

**BANYARD MANAGEMENT
Board of Directors Meeting**

2039 Forest Avenue
Chico, CA 95928

MEETING AGENDA

August 18, 2022
2:00 p.m.

Members of the Board of Commissioners and HACB staff will be participating either in person or remotely. The Board of Commissioners welcomes and encourages public participation in the Board meetings either in person or remotely from a safe location.

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

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

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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. 22-2B

ITEMS OF BUSINESS

1. ROLL CALL
2. AGENDA AMENDMENTS
3. CONSENT CALENDAR

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- 3.1 Minutes of Meeting on May 19, 2022
- 3.2 Banyard Management – Financial Report
- 3.3 Chico Commons – HACB report/AWI Report
4. CORRESPONDENCE
5. REPORTS FROM PRESIDENT
 - 5.1 Banyard Management Budget – Adopt FY2023 Banyard Management Operating Budget.

Recommendation:

Resolution No. 22-2B
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 17, 2022**
13. ADJOURNMENT

BANYARD MANAGEMENT

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

May 19, 2022

President Mayer called the meeting of Banyard Management to order at 3:15 p.m.

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

1. ROLL CALL

Present for the Directors: Robert Crowe, David Pittman, Sarah Richter and Regina Sayles-Lambert. Directors Crowe and Pittman attended in person. Directors Richter and Sayles-Lambert attended by means of web-conference.

Others Present: President Ed Mayer, Chief Financial Officer Hope Stone, Secretary Marysol Perez, Larry Guanzon, Tamra Young, Jerry Martin and Angie Little, all in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Crowe moved to accept the Consent Calendar as presented. Director Pittman 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, 2021 were presented. Chico Commons is a well-located family property that has been a consistently performing property with no debt. Chief Financial Officer Stone gave some highlights from the report: revenue

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improved, expenses a little bit higher, but operating income was similar to the previous year. There were no findings or questions by the auditors

MOTION

Director Crowe moved to accept Chico Commons FY2021 Audit Report as presented. Director Pittman seconded. The vote in favor was unanimous.

- 5.2 Chico Commons – Chico Commons has a substantial amount of cash flow at \$130,737, and currently a low Replacement Reserves balance of \$81,814. It is the responsibility of the Managing General Partner, Banyard Management, to determine where and how surplus cash flow is distributed. Staff is recommending holding back \$55,000 for deposit into Replacement Reserves. The remainder of the balance would be distributed to the Partners as outlined in the Limited Partnership Agreement; an amount that would be consistent with the past history of partnership distributions.

MOTION

Director Pittman moved to approve the withholding of \$55,000 from 2021 Operational Surplus Cash Flow, depositing it into the Chico Commons' Replacement Reserves account, and further moved that the distribution of remaining surplus funds be made as as recommended. Director Crowe 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 18, 2022.

13. ADJOURNMENT

Director Crowe moved that the meeting be adjourned. Director Pittman seconded. The meeting was adjourned at 3:24 p.m.

Dated: May 19, 2022.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

Housing Authority of the County of Butte
BANYARD BALANCE SHEET
June, 2022

	Cumulative
ASSETS	
Current Assets	
Cash - Unrestricted	228,747.46
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	228,747.46
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.	254,893.07
Total Other Assets	254,893.07
TOTAL ASSETS	483,640.53
LIABILITIES	
Current Liabilities	
Accounts Payable	0.00
Accrued Liabilities - Other	188.69
Total Current Liabilities	188.69
Long-Term Liabilities	
Long-Term Debt Net of Current	0.00
Total Long-Term Liabilities	0.00
TOTAL LIABILITIES	188.69
NET POSITION	
Beginning Net Position	524,593.40
Retained Earnings	-41,141.56
TOTAL NET POSITION	483,451.84
TOTAL LIABILITIES AND NET POSITION	483,640.53

