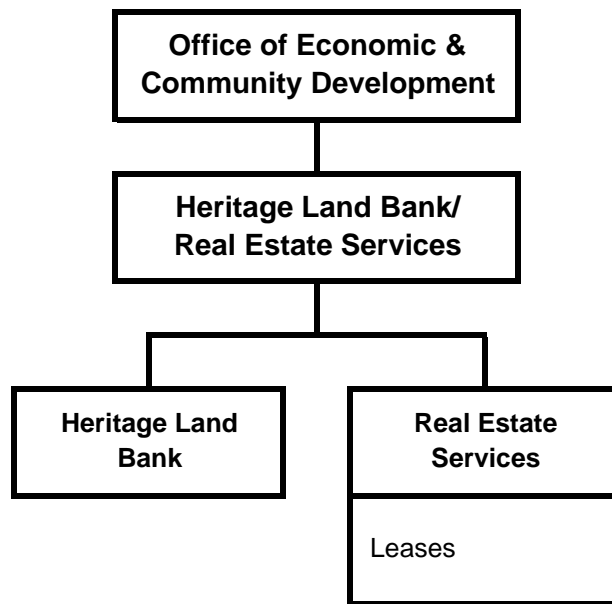


Heritage Land Bank/ Real Estate Services



2008/2009 Proposed 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 Proposed General Government Operating Budget

Heritage Land Bank/Real Estate Services

Resource Plan			
Description	2007 Revised	2008 Proposed	2009 Proposed
<i>Financial Summary</i>			
Heritage Land Bank	\$ 773,900	\$ 962,613	\$ 971,934
Real Estate Services	6,371,340	6,688,064	6,698,698
Direct Organization Cost	7,145,240	7,650,677	7,670,632
IGCs From	434,160	450,239	450,239
IGCs To	(5,933,980)	(6,368,984)	(6,368,984)
Function Cost	1,645,420	1,731,932	1,751,887
Program Revenues	(1,317,540)	(1,628,273)	(1,641,679)
Net Cost	\$ 327,880	\$ 103,659	\$ 110,208
<i>Personnel Summary</i>			
Full-Time Employees	6	8	8
Part-Time Employees	2	2	2
Temporary Employees	-	-	-
Total Employees	8	10	10
<i>Resource Costs by Category</i>			
Personnel	\$ 663,810	\$ 1,006,228	\$ 1,026,183
Supplies	5,770	5,800	5,800
Travel	3,480	5,900	5,900
Other Services	6,471,380	6,629,749	6,629,749
Debt Service	-	-	-
Depreciation/Amortization	-	-	-
Capital Outlay	800	3,000	3,000
Total Direct Cost	\$ 7,145,240	\$ 7,650,677	\$ 7,670,632

2008/2009 Proposed General Government Operating Budget

Heritage Land Bank/Real Estate Services

Reconciliation From 2007 Revised Budget to 2008/2009 Proposed Budget

	<u>Direct Costs</u>	<u>Positions</u>		
		<u>FT</u>	<u>PT</u>	<u>T</u>
<i>2007 Revised Budget</i>	\$ 7,145,240	6	2	
<i>2007 One-Time Requirements</i>				
<i>Transfers (To)/From Other Agencies</i>				
<i>Debt Service Changes</i>				
<i>Changes in Existing Funding for 2008</i>				
- Salary and benefits adjustments	134,573			
<i>Continuation Level for 2008</i>	\$ 7,279,813	6	2	0
<i>Transfers (To)/ From Other Agencies</i>				
-				
<i>Debt Service Changes</i>				
<i>2008 Funding Changes</i>				
- HLB - new Land Management Officer	121,245	1		
- Real Estate Services - new position for lease and tax sales	71,000	1		
- Lease increases	178,619			
<i>2008 Proposed Budget</i>	\$ 7,650,677	8	2	0
<i>Debt Service Changes</i>				
<i>Changes in Existing Funding for 2009</i>				
- Salary and benefits adjustments	19,955			
<i>2009 Proposed Budget</i>	\$ 7,670,632	8	2	0

2008/2009 Proposed 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.

Cost Categories	2007 Revised	2008 Proposed	2009 Proposed
Personnel	\$ 466,100	\$ 670,413	\$ 679,734
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
Total Direct Cost	\$ 773,900	\$ 962,613	\$ 971,934

Personnel Summary	FT	PT	T	FT	PT	T	FT	PT	T
Heritage Land Bank	4	1	-	5	1	-	5	1	-
Division Total	4	1	-	5	1	-	5	1	-

2008/2009 Proposed 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.

Cost Categories	2007 Revised	2008 Proposed	2009 Proposed
Personnel	\$ 197,710	\$ 335,815	\$ 346,449
Supplies	1,000	1,000	1,000
Travel	900	900	900
Other Services	6,170,930	6,349,549	6,349,549
Debt Service	-	-	-
Depreciation/Amortization	-	-	-
Capital Outlay	800	800	800
Total Direct Cost	\$ 6,371,340	\$ 6,688,064	\$ 6,698,698

Personnel Summary	FT	PT	T	FT	PT	T	FT	PT	T
Real Estate Services	2	1		3	1		3	1	
Division Total	2	1	-	3	1	-	3	1	-

Services/Program Components	2007 Revised	2008 Proposed	2009 Proposed
Administration	\$ 363,100	\$ 501,205	\$ 511,839
Leases	6,008,240	\$ 6,186,859	\$ 6,186,859
Division Total	\$ 6,371,340	\$ 6,688,064	\$ 6,698,698