







## Eastern Gardens

January 1, 2014 through December 31, 2014

Schedule Date:

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## Budget Schedule Z

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Totals
6542-050 REPAIRS CONTRACT-APPLIANCES [ 51 ]	147	147	147	147	147	147	147	147	147	147	147	147	1,767
6542-200 REPAIRS CONTRACT-ELECTRICAL [ 52 ]	438	438	438	438	438	438	438	438	438	438	438	438	5,261
6542-300 REPAIRS CONTRACT-PLUMBING [ 53 ]	1,046	1,046	1,046	1,046	1,046	1,046	1,046	1,046	1,046	1,046	1,046	1,046	12,546
6542-400 REPAIRS CONTRACT-CARPET/FLOOR [ 54 ]	16	16	16	16	16	16	16	16	16	16	16	16	197
6542-900 REPAIRS CONTRACT-MISC. [ 55 ]	1,243	1,243	1,243	1,243	1,243	1,243	1,243	1,243	1,243	1,243	1,243	1,243	14,916
6546-000 HEATING & A/C REPAIRS & MAINT. [ 56 ]	696	696	696	696	696	696	696	696	696	696	696	696	8,357
6547-000 SWIMMING POOL CONTRACT [ 57 ]	497	497	497	497	497	497	497	497	497	497	497	497	5,960
6547-050 POOL REPAIRS [ 58 ]	42	42	42	42	42	42	42	42	42	42	42	42	500
6560-100 INTERIOR PAINTING CONTRACT [ 59 ]	17	17	17	17	17	17	17	17	17	17	17	17	200
6560-110 PAINTING SUPPLIES [ 60 ]	20	20	20	20	20	20	20	20	20	20	20	20	240
6561-100 WINDOW COVERINGS [ 61 ]	55	55	55	55	55	55	55	55	55	55	55	55	663
6590-000 SECURITY GATE SERVICING/MAINT. [ 62 ]	183	183	183	183	183	183	183	183	183	183	183	183	2,191
6590-000 MISC. OPER. & MAINT. REPAIRS [ 63 ]	25	25	25	25	25	25	25	25	25	25	25	25	300
<b>TOTAL OPERATING &amp; MAINT. EXPENSE</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>9,397</b>	<b>112,769</b>
<b>TAXES AND INSURANCE</b>													
6710-000 PROPERTY TAXES - REAL [ 64 ]	1,745	1,745	1,745	1,745	1,745	1,745	1,745	1,745	1,745	1,745	1,745	1,745	20,939
6719-000 BUSINESS TAX & LICENSE [ 65 ]	186	186	186	186	186	186	186	186	186	186	186	186	2,236
6720-000 PROPERTY & LIAB. INS. (HAZARD) [ 66 ]	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	17,582
6729-000 OTHER INSURANCE [ 67 ]	247	247	247	247	247	247	247	247	247	247	247	247	2,963
<b>TOTAL TAXES AND INSURANCE</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>3,643</b>	<b>43,720</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>33,481</b>	<b>32,237</b>	<b>32,237</b>	<b>32,237</b>	<b>32,107</b>	<b>32,107</b>	<b>33,541</b>	<b>31,852</b>	<b>32,107</b>	<b>32,107</b>	<b>32,107</b>	<b>33,675</b>	<b>389,796</b>
<b>NET OPERATING INCOME</b>	<b>13,314</b>	<b>14,558</b>	<b>14,558</b>	<b>14,558</b>	<b>14,688</b>	<b>14,688</b>	<b>13,253</b>	<b>14,943</b>	<b>14,688</b>	<b>14,688</b>	<b>14,688</b>	<b>13,120</b>	<b>171,742</b>



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	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Totals
<b>NET INCOME</b>	5,963	7,207	7,207	7,207	7,336	7,336	5,902	7,591	7,336	7,336	7,336	5,769	83,525

