

AGENDA ITEM REQUEST FORM

Department: Rent Program

Department Head: Nicolas Traylor

Phone: 620-6564

Meeting Date: June 17, 2020

Final Decision Date Deadline: June 17, 2020

STATEMENT OF THE ISSUE: The Rent Program receives monthly variance reports from the City of Richmond Finance Department. These reports provide useful information on the Rent Program's revenues and expenditures throughout the fiscal year. Finance Department staff members have agreed to provide these reports to staff on a schedule that will permit them to be included in the agenda for the Rent Board's regularly scheduled meetings.

INDICATE APPROPRIATE BODY

- | | | | | |
|---|---|--|--|---|
| <input type="checkbox"/> City Council | <input type="checkbox"/> Redevelopment Agency | <input type="checkbox"/> Housing Authority | <input type="checkbox"/> Surplus Property Authority | <input type="checkbox"/> Joint Powers Financing Authority |
| <input type="checkbox"/> Finance Standing Committee | <input type="checkbox"/> Public Safety Public Services Standing Committee | <input type="checkbox"/> Local Reuse Authority | <input checked="" type="checkbox"/> Other: <u>Rent Board</u> | |

ITEM

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|---|--|--|
| <input type="checkbox"/> Presentation/Proclamation/Commendation (3-Minute Time Limit) | | |
| <input type="checkbox"/> Public Hearing | <input type="checkbox"/> Regulation | <input checked="" type="checkbox"/> Other: <u>CONSENT CALENDAR</u> |
| <input type="checkbox"/> Contract/Agreement | <input type="checkbox"/> Rent Board As Whole | |
| <input type="checkbox"/> Grant Application/Acceptance | <input type="checkbox"/> Claims Filed Against City of Richmond | |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Video/PowerPoint Presentation (contact KCRT @ 620.6759) | |

RECOMMENDED ACTION: RECEIVE the Rent Program FY 2019-20 Monthly Revenue and Expenditure Report through May 2020 – Rent Program (Paige Roosa 620-6537).

AGENDA ITEM NO:

F-3.

