

# PENDING APPROVAL

OKLAHOMA COUNTY  
PUBLIC BUILDINGS AUTHORITY

AGENDA ITEM REQUEST SHEET

FOR THE May 26, 2010 AGENDA

DEPARTMENT: Board of County Commissioners REQUESTED BY: Bradford Holt, Administrator

REQUISITION NO.: \_\_\_\_\_ REQUISITION SHEET ATTACHED: \_\_\_\_\_ YES \_\_\_\_\_ X \_\_\_\_\_ N/A

NAME OF FUNDS: Public Buildings Authority

FUND NUMBERS: 7030

DOES THE AGENDA ITEM CONTAIN PRIVACY-PROTECTED OR SECURITY INFORMATION? \_\_\_\_\_ YES \_\_\_\_\_ X \_\_\_\_\_ NO

AGENDA ITEMS CONTAINING PRIVACY-PROTECTED OR SECURITY INFORMATION WILL NOT BE HYPERLINKED TO THE AGENDA.

NUMBER OF ORIGINAL DOCUMENTS TO BE RETURNED TO YOUR DEPARTMENT: \_\_\_\_\_

AGENDA ITEM READS AS FOLLOWS:

Discussion and possible action to receive corrected pages for the financial statements of the Public Buildings Authority for the period ended October 31, 2009, and for the period ended March 31, 2010, as compiled by Landreth & Associates, CPAs, P.C. These pages reflect a correction in the amounts of lease income by class for the month of October 2009. The total income amount is unchanged.

APPROVED BY DA  
(If Applicable)

APPROVED BY ENGINEER  
(If Applicable)

APPROVED BY PURCHASING  
(If Applicable)

