



VIA ELECTRONIC MAIL

June 24, 2016

Mr. Dan Timberlake, Director  
Virginia Department of Planning and Budget  
1111 East Broad Street, Room 5040  
Richmond, Virginia 23219-3418

RE: Fort Monroe Authority (FMA)

Dear Mr. Timberlake,

In accordance with the Fort Monroe Authority Act, we are enclosing with this letter copies of the Authority's FY17 governmental fund and enterprise activity budgets. These budgets were approved by the FMA Board of Trustees at its meeting on June 16, 2016.

Since the transfer of 312.75 acres of property to Commonwealth ownership in June 2013 the Authority has been working to fulfill the preservation requirements established in the governing documents including the Fort Monroe Act, the Programmatic Agreement and Statewide Memorandum of Understanding while positioning the property for redevelopment through either land sales to private parties (in areas where land sales are permitted) or long-term ground leases.

National Park Service Update

- On August 25, 2015 Governor McAuliffe and National Park Service Deputy Director Margaret O'Dell signed two fee simple deeds that transferred three parcels of Commonwealth land totaling approximately 121.1 acres to the National Park Service.
- The Authority continues to work with the National Park Service for the development of documents necessary for the recordation of an overlay easement for approximately 92.8 additional acres. The terms of the easement are negotiated and the easement is expected to be recorded in the near future.
- An additional eight parcels totaling approximately 122.3 acres of federal property will be donated by the Army directly to the National Park Service to complete the boundary of the National Monument as designated by President Obama's Antiquities Act declaration of November 1, 2011. These parcels will be transferred once any regulated environmental cleanup is completed.
- At its meeting on March 17, 2016 the Fort Monroe Authority Board of Trustees voted to approve an additional fee simple transfer of approximately 35.5 acres to the National Park Service and the recordation of an additional overlay easement for approximately



4.1 acres to include all of the waterfront along the Chesapeake Bay in the National Monument.

#### Army Conveyance Update

- The Authority continues to negotiate with the Army for two additional parcels of approximately 83.2 acres of land at Fort Monroe with disputed title. During FY16 the Governor of Virginia, acting through Secretary Harvey, has been working to negotiate the terms of an Economic Development Conveyance (EDC) transfer of the disputed property together with the buildings, infrastructure and utility systems to the Commonwealth. Once the negotiations are complete and the terms of the EDC are described in a Memorandum of Agreement, the Authority must file an EDC Application to officially request the property. The Authority has reflected the property transfer to occur on January 1, 2017 as part of the FY17 budget although no firm date for transfer has been established.
- The Authority continues to work with the Virginia Department of Environmental Quality and Army environmental counsel to agree on the need for and, if necessary, the process for remediating environmental issues on four environmental carve-out parcels land collectively encompassing approximately 38.1 acres. These four parcels and the accompanying structures, infrastructure and utility systems are part of the reversionary property and will be deeded to the Commonwealth once the Army completes investigation and any remediation required by the CERCLA environmental laws to the satisfaction of VDEQ. In addition, four additional environmental parcels in the aforementioned disputed property area are currently under investigation. These four parcels may become additional environmental carve-out parcels that will not transfer to the Commonwealth until all investigation and any required remediation is completed. This environmental investigation and negotiation process is expected to continue through FY17.

#### Future Land Use

- The Fort Monroe Land Use Master Plan was adopted by the FMA Board of Trustees in October 2013 and approved by Governor McDonnell in December 2013.
- Since the adoption of the Land Use Master Plan, the Authority staff has been working with the City of Hampton Planning and Zoning Administration to incorporate the Land Use Master Plan into the City's zoning ordinance. The Hampton Planning Commission and Hampton City Council passed the Zoning Amendment in April 2016. The Zoning Ordinance will only apply on property sold to private owners.

#### FY17 Government Fund Budget Summary

- In brief, the governmental fund budget includes the approved appropriation from the Commonwealth's General Fund of approximately \$5.3 million for FY17 and a



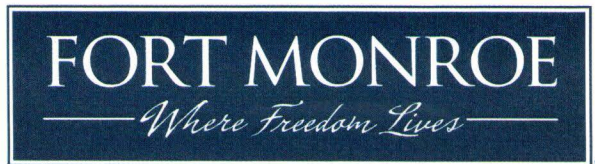
carryover of funds from FY16. The carryover results from the delay in the transfer of the Dominion electric facility contract that was expected to transfer in July 2015 combined with a delay in several construction projects due to design considerations and the review process. The surplus will be used in FY17 to fund these delayed projects.

