

SUFFOLK RHA 2024-25				
OPERATING BUDGET SUMMARY				
		2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
	REVENUE			
	INCOME			
	Admin Fees Earned	\$1,382,546	\$950,704	\$1,387,750
	HAP Income	\$11,683,721	\$9,162,703	\$15,043,505
	HUD Subsidy	\$1,513,503	\$1,077,939	\$1,614,869
	Dwelling Rent	\$483,000	\$408,832	\$614,750
	COCC Management Fees	\$725,290	\$636,904	\$764,999
	Finney Income	\$160,913	\$134,115	\$147,460
	Bond Fees & Income	\$125,903	\$50,813	\$126,000
	Community Development Income	\$190,000	\$138,750	\$171,309
	CFP Grant Income	\$152,884	\$0	\$0
	FSS Grant Income	\$116,784	\$0	\$0
	Interest / Dividends	\$33,600	\$25,600	\$36,561
	Other Fees & Income	\$780,001	\$473,876	\$1,982,007
	Total Operating Income	\$17,348,145	\$13,060,235	\$21,889,210
	EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
	OPERATING EXPENSES			
	Salary & Benefits	\$1,943,476	\$1,051,256	\$2,326,141
	Service Contracts	\$426,390	\$296,838	\$394,025
	Office Expenses	\$202,775	\$146,490	\$210,424
	Utilities	\$541,700	\$539,686	\$637,850
	Building Expenses	\$55,370	\$38,985	\$69,070
	Insurance Expenses	\$204,385	\$118,741	\$206,804
	Fees & Costs	\$656,002	\$418,246	\$593,064
	Maintenance & Operations	\$393,750	\$375,190	\$450,688
	Building Improvements	\$54,000	\$886	\$55,000
	General Expenses	\$67,900	\$33,409	\$71,969
	Misc. Expenses	\$51,050	\$22,285	\$66,396
	HAP Expenses	\$11,683,721	\$9,592,724	\$15,018,855
	Total Operating Expenses	\$16,280,519	\$12,634,738	\$20,100,286
	TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
	Total expenses	\$16,280,519	\$12,634,738	\$20,100,286
	Cash short/extra	\$1,067,626	\$425,497	\$1,788,924

HCV ADMIN BUDGET

OPERATING BUDGET FY 2024-2025

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
Administrative Fees Earned	\$1,102,546	\$836,365	\$1,207,750
Interest / Dividends	\$2,500	\$3,165	\$4,747
FSS Grant Income	\$58,284	\$0	\$0
Total	\$1,163,330	\$839,530	\$1,212,497

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
EMPLOYEE EXPENSES			
Salaries	\$437,714	\$229,255	\$409,889
Benefits - Admin	\$500	\$561	\$1,000
Benefits - HCV	\$119,624	\$83,795	\$151,343
Pension Expense - ER	\$5,786	\$2,456	\$5,387
Total Employee Expenses	\$563,624	\$316,065	\$567,619

SERVICE CONTRACTS			
Legal	\$8,000	\$1,617	\$3,000
Accounting	\$10,000	\$2,472	\$7,500
Auditing Fees	\$6,500	\$0	\$5,000
Service Contracts	\$35,000	\$22,158	\$50,000
Computer Support	\$11,540	\$9,929	\$15,000
Other Contract Costs	\$0	\$0	\$0
Total Contracts	\$71,040	\$36,176	\$80,500

OFFICE EXPENSES			
Office Rent	\$47,000	\$35,250	\$52,875
Office Supplies	\$6,000	\$7,775	\$11,662
Telephone	\$7,000	\$5,065	\$6,000
Postage	\$5,000	\$4,071	\$6,200
Advertising	\$2,000	\$2,089	\$3,200
Dues & Subscriptions	\$3,000	\$1,824	\$3,000
Books & Periodicals	\$100	\$0	\$100

Total Office Expenses	\$70,100	\$56,076	\$83,037
-----------------------	----------	----------	----------

Enter
Trans

BUILDING EXPENSES			
Water	\$500	\$73	\$400
Sewer	\$500	\$70	\$400
Electricity	\$2,500	\$2,114	\$3,500
Gas	\$1,000	\$446	\$700
Janitorial	\$2,000	\$1,080	\$1,700
Total Building Expenses	\$6,500	\$3,782	\$6,700

Enter
Health

INSURANCE EXPENSES			
Crime and Auto	\$9,000	\$4,827	\$7,200
Worker's Compensation	\$5,000	\$3,105	\$7,500
Total Insurance Expenses	\$14,000	\$7,931	\$14,700

