

**BIELE PLACE APARTMENTS
(CONTRACT NUMBER 80-RHC-032)
A PROJECT OF THE
CAPITOL AREA DEVELOPMENT AUTHORITY
SACRAMENTO, CALIFORNIA**

Independent Auditor's Reports,
Financial Statements and Supplemental Information

For the Fiscal Years Ended June 30, 2013 and 2012

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
For the Fiscal Years Ended June 30, 2013 and 2012

Table of Contents

	<i>Page(s)</i>
Independent Auditor's Report	1-2
Financial Statements:	
Statements of Net Position	3
Statements of Revenues, Expenses and Changes in Fund Net Position	4
Statements of Cash Flows	5-6
Notes to the Financial Statements	7-12
Supplemental Information:	
Supplemental Information Required by Housing and Community Development	13
Annual Report Sponsor Certification.....	14
Annual Report Reserve Balances and Supplemental Information	15-16
Rental Housing Construction Program - Original:	
Report of Actual Operating Costs	17
Actual Cash Flow Analysis	18
Other Report:	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	19-20

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Capitol Area Development Authority
Sacramento, California

Report on the Financial Statements

We have audited the accompanying financial statements of the Biele Place Apartments (Contract Number 80-RHC-32) (the Project), a project of the Capitol Area Development Authority (Authority) as of and for the years ended June 30, 2013 and 2012, and the related notes to the financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

As described in Note A, the financial statements present only the Project and do not purport to, and do not, present fairly, the financial position of the Authority as of June 30, 2013 and 2012, and the changes in its financial position and its cash flows for the fiscal years then ended in conformity with accounting principles generally accepted in the United States of America.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Project as of June 30, 2013 and 2012, and the changes in financial position, and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information on pages 13 to 18 is presented for purposes of additional analysis and is not a required part of the financial statements. The supplemental information on pages 15 to 18 is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information on pages 15 to 18 is fairly stated in all material respects in relation to the financial statements as a whole. The supplemental information on pages 13 and 18 are required by Housing and Community Development and the Project sponsor. Such information has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2013, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Maciae Mini & O'Connell LLP

Sacramento, California
December 10, 2013

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Statements of Net Position
June 30, 2013 and 2012

	2013	2012
Assets		
Current assets:		
Cash and cash equivalents	\$ 9,926	\$ 65,094
Residential accounts receivable	995	3,245
Receivable from HCD	-	13,438
Prepaid expense	966	928
Restricted cash - tenant security deposits	11,390	10,835
Total current assets	23,277	93,540
Noncurrent assets:		
Restricted cash - replacement reserves	62,785	14,988
Capital assets:		
Buildings and improvements, net of accumulated depreciation	95,767	142,724
Total noncurrent assets	158,552	157,712
Total assets	181,829	251,252
Liabilities		
Current liabilities:		
Accounts payable	5,391	4,573
Deferred revenue - prepaid rent	2,146	3,497
Due to State - HCD	5,199	67,527
Tenant security deposits	11,390	10,835
Notes payable, current portion	4,728	4,498
Total current liabilities	28,854	90,930
Noncurrent liabilities:		
Notes payable, net of current portion	2,463	7,191
Total liabilities	31,317	98,121
Net Position		
Net investment in capital assets	88,576	131,035
Restricted for replacements	62,785	14,988
Unrestricted	(849)	7,108
Total net position	\$ 150,512	\$ 153,131

See accompanying notes to financial statements.

