so that ground cover can be added under the playground.~~

Current Status

Rehab 2 more units: Completed

Pothole repairs: This task will be done annually

Painting: This will need to be moved into 2027 budget.

Playground upgrades: This will need to be moved into 2027 budget.

Canal Cleaning: Completed

Gutter cleaning: Scheduled

Rehab units

In Progress

#OG 1464-1105: ***Unit is ready,*** looking for qualifying applicants

#OG 1468-1106: ***Unit is ready,*** looking for qualifying applicants

#MC 1464-0503: Gathering alternative bids for 2027 Rehab

#MC 1468-0504: Gathering alternative bids for 2027 Rehab

Current site breakdown

- **78 Occupied**
- **8 Units held for the next phase of rehab / in house rehab**
- **18 Units deemed uninhabitable (old wooden units)**
- **11 Units available for occupancy**

Additional Notes

- The site attended the Día de los Muertos to advertise the site and the vacancies.

AWI Management Corporation is an Equal Opportunity provider.

Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4000-03	**INCOME**									
4110-00	Market/Contract Rent	139,807	140,555	-748	-1	139,807	140,555	-748	-1	1,686,660
4190-00	Gain/Loss to Lease	2,075	0	2,075	N/A	2,075	0	2,075	N/A	0
4999-99	GROSS POTENTIAL RENT	141,882	140,555	1,327	1	141,882	140,555	1,327	1	1,686,660
5000-00	INCOME ADJUSTMENTS									
5110-00	Vacancy Loss	-23,914	-20,540	-3,374	-16	-23,914	-20,540	-3,374	-16	-246,472
5120-00	Admin Unit-Non Rev	-3,252	-3,626	374	10	-3,252	-3,626	374	10	-43,512
5199-98	TOTAL INCOME ADJUSTMENTS	-27,166	-24,166	-3,000	-12	-27,166	-24,166	-3,000	-12	-289,984
5199-99	NET RENTAL INCOME	114,716	116,389	-1,673	-1	114,716	116,389	-1,673	-1	1,396,676
5500-00	OTHER INCOME									
5510-00	Laundry Income	98	118	-20	-17	98	118	-20	-17	1,416
5590-00	Other Tenant Income	0	25	-25	-100	0	25	-25	-100	300
5600-00	Interest Income	487	183	304	166	487	183	304	166	2,196
5610-00	Interest Income-Restricted Reserve	226	0	226	N/A	226	0	226	N/A	0
5999-98	TOTAL OTHER INCOME	811	326	485	149	811	326	485	149	3,912
5999-99	**TOTAL INCOME**	**115,527**	**116,715**	**-1,188**	**-1**	**115,527**	**116,715**	**-1,188**	**-1**	**1,400,588**
6000-00	**OPERATING EXPENSES**									
6000-01	NON-CONTROLLABLE EXPENSES									
6000-02	TAXES AND INSURANCE									
6100-10	Real Estate Taxes-Special Assessments	2,500	2,500	0	0	2,500	2,500	0	0	30,000
6100-20	Real Estate Taxes-PILOT	1,559	1,649	90	5	1,559	1,649	90	5	19,788
6120-00	Other Taxes/Fees/Permits	0	417	417	100	0	417	417	100	5,004
6150-00	Property Insurance-GL	5,031	7,818	2,787	36	5,031	7,818	2,787	36	93,816
6170-00	Bond Premiums	0	106	106	100	0	106	106	100	1,272
6199-99	TOTAL TAXES AND INSURANCE	9,089	12,490	3,401	27	9,089	12,490	3,401	27	149,880
6200-00	UTILITIES									
6210-00	Electricity-Common Areas	4,791	3,692	-1,099	-30	4,791	3,692	-1,099	-30	44,304
6210-10	Electricity-Units	411	133	-278	-209	411	133	-278	-209	1,596
6220-00	Water-Domestic	4,196	3,201	-996	-31	4,196	3,201	-996	-31	38,412
6230-00	Sewer-Standard Billing	2,470	2,618	148	6	2,470	2,618	148	6	31,416
6240-00	Gas/Heating Fuel-Units	288	176	-112	-64	288	176	-112	-64	2,112
6240-10	Gas/Heating Fuel-Common Areas	20	333	313	94	20	333	313	94	3,996
6250-00	Trash-Standard Pickup	1,648	2,500	852	34	1,648	2,500	852	34	30,000
6250-10	Trash-Bulk Pickup	0	56	56	100	0	56	56	100	672
6299-99	TOTAL UTILITIES	13,825	12,709	-1,116	-9	13,825	12,709	-1,116	-9	152,508
6300-00	PROPERTY MANAGEMENT FEES									
6320-00	Management Fees	6,500	8,500	2,000	24	6,500	8,500	2,000	24	102,000
6399-98	TOTAL PROPERTY MANAGEMENT FEES	6,500	8,500	2,000	24	6,500	8,500	2,000	24	102,000

Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6399-99	TOTAL NON-CONTROLLABLE EXPENSES	29,414	33,699	4,285	13	29,414	33,699	4,285	13	404,388
6400-00	CONTROLLABLE EXPENSES									
6400-01	PROFESSIONAL FEES									
6410-00	Audit Fees	708	744	36	5	708	744	36	5	8,928
6420-00	Bookkeeping Fees	350	350	0	0	350	350	0	0	4,200
6430-00	Legal-Evictions	359	417	58	14	359	417	58	14	5,004
6440-00	Professional Fees	54	0	-54	N/A	54	0	-54	N/A	0
6470-30	Consulting Fee-ADA	1,500	0	-1,500	N/A	1,500	0	-1,500	N/A	0
6470-90	Consulting Fee-Other	2,600	0	-2,600	N/A	2,600	0	-2,600	N/A	0
6499-99	TOTAL PROFESSIONAL FEES	5,571	1,511	-4,060	-269	5,571	1,511	-4,060	-269	18,132
6500-00	PERSONNEL COSTS									
6510-00	Maintenance Wages-Base	11,299	10,109	-1,190	-12	11,299	10,109	-1,190	-12	121,308
6510-10	Maintenance Wages-Overtime	3,442	0	-3,442	N/A	3,442	0	-3,442	N/A	0
6510-30	Maintenance Wages-Vacation	367	0	-367	N/A	367	0	-367	N/A	0
6510-40	Maintenance Wages-PTO	282	0	-282	N/A	282	0	-282	N/A	0
6520-00	Manager Wages-Base	11,551	10,778	-773	-7	11,551	10,778	-773	-7	129,346
6520-10	Manager Wages-Overtime	1,197	0	-1,197	N/A	1,197	0	-1,197	N/A	0
6520-30	Manager Wages-Vacation	407	0	-407	N/A	407	0	-407	N/A	0
6520-40	Manager Wages-PTO	372	0	-372	N/A	372	0	-372	N/A	0
6540-00	Employer Social Security	1,768	1,929	161	8	1,768	1,929	161	8	23,148
6540-10	Employer Medicare	413	0	-413	N/A	413	0	-413	N/A	0
6540-40	401(k) Match (Employer)	0	67	67	100	0	67	67	100	804
6550-00	Workers Comp Insurance	1,523	986	-537	-54	1,523	986	-537	-54	11,832
6555-00	Personnel Medical Insurance	1,758	3,344	1,586	47	1,758	3,344	1,586	47	40,128
6555-10	HRA Medical Insurance	0	800	800	100	0	800	800	100	9,600
6560-00	Life Insurance	8	8	0	4	8	8	0	4	96
6599-99	TOTAL PERSONNEL COSTS	34,388	28,021	-6,367	-23	34,388	28,021	-6,367	-23	336,262
6600-00	MARKETING AND LEASING COSTS									
6610-00	Advertising	0	125	125	100	0	125	125	100	1,500
6620-00	Credit Checking	19	0	-19	N/A	19	0	-19	N/A	0
6699-99	TOTAL MARKETING AND LEASING COSTS	19	125	106	85	19	125	106	85	1,500
6700-00	GENERAL AND ADMINISTRATIVE									
6700-01	CONTRACT/RECURRING G/A									
6700-10	P/M IT	399	249	-150	-60	399	249	-150	-60	2,988
6700-20	P/M Software	0	122	122	100	0	122	122	100	1,464
6700-30	P/M Software-Yardi	773	1,798	1,025	57	773	1,798	1,025	57	21,576
6710-00	Telephone	193	268	75	28	193	268	75	28	3,216
6710-10	Internet	205	300	95	32	205	300	95	32	3,600
6710-20	Cell Phone Reimbursement	240	180	-60	-33	240	180	-60	-33	2,160
6715-20	Toner Expenses	77	0	-77	N/A	77	0	-77	N/A	0
6715-30	Toner/Copier Expense	0	37	37	100	0	37	37	100	444

Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6720-00	Postage/Freight	123	42	-81	-193	123	42	-81	-193	504
6730-00	Office Supplies/Expense	151	393	242	62	151	393	242	62	4,716
6735-00	Office Furniture and Equipment	146	0	-146	N/A	146	0	-146	N/A	0
6740-00	Water/Coffee Service	0	5	5	100	0	5	5	100	60
6820-00	Tenant Services-General	0	42	42	100	0	42	42	100	504
6860-00	Security-Svc Contract	1,900	2,162	262	12	1,900	2,162	262	12	25,944
6880-00	Pest Control-Svc Contract	490	250	-240	-96	490	250	-240	-96	3,000
6890-00	Fire/Alarm-Svc Contract	0	308	308	100	0	308	308	100	3,696
6895-00	Cable-Internet/TV Service	128	0	-128	N/A	128	0	-128	N/A	0
6899-99	TOTAL CONTRACT/RECURRING G/A	4,826	6,156	1,330	22	4,826	6,156	1,330	22	73,872
6900-00	OTHER G/A									
6910-00	Other Admin-General	0	40	40	100	0	40	40	100	480
6930-00	Mileage	1,404	0	-1,404	N/A	1,404	0	-1,404	N/A	0
6940-00	Travel and Promotion	0	67	67	100	0	67	67	100	804
6940-20	Travel Expense-Fuel/Parking/Etc	110	0	-110	N/A	110	0	-110	N/A	0
6950-00	Training Expense	0	117	117	100	0	117	117	100	1,404
6955-00	Employee Meals	0	16	16	100	0	16	16	100	192
6999-98	TOTAL OTHER G/A	1,514	240	-1,274	-531	1,514	240	-1,274	-531	2,880
6999-99	TOTAL GENERAL AND ADMINISTRATIVE	6,340	6,396	56	1	6,340	6,396	56	1	76,752
7000-00	REPAIRS AND MAINTENANCE									
7000-01	CONTRACT/RECURRING R/M									
7010-00	R/M Contract-General	0	1,331	1,331	100	0	1,331	1,331	100	15,972
7015-00	R/M Contract-Plumbing	6,263	667	-5,596	-839	6,263	667	-5,596	-839	8,004
7025-00	R/M Contract-HVAC	0	375	375	100	0	375	375	100	4,500
7065-00	Grounds-Svc Contract	9,298	10,375	1,077	10	9,298	10,375	1,077	10	124,500
7065-10	Grounds-Trees	2,650	0	-2,650	N/A	2,650	0	-2,650	N/A	0
7065-90	Grounds-Other	83	1,000	917	92	83	1,000	917	92	12,000
7099-99	TOTAL CONTRACT/RECURRING R/M	18,294	13,748	-4,546	-33	18,294	13,748	-4,546	-33	164,976
7100-00	OTHER R/M									
7110-00	Janitorial Supplies	118	167	49	29	118	167	49	29	2,004
7115-00	Painting and Decorating	0	209	209	100	0	209	209	100	2,508
7120-00	R/M Supplies-General	-306	2,120	2,426	114	-306	2,120	2,426	114	25,440
7130-00	R/M Supplies-Electrical	419	0	-419	N/A	419	0	-419	N/A	0
7135-00	R/M Supplies-HVAC	179	0	-179	N/A	179	0	-179	N/A	0
7145-00	R/M Supplies-Appliances	318	0	-318	N/A	318	0	-318	N/A	0
7199-99	TOTAL OTHER R/M	728	2,496	1,768	71	728	2,496	1,768	71	29,952
7299-99	TOTAL REPAIRS AND MAINTENANCE	19,022	16,244	-2,778	-17	19,022	16,244	-2,778	-17	194,928
7399-97	TOTAL CONTROLLABLE EXPENSES	65,340	52,297	-13,043	-25	65,340	52,297	-13,043	-25	627,574
7399-98	**TOTAL OPERATING EXPENSES**	**94,754**	**85,996**	**-8,758**	**-10**	**94,754**	**85,996**	**-8,758**	**-10**	**1,031,962**
7399-99	**NET OPERATING INCOME**	**20,773**	**30,719**	**-9,946**	**-32**	**20,773**	**30,719**	**-9,946**	**-32**	**368,626**

Gridley Farm Labor Housing (p0645)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7400-00	DEBT SERVICE									
7410-00	Interest-Mortgage USDA-RD	12,559	12,558	-1	0	12,559	12,558	-1	0	150,703
7499-99	TOTAL DEBT SERVICE	12,559	12,558	-1	0	12,559	12,558	-1	0	150,703
7500-00	REPLACEMENT COSTS/OTHER									
7500-01	REPLACEMENT COSTS - OPERATING									
7500-02	TURNOVER REPLACEMENT COSTS									
7510-00	R/M Replacement-General	-1,500	3,481	4,981	143	-1,500	3,481	4,981	143	41,750
7515-00	R/M Replacement-Plumbing	0	1,500	1,500	100	0	1,500	1,500	100	18,000
7520-00	R/M Replacement-Electrical	-350	1,663	2,013	121	-350	1,663	2,013	121	20,000
7525-00	R/M Replacement-Door	-33	281	314	112	-33	281	314	112	3,350
7530-00	R/M Replacement-Window	0	666	666	100	0	666	666	100	8,000
7535-00	R/M Replacement-Cabinet	0	1,988	1,988	100	0	1,988	1,988	100	23,900
7545-10	R/M Flooring Replacement-1Bed	0	250	250	100	0	250	250	100	3,000
7545-20	R/M Flooring Replacement-2Bed	0	1,750	1,750	100	0	1,750	1,750	100	21,000
7545-90	R/M Flooring Replacement-Other	0	1,000	1,000	100	0	1,000	1,000	100	12,000
7550-00	R/M Replacement-Refrigerator	0	494	494	100	0	494	494	100	5,950
7560-00	R/M Replacement-Range	0	412	412	100	0	412	412	100	4,900
7560-10	R/M Replacement-Range Hood	0	25	25	100	0	25	25	100	300
7570-00	R/M Replacement-HVAC Unit	-179	644	823	128	-179	644	823	128	7,750
7580-00	R/M Replacement-Water Heater	0	300	300	100	0	300	300	100	3,600
7599-97	TOTAL TURNOVER REPLACEMENT COSTS	-2,062	14,454	16,516	114	-2,062	14,454	16,516	114	173,500
7799-99	TOTAL REPLACEMENT COSTS - OPERATING	-2,062	14,454	16,516	114	-2,062	14,454	16,516	114	173,500
7800-00	OTHER NON-OPERATING COSTS									
7860-00	Asset Management Fees	625	625	0	0	625	625	0	0	7,500
7899-98	TOTAL OTHER NON-OPERATING COSTS	625	625	0	0	625	625	0	0	7,500
7899-99	TOTAL REPLACEMENT COSTS/OTHER	-1,437	15,079	16,516	110	-1,437	15,079	16,516	110	181,000
7999-99	**NET INCOME (LOSS) BEFORE CAPEX**	**9,651**	**3,082**	**6,569**	**213**	**9,651**	**3,082**	**6,569**	**213**	**36,923**
8000-00	CAPEX/REPLACEMENT RESERVE									
8100-00	Authorized Reserve-Other	0	9,269	9,269	100	0	9,269	9,269	100	111,250
8999-99	TOTAL CAPEX/REPLACEMENT RESERVE	0	9,269	9,269	100	0	9,269	9,269	100	111,250
9999-98	**NET INCOME (LOSS)**	**9,651**	**-6,187**	**15,838**	**256**	**9,651**	**-6,187**	**15,838**	**256**	**-74,327**

Date: November 13, 2026

MEMO

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager
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)
- 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, Oroville (vacant 1.32-acre lot)

For Alamont Apartments, Cameo Apartments, Evanswood Estates, Lincoln Apartments, Locust Apartments, Mayer Commons and Park Place Apartments, please find monthly reports provided by the property manager, Hignell, Inc. following this memo. Please also find Arrowhead Management's narrative and financials for Gridley Springs II. October represents the first reporting month of Fiscal Year 2026-2027.

Alamont Apartments, Chico (30 units, family, Hignell) – As of November 10th, there are three (3) vacancies and two (2) 30-day notices to vacate. Due to the administrative transition from RSC Associates to Hignell, Section 8 Housing Assistance Payments (HAP) for October were temporarily disrupted, resulting in outstanding tenant balances. The transition is expected to be completed by the end of November, where outstanding HAP will be remitted to the property. YTD Operating Income totals $25,456, which is $10,900 below budget due to the HAP delay. YTD Operating Expenses total $6,404, which is $4,887 below budget. YTD Net Operating Income totals $19,052, which will more closely align with budget expectations when the delayed HAP is received. No Capital Improvements have been completed this Fiscal Year.



Alamont Apartments, 811 West East Avenue, Chico

Cameo Apartments, **Chico** (20 units, family, Hignell) – As of November 10th, there are two (2) vacancies and zero (0) 30-day notices to vacate. Due to the administrative transition from RSC Associates to Hignell, Section 8 Housing Assistance Payments (HAP) for October were temporarily disrupted, resulting in outstanding tenant balances. The transition is expected to be completed by the end of November, where outstanding HAP will be remitted to the property. YTD Operating Income totals $15,504, which is $6,136 below budget due to the HAP delay. YTD Operating Expenses total $9,163, which is $1,185 above budget, primarily due to higher than anticipated Maintenance Expenses. YTD Net Operating Income totals $6,341, which will more closely align with budget expectations when the delayed HAP is received. No Capital Improvements have been completed this Fiscal Year.



Cameo Apartments, Cameo Way, Chico

Evanswood Estates Apartments, Oroville (31 units, family, Hignell) – As of November 10th, there are zero (0) vacancies and one (1) 30-day notice to vacate. Due to the administrative transition from RSC Associates to Hignell, Section 8 Housing Assistance Payments (HAP) for October were temporarily disrupted, resulting in outstanding tenant balances. The transition is expected to be completed by the end of November, where outstanding HAP will be remitted to the property. YTD Operating Income totals $39,531, which is $4,878 below budget due to the HAP delay. YTD Operating Expenses total $9,816, which is $17,342 below budget. YTD Net Operating Income totals $29,715, which is above the budgeted amount of $17,251. No Capital Improvements have been completed this Fiscal Year.

Evanswood Estates Apartments, Oroville (Units #21, 25, and 33, tracked separately) – As of November 10th, there are zero (0) vacancies and zero (0) 30-day notices to vacate. For the month of October there was no delinquent rent. YTD Operating Income totals $4,472, which closely aligns with budget. YTD Operating Expenses total $1,086, which closely aligns with budget. YTD Net Operating Income totals $3,386, which is above the budgeted amount of $2,547. No Capital Improvements have been completed this Fiscal Year.



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



Lincoln Apartments, 474 East 12th Street, Chico

Lincoln Apartments, Chico (18 units, family, Hignell) – As of November 10th, there are zero (0) vacancies and two (2) 30-day notices to vacate. Due to the administrative transition from RSC Associates to Hignell, Section 8 Housing Assistance Payments (HAP) for October were temporarily disrupted, resulting in outstanding tenant balances. The transition is expected to be completed by the end of November, where outstanding HAP will be remitted to the property. YTD Operating Income totals $17,145, which is $1,412 below budget due to the HAP delay. YTD Operating Expenses total $3,923, which is $2,119 below budget. YTD Net Operating Income totals $13,222, which is above the budgeted amount of $12,515. No Capital Improvements have been completed this Fiscal Year.

An Exterior Rehabilitation project with emphasis on railing modification for code compliance, exterior stair replacement, and exterior painting is expected to commence before the end of 2026, weather permitting.

Locust Apartments, Chico (10 units, family, Hignell) – As of November 10th, there are zero (0) vacancies and zero (0) 30-day notices to vacate. Due to the administrative transition from RSC Associates to Hignell, Section 8 Housing Assistance Payments (HAP) for October were temporarily disrupted, resulting in outstanding tenant balances. The transition is expected to be completed by the end of November, where outstanding HAP will be remitted to the property. YTD Operating Income totals $7,233, which is $827 below budget due to the HAP delay. YTD Operating Expenses total $2,144, which is $9,214 below budget. YTD Net Operating Income totals $5,088, which is above the budgeted amount of -$3,298. No Capital Improvements have been completed this Fiscal Year.



Locust Apartments, 1519 Locust Street, Chico



Park Place Apartments, 2105 Park Avenue, Oroville

Park Place Apartments, **Oroville** (40 units, senior, Hignell) – As of November 10th, there are zero (0) vacancies and zero (0) 30-day notices to vacate. Due to the administrative transition from RSC Associates to Hignell, Section 8 Housing Assistance Payments (HAP) for October were temporarily disrupted, resulting in outstanding tenant balances. The transition is expected to be completed by the end of November, where outstanding HAP will be remitted to the property. YTD Operating Income totals $28,904, which is $4,246 below budget due to the HAP delay. YTD Operating Expenses total $5,164, which is $10,234 below budget. YTD Net Operating Income totals $23,740, which is above the budgeted amount of $17,752. No Capital Improvements have been completed this Fiscal Year.

Other-Owned Properties

Gridley Springs II, Gridley (24 units, Family, Arrowhead Housing) As of October 31st, there are zero (0) vacancies and zero (0) 30-day notices to vacate. YTD Income totals $20,375, which is $361 above budget. YTD Expenses total $16,060, which is $2,130 above the budgeted amount, primarily due to the prepayment of property and liability insurance. Subsequently, YTD Net Operating Income totals $4,315 which is below the budgeted amount of $6,084.



Gridley Springs Apartments II, 210 Ford Avenue, Gridley

Mayer Commons formerly Kathy Court Apartments, Paradise (12 units, family, Hignell) – As of November 10th, there is one (1) vacancy and one (1) 30-day notice to vacate. For the month of October there are three (3) units with a balance, which Hignell is in the process of collecting. YTD Operating Income totals $7,674, which is $805 below budget. YTD Operating Expenses total $3,774, which is $1,210 below budget. YTD Net Operating Income totals $3,899, which is above the budgeted amount of $3,495. No Capital Improvements have been completed this Fiscal Year.