Enter
Vacati
Vacati

FEES & COSTS			
Program Management Fee	\$165,000	\$123,636	\$185,454
Bookkeeping Fee	\$105,000	\$77,273	\$115,905
Bank Fees	\$7,000	\$1,402	\$3,000
Total Fees & Costs	\$328,001	\$202,311	\$304,359

Enter
Recre
Recre
Recre

PROGRAM EXPENSE	January		March
Credit/Background Checks	\$3,000	\$2,453	\$3,750
FSS Support	\$300	\$159	\$1,000
Total Maintenance Expense	\$3,300	\$2,612	\$4,750

MISC EXPENSES			
Training	\$15,000	\$1,679	\$15,000
Travel	\$5,000	\$1,204	\$7,500
General Expenses - Admin	\$1,000	\$84	\$1,000
General Expenses - HCV	\$3,700	\$2,267	\$3,500
Vehicle Fuel & Lube	\$3,500	\$2,140	\$2,800
Vehicle Repairs & Maintenance	\$5,000	\$3,340	\$5,500
Total Misc Expenses	\$33,200	\$10,713	\$35,300

Totals
are
auto

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
---------------	-------------------------	------------------------	-------------------------

Total expenses	\$1,089,765	\$635,667	\$1,096,965
Cash short/extra	\$73,565	\$203,863	\$115,532

Enter
Miscel

BUILDING IMPROVEMENTS	January		March
Equipment Betterment & Additions	\$10,000	\$102	\$7,500
Total	\$10,000	\$102	\$7,500
Cash short/extra	\$63,565	\$203,762	\$108,032

HCV - HAP BUDGET

OPERATING BUDGET FY 2024-2025

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
HAP INCOME			
HUD Partial Payments	\$11,668,521	\$9,148,096	\$15,015,275
HAP Port In Reimbursements	\$5,000	\$13,707	\$20,580
FSS Escrow Forfeitures	\$10,000	\$830	\$7,500
Interest / Dividends	\$200	\$70	\$150
Total Income	\$11,683,721	\$9,162,703	\$15,043,505

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
HAP EXPENSES			
HAP Vouchers	\$11,587,521	\$9,459,231	\$14,818,616
HAP Vouchers Port Out	\$45,000	\$92,968	\$139,452
HAP Port Out Admin Fees	\$1,200	\$2,387	\$3,579
HAP FSS Escrow	\$50,000	\$38,139	\$57,208
Total Employee Expenses	\$11,683,721	\$9,592,724	\$15,018,855

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$11,683,721	\$9,592,724	\$15,018,855
Cash short/extra	\$0	-\$430,021	\$24,650

FINNEY AVENUE

OPERATING BUDGET FY 2024-2025

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
Rent - WTCSB	\$82,373	\$61,615	\$61,780
Rent - NAVIGATE	\$78,540	\$72,500	\$85,680
Interest / Dividends	\$6,100	\$7,876	\$11,814
Total Income	\$167,013	\$141,991	\$159,274

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
EMPLOYEE EXPENSES			
Salaries	\$61,035	\$21,845	\$31,860
Benefits	\$12,385	\$6,587	\$13,048
Pension Expense - ER	\$1,312	\$1,021	\$1,143
Total Employee Expenses	\$74,732	\$29,453	\$46,051

SERVICE CONTRACTS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Legal	\$150	\$0	\$100
Auditing Fees	\$1,000	\$0	\$750
Service Contracts	\$3,000	\$2,086	\$3,125
Computer Support	\$100	\$280	\$450
Other Contract Costs	\$5,000	\$0	\$3,750
Total Contracts	\$9,250	\$2,366	\$8,175

OFFICE EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Office Rent	\$500	\$375	\$375
Office Supplies	\$100	\$13	\$100
Telephone	\$200	\$108	\$162
Postage	\$100	\$0	\$75
Advertising	\$250	\$0	\$100
Total Office Expenses	\$1,150	\$496	\$812

BUILDING EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Water/Stormwater	\$250	\$135	\$200

Heating and Cooling	\$2,500	\$3,945	\$5,917
Landscape and Grounds	\$10,000	\$7,645	\$11,468
Electrical	\$1,000	\$0	\$750
Plumbing	\$1,200	\$465	\$1,000
Extermination	\$2,000	\$1,320	\$1,500
Janitorial	\$100	\$0	\$75
Total Building Expenses	\$17,050	\$13,510	\$20,910

