

BUTTE COUNTY AFFORDABLE HOUSING
DEVELOPMENT CORPORATION

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING AGENDA

November 18, 2021
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.

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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. 21-22C

ITEMS OF BUSINESS

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

- 3.1 Minutes of Meeting on August 18, 2021
Minutes of Special Meeting on September 16, 2021
Minutes of Special Meeting on October 21, 2021
- 3.2 BCAHDC – Financial Report
- 3.3 Tax Credit Report
- 4. CORRESPONDENCE
- 5. REPORTS FROM PRESIDENT
 - 5.1 Walker Commons Budget – Adoption of FY2022 Walker Commons Budget.

Recommendation: Resolution No. 21-22C
 - 5.2 1200 Park Avenue Budget – Adoption of FY2022 1200 Park Avenue Budget.

Recommendation: Resolution No. 21-23C
 - 5.3 Gridley Springs I Budget – Adoption of FY2022 Gridley Springs I Budget.

Recommendation: Resolution No. 21-24C
 - 5.4 Bar Triangle Apartments, Chico – Development MOU with Central California Housing Corporation (CCHC).

Recommendation: Resolution No. 21-25C
 - 5.5 Development Activity – Status Review

Recommendation: Information/Discussion
- 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 – February 17, 2022

13. ADJOURNMENT

**BUTTE COUNTY AFFORDABLE HOUSING
DEVELOPMENT CORPORATION**

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

August 19, 2021

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:10 p.m.

The meeting was noticed pursuant to State Public Health COVID-19 pandemic health directives as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, providing for Brown Act exceptions, in observing "social distancing" protocols, to be conducted via teleconference, web-conference, and in person. Though the State directives were lifted on June 15, 2021, the meeting was conducted via teleconference, web-conference and in person, as noticed.

1. ROLL CALL

Present for the Directors: Charles Alford, Kate Anderson, Theresa Ayers, Larry Hamman, Laura Moravec, Rich Ober and David Pittman. Directors Anderson, Ayers and Ober attended by means of web-conference.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Anderson moved that the Consent Calendar be accepted as presented. Director Ober seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Butte County Affordable Housing Development Corporation (BCAHDC) Budget – The FY2022 BCAHDC budget was presented for approval. This year \$200,000 is budgeted for extraordinary services to reimburse HACB for development and new partnership negotiations. Consulting fees and legal expenses are also budgeted due to repositioning activities relating to Walker Commons LP and 1200 Park Avenue LP, as well as potential new development deals. The excess cash balance is estimated to be about \$1.1 million.

RESOLUTION

Director Hamman moved that Resolution No. 21-17C be adopted by reading of title only: “APPROVAL OF BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION OPERATING BUDGET FOR F/Y 2022. Director Anderson seconded. The vote in favor was unanimous

- 5.2 Strategic Asset Plan – Executive Director Mayer indicated that next month the HACB will bring forward for consideration a plan on how to advance the repositioning of the Walker Commons Apartments, Chico Commons Apartments and 1200 Park Avenue Apartments, all in Chico. The HACB is Investor Limited Partner (ILP) in the three tax-credit regulated properties. Its two instrumentalities, Banyard Management and BCAHDC, will consider retaining the California Affordable Housing Agency (CalAHA) to reposition the three properties. CalAHA will complete a renovation/refinancing plan for consideration by the respective owning partnerships, including HACB as ILP, BCAHDC and Banyard Management as Managing General Partners, and the partnership’s lenders.
- 5.3 Development Activity – Executive Director provided an update regarding the current development activity in the area, including a spreadsheet that identifies all current known affordable housing development projects in Butte and Glenn Counties; five projects have closed to date.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM DIRECTORS

None.

10. MATTERS INITIATED BY DIRECTORS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

Next Meeting – November 18, 2021.

13. ADJOURNMENT

Director Anderson moved that the meeting be adjourned. Director Ober seconded. The meeting was adjourned at 2:21 p.m.

Dated: August 19, 2021.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

BUTTE COUNTY AFFORDABLE
HOUSING DEVELOPMENT CORPORATION

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

**SPECIAL MEETING
MEETING MINUTES**

September 16, 2021

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:57 p.m.

The meeting was noticed pursuant to State Public Health COVID-19 pandemic health directives as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, providing for Brown Act exceptions, in observing "social distancing" protocols, to be conducted via teleconference, web-conference, and in person. Though the State directives were lifted on June 15, 2021, the meeting was conducted via teleconference, web-conference and in person, as noticed.

1. ROLL CALL

Present for the Directors: Charles Alford, Theresa Ayers, Laura Moravec, Rich Ober, and David Pittman. Directors Ayers and Moravec attended by means of web-conference.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Orchard View Apartments, Gridley – The Memorandum of Agreement outlines BCAHDC’s role in the development partnership with Pacific West Communities (PWC). BCAHDC is already in partnership with PWC with multiple deals throughout Butte and Glenn County. This proposed MOA between BCAHDC and PWC is for development of a 48-unit affordable low-income housing project serving families in Gridley. Similar to the other development partnerships with PWC, this development provides BCAHDC with 10% of the Developer Fee and ongoing Managing General Partner fees.

RESOLUTION NO. 21-18C

Director Alford moved that Resolution No. 21-18C be adopted by reading of title only: “MEMORANDUM OF AGREEMENT WITH PACIFIC WEST COMMUNITIES FOR DEVELOPMENT AND OPERATION OF ORCHARD VIEW APARTMENTS PHASE I, GRIDLEY”. Director Pittman seconded. The vote in favor was unanimous.

- 5.2 Oleander Community Apartments, Chico – The Memorandum of Agreement outlines BCAHDC’s role in the development partnership with Pacific West Communities (PWC). The proposed MOA between BCAHDC and PWC would be for development of a 38-unit affordable low-income housing development that would serve formerly homeless and special needs households in Chico. The project will be located off the Esplanade on the former Regal Inn site.

RESOLUTION NO. 21-19C

Director Moravec moved that Resolution No. 21-19C be adopted by reading of title only: “MEMORANDUM OF AGREEMENT WITH PACIFIC WEST COMMUNITIES FOR DEVELOPMENT AND OPERATION OF OLEANDER COMMUNITY APARTMENTS, CHICO”. Director Pittman seconded. The vote in favor was unanimous.

- 5.3 Strategic Asset Plan – California Affordable Housing Agency (CalAHA) has provided a proposal to BCAHDC that addresses the repositioning needs of Walker Commons Apartments and 1200 Park Avenue Apartments, it is recommended that BCAHDC, along with HACB’s other instrumentality, Banyard Management, retain CalAHA to reposition its properties. CalAHA will complete a renovation/refinancing plan for consideration by the respective owning partnerships, which would include HACB as ILP, BCAHDC and Banyard Management as Managing General Partners, and the partnerships’ lenders.

RESOLUTION NO. 21-20C

Director Pittman moved that Resolution No. 21-20C be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO AGREEMENT WITH CALIFORNIA AFFORDABLE HOUSING AGENCY FOR PHYSICAL AND FINANCIAL REPOSITIONING OF 1200 PARK AVENUE APARTMENTS AND WALKER COMMONS APARTMENTS, CHICO”. Director Alford 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 DIRECTORS

None.

10. MATTERS INITIATED BY DIRECTORS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

Next Meeting – November 18, 2021.

13. ADJOURNMENT

Director Pittman moved that the meeting be adjourned. Director Ober seconded. The meeting was adjourned at 3:08 p.m.

Dated: September 16, 2021.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

BUTTE COUNTY AFFORDABLE
HOUSING DEVELOPMENT CORPORATION

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

**SPECIAL MEETING
MEETING MINUTES**

October 21, 2021

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:51 p.m.

The meeting was noticed pursuant to State Public Health COVID-19 pandemic health directives as authorized by Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, providing for Brown Act exceptions, in observing "social distancing" protocols, to be conducted via teleconference, web-conference, and in person. Though the State directives were lifted on June 15, 2021, the meeting was conducted via teleconference, web-conference and in person, as noticed.

1. ROLL CALL

Present for the Directors: Charles Alford, Kate Anderson, Laura Moravec, Rich Ober, and David Pittman. Directors Anderson and Ober attended by means of web-conference.

Others Present: President Edward Mayer, Chief Financial Officer Hope Stone, Secretary Marysol Perez, Larry Guanzon, Tamra Young, and Jerry Martin; all in person with the exception of President Edward Mayer, who attended by web-conference.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Harvest Park Budget – The proposed operating budget for Chico Harvest Park LP was presented for approval. The budget was prepared by WINN Residential, third party property manager, with Administrative General Partner, Central California Housing Corporation (CCHC), and HACB staff input on behalf of BCAHDC, acting as Managing General Partner. The budget is balanced and routine. Vacancy loss is projected at 1.00%, to allow for turnovers. Capital expenditures for the year include tree trimming, flooring replacement and appliance replacements. The budget is presented and recommended for adoption now because the budget needs to be delivered to the Investor Limited Partner by November 1st, to be effective January 1st, 2022.

RESOLUTION NO. 21-21C

Director Alford moved that Resolution No. 21-21C be adopted by reading of title only: “APPROVAL OF THE FISCAL YEAR 2022 OPERATING BUDGET FOR HARVEST PARK APARTMENTS, CHICO, CA”. Director Pittman 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 DIRECTORS

None.

10. MATTERS INITIATED BY DIRECTORS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR’S CALENDAR

Next Meeting – November 18, 2021.

13. ADJOURNMENT

Director Anderson moved that the meeting be adjourned. Director Moravec seconded. The meeting was adjourned at 2:59 p.m.

Dated: October 21, 2021.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

Housing Authority of the County of Butte
BCAHDC GENERAL FUND BALANCE SHEET
September, 2021

	Cumulative
ASSETS	
Current Assets	
Cash - Unrestricted	1,097,775.01
Cash - Tenant Security Deposits	0.00
Accounts Receivable	32,106.67
Investments - Unrestricted	0.00
Investments - Restricted	0.00
Inventories	0.00
Interprogram Due From Cordillera	0.00
Total Current Assets	1,129,881.68
Fixed Assets	
Fixed Assets & Accumulated Depreciation	0.00
Total Fixed Assets	0.00
Other Assets	
Other Assets & Prepaid Expenses	0.00
Organizational Costs, Net of Amortizatio	0.00
Note Receivable - Chico Valley View Part	0.00
Investment in 1200 Park Avenue, L.P.	-605.00
Investment in Chico Harvest Park, L.P.	-245.00
Investment in DHI-Gridley Springs, L.P.	37.00
Investment in Walker Commons, L.P.	1,475.11
Total Other Assets	662.11
TOTAL ASSETS	1,130,543.79
LIABILITIES	
Current Liabilities	
Accounts Payable	8,116.18
Accrued Liabilities	0.00
Interprogram Due To Cordillera	0.00
Accrued Fees due to HACB	71,854.90
Tenant Security Deposits	0.00
CVVP Interest Reserves	0.00
Total Current Liabilities	79,971.08
Long-Term Liabilities	
Long-Term Debt Net of Current	0.00
Total Long-Term Liabilities	0.00
TOTAL LIABILITIES	79,971.08
NET POSITION	
Beginning Net Position	1,039,168.68
Retained Earnings	11,404.03
TOTAL NET POSITION	1,050,572.71
TOTAL LIABILITIES AND NET POSITION	1,130,543.79

BCAHDC-GENERAL FUND INCOME STATEMENT
September 30, 2021

YTD %
100.00

	Month to Date			Year to Date			% used
	Actual	Budget	Remaining	Actual	Budget	Remaining	
REVENUES							
Investment Income	45	125	-80	515	1,500	-985	34.34
Misc. Income	0	8	-8	2	100	-98	2.31
Partnership Fees	3,227	3,222	5	140,885	38,668	102,217	364.34
Gain/Loss on Asset	0	0	0	0	0	0	0.00
TOTAL REVENUES	3,272	3,356	-83	141,402	40,268	101,134	351.15
Audit and Accounting Fees	0	271	-271	4,365	3,255	1,110	134.09
Corporate Services	4,700	1,542	3,159	78,558	18,500	60,058	424.64
Consulting Fees	0	3,333	-3,333	0	40,000	-40,000	0.00
Legal Expenses	0	2,500	-2,500	5,791	30,000	-24,209	19.30
Misc. Administrative Expenses	0	83	-83	376	1,000	-624	37.63
Outside Management Fees	3,392	3,392	0	40,700	40,700	0	100.00
Partnership Losses	0	8	-8	58	100	-42	57.83
Taxes and Fees	0	7	-7	150	80	70	187.50
Contributions & Donations	0	0	0	0	0	0	0.00
TOTAL EXPENSES	8,092	11,136	-3,044	129,998	133,635	-3,637	97.28
RETAINED EARNINGS	-4,820	-7,781	2,961	11,404	-93,367	104,771	-12.21

MEMO

Date: November 10, 2021

To: BCAHDC Board of Directors

From: Larry Guanzon, HACB Deputy Executive Director

Subject: Status Report – LIHTC Properties

- Walker Commons Apartments, Chico (56 units, LIHTC, senior/disabled)
- Gridley Springs I Apartments, Gridley (32 units, LIHTC, family)
- 1200 Park Avenue Apartments, Chico (107 units, LIHTC, senior)
- Harvest Park Apartments, Chico (90 units, LIHTC, family)

Walker Commons, and 1200 Park Ave. Apartments, Chico, please also see monthly reports provided by the property manager, AWI, following this memo. Property manager Winn Residential provides monthly reports for Harvest Park Apts., Chico; and Sackett Corporation for Gridley Springs I Apts., Gridley, following this memo.



Walker Commons Apartments, Chico (56 units, LIHTC, Senior & Disabled, MGP: BCAHDC, PM: AWI) – The property has zero (0) vacancy as of the beginning of the month. There was no turnover for the month of October. There are no thirty (30) day notices to vacate as of this memo. *100% of the rent was collected for October & November.* The complex is continuing to observe COVID-19 Stage 2 protocols. The

complex parking lot was cleaned and re-stripped last month and looks great. There were several areas of the exterior of the buildings where we had water intrusion; these areas are being repaired. The gutters, downspouts and fascia boards will be replaced in 2022. Please find the AWI monthly owners report following, as well as a brief property narrative provided by AWI. This property is subject to repositioning, involving refinancing, capital improvements and replacements. CalAHA has been retained to provide repositioning capacity, and will start the work with completion of Investment Grade Physical Needs Assessment of the property. The property is generating significant amounts of surplus cash, which will help with renovations, but which aggravate HACB's Investor Limited Partner Capital Account.

Gridley Springs I Apartments, Gridley (32 units, LIHTC, Family, MGP: BCAHDC, PM: Sackett Corporation) – There continues to be zero (0) vacancies reported by Sackett Corporation as of the beginning of the month. There are no thirty (30) day notices to vacate. Please find Sackett Corporation's Owner's report, following.



1200 Park Avenue Apartments, Chico (107 units, LIHTC, Senior, MGP: BCAHDC, PM: AWI) – This property currently has three (3) vacancies. Two move-ins and one move-out occurred during the month of October, which AWI outlines in their monthly narrative. There is one (1) thirty notice to vacate due to a lease termination for nuisance conduct. There were five (5) households who did not pay rent for the month of October and November. We received payment from CAA for one resident. The remaining balance is being applied for through the Rent Relief Assistance Program. The remaining unpaid rent for November is being followed up by AWI staff. There was an update to the legal complaint that was filed by a resident against property manager AWI, the property owner, and BCAHDC, regarding a laundry room incident at the property, as well as other allegations. Our insured attorney provided a detailed report; we do expect a trial in the future. Christy Crux, the new on-site manager continues to work in her new role as she familiarizing herself with the property. AWI did hire a part-time assistant manager to

help fill in 20 hours a week. The flat roofs assessment has been completed, with replacements still hindered by weather and Covid-19 related contractor scheduling. Pigeon abatement, replacement of elevator floors, and striping of the parking garages are all in the works with bids and or completion. The fire/alarm sprinkler inspections have again been delayed due to parts for the two heat sensors being on back order. The exterior windows were cleaned and tree trimming is also being scheduled. The Passages senior services program, associated with CSU Chico, is working with AWI to put together a program of supportive services to help with the needs of the building's senior households, but again, due to the COVID-19 pandemic, this has been on hold. Since the move of the Jesus Center; homeless activity has decreased significantly. *The property insurance annual cost has risen from \$25,000 to \$68,000 per year, with the majority of the increase being the loss runs of the property associated with the incident in the laundry room..* Please find AWI's monthly financials and property manager monthly narrative following. Irene Alvarez, our new AWI regional manager, is continuing to familiarize herself with the property. The property is subject to repositioning, involving refinancing and capital improvements and replacements. CalAHA has been retained to provide repositioning capacity, and will start the work with completion of Investment Grade Physical Needs Assessment of the property.



