

**Pleasantville Housing Authority**  
**Housing Choice Voucher - Operating Budget**  
**April 1, 2018 - March 31, 2019**

		12						
	Period(s) Activity 02/28/2018	3/31/2018 Estimated Actual	2018 BUDGET	Variance 2018 Budget vs. Actuals	2019 BUDGET	2018 Actual vs. 2019 Budget Variance	COMMENTS	
<b>INCOME</b>								
3610 - Interest on General Fund I		-	-	-	-	-		
3690.1 - Other Income	55,196	66,235	2,100	64,135	1,300	(64,935)	Failed Second Inspection	
3690.2 - Set Aside Funding		5,365	2,500	2,865	2,500	(2,865)		
3690.P - Portability Administration		-		-		-		
3690.PAF - Portable admin fee income	62,667	68,364	65,000	3,364	65,000	(3,364)	ports from AC & Others Programs	
3690.PH - Portability HAP Income	1,050,437	1,145,931	1,200,000	(54,069)	1,200,000	54,069	ports from AC & Others Programs	
3690.RAD RAD PVB Income	199,793	299,690			1,198,764		\$99,897 X 12 March Allocation	
8020 - HAP Subsidy	1,776,198	1,946,754	2,002,604	(55,850)	2,111,052	164,298	\$175,921 X 12 (March 2018)	
8021 - Administrative Subsidy	172,955	188,621	200,016	(11,395)	187,992	(629)	\$15,666 X 12 (March 2018)	
8022 - FSS Coordinator		-		-		-		
<b>Total</b>	<b>3,317,246</b>	<b>3,720,960</b>	<b>3,472,220</b>	<b>(50,950)</b>	<b>4,766,608</b>			
<b>Total Income</b>	<b>3,317,246</b>	<b>3,720,960</b>	<b>3,472,220</b>	<b>(50,950)</b>	<b>4,766,608</b>	<b>146,574</b>		
				248,740				

EXPENSES	Period(s) Activity 02/28/2018	3/31/2018 Estimated Actual	2018 BUDGET	Variance 2018 Budget vs. Actuals	2019 BUDGET	2018 Actual vs. 2019 Budget Variance	COMMENTS
4110 - Non-Technical Salary (Admin)	109,727	119,702	124,786	10,847	130,549	(10,847)	Should HCV Coordinator be adjusted?
4120 - Compensated Absences Exp.	-	-	-	-	-	-	
4130 - Legal	365	398	5,000	4,602	2,000	(1,602)	
4140 - Training Expense	70	70	3,500	3,430	3,500	(3,430)	New HCV Employees required training
4150 - Travel	-	-	1,500	1,500	1,500	(1,500)	New HCV Employees required training
4170 - Accounting	3,468	3,783	3,000	(783)	3,000	783	
4171 - Audit Expense	6,279	6,279	6,500	221	6,500	(221)	
4180 - Communication, Telephone	2,772	3,024	5,000	1,976	4,000	(976)	
4180.2 - Cell Phone Cost	360	432	432	(0)	432	0	
4180.4 - Internet Charges	1,059	1,155	1,300	145	1,300		??? 106x 12=1272
4190 - Sundry	601	656	1,000	344	1,000	(344)	
4190.2 - Office Supplies	1,611	1,757	3,000	1,243	2,500	(743)	
4190.3 - Copier Maintenance/ Supplies	638	696	750	54	750	(54)	
4190.5 - Postage Cost	1,310	1,429	2,100	671	2,100	(671)	
4190.7 - Computer Services & Web Cost Contracts	6,043	6,592	6,000	(592)	6,750	(158)	
4197 - Admin Contracts	-	-	1,000	1,000	1,000	(1,000)	Grant Writing
<b>Total Administrative Expenses</b>	<b>134,303</b>	<b>145,974</b>	<b>164,868</b>	<b>24,656</b>	<b>166,881</b>	<b>(20,906)</b>	
Salaries/Stipends	-	-	-	-	-	-	
Tenant Interviewers	-	-	-	-	-	-	
4210 - FSS Programs	706	706	-	(706)	2,000	706	
Resident Services Contract Cost	-	-	-	-	-	-	
<b>Total Tenant Services</b>	<b>706</b>	<b>706</b>	<b>-</b>	<b>(706)</b>	<b>2,000</b>	<b>(1,294)</b>	
4340 - Gas/Fuel	129	141	200	59	200	(59)	
4420 - Materials	-	-	-	-	-	-	
4430 - Contract Cost	-	-	-	-	-	-	
<b>Total Maintenance &amp; Vehicle Expenses</b>	<b>129</b>	<b>141</b>	<b>200</b>	<b>59</b>	<b>200</b>	<b>(59)</b>	
4510 - Insurance Expense	6,993	6,993	6,000	(993)	7,000	(7)	
4540 - Employee Benefit Contributions	46,964	51,233	69,998	18,765	-	51,233	
4590 - Rental Expense	-	-	4,800	4,800	4,800	(4,800)	301 Woodland Ave.
