

**CHITTENDEN SOLID WASTE DISTRICT
FY 21 BUDGET WORKSHEET
PROPERTY MANAGEMENT PROGRAM**

| | FY 18 | | FY 19 | | FY 20 | | CY 19 | | FY 21 | | CHANGE FROM | | CHANGE FROM | | | |
|--|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------------|---------------|--------------|---------------|----------------|--------------|----------------|-----------------|
| | ACTUAL | | ACTUAL | | BUDGET | | ACTUAL | | BUDGET | | % | \$ | % | | | |
| REVENUE | | | | | | | | | | | | | | | | |
| 4401 - RENT | \$ | 96,920 | \$ | 96,820 | \$ | 56,910 | \$ | 92,006 | \$ | 88,200 | \$ | 31,290 | 54.98% | \$ | (3,806) | -4.14% |
| Total Revenue | \$ | 96,920 | \$ | 96,820 | \$ | 56,910 | \$ | 92,006 | \$ | 88,200 | \$ | 31,290 | 54.98% | \$ | (3,806) | -4.14% |
| Gross Profit | \$ | 96,920 | \$ | 96,820 | \$ | 56,910 | \$ | 92,006 | \$ | 88,200 | \$ | 31,290 | 54.98% | \$ | (3,806) | -4.14% |
| EXPENSES | | | | | | | | | | | | | | | | |
| SALARIES AND WAGES | | | | | | | | | | | | | | | | |
| 6011 - SALARIES | \$ | 1,906 | | | | | | | \$ | 3,929 | \$ | 3,929 | #DIV/0! | \$ | 3,929 | #DIV/0! |
| SALARIES AND WAGES TOTAL | \$ | 1,906 | \$ | - | | | | \$ | 3,929 | \$ | 3,929 | N/A | \$ | 3,929 | #DIV/0! | |
| BENEFITS | | | | | | | | | | | | | | | | |
| 6021 - FICA | \$ | 154 | | | | | | \$ | 295 | \$ | 295 | #DIV/0! | \$ | 295 | #DIV/0! | |
| 6022 - UNEMPLOYMENT | | | | | | | | \$ | 4 | \$ | 4 | #DIV/0! | \$ | 4 | #DIV/0! | |
| 6023 - RETIREMENT BENEFITS | \$ | 109 | | | | | | \$ | 59 | \$ | 59 | #DIV/0! | \$ | 59 | #DIV/0! | |
| 6024 - LIFE/DISABILITY INSURANCE | \$ | 21 | | | | | | \$ | 37 | \$ | 37 | #DIV/0! | \$ | 37 | #DIV/0! | |
| 6025 - WORKERS COMPENSATION | \$ | 9 | | | | | | \$ | 11 | \$ | 11 | #DIV/0! | \$ | 11 | #DIV/0! | |
| 6026 - DENTAL INSURANCE | \$ | 22 | | | | | | \$ | 74 | \$ | 74 | #DIV/0! | \$ | 74 | #DIV/0! | |
| 6027 - HEALTH INSURANCE - Premiums | \$ | 20 | | | | | | \$ | 1,205 | \$ | 1,205 | #DIV/0! | \$ | 1,205 | #DIV/0! | |
| 6028 - HSA CSWD EXP | | | | | | | | \$ | - | \$ | - | #DIV/0! | \$ | - | #DIV/0! | |
| 6031 - HEALTH INSURANCE - OPT OUT | \$ | 298 | | | | | | \$ | - | \$ | - | #DIV/0! | \$ | - | #DIV/0! | |
| 6033 - HRA CONTRIB EXP | \$ | 6 | | | | | | \$ | - | \$ | - | #DIV/0! | \$ | - | #DIV/0! | |
| BENEFITS TOTAL | \$ | 639 | \$ | - | | | | \$ | 1,685 | \$ | 1,685 | N/A | \$ | 1,685 | #DIV/0! | |
| ADMINISTRATIVE | | | | | | | | | | | | | | | | |
| 6210 - BUSINESS TRAVEL | \$ | 45 | \$ | 33 | \$ | 145 | \$ | 15 | \$ | 145 | \$ | - | 0.00% | \$ | 130 | 882.38% |
| ADMINISTRATIVE COSTS TOTAL | \$ | 45 | \$ | 33 | \$ | 145 | \$ | 15 | \$ | 145 | \$ | - | 0.00% | \$ | 130 | 882.38% |
| PROFESSIONAL FEES | | | | | | | | | | | | | | | | |
| 6341 - LEGAL SERVICES | \$ | 215 | | | \$ | 3,375 | \$ | 90 | \$ | 3,375 | \$ | - | 0.00% | \$ | 3,285 | |
| PROFESSIONAL FEES TOTAL | \$ | 215 | \$ | - | \$ | 3,375 | \$ | 90 | \$ | 3,375 | \$ | - | 0.00% | \$ | 3,285 | MOVED |
| SUPPLIES | | | | | | | | | | | | | | | | |
| 6511 - GENERAL MATERIALS & SUPPLIES | | | | | \$ | - | \$ | 25 | \$ | - | \$ | - | #DIV/0! | \$ | (25) | -100.00% |
| 6522 - BOTTLED WATER | | | \$ | 336 | | | \$ | 847 | | | \$ | - | | | | |
| GENERAL OFFICE SUPPLIES SUB TOTAL | \$ | - | \$ | 336 | \$ | - | \$ | 847 | \$ | - | \$ | - | #DIV/0! | \$ | (847) | -100.00% |
| SUPPLIES TOTAL | \$ | - | \$ | 336 | \$ | - | \$ | 872 | \$ | - | \$ | - | #DIV/0! | \$ | (872) | -100.00% |
| PROPERTY MANAGEMENT | | | | | | | | | | | | | | | | |

