

Live Oak Apartments  
Management Agreement - RCHDC  
Summary Budget

Fiscal Year 2021/2022

|                                 | Annual Cost      | Notes                          |    |
|---------------------------------|------------------|--------------------------------|----|
| <b>Estimated Total Revenue</b>  |                  |                                |    |
| Rental Income                   | \$113,863        | Estimated at x number of units | 11 |
| Operating Subsidy Grant         | \$561,230        | Grant provided by State of CA  |    |
| <b>Total Income</b>             | <b>\$675,093</b> |                                |    |
|                                 |                  |                                |    |
| <b>Estimated Total Expenses</b> |                  |                                |    |
| Project Staffing                | \$236,002        |                                |    |
| Operations                      | \$265,230        |                                |    |
| Management Overhead             | \$82,818         |                                |    |
| Reserves                        | \$91,043         |                                |    |
| <b>Total Expenses</b>           | <b>\$675,093</b> |                                |    |
|                                 |                  |                                |    |
| <b>Net Balance</b>              | <b>\$0</b>       |                                |    |
|                                 |                  |                                |    |
|                                 |                  |                                |    |
|                                 |                  |                                |    |

Live Oak Apartments  
 RCHDC Management Contract  
 Project Revenue

Fiscal Year 2021-2022

|   | # of Units | Average<br>Monthly Rental<br>Income | Annual for FY 21/22 | Notes   |
|---|------------|-------------------------------------|---------------------|---|
| Rental Income   | 11         | \$908                               | \$119,856           |   |
| Less Estimated Vacancy Loss   |            |                                     | -\$5,993            | estimated at 5%   |
| Operating Subsidy   |            |                                     | \$561,230           | <i>Operating Subsidy grant provided by<br/>Housing and Community Development<br/>Department, State of California.</i> |
|   |            |                                     | <b>\$675,093</b>    |   |
| <p><i>Estimate of the number of units generating rental income is very conservative for Fiscal Year 2021-2022.</i></p> <p><i>Project management expects that the significant majority of units will generate rental income<br/>by the end of the fiscal year.</i></p> |            |                                     |                     |   |

Live Oak Apartments  
RCHDC Management Agreement  
Project Expense

Fiscal Year 2021-2022

| Expense Category                 | Annual Cost      | Notes  |
|----------------------------------|------------------|--|
| <b>Project Staffing</b>          |                  |  |
| Custodial Staff                  | \$43,680         | contracted custodial on-site staff           |
| Resident Manager                 | \$40,706         | on-site, living in apartment                 |
| Security Guard                   | \$129,270        | 12 hours x 365 days, plus additional 14 days |
| Employee Benefits                | \$22,346         | health insurance, payroll taxes              |
| (Social Worker)                  | n/a              | employed and supervised by HHSA              |
| (Social Worker Assistant)        | n/a              | employed and supervised by HHSA              |
| <b>Total Project Staffing</b>    | <b>\$236,002</b> |  |
| <b>Operations</b>                |                  |  |
| Office Supplies                  | \$21,000         | supplies, printing, computer                 |
| Building Utilities               | \$105,224        | water, gas, sewer, electricity, garbage      |
| Off-Site Maintenance Technician  | \$40,706         | assigned to the project                      |
| Speciality Maintenance Contracts | \$33,320         | includes painting and pest control           |
| Maintenance Supplies             | \$16,800         |  |
| Grounds Maintenance              | \$11,200         |  |
| Miscellaneous Operating Expense  | \$20,980         | credit reports, cable, specialty cleaning    |
| Taxes and Insurance              | \$16,000         |  |
| <b>Total Operations</b>          | <b>\$265,230</b> |  |
| <b>Management Overhead</b>       |                  |  |
| Management Fee                   | \$49,728         | 56 units x \$74 p/unit p/mth                 |
| Miscellaneous Admin Overhead     | \$33,090         | audit, bookkeeping, legal, training, travel  |
| <b>Total Management Overhead</b> | <b>\$82,818</b>  |  |
| <b>Total Cost of Operations</b>  | <b>\$584,050</b> |  |
| <b>Reserves</b>                  |                  |  |
| Replacement Reserve Account      | \$56,000         | \$1000 per unit x 56 units                   |
| Operating Reserve Account        | \$35,043         | 6% of total cost of operations               |
| <b>Total Reserves</b>            | <b>\$91,043</b>  |  |
| <b>Total Expenses</b>            | <b>\$675,093</b> |  |