

**CAPITAL REGION HOUSING CORPORATION
2024 ROUTINE CAPITAL REPLACEMENT SERVICES BUDGET**

APPENDIX C

	2023 Board Approved	2023 Estimated Actuals	2023 Budget \$ Variance	2023 Budget % Variance	2024 CRHC Proposed	2024 Budget \$ (1) Change	2024 Budget % Change	2025 Projected	2026 Projected	2027 Projected	2028 Projected	
REVENUE												
Transfer from Routine Replacement Reserve	-	-	-	0.0%	591,142	(2)	591,142	100.0%	589,725	600,519	611,530	622,760
Transfer from Corporation Stabilization Reserve	-	-	-	0.0%	-	-	100.0%	-	-	-	-	
TOTAL REVENUE	-	-	-	0.0%	591,142	591,142	100.0%	589,725	600,519	611,530	622,760	
EXPENDITURES												
Salaries & Benefits	-	-	-	0.0%	422,006	(3)	422,006	100.0%	430,446	439,055	447,836	456,793
CRD allocations	-	-	-	0.0%	93,486	(4)	24,538	100.0%	95,355	97,263	99,208	101,192
Travel - local	-	-	-	0.0%	500	500	100.0%	510	520	531	541	
Telephone	-	-	-	0.0%	2,000	2,000	100.0%	2,040	2,081	2,122	2,165	
Advertising	-	-	-	0.0%	-	-	100.0%	-	-	-	-	
Staff Development & Training	-	-	-	0.0%	6,000	6,000	100.0%	6,120	6,242	6,367	6,495	
Meeting expenses	-	-	-	0.0%	500	500	100.0%	510	520	531	541	
Printing	-	-	-	0.0%	250	250	100.0%	255	260	265	271	
Misc expenses	-	-	-	0.0%	-	-	100.0%	-	-	-	-	
Software licenses	-	-	-	0.0%	4,000	4,000	100.0%	4,080	4,162	4,245	4,330	
Office supplies	-	-	-	0.0%	400	400	100.0%	408	416	424	433	
Capital Equipment	-	-	-	0.0%	12,000	(5)	12,000	100.0%	-	-	-	-
Consultants	-	-	-	0.0%	50,000	(6)	50,000	100.0%	50,000	50,000	50,000	50,000
TOTAL EXPENDITURES	-	-	-	0.0%	591,142	522,194	100.0%	589,725	600,519	611,530	622,760	
TOTAL ROUTINE REPLACEMENT SERVICES Surplus/(Deficit)	-	-			-			-	-	-	-	
AUTHORIZED POSITIONS:												
Salaried	-				2.0			2.0	2.0	2.0	2.0	
Term	-				2.0			2.0	2.0	2.0	2.0	

Notes:

(1) 2024 is the first budget year for the newly established Routine Capital Replacement Services team.

(2) Service costs are 100% recovered from routine capital replacement reserves.

(3) Salary budget includes:

- 2.0 FTE Administrative Coordinator positions moved from CRHC Admin
- 1.0 FTE Term extension 2024-2028 Senior Project Engineer, transfer from Development Svs. IBC 5b-1.1 Improving Existing Housing Stock
- 1.0 FTE New Term 2024-2028 Administrative Clerk per 2024 IBC 5b-1.1 Improving Existing Housing Stock

(4) CRD allocations split from Development Services budget

comprising of:

- Standard overhead allocation
- Building occupancy allocation
- HR allocation

(5) New workstation for 1.0 New Term position.

(6) Consultancy costs related to review of routine capital replacement program.