

PASSE

IN THE BOARD OF COMMISSIONERS OF THE  
HOUSING AND COMMUNITY SERVICES AGENCY  
OF LANE COUNTY, OREGON

ORDER NO.  
08-9-24-1H

) IN THE MATTER OF ADOPTING THE  
) 2008/2009 BUDGET AND  
) MAKING APPROPRIATIONS

WHEREAS, it is necessary for the Board to adopt a 2008/2009 fiscal year budget for the Housing And Community Services Agency of Lane County, Oregon; and

WHEREAS, the HACSA Executive Director has recommended approval of the proposed HACSA budget for the 2008/2009 fiscal year; and

WHEREAS, the Board having fully considered the Executive Director's recommendation, NOW, THEREFORE, IT IS HEREBY

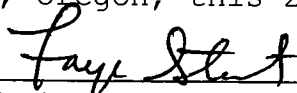
ORDERED, that the 2008/2009 fiscal year budget for the Housing And Community Services Agency of Lane County, Oregon, as set forth below, is hereby adopted; and

FURTHER ORDERED, that the amounts for the fiscal year beginning October 1, 2008, and for the purposes shown below, are hereby appropriated:

GENERAL FUND

Community Services Division	\$ 7,543,000
Housing Division	6,067,000
Section 8 Division	<u>15,815,000</u>
Total	<u>\$29,425,000</u>

ADOPTED, by the Housing And Community Services Agency of Lane County, Oregon, this 24th day of September, 2008.



Chairperson, HACSA Board of Commissioners

IN THE MATTER OF ADOPTING THE 2008/2009 BUDGET AND MAKING APPROPRIATIONS

APPROVED AS TO FORM

Date 9/11/08 Lane County



GENERAL COUNSEL

Housing and Community Services  
 10/2/89 9:30  
 Site 1000

(All amounts rounded to the nearest \$100)

AVP	AVP	AVP	AVP	AVP	AVP	TOTAL
600	400	400	500	600	600	
30	214	130	150	90	94	708
2	1	2	1	0	1	7
28	213	126	148	89	92	696
93%	100%	97%	99%	99%	98%	98%

\$ 41,400	\$ 377,000	\$ 257,700	\$ 384,100	\$ 199,900	\$ 179,900	\$ 1,440,000
700	5,000	3,100	3,500	2,100	2,200	16,600
2,000	24,000	29,000	10,700	7,900	7,100	80,700
90,300	535,000	308,300	285,200	211,000	185,000	1,614,800
700	5,000	3,000	3,500	2,100	2,200	16,500
\$ 137,100	\$ 946,000	\$ 607,100	\$ 697,100	\$ 425,000	\$ 376,400	\$ 3,169,600

\$ 10,100	\$ 85,600	\$ 52,900	\$ 60,600	\$ 38,300	\$ 38,500	\$ 286,000
6,400	55,300	35,200	38,700	24,500	24,800	184,900
100	200	200	100	200	200	1,000
500	400	400	1,600	200	1,100	4,200
600	3,600	2,300	2,000	1,700	1,800	12,000
400	300	300	200	100	200	1,500
15,000	114,100	66,700	79,400	47,500	48,800	371,500
2,500	19,100	11,200	13,300	8,000	8,200	62,300
500	8,100	2,300	4,000	1,900	900	17,700
1,900	6,000	3,000	6,100	3,400	3,400	23,800
100	100	100	100	100	100	600
100	200	200	1,600	200	200	2,500
400	2,500	1,800	700	900	900	7,200
100	500	500	600	400	400	2,500
200	2,300	200	1,400	400	400	4,900
3,300	19,700	8,100	14,500	7,300	6,300	59,200
\$ 298,400	\$ 1,775,000	\$ 1,175,000	\$ 2,104,000	\$ 1,277,000	\$ 1,029,000	\$ 9,822,600

Units	30
Units Vacant	2
Resident Manager Units	1
Total Occupied Units	28
% Occupied	93%

REVENUE	
Dwelling Rentals	41,400
Investment Income	377,000
Other Income	257,700
Operating Subsidy	384,100
Transfer from Capital Fund	199,900
Total Revenue	1,440,000

EXPENSES	
Administrative Salaries	1,010,000
Benefits	85,600
Staff Training	55,300
Travel Expense	35,200
Audit	200
Legal	400
Management Fee	3,600
Bookkeeping Fee	300
Sundry	114,100
Stationery, Copier, Office Supplies	19,100
Telephone	8,100
Postage	6,000
Publications/Dues/Fee	100
Computer Expense	200
Background Checks	1,800
Misc Sundry	500
Total Sundry	2,300
Total Administrative	1,775,000

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\$	1,300	\$	8,900	\$	5,400	\$	6,300	\$	3,800	\$	3,900	\$	29,600
	800		6,000		3,600		4,200		2,500		2,600		19,700
	700		5,300		3,200		3,700		2,200		2,300		17,400
	2,800		20,200		12,200		14,200		8,500		8,900		66,700

