

**BANYARD MANAGEMENT
Board of Directors Meeting**

2039 Forest Avenue
Chico, CA 95928

MEETING AGENDA

August 20, 2020
2:00 p.m.

Coronavirus (COVID-19) Advisory Notice: The health and safety of Butte County residents and community members, public officials and employees is a top priority for the Housing Authority of the County of Butte and the Board of Commissioners.

Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, Board of Commissioners meetings will be closed to the public for the foreseeable future. Members of the Board of Commissioners and HACB staff will be participating either in person or via teleconference. The Board of Commissioners encourages members of the public to participate remotely from a safe location.

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

<https://global.gotomeeting.com/join/866325069>

Dial in instructions:

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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 marysolk@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. 20-1B

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR
 - 3.1 Minutes for the meeting of May 21, 2020
 - 3.2 Banyard Management – Financial Report

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- 3.3 Chico Commons – HACB report/AWI Report
- 4. CORRESPONDENCE
- 5. REPORTS FROM PRESIDENT
 - 5.1 Banyard Management Budget – Adopt FY2020 Banyard Budget.
 - Recommendation: Resolution No. 20-1B
- 6. MEETING OPEN FOR PUBLIC DISCUSSION
- 7. MATTERS CONTINUED FOR DISCUSSION
- 8. SPECIAL REPORTS
- 9. REPORTS FROM DIRECTORS
- 10. MATTERS INITIATED BY DIRECTORS
- 11. EXECUTIVE SESSION
- 12. DIRECTORS’ CALENDAR
- Next meeting – November 19, 2020.**
- 13. ADJOURNMENT

BANYARD MANAGEMENT

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

May 21, 2020

President Mayer called the meeting of Banyard Management to order at 3:40 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, This Board of Directors meeting observed "social distancing" protocols, and was conducted via teleconference and web-conference. Meeting notice and public participation was addressed consistent with the State Governor's COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for the Directors: Kate Anderson, Larry Hamman, Laura Moravec, Rich Ober, and David Pittman.

Others Present: President Ed Mayer, Chief Financial Officer Sue Kemp, Secretary Marysol Perez, Larry Guanzon, Jerry Martin and Angie Little.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Moravec moved to accept the Consent Calendar as presented. Director Anderson seconded the motion. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Chico Commons Audit Report – The Chico Commons audited financial statements for the year ended December 31, 2019 were presented. Chico Commons is a well-located family property that has been a consistently performing property with no debt. Chief Financial Officer Kemp gave some highlights from the report: rental income was a lot higher than the previous year due, to less vacancies and higher laundry income in 2019. Chief Financial Officer Kemp also found 6+ years-worth of \$500/year in unclaimed funds, from an old agreement with Cal Water. There were no findings or questions by the auditors.

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MOTION

Director Anderson moved to accept Chico Commons FY2019 Audit Report as presented. Director Moravec seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM BOARD MEMBERS

None.

10. MATTERS INITIATED BY BOARD MEMBERS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

Next Meeting – August 20, 2020.

13. ADJOURNMENT

Director Moravec moved that the meeting be adjourned. Director Pittman seconded. The meeting was adjourned at 3:47 p.m.

Dated: May 21, 2020.

ATTEST:

Edward S. Mayer, President

Marysol Perez, Secretary

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Date/Time
8/13/2020

Housing Authority of the County of Butte
BANYARD BALANCE SHEET
June, 2020

	Cumulative
ASSETS	
Current Assets	
Cash - Unrestricted	251,146.33
Cash - Other Restricted	0.00
Cash - Tenant Security Deposits	0.00
Accounts Receivable	0.00
Accrued Interest Receivable	0.00
Investments - Unrestricted	0.00
Investments - Restricted	0.00
Inventories	0.00
Total Current Assets	251,146.33
Fixed Assets	
Fixed Assets & Accumulated Depreciation	0.00
Total Fixed Assets	0.00
Other Assets	
Prepaid Expenses and Other Assets	0.00
Investment in Chico Commons, L.P.	275,110.34
Total Other Assets	275,110.34
TOTAL ASSETS	526,256.67
LIABILITIES	
Current Liabilities	
Accounts Payable	496.50
Accrued Liabilities - Other	0.00
Total Current Liabilities	496.50
Long-Term Liabilities	
Long-Term Debt Net of Current	0.00
Total Long-Term Liabilities	0.00
TOTAL LIABILITIES	496.50
NET POSITION	
Beginning Net Position	536,252.60
Retained Earnings	-10,492.43
TOTAL NET POSITION	525,760.17
TOTAL LIABILITIES AND NET POSITION	526,256.67