Health

INSURANCE EXPENSES			
Crime and Auto	\$4,000	\$3,435	\$5,153
Worker's Compensation	\$250	\$155	\$200
Total Insurance Expenses	\$4,250	\$3,590	\$5,353

Vacati

FEES & COSTS			
Program Management Fee	\$35,000	\$26,250	\$26,250
Management Fee - Schwab	\$300	\$224	\$340
Total Fees & Costs	\$35,300	\$26,474	\$26,590

Recre

MAINTENANCE EXPENSE			
Materials	January \$2,000	\$1,817	March \$2,700
Routine Maintenance	\$5,000	\$394	\$4,000
Total Maintenance Expense	\$7,000	\$2,211	\$6,700

expen

MISC EXPENSES			
Vehicle Fuel & Lube	\$100	\$0	\$75
General Expenses	\$500	\$2,508	\$3,762
Total Misc Expenses	\$600	\$2,508	\$3,837

TOTALS
are
auto

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$149,332	\$80,609	\$118,427
Cash short/extra	\$17,681	\$61,382	\$40,847

Miscel

BUILDING IMPROVEMENTS			
Equipment Betterment & Additions	January \$35,000	\$516	March \$39,000

Total	\$35,000	\$516	\$39,000
Cash short/extra	-\$17,319	\$60,866	\$1,847

BOND FUND

OPERATING BUDGET FY 2024-2025

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
Fees & Services	\$60,000	\$0	\$60,000
Pinner Street Rent	\$65,903	\$50,813	\$66,000
Total Income	\$125,903	\$50,813	\$126,000

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
EMPLOYEE EXPENSES			
Salaries	\$16,200	\$9,750	\$29,400
Benefits	\$1,500	\$769	\$3,205
Total Employee Expenses	\$17,700	\$10,519	\$32,605

SERVICE CONTRACTS			
Professional Services	\$5,000	\$49,834	\$5,000
Legal	\$50,000	\$43,776	\$5,000
Computer Support	\$500	\$1,600	\$2,000
Total Contracts	\$55,500	\$95,210	\$12,000

OFFICE EXPENSES			
Commissioner Training	\$1,500	\$0	\$10,000
Commissioner Travel	\$1,500	\$0	\$5,000
Investment Expense	\$500	\$0	\$500
Office Supplies	\$500	\$168	\$500
Advertising	\$500	\$66	\$500
Dues & Subscriptions	\$1,500	\$0	\$1,500
General Expenses	\$10,000	\$5,274	\$10,000
Total Office Expenses	\$16,000	\$5,508	\$28,000

BUILDING EXPENSES			
Heating and Cooling	\$2,000	\$0	\$5,000
Snow Removal	\$0	\$0	\$0
Landscape and Grounds	\$15,000	\$11,530	\$20,000

Electrical	\$0	\$0	\$0
Plumbing	\$20	\$0	\$500
Extermination	\$1,500	\$1,113	\$1,500
Routine Maintenance	\$0		
Total Building Expenses	\$18,520	\$12,643	\$27,000

Ente
r

INSURANCE EXPENSES			
Insurance Expense	\$10,700	\$7,521	\$10,370
Total Insurance Expenses	\$10,700	\$7,521	\$10,370

Ente
r

FEES & COSTS			
Management Fee - Schwab	\$2,000	\$856	\$1,500
Bank Fee	\$50	\$69	\$500
Total Fees & Costs	\$2,050	\$925	\$2,000

Total
s are
auto

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$120,470	\$132,327	\$111,975
Cash short/extra	\$5,433	-\$81,514	\$14,025

COMMUNITY DEVELOPMENT.

OPERATING BUDGET FY 2024-2025

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
City of Suffolk	\$165,000	\$138,750	\$171,309
Misc. Income	\$25,000	\$0	\$0
Interest / Dividends	\$25,000	\$14,558	\$20,000
Total Income	\$215,000	\$153,308	\$191,309

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
EMPLOYEE EXPENSES			
Salaries	\$114,620	\$47,210	\$90,859
Benefits	\$18,663	\$5,751	\$20,438
Benefits - Admin	\$200	\$0	\$150
Pension Expense - ER	\$1,276	\$703	\$857
Total Employee Expenses	\$134,759	\$53,663	\$112,304

SERVICE CONTRACTS			
Legal	\$3,000	\$221	\$1,000
Accounting	\$3,500	\$999	\$3,500
Auditing Fees	\$3,000	\$0	\$3,000
Service Contracts	\$2,500	\$2,166	\$3,250
Computer Support	\$6,100	\$4,566	\$6,750
Total Contracts	\$18,100	\$7,952	\$17,500

