



Low Income Public Housing & Housing Choice Vouchers

Budgets for the Fiscal Year

April 1, 2016 – March 31, 2017

*For internal use only

**Pleasantville Housing Authority
Property Budgets
April 1, 2016 - March 31, 2017**

ESTIMATED

**Actual Current
Year 2016**

	2017 Totals Low-Rent	Senior & Admin Buildings	Woodland Terrace	New Hope Phase I	New Hope Phase II	NSP I & 3 Scattered Sites
Family/Elderly Scattered Site?		Senior No	Family	Family Yes	Family Yes	Combined Yes
Age		1972 & 1986		2007	2008	2010-2014
Recently Renovated?		No	No	No	No	Yes
Units	217	130	0	36	41	10
Average Bedroom Size	0.00					
% Occupancy	99%	98%		99%	99%	100%
# of Turn-overs	0					

REVENUE

Dwelling Rentals	\$ 455,664	\$ 456,192	\$ 456,192				
Non-dwelling Rentals	9,516	9,516	9,516	-	-		
Operating Subsidy	1,057,432	1,129,559	673,301	196,168	260,090		
Proration (unfunded) 16%		(180,729)	(107,728)	(31,387)	(41,614)		
Management Fee Income	24,000	24,000	24,000				
Transfers In	-	21,900	21,900				
Investment Income	45	50	50				
PH FSS		-	-				
Other Income	79,502	60,400	60,400				
Total Revenue	\$ 1,626,159	\$ 1,520,888	\$ 1,137,631	\$ -	\$ 164,781	\$ 218,476	\$ -

EXPENSES

Administrative Salaries	\$ 199,586	\$ 178,959	\$ 178,959				
Benefits	106,388	172,299	172,299				
Audit	7,553	7,000	7,000				
Accounting	8,844	5,000	5,000				
Property Management Fee	-	-	-				
Legal	24,766	20,000	20,000				
Telecommunications	21,922	18,500	18,500				
Computer Support	19,849	14,862	14,862				
Training/Travel	18,393	18,000	18,000				
Administrative Other	53,448	75,767	75,767				
Total Administrative	\$ 460,748	\$ 510,387	\$ 510,387	\$ -	\$ -	\$ -	\$ -

Resident Services Salaries/Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PH FSS Coordinator		\$ -	-				
Resident Participation	310	3,000	3,000	-	-	-	-
Resident Services Materials	-	-	-	-	-	-	-
Resident Services Contracts	28,802	7,000	7,000	-	-	-	-
Total Tenant Services	\$ 29,112	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -

Gas	\$ 33,198	\$ 62,500	\$ 62,500				
Electric	92,972	93,000	93,000				
Water/Sewer	105,640	102,250	102,250				
Other/Labor	9,731	7,000	7,000				
Util. Labor Benefits		-	-				
Total Utilities	\$ 241,540	\$ 264,750	\$ 264,750	\$ -	\$ -	\$ -	\$ -

**Pleasantville Housing Authority
Property Budgets
April 1, 2016 - March 31, 2017**

ESTIMATED

	Actual Current Year 2016	2017 Totals Low-Rent	Senior & Admin Buildings	Woodland Terrace	New Hope Phase I	New Hope Phase II	NSP I & 3 Scattered Sites
Maintenance Salaries	\$ 93,180	\$ 104,384	\$ 104,384				
Benefits	54,239	65,313	65,313				
Overtime		8,008	8,008				
Overtime Benefits (20%)		1,602	1,602				
Materials	35,894	23,500	23,500				
Maintenance Contracts							
Elevator Maintenance	16,843	15,000	15,000				
Fire Maintenance	37,618	24,000	24,000				
Temp Contract	15,169	-	-				
Pest Control	14,565	13,400	13,400				
Grounds	3,050	3,050	3,050				
Floor Maintenance		-	-				
Miscellaneous Contracts	35,486	15,000	15,000				
Total Maintenance Contracts	122,730	70,450	70,450				
Total Maintenance	\$ 306,043	\$ 273,257	\$ 273,257	\$ -	\$ -	\$ -	\$ -
Security Labor		\$ -					
Benefits		-					
Total Protective Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 58,420	\$ 60,000	\$ 60,000				
PILOT	18,000	18,000	18,000				
Private Management Cost	248,786	344,931			148,303	196,628	
NSP Rental Expenses		-					
Collection Loss	2,569	3,000	3,000				
Other	30,046	207,000	207,000				
Total General Expenses	\$ 357,821	\$ 632,931	\$ 288,000	\$ -	\$ 148,303	\$ 196,628	\$ -
		\$ 572,931					
Total Expenses, excl. Asset Management	\$ 1,395,264	\$ 1,691,324	\$ 1,346,393	\$ -	\$ 148,303	\$ 196,628	\$ -
		1,691,324					
Asset Management		\$ -					
LESS: Cash Reserves	(18,320)	\$ (200,000)	\$ (200,000)				
Reserves Offset		\$ -	\$ -				
NSP Debt Service							
Total Expenses	\$ 1,376,944	\$ 1,491,324	\$ 1,146,393	\$ -	\$ 148,303	\$ 196,628	\$ -
Cash Flow from Operations	\$ 249,215	\$ 29,563	\$ (8,762)	\$ -	\$ 16,478	\$ 21,848	\$ -
		\$ 29,563.20					