| | FY 18 ACTUAL | FY 19 ACTUAL | FY 20 BUDGET | CY 19 ACTUAL | FY 21 BUDGET | CHANGE FROM FY 20 BUDGET | | CHANGE FROM CY 19 ACTUAL | |
|---|------------------|------------------|--------------------|------------------|------------------|-----------------------------|-----------------|-----------------------------|-----------------|
| | | | | | | \$ | % | \$ | % |
| 6712 · MOWING | | | \$ 4,000 | \$ 3,945 | \$ 3,500 | \$ (500) | Moved | \$ (445) | Moved |
| 6713 · PLOWING | \$ 1,700 | \$ 2,250 | \$ 750 | \$ 1,980 | \$ 1,500 | \$ 750 | 100.00% | \$ (480) | -24.24% |
| 6714 · BUILDING MAINTENANCE | \$ 14,346 | \$ 5,862 | \$ 10,000 | \$ 5,476 | \$ 10,500 | \$ 500 | 5.00% | \$ 5,024 | 91.75% |
| 6715 · SKILLED LABOR | | | | \$ 1,317 | | \$ - | BLD MAIN | \$ (1,317) | -100.00% |
| BUILDING & LAND SUB TOTAL | \$ 16,046 | \$ 8,112 | \$ 14,750 | \$ 12,718 | \$ 15,500 | \$ 750 | 5.08% | \$ 2,782 | 21.88% |
| 6720 · UTILITIES | | | | | | | | | |
| 6721 · ELECTRICITY | \$ 553 | \$ 579 | \$ 600 | \$ 648 | \$ 700 | \$ 100 | 16.67% | \$ 52 | 8.06% |
| 6722 · HEATING FUEL | \$ 159 | | \$ 500 | \$ 100 | \$ 250 | \$ (250) | -50.00% | \$ 150 | N/A |
| 6724 · WATER/SEWER | \$ 2,152 | \$ 2,055 | \$ 1,530 | \$ 1,538 | \$ 1,530 | \$ - | 0.00% | \$ (8) | -0.52% |
| UTILITIES SUB TOTAL | \$ 2,863 | \$ 2,634 | \$ 2,630 | \$ 2,285 | \$ 2,480 | \$ (150) | -5.70% | \$ 195 | 8.52% |
| 6730 · COMMERCIAL INSURANCE | | | | | | | | | |
| 6731 · COMMERCIAL INSURANCE PREMI | \$ 10,824 | \$ 10,218 | \$ 9,500 | \$ 6,941 | \$ 9,890 | \$ 390 | 4.11% | \$ 2,949 | 42.49% |
| COMMERCIAL INSURANCE SUB TOTAL | \$ 10,824 | \$ 10,218 | \$ 9,500 | \$ 6,941 | \$ 9,890 | \$ 390 | 4.11% | \$ 2,949 | 42.49% |
| 6740 · GOV'T FEES & TAXES | | | | | | \$ - | | | |
| 6743 · PYMT FOR MUNIC SVCS | \$ 8,933 | \$ 8,984 | \$ 9,433 | | \$ 9,600 | \$ 167 | 1.77% | \$ 9,600 | #DIV/0! |
| 6744 · PROPERTY TAXES | \$ 21,760 | \$ 22,698 | \$ 19,918 | \$ 23,227 | \$ 24,745 | \$ 4,827 | 24.23% | \$ 1,518 | 6.53% |
| 6745 · STATE AND LOCAL TAXES | | | \$ - | \$ - | \$ - | \$ - | #DIV/0! | \$ - | #DIV/0! |
| 6746 · PERMITS | | | \$ - | \$ - | \$ - | \$ - | #DIV/0! | \$ - | #DIV/0! |
| GOV'T FEES & TAXES SUB TOTAL | \$ 30,693 | \$ 31,682 | \$ 29,351 | \$ 23,227 | \$ 34,345 | \$ 4,994 | 17.02% | \$ 11,118 | 47.86% |
| PROPERTY MANAGEMENT TOTAL | \$ 60,427 | \$ 52,646 | \$ 56,231 | \$ 45,171 | \$ 62,215 | \$ 5,984 | 10.64% | \$ 17,044 | 37.73% |
| INTERDEPARTMENTAL CHARGES | | | | | | | | | |
| 6901 · MAINTENANCE & ROLL OFF CHARGI | \$ 1,080 | \$ 8,524 | \$ 7,596 | \$ 6,678 | \$ - | \$ (7,596) | -100.00% | \$ (6,678) | -100.00% |
| INTERDEPARTMENTAL CHARGES TOTAL | \$ 1,080 | \$ 8,524 | \$ 7,596 | \$ 6,678 | \$ - | \$ (7,596) | -100.00% | \$ (6,678) | -100.00% |
| TOTAL EXPENSES | \$ 64,312 | \$ 61,538 | \$ 67,347 | \$ 53,021 | \$ 71,349 | \$ 4,002 | 5.94% | \$ 18,328 | 34.57% |
| NET PROFIT FROM OPERATIONS | \$ 32,608 | \$ 35,282 | \$ (10,437) | \$ 38,985 | \$ 16,851 | \$ 27,288 | -261.46% | \$ (22,134) | -56.78% |
| CONTRIBUTION TO CAPITAL | \$ (23,259) | | | | | | | | |
| SUPPORT PROGRAMS ALLOCATION | \$ (9,349) | | \$ 10,437 | | \$ (16,851) | \$ (27,288) | -261.45% | \$ (16,851) | #DIV/0! |
| NET AFTER ALLOCATIONS | \$ - | \$ - | \$ 0 | \$ 38,985 | \$ - | \$ (0) | -100.00% | \$ (38,985) | -100.00% |
| DOC RA STABILIZATION | | | | | | | | | |
| TFR FROM (To) RESERVES | | | | | | | | | |
| SWMF SUBSIDY | | | | | | | | | |
| TFR TO (from) UNDESIG FUND BALANCE | | | | | | | | | |
| PROGRAM NET | \$ - | \$ - | \$ 0 | \$ 38,985 | \$ - | \$ (0) | (1) | \$ (38,985) | (1) |

