# San Francisco Mayor's Office of Housing and Community Development 

Department of Homelessness and Supportive Housing
Office of Community Investment and Infrastructure
Controller's Office of Public Finance

## MEMORANDUM

# DATE: AUGUST 19, 2022 <br> TO: CITYWIDE AFFORDABLE HOUSING LOAN COMMITTEE <br> FROM: ANNE ROMERO, SENIOR PROJECT MANAGER <br> RE: $\quad 2060$ FOLSOM - ADDITIONAL \$499,999 GAP REQUEST DUE TO INCREASES IN CAPITAL DEVELOPMENT AND OPERATIONS COSTS 

## 1. Request Summary

Mission Economic Development Agency (MEDA) and Chinatown Community Development Center (CCDC), co-General Partners of 2060 Folsom Housing, L.P. (Sponsor), request additional gap financing in the amount of $\$ 499,999$ for a 127 -unit affordable housing development at 2060 Folsom Street (the "Project"). Upon lease up, the Project has experienced increased operating costs which has reduced cashflow and the permanent mortgage that the Project can leverage. In addition, rents for the Transition Age Youth (TAY) units have come in far lower than projected, resulting in a greater need for LOSP subsidy to support those units. Due to construction delays and complications with the community serving commercial space build-out, the Project has tax credit adjusters which has reduced equity, and the Project no longer has anticipated excess proceeds which would have offset this loss. The project must covert to permanent financing by September 22, 2022 to meet the construction loan maturity date or face additional loan extension fees and increased construction loan interest. MOHCD staff have been working closely with the Sponsors and support this request to allow a reduced permanent mortgage and make up for lost equity. If Loan Committee approves the loan increase, the loan amendment will not require Board of Supervisors' approval.

## 2. Project Overview and Project Status

a. Project Overview

CCDC and MEDA were selected to co-develop the affordable housing at the City-owned 2060 Folsom housing site based on a proposal submitted under the $17^{\text {th }} \&$ Folsom Request for Proposals ( $R F P$ ) issued on May 1, 2015. The site was dedicated for affordable housing and green space in response to the community organizing of People Organizing to Demand Environmental and Economic Justice (PODER) dating back to 2000. As part of the Eastern Neighborhoods Plan, the City agreed to transform the San Francisco Public Utilities Commission parking lot into a public park and affordable housing. The Recreation and Parks Department and Department of Public Works began construction of In Chan Kaajal Park in

2016 and it opened in 2017. Funding for the affordable housing wasn't available until 2015, when the RFP was issued. The housing site was developed into 9 stories of 127 units including 29 units for transition age youth. The ground floor contains community serving uses totaling 11,700 s.f. that face south onto a public paseo and the park. The Project was financed with tax exempt bonds and $4 \%$ low income housing tax credits, General Partner equity, Federal Home Loan Bank Affordable Housing Program (AHP) funds, State Affordable Housing and Sustainable Communities (AHSC) funding, and MOHCD permanent financing. Construction commenced in December 2018, and the Project received its Temporary Certificate of Occupancy (TCO) in April 2021. The MOHCD gap loan, approved at Loan Committee on November 2, 2018, was originally for $\$ 32,716,103$, and included a bridge AHP loan. The Sponsor was successful in obtaining the AHP award in the amount of $\$ 1,260,000$, which was repaid to MOHCD in June 2020, bringing the current total MOHCD loan balance to $\$ 31,456,103$.

Ground floor community serving uses make up an important component of the development, and have evolved since the original proposal. The entire ground floor includes an affordable child development center to be operated by Good Samaritan Family Resource Center, youth programing and office space for Youth Speaks and First Exposures, youth \& adult leadership and civic engagement programs of PODER, and a small corner café with an adjacent public restroom that can be accessed by park users. Commercial uses are at different stages of completion and occupancy.

## b. Project Completion Delays

The Project was originally scheduled to achieve TCO in October of 2020. The final date of TCO was delayed until April 30, 2021. The seven month completion delay is due to several factors, including early delays with sequencing challenges between the site work and concrete pours, which were complicated by rain delays. These early delays pushed the TCO date to January 23, 2021. In late 2020, as the Project was preparing for PGE energization of the building, the team was informed by PGE that, partly due to COVID-related staffing shortages, the inspection would be delayed by 2 months, pushing TCO into February of 2021. This setback then pushed out the State elevator inspection and other systems inspections that were dependent on electrification of the building for start-up. Impacts of the Covid-19 pandemic on this project included lower onsite staffing due to the need for physical distancing and fewer trades onsite at one time, which extended the construction period, and delays around DBI and DPW inspections. The Final Certificate of Occupancy was issued on December 8, 2021.

The Covid-19 pandemic affected lease up as well. The building was fully leased as of September 2021; however, prior to this time, the leasing office was forced to close multiple times due to staff exposures and illness. Some of these closures meant some of the information the team had gathered went stale and thus had to requalify applicants. Construction delays had a similar impact on the files. The lease up team also had an extremely difficult time verifying income as businesses were not adequately staffed and sometimes were temporarily closed.

While the Project was able to achieve $100 \%$ occupancy in 2021, the lease-up period shifted by 4 months (closing projection lease up period of Jan-Mar 2021 vs. actual May-Aug 2021), and reached stabilized occupancy between February and April 2022, resulting in a $\$ 621,854$ downward adjuster in tax credit proceeds. It also resulted in additional months of construction loan interest payments and payment of reserves that would have otherwise been returned to the City as excess proceeds as required in the Loan Agreement.

## c. Commercial Space Update

The ground floor commercial space includes four neighborhood- and resident-serving organizations as well as a small café space on Folsom adjacent to the park with indoor and outdoor seating. There are public restrooms accessible to park users during the hours that the paseo is open. The commercial space is not subdivided and the 2060 Folsom, LP has leased the commercial space to the commercial space master tenant, MEDA, for a 35-year term. The annual rent is the greater of $\$ 43,584$ or $85 \%$ of the Net Sublease Income for the prior calendar year. MEDA, in turn, has subleased the individual tenant spaces to the individual commercial tenants. As allowed under the MOHCD Commercial Space Policy, because all subtenants are community serving, the nonprofits are being charged below-market rate rents. The tenants will also pay $\$ 0.50-\$ 1.45 / \mathrm{SF}$ for Common Area Maintenance (CAM) charges. Total annual rent plus CAM charges from subtenants is projected to be $\$ 187 \mathrm{~K} /$ year. A vacancy rate of $20 \%$ is budgeted, with an Effective Gross Income of $\$ 149,835$. Total operating expenses, including janitorial services and supplies for the public restroom is $\$ 72,980$. Commercial cashflow that goes to the residential Project is projected at $\$ 43,584$, as required by the Commercial Master Lease Agreement and shown in revenue in the operating budget. The delays in completion of the commercial spaces and lease up have resulted in additional vacancy loss and loss of rental income.

Rent terms with the commercial sub tenants are the following:

| Tenant Space | Organization | Rent Rate | CAM Charge | Annual Rent (Base Rent + CAM) | Sublease Term |
| :---: | :---: | :---: | :---: | :---: | :---: |
| A | PODER | \$1.25/SF | \$0.52/SF | \$38,310 | 20 Years plus three 5-year options to extend (total 35 years) |
| B | Youth Speaks and First <br> Exposures | \$1.25/SF | \$0.52/SF | \$100,762 | 20 Years plus three 5-year options to extend (total 35 years) |
| C | Good <br> Samaritan | \$1.00/Year | \$0.43/SF | \$27,656 | 20 Years plus three 5-year options to extend (total 35 years) |
| D | Café | \$2.50/SF | \$1.45/SF | \$20,566 | TBD |
|  | TOTAL | 11,704 SF | Excluding courtyard | \$187,294 |  |

## Current Status of Completion of Tenant Improvements

## PODER

PODER will start construction in October 2022 and anticipates completion in February 2023. PODER's fundraising relies on a congressional earmark from Speaker Pelosi's appropriation funds, and in order to use the funds, they must first complete a federal Environmental Review. The funds are being administered through the HUD Economic Development Initiative (HUD EDI) grant, and are anticipated to be available in October 2022.

PODER will provide parent/youth community leadership programs, and will move its offices and programs to this hub. In addition to being a commercial tenant, PODER will be the program partner to provide Bicis Del Pueblo. This program develops bicycling skills and environmental justice awareness of low-income communities of color by engaging in bike based workshops, classes, and community activities. This program will be funded by Affordable Housing and Sustainable Communities (AHSC) funds.

## Youth Speaks and First Exposures

Youth Speaks and First Exposures completed their tenant improvements and are in operations. They celebrated their grand opening on July 16, 2022.

Youth Speaks and First Exposures are two youth serving providers who are sharing the space. Youth Speaks provides youth development programs in the areas of Spoken Word performance, including youth poetry slams, festivals and literary arts education programs. First Exposures provides youth ages 11-18 the opportunity to learn photography in a community based setting with mentoring and support, as well as academic year mentorships, summer groups, and summer artist residencies.

## Good Samaritan Childcare

When Good Samaritan initiated this tenant improvement project, they anticipated fully funding the work through private fundraising. The Sponsors confirmed with MOHCD at the time that subtenant improvements would not need to require prevailing wages given that there were no public funds in the commercial buildout and it was a completely separate project from the residential project. After Good Samaritan started construction, the Office of Labor Standard Enforcement (OLSE) received a complaint that the tenant improvement project did not include prevailing wages. OLSE investigated and determined that the subtenant tenant improvement project would require prevailing wages since the overall project is built on a site with a City ground lease. OLSE calculated the back payment amount at $\$ 241,859$ to correct the contractor wage payments up to the date of the complaint. Good Samaritan and the General Contractor had an escalating conflict as Good Samaritan tried to resolve the issue of the back pay and make adjustments to the contract going forward to complete the project. There was a gap of sources due to increased labor costs, construction pause and the construction delays. With MOHCD staff approval, the project paid the $\$ 241,859$ billed amount to OLSE from project savings to address
the prevailing wage restitution from Good Samaritan's first phase of construction, and OLSE paid the funds directly to the workers. Ultimately the original General Contractor walked off the job and placed a mechanics' lien on the leasehold interest of the property. Good Samaritan procured a new General Contractor under MOHCD guidance, and was able to bond around the lien which had threatened to further delay conversion. Good Samaritan is now in arbitration with the former contractor.

