

## **MEMORANDUM**

To: Members of the Housing Commission  
From: Mary Cele Smith, Housing Planner (msmith@cityhpil.com) and  
Date: November 26, 2013

RE: HOUSING COMMISSION PACKET FOR 12-4-2013 MEETING

**Note: Dinner will be served at 6:00 p.m.  
The packet contains the following documents:**

### **Part A. Priority Items**

- Regular Meeting Agenda
- **Agenda Item IV. (Action Needed) Approval of Minutes**
  - Meeting Minutes for November 6th Regular Meeting
- **Agenda Item V. Scheduled Business**
  - **1. (Action Needed) Items for Omnibus Vote Consideration**
    - Payment of Invoices: None at present
    - Ratification of Payment:
    - Illinois Attorney General for \$100.00
  - **2. (Discussion and Consideration) Inclusionary Housing Plan for Laurel Court II development. Supporting Materials:**
    - Inclusionary Housing Plan from Fulton Developers (Note: paper copies also sent in the mail to those who provided staff with addresses.)
  - **3. (Discussion and Consideration) Housing Commission Peers, Walnut Place, Ravinia, and Sunset Woods. Supporting Materials:**
    - November 2013 Management Report
    - Summary of Capital Improvements for Peers and Walnut Place
    - Accounts Receivable Up-Date
    - Summary Spreadsheets: Highland Park Housing Reserve Balances prepared 10/31/13
    - Housing Trust Fund Fiscal Year 2013, Unaudited through 10/31/13 (to be distributed later)
    - Consideration of Security Camera Proposals for Ravinia Housing. Supporting Materials:
      - Camera bid information
    - Discussion and Consideration of Plans for Peers window and a.c. project. Supporting Materials:
      - November 22, 2013 Cost Estimate Spreadsheet
      - Peers drawing November 22, 2013
      - Contract for Architectural Services (to be emailed later under separate cover)
    - 2014 Draft Budget for the rentals of the Sunset Woods Association. Supporting Materials:
      - Draft 2014 Budget for Sunset Woods rentals
  - **4. (Discussion and Consideration) Recommendation regarding a Potential Revision to the Inclusionary Housing Ordinance. Supporting Materials:**
    - Memo from Staff November 26, 2013

**Part B. Detailed and Optional Material**

- Financial Reports for Peers, Walnut, and Ravinia Housing Associations and for Sunset Woods Housing Association for the month ending October 31, 2013
- Draft Sunset Woods Condominium Association Budget for 2014
- Kaid Benfield, *Atlantic Cities, Place Matters*, “Americans are very Confused about What They Want Out of a Community,” November 25, 2013.

c:

- David Knapp, City Manager
- Joel Fontane, Jr., Director of Community Development
- Linda Sloan, Planning Division Manager
- Peter Friedman, Corporation Counsel

## **Public Notice**

In accordance with the Statutes of the State of Illinois, and the Ordinances of the City of Highland Park, the **Regular Meeting** of the City of Highland Park Housing Commission, the Peers Housing Association, Walnut Housing Association, Ravinia Housing Association and Sunset Woods Association will be held at the hour of **6:30 P.M. on Wednesday, December 4, 2013 at City Hall, 1707 St. Johns Avenue, Highland Park, Illinois**. The Meeting will be held in the Pre-Session Room on the second floor.

City of Highland Park  
Housing Commission  
Wednesday, December 4, 2013, at 6:30 p.m.  
**AGENDA**

- I. Call to order**
- II. Roll Call**
- III. Business from the Public (Citizens Wishing to Be Heard Regarding Items not Listed on the Agenda)**
- IV. Approval of Minutes –November 6, 2013 Regular Meeting**
- V. Scheduled Business**
  1. Items for Omnibus Vote Consideration
    - Payment of Invoices:
    - None at Present
    - Ratification of Payment:
    - Illinois Attorney General for \$100.00
  2. Consideration of Inclusionary Housing Plan for Laurel Court II development
  3. Housing Commission Peers, Walnut, Ravinia, and Sunset Woods
    - Management Report
    - Property Report
    - Consideration of Security Camera Proposals for Ravinia Housing at St. Johns
    - Discussion and consideration of Peers window and air conditioning replacement plans
    - Sunset Woods:
      - Report from Commissioner Meek regarding Quarterly Condominium Association Meeting
      - Consideration of draft 2014 Budget
      - Other Sunset Woods Business
  4. Discussion and Consideration of a Recommendation regarding a Potential Revision to the Inclusionary Housing Ordinance
- VI. Executive Session for Matters relating to Real Estate Acquisition, Litigation, and Personnel Matters**
- VII. Other Business**

**VIII. Adjournment**

DRAFT

**MINUTES OF A REGULAR MEETING OF THE  
HOUSING COMMISSION OF THE CITY OF HIGHLAND PARK, ILLINOIS**

**MEETING DATE:** Wednesday November 6, 2013

**MEETING LOCATION:** Mayor's Conference Room, City Hall,  
1707 St. Johns Avenue, Highland Park, IL

**CALL TO ORDER**

At 6:32 p.m., Vice Chair David Meek called to order the regular meeting of the Highland Park Housing Commission, the Peers Housing Association, the Ravinia Housing Association, the Walnut Housing Association, and the Sunset Woods Association. Each of the Commissioners also serves as Directors of each of the Housing Associations. The Chair asked Planner M. Smith to call the roll.

**ROLL CALL**

Commissioners Present: Adler, Elder, Kaltman, Meek, Naftzger, and Wigodner

Commissioners Absent: Sharfman

Student Representative: Gerber

Chair Sharfman declared that a quorum was present.

Council Liaison Present: Blumberg

Staff Liaisons Present: Planners L. Smith and M. Smith

Vice Chair Meek welcomed new Commissioner Bruce Elder. Commissioner Elder is the rabbi of Congregation Hakafa in Glenview, and he and his family have lived in Highland Park since 1999.

**BUSINESS FROM THE PUBLIC (Citizens Wishing to be Heard Regarding Items not Listed on the Agenda)**

There was no business from the public on items not listed on the Agenda.

**APPROVAL OF MINUTES**

Regular Meeting of the Housing Commission – October 2, 2013

Commissioner Wigodner moved approval of minutes of the regular meeting of the Housing Commission, the Peers Housing Association, the Ravinia Housing Association, the Walnut Housing Association, and the Sunset Woods Association held on October 2, 2013.

Commissioner Naftzger seconded the motion.

On a roll call vote:

Voting Yea: Adler, Elder, Kaltman, Meek, Naftzger, and Wigodner  
Voting Nay: None

The Vice Chair declared that the motion passed unanimously.

## **SCHEDULED BUSINESS**

### 1. Items for Omnibus Vote Consideration

Payment of Invoices: There were no invoices or other omnibus items.

### 2. Housing Commission Peers, Walnut, Ravinia, and Sunset Woods Management Report

Ms. Polly Kuehl, Senior Vice President, Evergreen Real Estate Services, reviewed the Management Report from the packet. Commissioner Adler asked whether Evergreen prohibits firearms at the 3 developments. Ms. Kuehl said that they do not: if a household has a license for a firearm, then the households may have it in the rental. Commissioner Adler directed Planner M. Smith to ask Corporation Counsel about the extent to which the Housing Commission can ban firearms at the Section 8 properties.

Ms. Kuehl also addressed a question that Commissioner Adler asked regarding whether insurance covered damages to the interiors of the units. Ms. Kuehl said that the insurance policy does not cover damages to the interiors of the units that tenants cause. The policy, however, does cover vandalism to the exterior of the property and other damages when the perpetrator is unknown, and the damage exceeds the deductible.

### Property Operations Report

There was no additional discussion of the financial reports.

### Discussion and Consideration of 2014 Budgets for Peers, Walnut and Ravinia Housing

Ms. Kuehl summarized the draft budgets for Peers, Walnut and Ravinia Housing. The Office Salaries line item for Peers and Walnut increased in 2014, because Evergreen moved the Social Services Coordinator salary into the Office Salaries line item, and because the 2013 actual budget reflected a vacant position for part of the year. Taxes and Insurance line items increased as a result of the increase in the new insurance policy, and because the Illinois Housing Development Authority increased the property tax escrow amounts.

After discussion, Vice Chair Meek entertained a motion to approve the 2014 budgets for Peers, Walnut, and Ravinia Housing. Commissioner Elder moved approval of the 2014 budgets for Peers, Walnut, and Ravinia Housing. Commissioner Naftzger seconded the motion.

On a voice vote, Vice Chair Meek declared that the motion passed unanimously.

### Discussion regarding Tenant Application

Ms. Kuehl summarized the changes made to the tenant application at the request of the Commissioners. Mr. Hart Passman in an email had requested that Evergreen review the question about arrests that do not lead to convictions. He raised a concern about leasing decisions based upon arrest history, when the applicant was not convicted. Ms. Kuehl said that they are able to use information on arrests when making a leasing decision. She also added that every housing agent receives fair housing training annually and that regulatory agencies review rejections. If

an applicant is denied, he or she has fourteen days to appeal the rejection. If the rejected applicant makes an appeal, the appeal goes up the chain to a different staff member for reconsideration. In the specific case of the Highland Park's Section 8 housing, if Building Manager Heidi Martin were to reject an applicant, then either Mary Mauney, Regional Supervisor, or Ms. Kuehl would review the rejection and ask the applicant about extenuating circumstances. In response to a question from staff, Ms. Kuehl said that Evergreen staff would prepare an annual report summarizing housing rejections by the reason for rejection.

#### Discussion regarding Grievance Procedure

Ms. Kuehl added a sentence to the adopted grievance procedure to inform tenants that if a lease violation results in a court-ordered eviction, the household would not be eligible to move into other Section 8 housing, as per HUD regulations. The Commissioners agreed that this additional information addresses their concern to inform tenants from the inception of their lease about the consequences of an eviction.

#### Update on Peers window replacement and air conditioning project

Commissioner Wigodner reported on the meeting that he attended with the project consultant team, Commissioner Adler, and Evergreen and City staff. The remaining plan component still being examined is the placement of the air conditioning sleeves through the walls of some number of apartments on the second and third floors. While all apartments will receive new window panes, only the ones on the second and third floor will receive new window air conditioning units as a result of the need to remove the air conditioners from their current location in the bay windows. There are some apartments in which the space is very constrained for placing the air conditioning units through the walls. The consultants are working on identifying these apartments and estimating the costs for special treatment of these units. Once these are known, it will be possible for the consultant team to prepare a bid package and send out a request for bids.

For future capital projects, Commissioner Wigodner recommends hiring a program manager external to Evergreen to manage the project from the outset.

#### Report on Ravinia Housing Residents' Meeting

Commissioner Wigodner and Planner M. Smith reported on the Ravinia Housing residents' meeting that took place on Wednesday October 30<sup>th</sup> at the St. Johns property. The purpose of the meeting was to discuss the security improvements planned and to engage residents on their concerns. Four of the six households at St. Johns attended. Commissioner Wigodner, Police Chief Shafer, the police social worker, Evergreen staff (Ms. Kuehl, Regional Supervisor Mary Mauney, and Building Manager Heidi Martin), and Planner M. Smith also attended the meeting.

The residents were generally positive about plans to install security cameras on the outside of the property. In particular, they welcomed the plans for cameras in the alley. The residents also agreed that it would be helpful to use the vacant town home as a police and Evergreen office over the next couple of months. The only thing that drew an almost universal negative reaction was the Evergreen practice of running another criminal background check at annual recertification.

Due to the higher costs for the security cameras than was originally anticipated, Evergreen staff will phase in the installation over two years. This year cameras will be installed at the St. Johns campus, and in 2014 they will be installed at the Pleasant Avenue campus.

Commissioner Adler recommended holding an annual or biannual meeting with the Ravinia residents to share information and hear their concerns. Planner M. Smith said that the recommendation for ongoing resident meetings would dovetail with the upcoming 2014 work plan item to investigate community resources for families in the Commission's affordable housing developments. Commissioner Kaltman volunteered to serve on the working group, and Vice Chair Meek said that he expected the group to meet in January.

#### Sunset Woods

Commissioner Meek reported that the Sunset Woods Condominium Association would be having an election for 3 seats on the Board at the November quarterly Condominium Association meeting. There are 6 seats total on the Board. With regard to the draft condominium declaration amendment, he said that he would follow-up with the Association's attorney John Bickley. He does not recommend taking the declaration to the Association at the November Meeting, because the members have not seen the draft yet.

### **EXECUTIVE SESSION**

There was no Executive Session.

### **OTHER BUSINESS**

There were 2 items of Other Business:

#### Inclusionary Housing Working Group

Planner M. Smith said that there was the need to restart the Inclusionary Housing Working Group, because staff received information regarding a proposed new development, Laurel Court II. The purpose of the working group is to review the preliminary affordable housing unit plans in order to assist the developer's understanding of and compliance with the Ordinance. This process helps insure that the Inclusionary Housing Plan is a quality proposal when the developer submits it to the Housing Commissioner for consideration. Vice Chair Meek and Commissioner Adler volunteered to serve on the group. Commissioner Elder said that he too is interested and would be happy to serve if Commissioners Meek and Adler were unavailable.

#### Plan Commission Pre-Application Discussion for a Proposed Planned Development of Mixed-Use Retail and Multi-family Residential Building at 515-555 Roger Williams Avenue

Commissioner Wigodner attended the October 15, 2013 Plan Commission Meeting and summarized the discussion of this item for the Commissioners. The proposed development in the Ravinia neighborhood is adjacent to Ravinia Family Housing's parking lot. The applicant, Al Klairmont, is proposing a mixed-use building of first floor retail and 30 multi-family residential units. This proposal is not in the public hearing stage, but in the preliminary pre-application stage.

With regard to the Ravinia Family Housing parking lot, the developer is interested in establishing a shared parking arrangement with the City rather than acquiring the lot. The applicant would need a zoning amendment to modify the area, bulk, and density requirements to proceed with the development according to his current proposal.

### **ADJOURNMENT**

Vice Chair Meek entertained a motion to adjourn the meeting. Commissioner Adler moved to adjourn. Commissioner Naftzger seconded the motion.

On a voice vote, Vice Chair Meek declared that the motion passed unanimously.

The Housing Commission adjourned its meeting at 9:00 p.m.

Submitted respectfully:

Mary Cele Smith  
Housing Planner

## **BACKGROUND ON PAYMENT TO ILLINOIS ATTORNEY GENERAL**

### **Memo**

Date: November 20, 2013

To: File

From: Mary Cele Smith  
Housing Planner

Re: Ravinia Housing in Good Standing with Illinois Attorney General's Office

I called today to confirm that Dawn Metzger, Office Assistant, Charitable Trusts Bureau, received the missing page from the audit and the \$100.00 late payment for Ravinia Housing by the deadline of November 15, 2013. She confirmed that they received the information and have accepted the Annual Report. For future reference, the phone number to contact staff at the Charitable Trusts Bureau is 312-814-2595.

With regard to the late payment, the error was the mistake of CBIZ. Ms. Polly Kuehl, Senior Vice President, Evergreen Real Estate Services, will deduct \$100 from the final payment to CBIZ for audit services.

**RAVINIA HOUSING ASSOCIATION**

**C/O CITY OF HIGHLAND PARK**  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
1150 HALF DAY ROAD  
HIGHLAND PARK, ILLINOIS 60035  
(847) 432-0867 • FAX (847) 432-0964

November 14, 2013

Office of the Attorney General  
Ms. Dawn Metzger, Office Assistant  
Charitable Trusts Bureau  
100 West Randolph Street, 11<sup>th</sup> Floor  
Chicago, IL 60601-3175

Dear Compliance Staff:

In response to your letter of November 6, 2013 regarding **Ravinia Housing Association, Registration #01045949**, I am sending you via overnight federal express, the items that you requested:

- Page 2 of the Audit, which is attached. (Please note that I inserted it into the Annual Report as well, which is enclosed and also enclosed a separate copy of the Audit for your records) and
- \$100 check for the Late Report Filing Fee.

Please let me know if you have any additional questions or need additional information. Also, please let me know that the Ravinia Housing Association remains in good standing. Thank you for your assistance.

Sincerely,



Mary Cele Smith  
Housing Planner

Attachments  
Enclosures



OFFICE OF THE ATTORNEY GENERAL  
STATE OF ILLINOIS

Wednesday, November 06, 2013

RAVINIA HOUSING ASSOCIATION  
1707 ST. JOHNS AVENUE  
HIGHLAND PARK, IL 60035

**Lisa Madigan**  
ATTORNEY GENERAL

Re: Annual Report of Charitable Organization #01045949 Period Ending 12/31/2012.

Dear Registrant:

Our office has received documents tendered as the financial report of your organization for the period above.

Your documents do not constitute a properly filed report as required by state law because the following item(s) are missing:

- 1. \$15 Annual Filing Fee: Make Check or Money Order payable to "Illinois Charity Bureau Fund." Include your CO# and filing year on the front of your check or money order.
- 2. Signatures of two officers or trustees on the Form AG990IL as required by law.
- 3. A detailed explanation must be attached for question(s) on page 2 of the Form AG990IL.
- 4. Supply a completed AG990IL. The Form AG990IL you submitted was incomplete or not included.
- 5. A "Report of Individual Fundraising Campaign" (Form IFC) for each professional fund raiser used for the above period.
- 6. Federal tax return filed with the IRS for the above period.
- 7. Financial Statements audited by a certified public accountant for the above period.
- 8. \$100 Late Report Filing Fee: Make Check or Money Order payable to "Illinois Charity Bureau Fund." Include your CO# and filing year on the front of your check or money order.
- 9. Other: (2ND REQUEST) SUBMIT PAGE 2 OF THE AUDIT (AUDIT OPINION PAGE WITH SIGNATURE) WITH \$100 LATE FEE.

If you have any questions, please contact our office at (312) 814-2595. Please submit the missing documents with a copy of this letter to:

Office of the Attorney General  
Dawn Metzger, Office Assistant  
Charitable Trusts Bureau  
100 West Randolph Street, 11th Floor  
Chicago, IL 60601-3175

	Initials	Date
Prepared by:	DAM	11/6/2013
Reviewed by:	TMB	11/6/2013

RAVINIA HOUSING ASSOCIATION

1150 HALF DAY ROAD  
HIGHLAND PARK, IL 60035

No. 1008

Date Nov. 14, 2013

70-2533/719  
8200011291



ILLINOIS CHARITY BUREAU FUND

\$100.00

One hundred and 00/100

DOLLARS

Security Features  
Included.  
Details on Back.

HIGHLAND PARK BANK  
& Trust Company  
A Branch of Lake Forest Bank & Trust Co.  
1949 St. Johns Avenue  
Highland Park, IL 60035

*[Signature]*

Memo Ravinia Hsg Co #01045949

⑈00100⑈ ⑆⑆071925334⑆ ⑈8200011291⑈



**CITY OF HIGHLAND PARK**  
 1150 Half Day Road  
 Highland Park, IL 60035  
 phone: 847/432-0867 fax: 847/432-0964  
 www.cityhpil.com

Date Received: \_\_\_\_\_

**INCLUSIONARY HOUSING PLAN**  
**(Attach additional sheets as needed)**  
**Must be reviewed by Housing Commission prior to City Council approval of**  
**Development Agreement**

Development Name: Laurel Court II

Address: 833 Laurel Ave Highland Park IL 60035 /  
819 Laurel Ave Highland Park IL

1. Development Type (check applicable housing types)

- Single Family Detached \_\_\_\_\_
- Condominium \_\_\_\_\_
- Town Home \_\_\_\_\_
- New Construction
- Rehab of Existing Units \_\_\_\_\_
- Conversion of Existing Units \_\_\_\_\_

2. Planned Unit Development

- Yes
- No \_\_\_\_\_

3. Total Number of Units 26 X 2 BUILDINGS = 52

- Number of market rate units prior to density bonus 18 x 2 = 36
- Number of market rate bonus units 4 x 2 = 8
- Number of affordable units 4 x 2 = 8

4. Please attach a copy of the site plan showing the location of each affordable unit in relation to the market rate units. (Note: If development is a PUD, the approved site plan will be deemed to be incorporated herein.)

5. Will the project be developed in phases? Yes  No \_\_\_\_\_  
 If yes, please describe the phasing and construction schedule.

PHASE I PER PLAN : TO BEGIN AS SOON AS PERMITS APPROVED  
PHASE II PER PLAN : WITHIN 2 YEARS OF OBTAINING  
80% OCCUPANCY IN PHASE I

6. Please attach a copy of the floor plan for each affordable unit. (Note: You may provide one floor plan to the extent the affordable units are identical.)

7. Please provide the plans for exterior and interior of units/buildings as follows (*Note: The items below may be provided in one or more documents*):
- A detailed listing of the interior and exterior differences between the affordable and market rate units, including provisions for parking and storage
  - The approved plan for the exterior appearance and materials for each building in the development
  - Plans for the interior materials and finishes for the market rate and affordable units, including specifications, if applicable
8. Please describe the plan for marketing the affordable units, including providing copies of marketing material, plans for advertising in particular media outlets, and description of instructions that will be provided to sales staff regarding the affordable units.

The following provisions will be considered part of your marketing plan:

- The developer has the primary responsibility for marketing the affordable units.
- The City has contracted with Community Partners for Affordable Housing (CPAH), formerly known as the Highland Park Illinois Community Land Trust, to promote the inclusionary housing program in general, to educate prospective buyers about the program, to maintain and manage the waiting list, and to process applications and qualify buyers for the affordable units.
- The developer is responsible for working closely with CPAH staff to understand the City's processes and procedures and to ensure that CPAH has sufficient information about the development to respond to inquiries from prospective buyers.
- The developer is responsible for showing the affordable units and for making it clear to prospective buyers that they must be qualified for the program in accordance with City procedures through CPAH.
- The developer will provide the City and CPAH with information and material about the affordable units that they will post on their respective web sites and make available in their respective offices. If requested, CPAH will mail information provided by the developer to persons on its waiting list, as well as to units of government that serve Highland Park, local employers, social service agencies, and civic and community organizations.

SEE ATTACHED MARKETING PLAN





# F U L T O N

DEVELOPERS  
DESIGN + BUILD

600 CENTRAL AV. # 385 HIGHLAND PARK, IL 60035  
PHONE: (847) 266-0122 FAX: (847) 266-0114

WWW.FULTONDEVELOPERS.COM

## MARKET RATE UNITS

UNIT#	# BEDROOMS	SQUARE FOOTAGE	RENT LEVEL
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### FIRST FLOOR

101	1	1329	\$ 2,215.00
102	2	1591	\$ 2,651.67
103	1	1128	\$ 1,880.00
104	1	803	\$ 1,338.33
105	1	968	\$ 1,613.33
106	1	1375	\$ 2,291.67

### SECOND FLOOR

201	2	1620	\$ 2,700.00
202	2	1578	\$ 2,630.00
203	1	1128	\$ 1,880.00
206	1	1277	\$ 2,128.33
207	2	1520	\$ 2,533.33

### THIRD FLOOR

301	2	1620	\$ 2,700.00
302	2	1578	\$ 2,630.00
303	1	1128	\$ 1,880.00
306	1	1277	\$ 2,128.33
307	2	1520	\$ 2,533.33

### FOURTH FLOOR

402	2	1578	\$ 2,630.00
403	1	1128	\$ 1,880.00
404	1	803	\$ 1,338.33
405	1	968	\$ 1,613.33
406	2	2140	\$ 3,566.67
407	2	2205	\$ 3,675.00

NOTE: THE ABOVE ARE ESTIMATED LEASE PRICES. FULTON RESERVES THE RIGHT TO MODIFY AT ANYTIME

## AFFORDABLE UNITS

### SECOND FLOOR

204	1	803	\$ 505.38	45% AMI
205	2	968	\$ 877.25	65% AMI

### THIRD FLOOR

304	1	803	\$ 1,029.00	80% AMI
305	2	968	\$ 1,613.50	100% AMI

NOTE: THE ABOVE LEASING PRICES DO NOT INCLUDE UTILITIES. PRICING BASED ON CHICAGO AMI DATED 5/31/11  
PRICING WILL BE ADJUSTED UPON COMPLETION OF PROJECT BASED ON UPDATED CHICAGO AMI LEASE PRICES.



F U L T O N

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## LAUREL COURT II

### SPECIFICATION LISTING DIFFERENCES ( 3 pages )

November 26, 2013

MARKET RATE UNITS	AFFORDABLE UNITS
<p><b>Interior Trim</b></p> <p>Solid core two panel m.w.p. 7' Second Floor Doors. 5 ¼ inch MDF base. 3 ¼ inch MDF casing.</p>	<p><b>Interior Trim</b></p> <p>Hollow core two panel m.w.p. 6'8" Height Doors all floors 2 ¼ inch MDF casing.</p>
<p><b>Plumbing</b> Common water heater</p> <p><b>Kitchen:</b> Sink – 33" Kohler undermount "Lakefield". Faucet – Moen 7570SL or allowance \$250.00 Powder room: Sink – Kohler 2210 undermount. Toilet – Kohler Wellington E.B. Faucet – Kohler 394-4BN or allowance \$250.00 Family baths: Tub – Kohler Villager (with tub spout and shower head) Sink(s) – Kohler 2210 undermount Toilet – Kohler Wellington E.B. Master bath Faucet(s) – Kohler 394-4BN or allowance \$250.00 each Colors: Brushed Nickel.</p>	<p><b>Plumbing</b> Common water heater</p> <p><b>Kitchen:</b> Sink – Elkay 22 In. X 33 In. Satin Stainless Steel Double Bowl Kitchen Sink Model K-23322-3. Faucet – Moen Chateau One Handle Chrome Kitchen Faucet Model 7426 Baths: Sink – Kohler Pennington Self-rimming Lavatory, 4" Centers Toilet – Kohler Wellington. Faucet – Chateau line Moen. Tub – Kohler Villager. Colors: White</p>
<p><b>Electric Fixtures</b> Recessed lighting and bathroom vanity lights</p>	<p><b>Electric Fixtures</b> Recessed lighting and bathroom vanity lights</p>

<p><b>Low Voltage</b> Prewire for 3 television outlets. Prewire for 3 phone outlets</p>	<p><b>Low Voltage</b> Prewire for 3 television outlets. Prewire for 3 phone outlets.</p>
<p><b>Stairs and Rails</b> Per plans common area</p>	<p><b>Stairs and Rails</b> Per plans common area</p>
<p><b>Ceramic or Marble Tile.</b> Marble tile bath floors</p>	<p><b>Bath Vinyl Tile.</b> Armstrong Units 12 in. X 12 in. Monument Sand Self-Adhering Vinyl Floor Tile Model 25202-011 or equal.</p>
<p><b>Hardwood Flooring</b> ¾ inch by 2 ¼ inch tongue and groove red oak elite floor OR ¾ inch by 3 ¼ inch red oak elite.</p>	<p><b>Carpet Flooring</b> Wall to wall carpeting in all rooms.</p>
<p><b>Counter Tops</b> Kitchen counter tops 1 ¼” granite (Uba Tuba, Verde Butterfly, Absolute Black, or equal). Bath counter tops ¾” “Crema Marfil” marble or similar.</p>	<p><b>Counter Tops</b> Laminate Kitchen and bath counter tops</p>
<p><b>Cabinets/Vanities</b> Arrax Cherry Wood or Maple Cabinets.</p>	<p><b>Cabinets/Vanities</b> Mill’s Pride white cabinets or equal.</p>
<p><b>Appliances</b> Kitchen Aid in Stainless steel</p>	<p><b>Appliances:</b> Refrigerator GE 18.2 Cu. Ft. Top-Freezer Refrigerator Model GTS18FBSWW Range GE 30" Free-Standing Electric Model JBS07HBB Microwave GE Over-the-Range Model JVM1430BD Dishwasher GE Nautilus Built-In Dishwasher Model GSD4000JBB</p>
<p><b>Mirrors.</b> Mirrors over all vanities – vanity width, height of door.</p>	<p><b>Mirrors.</b> Mirrors over all vanities – vanity width, height of door.</p>

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Our Policy of continual attention to design and construction requires that specifications, equipment and dimensions be subject to change without notice. Refer to updated plans and specifications for current details. All specifications are the ones specified or equal determined by Fulton Developers, Inc.

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F U L T O N

DEVELOPERS  
DESIGN + BUILD

600 CENTRAL AV. # 385 HIGHLAND PARK, IL 60035  
PHONE: (847) 266-0122 FAX: (847) 266-0114

WWW.FULTONDEVELOPERS.COM

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## LAUREL COURT II

HIGHLAND PARK

November 26, 2013

### MARKETING PLAN FOR UNITS 204,205,304 &305.

A color flyer with computer renderings showing exterior appearance of project together with a site plan showing location of affordable units, square footage information and lease pricing will be provided to leasing staff.

Specification listing detailing type of construction and proposed interior selections will also be provided together with floor plans of the units.

The color brochure together with floor plans and specifications will be made available to post online at the City's web site.

We can have a meeting at your convenience and provide more detailed information about the project and for our sales/lease staff to have a better understanding of the inclusionary housing program as well.

All of the marketing materials submitted will be provided to the Housing Commission as well as CPAH.

It would not be a problem for our sales staff to show the affordable units if they are not pre-leased.

