

ASPEN MILL PROFESSIONAL BUILDING



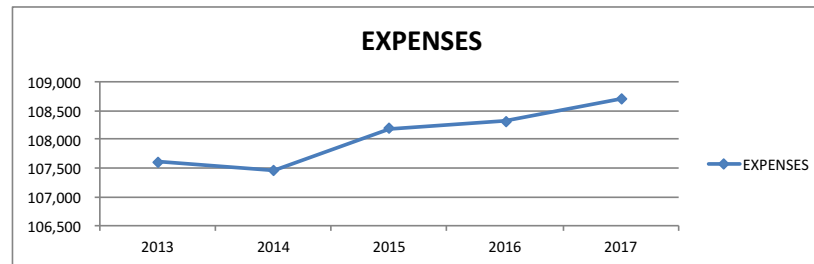
2017 Operating Budget

Draft for Review



Aspen Mill

	2013 Actual	2014 Actual	2015 Actual	2016 Reproj.	2017 Budget
<u>REVENUE</u>					
Condominium Fee	\$ 103,807	\$ 108,672	\$ 107,639	\$ 117,000	\$ 117,000
Reserve Contributions	\$ 51,682	\$ 120,777	\$ 46,536	\$ 47,988	\$ 52,255
Other	\$ -	\$ -	\$ 1,138	\$ -	\$ -
TOTAL REVENUE	\$ 155,489	\$ 229,448	\$ 155,313	\$ 164,988	\$ 169,255
<u>EXPENSES</u>					
Utilities	\$ 11,654	\$ 12,737	\$ 12,954	\$ 13,067	\$ 13,008
Labor	\$ -	\$ -	\$ 6,175	\$ 6,668	\$ 7,500
Janitorial	\$ 21,733	\$ 22,777	\$ 25,331	\$ 24,619	\$ 25,300
Repair & Maintenance	\$ 51,960	\$ 52,029	\$ 39,902	\$ 34,861	\$ 37,120
Administration	\$ 22,267	\$ 19,917	\$ 23,829	\$ 29,095	\$ 25,775
TOTAL EXPENSES	\$ 107,614	\$ 107,460	\$ 108,191	\$ 108,310	\$ 108,703
<u>CONTINGENCY</u>					\$ 8,153
NET OPERATING INCOME					\$ 52,399



SUMMARY NOTES FOR 2017 BUDGET

- 1) For this Budget the condo fees have remained the same.
- 2) The reserves increased by \$10 per unit in order to close the gap that exists with underfunded reserves.
- 3) Increase on the Budget for Telephone is due to the additional lines for the security cameras and alarm system including the internet and wifi.
- 4) The reprojected 2016 "other professional fees" is the additional costs for the Gardner Engineering survey and report.
- 5) The Capital Project refers to the new alarm system installation projected for March for the 3rd floor suites and October for the 2nd floor suites.
- 6) The City will start billing water and sewer on a monthly basis starting October 1st, 2016.
- 7) Waterproofing was included in the Reserves and scheduled for 2018 but we may have to use part or all of the funds in 2017 pending on the results from Gardner Engineering.
- 8) We are anticipating a transfer from the operating account to the reserve account. Amount TBD.

