



To: Board of Commissioners
From: Katherine Harasz, Executive Director
Subject: The Santa Clara County Housing Authority's Operating and Capital Budget for the fiscal year ending June 30, 2019

Approved

A handwritten signature in black ink, appearing to read "Katherine Harasz".

Date

6-21-2018

Recommendation

1. Report on the Housing Authority's Total Projected Sources of Funds by program and type for the fiscal year ending June 30, 2019 (**Attachment A**) and the Two Year Annual Comparison of the FY 2018 and FY 2019 operating budgets (**Attachment B**);
2. Approve the Housing Authority's proposed Operating Budget for the fiscal year ending June 30, 2019 (FY 2019), including the expenditure of funds identified in **Attachment C**;
3. Approve the Housing Authority's proposed Capital Budget for the fiscal year ending June 30, 2019 (FY 2019), including the expenditure of funds identified in **Attachment D**;
4. Approve a delegation of authority to the Executive Director to authorize the use of additional funds to address unbudgeted expenditures of up to five percent (5%) of approved FY 2019 operating expenditures (**Attachment C**), or up to \$1,510,381.31, with the authority to expire August 31, 2019;
5. Approve a delegation of authority to the Executive Director to authorize the use of additional funds to address unbudgeted expenditures of up to ten percent (10%) of approved FY 2019 capital expenditures (**Attachment D**), or up to \$151,740.00, with the authority to expire August 31, 2019; and
6. Direct the Executive Director to continue providing the Board with quarterly reports on budget to actual operating expenditures, fund reserves and cash position.

Strategic Outcome

The reports and recommended actions support our Strategic Plan Goal V, operating in an innovative, financially responsible manner by cost-effectively performing core services, strengthening the Board's capacity to provide leadership and skillful policy guidance, monitoring federal actions to protect and advance the Housing Authority's mission, and attracting, motivating and retaining a skilled and adaptable workforce.

Analysis

Before June 30 of each year, the Board of Commissioners must approve the agency's annual operating and capital budgets effective July 1. The budget includes a projection of the coming fiscal year's operating revenues (grant funds, fees, interest, etc.) and expenditures, including staff, consultant and service contracts, facilities, equipment and supplies.

As explained during the June 7 budget training, today's actions are limited to approval of funds to pay for our agency operations. There is very limited approval of program budget expenditures included in the operating budget (explained below); the lion's share of program funds must be paid in accordance with governing regulations and Board-approved policies. The Board does approve the expenditure of program funds not mandated by program regulations (non-traditional uses of Moving to Work (**MTW**) funds, for example), or otherwise directed by a Board approved policy or delegation of authority.

Budget Overview

The proposed operating budget is a balanced budget based on:

- Calendar Year (**CY**) 2018 appropriated funds for our various voucher programs;
- A conservative projection of federal funds that we anticipate receiving in CY 2019 pursuant to our MTW contract with the Department of Housing and Urban Development (**HUD**), other federal grant funds; and
- Local funds we anticipate earning from our development and asset management activities during FY 2019.

The projected operating expenses reflect that **overall operating costs are just over eight percent (8.2%¹) of our total revenues**, an enviable ratio for government and non-profit organizations alike.

The Housing Authority's proposed operating expenditures are \$30,207,626, which is an increase of \$1,710,495 over last year's budget of \$28,497,131² (**Attachment B**). This increase is primarily attributable to salary increases under our Compensation Plan and some staffing additions (described later in this report).

This year we are presenting capital expenditures separately. In the past they were presented as part of the operating budget. Capital expenditures are different from other operating expenditures because they are subject to different accounting rules (depreciation charged over the life of the asset) and because they are one-time expenditures that create value into future years. Sometimes the proposed capital expenditure also extends into future budget years, and this is reflected in **Attachment D**.

¹ Budgeted Operating Expenditures are \$30,207,626; total agency revenues are projected to be \$368,218,124.

² To provide an apples to apples comparison, the FY 2018 operating budget figure was revised to exclude capital expenditures, which are now budgeted independently of the operating budget. See Attachment C-1.

Revenues

Federal Programs

The Housing Authority's predominant source of funds comes from our contract with HUD under our **MTW** contracts. Our MTW contracts set forth two formulas for calculating the total amount of MTW funds that we are eligible for: one formula provides how our rental assistance or Housing Assistance Payments (**HAP**) will be calculated, and a second formula provides how our administrative fee will be calculated³. This eligibility amount is then prorated (up or down) according to funds actually appropriated by Congress.

We recently learned that our Housing Assistance proration for CY 2018 is 99.745% of eligibility; we have yet to learn our final proration for our CY 2018 MTW administrative fees, so we are assuming 76% of eligibility (HUD is also paying our administrative fees consistent with this proration). For the period of January – June 2019, we are assuming a Housing Assistance proration of 95.3% and an administrative fee proration of 70%.

Why do we project CY 2019 federal revenues so conservatively? Our fiscal stability is the fiscal stability of the vulnerable families we serve. We carefully plan our operating, capital and program expenditures to avoid a repeat of the challenges resulting from the retroactive budget cut we experienced in 2013. The federal revenue landscape continues to be uncertain, but not because there is lack of agreement, instead because federal revenue and expenditure initiatives are not aligned.

The 2017 tax reform package has presumably reduced federal revenues (and caused the value of tax credits to plummet, a primary tool for the development of desperately needed affordable housing). On the other hand, a budget compromise has resulted in one of the highest Section 8 funding prorations in years, and the signs are that it may continue into next year. But increased federal spending combined with reduced federal revenues will ultimately result in an increased national debt, which results in higher interest payments on that debt, and those interest payments must be paid from the same discretionary funds that our program funds come from. The debt ceiling is projected to be exhausted by early 2019, which will require congressional action to resolve. The degree of discord will be informed by the November election results. We will continue to monitor the political outlook in Washington DC and the potential for an abrupt funding decrease, and in the meantime keep our program expenditures calibrated to allow for a cushion as rent increases seem to be continuing.

While our MTW contracts provide separate funding for rental assistance versus administrative fee, as an MTW agency we have the flexibility to combine the funds and use them for authorized purposes under the 1937 Housing Act and as authorized through our HUD-approved MTW Plans (single fund flexibility). Pursuant to Board direction, the Housing Authority staff calculates MTW operating revenues by blending the program and administrative funds. We calculated revenues under a blended

³ Public housing or Section 9 funds are also paid under this contract, but given that we have only four public housing units, this is an immaterial part of our budget.

proration of 98% for the first half of the fiscal year; and 94% for the second half of the fiscal year, yielding an overall 96% proration for FY 2019. In addition, we are recommending use of an additional \$4.9 million in MTW funds to cover our proposed capital and operating costs.

In addition to MTW funds, we receive other federal funds for specialized vouchers, including Veterans Affairs Supportive Housing (**VASH**), Mainstream, Non-Elderly Disabled, Family Unification and Moderate Rehabilitation. We also receive only partial funding for our Resident Opportunities and Self Sufficiency program, formerly Family Self Sufficiency, and so we are proposing to supplement this program and staff cost with our MTW funds.

Last year we thought the revenues for these smaller programs would meet the program and operating costs, but we experienced a \$3.2 million deficit under VASH, which we paid with MTW reserves. This deficit was due to a much higher cost per voucher than what HUD paid under our VASH grant, which became a problem as our All the Way Home campaign succeeded and our overall leasing increased. This year we applied for and received another 115 VASH vouchers, which will provide a buffer for the higher cost of our voucher compared to the cost actually covered by the amount of the grant.