To cover the cost of prevailing wages for the remaining scope and bidding to complete the tenant improvements, Good Samaritan submitted a request to the Community Development division of MOHCD under the Mission Neighborhood Childcare in Affordable Housing Capital Project $R F P$, due May 13, 2022, for an additional $\$ 600,000$, and is also pursuing additional sources to complete the build out. MOHCD Community Development has awarded the funds to Good Samaritan. The MOHCD Housing Development division intends to amend the commercial space policy to delineate that commercial tenant improvement buildouts on sites with a City Ground Lease must include prevailing wage, even if no public sources are funding the buildout. Project completion is anticipated early November 2022.

## Café

MEDA's potential tenant for the Cafe space, Cafe de Olla, has been operating at the ground floor of Plaza Adelante (MEDA's office) since November 2019. However, after reviewing the costs of the potential tenant improvements in design and construction, Cafe de Olla decided to pursue another space. MEDA is currently working with a commercial broker consultant to lease the cafe space, and anticipates having a tenant by October 2022. .

## Public Restroom and Paseo

The Memorandum of Understanding (MOU) agreement between the Limited Partnership and the City's Recreation and Parks Department is being finalized, as the restroom operation hours and paseo gate opening and closing responsibilities have been worked out. The parties are finalizing the last round of comments and plan on executing the MOU by mid-August 2022, which is an investor condition of permanent loan closing. The public restroom can then begin operations for park users, and the paseo will be open to the public during the park and public restroom open hours.

## 3. Development Cost Variance Analysis

## a. Variance in Sources

Total development sources are less than were projected at construction loan closing, as necessitated by the reduced permanent loan that the Project can leverage and reduced tax credit equity due to tax credit adjusters caused by the delayed completion. Loss in sources total $\$ 1.4$ million between the reduced mortgage and the loss in tax credit equity. The Project needs an additional $\$ 499,999$ in MOHCD funds to meet the sources gap at
conversion. With the MOHCD additional amount, total sources are $\$ 910,785$ less than projected at construction loan closing.

| Permanent Sources | Closing Budget | Closing Budget After AHP Pay Down | Cost Cert Budget | Variance of Cost Cert from Closing Budget after AHP Paydown |
| :---: | :---: | :---: | :---: | :---: |
| MOHCD | \$32,716,103 | \$31,456,103 | \$31,956,102 | \$499,999 |
| Perm Loan - A Tranche | \$ 8,853,000 | \$8,853,000 | \$8,064,000 | \$(789,000) |
| FHLB - AHP |  | \$1,260,000 | \$1,260,000 | \$ - |
| AHSC | \$ 9,300,000 | \$9,300,000 | \$9,300,000 | \$ - |
| Deferred Developer Fee | \$1,784,976 | \$1,784,976 | \$1,784,976 | \$ - |
| Capital Contributions |  |  |  |  |
| General Partner | \$100 | \$ 100 | \$100 | \$ - |
| Limited Partner | \$ 35,214,507 | \$35,214,507 | \$34,592,723 | \$(621,784) |
| TOTAL: | \$87,868,686 | \$87,868,686 | \$86,957,901 | \$(910,785) |

## b. Variance in Uses

Total uses are reduced by $\$ 910,785$, primarily through savings in financing costs due to a very favorable construction loan variable rate term, as well as savings in soft costs. Savings in these areas make up for increases in other line items and provide an overall reduction. (This table summarizes the variance in the closing and cost cert budgets, which have some different line item categories from the MOHCD budget format, although the totals are the same.)

| Permanent Uses | Closing Budget |  | Cost Cert Budget |  | Variance of Cost Cert from Closing Budget after AHP Paydown |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Acquisition, Demolition \& Remediation | \$ | 1,229,465 | \$ | 1,081,617 | \$ | $(147,848)$ |
| Construction | \$ | 70,707,975 | \$ | 70,735,717 | \$ | 27,742 |
| A\&E, Construction Rep | \$ | 3,855,050 | \$ | 4,544,181 | \$ | 689,131 |
| Other Soft Costs | \$ | 2,849,811 | \$ | 2,211,758 | \$ | $(638,053)$ |
| Financing Costs | \$ | 3,353,109 | \$ | 1,742,625 | \$ | $(1,610,484)$ |
| Capitalized operating reserve | \$ | 572,118 | \$ | 638,898 | \$ | 66,780 |
| Commercial Start Up \& Vac Loss | \$ | 52,382 | \$ | 122,334 | \$ | 69,952 |
| Commercial Prevail Wage Payment | \$ | - | \$ | 241,859 | \$ | 241,859 |
| Developer Fee | \$ | 4,250,000 | \$ | 4,250,000 | \$ | - |
| Bond issuance Costs | \$ | 998,776 | \$ | 1,388,912 | \$ | 390,136 |
| TOTAL: | \$ | 87,868,686 | \$ | 86,957,901 | \$ | $(910,785)$ |

Significant variances are in the following line items:

- Acquisition, Demo and Environmental Remediation - savings in transfer tax and offsite improvements
- Construction - overall increases in construction costs due to delays and general conditions were covered by the hard cost contingency
- A\&E - Increase in architecture, survey, engineering due to extended construction period
- Other Soft Costs - overall reduction in soft costs
- Financing costs - the original construction loan term started with variable rate at LIBOR in December 2018, which at the peak was at $4+\%$, and throughout construction the LIBOR was as low as $1.575 \%$. The construction loan continued with LIBOR through the third loan amendment. At the fourth loan amendment that was executed in June 2022, the LIBOR rate was terminated and was under the Secured Overnight Financing Rate (SOFR). These variable historic low rates contributed to over $\$ 1.6$ million in construction loan interest savings, even with the construction loan extensions. The Sponsors also signed an interest rate lock letter for the permanent loan at $4.9 \%$ with the floor of $4.5 \%$ at the time of construction loan closing.
- Capitalized operating reserve is increased due to increased operating costs to maintain the required six months of operating cost reserve
- Commercial start-up costs and vacancy loss have increased due to delayed completion of the commercial spaces
- Commercial Prevailing wage payment was a new cost due to unanticipated prevailing wage requirement for the commercial tenant improvement build-out for Good Samaritan. MOHCD approved this payment as part of a workout, to be made out of excess proceeds, which have since been depleted.
- Total developer fee is the same at $\$ 4,250,000$, with the developer taking $\$ 1,784,976$ as deferred fee through operations. The Sponsor is requesting that a higher allocation be considered Commercial Developer Fee in order to comply with the original TCAC Reservation Letter for residential costs and to have a standard square footage proration, which is how other soft costs are allocated in the Cost Certification. However, the distribution between the co-developers will remain the same. Given that the total developer fee is the same, and the increase in commercial space fee is taken as deferred fee, MOHCD staff support this allocation.
- Bond issuance / Financing Fees have increased in part due to higher lender legal costs and construction loan extension fees


## 4. Increased Operating Costs

After the Project reached stabilized occupancy between February and April 2022, operating expenses were higher than projected. At the same time, rental income for the TAY units came in lower than projected, due to reasons outlined below. The revised operating budget reflects an increased LOSP subsidy to meet the gap in operating costs for the LOSP units given the increase in operating costs and reduced rents. The overall reduced cashflow, even with the increase in LOSP, means that the amount of permanent debt that can be leveraged is reduced from $\$ 8,853,000$ (at the time of construction closing) to $\$ 8,064,000$ in order to meet the required debt service coverage ratio (DSCR) of 1.2.

The operating budget was reviewed and approved at the LOSP funding request on September 18, 2020; total operating expenses were projected at $\$ 1,559,061$ for the initial year, or $\$ 12,276$ PUPA. TAY rents were assumed at $\$ 200$ / month, and all expenses were split on a prorated basis ( $23 \%$ LOSP / 77\% Family) except for Desk Clerk Coverage, which was split $80 \%$ on LOSP units and $20 \%$ on Family.
a. Variance in Project Income

| Operating Income | LOSP Approved Budget |  | Conversion Operating Budget |  | Variance |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Residential Tenant Rents - TAY HH | \$ | 69,456 | \$ | 18,084 | \$ | $(51,372)$ |
| Residential Tenant Rent - Family | \$ | 1,871,688 | \$ | 1,878,144 | \$ | 6,456 |
| Residential - LOSP | \$ | 401,374 | \$ | 465,343 | \$ | 63,969 |
| Master Lease Payment | \$ | 43,584 | \$ | 43,584 | \$ | - |
| Miss Rent Income | \$ | 1,250 | \$ | 1,250 | \$ | - |
| Laundry \& Vending | \$ | 6,900 | \$ | 690 | \$ | $(6,210)$ |
| Gross Potential Income | \$ | 2,407,813 | \$ | 2,407,095 | \$ | (718) |
| Vacancy Loss - Tenant Rents | \$ | $(97,136)$ | \$ | $(94,811)$ | \$ | 2,325 |
| Effective Gross Income | \$ | 2,310,677 | \$ | 2,312,284 | \$ | 1,607 |

- Rental Income - Upon stabilization, rental income came in lower than projected because TAY PSH households have a much higher percentage of zero income tenants than projected. TAY annualized rents total $\$ 18,084$ (an average of $\$ 51$ PUPM) versus the projection of $\$ 69,456$ ( $\$ 200$ PUPM). This represents a rental income loss of $\$ 51 \mathrm{~K}$ in Year 1. While this variance does not result in a loss of rental income due to the LOSP contract, it does mean the LOSP contract annual amounts will need to be adjusted (see below).

For some of the households with extremely large balances of rent due, Larkin Street Youth Services Support Services and CCDC were hopeful that the TAY tenants would be granted partial or full COVID rent relief, which did not come to fruition for the majority of the TAY tenants. Meetings between HSH, Larkin Street Youth Services, CCDC and MEDA revealed these findings:
$>$ TAY tenants struggle to maintain or gain employment related to COVID-19, unforeseen circumstances, and/or personal reasons during the pandemic which made rent collection difficult;
$>$ Behavioral health challenges have been a consistent barrier for TAY to engage with support services and/or property management in a consistent or timely manner;
$>$ The eviction moratorium created a sense of housing security and many TAY tenants felt that they were protected from eviction, resulting in less pressure to engage with providers around their tenancy unless 'required'
> 17 of the 29 TAY households are reporting \$0 income
$>4$ of the TAY households are in arrears on their payment plans
$>$ Larkin Street Youth Services is working with TAY households to secure public assistance

CCDC and Larkin Street have been working with tenants who were not awarded COVID rent relief from the State to apply for SF Emergency Rental Assistance Program (ERAP). When ERAP is exhausted, the services team will work with them to secure other $3^{\text {rd }}$ party assistance through CCYO RADCO Eviction Defense, and other rental assistance programs as available. The team will have a better idea of what outstanding balances look like by early Fall. The providers and HSH will reconvene in Fall 2022 to evaluate how rental support and rent payment have progressed, and report out to MOHCD for LOSP budgeting purposes per the recommended Loan Condition.

