

**SAN ANTONIO HOUSING TRUST  
INCOME SOURCES AND OPERATING BUDGET  
FY 2018-2019**

	ACTUAL FY 2017	BUDGET FY 2018	ESTIMATE FY 2018	PROPOSED FY2019
<b>REVENUES</b>				
San Antonio Housing Trust	\$ 142,155	\$ 128,575	\$ 128,575	\$ 159,283
SAHT Finance Corp Admin Fees	76,125	100,410	100,410	110,606
San Antonio Housing Trust PFC Admin Fees	84,450	101,494	101,494	111,776
SAHTF General Operating	65,935	69,450	69,450	69,316
<b>Total Revenues</b>	<b>\$ 368,665</b>	<b>\$ 399,929</b>	<b>\$ 399,929</b>	<b>\$ 450,980</b>
<b>FINANCE CORP-APPROPRIATIONS</b>				
Contract-Bookkeeping-Finance	\$ 660	\$ 810	\$ 660	\$ 810
Salaries-Finance	\$ 58,128	\$ 86,000	\$ 63,148	\$ 96,959
Taxes-Payroll-Finance	\$ 4,068	\$ 6,450	\$ 4,520	\$ 6,787
Insurance - D&O-Finance	\$ -	\$ 6,800	\$ 3,435	\$ 4,200
Entertainment & Food - Finance	\$ - #	\$ 150	\$ -	\$ 150
Auto Allowance- Finance	\$ -	\$ 200	\$ -	\$ 200
Maint. & Repairs	\$ -	\$ -	\$ -	\$ 1,500
<b>Total - Finance Corporation</b>	<b>\$ 62,857</b>	<b>\$ 100,410</b>	<b>\$ 71,762</b>	<b>\$ 110,606</b>
<b>PFC -APPROPRIATIONS</b>				
Contract-Bookkeeping - PFC	\$ 540	\$ 750	\$ 540	\$ 810
Salaries - PFC	\$ 68,543	\$ 87,000	\$ 75,163	\$ 97,959
Taxes-Payroll - PFC	\$ 4,768	\$ 6,525	\$ 5,450	\$ 6,857
Insurance - D&O-PFC	\$ -	\$ 6,869	\$ 3,435	\$ 4,200
Entertainment & Food - PFC	\$ - #	\$ 150	\$ -	\$ 150
Auto Allowance-PFC	\$ -	\$ 200	\$ 301	\$ 300
Maint. & Repairs	\$ -	\$ -	\$ -	\$ 1,500
<b>Total - Public Facility Corporation</b>	<b>\$ 73,851</b>	<b>\$ 101,494</b>	<b>\$ 84,889</b>	<b>\$ 111,776</b>
<b>GEN. OPER. -APPROPRIATIONS</b>				
Contract-Bookkeeping-Gen. Oper	\$ 2,700	\$ 2,850	\$ 2,700	\$ 2,850
Rent-General Operating	\$ 1,164	\$ 1,500	\$ 1,260	\$ 1,380
Salaries-Gen.Operating	\$ 41,380	\$ 55,000	\$ 47,429	\$ 56,650
Taxes-Payroll-Gen.Operating	\$ 2,871	\$ 7,150	\$ 3,034	\$ 3,966
Entertainment & food	\$ 260	\$ 500	\$ 199	\$ 700
Office Supplies - Gen. Oper.	\$ 162	\$ 350	\$ 162	\$ 500
Maint. & Repairs	\$ 1,337	\$ 1,500	\$ 2,749	\$ 2,850
Taxes-Unemployment-Gen. Oper.	\$ 590	\$ 600	\$ 400	\$ 420
<b>Total - Gen. Oper.</b>	<b>\$ 50,464</b>	<b>\$ 69,450</b>	<b>\$ 57,934</b>	<b>\$ 69,316</b>
<b>COSA -Administrative Services</b>				
Personal Services	\$ 92,800	\$ 78,975	\$ 92,287	\$ 113,458
Contractual Services	\$ 34,034	32,600	20,679	25,375
Commodities	\$ 8,265	8,250	8,286	9,850
Insurance/Other Expenditures	\$ 7,055	6,750	7,323	9,100
Capital Outlay	\$ -	2,000	0	1,500
<b>Total Administrative Services*</b>	<b>\$ 142,155</b>	<b>\$ 128,575</b>	<b>\$ 128,575</b>	<b>\$ 159,283</b>
<b>Grand Totals - All Budgets</b>	<b>\$ 329,327</b>	<b>\$ 399,929</b>	<b>\$ 343,160</b>	<b># \$ 450,980</b>

