



Meeting Date: June/17/2008

| ACTION   | TYPE OF ITEM   |
|--|--|
| <input type="checkbox"/> Approved Recommendation | <input checked="" type="checkbox"/> Info/Consent       |
| <input type="checkbox"/> Ord. No(s). _____       | <input type="checkbox"/> Report                        |
| <input type="checkbox"/> Res. No(s). _____       | <input type="checkbox"/> Public Hearing (Info/consent) |
| <input type="checkbox"/> Other _____             | <input type="checkbox"/> Other _____                   |

Prepared By: Carrie Sabatini Agenda Item No. I-5

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance [Signature] Other \_\_\_\_\_

DATE: June 8, 2008

TO: Housing Authority Commission

FROM: Sal Gonzalez, Housing Director  
Housing Department [Signature]

SUBJECT: **Low Rent Public Housing Budget for Fiscal Year 2009**

**RECOMMENDATION**

That the Board of Commissioners of the Housing Authority of the City of Oxnard adopt a resolution approving and adopting the recommended \$5,185,773 operating budget for the Low Rent Public Housing program ("LRPH") for fiscal year 2009, as presented by project.

**DISCUSSION**

The 2009 fiscal year is the second year of asset management and project based accounting for the public housing program. Each public housing project, as have been determined in previous years (i.e 31-1 Colonia Village, 31-4 Pleasant Valley Village, etc.) is funded and budgeted for independently, as is the Central Office Cost Center ("COCC"). The fee revenue to the COCC includes a management fee, a bookkeeping fee, and an asset management fee, and during this year the COCC must be able to operate on its fees alone. Also included in the philosophy of project-based management and accounting is a concept termed "fee-for-service." Under this arrangement, for certain specialized services where providing dedicated staff to each project is not practical, a centralized service can be available to the projects, charged only as they are used (i.e. higher level carpentry, electrical, plumbing, etc.).

This recommended budget pertains exclusively to the 780 units of LRPH owned and operated by the City of Oxnard Housing Authority ("OHA"). The recommended operating budget for all projects and the COCC is \$5,185,773. The operating budgets, if adopted as recommended, would result in a collective \$209,392 residual receipt.

The process of developing the budget is always difficult because of the necessary changes to comply with the requirement for project based accounting and asset management. Additionally, the possibility of the construction of the 31-1 Las Cortes project was factored in to the fiscal year 2009 budget. For fiscal year 2009, staff projected that overall rental income will decrease by \$231,366 over last year's rent projection, primarily due to the projection that the first phase of relocation in the 31-1 project will begin mid-year. Staff continues to work extremely hard to maximize tenant rent through rent ranging and placing tenants in properly sized units. Operating subsidy for each year is appropriated on a calendar year basis. HUD has stated that subsidy for 2008 will be prorated to 80% of eligibility, but the funding level for calendar year 2009 is still unknown. Under the new formula for calculating subsidy,

the OHA is eligible to receive approximately \$1,400,000 for all units. At 80% of the total eligibility for the year, this translates into \$1,121,114 in operating subsidy, an increase of \$216,248 over the previous years budgeted subsidy.

On the expense side, the majority of line items have remain approximate to prior year's budget, adjusted slightly to bring the budget closer to anticipated actual expenses. Under administrative expenses, the largest variance is for City overhead expense in all project areas. In the prior year, the amount of expense was significantly underestimated. In the recommended budget, the budget amount was brought up to the current year expense. Additionally, the allocation between OHA programs has changed, shifting more of the expense into the Public Housing program based upon actual service derived from the indirect services.

Under Tenant Services, the Tenant Service Salary and Benefits line items have decreased in all project areas due to the inclusion of the Family Self-Sufficiency coordinator being grant funded. The grant was not received in the prior year, so the position was fully funded by the Public Housing program. Only a small portion has been budgeted here because it is unknown at this time if the next grant application will be successful.

Total Contract Expense is up primarily due to an increase in trash removal expense for all areas and miscellaneous contracts for 31-4. The miscellaneous contract expense for 31-4 Pleasant Valley Village is for the installation of playground equipment.

Under general expenses, workers compensation has decreased slightly due to an anticipated decrease in rates; umbrella liability insurance has increased due to the increased billing in the current year; and employee benefits have increased due to the bargaining unit benefit increases effective throughout the current year and as of July 1, 2008.