2131 Fogg Ave, **Oroville** (Vacant Lot, HACB) – The vacant lot is fully fenced and secure, awaiting future development. Annual weed abatement has been completed and funding opportunities are continually being explored. See additional information under Taylor Gonzalez, Project Manager report on construction.

November 10, 2026

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

RE: October 2026 HACB Monthly Financial Package

Dear Mr. Guanzon:

Below is a summary of the key operational activities and highlights of significant financial results for HACB properties managed by RSC Associates, Inc. in October 2026. 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,

Susan Critser

Susan Critser, CPM
Property Manager
530-894-0404 Ext 152
s.critser@hignell.com
DRE# 01312715

1519 Locust Street

October 2026



Monthly Highlights:

Updates
Total Rental Income for October was $7,192.00. INCOME WAS AFFECTED BY MISSING SECTION 8 PAYMENT FOR OCTOBER.

Occupancy -
- ✓ Occupancy totaled 100%.

Rent Collection -
- ✓ Unit #5 has a balance of $769.00.
- ✓ Unit #9 has a balance of $391.00.
- ✓ Unit #10 has a balance of $624.00.

Expense Variances -

- ✓ Total Operating Expenses totaled $2,144.18. Under budget by 81.12% .
- ✓ NOI totaled $5,088.40, exceeded budget.

Capital Expenses –

- ✓ No capital improvements for October

Owner Distributions -
- ✓ No owner's distribution for the month. The distribution year-to-date is $0



Alamont Apartments
October 2026



Monthly Highlights:

Updates – Total Rental Income for October was $24,017.00. INCOME WAS AFFECTED BY MISSING SECTION 8 PAYMENT FOR OCTOBER.

Occupancy -

- ✓ Occupancy totaled 90.0%.
- ✓ Unit #4 is vacant and in the process of being turned.
- ✓ Unit #22 is vacant and in the process of being turned.
- ✓ Unit #6 is vacant and in the process of being turned
- ✓ Unit 21 is on notice to move out.
- ✓ Unti 20 is on notice to move out.

Rent Collection -

- ✓ Unit #1 has a balance of $591.00.
- ✓ Unit #7 has a balance of $1,038.00.
- ✓ Unit #9 has a balance of $840.00.
- ✓ Unit #14 has a balance of $814.00.
- ✓ Unit #15 has a balance of $751.00.
- ✓ Unit #16 has a balance of $949.00.
- ✓ Unit #25 has a balance of $738.00.
- ✓ Unit #27 has a balance of $596.00.
- ✓ Unit #29 has a balance of $1089.57.
- ✓ Unit #30 has a balance of $791.00.

Expense Variances -

- ✓ Total Operating Expenses were below budget by -14.85 totaling $9,163.27, affected by maintenance repair.
- ✓ NOI totaled $6,341.18, which fell short of budget expectations by -7,320. Affected by income from section 8.

Capital Expenses –

- ✓ No capital improvements for October

Owner Distributions -

- ✓ No owner's distribution for the month. The distribution year-to-date is $0.

Cameo Apartments
October 2026



Monthly Highlights:

Updates – October Total Rental Income is $18,686.33, slightly below budget by -1.98%. INCOME WAS AFFECTED BY MISSING SECTION 8 PAYMENT FOR OCTOBER

Occupancy –

- ✓ Occupancy totaled 92%.
- ✓ Unit #49-4 is vacant and ready.
- ✓ Unit #41-1 manager unit is vacant, being held for new manager.
- ✓ No new notices to move out.

Rent Collection -

- ✓ Unit #37-2 owes a balance of $808.24 for legal fees.
- ✓ Unit #53-3B owes a balance of $351.00. Housing to issue a check.

Expense Variances -

- ✓ Total Operating Expenses had an unfavorable variance due to maintenance and repair totaling $9,163.27.
- ✓ Net Operating Income budget expectations were less than budgeted by -53.58%. Also affected by Section 8.

Capital Expenses -

- ✓ No capital improvements for October

Owner Distributions -

- ✓ No owner's distribution for the month. The distribution year-to-date is $0.



Evanswood Estates Apartments
October 2026



Monthly Highlights:

Updates – Total Rental Income was unfavorable to budget totaling $39,220.86. INCOME WAS AFFECTED BY MISSING SECTION 8 PAYMENT FOR OCTOBER

Occupancy –

- ✓ Occupancy totaled 100.
- ✓ Unit #17 moved in
- ✓ Unit #28 on notice for 11/1/26.
- ✓ No new notices to move out.

Rent Collection -

- ✓ Unit #4 has a balance of $1,664.14
- ✓ Unit #61 has a balance of $1,028.85
- ✓ Unit #71 has a balance of $2,490.00
- ✓ Unit #368 has a balance of $1,570.00

Expense Variances -

- ✓ Total Operating Expenses totaled $9,816 favorable to budget.
- ✓ Net Operating Income totaled $29,715.18, ahead of budget by 72.25%.

Capital Expenses -

- ✓ No capital improvements for October

Owner Distributions –

- ✓ No owner's distribution for the month. The distribution year-to-date is $0.

Evanswood #21, #25, and #33
October 2026



Monthly Highlights:

Updates –
- ✓ Total Rental Income for October was $4,472.00,

Occupancy –
- ✓ The property is 100% occupied
- ✓ No new notices to vacate or move out have been received this month.

Rent Collection –
- ✓ There are no delinquent rents for October.

Expense Variances-
- ✓ Total Operating Expenses exceeded budget expectations by 42.09%, totaling $1,086.05.
- ✓ NOI exceeded budget for the period totaling $3,385.95, positive to budget by 32.96%.

Capital Expenses -
- ✓ No capital improvements for October.

Distributions –
- ✓ No owner's distribution for the month. The distribution year-to-date is $0.

Lincoln Apartments
October 2026



Monthly Highlights:

Updates - Total Rental Income for October is $1624.91. INCOME WAS AFFECTED BY MISSING SECTION 8 PAYMENT FOR OCTOBER

Occupancy -

- ✓ Occupancy improved to100%.
- ✓ Unit 6 is on notice move out 11/12/26.
- ✓ Unit 18 is on notice move out 11/1/26

Rent Collection -

- ✓ Unit #2 has a balance of $337.50 for repair work
- ✓ Unit #6 has a balance of $491.63
- ✓ Unit #12 has a balance of $460.46
- ✓ Unit #14 has a balance of $1,070.00.

Expense Variances -

- ✓ Total Operating Expenses – unfavorable due to insurance payments by -69.93%, totaling $11,886.09.
- ✓ NOI totaled $5,762.91, also affected by insurance -42.95%.

Capital Improvements –

- ✓ No capital improvements for October.

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Owner Distributions -

- ✓ No owner's distribution for the month. The distribution year-to-date is $0.

Mayer Commons

October 2026



Monthly Highlights:

Updates - Total Rental Income for October was $7,472.24, ahead of budget by 4.71%.

Occupancy -
- ✓ I am pleased to report we are 91.7% occupied!
- ✓ Unit B is vacant and in the process of being rent ready
- ✓ Unit K has given notice to vacate 11/1/26.

Rent Collection –
- ✓ Unit G owes $1,073.00
- ✓ Unit H owes $706.00; did not receive child support.
- ✓ Unit J owes $756.92; pending student loan.

Expense Variances -
- ✓ Total Operating Expenses totaled $3,774.41. Expenses were under budget.
- ✓ NOI surpassed budget.
- ✓ Replacement Reserves accrued, totaling $36,000.00.

Capital Expenses -
- ✓ No capital improvements for October.

Distributions -
- ✓ No owner distribution for October. There was no distribution year-to-date.

Park Place Apartments
October 2026



Monthly Highlights:

Updates - Total Rental Income for October was $28,059.20. AFFECTED BY MISSING SECTION 8 PAYMENT FOR OCTOBER

Occupancy -

- ✓ We concluded October with 100% occupancy.
- ✓ No new notices to vacate or move out have been received this month.

Rent Collection -

- ✓ Unti #1 owes $469.00
- ✓ Unit #17 owes $317.00
- ✓ Unit #19 owes $632.00
- ✓ Unit #20 owes $93.80
- ✓ Unit #25 owes $485.00
- ✓ Unit #26 owes $633.00
- ✓ Unit #31 owes $505.00
- ✓ Unit #33 owes $317.00
- ✓ Unit #35 owes $900.00
- ✓ Unit #37 owes $520.00

Expense Variances -

- ✓ Total Operating Expenses favorable variance compared to budget: -at $5,164.32.
- ✓ Net Operating Income exceeded budget totaling $23,740.06.

Capital Improvements -

- ✓ No capital improvements for October

Owner Distributions -

- ✓ No owner's distribution for the month. The distribution year-to-date is $0.

Property Update – November 1, 2026

Gridley Springs 1 (GS1)

Occupancy 100%

Move-Ins 1

Move outs

Maintenance

- Preventative maintenance painting handrails- ongoing
- Pending bids for trash enclosure repairs
- 3rd quarter preventative maintenance unit inspections complete

Gridley Springs 2 (GS2)

Occupancy 100%

Move-Ins

Maintenance

- Preventative maintenance painting handrails/light poles
    - Wash Laundry contract review – updated washer/dryers needed
- 3rd quarter preventative maintenance unit inspections complete

Regional Manager
Lisa Macdonald in Place
Community Manager
Michelle Vargas in Place
Maintenance Tech
Taylor Mader in Place

Gridley Springs 2
Budget Comparison
October 31, 2026

	Month Ending 10/31/2026				Year to Date 10/31/2026			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Rental Income								
5120 - Rent Revenue -- Gross Potential	20,811.60	20,811.60	0.00	0.00	20,811.60	20,811.60	0.00	0.00
5195 - Leases Less than Market	(477.60)	0.00	(477.60)	(100.00)	(477.60)	0.00	(477.60)	(100.00)
Total Rental Income	**20,334.00**	**20,811.60**	**(477.60)**	**(2.29)**	**20,334.00**	**20,811.60**	**(477.60)**	**(2.29)**
Vacancy, Losses & Concessions								
5220 - Vacancy Loss - Apartments	0.00	(894.89)	894.89	100.00	0.00	(894.89)	894.89	100.00
Total Vacancy, Losses & Concessions	**0.00**	**(894.89)**	**894.89**	**100.00**	**0.00**	**(894.89)**	**894.89**	**100.00**
Net Rental Income	**20,334.00**	**19,916.71**	**417.29**	**2.09**	**20,334.00**	**19,916.71**	**417.29**	**2.09**
Financial Income								
5440 - Interest Revenue -- Replacement Reserve	40.93	(0.00)	40.93	100.00	40.93	(0.00)	40.93	100.00
Total Financial Income	**40.93**	**(0.00)**	**40.93**	**(100.00)**	**40.93**	**(0.00)**	**40.93**	**(100.00)**
Other Income								
5910 - Laundry Revenue	0.00	14.00	(14.00)	(100.00)	0.00	14.00	(14.00)	(100.00)
5920 - Tenant Charges (Late Fees, Damages)	0.00	83.33	(83.33)	(100.00)	0.00	83.33	(83.33)	(100.00)
Total Other Income	**0.00**	**97.33**	**(97.33)**	**(100.00)**	**0.00**	**97.33**	**(97.33)**	**(100.00)**
Total Income	**20,374.93**	**20,014.04**	**360.89**	**1.80**	**20,374.93**	**20,014.04**	**360.89**	**1.80**
Expenses								
Administrative Expenses								
6311 - Office Supplies	599.62	833.33	233.71	28.04	599.62	833.33	233.71	28.04
6320 - Management Fee Expense	1,080.00	1,117.42	37.42	3.34	1,080.00	1,117.42	37.42	3.34
6335 - Administrative Fees Expense	0.00	63.75	63.75	100.00	0.00	63.75	63.75	100.00
6337 - Compliance Fees Expense	0.00	253.00	253.00	100.00	0.00	253.00	253.00	100.00
6340 - Legal Expense - Project	0.00	100.00	100.00	100.00	0.00	100.00	100.00	100.00
6350 - Audit Expense	1,300.00	0.00	(1,300.00)	(100.00)	1,300.00	0.00	(1,300.00)	(100.00)
6351 - Bookkeeping Fees/Accounting Services	0.00	200.00	200.00	100.00	0.00	200.00	200.00	100.00
Total Administrative Expenses	**2,979.62**	**2,567.50**	**(412.12)**	**(16.05)**	**2,979.62**	**2,567.50**	**(412.12)**	**(16.05)**
Payroll Expenses								
6330 - Manager Salaries	1,933.84	2,083.33	149.49	7.17	1,933.84	2,083.33	149.49	7.17
6512 - Maintenance Salaries	1,859.52	2,083.33	223.81	10.74	1,859.52	2,083.33	223.81	10.74
6711 - Payroll Taxes	290.19	413.17	122.98	29.76	290.19	413.17	122.98	29.76
6722 - Workers Compensation Ins	361.22	402.33	41.11	10.21	361.22	402.33	41.11	10.21
6723 - Health Insurance and Other Employee Benefits	526.97	375.00	(151.97)	(40.52)	526.97	375.00	(151.97)	(40.52)
Total Payroll Expenses	**4,971.74**	**5,357.16**	**385.42**	**7.19**	**4,971.74**	**5,357.16**	**385.42**	**7.19**
Utilities								
6450 - Electricity	267.43	757.08	489.65	64.67	267.43	757.08	489.65	64.67
6451 - Water	676.40	349.67	(326.73)	(93.43)	676.40	349.67	(326.73)	(93.43)
6452 - Gas	39.12	176.17	137.05	77.79	39.12	176.17	137.05	77.79
6453 - Sewer	889.03	833.50	(55.53)	(6.66)	889.03	833.50	(55.53)	(6.66)
6525 - Garbage & Trash Removal	513.23	534.75	21.52	4.02	513.23	534.75	21.52	4.02
Total Utilities	**2,385.21**	**2,651.17**	**265.96**	**10.03**	**2,385.21**	**2,651.17**	**265.96**	**10.03**
Operating & Maintenance Expenses								
6515 - Supplies - Maint. & Repairs	420.27	500.00	79.73	15.94	420.27	500.00	79.73	15.94
6518 - Cleaning Contracts (Common)	365.88	1,750.00	1,384.12	79.09	365.88	1,750.00	1,384.12	79.09

Gridley Springs 2
Budget Comparison
October 31, 2026

	Month Ending 10/31/2026				Year to Date 10/31/2026			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
6546 - Repairs - HVAC Repairs & Maintenance	0.00	208.33	208.33	100.00	0.00	208.33	208.33	100.00
Total Operating & Maintenance Expenses	**786.15**	**2,458.33**	**1,672.18**	**68.02**	**786.15**	**2,458.33**	**1,672.18**	**68.02**
Taxes & Insurance								
6720 - Property & Liability Insurance (Hazard)	4,937.41	895.75	(4,041.66)	(451.20)	4,937.41	895.75	(4,041.66)	(451.20)
Total Taxes & Insurance	**4,937.41**	**895.75**	**(4,041.66)**	**(451.20)**	**4,937.41**	**895.75**	**(4,041.66)**	**(451.20)**
Total Expenses	**16,060.13**	**13,929.91**	**(2,130.22)**	**(15.29)**	**16,060.13**	**13,929.91**	**(2,130.22)**	**(15.29)**
Net Operating Income (Loss)	**4,314.80**	**6,084.13**	**(1,769.33)**	**(29.08)**	**4,314.80**	**6,084.13**	**(1,769.33)**	**(29.08)**
Net Income (Loss)	**4,314.80**	**6,084.13**	**(1,769.33)**	**(29.08)**	**4,314.80**	**6,084.13**	**(1,769.33)**	**(29.08)**

MEMO

Date: November 13, 2026

To: HACB Board of Commissioners

From: Taylor Gonzalez, Project Manager
Larry Guanzon, 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 is (0) vacancy as of this memo's date. Several of the past vacancies were attributed to non-payment of rent and or failure to follow lease policies which AWI lists in their monthly report. There are at least two (2) units where an unlawful detainer has been filed for non-payment of rent. AWI had increased their marketing to address the dynamic and anticipated future vacancies. In addition, rents have been reduced for the 2-3 bedrooms for a limited time. AWI details current turnover status in the monthly narrative following.

Parking lot bids to repair/replace sections of asphalt are being updated and work will be completed in the next quarter, weather permitting. Total YTD income is below budget by $29,040 at $689,244. Budgeted rental income is less and bad debt expense attributed to the decrease in income previously mentioned. YTD expenses are under budget by $59,410 at $530,787. This brought Net Operating Income YTD to $158,457 or only $30,370 more than budget. Repairs, Maintenance, and Supplies come in over budget YTD. The new on-site property manager is Jennifer Dormany. 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 four (4) vacancies as of this memo. Two of the vacant units have applicants that are being processed to move-in. Residents and staff have continued to partner to create monthly activities supporting all residents, such as donut and ice cream socials, resident birthday cake celebrations, bingo nights monthly, and weekly card games. YTD income is less than budget by approximately $8.790 at $469,593 with overall YTD expenses lower than anticipated by $36,084 at $329,228. This brought the property's Net Operating Income to $27,295 more than budget, at $140,365. Tree Trimming & Path-Lighting underground wiring is also being planned. Exterior fascia repairs, gutter replacement and exterior painting of wood areas are being completed in various areas building by building. Window replacement is being performed, as needed. The property is subject to repositioning, involving refinance, capital improvements and replacements. The on-site manager position is being advertised and will be filled by mid-month. 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 five (5) vacancies as of this memo. AWI reviews the turnover and market ready status of these 5 units in their report, following. There is (2) additional 30-day notices as reiterated in AWI's narrative. Any unpaid rents are also being collected. AWI is processing applications and preparing all vacant units for leasing. 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. Facia Repairs-Painting has been completed, roofing & landscaping needs are being addressed. Common area flooring, are also being bid and planned. 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. Butte County Library continues to serve property residents.

Total YTD income is lower by $53,879 at $972,678. Gross rents being less than budgeted, as well as increased vacancy loss being about $1,193 more than budget at $38,453. Total YTD expenses come in at $680,139 or $6,845 less than budget. This brought the YTD NOI to $292,539 or $47,033 less than budget. The property is subject to repositioning, involving refinancing and capital improvements. Please find AWI's monthly financials following.

AWI, 3rd party property management is re-organizing the office to accommodate more space for ADA accessible wheelchairs, looking at removing a desk located in front of main office for clearance, these changes will streamline entry for potential residents and current residents. The computer room will remain the same to accommodate use of the computer room and not lose this complex amenity. Lastly, the office staff has numerous meeting spaces for privacy to accommodate any resident meetings. 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

October 2026

100% Occupied • 0 Move-in • 0 Move-out

Vacancy Advertising

- Banners and balloons remain on display to increase visibility and build the waiting list.

Current Staffing

Staffing

Manager: Jennifer Dormany
Maintenance: Carl Perry
Assistant Maintenance: David Moreland

Vacancy Overview

CURRENT

100% Occupied

UPCOMING

#66 - (Non-Payment) Notice expires on 7/14/26, Still at Legal

#44 - (Non-Payment) Notice expires on 8/10/26, Still at Legal

#71 (60%) - (Relocating): Extended until 11/5/26

#42 (50%) - (Relocating): Extended until 11/30/26

Capital Projects

Budgeted Items planned for 2026

Asphalt: The site has multiple areas that need filled

Painting: ~~Walked with vendor, finishing touches underway~~

HVAC Cleaning: Semi-Annually

Current Status

Asphalt: Requested updated quotes that match the same scope.

Painting: Completed

HVAC Cleaning: Scheduled.

Additional Notes

AWI Management Corporation is an Equal Opportunity provider.

