

Revised Agenda

MEETING OF THE
SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)
JOINT POWERS AGENCY OF THE COUNTY OF SAN DIEGO &
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

May 4, 2017

8:30 a.m.

>>>>>>>>>>San Diego Metropolitan Transit System<<<<<<<<<<<
1255 Imperial Avenue, 10th Floor
San Diego, CA 92101
Executive Committee Room

**ACTION
RECOMMENDED**

1. ROLL CALL
2. APPROVAL OF MINUTES - May 5, 2016 Approve
3. James R. Mills Building - Adoption of Operating Budget for Fiscal Year 2017/2018 Approve
Action would: (1) Approve the proposed FY 2017/2018 Operating Budget and authorize the Executive Officer to approve the expenditures in accordance therewith; and (2)(a) Approve the proposed FY 17/18 Capital Improvement Budget; (b) Authorize the Executive Officer to approve the expenditure of \$1,628,550 from the Capital Reserve Account; and (c) Allow the San Diego Regional Building Authority Executive Officer a onetime transfer of \$200,000 from the Operating Account to the Capital Reserve Account.
4. PUBLIC COMMENTS
Limited to five speakers with three minutes per speaker. If you have a report to present, please give your copies to the Clerk.
5. NEXT MEETING DATE: June 1, 2017 (if needed)
6. ADJOURNMENT

Agenda

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2. APPROVAL OF MINUTES - May 5, 2016 Approve
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Action would: (1) Approve the proposed FY 2017/2018 Operating Budget and Capital Expenditures and authorize the Executive Officer to approve the expenditures in accordance therewith; and (2) Approve the proposed FY 2017/2018 Capital Improvements and allocate \$1,098,550 to Capital Improvements Account and authorize the Executive Officer to approve the expenditures in accordance therewith.
4. PUBLIC COMMENTS
Limited to five speakers with three minutes per speaker. If you have a report to present, please give your copies to the Clerk.
5. NEXT MEETING DATE: June 1, 2017 (if needed)
6. ADJOURNMENT

SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)
JOINT POWERS AGENCY
OF THE COUNTY OF SAN DIEGO AND
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

MINUTES

May 5, 2016

1. Roll Call

Chairman Roberts called the meeting to order at 9:18 a.m. Authority members present included Mr. Cox, Mr. Mathis and Chairman Roberts.

2. Approval of Minutes

Mr. Cox moved for approval of the minutes of the January 7, 2016 San Diego Regional Building Authority (SDRBA) meeting. Mr. Mathis seconded the motion, and the vote was 3 to 0 in favor.

3. James R. Mills Building – Adoption of Operating Budget for Fiscal Year 2016/2017

April Heinze, Director of the County of San Diego Department of General Services, discussed the projected fiscal year (FY) 2016/2017 operating budget for the James R. Mills Building. She stated that expenses are 1.7% less than the FY 2015/2016 budget. The parking structure revenues have increased and will continue to increase due to the lack of parking scarcity in the surrounding areas. The proposed capital improvements for FY 2016/2017 are \$794,500. Ms. Heinze also noted that reductions in water and energy costs, due to recent improvements, have helped save on operating costs.

Action Taken

Mr. Cox moved to (1) approve the proposed FY16/17 Operating Budget and Capital Expenditures and authorize the Executive Officer to approve the expenditures in accordance therewith; (2) approve the proposed FY16/17 Capital Improvements and allocate \$794,500 to the Capital Improvements Account and authorize the Executive Officer to approve the expenditures in accordance therewith; (3) approve the use of unanticipated LED lighting rebate revenue to expand the scope of LED lighting retrofits to provide additional LED lighting hardware to tenants of the building. The expanded scope would also include afterhours installation for four floors of interior space, the exterior, stairwells and the parking structure; and (4) approve installation of the Exterior Installation and Finishing System (EIFS) and authorize the Director of County of San Diego Purchasing and Contracting to advertise and award a construction contract and any amendment(s) and authorize the Executive Officer to execute and administer the contract and any amendment(s). Find that the proposed project for the Mills Building is exempt from California Environmental Quality Act (CEQA) review pursuant to CEQA Guidelines Section 15301 Existing Facilities. Mr. Mathis seconded the motion, and the vote was 3 to 0 in favor.

4. Public Comments

There were no public comments.

SDRBA – MINUTES

May 5, 2016

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5. Next Meeting Date

The next SDRBA meeting is scheduled for June 2, 2016 in the Executive Conference Room at MTS.

6. Adjournment

The meeting adjourned at 9:24 a.m.

A handwritten signature in black ink, appearing to read "A. G. Leuts", is written over a horizontal line.

Chairman

Attachment: Roll Call Sheet

SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)
JOINT POWERS AGENCY OF THE COUNTY OF SAN DIEGO &
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

ROLL CALL

MEETING OF (DATE) May 5, 2016

CALL TO ORDER (TIME) 9:18 a.m.