Additionally, some costs previously recorded as part of the Capital Fund Program have been included in the COCC budget. Under the financial reporting under asset management, costs attributable to the Capital Fund administration are COCC costs. In order to show all COCC costs, Capital Fund costs are listed in the budget.

Staff will continue to monitor the budget of all project areas and the COCC. As asset management continues to evolve, staff will also be monitoring the changes to these regulations for impact on the OHA public housing program.

## **FINANCIAL IMPACT**

It is anticipated that the proposed operating budget will result in a residual receipt for the year ending June 30, 2009.

Attachment #1 - Housing Authority Resolution  
#2 - HUD Form 52574 Operating Budget Resolution  
#3 - Budget document

HOUSING AUTHORITY OF THE CITY OF OXNARD  
RESOLUTION NO.

**RESOLUTION APPROVING AND ADOPTING THE LOW RENT PUBLIC HOUSING  
PROGRAM OPERATING BUDGET FOR FISCAL YEAR 2009**

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared Low Rent Public Housing Program Operating Budgets totaling \$5,185,773 for the fiscal year 2009; and

WHEREAS, the budgeted expenditures are necessary for the efficient and economical operation of the Authority for the purpose of serving low-income families; and

WHEREAS, the budget for the fiscal year 2009 indicates a source of funding adequate to cover all proposed expenditures; and

WHEREAS, the budgeted rental charges and expenditures will be consistent with the provisions of law and the Annual Contribution Contract; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires the Authority to certify that no Authority employee is serving in a variety of positions which will exceed a 100% allocation of his/her time.

NOW THEREFORE, the Board of Commissioners of the Housing Authority of the City of Oxnard hereby resolves:

1. That the Low Rent Public Housing Program Operating Budgets (Operating Budget) for the fiscal year 2009 totaling \$5,185,773 available on file at the Housing Department and incorporated in full herein by this reference is approved and adopted.
2. That no Authority employee reflected in the Operating Budget is serving in a variety of positions which will exceed 100% allocation of his/her time.

APPROVED AND ADOPTED this 17th day of June 2008, by the following vote:

AYES:  
NOES:  
ABSENT:

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Dr. Thomas E. Holden, Chairman

Fiscal Year 2009 LRPB Budget  
Resolution  
Page Two

ATTEST:

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Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

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Gary Gillig, General Counsel

PHA Board Resolution  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 10/31/2009)

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Housing Authority of the City of Oxnard PHA Code: CA031

PHA Fiscal Year Beginning: July 1, 2008 Board Resolution Number: \_\_\_\_\_

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on: \_\_\_\_\_
- Operating Budget submitted to HUD, if applicable, on: \_\_\_\_\_
- Operating Budget revision approved by Board resolution on: \_\_\_\_\_
- Operating Budget revision submitted to HUD, if applicable, on: \_\_\_\_\_

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

|                                 |            |       |
|---------------------------------|------------|-------|
| Print Board Chairperson's Name: | Signature: | Date: |
|---------------------------------|------------|-------|