\$	-	\$	-	\$	-	\$	98,100	\$	21,400	\$	1,100	\$	120,600
	2,200		1,700		3,200		50,600		8,300		12,300		78,300
	26,700		86,900		11,900		27,400		57,900		39,800		250,600
	29,900		89,600		15,100		77,000		67,600		53,200		449,500

\$	-	\$	124,500	\$	74,200	\$	65,300	\$	38,600	\$	32,700	\$	335,300
	3,000		97,800		57,200		53,500		34,400		26,400		269,300
	6,200		50,000		50,000		16,000		18,000		20,000		157,000
	22,000		76,400		72,400		19,000		19,800		16,900		210,700
	2,000		15,000		13,000		5,000		4,500		7,100		46,600
	-		1,400		-		5,500		1,500		2,800		11,200
	2,500		3,000		3,000		1,500		3,500		2,900		16,400
	-		4,000		-		5,500		14,000		5,400		28,900
	5,000		15,000		25,000		17,000		20,000		16,000		98,000
	-		-		500		7,400		700		9,500		18,100
	-		1,000		-		-		100		1,000		2,100
	100		3,000		2,500		2,300		500		1,100		9,500
	-		1,500		2,500		100		1,500		400		6,000
	2,500		17,000		25,000		16,500		6,200		3,500		70,700
	10,500		325,300		213,600		153,300		145,700		130,900		1,301,900

\$	4,800	\$	9,700	\$	-	\$	2,900	\$	1,000	\$	2,400	\$	20,800
	900		1,700		-		500		200		500		3,800
	5,700		11,400		-		3,400		1,200		2,900		24,600

\$	2,900	\$	18,000	\$	11,000	\$	13,000	\$	8,800	\$	7,900	\$	61,600
	4,100		37,100		24,500		21,400		11,200		12,700		111,000
	1,000		15,000		11,000		1,000		3,800		4,000		35,800
	8,000		70,100		46,500		35,400		23,800		24,600		208,400

\$	3,900	\$	22,100	\$	9,100	\$	12,900	\$	-	\$	-	\$	50,000
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\$	5,000	\$	20,800	\$	6,500	\$	6,900	\$	2,700	\$	2,500	\$	308,600
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\$	2,500	\$	15,900	\$	15,900	\$	10,900	\$	10,900	\$	10,900	\$	5,000
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\$	3,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	3,168,600
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\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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Resident Services Salaries  
Benefits (5%)  
Other  
Total Resident Services

Gas  
Electric  
Water/Sewer  
Total Utilities

Maintenance Salaries  
Benefits  
Materials  
Maintenance Fee for Service  
Maintenance Contract  
Contract Costs  
Cleaning & Painting - Offices  
Elevators  
Vehicle Repairs/Reel Service  
Grounds Maintenance  
Garbage  
Janitorial Service  
Pest Control  
Drain Cleaning  
Carpet Supply & Installation  
All Other  
Total Maintenance

Security Labor  
Permits  
Total Protective Services

Insurance  
PILOT  
Policies - Terminals  
Total General Expenses

Extraordinary Maintenance

Total Expenses, excluding Asset Management

Asset Management

Total Expenses

Cash Flow from Operations

**HACSA**  
**BUDGET FOR CENTRAL OFFICE COST CENTER**  
**October 1, 2008 - September 30, 2009**  
(All amounts rounded to the nearest \$100)

**REVENUE**

Public Housing Management Fees	\$ 371,900
Public Housing Bookkeeping Fees	62,600
Public Housing Asset Management Fee	85,000
Capital Fund Administrative Fee	100,000
ROSS PH Family Self-Sufficiency Grant	65,500
Housing Choice Voucher Program Administrative Fee	339,000
Section 236 and Section 8 New Construction Overhead Reimbursement	126,800
Other Programs Overhead Reimbursement	333,400
Maintenance Fee for Service	210,700
Interest Income	7,900
	7,900
<b>TOTAL REVENUE</b>	<b>\$1,702,800</b>

**EXPENSES**

Administrative Salaries	\$ 844,600
Administrative Employee Benefits	480,100
Audit	500
Legal	500
Staff Training	1,000
Travel	8,200
Computer Expense	12,500
Telephone	9,300
Postage	11,700
Office Expense	16,400
Other	13,200
	13,200
<b>Total Administrative</b>	<b>1,398,000</b>
Water and Sewer	4,300
Electric	22,000
	22,000
<b>Total Utilities</b>	<b>26,300</b>
Maintenance Labor	121,600
Maintenance Employee Benefits	88,400
Materials	3,700
Contracts	56,800
	56,800
<b>Total Maintenance</b>	<b>270,500</b>
Insurance	8,000
	8,000
<b>Total General</b>	<b>8,000</b>
<b>TOTAL EXPENSES</b>	<b>\$1,702,800</b>

**NET CASH FLOW**

**\$ 0**