- The government fund budget reflects continued support from the DOD Office of Economic Adjustment of approximately \$550 thousand from a new grant requests for FY17, although the new grant has not been approved at the time of this letter.
- The expenses reflected in the governmental budget are related to the planning for the reuse of Fort Monroe, the operation of utility systems and common areas, the historic preservation of nearly 200 structures, and the continuation of tourism and educational activities for residents, tenants and visitors as mandated by the FMA Act. Expenses reflected in the government fund budget include personnel and benefits for the majority of the FMA staff. The governmental fund also includes deficit funding for the enterprise activity fund for FY17.
- There is one new position proposed for the FY17. This position is related to the new overtime regulations that will become effective on December 1, 2016. The Casemate Museum operates 7 days a week. The majority of the staff will become overtime eligible under the new federal guidelines. The new position will help to balance the schedule for the 7-day operation.
- For FY17 the expenses for the Casemate Museum have been identified in a separate column in the budget for reporting purposes.

#### FY17 Enterprise Fund Budget Summary

The enterprise activity fund reflects the Authority’s business activities at Fort Monroe. Previously the enterprise budget is presented in 3 sub-funds – residential real estate, commercial real estate and the utility billing fund. For FY17 a fourth sub-fund has been added – Special Events. A brief description of the funds is provided below.

- The Residential Fund reflects the revenue and income resulting from the Authority’s operations to lease and manage the 177 residential housing units, a small portion of which require significant renovations to bring the units to leasable condition. In FY16 the Authority, as part of the land transfer to the National Park Service, the Authority’s residential inventory was reduced by 7 units. In April 2016 the Authority completed the conversion of the former 9-unit inn into a 10-unit apartment building. The building was completely leased within 45 days of delivery. On April 1, 2016 the residential fund transferred the Commanding General’s Residence to the Special events department to be used as an event rental facility.



- The Authority with the assistance of its commercial leasing and management contractor maintains over 1.17 million square feet of non-residential properties. As of the end of FY16 approximately 231 thousand square feet has been leased to state and local governmental entities and private businesses. Given the large inventory of vacant historic buildings the Authority expects the commercial enterprise fund to operate in a large deficit until such time as these vacant properties can be leased or sold to private parties.
- The Utility Fund reflects billings to third-party tenants for metered and non-metered utility consumption for natural gas, water and sewer service. The Utility Fund budget also reflects the portion of utility bills paid by the Authority but not billed to residential or commercial tenants such as common area public lighting.
- The Special Events Fund reflects the revenue and event expenses for rentals of facilities. The inventory includes the Post Theater, the Bandstand and the Commanding General's Residence as well as tickets sales for events such as the Ghost Walk and Holiday Home Tours. This fund was added for budgeting and reporting purposes.

The Fort Monroe Authority greatly appreciates the substantial support of the Department of Planning and Budget in procuring the appropriated funds. Without this support the Authority would not be able to fulfill its obligations set out in the FMA Act and the Programmatic Agreement.

Respectfully submitted,

John K. Hutcheson  
Deputy Executive Director and Treasurer  
Fort Monroe Authority

cc: G. Glenn Oder, FMA Executive Director  
The Honorable Richard Brown, Secretary of Finance  
Toni Walker, Jennifer Burruss, DPB

Enclosures (2)

