



**Berkeley Housing Authority**

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Item 6D  
New Business  
April 12, 2012

Office of the Executive Director

To: BHA Finance Committee  
From: Tia Ingram  
Tia M. Ingram, Executive Director  
Jesy Yturralde, Finance Manager

Subject: Finance Report – February 29, 2012

This report summarizes the fiscal year budget of the Berkeley Housing Authority (BHA) for the period ending February 29, 2012. The FY2011-2012 approved budget anticipated a deficit for all programs of \$538,997. The deficit is now \$16,170, a significant reduction of \$522,827 or 97% from the approved budget. This significant improvement is primarily due to higher than anticipated pro-ration resulting in higher administrative fee revenue; higher than anticipated formula subsidy in the Public Housing Program, salary savings due to staff resignation and various cost cutting activities implemented at the authority. While budgeting for the fiscal year, staff did not have concrete information from HUD in terms of what the pro-ration and administrative fees would be, nor did we have any indication of resignations. Staff informed the Finance Committee that we utilized conservative figures in terms of proration and admin. fees in the FY2011-2012 budget. Now that we have full information, the numbers reflect a more accurate deficit figure. *(Please see individual program reports for details)*

1. Revenues:

- A. The substantial increase in earned Admin Fees in the Section 8 and Mod Rehab programs (up by \$254,524 or 16%) is significantly due to higher than originally budgeted pro-ration. The approved budget assumed a conservative pro-ration of 72% throughout the fiscal year. The actual pro-rations came in higher, at 83% for July through December 2011 and we recently learned that the proration for CY2012 has improved from 75% to 80%. *(Page 1, Line 10)*
- B. HUD formula funds for Public Housing for CY2011 and CY2012 are higher than originally budgeted (+\$79,942). *(Page 1, Line 11)*
- C. Rent is higher by \$35,942 than approved budget due to correction of anticipated unit months leased for the year in the LIPH program and improved collection in both public housing programs. The approved budget assumed rental income will shift to the developer starting October 2011 due to relocation of families. It now appears that we not will begin the first relocation until the last quarter of this fiscal year. *(Page 1, Line 13)*

- D. Approved Capital Fund Program subsidy for CY2011 is higher than anticipated (+\$13,816). *(Page 1, Line 14)*
- E. Additional other revenue (\$9,000) resulting from our participation in the Homeless Study Program and lease up of the remaining four vouchers from last year and five additional vouchers allocated this year. *(Page 1, Line 17)*
- F. The City Subsidy (GF) revenue of \$26,958 represents funding from the City of Berkeley's General Fund to cover the Quadel invoice. *(Page 1, Lines 19 & 44)*
- G. Miscellaneous income includes \$4,030 of Fraud Recovery that can be used for operations. *(Page 1, Lines 20)*

2. Expenses:

- A. Salary and benefits savings resulting from temporary vacancies due to resignation of the Sr. Office Assistant in September 2011; and Office Assistant I in February 2012. (-\$79,259). *(Page 1, Line 25 & 26)*

On March 8, 2012 the Board approved a resolution abolishing the BHA Sr. Office Assistant classification and creating the BHA Executive Assistant classification. On March 20, 2012 BHA posted the recruitment of the BHA Executive Assistant and BHA Office Assistant I positions and we anticipate having the new employees on board before the end of April 2012.