Reserves in these specialized voucher programs will be or are exhausted with this budget. We are carefully monitoring our leasing costs across all programs to ensure that we have sufficient cash and authorized funding to pay for the required operating and program expenditures. In the future, if we experience a program deficit as we did with VASH we will alert the Board.

Local Programs

In addition to federal funds, approximately \$1.8 million in revenues will be earned through our development and asset management activities. In addition, approximately \$1.1 million in MTW funds is needed to fully fund our asset management activities, as permitted by MTW Activity 2012-4, which allows use of MTW funds for preservation of our existing housing portfolio. The Housing Authority's Development team will rely on reserves from prior years.

Expenditures

The majority of the agency's operating expenditures are the recurring cost of salaries and benefits. Our pension and Other Post Employment Benefit obligations are fully funded, meaning under required reporting standards, the funds are projected to be able to cover our current and future retiree obligations.

Personnel

Following our classification and compensation study in 2016/17, we have continued to refine our staffing needs to promote succession planning and division-wide back up for the Assistant Director tier. Our management structure has several tiers: Executive Management; Senior Management; Mid-Management; and Supervisory staff.

This budget has a net increase of four full time employees:

- Director of Administrative Services: An addition to the Executive Management team, this position will provide additional leadership and strategic thinking for Human Resources, Information Technology, Facilities, Procurement and Customer Service (lobby and office assistant support);
- Development Manager: An addition to the development team in the mid-management tier, this position will support the Assistant Director in her division duties in lieu of a supervisory level position that was primarily focused on pending projects;
- Information Technology Manager: Currently vacant, this position is being developed to serve the division in the mid-management tier in lieu of a supervisory level position that was primarily focused on pending projects; and
- Executive Department Management Analyst: An addition to the Executive team to assist with implementation of several agency-wide initiatives (record retention policy, business continuity and disaster recovery planning, adding social media to promotion and outreach).

The Bay Area job market remains as challenging as the rental market. There are a few positions that we have been recruiting for some time, specifically an Assistant Director of Asset Management and Compliance as well as a Housing Policy Manager. The absence of these positions means that the Housing Director is doing more of the day to day operations of the Asset Management team, and the Assistant Director of Policy is doing more of the day to day management of the team of policy analysts. We have tried a few different recruitment strategies and consultants, and will continue to use all of the tools available to us to find qualified candidates to assist us in these areas.

The Classification and Compensation Plan reflects this priority. CalPERS requires that the Board approve a Plan annually which is used to calculate a retiree's pensionable compensation. Approval of the Plan is a separate action item on today's agenda.

Capital Expenditures

A significant part of the proposed capital expenditures relate to our Julian Street office building. Now that we have purchased over six acres of land on East Santa Clara Street, we have the opportunity to design a building that will meet HUD's requirements for the protection of personal information and incorporate technology improvements that will streamline operations and improve customer service. In separate items on today's agenda, staff recommends that the Board take actions to begin the master planning process for the site, a significant step toward creating a new office building to meet the Housing Authority's needs. Nevertheless, we have at least five years in this building, and so we are proposing to replace our legacy voice and messaging system, and make minor renovations to the lobby that will increase privacy for program participants.

Program Expenditures

The budget also includes some planned program expenditures of our non-federal funds (Housing Authority Revenue Account, **HARA**) or of MTW funds under our single fund flexibility:

- \$177,000 in MTW funds are planned to pay for the Resident Opportunities and Self Sufficiency program, formerly Family Self Sufficiency; the federal grant only pays for part of our coordinator and none of LifeSTEP's services;
- \$180,000 in MTW funds are planned for housing search services, a pilot project that we intend to expand to include those that experience a termination of HAP due to inspection failures;
- \$28,114 in HARA funds are proposed for expenditure for Eklund Park; and
- \$25,000 in HARA funds are planned for the STRIVE scholarships.⁴

Status of Reserves

The agency holds over \$60 million in the HARA, which are non-federal reserve funds, \$20 million of which is held to address program contingencies pursuant to the Board's policy. In early June, the Executive Director was required to use \$5 million of these reserve funds to address a cash shortfall resulting from HUD's cash management reconciliation error. This was within the Board's delegation of authority to the Executive Director under the Cash Management and Contingency Reserve Policy; HUD has not released the funds, and we are requesting that the error be corrected as soon as possible.

HUD holds our MTW reserves, and we will continue to track voucher leasing expenditures so we can project and manage available reserves. HUD continues to request permission in appropriation laws to be able to offset MTW reserves, and Congressional appropriation staff continue to reject this language. We are mindful that HUD may attempt to sweep reserves at any time. In August we will advise the Board of current trends in Section 8 leasing and costs as well as development needs, and make recommendations regarding Commissioner requests to adjust the tenant rent payment.

New MTW Advocacy Group

The MTW agencies have for some time represented themselves through a steering committee of MTW Executive Directors. The Steering Committee led the negotiations for the extension of our MTW contracts until Congress ordered HUD to extend our agreements under their existing terms, and they have continued to help us arrive at a consensus opinion on other salient issues before HUD. Needless to say, this work is time consuming and a diversion from their own agency operations. The MTW agencies have now agreed to fund a policy analyst under the umbrella of the Council of Large

⁴ There is an additional \$3,000 available from a US Bank donation for a total of 28 \$1,000 scholarship awards this year. One Commissioner requested that we maintain the 50th anniversary budget level, however, the advertisement and grant amounts were already published. We will return to the Board later this year to discuss Board support for the FY 2020 program.

Public Housing Authorities (**CLPHA**), which will be paid for by the MTW agencies. CLPHA has long been an ally of the MTW agencies and we believe this relationship will serve our interests well.

Contingency

The proposed budget is based on an estimate of the funds required and allowable to pay projected expenditures. The revenue and expense estimates and projections may vary, and so the Executive Director requests that the Board authorize the use of additional funds (Housing Authority Reserve Account, MTW or public housing proceeds where applicable) to address contingencies that may arise during the year as identified in the recommendations above. Expenditure of these contingency funds would be subject to the Board's delegation limit (currently \$150,000), excepting urgent issues that do not allow time to obtain the Board's authority.

Conclusion

The Housing Authority is in sound fiscal condition and able to respond to reasonable funding challenges that may present themselves during the fiscal year. The Housing Authority has adequate financial strength to meet its normal obligations, including its long term employee retiree pension and health obligations, and housing program contingencies.

Fiscal Impact

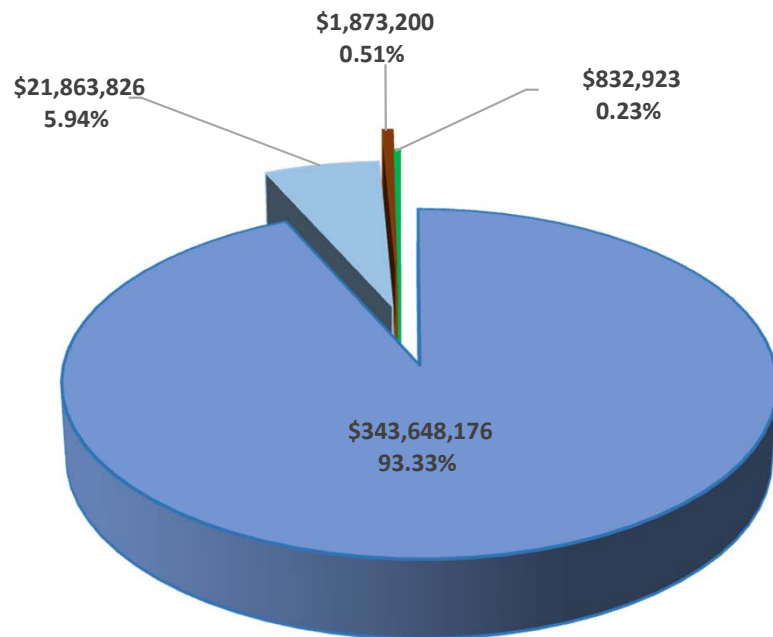
The impact of this budget is described in the attached documents.