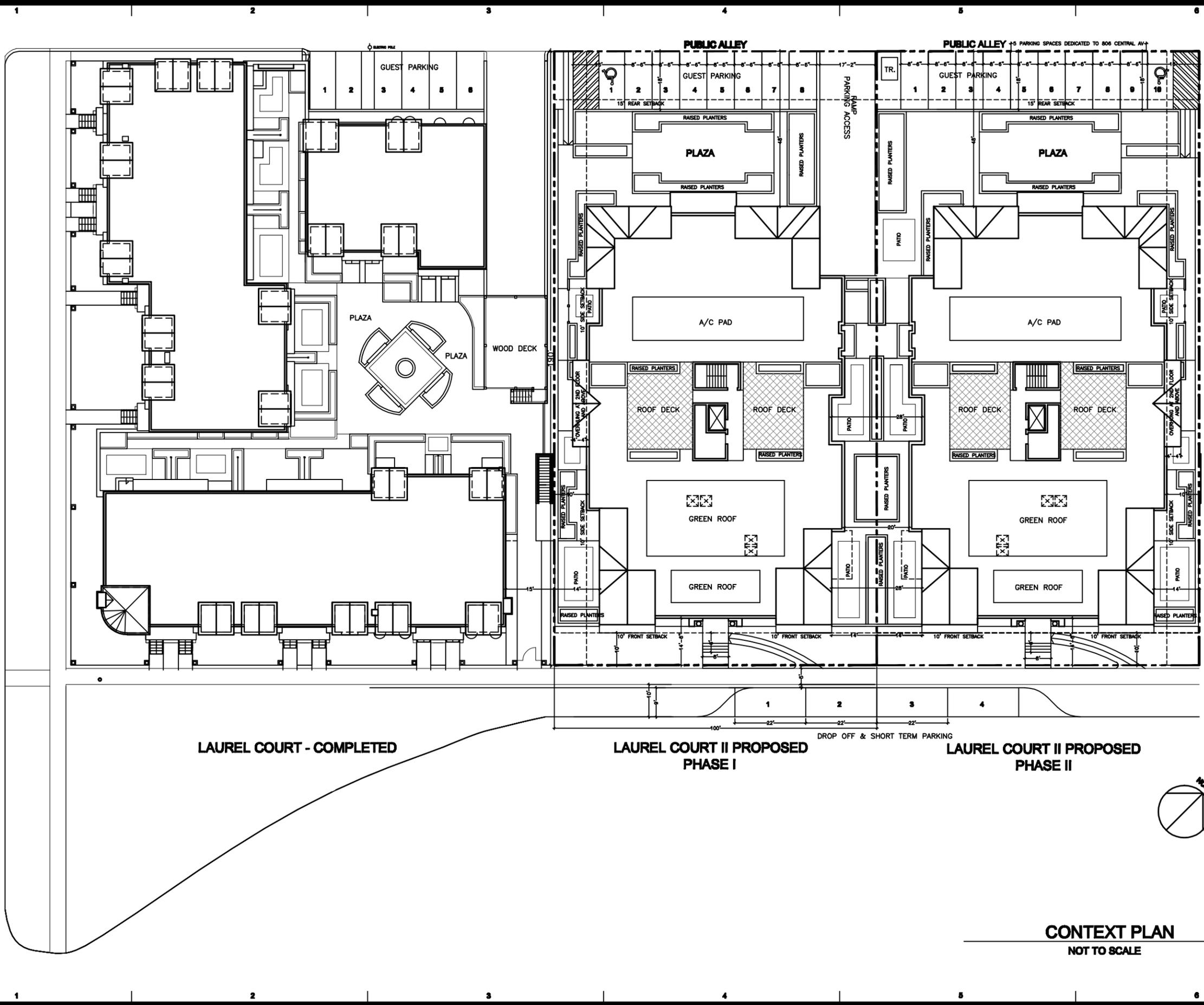
We would advertise the affordable units on the MLS only if we have not leased the units 2 months after completion.



**FULTON DEVELOPERS**  
DESIGN + BUILD

**LAUREL COURT II**  
HIGHLAND PARK

HICKORY STREET



LAUREL COURT - COMPLETED

LAUREL COURT II PROPOSED PHASE I

LAUREL COURT II PROPOSED PHASE II

DROP OFF & SHORT TERM PARKING



CONTEXT PLAN  
NOT TO SCALE

FULTON DEVELOPERS  
DESIGN + BUILD  
806 CENTRAL AV. # 305 OFFICE: 847-285-0122  
HIGHLAND PARK FAC: 847-285-0114  
WWW.FULTONDEVELOPERS.COM

LAUREL COURT II  
833.826.8196/807 LAUREL AV  
HIGHLAND PARK, IL 60035

PROPOSED CONTEXT PLAN

NO.	REVISION	DATE	PLAN COMMISSION
1		11/09/13	
2			
3			
4			

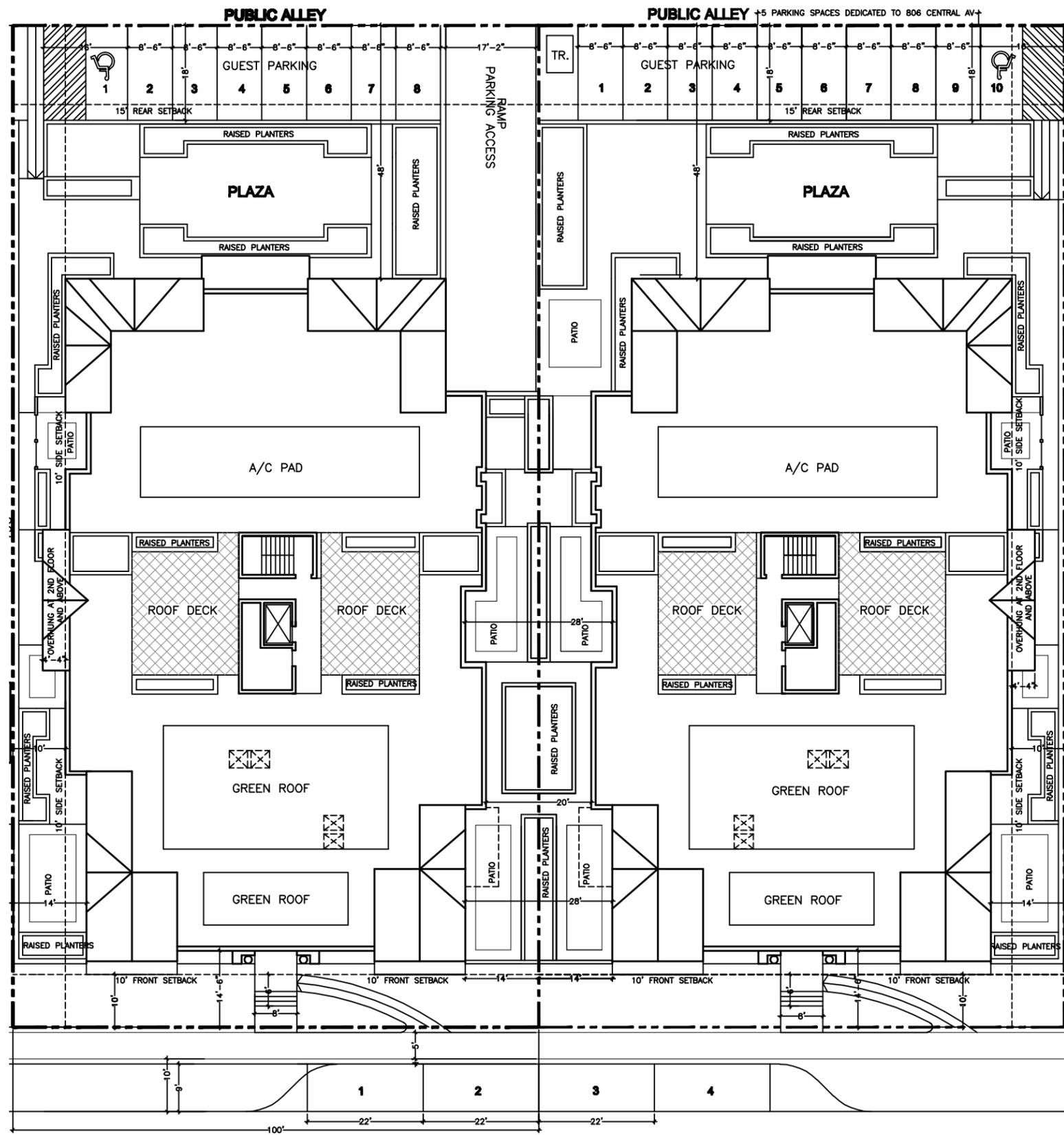
DRAWN BY:

CHECKED BY:

DATE:  
5/8/13

SHEET NO.  
**A1**





LAUREL COURT II PROPOSED  
PHASE I

DROP OFF & SHORT TERM PARKING

LAUREL COURT II PROPOSED  
PHASE II

SITE PLAN- PHASE II  
NOT TO SCALE

FULTON DEVELOPERS  
DESIGN + BUILD  
806 CENTRAL AV. # 305 OFFICE: 847-285-0122  
HIGHLAND PARK FAC: 847-285-0114  
WWW.FULTONDEVELOPERS.COM

LAUREL COURT II  
833.826.8196/8507 LAUREL AV  
HIGHLAND PARK, IL 60035

PROPOSED SITE PLAN  
PHASE II

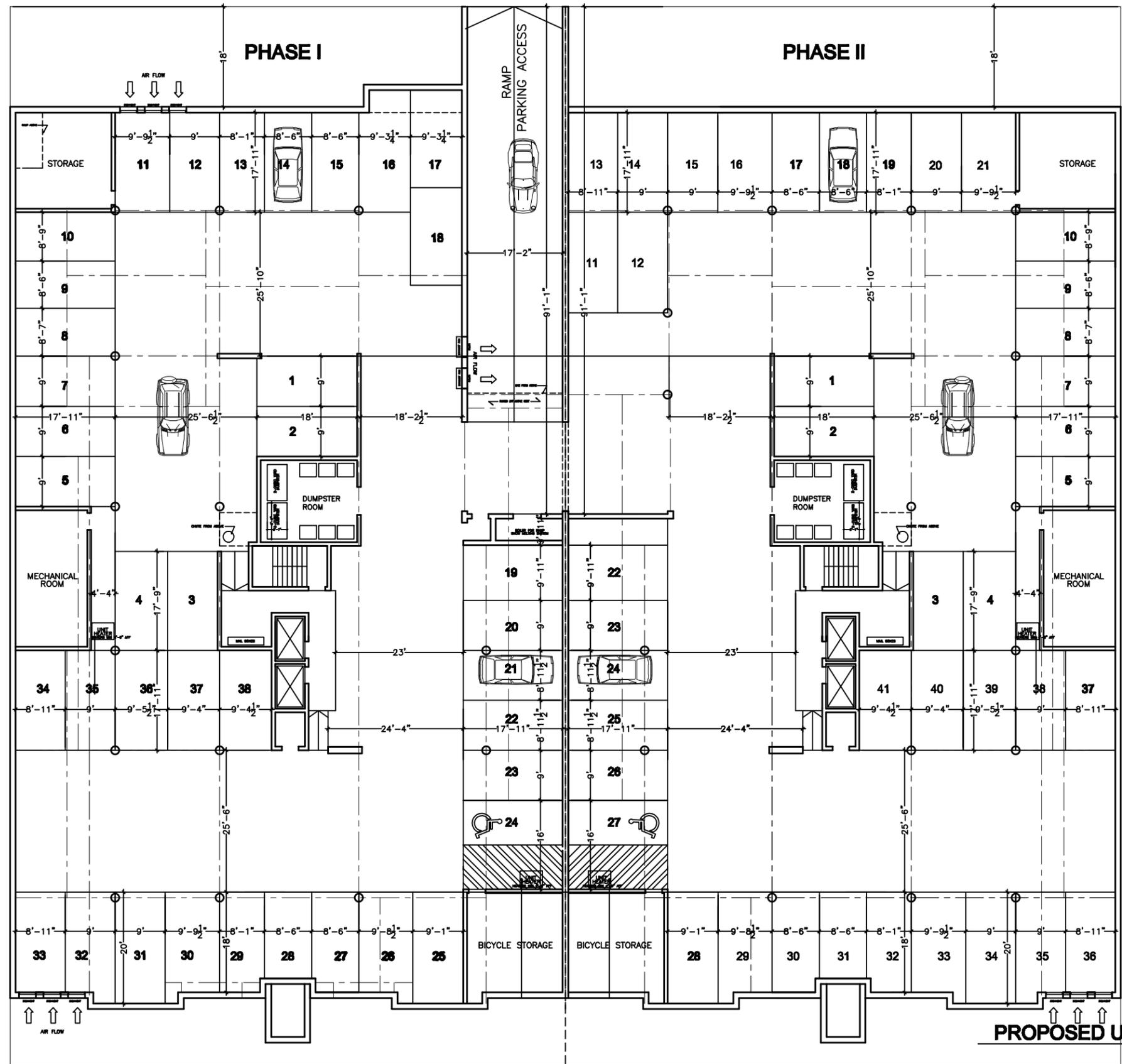
NO.	REVISION	DATE	PLAN COMMISSION
1		11/09/13	
2			
3			
4			

DRAWN BY:

CHECKED BY:

DATE:  
5/8/13

SHEET NO.  
**A3**



**38 UNDERGROUND PARKING SPACES**  
**8 OUTDOOR PARKING SPACES**

**41 UNDERGROUND PARKING SPACES**  
**5 OUTDOOR PARKING SPACES**

**PROPOSED UNDERGROUND PARKING**

NOT TO SCALE

**FULTON DEVELOPERS**  
 DESIGN + BUILD  
 600 CENTRAL AV. # 305  
 HIGHLAND PARK  
 OFFICE: 847.285.0122  
 FAX: 847.285.0114  
 WWW.FULTONDEVELOPERS.COM

**LAUREL COURT II**  
 833.826.8196/807 LAUREL AV  
 HIGHLAND PARK, IL 60035

**PROPOSED**  
**UNDERGROUND PARKING**

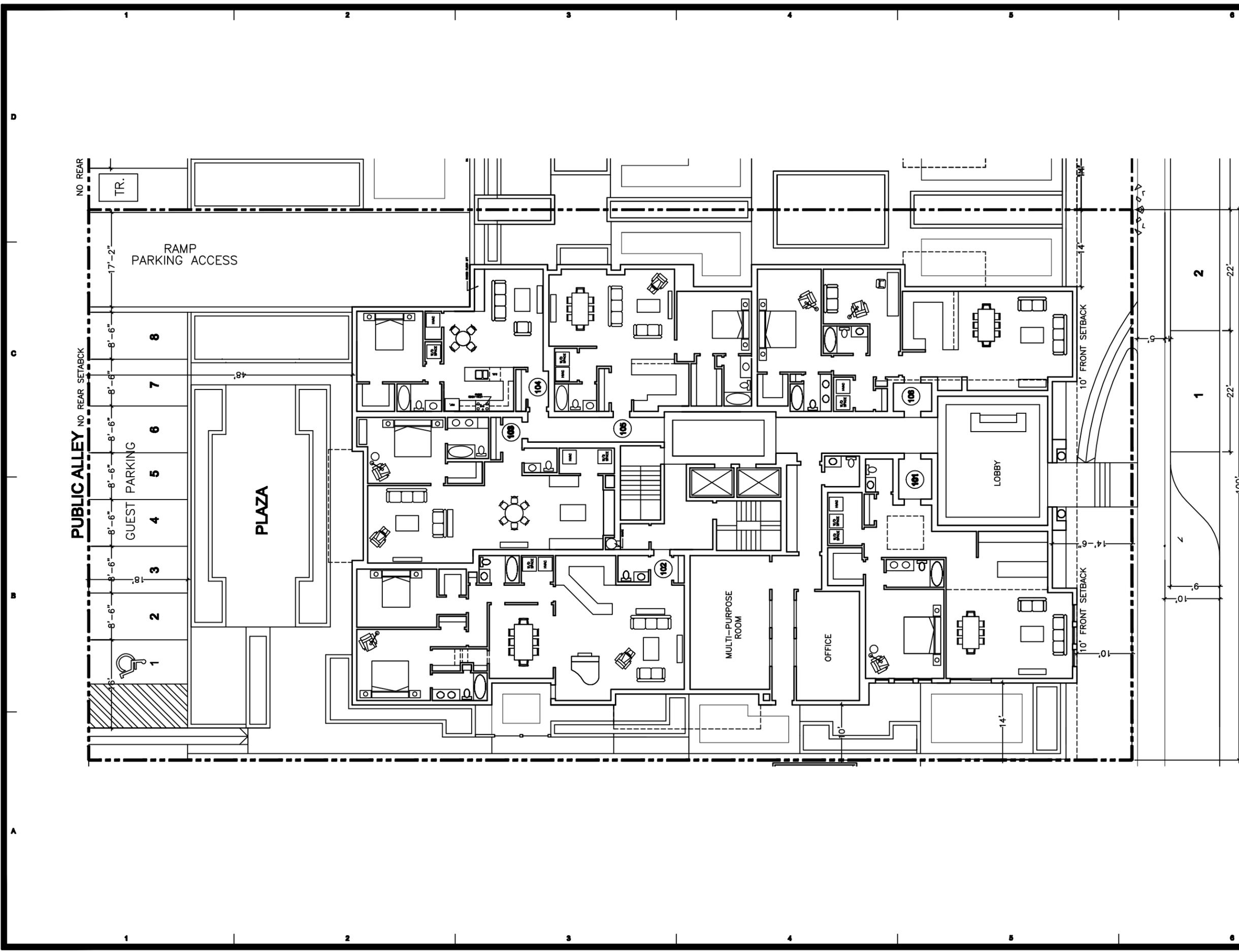
NO.	DATE	REVISION
1	11/01/13	PLAN COMMISSION
2		
3		
4		

DRAWN BY:

CHECKED BY:

DATE:  
5/8/13

SHEET NO.  
**A4-B**

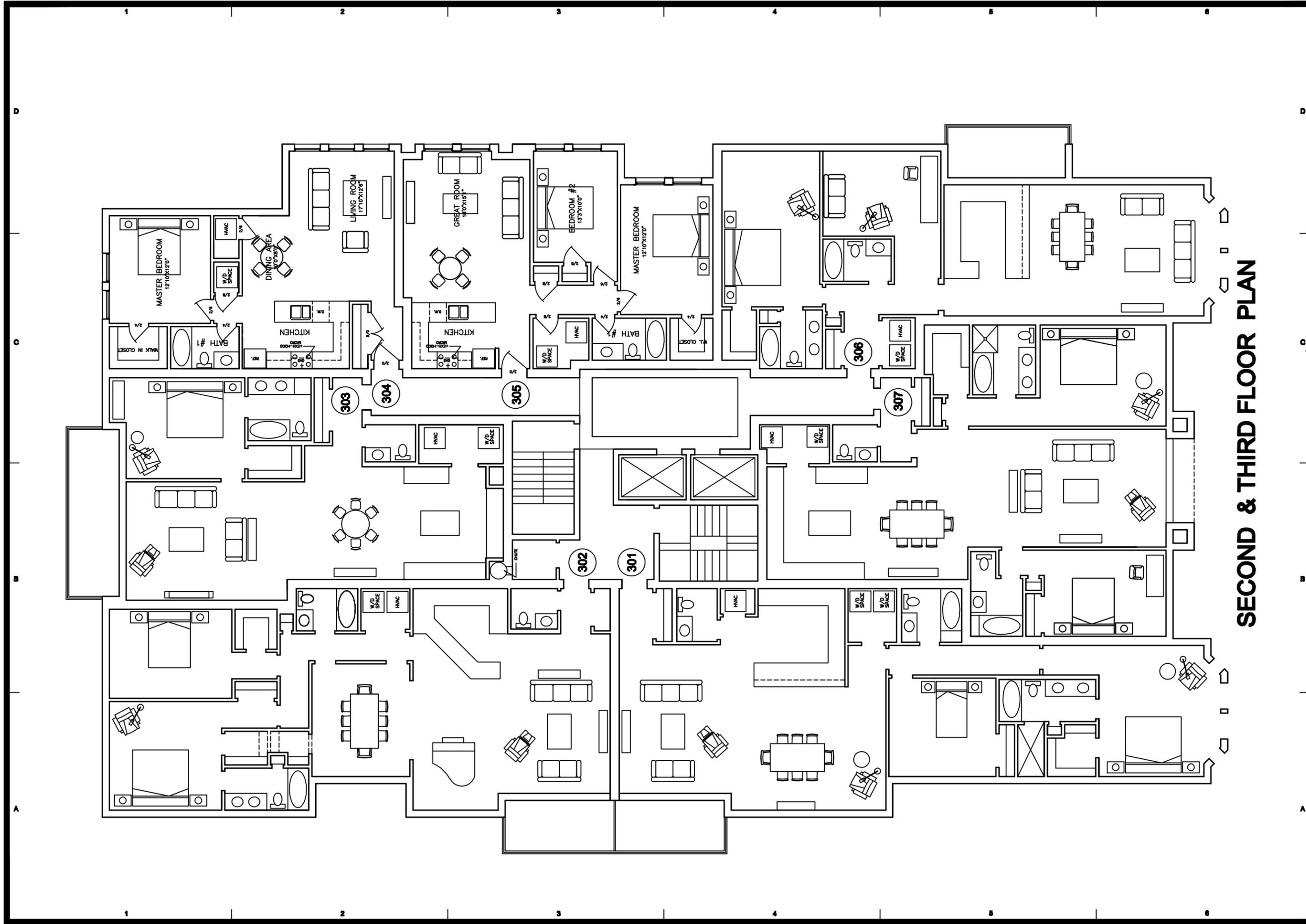


**LAUREL AVENUE  
FIRST FLOOR AND SITE PLAN**

SHEET NO.	
<b>A5</b>	
CHECKED BY:	
DRAWN BY:	
NO.	REVISION
1	11/07/13 PLAN COMMISSION
2	
3	
4	

**LAUREL COURT II**  
683.626.8184/607 LAUREL AV  
HIGHLAND PARK, IL 60035

**FULTON DEVELOPERS**  
DESIGN + BUILD  
686 CENTRAL AV, #305  
HIGHLAND PARK  
OFFICE: 847.285-0122  
FAX: 847.285-0114  
WWW.FULTONDEVELOPERS.COM



**SECOND & THIRD FLOOR PLAN**

**FULTON DEVELOPERS**  
 DESIGN + BUILD  
 688 CENTRAL AV. # 305  
 HIGHLAND PARK  
 OFFICE: 847.285.0122  
 FAX: 847.285.0114  
 WWW.FULTONDEVELOPERS.COM

**LAUREL COURT II**  
 683.625.8184/607 LAUREL AV  
 HIGHLAND PARK, IL 60035

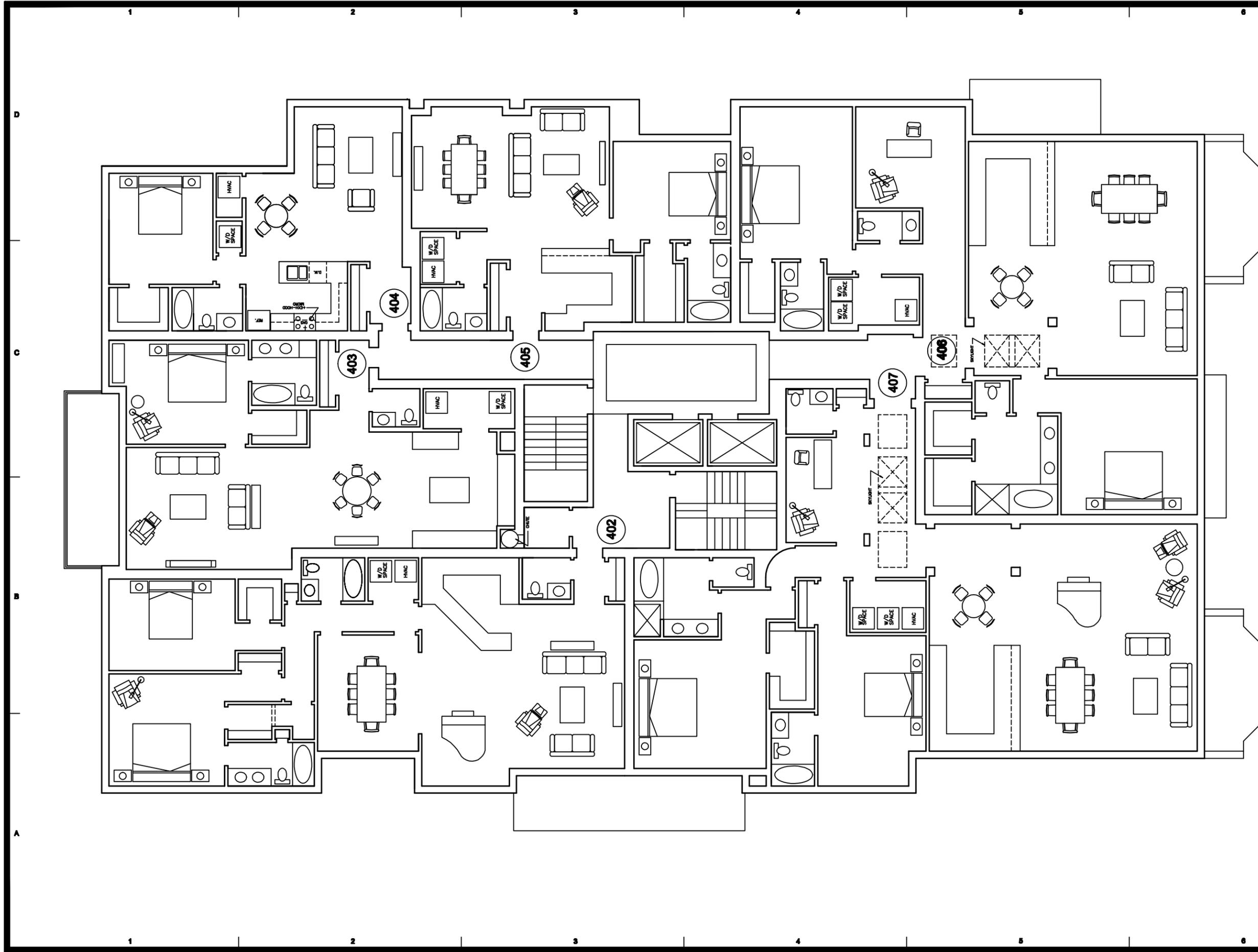
FLOOR PLANS

NO.	DATE	REVISION
1	11/09/13	PLAN COMMISSION
2		
3		
4		

DRAWN BY:  
 CHECKED BY:

DATE:  
 5/8/13

SHEET NO.  
**A6**



**FOURTH FLOOR PLAN**

**FULTON DEVELOPERS**  
 DESIGN + BUILD  
 600 CENTRAL AV. # 305  
 HIGHLAND PARK  
 OFFICE: 847.285-0122  
 FAX: 847.285-0114  
 WWW.FULTONDEVELOPERS.COM

**LAUREL COURT II**  
 633.625.8184/6307 LAUREL AV  
 HIGHLAND PARK, IL 60035

**FLOOR PLANS**

NO.	DATE	REVISION
1	11/07/13	PLAN COMMISSION
2		
3		
4		

**DRAWN BY:**

**CHECKED BY:**

**DATE:**  
5/8/13

**SHEET NO.**  
**A7**



**PROPOSED LAUREL AV ELEVATIONS**

NOT TO SCALE



**PROPOSED WEST ELEVATION**

NOT TO SCALE

**FULTON DEVELOPERS**  
 DESIGN + BUILD  
 600 CENTRAL AV. # 305  
 HIGHLAND PARK  
 OFFICE: 847.285.0122  
 FAX: 847.285.0114  
 WWW.FULTONDEVELOPERS.COM

**LAUREL COURT II**  
 633.626.6196/607 LAUREL AV  
 HIGHLAND PARK, IL 60036

**PROPOSED ELEVATIONS**

NO.	DATE	REVISION
1	11/01/13	PLAN COMMISSION
2		
3		
4		

DRAWN BY:

CHECKED BY:

DATE:  
5/8/13

SHEET NO.