**Pleasantville Housing Authority
Property Budgets
April 1, 2016 - March 31, 2017**

ESTIMATED

Actual Current Year 2016	2017 Totals Low-Rent	Senior & Admin Buildings	Woodland Terrace	New Hope Phase I	New Hope Phase II	NSP I & 3 Scattered Sites
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Administrative Salaries

Exexcutive Director	\$	66,382				
Housing Manager	\$	52,381				
Office Manager	\$	23,049				
Executive Assistant						
Staff Accountant	\$	26,728				
Receptionist/Rent Collection	\$	10,418				
PH FSS Coordinator						
Total Admin Salaries	\$	178,959	\$ -	\$ -	\$ -	\$ -
ADMIN Total Per Unit per Month	\$	74.46				
LIPH Total Per Unit Per Month	\$	40.26				
Total Per Unit Per Month	\$	114.72	\$ -	\$ -	\$ -	\$ -

Maintenance Salaries

Maintenance Supervisor	\$	39,917				
Maintenance Repairer	\$	-				
Maintenance Technician	\$	31,200				
UPCS Inspector/Laboror	\$	33,267				
Total Maintenance Salaries	\$	104,384	\$ -	\$ -	\$ -	\$ -
Total Per Unit Per Month	\$	66.91	\$ -	\$ -	\$ -	\$ -

