

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 12, 2020

9:00 AM

>>>MEETING WILL BE HELD VIA WEBINAR<<<

Meeting webinar/teleconference instructions can be accessed at the following link:

<https://www.sdmts.com/about-mts-meetings-and-agendas/other-committee>

**ACTION
RECOMMENDED**

1. ROLL CALL
2. APPROVAL OF MINUTES - October 31, 2019 Approve
3. James R. Mills Building - Adoption of Operating Budget and Capital Improvement Projects for Fiscal Year 2020/2021 Approve
Action would: (1) Approve the proposed FY 20/21 Operating Budget and authorize the Executive Officer to approve the expenditures in accordance therewith; and (2) Approve the proposed FY 20/21 Capital Improvement Budget and authorize the Executive Officer to approve the expenditure of \$1,281,825 from the Capital Reserve Account; and (3) Approve an increase in the Minimum Rent value to \$2,007,936 annually, effective November 1, 2019, pursuant to Section 3.2.2 of the Amended and Restated Ground Lease DOC # 2011-0225737 and as determined by Jones, Roach & Caringella, Inc. appraisal #2020038 dated April 8, 2020; and (4) Approve the extension of the Property Management Agreement between Colliers International Real Estate Management Services (CA), Inc. and San Diego Regional Building Authority, by exercising the final 3-year option extending the agreement through December 31, 2023.
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: To be determined.
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)

DRAFT MINUTES

October 31, 2019

1. Roll Call

Chairman Fletcher called the meeting to order at 2:03 p.m. Authority members present included Mr. Cox, Chairman Fletcher, and Mr. McClellan.

2. Approval of Minutes

Mr. McClellan moved for approval of the minutes of the May 29, 2019, San Diego Regional Building Authority (SDRBA) meeting. Mr. Cox seconded the motion, and the vote was 3 to 0 in favor.

3. Adoption of the San Diego Regional Building Authority Conflict of Interest Code

Rachel Witt, Chief Deputy County Counsel, discussed the proposed adoption of the San Diego Regional Building Authority Conflict of Interest Code. Ms. Witt stated that the Political Reform Act requires each public agency to adopt a Conflict of Interest Code. The San Diego Regional Building Authority is subject to that requirement. Ms. Witt noted that once approved, the Conflict of Interest Code will be submitted to the County Board of Supervisors for final approval.

Action Taken

Mr. Cox moved to adopt the SDRBA Conflict of Interest Code and direct the Clerk to submit it to the County of San Diego Board of Supervisors for approval. Chairman Fletcher seconded the motion, and the vote was 3 to 0 in favor.

4. Amend Capital Improvement Program (CIP) Budget

Marko Medved, County of San Diego Director of General Services and SDRBA Executive Director, provided a brief presentation regarding the amendment to the CIP budget. He stated that the SDRBA approved the budget in May 2019. There are three major projects moving forward including the building HVAC improvements project, parking garage protection project, and the lobby improvement project. Mr. Medved stated that they have received bids on the HVAC improvements project. He noted that the project cost was initially underestimated, and will also require a technical consultant and project manager, which will result in increased costs to the project. The action today would approve an increase to the CIP budget to account for the increased project costs.

Action Taken

Mr. Cox moved to approve an increase to the CIP Budget in the amount of \$491,193. Mr. McClellan seconded the motion, and the vote was 3 to 0 in favor.

5. Public Comments

There were no public comments.

6. Next Meeting Date

The next SDRBA meeting will be determined.

7. Adjournment

The meeting adjourned at 2:07 p.m.

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) October 31, 2019

CALL TO ORDER (TIME) 2:03 p.m.

RECESS _____

RECONVENE _____

ADJOURN 2:07 p.m.

| BOARD MEMBER (Alternate) | PRESENT (TIME ARRIVED) | ABSENT (TIME LEFT) |
|---|---------------------------|-----------------------|
| COX <input checked="" type="checkbox"/> | 2:03 p.m. | 2:07 p.m. |
| FLETCHER <input checked="" type="checkbox"/> | 2:03 p.m. | 2:07 p.m. |
| MCCLELLAN <input checked="" type="checkbox"/> | 2:03 p.m. | 2:07 p.m. |

OTHER ATTENDEES:

| NAME | REPRESENTING |
|-----------------|---------------------------|
| Karen Landers | MTS |
| Samantha Leslie | MTS |
| Julia Tuer | MTS |
| Rachel Witt | County of San Diego/SDRBA |
| Marko Medved | County of San Diego |
| Hugh Rowles | County of San Diego |
| Leslie Cusworth | Colliers |
| Heidi Martinez | County of San Diego |
| Danny Melgoza | County of San Diego |
| | |
| | |
| | |

SIGNED BY THE CLERK OF THE BOARD: Julia Tuer

CONFIRMED BY OFFICE OF THE MTS GENERAL COUNSEL: [Signature]

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

May 12, 2020

SUBJECT:

JAMES R. MILLS BUILDING – ADOPTION OF OPERATING BUDGET AND CAPITAL
IMPROVEMENT PROJECTS FOR FISCAL YEAR 2020/2021

RECOMMENDATIONS:

1. Approve the proposed FY 20/21 Operating Budget and authorize the Executive Officer to approve the expenditures in accordance therewith; and
2. Approve the proposed FY 20/21 Capital Improvement Budget and authorize the Executive Officer to approve the expenditure of \$1,281,825 from the Capital Reserve Account; and
3. Approve an increase in the Minimum Rent value to \$2,007,936 annually, effective November 1, 2019, pursuant to Section 3.2.2 of the Amended and Restated Ground Lease DOC # 2011-0225737 and as determined by Jones, Roach & Caringella, Inc. appraisal #2020038 dated April 8, 2020; and
4. Approve the extension of the Property Management Agreement between Colliers International Real Estate Management Services (CA), Inc. and San Diego Regional Building Authority, by exercising the final 3-year option extending the agreement through December 31, 2023.

DISCUSSION:

The James R. Mills Building located at 1255 Imperial Avenue (Mills Building) is owned jointly by the County of San Diego (County) and San Diego Metropolitan Transit System (MTS) through a ground lease, lease, and sublease transaction with the San Diego Regional Building Authority (SDRBA). The SDRBA is a joint powers authority created by the County and MTS to fund, construct, maintain and operate the Mills Building. Under the lease agreements, MTS has sole authority over the trolley infrastructure and station areas, and controls the first-floor retail space and the ninth through tenth floor office areas. The County controls the second through eighth floor office areas. The parking garage is shared proportionately by the County and MTS. County and MTS make arrangements to pay for individual monthly employee parking spaces, and additional revenue is generated from the garage for daily and special event parking, including an agreement with the Padres for 300 spaces during each Padres home game and some Petco Park special events.

The SDRBA has a property management agreement with Colliers International Management Company (Colliers) to handle day-to-day operations and maintenance of the Mills Building. Today's actions would approve the budgets for the Mills Building operations and capital improvement projects for Fiscal Year 2020, authorize an increase to the minimum rent value

pursuant to a method described within the ground lease, and extend the Colliers property management agreement for the final 3-year option.