**A8**



**PROPOSED EAST ELEVATION**  
NOT TO SCALE



**PROPOSED ALLEY ELEVATIONS**  
NOT TO SCALE

**FULTON DEVELOPERS**  
DESIGN + BUILD  
686 CENTRAL AV. # 305  
HIGHLAND PARK  
WWW.FULTONDEVELOPERS.COM

**LAUREL COURT II**  
683.626.6196/607.LAUREL.AV  
HIGHLAND PARK, IL 60036

**PROPOSED ELEVATIONS**

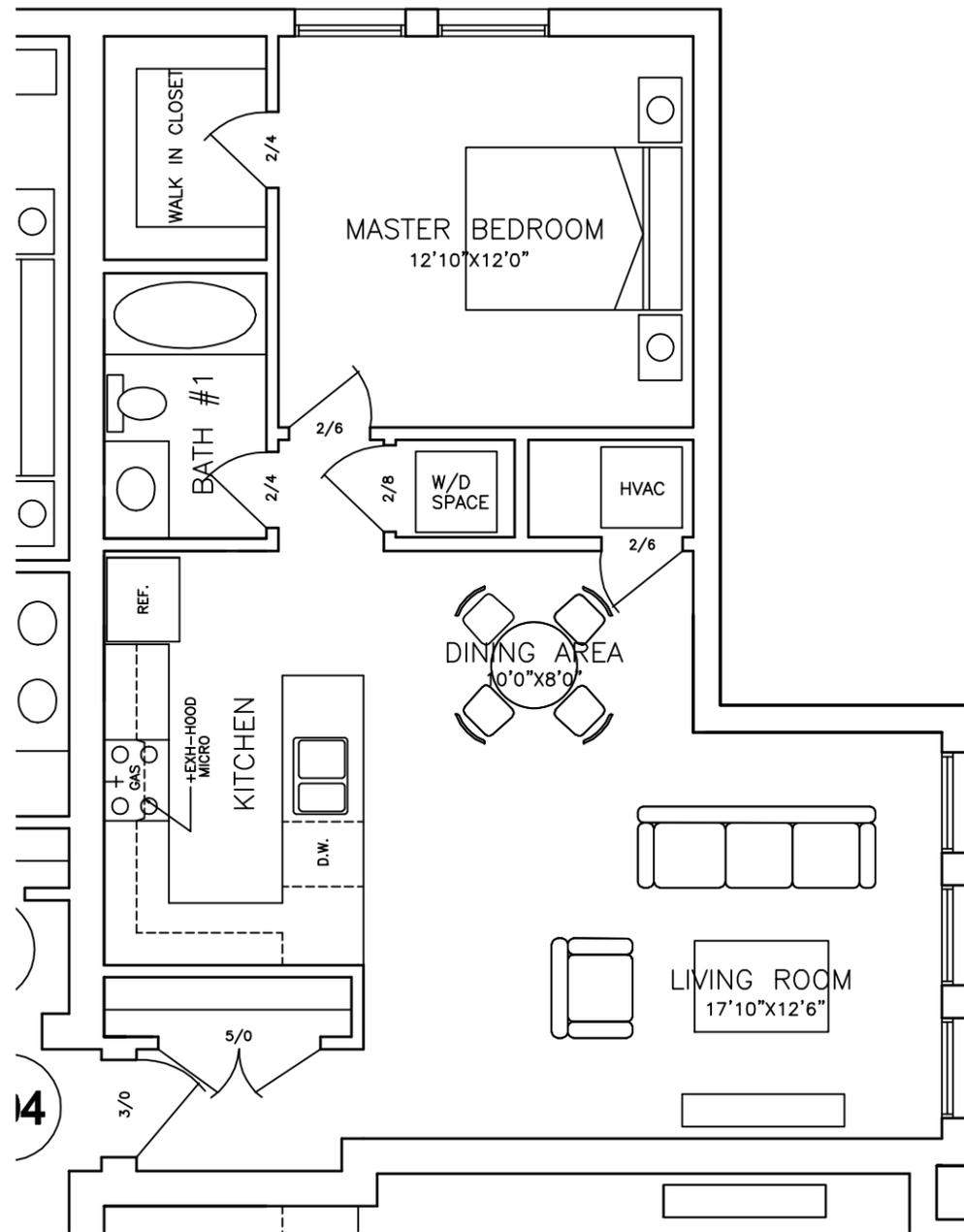
NO.	DATE	REVISION
1	11/09/13	PLAN COMMISSION
2		
3		
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CHECKED BY:

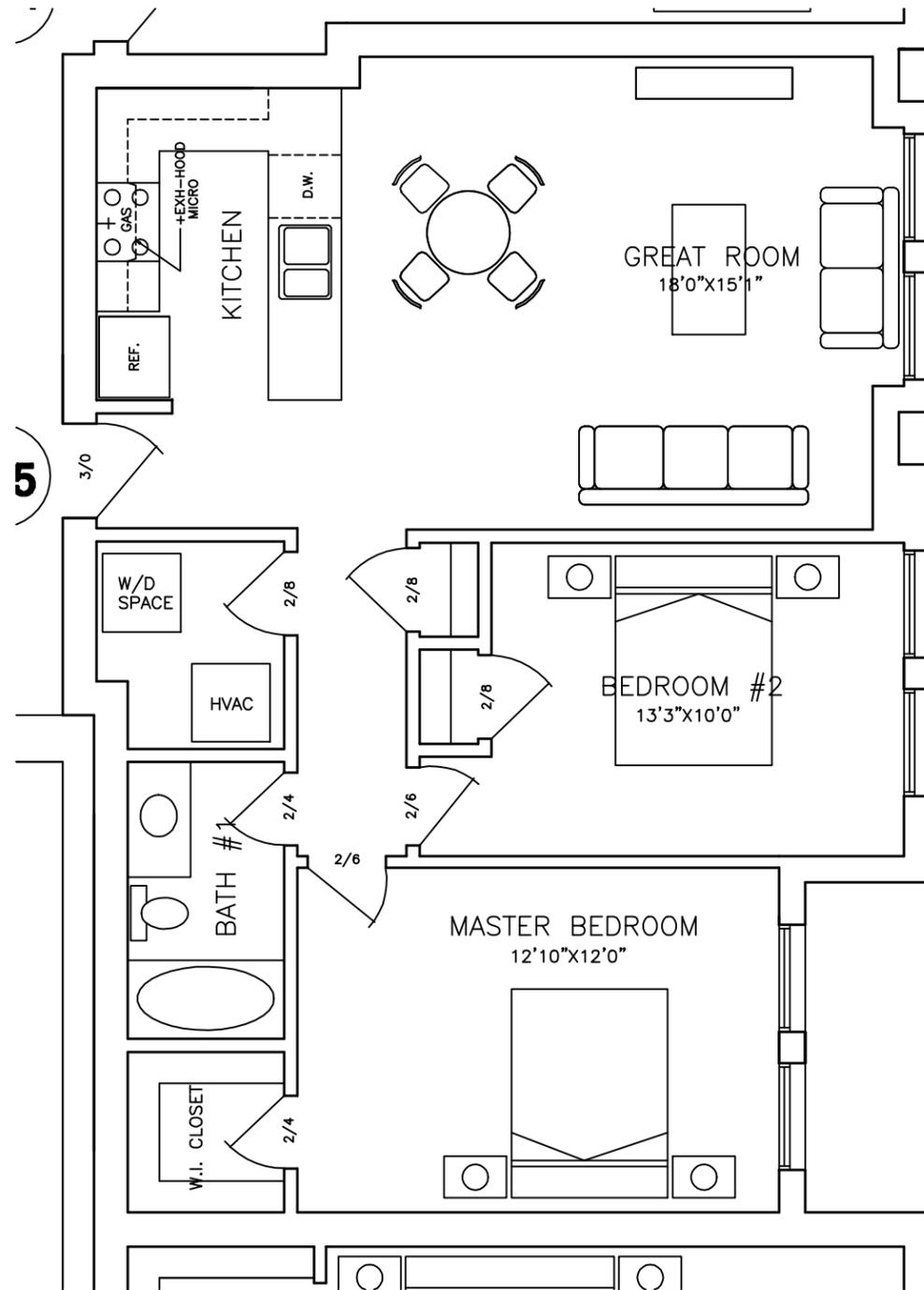
DATE:  
5/8/13

SHEET NO.  
**A9**



**AFFORDABLE UNIT 204 & 304**  
**1 BEDROOM 803 SF**

SCALE 3/16" = 1'-0"



**AFFORDABLE UNIT 205 & 305**  
**2 BEDROOMS 968 SF**

SCALE 3/16" = 1'-0"

**FULTON DEVELOPERS**  
 DESIGN + BUILD  
 600 CENTRAL AV. # 305  
 HIGHLAND PARK  
 OFFICE: 847.288.0122  
 FAX: 847.288.0114  
 WWW.FULTONDEVELOPERS.COM

**LAUREL COURT II**  
 683.626.8196/607.LAUREL.AV  
 HIGHLAND PARK, IL 60035

**AFFORDABLE UNITS**

NO.	DATE	REVISION
1	11/01/13	PLAN COMMISSION
2		
3		
4		

DRAWN BY:

CHECKED BY:

DATE:  
5/8/13

SHEET NO.

**A12**



MEMORANDUM

TO: Highland Park Housing Commission

FROM: Polly Kuehl & Mary Mauney

RE: **November Management Report/October Financial Statements**

DATE: November 27, 2013

At Frank B. Peers, the resident, who was distressed, over the past few months, because of the noise emanating from the roof was transferred to a different apartment on November 18th.

A workable solution has been offered by the architect on installing the air conditioning units at Peers and we are moving to the next step which is obtaining Owner approval for the contract and complete the specifications.

At Walnut Place, the carpet was reinstalled on the first and third floor on November 15th. It was inspected by the manufacturer and factory representatives to ensure there would be no further issues with the adhesive.

We obtained three bids to replace the fire alarm system at Walnut Place. We are using Fox Valley Fire and Safety to complete this work. We have used them in the past and they have a good relationship with the Fire Chief of Highland Park. The work will be done in the beginning of December. We have requested the \$42,000.00 it will cost to do this work from Replacement Reserve.

We have received four proposals for cameras at St. Johns and Pleasant Street campuses of Ravinia Housing. Given the complexity of camera location and installation, cost is much higher than anticipated. Part of the cost increase resulted from specifying a system that has very sophisticated options for remote viewing, length of recording and digital focus of cameras. We are recommending installation of the St. John's camera system first as this is the property with the most recent security issues. It also enables us to determine if any changes would be needed for the Pleasant Street campus. We are recommending the bid from Imperial Surveillance for \$49,180 (St. Johns) which includes warranty for three years. They are the low bidder. In addition, it will be necessary for us to set up the remote viewing station which will be used by both the St. Johns and Pleasant Street campuses. The cost for the remote viewing station is \$3,200.

Be aware that the large difference between the bids is in part related to two of the bidders employing union employees. We have \$563,867 in Replacement Reserves (October 31, 2013). Ravinia Housing places an additional \$15,996/year into Replacement Reserves.

In reviewing the bid summary sheet, be aware that varifocal is a camera lens that changes as focal length changes. MP stands for megapixel. The 1080p, 3 megapixel cameras offered by Imperial Surveillance are superior to the 720p, 1 megapixel cameras that were included in the other bids as the resolution is greater. The IR(Infrared) illuminator is an LED panel that is attached to the camera and will vastly improve the pictures taken at night by lighting up the area without shining a bright light at the object and alerting people that a camera is recording activity. The United Surveillance bid included IR illuminators on all the cameras. Imperial Surveillance as well as the other bids included these illuminators only on the cameras in the interior perimeters. We will see if additional illuminators are required during installation and add if needed. The cost for an IR illuminator is approximately \$200.00 per camera. All bids were for motion activated filming and 30 days storage. All bids include all needed electrical work, wiring, installation costs, licenses, battery backups, wall racks, and lockboxes. The remote viewing station bid includes a computer, software, and an HD monitor. It will be possible to view camera footage also from an iPhone or an Android.

Follow up to two recent court cases:

- The family who was evicted from the property and ordered to move from the unit as of November 9, 2013 moved out on November 13th. The Highland Park Police department will be using the unit to take breaks and complete paperwork through January of 2014.
- We have completed an interim recertification for the household whose eviction was dismissed by the court at the end of September. The son, who had engaged in criminal activity, was removed from the lease and management put him on the barred list at the property. Once the cameras are installed, any barred individual's presence on the property will be documented and may result in a lease violation for those individuals allowing a barred individual access to the units.

### **Frank B. Peers**

**Occupancy:** The resident in unit 409 transferred on November 18th to unit 216. Unit 409 has been leased as of December 2, 2013.

**Physical:** During the month of November, aside from regular maintenance, the fall landscape cleanup was completed; the quarterly inspection of the HVAC system was conducted and a new draft motor was installed on the roof top air handler system.

**Social Programs:** Regular social programming occurred including the monthly luncheon, which was a traditional Thanksgiving meal, and weekly bingo. Catholic Charities passed out food packages.

**Financial:** Net Operating Income (NOI) for October was negative to budget by (\$3,224) and YTD NOI is positive to budget by \$58,879. Cash carryover decreased to \$31,591.

**Income -** Income was positive to budget at the property due to the rent increase. Vacancy loss was slightly negative to budget.

**Expense –** Expense line items that were significantly negative to budget include:

- Office supplies (#6311) Reflects quarterly office supply store order including toners and cartridges.
- Consulting/Study Costs (#6380) - Reflects fees paid to the architect for the window project.
- Computer Supplies/Data Processing(#6390) - Reflects costs to fix property computer.
- Heating/Cooling Contractors(#6546) - Includes cost to replace draft motor on roof air handler.
- Grounds Contractor (#6537) - Includes tree trimming and flower planting.
- Decorating (#6560) – Includes painting three by contractor.
- Fire Protection (#6580) –Includes annual fire alarm testing.

### **Walnut Place**

**Occupancy:** There were no vacancies at Walnut Place during the month of November. A resident will be vacating on the last day of the month. We are in the process of processing an applicant for the unit.

**Physical:** Aside from routine maintenance, carpet tiles were reinstalled on the first and third hallways.

**Social Programs:** Regular social programming occurred, including a monthly luncheon, which was a Thanksgiving dinner, weekly bingo, and the monthly social planning meeting. Catholic Charities passed out food packages.

**Financial:** Net Operating Income (NOI) for October was negative to budget by (\$16,720) and YTD NOI was positive to budget by \$20,496. Cash carryover decreased to \$2,320.

**Income** - Income was positive to budget by \$3,283 as a result of 100% occupancy during November. In addition some subsidy was received for prior months during the month.

**Expenses** – Expense line items that were significantly negative to budget include:

- Office supplies (#6311) Reflects quarterly office supply store order including toners and cartridges.
- Consulting Fees (#6380) – Cost represents fees for pre-REAC inspection
- Grounds Contractor (#6537)- Reflects fall grounds clean up and flower/shrub plantings, tree trimming and stump grinding.
- Heating and Cooling Contractor(#6546)- Reflects cost for HVAC preventative maintenance.
- Decorating (#6560 & 6564)- Reflects cost to paint five units, the laundry room and community room.
- Fire Protection (#6582) - Includes cost for annual fire alarm testing and replacement of relief valve.
- Plumbing Repairs (#6595) Includes repair to leak in unit 403.
- Roof Repairs (#6598) - Includes roof repairs and roof leak repair.

## **Ravinia Housing**

**Occupancy:** St. John's Unit 2745 was vacated September 30<sup>th</sup> and has been used by the police during the month of November as a rest station where officers can complete paperwork and eat lunch. Unit 763 was vacated on November 13, 2013. The unit is in the process of being rehabbed and we hope to have it occupied by the middle of December.

**Physical:** Regular maintenance was performed along with fall landscape cleanup.

**Social Programs:** Resident newsletter distributed. A resident meeting was held on October 30<sup>th</sup> to discuss security measures being taken at the property. (Police presence and future camera installation) Five residents attended.

**Financial:** Net Operating Income (NOI) for October was negative to budget by (\$8,431) and YTD NOI was negative to budget by (\$5,236). Cash carryover decreased to \$1,516.

**Income** –Income is slightly negative to budget due to vacancies.

**Expenses** - Expense line items that were significantly negative to budget include:

- Office Supplies (#6311 ) – Reflects quarterly office supply store order including toners and cartridges.
- Legal Expense (#6340) - Legal Expense includes attorney fees in two eviction cases.
- Insurance (#6720) – This reflects the insurance increases, effective in late summer.
- Mortgage Interest – This amount reflects the insurance increases effective late in the summer.
- Decorating (#6560)- reflects cost to paint five units, 1 vacant and 4 occupied.
- Repairs Contract (#6520) – Reflects cost to paint seven units, concrete work, tree trimming, and flower and bush plantings

**Accounts Receivable Up-Date**  
**October, 2013**

**Frank B. Peers**

Tenant A/R increased from \$1,231 at the end of September to \$2,968 at the end of October. The increase is due to a resident not reporting income and entering into a repayment plan during the month. The breakdown is as follows:

Current	\$ 2,614
30 Days	\$ 285
60 Days	\$ 0
90+ Days	\$ 46
Prepaid	(\$ 23)

Subsidy A/R decreased slightly from \$53,661 at the end of September to \$52,491 at the end of October. The breakdown is as follows:

Current	\$ 6,971
30 Days	\$ 7,397
60 Days	\$ 1,154
90+ Days	(\$ 7,034)
Prepaid	(\$ 44,003)

**Walnut Place**

Tenant A/R decreased slightly from \$18,596 at the end of September to \$18,576 at the end of October. The breakdown is as follows:

Current	\$ 793
30 Days	\$ 661
60 Days	\$ 699
90+ Days	\$ 16,054
Prepaid	(\$ 369)

The 90+ Days A/R is comprised of EIV payments (3 residents) that are being reimbursed monthly.

Subsidy A/R decreased slightly from \$48,418 at the end of August to \$46,281 at the end of September. The breakdown is as follows:

Current	\$ 8,528
30 Days	\$ 1,924
60 Days	\$ 1,392
90+ Days	\$ 11,434
Prepaid	(\$ 23,003)

**Ravinia Housing**

Tenant A/R decreased from \$53,491 at the end of September to \$46,768 at the end of October, primarily because we received subsidy from previous a resident who had signed her certification late. The breakdown is as follows:

Current	\$ 11,810
30 Days	\$ 3,600
60 Days	\$ 1,977
90+ Days	\$ 28,310
Prepaid	(\$ 1,071)

Subsidy A/R increased from \$19,214 at the end of September to \$31,532 at the end of October. This large increase was the result of the property being required to terminate subsidy a resident under eviction. Once the eviction was complete and a money judgment was granted, HUD reinstated the subsidy and the \$16,850 was returned with the November HAP payment. The breakdown is as follows:

Current	\$ 12,775
30 Days	(\$ 464)
60 Days	(\$ 2,688)
90+ Days	\$ 2,050
Prepaid	(\$ 19,859)

Highland Park Housing Commission										
Reserve Balances										
Date: 10/31/2013										
Account Name		Frank B. Peers		Walnut Place		Ravinia Housing		Sunset Woods		TOTAL
Checking (Property)		31,591		2,320		1,517		23,582		
Security Deposit		23,115		21,499		8,486		10,508		
Replacement Reserve		158,541		181,769		563,867		0		
Residual Receipts		31,875		27,095		0		0		
Operating Reserve		0		0		16		9,121		
Association Money				104,579		81,932		128,596		
Market Checking										
Association Small Business Checking		9,535						9,502		
Association Receivable/(Liability)								(258,832)		
1) Due from Hsg. Trst. Fd 277 GB		7,492		Total						
2) Due from Hsg. Trst Fd. Emerg.		689		A/R						
3) Due from Sunset Woods		258,832								
Association CDs		Maturity								
CD #1		1/7/2014		505,832						
CD #2		10/7/2013		506,373						
Association MaxSafe Money Market		1,113,328								
TOTAL		2,647,203		337,262		655,818		(77,523)		

<b>2743 St. Johns Camera Installation</b>				
<b>Bidder</b>	<b>United Surveillance</b>	<b>Imperial Surveillance</b>	<b>Rush Rash</b>	<b>Tyco</b>
Day/Night Cameras-Digital	Yes	Yes	Yes	Yes
Resolution apartment entrance (15 cameras)	1MP w/IR Illuminator	1080P 3MP	720P 1MP	720P 1 MP
interior perimeter (8 cameras)	1MP w/IR Illuminator	1080P 3MP w/IR Illuminator	720P 1MP w/IR Illuminator	720P 1 MP w/IR Illuminator
outer perimeter (5 cameras)	5MP w/IR Illuminator	1080P 5MP	720P 5MP	720P 5 MP
Lens	Focal/Varifocal based on need	Zoom Varifocal	Varifocal	Varifocal
Video recorder	Not specified	Geovision	Exacq	Exacq
Fan	No	Yes	Yes	Yes
Transmitter/Receiver	Multipoint Receiver for building 1, Wireless transceivers for buildings 1 & 2	Nano Digital Omni- directional Transmitter & Nano Digital Omin Directional Transmitter	Ethernet Radio Transmitter/Fluidmesh Ethernet Radios 30bit/s and 60bit/s throughout module	Ethernet Radio Transmitter/Fluidmesh Ethernet Radios 30bit/s and 60bit/s throughout module
<b>Cost w/tax</b>	<b>\$77,502.49</b>	<b>\$44,380.00</b>	<b>\$45,000.00</b>	<b>\$78,451.14</b>
<b>Warranty Information St. Johns</b>				
<b>Bidder</b>	<b>United Surveillance</b>	<b>Imperial Surveillance</b>	<b>Rush Rash</b>	<b>Tyco</b>
Warranty				
First year included	Yes	Yes	No	No
second two years optional	\$9,576.00	\$4,800.00		
three year optional			\$7,250.00	\$5,894.52
Warranty cost three years	\$9,576.00	\$4,800.00	\$7,250.00	\$5,894.52
<b>Total for cameras and warranty</b>	<b>\$ 87,078.49</b>	<b>\$ 49,180.00</b>	<b>\$ 52,250.00</b>	<b>\$ 84,345.66</b>

<b>737 Pleasant Avenue</b>				
<b>Bidder</b>	<b>United Surveillance</b>	<b>Imperial Surveillance</b>	<b>Rush Rash</b>	<b>Tyco</b>
Day/Night Cameras-Digital	Yes	Yes	Yes	Yes
Resolution apartment entrance (10 cameras)	1MP w/IR Illuminator	1080P 3MP	720P 1MP	720P 1 MP
interior perimeter (12 cameras)	1MP w/IR Illuminator	1080P 3MP w/IR Illuminator	720P 1MP w/IR Illuminator	720P 1 MP w/IR Illuminator
outer perimeter (7 cameras)	5MP w/IR Illuminator	1080P 5MP	720P 5MP	720P 5 MP
Lens	Focal/Varifocal based on need	Zoom Varifocal	Varifocal	Varifocal
Video recorder	Not specified	Geovision	Exacq	Exacq
Fan	No	Yes	Yes	Yes
Transmitter/Receiver	Multipoint Receiver for building 1, Wireless transceivers for buildings 1 & 2	Nano Digital Omni- directional Transmitter & Nano Digital Omni Directional Transmitter	Ethernet Radiio Transmitter/Fluidmesh Ethernet Radios 30bit/s and 60bit/s throughout module	Ethernet Radio Transmitter/Fluidmesh Ethernet Radios 30bit/s and 60bit/s throughout module
<b>Cost w/tax</b>	<b>\$86,983.00</b>	<b>\$45,580.00</b>	<b>\$45,000.00</b>	<b>\$77,069.97</b>

**Warranty Information 737 Pleasant Avenue**

<b>Bidder</b>	<b>United Surveillance</b>	<b>Imperial Surveillance</b>	<b>Rush Rash</b>	<b>Tyco</b>
Warranty				
First year included	Yes	Yes	No	No
second two years optional	9,576.00	4,800.00		
three year optional			7,250.00	6,133.82
Warranty cost three years	9,576.00	4,800.00	7,250.00	6,133.82
<b>Total for cameras and warranty</b>	<b>96,559.00</b>	<b>50,380.00</b>	<b>52,250.00</b>	<b>83,203.79</b>

<b>Remote Viewing Station-Both Properties</b>				
<b>Bidder</b>	<b>United Surveillance</b>	<b>Imperial Surveillance</b>	<b>Rush Rash</b>	<b>Tyco</b>
Screen	32" Flat Screen	32" Full HD	32" Full HD	32" Full HD
Software	8GB RAM I5-3470 3.2 GHZ Quad Core			
Cost	\$6,168.05	\$2,600.00	\$9,200.00	\$5,977.75
Warranty Year 1		included		N/A
Optional 2 year warranty				
Warranty 3 years	not addressed	\$600.00	\$950.00	\$477.77
<b>Total Cost remote viewing station</b>	<b>\$6,168.05</b>	<b>\$3,200.00</b>	<b>\$10,150.00</b>	<b>\$6,455.52</b>



Video Surveillance System for Ravinia Housing 2743 St Johns

To Be Installed:

These are recommended cameras, but can be reassessed once the job has been awarded to United Surveillance. Based on the lack of time to quote this property, I would like to reserve the right to use different types of cameras as needed should the positioning change as installation areas are finalized. If costs can be saved during installation we can discuss that with management as the project progresses. Understand when dealing with Wireless Receivers/Transmitters you must take into account bandwidth to properly send information over to main building. Exceptional equipment must be used to avoid the longterm problems that come with subpar equipment. There are a lot of choices in equipment with a wide range of pricing. Using inexpensive equipment now will only create future spending in the short term from weak signals or failure.

- (1) 32 Channel Rack Mount or Stand Alone NVR 8 TB HDD(TBD Depending on Space) (Estimated at 30 Days) 9999.00.
- 23 (1 Megapixel Resolution) All Weather Vandal Resistant Infrared Illuminator Day/Night Cameras Fixed Lenses or Varifocal depending on the area in question. (23x 934.00): 21,482.00
- 5 (5Megapixel Resolution) All Weather Vandal Resistant Infrared Illuminator Day/Night Cameras (5x1406.00): 7030.00
- 1 Lockbox: 698.00
- 1 24 Port POE Network Switch: 1999.00
- 2 Wireless Transceivers for buildings 2 and 3: 3196.00
- 1 Multipoint Receiver For Building 1: 1598.00
- 2 8 Port POE Network Switches for buildings 2 and 3: 1396.00
- 1 UPS Battery Backup/ Surge Protection: 498.00
- 2 Outdoor Enclosures for POE Switches and Transceiver Connections. 1998.00
- 1 Wall Rack if rack Mount NVR is Chosen. 399.00
- 3 1000 Ft Spools of Gel Insulated, All Weather, Premium Cat5 Cable 1450.00
- 1 Misc. Materials (Junction Boxes etc...) 999.00
- (1) Conduit Approx. 1000ft at 10 dollars per linear ft: 10,000.00. Lack of time did not allow me to give a true and accurate estimate on complete conduit installation. . Conduit not to exceed 12,000.00 amount and could be less depending on how the design of the system is configured during install.
- (2) Labor: 8800.00

- 1 (1 Year Manufacturer's Warranty Included in Quote. Covers Cameras and NVR Manufacturers Defects ONLY and does not include outside sources such as vandalism, weather, or power surges to the building. Service Charges may apply.)
- 1 (Service Agreement is available 90 days from installation completion of this property (Included in Service Agreement: Troubleshooting and Labor Charges for existing installed equipment the agreement cost is 399.00 per month) Does not include new installations, new replacement equipment costs, or service related to vandalism.  
(Without a service agreement Labor/Installation/Troubleshooting/Tech Support Charges are 125.00 per hour.)

Each Service situation will be assessed and the determination will be made at that time regarding the reason for the service. There is a 75.00 service trip fee charged if there is no Service Agreement and each hour will be billed at 125.00 per hour to assess the damage to the system. If a Service Agreement is in place there will be a 50.00 service trip fee and no labor will be charged to assess damage of system. If new equipment is needed then equipment charges may apply depending on the cause of damage. A monthly charge of 399.00(as stated above) is a premium service and will allow United Surveillance to work more closely with the customer to resolve any issues and save the customer as much money as possible at that time. References of United Surveillance Company's current Service Contracted Customers is also available.

This quote meets all standards set forth by the customer's proposal information. Though equipment may deviate slightly from what was presented to United Surveillance, United Surveillance assures the customer that the proposed surveillance system quote will meet the customers requested standards to create an adequate, functional, professional system for 737 Pleasant Ave in Highland Park. United Surveillance will work very closely with the customer to make any potential changes that might be necessary if unforeseen instances occur while the installation is in progress. We are a professionally licensed, insured company that provides a superior product for our customers. Every effort will be made to ensure the satisfactory completion of this surveillance system.

**SUBTOTAL: 71542.00**  
**TAX 5960.49**  
**GRAND TOTAL: 77502.49**

SCOPE OF WORK TO BE DONE AT 2743 ST JOHNS HIGHLAND PARK, IL:

- 1: Install Network Video Recorder, 24 Port POE switch, UPS, Rack Mount, Lockbox, Wireless Receiver, Cameras, and Conduit at main NVR Building in Storage Unit Control Room Area.
  - 2: Install (2)8 Port POE Switches, (2) Wireless Transmitters, Entrance Cameras, Overview Cameras, and Conduit at Buildings 2 and 3
  - 3: Subcontractor will provide needed lifts for installation at each building.
- CUSTOMER TO PROVIDE INTERIOR WEATHER PROTECTED ENVIRONMENT WITH POWER FOR NETWORKING EQUIPMENT IN EACH BUILDING.  
CUSTOMER TO PROVIDE COMMERCIAL SPEED INTERNET CONNECTION TO NVR IN STORAGE UNIT CONTROL ROOM.  
CUSTOMER TO PROVIDE ACCESS TO ATTIC SPACE AND BASEMENTS FOR LINE RUNS ETC.  
CUSTOMER IS RESPONSIBLE TO REMOVE TREE LIMBS ETC NECESSARY TO CREATE FIELD OF VIEW FOR WIRELESS EQUIPMENT



**Video Surveillance**  
**PROJECT NAME: Ravinia Housing – 2743 St. Johns**

**To Be Installed:**

- 1- GeoVision Network Recorder with Digital Zoom and 30 days storage.
- 28- IP Camera Licenses
- 1- NVR Lockbox with Fan, Vertical Stack, 6U
- 15- Camera, **IP,1080p, 3 MegaPixel, 42 IR-Infrared Night Vision**, Type: **Day and Night**, Vandal Resistant Outdoor Dome, VariFocal (2.8mm-12mm), Mounting Bracket.
- 8- Camera, **IP,1080p, 3 MegaPixel, 42 IR-Infrared Night Vision**, Type: **Day and Night**, Vandal Resistant Outdoor Dome, VariFocal (2.8mm-12mm), IR Infrared Illuminators for immediate perimeter.
- 5- Camera, **IP,1080p, 5 MegaPixel, 42 IR-Infrared Night Vision**, Type: **Day and Night**, Vandal Resistant Outdoor Dome, VariFocal (2.8mm-12mm).
- 1- Network Switch, 1GB, managed, 24 port, POE.
- 2- Network Switch, 1GB, managed, 8 port, POE.
- 4- Nano Digital Omni-Directional Transmitter
- 4- Nano Digital Directional Receiver
- 3- UPS Battery Backup, Tripp Lite, 500VA
- 2- Wall Rack, Low Profile
- 4- Fan, 4 ½"
- 4- Fan Guard

**Scope of Work to be performed by Subcontractor:**

- 1- Install Network video recorder, 24 port network POE switch, UPS and Ethernet Nano Digital Radios enclosed in lockbox in communications room in Building #1.
- 2- Install Nano Transmitters/Receivers and antennas on each building. This will eliminate the need to bury any wiring. In addition the Nano Digital Antennas will stream data at high speed.
- 3- Install 15 cameras at entrances to apartments to provide facial recognition (40 pixel/foot).  
\*See Drawing
- 4- Install 8 Cameras & IR Infrared Illuminators to view the immediate perimeter of the buildings.  
\*See Drawing
- 5- Install 5 cameras (5 Megapixel) to view the outer perimeter of the buildings.
- 6- Install 8 port POE network switch, UPS and Nano Radios enclosed in protective rack with fans in buildings 2 & 3.
- 7- Subcontractor will provide protective conduit as needed on exterior of the buildings.
- 8- Subcontractors will provide all cable/wire as needed for installation.
- 9- Subcontractors will provide self-propelled lifts, as needed for installation.
- 10- Customer to provide free access to attic spaces, as needed for installation.
- 11- Customer to provide an interior, weather protected environment, location with 110VAC power for networking equipment in each building.
- 12- Customer to provide commercial speed internet connection to NVR in building #1.
- 13- Customer is responsible to remove any tree limbs and/or foliage that block the field of view.

**Parts and Installation Total (one time charge): \$44,380.00**

**Optional 1 Year warranty: INCLUDED**

**Optional 2 Year warranty Extension (after the 1 year warranty): \$200.00/Per Month for 24 Months**



BID 2013-11-15-05

RushRash Inc. 9525 South 79<sup>th</sup> Avenue 2<sup>nd</sup> Floor, Hickory Hills IL 60457 . (630) 400 – 3584 [info@rushrash.com](mailto:info@rushrash.com)

Job Site: Evergreen Real Estate Services, L.L.C

Name	Mary S. Mauney
Address	2743 St. Johns – Ravinia Housing
Job#:	TBD
Site Phone#	312-382-3237

**Quote 2: BCDVideo – Client Station**

**Video Surveillance System  
for  
Ravinia Housing – 2743 St. Johns**

**To Be Installed:**

- 1 – Exacq Network Video Recorder with 30 days storage.
- 28 – IP Camera License
- 1 – NVR Lockbox with Fan, Vertical Stack, 6U
- 15 – Camera, IP, 720P (1MP), Day/Night, 2.7mm-9mm Varifocal Lens, Vandal Resistant Outdoor Dome with Mounting Bracket.
- 8 – Camera, IP, 720P (1MP), Day/Night, Outdoor, Vandal Resistant, IR Illuminator, 3.3mm-12mm Varifocal Lens.
- 5 – Camera, IP, 5 MegaPixel, Day/Night, Outdoor, Vandal Resistant, 3mm-9mm Varifocal Lens.
- 1 – Network Switch, 1GB, managed, 24 port, POE.
- 2 – Network Switch, 1GB, managed, 8 port, POE
- 4 – Ethernet Radio Transmitter, Fluidmesh 1200V-HW antenna
- 2 – Fluidmesh Ethernet Radio 30Mbit/s Throughput Module
- 2 – Fluidmesh Ethernet Radio 60Mbit/s Throughput Module
- 3 – UPS Battery Backup, Tripp Lite, 500VA
- 2 – Wall Rack, Low Profile
- 4 – Fan, 4 ½"
- 4 – Fan Guard

**Scope of Work to be Performed by Subcontractor :**

1. Install network video recorder, 24 port network POE switch, UPS and Ethernet radios enclosed in lockbox in communications room in building #1.
2. Install Fluidmesh Ethernet transmitter/receivers and antennas on each building. This eliminates the need to trench and bury conduit to connect the network to each building.
3. Install 15 cameras at entrances to apartments to provide facial recognition (40 pixels/foot). (see attached drawing)
4. Install 8 cameras to view the immediate perimeter of the buildings. (see attached drawing)

We trust that you will find our quote satisfactory and look forward to working with you. Please contact us should you have any questions (630) 400 – 3584 or [info@rushrash.com](mailto:info@rushrash.com)

**Video Surveillance System  
for  
Ravinia Housing – 2743 St. Johns**

**Scope of Work (cont.)**

5. Install 5 cameras (5 megapixel) to view the outer perimeter of the buildings.
6. Install 8 port POE network switch, UPS and Fluidmesh Ethernet radios enclosed in protective rack with fans in buildings #2 and #3.
7. Subcontractor will provide protective conduit as needed on exterior of the buildings.
8. Subcontractor will provide all cable/wire as needed for installation.
9. Subcontractor will provide self-propelled lifts, as needed for installation.
10. Customer to provide free access to attic spaces, as needed for installation.
11. Customer to provide an interior, weather protected environment, location with 110VAC power for networking equipment in each building.
12. Customer to provide commercial speed internet connection to NVR in building #1.
13. Customer is responsible to remove any tree limbs and/or foliage that block the field of view.

<b>Ownership Options</b>	<b><u>Customer Owned</u></b>
<b>Parts and Installation Total (one time charge)</b>	<b>\$45000.00</b>
<b>Optional 3 Year Warranty</b>	<b>\$7250.00</b>

**Notes:**

1. Tax is not included. If exempt an exemption letter is required from the IRS.
2. One year Warranty included on labor and parts.
3. On site preventive maintenance visits included (at least once every 6 months) while the system is under warranty.

**Video Surveillance System  
for  
Ravinia Housing – 2743 St. Johns**

**September 23, 2013**

**To Be Installed:**

- 1 – Exacq Network Video Recorder with 30 days storage.**
- 28 – IP Camera License**
- 1 – NVR Lockbox with Fan, Vertical Stack, 6U**
- 15 – Camera, IP, 720P (1MP), Day/Night, 2.7mm-9mm Varifocal Lens, Vandal Resistant Outdoor Dome with Mounting Bracket.**
- 8 – Camera, IP, 720P (1MP), Day/Night, Outdoor, Vandal Resistant, IR Illuminator, 3.3mm-12mm Varifocal Lens.**
- 5 – Camera, IP, 5 MegaPixel, Day/Night, Outdoor, Vandal Resistant, 3mm-9mm Varifocal Lens.**
- 1 – Network Switch, 1GB, managed, 24 port, POE.**
- 2 – Network Switch, 1GB, managed, 8 port, POE**
- 4 – Ethernet Radio Transmitter, Fluidmesh 1200V-HW antenna**
- 2 – Fluidmesh Ethernet Radio 30Mbit/s Throughput Module**
- 2 – Fluidmesh Ethernet Radio 60Mbit/s Throughput Module**
- 3 – UPS Battery Backup, Tripp Lite, 500VA**
- 2 – Wall Rack, Low Profile**
- 4 – Fan, 4 ½”**
- 4 – Fan Guard**

**Scope of Work to be Performed by Tyco Integrated Security:**

- 1. Install network video recorder, 24 port network POE switch, UPS and Ethernet radios enclosed in lockbox in communications room in building #1.**
- 2. Install Fluidmesh Ethernet transmitter/receivers and antennas on each building. This eliminates the need to trench and bury conduit to connect the network to each building.**
- 3. Install 15 cameras at entrances to apartments to provide facial recognition (40 pixels/foot). (see attached drawing)**
- 4. Install 8 cameras to view the immediate perimeter of the buildings. (see attached drawing)**

## Video Surveillance System for Ravinia Housing – 2743 St. Johns

**Scope of Work (cont.)**

5. Install 5 cameras (5 megapixel) to view the outer perimeter of the buildings.
6. Install 8 port POE network switch, UPS and Fluidmesh Ethernet radios enclosed in protective rack with fans in buildings #2 and #3.
7. Tyco will provide protective conduit as needed on exterior of buildings.
8. Tyco will provide all cable/wire as needed for installation.
9. Tyco will provide self propelled lifts, as needed for installation.
10. Customer to provide free access to attic spaces, as needed for installation.
11. Customer to provide an interior, weather protected environment, location with 110VAC power for networking equipment in each building.
12. Customer to provide commercial speed internet connection to NVR in building #1.
13. Customer is responsible to remove any tree limbs and/or foliage that block the field of view.

<b><u>Ownership Options</u></b>	<b><u>Customer Owned</u></b>
<b>Parts and Installation Total</b> <b>(one time charge)</b>	<b>\$78,451.14</b>

<b><u>Optional 3 Year Warranty</u></b>	<b>\$5,894.52</b>
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Please contact me if you need any further clarification.

Thanks,

*Mike DeArmond*

Mobile: 630-818-7310

2743 St. Johns Ave.



**2743 St. Johns Ave.**



Building perimeter coverage. 20 pixels per foot at furthest extent from camera.

2743 St. Johns Ave.



Cameras covering entrances. Facial recognition per industry standard of 40 pixels per foot.

**2743 St. Johns Ave.**



Overview coverage of courtyard and open spaces. 20 pixels per foot at furthest extent of camera view.

5 cameras



Video Surveillance System for Ravinia Housing 737 PLEASANT AVE

To Be Installed:

These are recommended cameras, but can be reassessed once the job has been awarded to United Surveillance. Based on the lack of time to quote this property, I would like to reserve the right to use different types of cameras as needed should the positioning change as installation areas are finalized. If costs can be saved during installation we can discuss that with management as the project progresses. Understand when dealing with Wireless Receivers/Transmitters you must take into account bandwidth to properly send information over to main building. Exceptional equipment must be used to avoid the longterm problems that come with subpar equipment. There are a lot of choices in equipment with a wide range of pricing. Using inexpensive equipment now will only create future spending in the short term from weak signals or failure.

- (1) 32 Channel Rack Mount or Stand Alone NVR 8 TB HDD (TBD Based on Space). (Estimated at 30 Days): 9999.00.
  - (22) (1 Megapixel Resolution) All Weather Vandal Resistant Infrared Illuminator Day/Night Cameras Fixed Lenses or Varifocal depending on the area in question. Exact MM Lenses TBD Based on location. (22x 934.00): 20,548.00
  - (7) (5 Megapixel Resolution) All Weather Vandal Resistant Infrared Illuminator Day/Night Cameras (5x1406.00)= 9842.00
  - 1 Lockbox: 698.00
  - (4) 16 Port POE Network Switch: 1100.00x4: 4400.00
  - (3) Wireless Point to Point Combo Pair Wireless Transmitter/Receiver 3190.00: 9570.00
  - 1 UPS Battery Backup/ Surge Protection: 498.00
  - 1 Wall Rack if rack Mount NVR is Chosen. 399.00
  - (3) Outdoor Enclosures for POE Switches and Transceiver Connections. 2997.00
  - (3) 1000 Ft Spools of Gel Insulated, All Weather, Premium Cat5 Cable 1450.00
  - 1 Misc. Materials (Junction Boxes etc...) 999.00
  - 1 Conduit approx. 1000ft at 10 dollars per linear ft.: 10,000.00. Lack of time did not allow me to give a true and accurate estimate on complete conduit installation. Conduit not to exceed 12,000.00 amount and could be less depending on how the design of the system is configured during install.
  - 1 Labor: 8800.00
  - 1 (1 Year Manufacturer's Warranty Included in Quote. Covers Cameras and NVR Manufacturers Defects ONLY and does not include outside sources such as vandalism, weather, or power surges to the building. Service Charges may apply.)
  - 1 (Service Agreement is available 90 days from installation completion of this property (Included in Service Agreement: Troubleshooting and Labor Charges for existing installed equipment the agreement cost is 399.00 per month) Does not include new installations, new replacement equipment costs, or service related to vandalism.
- (Without a service agreement Labor/Installation/Troubleshooting/Tech Support Charges are 125.00 per hour.)

Each Service situation will be assessed and the determination will be made at that time regarding the reason for the service. There is a 75.00 service trip fee charged if there is no Service Agreement and each hour will be billed at 125.00 per hour to assess the damage to the system. If a Service Agreement is in place there will be a 50.00 service trip fee and no labor will be charged to assess damage of system. If new equipment is needed then equipment charges may apply depending on the cause of damage. A monthly charge of 399.00(as stated above) is a premium service and will allow United Surveillance to work more closely with the customer to resolve any issues and save the customer as much money as possible at that time. References of United Surveillance Company's current Service Contracted Customers is also available.

This quote meets all standards set forth by the customer's proposal information. Though equipment may deviate slightly from what was presented to United Surveillance, United Surveillance assures the customer that the proposed surveillance system quote will meet the customers requested standards to create an adequate, functional, professional system for 737 Pleasant Ave in Highland Park. United Surveillance will work very closely with the customer to make any potential changes that might be necessary if unforeseen instances occur while the installation is in progress. We are a professionally licensed, insured company that provides a superior product for our customers. Every effort will be made to ensure the satisfactory completion of this surveillance system.

**SUBTOTAL: 80200.00**  
**TAX 6783.00**  
**GRAND TOTAL: 86983.00**

SCOPE OF WORK TO BE DONE AT 737 PLEASANT AVE:

- 1: Install Network Video Recorder, 16 port POE switch, UPS, Rack Mount, Lockbox, Wireless Receivers, Cameras, and Conduit at main NVR Building in Storage Unit Control Room Area.
  - 2: Install (3)16 Port POE Switches, (3) Wireless Transmitters, Entrance Cameras, Overview Cameras, and Conduit at Buildings 1, 2 and 3.
  - 3: Subcontractor will provide needed lifts for installation at each building.
- CUSTOMER TO PROVIDE INTERIOR WEATHER PROTECTED ENVIRONMENT WITH POWER FOR NETWORKING EQUIPMENT IN EACH BUILDING.  
CUSTOMER TO PROVIDE COMMERCIAL SPEED INTERNET CONNECTION TO NVR IN STORAGE UNIT CONTROL ROOM.  
CUSTOMER TO PROVIDE ACCESS TO ATTIC SPACE FOR LINE RUNS ETC.  
CUSTOMER IS RESPONSIBLE TO REMOVE TREE LIMBS ETC NECESSARY TO CREATE FIELD OF VIEW FOR WIRELESS EQUIPMENT



**Video Surveillance**  
**PROJECT NAME: Ravinia Housing – 737 Pleasant Ave.**

**To Be Installed:**

- 1- GeoVision Network Recorder with Digital Zoom and 30 days storage.
- 29- IP Camera Licenses
- 1- NVR Lockbox with Fan, Vertical Stack, 6U
- 10- Camera, **IP,1080p, 3 MegaPixel, 42 IR -Infrared Night Vision, Type: Day and Night, Vandal Resistant Outdoor Dome, VariFocal (2.8mm-12mm), Mounting Bracket.**
- 12- Camera, **IP,1080p, 3 MegaPixel, 42 IR -Infrared Night Vision, Type: Day and Night, Vandal Resistant Outdoor Dome, VariFocal (2.8mm-12mm), IR Infrared Illuminators for immediate perimeter.**
- 7- Camera, **IP,1080p, 5 MegaPixel, 42 IR-Infrared Night Vision, Type: Day and Night, Vandal Resistant Outdoor Dome, VariFocal (2.8mm-12mm).**
- 2- Network Switch, 1GB, managed, 24 port, POE.
- 1- Network Switch, 1GB, managed, 8 port, POE.
- 3- Nano Digital Omni-Directional Transmitter
- 3- Nano Digital Directional Receiver
- 3- UPS Battery Backup, Tripp Lite, 500VA
- 2- Wall Rack, Low Profile
- 4- Fan, 4 ½”
- 4- Fan Guard

**Scope of Work to be performed by Subcontractor:**

- 1- Install Network video recorder, 24 port network POE switch, UPS and Ethernet Nano Digital Radios enclosed in lockbox in communications room in Building #1.
- 2- Install Nano Transmitters/Receivers and antennas on each building. This will eliminate the need to bury any wiring. In addition the Nano Digital Antennas will stream data at high speed.
- 3- Install 10 cameras at entrances to apartments to provide facial recognition (40 pixel/foot).  
\*See Drawing
- 4- Install 12 Cameras & IR Infrared Illuminators to view the immediate perimeter of the buildings.  
\*See Drawing
- 5- Install 7 cameras (5 Megapixel) to view the outer perimeter of the buildings.
- 6- Install POE network switch, UPS and Nano Radios enclosed in protective rack with fans in buildings 2 & 3.
- 7- Subcontractor will provide protective conduit as needed on exterior of the buildings.
- 8- Subcontractors will provide all cable/wire as needed for installation.
- 9- Subcontractors will provide self-propelled lifts, as needed for installation.
- 10- Customer to provide free access to attic spaces, as needed for installation.
- 11- Customer to provide an interior, weather protected environment, location with 110VAC power for networking equipment in each building.
- 12- Customer to provide commercial speed internet connection to NVR in building #1.
- 13- Customer is responsible to remove any tree limbs and/or foliage that block the field of view.

**Parts and Installation Total (one time charge): \$45,580.00**

**Optional 1 Year warranty: INCLUDED**

**Optional 2 Year warranty Extension (after the 1 year warranty): \$200.00/Per Month for 24 Months**



Job Site: Evergreen Real Estate Services, L.L.C

Name	Mary S. Mauney
Address	737 Pleasant Ave. – Ravinia Housing
Job#:	TBD
Site Phone#	312-382-3237

Quote 3: BCDVideo – Client Station

**Video Surveillance System  
for  
Ravinia Housing – 737 Pleasant Ave.**

**To Be Installed:**

- 1 – Exacq Network Video Recorder with 30 days storage.
- 29 – IP Camera License
- 1 – NVR Lockbox with Fan, Vertical Stack, 6U
- 10 – Camera, IP, 720P (1MP), Day/Night, 2.7mm-9mm Varifocal Lens, Vandal Resistant Outdoor Dome with Mounting Bracket.
- 12 – Camera, IP, 720P (1MP), Day/Night, Outdoor, Vandal Resistant, IR Illuminator, 3.3mm-12mm Varifocal Lens.
- 7 – Camera, IP, 5 MegaPixel, Day/Night, Outdoor, Vandal Resistant, 3mm-9mm Varifocal Lens.
- 2 – Network Switch, 1GB, managed, 24 port, POE.
- 1 – Network Switch, 1GB, managed, 8 port, POE
- 3 – Ethernet Radio Transmitter, Fluidmesh 1200V-HW antenna
- 1 – Fluidmesh Ethernet Radio Unlimited Throughput Module
- 1 – Fluidmesh Ethernet Radio 60Mbit/s Throughput Module
- 1 – Fluidmesh Ethernet Radio 30Mbit/s Throughput Module
- 3 – UPS Battery Backup, Tripp Lite, 500VA
- 2 – Wall Rack, Low Profile
- 4 – Fan, 4 1/2"
- 4 – Fan Guard

**Scope of Work to be Performed by Subcontractor**

1. Install network video recorder, 24 port network POE switch, UPS and Ethernet radios enclosed in lockbox in communications room in building #1.
2. Install Fluidmesh Ethernet transmitter/receivers and antennas on each building. This eliminates the need to trench and bury conduit to connect the network to each building.
3. Install 10 cameras at entrances to apartments to provide facial recognition (40 pixels/foot). (see attached drawing)

**Video Surveillance System  
for  
Ravinia Housing –**

737  
*Pleasant*

**Scope of Work (cont.)**

4. Install 12 cameras to view the immediate perimeter of the buildings. (see attached drawing)
5. Install 7 cameras (5 megapixel) to view the outer perimeter of the buildings.
6. Install POE network switch, UPS and Fluidmesh Ethernet radios enclosed in protective rack with fans in buildings #2 and #3.
7. Subcontractor will provide protective conduit as needed on exterior of the buildings.
8. Subcontractor will provide all cable/wire as needed for installation.
9. Subcontractor will provide self-propelled lifts, as needed for installation.
10. Customer to provide free access to attic spaces, as needed for installation.
11. Customer to provide an interior, weather protected environment, location with 110VAC power for networking equipment in each building.
12. Customer to provide commercial speed internet connection to NVR in building #1.
13. Customer is responsible to remove any tree limbs and/or foliage that block the field of view.

<b>Ownership Options</b>	<b>Customer Owned</b>
<b>Parts and Installation Total (one time charge)</b>	<b>\$45000.00</b>
<b>Optional 3 Year Warranty</b>	<b>\$7250.00</b>

**Notes:**

4. Tax is not included. If exempt an exemption letter is required from the IRS.
5. One year Warranty included on labor and parts.
6. On site preventive maintenance visits included (at least once every 6 months) while the system is under warranty.

**Video Surveillance System  
for  
Ravinia Housing – 737 Pleasant Ave.**

**September 23, 2013**

**To Be Installed:**

- 1 – Exacq Network Video Recorder with 30 days storage.**
- 29 – IP Camera License**
- 1 – NVR Lockbox with Fan, Vertical Stack, 6U**
- 10 – Camera, IP, 720P (1MP), Day/Night, 2.7mm-9mm Varifocal Lens, Vandal Resistant Outdoor Dome with Mounting Bracket.**
- 12 – Camera, IP, 720P (1MP), Day/Night, Outdoor, Vandal Resistant, IR Illuminator, 3.3mm-12mm Varifocal Lens.**
- 7 – Camera, IP, 5 MegaPixel, Day/Night, Outdoor, Vandal Resistant, 3mm-9mm Varifocal Lens.**
- 2 – Network Switch, 1GB, managed, 24 port, POE.**
- 1 – Network Switch, 1GB, managed, 8 port, POE**
- 3 – Ethernet Radio Transmitter, Fluidmesh 1200V-HW antenna**
- 1 – Fluidmesh Ethernet Radio Unlimited Throughput Module**
- 1 – Fluidmesh Ethernet Radio 60Mbit/s Throughput Module**
- 1 – Fluidmesh Ethernet Radio 30Mbit/s Throughput Module**
- 3 – UPS Battery Backup, Tripp Lite, 500VA**
- 2 – Wall Rack, Low Profile**
- 4 – Fan, 4 ½”**
- 4 – Fan Guard**

**Scope of Work to be Performed by Tyco Integrated Security:**

- 1. Install network video recorder, 24 port network POE switch, UPS and Ethernet radios enclosed in lockbox in communications room in building #1.**
- 2. Install Fluidmesh Ethernet transmitter/receivers and antennas on each building. This eliminates the need to trench and bury conduit to connect the network to each building.**
- 3. Install 10 cameras at entrances to apartments to provide facial recognition (40 pixels/foot). (see attached drawing)**

**Video Surveillance System  
for  
Ravinia Housing – 2743 St. Johns**

*Reason*

**Scope of Work (cont.)**

4. Install 12 cameras to view the immediate perimeter of the buildings. (see attached drawing)
5. Install 7 cameras (5 megapixel) to view the outer perimeter of the buildings.
6. Install POE network switch, UPS and Fluidmesh Ethernet radios enclosed in protective rack with fans in buildings #2 and #3.
7. Tyco will provide protective conduit as needed on exterior of buildings.
8. Tyco will provide all cable/wire as needed for installation.
9. Tyco will provide self propelled lifts, as needed for installation.
10. Customer to provide free access to attic spaces, as needed for installation.
11. Customer to provide an interior, weather protected environment, location with 110VAC power for networking equipment in each building.
12. Customer to provide commercial speed internet connection to NVR in building #1.
13. Customer is responsible to remove any tree limbs and/or foliage that block the field of view.

<b><u>Ownership Options</u></b>	<b><u>Customer Owned</u></b>
<b><u>Parts and Installation Total</u></b> <b><u>(one time charge)</u></b>	<b>\$77,069.97</b>

<b><u>Optional 3 Year Warranty</u></b>	<b>\$6,133.82</b>
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Please contact me if you need any further clarification.

Thanks,

*Mike DeArmond*

Mobile: 630-818-7310

**737 Pleasant Ave.**



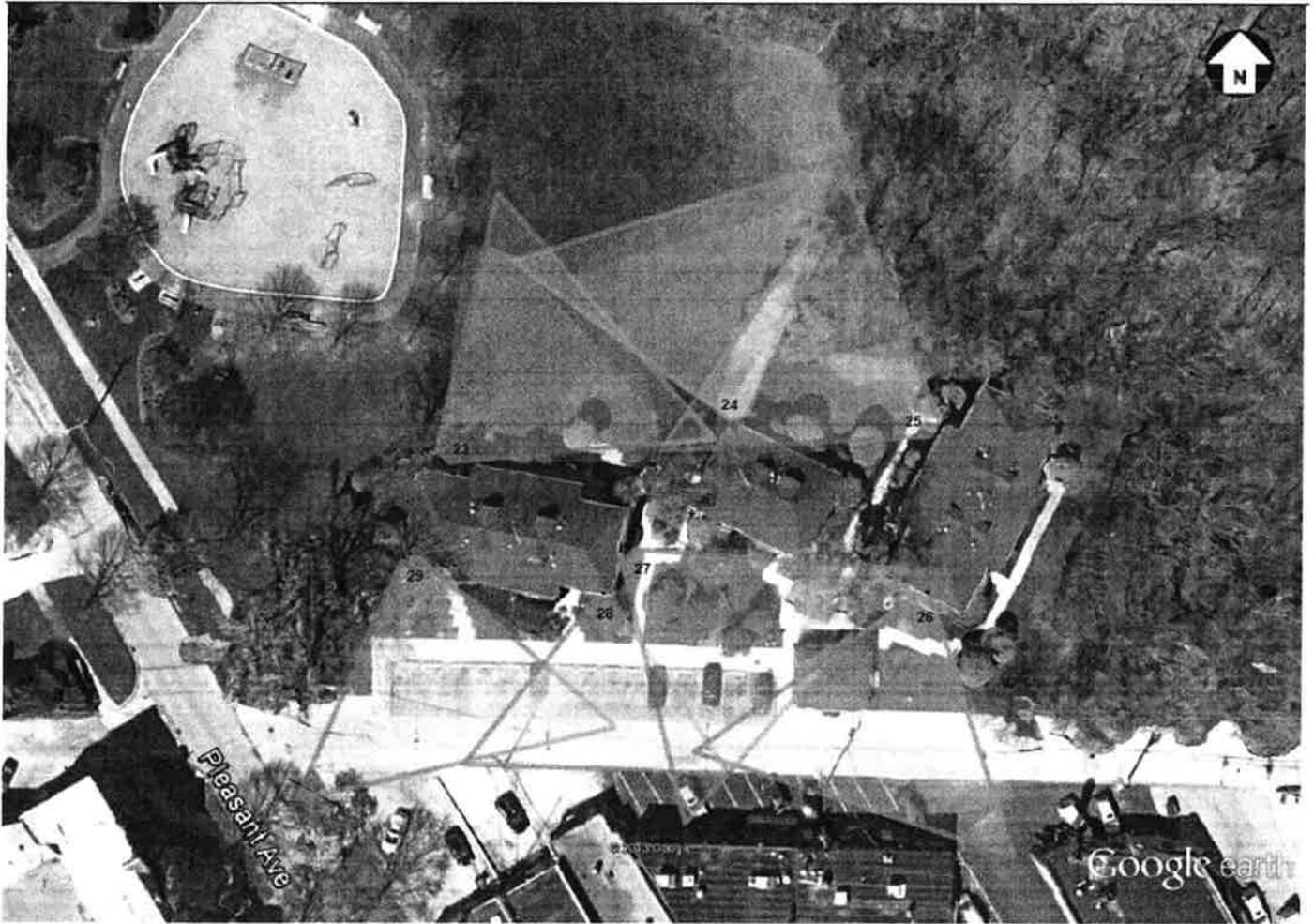
Camera coverage overview.

**737 Pleasant Ave.**



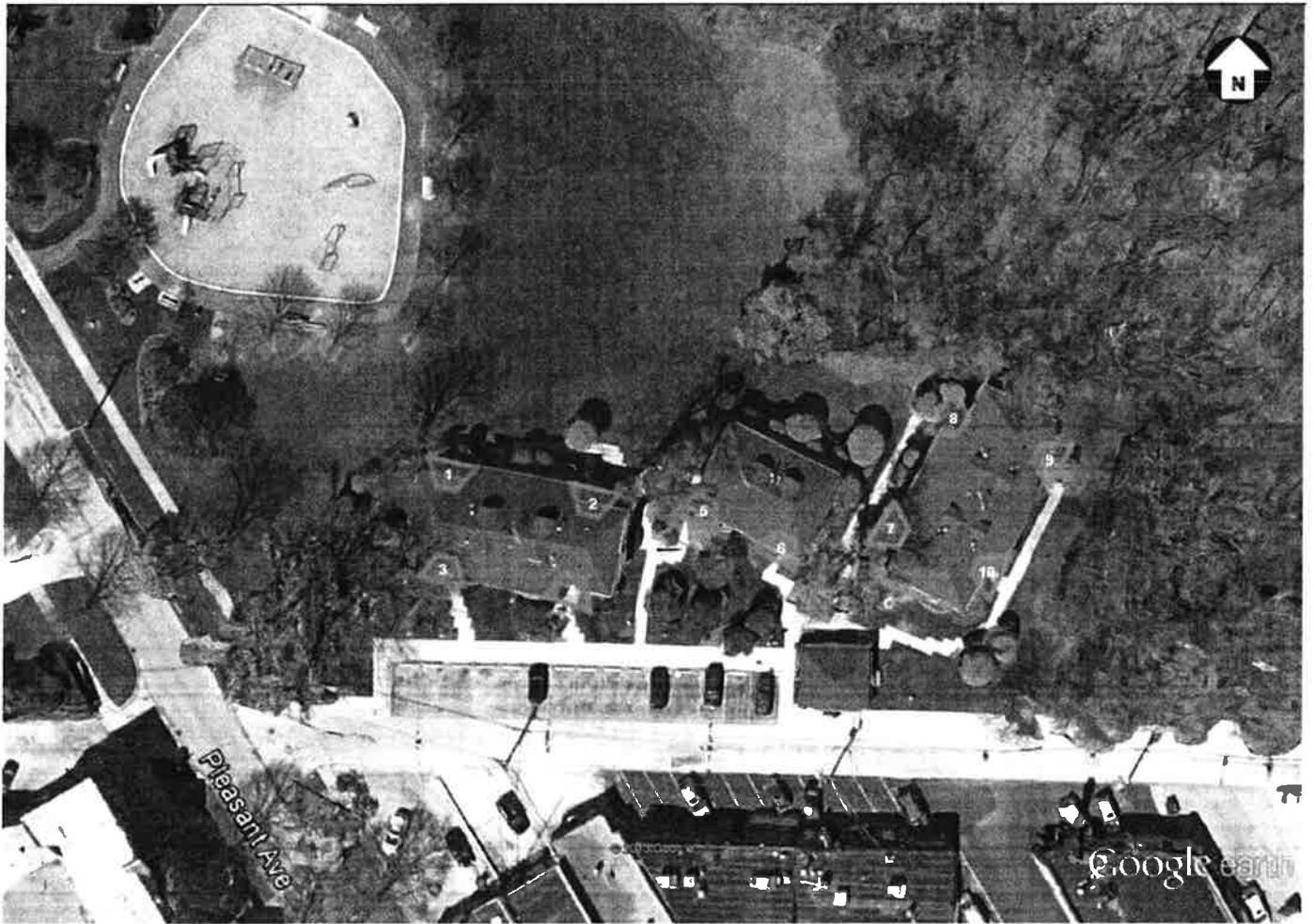
Building perimeter. 20 Pixels per foot at viewing extremity.

**737 Pleasant Ave.**



Outer Perimeter. 20 pixels per foot at viewing extremity.

**737 Pleasant Ave.**



Entrance coverage with facial recognition. 40 pixels per foot.



Remote View Station:

- (2) 32 Inch Flat Screen TVs: 998.00
- (2) Wall Mounts 199.00x 2: 398.00
- (1) Core i5 3470 / 3.2 GHz - RAM 8 GB: 1499.00
- (2) Lines from Monitors to PC 199.00 x 2: 398.00
- (1) Installation: 1300.00
- (2) Configuration of PC in existing Network Environment Tech Support: 499.00
- (1) Training of Remote Station to Customer: 0.00
- (1) Misc parts, expenses needed to complete installation 199.00
- (1) UPS Power Surge Protection and Backup Power. 498.00

SUBTOTAL: 5789.00

TAX: 379.05

GRAND TOTAL: 6168.05

SCOPE OF WORK:

- 1: Subcontractor will install remote view station, line runs, video monitors and wall mounts.
- 2: CUSTOMER WILL PROVIDE COMMERCIAL SPEED INTERNET CONNECTION AT PC STATION HUB
- 3: Subcontractor will provide training to Customer for Remote Viewing.
- 4: CUSTOMER WILL PROVIDE ACCESS TO INHOUSE TECH SUPPORT WITH EXISTING COMMERCIAL NETWORK IF FIREWALL/SONIC WALL IS IN PLACE. CUSTOMER IS RESPONSIBLE FOR OPENING NEEDD PORTS TO ALLOW ACCESS TO REMOTE CAMERA SYSTEMS.



**Video Surveillance**  
**PROJECT NAME: Ravinia Housing – Monitoring Center**

**To Be Installed:**

- 1- CMS Video – Central Monitoring Software and Station
  - a. 8GB RAM I5-3470 3.2GHZ QUAD CORE
  - b. WINDOWS 7 64 BIT – DUAL MONITOR 1GB VIDEO RAM
- 2- LCD Public View Monitor, 32”, Full HD.

**Scope of Work to be Performed by Subcontractor:**

- 1- Subcontractor will install remote viewing station, viewing client software, video monitors and wall mounts.
- 2- Subcontractor will provide all cable/wire as needed for installation.
- 3- Customer to provide commercial speed internet connection.
- 4- Subcontractor will train customer on remote viewing software.
  - a. *Lifetime phone support warranty for customer.*

**Parts and Installation Total (one time charge): \$2,600.00**

**Optional 1 Year warranty: INCLUDED**

**Optional 2 Year warranty Extension (after the 1 year warranty): \$25.00/Per Month for 24 Months**



BID 2013-11-15-05

**RushRash Inc.** 9525 South 79<sup>th</sup> Avenue 2<sup>nd</sup> Floor. Hickory Hills IL 60457 . (630) 400 – 3584 [info@rushrash.com](mailto:info@rushrash.com)

**Job Site:** Evergreen Real Estate Services, L.L.C

<i>Name</i>	Mary S. Mauney
<i>Address</i>	Office
<i>Job#:</i>	TBD
<i>Site Phone#</i>	312-382-3237

**Quote 1: BCDVideo – Client Station**

**To Be Installed:**

**1 – BCDVideo - CLIENT VIEWING STATION 8GB RAM I5-3470 3.2GHZ QUAD CORE WINDOWS 7 64 BIT - DUAL MONITOR 1GB VIDEO RAM**

**2 – LCD Public View Monitor, 32", Full HD.**

**2 – Wall Mount**

**Scope of Work to be Performed by Subcontator**

- 1. Subcontractor will install remote viewing station, viewing client software, video monitors and wall mounts.**
- 2. Subcontractor will provide all cable/wire as needed for installation.**
- 3. Customer to provide commercial speed internet connection.**
- 4. Subcontractor will train customer on remote viewing client software.**

<b><u>Ownership Options</u></b>	<b><u>Customer Owned</u></b>
<b><u>Parts and Installation Total</u></b> <b><u>(one time charge)</u></b>	<b>\$9200.00</b>

<b><u>Optional 3 Year Warranty</u></b>	<b>\$950.00</b>
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Notes:

*We trust that you will find our quote satisfactory and look forward to working with you. Please contact us should you have any questions (630) 400 – 3584 or [info@rushrash.com](mailto:info@rushrash.com)*



Michael DeArmond, MBA  
Commercial Account Executive

Tyco Integrated Security  
2010 Swift Drive  
Oak Brook, IL 60532

Tel: 630.645.3367  
Fax: 630.645.3900

mdearmond@tyco.com  
www.tycois.com

## Video Surveillance System for Ravinia Housing – Monitoring Center

September 23, 2013

### To Be Installed:

1 – BCDVideo - CLIENT VIEWING STATION 8GB RAM I5-3470 3.2GHZ QUAD CORE  
WINDOWS 7 64 BIT - DUAL MONITOR 1GB VIDEO RAM

2 – LCD Public View Monitor, 32”, Full HD.

2 – Wall Mount

### Scope of Work to be Performed by Tyco Integrated Security:

1. Tyco will install remote viewing station, viewing client software, video monitors and wall mounts.
2. Tyco will provide all cable/wire as needed for installation.
3. Customer to provide commercial speed internet connection.
4. Tyco will train customer on remote viewing client software.

<u>Ownership Options</u>	<u>Customer Owned</u>
<u>Parts and Installation Total</u> (one time charge)	\$5,977.75

<u>Optional 3 Year Warranty</u>	\$477.77
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Please contact me if you need any further clarification.

Thanks,

*Mike DeArmond*

Mobile: 630-818-7310

<b>Sterling Renaissance, Inc.</b>					
<b>Cost breakdown: adding a/c units in the masonry walls; window wall and fire separation work Frank B Peers Building - 400 Central</b>					<b>7/5/2013</b>
<b>trade</b>	<b>item</b>	<b>quantity</b>	<b>unit</b>	<b>unit price</b>	<b>total cost</b>
Carpentry	install dust living room dust protection (assume this happens with the other window work)	28	each		part of original window budget
Carpentry	install dust bedroom and west living room dust protection (assume this happens with the other window work)	40	each	\$140.00	\$5,600.00
Carpentry	cut a drywall opening for the mason to install the new sleeve a/c in the north and south living rooms - 14 per floor	28	each	\$250.00	\$7,000.00
Carpentry	repair the drywall around the sleeve air conditioners after the mason is complete with the work - 14 per floor	14	each	\$250.00	\$3,500.00
Carpentry	cut a drywall opening for the mason to install the new sleeve a/c in the west living room and in the bedroom units - 20 per floor	40	each	\$250.00	\$10,000.00
Carpentry	repair drywall opening for the mason to install the new sleeve a/c in the west living room and in the bedroom units - 20 per floor	40	each	\$250.00	\$10,000.00
Painting	paint the wall around the bay				part of original window budget
Painting	paint the bedroom wall and the west unit living room walls	40	each	\$300.00	\$12,000.00
Structural	Furnish and deliver galvanized steel box lintels for the north and south elevations of the living rooms	28	each	\$196.43	\$5,500.00
Masonry	Create 28 new masonry openings in the north and south walls at the living rooms. Create 40 new masonry openings for the west living rooms and all of the bedrooms. Repair all masonry. Set the steel sleeves. Set the sleeves for the air conditioners. Furnish and install all caulking. Includes all cleaning, scaffolding and labor.	68	openings	\$734.56	\$49,950.00
a/c units	furnish and install 10,000 btu air conditioning units for the living with sleeve and remote control	32	each	\$600.00	\$19,200.00
a/c units	furnish and install 8,000 btu air conditioning units for the living with sleeve and remote control	36	each	\$550.00	\$19,800.00
electrical	relocate the existing second floor electrical outlets from the soffit to the living room walls - run wires in wire mold	16	each	\$250.00	\$4,000.00
electrical	relocate the existing third floor electrical outlets from the wall under the bay to the living room walls - run wires in wire mold	16	each	\$250.00	\$4,000.00
electrical	Add a split breaker in the existing panel. Run new wiring from the panel to the second floor west living and bedroom a/c locations. Run everything in wiremold. Assume that we can use the existing conduit to the bay.	18	each	\$500.00	\$9,000.00
electrical	Add a split breaker in the existing panel. Run new wiring from the panel to the second floor west living and bedroom a/c locations. Run everything in wiremold. Assume that we can use the existing conduit to the bay	18	each	\$500.00	\$9,000.00
electrical	move electrical panels				<b>not included</b>
general conditions	additional final cleaning for the bedroom a/c work - 2nd floor	16	each	\$200.00	\$3,200.00
general conditions	additional final cleaning for the bedroom a/c work - 2nd floor	16	each	\$200.00	\$3,200.00
<b>Subtotal for the above work</b>					<b>\$174,950.00</b>
<b>Original 9/21/2012 window and fire separation budget</b>					<b>\$270,074.32</b>
	credit to provide new horizontal aluminum tube for new air conditioner - 60"	-36	each	\$90.83	-\$3,269.88
	credit to provide new vertical 15" high mullion for new air conditioner	-72	each	\$31.11	-\$2,239.92

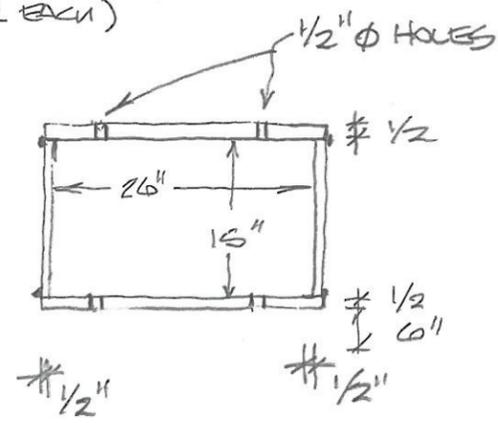
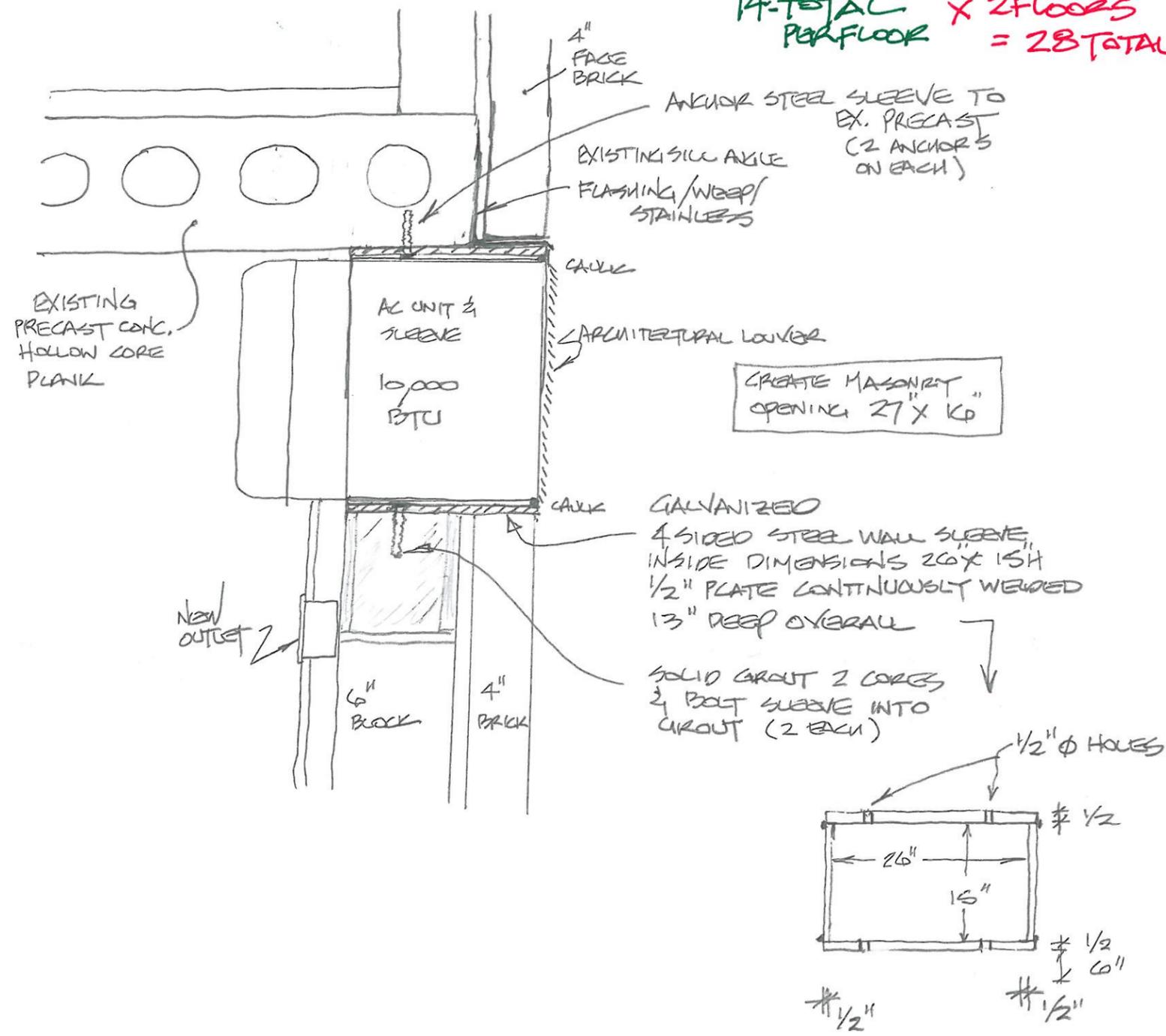
<b>Sterling Renaissance, Inc.</b>					
<b>Cost breakdown: adding a/c units in the masonry walls; window wall and fire separation work Frank B Peers Building - 400 Central</b>					<b>7/5/2013</b>
<b>trade</b>	<b>item</b>	<b>quantity</b>	<b>unit</b>	<b>unit price</b>	<b>total cost</b>
	credit louver for the a/c unit glazed into the mullions with four stud screws to anchor the sleeve to (24" wide x 15" tall)	-36	each	\$176.00	-\$6,336.00
	credit not installing the a/c sleeves	-36	each	\$46.67	-\$1,680.12
	<b>Subtotal for double hung work at bay bedrooms - from 9/21/12 estimate</b>				<b>\$22,680.00</b>
	<b>Subtotal for 4th floor window work - from 9/21/2012 estimate</b>				<b>\$50,360.04</b>
	<b>Subtotal for first floor window work - from 9/21/2012 estimate</b>				<b>\$40,015.04</b>
	transfer fans for the 1st floor and 4th floor units only	29	each	\$420.00	\$12,180.00
	Escalation on the 9/21/2012 costs because the prices are now almost one year old - 4%				\$15,325.18
	<b>Subtotal for the above work</b>				<b>\$572,058.66</b>
GC	architecture / engineering	<b>Not included</b>			
GC	moving of tenant's furniture and possessions	<b>Not included</b>			
GC	additional rubbish baskets besides demo for window wall work	12	each	\$425.00	<b>\$5,100.00</b>
GC	parking lot storage container rental allowance for material storage	2	each	\$750.00	<b>\$1,500.00</b>
GC	Full time supervision: 4 months at 4.33 weeks / month * 40 hours per week	692.8	hours	\$65.00	<b>\$45,032.00</b>
GC	misc hardware and supplies	67	units	\$150.00	<b>\$10,050.00</b>
GC	project management	103.92	hours	\$75.00	<b>\$7,794.00</b>
GC	workman's comp and general liability insurance				<b>\$5,720.59</b>
	<b>Subtotal with general conditions and insurance</b>				<b>\$647,255.24</b>
	overhead and profit				\$51,780.42
	<b>Grand total</b>				<b>\$699,035.66</b>

FRANK B PEARS BUILDING  
 400 CENTRAL  
 HIGHLAND PARK, IL  
 NEW LINTELS & MASONRY

SS

STEEL SLEEVES AT LIVING ROOM PATS

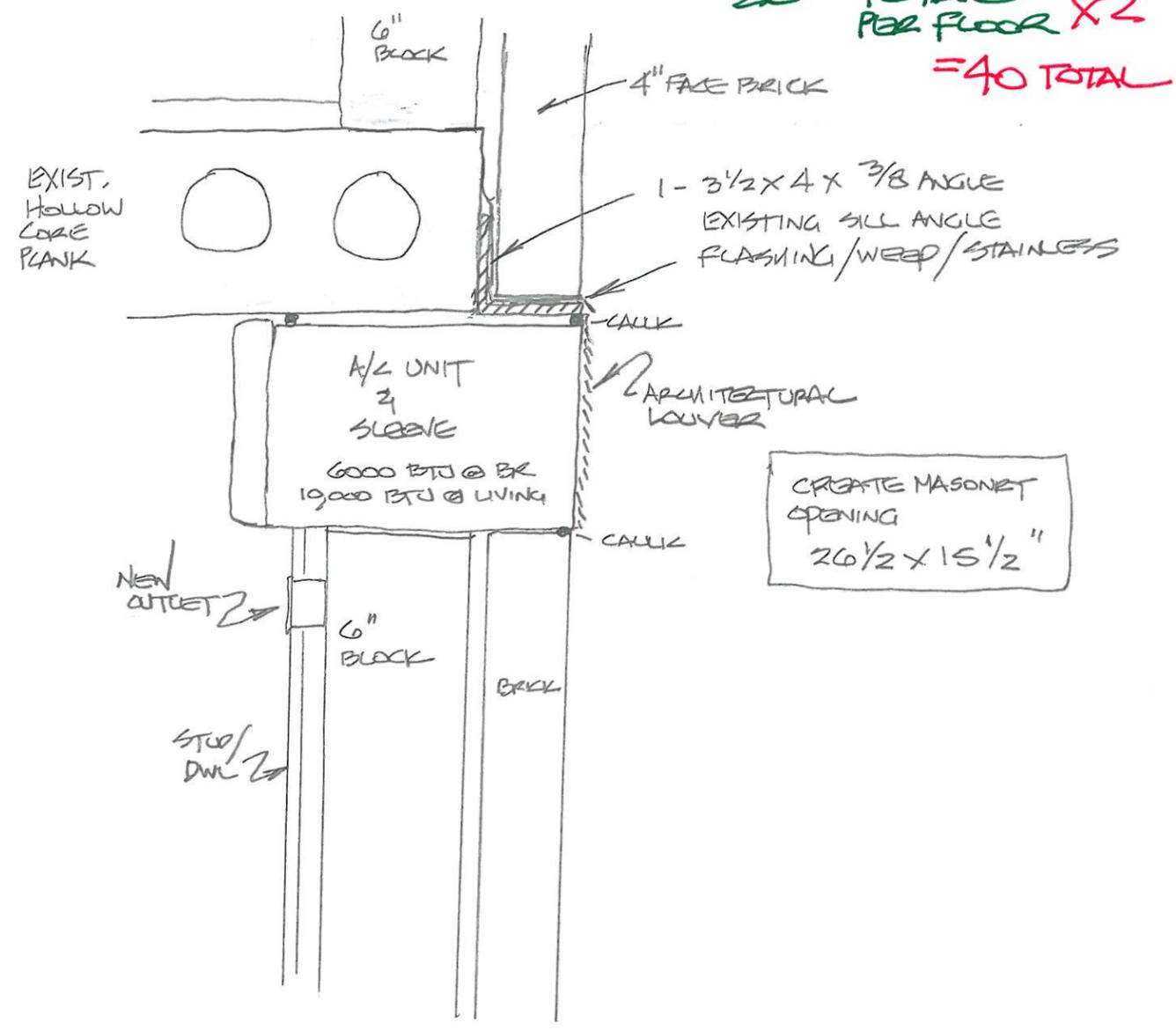
14-TOTAL PER FLOOR X 2 FLOORS = 28 TOTAL



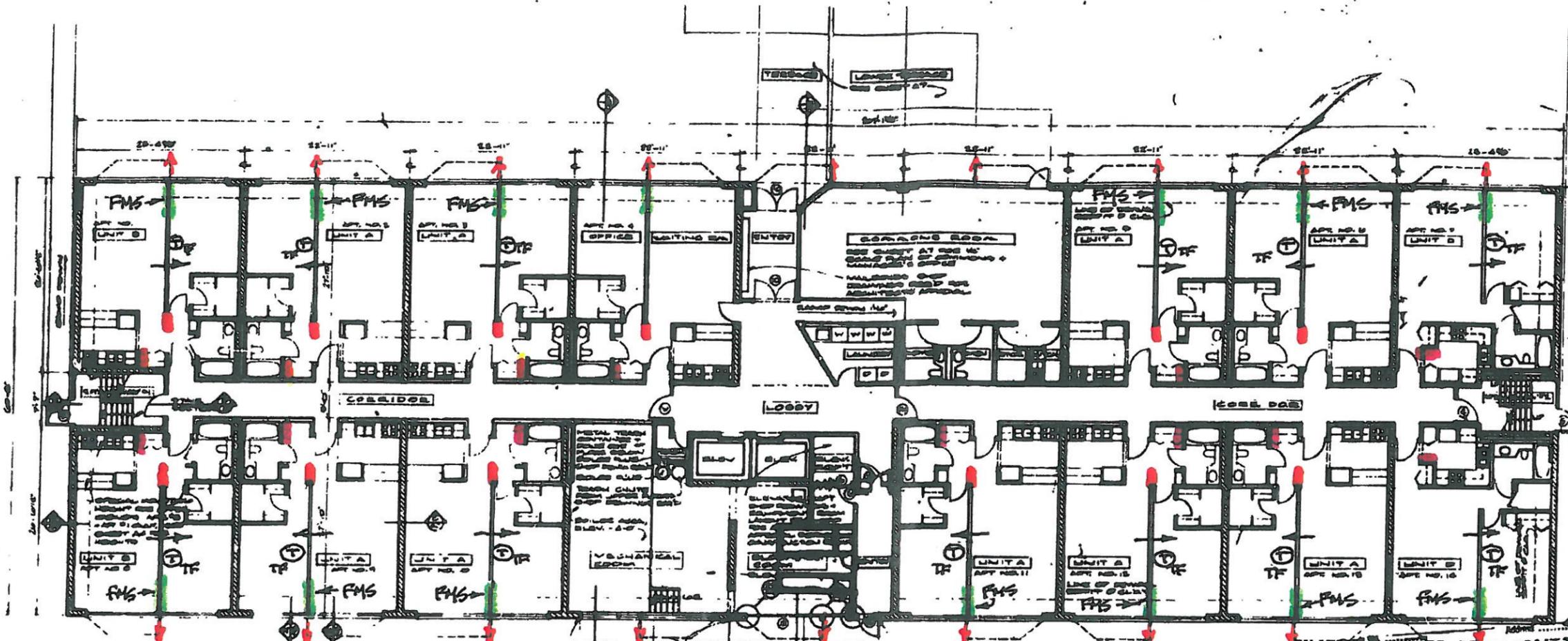
3A

3 ANGLE LINTELS AT WEST END UNITS,  
 STUDIO LIVING AREAS & BEDROOMS

20-TOTAL PER FLOOR X 2 = 40 TOTAL



6/24/13

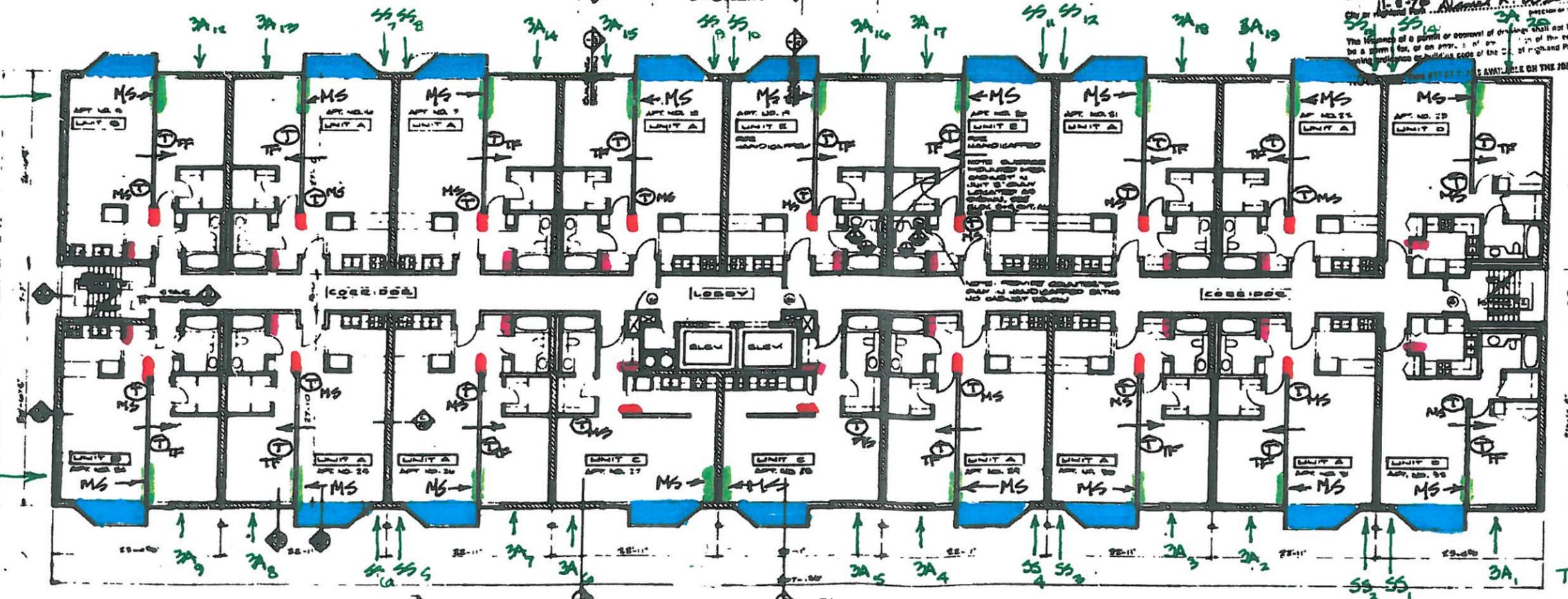


FIRST FLOOR PLAN  
13 UNITS - 1ST FLOOR

PLANS APPROVED  
SUBJECT TO CHANGES NOTED

By: *David R. Watergard*  
 City Engineer  
 The issuance of a permit or approval of drawings shall not be construed to be a warranty, or an endorsement, or an approval of the quality of the work shown on the drawings or the code of the City of Highland Park, Illinois.

16  
SS - STEEL SLEEVE LINTEL  
 20  
3A - 3 ANGLE LINTEL



1ST & 2ND FLOOR PLANS

4/24/13  
 TYP 2ND & 3RD FLOORS

Frank B Peers Building

DRAFT 2014 Budget from Housing Opportunity Development Corp.

Sunset Woods, 891 Central Avenue,. Highland Park

	Previous Budget	New Budget	Per Unit 12	New Budget	Per Unit 2	New Budget	Per Unit 14
<b><u>INCOME</u></b>							
Rents	\$118,584	\$112,368	\$9,364	\$26,160	\$13,080	\$138,528	\$9,895
Laundry	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Late & NSF Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5% Vacancy	(\$5,929)	(\$5,618)	(\$468)	(\$1,308)	(\$654)	(\$6,926)	(\$495)
<b>Gross Income</b>	<b>\$112,655</b>	<b>\$106,750</b>	<b>\$8,896</b>	<b>\$24,852</b>	<b>\$12,426</b>	<b>\$131,602</b>	<b>\$9,400</b>
<b><u>EXPENSES</u></b>							
Administrative							
Office Expenses	\$100	\$100	\$8	\$17	\$8	\$117	\$8
6.5% Management Fee	\$7,323	\$6,939	\$578	\$1,615	\$808	\$8,554	\$611
Legal Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Audit Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Advertising	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operating							
Exterminating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Garbage Removal	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Credit Checks	\$50	\$50	\$4	\$8	\$4	\$58	\$4
Govt. Fees & Licen	\$0	\$1,150	\$96	\$192	\$96	\$1,342	\$96
Maintenance							
Carpeting	\$500	\$1,000	\$83	\$167	\$83	\$1,167	\$83
Heating & Air	\$500	\$500	\$42	\$83	\$42	\$583	\$42
Electrical Maintenance	\$500	\$500	\$42	\$83	\$42	\$583	\$42
Painting & Decorating	\$1,000	\$1,000	\$83	\$167	\$83	\$1,167	\$83
Appliance Repairs	\$500	\$500	\$42	\$83	\$42	\$583	\$42
Janitor	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance	\$500	\$500	\$42	\$83	\$42	\$583	\$42
Supplies	\$500	\$500	\$42	\$83	\$42	\$583	\$42
Security	\$100	\$100	\$8	\$17	\$8	\$117	\$8
Utilities							
Gas	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electricity	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water & Sewer	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PITI							
Real Estate Taxes	\$15,000	\$14,000	\$1,167	\$6,400	\$3,200	\$20,400	\$1,457
Loan Payments	\$30,000	\$30,000	\$2,500	\$0	\$0	\$30,000	\$2,143
Insurance	\$2,600	\$2,600	\$217	\$433	\$217	\$3,033	\$217
Replacement Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other							
Cable	\$7,000	\$7,000	\$583	\$1,167	\$583	\$8,167	\$583
Assesment Fee	\$38,000	\$38,000	\$3,167	\$6,333	\$3,167	\$44,333	\$3,167
<b>Total Expenses</b>	<b>\$104,173</b>	<b>\$104,439</b>	<b>\$8,703</b>	<b>\$16,932</b>	<b>\$8,466</b>	<b>\$121,371</b>	<b>\$8,669</b>
<b>Net Income/(Loss)</b>	<b>\$8,482</b>	<b>\$2,311</b>	<b>\$193</b>	<b>\$7,920</b>	<b>\$3,960</b>	<b>\$10,231</b>	<b>\$731</b>

## MEMORANDUM

Date: November 26, 2013

To: Housing Commission

From: Mary Cele Smith, Housing Planner

Subject: Discussion and Consideration of a Recommendation regarding a Potential Revision to the Inclusionary Housing Ordinance

Prior to finalizing the recommendation for revisions to the Inclusionary Housing Ordinance, staff would like the Commission to consider another question. The question concerns the developer's obligations when converting a rental building that contains affordable housing units to condominium ownership. The current Inclusionary Housing Ordinance is silent on the particulars of this situation. Staff recommends adding language to the Ordinance to clarify the developer's responsibilities.

A discussion with the developer of the proposed Laurel Court II development provided the impetus for this question. The developer Mark Muller is proposing a rental building, which will require affordable rental units. Mr. Muller has no plans to convert the rentals to condominiums at present, but the potential for this future situation occurred to staff. As you know, while for-sale housing units shall be resold as affordable units in perpetuity or as long as permissible by law, affordable rentals must be leased as affordable units for twenty-five years. With regard to conversion to condominium or other form of individual ownership, the Ordinance requires the following in Section 150.2112 Period of Affordability (B):

(2) If the owner of a covered rental development converts the development to condominiums or other form of individual unit ownership, the development shall be subject to the for-sale development requirements set forth in Subsection 150.2109(A) of this Article. **(Ord. 16-09, J. 35, p. 32-48, passed 2/9/09)**

While this language suggests that a rental development that contains affordable housing rentals would then be subject to the for-sale requirements in a conversion and thus eliminates the affordable rentals, this provision does not address this situation specifically. Staff asked the members of the Commission's Working Group on the Condominium Conversion Ordinance (Commissioners Meek and Naftzger) to consider how to address this particular situation.

Staff asked the two Commissioners to weigh the need for affordable rentals with providing flexibility to the developer. Both Commissioners recommended permitting the developer the flexibility to choose whether to maintain the affordable rentals as such to the end of the twenty-five year affordability period and then proceed to convert them to affordable homeownership or to convert them to affordable condominiums at the outset of the conversion.

Staff asks the Commission for a recommendation in order to clarify the Ordinance's language.

# FRANK B. PEERS HOUSING

## Balance Sheet

Month Ending 10/31/13

### ASSETS

#### Current Assets

1110-0000 - Petty Cash	300.00
1121-0000 - Cash - Operating	31,591.15
1130-0000 - Tenant/member accounts receivable	2,968.00
1131-0000 - Accounts receivable - subsidy	52,491.00
1240-0000 - Prepaid property and liability insurance	15,189.32
Total Current Assets	<u>102,539.47</u>

#### Other Assets

1290-0000 - Misc Prepaid Expenses	651.14
1192-0000 - Tenant Sec Dep	23,115.07
1310-0000 - Real estate tax escrow	83,110.70
1311-0000 - Insurance escrow	16,519.15
1330-0000 - Debt Service Escrow	138,750.69
1140-0000 - Accounts Receivable - Other	3,284.36
1630-0000 - Utility Deposit - Gas	2,458.00
1320 - Replacement Reserve	158,541.35
1340 - Residual Receipt	31,874.92
Total Other Assets	<u>458,305.38</u>

#### Fixed Assets

1420-0000 - Building	1,848,860.15
1420-0001 - Building Improvements	86,413.87
1430-0000 - Land Improvements	1,619,406.39
1450-0000 - Furniture for project/tenant use	507,019.34
1497-0000 - Site improvements	172,218.77
4120-0000 - Accum depr - buildings	(3,157,701.64)
1498-0000 - Current F/A	21,899.61
Total Fixed Assets	<u>1,098,116.49</u>

#### Financing Costs

1900-0001 - Deferred Financing Costs	192,398.85
1999-0000 - Accum Amort - Bond Costs	(57,387.22)
Total Financing Costs	<u>135,011.63</u>

#### Partnership Assets

1701-0000 - Cash - Partnership	9,534.66
1702-0000 - Partnership MM	2,125,533.28
1703-0000 - Partnership Receivable	267,013.69
Total Partnership Assets	<u>2,402,081.63</u>

### Total Assets

4,196,054.60

# FRANK B. PEERS HOUSING

## Balance Sheet

Month Ending 10/31/13

### Liabilities & Equity

#### Current Liabilities

2110-0000 - Accounts payable	6,476.77
2113-0000 - Flex Benefit Payable	7.92
2120-0000 - Accrued wages and p/r taxes payable	3,206.52
2150-0000 - Accrued property taxes	91,127.24
2180-0000 - Misc current liabilities	5,695.51

Total Current Liabilities 106,513.96

#### Non-Current Liabilities

2190-0000 - Sec. Dep. In Transit	(26,088.00)
2191-0000 - Security deposits-residential	16,849.00
2191-0001 - Pet Deposit	895.00
2210-0000 - Prepaid Rent	23.00
2211-0000 - Prepaid HUD	44,632.00
2320-1000 - Mortgage payable - 2nd note	2,290,000.00
2320-0000 - Mortgage Payable (long term)	1,776,181.70

Total Non-Current Liabilities 4,102,492.70

#### Owner's Equity

3100-0000 - Limited Partners Equity	2,402,918.63
3209-0000 - Prior Year Retained Earnings	(2,597,065.06)
3210-0000 - Retained earnings	173,649.54
Current YTD Earnings	7,544.83

Total Owner's Equity (12,952.06)

### Total Liability & Owner Equity

**4,196,054.60**

**FRANK B. PEERS HOUSING**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>GROSS OPERATING INCOME</b>							
RESIDENTIAL RENTAL INCOME							
5120-0000 - Apartment rent	22,823.00	36,910.00	(14,087.00)	210,626.00	369,100.00	(158,474.00)	442,920.00
5121-0000 - Tenant assistant payments	63,528.00	46,976.00	16,552.00	651,102.00	469,760.00	181,342.00	563,712.00
5140-0000 - Commercial base rent	60.00	60.00	0.00	1,024.66	600.00	424.66	720.00
<b>TOTAL RESIDENTIAL RENTAL INCOME</b>	<b>86,411.00</b>	<b>83,946.00</b>	<b>2,465.00</b>	<b>862,752.66</b>	<b>839,460.00</b>	<b>23,292.66</b>	<b>1,007,352.00</b>
<b>VACANCIES &amp; ADJUSTMENTS</b>							
5220-0000 - Vacancy loss - apartments	(2,560.00)	(1,234.00)	(1,326.00)	(27,521.00)	(23,446.00)	(4,075.00)	(22,212.00)
5221-0000 - Non-Revenue Units	(1,287.00)	(1,234.00)	(53.00)	(12,757.00)	(12,340.00)	(417.00)	(14,808.00)
<b>TOTAL VACANCIES &amp; ADJUSTMENTS</b>	<b>(3,847.00)</b>	<b>(2,468.00)</b>	<b>(1,379.00)</b>	<b>(40,278.00)</b>	<b>(35,786.00)</b>	<b>(4,492.00)</b>	<b>(37,020.00)</b>
<b>OTHER INCOME</b>							
5910-0000 - Laundry income	469.50	205.00	264.50	1,795.25	2,050.00	(254.75)	2,460.00
5922-0000 - Late fees	0.00	5.00	(5.00)	53.00	50.00	3.00	60.00
5945-0000 - Damages	0.00	50.00	(50.00)	0.00	500.00	(500.00)	600.00
5990-0000 - Misc other income	15.00	0.00	15.00	15.00	0.00	15.00	600.00
5410-0000 - Interest Income Project Operations	0.00	0.00	0.00	7.42	0.00	7.42	0.00
5413-0000 - Interest income - escrow	0.00	2.00	(2.00)	3.39	20.00	(16.61)	24.00
<b>TOTAL OTHER INCOME</b>	<b>484.50</b>	<b>262.00</b>	<b>222.50</b>	<b>1,874.06</b>	<b>2,620.00</b>	<b>(745.94)</b>	<b>3,744.00</b>
<b>GROSS OPERATING INCOME</b>	<b>83,048.50</b>	<b>81,740.00</b>	<b>1,308.50</b>	<b>824,348.72</b>	<b>806,294.00</b>	<b>18,054.72</b>	<b>974,076.00</b>
<b>ADVERTISING &amp; RENTING EXPENSE</b>							
6213-0000 - Employee Recruitment	0.00	25.00	25.00	121.15	250.00	128.85	300.00
6253-0000 - Credit Report Fees	14.00	30.00	16.00	165.00	300.00	135.00	360.00
<b>TOTAL ADVERTISING &amp; RENTING EXPENSE</b>	<b>14.00</b>	<b>55.00</b>	<b>41.00</b>	<b>286.15</b>	<b>550.00</b>	<b>263.85</b>	<b>660.00</b>
<b>ADMINISTRATIVE EXPENSE</b>							
6311-0000 - Office supplies	500.84	225.00	(275.84)	3,441.95	2,250.00	(1,191.95)	2,700.00
6316-0000 - Office Equipment	350.49	405.00	54.51	2,102.92	4,050.00	1,947.08	4,860.00
6320-0000 - Management fee	4,469.12	4,167.00	(302.12)	44,452.77	41,670.00	(2,782.77)	50,004.00
6340-0000 - Legal Expense - Project	0.00	100.00	100.00	1,000.00	1,000.00	0.00	1,200.00
6350-0000 - Audit Expense	0.00	0.00	0.00	12,700.00	11,417.00	(1,283.00)	13,700.00
6360-0000 - Telephone	956.19	750.00	(206.19)	6,517.35	7,500.00	982.65	9,000.00
6360-0001 - Answering Service/ Pagers	60.70	61.00	0.30	546.30	610.00	63.70	732.00
6365-0000 - Training & Education Expense	220.97	125.00	(95.97)	306.77	1,250.00	943.23	1,500.00
6370-0000 - Bad debts	0.00	417.00	417.00	274.00	4,170.00	3,896.00	5,004.00
6371-0000 - Fees Dues & Contributions	0.00	0.00	0.00	165.27	0.00	(165.27)	0.00
6380-0000 - Consulting/study costs	677.25	250.00	(427.25)	5,960.00	2,500.00	(3,460.00)	3,000.00
6385-0000 - Temporary Help	0.00	84.00	84.00	0.00	840.00	840.00	1,008.00
6390-0000 - Misc administrative expenses	13.61	184.00	170.39	1,362.00	1,840.00	478.00	2,208.00
6390-0002 - Computer Supplies/Data Processing	350.38	150.00	(200.38)	1,972.59	1,500.00	(472.59)	1,800.00
6395-0000 - Tenant Retention	705.40	500.00	(205.40)	4,616.77	5,000.00	383.23	7,000.00
6431-0000 - Travel & Expense Reimbursement	335.88	170.00	(165.88)	2,459.42	1,700.00	(759.42)	2,040.00
6851-0000 - Bank Service Fees	0.00	0.00	0.00	4.50	0.00	(4.50)	0.00
6860-0000 - Security Deposit Interest	(0.59)	0.00	0.59	(5.46)	0.00	5.46	0.00
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>8,640.24</b>	<b>7,588.00</b>	<b>(1,052.24)</b>	<b>87,877.15</b>	<b>87,297.00</b>	<b>(580.15)</b>	<b>105,756.00</b>

**FRANK B. PEERS HOUSING**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>PAYROLL &amp; RELATED COSTS</b>							
6310-0000 - Office salaries	7,207.21	7,333.00	125.79	52,175.75	53,367.00	1,191.25	63,145.00
6510-0000 - Janitor and cleaning payroll	1,340.17	3,702.00	2,361.83	15,264.54	27,148.00	11,883.46	32,120.00
6540-0000 - Repairs payroll	5,870.15	3,216.00	(2,654.15)	39,104.78	23,584.00	(15,520.78)	27,903.00
6900-0000 - Social Service Coordinator	1,704.21	1,859.00	154.79	11,914.20	14,543.00	2,628.80	17,093.00
6715-0000 - Payroll Taxes	1,188.97	1,099.00	(89.97)	12,551.24	12,676.00	124.76	14,198.00
6722-0000 - Workers compensation	316.93	275.00	(41.93)	2,638.20	2,750.00	111.80	3,300.00
6723-0000 - Employee health insurance	252.78	599.00	346.22	6,659.20	5,696.00	(963.20)	6,894.00
6724-0000 - Union Benefits	1,310.84	1,200.00	(110.84)	10,301.67	12,000.00	1,698.33	14,415.00
6726-0001 - Contingency	0.00	235.00	235.00	1,144.00	4,374.00	3,230.00	5,504.00
<b>TOTAL PAYROLL &amp; RELATED COSTS</b>	<b>19,191.26</b>	<b>19,518.00</b>	<b>326.74</b>	<b>151,753.58</b>	<b>156,138.00</b>	<b>4,384.42</b>	<b>184,572.00</b>
<b>OPERATING EXPENSES</b>							
6515-0000 - Janitors and cleaning supplies	410.73	300.00	(110.73)	3,538.76	3,000.00	(538.76)	3,600.00
6516-0000 - Bulbs & Tubes	0.00	100.00	100.00	44.62	1,000.00	955.38	1,200.00
6517-0000 - Outside Cleaning Service	0.00	0.00	0.00	0.00	750.00	750.00	1,500.00
6518-0000 - Uniforms	0.00	0.00	0.00	0.00	500.00	500.00	500.00
6519-0000 - Exterminating Contract	207.00	110.00	(97.00)	1,152.00	1,100.00	(52.00)	1,320.00
6520-0000 - Miscellaneous Repair Contractors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6525-0000 - Rubbish removal	262.40	310.00	47.60	3,177.88	3,100.00	(77.88)	3,720.00
6490-0000 - Misc operating expenses	0.00	50.00	50.00	1,600.00	500.00	(1,100.00)	600.00
<b>TOTAL OPERATING EXPENSES</b>	<b>880.13</b>	<b>870.00</b>	<b>(10.13)</b>	<b>9,513.26</b>	<b>9,950.00</b>	<b>436.74</b>	<b>12,440.00</b>
<b>UTILITIES</b>							
6450-0000 - Electricity	1,161.84	1,800.00	638.16	13,211.01	18,000.00	4,788.99	21,600.00
6451-0000 - Water	150.62	950.00	799.38	3,002.07	9,500.00	6,497.93	11,400.00
6452-0000 - Gas	1,113.52	1,500.00	386.48	15,724.15	12,500.00	(3,224.15)	16,000.00
<b>TOTAL UTILITIES</b>	<b>2,425.98</b>	<b>4,250.00</b>	<b>1,824.02</b>	<b>31,937.23</b>	<b>40,000.00</b>	<b>8,062.77</b>	<b>49,000.00</b>
<b>MAINTENANCE EXPENSES</b>							
6536-0000 - Ground supplies	343.60	292.00	(51.60)	392.56	2,920.00	2,527.44	3,504.00
6537-0000 - Grounds Contractor (Landscaper)	1,365.00	650.00	(715.00)	7,138.58	4,550.00	(2,588.58)	5,200.00
6541-0000 - Repair materials (general supplies)	55.85	560.00	504.15	1,022.38	5,600.00	4,577.62	6,720.00
6541-0001 - Appliance Parts	187.61	50.00	(137.61)	633.56	500.00	(133.56)	600.00
6541-0002 - Plumbing Supplies	36.99	100.00	63.01	908.65	1,000.00	91.35	1,200.00
6541-0003 - Electrical Supplies	387.99	100.00	(287.99)	703.29	1,000.00	296.71	1,200.00
6541-0004 - Heating/Cooling Supplies	0.00	50.00	50.00	150.78	500.00	349.22	600.00
6541-0005 - Hand Tools	0.00	0.00	0.00	0.00	300.00	300.00	300.00
6541-0006 - Expendable Tools	0.00	0.00	0.00	0.00	400.00	400.00	400.00
6541-0007 - Safety Equipment	0.00	50.00	50.00	0.00	500.00	500.00	600.00
6541-0009 - Window Supplies	0.00	0.00	0.00	0.00	200.00	200.00	200.00
6541-0010 - Carpentry/Hardware	469.23	50.00	(419.23)	1,001.28	500.00	(501.28)	600.00
6545-0000 - Elevator Contractor (Annual Maintenance Contract)	0.00	290.00	290.00	1,778.92	2,900.00	1,121.08	3,480.00
6546-0000 - Heating/Cooling Contractor	3,120.09	213.00	(2,907.09)	4,537.16	2,130.00	(2,407.16)	2,556.00
6548-0000 - Snow removal	0.00	0.00	0.00	4,218.93	10,432.00	6,213.07	15,648.00
6551-0000 - Elevator Contractor (Special Repairs)	0.00	125.00	125.00	0.00	1,250.00	1,250.00	1,500.00
6560-0000 - Decorating (Tenant Pntg-Cycle/Turnover by Contractor)	4,275.00	1,000.00	(3,275.00)	8,320.00	10,000.00	1,680.00	12,000.00
6564-0000 - Decorating (Common Areas - by Contractor)	0.00	208.00	208.00	6,915.00	2,080.00	(4,835.00)	2,496.00
6580-0000 - Equipment repairs	0.00	500.00	500.00	0.00	500.00	500.00	500.00
6581-0000 - Window Washing	1,010.00	750.00	(260.00)	1,010.00	1,500.00	490.00	1,500.00

**FRANK B. PEERS HOUSING**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6582-0000 - Fire Protection	1,600.00	400.00	(1,200.00)	3,646.82	4,000.00	353.18	4,800.00
6582-0001 - Fire Safety Equipment	0.00	500.00	500.00	0.00	5,000.00	5,000.00	6,000.00
6590-0000 - Miscellaneous Repair	0.00	100.00	100.00	156.00	1,000.00	844.00	1,200.00
6591-0000 - Electrical Repairs	0.00	300.00	300.00	0.00	3,000.00	3,000.00	3,600.00
6592-0000 - Boiler Repairs	0.00	500.00	500.00	1,969.29	5,000.00	3,030.71	6,000.00
6594-0000 - Carpentry Repairs	0.00	100.00	100.00	910.00	1,000.00	90.00	1,200.00
6595-0000 - Plumbing Repairs	882.02	790.00	(92.02)	4,500.02	7,900.00	3,399.98	9,480.00
6596-0000 - Floor Repairs/Cleaning	0.00	150.00	150.00	605.00	1,500.00	895.00	1,800.00
6598-0000 - Roof Repairs	0.00	100.00	100.00	0.00	1,000.00	1,000.00	1,200.00
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>13,733.38</b>	<b>7,928.00</b>	<b>(5,805.38)</b>	<b>50,518.22</b>	<b>78,162.00</b>	<b>27,643.78</b>	<b>96,084.00</b>
<b>TAXES AND INSURANCE</b>							
6710-0000 - Real estate taxes	9,000.00	9,000.00	0.00	90,000.00	90,000.00	0.00	108,000.00
6720-0000 - Property and liability insurance	1,898.67	2,083.00	184.33	19,814.34	20,830.00	1,015.66	24,996.00
6721-0000 - Fidelity bond insurance	0.00	10.00	10.00	0.00	100.00	100.00	120.00
<b>TOTAL TAXES AND INSURANCE</b>	<b>10,898.67</b>	<b>11,093.00</b>	<b>194.33</b>	<b>109,814.34</b>	<b>110,930.00</b>	<b>1,115.66</b>	<b>133,116.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>55,783.66</b>	<b>51,302.00</b>	<b>(4,481.66)</b>	<b>441,699.93</b>	<b>483,027.00</b>	<b>41,327.07</b>	<b>581,628.00</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>27,264.84</b>	<b>30,438.00</b>	<b>(3,173.16)</b>	<b>382,648.79</b>	<b>323,267.00</b>	<b>59,381.79</b>	<b>392,448.00</b>
<b>FINANCIAL EXPENSES</b>							
6820-0000 - Mortgage interest	19,814.55	19,815.00	0.45	200,469.33	200,474.00	4.67	239,947.00
7104-0000 - Replacement Reserve	1,863.67	1,864.00	0.33	18,636.70	18,640.00	3.30	22,368.00
7108-0000 - Mortgage Payable (long term)	10,672.99	10,621.00	(51.99)	104,406.07	103,895.00	(511.07)	125,294.00
<b>TOTAL FINANCIAL EXPENSES</b>	<b>32,351.21</b>	<b>32,300.00</b>	<b>(51.21)</b>	<b>323,512.10</b>	<b>323,009.00</b>	<b>(503.10)</b>	<b>387,609.00</b>
<b>NET OPER INC/(LOSS) BEFORE CAP. EXP.</b>	<b>(5,086.37)</b>	<b>(1,862.00)</b>	<b>(3,224.37)</b>	<b>59,136.69</b>	<b>258.00</b>	<b>58,878.69</b>	<b>4,839.00</b>
<b>NET INCOME (LOSS)</b>	<b>(5,086.37)</b>	<b>(1,862.00)</b>	<b>(3,224.37)</b>	<b>59,136.69</b>	<b>258.00</b>	<b>58,878.69</b>	<b>4,839.00</b>
<b>Partnership Income</b>							
8005-0000 - Mortgagor Entity Income	94.54	0.00	94.54	2,382.91	0.00	2,382.91	0.00
8010-0000 - Other Entity Expense	0.00	0.00	0.00	(3,368.00)	0.00	(3,368.00)	0.00
<b>Total Partnership Activity</b>	<b>94.54</b>	<b>0.00</b>	<b>94.54</b>	<b>(985.09)</b>	<b>0.00</b>	<b>(985.09)</b>	<b>0.00</b>
<b>CAPITAL EXPENDITURES &amp; ESCROWS</b>							
7105-0000 - Replacement Reserve Reimbursement	0.00	0.00	0.00	0.00	(660,998.00)	(660,998.00)	(660,998.00)
6991-0000 - Capital expenditures	0.00	0.00	0.00	0.00	98,000.00	98,000.00	98,000.00
6991-0002 - Windows	0.00	0.00	0.00	0.00	544,998.00	544,998.00	544,998.00
6991-0016 - Concrete Repairs	3,401.40	0.00	(3,401.40)	3,401.40	1,000.00	(2,401.40)	2,500.00
6993-0000 - Appliance Replacement	0.00	120.00	120.00	0.00	1,200.00	1,200.00	1,440.00
6993-0002 - Water Heaters	0.00	0.00	0.00	15,792.00	11,000.00	(4,792.00)	11,000.00
6993-0003 - A/C Replacements	0.00	225.00	225.00	1,600.56	2,250.00	649.44	2,700.00
6994-0000 - Carpet & tile	0.00	650.00	650.00	1,105.65	6,500.00	5,394.35	7,800.00
<b>TOTAL CAPITAL EXPENDITURES &amp; ESCROWS</b>	<b>3,401.40</b>	<b>995.00</b>	<b>(2,406.40)</b>	<b>21,899.61</b>	<b>3,950.00</b>	<b>(17,949.61)</b>	<b>7,440.00</b>
<b>GAIN/(LOSS) AFTER CAPITAL EXP. &amp; ESCROWS</b>	<b>(8,393.23)</b>	<b>(2,857.00)</b>	<b>(5,536.23)</b>	<b>36,251.99</b>	<b>(3,692.00)</b>	<b>39,943.99</b>	<b>(2,601.00)</b>

# WALNUT PLACE

## Balance Sheet

Month Ending 10/31/13

### ASSETS

#### Current Assets

1110-0000 - Petty Cash	900.00
1121-0000 - Cash - Operating	2,320.45
1130-0000 - Tenant/member accounts receivable	18,576.43
1131-0000 - Accounts receivable - subsidy	46,281.00
1240-0000 - Prepaid property and liability insurance	16,285.32

Total Current Assets 84,363.20

#### Other Assets

1290-0000 - Misc Prepaid Expenses	862.44
1192-0000 - Tenant Sec Dep	21,499.45
1310-0000 - Real estate tax escrow	112,199.69
1311-0000 - Insurance escrow	17,714.98
1330-0000 - Debt Service Escrow	136,096.36
1320 - Replacement Reserve	181,768.77
1340 - Residual Receipt	27,094.67

Total Other Assets 497,236.36

#### Fixed Assets

1410-0000 - Land	220,000.00
1420-0000 - Building	2,907,088.00
1420-0001 - Building Improvements	23,774.27
1430-0000 - Land Improvements	321,376.00
1440-0000 - Building Equipment Portable	354,185.56
1450-0000 - Furniture for project/tenant use	398,382.24
4120-0000 - Accum depr - buildings	(3,408,821.59)
1498-0000 - Current F/A	26,809.14

Total Fixed Assets 842,793.62

#### Financing Costs

1900-0001 - Deferred Financing Costs	174,813.03
1999-0000 - Accum Amort - Bond Costs	(44,920.51)

Total Financing Costs 129,892.52

#### Partnership Assets

1701-0000 - Cash - Partnership	104,578.61
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Total Partnership Assets 104,578.61

**Total Assets 1,658,864.31**

# WALNUT PLACE

## Balance Sheet

Month Ending 10/31/13

### Liabilities & Equity

#### Current Liabilities

2110-0000 - Accounts payable	9,956.95
2113-0000 - Flex Benefit Payable	7.92
2120-0000 - Accrued wages and p/r taxes payable	3,206.46
2150-0000 - Accrued property taxes	100,817.02
2155-0000 - Accrued professional services	14,714.00
2180-0000 - Misc current liabilities	5,497.23
<b>Total Current Liabilities</b>	<b><u>134,199.58</u></b>

#### Non-Current Liabilities

2190-0000 - Sec. Dep. In Transit	(13,776.00)
2191-0000 - Security deposits-residential	18,805.00
2191-0001 - Pet Deposit	1,475.00
2210-0000 - Prepaid Rent	369.00
2211-0000 - Prepaid HUD	23,003.00
2320-1000 - Mortgage payable - 2nd note	2,546,000.00
2320-4000 - Deferred Revenue	237,622.00
2320-0000 - Mortgage Payable (long term)	1,800,581.43
<b>Total Non-Current Liabilities</b>	<b><u>4,614,079.43</u></b>

#### Owner's Equity

3100-0000 - Limited Partners Equity	104,375.87
3209-0000 - Prior Year Retained Earnings	(3,362,358.17)
3210-0000 - Retained earnings	174,512.05
Current YTD Earnings	(5,944.45)
<b>Total Owner's Equity</b>	<b><u>(3,089,414.70)</u></b>

