

1 RESOLUTION 91-17

2 OPERATING BUDGET

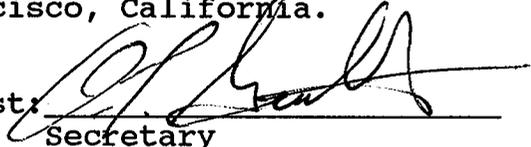
3 FISCAL YEAR 1991/92

4
5 WHEREAS, the Board of Directors of the California Housing
6 Finance Agency has reviewed its proposed operating budget for
7 the 1991/92 fiscal year, heard the recommendation of its
8 Administrative/Legislative Committee, and considered the
9 information and comments presented;

10 NOW, THEREFORE, BE IT RESOLVED as follows:

- 11 1. The operating budget attached hereto is hereby
12 approved for operations of the California Housing
13 Finance Agency for fiscal year 1991/92.

14 I hereby certify that this is a true and correct copy of
15 Resolution 91-17 adopted at a duly constituted meeting of the
16 Board of Directors of the California Housing Finance Agency
17 held on March 14, 1991 at San Francisco, California.

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Attest: 

Secretary

Attachment

CALIFORNIA HOUSING FINANCE AGENCY
OPERATING BUDGET
1991/92

Submitted to the Board of Directors
March 14, 1991

February 19, 1991

CHFA BUDGET 1991-92 - PROPOSED

CALIFORNIA HOUSING FINANCE AGENCY
OPERATING FUND
DETAIL OF EXPENDITURES
(Dollars in Thousands)

EXPENDITURE ITEM	ACTUAL 1989-90	BUDGET 1990-91	BUDGET 1991-92
PERSONNEL SERVICES			
*Salaries	\$4,767	\$5,532	\$5,994
Benefits	\$1,326	\$1,660	\$1,738
Total Personnel Services	\$6,093	\$7,192	\$7,732
OTHER OPERATING EXPENDITURES			
General Expense	\$382	\$300	\$325
Communications	\$139	\$175	\$185
Travel	\$240	\$300	\$300
Training	\$50	\$45	\$45
Facilities Operation	\$514	\$530	\$575
Consulting & Professional Services	\$338	\$250	\$275
**Central Administrative Services	\$571	\$295	\$104
Data Processing	\$386	\$300	\$300
Equipment	\$55	\$50	\$50
Total Other Operating Expenditures	\$2,675	\$2,245	\$2,159
TOTAL OPERATING EXPENDITURES	\$8,768	\$9,437	\$9,891

* Salaries in the proposed budget of 91-92 reflect the 5% cost of living adjustment negotiated for the 90-91 fiscal year. This COLA became effective January 1, 1991.

The Governor has proposed a freeze on cost of living adjustments for the 91-92 fiscal year.

** Central Administrative Services: These are service costs (e.g., Finance, Controller, Personnel Board, Treasurer, Legislature, etc.) incurred on behalf of our agency. These charges are calculated by the Department of Finance using a formula that takes three budget years into consideration. Due to over estimating, our charges this year have been significantly reduced to adjust for the overcharges in the past two years.

FEBRUARY 19, 1991

CHFA BUDGET 1991-92 - PROPOSED

SUMMARY
PERSONNEL YEARS AND
SALARIES

DIVISION	PERSONNEL YEARS			AMOUNT	
	ACTUAL 89-90	FINAL BUDGET 90-91	PROPOSED BUDGET 91-92	FINAL BUDGET 1990-91	PROPOSED BUDGET 1991-92
EXECUTIVE OFFICE	5.90	6.00	6.00	\$353,280	\$371,052
ADMINISTRATION/ PROPERTY MANAGEMENT	28.80	36.00	37.00	\$1,506,408	\$1,620,204
FINANCING	6.30	6.00	7.00	\$299,916	\$360,120
FISCAL SERVICES	31.0	32.0	38.0	\$1,151,148	\$1,390,596
GENERAL COUNSEL	7.90	8.00	8.00	\$407,076	\$414,732
PUBLIC AFFAIRS AND MARKETING	3.00	3.00	4.00	\$117,468	\$198,012
PROGRAMS	38.80	45.00	43.00	\$1,926,912	\$1,888,908
OVERTIME				0	0
TOTAL SALARIES	121.70	136.00	143.00	\$5,762,208	\$6,243,624
Less Salary Savings**		-5.50	-5.50	-\$230,488	-\$249,745
NET SALARIES	121.70	130.50	137.50	\$5,531,720	\$5,993,879

**This figure represents a normal rate of vacancies and lag time in refilling positions in accordance with State budget practices.

