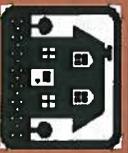


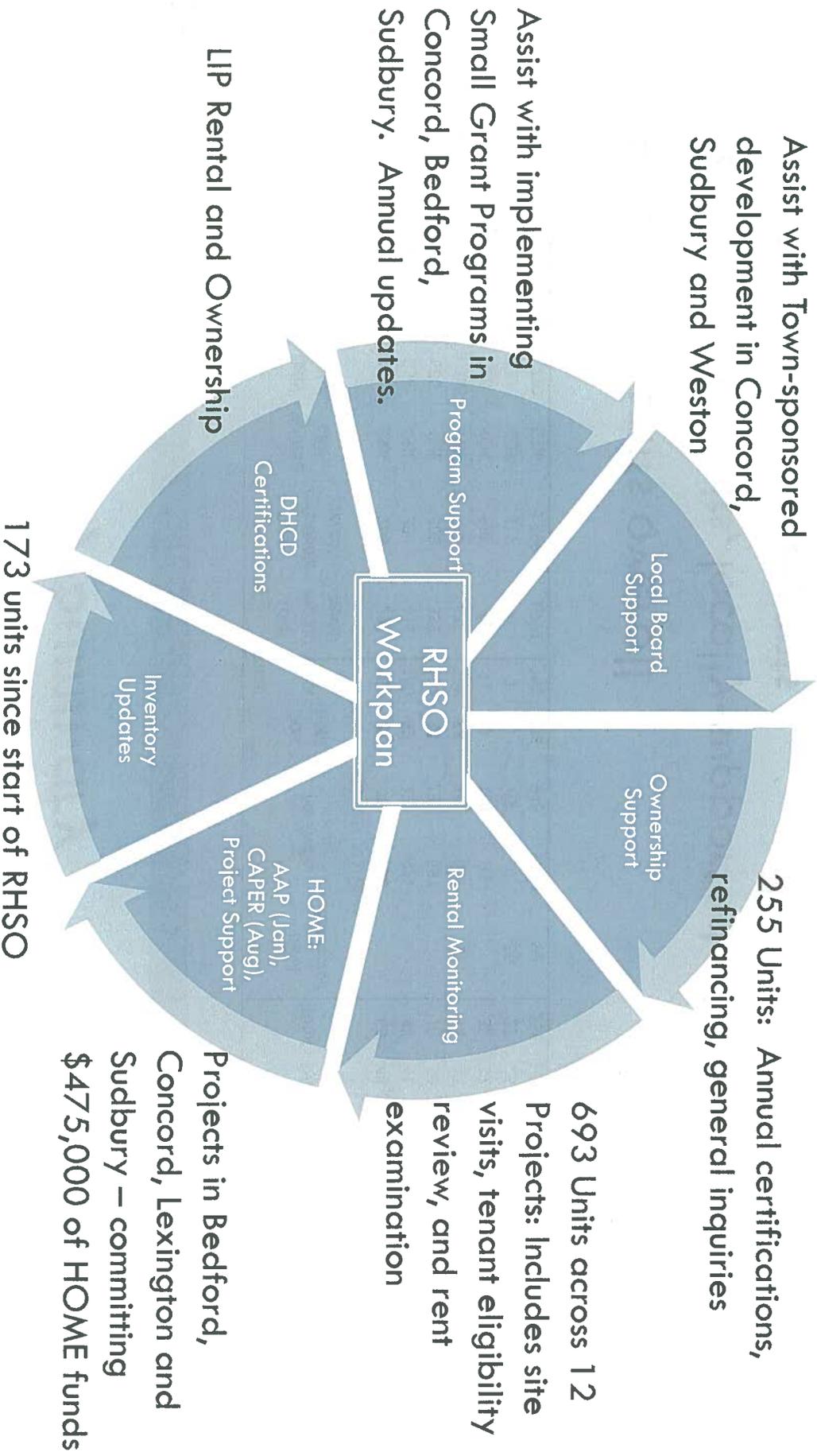
REGIONAL HOUSING SERVICES OFFICE

Town Manager Update, April 24 2014



*Regional Agreement between Acton, Bedford, Concord, Lexington,
Sudbury, and Weston*