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**CASH FLOW/(LOSS)**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Totals
NET INCOME (As Per Above)	5,963	7,207	7,207	7,207	7,336	7,336	5,902	7,591	7,336	7,336	7,336	5,769	83,525
LESS: PRINCIPAL ON 1ST LOAN [ 75 ]	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(4,488)	(53,860)
LESS: R & R DEPOSIT [ 76 ]	(983)	(983)	(983)	(983)	(983)	(983)	(983)	(983)	(983)	(983)	(983)	(983)	(11,796)
PLUS: R & R WITHDRAWALS	0	0	0	0	0	0	0	0	0	0	0	0	0
LESS: OTHER RESERVES DEPOSIT [ 77 ]	(944)	(944)	(944)	(944)	(944)	(944)	(944)	(944)	(944)	(944)	(944)	(944)	(11,324)
PLUS: OTHER RESERVE WITHDRAWAL	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>POSITIVE/(NEGATIVE) CASH FLOW</b>	(452)	792	792	792	921	921	(513)	1,176	921	921	921	(646)	6,545

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**[ 1 ] Rental Income**

Allowing for a carrying charge increase based on OCAF of \$7 for the ones and \$8 for the twos.

						<b>Gross Potential</b>	<b>Market Rent</b>
January						\$47,184	\$47,184
February						\$47,184	\$47,184
March						\$47,184	\$47,184
April						\$47,184	\$47,184
May						\$47,184	\$47,184
June						\$47,184	\$47,184
July						\$47,184	\$47,184
August						\$47,184	\$47,184
September						\$47,184	\$47,184
October						\$47,184	\$47,184
November						\$47,184	\$47,184
December						\$47,184	\$47,184
						<b>\$566,208</b>	<b>\$566,208</b>
No. of Apt's							
48	One				\$379	=	\$18,192
64	Two				\$453	=	\$28,992

Total							
	112						\$47,184



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<b>[ 1 ] <u>Rental Income</u></b>	<b><u>\$566,208</u></b>
Allowing for a carrying charge increase based on OCAF of \$7 for the ones and \$8 for the twos.	
<b>[ 2 ] <u>5220-000 VACANCIES (1.2%)</u></b>	<b><u>(\$6,794)</u></b>
1.2% based on 2013 figures.	
<b>[ 3 ] <u>5731-000 RENT FREE UNIT (MGR)</u></b>	<b><u>(\$4,548)</u></b>
For budget purposes showing a 1 bdrm. given as part of compensation	
<b>[ 4 ] <u>5410-000 INTEREST INCOME-OPERATIONS</u></b>	<b><u>\$50</u></b>
Based on 2013 seven month figure annualized.	
<b>[ 5 ] <u>5440-000 INTEREST INCOME-R&amp;R</u></b>	<b><u>\$0</u></b>
Any interest earned is retained in the R&R account and not available for normal operations.	
<b>[ 6 ] <u>5910-000 LAUNDRY SERVICE</u></b>	<b><u>\$4,889</u></b>
Based on 2013 seven month figure annualized.	
<b>[ 7 ] <u>5920-000 NSF AND LATE CHARGES</u></b>	<b><u>\$120</u></b>
Based on 2013 figures of an average of \$10 per month.	
<b>[ 8 ] <u>5940-000 FORFEITED TENANT SECURITY DEP.</u></b>	<b><u>\$0</u></b>
moneys deducted for repairs if any are taken from equity.	
<b>[ 9 ] <u>5990-100 CABLE INCOME</u></b>	<b><u>\$1,330</u></b>
Based on 2013 seven month figure annualized.	
<b>[ 10 ] <u>5990-300 CREDIT REPORT INCOME</u></b>	<b><u>\$283</u></b>
Based on 2013 seven month figure annualized.	
<b>[ 11 ] <u>6330-000 MANAGEMENT SALARIES</u></b>	<b><u>\$25,740</u></b>
Based on \$16.50/hr at 30 hours/wk. This includes a \$0.50/hr increase that the employee doesn't want, however; leaving it in to cover extra hours that might be needed.	
<b>[ 12 ] <u>6335-000 BONUS SALARIES</u></b>	<b><u>\$300</u></b>
Based on prior years bonus.	
<b>[ 13 ] <u>6711-000 PAYROLL TAXES</u></b>	<b><u>\$2,596</u></b>

