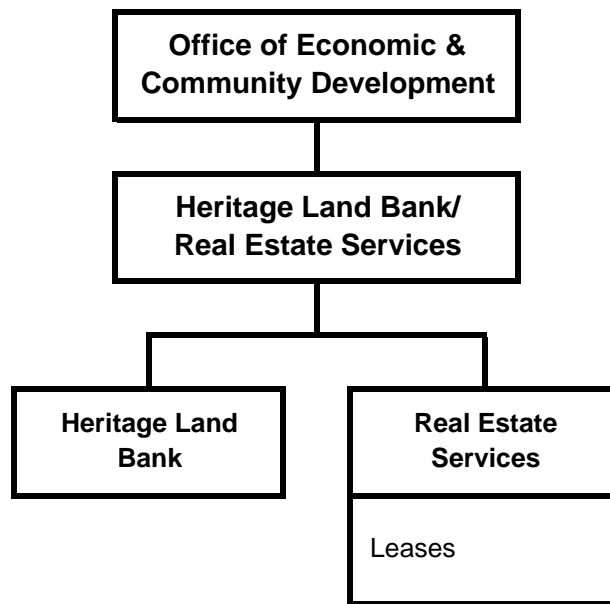


# ***Heritage Land Bank/ Real Estate Services***



## 2008/2009 Approved General Government Operating Budget

### ***Heritage Land Bank/Real Estate Services***

William M. Mehner, Director

343-4337

#### **Description**

The Heritage Land Bank/Real Estate Services Department is responsible for management oversight of the acquisition, retention and disposal of Municipal lands within the Heritage Land Bank, to include reserving needed lands for future public uses. The Real Estate Services Division is responsible for the lease, acquisition, management, and disposition of offices, buildings and land required for use by the Municipality.

This department includes the two following divisions:

- **Heritage Land Bank** – management of Heritage Land Bank lands
- **Real Estate Services** – leasing and management services for Municipal properties and facilities

2008/2009 Approved General Government Operating Budget

## ***Heritage Land Bank/Real Estate Services***

### **Resource Plan**

Description	2007 Revised	2008 Approved	2009 Approved
<b><i>Financial Summary</i></b>			
Heritage Land Bank	\$ 773,900	\$ 841,367	\$ 799,032
Real Estate Services	6,371,340	6,805,065	6,801,651
<b>Direct Organization Cost</b>	<b>7,145,240</b>	<b>7,646,432</b>	<b>7,600,683</b>
IGCs From	434,160	450,239	450,239
IGCs To	(5,933,980)	(6,368,984)	(6,368,984)
<b>Function Cost</b>	<b>1,645,420</b>	<b>1,727,687</b>	<b>1,681,938</b>
Program Revenues	(1,317,540)	(1,507,028)	(1,520,433)
<b>Net Cost</b>	<b>\$ 327,880</b>	<b>\$ 220,659</b>	<b>\$ 161,505</b>
<b><i>Personnel Summary</i></b>			
Full-Time Employees	6	7	7
Part-Time Employees	2	2	2
Temporary Employees	-	-	-
<b>Total Employees</b>	<b>8</b>	<b>9</b>	<b>9</b>
<b><i>Resource Costs by Category</i></b>			
Personnel	\$ 663,810	\$ 884,983	\$ 839,234
Supplies	5,770	5,800	5,800
Travel	3,480	5,900	5,900
Other Services	6,471,380	6,746,749	6,746,749
Debt Service	-	-	-
Depreciation/Amortization	-	-	-
Capital Outlay	800	3,000	3,000
<b>Total Direct Cost</b>	<b>\$ 7,145,240</b>	<b>\$ 7,646,432</b>	<b>\$ 7,600,683</b>