RHSO FY14 Program Review



RHSO Update – FY15 Office Plans

- Physical Move
 - From Sudbury to Concord – 141 Keyes Road Office, or other
- Virtual Move
 - New phone numbers and email
 - WWW.RHSOHousing.ORG
- Staffing
 - Concord issuing RFP for staffing in May
- IMA Execution
 - Comments due 5/10/14, final version then to be distributed for Selectmen execution. Three year term.

RHSO FY15 Final Budget

- FY14 will close out the Revolving Fund in Sudbury
- Balance to transition to Concord as of 7/1/14
- Appropriate refunds for unused hours will be applied to FY15 Membership Fee
- ~\$23k is current estimate of FY14 refunds, for Acton, Bedford and Lexington

	FY12			FY13 (amended for Lincoln)			FY14			FY15 - Proposal				
	Budget	Actual	Hours	Budget Amount	Hours	Actual Amount	Hours	Actual (estimated) Amount	Hours	Difference Amount	Hours	Budget Amount	Hours	% of Total
Starting Balance	\$0	\$0		\$6,500		\$11,777		\$18,106		\$0		\$23,174		
Income														
Acton	\$0	\$0		\$21,953	409	\$21,953	363	\$18,305	218	\$3,648	96	\$25,090	370	17%
Bedford	\$24,368	\$24,368	407	\$26,126	486	\$26,126	427	\$21,031	234	\$5,096	139	\$27,124	400	18%
Concord	\$17,474	\$17,474	291	\$23,268	433	\$23,268	451	\$23,225	332	\$43	0	\$28,820	425	19%
Lexington	\$23,289	\$23,289	389	\$23,698	442	\$23,698	448	\$22,797	276	\$900	63	\$27,124	400	18%
Lincoln	\$11,450	\$11,450	191	\$10,936	47	\$2,615	47							
Sudbury	\$0	\$0		\$29,146	543	\$29,146	434	\$13,520	306	\$7,870	0	\$30,854	455	21%
Weston	\$11,420	\$11,420	191	\$10,373	193	\$10,373	194	\$9,824	148	\$549	0	\$9,833	145	7%
Contingency/Amounts														
Adjustments/Refunds														
Total	\$88,001	\$88,001	1,469	(\$8,321)	2,553	\$137,441	2,363	\$108,702	1,514	\$40,002	869	\$125,671	2,195	
Expenses														
Staffing	\$69,434	\$64,061	\$5,373	\$120,722		\$108,670		\$86,600	\$57.20	\$60,249		\$130,845	\$59.61	
Program expenses	\$6,500	\$2,863	\$3,637	\$8,357		\$3,942		\$2,073	\$2,927	\$2,927		\$3,000		
Administrative Cost	\$13,200	\$9,300	\$3,900	\$14,600		\$18,500		\$14,961		\$0		\$15,000		
Total Expenses	\$89,134	\$76,224		\$143,679		\$131,112		\$103,634		\$63,176		\$148,845		
Ending Balance	(\$1,133)	\$11,777		(\$0)		\$18,106		\$23,174		(\$23,174)		\$0		
Billing Rate	\$60.68			\$56.28		\$55.49		\$68.45				\$67.81		

	Rate	Annual Hrs	Annual's	Weekly Hrs
Manager	\$65	1233	\$80,145	24
Specialist	\$60	520	\$31,200	10
Specialist	\$50	338	\$16,900	7
Assistant	\$25	104	\$2,600	2
	\$59.61	2195	\$130,845	42

RHSO Update – Thinking Forward



- Investigate Website to establish a greater community presence
- Continue annual Town Manager meeting?
- Invite New Community?
- Other thoughts?