Pleasantville Housing Authority
Public Housing - 2017 Operating Budget

	12					
	3/31/2016 Estimated Actual	2016 BUDGET	Variance 2016 Budget vs. Actuals	2017 BUDGET	2016 Actual vs. 2017 Budget Variance	
INCOME						
3110 - Rental Income	455,664	437,760	17,904	456,192	528	
3190 - Non-Dwelling Rental Income	9,516	9,516	-	9,516	-	
3111 - Other Rental Income			-			
3610 - Interest on General Fund I	45	100	(55)	50	5	
3610.1 - Interest on Investments	0	-	-	-	-	
Total Investment Income	45	100	(55)	50	5	
3120 - Excess Utilities	4,484	5,000	(516)	5,000		
3690 - Other Income Misc.	24,328	8,000	16,328	8,000		
3690.1 - Other Income - Late Fees	480	400	80	400		
3690.2 - Miscellaneous Charge	2,553	4,500	(1,947)	4,500		
3690.7 - Insurance Proceeds	3,947		3,947			
3690.9 - Other Income - Misc	5,795	-	5,795	-		
3690.CAL - Laundry Rm. Commission Caleco	4,719	7,000	(2,281)	7,000		
3690.NF - Other Income-Non-Program/Federal	33,196	35,500	(2,304)	35,500		
3690.RE - Real Estate Sales Proceeds						
Total Other Income	79,502	60,400	19,102	60,400	(19,102)	
3690.CFP - Operating Transfers - CFP	0	21,900	(21,900)	21,900	21,900	
3690.P - Other Income Ports						
3690.FSS - Other Income-PHFSS						
3900 - Management Fee Income - NON-FED	24,000	24,000		24,000		
8020 - Operating Subsidy	645,862	594,937	50,925	565,573	(80,289)	
8020.1 - Subsidy - Developers 36 ACC Units	196,168	136,685	59,483	164,781	(31,387)	
8020.2 - Subsidy - Developers 41 ACC units	215,402	195,295	20,107	218,476	3,074	
Total Income	1,626,159	1,480,593	145,566	1,520,888	(105,271)	
Net Total Income	1,626,159	1,480,593	145,566	1,520,888	(105,271)	
EXPENSES						
ADMINISTRATION						
4110 - Non-Technical Salary (admin)	198,586	209,886	11,300	178,959	19,627	
4120 - Compensated Absences Expense	1,000	-	(1,000)	-		
4130 - Legal	24,766	20,000	(4,766)	20,000	4,766	
4140 - Training / Staff	7,005	15,000	7,995	15,000	(7,995)	
4150 - Travel	11,388	3,000	(8,388)	3,000	8,388	
4170 - Accounting Costs	8,844	5,000	(3,844)	5,000	3,844	
4171 - Audit Cost	7,553	7,000	(553)	7,000	553	
4175 - Property Management Fees	-					
Total Other Administration	259,141	259,886	745	228,959	30,183	
COMMUNICATION						
4180 - Communications Office Phones	8,384	3,500	(4,884)	3,500	4,884	
4180.1 - Answering Service	3,077	2,000	(1,077)	2,000	1,077	
4180.2 - Cell Phone Costs	1,697	3,000	1,303	3,000	(1,303)	
4180.3 - Phone Service Agreements	2,263	4,000	1,737	4,000	(1,737)	
4180.4 - Internet Charges	5,304	4,000	(1,304)	4,000	1,304	
4180.5 - Communications Other	1,197	2,000	803	2,000	(803)	
Total Communication	21,922	18,500	(3,422)	18,500	3,422	
4182 - LIPH Admin Benefits	106,388	187,486	81,098	172,299	(65,911)	
4190 SUNDRY						
4190 - Sundry General	2,281	3,500	1,219	3,500	(1,219)	
4190.2 - Office Supplies	6,674	4,500	(2,174)	4,500	2,174	
4190.3 - Copier Maintenance/Supplies	1,367	2,500	1,133	2,500	(1,133)	
4190.4 - Membership Dues and Subscriptions	2,916	3,500	584	3,500	(584)	
4190.5 - Postage Cost	4,150	3,500	(650)	3,500	650	
4190.6 - Licenses and Inspection Cost	4,088	3,000	(1,088)	3,000	1,088	
4190.8 - Loan Interest Expense	-					
4190 TOTAL Sundry General	21,476	20,500	(976)	20,500	976	
4190.7 - Computer Services and Web Cost	19,849	14,862	(4,987)	14,862	4,987	
4197 - Admin Contract	17,625	2,000	(15,625)	2,000	15,625	
4197.2 Payroll Billing Fees	4,570	4,300	(270)	4,300		
4199 - Non-Program Admin Expense	9,778	9,000	(778)	48,967	(39,189)	
Total Administration	460,748	516,534	55,786	510,387	(49,639)	
RESIDENT SERVICES						
4210 - Resident Services-Salaries & Benefits	-					
4220 - RS-Recreation, Publication & Other	310	3,000	2,690	3,000	(2,690)	
4230 - Resident Services-Contract Cost	28,802	7,000	(21,802)	7,000	21,802	
4233 - LIPH TS Benefits	-					
Total Resident Services	29,112	10,000	(19,112)	10,000	19,112	