ASPEN MILL

	2013	2014	2015	2016 Reproj	2017 BUDGET
REVENUES					
Condominium Fee	\$ 103,807	\$ 108,672	\$ 107,639	\$ 117,000	\$ 117,000
Contribution to Reserves	\$ 51,682	\$ 120,777	\$ 46,536	\$ 47,988	\$ 52,255
Other Income			\$ 1,138		
TOTAL REVENUES	\$ 155,489	\$ 229,448	\$ 155,313	\$ 164,988	\$ 169,255
EXPENSES					
Electricity	\$ 10,720	\$ 11,681	\$ 11,835	\$ 11,992	\$ 12,000
Water & Sewer	\$ 934	\$ 1,056	\$ 1,119	\$ 1,075	\$ 1,008
UTILITES SUBTOTAL	\$ 11,654	\$ 12,737	\$ 12,954	\$ 13,067	\$ 13,008
Building Manager				\$ -	\$ -
Maintenance			\$ 6,175	\$ 6,668	\$ 7,500
LABOR SUBTOTAL	\$ -	\$ -	\$ 6,175	\$ 6,668	\$ 7,500
Janitorial	\$ 12,000	\$ 12,000	\$ 13,452	\$ 12,279	\$ 12,300
Carpet Cleaning			\$ 954	\$ 956	\$ 1,000
Trash Removal	\$ 9,733	\$ 10,777	\$ 10,925	\$ 11,384	\$ 12,000
Window Cleaning				\$ -	\$ -
JANITORIAL SUBTOTAL	\$ 21,733	\$ 22,777	\$ 25,331	\$ 24,619	\$ 25,300
Electrical Maintenance	\$ 1,101	\$ 4,933	\$ 1,902	\$ 593	\$ 400
Electrical Supplies - Bulbs	\$ 414		\$ 87	\$ -	\$ 100
Fire Safety Systems	\$ 662	\$ 210	\$ 604	\$ 876	\$ 910
Exterior Landscaping	\$ 13,873	\$ 8,760	\$ 9,545	\$ 9,240	\$ 9,500
Parking Lot Repair/Maint.	\$ 1,983	\$ 3,748	\$ 3,192	\$ 2,934	\$ 3,000
Snow Removal	\$ 819	\$ 15,795	\$ 15,128	\$ 11,883	\$ 12,300
H.V.A.C. Maintenance	\$ 1,684		\$ 219	\$ 1,950	\$ -
Roof Repairs/Supplies	\$ 1,968	\$ 1,664		\$ 2,021	\$ 2,000
Painting Repairs/Supplies				\$ 17	\$ 250

2017 REVENUE

Monthly Total Need **\$ 9,750**

CONDOMINIUM FEE

	%	S.F.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
MRM Realty	8.59%	1,997	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 838	\$ 10,050
William B. Hilliard Jr.	4.30%	999	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 419	\$ 5,031
Hijumior Properties LLC	4.26%	990	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 415	\$ 4,984
Regina George	7.06%	1,643	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 688	\$ 8,260
JoAnn Santos	4.25%	989	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 414	\$ 4,973
Jennifer Wise	16.90%	3,929	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 1,648	\$ 19,773
RMJ Partnership LLP	33.57%	7,778	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 3,273	\$ 39,277
RMJ (202 & 204)	8.46%	1,966	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 825	\$ 9,898
Abigail Disalvo	4.16%	968	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 406	\$ 4,867
Chadwick Inc.	8.45%	1,990	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 824	\$ 9,887
	1	23,249	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750	\$ 117,000

Monthly Total Need **\$ 4,355**

RESERVE CONTRIBUTION

	%	S.F.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
MRM Realty	8.59%	1,997	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 374	\$ 4,489
William B. Hilliard Jr.	4.30%	999	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 187	\$ 2,247
Hijumior Properties LLC	4.26%	990	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 186	\$ 2,226
Regina George	7.06%	1,643	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 307	\$ 3,689
JoAnn Santos	4.25%	989	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 185	\$ 2,221
Jennifer Wise	16.90%	3,929	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 736	\$ 8,831
RMJ Partnership LLP	33.57%	7,778	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 1,462	\$ 17,542
RMJ (202 & 204)	8.46%	1,966	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 4,421
Abigail Disalvo	4.16%	968	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 181	\$ 2,174
Chadwick Inc.	8.45%	1,990	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 368	\$ 4,416
	1	23,249	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 4,355	\$ 52,255

ASPEN MILL REVENUE (2017)

Condominium Fee						
Avg. / Unit		\$ 415	\$ 9,750	Total / month		
	Suite #	# of Suites	Exh B	Monthly / Owner	Annual	
MRM Realty	101	2	8.59%	838	\$	10,050
William B. Hilliard Jr.	102	1	4.30%	419	\$	5,031
Hijumior Properties LLC	104	1	4.26%	415	\$	4,984
Regina George	105 / 107	1.5	7.06%	688	\$	8,260
JoAnn Santos	106	1	4.25%	414	\$	4,973
Jennifer Wise	108/205/206/207	4	16.90%	1648	\$	19,773
RMJ Partnership LLP	201/203/301/302/304	8	33.57%	3273	\$	39,277
RMJ Partnership LLP	202/204	2	8.46%	825	\$	9,898
Abigail Disalvo	208	1	4.16%	406	\$	4,867
Chadwick Inc.	306/308	2	8.45%	824	\$	9,887
		23.5	100.00%	\$ 9,750	\$	117,000
Annual						

