

ENTERPRISE FUND		FY13-14 BUDGET			FY13-14 BUDGET			
		Appvd by Fin Cmte 06.20.13 Board 7.25.13			Revision for 06/12/14 Finance Cmte Mtg			
Description - "Net" posted to GOVT Budget		Budget	Budget	Budget	Budget	Budget	Budget	Budget
		Residential	Commercial	TOTAL	Residential	Commercial	Utility Fund	TOTAL
Personnel Services								
7	Asset Manager (moved from Govt Fund)							
8	Residential Property Manager							
9	Residential Leasing Assistant							
10	Residential Maintenance Supervisor							
11	Residential Accounting Assistant (P/T)							
12	Salaries, Wages Cost	225,823	-	225,823	215,986	-		215,986
13	Bonus Program (2-3% based on reviews)							
14	Fringe Benefits	91,232	-	91,232	79,686	-		79,686
	Total Payroll and Fringe	317,055	-	317,055	295,672	-	-	295,672
	Full -Time			4				3
	Contractors			-				-
	Part-Time			1				2
Administrative								
24	Labor-Administration (Includes Office Temps)	-	48,807	48,807	-	48,807	-	48,807
25	Advertising	12,000	-	12,000	2,000	-	-	2,000
26	Miscellaneous- Bldg 73 Ofc UTILITIES	2,328	-	2,328	2,328	-	-	2,328
27	Bank Fees & Finance Charges	-	-	-	1,000	-	-	1,000
28	Training	7,500	-	7,500	8,500	-	-	8,500
29	Prof. Svcs-Court(Collection (+BAD DEBT EXP)	3,980	-	3,980	1,000	-	-	1,000
30	Leasing Commission (Non CAM)	-	60,000	60,000	-	70,000	-	70,000
31	Leasing Expense	-	-	-	-	-	-	-
32	Office Supplies	10,624	1,500	12,124	9,000	3,500	-	12,500
33	FF&E Exp-Computers\Software (+Onesite Fees)	13,500	-	13,500	11,000	-	-	11,000
34	FF&E Exp-Copier\Fax	2,815	-	2,815	2,815	-	-	2,815
35	Pagers\Cell Phones	4,913	7,200	12,113	3,500	7,200	-	10,700
36	Postage\Courier	250	-	250	500	-	-	500
37	On Line Fees	-	-	-	-	-	-	-
38	Telephone-Mgmt Office	4,572	8,382	12,954	5,100	8,382	-	13,482
39	Meals\Lodging\Travel	6,747	9,780	16,527	-	-	-	-
40	Conference/Training Fees							
41	Uniforms	2,574	1,800	4,374	1,000	1,800	-	2,800
	Total Administrative	71,803	137,469	209,272	47,743	139,689	-	187,432
Management Fees								
45	Management Fee	-	150,000	150,000	-	150,000	-	150,000
	Total Management Fees	-	150,000	150,000	-	150,000	-	150,000
Insurance								
49	Vehicle Insurance	250	-	250	250	-	-	250
50	Property Insurance	62,400	113,987	176,387	62,400	15,000	-	77,400
	Total Insurance	62,650	113,987	176,637	62,650	15,000	-	77,650
Cleaning								
54	Cleaning - Office Building 73 (Admin)	1,439	1,303	2,742	1,439	1,303	-	2,742
55	Cleaning Contract	21,415	37,885	59,300	17,000	37,885	-	54,885
56	Cleaning Supplies	527	-	527	527	-	-	527
	Total Cleaning	23,381	39,188	62,569	18,966	39,188	-	58,154
Service Contracts								
60	HVAC Contract	15,029	254,149	269,178	12,000	300,000	-	312,000
61	Extermination Contract	6,495	3,000	9,495	10,000	3,000	-	13,000
62	Emergency Generator Contract	-	32,346	32,346	-	32,346	-	32,346
63	Equipment Service Contract/Lease							
64	Fire/Life Safety	-	50,164	50,164	-	50,164	-	50,164
65	Landscaping Contract BRICKMAN	88,704	379,672	468,376	65,704	360,000	-	425,704
66	Landscaping-Plants/Flowers/Mulch BRICKMAN	39,600	10,080	49,680	43,100	10,080	-	53,180