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Based on 14.45% of payroll

[ 14 ]	<b><u>6380-000 PAYROLL ADMIN</u></b>	<b><u>\$269</u></b>
	Check cutting fees from ADP	
[ 15 ]	<b><u>6722-000 WORKMAN'S COMPENSATION</u></b>	<b><u>\$4,582</u></b>
	Based on 14.98% of payroll	
[ 16 ]	<b><u>6723-000 HEALTH INS. &amp; EMPL. BENEFITS</u></b>	<b><u>\$6,122</u></b>
	Based on \$510.16 per month for Health benefits.	
[ 17 ]	<b><u>6210-000 ADVERTISING</u></b>	<b><u>\$3,000</u></b>
	Allowance for annual advertising per HUD requirements.	
[ 18 ]	<b><u>6250-000 OTHER RENTING EXPENSE</u></b>	<b><u>\$1,000</u></b>
	Includes, pot luck items, misc. signs, gift baskets, etc. Based on 7 month figure, annualized.	
[ 19 ]	<b><u>6250-020 MARKETING EXPENSE</u></b>	<b><u>\$0</u></b>
	Last year this line item was for the Rent Comparability Study. Don't need to do for another five years.	
[ 20 ]	<b><u>6250-100 CREDIT REPORTS</u></b>	<b><u>\$350</u></b>
	Based on 2013 7 month figure annualized. Cannot charge credit fees for Sec. 8 applicants.	
[ 21 ]	<b><u>6250-700 DUES\SUBSCRIPTIONS</u></b>	<b><u>\$616</u></b>
	Annual membership in the Rental Housing Association (\$5.50 per unit)	
[ 22 ]	<b><u>6310-600 OFFICE EQUIPMENT SERVICING</u></b>	<b><u>\$500</u></b>
	Allowing for servicing of copier/etc. no expense to date in 2013.	
[ 23 ]	<b><u>6311-000 OFFICE SUPPLIES</u></b>	<b><u>\$3,210</u></b>
	Based on 2013 7 month figures annualized. Includes supplies for office and board related issues such as new binders and printing costs.	
[ 24 ]	<b><u>6320-000 MGMT. FEES (\$25.00)</u></b>	<b><u>\$33,600</u></b>
	Based on \$25 per unit per month.	

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[ 25 ]	<b><u>6340-000 LEGAL EXPENSES (PROJECT)</u></b>	<b><u>\$2,000</u></b>
	Allowance for possible legal fees to review bylaws, occupancy agreements, and other legal action.	
[ 26 ]	<b><u>6350-000 AUDITING EXPENSES (PROJECT)</u></b>	<b><u>\$7,450</u></b>
	Increased 2013 expense by \$150 for possible increase. Includes annual audit and tax prep.	
[ 27 ]	<b><u>6360-000 TELEPHONE &amp; ANSWERING SERVICE</u></b>	<b><u>\$3,892</u></b>
	Based on 2013 annualized 7 month figures and allowed for a possible 5% increase.	
[ 28 ]	<b><u>6360-100 INTERNET ACCESS</u></b>	<b><u>\$780</u></b>
	Monthly fee of about \$65/mo. For the cloud.	
[ 29 ]	<b><u>6370-100 POSTAGE</u></b>	<b><u>\$500</u></b>
	Based on an average of 2012 and 2013 experience.	
[ 30 ]	<b><u>6370-300 TRAVEL/MILEAGE</u></b>	<b><u>\$180</u></b>
	Mileage allowance for manager using personal car for property	
[ 31 ]	<b><u>6390-065 COMPUTER SOFTWARE EXPENSE</u></b>	<b><u>\$1,435</u></b>
	Annual licensing for voyager and email archive fee.	
[ 32 ]	<b><u>6390-150 TRAINING</u></b>	<b><u>\$920</u></b>
	Monthly Grace Hill training and one HUD 3 day certification seminar.	
[ 33 ]	<b><u>6450-000 ELECTRICITY</u></b>	<b><u>\$14,615</u></b>
	Based on 7 month annualized figure and increased 3% per pending SMUD increase.	
[ 34 ]	<b><u>6451-000 WATER</u></b>	<b><u>\$24,750</u></b>
	Used last 12 month of figures ending 7-31-13 and increased 5%.	
[ 35 ]	<b><u>6452-000 GAS</u></b>	<b><u>\$28,694</u></b>
	Used last 12 month of figures ending 7-31-13 and increased 5%.	
[ 36 ]	<b><u>6453-000 SEWER</u></b>	<b><u>\$50,274</u></b>
	Based on current fee of \$3,990/mo and allowing for a 5% fee increase.	