GOVERNMENT FUND		BUDGET FOR FY16-17 FISCAL YEAR				
		Budget approved by FMA Board on 6/16/16				
		FY16 OEA Budget Carryover	FY17 OEA Budget New OEA Grant	FY17 COVA Budget Casemate	FY17 COVA Budget Govt Fund	FY16-17 Budget TOTAL
<b>Personnel Services</b>						
8	Executive Director					
9	Executive Assistant / Govt Relations Coordinator					
10	Director of Communications					
11	Administrative Assistant					
13	Director of Real Estate (Jun-Sep)					
14	Engineering / Drafting Assistant (P/T)					
16	Director of Heritage Assets, HPO					
17	Architectural Historian (FY17 New Hire to reuse Dir of RE FTE)					
18	Archeologist, Environmental Manager					
20	Director, Special Events					
21	Special Events Coordinator					
22	Special Events Assistant (P/T)					
24	Museum Director					
25	Museum Operations Manager					
26	Museum Collections Specialist					
27	Museum Admin (FY17 New Hire)					
28	Museum Education Coordinator					
29	Museum Historian					
31	Deputy Executive Director/Director of Operations					
32	Deputy Director, Finance					
33	A/P / Utility Billing Assistant					
34	Senior Accountant (P/T)					
35	Procurement Manager					
36	Human Resource Manager					
37	Project Manager					
38	<b>Salaries, Wages and Contract Cost</b>	-	352,254	265,638	709,573	1,327,465
39	Salary Increase (contingent 3% effective Dec 1 P/C plus fringe)			5,777	23,359	29,136
41	Fringe Benefits		138,276	125,428	289,162	552,866
	<b>Total Personnel Services</b>		<b>490,530</b>	<b>396,843</b>	<b>1,022,094</b>	<b>1,909,467</b>
43	Full-Time			6	15	21
44	Contractors			-	-	-
45	Part-Time/Seasonal			-	3	3
	<b>Other Supplemental Labor</b>					
49	Special Events Seasonal Intern		-	-	3,515	3,515
50	Other Temps & Interns		-	-	250	250
	<b>Total Other Supplemental Labor</b>	-	-	-	<b>3,765</b>	<b>3,765</b>
	<b>Management Services</b>					
54	Bay Area Economics		-	-	12,500	12,500
55	Historic Tax Credit Advisors		-	-	-	-
56	John Reynolds, NPS Advisor		-	-	1,500	1,500
57	Visitor Count Survey			6,000		6,000
58	Senior Accountant (Contractor)		-	-	-	-
59	Supplemental Security Services Contract		-	59,696	254,621	314,317
	<b>Total Management Services</b>	-	-	<b>65,696</b>	<b>268,621</b>	<b>334,317</b>
	<b>Public Program Costs</b>					
63	Casemate Museum Operating Costs					-
64	Utilities		-	-	-	-
65	Security		-	-	-	-
66	PILOT (Museum has been declared exempt)		-	-	-	-
67	Repairs, Maint & Custodial		-	-	-	-
68	Contracts		-	-	-	-
69	Publ Rel/Marketing		-	-	-	-
70	Gen & Admin		-	-	-	-
71	Special Events Costs		-	-	-	-
	<b>Total Public Program Costs</b>	-	-	-	-	-

GOVERNMENT FUND		BUDGET FOR FY16-17 FISCAL YEAR				
		Budget approved by FMA Board on 6/16/16				
		FY16 OEA Budget Carryover	FY17 OEA Budget New OEA Grant	FY17 COVA Budget Casemate	FY17 COVA Budget Govt Fund	FY16-17 Budget TOTAL
<b>Utility Operating Costs</b>						
75	Electric Utility Facility Charge		-	-	720,000	720,000
76	Utility Marking Fees (Miss Utility/VUPS)		-	-	2,500	2,500
77	PPEA Operator for Water/Sewer/Stormwater/Gas		-	-	1,366,534	1,366,534
	<b>Total Utility Operating Costs</b>	-	-	-	<b>2,089,034</b>	<b>2,089,034</b>
<b>Public Information, P/R and Marketing</b>						
81	Public Notices		-	-	5,000	5,000
82	Marketing Consultant		-	-	57,000	57,000
83	Public Relations Consultant		-	-	33,000	33,000
84	Marketing - Graphics and Design		-	3,500	2,500	6,000
85	Marketing - Advertising		-	1,000	30,000	31,000
86	Tradeshows		-	-	1,500	1,500
87	Web Site Hosting		-	-	12,800	12,800
88	Domain Name Registrations		-	-	1,000	1,000
	<b>Total Public Information, P/R and Marketing</b>	-	-	<b>4,500</b>	<b>142,800</b>	<b>147,300</b>
<b>Architectural, Engineering and Market Research</b>						
92	Kimley-Horn		16,126	-	136,934	153,060
93	Property Survey Fees		-	-	12,500	12,500
94	GIS Project Phase I and II		-	-	-	-
95	Historic Structure Report (Casemate)	-	-	-	-	-
96	Master Plan Project		-	-	25,000	25,000
97	Matrix Environmental		17,256	-	25,452	42,708
98	Architectural On-Call Service		-	-	35,000	35,000
99	Engineering On-Call Service		-	-	35,000	35,000
100	Unallocated OEA Funding		-	-	-	-
101	Environmental Management Consultant		-	-	35,000	35,000
102	Economic Impact Statement		-	-	-	-
103	Signage Study (OEA)	50,000	-	-	-	50,000
104	NPS Task Agreement P15AC01886		-	-	250,000	250,000
105	Commercial Appraisals		-	-	-	-
106	Disputed Property Appraisals		-	-	-	-
107	Residential Appraisals		-	-	-	-
	<b>Total Arch &amp; Eng and Market Research</b>	<b>50,000</b>	<b>33,382</b>	<b>-</b>	<b>554,886</b>	<b>638,268</b>
<b>General and Administrative</b>						
111	Postal & Express Services		-	-	1,000	1,000
112	Printing Services		4,000	6,500	14,500	25,000
113	Local Exchange Services		12,139	2,000	461	14,600
114	Wireless Services		504	-	8,096	8,600
115	Skilled Services		396	2,100	-	2,496
116	Organization Memberships		1,000	2,200	1,800	5,000
117	Publication Subscriptions		-	-	1,000	1,000
118	Employee Workshops and Conferences		-	15,100	16,000	31,100
119	Employee Education and Development		-	3,200	10,000	13,200
120	Audit Fees		8,600	-	13,900	22,500
121	BRAC Attorney Fees		-	-	32,500	32,500
122	Other Attorney Fees		-	-	75,000	75,000
123	Payroll Fees		-	-	7,000	7,000
124	Reference Checks for HR		-	-	100	100
125	Bank Service Fees		-	-	1,200	1,200
126	Line of Credit Charges		-	-	1,000	1,000
127	Custodial Services		-	24,012	4,802	28,814
128	Grounds Maintenance		-	-	4,741	4,741
129	Building Maintenance and Repair		-	38,284	2,000	40,284
130	Equipment Maintenance and Repair		-	17,000	10,000	27,000
131	Moving and Relocation Services		-	-	5,000	5,000
132	Meeting Cost/Supplies		-	7,300	6,900	14,200
133	Computer IT maintenance and cabling		-	-	51,500	51,500
134	Data Backup Services		-	-	1,200	1,200
135	Travel, Subsistence and Lodging		-	2,000	7,694	9,694