BANYARD-GEN. FUND INCOME STATEMENT

June 30, 2020

YTD %
75.00

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
REVENUES							
Partnership Income	1,080	1,122	-42	9,720	13,460	-3,740	72.21
Investment Income	14	17	-2	114	200	-86	57.15
TOTAL REVENUES	1,094	1,138	-44	9,834	13,660	-3,826	71.99
Audit Fee	0	50	-50	497	600	-103	82.83
Corporate Services	497	1,250	-754	5,246	15,000	-9,755	34.97
Consulting Fees	0	250	-250	4,864	3,000	1,864	162.14
Legal Expenses	0	125	-125	0	1,500	-1,500	0.00
Misc. Administrative Costs	0	0	0	0	0	0	0.00
Outside Management Fees	1,080	1,080	0	9,720	12,960	-3,240	75.00
Partnership Losses	0	0	0	0	0	0	0.00
Taxes and Fees	0	43	-43	0	520	-520	0.00
TOTAL EXPENSES	1,577	2,798	-1,222	20,327	33,580	-13,253	60.53
RETAINED EARNINGS	-482	-1,660	1,178	-10,492	-19,920	9,428	52.67

MEMO

Date: August 14, 2020

To: Board of Directors, Banyard Management

From: Larry Guanzon, HACB Deputy Executive Director

Subject: Status Report – Chico Commons Apartments, Chico

Chico Commons Apartments, Chico (72 units, LIHTC, Family, MGP, Banyard Management, PM: AWI) – We currently have one (1) vacancy as of the 1st of August, a new resident is scheduled to move in later this month. *Rent collection for the month of July was 95%. We* are working with PG&E to use their low-income energy efficiency program to replace common area water heaters, washing machines, and lighting - the owner pays for improvements up front, with PG&E reimbursing after completion. The deadline to improve the property with P G & E's recommendations is July of 2021. This will give our 3rd party property manager time to procure bids from contractors to perform the work. The property is now operated subject to COVID-19 pandemic response protocols, and leasing dynamics are being watched carefully – please find AWI's narrative property report and financials, following. Rent collections due to COVID-19 have been consistent, and trending upward compared to the prior two months operations.

Chico Commons

JULY 2020

Separate Variance Report sent explaining budget differences and expenses.

Updates:

Chico Commons currently has two vacancies. One move in and two move outs during the month of July.

~ #18 is vacant and the unit turn is in process. The applicant is very close to approval, minor corrections pending. Possession of unit 18 was gained via the abandonment process....trash and personal items left behind. A lot of work was needed in this unit. Move in expected 8/21/2020

~ #2 is vacant and is nearly market ready. This was a light turn and a move in is expected by 8/21.

Overall rent collection at July month end was 95%. This is slight increase in outstanding balances from the prior month; however payments for the month of July have come in during the first part of August. We are monitoring collections closely and following up with households regarding any amounts owed.

Two bids are on hand for the seal and stripe of the parking lot budgeted for this year. We are waiting for one revision to ensure the quotes are 'apples to apples' and then bids will be submitted for review and approval. We are hoping to schedule the work for late summer / early fall.

Maintenance Tech Randy is in the process of replenishing the rock in planter beds.

2021 first round budget drafts are underway.

The playground remains closed. The office continues to be open by appointment only w/ facial coverings required for entry.