Mills Building Budget and Overall Expense Overview

The Mills Building Budget is made up of four major categories of expenses and credits:

- 1. Operating Expenses. This includes expenses related to property management, janitorial, landscaping, security, utilities, parking, and general repairs and maintenance activities for the Mills Building. Under the MTS-County sublease, County pays 75.05% and MTS pays 24.95% of Operating Expenses.
- 2. Parking Revenue. This is a credit for parking revenue generated from daily parking fees, monthly parking fees for MTS or County employees, the Padres parking lease, and special event parking fees. This credit is used to reduce the required Operating Expense contribution from County and MTS.
- 3. Direct Owner Expenses. This includes expenses that are solely related to either the County's occupancy or MTS's occupancy. They are not split according to the Operating Expenses proportionate share percentage, but are added to either the County or MTS proportionate shares as appropriate.
- 4. Capital Improvement Expenses. This includes costs for Mills Building Capital Improvement and major repair projects. Some projects are underway or not yet commenced and may have funding from prior fiscal years. The expenses in the Fiscal Year 2020 budget reflect new projects or additional funding needed to complete projects approved in previous budgets.

Total Mills Building expenses subject to the County/MTS proportionate share allocation are calculated by the following formula:

| | |
|--------|---|
| Line A | Operating Expenses Total |
| Line B | - <u>Parking Revenue</u> |
| Line C | <i>Operating Expense Subtotal</i> |
| Line D | + <u>Capital Improvement Expenses</u> |
| Line E | <i>Mills Building Expense Total</i> |
| Line F | - <u>Reserve Account Usage, if any</u> |
| Line G | <i>Total Mills Building Expenses Subject to Proportionate Share</i> |

The County and MTS annual contributions to Mills Building Expenses are then calculated as follows:

| | |
|---|--|
| 75.05% of Line G | 24.95% of Line G |
| + <u>County Direct Owner Expenses</u> | + <u>MTS Direct Owner Expenses</u> |
| <i>County Total Mills Building Expenses</i> | <i>MTS Total Mills Building Expenses</i> |

Two other transactions impact annual Mills Building-related costs for County and MTS.

First, under the original ground lease transaction that allowed the Mills Building to be constructed on MTS-owned land, MTS is entitled to a ground lease rent payment from the County. Pursuant to the procedure defined in Section 3.2.2 of the Amended and Restated Ground Lease DOC # 2011-0225737, an appraiser, Jones, Roach & Caringella, Inc., was hired and determined that the Minimum Rent value beginning on November 1, 2019 was to be \$2,007,936 annually. County's share of the Minimum Rent is equal to 73.4% of the Minimum Rent or \$1,473,825.

Second, County and MTS share expenses related to the debt used to finance construction of the Mills Building in 1989, with County paying 72.39% and MTS paying 27.61% of such costs. The construction was funded through a series of bond transactions, with the most recent being a certificate of participation that refinanced the building debt in 2011 (2011 COPs). The 2011 COPS were completely paid off in November 2019 (i.e., during Fiscal Year 2020). After the COP is paid off the Minimum Rent payment to MTS adjusts effective November 1, 2019.

Fiscal Year 2019/20 Operating Budget and Capital Budget

Fiscal Year 2019/2020 (FY 19/20) Operating Budget is projected to end with \$0 in unallocated funds available, and having used \$458,286 of the \$675,000 of reserves in the Operating Account. This is due to a shortfall in parking event revenue due to the Covid-19 pandemic the request to restore the Operating Reserves is found below in TABLE 1: BUDGET SUMMARY.

The Capital Budget is projected to end with \$0 in unallocated funds available this amount does not include the \$200,000 reserve available in the Capital Reserve Account.

Fiscal Year 2020/21 Operating Budget

The proposed total budget for Fiscal Year 2020/21 (FY 20/21) totals \$5,080,410 and reflects projected operating expenses, offsetting parking revenue, direct owner expenses, proposed capital improvements, and restoring the Operating Reserves due to a Parking Revenue shortfall.

The proposed FY 20/21 Operating Budget reflects the following:

| | |
|--|----------------------|
| Line A Operating Expenses Total | \$ 3,295,618 |
| Line B (Less) Parking Revenue | <u>- \$1,006,762</u> |
| Line C <i>Operating Expense Subtotal</i> | \$2,288,856 |

For shared operating expenses, the proportionate share distribution is \$1,717,786 (County) and \$571,070 (MTS).

Pursuant to Table 1 Budget Summary below, annual Operating Expenses of \$3,295,618 for Budget year 20/21 have increased by approximately 14% over the annual Operating Expenses for 2019/20. The primary reasons for the increase are statutory wage increases, security contract increases, increased maintenance due to the age of the asset specifically HVAC and plumbing, and increased cleaning (including Covid19 protocol) /window washing.

The projected parking revenue of \$1,006,762 reflects a decrease in event rates and Padres game revenue during FY 20/21 due to the Covid-19 pandemic.

Direct Owner Expenses of \$1,051,443 are allocated as appropriate to MTS or County within their respective cost share amount. For FY 20/21, the distribution in Direct Owner Expenses is \$1,027,414 (County) and \$24,029 (MTS).

A parking revenue shortfall in Fiscal Year 2019/2020 of \$458,286 reduced the Operational Reserves from \$675,000 to \$216,714. The operational reserves will be restored to \$675,000 with a contribution of \$458,286.

Proposed Capital Improvements in FY 20/21 total \$1,281,825 (Attachment B).

Proposed Capital Improvement items for FY 20/21 include, in part: lighting upgrades, upgrade emergency management system; painting fire pump and engineering rooms; hands free faucets, flush valves, and paper towel dispensers; additional funding for ADA elevator interior upgrade and lobby upgrades; consultant report of interior HVAC equipment; re-ducting 6th, 7th, 8th floors; and a consultant to assess parking structure. .

The proportionate share distribution for the FY 20/21 Capital Improvement Program is \$962,010 (County) and \$319,815 (MTS).

TABLE 1: BUDGET SUMMARY:

| Expenses and Parking Revenue | Current Budget FY 2019/2020 | Projected Estimated Actuals FY 2019/2020 | Proposed Budget FY 2020/2021 |
|---|--------------------------------|--|---------------------------------|
| Project Operating Expense | \$2,890,677 | \$2,987,193 | \$3,295,618 |
| Less Parking Revenue | \$(1,603,520) | \$(1,145,234) | \$(1,006,762) |
| Direct Owner Expenses | \$745,791 | \$ 745,791 | \$1,051,443 |
| Total Capital Improvements | \$1,241,500 | \$1,732,693 | \$1,281,825 |
| Restore Operating Reserves due to a Parking Revenue shortfall | | | \$458,286 |
| SUBTOTALS | \$3,274,448 | \$4,320,443 | \$5,080,410 |
| Less Drawdown from Capital Account | \$0 | \$0 | \$0 |
| Less Transfer from Operating Account | \$0 | \$0 | \$0 |
| Subtotal | \$3,274,449 | \$4,320,443 | \$5,080,410 |
| Less Direct Owner Expenses for Share | \$(745,791) | \$(745,791) | \$(1,051,443) |
| Total Opex for Share Calculation | \$2,528,658 | \$ 3,574,651 | \$4,028,967 |
| Total Cost Shares (Operating Expense, Parking, Capital Improvements and Direct Expenses) | | | |
| MTS Share | \$ 650,854 | \$ 773,407 | \$1,029,256 |
| County Share | \$2,623,594 | \$2,992,234 | \$4,051,153 |
| Total | \$3,274,448 | \$3,765,641 | \$5,080,410 |

The Annual Cost Shares for the MTS \$1,029,256 and County is \$4,051,153 for a total of combined for 2020/21 \$5,080,410.