GOVERNMENT FUND		BUDGET FOR FY16-17 FISCAL YEAR				
		Budget approved by FMA Board on 6/16/16				
		FY16 OEA Budget Carryover	FY17 OEA Budget New OEA Grant	FY17 COVA Budget Casemate	FY17 COVA Budget Govt Fund	FY16-17 Budget TOTAL
136	Auto Gas and Maintenance		-	-	1,000	1,000
137	Office Supplies		-	12,000	17,893	29,893
138	Research Materials		-	1,000	1,000	2,000
139	BCOM Cooperative Service Cost		-	-	20,000	20,000
140	Archeologist Service Cost		-	-	15,000	15,000
141	VDEQ Cooperative Service Cost		-	-	5,000	5,000
142	PILOT Fee to Hampton		-	-	4,000	4,000
143	Refuse Service Charges		-	-	2,500	2,500
144	Utilities		-	15,000	20,000	35,000
145	Equipment Rentals		-	-	4,151	4,151
146	Building Rentals		-	-	5,000	5,000
147	Property Insurance		-	-	1,511	1,511
148	Workers Comp Insurance		-	-	1,320	1,320
149	D&O Insurance / Bonding		-	-	5,950	5,950
150	Auto Insurance		-	-	120	120
	<b>Total G&amp;A</b>	-	<b>26,639</b>	<b>147,696</b>	<b>381,839</b>	<b>556,174</b>
	<b>Furniture, Fixtures and Equipment</b>					
154	Desktop Computer Systems		-	-	14,600	14,600
155	Mobile Computers		-	-	1,500	1,500
156	Computer Hardware/server		-	25,000	9,500	34,500
157	Copper/Fiber Network Equipment		-	-	5,000	5,000
158	Computer Software		-	-	9,000	9,000
159	Accounting Software Upgrade		-	-	-	-
160	Utility Billing Software		-	-	15,000	15,000
161	Front Gate Security Cameras		-	-	-	-
162	Office Furniture and Appurtenances		-	-	10,000	10,000
163	Casemate - Water Diverter Shields		-	8,000	-	8,000
164	Casemate - HSR Identified Projects		-	27,600	-	27,600
165	Casemate - Archive Relocation		-	23,607	-	23,607
166	Casemate - Collections Management Software		-	2,350	1,650	4,000
167	Casemate - Door Replacement Phased Project		-	8,000	-	8,000
168	Casemate - Electrical System Study and Upgrade		-	10,000	-	10,000
169	Casemate - FF&E		-	21,000	-	21,000
170	Casemate - HVAC Replacements		-	10,000	-	10,000
	<b>Total FF&amp;E</b>	-	-	<b>135,557</b>	<b>66,250</b>	<b>201,807</b>
173	<b>TOTAL COSTS</b>	<b>50,000</b>	<b>550,551</b>	<b>750,292</b>	<b>4,529,289</b>	<b>5,880,132</b>
	<b>Property and Improvements</b>					
177	VDOT - Sign and Pavement Marking		-	-	35,000	35,000
178	- ADA ramps/sidewalks/curb replace		-	-	165,000	165,000
179	- Bridge Inspections		-	-	17,100	17,100
180	Engineering (Kimley-Horn)		-	-	30,000	30,000
181	Street Sweeping (Veolia)		-	-	27,000	27,000
		-	-	-	<b>274,100</b>	<b>274,100</b>
231	Tenant Improvements (to Enterprise Fund Budget)		-	-	-	-
232	Tenant Improvement for FMA Office Building		-	-	-	-
		-	-	-	-	-
235	<b>Total Property and Improvements</b>	-	-	-	<b>274,100</b>	<b>274,100</b>