\_\_\_\_\_  
ASSISTANT DISTRICT ATTORNEY

\_\_\_\_\_  
COUNTY ENGINEER

\_\_\_\_\_  
PURCHASING AGENT

**Please initial that document has been reviewed for privacy-protected or security information**

DISTRICT ATTORNEY: \_\_\_\_\_ YES \_\_\_\_\_ N/A

COUNTY CLERK: \_\_\_\_\_ YES \_\_\_\_\_ N/A

Indicate any privacy-protected information that exists \_\_\_\_\_

**(NOTE: THE CHAIRMAN/CHIEF DEPUTY MUST APPROVE ALL EMERGENCY REQUESTS FOR ANY ITEM SUBMITTED AFTER THE DEADLINE)**

DATE OF REQUEST: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_

CHAIRMAN

# PENDING APPROVAL

## PUBLIC BUILDING AUTHORITY Statement of Income by Class October 2009

10:02 AM

05/14/10

Accrual Basis

	ICB-3400	Lincoln-2803	Metro Parking-3300	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Lease Income	28,965.87	51,001.21	0.00	79,967.08
Parking Fees	0.00	0.00	192,929.07	192,929.07
<b>Total Income</b>	<b>28,965.87</b>	<b>51,001.21</b>	<b>192,929.07</b>	<b>272,896.15</b>
<b>Total Income</b>	<b>28,965.87</b>	<b>51,001.21</b>	<b>192,929.07</b>	<b>272,896.15</b>
<b>Expense</b>				
<b>Maintenance and Operations</b>				
Alarm Monitoring	0.00	0.00	50.76	50.76
Bank Service Charges	0.00	0.00	635.22	635.22
Cell Phone Expense	27.92	100.00	170.00	297.92
<b>Insurance</b>				
Property Insurance	367.75	394.00	1,300.92	2,062.67
Liability Insurance	119.83	155.42	356.67	631.92
<b>Total Insurance</b>	<b>487.58</b>	<b>549.42</b>	<b>1,657.59</b>	<b>2,694.59</b>
<b>Office Supplies &amp; Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>816.24</b>	<b>816.24</b>
<b>Parking</b>	<b>0.00</b>	<b>0.00</b>	<b>590.00</b>	<b>590.00</b>
<b>Pest Control</b>	<b>40.00</b>	<b>124.00</b>	<b>30.00</b>	<b>194.00</b>
<b>Professional Fees</b>	<b>312.51</b>	<b>312.51</b>	<b>526.98</b>	<b>1,152.00</b>
<b>Repairs &amp; Maintenance</b>				
Cleaning Supplies & Service	2,742.50	0.00	0.00	2,742.50
Elevator Maintenance	430.00	0.00	420.00	850.00
Equipment Repair	702.00	0.00	0.00	702.00
Keys and Locks	8.50	0.00	0.00	8.50
Landscaping/Grounds	0.00	900.00	0.00	900.00
Wall Repair & Maint.	0.00	0.00	794.75	794.75
Repairs & Maintenance - Other	7,700.00	0.00	1,945.38	9,645.38
<b>Total Repairs &amp; Maintenance</b>	<b>11,583.00</b>	<b>900.00</b>	<b>3,160.13</b>	<b>15,643.13</b>
<b>Supplies and Equipment</b>	<b>33.98</b>	<b>0.00</b>	<b>54.34</b>	<b>88.32</b>
<b>Utilities</b>				
Electric	3,227.15	6,072.74	5,591.36	14,891.25
Gas	0.00	110.59	0.00	110.59
Thermal Usage	21,988.56	0.00	0.00	21,988.56
Trash Service	228.00	190.00	28.00	446.00
Water and Sewer	276.01	1,969.07	7,464.68	9,709.76
<b>Total Utilities</b>	<b>25,719.72</b>	<b>8,342.40</b>	<b>13,084.04</b>	<b>47,146.16</b>
<b>Total Maintenance and Operations</b>	<b>38,204.71</b>	<b>10,328.33</b>	<b>20,775.30</b>	<b>69,308.34</b>
<b>Personnel Services</b>				
<b>Payroll Expenses</b>				
Full-Time	2,886.09	2,809.02	14,950.63	20,645.74
Part-Time	0.00	0.00	1,155.00	1,155.00
<b>Total Payroll Expenses</b>	<b>2,886.09</b>	<b>2,809.02</b>	<b>16,105.63</b>	<b>21,800.74</b>
<b>Fringe Benefits</b>				
FICA	209.77	205.12	1,181.40	1,596.29
Health & Life	348.00	854.00	2,246.00	3,448.00
Retirement	346.33	337.08	1,794.07	2,477.48
<b>Total Fringe Benefits</b>	<b>904.10</b>	<b>1,396.20</b>	<b>5,221.47</b>	<b>7,521.77</b>
<b>Total Personnel Services</b>	<b>3,790.19</b>	<b>4,205.22</b>	<b>21,327.10</b>	<b>29,322.51</b>
<b>Total Expense</b>	<b>41,994.90</b>	<b>14,533.55</b>	<b>42,102.40</b>	<b>98,630.85</b>
<b>Net Ordinary Income</b>	<b>(13,029.03)</b>	<b>36,467.66</b>	<b>150,826.67</b>	<b>174,265.30</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Interest Income	0.00	0.00	298.51	298.51
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>298.51</b>	<b>298.51</b>
<b>Other Expense</b>				
Debt Service Interest	0.00	0.00	68,021.25	68,021.25
Amortization Expense	0.00	0.00	1,446.17	1,446.17
Depreciation Expense	5,000.00	5,556.00	23,367.70	33,923.70
<b>Total Other Expense</b>	<b>5,000.00</b>	<b>5,556.00</b>	<b>92,835.12</b>	<b>103,391.12</b>
<b>Net Other Income</b>	<b>(5,000.00)</b>	<b>(5,556.00)</b>	<b>(92,536.61)</b>	<b>(103,092.61)</b>
<b>Net Income</b>	<b>(18,029.03)</b>	<b>30,911.66</b>	<b>58,290.06</b>	<b>71,172.69</b>