The FY 2019/20 Projected Estimated Actuals for MTS and County Share Costs increased by the October Board meeting for additional Capital funding totaling \$491,193.

Attachment A: Proposed FY 20/21 Operating Budget and Capital Expenditures.

Attachment B: Proposed FY 20/21 Capital Improvements.

Attachment C: FY 19/20 to FY 20/21 Current vs Proposed Budget

Attachment D: Capital Expenditure Project Summary

Attachment A: Proposed FY 2019-2020
Operating Budget and Capital Expenditures

James R. Mills Budget 2020-2021

Project Sq. Ft. 183245
Type: Office

| | | | | | | | | | | | | | | | Square Feet: 183,245 | | |
|-----------------------------------|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|----------------------|---------------|----------------|
| Acct No | | Jul 2020 | Aug 2020 | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | Jun 2021 | Total | County 75.05% | MTS 24.95% | Cost P.S.F. |
| REVENUE (Ties to Income Schedule) | | | | | | | | | | | | | | | | | |
| RENT | | | | | | | | | | | | | | | | | |
| MTS Retail Rent | | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 86,095 | 64,614.54 | 21,480.78 | 0.47 |
| | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| TOTAL RENT | | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 7,175 | 86,095 | 64,614.54 | 21,480.78 | 0.47 |
| OPERATING EXP REIMB | | | | | | | | | | | | | | | | | |
| County Warrant Ofc CAM | | 131 | 131 | 131 | 131 | 131 | 131 | 131 | 131 | 131 | 131 | 131 | 131 | 1,567 | 1,176.00 | 390.96 | 0.01 |
| Reimbursed Utilities (HHSA) * | | 21,000 | 20,999 | 21,323 | 20,500 | 18,500 | 18,620 | 18,809 | 18,000 | 17,907 | 17,558 | 18,700 | 18,632 | 230,548 | 173,026.27 | 57,521.73 | 1.26 |
| Trash Removal Reimb (Amart) | | 129 | 129 | 129 | 129 | 129 | 129 | 129 | 129 | 129 | 129 | 129 | 129 | 1,548 | 1,161.77 | 386.23 | 0.01 |
| TOTAL OPERATING EXP REIMB. | | 21,260 | 21,259 | 21,583 | 20,760 | 18,760 | 18,880 | 19,069 | 18,260 | 18,167 | 17,818 | 18,960 | 18,892 | 233,663 | 175,364.05 | 58,298.91 | 1.28 |
| PARKING INCOME | | | | | | | | | | | | | | | | | |
| 4405-0001 | Parking Padres | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 449,550 | 0 | 0 | 0 | 0 | 449,550 | 337,387.28 | 112,162.73 | 2.45 |
| 4405-0001 | Parking Game Revenue | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00 | 0.00 | 0.00 |
| 4405-0001 | Parking- MTS Monthly Parkin | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 84,000 | 63,042.00 | 20,958.00 | 0.46 |
| 4405-0001 | Parking-Daily (Transient) | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 264,000 | 198,132.00 | 65,868.00 | 1.44 |
| 4405-0001 (A) | Parking HHSA Monthly Parking * | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 | 22,800 | 17,111.40 | 5,688.60 | 0.12 |
| 4405-0001 | SanDag | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 80 | 960 | 720.48 | 239.52 | 0.01 |
| 4405-0001 | City of San Diego | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 450 | 5,400 | 4,052.70 | 1,347.30 | 0.03 |
| 4405-0001 | Retail Tenants | 240 | 240 | 240 | 240 | 240 | 240 | 240 | 240 | 240 | 240 | 240 | 240 | 2,880 | 2,161.44 | 718.56 | 0.02 |
| 4405-0001(B) | Parking Contribution MTS * | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 1,440 | 1,080.72 | 359.28 | 0.01 |
| 4405-0002 | Parking - Coupons | 0 | 0 | 0 | 0 | 0 | 0 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | 21,000 | 15,760.50 | 5,239.50 | 0.11 |
| 4405-1000 | Parking - Events | 0 | 0 | 0 | 0 | 0 | 0 | 25,000 | 21,000 | 15,000 | 33,080 | 40,326 | 20,326 | 154,732 | 116,126.37 | 38,605.63 | 0.84 |
| TOTAL PARKING INCOME | | 31,090 | 31,090 | 31,090 | 31,090 | 31,090 | 31,090 | 60,990 | 506,540 | 50,990 | 69,070 | 76,316 | 56,316 | 1,006,762 | 620,445.86 | 206,264.15 | 5.49 |
| OTHER INCOME | | | | | | | | | | | | | | | | | |
| 4801-0000 | HHSA Security * | 39,400 | 45,200 | 45,200 | 39,400 | 45,200 | 45,200 | 39,400 | 45,200 | 45,200 | 39,400 | 45,200 | 45,200 | 519,196 | 389,656.36 | 129,539.32 | 2.83 |
| 4803-0000 | MTS WO * | 35 | 6,478 | 1,510 | 1,484 | 1,518 | 1,337 | 3,734 | 1,233 | 1,393 | 1,199 | 1,272 | 1,396 | 22,589 | 16,953.27 | 5,636.03 | 0.12 |
| 4880-0000 | Interest Income | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 90 | 1,080 | 810.54 | 269.46 | 0.01 |
| 4890-0000 | Other Income/East Village Tax Assesment* | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 13,670 | 10,259.34 | 3,410.67 | 0.07 |
| 4890-0002 | Contributions MTS-San Diego Opex * | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 57,118 | 685,412 | 514,401.57 | 171,010.25 | 3.74 |
| 4890-0003 | Contributions San Diego County Opex * | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 171,811 | 2,061,730 | 1,547,328.18 | 514,401.57 | 11.25 |
| 4890-0004 | Contributions MTS-San Diego-Capital * | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 26,651 | 319,815 | 240,021.41 | 79,793.93 | 1.75 |
| 4890-0005 | Contributions-San Diego County-Capital * | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 80,167 | 962,010 | 721,988.25 | 240,021.41 | 5.25 |
| TOTAL OTHER INCOME | | 376,411 | 388,654 | 383,686 | 377,860 | 383,694 | 383,513 | 380,110 | 383,409 | 383,569 | 377,575 | 383,448 | 383,572 | 4,585,502 | 3,441,418.92 | 1,144,082.64 | 25.02 |
| TOTAL REVENUE | | 435,936 | 448,177 | 443,533 | 436,884 | 440,718 | 440,657 | 467,343 | 915,383 | 459,900 | 471,637 | 485,898 | 465,954 | 5,912,022 | 4,301,843.37 | 1,430,126.48 | 32.26 |
| | | | | | | | | | | | | | | 5,912,022 | | | |
| Operating Expenses | | | | | | | | | | | | | | | | | |
| RE Taxes | | | | | | | | | | | | | | | | | |
| 5810 | Real Estate Taxes | | | | | | | | | | | | | | | | |
| Total RE Taxes | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$ - | \$ - | \$ - |
| Administration | | | | | | | | | | | | | | | | | |
| 5810 | Payroll Building Manager | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 11,735 | 140,818 | \$ 105,683.63 | \$ 35,134.00 | \$ 0.77 |
| 5845 | Telephone | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 1,575 | 18,900 | \$ 14,184.45 | \$ 4,715.55 | \$ 0.10 |