Attachments

- A. Total Projected Sources of Funding by program and type for the fiscal year ending June 30, 2019
- B. Two Year Annual Comparison of the FY 2018 and FY 2019 operating budgets
- C. Operating Budget for the fiscal year ending June 30, 2019
- C-1. Total Operating Budget and Capital Expenditures for the fiscal year ending June 30, 2019
- D. Two Year Capital Improvement Plan

TOTAL PROJECTED SOURCES OF FUNDS

FOR THE FISCAL YEAR ENDING JUNE 30, 2019



- FEDERAL PROGRAMS - HUD HOUSING ASSISTANCE PAYMENTS EARNED
- FEDERAL PROGRAMS - OPERATING REVENUES BUDGETED
- LOCAL PROGRAMS (note 1) - OPERATING REVENUES BUDGETED
- HARA - OPERATING REVENUES BUDGETED

Note 1:
LOCAL PROGRAMS consist of:
1-Asset Management
2-Development
3-Eklund Gardens Park
4-San Pedro Gardens Park

Total projected sources of funds: \$368,218,124

**SANTA CLARA COUNTY HOUSING AUTHORITY
TWO YEAR ANNUAL COMPARISON - AGENCY WIDE
PROJECTED BUDGET FOR FISCAL YEAR: JULY 2018 - JUNE 2019**

Attachment B

	Jun-18 Budget	Jun-19 Budget	\$ Variance	% Variance	Comments
3000-0000 INCOME					
3110-0100 Tenant Rental Income	21,696	19,224	(2,472)	-11%	
3401-1300 Admin Fee Earned - COC	3,400	-	(3,400)	-100%	
3401-1900 Operating Subsidy	17,280	16,560	(720)	-4%	
3500-0100 Building Rent	651,653	749,646	97,993	15%	
3610-0000 Interest Income	53,574	59,492	5,918	11%	
3690-0100 Compliance Administrator Fee	23,549	23,549	-	0%	
3690-0600 Laundry Receipt	400	-	(400)	-100%	
3690-0800 Developer Fee	1,035,865	1,150,000	114,135	11%	
3690-1600 Other Misc. Income	261,050	273,128	12,078	5%	
3690-1800 Property Management Fee	236,900	258,996	22,096	9%	
3690-1805 Incentive Management Fee Income	25,000	25,000	-	0%	
3690-2200 Income - Leasing & Compliance	1,355	1,008	(347)	-26%	
3690-3100 Asset Management Fees	138,000	172,000	34,000	25%	
3700-0100 Admin. Fee Earned	758	-	(758)	-100%	
3700-0101 Admin Fee Earned (Main Stream)	53,878	54,394	516	1%	
3700-0102 Admin Fee Earned (HUD -VASH)	847,547	920,676	73,129	9%	
3700-0103 Admin Fee Earned - FUP	95,059	99,018	3,959	4%	
3700-0104 Admin Fee Earned - Non Elderly with Disabilities	9,261	9,455	194	2%	
3700-9999 Admin Fee - City and County	17,814,157	20,233,905	2,504,108	14%	
3700-0400 FSS Coordinator Fees	345,000	346,898	1,898	1%	
3999-0000 TOTAL INCOME	21,635,382	24,412,949	2,861,927	13%	
4000-0000 EXPENSE					
4001-0000 ADMINISTRATIVE:					
4110-0100 Administrative - Salaries	13,651,649	15,154,045	1,502,396	11%	The increase in administrative salaries is mainly due to: (1) the addition of 4 positions, (2) merit increases and (3) 2.5% Cost of Living Adjustments (COLA).
4110-0600 Leasing & Program Compliance	1,020	0	(1,020)	-100%	
4110-0800 Admini. Salaries - FSS Coordinator	83,589	87,704	4,115	5%	
4120-0000 Compensated Balances-Vacation	948,838	1,014,739	65,901	7%	
4120-0100 Compensated Balances-Sick Earned	623,502	691,742	68,240	11%	
4120-0801 Compensated Balance - Sick Lv FSS	3,858	4,048	190	5%	
4120-0802 Compensated Balance - Vacation Lv FSS	7,195	7,758	563	8%	
4130-0100 Legal Expense - General	165,500	176,500	11,000	7%	
4130-0200 Legal Expense - Employment	50,000	50,000	-	0%	
4140-0100 Staff Training Expense	189,362	253,512	64,150	34%	
4140-0200 Tuition Reimbursement	50,000	25,000	(25,000)	-50%	
4150-0100 Business Travel Expense	71,700	83,285	11,585	16%	
4160-0100 Automobile Insurance	2,415	2,313	(102)	-4%	
4160-0400 Other Auto Expense	3,240	3,420	180	6%	
4165-0100 Staff Mileage Reimbursement	8,425	8,025	(400)	-5%	
4165-9900 Mileage Reimbursements	750	100	(650)	-87%	
4170-0100 Financial Audit	110,037	109,184	(853)	-1%	
4170-0200 Accounting Fees	360	3,860	3,500	972%	

**SANTA CLARA COUNTY HOUSING AUTHORITY
TWO YEAR ANNUAL COMPARISON - AGENCY WIDE
PROJECTED BUDGET FOR FISCAL YEAR: JULY 2018 - JUNE 2019**

		Jun-18 Budget	Jun-19 Budget	\$ Variance	% Variance	Comments
4180-0100	Building Rent	756,492	858,296	101,804	13%	
4180-0300	Storage Facilities	13,483	15,178	1,695	13%	
4190-0100	Temporary Help	148,810	158,300	9,490	6%	
4190-0200	Office Supplies	110,315	97,049	(13,266)	-12%	
4190-0300	Communication Expense	35,612	27,951	(7,661)	-22%	
4190-0302	Internet / Wan Expense	37,948	33,745	(4,203)	-11%	
4190-0400	Postage, Handling & Freight	161,560	165,197	3,637	2%	
4190-0500	Office Equipment Rental	87,204	94,440	7,236	8%	
4190-0600	Publication & Membership	66,125	71,935	5,810	9%	
4190-0900	Miscellaneous	1,111	751	(360)	-32%	
4190-1000	Pre-Printed Forms	30,125	27,944	(2,181)	-7%	
4190-1100	Benefit Administrative Fee	19,100	16,600	(2,500)	-13%	
4190-1300	Recruitment Expense	40,740	67,693	26,953	66%	
4190-1400	Program Promotion	288,570	162,970	(125,600)	-44%	
4190-1500	Board Meeting Expense	19,980	20,000	20	0%	
4190-1600	Admin. Contracts	2,444,583	2,169,864	(274,719)	-11%	
4190-1601	Admin Contract - Tenant Svcs-ROSS	324,000	395,827	71,827	22%	
4190-1700	Property Management Fees	1,920	1,920	-	0%	
4190-1900	Scholarship Fund	50,000	28,200	(21,800)	-44%	
4190-2100	Cellular Phone/Pagers	28,089	32,472	4,383	16%	
4190-2300	Agency Meeting Expense	17,500	17,500	-	0%	
4190-3300	Ergonomics Expense	-	12,000	12,000	100%	
4190-3400	Public Notices	3,000	7,000	4,000	133%	
4190-3500	Bank Charges	25,000	48,000	23,000	92%	
4190-3600	Payroll Expense	83	0	(83)	-100%	
4195-0100	Computer Expense	69,967	61,839	(8,128)	-12%	
4195-0200	Software Purchases	6,591	15,824	9,233	140%	
4195-0400	Computer Contracts	717,680	548,519	(169,161)	-24%	
4199-9900	TOTAL ADMINISTRATIVE:	21,477,028	22,832,250	1,355,222	6%	
4200-0000	TENANT SERVICES:					
4210-0000	Resident Programs	2,305	2,374	69	3%	
4215-0400	Misc. Expense	32	50	18	56%	
4299-0000	TOTAL TENANT SERVICES:	2,337	2,424	87	4%	

