



Meeting Date: June/16/2009

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-6

Reviewed By: City Manager

City Attorney

Finance

Other

**DATE:** June 16, 2009**TO:** Housing Authority Commission**FROM:** William E. Wilkins, Housing Director  
Housing Department**SUBJECT:** Low Rent Public Housing Budget for Fiscal Year 2010

## RECOMMENDATION

That the Board of Commissioners of the Housing Authority of the City of Oxnard adopt a resolution approving and adopting the recommended \$7,057,101 operating budget for the Low Rent Public Housing program ("LRPH") for fiscal year 2010, as presented by project.

## DISCUSSION

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 Central Office Cost Center ("COCC") is \$7,057,101. The operating budgets, if adopted as recommended, would result in a collective \$203,194 residual receipt.

The public housing program continues to be subject to asset management regulations in fiscal year 2010 and therefore 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").

For fiscal year 2010, staff projected that overall rental income will increase by \$295,616 over last year's rent projection. This was, primarily, due to the prior year anticipating a decrease in units from the 31-1 redevelopment project. No reduction in units was factored in for the current year.

Additionally, 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 2009 will be prorated to 88% of eligibility, but the funding level for calendar year 2010 is still unknown, so staff has projected the same funding level as 2009 for budget purposes. Under the new formula for calculating subsidy, the OHA is eligible to receive approximately \$1,600,000 for all units. At 88% of the total eligibility for the year, this translates into \$1,412,979 in operating subsidy, an increase of \$291,865 over the previous years budgeted subsidy.

The COCC operates on HUD determined fee revenue generated from the projects including a management fee, a bookkeeping fee, and an asset management fee. Also included in the fee revenue to the COCC is a concept termed "fee-for-service" which is guided by HUD regulation. Under this

arrangement, for certain specialized services where providing dedicated staff to each project is not practical, a centralized service is available to the projects, charged only as they are used (i.e. higher level carpentry, electrical, plumbing, etc.). Since these fees are classified as expenses to the projects and income to the COCC, on audited financial statements the income and expense for these items would be zeroed out so as not to be double counted. On this budget document, however, they are shown both places to clearly present the entire budget for each project and the COCC.

On the expense side, the majority of line items have remain approximate to prior year's budget, adjusted to bring the budget closer to anticipated actual expenses and to fully incorporate the fee-for-service arrangement into the project budgets. The major components of administrative expenses include the HUD approved fees charged to the project for the COCC and administrative salaries which have been increased by approximately \$100,000 strictly due to the reassignment of staff within the OHA to public housing program.

Under maintenance material and contract expenses, the noteworthy items include proposals for the 31-1 project (Colonia Village) to replace all unit refrigerator and stoves for approximately \$185,000 to improve energy efficiency as well as update very old appliances; increase in vacant turnaround expense to cover increasing costs in preparing vacant units for leasing as a result of the age of the units to a total of \$100,000. The 31-2 project (Felicia Court) proposes to paint many of the unit interiors for approximately \$75,000 in materials and contract costs. The 31-3 (Colonia Road) proposes to install parking curbs and upgrade common area grounds.

Lastly, under asset purchases, it is proposed to replace 3 maintenance vehicles that are more than 10 years old and in poor working condition. The vehicles would be utilized in projects 31-1, 31-2, 31-4 and 31-7.

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

## **FINANCIAL IMPACT**

It is anticipated that the proposed operating budget will result in an overall residual receipt for the year ending June 30, 2010.

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 2010**

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared Low Rent Public Housing Program Operating Budgets totaling \$7,057,101 for the fiscal year 2010; 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 2010 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 2010 totaling \$7,057,101 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 16th day of June 2009, by the following vote:

AYES:

NOES:

ABSENT:

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Dr. Thomas E. Holden, Chairman

Fiscal Year 2010 LRPH Budget  
Resolution  
Page Two

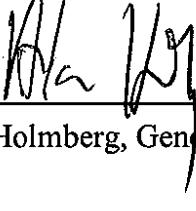
ATTEST:

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Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:

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Alan Holmberg, General Counsel

Attachment #1  
Page 2 of 2

**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: 07/01/2009 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