BANYARD-GEN. FUND INCOME STATEMENT

June 30, 2022

YTD %
75.00

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
REVENUES							
Partnership Income	0	1,122	-1,122	5,400	13,460	-8,060	40.12
Investment Income	6	17	-11	60	200	-141	29.75
TOTAL REVENUES	6	1,138	-1,133	5,460	13,660	-8,201	39.97
Audit Fee	460	54	406	460	650	-190	70.77
Corporate Services	3,865	1,250	2,615	22,122	15,000	7,122	147.48
Consulting Fees	0	1,250	-1,250	0	15,000	-15,000	0.00
Legal Expenses	0	417	-417	0	5,000	-5,000	0.00
Misc. Administrative Costs	0	0	0	0	0	0	0.00
Outside Management Fees	0	1,080	-1,080	5,400	12,960	-7,560	41.67
Partnership Losses	0	0	0	0	0	0	0.00
Taxes and Fees	0	43	-43	0	520	-520	0.00
TOTAL EXPENSES	4,325	4,094	230	27,982	49,130	-21,148	56.95
RETAINED EARNINGS	-4,319	-2,956	-1,363	-22,522	-35,470	12,948	63.50

MEMO

Date: August 12, 2022

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) – There currently are six (6) vacancies, as of the 1st of the month. There are two thirty (30) day notices to vacate. Turnover consisted of 3 move-ins and 6 move-outs. AWI, 3rd party property manager, is working on applications and leasing the units. We do anticipate vacancy loss increasing as the new affordable units within the area begin to lease up. Experience and past history have shown that LIHTC households move from older properties to newer properties. AWI breaks down unpaid rents and associated payments by California's Rent Relief Program in their monthly report, as well as Unlawful Detainers in process. The site's three (3) dumpster enclosures, constructed of wood and chain link fencing and slats, are to be replaced. Landscape sprinkler repairs, new

directory signage, and playground equipment are all being looked at for replacement. Parking lot repairs are also in the works. Regulators CTCAC and HUD plan to reinstate actual inspections, post Covid-19 pandemic. Please find AWI's narrative report and financials following. The property's YTD vacancy loss is lower, bringing Total Income YTD above budget at \$49,000+; YTD Expenses are lower than anticipated, bringing the property's NOI higher than budget. The property is subject to repositioning, involving refinancing, capital improvements, and replacements.



Chico Commons July 2022

Separate Variance Report Explaining budget differences and expenditures.

Updates:

Chico Commons currently has six vacancies. Three move-ins and six move-outs during the month of July.

Vacancies:

- **Unit #28** – Unit is market ready. Approved applicant backed out. Next approved applicant move in pending Section 8 inspection.
- **Unit #62** – new move-out. Processing applicants.
- **Unit #2** – new move-out
- **Unit #47** – new move-out
- **Unit #35** – new move-out
- **Unit #15** – new move-out

Upcoming Vacancies:

- **Unit #3** – Termination of Tenancy for criminal and nuisance activity.
- **Unit #10** – Termination of Tenancy for nuisance activity.

Most households have caught up past due balances there are a few that remain past due. 18 August rent payments pending, which includes those listed below.

- **Unit #3; Balance \$8,116** household under eviction.
- **Unit #5; Balance \$2,050** didn't pay July or August rent. Served a 3-day notice.
- **Unit #8; Balance \$3,466** paid July, has not paid August or June. Establishing a payment plan.
- **Unit #10; Balance \$6,433** household under eviction.
- **Unit #14; Balance \$6,072** paying sporadically. Paid June, not July or August. UD will be filed when Notice to Pay or Quit expires.
- **Unit #16; Balance \$5,190** UD will be filed when Notice to Pay or Quit expires
- **Unit #18; Balance \$2,450** making payments
- **Unit #30; Balance \$2,056** didn't pay July and August rent. Will served a 3-day notice.
- **Unit #53; Balance \$1,036** paying current. Older balance

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



Staff gave the playground a fresh new look by adding new bark, replacing damaged railroad ties and painting the border and bench.

The bid to replace the two directory signs has been approved. The down payment has been issued and the vendor is starting the project.

A corrected bid to replace the pop-up sprinklers that are posing a trip hazard is still pending. The landscaper is scheduled to be on site next week to walk the site and provide a new estimate.