OFFICE EXPENSES			
Office Rent	\$2,250	\$1,688	\$2,250
Office Supplies	\$1,250	\$915	\$1,500
Telephone	\$3,000	\$1,886	\$3,000
Postage	\$150	\$40	\$150
Advertising	\$1,500	\$182	\$1,125
Dues & Subscriptions	\$500	\$102	\$875
Total Office Expenses	\$8,650	\$4,813	\$8,900

ente
r

BUILDING EXPENSE

Water	\$50	\$33	\$80
Sewer	\$50	\$31	\$80
Electricity	\$1,500	\$951	\$1,600
Gas	\$500	\$201	\$500
Janitorial	\$1,000	\$486	\$1,000
Routine Maintenance	\$50	\$0	\$50
Total Building Expenses	\$3,150	\$1,702	\$3,310

ente
r

INSURANCE EXPENSES

Crime and Auto	\$3,700	\$2,373	\$3,500
Worker's Compensation	\$2,000	\$1,397	\$2,250
Total Insurance Expenses	\$5,700	\$3,769	\$5,750

ente
r

FEES & COSTS

Program Management Fee	\$20,250	\$15,188	\$20,250
Management Fee-Schwab	\$500	\$372	\$500
Bank Fees	\$1,400	\$681	\$1,400
Total Fees & Costs	\$22,150	\$16,241	\$22,150

ente
r

MISC EXPENSES

Training	\$500	\$550	\$600
Travel	\$200	\$0	\$150
Vehicle Fuel & Lube	\$500	\$75	\$500
Vehicle Repair & Maintenance	\$500		\$375
General Expenses	\$500	\$101	\$375
Total Misc Expenses	\$2,200	\$726	\$2,000

total
s are
auto

TOTALS

	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$194,709	\$88,866	\$171,914
Cash short/extra	\$20,291	\$64,442	\$19,395

CENTRAL OFFICE COST CENTRE.				
OPERATING BUDGET FY 2024-2025				
		2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
REVENUE				
INCOME				
	Admin Income	\$114,663	\$114,339	\$180,000
	Operating Revenue	\$114,663	\$114,339	\$180,000
	Management Fee Income	\$386,973	\$413,703	\$428,684
	Asset Management Fee Income	\$117,310	\$10,755	\$12,480
	Service Fee Income	\$7,120	\$5,340	\$6,240
	Bookkeeping Fee Income	\$99,224	\$92,768	\$137,595
	CFP Grant Income	\$152,884	\$0	\$0
	Total Income	\$992,837	\$751,243	\$944,999
EXPENSES				
EMPLOYEE EXPENSES				
	Salaries	\$466,434	\$192,205	\$589,936
	Benefits	\$75,059	\$38,125	\$148,068
	Benefits - Admin	\$10,000	\$8,817	\$10,000
	Pension Expense - ER	\$8,273	\$2,835	\$11,386
	Total Employee Expenses	\$559,767	\$241,982	\$759,390
SERVICE CONTRACTS				
	Legal	\$5,000	\$0	\$25,000
	Accounting	\$15,000	\$4,917	\$15,000
	Auditing Fees	\$10,000	\$0	\$10,000
	Service Contracts	\$60,000	\$14,623	\$25,000
	Computer Support	\$17,000	\$16,607	\$25,000
	Total Contracts	\$107,000	\$36,147	\$100,000
OFFICE EXPENSES				
	Office Supplies	\$5,000	\$3,868	\$6,000
	Telephone	\$12,000	\$8,918	\$13,500
	Postage	\$500	\$406	\$600
	Advertising	\$5,500	\$275	\$1,500