CCDC Asset Management will also consult their counterparts at TNDC, who also provide TAY units, to better understand their rental income for this population, so that the project can better forecast the cashflow in future years.
$>$ Residential Income on family units is in line with projections
$>$ LOSP Increase - due to the reduced TAY household rents and increased operating expenses, the need for LOSP has increased from $\$ 401,374$ in the LOSP Contract in Year 1 to $\$ 465,343$ in Year 1, an increase of $\$ 63,969$. The total LOSP Contract in place is $\$ 8.9$ million over 15 years, and can be relied on to provide the increased LOSP amounts at the current projections for 12 years. The LOSP amounts will need to be adjusted in the global LOSP budget. It is likely that TAY rents will increase upon further engagement and stabilization, which would require less of a LOSP increase in future years. The LOSP contract will be re-underwritten for renewal when it approaches 1 year from full contract utilization.
b. Variance in Operating Expenses

At stabilized occupancy, operating expenses have come in at $\$ 1,606,104$, or $\$ 12,646$ PUPA, a total operating budget increase of $\$ 47,043$ from when the 2020 LOSP Request when the project LOSP proforma was underwritten.


DSCR Perm Mortgage

## 1.2

This operating cost increase is primarily due to Property and General Liability Insurance increasing by $\$ 93,000$ from $\$ 134 \mathrm{~K}$ to $\$ 227 \mathrm{~K}$. Insurance costs for affordable housing providers have increased across the industry, due to the pandemic and other swings in the market.

The Sponsor was able to identify savings in other line items such as Administration, Maintenance \& Repair, Services for Non-LOSP Households to make up for a portion of this increase. Net Operating Income was reduced by $\$ 45,435$, which reduced the amount of debt that could be leveraged with the required DSCR of 1.20.

## 5. PROPOSED LOAN CONDITIONS:

1. Property management and supportive services' teams continue to provide support to TAY households and service engagement efforts to increase rental income and rent payment among the TAY households. The team will report to HSH and MOHCD on the status of TAY rent payment by November 1, 2022 for LOSP budgeting purposes for 2022-23.
2. Subleases for all commercial subtenants will be submitted to MOHCD for review.
3. Monthly commercial space status updates to be provided to MOHCD on project Tenant Improvement completion, commercial revenue, and subleasing of café space by the $5^{\text {th }}$ of the month until all commercial spaces are in operation. Deferred commercial developer fee will be held back until commercial spaces are complete and leased.
4. MOU with RPD will be executed prior to conversion.

## 6. LOAN COMMITTEE RECOMMENDATION

Approval indicates approval with modifications, when so determined by the Committee.
[ ] APPROVE. [ ] DISAPPROVE. [ ] TAKE NO ACTION.

Eric D. Shaw, Director
Mayor's Office of Housing and Community Development
[ ] APPROVE. [ ] DISAPPROVE. [ ] TAKE NO ACTION.

Salvador Menjivar, Director of Housing
Department of Homelessness and Supportive Housing
[ ] APPROVE. [ ] DISAPPROVE. [ ] TAKE NO ACTION.

Thor Kaslofsky, Executive Director
Office of Community Investment and Infrastructure
[ ] APPROVE. [ ] DISAPPROVE. [ ] TAKE NO ACTION.

Anna Van Degna, Director Controller's Office of Public Finance

Attachments: $\quad$ Sources and Uses
Operating Budget
Cashflow

## Chavez, Rosanna (MYR)

From:
Sent:
To:
Subject:

Shaw, Eric (MYR)
Friday, August 19, 2022 11:35 AM
Chavez, Rosanna (MYR)
2060 Folsom: Additional Gap

I approve

Eric D. Shaw
Director/ Interim Director HopeSF
Mayor's Office of Housing and Community Development
City and County of San Francisco
1 South Van Ness Avenue, 5th Floor

## Chavez, Rosanna (MYR)

| From: | Menjivar, Salvador (HOM) |
| :--- | :--- |
| Sent: | Thursday, August 25, 2022 12:00 PM |
| To: | Chavez, Rosanna (MYR); Shaw, Eric (MYR) |
| Subject: | ADDITIONAL GAP FINANCING FOR 2060 FOLSOM |

I approve an additional gap financing in the amount of \$499,999 for a 127-unit affordable housing development at 2060 Folsom Street.

Salvador Menjivar

## Chavez, Rosanna (MYR)

| From: | Colomello, Elizabeth (CII) |
| :--- | :--- |
| Sent: | Friday, August 19, 2022 11:33 AM |
| To: | Chavez, Rosanna (MYR) |
| Cc: | Shaw, Eric (MYR); Kaslofsky, Thor (CII) |
| Subject: | 2060 Folsom: Additional Gap \$499,999 |

Hi Rosie,
On behalf of OCII, I approve the request for funds for the subject project.
Thanks-
Elizabeth


Elizabeth Colomello
Housing Program Manager
P One South Van Ness Avenue, 5th Floor San Francisco, CA 94103
2 415.749-2488, Cell 415.407-1908
f www.sfocii.org