Chico Commons (p0549)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4000-03	**INCOME**									
4110-00	Market/Contract Rent	74,974	79,759	-4,785	-6	754,053	797,590	-43,537	-5	957,108
4190-00	Gain/Loss to Lease	2,482	0	2,482	N/A	13,985	0	13,985	N/A	0
4999-99	GROSS POTENTIAL RENT	77,456	79,759	-2,303	-3	768,038	797,590	-29,552	-4	957,108
5000-00	INCOME ADJUSTMENTS									
5110-00	Vacancy Loss	3,485	-7,976	11,461	144	-36,082	-79,759	43,677	55	-95,711
5120-00	Admin Unit-Non Rev	-1,101	-1,101	0	0	-11,010	-11,014	4	0	-13,217
5130-00	Rent Adjustments	0	-135	135	100	0	-1,348	1,348	100	-1,618
5150-00	Concessions-Move In Special	0	0	0	N/A	-1,084	0	-1,084	N/A	0
5190-00	Bad Debt Expense	0	0	0	N/A	-43,007	0	-43,007	N/A	0
5199-98	TOTAL INCOME ADJUSTMENTS	2,384	-9,212	11,596	126	-91,183	-92,122	938	1	-110,546
5199-99	NET RENTAL INCOME	79,840	70,547	9,293	13	676,855	705,468	-28,614	-4	846,562
5200-00	REIMBURSEMENT INCOME									
5210-00	Utility Reimbursement	-335	0	-335	N/A	-335	0	-335	N/A	0
5299-99	TOTAL REIMBURSEMENT INCOME	-335	0	-335	N/A	-335	0	-335	N/A	0
5300-00	CORPORATE INCOME									
5360-00	Copies/Postage Offset	-10	0	-10	N/A	-10	0	-10	N/A	0
5499-99	TOTAL CORPORATE INCOME	-10	0	-10	N/A	-10	0	-10	N/A	0
5500-00	OTHER INCOME									
5510-00	Laundry Income	552	477	75	16	5,742	4,772	970	20	5,727
5520-00	Late Charges	0	271	-271	-100	25	2,711	-2,686	-99	3,253
5590-00	Other Tenant Income	0	495	-495	-100	1,660	4,952	-3,291	-66	5,942
5600-00	Interest Income	300	38	261	687	1,650	381	1,270	333	457
5610-00	Interest Income-Restricted Reserve	571	0	571	N/A	3,215	0	3,215	N/A	0
5690-00	Miscellaneous Income	0	0	0	N/A	440	0	440	N/A	0
5999-98	TOTAL OTHER INCOME	1,423	1,282	141	11	12,734	12,816	-82	-1	15,379
5999-99	**TOTAL INCOME**	**80,918**	**71,828**	**9,090**	**13**	**689,244**	**718,284**	**-29,040**	**-4**	**861,941**
6000-00	**OPERATING EXPENSES**									
6000-01	NON-CONTROLLABLE EXPENSES									
6000-02	TAXES AND INSURANCE									
6100-10	Real Estate Taxes-Special Assessments	0	118	118	100	695	1,181	486	41	1,417
6120-00	Other Taxes/Fees/Permits	0	175	175	100	58	1,748	1,689	97	2,097
6120-10	Other Taxes/Fees/Permits-FTB Fee	0	67	67	100	800	667	-133	-20	800
6120-50	Other Taxes/Fees/Permits-Other	0	0	0	N/A	18	0	-18	N/A	0
6150-00	Property Insurance-GL	4,111	4,171	60	1	41,851	41,706	-145	0	50,047
6170-00	Bond Premiums	0	32	32	100	0	323	323	100	388
6199-99	TOTAL TAXES AND INSURANCE	4,111	4,562	452	10	43,422	45,624	2,202	5	54,749

Chico Commons (p0549)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6200-00	UTILITIES									
6210-00	Electricity-Common Areas	81	1,033	952	92	995	10,331	9,336	90	12,397
6210-10	Electricity-Units	655	0	-655	N/A	9,075	0	-9,075	N/A	0
6220-00	Water-Domestic	3,748	2,755	-993	-36	28,859	27,548	-1,311	-5	33,058
6230-00	Sewer-Standard Billing	1,564	1,749	185	11	15,636	17,490	1,854	11	20,988
6240-00	Gas/Heating Fuel-Units	1,266	1,934	668	35	12,358	19,339	6,981	36	23,207
6240-10	Gas/Heating Fuel-Common Areas	224	0	-224	N/A	2,083	0	-2,083	N/A	0
6250-00	Trash-Standard Pickup	1,095	2,515	1,420	56	8,090	25,150	17,060	68	30,180
6250-10	Trash-Bulk Pickup	505	0	-505	N/A	4,525	0	-4,525	N/A	0
6299-99	TOTAL UTILITIES	9,137	9,986	849	9	81,621	99,858	18,238	18	119,830
6300-00	PROPERTY MANAGEMENT FEES									
6320-00	Management Fees	4,173	4,173	0	0	41,731	41,731	0	0	50,077
6399-98	TOTAL PROPERTY MANAGEMENT FEES	4,173	4,173	0	0	41,731	41,731	0	0	50,077
6399-99	TOTAL NON-CONTROLLABLE EXPENSES	17,421	18,721	1,301	7	166,774	187,213	20,440	11	224,656
6400-00	CONTROLLABLE EXPENSES									
6400-01	PROFESSIONAL FEES									
6410-00	Audit Fees	1,042	1,042	0	0	10,417	10,417	0	0	12,500
6430-00	Legal-Evictions	0	833	833	100	9,922	8,333	-1,589	-19	10,000
6440-00	Professional Fees	36	0	-36	N/A	228	0	-228	N/A	0
6499-99	TOTAL PROFESSIONAL FEES	1,077	1,875	798	43	20,567	18,750	-1,817	-10	22,500
6500-00	PERSONNEL COSTS									
6510-00	Maintenance Wages-Base	8,987	7,994	-993	-12	68,406	79,938	11,532	14	95,925
6510-10	Maintenance Wages-Overtime	15	0	-15	N/A	625	0	-625	N/A	0
6510-20	Maintenance Wages-Bonus	0	0	0	N/A	700	0	-700	N/A	0
6510-30	Maintenance Wages-Vacation	242	0	-242	N/A	3,490	0	-3,490	N/A	0
6510-40	Maintenance Wages-PTO	187	0	-187	N/A	3,698	0	-3,698	N/A	0
6520-00	Manager Wages-Base	3,319	9,789	6,471	66	35,019	97,892	62,874	64	117,471
6520-10	Manager Wages-Overtime	22	0	-22	N/A	933	0	-933	N/A	0
6520-30	Manager Wages-Vacation	269	0	-269	N/A	3,329	0	-3,329	N/A	0
6520-40	Manager Wages-PTO	246	0	-246	N/A	3,818	0	-3,818	N/A	0
6540-00	Employer Social Security	808	1,771	963	54	7,190	17,706	10,516	59	21,247
6540-10	Employer Medicare	189	0	-189	N/A	1,682	0	-1,682	N/A	0
6540-20	FUTA (Federal Unemployment)	11	0	-11	N/A	174	0	-174	N/A	0
6540-30	SUTA (State Unemployment)	79	0	-79	N/A	1,274	0	-1,274	N/A	0
6540-40	401(k) Match (Employer)	2	0	-2	N/A	53	0	-53	N/A	0
6550-00	Workers Comp Insurance	548	760	212	28	4,077	7,603	3,526	46	9,124
6555-00	Personnel Medical Insurance	38	1,776	1,738	98	1,651	17,758	16,108	91	21,310
6560-00	Life Insurance	2	0	-2	N/A	38	0	-38	N/A	0
6599-99	TOTAL PERSONNEL COSTS	14,963	22,090	7,127	32	136,156	220,897	84,741	38	265,077
6600-00	MARKETING AND LEASING COSTS									
6610-00	Advertising	194	54	-140	-258	382	542	159	29	650

Chico Commons (p0549)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6620-00	Credit Checking	0	100	100	100	265	1,000	735	74	1,200
6699-99	TOTAL MARKETING AND LEASING COSTS	194	154	-40	-26	647	1,542	894	58	1,850
6700-00	GENERAL AND ADMINISTRATIVE									
6700-01	CONTRACT/RECURRING G/A									
6700-10	P/M IT	263	187	-77	-41	993	1,869	876	47	2,243
6700-20	P/M Software	0	168	168	100	1,520	1,681	161	10	2,017
6700-30	P/M Software-Yardi	552	1,116	564	51	8,683	11,160	2,477	22	13,392
6710-00	Telephone	887	258	-629	-244	3,551	2,580	-971	-38	3,096
6710-10	Internet	539	272	-268	-99	1,848	2,715	867	32	3,258
6710-20	Cell Phone Reimbursement	120	176	56	32	1,439	1,763	324	18	2,116
6715-30	Toner/Copier Expense	304	188	-116	-62	1,439	1,881	442	24	2,257
6720-00	Postage/Freight	128	89	-39	-44	652	888	236	27	1,065
6730-00	Office Supplies/Expense	444	341	-104	-30	2,766	3,408	642	19	4,089
6735-00	Office Furniture and Equipment	0	208	208	100	1,992	2,083	92	4	2,500
6735-10	Office Computer Hardware	863	0	-863	N/A	863	0	-863	N/A	0
6820-00	Tenant Services-General	0	42	42	100	105	417	312	75	500
6860-00	Security-Svc Contract	260	0	-260	N/A	1,659	0	-1,659	N/A	0
6880-00	Pest Control-Svc Contract	490	996	506	51	4,265	9,957	5,692	57	11,948
6880-10	Pest Control-One-Time	0	0	0	N/A	800	0	-800	N/A	0
6890-00	Fire/Alarm-Svc Contract	0	740	740	100	1,868	7,400	5,532	75	8,880
6895-00	Cable-Internet/TV Service	0	119	119	100	0	1,188	1,188	100	1,426
6899-99	TOTAL CONTRACT/RECURRING G/A	4,852	4,899	47	1	34,442	48,989	14,547	30	58,787
6900-00	OTHER G/A									
6910-00	Other Admin-General	0	86	86	100	419	858	440	51	1,030
6910-20	Other Admin-Bank Fee	0	0	0	N/A	320	0	-320	N/A	0
6930-00	Mileage	107	0	-107	N/A	723	0	-723	N/A	0
6940-00	Travel and Promotion	0	71	71	100	0	709	709	100	851
6950-00	Training Expense	0	65	65	100	481	647	165	26	776
6955-00	Employee Meals	0	55	55	100	0	550	550	100	660
6999-98	TOTAL OTHER G/A	107	276	169	61	1,943	2,764	821	30	3,317
6999-99	TOTAL GENERAL AND ADMINISTRATIVE	4,960	5,175	216	4	36,385	51,753	15,368	30	62,104
7000-00	REPAIRS AND MAINTENANCE									
7000-01	CONTRACT/RECURRING R/M									
7010-00	R/M Contract-General	-171	3,000	3,171	106	64,524	30,003	-34,520	-115	36,004
7015-00	R/M Contract-Plumbing	0	468	468	100	1,178	4,682	3,504	75	5,618
7020-00	R/M Contract-Electrical	0	0	0	N/A	1,669	0	-1,669	N/A	0
7025-00	R/M Contract-HVAC	1,033	833	-200	-24	15,189	8,333	-6,856	-82	10,000
7030-00	R/M Contract-Carpet Cleaning-Non Unit Turn	0	92	92	100	0	919	919	100	1,103
7035-00	R/M Contract-Appliances	388	0	-388	N/A	388	0	-388	N/A	0
7045-00	R/M Contract-Hauling	-155	0	155	N/A	0	0	0	N/A	0
7050-00	R/M Contract-Other	2,800	0	-2,800	N/A	2,800	0	-2,800	N/A	0
7055-00	Janitorial Services	10	0	-10	N/A	10	0	-10	N/A	0
7065-00	Grounds-Svc Contract	1,980	2,219	239	11	25,345	22,192	-3,153	-14	26,630

Chico Commons (p0549)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7065-20	Grounds-Repairs	0	0	0	N/A	340	0	-340	N/A	0
7099-99	TOTAL CONTRACT/RECURRING R/M	5,885	6,613	728	11	111,443	66,129	-45,313	-69	79,355
7100-00	OTHER R/M									
7110-00	Janitorial Supplies	14	137	123	90	532	1,373	841	61	1,648
7115-00	Painting and Decorating	78	481	403	84	5,595	4,808	-788	-16	5,769
7120-00	R/M Supplies-General	363	3,773	3,410	90	42,126	37,731	-4,395	-12	45,277
7125-00	R/M Supplies-Plumbing	1,514	0	-1,514	N/A	2,227	0	-2,227	N/A	0
7130-00	R/M Supplies-Electrical	254	0	-254	N/A	1,070	0	-1,070	N/A	0
7135-00	R/M Supplies-HVAC	446	0	-446	N/A	792	0	-792	N/A	0
7145-00	R/M Supplies-Appliances	669	0	-669	N/A	937	0	-937	N/A	0
7155-00	R/M Supplies-IT/Access Control	0	0	0	N/A	49	0	-49	N/A	0
7160-00	R/M Supplies-Other	57	0	-57	N/A	108	0	-108	N/A	0
7199-99	TOTAL OTHER R/M	3,395	4,391	996	23	53,435	43,912	-9,524	-22	52,694
7200-00	TURNOVER R/M									
7210-20	Unit Turn-Carpet Cleaning-2Bed	138	0	-138	N/A	138	0	-138	N/A	0
7210-30	Unit Turn-Carpet Cleaning-3Bed	0	0	0	N/A	408	0	-408	N/A	0
7210-90	Unit Turn-Carpet Cleaning-Other	0	0	0	N/A	829	0	-829	N/A	0
7220-00	Unit Turn-Unit Cleaning-Vendor	0	0	0	N/A	4,005	0	-4,005	N/A	0
7299-98	TOTAL TURNOVER R/M	138	0	-138	N/A	5,380	0	-5,380	N/A	0
7299-99	TOTAL REPAIRS AND MAINTENANCE	9,418	11,004	1,586	14	170,258	110,041	-60,217	-55	132,049
7399-97	TOTAL CONTROLLABLE EXPENSES	30,611	40,298	9,687	24	364,013	402,983	38,970	10	483,580
7399-98	**TOTAL OPERATING EXPENSES**	**48,032**	**59,020**	**10,988**	**19**	**530,787**	**590,197**	**59,410**	**10**	**708,236**
7399-99	**NET OPERATING INCOME**	**32,886**	**12,809**	**20,077**	**157**	**158,457**	**128,088**	**30,370**	**24**	**153,705**
7400-00	DEBT SERVICE									
7430-00	Interest-Local Agency	2,604	2,604	0	0	26,042	26,042	0	0	31,250
7499-99	TOTAL DEBT SERVICE	2,604	2,604	0	0	26,042	26,042	0	0	31,250
7500-00	REPLACEMENT COSTS/OTHER									
7500-01	REPLACEMENT COSTS - OPERATING									
7500-02	TURNOVER REPLACEMENT COSTS									
7510-00	R/M Replacement-General	365	3,129	2,765	88	2,072	31,292	29,219	93	37,550
7515-00	R/M Replacement-Plumbing	-751	0	751	N/A	4,900	0	-4,900	N/A	0
7520-00	R/M Replacement-Electrical	2,363	483	-1,880	-389	2,363	4,833	2,470	51	5,800
7525-00	R/M Replacement-Door	394	583	189	32	7,445	5,833	-1,612	-28	7,000
7530-00	R/M Replacement-Window	-111	0	111	N/A	1,213	0	-1,213	N/A	0
7535-00	R/M Replacement-Cabinet	806	250	-556	-223	1,333	2,500	1,167	47	3,000
7540-00	R/M Replacement-Other	-132	0	132	N/A	0	0	0	N/A	0
7545-10	R/M Flooring Replacement-1Bed	0	0	0	N/A	977	0	-977	N/A	0
7545-20	R/M Flooring Replacement-2Bed	0	0	0	N/A	8,119	0	-8,119	N/A	0
7545-30	R/M Flooring Replacement-3Bed	0	0	0	N/A	20,999	0	-20,999	N/A	0

Chico Commons (p0549)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7550-00	R/M Replacement-Refrigerator	0	396	396	100	7,835	3,958	-3,876	-98	4,750
7555-00	R/M Replacement-Dishwasher	270	0	-270	N/A	3,646	0	-3,646	N/A	0
7560-00	R/M Replacement-Range	709	354	-355	-100	2,500	3,542	1,041	29	4,250
7560-10	R/M Replacement-Range Hood	-118	0	118	N/A	0	0	0	N/A	0
7565-00	R/M Replacement-Other Appliance	0	217	217	100	2,576	2,167	-410	-19	2,600
7570-20	R/M Replacement-HVAC Other	130	0	-130	N/A	130	0	-130	N/A	0
7599-97	TOTAL TURNOVER REPLACEMENT COSTS	3,927	5,412	1,486	27	66,109	54,125	-11,984	-22	64,950
7799-99	TOTAL REPLACEMENT COSTS - OPERATING	3,927	5,412	1,486	27	66,109	54,125	-11,984	-22	64,950
7800-00	OTHER NON-OPERATING COSTS									
7815-00	Administrative General Partner Fees	1,080	1,080	0	0	10,800	10,800	0	0	12,960
7899-98	TOTAL OTHER NON-OPERATING COSTS	1,080	1,080	0	0	10,800	10,800	0	0	12,960
7899-99	TOTAL REPLACEMENT COSTS/OTHER	5,007	6,492	1,486	23	76,909	64,925	-11,984	-18	77,910
7999-99	**NET INCOME (LOSS) BEFORE CAPEX**	**25,275**	**3,712**	**21,563**	**581**	**55,507**	**37,121**	**18,386**	**50**	**44,545**
8000-00	CAPEX/REPLACEMENT RESERVE									
8100-00	Authorized Reserve-Other	0	6,500	6,500	100	85,213	65,000	-20,213	-31	78,000
8110-00	Authorized Reserve-Flooring	0	2,550	2,550	100	0	25,500	25,500	100	30,600
8130-00	Authorized Reserve-HVAC	0	3,333	3,333	100	0	33,333	33,333	100	40,000
8140-00	Authorized Reserve-Water Heaters	0	583	583	100	0	5,833	5,833	100	7,000
8999-99	TOTAL CAPEX/REPLACEMENT RESERVE	0	12,967	12,967	100	85,213	129,667	44,453	34	155,600
9999-98	**NET INCOME (LOSS)**	**25,275**	**-9,255**	**34,530**	**373**	**-29,707**	**-92,546**	**62,839**	**68**	**-111,055**

Walker Commons

October 2026

4 units available • 1 Move-in • 0 Move-out

Vacancy Advertising

- The site is not currently running advertising.
- Working off a healthy waiting list when needed.

Current Staffing

Staffing

Manager: VACANT

Maintenance: Gregory Ramirez

Vacancy Overview

CURRENT

#42 (50%) (Medical) – **Planned Move-in for 11/5/26**

#33 (50%): (Medical) – **Planned Move-in for 11/5/26**

#12 (50%) (Medical) – Cleaning, Applicant with compliance

#13 (60%): (Medical) – Minor repairs, Working the waiting list

UPCOMING

Capital Projects

Budgeted Items planned for 2026

Windows: Replace as needed

Siding: Several facia repairs are needed around the site

Painting: ~~Full complex painting~~

Gutter Replacement: Continue the replacement of the front of the site

Current Status

Windows: Replace as needed

Siding: HA selected a contractor for facia repairs.

Painting: ~~Per HA this is on hold until further notice.~~

Gutter Replacement: PM will walk with the contractor doing the facia repairs to get a scope of work for any needed replacements.

Community Events

ONGOING

Monthly Bingo Games

Wednesday the community holds card games

HIGHLIGHT

No events scheduled for April

Additional Notes

A new manager will be on site starting 11/16/26

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

Walker Commons (p0550)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4000-03	**INCOME**									
4110-00	Market/Contract Rent	37,411	49,723	-12,312	-25	404,484	497,232	-92,748	-19	596,679
4190-00	Gain/Loss to Lease	9,541	0	9,541	N/A	74,530	0	74,530	N/A	0
4999-99	GROSS POTENTIAL RENT	46,952	49,723	-2,771	-6	479,014	497,232	-18,218	-4	596,679
5000-00	INCOME ADJUSTMENTS									
5110-00	Vacancy Loss	-1,822	-1,243	-579	-47	-11,722	-12,431	709	6	-14,917
5120-00	Admin Unit-Non Rev	-933	-933	0	0	-9,195	-9,332	137	1	-11,198
5150-00	Concessions-Move In Special	0	0	0	N/A	-461	0	-461	N/A	0
5190-00	Bad Debt Expense	0	0	0	N/A	-1,049	0	-1,049	N/A	0
5199-98	TOTAL INCOME ADJUSTMENTS	-2,755	-2,176	-579	-27	-22,427	-21,762	-664	-3	-26,115
5199-99	NET RENTAL INCOME	44,197	47,547	-3,350	-7	456,587	475,470	-18,883	-4	570,564
5200-00	REIMBURSEMENT INCOME									
5210-00	Utility Reimbursement	-260	0	-260	N/A	-260	0	-260	N/A	0
5299-99	TOTAL REIMBURSEMENT INCOME	-260	0	-260	N/A	-260	0	-260	N/A	0
5500-00	OTHER INCOME									
5510-00	Laundry Income	331	272	59	22	3,676	2,718	957	35	3,262
5520-00	Late Charges	0	4	-4	-100	-38	42	-80	-191	50
5590-00	Other Tenant Income	0	9	-9	-100	1,305	92	1,213	1,323	110
5600-00	Interest Income	399	6	393	6,463	2,883	61	2,822	4,641	73
5610-00	Interest Income-Restricted Reserve	1,066	0	1,066	N/A	5,440	0	5,440	N/A	0
5999-98	TOTAL OTHER INCOME	1,795	291	1,504	516	13,266	2,912	10,354	355	3,495
5999-99	**TOTAL INCOME**	**45,732**	**47,838**	**-2,106**	**-4**	**469,593**	**478,382**	**-8,790**	**-2**	**574,059**
6000-00	**OPERATING EXPENSES**									
6000-01	NON-CONTROLLABLE EXPENSES									
6000-02	TAXES AND INSURANCE									
6100-10	Real Estate Taxes-Special Assessments	0	12	12	100	83	125	42	34	150
6120-00	Other Taxes/Fees/Permits	0	296	296	100	45	2,959	2,914	98	3,551
6120-10	Other Taxes/Fees/Permits-FTB Fee	0	0	0	N/A	800	0	-800	N/A	0
6120-50	Other Taxes/Fees/Permits-Other	0	0	0	N/A	14	0	-14	N/A	0
6150-00	Property Insurance-GL	2,102	2,604	502	19	21,600	26,039	4,440	17	31,247
6170-00	Bond Premiums	0	29	29	100	0	292	292	100	350
6199-99	TOTAL TAXES AND INSURANCE	2,102	2,942	839	29	22,542	29,415	6,873	23	35,298
6200-00	UTILITIES									
6210-00	Electricity-Common Areas	646	819	173	21	7,015	8,193	1,179	14	9,832
6210-10	Electricity-Units	146	0	-146	N/A	1,750	0	-1,750	N/A	0
6220-00	Water-Domestic	1,734	775	-959	-124	13,827	7,750	-6,077	-78	9,300
6230-00	Sewer-Standard Billing	904	1,000	96	10	10,864	10,000	-864	-9	12,000
6240-00	Gas/Heating Fuel-Units	116	387	270	70	587	3,866	3,279	85	4,639