**SANTA CLARA COUNTY HOUSING AUTHORITY
TWO YEAR ANNUAL COMPARISON - AGENCY WIDE
PROJECTED BUDGET FOR FISCAL YEAR: JULY 2018 - JUNE 2019**

Attachment B

		Jun-18 Budget	Jun-19 Budget	\$ Variance	% Variance	Comments
4300-0000	UTILITIES:					
4303-0000	Grounds Maintenance	21,000	189,606	168,606	803%	The increase in Grounds Maintenance is due to: (1) maintenance costs associated with the purchase of the Race street property and (2) an increase in projected maintenance costs for the East Santa Clara street property based on the actual costs incurred in FY2018.
4310-0000	Water	16,242	28,461	12,219	75%	
4320-0000	Electricity	156,349	172,279	15,930	10%	
4330-0000	Gas	14,021	13,543	(478)	-3%	
4390-0100	Sewer Fee	15,171	19,864	4,693	31%	
4399-0000	TOTAL UTILITIES:	222,783	423,753	200,970	90%	
4400-0000	MAINTENANCE OPERATIONS:					
4420-0101	Appliance Parts	1,500	600	(900)	-60%	
4420-0102	Electrical	2,250	250	(2,000)	-89%	
4420-0103	Hardware	155	4,600	4,445	2868%	
4420-0105	Miscellaneous	800	9,600	8,800	1100%	
4420-0107	Plumbing	500	500	-	0%	
4420-0200	Landscaping Materials	115	2,754	2,639	2295%	
4421-9900	TOTAL MAINTENANCE OPERATIONS:	5,320	18,304	12,984	244%	
4430-0000	MAINTENANCE CONTRACTS:					
4430-0200	Garbage Service	12,057	12,875	818	7%	
4430-0600	Janitorial Contracts	72,993	77,990	4,997	7%	
4430-0700	Grounds Contract	30,760	48,852	18,092	59%	
4430-0900	Automatic Door Maintenance	3,750	8,750	5,000	133%	
4430-1000	Electrical Work	7,000	7,000	-	0%	
4430-1100	Electric Gates Maintenance	6,100	6,100	-	0%	
4430-1200	Elevator Service	10,715	10,740	25	0%	
4430-1300	Boiler Maintenance	1,184	-	(1,184)	-100%	
4430-1400	Plumbing Work	3,500	6,500	3,000	86%	
4430-1500	Fumigation	6,612	4,950	(1,662)	-25%	
4430-1900	Other Maintenance Contract	113,609	66,908	(46,701)	-41%	
4430-2200	Painting and Decorating	500	500	-	0%	
4430-2700	HVAC System	19,933	21,117	1,184	6%	
4430-9900	TOTAL MAINTENANCE CONTRACTS:	288,713	272,282	(16,431)	-6%	
4460-0000	PROTECTIVE SERVICES:					
4460-9900	Security Services	-	11,000	11,000	100	
4470-0100	Protective Service - Materials	10,500	10,500	-	0%	
4480-0100	Protective Service Contracts	88,590	89,908	1,318	1%	
4480-9900	TOTAL PROTECTIVE SERVICES:	99,090	111,408	12,318	12%	
4501-0000	GENERAL EXPENSES:					
4510-0100	Commercial Package-Liability	61,568	73,683	12,115	20%	
4510-0700	Commercial Package-Casualty	18,841	53,966	35,125	186%	
4510-0900	Other Insurance	56,790	56,828	38	0%	
4510-1100	Insurance Deductible	125,000	125,000	-	0%	
4520-0100	Payment In Lieu Of Taxes	1,700	1,657	(43)	-3%	
4540-0100	Benefits-Administrative	2,978,317	2,935,567	(42,750)	-1%	
4540-0101	Benefits- CalPERS EPMC	103,822	114,598	10,776	10%	

**SANTA CLARA COUNTY HOUSING AUTHORITY
TWO YEAR ANNUAL COMPARISON - AGENCY WIDE
PROJECTED BUDGET FOR FISCAL YEAR: JULY 2018 - JUNE 2019**

		Jun-18 Budget	Jun-19 Budget	\$ Variance	% Variance	Comments
4540-0102	Benefits-CalPERS ER Contribution	1,038,893	1,201,364	162,471	16%	The increase in the CalPERS ER Contribution is driven by: (1) the increase in Administrative Salaries, (2) merit Increases and COLAs and (3) an increase in the employer contribution rate.
4540-0600	PMI 401K Contribution Expense	80	-	(80)	-100%	
4540-0700	Benefits FSS Coordinator	12,548	11,896	(652)	-5%	
4540-1700	Workers Compensation Insurance	285,262	232,585	(52,677)	-18%	
4540-1704	Worker Comp - FSS Coordinator	1,839	1,403	(436)	-24%	
4540-1800	Payroll Taxes	1,069,647	1,163,877	94,230	9%	
4540-1801	Payroll Taxes FSS	6,855	7,143	288	4%	
4540-1900	Benefits - Retirees	491,443	427,886	(63,557)	-13%	
4580-0100	Interest Exp - Mortgage To Trustee	4,250	0	(4,250)	-100%	
4580-0400	Interest Expense - City Of S.J	38,900	38,900	-	0%	
4590-0100	City License Fee	536	536	-	0%	
4590-0300	Adm.Fee-Port Out-City	64,000	67,000	3,000	5%	
4590-0310	Admin Fee - Port Out - County	-	730	730	100%	
4590-0600	Property Tax	-	5,030	5,030	100%	
4590-0900	Other General Expenses	2,569	2,556	(13)	-1%	
4590-2000	Project Feasibility Expenses	25,000	25,000	-	0%	
4599-0000	TOTAL GENERAL EXPENSES:	6,387,860	6,547,205	159,345	2%	
4999-0000	TOTAL EXPENSES	28,483,131	30,207,626	1,724,495	6%	
4999-5000	GROSS SURPLUS	(6,847,749)	(5,794,678)	1,137,432	-17%	
	INDIRECT ALLOCATIONS:					
3690-2400	Income - Indirect General Support	9,760,527	9,927,485	166,958	2%	
3690-2401	Income - Facility Support	2,851,091	1,636,455	(1,248,819)	-44%	
4590-1301	Indirect General Support - Finance	3,242,428	3,366,686	124,258	4%	
4590-1302	Indirect General Support - Human Resources	1,216,570	1,300,278	83,708	7%	
4590-1304	Indirect General Support - Executive	1,929,814	2,324,056	394,242	20%	
4590-1308	Indirect General Support - General Services	1,042,232	1,080,168	37,936	4%	
4590-1309	Indirect General Support - ITU	2,329,485	1,856,297	(473,188)	-20%	
4590-1407	Facility Support - Main Bldg (Julian)	2,851,090	1,636,455	(1,248,818)	-44%	
	TOTAL INDIRECT ALLOCATIONS:	-	-	-	0%	
4999-9000	NET SURPLUS	(6,847,749)	(5,794,678)	1,137,432	-17%	
	NON-OPERATING REV/(EXPENSE):					
3690-1000	Land Lease	146,685	146,685	-	0%	
3610-0600	Interest Income - Ground Lease	13,865	10,315	(3,550)	-26%	
	TOTAL NON-OPERATING REV/(EXPENSE):	160,550	157,000	(3,550)	-2%	
	NON-ROUTINE MAINTENANCE:					
4610-0800	HVAC	4,000	-	(4,000)	-100%	
4610-2200	Facility Repairs/Rehab	10,000	-	(10,000)	-100%	
	TOTAL NON-ROUTINE MAINTENANCE:	14,000	-	(14,000)	-100%	
	CAPITAL EXPENDITURES:					