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2021

PROGRAM: PROPERTY MANAGEMENT PROGRAM

PREPARED BY: AMY JEWELL

Category RENT

PROGRAMMATIC NEED OR MANDATE:

This Account records all revenue received from tenants

BREAKDOWN OF COSTS:

RENTS

| | Rent per month | Months Rented | |
|----------------------|----------------|---------------|-----------|
| 432 REDMOND ROAD | \$ 1,500 | 12 | \$ 18,000 |
| 860 REDMOND ROAD | \$ 950 | 12 | \$ 11,400 |
| 1043 REDMOND ROAD | \$ 1,400 | 12 | \$ 16,800 |
| 195 FLYNN AVE EAST | \$ 1,300 | 12 | \$ 15,600 |
| 195 FLYNN AVE MIDDLE | \$ 900 | 12 | \$ 10,800 |
| 195 FLYNN AVE WEST | \$ 1,300 | 12 | \$ 15,600 |
| | | 12 | \$ - |
| | | | \$ 88,200 |

| | ACTUAL FY18 | ACTUAL FY19 | BUDGET FY 20 | ACTUAL CY 19 | BUDGET FY 21 |
|-------------|----------------|----------------|-----------------|-----------------|-----------------|
| 4401 · RENT | \$ 96,920 | \$ 96,820 | \$ 56,910 | \$ 92,006 | \$ 88,200 |

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

860 Redmond Road - increased rental back from 1 month to 12 months from FY 20.

Flynn Avenue Property - FY 20 assumed sale of property. MOU extended thru 2021, rentals back in at 100%.

BUDGET FORM FISCAL 2021

PROGRAM: PROPERTY
 PREPARED BY: AMY JEWELL

Category Administrative Costs

These accounts track activities that are needed to support the regular business activities of the District.

BREAKDOWN OF COSTS:

| | | | Line Item | Program Subtotal |
|-------------------|-----|------|-----------|------------------|
| Mileage (# miles) | 250 | 0.58 | \$ 145.00 | |
| Meals | | | | |
| Lodging | | | | \$ - |

Administrative Costs Total \$ 145

| | ACTUAL FY18 | ACTUAL FY19 | BUDGET FY 20 | ACTUAL CY 19 | BUDGET FY 21 |
|------------------------|----------------|----------------|-----------------|-----------------|-----------------|
| | FY17 | FY18 | FY 19 | CY 21 | FY 22 |
| 6210 · BUSINESS TRAVEL | \$ 45 | \$ 33 | \$ 145 | \$ 15 | \$ 145 |
| | \$ 45 | \$ 33 | \$ 145 | \$ 15 | \$ 145 |

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2021

PROGRAM: PROPERTY
 PREPARED BY: AMY JEWELL
 Category: Professional Fees

These accounts capture the cost of the outside expertise needed to support staff in the district.

