



June 20, 2022

**TO:** CADA Board of Directors

**SUBJECT: June 24, 2022 Board Meeting  
AGENDA ITEM 7  
FIVE-YEAR CAPITAL IMPROVEMENTS PROGRAM (CIP) NEEDS  
ASSESSMENT**

**CONTACT PERSON:** Russ Juneau, Facilities Manager  
Frank Czajka, Construction Manager

**RECOMMENDATION: For review and information only.**

### **CIP STATUS REPORT AND 5-YEAR CIP NEEDS ASSESSMENT**

Twice each year, in May and October, CADA staff prepares a Capital Improvement Program (CIP) Status Report and 5-Year Needs Assessment and presents it to the Board. This timing allows the Board to consider staff's June and December budget proposals, taking into consideration the physical needs of CADA's building stock.

The CIP Program Status Report and Needs Assessment reports on completed, current, and proposed major maintenance, rehabilitation and construction improvements to CADA-managed properties within the Capitol Area. Work typically consists of improvements to residential, commercial, parking, landscape and infrastructure maintenance that has been identified as being necessary through field assessments performed by CADA staff and CADA strategic planning.

The CIP Program Status Report can be found in **Attachment 1 – May (June) 2022 CIP - Status Report** The report is summarized below.

#### **Status of Budgeted CIP Projects**

Budgeted projects are shown in the first three shaded columns of Attachment 1, labeled "Current Budget 2019/20, Current Budget 2020/21, and Current Budget 2021/22." CADA's multi-year capital budgeting process provides for fiscal year budgets to remain open for three years so, at any given time, the CIP Status Report and Needs Assessment includes fiscal year budgets for three years. The CIP Status Report is a working tool that enables staff to keep track of the status of the various projects and is presented to the Board to report on project status and to show the level of investment in individual buildings during those three fiscal years.

In the columns marked "Completed," the completed projects for each fiscal year starting in FY 19/20 are shown with the expenditures to date. The open projects remaining to be finished are shown in the "Open" columns. The report presents the following information about each budgeted project:

- Project Address
- Scope of Work

- Budget Spent (“Completed”)
- Budget Remaining (“Open”)

CADA’s current CIP priorities include window replacement, roof replacement, repairing dry-rot, electrical service upgrades, exterior painting and general carpentry. These repair priorities reflect the continued aging of CADA’s 50 apartment buildings and 21 commercial spaces and CADA’s efforts to modernize building systems and make them more energy and water efficient.

As illustrated in **Table 1** below, to date CADA has completed \$1,286,399.02 in CIP projects budgeted within fiscal years 19/20 through 21/22 out of a budget of \$4,221,852.52, leaving \$2,935,453.50 in open projects.

**Table 1 – Budgeted\_CIP Projects Status Report Summary for FY 19/20 through FY 21/22\***

	FY 19/20 CIP Budget		FY 20/21 CIP Budget		FY 21/22 CIP Budget		Grand Total
	Completed	Open	Completed	Open	Completed	Open	
General Fund	778,245.45	666,947.07	331,512.57	858,547.43	\$84,400.00	\$940,100.00	<b>3,659,752.52</b>
Special Mgt.	-	-	-	-	92,241.00	469,859.00	<b>562,100.00</b>
<b>TOTAL COMPLETED</b>	<b>778,245.45</b>		<b>331,512.57</b>		<b>176,641.00</b>		<b>1,286,399.02</b>
<b>TOTAL OPEN</b>	-	<b>666,947.07</b>	-	<b>858,547.43</b>	-	<b>1,409,959.00</b>	<b>2,935,453.50</b>
<b>GRAND TOTAL (COMPLETED AND OPEN)</b>	1,445,192.52		1,190,060.00		1,586,600.00		<b>4,221,852.52</b>

*\*Note: Expenses are indicated as projects are initiated, rather than invoiced, and therefore the project budgets may not match the financial reports due to timing differences from the start of project to invoicing.*

CADA’s Construction Manager, Frank Czajka, his supervisor Russ Juneau, CADA’s Facility Maintenance Manager, and the rest of the Maintenance Department are focusing on routine maintenance, time-critical CIP projects such as the inspection and repairs/upgrades of the balconies of CADA’s buildings, electrical rewiring to improve safety, awning and window replacements, landscape upgrades, identifying buildings where dry rot has become an issue, replacement of several roofs. Tremco Roofing performed a survey to help us identify and prioritize roofs that should be replaced/repared in the next 5 years. Major roof leaking issues have become a thing of the past as the problem roofs have now been completed. Water and energy conservation upgrades are being made when apartments turn.