Harvest Park Apartments, Chico (90 units, LIHTC, Family, MGP: BCAHDC, PM Winn Residential) – Harvest Park currently has two (2) vacancies. There is unpaid rent in various

units due to COVID-19, and or job loss. We continue to follow up with property manager WINN Residential, as they are also waiting for California Rent Relief Program funds to be paid on behalf of the delinquent rent households. This is a function of households taking advantage of COVID-19 eviction forbearance and mis-understandings about how COVID-19 rent reconciliation functions. The property continues operations per budget. Please find WINN Residential Owner's Report following.

Walker Commons October 2021



Separate Variance Report Explaining budget differences and expenditures.

Updates:

Walker Commons is currently 100% occupied. No move-outs or move in's during the month of October.

No notices to vacate or termination in process.

100% of October rent was collected. 100% of November rent was collected.

The cleaning and striping of the parking areas has been completed and looks great.

The rain gutters and downspouts throughout the property are in disrepair and with the rains here we are making repairs to get us through the winter

Staff is currently seeking estimates to repair the ADA sidewalks on the south side parking lot and near the office.

Year-end spending;

- Flooring in laundry has been scheduled
- 4 dryers
- New stove & range hood for community room
- Two Computers & new work station
- Removal of tree on the south side parking lot.

Staff will be purchasing a nice sofa, two chairs and two side tables make the community room more welcoming to our residents.

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

AWI Management Corporation is an Equal Opportunity provider.



Walker Commons 550
For the Month Ended October 31, 2021
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 42,616.00	\$ 38,003.67	\$ 4,612.33	\$ 423,428.00	\$ 380,036.67	\$ 43,391.33
Vacancies	0.00	(760.08)	760.08	(3,122.81)	(7,600.83)	4,478.02
Rent Adjustments	0.00	(39.58)	39.58	(2,433.24)	(395.83)	(2,037.41)
Manager's Unit	(704.00)	(699.00)	(5.00)	(7,040.00)	(6,990.00)	(50.00)
Total Tenant Rent	\$ 41,912.00	\$ 36,505.01	\$ 5,406.99	\$ 410,831.95	\$ 365,050.01	\$ 45,781.94
Other Project Income:						
Laundry Income	\$ 748.35	\$ 165.58	\$ 582.77	\$ 2,410.93	\$ 1,655.83	\$ 755.10
Interest Income	2.85	0.00	2.85	57.29	0.00	57.29
Restricted Reserve Interest Income	21.28	0.00	21.28	197.80	0.00	197.80
Other Tenant Income	\$ 0.00	\$ 112.33	\$ (112.33)	\$ 1,847.25	\$ 1,123.33	\$ 723.92
Miscellaneous Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 563.03	\$ 0.00	\$ 563.03
Other Project Income	\$ 772.48	\$ 277.91	\$ 494.57	\$ 5,076.30	\$ 2,779.16	\$ 2,297.14
Total Project Income	\$ 42,684.48	\$ 36,782.92	\$ 5,901.56	\$ 415,908.25	\$ 367,829.17	\$ 48,079.08
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 7,332.95	\$ 11,057.90	\$ (3,724.95)	\$ 86,938.65	\$ 110,579.15	\$ (23,640.50)
Utilities (From Pg 2)	3,304.32	3,257.50	46.82	32,357.16	32,575.00	(217.84)
Administrative (From Pg 2)	6,046.00	6,426.42	(380.42)	63,816.09	64,264.17	(448.08)
Taxes & Insurance (From Pg 2)	1,009.67	1,020.25	(10.58)	11,929.34	10,202.50	1,726.84
Other Taxes & Insurance (Fr Page 2)	2,215.33	3,034.93	(819.60)	22,916.15	30,349.18	(7,433.03)
Other Project Expenses	745.18	865.50	(120.32)	7,937.41	8,655.00	(717.59)
Total O&M Expenses	\$ 20,653.45	\$ 25,662.50	\$ (5,009.05)	\$ 225,894.80	\$ 256,625.00	\$ (30,730.20)
Mortgage & Owner's Expense						
Mortgage Payment	\$ 1,250.00	\$ 1,250.00	\$ 0.00	\$ 12,500.00	\$ 12,500.00	\$ 0.00
Reporting / Partner Management F	\$ 625.00	\$ 625.00	\$ 0.00	\$ 6,250.00	\$ 6,250.00	\$ 0.00
Transfer - Reserves	933.34	933.33	.01	9,333.40	9,333.33	.07
Total Mortgage & Owner's Exp.	\$ 2,808.34	\$ 2,808.33	\$.01	\$ 28,083.40	\$ 28,083.33	\$.07
Total Project Expenses	\$ 23,461.79	\$ 28,470.83	\$ (5,009.04)	\$ 253,978.20	\$ 284,708.33	\$ (30,730.13)
Net Profit (Loss)	\$ 19,222.69	\$ 8,312.09	\$ 10,910.60	\$ 161,930.05	\$ 83,120.84	\$ 78,809.21
Other Cash Flow Items:						
Reserve Transfers	\$ (21.28)	\$ 0.00	\$ (21.28)	\$ (100,197.80)	\$ 0.00	\$ (100,197.80)

Park Avenue Apartments October 2021



Separate Variance Report Explaining budget differences and expenditures.

Updates:

1200 Park Avenue currently has 3 vacancies. Two move-ins and one move-out during the month of October. 1200 Park Avenue has been very busy filling vacancies and screening applicants.

- Unit #237 has serious smoke damage. The walls were cleaned, an ozone machine was utilized to reduce the smell and two coats of primer has been applied. Full paint, flooring, all appliances and many replacement items needed.
- Unit #137 lock out on 09/01/21, the unit turn was delayed due to all personal items left behind. Bringing in additional help to turn unit.
- Unit # 324 new move out.

Upcoming Vacancies:

- Unit #233. Termination for nuisance conduct.

One October rent payment still outstanding:

Unit #207; Balance \$3,250.050. A CAA of Butte County check for \$2,126.50 has been received and posted. Resident applied for the rent relief assistance program for the remaining balance.



To date in November, 4 rent payment are outstanding. Staff is following up to collect this month.

The fire alarm/sprinkler inspection has been delayed for the 4th time due to parts (two heat Sensors) on back order. Staff continues to follow up regularly on the parts needed and per an email last week the ETA ship date is November 15, 2021.

The cleaning of all exterior windows and common areas has been completed and the tree trimming has been scheduled.

1200 Park Avenue recently hired a part-time assistant manager to work 20hrs per week her name is Yovanna Vazquez and she is currently in training.

Park Avenue 569
For the Month Ended October 31, 2021
Statement of Income & Cash Flow

	Current Activity	Current Budget	Current Variance	YTD Activity	YTD Budget	YTD Variance
Rental Income						
Gross Rents	\$ 80,796.00	\$ 75,247.00	\$ 5,549.00	\$ 795,061.50	\$ 752,470.00	\$ 42,591.50
Vacancies	(2,582.00)	(1,504.92)	(1,077.08)	(21,273.64)	(15,049.17)	(6,224.47)
Rent Adjustments	(295.65)	0.00	(295.65)	(874.74)	0.00	(874.74)
Manager's Unit	(856.00)	(780.00)	(76.00)	(8,560.00)	(7,800.00)	(760.00)
Total Tenant Rent	<u>\$ 77,062.35</u>	<u>\$ 72,962.08</u>	<u>\$ 4,100.27</u>	<u>\$ 764,353.12</u>	<u>\$ 729,620.83</u>	<u>\$ 34,732.29</u>
Other Project Income:						
Laundry Income	\$ 1,500.00	\$ 1,000.00	\$ 500.00	\$ 7,000.00	\$ 10,000.00	\$ (3,000.00)
Interest Income	.96	0.00	.96	13.40	0.00	13.40
Restricted Reserve Interest Incom	9.20	7.25	1.95	93.91	72.50	21.41
Other Tenant Income	\$ 404.19	\$ 365.41	\$ 38.78	\$ 4,748.74	\$ 3,654.16	\$ 1,094.58
Miscellaneous Income	\$ 0.00	\$ 12.50	\$ (12.50)	\$ 104.29	\$ 125.00	\$ (20.71)
Other Project Income	<u>\$ 1,914.35</u>	<u>\$ 1,385.16</u>	<u>\$ 529.19</u>	<u>\$ 11,960.34</u>	<u>\$ 13,851.66</u>	<u>\$ (1,891.32)</u>
Total Project Income	<u><u>\$ 78,976.70</u></u>	<u><u>\$ 74,347.24</u></u>	<u><u>\$ 4,629.46</u></u>	<u><u>\$ 776,313.46</u></u>	<u><u>\$ 743,472.49</u></u>	<u><u>\$ 32,840.97</u></u>
Project Expenses:						
Maint. & Oper. Exp. (Fr Page 2)	\$ 45,774.22	\$ 16,716.58	\$ 29,057.64	\$ 230,133.17	\$ 167,165.83	\$ 62,967.34
Utilities (From Pg 2)	19,955.16	9,314.74	10,640.42	104,624.82	93,147.49	11,477.33
Administrative (From Pg 2)	9,808.23	9,301.00	507.23	103,757.65	93,010.00	10,747.65
Taxes & Insurance (From Pg 2)	2,210.92	2,344.08	(133.16)	22,109.20	23,440.83	(1,331.63)
Other Taxes & Insurance (Fr Page	2,474.46	4,510.92	(2,036.46)	35,855.69	45,109.17	(9,253.48)
Other Project Expenses	1,185.06	1,997.00	(811.94)	15,817.05	19,970.00	(4,152.95)
Total O&M Expenses	<u>\$ 81,408.05</u>	<u>\$ 44,184.32</u>	<u>\$ 37,223.73</u>	<u>\$ 512,297.58</u>	<u>\$ 441,843.32</u>	<u>\$ 70,454.26</u>
Mortgage & Owner's Expense						
Mortgage Payment	\$ 26,242.49	\$ 26,202.00	\$ 40.49	\$ 262,007.86	\$ 262,020.00	\$ (12.14)
Managing General Partner Fees	\$ 1,085.50	\$ 1,085.50	\$ 0.00	\$ 10,778.16	\$ 10,855.00	\$ (76.84)
Transfer - Reserves	2,675.00	2,675.00	0.00	26,750.00	26,750.00	0.00
Total Mortgage & Owner's Exp.	<u>\$ 30,002.99</u>	<u>\$ 29,962.50</u>	<u>\$ 40.49</u>	<u>\$ 299,536.02</u>	<u>\$ 299,625.00</u>	<u>\$ (88.98)</u>
Total Project Expenses	<u><u>\$ 111,411.04</u></u>	<u><u>\$ 74,146.82</u></u>	<u><u>\$ 37,264.22</u></u>	<u><u>\$ 811,833.60</u></u>	<u><u>\$ 741,468.32</u></u>	<u><u>\$ 70,365.28</u></u>
Net Profit (Loss)	<u><u>\$ (32,434.34)</u></u>	<u><u>\$ 200.42</u></u>	<u><u>\$ (32,634.76)</u></u>	<u><u>\$ (35,520.14)</u></u>	<u><u>\$ 2,004.17</u></u>	<u><u>\$ (37,524.31)</u></u>
Other Cash Flow Items:						
Reserve Transfers	\$ (6.90)	\$ 0.00	\$ (6.90)	\$ 7,703.52	\$ 0.00	\$ 7,703.52

Monthly Property Summary Report

75 Harvest Park Court

October 2021



**HARVEST
P A R K**

CHICO, CA.
90 UNITS
TAX CREDIT

MONTHLY PROPERTY SUMMARY REPORT

INCOME AND EXPENSE SUMMARY

- Total Operating Income Actual/Month: **\$81,518.65**
- Total Operating Income Budget/Month: **\$80,941.00**
- Total Operating Income Actual/YTD: **\$792,335.38**
- Total Operating Income Budget/YTD: **\$797,058.00**
- Total Operating Expenses Actual/Month: **\$26,384.31**
- Total Operating Expenses Budget/Month: **\$32,095.33**
- Total Operating Expenses Actual/YTD: **\$345,151.30**
- Total Operating Expenses Budget/YTD: **\$342,667.07**
- Total Net Operating Income Actual/Month: **\$55,134.34**
- Total Net Operating Income Budget/Month: **\$48,845.67**
- Total Net Operating Income Actual/YTD: **\$447,184.08**
- Total Net Operating Income Budget/YTD: **\$454,390.93**

BUDGET VARIANCE REPORT

(Line-Item Variance Report: Expenses Exceeding 10% of budget or \$500 minimum variance.)

October Financials - Expenses Variances					
Month Ending 10/31/2021					
GL / Description	Actual	Budget	Variance	%	Comments:
6330-0000 - Managers Payroll	\$3,756.72	\$2,675.00	(\$1,081.72)	-40.44%	Prior Mgr. Final Payroll/Payout; New Mgr. (Ana Haver) Allocation.
6521-0000 - Grounds Supplies	\$1,225.00	\$75.00	(\$1,150.00)	-1533.33%	Irrigation Repairs, Brush Removal, Debris & Clean-Up.
6548-0000 - Repairs - Contract - Plumbing	\$1,426.69	\$208.00	(\$1,218.69)	-585.91%	Water Leak Repairs, Repair/Install 2" Shark Bite, Shower Valve, Toilet, HWH Inspection.
6586-0000 - Fire and Safety Systems	\$540.00	\$0.00	(\$540.00)	100.00%	05/21; 09/21 Alarm Monitoring Bills.
6562-0000 - Decorator Contract Services	\$1,980.00	\$0.00	(\$1,980.00)	100.00%	Apt. #233 Prep & Paint.
6360-0000 - Telephone	\$1,398.08	\$869.00	(\$529.08)	-60.88%	Comcast, New Horizon, Core & AT&T Invoices - Svc. 10.02.21 - 11.12.21.

SUMMARY OF CAPITAL EXPENSES AND IMPROVEMENTS

YTD Budgeted Capital Improvements / Cash Flow: 2021

YTD Actual Capital Improvements / Cash Flow: 2021

2021 AHDC CAPEX PROJECTS - HARVEST PARK & PARKSIDE TERRACE								
Property/SPM	Capital Project	Vendor	Operating Cash (0002)	Bid	Operating Cash GL Codes	Project Status	Actual Cost	Variance to Budget
Harvest Park	Dryer Duct Cleaning	James Brothers Cleaning		\$ 4,680	1431-0002	Scheduled to begin November 30th; (3) days total 11/30 - 12/2.		\$ 4,680
Ana Haver	Asphalt slurry seal and stripe	American Asphalt		\$ 18,779		10/20 - Work Completed, Site Audit performed by Frank and sent to ownership.		\$ 18,779
Derrek Hammes	Paint all metal rails throughout property	Above the Cut		\$ 8,000		Completed.	\$ 8,000	\$ -
	Computer Lab Computer Replacement	N/A				Equipment is in good shape, no need to replace.	\$ -	\$ -
	Printer	N/A				Equipment is in good shape, no need to replace.	\$ -	\$ -
	Community Room Furniture	N/A				In great shape, no need to replace.	\$ -	\$ -
	Computer Room Upgrades	Completed				Completed. New chair ordered & installed. Completed.		\$ -
	Tree Trimming	Next Year - 2022		\$ -	1415-0002	Remainder of tree trimming to be pushed to 2022. Took place earlier in the year. Rods only trimmed 12 trees and Manger couldn't remember the cost off hand.	\$ -	\$ -
	Bark	Next Year - 2022		\$ -	1415-0002	Remainder of tree trimming to be pushed to 2022 (approx. 50 cu. Ft.). Was installed this year in some planters and playground.	\$ -	\$ -
	Carpet		Annual Budget:	\$ 12,000	1440-0002	Actual YTD:	\$ 1,699	\$ 10,301
	Appliances		Annual Budget:	\$ 6,400	1486-0000	Actual YTD:	\$ 16,112	\$ (9,712)
				\$ 49,859			\$ 25,810	\$ 24,049

Pending Work
Completed Partial / Remainder 2022
Completed
Replacement Items / Ongoing

- YTD Actual Capital Improvements Budgeted \$44,789.54
- YTD Budgeted Capital Improvements Budgeted \$56,546.00

GENERAL PROPERTY ISSUES and HIGHLIGHTS

We ended the month with (2) vacant units; (**0**) Units On-Notice. Both units rented with 11/12/21 MI dates.