67	Trash Removal\Recycling Contract	-	-	-	-	-	-	-
68	Alarm Services Contract	-	12,810	12,810	-	20,000	-	20,000
69	Elevator R&M Contract	-	-	-	-	17,500	-	17,500
70	Water Treatment Contract							
	Total Service Contracts	149,828	742,221	892,049	130,804	793,090	-	923,894

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		Budget	Budget	Budget	Budget	Budget	Budget	Budget
Description - "Net" posted to GOVT Budget		Residential	Commercial	TOTAL	Residential	Commercial	Utility Fund	TOTAL
Repairs & Maintenance PROP & MAINT DIV								
74	Labor-R & M (includes Maint Temps)	136,800	225,666	362,466	167,000	138,666	-	305,666
75	Labor-Building Manager	-	97,941	97,941	-	97,941	-	97,941
76	Building Interior CARPENTRY	3,333	-	3,333	3,333	-	-	3,333
77	Consulting - Arch/Engr	-	-	-	-	-	-	-
78	Lead-Based Dust Remediation	-	-	-	190,000	-	-	190,000
79	Door & Glass Repair/Replacement	-	-	-	-	-	-	-
80	Electrical R & M CONTRACT	5,255	6,000	11,255	5,600	6,000	-	11,600
81	Light Bulbs	-	-	-	-	-	-	-
82	Generator Repairs CONTRACT	-	-	-	-	-	-	-
83	Equipment R & M	-	-	-	-	-	-	-
84	Maintenance Equipment Rental	-	-	-	-	-	-	-
85	Landscaping R & M	-	-	-	-	-	-	-
86	Locks and Keys	8,380	12,280	20,660	5,000	2,000	-	7,000
87	Painting	87,803	3,000	90,803	125,000	10,000	-	135,000
88	Flooring R & M-Interior	46,907	-	46,907	43,000	-	-	43,000
89	Painting R & M-Exterior	4,621	19,800	24,421	-	-	-	-
90	Irrigation R & M	-	-	-	-	-	-	-
91	Contracts - Other	15,442	2,400	17,842	60,000	2,400	-	62,400
92	Plumbing	12,943	-	12,943	10,000	-	-	10,000
93	Fire/Security Equipment R & M	-	-	-	-	-	-	-
94	Signage	-	-	-	1,000	-	-	1,000
95	Small Tools	2,781	4,200	6,981	3,800	4,200	-	8,000
96	FF&E Exp-Appliances	4,912	-	4,912	7,000	-	-	7,000
97	FF&E Exp - trash/recycle bins, generators etc	20,224	-	20,224	9,500	-	-	9,500
98	Supplies R & M (other)	8,579	8,100	16,679	13,500	8,100	-	21,600
99	Supplies-Electrical	16,927	6,600	23,527	12,000	6,600	-	18,600
100	Supplies-Landscaping	12	-	12	500	-	-	500
101	Supplies-HVAC	9,344	-	9,344	14,000	-	-	14,000
102	Supplies-Painting	384	-	384	3,000	-	-	3,000
103	Supplies-Plumbing	8,909	-	8,909	9,500	-	-	9,500
104	Vehicle-Fuel (truck-carts-maint trvl)	-	-	-	6,300	-	-	6,300
105	Vehicle R & M	400	1,200	1,600	3,000	-	-	3,000
106	Tenant Improvements (non-capital)	-	-	-	-	-	-	-
107	Building renovations for leasing make-ready	-	-	-	125,000	-	-	125,000
108	HVAC Repairs not in contract	-	-	-	-	-	-	-
109	Roof R & M Contract + Supplies	-	-	-	12,000	5,000	-	17,000
110	Gutter Cleaning/Repair	-	-	-	5,000	5,000	-	10,000
111	Tree Maintenance	-	-	-	-	-	-	-
112	Fascia/Soffitt Repairs	-	-	-	5,000	5,000	-	10,000
113	Parking Lot Repairs & Striping	-	-	-	-	-	-	-
	Total Repairs & Maintenance	393,956	387,187	781,143	839,033	290,907	-	1,129,940
Taxes and Licenses								
117	Real Estate Taxes - PILOT	345,000	510,474	855,474	342,115	638,190	-	980,305
	Total Taxes and Licenses	345,000	510,474	855,474	342,115	638,190	-	980,305
Utilities								
121	Electricity	113,534	324,583	438,117	110,000	467,405	-	577,405