Walker Commons (p0550)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6240-10	Gas/Heating Fuel-Common Areas	0	0	0	N/A	870	0	-870	N/A	0
6250-00	Trash-Standard Pickup	903	760	-143	-19	3,830	7,602	3,772	50	9,123
6250-10	Trash-Bulk Pickup	0	0	0	N/A	3,922	0	-3,922	N/A	0
6299-99	TOTAL UTILITIES	4,450	3,741	-708	-19	42,666	37,412	-5,254	-14	44,894
6300-00	PROPERTY MANAGEMENT FEES									
6320-00	Management Fees	3,246	3,246	0	0	32,458	32,458	0	0	38,949
6399-98	TOTAL PROPERTY MANAGEMENT FEES	3,246	3,246	0	0	32,458	32,458	0	0	38,949
6399-99	TOTAL NON-CONTROLLABLE EXPENSES	9,797	9,928	131	1	97,665	99,284	1,619	2	119,141
6400-00	CONTROLLABLE EXPENSES									
6400-01	PROFESSIONAL FEES									
6410-00	Audit Fees	1,042	1,042	0	0	10,417	10,417	0	0	12,500
6430-00	Legal-Evictions	0	171	171	100	176	1,711	1,535	90	2,053
6440-00	Professional Fees	28	0	-28	N/A	177	0	-177	N/A	0
6499-99	TOTAL PROFESSIONAL FEES	1,069	1,213	143	12	10,770	12,128	1,358	11	14,553
6500-00	PERSONNEL COSTS									
6510-00	Maintenance Wages-Base	5,385	5,033	-352	-7	34,237	50,328	16,091	32	60,393
6510-10	Maintenance Wages-Overtime	26	0	-26	N/A	515	0	-515	N/A	0
6510-20	Maintenance Wages-Bonus	0	0	0	N/A	500	0	-500	N/A	0
6510-30	Maintenance Wages-Vacation	189	0	-189	N/A	2,619	0	-2,619	N/A	0
6510-40	Maintenance Wages-PTO	145	0	-145	N/A	2,361	0	-2,361	N/A	0
6520-00	Manager Wages-Base	2,248	6,614	4,367	66	34,418	66,145	31,727	48	79,374
6520-10	Manager Wages-Overtime	17	0	-17	N/A	2,157	0	-2,157	N/A	0
6520-20	Manager Wages-Bonus	0	0	0	N/A	350	0	-350	N/A	0
6520-30	Manager Wages-Vacation	209	0	-209	N/A	2,488	0	-2,488	N/A	0
6520-40	Manager Wages-PTO	191	0	-191	N/A	3,227	0	-3,227	N/A	0
6540-00	Employer Social Security	520	1,129	609	54	4,833	11,290	6,457	57	13,548
6540-10	Employer Medicare	122	0	-122	N/A	1,130	0	-1,130	N/A	0
6540-20	FUTA (Federal Unemployment)	0	0	0	N/A	78	0	-78	N/A	0
6540-30	SUTA (State Unemployment)	0	0	0	N/A	572	0	-572	N/A	0
6540-40	401(k) Match (Employer)	0	0	0	N/A	4	0	-4	N/A	0
6550-00	Workers Comp Insurance	390	502	112	22	4,463	5,021	558	11	6,025
6555-00	Personnel Medical Insurance	379	2,715	2,336	86	6,304	27,153	20,849	77	32,584
6560-00	Life Insurance	3	0	-3	N/A	35	0	-35	N/A	0
6599-99	TOTAL PERSONNEL COSTS	9,824	15,994	6,169	39	100,292	159,937	59,645	37	191,924
6600-00	MARKETING AND LEASING COSTS									
6610-00	Advertising	0	17	17	100	0	167	167	100	200
6620-00	Credit Checking	66	42	-24	-58	227	417	190	46	500
6699-99	TOTAL MARKETING AND LEASING COSTS	66	58	-8	-13	227	583	356	61	700
6700-00	GENERAL AND ADMINISTRATIVE									
6700-01	CONTRACT/RECURRING G/A									

Walker Commons (p0550)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6700-10	P/M IT	205	0	-205	N/A	796	0	-796	N/A	0
6700-20	P/M Software	0	0	0	N/A	1,014	0	-1,014	N/A	0
6700-30	P/M Software-Yardi	429	0	-429	N/A	6,754	0	-6,754	N/A	0
6710-00	Telephone	243	273	30	11	3,424	2,728	-697	-26	3,273
6710-10	Internet	110	100	-10	-10	1,421	1,000	-421	-42	1,200
6710-20	Cell Phone Reimbursement	120	0	-120	N/A	1,125	0	-1,125	N/A	0
6715-30	Toner/Copier Expense	0	110	110	100	757	1,103	346	31	1,324
6720-00	Postage/Freight	103	81	-22	-28	1,112	810	-302	-37	972
6730-00	Office Supplies/Expense	143	350	207	59	2,284	3,500	1,216	35	4,200
6740-00	Water/Coffee Service	0	67	67	100	1,140	671	-469	-70	805
6820-00	Tenant Services-General	72	200	128	64	940	2,000	1,060	53	2,400
6860-00	Security-Svc Contract	330	0	-330	N/A	330	0	-330	N/A	0
6880-00	Pest Control-Svc Contract	0	333	333	100	2,150	3,333	1,183	35	4,000
6880-10	Pest Control-One-Time	0	0	0	N/A	281	0	-281	N/A	0
6890-00	Fire/Alarm-Svc Contract	0	277	277	100	330	2,768	2,438	88	3,321
6890-10	Fire/Alarm-One-Time	0	0	0	N/A	320	0	-320	N/A	0
6890-20	Fire/Alarm-Sprinklers	0	0	0	N/A	3,047	0	-3,047	N/A	0
6895-00	Cable-Internet/TV Service	144	130	-14	-11	1,441	1,302	-139	-11	1,562
6899-99	TOTAL CONTRACT/RECURRING G/A	1,899	1,921	22	1	28,666	19,214	-9,451	-49	23,057
6900-00	OTHER G/A									
6910-00	Other Admin-General	0	1,117	1,117	100	332	11,172	10,839	97	13,406
6910-20	Other Admin-Bank Fee	0	0	0	N/A	320	0	-320	N/A	0
6930-00	Mileage	18	0	-18	N/A	788	0	-788	N/A	0
6940-00	Travel and Promotion	0	67	67	100	1,086	667	-419	-63	800
6950-00	Training Expense	0	58	58	100	318	583	265	45	700
6999-98	TOTAL OTHER G/A	18	1,242	1,224	99	2,844	12,422	9,578	77	14,906
6999-99	TOTAL GENERAL AND ADMINISTRATIVE	1,917	3,164	1,246	39	31,510	31,636	126	0	37,963
7000-00	REPAIRS AND MAINTENANCE									
7000-01	CONTRACT/RECURRING R/M									
7010-00	R/M Contract-General	8,244	1,300	-6,944	-534	43,832	12,998	-30,834	-237	15,598
7015-00	R/M Contract-Plumbing	60	309	249	81	792	3,088	2,296	74	3,705
7025-00	R/M Contract-HVAC	0	200	200	100	3,441	2,000	-1,441	-72	2,400
7030-00	R/M Contract-Carpet Cleaning-Non Unit Turn	0	75	75	100	150	750	600	80	900
7035-00	R/M Contract-Appliances	0	0	0	N/A	761	0	-761	N/A	0
7045-00	R/M Contract-Hauling	378	0	-378	N/A	706	0	-706	N/A	0
7050-00	R/M Contract-Other	0	0	0	N/A	195	0	-195	N/A	0
7060-00	Repairs/Maintenance-Corp	97	0	-97	N/A	97	0	-97	N/A	0
7065-00	Grounds-Svc Contract	0	2,099	2,099	100	20,660	20,987	327	2	25,184
7065-10	Grounds-Trees	0	0	0	N/A	350	0	-350	N/A	0
7065-20	Grounds-Repairs	-8,149	0	8,149	N/A	70	0	-70	N/A	0
7065-90	Grounds-Other	0	0	0	N/A	161	0	-161	N/A	0
7099-99	TOTAL CONTRACT/RECURRING R/M	630	3,982	3,352	84	71,216	39,822	-31,393	-79	47,787
7100-00	OTHER R/M									

Walker Commons (p0550)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7110-00	Janitorial Supplies	131	255	124	49	1,138	2,552	1,415	55	3,063
7115-00	Painting and Decorating	188	301	114	38	869	3,012	2,143	71	3,615
7120-00	R/M Supplies-General	80	1,636	1,556	95	10,943	16,358	5,415	33	19,629
7125-00	R/M Supplies-Plumbing	253	0	-253	N/A	512	0	-512	N/A	0
7130-00	R/M Supplies-Electrical	1,285	0	-1,285	N/A	1,748	0	-1,748	N/A	0
7140-00	R/M Supplies-Flooring	0	0	0	N/A	119	0	-119	N/A	0
7145-00	R/M Supplies-Appliances	0	0	0	N/A	315	0	-315	N/A	0
7155-00	R/M Supplies-IT/Access Control	0	0	0	N/A	227	0	-227	N/A	0
7160-00	R/M Supplies-Other	0	0	0	N/A	417	0	-417	N/A	0
7199-99	TOTAL OTHER R/M	1,937	2,192	255	12	16,289	21,922	5,633	26	26,307
7200-00	TURNOVER R/M									
7210-00	Unit Turn-Carpet Cleaning-1Bed	0	0	0	N/A	150	0	-150	N/A	0
7220-00	Unit Turn-Unit Cleaning-Vendor	0	0	0	N/A	1,110	0	-1,110	N/A	0
7299-98	TOTAL TURNOVER R/M	0	0	0	N/A	1,260	0	-1,260	N/A	0
7299-99	TOTAL REPAIRS AND MAINTENANCE	2,567	6,174	3,608	58	88,765	61,745	-27,020	-44	74,094
7399-97	TOTAL CONTROLLABLE EXPENSES	15,444	26,603	11,159	42	231,563	266,028	34,465	13	319,234
7399-98	**TOTAL OPERATING EXPENSES**	**25,241**	**36,531**	**11,290**	**31**	**329,228**	**365,312**	**36,084**	**10**	**438,375**
7399-99	**NET OPERATING INCOME**	**20,491**	**11,307**	**9,184**	**81**	**140,365**	**113,070**	**27,295**	**24**	**135,684**
7500-00	REPLACEMENT COSTS/OTHER									
7500-01	REPLACEMENT COSTS - OPERATING									
7500-02	TURNOVER REPLACEMENT COSTS									
7510-00	R/M Replacement-General	0	2,071	2,071	100	328	20,708	20,380	98	24,850
7515-00	R/M Replacement-Plumbing	0	56	56	100	183	562	380	67	675
7520-00	R/M Replacement-Electrical	-1,055	0	1,055	N/A	0	0	0	N/A	0
7525-00	R/M Replacement-Door	250	67	-183	-274	481	667	185	28	800
7530-00	R/M Replacement-Window	193	1,042	849	81	607	10,417	9,810	94	12,500
7535-00	R/M Replacement-Cabinet	-56	0	56	N/A	4,131	0	-4,131	N/A	0
7545-10	R/M Flooring Replacement-1Bed	3,289	1,125	-2,164	-192	9,919	11,250	1,331	12	13,500
7550-00	R/M Replacement-Refrigerator	1,034	396	-638	-161	4,171	3,958	-212	-5	4,750
7560-00	R/M Replacement-Range	1,418	333	-1,085	-325	4,503	3,333	-1,169	-35	4,000
7565-00	R/M Replacement-Other Appliance	-587	0	587	N/A	1,156	0	-1,156	N/A	0
7570-00	R/M Replacement-HVAC Unit	0	583	583	100	7,295	5,833	-1,461	-25	7,000
7580-00	R/M Replacement-Water Heater	0	667	667	100	5,595	6,667	1,071	16	8,000
7599-97	TOTAL TURNOVER REPLACEMENT COSTS	4,485	6,340	1,854	29	38,369	63,396	25,027	39	76,075
7799-99	TOTAL REPLACEMENT COSTS - OPERATING	4,485	6,340	1,854	29	38,369	63,396	25,027	39	76,075
7800-00	OTHER NON-OPERATING COSTS									
7810-00	Managing General Partner Fees	1,250	1,250	0	0	12,500	12,500	0	0	15,000
7815-00	Administrative General Partner Fees	625	625	0	0	6,250	6,250	0	0	7,500
7899-98	TOTAL OTHER NON-OPERATING COSTS	1,875	1,875	0	0	18,750	18,750	0	0	22,500
7899-99	TOTAL REPLACEMENT COSTS/OTHER	6,360	8,215	1,854	23	57,119	82,146	25,027	30	98,575

Walker Commons (p0550)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7999-99	**NET INCOME (LOSS) BEFORE CAPEX**	**14,131**	**3,092**	**11,038**	**357**	**83,246**	**30,924**	**52,322**	**169**	**37,109**
8000-00	CAPEX/REPLACEMENT RESERVE									
8100-00	Authorized Reserve-Other	0	13,750	13,750	100	0	137,500	137,500	100	165,000
8999-99	TOTAL CAPEX/REPLACEMENT RESERVE	0	13,750	13,750	100	0	137,500	137,500	100	165,000
9999-98	**NET INCOME (LOSS)**	**14,131**	**-10,658**	**24,788**	**233**	**83,246**	**-106,576**	**189,822**	**178**	**-127,891**

1200 Park Avenue

October 2026

6 units available • 0 Move-in • 2 Move-out

Vacancy Advertising

- The property is offering move-in specials and referral incentives to attract qualified applicants
- Staff has been coordinating with the Housing Authorities and VA to encourage Section 8 move-ins
- Flyers have been placed in heavily trafficked areas
- Banners and balloons are displayed on the grounds to increase visibility
- Staff have redistributed resident referrals

Current Staffing

Staffing

Manager: Cindi Weber
Assistant Manager: Crystal Bickford
Maintenance: John Rainger
Assistant Maintenance: VACANT

Vacancy Overview

CURRENT

#245 (45%): (Transfer) - **Rent Ready**: Vash applicant will compliance

#334 (60%): (Eviction) – **Rent Ready:** Applicant with compliance

#109 (60%): (Transfer) – Pending RA approval, Transfer from 249

#219 (50%): (Transfer) – Minor repairs

#247 (60%): (Transfer) – Minor repairs

UPCOMING

#340 (60%): (Passed) Do not have possession yet.

#317 (60%): (Relocating) Planning to get keys on 11/5/26

Capital Projects

Budgeted Items planned for 2026

Roofing: Identify roofing that needs replacement/repairs.

Stucco Repairs (Office Exterior Wall): Gather updated bids for the siding.

Painting: Gather bids to follow the office repairs.

Trash Chute Cleaning: Semi-Annually

Dryer Vent Cleaning: Semi-Annually

Current Status

Roofing: 1 Bid on hand.

Stucco Repairs (Office Exterior Wall): Updated bids on hand.

Painting: Scheduled.

Trash Chute Cleaning: ~~March~~, Scheduled

Dryer Vent Cleaning: ~~March~~ Scheduled

Stairway carpet: ~~Completed~~

Community Events

ONGOING

Monthly Bingo Games

Birthday Cake Celebrations

HIGHLIGHT

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Additional Notes

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

Park Avenue (p0569)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4000-03	**INCOME**									
4110-00	Market/Contract Rent	78,577	106,457	-27,880	-26	902,657	1,064,572	-161,916	-15	1,277,487
4190-00	Gain/Loss to Lease	22,171	0	22,171	N/A	112,007	0	112,007	N/A	0
4999-99	GROSS POTENTIAL RENT	100,748	106,457	-5,709	-5	1,014,664	1,064,572	-49,908	-5	1,277,487
5000-00	INCOME ADJUSTMENTS									
5110-00	Vacancy Loss	-2,905	-3,726	821	22	-38,453	-37,260	-1,193	-3	-44,712
5120-00	Admin Unit-Non Rev	-1,196	-1,196	0	0	-11,965	-11,960	-5	0	-14,352
5150-00	Concessions-Move In Special	0	0	0	N/A	-10	0	-10	N/A	0
5190-00	Bad Debt Expense	0	0	0	N/A	-2,317	0	-2,317	N/A	0
5199-98	TOTAL INCOME ADJUSTMENTS	-4,101	-4,922	821	17	-52,745	-49,220	-3,525	-7	-59,064
5199-99	NET RENTAL INCOME	96,647	101,535	-4,888	-5	961,919	1,015,352	-53,434	-5	1,218,423
5200-00	REIMBURSEMENT INCOME									
5210-00	Utility Reimbursement	-497	0	-497	N/A	-497	0	-497	N/A	0
5299-99	TOTAL REIMBURSEMENT INCOME	-497	0	-497	N/A	-497	0	-497	N/A	0
5500-00	OTHER INCOME									
5510-00	Laundry Income	0	667	-667	-100	7,500	6,667	833	12	8,000
5520-00	Late Charges	0	68	-68	-100	65	685	-620	-91	822
5530-00	Application Fees	0	14	-14	-100	0	139	-139	-100	167
5590-00	Other Tenant Income	0	333	-333	-100	2,399	3,333	-935	-28	4,000
5600-00	Interest Income	73	18	55	304	565	182	383	211	218
5610-00	Interest Income-Restricted Reserve	19	0	19	N/A	244	0	244	N/A	0
5690-00	Miscellaneous Income	100	20	80	404	484	198	286	144	238
5999-98	TOTAL OTHER INCOME	192	1,120	-928	-83	11,257	11,204	52	0	13,445
5999-99	**TOTAL INCOME**	**96,342**	**102,656**	**-6,314**	**-6**	**972,678**	**1,026,557**	**-53,879**	**-5**	**1,231,868**
6000-00	**OPERATING EXPENSES**									
6000-01	NON-CONTROLLABLE EXPENSES									
6000-02	TAXES AND INSURANCE									
6100-10	Real Estate Taxes-Special Assessments	0	28	28	100	198	278	79	29	333
6120-00	Other Taxes/Fees/Permits	0	167	167	100	775	1,667	891	53	2,000
6120-10	Other Taxes/Fees/Permits-FTB Fee	0	67	67	100	1,600	667	-933	-140	800
6120-50	Other Taxes/Fees/Permits-Other	0	0	0	N/A	27	0	-27	N/A	0
6150-00	Property Insurance-GL	5,829	6,947	1,118	16	69,661	69,468	-192	0	83,362
6150-20	Property Insurance-Flood	157	300	143	48	1,573	2,999	1,426	48	3,599
6170-00	Bond Premiums	0	58	58	100	0	583	583	100	700
6199-99	TOTAL TAXES AND INSURANCE	5,986	7,566	1,580	21	73,835	75,662	1,827	2	90,794
6200-00	UTILITIES									
6210-00	Electricity-Common Areas	8,575	7,060	-1,514	-21	47,436	70,605	23,169	33	84,726
6210-10	Electricity-Units	463	0	-463	N/A	2,273	0	-2,273	N/A	0

Park Avenue (p0569)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6220-00	Water-Domestic	1,224	1,522	298	20	14,894	15,216	321	2	18,259
6220-10	Water-Irrigation	494	0	-494	N/A	1,691	0	-1,691	N/A	0
6230-00	Sewer-Standard Billing	2,043	1,964	-80	-4	22,383	19,636	-2,748	-14	23,563
6240-00	Gas/Heating Fuel-Units	63	629	566	90	628	6,288	5,660	90	7,545
6240-10	Gas/Heating Fuel-Common Areas	290	0	-290	N/A	5,523	0	-5,523	N/A	0
6250-00	Trash-Standard Pickup	801	1,129	328	29	6,698	11,288	4,590	41	13,546
6250-10	Trash-Bulk Pickup	0	0	0	N/A	2,230	0	-2,230	N/A	0
6299-99	TOTAL UTILITIES	13,953	12,303	-1,650	-13	103,756	123,032	19,276	16	147,639
6300-00	PROPERTY MANAGEMENT FEES									
6320-00	Management Fees	6,202	6,202	0	0	62,017	62,018	0	0	74,421
6399-98	TOTAL PROPERTY MANAGEMENT FEES	6,202	6,202	0	0	62,017	62,018	0	0	74,421
6399-99	TOTAL NON-CONTROLLABLE EXPENSES	26,141	26,071	-70	0	239,608	260,712	21,104	8	312,854
6400-00	CONTROLLABLE EXPENSES									
6400-01	PROFESSIONAL FEES									
6410-00	Audit Fees	1,042	1,042	0	0	10,417	10,417	0	0	12,500
6430-00	Legal-Evictions	-1,044	407	1,451	356	13,677	4,072	-9,605	-236	4,886
6440-00	Professional Fees	53	0	-53	N/A	339	0	-339	N/A	0
6499-99	TOTAL PROFESSIONAL FEES	51	1,449	1,398	96	24,433	14,488	-9,944	-69	17,386
6500-00	PERSONNEL COSTS									
6510-00	Maintenance Wages-Base	8,181	10,683	2,502	23	68,391	106,833	38,442	36	128,200
6510-10	Maintenance Wages-Overtime	1,561	0	-1,561	N/A	5,066	0	-5,066	N/A	0
6510-20	Maintenance Wages-Bonus	0	0	0	N/A	350	0	-350	N/A	0
6510-30	Maintenance Wages-Vacation	360	0	-360	N/A	5,061	0	-5,061	N/A	0
6510-40	Maintenance Wages-PTO	277	0	-277	N/A	4,990	0	-4,990	N/A	0
6510-90	Maintenance Wages-Other	0	0	0	N/A	164	0	-164	N/A	0
6520-00	Manager Wages-Base	9,631	9,018	-613	-7	67,915	90,180	22,265	25	108,216
6520-10	Manager Wages-Overtime	235	0	-235	N/A	1,581	0	-1,581	N/A	0
6520-20	Manager Wages-Bonus	0	0	0	N/A	700	0	-700	N/A	0
6520-30	Manager Wages-Vacation	400	0	-400	N/A	4,191	0	-4,191	N/A	0
6520-40	Manager Wages-PTO	365	0	-365	N/A	5,734	0	-5,734	N/A	0
6540-00	Employer Social Security	1,232	1,916	684	36	9,502	19,163	9,662	50	22,996
6540-10	Employer Medicare	288	0	-288	N/A	2,222	0	-2,222	N/A	0
6540-20	FUTA (Federal Unemployment)	5	0	-5	N/A	244	0	-244	N/A	0
6540-30	SUTA (State Unemployment)	40	0	-40	N/A	1,786	0	-1,786	N/A	0
6540-40	401(k) Match (Employer)	6	0	-6	N/A	68	0	-68	N/A	0
6550-00	Workers Comp Insurance	1,023	839	-184	-22	7,960	8,390	430	5	10,068
6555-00	Personnel Medical Insurance	2,120	1,667	-454	-27	19,881	16,667	-3,214	-19	20,000
6560-00	Life Insurance	4	0	-4	N/A	57	0	-57	N/A	0
6599-99	TOTAL PERSONNEL COSTS	25,730	24,123	-1,607	-7	205,861	241,233	35,372	15	289,480
6600-00	MARKETING AND LEASING COSTS									
6610-00	Advertising	374	40	-334	-841	498	398	-100	-25	477