Staff is currently working on the 2023 budget and capital items pending bids that will need to be completed before the end of this year.

Chico Commons 549
For the Month Ended July 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 67,808.00	\$ 61,820.00	\$ 5,988.00	\$ 466,990.00	\$ 432,740.00	\$ 34,250.00
Vacancies	(775.00)	(2,472.83)	1,697.83	(12,393.00)	(17,309.83)	4,916.83
Rent Adjustments	(8.48)	(245.83)	237.35	572.46	(1,720.83)	2,293.29
Manager's Unit	(796.00)	(796.00)	0.00	(5,572.00)	(5,572.00)	0.00
Total Tenant Rent	\$ 66,228.52	\$ 58,305.34	\$ 7,923.18	\$ 449,597.46	\$ 408,137.34	\$ 41,460.12
Other Project Income:						
Laundry Income	\$ 732.90	\$ 677.83	\$ 55.07	\$ 4,726.50	\$ 4,744.83	\$ (18.33)
Interest Income	5.72	4.75	.97	32.77	33.25	(.48)
Restricted Reserve Interest Incom	15.22	0.00	15.22	114.34	0.00	114.34
Late Charges	477.00	0.00	477.00	1,486.00	0.00	1,486.00
Other Tenant Income	\$ 85.00	\$ 349.58	\$ (264.58)	\$ 2,590.98	\$ 2,447.08	\$ 143.90
Private Subsidy	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Garage Rent	0.00	0.00	0.00	0.00	0.00	0.00
Bad Debt Recovery	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	5,948.57	0.00	5,948.57
Other Project Income	\$ 1,315.84	\$ 1,032.16	\$ 283.68	\$ 14,899.16	\$ 7,225.16	\$ 7,674.00
Total Project Income	\$ 67,544.36	\$ 59,337.50	\$ 8,206.86	\$ 464,496.62	\$ 415,362.50	\$ 49,134.12
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 23,695.96	\$ 21,872.57	\$ 1,823.39	\$ 116,817.98	\$ 153,108.07	\$ (36,290.09)
Utilities (From Pg 2)	9,326.61	8,643.99	682.62	53,805.01	60,507.99	(6,702.98)
Administrative (From Pg 2)	9,525.59	8,925.24	600.35	55,305.89	62,476.74	(7,170.85)
Taxes & Insurance (From Pg 2)	2,333.33	2,443.58	(110.25)	16,333.33	17,105.08	(771.75)
Other Taxes & Insurance (Fr Page	2,019.09	2,715.50	(696.41)	8,805.72	19,008.50	(10,202.78)
Other Project Expenses	232.42	1,588.33	(1,355.91)	6,139.54	11,118.33	(4,978.79)
Total O&M Expenses	\$ 47,133.00	\$ 46,189.21	\$ 943.79	\$ 257,207.47	\$ 323,324.71	\$ (66,117.24)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 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	\$ 53,317.17	\$ 52,373.38	\$ 943.79	\$ 300,496.66	\$ 366,613.88	\$ (66,117.22)
Net Profit (Loss)	\$ 14,227.19	\$ 6,964.12	\$ 7,263.07	\$ 163,999.96	\$ 48,748.62	\$ 115,251.34

