2024 Operating Budget

130-132 Robin Hill

Prepared by:



Kristie Chapman & Amy Devers Westerlay Real Estate Group

2024 Operating Budget: 130-132 Robin Hill Prepared for 130 Robin Hill Road LLC

Account	Account	Description	2024	Jan	Feb	March	April	Мау	June	July	August	Sept	Oct	Nov	Dec
Number	Name		Budget												
4000-0000	INCOME														
4010-0000	RENTAL INCOME														
4010-0020	Rent Income	Based on current Rent Roll.	472,403	39.045	39,045	39,045	39,045	39,045	39.045	39,535	39,535	39,535	39,759	39,759	40,009
4010-9999	TOTAL RENTAL INCOME		472,403	39,045	39,045	39,045	39,045	39,045	39,045	39,535	39,535	39,535	39,759	39,759	40,009
1010 5555			172,105	55,015	55,015	55,015	55,015	35,015	55,015	55,555	55,555	55,555	55,755	55,755	10,005
4020-0000	CAM INCOME														
4020-0010	CAM Income	Recoverable Expenses based on budgeted operating expenses ar	90935	7578	7578	7578	7578	7578	7578	7578	7578	7578	7578	7578	7578
4020-0020	CAM Utility Income	Utility billback for Graphic Ink & FTI.	8,650	2,163	0	0	2,163	0	0	2,163	0	0	2,163	0	0
4020-9999	TOTAL CAM INCOME	-	99,585	9,740	7,578	7,578	9,740	7,578	7,578	9,740	7,578	7,578	9,740	7,578	7,578
4999-9999	TOTAL INCOME	-	571,988	48,786	46,623	46,623	48,786	46,623	46,623	49,275	47,113	47,113	49,500	47,337	47,587
5000-0000	OPERATING EXPENSES														
5001-0000	RECOVERABLE EXPENSES														
5010 0000															
5010-0000 5010-0010	CAM UTILITIES Electricity	Electricity. Based on 2023 actuals through September.	25,020	2,085	2,085	2,085	2,085	2,085	2,085	2,085	2,085	2,085	2,085	2,085	2,085
5010-0010	Gas	Gas. Based on 2023 actuals though September.	5,400	450	2,085	2,085	450	2,085	2,085	450	2,085	450	2,085	2,085	2,085
5010-0020	Water & Sewer	Building & irrigation water. Fire Water Line (\$15/mo)	6,600	550	550	550	550	550	550	550	550	550	550	550	550
5010-9999	TOTAL CAM UTILITIES		37,020	3,085	3,085	3,085	3,085	3,085	3,085	3,085	3,085	3,085	3,085	3,085	3,085
5020-0000	CAM JANITORIAL														
5020 0000		Janitorial contract with Bluebird (\$1750/mo). Includes													
5020-0010	Janitorial Contract	common areas and restrooms. Exterior / Common Area day porter included in contract.	21,000	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750	1,750
5020-0020	Janitorial Extra	Strip and seal tiles. Continguency for additional extra	1,200	100	100	100	100	100	100	100	100	100	100	100	100
5020-0030	Janitorial Supplies	Restroom and cleaning supplies.	1,200	100	100	100	100	100	100	100	100	100	100	100	100
5020-0020	Window Cleaning	Exterior window cleaning per Bluebird proposal.	2,000	0	0	2,000	0	0	0	0	0	0	0	0	0
5020-9999	TOTAL CAM JANITORIAL		25,400	1,950	1,950	3,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950
5030-0000	CAM MAINTENANCE & REPAIR														
5030-0010	Building Repair	Contingency for miscellaneous building repairs and supplies	0	0	0	0	0	0	0	0	0	0	0	0	0
5030-0020	Elevator Contract	Elevator Contract with Republic (includes emergency call	2,964	247	247	247	247	247	247	247	247	247	247	247	247
5030-0040	HVAC Contract	HVAC contract with Smith for quarterly maintenance.	7,400	1,850	0	0	1,850	0	0	1,850	0	0	1,850	0	0
5030-0050	HVAC Extra	Cox line for the controls (\$54 per month). Contingency for	1,800	150	150	150	150	150	150	150	150	150	150	150	150
5030-0060	Lighting Maintenance	For common area, exterior and parking lot lighting	1,200	300	0	0	300	0	0	300	0	0	300	0	0
5030-0070	Locks & Keys	Contingency for servicing common area doors.	300	50	0	50	0	50	0	50	0	50	0	50	0
5030-0080	Painting Pauling Lat Paulin	Contingency for exterior touch up throughout property	0	0	0	0	0	0	0	0	0	0	0	0	0
5030-0090 5030-0100	Parking Lot Repair Plumbing Repair	Seal and stripe by Challange Asphalt completed in 2023. Contingency for plumbing repairs and annual backflow test.	0 1,620	0 100	0 100	0 325	0 100	0 295	0 100	0 100	0 100	0 100	0 100	0 100	0 100
5030-0100	Roof Repair	Annual preventative maintenance for 130 & 132.	450	100	100	525	100	293	100	100	100	100	100	450	100
5030-0110	Other Maintenance & Repair.	Maintenance crew.	4,800	400	400	400	400	400	400	400	400	400	400	400	400