**Utility Monitoring**

Staff is continuing to use the WegoWise utility tracking and benchmarking software that has:

- Helped reduce costs through managing utility usage
- Reduced the labor costs of collecting and managing utility bill information by shifting to electronic invoicing and bill payments
- Prioritized Retrofit Savings Opportunities through assessing which buildings will realize the strongest return on investment from conservation measures and retrofits
- Identified spikes in usage and cost, equipment failure, and utility billing errors

Since proceeding with WegoWise, we have been able to closely monitor utility usage and improve CADA’s conservation efforts by quickly identifying spikes in usage and cost of utilities.

This capacity has helped CADA to identify faulty equipment, leaks, etc. which has resulted in significant reductions in water usage, for example, in buildings with broken irrigation systems. Using WegoWise, CADA's Maintenance Manager has worked closely with CADA's plumber to focus our efforts on the biggest leaks, which has resulted in identifying and stopping several major leaks during the past six months. The system also reported a persistent and significant leak that CADA staff could not locate, despite extensive investigation, and having exhausted all other avenues, CADA reported the leak to the City which determined that the meter was broken. We look forward to receiving a rebate from the City and we look forward to seeing the correction of this issue reflected in the quarterly reports we receive from WegoWise.

### **Other Projects**

The Maintenance Department's Computerized Maintenance Management System (CMMS) has streamlined management of maintenance work orders and simplified the process of monitoring the status of open work orders. Most maintenance staff members are now using their smartphones to access and manage their work orders. Staff is currently working toward loading preventative maintenance tasks into the system to generate reminders to Maintenance Department management staff concerning when preventative maintenance of building systems needs to be performed (nearing completion). The Resident Services Representatives (RSRs) are all currently submitting work orders via their smartphones. This saves time and frees up our office staff from constantly answering phone calls. Staff is exploring how to use the system to allow residents to submit work orders to Maintenance via the web-based Maintenance Connection portal. Maintenance also plans to use the system to maintain an inventory of parts, equipment and building materials the Maintenance Department has in stock and needs to purchase. Overall, the system will continue to help staff make good data-driven business maintenance and equipment purchasing decisions. CADA's Construction Manager, Frank Czajka, is continuing to oversee the evolution of the new system.

### **5-Year CIP Needs Assessment**

Facilities Manager Russ Juneau continues to perform exterior inspections of CADA residential properties on an on-going basis. The continuing inspections are an effort to more proactively identify and correct deficiencies and improve the appearance of CADA's properties. The inspections are used to adjust the 5 year CIP assessment. See **Attachment 2 - 5 Year CIP Needs Assessment (2022 – 2027)**.

**Table 2** below summarizes the 5-Year Needs Assessment for CADA's 50 apartment buildings and projected future Capital Improvement Program (CIP) spending the buildings will require. It reflects proposed spending of \$8,809,110.50 over the next five years, starting with FY 22/23 which begins on July 1, 2022 and running through FY 26/27. The majority of this need (\$7,332,300.50 of the \$8,809,110.50) is for General Fund buildings. The remaining \$1,476,810.00, is for Special Management Program buildings, which are buildings CADA operates under affordable housing regulatory agreements with various state and local public agencies. CIP projects for the succeeding five years provide the basis for future budgetary planning and consideration. Details of the future projects are shown in the **Attachment 2 - 5 Year CIP Needs Assessment (2022 – 2027)**.

**Table 2 – Five-Year CIP Needs Assessment Summary of Proposed Expenditures**

	FIVE YEAR CIP NEEDS ASSESSMENT					
	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total
General Fund	\$1,388,948.00	\$1,693,118.50	\$2,358,823.00	\$1,252,091.00	\$639,320.00	\$7,332,300.50
Special Mgt.	\$339,690.00	\$99,803.00	\$503,083.00	\$224,617.00	\$309,617.00	\$ 1,476,810.00
<b>GRAND TOTAL</b>	<b>1,728,638.00</b>	<b>1,792,921.50</b>	<b>2,861,906.00</b>	<b>1,476,708.00</b>	<b>948,937.00</b>	<b>8,809,110.50</b>

Similar to the priorities reflected in **Attachment 1 – May (June) 2022 CIP - Status Report, Attachment 2 - 5 Year CIP Needs Assessment (2022 – 2027)** reflects a focus on upgrading aging building systems.