Attachment A: Proposed FY 2019-2020
Operating Budget and Capital Expenditures

James R. Mills Budget 2020-2021

Project Sq. Ft. 183245
Type: Office

| | | | | | | | | | | | | | | | Square Feet: 183,245 | | |
|-------------------------------|---------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|---------|----------------------|---------------|----------------|
| Acct No | | Jul 2020 | Aug 2020 | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | Jun 2021 | Total | County 75.05% | MTS 24.95% | Cost P.S.F. |
| 5840 | Office Supplies/Postage | 660 | 225 | 660 | 225 | 660 | 225 | 400 | 400 | 300 | 660 | 225 | 225 | 4,865 | \$ 3,651.18 | \$ 1,213.82 | \$ 0.03 |
| 5843 | Repairs & Maintenance | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 500 | \$ 375.28 | \$ 124.76 | \$ 0.00 |
| 5805 | Management Fees | 6,560 | 6,560 | 6,560 | 6,560 | 6,560 | 6,560 | 6,724 | 6,724 | 6,724 | 6,724 | 6,724 | 6,724 | 79,709 | \$ 59,821.96 | \$ 19,887.51 | \$ 0.43 |
| 5884 | Tenant Relations | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | \$ - | \$ - | \$ - |
| 5890 | Other Administrative Expenses | 10,700 | 2,575 | 7,633 | 2,575 | 2,575 | 2,633 | 2,575 | 7,575 | 2,633 | 2,575 | 2,575 | 2,633 | 49,257 | \$ 36,967.38 | \$ 12,289.62 | \$ 0.27 |
| Total Administrative | | 31,272 | 22,712 | 28,205 | 22,712 | 23,147 | 22,770 | 23,051 | 28,051 | 23,009 | 23,311 | 22,876 | 22,934 | 294,049 | \$ 220,683.88 | \$ 73,365.26 | \$ 1.60 |
| General Building | | | | | | | | | | | | | | | | | |
| 5255 | Engineers Payroll | 15,722 | 15,722 | 16,202 | 15,722 | 15,722 | 16,202 | 15,722 | 15,722 | 16,202 | 15,722 | 15,722 | 16,202 | 190,590 | \$ 143,037.60 | \$ 47,552.14 | \$ 1.04 |
| 5690 | Repairs & Maintenance | 6,630 | 6,080 | 5,580 | 7,330 | 5,380 | 5,580 | 7,330 | 5,380 | 5,380 | 6,630 | 5,380 | 5,380 | 72,060 | \$ 54,081.03 | \$ 17,978.97 | \$ 0.39 |
| 5680 | Pest Control | 7,040 | 340 | 1,540 | 7,040 | 340 | 1,540 | 7,040 | 3,440 | 1,540 | 7,040 | 340 | 1,540 | 38,780 | \$ 29,104.39 | \$ 9,675.61 | \$ 0.21 |
| 5667 | Painting | 600 | 0 | 300 | 600 | 0 | 300 | 600 | 0 | 300 | 600 | 0 | 300 | 3,600 | \$ 2,701.80 | \$ 898.20 | \$ 0.02 |
| 5673 | Tools & Equipment | 300 | 0 | 0 | 300 | 0 | 0 | 300 | 0 | 0 | 300 | 0 | 0 | 1,200 | \$ 900.60 | \$ 299.40 | \$ 0.01 |
| 5410-0000 | Plumbing | 6,928 | 3,553 | 4,353 | 6,193 | 3,553 | 4,353 | 7,953 | 3,553 | 12,253 | 5,353 | 3,553 | 5,193 | 66,791 | \$ 50,126.65 | \$ 16,664.35 | \$ 0.36 |
| 5685 | Roof | 0 | 0 | 0 | 0 | 0 | 0 | 6,800 | 0 | 0 | 0 | 0 | 0 | 6,800 | \$ 5,103.40 | \$ 1,696.60 | \$ 0.04 |
| Total General Building | | 37,220 | 25,695 | 27,975 | 37,185 | 24,995 | 27,975 | 45,745 | 28,095 | 35,675 | 35,645 | 24,995 | 28,615 | 379,821 | \$ 285,055.47 | \$ 94,765.28 | \$ 2.07 |
| Janitorial | | | | | | | | | | | | | | | | | |
| 5505 | Cleaning Contract | 37,461 | 35,861 | 36,861 | 35,861 | 35,861 | 36,861 | 37,461 | 35,861 | 36,861 | 35,861 | 35,861 | 36,861 | 437,532 | \$ 328,367.77 | \$ 109,164.23 | \$ 2.39 |
| 5515 | Cleaning Supplies | 7,200 | 7,200 | 7,200 | 7,200 | 7,200 | 7,400 | 7,400 | 7,400 | 7,400 | 7,400 | 7,400 | 7,400 | 87,800 | \$ 65,893.90 | \$ 21,906.10 | \$ 0.48 |
| 5230 | Refuse Removal | 3,380 | 3,380 | 3,380 | 3,380 | 3,380 | 3,380 | 3,481 | 3,481 | 3,481 | 3,481 | 3,481 | 3,481 | 41,166 | \$ 30,895.08 | \$ 10,270.92 | \$ 0.22 |
| 5520 | Window Washing Contract | 5,800 | 31,950 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 37,750 | \$ 28,331.38 | \$ 9,418.63 | \$ 0.21 |
| Total Janitorial | | 53,841 | 78,391 | 47,441 | 46,441 | 46,441 | 47,641 | 48,342 | 46,742 | 47,742 | 46,742 | 46,742 | 47,742 | 604,248 | \$ 453,488.12 | \$ 150,759.88 | \$ 3.09 |
| Electrical & Lighting Systems | | | | | | | | | | | | | | | | | |
| 5315 | Electrical Supplies | 350 | 200 | 200 | 350 | 200 | 200 | 350 | 200 | 200 | 350 | 200 | 200 | 3,000 | \$ 2,251.50 | \$ 748.50 | \$ 0.02 |