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Statements of Revenues, Expenses and Changes in Fund Net Position
For the Fiscal Years Ended June 30, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Operating revenues		
Rental revenue, net	\$ 132,783	\$ 130,289
HCD annuities	-	13,438
Excess program payments	31,827	-
Net HCD annuities	<u>31,827</u>	<u>13,438</u>
CADA annuity	4,980	4,980
Coin-operated laundry	1,605	1,417
Miscellaneous	<u>722</u>	<u>981</u>
Total operating revenues	<u>171,917</u>	<u>151,105</u>
Operating expenses		
Payroll:		
Salaries and benefits	<u>34,790</u>	<u>35,562</u>
Administrative:		
Legal and accounting services	4,710	4,573
Management fee	20,724	20,724
Media	540	540
Total administrative	<u>25,974</u>	<u>25,837</u>
Utilities	<u>22,908</u>	<u>23,389</u>
Operating and maintenance:		
Supplies	1,476	1,793
Service contracts	12,335	10,305
Courtesy patrol	2,172	2,064
Decorating and painting	3,128	2,448
Repairs and maintenance	14,763	16,048
Bad debt expense	1,685	-
Total operating and maintenance	<u>35,559</u>	<u>32,658</u>
Insurance and taxes:		
Insurance	8,108	7,580
Property taxes	720	673
Total insurance and taxes	<u>8,828</u>	<u>8,253</u>
Depreciation	<u>46,957</u>	<u>46,957</u>
Total operating expenses	<u>175,016</u>	<u>172,656</u>
Operating loss	<u>(3,099)</u>	<u>(21,551)</u>
Non-operating revenues (expenses)		
Interest income	962	1,816
Interest expense	(482)	(701)
Total non-operating revenues, net	<u>480</u>	<u>1,115</u>
Change in net position	(2,619)	(20,436)
Net position, beginning of year	<u>153,131</u>	<u>173,567</u>
Net position, end of year	<u>\$ 150,512</u>	<u>\$ 153,131</u>

See accompanying notes to financial statements.

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Statements of Cash Flows
For the Fiscal Years Ended June 30, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Cash flows from operating activities:		
Rental receipts	\$ 133,682	\$ 131,581
HCD annuities	(17,063)	-
CADA annuity	4,980	4,980
Other receipts	2,327	2,398
Tenant security deposits received	2,680	985
Payroll and related costs	(34,790)	(35,562)
Administrative expenses	(25,974)	(25,837)
Utilities expense	(22,908)	(23,389)
Operating and maintenance expenses	(34,779)	(33,828)
Tenant security deposits paid	(2,125)	(1,285)
Insurance and taxes expense	(8,828)	(8,253)
Net cash provided by (used in) operating activities	<u>(2,798)</u>	<u>11,790</u>
Cash flows from capital and related financing activities:		
Principal payment on debt	(4,498)	(4,279)
Interest paid on debt	(482)	(701)
Net cash used in capital and related financing activities	<u>(4,980)</u>	<u>(4,980)</u>
Cash flows from investing activities:		
Interest receipts	<u>962</u>	<u>1,816</u>
Net increase (decrease) in cash	(6,816)	8,626
Cash and cash equivalents, beginning of year	90,917	82,291
Cash and cash equivalents, end of year	<u>\$ 84,101</u>	<u>\$ 90,917</u>
Reconciliation to the Statements of Net Position:		
Cash and cash equivalents	\$ 9,926	\$ 65,094
Restricted cash:		
Tenant security deposits	11,390	10,835
Replacement reserves	<u>62,785</u>	<u>14,988</u>
Total cash and cash equivalents	<u>\$ 84,101</u>	<u>\$ 90,917</u>

See accompanying notes to financial statements.

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Statements of Cash Flows (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

	2013	2012
Reconciliation of operating loss to net cash provided by (used in) operating activities:		
Operating loss	\$ (3,099)	\$ (21,551)
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation	46,957	46,957
Changes in assets and liabilities:		
Residential accounts receivable	2,250	1,849
Prepaid expense	(38)	(144)
Receivable from HCD	13,438	(13,438)
Accounts payable	818	(1,026)
Deferred revenue -prepaid rent	(1,351)	(557)
Due to State - HCD	(62,328)	-
Tenant security deposits	555	(300)
Net cash provided by (used in) operating activities	\$ (2,798)	\$ 11,790

See accompanying notes to financial statements.

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Notes to the Financial Statements (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

General

Biele Place Apartments (Project) is a 35-unit apartment complex located in downtown Sacramento, California. It provides housing for eligible low-income families under the State of California Department of Housing and Community Development (HCD) Rental Housing Construction Program (RHCP). This program provides long-term financing to construct the housing project and monthly annuities to fund operating deficits.