The projected five years’ needs formed the basis for budget preparation in 2022 and will shape budgeting each year thereafter. The FY 22/23 numbers shown above reflect the budget that staff will be asking the Board to approve at the June 2022 Board meeting. Projects may be added or removed based on the needs at the time of the new budget proposal.

The renovation specialist crew will continue to work on CIP projects. This in-house crew has been helping CADA save money by completing many of the needed CIP projects without the need to hire outside contractors. The planned projects are shown below in **Table 3**.

**Table 3 – Five-Year CIP Needs Assessment Summary of Proposed Expenditures utilizing the In-House Renovation Specialist Crew**

	FIVE YEAR CIP NEEDS ASSESSMENT – (In-house Crew)					
	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	Total
General Fund	\$646,258.94	\$849,738.43	\$1,277,717.13	\$723,173.29	\$402,719.14	\$3,899,606.93
Special Mgt.	\$241,608.84	\$69,339.47	\$219,972.24	\$ 38,912.55	\$101,282.15	\$ 671,115.26
<b>GRAND TOTAL</b>	<b>\$887,867.77</b>	<b>\$ 919,077.91</b>	<b>\$1,497,689.37</b>	<b>\$ 762,085.84</b>	<b>\$504,001.29</b>	<b>\$ 4,570,722.18</b>

**POLICY**

Staff presents the Five-Year CIP Needs Assessment to the Board bi-annually for information and discussion to ensure that these needs are appropriately and adequately addressed during the annual and mid-year budgeting processes. The Board approves the CIP budget for the upcoming fiscal year in June. This budget remains open for three years to allow sufficient time to prepare scopes of work, prepare and issue bid packages, obtain bids and complete the work.

The overarching CIP strategy is to preserve, maintain and enhance existing structures unless building obsolescence or development strategies dictate otherwise. Reinvestment decisions should be consistent with the State Capitol Area Plan and the CADA Strategic Plan. Preventative maintenance and preservation of existing structures through appropriate maintenance are also consistent with state and general public policy regarding sustainable development. To the extent possible, this type of preservation of materials and avoidance of demolition of structures reduces landfill and material waste. All CIP projects are designed and constructed in compliance with current building codes and regulations, including California energy efficiency standards and regulations.

**FINANCIAL IMPACTS**

Current and estimated future financial impacts are shown in Tables 1, 2, & 3 above.

## **STRATEGIC PLAN**

Preparation of the CIP Status Report and the CIP Needs Assessment advances the Strategic Plan goal of “Providing Mixed-Income housing with Superior Property Management” and the Key Priorities of Improving Environmentally Sustainable Practices, Community Stewardship and Fiscal Responsibility

Attachments:

