



Meeting Date: 11 / 27 / 12

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-13

Reviewed By: City Manager *MMH*

City Attorney *AV*

Finance *RTM for CS*

Other (Specify)

DATE: November 13, 2012

TO: Housing Authority Board of Commissioners

FROM: William E. Wilkins, Housing Director
Housing Authority

SUBJECT: Low Rent Public Housing Budget Revision for Fiscal Year 2013

RECOMMENDATION

That the Board of Commissioners of the Housing Authority of the City of Oxnard (“Authority”):

- 1.) Adopt a resolution approving and adopting a revision to the Low Rent Public Housing program (“LRPH”) budget for fiscal year 2013; and
- 2.) Approve and authorize the use of \$232,680 of operational reserves to fund the additional work items in the LRPB program.

DISCUSSION

On June 19, 2012, the Board of Commissioners adopted a \$7,188,940 budget for the LRPB program for the 780 units owned and operated by the Authority. Subsequent to the budget process, a few matters arose that require additional budget appropriation to address.

The first item is the rehabilitation of the elevator at 435 South D Street. After issues with reliability, staff obtained a full review of the systems. The review revealed that most of the systems operating the elevator were over 30 years old and repair would be infeasible. The cost to rehab the elevator will be \$66,045. Additionally, \$12,635 is required to complete the installation of a new security system at this building. The funding for both projects would come from Central Office operating reserves.

Lastly is the funding for necessary repairs to units in the 31-1 project area, also known as “The Courts”. Several units in the project area 31-1 required repairs to address some areas of concern noted by residents. The OHA contracted an independent inspection group to identify items requiring repair in all 260 units. Based upon that inspection, it was determined that there were three main areas requiring repair – doors/weather stripping, roofing and interior painting. The total cost is anticipated to be \$154,000 to address these items in all units with noted deficiencies. The funding for this project would be from project reserves.

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FINANCIAL IMPACT

The overall LRPH budget would increase from \$7,188,940 to \$7,421,620, but the total net income for the overall Public Housing program would remain unchanged. Current reserves for the 31-1 project area are \$634,162. Project reserves for the Central Office Cost Center are \$1,190,860.

CS

Attachment: Housing Authority Resolution

HOUSING AUTHORITY OF THE CITY OF OXNARD
RESOLUTION NO.

**RESOLUTION APPROVING AND ADOPTING A REVISION TO THE LOW RENT
PUBLIC HOUSING PROGRAM OPERATING BUDGET FOR FISCAL YEAR 2013**

WHEREAS, the Housing Authority of the City of Oxnard (Authority) has prepared a revision to the Low Rent Public Housing Program Operating Budgets now totaling \$7,421,620 for the fiscal year 2013; 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 2013 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 Budgets) for the fiscal year 2013 totaling \$7,421,620 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 Budgets are serving in a variety of positions which will exceed 100% allocation of his/her time.

APPROVED AND ADOPTED this 27th day of November 2012, by the following vote:

AYES:
NOES:
ABSENT:

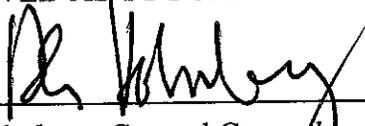
Dr. Thomas E. Holden, Chairman

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ATTEST:

Daniel Martinez, Secretary Designate

APPROVED AS TO FORM:



Alan Holmberg, General Counsel