**SANTA CLARA COUNTY HOUSING AUTHORITY
TWO YEAR ANNUAL COMPARISON - AGENCY WIDE
PROJECTED BUDGET FOR FISCAL YEAR: JULY 2018 - JUNE 2019**

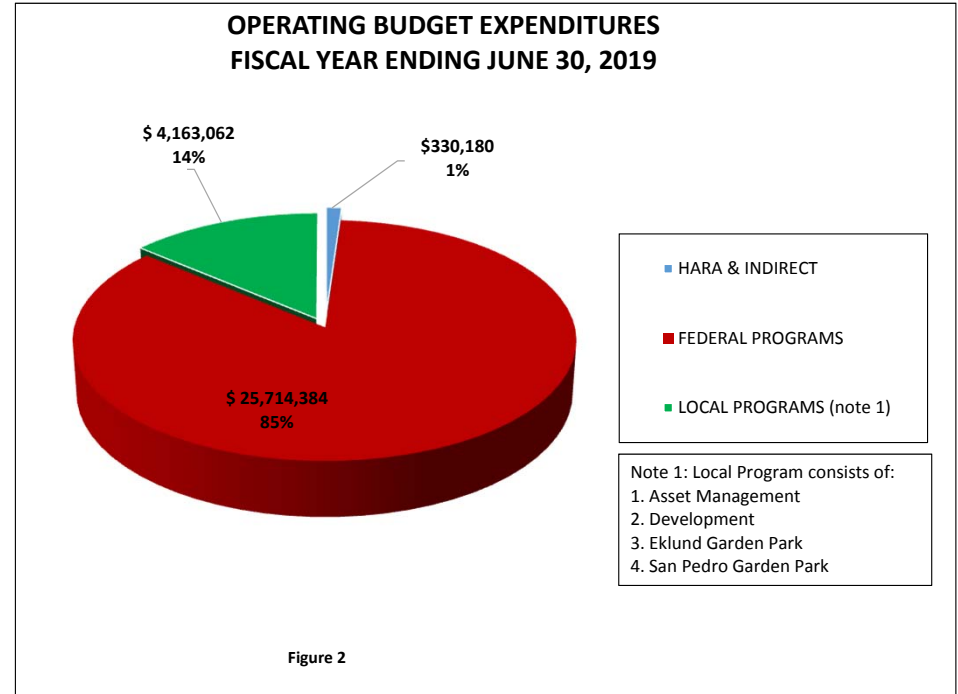
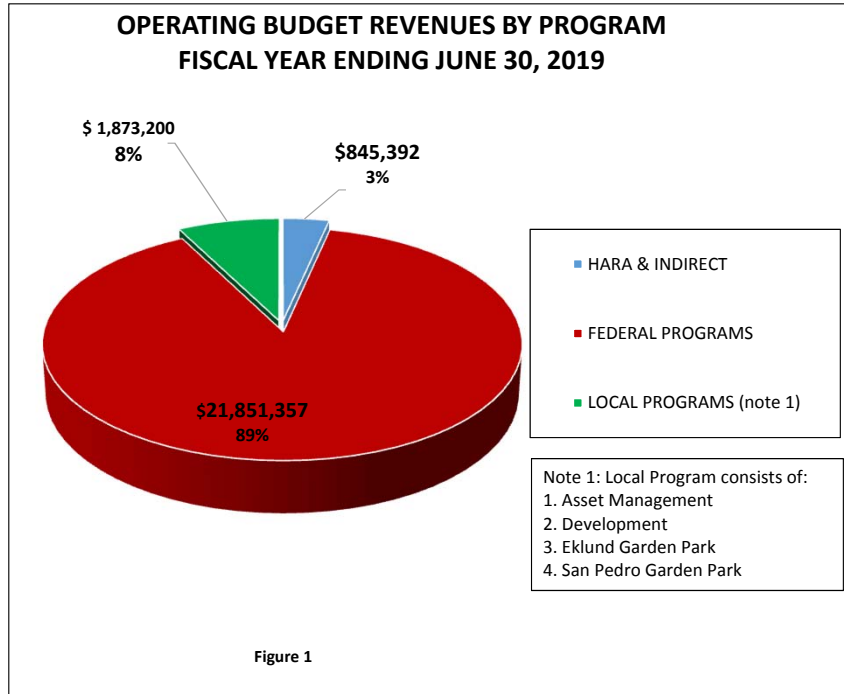
Attachment B

		Jun-18 Budget	Jun-19 Budget	\$ Variance	% Variance	Comments
4999-7016	Other expenses	2,044,854	-	(2,044,854)	-100%	Starting in FY 2019 capital expenditures are budgeted separately and no longer part of the operating budget . The variance in Other Expenses is related to the exclusion of capital expenditures from the operational budget for FY 2019.
TOTAL CAPITAL EXPENDITURES:		2,044,854	-	(2,044,854)	-100%	
4999-9001	OPERATING SUBSIDY					
4999-9002	Transfers In	25,885,356	29,241,404	3,356,048	13%	
4999-9030	Transfers Out	25,885,356	29,241,404	3,356,048	13%	
TOTAL OPERATING SUBSIDY		-	-	-	0%	
9999-0000	NET INCOME (LOSS)	(8,746,053)	(5,637,678)	3,108,375	-36%	