2008/2009 Approved General Government Operating Budget

***Heritage Land Bank/Real Estate Services***

**Reconciliation from 2007 Revised Budget to 2008/2009 Approved Budget**

	<u>Direct Costs</u>	<u>Positions</u>		
		<u>FT</u>	<u>PT</u>	<u>T</u>
<b><i>2007 Revised Budget</i></b>	\$ 7,145,240	6	2	-
<b><i>2007 One-Time Requirements</i></b>				
<b><i>Transfers (To)/From Other Agencies</i></b>				
<b><i>Debt Service Changes</i></b>				
<b><i>Changes in Existing Funding for 2008</i></b>				
- Salary and benefits adjustments	134,573			
<b><i>Continuation Level for 2008</i></b>	\$ 7,279,813	6	2	-
<b><i>Transfers (To)/ From Other Agencies</i></b>				
-				
<b><i>Debt Service Changes</i></b>				
<b><i>2008 Funding Changes</i></b>				
- Real Estate Services - new position for lease and tax sales	71,000	1		
- Valley River Center	117,000			
- Lease increases	178,619			
<b><i>2008 Approved Budget</i></b>	\$ 7,646,432	7	2	-
<b><i>Debt Service Changes</i></b>				
<b><i>Changes in Existing Funding for 2009</i></b>				
- Salary and benefits adjustments	(45,749)			
<b><i>2009 Approved Budget</i></b>	\$ 7,600,683	7	2	-

**2008/2009 Approved General Government Operating Budget**

***Heritage Land Bank/Real Estate Services --  
Heritage Land Bank Division***

The Heritage Land Bank Division receives and inventories lands transferred to the Municipality, manages the HLB inventory, and markets land identified for disposal.

<b>Cost Categories</b>	<b>2007 Revised</b>	<b>2008 Approved</b>	<b>2009 Approved</b>
Personnel	\$ 466,100	\$ 549,167	\$ 506,832
Supplies	4,770	4,800	4,800
Travel	2,580	5,000	5,000
Other Services	300,450	280,200	280,200
Debt Service	-	-	-
Depreciation/Amortization	-	-	-
Capital Outlay	-	2,200	2,200
<b>Total Direct Cost</b>	<b>\$ 773,900</b>	<b>\$ 841,367</b>	<b>\$ 799,032</b>

<b>Personnel Summary</b>	<b>FT</b>	<b>PT</b>	<b>T</b>	<b>FT</b>	<b>PT</b>	<b>T</b>	<b>FT</b>	<b>PT</b>	<b>T</b>
Heritage Land Bank	4	1	-	4	1	-	4	1	-
<b>Division Total</b>	<b>4</b>	<b>1</b>	<b>-</b>	<b>4</b>	<b>1</b>	<b>-</b>	<b>4</b>	<b>1</b>	<b>-</b>

**2008/2009 Approved General Government Operating Budget**

***Heritage Land Bank/Real Estate Services --  
Real Estate Services Division***

The Real Estate Services Division negotiates and manages the leases, acquisitions, and disposition of office, warehouse, and other types of space and land required by all Municipal agencies. The actual general government lease expense and related costs are recorded in this division.

<b>Cost Categories</b>	<b>2007 Revised</b>	<b>2008 Approved</b>	<b>2009 Approved</b>
Personnel	\$ 197,710	\$ 335,816	\$ 332,402
Supplies	1,000	1,000	1,000
Travel	900	900	900
Other Services	6,170,930	6,466,549	6,466,549
Debt Service	-	-	-
Depreciation/Amortization	-	-	-
Capital Outlay	800	800	800
<b>Total Direct Cost</b>	<b>\$ 6,371,340</b>	<b>\$ 6,805,065</b>	<b>\$ 6,801,651</b>

<b>Personnel Summary</b>	<b>FT</b>	<b>PT</b>	<b>T</b>	<b>FT</b>	<b>PT</b>	<b>T</b>	<b>FT</b>	<b>PT</b>	<b>T</b>
Administration	2	1	-	3	1	-	3	1	-
Leases	-	-	-	-	-	-	-	-	-
<b>Division Total</b>	<b>2</b>	<b>1</b>	<b>-</b>	<b>3</b>	<b>1</b>	<b>-</b>	<b>3</b>	<b>1</b>	<b>-</b>

<b>Services/Program Components</b>	<b>2007 Revised</b>	<b>2008 Approved</b>	<b>2009 Approved</b>
<b>Administration</b>	\$ 363,100	\$ 501,206	\$ 497,792
<b>Leases</b>	6,008,240	\$ 6,303,859	\$ 6,303,859
<b>Division Total</b>	<b>\$ 6,371,340</b>	<b>\$ 6,805,065</b>	<b>\$ 6,801,651</b>