	Dues & Subscriptions	\$6,500	\$1,564	\$4,000
	Total Office Expenses	\$29,500	\$15,030	\$25,600
	BUILDING EXPENSES			
	Water	\$1,500	\$1,006	\$1,500
	Sewer	\$150	\$101	\$150
	Electricity	\$3,500	\$3,065	\$4,500
	Gas	\$1,000	\$647	\$1,000
	Janitorial	\$2,500	\$1,566	\$2,500
	Garbage and Trash Disposal	\$1,500	\$964	\$1,500
	Total Building Expenses	\$10,150	\$7,348	\$11,150
	INSURANCE EXPENSES			
	Insurance	\$3,200	\$1,557	\$2,400
	Property Insurance	\$2,650	\$1,509	\$2,600
	Auto Insurance	\$5,400	\$4,021	\$6,500
	Worker's Compensation	\$6,200	\$4,346	\$7,000
	Total Insurance Expenses	\$17,450	\$11,433	\$18,500
	FEES & COSTS			
	Management Fee - Schwab	\$500	\$349	\$550
	Bank Fees	\$3,500	\$2,370	\$3,550
	Total Fees & Costs	\$4,000	\$2,719	\$4,100
	MISC EXPENSES			
	Training	\$1,500	\$0	\$4,219
	Travel	\$2,500	\$118	\$3,240
	Vehicle Fuel & Lube	\$1,000	\$587	\$1,000
	Vehicle Repair & Maintenance	\$1,000	\$260	\$1,000
	General Expenses	\$2,500	\$224	\$2,500
	Unemployment	\$250	\$2,268	\$5,000
	Materials	\$2,000	\$1,909	\$3,000
	Routine Maintenance	\$1,000	\$360	\$550
	Total Misc Expenses	\$11,750	\$5,725	\$20,509
	TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
	Total expenses	\$739,617	\$320,384	\$939,249

	Net profit / loss	\$253,220	\$430,859	\$5,750
--	-------------------	-----------	-----------	---------

COLANDER BISHOP

OPERATING BUDGET FY 2024-2025

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
Dwelling Rent	\$90,000	\$76,498	\$114,750
FSS Grant Income	\$58,500	\$0	\$0
Garbage Fees	\$200	\$0	\$150
HUD Subsidy	\$530,725	\$382,402	\$590,940
Interest / Dividends	\$1,600	\$1,129	\$1,500
Late Charges	\$5,600	\$3,463	\$5,000
Misc. Income	\$43,000	\$991	\$97,586
Other Income	\$12,167	\$269	\$500
PHO FSS Coord. Grant Reven	\$43,875	\$0	\$43,875
Repairs & Damages	\$2,000	\$2,741	\$3,000
Warrant Charges/Misc.	\$1,500	\$256	\$500
Total Income	\$789,167	\$467,749	\$857,801

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
SALARY & BENEFITS			
Salaries - Management	\$72,817	\$79,067	\$159,473
Salaries - Maintenance	\$107,515	\$19,028	\$80,122
Salaries - Maintenance OT	\$500	\$0	\$300
Salaries - Maintenance ON C.	\$1,000	\$0	\$300
Benefits - Managers/Mainten	\$48,588	\$22,441	\$69,526
Benefits - Admin	\$200	\$57	\$150
Pension Expense - ER	\$2,046	\$540	\$2,035
Temp Labor	\$5,500	\$31,470	\$500
Total Salary & Benefits	\$238,166	\$152,604	\$312,406

SERVICE CONTRACTS			
Legal	\$10,000	\$1,258	\$2,000
Accounting	\$7,000	\$1,984	\$2,500
Auditing Fees	\$5,500	\$0	\$4,500
Service Contracts	\$14,000	\$18,129	\$20,000
Computer Support	\$11,000	\$8,713	\$10,000
Total Contracts	\$47,500	\$30,084	\$39,000

OFFICE EXPENSES			
Office Rent	\$5,700	\$4,275	\$4,275
Office Supplies	\$1,500	\$2,750	\$3,000
Telephone	\$10,000	\$10,206	\$10,000
Postage	\$500	\$644	\$700
Advertising	\$1,500	\$2,885	\$1,500
Dues & Subscriptions	\$500	\$988	\$1,000
Books & Periodicals	\$25	\$0	\$100