SANTA CLARA COUNTY HOUSING AUTHORITY
PROJECTED OPERATING BUDGET SUMMARY
FOR FISCAL YEAR ENDING JUNE 30, 2019

Property	HARA	Total Federal Programs	Total local Programs	Total Indirect Departments	Total
TOTAL INCOME	\$ 802,238	\$ 21,725,042	\$ 1,873,200	\$ 12,469	\$ 24,412,949
TOTAL EXPENSES	317,711	15,339,230	2,974,276	11,576,409	30,207,626
GROSS SURPLUS (DEFICIT)	484,527	6,385,812	(1,101,076)	(11,563,940)	(5,794,678)
TOTAL INDIRECT ALLOCATIONS:	-	(10,375,154)	(1,188,786)	11,563,940	-
NET SURPLUS (DEFICIT)	484,527	(3,989,342)	(2,289,862)	-	(5,794,678)
TOTAL NON-OPERATING REV/(EXPENSE):	30,685	126,315	-	-	157,000
OPERATING SUBSIDY					
Transfers In	-	28,065,419	1,175,985	-	29,241,404
Transfers Out	233,903	29,007,501	-	-	29,241,404
TOTAL OPERATING SUBSIDY	(233,903)	(942,082)	1,175,985	-	-
Net Income prior to reserves	281,309	(4,805,110)	(1,113,877)	-	(5,637,678)
Use of reserves - Prior year	-	81	1,113,877	-	1,113,958
Use of reserves - MTW	-	4,967,017	-	-	4,967,017
NET INCOME (LOSS)	\$ 281,309	\$ 161,988	\$ -	\$ -	\$ 443,297

SANTA CLARA COUNTY HOUSING AUTHORITY
PROJECTED OPERATING BUDGET REVENUE AND EXPENDITURES



TOTAL OPERATING BUDGET REVENUE 2019: \$24,569,949
TOTAL OPERATING BUDGET REVENUE 2018: \$21,795,933

TOTAL OPERATING BUDGETED EXPENDITURES 2019: \$30,207,626
TOTAL OPERATING BUDGETED EXPENDITURES 2018: \$28,497,131¹

Operating Budgeted Revenues	\$ 24,569,949	(as shown in Fig. 1)
Transfer from MTW Reserve	\$ 4,967,017	
Transfer from prior year reserves	\$ 1,113,958	
Total Operating Budgeted Revenues after Transfers from Reserves	\$ 30,650,924	
Total Operating Budgeted Expenditures	\$ (30,207,626)	(as shown in Fig. 2)
Total Operating Net Income	\$ 443,298	

¹ To provide an apples to apples comparison, the FY 2018 operating budget figure was revised to exclude capital expenditures, which are now budgeted independently of the operating budget.

SANTA CLARA COUNTY HOUSING AUTHORITY

SCCHA Budget Consolidated Statement

PROPOSED BUDGET FOR FISCAL YEAR JULY 2018 - JUNE 2019 FYE 6/30/19

	HARA A08901	FEDERAL PROGRAMS LFP19	LOCAL PROGRAMS LLP19	INDIRECT DEPARTMENTS LIND19	FACILITY PJUL10	TOTAL
3000-0000 INCOME						
3110-0100 Tenant Rental Income	\$ -	\$ 19,224	\$ -	\$ -	\$ -	\$ 19,224
3401-1900 Operating Subsidy	-	16,560	-	-	-	16,560
3500-0100 Building Rent	749,646	-	-	-	-	749,646
3610-0000 Interest Income	52,592	500	6,400	-	-	59,492
3690-0100 Compliance Administrator Fee	-	-	23,549	-	-	23,549
3690-0800 Developer Fee	-	-	1,150,000	-	-	1,150,000
3690-1600 Other Misc. Income	-	24,412	236,247	12,215	254	273,128
3690-1800 Property Management Fee	-	-	258,996	-	-	258,996
3690-1805 Incentive Management Fee Income	-	-	25,000	-	-	25,000
3690-2200 Income - Leasing & Compliance	-	-	1,008	-	-	1,008
3690-3100 Asset Management Fees	-	-	172,000	-	-	172,000
3700-0101 Admin Fee Earned (Main Stream)	-	54,394	-	-	-	54,394
3700-0102 Admin Fee Earned (HUD -VASH)	-	920,676	-	-	-	920,676
3700-0103 Admin Fee Earned - FUP	-	99,018	-	-	-	99,018
3700-0104 Admin Fee Earned - Non Elderly with Disabilities	-	9,455	-	-	-	9,455
3700-0110 Admin Fee - City	-	6,014,237	-	-	-	6,014,237
3700-0120 Admin Fee - County	-	9,347,349	-	-	-	9,347,349
3700-0130 Admin Fee Single Fund Flexibility	-	4,872,319	-	-	-	4,872,319
3700-0400 FSS Coordinator Fees	-	346,898	-	-	-	346,898
3999-0000 TOTAL INCOME	\$ 802,238	\$ 21,725,042	\$ 1,873,200	\$ 12,215	\$ 254	\$ 24,412,949
4000-0000 EXPENSE						
4001-0000 ADMINISTRATIVE:						
4110-0100 Administrative - Salaries	-	7,934,329	1,759,872	5,378,455	81,390	15,154,045
4110-0800 Admini. Salaries - FSS Coordinator	-	87,704	-	-	-	87,704
4120-0000 Compensated Balances-Vacation	-	533,267	102,597	372,614	6,261	1,014,739
4120-0100 Compensated Balances-Sick Earned	-	361,640	80,865	245,482	3,756	691,742
4120-0801 Compensated Balance - Sick Lv FSS	-	4,048	-	-	-	4,048
4120-0802 Compensated Balance - Vacation Lv FSS	-	7,758	-	-	-	7,758
4130-0100 Legal Expense - General	20,000	15,500	48,000	93,000	-	176,500
4130-0200 Legal Expense - Employment	-	-	-	50,000	-	50,000
4140-0100 Staff Training Expense	-	118,990	24,024	110,299	199	253,512
4140-0200 Tuition Reimbursement	-	-	-	25,000	-	25,000
4150-0100 Business Travel Expense	-	18,987	14,800	49,498	-	83,285
4160-0100 Automobile Insurance	-	-	-	-	2,313	2,313
4160-0400 Other Auto Expense	-	-	-	-	3,420	3,420
4165-0100 Staff Mileage Reimbursement	-	725	4,500	2,800	-	8,025
4165-9900 Mileage Reimbursements	-	-	-	100	-	100
4170-0100 Financial Audit	411	97,299	11,474	-	-	109,184
4170-0200 Accounting Fees	3,500	360	-	-	-	3,860
4180-0100 Building Rent	-	-	-	-	858,296	858,296
4180-0300 Storage Facilities	-	215	1,743	13,220	-	15,178
4190-0100 Temporary Help	-	107,400	-	50,900	-	158,300
4190-0200 Office Supplies	-	32,972	6,299	30,139	27,639	97,049
4190-0300 Communication Expense	-	13,986	2,467	8,994	2,504	27,951
4190-0302 Internet / Wan Expense	-	19,420	3,427	10,690	208	33,745
4190-0400 Postage, Handling & Freight	-	132,468	1,300	31,429	-	165,197
4190-0500 Office Equipment Rental	-	61,879	8,202	23,861	497	94,440
4190-0600 Publication & Membership	-	-	-	71,935	-	71,935
4190-0900 Miscellaneous	-	-	-	-	751	751
4190-1000 Pre-Printed Forms	-	23,164	-	4,780	-	27,944
4190-1100 Benefit Administrative Fee	-	-	-	16,600	-	16,600
4190-1300 Recruitment Expense	-	33,818	21,926	11,950	-	67,693
4190-1400 Program Promotion	20,000	64,430	-	78,540	-	162,970
4190-1500 Board Meeting Expense	-	-	-	20,000	-	20,000
4190-1600 Admin. Contracts	245,600	1,042,445	112,534	768,991	294	2,169,864
4190-1601 Admin Contract - Tenant Svcs-ROSS	-	395,827	-	-	-	395,827
4190-1700 Property Management Fees	-	1,920	-	-	-	1,920
4190-1900 Scholarship Fund	28,200	-	-	-	-	28,200
4190-2100 Cellular Phone/Pagers	-	5,150	8,090	18,202	1,030	32,472
4190-2300 Agency Meeting Expense	-	-	-	17,500	-	17,500
4190-3300 Ergonomics Expense	-	-	-	12,000	-	12,000

