Prepared for:
130 Robin Hill Road LLC

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 Number	Account Name	Description	2023 Actuals	2024 Budget	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
4000-0000	**INCOME**															
4010-0000	RENTAL INCOME															
4010-0020	Rent Income	Based on current Rent Roll.	464,902	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		464,902	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
4020-0000	CAM INCOME															
4020-0010	CAM Income	Recoverable Expenses based on budgeted operating expenses an	51,907	90,935	7,578	7,578	7,578	7,578	7,578	7,578	7,578	7,578	7,578	7,578	7,578	7,578
4020-0020	CAM Utility Income	Utility billback for Graphic Ink & FTI.	17,095	8,650	2,163	0	0	2,163	0	0	2,163	0	0	2,163	0	0
4020-9999	TOTAL CAM INCOME		69,002	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**		**533,904**	**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	CAM UTILITIES															
5010-0010	Electricity	Electricity. Based on 2023 actuals through September.	18,434	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
5010-0020	Gas	Gas. Based on 2023 actuals though September.	3,510	5,400	450	450	450	450	450	450	450	450	450	450	450	450
5010-0030	Water & Sewer	Building & irrigation water. Fire Water Line ($15/mo)	5,719	6,600	550	550	550	550	550	550	550	550	550	550	550	550
5010-9999	TOTAL CAM UTILITIES		**27,663**	**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															
5020-0010	Janitorial Contract	Janitorial contract with Bluebird ($1750/mo). Includes common areas and restrooms. Exterior / Common Area day porter included in contract.	19,250	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. Contingency for additional extra cleanings.	750	1,200	100	100	100	100	100	100	100	100	100	100	100	100
5020-0030	Janitorial Supplies	Restroom and cleaning supplies.	655	1,200	100	100	100	100	100	100	100	100	100	100	100	100
5020-0020	Window Cleaning	Exterior window cleaning per Bluebird proposal.	3,965	2,000	0	0	2,000	0	0	0	0	0	0	0	0	0
5020-9999	TOTAL CAM JANITORIAL		**24,620**	**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	0
5030-0020	Elevator Contract	Elevator Contract with Republic (includes emergency call	619	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.	1,850	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 items	2,165	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 maintenance.	0	1,200	300	0	0	300	0	0	300	0	0	300	0	0
5030-0070	Locks & Keys	Contingency for servicing common area doors.	200	300	50	0	50	0	50	0	50	0	50	0	50	0
5030-0080	Painting	Contingency for exterior touch up throughout property including	10,967	0	0	0	0	0	0	0	0	0	0	0	0	0
5030-0090	Parking Lot Repair	Seal and stripe by Challenge Asphalt completed in 2023.	14,750	0	0	0	0	0	0	0	0	0	0	0	0	0
5030-0100	Plumbing Repair	Contingency for plumbing repairs and annual backflow test.	561	1,620	100	100	325	100	295	100	100	100	100	100	100	100
5030-0110	Roof Repair	Annual preventative maintenance for 130 & 132.	1,787	450	0	0	0	0	0	0	0	0	0	0	450	0
5030-0110	Other Maintenance & Repair.	Maintenance crew.	2,662	4,800	400	400	400	400	400	400	400	400	400	400	400	400
5030-9999	TOTAL CAM MAINTENANCE & REPAIR		**35,562**	**20,534**	3,097	897	1,172	3,047	1,142	897	3,097	897	947	3,047	1,397	897
5040-0000	CAM ADMINISTRATION															
5040-0010	Management Fees	Management fee to Westerlay Group. Fixed monthly.	26,400	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	Signs	None budgeted.	6,183	0	0	0	0	0	0	0	0	0	0	0	0	0
5040-9999	TOTAL CAM ADMINISTRATION		**32,583**	**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	CAM SERVICES															
5050-0010	Office Expense	Accounting & online work orders.	1,861	200	0	0	0	0	0	0	200	0	0	0	0	0
5050-0030	Landscape Contract	Maintenance contract with Enviroscaping. Also includes weekly	31,994	28,776	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	Landscape Extra	Contingency for fertilizer, dump fees & irrigation repair.	10,639	2,400	200	200	200	200	200	200	200	200	200	200	200	200
5050-0060	Pest Control	Quarterly contract w/ Lenz Pest Control for ants.	315	420	105	0	0	105	0	0	105	0	0	105	0	0
5050-0070	Rubbish	Trash & recycling.	9,682	10,956	913	913	913	913	913	913	913	913	913	913	913	913
5050-0090	Security Contract	Nightly security patrols by Mission Security.	4,926	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),	22,348	3,526	364	100	100	364	100	100	364	820	650	364	100	100
5050-9999	TOTAL CAM SERVICES		**81,766**	**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
5060-0000	CAM INSURANCE															
5060-0010	Property Insurance	Based on current Aurthur J Gallagher. Flood and excess liability	23,141	22,932	0	0	0	0	0	0	8,493	14,439	0	0	0	0
5060-9999	TOTAL CAM INSURANCE		**23,141**	**22,932**	0	0	0	0	0	0	8,493	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.	82,451	84,214	0	0	0	41,690	0	0	0	0	0	0	0	42,524
5070-9999	TOTAL CAM PROPERTY TAXES		**82,451**	**84,214**	0	0	0	41,690	0	0	0	0	0	0	0	42,524
5999-9999	**TOTAL RECOVERABLE EXPENSES**		**307,785**	**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															
6010-0060	Professional Services	None budgeted.	2,690	0	0	0	0	0	0	0	0	0	0	0	0	0
4020-9999	TOTAL ADMINISTRATION		**2,690**	0	0	0	0	0	0	0	0	0	0	0	0	0
6999-9999	**TOTAL UNRECOVERABLE EXPENSES**			**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
			2,690													
7999-0000	**TOTAL OPERATING EXPENSES**		**310,475**	**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**		**223,429**	**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	Mortgage Interest 1st	None budgeted	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8010-9999	**TOTAL DEBT EXPENSE**		**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
8015-0000	**EXTRAORDINARY EXPENSES**															
8020-0000	CAPITAL EXPENSE															
8020-0020	Roof Replacement	None budgeted.	43,974	0	0	0	0	0	0	0	0	0	0	0	0	0
8020-0042	Building Improvements	None budgeted.	0	0	0	0	0	0	0	0	0	0	0	0	0	0

8020-9999	TOTAL CAPITAL EXPENSE		**43,974**	**0**	0	0	0	0	0	0	0	0	0	0	0	0
8030-0000	LEASING EXPENSE															
8030-0010	Leasing Commissions	TBD.	24,183	0	0	0	0	0	0	0	0	0	0	0	0	0
8030-0010	Tenant Improvements	TBD.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8030-9999	TOTAL LEASING EXPENSE		**24,183**	**0**	0	0	0	0	0	0	0	0	0	0	0	0
8039-9999	**TOTAL EXTRAORDINARY EXPENDITURES**		**68,157**	**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**	**0**
9090-0000	**TOTAL NET INCOME**		**155,272**	**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	No loan on property.	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL ADJUSTMENTS			**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	CASH FLOW		**155,272**	**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**