Financing:

Director	1.0	1.0	1.0	6,847	78,252	82,164
Financing Off	2.4	2.0	2.0	4,406-5,326	116,064	127,824
Financing Spec	1.0	1.0	1.0	3,486-4,205	48,060	50,460
Financing Assoc	0.0	0.0	1.0	3,171-3,827	0	38,052
Housing Finance Trainee	0.3	0.0	1.0	2,200-2,638	0	31,656
Mgt Services Techn	0.7	1.0	0.0	2,031-2,414	27,588	0
Exec Secty I	0.9	1.0	1.0	2,157-2,621	29,952	29,964
Totals, Financing	6.3	6.0	7.0		\$299,916	\$360,120

Fiscal Services:

Comptroller, CEA II	1.0	1.0	1.0	5,631-6,209	70,956	74,508
Mortgage Loan Acctg Admin	2.0	2.0	2.0	4,018-4,849	110,832	116,376
Mortgage Loan Acctg Supvr	1.3	2.0	2.0	3,330-4,018	91,848	96,432
Assoc Acctg Analyst	1.7	2.0	2.0	3,330-4,018	87,480	96,432
Mortgage Loan Acctg Off	7.0	11.0	11.0	2,770-3,330	383,988	424,908
Acctg Off	0.0	0.0	1.0	2,770-3,330	0	33,240
Mortgage Loan Accountant	9.8	6.0	7.0	2,070-2,463	164,376	201,348
Accountant I	1.0	1.0	1.0	2,070-2,463	28,152	27,396
Acctg Techn	3.8	3.0	2.0	1,885-2,290	78,516	54,960
Ofc Techn	1.0	1.0	1.0	1,885-2,290	26,172	27,480
Acct Clk	1.0	1.0	0.0	1,689-2,063	23,460	0
Mgt Services Techn	0.0	0.0	2.0	2,031-2,414	0	48,744

Loan Servicing:

Loan Servicing Manager	0.7	1.0	1.0	3,660-4,415	50,460	52,980
Mortgage Loan Acctg Off	0.7	1.0	1.0	2,770-3,330	34,908	39,960
Collections Agn	0.0	0.0	1.0	2,296-2,759	0	27,552
Mgt Services Techn	0.0	0.0	2.0	2,031-2,414	0	48,744
Ofc Asst	0.0	0.0	1.0	1,628-1,977	0	19,536
Totals, Fiscal Services	31.0	32.0	38.0		\$1,151,148	\$1,390,596

Legal:

Gen Counsel	1.0	1.0	1.0	6,838	78,144	82,056
Sr Staff Counsel	1.0	1.0	1.0	5,326-6,444	73,644	77,328
Staff Counsel	1.9	2.0	2.0	4,621-5,588	122,280	127,728
Assoc Govtl Prog Analyst	1.0	1.0	1.0	3,171-3,827	43,740	39,960
Legal Asst	1.0	1.0	1.0	2,326-2,799	31,992	33,588
Exec Secty I	1.0	1.0	1.0	2,157-2,621	29,952	31,452
Senior Typist (Legal)	1.0	1.0	0.0	2,066-2,511	27,324	0
Ofc Techn	0.0	0.0	1.0	1,885-2,290	0	22,620
Totals, Legal	7.9	8.0	8.0		\$407,076	\$414,732

Public Affairs and Marketing:

Director	0.0	0.0	1.0	6,222	0	74,664
Information Officer II	1.0	1.0	1.0	3,827-4,618	52,776	55,416
Assoc Govtl Prog Analyst	0.0	1.0	1.0	3,171-3,827	38,052	39,960
Housing Finance Asst	1.0	0.0	0.0	2,638-3,171	0	0
Secty	1.0	1.0	1.0	1,918-2,331	26,640	27,972
Totals, Public Affairs and Marketing	3.0	3.0	4.0		\$117,468	\$198,012

Programs:

Division Management:

Director	1.0	1.0	1.0	6,847	78,252	82,164
Exec Secty I	0.3	1.0	0.0	2,157-2,621	29,952	0

Single Family Programs:

Housing Finance Chief	1.0	1.0	1.0	5,370-5,921	67,572	71,052
Housing Finance Off	2.3	3.0	3.0	4,406-5,326	182,592	191,736
Housing Finance Spec	5.0	5.0	3.0	3,486-4,205	240,300	151,380
Housing Finance Assoc	1.7	3.0	4.0	3,171-3,827	131,220	159,840

February 19, 1991

PERSONNEL YEARS
AND SALARIES

Classification	PERSONNEL YEARS			Jan. 1, 1991 Monthly	AMOUNT	
	Actual 1989-90	Final Budget 1990-91	Proposed Budget 1991-92		Final Budget 1990-91	Proposed Budget 1991-92