See accompanying accountant's report

# PENDING APPROVAL

## PUBLIC BUILDING AUTHORITY

### Statement of Income by Class

July through October 2009

10:02 AM

05/14/10

Accrual Basis

	ICB-3400	Lincoln-2803	Metro Parking-3300	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Income</b>				
Lease Income	105,844.42	200,902.75	0.00	306,747.17
Parking Fees	0.00	0.00	729,264.58	729,264.58
<b>Total Income</b>	<b>105,844.42</b>	<b>200,902.75</b>	<b>729,264.58</b>	<b>1,036,011.75</b>
<b>Total Income</b>	<b>105,844.42</b>	<b>200,902.75</b>	<b>729,264.58</b>	<b>1,036,011.75</b>
<b>Expense</b>				
<b>Maintenance and Operations</b>				
Alarm Monitoring	0.00	0.00	203.04	203.04
Bank Service Charges	0.00	0.00	1,729.12	1,729.12
Cell Phone Expense	111.68	400.00	680.00	1,191.68
<b>Insurance</b>				
Property Insurance	1,471.00	1,576.00	5,203.68	8,250.68
Liability Insurance	479.32	621.68	1,426.68	2,527.68
<b>Total Insurance</b>	<b>1,950.32</b>	<b>2,197.68</b>	<b>6,630.36</b>	<b>10,778.36</b>
<b>Office Supplies &amp; Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>9,797.49</b>	<b>9,797.49</b>
<b>Parking</b>	<b>0.00</b>	<b>0.00</b>	<b>2,360.00</b>	<b>2,360.00</b>
<b>Pest Control</b>	<b>160.00</b>	<b>186.00</b>	<b>90.00</b>	<b>436.00</b>
<b>Postage and Delivery</b>	<b>0.00</b>	<b>0.00</b>	<b>150.89</b>	<b>150.89</b>
<b>Professional Fees</b>	<b>416.68</b>	<b>416.68</b>	<b>526.98</b>	<b>1,360.34</b>
<b>Repairs &amp; Maintenance</b>				
Carpet Cleaning	2,467.50	0.00	0.00	2,467.50
Cleaning Supplies & Service	11,610.60	0.00	0.00	11,610.60
Doors and windows	1,793.00	0.00	0.00	1,793.00
Elevator Maintenance	1,720.00	0.00	2,100.00	3,820.00
Equipment Repair	1,024.00	3,815.57	2,638.94	7,478.51
Flooring	200.00	0.00	32.00	232.00
Gate Maint.	0.00	0.00	2,879.29	2,879.29
Keys and Locks	192.60	46.49	18.00	257.09
Landscaping/Grounds	0.00	4,050.00	0.00	4,050.00
Wall Repair & Maint.	3,850.00	0.00	1,144.75	4,994.75
Repairs & Maintenance - Other	16,400.00	792.36	32,429.32	49,621.68
<b>Total Repairs &amp; Maintenance</b>	<b>39,257.70</b>	<b>8,704.42</b>	<b>41,242.30</b>	<b>89,204.42</b>
<b>Supplies and Equipment</b>	<b>1,181.19</b>	<b>216.63</b>	<b>4,103.47</b>	<b>5,501.29</b>
<b>Utilities</b>				
Electric	12,885.85	26,256.75	28,862.59	68,005.19
Gas	146.40	219.49	0.00	365.89
Thermal Usage	28,687.96	0.00	0.00	28,687.96
Trash Service	456.00	570.00	112.00	1,138.00
Water and Sewer	969.51	2,193.95	7,754.74	10,918.20
<b>Total Utilities</b>	<b>43,145.72</b>	<b>29,240.19</b>	<b>36,729.33</b>	<b>109,115.24</b>
<b>Maintenance and Operations - Other</b>	<b>874.00</b>	<b>537.18</b>	<b>340.27</b>	<b>1,751.45</b>
<b>Total Maintenance and Operations</b>	<b>87,097.29</b>	<b>41,898.78</b>	<b>104,583.25</b>	<b>233,579.32</b>
<b>Personnel Services</b>				
<b>Payroll Expenses</b>				
Full-Time	11,544.36	11,236.08	59,802.52	82,582.96
Part-Time	0.00	0.00	4,495.00	4,495.00
<b>Total Payroll Expenses</b>	<b>11,544.36</b>	<b>11,236.08</b>	<b>64,297.52</b>	<b>87,077.96</b>
<b>Fringe Benefits</b>				
FICA	839.07	820.46	4,716.00	6,375.53
Health & Life	1,392.00	3,416.00	8,984.00	13,792.00
Retirement	1,385.32	1,348.32	7,176.28	9,909.92
<b>Total Fringe Benefits</b>	<b>3,616.39</b>	<b>5,584.78</b>	<b>20,876.28</b>	<b>30,077.45</b>
<b>Total Personnel Services</b>	<b>15,160.75</b>	<b>16,820.86</b>	<b>85,173.80</b>	<b>117,155.41</b>
<b>Interest Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>2.05</b>	<b>2.05</b>
<b>Total Expense</b>	<b>102,258.04</b>	<b>58,719.64</b>	<b>189,759.10</b>	<b>350,736.78</b>
<b>Net Ordinary Income</b>	<b>3,586.38</b>	<b>142,183.11</b>	<b>539,505.48</b>	<b>685,274.97</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Dividend Income	0.00	0.00	0.15	0.15
Interest Income	0.00	0.00	899.79	899.79
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>899.94</b>	<b>899.94</b>
<b>Other Expense</b>				
Debt Service Interest	0.00	0.00	272,085.00	272,085.00
Amortization Expense	0.00	0.00	5,784.68	5,784.68
Depreciation Expense	20,000.00	22,224.00	93,470.80	135,694.80
Trustee Fees	0.00	0.00	1,299.69	1,299.69
<b>Total Other Expense</b>	<b>20,000.00</b>	<b>22,224.00</b>	<b>372,640.17</b>	<b>414,864.17</b>