| 5310 | Electrical Repairs & Maintenance | 310 | 310 | 310 | 310 | 310 | 310 | 310 | 310 | 310 | 310 | 310 | 310 | 3,720 | \$ 2,791.86 | \$ 928.14 | \$ 0.02 |
| Total Electrical | | 660 | 510 | 510 | 660 | 510 | 510 | 660 | 510 | 510 | 660 | 510 | 510 | 6,720 | \$ 5,043.36 | \$ 1,676.64 | \$ 0.04 |
| Elevator | | | | | | | | | | | | | | | | | |
| 5455-0000 | Elevator Contract | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 2,800 | 33,600 | \$ 25,216.80 | \$ 8,383.20 | \$ 0.18 |
| 5460 | Elevator Repair & Maintenance | 1,800 | 1,600 | 1,800 | 1,600 | 2,400 | 5,800 | 1,800 | 1,600 | 2,000 | 1,600 | 2,400 | 1,600 | 26,000 | \$ 19,513.00 | \$ 6,487.00 | \$ 0.14 |
| 5463 | Elevator Telephone Lines | 583 | 583 | 583 | 583 | 583 | 583 | 583 | 583 | 583 | 583 | 583 | 583 | 6,996 | \$ 5,250.50 | \$ 1,745.50 | \$ 0.04 |
| Total Elevator | | 5,183 | 4,983 | 5,183 | 4,983 | 5,783 | 9,183 | 5,183 | 4,983 | 5,383 | 4,983 | 5,783 | 4,983 | 66,596 | \$ 49,980.30 | \$ 16,615.70 | \$ 0.33 |
| HVAC | | | | | | | | | | | | | | | | | |
| 5355 | HVAC Contract Service | 6,607 | 6,607 | 11,222 | 6,607 | 6,607 | 11,222 | 6,635 | 6,635 | 11,250 | 6,635 | 16,435 | 13,650 | 110,112 | \$ 82,639.06 | \$ 27,472.94 | \$0.60 |
| 5365 | HVAC Materials & Supplies | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 1,250 | 15,000 | \$ 11,257.50 | \$ 3,742.50 | \$0.08 |
| 5360-0000 | HVAC Repairs & Maintenance | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 4,550 | 54,600 | \$ 40,977.30 | \$ 13,622.70 | \$0.30 |
| 5390-0000 | HVAC Water Treatment | 484 | 484 | 484 | 484 | 484 | 484 | 484 | 484 | 484 | 484 | 484 | 484 | 5,808 | \$ 4,358.90 | \$ 1,449.10 | \$0.03 |
| Total HVAC | | 12,891 | 12,891 | 17,506 | 12,891 | 12,891 | 17,506 | 12,919 | 12,919 | 17,534 | 12,919 | 22,719 | 19,934 | 185,520 | \$ 139,232.76 | \$ 46,287.24 | \$ 0.98 |
| Landscape & Grounds | | | | | | | | | | | | | | | | | |
| 5555-0000 | Landscape Contract | 1,905 | 1,905 | 2,505 | 1,905 | 1,905 | 5,705 | 1,905 | 1,905 | 2,505 | 1,905 | 1,905 | 2,505 | 28,460 | \$ 21,359.23 | \$ 7,100.77 | \$ 0.16 |
| 5565-0000 | Landscape Materials & Supplies | 4,300 | 100 | 100 | 1,300 | 100 | 100 | 1,971 | 100 | 771 | 1,300 | 771 | 100 | 11,013 | \$ 8,265.26 | \$ 2,747.74 | \$ 0.06 |
| 5560-0000 | Landscape Repairs & Maintenance | 100 | 100 | 100 | 6,982 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 8,082 | \$ 6,065.54 | \$ 2,016.46 | \$ 0.04 |
| Total Landscape | | 6,305 | 2,105 | 2,705 | 10,187 | 2,105 | 5,905 | 3,976 | 2,105 | 3,376 | 3,305 | 2,776 | 2,705 | 47,555 | \$ 35,690.03 | \$ 11,864.97 | \$ 0.26 |
| Parking Expenses | | | | | | | | | | | | | | | \$ - | | |
| 5618-0000 | Operating Expenses (Ace Parking) | 13,693 | 27,693 | 33,841 | 13,693 | 13,693 | 13,708 | 21,978 | 16,508 | 16,508 | 33,856 | 27,498 | 30,048 | 262,717 | \$ 197,169.11 | \$ 65,547.89 | \$ 1.43 |
| 5645-0003 | Parking-Electrical Supplies & Repairs | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 1,200 | \$ 900.60 | \$ 299.40 | \$ 0.01 |
| 5645-0004 | Parking- Elevator Expenses | 2,093 | 2,093 | 3,593 | 2,093 | 2,093 | 3,593 | 2,093 | 2,093 | 3,593 | 2,093 | 2,093 | 3,593 | 31,116 | \$ 23,352.56 | \$ 7,763.44 | \$ 0.17 |
| 5645-0005 | Parking Fire/Life/Safety | 395 | 120 | 120 | 395 | 120 | 120 | 1,385 | 320 | 120 | 395 | 120 | 120 | 3,730 | \$ 2,799.37 | \$ 930.64 | \$ 0.02 |
| 5645-0007 | Landscape & Grounds | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 325 | 3,900 | \$ 2,926.95 | \$ 973.05 | \$ 0.02 |
| 5645-0008 | Pest Control | 95 | 575 | 95 | 95 | 575 | 95 | 95 | 575 | 95 | 95 | 575 | 95 | 3,060 | \$ 2,296.53 | \$ 763.47 | \$ 0.02 |
| 5645-0010 | Parking-Materials & Supplies | 50 | 50 | 550 | 50 | 730 | 550 | 50 | 50 | 550 | 50 | 730 | 550 | 3,960 | \$ 2,971.98 | \$ 988.02 | \$ 0.02 |
| 5645-0011 | Parking-Repairs & Maintenance | 600 | 1,350 | 350 | 900 | 150 | 150 | 6,850 | 600 | 900 | 150 | 150 | 1,350 | 13,500 | \$ 10,131.75 | \$ 3,368.25 | \$ 0.07 |