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[ 37 ] <b><u>6454-000 GARBAGE AND TRASH</u></b>	<b><u>\$15,932</u></b>
Based on current monthly ave. of \$1,264.42/mo. And increasing 5%.	
[ 38 ] <b><u>6515-000 CLEANING SUPPLIES</u></b>	<b><u>\$634</u></b>
Based on 7 month 2013 annualized figure.	
[ 39 ] <b><u>6517-000 CLEANING CONTRACT (UNITS)</u></b>	<b><u>\$0</u></b>
No expenses for this category as cleaning costs come out of equity.	
[ 40 ] <b><u>6517-050 CLEANING CONTRACT (COMMON)</u></b>	<b><u>\$4,200</u></b>
\$150 every two weeks for laundry room cleaning and allowing an	
[ 41 ] <b><u>6517-100 CARPET CLEANING CONTRACT</u></b>	<b><u>\$250</u></b>
allowance for rec. bldg. and office carpet cleanings.	
[ 42 ] <b><u>6519-000 EXTERMINATING CONTRACT</u></b>	<b><u>\$2,400</u></b>
Based on current pest control of \$116 per month and \$168 every two months of rodent trap bait.	
[ 43 ] <b><u>6536-000 GROUNDS SUPPLIES</u></b>	<b><u>\$8,016</u></b>
Annualized 7 month 2013 figure which include some irrigation repairs, picnic area renovation, new shrubs in front of Rec. Bldg. and etc.	
[ 44 ] <b><u>6537-000 GROUNDS CONTRACT</u></b>	<b><u>\$37,400</u></b>
Monthly service provided by Majestic. Allowed for a \$100/mo. Increase. Also, allowing \$6,200 for tree trimming.	
[ 45 ] <b><u>6541-050 REPAIRS MATERIAL-APPLIANCES</u></b>	<b><u>\$483</u></b>
Based on 2013 7 month figures annualized.	
[ 46 ] <b><u>6541-200 REPAIRS MATERIAL-ELECTRICAL</u></b>	<b><u>\$1,922</u></b>
Based on 2013 7 month figures annualized.	
[ 47 ] <b><u>6541-300 REPAIRS MATERIAL-PLUMBING</u></b>	<b><u>\$2,397</u></b>
Based on 2013 7 month figures annualized.	
[ 48 ] <b><u>6541-900 REPAIRS MATERIAL-MISC.</u></b>	<b><u>\$955</u></b>

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Based on 2013 7 month figures annualized.

[ 49 ]	<b><u>6541-901 REPAIR MATERIALS-FIRE PROT</u></b>	<b><u>\$700</u></b>
	Annual servicing of fire extinguishers.	
[ 50 ]	<b><u>6541-905 REPAIR MATERIALS-KEYS/LOCKS</u></b>	<b><u>\$314</u></b>
	Based on 2013 7 month figure annualized.	
[ 51 ]	<b><u>6542-050 REPAIRS CONTRACT-APPLIANCES</u></b>	<b><u>\$1,767</u></b>
	Based on 2013 7 month figure annualized.	
[ 52 ]	<b><u>6542-200 REPAIRS CONTRACT-ELECTRICAL</u></b>	<b><u>\$5,261</u></b>
	Based on 2013 7 month figure annualized.	
[ 53 ]	<b><u>6542-300 REPAIRS CONTRACT-PLUMBING</u></b>	<b><u>\$12,546</u></b>
	Based on 2013 7 month figure, less \$4,800 boiler work, then annualized.	
[ 54 ]	<b><u>6542-400 REPAIRS CONTRACT-CARPET/FLOOR</u></b>	<b><u>\$197</u></b>
	Based on 2013 7 month figure annualized.	
[ 55 ]	<b><u>6542-900 REPAIRS CONTRACT-MISC.</u></b>	<b><u>\$14,916</u></b>
	Based on 2013 7 month figure annualized.	
[ 56 ]	<b><u>6546-000 HEATING &amp; A/C REPAIRS &amp; MAINT.</u></b>	<b><u>\$8,357</u></b>
	Based on 2013 7 month figure annualized.	
[ 57 ]	<b><u>6547-000 SWIMMING POOL CONTRACT</u></b>	<b><u>\$5,960</u></b>
	Based on current contract of \$455/mo. And allowing for \$500 in extra work if needed.	
[ 58 ]	<b><u>6547-050 POOL REPAIRS</u></b>	<b><u>\$500</u></b>
	Allowing for pool filter cartridge replacements.	
[ 59 ]	<b><u>6560-100 INTERIOR PAINTING CONTRACT</u></b>	<b><u>\$200</u></b>
	Allowance for work not covered by equity money. Ie; plumbing leak	
[ 60 ]	<b><u>6560-110 PAINTING SUPPLIES</u></b>	<b><u>\$240</u></b>
	Allowing \$20 per month in painting supplies.	