### **Total Liability & Owner Equity**

**1,658,864.31**

**WALNUT PLACE**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>GROSS OPERATING INCOME</b>							
<b>RESIDENTIAL RENTAL INCOME</b>							
5120-0000 - Apartment rent	19,860.00	38,120.00	(18,260.00)	203,847.00	381,200.00	(177,353.00)	457,440.00
5121-0000 - Tenant assistant payments	68,144.00	48,516.00	19,628.00	670,721.00	485,160.00	185,561.00	582,192.00
5140-0000 - Commercial base rent	0.00	0.00	0.00	304.18	0.00	304.18	0.00
<b>TOTAL RESIDENTIAL RENTAL INCOME</b>	<b>88,004.00</b>	<b>86,636.00</b>	<b>1,368.00</b>	<b>874,872.18</b>	<b>866,360.00</b>	<b>8,512.18</b>	<b>1,039,632.00</b>
<b>VACANCIES &amp; ADJUSTMENTS</b>							
5220-0000 - Vacancy loss - apartments	(828.00)	(2,000.00)	1,172.00	(9,239.00)	(20,000.00)	10,761.00	(24,000.00)
5221-0000 - Non-Revenue Units	(1,284.00)	(1,260.00)	(24.00)	(12,720.00)	(12,600.00)	(120.00)	(15,120.00)
<b>TOTAL VACANCIES &amp; ADJUSTMENTS</b>	<b>(2,112.00)</b>	<b>(3,260.00)</b>	<b>1,148.00</b>	<b>(21,959.00)</b>	<b>(32,600.00)</b>	<b>10,641.00</b>	<b>(39,120.00)</b>
<b>OTHER INCOME</b>							
5910-0000 - Laundry income	781.50	0.00	781.50	2,984.50	2,100.00	884.50	2,800.00
5922-0000 - Late fees	25.00	10.00	15.00	88.00	100.00	(12.00)	120.00
5930-0000 - Credit Check Fees	0.00	30.00	(30.00)	0.00	300.00	(300.00)	360.00
5413-0000 - Interest income - escrow	0.00	0.00	0.00	3.94	0.00	3.94	0.00
<b>TOTAL OTHER INCOME</b>	<b>806.50</b>	<b>40.00</b>	<b>766.50</b>	<b>3,076.44</b>	<b>2,500.00</b>	<b>576.44</b>	<b>3,280.00</b>
<b>GROSS OPERATING INCOME</b>	<b>86,698.50</b>	<b>83,416.00</b>	<b>3,282.50</b>	<b>855,989.62</b>	<b>836,260.00</b>	<b>19,729.62</b>	<b>1,003,792.00</b>
<b>ADVERTISING &amp; RENTING EXPENSE</b>							
6213-0000 - Employee Recruitment	0.00	0.00	0.00	121.15	0.00	(121.15)	0.00
6253-0000 - Credit Report Fees	0.00	30.00	30.00	53.00	300.00	247.00	360.00
<b>TOTAL ADVERTISING &amp; RENTING EXPENSE</b>	<b>0.00</b>	<b>30.00</b>	<b>30.00</b>	<b>174.15</b>	<b>300.00</b>	<b>125.85</b>	<b>360.00</b>
<b>ADMINISTRATIVE EXPENSE</b>							
6311-0000 - Office supplies	460.84	225.00	(235.84)	2,987.18	2,250.00	(737.18)	2,700.00
6316-0000 - Office Equipment	350.48	405.00	54.52	2,102.87	4,050.00	1,947.13	4,860.00
6320-0000 - Management fee	4,720.27	4,137.00	(583.27)	44,829.13	41,370.00	(3,459.13)	49,644.00
6340-0000 - Legal Expense - Project	0.00	167.00	167.00	1,000.00	1,670.00	670.00	2,004.00
6350-0000 - Audit Expense	0.00	1,083.00	1,083.00	10,500.00	10,830.00	330.00	12,996.00
6360-0000 - Telephone	935.03	850.00	(85.03)	8,010.84	8,500.00	489.16	10,200.00
6360-0001 - Answering Service/ Pagers	60.70	62.00	1.30	485.58	620.00	134.42	744.00
6365-0000 - Training & Education Expense	220.97	110.00	(110.97)	306.77	1,100.00	793.23	1,320.00
6370-0000 - Bad debts	280.00	583.00	303.00	967.00	5,830.00	4,863.00	6,996.00
6371-0000 - Fees Dues & Contributions	0.00	0.00	0.00	165.27	0.00	(165.27)	0.00
6380-0000 - Consulting/study costs	800.00	0.00	(800.00)	2,250.00	3,500.00	1,250.00	3,500.00
6390-0000 - Misc administrative expenses	13.61	155.00	141.39	1,201.30	1,550.00	348.70	1,860.00
6390-0002 - Computer Supplies/Data Processing	163.06	150.00	(13.06)	1,786.89	1,500.00	(286.89)	1,800.00
6395-0000 - Tenant Retention	417.54	400.00	(17.54)	3,798.53	4,000.00	201.47	7,000.00
6431-0000 - Travel & Expense Reimbursement	335.87	188.00	(147.87)	2,459.33	1,880.00	(579.33)	2,256.00
6860-0000 - Security Deposit Interest	(0.55)	0.00	0.55	(5.29)	0.00	5.29	0.00
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>8,757.82</b>	<b>8,515.00</b>	<b>(242.82)</b>	<b>82,845.40</b>	<b>88,650.00</b>	<b>5,804.60</b>	<b>107,880.00</b>
<b>PAYROLL &amp; RELATED COSTS</b>							
6310-0000 - Office salaries	7,207.21	7,333.00	125.79	52,152.55	53,367.00	1,214.45	63,145.00
6510-0000 - Janitor and cleaning payroll	1,340.17	1,684.00	343.83	11,736.08	12,344.00	607.92	14,605.00
6540-0000 - Repairs payroll	5,870.15	5,234.00	(636.15)	42,633.24	38,388.00	(4,245.24)	45,418.00

**WALNUT PLACE**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			
	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
6900-0000 - Social Service Coordinator	1,704.21	1,859.00	154.79	11,914.20	14,543.00	2,628.80	17,093.00
6715-0000 - Payroll Taxes	1,188.99	1,099.00	(89.99)	12,548.72	12,676.00	127.28	14,198.00
6722-0000 - Workers compensation	316.88	271.00	(45.88)	2,364.02	2,710.00	345.98	3,252.00
6723-0000 - Employee health insurance	252.78	586.00	333.22	6,682.40	5,566.00	(1,116.40)	6,738.00
6724-0000 - Union Benefits	1,310.84	1,200.00	(110.84)	10,301.66	12,000.00	1,698.34	14,415.00
6726-0001 - Contingency	0.00	0.00	0.00	1,144.00	2,024.00	880.00	2,684.00
<b>TOTAL PAYROLL &amp; RELATED COSTS</b>	<b>19,191.23</b>	<b>19,266.00</b>	<b>74.77</b>	<b>151,476.87</b>	<b>153,618.00</b>	<b>2,141.13</b>	<b>181,548.00</b>
<b>OPERATING EXPENSES</b>							
6515-0000 - Janitors and cleaning supplies	295.19	320.00	24.81	3,118.73	3,200.00	81.27	3,840.00
6516-0000 - Bulbs & Tubes	0.00	75.00	75.00	0.00	750.00	750.00	900.00
6517-0000 - Outside Cleaning Service	0.00	0.00	0.00	0.00	750.00	750.00	1,500.00
6518-0000 - Uniforms	0.00	0.00	0.00	0.00	500.00	500.00	500.00
6519-0000 - Exterminating Contract	90.00	150.00	60.00	908.10	1,500.00	591.90	1,800.00
6520-0000 - Miscellaneous Repair Contractors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6525-0000 - Rubbish removal	373.40	355.00	(18.40)	3,124.61	3,550.00	425.39	4,260.00
6490-0000 - Misc operating expenses	0.00	50.00	50.00	0.00	500.00	500.00	600.00
<b>TOTAL OPERATING EXPENSES</b>	<b>758.59</b>	<b>950.00</b>	<b>191.41</b>	<b>7,151.44</b>	<b>10,750.00</b>	<b>3,598.56</b>	<b>13,400.00</b>
<b>UTILITIES</b>							
6450-0000 - Electricity	914.24	1,200.00	285.76	11,032.30	12,000.00	967.70	14,400.00
6451-0000 - Water	647.07	600.00	(47.07)	6,235.53	6,000.00	(235.53)	7,200.00
6452-0000 - Gas	806.40	1,674.00	867.60	15,911.50	16,668.00	756.50	20,000.00
<b>TOTAL UTILITIES</b>	<b>2,367.71</b>	<b>3,474.00</b>	<b>1,106.29</b>	<b>33,179.33</b>	<b>34,668.00</b>	<b>1,488.67</b>	<b>41,600.00</b>
<b>MAINTENANCE EXPENSES</b>							
6536-0000 - Ground supplies	0.00	333.00	333.00	77.08	3,330.00	3,252.92	3,996.00
6537-0000 - Grounds Contractor (Landscaper)	10,329.00	650.00	(9,679.00)	14,216.58	4,550.00	(9,666.58)	5,200.00
6541-0000 - Repair materials (general supplies)	42.84	250.00	207.16	875.56	2,500.00	1,624.44	3,000.00
6541-0001 - Appliance Parts	220.61	50.00	(170.61)	666.53	500.00	(166.53)	600.00
6541-0002 - Plumbing Supplies	386.71	100.00	(286.71)	2,378.43	1,000.00	(1,378.43)	1,200.00
6541-0003 - Electrical Supplies	383.55	100.00	(283.55)	1,151.33	1,000.00	(151.33)	1,200.00
6541-0004 - Heating/Cooling Supplies	0.00	85.00	85.00	36.08	850.00	813.92	1,020.00
6541-0005 - Hand Tools	0.00	50.00	50.00	0.00	500.00	500.00	600.00
6541-0006 - Expendable Tools	0.00	50.00	50.00	0.00	500.00	500.00	600.00
6541-0007 - Safety Equipment	0.00	50.00	50.00	0.00	500.00	500.00	600.00
6541-0009 - Window Supplies	0.00	100.00	100.00	442.79	1,000.00	557.21	1,200.00
6541-0010 - Carpentry/Hardware	330.30	60.00	(270.30)	899.64	600.00	(299.64)	720.00
6545-0000 - Elevator Contractor (Annual Maintenance Contract)	0.00	300.00	300.00	1,913.92	3,000.00	1,086.08	3,600.00
6546-0000 - Heating/Cooling Contractor	913.21	385.00	(528.21)	3,619.11	3,850.00	230.89	4,620.00
6548-0000 - Snow removal	0.00	0.00	0.00	7,672.76	7,892.00	219.24	11,838.00
6551-0000 - Elevator Contractor (Special Repairs)	0.00	100.00	100.00	0.00	1,000.00	1,000.00	1,200.00
6560-0000 - Decorating (Tenant Pntg-Cycle/Turnover by Contractor)	2,947.50	1,000.00	(1,947.50)	9,477.50	10,000.00	522.50	12,000.00
6564-0000 - Decorating (Common Areas - by Contractor)	980.00	100.00	(880.00)	1,039.86	1,000.00	(39.86)	1,200.00
6580-0000 - Equipment repairs	0.00	500.00	500.00	0.00	500.00	500.00	500.00
6581-0000 - Window Washing	810.00	1,000.00	190.00	810.00	2,000.00	1,190.00	2,000.00
6582-0000 - Fire Protection	2,968.87	300.00	(2,668.87)	4,347.52	3,000.00	(1,347.52)	3,600.00
6582-0001 - Fire Safety Equipment	0.00	50.00	50.00	0.00	500.00	500.00	600.00
6590-0000 - Miscellaneous Repair	0.00	100.00	100.00	0.00	1,000.00	1,000.00	1,200.00
6591-0000 - Electrical Repairs	0.00	300.00	300.00	707.53	3,000.00	2,292.47	3,600.00

**WALNUT PLACE**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6592-0000 - Boiler Repairs	0.00	200.00	200.00	4,176.80	2,000.00	(2,176.80)	2,400.00
6594-0000 - Carpentry Repairs	273.00	100.00	(173.00)	6,852.34	1,000.00	(5,852.34)	1,200.00
6595-0000 - Plumbing Repairs	1,555.00	700.00	(855.00)	6,547.72	7,000.00	452.28	8,400.00
6596-0000 - Floor Repairs/Cleaning	615.00	100.00	(515.00)	740.00	1,000.00	260.00	1,200.00
6598-0000 - Roof Repairs	5,743.94	170.00	(5,573.94)	10,597.06	1,700.00	(8,897.06)	2,040.00
6599-0000 - Window repairs	0.00	100.00	100.00	0.00	1,000.00	1,000.00	1,200.00
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>28,499.53</b>	<b>7,383.00</b>	<b>(21,116.53)</b>	<b>79,246.14</b>	<b>67,272.00</b>	<b>(11,974.14)</b>	<b>82,334.00</b>
<b>TAXES AND INSURANCE</b>							
6710-0000 - Real estate taxes	10,000.00	10,000.00	0.00	100,000.00	100,000.00	0.00	120,000.00
6720-0000 - Property and liability insurance	2,035.67	2,037.00	1.33	20,362.34	20,370.00	7.66	24,444.00
6721-0000 - Fidelity bond insurance	0.00	0.00	0.00	0.00	25.00	25.00	25.00
<b>TOTAL TAXES AND INSURANCE</b>	<b>12,035.67</b>	<b>12,037.00</b>	<b>1.33</b>	<b>120,362.34</b>	<b>120,395.00</b>	<b>32.66</b>	<b>144,469.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>71,610.55</b>	<b>51,655.00</b>	<b>(19,955.55)</b>	<b>474,435.67</b>	<b>475,653.00</b>	<b>1,217.33</b>	<b>571,591.00</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>15,087.95</b>	<b>31,761.00</b>	<b>(16,673.05)</b>	<b>381,553.95</b>	<b>360,607.00</b>	<b>20,946.95</b>	<b>432,201.00</b>
<b>FINANCIAL EXPENSES</b>							
6820-0000 - Mortgage interest	21,041.28	21,041.00	(0.28)	213,063.42	213,063.00	(0.42)	254,965.00
7104-0000 - Replacement Reserve	1,836.67	1,850.00	13.33	18,366.70	18,500.00	133.30	22,200.00
7108-0000 - Mortgage Payable (long term)	12,445.67	12,386.00	(59.67)	121,806.08	121,223.00	(583.08)	146,175.00
<b>TOTAL FINANCIAL EXPENSES</b>	<b>35,323.62</b>	<b>35,277.00</b>	<b>(46.62)</b>	<b>353,236.20</b>	<b>352,786.00</b>	<b>(450.20)</b>	<b>423,340.00</b>
<b>NET OPER INC/(LOSS) BEFORE CAP. EXP.</b>	<b>(20,235.67)</b>	<b>(3,516.00)</b>	<b>(16,719.67)</b>	<b>28,317.75</b>	<b>7,821.00</b>	<b>20,496.75</b>	<b>8,861.00</b>
<b>NET INCOME (LOSS)</b>	<b>(20,235.67)</b>	<b>(3,516.00)</b>	<b>(16,719.67)</b>	<b>28,317.75</b>	<b>7,821.00</b>	<b>20,496.75</b>	<b>8,861.00</b>
<b>Partnership Income</b>							
8005-0000 - Mortgagor Entity Income	8.88	0.00	8.88	87.07	0.00	87.07	0.00
8010-0000 - Other Entity Expense	0.00	0.00	0.00	(10.00)	0.00	(10.00)	0.00
<b>Total Partnership Activity</b>	<b>8.88</b>	<b>0.00</b>	<b>8.88</b>	<b>77.07</b>	<b>0.00</b>	<b>77.07</b>	<b>0.00</b>
<b>CAPITAL EXPENDITURES &amp; ESCROWS</b>							
7105-0000 - Replacement Reserve Reimbursement	0.00	0.00	0.00	0.00	(35,550.00)	(35,550.00)	(41,550.00)
6991-0000 - Capital expenditures	4,550.00	2,400.00	(2,150.00)	8,850.00	30,900.00	22,050.00	30,900.00
6993-0000 - Appliance Replacement	584.00	400.00	(184.00)	1,737.00	1,600.00	(137.00)	1,600.00
6993-0002 - Water Heaters	0.00	0.00	0.00	0.00	3,000.00	3,000.00	3,000.00
6993-0003 - A/C Replacements	0.00	0.00	0.00	1,067.04	4,000.00	2,932.96	4,000.00
6994-0000 - Carpet & tile	11,037.60	750.00	(10,287.60)	15,155.10	7,500.00	(7,655.10)	9,000.00
<b>TOTAL CAPITAL EXPENDITURES &amp; ESCROWS</b>	<b>16,171.60</b>	<b>3,550.00</b>	<b>(12,621.60)</b>	<b>26,809.14</b>	<b>11,450.00</b>	<b>(15,359.14)</b>	<b>6,950.00</b>
<b>GAIN/(LOSS) AFTER CAPITAL EXP. &amp; ESCROWS</b>	<b>(36,398.39)</b>	<b>(7,066.00)</b>	<b>(29,332.39)</b>	<b>1,585.68</b>	<b>(3,629.00)</b>	<b>5,214.68</b>	<b>1,911.00</b>

# RAVINIA HOUSING

## Balance Sheet

Month Ending 10/31/13

### ASSETS

#### Current Assets

1110-0000 - Petty Cash	150.00
1121-0000 - Cash - Operating	1,516.92
1130-0000 - Tenant/member accounts receivable	46,768.00
1130-1000 - Allowance for Doubtful Accounts	(16,515.40)
1131-0000 - Accounts receivable - subsidy	31,532.00
1240-0000 - Prepaid property and liability insurance	7,700.68
1250-0000 - Prepaid Mortgage Insurance	609.05
<b>Total Current Assets</b>	<b>71,761.25</b>

#### Other Assets

1290-0000 - Misc Prepaid Expenses	266.17
1192-0000 - Tenant Sec Dep	8,485.99
1310-0000 - Real estate tax escrow	7,291.32
1311-0000 - Insurance escrow	1,121.36
1312-0000 - Mortgage Insurance Escrow	1,266.42
1140-0000 - Accounts Receivable - Other	635.36
1350-0000 - Construction Escrow	16.44
1320 - Replacement Reserve	563,867.07
<b>Total Other Assets</b>	<b>582,950.13</b>

#### Fixed Assets

1420-0000 - Building	1,074,166.20
1420-0001 - Building Improvements	59,174.00
1430-0000 - Land Improvements	221,122.66
1450-0000 - Furniture for project/tenant use	362,158.66
1497-0000 - Site improvements	193,982.00
4120-0000 - Accum depr - buildings	(1,114,142.47)
1498-0000 - Current F/A	24,536.47
<b>Total Fixed Assets</b>	<b>820,997.52</b>

#### Financing Costs

1900-0001 - Deferred Financing Costs	62,658.71
1999-0000 - Accum Amort - Bond Costs	(1,915.30)
<b>Total Financing Costs</b>	<b>60,743.41</b>

#### Partnership Assets

1701-0000 - Cash - Partnership	81,942.23
1702-1000 - Partnership F/A	62,063.00
1703-0000 - Partnership Receivable	3,650.00
<b>Total Partnership Assets</b>	<b>147,655.23</b>

#### **Total Assets**

**1,684,107.54**

**RAVINIA HOUSING**  
**Balance Sheet**  
Month Ending 10/31/13

**Liabilities & Equity**

Current Liabilities

2110-0000 - Accounts payable	8,106.76
2113-0000 - Flex Benefit Payable	2.16
2114-0000 - 401K Payable	24.00
2120-0000 - Accrued wages and p/r taxes payable	874.49
2130-0000 - Accrued interest - mortgage	1,519.24
2131-0001 - Accrued Interest - 2nd Note	31,478.14
2131-1000 - Accrued Interest - Notes Payable	3,650.00
2150-0000 - Accrued property taxes	36,132.93
2180-0000 - Misc current liabilities	5,009.16
<b>Total Current Liabilities</b>	<u>86,796.88</u>

Non-Current Liabilities

2190-0000 - Sec. Dep. In Transit	578.08
2191-0000 - Security deposits-residential	7,269.92
2210-0000 - Prepaid Rent	1,071.00
2211-0000 - Prepaid HUD	19,859.00
2310-1000 - Notes Payable - (Long Term)	62,062.71
2320-1000 - Mortgage payable - 2nd note	713,396.28
2320-0000 - Mortgage Payable (long term)	405,130.98
<b>Total Non-Current Liabilities</b>	<u>1,209,367.97</u>

Owner's Equity

3100-0000 - Limited Partners Equity	144,465.21
3209-0000 - Prior Year Retained Earnings	160,730.61
3210-0000 - Retained earnings	89,412.41
Current YTD Earnings	(6,665.54)
<b>Total Owner's Equity</b>	<u>387,942.69</u>

**Total Liability & Owner Equity**

1,684,107.54

**RAVINIA HOUSING**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>GROSS OPERATING INCOME</b>							
<b>RESIDENTIAL RENTAL INCOME</b>							
5120-0000 - Apartment rent	(1,396.00)	9,554.00	(10,950.00)	61,659.00	95,540.00	(33,881.00)	114,648.00
5121-0000 - Tenant assistant payments	23,370.00	12,159.00	11,211.00	155,993.00	121,590.00	34,403.00	145,908.00
<b>TOTAL RESIDENTIAL RENTAL INCOME</b>	<b>21,974.00</b>	<b>21,713.00</b>	<b>261.00</b>	<b>217,652.00</b>	<b>217,130.00</b>	<b>522.00</b>	<b>260,556.00</b>
<b>VACANCIES &amp; ADJUSTMENTS</b>							
5220-0000 - Vacancy loss - apartments	(1,383.00)	(833.00)	(550.00)	(2,545.00)	(8,334.00)	5,789.00	(10,000.00)
<b>TOTAL VACANCIES &amp; ADJUSTMENTS</b>	<b>(1,383.00)</b>	<b>(833.00)</b>	<b>(550.00)</b>	<b>(2,545.00)</b>	<b>(8,334.00)</b>	<b>5,789.00</b>	<b>(10,000.00)</b>
<b>OTHER INCOME</b>							
5413-0000 - Interest income - escrow	36.96	30.00	6.96	370.12	300.00	70.12	360.00
<b>TOTAL OTHER INCOME</b>	<b>36.96</b>	<b>30.00</b>	<b>6.96</b>	<b>370.12</b>	<b>300.00</b>	<b>70.12</b>	<b>360.00</b>
<b>GROSS OPERATING INCOME</b>	<b>20,627.96</b>	<b>20,910.00</b>	<b>(282.04)</b>	<b>215,477.12</b>	<b>209,096.00</b>	<b>6,381.12</b>	<b>250,916.00</b>
<b>ADVERTISING &amp; RENTING EXPENSE</b>							
6213-0000 - Employee Recruitment	0.00	0.00	0.00	33.03	0.00	(33.03)	0.00
6250-0000 - Renting expenses	0.00	20.00	20.00	140.00	200.00	60.00	240.00
<b>TOTAL ADVERTISING &amp; RENTING EXPENSE</b>	<b>0.00</b>	<b>20.00</b>	<b>20.00</b>	<b>173.03</b>	<b>200.00</b>	<b>26.97</b>	<b>240.00</b>
<b>ADMINISTRATIVE EXPENSE</b>							
6311-0000 - Office supplies	775.24	521.00	(254.24)	5,126.54	5,210.00	83.46	6,252.00
6320-0000 - Management fee	529.34	765.00	235.66	7,705.64	7,650.00	(55.64)	9,180.00
6340-0000 - Legal Expense - Project	1,085.50	100.00	(985.50)	4,568.50	1,000.00	(3,568.50)	1,200.00
6350-0000 - Audit Expense	0.00	985.00	985.00	10,000.00	9,850.00	(150.00)	11,820.00
6360-0000 - Telephone	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6365-0000 - Training & Education Expense	60.26	50.00	(10.26)	83.66	500.00	416.34	600.00
6370-0000 - Bad debts	0.00	433.00	433.00	0.00	4,330.00	4,330.00	5,196.00
6371-0000 - Fees Dues & Contributions	0.00	0.00	0.00	41.32	0.00	(41.32)	0.00
6390-0000 - Misc administrative expenses	105.21	100.00	(5.21)	5,655.20	1,000.00	(4,655.20)	1,200.00
6390-0002 - Computer Supplies/Data Processing	72.93	70.00	(2.93)	771.27	700.00	(71.27)	840.00
6851-0000 - Bank Service Fees	0.00	0.00	0.00	4.50	0.00	(4.50)	0.00
6860-0000 - Security Deposit Interest	(0.22)	0.00	0.22	(2.01)	0.00	2.01	0.00
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>2,628.26</b>	<b>3,024.00</b>	<b>395.74</b>	<b>33,954.62</b>	<b>30,240.00</b>	<b>(3,714.62)</b>	<b>36,288.00</b>
<b>PAYROLL &amp; RELATED COSTS</b>							
6310-0000 - Office salaries	1,965.58	2,000.00	34.42	14,223.13	14,550.00	326.87	17,216.00
6510-0000 - Janitor and cleaning payroll	1,966.48	1,868.00	(98.48)	15,086.37	13,704.00	(1,382.37)	16,214.00
6900-0000 - Social Service Coordinator	464.78	507.00	42.22	3,249.31	3,965.00	715.69	4,661.00
6715-0000 - Payroll Taxes	324.21	300.00	(24.21)	3,422.02	3,452.00	29.98	3,867.00
6722-0000 - Workers compensation	87.77	71.00	(16.77)	720.84	710.00	(10.84)	852.00
6723-0000 - Employee health insurance	131.86	159.00	27.14	2,513.84	1,500.00	(1,013.84)	1,818.00
6724-0000 - Union Benefits	357.50	327.00	(30.50)	2,860.51	3,270.00	409.49	3,927.00
6726-0001 - Contingency	0.00	0.00	0.00	276.00	552.00	276.00	732.00
<b>TOTAL PAYROLL &amp; RELATED COSTS</b>	<b>5,298.18</b>	<b>5,232.00</b>	<b>(66.18)</b>	<b>42,352.02</b>	<b>41,703.00</b>	<b>(649.02)</b>	<b>49,287.00</b>
<b>OPERATING EXPENSES</b>							
6515-0000 - Janitors and cleaning supplies	59.40	100.00	40.60	1,938.77	1,000.00	(938.77)	1,200.00

**RAVINIA HOUSING**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6520-0000 - Miscellaneous Repair Contractors	10,484.05	2,575.00	(7,909.05)	29,483.36	25,750.00	(3,733.36)	30,900.00
6525-0000 - Rubbish removal	518.01	500.00	(18.01)	4,723.48	5,000.00	276.52	6,000.00
6490-0000 - Misc operating expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL OPERATING EXPENSES</b>	<b>11,061.46</b>	<b>3,175.00</b>	<b>(7,886.46)</b>	<b>36,145.61</b>	<b>31,750.00</b>	<b>(4,395.61)</b>	<b>38,100.00</b>
<b>UTILITIES</b>							
6450-0000 - Electricity	33.37	260.00	226.63	2,054.14	2,609.00	554.86	3,129.00
6451-0000 - Water	660.10	27.00	(633.10)	1,545.28	270.00	(1,275.28)	324.00
6452-0000 - Gas	0.00	125.00	125.00	0.00	1,250.00	1,250.00	1,500.00
6453-0000 - Sewer	0.00	50.00	50.00	320.00	500.00	180.00	600.00
<b>TOTAL UTILITIES</b>	<b>693.47</b>	<b>462.00</b>	<b>(231.47)</b>	<b>3,919.42</b>	<b>4,629.00</b>	<b>709.58</b>	<b>5,553.00</b>
<b>MAINTENANCE EXPENSES</b>							
6541-0000 - Repair materials (general supplies)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0002 - Plumbing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0010 - Carpentry/Hardware	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6546-0000 - Heating/Cooling Contractor	0.00	42.00	42.00	441.24	420.00	(21.24)	504.00
6548-0000 - Snow removal	0.00	0.00	0.00	7,739.67	5,800.00	(1,939.67)	7,000.00
6560-0000 - Decorating (Tenant Pntg-Cycle/Turnover by Contractor)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6591-0000 - Electrical Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6595-0000 - Plumbing Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>0.00</b>	<b>42.00</b>	<b>42.00</b>	<b>8,180.91</b>	<b>6,220.00</b>	<b>(1,960.91)</b>	<b>7,504.00</b>
<b>TAXES AND INSURANCE</b>							
6710-0000 - Real estate taxes	3,500.00	3,500.00	0.00	35,000.00	35,000.00	0.00	42,000.00
6720-0000 - Property and liability insurance	962.33	540.00	(422.33)	7,083.96	5,400.00	(1,683.96)	6,480.00
6721-0000 - Fidelity bond insurance	0.00	0.00	0.00	0.00	50.00	50.00	50.00
<b>TOTAL TAXES AND INSURANCE</b>	<b>4,462.33</b>	<b>4,040.00</b>	<b>(422.33)</b>	<b>42,083.96</b>	<b>40,450.00</b>	<b>(1,633.96)</b>	<b>48,530.00</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>24,143.70</b>	<b>15,995.00</b>	<b>(8,148.70)</b>	<b>166,809.57</b>	<b>155,192.00</b>	<b>(11,617.57)</b>	<b>185,502.00</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>(3,515.74)</b>	<b>4,915.00</b>	<b>(8,430.74)</b>	<b>48,667.55</b>	<b>53,904.00</b>	<b>(5,236.45)</b>	<b>65,414.00</b>
<b>FINANCIAL EXPENSES</b>							
6820-0000 - Mortgage interest	3,004.51	1,519.00	(1,485.51)	30,143.51	15,291.00	(14,852.51)	18,323.00
6850-0000 - Mortgage Service Fee	152.25	152.00	(0.25)	1,558.38	1,520.00	(38.38)	1,824.00
7104-0000 - Replacement Reserve	1,333.33	1,333.00	(0.33)	13,333.30	13,330.00	(3.30)	15,996.00
7108-0000 - Mortgage Payable (long term)	588.89	589.00	0.11	5,790.87	5,792.00	1.13	6,976.00
<b>TOTAL FINANCIAL EXPENSES</b>	<b>5,078.98</b>	<b>3,593.00</b>	<b>(1,485.98)</b>	<b>50,826.06</b>	<b>35,933.00</b>	<b>(14,893.06)</b>	<b>43,119.00</b>
<b>NET OPER INC/(LOSS) BEFORE CAP. EXP.</b>	<b>(8,594.72)</b>	<b>1,322.00</b>	<b>(9,916.72)</b>	<b>(2,158.51)</b>	<b>17,971.00</b>	<b>(20,129.51)</b>	<b>22,295.00</b>
<b>NET INCOME (LOSS)</b>	<b>(8,594.72)</b>	<b>1,322.00</b>	<b>(9,916.72)</b>	<b>(2,158.51)</b>	<b>17,971.00</b>	<b>(20,129.51)</b>	<b>22,295.00</b>
<b>Partnership Income</b>							
8005-0000 - Mortgagor Entity Income	6.96	0.00	6.96	65,781.21	0.00	65,781.21	0.00
<b>Total Partnership Activity</b>	<b>6.96</b>	<b>0.00</b>	<b>6.96</b>	<b>65,781.21</b>	<b>0.00</b>	<b>65,781.21</b>	<b>0.00</b>
<b>CAPITAL EXPENDITURES &amp; ESCROWS</b>							
7105-0000 - Replacement Reserve Reimbursement	0.00	0.00	0.00	(91,010.00)	0.00	91,010.00	(3,200.00)