**OXNARD HOUSING AUTHORITY  
LRPH PROGRAM - PROJECT BASED  
FY 2009 BUDGET**

| Description                          | Total budget<br>FY 07-08 | Total<br>Budget<br>FY 08-09 | Colonia Vlg<br>Project 31-1<br>260 | Felicia Ct.<br>Project 31-2<br>100 | Colonia Rd<br>Project 31-3<br>70 | Pleasant Valley<br>Project 31-4<br>100 | Plaza Vista Sr.<br>Project 31-5<br>50 | Palm Vista Sr.<br>Project 31-8<br>100 | Scattered sites<br>Project 31-7<br>100 units | COCC<br>ADMN   | 31-92<br>COCC<br>FEE SVC |
|--------------------------------------|--------------------------|-----------------------------|------------------------------------|------------------------------------|----------------------------------|--|---------------------------------------|---------------------------------------|--|----------------|--------------------------|
| Annual Rental Revenue                | 4,135,788                | 3,904,422                   | 1,110,456                          | 601,500                            | 438,530                          | 569,496                                | 157,045                               | 358,170                               | 669,224                                      | -              | -                        |
| Non Dwelling Rental Income           | 40,498                   | 40,498                      | -                                  | -                                  | -                                | 23,355                                 | -                                     | -                                     | -  | 17,143         | -                        |
| Fraud Recovery                       | -                        | -                           | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -              | -                        |
| Interest Income                      | 42,403                   | 46,810                      | 15,605                             | 6,001                              | 4,201                            | 6,001                                  | 3,001                                 | 6,001                                 | 6,000  | -              | -                        |
| Miscellaneous Revenue                | 46,810                   | 42,403                      | 8,020                              | 4,506                              | 6,279                            | 4,378                                  | 2,677                                 | 8,220                                 | 8,323  | -              | -                        |
| <b>Sub Total</b>                     | <b>4,265,499</b>         | <b>4,034,133</b>            | <b>1,134,081</b>                   | <b>612,007</b>                     | <b>449,010</b>                   | <b>603,230</b>                         | <b>162,723</b>                        | <b>372,391</b>                        | <b>683,547</b>                               | <b>17,143</b>  | -                        |
| Subsidy                              | 904,866                  | 1,121,114                   | 396,298                            | 117,678                            | 130,398                          | 99,014                                 | 97,351                                | 169,165                               | 111,210                                      | -              | -                        |
| <b>Total Revenue</b>                 | <b>5,170,365</b>         | <b>5,155,247</b>            | <b>1,530,379</b>                   | <b>729,686</b>                     | <b>579,408</b>                   | <b>702,244</b>                         | <b>260,074</b>                        | <b>541,556</b>                        | <b>794,757</b>                               | <b>17,143</b>  | -                        |
| Admin Salary Expense                 | 1,193,026                | 1,257,003                   | 269,885                            | 126,144                            | 83,907                           | 76,088                                 | 44,877                                | 63,480                                | 127,062                                      | 465,560        | -                        |
| Legal                                | 9,070                    | -                           | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -              | -                        |
| Travel                               | 15,000                   | 14,995                      | 1,557                              | 922                                | 851                              | 111                                    | 55                                    | 107                                   | 126  | 11,250         | 16                       |
| Audit Expenses                       | 10,400                   | 14,246                      | 4,399                              | 1,693                              | 1,186                            | 1,693                                  | 847                                   | 1,693                                 | 1,694  | 1,043          | -                        |
| Cable                                | 1,086                    | 1,201                       | (295)                              | 341                                | 202                              | 109                                    | 73                                    | (25)                                  | 797  | -              | -                        |
| Publications                         | 1,440                    | 1,401                       | 392                                | 15                                 | -                                | -                                      | -                                     | -                                     | -  | 994            | -                        |
| Dues                                 | 1,600                    | 1,429                       | 69                                 | 37                                 | 26                               | 32                                     | 20                                    | 41                                    | 32   | 1,172          | -                        |
| Phones/lines                         | 45,176                   | 46,684                      | 7,582                              | 3,048                              | 2,229                            | 4,846                                  | 4,341                                 | 6,540                                 | 4,949  | 11,786         | 1,361                    |
| Cell phones                          | 12,200                   | 9,658                       | 744                                | 1,018                              | 568                              | 377                                    | 480                                   | 608                                   | 1,026  | 2,069          | 2,769                    |
| Court Costs                          | 930                      | -                           | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -              | -                        |
| Miscellaneous sundry                 | 18,120                   | 13,842                      | 4,385                              | 1,065                              | 746                              | 1,096                                  | 341                                   | 1,039                                 | 1,095  | 4,062          | 13                       |
| Copying                              | 2,650                    | 9,892                       | 1,614                              | 621                                | 434                              | 1,800                                  | 310                                   | 621                                   | 1,800  | 2,520          | 172                      |