- B. The FY2012 budget for Office Rent is net of approved cost cutting measure – (termination of the offsite storage). BHA now anticipates exceeding this budget by about \$7,000 because the cost cutting measure is not fully implemented and fees involved to permanently remove the files from the storage is also expensive. Staff is still working on the retrieval of the next batch of files from the storage and anticipates completing this project in the next six months.
- C. Administrative fees paid to other PHAs is lower due to less than anticipated number of managed outgoing portable vouchers (-\$20,919). *(Page 1, Line 33)*
- D. Reduction in software maintenance cost (-\$4,000). Staff negotiated a three-year maintenance contract with Emphasys for the Elite software resulting in a lower annual maintenance fee. *(Page 1, Line 46)*
- E. Disposition Budget. Net increase of \$17,333 in the disposition budget due to amendment of EJP contract to include assistance in actual removal of the units from the HUD inventory, monitoring the business terms as identified in the Development agreement, and clearing HUD's subsidy layering review and some savings in the Project Manager and Specialized Legal Services budget where we no longer anticipate incurring further costs in the remaining months of the fiscal year (+\$38,200 - \$13,993 & -\$6,875). *(Page 2, Line 60)*
- F. Various savings in Other Administrative Expenses due to cost cutting activities implemented by staff at BHA in addition to the balancing measures identified in the approved budget.

**I. Program Budget Variance Report – Period Ending February 29, 2012: Year to Date Revenues/Expenditures**

**A. Section 8 (Attachment B)**

We foresee a major improvement in the results of operations in Section 8. With higher than anticipated pro-ration in administrative fee and significant cost cutting measures including salary savings, we now anticipate a net income of \$94,973 in the Section 8 program, compared to a deficit of \$341,265 originally anticipated at the start of the fiscal year. *(Page 4, Line 122)*

The primary reasons for such significant improvement in the program's bottom line are the following:

**a. FY2012 Revenues:**

- i. Administrative fee revenue is up by \$217,098. This is primarily due to higher than budgeted pro-ration. The approved budget assumed a 72% pro-ration throughout the fiscal year. The actual pro-ration in July through December 2011 was 83% and in a recent email from HUD, PHA's were advised that HUD will be exercising its discretionary authority in using recaptures and carryover funds to improve the CY2012 proration from 75% to 80%. *(Page 3, Line 10)*
- ii. We generated other revenue of \$9,000 from our participation in the "Homeless Study Program" and for leasing the remaining four housing choice vouchers from last year and the additional five vouchers allocated this year. *(Page 3, Line 17)*
- iii. Miscellaneous Income includes amount recouped by BHA for Fraud Recovery. The total amount received for Fraud Recovery as of February 29, 2012 is \$8,060, 50% of which (\$4,030) may be used for operating expenditures. The other 50% flows into the Net Restricted Asset. *(Page 3, Line 3 & 20)*

**b. FY2012 Expenses:**

- i. Salary and Benefits. About 78% (or \$62,437) of the total estimated salary savings resulting from temporary vacancies is allocated to Section 8. *(Page 3, Line 25 & 26).*

As earlier mentioned, the vacancies for BHA Executive Assistant and BHA Office Assistant I are expected to be filled before end of this month.

- ii. Legal fees. In the past months, we have seen a drop in legal fees for general services, including personnel, board meetings and program matters; conversely, a spike is noted in legal services related to the disposition project. We revised allocation of anticipated legal fees for the remaining months of the fiscal year based on actual services previously rendered (as opposed to allocation according to number of units) that resulted in a large

reduction in legal fees in Section 8 by about \$89,366 and a significant increase in LIPH (\$99,484). (Page 3, Line 27).

- iii. Administrative fees paid to other PHAs are down by \$20,919. BHA pays 80% of administrative fee to other PHAs that manage our portable vouchers. Last year, there were about 85 outgoing portable vouchers that were managed by other housing authorities. We have seen a decline in the number of these vouchers because most PHA's are absorbing families that are porting into their jurisdiction in order improve their lease up and maximize their earned administrative fees. In the past eight months (ending February 2012) there were only about 58 outgoing vouchers managed by other PHA's, a 30% drop from our budgeted number, resulting in less than budgeted admin fees going out to other PHA's. (Page 3, Line 33)
- iv. Various savings in other administrative expenses (i.e. travel, publication, consulting fees, postage, advertising, etc) due to cost cutting measures implemented at BHA in addition to the balancing measures identified in the adopted budget.