	3/31/2016 Estimated Actuals	2016 BUDGET	2016 Budget vs. Actuals Variance	2017 BUDGET	2016 Actual vs. 2017 Budget Variance
UTILITIES			-		
4310 - Water	-		-		-
4310.01 - Water-140 Hi-Rise	26,150	22,000	(4,150)	22,000	4,150
4310.04 - Water-156 Annex	13,571	13,250	(321)	13,250	321
4310.05 - Water 168 N. Main	168	1,000		1,000	
4320 - Electricity			-		-
4320.01 - Electric-140 Hi-Rise	62,180	70,000	7,820	70,000	(7,820)
4320.04 - Electric-156 Annex	28,755	20,000	(8,755)	20,000	8,755
4320.05 - Electric-168 N ,amin	2,037	3,000		3,000	(963)
4330 - Gas/Fuel	(795.27)		795		(795)
4330.01 - Gas-140 Hi-Rise	23,276.91	40,000	16,723	40,000	(16,723)
4330.04 - Gas-156 Annex	9,920	21,000	11,080	21,000	(11,080)
4330.05 - Gas-168 N Main	796	1,500	704	1,500	(704)
4340 - Fuel-Oil	470	1,000	530	1,000	(530)
4360.1 - Energy Saving Contract	-		-		-
4390 - Sewer	-		-		-
4390.01 - Sewage-140 Hi-Rise	40,000	40,000		40,000	
4390.04 - Sewage-156 Annex	25,000	25,000		25,000	
4390.05 - Sewage-168 N Main	751	1,000	249	1,000	
4390.1 - Fire Protection	8,852	4,500	(4,352)	4,500	4,352
4390.2 - Water Treatment	-	1,500	1,500	1,500	(1,500)
4390.3 - ACUA/Recycling	409		(409)		409
Total Utilities	241,540	264,750	23,210	264,750	(23,210)
MAINTENANCE					
4410 - Maintenance Salary	93,180	107,160	13,980	104,384	(11,204)
4410 - Maintenance OverTime	-	7,879	7,879	8,008	
Overtime Benefits - 20%		1,576		1,602	
			-		
4420 - Materials	477		(477)		477
4420.1 - Painting Materials	3,338	2,000	(1,338)	2,000	1,338
4420.2 - Misc. Supplies	12,920	10,000	(2,920)	10,000	2,920
4420.3 - Electrical Materials	2,292	1,000	(1,292)	1,000	1,292
4420.4 - Plumbing Materials	5,788	2,000	(3,788)	2,000	3,788
4420.5 - Locks/Hardware	226	1,000	774	1,000	(774)
4420.6 - Appliance Parts	1,981	2,000	19	2,000	(19)
4420.7 - Appliances	4,705	1,000	(3,705)	1,000	3,705
4420.8 - Doors/Windows	3,842	4,500	658	4,500	(658)
4420.9 - Heater Parts	325		(325)		
Total Materials	35,894	23,500	(12,394)	23,500	
MAINTENANCE CONTRACTS			-		
4430 - Contract Cost	595		(595)		595
4430.04 - Painting Contracts	-	850	850	500	(500)
4430.06 - Auto Repair	742	1,500	758	1,500	
4430.1 - Heating & Cooling Contracts	447	1,000	553	1,000	(553)
4430.2 - Snow Removal Contracts	1,000	2,000	1,000	2,000	(1,000)
4430.3 - Elevator Maint. Contracts	16,843	10,000	(6,843)	15,000	1,843
4430.4 - Landscape & Grounds Contracts	3,050	3,000	(50)	3,050	-
4430.5 - Extermination Contracts	8,197	7,000	(1,197)	7,000	1,197
4430.51 - Bed Bug Treatment	6,368	6,400	32	6,400	(32)
4430.6 - Janitorial Contracts	-	-	-	-	-
4430.7 - Misc. Contracts	32,702	10,000	(22,702)	10,000	22,702
4430.75 - Maint. Temp Contracts	15,169		(15,169)		15,169
4430.8 - Fire Protection Contracts	37,618	22,000	(15,618)	24,000	13,618
4431 - Contract Cost - Trash	-	1,500	1,500	-	-
Total Maintenance Contract Cost	122,730	65,250	(57,480)	70,450	52,280
			-		
4433 - LIPH Maint Benefits	54,239	74,031	19,792	65,313	(11,075)
4500 - General Expense			-		
4510 - Insurance	58,420	56,000	(2,420)	60,000	(1,580)
4520 - Payments in Lieu of Taxes	18,000	18,000		18,000	
4540 - Employee Benefit Contributions	7,385		(7,385)		
4570 - Collection Losses	2,569	5,000	2,431	3,000	
4580.1 - Developer Subsidy Phase I	122,284	123,017	732	148,303	
4580.2 - Developer Subsidy Phase II	126,502	175,765	49,264	196,628	
4590 - Other General Expenses	-	7,000	7,000	7,000	
4610 - Extraordinary maintenance	4,341		(4,341)		
7520 - Replacement of Equipment	10,800		(10,800)		
7540 Property Betterment & Additions	7,520	200,000	192,480	200,000	
Total Other Expenses	299,401	528,782	229,381	572,931	(273,530)
Expense Grand Total	1,395,264	1,655,462	67,718	1,691,324	(296,061)
OPERATING RESERVES	(18,320)	(200,000)		(200,000)	181,680
TOTAL NET EXPENSES	1,376,944	1,455,462		1,491,324	(114,380)
NET GAIN/(LOSS)	249,215	25,131		29,563	

Pleasantville Housing Authority
Housing Choice Voucher - Operating Budget
April 1, 2016 - March 31, 2017