1. May(June) 2022 CIP - Status Report
2. 5 Year CIP Needs Assessment (2022 – 2027)

PROPERTY CODE	CONSTR CODE	Project Address   Building Name * = Future Development Site	WORK TYPE	SCOPE OF WORK	Current Budget C20 FY 19/20		Current Budget C21 FY 20/21		Current Budget C22 FY 21/22	
					Completed	Open	Completed	Open	Completed	Open
<b>GL Acct 5820</b>										
C172-14	007.4	1325 - 15th St., Park Mansion	Res	Roofing & Siding Panels	154,958.00	(432.00)				
C172-14	010.7	1325 - 15th St., Park Mansion	Res	Exterior Protection/Telephone	246.16	10,753.84				
C222-11	008.5	1512 13th St	Res	Windows	-	5,000.00				
C222-20A	006.3	1209 P St., Wing Manor	Res	Wood-Dry Rot	1,445.25	25,554.75				
C222-20A	010.3	1209 P St., Wing Manor	Res	Stairways/Decking/Walkways	12,982.95	17.05				
C222-22	007.4	1201 P St, Del Capri	Res	Roofing & Siding Panels	35,000.00	15,000.00				
C223-12	007.4	1327/1317 O St	Res	Roofing & Siding Panels	7,871.00	-				
C223-12	019.6	1327/1317 O St	Res	Structural Rehabilitation	20,300.22	59,699.78				
C225-01	007.3	1400 N St, The Dean	Res	Shingles, Roof Tiles, etc	27,675.00	-				
C226-06	016.5	1414 O St.	Res	Lighting	-	6,200.00				
C226-07	007.4	1420 O St.	Res	Roofing & Siding Panels	194,309.39	-				
C226-07	009.6	1420 O St.	Res	Finishes-Flooring	14,487.60	512.40				
C226-08	002.7	1500 15th St-Auslander	Res	Sitework-Pavement, Bases, etc	25,690.00	6,310.00				
C226-08	016.00	1500 15th St-Auslander	Res	Electrical	-	11,350.00				
C226-09	019.6	1510 15th St.	Res	Structural Rehabilitation	-	11,000.00				
C226-10	010.3	1514 - 15th St.	Res	Stairways/Decking/Walkways	-	4,000.00				
C226-24	010.3	1400-04 O St, Greentree/Carr Path	Res	Stairways/Decking/Walkways	-	14,100.00				
C229-07	006.3	1316 O St	Res	Wood-Dry Rot	-	18,000.00				
C231-07	010.7	1522 N St, Judith Manor	Res	Exterior Protection/Telephone	-	11,000.00				
C231-07	013.2	1522 N St, Judith Manor	Res	Sp Constr-Tanks/Haz Matl Remed	15,430.36	24,569.64				
C231-07	016.5	1522 N St, Judith Manor	Res	Lighting	-	3,100.00				
C231-23C	002.2	Golden Gate Cleaners-1412 16th	Com	Sitework-Site Prep	57,505.17	-				
C231-24	002.8	1500 N St., Brannan Court	Res	Sitework-Improvements/Amenities	5,500.00	-				
C231-24	002.9	1500 N St., Brannan Court	Res	Sitework-Planting/Rehab, etc.	-	48,000.00				
C231-24	008.0	1500 N St., Brannan Court	Res	Doors & Windows	-	10,000.00				
C231-24	010.7	1500 N St., Brannan Court	Res	Exterior Protection/Telephone	-	11,500.00				
C231-24	016.5	1500 N St., Brannan Court	Res	Lighting	2,791.09	33,208.91				
C232-01	010.2	1501 15th, Douger	Res	Vents/Grills/Pest Control etc	33,390.43	(11,261.43)				
C232-16	002.9	16th Street Commerical	Com	Sitework-Planting/Rehab, etc.	95,943.17	41,056.83				
C232-18C	010.3	1510 O St, Don Carlos Apts	Res	Stairways/Decking/Walkways	-	51,000.00				
C233-14	006.3	1625 O St	Res	Wood-Dry Rot	-	11,700.00				
C281-05B	002.2	RMB Enterprises - 1212 P St.	Res	Sitework-Site Prep	34,949.61	-				
C281-06	006.3	1216-18 P St.	Res	Wood-Dry Rot	-	8,500.00				
C281-06	007.4	1216-18 P St.	Res	Roofing & Siding Panels	16,767.32	33,232.68				
C281-07	008.5	1220 P St, Deus	Res	Windows	-	24,500.00				
C284-10	006.3	1330 P St, Palm Manor	Res	Wood-Dry Rot	-	44,000.00				
C330-00	000.0	Somerset	Res	Non Type	411.28	(411.28)				
C172-15A	007.00	1317 - 15th St., Lombard	Res	Thermal & Moisture Protection - Roof			50,900.77	90,299.23		
C172-15A	009.6	1317 - 15th St., Lombard	Res	Finishes-Flooring				6,000.00		
C172-15A	009.9	1317 - 15th St., Lombard	Res	Finishes-Paint/Coatings				6,000.00		
C172-15A	010.3	1317 - 15th St., Lombard	Res	Fireplaces/Stoves/Ext Spec etc				9,500.00		
C172-15A	010.30	1317 - 15th St., Lombard	Res	Stairways/Decking/Walkways				23,600.00		
C172-15A	019.6	1317 - 15th St., Lombard	Res	Structural Rehabilitation				7,000.00		
C222-09	008.5	1228 O St, Gibson Arms	Res	Windows			36,046.60	103,453.40		
C222-11	008.5	1512 13th St	Res	Windows				41,690.00		
C222-20A	002.10	1209 P St., Wing Manor	Res	Sitework-Fences, Gates				14,000.00		
C223-02	010.30	1316 N. St., Le Chateau	Res	Stairways/Decking/Walkways				31,200.00		
C223-09A	010.30	1428 - 14th St., Metropol	Res	Stairways/Decking/Walkways				18,800.00		
C223-10	002.5	1327 O St., Capri	Res	Sitework-Utilities			17,208.86	1,791.14		
C225-01	010.30	1400 N St, The Dean	Res	Stairways/Decking/Walkways				27,700.00		
C226-07	006.3	1420 O St	Res	Wood-Dry Rot				10,500.00		