				SALARY RANGE		
Executive Office:						
Exec Director	1.0	1.0	1.0	\$8,603	98,316	\$103,236
Dep Director	1.0	1.0	1.0	7,602	86,880	91,224
Spec. Asst. to Dir.	1.0	1.0	1.0	5,370-5,921	67,572	71,052
Admin Asst	1.0	1.0	1.0	3,171-3,827	43,740	45,924
Exec Secty II	0.9	1.0	1.0	2,347-2,852	26,820	28,164
Exec Secty I	1.0	1.0	1.0	2,157-2,621	29,952	31,452
Totals, Executive Office	5.9	6.0	6.0		\$353,280	\$371,052
Administration/Property Management:						
Director's Office:						
Director	1.0	1.0	1.0	5,898-6,503	74,316	78,036
Administrative Services:						
Staff Services Mgr I	0.7	1.0	1.0	3,660-4,415	50,460	52,980
Assoc Pers Analyst	0.6	1.0	1.0	3,171-3,827	43,740	45,924
Staff Services Analyst	0.3	1.0	1.0	2,638-3,171	31,656	31,656
Pers Asst II	1.0	1.0	1.0	2,298-2,793	31,920	33,516
Bus Services Offr	1.0	1.0	1.0	2,638-3,171	34,908	38,052
Ofc Techn	0.2	0.0	1.0	1,885-2,290	0	27,480
Stock Clerk	0.8	1.0	0.0	1,728-2,100	24,000	0
Ofc Asst	1.0	1.0	1.0	1,628-1,977	22,596	23,724
Data Processing:						
DP Mgr II	1.0	1.0	1.0	4,018-4,849	55,416	58,188
Staff Programmer Analyst	1.0	1.0	1.0	3,486-4,205	48,060	50,460
Assoc Programmer Analyst	2.8	4.0	5.0	3,330-4,018	183,696	241,080
Programmer II	2.0	5.0	4.0	2,770-3,330	190,260	159,840
Programmer I	2.8	0.0	0.0	2,310-2,638	0	0
Property Management - North:						
Housing Finance Off	1.2	1.0	1.0	4,406-5,326	60,864	63,912
Housing Maint Insp	0.3	2.0	2.0	3,577-4,313	98,592	103,512
Housing Finance Spec	0.1	3.0	3.0	3,486-4,205	138,348	138,348
Housing Finance Assoc	3.2	0.0	0.0	3,171-3,827	0	0
Housing Finance Asst	1.1	2.0	3.0	2,638-3,171	69,816	114,156
Housing Finance Trainee	0.7	0.0	0.0	2,200-2,638	0	0
Auditor	0.0	1.0	0.0	2,240-2,662	28,224	0
Support Staff - North:						
Secty	0.1	0.0	1.0	1,918-2,331	0	27,972
Ofc Techn	2.5	2.0	2.0	1,885-2,290	52,344	54,960
Property Management - South:						
Housing Maint Insp	0.2	2.0	2.0	3,577-4,313	98,592	99,384
Housing Finance Spec	1.0	2.0	2.0	3,486-4,205	96,120	100,920
Housing Finance Assoc	0.2	0.0	0.0	3,171-3,827	0	0
Housing Finance Asst	2.0	2.0	2.0	2,638-3,171	72,480	76,104
Totals, Administration	28.8	36.0	37.0		\$1,506,408	\$1,620,204

Housing Finance Asst	1.0	2.0	1.0	2,638-3,171	72,480	34,908
Housing Finance Trainee	5.4	6.0	7.0	2,200-2,638	180,864	221,592
Mgt Services Techn	3.0	3.0	3.0	2,031-2,414	82,764	86,904
Support Staff - Sacramento:						
Ofc Techn	1.0	2.0	2.0	1,885-2,290	52,344	54,960
Ofc Asst	2.0	2.0	2.0	1,628-1,977	45,192	41,016
Programs - North:						
Housing Finance Chief	1.0	1.0	1.0	5,370-5,921	67,572	71,052
Housing Finance Off	0.8	1.0	1.0	4,406-5,326	60,864	55,512
Housing Finance Spec	0.5	1.0	1.0	3,486-4,205	48,060	50,460
Programs - South:						
Housing Finance Chief	1.0	1.0	1.0	5,370-5,921	67,572	71,052
Supvng Design Off	1.0	1.0	1.0	4,515-5,488	62,724	65,856
Housing Finance Off	2.0	2.0	2.0	4,406-5,326	121,728	127,824
Sr Housing Const Insp	1.0	1.0	1.0	4,118-4,970	56,796	59,640
Minority and Small Business Dev:						
Housing Finance Off	1.0	1.0	1.0	4,406-5,326	60,864	63,912
Housing Finance Spec	1.0	1.0	1.0	3,486-4,205	48,060	50,460
Housing Fin Assoc	1.0	1.0	1.0	3,171-3,827	43,740	45,924
Support Staff - South:						
Ofc Techn	2.8	3.0	3.0	1,885-2,290	78,516	82,440
Key Data Opr	1.0	1.0	1.0	1,749-2,125	24,288	25,500
Ofc Asst	1.0	1.0	1.0	1,628-1,977	22,596	23,724
Totals, Programs	38.8	45.0	43.0		\$1,926,912	\$1,888,908
TOTALS, AUTHORIZED POSITIONS						
Regular/Ongoing Positions	121.7	136.0	143.0		\$5,762,208	\$6,243,624
	121.7	136.0	143.0		\$5,762,208	\$6,243,624