		12					
INCOME		3/31/2016 Estimated Actual	2016 BUDGET	Variance 2016 Budget vs. Actuals	2017 BUDGET	2016 Actual vs. 2017 Budget Variance	
3610 - Interest on General Fund I		-	-	-	-	-	-
3690.1 - Other Income		-	2,100	(2,100)	2,100	2,100	
3690.2 - Set Aside Funding		8,856	1,000	7,856	2,500	(6,356)	
3690.P - Portability Administration		-	-	-	-	-	
3690.PAF - Portable admin fee income		70,376.00	70,000	376	70,000	(376)	
3690.PH - Portability HAP Income		1,269,615.00	1,300,000	(30,385)	1,300,000	30,385	
8020 - HAP Subsidy		2,144,560.00	2,089,704	54,856	2,083,185	(61,375)	
8021 - Administrative Subsidy		205,891.00	189,770	16,121	204,796	(1,095)	
8022 - FSS Coordinator		-	-	-	-	-	
Total		3,699,298	3,652,574	46,724			
Total Income		3,699,298	3,652,574	46,724	3,662,581	(36,717)	
				46,724			

	3/31/2016 Estimated Actual	2016 BUDGET	Variance 2016 Budget vs. Actuals	2017 BUDGET	2016 Actual vs. 2017 Budget
EXPENSES					
4110 - Non-Technical Salary (Admin)	135,568	129,314	(6,254)	118,560	17,008
4120 - Compensated Absences Exp.	-	-	-	-	-
4130 - Legal	8,000	3,000	(5,000)	5,000	3,000
4140 - Training Expense	5,214	3,000	(2,214)	3,500	1,714
4150 - Travel	2,472	1,000	(1,472)	1,500	972
4170 - Accounting	3,602	3,000	(602)	3,000	602
4171 - Audit Expense	6,413	6,500	87	6,500	(87)
4180 - Communication, Telephone	4,003	3,500	(503)	4,000	3
4180.2 - Cell Phone Cost	432	432	(0)	432	0
4180.4 - Internet Charges	1,088	-	(1,088)	-	-
4190 - Sundry	2,565	1,000	(1,565)	1,000	1,565
4190.2 - Office Supplies	3,593	2,500	(1,093)	2,500	1,093
4190.3 - Copier Maintenance/ Supplies	1,785	750	(1,035)	750	1,035
4190.5 - Postage Cost	2,580	2,100	(480)	2,100	480
4190.7 - Computer Services & Web Cost Contracts	6,069	4,300	(1,769)	6,000	69
4197 - Admin Contracts	-	1,000	1,000	1,000	(1,000)
Total Administrative Expenses	183,385	161,396	(21,989)	155,841	27,543
Salaries/Stipends	-	-	-	-	-
Tenant Interviewers	-	-	-	-	-
4210 - FSS Coordinator - (Salary)	(3,704)	-	3,704	-	(3,704)
Resident Services Contract Cost	-	-	-	-	-
Total Tenant Services	(3,704)	-	3,704	-	(3,704)
4340 - Gas/Fuel	148	100	(48)	150	(2)
4420 - Materials	-	-	-	-	-
4430 - Contract Cost	-	-	-	-	-
Total Maintenance & Vehicle Expenses	148	100	(48)	150	(2)
4510 - Insurance Expense	3,000	3,000	-	3,000	-
4540 - Employee Benefit Contributions	63,871	72,011	8,140	85,411	(21,540)
4590 - Rental Expense	4,800	4,800	-	4,800	-
4590.1 - Contract Inspection Services	-	14,000	14,000	14,000	(14,000)
4590.2 - Other General Expenses	-	-	-	-	-
4590.ADM - Administrative Fee Expense	5,708	7,000	1,292	6,000	(292)
Total General Expenses	77,379	100,811	23,432	113,211	(35,832)
4715 - HAP Expense	3,256,719	3,373,991	117,272	3,366,348	(109,629)
4715.ADJ - Portable adjustment expense	-	-	-	-	-
4715.FSS1	18,023	15,713	(2,310)	16,837	1,185
4715.PA - HAP Expense / Pleasant Acres	65,900	-	-	-	65,900
4715.R - HAP Expense/Org. Relocation Units	-	-	-	-	-
Total HAP Expenses	3,340,641	3,389,704	49,063	3,383,185	(42,544)
7520 - Replacement of Equipment	5,200				
7540 - Property Betterment & Additions					
Total	3,603,049	3,652,011	54,162	3,652,387	(49,338)
Total Expenses	3,603,049	3,652,011	54,162	3,652,387	(49,338)
Net Income	96,249	563	100,885	10,193	
LESS: HAP Income	73,534	-	-	-	
Capital Expenditures	5,200				
Net Admin Income/Loss	27,915	563		10,193	