RECESS _____

RECONVENE _____

ADJOURN 9:24 a.m.

BOARD MEMBER (Alternate)	PRESENT (TIME ARRIVED)	ABSENT (TIME LEFT)
COX ☒	9:18 a.m.	9:24 a.m.
MATHIS ☒	9:18 a.m.	9:24 a.m.
ROBERTS ☒	9:18 a.m.	9:24 a.m.

OTHER ATTENDEES:

NAME	REPRESENTING
Rachel Witt	County Counsel/SDRBA Counsel
April Heinze	Director of General Services/SDRBA Executive Officer
Melanie Wilson	Office of Supervisor Ron Roberts
Amber Molina	Colliers/Mills Building Management
Fred Watz	County Real Estate Services
Adam Weinberg	County Real Estate Services
Hugh Rowles	County Real Estate Services
Paul Jablonski	MTS
Karen Landers	MTS
Julia Tuer	MTS

SIGNED BY THE CLERK OF THE BOARD: Julia Tuer

CONFIRMED BY OFFICE OF THE GENERAL COUNSEL: ^{MTS} Karen Landers

SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)
JOINT POWERS AGENCY OF THE COUNTY OF SAN DIEGO &
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

May 4, 2017

SUBJECT:

JAMES R. MILLS BUILDING - ADOPTION OF OPERATING BUDGET FOR
FISCAL YEAR 2017/2018

INTRODUCTION:

In accordance with the James R. Mills Building Property Management Agreement and with prior review from County of San Diego (County) and San Diego Metropolitan Transit System (MTS), Colliers International Management Company (Colliers) has prepared the attached Proposed FY 17/18 Operating Budget and Capital Expenditures (Attachment A).

Fiscal Year 2016/2017 (FY 16/17) is projected to end with \$1,366,212 available in the Operating Account and \$610,290 available in the Capital Reserve Account.

The proposed budget for Fiscal Year 2017/2018 (FY 17/18) reflects net contributions by County and the MTS as well as projected parking revenue. Annual project Operating Expenses total \$2,131,754.

Budgeted Parking Revenue has experienced an increase of 16.1% from the FY 16/17 budget. The increased parking revenue is a trend that will continue for FY 17/18 as a result of an increase in the parking fees from events and parking lease revenue.

Proposed Capital Improvements in FY 17/18 are \$1,628,050 (Attachment B). To reduce Capital Reserve contributions during the Fiscal Year it is proposed to allow the San Diego Regional Building Authority Executive Officer a onetime transfer of \$200,000 from the Operating Account to the Capital Reserve Account and to utilize \$320,000 from the existing Capital Reserve Account.

Requested capital improvement items for FY 17/18 include, in part: repairs to address the spalling 6th floor parking structure deck, treating the building's exterior insulation and finish system, paint, parking structure striping and asphalt repair, parking structure painting, parking structure signage program, lobby upgrade, interior and exterior elevator finish upgrade, design for the lobby restroom, reseal of exterior tile, continuation of the LED lighting retrofit, security camera upgrades, AHU valve replacement, x-ray and metal detector replacement, one ADA lobby door install, 250 ton chiller replacement, and landscape fencing. The final stage of the LED lighting retrofit will also continue to reduce energy consumption and cost.

The Annual Cost Shares for the MTS and County are \$476,001 and \$2,067,118 respectively. Combined, this represents a 7% increase in Annual Cost Shares

due to increased capital expenses, security, and janitorial services. We will continue to retain at least 3 months of operating funds in the Operating Account, and a minimum base of \$200,000 in the Capital Reserve Account.

TABLE 1: BUDGET SUMMARY:

	Current	Projected	Proposed
	Budget	Estimated	Budget
Expenses and Parking Revenue	FY 2016/2017	FY 2016/2017	FY 2017/2018
Project Operating Expense	\$2,086,338	\$2,213,538	\$2,131,754
Less: Parking Revenue	-\$1,206,777	-\$1,416,139	-\$1,500,000
Direct Owner Expense and Parking	\$700,639	\$701,089	\$812,815
Total Capital Improvements	\$794,500	\$794,500	\$1,628,550
SUBTOTAL	\$2,374,700	\$2,292,988	\$3,073,119
Less: Drawdown from Capital Account	\$0	\$0	-\$330,000
Less: Transfer from Operating Account	\$0	\$0	-\$200,000
TOTAL	\$2,374,700	\$2,292,988	\$2,543,119
Total Cost Shares (Owners Expense, Parking and Capital Improvements)			
MTS Share	\$438,544	\$438,544	\$476,001
County Share	\$1,936,156	\$1,936,156	\$2,067,118
TOTAL	\$2,374,700	\$2,374,700	\$2,543,119

RECOMMENDATIONS:

1. That the San Diego Regional Building Authority approve the proposed FY 2017/2018 Operating Budget and authorize the Executive Officer to approve the expenditures in accordance therewith.
2. That the San Diego Regional Building Authority: (a) approve the proposed FY 17/18 Capital Improvement Budget; (b) authorize the Executive Officer to approve the expenditure of \$1,628,550 from the Capital Reserve Account; and (c) allow the San Diego Regional Building Authority Executive Officer a onetime transfer of \$200,000 from the Operating Account to the Capital Reserve Account.