Attachment A: Proposed FY 2019-2020
Operating Budget and Capital Expenditures

James R. Mills Budget 2020-2021

Project Sq. Ft. 183245
Type: Office

| | | | | | | | | | | | | | | | Square Feet: 183,245 | | |
|---|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|----------------------|---------------|----------------|
| Acct No | | Jul 2020 | Aug 2020 | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021 | Mar 2021 | Apr 2021 | May 2021 | Jun 2021 | Total | County 75.05% | MTS 24.95% | Cost P.S.F. |
| 5645-0012 | Parking-M&S Parking Equipment | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 540 | \$ 405.27 | \$ 134.73 | \$ 0.00 |
| 5645-0013 | Parking-Sweeping & Steam Cleaning | 0 | 0 | 2,200 | 0 | 0 | 2,200 | 0 | 0 | 2,200 | 0 | 0 | 2,200 | 8,800 | \$ 6,604.40 | \$ 2,195.60 | \$ 0.05 |
| 5645-0014 | Parking-Security Contract | 19,844 | 19,844 | 19,844 | 19,844 | 14,056 | 14,056 | 14,056 | 14,056 | 14,056 | 19,844 | 19,844 | 19,844 | 209,183 | \$ 156,991.62 | \$ 52,191.08 | \$ 1.14 |
| 5645-0015 | Electricity- Autopark | 4,500 | 4,400 | 4,400 | 4,300 | 4,300 | 4,300 | 4,200 | 4,200 | 4,500 | 4,500 | 4,400 | 4,500 | 52,500 | \$ 39,401.25 | \$ 13,098.75 | \$ 0.29 |
| 5645-0016 | Water-Autopark | 121 | 0 | 121 | 0 | 121 | 0 | 121 | 0 | 121 | 0 | 121 | 0 | 726 | \$ 544.86 | \$ 181.14 | \$ 0.00 |
| Total Parking | | 41,861 | 56,595 | 65,584 | 41,840 | 36,308 | 39,242 | 51,298 | 38,872 | 43,113 | 61,453 | 56,001 | 62,770 | 594,932 | \$ 446,496.24 | \$ 148,435.46 | \$ 3.25 |
| Security/Fire/Safety | | | | | | | | | | | | | | | | | |
| 5775-0001 | SFS- Telephone/Alarm | 217 | 217 | 2,050 | 1,642 | 217 | 1,210 | 777 | 217 | 1,210 | 2,482 | 217 | 2,050 | 12,506 | \$ 9,385.75 | \$ 3,120.25 | \$ 0.07 |
| 5775-0002 | SFS- Contract Service | 62,504 | 61,819 | 61,819 | 62,504 | 61,819 | 64,204 | 62,504 | 61,819 | 61,819 | 62,504 | 61,819 | 61,819 | 746,953 | \$ 560,588.23 | \$ 186,364.77 | \$ 4.08 |
| 5775-0003 | SFS-Materials & Supplies | 2,820 | 4,020 | 2,095 | 2,095 | 3,545 | 2,095 | 2,245 | 3,695 | 2,245 | 2,245 | 3,575 | 2,245 | 32,920 | \$ 24,706.46 | \$ 8,213.54 | \$ 0.18 |
| 5775-0004 | SFS-Permits/Testing | 252 | 252 | 1,182 | 252 | 537 | 852 | 275 | 275 | 275 | 275 | 275 | 275 | 4,977 | \$ 3,735.24 | \$ 1,241.76 | \$ 0.03 |
| 5775-0005 | SFS Repairs & Maintenance | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 5,670 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 22,170 | \$ 16,638.59 | \$ 5,531.42 | \$ 0.12 |
| Total Security/Fire/Safety | | 67,293 | 67,808 | 68,646 | 67,993 | 67,618 | 69,861 | 71,471 | 67,506 | 67,049 | 69,006 | 67,386 | 67,889 | 819,526 | \$ 615,054.26 | \$ 204,471.74 | \$ 4.47 |
| Utilities | | | | | | | | | | | | | | | | | |
| 5205 | Electricity-Common Area | 18,897 | 25,558 | 29,685 | 25,310 | 21,662 | 21,130 | 15,346 | 16,401 | 15,993 | 16,871 | 15,993 | 18,055 | 240,901 | \$ 180,796.20 | \$ 60,104.80 | \$ 1.31 |
| 5210 | Gas | 127 | 21 | 33 | 172 | 499 | 1,133 | 1,224 | 1,297 | 1,314 | 722 | 545 | 563 | 7,650 | \$ 5,741.33 | \$ 1,908.68 | \$ 0.04 |
| 5215 | Water- Building | 4,400 | 4,300 | 4,300 | 4,300 | 4,100 | 3,900 | 3,200 | 3,300 | 4,100 | 4,300 | 3,800 | 4,100 | 48,100 | \$ 36,099.05 | \$ 12,000.95 | \$ 0.26 |
| Total Utilities | | 23,424 | 29,879 | 34,018 | 29,782 | 26,261 | 26,163 | 19,770 | 20,998 | 21,407 | 21,893 | 20,338 | 22,718 | 296,651 | \$ 222,636.58 | \$ 74,014.42 | \$ 1.62 |
| TOTAL OPERATING EXPENSES | | 279,950 | 301,569 | 297,773 | 274,674 | 246,059 | 266,756 | 282,415 | 250,781 | 264,798 | 279,917 | 270,126 | 280,800 | 3,295,618 | \$ 2,473,361.00 | \$ 822,256.59 | \$ 17.98 |
| | | | | | | | | | | | | | | | 3,295,618 | | |
| Net Operation Income | | 155,986 | 146,608 | 145,760 | 162,210 | 194,659 | 173,901 | 184,928 | 664,602 | 195,102 | 191,720 | 215,772 | 185,154 | 2,616,404 | \$ 1,963,611.40 | \$ 652,792.86 | \$ 14.28 |
| Capital Expenses | | | | | | | | | | | | | | | 2,616,404 | | |
| | Capital | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 1,281,825 | \$ 962,009.66 | \$ 319,815.34 | \$ 7.00 |
| Total Capital | | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 106,819 | 1,281,825 | \$ 962,009.66 | \$ 319,815.34 | \$ 7.00 |
| Direct Owner Expenses (not calculated on 75/25 split) * | | | | | | | | | | | | | | | | | |
| 5655-1000 | HHSA Additional Security & Cleaning Expenses | 39,400 | 45,200 | 45,200 | 39,400 | 45,200 | 45,200 | 39,400 | 45,200 | 45,200 | 39,400 | 45,200 | 45,200 | 519,196 | \$ 519,195.68 | | \$ 2.83 |
| 5655-2000 | County Electric (floors 2-9) | 21,000 | 20,999 | 21,323 | 20,500 | 18,500 | 18,620 | 18,809 | 18,000 | 17,907 | 17,558 | 18,700 | 18,632 | 230,548 | \$ 230,548.00 | | \$ 1.26 |
| 5655-3000 | MTS & 1st Floor Tenants | 35 | 6,478 | 1,510 | 1,484 | 1,518 | 1,337 | 3,734 | 1,233 | 1,393 | 1,199 | 1,272 | 1,396 | 22,589 | | \$ 22,589.30 | \$ 0.12 |
| 5140 | County portion City Maintenance Assessment | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 1,139 | 13,670 | \$ 13,670.00 | | \$ 0.07 |
| | HHSA Monthly Parking | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 | 264,000 | \$ 264,000.00 | | \$ 1.44 |
| | MTS Monthly Parking | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 120 | 1,440 | | \$ 1,440.00 | \$ 0.01 |
| Total Tenant Direct Owner Expenses | | 83,694 | 95,936 | 91,292 | 84,643 | 88,477 | 88,416 | 85,202 | 87,692 | 87,759 | 81,416 | 88,431 | 88,487 | 1,051,443 | \$ 1,027,413.68 | \$ 24,029.30 | \$ 5.74 |
| Total Direct Owner and Capital | | 190,513 | 202,755 | 198,111 | 191,462 | 195,296 | 195,235 | 192,021 | 194,511 | 194,578 | 188,235 | 195,250 | 195,306 | 2,333,268 | \$ 1,989,423.34 | \$ 343,844.64 | \$ 12.73 |
| Adjusted Cash Flow after Direct and Capital | | -34,527 | -56,146 | -52,350 | -29,251 | -636 | -21,333 | -7,092 | 470,092 | 525 | 3,486 | 20,523 | -10,151 | 283,136 | | | |
| | | | | | | | | | | | | | | | 283,136 | | |
| | | | | | | | | | | | | | | | 4,347,061 | | |

* Direct Owners Expenses are not calculated on a split and are charges attributed 100% to either MTS or the County.

