

**BERKELEY HOUSING AUTHORITY
DETAIL - PROPOSED Budget
For Fiscal Year 2015-2016
Section 8 Only**

DRAFT- 02/20/2015

	DESCRIPTION HUD Authorized Units ==>	Grand Total PROPOSED BUDGET FY2016 (a) = (b + c)	Section 8		PROJECTED ACTUAL FY2015 12/31/2014 (d)	Increase (Decrease) (e) = (a - d)	%
			Voucher Program 1,935 Units (b)	Mod. Rehab Program 98 Units (c)			
	HOUSING ASSISTANCE PAYMENTS (HAP)						
1	HAP Revenue from HUD	\$ 22,961,233	\$ 22,273,273	\$ 687,960	\$ 23,461,768	\$ (500,535)	-2%
2	HAP Expenses to Owners	\$ 24,987,690	24,299,730	687,960	\$ 23,071,613	\$ 1,916,077	8%
	Estimated excess (shortfall) in HAP revenue	\$ (2,026,457)	\$ (2,026,457)	\$0	\$ 390,155	\$ (2,416,612)	619%
	Estimated Net Restricted Reserve balance, beginning of FY	\$ 2,500,000	\$ 2,500,000				
	OPERATING REVENUE						
3	Administrative Fees	\$ 1,781,304	\$ 1,649,079	\$ 132,225	\$ 1,842,763	\$ (61,459)	-3%
4	Miscellaneous Income	\$ 14,000	14,000		\$ 26,664	\$ (12,664)	-47%
	Total Operating Revenue	\$ 1,795,304	\$ 1,663,079	\$ 132,225	\$ 1,869,426	\$ (74,123)	-4%
	TOTAL REVENUE	\$ 24,756,537	\$ 23,936,352	\$ 820,185	\$ 25,331,194	\$ (574,658)	-2%
	Available for Operating Expenses	\$ 1,795,304	\$ 1,663,079	\$ 132,225	\$ 1,869,426	\$ (74,123)	-4%
	OPERATING EXPENSES						
	ADMINISTRATION						
5	Salaries	\$ 1,178,089	1,093,808	84,281	\$ 998,375	\$ 179,714	18%
5	Employee Benefits	\$ 666,162	619,970	46,192	\$ 551,980	\$ 114,182	21%
5	Sub-total salaries and employee benefits	1,844,251	1,713,778	130,473	1,550,355	\$ 293,896	19%
6.i	Fee - Legal Expense - Outside Counsel	\$ 59,280	56,316	2,964	\$ 75,368	\$ (16,088)	-21%
6.ii	Fee - Audit Fees	\$ 22,680	21,546	1,134	\$ 18,900	\$ 3,780	20%
6.iii	Fee - Consultants - General Consultants	\$ 37,915	36,019	1,896	\$ 54,915	\$ (17,000)	-31%
6.iv	Fee - Inspection	\$ 88,601	84,827	3,774	\$ 85,006	\$ 3,595	4%
7.i	Office Rent	\$ 98,010	\$ 93,110	\$ 4,901	\$ 96,817	\$ 1,193	1%
7.ii	Travel/Transportation	\$ 6,230	5,919	312	\$ 6,230	\$ -	0%
7.ii	Staff Training	\$ 7,200	6,840	360	\$ 7,200	\$ -	0%
7.iii	Administrative fees to other PHA on Port out	\$ 65,772	65,772	-	\$ 89,393	\$ (23,621)	-26%
7.iv	Publications & Subscriptions	\$ 2,250	2,138	113	\$ 2,251	\$ (1)	0%
7.v	Memberships & Dues	\$ 5,296	5,031	265	\$ 5,296	\$ 0	0%
7.vi	Telephone	\$ 5,940	5,643	297	\$ 5,861	\$ 79	1%
7.vii	Office Supplies	\$ 16,800	15,871	929	\$ 16,800	\$ -	0%
7.viii	Postage	\$ 17,640	16,758	882	\$ 17,640	\$ -	0%
7.ix	Printing & Reproduction	\$ 12,000	11,400	600	\$ 12,000	\$ -	0%
7.x	Equipment maintenance	\$ 6,360	6,042	318	\$ 6,360	\$ -	0%
7.x	Equipment Lease	\$ 7,248	6,886	362	\$ 6,602	\$ 646	10%
7.xi	Advertising	\$ 2,400	2,280	120	\$ 2,400	\$ -	0%
7.xii	Messenger/delivery service	\$ 4,560	4,332	228	\$ 4,560	\$ -	0%
7.xiii	Software Maintenance	\$ 23,030	21,729	1,302	\$ 23,030	\$ -	0%
7.xiv	Other Sundry Items	\$ 12,600	11,970	630	\$ 13,185	\$ (585)	-4%
	Total Administrative Expenses	\$ 2,346,063	\$ 2,194,205	\$ 151,857	\$ 2,100,169	\$ 245,894	12%

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8	DISPOSITION						
8	HUD Disposition Consulting	\$ -	\$ -		\$ 16,179	\$ (16,179)	0%
8	Construction Consulting	\$ -			\$ 17,717	\$ (17,717)	-100%
8	Total Disposition Expenses	\$ -	\$ -	\$ -	\$ 33,896	\$ (33,896)	-100%
9	ROUTINE MAINTENANCE						
9	Facilities maintenance	\$ 8,524	8,098	426	\$ 3,024	\$ 5,500	182%
9	Mgmt Contract	\$ -	-	-	\$ -	\$ -	
9	Total Routine Maintenance	\$ 8,524	\$ 8,098	\$ 426	\$ 3,024	\$ 5,500	182%
10	GENERAL EXPENSES						
10.i	Insurance	\$ 34,558	32,830	1,728	\$ 33,520	\$ 1,038	3%
10.ii	Other General Expenses	\$ 16,200	15,390	810	\$ 16,200	\$ -	0%
10	Total General Expenses	\$ 50,758	\$ 48,220	\$ 2,538	\$ 49,720	\$ 1,038	2%
	TOTAL OPERATING EXPENSES	\$ 2,405,344.68	\$ 2,250,523	\$ 154,822	\$ 2,186,808.60	\$ 218,536.08	10%
	TOTAL EXPENSES	\$ 2,405,345	\$ 2,250,523	\$ 154,822	\$ 2,186,809	\$ 218,536	10%
11	OPERATING SURPLUS (DEFICIT)	\$ (610,041)	\$ (587,444)	\$ (22,597)	\$ (317,382)	\$ (292,659)	92%

ESTIMATED OPERATING RESERVE AS OF 07/01/2015	\$ 335,476	\$ 111,252
ESTIMATED OPERATING RESERVE BALANCE (SHORTFALL) AS OF 06/30/2016	\$ (251,968)	\$ 88,655
USE OF NET PROCEEDS		\$ -

Cost of 2FTE		
Housing Occupancy Manager (Step A)	\$ (136,243)	
Housing Specialist (Step A)	\$ (115,443)	
Adjusted Deficit	\$ (335,758)	
ESTIMATED OPERATING RESERVE BALANCE (SHORTFALL) AS OF 07/01/2015	\$ 335,476	
USE OF NET PROCEEDS	\$ (282)	