Chico Commons 549
For the Month Ended July 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Cash Flow Items:						
Reserve Transfers	\$ (15.22)	\$ 0.00	\$ (15.22)	\$ (114.34)	\$ 0.00	\$ (114.34)
T & I Transfers	(1,770.50)	0.00	(1,770.50)	(12,392.49)	0.00	(12,392.49)
Operating Acct MMKT - FFB*	(5.22)	0.00	(5.22)	(100,030.28)	0.00	(100,030.28)
Security Deposits Held	1,300.00	0.00	1,300.00	1,300.00	0.00	1,300.00
Authorized Reserve - Other	0.00	(9,801.67)	9,801.67	0.00	(68,611.67)	68,611.67
Tenant Receivables	(12,852.74)	0.00	(12,852.74)	(19,691.13)	0.00	(19,691.13)
Other Receivables	2,517.33	0.00	2,517.33	12,767.33	0.00	12,767.33
Accounts Payable - Trade	1,584.26	0.00	1,584.26	(39,013.65)	0.00	(39,013.65)
Accounts Payable Other	1,008.90	0.00	1,008.90	1,008.90	0.00	1,008.90
Accrued Interest - City of Chico	2,604.17	0.00	2,604.17	18,229.19	0.00	18,229.19
Total Other Cash Flow Items	<u>\$ (5,629.02)</u>	<u>\$ (9,801.67)</u>	<u>\$ 4,172.65</u>	<u>\$ (137,936.47)</u>	<u>\$ (68,611.67)</u>	<u>\$ (69,324.80)</u>
Net Operating Cash Change	<u><u>\$ 8,598.17</u></u>	<u><u>\$ (2,837.55)</u></u>	<u><u>\$ 11,435.72</u></u>	<u><u>\$ 26,063.49</u></u>	<u><u>\$ (19,863.05)</u></u>	<u><u>\$ 45,926.54</u></u>

Cash Accounts	End Balance 1 Year Ago	Current Balance	Change
Operating Acct-FFB	\$ 61,916.16	\$ 87,979.65	\$ 26,063.49
Operating Acct MMKT - FFB*	117,215.39	217,245.67	100,030.28
Tax & Insurance-FFB	2,840.05	15,232.54	12,392.49
Security Acct-FFB	43,775.00	43,775.00	0.00
Reserve Acct-FFB	71,774.45	89,334.86	17,560.41
Reserve Acct - MMKT - FFB*	200,021.06	200,074.99	53.93
Payables & Receivables:			
Accounts Payable - Trade	40,076.71	1,063.06	(39,013.65)
Rents Receivable - Current Tenants	17,872.90	31,032.04	13,159.14
Allowance for Doubtful Accounts	(5,053.99)	0.00	5,053.99
Other Tenant Charges Receivable	479.00	1,957.00	1,478.00

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Maintenance & Operating Expenses:						
Maintenance Payroll	\$ 4,979.21	\$ 4,898.33	\$ 80.88	\$ 20,105.11	\$ 34,288.33	\$ (14,183.22)
Janitorial/Cleaning Supplies	98.42	137.33	(38.91)	341.93	961.33	(619.40)
Plumbing Repairs	0.00	468.17	(468.17)	1,464.40	3,277.17	(1,812.77)
Painting & Decorating	294.05	508.17	(214.12)	1,136.68	3,557.17	(2,420.49)
Repairs & Maintenance - Supply	1,206.21	2,503.25	(1,297.04)	13,597.63	17,522.75	(3,925.12)