In accordance with a regulatory agreement dated December 30, 1982, the Capitol Area Development Authority (Authority) manages the Project. The Authority is a joint powers agency with a Board of Directors comprised of appointees of the City of Sacramento (City) and the State of California. The accompanying financial statements are not intended to present fairly the financial position or changes in financial position and cash flows of the Authority in conformity with accounting principles generally accepted in the United States of America.

Basis of Presentation

The Project is accounted for using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows occurs. The Project distinguishes operating from non-operating revenues and expenses. Operating revenues and expenses generally result from providing services in connection with the Project's ongoing operations. The principal operating revenue of the Project is rental income from tenants of its housing units. Operating expenses for the Project include employee services, administrative expenses, maintenance and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses. When both restricted and unrestricted resources are available for use, it is the Project's policy to use restricted resources first, then unrestricted resources as needed.

Cash, Cash Equivalents and Restricted Cash

The Project participates in the City's investment pool. The City Treasurer pools cash and other City funds and invests to maximize income consistent with safe and prudent investment practices within the guidelines of the City's investment policy. The City, as a charter city, has adopted its own investment guidelines to guide investment of City funds by the Treasurer. These guidelines are consistent with the requirements of California Government Code Section 53601. The City Council provides regulatory oversight of the City's investment pool and reviews its investment policy on a quarterly basis. The estimated fair value of investments in the pool is based on quoted market prices. However, the value of the pool shares in the City's investment pool that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the Project's position in the pool. The City's investment pool is unrated and the weighted average maturity is 1.47 years and 1.89 years as of June 30, 2013 and 2012, respectively. At June 30, 2013 and 2012, the entire amount of the Project's cash and cash equivalents and restricted cash are invested in the City's investment pool. Detailed disclosures, including investment policies and associated risk policies, regarding the Project's cash and investments are included in the notes to the Authority's basic financial statements.

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Notes to the Financial Statements (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

For purposes of the statements of cash flows, the Authority considers cash and cash equivalents to include all pooled cash and investments, including restricted account balances, as these pooled balances have the general characteristic of a demand deposit account. Restricted cash includes replacement reserves and tenant security deposits.

Capital Assets

Capital assets, which are defined by the Authority as assets with an initial, individual cost of more than \$3,000 and an estimated useful life beyond one year, are stated at cost. Depreciation is calculated using the straight-line method over an estimated useful life of between 10 to 30 years. Maintenance and repair costs are expensed as incurred.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from these estimates.

NOTE B - TENANT SECURITY DEPOSITS

The Project collects security deposits from tenants at the inception of the tenant lease. These deposits, which are reported in these financial statements as restricted cash, are refundable to the tenants to the extent there are no unpaid rents or damages to the housing unit. Tenant security deposits held as of June 30, 2013 and 2012 amounted to \$11,390 and \$10,835, respectively.

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Notes to the Financial Statements (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

NOTE C - CAPITAL ASSETS

Information on additions and disposals of capital assets is presented below:

	<u>June 30, 2012</u>	<u>Increases</u>	<u>Decreases</u>	<u>June 30, 2013</u>
Capital assets:				
Buildings and improvements	\$ 1,231,987	\$ -	\$ -	\$ 1,231,987
Less accumulated depreciation for:				
Buildings and improvements	<u>(1,089,263)</u>	<u>(46,957)</u>	<u> </u>	<u>(1,136,220)</u>
Capital assets being depreciated, net	<u>142,724</u>	<u>(46,957)</u>	<u>-</u>	<u>95,767</u>
Capital assets, net	<u><u>\$ 142,724</u></u>	<u><u>\$ (46,957)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 95,767</u></u>

	<u>June 30, 2011</u>	<u>Increases</u>	<u>Decreases</u>	<u>June 30, 2012</u>
Capital assets:				
Buildings and improvements	\$ 1,231,987	\$ -	\$ -	\$ 1,231,987
Less accumulated depreciation for:				
Buildings and improvements	<u>(1,042,306)</u>	<u>(46,957)</u>	<u>-</u>	<u>(1,089,263)</u>
Capital assets being depreciated, net	<u>189,681</u>	<u>(46,957)</u>	<u>-</u>	<u>142,724</u>
Capital assets, net	<u><u>\$ 189,681</u></u>	<u><u>\$ (46,957)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 142,724</u></u>