122	Electricity (Non CAM)	-	-	-	-	-	-	-
123	Trash Removal/Recycling Contract CITYHPT	6,661	2,790	9,451	8,500	2,790	-	11,290
124	Water & Sewer	47,600	(515)	47,085	55,000	149,225	413,000	617,225
125	Fuel & Oil	-	12,248	12,248	-	6,000	-	6,000
126	Natural Gas	51,721	(53,808)	(2,087)	45,000	88,000	372,000	505,000
	Total Utilities	219,516	285,298	504,814	218,500	713,420	785,000	1,716,920
Furniture, Fixtures and Equipment (non-Capital)								
130	Moisture Control Equipment (Fans & Dehumidifiers)	-	-	-	1,000	-	-	1,000
131	Computer Equipment for Leasing/Maintenance Office	-	-	-	4,000	-	-	4,000
	Total Furniture, Fixtures and Equipment (non-Capital)	-	-	-	5,000	-	-	5,000
TOTAL COSTS		1,583,189	2,365,824	3,949,013	1,960,483	2,779,484	785,000	5,524,967
BALANCE SHEET BUDGET (uses Cash)								

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		Budget	Budget	Budget	Budget	Budget	Budget	Budget
Description - "Net" posted to GOVT Budget		Residential	Commercial	TOTAL	Residential	Commercial	Utility Fund	TOTAL
138	Tenant Improvements (non-capital in R&M above)		578,029	578,029		-	-	-
139	FF&E - Vehicles	-	17,000	17,000	-	-	-	-
140	Repair residential units (moved to R&M section)							
141	Convert Building 80 to residential	-	-	-	-	-	-	-
	Total Balance Sheet Budget	-	595,029	595,029	-	-	-	-
SUMMARY - Enterprise Fund								
Category Totals								
	Personnel	317,055	-	317,055	295,672	-	-	295,672
	Administrative	71,803	137,469	209,272	47,743	139,689	-	187,432
	Management Fees	-	150,000	150,000	-	150,000	-	150,000
	Insurance	62,650	113,987	176,637	62,650	15,000	-	77,650
	Cleaning	23,381	39,188	62,569	18,966	39,188	-	58,154
	Service Contracts	149,828	742,221	892,049	130,804	793,090	-	923,894
	Repairs and Maintenance	393,956	387,187	781,143	839,033	290,907	-	1,129,940
	Taxes and Licenses	345,000	510,474	855,474	342,115	638,190	-	980,305
	Utilities	219,516	285,298	504,814	218,500	713,420	785,000	1,716,920
	Furniture, Fixtures and Equipment	-	-	-	5,000	-	-	5,000
	Balance Sheet Items (require cash)	-	595,029	595,029	-	-	-	-
	TOTAL COSTS	1,583,189	2,960,853	4,544,042	1,960,483	2,779,484	785,000	5,524,967
Revenues								
162	Chamberlin Ground Lease	-	-	-	-	-	-	-
163	Apt Demolition (committed funds from FY12)	-	-	-	-	-	-	-
164	Residential Leases - Homes	2,459,942	-	2,459,942	2,777,000	-	-	2,777,000
165	Rent Concessions	-	-	-	(410,000)	-	-	(410,000)
166	Residential - Garages	4,500	-	4,500	7,000	-	-	7,000
167	Residential Leases - Apartments	-	-	-	-	-	-	-
168	Commercial - Office/Warehouse	-	639,950	639,950	-	385,000	-	385,000
169	Event Rentals	-	-	-	-	-	-	-
170	CAM Recoveries	-	14,906	14,906	-	14,906	-	14,906
171	Utility Reimbursement	-	-	-	-	312,844	-	312,844
172	Construction Loan	-	-	-	-	-	-	-
173	Revenue - Utility Fund	-	-	-	-	-	320,000	320,000
174	Other Income	8,571	-	8,571	18,000	-	-	18,000
	TOTAL REVENUES	2,473,013	654,856	3,127,869	2,392,000	712,750	320,000	3,424,750
177	Funding (to)/from Government Fund	889,824	(2,305,997)	(1,416,173)	431,517	(2,066,734)	(465,000)	(2,100,217)