| Postage                              | 10,400                   | 15,129                      | 4,731                              | 1,514                              | 1,316                            | 2,599                                  | 471                                   | 802                                   | 1,941  | 1,579          | 177                      |
| Paper Supplies                       | 15,517                   | 1,829                       | 502                                | 187                                | 131                              | 128                                    | 77                                    | 155                                   | 128  | 398            | 122                      |
| Office Supplies                      | 1,570                    | 4,755                       | 1,017                              | 327                                | 342                              | 342                                    | 78                                    | 137                                   | 349  | 1,756          | 513                      |
| Printing Expenses                    | 5,309                    | 5,832                       | 1,402                              | 544                                | 395                              | 746                                    | 233                                   | 404                                   | 837  | 992            | 278                      |
| Software Maintenance                 | 9,642                    | 3,648                       | 1,127                              | 433                                | 304                              | 433                                    | 217                                   | 433                                   | 434  | 267            | -                        |
| City Overhead                        | 15,000                   | 71,833                      | 14,148                             | 6,751                              | 4,676                            | 5,934                                  | 2,435                                 | 3,641                                 | 6,786  | 17,328         | 10,133                   |
| Advertising                          | 1,000                    | 2,110                       | 522                                | 201                                | 141                              | 201                                    | 146                                   | 293                                   | 201  | 406            | -                        |
| <b>Total Administrative Expenses</b> | <b>1,369,135</b>         | <b>1,475,487</b>            | <b>313,781</b>                     | <b>144,861</b>                     | <b>97,347</b>                    | <b>96,535</b>                          | <b>55,004</b>                         | <b>79,959</b>                         | <b>149,257</b>                               | <b>523,181</b> | <b>15,552</b>            |
| Tenant Services Salaries             | 57,642                   | 10,235                      | 5,089                              | 1,620                              | 1,055                            | 1,235                                  | -                                     | -                                     | 1,237  | -              | -                        |
| Tenant Contract/Service Provider     | 23,161                   | 18,984                      | 4,443                              | 1,708                              | 1,193                            | 3,600                                  | 2,040                                 | 2,400                                 | 3,600  | -              | -                        |
| Tenant Services Overtime             | 81                       | -                           | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -              | -                        |
| FSS Emp benefits                     | 19,244                   | 5,731                       | 2,850                              | 907                                | 591                              | 691                                    | -                                     | -                                     | 693  | -              | -                        |
| TA Other (FSS Coordinator expenses)  | 228                      | 3,159                       | 1,566                              | 410                                | 238                              | 354                                    | 76                                    | 152                                   | 363  | -              | -                        |
| TA Participation                     | 16,787                   | 15,520                      | 5,180                              | 1,980                              | 1,400                            | 1,960                                  | 1,000                                 | 2,000                                 | 2,000  | -              | -                        |
| Tenant Beautification                | 1,201                    | 1,201                       | 419                                | 232                                | 162                              | 194                                    | -                                     | -                                     | 194  | -              | -                        |
| <b>Total Tenant Services</b>         | <b>118,344</b>           | <b>54,830</b>               | <b>19,546</b>                      | <b>6,857</b>                       | <b>4,639</b>                     | <b>8,035</b>                           | <b>3,116</b>                          | <b>4,552</b>                          | <b>8,086</b>                                 | -              | -                        |
| Maintenance Salaries                 | 511,675                  | 502,251                     | 71,059                             | 28,065                             | 19,645                           | 32,265                                 | 18,876                                | 22,230                                | 31,305                                       | -              | 278,806                  |
| Grounds Salaries                     | 210,423                  | 207,012                     | 43,266                             | 29,940                             | 24,060                           | 53,684                                 | 3,256                                 | 14,469                                | 27,124                                       | 11,213         | -                        |
| Grounds OT                           | 7,992                    | 7,210                       | 2,969                              | 1,555                              | 1,173                            | 1,149                                  | -                                     | -                                     | 310  | 54             | -                        |
| Maint Salary/Overtime                | 48,499                   | 46,068                      | 6,916                              | 1,038                              | 189                              | 1,702                                  | 87                                    | 41                                    | 2,292  | 80             | 33,724                   |
| Maint Stand by                       | 6,040                    | 6,748                       | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -              | 6,748                    |
| <b>Total Maintenance Sal</b>         | <b>784,629</b>           | <b>769,289</b>              | <b>124,210</b>                     | <b>60,598</b>                      | <b>45,068</b>                    | <b>88,799</b>                          | <b>22,219</b>                         | <b>36,740</b>                         | <b>61,032</b>                                | <b>11,347</b>  | <b>319,277</b>           |

