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## Fill-A-Form

### Proposed Budget

**Project: Weonit Woods**

Site ID:  ▼

Fiscal Year: 2019

Effective Date:  

**PART I - CASH FLOW STATEMENT**

Item	Proposed	Comment
<b>OPERATIONAL CASH SOURCES</b>		
1. RENTAL INCOME	\$247,152.00	
2. RHS RENTAL ASSIST. RECEIVED		
3. APPLICATION FEE RECEIVED		
4. LAUNDRY AND VENDING	\$2200.00	
5. INTEREST INCOME	\$1200.00	0.04% INTEREST ON INVESTMENTS
6. TENANT CHARGES	\$0.00	
7. OTHER - PROJECT SOURCES	\$0.00	
8. LESS (VCNCY @ CNTGNCY ALLW)	-\$1200.00	
9. LESS (AGNCY APRVD INCENTV)	\$0.00	
10. SUB-TTL [(1 THRU 7)-(8@9)]	\$249,352.00	
<b>NON-OPERATIONAL CASH SOURCES</b>		
11. CASH - NON PROJECT	\$0.00	
12. AUTHORIZED LOAN (NON-RHS)	\$0.00	
13. TRANSFER FROM RESERVE	\$12,800.00	
14. SUB-TOTAL (11 THRU 13)	\$12,800.00	
15. TOTAL CASH SOURCES (10+14)	\$262,152.00	
<b>OPERATIONAL CASH USES</b>		
16. TTL O@M EXP (FROM PART II)	\$192,621.00	
17. RHS DEBT PAYMENT	\$43019.40	MPR LOAN
18. RHS PAYMENT (OVERAGE)		
19. RHS PAYMENT (LATE FEE)		
20. REDUCTN IN PRIOR YR PYBLES		
21. TENANT UTILITY PAYMENTS		
22. TRANSFER TO RESERVE	\$36,395.00	
23. RTN OWNER/NP ASSET MGT FEE	\$0.00	
24. SUB-TOTAL (16 THRU 23)	\$272,035.40	
<b>NON-OPERATIONAL CASH USES</b>		
25. AUTHZD DEBT PYMNT (NONRHS)	\$0.00	
26. CAPITAL BUDGET (III 4-6)	\$12,800.00	
27. MISCELLANEOUS	\$0.00	
28. SUB-TOTAL (25 THRU 27)	\$12,800.00	
29. TOTAL CASH USES (24+28)	\$284,835.40	
30. NET (DEFICIT) (15-29)	-\$22,683.40	

**CASH BALANCE**

31. BEGINNING CASH BALANCE	\$51590.00	
32. ACCRUAL TO CASH ADJUSTMENT		
33. ENDING CASH BAL (30+31+32)	\$28,906.60	

**PART II - O@M EXPENSE SCHEDULE**

Item	Proposed	Comment
1. MAINT. @ REPAIRS PAYROLL	\$26148.00	3% INCREASE PER L I
2. MAINT. @ REPAIRS SUPPLY	\$7500.00	
3. MAINT. @ REPAIRS CONTRACT	\$19000.00	
4. PAINTING	\$1000.00	
5. SNOW REMOVAL	\$2000.00	
6. ELEVATOR MAINT./CONTRACT	\$0.00	
7. GROUNDS	\$2200.00	
8. SERVICES	\$900.00	
9. CPTL BGT(PART V OPERATING)	\$23,050.00	
10. OTHER OPERATING EXPENSES	\$0.00	
11. SUB-TTL O@M (1 THRU 10)	\$81,798.00	
12. ELECTRICITY	\$19000.00	
13. WATER	\$2400.00	
14. SEWER	\$0.00	
15. FUEL (OIL/COAL/GAS)	\$12000.00	
16. GARBAGE @ TRASH REMOVAL	\$2800.00	
17. OTHER UTILITIES	\$0.00	
18. SUB-TTL UTIL. (12 THRU 17)	\$36,200.00	
19. SITE MANAGEMENT PAYROLL	\$23053.00	3% INCREASE
20. MANAGEMENT FEE	\$0.00	
21. PROJECT AUDITING EXPENSE	\$4950.00	BASED ON FY2017 ACTUAL COST
22. PROJ. BOOKKEEPING/ACCNTING	\$4440.00	
23. LEGAL EXPENSES	\$150.00	
24. ADVERTISING	\$300.00	
25. PHONE @ ANSWERING SERVICE	\$1450.00	TV, PHONE INTERNET
26. OFFICE SUPPLIES	\$2000.00	
27. OFFICE FURNITURE @ EQUIP.	\$0.00	
28. TRAINING EXPENSE	\$500.00	
29. HLTH INS. @ OTHER BENEFITS	\$17380.00	HALF OF MAINT. HEALTH 21% RETIREMEN
30. PAYROLL TAXES	\$900.00	
31. WORKMANS COMPENSATION	\$2750.00	
32. OTHER ADMIN.EXPENSES	\$0.00	
33. SUB-TTL ADMIN (19 THRU 32)	\$57,873.00	
34. REAL ESTATE TAXES	\$0.00	
35. SPECIAL ASSESSMENTS	\$0.00	
36. OTHR TAXES, LCNSES, PERMTS	\$0.00	
37. PROPERTY @ LIABILITY INS.	\$13500.00	
38. FIDELITY COVERAGE INS.	\$1400.00	
39. OTHER INSURANCE	\$1850.00	Truck insurance
40. SUB-TTL TX/IN (34 THRU 39)	\$16,750.00	
41. TTL O@M EXPS (11+18+33+40)	\$192,621.00	