BREAKDOWN OF COSTS:

| | | LINE ITEM | Program Subtotal |
|-------------------------|--------------------------|-----------|------------------|
| Accountant Fees | | 0 | 0 |
| | | 0 | \$ - |
| Auditor fees | | | \$ - |
| Engineering | | 0 | 0 |
| | | 0 | \$ - |
| Legal Services | Attorney hours: 15 hours | 225 3375 | 0 |
| | | 0 | \$ 3,375 |
| IT Development | | 0 | 0 |
| | | 0 | \$ - |
| | | | \$ - |
| Professional Fees Total | | 0 | \$ 3,375 |

| | ACTUAL FY18 | ACTUAL FY19 | BUDGET FY 20 | ACTUAL CY 19 | BUDGET FY 21 |
|---------------------------------------|----------------|----------------|-----------------|-----------------|-----------------|
| 6341 · LEGAL SERVICES | \$ 215 | \$ - | \$ 3,375 | \$ 90 | \$ 3,375 |
| Total 6300 · PROFESSIONAL FEES | \$ 215 | \$ - | \$ 3,375 | \$ 90 | \$ 3,375 |

SIGNIFICANT CHANGES FROM PREVIOUS YEAR:

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2021

PROGRAM: PROPERTY MANAGEMENT PROGRAM
PREPARED BY: AMY JEWELL

Category Property Management

PROGRAMMATIC NEED OR MANDATE:

These accounts support the Rental Properties, the Act 250 Permit, and any other activities for property not controlled by another program

BREAKDOWN OF COSTS:

| PROPERTY MANAGEMENT | | Line Item | Program Subtotal |
|----------------------------------|-----------------------------|-----------|---------------------|
| 6710 · BUILDING & LAND | | | |
| 6711 · BUILDING LEASE | | | |
| 6712 · MOWING | Velco - mowing/brushhogging | 3500 | |
| 6713 · PLOWING | Flynn Avenue | 1500 | |
| 6714 · BUILDING MAINTENANCE | 3 residential/Flynn Avenue | 10500 | |
| 6715 · SKILLED LABOR | | | <u>\$ 15,500</u> |
| 6720 · UTILITIES | | | |
| 6721 · ELECTRICITY | Flynn Lights, or vacancy | 700 | |
| 6722 · HEATING FUEL | possible vacancy | 250 | |
| 6724 · WATER/SEWER | flynn water, stormwater | 1530 | <u>\$ 2,480</u> |
| 6730 · COMMERCIAL INSURANCE | | | |
| 6731 · COMMERCIAL INSURANCE | | 9890 | <u>\$ 9,890</u> |
| 6732 · COMM INSURANCE RESERV | | | |
| 6740 · GOV'T FEES & TAXES | | | |
| 6741 · HOST TOWN FEES | | | |
| 6742 · IMPACT FEES | | | |
| 6743 · PYMT FOR MUNIC SVCS | Host Town payment | 9600 | |
| 6744 · PROPERTY TAXES | | 24745 | |
| 6745 · STATE AND LOCAL TAXES | | | |
| 6746 · PERMITS | | | <u>\$ 34,345</u> |
| PROPERTY MANAGEMENT TOTAL | | | \$ 62,215.00 |

CHITTENDEN SOLID WASTE DISTRICT
BUDGET FORM FISCAL 2021

PROGRAM: PROPERTY MANAGEMENT PROGRAM
 PREPARED BY: AMY JEWELL
 Category MAINTENANCE CHARGES

PROGRAMMATIC NEED OR MANDATE:

This is charged by the Maintenance program and is not at the control of the program manager.

BREAKDOWN OF COSTS:

| | | Line Item | Program Subtotal |
|---------------------|-----|-----------|------------------|
| Maintenance Charges | 950 | | 0 |

| | ACTUAL FY18 | ACTUAL FY19 | BUDGET FY 20 | ACTUAL CY 19 | BUDGET FY 21 |
|------------------------------------|----------------|----------------|-----------------|-----------------|-----------------|
| 6901 · MAINTENANCE & ROLL OFF C \$ | 1,080 \$ | 8,524 \$ | 7,596 \$ | 6,678 \$ | - |

SIGNIFICANT CHANGES FROM PREVIOUS YEAR: