

CHINATOWN COMMUNITY DEVELOPMENT CENTER

2007 Proposed Operating Budget

	2006 ACTUAL	2007 BUDGET	2007 BUDGET	2007 1st Cut/ 2nd Cut Variance	2007 BUDGET Property Management	2007 BUDGET Tenant Services	2007 BUDGET Housing	2007 BUDGET Programs	2007 BUDGET Resource Development	2007 BUDGET Fiscal MIS	2007 BUDGET Admin	2007 BUDGET Executive
	CCDC	1st Cut CCDC	2nd Cut CCDC									
REVENUES												
Contracts & Fees												
5010	Gov't Contracts - Federal (CDBG)	405,609	395,000	417,581	22,581		369,183	48,398				
5011	Gov't Contracts - State			-								
5012	Gov't Contracts- Local	1,024,472	913,816	954,674	40,858							
5050	Property Management Fees	618,137	622,686	622,686		622,686		860,037				
5052	Technical Asst. Fees	91,403		-								
5055	Developer Fees	25,000	240,000	240,000			240,000					
5056	Devel. Proj. Admin. Fees	77,319	153,334	143,334	(10,000)		143,334					
5059	Construction Management Fees			-								
5067	Asset Management Fees			-								
5070	Partnership Management Fees	101,738	109,540	98,700	(10,840)							98,700
5072	Prtnr. Incentive Mgt. Fee	117,000	64,082	64,082								64,082
5080	Project Bookkeeping Fees	149,315	150,522	150,522						150,522		
5083	Tenant Service Fees	159,790	162,644	162,644			162,644					
5086	Youth Tour Fees	3,734	3,000	3,000				3,000				
5095	Misc. other fees /rentals	3,100		-								
Rental Income												
5140	Rental Revenue-Commerical		2,100	2,100		2,100						
Financial Income												
5410	Interest Income	20,438	5,000	5,000						5,000		
5440	Interest Inc. - Reserves	3,758										
5450	Gain on Investment	28,648	30,000	30,000						30,000		
5452	Loss on Disposal/Investments			-								
5465	Interest Income - Wharf Plaza	266,186	285,000	285,000						285,000		
Other Income												
5510	Foundation Grant Income	1,356,277	1,157,411	1,157,413	2	4,000	208,605	40,000	576,313			328,495
5610	Donations - Corporate	211,736	265,000	265,000					265,000			
5620	Donations - Individual	84,956	94,500	94,500				5,000	89,500			
5625	In-Kind Donations	81,352	18,000	18,000					18,000			
5650	Raffle Income	8,494	10,000	10,000					10,000			
5990	Miscellaneous Revenue	2,201	1,000	1,000						1,000		
5995	Partnership Distributions	6,977	6,000	6,000								6,000
5999	Net Assets Released from Restricted			-								
TOTAL REVENUE	4,847,640	4,688,635	4,731,236	42,601	628,786	465,886	792,517	1,492,747	382,500	471,522	-	497,277

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	CCDC	1st Cut CCDC	2nd Cut CCDC									
EXPENSES												
Personnel Expenses												
Salary Expense	2,655,583	2,643,901	2,647,443	(3,542)	289,594	289,777	229,877	686,386	198,193	453,404	186,406	313,806
Fringe Benefit	557,718	612,640	593,692	18,949	57,038	82,092	49,339	160,444	41,874	99,847	44,162	58,896
Merit Increase 4%			105,898	(105,898)	11,584	11,591	9,195	27,455	7,928	18,136	7,456	12,552
Additional Fringe Benefits			11,878	(11,878)	1,299	1,300	1,031	3,080	889	2,034	836	1,408
Personnel Sub-Total	3,213,300	3,256,541	3,358,910	(102,369)	359,515	384,760	289,443	877,365	248,883	573,422	238,860	386,661
General Administrative Expenses												
6303 Printing / Copying	24,463	46,100	46,135	(35)	1,000	1,085	900	3,150	35,000	1,000	3,300	700
6304 Postage / Mailings	18,428	25,190	25,215	(25)	2,500	425	2,500	3,900	9,800	1,100	4,140	850
6305 Dues & Subscription	13,327	20,417	20,667	(250)	1,500	1,250		317	3,200	7,000	2,670	4,730
6306 Records Management	3,939	4,775	4,775				100	195	380	3,400	400	300
6307 Computer Supplies	16,993	18,710	19,010	(300)	2,000	4,600	750	960	300	10,000	200	200
6309 Meeting Expenses	9,909	13,250	13,325	(75)	350	2,675	200	7,450	850	300	1,000	500
6311 Office Expenses	38,291	41,507	42,007	(500)	5,000	5,700	1,000	3,007	1,800	9,500	14,000	2,000
6312 Office Rent	102,219	134,619	134,619		37,457	9,032	12,486	33,431	9,733	13,401	7,533	11,546
6313 Equip. Rent / Lease / Maint.	9,689	10,996	11,026	(30)	1,000	30	1,500	2,546	450	1,500	3,000	1,000
6360 Telephone / Internet Use	75,478	68,116	69,316	(1,200)	12,000	9,200	8,000	15,216	2,500	10,000	9,400	3,000
6370 Write Off of Amt Due	125,433		-									
General Administration Sub-Total	438,168	383,680	386,095	(2,415)	62,807	33,997	27,436	70,172	64,013	57,201	45,643	24,826
Other Staff Expense												
6380 Background Check	280	1,860	1,860		200	400	100	725	20	75	20	320
6381 Job Advertising	3,675	2,275	2,275		1,000	400	50	200	100	150	300	75
6382 Staff Retreat / Orientation	8,996	7,895	7,895		300	500	200	850	200	450	5,045	350
6383 Travel / Parking	30,741	18,300	18,450	(150)	300	2,750	200	5,900	650	1,000	1,550	6,100
6384 Conferences / Training	24,855	32,570	32,770	(200)	7,000	4,200	2,000	5,300	2,000	4,500	5,570	2,200
6386 Employee Awards	2,550	3,150	3,150						150		3,000	
6388 Payroll Processing Fees	11,310	10,645	10,645		1,154	770	770	4,874	641	1,154	770	513
6390 Misc. Administrative Expenses	2,499	5,820	5,820		200	3,000	20		500	700	1,200	200
6392 Interns		10,000	10,000					10,000				
6394 Honorarium	13,617	13,000	13,000			2,800		10,200				
Other Staff Sub-Total	98,522	105,515	105,865	(350)	10,154	14,820	3,340	38,049	4,261	8,029	17,455	9,758
Utilities												
6450 Electricity/Gas	12,688	12,000	12,000		3,339	805	1,113	2,980	868	1,195	672	1,029
6451 Water/Sewer	547	420	420		117	28	39	104	30	42	24	36
Utilities Sub-Total	13,235	12,420	12,420	-	3,456	833	1,152	3,084	898	1,236	695	1,065
Operating & Maintenance Exp												
6510 Janitor & Cleaning Payroll	1,148	950	950		950							
6515 Janitor & Cleaning Supplies	2,520	2,600	2,600		250		50				2,300	
6517 Janitor & Cleaning Contract	20,999	21,314	21,314		5,931	1,430	1,977	5,293	1,541	2,122	1,193	1,828
6519 Exterminating Contract	1,170	1,140	1,140		317	76	106	283	82	113	64	98
6525 Garbage and Trash Removal	2,467	2,890	2,890		804	194	268	718	209	288	162	248
6530 Security Contract	1,650	1,566	1,566		436	105	145	389	113	156	88	134
6536 Grounds Supplies	20											
6540 Repairs Payroll	7,818	6,000	6,000		6,000							
6541 Repairs Supplies	1,544	1,700	1,700		200				200		1,300	
6542 Repairs Contract	373	1,500	1,500		500				500		500	
6561 Painting Supplies	79		-									
Total O & M Expense	39,789	39,660	39,660	-	15,387	1,805	2,546	6,683	1,946	3,379	5,606	2,308