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| Description                               | Total budget FY 07-08 | Total Budget FY 08-09 | Colonia Vlg Project 31-1 260 | Felicia Ct. Project 31-2 100 | Colonia Rd Project 31-3 70 | Pleasant Valley Project 31-4 100 | Plaza Vista Sr. Project 31-5 50 | Palm Vista Sr. Project 31-8 100 | Scattered sites Project 31-7 100 units | COCC ADMN      | COCC FEE SVC   | 31-92 COCC FEE SVC |
|---|-----------------------|-----------------------|------------------------------|------------------------------|----------------------------|----------------------------------|---------------------------------|---------------------------------|--|----------------|----------------|--------------------|
| Paint Exp                                 | 24,350                | 18,000                | 4,000                        | 1,800                        | 1,000                      | 2,100                            | 750                             | 1,500                           | 3,850                                  | -              | -              | 3,000              |
| Grounds Exp                               | 19,500                | 18,620                | 5,500                        | 2,000                        | 2,000                      | 3,000                            | 500                             | 2,000                           | 2,120                                  | 1,500          | -              | -                  |
| Appliance Exp                             | 20,000                | 35,130                | 4,857                        | 4,453                        | 13,574                     | 4,953                            | 1,178                           | 2,824                           | 3,208                                  | 12             | 150            | 71                 |
| Plumbing Exp                              | 32,750                | 39,659                | 12,976                       | 7,074                        | 1,428                      | 4,546                            | 1,234                           | 1,836                           | 9,463                                  | 197            | 197            | 905                |
| Electrical Exp                            | 12,000                | 11,473                | 2,285                        | 1,486                        | 1,418                      | 1,684                            | 1,785                           | 1,303                           | 1,281                                  | 155            | 155            | 77                 |
| Building Mat'l                            | 49,450                | 24,230                | 4,310                        | 1,654                        | 234                        | 3,608                            | 4,000                           | 6,632                           | 3,495                                  | 242            | 242            | 54                 |
| Glass Expense                             | 5,150                 | 4,673                 | 1,050                        | 864                          | -                          | 1,290                            | -                               | 307                             | 1,161                                  | -              | -              | -                  |
| Lock Expense                              | 7,350                 | 4,494                 | 1,153                        | 700                          | 48                         | 312                              | 515                             | 1,159                           | 195                                    | -              | -              | 121                |
| Janitorial Exp                            | 10,550                | 11,161                | 1,749                        | 817                          | 304                        | 1,167                            | 855                             | 942                             | 934                                    | 2,239          | 2,239          | 2,156              |
| Uniform Exp                               | 6,350                 | 7,001                 | 1,101                        | 509                          | 586                        | 820                              | 246                             | 398                             | 1,017                                  | 106            | 106            | 2,219              |
| Safety Equip'l Exp                        | 3,350                 | 6,928                 | 1,438                        | 1,220                        | 845                        | 605                              | 196                             | 281                             | 812                                    | 456            | 456            | 1,075              |
| Tool Expense - Maintenance                | 8,325                 | 3,120                 | 210                          | 333                          | 251                        | 184                              | 61                              | 66                              | 250                                    | -              | -              | 1,765              |
| Tool Expense - Grounds                    | 2,600                 | 3,173                 | 881                          | 714                          | 651                        | 206                              | -                               | 8                               | 685                                    | 29             | 29             | -                  |
| <b>Total Material Expenses</b>            | <b>201,725</b>        | <b>187,662</b>        | <b>41,511</b>                | <b>23,624</b>                | <b>22,338</b>              | <b>24,475</b>                    | <b>11,321</b>                   | <b>19,255</b>                   | <b>28,469</b>                          | <b>5,226</b>   | <b>5,226</b>   | <b>11,445</b>      |
| Heating/Air                               | 11,250                | 14,610                | 4173                         | 703                          | 46                         | 1162                             | 1716                            | 4356                            | 255                                    | 2,201          | 2,201          | -                  |
| Equipment Repair Exp                      | 2,615                 | 4,734                 | 1611                         | 546                          | 638                        | 718                              | 4                               | 19                              | 740                                    | 15             | 15             | 442                |
| Fire Alarm Exp                            | 4,174                 | 5,553                 | 204                          | 63                           | 44                         | 1323                             | 1266                            | 1333                            | 747                                    | 573            | 573            | -                  |
| Elevator Exp                              | 10,786                | 8,569                 | -                            | -                            | -                          | -                                | 3,500                           | 3,500                           | -                                      | 1,569          | 1,569          | -                  |
| Trash Removal Exp                         | 214,940               | 242,162               | 86,949                       | 27,624                       | 35,802                     | 38,543                           | 4,754                           | 9,739                           | 36,723                                 | 2,028          | 2,028          | -                  |
| Dump Charge Exp                           | 8,000                 | 4,729                 | 2802                         | 643                          | 346                        | 432                              | 5                               | 43                              | 458                                    | -              | -              | -                  |