- |   |                   |
|---|-------------------|
| <input checked="" type="checkbox"/> Operating Budget approved by Board resolution on:   | <u>06/16/2009</u> |
| <input type="checkbox"/> Operating Budget submitted to HUD, if applicable, on:          | _____             |
| <input type="checkbox"/> Operating Budget revision approved by Board resolution on:     | _____             |
| <input type="checkbox"/> 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:  <b>Dr. Thomas E. Holden</b>	Signature:	Date:
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**OXNARD HOUSING AUTHORITY  
LRPH PROGRAM - PROJECT BASED  
FY 2010 PROPOSED BUDGET**

	31-1 Colombia Lane C	31-2 Colombia Lane C	31-7 Colombia Lane C	31-5 Paseo de la Valley	31-7 Paseo de la Valley	31-8 Scattered Sites Paseo de la Valley	Central Office TRP Admin	Total Budget
<b>TENANT INCOME</b>								
Rental Income								
Tenant Rent	1,320,060.00	598,349.00	479,904.00	575,840.00	157,725.00	704,035.00	364,125.00	0.00
Total Rental Income	1,320,060.00	598,349.00	479,904.00	575,840.00	157,725.00	704,035.00	364,125.00	0.00
Other Tenant Income								4,200,038.00
Laundry and Vending	0.00	0.00	0.00	0.00	1,710.00	0.00	5,993.00	0.00
Cleaning Fee	4,369.00	368.00	968.00	581.00	947.00	6,858.00	1,702.00	7,703.00
Total Other Tenant Income	4,369.00	368.00	968.00	581.00	2,657.00	6,858.00	7,695.00	15,793.00
<b>NET TENANT INCOME</b>	<b>1,324,429.00</b>	<b>598,717.00</b>	<b>480,872.00</b>	<b>576,421.00</b>	<b>160,382.00</b>	<b>710,893.00</b>	<b>371,820.00</b>	<b>23,496.00</b>
<b>GRANT INCOME</b>								
HUD PHA Operating Grants/Subsidy	496,886.00	154,026.00	159,329.00	132,397.00	116,177.00	147,793.00	206,371.00	0.00
<b>TOTAL GRANT INCOME</b>	<b>496,886.00</b>	<b>154,026.00</b>	<b>159,329.00</b>	<b>132,397.00</b>	<b>116,177.00</b>	<b>147,793.00</b>	<b>206,371.00</b>	<b>0.00</b>
<b>OTHER INCOME</b>								
Investment Income - Unrestricted	4,664.00	1,714.00	1,882.00	1,706.00	388.00	1,543.00	1,765.00	8,980.00
Management Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,642.00
Non-Dwelling Rental Income	0.00	0.00	0.00	43,920.00	0.00	0.00	0.00	1,532,220.00
<b>TOTAL OTHER INCOME</b>	<b>4,664.00</b>	<b>1,714.00</b>	<b>1,882.00</b>	<b>45,626.00</b>	<b>388.00</b>	<b>1,543.00</b>	<b>1,765.00</b>	<b>25,000.00</b>
<b>TOTAL INCOME</b>	<b>1,825,979.00</b>	<b>754,457.00</b>	<b>642,083.00</b>	<b>754,444.00</b>	<b>276,947.00</b>	<b>860,229.00</b>	<b>579,956.00</b>	<b>1,566,200.00</b>
<b>EXPENSES</b>								
<b>ADMINISTRATIVE</b>								
Administrative Salaries								
Administrative Salaries	207,415.00	112,610.00	77,880.00	87,780.00	48,374.00	110,552.00	61,269.00	670,380.00
Add'l Compensation - OT	2,514.00	276.00	204.00	534.00	177.00	440.00	312.00	1,817.00
Employee Benefit Contribution-Admin	75,363.00	50,312.00	34,497.00	44,163.00	22,534.00	55,441.00	28,022.00	274,516.00
Total Administrative Salaries	285,292.00	163,198.00	112,581.00	132,477.00	71,085.00	166,433.00	89,603.00	584,848.00
Legal Expense								
Court Costs	0.00	0.00	0.00	250.00	0.00	250.00	0.00	0.00
Tenant Screening	9,248.00	3,557.00	2,491.00	3,735.00	1,781.00	3,741.00	3,557.00	0.00
Total Legal Expense	9,248.00	3,557.00	2,491.00	3,985.00	1,781.00	3,991.00	3,557.00	0.00
Other Admin Expenses								
Staff Training	260.00	890.00	610.00	7,500.00	170.00	7,500.00	330.00	2,063.00
Travel	200.00	655.00	351.00	5,000.00	126.00	5,000.00	128.00	1,915.00
Auditing Fees	4,626.00	1,780.00	1,247.00	1,780.00	891.00	1,781.00	1,780.00	13,375.00
Management Fee	194,891.00	74,958.00	52,471.00	74,958.00	37,479.00	74,959.00	74,958.00	16,706.00
Asset Management Fees	31,200.00	12,000.00	8,400.00	12,000.00	6,000.00	12,000.00	12,000.00	584,674.00
Bookkeeping Fees	22,932.00	8,820.00	6,174.00	8,820.00	4,410.00	8,819.00	8,820.00	93,600.00
Total Other Admin Expenses	254,109.00	99,103.00	69,253.00	110,058.00	49,076.00	110,059.00	98,016.00	68,795.00
Miscellaneous Admin Expenses								