Park Avenue (p0569)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
6620-00	Credit Checking	0	29	29	100	52	292	240	82	350
6699-99	TOTAL MARKETING AND LEASING COSTS	374	69	-305	-443	549	689	140	20	827
6700-00	GENERAL AND ADMINISTRATIVE									
6700-01	CONTRACT/RECURRING G/A									
6700-10	P/M IT	392	227	-164	-72	1,609	2,273	664	29	2,728
6700-20	P/M Software	0	102	102	100	2,043	1,016	-1,027	-101	1,219
6700-30	P/M Software-Yardi	820	1,776	956	54	12,904	17,762	4,858	27	21,314
6710-00	Telephone	1,542	713	-829	-116	13,767	7,129	-6,637	-93	8,555
6710-10	Internet	301	625	324	52	3,038	6,248	3,210	51	7,498
6710-20	Cell Phone Reimbursement	180	164	-16	-10	2,040	1,642	-398	-24	1,971
6715-10	Copier Expenses	415	0	-415	N/A	217	0	-217	N/A	0
6715-30	Toner/Copier Expense	-198	125	323	258	1,463	1,250	-213	-17	1,500
6720-00	Postage/Freight	18	88	70	80	730	877	147	17	1,052
6730-00	Office Supplies/Expense	209	505	297	59	4,408	5,054	646	13	6,065
6735-00	Office Furniture and Equipment	141	0	-141	N/A	76	0	-76	N/A	0
6740-00	Water/Coffee Service	0	111	111	100	976	1,112	137	12	1,335
6820-00	Tenant Services-General	70	127	57	45	390	1,271	881	69	1,525
6820-20	Tenant Services-Retention	0	0	0	N/A	211	0	-211	N/A	0
6820-30	Tenant Services-Other	0	0	0	N/A	3,317	0	-3,317	N/A	0
6830-00	Resident Services-Supplies	0	0	0	N/A	665	0	-665	N/A	0
6855-00	Resident Services-Other	0	0	0	N/A	168	0	-168	N/A	0
6860-00	Security-Svc Contract	676	711	35	5	9,847	7,110	-2,737	-38	8,532
6870-00	Elevator-Svc Contract	0	1,188	1,188	100	10,694	11,878	1,184	10	14,253
6870-10	Elevator-Repairs	3,110	0	-3,110	N/A	3,110	0	-3,110	N/A	0
6870-20	Elevator-Fees	0	0	0	N/A	1,125	0	-1,125	N/A	0
6880-00	Pest Control-Svc Contract	640	1,182	542	46	5,040	11,821	6,781	57	14,185
6880-10	Pest Control-One-Time	0	0	0	N/A	1,000	0	-1,000	N/A	0
6890-00	Fire/Alarm-Svc Contract	1,472	1,524	52	3	7,599	15,239	7,640	50	18,287
6899-99	TOTAL CONTRACT/RECURRING G/A	9,788	9,168	-619	-7	86,438	91,682	5,244	6	110,019
6900-00	OTHER G/A									
6910-00	Other Admin-General	5	156	151	97	918	1,557	639	41	1,868
6910-20	Other Admin-Bank Fee	0	0	0	N/A	320	0	-320	N/A	0
6930-00	Mileage	487	0	-487	N/A	1,731	0	-1,731	N/A	0
6940-00	Travel and Promotion	0	144	144	100	672	1,444	772	53	1,733
6950-00	Training Expense	0	64	64	100	967	639	-327	-51	767
6955-00	Employee Meals	0	8	8	100	0	83	83	100	100
6999-98	TOTAL OTHER G/A	491	372	-119	-32	4,608	3,723	-884	-24	4,468
6999-99	TOTAL GENERAL AND ADMINISTRATIVE	10,279	9,541	-738	-8	91,046	95,406	4,360	5	114,487
7000-00	REPAIRS AND MAINTENANCE									
7000-01	CONTRACT/RECURRING R/M									
7010-00	R/M Contract-General	835	2,250	1,415	63	46,459	22,500	-23,959	-106	27,000
7015-00	R/M Contract-Plumbing	760	220	-540	-246	9,061	2,198	-6,864	-312	2,637
7020-00	R/M Contract-Electrical	0	0	0	N/A	1,643	0	-1,643	N/A	0

Park Avenue (p0569)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7025-00	R/M Contract-HVAC	0	167	167	100	881	1,667	786	47	2,000
7030-00	R/M Contract-Carpet Cleaning-Non Unit Turn	0	688	688	100	1,448	6,877	5,429	79	8,252
7035-00	R/M Contract-Appliances	358	0	-358	N/A	1,115	0	-1,115	N/A	0
7045-00	R/M Contract-Hauling	355	0	-355	N/A	730	0	-730	N/A	0
7055-00	Janitorial Services	5,119	0	-5,119	N/A	6,716	0	-6,716	N/A	0
7065-00	Grounds-Svc Contract	1,955	2,032	77	4	25,195	20,317	-4,878	-24	24,380
7065-20	Grounds-Repairs	0	0	0	N/A	350	0	-350	N/A	0
7065-90	Grounds-Other	250	0	-250	N/A	250	0	-250	N/A	0
7099-99	TOTAL CONTRACT/RECURRING R/M	9,632	5,356	-4,276	-80	93,848	53,558	-40,290	-75	64,269
7100-00	OTHER R/M									
7110-00	Janitorial Supplies	288	318	30	9	2,134	3,182	1,048	33	3,819
7115-00	Painting and Decorating	492	224	-268	-120	2,650	2,238	-412	-18	2,686
7120-00	R/M Supplies-General	417	1,548	1,131	73	8,234	15,478	7,243	47	18,573
7125-00	R/M Supplies-Plumbing	63	0	-63	N/A	1,437	0	-1,437	N/A	0
7130-00	R/M Supplies-Electrical	437	0	-437	N/A	2,375	0	-2,375	N/A	0
7135-00	R/M Supplies-HVAC	0	0	0	N/A	1,481	0	-1,481	N/A	0
7145-00	R/M Supplies-Appliances	30	0	-30	N/A	159	0	-159	N/A	0
7160-00	R/M Supplies-Other	75	0	-75	N/A	75	0	-75	N/A	0
7199-00	MM GL	-169	0	169	N/A	0	0	0	N/A	0
7199-99	TOTAL OTHER R/M	1,633	2,090	457	22	18,546	20,898	2,352	11	25,078
7200-00	TURNOVER R/M									
7210-90	Unit Turn-Carpet Cleaning-Other	0	0	0	N/A	573	0	-573	N/A	0
7220-00	Unit Turn-Unit Cleaning-Vendor	902	0	-902	N/A	5,675	0	-5,675	N/A	0
7299-98	TOTAL TURNOVER R/M	902	0	-902	N/A	6,248	0	-6,248	N/A	0
7299-99	TOTAL REPAIRS AND MAINTENANCE	12,168	7,446	-4,722	-63	118,642	74,456	-44,186	-59	89,347
7399-97	TOTAL CONTROLLABLE EXPENSES	48,601	42,627	-5,974	-14	440,531	426,273	-14,258	-3	511,527
7399-98	**TOTAL OPERATING EXPENSES**	**74,742**	**68,698**	**-6,044**	**-9**	**680,139**	**686,984**	**6,845**	**1**	**824,381**
7399-99	**NET OPERATING INCOME**	**21,600**	**33,957**	**-12,357**	**-36**	**292,539**	**339,572**	**-47,033**	**-14**	**407,487**
7400-00	DEBT SERVICE									
7411-00	Interest-Perm Loan 1	8,137	8,463	326	4	83,214	84,630	1,416	2	101,556
7430-00	Interest-Local Agency	6,125	8,189	2,064	25	61,250	81,891	20,641	25	98,269
7435-00	Interest-Other	2,917	2,917	0	0	29,170	29,167	-3	0	35,000
7499-99	TOTAL DEBT SERVICE	17,179	19,569	2,389	12	173,634	195,688	22,054	11	234,825
7500-00	REPLACEMENT COSTS/OTHER									
7500-01	REPLACEMENT COSTS - OPERATING									
7500-02	TURNOVER REPLACEMENT COSTS									
7510-00	R/M Replacement-General	790	3,043	2,253	74	4,838	30,433	25,596	84	36,520
7515-00	R/M Replacement-Plumbing	371	0	-371	N/A	371	0	-371	N/A	0
7525-00	R/M Replacement-Door	990	217	-773	-357	1,302	2,167	864	40	2,600

Park Avenue (p0569)

Budget Comparison

Period = Oct 2026

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
7530-00	R/M Replacement-Window	0	0	0	N/A	651	0	-651	N/A	0
7535-00	R/M Replacement-Cabinet	0	0	0	N/A	16,951	0	-16,951	N/A	0
7540-00	R/M Replacement-Other	1,456	0	-1,456	N/A	1,533	0	-1,533	N/A	0
7545-10	R/M Flooring Replacement-1Bed	4,732	0	-4,732	N/A	49,584	0	-49,584	N/A	0
7545-20	R/M Flooring Replacement-2Bed	0	0	0	N/A	15,784	0	-15,784	N/A	0
7545-30	R/M Flooring Replacement-3Bed	0	0	0	N/A	2,747	0	-2,747	N/A	0
7545-90	R/M Flooring Replacement-Other	0	0	0	N/A	16,113	0	-16,113	N/A	0
7550-00	R/M Replacement-Refrigerator	729	275	-454	-165	5,830	2,750	-3,080	-112	3,300
7560-00	R/M Replacement-Range	764	225	-539	-239	2,244	2,250	6	0	2,700
7560-10	R/M Replacement-Range Hood	0	8	8	100	86	83	-3	-4	100
7570-00	R/M Replacement-HVAC Unit	994	0	-994	N/A	14,750	0	-14,750	N/A	0
7580-00	R/M Replacement-Water Heater	861	0	-861	N/A	3,401	0	-3,401	N/A	0
7599-97	TOTAL TURNOVER REPLACEMENT COSTS	11,686	3,768	-7,917	-210	136,185	37,683	-98,502	-261	45,220
7799-99	TOTAL REPLACEMENT COSTS - OPERATING	11,686	3,768	-7,917	-210	136,185	37,683	-98,502	-261	45,220
7800-00	OTHER NON-OPERATING COSTS									
7810-00	Managing General Partner Fees	1,086	1,106	20	2	10,855	11,055	200	2	13,266
7899-98	TOTAL OTHER NON-OPERATING COSTS	1,086	1,106	20	2	10,855	11,055	200	2	13,266
7899-99	TOTAL REPLACEMENT COSTS/OTHER	12,771	4,874	-7,897	-162	147,040	48,738	-98,302	-202	58,486
7999-99	**NET INCOME (LOSS) BEFORE CAPEX**	**-8,351**	**9,515**	**-17,865**	**-188**	**-28,135**	**95,147**	**-123,282**	**-130**	**114,176**
8000-00	CAPEX/REPLACEMENT RESERVE									
8100-00	Authorized Reserve-Other	0	15,550	15,550	100	0	155,500	155,500	100	186,600
8110-00	Authorized Reserve-Flooring	0	5,175	5,175	100	0	51,750	51,750	100	62,100
8130-00	Authorized Reserve-HVAC	0	800	800	100	0	8,000	8,000	100	9,600
8140-00	Authorized Reserve-Water Heaters	0	333	333	100	0	3,333	3,333	100	4,000
8999-99	TOTAL CAPEX/REPLACEMENT RESERVE	0	21,858	21,858	100	0	218,583	218,583	100	262,300
9999-98	**NET INCOME (LOSS)**	**-8,351**	**-12,344**	**3,993**	**32**	**-28,135**	**-123,437**	**95,301**	**77**	**-148,124**

MEMO

Date: November 12, 2026

To: HACB Board of Commissioners

From: Tiffany Lee, Special Programs Coordinator
Angie Little, Rental Assistance Programs Manager

Subject: Family Self-Sufficiency (FSS) Program update for October 2026

Program Statistics for Period Ending	**October 2026**	**October 2025**
Number of participants as of last day of the month	61	40
Number of Orientation Briefings	1	0
Number of signed contracts	1	8
Number of Port-In's	0	1
Number of Port-Out's	0	0
Number of Graduates	1	1
Contract Expired	0	0
Number of Terminations	0	0
Number of Voluntary Exits	0	0
Number of Families on FSS Waiting List	0	0
Number of participants with annual income increases (YTD)	7	11
Number of participants with new employment (YTD)	19	5
Number of participants with escrow accounts	27	12
Number of participants currently escrowing	19	9
Amount disbursed from escrow account	$0.00	$11,945.28
Balance of Forfeiture account	$38,522.16	$33,511.63
Balance of Escrow Account	$137,350.97	$76,272.02

FSS FY 2025 HUD Grant Program Tracking Data

Program Management Questions:	**2026 Calendar Year**
PHA mandatory program size (Initial 50)	N/A
PHA voluntary program size (50)	61
Number of FSS participants identified as a person with disabilities	19
Number of FSS participants employed	47
Number of FSS participants in training programs	2
Number of FSS participants enrolled in higher/adult education	13
Number of FSS participants enrolled in school and employed	10
Number of FSS families receiving cash assistance	19
Number of FSS families experiencing a reduction in cash assistance	17
Number of FSS families who have ceased receiving cash assistance	5
How many new FSS escrow accounts were established	8
Number of FSS families moved to non-subsidized housing	2
Number of FSS families moved to home-ownership	1

HACB CoC Programs: A Report to the Board of Commissioners for the Month of October 2026

Grant	Funding Period	Amount Funded	Grantee	Sponsor	Units	Eligibility Criteria	Service Area	10/2026 Enrollment	10/2026 HAP Assistance	Grant Balance
City of Chico - LGP	7/1/26 - 6/30/27	$9,000.00	City of Chico	SSA	8	Low-income, referred by supportive service agency	Chico	2	$0.00	$9,000.00
City of Chico - TBRA	7/1/26 - 6/30/27	$150,000.00	City of Chico	SSA	18	Low-income, under case management with self-sufficiency plan	Chico	13	$13,223.00	$104,025.00
BHHAP/Security Deposit**	7/1/26 - 6/30/27	$2,105.00	BCBH	BCBH	5	Individuals with a mental illness with homelessness eligibility	Butte County	0	$0.00	$2,105.00
BHHAP/ASOC	7/1/26 - 6/30/27	$14,825.00	BCBH	BCBH	4	Individuals with a mental illness with homelessness eligibility	Butte County	1	$269.00	$13,749.00
Totals		**$175,930.00**			**35**			**16**	**$13,492.00**	**$128,879.00**

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

Last update:11/04/2026
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

2027 BOARD MEETING CALENDAR

JANUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL

S	M	T	W	T	F	S
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25	26	27	28	29	30	

MAY

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE

S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JULY

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				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
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AUGUST

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22	23	24	25	26	27	28
29	30	31				

SEPTEMBER

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26	27	28	29	30		

OCTOBER

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER

S	M	T	W	T	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

IMPORTANT NOTE: June Board meeting moved to 4th week in month (6/24) due to NAHRO conference.

KEY:

Board Meetings

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
One Sansome Street, Suite 1200
San Francisco, CA 94104-4430

OFFICE OF PUBLIC HOUSING

November 5, 2026

Lawrence C. Guanzon
Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue
Chico, CA 95928

Subject: CA043 Housing Authority of the County of Butte (HACB)
FY2025 Section 8 Management Assessment Program (SEMAP)
Corrective Action Plan (CAP) – Approval

Dear Mr. Guanzon,

Thank you for submitting HACB's September 17, 2026, Corrective Action Plan (CAP) in response to HUD's August 5, 2026, SEMAP On-Site Assessment Review Report. The CAP is signed by you and by Board Chair David W. Pittman and addresses each deficiency identified in the review. HUD has reviewed the CAP and approves it, subject to the implementation schedule and reporting requirements described below.

The CAP commits HACB to the following core actions:

- Contracting with Jeni Rios Consulting (JRC) to conduct the Indicator 1, 2, and 5 quality control (QC) reviews and to develop a comprehensive SEMAP QC Standard Operating Procedure (SOP);
- Completing a full audit of all active participant files by December 31, 2026, and correcting errors as they are identified, to address the Indicator 3 and 10 deficiencies;
- Keeping the backend Yardi data-entry QC process in place and adding peer review of all program actions and monthly supervisory QC of each caseworker;
- Amending Section 17-VI.B of the Administrative Plan and retaining point-in-time records that establish the order of each PBV waiting list selection;
- Centralizing failed-inspection and abatement tracking, preparing the annual Indicator 7 written analysis, and reconciling HUD-50058, PIC/IMS, and VMS data on a recurring basis.

HUD supports HACB's decision to audit every active file rather than wait for files to cycle through annual reexaminations. As HACB acknowledged in the CAP, errors that remain unresolved when the current-year Indicator 3 QC is performed will be reflected in the FY2026 SEMAP results.

Several CAP actions do not carry a fixed completion date, including the Administrative Plan amendment, validation of the Yardi waiting list report, centralized failed-inspection tracking, the Indicator 7 analysis, and the SEMAP QC SOP. HUD has set target dates for these items in the enclosed **CAP Implementation Timeline and Deliverables**. HACB must submit each milestone package by its due date and attend the HUD check-in listed for that milestone. HACB must also submit a monthly progress report by the 10th of each month (or the next business day), beginning December 10, 2026, until HUD closes the CAP.

HACB's path out of Troubled status runs through its FY2026 SEMAP certification, due November 29, 2026. HACB must submit the certification on time; a late certification results in a Troubled rating under 24 CFR 985.103(c). HUD will notify HACB of its FY2026 SEMAP rating no later than January 28, 2027, under 24 CFR 985.105(b), and HACB must correct any indicator rated zero within 45 calendar days of that notice. If HACB's FY2026 certification would score Standard or High Performer, HUD will conduct an on-site SEMAP Confirmatory Review within 120 days after HACB submits the certification to verify the certified results. HUD will issue a written Confirmatory Review report within 45 days after the exit conference and, if the review confirms the rating, remove HACB's Troubled designation in PIC.

HUD also notes two items that require documentation. First, the Administrative Plan amendment requires adoption by the HACB Board of Commissioners; HACB must submit the Board resolution and the adopted pages before the Confirmatory Review. Second, HUD notes HACB's position that its Family Self-Sufficiency (FSS) program is not a mandatory program; HACB must submit documentation supporting that determination with Milestone 1.

The first milestone package is due **November 16, 2026**. Please title each attachment "CA043 CAP Milestone [#] – [Deliverable Name]" when responding. HACB remains designated SEMAP troubled, and HUD will continue to monitor HACB under 24 CFR 985.107. HUD will close the CAP once the Confirmatory Review verifies HACB's FY2026 certification and HACB has completed the milestones due before that review. If the FY2026 certification scores below 60 percent, or the Confirmatory Review does not verify the certified rating, the CAP remains open through HACB's FY2027 SEMAP certification and the remaining milestones in the enclosed timeline apply.

Thank you for your cooperation in this matter. If you have any questions, please contact Allyson Weiyong Tang, Portfolio Management Specialist, at (415) 489-6428 or Weiyong.Tang@hud.gov.

Sincerely,

Rudy Rodriguez

Rudy Rodriguez
Acting Director
Office of Public Housing

Enclosure: CAP Implementation Timeline and Deliverables

cc: David W. Pittman, Chair, HACB Board of Commissioners
pittmandw5@comcast.net

U.S. Department of Housing and Urban Development – Office of Public Housing, San Francisco

SEMAP Corrective Action Plan

Implementation Timeline and Deliverables

PHA	Housing Authority of the County of Butte (HACB), CA043	**HUD contact**	Allyson Weiyong Tang, Portfolio Management Specialist
Assessment	FY2025 SEMAP (FYE 9/30/2025) – On-Site Assessment Review Report dated Aug. 5, 2026	**Phone / email**	(415) 489-6428 / Weiyong.Tang@hud.gov
CAP submitted	Sept. 17, 2026 (signed by L. Guanzon, ED, and D. Pittman, Board Chair)	**Approved**	Oct. 20, 2026 – Rudy Rodriguez, Acting Director, Office of Public Housing
PHA lead	Rental Assistance Programs Manager; Executive Director oversees	**Contract support**	Jeni Rios Consulting (JRC)

How to submit

- Email each milestone package to Allyson Tang by the due date. Send one email per milestone, with every deliverable for that milestone attached.
- Name each attachment **CA043 CAP Milestone [#] – [Deliverable Name]** (e.g., “CA043 CAP Milestone 1 – Audit Work Plan”). Monthly reports use **CA043 CAP Monthly Report – [Month YYYY]**.
- If a deliverable will be late, email Allyson Tang before the due date with the reason and a revised date. HUD must approve any date change.
- **Source** in each checklist shows whether HACB committed to the item in its CAP or HUD added it as a condition of approval.

1. Path Out of Troubled Status

HACB stays SEMAP Troubled until HUD confirms an improved rating through an on-site Confirmatory Review. The CAP milestones are timed to these regulatory steps.

Step	Action	Regulation	Timing rule	Date / status
1	FY2025 SEMAP Troubled designation (FYE 9/30/2025)	24 CFR 985.103(c)	Overall score below 60%	July 30, 2026 letter – complete
2	HUD Initial On-Site Assessment and written report	24 CFR 985.107(a)–(b)	Review within 120 days of designation; report within 45 days of review	Report issued Aug 5, 2026 – complete
3	HACB CAP submitted and approved	24 CFR 985.107	–	Submitted Sept 17, 2026; approved Oct 20, 2026
4	**HACB submits FY2026 SEMAP certification**	24 CFR 985.101; 985.103(c)	60 days after FYE; late submission = Troubled	**Due Sun, Nov 29, 2026** (HUD requests Wed, Nov 25) – Milestone 3
5	HUD issues FY2026 SEMAP rating notice	24 CFR 985.105(b)	No later than 120 days after FYE	By Thu, Jan 28, 2027
6	HACB corrects any indicator rated zero	24 CFR 985.105(b)	45 calendar days from HUD notice	About Mon, Mar 15, 2027 – Milestone 6
7	**HUD on-site SEMAP Confirmatory Review** (if FY2026 certification would score Standard or High)	24 CFR 985.105	Within 120 days after HACB submits its certification	**By Thu, Mar 25, 2027** (Mon, Mar 29 if HACB certifies Nov 29) – Milestones 8–9
8	HUD issues Confirmatory Review report	24 CFR 985.107(b)	Within 45 days after the exit conference	About May 2027
9	HUD removes Troubled designation in PIC; HUD closes CAP	–	Within 45 days after the exit conference, if the rating is confirmed	About May 2027 – Milestone 10

If the FY2026 certification scores below 60%, or the Confirmatory Review does not confirm the rating, HACB remains Troubled, the CAP stays open, and Milestones 11–14 apply. HUD then conducts a second Confirmatory Review within 120 days after HACB submits its FY2027 certification (by Tue, Mar 28, 2028).

2. Milestones at a Glance

Shaded rows are HUD actions. Milestones 11–14 apply only if the CAP remains open after the Confirmatory Review.