Chico Commons 549
For the Month Ended July 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Repairs & Maintenance - Contract	\$ 8,260.88	\$ 1,570.58	\$ 6,690.30	\$ 25,841.83	\$ 10,994.08	\$ 14,847.75
Grounds Maintenance	2,300.00	1,552.25	747.75	13,750.00	10,865.75	2,884.25
Pest Control Service	45.00	695.08	(650.08)	3,710.00	4,865.58	(1,155.58)
Fire/Alarm Services	760.45	579.33	181.12	2,015.91	4,055.33	(2,039.42)
Capital Improvements - Other	1,501.52	5,588.58	(4,087.06)	12,978.33	39,120.08	(26,141.75)
Capital Improvements - Flooring	2,763.57	1,650.00	1,113.57	11,868.37	11,550.00	318.37
Capital Improvements - Appliance	898.65	937.50	(38.85)	8,095.49	6,562.50	1,532.99
Carpet Cleaning	400.00	41.33	358.67	900.00	289.33	610.67
HVAC Repairs	188.00	651.08	(463.08)	663.00	4,557.58	(3,894.58)
Cable Service	0.00	49.92	(49.92)	349.30	349.42	(.12)
Tenant Services	0.00	41.67	(41.67)	0.00	291.67	(291.67)
Total Maint. & Operating Exp.	\$ 23,695.96	\$ 21,872.57	\$ 1,823.39	\$ 116,817.98	\$ 153,108.07	\$ (36,290.09)
Utilities:						
Electricity	\$ 823.09	\$ 584.58	\$ 238.51	\$ 4,538.80	\$ 4,092.08	\$ 446.72
Water	3,734.38	2,746.08	988.30	16,283.35	19,222.58	(2,939.23)
Sewer	1,654.56	1,654.58	(.02)	11,581.92	11,582.08	(.16)
Heating Fuel/Other	1,521.68	1,643.08	(121.40)	10,713.20	11,501.58	(788.38)
Garbage & Trash Removal	1,592.90	2,015.67	(422.77)	10,687.74	14,109.67	(3,421.93)
Total Utilities	\$ 9,326.61	\$ 8,643.99	\$ 682.62	\$ 53,805.01	\$ 60,507.99	\$ (6,702.98)
Administrative:						
Manager's Salary	\$ 4,915.69	\$ 3,587.33	\$ 1,328.36	\$ 24,520.24	\$ 25,111.33	\$ (591.09)
Management Fees	3,240.00	3,240.00	0.00	22,680.00	22,680.00	0.00
Bad Debt Expense	0.00	625.00	(625.00)	(172.00)	4,375.00	(4,547.00)
Auditing	625.00	625.00	0.00	4,375.00	4,375.00	0.00
Legal	744.90	833.33	(88.43)	3,902.65	5,833.33	(1,930.68)
Other Administrative Expenses	0.00	14.58	(14.58)	0.00	102.08	(102.08)
Total Administrative Expense	\$ 9,525.59	\$ 8,925.24	\$ 600.35	\$ 55,305.89	\$ 62,476.74	\$ (7,170.85)
Taxes & Insurance Reserve For:						
Real Estate Taxes	\$ 0.00	\$ 110.25	\$ (110.25)	\$ 0.00	\$ 771.75	\$ (771.75)
Property Insurance	2,333.33	2,333.33	0.00	16,333.33	16,333.33	0.00
Total Taxes & Insurance Expense	\$ 2,333.33	\$ 2,443.58	\$ (110.25)	\$ 16,333.33	\$ 17,105.08	\$ (771.75)
Other Taxes & Insurance:						
Payroll Taxes	\$ 753.44	\$ 738.42	\$ 15.02	\$ 4,127.29	\$ 5,168.92	\$ (1,041.63)
Other Taxes, Fees & Permits	347.00	192.00	155.00	1,848.75	1,344.00	504.75
Bond Premiums	349.00	73.25	275.75	349.00	512.75	(163.75)
Worker's Compensation Insurance	407.22	835.33	(428.11)	1,936.29	5,847.33	(3,911.04)
Personnel Medical Insurance	162.43	876.50	(714.07)	544.39	6,135.50	(5,591.11)
Total Other Taxes & Insurance	\$ 2,019.09	\$ 2,715.50	\$ (696.41)	\$ 8,805.72	\$ 19,008.50	\$ (10,202.78)

Chico Commons 549
For the Month Ended July 31, 2022
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Other Project Expenses						
Telephone & Answering Service	\$ 69.00	\$ 164.75	\$ (95.75)	\$ 1,560.72	\$ 1,153.25	\$ 407.47
Internet Service	0.00	144.83	(144.83)	949.23	1,013.83	(64.60)
Advertising	0.00	54.17	(54.17)	0.00	379.17	(379.17)
Water/Coffee Service	0.00	0.00	0.00	12.10	0.00	12.10
Office Supplies & Expense	0.00	221.00	(221.00)	1,685.19	1,547.00	138.19
Postage	11.16	82.08	(70.92)	682.07	574.58	107.49
Toner/Copier Expense	0.00	188.08	(188.08)	777.05	1,316.58	(539.53)
Office Furniture & Equipment Expe	0.00	500.00	(500.00)	0.00	3,500.00	(3,500.00)
Travel & Promotion	107.80	70.92	36.88	129.80	496.42	(366.62)
Training Expense	44.46	62.50	(18.04)	225.38	437.50	(212.12)
Credit Checking	0.00	100.00	(100.00)	118.00	700.00	(582.00)
Total Other Project Expenses	\$ 232.42	\$ 1,588.33	\$ (1,355.91)	\$ 6,139.54	\$ 11,118.33	\$ (4,978.79)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 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 Expenses	<u>\$ 53,317.17</u>	<u>\$ 52,373.38</u>	<u>\$ 943.79</u>	<u>\$ 300,496.66</u>	<u>\$ 366,613.88</u>	<u>\$ (66,117.22)</u>
Authorized Reserve - Other	\$ 0.00	\$ 9,801.67	\$ (9,801.67)	\$ 0.00	\$ 68,611.67	\$ (68,611.67)
Total Authorized Reserves	<u>\$ 0.00</u>	<u>\$ 9,801.67</u>	<u>\$ (9,801.67)</u>	<u>\$ 0.00</u>	<u>\$ 68,611.67</u>	<u>\$ (68,611.67)</u>