**OXNARD HOUSING AUTHORITY  
LRPH PROGRAM - PROJECT BASED  
FY 2010 PROPOSED BUDGET**

	31-1 Colonial C.	31-2 Colony Rd.	31-3 Colony Rd. Vacant	31-4 Pavilions Rd.	31-5 Satellite Rd.	31-7 Main Visas Rd.	Central Office Rd.	Total Admin Budget
<b>Membership and Fees</b>	68.00	37.00	26.00	32.00	20.00	33.00	41.00	1,117.00
Publications	421.00	18.00	13.00	18.00	6.00	18.00	11.00	575.00
Advertising	522.00	201.00	141.00	201.00	146.00	200.00	293.00	406.00
Office Supplies	1,432.00	452.00	1,022.00	1,042.00	102.00	541.00	205.00	2,110.00
Fuel-Administrative	810.00	346.00	205.00	220.00	349.00	565.00	404.00	7,244.00
City Overhead	9,945.00	5,167.00	3,882.00	4,983.00	1,980.00	5,793.00	2,953.00	4,636.00
Telephone	7,854.00	2,921.00	2,102.00	3,677.00	4,632.00	4,364.00	6,606.00	40,275.00
Postage	4,391.00	1,565.00	1,268.00	2,468.00	528.00	2,337.00	1,041.00	47,978.00
Paper	534.00	194.00	136.00	198.00	97.00	200.00	194.00	2,165.00
Copiers	2,509.00	998.00	374.00	2,558.00	142.00	1,348.00	332.00	13,053.00
Printer Supplies/Services	2,050.00	931.00	649.00	1,214.00	289.00	1,215.00	559.00	8,205.00
Internet	750.00	289.00	202.00	1,674.00	0.00	1,675.00	0.00	5,623.00
Software Fees	579.00	210.00	147.00	209.00	117.00	209.00	160.00	3,954.00
Cell Phones/Pagers	1,867.00	1,414.00	839.00	604.00	592.00	1,767.00	854.00	13,659.00
Small Office Equipment	2,121.00	553.00	1,500.00	1,000.00	98.00	197.00	197.00	8,689.00
Other Misc Admin Expenses	3,550.00	843.00	590.00	815.00	462.00	822.00	839.00	12,175.00
Storage	200.00	700.00	500.00	20.00	0.00	19.00	19.00	303.00
Total Miscellaneous Admin Expenses	39,603.00	16,839.00	13,596.00	20,933.00	9,560.00	21,303.00	14,708.00	1,761.00
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>588,252.00</b>	<b>282,697.00</b>	<b>197,921.00</b>	<b>267,453.00</b>	<b>131,502.00</b>	<b>301,786.00</b>	<b>205,884.00</b>	<b>225,447.00</b>
<b>TENANT SERVICES</b>								
Resident Council	5,180.00	1,980.00	1,400.00	1,960.00	1,000.00	2,000.00	2,000.00	0.00
Other Tenant Svcs.	2,253.00	983.00	716.00	447.00	0.00	789.00	0.00	0.00
Tenant Services Contract Costs	4,441.00	1,708.00	1,196.00	3,600.00	2,400.00	3,600.00	2,400.00	0.00
Tenant Beautification	480.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL TENANT SERVICES EXPENSES</b>	<b>12,354.00</b>	<b>4,671.00</b>	<b>3,312.00</b>	<b>6,007.00</b>	<b>3,400.00</b>	<b>6,389.00</b>	<b>4,400.00</b>	<b>0.00</b>
<b>UTILITIES</b>								
Water	134,511.00	40,699.00	30,675.00	43,841.00	6,036.00	42,158.00	18,490.00	992.00
Electricity	16,751.00	4,144.00	5,138.00	14,765.00	31,663.00	19,583.00	48,259.00	18,556.00
Electricity-Vacant Units	105.00	32.00	10.00	40.00	0.00	134.00	0.00	0.00
Gas	732.00	140.00	98.00	1,651.00	14,806.00	781.00	20,104.00	458.00
Gas-Vacant Units	299.00	35.00	68.00	58.00	0.00	116.00	0.00	38,770.00
Garbage/Trash Removal	86,693.00	27,624.00	35,802.00	38,920.00	4,754.00	37,102.00	9,739.00	0.00
Dump Expense	1,936.00	657.00	446.00	200.00	37.00	200.00	0.00	2,028.00
Sewer	65,244.00	21,982.00	15,387.00	23,010.00	10,891.00	23,181.00	148.00	3,624.00
<b>TOTAL UTILITY EXPENSES</b>	<b>306,271.00</b>	<b>95,313.00</b>	<b>87,624.00</b>	<b>122,485.00</b>	<b>68,187.00</b>	<b>123,255.00</b>	<b>118,357.00</b>	<b>22,790.00</b>
<b>MAINTENANCE AND OPERATIONS</b>								
General Maint Expense								
Maintenance Salaries	84,655.00	29,561.00	20,667.00	40,186.00	16,523.00	45,643.00	26,995.00	257,944.00
Maintenance Labor-Grounds	40,853.00	24,171.00	27,390.00	52,296.00	3,116.00	27,446.00	13,780.00	10,679.00
Maint-On Call Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	199,731.00
Maintenance - Temporary Labor	0.00	7,000.00	5,000.00	0.00	0.00	0.00	0.00	7,253.00
								12,000.00