Total OPEX Plus Direct Owner Exp

| James R. Mills Budget 2019-2020 | | | | | | | |
|---|------------------|--------------------|------------------|----------------------|--------------------|----------------------|---------------------|
| © Denotes completed project | | | | | | | |
| Project | 2016/2017 | 2017/2018 | 2018/2019 | Amended 2018/2019 | 2019/2020 | Amended 2019/2020 | Budget 2020/2021 |
| 9190 BUILDING IMPROVEMENTS | | | | | | | |
| EIFS: EXT BLDG, CLOCK TOWER, MECH PLANT SEALING© | | \$111,050 | | | | | |
| EXTERIOR BUILDING PAINT © | | \$17,000 | | | | | |
| EXTERIOR BUILDING TILE RESEAL | | \$23,000 | | | | | |
| LOBBY ADA SLIDING DOOR INSTALL© | \$17,000 | | | | | | |
| "New" project LED Platform lighting, 9 AND 10 Floor change can lighting to LED, fire pump room, chiller room and electrical rooms | | | | | | | \$52,000 |
| BUILDING & AUTO PARK, LED LIGHTING RETROFIT & LIGHTING CONTROL PANELS© | \$307,000 | \$89,000 | | | \$35,000 | | |
| SECURITY CAMERA UPGRADES© | | \$20,000 | | | | | |
| X RAY & METAL DETECTOR © | | \$42,000 | | | | | |
| WATER STATIONS ON 2,3,4,5,6,8,9 © | | | | | \$27,000 | | |
| CLOCK TOWER RED WINDOW PAINTING | | | | | \$56,500 | | |
| CLOCK FACE REFURBISHMENT | | | | | \$38,000 | | |
| EMERGENCY MANAGEMENT SYSTEM | | | | | | | \$125,000 |
| PAINT FIRE PUMP ROOM | | | | | | | \$6,325 |
| PAINT/FLOORS/CABINETS ENGINEERING OFFICE AND MOVE IN AND OUT FURNITURE | | | | | | | \$26,700 |
| BUILDING RESTROOMS HANDS FREE FAUCETS (42), HANDE FREE FLUSH VALAVES (40) AND PAPER TOWEL DISPENSER (34) | | | | | | | \$45,000 |
| TOTAL 9190 BUILDING IMPROVEMENTS | \$324,000 | \$302,050 | \$0 | \$0 | \$156,500 | \$0 | \$255,025 |
| LOBBY UPGRADES | | | | | | | |
| COMMON AREA INTERIOR DOOR REPLACEMENT 1st FLOOR and AMART DOORS | \$13,500 | | | | \$60,000 | | |
| SPACE PLANNER and CONSTRUCTION MANAGEMENT FEES | | | \$65,000 | | | | \$135,000 |
| MANAGEMENT OFFICE FURNITURE,PAINT, CARPET AND MOVE | \$27,000 | | | | | | \$20,000 |
| LOBBY UPGRADE: REMODEL -SECURITY CONSOLE, FLOORING, PAINT | | \$245,000 | \$0 | | \$281,000 | | |
| ELEVATOR INTERIOR UPGRADE & DOOR FAÇADE FL 1-10 AND ADA | | \$75,000 | \$0 | | \$70,000 | | \$28,000 |
| RESTROOM UPGRADE: ADA COMPLIANCE & INTERIOR FINISHES 1ST FLOOR | | \$135,000 | \$0 | | \$184,000 | | |
| SOUTH LOBBY DOOR INSTALL and INTERIOR FIRST FLOOR DOORS | | \$16,500 | \$0 | | | | \$55,000 |
| TOTAL LOBBY UPGRADES | \$40,500 | \$471,500 | \$65,000 | \$0 | \$595,000 | \$0 | \$238,000 |
| HVAC Upgrades | | | | | | | |
| BUILDING ECONOMIZERS / BLDG MAKE UP AIR RETROFIT | | | \$212,000 | | | | |
| MECHANICAL ENGINEER TO DEVELOP SCOPE and Project manager | | | \$70,000 | | \$16,000 | \$92,457 | |
| HVAC upgrades 1st FLOOR | | | \$21,000 | | | \$21,000 | |
| COOLING TOWER REPLACEMENT REPAIRS | \$175,000 | | | | \$80,000 | \$120,134 | |
| 200 TON CHILLER REPLACEMENT | \$135,000 | | | | \$165,000 | \$19,386 | |
| 250 TON CHILLER #2 REPLACEMENT | | \$135,000 | | | \$165,000 | | |
| REPLACE AHU VALVES FL 2-9 | | \$25,000 | | | | -\$25,000 | |
| CONSULTANT REVIEW OF EXISTING HVAC EQUIPMENT (AHU, VAV'S ETC...) INVENTORY ALL EQUIPMENT AND STATUS | | | | | | | \$120,000 |
| RE-DUCTING 9TH FLOOR© | | | | | \$66,999 | \$47,860 | |
| CONSTRUCTION MANAGEMENT (PM) FEESHVAC | | | | | | \$150,150 | |
| INSPECTION FEES HVAC | | | | | | \$29,000 | |
| CONTINGENCY HVAC | | | | | | \$78,206 | |
| RE-DUCTING 6, 7 AND 8TH FLOOR | | | | | | | \$217,000 |
| PAINT CHILLER ROOM | | | | | | | \$9,800 |
| HVAC FIRE CONTROL ROOM | | | | | | | \$12,000 |
| TOTAL HVAC UPGRADES | \$310,000 | \$160,000 | \$303,000 | \$0 | \$426,000 | \$491,193 | \$358,800 |
| AUTOPARK IMPROVEMENTS | | | | | | | |
| AUTO PARK 6TH FI DECK RE-SURFACING - CONSULTANT TO ACCESS PARKING STRUCTURE | \$120,000 | \$90,000 | | | | | \$155,000 |
| AUTO PARK STRIPING & ASPHALT REPAIRS | | \$50,000 | | | | | |
| AUTO PARK SIGNAGE PROGRAM | | \$165,000 | | | | | |
| AUTOPARK INTERIOR PAINTING | | \$365,000 | \$150,000 | | | | |
| AUTO PARK PARKING PAY STATION UPGRADE - Additional funds required for Project manager© | | | \$106,000 | \$160,000 | \$34,000 | | |
| ADDITIONAL FUNDING FOR AUTO PARK PARKING PAY STATION UPGRADE (MTS AND COUNTY APPROVAL) | | | | | | | |
| EV Charging stations© | | | | | \$30,000 | | |
| TOTAL AUTOPARK IMPROVEMENTS | \$120,000 | \$670,000 | \$256,000 | \$160,000 | \$64,000 | \$0 | \$155,000 |
| LANDSCAPE IMPROVEMENT | | | | | | | |
| LANDSCAPE FENCING© | | \$25,000 | | | | | |
| MONUMENT - Plaza, upgrade landscape, lighting and way finding) | | | | | | | \$65,000 |
| TOTAL LANDSCAPE IMPROVEMENTS | \$0 | \$25,000 | \$0 | \$0 | \$0 | \$0 | \$65,000 |
| FLS UPGRADES | | | | | | | |
| CODE COMPLIANCE/NEW REGULATIONS FOR PRINGLE SWITCHES | | | \$30,000 | | | | |
| CALC CARDS FOR FIRE SPRINKLERS© | | | \$35,000 | | | | |
| FIRE HOSES FOR AUTOPARK© | | | \$25,000 | | | | |
| ADDITIONAL FLS CODE COMPLIANCE (additional interior signage/evacuation plan per Fire Marshall) | | | \$25,000 | | | | \$25,000 |
| UPGRADE FIRE/LIFE SAFETY CONTROL PANEL | | | | | | | \$185,000 |
| TOTAL FLS UPGRADES | \$0 | \$0 | \$115,000 | \$0 | \$0 | \$0 | \$210,000 |
| TOTAL BUILDING CAPITAL | \$794,500 | \$1,628,550 | \$739,000 | \$160,000 | \$1,241,500 | \$491,193 | \$1,281,825 |

