

EDC Approved Administrative Service Agreement with Coffee City

EXPENSES	Annual Cost City	EDC Service Agreement Annual	Monthly Breakdown
City/EDC Actual Fixed			
Accounting & Audits FY2021/2022	\$15,000.00	\$3,000.00	\$250.00
Insurance - Liability*	\$1,300.00	\$1,300.00	\$108.33
Overhead Percentage			
Office Space		\$500.00	\$41.67
Office Supplies		\$1,050.00	\$87.50
CBS Firewall		157.32	\$13.11
Internet and Website Services		\$750.00	\$62.50
Electric City	\$6,000.00	\$600.00	\$50.00
Electric Community Center	\$2,500.00	\$250.00	\$20.83
Propane City	\$2,000.00	\$200.00	\$16.67
Water City	\$800.00	\$80.00	\$6.67
Water Community Center	\$800.00	\$80.00	\$6.67
Contract Labor-Reduced 1/8th%			
Cleaning	\$720.00	\$90.00	\$7.50
(\$75 for 30 times) Mowing	\$2,250.00	\$281.25	\$23.44
TOTAL EXPENSES	\$31,370.00	8,338.57	\$694.88