HAP revenue remained 7% (approximately \$1.5M) higher than originally budgeted resulting from receipt of retrospective adjustments for January through June 2011 (\$477K); HAP set-aside fund eligibility (\$726K) and \$267 HAP funding for 25 new Tenant Protection vouchers allocated for the disposition. (Page 3, Line 2)

If BHA were to maintain an annual lease up of 95% throughout the year, we will end FY2011-2012 with \$1,635,842 in HAP reserve. Currently, BHA is at 94.5% lease up. This means that BHA can afford to meet its budgeted lease up of 95% and issue more vouchers to increase lease up to 100% for the remaining months of the fiscal year. It is important the staff monitor the HAP reserve balance to avoid recapture or offset against future funding. (Page 4, Line 130)

#### **B. Moderate Rehabilitation Program (Attachment C)**

The projected annual operating deficit in the Moderate Rehabilitation Program is down by \$57,424 (from \$100,696 to \$43,272). (Page 6, Line 122)

##### **a. FY2012 Revenues:**

- i. Administrative Fees up by \$37,426. The final budget amendment approved by HUD allocated higher Administrative Fee than what originally budgeted for FY2011-2012. (Page 5, Line 10)

##### **b. FY2012 Expenses:**

- i. Salary and Benefits allocated to the Mod Rehab Program are down by \$5,349 (\$1,582 + \$3,767) resulting from temporary vacancies. (Page 5, Line 25 & 26)
- ii. Various savings in other administrative expenses due to cost cutting activities implemented at the agency.

C. LIPH (Attachment D)

The anticipated deficit in the LIPH Program decreased by \$21,342 (from \$91,551 to \$70,209) (Page 8, Line 122)

a. FY2012 Revenues:

- i. Operating Subsidy is up by \$79,942. As reported previously, our operating subsidy for the fiscal year overlaps two calendar funding years (CY2011 and CY2012). The final allocation from HUD for CY2011 (released in September 2011) and CY2012 (released in March 2012) were both higher than what we originally budgeted resulting in more operating subsidy for BHA in the FY. (Page 7, Line 11)
- ii. Rent income is up by \$30,302. The approved budget assumed that relocation of families will begin in October 2011. It now appears relocation activities may not begin until the last quarter of the fiscal year, thus we will assume full rental income through April 2012 and approximately a 50% reduction starting May 2012 when relocation of families begins. (Page 7, Line 13)
- iii. Capital Fund – Operations (Current Year). The approved FY2011-2012 Budget assumed an 18.4% reduction in the Capital Fund grant revenue. This budget cut (18.4%) was one of the many proposed reductions in the 2011 Federal Budget at the time the BHA budget was prepared. The actual HUD approved allocation awarded to BHA for 2011 is \$111,739, or \$13,816 above our estimate. (Page 7, Line 14)

b. FY2012 Expenses:

- i. Salary and Benefits allocated to the LIPH Program are down by \$9,722 (\$5,384 + \$4,338) resulting from temporary vacancies. (Page 7, Line 25 & 26)
- ii. Projected budget for legal expense in LIPH is up by \$99,484. As reported in Section 8 above (I.A.b.ii), there has been an increase in the use of legal services in relation to the disposition project during the past several months, resulting in an increase in legal fees in the LIPH program. Conversely, a drop in legal cost in the Section 8 and Mod Rehab programs is noted. In view of this, we revised our projection for legal fees in the remaining months of the fiscal year (March – June 2012) that is based on actual charges on invoices received as opposed to the usual allocation of expense based on number of units. (Page 7, Line 27)
- iii. Net increase of \$17,333 in the Disposition budget. This is due to the increase in EJP contract to cover additional services needed and reduction in projected Project Manager (Rosewood) and Specialized Legal Services (Reno-Cavanaugh) budget that we do not anticipate incurring in the

remaining months of the FY. (+\$38,200 - \$13,993 & -\$6,875) (Page 7, Line 57)

**D. RHCP (Attachment E)**

We anticipate a net profit of \$2,344 in the RHCP Program, a significant improvement from the originally projected deficit of \$5,485.

a. FY2012 Revenues:

- i. Increase in rent income (by \$4,680) is attributable to improved collection (100%) from RHCP families. The approved budget assumed a 90% collection rate.

b. FY2012 Expenses:

- i. Salary and Benefits allocated to the RHCP Program are down by \$1,751 (\$1,040 + \$711) resulting from temporary vacancies. (Page 9, Line 25 & 26)

**II. Significant Developments (Prior 30 Days)**

- A. Lease up. Our lease up rate as of March 1, 2012 is 94.5% (1,755 of the 1,866 available vouchers are utilized) and 94.30% for the fiscal year. Since July 2011, we have issued 111 vouchers and successfully leased 60 families. We continue to conduct briefings and issue vouchers to families in the waitlist. We have two briefings scheduled this month where we anticipate issuing about 20 new vouchers.

**Attachments:**

- A. Budget Status Report: All Programs, February 2012
- B. Budget Status Report: Section 8, February 2012
- C. Budget Status Report: Moderate Rehabilitation, February 2012
- D. Budget Status Report: LIPH, February 2012
- E. Budget Status Report: RHCP, February 2012