SANTA CLARA COUNTY HOUSING AUTHORITY

SCCHA Budget Consolidated Statement

PROPOSED BUDGET FOR FISCAL YEAR JULY 2018 - JUNE 2019 FYE 6/30/19

	HARA A08901	FEDERAL PROGRAMS LFP19	LOCAL PROGRAMS LLP19	INDIRECT DEPARTMENTS LIND19	FACILITY PJUL10	TOTAL
4190-3400	Public Notices	-	7,000	-	-	7,000
4190-3500	Bank Charges	-	48,000	-	-	48,000
4195-0100	Computer Expense	-	36,070	6,365	19,018	61,839
4195-0200	Software Purchases	-	-	2,480	13,344	15,824
4195-0400	Computer Contracts	-	231,855	22,335	292,975	548,519
4199-9900	TOTAL ADMINISTRATIVE:	\$ 317,711	\$ 11,438,625	\$ 2,243,300	\$ 7,842,316	\$ 22,832,250
4200-0000	TENANT SERVICES:					
4210-0000	Resident Programs	-	2,374	-	-	2,374
4215-0400	Misc. Expense	-	50	-	-	50
4299-0000	TOTAL TENANT SERVICES:	-	2,424	-	-	2,424
4300-0000	UTILITIES:					
4303-0000	Grounds Maintenance	-	189,606	-	-	189,606
4310-0000	Water	-	16,759	2,470	-	28,461
4320-0000	Electricity	-	14,261	1,150	-	172,279
4330-0000	Gas	-	49	-	-	13,543
4390-0100	Sewer Fee	-	16,629	167	-	19,864
4399-0000	TOTAL UTILITIES:	-	237,304	3,787	-	423,753
4400-0000	MAINTENANCE OPERATIONS:					
4420-0101	Appliance Parts	-	600	-	-	600
4420-0102	Electrical	-	250	-	-	250
4420-0103	Hardware	-	4,600	-	-	4,600
4420-0105	Miscellaneous	-	-	9,600	-	9,600
4420-0107	Plumbing	-	500	-	-	500
4420-0200	Landscaping Materials	-	2,754	-	-	2,754
4421-9900	TOTAL MAINTENANCE OPERATIONS:	-	8,704	9,600	-	18,304
4430-0000	MAINTENANCE CONTRACTS:					
4430-0200	Garbage Service	-	3,661	-	-	12,875
4430-0600	Janitorial Contracts	-	1,727	2,352	-	77,990
4430-0700	Grounds Contract	-	4,750	30,474	-	48,852
4430-0900	Automatic Door Maintenance	-	-	-	-	8,750
4430-1000	Electrical Work	-	-	-	-	7,000
4430-1100	Electric Gates Maintenance	-	-	-	-	6,100
4430-1200	Elevator Service	-	-	-	-	10,740
4430-1400	Plumbing Work	-	-	-	-	6,500
4430-1500	Fumigation	-	2,750	-	-	4,950
4430-1900	Other Maintenance Contract	-	9,000	708	-	66,908
4430-2200	Painting and Decorating	-	500	-	-	500
4430-2700	HVAC System	-	500	-	-	21,117
4430-9900	TOTAL MAINTENANCE CONTRACTS:	-	22,888	33,534	-	272,282
4460-0000	PROTECTIVE SERVICES:					
4460-9900	Security Services	-	11,000	-	-	11,000
4470-0100	Protective Service - Materials	-	-	-	-	10,500
4480-0100	Protective Service Contracts	-	250	-	-	89,908
4480-9900	TOTAL PROTECTIVE SERVICES:	-	11,250	-	-	111,408
4501-0000	GENERAL EXPENSES:					
4510-0100	Commercial Package-Liability	-	44,462	7,922	20,864	73,683
4510-0700	Commercial Package-Casualty	-	-	-	-	53,966
4510-0900	Other Insurance	-	1,000	-	55,828	56,828
4510-1100	Insurance Deductible	-	-	-	75,000	125,000
4520-0100	Payment In Lieu Of Taxes	-	1,657	-	-	1,657
4540-0100	Benefits-Administrative	-	1,759,653	300,360	854,093	2,935,567
4540-0101	Benefits- CalPERS EPMC	-	51,620	6,997	55,167	114,598
4540-0102	Benefits-CalPERS ER Contribution	-	631,402	139,623	423,853	1,201,364
4540-0700	Benefits FSS Coordinator	-	11,896	-	-	11,896
4540-1700	Workers Compensation Insurance	-	126,067	18,086	81,058	232,585