Attachments: A. Proposed FY 17/18 Operating Budget and Capital Expenditures.
 B. Proposed FY 17/18 Capital Improvements.
 C. Mills Budget FY16/17 to FY17/18 Comparison.

James R. Mills Budget 2017-2018

Project Sq. F 179438
Type: Office

Acct No	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total	Square Feet: 179,438		
														County 76.05%	MTS 24.96%	Cost P.B.F.
Parking Income																
6405-0000 Parking Income	\$ 155,120.00	\$ 185,120.00	\$ 155,120.00	\$ 135,120.00	\$ 35,120.00	\$ 35,120.00	\$ 35,120.00	\$ 35,120.00	\$ 362,330.00	\$ 50,120.00	\$ 141,420.00	\$ 145,170.00	\$ 1,500,000.00	\$ 1,125,750.00	\$ 374,250.00	\$ 8.36
Total Parking	\$ 155,120.00	\$ 185,120.00	\$ 155,120.00	\$ 135,120.00	\$ 35,120.00	\$ 35,120.00	\$ 35,120.00	\$ 35,120.00	\$ 362,330.00	\$ 50,120.00	\$ 141,420.00	\$ 145,170.00	\$ 1,500,000.00	\$ 1,125,750.00	\$ 374,250.00	\$ 8.36
TOTAL REVENUE	\$ 155,120.00	\$ 185,120.00	\$ 155,120.00	\$ 135,120.00	\$ 35,120.00	\$ 35,120.00	\$ 35,120.00	\$ 35,120.00	\$ 362,330.00	\$ 50,120.00	\$ 141,420.00	\$ 145,170.00	\$ 1,500,000.00	\$ 1,125,750.00	\$ 374,250.00	\$ 8.36
Operating Expenses																
Administration																
5810 Payroll Building Manager	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,287.09	\$ 9,558.54	\$ 9,558.54	\$ 9,558.54	\$ 112,253.40	\$	\$	\$
5845 Telephone	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00	\$ 13,680.00	\$ 64,240.17	\$ 28,007.22	\$ 0.83
5840 Office Supplies/Postage	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 330.00	\$ 3,960.00	\$ 10,268.84	\$ 3,413.16	\$ 0.08
5843 Repairs & Maintenance	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 5,760.00	\$ 2,971.98	\$ 988.02	\$ 0.02
5805 Management Fees	\$ 8,092.03	\$ 8,092.03	\$ 8,092.03	\$ 8,092.03	\$ 8,092.03	\$ 8,092.03	\$ 8,244.33	\$ 8,244.33	\$ 8,244.33	\$ 8,244.33	\$ 8,244.33	\$ 8,244.33	\$ 74,018.16	\$ 4,322.86	\$ 1,437.12	\$ 0.03
5884 Tenant Relations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200.00	\$ 55,560.63	\$ 18,487.53	\$ 0.41
5890 Other Administrative Expenses	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 2,820.00	\$ 900.90	\$ 299.40	\$ 0.01
Total Administrative	\$ 17,564.12	\$ 17,564.12	\$ 17,564.12	\$ 17,564.12	\$ 17,564.12	\$ 17,564.12	\$ 17,716.42	\$ 17,716.42	\$ 17,716.42	\$ 17,965.87	\$ 17,965.87	\$ 17,965.87	\$ 213,891.58	\$ 190,375.52	\$ 53,516.04	\$ 1.18
General Building																
5255 Engineers Payroll	\$ 17,080.00	\$ 14,832.21	\$ 14,832.21	\$ 14,832.21	\$ 14,832.21	\$ 14,832.21	\$ 17,501.95	\$ 15,020.35	\$ 15,020.35	\$ 15,020.35	\$ 15,020.35	\$ 15,020.35	\$ 182,860.75	\$	\$	\$
5890 Repairs & Maintenance	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 2,050.00	\$ 24,600.00	\$ 137,238.99	\$ 45,823.78	\$ 1.02
5880 Pest Control	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 195.00	\$ 2,340.00	\$ 18,482.30	\$ 6,137.70	\$ 0.14
5867 Painting	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 270.00	\$ 3,240.00	\$ 2,588.71	\$ 853.29	\$ 0.02
5873 Tools & Equipment	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00	\$ 2,431.62	\$ 808.38	\$ 0.02
5410 Plumbing	\$ 840.00	\$ 840.00	\$ 1,245.00	\$ 1,245.00	\$ 840.00	\$ 7,880.00	\$ 840.00	\$ 840.00	\$ 840.00	\$ 840.00	\$ 840.00	\$ 840.00	\$ 17,810.00	\$ 900.90	\$ 299.40	\$ 0.01
5885 Roof	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 135.00	\$ 1,620.00	\$ 13,441.46	\$ 4,468.55	\$ 0.10
Total General Building	\$ 20,686.00	\$ 18,222.21	\$ 18,897.21	\$ 18,627.21	\$ 18,222.21	\$ 25,512.21	\$ 21,091.95	\$ 18,610.35	\$ 18,680.35	\$ 18,610.35	\$ 25,625.35	\$ 18,680.35	\$ 241,965.75	\$ 181,520.24	\$ 60,345.50	\$ 1.35
Janitorial																
5505 Cleaning Contract	\$ 27,836.00	\$ 26,336.00	\$ 26,336.00	\$ 26,336.00	\$ 26,336.00	\$ 26,336.00	\$ 27,836.00	\$ 28,336.00	\$ 28,336.00	\$ 26,336.00	\$ 26,336.00	\$ 26,336.00	\$ 319,032.00	\$	\$	\$
5515 Cleaning Supplies	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 5,800.00	\$ 69,600.00	\$ 239,433.52	\$ 78,598.48	\$ 1.78
5230 Refuse Removal	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 2,080.00	\$ 24,960.00	\$ 52,234.80	\$ 17,365.20	\$ 0.39