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Notes to the Financial Statements (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

NOTE D - REPLACEMENT RESERVES

Replacement reserves, which are reported in these financial statements as restricted cash, are funded monthly to provide for future major additions, repairs or replacements. The replacement reserve activity for the fiscal years ended June 30 is as follows:

	<u>2013</u>	<u>2012</u>
Beginning balance	\$ 14,988	\$ 2,250
Interest earned	482	284
Required deposits	6,100	18,000
Excess cash deposit	50,464	-
Authorized expenses	(9,249)	(5,546)
Ending balance	<u>\$ 62,785</u>	<u>\$ 14,988</u>

NOTE E - PROGRAM PAYMENTS

As stated in Note A, the HCD Rental Housing Construction Program provides operating funds to the Project to cover the operating costs not covered by rental revenues. Unexpended payments due back to HCD exceeded authorized annuities by \$1,397 during fiscal year ended June 30, 2013. In the fiscal year ended June 30, 2012, no additional unexpended payments are due back to HCD with a receivable due to the authority of \$13,438 for operating costs not covered by rental revenues.

In determining the qualifying operating costs, HCD disallows certain expenses reflected in these financial statements. Specifically excluded are depreciation expense, repairs paid out of replacement reserves and asset acquisitions exceeding the authorized budget. For the fiscal year ended June 30, 2013, rental and program revenues exceeded qualifying operating costs by \$5,199. Net unexpended program payments are reported as Due to State - HCD on the Project's statements of net assets.

The activity in the account for the fiscal years ended June 30, are as follows:

	<u>2013</u>	<u>2012</u>
Due to State-HCD, beginning balance	\$ 67,527	\$ 67,527
Excess cash deposited to replacement reserve	(50,464)	
Excess cash payment to HCD	(17,063)	
Excess program payments for the current year	1,397	-
HCD adjustment	<u>3,802</u>	<u>-</u>
Due to State-HCD, ending balance	<u>\$ 5,199</u>	<u>\$ 67,527</u>

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Notes to the Financial Statements (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

NOTE F - NOTE PAYABLE

Note payable as of June 30, 2013 and 2012 consisted of the following:

	2013	2012
Sacramento Housing and Redevelopment Agency (SHRA)	\$ 7,191	\$ 11,689
Less: current portion	4,728	4,498
Long-term portion	\$ 2,463	\$ 7,191

The note payable to SHRA is payable at a rate of \$415 per month including interest at 5% annually, maturing on June 1, 2015.

The following is the schedule of principal and interest payments for the Project's notes payable:

Years Ending June 30,	Principal	Interest	Total
2014	\$ 4,728	\$ 252	\$ 4,980
2015	2,463	36	2,499
	\$ 7,191	\$ 288	\$ 7,479

The following is a summary of the note payable transactions for the fiscal years ended June 30, 2013 and 2012:

Balance June 30, 2012	Additions	Retirements	Balance June 30, 2013	Amounts due within one year
\$ 11,689	\$ -	\$ 4,498	\$ 7,191	\$ 4,728
Balance June 30, 2011	Additions	Retirements	Balance June 30, 2012	Amounts due within one year
\$ 15,968	\$ -	\$ 4,279	\$ 11,689	\$ 4,498

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Notes to the Financial Statements (Continued)
For the Fiscal Years Ended June 30, 2013 and 2012

NOTE G - LEASED PROPERTY

The land on which the Project is located is owned by the State of California. On August 29, 1980, a 60-year operating lease was entered into between the Authority and the State of California. This lease is without cost, therefore, it is not reflected in these financial statements.

The State of California or the Authority may terminate the lease at any time by giving 60 days notice. Should this lease be terminated, the developmental ground lease will be honored by the State on behalf of the Authority.

SUPPLEMENTAL INFORMATION

BIELE PLACE APARTMENTS
(Contract Number 80-RHC-032)
A Project of the Capitol Area Development Authority
Supplemental Information Required by
Housing and Community Development
For the Fiscal Year Ended June 30, 2013

Insurance

Insurance premiums are current as of June 30, 2013. The annual renewal policy was paid before the due date.