	Total Office Expenses	\$19,725	\$21,749	\$20,575
	UTILITIES			
	Water	\$60,000	\$86,038	\$80,000
	Sewer	\$70,000	\$113,273	\$80,000
	Electricity	\$15,000	\$11,544	\$17,315
	Gas	\$2,500	\$2,055	\$3,085
	Total Utilities	\$147,500	\$212,912	\$180,400
	INSURANCE EXPENSES			
	Crime	\$2,000	\$947	\$1,500
	Property Insurance	\$48,185	\$27,524	\$48,185
	Liability Insurance	\$6,300	\$2,141	\$6,200
	Auto Insurance	\$3,450	\$2,567	\$4,180
	Worker's Compensation	\$4,500	\$2,774	\$4,468
	Total Insurance Expenses	\$64,435	\$35,953	\$64,533
	FEES & COSTS			
	Property Management Fee	\$67,817	\$39,650	\$59,280
	Asset Management Fee	\$3,840	\$2,880	\$3,840
	Service Fee	\$1,920	\$1,440	\$1,920
	Bookkeeping Fee	\$6,624	\$4,575	\$6,840
	Bank Fees	\$3,500	\$1,566	\$2,000
	Total Fees & Costs	\$83,701	\$50,111	\$73,880
	MAINTENANCE & OPERAT	January		March
	Maintenance Materials	\$30,000	\$38,514	\$50,000
	Maintenance Safety Shoes	\$150	\$0	\$150
	Heating & Cooling	\$10,000	\$11,673	\$17,500
	Snow Removal	\$50	\$0	\$50
	Unit Turnaround	\$500	\$12,095	\$15,000
	Electrical	\$500	\$0	\$150
	Plumbing	\$2,000	\$185	\$500
	Extermination	\$10,000	\$7,178	\$10,750
	Janitorial	\$1,500	\$965	\$1,250
	Garbage & Trash Removal	\$10,000	\$7,707	\$7,500
	Landscaping	\$46,500	\$33,249	\$35,000
	Routine Maintenance	\$5,000	\$4,740	\$4,500
	Total Maintenance Expenses	\$116,200	\$116,306	\$142,350
	GENERAL EXPENSES			
	Training	\$4,000	\$666	\$5,000
	Travel	\$1,000	\$88	\$2,500
	Payment in Lieu of Taxes	\$3,000	\$0	\$100
	Collection Losses	\$5,000	\$3,306	\$5,000
	Credit/Background Checks	\$300	\$284	\$500
	Unemployment	\$5,000	\$0	\$1,500
	Warrant Costs	\$1,500	\$320	\$500

Vehicle Repair & Maintena	\$1,000	\$4,118	\$5,000
Vehicle Fuel & Lube	\$2,000	\$1,211	\$1,500
Tenant Services Activity	\$1,500	\$977	\$1,000
General Expenses	\$1,500	\$169	\$200
Total Misc Expenses	\$25,800	\$11,139	\$22,800

Total
s are
auto

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$743,027	\$630,859	\$855,944
Cash short/extra	\$46,140	-\$163,110	\$1,857

SPARKLINE

ente
r

BUILDING IMPROVEMENT	January	March
Equipment Betterment & Ac	\$2,000	1,500.00
Total	\$2,000	\$0
Cash short/extra	\$44,140	-\$163,110
		\$357

HOFFLER APARTMENTS

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
Dwelling Rent	\$113,000	\$86,217	\$130,000
Garbage Fees	\$100	\$0	\$75
HUD Subsidy	\$588,518	\$410,054	\$580,695
Interest / Dividends	\$1,500	\$919	\$1,500
Late Charges	\$6,000	\$5,085	\$4,500
Misc. Income	\$3,000	\$7,636	\$27,075
Other Income	\$11,667	\$100	\$500
Repairs & Damages	\$3,000	\$4,932	\$5,500
Warrant Charges/Misc.	\$1,000	\$384	\$750
Total Income	\$727,785	\$515,326	\$750,595

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
SALARY & BENEFITS			
Salaries - Management	\$61,213	\$65,409	\$140,125
Salaries - Maintenance	\$62,966	\$25,443	\$65,130
Salaries - Maintenance OT	\$1,000	\$6	\$750
Salaries - Maintenance ON CALL	\$1,000	\$60	\$750
Benefits - Managers/Maintenance	\$37,743	\$27,755	\$75,102
Benefits - Admin	\$200	\$47	\$150
Pension Expense - ER	\$1,571	\$972	\$2,138
Temp Labor	\$30,000	\$16,723	\$5,000
Total Salary & Benefits	\$195,693	\$136,415	\$289,145

SERVICE CONTRACTS			
Legal	\$5,000	\$3,623	\$5,000
Accounting	\$5,500	\$1,637	\$2,500
Auditing Fees	\$4,500	\$0	\$3,500
Service Contracts	\$14,000	\$17,954	\$20,000
Computer Support	\$9,000	\$6,482	\$6,750
Total Contracts	\$38,000	\$29,696	\$37,750

OFFICE EXPENSES			
Office Rent	\$5,300	\$3,975	\$3,975
Office Supplies	\$2,000	\$2,423	\$2,500
Telephone	\$16,000	\$11,483	\$12,000
Postage	\$750	\$508	\$500
Advertising	\$3,500	\$2,207	\$2,625
Dues & Subscriptions	\$600	\$816	\$1,000
Books & Periodicals	\$100	\$0	\$50