4590.1 - Contract Inspection Services	-	-	14,000	14,000	14,000	(14,000)	Will use staff to reduce cost, ACIA & Bi-Annual Inspections
4590.2 - Other General Expenses	-	-	-	-	-	-	
4590.ADM - Administrative Fee Expense	3,806	4,152	4,000	(152)	4,000	152	Reduced ports out
<b>Total General Expenses</b>	<b>57,763</b>	<b>62,378</b>	<b>98,798</b>	<b>36,420</b>	<b>29,800</b>	<b>32,578</b>	
4715 - HAP Expense	2,688,253	2,937,258	3,185,767	248,509	3,294,215	(356,957)	
<b>4715.FSS1</b>	<b>49,365</b>	<b>53,783</b>	<b>16,837</b>	<b>(36,946)</b>	<b>16,837</b>	<b>36,946</b>	.5% of HAP Expenses
4715.PA - HAP Expense / Pleasant Acres	116,568	127,386	-	-	-	127,386	
4715.RAD - RAD HAP Expense	180,384	270,576	-	-	1,198,764	(928,188)	
<b>Total HAP Expenses</b>	<b>3,034,570</b>	<b>3,389,003</b>	<b>3,202,604</b>	<b>(186,399)</b>	<b>4,509,816</b>	<b>(1,120,813)</b>	
<b>7520 - Replacement of Equipment</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	Desk Printer, Shredder
<b>Total</b>	<b>3,227,471</b>	<b>3,598,203</b>	<b>3,466,470</b>	<b>(125,970)</b>	<b>4,708,697</b>	<b>(1,110,494)</b>	
<b>Total Expenses</b>	<b>3,227,471</b>	<b>3,598,203</b>	<b>3,466,470</b>	<b>(125,970)</b>	<b>4,708,697</b>	<b>(1,110,494)</b>	
<b>Net Income</b>	<b>89,775</b>	<b>122,758</b>	<b>5,750</b>	<b>(176,919)</b>	<b>57,911</b>		
<b>LESS: HAP Income</b>	<b>(8,142)</b>	<b>3,372</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>-</b>	<b>1,000</b>		
<b>Previous Year Adjustment</b>	<b>54,946</b>	<b>54,946</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>Net Admin Income/Loss</b>	<b>42,971</b>	<b>64,440</b>	<b>5,750</b>	<b>-</b>	<b>58,911</b>		

**Pleasantville Housing Authority**

**Public Housing - 2018-2019 Operating Budget**

	12							
	Period(s)	3/31/2018	2018 BUDGET	Variance 2018	2019 BUDGET	2018 Actual vs.		
	Activity as of	Estimated Actual		Budget vs.		2019 Budget	Variance	COMMENTS
	12/31/2017			Actuals				
<b>INCOME</b>								
3110 - Rental Income	349,861	466,482	466,944	(462)	460,800	(5,682)		Aver rent \$300, 2% vacancy rate used
<b>3190 - Non-Dwelling Rental Income</b>	7,137	9,516	9,516	-	7,800	(1,716)		CHDO office Space-\$650 starting 4/1/2018
3111 - Other Rental Income								
3610 - Interest on General Fund I	639	852	50	802	1,000	148		Interest from PVHA accounts
3610.1 - Interest on Investments	-	0	-	-	-	-		
Total Investment Income	639	852	50	802	1,000	148		
3120 - Excess Utilities	2,261	3,015	5,000	(1,985)	4,000	985		
3690 - Other Income Misc.	2,669	3,558	9,000	(5,442)	5,000	1,442		
3690.1 - Other Income - Late Fees	480	640	400	240	650	10		
3690.2 - Miscellaneous Charge	1,268	1,691	2,500	(809)	2,500	809		
3690.7 - Insurance Proceeds	29,000	3,947		3,947		(3,947)		
3690.9 - Other Income - Misc	-	0	-	-	-	-		
3690.CAL - Laundry Rm. Commission Caleco	2,868	3,823	6,000	(2,177)	4,500	677		
3690.NF - Other Income-Non-Program/Federal	25,535	34,047	35,500	(1,453)	-	(34,047)		13,500 Single Point, PHFSS/CSS
3690.RE - Real Estate Sales Proceeds	-	9,740				(9,740)		
Total Other Income	64,080	60,461	58,400	2,061	16,650	(43,811)		