**OXNARD HOUSING AUTHORITY  
LRPH PROGRAM - PROJECT BASED  
FY 2010 PROPOSED BUDGET**

	31-1 Costs	31-2 Salaries	31-3 Coloards	31-4 Pavilions	31-5 Scattered Sites	31-7 Palm Valley	31-8 Palm Vista	Central Office TRPH Admin.	Total Budget
Maintenance OT	497.00	1,296.00	40.00	4,052.00	275.00	3,280.00	639.00	37,989.00	48,068.00
Grounds - OT	3,830.00	3,960.00	1,012.00	191.00	0.00	1,204.00	0.00	0.00	10,197.00
Employee Benefits Contribution-Maint.	44,177.00	18,418.00	22,047.00	41,419.00	7,852.00	24,579.00	13,967.00	79,245.00	251,704.00
Maintenance Uniforms	1,139.00	735.00	413.00	510.00	206.00	797.00	353.00	1,672.00	5,825.00
Vehicle Gas, Oil, Grease	3,912.00	1,601.00	927.00	1,531.00	593.00	2,639.00	1,246.00	5,900.00	18,349.00
Total General Maint Expense	179,063.00	86,742.00	77,496.00	140,185.00	28,555.00	105,588.00	56,980.00	400,682.00	1,075,301.00
Materials									
Supplies-Paint	6,438.00	16,505.00	7,280.00	1,822.00	752.00	2,445.00	273.00	2,235.00	37,750.00
Supplies-Grounds	4,260.00	551.00	28,753.00	1,315.00	0.00	643.00	88.00	2,512.00	38,122.00
Supplies-Appliance	220,000.00	4,222.00	15,117.00	4,910.00	1,785.00	4,235.00	715.00	579.00	251,567.00
Supplies-Plumbing	15,247.00	8,116.00	3,172.00	10,620.00	1,684.00	11,750.00	1,231.00	54.00	51,874.00
Supplies-Electrical	1,464.00	1,269.00	653.00	2,733.00	479.00	3,526.00	836.00	816.00	11,776.00
Supplies-Building Repairs	5,655.00	1,404.00	432.00	2,484.00	787.00	5,448.00	641.00	3,011.00	19,862.00
Supplies-Windows	381.00	75.00	499.00	1,170.00	0.00	227.00	168.00	0.00	2,520.00
Supplies-Locks	1,504.00	674.00	327.00	331.00	182.00	780.00	1,160.00	500.00	5,458.00
Supplies-Janitorial/Cleaning	3,576.00	817.00	550.00	1,060.00	1,032.00	1,345.00	1,271.00	3,633.00	13,284.00
Supplies-Safety	1,659.00	899.00	396.00	711.00	134.00	533.00	213.00	1,842.00	6,387.00
Tools and Equipment	2,194.00	489.00	332.00	280.00	25.00	80.00	56.00	1,138.00	4,594.00
Grounds Tools and Equipment	2,245.00	681.00	971.00	468.00	0.00	362.00	0.00	0.00	4,727.00
Total Materials	264,623.00	35,702.00	58,482.00	27,904.00	6,864.00	31,374.00	6,652.00	16,320.00	447,921.00
Contract Costs									