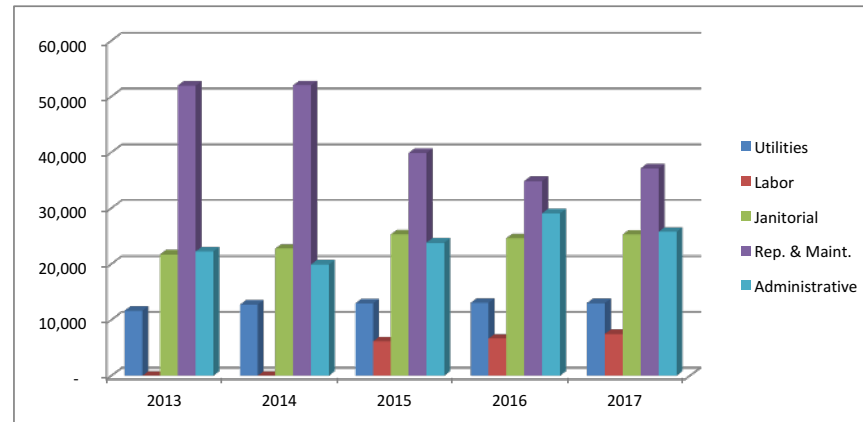
Reserve Fund						
Avg. / Unit		\$ 185	\$ 4,355	Total / month		
	Suite #	# of Suites	Exh B	Monthly / Owner	Annual	
MRM Realty	101	2	8.59%	\$ 374	\$	4,489
William B. Hilliard Jr.	102	1	4.30%	\$ 187	\$	2,247
Hijumior Properties LLC	104	1	4.26%	\$ 186	\$	2,226
Regina George	105 / 107	1.5	7.06%	\$ 307	\$	3,689
JoAnn Santos	106	1	4.25%	\$ 185	\$	2,221
Jennifer Wise	108/205/206/207	4	16.90%	\$ 736	\$	8,831
RMJ Partnership LLP	201/203/301/302/304	8	33.57%	\$ 1,462	\$	17,542
RMJ Partnership LLP	202/204	2	8.46%	\$ 368	\$	4,421
Abigail Disalvo	208	1	4.16%	\$ 181	\$	2,174
Chadwick Inc.	306/308	2	8.45%	\$ 368	\$	4,416
		23.5	100%	\$ 4,355	\$	52,255
Annual						

Current Year Am't / Unit \$ 170.00
 Percent Reserve Escalation 9.00%

Amount for Next Year \$ 185

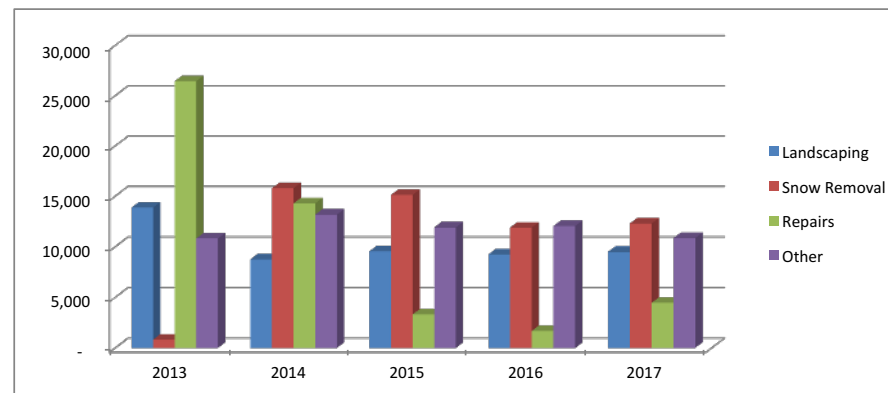
	2013	2014	2015	2016	2017
Utilities	11,654	12,737	12,954	13,067	13,008
Labor	-	-	6,175	6,668	7,500
Janitorial	21,733	22,777	25,331	24,619	25,300
Rep. & Maint.	51,960	52,029	39,902	34,861	37,120
Administrative	22,267	19,917	23,829	29,095	25,775
TOTAL	107,614	107,460	108,191	108,310	108,703