SANTA CLARA COUNTY HOUSING AUTHORITY

SCCHA Budget Consolidated Statement

PROPOSED BUDGET FOR FISCAL YEAR JULY 2018 - JUNE 2019 FYE 6/30/19

	HARA A08901	FEDERAL PROGRAMS LFP19	LOCAL PROGRAMS LLP19	INDIRECT DEPARTMENTS LIND19	FACILITY PJUL10	TOTAL
4540-1704 Worker Comp - FSS Coordinator	-	1,403	-	-	-	1,403
4540-1800 Payroll Taxes	-	637,015	130,230	389,973	6,660	1,163,877
4540-1801 Payroll Taxes FSS	-	7,142	-	-	-	7,142
4540-1900 Benefits - Retirees	-	233,058	53,281	141,548	-	427,886
4580-0400 Interest Expense - City Of S.J	-	38,900	-	-	-	38,900
4590-0100 City License Fee	-	-	-	-	536	536
4590-0300 Adm.Fee-Port Out-City	-	67,000	-	-	-	67,000
4590-0310 Admin Fee - Port Out - County	-	730	-	-	-	730
4590-0600 Property Tax	-	5,030	-	-	-	5,030
4590-0900 Other General Expenses	-	-	2,556	-	-	2,556
4590-2000 Project Feasibility Expenses	-	-	25,000	-	-	25,000
4599-0000 TOTAL GENERAL EXPENSES:	-	3,618,035	684,055	2,097,383	147,731	6,547,205
4999-0000 TOTAL EXPENSES	\$ 317,711	\$ 15,339,230	\$ 2,974,276	\$ 9,939,699	\$ 1,636,710	\$ 30,207,626
4999-5000 GROSS SURPLUS	484,527	6,385,812	(1,101,076)	(9,927,485)	(1,636,455)	(5,794,678)
INDIRECT ALLOCATIONS:						
3690-2400 Income - Indirect General Support	-	-	-	9,927,485	-	9,927,485
3690-2401 Income - Facility Support	-	-	-	-	1,636,455	1,636,455
4590-1301 Indirect General Support - Finance	-	3,011,508	355,178	-	-	3,366,686
4590-1302 Indirect General Support - Human Resources	-	1,163,102	137,176	-	-	1,300,278
4590-1304 Indirect General Support - Executive	-	2,078,873	245,183	-	-	2,324,056
4590-1308 Indirect General Support - General Services	-	966,213	113,955	-	-	1,080,168
4590-1309 Indirect General Support - ITU	-	1,660,462	195,835	-	-	1,856,297
4590-1407 Facility Support - Main Bldg (Julian)	-	1,494,997	141,458	-	-	1,636,455
TOTAL INDIRECT ALLOCATIONS:	-	(10,375,154)	(1,188,786)	9,927,485	1,636,455	-
4999-9000 NET SURPLUS	484,527	(3,989,342)	(2,289,862)	-	-	(5,794,678)
NON-OPERATING REV/(EXPENSE):						
3690-1000 Land Lease	30,685	116,000	-	-	-	146,685
3610-0600 Interest Income - Ground Lease	-	10,315	-	-	-	10,315
TOTAL NON-OPERATING REV/(EXPENSE):	30,685	126,315	-	-	-	157,000
4999-9001 OPERATING SUBSIDY						
4999-9002 Transfers In	-	28,065,419	1,175,985	-	-	29,241,404
4999-9030 Transfers Out	233,903	29,007,501	-	-	-	29,241,404
TOTAL OPERATING SUBSIDY	(233,903)	(942,082)	1,175,985	-	-	-
Net Income (Loss) prior to reserves	281,309	(4,805,110)	(1,113,877)	-	-	(5,637,678)
Use of Reserves - Prior year	-	81	1,113,877	-	-	1,113,958
Use of Reserves - MTW	-	4,967,017	-	-	-	4,967,017
9999-0000 NET INCOME (LOSS)	\$ 281,309	\$ 161,988	\$ -	\$ -	\$ -	\$ 443,297
HOUSING ASSISTANCE PAYMENT:						
4715-0100 HAP-Occupied- City	-	116,829,300	-	-	-	116,829,300
4715-0101 HAP Occupied (Main Stream)	-	966,720	-	-	-	966,720
4715-0103 HAP Occupied (HUD - VASH)	-	16,999,044	-	-	-	16,999,044
4715-0104 HAP - Occupied - FUP	-	2,267,360	-	-	-	2,267,360
4715-0105 HAP-Occupied Units-Non Elderly person w/disabilities	-	172,325	-	-	-	172,325
4715-0110 HAP Occupied - County	-	175,697,693	-	-	-	175,697,693
TOTAL HOUSING ASSISTANCE PAYMENT:	\$ -	\$ 312,932,442	\$ -	\$ -	\$ -	\$ 312,932,442
HOUSING ASSISTANCE PAYMENT EARNED:						
3700-0201 HAP Payments Earned (Main Stream)	-	897,326	-	-	-	897,326
3700-0202 HAP Earned (HUD - VASH)	-	17,494,389	-	-	-	17,494,389
3700-0203 HAP - Earned	-	2,191,692	-	-	-	2,191,692

SANTA CLARA COUNTY HOUSING AUTHORITY

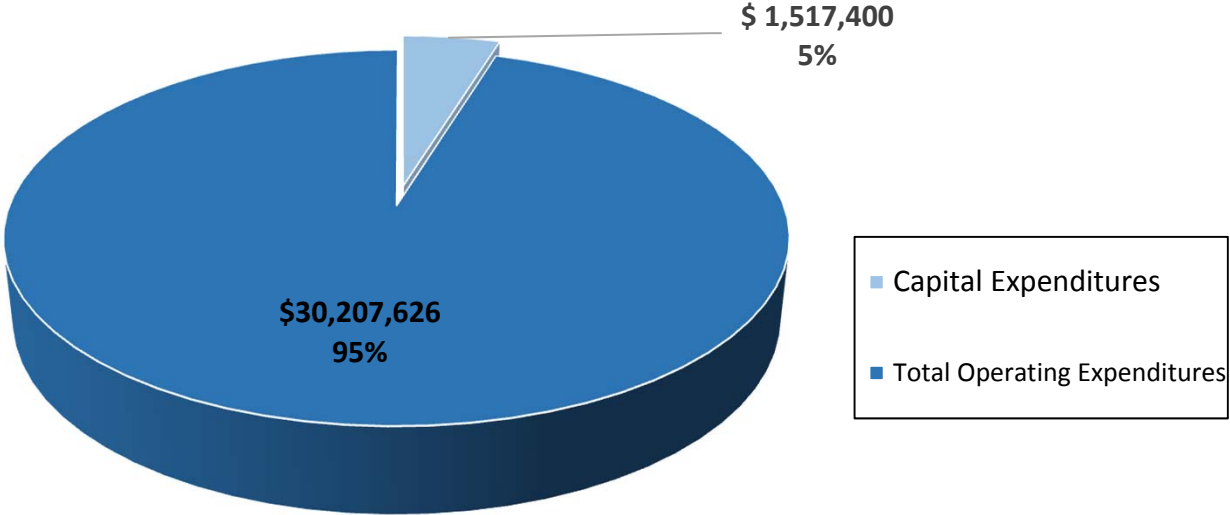
SCCHA Budget Consolidated Statement

PROPOSED BUDGET FOR FISCAL YEAR JULY 2018 - JUNE 2019 FYE 6/30/19

		HARA	FEDERAL	LOCAL	INDIRECT	FACILITY	TOTAL
		A08901	PROGRAMS	PROGRAMS	DEPARTMENTS	PJUL10	
			LFP19	LLP19	LIND19		
3700-0204	HAP Earned - Non Elderly Persons w/Disabilities	-	156,558	-	-	-	156,558
3700-0210	Hap Earned - City	-	124,557,071	-	-	-	124,557,071
3700-0220	Hap Earned - County	-	203,223,458	-	-	-	203,223,458
3700-0500	Hap Earned - Single Fund Flexibility	-	(4,872,319)	-	-	-	(4,872,319)
TOTAL HOUSING ASSISTANCE PAYMENT							
EARNED:		\$ -	\$ 343,648,176	\$ -	\$ -	\$ -	\$ 343,648,176

SANTA CLARA COUNTY HOUSING AUTHORITY
PROJECTED TOTAL OPERATING BUDGET AND CAPITAL EXPENDITURES

TOTAL OPERATING BUDGET AND CAPITAL EXPENDITURES
FISCAL YEAR ENDING JUNE 30, 2019



Total Operating Budget and Capital Expenditures 2019: \$31,725,026

SANTA CLARA COUNTY HOUSING AUTHORITY
TWO YEAR CAPITAL IMPROVEMENT PLAN
PROJECTED BUDGET FOR FISCAL YEAR: JULY 2018 - JUNE 2019

Department	Project Name	Total Cost	Costs Incurred in Each Year		Notes
			Current Year	Future Plan	
			2019	2020	
HARA	Lobby Renovation	\$ 850,000	\$ 820,000	\$ -	\$30K budgeted to be spent during FY18
Federal Programs- MTW	Customer Service App	500,000	300,000	200,000	
IT	Phone System Replacement	300,000	250,000	50,000	Cost to be allocated to Federal and Local programs.
IT	Microsoft Windows 10 Upgrade	50,000	50,000	-	Cost to be allocated to Federal and Local programs.
IT	SAN Expansion Hardware and Implementation	25,000	20,000	5,000	Cost to be allocated to Federal and Local programs.
Facilities	Vehicle	27,100	27,100	-	Cost to be allocated to Federal and Local programs.
IT	VMWare	10,300	10,300	-	Cost to be allocated to Federal and Local programs.
Facilities	Water Softener	40,000	40,000	-	Cost to be allocated to Federal and Local programs.
TOTAL PROJECT COSTS		\$ 1,802,400	\$ 1,517,400	\$ 255,000	