See accompanying accountant's report

# PENDING APPROVAL

PUBLIC BUILDING AUTHORITY

## Statement of Income by Class

July through October 2009

10:02 AM

05/14/10

Accrual Basis

	<u>ICB-3400</u>	<u>Lincoln-2803</u>	<u>Metro Parking-3300</u>	<u>TOTAL</u>
Net Other Income	(20,000.00)	(22,224.00)	(371,740.23)	(413,964.23)
Net Income	<u>(16,413.62)</u>	<u>119,959.11</u>	<u>167,765.25</u>	<u>271,310.74</u>

# PENDING APPROVAL

## PUBLIC BUILDING AUTHORITY Statement of Income by Class July 2009 through March 2010

10:01 AM  
05/14/10  
Accrual Basis

	ICB-3400	Lincoln-2803	Metro Parking-3300	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Lease Income	241,006.71	411,219.44	0.00	652,226.15
Parking Fees	0.00	0.00	1,751,601.52	1,751,601.52
<b>Total Income</b>	<b>241,006.71</b>	<b>411,219.44</b>	<b>1,751,601.52</b>	<b>2,403,827.67</b>
<b>Total Income</b>	<b>241,006.71</b>	<b>411,219.44</b>	<b>1,751,601.52</b>	<b>2,403,827.67</b>
<b>Expense</b>				
<b>Maintenance and Operations</b>				
Alarm Monitoring	0.00	0.00	456.84	456.84
Bank Service Charges	0.00	0.00	2,921.65	2,921.65
Cell Phone Expense	246.62	900.00	1,730.00	2,876.62
<b>Insurance</b>				
Property Insurance	3,309.75	3,546.00	11,708.28	18,564.03
Liability Insurance	1,078.47	1,398.78	3,210.03	5,687.28
<b>Total Insurance</b>	<b>4,388.22</b>	<b>4,944.78</b>	<b>14,918.31</b>	<b>24,251.31</b>
Office Supplies & Expense	40.04	384.74	13,883.90	14,308.68
Parking	0.00	0.00	5,310.00	5,310.00
Pest Control	360.00	496.00	210.00	1,066.00
Postage and Delivery	0.00	0.00	150.89	150.89
Professional Fees	1,462.53	1,462.53	6,003.94	8,929.00
<b>Repairs &amp; Maintenance</b>				
Carpet Cleaning	2,467.50	0.00	375.00	2,842.50
Cleaning Supplies & Service	27,251.90	0.00	359.75	27,611.65
Doors and windows	1,793.00	0.00	47.78	1,840.78
Elevator Maintenance	3,956.42	0.00	3,360.00	7,316.42
Equipment Repair	1,755.30	3,815.57	3,723.42	9,294.29
Flooring	4,669.41	0.00	32.00	4,701.41
Gate Maint.	0.00	0.00	27,842.73	27,842.73
Keys and Locks	377.60	46.49	70.78	494.87
Landscaping/Grounds	0.00	9,450.00	0.00	9,450.00
Plumbing Supplies	0.00	0.00	985.00	985.00
Wall Repair & Maint.	6,550.00	0.00	1,144.75	7,694.75
Repairs & Maintenance - Other	19,982.99	792.36	42,953.79	63,729.14
<b>Total Repairs &amp; Maintenance</b>	<b>68,804.12</b>	<b>14,104.42</b>	<b>80,895.00</b>	<b>163,803.54</b>
Supplies and Equipment	1,617.59	216.63	7,619.59	9,453.81