In general, we had a drop this financial year and experienced some struggles with maintenance and damaged units due to water intrusion.

Harvest Park - 1649

Budget Comparison

October 31, 2021

	Month Ending 10/31/2021				Year to Date 10/31/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
INCOME									
RENTAL INCOME									
5120-0000 - Rental Income	54,022.00	82,514.00	(28,492.00)	(34.52)	566,081.00	815,432.00	(249,351.00)	(30.57)	980,460.00
5150-0000 - Rental Assistance	23,195.00	0.00	23,195.00	(100.00)	206,076.87	0.00	206,076.87	(100.00)	0.00
5221-0000 - Gain/(Loss) to Lease	5,928.00	0.00	5,928.00	(100.00)	35,149.00	0.00	35,149.00	(100.00)	0.00
TOTAL RENTAL INCOME	83,145.00	82,514.00	631.00	0.76	807,306.87	815,432.00	(8,125.13)	(0.99)	980,460.00
AHDC IS - MISC. INCOME									
5330-0000 - Tenant Services	50.00	0.00	50.00	(100.00)	175.00	75.00	100.00	133.33	75.00
5332-0000 - Application Fees	105.00	70.00	35.00	50.00	315.00	525.00	(210.00)	(40.00)	595.00
5385-0000 - Late/Term Fees	0.00	100.00	(100.00)	(100.00)	0.00	1,000.00	(1,000.00)	(100.00)	1,200.00
5390-0002 - Damages	0.00	425.00	(425.00)	(100.00)	810.00	4,250.00	(3,440.00)	(80.94)	5,100.00
5341-0000 - Cable Revenue	0.00	1,065.00	(1,065.00)	(100.00)	3,467.10	4,260.00	(792.90)	(18.61)	4,260.00
5341-0001 - Contra Cable Revenue	(578.35)	(266.00)	(312.35)	(117.42)	(866.78)	(1,064.00)	197.22	18.53	(1,064.00)
TOTAL MISC. INCOME	(423.35)	1,394.00	(1,817.35)	(130.36)	3,900.32	9,046.00	(5,145.68)	(56.88)	10,166.00
OTHER INCOME									
5493-0000 - Int on Replacement Reserve	0.00	8.00	(8.00)	(100.00)	11.19	80.00	(68.81)	(86.01)	96.00
TOTAL OTHER INCOME	0.00	8.00	(8.00)	(100.00)	11.19	80.00	(68.81)	(86.01)	96.00
VACANCY LOSS/RENTAL LOSS/BAD DEBT									
5218-0000 - Free Rent-Marketing Concession	(100.00)	(150.00)	50.00	33.33	(1,000.00)	(1,500.00)	500.00	33.33	(1,800.00)
5220-0000 - Vacancies Apartment	0.00	(1,097.00)	1,097.00	100.00	(7,137.00)	(10,970.00)	3,833.00	34.94	(13,164.00)
6370-0000 - Bad Debt	0.00	(625.00)	625.00	100.00	0.00	(2,500.00)	2,500.00	100.00	(2,500.00)
6370-0004 - Bad Debt-Miscellaneous	0.00	0.00	0.00	0.00	0.00	(1,500.00)	1,500.00	100.00	(1,500.00)
6330-0002 - Office Manager Rent Free Unit	(1,103.00)	(1,103.00)	0.00	0.00	(10,746.00)	(11,030.00)	284.00	2.57	(13,236.00)
TOTAL VACANCY	(1,203.00)	(2,975.00)	1,772.00	59.56	(18,883.00)	(27,500.00)	8,617.00	31.33	(32,200.00)
TOTAL INCOME	81,518.65	80,941.00	577.65	0.71	792,335.38	797,058.00	(4,722.62)	(0.59)	958,522.00
EXPENSES									
MANAGEMENT FEES									
6320-0000 - Management Fees	3,903.05	4,047.00	143.95	3.55	37,079.01	39,927.00	2,847.99	7.13	48,000.00
TOTAL MANAGEMENT FEES	3,903.05	4,047.00	143.95	3.55	37,079.01	39,927.00	2,847.99	7.13	48,000.00
REAL ESTATE TAXES									
6710-0000 - Taxes Real Estate	13.41	14.00	0.59	4.21	134.08	140.00	5.92	4.22	168.00
6712-0000 - Taxes Other	0.00	0.00	0.00	0.00	385.39	365.00	(20.39)	(5.58)	365.00
TOTAL REAL ESTATE TAXES	13.41	14.00	0.59	4.21	519.47	505.00	(14.47)	(2.86)	533.00
INSURANCE									
6720-0000 - Insurance Property	2,558.33	2,475.00	(83.33)	(3.36)	24,658.81	24,075.00	(583.81)	(2.42)	29,025.00

Harvest Park - 1649

Budget Comparison

October 31, 2021

	Month Ending 10/31/2021				Year to Date 10/31/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
6720-0002 - Franchise Tax - Calif Pnps	0.00	0.00	0.00	0.00	800.00	800.00	0.00	0.00	800.00
TOTAL INSURANCE	2,558.33	2,475.00	(83.33)	(3.36)	25,458.81	24,875.00	(583.81)	(2.34)	29,825.00
UTILITIES EXPENSES									
6430-0000 - Electricity Vacant	0.00	15.00	15.00	100.00	219.73	150.00	(69.73)	(46.48)	170.00
6440-0000 - Gas/Oil Heat Vacant	0.00	5.00	5.00	100.00	87.58	50.00	(37.58)	(75.16)	60.00
6450-0000 - Electricity	808.45	1,600.00	791.55	49.47	8,713.98	15,585.00	6,871.02	44.08	18,585.00
6451-0000 - Water and Sewer	5,288.52	4,768.00	(520.52)	(10.91)	48,725.27	43,445.00	(5,280.27)	(12.15)	51,645.00
6452-0000 - Natural Gas Heat	17.31	250.00	232.69	93.07	1,680.08	1,640.00	(40.08)	(2.44)	2,240.00
6470-0000 - Rubbish Removal	1,209.46	1,043.00	(166.46)	(15.95)	10,464.05	10,430.00	(34.05)	(0.32)	12,516.00
6454-0000 - Utility Processing	44.10	45.00	0.90	2.00	869.58	750.00	(119.58)	(15.94)	840.00
TOTAL UTILITY EXPENSES	7,367.84	7,726.00	358.16	4.63	70,760.27	72,050.00	1,289.73	1.79	86,056.00
PAYROLL									
6310-0000 - Office Payroll	124.40	110.00	(14.40)	(13.09)	1,238.26	1,100.00	(138.26)	(12.56)	1,420.00
6317-0000 - Temporary Services	0.00	0.00	0.00	0.00	7,625.15	0.00	(7,625.15)	(100.00)	0.00
6330-0000 - Managers Payroll	3,756.72	2,675.00	(1,081.72)	(40.43)	32,604.28	30,760.00	(1,844.28)	(5.99)	37,571.00
6539-0000 - Maintenance Payroll General	3,817.24	3,188.00	(629.24)	(19.73)	24,665.28	33,924.00	9,258.72	27.29	42,042.00
6714-0001 - Taxes-Payroll Administrative	265.05	205.00	(60.05)	(29.29)	2,637.95	2,881.00	243.05	8.43	3,402.00
6714-0002 - Taxes-Payroll Maintenance	289.52	244.00	(45.52)	(18.65)	2,312.63	3,121.00	808.37	25.90	3,742.00
6724-0001 - Workers Comp. - Payroll Admin	181.33	176.00	(5.33)	(3.02)	1,797.75	2,024.00	226.25	11.17	2,472.00
6724-0002 - Workers Compensation-Payroll Maintenance	212.86	209.00	(3.86)	(1.84)	2,128.47	2,225.00	96.53	4.33	2,758.00
6726-0001 - Health Ins. & Benefits-Payroll Admin	787.27	1,096.00	308.73	28.16	7,593.33	11,138.00	3,544.67	31.82	13,426.00
6726-0002 - Health Ins. & Benefits-Payroll Maint.	254.70	1,116.00	861.30	77.17	1,512.98	11,276.00	9,763.02	86.58	13,612.00
TOTAL PAYROLL	9,689.09	9,019.00	(670.09)	(7.42)	84,116.08	98,449.00	14,332.92	14.55	120,445.00
OPERATING & MAINTENANCE EXPENSE									
6462-0000 - Exterminating Contract	700.00	1,233.00	533.00	43.22	4,500.00	6,730.00	2,230.00	33.13	7,596.00
6475-0000 - Cable Expense	(280.64)	0.00	280.64	(100.00)	0.00	0.00	0.00	0.00	0.00
6490-0019 - Property Expense Covid19 Coronavirus	0.00	0.00	0.00	0.00	216.20	0.00	(216.20)	(100.00)	0.00
6511-0000 - Security Contract and Repairs	325.73	90.00	(235.73)	(261.92)	1,142.96	900.00	(242.96)	(26.99)	1,080.00
6521-0000 - Grounds Supplies	1,225.00	75.00	(1,150.00)	(1,533.33)	1,452.75	2,770.00	1,317.25	47.55	2,920.00
6522-0000 - Grounds Contract	770.00	1,825.00	1,055.00	57.80	19,890.00	18,250.00	(1,640.00)	(8.98)	21,900.00
6541-0000 - Maintenance Supplies	(1,145.10)	750.00	1,895.10	252.68	17,399.16	7,500.00	(9,899.16)	(131.98)	9,000.00
6545-0000 - Repairs Contract General	(1,261.69)	400.00	1,661.69	415.42	19,890.38	4,000.00	(15,890.38)	(397.25)	4,800.00
6546-0000 - Repairs Contract Electric	0.00	200.00	200.00	100.00	0.00	800.00	800.00	100.00	800.00
6547-0000 - Repairs - Contract - HVAC	0.00	0.00	0.00	0.00	754.00	1,500.00	746.00	49.73	1,500.00
6548-0000 - Repairs - Contract - Plumbing	1,426.69	208.00	(1,218.69)	(585.90)	4,853.48	2,360.00	(2,493.48)	(105.65)	2,776.00
6552-0000 - Uniforms	0.00	250.00	250.00	100.00	300.63	500.00	199.37	39.87	500.00
6580-0000 - Maintenance Equipment Expense	0.00	0.00	0.00	0.00	0.00	829.97	829.97	100.00	829.97
6581-0000 - Appliance Repair	348.37	210.00	(138.37)	(65.89)	1,861.27	2,100.00	238.73	11.36	2,520.00
6582-0000 - Lock and Key Expense	0.00	0.00	0.00	0.00	0.00	100.00	100.00	100.00	100.00
6586-0000 - Fire and Safety Systems	540.00	0.00	(540.00)	(100.00)	1,959.90	3,052.80	1,092.90	35.79	3,530.40

Harvest Park - 1649

Budget Comparison

October 31, 2021

	Month Ending 10/31/2021				Year to Date 10/31/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
6991-0000 - Pool Supplies	466.51	35.00	(431.51)	(1,232.88)	1,766.54	1,190.00	(576.54)	(48.44)	1,260.00
6992-0000 - Pool Contract	(6.82)	267.00	273.82	102.55	2,584.01	2,670.00	85.99	3.22	3,204.00
TOTAL OPERATING & MAINT. EXPS.	3,108.05	5,543.00	2,434.95	43.92	78,571.28	55,252.77	(23,318.51)	(42.20)	64,316.37
TURNOVER COSTS									
6531-0000 - Cleaning Supplies	42.88	100.00	57.12	57.12	635.31	400.00	(235.31)	(58.82)	400.00
6532-0000 - Cleaning Contract	(2,287.64)	483.33	2,770.97	573.30	2,380.00	4,833.30	2,453.30	50.75	5,799.96
6561-0000 - Decorator Supplies	(1,980.00)	375.00	2,355.00	628.00	3,863.75	1,500.00	(2,363.75)	(157.58)	1,500.00
6562-0000 - Decorator Contract Services	1,980.00	0.00	(1,980.00)	(100.00)	1,980.00	300.00	(1,680.00)	(560.00)	300.00
TOTAL TURNOVER COSTS	(2,244.76)	958.33	3,203.09	334.23	8,859.06	7,033.30	(1,825.76)	(25.95)	7,999.96
MARKETING									
6212-0000 - Collateral Materials/Brand Identity	83.80	87.00	3.20	3.67	1,190.46	1,120.00	(70.46)	(6.29)	1,294.00
6216-0000 - Promotions and Promotional Items	0.00	0.00	0.00	0.00	110.48	156.00	45.52	29.17	156.00
6290-0000 - Miscellaneous Renting Expense	10.04	58.00	47.96	82.68	138.53	584.00	445.47	76.27	740.00
6981-0000 - Resident Supplies	0.00	70.00	70.00	100.00	323.16	960.00	636.84	66.33	1,100.00
TOTAL MARKETING	93.84	215.00	121.16	56.35	1,762.63	2,820.00	1,057.37	37.49	3,290.00
ADMINISTRATIVE EXPENSES									
6280-0000 - Credit Reports and Fees	0.00	11.00	11.00	100.00	1.40	110.00	108.60	98.72	132.00
6311-0000 - Office Expenses	506.86	594.00	87.14	14.67	7,012.14	6,905.00	(107.14)	(1.55)	8,093.00
6312-0000 - Copy Machine	8.79	132.00	123.21	93.34	1,332.67	1,320.00	(12.67)	(0.95)	1,584.00
6313-0000 - Postage	4.77	37.00	32.23	87.10	140.18	370.00	229.82	62.11	444.00
6316-0000 - Travel/Mileage	0.00	100.00	100.00	100.00	405.89	1,550.00	1,144.11	73.81	2,300.00
6316-0003 - Training	0.00	0.00	0.00	0.00	1,122.49	1,270.00	147.51	11.61	1,583.00
6316-0004 - Training - New Employee Orientation	0.00	0.00	0.00	0.00	814.41	0.00	(814.41)	(100.00)	0.00
6340-0000 - Legal Expense	0.00	0.00	0.00	0.00	0.00	2,400.00	2,400.00	100.00	2,400.00
6350-0000 - Auditing	0.00	0.00	0.00	0.00	12,940.00	12,000.00	(940.00)	(7.83)	12,000.00
6355-0001 - Administrative Fees	0.00	0.00	0.00	0.00	0.00	2,250.00	2,250.00	100.00	2,250.00
6360-0000 - Telephone	1,398.08	869.00	(529.08)	(60.88)	10,367.68	8,690.00	(1,677.68)	(19.30)	10,428.00
6380-0000 - Advertising - Employees	0.00	0.00	0.00	0.00	385.00	0.00	(385.00)	(100.00)	0.00
6385-0000 - Dues and Memberships	0.00	0.00	0.00	0.00	1,040.00	450.00	(590.00)	(131.11)	450.00
6390-0000 - Miscellaneous	0.00	0.00	0.00	0.00	259.99	740.00	480.01	64.86	740.00
6391-0000 - Licenses	0.00	0.00	0.00	0.00	0.00	150.00	150.00	100.00	150.00
6392-0000 - Bank Charges	(23.04)	355.00	378.04	106.49	2,202.84	3,550.00	1,347.16	37.94	4,260.00
TOTAL ADMINISTRATIVE EXPENSES	1,895.46	2,098.00	202.54	9.65	38,024.69	41,755.00	3,730.31	8.93	46,814.00
TOTAL EXPENSES	26,384.31	32,095.33	5,711.02	17.79	345,151.30	342,667.07	(2,484.23)	(0.72)	407,279.33
NET OPERATING INCOME	55,134.34	48,845.67	6,288.67	12.87	447,184.08	454,390.93	(7,206.85)	(1.58)	551,242.67
REPLACEMENT RESERVE/OTHER ESCROWS									
1316-0000 - Escrow - Replacement Reserve	2,332.50	2,333.00	0.50	0.02	23,325.00	23,330.00	5.00	0.02	27,996.00
TOTAL REPLACEMENT RESERVE/OTHER ESCROWS	2,332.50	2,333.00	0.50	0.02	23,325.00	23,330.00	5.00	0.02	27,996.00