C226-07	010.10	1420 O St	Res	Awnings			13,209.38	0.62			
C226-08	002.2	1500 15th St-Auslander	Res	Sitework-Site Prep				10,000.00			
C226-08	010.30	1500 15th St-Auslander	Res	Stairways/Decking/Walkways				31,700.00			
C226-08	016.5	1500 15th St-Auslander	Res	Lighting				14,960.00			
C226-24	010.30	1400-04 O St, Greentree/Carr Path	Res	Stairways/Decking/Walkways				16,500.00			
C231-07	010.30	1522 N St, Judith Manor	Res	Stairways/Decking/Walkways				23,700.00			
C231-24	007.00	1500 N St., Brannan Court	Res	Thermal & Moisture Protection - Roof			193,573.57	69,426.43			
C232-01	010.30	1501 15th, Douger	Res	Stairways/Decking/Walkways				36,900.00			
C233-06	010.30	1616 N St, Grantwood	Res	Stairways/Decking/Walkways				24,900.00			
C234-24	009.9	1615 P St, Lanai	Res	Finishes-Paint/Coatings				25,000.00			
C234-24	010.10	1615 P St, Lanai	Res	Awnings				11,500.00			
C234-27	006.3	17th Street Commons	Res	Wood-Dry Rot			545.37	(545.37)			
C293-18	006.3	1619 Q-Rooming House	Res	Wood-Dry Rot			899.33	59,100.67			
C222-09	010.30	1228 O St, Gibson Arms	Res	Stairways/Decking/Walkways					8,000.00	166,500.00	
C222-09	008.5	1228 O St, Gibson Arms	Res	Structural Rehabilitation						17,500.00	
C222-11	008.5	1512 13th St	Res	Windows						8,000.00	
C222-11	008.5	1512 13th St	Res	Structural Rehabilitation						175,000.00	
C222-22	006.3	1201 P St, Del Capri	Res	Wood-Dry Rot					49,900.00	-	
C222-22	008.5	1201 P St, Del Capri	Res	Windows					6,500.00	22,500.00	
C223-12	008.2	1327/1317 O St	Res	Wood & Plastic Doors						25,500.00	
C226-07	014.2	1420 O St	Res	Elevators						80,000.00	
C226-08	008.5	1500 15th St-Auslander	Res	Windows						76,500.00	
C231-24	014.2	1500 N St., Brannan Court	Res	Elevators						80,000.00	
C232-18B	006.3	1506 O St, Johnston House	Res	Wood-Dry Rot						25,000.00	
C232-18B	010.30	1506 O St, Johnston House	Res	Stairways/Decking/Walkways						10,000.00	
C233-07	010.30	1622 N St, Shelly Arms	Res	Stairways/Decking/Walkways						20,000.00	
C233-14	006.3	1625 O St	Res	Wood-Dry Rot						12,500.00	
C234-24	009.9	1615 P St, Lanai	Res	Finishes-Paint/Coatings						24,000.00	
C234-24	019.6	1615 P St, Lanai	Res	Structural Rehabilitation						4,000.00	
C281-07	008.5	1220 P St, Deus	Res	Windows						26,000.00	
C330-07	019.5	Bagel Time - 1607 10th St.	Com	Commercial Tenant Improvements						17,000.00	
C330-14	019.5	OB 2000 - 1603 10th St.	Com	Commercial Tenant Improvements						17,000.00	
<b>Various Address Budget Line Items</b>				<b>C888-88</b>	<b>General Major Construction</b>	<b>Completed</b>	<b>Open</b>	<b>Completed</b>	<b>Open</b>	<b>Completed</b>	<b>Open</b>
Various	001.6	Various		Energy Reduction/Sustainability		15,000.00	-	15,000.00	-	15,000.00	
Various	002.7	Various		Sitework-Pavement, Bases, etc	-	20,000	-	40,000.00	-	20,000.00	
Various	019.1	Various		Contingency	-	63,777.35	-	50,000.00	-	60,100.00	
Various	019.2	Various		Accessibility	3,838.50	6,161.50	-	10,000.00	-	10,000.00	
Various	019.3	Various		Fire & Safety	7,575.00	425.00	8,100.00	(100.00)	-	8,000.00	
Various	019.4	Various		Toxic Abatement	320.00	19,680.00	7,828.69	12,171.31	-	20,000.00	
Various	019.5	Various		Commercial Tenant Improvements	8,857.95	11,142.05	3,200.00	16,800.00	20,000.00	-	
<b>GRAND TOTAL MAJOR CONSTRUCTION - GENERAL FUND:</b>						<b>\$ 778,245.45</b>	<b>\$ 666,947.07</b>	<b>\$ 331,512.57</b>	<b>\$ 858,547.43</b>	<b>\$ 84,400.00</b>	<b>\$ 940,100.00</b>
						<b>C20 GF Total</b>	<b>\$ 1,445,192.52</b>	<b>C21 GF Total</b>	<b>\$ 1,190,060.00</b>	<b>C22 GF Total</b>	<b>\$ 1,024,500.00</b>
<b>Special Management Properties</b>											
										<b>C22 - FY 21/22</b>	
										<b>Completed</b>	<b>Open</b>
<b>36 Somerset Parkside</b>											
<b>Special Management Account</b>											
C330-00	000.00	Somerset	Res	Non Type							10,000.00
<b>SUBTOTAL:</b>										<b>-</b>	<b>10,000.00</b>
<b>37 Biele Place</b>											
<b>Special Management Account</b>											
C231-19	003.9	Biele Place	Res	Concrete-Restoration/Cleaning						62,000.00	19,000.00
<b>SUBTOTAL:</b>										<b>62,000.00</b>	<b>19,000.00</b>