Chico Commons 549
For the Month Ended July 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 60,796.00	\$ 58,150.00	\$ 2,646.00	\$ 426,742.00	\$ 407,050.00	\$ 19,692.00
Vacancies	(784.00)	(2,326.00)	1,542.00	(11,640.00)	(16,282.00)	4,642.00
Rent Adjustments	24.59	(519.75)	544.34	1,173.09	(3,638.25)	4,811.34
Manager's Unit	(771.00)	(820.00)	49.00	(5,397.00)	(5,740.00)	343.00
Total Tenant Rent	\$ 59,265.59	\$ 54,484.25	\$ 4,781.34	\$ 410,878.09	\$ 381,389.75	\$ 29,488.34
Other Project Income:						
Laundry Income	\$ 1,310.04	\$ 677.83	\$ 632.21	\$ 7,644.12	\$ 4,744.83	\$ 2,899.29
Interest Income	9.59	4.17	5.42	64.61	29.17	35.44
Restricted Reserve Interest Incom	1.57	0.00	1.57	13.09	0.00	13.09
Late Charges	0.00	216.67	(216.67)	1,065.00	1,516.67	(451.67)
Other Tenant Income	\$ 455.50	\$ 428.50	\$ 27.00	\$ 1,307.50	\$ 2,999.50	\$ (1,692.00)
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,476.83	\$ 0.00	\$ 2,476.83
Other Project Income	\$ 1,776.70	\$ 1,327.17	\$ 449.53	\$ 12,571.15	\$ 9,290.17	\$ 3,280.98
Total Project Income	\$ 61,042.29	\$ 55,811.42	\$ 5,230.87	\$ 423,449.24	\$ 390,679.92	\$ 32,769.32
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 15,468.48	\$ 23,877.49	\$ (8,409.01)	\$ 86,291.02	\$ 167,142.49	\$ (80,851.47)
Utilities (From Pg 2)	7,979.14	6,970.58	1,008.56	48,413.05	48,794.08	(381.03)
Administrative (From Pg 2)	8,206.46	8,103.58	102.88	54,363.54	56,725.08	(2,361.54)
Taxes & Insurance (From Pg 2)	1,304.83	1,513.75	(208.92)	9,781.61	10,596.25	(814.64)
Other Taxes & Insurance (Fr Page	1,595.66	3,405.67	(1,810.01)	9,473.97	23,839.67	(14,365.70)
Other Project Expenses	935.71	1,057.33	(121.62)	5,883.64	7,401.33	(1,517.69)
Total O&M Expenses	\$ 35,490.28	\$ 44,928.40	\$ (9,438.12)	\$ 214,206.83	\$ 314,498.90	\$ (100,292.07)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Expense - City of Chico	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 18,229.19	\$ 18,229.17	\$.02
Reporting / Partner Management F	1,080.00	1,080.00	0.00	7,560.00	7,560.00	0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	17,500.00	17,500.00	0.00
Total Mortgage & Owner's Exp.	\$ 6,184.17	\$ 6,184.17	\$ 0.00	\$ 43,289.19	\$ 43,289.17	\$.02
Total Project Expenses	\$ 41,674.45	\$ 51,112.57	\$ (9,438.12)	\$ 257,496.02	\$ 357,788.07	\$ (100,292.05)
Net Profit (Loss)	\$ 19,367.84	\$ 4,698.85	\$ 14,668.99	\$ 165,953.22	\$ 32,891.85	\$ 133,061.37

Other Cash Flow Items:

Chico Commons 549
For the Month Ended July 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Reserve Transfers	\$ (1.57)	\$ 0.00	\$ (1.57)	\$ (13.09)	\$ 0.00	\$ (13.09)
T & I Transfers	(748.20)	0.00	(748.20)	(12,258.33)	0.00	(12,258.33)
Operating Acct MMKT - FFB - ICS	(8.22)	0.00	(8.22)	(58.31)	0.00	(58.31)
Security Deposits Held	650.00	0.00	650.00	750.00	0.00	750.00
Authorized Reserve - Other	0.00	(10,416.67)	10,416.67	0.00	(72,916.67)	72,916.67
Tenant Receivables	(5,246.59)	0.00	(5,246.59)	(9,563.24)	0.00	(9,563.24)
Other Receivables	1,408.12	0.00	1,408.12	5,487.10	0.00	5,487.10
Fixed Assets	0.00	0.00	0.00	.20	0.00	.20
Accounts Payable - Trade	10,318.25	0.00	10,318.25	(16,196.85)	0.00	(16,196.85)
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	(13,020.81)	0.00	(13,020.81)
Accrued RTO - Prior Year	0.00	0.00	0.00	(242.10)	0.00	(242.10)
Partner's Equity	0.00	0.00	0.00	(48,176.90)	0.00	(48,176.90)
Total Other Cash Flow Items	<u>\$ 8,975.96</u>	<u>\$ (10,416.67)</u>	<u>\$ 19,392.63</u>	<u>\$ (93,292.33)</u>	<u>\$ (72,916.67)</u>	<u>\$ (20,375.66)</u>
Net Operating Cash Change	<u><u>\$ 28,343.80</u></u>	<u><u>\$ (5,717.82)</u></u>	<u><u>\$ 34,061.62</u></u>	<u><u>\$ 72,660.89</u></u>	<u><u>\$ (40,024.82)</u></u>	<u><u>\$ 112,685.71</u></u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 63,207.88	\$ 135,868.77	\$ 72,660.89
Operating Acct MMKT - FFB - ICS	100,058.88	100,117.19	58.31
Tax & Insurance-FFB	6,067.09	18,325.42	12,258.33
Security Acct-FFB	42,985.00	42,985.00	0.00
Reserve Acct-FFB	11,618.28	19,131.37	7,513.09
Payables & Receivables:			
Accounts Payable - Trade	49,569.95	33,373.10	(16,196.85)
Rents Receivable - Current Tenants	3,689.22	14,131.80	10,442.58
Other Tenant Charges Receivable	1,234.34	355.00	(879.34)

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 4,598.72	\$ 3,798.08	\$ 800.64	\$ 26,167.61	\$ 26,586.58	\$ (418.97)
Janitorial/Cleaning Supplies	143.04	114.00	29.04	1,266.68	798.00	468.68
Plumbing Repairs	0.00	119.08	(119.08)	2,858.59	833.58	2,025.01
Painting & Decorating	62.71	250.00	(187.29)	445.59	1,750.00	(1,304.41)
Repairs & Maintenance - Supply	1,680.28	2,500.00	(819.72)	11,888.70	17,500.00	(5,611.30)
Repairs & Maintenance - Contract	664.89	1,427.83	(762.94)	9,237.97	9,994.83	(756.86)
Grounds Maintenance	1,010.00	966.67	43.33	7,233.00	6,766.67	466.33