3690.CFP - Operating Transfers - CFP	-	0	20,000	(20,000)	-	-		
3690.P - Other Income Ports	-							
3690.FSS - Other Income-PHFSS								
<b>3900 - Management Fee Income - NON-FED</b>	18,000	24,000	36,000		48,000			Shared Servie Agreement/Increased at Board Meeting 3/2017
8020 - Operating Subsidy	473,750	708,182	541,503	166,678	937,728	229,546		RAD PBV
8020.1 - Subsidy - Developers 36 ACC Units	131,210	153,296	153,914	(618)	88,344	(64,952)		RAD PBV
8020.2 - Subsidy - Developers 41 ACC units	188,323	231,499	218,006	13,493	172,704	(58,795)		RAD PBV
Total Income	1,233,001	1,654,287	1,504,334	149,954	1,733,026	78,739		
<b>Net Total Income</b>	<b>1,233,001</b>	<b>1,654,287</b>	<b>1,504,334</b>	<b>149,954</b>	<b>1,733,026</b>	<b>78,739</b>		
<b>EXPENSES</b>								
<b>ADMINISTRATION</b>								
4110 - Non-Technical Salary (admin)	144,912	193,216	181,941	(11,275)	195,060	(1,844)		Reduced because of allocation to Non-Program Funds
4110.NF Non-Federal Admin Salary	31,430	41,906	45,858		53,041	(11,135)		
4120 - Compensated Absences Expense	-	1,000	-	(1,000)	-	-		
4130 - Legal	17,743	23,657	15,000	(8,657)	15,000	8,657		Management, Labor, Development
4140 - Training / Staff	7,034	9,379	15,000	5,621	15,000	(5,621)		Staff & Commissioners
4150 - Travel	3,144	4,192	3,000	(1,192)	3,000	1,192		Staff & Commissioners
4170 - Accounting Costs	6,037	8,049	5,000	(3,049)	5,000	3,049		Will charge some of Bloosky
4171 - Audit Cost	6,728	6,728	7,500	772	7,500	(772)		
4175 - Property Management Fees AMP# 1		-			56,264			Paid to PVCDC for RAD 6%
Total Other Administration	217,027	288,127	273,299	(14,829)	349,865	(61,738)		
<b>COMMUNICATION</b>								
4180 - Communications Office Phones	2,789	3,718	3,500	(218)	3,500	218		
4180.1 - Answering Service	605	806	2,000	1,194	2,000	(1,194)		Contract amount
4180.2 - Cell Phone Costs	1,676	2,235	3,000	765	3,000	(765)		
4180.3 - Phone Service Agreements	3,892	5,190	4,000	(1,190)	4,000	1,190		
4180.4 - Internet Charges	4,081	5,441	4,500	(941)	4,500	941		
4180.5 - Communications Other	3,021	4,027	2,000	(2,027)	3,500	527		
4180.6 - Emergency Call Systems	480	640		(640)	1,000	(360)		
Total Communication	16,544	22,058	19,000	(3,058)	21,500	558		
4182 - LIPH Admin Benefits	64,822	113,124	113,499	375	120,324	(7,200)		include Retiree benefits 70%
4182.NF Non-Federal Admin Benefits	9,346	12,461	39,365	26,904	15,912	(3,451)		
<b>4190 SUNDRY</b>								
4190 - Sundry General	4,350	5,800	3,500	(2,300)	-	5,800		Moved 2019 budget to Office Supplies & Exp
4190.1 Bank Errors	126							
4190.2 - Office Supplies	1,855	2,474	4,500	2,026	8,000	(5,526)		
4190.3 - Copier Maintenance/Supplies	1,245	1,660	2,500	840	2,500	(840)		
4190.4 - Membership Dues and Subscriptions	2,154	2,872	3,500	628	3,500	(628)		
4190.5 - Postage Cost	3,233	4,311	3,500	(811)	3,500	811		
4190.6 - Licenses and Inspection Cost	2,365	3,153	3,000	(153)	3,000	153		? details
4190.8 - Loan Interest Expense		-				-		
4190 TOTAL Sundry General	15,328	20,270	20,500	230	20,500	(230)		
