

Monona Shores 2022 Budget Worksheet

Revision = 2370 – 2022 Operating Budget

Property = 2370,Book = Accrual,Start Month = 01/2022,Duration = 12 months

Account Number	Account Name	D N	G/L Budget 01/2021-12/2021	Row Total	January	February	March	April	May	June	July	August	September	October	November	December
4001-0000	Operating Income/(Loss)															
4003-0000	Rental Income															
4020-0000	Gross Potential Rent	1	1,317,391	1,343,739	111,978	111,978	111,978	111,978	111,978	111,978	111,978	111,978	111,978	111,978	111,978	111,978
4022-0000	Less: Vacancy Loss	1	-65,870	-15,402	-906	-906	-906	-906	-1,812	-1,812	-1,812	-1,812	-1,812	-906	-906	-906
4023-0000	Less: Concessions	1	-6,000	-1,800	-150	-150	-150	-150	-150	-150	-150	-150	-150	-150	-150	-150
4025-0000	Loss or Gain to Lease		0	-30,000	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500	-2,500
4053-0000	Utilities Income	1	8,640	6,600	550	550	550	550	550	550	550	550	550	550	550	550
4061-0000	Pet Charge	1	6,000	6,000	500	500	500	500	500	500	500	500	500	500	500	500
4199-9999	Total Rental Income		1,260,161	1,309,137	109,472	109,472	109,472	109,472	108,566	108,566	108,566	108,566	108,566	109,472	109,472	109,472
4200-0000	Other Income															
4207-0000	Damage Forfeit Fees	1	3,200	2,400	200	200	200	200	200	200	200	200	200	200	200	200
4209-0000	Late Charges/NSF Fees	1	8,400	6,840	570	570	570	570	570	570	570	570	570	570	570	570
4210-0000	Application Fee Income	1	1,200	1,200	100	100	100	100	100	100	100	100	100	100	100	100
4299-9999	Total Other Income		12,800	10,440	870	870	870	870	870	870	870	870	870	870	870	870
4999-9999	Total Income		1,272,961	1,319,577	110,342	110,342	110,342	110,342	109,436	109,436	109,436	109,436	109,436	110,342	110,342	110,342
7000-0002	Operating Expenses															
8000-9999	Janitorial															
8010-0000	Janitorial Services	1	15,864	19,500	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625
8010-0001	Janitorial Vacant Units		0	4,800	400	400	400	400	400	400	400	400	400	400	400	400
8012-0000	Janitorial Supplies	1	600	900	75	75	75	75	75	75	75	75	75	75	75	75
8113-0500	Total Janitorial		16,464	25,200	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100
8113-9999	Other Janitorial															
8116-0000	Carpet Cleaning		0	2,100	300	150	150	150	150	150	300	150	150	150	150	150

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8135-9999	Total Other Janitorial		0	2,100	300	150	150	150	150	150	300	150	150	150	150	150
8140-0000	HVAC															
8142-0000	HVAC	1	7,440	33,620	720	4,887	720	720	4,887	4,887	4,867	720	720	720	4,887	4,887
8149-9999	Total HVAC		7,440	33,620	720	4,887	720	720	4,887	4,887	4,867	720	720	720	4,887	4,887
8160-0001	Repairs and Maintenance															
8171-0000	Trash Removal	1	28,800	32,397	2,596	2,596	2,846	2,596	2,846	2,596	2,846	2,596	2,846	2,596	2,846	2,596
8182-0000	Electrical Repairs	1	6,000	6,000	500	500	500	500	500	500	500	500	500	500	500	500
8192-0000	Windows	1	3,600	3,600	450	0	0	450	450	450	450	450	0	450	0	450
8200-0000	Maintenance Labor	1	69,000	75,600	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300
8202-0000	Maintenance and Cleaning Supplies	1	9,000	12,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
8204-0000	Maintenance - General	1	10,350	13,125	0	0	0	0	13,125	0	0	0	0	0	0	0
8208-0000	Painting	1	22,800	19,600	1,050	1,050	1,050	1,050	8,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050
8209-0000	Carpet Floor Repair	1	600	600	50	50	50	50	50	50	50	50	50	50	50	50
8215-0000	Plumbing Repairs	1	10,000	10,000	1,633	433	433	1,633	433	433	1,633	433	433	1,633	433	433
8216-0000	Signage	1	1,500	2,000	0	0	0	0	0	2,000	0	0	0	0	0	0
8219-0000	Appliance Repair	1	4,800	4,800	400	400	400	400	400	400	400	400	400	400	400	400
8220-0000	Appliance Replacement	1	0	7,000	0	1,750	0	0	1,750	0	0	1,750	0	0	1,750	0
8222-0000	Landscape Lawn Service	1	12,000	12,800	0	0	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	0	0
8224-0000	Landscaping and Grounds	1	19,240	9,000	0	0	0	0	5,000	4,000	0	0	0	0	0	0
8227-0000	Exterminating	1	3,600	3,600	300	300	300	300	300	300	300	300	300	300	300	300
8229-0000	Security	1	480	520	130	0	0	130	0	0	130	0	0	130	0	0
8230-0000	Fire and Life Safety	1	1,325	6,125	450	450	450	450	450	450	450	450	450	975	650	450
8232-0000	Snow Removal	1	30,000	31,800	5,300	5,300	5,300	5,300	0	0	0	0	0	0	5,300	5,300