Debt Service

The debt service payments are current.

Project Name: Biele Place

Contract #: 80-RHC-032

Sponsor's Name: Capitol Area Development Authority

Project Fiscal Year: 2012-2013

The sponsor must send one copy of this *Annual Report Sponsor Certification* along with the annual *Audited Financial Statements* to the Department of Housing and Community Development within ninety (90) days (or within the period of time specified in the Regulatory Agreement, if different) after the end of the project fiscal year. The *Annual Report Sponsor Certification* must have original signatures. Please note that if additional information is required for a specific program's *annual reporting requirement*, that information must accompany the *Annual Audited Financial Statements* as a separate attachment. The *Annual Report* includes the *Sponsor Certification*, the *Audited Financial Statements* and all other annual reporting documents.

Sponsor Certification

It is hereby certified that all of the representations made by the sponsor in the Regulatory Agreement and the financial disclosures contained in the *Annual Report* are true and correct, and that there is not any condition, event, or act which would constitute an event of default there under, or which with notice, passage of time, or both, would constitute such an event of default.



Authorized Signature

Diana L. Rutley

Printed Name

Property Manager

Title

10-29-13

Date

Explanation of other Withdrawals:

ADDITIONAL REQUESTED INFORMATION FOR FY:

2012-2013

ITEM	YES	NO	DATES PAID AND COMMENTS
1. Operating Reserves: Funded monthly? If not, how often?			Not Applicable
2. Replacement Reserves: Funded monthly? If not, how often?	X		
3. Security Deposit Acct. : Bal. equal to/greater than security deposit liability plus interest? Explain if "No".			Not Applicable
4. Taxes: Paid current, on time & no late fees incurred?	X		
5. Insurance: Is coverage according to Regulatory Agreement?	X		
6. Insurance: Paid current and the renewal policy paid on time?	X		
7. Required Debt Service: Paid current & always paid by due date?			Not Applicable
8. Debt: Has additional indebtedness been incurred? (If "YES", explain what, when and with whom.)		X	
9. Other Reserve Account?: Name other reserve accounts, how funded, who controls them and their purpose.			Not Applicable
10. Account Insurance: Are all accounts insured by Federal Gov't?	X		

Annual Report

Actual Operating Costs

AMC 180a (Rev. Oct 2009) (This version is used for RHCP-O only)

Rental Housing Construction Program -- Original

7. REPORT OF ACTUAL OPERATING COSTS

Reporting Period: 7/1/2012 to 06/30/2013

Contract No: 80-RHC-032
 Project Name: Biele Place
 Prepared by:
 Date Prepared:

Units/Sq. Ft. - Assisted: 35
 Units/Sq. Ft. - Total: 35
 Unit Months: 420

ACCOUNT NAME	ACCOUNT CODES	UNIT EXPENSES						PROJECT TOTALS		
		Approved Assisted (A)	Actual Assisted	Approved Non-Assisted	Actual Non-Assisted	Proposed Commercial	Actual Commercial	Approved Total Expenses	Total Actual Expenses (B)	Project Variance (C)
MANAGEMENT FEE: 6200/6300										
1 Management Fee or Sponsor Overhead	6320	20,724	20,724	0	0	0	0	20,724	20,724	0
ADMINISTRATIVE EXPENSES: 6200/6300										
2 Advertising	6210	540	540	0	0	0	0	540	540	0
3 Apartment Resale Expense (Cooperatives)	6235	0	0	0	0	0	0	0	0	0
4 Other Renting Expenses	6250	200	0	0	0	0	0	200	0	200
5 Office Salaries	6310	0	0	0	0	0	0	0	0	0
6 Office Supplies	6311	0	0	0	0	0	0	0	0	0
7 Office or Model Apartment Rent	6312	0	0	0	0	0	0	0	0	0
8 Manager and Superintendent Salaries	6330	22,320	22,320	0	0	0	0	22,320	22,320	0
9 Manager's or Superintendent's Rent Free Unit	6331	6,576	6,576	0	0	0	0	6,576	6,576	0
10 Legal Expense - Project	6340	750	0	0	0	0	0	750	0	750
11 Audit Expense - Project	6350	4,710	4,710	0	0	0	0	4,710	4,710	0
12 Bookkeeping Fees/Accounting Services	6351	0	0	0	0	0	0	0	0	0
13 Telephone and Answering Service Expenses	6360	0	0	0	0	0	0	0	0	0
14 Bad Debt Expense	6370	0	0	0	0	0	0	0	0	0
15 Miscellaneous Administrative Expenses (specify)	6390	0	0	0	0	0	0	0	0	0
16 TOTAL ADMINISTRATIVE EXPENSES	6200/6300T	35,096	34,146	0	0	0	0	35,096	34,146	950
UTILITIES EXPENSES: 6400										
17 Fuel Oil/Coal	6420	0	0	0	0	0	0	0	0	0
18 Electricity	6450	2,750	3,033	0	0	0	0	2,750	3,033	(283)
19 Water	6451	0	0	0	0	0	0	0	0	0
20 Gas	6452	3,000	3,112	0	0	0	0	3,000	3,112	(112)
21 Sewer	6453	16,700	15,132	0	0	0	0	16,700	15,132	1,568
22 TOTAL UTILITIES EXPENSES	6400T	22,450	21,277	0	0	0	0	22,450	21,277	1,173
OPERATING AND MAINTENANCE EXPENSES: 6500										
23 Janitor and Cleaning Payroll	6510	3,516	5,894	0	0	0	0	3,516	5,894	(2,378)
24 Janitor and Cleaning Supplies	6515	1,400	1,476	0	0	0	0	1,400	1,476	(76)
25 Janitor and Cleaning Contracts	6517	6,091	8,545	0	0	0	0	6,091	8,545	(2,454)
26 Exterminating Payroll/Contract	6519	0	0	0	0	0	0	0	0	0
27 Exterminating Supplies	6520	0	0	0	0	0	0	0	0	0
28 Garbage and Trash Removal	6525	2,968	1,631	0	0	0	0	2,968	1,631	1,337
29 Security Payroll/Contract	6530	2,172	2,172	0	0	0	0	2,172	2,172	0
30 Grounds Payroll	6535	0	0	0	0	0	0	0	0	0
31 Grounds Supplies	6536	0	0	0	0	0	0	0	0	0
32 Grounds Contract	6537	2,232	2,232	0	0	0	0	2,232	2,232	0
33 Repairs Payroll	6540	0	0	0	0	0	0	0	0	0
34 Repairs Material	6541	2,000	5,513	0	0	0	0	2,000	5,513	(3,513)
35 Repairs Contract	6542	0	0	0	0	0	0	0	0	0
36 Elevator Maintenance/Contract	6545	1,701	1,560	0	0	0	0	1,701	1,560	141
37 Heating/Cooling Repairs and Maintenance	6546	0	0	0	0	0	0	0	0	0
38 Swimming Pool Maintenance/Contract	6547	0	0	0	0	0	0	0	0	0
39 Snow Removal	6548	0	0	0	0	0	0	0	0	0
40 Decorating/Payroll Contract	6560	581	3,128	0	0	0	0	581	3,128	(2,547)
41 Decorating Supplies	6561	0	0	0	0	0	0	0	0	0
42 Vehicle and Maint. Equipment Operation/Repairs	6570	0	0	0	0	0	0	0	0	0
43 Misc. Operating and Maintenance Expenses (specify)	6590	2,127	9,249	0	0	0	0	2,127	9,249	(7,122)
44 TOTAL OPERATING & MAINTENANCE EXPENSES	6500T	24,788	41,400	0	0	0	0	24,788	41,400	(16,612)
TAXES AND INSURANCE: 6700										
45 Real Estate Taxes	6710	705	719	0	0	0	0	705	719	(14)
46 Payroll Taxes (Project's Share)	6711	0	0	0	0	0	0	0	0	0
47 Misc. Taxes, Licenses and Permits	6719	0	0	0	0	0	0	0	0	0
48 Property and Liability Insurance (Hazard)	6720	0	0	0	0	0	0	0	0	0
49 Fidelity Bond Insurance	6721	0	0	0	0	0	0	0	0	0
50 Worker's Compensation	6722	0	0	0	0	0	0	0	0	0
51 Health Insurance and Other Employee Benefits	6723	0	0	0	0	0	0	0	0	0
52 Other Insurance	6729	9,025	8,108	0	0	0	0	9,025	8,108	917
53 TOTAL TAXES AND INSURANCE	6700T	9,730	8,827	0	0	0	0	9,730	8,827	903
ASSISTED LIVING/BOARD & CARE EXPENSES: 6900										
54 Food	6932	0	0	0	0	0	0	0	0	0
55 Recreation and Rehabilitation	6980	0	0	0	0	0	0	0	0	0
56 Rehabilitation Salaries	6983	0	0	0	0	0	0	0	0	0
57 Other Service Expenses	6990	0	0	0	0	0	0	0	0	0
58 TOTAL ASSISTED LIVING EXPENSES	6900T	0	0	0	0	0	0	0	0	0
61 TOTAL OPERATING COSTS		112,788	126,374	0	0	0	0	112,788	126,374	(13,586)