ATTACHMENT C
MILLS BUDGET FY 19-20 TO FY 20-21 COMPARISON: CURRENT VS. PROPOSED

| PROJECT OPERATING EXPENSE CATEGORIES: | 2019-2020 (Budget) | 2019-2020 (Reforecasted YE) | 2020-2021 (Proposed Budget) | DIFFERENCES \$ (Budget to Budget) | DIFFERENCE % (Budget to Budget) | NOTES |
|---|-----------------------|--------------------------------|--------------------------------|--------------------------------------|------------------------------------|--|
| RE TAXES | \$ - | \$ - | \$ - | | | |
| ADMINISTRATION and ENGINEERING EXPENSE | \$ 255,923 | \$ 253,149 | \$ 294,049 | \$ (38,126) | 14.90% | Increase due to PT assistant |
| GENERAL BUILDING | \$ 325,698 | \$ 309,438 | \$ 379,821 | \$ (54,122) | 16.62% | Increase due to R and M -age of asset |
| JANITORIAL | \$ 507,170 | \$ 550,339 | \$ 604,248 | \$ (97,078) | 19.14% | Increase due to additional supplies and day porter / Covid 19 |
| ELECTRICAL & LIGHTING SYSTEM | \$ 13,120 | \$ 11,512 | \$ 6,720 | \$ 6,400 | -48.78% | Decrease due to LED project completed |
| ELEVATORS | \$ 63,996 | \$ 69,899 | \$ 66,596 | \$ (2,600) | 4.06% | Increase due to additional OT for entrappements |
| HVAC SYSTEM | \$ 122,265 | \$ 146,477 | \$ 185,520 | \$ (63,255) | 51.74% | Increase due to maint contract for new chillers and cooling tower |
| LANDSCAPE & GROUNDS | \$ 38,896 | \$ 28,853 | \$ 47,555 | \$ (8,659) | 22.26% | Increase due to additional plant material for pots and tree trimming |
| PARKING EXPENSES | \$ 577,873 | \$ 545,782 | \$ 594,932 | \$ (17,059) | 2.95% | Increase due to min. wage increase |
| SECURITY/FIRE/SAFETY | \$ 706,377 | \$ 806,186 | \$ 819,526 | \$ (113,149) | 16.02% | |
| UTILITIES | \$ 279,360 | \$ 265,558 | \$ 296,651 | \$ (17,291) | 6.19% | Increase due to actual utility history |
| | | | | \$ - | | |
| (equals) TOTAL PROJECT OPERATING EXPENSE | \$ 2,890,677 | \$ 2,987,193 | \$ 3,295,618 | \$ 404,940 | 14.01% | Increase due to PT admin assistant, HVAC and other repairs due to the age of the asset. Janitorial contract and Security Contract wage increase. |
| (minus) PROJECT REVENUE (parking income) | \$ 1,603,520 | \$ 1,145,234 | \$ 1,006,762 | \$ (596,758) | -37.22% | |
| (plus) DIRECT OWNER BILLINGS* | \$ 745,791 | \$ 745,791 | \$ 1,051,443 | \$ 305,652 | 40.98% | |
| (equals) OWNERS OPERATING CONTRIBUTION | \$ 2,032,949 | \$ 2,587,750 | \$ 3,340,299 | \$ 1,307,350 | 64.31% | |
| (plus) OWNERS CAPITAL PROJECTS CONTRIBUTION + AMENDED | \$ 1,241,500 | \$ 1,732,693 | \$ 1,281,825 | \$ 40,325 | 3.25% | |
| Restore Operating Reserves due to a Parking Revenue shortfall | \$ - | \$ - | \$ 458,286 | | | |
| (equals) ANNUAL OWNER'S EXPENSE | \$ 3,274,449 | \$ 4,320,443 | \$ 5,080,410 | \$ 1,805,961 | 55.15% | |
| (minus) CAPITAL RESERVE ACCOUNT DRAW DOWN | \$ - | \$ - | \$ - | | | |
| (minus) OPERATING ACCOUNT TRANSFER | | \$ - | \$ - | | | |
| (equals) TOTAL PROJECTED NET PROJECT EXPENSE | \$ 3,274,449 | \$ 4,320,443 | \$ 5,080,410 | \$ 1,805,961 | 55.15% | |

*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.

Attachment "D" - Capital Expenditure Project Summary

Proposed and/or upcoming projects

1. **LED** – for mechanical rooms, stairwell and can lighting
2. **Paint Fire Pump room** – painted 8 years ago and need to maintain the integrity and prevent rust and erosion.
3. **Paint and carpet engineering office/shop** – Has not been updated in 20 years. Needs a refresh and more efficient layout.
4. **Replace restroom fixtures with hands free devices**
5. **Project Management Fee** – Lobby remodel architect fees
6. **Additional Funds for Elevator upgrade** – due to new cameras and ADA regulations
7. **Additional Funds for Rear lobby door replacement** – increase in cost and changed the original scope of work
8. **Management office** – Furniture
9. **Paint HVAC Chiller room** – pipes need to be painted
10. **HVAC Fire control room** – need to add an A/C unit in the fire control room so panels do not overheat
11. **Consultant** – to review and assess spalling repairs throughout the Autopark Floor 2-6 due to environmental factors. HVAC Consultant need to verify the condition of our ancillary inventory for the building due to the age of the asset/interior equipment
12. **Monument** – update lighting, way finding signage and plant material to enhance security
13. **Reducing 6, 7 and 8th floor** – redistributing air flow and replace old duct work.
14. **EMS** – The energy metering and power management needs to be upgraded for the central plant and lighting controls.
15. **Fire Control Panel** – Upgrade panel. As a general rule these are usually upgraded every 10 years in order to be in code compliance and secure the safety of the building.

Work in progress:

1. **Common area doors** – Replacement with sliding doors. In progress
2. **Lobby remodel** – New: flooring, security desk, wall cladding and lighting. In progress
3. **First floor restroom remodel** - Completely new design and interior.in progress
4. **Elevator interior** – Upgrade and refinish. In progress
5. **HVAC upgrades** - Mechanical engineer study recommended chiller one and two replacement and cooling tower replacement. TO BE COMPLETED July 2020.
6. **Auto-park improvements** –Re-stripping and painting the walls white with identifying wayfinding color. Exterior cladding of elevators. In progress

Completed

1. **Auto-park upgrade pay station**- Installation of pay on foot and pay station, card readers and replacement of pedestrian gates.
2. **Pringle switch*** - Replace 1,600 AMP main switch gear servicing 70% of building.
3. **Arch Flash*** – Performed thermal scan of all building electrical and completed repairs.
4. **Chiller # 2 compressor***- Replaced compressor to extend life of HVAC
5. **Water stations**- Replace drinking fountains on floors 2-10.
6. **9th floor duct work** - Repair or replace as needed.
7. **LED retrofit** – Re-wire and change platform lights to LED fixture.
8. **EV Stations** – Install 3 EV charging stations in Autopark