Harvest Park - 1649

Budget Comparison

October 31, 2021

	Month Ending 10/31/2021				Year to Date 10/31/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
DEBT SERVICE									
2320-0000 - Mortgage Payable 1st Mortgage	5,000.00	5,000.00	0.00	0.00	50,000.00	50,000.00	0.00	0.00	60,000.00
6820-0000 - Interest on Mortgage	10,848.13	10,848.12	(0.01)	0.00	108,956.27	108,956.24	(0.03)	0.00	130,652.48
6824-0000 - Interest on Mortgage - 4th	1,297.17	1,421.43	124.26	8.74	12,971.70	13,814.92	843.22	6.10	16,611.92
6828-0000 - Service Fee	5,954.75	5,991.24	36.49	0.60	59,892.25	60,111.23	218.98	0.36	72,080.45
TOTAL DEBT SERVICE	23,100.05	23,260.79	160.74	0.69	231,820.22	232,882.39	1,062.17	0.45	279,344.85
MISCELLANEOUS									
6890-0000 - Miscellaneous Financial Exp	416.67	416.67	0.00	0.00	4,166.70	6,666.70	2,500.00	37.49	10,000.04
6892-0000 - Trustee Fees	283.33	283.33	0.00	0.00	2,833.30	2,833.30	0.00	0.00	3,399.96
TOTAL MISCELLANEOUS	700.00	700.00	0.00	0.00	7,000.00	9,500.00	2,500.00	26.31	13,400.00
CAPITAL EXPENDITURES									
1415-0002 - Landscape and Land Improvements	8,500.00	0.00	(8,500.00)	(100.00)	22,980.00	14,500.00	(8,480.00)	(58.48)	14,500.00
1431-0000 - Building Improvements	0.00	0.00	0.00	0.00	1,984.13	0.00	(1,984.13)	(100.00)	0.00
1431-0002 - Building Improvements	0.00	0.00	0.00	0.00	0.00	12,555.00	12,555.00	100.00	12,555.00
1440-0002 - Carpet/Flooring	2,717.64	2,000.00	(717.64)	(35.88)	1,698.60	12,000.00	10,301.40	85.84	14,000.00
1446-0002 - Computers	0.00	0.00	0.00	0.00	375.37	2,968.00	2,592.63	87.35	2,968.00
1461-0002 - Furniture & Fixtures	0.00	0.00	0.00	0.00	1,639.69	6,123.00	4,483.31	73.22	6,123.00
1486-0000 - Appliances	4,095.61	0.00	(4,095.61)	(100.00)	16,111.75	6,400.00	(9,711.75)	(151.74)	6,400.00
TOTAL CAPITAL EXPENDITURES	15,313.25	2,000.00	(13,313.25)	(665.66)	44,789.54	54,546.00	9,756.46	17.88	56,546.00
MORTGAGOR EXPENSES									
7115-0000 - Non Profit Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
7135-0000 - Asset Management Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,940.00
7153-0000 - Administration Fee Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,500.00
TOTAL MORTGAGOR EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41,440.00
PROFIT/LOSS	13,688.54	20,551.88	(6,863.34)	(33.39)	140,249.32	134,132.54	6,116.78	4.56	132,515.82
Additional Adjustments to Cash Flow									
Accounts Payable	4,005.63	0.00	4,005.63	(100.00)	(5,494.47)	0.00	(5,494.47)	(100.00)	0.00
Resident Accounts Receivable	2,376.00	0.00	2,376.00	(100.00)	(33,423.45)	0.00	(33,423.45)	(100.00)	0.00
Subsidy Accounts Receivable	(51.00)	0.00	(51.00)	(100.00)	(317.74)	0.00	(317.74)	(100.00)	0.00
Other Accounts Receivable	0.00	0.00	0.00	0.00	11,500.00	0.00	11,500.00	(100.00)	0.00
Prepaid Expenses	2,531.53	0.00	2,531.53	(100.00)	(6,697.19)	0.00	(6,697.19)	(100.00)	0.00
Prepaid Rent	1,633.00	0.00	1,633.00	(100.00)	3,840.75	0.00	3,840.75	(100.00)	0.00
Net Accruals	353.96	0.00	353.96	(100.00)	(11,068.16)	0.00	(11,068.16)	(100.00)	0.00
Accrued Interest on Deferred Loans	1,297.17	1,421.43	(124.26)	(8.74)	12,971.70	13,814.92	(843.22)	(6.10)	16,611.92
Distributions to Owners	0.00	0.00	0.00	0.00	(202,822.00)	0.00	(202,822.00)	(100.00)	0.00
Escrow Tax	66.76	(14.00)	80.76	576.85	24.08	(140.00)	164.08	117.20	(168.00)
Escrow Insurance	(3,740.12)	(2,475.00)	(1,265.12)	(51.11)	2,978.89	(24,075.00)	27,053.89	112.37	(29,025.00)

Harvest Park - 1649
Budget Comparison
October 31, 2021

	Month Ending 10/31/2021				Year to Date 10/31/2021				Annual
	Actual	Budget	Variance	%	Actual	Budget	Variance	%	Budget
Escrow Other	0.00	(8.00)	8.00	100.00	(11.19)	(80.00)	68.81	86.01	(96.00)
Total Additional Adjustments to Cash Flow	8,472.93	(1,075.57)	9,548.50	887.76	(228,518.78)	(10,480.08)	(218,038.70)	(2,080.50)	(12,677.08)
)))	
Total Net Adjusted Cash Flow	22,161.47	19,476.31	2,685.16	13.78	(88,269.46)	123,652.46	(211,921.92)	(171.38)	119,838.74
)		
Net Change in Cash from TB	22,161.47	0.00	22,161.47	100.00	(88,269.46)	0.00	(88,269.46)	100.00	0.00
Variance	0.00	(19,476.31)	19,476.31	100.00	0.00	(123,652.46)	123,652.46	100.00	(119,838.74)
)			



GRIDLEY SPRINGS

November 2021

Property Status:

1. GSI is 100% occupied with Zero notices to vacate..
2. GSII is 100% occupied with Zero notices to vacate.
3. GSI FY22 budget has been submitted and we are waiting on approval. USDA said it should be completed by end of month.
4. All is quiet with both properties.

Sincerely,
Mac Upshaw



DHI GRIDLEY SPRINGS I
As of
October 31, 2021

CASH SUMMARY - Operating Account

	OCTOBER		10 months YTD	
	2021	%%	2021	%%
Total Rent Revenue	22,667.00	100.00%	226,108.02	100.00%
Vacancies	0.00	0.00%	(2,485.00)	-1.10%
Net Rental Revenue	22,667.00	100.00%	223,623.02	98.90%
Other Income	343.87	1.52%	4,467.15	1.98%
Total Revenue	23,010.87	101.52%	228,090.17	100.88%
Expenses:				
Administrative Expenses	4,570.27	20.16%	56,324.08	24.91%
Utilities	3,264.65	14.40%	29,330.53	12.97%
Operating & Maintenance	6,517.48	28.75%	58,142.81	25.71%
Depreciation and Amortization Expense	0.00	0.00%	0.00	0.00%
Taxes & Insurance	732.78	3.23%	23,599.62	10.44%
Total Expenses	15,085.18	63.32%	167,397.04	36.40%
Net Operating Income	7,925.69	43.16%	60,693.13	38.69%
Interest and Finance Expense	1,322.82	5.84%	13,024.69	5.76%
Replacement Costs	6,061.19	26.74%	17,136.84	7.58%
Net Cash Flow from Operations	541.68		30,531.60	
Plus (Minus)				
Interest Income	(20.30)		(429.27)	
Unpaid Rent Collected (Owed)	429.00		(3,863.00)	
Unpaid Subsidy Rent Collected (Owed)	(2,326.00)		(11,040.02)	
Impound/Escrow Funds	1,616.11		(116.54)	
Prepaid Rent Received (Absorbed)	(137.00)		349.00	
Security Deposits Received (Refunded)	39.95		(490.05)	
Mortgage Principle payment	(2,691.54)		(26,186.96)	
Net Cash Increase (Decrease)	(2,548.10)		(11,245.24)	
Beginning of Period Cash Balance	38,578.57		46,734.86	
Transfer from (to) Savings	0.00		0.00	
Transfer From (To) Impound Account	0.00		0.00	
Transfer from (to) Security account	0.00		540.85	
Ending Cash Balance - Operating Account	\$36,030.47		\$36,030.47	
- Security Deposit Accounts			\$16,539.73	
- USDA Reserves			\$92,931.92	

	Current Month	UNIT STATUS	Current Month
TENANT RECEIVABLES			
Rent and Rent Related Receivables		Total Units	32
Balance at Beginning of Month	6,200.00	Vacant units at beginning of month	2
Uncollected (Collected) During Month	(429.00)	Plus Units vacated during month	0
Written off to Bad Debts	0.00	Less move ins and deposits to hold	2
Balance at End of Month	\$5,771.00	Vacant units at end of month	0
Move out Repairs, Cleaning & Legal Fees, etc.			
Balance at Beginning of Month	0.00		
Uncollected (Collected) During Month	0.00		
Written off to Bad Debts	0.00		
Balance at End of Month	\$0.00		

Income Statement
DHI GRIDLEY SPRINGS I

As of
October 31, 2021

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
*** REVENUES ***						
Rent Revenue - Gross Potential						
Apartment Rents	8,495.00	23,098.00	(14,603.00)	92,502.00	230,980.00	(138,478.00)
Tenant Assistance Payments	14,172.00	0.00	14,172.00	133,606.02	0.00	133,606.02
Total Revenue	22,667.00	23,098.00	(431.00)	226,108.02	230,980.00	(4,871.98)
Apartment Vacancies	0.00	(484.00)	484.00	(2,485.00)	(4,843.00)	2,358.00
Total Vacancies	0.00	(484.00)	484.00	(2,485.00)	(4,843.00)	2,358.00
NET RENTAL REVENUE	22,667.00	22,614.00	53.00	223,623.02	226,137.00	(2,513.98)
Interest Income-Other Cash	20.17	8.00	12.17	427.84	80.00	347.84
Interest Income-Sec Deposits	0.13	1.00	(0.87)	1.43	10.00	(8.57)
Total Financial Revenue	20.30	9.00	11.30	429.27	90.00	339.27
NSF and Late Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
Misc Tenant Charges/Damages & Cleaning	0.00	0.00	0.00	628.00	0.00	628.00
Laundry Revenue	323.57	240.00	83.57	3,409.88	2,400.00	1,009.88
Total Other Revenue	323.57	240.00	83.57	4,037.88	2,400.00	1,637.88
TOTAL REVENUE	23,010.87	22,863.00	147.87	228,090.17	228,627.00	(536.83)
*** EXPENSES ***						
Administrative Expenses						
Advertising and Promotions	0.00	0.00	0.00	0.00	0.00	0.00
Rent Concessions	0.00	0.00	0.00	448.00	0.00	448.00
Credit Reports	0.00	10.00	(10.00)	100.00	100.00	0.00
Uniforms	0.00	0.00	0.00	82.79	0.00	82.79
IT Support Services	171.00	171.00	0.00	1,710.00	1,710.00	0.00
Telephone & Answering Service	78.97	120.00	(41.03)	549.25	1,202.00	(652.75)
USDA 538 Boneville Fee/Surcharges	0.00	267.00	(267.00)	1,650.89	4,303.00	(2,652.11)
USDA 515 MINC Fee/Surcharges	185.00	0.00	185.00	1,234.00	0.00	1,234.00
Postage and Mailing	0.00	30.00	(30.00)	0.00	300.00	(300.00)
Administrative Expenses	160.00	0.00	160.00	1,440.00	0.00	1,440.00
Office Supplies/Expenses	81.97	150.00	(68.03)	1,615.71	1,500.00	115.71
Dues and Subscriptions	0.00	0.00	0.00	402.73	0.00	402.73
Management Fee	1,950.00	2,080.00	(130.00)	19,890.00	20,800.00	(910.00)
Manager Salaries	1,871.90	2,000.00	(128.10)	19,157.87	20,000.00	(842.13)
Education/Registration Fees	71.43	100.00	(28.57)	442.84	833.00	(390.16)
Legal Expense	0.00	83.00	(83.00)	0.00	1,000.00	(1,000.00)
Auditing Fees	0.00	667.00	(667.00)	7,600.00	6,670.00	930.00
Other Administrative Costs	0.00	250.00	(250.00)	0.00	2,500.00	(2,500.00)
Total Administrative Expenses	4,570.27	5,928.00	(1,357.73)	56,324.08	60,918.00	(4,593.92)
Utility Expenses						
Electricity	1,135.32	630.00	505.32	9,621.17	6,300.00	3,321.17
Water	403.78	365.00	38.78	4,406.82	3,650.00	756.82
Gas	61.89	40.00	21.89	312.78	400.00	(87.22)
Sewer	1,120.58	1,167.00	(46.42)	9,166.46	11,667.00	(2,500.54)
Garbage and Trash Removal	543.08	550.00	(6.92)	5,823.30	5,500.00	323.30
Total Utility Expenses	3,264.65	2,752.00	512.65	29,330.53	27,517.00	1,813.53
Operating & Maintenance Expense						
Clean/Repair Apartment	0.00	0.00	0.00	2,054.00	0.00	2,054.00
Clean/Repair Carpeting/Drapes	0.00	0.00	0.00	500.00	0.00	500.00
Exterminating Contract	200.00	200.00	0.00	1,300.00	2,000.00	(700.00)
Tree Service	0.00	0.00	0.00	4,300.00	0.00	4,300.00
Grounds Contract	2,000.00	1,200.00	800.00	10,000.00	12,000.00	(2,000.00)
Grounds Maintenance and Supplies	345.00	200.00	145.00	4,192.27	2,000.00	2,192.27
Maintenance Personnel	1,919.90	2,000.00	(80.10)	17,248.62	20,000.00	(2,751.38)
Repair Materials	1,905.07	225.00	1,680.07	8,211.10	2,250.00	5,961.10
Repair Contract/Vendor Labor	0.00	358.00	(358.00)	3,840.00	3,583.00	257.00
Electrical Repair/Supplies	0.00	0.00	0.00	0.00	0.00	0.00
HVAC Repair and Maintenance	0.00	0.00	0.00	2,016.65	0.00	2,016.65
Appliance Repair and Maintenance	0.00	100.00	(100.00)	1,917.86	1,000.00	917.86
Plumbing Repair and Supplies	137.50	100.00	37.50	2,259.23	1,000.00	1,259.23
Interior Painting and Supplies	0.00	83.00	(83.00)	0.00	833.00	(833.00)
Gas, Oil and Mileage	10.01	10.00	0.01	132.58	100.00	32.58
Equipment Leasing	0.00	0.00	0.00	0.00	0.00	0.00
Fire Protection Equipment	0.00	40.00	(40.00)	170.50	400.00	(229.50)
Total Operating & Maint Expenses	6,517.48	4,516.00	2,001.48	58,142.81	45,166.00	12,976.81

Income Statement
DHI GRIDLEY SPRINGS I

As of
October 31, 2021

	***** Current Month *****			***** Year-to-Date *****		
	Actual	Budget	Variance	Actual	Budget	Variance
Taxes & Insurance Expenses						
Property Taxes	0.00	0.00	0.00	719.38	940.00	(220.62)
Payroll Taxes	341.31	400.00	(58.69)	4,325.51	4,000.00	325.51
Misc Taxes & Licenses	0.00	100.00	(100.00)	0.00	1,000.00	(1,000.00)
Property & Liability Insurance	0.00	1,090.00	(1,090.00)	14,268.00	10,900.00	3,368.00
Worker's Compensation	232.87	265.00	(32.13)	2,255.14	2,650.00	(394.86)
Health/Dental Insurance	158.60	200.00	(41.40)	1,571.71	2,000.00	(428.29)
Other Insurance	0.00	0.00	0.00	459.88	0.00	459.88
Total Taxes & Insurance Expenses	732.78	2,055.00	(1,322.22)	23,599.62	21,490.00	2,109.62
TOTAL EXPENSES	15,085.18	15,251.00	(165.82)	167,397.04	155,091.00	12,306.04
NET OPERATING INCOME (LOSS)	7,925.69	7,612.00	313.69	60,693.13	73,536.00	(12,842.87)
Interest & Finance Expense						
Mortgage Interest	1,267.82	1,620.00	(352.18)	12,719.69	16,200.00	(3,480.31)
General Partner Fee	0.00	0.00	0.00	0.00	0.00	0.00
Bank Fees	55.00	20.00	35.00	305.00	200.00	105.00
Total Interest & Finance Expense	1,322.82	1,640.00	(317.18)	13,024.69	16,400.00	(3,375.31)
OPERATING PROFIT (LOSS)	6,602.87	5,972.00	630.87	47,668.44	57,136.00	(9,467.56)
Replacements						
Roofing/Paving/Exterior	0.00	0.00	0.00	0.00	0.00	0.00
Appliance Replacement	1,353.19	0.00	1,353.19	1,829.80	0.00	1,829.80
Drapery and Blind Replacement	0.00	0.00	0.00	30.04	0.00	30.04
Carpet/ Flooring Replacement	2,365.00	0.00	2,365.00	4,315.00	0.00	4,315.00
HVAC Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Plumbing Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Glass Replacement	0.00	0.00	0.00	0.00	0.00	0.00
Furniture and Equipment Replacement	2,343.00	0.00	2,343.00	10,646.14	0.00	10,646.14
Door & Screen Repair/ Replacement	0.00	0.00	0.00	315.86	0.00	315.86
Total Cost of Replacements	6,061.19	0.00	6,061.19	17,136.84	0.00	17,136.84
NET CASH FLOW FROM OPERATIONS	541.68	5,972.00	(5,430.32)	30,531.60	57,136.00	(26,604.40)

MEMO

Date: November 9, 2021

To: BCAHDC Board of Directors

From: Larry Guanzon, HACB Deputy Executive Director
Hope Stone, BCAHDC CFO

Subject: Resolution No. 21-22C
Walker Commons Apartments, Chico - 2022 Operating Budget

Attached please find a proposed Operating Budget for Walker Commons Apartments, Chico, for the 2022 calendar year.