uses







| Total \# Units: <br> 127 <br> INCOME | LOSP Units | $\begin{aligned} & \text { Non-LOSP } \\ & \text { Units } \\ & 98 \\ & 77.00 \% \end{aligned}$ |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{aligned} & 29 \\ & 23.00 \% \end{aligned}$ |  |  | $\begin{gathered} \hline \text { Year } 1 \\ 2021 \end{gathered}$ |  |  | $\begin{gathered} \hline \text { Year } 2 \\ 2022 \\ \hline \end{gathered}$ |  |  |
|  | \% annual inc LOSP | \% annual increase | Comments (related to annual inc assumptions) | LOSP | non-LOSP | Total | LOSP | $\begin{aligned} & \hline \text { non- } \\ & \text { LOSP } \end{aligned}$ | Total |
| Residential - Tenant Rents | 1.0\% | 2.5\% |  | 18,084 | 1,878,144 | 1,896,228 | 18,265 | 1,925,098 | 1,943,362 |
| Residential - Tenant Assistance Payments (Non-LOSP) | n/a | n/a |  |  |  |  |  |  |  |
| Residential - LOSP Tenant Assistance Payments | n/a | n/a |  | 465,343 |  | 465,343 | 481,385 |  | 481,385 |
| Commercial Space | n/a | 0.0\% |  |  |  | 43,584 |  |  | 43,584 |
| Residential Parking | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Miscellaneous Rent Income | 2.5\% | 2.5\% |  | 288 | 963 | 1,250 | 295 | 987 | 1,282 |
| Supportive Services Income | 2.5\% | 2.5\% |  | - |  | - |  | - | - |
| Interest Income - Project Operations | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Laundry and Vending | 2.5\% | 2.5\% |  | 159 | 531 | 690 | 163 | 545 | 707 |
| Tenant Charges | 2.5\% | 2.5\% |  | - | - | - |  | - | - |
| Miscellaneous Residential Income | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Other Commercial Income | n/a | 3.5\% |  |  |  |  |  |  |  |
| Withdrawal from Capitalized Reserve (deposit to operating account) | n/a | n/a | Link from Reserve Section below, as applicable | - | - | - | - | - |  |
| Gross Potential Income |  |  | 483,874 |  | 1,879,638 | 2,407,096 | 500,107 | 1,926,629 | 2,470,320 |
| Vacancy Loss - Residential - Tenant Rents | n/a | n/a | Enter formulas manually per relevant MOH policy; annual incrementing usually not appropriate | (904) | (93,907) | (94,811) | (913) | (96,255) | $(97,168)$ |
| Vacancy Loss - Residential - Tenant Assistance Payments | n/a | n/a |  | - | - | - | - | - | $\bigcirc$ |
| Vacancy Loss - Commercial EFFECTIVE GROSS INCOME | n/a | n/a |  | 482,969 | 1,785,731 | 2,312,284 | 499,194 | 1,830,374 | 2,373,152 |
| OPERATING EXPENSES Management |  |  |  |  |  |  |  |  |  |
| Management Fee | 3.5\% | 3.5\% | 1st Year to be set according to HUD schedule. | 23,581 | 78,946 | 102,527 | 24,407 | 81,709 | 106,115 |
| Asset Management Fee | 3.5\% | 3.5\% | per MOHCD policy | 3,304 | 11,061 | 14,365 | 3,420 | 11,448 | 14,868 |
| Sub-total Management Expenses |  |  |  | 26,885 | 90,007 | 116,892 | 27,826 | 93,157 | 120,983 |
| Salaries/Benefits |  |  |  |  |  |  |  |  |  |
| Office Salaries | 3.5\% | 3.5\% |  |  | 14,830 | 49,647 |  | 64,477 | 15,349 | 51,385 | 66,734 |
| Manager's Salary | 3.5\% | 3.5\% |  | 15,250 | 51,055 | 66,305 | 15,784 | 52,842 | 68,626 |
| Health Insurance and Other Benefits | 3.5\% | 3.5\% |  | 24,141 | 80,822 | 104,963 | 24,986 | 83,650 | 108,637 |
| Other Salaries/Benefits | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Administrative Rent-Free Unit | 3.5\% | 3.5\% |  | 4,433 | 14,839 | 19,272 | 4,588 | 15,359 | 19,947 |
| Sub-total Salaries/Benefits |  |  |  | 58,654 | 196,363 | 255,017 | 60,707 | 203,236 | 263,943 |
| Administration |  |  |  |  |  |  |  |  |  |
| Advertising and Marketing | 3.5\% | 3.5\% |  | 64 | 216 |  |  | 280 | 67 | 223 | 290 |
| Office Expenses | 3.5\% | 3.5\% |  | 7,951 | 26,620 | 34,571 | 8,230 | 27,551 | 35,781 |
| Office Rent | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Legal Expense - Property | 3.5\% | 3.5\% |  | 368 | 1,232 | 1,600 | 381 | 1,275 | 1,656 |
| Audit Expense | 3.5\% | 3.5\% |  | 3,117 | 10,434 | 13,550 | 3,226 | 10,799 | 14,024 |
| Bookkeeping/Accounting Services | 3.5\% | 3.5\% |  | 3,330 | 11,148 | 14,478 | 3,446 | 11,538 | 14,985 |
| Bad Debts | 3.5\% | 3.5\% |  | 460 | 1,540 | 2,000 | 476 | 1,594 | 2,070 |
| Miscellaneous | 3.5\% | 3.5\% |  | 2,475 | 8,287 | 10,762 | 2,562 | 8,577 | 11,139 |
| Sub-total Administration Expenses |  |  |  | 17,765 | 59,476 | 77,241 | 18,387 | 61,557 | 79,944 |
| Utilities |  |  |  |  |  |  |  |  |  |
| Electricity | 3.5\% | 3.5\% |  | 20,628 | 69,061 | 89,689 | 21,350 | 71,478 | 92,828 |
| Water | 3.5\% | 3.5\% |  | 11,519 | 38,562 | 50,081 | 11,922 | 39,912 | 51,834 |
| Gas | 3.5\% | 3.5\% |  | - | - | - | - | - |  |
| Sewer | 3.5\% | 3.5\% |  | 26,877 | 89,978 | 116,855 | 27,817 | 93,128 | 120,945 |
| Sub-total Utilities |  |  |  | 59,024 | 197,601 | 256,625 | 61,090 | 204,517 | 265,607 |
| Taxes and Licenses |  |  |  |  |  |  |  |  |  |
| Real Estate Taxes | 3.5\% | 3.5\% |  | 2,300 | 7,700 | 10,000 | 2,381 | 7,970 | 10,350 |
| Payroll Taxes | 3.5\% | 3.5\% |  | 7,103 | 23,780 | 30,883 | 7,352 | 24,612 | 31,964 |
| Miscellaneous Taxes, Licenses and Permits | 3.5\% | 3.5\% |  | 1,562 | 5,229 | 6,791 | 1,617 | 5,412 | 7,029 |
| Sub-total Taxes and Licenses |  |  |  | 10,965 | 36,709 | 47,674 | 11,349 | 37,994 | 49,343 |
| Insurance |  |  |  |  |  |  |  |  |  |
| Property and Liability Insurance | 3.5\% | 3.5\% |  | 48,828 | 163,468 | 212,296 | 50,537 | 169,189 | 219,726 |
| Fidelity Bond Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Worker's Compensation | 3.5\% | 3.5\% |  | 3,510 | 11,750 | 15,260 | 3,633 | 12,161 | 15,794 |
| Director's \& Officers' Liability Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Insurance |  |  |  | 52,338 | 175,218 | 227,556 | 54,170 | 181,351 | 235,520 |
| Maintenance \& Repair |  |  |  |  |  |  |  |  |  |
| Payroll | 3.5\% | 3.5\% |  |  | 19,671 | 65,854 | 85,525 | 20,359 | 68,159 | 88,518 |
| Supplies | 3.5\% | 3.5\% |  | 4,290 | 14,361 | 18,651 | 4,440 | 14,864 | 19,304 |
| Contracts | 3.5\% | 3.5\% |  | 37,917 | 126,941 | 164,858 | 39,244 | 131,384 | 170,628 |
| Garbage and Trash Removal | 3.5\% | 3.5\% |  | 9,698 | 32,467 | 42,165 | 10,037 | 33,603 | 43,641 |
| Security Payroll/Contract | 3.5\% | 3.5\% |  | 158,388 | 39,597 | 197,985 | 163,932 | 40,983 | 204,914 |
| HVAC Repairs and Maintenance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Vehicle and Maintenance Equipment Operation and Repairs | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Maintenance \& Repair Expenses |  |  |  | 229,964 | - | - | - | - | - |
|  |  |  |  | 279,220 | 509,184 | 238,013 | 288,993 | 527,005 |  |
| Supportive Services | 3.5\% | 3.5\% |  |  | - | 115,915 | 115,915 | - | 119,972 | 119,972 |
| Commercial Expenses |  |  |  |  |  | - |  |  | - |
| TOTAL OPERATING EXPENSES <br> PUPA (w/o Reserves/GL Base Rent/Bond Fees) |  |  |  | 455,595 | 1,150,509 | $\begin{array}{r} 1,606,104 \\ 12,646 \end{array}$ | 471,541 | 1,190,777 | $1,662,318$ |
| Reserves/Ground Lease Base Rent/Bond Fees |  |  |  |  |  |  |  |  | Note: Hidden cc |
|  |  |  |  | 3,450 | 11,550 | 15,000 | 3,450 | 11,550 | 15,000 |
| Bond Monitoring Fee |  |  |  | 2,408 | 8,061 | 10,469 | 2,408 | 8,061 | 10,469 |
| Replacement Reserve Deposit |  |  |  | 14,605 | 48,895 | 63,500 | 14,605 | 48,895 | 63,500 |
| Operating Reserve Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 1 Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 2 Deposit |  |  |  | - | - | - | - | - | - |
| Required Reserve Deposit/s, Commercial <br> Sub-total Reserves/Ground Lease Base Rent/Bond Fees |  |  |  | 20,463 | - | $88,969$ | - | 68,506 | 88,969 |
|  |  |  |  |  | 68,506 |  | 20,463 |  |  |