5520 Window Washing Contract	\$ 1,335.00	\$ -	\$ -	\$ 875.00	\$ -	\$ -	\$ 1,335.00	\$ -	\$ 2,025.00	\$ 11,500.00	\$ -	\$ -	\$ 15,870.00	\$ 16,732.48	\$ 8,227.52	\$ 0.14
Total Janitorial	\$ 37,051.00	\$ 34,216.00	\$ 34,216.00	\$ 34,891.00	\$ 34,216.00	\$ 34,216.00	\$ 37,051.00	\$ 34,216.00	\$ 36,241.00	\$ 45,716.00	\$ 34,216.00	\$ 34,216.00	\$ 430,462.00	\$ 323,961.73	\$ 107,400.27	\$ 2.30
Electrical & Lighting Systems																
5315 Electrical Supplies	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 6,000.00	\$ 8,328.72	\$ 2,103.28	\$ 0.05
5310 Electrical Repairs & Maintenance	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 945.00	\$ 11,340.00	\$ 14,139.42	\$ 4,700.58	\$ 0.10
Total Electrical	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 1,445.00	\$ 17,340.00	\$ 22,468.14	\$ 6,803.87	\$ 0.15
Elevator																
5455 Elevator Contract	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ 34,200.00	\$	\$	\$
5480 Elevator Repair & Maintenance	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 950.00	\$ 11,400.00	\$ 25,887.10	\$ 8,532.80	\$ 0.18
5483 Elevator Telephone Lines	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 8,400.00	\$ 8,555.70	\$ 2,844.30	\$ 0.08
Total Elevator	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 54,000.00	\$ 34,442.80	\$ 11,377.10	\$ 0.25
HVAC																
5359 HVAC Contract Service	\$ 1,288.00	\$ 1,288.00	\$ 3,688.00	\$ 3,283.00	\$ 1,288.00	\$ 3,688.00	\$ 1,288.00	\$ 1,288.00	\$ 3,688.00	\$ 1,288.00	\$ 1,310.00	\$ 3,710.00	\$ 28,925.00	\$	\$	\$
5365 HVAC Materials & Supplies	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 8,400.00	\$ 20,207.21	\$ 6,717.79	\$0.16
5380 HVAC Repairs & Maintenance	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00	\$ 16,800.00	\$ 8,304.20	\$ 2,095.80	\$0.05
5390 HVAC Water Treatment	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 425.00	\$ 5,100.00	\$ 12,808.40	\$ 4,191.60	\$0.09
Total HVAC	\$ 3,793.00	\$ 3,793.00	\$ 6,193.00	\$ 5,811.00	\$ 3,793.00	\$ 6,193.00	\$ 3,793.00	\$ 3,793.00	\$ 6,193.00	\$ 3,793.00	\$ 3,835.00	\$ 6,235.00	\$ 57,225.00	\$ 3,827.55	\$ 1,272.45	\$0.03
Landscape & Grounds																
5555 Landscape Contract	\$ 1,800.00	\$ 1,100.00	\$ 1,100.00	\$ 1,800.00	\$ 1,100.00	\$ 1,100.00	\$ 1,800.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 16,000.00	\$	\$	\$
5585 Landscape Materials & Supplies	\$ 1,225.00	\$ 575.00	\$ 575.00	\$ 1,465.00	\$ 575.00	\$ 575.00	\$ 1,225.00	\$ 845.00	\$ 575.00	\$ 1,225.00	\$ 845.00	\$ 1,075.00	\$ 10,810.00	\$ 12,068.00	\$ 3,892.00	\$ 0.09
5560 Landscape Repairs & Maintenance	\$ 472.00	\$ 3,024.00	\$ 135.00	\$ 472.00	\$ 1,470.00	\$ 135.00	\$ 472.00	\$ 6,743.00	\$ 135.00	\$ 472.00	\$ 135.00	\$ 135.00	\$ 13,800.00	\$ 10,812.91	\$ 2,987.10	\$ 0.09
Total Landscape	\$ 3,497.00	\$ 4,699.00	\$ 1,810.00	\$ 3,737.00	\$ 3,145.00	\$ 1,610.00	\$ 3,497.00	\$ 8,688.00	\$ 1,610.00	\$ 3,497.00	\$ 2,080.00	\$ 2,310.00	\$ 40,610.00	\$ 24,947.91	\$ 10,132.20	\$ 0.23
Parking Expenses																
5818-0000 Operating Expenses (Ace Parking)	\$ 28,750.00	\$ 28,600.00	\$ 28,600.00	\$ 25,600.00	\$ 11,100.00	\$ 11,100.00	\$ 11,260.00	\$ 11,100.00	\$ 11,100.00	\$ 25,800.00	\$ 25,800.00	\$ 26,300.00	\$ 245,100.00	\$	\$	\$
5845-0003 Parking-Electrical Supplies & Repairs	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00	\$ 183,847.55	\$ 81,152.45	\$ 1.37
5845-0004 Parking-Elevator Expenses	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00	\$ 22,200.00	\$ 1,200.00	\$ 299.40	\$ 0.01
5845-0005 Parking Fire/Life/Safety	\$ 360.00	\$ 140.00	\$ 140.00	\$ 360.00	\$ 140.00	\$ 140.00	\$ 1,065.00	\$ 140.00	\$ 140.00	\$ 360.00	\$ 140.00	\$ 140.00	\$ 3,355.00	\$ 18,661.10	\$ 5,538.90	\$ 0.12
5845-0007 Landscape & Grounds	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 6,300.00	\$ 2,517.93	\$ 837.07	\$ 0.02
5845-0008 Pest Control	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00	\$ 4,728.15	\$ 1,571.85	\$ 0.04
5845-0010 Parking-Materials & Supplies	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,400.00	\$ 900.80	\$ 299.40	\$ 0.01
5845-0011 Parking-Repairs & Maintenance	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 555.00	\$ 6,660.00	\$ 1,801.20	\$ 598.80	\$