<b>38 17th Street Commons</b>										
<b>Special Management Account</b>										
C234-27	006.3	17th Street Commons	Res	Wood-Dry Rot					24,241.00	37,759.00
C234-27	001.30	17th Street Commons	Res	Stairways/Decking/Walkways					6,000.00	20,000.00
<b>SUBTOTAL:</b>									30,241.00	57,759.00
<b>41 Fremont/Wilshire Apts</b>										
<b>Special Management Account</b>										
C-286-00	008.5	Fremont/Wilshire Apts	Res	Windows						67,600.00
C-286-00	006.3	Fremont/Wilshire Apts	Res	Wood-Dry Rot						31,000.00
C-286-00	010.8	Fremont/Wilshire Apts	Res	Bath, Kitchen & Laundry						284,500.00
<b>SUBTOTAL:</b>									-	383,100.00
<b>TOTAL SPECIAL MANAGEMENT FUNDS:</b>									92,241.00	469,859.00
<b>GRAND TOTAL ALL FUNDS (GENERAL + SPECIAL MGMT)*:</b>					<b>778,245.45</b>	<b>666,947.07</b>	<b>331,512.57</b>	<b>858,547.43</b>	<b>176,641.00</b>	<b>1,409,959.00</b>

Completed	1,445,192.52	54%	Completed	1,190,060.00	28%	Completed	1,586,600.00	11%
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Project Address   Building Name * = Future Development Site	SCOPE OF WORK	Future Budget C23 FY 22/23		Future Budget C24 FY 23/24		Future Budget C25 FY 24/25		Future Budget C26 FY 25/26		Future Budget C27 FY 26/27	
		In-House	Contractor	In-House	Contractor	In-House	Contractor	In-House	Contractor	In-House	Contractor
<b>GL Acct 5820</b>											
1521 12th St	Boiler		61,000.00								
	Awnings	11,455.15	13,880.00								
	Plumbing	575.00	1,155.00								
	Concrete	5,294.97	9,250.00								
	Windows	28,259.21	45,800.00								
1500 15th St-Auslander	HVAC	109,714.08	119,410.00								
	Carpet/flooring		9,632.00								
1325 - 15th St., Park Mansion	Mailboxes	3,116.50	3,932.00								
1317 - 15th St., Lombard	Entryway	7,539.40	12,920.00								
	Carpet/flooring		5,040.00								
1510 15th St.	Stairs	5,576.35	7,530.00								
1500 N St., Brannan Court	Awnings (metal)	3,200.00	4,448.00								
	Carpet/flooring		56,908.00								
	Paint (Interior)	37,716.00	52,048.00								
1522 N St, Judith Manor	Paint (Interior)	20,869.05	24,680.00								
	Carpet/flooring		26,108.00								
	Dry rot/windows	77,060.61	99,495.00								
1316 N. St., Le Chateau	Dry rot	19,619.89	37,240.00								
	Roof		39,552.00								
1327 O St., Capri	Paint (Exterior)	29,926.59	61,690.00								
1228 O St, Gibson Arms	Wall	5,577.50	6,693.00								
1506 O St, Johnston House	Dry rot (Exterior)	107,180.00	126,752.00								
	Stairs (Rear)	9,181.60	11,018.00								
	Paint (Exterior)	55,706.00	66,847.00								
1209 P St., Wing Manor	Fence	17,550.96	25,345.00								
1220 P St, Deus	Stairs	7,509.96	13,199.00								
	Walkways	9,239.22	19,790.00								
	Roof		26,450.00								
	Windows	25,729.24	49,012.00								
1615,17,23 P St, Lanai	Dry rot	16,684.72	41,575.00								
	Awnings	11,056.13	17,975.00								
	Roof		74,212.00								
1330 P St, Palm Mansion	Roof		75,000.00								
	Railing		29,005.00								
	Stucco repair		15,070.00								
1619 Q-Rooming House	Paint (Exterior)	20,920.80	25,287.00								
	Roof		74,000.00								
1506 13th St, McCaferty Manor	Carpet/flooring				22,494.00						
1512 13th St	Paint (Exterior)			11,287.25	13,643.00						
	Roof			-	69,894.00						
	Dry rot/windows			19,583.46	34,000.00						
	Windows			50,701.20	61,282.00						
	Stucco repair			99,194.73	174,832.00						
1500 15th St-Auslander	Dry rot			13,860.95	16,754.00						
1600 15th St-Fremont Apts	Walkways/stairs				195,500.00						
1325 - 15th St., Park Mansion	Paint (Interior)			25,410.63	38,758.00						
1510 15th St.	Fencing			10,511.00	15,643.00						
1514 15th St. The Victorian	Stairs			3,971.34	7,969.00						
1500 N St., Brannan Court	Awnings (metal)			4,200.00	5,838.00						
	Paint Exterior			94,000.00	129,720.00						
1400 N St, The Dean	Lobby remodel			25,737.00	36,699.00						
	Awnings			5,922.50	6,489.00						