5030-9999	TOTAL CAM MAINTENANCE & RE		20,534	3,097	897	1,172	3,047	1,142	897	3,097	897	947	3,047	1,397	897
5040-0000 5040-0010	CAM ADMINISTRATION	Management for to Westerlay Crown Eived monthly	28,800	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
5040-0010 5040-0020	Management Fees Signs	Management fee to Westerlay Group. Fixed monthly. None budgeted.	28,800	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
5040-0020 5040-9999	TOTAL CAM ADMINISTRATION	None bulgeteu.	28,800	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
5050 0000															
5050-0000 5050-0010	CAM SERVICES	Accounting & online work orders	200	0	0	0	0	0	0	200	0	0	0	0	0
5050-0010	Office Expense Landscape Contract	Accounting & online work orders. Maintenance contract with Enviroscaping. Also includes weekly	200 28,776	2,398	2,398	2,398	0 2,398	0 2,398	2,398	200 2,398	2,398	2,398	0 2,398	0 2,398	2,398
5050-0030	Landscape Contract	Contingency for fertilizer, dump fees & irrigation repair.	28,776 2,400	2,398	2,398	2,398	2,398	2,398	2,398	2,398	2,398	2,398	2,398	2,398	2,398
5050-0040	Pest Control	Quarterly contract w/ Lenz Pest Control for ants.	420	105	200	200	105	200	200	105	200	200	105	200	200
5050-0080	Rubbish	Trash & recycling.	10,956	913	913	913	913	913	913	913	913	913	913	913	913
5050-0070	Security Contract	Nightly security patrols by Mission Security.	5,376	448	448	448	448	448	448	448	448	448	448	448	448
5050-0110	Security & Alarm	Fire Alarm monitoring @ 130 by Low Voltage (\$720 annually),	3,526	364	100	100	364	100	100	364	820	650	364	100	100
5050-9999	TOTAL CAM SERVICES		51,654	4,428	4,059	4,059	4,428	4,059	4,059	4,628	4,779	4,609	4,428	4,059	4,059
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5060-0000 5060-0010 5060-9999	CAM INSURANCE Property Insurance TOTAL CAM INSURANCE	Based on current Aurthur J Gallagher. Flood and excess	22,932 22,932	0	0	0	0	0	0	8,493 8,493	14,439 14,439	0	0	0	0
5070-0000	CAM PROPERTY TAXES														
5070-0010	Property Taxes	Estimated property taxes based on the 2023/2024 property tax bill. Property may be reassessed due to construction.	84,214	0	0	0	41,690	0	0	0	0	0	0	0	42,524
5070-9999	TOTAL CAM PROPERTY TAXES		84,214	0	0	0	41,690	0	0	0	0	0	0	0	42,524
5999-9999	TOTAL RECOVERABLE EXPENS	ES	270,554	14,960	12,391	14,666	56,600	12,636	12,391	23,653	27,550	12,991	14,910	12,891	54,915
6001-0000	UNRECOVERABLE EXPENSES														
6010-0000	ADMINISTRATION														
6010-0040	Franchise Tax	None budgeted.	0	0	0	0	0	0	0	0	0	0	0	0	0
4020-9999	TOTAL ADMINISTRATION		0	0	0	0	0	0	0	0	0	0	0	0	0
6999-9999	TOTAL UNRECOVERABLE EXPE	INSES	0	0	0	0	0	0	0	0	0	0	0	0	0
7999-0000	TOTAL OPERATING EXPENSES	-	270,554	14,960	12,391	14,666	56,600	12,636	12,391	23,653	27,550	12,991	14,910	12,891	54,915
7999-9999	NET OPERATING INCOME	-	301,434	33,826	34,232	31,957	-7,814	33,987	34,232	25,622	19,563	34,122	34,590	34,446	-7,328
8010-0000	DEBT EXPENSE														
8010-0010 8010-9999	Mortgage Interest 1st TOTAL DEBT EXPENSE	None budgeted	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0 0	0	0
8015-0000	EXTRAORDINARY EXPENSES														
	CAPITAL EXPENSE														
8020-0042 8020-9999	Building Improvements TOTAL CAPITAL EXPENSE	None budgeted.	0	0	0	0	0	0	0	0	0	0	0	0	0
0020-9999	TOTAL CAPITAL EXPENSE		Ŭ	0	0	0	0	0	0	0	0	0	0	0	0
8030-0000	LEASING EXPENSE		0	0	0	0	0	0	0	0	0	0	0	0	0
8030-0010 8030-0010	Leasing Commissions Tenant Improvements	TBD. TBD.	0 0	0	0	0 0	0	0	0 0	0 0	0	0	0 0	0	0 0
8030-9999	TOTAL LEASING EXPENSE	-	0	0	0	0	0	0	0	0	0	0	0	0	0
8039-9999	TOTAL EXTRAORDINARY EXP	INDITURES	0	0	0	0	0	0	0	0	0	0	0	0	0
8990-0000	TOTAL OTHER EXPENSES	-	0	0	0	0	0	0	0	0	0	0	0	0	0
9090-0000	TOTAL NET INCOME	-	301,434	33,826	34,232	31,957	-7,814	33,987	34,232	25,622	19,563	34,122	34,590	34,446	-7,328
	ADJUSTMENTS					_		-			_	-		-	
2295-0000	Mortgage Payable TOTAL ADJUSTMENTS	No loan on property.	0	0	0	0	0	0	0	0	0	0	0	0	0
	CASH FLOW	-	301,434	33,826	34,232	31,957	-7,814	33,987	34,232	25 622	10 562	34,122	34,590	34 446	-7,328
	CASH PLOW		301,434	33,020	34,232	31,937	-7,014	33,90/	34,232	23,022	19,503	34,122	34,390	34,440	-7,320