**RAVINIA HOUSING**  
**Actual vs Budget Accrual Operating Statement**

	Month Ending 10/31/13			Year To Date 10/31/13			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6991-0000 - Capital expenditures	3,000.00	0.00	(3,000.00)	21,228.00	0.00	(21,228.00)	0.00
6994-0000 - Carpet & tile	1,313.00	0.00	(1,313.00)	3,308.47	1,600.00	(1,708.47)	3,200.00
<b>TOTAL CAPITAL EXPENDITURES &amp; ESCROWS</b>	<b>4,313.00</b>	<b>0.00</b>	<b>(4,313.00)</b>	<b>(66,473.53)</b>	<b>1,600.00</b>	<b>68,073.53</b>	<b>0.00</b>
<b>GAIN/(LOSS) AFTER CAPITAL EXP. &amp; ESCROWS</b>	<b>(12,900.76)</b>	<b>1,322.00</b>	<b>(14,222.76)</b>	<b>130,096.23</b>	<b>16,371.00</b>	<b>113,725.23</b>	<b>22,295.00</b>







Sunset Woods Housing  
Income Statement  
Compared with Budget  
For the Ten Months Ending October 31, 2013

	Current Month Actual	Current Month Budget	Current Month	Year to Date Actual	Year to Date Budget	Year to Date
<b>Revenues</b>						
Rents	\$ 9,364.00	\$ 9,388.00	(24.00)	\$ 88,639.00	\$ 93,879.00	(5,240.00)
Late & NSF Fees	0.00	0.00	0.00	10.00	0.00	10.00
Interest Income Assn	30.64	0.00	30.64	348.34	0.00	348.34
Interest Income	3.60	0.00	3.60	33.94	0.00	33.94
<b>Total Revenues</b>	<b>9,398.24</b>	<b>9,388.00</b>	<b>10.24</b>	<b>89,031.28</b>	<b>93,879.00</b>	<b>(4,847.72)</b>
<b>Cost of Sales</b>						
<b>Total Cost of Sales</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>9,398.24</b>	<b>9,388.00</b>	<b>10.24</b>	<b>89,031.28</b>	<b>93,879.00</b>	<b>(4,847.72)</b>
<b>Expenses</b>						
Office Supplies	70.83	10.00	60.83	105.33	82.00	23.33
Management Fee	627.51	611.00	16.51	5,694.95	6,101.00	(406.05)
Legal and Accounting Assn	0.00	0.00	0.00	16,325.00	0.00	16,325.00
Audit Expense	0.00	0.00	0.00	15.00	0.00	15.00
Exterminating	85.00	0.00	85.00	85.00	0.00	85.00
Credit Ck Fees	0.00	4.00	(4.00)	0.00	40.00	(40.00)
Carpet Cleaning	0.00	0.00	0.00	525.00	0.00	525.00
Heating & Air	0.00	42.00	(42.00)	463.95	416.00	47.95
Electrical & Plumbing Maint	275.00	42.00	233.00	811.45	416.00	395.45
Painting & Decorating Assn	0.00	83.00	(83.00)	0.00	834.00	(834.00)
Painting & Decorating	0.00	0.00	0.00	995.00	0.00	995.00
Appliance Repairs	0.00	42.00	(42.00)	720.20	416.00	304.20
Supplies	0.00	42.00	(42.00)	338.21	416.00	(77.79)
Locks Assn	0.00	0.00	0.00	168.00	0.00	168.00
Locks	49.87	0.00	49.87	167.37	0.00	167.37
Carpet	1,035.00	42.00	993.00	2,095.00	416.00	1,679.00
Maintenance	596.00	42.00	554.00	1,326.81	416.00	910.81
Security	0.00	10.00	(10.00)	0.00	82.00	(82.00)
Condo Assessment Rental Units	2,471.86	3,166.00	(694.14)	24,660.76	31,666.00	(7,005.24)
Cable TV	510.00	584.00	(74.00)	5,100.00	5,834.00	(734.00)
Real Estate tax expense	0.00	1,250.00	(1,250.00)	19,176.60	12,500.00	6,676.60
Loan Interest	1,619.36	2,500.00	(880.64)	16,510.62	25,000.00	(8,489.38)
Filing Fees Assn	0.00	0.00	0.00	10.00	0.00	10.00
Bldg Insurance	2,310.00	217.00	2,093.00	2,310.00	2,166.00	144.00
<b>Total Expenses</b>	<b>9,650.43</b>	<b>8,687.00</b>	<b>963.43</b>	<b>97,604.25</b>	<b>86,801.00</b>	<b>10,803.25</b>
<b>Net Income</b>	<b>(\$ 252.19)</b>	<b>\$ 701.00</b>	<b>(953.19)</b>	<b>(\$ 8,572.97)</b>	<b>\$ 7,078.00</b>	<b>(15,650.97)</b>

Sunset Woods Housing  
Balance Sheet  
October 31, 2013

ASSETS

Current Assets		
Assn FBHP Checking	\$	9,501.90
FBHP General Checking		23,582.60
FBHP Security Dep. Savings		10,507.90
Assn FBHP Savings		128,596.36
FBHP Savings		9,121.09
Financing Costs		8,135.00
Tax Reserve		2,555.95
Accounts Receivable		<u>1,084.00</u>
Total Current Assets		193,084.80
Property and Equipment		
Building		1,552,988.40
Building Unit 231		135,000.32
Building Unit 319		134,999.62
Accum Dep Building		(397,956.00)
Accum Amort-Financing Fees		<u>(678.00)</u>
Total Property and Equipment		1,424,354.34
Other Assets		
		<u>0.00</u>
Total Other Assets		<u>0.00</u>
Total Assets		<u><u>\$ 1,617,439.14</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Due to Peers Housing Assn	\$	258,832.40
Accrued RE Tax		12,784.40
Accrued RE Taxes Assn		6,434.84
Security Deposits		<u>9,585.00</u>
Total Current Liabilities		287,636.64
Long-Term Liabilities		
Notes Payable, Lake Co		72,231.18
Notes Payable, FHLB		431,204.23
Notes Payable, IHDA		<u>139,519.60</u>
Total Long-Term Liabilities		<u>642,955.01</u>
Total Liabilities		930,591.65
Capital		
Equity-Retained Earnings		695,420.46
Net Income		<u>(8,572.97)</u>
Total Capital		<u>686,847.49</u>
Total Liabilities & Capital		<u><u>\$ 1,617,439.14</u></u>

Sunset Woods Housing  
Account Register  
For the Period From Oct 1, 2013 to Oct 31, 2013  
1103M13 - FBHP General Checking

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			25,650.67
10/1/13	10/1/13	Deposit	Tenant	274.00		25,924.67
		Deposit	Tenant	241.00		26,165.67
		Deposit	Tenant	650.00		26,815.67
		Deposit	Tenant	585.00		27,400.67
		Deposit	Tenant	649.00		28,049.67
		Deposit	Tenant	534.00		28,583.67
		Deposit	Tenant	241.00		28,824.67
		Deposit	Tenant	247.00		29,071.67
		Deposit	Tenant	376.00		29,447.67
10/1/13	1538	Withdrawal	Sunset Woods Condominium Assoc		2,981.86	26,465.81
10/1/13	1548	Withdrawal	RC Paint & Home Improvements		80.00	26,385.81
10/1/13	loan1310	Other	ihda/auto pymt		100.00	26,285.81
10/3/13	1539	Withdrawal	The Carpet Group, Inc.		1,035.00	25,250.81
10/3/13	1540	Withdrawal	RC Paint & Home Improvements		596.00	24,654.81
10/5/13	10/8/13	Deposit	Tenant	835.00		25,489.81
		Deposit	Tenant	250.00		25,739.81
		Deposit	Tenant	415.00		26,154.81
		Deposit	Tenant	269.00		26,423.81
		Deposit	Tenant	320.00		26,743.81
		Deposit	Tenant	204.00		26,947.81
		Deposit	Tenant	795.00		27,742.81
		Deposit	Tenant	288.00		28,030.81
		Deposit	Tenant	423.00		28,453.81
10/10/13	1541	Withdrawal	Raynor Door Company		49.87	28,403.94
10/15/13	10/17/13	Deposit	Tenant	390.00		28,793.94
		Deposit	Tenant	423.00		29,216.94
		Deposit	Tenant	877.00		30,093.94
10/24/13	10/25/13	Deposit	Tenant	159.00		30,252.94
10/25/13	1542	Withdrawal	Housing Opportunity Dev. Corp.		639.01	29,613.93
10/25/13	1543	Withdrawal	Schwartz Insurance		2,654.00	26,959.93
10/25/13	1544	Withdrawal	Presto-X		85.00	26,874.93
10/25/13	1545	Withdrawal	RC Paint & Home Improvements		275.00	26,599.93
10/26/13	loan1310	Other	FBHP/auto pymt		3,382.00	23,217.93
10/28/13	1543V	Withdrawal	Schwartz Insurance		-2,654.00	25,871.93
10/28/13	1546	Withdrawal	Schwartz Insurance		2,310.00	23,561.93
10/30/13	1547	Withdrawal	Housing Opportunity Dev. Corp.		59.33	23,502.60
10/31/13	1548V	Withdrawal	RC Paint & Home Improvements		-80.00	23,582.60
			Total	9,445.00	11,513.07	

Sunset Woods -September 30, 2013

Ending balance checking	\$	26,312
Ending balance operating reserve	\$	<u>9,121</u>
TOTAL	\$	35,433

SWA Rental  
Income Statement  
Compared with Budget  
For the Ten Months Ending October 31, 2013

	Current Month Actual	Current Month Budget	Current Month	Year to Date Actual	Year to Date Budget	Year to Date
<b>Revenues</b>						
Rents	\$ 2,123.00	\$ 0.00	2,123.00	\$ 21,230.00	\$ 0.00	21,230.00
Interest Income	0.28	0.00	0.28	2.76	0.00	2.76
<b>Total Revenues</b>	<b>2,123.28</b>	<b>0.00</b>	<b>2,123.28</b>	<b>21,232.76</b>	<b>0.00</b>	<b>21,232.76</b>
<b>Cost of Sales</b>						
<b>Total Cost of Sales</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>2,123.28</b>	<b>0.00</b>	<b>2,123.28</b>	<b>21,232.76</b>	<b>0.00</b>	<b>21,232.76</b>
<b>Expenses</b>						
Office Supplies	11.50	0.00	11.50	23.00	0.00	23.00
Management Fee	137.99	0.00	137.99	1,379.81	0.00	1,379.81
Carpet Cleaning	0.00	0.00	0.00	300.00	0.00	300.00
Electrical & Plumbing Mai	0.00	0.00	0.00	200.00	0.00	200.00
Locks	0.00	0.00	0.00	118.90	0.00	118.90
Condo Asst Rental Units	603.30	0.00	603.30	6,018.88	0.00	6,018.88
Cable TV	85.00	0.00	85.00	850.00	0.00	850.00
Real Estate tax expense	0.00	0.00	0.00	6,434.84	0.00	6,434.84
Bldg Insurance	385.00	0.00	385.00	385.00	0.00	385.00
<b>Total Expenses</b>	<b>1,222.79</b>	<b>0.00</b>	<b>1,222.79</b>	<b>15,710.43</b>	<b>0.00</b>	<b>15,710.43</b>
<b>Net Income</b>	<b>\$ 900.49</b>	<b>\$ 0.00</b>	<b>900.49</b>	<b>\$ 5,522.33</b>	<b>\$ 0.00</b>	<b>5,522.33</b>

SWA Rental  
Balance Sheet  
October 31, 2013

ASSETS

Current Assets		
FBHP Checking	\$	18,662.02
FBHP Security Dep Savings		2,222.10
A/R, Transfers		<u>(10.00)</u>
 Total Current Assets		 20,874.12
 Property and Equipment		 <u>0.00</u>
 Total Property and Equipment		 0.00
 Other Assets		 <u>0.00</u>
 Total Other Assets		 <u>0.00</u>
 Total Assets		 <u><u>\$ 20,874.12</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Security Deposits	\$	<u>2,123.00</u>
 Total Current Liabilities		 2,123.00
 Long-Term Liabilities		 <u>0.00</u>
 Total Long-Term Liabilities		 <u>0.00</u>
 Total Liabilities		 2,123.00
 Capital		
Equity-Retained Earnings		13,228.79
Net Income		<u>5,522.33</u>
 Total Capital		 <u>18,751.12</u>
 Total Liabilities & Capital		 <u><u>\$ 20,874.12</u></u>

SWA Rental  
 Account Register  
 For the Period From Oct 1, 2013 to Oct 31, 2013  
 1103M14 - FBHP Checking

<b>Date</b>	<b>Trans No</b>	<b>Type</b>	<b>Trans Desc</b>	<b>Deposit Amt</b>	<b>Withdrawal Amt</b>	<b>Balance</b>
			Beginning Balance			17,751.81
10/1/13	1079	Withdrawal	Sunset Woods Condominium Assoc		688.30	17,063.51
10/5/13	10/7/13	Deposit	Tenant	1,043.00		18,106.51
		Deposit	Tenant	1,090.00		19,196.51
10/25/13	1080	Withdrawal	Housing Opportunity Developmen		149.49	19,047.02
10/25/13	1081	Withdrawal	Schwartz Insurance		385.00	18,662.02
			Total	2,133.00	1,222.79	

To: All Unit Owners of Sunset Woods Condominium Association

From: Berkson & Sons, Ltd.

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Following is the Board's proposed 2014 annual budget for the Sunset Woods Condominium Association. Please note that the projected 2014 assessments have not increased, but the cable charges have increased slightly.

Per the Declaration of Condominium Ownership for Sunset Woods, the unit owners are to receive the proposed budget 30 days prior to the annual meeting. The unit owners then have these 30 days to respond with any questions or concerns you may have about the budget. Your questions/concerns should be addressed, in writing, to Berkson & Sons, Ltd., who will then address them with the Board. The Board will approve the budget at the annual meeting.

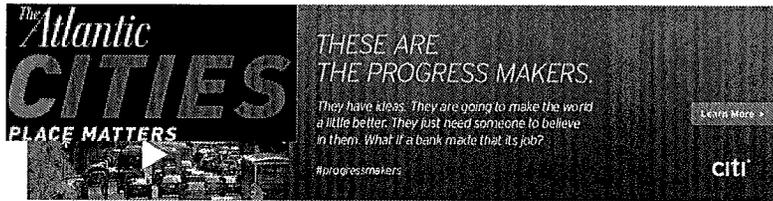
**SUNSET WOODS CONDOMINIUM ASSOCIATION - 2014**

**PROPOSED OPERATING BUDGET**

	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>OPERATING INCOME</b>													
5040	Regular Assessments	15,349	15,349	15,529	15,529	15,529	15,529	15,529	15,529	15,529	15,529	15,529	185,982
5041	Cable Assessments	2,678	2,678	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	32,356
5270	Parking Assessments	10	10	10	10	10	10	10	10	10	10	10	120
5043	Community Room Rental												0
5180	Interest Income	7	7	25	7	7	25	7	7	25	7	25	156
5044	Misc. income (laundry room)			280		0			0			0	280
<b>TOTAL OPERATING INCOME</b>		<b>18,044</b>	<b>18,044</b>	<b>18,544</b>	<b>18,246</b>	<b>18,246</b>	<b>18,264</b>	<b>18,246</b>	<b>18,246</b>	<b>18,264</b>	<b>18,246</b>	<b>18,246</b>	<b>218,894</b>
<b>EXPENSES</b>													
<b>BUILDING SERVICES</b>													
6010	Scavenger	370	370	375	375	375	375	375	375	375	375	375	4,490
6015	Telephone-office	255	255	255	255	255	255	255	255	255	255	255	3,060
6020	Cable	2,678	2,678	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	2,700	32,356
6160	Keys & Locks	10	10	10	10	10	10	10	10	10	10	10	120
6165/6905	Painting	0	0	0	500	0	0	0	0	0	0	0	500
6305	Exterminating	50	50	50	50	50	50	50	50	50	50	50	600
6310	Snow Removal	2,000	2,000	2,000	2,000	0	0	0	0	0	0	2,000	10,000
6314	Tree Removal & Replacement	0	0	0	0	0	0	1,300	0	0	0	0	1,300
6315	Landscaping	0	0	0	0	800	1,300	850	1,500	850	850	850	7,850
6316	Fire/Safety/Security	800	600	400	1,600	500	50	0	100	200	0	100	4,350
6317	Lawn Sprinkler system	0	0	0	500	0	0	500	0	500	0	0	1,500
<b>Total Building Services</b>		<b>6,163</b>	<b>5,963</b>	<b>5,790</b>	<b>7,990</b>	<b>4,690</b>	<b>4,740</b>	<b>6,040</b>	<b>4,990</b>	<b>4,940</b>	<b>4,240</b>	<b>4,240</b>	<b>66,126</b>
<b>UTILITIES</b>													
6102	Gas	3,000	3,400	3,100	3,100	2,400	1,700	1,100	850	1,100	1,800	2,500	26,450
6105	Electricity	1,050	1,150	1,000	1,050	1,000	1,350	1,300	1,500	1,300	1,200	1,050	14,050
6110	Water & Sewer	2,250	0	700	1,700	0	500	2,150	0	600	2,050	0	10,650
<b>Total Utilities</b>		<b>6,300</b>	<b>4,550</b>	<b>4,800</b>	<b>5,850</b>	<b>3,400</b>	<b>3,550</b>	<b>4,550</b>	<b>2,350</b>	<b>3,000</b>	<b>5,050</b>	<b>3,550</b>	<b>51,150</b>

**SUNSET WOODS CONDOMINIUM ASSOCIATION - 2014**  
**PROPOSED OPERATING BUDGET**

	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>REPAIRS &amp; MAINTENANCE</b>													
6318	Light Bulbs	25	25	25	25	25	25	25	25	25	25	25	300
6325	Electrical Repair & Maintenance	125	125	125	125	125	125	125	125	125	125	125	1,500
6329	Elevator Contract	2,350		0	2,350	0	0	2,350	0	750	2,350	0	10,150
6335	Janitorial Service	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	12,600
6340	Janitorial Supplies	0	50	50	50	50	50	50	50	50	50	0	500
6345	Plumbing Repair & Maintenance	200	200	200	200	200	200	200	200	200	200	200	2,400
6350	HVAC Expense	200	200	100	100	1,200	100	200	100	100	100	200	2,800
6355	Roof Repairs	0	0	0	0	650	0	650	0	0	0	0	1,300
6360	Parking/Garage Repairs	0	100	0	520	0	100	250	100	250	100	100	1,520
6365	Other Building Expenses	375	375	375	375	375	375	375	375	375	375	375	4,500
	City Water Project (annually)	0	0	0	0	0	0	5,400	0	0	0	0	5,400
6910	Carpets	0	0	0	0	0	0	1,500	0	0	0	0	1,500
6918	Doors/Locks/Keys	0	0	250	0	0	250	0	0	250	0	250	1,000
	Contingency	0	0	500	0	0	500	0	0	500	0	500	2,000
<b>Total Repairs &amp; Maintenance</b>		<b>4,325</b>	<b>2,125</b>	<b>2,675</b>	<b>4,795</b>	<b>3,675</b>	<b>2,775</b>	<b>10,675</b>	<b>3,525</b>	<b>3,675</b>	<b>4,375</b>	<b>2,025</b>	<b>47,470</b>
<b>ADMINISTRATIVE</b>													
6202	General Office Expense	0	0	0	0	0	0	0	0	0	0	10	10
6203	Photocopy/Reproduction	0	0	25	0	0	25	0	0	25	0	25	100
6205	Management Fees	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	16,800
6210	Legal Fees	250	250	250	250	250	250	250	250	250	250	250	3,000
6215	Accounting/Audit/Financial	0	0	1,900	0	0	0	0	0	0	0	0	1,900
6220	Insurance	0	0	0	0	0	0	4,700	2,850	2,850	2,850	2,850	18,950
6230	Income Taxes	0	0	0	0	0	0	0	0	0	0	0	0
6290	Misc. Admin Exp.	83	83	83	83	83	83	83	83	83	83	83	1,000
<b>Total Administrative</b>		<b>1,733</b>	<b>1,733</b>	<b>3,658</b>	<b>1,733</b>	<b>1,733</b>	<b>1,758</b>	<b>6,433</b>	<b>4,583</b>	<b>4,608</b>	<b>4,583</b>	<b>4,583</b>	<b>41,760</b>
<b>TOTAL OPERATING EXPENSES</b>		<b>18,521</b>	<b>14,371</b>	<b>16,923</b>	<b>20,368</b>	<b>13,498</b>	<b>12,823</b>	<b>27,698</b>	<b>15,448</b>	<b>16,223</b>	<b>18,248</b>	<b>14,398</b>	<b>206,506</b>
<b>Reserve Deposits</b>		<b>1,032</b>	<b>12,384</b>										
<b>Reserve Interest</b>				<b>50</b>			<b>50</b>		<b>50</b>			<b>50</b>	<b>200</b>



## Americans Are Very Confused About What They Want Out of a Community

KAID BENFIELD 10:43 AM ET 4 COMMENTS



The latest national community preference survey, conducted periodically by the National Association of Realtors, was released earlier this month. The results are all over the place. Looking for evidence to support reported trends toward smart growth living in walkable, mixed use neighborhoods? You'll find it in the poll. But, if you're a smart growth skeptic who believes Americans still prefer conventional suburban development with large lots, you'll find plenty of evidence for that, too.

### Results favoring smart growth

The good news for smart growth advocates is that, while jobs, education, crime and health care dominate the issues of top concern for Americans, clear majorities believe that certain elements of the smart growth and sustainability agenda should be "extremely high" or "high" priorities for their state governments. These include improving the availability of **affordable housing** (59 percent either "extremely high" or "high" priority), protecting the environment (57 percent), and preserving farms and open spaces from development (54 percent). The portion of respondents concerned about affordable housing was up eight percent from the results of a similar poll two years ago.

Nearly half of those surveyed place a high or extremely high priority also on revitalizing cities (47 percent), reducing traffic congestion (47 percent), and providing convenient alternatives to driving (46 percent). Significantly, revitalizing cities is a significantly higher priority than creating new development outside of cities (37 percent). Supporting alternatives to driving drew clear majorities of certain demographic groups, including non-whites, urban residents, and those under age 50.

**Walkable, mixed-use communities** fared particularly well in the survey. Asked to choose among six community types to describe where you would "most like to live," a majority of respondents indicated

a preference for living in suburbs or rural areas (combined 57 percent). But, among those preferring suburban living, nearly three times as many prefer a neighborhood "with a mix of houses, shops and businesses" as prefer a residential-only neighborhood (30 percent versus 11 percent).

Americans are mostly satisfied with where they currently live, but nearly half believe their communities have too little affordable housing, lack public transportation within an easy walk, and lack safe routes for riding bikes to work and shopping. A majority of older Americans (but a lower portion of all Americans) believe their communities do not have enough shops or restaurants within an easy walk of their homes. Twenty-eight percent believe their communities have "too much" high-income housing.

Strong majorities of Americans would prefer a neighborhood with shops and businesses that are easy to walk to (60 percent), even if it means having small yards (55 percent). Respondents also would prefer neighborhoods with small yards if it meant a shorter commute to work (57 percent). Given a description of a walkable, mixed-use community and a conventional suburban community, respondents' preferences were split fairly evenly, a slim majority preferring the walkable, mixed-use community (50 percent to 45 percent).



*Barbank town center. Photo by Flickr user Chris Yarzab.*

Even those who prefer a conventional suburban community would like to see "places such as shopping, restaurants, a library, and a school within a few blocks" (54 percent of those favoring suburban living). Among all respondents, over two-thirds rated "being within an easy walk of other places and things" as very or somewhat important (69 percent). The portion rating walkability as "very" important has increased since the 2011 survey, as has being in a mixed-age community.

Among **transportation** issues, the portion of Americans who believe that maintaining local streets and roads is extremely or very important is far greater than that giving high ratings to expanding highways (84 percent versus 52 percent). Asked to choose among three options as "the best long term solution to reducing traffic and improving transportation," only 20 percent favored building new roads, as opposed to 41 percent favoring improved public transportation and 29 percent preferring to develop communities "where people do not have to drive long distances to work or shop."

Forty percent of infrequent public transit users would take transit more often if service were more frequent and faster.

#### Results favoring conventional suburban development

While Americans increasingly favor communities with walkable convenience to shops and amenities, we remain a nation that prefers suburban living and its attributes. Even 42 percent of city dwellers say they would prefer to live in a suburb or rural area, while very few suburbanites would prefer to live in a city (12 percent). A full 52 percent of Americans prefer to live in a single-family, detached home with a large yard, as opposed to 24 percent who prefer the same type of home with a small yard. Only 14 percent prefer an apartment or condominium.

Large yards are especially important to "moms" and women under 50. Even among all respondents who prefer city living, over twice as many prefer a large yard to a small one (48 percent to 22 percent).

The preference for detached, single-family homes is so strong that 57 percent of Americans prefer them to apartments or townhouses even if they would "have to drive to shops and restaurants and have a longer commute to work." (The portion of those listing a short commute as "very" important

actually declined by eight percentage points from 2011 to 2013.) Among those who prefer conventional suburban living, nearly half chose "there are only single family houses" as the single most important characteristic (48 percent). (These findings seem to directly conflict with other findings in the survey, when questions were asked in a slightly different way.)

A whopping 86 percent of Americans list "privacy from neighbors" as very or somewhat important in deciding where to live. A majority list "living in a place that's away from it all" as very or somewhat important (55 percent). A majority also values "being able to buy as large a house as you can" (51 percent). Unsurprisingly, high-quality public schools also are considered very or somewhat important by a large majority of Americans (74 percent).

I suppose it also is not surprising that high-quality public schools is of higher importance to younger Americans (18-40) than to older ones (over 50), though the size of the margin (51 to 36 percent) surprised me. And I was quite surprised that younger Americans strongly out-poll older ones in the importance of "being able to buy a house as large as you can" (26 to 11 percent) and "having a large house" (26 to 9 percent).

The poll confirms that Americans still love their cars. A strong majority agrees with the statement, "For me, car is king. **Nothing will replace my car** as my main mode of transportation" (57 percent). Less than a quarter (22 percent) disagree with the statement. Among those who prefer conventional suburbs, over a third list limited parking as the least appealing characteristic of more walkable communities (36 percent). Indeed, parking is most often listed even by those who prefer walkable communities as the *most* appealing characteristic of conventional suburban communities (selected by 33 percent).

#### What to make of all this

It's not easy to take a single consistent set of messages from this survey. The evidence appears clear that Americans value convenience and walkability, but also large yards, privacy from neighbors, and travel by car. Is it possible to have all that in the same community? To me, the poll suggests that figuring out how close we can get to supplying a **diversity of housing and lifestyle choices in the same community** may be key to the success of a sustainability agenda. Privacy from neighbors, in particular, seems so important to Americans that those of us who favor walkable neighborhoods should devote additional resources to designing solutions that supply it in less sprawling forms than we have now.



Photo by Flickr user Travis Estell.

I was also struck by the relative importance of land use issues in the survey. People consider jobs, health, and crime most important but, among land use issues, those that most resonated with the poll respondents were affordable housing, environmental protection, and preserving farmland and open space. The current smart growth agenda as actually practiced, particularly on the national level, is in my opinion a bit out of step with these concerns. We focus primarily on promoting high-density development and transportation, which address these higher-polling issues indirectly, but we don't address them much directly.

Lee Epstein and I have written about this before. I don't know that there should be a major change in the agenda, but the poll suggests that we might be well served by shifting more resources into such goals as affordability and equity; explicit environmental issues such as water quality; and land conservation.

The high polling for driving and parking in the poll further suggests that at least those portions of the smart growth movement who prefer a non-adversary approach to advocacy should be very careful about anti-car, anti-parking rhetoric. It is hard to argue against the proposition that we have built our cities and suburbs far too much around cars for several decades and that it is time to shift back to people and more transportation choices. But, to earn the support of public opinion, this set of issues must be approached very carefully in most American communities. (See my post from last week on "driving-optional neighborhoods.")

Finally, the poll seems to confirm that (apart from the preference for larger houses) the trend among younger Americans is toward a set of values highly compatible with the smart growth agenda. Much more than over-50 respondents, younger Americans 18-40 prefer being within a short commute to work; a community with people at all stages of life; a community with a mix of people from various ethnic and racial backgrounds; and living in a place that's "at the center of it all." As a cautionary note, however, 51 percent of younger Americans still agree with the statement that "nothing will replace my car as my main mode of transportation." Only 26 percent disagree with the statement.

The national internet survey was conducted in September by the polling firm American Strategies and reached 1,500 adults, 18 years or older.

Top image courtesy of Flickr user Photo Dean.

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