



Stanislaus Regional Housing Authority

ALPINE | AMADOR | CALAVERAS | INYO | MARIPOSA
MONO | STANISLAUS | TUOLUMNE COUNTIES

DATE: July 27, 2020
TO: Board of Commissioners
FROM: Barbara S. Kauss, Executive Director
SUBJECT: Action Item #6: Proposed Local Budget
PREPARED BY: Linh Luong, Director of Finance
RESOLUTION NO. 19-20-33

RECOMMENDATION

After review and discussion, staff recommends the Board of Commissioners adopt the attached resolution approving the Local Account budget for fiscal year 2020-2021.

SUMMARY

The 2020-2021 Fiscal Year Budget was prepared with the following assumptions:

1. The interest rate for investment returns for all programs is .9% for fiscal year 2020-2021.
2. The administrative salary is to pay for staff time in housing management, finance, and administration. The management fee earned from Small Programs and Riverbank Housing Authority are paying for this expense.
3. Other Administrative Expense, Maintenance Materials and Contract Costs are estimated using the actual cost for last 12 months, and the inflation factor used in estimating the budget proposal is 4%.
4. Fringe Benefits- PERS Retirement expense estimate is 12.4%.
5. Insurance - The rate for workers' compensation decrease for 2020-2021 fiscal year.
6. Employee benefits included employee wellness program.

The total revenue increased by \$14,110 or 1.71% due to increases in other receipts and offset by lower interest income. The total expenditures increased by \$21,180 or 2.6%. This is due to increases in administrative expense, maintenance expense, special assessment and offset by a decrease in insurance expense. This budget has \$2,150 projected to go to reserve.



ATTACHMENTS

1. Proposed Local Account Budget
2. Resolution 19-20-33

**LOCAL
BUDGET COMPARISON
2020 VS. 2021**

LINE #	ITEM	BUDGET	BUDGET	BUDGET VS.	DIFF. %	COMMENTS
		2019-2020	2020-2021	BUDGET		
		LOCAL	LOCAL	DIFF.		
	OPERATING RECEIPTS					
1	INTEREST	\$32,170	\$24,320	-\$7,850	-24.40%	Decrease in interest rate
2	OTHER RECEIPTS	\$792,370	\$814,330	\$21,960	2.77%	Increase in management fee earned and fee collected for Riverbank HA staffing
3	TOTAL OPERATING REC.	\$824,540	\$838,650	\$14,110	1.71%	
4	TOTAL RECEIPTS	\$824,540	\$838,650	\$14,110	1.71%	
	OPERATING EXPENDITURES					
	ADMINISTRATION:					
5	SALARIES	\$441,910	\$451,850	\$9,940	2.25%	Increase is due to merit increases in 2020-2021 and Proposed 2% COLA 2019-20
6	EMPLOYEE BENEFIT	\$193,850	\$203,060	\$9,210	4.75%	Increase is due to salary changes per above, increase employer PERS contribution, retirees medical and increase in payroll taxes
7	OTHER ADMIN. EXP.	\$36,850	\$37,960	\$1,110	3.01%	Increase in legal expense
8	TOTAL ADMIN. EXP.	\$672,610	\$692,870	\$20,260	3.01%	
	ORDINARY MAINTENANCE:					
9	LABOR	\$49,040	\$50,020	\$980	2.00%	Increase is due to merit increases in 2019-2020
10	EMPLOYEE BENEFIT	\$21,110	\$22,040	\$930	4.41%	Increase is due to salary changes per above, increase employer PERS contribution, and increase in payroll taxes
11	MATERIALS	\$3,280	\$3,390	\$110	3.35%	Increase in expense over the last 12 months of operations
12	CONTRACT COSTS	\$16,300	\$16,920	\$620	3.80%	Increase in expense over the last 12 months of operations
13	TOTAL ORDINARY MAINT.	\$89,730	\$92,370	\$2,640	2.94%	
	GENERAL EXPENSE:					
14	INSURANCE	\$28,500	\$25,820	-\$2,680	-9.40%	Decrease in Workers' Compensation
15	SPECIAL ASSESSMENT	\$18,380	\$19,340	\$960	5.22%	Increase due to property tax for Foothill Terrace, Calaveras
16	TOTAL GENERAL EXPENSES	\$46,880	\$45,160	-\$1,720	-3.67%	
	TOTAL ROUTINE EXPENSES	\$809,320	\$830,500	\$21,180	2.62%	
	NONROUTINE MAINTENANCE:					
17	EXTRAORDINARY MAINT.	\$0	\$0	\$0	0.00%	
	CAPITAL EXPENDITURES					
18	REPLACEMENT EQUIPMENT	\$0	\$0	\$0	0.00%	
19	PROPERTY BETTERMENTS	\$0	\$0	\$0	0.00%	
20	TOTAL CAPITAL EXPEND.	\$0	\$0	\$0	0.00%	
21	CONTINGENY	\$6,000	\$6,000	\$0	100.00%	
22	TOTAL EXPENDITURES	\$815,320	\$836,500	\$21,180	2.60%	
23	GAIN OR LOSS	\$9,220	\$2,150			



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RESOLUTION NO. 19-20-33

RESOLUTION APPROVING THE HOUSING AUTHORITY OF THE COUNTY OF STANISLAUS LOCAL ACCOUNT BUDGET FOR FISCAL YEAR 2020/2021

WHEREAS, the Housing Authority of the County of Stanislaus is administering and will continue to administer Local Account (also referred to as Management Account); and

WHEREAS, it is necessary in the operation of said program that Local Account Budget, therefore, be approved and adopted; and

WHEREAS, the budget has been prepared for said project.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Stanislaus, that

1. That proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families.
2. That the financial plan is reasonable in that:
 - a. It indicates a source of funding adequate to cover all proposed expenditures.
 - b. It does not provide for funding in excess of income.
3. That all proposed charges and expenditures will be consistent with provisions of State and Local law.
4. That the Local Account Budget as herein designated be, and the same is hereby ratified, confirmed and approved.
5. That said Local Account Budget is filed in the office of the Housing Authority of the County of Stanislaus and is more particularly identified as follows:

TERM	PROGRAM	AMOUNT
10/1/2020 thru 9/30/2021	Local Account	\$836,500



DULY AND REGULARLY ADOPTED by the Board of Commissioners of the Stanislaus Regional Housing Authority this 27th day of July 2020

On motion of Commissioner __, seconded by Commissioner _____, and on the following roll call vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Approved: _____
Chairperson

Attest: _____
Secretary