2024	Rent Sc	hedu	le
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30,833

Suite	Tenant	RSF	Expiration	January	February	March	April	Мау	June	July	August	September	October	November	December	TOTAL	
100 105	SBCERS VACANT	8,818 5,241	6/30/2033	16,314.17	16,314.17	16,314.17	16,314.17	16,314.17	16,314.17	16,803.60	16,803.60	16,803.60	16,803.60	16,803.60	16,803.60	198,706.59 0.00	CPI 7/1 annually. Min 3%, Max 5%. Estimate 3% increase.
200 242 250 260	FTI, Inc. MedClaim Cornerstone Medical	4,518 2,228 3,454	MTM 9/30/2026	4,385.00 4,201.13	4,385.00 4,327.17	4,385.00 4,327.17	4,385.00 4,327.17	52,620.00 50,791.68 0.00	New lease needs to reflect increase in SF post construction. Fixed CPI 10/1 annually.								
132-A	Vacant Graphic Ink	6,574 8,282	11/30/2026	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	10,860.00	11,110.00	130,570.00	Fixed CPI 12/1 annually. CPI 10/1 annually. Min 3%, Max 5%. Estimate 3%
132-B 132-C	Paul Wolthausen Paul Wolthausen	2,377 300	9/30/2025 9/30/2025	3,284.94 0.00	3,383.49 0.00	3,383.49 0.00	3,383.49 0.00	39,714.92 0.00	increase. Rent included in 132-B.								
TOTAL		41,792		39,045.24	39,045.24	39,045.24	39,045.24	39,045.24	39,045.24	39,534.67	39,534.67	39,534.67	39,759.25	39,759.25	40,009.25	472,403.20	

PROJECT CAM		BUILDING CAM	
100	21.10%	100	28.60%
105	12.54%	105	17.00%
200	10.81%	200	14.65%
242	5.33%	242	7.23%
250	8.26%	250	11.20%
260	15.73%	260	21.32%
132A	19.82%	Total	100%
132-B & C	6.41%		
Total	100%		

Assumptions Assume Suite 250 lease does not commence until 2025. Assume no rent income from Suite 105 & 260 in 2024. Assume FTI continues MTM at current rate.