Contract-Fire Alarm/Extinguisher	55.00	21.00	15.00	2,051.00	1,625.00	1,272.00	3,600.00	360.00	8,999.00
Contract-Appliance Repair	3,212.00	942.00	740.00	2,091.00	1,275.00	612.00	306.00	0.00	9,178.00
Contract-Building Repairs-Misc FF'S	7,198.00	2,077.00	952.00	8,000.00	3,296.00	19,296.00	4,155.00	1,993.00	46,967.00
Contract-Unit Turnaround	100,000.00	28,743.00	46,048.00	27,000.00	15,507.00	64,598.00	17,421.00	0.00	299,317.00
Contract-Painting	32,220.00	60,209.00	11,545.00	4,000.00	108.00	9,125.00	6,858.00	0.00	124,065.00
Contract-Electrical	6,091.00	1,782.00	1,352.00	3,032.00	4,147.00	5,573.00	1,996.00	1,429.00	25,402.00
Contract-Pest Control	90.00	394.00	120.00	400.00	1,699.00	1,185.00	15,734.00	434.00	20,056.00
Contract-Floor Covering	0.00	0.00	0.00	0.00	1,998.00	0.00	5,494.00	0.00	7,492.00
Contract-Grounds	10,000.00	12,000.00	816.00	0.00	0.00	0.00	0.00	0.00	32,816.00
Contract-Janitorial/Cleaning	18,880.00	3,092.00	2,031.00	8,100.00	18,483.00	6,757.00	20,398.00	1,587.00	79,328.00
Contract-Plumbing	49,145.00	14,903.00	6,395.00	25,000.00	10,110.00	30,655.00	12,791.00	216.00	149,215.00
Contract-HVAC	2,146.00	1,675.00	151.00	932.00	752.00	375.00	1,500.00	5,022.00	12,553.00
Contract-Vehicle Maintenance	2,873.00	1,946.00	1,314.00	1,432.00	604.00	1,559.00	923.00	9,704.00	20,355.00
Contract-Equipment Repair	732.00	327.00	181.00	1,020.00	36.00	965.00	152.00	419.00	3,832.00
Contract-Elevator Maintenance	0.00	0.00	0.00	0.00	7,244.00	0.00	3,786.00	1,686.00	12,716.00
Contract-Alarm Monitoring	3,335.00	844.00	591.00	2,140.00	153.00	1,309.00	204.00	3,275.00	11,851.00
Contract-Tree Trimming	1,552.00	900.00	1,000.00	2,000.00	0.00	1,440.00	0.00	1,250.00	8,142.00
Contract-IT Contracts	9,535.00	3,657.00	2,631.00	4,759.00	726.00	5,203.00	1,392.00	0.00	27,903.00
Contract-Lock Outs	500.00	102.00	0.00	0.00	510.00	102.00	2,661.00	0.00	3,875.00
Contract-Inspections	2,990.00	1,150.00	805.00	1,150.00	575.00	1,150.00	1,150.00	0.00	8,970.00
Total Contract Costs	250,554.00	132,764.00	87,871.00	93,923.00	68,848.00	151,176.00	100,521.00	27,375.00	913,032.00
TOTAL MAINTENANCE EXPENSE	694,240.00	255,208.00	223,849.00	262,012.00	104,277.00	288,138.00	164,153.00	444,377.00	2,436,254.00