| Total \# Units:127INCOME | $\begin{aligned} & \text { LOSP } \\ & \text { Units } \end{aligned}$ | Non-LOSP Units 98 77.00\% |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | 29 <br> 23.00\% |  |  | $\begin{gathered} \hline \text { Year } 3 \\ 2023 \end{gathered}$ |  |  | $\begin{gathered} \hline \text { Year } 4 \\ 2024 \end{gathered}$ |  |  |
|  | \% annual inc LOSP | \% annual increase | Comments (related to annual inc assumptions) | LOSP | $\begin{aligned} & \hline \text { non- } \\ & \text { LOSP } \end{aligned}$ | Total | LOSP | non-LOSP | Total |
| Residential - Tenant Rents | 1.0\% | 2.5\% |  | 18,447 | 1,973,225 | 1,991,673 | 18,632 | 2,022,556 | 2,041,188 |
| Residential - Tenant Assistance Payments (Non-LOSP) | n/a | n/a |  | - | - |  | - | - |  |
| Residential - LOSP Tenant Assistance Payments | n/a | n/a |  | 497,992 |  | 497,992 | 515,184 |  | 515,184 |
| Commercial Space | n/a | 0.0\% |  |  |  | 43,584 |  |  | 43,584 |
| Residential Parking | 2.5\% | 2.5\% |  | - | - | - | - | - | - |
| Miscellaneous Rent Income | 2.5\% | 2.5\% |  | 302 | 1,012 | 1,314 | 310 | 1,037 | 1,347 |
| Supportive Services Income | 2.5\% | 2.5\% |  | - | - | - | - | - | - |
| Interest Income - Project Operations | 2.5\% | 2.5\% |  | - | - | - | - | - | - |
| Laundry and Vending | 2.5\% | 2.5\% |  | 167 | 558 | 725 | 171 | 572 | 743 |
| Tenant Charges | 2.5\% | 2.5\% |  |  | - | - |  |  | - |
| Miscellaneous Residential Income | 2.5\% | 2.5\% |  | - | - | - | - | - | - |
| Other Commercial Income | n/a | 3.5\% |  |  |  | - |  |  |  |
| Withdrawal from Capitalized Reserve (deposit to operating account) | n/a | n/a | Link from Reserve Section below, as applicable | - | - |  | - | - |  |
| Gross Potential Income |  |  | Enter formulas manually per relevant MOH policy; annual incrementing usually not appropriate | 516,908 | 1,974,795 | 2,535,287 | 534,297 | 2,024,165 | 2,602,046 |
| Vacancy Loss - Residential - Tenant Rents | n/a | n/a |  | (922) | (98,661) | (99,584) | (932) | $(101,128)$ | (102,059) |
| Vacancy Loss - Residential - Tenant Assistance Payments | n/a | n/a |  | - | - | - | - | - |  |
| Vacancy Loss - Commercial | n/a | n/a |  |  |  | . |  |  |  |
| EFFECTIVE GROSS INCOME |  |  |  | 515,986 | 1,876,134 | 2,435,703 | 533,365 | 1,923,037 | 2,499,986 |
| OPERATING EXPENSES Management |  |  |  |  |  |  |  |  |  |
| Management Fee | 3.5\% | 3.5\% | 1st Year to be set according to HUD schedule. | 25,261 | 84,569 | 109,829 | 26,145 | 87,529 | 113,674 |
| Asset Management Fee | 3.5\% | 3.5\% | per MOHCD policy | 3,539 | 11,849 | 15,388 | 3,663 | 12,264 | 15,927 |
| Sub-total Management Expenses |  |  |  | 28,800 | 96,418 | 125,218 | 29,808 | 129,792 | 129,600 |
| Salaries/Benefits |  |  |  |  |  |  |  |  |  |
| Office Salaries | 3.5\% | 3.5\% |  | 15,886 | 53,183 | 69,069 | 16,442 | 55,045 | 71,487 |
| Manager's Salary | 3.5\% | 3.5\% |  | 16,336 | 54,691 | 71,028 | 16,908 | 56,605 | 73,514 |
| Health Insurance and Other Benefits | 3.5\% | 3.5\% |  | 25,861 | 86,578 | 112,439 | 26,766 | 89,608 | 116,374 |
| Other Salaries/Benefits | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Administrative Rent-Free Unit | 3.5\% | 3.5\% |  | 4,748 | 15,896 | 20,645 | 4,914 | 16,453 | 21,367 |
| Sub-total Salaries/Benefits |  |  |  | 62,832 | 210,349 | 273,181 | 65,031 | 217,711 | 282,742 |
| Administration |  |  |  |  |  |  |  |  |  |
| Advertising and Marketing | 3.5\% | 3.5\% |  | 69 | 231 | 300 | 71 | 239 | 310 |
| Office Expenses | 3.5\% | 3.5\% |  | 8,518 | 28,516 | 37,033 | 8,816 | 29,514 | 38,329 |
| Office Rent | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Legal Expense - Property | 3.5\% | 3.5\% |  | 394 | 1,320 | 1,714 | 408 | 1,366 | 1,774 |
| Audit Expense | 3.5\% | 3.5\% |  | 3,338 | 11,177 | 14,515 | 3,455 | 11,568 | 15,023 |
| Bookkeeping/Accounting Services | 3.5\% | 3.5\% |  | 3,567 | 11,942 | 15,509 | 3,692 | 12,360 | 16,052 |
| Bad Debts | 3.5\% | 3.5\% |  | 493 | 1,650 | 2,142 | 510 | 1,707 | 2,217 |
| Miscellaneous | 3.5\% | 3.5\% |  | 2,652 | 8,877 | 11,529 | 2,744 | 9,188 | 11,932 |
| Sub-total Administration Expenses |  |  |  | 19,031 | 63,712 | 82,742 | 19,697 | 65,942 | 85,638 |
| Utilities |  |  |  |  |  |  |  |  |  |
| Electricity | 3.5\% | 3.5\% |  | 22,098 | 73,979 | 96,077 |  | 22,871 | 76,569 | 99,440 |
| Water | 3.5\% | 3.5\% |  | 12,339 | 41,309 | 53,648 | 12,771 | 42,755 | 55,526 |
| Gas | 3.5\% | 3.5\% |  | - | - | - | - | - |  |
| Sewer | 3.5\% | 3.5\% |  | 28,791 | 96,387 | 125,178 | 29,799 | 99,761 | 129,559 |
| Sub-total Utilities |  |  |  | 63,228 | 211,675 | 274,903 | 65,441 | 219,084 | 284,525 |
| Taxes and Licenses |  |  |  |  |  |  |  |  |  |
| Real Estate Taxes | 3.5\% | 3.5\% |  | 2,464 | 8,248 | 10,712 |  | 2,550 | 8,537 | 11,087 |
| Payroll Taxes | 3.5\% | 3.5\% |  | 7,609 | 25,474 | 33,083 | 7,875 | 26,365 | 34,241 |
| Miscellaneous Taxes, Licenses and Permits | 3.5\% | 3.5\% |  | 1,673 | 5,602 | 7,275 | 1,732 | 5,798 | 7,529 |
| Sub-total Taxes and Licenses |  |  |  | 11,746 | 39,324 | 51,070 | 12,157 | 40,700 | 52,857 |
| Insurance |  |  |  |  |  |  |  |  |  |
| Property and Liability Insurance | 3.5\% | 3.5\% |  |  |  | 52,306 | 175,111 | 227,417 | 54,137 | 181,240 | 235,376 |
| Fidelity Bond Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Worker's Compensation | 3.5\% | 3.5\% |  | 3,760 | 12,587 | 16,347 | 3,891 | 13,028 | 16,919 |
| Director's \& Officers' Liability Insurance | 3.5\% | 3.5\% |  |  |  |  |  |  |  |
| Sub-total Insurance |  |  |  | 56,066 | 187,698 | 243,764 | 58,028 | 194,267 | 252,295 |
| Maintenance \& Repair |  |  |  |  |  |  |  |  |  |
| Payroll | 3.5\% | 3.5\% |  | 21,072 |  | 70,545 | 91,617 | 21,809 | 73,014 | 94,823 |
| Supplies | 3.5\% | 3.5\% |  | 4,595 | 15,384 | 19,979 | 4,756 | 15,923 | 20,679 |
| Contracts | 3.5\% | 3.5\% |  | 40,618 | 135,982 | 176,600 | 42,040 | 140,741 | 182,781 |
| Garbage and Trash Removal | 3.5\% | 3.5\% |  | 10,389 | 34,780 | 45,168 | 10,752 | 35,997 | 46,749 |
| Security Payrol//Contract | 3.5\% | 3.5\% |  | 169,669 | 42,417 | 212,086 | 175,608 | 43,902 | 219,510 |
| HVAC Repairs and Maintenance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Vehicle and Maintenance Equipment Operation and Repairs | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Miscellaneous Operating and Maintenance Expenses | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Maintenance \& Repair Expenses |  |  |  | 246,343 | 299,108 | 545,451 | 254,965 | 309,576 | 564,541 |
| Supportive Services | 3.5\% | 3.5\% |  | - | 124,171 | 124,171 | . | 128,517 | 128,517 |
| Supportive Services |  |  |  |  |  | - |  |  | - |
| TOTAL OPERATING EXPENSES <br> PUPA (w/o Reserves/GL Base Rent/Bond Fees) |  |  |  | 488,045 | 1,232,454 | 1,720,499 | 505,126 | 1,275,590 | 1,780,716 |
|  |  |  |  |  |  |  |  |  |  |
| Ground Lease Base Rent |  |  |  | 3,450 | 11,550 | 15,000 | 3,450 | 11,550 | 15,000 |
| Bond Monitoring Fee |  |  |  | 2,408 | 8,061 | 10,469 | 2,408 | 8,061 | 10,469 |
| Replacement Reserve Deposit |  |  |  | 14,605 | 48,895 | 63,500 | 14,605 | 48,895 | 63,500 |
| Operating Reserve Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 1 Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 2 Deposit |  |  |  | . | - | . | . | - | - |
|  |  |  |  | 20,463 | - | - | - | - | 88,969 |
| Required Reserve Deposit/s, Commercial <br> Sub-total Reserves/Ground Lease Base Rent/Bond Fees |  |  |  |  | 68,506 | 88,969 | 20,463 | 68,506 |  |