130 Robin Hill Road 2024 Budgeted Expenses MedClaim

Building Expenses	2024 Expe	Budgeted nses
Electricity Gas Janitorial Contract Janitorial Extra Janitorial Supplies Window Cleaning Building Repairs Elevator Contract HVAC Contract HVAC Extra Locks & Keys Pest Control	* * * * * * * * * * * *	25,020 5,400 21,000 1,200 2,000 - 2,964 7,400 1,800 300 420
Total Recoveral Building Expenses	\$	68,704
Tenant's Pro-Rata Share - Building Expenses		7.26%
Annual Pro-Rata Share - Building Expenses	\$	4,988
Project Expenses		
Water/Sewer Lighting Maintenance Painting Plumbing Repairs Parking Lot Repairs Roof Repairs Other Maintenance & Repair Management Fee Office Expense Landscape Contract Landscape Extra Rubbish Security Contract Security & Alarm Property Insurance Property Taxes	\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$\$	6,600 1,200 - 1,620 - 450 4,800 28,800 200 28,776 2,400 10,956 5,376 3,526 22,932 84,214
Total Recoveral Project Expenses	\$	201,850
Tenant's Pro-Rata Share - Project Expenses		5.34%
Annual Pro-Rata Share - Project Expenses	\$	10,779
Total Annual Operating Expenses Due	\$	15,767
Total Monthly Amount Due	\$	1,313.89

130 Robin Hill Road 2024 Budgeted Expenses FTI CAM / New Lease. Tenant currently billed quarterly for utilities.

2024 Budgeted Expenses **Building Expenses** \$ Electricity 25.020 \$ 5,400 Gas \$ Janitorial Contract 21,000 \$ Janitorial Extra 1,200 **Janitorial Supplies** \$ 1,200 \$ Window Cleaning 2,000 \$ **Building Repairs** Elevator Contract \$ 2,964 \$ **HVAC Contract** 7,400 \$ HVAC Extra 1,800 \$ Locks & Keys 300 Pest Control \$ 420 **Total Recoveral Building Expenses** \$ 68,704 Tenant's Pro-Rata Share - Building Expenses 14.65% **Annual Pro-Rata Share - Building Expenses** 10,067 \$ **Project Expenses** \$ Water/Sewer 6,600 \$ Lighting Maintenance 1,200 \$ Painting \$ Plumbing Repairs 1,620 \$ Parking Lot Repairs **Roof Repairs** \$ 450 \$ Other Maintenance & Repair 4,800 \$ Management Fee 28,800 \$ Office Expense 200 \$ Landscape Contract 28,776 \$ Landscape Extra 2.400 \$ Rubbish 10,956 Security Contract \$ 5,376 \$ Security & Alarm 3,526 \$ **Property Insurance** 22,932 \$ **Property Taxes** 84,214 \$ **Total Recoveral Project Expenses** 201,850 **Tenant's Pro-Rata Share - Project Expenses** 10.81% Annual Pro-Rata Share - Project Expenses \$ 21,821 **Total Annual Operating Expenses Due** \$ 31,889

\$

2,657.38

Total Monthly Amount Due

130 Robin Hill Road 2024 Budgeted Expenses SBCERS

Building Expenses	2024 E Expen	Budgeted ses
Electricity Gas Janitorial Contract Janitorial Extra Janitorial Supplies Window Cleaning Building Repairs Elevator Contract HVAC Contract HVAC Extra Locks & Keys	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	25,020 5,400 21,000 1,200 2,000 - 2,964 7,400 1,800 300
Pest Control Total Recoveral Building Expenses	\$ \$	420 68,704
Tenant's Pro-Rata Share - Building Expenses	-	28.60%
Annual Pro-Rata Share - Building Expenses	\$	19,649
Project Expenses		
Water/Sewer Lighting Maintenance Painting Plumbing Repairs Parking Lot Repairs Roof Repairs Other Maintenance & Repair Management Fee Office Expense Landscape Contract Landscape Extra Rubbish Security Contract Security & Alarm Property Insurance Property Taxes	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6,600 1,200 - 1,620 - 450 4,800 28,800 200 28,776 2,400 10,956 5,376 3,526 22,932 84,214
Total Recoveral Project Expenses	\$	201,850
Tenant's Pro-Rata Share - Project Expenses		21.10%
Annual Pro-Rata Share - Project Expenses	\$	42,590
Total Annual Amount Due	\$	62,239
Total Monthly Amount Due effective 1/1/24	\$	5,186.54