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8233-0000	Water Treatment	1	3,000	3,300	275	275	275	275	275	275	275	275	275	275	275	275
8249-9999	Total Repairs and Maintenance		236,095	253,867	20,434	20,404	20,504	22,034	42,529	21,404	16,984	17,154	15,204	17,259	20,854	19,104
8250-0001	Utilities															
8251-0000	Electricity	1	18,110	19,200	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600	1,600
8253-0000	Water and Sewer	1	52,013	54,700	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558	4,558
8254-0000	Gas	1	7,093	7,560	630	630	630	630	630	630	630	630	630	630	630	630
8259-9999	Total Utilities		77,216	81,460	6,788	6,788	6,788	6,788	6,788	6,788	6,788	6,788	6,788	6,788	6,788	6,788
8260-0001	General and Administrative															
8295-0000	Advertising and Marketing	1	12,596	12,848	1,071	1,071	1,071	1,071	1,071	1,071	1,071	1,071	1,071	1,071	1,071	1,071
8330-0000	Management Fees	1	52,696	53,750	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479	4,479
8331-0000	Management Salaries	1	51,330	55,200	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600	4,600
8331-0001	Leasing Salaries	1	33,134	40,021	3,011	3,011	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400
8340-0000	Office Supplies	1	5,225	5,856	488	488	488	488	488	488	488	488	488	488	488	488
8345-0000	Telephone	1	2,040	2,160	180	180	180	180	180	180	180	180	180	180	180	180
8347-0000	Professional Fees		0	2,700	0	0	2,700	0	0	0	0	0	0	0	0	0
8349-0000	Other Admin Expense	1	6,817	7,200	600	600	600	600	600	600	600	600	600	600	600	600
8358-0000	Employee Rent	1	12,660	12,924	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077	1,077
8399-9999	Total General and Administrative		176,498	192,659	15,506	15,506	18,595	15,895	15,895	15,895	15,895	15,895	15,895	15,895	15,895	15,895
8400-0000	Other Expenses															
8420-0000	Other Miscellaneous Expense	1	2,600	2,660	2,660	0	0	0	0	0	0	0	0	0	0	0
8440-0000	Tenant Screening	1	2,200	2,400	200	200	200	200	200	200	200	200	200	200	200	200
8459-9999	Total Other Expenses		4,800	5,060	2,860	200	200	200	200	200	200	200	200	200	200	200

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8460-0000	Insurance																
8461-0000	Insurance Premiums	1		19,465	20,830	0	0	0	0	0	20,830	0	0	0	0	0	0
8465-9999	Total Insurance			19,465	20,830	0	0	0	0	0	20,830	0	0	0	0	0	0
8466-0000	Real Estate Taxes																
8467-0000	Real Estate Taxes	1		40,000	40,000	40,000	0	0	0	0	0	0	0	0	0	0	0
8470-9998	Total Real Estate Taxes			40,000	40,000	40,000	0	0	0	0	0	0	0	0	0	0	0
8475-9999	Total Operating Expenses			577,978	654,796	88,708	50,035	49,057	47,887	72,549	72,254	47,134	43,007	41,057	43,112	50,874	49,124
8599-9999	Net Operating Income/(Loss)			694,983	664,781	21,634	60,307	61,285	62,455	36,887	37,182	62,302	66,429	68,379	67,230	59,468	61,218
8600-0000	Non-Operating Expenses																
8751-0000	Mortgage/Note Interest	1		84,924	84,924	7,077	7,077	7,077	7,077	7,077	7,077	7,077	7,077	7,077	7,077	7,077	7,077
8755-0000	Legal Fees	1		2,400	2,700	225	225	225	225	225	225	225	225	225	225	225	225
8761-0000	Other Professional Fees	1		8,905	9,090	0	0	0	9,090	0	0	0	0	0	0	0	0
8762-0000	Capital Expenditures	1		102,660	78,900	6,575	6,575	6,575	6,575	6,575	6,575	6,575	6,575	6,575	6,575	6,575	6,575
8763-0000	Asset Management Fee	1		13,759	14,448	1,204	1,204	1,204	1,204	1,204	1,204	1,204	1,204	1,204	1,204	1,204	1,204
8767-0001	Reserve Transfer			0	96,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
8769-0000	Reserve Fund Expenses	1		0	91,000	0	45,000	0	16,000	30,000	0	0	0	0	0	0	0
8800-0000	Depreciation Expense	1		446,014	446,014	37,168	37,168	37,168	37,168	37,168	37,168	37,168	37,168	37,168	37,168	37,168	37,168
8810-0000	Bad Debt	1		16,000	8,000	0	0	2,000	0	0	2,000	0	0	2,000	0	0	2,000
8820-9999	Total Non-Operating Expenses			674,662	831,076	60,249	105,249	62,249	85,339	90,249	62,249	60,249	60,249	62,249	60,249	60,249	62,249
9999-9998	Net Income/(Loss)			20,321	-166,295	-38,615	-44,942	-964	-22,884	-53,362	-25,067	2,053	6,180	6,130	6,981	-781	-1,031
				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	CASH FLOW			20,321	-166,295	-38,615	-44,942	-964	-22,884	-53,362	-25,067	2,053	6,180	6,130	6,981	-781	-1,031