




Berkeley Housing Authority

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Item 6A

Office of the Executive Director

MEMORANDUM

Date: February 3, 2011
To: BHA Finance Committee
From:  Tia M. Ingram, Executive Director
Jesy Yturralde, Finance Manager
Subject: Finance Report: Period Ending December 31, 2010

As of December 31, 2010, the projected deficit for the FY is down by \$169,014 (from \$298,940 to \$129,926). This is due to the implementation by staff of cost cutting measures identified at the start of the budget year, as well as strict control and monitoring of actual expenditures.

1. Budget Variance Report: Year to Date Revenues/Expenditures (Attachments A-F)

A. Revenues:

- a. Administrative Fees. Budget assumed lease up at 95% for the year, with annual earnings of \$2,018,649. In actuality we have been at over 100% lease-up since July 1st. The result is an additional \$6,263 in Administrative Fee earnings for the month of December and \$94,140 for the FY (as adjusted to date). The Admin Fee earned for units between 95 and 100% is additional revenue for BHA; admin fee earned during the first part of the year for units above 100% will be offset in future months as the program size is shrunk to avoid exceeding 100% utilization for the year. We anticipate ending the fiscal year with \$93,000 more than budgeted.
- b. LIPH. Budget assumed that Asset Repositioning Fee (ARF) will replace Operating Subsidy starting April 2011. Due to the timing of the approval of our dispo application and the schedule of the first move-out that triggers the commencement of ARF, we do not anticipate receiving ARF this fiscal year. Instead, the LIPH revenue from HUD for this FY will only comprise of Operating Subsidy (\$255,196) and Capital Fund (\$325,317).
- c. Rental Charges. New vacancies in public housing in December 2010 resulted in a decrease in rental income for the FY by about \$3,000 compared to last month's projection. Note: as instructed by HUD we have ceased all leasing activity.

B. Expenditures: There are three significant variances to report this month.

- a. Housing Assistance Payments (HAP). As reported each month this Fiscal Year, monthly HAP expenditures have exceeded budget due to over-leasing and HUD requiring use of the Section 8 Net Restricted Asset (NRA) to reduce the balance of cash on hand. HAP is expected to decrease each month for the remainder of the FY as we start shrinking the program so as not to exceed our budget authority for the fiscal year. We also anticipate that HUD will begin providing the revised (increased) monthly allocation in March 2011. NRA at the end of this fiscal year is expected to have a balance of about \$678,000.
- b. Salary and benefits. Total savings in salary and benefits for the FY is about \$46,716 (\$39,315 + \$7,401). This is the result of (a) one day per month furlough for all staff starting January 2011; (b) reclassification of two positions; and (c) maternity leave of two staff. This satisfies the cost cutting measure identified at the start of the fiscal year (\$45,000).
- c. Administrative Fees paid for Outgoing Portables. Administrative fees paid to other housing authorities for outgoing portable vouchers exceeded budget by \$35,210 for the period ending December 2010. This is due to higher than anticipated number of families that opted to port out to other jurisdictions and various adjustments. As previously reported, this will be reduced in future months based on the absorption of previously managed vouchers. Note, this number will fluctuate as families continue to transfer (port) in and out of the jurisdiction.

2. Significant Developments (Prior 30 Days)

- A. Program Utilization. For the past two years, our goal was to increase program size to realize 100% lease-up for the Fiscal Year. We achieved the goal, and have been over 100% since the beginning of the Fiscal Year (FY) both in terms of units under contract and annual budget authority. We utilized 11,287 (51%) of the 22,092 allowable unit months for the first half of Fiscal Year. Our goal is to continue right-sizing the program through portability and attrition so as not to exceed budget authority for FY ending June 30, 2011. We will begin pre-qualifying families from the S8 Wait list in the event HUD awards additional vouchers this year, and we need to act quickly to increase utilization.
- B. Rent Collection. As reported in previous months, we identified about \$22,049 of uncollected rents from public housing tenants. We collected \$9,251 and \$3,000 in December 2010 and January 2011, including financial assistance that many residents obtained from EBCLC, reducing the amount in arrears to \$9,800. In January we reached an out of court settlement with the family with a \$3,584 debt, agreeing to pay \$700 by January 31, 2011, and the balance of \$2,025 by October 2011. The remaining \$859 will be offset against her EBMUD reimbursement.
- C. IRS Compliance Check. The BHA is scheduled for a compliance review of 2008 records by the IRS on March 16, 2011. It is explained that this is a service IRS provides for smaller employers who may not have internal tax expertise. The review

will consist of a review of payroll records (maintained by the City of Berkeley) and accounts payable records, e.g. landlord and vendor payments (maintained by BHA). The purpose of the review is to reconcile various tax documents like Form 1099, Form W4, Form W2 and Form 941. At the request of the City, the meeting will be held at the City of Berkeley office (where the majority of the records are maintained) and City Finance and Payroll staff is stationed. Absent some significant finding, we do not anticipate any problems from the review.

D. Capital Fund. We learned that BHA will be eligible for 2011 Capital Fund based on the number of units certified in PIC as of October 2010. We will continue to receive Capital Fund until the public housing units are released from the Declaration of Trust and units are removed from the PIC system. Because we are progressing with the disposition, and will not be performing any capital improvements, we are eligible to assign 100% of the Capital Fund allocation to operations.

3. Budget Balancing Measures (\$103,000)

As part of the adoption of the FY 2010-11 budget, we anticipated an additional \$103,000 in funds that could be used this FY including \$65,000 from use of restricted Capital Fund, and \$45,000 in salary savings (equivalent to 11 non-paid furlough days). Both strategies were achieved as of January 2011.

A. Capital Fund: Goal \$65,000; Actual \$62,559.

We obtained HUD approval for use of the restricted portion of the Capital fund amounting to \$62,559 in September 2010. This reallocation of revenue is reported in the budget report as of December 31, 2010 showing 100% of Capital Fund available for operations (\$325,317).

B. Salary Savings: Goal \$45,000; Projected \$46,716

As reported in 1.B.b, this goal was achieved through the (1) one day furlough for all staff; (2) reclassification of two positions; and (3) maternity leave of two staff.

C. Refuse Savings: Projected \$5,000

In our effort to promote "responsible waste disposal" with our public housing tenants, we are reducing the size of the trash container from 64-gallons to 32-gallons. Currently 39 households are over-housed, with some households consisting of 1 or 2 persons. In February 2010 we advised residents that we would be providing new recycling containers, with a mind to reduce the trash containers at a future date. In January 2011 we completed the delivery of the improved new recycling bins and we have directed the City's Refuse Department to begin replacing the garbage receptacles in February. The cost variance between a 64- and 32-gallon container is \$27.50 per month. If fully implemented by March 1, 2011, we anticipate cost savings this FY of \$5,000.

Fiscal Year 2010-11 Challenges

A. Reserve Accounts. At the January meeting we shared briefly, that our budget does not include any provision for funding anticipated equipment replacement. As we begin planning for FY 2012, it is important that we begin factoring in these items:

- a. Equipment Replacement. BHA does not have any provision for equipment replacement. All of the employee computer work stations (except the Executive Director) are at least five years old. Cost to replace a work station is approximately \$1,500. We should begin planning to replace hardware every 5 years, starting with 3 work stations each year.
- b. Technology Upgrades. We do not have independent telephone, internet or network capacity. We have confirmed that the City is considering replacing the phone system beginning this Fiscal Year; issuance of the Request for Proposal is tentative for March 2011. Should this happen, it is possible that we would need to purchase an independent system or at minimum upgrade our phone sets; it is not clear what if any share of cost BHA would be responsible for.
- B. Administrative Charges for Inspections. Staff met with OutsourceIT, Inc, the contractor that handles the administrative side of the inspection service, to discuss current status of the handheld inspection tool and administrative charges. The agreed rates in the contract were based on the condition that the handheld tool would be up and running. Unfortunately, the system has been down intermittently (for long periods) resulting in higher volume of administrative work. There is a possibility that they will increase charges by 30% from \$9.80 to \$12.80 per inspections or approximate \$11,000 per year if we are not able to restore consistent use of the handheld devices.
- D. Payroll System. Currently, the BHA payroll is processed as an integral part of the City of Berkeley payroll system, with no distinction of "employers" (employee checks indicate "City of Berkeley" as the employer; wages are reported to the Internal Revenue Service under the City's employer identification number). At some point in the near future we will need to either have the City process our payroll separately, or we will need to hire a firm to manage the process for us. Preliminary estimates are \$4,000 per year, and \$700 initiation fee.
- E. File Security. Our files contain confidential and/or sensitive information that we are sworn to protect. HUD regulations require that all participant files be secured in a locked file cabinet (or room) with controlled access. There is room at the rear of the office that could, with minimal effort, be remodeled to create a locked room where the files could be stored. The cost for either option will be significant and involve capital cost, cost for transfer of files, and removal and filing of all files.
- F. Security. There is increasing concern among staff that there is need for armed security at the office. There is also concern that the board meets in an isolated area of the Senior Center, with no provisions for any outburst or uncontrolled behavior. While it is difficult to recommend adding any significant cost to our already deficit budget, it is prudent that we consider employee and commissioner safety. It is possible that we may be able to get assistance from the Berkeley Police Department for Board meetings (an officer is present for all City Council meetings). Staff has not approached the City or obtained any cost information pending discussion by the Finance committee.

Attachments:

- A. Balance Sheet: As of December 2010
- B. Budget Status Report: All Programs, December 2010
- C. Budget Status Report: Section 8, December 2010
- D. Budget Status Report: Moderate Rehabilitation, December 2010
- E. Budget Status Report: LIPH, December 2010
- F. Budget Status Report: RHCP, December 2010



ATTACHMENT A

Balance Sheet
As of December 31, 2010

<u>Assets</u>	Total Amount	101 Voucher/FSS	102 Mod Rehab.	201 LIPH	202 RHCP	501 Security Deposit Loan
Current Assets						
Cash & Equivalents	\$ 2,343,800.21	\$ 1,310,597.64	\$ 223,591.31	\$ 533,672.87	\$ 144,106.78	\$ 131,831.61
A/R - Tenants	\$ 33,218.96	\$ 97.85	\$ 0.00	\$ 10,682.51	\$ 1,410.62	\$ 21,027.98
A/R - Federal Govn	\$ 0.47	\$ 0.00	\$ 0.00	\$ 0.47	\$ 0.00	\$ 0.00
A/R - Intercompany	\$ 10,556.17	\$ 10,004.98	\$ 551.19	\$ 0.00	\$ 0.00	\$ 0.00
Prepaid Expenses	\$ 34,395.29	\$ 7,167.21	\$ 866.88	\$ 20,899.92	\$ 5,461.28	\$ 0.00
A/R - Other	\$ 20,400.35	\$ 5,400.35	\$ 0.00	\$ 15,000.00	\$ 0.00	\$ 0.00
Total Current Assets	\$ 2,442,371.45	\$ 1,333,268.03	\$ 225,009.38	\$ 580,255.77	\$ 150,978.68	\$ 152,859.59
Fixed Assets						
Land	\$ 2,579,621.00	\$ 0.00	\$ 0.00	\$ 2,506,125.00	\$ 73,496.00	\$ 0.00
Structures & Equipment	\$ 7,076,904.16	\$ 196,205.73	\$ 13,515.00	\$ 5,763,041.97	\$ 1,104,141.46	\$ 0.00
Depreciation	\$ (4,346,807.51)	\$ (194,512.00)	\$ (13,515.00)	\$ (3,211,348.79)	\$ (927,431.72)	\$ 0.00
Net Assets	\$ 5,309,717.65	\$ 1,693.73	\$ 0.00	\$ 5,057,818.18	\$ 250,205.74	\$ 0.00
TOTAL ASSETS	\$ 7,752,089.10	\$ 1,334,961.76	\$ 225,009.38	\$ 5,638,073.95	\$ 401,184.42	\$ 152,859.59
Liabilities and Net Assets						
Liability						
Current Liability						
A/P - Other	\$ 134,298.98	\$ 46,997.44	\$ 2,012.29	\$ 51,201.50	\$ 8,649.57	\$ 25,438.18
A/P - City of Berkeley	\$ 402,334.50	\$ 138,856.62	\$ 14,967.01	\$ 18,538.57	\$ 4,972.30	\$ 225,000.00
A/P - HUD	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
A/P - Intercompany	\$ 45,366.20	\$ 0.00	\$ 0.00	\$ 42,990.50	\$ 2,375.70	\$ 0.00
Accrued Liabilities - Current	\$ 17,504.00	\$ 12,738.08	\$ 1,026.87	\$ 3,466.28	\$ 272.77	\$ 0.00
Tenant Security Deposit	\$ 18,829.00	\$ 0.00	\$ 0.00	\$ 16,520.00	\$ 2,309.00	\$ 0.00
Debt Obligations - Current	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Current Liability	\$ 618,332.68	\$ 198,592.14	\$ 18,006.17	\$ 132,716.85	\$ 18,579.34	\$ 250,438.18
Non Current Liability						
Debt Obligations - Non Current	\$ 1,279,689.00	\$ 0.00	\$ 0.00	\$ 516,000.00	\$ 763,689.00	\$ 0.00
Accrued Liabilities - Non Current	\$ 91,840.00	\$ 66,834.24	\$ 5,387.75	\$ 18,186.83	\$ 1,431.18	\$ 0.00
Total Non Current Liability	\$ 1,371,529.00	\$ 66,834.24	\$ 5,387.75	\$ 534,186.83	\$ 765,120.18	\$ 0.00
Total Liability	\$ 1,989,861.68	\$ 265,426.38	\$ 23,393.92	\$ 666,903.68	\$ 783,699.52	\$ 250,438.18
Net Assets						
Net Assets - Restricted	\$ 4,776,150.45	\$ 641,715.47		\$ 4,541,818.18	\$ (407,383.20)	\$ 0.00
Net Assets- Unrestricted	\$ 986,076.97	\$ 427,819.91	\$ 201,615.46	\$ 429,352.09	\$ 24,868.10	\$ (97,578.59)
Total Net Assets	\$ 5,762,227.42	\$ 1,069,535.38	\$ 201,615.46	\$ 4,971,170.27	\$ (382,515.10)	\$ (97,578.59)
Total Liability and Net Assets	\$ 7,752,089.10	\$ 1,334,961.76	\$ 225,009.38	\$ 5,638,073.95	\$ 401,184.42	\$ 152,859.59

BHA: BUDGET COMPARISON - ALL PROGRAMS

FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending December 31, 2010

ATTACHMENT B

DESCRIPTION	MONTH ENDING - 12/31/2010			YEAR - TO - DATE			PROJECTED FY2011		
	FY2011 BUDGET	FY2011 MTD BUDGET	FY2011 MTD ACTUAL	FY2011 YTD BUDGET	FY2011 YTD ACTUAL	FY2011 JAN - JUNE ESTIMATE	PROJECTED FY2011 ANNUAL	INCREASE (DECREASE)	%
	(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e+f)	(g-a)	%
HOUSING ASSISTANCE PAYMENTS (HAP)									
HAP Received from HUD	\$ 20,706,406	\$ 1,725,534	\$ 1,830,806	\$ 10,359,203	\$ 10,347,363	\$ 11,426,916	\$ 21,774,279	\$ 1,067,873	5%
Miscellaneous Income - HAP			6,530		9,913	9,913	9,913	9,913	#DIV/0!
Less HAP Paid to Owners	20,878,893	1,739,908	1,853,270	10,439,447	11,950,782	11,511,336	23,831,007	2,452,114	12%
HAP Surplus (Deficit)	(172,487)	(14,374)	(15,934)	(86,244)	(1,593,506)	(1,507,263)	(1,546,815)	(1,374,328)	
Use of Excess HAP Reserve	172,487	14,374	15,934	86,244	1,593,506	1,507,263	1,546,815	1,374,328	
Net HAP Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING & CAPITAL IMPROVEMENT REVENUE - OTHER									
Administrative Fees (S& MOD REHAB)	2,018,649	168,221	174,484	1,009,325	1,103,464	94,140	2,111,568	92,919	5%
Operating Subsidy (LIPH & RHCP)	182,704	15,225	27,117	91,352	132,751	41,399	255,196	72,492	40%
Asset Repositioning Fee (LIPH)	67,084	5,580	-	33,542	-	(33,542)	-	(67,084)	-100%
Rent Charges (LIPH & RHCP)	214,609	17,884	16,885	107,305	116,999	9,695	207,361	(7,249)	-3%
Capital Fund/ARRA Available for Operations	262,000	21,833	-	131,000	197,758	66,758	325,317	63,317	24%
Other Revenue - CDBG	65,000	5,417	-	32,500	-	(32,500)	-	(65,000)	-100%
Miscellaneous Income (Interest)	120,000	10,000	-	60,000	-	(60,000)	120,000	-	0%
	18,350	1,529	6,731	9,175	14,668	5,493	20,360	2,010	11%
Total Operating & Capital Improvement Revenue - Other	2,948,396	245,700	225,217	1,474,196	1,565,640	91,442	3,039,801	91,405	3%
OPERATING EXPENSES									
ADMINISTRATION									
Salaries	1,098,440	91,537	118,291	549,220	511,926	(37,294)	1,059,125	(39,315)	-4%
Employee Benefits	595,034	49,586	58,604	297,517	259,104	(8,413)	587,633	(7,401)	-1%
Legal Expense - Outside Counsel	200,000	16,667	24,002	100,000	90,249	(9,751)	196,733	(3,267)	-2%
Staff Training	7,200	600	-	3,600	450	(3,150)	7,200	-	0%
Travel/Transportation	8,171	681	70	4,086	395	(3,690)	8,171	-	0%
Office Rent (includes \$4,800 for record retention storage)	129,000	10,750	11,332	64,500	68,053	3,553	129,000	-	0%
Audit Fees	22,000	1,893	-	11,000	21,175	10,175	22,908	908	4%
Administrative fees to other PHA on Port out	79,917	6,660	5,501	39,959	75,168	35,210	106,691	26,774	34%
Publications & Subscriptions	852	71	(71)	425	-	(426)	852	-	0%
Memberships & Dues	3,583	299	(299)	1,797	2,837	1,041	3,593	-	0%
Telephone	9,000	750	806	4,500	3,208	(1,292)	7,753	(1,247)	-14%
Office Supplies	24,000	2,000	1,369	12,000	9,978	(2,022)	24,000	-	0%
Postage	20,400	1,700	1,500	10,200	7,519	(2,681)	20,400	-	0%
Printing & Reproduction	9,000	750	165	4,500	2,062	(2,438)	9,000	-	0%
Equipment maintenance	1,200	100	-	500	483	(17)	1,200	-	0%
Equipment Lease	9,307	776	730	4,854	4,488	(366)	9,307	-	0%
Advertising	6,000	375	-	2,250	520	(1,730)	6,000	-	0%
Messenger/delivery service	6,000	500	345	3,000	2,254	(746)	6,000	-	0%
Consultants - General Consultants	17,000	1,417	477	8,500	4,923	(3,577)	17,000	-	0%
Software Maintenance	21,000	1,750	1,856	10,500	10,449	(51)	21,000	-	0%

BHA: BUDGET COMPARISON - ALL PROGRAMS
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses
For the Period Ending December 31, 2010

DESCRIPTION	MONTH ENDING - 12/31/2010				YEAR - TO - DATE				PROJECTED FY2011					
	FY2011		FY2011		FY2011		FY2011		FY2011		FY2011		FY2011	
	BUDGET	MTD	BUDGET	ACTUAL	INCREASE (DECREASE)	%	BUDGET	ACTUAL	INCREASE (DECREASE)	%	ESTIMATE	ANNUAL	INCREASE (DECREASE)	%
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)
45 Inspection	138,854	\$ 11,571	\$ 9,864	\$ 69,427	\$ 59,450	\$ 10,977	-15%	\$ 80,404	\$ 138,854	\$ 58,450	\$ 138,854	\$ 58,450	0%	
46 Other Sundry Items (Includes Bank/FDIC Fees)	12,589	\$ 1,050	\$ 1,183	\$ 6,300	\$ 4,853	\$ 1,446	13%	\$ 7,746	\$ 12,589	\$ 4,853	\$ 12,589	\$ 4,853	0%	
47 Interest	27,135	\$ 2,261	\$ -	\$ 13,568	\$ 63	\$ (13,505)	-100%	\$ 27,072	\$ 27,135	\$ 27,072	\$ 27,135	\$ 27,135	0%	
49 Total Administrative Expenses	\$ 2,444,202	\$ 203,684	\$ 236,094	\$ 1,222,101	\$ 1,135,607	\$ (86,494)	16%	\$ 1,282,046	\$ 2,420,653	\$ 1,282,046	\$ 2,420,653	\$ 2,420,653	-1%	
50 DISPOSITION EXPENSES														
51 Relocation Consultant	165,000	\$ 13,750	\$ 13,718	\$ 82,500	\$ 13,718	\$ (68,782)	-83%	\$ 151,283	\$ 165,000	\$ 151,283	\$ 165,000	\$ 165,000	0%	
52 Development Consultant	18,920	\$ 1,577	\$ -	\$ 9,460	\$ -	\$ (9,460)	-100%	\$ 18,920	\$ 18,920	\$ 18,920	\$ 18,920	\$ 18,920	0%	
53 Project Manager	68,400	\$ 5,700	\$ -	\$ 34,200	\$ 21,683	\$ (12,517)	-37%	\$ 46,717	\$ 68,400	\$ 46,717	\$ 68,400	\$ 68,400	0%	
54 Specialized Legal Services	19,800	\$ 1,650	\$ -	\$ 9,900	\$ -	\$ (9,900)	-100%	\$ 19,800	\$ 19,800	\$ 19,800	\$ 19,800	\$ 19,800	0%	
55 Total Disposition Expenses	\$ 272,120	\$ 22,677	\$ 13,718	\$ 136,060	\$ 35,401	\$ (100,659)	-40%	\$ 236,719	\$ 272,120	\$ 236,719	\$ 272,120	\$ 272,120	0%	
56 UTILITIES														
57 Water	4,000	\$ 333	\$ 325	\$ 2,000	\$ 426	\$ (1,574)	-79%	\$ 2,320	\$ 2,746	\$ 2,320	\$ 2,746	\$ 2,746	-31%	
58 Electricity & Gas	18,000	\$ 1,500	\$ 809	\$ 9,000	\$ 5,720	\$ (3,280)	-36%	\$ 10,358	\$ 16,078	\$ 10,358	\$ 16,078	\$ 16,078	-11%	
59 Sewage Reimb	3,528	\$ 284	\$ 1,632	\$ 1,764	\$ 3,428	\$ 1,664	94%	\$ 2,500	\$ 5,927	\$ 2,500	\$ 5,927	\$ 5,927	68%	
60 Refuse	48,000	\$ 4,000	\$ 12,125	\$ 24,000	\$ 23,447	\$ (553)	-2%	\$ 19,553	\$ 43,000	\$ 19,553	\$ 43,000	\$ 43,000	-10%	
61 Total Utilities	\$ 73,528	\$ 6,127	\$ 15,263	\$ 36,764	\$ 34,079	\$ (2,685)	-7%	\$ 35,512	\$ 69,592	\$ 35,512	\$ 69,592	\$ 69,592	-5%	
62 ORDINARY MAINTENANCE														
63 Facilities maintenance (Includes \$14,000 for Office Maintenance)	164,400	\$ 13,700	\$ 14,273	\$ 82,200	\$ 56,561	\$ (25,639)	-31%	\$ 106,440	\$ 163,001	\$ 106,440	\$ 163,001	\$ 163,001	-1%	
64 Mgmt Contract	33,000	\$ 2,750	\$ 2,750	\$ 16,500	\$ 16,501	\$ 1	0%	\$ 16,500	\$ 33,000	\$ 16,500	\$ 33,000	\$ 33,000	0%	
65 Total Ordinary Maintenance	197,400	\$ 16,450	\$ 17,023	\$ 98,700	\$ 73,062	\$ (25,638)	-26%	\$ 122,940	\$ 196,001	\$ 122,940	\$ 196,001	\$ 196,001	-1%	
66 GENERAL EXPENSES														
67 Insurance	41,457	\$ 3,455	\$ 3,554	\$ 20,729	\$ 23,544	\$ 2,815	14%	\$ 19,100	\$ 42,644	\$ 19,100	\$ 42,644	\$ 42,644	3%	
68 Collection losses	-	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ 14,566	\$ -	\$ 14,566	\$ 14,566	100%	
69 Other General Expenses (Salaries)	2,629	\$ 219	\$ (50)	\$ 1,315	\$ 400	\$ (915)	-70%	\$ 2,750	\$ 3,150	\$ 2,750	\$ 3,150	\$ 3,150	20%	
70 Total General Expenses	44,086	\$ 3,674	\$ 3,504	\$ 22,043	\$ 23,944	\$ 1,901	9%	\$ 36,417	\$ 60,361	\$ 36,417	\$ 60,361	\$ 60,361	37%	
71 OPERATING TRANSFER IN/OUT														
72 Total Operating Expenses	3,021,336	\$ 252,611	\$ 285,602	\$ 1,515,668	\$ 1,305,093	\$ (210,575)	-14%	\$ 1,713,633	\$ 3,018,727	\$ 1,713,633	\$ 3,018,727	\$ 3,018,727	0%	
73 OTHER NON-ROUTINE EXPENSES														
74 Betterment & Additions-Public Housing	65,000	\$ 5,417	\$ -	\$ 32,500	\$ -	\$ (32,500)	-100%	\$ -	\$ -	\$ -	\$ -	\$ -	-100%	
75 Total Non-Routine Expenses	65,000	\$ 5,417	\$ -	\$ 32,500	\$ -	\$ (32,500)	-100%	\$ -	\$ -	\$ -	\$ -	\$ -	-100%	
76 DEBT SERVICE	\$ 151,000	\$ 12,583	\$ -	\$ 75,500	\$ -	\$ (75,500)	-100%	\$ 151,000	\$ 151,000	\$ 151,000	\$ 151,000	\$ 151,000	\$ -	
77 Total Expenses	\$ 3,247,336	\$ 270,611	\$ 285,602	\$ 1,623,668	\$ 1,305,093	\$ (318,575)	-6%	\$ 1,864,633	\$ 3,169,727	\$ 1,864,633	\$ 3,169,727	\$ 3,169,727	\$ (77,609)	
78 Operating Surplus (Deficit)	\$ (288,940)	\$ (24,912)	\$ (60,385)	\$ (149,470)	\$ 260,547	\$ 410,017		\$ (390,473)	\$ (129,926)	\$ (390,473)	\$ (129,926)	\$ 169,014		
79 Use of Operating Reserve/Other Funds	\$ 288,940	\$ 24,912	\$ -	\$ 149,470	\$ -	\$ (149,470)		\$ 390,473	\$ 129,926	\$ 390,473	\$ 129,926	\$ (169,014)		
80 Net Operating Surplus (Deficit)	\$ -	\$ 0	\$ (60,385)	\$ -	\$ 260,547	\$ 260,547		\$ -	\$ -	\$ -	\$ -	\$ -		

BHA: BUDGET COMPARISON - SECTION 8													ATTACHMENT C	
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses														
For the Period Ending December 31, 2010														
DESCRIPTION	MONTH ENDING - 12/31/2010			YEAR - TO - DATE			PROJECTED FY2011			PROJECTED FY2011			%	INCREASE (DECREASE)
	FY2011 MTD BUDGET (a)	FY2011 MTD ACTUAL (b)	FY2011 MTD INCREASE (DECREASE) (b-c)	FY2011 YTD BUDGET (d)	FY2011 YTD ACTUAL (e)	FY2011 YTD INCREASE (DECREASE) (d-e)	FY2011 JAN - JUNE BUDGET (f)	FY2011 JAN - JUNE ACTUAL (g)	FY2011 JAN - JUNE INCREASE (DECREASE) (g-f)	FY2011 JAN - JUNE BUDGET (f)	FY2011 JAN - JUNE ACTUAL (g)	FY2011 JAN - JUNE INCREASE (DECREASE) (g-f)		
1 Housing Assistance Payments (HAP)	\$ 20,080,774	\$ 1,679,398	\$ 1,783,527	\$ 10,040,387	\$ 10,078,647	\$ 38,260	\$ 11,070,000	\$ 21,148,647	\$ 1,067,873	\$ 11,070,000	\$ 21,148,647	\$ 1,067,873	5%	\$ 1,067,873
2 HAP Received from HUD			\$ 6,530	\$ 6,530	\$ 9,913	\$ 9,913	\$ 9,913	\$ 9,913	\$ 9,913	\$ 9,913	\$ 9,913	\$ 9,913	#DIV/0!	\$ 9,913
3 Miscellaneous Income -HAP	20,253,261	\$ 1,687,772	\$ 1,808,216	\$ 10,126,631	\$ 11,671,375	\$ 1,544,745	\$ 11,034,000	\$ 22,705,375	\$ 2,452,114	\$ 11,034,000	\$ 22,705,375	\$ 2,452,114	12%	\$ 2,452,114
4 Less: HAP Paid to Owners														
5 HAP Surplus (Deficit)	\$ (172,487)	\$ (14,374)	\$ (18,159)	\$ (86,244)	\$ (1,582,815)	\$ (1,496,572)	\$ 36,000	\$ (1,546,815)	\$ (1,374,328)	\$ 36,000	\$ (1,546,815)	\$ (1,374,328)		\$ (1,374,328)
6 Use of Excess HAP Reserve	\$ 172,487	\$ 14,374	\$ 18,159	\$ 86,244	\$ 1,582,815	\$ 1,496,572	\$ (36,000)	\$ 1,546,815	\$ 1,374,328	\$ (36,000)	\$ 1,546,815	\$ 1,374,328		\$ 1,374,328
7 Net HAP Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
8														
9 OPERATING & CAPITAL IMPROVEMENT REVENUE	1,895,251	\$ 157,938	\$ 155,467	\$ 947,626	\$ 1,040,518	\$ 92,893	\$ 947,652	\$ 1,988,170	\$ 92,919	\$ 947,652	\$ 1,988,170	\$ 92,919	5%	\$ 92,919
10 Administrative Fees (\$8)	12,000	\$ 1,000	\$ 7,057	\$ 6,000	\$ 11,916	\$ 5,916	\$ 2,985	\$ 14,900	\$ 2,900	\$ 2,985	\$ 14,900	\$ 2,900	24%	\$ 2,900
18 Miscellaneous Income	1,907,251	\$ 156,938	\$ 162,524	\$ 953,626	\$ 1,052,434	\$ 98,808	\$ 950,636	\$ 2,003,070	\$ 95,919	\$ 950,636	\$ 2,003,070	\$ 95,919	5%	\$ 95,919
19 Total Operating & Capital Improvement Revenue														
20														
21 OPERATING EXPENSES														
22 ADMINISTRATION														
23 Salaries	904,466	\$ 75,372	\$ 92,660	\$ 452,233	\$ 402,935	\$ (49,298)	\$ 449,361	\$ 852,296	\$ (52,170)	\$ 449,361	\$ 852,296	\$ (52,170)	-6%	\$ (52,170)
24 Employee Benefits	489,168	\$ 40,764	\$ 4,930	\$ 244,584	\$ 203,119	\$ (41,465)	\$ 269,322	\$ 472,441	\$ (16,727)	\$ 269,322	\$ 472,441	\$ (16,727)	-3%	\$ (16,727)
25 Legal Expense - Outside Counsel	129,991	\$ 10,833	\$ 19,999	\$ 64,996	\$ 68,411	\$ 3,416	\$ 64,996	\$ 133,407	\$ 3,416	\$ 64,996	\$ 133,407	\$ 3,416	3%	\$ 3,416
26 Staff Training	1,512	\$ 126	\$ -	\$ 756	\$ 410	\$ (347)	\$ 1,103	\$ 1,512	\$ -	\$ 1,103	\$ 1,512	\$ -	0%	\$ -
27 Travel/Transportation	7,435	\$ 620	\$ 70	\$ 3,718	\$ 216	\$ (3,502)	\$ 7,219	\$ 7,435	\$ -	\$ 7,219	\$ 7,435	\$ -	0%	\$ -
28 Office Rent (includes \$4,800 for record retention storage)	117,990	\$ 9,783	\$ 10,317	\$ 58,695	\$ 61,699	\$ 3,004	\$ 55,691	\$ 117,990	\$ -	\$ 55,691	\$ 117,990	\$ -	0%	\$ -
30 Audit Fees	17,600	\$ 1,467	\$ -	\$ 8,800	\$ 18,177	\$ 9,377	\$ (1,421)	\$ 16,756	\$ (844)	\$ (1,421)	\$ 16,756	\$ (844)	-5%	\$ (844)
31 Administrative fees to other PHA on Port out	79,917	\$ 6,660	\$ 5,501	\$ 39,959	\$ 75,168	\$ 35,210	\$ 31,522	\$ 106,691	\$ 26,774	\$ 31,522	\$ 106,691	\$ 26,774	34%	\$ 26,774
32 Publications & Subscriptions	774	\$ 65	\$ -	\$ 387	\$ -	\$ (387)	\$ 774	\$ 774	\$ -	\$ 774	\$ 774	\$ -	0%	\$ -
33 Memberships & Dues	3,269	\$ 272	\$ -	\$ 1,635	\$ 2,582	\$ 947	\$ 887	\$ 3,269	\$ -	\$ 887	\$ 3,269	\$ -	0%	\$ -
34 Telephone	8,190	\$ 683	\$ 806	\$ 4,095	\$ 3,208	\$ (887)	\$ 4,095	\$ 7,303	\$ (887)	\$ 4,095	\$ 7,303	\$ (887)	-11%	\$ (887)
35 Office Supplies	21,751	\$ 1,813	\$ 1,245	\$ 10,876	\$ 9,080	\$ (1,796)	\$ 12,671	\$ 21,751	\$ -	\$ 12,671	\$ 21,751	\$ -	0%	\$ -
36 Postage	18,564	\$ 1,547	\$ 1,365	\$ 9,282	\$ 6,842	\$ (2,440)	\$ 11,722	\$ 18,564	\$ -	\$ 11,722	\$ 18,564	\$ -	0%	\$ -
37 Printing & Reproduction	8,190	\$ 683	\$ 150	\$ 4,095	\$ 1,876	\$ (2,219)	\$ 6,314	\$ 8,190	\$ -	\$ 6,314	\$ 8,190	\$ -	0%	\$ -
38 Equipment maintenance	1,092	\$ 91	\$ -	\$ 546	\$ 457	\$ (89)	\$ 635	\$ 1,092	\$ -	\$ 635	\$ 1,092	\$ -	0%	\$ -
39 Equipment Lease	8,470	\$ 706	\$ 665	\$ 4,235	\$ 4,084	\$ (151)	\$ 4,386	\$ 8,470	\$ -	\$ 4,386	\$ 8,470	\$ -	0%	\$ -
40 Advertising	4,095	\$ 341	\$ -	\$ 2,048	\$ 485	\$ (1,562)	\$ 3,610	\$ 4,095	\$ -	\$ 3,610	\$ 4,095	\$ -	0%	\$ -
41 Messenger/delivery service	5,460	\$ 455	\$ 339	\$ 2,730	\$ 2,203	\$ (527)	\$ 3,257	\$ 5,460	\$ -	\$ 3,257	\$ 5,460	\$ -	0%	\$ -
42 Consultants - General Consultants	11,220	\$ 935	\$ 436	\$ 5,610	\$ 4,612	\$ (998)	\$ 6,608	\$ 11,220	\$ -	\$ 6,608	\$ 11,220	\$ -	0%	\$ -
44 Software Maintenance	8,460	\$ 705	\$ (3,455)	\$ 4,230	\$ 4,965	\$ 735	\$ 4,095	\$ 8,460	\$ -	\$ 4,095	\$ 8,460	\$ -	0%	\$ -
45 Inspection	131,570	\$ 10,964	\$ 9,864	\$ 65,785	\$ 58,450	\$ (7,335)	\$ 73,120	\$ 131,570	\$ -	\$ 73,120	\$ 131,570	\$ -	0%	\$ -
46 Other Surdry Items	11,466	\$ 956	\$ 1,183	\$ 5,733	\$ 4,812	\$ (921)	\$ 6,654	\$ 11,466	\$ -	\$ 6,654	\$ 11,466	\$ -	0%	\$ -
48 Total Administrative Expenses	\$ 1,990,050	\$ 165,838	\$ 186,839	\$ 995,025	\$ 933,192	\$ (61,833)	\$ 1,016,419	\$ 1,949,611	\$ (40,439)	\$ 1,016,419	\$ 1,949,611	\$ (40,439)	-4%	\$ (40,439)
49														
50														
51 UTILITIES														
52 Water	80	\$ 7	\$ -	\$ 40	\$ -	\$ (40)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-100%	\$ (80)
53														

BHA: BUDGET COMPARISON - SECTION 8

FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending December 31, 2010

	DESCRIPTION	MONTH ENDING - 12/31/2010					YEAR - TO - DATE					FY2011			PROJECTED FY2011			ATTACHMENT C
		FY2011		MTD		INCREASE (DECREASE) %	FY2011		YTD		INCREASE (DECREASE) %	FY2011		ANNUAL		INCREASE (DECREASE) %		
		BUDGET	ACTUAL	BUDGET	ACTUAL		BUDGET	ACTUAL	BUDGET	ACTUAL		BUDGET	ACTUAL	BUDGET	ACTUAL			
	HUD Authorized Units =>	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)		
54	Electricity & Gas	16,380	\$ 1,365	\$ -	\$ 1,365	\$ -	\$ 3,845	\$ (4,345)	\$ 8,190	\$ 3,845	\$ (4,345)	\$ 8,190	\$ 12,035	\$ (4,345)	\$ (4,345)	-27%		
58	Refuse	960	\$ 80	\$ 372	\$ 292	\$ 372	\$ 795	\$ 315	\$ 480	\$ 795	\$ 315	\$ 165	\$ 960	\$ -	\$ -	0%		
59	Total Utilities	\$ 17,420	\$ 1,452	\$ 372	\$ (1,080)	\$ 74%	\$ 4,640	\$ (4,070)	\$ 8,710	\$ 4,640	\$ (4,070)	\$ 8,355	\$ 12,995	\$ (4,425)	\$ (4,425)	-25%		
61	ORDINARY MAINTENANCE	13,104	\$ 1,092	\$ 208	\$ (884)	\$ -81%	\$ 4,450	\$ (2,102)	\$ 6,552	\$ 4,450	\$ (2,102)	\$ 7,371	\$ 11,821	\$ (1,283)	\$ (1,283)	-10%		
65	Facilities maintenance (includes \$14,000 for Office Maintenance)	13,104	\$ 1,092	\$ 208	\$ (884)	\$ -81%	\$ 4,450	\$ (2,102)	\$ 6,552	\$ 4,450	\$ (2,102)	\$ 7,371	\$ 11,821	\$ (1,283)	\$ (1,283)	-10%		
67	Total Ordinary Maintenance																	
68	GENERAL EXPENSE																	
76	Insurance	829	\$ 69	\$ 71	\$ 2	\$ 3%	\$ 426	\$ 12	\$ 415	\$ 426	\$ 12	\$ 427	\$ 853	\$ 24	\$ 24	3%		
77	Other General Expenses (Slipends)	2,393	\$ 199	\$ (50)	\$ (249)	\$ -125%	\$ 150	\$ (1,047)	\$ 1,197	\$ 150	\$ (1,047)	\$ 2,243	\$ 2,393	\$ -	\$ -	0%		
81	Total General Expenses	3,222	\$ 268	\$ 21	\$ (247)	\$ -92%	\$ 576	\$ (1,035)	\$ 1,611	\$ 576	\$ (1,035)	\$ 2,670	\$ 3,246	\$ 24	\$ 24	1%		
82	OPERATING TRANSFER IN/OUT																	
83	Total Operating Expenses	2,023,796	\$ 168,660	\$ 187,440	\$ 18,790	\$ 11%	\$ 942,859	\$ (69,039)	\$ 1,011,898	\$ 942,859	\$ (69,039)	\$ 1,034,814	\$ 1,977,673	\$ (46,123)	\$ (46,123)	-2%		
91	Total Expenses	\$ 2,023,796	\$ (9,712)	\$ 187,440	\$ (15,204)		\$ 942,859	\$ 167,848	\$ 1,011,898	\$ 942,859	\$ 167,848	\$ 1,034,814	\$ 1,977,673	\$ (46,123)	\$ (46,123)			
92	Operating Surplus (Deficit)	\$ (116,545)	\$ 9,712	\$ -	\$ (9,712)		\$ 109,575	\$ (58,273)	\$ (58,273)	\$ 109,575	\$ (58,273)	\$ 84,178	\$ 25,397	\$ 141,942	\$ 141,942			
93	Use of Operating Reserve/Other Funds	\$ 116,545	\$ 9,712	\$ -	\$ (9,712)		\$ -	\$ (58,273)	\$ (58,273)	\$ -	\$ (58,273)	\$ 84,178	\$ 25,397	\$ (116,545)	\$ (116,545)			
94	Net Operating Surplus (Deficit)	\$ -	\$ 0	\$ (24,916)	\$ (24,916)		\$ 109,575	\$ 109,575	\$ -	\$ 109,575	\$ 109,575	\$ -	\$ 25,397	\$ 25,397	\$ 25,397			
			HAP Income (Loss)	(24,689)	(24,689)		Net Restricted Asset, 6/30/10	2,224,531	2,224,531	2,224,531	2,224,531	Net Restricted Asset, 6/30/10	2,224,531	2,224,531	2,224,531			
			AF Income (Loss)	(24,916)	(24,916)		Income(Loss)	(1,582,815.07)	(1,582,815.07)	(1,582,815.07)	(1,582,815.07)	Income(Loss)	(1,546,815)	(1,546,815)	(1,546,815)			
			Income (Loss)	(49,604)	(49,604)			641,715.47	641,715.47	641,715.47	641,715.47	Net Unrestricted Asset, 6/30/10	318,245	318,245	318,245			
							Net Unrestricted Asset, 6/30/10	318,245	318,245	318,245	318,245	Net Unrestricted Asset, 6/30/10	318,245	318,245	318,245			
							Income(Loss)	109,575.05	109,575.05	109,575.05	109,575.05	Income(Loss)	25,397	25,397	25,397			
								427,820.05	427,820.05	427,820.05	427,820.05	Income(Loss)	343,642	343,642	343,642			
							Total Net Asset, 6/30/10	2,542,776	2,542,776	2,542,776	2,542,776	Total Net Asset, 6/30/10	2,542,776	2,542,776	2,542,776			
							Income(Loss)	(1,473,240)	(1,473,240)	(1,473,240)	(1,473,240)	Income(Loss)	(1,521,418)	(1,521,418)	(1,521,418)			
								1,069,535.52	1,069,535.52	1,069,535.52	1,069,535.52	Income(Loss)	1,021,358	1,021,358	1,021,358			

BHA: BUDGET COMPARISON - MODERATE REHABILITATION PROGRAM														ATTACHMENT D	
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses															
For the Period Ending December 31, 2010															
DESCRIPTION	MONTH ENDING - 12/31/2010			YEAR - TO - DATE			PROJECTED FY2011			PROJECTED FY2011					
	FY2011 BUDGET	MTD ACTUAL	INCREASE (DECREASE)	FY2011 BUDGET	YTD ACTUAL	INCREASE (DECREASE)	FY2011 JAN - JUNE BUDGET	FY2011 JAN - JUNE ACTUAL	FY2011 INCREASE (DECREASE)	FY2011 JAN - JUNE BUDGET	FY2011 JAN - JUNE ACTUAL	FY2011 INCREASE (DECREASE)	%	#DIV/0!	
	(a)	(b)	(b-c)	(d)	(e)	(d-e)	(f)	(g)	(g - a)	(g - a)	(g - a)	(g - a)			
1 Housing Assistance Payments (HAP)															
2 HAP Received from HUD	\$ 625,632	\$ 47,279	\$ (4,857)	\$ 312,816	\$ 288,716	\$ (44,100)	\$ 356,916	\$ 625,632	\$ -	\$ 625,632	\$ -	0%	#DIV/0!		
3 Miscellaneous Income - HAP	625,632	45,054	(7,082)	312,816	279,407	(33,409)	346,225	625,632	-	625,632	-	0%	0%		
4 Less HAP Paid to Owners															
5 HAP Surplus (Deficit)	\$ -	\$ 2,225	\$ 2,225	\$ -	\$ (10,691)	\$ (10,691)	\$ 10,691	\$ -	\$ -	\$ -	\$ -				
6 Use of Excess HAP Reserve	\$ -	\$ -	\$ -	\$ -	\$ 10,691	\$ 10,691	\$ (10,691)	\$ -	\$ -	\$ -	\$ -				
7 Net HAP Surplus (Deficit)	\$ -	\$ 2,225	\$ 2,225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
8															
9 OPERATING & CAPITAL IMPROVEMENT REVENUE															
10 Administrative Fees (MOD REHAB)	123,998	10,283	8,734	61,699	62,946	1,247	60,452	123,998	-	123,998	-	0%			
18 Miscellaneous Income (Interest)	1,000	83	(75)	500	49	(451)	60	109	(891)	109	(891)	-89%			
19 Total Operating & Capital Improvement Revenue	\$ 124,998	\$ 10,367	\$ 8,659	\$ 62,199	\$ 62,995	\$ 796	\$ 60,512	\$ 123,507	\$ (891)	\$ 123,507	\$ (891)	-1%			
20															
21 OPERATING EXPENSES															
22 ADMINISTRATION															
23 Salaries	55,544	4,629	5,488	27,772	44,413	16,641	27,821	72,034	16,490	72,034	16,490	30%			
24 Employee Benefits	30,094	2,508	4,876	15,047	21,545	6,498	16,586	38,131	8,037	38,131	8,037	27%			
25 Legal Expense - Outside Counsel	14,009	1,167	1,098	7,005	3,759	(3,246)	7,005	10,763	(3,246)	10,763	(3,246)	-23%			
26 Staff Training	360	30	(30)	180	23	(158)	338	360	-	360	-	0%			
27 Travel/Transportation	409	34	(34)	205	8	(197)	401	409	-	409	-	0%			
28 Office Rent (includes \$4,800 for record retention storage)	6,450	538	564	3,225	3,380	155	3,070	6,450	-	6,450	-	0%			
30 Audit Fees	2,420	202	(202)	1,210	999	(211)	1,421	2,420	(0)	2,420	(0)	0%			
32 Publications & Subscriptions	43	4	(4)	22	22	(22)	43	43	-	43	-	0%			
33 Memberships & Dues	180	15	(15)	90	142	52	38	180	-	180	-	0%			
34 Telephone	450	38	(38)	225	225	(225)	225	225	(225)	225	(225)	-50%			
35 Office Supplies	1,289	107	(39)	645	499	(146)	790	1,289	-	1,289	-	0%			
36 Postage	1,020	85	(10)	510	376	(134)	644	1,020	-	1,020	-	0%			
37 Printing & Reproduction	450	38	(29)	225	103	(122)	347	450	-	450	-	0%			
38 Equipment maintenance	60	3	(5)	30	25	(5)	35	60	-	60	-	0%			
39 Equipment Lease	465	39	(2)	233	224	(9)	241	465	-	465	-	0%			
40 Advertising	225	19	(19)	113	19	(93)	206	225	-	225	-	0%			
41 Messenger/delivery service	300	25	(22)	150	29	(121)	271	300	-	300	-	0%			
42 Consultants - General Consultants	850	71	(48)	425	173	(252)	677	850	-	850	-	0%			
44 Software Maintenance	1,200	100	(14)	600	516	(84)	684	1,200	-	1,200	-	0%			
45 Inspection	5,784	482	(482)	2,892	-	(2,892)	5,784	5,784	-	5,784	-	0%			
46 Other Sundry Items	630	53	(53)	315	-	(315)	630	630	-	630	-	0%			
47 Interest					44	44	(44)								
49 Total Administrative Expenses	\$ 122,232	\$ 10,186	\$ 6,779	\$ 61,116	\$ 76,275	\$ 15,159	\$ 67,012	\$ 143,298	\$ 21,056	\$ 143,298	\$ 21,056	17%			
50															
51 UTILITIES															
52 Water															

BHA: BUDGET COMPARISON - LOW INCOME PUBLIC REPORT (LIPH)
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses
For the Period Ending December 31, 2010

DESCRIPTION	MONTH ENDING - 12/31/2010			YEAR - TO - DATE			PROJECTED FY2011			ATTACHMENT E
	FY2011		INCREASE (DECREASE) (b-c)	FY2011		INCREASE (DECREASE) (d-e)	FY2011		INCREASE (DECREASE) (g-a)	
	BUDGET (a)	MTD BUDGET (b)		MTD ACTUAL (c)	BUDGET (d)		YTD ACTUAL (e)	JAN - JUNE BUDGET (f)		
Miscellaneous Income - HAP										
OPERATING & CAPITAL IMPROVEMENT REVENUE										
11 Operating Subsidy (LIPH)	131,074	\$ 10,923	\$ 17,143	\$ 6,220	\$ 65,537	\$ 102,829	\$ 37,292	\$ 195,352	\$ 64,278	49%
12 Asset Repositioning Fee (LIPH)	67,084	\$ 5,590	\$ -	\$ (5,590)	\$ -	\$ (33,542)	\$ (33,542)	\$ -	\$ (67,084)	-100%
13 Rent Charges (LIPH)	148,318	\$ 12,360	\$ 14,966	\$ 2,606	\$ 74,159	\$ 88,746	\$ 14,587	\$ 155,582	\$ 7,264	5%
14 Capital Fund/ARRA Available for Operations	262,000	\$ 21,833	\$ 49,461	\$ 27,628	\$ 131,000	\$ 197,756	\$ 66,756	\$ 325,317	\$ 63,317	0%
15 Capital Fund/ARRA Available for Capital Improvements	65,000	\$ 5,417	\$ -	\$ (5,417)	\$ 32,500	\$ -	\$ (32,500)	\$ -	\$ (65,000)	-100%
16 Other Revenue - GDBG	120,000	\$ 10,000	\$ -	\$ (10,000)	\$ 60,000	\$ -	\$ (60,000)	\$ 120,000	\$ -	0%
18 Miscellaneous Income (Interest)	4,600	\$ 383	\$ 563	\$ 180	\$ 2,300	\$ 2,341	\$ 41	\$ 4,600	\$ -	0%
Total Operating & Capital Improvement Revenue	\$ 796,076	\$ 66,506	\$ 82,134	\$ 15,627	\$ 399,038	\$ 391,674	\$ (7,364)	\$ 800,850	\$ 2,774	0%
OPERATING & CAPITAL IMPROVEMENT REVENUE - OTHER										
ADMINISTRATION										
22 Salaries	108,971	\$ 9,081	\$ 8,043	\$ (1,038)	\$ 54,486	\$ 50,909	\$ (3,577)	\$ 106,202	\$ (2,768)	-3%
24 Employee Benefits	59,661	\$ 4,972	\$ 4,617	\$ (354)	\$ 29,831	\$ 27,164	\$ (2,667)	\$ 60,736	\$ 1,074	2%
25 Legal Expense - Outside Counsel	45,191	\$ 3,766	\$ 4,082	\$ 316	\$ 22,896	\$ 14,646	\$ (7,950)	\$ 43,723	\$ (1,466)	-3%
26 Staff Training	5,256	\$ 438	\$ 14	\$ (425)	\$ 123	\$ 139	\$ 16	\$ 5,243	\$ 5,256	0%
27 Travel/Transportation	245	\$ 20	\$ 20	\$ -	\$ 123	\$ 139	\$ 16	\$ 106	\$ 245	0%
28 Office Rent (includes \$4,800 for record retention storage)	3,870	\$ 323	\$ 285	\$ (38)	\$ 1,935	\$ 2,247	\$ 312	\$ 1,823	\$ 3,870	0%
30 Audit Fees	1,320	\$ 110	\$ 1,164	\$ 1,054	\$ 660	\$ 1,799	\$ 1,139	\$ 1,285	\$ 3,064	134%
32 Publications & Subscriptions	26	\$ 2	\$ -	\$ -	\$ 13	\$ -	\$ (13)	\$ 26	\$ -	0%
33 Memberships & Dues	108	\$ 9	\$ 25	\$ 16	\$ 182	\$ 54	\$ 31	\$ 23	\$ 108	0%
34 Telephone	270	\$ 23	\$ -	\$ (23)	\$ 135	\$ -	\$ (135)	\$ 135	\$ (135)	-50%
35 Office Supplies	720	\$ 60	\$ 16	\$ (44)	\$ 360	\$ 300	\$ (60)	\$ 420	\$ 720	0%
36 Postage	612	\$ 51	\$ 45	\$ (6)	\$ 306	\$ 226	\$ (80)	\$ 386	\$ 612	0%
37 Printing & Reproduction	270	\$ 23	\$ 9	\$ (14)	\$ 135	\$ 62	\$ (73)	\$ 208	\$ 270	0%
38 Equipment maintenance	36	\$ 3	\$ -	\$ (3)	\$ 18	\$ -	\$ (18)	\$ 36	\$ -	0%
39 Equipment Lease	279	\$ 23	\$ 16	\$ (8)	\$ 140	\$ 136	\$ (4)	\$ 144	\$ 279	0%
40 Advertising	195	\$ 11	\$ -	\$ (11)	\$ 68	\$ 12	\$ (56)	\$ 123	\$ 195	0%
41 Messenger/delivery service	180	\$ 15	\$ -	\$ (15)	\$ 90	\$ 17	\$ (73)	\$ 163	\$ 180	0%
42 Consultants - General Consultants	4,760	\$ 397	\$ 14	\$ (383)	\$ 2,380	\$ 104	\$ (2,276)	\$ 4,656	\$ 4,760	0%
44 Software Maintenance	11,100	\$ 925	\$ 52	\$ (873)	\$ 5,650	\$ 5,466	\$ (184)	\$ 5,635	\$ 11,100	0%
45 Inspection	1,220	\$ 102	\$ -	\$ (102)	\$ 610	\$ -	\$ (610)	\$ 1,220	\$ -	0%
46 Other Sundry Items	377	\$ 31	\$ 12	\$ (19)	\$ 189	\$ 41	\$ (148)	\$ 336	\$ 377	0%
47 Interest	27,135	\$ 2,261	\$ -	\$ (2,261)	\$ 13,568	\$ (24)	\$ (13,592)	\$ 27,135	\$ -	0%
Total Disposition Expenses	\$ 271,742	\$ 22,645	\$ 18,393	\$ (4,252)	\$ 135,871	\$ 103,336	\$ (32,535)	\$ 166,872	\$ 270,210	(1.552)
51 Relocation Consultant	165,000	\$ 13,750	\$ -	\$ (13,750)	\$ 82,500	\$ 13,718	\$ (68,782)	\$ 151,283	\$ 165,000	0%
53 Development Consultant	18,920	\$ 1,577	\$ -	\$ (1,577)	\$ 9,460	\$ -	\$ (9,460)	\$ 18,920	\$ -	0%
54 Project Manager	66,400	\$ 5,700	\$ -	\$ (5,700)	\$ 34,200	\$ 21,688	\$ (12,512)	\$ 46,717	\$ 66,400	0%
55 Specialized Legal Services	19,800	\$ 1,650	\$ -	\$ (1,650)	\$ 9,900	\$ -	\$ (9,900)	\$ 19,800	\$ -	0%
Total Disposition Expenses	\$ 272,120	\$ 22,677	\$ -	\$ (22,677)	\$ 136,060	\$ 35,401	\$ (100,659)	\$ 236,719	\$ 272,120	0%

BHA: BUDGET COMPARISON - LOW INCOME PUBLIC REPORT (LIPH)														ATTACHMENT E			
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses																	
For the Period Ending December 31, 2010																	
DESCRIPTION	MONTH ENDING - 12/31/2010			YEAR - TO - DATE			YEAR - TO - DATE			PROJECTED FY2011			PROJECTED FY2011				
	FY2011 BUDGET	FY2011 MTD BUDGET	FY2011 MTD ACTUAL	INCREASE (DECREASE)	%	FY2011 YTD BUDGET	FY2011 YTD ACTUAL	INCREASE (DECREASE)	%	FY2011 JAN - JUNE BUDGET	FY2011 JAN - JUNE ACTUAL	INCREASE (DECREASE)	%	FY2011 ANNUAL BUDGET	FY2011 ANNUAL ACTUAL	INCREASE (DECREASE)	%
(1)	(a)	(b)	(c)	(b-c)	%	(d)	(e)	(d-e)	%	(f)	(g)	(g - f)	%	(h)	(i)	(i - h)	%
UTILITIES																	
E.15 Utilities - Electricity & Water/Refuse																	
52 Water	3,200	267	-	(267)	-100%	1,600	426	(1,174)	-73%	1,600	2,026	(1,174)	-37%	1,600	2,026	(1,174)	-37%
53 Electricity & Gas	540	45	478	433	962%	270	1,689	1,419	526%	1,689	3,378	2,838	526%	1,689	3,378	2,838	526%
54 Gas				113	#DIV/0!		920	920		920	1,840	1,840	#DIV/0!	920	1,840	1,840	#DIV/0!
55 Fuel																	
56 Sewage Reimbursement																	
57 Refuse	38,400	3,200	-	(3,200)		19,200	2,399	2,399		16,296	2,399	2,399		16,296	2,399	2,399	
58 Total Utilities	42,140	3,512	591	(2,921)	-83%	21,070	23,439	2,369	11%	20,505	43,944	1,804	4%	20,505	43,944	1,804	4%
ORDINARY MAINTENANCE																	
61 Facilities maintenance (Includes \$14,000 for Office Maintena	121,811	10,151	20	(10,131)	-100%	60,906	45,075	(15,831)	-26%	76,737	121,811	0	0%	76,737	121,811	0	0%
66 Mgmt Contract	26,730	2,228	2,228		0%	13,365	13,366	1	0%	13,365	26,730		0%	13,365	26,730		0%
67 Total Ordinary Maintenance	148,541	12,378	2,247	(10,131)	-82%	74,271	58,440	(15,830)	-21%	90,101	148,541	0	0%	90,101	148,541	0	0%
GENERAL EXPENSE																	
76 Insurance	29,849	2,487	4,780	2,293	92%	14,925	17,574	2,649	18%	13,130	30,704	855	3%	13,130	30,704	855	3%
80 Collection losses					#DIV/0!				#DIV/0!	13,606	13,606	13,606	100%	13,606	13,606	13,606	100%
81 Other General Expenses (Stipends)	79	7	50	43	659%	40	250	211	533%	350	600	521	659%	350	600	521	659%
82 Total General Expenses	29,928	2,494	4,830	2,336	94%	14,964	17,824	2,860	19%	27,086	44,910	14,982	50%	27,086	44,910	14,982	50%
OPERATING TRANSFER IN/OUT																	
83 Total Operating Expenses	764,471	63,706	26,062	(37,644)	(1)	382,236	236,442	(143,794)	-38%	541,284	779,725	15,254	2%	541,284	779,725	15,254	2%
NON ROUTINE EXPENSES																	
84 E.34 Betterment & Additions-Public Housing	65,000	5,417	-	(5,417)	-100%	32,500	-	(32,500)	-100%	-	-	(65,000)	-100%	-	-	(65,000)	-100%
88 Total Non Routine Expenses	65,000	5,417	-	(5,417)	-100%	32,500	-	(32,500)	-100%	-	-	(65,000)	-100%	-	-	(65,000)	-100%
Debt Service																	
90 Debt Service	151,000	12,583	-	(12,583)		75,500	-	(75,500)	-100%	151,000	151,000	-	-	151,000	151,000	-	-
91 Total Expenses	980,471	81,706	26,062	(55,644)		490,236	236,442	(251,794)	-51%	682,284	930,725	(49,746)		682,284	930,725	(49,746)	
92 Operating Surplus (Deficit)	(182,395)	(15,200)	56,072	71,272		(91,198)	153,232	244,430		(283,108)	(129,875)	52,520		(283,108)	(129,875)	52,520	
93 Use of Operating Reserve/Other Funds	182,395	15,200	39,359	24,159		91,198	(153,232)	(244,430)		283,108	129,875	(52,520)		283,108	129,875	(52,520)	
94 Net Operating Surplus (Deficit)	-	-	95,431	95,431		-	-	-		-	-	-		-	-	-	

BHA: BUDGET COMPARISON - RENTAL HOUSING AND CONSTRUCTION PROGRAM (RHCP)
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses
For the Period Ending December 31, 2010

DESCRIPTION	MONTH ENDING - 12/31/2010			YEAR - TO - DATE			PROJECTED FY2011			ATTACHMENT F
	FY2011 BUDGET	FY2011 MTD BUDGET	FY2011 MTD ACTUAL	FY2011 BUDGET	FY2011 YTD BUDGET	FY2011 YTD ACTUAL	FY2011 JAN - JUNE BUDGET	FY2011 ANNUAL BUDGET	FY2011 ANNUAL (g) = (e+f)	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	
3 Miscellaneous Income -HAP										
9 OPERATING & CAPITAL IMPROVEMENT REVENUE										
11 Operating Subsidy (RHCP)	51,630	4,303	9,974	25,815	29,922	29,922	29,922	59,844	59,844	8,214
13 Rent Charges (RHCP)	66,291	5,524	3,921	33,146	28,253	28,253	23,526	51,779	(14,512)	-22%
18 Miscellaneous Income (Interest)	750	63	19	375	362	(44)	388	750	388	-
19 Total Operating & Capital Improvement Revenue	118,671	9,889	13,914	59,336	58,537	4,025	53,836	112,373	6,298	-5%
20										
21 OPERATING & CAPITAL IMPROVEMENT REVENUE - OTHER										
22 ADMINISTRATION										
23 Salaries	29,459	2,455	3,284	14,730	13,670	829	14,923	28,593	866	-3%
24 Employee Benefits	16,111	1,343	1,696	8,058	7,276	353	9,051	16,326	215	1%
25 Legal Expense - Outside Counsel	10,809	901	605	5,405	3,433	(296)	5,405	8,837	(1,972)	-18%
26 Staff Training	72	6	6	36	5	(6)	68	72	4	0%
27 Travel/Transportation	82	7	7	41	33	(8)	49	82	33	-40%
28 Office Rent (includes \$4,800 for record retention storage)	1,290	108	113	645	727	82	563	1,290	82	0%
30 Audit Fees	660	55	55	330	200	(55)	448	648	200	-29%
32 Publications & Subscriptions	9	1	1	5	5	0	9	9	0	0%
33 Memberships & Dues	36	3	3	18	28	10	8	36	36	0%
34 Telephone	90	8	8	45	45	0	90	90	0	0%
35 Office Supplies	240	20	14	120	100	(20)	140	240	100	-17%
36 Postage	204	17	15	102	75	(27)	129	204	129	-17%
37 Printing & Reproduction	90	8	2	45	21	(6)	69	90	21	-24%
38 Equipment maintenance	12	1	1	6	6	0	12	12	0	0%
39 Equipment Lease	93	8	7	47	45	(2)	48	93	45	-48%
40 Advertising	45	4	4	23	4	(19)	41	45	4	-89%
41 Messenger/delivery service	60	5	1	30	6	(24)	54	60	6	-81%
42 Consultants - General Consultants	170	14	5	85	34	(51)	136	170	34	-59%
44 Software Maintenance	240	20	17	120	103	(17)	137	240	103	-14%
45 Inspection	280	23	23	140	140	0	280	280	0	-100%
46 Other Sundry Items	126	11	11	63	63	0	126	126	0	-100%
47 Interest					43				43	
49 Total Administrative Expenses	60,178	5,015	5,757	30,089	25,801	742	31,742	57,543	2,635	-4%
51 UTILITIES										
53 Water	720	60	60	360	151	(60)	720	720	0	0%
54 Electricity & Gas	180	15	45	90	90	0	29	180	151	-19%
55 Gas										
57 Sewage Reimbursement	3,528	294	406	1,764	1,028	(736)	2,500	3,528	0	0%
58 Refuse	8,640	720	2,788	4,320	4,647	327	3,093	7,740	900	-10%
59 Total Utilities	13,068	1,089	3,273	6,534	5,966	568	6,202	12,168	900	-7%
61 ORDINARY MAINTENANCE										
65 Facilities maintenance (includes \$14,000 for Office Maintenance)	28,765	2,997	1,597	14,383	6,792	(800)	21,973	28,765	(0)	0%
66 E.25 Mgmt Contract	6,270	523	523	3,135	3,135	0	3,135	6,270	0	0%

BHA: BUDGET COMPARISON - RENTAL HOUSING AND CONSTRUCTION PROGRAM (RHCP)														ATTACHMENT F	
FY2011 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses															
For the Period Ending December 31, 2010															
DESCRIPTION	FY2011 BUDGET			MONTH ENDING - 12/31/2010			YEAR - TO - DATE			FY2011 PROJECTED			PROJECTED FY2011		
	(a)	(b)	(c)	FY2011 MTD BUDGET	FY2011 MTD ACTUAL	INCREASE (DECREASE) (b-c)	FY2011 YTD BUDGET	FY2011 YTD ACTUAL	INCREASE (DECREASE) (d-e)	FY2011 JAN - JUNE BUDGET	FY2011 JAN - JUNE ACTUAL	INCREASE (DECREASE) (g-h)	FY2011 ANNUAL BUDGET	FY2011 ANNUAL ACTUAL	INCREASE (DECREASE) (i-j)
(1)	35,035	2,920	2,120	868	868	(800)	17,518	9,927	(7,590)	25,108	35,035	(9)	35,035	35,035	(0)
67 Total Ordinary Maintenance															
76 GENERAL EXPENSE	10,364	864	868	868	868	25	5,182	5,331	149	5,330	10,661	5,330	10,661	5,330	297
77 Insurance	-	-	-	-	-	-	-	-	-	960	960	960	960	960	960
80 Collection losses	26	2	-	-	-	(2)	13	-	(13)	26	26	26	26	26	0
81 Other General Expenses (Stipends)	10,390	866	868	868	868	23	5,195	5,331	136	6,316	11,647	6,316	11,647	5,331	1,257
82 Total General Expenses															
OPERATING TRANSFER IN/OUT															
83 Total Operating Expenses	118,871	9,889	12,038	12,038	12,038	2,149	59,336	47,025	(12,311)	69,369	116,393	69,369	116,393	46,928	(2,278)
90 Debt Service															
91 Total Expenses	118,871	9,889	12,038	12,038	12,038	2,149	59,336	47,025	(12,311)	69,369	116,393	69,369	116,393	46,928	(2,278)
92 Operating Surplus (Deficit)															
Use of Operating Reserve/Other Funds															
93															
94 Net Operating Surplus (Deficit)															