GOVERNMENT FUND		BUDGET FOR FY16-17 FISCAL YEAR				
		Budget approved by FMA Board on 6/16/16				
		FY16 OEA Budget Carryover	FY17 OEA Budget New OEA Grant	FY17 COVA Budget Casemate	FY17 COVA Budget Govt Fund	FY16-17 Budget TOTAL
	<b>CASH REQUIRED</b>					
238	Personnel Services	-	490,530	396,843	1,022,094	1,909,467
239	Other Supplemental Labor	-	-	-	3,765	3,765
240	Management Services	-	-	65,696	268,621	334,317
241	Public Program Costs (Casemate)	-	-	-	-	-
242	Utility Operating Costs	-	-	-	2,089,034	2,089,034
243	Public Information, PR & Marketing	-	-	4,500	142,800	147,300
244	Architectural & Engineering	50,000	33,382	-	554,886	638,268
245	General & Administrative	-	26,639	147,696	381,839	556,174
246	Furniture & Equipment	-	-	135,557	66,250	201,807
247	Property & Improvements	-	-	-	274,100	274,100
248	<b>TOTAL COSTS</b>	<b>50,000</b>	<b>550,551</b>	<b>750,292</b>	<b>4,803,389</b>	<b>6,154,232</b>
	<b>CASH AVAILABLE</b>					
	<b>Revenues</b>					
252	Funds Carryover from prior FY		-	-	1,612,029	1,612,029
253	Carryover to next FY		-	-	-	-
254	Casemate Fees for Tours and Admissions		-	-	5,000	5,000
255	Funding (to)/from Enterprise Fund		-	-	(2,313,384)	(2,313,384)
256	<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(696,355)</b>	<b>(696,355)</b>
	<b>Appropriations and Grants</b>					
259	OEA Reimbursement Grant	50,000	550,551	-	-	600,551
260	Fort Monroe Foundation		-	-	-	-
261	VDOT Urban Maintenance Grant		-	-	275,000	275,000
262	NPS Task Agreement P15AC01886		-	-	250,000	250,000
263	NPS Task Agreement Items 2&5 Jul - Jun		-	-	396,420	396,420
264	State Appropriation, General Fund		-	-	5,298,368	5,298,368
265	Miscellaneous Income					
266	Supplemental Appropriation (for contingent 3% pay increase)		-	-	30,248	30,248
268	<b>Total Appropriations and Grants</b>	<b>50,000</b>	<b>550,551</b>	<b>-</b>	<b>6,250,036</b>	<b>6,850,587</b>
270	<b>TOTAL REVENUE &amp; GRANTS</b>	<b>50,000</b>	<b>550,551</b>	<b>-</b>	<b>5,553,681</b>	<b>6,154,232</b>
272	Change in Net Position	0	0	(750,292)	750,292	0