The proposed budget was prepared by AWI, third party property manager, with HACB input as agent to BCAHDC, Managing General Partner of the partnership owner, Walker Commons LP.

The budget was compiled using current and historical trends. Rental income is projected to increase, as rents will be set at maximum allowed by tax credit regulation, as well as increased Section 8 Payment Standards resulting in increases in Housing Assistance Payment receipts.

Vacancy loss is projected at 1.0%, allowing for unit maintenance and leasing at turnover. Estimated sources and uses are as follows: Operational income totals \$444,549; transfer in from Reserves for Capital Improvements totals \$37,000; and Cash Uses total \$481,549, resulting in an estimated positive cash flow of \$70,072 for the year.

Page 5 outlines the projected Capital Improvement expenses. Operations improvements include appliance, flooring, cabinet, and air conditioning replacements totaling \$44,944. With an additional \$37,000 budgeted from Reserves, additional improvements include water heater, window; signage; gutter and down spout work. Additional property Capital Improvements will also occur with the repositioning and refinancing of Walker Commons in 2022.

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

Recommend motion to approve Resolution No. 21-22C

BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION

RESOLUTION NO. 21-22C

APPROVAL OF THE OPERATING BUDGET FOR F/Y 2022
FOR WALKER COMMONS APARTMENTS, CHICO, CA

WHEREAS, Butte County Affordable Housing Development Corporation (BCAHDC) is the Managing General Partner of Walker Commons LP, owner of Walker Commons Apartments, Chico, California; and

WHEREAS, BCAHDC prepares the budget for Walker Commons Apartments in conjunction with costs projected by its Managing General Partner agent, Housing Authority of the County of Butte, and Walker Commons Apartments Property Manager, AWI, Inc.; and

WHEREAS, the Board of Directors of BCAHDC has reviewed the budget as proposed and found the budget to be in the best interest of the Walker Commons Apartments property, its residents, Walker Commons LP, and BCAHDC;

THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Affordable Housing Development Corporation, acting as Managing General Partner of Walker Commons LP, owner of Walker Commons Apartments, Chico, CA, to hereby approve and adopt the Operating Budget for fiscal year 2022 for Walker Commons Apartments, Chico, California, such Operating Budget attached to and made a part of this Resolution No. 21-22C.

Dated: November 18, 2021.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

TAX CREDIT MULTIPLE FAMILY HOUSING PROJECT BUDGET

PROJECT NAME: Walker Commons, LP	SYNDICATOR & NON-PROFIT NAMES: Butte Housing (Opened:)
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DESCRIPTION	CURRENT BUDGET (01/01/21) (12/31/21)	ACTUAL (01/01/21) (12/31/21) Projected	PROPOSED BUDGET (01/01/22) (12/31/22)	COMMENTS
BEGINNING DATES: ENDING DATES:	(01/01/21) (12/31/21)	(12/31/21) Projected	(01/01/22) (12/31/22)	56 Units
OPERATIONAL CASH SOURCES				
RENTAL INCOME	456,044	507,749	454,476	
LESS (Vacancy Allowance)	(9,121)	(4,164)	(4,545)	1.00%
LESS RENT INCENTIVES	(475)	(3,244)	(530)	3 Yr avg
LESS NON-REVENUE MANAGER'S UNIT	(8,388)	(8,448)	(8,496)	
LAUNDRY AND VENDING	1,987	2,217	2,086	3 Yr avg
INTEREST INCOME	0	308	73	no interest earned on unrestricted funds
LATE CHARGES		0	0	not charging due to Covid
APPLICATION FEES	0	0	0	
OTHER TENANT INCOME	1,348	2,463	1,485	3 yr avg
MISCELLANEOUS INCOME	0	751	0	
SUB - TOTAL	441,395	497,632	444,549	
NON-OPERATIONAL CASH SOURCES				
CASH - NON PROJECT	0	0	0	
AUTHORIZED LOAN	0	0	0	
TRANSFER FROM RESERVE	51,000	0	37,000	
SUB - TOTAL	51,000	0	37,000	
TOTAL CASH SOURCES	492,395	497,632	481,549	
OPERATIONAL CASH USES				
TOTAL O & M EXPENSES (From Part II)	307,951	273,655	340,777	see page 2
ANNUAL CAPITAL BUDGET	51,000	0	37,000	ties to page 5 Capital Budget
INTEREST EXPENSE - CITY OF CHICO	15,000	15,000	15,000	\$15,000 ties to City of Chico Loan
BOND/LOAN FEES	0	0	0	ties out
RESERVE TRANSFER	11,200	11,200	11,200	ties to the Reserve Schedule
GENERAL PARTNERS FEES	7,500	7,500	7,500	ties out
OTHER PARTNERSHIP FEES	0	0	0	ties out
SUB - TOTAL	392,651	307,355	411,477	
	0		0	
TOTAL CASH USES	392,651	307,355	411,477	
NET CASH (DEFICIT)	99,744	190,276	70,072	
CASH BALANCE				
BEGINNING CASH BALANCE				
DEFERRED DEVELOPMENT FEE				
ACCRUAL TO CASH ADJUSTMENT				
ENDING CASH BALANCE				

PART II - OPERATING AND MAINTENANCE EXPENSE SCHEDULE

DESCRIPTION	BUDGET		PROPOSED BUDGET	COMMENTS	COST PER UNIT
MAINTENANCE & REPAIRS PAYROLL	38,662	24,668	41,977	see payroll worksheet	750
JANITORIAL SUPPLIES & SERVICE	1,327	624	1,327		24
PLUMBING REPAIRS	750	1,936	1,500	3 yr Avg	27
PAINTING AND DECORATING	1,669	3,375	2,000	3 yr Avg	36
MAINTENANCE & REPAIRS SUPPLY	11,243	8,524	11,243		201
MAINTENANCE & REPAIRS CONTRACT	12,244	17,282	15,000	3 yr Avg	268
GROUNDS	12,300	18,007	20,500	\$1500/mo + \$2500 aphid treatment	366
POOL SERVICE	0	0	0		0
ELEVATOR MAINTENANCE / CONTRACT	0	0	0		0
PEST CONTROL	4,000	1,950	4,000		71
FIRE/ALARM SERVICES	2,500	2,113	2,500	service plus extras	45
EDUCATIONAL SERVICES	0	0	0		0
EDUCATIONAL SUPPLIES	0	0	0		0
SECURITY SERVICES	0	0	0	see alarm services	0
FURNISHING-FLOORING,APPLIANCES & BLINDS	41,280	22,712	44,944	See page 5	803
CARPET CLEANING	400	2,820	500	high in 2021 due to water intrusion	9
HVAC REPAIRS	2,328	1,140	2,400		43
CABLE SERVICE	392	842	800	\$64.90/mo	14
TENANT SERVICES	3,600	149	3,600	resident retention & activities	64
OTHER OPERATING EXPENSES	0	0	0		0
SUB - TOTAL MAINT. & OPERATING	132,695	106,141	152,292		2,719
ELECTRICITY	7,142	5,949	6,315	3 yr avg	113
WATER	10,362	10,492	10,541	12 months actuals	188
SEWER	15,751	15,443	15,751	\$1286.88/month plus 2% increase	281
FUEL (Oil / Coal / Gas)	1,500	1,754	1,728	12 months actuals	31
GARBAGE & TRASH REMOVAL	4,335	5,099	4,769	\$311.40/month plus extra pick ups/12 month acts	85
OTHER UTILITIES	0	0	0		0
SUB - TOTAL UTILITIES	39,090	38,737	39,104		698
SITE MANAGER PAYROLL	36,521	37,127	39,299	see payroll worksheet	702
VALUE OF EMPLOYEE UNIT	0	28,896	0		0
MANAGEMENT FEE	28,896	0	30,240	\$45/unit, incl. \$2/unit increase proposed	540
BAD DEBT	2,500	0	2,500		45
BAD DEBT RECOVERY			0		
PROJECT AUDITING EXPENSE	7,500	7,500	7,500		134
LEGAL EXPENSES	1,500	3,504	1,500		27
OTHER ADMINISTRATIVE EXPENSES	200	0	200	bank fees	4
TELEPHONE & ANSWERING SERVICE	2,044	2,634	2,634	Proj. Acts	47
INTERNET SERVICE	840	933	840	\$69.95/mo	15
ADVERTISING	200	104	200		4
WATER/COFFEE SERVICE	25	0	25		0
OFFICE SUPPLIES	3,734	2,671	3,786	3 yr avg	68
POSTAGE	819	680	819		15
TONER/COPIES	1,324	802	1,324	3 yr avg	24
OFFICE FURNITURE & EQUIPMENT	0	684	0		0
TRAVEL & PROMOTION	400	224	400		7
TRAINING EXPENSE	500	708	500	Grace Hill online training	9
CREDIT CHECKING	500	151	500		9
EMPLOYEE MEALS	0	0	0		0
HEALTH INS. & OTHER EMP. BENEFITS	20,307	14,468	21,009	see payroll worksheet	375
PAYROLL TAXES	6,704	5,689	7,170	see payroll worksheet	128
WORKMAN'S COMPENSATION	7,625	2,727	8,075	see payroll worksheet	144
SUB - TOTAL ADMINISTRATIVE	122,139	109,500	128,521		2,295
REAL ESTATE TAXES	127	0	127	current invoice + 2%	2
SPECIAL ASSESSMENTS	0	0	0		0
OTHER TAXES, LICENSES & PERMITS	1,100	4,331	3,551	AVID, FTB + utility survey	63
PROPERTY & LIABILITY INSURANCE	12,116	14,560	16,500	current invoice + 10%	295
FIDELITY COVERAGE INSURANCE	683	387	683		12
OTHER INSURANCE	0	0	0		0
SUB - TOTAL TAXES & INSURANCE	14,026	19,277	20,861		373
TOTAL O & M EXPENSES	307,951	273,655	340,777		6,085

Walker Commons, LP

RESERVE ACCOUNT ACTIVITY

RESERVE ACCOUNT ACTIVITY (ACCOUNT HELD BY AWI)	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS
BEGINNING BALANCE	322,142	323,989	335,189	
TRANSFER TO RESERVE	11,200	11,200	11,200	
TRANSFER FROM RESERVE				
OPERATING DEFICIT				
BUILDING REPAIR & IMPROVEMENTS	51,000	0	37,000	
EQUIPMENT REPAIR & REPLACEMENT				
OTHER NON - OPERATING EXPENSES				
TOTAL TRANSFER FROM RESERVE	51,000	0	37,000	
ENDING BALANCE	282,342	335,189	309,389	

RESERVE ACCOUNT ACTIVITY - Umpqua Bank	PROPOSED BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS
BEGINNING BALANCE				
TRANSFER TO RESERVE				
TRANSFER FROM RESERVE				
OPERATING DEFICIT				
BUILDING REPAIR & IMPROVEMENTS				
EQUIPMENT REPAIR & REPLACEMENT				
OTHER NON - OPERATING EXPENSES				
TOTAL TRANSFER FROM RESERVE				
ENDING BALANCE				

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PART IV - RENT SCHEDULE

A. CURRENT APPROVED RENTS:

UNIT DESCRIPTION			TAX CREDIT RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			UTILITY ALLOWANCE (if used)
% OF MEDIAN TYPE	SIZE	NUMBER	MAX RENT - UA	MAX ADJ RENT	CURRENT RENTS		NET RENTS		
1 Br 35%	1	11	464-77	387	387		51,084		
1 Br 50%	1	23	663-77	586	574		158,424		
1 Br 60%	1	21	795-77	718	699		176,148		
							0		
non-revenue	1	1			699		8,388		
							0		
Approx voucher payments in addition to the above							62,000		
							0		
56						0	456,044	0	

SEC. 8

CURRENT RENT TOTALS:

UNIT DESCRIPTION			TAX CREDIT RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			RENT INCREASE
% OF MEDIAN TYPE	SIZE	NUMBER	MAX RENT - UA	MAX ADJ RENT	CURRENT RENTS	PROPOSED RENT	NET RENTS	OVER/UND TC MAS	
1 Br 35%	1	11	464-87	377	387	377	49,764	0	(10)
1 Br 50%	1	23	663-87	576	574	576	158,976	0	2
1 Br 60%	1	21	795-87	708	699	708	178,416	0	9
							0		
non-revenue	1	1			699	708	8,496		
							0		
Approx voucher payments in addition to the above							58,824		
							0		
							0		
							0		
56							454,476	0	

CURRENT RENT TOTALS:

GROSS NET SEC. 8

Rent Increase 0

PREPARED BY: _____
Tax Credit Budget - Page 4

DATE: _____

PART V - ANNUAL CAPITAL BUDGET

	Proposed Number of Units/Items	Proposed from Reserve	Actual from Reserve	Proposed from Operating	Actual from Operating	Actual Total Cost	Total Actual Units/Items
Appliances:							
Range	2			1200			
Refrigerator	2			1550			
Range Hood							
Washers & Dryers							
Other:							
Carpet and Vinyl:							
1 Br.	5			10000			
2 Br.							
3 Br.							
4 Br.							
Other:							
Cabinets:							
Kitchen	2			16000			
Bathrooms							
Other:							
Doors:							
Exterior							
Interior							
Other:							
Window Coverings:							
Blinds	6			1500			
Other:							
Heating and Air Conditioning:							
Heating --Wall heaters	1			724			
Air conditioning - PTAC	6			6534			
Other:							
Plumbing:							
Water Heater	4	8000					
Bath Sinks							
Kitchen Sinks							
Faucets							
Toilets							
Other: tub enclosures reglaze							
Major Electrical							
Detail: reattach electrical meters							
Other:							
Structures:							
Windows	2	4000					
Screens							
Walls							
Roof cleaning		4500					
Siding							
Exterior Painting							
Other:Structural Inspect: SB721							
Paving:							
Asphalt							
Concrete							
Seal and Stripe							
Other:							
Landscape and grounds:							
Landscaping/tree trimming		10000					
Lawn Equipment							
Fencing							
Irrigation Repairs		5000					
Signs		5500					
Other: Clean Gutters							
Accessibility features:							
List: reasonable accommodations							
Other:							
Automation equipment							
Site management							
Common area							
Other:							
Other:							
List: Gutter cleaning & down spouts							
List: Community room furniture							
List: Visual Smoke Detectors	52			7436			
TOTAL CAPITAL EXPENSES:	82	37000	0	44944	0	0	0

MEMO

Date: November 10, 2021

To: BCAHDC Board of Directors

From: Larry Guanzon, HACB Deputy Executive Director
Hope Stone, BCAHDC CFO

Subject: Resolution No. 21-23C
1200 Park Avenue Apartments, Chico - 2022 Operating Budget

Attached please find the proposed Operating Budget for 1200 Park Avenue, Chico for calendar year 2022.