Annual Report

Actual Cash Flow Analysis

AMC 181a (Rev. Oct 2009) (This version is used for RHCP-O only)

Rental Housing Construction Program -- Original

8. ACTUAL CASH FLOW ANALYSIS

Reporting Period: 07/01/2012 to 06/30/2013

Contract No: 80-RHC-032
 Project Name: Biele Place
 Prepared by:
 Date Prepared:

Units/Sq. Ft. - Assisted: 35
 Units/Sq. Ft. - Total: 35
 Unit Months: 420

ACCOUNT NAME	Account Codes	ASSISTED UNITS		NON-ASSISTED UNITS		COMMERCIAL		TOTAL PROJECT		PROJECT VARIANCE
		Approved Cashflow (A)	Actual Cashflow (B)	Approved Cashflow (C)	Actual Cashflow (D)	Proposed Cashflow (E)	Actual Cashflow (F)	Approved Cashflow (G)	Actual Cashflow (H)	Cashflow Variance (I)
REVENUE ACCOUNTS/RENT REVENUE: 5100										
1 Rent Revenue	5120	126,540	107,351	0	0	0	0	126,540	107,351	(19,189)
2 Tenant Assistance Payments	5121	17,100	23,747	0	0	0	0	17,100	23,747	6,647
3 Rent revenue - Stores and Commercial	5140	0	0	0	0	0	0	0	0	0
4 Garage and Parking Spaces	5170	0	0	0	0	0	0	0	0	0
5 Flexible Subsidy Revenue	5185	0	0	0	0	0	0	0	0	0
6 Miscellaneous Rent Revenue	5190	100	687	0	0	0	0	100	687	587
7 Excess Rent	5191	0	0	0	0	0	0	0	0	0
8 Rent Revenue/Insurance	5192	0	0	0	0	0	0	0	0	0
9 Special Claims Revenue	5193	0	0	0	0	0	0	0	0	0
10 Retained Excess Income	5194	0	0	0	0	0	0	0	0	0
11 GROSS RENT REVENUE	5100T	143,740	131,785	0	0	0	0	143,740	131,785	(11,955)
<i>Total Vacancies (HCD Use Only)</i>	<i>5200T</i>	<i>3,796</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>3,796</i>	<i>0</i>	<i>0</i>
ASSISTED LIVING/BOARD & CARE REVENUES: 5300										
17 Food	5332	0	0	0	0	0	0	0	0	0
18 Recreation (Activities) and Rehabilitation	5380	0	0	0	0	0	0	0	0	0
19 Rehabilitation	5385	0	0	0	0	0	0	0	0	0
20 Other Service Revenue	5390	0	0	0	0	0	0	0	0	0
<i>Total Living Revenue</i>	<i>6300T</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
FINANCIAL REVENUE: 5400										
21 Financial Revenue - Project Operations	5410	634	480	0	0	0	0	634	480	(154)
<i>Total Financial Revenue</i>	<i>5400T</i>	<i>634</i>	<i>480</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>634</i>	<i>480</i>	<i>(154)</i>
OTHER REVENUE: 5900										
22 Laundry and Vending Revenue	5910	1,300	1,606	0	0	0	0	1,300	1,606	306
23 NSF and Late Charges	5920	0	0	0	0	0	0	0	0	0
24 Damages and Cleaning Fees	5930	0	0	0	0	0	0	0	0	0
25 Forfeited Tenant Security Deposits	5940	0	0	0	0	0	0	0	0	0
26 Other Revenue	5990	0	0	0	0	0	0	0	0	0
<i>Total Other Revenue</i>	<i>5900T</i>	<i>1,300</i>	<i>1,606</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1,300</i>	<i>1,606</i>	<i>306</i>