	cold water line			303,173.14	424,424.00						
1510 O St., Don Carlos	Walkways/stairs			51,457.64	101,708.00						
1228 O St, Gibson Arms	Stairs				64,210.00						
1317 O St - The Valencia	Lobby Ceiling			13,800.00	16,680.00						
1625 O St	Windows			94,767.60	157,975.00						
1424 P St., Wilshire	Paint (Exterior)			22,160.00	26,162.50						
1321 Q St.	Roof				72,444.00						
1521 12th St	HVAC					39,744.00	34,560.00				
	Windows					33,867.50	58,400.00				
	Rewire					253,431.25	220,375.00				
1512 13th St	Awnings					17,682.40	20,604.00				
1500 15th St-Auslander	Paint (Interior)					9,925.73	15,852.00				
1501 15th St., Dauger Manor	Carpet/flooring					-	16,700.00				
	Stucco repair					13,732.25	28,150.00				
	Windows					24,559.38	42,975.00				
	Dry rot/windows					47,641.79	78,900.00				
1317 15th St., The Lombard	Paint (interior)					18,287.30	21,627.00				
1514 15th St. The Victorian	Dry rot & paint					51,214.10	85,393.00				
1510 15 St., The Victorian	Siding					8,150.00	17,060.00				
1400 N St, The Dean	Paint (Interior)					15,842.08	17,947.00				
1510 O St., Don Carlos	Windows					33,051.00	55,340.00				
	Electrical					106,605.00	182,515.00				
1228 O St, Gibson Arms	Awnings					39,344.95	47,556.00				
	Paint (Exterior)					36,940.30	44,335.00				
	Stucco repair					17,307.85	34,690.00				
	Windows					30,419.80	36,239.00				
1506 O St, Johnston House	Front Porch					7,372.15	12,871.00				
1515 O St, Morgenson Manor	Dry Rot					18,860.00	38,970.00				
1420 O St., The Statesman	Stucco repair					4,474.92	11,445.00				
	Dry rot					12,167.00	24,420.00				
1317 O St - The Valencia	HVAC					154,458.80	362,946.00				
	electrical					206,199.54	323,540.00				
1215 P St., Gibbs Arms	Overhang					1,237.93	3,265.00				
	Stucco repair					8,226.42	16,850.00				
1615-23 P St., Lanai Apts	Fencing					-	10,000.00				
	Paint (Exterior)					24,934.30	30,138.00				
	Decking					12,541.88	23,520.00				
	Fencing					-	10,000.00				
1330 P St., Palm Mansion	siding/gutters						384,210.00				
	Windows					19,320.00	31,330.00				
	Decking					10,177.50	16,100.00				
1500 15th St-Auslander	Roof							175,000.00			
1510 15th St. The Victorian	Paint (Exterior)							32,786.50	44,650.00		
1616 N St, Grantwood	Awnings							37,285.30	59,250.00		
	Windows							42,458.00	49,854.00		
1622 N St, Shelly Arms	Windows							191,350.91	306,065.00		
	Dry rot/windows							40,196.20	69,750.00		
1228 O St, Gibson Arms	Carpet/flooring								19,639.00		
1515 O St, Morgenson Manor	Windows							213,612.50	245,610.00		
1317 O St - The Valencia	Fencing							2,022.92	3,119.00		
	Paint							33,394.99	60,532.00		
	Stucco repair							15,342.38	36,365.00		
	Dry rot/windows							51,439.50	86,475.00		
1316 O St.	Paint (Exterior)							21,275.00	32,151.00		
	Dry Rot							7,859.10	12,431.00		
1623 P St. Lanai Apts	Fencing							34,150.00	51,200.00		