#	Due	Who	Milestone	What is submitted or happens	Check-in with HUD
1	Fri, Nov 6, 2026	HACB	Initial Implementation Package	JRC contract, audit work plan, QC procedures, Yardi report validation, draft Admin Plan language, failed-inspection tracking, FSS documentation	Kickoff call, week of Nov 9
2	Fri, Nov 20, 2026	HACB	Pre-Certification QC Package	FY2026 QC files (Ind. 1, 2, 3, 6), Ind. 7 analysis, payment standards, 50058/PIC/VMS reconciliation, FY2027 HQS QC schedule	Pre-certification call, Mon, Nov 23
3	Wed, Nov 25, 2026	HACB	FY2026 SEMAP Certification	Certification copy, self-score, and QC summary (regulatory deadline Nov 29)	Email confirmation within 2 business days
–	Thu, Dec 10, 2026	HACB	First Monthly Progress Report	Monthly reports continue by the 10th of each month until HUD closes the CAP (see Section 4)	None – HUD replies if needed
4	Thu, Dec 31, 2026	HACB	Full Active-File Audit Complete	Completion notice with final counts	Email confirmation
5	Fri, Jan 15, 2027	HACB	Final Audit Report and Corrections	Audit report, corrected 50058 and financial adjustment log, error trends and training plan, UA reconciliation, override policy	Audit results meeting, week of Jan 18
–	By Thu, Jan 28, 2027	HUD	**FY2026 SEMAP Rating Notice**	HUD notifies HACB of each indicator rating and the overall rating	–
6	45 days after notice (about Mon, Mar 15, 2027)	HACB	FY2026 Deficiency Correction (if any)	Correction documentation for each indicator rated zero	Call within 1 week of notice
7	Fri, Feb 26, 2027	HACB	SEMAP QC SOP Final and Admin Plan Adopted	Final SOP, Board resolution and adopted Admin Plan pages, UA review procedure, QC progress	SOP walkthrough call
–	Before the review	HUD	**Confirmatory Review Notification Letter**	Reviewers, dates, indicators covered, and document request with due date	–
8	Date in HUD letter	HACB	Confirmatory Review Document Submission	QC files, adopted Admin Plan, SOP, payment standards, PIC SEMAP Indicators Report	Pre-review planning call
9	By Thu, Mar 25, 2027	HUD / HACB	On-Site SEMAP Confirmatory Review	HACB hosts the review; files, Yardi access, and staff available	Entrance and exit conferences

#	Due	Who	Milestone	What is submitted or happens	Check-in with HUD
–	Within 45 days of exit	HUD	**Confirmatory Review Report; PIC Update**	HUD issues report and, if confirmed, removes Troubled status in PIC	–
10	30 days after HUD report	HACB	Review Response and CAP Closeout Decision	Response to any findings and CAP closeout request memo	Closeout call
11	Wed, Jun 30, 2027	HACB	Third-Quarter Review*	Cumulative QC progress, reconciliation report, Ind. 7 work plan	Quarterly call
12	Wed, Sep 1, 2027	HACB	Annual Utility Allowance Review*	Rate comparison and schedule documentation	Email submission
13	Fri, Oct 15, 2027	HACB	FY2027 Year-End Package*	FY2027 Ind. 7 analysis, completed QC files, year-end reconciliation	Year-end call
14	Mon, Nov 29, 2027	HACB	FY2027 SEMAP Certification*	Certification copy, self-score, and QC summary; second Confirmatory Review by Mar 28, 2028	Email confirmation

** Applies only if the CAP remains open after the Confirmatory Review.*

3. Milestone Checklists

Check off each item before sending the milestone package. Every item in a milestone is due on that milestone's date.

Milestone 1 – Initial Implementation Package Due: Fri, Nov 6, 2026

Purpose: Confirms HACB has put the CAP's immediate actions in place and set up the full active-file audit.

Check-in: Kickoff call with Allyson Tang the week of Nov 9, 2026 (HACB Executive Director, Rental Assistance Programs Manager, and JRC). HACB proposes two times in its transmittal email.

✓	Indicator	Deliverable	Source
☐	All	Executed JRC contract or scope of work covering Indicator 1, 2, and 5 QC, the participant-file sampling audit, and the SEMAP QC SOP	HACB CAP
☐	3, 10	JRC preliminary sampling audit report (Sept. 14, 2026)	HACB CAP
☐	3, 10	Full active-file audit work plan: total active files, staff assignments, review checklist covering every audit element listed in the CAP, weekly completion targets, and the error log template	HUD condition
☐	3, 10	Written procedure for the backend Yardi QC process, peer review of program actions, and monthly supervisory QC of each caseworker, with start dates	HACB CAP
☐	1	Yardi waiting list report validation result with sample output, or the written point-in-time waiting list retention procedure if the report falls short	HACB CAP
☐	1	Draft Administrative Plan amendment to Section 17-VI.B (plus conforming preference and selection language) and the target Board meeting date	HACB CAP
☐	6	Centralized failed-inspection tracking report selected (sample output) and the inspection-to-HAP/abatement reconciliation procedure	HACB CAP
☐	11	Summary of Yardi permission and system-control changes that prevent a HAP contract effective date before the passed inspection date	HACB CAP
☐	14	Documentation supporting HACB's determination that its FSS program is not mandatory	HUD condition

Milestone 2 – Pre-Certification QC Package Due: Fri, Nov 20, 2026

Purpose: Lets HUD review the FY2026 QC documentation before HACB certifies. These same files are the evidence HUD will test during the Confirmatory Review.

Check-in: Pre-certification call with Allyson Tang on Mon, Nov 23, 2026, before HACB submits the FY2026 SEMAP certification.

✓	Indicator	Deliverable	Source
☐	1	JRC Indicator 1 QC file: both universes, sample size calculations, the two distinct samples, selection records, results, reviewer, and review date	HACB CAP
☐	2	JRC Indicator 2 QC file: universe, minimum sample calculation, random-selection record, complete sample, and pass/error result for each file	HACB CAP
☐	3	FY2026 Indicator 3 QC sample and results	HUD condition
☐	6	FY2026 universe of all failed inspections, Indicator 6 QC results, and the abatement reconciliation	HACB CAP
☐	7	FY2026 Indicator 7 written analysis, including the documented exception payment standard conclusion and updated briefing materials and opportunity-area maps	HACB CAP
☐	8	Current payment standard schedule(s) for every area in HACB's jurisdiction, with the FMR comparison	HUD condition
☐	8–13	HUD-50058/PIC/IMS/VMS reconciliation report: reporting rate, rejected and fatal-error records, and correction status; SEMAP Indicators Report from PIC	HACB CAP
☐	9, 12	Upcoming and overdue annual reexamination and inspection reports	HACB CAP
☐	5	JRC FY2027 HQS QC schedule: annual universe, required minimum sample, and planned monthly QC inspections	HACB CAP

Milestone 3 – FY2026 SEMAP Certification Due: Wed, Nov 25, 2026

Purpose: Regulatory deadline is Sun, Nov 29, 2026 (60 days after the 9/30/2026 FYE). A late certification is an automatic Troubled rating under 24 CFR 985.103(c). HUD requests submission by Nov 25 because of the Thanksgiving holiday.

Check-in: Email confirmation to Allyson Tang within two business days of submission.

✓	Indicator	Deliverable	Source
☐	All	Copy of the submitted FY2026 SEMAP certification (form HUD-52648) and Board approval, if applicable	HUD condition
☐	All	Indicator-by-indicator self-score and one-page QC summary listing, for each indicator, the universe, sample size, reviewer, and result supporting the certification	HUD condition

Milestone 4 – Full Active-File Audit Complete Due: Thu, Dec 31, 2026

Purpose: Target completion date HACB set in the CAP.

Check-in: Email to Allyson Tang confirming completion, with final file count reviewed against total active files.

✓	Indicator	Deliverable	Source
☐	3, 10	Completion notice: files reviewed / total active files, errors found, and errors still open	HACB CAP

Milestone 5 – Final Audit Report and Corrections Due: Fri, Jan 15, 2027

Purpose: Documents what the audit found, what HACB fixed, and what it changed to prevent recurrence.

Check-in: Audit results meeting with Allyson Tang (60 minutes) the week of Jan 18, 2027.

✓	Indicator	Deliverable	Source
☐	3, 10	Final audit report: files reviewed, errors by type, corrections made, and any open items with completion dates	HACB CAP
☐	3, 10	Log of corrected HUD-50058s submitted, and retroactive HAP, tenant, and owner financial adjustments	HACB CAP
☐	3, 10	Recurring error trends and the resulting staff training plan, system changes, or policy changes	HACB CAP
☐	3, 4	Reconciliation of Yardi utility data against the approved utility allowance schedules, and the standardized utility-type categorization	HACB CAP
☐	3	Written policy limiting overrides of system-generated data to documented, necessary cases	HACB CAP

Milestone 6 – FY2026 SEMAP Deficiency Correction (if any) Due: 45 days after HUD rating notice

Purpose: Required under 24 CFR 985.105(b) only if HUD's FY2026 rating notice scores any indicator zero. If the notice is dated Thu, Jan 28, 2027, the due date is Mon, Mar 15, 2027 (day 45 falls on a Sunday).

Check-in: Call with Allyson Tang within one week of receiving the rating notice to confirm which indicators need correction.

✓	Indicator	Deliverable	Source
☐	Any rated 0	Correction documentation for each indicator rated zero: cause, corrective action taken, corrected records, and the QC control that prevents recurrence	HUD notice

Milestone 7 – SEMAP QC SOP Final and Administrative Plan Adopted Due: Fri, Feb 26, 2027

Purpose: Puts the SEMAP QC process in writing and adopts the PBV selection language before the Confirmatory Review.

Check-in: SOP walkthrough call with Allyson Tang (HACB and JRC).

✓	Indicator	Deliverable	Source
☐	All	Final JRC SEMAP QC SOP addressing, for each indicator: responsible staff, universe, sample calculation, random selection, cross-sections, timing, supporting documentation, reviewer independence, error correction, management follow-up, PIC/IMS/VMS reconciliation, certification deadlines, and record retention	HACB CAP
☐	1	Board resolution adopting the Administrative Plan amendment and the adopted pages (if the Board cannot meet by this date, submit the scheduled meeting date; adoption must occur before the Confirmatory Review)	HUD condition
☐	4	Utility allowance review procedure: rate comparison documentation, 10% change test, rate sources, and file naming convention	HACB CAP
☐	3, 5, 10	JRC FY2027 HQS QC progress and summary of monthly supervisory QC results, October 2026 – January 2027	HACB CAP

Milestone 8 – Confirmatory Review Document Submission Due: Date set in HUD notification letter

Purpose: Applies if HACB's FY2026 certification would score Standard or High Performer. HUD's notification letter lists the reviewers, review dates, indicators covered, and the QC documents and data HACB must send in advance, with a due date.

Check-in: Pre-review planning call with Allyson Tang after HACB receives the notification letter.

✓	Indicator	Deliverable	Source
☐	1–7	All FY2026 QC files and supporting documents listed in HUD's notification letter (Milestone 2 files, updated for any later corrections)	HUD notice
☐	1–7	Current Administrative Plan (as adopted) and the SEMAP QC SOP	HUD notice
☐	8–14	Payment standard schedules, PIC SEMAP Indicators Report, and current HUD-50058/PIC/VMS reconciliation	HUD notice
☐	All	Staff contact list and availability of the Executive Director, Rental Assistance Programs Manager, and JRC during the review dates	HUD notice

Milestone 9 – On-Site SEMAP Confirmatory Review Due: By Thu, Mar 25, 2027

Purpose: HUD verifies the FY2026 certification and the HUD rating on each indicator within 120 days after HACB submits (Mar 25 if HACB certifies Nov 25; Mar 29 if it certifies Nov 29).

Check-in: Entrance and exit conferences with HUD on site. HUD issues the written Confirmatory Review report within 45 days after the exit conference and, if the rating is confirmed, removes the Troubled designation in PIC within 45 days.

✓	Indicator	Deliverable	Source
☐	All	Files, systems access (Yardi read-only), and staff available for interviews on the review dates	HUD notice
☐	All	Any additional documents HUD requests on site, provided before the exit conference	HUD notice

Milestone 10 – Confirmatory Review Response and CAP Closeout Decision Due: 30 days after HUD report

Purpose: If the Confirmatory Review verifies the FY2026 rating and HACB has completed Milestones 1–9, HUD closes the CAP and monthly reports end. Otherwise the CAP stays open and Milestones 11–14 apply.

Check-in: Closeout call with Allyson Tang after HUD issues the Confirmatory Review report.

✓	Indicator	Deliverable	Source
☐	Any finding	Written response to each Confirmatory Review finding, with corrective action and completion date	HUD condition
☐	All	CAP closeout request memo listing each CAP action, its completion date, and the milestone submission that documents it	HUD condition

Milestone 11 – Third-Quarter Review (only if CAP remains open) Due: Wed, Jun 30, 2027

Purpose: Confirms FY2027 QC stays on pace and the recurring reconciliations continue.

Check-in: Quarterly call with Allyson Tang.

✓	Indicator	Deliverable	Source
☐	1, 2, 3, 5, 6	Cumulative FY2027 QC progress for each indicator against the annual minimum sample	HACB CAP
☐	8–13	Current HUD-50058/PIC/VMS reconciliation report	HACB CAP
☐	7	FY2027 Indicator 7 analysis work plan and data sources	HUD condition

Milestone 12 – Annual Utility Allowance Review (only if CAP remains open) Due: Wed, Sep 1, 2027

Purpose: Due at least 30 days before any revised schedule takes effect. If HACB's schedule effective date is not 10/1/2027, the due date moves to 30 days before that date.

Check-in: Email submission; HUD follows up only if documentation is incomplete.

✓	Indicator	Deliverable	Source
☐	4	Prior and current rate for each utility, the 10% change determination, rate-source documentation, and the final schedule named per the HACB convention	HACB CAP

Milestone 13 – FY2027 Year-End Package (only if CAP remains open) Due: Fri, Oct 15, 2027

Purpose: Closes out the FY2027 QC year under the SOP.

Check-in: Year-end call with Allyson Tang before HACB prepares the FY2027 certification.

✓	Indicator	Deliverable	Source
☐	7	FY2027 Indicator 7 written analysis, including the documented exception payment standard conclusion	HACB CAP
☐	1, 2, 3, 5, 6	Completed FY2027 QC files for each indicator, prepared under the SOP	HACB CAP
☐	8–13	Year-end HUD-50058/PIC/VMS reconciliation report	HACB CAP

Milestone 14 – FY2027 SEMAP Certification (only if CAP remains open) Due: Mon, Nov 29, 2027

Purpose: Regulatory certification deadline. If the FY2027 certification would score Standard or High Performer, HUD conducts a second Confirmatory Review within 120 days after submission (by Tue, Mar 28, 2028), and the Milestone 8–10 steps repeat.

Check-in: Email confirmation to Allyson Tang within two business days of submission.

✓	Indicator	Deliverable	Source
☐	All	Copy of the submitted FY2027 SEMAP certification, indicator self-score, and QC summary	HUD condition

4. Monthly Progress Report

HACB submits a monthly progress report by the 10th of each month (or the next business day) until HUD closes the CAP (Milestone 10). If HUD closes the CAP after the Confirmatory Review, the remaining report dates no longer apply. Each report covers activity through the last day of the prior month. A one- to two-page memo or spreadsheet using the fields below is sufficient.

Due dates

Report	Due	Report	Due	Report	Due
☐ Report 1	Thu, Dec 10, 2026	☐ Report 5	Mon, Apr 12, 2027	☐ Report 9	Tue, Aug 10, 2027
☐ Report 2	Mon, Jan 11, 2027	☐ Report 6	Mon, May 10, 2027	☐ Report 10	Fri, Sep 10, 2027
☐ Report 3	Wed, Feb 10, 2027	☐ Report 7	Thu, Jun 10, 2027	☐ Report 11	Tue, Oct 12, 2027
☐ Report 4	Wed, Mar 10, 2027	☐ Report 8	Mon, Jul 12, 2027	☐ Report 12	Wed, Nov 10, 2027

Required content

Area	Report each month	Indicators
Full active-file audit (through Jan 2027)	Files reviewed / total active files (%), errors by type, corrections completed, corrections open	3, 10
HUD-50058 and financial corrections	Corrected 50058s submitted; retroactive HAP, tenant, and owner adjustments completed and pending	3, 10
Supervisory and peer-review QC	Cases reviewed per caseworker, error rate, error types, training or procedure follow-up	3, 10
SEMAP QC sample progress	QC completed to date against the annual minimum sample for Indicators 1, 2, 3, 5, and 6	1, 2, 3, 5, 6
Failed inspections and abatement	Open failed inspections, past-due corrections, abatements started and ended, reconciliation exceptions	6
Reexaminations and inspections	Overdue annual reexaminations and overdue inspections, with plan to clear	9, 12
HUD-50058 / PIC / VMS reconciliation	PIC/IMS reporting rate, rejected and fatal-error records open, units under HAP contract vs. VMS leased units	8–13
Pre-contract inspections	Any HAP contract with an effective date before the passed inspection, and corrective action	11
Confirmatory Review readiness (Jan – Mar 2027)	Status of each document HUD will request, open QC findings, and Admin Plan adoption status	All
Obstacles and upcoming deliverables	Issues that put a milestone at risk, and the next milestone due	All

5. Deliverables by Indicator

Use this table to find every deliverable tied to a specific SEMAP indicator. Milestone numbers refer to Section 3.

Indicator	HACB CAP goal	Deliverables	Milestones
1 – Selection from the Waiting List	Written policy matches the site-based PBV selection process; records establish selection order; QC uses the correct universes and samples	Yardi report validation or point-in-time procedure; draft and Board-adopted Admin Plan amendment (Sec. 17-VI.B); JRC Indicator 1 QC file; Confirmatory Review documents	1, 2, 7, 8, 11, 13
2 – Reasonable Rent	Correct universe and sample; QC documented separately from the original determination	JRC Indicator 2 QC file; methodology in the SOP; Confirmatory Review documents	2, 7, 8, 11, 13
3 – Adjusted Income / Utility Allowances	Correct existing file errors; Yardi and utility data match source documents; controls prevent recurrence	Audit work plan; QC procedures; FY2026 QC results; audit completion notice; final audit report; correction log; UA reconciliation; override policy; supervisory QC summary	1, 2, 4, 5, 7, 8, 11, 13, monthly
4 – Utility Allowance Schedule	Document the annual rate comparison and manage schedule records	UA review procedure and naming convention; annual rate comparison documentation	5, 7, 12
5 – HQS Quality Control Inspections	JRC runs a year-round HQS QC process with a qualifying cross-section	FY2027 HQS QC schedule; QC progress; completed FY2027 QC file	2, 7, 11, 13
6 – HQS Enforcement	QC universe includes all failed inspections; enforcement and abatement are timely and documented	Centralized tracking report and reconciliation procedure; FY2026 failed-inspection universe and QC; FY2027 QC progress	1, 2, 8, 11, 13, monthly
7 – Expanding Housing Opportunities	Retain a documented annual analysis, including the exception payment standard conclusion	FY2026 written analysis and updated briefing materials; FY2027 work plan; FY2027 written analysis	2, 8, 11, 13
8 – Payment Standards	Payment standards reported and compliant for the full jurisdiction	Payment standard schedules with FMR comparison	2, 8
8–13 – 50058 / PIC / IMS / VMS Reporting	Recurring reconciliation of HUD-reported data	Reconciliation reports; PIC SEMAP Indicators Report; monthly reporting-rate and error status	2, 8, 11, 13, monthly
9 – Timely Annual Reexaminations	Track upcoming and overdue reexams; reconcile to accepted 50058s	Upcoming/overdue reexam report; monthly status	2, monthly
10 – Correct Rent Calculations	Recurring rent-calculation QC; categorize and track errors	Covered by Indicator 3 deliverables	Same as Ind. 3
11 – Pre-Contract Inspections	Yardi controls prevent HAP effective dates before the passed inspection	Summary of permission and system-control changes; monthly exceptions	1, monthly

Indicator	HACB CAP goal	Deliverables	Milestones
12 – Annual HQS Inspections	Track upcoming and overdue inspections; reconcile to 50058 reporting	Upcoming/overdue inspection report; monthly status	2, monthly
13 – Lease-Up	No deficiency; continue normal utilization monitoring	None beyond VMS reconciliation	–
14 – Family Self-Sufficiency	HACB states its FSS program is not mandatory	Documentation supporting non-mandatory status	1
SEMAP QC SOP	Written, year-round QC procedure for every applicable indicator	Final JRC SEMAP QC SOP	7
FY2026 zero-rated indicators	Correct any deficiency within 45 days of HUD notice (24 CFR 985.105(b))	Correction documentation for each indicator rated zero	6
Confirmatory Review	HUD verifies the FY2026 certification and removes Troubled status	Document submission; on-site review; response to findings	8, 9, 10
CAP closeout	Troubled status removed and all CAP actions complete	CAP closeout request memo (or FY2027 certification if the CAP remains open)	10 (or 14)

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
One Sansome Street, Suite 1200
San Francisco, CA 94104-4430

OFFICE OF PUBLIC HOUSING

November 16, 2026

Lawrence C. Guanzon
Executive Director
Housing Authority of the County of Butte
2039 Forest Avenue, Suite 10
Chico, CA 95928

Dear Mr. Guanzon,

Thank you for HACB's October 22, 2026, PHAS Corrective Action Plan (CAP), signed by you and Board Chair David Pittman in response to HUD's September 24, 2026, letter. REAC's September 18, 2026, PHAS Score Report rates HACB Substandard for the fiscal year ended September 30, 2025, with an overall score of 79 of 100 and a Management (MASS) score of 13 of 25 points, below the 15-point threshold. HUD has reviewed the CAP and approves it, subject to the conditions and implementation schedule described below.

The CAP commits HACB to the following actions:

- Maintaining a monthly adjusted occupancy rate of at least 98 percent, with a fiscal year-end rate of at least 96 percent;
- Selecting 20 to 30 applicants per vacant unit, tracking applicant responses and deadlines, withdrawing applicants who do not respond on time, and purging the waiting list to keep an active applicant pool;
- Shortening unit turnover through pre-move-out inspections, early notice of 30-day notices, and monthly turnover monitoring;
- Reviewing the PIC Occupancy Report and FDS each month to verify unit status and occupancy figures, with monthly management review and quarterly reports to the Board;
- Issuing a monthly tenant charges report, requiring each tenant with a balance to enter a Tenant Payback Agreement or face eviction proceedings, and leaving no charge older than 90 days unaddressed;
- Reducing the tenant accounts receivable (TAR) rate by one percentage point each quarter in FY2027, with quarterly TAR and write-off reports to the Board.