<b>Utilities</b>				
Electric	24,402.08	42,769.01	57,900.71	125,071.80
Gas	146.40	7,366.06	0.00	7,512.46
Thermal Usage	53,884.69	0.00	0.00	53,884.69
Trash Service	1,815.50	1,330.00	274.59	3,420.09
Water and Sewer	4,669.83	3,925.44	12,612.70	21,207.97
<b>Total Utilities</b>	<b>84,918.50</b>	<b>55,390.51</b>	<b>70,788.00</b>	<b>211,097.01</b>
Maintenance and Operations - Other	874.00	1,141.95	340.27	2,356.22
<b>Total Maintenance and Operations</b>	<b>162,711.62</b>	<b>79,041.56</b>	<b>205,228.39</b>	<b>446,981.57</b>
<b>Personnel Services</b>				
<b>Payroll Expenses</b>				
Full-Time	26,608.01	29,247.84	138,155.67	194,011.52
Part-Time	205.50	203.50	8,121.50	8,530.50
<b>Total Payroll Expenses</b>	<b>26,813.51</b>	<b>29,451.34</b>	<b>146,277.17</b>	<b>202,542.02</b>
<b>Fringe Benefits</b>				
FICA	1,950.01	2,155.31	10,742.70	14,848.02
Health & Life	3,132.00	8,034.00	20,214.00	31,380.00
Retirement	3,192.95	3,301.72	16,266.63	22,761.30
<b>Total Fringe Benefits</b>	<b>8,274.96</b>	<b>13,491.03</b>	<b>47,223.33</b>	<b>68,989.32</b>
<b>Total Personnel Services</b>	<b>35,088.47</b>	<b>42,942.37</b>	<b>193,500.50</b>	<b>271,531.34</b>
Interest Expense	0.00	0.00	2.05	2.05
Licenses and Permits	0.00	75.00	0.00	75.00
Miscellaneous	0.00	0.00	703.00	703.00
<b>Total Expense</b>	<b>197,800.09</b>	<b>122,058.93</b>	<b>399,433.94</b>	<b>719,292.96</b>
<b>Net Ordinary Income</b>	<b>43,206.62</b>	<b>289,160.51</b>	<b>1,352,167.58</b>	<b>1,684,534.71</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Dividend Income	0.00	0.00	0.15	0.15
Interest Income	0.00	0.00	2,425.13	2,425.13
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>2,425.28</b>	<b>2,425.28</b>
<b>Other Expense</b>				
Debt Service Interest	0.00	0.00	612,191.25	612,191.25
Amortization Expense	0.00	0.00	13,015.53	13,015.53
Depreciation Expense	45,000.00	50,004.00	210,309.30	305,313.30
Trustee Fees	0.00	0.00	2,532.43	2,532.43

See accompanying accountant's report

# PENDING APPROVAL

PUBLIC BUILDING AUTHORITY

## Statement of Income by Class

July 2009 through March 2010

10:01 AM

05/14/10

Accrual Basis

	<u>ICB-3400</u>	<u>Lincoln-2803</u>	<u>Metro Parking-3300</u>	<u>TOTAL</u>
Total Other Expense	45,000.00	50,004.00	838,048.51	933,052.51
Net Other Income	(45,000.00)	(50,004.00)	(835,623.23)	(930,627.23)
Net Income	<u>(1,793.38)</u>	<u>239,156.51</u>	<u>516,544.35</u>	<u>753,907.48</u>