ALL EXPENSES



	2013	2014	2015	2016	2017
Landscaping	13,873	8,760	9,545	9,240	9,500
Snow Removal	819	15,795	15,128	11,883	12,300
Repairs	26,446	14,296	3,316	1,682	4,460
Other	10,821	13,177	11,913	12,056	10,860
Subtotal	51,960	52,029	39,902	34,861	37,120

R & M ONLY



ASPEN MILL 2017 Operating Expense Budget

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
EXPENSES													
Electricity	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
Water & Sewer	84	84	84	84	84	84	84	84	84	84	84	84	1,008
Building Manager													-
Maintenance	625	625	625	625	625	625	625	625	625	625	625	625	7,500
Janitorial	1,025	1,025	1,025	1,025	1,025	1,025	1,025	1,025	1,025	1,025	1,025	1,025	12,300
Carpet Cleaning	250			250			250			250			1,000
Trash Removal	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000
Window Cleaning													-
Electrical Maintenance			100			100			100			100	400
Electrical Supplies - Bulbs			50						50				100
Fire Safety Systems	-	-	510	-	-	400	-	-	-	-	-	-	910
Exterior Landscaping	700	700	700	700	1,300	700	700	700	700	1,200	700	700	9,500
Parking Lot Repair/Maint.	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Snow Removal	4,000	4,000	2,800									1,500	12,300
H.V.A.C. Maintenance													-
Roof Repairs/Supplies					2,000								2,000
Painting Repairs/Supplies												250	250
Plumbing Repairs/Supplies									200				200
General Repairs/Supplies	355	355	355	355	355	355	355	355	355	355	355	355	4,260
Elevator	350	350	350	350	350	350	350	350	350	350	350	350	4,200
Extermination	-	-	-		-	-	-	-	-	-	-	-	-
Accounting - Operations			1,500										1,500
Management Fee	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	12,600
Admin. Supplies			25			25			25				75
Telephone	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Insurance					7,000								7,000
Other Professional Fees			500						500				1,000
TOTAL EXPENSES	10,989	10,739	12,224	6,989	16,339	7,264	6,989	6,739	7,614	7,489	6,739	8,589	108,703

**Indicates contract services

ASPEN MILL

	2016 Actual									Reprojected			Total	Original
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
EXPENSES														
Electricity	1,153	-	2,125	986	931	1,035	920	1,013	1,000	943	943	943	11,992	11,748
Water & Sewer				428					122			525	1,075	1,000
Building Manager													-	
Maintenance	585	390	780	390	780	455	520	878	390	500	500	500	6,668	6,000
Janitorial	1,279		2,000	1,000	1,000	1,000	1,000	1,000	-	2,000	1,000	1,000	12,279	12,300
Carpet Cleaning	239	-	-	239	-		239			239			956	1,000
Trash Removal	1,032	1,032	1,032	1,032	-	1,032	1,591	974	959	900	900	900	11,384	10,800
Window Cleaning													-	
Electrical Maintenance	-	-	473	-	120	-	-	-	-	-	-	-	593	340
Electrical Supplies - Bulbs													-	100
Fire Safety Systems			127	-		748							876	3,000
Exterior Landscaping	640	730	730	730	730	730	730	730	730	1,300	730	730	9,240	10,600
Parking Lot Repair/Maint.	224	224	224	280	224	224	280	224	280	250	250	250	2,934	3,000
Snow Removal	-	5,630	3,753									2,500	11,883	13,500
H.V.A.C. Maintenance											1,950		1,950	250
Roof Repairs/Supplies	2,021	-											2,021	1,500
Painting Repairs/Supplies				17									17	1,000
Plumbing Repairs/Supplies													-	3,000
General Repairs/Supplies	-	-	681	-	300	-	126	125	-	150	150	150	1,682	2,400
Elevator	269	272	272	272	470	479	272	272	272	272	272	272	3,666	3,228
Extermination	-	-	-	-	-	-	-	-	-	-	-	-	-	400
Accounting - Operations									1,295	-			1,295	1,500
Management Fee	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	12,600	12,600
Admin. Supplies	(46)	7	3	8	6	5	6	5	4	4	4	6	14	75
Telephone	108	107	107	107	107	140	285	230	230	230	230	230	2,111	2,700
Insurance			6,946										6,946	6,000
Other Professional Fees	129									6,000			6,129	
TOTAL EXPENSES	8,683	9,442	20,303	6,540	5,718	6,899	7,020	6,500	6,332	13,838	7,979	9,056	108,310	108,041