ITEM F-3 ATTACHMENT 1

Rent Program FY2019-20 Monthly Revenue and Expenditure Report

CHARACTER	OBJECT	ORIGINAL BUDGET	REVISED BUDGET	Per 1	Per 2	Per 3	Per 4	Per 5	Per 6	Per 7	Per 8	Per 9	Per 10	Per 11	Per 12	ENCUMBRANCES	YTD TOTAL	AVAILABLE BUDGET	% USED	
				Jul-2019	Aug-2019	Sept-2019	Oct-2019	Nov-2019	Dec-2019	Jan-2020	Feb-20	Mar-20	Apr-20	May-20	June-20					
MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL	MTD ACTUAL					
34	LICENSES, PRMITS&FEES	340445	FEES/Admin Fees	(2,923,584.00)	(2,923,584.00)	(48,187.00)	(44,282.00)	(763,258.40)	(1,078,884.70)	(329,458.51)	(88,852.64)	(48,067.50)	(102,702.04)	(86,925.40)	(39,135.00)	(9,642.00)	-	(2,639,395.19)	(284,188.81)	90.3%
			TOTAL LICENSES, PRMITS&FEES	(2,923,584.00)	(2,923,584.00)	(48,187.00)	(44,282.00)	(763,258.40)	(1,078,884.70)	(329,458.51)	(88,852.64)	(48,067.50)	(102,702.04)	(86,925.40)	(39,135.00)	(9,642.00)	-	(2,639,395.19)	(284,188.81)	90.3%
36	INTEREST INCOME	361701	INT & INVEST/Pool-All Other	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	-	(9,463.29)	(9,463.29)	100.0%
			TOTAL INTEREST INCOME	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	(405.09)	-	(9,463.29)	(9,463.29)	100.0%
			TOTAL REVENUE	(2,923,584.00)	(2,923,584.00)	(48,187.00)	(44,282.00)	(763,258.40)	(1,079,289.79)	(329,458.51)	(88,852.64)	(52,863.89)	(102,702.04)	(86,925.40)	(43,396.81)	(9,642.00)	-	(2,648,858.48)	(274,725.52)	90.6%
40	SALARIES AND WAGES	400001	SALARIES & WAGES/Executive	638,840.00	638,840.00	45,721.34	45,721.34	46,161.77	57,291.13	55,587.34	55,587.34	55,587.34	55,587.34	55,587.34	55,587.34	55,587.34	584,006.96	54,833.04	91.4%	
40	SALARIES AND WAGES	400002	SALARIES & WAGES/Mgmt-Local 21	328,471.00	328,471.00	25,855.14	25,990.20	25,450.00	25,217.18	20,546.80	20,681.85	27,336.55	23,941.91	20,478.58	19,184.38	14,895.81	249,578.40	78,892.60	76.0%	
40	SALARIES AND WAGES	400003	SALARIES & WAGES/Local 1021	193,710.00	193,710.00	6,159.36	5,359.52	5,359.52	5,359.52	14,620.74	14,753.73	16,540.95	15,832.70	15,832.70	18,832.70	15,832.70	134,484.14	59,225.86	69.4%	
40	SALARIES AND WAGES	400006	SALARIES & WAGES/PT- Temp	2,437.82	2,437.82	5,797.13	5,474.22	5,797.13	6,944.06	4,714.16	2,819.75	1,948.20	3,168.38	3,168.38	1,599.57	4,747.45	42,870.38	(42,870.38)	100.0%	
40	SALARIES AND WAGES	400031	OVERTIME/General	5,000.00	5,000.00	525.26	184.56	606.65	490.35	287.50	-	-	-	-	-	-	2,094.32	2,905.68	100.0%	
40	SALARIES AND WAGES	400048	OTHER PAY/Bilingual Pay	7,457.00	7,457.00	497.16	497.16	497.16	507.02	1,455.82	490.90	726.30	1,005.69	913.22	887.34	801.56	8,290.44	(833.44)	111.2%	
40	SALARIES AND WAGES	400049	OTHER PAY/Auto Allowance	4,200.00	4,200.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	3,850.00	350.00	91.7%	
40	SALARIES AND WAGES	400050	OTHER PAY/Medical- in Lieu of	2,400.00	2,400.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	1,500.00	900.00	62.5%	
40	SALARIES AND WAGES	400079	COMP ABSENCES/WC-Prof-Mgt-Tec	810.30	675.24	1,215.44	1,080.40	1,080.40	270.10	135.05	135.05	1,006.64	-	-	-	-	5,328.22	(5,328.22)	100.0%	
			TOTAL SALARIES AND WAGES	1,175,078.00	1,180,078.00	82,567.49	84,452.24	85,637.67	97,439.66	98,032.46	95,018.62	102,824.39	100,992.66	96,381.48	96,441.33	92,214.86	-	1,032,002.86	148,075.14	87.5%
41	FRINGE BENEFITS	400103	P-ROLL BEN/Medicare Tax-ER Shr	15,560.00	15,560.00	1,212.88	1,228.09	1,249.79	1,427.80	1,425.19	1,382.93	1,427.72	1,421.82	1,401.85	1,351.31	15,097.20	462.80	97.0%		
41	FRINGE BENEFITS	400105	P-ROLL BEN/Health Insurance Be	196,647.00	196,647.00	12,634.32	12,634.32	10,631.48	12,172.12	12,942.44	11,215.36	11,215.36	11,215.36	11,215.36	10,444.52	127,536.00	69,111.00	64.9%		
41	FRINGE BENEFITS	400106	P-ROLL BEN/Dental Insurance	17,736.00	17,736.00	1,231.50	1,231.50	1,108.35	1,354.65	1,600.95	1,477.80	1,354.65	1,354.65	1,354.65	1,231.50	14,778.00	2,958.00	83.3%		
41	FRINGE BENEFITS	400109	P-ROLL BEN/Employee Assistance	528.00	528.00	36.40	36.40	32.76	40.04	47.32	43.68	43.68	40.04	40.04	36.40	436.80	91.20	82.7%		
41	FRINGE BENEFITS	400110	P-ROLL BEN/Professional Dev-Mg	6,750.00	6,750.00	823.99	312.75	750.00	98.31	750.00	98.31	750.00	1,436.61	4,921.66	750.00	4,921.66	1,828.34	72.9%		