4190.7 - Computer Services and Web Cost	8,775	17,380	15,000	(2,380)	15,000	2,380		
4197 - Admin Contract	9,534	12,711	2,000	(10,711)	2,000	10,711		
4197.2 Payroll Billing Fees	3,320	4,427	4,300	(127)	4,300			
4199 - Non-Program Admin Expense	54,890	73,186	15,000	(58,186)	15,000	58,186		Cost using non-program funds/Donations
Total Administration	399,585	563,745	501,963	(61,782)	564,401	(657)		
<b>RESIDENT SERVICES</b>								
4210 - Resident Services-Salaries & Benefits		-				-		
4220 - RS-Recreation, Publication & Other	2,012	2,683	3,000	317	3,000	(317)		Resident participation/ National Night Out
4230 - Resident Services-Contract Cost			10,000	10,000	10,000	(10,000)		Resident Security/Kitchen, Educational Training
4233 - LIPH TS Benefits		-				-		
Total Resident Services	2,012	2,683	13,000	10,317	13,000	(10,317)		

	Period(s) Activity as of 12/31/2017	3/31/2018 Estimated Actual	2018 BUDGET	Variance 2018 Budget vs. Actuals	2019 BUDGET	2018 Actual vs. 2019 Budget Variance	
<b>UTILITIES</b>							
4310 - Water	-	-	-	-	-	-	when is the next payment
4310.01 - Water-140 Hi-Rise	15,171	20,228	22,000	1,772	22,000	(1,772)	Should decrease due to new boilers, water heater...
4310.04 - Water-156 Annex	9,739	12,986	13,250	264	13,250	(264)	
4310.05 - Water 168 N. Main	167	222	1,000		1,000		
<b>4320 - Electricity</b>							
4320.01 - Electric-140 Hi-Rise	39,579	52,773	70,000	17,227	65,000	(12,227)	
4320.04 - Electric-156 Annex	17,647	23,529	20,000	(3,529)	25,000	(1,471)	
4320.05 - Electric-168 N.amin	1,765	2,353	3,000		3,000	(647)	
<b>4330 - Gas/Fuel</b>							
4330.01 - Gas-140 Hi-Rise	24,673	32,898	40,000	7,102	40,000	(7,102)	
4330.04 - Gas-156 Annex	8,672	11,563	18,000	6,437	18,000	(6,437)	
4330.05 - Gas-168 N Main	561	747	1,500	753	1,500	(753)	
4340 - Fuel-Oil	1,749	2,332	1,000	(1,332)	2,000	332	Backup Generators, automobiles
4360.1 - Energy Saving Contract	-	-	-	-	-	-	
4390 - Sewer	-	-	-	-	-	-	
4390.01 - Sewage-140 Hi-Rise	20,000	40,000	40,000	-	40,000	-	
4390.04 - Sewage-156 Annex	12,500	25,000	25,000	-	25,000	-	
4390.05 - Sewage-168 N Main	-	-	1,000	1,000	1,000	-	
4390.1 - Fire Protection	3,967	5,289	4,500	(789)	4,500	789	
4390.2 - Water Treatment	-	-	1,500	1,500	1,500	(1,500)	
4390.3 - ACUA/Recycling	625	833	-	(833)	-	833	
<b>Total Utilities</b>	<b>156,814</b>	<b>230,753</b>	<b>261,750</b>	<b>30,997</b>	<b>262,750</b>	<b>(31,997)</b>	
<b>MAINTENANCE</b>							
4410 - Maintenance Salary	80,920	107,893	101,857	(6,036)	110,020	(2,127)	
4410 - Maintenance OverTime	-	-	7,460	7,460	11,891	(11,891)	
Overtime Benefits - 20%	-	-	1,492	1,492	2,378	(2,378)	
<b>4420 - Materials</b>							
4420.1 - Painting Materials	2,151	2,868	2,000	(868)	2,000	868	
4420.2 - Misc. Supplies	15,751	21,001	12,500	(8,501)	11,000	10,001	Winter weather, REAC, new maintenance supervisors 2014-2015
4420.3 - Electrical Materials	4	5	1,000	995	500	(495)	
4420.4 - Plumbing Materials	1,941	2,588	2,000	(588)	2,000	588	
4420.5 - Locks/Hardware	602	802	1,000	198	1,000	(198)	