1517 12th St	Paint									26,600.72	37,435.00
	Stucco repair									9,144.31	18,115.00
1228 O St, Gibson Arms	Balcony									29,900.00	37,440.00
1317 O St - The Valencia	Awnings										37,319.00
1201 P St, Gibbs Arms	Doors									12,483.25	15,088.00
	Paint (Exterior)									24,101.70	28,503.00
	Windows									89,802.35	106,201.00
1617 P St. Lanai Apts	Roof										59,700.00
1209 P St., Wing Manor	Paint (Exterior)									24,101.70	28,084.00
	Windows									89,802.35	106,201.00
	Dry rot									20,745.93	48,200.00
1212-14 P St	Walkways/stairs									44,562.50	61,700.00
1326 P St	Brick (Entryway)									10,624.47	21,970.00
1321 Q St.	Paint (Exterior)									16,186.25	19,564.00
	Dry rot									4,663.61	13,800.00
		\$ 646,258.94	\$ 1,388,948.00	\$ 849,738.43	\$ 1,693,118.50	\$ 1,277,717.13	\$ 2,358,823.00	\$ 723,173.29	\$ 1,252,091.00	\$ 402,719.14	\$ 639,320.00
										\$ 3,899,606.93	\$ 7,332,300.50
<b>Special Management Properties</b>											
Somerset	Walkways		6,222.00								
	Remodel/Rebuild Bathrooms &	99,212.49	117,309.00			100,624.79	105,707.00				
	Plumbing	84,708.06	136,213.00			86,812.01	136,213.00				
<b>SUBTOTAL:</b>		<b>183,920.55</b>	<b>259,744.00</b>			<b>187,436.80</b>	<b>241,920.00</b>				
Biele Place	Elevator										85,000.00
<b>SUBTOTAL:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>85,000.00</b>
17th Street Commons	Stairs	10,896.25	13,076.00								
	Decking	32,445.79	49,530.00				118,140	112,105.45	118,140.00	11,971.22	17,689.00
	Meter Roof	14,346.25	17,340.00								
	Awnings (metal)			66,192.85	94,151.00						
	Remodel/Rebuild (Post)			3,146.62	5,652.00						
	Paint (Exterior)					35,018.89	58,879.00	34,643.37	62,973.00	31,586.41	38,050.00
	Dry rot/windows							38,912.55	58,860.00		
	Roof					32,535.45	49,494.00				80,073.00
	Windows									57,724.53	88,805.00
<b>SUBTOTAL:</b>		<b>57,688.29</b>	<b>79,946.00</b>	<b>69,339.47</b>	<b>99,803.00</b>	<b>32,535.45</b>	<b>226,513.00</b>	<b>38,912.55</b>	<b>224,617.00</b>	<b>101,282.15</b>	<b>224,617.00</b>
Fremont/Wilshire Apts	Stairs						34,650.00				
<b>SUBTOTAL:</b>							<b>34,650.00</b>				
		\$ 241,608.84	339,690.00	69,339.47	99,803.00	219,972.24	503,083.00	38,912.55	224,617.00	101,282.15	309,617.00
										671,115.26	1,476,810.00
		<b>887,867.77</b>	<b>1,728,638.00</b>	<b>919,077.91</b>	<b>1,792,921.50</b>	<b>1,497,689.37</b>	<b>2,861,906.00</b>	<b>762,085.84</b>	<b>1,476,708.00</b>	<b>504,001.29</b>	<b>948,937.00</b>

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