130 Robin Hill Road 2024 Budgeted Expenses Suite 105 - FUTURE TENANT

Building Expenses

2024 Budgeted Expenses

Electricity Gas Janitorial Contract Janitorial Extra Janitorial Supplies Window Cleaning Building Repairs Elevator Contract HVAC Contract HVAC Extra Locks & Keys Pest Control Total Recoveral Building Expenses	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	25,020 5,400 21,000 1,200 2,000 - 2,964 7,400 1,800 300 420 68,704
Tenant's Pro-Rata Share - Building Expenses		17.00%
Annual Pro-Rata Share - Building Expenses	\$	11,678
Project Expenses		
Water/Sewer Lighting Maintenance Painting Plumbing Repairs Parking Lot Repair Roof Repairs Other Maintenance & Repair Management Fee Office Expense Landscape Contract Landscape Extra Rubbish Security Contract Security & Alarm Property Insurance Property Taxes	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6,600 1,200 - 1,620 - 450 4,800 28,800 200 28,776 2,400 10,956 5,376 3,526 22,932 84,214
Total Recoveral Project Expenses	\$	201,850
Tenant's Pro-Rata Share - Project Expenses		12.54%
Annual Pro-Rata Share - Project Expenses	\$	25,313
Total Annual Amount Due	\$	36,992
Total Monthly Amount Due	\$	3,082.64

130 Robin Hill Road 2024 Budgeted Expenses 132 Robin Hill Suite B & C

Project Expenses	Budgeted enses
Water/Sewer	\$ 6,600
Lighting Maintenance	\$ 1,200
Painting	\$ -
Plumbing Repairs	\$ 1,620
Parking Lot Repairs	\$ -
Roof Repairs	\$ 450
Other Maintenance & Repair	\$ 4,800
Management Fee	\$ 28,800
Office Expense	\$ 200
Landscape Contract	\$ 28,776
Landscape Extra	\$ 2,400
Rubbish	\$ 10,956
Security Contract	\$ 5,376
Security & Alarm	\$ 3,526
Property Insurance	\$ 22,932
Property Taxes	\$ 84,214
Total Recoveral Project Expenses	\$ 201,850
Tenant's Pro-Rata Share - Project Expenses	6.41%
Annual Pro-Rata Share - Project Expenses	\$ 12,930
Total Monthly Amount Due	\$ 1,077.46

130 Robin Hill Road 2024 Budgeted Expenses Suite 250 / Cornerstone Medical

Building Expenses		Budgeted enses
Electricity Gas Janitorial Contract Janitorial Extra Janitorial Supplies Window Cleaning Building Repairs Elevator Contract HVAC Contract HVAC Contract HVAC Extra Locks & Keys Pest Control Total Recoveral Building Expenses	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	25,020 5,400 21,000 1,200 2,000 - 2,964 7,400 1,800 300 420 68,704
Tenant's Pro-Rata Share - Building Expenses		11.20%
Annual Pro-Rata Share - Building Expenses	\$	7,696
Project Expenses		
Water/Sewer Lighting Maintenance Painting Plumbing Repairs Parking Lot Repairs Roof Repairs Other Maintenance & Repair Management Fee Office Expense Landscape Contract Landscape Extra Rubbish Security Contract Security & Alarm Property Insurance Property Taxes	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	6,600 1,200 - 1,620 - 450 4,800 28,800 200 28,776 2,400 10,956 5,376 3,526 22,932 84,214
Total Recoveral Project Expenses	\$	201,850
Tenant's Pro-Rata Share - Project Expenses		8.26%
Annual Pro-Rata Share - Project Expenses	\$	16,682
Total Annual Amount Due	\$	24,379
Total Monthly Amount Due	\$	2,031.56

130 Robin Hill Road 2024 Budgeted Expenses 132 Robin Hill Suite B & C

Project Expenses	2024 Budgeted Expenses					
Water/Sewer Trash	\$ \$	6,600 10,956				
Total Recoveral Project Expenses	\$	17,556				
Tenant's Pro-Rata Share - Project Expenses		19.82%				
Annual Pro-Rata Share - Project Expenses	\$	3,479				
Quarterly Reimbursement	\$	869.77				