

## Portland Tower

**2018**  
**APPROVED**

	<b>MONTHLY</b>	<b>ANNUAL</b>
<b>OPERATING INCOME</b>		
Association Dues	51,103	613,240
Parking Dues	5,753	69,040
Cable/Internet	5,542	66,501
Developer Contribution	-	-
Keys/Fobs	167	2,000
Move In/Out Fees	192	2,300
Miscellaneous Income	-	-
Total Operating Income	<u>62,757</u>	<u>753,081</u>
<b>OPERATING EXPENSES</b>		
<b>**UTILITIES</b>		
Electricity	8,167	98,000
Gas	6,667	80,000
Telephone	300	3,600
Water/Sewer	3,500	42,000
Trash Removal	917	11,000
Satellite/Internet	-	-
Cable/Internet	5,542	66,501
Electricity	1,440	17,280
Gas	1,175	14,100
Total Utility Expense	<u>27,707</u>	<u>332,481</u>
<b>**PAYROLL</b>		
Payroll Caretaker	2,600	31,200
Payroll Offc/Mgr/Mnt	3,917	47,000
Payroll Related	1,917	23,000
Total Payroll Expense	<u>8,433</u>	<u>101,200</u>
<b>**ADMINISTRATIVE</b>		
Management Fee	1,500	18,000
Management Fee	265	3,175
Office and Administr	425	5,100
Audit/Tax Prep	125	1,500
Legal Fees	167	2,000
Bank Fees	-	-
Total Administrative Expense	<u>2,481</u>	<u>29,775</u>
<b>**BUILDING SERVICES</b>		
Grounds Contract	833	10,000

Landscaping	625	7,500
Irrigation	-	-
Garage Cleaning	542	6,500
Insurance	457	5,485
Insurance	<u>2,592</u>	<u>31,100</u>
Total Building Services Expense	<u>5,049</u>	<u>60,585</u>

\*\*REPAIRS & MAINTENANCE

Mech/Electric/Plumb	1,083	13,000
Plumbing	-	-
HVAC Maintenance	4,667	56,000
Elevator Maintenance	1,183	14,200
Repairs/Maintenance	625	7,500
Building Repairs	-	-
Supplies/Parts	375	4,500
Maintenance Supplies	-	-
Carpet Cleaning	667	8,000
Window Washing	1,083	13,000
Custodial Services	208	2,500
Security	833	10,000
Exterm/Pest Control	70	840
Garage Maintenance	<u>250</u>	<u>3,000</u>
Total Repairs Maintenance	<u>11,045</u>	<u>132,540</u>

Total Operating Expenses	54,715	656,581
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NOI/(L) Before Reserve Funding	8,042	96,500
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\*\*RESERVE FUNDING

Deposit to Reserves	6,417	77,000
Garage Reserve	1,625	19,500
	-	-
Total Reserve Funding	<u>8,042</u>	<u>96,500</u>

Net Operating Income / (loss)	-	-
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