| Total \# Units:127INCOME | LOSP Units | $\begin{aligned} & \text { Non-LOSP } \\ & \text { Units } \\ & 98 \\ & 77.00 \% \end{aligned}$ |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | 29 <br> 23.00\% |  |  | $\begin{gathered} \hline \text { Year } 13 \\ 2033 \\ \hline \end{gathered}$ |  |  | $\begin{gathered} \hline \text { Year } 14 \\ 2034 \end{gathered}$ |  |  |
|  | \% annual inc LOSP | \% annual increase | Comments (related to annual inc assumptions) | LOSP | non-LOSP | Total | LOSP | non-LOSP | Total |
| Residential - Tenant Rents | 1.0\% | 2.5\% |  | 20,378 | 2,525,895 | 2,546,272 | 20,581 | 2,589,042 | 2,609,624 |
| Residential - Tenant Assistance Payments (Non-LOSP) | n/a | n/a |  |  |  |  |  |  |  |
| Residential - LOSP Tenant Assistance Payments | n/a | n/a |  | 699,915 |  | 699,915 | 724,222 |  | 724,222 |
| Commercial Space | n/a | 0.0\% |  |  |  | 43,584 |  |  | 43,584 |
| Residential Parking | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Miscellaneous Rent Income | 2.5\% | 2.5\% |  | 387 | 1,295 | 1,682 | 396 | 1,327 | 1,724 |
| Supportive Services Income | 2.5\% | 2.5\% |  | - | - | - | - | - | - |
| Interest Income - Project Operations | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Laundry and Vending | 2.5\% | 2.5\% |  | 213 | 715 | 928 | 219 | 732 | 951 |
| Tenant Charges | 2.5\% | 2.5\% |  | - | - | - | - |  | - |
| Miscellaneous Residential Income | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Other Commercial Income | n/a | 3.5\% |  |  |  |  |  |  |  |
| Withdrawal from Capitalized Reserve (deposit to operating account) | n/a | n/a | Link from Reserve Section below, as applicable | - | - |  | - | - |  |
| Gross Potential Income |  |  | 720,893 |  | 2,527,904 | 3,292,381 | 745,419 | 2,591,102 | 3,380,105 |
| Vacancy Loss - Residential - Tenant Rents | n/a | n/a | Enter formulas manually per relevant MOH policy; annual incrementing usually not appropriate | $(1,019)$ | $(126,295)$ | $(127,314)$ | $(1,029)$ | $(129,452)$ | $(130,481)$ |
| Vacancy Loss - Residential - Tenant Assistance Payments | n/a | n/a |  | - | - | - | - | - | - |
| Vacancy Loss - Commercial | n/a | n/a |  |  |  |  |  |  |  |
| EFFECTIVE GROSS INCOME |  |  |  | 719,874 | 2,401,610 | 3,165,067 | 744,390 | 2,461,650 | 3,249,623 |
| OPERATING EXPENSES Management |  |  |  |  |  |  |  |  |  |
| Management Fee | 3.5\% | 3.5\% | 1st Year to be set according to HUD schedule. | 35,633 | 119,293 | 154,925 | 36,880 | 123,468 | 160,348 |
| Asset Management Fee | 3.5\% | 3.5\% | per MOHCD policy | 4,992 | 16,714 | 21,707 | 5,167 | 17,299 | 22,466 |
| Sub-total Management Expenses |  |  |  | 40,625 | 136,007 | 176,632 | 42,047 | 140,767 | 182,814 |
| Salaries/Benefits |  |  |  |  |  |  |  |  |  |
| Office Salaries | 3.5\% | 3.5\% |  | 22,409 | 75,020 | 97,429 | 23,193 | 77,646 | 100,839 |
| Manager's Salary | 3.5\% | 3.5\% |  | 23,044 | 77,147 | 100,191 | 23,851 | 79,848 | 103,698 |
| Health Insurance and Other Benefits | 3.5\% | 3.5\% |  | 36,479 | 122,127 | 158,606 | 37,756 | 126,401 | 164,158 |
| Other Salaries/Benefits | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Administrative Rent-Free Unit | 3.5\% | 3.5\% |  | 6,698 | 22,423 | 29,121 | 6,932 | 23,208 | 30,141 |
| Sub-total Salaries/Benefits |  |  |  | 88,630 | 296,718 | 385,348 | 91,732 | 307,103 | 398,835 |
| Administration |  |  |  |  |  |  |  |  |  |
| Advertising and Marketing | 3.5\% | 3.5\% |  | 97 | 326 | 423 | 101 | 337 | 438 |
| Office Expenses | 3.5\% | 3.5\% |  | 12,015 | 40,224 | 52,239 | 12,436 | 41,632 | 54,068 |
| Office Rent | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Legal Expense - Property | 3.5\% | 3.5\% |  | 556 | 1,862 | 2,418 | 576 | 1,927 | 2,502 |
| Audit Expense | 3.5\% | 3.5\% |  | 4,709 | 15,766 | 20,475 | 4,874 | 16,318 | 21,192 |
| Bookkeeping/Accounting Services | 3.5\% | 3.5\% |  | 5,032 | 16,845 | 21,877 | 5,208 | 17,435 | 22,643 |
| Bad Debts | 3.5\% | 3.5\% |  | 695 | 2,327 | 3,022 | 719 | 2,408 | 3,128 |
| Miscellaneous | 3.5\% | 3.5\% |  | 3,740 | 12,522 | 16,262 | 3,871 | 12,960 | 16,831 |
| Sub-total Administration Expenses |  |  |  | 26,845 | 89,872 | 116,716 | 27,784 | 93,017 | 120,802 |
| Utilities |  |  |  |  |  |  |  |  |  |
| Electricity | 3.5\% | 3.5\% |  | 31,171 | 104,355 |  | 135,526 | 32,262 | 108,008 | 140,270 |
| Water | 3.5\% | 3.5\% |  | 17,405 | 58,270 | 75,676 | 18,015 | 60,310 | 78,324 |
| Gas | 3.5\% | 3.5\% |  | - | - | - | - | - |  |
| Sewer | 3.5\% | 3.5\% |  | 40,612 | 135,963 | 176,576 | 42,034 | 140,722 | 182,756 |
| Sub-total Utilities |  |  |  | 89,189 | 298,589 | 387,778 | 92,311 | 309,040 | 401,350 |
| Taxes and Licenses |  |  |  |  |  |  |  |  |  |
| Real Estate Taxes | 3.5\% | 3.5\% |  | 3,475 | 11,635 |  | 15,111 | 3,597 | 12,042 | 15,640 |
| Payroll Taxes | 3.5\% | 3.5\% |  | 10,733 | 35,933 | 46,666 | 11,109 | 37,191 | 48,300 |
| Miscellaneous Taxes, Licenses and Permits | 3.5\% | 3.5\% |  | 2,360 | 7,901 | 10,262 | 2,443 | 8,178 | 10,621 |
| Sub-total Taxes and Licenses |  |  |  | 16,569 | 55,470 | 72,039 | 17,149 | 57,411 | 74,560 |
| Insurance |  |  |  |  |  |  |  |  |  |
| Property and Liability Insurance | 3.5\% | 3.5\% |  |  | 73,783 | 247,011 | 320,794 | 76,365 | 255,657 | 332,022 |
| Fidelity Bond Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Worker's Compensation | 3.5\% | 3.5\% |  | 5,304 | 17,755 | 23,059 | 5,489 | 18,377 | 23,866 |
| Director's \& Officers' Liability Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Insurance |  |  |  | 79,086 | 264,767 | 343,853 | 81,854 | 274,033 | 355,888 |
| Maintenance \& Repair |  |  |  |  |  |  |  |  |  |
| Payroll | 3.5\% | 3.5\% |  |  | 29,724 | 99,510 | 129,234 | 30,764 | 102,993 | 133,757 |
| Supplies | 3.5\% | 3.5\% |  | 6,482 | 21,701 | 28,183 | 6,709 | 22,460 | 29,169 |
| Contracts | 3.5\% | 3.5\% |  | 57,296 | 191,816 | 249,112 | 59,301 | 198,530 | 257,831 |
| Garbage and Trash Removal | 3.5\% | 3.5\% |  | 14,654 | 49,060 | 63,714 | 15,167 | 50,777 | 65,944 |
| Security Payroll/Contract | 3.5\% | 3.5\% |  | 239,335 | 59,834 | 299,169 | 247,712 | 61,928 | 309,640 |
| HVAC Repairs and Maintenance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Vehicle and Maintenance Equipment Operation and Repairs | 3.5\% | 3.5\% |  | . | . | - | - | - | - |
| Miscellaneous Operating and Maintenance Expenses | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Maintenance \& Repair Expenses |  |  |  | 347,491 | 421,921 | 769,412 | 359,653 | 436,688 | 796,341 |
| Supportive Services | 3.5\% | 3.5\% |  | - | 175, 156 | 175,156 | - | 181,286 | 181,286 |
| Commercial Expenses |  |  |  |  |  |  |  |  |  |
| total operating expenses <br> PUPA (w/o Reserves/GL Base Rent/Bond Fees) |  |  |  | 688,435 | 1,738,498 | 2,426,933 | 712,530 | 1,799,346 | 2,511,876 |
| Reserves/Ground Lease Base Rent/Bond Fees |  |  |  |  |  |  |  |  |  |
| Ground Lease Base Rent |  |  |  |  | 3,450 | 11,550 | 15,000 | 3,450 | 11,550 | 15,000 |
| Bond Monitoring Fee |  |  |  | 2,408 | 8,061 | 10,469 | 2,408 | 8,061 | 10,469 |
| Replacement Reserve Deposit |  |  |  | 14,605 | 48,895 | 63,500 | 14,605 | 48,895 | 63,500 |
| Operating Reserve Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 1 Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 2 Deposit <br> Required Reserve Deposit/s, Commercial |  |  |  | - | - | - | - | - | - |
| Required Reserve Deposit/s, Commercial <br> Sub-total Reserves/Ground Lease Base Rent/Bond Fees |  |  |  | 20,463 | 68,506 | $88,969$ | - | - | 88,969 |
|  |  |  |  |  |  |  | $20,463$ | $68,506$ |  |



| Total \# Units: <br> 127 | LOSP Units | $\begin{aligned} & \text { Non-LOSP } \\ & \text { Units } \\ & 98 \\ & 77.00 \% \end{aligned}$ |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{gathered} 29 \\ 23.00 \% \end{gathered}$ |  |  | $\begin{gathered} \hline \text { Year } 15 \\ 2035 \end{gathered}$ |  |  | $\begin{gathered} \hline \text { Year } 16 \\ 2036 \end{gathered}$ |  |  |
|  | \% annual inc LOSP | \% annual increase | Comments (related to annual inc assumptions) | LOSP | non-LOSP | Total | LOSP | non-LOSP | Total |
| Residential - Tenant Rents | 1.0\% | 2.5\% |  | 20,787 | 2,653,768 | 2,674,555 | 20,995 | 2,720,113 | 2,741,107 |
| Residential - Tenant Assistance Payments (Non-LOSP) | n/a | n/a |  |  | - |  |  |  |  |
| Residential - LOSP Tenant Assistance Payments | n/a | n/a |  | 749,385 |  | 749,385 | 762,111 |  | 762,111 |
| Commercial Space | n/a | 0.0\% |  |  |  | 43,584 |  |  | 43,584 |
| Residential Parking | 2.5\% | 2.5\% |  |  |  |  |  |  |  |
| Miscellaneous Rent Income | 2.5\% | 2.5\% |  | 406 | 1,360 | 1,767 | 417 | 1,394 | 1,811 |
| Supportive Services Income | 2.5\% | 2.5\% |  | - | - | - | - | - | - |
| Interest Income - Project Operations | 2.5\% | 2.5\% |  | - | - | - | - | - |  |
| Laundry and Vending | 2.5\% | 2.5\% |  | 224 | 751 | 975 | 230 | 769 | 999 |
| Tenant Charges | 2.5\% | 2.5\% |  | - | - | - | - | - |  |
| Miscellaneous Residential Income | 2.5\% | 2.5\% |  | - | - |  | - |  |  |
| Other Commercial Income | n/a | 3.5\% |  |  |  |  |  |  |  |
|  |  |  | Link from Reserve Section below, as applicable | . | - |  | - | - |  |
| Gross Potential Income |  |  |  | 770,803 | 2,655,879 | 3,470,266 | 783,752 | 2,722,276 | 3,549,613 |
| Vacancy Loss - Residential - Tenant Rents | n/a | n/a | Enter formulas manually per relevant MOH | $(1,039)$ | $(132,688)$ | $(133,728)$ | $(1,050)$ | $(136,006)$ | $(137,055)$ |
| Vacancy Loss - Residential - Tenant Assistance Payments | n/a | n/a | policy; annual incrementing usually not | - | - | - | - | - |  |
| Vacancy Loss - Commercial | n/a | n/a | appropriate |  |  |  |  |  |  |
| EFFECTIVE GROSS INCOME |  |  |  | 769,764 | 2,523,191 | 3,336,539 | 782,703 | 2,586,271 | 3,412,557 |
| OPERATING EXPENSES Management |  |  |  |  |  |  |  |  |  |
| Management Fee | 3.5\% | 3.5\% | 1st Year to be set according to HUD schedule. | 38,171 | 127,789 | 165,960 | 39,507 | 132,262 | 171,768 |
| Asset Management Fee | 3.5\% | 3.5\% | per MOHCD policy | 5,348 | 17,904 | 23,253 | 5,535 | 18,531 | 24,066 |
| Sub-total Management Expenses |  |  |  | 43,519 | 145,694 | 189,212 | 45,042 | 150,793 | 195,835 |
| Salaries/Benefits |  |  |  |  |  |  |  |  |  |
| Office Salaries | 3.5\% | 3.5\% |  | 24,005 | 80,364 | 104,369 | 24,845 | 83,177 | 108,021 |
| Manager's Salary | 3.5\% | 3.5\% |  | 24,685 | 82,642 | 107,328 | 25,549 | 85,535 | 111,084 |
| Health Insurance and Other Benefits | 3.5\% | 3.5\% |  | 39,078 | 130,825 | 169,903 | 40,445 | 135,404 | 175,850 |
| Other Salaries/Benefits | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Administrative Rent-Free Unit | 3.5\% | 3.5\% |  | 7,175 | 24,021 | 31,195 | 7,426 | 24,861 | 32,287 |
| Sub-total Salaries/Benefits |  |  |  | 94,943 | 317,852 | 412,795 | 98,266 | 328,977 | 427,242 |
| Administration |  |  |  |  |  |  |  |  |  |
| Advertising and Marketing | 3.5\% | 3.5\% |  | 104 | 349 | 453 | 108 | 361 | 469 |
| Office Expenses | 3.5\% | 3.5\% |  | 12,871 | 43,089 | 55,960 | 13,321 | 44,597 | 57,918 |
| Office Rent | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Legal Expense - Property | 3.5\% | 3.5\% |  | 596 | 1,994 | 2,590 | 617 | 2,064 | 2,681 |
| Audit Expense | 3.5\% | 3.5\% |  | 5,045 | 16,889 | 21,933 | 5,221 | 17,480 | 22,701 |
| Bookkeeping/Accounting Services | 3.5\% | 3.5\% |  | 5,390 | 18,045 | 23,435 | 5,579 | 18,677 | 24,256 |
| Bad Debts | 3.5\% | 3.5\% |  | 745 | 2,493 | 3,237 | 771 | 2,580 | 3,351 |
| Miscellaneous | 3.5\% | 3.5\% |  | 4,007 | 13,414 | 17,420 | 4,147 | 13,883 | 18,030 |
| Sub-total Administration Expenses |  |  |  | 28,757 | 96,273 | 125,030 | 29,763 | 99,642 | 129,406 |
| Utilities |  |  |  |  |  |  |  |  |  |
| Electricity | 3.5\% | 3.5\% |  | 33,391 | 111,788 | 145,179 | 34,560 | 115,700 | 150,260 |
| Water | 3.5\% | 3.5\% |  | 18,645 | 62,421 | 81,066 | 19,298 | 64,605 | 83,903 |
| Gas | 3.5\% | 3.5\% |  | - | - | - | - | . |  |
| Sewer | 3.5\% | 3.5\% |  | 43,505 | 145,647 | 189,153 | 45,028 | 150,745 | 195,773 |
| Sub-total Utilities |  |  |  | 95,541 | 319,856 | 415,397 | 98,885 | 331,051 | 429,936 |
| Taxes and Licenses |  |  |  |  |  |  |  |  |  |
| Real Estate Taxes | 3.5\% | 3.5\% |  | 3,723 | 12,464 | 16,187 | 3,853 | 12,900 | 16,753 |
| Payroll Taxes | 3.5\% | 3.5\% |  | 11,498 | 38,492 | 49,990 | 11,900 | 39,840 | 51,740 |
| Miscellaneous Taxes, Licenses and Permits | 3.5\% | 3.5\% |  | 2,528 | 8,464 | 10,993 | 2,617 | 8,761 | 11,377 |
| Sub-total Taxes and Licenses |  |  |  | 17,749 | 59,421 | 77,170 | 18,370 | 61,500 | 79,871 |
| Insurance |  |  |  |  |  |  |  |  |  |
| Property and Liability Insurance | 3.5\% | 3.5\% |  | 79,038 | 264,605 | 343,642 | 81,804 | 273,866 | 355,670 |
| Fidelity Bond Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Worker's Compensation | 3.5\% | 3.5\% |  | 5,681 | 19,020 | 24,701 | 5,880 | 19,686 | 25,566 |
| Director's \& Officers' Liability Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Insurance |  |  |  | 84,719 | 283,625 | 368,344 | 87,684 | 293,551 | 381,236 |