The proposed budget was prepared by AWI, third party property manager, with HACB input as agent to BCAHC, Managing General Partner to the owner partnership, 1200 Park Avenue LP.

The budget was compiled using current and historical trends. Rental income is projected to increase as rents will be set at maximum allowed by tax credit regulation, and increased Section 8 Payment Standards resulting in increases in Housing Assistance Payment receipts. Cash flow is aggravated by the rent increase limits levied by government in the wake of the Camp Fire Disaster and COVID-19 pandemic.

Vacancy loss is projected at 2.5%, allowing for unit maintenance and leasing at turnover. Estimated sources and uses are as follows: Operational income totals \$940,269; transfers in from Reserves total \$89,371; with Cash Uses amounting to \$1,026,793, resulting in an estimated positive cash flow of \$2,847 for the year. The cash flow is budgeted very tight; however, there is a cumulative \$146,686 in interest and fees that are deferred and payable only from excess cash. The cash flow will be evaluated throughout the year.

Page 5 outlines the projected Capital Improvement expenses. A small amount is budgeted from Operating, for appliance replacements, with \$89,371 budgeted from Reserves to include flooring,; cabinets, appliances, roofing, stucco repair, parking area seal and stripe; and tree trimming.

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

Recommendation: adoption of Resolution No. 21-23C

BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION

RESOLUTION NO. 21-23C

APPROVAL OF THE OPERATING BUDGET FOR F/Y 2022
FOR 1200 PARK AVENUE APARTMENTS, CHICO, CA

WHEREAS, Butte County Affordable Housing Development Corporation (BCAHDC) approves its Operating Budget on an annual basis; and

WHEREAS, BCAHDC, as Managing General Partner of 1200 Park Avenue LP, itself owner of 1200 Park Avenue Apartments, Chico, California, prepares the budget for 1200 Park Avenue Apartments in conjunction with costs projected by its Managing General Partner agent, Housing Authority of the County of Butte, along with recommendations made by 1200 Park Avenue Apartments property manager, AWI, Inc.; and

WHEREAS, the Board of Directors of BCAHDC has reviewed the budget as proposed and found the budget to be in the best interest of the 1200 Park Avenue Apartments property, its residents, 1200 Park Avenue LP, and BCAHDC;

THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Affordable Housing Development Corporation, acting as Managing General Partner of 1200 Park Avenue LP, owner of the 1200 Park Avenue Apartments, Chico, CA, to hereby approve and adopt the Operating Budget for fiscal year 2022 for 1200 Park Avenue Apartments, Chico, California, such Operating Budget attached to and made a part of this Resolution No. 21-23C.

Dated: November 18, 2021.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

TAX CREDIT MULTIPLE FAMILY HOUSING PROJECT BUDGET

PROJECT NAME: 1200 Park Avenue	OWNERSHIP: 1200 Park Avenue (Opened:)
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DESCRIPTION BEGINNING DATES: ENDING DATES:	CURRENT BUDGET (01/01/21) (12/31/21)	ACTUAL (01/01/21) (12/31/21) Projected	PROPOSED BUDGET (01/01/22) (12/31/22)	COMMENTS 107 Units
OPERATIONAL CASH SOURCES				
GROSS RENTS	902,964	952,354	960,288	
VACANCIES	(18,059)	(24,922)	(24,007)	2.50%
RENT INCENTIVES	0	(772)	0	
LESS NON-REVENUE MANAGER'S UNIT	(9,360)	(10,272)	(10,440)	
LAUNDRY AND VENDING	12,000	7,333	9,834	3 year average
INTEREST INCOME	87	130	59	int on unrestricted funds only-3 yr avg
LATE CHARGES	0	0	0	not charging due to covid
APPLICATION FEES	385	733	385	3 yr avg
OTHER TENANT INCOME	4,000	5,059	4,000	
MISCELLANEOUS INCOME	150	139	150	vending commissions
SUB - TOTAL	892,167	929,782	940,269	
NON-OPERATIONAL CASH SOURCES				
CASH - NON PROJECT	0	0	0	
AUTHORIZED LOAN	0	0	0	
TRANSFER FROM RESERVE	98,400	0	89,371	
SUB - TOTAL	98,400	0	89,371	
TOTAL CASH SOURCES	990,567	929,782	1,029,640	
OPERATIONAL CASH USES				
TOTAL O & M EXPENSES (From Part II)	530,212	574,519	576,301	
AUTHORIZED DEBT PAYMENT (Non-RHS)	182,336	182,336	182,336	
LOAN FEES	0	0	0	
TRANSFER TO RESERVE	32,100	32,100	32,100	2675/mo Berkadia impound
OPERATING RESERVE DEPOSIT	0	0	0	
SUB - TOTAL	744,648	788,955	790,737	
	0		0	
MGP AND ADMIN GP FEES	13,026	12,924	13,417	\$5,000/Centerline; MGP social service fee\$7345 inc 3% yr. slight increase more per Sue. MGP fee = \$8026.
CITY OF CHICO & HACB	132,088	132,018	133,269	Per Sue \$73,500 + \$57,429 (58,588_ = \$132,088
RESERVE FUNDS USED	98,400	0	89,371	
SUB - TOTAL	243,514	144,942	236,057	
TOTAL CASH USES	988,162	933,897	1,026,793	
NET CASH (DEFICIT)	2,404	(4,114)	2,847	
CASH BALANCE				
BEGINNING CASH BALANCE	0	0	0	
DEFERRED DEVELOPMENT FEE	0	0	0	
ACCRUAL TO CASH ADJUSTMENT	0	0	0	
ENDING CASH BALANCE	0	46	0	

PART II - OPERATING AND MAINTENANCE EXPENSE SCHEDULE

DESCRIPTION	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS	COST PER UNIT
MAINTENANCE PAYROLL	58,743	64,499	78,383	payroll worksheet/increase staff	733
JANITORIAL	3,319	3,878	3,319		31
PLUMBING REPAIRS	1,000	2,741	1,366	3 yr avg	13
PAINTING AND DECORATING	1,667	3,771	1,667		16
MAINTENANCE & REPAIRS SUPPLY	12,000	11,155	12,000		112
MAINTENANCE & REPAIRS CONTRACT	35,000	24,483	24,483	extra for windows & gutter cleaning plus pressure was ext.	229
GROUNDS	24,000	21,207	21,207		198
POOL SERVICE	0	0	0		0
ELEVATOR MAINTENANCE / CONTRACT	8,478	14,314	8,576	3 yr avg	80
PEST CONTROL	17,380	17,977	12,000		112
FIRE/ALARM SERVICE	9,100	7,893	9,100		85
EDUCATIONAL SERVICES STAFFING	0	0	0		0
RESIDENT SERVICES SUPPLIES	0	0	0		0
SECURITY SERVICES	7,812	8,112	8,712	\$726/month	81
FURNITURE REPLACEMENTS	6,900	58,794	0	see page 5 many upgrades	0
CARPET CLEANING	10,500	5,132	10,700	\$3,500- 3 times/year plus 2 residents	100
HVAC REPAIRS	2,700	1,188	2,700		25
CABLE SERVICE	0	396	0		0
TENANT SERVICES	2,000	273	1,500	tenant activities/supplies	14
RESIDENT DIRECT SUPPORT	0	0	0		0
SUB - TOTAL MAINT. & OPERATING	200,599	245,812	195,713		1,829
ELECTRICITY	57,317	55,797	55,797	adjust to actuals	521
WATER	14,047	13,592	14,047		131
SEWER	29,506	29,533	29,506	2459/mo	276
HEATING FUEL (Oil / Coal / Gas)	3,802	3,034	2,684	12 month actuals	25
GARBAGE & TRASH REMOVAL	7,105	10,937	11,926	actuals + 15%	111
OTHER UTILITIES	0	0	0		0
SUB - TOTAL UTILITIES	111,777	112,893	113,960		1,065
SITE MANAGER PAYROLL	45,987	51,839	58,245	see payroll worksheet	544
ACCOUNTING FEE	8,988	8,703	0	removed	0
MANAGEMENT FEE	44,608	46,342	57,780	\$45 per unit / per mo.	540
BAD DEBT EXPENSE	2,100	6,250	2,100		20
BAD DEBT RECOVERY	0	0	0		0
PROJECT AUDITING EXPENSE	7,500	7,500	7,500		70
LEGAL EXPENSES	2,129	4,404	2,129		20
OTHER ADMINISTRATIVE EXPENSES	300	228	300	bank fees	3
TELEPHONE & ANSWERING SERVICE	6,072	6,508	6,508	projected actuals	61
INTERNET SERVICE	3,220	3,122	3,575	\$297.93/month	33
ADVERTISING	200	57	200		2
WATER/COFFEE SERVICE	377	276	377		4
OFFICE SUPPLIES	5,410	3,694	5,410		51
POSTAGE	1,015	1,066	1,066	projected actuals	10
COPIER/ TONER EXPENSE	2,979	2,693	2,979		28
OFFICE FURNITURE & EQUIPMENT	3,000	243	0	community room furniture	0
TRAVEL & PROMOTION	500	453	500		5
TRAINING EXPENSE	741	1,050	741	Grace Hill	7
CREDIT CHECKING	350	295	350		3
EMPLOYEE MEALS	100	51	100		1
HEALTH INS. & OTHER EMP. BENEFITS	31,063	11,065	21,109	Budgeted for 1/2	197
PAYROLL TAXES	9,440	10,957	12,356	see payroll worksheet	115
WORKMAN'S COMPENSATION	10,323	5,427	10,323	keep current budget	96
SUB - TOTAL ADMINISTRATIVE	186,402	172,223	193,648		1,810
REAL ESTATE TAXES	0	0	0		0
SPECIAL ASSESSMENTS	316	0	316	2018-19 actual bill + 2%	3
OTHER TAXES, LICENSES & PERMITS	2,000	16,323	2,000	FTB; permit; survey	19
PROPERTY & LIABILITY INSURANCE	26,531	26,531	68,000	actual bill + 10%	636
FIDELITY COVERAGE INSURANCE	1,305	737	1,305	actual bill + 3%	12
OTHER INSURANCE	1,282	0	1,359	Flood insurance + 10%	13
SUB - TOTAL TAXES & INSURANCE	31,434	43,591	72,980		682
TOTAL O & M EXPENSES	530,212	574,519	576,301		5,386

RESERVE ACCOUNT ACTIVITY

RESERVE ACCOUNT ACTIVITY (ESCROWED)	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS
BEGINNING BALANCE	336,374	336,332	356,054	
TRANSFER TO RESERVE	32,100	32,100	32,100	2675/mo Berkadia
TRANSFER FROM RESERVE				
OPERATING DEFICIT				
BUILDING REPAIR & IMPROVEMENTS	98,400	12,378	89,371	
EQUIPMENT REPAIR & REPLACEMENT				
OTHER NON - OPERATING EXPENSES				
TOTAL TRANSFER FROM RESERVE	98,400	12,378	89,371	
ENDING BALANCE	270,074	356,054	298,783	

RESERVE ACCOUNT ACTIVITY (HELD BY AWI)	PROPOSED BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS
BEGINNING BALANCE				
TRANSFER TO RESERVE				
TRANSFER FROM RESERVE				
OPERATING DEFICIT				
BUILDING REPAIR & IMPROVEMENTS				
EQUIPMENT REPAIR & REPLACEMENT				
OTHER NON - OPERATING EXPENSES				
TOTAL TRANSFER FROM RESERVE				
ENDING BALANCE				

OPERATING RESERVE ACCOUNT ACTIVITY (HELD BY AWI)	PROPOSED BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS
BEGINNING BALANCE				
TRANSFER TO RESERVE	0	0	0	
TRANSFER FROM RESERVE				
OPERATING DEFICIT				
BUILDING REPAIR & IMPROVEMENTS				
EQUIPMENT REPAIR & REPLACEMENT				
OTHER NON - OPERATING EXPENSES				
TOTAL TRANSFER FROM RESERVE				
ENDING BALANCE	0	0	0	

OPERATING RESERVE ACCOUNT ACTIVITY (HELD BY AWI CDARS)	PROPOSED BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS
BEGINNING BALANCE	0	0	0	
TRANSFER TO RESERVE	0	0	0	
TRANSFER FROM RESERVE				
OPERATING DEFICIT				
BUILDING REPAIR & IMPROVEMENTS				
EQUIPMENT REPAIR & REPLACEMENT				
OTHER NON - OPERATING EXPENSES				
TOTAL TRANSFER FROM RESERVE	48			
ENDING BALANCE	0	0	0	

PART IV - RENT SCHEDULE

A. CURRENT APPROVED RENTS:

UNIT DESCRIPTION			TAX CREDIT RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			UTILITY ALLOWANCE (if used)
% OF MEDIAN TYPE	SIZE	NUMBER	TC MAX - UA	ADJ MAX RENTS	CURRENT RENTS		NET RENTS	OVERAGES EST.SEC.8	
1 Br 30%	1	9	397-64	333	333		35,964		
1 Br 45%	1	13	596-64	532	529		82,524		
1 Br 50%	1	43	663-64	599	591		304,956		
1 Br 60%	1	21	795-64	731	716		180,432		
2 Br 30%	2	1	477-75	402	402		4,824		
2 Br 30%	2C	1	477-83	394	394		4,728		
2 Br 45%	2	2	716-75	641	631		15,144		
2 Br 45%	2C	1	716-83	633	623		7,476		
2 Br 50%	2	9	796-75	721	706		76,248		
2 Br 50%	2C	2	796-83	713	698		16,752		
2 Br 60%	2	3	955-75	880	856		30,816		
2 Br 60%	2C	1	955-83	872	848		10,176		
Non Rev	2	1			856		10,272		
							0		
			Section 8 overages			10,221	122,652		
							0		
							0		
							902,964		
107									

CURRENT RENT TOTALS:

PROPOSED RENT INCREASE

UNIT DESCRIPTION			TAX CREDIT RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			
% OF MEDIAN TYPE	SIZE	NUMBER	TC MAX - UA	ADJ MAX RENTS	CURRENT RENTS	PROPOSED RENTS	NET RENTS	OVER/UND TC MAX	RENT INCREASE
1 Br 30%	1	9	397-73	324	333	324	34,992	0	(9)
1 Br 45%	1	13	596-73	523	529	523	81,588	0	(6)
1 Br 50%	1	43	663-73	590	591	590	304,440	0	(1)
1 Br 60%	1	21	795-73	722	716	722	181,944	0	6
2 Br 30%	2	1	477-85	392	402	392	4,704	0	20
2 Br 30%	2C	1	477-94	383	394	383	4,596	0	20
2 Br 45%	2	2	716-85	631	631	631	15,144	0	0
2 Br 45%	2C	1	716-94	622	623	622	7,464	0	(1)
2 Br 50%	2	9	796-85	711	706	711	76,788	0	5
2 Br 50%	2C	2	796-94	702	698	702	16,848	0	4
2 Br 60%	2	3	955-85	870	856	870	31,320	0	14
2 Br 60%	2C	1	955-94	861	848	861	10,332	0	13
Non Rev	2	1			856	866	10,392		
			Section 8 overages			14,978	179,736		
107							960,288	0	

Dollar per unit increase:

\$0

NET

SEC. 8

PART V - ANNUAL CAPITAL BUDGET

	Proposed Number of Units/Items	Proposed from Reserve	Actual from Reserve	Proposed from Operating	Actual from Operating	Actual Total Cost	Total Actual Units/Items
Appliances:							
Range	3	1770					
Refrigerator	3	2700					
Range Hood							
Washers & Dryers							
Other:							
Carpet and Vinyl:							
1 Br.	5	8500					
2 Br.	2	5200					
3 Br.							
4 Br.							
Other:							
Cabinets:							
Kitchen	1	5000					
Bathrooms							
Other:							
Doors:							
Exterior - back patio doors							
Interior							
Other:							
Window Coverings:							
Detail - Blinds	25	2750					
Other:							
Heating and Air Conditioning:							
Heating --Wall heaters							
Air conditioning	2	2200					
Other: Swamp Coolers							
Plumbing:							
Water Heater	2	2600					
Bath Sinks							
Kitchen Sinks							
Faucets							
Toilets							
Other:							
Major Electrical							
Detail: Exterior Lighting							
Other:							
Structures:							
Windows							
Screens							
Walls							
Roofing		20000					
Siding/stucco repair		10000					
Exterior Painting - touch up							
Other: Window Cleaning							
Paving:							
Asphalt							
Concrete							
Seal and Stripe							
Other: sidewalk leveling							
Landscape and grounds:							
Landscaping- Tree Trim		15000					
Lawn Equipment							
Fencing							
Recreation area							
Signs							
Other:Trash chutes							
Accessibility features:							
List: reasonable accommodations							
Other:							
Automation equipment							
Site management							
Common area							
Other:							
Other:							
List: Strobe Smoke Detectors	54	7651					
List: Window Washing	0						
List: Inspection: SB721		6000					
TOTAL CAPITAL EXPENSES:	97	89371	0	0	0	0	0

MEMO

Date: November 10, 2021

To: BCAHDC Board of Directors

From: Larry Guanzon, Deputy Executive Director
Hope Stone, BCAHDC CFO

Subject: Resolution No. 21-24C
2022 Operating Budget - Gridley Springs I Apartments, Gridley
(32 units, LIHTC-USDA subsidized, Family)

Attached please find the proposed Operating Budget for Gridley Springs I Apartments, Gridley for calendar year 2022.