James R. Mills Budget 2017-2018

Project Sq. f 179438
Type: Office

Acct No	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Total	Square Feet: 179,438		
														County 75.06%	MTS 24.94%	Cost P.S.F.
5645-0012 Parking-M&S Parking Equipment	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 600.00	\$ 450.30	\$ 148.70	\$ 0.00
5645-0013 Parking-Sweeping & Steam Cleaning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,100.00	\$ -	\$ -	\$ 5,100.00	\$ 3,827.55	\$ 1,272.45	\$ 0.03
5645-0014 Parking-Security Contract	\$ 11,350.00	\$ 11,350.00	\$ 11,350.00	\$ 11,350.00	\$ 8,350.00	\$ 8,350.00	\$ 6,350.00	\$ 8,350.00	\$ 6,350.00	\$ 11,350.00	\$ 11,350.00	\$ 11,350.00	\$ 111,200.00	\$ 83,455.86	\$ 27,744.14	\$ 0.62
5645-0015 Electricity- Autopark	\$ 4,150.00	\$ 4,500.00	\$ 4,500.00	\$ 4,100.00	\$ 3,900.00	\$ 3,800.00	\$ 3,500.00	\$ 3,500.00	\$ 3,400.00	\$ 3,400.00	\$ 3,700.00	\$ 4,000.00	\$ 48,250.00	\$ 34,710.63	\$ 11,539.37	\$ 0.28
5645-0016 Water-Autopark	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00	\$ 900.60	\$ 299.40	\$ 0.01
Total Parking	\$ 46,120.00	\$ 46,070.00	\$ 46,070.00	\$ 44,920.00	\$ 24,970.00	\$ 24,970.00	\$ 25,845.00	\$ 24,970.00	\$ 29,570.00	\$ 44,420.00	\$ 44,470.00	\$ 45,270.00	\$ 452,765.00	\$ 339,890.13	\$ 112,874.87	\$ 2.52
Security/Fire/Safety																
5775-0001 SFS- Telephone/Alarm	\$ 100.00	\$ 220.00	\$ 100.00	\$ 1,855.00	\$ 220.00	\$ 100.00	\$ 100.00	\$ 220.00	\$ 100.00	\$ 1,855.00	\$ 220.00	\$ 100.00	\$ 5,190.00	\$ 3,895.10	\$ 1,294.91	\$ 0.03
5775-0002 SFS- Contract Service	\$ 28,355.00	\$ 28,500.00	\$ 28,500.00	\$ 28,355.00	\$ 28,500.00	\$ 27,635.00	\$ 28,355.00	\$ 28,500.00	\$ 28,500.00	\$ 28,355.00	\$ 28,500.00	\$ 28,500.00	\$ 328,555.00	\$ 245,078.53	\$ 81,476.47	\$ 1.82
5775-0003 SFS-Materials & Supplies	\$ 650.00	\$ 550.00	\$ 550.00	\$ 650.00	\$ 550.00	\$ 590.00	\$ 650.00	\$ 550.00	\$ 550.00	\$ 650.00	\$ 550.00	\$ 550.00	\$ 7,000.00	\$ 5,253.50	\$ 1,746.50	\$ 0.04
5775-0004 SFS-Permits/Tasting	\$ 885.00	\$ -	\$ 930.00	\$ -	\$ 250.00	\$ -	\$ 535.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,800.00	\$ 1,951.30	\$ 848.70	\$ 0.01
5775-0005 SFS Repairs & Maintenance	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 3,470.00	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 1,450.00	\$ 3,470.00	\$ 21,440.00	\$ 16,090.72	\$ 5,349.28	\$ 0.12
Total Security/Fire/Safety	\$ 31,440.00	\$ 28,720.00	\$ 29,530.00	\$ 32,310.00	\$ 28,970.00	\$ 28,735.00	\$ 33,110.00	\$ 28,720.00	\$ 28,600.00	\$ 32,310.00	\$ 28,720.00	\$ 30,620.00	\$ 362,785.00	\$ 272,270.14	\$ 90,514.86	\$ 2.02
Utilities																
5205 Electricity-Common Area	\$ 17,000.00	\$ 20,000.00	\$ 22,000.00	\$ 21,000.00	\$ 17,000.00	\$ 17,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,000.00	\$ 16,500.00	\$ 16,500.00	\$ 16,500.00	\$ 211,500.00	\$ 158,730.75	\$ 52,769.25	\$ 1.18
5210 Gas	\$ 20.00	\$ 20.00	\$ 20.00	\$ 100.00	\$ 300.00	\$ 700.00	\$ 1,000.00	\$ 700.00	\$ 300.00	\$ 200.00	\$ 100.00	\$ 20.00	\$ 3,480.00	\$ 2,611.74	\$ 868.26	\$ 0.02