| Maintenance \& Repair |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Payroll | 3.5\% | 3.5\% |  | 31,841 | 106,598 | 138,439 | 32,955 | 110,329 | 143,284 |
| Supplies | 3.5\% | 3.5\% |  | 6,944 | 23,247 | 30,190 | 7,187 | 24,060 | 31,247 |
| Contracts | 3.5\% | 3.5\% |  | 61,377 | 205,478 | 266,855 | 63,525 | 212,670 | 276,195 |
| Garbage and Trash Removal | 3.5\% | 3.5\% |  | 15,698 | 52,554 | 68,252 | 16,247 | 54,394 | 70,641 |
| Security Payroll/Contract | 3.5\% | 3.5\% |  | 256,382 | 64,095 | 320,477 | 265,355 | 66,339 | 331,694 |
| HVAC Repairs and Maintenance | 3.5\% | 3.5\% |  |  | - |  |  |  |  |
| Vehicle and Maintenance Equipment Operation and Repairs | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Miscellaneous Operating and Maintenance Expenses | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Sub-total Maintenance \& Repair Expenses |  |  |  | 372,241 | 451,972 | 824,213 | 385,270 | 467,791 | 853,061 |
| Supportive Services | 3.5\% | 3.5\% |  | - | 187,631 | 187,631 | - | 194,198 | 194,198 |
| Commercial Expenses |  |  |  |  |  | - |  |  | - |
| total operating expenses <br> PUPA (w/o Reserves/GL Base Rent/Bond Fees) |  |  |  | 737,469 | 1,862,323 | 2,599,792 | 763,280 | 1,927,504 | 2,690,784 |
| Reserves/Ground Lease Base Rent/Bond Fees |  |  |  |  |  |  |  |  |  |
| Ground Lease Base Rent |  |  |  | 3,450 | 11,550 | 15,000 | 3,450 | 11,550 | 15,000 |
| Bond Monitoring Fee |  |  |  | 2,408 | 8,061 | 10,469 | 2,408 | 8,061 | 10,469 |
| Replacement Reserve Deposit |  |  |  | 14,605 | 48,895 | 63,500 | 14,605 | 48,895 | 63,500 |
| Operating Reserve Deposit |  |  |  | - | - |  | - | - |  |
| Other Required Reserve 1 Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 2 Deposit |  |  |  | - | - | - | - | - | - |
| Required Reserve Deposit/s, Commercial |  |  |  | - | - | - | - | - |  |
| Sub-total Reserves/Ground Lease Base Rent/Bond Fees |  |  |  | 20,463 | 68,506 | 88,969 | 20,463 | 68,506 | 88,969 |





| Total \# Units:127INCOME | LOSP Units | $\begin{aligned} & \text { Non-LOSP } \\ & \text { Units } \\ & 98 \\ & 77.00 \% \end{aligned}$ |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{aligned} & 29 \\ & 23.00 \% \end{aligned}$ |  |  | $\begin{gathered} \hline \text { Year } 19 \\ 2039 \end{gathered}$ |  |  | $\begin{gathered} \text { Year } 20 \\ 2040 \\ \hline \end{gathered}$ |  |  |
|  | \% annual inc LOSP | \% annual increase | Comments (related to annual inc assumptions) | LOSP | $\begin{aligned} & \text { non- } \\ & \text { LOSP } \end{aligned}$ | Total | LOSP | $\begin{aligned} & \text { non- } \\ & \text { LOSP } \end{aligned}$ | Total |
| Residential - Tenant Rents | 1.0\% | 2.5\% |  | 21,631 | 2,929,264 | 2,950,895 | 21,847 | 3,002,495 | 3,024,343 |
| Residential - Tenant Assistance Payments (Non-LOSP) | n/a | n/a |  |  |  |  |  |  |  |
| Residential - LOSP Tenant Assistance Payments | n/a | n/a |  | 844,439 |  | 844,439 | 873,836 |  | 873,836 |
| Commercial Space | n/a | 0.0\% |  |  |  | 43,584 |  |  | 43,584 |
| Residential Parking | 2.5\% | 2.5\% |  |  |  |  | - |  |  |
| Miscellaneous Rent Income | 2.5\% | 2.5\% |  | 449 | 1,502 | 1,950 | 460 | 1,539 | 1,999 |
| Supportive Services Income | 2.5\% | 2.5\% |  |  | - | - | - | - |  |
| Interest Income - Project Operations | 2.5\% | 2.5\% |  | - | - | - | - | - |  |
| Laundry and Vending | 2.5\% | 2.5\% |  | 248 | 829 | 1,076 | 254 | 849 | 1,103 |
| Tenant Charges | 2.5\% | 2.5\% |  |  | - | - | - | - | - |
| Miscellaneous Residential Income | 2.5\% | 2.5\% |  | - | - | - | - | - |  |
| Other Commercial Income | n/a | 3.5\% |  |  |  | - |  |  |  |
|  |  |  | Link from Reserve Section below, as applicable | - | . |  | - | . |  |
|  |  |  |  | 866,766 | 2,931,594 | 3,841,944 | 896,396 | 3,004,884 | 3,944,864 |
| Vacancy Loss - Residential - Tenant Rents | n/a | n/a | Enter formulas manually per relevant MOH policy; annual incrementing usually not appropriate | $(1,082)$ | $(146,463)$ | $(147,545)$ | $(1,092)$ | $(150,125)$ | $(151,217)$ |
| Vacancy Loss - Residential - Tenant Assistance Payments | n/a | n/a |  | - |  | - | - | - |  |
| Vacancy Loss - Commercial | n/a | n/a |  |  |  |  |  |  |  |
| EFFECTIVE GROSS INCOME |  |  |  | 865,685 | 2,785,131 | 3,694,400 | 895,304 | 2,854,759 | 3,793,647 |
| OPERATING EXPENSES Management |  |  |  |  |  |  |  |  |  |
| Management Fee | 3.5\% | 3.5\% | 1st Year to be set according to HUD schedule. | 43,802 | 146,641 | 190,443 | 45,335 | 151,773 | 197,108 |
| Asset Management Fee | 3.5\% | 3.5\% | per MOHCD policy | 6,137 | 20,546 | 26,683 | 6,352 | 21,265 | 27,617 |
| Sub-total Management Expenses |  |  |  | 49,939 | 167,187 | 217,126 | 51,687 | 173,038 | 224,725 |
| Salaries/Benefits |  |  |  |  |  |  |  |  |  |
| Office Salaries | 3.5\% | 3.5\% |  | 27,546 |  | 92,219 | 119,765 | 28,510 | 95,447 | 123,957 |
| Manager's Salary | 3.5\% | 3.5\% |  | 28,327 | 94,834 | 123,161 | 29,318 | 98,153 | 127,471 |
| Health Insurance and Other Benefits | 3.5\% | 3.5\% |  | 44,843 | 150,125 | 194,968 | 46,412 | 155,379 | 201,792 |
| Other Salaries/Benefits | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Administrative Rent-Free Unit | 3.5\% | 3.5\% |  | 8,233 | 27,564 | 35,798 | 8,522 | 28,529 | 37,050 |
| Sub-total Salaries/Benefits |  |  |  | 108,949 | 364,742 | 473,691 | 112,762 | 377,508 | 490,271 |
| Administration |  |  |  |  |  |  |  |  |  |
| Advertising and Marketing | 3.5\% | 3.5\% |  | 120 | 400 | 520 | 124 | 414 | 538 |
| Office Expenses | 3.5\% | 3.5\% |  | 14,770 | 49,446 | 64,215 | 15,286 | 51,176 | 66,463 |
| Office Rent | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Legal Expense - Property | 3.5\% | 3.5\% |  | 684 | 2,288 | 2,972 | 707 | 2,369 | 3,076 |
| Audit Expense | 3.5\% | 3.5\% |  | 5,789 | 19,380 | 25,169 | 5,991 | 20,058 | 26,050 |
| Bookkeeping/Accounting Services | 3.5\% | 3.5\% |  | 6,185 | 20,707 | 26,893 | 6,402 | 21,432 | 27,834 |
| Bad Debts | 3.5\% | 3.5\% |  | 854 | 2,861 | 3,715 | 884 | 2,961 | 3,845 |
| Miscellaneous | 3.5\% | 3.5\% |  | 4,598 | 15,393 | 19,990 | 4,759 | 15,931 | 20,690 |
| Sub-total Administration Expenses |  |  |  | 32,999 | 110,475 | 143,474 | 34,154 | 114,342 | 148,496 |
| Utilities |  |  |  |  |  |  |  |  |  |
| Electricity | 3.5\% | 3.5\% |  | 38,317 | 128,279 | 166,596 | 39,658 | 132,769 | 172,427 |
| Water | 3.5\% | 3.5\% |  | 21,396 | 71,629 | 93,025 | 22,145 | 74,136 | 96,281 |
| Gas | 3.5\% | 3.5\% |  | - | - | - | - | - |  |
| Sewer | 3.5\% | 3.5\% |  | 49,923 | 167,134 | 217,057 | 51,670 | 172,983 | 224,654 |
| Sub-total Utilities |  |  |  | 109,636 | 367,042 | 476,678 | 113,473 | 379,889 | 493,362 |
| Taxes and Licenses |  |  |  |  |  |  |  |  |  |
| Real Estate Taxes | 3.5\% | 3.5\% |  | 4,272 | 14,303 | 18,575 | 4,422 | 14,803 | 19,225 |
| Payroll Taxes | 3.5\% | 3.5\% |  | 13,194 | 44,171 | 57,365 | 13,656 | 45,717 | 59,373 |
| Miscellaneous Taxes, Licenses and Permits | 3.5\% | 3.5\% |  | 2,901 | 9,713 | 12,614 | 3,003 | 10,053 | 13,056 |
| Sub-total Taxes and Licenses |  |  |  | 20,367 | 68,187 | 88,554 | 21,080 | 70,573 | 91,653 |
| Insurance <br> Propaty |  |  |  |  |  |  |  |  |  |
|  |  |  |  | 90,698 | 303,640 | 394,338 | 93,872 | 314,267 | 408,139 |
| Fidelity Bond Insurance | 3.5\% | 3.5\% |  | - | - | - | - | - |  |
| Worker's Compensation | 3.5\% | 3.5\% |  | 6,519 | 21,826 | 28,345 | 6,748 | 22,590 | 29,337 |
| Director's \& Officers' Liability Insurance | 3.5\% | 3.5\% |  | 97,217 | 325,466 | 422,683 | - | - | - |
| Sub-total Insurance |  |  |  |  |  |  | 100,620 | 336,857 | 437,477 |