| Custodial Exp                             | -                     | 71,404                | 17281                        | 7909                         | 2061                       | 9969                             | 11564                           | 19109                           | 3,510                                  | -              | -              | -                  |
| IT fees                                   | -                     | 19,167                | 6835                         | 3411                         | 2536                       | 1916                             | 808                             | 1176                            | 2,485                                  | -              | -              | -                  |
| Vacancy Exp                               | 374,400               | 204,874               | 52780                        | 23948                        | 12030                      | 55000                            | 11096                           | 20020                           | 30,000                                 | -              | -              | (204,874)          |
| Fee-for-service income                    | -                     | -                     | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | -              | -              | -                  |
| Maintenance-Contract                      | -                     | -                     | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | -              | -              | -                  |
| Pest Control Exp                          | 9,080                 | 8,836                 | 557                          | 700                          | 244                        | 750                              | 1626                            | 4118                            | 840                                    | -              | -              | -                  |
| Alarm Service                             | 6,540                 | 12,029                | 3239                         | 892                          | 624                        | 1860                             | 349                             | 349                             | 1,047                                  | 3,668          | 3,668          | -                  |
| Tree Crew                                 | 13,565                | 13,565                | 2550                         | 1000                         | 2800                       | 2000                             | 1015                            | 3,000                           | 1,200                                  | -              | -              | -                  |
| Painters                                  | 73,250                | 53,412                | 18043                        | 9980                         | 695                        | 10561                            | 2115                            | 3064                            | 8,954                                  | -              | -              | -                  |
| Fee-for-service income                    | (73,250)              | (53,412)              | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | -              | -              | (53,412)           |
| Vehicle Preventative maintenance/repairs  | 18,700                | 15,126                | 570                          | 1356                         | 1194                       | 1049                             | 1439                            | 1168                            | 1,753                                  | 3,089          | 3,089          | 3,509              |
| Vehicle fuel                              | 26,562                | 29,561                | 4501                         | 2287                         | 2371                       | 2204                             | 1253                            | 1839                            | 3,980                                  | 3,257          | 3,257          | 7,869              |
| Car wash                                  | 1,084                 | 857                   | 190                          | 103                          | 62                         | 35                               | 29                              | 50                              | 60                                     | 329            | 329            | -                  |
| Office Work                               | -                     | -                     | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | -              | -              | -                  |
| Miscellaneous FFS                         | -                     | 79,566                | 21279                        | 3368                         | 2923                       | 8151                             | 2715                            | 9445                            | 31,685                                 | -              | -              | -                  |
| Electrical                                | -                     | 40,769                | 13076                        | 3777                         | 3241                       | 2971                             | 3080                            | 7299                            | 7,325                                  | -              | -              | -                  |
| Plumbing                                  | -                     | 172,953               | 73308                        | 16564                        | 6492                       | 14287                            | 8721                            | 19437                           | 34,143                                 | -              | -              | -                  |
| Fee-for-service income(including IT fees) | -                     | (383,859)             | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | (19,167)       | (19,167)       | (364,692)          |
| Miscellaneous contract                    | 6,300                 | 29,779                | 450                          | 303                          | 175                        | 26917                            | 175                             | 649                             | 900                                    | 210            | 210            | -                  |
| Drape Exp                                 | 6,750                 | 6,000                 | -                            | -                            | -                          | -                                | 2500                            | 2500                            | -                                      | 1,000          | 1,000          | -                  |
| Fee-for-service maintenance               | 118,938               | -                     | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | -              | -              | -                  |
| Fee-for-service income                    | (118,938)             | -                     | -                            | -                            | -                          | -                                | -                               | -                               | -                                      | -              | -              | -                  |
| <b>Total Contracts Expenses</b>           | <b>340,346</b>        | <b>396,109</b>        | <b>310,398</b>               | <b>105,177</b>               | <b>74,325</b>              | <b>179,849</b>                   | <b>59,730</b>                   | <b>112,211</b>                  | <b>166,803</b>                         | <b>(1,228)</b> | <b>(1,228)</b> | <b>(611,158)</b>   |
| <b>Total Ordinary Maintenance</b>         | <b>1,326,700</b>      | <b>1,353,059</b>      | <b>476,119</b>               | <b>189,398</b>               | <b>141,731</b>             | <b>293,124</b>                   | <b>93,270</b>                   | <b>168,206</b>                  | <b>256,304</b>                         | <b>3,997</b>   | <b>3,997</b>   | <b>(599,714)</b>   |