Chico Commons 549
For the Month Ended July 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Pest Control Service	\$ 205.00	\$ 754.67	\$ (549.67)	\$ 3,070.00	\$ 5,282.67	\$ (2,212.67)
Fire/Alarm Services	825.30	145.83	679.47	1,510.05	1,020.83	489.22
Capital Improvements - Other	1,237.13	12,802.08	(11,564.95)	3,584.85	89,614.58	(86,029.73)
Capital Improvements - Flooring	2,488.00	0.00	2,488.00	9,182.66	0.00	9,182.66
Capital Improvements - Appliance	1,158.02	0.00	1,158.02	4,006.21	0.00	4,006.21
Capital Improvements - HVAC Repl	369.09	0.00	369.09	369.09	0.00	369.09
Capital Improvements - Water Heat	0.00	0.00	0.00	2,137.17	0.00	2,137.17
Carpet Cleaning	0.00	35.00	(35.00)	300.00	245.00	55.00
HVAC Repairs	981.00	900.00	81.00	2,874.30	6,300.00	(3,425.70)
Cable Service	45.30	22.58	22.72	158.55	158.08	.47
Tenant Services	0.00	41.67	(41.67)	0.00	291.67	(291.67)
Total Maint. & Operating Exp.	\$ 15,468.48	\$ 23,877.49	\$ (8,409.01)	\$ 86,291.02	\$ 167,142.49	\$ (80,851.47)
Utilities:						
Electricity	\$ 426.93	\$ 636.33	\$ (209.40)	\$ 3,464.05	\$ 4,454.33	\$ (990.28)
Water	2,422.58	1,949.33	473.25	11,397.55	13,645.33	(2,247.78)
Sewer	1,654.56	1,654.58	(.02)	11,581.92	11,582.08	(.16)
Heating Fuel/Other	1,158.65	1,491.67	(333.02)	11,086.59	10,441.67	644.92
Garbage & Trash Removal	2,316.42	1,238.67	1,077.75	10,882.94	8,670.67	2,212.27
Total Utilities	\$ 7,979.14	\$ 6,970.58	\$ 1,008.56	\$ 48,413.05	\$ 48,794.08	\$ (381.03)
Administrative:						
Manager's Salary	\$ 4,629.46	\$ 3,266.58	\$ 1,362.88	\$ 24,396.29	\$ 22,866.08	\$ 1,530.21
Management Fees	2,952.00	3,096.00	(144.00)	20,664.00	21,672.00	(1,008.00)
Bad Debt Expense	0.00	625.00	(625.00)	1,107.00	4,375.00	(3,268.00)
Auditing	625.00	625.00	0.00	4,375.00	4,375.00	0.00
Legal	0.00	476.42	(476.42)	3,821.25	3,334.92	486.33
Other Administrative Expenses	0.00	14.58	(14.58)	0.00	102.08	(102.08)
Total Administrative Expense	\$ 8,206.46	\$ 8,103.58	\$ 102.88	\$ 54,363.54	\$ 56,725.08	\$ (2,361.54)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 78.42	\$ (78.42)	\$ 647.80	\$ 548.92	\$ 98.88
Property Insurance	1,304.83	1,435.33	(130.50)	9,133.81	10,047.33	(913.52)
Total Taxes & Insurance Expense	\$ 1,304.83	\$ 1,513.75	\$ (208.92)	\$ 9,781.61	\$ 10,596.25	\$ (814.64)
Other Taxes & Insurance:						
Payroll Taxes	\$ 705.98	\$ 719.75	\$ (13.77)	\$ 4,887.62	\$ 5,038.25	\$ (150.63)
Other Taxes, Fees & Permits	0.00	89.33	(89.33)	963.41	625.33	338.08
Bond Premiums	295.37	51.67	243.70	295.37	361.67	(66.30)
Worker's Compensation Insurance	571.93	705.25	(133.32)	3,204.21	4,936.75	(1,732.54)
Personnel Medical Insurance	22.38	1,839.67	(1,817.29)	123.36	12,877.67	(12,754.31)
Total Other Taxes & Insurance	\$ 1,595.66	\$ 3,405.67	\$ (1,810.01)	\$ 9,473.97	\$ 23,839.67	\$ (14,365.70)

Chico Commons 549
For the Month Ended July 31, 2020
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Project Expenses						
Telephone & Answering Service	\$ 234.15	\$ 195.00	\$ 39.15	\$ 1,007.25	\$ 1,365.00	\$ (357.75)
Internet Service	279.70	90.00	189.70	994.05	630.00	364.05
Advertising	0.00	54.17	(54.17)	22.59	379.17	(356.58)
Office Supplies & Expense	376.46	214.58	161.88	1,639.21	1,502.08	137.13
Postage	17.40	82.08	(64.68)	368.09	574.58	(206.49)
Toner/Copier Expense	0.00	188.08	(188.08)	1,277.05	1,316.58	(39.53)
Travel & Promotion	0.00	70.92	(70.92)	70.00	496.42	(426.42)
Training Expense	0.00	62.50	(62.50)	369.58	437.50	(67.92)
Credit Checking	28.00	100.00	(72.00)	135.82	700.00	(564.18)
Total Other Project Expenses	<u>\$ 935.71</u>	<u>\$ 1,057.33</u>	<u>\$ (121.62)</u>	<u>\$ 5,883.64</u>	<u>\$ 7,401.33</u>	<u>\$ (1,517.69)</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest Expense - City of Chico	\$ 2,604.17	\$ 2,604.17	\$ 0.00	\$ 18,229.19	\$ 18,229.17	\$.02
Reporting / Partner Management F	1,080.00	1,080.00	0.00	7,560.00	7,560.00	0.00
Transfer - Reserves	2,500.00	2,500.00	0.00	17,500.00	17,500.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 6,184.17</u>	<u>\$ 6,184.17</u>	<u>\$ 0.00</u>	<u>\$ 43,289.19</u>	<u>\$ 43,289.17</u>	<u>\$.02</u>
Total Expenses	<u>\$ 41,674.45</u>	<u>\$ 51,112.57</u>	<u>\$ (9,438.12)</u>	<u>\$ 257,496.02</u>	<u>\$ 357,788.07</u>	<u>\$ (100,292.05)</u>
Authorized Reserve - Other	\$ 0.00	\$ 10,416.67	\$ (10,416.67)	\$ 0.00	\$ 72,916.67	\$ (72,916.67)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 10,416.67</u>	<u>\$ (10,416.67)</u>	<u>\$ 0.00</u>	<u>\$ 72,916.67</u>	<u>\$ (72,916.67)</u>