The proposed budget was prepared by Sackett Corporation, third party property manager, along with DHI-DFA Gridley Springs Associates LLC, the owning partnership's Administrative General Partner. BCAHDC, as the Managing General Partner, also reviews and approves the budget. This proposed budget is subject to USDA-RD approval, as the property is regulated by USDA under a Section 515 loan.

The budget was compiled using current and historical trends. Vacancy loss is estimated at 2%. The budget includes Income of \$298,699, Expenses of \$194,950, Interest and Finance Expense of \$51,689, and Principle and Reserves payments of \$48,602. The Net Cash Flow is projected to be \$3,458. Only routine capital improvements are anticipated, the property is in good condition. While modest, the Net Cash Flow is typical for regulated affordable housing as structured.

Recommendation: motion to approve Resolution No. 21-24C.



BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION

RESOLUTION NO. 21-24C

APPROVAL OF THE 2022 FISCAL YEAR OPERATING BUDGET FOR
GRIDLEY SPRINGS I APARTMENTS, GRIDLEY, CA

WHEREAS, Butte County Affordable Housing Development Corporation (BCAHDC) is Managing General Partner of DHI-DFA Gridley Springs Associates LP, (Partnership) itself owner of Gridley Springs I Apartments, Gridley, California; and,

WHEREAS, BCAHDC prepares the budget for Gridley Springs I Apartments in conjunction with DHI-DFA Gridley Springs Associates, LLC and DFA Development, LLC, the Administrative General Partners, its Managing General Partner agent, Housing Authority of the County of Butte, and Gridley Springs I Apartments property manager, Sackett Corporation; and

WHEREAS, the Board of Directors of BCAHDC has reviewed the budget as proposed and found the budget to be in the best interest of the Gridley Springs I Apartments property, its residents, the Partnership, and BCAHDC;

THEREFORE, BE IT RESOLVED by the Board of Directors of the Butte County Affordable Housing Development Corporation, acting as Managing General Partner of DHI-DFA Gridley Springs Associates LP, owner of the Gridley Springs I Apartments, Gridley, CA, to hereby approve and adopt the Operating Budget for fiscal year 2022 for Gridley Springs I Apartments, Gridley, California, such Operating Budget attached to and made a part of this Resolution No. 21-24C.

Dated: November 18, 2021.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary

PROPOSED OPERATING BUDGET
Gridley Springs I Apartments, Gridley
For the year
2022

		ANNUAL
REVENUE		
4010	Apartment Rents	301,260
4015	Tenant Assisance Payments	
		<u>301,260</u>
VACANCIES		
4210	Apartment Vacancies	(5,811)
		<u>(5,811)</u>
NET RENTAL REVENUE		<u>295,449</u>
4320	Interest Income	100
4340	Interest Income- Sec Deposits	150
TOTAL FINANCIAL REVENUE		<u>250</u>
OTHER INCOME		
4045	Repayment Agreements	0
4055	NSF & Late Charges	0
4410	Laundry Revenue	3,000
TOTAL OTHER INCOME		<u>3,000</u>
TOTAL REVENUE		<u><u>298,699</u></u>
ADMINISTRATIVE EXPENSES		
6205	Advertising and Promotions	0
6208	Community Room Activities	0
6220	Credit Reports	120
6235	IT Support Services	0
6240	Telephone and Answering Service	2,680
6250	USDA Fees/Surcharges	0
6255	Postage and Mailing	360
6310	Administrative Personnel	0
6311	Office Supplies/Expense	1,800
6315	Dues and Subscriptions	0
6320	Management Fee	27,528
6330	Manager Salaries	25,074
6340	Legal Expense	1,000
6335	Education/Registration Fees	3,000
6350	Auditing Fees	8,000
	Other Administrative Costs	120
TOTAL ADMINISTRATIVE EXP		<u>69,682</u>

PROPOSED OPERATING BUDGET
Gridley Springs I Apartments, Gridley
For the year
2022

ANNUAL

UTILITIES EXPENSE

6450	Electricity	9,260
6451	Water	5,272
6452	Gas	400
6453	Sewer	8,400
6465	Garbage and Trash Removal	7,128
TOTAL UTILITIES EXPENSE		<u>30,460</u>

OPERATING and MAINT EXPENSES

6510	Rec Room Cleaning and Supplies	0
6515	Clean and Repair Apartment	0
6520	Cleaning/Repair Carpet, Drapes	0
6530	Exterminating Contract	0
6545	Security Systems and Maintenance	0
6549	Tree Service	0
6550	Grounds Maintenance/Supplies	4,800
6555	Landscaping Contract	15,480
6560	Maintenance Personnel	25,074
6565	Repair Materials	3,650
6570	Repair Contract & Vendor Labor	2,800
6580	Electrical Repair & Supplies	0
6590	HVAC Repair and Maintenance	0
6600	Appliance Repair and Maintenance	0
6605	Plumbing Repair and Supplies	0
6610	Exterior Painting and Supplies	0
6615	Interior Painting and Supplies	1,100
6620	Gas, Oil and Mileage	0
6630	Fire Protection Maintenance	0
TOTAL OPERATING and MAINT EXP		<u>52,904</u>

TAXES AND INSURANCE

6710	Property Taxes	1,899
6711	Payroll Taxes	5,325
6720	Property and Liability Insurance	14,268
6722	Workers Compensation	2,652
6730	Health/Dental Insurance	5,560
6735	Other Insurance	0
6790	Misc Taxes & Licenses	12,200
TOTAL TAXES AND INSURANCE		<u>41,904</u>

TOTAL EXPENSES 194,950

NET OPERATING INCOME (LOSS) 103,749

PROPOSED OPERATING BUDGET
Gridley Springs I Apartments, Gridley
For the year
2022

ANNUAL

INTEREST and FINANCE EXPENSE

6820	Mortgage Interest	19,289
6853	SHRA Bond Fee	0
6854	SHRA Bond Issuer Fee	0
6855	Bank Fees	0
6859	General Partner Fee	32,400
TOTAL INTEREST and FINANCE EXP		<u>51,689</u>

OPERATING PROFIT (LOSS)	<u><u>52,060</u></u>
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Replacements

6905	Roofing/Paving/Exterior	0
6910	Appliance Replacement	0
6915	Drapery and Blind Replacement	0
6920	Carpet/ Flooring Replacement	0
6925	HVAC Replacement	0
6927	Plumbing Replacement	0
6930	Glass Replacement	0
6935	Furniture and Equipment Replacement	0
6940	Door & Screen Repair/ Replacement	0
TOTAL COST OF REPLACEMENTS		<u>0</u>

PRINCIPLE AND RESERVES

1320	Replacement Reserves	20,378
2320	Mortgage/ Bond Payment	28,224
TOTAL PRINCIPLE AND RESERVE		<u>48,602</u>

NET CASH FLOW FROM OPERATIONS	<u><u>3,458</u></u>
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BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION

RESOLUTION NO. 21-25C

MEMORANDUM OF UNDERSTANDING WITH CENTRAL CALIFORNIA HOUSING CORPORATION
FOR DEVELOPMENT AND OPERATION OF BAR TRIANGLE FAMILY APARTMENTS, CHICO

WHEREAS, the Butte County Affordable Housing Development Corporation (BCAHDC), in response to need, seeks to increase the availability of affordable housing in the communities and jurisdiction it serves; and

WHEREAS, the Central California Housing Corporation (CCHC) has approached the Butte County Affordable Housing Development Corporation (BCAHDC) to participate in development of the seventy (70) unit affordable low-income family housing development called Bar Triangle Apartments, to be located on approximately 3.3 acres off Bar Triangle Street and Robailey Drive in Chico, Butte County, CA (Project); and

WHEREAS, such development is proposed to be accomplished by means of corporate partnership, such partnership structured and suitable for access to affordable housing subsidy sources, such as, but not limited to, the federal IRS Low Income Housing Tax Credit program as administered by the State of California Tax Credit Allocation Committee; and

WHEREAS, BCAHDC, seeks to act as Managing General Partner in the Limited Partnership (Partnership) that will own and operate the Project, in materially participating in the development and operation of the Property, and ensuring its ongoing affordability to the community; and

WHEREAS, a Memorandum of Understanding (MOU) has been drafted which substantially identifies the roles of the parties to the MOU; and,

WHEREAS, time is of the essence in proceeding with development of the Project; and

WHEREAS, the MOU has been determined sufficient for purposes of identifying roles and advancing project interests until such time as the formal Partnership Agreement is determined, based on the best interests of BCAHDC, and CCHC;

THEREFORE BE IT RESOLVED by the Board of Directors of the Butte County Affordable Housing Development Corporation (BCAHDC) to authorize its President to execute the Memorandum of Understanding (MOU) between BCAHDC and Central California Housing Corporation (CCHC) for purposes of participation in the seventy (70) unit affordable housing development project known as Bar Triangle Apartments, to be located on approximately 3.3 acres off Bar Triangle Street and Robailey Drive in Chico, Butte County, CA, such participation to be in accordance with the MOU, attached to and made a part of this Resolution No 21-25C.

Dated: November 18, 2021.

Edward S. Mayer President

ATTEST:

Marysol Perez, Secretary

MEMORANDUM OF UNDERSTANDING

By and Between

Butte County Affordable Housing Development Corporation (BCAHDC)
and
Central California Housing Corporation (CCHC)

RE: Proposed Apartment Complex to be known as
Chico Bar Triangle (Project)

LOCATION: Bar Triangle Street and Robailey Drive, Chico, California
APN: 002-190-025 – 3.3 acres

History & Recitals

Central California Housing Corporation (CCHC) dba Affordable Housing Development Corporation (AHDC) and Butte County Affordable Housing Development Corporation (BCAHDC) have successfully partnered in the past in the City of Chico to plan, finance, construct and operate affordable apartment housing for very low-to-low-income households in Chico.

Ownership Structure & Affordability Goals

CCHC has approached BCAHDC with an opportunity to partner on the development of a 70-unit multi-family apartment project serving families, known as Chico Bar Triangle (Project). The proposed affordable housing project is to be located on approximately 3.3 acres located off Bar Triangle Street and Robailey Drive in Chico. The project will offer a mix of 1-, 2-, and 3-bedroom units at various affordable rent levels, all at or below 60% AMI. This Memorandum of Understanding hereby describes terms between CCHC and BCAHDC for the above-described development.

Activities and Discussions to Date; Basic Financing Outline

To date, CCHC has undertaken the following pre-development activities:

- secured the proposed apartment project site;
- is diligently working on the Architectural Review Board (ARB) submittal through the City of Chico;
- has applied for City of Chico funding support;
- has initiated 3rd party reports including an aquatic resource delineation and market study and is in the process of initiating a Phase 1 environmental study and geotechnical study and,
- is seeking BCAHDC as its local non-profit development partner prior to offering this project to low-income housing tax credit investors.

Project Participants, Roles and Structure

- Developer – CCHC (Austin Herzog, Laurie Doyle, Erik Holland) as lead developer
- Contractor – Sunseri Construction, Inc.
- Architect – Mogavero Architects

- Civil Engineer- NorthStar Engineering
- Property Manager – WinnResidential
- Managing General Partners – BCAHDC will serve as a Managing General Partner to a to be formed limited partnership that will own and operate the Project (the Partnership). Upon admittance, BCAHDC shall have all rights and obligations of a Managing General Partner under California law. Notwithstanding, the assignment, delegation or reservation of any duty or obligation under the Partnership or the Property Management Agreement, BCAHDC shall at all times be considered to be continuously and substantially involved in the management and operation of the Partnership and the Project. BCAHDC shall:
 - a. Advise the Partnership concerning particular requirements of low-income housing rules and regulations and monitor compliance with all government regulations and file or supervise the filing of all required documents with government agencies.
 - b. Facilitate development and operation of the Project by appearance or correspondence with lenders and government bodies.
 - c. In conjunction with the Administrative General Partner execute and deliver all partnership documents on behalf of the Partnership.
 - d. Participate in hiring and overseeing the work of all persons necessary to provide services for the management and operation of the Partnership business.
 - e. Ensure Supportive Services are coordinated and delivered by BCAHDC or others as “delegated” to pursuant to BOE Rule 140.1;
 - f. BCAHDC shall obtain and maintain the “Welfare Tax Exemption” available to qualified low-income projects through California State Revenue & Taxation Code §§ 214(g), et seq. and related State Board of Equalization (BOE) administrative rules and rules of procedure.
 - g. BCAHDC seeks to conduct an in-house constructability review of project plans and specifications, in support of plan development, considering short-and long-term operational and longevity concerns.
 - h. BCAHDC shall also have any and all necessary authority to ensure compliance with BOE’s rulings and policies, as well as federal and state tax statutes and court rulings relating directly to the above-mentioned obligations.
 - i. BCAHDC can monitor labor wage rates, if applicable to the project.
 - j. BCAHDC will retain its own counsel to prepare the necessary and required opinions associated with the nonprofit Managing General Partner and tax exemption that will be processed.
- Administrative General Partner – a Limited Liability Corporation, to be formed, with member CCHC.

Proposed BCAHDC Compensation and Expenses

- Total BCAHDC compensation shall be \$30,000 and shall compensate the BCAHDC for its own and consultant expenses, including retention of BCAHDC to provide administrative services to represent BCAHDC, including filing of the Welfare Tax Exemption application, and including retention of legal and financial consultants working on behalf of BCAHDC’s interests. This fee shall be paid upon close of the Construction Loan. BCAHDC shall not be required to expend predevelopment costs on behalf of the Limited Partnership or the Project.

- In the event the Project becomes infeasible prior to Construction Loan close and/or Partnership formation as contemplated above, all third-party predevelopment costs incurred by BCAHDC, up and to the date of such determination of infeasibility, shall be the responsibility of BCAHDC. The total sum of such costs shall be limited to the BCAHDC compensation identified above.
- Developer Fee equal to ten percent (10%) shall be paid to BCAHDC.
- Annual service fee (MGP Fee) payable by the Partnership equal to \$100 per unit per year, paid in advance, the first year at Permanent Loan Close, and ensuing years after completion of audited financials. The MGP Fee shall be paid out of the Partnership Cash Flow waterfall immediately after the tax credit investor limited partner's asset management fee and after the deferred developer fee note (if applicable).