Total Office Expenses	\$28,250	\$21,413	\$22,650
-----------------------	----------	----------	----------

ente
r

UTILITIES			
Water	\$70,000	\$44,013	\$65,000
Sewer	\$78,000	\$63,226	\$70,000
Electricity	\$15,000	\$11,732	\$12,000
Gas	\$4,500	\$1,925	\$3,500
Total Utilities	\$167,500	\$120,896	\$150,500

\$1,467
\$17,598.56

ente
r

INSURANCE EXPENSES			
Crime	\$2,000	\$781	\$1,500
Property Insurance	\$40,000	\$22,712	\$40,000
Liability Insurance	\$5,300	\$1,766	\$5,115
Auto Insurance	\$2,850	\$2,118	\$3,450
Worker's Compensation	\$3,700	\$2,289	\$3,687
Total Insurance Expenses	\$53,850	\$29,667	\$53,752

ente
r

FEES & COSTS			
Property Management Fee	\$63,000	\$38,285	\$54,600
Asset Management Fee	\$4,500	\$3,375	\$3,840
Service Fee	\$2,200	\$1,650	\$1,920
Bookkeeping Fee	\$7,100	\$4,418	\$6,300
Bank Fees	\$3,200	\$1,316	\$1,975
Total Fees & Costs	\$80,000	\$49,044	\$68,635

ente
r

MAINTENANCE & OPERATIONS			
	January		March
Maintenance Materials	\$25,000	\$21,974	\$20,000
Maintenance Safety Shoes	\$150	\$0	\$150
Heating & Cooling	\$15,000	\$9,690	\$10,000
Snow Removal	\$500	\$0	\$300
Unit Turnaround	\$20,000	\$22,218	\$20,000
Electrical	\$1,500	\$0	\$1,500
Plumbing	\$5,000	\$525	\$3,500
Extermination	\$10,000	\$9,073	\$7,500
Janitorial	\$1,500	\$796	\$1,100
Garbage & Trash Removal	\$11,000	\$6,497	\$8,250
Landscaping	\$32,250	\$23,327	\$24,188
Routine Maintenance	\$10,000	\$1,238	\$1,500
Total Maintenance Expense	\$131,900	\$95,338	\$97,988

ente
r

GENERAL EXPENSES			
Training	\$4,000	\$629	\$5,000
Travel	\$1,000	\$84	\$2,500
Payment in Lieu of Taxes	\$1,500	\$0	\$500
Collection Losses	\$5,000	\$5,248	\$5,500
Credit/Background Checks	\$350	\$226	\$300

Unemployment	\$5,000	\$0	\$2,500
Warrant Costs	\$1,500	\$384	\$1,000
Vehicle Repair & Maintenance	\$2,500	\$3,184	\$4,000
Vehicle Fuel & Lube	\$2,500	\$1,150	\$2,000
Tenant Services Activity	\$1,500	\$888	\$1,125
General Expenses	\$1,000	\$293	\$750
Total Misc Expenses	\$25,850	\$12,085	\$25,175

Total
s are
auto

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$721,043	\$494,552	\$745,595
Cash short/extra	\$6,742	\$20,774	\$5,000

ene
r

BUILDING IMPROVEMENTS	January		March
Equipment Betterment & Additions	\$5,000	\$134	\$5,000
Total	\$5,000	\$134	\$5,000
Cash short/extra	\$1,742	\$20,640	\$0

CHOREY PARK

REVENUE	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
INCOME			
Dwelling Rent	\$280,000	\$246,118	\$370,000
Excess Utilities	\$6,000	\$3,311	\$6,000
HUD Subsidy	\$394,260	\$285,483	\$443,234
Interest / Dividends	\$900	\$577	\$900
Late Charges	\$3,500	\$2,757	\$3,500
Misc. Income	\$85,000	\$53,866	\$159,727
Other Income	\$11,667	\$1,286	\$2,000
Repairs & Damages	\$5,000	\$1,708	\$2,500
Warrant Charges/Misc.	\$1,000	\$64	\$500
Total Income	\$787,327	\$595,170	\$988,361

EXPENSES	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
SALARY & BENEFITS			
Salaries - Management	\$42,915	\$40,099	\$83,825
Salaries - Maintenance	\$69,074	\$39,806	\$68,192
Salaries - Maintenance OT	\$0	\$0	\$0
Salaries - Maintenance ON CALL	\$250	\$0	\$200
Benefits - Managers/Maintenance	\$30,338	\$23,216	\$47,804
Benefits - Admin	\$1,000	\$30	\$750
Pension Expense - ER	\$458	\$270	\$850
Temp Labor	\$15,000	\$7,135	\$5,000
Total Salary & Benefits	\$159,035	\$110,556	\$206,621