**BHA: BUDGET COMPARISON - ALL PROGRAMS**

**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**

**For the Period Ending February 29, 2012**

DESCRIPTION	MONTH ENDING: 02/29/2012					YEAR-TO-DATE					PROJECTED FY2012				
	FY2012	FY2012	FY2012	INCREASE	%	FY2012	FY2012	FY2012	INCREASE	%	FY2012	FY2012	INCREASE	%	
	BUDGET	MTD BUDGET	MTD ACTUAL	(DECREASE)		YTD BUDGET	YTD ACTUAL	(DECREASE)			MAR-JUNE ESTIMATE	FY 2012 ANNUAL	(DECREASE)		
1 HOUSING ASSISTANCE PAYMENTS (HAP)															
2 HAP Received from HUD	\$ 21,885,234	\$ 1,823,770	\$ 1,881,193	\$ 57,423	3%	\$ 14,590,156	\$ 16,026,389	\$ 1,436,233	10%	\$ 7,395,630	\$ 23,423,019	\$ 1,537,785	7%		
3 Miscellaneous Income -HAP			\$ 529	\$ 529	100%	\$ 4,030	\$ 4,030	\$ 4,030	100%	\$ 4,030	\$ 4,030	\$ 4,030	100%		
4 Less HAP Paid to Owners	\$ 21,948,830	\$ 1,823,069	\$ 1,859,668	\$ 30,599	2%	\$ 14,632,653	\$ 14,550,826	\$ (81,727)	-1%	\$ 7,337,364	\$ 21,888,190	\$ (60,640)	0%		
5 HAP Surplus (Deficit)	\$ (63,596)	\$ (5,300)	\$ 22,059	\$ 27,359		\$ (42,397)	\$ 1,479,562	\$ 1,521,960			\$ 59,266	\$ 1,538,899	\$ 1,602,455		
6 Use of Excess HAP Reserve	\$ 63,596	\$ 5,300	\$ (22,059)	\$ (27,359)		\$ 42,397	\$ (1,479,562)	\$ (1,521,960)			\$ (59,266)	\$ (1,538,899)	\$ (1,602,455)		
7 Net HAP Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -			\$ -	\$ -	\$ -		
8 OPERATING & CAPITAL IMPROVEMENT REVENUE - OTHER															
9 Administrative Fees (S8 & MOD REHAB)	1,622,544	\$ 135,212	\$ 143,656	\$ 8,444	6%	\$ 1,081,696	\$ 1,258,191	\$ 176,495	16%	\$ 618,877	\$ 1,877,068	\$ 254,524	16%		
10 Operating Subsidy (LIPH & RHCP)	242,331	\$ 20,194	\$ 19,083	\$ (1,111)	-6%	\$ 161,554	\$ 223,130	\$ 61,576	38%	\$ 99,143	\$ 322,273	\$ 79,942	33%		
11 Rent Charges (LIPH & RHCP)	156,244	\$ 13,020	\$ 19,725	\$ 6,705	51%	\$ 104,163	\$ 140,664	\$ 36,521	35%	\$ 51,502	\$ 192,166	\$ 35,942	23%		
12 Capital Fund - Operations (Current Year)	97,920	\$ 8,160	\$ -	\$ (8,160)	-100%	\$ 65,280	\$ -	\$ (65,280)	-100%	\$ 111,736	\$ 111,736	\$ -	0%		
13 (a) Capital Fund - Operations (Prior Year)	127,559	\$ 10,630	\$ -	\$ (10,630)	-100%	\$ 85,039	\$ 127,559	\$ 42,520	50%	\$ -	\$ 127,559	\$ 127,559	0%		
14 (b) Capital Fund - Operations (Prior Year)	120,000	\$ 10,900	\$ -	\$ (10,900)	-100%	\$ 80,000	\$ 12,427	\$ (67,573)	-84%	\$ 116,673	\$ 129,000	\$ 9,000	8%		
15 Other Revenue (ODBG & Others)	251,425	\$ 20,952	\$ -	\$ (20,952)	0%	\$ 167,617	\$ -	\$ (167,617)	0%	\$ 251,425	\$ 251,425	\$ -	0%		
16 City Subsidy (HTF)	6,780	\$ 565	\$ 1,857	\$ 1,292	229%	\$ 4,520	\$ 12,478	\$ 7,958	176%	\$ 1,230	\$ 13,708	\$ 6,928	102%		
17 City Subsidy (GIF)															
18 Miscellaneous Income															
19 Total Operating & Capital Improvement Revenue - Other	\$ 2,624,503	\$ 218,734	\$ 184,321	\$ (34,413)	-16%	\$ 1,749,989	\$ 1,801,427	\$ 51,558	3%	\$ 1,250,486	\$ 3,051,913	\$ 427,110	16%		
20 OPERATING EXPENSES															
21 ADMINISTRATION															