BCAHDC Contribution

BCAHDC is willing to contribute their ten percent (10%) portion of the Developer Fee, structured as a Residual Receipts Loan ("Loan") positioned behind the first mortgage against the property. The Loan shall accrue interest and be payable from a percentage of project cash flow and become due upon any sale, refinance or transfer of the Project interests. The final amount of the contribution shall be determined when final numbers are available, feasibility need can be finalized, and resulting savings and/or increases are negotiated. The contribution shall be provided at or before construction loan close. Payment of principal and interest shall be made after satisfaction of Investor Limited Partner Fee, annual Managing General Partner Fee, Deferred Developer Fee, and Administrative General Partner Fee.

Other Deal Points

- In the event the Project becomes infeasible and does not close, all predevelopment costs of the Project incurred by CCHC shall be the responsibility of CCHC, except those costs described above incurred by BCAHDC prior to admittance of BCAHDC to the Partnership.
- BCAHDC or its affiliates shall not be responsible for project "guaranties" or "indemnities" to the tax credit investor, lenders, and any other financial participant to the Project financing. CCHC shall also indemnify BCAHDC for its role and participation in the Partnership. CCHC, for itself, its subsidiaries and affiliates agree that BCAHDC's liability for failure to perform any duty or obligation under this MOU, the Partnership or any financing or security agreement entered into by the Partnership shall be limited to BCAHDC's interest in the Partnership.
- Property Management Company and Contractor shall be selected exclusively by CCHC. CCHC shall solicit BCAHDC input in considering the Property Management Company and Contractor retention and changes.
- BCAHDC shall hold a first priority Purchase Option and Right of First Refusal to acquire the property or all other partnership interests (collectively, the "Options") at year 15 (or earlier if approved by the investor), the end of the LIHTC compliance period and this Option, subject to IRS Section 42. BCAHDC shall have the right to review and comment on the letters of intent for equity (particularly with respect to the Options) and first mortgage lender and shall have the right to approve any terms and provisions that related specifically to BCAHDC or the Options. CCHC agrees that its interest in the Limited Partnership shall subject to the same terms and conditions approved by the tax credit investor relating to the Options.

- CCHC, as the sole member of the Administrative General Partner, and BCAHDC, agree that it is their intent to re-syndicate the Project and that upon re-syndication, BCAHDC or its affiliate (so long as BCAHDC is the managing general partner of the Partnership) will have at least the same membership interest, economic interests and approval/review rights in the Partnership as set forth in this MOU. As such, BCAHDC and CCHC agree that neither party will exercise their rights under the Options until CCHC and BCAHDC, together, have made a written determination not to pursue the re-syndication. For purposes of this section, a “re-syndication” refers to a new allocation of low-income housing tax credits for the Project. In connection with a proposed re-syndication, CCHC and BCAHDC will work cooperatively to determine the terms of the re-syndication and the use of any re-syndication proceeds.

Anticipated Timeline By CCHC For The Formation Of The Partnership

CCHC’s timeline (attached) identifies project development milestones, including but not limited to securing City of Chico financing support, completion of the Market Study, 9% LIHTC application, Partnership formation, and Construction Loan Close. Such timeline is attached for illustrative purposes regarding development intent and is subject to constraints and opportunities encountered in the course of project development.

Out of expediency and due to the short lead time available at this juncture, CCHC wants to remain flexible as to whether to proceed immediately by forming an initial partnership with BCAHDC or applying for the tax credit allocation in its own or an affiliate’s name, with the intent to be clearly expressed in the application to transfer the allocation to a to-be-formed limited partnership which includes BCAHDC as the Managing General Partner.

The Parties agree that this limited partnership will be a necessary vehicle for the inclusion of investors in the to-be-formed partnership for purposes of syndication of the low-income housing tax credits associated with the bond allocation and for additional reasons.

Agreement To Negotiate Additional Terms And Conditions In Good Faith/ Termination

The Parties realize that although it is the sincere desire of each of them for the proposed Project to come completely to fruition, that there is always a degree of risk in pre-development activities, and particularly in light of the economic uncertainty, the Parties each acknowledge that there may be certain circumstances, the occurrence of which may result in the decision that the best course of action is to terminate this Memorandum of Understanding. Such circumstances might include the inability of the project to secure an allocation of low-income housing tax credits, the inability of the project despite the best efforts of the Parties to obtain other necessary portions of the project’s financing package (such as city funding) or other causes which are not within the control of the parties to this agreement.

In the event such a termination is necessary for any reason by either Party, CCHC and BCAHDC hereto agree that each of them shall indemnify and hold harmless each of the other parties from any and all claims, causes of action or alleged injuries other than those caused by the gross negligence of one of the parties.

The Parties agree and understand that in all other respects each of them shall move forward and negotiate in good faith all issues necessary to plan the structure and financing of the above-mentioned affordable housing apartment complex.

DATED: November 18, 2021

Butte County Affordable Housing Development Corporation

By: Edward S. Mayer

Its: President

Central California Housing Corporation, a California corporation

By: Austin Herzog

Its: President

November 10, 2021

Memo

To: BCAHDC Board of Directors
From: Ed Mayer, President
Subject: Development Activity – Status

Project-based Section 8 Vouchers The Housing Authority of the County of Butte (HACB) has committed the project-basing of 213 Section 8 vouchers to date towards seven (7) affordable housing development partnerships in which BCAHDC acts as Managing General Partner. The project-based vouchers (PBV's) will provide housing opportunity to extremely low-income families, seniors, and other special needs populations in the cities of Chico, Oroville, Gridley and Orland, populations severely impacted by the Camp Fire Disaster.

The following outlines status of BCAHDC-related affordable housing development activity in Butte and Glenn Counties. Five (5) of the sixteen (16) projects have seen their Construction Loans close and are under construction, two in Chico, two in Oroville, and one in Gridley. An additional project is scheduled for its Construction Loan close in December:

North Creek Crossings Apts I, Chico (106 units, family, CCHC/BCAHDC. Lender: Wells Fargo. LIHTC Investor: R4 Capital) – located in Meriam Park, this project is under construction, with delivery of units scheduled for the end of 2022. HACB has committed 25 Section 8 project-based vouchers to this project.

North Creek Crossings Apts II, Chico (60 units, family, CCHC/BCAHDC) – application for the second round of 9% Disaster tax credits was made in July, notice of award has been received from CTCAC. HACB has committed 14 Section 8 project-based vouchers to this project.

Deer Creek Apts I, Chico (156 units, family, The Pacific Companies/BCAHDC. Lender: Bank of America/CitiBank. LIHTC Investor: Bank of America) – located at the southeast corner of Bruce Road and Highway 32, the project has achieved environmental clearance and is proceeding to its Construction Close, scheduled for December.

Deer Creek Apts II, Chico (48 units, family, The Pacific Companies/BCAHDC?) – application for the second round of 9% Disaster tax credits was made in July, notice of award has been received from CTCAC.

Park Ave Apts, Chico (59 units, formerly homeless singles, Jamboree/BCAHDC. Lender: Banner Bank. LIHTC Investor, CREA) – located across Park Avenue from HACB/BCAHDC's 1200 Park Avenue Apartments, this last month saw the project's Construction Close, with Notice to Proceed issued to the contractor. Occupancy is scheduled for the Summer of 2023. HACB has committed 43 Section 8 project-based vouchers to this project.

Riverbend Apts I, Oroville (72 units, family, The Pacific Companies/BCAHDC. Lender: Union Bank. LIHTC Investor: CREA) – located at the intersection of Nelson Avenue and Table Mountain Boulevard, the project is under construction. Delivery is scheduled for the Summer of 2022.

Riverbend Apts II, Oroville (48 units, family, The Pacific Companies/BCAHDC?) – application for the second round of 9% Disaster tax credits was made in July. Notice of award has been received from CTCAC.

Mitchell Ave Apts I, Oroville (36 units, seniors, The Pacific Companies/BCAHDC. Lender: Pacific Western Bank. LIHTC Investor: Redstone) – located immediately to the west of HACB's Winston Garden Public Housing property, the project is under construction, with delivery of units is scheduled for the Spring of 2022.

Prospect View Apts, Oroville (40 units, formerly homeless singles, The Pacific Companies/BCAHDC) – located next to the County Clerk and Recorder's office on Nelson Avenue, the project secured approvals from the City of Oroville and a State NPLH commitment from Butte County. Application for the second round of tax credits was made in July, with notice of award received from CTCAC. HACB has made a commitment of 39 Section 8 project-based vouchers to this project.

Ford Oaks Apts, Gridley (36 units, family, The Pacific Companies/BCAHDC. Lender: Umpqua Bank. LIHTC Investor: CREA) – located on Ford Avenue near the Gridley Springs I&II Apts, the project is under construction. Delivery of units is scheduled for the Spring of 2022.

Sunrise Village Apts, Gridley (37 units, seniors, The Pacific Companies/BCAHDC) – with CDBG funds secured from the City, and MHP funds from the State, shifting State program policy pushed finalization of financing. Application for the second round of 9% LIHTC Disaster credits was made in July. Notice of award has been received from CTCAC. HACB has committed 36 Section 8 project-based vouchers to this project.

Liberty Bell Apts, Orland (32 units, seniors, The Pacific Companies/BCAHDC) – this project has secured local HOME program funds, and has applied for 4% LIHTC's in the September funding competition. The project is on schedule for delivery in the Fall of 2022. HACB has committed 31 Section 8 project-based vouchers to this project.

Woodward Apts, Orland (36 units, family, The Pacific Companies/BCAHDC) – this project has secured State MHP funding, and has applied for 4% LIHTC's in the September funding competition. Like Liberty Bell Apts, the project is also on scheduled for delivery in the fall of 2022. HACB has committed 25 Section 8 project-based vouchers to this project.

BCAHDC, has entered into development Memorandums of Understanding with The Pacific Companies for development of two additional properties, one in Chico, the **Oleander Community Housing Apartments**, serving homeless singles and SMI clients, and the first phase of the **Orchard View Apartments**, Gridley, serving families. BCAHDC will consider a development Memorandum of Agreement with Central California Housing Corporation for a family development in Chico, the **Bar Triangle Apartments**, at this month's meeting of the Board

Butte and Glenn County Affordable Housing Development Activity

10-Nov-21

							Housing Authority Vouchers		
TPC/BCAHDC	City	Units	Serves	Funding		Funding Round		Close	Delivery
Sunrise Village Apts.	Gridley	37	Seniors	MHP	9% Disaster LIHTC's II	Jul 2021	36	May 2022	December 2022
Riverbend Apts. Phase 1	Oroville	72	Family		9% Disaster LIHTC's	Jul 2020		06/07/2021	Summer 2022
Riverbend Apts. Phase 2	Oroville	48	Family		9% Disaster LIHTC's II	Jul 2022			December 2023
Liberty Bell Apts.	Orland	32	Seniors	HOME, MDAP	4% LIHTC's	Sep 2021	31	May 2022	Fall 2022
Woodward Apts.	Orland	36	Family	MHP	4% LIHTC's	Sep 2021	25	May 2022	Fall 2022
8th Street	Orland	40	HUD-VASH	TBD			39		TBD
Mitchell Ave Apts Phase I	Oroville	36	Seniors		9% Disaster LIHTC's	Jul 2020		05/11/2021	Spring 2022
Mitchell Ave Apts Phase II	Oroville	35	Seniors		9% Disaster LIHTC's II	Jul 2021		Feb 2022	TBD
Ford Oaks Apts	Gridley	36	Family		9% Disaster LIHTC's	Jul 2020		5/27/2021	Spring 2022
Deer Creek Apts Phase I	Chico	156	Family		9% Disaster LIHTC's	Jul 2020		Dec 2021	Spring 2023
Deer Creek Apts Phase II	Chico	48	Family		9% Disaster LIHTC's II	Jul 2021		Mar 2022	December 2022
Prospect View	Oroville	40	Singles PSH	NPLH	9% Disaster LIHTC's II	Jul 2021	39	May 2022	December 2022
Orchard View Apts Phase I	Gridley	48	Family	CDBG-DR	9% LIHTC's	Mar 2022		Nov 2022	December 2023
Orchard View Apts Phase II	Gridley	48	Family	CDBG-DR	9% LIHTC's	Mar 2022			
Orchard View Apts Phase II	Gridley	48	Family	CDBG-DR	9% LIHTC's	Mar 2022			
Oleander Community Housing Apts	Chico	38	Singles/PSH	NPLH, CDBG-DR	9% LIHTC's	Oct-21		Mar 2023	
CCHC/BCAHDC									
North Creek Crossing Apts., Phase I	Chico	106	Family		9% Disaster LIHTC's	Jul 2020	26	06/17/2021	December 2022
North Creek Crossing Apts., Phase II	Chico	60	Family		9% Disaster LIHTC's II	Jul 2021	13		Spring 2023
Bar Triangle	Chico	70	Family	CDBG-DR	9% LIHTC's	Mar 2022			
Jamboree/BCAHDC									
1297 Park Ave. Apts.	Chico	59	Singles/PSH		9% Disaster LIHTC's	Jul 2020	43	Oct 8, 2021	Spring 2023
HACB									
Kathy Court Apts - rebuild	Paradise	12	Family	Bond Proceeds, PG&E Claim, CDBG-DR?					Fall 2022
Fogg Ave Apts	Oroville	16	Singles	TBD	CDBG-DR?				Fall 2023
HACB/BCAHDC Summary:		1121	total units	13 projects		696	213		Vouchers
		465	9% Disaster Credit units - round I						
		208	9% Disaster Credit units - round 2 (pending award)						
OTHER									
CHIP									
Creekside Place Apts	Chico	101	Seniors/PSH	NPLH, City	9% Disaster LIHTC's	Jul 2020	100	5/5/2021	December 2022
Paradise Community Village - rebuild	Paradise	36	Family		Cash				Now Leasing
Rural Communities Housing Development Corporation									
Glenn County NPLH	Willows	32	Singles/PSH	NPLH (15)	9% LIHTC				
North Valley Housing Trust									
Base Camp II	Oroville	18	Singles/PSH						
Veterans Housing Development Corp									
City Corporation Yard, Phase I	Oroville	40	HUD-VASH						
City Corporation Yard, Phase II	Oroville	40	Veterans						
Moe West - Impact									
Paradise Gardens III - rebuild	Paradise	48	Senior		9% Disaster LIHTC's II	Jul 2021			
Willow Partners									
Sierra Heights Apts II	Oroville	48	Senior		9% Disaster LIHTC's	Jul 2020			June 2022
Oroville Heights Apts II	Oroville	40	Family		9% Disaster LIHTC's	Jul 2020			July 2022
Domus - Newport Partners									
Lava Ridge Apts, 2796 Native Oaks Dr.	Chico	98	Family		9% Disaster LIHTC's	Jul 2020			
Tonea Way Apts, 184 Tonea Way	Chico	104	Seniors		9% Disaster LIHTC's II	Jul 2021			
K2 Development									
Bruce Village Commons, 1993 Bruce Rd	Chico	60	Senior		9% Disaster LIHTC's	Jul 2020		Aug 2021	Spring 2023
Olive Ranch Apts. I, Table Mtn & Grand	Oroville	84	Family		9% Disaster LIHTC's	Jul 2020		Feb 2021	Late 2022
Olive Ranch Apts. II	Oroville	83	Family		9% Disaster LIHTC's	Jul 2020		Aug 2021	Spring 2023
Olive Ranch Apts. III	Oroville	51	Seniors		9% Disaster LIHTC's II	Jul 2021			
Mono Apartments, 122 Mono Ave	Oroville	47	Family		9% Disaster LIHTC's II	Jul 2021			
CRP Affordable									
Senator Conness Apartments	Chico	162	Family		9% Disaster LIHTC's	Jul 2020			

Pipeline Projects: 2,213 units @ \$350K ea = \$ 774,550,000 est. 313 Section 8 Vouchers committed

1,141 9% Disaster LIHTC units - round 1
506 9% Disaster LIHTC's - Round 2 (pending award)

Legend:

CCHC - Central California Housing Corporation, Clovis, CA (Private LIHTC Developer)
BCA HDC - Butte County Affordable Housing Development Corporation (non-profit instrumentality of the Housing Authority of the County of Butte)
CHIP - Community Housing Improvement Program, Chico, CA
Jamboree - Jamboree Housing Corporation, Irvine, CA (non-profit LIHTC Developer)
PWC - The Pacific Companies, Boise, ID (private LIHTC Developer)

Source: Housing Authority of the County of Butte