41	FRINGE BENEFITS	400111	P-ROLL BEN/Vision	2,316.00	2,316.00	161.00	161.00	144.90	177.10	209.30	193.20	193.20	177.10	177.10	161.00	1,932.00	384.00	83.4%		
41	FRINGE BENEFITS	400112	P-ROLL BEN/Life Insurance	5,752.00	5,752.00	476.69	295.36	286.66	363.53	354.98	346.28	346.28	318.19	318.19	290.10	3,714.45	2,037.55	64.6%		
41	FRINGE BENEFITS	400114	P-ROLL BEN/Long Term Disabillt	12,342.00	12,342.00	759.77	766.30	753.23	904.72	885.18	873.75	961.44	872.93	872.93	788.51	9,311.69	3,030.31	75.4%		
41	FRINGE BENEFITS	400116	P-ROLL BEN/Unemployment Ins	5,472.00	5,472.00	456.00	494.00	494.00	570.00	570.00	532.00	494.00	494.00	494.00	418.00	4,472.00	-	100.0%		
41	FRINGE BENEFITS	400117	P-ROLL BEN/Personal/Prof Dev	2,250.00	2,250.00	-	-	-	-	-	1,492.81	-	-	-	-	1,492.81	757.19	66.3%		
41	FRINGE BENEFITS	400121	P-ROLL BEN/Worker Comp-Clerica	11,943.00	11,943.00	724.27	505.27	535.07	640.95	1,289.93	1,204.50	1,124.05	1,236.68	1,241.41	1,091.88	1,382.44	10,976.45	966.55	91.9%	
41	FRINGE BENEFITS	400122	P-ROLL BEN/Worker Comp-Prof	64,809.00	64,809.00	4,795.64	4,804.68	4,797.99	5,792.77	5,100.96	5,110.01	5,555.88	5,328.45	5,096.40	5,009.69	4,722.36	56,114.83	8,694.17	86.6%	
41	FRINGE BENEFITS	400124	P-ROLL BEN/CON-MEDICL EE Share	(12,000.00)	(12,000.00)	-	-	-	-	-	-	-	-	-	-	-	-	(12,000.00)	0.0%	
41	FRINGE BENEFITS	400127	P-ROLL BEN/OPEB	34,731.00	34,731.00	3,319.21	3,188.76	3,206.83	3,810.28	3,733.41	3,793.54	4,056.06	3,952.58	3,769.24	3,716.16	3,540.27	40,086.34	(5,355.34)	115.4%	
41	FRINGE BENEFITS	400130	P-ROLL BEN/PARS Benefits	-	-	17.60	39.36	46.85	58.18	57.56	36.67	25.33	41.20	41.87	20.79	61.72	447.13	(447.13)	100.0%	
41	FRINGE BENEFITS	400131	P-ROLL BEN/CON-OPEB-EE Share	(9,600.00)	(9,600.00)	-	-	-	-	-	-	-	-	-	-	-	-	(9,600.00)	0.0%	
41	FRINGE BENEFITS	400149	P-ROLL BEN/PERS-Misc	152,604.00	152,604.00	10,605.24	10,423.59	10,576.58	12,005.22	12,116.37	11,969.35	13,102.61	12,717.07	12,121.22	11,948.82	11,377.53	128,963.60	23,640.40	84.5%	
41	FRINGE BENEFITS	400151	P-ROLL BEN/PERS-Misc (UAL)	232,068.00	232,068.00	18,545.34	16,859.40	16,859.40	18,545.34	21,917.22	21,917.22	20,231.28	20,231.28	18,545.34	16,859.40	16,859.40	209,056.56	23,011.44	90.1%	
			TOTAL FRINGE BENEFITS	739,908.00	739,908.00	55,799.85	52,668.03	51,854.34	58,612.70	62,250.81	60,194.60	62,597.50	59,447.35	58,146.18	56,130.80	53,453.06	-	630,337.52	109,570.48	85.2%
42	PROF & ADMIN SERVICES	400201	PROF SVCS/Professional Svcs	43,500.00	49,175.00	-	-	4,938.95	4,000.91	493.66	471.48	66.30	24,928.92	774.94	803.79	-	13,449.84	49,928.79	(753.79)	101.5%
42	PROF & ADMIN SERVICES	400206	PROF SVCS/Legal Serv Cost	215,000.00	210,000.00	10,416.00	10,416.00	10,416.00	22,916.00	22,916.00	10,416.00	22,916.00	33,332.00	10,416.00	16,666.00	56,256.00	216,666.00	(6,666.00)	103.2%	
42	PROF & ADMIN SERVICES	400242	TRAVEL & TRNG/Mileage	1,000.00	1,000.00	-	-	-	-	-	-	17.07	-	-	-	-	17.07	982.93	1.7%	
42	PROF & ADMIN SERVICES	400243	TRAVEL & TRNG/Conf, Mtng Trng	2,000.00	2,000.00	-	-	-	-	-	-	-	-	-	-	-	2,000.00	0.0%		
42	PROF & ADMIN SERVICES	400245	TRAVEL & TRNG/Tuition Rmb/Cer	-	-	-	-	-	-	-	-	-	800.00	-	-	800.00	(800.00)	100.0%		
42	PROF & ADMIN SERVICES	400261	DUES & PUB/Memberships & Dues	6,000.00	6,000.00	-	-	-	-	-	-	544.00	1,046.43	-	-	1,590.43	4,409.57	26.5%		
42	PROF & ADMIN SERVICES	400262	DUES & PUB/Books & Subs	200.00	200.00	-	-	-	-	-	-	-	-	-	-	200.00	0.0%			
42	PROF & ADMIN SERVICES	400271	AD & PROMO/Advertising&Promo	2,000.00	2,000.00	-	37.00	-	102.95	126.00	438.60	89.00	89.00	89.00	442.88	1,414.43	585.57	70.7%		
42	PROF & ADMIN SERVICES	400272	AD & PROMO/Community Events	2,500.00	2,500.00	-	-	-	1,722.10	-	-	-	-	-	-	1,722.10	777.90	68.9%		
42	PROF & ADMIN SERVICES	400280	ADM EXP/Program Supplies	-	-	(196.52)	213.84	-	96.00	208.36	312.04	96.00	96.00	286.46	-	1,208.18	(1,208.18)	100.0%		
			TOTAL PROF & ADMIN SERVICES	272,200.00	272,875.00	(196.52)	10,666.84	10,416.00	29,776.00	27,251.27	11,660.30	24,133.55	2,097.73	58,445.92	11,190.94	18,199.13	-	69,705.84	273,347.00	100.2%
43	OTHER OPERATING	400231	OFF EXP/Postage & Mailing	20,000.00	20,000.00	88.20	1,344.50	1,839.55	147.10	87.05	66.95	151.00	1,956.60	16.50	85.65	-	17.00	5,800.10	14,199.90	29.0%
43	OTHER OPERATING																			