

CITY OF SANTA ROSA  
HOUSING AUTHORITY

TO: HOUSING AUTHORITY COMMISSIONERS  
FROM: KATE GOLDFINE, ADMINISTRATIVE SERVICES OFFICER  
HOUSING & COMMUNITY SERVICES DEPARTMENT  
SUBJECT: FISCAL YEAR 2018/19 HOUSING AUTHORITY BUDGET  
ADOPTION  
AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Housing & Community Services Department that the Housing Authority, by resolution, adopt the proposed budget for Fiscal Year (FY) 2018/19.

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EXECUTIVE SUMMARY

The purpose of this action is for the Housing Authority to adopt the FY 2018/19 Housing Authority revenue, transfer, and expenditure budget.

BACKGROUND

The Housing Authority's annual budget process runs concurrently with the City's process from January through June each year. The Executive Director of the Housing Authority is charged with submitting an expenditure, revenue, and transfer budget for all Housing Authority programs for approval by the Housing Authority Commissioners, which then becomes the formal budget for the next fiscal year. The Housing Authority is asked to adopt the budget at their June meeting each year.

PRIOR HOUSING AUTHORITY REVIEW

On February 26, 2018 the Housing Authority conducted a study session to provide commentary and hear from the public on the annual budget process.

On May 21, 2018, the Housing Authority held a study session to review the proposed FY 2018/19 budget.

ANALYSIS

There have been no changes to the budget since the Housing Authority reviewed it on May 21, 2018.

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Staff has prepared the Housing Authority budget for FY 2018/19: total revenue budget of \$29,668,691, for the following programs: \$27,104,596 for Housing Choice Vouchers; \$4,285,075 for the Santa Rosa Housing Trust (SRHT) and \$1,468,864 for the Administrative budget; transfers-in budget of \$881,287, with the source of funds being City General Fund Real Property Transfer Tax, budgeted to the SRHT; and expenditure budget of \$33,600,260 for the following programs: \$26,883,371 for Housing Choice Vouchers; \$5,248,025 for the SRHT and \$1,468,864 for the Administrative budget, which is funded by the Housing & Community Services programs that utilize those services and supplies.

The Housing Authority set a reserve policy for the SRHT to maintain a reserve of 15% of its operational budget. They FY 2018/19 SRHT budget meets this requirement.

FISCAL IMPACT

The Housing Authority is asked to approve the revenue, transfer, and expenditure budget for FY 2018/19 so staff may receive revenue and transfers funding and expend funds for their intended purposes.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

COUNCIL/BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 - FY 2018/19 Housing Authority Proposed Budget Summary
- Attachment 2 – City of Santa Rosa Budget Document- Housing Authority Section
- Resolution

CONTACT

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