Attachment 3  
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**OXNARD HOUSING AUTHORITY  
LRPH PROGRAM - PROJECT BASED  
FY 2010 PROPOSED BUDGET**

	<b>31-1 Colonial/Mc Farland</b>	<b>31-2 Faro</b>	<b>31-3 Colonial And Faro</b>	<b>31-4 Colonial/Mc Farland</b>	<b>31-5 Colonial/Mc Farland</b>	<b>31-7 Colonial/Mc Farland</b>	<b>31-8 Colonial/Mc Farland</b>	<b>Total Office Admin.</b>	<b>Total Budget</b>
<b>GENERAL EXPENSES</b>									
WC Insurance	14,706.00	6,529.00	5,617.00	10,203.00	2,475.00	8,462.00	4,743.00	38,162.00	90,897.00
Auto Insurance	4,371.00	2,441.00	1,297.00	2,128.00	1,210.00	2,903.00	1,950.00	9,350.00	25,650.00
Property Insurance	38,785.00	11,228.00	20,331.00	20,768.00	6,114.00	22,291.00	8,327.00	2,994.00	130,838.00
General Liability Insurance	14,257.00	5,165.00	3,616.00	5,694.00	2,060.00	5,299.00	4,130.00	682.00	40,903.00
Fidelity	661.00	254.00	178.00	254.00	127.00	256.00	254.00	110.00	2,094.00
City-Umbrella Policy	21,513.00	7,688.00	5,382.00	8,658.00	3,026.00	7,951.00	6,055.00	3,944.00	64,217.00
Broker Fees	5,010.00	1,638.00	2,188.00	2,487.00	820.00	2,653.00	1,264.00	1,125.00	17,185.00
Payments in Lieu of Taxes	22,496.00	9,275.00	6,822.00	10,928.00	1,618.00	7,015.00	21,833.00	0.00	79,987.00
Bad Debt-Tenant Rents	963.00	280.00	1,419.00	5,786.00	1,368.00	4,876.00	833.00	0.00	15,525.00
<b>TOTAL GENERAL EXPENSES</b>	<b>122,762.00</b>	<b>44,498.00</b>	<b>46,850.00</b>	<b>66,906.00</b>	<b>18,818.00</b>	<b>61,706.00</b>	<b>49,389.00</b>	<b>56,367.00</b>	<b>467,296.00</b>
Asset Purchases	48,500.00	12,000.00	0.00	22,500.00	0.00	22,500.00	0.00	0.00	105,500.00
<b>NON OPERATING EXPENSE</b>	<b>48,500.00</b>	<b>12,000.00</b>	<b>0.00</b>	<b>22,500.00</b>	<b>0.00</b>	<b>22,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>105,500.00</b>
<b>HOUSING ASSISTANCE PAYMENTS</b>									
FSS Escrow Payments	6,252.00	9,648.00	16,992.00	1,524.00	0.00	10,152.00	0.00	0.00	44,568.00
PH Tenant URP	84.00	276.00	0.00	396.00	0.00	0.00	0.00	0.00	756.00
<b>TOTAL HOUSING ASSISTANCE PAYMENTS</b>	<b>6,336.00</b>	<b>9,924.00</b>	<b>16,992.00</b>	<b>1,920.00</b>	<b>0.00</b>	<b>10,152.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45,324.00</b>
<b>TOTAL EXPENSES</b>	<b>1,778,715.00</b>	<b>704,311.00</b>	<b>576,548.00</b>	<b>749,283.00</b>	<b>326,184.00</b>	<b>813,926.00</b>	<b>542,183.00</b>	<b>1,565,951.00</b>	<b>7,057,101.00</b>
<b>NET INCOME</b>	<b>47,264.00</b>	<b>50,146.00</b>	<b>65,535.00</b>	<b>5,161.00</b>	<b>-49,237.00</b>	<b>46,303.00</b>	<b>37,773.00</b>	<b>249.00</b>	<b>203,194.00</b>