Reprojected Total	108,310
Original Budget	108,041
Variance	269
Snow Removal Overage	(1,618)

0%

Escalation percent

3.50%

2017

Current reserve balance (reprojected) \$ 145,100 as of 12/31/16

COMMON ELEMENTS	Useful Life	Remaining Life	Current Cost	Future Cost	Required Replacement Reserves Today	Annual Replacement Reserves	Monthly	Expected Expense Year	Budget Yr. Spending
Roof	25	13	\$ 78,000	\$121,989	\$37,440	\$ 6,504	\$ 542	2030	
Elevator	25	8	\$ 75,000	\$98,761	\$51,000	\$ 5,970	\$ 498	2025	
Paving	10	6	\$ 40,000	\$49,170	\$16,000	\$ 5,528	\$ 461	2023	
Concrete	10	3	\$ 7,500	\$8,315	\$5,250	\$ 1,022	\$ 85	2020	
Waterproofing	10	1	\$ 25,000	\$25,875	\$22,500	\$ 3,375	\$ 281	2018	
Elec	30	13	\$ 20,000	\$31,279	\$11,333	\$ 1,534	\$ 128	2030	
Plumbing	30	13	\$ 15,000	\$23,459	\$8,500	\$ 1,151	\$ 96	2030	
Ventilation	25	18	\$ 6,000	\$11,145	\$1,680	\$ 526	\$ 44	2035	
Retaining Walls	30	23	\$ 80,000	\$176,489	\$18,667	\$ 6,862	\$ 572	2040	
Walls	10	8	\$ 25,000	\$32,920	\$5,000	\$ 3,490	\$ 291	2025	
Landscaping	7	5	\$ 15,000	\$17,815	\$4,286	\$ 2,706	\$ 226	2022	
Fire Life Safety Units	25	1	\$ 38,000	\$ 38,000	\$ 38,000	\$ -	\$ -	2017	\$ 38,000
Fire Life Safety Common	25	25	\$ 15,000	\$35,449	\$0	\$ 1,418	\$ 118	2042	
Carpets	10	8	\$ 7,500	\$9,876	\$1,500	\$ 1,047	\$ 87	2025	
Stairwells	7	5	\$ 10,000	\$11,877	\$2,857	\$ 1,804	\$ 150	2022	
Ceiling	15	13	\$ 10,000	\$15,640	\$1,333	\$ 1,101	\$ 92	2030	
TOTALS			\$ 467,000	\$ 708,059	\$ 225,346	\$ 44,038	\$ 3,671		\$ 38,000

	# of Units	Req. per Calc.	To full reserve	Budget Approved
Per Unit	23.5	\$ 156.21	\$ 284.56	\$ 185.00

Reserve Excess / (Shortfall)	(\$80,246)	\$ -	(\$28,076)
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Previous Yr. \$ (88,554) 10% Improvement over last year

	2017	2018	2019	2020	2021	2022	2023	2024	2025
Balance	\$ 145,100	\$ 159,270	\$ 177,433	\$ 221,471	\$ 257,194	\$ 301,232	\$ 315,578	\$ 310,446	\$ 354,484
YTY Oper. Contrib.									
Deposits	\$ 52,170	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038
Expenses	\$ 38,000	\$ 25,875	\$ -	\$ 8,315	\$ -	\$ 29,692	\$ 49,170	\$ -	\$ 141,557
Balance Ending	\$ 159,270	\$ 177,433	\$ 221,471	\$ 257,194	\$ 301,232	\$ 315,578	\$ 310,446	\$ 354,484	\$ 256,965

	2026	2027	2028	2029	2030	2031	2032	2033	2034
Balance	\$ 256,965	\$ 301,003	\$ 345,041	\$ 389,079	\$ 433,117	\$ 284,788	\$ 328,826	\$ 372,864	\$ 416,902
YTY Oper. Contrib.									
Deposits	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038	\$ 44,038
Expenses	\$ -	\$ -	\$ -	\$ -	\$ 192,367	\$ -	\$ -	\$ -	\$ -
Balance Ending	\$ 301,003	\$ 345,041	\$ 389,079	\$ 433,117	\$ 284,788	\$ 328,826	\$ 372,864	\$ 416,902	\$ 460,940