August 12, 2022

MEMO

To: Banyard Management Board of Directors

From: Ed Mayer, President
Hope Stone, CFO

Subject: Resolution No 22-2B
FY 2023 Banyard Management Operating Budget

The Resolution adopting the FY 2023 Banyard Management General Fund Operating Budget is attached for review and approval.

Banyard Management contracts with the Housing Authority for the performance of:

- Corporate services in administering the affairs of Banyard Management;
- Managing General Partner (MGP) duties associated with the Chico Commons Limited Partnership, owner of the Chico Commons Apartments, Chico; and,
- Extraordinary Services related to the making of extraordinary capital improvements to the Chico Commons Apartments beyond those included in the third party management Operations Budget, and planned repositioning of the asset.

This year, \$100,000 was again budgeted for Extraordinary Services, to compensate the HACB for asset repositioning. While budgeted for two years now, agency response to the 2018 Camp Fire Disaster under COVID-19 pandemic protocols has delayed implementation of the re-financing and improvements planned for the Chico Commons Apartments. Legal and Consulting were budgeted as placeholder for this same purpose.

The Outside Management Fees expense is a “pass-through” of MGP fees received from Chico Commons LP.

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, as such, is not recognized as Revenue on the Income Statement. Last year’s cash distribution was \$22,021.

The excess cash balance at the beginning of FY 2023 is estimated to be \$230,000, more than enough to address anticipated expenses.

Recommendation: adoption of Resolution No. 22-2B

BANYARD MANAGEMENT

RESOLUTION NO. 22-2B

APPROVAL OF BANYARD MANAGEMENT OPERATING BUDGET FOR F/Y 2023

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 2023, extending from October 1, 2022 through September 30, 2023, such Operating Budget attached to and made a part of this Resolution No. 22-2B.

Dated: August 18, 2022.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

BANYARD MANAGEMENT
PROPOSED OPERATING BUDGET
October 1, 2022 to September 30, 2023

	2023 Proposed Budget	2022 Approved Budget	2022 Estimated to FYE	<u>Notes</u>
REVENUE				
Investment income	100	100	120	bank acct interest
Partnership Income	14,460	14,460	10,800	Chico Commons MGP Fee/LP gains
TOTAL REVENUE	14,560	14,560	10,920	
EXPENSES				
Audit Fee	1,100	1,100	920	
Corporate Services	115,000	115,000	44,244	Corp. & extraordinary services paid to HACB
Consulting Fees	25,000	25,000	0	Placeholder for new deals & refinancing
Legal Expenses	10,000	10,000	0	Placeholder for new deals & refinancing
Misc. Admin. Expenses	500	500	0	Misc.
Outside Management Fees	12,960	12,960	10,800	MGP services paid to HACB
Partnership Losses	0	0	0	
Taxes and Fees	20	20	0	CA filing fees
TOTAL EXPENSES	164,580	164,580	55,964	
NET INCOME	-150,020	-150,020	-45,044	
LP Distributions	20,000	20,000	22,000	Chico Commons excess cash
Net Cash Flow	-130,020	-130,020	-23,044	

Cash on Hand 6/30/2022

\$ 228,747