5215 Water- Building	\$ 3,800.00	\$ 3,500.00	\$ 3,500.00	\$ 3,200.00	\$ 2,900.00	\$ 2,600.00	\$ 2,800.00	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00	\$ 3,000.00	\$ 3,200.00	\$ 38,100.00	\$ 27,083.05	\$ 9,016.95	\$ 0.20
Total Utilities	\$ 20,820.00	\$ 23,520.00	\$ 25,520.00	\$ 24,300.00	\$ 20,200.00	\$ 20,300.00	\$ 19,800.00	\$ 19,300.00	\$ 18,900.00	\$ 19,300.00	\$ 19,600.00	\$ 19,720.00	\$ 251,080.00	\$ 188,435.54	\$ 62,644.46	\$ 1.40
TOTAL OPERATING EXPENSES	\$ 188,916.11	\$ 188,748.33	\$ 187,748.33	\$ 188,142.33	\$ 167,025.33	\$ 167,148.33	\$ 167,448.37	\$ 161,858.77	\$ 163,858.77	\$ 199,507.22	\$ 182,477.22	\$ 181,182.22	\$ 2,131,754.31	\$ 1,599,881.61	\$ 531,872.70	\$ 11.85
NET PROJECT EXPENSE																
Capital Expenses	\$ 33,796.11	\$ 1,629.33	\$ 32,625.33	\$ 63,022.33	\$ 121,906.33	\$ 132,025.33	\$ 132,329.37	\$ 128,438.77	\$ (228,474.23)	\$ 140,367.22	\$ 41,057.22	\$ 38,012.22	\$ 631,754.31	\$ 474,131.61	\$ 157,622.70	\$ 3.52
Capital	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 1,628,550.00	\$ 1,222,226.78	\$ 406,323.22	\$ 9.08
Total Capital	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 135,712.50	\$ 1,628,550.00	\$ 1,222,226.78	\$ 406,323.22	\$ 9.08
Direct Owner Expenses (not calculated on 75/25 split)																
5655-1000 HHSA Additional Security & Cleaning Expenses	\$ 21,124.00	\$ 20,883.00	\$ 21,288.00	\$ 20,530.00	\$ 21,450.00	\$ 20,868.00	\$ 21,124.00	\$ 20,041.00	\$ 21,450.00	\$ 20,204.00	\$ 21,450.00	\$ 20,530.00	\$ 250,752.00	\$ 250,752.00		\$ 1.40
5655-2000 County Electric (floors 2-8)	\$ 18,500.00	\$ 18,500.00	\$ 22,500.00	\$ 20,500.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 17,000.00	\$ 17,000.00	\$ 17,500.00	\$ 18,000.00	\$ 18,500.00	\$ 217,500.00	\$ 217,500.00		\$ 1.21
5655-3000 MTS & 1st Floor Tenants	\$ 1,575.00	\$ 1,575.00	\$ 29,525.00	\$ 1,475.00	\$ 1,475.00	\$ 1,425.00	\$ 1,400.00	\$ 1,400.00	\$ 1,475.00	\$ 1,475.00	\$ 1,525.00	\$ 1,525.00	\$ 42,850.00		\$ 42,850.00	\$ 0.24
5140 County portion City Maintenance Assessment	\$ -	\$ -	\$ -	\$ 22,803.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,670.00	\$ 36,273.00	\$ 36,273.00		\$ 0.20
HHSA Monthly Parking	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 284,000.00	\$ 284,000.00		\$ 1.47
MTS Monthly Parking	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 120.00	\$ 1,440.00		\$ 1,440.00	\$ 0.01
Total Tenant Direct Owner Expenses	\$ 63,519.00	\$ 63,888.00	\$ 82,433.00	\$ 87,228.00	\$ 61,045.00	\$ 60,913.00	\$ 60,844.00	\$ 60,561.00	\$ 62,048.00	\$ 61,299.00	\$ 63,095.00	\$ 78,348.00	\$ 812,815.00	\$ 796,528.00	\$ 44,287.00	\$ 4.53
ADJUSTED TOTAL AMOUNT DUE	\$ 232,827.61	\$ 201,229.63	\$ 280,770.63	\$ 275,962.63	\$ 318,862.83	\$ 328,050.63	\$ 328,865.67	\$ 322,712.27	\$ (30,716.73)	\$ 346,368.72	\$ 230,864.72	\$ 248,089.72	\$ 3,073,119.31	\$ 2,464,883.36	\$ 608,235.92	\$ 17.13