| Description                                       | Total budget<br>FY 07-08 | Total<br>Budget<br>FY 08-09 | Colonia Vlg<br>Project 31-1<br>260 | Felicia Ct.<br>Project 31-2<br>100 | Colonia Rd<br>Project 31-3<br>70 | Pleasant Valley<br>Project 31-4<br>100 | Plaza Vista Sr.<br>Project 31-5<br>50 | Palm Vista Sr.<br>Project 31-8<br>100 | Scattered sites<br>Project 31-7<br>100 units | COCC<br>ADMIN    | 31-92<br>COCC<br>FEE SVC |
|---|--------------------------|-----------------------------|------------------------------------|------------------------------------|----------------------------------|--|---------------------------------------|---------------------------------------|--|------------------|--------------------------|
| Worker Compensation                               | 149,875                  | 94,402                      | 15,814                             | 7,925                              | 5,848                            | 10,589                                 | 3,014                                 | 4,872                                 | 7,989  | 6,455            | 31,897                   |
| Auto Insurance                                    | 26,560                   | 25,364                      | 3,569                              | 1,733                              | 1,777                            | 2,566                                  | 1,131                                 | 1,810                                 | 2,642  | 3,279            | 6,858                    |
| Property insurance                                | 134,182                  | 132,995                     | 39,377                             | 11,426                             | 20,705                           | 21,190                                 | 6,157                                 | 8,411                                 | 22,638                                       | 3,091            | -                        |
| General Liability                                 | 45,782                   | 41,321                      | 14,447                             | 5,163                              | 3,614                            | 5,814                                  | 2,032                                 | 4,066                                 | 5,340  | 845              | -                        |
| Fidelity Insurance                                | 1,951                    | 2,094                       | 661                                | 254                                | 178                              | 254                                    | 127                                   | 254                                   | 254  | 110              | -                        |
| Umbrella Policy                                   | 25,091                   | 63,090                      | 22,058                             | 7,883                              | 5,518                            | 8,877                                  | 3,103                                 | 6,208                                 | 8,153  | 1,290            | -                        |
| Broker Fees                                       | 18,031                   | 17,165                      | 4,938                              | 1,580                              | 2,235                            | 2,537                                  | 804                                   | 1,237                                 | 2,626  | 623              | 583                      |
| PILOT   | 78,000                   | 79,987                      | 22,496                             | 9,275                              | 8,822                            | 10,928                                 | 1,618                                 | 21,833                                | 7,015  | -                | -                        |
| Employee Benefits-not maint                       | 443,669                  | 557,817                     | 117,934                            | 57,904                             | 37,987                           | 32,380                                 | 22,318                                | 31,232                                | 59,524                                       | 193,819          | 4,719                    |
| Employee Benefits-Maintenance                     | 225,141                  | 254,411                     | 44,956                             | 26,077                             | 20,000                           | 40,961                                 | 9,567                                 | 12,659                                | 18,707                                       | 1,468            | 80,015                   |
| Collection Loss                                   | 25,976                   | 30,477                      | 3,741                              | 846                                | 6,637                            | 2,849                                  | 1,716                                 | 711                                   | 13,977                                       | -                | -                        |
| Other General Expenses                            |                          |                             |                                    |                                    |                                  |  |                                       |                                       |  |                  |                          |
| <b>Total General Expenses</b>                     | <b>1,174,260</b>         | <b>1,299,123</b>            | <b>289,992</b>                     | <b>130,065</b>                     | <b>111,322</b>                   | <b>138,945</b>                         | <b>51,586</b>                         | <b>93,293</b>                         | <b>148,865</b>                               | <b>210,981</b>   | <b>124,072</b>           |
| <b>Total Routine Expenses</b>                     | <b>3,988,438</b>         | <b>4,182,500</b>            | <b>1,099,437</b>                   | <b>471,181</b>                     | <b>355,038</b>                   | <b>536,638</b>                         | <b>202,977</b>                        | <b>346,021</b>                        | <b>562,512</b>                               | <b>749,507</b>   | <b>(140,812)</b>         |
| <b>Utilities</b>                                  |                          |                             |                                    |                                    |                                  |  |                                       |                                       |  |                  |                          |
| Water   | 277,389                  | 277,624                     | 114,163                            | 36,378                             | 28,397                           | 36,824                                 | 5,670                                 | 16,982                                | 38,074                                       | 1,155            | -                        |
| Electricity                                       | 167,905                  | 167,905                     | 17,096                             | 4,081                              | 5,065                            | 13,801                                 | 35,694                                | 51,952                                | 19,690                                       | 20,526           | -                        |