		BUDGET FOR FY16-17 FISCAL YEAR				
<b>ENTERPRISE FUND</b>		Budget approved by FMA Board on 6/16/16				
		Budget	Budget	Budget	Budget	Budget
		Residential	Commercial	Spec Events	Utility Fund	TOTAL
<b>Personnel Services</b>						
7	Asset Manager (Jul-Nov)					
8	Residential Property Manager					
9	Residential Assistant Property Manager (Jan-Jun)					
10	Residential Leasing Assistant (P/T)					
11	Residential Maintenance Supervisor					
12	Residential Accounting Assistant (P/T)					
13	Event Assistant 1 (FY17 New Hire - P/T)					
14	Event Assistant 2 (FY17 New Hire - P/T)					
15	Salaries, Wages Cost	193,018	-	30,726	-	223,744
16	Salary Increase (contingent 3% effective Dec 1 P/C plus fringe)	4,944	-	-	-	4,944
18	Fringe Benefits	84,627	-	-	-	84,627
19	<b>Total Payroll and Fringe</b>	<b>282,589</b>	<b>-</b>	<b>30,726</b>	<b>-</b>	<b>313,315</b>
20	<b>Full -Time</b>	<b>3</b>		<b>-</b>		<b>3</b>
21	<b>Contractors</b>	<b>-</b>		<b>-</b>		<b>-</b>
22	<b>Part-Time</b>	<b>2</b>		<b>2</b>		<b>4</b>
<b>Administrative</b>						
25	Labor-Administration (Includes Office Temps)	-	54,573	-	-	54,573
26	Advertising	2,000	-	-	-	2,000
27	Miscellaneous- Bldg 73 Ofc UTILITIES	2,398	-	-	-	2,398
28	Bank Fees & Finance Charges	-	-	-	-	-
29	Training	7,500	1,000	-	-	8,500
30	Prof. Svcs-Court\Collection (+BAD DEBT EXP)	350	5,000	-	-	5,350
31	Leasing Commission (Non CAM)	-	405,976	-	-	405,976
32	Leasing Expense	-	840	-	-	840
33	Office Supplies	7,680	1,320	-	-	9,000
34	FF&E Exp-Computers\Software (+Onesite Fees)	11,905	-	-	-	11,905
35	FF&E Exp-Copier\Fax	2,899	-	-	-	2,899
36	Depreciation/Amortization Expense	2,899	-	-	-	2,899
37	Pagers\Cell Phones	5,060	4,320	-	-	9,380
38	Postage\Courier	258	300	-	-	558
39	On Line Fees	-	-	-	-	-
40	Telephone-Mgmt Office	4,709	3,720	-	-	8,429
41	Telephone - Life Safety	-	23,340	-	-	23,340
42	Meals\Lodging\Travel	-	2,160	-	-	2,160
43	Conference/Training Fees	-	-	-	-	-
44	Uniforms	200	2,400	-	-	2,600
45	<b>Total Administrative</b>	<b>47,859</b>	<b>504,949</b>	<b>-</b>	<b>-</b>	<b>552,808</b>
<b>Management Fees</b>						
48	Management Fee	-	180,000	-	-	180,000
49	<b>Total Management Fees</b>	<b>-</b>	<b>180,000</b>	<b>-</b>	<b>-</b>	<b>180,000</b>
<b>Insurance</b>						
52	Vehicle Insurance	250	-	-	-	250
53	Property Insurance	35,300	113,987	-	-	149,287
54	<b>Total Insurance</b>	<b>35,550</b>	<b>113,987</b>	<b>-</b>	<b>-</b>	<b>149,537</b>
<b>Cleaning</b>						
57	Cleaning - Office Building 73 (Admin)	1,482	2,496	-	-	3,978
58	Cleaning Contract	14,800	69,852	3,900	-	88,552
59	Cleaning Supplies	543	-	-	-	543
60	<b>Total Cleaning</b>	<b>16,825</b>	<b>72,348</b>	<b>3,900</b>	<b>-</b>	<b>93,073</b>
<b>Service Contracts</b>						
63	HVAC Contract	-	212,062	2,453	-	214,515
64	Extermination Contract	9,600	8,452	420	-	18,472