James R. Mills Budget 2017-2018					
Capital Improvements					
Ⓢ Denotes completed project					
Project	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
9190 BUILDING SHELL					
EIFS: EXT BLDG, CLOCK TOWER, MECH PLANT SEALING		\$712,250		\$111,050	
AUTO PARK 6TH FL DECK RE-SURFACING			\$120,000	\$90,000	
EXTERIOR BUILDING PAINT	\$45,010			\$17,000	
ROOF REPLACEMENT/REPAIR Ⓢ	\$29,000				
AUTO PARK STRIPING & ASPHALT REPAIRS				\$50,000	
AUTO PARK SIGNAGE PROGRAM				\$165,000	
AUTO PARK PAINTING				\$365,000	
TOTAL 9190	\$74,010	\$712,250	\$120,000	\$798,050	\$0
9190 TENANT IMPROVEMENT					
COMMON AREA INTERIOR DOOR REPLACEMENT 1st FLOOR			\$13,500		
MANAGEMENT OFFICE FURNITURE UPGRADE			\$27,000		
LOBBY UPGRADE: SECURITY CONSOLE, FLOORING, PAINT & DOORS INSTALL				\$245,000	
ELEVATOR INTERIOR UPGRADE & DOOR FAÇADE FL 1-10				\$75,000	
RESTROOM UPGRADE: ADA COMPLIANCE & INTERIOR FINISHES				\$135,000	\$635,000
	\$0	\$0	\$0		\$0
TOTAL 9190	\$0	\$0	\$40,500	\$455,000	\$635,000
9190 EQUIPMENT					
PLUMBING: PIPE REPLACEMENTS & CLEAN OUT INST Ⓢ	\$30,618				
ENERGY MGMT SYSTEM CONTROL UPGRADES Ⓢ	\$76,500	\$165,000			
BUILDING ECONOMIZERS / BLDG MAKE UP AIR RETROFIT					\$212,000
COOLING TOWER REPLACEMENT			\$175,000		
200 TON CHILLER REPLACEMENT			\$135,000		
CHILLER CONTROL BOARD RETROFIT Ⓢ	\$44,250				
CLOCK TWR INTERIOR & EXTERIOR LIGHTING RETROFIT Ⓢ	\$30,000				
AUTO PARK SECURITY CAMERA INSTALL Ⓢ	\$12,000				
EXTERIOR BUILDING TILE RESEAL				\$23,000	
6th FL VAV ZONE REVISION Ⓢ		\$17,000			
2 CHILLER VFD INSTALL Ⓢ		\$18,500			
FLS FIRE PANEL POINTS REVISION Ⓢ		\$13,000			
LOBBY ADA SLIDING DOOR INSTALL Ⓢ		\$14,500	\$17,000		
BUILDING & AUTO PARK, LED LIGHTING RETROFIT & LIGHTING CONTROL PANELS		\$107,500	\$307,000	\$89,000	
BIRD CONTROL SPIKE INSTALL ON EXT BUILDING	\$11,000				
SECURITY CAMERA UPGRADES				\$20,000	
ELEVATOR CONVEYOR ALIGNMENT					\$84,000
REPLACE AHU VALVES FL 2-9				\$25,000	
X RAY & METAL DETECTOR (For redundancy)				\$42,000	
SOUTH LOBBY DOOR INSTALL				\$16,500	
250 TON CHILLER #2 REPLACEMENT				\$135,000	
TOTAL 9190	\$204,368	\$335,500	\$634,000	\$350,500	\$296,000
LANDSCAPE IMPROVEMENT					
LANDSCAPE FENCING				\$25,000	
TOTAL 1713	\$0	\$0	\$0	\$25,000	\$0
TOTAL BUILDING CAPITAL	\$278,378	\$1,047,750	\$794,500	\$1,628,550	\$931,000
RESERVE ACCOUNT RECONCILIATION AND ESTIMATE	2016/2017	2017/2018			
*Reflects balance as of 2/28/17. 2017/2018 reflects anticipated balance.	\$1,681,076	\$610,290			
TRANSFER FROM OPERATING ACCOUNT (+)		\$200,000			
INTEREST (+)					
CONTRIBUTION (+)	\$474,974	\$1,098,550			
CAPITAL EXPENSES (remaining from previous FY)(-)	\$768,260				
CAPITAL EXPENSES (remaining from current FY)(-)	\$777,500	\$1,628,550			
NET REMAINING RESERVES	\$610,290	\$280,290			
* Account balance forecast amounts represent best estimate based on anticipated budgeted amounts for capital expenses.					
* Reflects Minimum \$200K Capital Balance Reserves					