**PART III - ACCT BUDGET/STATUS**

Item	Proposed	Comment
<b>RESERVE ACCOUNT</b>		
1.BEGINNING BALANCE	\$493232.00	
2. TRANSFER TO RESERVE	\$36395.00	MPR LOAN
<b>TRANSFER FROM RESERVE</b>		

3. OPERATING DEFICIT	\$0.00	
4. CPTL BGT (PART V RESERVE)	\$12,800.00	
5. BUILDING @ EQUIP REPAIR	\$0.00	
6. OTHR NON-OPERATING EXPENSES	\$0.00	
7. TOTAL (3 THRU 6)	\$12,800.00	
8. ENDING BALANCE [(1+2)-7]]	\$515,827.00	

**GENERAL OPERATING ACCOUNT**

BEGINNING BALANCE

ENDING BALANCE

**REAL ESTATE TAX AND INS ESCROW**

BEGINNING BALANCE

ENDING BALANCE

**TENANT SECURITY DEPOSIT ACCT**

BEGINNING BALANCE

ENDING BALANCE

**ANNUAL CAPITAL BUDGET**

Item	Proposed	Reserve	Operating	#Units/ Items	Comment
<b>APPLIANCES</b>					
APPLIANCES - RANGE	\$3600.00	\$3600.00	\$0.00	6	
APPLIANCES - REFRIGERATOR	\$1800.00	\$1800.00	\$0.00	3	
APPLIANCES - RANGE HOOD	\$1200.00	\$1200.00	\$0.00	6	
APPLIANCES - WASHERS @ DRYERS	\$0.00	\$0.00	\$0.00	0	
APPLIANCES - OTHER	\$0.00	\$0.00	\$0.00	0	
<b>CARPET AND VINYL</b>					
CARPET @ VINYL - 1 BR.	\$4000.00	\$4000.00	\$0.00	2	
CARPET @ VINYL - 2 BR.	\$0.00	\$0.00	\$0.00	0	
CARPET @ VINYL - 3 BR.	\$0.00	\$0.00	\$0.00	0	
CARPET @ VINYL - 4 BR.	\$0.00	\$0.00	\$0.00	0	
CARPET @ VINYL - OTHER	\$0.00	\$0.00	\$0.00		
<b>CABINETS</b>					
CABINETS - KITCHENS	\$0.00	\$0.00	\$0.00	0	
CABINETS - BATHROOM	\$0.00	\$0.00	\$0.00	0	
CABINETS - OTHER	\$0.00	\$0.00	\$0.00	0	
<b>DOORS</b>					
DOORS - EXTERIOR	\$2200.00	\$2200.00	\$0.00	11	CNA
DOORS - INTERIOR	\$0.00	\$0.00	\$0.00	0	
DOORS - OTHER	\$0.00	\$0.00	\$0.00	0	
<b>WINDOW COVERINGS</b>					
WINDOW COVERINGS - DETAIL	\$0.00	\$0.00	\$0.00	0	
WINDOW COVERINGS - OTHER	\$0.00	\$0.00	\$0.00	0	
<b>HEAT AND AIR CONDITIONING</b>					
HEAT @ AIR - HEATING	\$0.00	\$0.00	\$0.00	0	
HEAT @ AIR - AIR CONDITIONING	\$0.00	\$0.00	\$0.00	0	
HEAT @ AIR - OTHER	\$0.00	\$0.00	\$0.00		
<b>PLUMBING</b>					
PLUMBING - WATER HEATER	\$0.00	\$0.00	\$0.00	0	
PLUMBING - BATH SINKS	\$0.00	\$0.00	\$0.00	0	
PLUMBING - KITCHEN SINKS	\$0.00	\$0.00	\$0.00	0	
PLUMBING - FAUCETS	\$0.00	\$0.00	\$0.00	0	
PLUMBING - TOILETS	\$0.00	\$0.00	\$0.00	0	
PLUMBING - OTHER	\$0.00	\$0.00	\$0.00	0	
<b>MAJOR ELECTRICAL</b>					