4420.6 - Appliance Parts	2,568	3,424	2,000	(1,424)	2,500	924	
4420.7 - Appliances	1,716	2,288	1,000	(1,288)	1,500	788	
4420.8 - Doors/Windows	6,176	8,235	4,500	(3,735)	4,500	3,735	Prepared for REAC in 2017
4420.9 - Heater Parts	60	80	-	(80)	500	(420)	
<b>Total Materials</b>	<b>30,969</b>	<b>41,291</b>	<b>26,000</b>	<b>(15,291)</b>	<b>25,500</b>		
<b>MAINTENANCE CONTRACTS</b>							
4430 - Contract Cost	-	-	-	-	-	-	
4430.04 - Painting Contracts	1,100	1,100	500	(600)	500	600	
4430.06 - Auto Repair	1,319	1,758	2,000	242	2,000	-	
4430.1 - Heating & Cooling Contracts	4,996	6,661	2,000	(4,661)	2,000	4,661	
4430.2 - Snow Removal Contracts	1,034	1,379	2,000	621	2,000	(621)	
4430.3 - Elevator Maint. Contracts	11,399	15,199	15,000	(199)	15,000	199	
4430.4 - Landscape & Grounds Contracts	1,632	2,176	3,050	874	3,050	(874)	REAC in 2014-2015
4430.5 - Extermination Contracts	6,543	8,724	7,000	(1,724)	7,200	1,524	
4430.51 - Bed Bug Treatment	1,200	1,600	6,400	4,800	4,000	(2,400)	
4430.6 - Janitorial Contracts	25	33	-	(33)	5,000	(4,967)	Clean Trash Chutes
4430.7 - Misc. Contracts	11,514	15,352	10,000	(5,352)	12,500	2,852	schedule by category
4430.75 - Maint. Temp Contracts	-	-	-	-	-	-	Expense in P/R
4430.8 - Fire Protection Contracts	22,290	29,720	24,000	(5,720)	25,000	4,720	
4431 - Contract Cost - Trash	-	-	-	-	-	-	Numerous repairs in 2014-2015
<b>Total Maintenance Contract Cost</b>	<b>63,052</b>	<b>83,702</b>	<b>71,950</b>	<b>(11,752)</b>	<b>78,250</b>	<b>5,452</b>	
4433 - LIPH Maint Benefits	49,796	66,394	82,395	16,001	60,871	5,523	
4500 - General Expense	-	-	-	-	-	-	
4510 - Insurance	36,521	48,695	60,000	11,305	60,000	(11,305)	Reduce NSP 1 insurance
4520 - Payments in Lieu of Taxes	-	22,000	22,000	-	22,000	-	
4540 - Employee Benefit Contributions	-	-	-	-	-	-	
4570 - Collection Losses	-	1,204	3,000	1,796	3,000	-	
4580.1 - Developer Subsidy Phase I	81,429	108,573	138,523	29,950	88,344		Paid to Ingerman
4580.2 - Developer Subsidy Phase II	94,829	126,439	196,205	69,766	172,704		Paid to Ingerman
4590 - Other General Expenses	47,455	63,274	7,000	(56,274)	6,600		auto allowance
4610 - Extraordinary maintenance	5,440	5,440	-	(5,440)	-	-	
7520 - Replacement of Equipment	12,747	16,996	-	(16,996)	5,000	-	
7520.01 Redevelopment Acct.	9,564	12,752	-	(12,752)	30,000	-	
7540 Property Betterment & Additions	33,847	45,129	150,000	104,871	90,000	-	
<b>Replacement Reserve AMP# 1</b>					125,236		
<b>Total Other Expenses</b>	<b>285,312</b>	<b>401,807</b>	<b>516,728</b>	<b>114,921</b>	<b>542,884</b>	<b>(141,077)</b>	
<b>Expense Grand Total</b>	<b>1,104,981</b>	<b>1,546,962</b>	<b>1,644,594</b>	<b>(94,848)</b>	<b>1,731,946</b>	<b>(184,984)</b>	
<b>GAIN/(LOSS)</b>	<b>128,020</b>	<b>107,325</b>	<b>(140,261)</b>		<b>1,080</b>		
<b>OPERATING RESERVES</b>	<b>(56,158)</b>	<b>(74,877)</b>	<b>(150,000)</b>		<b>(250,236)</b>	<b>175,358</b>	
<b>TOTAL NET EXPENSES</b>	<b>1,048,823</b>	<b>1,472,085</b>	<b>1,494,594</b>		<b>1,481,710</b>	<b>(9,625)</b>	
<b>NET GAIN/(LOSS)</b>	<b>184,178</b>	<b>182,203</b>	<b>9,739</b>		<b>251,316</b>		