\*Contract amount funded with program income and interest funds earned from the SAHT corpus  
(See Exhibit C for administrative services appropriation details)

Revised

8/9/2018

**SAN ANTONIO HOUSING TRUST  
ADMINISTRATIVE SERVICES BUDGET DETAIL  
FY 2018-2019**

<b>APPROPRIATIONS</b>	<b>ACTUAL FY 2017</b>	<b>BUDGET FY 2018</b>	<b>ESTIMATE FY 2018</b>	<b>PROPOSED FY2019</b>
<b>Personal Services</b>				
Auto expense allowance	\$ 5,001	\$ 5,000	\$ 5,052	\$ 5,000
Insurance - Workmen's Comp	\$ 498	\$ 550	\$ 505	\$ 550
Insurance - health & life	\$ 195	\$ 200	\$ 257	\$ 200
Retirement Plan Exp.	\$ 14,966	\$ 20,050	\$ 18,527	\$ 29,676
Salaries	\$ 64,946	\$ 49,000	\$ 62,107	\$ 70,728
Taxes - Payroll	\$ 5,751	\$ 3,675	\$ 4,853	\$ 5,305
Taxes-Unemployment	\$ 1,444	\$ 200	\$ 986	\$ 1,000
Travel & Training	\$ -	\$ 300	\$ -	\$ 1,000
	<b>\$ 92,800</b>	<b>\$ 78,975</b>	<b>\$ 92,287</b>	<b>\$ 113,458</b>
<b>Contractual Services</b>				
Audit	\$ 6,250	\$ 6,500	\$ 6,400 #	\$ 6,500
Contract - Bookkeeping	\$ 2,700	\$ 2,850	\$ 2,700	\$ 2,850
Legal fees	\$ 950	\$ 1,500	\$ 510	\$ 1,100
Maintenance and repairs	\$ 5,240	\$ 6,000	\$ 5,526	\$ 8,000
Rent	\$ -	\$ 1,200	\$ 1,139	\$ 1,200
Fees to Professional	\$ 14,104	\$ 10,000	\$ -	\$ 1,200
Rental of equipment	\$ 601	\$ 550	\$ 749	\$ 750
Telephone and Internet	\$ 4,189	\$ 4,000	\$ 3,655	\$ 3,775
	<b>\$ 34,034</b>	<b>\$ 32,600</b>	<b>\$ 20,679</b>	<b>\$ 25,375</b>
<b>Commodities</b>				
Bind, print & reproduction	\$ -	\$ 150	\$ - #	\$ 150
Mail & parcel post	\$ 205	\$ 300	\$ 75	\$ 200
Office supplies	\$ 2,816	\$ 3,000	\$ 2,132	\$ 2,000
Utilities	\$ 5,244	\$ 4,800	\$ 6,079	\$ 7,500
	<b>\$ 8,265</b>	<b>\$ 8,250</b>	<b>\$ 8,286</b>	<b>\$ 9,850</b>
<b>Insurance/Other Expenditures</b>				
Insurance - Business package	\$ 5,458	\$ 5,000	\$ 6,623 #	\$ 6,650
Advertising	\$ 529	\$ 500	\$ -	\$ 500
Membership, Fees & Licenses	\$ 308	\$ 500	\$ 200	\$ 500
Subscription & dues	\$ 553	\$ 750	\$ 500	\$ 750
Entertainment & Food	\$ 207	\$ -	\$ 732	\$ 700
	<b>\$ 7,055</b>	<b>\$ 6,750</b>	<b>\$ 7,323</b>	<b>\$ 9,100</b>
<b>Capital Outlay</b>				
Equipment purchases	\$ -	\$ 1,500	\$ - #	\$ 1,000
Furniture purchases	\$ -	\$ 500	\$ -	\$ 500
	<b>\$ 0</b>	<b>\$ 2,000</b>	<b>\$ -</b>	<b>\$ 1,500</b>
<b>Total Appropriations</b>	<b>\$ 142,155</b>	<b>\$ 128,575</b>	<b>\$ 128,575</b>	<b>\$ 159,283</b>

**Revised**  
8/9/2018

\*This budget is subject to approval of the CoSA-SAHTF Contract