		BUDGET FOR FY16-17 FISCAL YEAR				
<b>ENTERPRISE FUND</b>		Budget approved by FMA Board on 6/16/16				
		Budget	Budget	Budget	Budget	Budget
		Residential	Commercial	Spec Events	Utility Fund	TOTAL
65	Emergency Generator Contract	-	5,800	-	-	5,800
66	Equipment Service Contract/Lease	-	5,245	-	-	5,245
67	Fire/Life Safety	15,549	44,858	990	-	61,397
68	Landscaping Contract BRICKMAN	21,846	232,961	3,640	-	258,447
69	Landscaping-Plants/Flowers/Mulch BRICKMAN	8,120	13,080	1,500	-	22,700
70	Trash Removal/Recycling Contract	-	8,164	260	-	8,424
71	Alarm Services Contract	-	18,120	720	-	18,840
72	Elevator R&M Contract	-	23,490	103	-	23,593
73	Water Treatment Contract	-	22,921	275	-	23,196
74	<b>Total Service Contracts</b>	<b>55,115</b>	<b>595,153</b>	<b>10,361</b>	<b>-</b>	<b>660,629</b>
<b>Repairs &amp; Maintenance PROP &amp; MAINT DIV</b>						
77	Labor-R & M (includes Maint Temps)	191,745	245,717	650	-	438,112
78	Labor-Building Manager	-	95,459	-	-	95,459
79	Building Interior CARPENTRY	10,000	10,200	400	-	20,600
80	Consulting - Arch/Engr	-	3,891	-	-	3,891
81	Lead-Based Dust Remediation	150,000	-	-	-	150,000
82	Door & Glass Repair\Replacement	400	4,000	-	-	4,400
83	Electrical R & M CONTRACT	8,200	4,800	800	-	13,800
84	Light Bulbs	-	8,000	-	-	8,000
85	Generator Repairs CONTRACT	1,400	4,000	-	-	5,400
86	Equipment R & M	-	1,200	-	-	1,200
87	Maintenance Equipment Rental	25,900	-	-	-	25,900
88	Landscaping R & M	-	7,600	-	-	7,600
89	Locks and Keys	8,631	1,100	-	-	9,731
90	Painting - Interior	165,000	5,000	400	-	170,400
91	Flooring R & M-Interior	120,000	-	-	-	120,000
92	Painting R & M-Exterior	51,500	-	-	-	51,500
93	Irrigation R & M	-	7,900	-	-	7,900
94	Contracts - Other	15,905	1,740	-	-	17,645
95	Plumbing	13,331	3,000	780	-	17,111
96	Fire\Security Equipment R & M	-	25,200	200	-	25,400
97	Signage	-	3,200	-	-	3,200
98	Small Tools	2,864	2,000	-	-	4,864
99	FF&E Exp-Appliances	5,059	-	-	-	5,059
100	FF&E Exp - trash/recycle bins, generators etc	20,831	-	-	-	20,831
101	Supplies R & M (other)	8,836	3,600	-	-	12,436
102	Supplies-Electrical	17,435	-	-	-	17,435
103	Supplies-Landscaping	100	-	-	-	100
104	Supplies-HVAC	17,500	6,000	-	-	23,500
105	Supplies-Painting	3,960	1,200	-	-	5,160
106	Supplies-Plumbing	12,500	3,600	-	-	16,100
107	Vehicle-Fuel (truck-carts-maint trvl)	2,472	-	-	-	2,472
108	Vehicle R & M	3,174	-	-	-	3,174
109	Tenant Improvements (non-capital)	-	38,972	-	-	38,972
110	Building Repairs	-	62,000	-	-	62,000
111	Building renovations for leasing make-ready	-	-	-	-	-
112	HVAC Repairs not in contract	-	180,000	400	-	180,400
113	Snow Removal	-	24,000	2,000	-	26,000
114	Roof R & M Contract + Supplies	44,000	3,000	1,000	-	48,000
115	Gutter Cleaning/Repair	44,000	-	-	-	44,000
116	Tree Maintenance	20,000	35,000	-	-	55,000
117	Fascia/Soffitt Repairs	25,000	-	-	-	25,000
118	Parking Lot Repairs & Striping	-	2,000	-	-	2,000
119	<b>Total Repairs &amp; Maintenance</b>	<b>989,744</b>	<b>793,379</b>	<b>6,630</b>	<b>-</b>	<b>1,789,753</b>
<b>Taxes and Licenses</b>						
122	Real Estate Taxes - PILOT	292,115	632,198	-	-	924,313