August 14, 2020

MEMO

To: Banyard Management Board of Directors

From: Sue Kemp, CFO

Subject: FY 2021 Banyard Management Operating Budget

The FY 2021 Banyard Management General Fund Operating Budget is attached for your review and approval.

Banyard contracts with the Housing Authority for the performance of its MGP duties as well as for Corporate Services related to the essential functions of the organization. The Outside Management Fees expense is a “pass-through” of MGP fees received from Chico Commons LP.

Some Consulting Fees and Legal Fees are budgeted for future asset repositioning activities; however, this budget may need to be revised when work begins in earnest.

Please note that the budget shows a negative cash flow, however, Banyard receives cash distributions from Chico Commons, LP. This is an Equity distribution and is not recognized as Revenue on the Income Statement. Last year’s cash distribution was \$24,451.

The excess cash balance at the beginning of FY 2021 is estimated to be \$250,000.

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

Recommend adoption of Resolution 20-1B

BANYARD MANAGEMENT

RESOLUTION NO. 20-1B

APPROVAL OF BANYARD MANAGEMENT OPERATING BUDGET FOR F/Y 2021

WHEREAS, Banyard Management approves its Operating Budget on an annual basis; and

WHEREAS, Banyard Management is Managing General Partner of Chico Commons LP, itself owner of the Chico Commons Apartments multi-family affordable housing property, Chico, California; and

WHEREAS, the Board of Directors of BCAHDC has reviewed the Operating Budget as proposed and determined the budget to be in the best interest of Banyard Management;

THEREFORE, BE IT RESOLVED by the Board of Directors of Banyard Management, Managing General Partner of Chico Commons LP, owner of the Chico Commons Apartments, Chico, California, to hereby approve and adopt the Banyard Management Operating Budget for fiscal year 2021, extending from October 1, 2020 through September 30, 2021, such Operating Budget attached to and made a part of this Resolution No. 20-1B.

Dated: August 20, 2020.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

BANYARD MANAGEMENT
PROPOSED OPERATING BUDGET
October 1, 2020 to September 30, 2021

	2021 Proposed Budget	2020 Approved Budget	2020 Estimated to FYE	2019 Audited Actuals	Variance 2020 Est. vs. 2021 Budget	<i><u>Notes</u></i>
REVENUE						
Investment income	200	200	152	156	31.6%	bank acct interest
Partnership Income	13,460	13,460	12,960	13,344	3.9%	Chico Commons MGP Fee/LP gains
TOTAL REVENUE	13,660	13,660	13,112	13,500	4.2%	
EXPENSES						
Audit Fee	650	600	612	1,075	6.2%	2019 includes 2018 exp.
Corporate Services	15,000	15,000	12,000	8,121	25.0%	budgeted up to contract max
Consulting Fees	15,000	3,000	6,486	0	0.0%	placeholder / entity dissolution / refi?
Legal Expenses	5,000	1,500	0	0	0.0%	placeholder / entity dissolution / refi?
Misc. Admin. Expenses	500	500	0	0	0.0%	Misc.
Outside Management Fees	12,960	12,960	12,960	12,960	0.0%	HACB - MGP Services
Partnership Losses	0	0	0	0	0.0%	Chico Commons
Taxes and Fees	20	20	0	136	0.0%	CA filing fees (odd years)
TOTAL EXPENSES	49,130	33,580	32,058	22,292	53.3%	
NET INCOME	-35,470	-19,920	-18,946	-8,792	87.2%	
LP Distributions	20,000	20,000	24,451	27,394		Chico Commons excess cash
Net Cash Flow	-15,470	80	5,505	18,602		

Cash on Hand 6/30/2020 \$ 251,150