| Maintenance \& Repair |  |  |  | 97, | , | , | , | , | , |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Payroll | 3.5\% | 3.5\% |  | 36,538 | 122,324 | 158,862 | 37,817 | 126,605 | 164,422 |
| Supplies | 3.5\% | 3.5\% |  | 7,968 | 26,676 | 34,644 | 8,247 | 27,610 | 35,857 |
| Contracts | 3.5\% | 3.5\% |  | 70,431 | 235,791 | 306,222 | 72,896 | 244,044 | 316,940 |
| Garbage and Trash Removal | 3.5\% | 3.5\% |  | 18,014 | 60,307 | 78,321 | 18,644 | 62,418 | 81,062 |
| Security Payrol//Contract | 3.5\% | 3.5\% |  | 294,204 | 73,551 | 367,755 | 304,501 | 76,125 | 380,626 |
| HVAC Repairs and Maintenance | 3.5\% | 3.5\% |  | - | - | - | - | - | - |
| Vehicle and Maintenance Equipment Operation and Repairs | 3.5\% | 3.5\% |  | - | - |  |  | - |  |
| Miscellaneous Operating and Maintenance Expenses | 3.5\% | 3.5\% |  | . | - | - | . | - | - |
| Sub-total Maintenance \& Repair Expenses |  |  |  | 427,155 | 518,649 | 945,804 | 442,106 | 536,801 | 978,907 |
| Supportive Services | 3.5\% | 3.5\% |  | - | 215,311 | 215,311 | - | 222,847 | 222,847 |
| Commercial Expenses |  |  |  |  |  | - |  |  | - |
| TOTAL OPERATING EXPENSES PUPA (w/o Reserves/GL Base Rent/Bond Fees) |  |  |  | 846,263 | 2,137,058 | 2,983,321 | 875,882 | 2,211,855 | 3,087,737 |
| Reserves/Ground Lease Base Rent/Bond Fees |  |  |  |  |  |  |  |  |  |
| Ground Lease Base Rent |  |  |  | 3,450 | 11,550 | 15,000 | 3,450 | 11,550 | 15,000 |
| Bond Monitoring Fee |  |  |  | 2,408 | 8,061 | 10,469 | 2,408 | 8,061 | 10,469 |
| Replacement Reserve Deposit |  |  |  | 14,605 | 48,895 | 63,500 | 14,605 | 48,895 | 63,500 |
| Operating Reserve Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 1 Deposit |  |  |  | - | - | - | - | - | - |
| Other Required Reserve 2 Deposit |  |  |  | - | - | - | - | - | - |
| Required Reserve Deposit/s, Commercial |  |  |  | - | - | - | - | - | - |
| Sub-total Reserves/Ground Lease Base Rent/Bond Fees |  |  |  | 20,463 | 68,506 | 88,969 | 20,463 | 68,506 | 88,969 |



| Application Date: | 8/19/2020 | LOSP Units | $\begin{aligned} & \text { on-LOSP } \\ & \text { Units } \end{aligned}$ |
| :---: | :---: | :---: | :---: |
| Total \# Units: | 127 | 29 | 98 |
| First Year of Operations (provide data assuming that |  |  |  |
| Year 1 is a full year, i.e. 12 months of operations): | 2021 | LOSP/non-LOSP Allocation |  |
|  |  | 23\% | 77\% |

Residual Receipts Calculation
Does Project have a MOHCD Residual Receipt Obligation?
Will Project Defer Developer Fee?

Max Deferred Developer Fee/Borrower \% of Residual Receipts in Yr 1:
\% of Residual Receipts available for distribution to soft debt lenders ir

| Project Name: | 2060 Folsom |
| :--- | :--- |
| Project Address: | 2060 Folsom Street |
| Project Sponsor: | Chinatown CDC \& MEDA |


| Soft Debt Lenders with Residual Receipts Obligations | (Select lender name/program from drop down) | Total Principal Amt | Distrib. of Soft <br> Debt Loans |
| :---: | :---: | :---: | :---: |
| MOHCD/OCll - Soft Debt Loans | All MOHCD/OCII Loans payable from res. rects | \$31,956,102 | 62.38\% |
| MOHCD/OCII - Ground Lease Value or Land Acq Cost | Acquisition Cost | \$9,975,000 | 19.47\% |
| HCD (soft debt loan) - Lender 3 | HCD-AHSC | \$9,300,000 | 18.15\% |
| Other Soft Debt Lender - Lender 4 |  |  | 0.00\% |
| Other Soft Debt Lender - Lender 5 |  |  | 0.00\% |


| MOHCD Residual Receipts Amount Due | 40,640 | 40,640 | $50 \%$ of residual receipts, multiplied by $81.85 \%$-- MOHCD's pro rata share of all soft debt |
| :---: | :---: | :---: | :---: |
| Proposed MOHCD Residual Receipts Amount to Loan Repayment | 9,381 | 9,381 | Enter/override amount of residual receipts proposed for loan repayment. |
| Proposed MOHCD Residual Receipts Amount to Residual Ground Leas | 31,259 | 31,259 | If applicable, MOHCD residual receipts amt due LESS amt proposed for loan repymt. |
| REMAINING BALANCE AFTER MOHCD RESIDUAL RECEIPTS |  |  |  |
| DEBT SERVICE |  | 9,014 |  |
| NON-MOHCD RESIDUAL RECEIPTS DEBT SERVICE |  |  |  |
| HCD Residual Receipts Amount Due |  | 9,014 | $50 \%$ of residual receipts, multiplied by $18.15 \%-$ - HCD-AHSC's pro rata share of all soft debt |
| Lender 4 Residual Receipts Due |  | 0 |  |
| Lender 5 Residual Receipts Due |  | 0 |  |
| Total Non-MOHCD Residual Receipts Debt Service |  | 9,014 |  |

REMAINDER (Should be zero unless there are
distributions below)
Final Balance (should be zero)


| Application Date: 8/19/2020 |  |
| :---: | :---: |
| Total \# Units: 127 |  |
| First Year of Operations (provide data assuming that |  |
| Year 1 is a full year, i.e. 12 months of operations): 2021 |  |
| Residual Receipts Calculation |  |
| Does Project have a MOHCD Residual Receipt Obligation? |  |
| Will Project Defer Developer Fee? |  |
| Max Deferred Developer Fee/Borrower \% of Residual Receipts in Yr 1 | 11,702 |
| \% of Residual Receipts available for distribution to soft debt lenders ir | 2.621655927 |
| Soft Debt Lenders with Residual Receipts Obligations |  |
| MOHCD/OCII - Soft Debt Loans |  |
| MOHCD/OCII - Ground Lease Value or Land Acq Cost |  |
| HCD (soft debt loan) - Lender 3 |  |
| Other Soft Debt Lender - Lender 4 |  |
| Other Soft Debt Lender - Lender 5 |  |
| MOHCD RESIDUAL RECEIPTS DEBT SERVICE |  |
| MOHCD Residual Receipts Amount Due |  |
| Proposed MOHCD Residual Receipts Amount to Loan Repayment |  |
| Proposed MOHCD Residual Receipts Amount to Residual Ground Leas |  |
| REMAINING BALANCE AFTER MOHCD RESIDUAL RECEIPTS DEBT SERVICE |  |
| NON-MOHCD RESIDUAL RECEIPTS DEBT SERVICE |  |
| HCD Residual Receipts Amount Due |  |
| Lender 4 Residual Receipts Due |  |
| Lender 5 Residual Receipts Due |  |
| Total Non-MOHCD Residual Receipts Debt Service |  |
| REMAINDER (Should be zero unless there are distributions below) |  |
| Owner Distributions/Incentive Management Fee |  |
| Other Distributions/Uses |  |
| Final Balance (should be zero) |  |

