

**KENDALL HOUSING AUTHORITY**  
**RESOLUTION NO. 2021 – 02**  
**APPROVAL OF FY 2021 BUDGET**


***BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE KENDALL HOUSING AUTHORITY, as follows:***


**Section 1:** It is in the best interest of the Kendall Housing Authority (KHA) to take the following action:

To adopt the attached FY 2021 Budget.

**Section 2:** This Resolution is effective upon its adoption.

*Approved by the Kendall Housing Authority Board of Commissioners, on this 26th day of February, 2021.*

  
Matthew Prochaska  
Chairman

  
Tom Grant  
Secretary/Treasurer

Ayes: 3

Nays: 0

Abstain: 1





Kendall Housing Authority - Housing Choice Voucher Programs - Administrative Fees

**CY2021 Annual Budget**



	<b>CY2020</b>	<b>CY2020</b>		<b>CY2021</b>	
	<b>Final</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>	<b>Notes</b>
<b>INCOME</b>					
<b>GRANT INCOME</b>					
HCV - Admin. Fee	172,394.00	162,600.00	9,794.00	190,732.00	Avg 168 Vouchers(156 HCV, 12 Mainstream)/Month, 81% Proration Rate
HCV - Port-In Admin Fee	104,301.65	103,800.00	501.65	107,595.00	Avg 157 Vouchers, Avg Admin Fee \$57.11
Other Government Grants	36,809.25	0.00	36,809.25	30,487.75	Balances of CARES Act Admin Funding
<b>TOTAL GRANT INCOME</b>	<b>313,504.90</b>	<b>266,400.00</b>	<b>47,104.90</b>	<b>328,814.75</b>	
<b>OTHER INCOME</b>					
Investment Income - Unrestricted	242.99	420.00	-177.01	300.00	
Fraud Recovery - Admin	14,106.25	8,000.00	6,106.25	10,200.00	Based on \$850 Monthly Receivable
<b>TOTAL OTHER INCOME</b>	<b>14,349.24</b>	<b>8,420.00</b>	<b>5,929.24</b>	<b>10,500.00</b>	
<b>TOTAL INCOME</b>	<b>327,854.14</b>	<b>274,820.00</b>	<b>53,034.14</b>	<b>339,314.75</b>	
<b>EXPENSES</b>					
<b>ADMINISTRATIVE</b>					
Other Admin Expenses					
Staff Training	0.00	500.00	500.00	0.00	
Travel - Mileage Reimbursements	2,553.64	4,500.00	1,946.36	2,850.00	Est 425 Miles/month @ \$0.56 Annual Rate
Auditing Fees	9,376.50	8,700.00	-676.50	9,660.00	Contracted Annual Cost
Port Out - Admin	17,560.61	6,500.00	-11,060.61	17,350.00	Est 24 Port Outs at 81% proration
Management Fee	235,191.32	226,440.00	-8,751.32	253,577.95	
Office Rent	4,800.00	4,800.00	0.00	4,800.00	
<b>Total Other Admin Expenses</b>	<b>269,482.07</b>	<b>251,440.00</b>	<b>-18,042.07</b>	<b>288,237.95</b>	
Miscellaneous Admin Expenses					
Membership and Fees	493.20	700.00	206.80	700.00	
Publications	0.00	75.00	75.00	0.00	
Advertising	82.57	75.00	-7.57	100.00	
Office Supplies	182.00	750.00	568.00	300.00	
Computer Support	7,637.74	5,700.00	-1,937.74	7,800.00	Yardi Allocation Fee for KHA licenses used
Telephone	0.00	750.00	750.00	0.00	