27 EFFECTIVE GROSS RENT (EGR)	5152T	141,878	133,871	0	0	0	0	141,878	133,871	(8,007)
28 TOTAL OPERATING EXPENSES	6000T	116,172	126,374	0	0	0	0	116,172	126,374	(10,202)
29 NET OPERATING INCOME (NOI)	5000T	25,706	7,497	0	0	0	0	25,706	7,497	(18,209)
FINANCIAL EXPENSES: 6800										
30 Non-Contingent Debt Service (specify lender)	6895	0	0	0	0	0	0	0	0	0
1st Mortgage =		0	0	0	0	0	0	0	0	0
2nd Mortgage =		0	0	0	0	0	0	0	0	0
3rd Mortgage =		0	0	0	0	0	0	0	0	0
31 HCD Required Payments	6890	0	0	0	0	0	0	0	0	0
32 Lease Payment	6890	0	0	0	0	0	0	0	0	0
33 Miscellaneous Financial Expenses	6890	0	0	0	0	0	0	0	0	0
<i>Total Financial Expenses</i>	<i>6800T</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
FUNDED RESERVES:										
34 Escrow Deposits	1310	0	0	0	0	0	0	0	0	0
35 Replacement Reserve-Deposit	1320	6,100	6,100	0	0	0	0	6,100	6,100	0
36 Operating Reserve-Deposit	1300	0	0	0	0	0	0	0	0	0
37 Other Reserves (specify)		0	0	0	0	0	0	0	0	0
#1	1330	0	0	0	0	0	0	0	0	0
#2	1330	0	0	0	0	0	0	0	0	0
#3	1330	0	0	0	0	0	0	0	0	0
<i>Total Reserve Deposits</i>		<i>6,100</i>	<i>6,100</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>6,100</i>	<i>6,100</i>	<i>0</i>
38 PROJECT CASH FLOW (CF)		19,606	1,397	0	0	0	0	19,606	1,397	(18,209)
ADDITIONAL REVENUE:										
39 RHCP-O Annuity Fund Request (For Assisted Units Only)		0	0	0	0	0	0	0	0	0
40 Withdrawal from Operating Reserves		0	0	0	0	0	0	0	0	0
41 Borrower Contribution		0	0	0	0	0	0	0	0	0
42 Other (specify)		0	0	0	0	0	0	0	0	0
<i>Total Additional Revenue</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
USE OF CASH FLOW:										
43 HCD Interest Payments		0	0	0	0	0	0	0	0	0
44 Asset Mgmt Fee (CHRP-R/SUHRP & HOME-pre-UMR Only)		0	0	0	0	0	0	0	0	0
45 Asset Mgmt Fee/Prtshp Costs (MHP/HOME under UMR)		0	0	0	0	0	0	0	0	0
46 Borrower Distributions		0	0	0	0	0	0	0	0	0
47 Residual Receipt Loan Payments		0	0	0	0	0	0	0	0	0
48 Other (specify)		0	0	0	0	0	0	0	0	0
<i>Total Use of Cash Flow</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>

OTHER REPORT

INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Capitol Area Development Authority
Sacramento, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Biele Place Apartments (Contract Number 80-RHC-032) (Project), a project of the Capitol Area Development Authority (Authority), as of and for the fiscal year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise Authority’s financial statements, and have issued our report thereon dated December 10, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Macie Mei & O'Connell LLP

Sacramento, California
December 10, 2013