HUD reminds HACB that MASS scores come directly from the Financial Data Schedule (FDS) HACB certifies. REAC calculates occupancy from Unit Months Leased and Unit Months Available (FDS lines 11210 and 11190), TAR from FDS lines 126 and 70500, and accounts payable from FDS lines 312, 313, and 96900, exactly as HACB reports them. The Field Office cannot recalculate a MASS score after HACB certifies its data. The enclosed timeline

adds a HUD review of the MASS lines before HACB certifies its FY2026 unaudited FDS, due November 30, 2026, and its audited FDS, due June 30, 2027.

REAC's MASS score detail shows Occupancy at 8 of 16 points, TAR at 0 of 5, Accounts Payable at 4 of 4, and a Physical Condition adjustment of 1. HACB needs two more points to reach 15. HACB reports a TAR rate of 5 percent as of September 30, 2026, which earns no TAR points for FY2026. HACB's FY2026 MASS score therefore depends on occupancy: a FY2026 rate of 96 percent or higher earns 12 points and would raise MASS to about 17, while a rate below 96 percent leaves it at 13. HACB must document its FY2026 occupancy rate with the FDS lines and PIC data before it certifies.

HUD adopts HACB's TAR goal as quarterly targets: 4 percent at December 31, 2026, 3 percent at March 31, 2027, 2 percent at June 30, 2027, and 1 percent at September 30, 2027. TAR earns 2 points below 2.5 percent and all 5 points below 1.5 percent, measured at fiscal year-end. HACB must show that its internal 5 percent figure uses the MASS formula (FDS line 126 divided by FDS line 70500) and that write-offs of former-tenant balances follow HACB's Admissions and Continued Occupancy Policy and Board approval.

The enclosed **PHAS CAP Timeline and Deliverables** sets due dates for each commitment. HACB must submit each milestone package on time, attend the HUD check-in listed for it, and submit a monthly progress report by the 10th of each month, beginning December 10, 2026. HACB may combine it with its SEMAP CAP monthly report.

The first milestone package is due **November 30, 2026**. Please title each attachment "CA043 PHAS CAP Milestone [#] – [Deliverable Name]" when responding. HUD will close the CAP once HACB's FY2026 PHAS assessment shows a MASS score of at least 15 of 25 points and HACB has completed the milestones due before that score is issued. If the FY2026 MASS score remains below 15 points, the CAP remains open through HACB's FY2027 submission.

Thank you for your cooperation in this matter. If you have any questions, please contact Allyson Weiyong Tang, Portfolio Management Specialist, at (415) 489-6428 or Weiyong.Tang@hud.gov.

Sincerely,

Rudy Rodriguez

Rudy Rodriguez
Acting Director
Office of Public Housing

Enclosure: PHAS CAP Timeline and Deliverables

cc: David W. Pittman, Chair, HACB Board of Commissioners (pittmandw5@comcast.net)

U.S. Department of Housing and Urban Development – Office of Public Housing, San Francisco

PHAS Corrective Action Plan

Timeline and Deliverables

PHA	Housing Authority of the County of Butte (HACB), CA043 – one AMP (CA043000001), 345 units	**HUD contact**	Allyson Weiyong Tang, Portfolio Management Specialist
Assessment	FY2025 PHAS (FYE 9/30/2025) – Substandard (Management); REAC Score Report published Sept. 18, 2026 (overall 79; MASS 13 of 25)	**Phone / email**	(415) 489-6428 / Weiyong.Tang@hud.gov
CAP submitted	Oct. 22, 2026 – PHAS Corrective Action Plan (signed by L. Guanzon, ED, and D. Pittman, Board Chair)	**HUD approval**	Nov. 3, 2026 – Rudy Rodriguez, Acting Director, Office of Public Housing
PHA lead	Public Housing Manager; Deputy Executive Director; Executive Director; Finance Director	**HACB contact**	Tamra Young, Deputy Executive Director – (530) 895-4474 ext. 214

How to submit

- Email each milestone package to Allyson Tang by the due date. Send one email per milestone, with every deliverable for that milestone attached.
- Name each attachment **CA043 PHAS CAP Milestone [#] – [Deliverable Name]** (e.g., "CA043 PHAS CAP Milestone 1 – Occupancy Baseline"). Monthly reports use **CA043 PHAS CAP Monthly Report – [Month YYYY]**.
- If a deliverable will be late, email Allyson Tang before the due date with the reason and a revised date. HUD must approve any date change.
- **Source** in each checklist shows whether HACB committed to the item in its Oct. 22 CAP or HUD added it as a condition.

MASS data is HACB's certified data. REAC calculates every MASS sub-indicator directly from the FDS lines listed in Section 1, which HACB enters and certifies in FASS-PH. The Field Office cannot recalculate a MASS score after HACB certifies its data. The Public Housing Manager's monthly PIC and FDS review (Milestone 1) and HUD's pre-submission reviews (Milestones 2 and 7) are the main controls.

HACB targets under the CAP

Measure	Baseline	CAP target	MASS result at target
Monthly adjusted occupancy	95.65% (FY2025); 98%+ last four months (HACB report)	98% monthly; at least 96% at FYE	12 points at 96%; 16 points at 98%
TAR rate	5% at 9/30/2026 (HACB internal)	4% (12/31/26), 3% (3/31/27), 2% (6/30/27), 1% (9/30/27)	2 points below 2.5%; 5 points below 1.5%
Charges older than 90 days	–	None left unaddressed	Supports TAR target

1. Path Out of Substandard Status

HACB stays Substandard until a PHAS assessment shows a MASS score of at least 15 of 25 points. REAC scores MASS from the Financial Data Schedule (FDS) HACB submits, so the FY2026 FDS submissions are the key milestones.

Step	Action	Regulation	Timing rule	Date / status
1	FY2025 PHAS Substandard Management designation (FYE 9/30/2025): MASS 13 of 25, overall 79	24 CFR 902.73(a)(2)	MASS below 60% of available points	REAC Score Report Sept 18, 2026 (initial Aug 25, 2026) – complete
2	HUD letter; HACB PHAS Corrective Action Plan; HUD approval	24 CFR 902.73	–	Letter Sept 24, 2026; CAP Oct 22, 2026; approved Nov 3, 2026
3	**HACB submits FY2026 unaudited FDS**	24 CFR 902.60	Two months after FYE	**Mon, Nov 30, 2026** – Milestones 2–3
4	**HACB submits FY2026 audited FDS**	24 CFR 902.60	Nine months after FYE	**Wed, Jun 30, 2027** – Milestones 5, 7–8
5	REAC issues FY2026 PHAS score	–	After the audited FDS is processed	Date set by REAC
6	HUD closes the CAP, or the CAP continues through FY2027	–	MASS of at least 15 of 25 points needed	30 days after the FY2026 score – Milestone 10

How MASS is scored

Sub-indicator (points)	FDS lines HACB reports	Points by result
Occupancy (16)	Unit Months Leased (11210) ÷ Unit Months Available (11190)	98% or more: 16 | 96% to below 98%: 12 | 94% to below 96%: 8 | 92% to below 94%: 4 | 90% to below 92%: 1 | below 90%: 0
Tenant Accounts Receivable (5)	Accounts Receivable – Tenants (126) ÷ Total Tenant Revenue (70500)	Below 1.5%: 5 | 1.5% to below 2.5%: 2 | 2.5% or more: 0
Accounts Payable (4)	(Lines 312 + 313) ÷ (Total Operating Expenses, line 96900 ÷ 12)	Below 0.75: 4 | 0.75 to below 1.5: 2 | 1.5 or more: 0

Source: HUD REAC, PHAS Management Operations (MASS) training. HACB's MASS detail (AMP CA043000001): Occupancy 8 of 16, TAR 0 of 5, AP 4 of 4, Physical Condition adjustment 1 – total 13. HACB needs two more points: 96% occupancy adds 4; a TAR rate below 2.5% adds 2, below 1.5% adds 5.

2. Milestones at a Glance

Shaded rows are HUD actions. Milestones 11–12 apply only if the CAP remains open after the FY2026 PHAS score.

#	Due	Who	Milestone	What is submitted or happens	Check-in with HUD
1	Fri, Nov 13, 2026	HACB	CAP Documentation Package	Occupancy baseline, monthly PIC/FDS review procedure, applicant tracking, turnover report, offline units, tenant charges report, TAR workpaper and targets, write-off policy, AP baseline, audit engagement	Kickoff call, week of Nov 16
2	Fri, Nov 20, 2026	HACB	FY2026 FDS Pre-Submission Review	Draft MASS lines tied to monthly reviews; projected MASS points; preparer/reviewer sign-off	Pre-submission call, Mon, Nov 23 (with SEMAP pre-certification call)
3	Mon, Nov 30, 2026	HACB	FY2026 Unaudited FDS Submission	Submitted FDS and confirmation (24 CFR 902.60)	Email confirmation within 2 business days
–	Thu, Dec 10, 2026	HACB	First Monthly Progress Report	Monthly reports continue by the 10th of each month until HUD closes the CAP (see Section 4); may be combined with the SEMAP CAP report	None – HUD replies if needed
4	Fri, Jan 15, 2027	HACB	First-Quarter Review (TAR 4%)	TAR at 12/31/2026, Board TARS and write-off reports, TPAs and evictions, occupancy, turnover	Quarterly call, week of Jan 18
5	Fri, Mar 12, 2027	HACB	FY2026 Audit Progress Check	Fieldwork status and proposed adjustments to MASS lines	Call with Finance Director
6	Thu, Apr 15, 2027	HACB	Second-Quarter Review (TAR 3%)	Same measures for Jan – Mar	Quarterly call
7	Fri, Jun 11, 2027	HACB	Audited FDS Pre-Submission Review	Audited MASS lines compared with unaudited; audit adjustments explained	Pre-submission call, week of Jun 14
8	Wed, Jun 30, 2027	HACB	FY2026 Audited FDS Submission	Submitted audited FDS and confirmation (24 CFR 902.60)	Email confirmation within 2 business days
9	Thu, Jul 15, 2027	HACB	Third-Quarter Review (TAR 2%)	Same measures for Apr – Jun	Quarterly call
–	Date set by REAC	HUD	**FY2026 PHAS Score Issued**	MASS of at least 15 of 25 points needed to exit Substandard	–
10	30 days after FY2026 score	HACB	CAP Closeout Decision	Closeout request memo, or updated CAP if MASS remains below 15	Closeout call
11	Fri, Oct 15, 2027	HACB	Fourth-Quarter Review (TAR 1%)*	Same measures for Jul – Sep, plus FY2027 totals	Year-end call

#	Due	Who	Milestone	What is submitted or happens	Check-in with HUD
12	Tue, Nov 30, 2027	HACB	FY2027 Unaudited FDS*	Pre-submission package by Nov 19; submitted FDS by Nov 30	Pre-submission call

** Applies only if the CAP remains open after the FY2026 PHAS score.*

3. Milestone Checklists

Check off each item before sending the milestone package. Every item in a milestone is due on that milestone's date.

Milestone 1 – CAP Documentation Package Due: Fri, Nov 13, 2026

Purpose: Documents the occupancy and TAR controls HACB put in place under its Oct. 22 CAP and sets the baselines HUD will measure against.

Check-in: Kickoff call with Allyson Tang the week of Nov 16, 2026 (Executive Director, Deputy Executive Director, Finance Director, and Public Housing Manager).

✓	Area	Deliverable	Source
☐	Occupancy	Monthly occupancy baseline for Oct 2025 – Oct 2026 (unit months leased, unit months available, adjusted rate), supporting HACB's report of 98% or higher for the last four months	HACB CAP
☐	Occupancy data	Written procedure for the Public Housing Manager's monthly review of the PIC Occupancy Report and FDS, plus the September and October 2026 reviews with any discrepancies and follow-up	HACB CAP
☐	Applicants	Current applicant tracking spreadsheet: applicants selected per vacant unit (20 – 30), responses, documentation status, intake dates, and withdrawals	HACB CAP
☐	Turnover	Unit turnover report from the Public Housing Manager and Maintenance Manager: days from move-out to make-ready and from make-ready to lease-up for each unit turned since July 2026	HACB CAP
☐	Unit status	Offline-unit report: every unit not available for occupancy, its HUD status, approval document, effective date, and expected return-to-service date	HUD condition
☐	TAR	October 2026 all-tenant charges report and the list of tenants with balances, showing each tenant's status: Tenant Payback Agreement, eviction proceeding, or other action	HACB CAP
☐	TAR	Workpaper for the 5% TAR rate as of 9/30/2026, showing it is calculated as FDS line 126 ÷ FDS line 70500, plus quarterly targets of 4%, 3%, 2%, and 1%	HUD condition
☐	TAR	Write-off policy reference (ACOP section) and the Board approval process for write-offs of former-tenant balances	HUD condition
☐	AP	Accounts payable baseline as of 9/30/2026 (FDS lines 312 + 313 against line 96900 ÷ 12)	HUD condition
☐	Audit	FY2026 audit engagement: auditor name, engagement letter date, fieldwork dates, and schedule to meet the Jun 30, 2027 deadline	HUD condition

Milestone 2 – FY2026 FDS Pre-Submission Review Due: Fri, Nov 20, 2026

Purpose: REAC will score FY2026 MASS from the FDS figures HACB certifies. With TAR at about 5%, the FY2026 MASS score depends on occupancy: 96% or higher earns 12 points and would bring MASS to about 17. HUD reviews the MASS lines before HACB certifies them.

Check-in: Pre-submission call with Allyson Tang on Mon, Nov 23, 2026 – the same call as the SEMAP pre-certification review.

✓	Area	Deliverable	Source
☐	Occupancy data	Draft FY2026 Unit Months Leased (11210) and Unit Months Available (11190), tied to the monthly PIC Occupancy Report reviews for 10/1/2025 – 9/30/2026	HACB CAP
☐	Occupancy data	Check that Unit Months Available does not exceed 345 units × 12 less HUD-approved offline unit months, with an explanation of every variance from PIC	HUD condition
☐	TAR, AP	Draft FDS lines 126, 70500, 312, 313, and 96900, the resulting TAR and AP ratios, and the tenant ledger-to-general ledger reconciliation	HUD condition
☐	All	Projected FY2026 MASS points using the MASS scoring scales (Section 1)	HUD condition
☐	All	Preparer and reviewer sign-off on the FDS figures before certification	HUD condition

Milestone 3 – FY2026 Unaudited FDS Submission Due: Mon, Nov 30, 2026

Purpose: Unaudited financial data is due two months after the 9/30/2026 FYE (24 CFR 902.60).

Check-in: Email confirmation to Allyson Tang within two business days of submission.

✓	Area	Deliverable	Source
☐	All	Copy of the submitted FDS and the submission confirmation	HUD condition
☐	All	Updated workpapers for any figure that changed after Milestone 2	HUD condition

Milestone 4 – First-Quarter Review – TAR Target 4% Due: Fri, Jan 15, 2027

Purpose: Measures Oct – Dec 2026 results against HACB's first quarterly TAR target (4% at 12/31/2026) and its 98% monthly occupancy target.

Check-in: Quarterly call with Allyson Tang the week of Jan 18, 2027 (combined with the SEMAP CAP audit results meeting).

✓	Area	Deliverable	Source
☐	TAR	TAR rate at 12/31/2026 against the 4% target, with the calculation	HACB CAP
☐	TAR	Quarterly TARS report and write-off report presented to the Board, with the Board meeting date	HACB CAP

✓	Area	Deliverable	Source
☐	TAR	Tenant Payback Agreements executed, current, and in default; eviction proceedings started; and charges older than 90 days not yet addressed	HACB CAP
☐	Occupancy	Monthly adjusted occupancy rate against the 98% target, and the quarterly occupancy report to the Board	HACB CAP
☐	Turnover	Average make-ready and lease-up days per unit for the quarter	HACB CAP

Milestone 5 – FY2026 Audit Progress Check Due: Fri, Mar 12, 2027

Purpose: HACB's prior auditor missed deadlines for FY2022 and FY2023. This check confirms the FY2026 audit is on schedule.

Check-in: Call with Allyson Tang and the Finance Director.

✓	Area	Deliverable	Source
☐	Audit	Auditor's fieldwork status and remaining schedule to the Jun 30, 2027 deadline	HUD condition
☐	Audit	Any proposed audit adjustments to the MASS lines, with explanation	HUD condition

Milestone 6 – Second-Quarter Review – TAR Target 3% Due: Thu, Apr 15, 2027

Purpose: Covers Jan – Mar 2027 (TAR target 3% at 3/31/2027).

Check-in: Quarterly call with Allyson Tang.

✓	Area	Deliverable	Source
☐	TAR, occupancy, turnover	Same measures as Milestone 4 for Jan – Mar 2027, against the 3% TAR target	HACB CAP

Milestone 7 – Audited FDS Pre-Submission Review Due: Fri, Jun 11, 2027

Purpose: REAC's final FY2026 MASS score comes from the audited FDS. HUD reviews the audited MASS lines before HACB submits them.

Check-in: Pre-submission call with Allyson Tang the week of Jun 14, 2027.

✓	Area	Deliverable	Source
☐	All	Audited FY2026 FDS lines 11210, 11190, 126, 70500, 312, 313, and 96900, compared with the unaudited submission	HUD condition
☐	All	Each audit adjustment that affects those lines, with an explanation	HUD condition

Milestone 8 – FY2026 Audited FDS Submission Due: Wed, Jun 30, 2027

Purpose: Audited financial data is due nine months after the 9/30/2026 FYE (24 CFR 902.60).

Check-in: Email confirmation to Allyson Tang within two business days of submission.

✓	Area	Deliverable	Source
☐	All	Copy of the submitted audited FDS and the submission confirmation	HUD condition

Milestone 9 – Third-Quarter Review – TAR Target 2% Due: Thu, Jul 15, 2027

Purpose: Covers Apr – Jun 2027 (TAR target 2% at 6/30/2027 – below the 2.5% level that earns 2 points).

Check-in: Quarterly call with Allyson Tang.

✓	Area	Deliverable	Source
☐	TAR, occupancy, turnover	Same measures as Milestone 4 for Apr – Jun 2027, against the 2% TAR target	HACB CAP

Milestone 10 – CAP Closeout Decision Due: 30 days after FY2026 PHAS score

Purpose: If the FY2026 PHAS assessment shows a MASS score of at least 15 of 25 points and HACB has completed Milestones 1–9, HUD closes the CAP and its monthly reporting ends. Otherwise the CAP stays open and Milestones 11–12 apply.

Check-in: Closeout call with Allyson Tang after REAC issues the FY2026 score.

✓	Area	Deliverable	Source
☐	All	Closeout request memo listing each CAP action, its completion date, and the milestone submission that documents it	HUD condition
☐	All	If MASS remains below 15 points: updated CAP with new targets and dates	HUD condition

Milestone 11 – Fourth-Quarter Review – TAR Target 1% (only if CAP remains open) Due: Fri, Oct 15, 2027

Purpose: Measures FY2027 year-end results (TAR target 1% at 9/30/2027 – below the 1.5% level that earns all 5 points).

Check-in: Year-end call with Allyson Tang.

✓	Area	Deliverable	Source
☐	TAR, occupancy, turnover	Same measures as Milestone 4 for Jul – Sep 2027, plus FY2027 totals	HACB CAP

Milestone 12 – FY2027 Unaudited FDS (only if CAP remains open) Due: Tue, Nov 30, 2027

Purpose: Repeats the Milestone 2 and 3 steps: HACB sends the pre-submission package by Fri, Nov 19, 2027, and submits by Nov 30.

Check-in: Pre-submission call with Allyson Tang the week of Nov 22, 2027.

✓	Area	Deliverable	Source
☐	All	Pre-submission package (same contents as Milestone 2) by Nov 19, 2027	HUD condition
☐	All	Copy of the submitted FY2027 unaudited FDS and the submission confirmation	HUD condition

4. Monthly Progress Report

HACB submits a monthly progress report by the 10th of each month (or the next business day) until HUD closes the CAP (Milestone 10). HACB may combine it with the SEMAP CAP monthly report in one submission, with a separate section for each. If HUD closes the CAP after the FY2026 PHAS score, the remaining report dates no longer apply. Each report covers activity through the last day of the prior month. A one- to two-page memo or spreadsheet using the fields below is sufficient.

Due dates

Report	Due	Report	Due	Report	Due
☐ Report 1	Thu, Dec 10, 2026	☐ Report 5	Mon, Apr 12, 2027	☐ Report 9	Tue, Aug 10, 2027
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☐ Report 4	Wed, Mar 10, 2027	☐ Report 8	Mon, Jul 12, 2027	☐ Report 12	Wed, Nov 10, 2027

Required content

Area	Report each month	CAP area
Occupancy	Unit months leased and available, monthly adjusted occupancy rate against 98%, and fiscal-year-to-date rate against 96%	Occupancy
PIC and FDS review	Date the Public Housing Manager reviewed the PIC Occupancy Report and FDS, discrepancies found, and follow-up	Occupancy data
Applicant processing	Vacant units, applicants selected per unit, offers, withdrawals for non-response, and leases signed	Occupancy
Unit turnover	Units turned, average make-ready and lease-up days, and units waiting on materials	Occupancy
Offline units	Units not available for occupancy, HUD status, and expected return dates	Unit status
Tenant charges	Tenants with balances, Tenant Payback Agreements executed and in default, eviction proceedings started, and charges older than 90 days not yet addressed	TAR
TAR rate	Month-end TAR rate (FDS line 126 ÷ line 70500 basis) against the quarterly target	TAR
FDS and audit status	FDS submission status and FY2026 audit progress	FDS / Audit
Obstacles and upcoming deliverables	Issues that put a milestone at risk, and the next milestone due	All

5. Deliverables by CAP Area

Use this table to find every deliverable tied to a specific area of the CAP. Milestone numbers refer to Section 3.