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<b>[ 61 ] <u>6561-100 WINDOW COVERINGS</u></b>	<b><u>\$663</u></b>
Based on 2013 7 month annualized figure.	
<b>[ 62 ] <u>6580-000 SECURITY GATE SERVICING/MAINT.</u></b>	<b><u>\$2,191</u></b>
Based on 2013 7 month annualized figure.	
<b>[ 63 ] <u>6590-000 MISC. OPER. &amp; MAINT. REPAIRS</u></b>	<b><u>\$300</u></b>
Allowance for anything not covered previously.	
<b>[ 64 ] <u>6710-000 PROPERTY TAXES - REAL</u></b>	<b><u>\$20,939</u></b>
Based on 2012/2013 tax bill and increased 3%. Parcel No. 269-0040-056-000. Sac. County 874-6622 or <a href="http://www.eproptax.saccounty.net">www.eproptax.saccounty.net</a> .	
<b>[ 65 ] <u>6719-000 BUSINESS TAX &amp; LICENSE</u></b>	<b><u>\$2,236</u></b>
Annual Sac. County code enforcement fee of \$15.50 per unit. Balance is for annual pool permit fee.	
<b>[ 66 ] <u>6720-000 PROPERTY &amp; LIAB. INS. (HAZARD)</u></b>	<b><u>\$17,582</u></b>
Based on current impound of \$1,465.20 per month.	
<b>[ 67 ] <u>6729-000 OTHER INSURANCE</u></b>	<b><u>\$2,963</u></b>
Officers and Director coverage. This actual 2013 premium plus 3%.	
<b>[ 68 ] <u>6810-000 INTEREST ON FIRST LOAN</u></b>	<b><u>\$55,876</u></b>
Based on July statement on \$4,656.33 per month.	
<b>[ 69 ] <u>6850-000 MORTGAGE INSURANCE PREMIUM</u></b>	<b><u>\$4,740</u></b>
Based on July statement of \$395.04 per month.	
<b>[ 70 ] <u>7190-000 OTHER ENTITY EXPENSES</u></b>	<b><u>\$800</u></b>
Annual state corporation tax.	
<b>[ 71 ] <u>7350-000 CARPET &amp; FLOOR REPLACEMENT</u></b>	<b><u>\$14,400</u></b>
Allowing for an average of \$1,200 per month.	
<b>[ 72 ] <u>7370-000 HEATING/AIR CONDITIONING REPL.</u></b>	<b><u>\$3,400</u></b>
Replacement componets based on 2013 experience.	

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<b>[ 73 ] <u>7380-000 APPLIANCE REPLACEMENT</u></b>	<b><u>\$3,000</u></b>
Allowance for appliance replacements.	
<b>[ 74 ] <u>7390-000 OTHER CAPITAL EXPENSES</u></b>	<b><u>\$6,000</u></b>
Allowance for additional concrete work (patio area)	
<b>[ 75 ] <u>PRINCIPAL ON 1ST LOAN</u></b>	<b><u>\$53,860</u></b>
Based on July's mortgage statement.	
<b>[ 76 ] <u>R &amp; R DEPOSIT</u></b>	<b><u>\$11,796</u></b>
Based on current payments of \$983 per month.	
<b>[ 77 ] <u>OTHER RESERVES DEPOSIT</u></b>	<b><u>\$11,324</u></b>
Based on 2% of the new rent potential	