MAJOR ELECTRICAL - DETAIL	\$0.00	\$0.00	\$0.00	
MAJOR ELECTRICAL - OTHER	\$0.00	\$0.00	\$0.00	
<b>STRUCTURES</b>				
STRUCTURES - WINDOWS	\$0.00	\$0.00	\$0.00	0
STRUCTURES - SCREENS	\$0.00	\$0.00	\$0.00	0
STRUCTURES - WALLS	\$0.00	\$0.00	\$0.00	
STRUCTURES - ROOFING	\$0.00	\$0.00	\$0.00	
STRUCTURES - SIDING	\$0.00	\$0.00	\$0.00	
STRUCTURES - EXTERIOR PAINTING	\$0.00	\$0.00	\$0.00	
STRUCTURES - OTHER	\$0.00	\$0.00	\$0.00	
<b>PAVING</b>				
PAVING - ASPHALT	\$0.00	\$0.00	\$0.00	
PAVING - CONCRETE	\$0.00	\$0.00	\$0.00	
PAVING - SEAL AND STRIPE	\$0.00	\$0.00	\$0.00	
PAVING - OTHER	\$0.00	\$0.00	\$0.00	
<b>LANDSCAPE AND GROUNDS</b>				
LNDSCP@GRNDS - LANDSCAPING	\$0.00	\$0.00	\$0.00	
LNDSCP@GRNDS - LAWN EQUIPMENT	\$0.00	\$0.00	\$0.00	
LNDSCP@GRNDS - FENCIN	\$0.00	\$0.00	\$0.00	
LNDSCP@GRNDS - RECREATION AREA	\$0.00	\$0.00	\$0.00	
LNDSCP@GRNDS - SIGNS	\$0.00	\$0.00	\$0.00	
LNDSCP@GRNDS - OTHER	\$0.00	\$0.00	\$0.00	
<b>ACCESSIBILITY FEATURES</b>				
ACCESSIBILITY FEATURES -DETAIL	\$0.00	\$0.00	\$0.00	
ACCESSIBILITY FEATURES -OTHER	\$0.00	\$0.00	\$0.00	
<b>AUTOMATION EQUIPMENT</b>				
AUTOMATION EQUIP. -SITE MNGT.	\$0.00	\$0.00	\$0.00	
AUTOMATION EQUIP. -COMMON AREA	\$0.00	\$0.00	\$0.00	
AUTOMATION EQUIP. -OTHER	\$0.00	\$0.00	\$0.00	
<b>OTHER</b>				
LIST: ?	\$4500.00	\$0.00	\$4500.00	UNIT TURN
LIST: ?	\$16550.00	\$0.00	\$16550.00	TRUCK
LIST: ?	\$2000.00	\$0.00	\$2000.00	4 benches
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$35,850.00</b>	<b>\$12,800.00</b>	<b>\$23,050.00</b>	

**Narrative:**

Capital from Operating;second year of a 3 year lease purchase agreement for truck.

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Last Modified: 6/14/2017