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	1st Cut CCDC	2nd Cut CCDC		Property Management	Tenant Services	Housing	Programs	Resource Development	Fiscal MIS	Admin	Executive	
CCDC												

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	CCDC	1st Cut CCDC	2nd Cut CCDC	Variance	Property Management	Tenant Services	Housing	Programs	Resource Development	Fiscal MIS	Admin	Executive	
Professional Services													
6670	Audit / Tax Services	16,240	17,500	17,500						17,500			
6672	Bookkeeping / Acctg. Services		1,000	1,000						1,000			
6675	Legal Services	2,274	7,000	7,000							7,000		
6677	Computer Services	3,492	2,350	2,350			250		100	2,000			
6678	Translation Services	3,133	6,630	6,630		1,400			500			4,730	
6690	Other Professional Services	70,952	200,250	194,250	6,000	1,000	15,000	15,000	8,250	30,000		125,000	
6695	Collaborative Subcontractors	228,054	201,249	198,250	3,000				198,250				
	Professional Fees Sub-Total	324,146	435,979	426,980	9,000	1,000	16,400	15,250	206,500	30,600	20,500	7,000	129,730
Taxes and Insurance													
6720	Property and Liability Insurance	2,226	2,200	2,200		612	148	204	546	159	219	123	189
6721	Fidelity Bond Insurance			-									
6722	Workers' Compensation Ins.			-									
6729	Professional Liability Insurance	14,377	14,000	29,500	(15,500)								29,500
6730	Other Insurance			-									
6790	Misc. Taxes / Lic / Permits / Fees	23,679	15,450	25,450	(10,000)	300			50	25,000	100		
	Total Taxes & Insurance	40,282	31,650	57,150	(25,500)	912	148	204	546	209	25,219	223	29,689
Financial Expense													
6810	Interest Expense	10,000	10,000	10,000				10,000					
	Total Financial Expense	10,000	10,000	10,000	-	-	-	10,000	-	-	-	-	-
Other Expenses													
				-									
6920	Community Outreach	34,834	23,350	23,430	(80)		1,080		13,850	3,300			5,200
6929	Catering	45,847	75,000	75,000						75,000			
6950	Tenant Activities	50,728	50,255	52,255	(2,000)		52,255						
6987	Board Expenses	1,381	2,990	2,990									2,990
6990	Misc Fundraising Expenses	85,377	25,000	25,000						25,000			
6991	Contribution Expense	300,300		-									
	Total Other Expenses	518,468	176,595	178,675	(2,080)	-	53,335	-	13,850	103,300	-	-	8,190
Capital Expenditures													
7510	Equipment			-									
7515	Computer Equipment	9,609	20,000	20,000						20,000			
7590	Project Portfolio Support	61,196	198,676	73,675	125,001	73,675							
	Total Misc Financial Expenses	70,805	218,676	93,675	125,001	73,675	-	-	-	-	20,000	-	-
Depr. / Amortization													
8500	Gain/Loss from Partnerships			-									
8610	Depreciation Expense	23,381		-									
	Total Non-Personnel Expenses	1,576,796	1,414,174	1,310,519	103,656	167,392	121,337	59,927	338,883	205,227	135,565	76,622	205,566
	Total Direct Expenses	4,790,096	4,670,716	4,669,429	1,286	526,907	506,098	349,370	1,216,248	454,110	708,987	315,482	592,228
	Gross Excess (Deficit)	<u>57,544</u>	<u>17,919</u>	<u>61,807</u>	43,888	<u>101,879</u>	<u>(40,211)</u>	<u>443,148</u>	<u>276,500</u>	<u>(71,610)</u>	<u>(237,465)</u>	<u>(315,482)</u>	<u>(94,951)</u>