MILLS BUDGET FY 16-17 TO FY 17-18 COMPARISON; CURRENT VS. PROPOSED

	2016-2017	2016-2017	2017-2018	DIFFERENCE \$	DIFFERENCE %	NOTES
	(Approved Budget)	(Reforecasted year end)	(Proposed Budget)	(Budget to budget)	(Budget to budget)	
PROJECT OPERATING EXPENSE CATEGORIES:						
ADMINISTRATION	\$214,793	\$215,897	\$213,692	-\$1,101	-0.51%	
GENERAL BUILDING	\$234,751	\$235,017	\$241,866	\$7,115	3.03%	
JANITORIAL	\$410,788	\$464,929	\$430,462	\$19,674	4.79%	
ELECTRICAL & LIGHTING SYSTEM	\$24,870	\$25,066	\$27,270	\$2,400	9.65%	
ELEVATORS	\$51,600	\$57,549	\$54,000	\$2,400	4.65%	
HVAC SYSTEM	\$58,525	\$57,705	\$57,225	-\$1,300	-2.22%	
LANDSCAPE & GROUNDS	\$40,310	\$38,210	\$40,610	\$300	0.74%	
PARKING EXPENSES	\$459,855	\$455,461	\$452,765	-\$7,090	-1.54%	
SECURITY/FIRE/SAFETY	\$337,285	\$407,666	\$362,785	\$25,500	7.56%	
UTILITIES	\$253,560	\$256,038	\$251,080	-\$2,480	-0.98%	
(equals) TOTAL PROJECT OPERATING EXP:	\$2,086,337	\$2,213,538	\$2,131,754	\$45,417	2.18%	
(minus) PROJECT REVENUE (parking income)	\$1,206,777	\$1,416,139	\$1,500,000	\$293,223	24.30%	2017-2018 Parking revenue continues to rise as parking becomes in higher demand with more surface parking lots in downtown are being lost to new construction
(plus) DIRECT OWNER BILLINGS *	\$700,639	\$701,089	\$812,815	\$112,176	16.01%	2017-2018 Increase due to HHSA requested janitorial dayporter and additional common area security guard expense.
(equals) OWNERS OPERATING CONTRIBUTION	\$1,580,199	\$1,498,488	\$1,444,569	-\$135,630	-8.58%	
(plus) OWNERS CAPITAL PROJECTS CONTRIBUTION	\$794,500	\$794,500	\$1,628,550	\$834,050	104.98%	
(equals) ANNUAL OWNER'S EXPENSE:	\$2,374,699	\$2,292,988	\$3,073,119	\$698,420	29.41%	
(minus) CAPITAL RESERVE ACCOUNT DRAW DOWN	\$0	\$0	\$330,000			
(minus) OPERATING ACCOUNT TRANSFER	\$0	\$0	\$200,000			
(equals) TOTAL PROJECTED <u>NET</u> PROJECT EXPENSE	\$2,374,699	\$2,292,988	\$2,543,119	\$168,420	7.09%	

* This is SDRBA's monthly parking expenses, County and MTS utility costs and \$22K for City's Padres tax assessment district. There will always be a \$264,000 annual surplus (favorable variance) in the operating account for this billing as the parking paid by the County is not offset by any real expense throughout the year.