		BUDGET FOR FY16-17 FISCAL YEAR				
<b>ENTERPRISE FUND</b>		Budget approved by FMA Board on 6/16/16				
		Budget	Budget	Budget	Budget	Budget
		Residential	Commercial	Spec Events	Utility Fund	TOTAL
123	<b>Total Taxes and Licenses</b>	<b>292,115</b>	<b>632,198</b>	-	-	<b>924,313</b>
<b>Utilities</b>						
126	Electricity	113,001	616,589	8,424	621,502	1,359,516
127	Electricity (Non CAM)	-	-	-	-	-
128	Trash Removal\Recycling Contract CITYHPT	7,067	-	-	-	7,067
129	Water & Sewer	38,452	30,576	3,692	594,664	667,384
130	Fuel & Oil	-	2,100	-	-	2,100
131	Natural Gas	36,338	37,740	4,316	222,404	300,798
132	<b>Total Utilities</b>	<b>194,858</b>	<b>687,005</b>	<b>16,432</b>	<b>1,438,570</b>	<b>2,336,865</b>
<b>Non-Capitalized Non-recurring Costs</b>						
135	Moisture Control Equipment (Fans & Dehumidifiers)	-	-	-	-	-
136	Repairs to B27A & Relocation of Leasing Office	-	-	-	-	-
137	Measurement of Residential Units	-	-	-	-	-
138	Repairs to Post Theater for Re-Use	-	-	50,000	-	50,000
139	Computer Equipment for Leasing/Maintenance Office	1,500	-	-	-	1,500
		-	-	-	-	-
141	<b>Total Non-Capitalized Non-recurring Costs</b>	<b>1,500</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>51,500</b>
<b>TOTAL COSTS</b>		<b>1,916,155</b>	<b>3,579,019</b>	<b>118,049</b>	<b>1,438,570</b>	<b>7,051,793</b>
<b>BALANCE SHEET BUDGET (uses Cash)</b>						
146	Tenant Improvements (non-capital in R&M above)	-	-	-	-	-
147	FF&E - Improvements	-	-	-	-	-
148	Repair residential units (moved to R&M section)	-	-	-	-	-
149	Capital HVAC Upgrades to Building 19	150,000	-	-	-	150,000
150	Central Core Bathrooms in Building 100	-	300,000	-	-	300,000
151	Accesibility Alterations at Building 119	-	-	50,000	-	50,000
152	Oozlefinch Code Compliance Costs	-	200,000	-	-	200,000
153	Building 80 Exterior Painting and Fire Escape Repairs	-	100,000	-	-	100,000
154	Convert Building 80 to residential	-	-	-	-	-
155	<b>Total Balance Sheet Budget</b>	<b>150,000</b>	<b>600,000</b>	<b>50,000</b>	<b>-</b>	<b>800,000</b>

		BUDGET FOR FY16-17 FISCAL YEAR				
<b>ENTERPRISE FUND</b>		Budget approved by FMA Board on 6/16/16				
		Budget	Budget	Budget	Budget	Budget
		Residential	Commercial	Spec Events	Utility Fund	TOTAL
<b>SUMMARY - Enterprise Fund</b>						
<b>Category Totals</b>						
160	Personnel	282,589	-	30,726	-	313,315
161	Administrative	47,859	504,949	-	-	552,808
162	Management Fees	-	180,000	-	-	180,000
163	Insurance	35,550	113,987	-	-	149,537
164	Cleaning	16,825	72,348	3,900	-	93,073
165	Service Contracts	55,115	595,153	10,361	-	660,629
166	Repairs and Maintenance	989,744	793,379	6,630	-	1,789,753
167	Taxes and Licenses	292,115	632,198	-	-	924,313
168	Utilities	194,858	687,005	16,432	1,438,570	2,336,865
169	Non-Capitalized Non-recurring Costs	1,500	-	50,000	-	51,500
170	Balance Sheet Items (require cash)	150,000	600,000	50,000	-	800,000
171	<b>TOTAL COSTS</b>	<b>2,066,155</b>	<b>4,179,019</b>	<b>168,049</b>	<b>1,438,570</b>	<b>7,851,793</b>
<b>Revenues</b>						
177	Residential Leases - Homes	2,745,894	-	-	-	2,745,894
178	Rent Concessions	(77,055)	-	-	-	(77,055)
179	Residential - Garages	5,495	-	-	-	5,495
181	Commercial - Office/Warehouse	-	1,162,802	-	-	1,162,802
182	Event Rentals	-	-	123,443	-	123,443
183	CAM Recoveries	-	62,763	-	-	62,763
184	Utility Reimbursement	-	124,048	-	-	124,048
186	Revenue - Utility Fund	-	-	-	1,245,030	1,245,030
187	NPS Task Agreement Items 1,3&4 Jul - Jun	-	71,000	-	46,662	117,662
188	Other Income	26,372	1,955	-	-	28,327
189	<b>TOTAL REVENUES</b>	<b>2,700,706</b>	<b>1,422,568</b>	<b>123,443</b>	<b>1,291,692</b>	<b>5,538,409</b>
191	Funding to/(from) Government Fund	634,551	(2,756,451)	(44,606)	(146,878)	(2,313,384)