SERVICE CONTRACTS			
Legal	\$3,000	\$3,242	\$5,000
Accounting	\$3,500	\$1,042	\$5,000
Auditing Fees	\$3,000	\$0	\$10,000
Service Contracts	\$65,000	\$50,349	\$75,500
Computer Support	\$5,500	\$4,575	\$3,600
Total Contracts	\$80,000	\$59,207	\$99,100

Enter
Entert

OFFICE EXPENSES

Office Rent	\$7,000	\$5,250	\$8,000
Office Supplies	\$1,500	\$2,142	\$3,500
Telephone	\$17,000	\$11,038	\$5,000
Postage	\$1,100	\$688	\$1,000
Advertising	\$2,000	\$1,774	\$2,500
Dues & Subscriptions	\$700	\$513	\$750
Books & Periodicals	\$100	\$0	\$100
Total Office Expenses	\$29,400	\$21,405	\$20,850

Enter
Trans

UTILITIES

Water	\$60,000	\$57,428	\$85,000
Sewer	\$83,000	\$80,509	\$120,000
Electricity	\$75,000	\$64,452	\$96,650
Gas	\$8,700	\$3,489	\$5,300
Total Utilities	\$226,700	\$205,878	\$306,950

Enter
Health

INSURANCE EXPENSES

Crime	\$1,000	\$497	\$750
Property Insurance	\$25,300	\$14,451	\$25,300
Liability Insurance	\$3,400	\$1,125	\$3,255
Auto Insurance	\$1,800	\$1,348	\$2,195
Worker's Compensation	\$2,500	\$1,455	\$2,346
Total Insurance Expenses	\$34,000	\$18,876	\$33,846

Enter
Vacati

Vacati

FEES & COSTS

Property Management Fee	\$80,000	\$56,355	\$74,100
Asset Management Fee	\$6,000	\$4,500	\$4,800
Service Fee	\$3,000	\$2,250	\$2,400
Bookkeeping Fee	\$10,000	\$6,503	\$8,550
Bank Fees	\$1,800	\$814	\$1,500
Total Fees & Costs	\$100,800	\$70,422	\$91,350

Enter
Recre

MAINTENANCE & OPERATIONS

	January		March
Maintenance Materials	\$30,000	\$27,324	\$30,000
Maintenance Safety Shoes	\$150	\$0	\$150
Maintenance Contract Costs	\$1,000	\$0	\$1,000
Heating & Cooling	\$5,000	\$3,887	\$5,500

	Snow Removal	\$500	\$0	\$500
	Elevator Maintenance	\$1,500	\$1,205	\$2,000
	Unit Turnaround	\$1,000	\$17,940	\$30,000
	Electrical	\$2,500	\$0	\$2,500
	Plumbing	\$5,000	\$46,612	\$50,000
	Extermination	\$40,000	\$30,949	\$30,000
	Janitorial	\$1,000	\$687	\$1,000
	Garbage & Trash Removal	\$30,000	\$19,334	\$30,000
	Landscaping	\$16,000	\$9,505	\$16,000
	Routine Maintenance	\$5,000	\$3,893	\$5,000
Recre	Total Maintenance Expense	\$138,650	\$161,336	\$203,650

GENERAL EXPENSES

	Training	\$1,500	\$567	\$5,000
	Travel	\$500	\$76	\$1,938
	Payment in Lieu of Taxes	\$1,500	\$0	\$4,306
	Collection Losses	\$5,000	\$4,888	\$5,000
	Credit/Background Checks	\$500	\$255	\$500
	Unemployment	\$500	\$0	\$500
	Warrant Costs	\$1,000	\$256	\$1,000
	Vehicle Repair & Maintenance	\$1,000	\$2,042	\$1,000
	Vehicle Fuel & Lube	\$1,000	\$468	\$1,000
	Tenant Services Activity	\$2,250	\$1,503	\$2,250
	General Expenses	\$1,500	\$130	\$1,500
	Total Misc Expenses	\$16,250	\$10,185	\$23,994

Totals are auto

TOTALS	2023-24 APPROVED	8 MONTHS ACTUAL	2024-25 PROPOSED
Total expenses	\$784,835	\$657,864	\$986,361
Cash short/extra	\$2,492	-\$62,695	\$2,000

Miscel

BUILDING IMPROVEMENTS	January		March
Equipment Betterment & Additions	\$2,000	\$134	\$2,000
Total	\$2,000	\$134	\$2,000
Cash short/extra	\$492	-\$62,829	\$0