| Gas   | 45,856                   | 51,564                      | 1,106                              | 242                                | 121                              | 1,922                                  | 17,629                                | 28,695                                | 1,107  | 742              | -                        |
| Wastewater  | 170,277                  | 177,364                     | 63,616                             | 21,354                             | 14,948                           | 22,225                                 | 11,106                                | 21,924                                | 21,640                                       | 552              | -                        |
| <b>Total Utilities Expenses</b>                   | <b>661,427</b>           | <b>674,457</b>              | <b>195,981</b>                     | <b>62,055</b>                      | <b>48,530</b>                    | <b>74,771</b>                          | <b>70,099</b>                         | <b>119,533</b>                        | <b>80,512</b>                                | <b>22,975</b>    | <b>-</b>                 |
| <b>Total Expenses</b>                             | <b>4,649,865</b>         |                             | <b>1,295,419</b>                   | <b>533,236</b>                     | <b>403,569</b>                   | <b>611,410</b>                         | <b>273,076</b>                        | <b>465,554</b>                        | <b>643,024</b>                               | <b>772,482</b>   | <b>(140,812)</b>         |
| Operating Income (deficit)                        | 520,500                  | 5,155,247                   | 234,960                            | 196,450                            | 175,839                          | 90,834                                 | (13,001)                              | 76,002                                | 151,734                                      | (755,339)        | 140,812                  |
| Extraordinary maintenance                         | (417,272)                | -                           | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -                | -                        |
| Management Fees                                   | -                        | -                           | -                                  | -                                  | -                                | -                                      | -                                     | -                                     | -  | -                | -                        |
| Management fees (@ \$61.2 PUM)                    | -                        | -                           | (172,878)                          | (72,706)                           | (50,894)                         | (72,706)                               | (36,353)                              | (72,706)                              | (72,706)                                     | 550,947          | -                        |
| Bookkeeping fees (@ \$7.50 PUM)                   | -                        | -                           | (21,186)                           | (8,910)                            | (6,237)                          | (8,910)                                | (4,455)                               | (8,910)                               | (8,910)                                      | 67,518           | -                        |
| Asset Mgmt fees (@ \$10.00 PUM)                   | -                        | -                           | (28,560)                           | (12,000)                           | (8,400)                          | (12,000)                               | (6,000)                               | (12,000)                              | (12,000)                                     | 90,960           | -                        |
| <b>(Deficit)/Residual Receipt-PH operations</b>   | <b>103,228</b>           | <b>298,290</b>              | <b>12,336</b>                      | <b>102,835</b>                     | <b>110,308</b>                   | <b>(2,782)</b>                         | <b>(59,809)</b>                       | <b>(17,614)</b>                       | <b>58,118</b>                                | <b>(45,914)</b>  | <b>140,812</b>           |
| PREVIOUS CAPITAL FUND ELIGIBLE ITEMS:             |                          |                             |                                    |                                    |                                  |  |                                       |                                       |  |                  |                          |
| Mod admin fee income                              | 190,000                  | 239,919                     |                                    |                                    |                                  |  |                                       |                                       |  | 239,919          |                          |
| Mod salaries                                      | (186,462)                | (200,340)                   |                                    |                                    |                                  |  |                                       |                                       |  | (200,340)        |                          |
| Mod Benefits                                      | (64,894)                 | (87,018)                    |                                    |                                    |                                  |  |                                       |                                       |  | (87,018)         |                          |
| Mod W/C   | (2,485)                  | (2,072)                     |                                    |                                    |                                  |  |                                       |                                       |  | (2,072)          |                          |
| Mod Operations                                    | (6,150)                  | (6,150)                     |                                    |                                    |                                  |  |                                       |                                       |  | (6,150)          |                          |
| Mod Mgmt Improvements                             | (15,948)                 | (15,948)                    |                                    |                                    |                                  |  |                                       |                                       |  | (15,948)         |                          |
| Computer Hardware                                 | (17,289)                 | (17,289)                    |                                    |                                    |                                  |  |                                       |                                       |  | (17,289)         |                          |
| <b>(Deficit)/Residual Receipt-including Capit</b> | <b>(0)</b>               | <b>209,392</b>              | <b>12,336</b>                      | <b>102,835</b>                     | <b>110,308</b>                   | <b>(2,782)</b>                         | <b>(59,809)</b>                       | <b>(17,614)</b>                       | <b>58,118</b>                                | <b>(134,812)</b> | <b>140,812</b>           |

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