CAP area	HACB CAP commitment	Deliverables	Milestones
Occupancy target	98% monthly adjusted occupancy; at least 96% at fiscal year-end	Occupancy baseline; monthly rate; quarterly Board reports	1, 4, 6, 9, 11, monthly
Applicant processing	Select 20 – 30 applicants per vacancy; track responses; withdraw non-responsive applicants; purge the waiting list	Applicant tracking spreadsheet; monthly applicant counts	1, monthly
Unit turnover	Pre-move-out inspections; early notice of 30-day notices; materials inventory; monthly turnover monitoring	Turnover report; quarterly make-ready and lease-up days	1, 4, 6, 9, 11, monthly
PIC and FDS review	Public Housing Manager reviews the PIC Occupancy Report and FDS monthly	Written procedure; monthly reviews; draft and audited FDS occupancy lines	1, 2, 3, 7, 8, monthly
Tenant charges and TPAs	Monthly all-tenant charges report; each tenant with a balance enters a TPA or faces eviction; no charges older than 90 days unaddressed	Tenant charges report; TPA and eviction counts	1, 4, 6, 9, 11, monthly
TAR target and Board reporting	Reduce TAR 1 percentage point per quarter; quarterly TARS and write-off reports to the Board	TAR workpaper and targets; write-off policy; quarterly TAR results and Board reports	1, 4, 6, 9, 11, monthly
FDS accuracy	MASS lines reported correctly	Pre-submission reviews; preparer/reviewer sign-off	2, 7, 12
Accounts payable	Full points earned; keep existing controls	AP baseline; FDS lines 312, 313, and 96900	1, 2, 7
FY2026 audit	Audited FDS submitted on time	Engagement details; progress check; audited FDS	1, 5, 7, 8
Closeout	MASS of at least 15 of 25 points on the FY2026 assessment	Closeout request memo or updated CAP	10

MEMO

Date:	November 12, 2026
To:	HACB Board of Commissioners
From:	Tiffany Lee, Special Programs Coordinator Angie Little, Rental Assistance Programs Manager
Subject:	Resolution No. 5010 Section 8 FSS Graduate – Nathan Anderson

Nathan enrolled in the Family Self-Sufficiency (FSS) Program on July 1, 2021, with a commitment to personal growth and achieving long-term self-sufficiency. Throughout his journey, Nathan has worked diligently toward his goals and remained determined to build a future for himself and give back to others.

With the support and encouragement of his FSS Coordinator, Nathan returned to school to pursue higher education—an accomplishment that once seemed out of reach. Today, he maintains steady employment while continuing to take classes at Butte College towards general education, demonstrating his dedication to personal and professional growth.

One of Nathan's most significant challenges has been managing his mental health. Recognizing that mental health can be a barrier to success for many individuals, Nathan has worked consistently on his well-being since entering the program. His grit has led to tremendous personal growth, allowing him to build confidence and continue moving forward.

In 2023, Nathan celebrated another important milestone when he married his partner, Ashley. Together, they have embraced the importance of teamwork, encouragement, and planning for their future. Ashley was encouraged to sign her own Individual Training and Services Plan (ITSP) and begin setting goals for herself. Together, they have built a strong foundation for continued growth and moving close to self-sufficiency.

Nathan and Ashley have now achieved all of their current goals and are looking ahead to their next goal: potentially purchasing a new or newer-to-them vehicle using the FSS escrow funds.

Nathan's journey is a powerful example of what can be accomplished through determination, support, and a willingness to believe in oneself. His growth, both financially and personally, has put him on his trajectory needed to become self-sufficient.

Recommendation: Adoption of Resolution No. 5010

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 5010

RECOGNITION OF FSS GRADUATE

NATHAN ANDERSON

WHEREAS, the Board of Commissioners of the Housing Authority of the County of Butte wishes to recognize the graduates of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program (FSS); and

WHEREAS, NATHAN ANDERSON entered the FSS program in 07/01/2021; and

WHEREAS, NATHAN ANDERSON successfully completed his FSS Contract of Participation, effective 10/31/2026, by fulfilling all of his responsibilities under the terms of the Contract of Participation; and

WHEREAS, NATHAN ANDERSON obtained and maintained suitable employment and has been free of welfare assistance for over one year; and

WHEREAS, NATHAN ANDERSON, in completing his Contract of Participation, has accrued an FSS escrow balance of $32,156.39;

NOW, THEREFORE, BE IT KNOWN that the Board of Commissioners of the Housing Authority of the County of Butte congratulates and presents this Resolution in recognition of NATHAN ANDERSON'S successful completion of its HUD Section 8 Housing Choice Voucher Family Self-Sufficiency Program.

Dated: November 19, 2026

_____
David W. Pittman, Board Chair

ATTEST:

_____
Lawrence C. Guanzon, Secretary

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 5011

APPROVAL OF
SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION

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

WHEREAS, program administration requires the HACB to annually submit to HUD a performance certification for the Section 8 HCV program, identified as the Section 8 Management Assessment Program (SEMAP) certification (Certification), such Certification now due for the fiscal year ending September 30, 2026; and

WHEREAS, the Board of Commissioners of the HACB has reviewed the SEMAP Certifications for Butte and Glenn Counties and found them to be a true and accurate representation of the performance of HACB in administration of the Section 8 HCV program for the fiscal year ended September 30, 2026;

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to accept the Butte and Glenn County Certifications for the Section 8 Management Assessment Program for the fiscal year ending September 30, 2026, such Certifications attached to and made a part of this Resolution No 5011, and further, to authorize their submission to the U.S. Department of Housing and Urban Development; and

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

Dated: November 19, 2026.

_____
David W. Pittman, Board Chair

ATTEST:

_____
Lawrence C Guanzon, Secretary

Section 8 Management Assessment Program (SEMAP) Certification

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

OMB Approval No. 2577-0215
(exp. 12/31/2026)

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

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

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

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
Housing Authority of the Co. of Butte	09/30/2026	

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

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))
(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response **Yes** ☑ **No** ☐

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

PHA Response **Yes** ☐ **No** ☑

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)
(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response **Yes** ☑ **No** ☐

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

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

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)
The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

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

4. Utility Allowance Schedule. (24 CFR 982.517)
The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response **Yes** ☑ **No** ☐

5. HQS Quality Control Inspections. (24 CFR 982.405(b))
A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response **Yes** ☑ **No** ☐

6. HQS Enforcement. (24 CFR 982.404)
The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

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

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).
Applies only to PHAs with jurisdiction in metropolitan FMR areas.
Check here if not applicable ☐

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.
PHA Response **Yes** ✔ **No** ☐

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.
PHA Response **Yes** ✔ **No** ☐

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.
PHA Response **Yes** ✔ **No** ☐

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.
PHA Response **Yes** ✔ **No** ☐

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.
PHA Response **Yes** ✔ **No** ☐

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.
PHA Response **Yes** ✔ **No** ☐

8. Payment Standards. The PHA has adopted payment standards schedule(s) in accordance with § 982.503.

PHA Response **Yes** ✔ **No** ☐

Enter FMRs and payment standards (PS)

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

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

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

PHA Response **Yes** ✔ **No** ☐

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

PHA Response **Yes** ✔ **No** ☐

11. Initial HQS Inspections. Newly leased units pass HQS inspection within the time period required. This includes both initial and turnover inspections for the PBV program. (24 CFR 982.305; 983.103(b)-(d)).

PHA Response **Yes** ✔ **No** ☐

12. Periodic HQS Inspections. The PHA has met its periodic inspection requirement for its units under contract (982.405 and 983.103(e)).

PHA Response **Yes** ✔ **No** ☐

13. Lease-Up. The PHA executes housing assistance contracts for the PHA's number of baseline voucher units, or expends its annual allocated budget authority.

PHA Response **Yes** ✔ **No** ☐

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)
Applies only to PHAs required to administer an FSS program .
Check here if not applicable ✔

PHA Response

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

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

b. Number of FSS families currently enrolled

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

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

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)
Applies only to PHAs required to administer an FSS program .
Check here if not applicable ✔

PHA Response **Yes** ☐ **No** ☐

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

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

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

(1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

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

or

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

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

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

Warning: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

Executive Director, signature

Date (mm/dd/yyyy) _____

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

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

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

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

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

2020 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

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

1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.

_____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.

_____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).

Is line c 50% or more? **Yes** ☐ **No** ☐

2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.

_____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.

_____ c. Number of Section 8 families with children who moved during the last completed PHA FY.

_____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).

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

3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.

_____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.

_____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.

_____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).

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

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

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

SEMAP Review Findings | Board Report

Prepared by Jeni Rios Consulting (JRC) | Housing Authority of the County of Butte | PHA CA043 | FY 2025–2026

Executive summary

Jeni Rios Consulting (JRC) completed its SEMAP review of the Housing Authority of the County of Butte for FY 2025–2026. JRC assigned 85 of 135 points (63% rounded), which is a Standard Performer rating under HUD's SEMAP performance ranges. Indicators 14 and the Deconcentration Bonus are N/A and are not included in the point total.

JRC score	**85 / 135**	**Rounded score**	**63%**
JRC rating	Standard Performer	**FSS / bonus**	**N/A**

Point summary

Item	Indicator	Maximum	JRC points	JRC finding
1	Selection from waiting list	15	0	1A Pass; 1B No
2	Reasonable rent	20	15	2A Pass; 2B 80–97%; final sample 33
3	Determination of adjusted income	20	0	Below 80%; 32 Fail, 1 unscored
4	Utility allowance schedule	5	5	Pass; six rate changes at or above 10%
5	HQS quality control inspections	5	5	Pass
6	HQS enforcement	10	0	Below 98%; life-threatening item not abated timely
7	Expanding housing opportunities	5	5	All required elements met
8	Payment standards	5	5	FY 2026 FMR range met
9	Annual reexaminations	10	10	6 overdue / 2,184; 100% reporting
10	Correct tenant rent calculations	5	5	0 discrepancies / 1,398; 100% reporting
11	Initial HQS inspections	5	5	268 of 268 timely; 100% reporting
12	Periodic HQS inspections	10	10	15 overdue / 1,754; 100% reporting
13	Lease-up	20	20	Pass
14	Family Self-Sufficiency	10	N/A	N/A
Bonus	Deconcentration bonus	5 bonus	N/A	N/A

JRC's ratings reflect the completed review of the records and HUD reports identified in this report.

JRC Findings for Indicators 1 through 8

Indicator 1 Selection from the waiting list | 0 of 15

JRC found Indicator 1A Pass and Indicator 1B No. Because both parts are required, JRC assigned 0 of 15 points for Indicator 1.

Indicator 2 Reasonable rent | 15 of 20

JRC found Indicator 2A Pass and Indicator 2B performance in the 80–97% range, for 15 of 20 points. The final sample contains 33 cases. Two former tenant cases were removed and two replacement cases were added. One case in the final sample is marked Fail.

Indicator 3 Determination of adjusted income | 0 of 20

JRC found Indicator 3 performance below 80%, for 0 of 20 points. The worksheet lists 33 sampled cases: 32 marked Fail and one without a Pass/Fail result. Issues identified include missing lease, HAP, RTA, or eligibility records; unsupported or incorrectly calculated income and assets; incorrect utility allowances; and inconsistencies among lease, RTA, and HAP information.

Indicator 4 Utility allowance schedule | 5 of 5

JRC found Indicator 4 Pass, for 5 of 5 points. The comparison reviewed 18 paired rate lines and identified six changes of 10% or more, including PG&E's electric minimum delivery charge (+33.7%) and gas components or totals with changes of approximately 20% to 52%.

Indicator 5 HQS quality control inspections | 5 of 5

JRC found Indicator 5 Pass, for 5 of 5 points.

Indicator 6 HQS enforcement | 0 of 10

JRC found Indicator 6 performance below 98% and identified a life-threatening deficiency that was not abated on time. JRC assigned 0 of 10 points. The sampling worksheet shows 809 eligible failed inspections, a 19-file minimum, and 19 selected records.

Indicator 7 Expanding housing opportunities | 5 of 5

JRC found all required Indicator 7 elements met, for 5 of 5 points.

Indicator 8 Payment standards | 5 of 5

JRC found the regular HCV payment standards effective October 1, 2025 are within HUD's 90%–110% basic range when compared with FY 2026 FMRs. All reviewed Butte and Glenn County studio through six-bedroom standards meet the range.

Indicator 9 Annual reexaminations | 10 of 10

The HUD report dated November 12, 2026, as of October 31, 2026, shows 100% reporting. It lists 6 overdue reexaminations among 2,184 families, approximately 0.3%, below the 5% full-point threshold.

Indicator 10 Correct tenant rent calculations | 5 of 5

The HUD report shows 100% reporting and zero rent discrepancies among 1,398 families in the current database, within the full-point threshold of no more than 2% incorrect calculations.

Indicator 11 Initial HQS inspections | 5 of 5

The HUD report shows 268 of 268 newly leased units passed inspection on or before the assistance effective date, a 100% result. Reporting is 100%.

Indicator 12 Periodic HQS inspections | 10 of 10

The HUD report shows 15 overdue inspections among 1,754 families, approximately 0.9% (displayed as 1%). This is below the 5% full-point threshold. Reporting is 100%.

Indicator 13 Lease-up | 20 of 20

JRC found Indicator 13 Pass, for 20 of 20 points.

Indicator 14 Family Self-Sufficiency | N/A

JRC determined Indicator 14 is N/A because the PHA is not subject to a mandatory FSS program requirement.

Deconcentration bonus | N/A

JRC determined the Deconcentration Bonus is N/A. No bonus points are included in the total.

Overall JRC Determination

- JRC reviewed the SEMAP indicators for the October 1, 2025–September 30, 2026 review period and assigned 85 of 135 points (63%).
- The resulting performance classification is Standard Performer.
- Indicator 14 and the Deconcentration Bonus are N/A and are excluded from the point total.

Performance classification. HUD classifies scores of 90% or higher as High Performer, 60–89% as Standard, and below 60% as Troubled. JRC's score of 85/135 (63%) places the PHA in the Standard Performer range.

Indicator 8 Payment Standard Review

Regular HCV schedule effective October 1, 2025 | HUD FY 2026 FMR comparison

Basic range minimum 90% **Basic range maximum** 110% **Overall result** **PASS**

Area	Bedroom size	HUD FY 2026 FMR	HCV payment standard	% of FMR	Minimum (90%)	Maximum (110%)	Result	Notes
Butte County	Studio	$1,155	$1,153	99.8%	$1,039.50	$1,270.50	PASS	Regular HCV
Butte County	1 BR	$1,270	$1,200	94.5%	$1,143.00	$1,397.00	PASS	Regular HCV
Butte County	2 BR	$1,625	$1,570	96.6%	$1,462.50	$1,787.50	PASS	Regular HCV
Butte County	3 BR	$2,260	$2,213	97.9%	$2,034.00	$2,486.00	PASS	Regular HCV
Butte County	4 BR	$2,726	$2,665	97.8%	$2,453.40	$2,998.60	PASS	Regular HCV
Butte County	5 BR	$3,135	$3,065	97.8%	$2,821.50	$3,448.50	PASS	Regular HCV
Butte County	6 BR	$3,544	$3,464	97.7%	$3,189.60	$3,898.40	PASS	Regular HCV
Glenn County	Studio	$939	$848	90.3%	$845.10	$1,032.90	PASS	Regular HCV
Glenn County	1 BR	$1,038	$952	91.7%	$934.20	$1,141.80	PASS	Regular HCV
Glenn County	2 BR	$1,362	$1,251	91.9%	$1,225.80	$1,498.20	PASS	Regular HCV
Glenn County	3 BR	$1,807	$1,632	90.3%	$1,626.30	$1,987.70	PASS	Regular HCV
Glenn County	4 BR	$2,179	$2,030	93.2%	$1,961.10	$2,396.90	PASS	Regular HCV
Glenn County	5 BR	$2,506	$2,335	93.2%	$2,255.40	$2,756.60	PASS	Regular HCV
Glenn County	6 BR	$2,832	$2,639	93.2%	$2,548.80	$3,115.20	PASS	Regular HCV

Review notes

The regular HCV standards shown are within the 90%–110% basic range for all listed bedroom sizes. The attached document is titled for income limits effective May 1, 2026, but its payment-standard section states an effective date of October 1, 2025.

EHV standards are separate from the regular HCV standards above and are not included in the HCV overall result. Review the EHV schedule under the applicable EHV authority and Board approval.

Sources

Attached schedule: Payment Standard - Income Limit Eff 05-01-2026.docx, payment standard section effective 10/01/2025.

HUD FY 2026 FMR Schedule (effective October 1, 2025): https://www.huduser.gov/portal/datasets/fmr/fmr2026/FY2026_FMR_Schedule.pdf

HACB Board memo for Resolution 4973, 2026 HCV and EHV Payment Standards (September 18, 2025): https://www.butte-housing.com/tenants/s8-payment-std/s8_fmr_2026_pymt_standards.pdf

Housing Authority of the County of Butte, Section 8 Administrative Plan, effective October 1, 2025, Chapter 16, payment standards basic range.

November 13, 2026

MEMO

To: HACB Board of Commissioners

From: Juan Meza, Public Housing Manager
Tamra Young, Deputy Executive Director

Subject: HUD Public Housing Program – Adoption of 2027 Flat Rent Schedule

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

In the 2014 HUD Appropriations Act, Congress stipulated a change to the HUD Public Housing Program's regulations regarding use and application of "flat rents". In the Public Housing program, tenants can choose to pay either 30% of their adjusted gross income as their contribution towards rent and utilities, or they can pay a "flat rent". The appropriations act stipulates that housing authorities must set Flat Rents at no less than 80% of the applicable HUD Fair Market Rent (FMR), including consideration for Utility Allowances. There are currently three (3) Public Housing tenants that have chosen the Flat Rent option.

HUD issued 2027 Fair Market Rent data (FMR's) on October 1, 2026, pre-requisite to analysis of, and revision of, the HACB's Public Housing Flat Rent Schedule for the 2027 operating year.

In summary, Resolution No. 5012 changes the Flat Rent Schedule in its entirety, updating Flat Rents in accordance with local market conditions and HUD requirements. Implementation of the recommended Flat Rent Schedule, by means of Resolution No. 5012, maintains HACB's compliance with the Appropriations act.

Recommendation: adoption of Resolution No. 5012.

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

RESOLUTION NO. 5012

DETERMINATION OF PUBLIC HOUSING FLAT RENTS

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

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

WHEREAS, the HACB has reviewed its documentation and data regarding local rental market conditions and determined that the current Flat Rent Schedule, effected January 1, 2026, no longer reflects current market conditions and requires revision; and

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

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

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

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the County of Butte to set its HUD Public Housing Flat Rents in accordance with the attached Public Housing Flat Rent Analysis and Recommendation, effective January 1, 2027, such Analysis and Recommendation attached to and made a part of this Resolution No. 5012.

Dated: November 13, 2026.

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David Pittman, Board Chair

ATTEST

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Lawrence C. Guanzon, Secretary

Housing Authority of the County of Butte

Attachment to Resolution No. 5012 - HUD Low Income Public Housing Program

2027 Public Housing Flat Rent Analysis

November 13, 2026

		a	b	c	= b - c					
Area	Bedrooms	HUD Fair Market Rent (FMR)	80% of FMR	Minus 2027 UA	2026-27 Flat Rent Minimum	2026 Approved Flat Rent	Rent Comparable	Minus 2027 UA	**Proposed 2027 Flat Rents**	*UA Notes*
Chico	1	$1,190	$952	$144	$808	$1,087	*$1,284*	$144	**$1,140**	***UA $143 if 43-3 ADA*
	2	$1,509	$1,207	$160	$1,047	$1,302	*$1,548*	$160	**$1,388**	***UA's $163 43-3 ADA and $151 if 43-13*
	3	$2,090	$1,672	$178	$1,494	$1,786	*$2,003*	$178	**$1,825**	***UA $181 if 43-3 ADA & $168 if 43-13*
	4	$2,522	$2,017	$202	$1,815	$2,061	*$2,315*	$202	**$2,113**	
Chico	1	$1,190	$952	$94	$858	$1,146	*$1,284*	$94	**$1,190**	***UA $93 if 43-3 ADA*
w/o Water & Sewer UA	2	$1,509	$1,207	$107	$1,100	$1,364	*$1,548*	$107	**$1,441**	***UA's $110 if 43-3 ADA and $98 if 43-13*
	3	$2,090	$1,672	$123	$1,549	$1,850	*$2,003*	$123	**$1,880**	***UA $126 if 43-3 ADA & $113 if 43-13*
	4	$2,522	$2,017	$143	$1,874	$2,128	*$2,315*	$143	**$2,172**	
Biggs	1	$1,190	$952	$95	$857	$1,155	*$1,284*	$95	**$1,189**	**UA's adjusted due to HACB paying the water/sewer*
	2	$1,509	$1,207	$111	$1,096	$1,371	*$1,548*	$111	**$1,437**	**UA's adjusted due to HACB paying the water/sewer*
	3	$2,090	$1,672	$127	$1,545	$1,858	*$2,003*	$127	**$1,876**	**UA's adjusted due to HACB paying the water/sewer*
	4	$2,522	$2,017	$147	$1,870	$2,134	*$2,315*	$147	**$2,168**	**UA's adjusted due to HACB paying the water/sewer*
Gridley	1	$1,190	$952	$161	$791	$1,094	*$1,284*	$161	**$1,123**	***UA $158 if 43-1B ADA*
	2	$1,509	$1,207	$176	$1,031	$1,315	*$1,548*	$176	**$1,372**	
	3	$2,090	$1,672	$193	$1,479	$1,798	*$2,003*	$193	**$1,810**	
	4	$2,522	$2,017	$214	$1,803	$2,075	*$2,315*	$214	**$2,101**	
	5	$2,900	$2,320	$232	$2,088	$2,100	*$2,425*	$232	**$2,193**	
Gridley	1	$1,190	$952	$99	$853	$1,156	*$1,284*	$99	**$1,185**	***UA $96 if 43-1B*
w/o Water & Sewer UA	2	$1,509	$1,207	$113	$1,094	$1,378	*$1,548*	$113	**$1,435**	
	3	$2,090	$1,672	$129	$1,543	$1,862	*$2,003*	$129	**$1,874**	
	4	$2,522	$2,017	$148	$1,869	$2,141	*$2,315*	$148	**$2,167**	
	5	$2,900	$2,320	$165	$2,155	$2,167	*$2,425*	$165	**$2,260**	
Oroville	1	$1,190	$952	$175	$777	$1,080	*$1,284*	$175	**$1,109**	**1 & 2 Bd. units at WG don't pay water/sewer
	2	$1,509	$1,207	$260	$947	$1,275	*$1,548*	$260	**$1,288**	
	3	$2,090	$1,672	$172	$1,500	$1,813	*$2,003*	$172	**$1,831**	***UA $162 if 43-15*
Oroville	1	$1,190	$952	$122	$830	$1,121	*$1,284*	$122	**$1,162**	
w/o Water & Sewer UA	2	$1,509	$1,207	$147	$1,060	$1,316	*$1,548*	$147	**$1,401**	
	3	$2,090	$1,672	$119	$1,553	$1,854	*$2,003*	$119	**$1,884**	***UA $115 if 43-15*


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NSPIRE-V, and more... including our
Maintenance Track.