22 Salaries	1,069,813	\$ 89,151	\$ 77,431	\$ (11,720)	-13%	\$ 713,209	\$ 641,718	\$ (71,490)	-10%	\$ 390,077	\$ 1,031,795	\$ (38,018)	-4%		
23 Employee Benefits	636,989	\$ 53,249	\$ 44,285	\$ (8,964)	-17%	\$ 425,993	\$ 398,631	\$ (27,362)	-16%	\$ 239,117	\$ 597,748	\$ (41,241)	-6%		
24 Legal Expense - Outside Counsel	185,000	\$ 15,417	\$ 19,097	\$ 3,680	24%	\$ 123,333	\$ 108,135	\$ (15,198)	-12%	\$ 75,200	\$ 183,334	\$ (1,665)	-1%		
25 Staff Training	7,200	\$ 600	\$ -	\$ (600)	-100%	\$ 4,800	\$ 2,550	\$ (2,270)	-47%	\$ 1,746	\$ 4,276	\$ (2,924)	-41%		
26 Travel/Transportation	6,830	\$ 569	\$ -	\$ (569)	-100%	\$ 4,553	\$ 133	\$ (4,420)	-97%	\$ 1,991	\$ 1,524	\$ (506)	-26%		
27 Office Rent	121,088	\$ 10,091	\$ 10,633	\$ 543	5%	\$ 80,725	\$ 80,982	\$ 256	0%	\$ 47,569	\$ 128,551	\$ 7,463	6%		
28 Audit Fees	23,575	\$ 1,965	\$ -	\$ (1,965)	-100%	\$ 15,717	\$ 21,775	\$ 6,058	39%	\$ 1,800	\$ 23,575	\$ 23,575	0%		
29 Administrative fees to other PHA on Port out	71,930	\$ 5,994	\$ 4,207	\$ (1,787)	-30%	\$ 47,953	\$ 31,880	\$ (16,074)	-34%	\$ 19,131	\$ 51,011	\$ (20,919)	-29%		
30 Publications & Subscriptions	2,100	\$ 175	\$ -	\$ (175)	-100%	\$ 1,400	\$ -	\$ (1,400)	-100%	\$ 750	\$ 750	\$ -	0%		
31 Memberships & Dues	4,722	\$ 394	\$ -	\$ (394)	-100%	\$ 3,148	\$ 3,395	\$ 237	8%	\$ 1,338	\$ 4,722	\$ (1,384)	-30%		
32 Telephone	9,271	\$ 773	\$ 572	\$ (200)	-26%	\$ 6,181	\$ 4,449	\$ (1,732)	-28%	\$ 3,050	\$ 7,539	\$ (4,489)	-61%		
33 Office Supplies	29,039	\$ 2,420	\$ 1,611	\$ (809)	-33%	\$ 19,359	\$ 14,309	\$ (5,051)	-26%	\$ 10,718	\$ 25,027	\$ (4,012)	-14%		
34 Postage	22,439	\$ 1,870	\$ 1,712	\$ (158)	-8%	\$ 14,959	\$ 12,276	\$ (2,683)	-18%	\$ 7,480	\$ 19,756	\$ (2,883)	-12%		
35 Printing & Reproduction	9,900	\$ 825	\$ -	\$ (825)	-100%	\$ 6,600	\$ 2,366	\$ (4,234)	-64%	\$ 3,403	\$ 5,770	\$ (4,130)	-42%		
36 Equipment maintenance	1,200	\$ 100	\$ -	\$ (100)	-100%	\$ 800	\$ 348	\$ (452)	-56%	\$ 441	\$ 789	\$ (411)	-34%		
37 Equipment Lease	9,307	\$ 776	\$ 942	\$ 167	22%	\$ 6,205	\$ 6,059	\$ (146)	-2%	\$ 2,584	\$ 8,643	\$ (664)	-7%		
38 Advertising	417	\$ 417	\$ -	\$ (417)	-100%	\$ 3,333	\$ 312	\$ (3,021)	-91%	\$ 833	\$ 1,148	\$ (355)	-30%		
39 Messengers/delivery service	6,600	\$ 550	\$ 280	\$ (270)	-49%	\$ 4,400	\$ 2,411	\$ (1,989)	-45%	\$ 2,220	\$ 4,631	\$ (1,969)	-30%		
40 Consultants - General Consultants	38,425	\$ 3,202	\$ 968	\$ (2,234)	-70%	\$ 25,617	\$ 34,492	\$ 8,875	35%	\$ 23,900	\$ 58,392	\$ 19,967	52%		
41 Software Maintenance	23,154	\$ 1,930	\$ 1,545	\$ (385)	-20%	\$ 15,436	\$ 12,837	\$ (2,599)	-17%	\$ 6,180	\$ 19,017	\$ (4,137)	-19%		
42 Inspection	81,064	\$ 7,589	\$ 7,826	\$ 237	3%	\$ 60,709	\$ 53,091	\$ (7,618)	-13%	\$ 37,973	\$ 91,064	\$ 53,091	0%		
43 Other Sundry Items (includes Bank/FDIC Fees)	12,802	\$ 1,050	\$ 645	\$ (405)	-39%	\$ 8,401	\$ 5,499	\$ (2,902)	-35%	\$ 7,103	\$ 12,602	\$ 5,499	0%		
44 Interest	27,135	\$ 2,261	\$ -	\$ (2,261)	-100%	\$ 18,030	\$ 8,472	\$ (9,558)	-53%	\$ 18,663	\$ 27,135	\$ 8,472	0%		
45 Total Administrative Expenses	\$ 2,416,383	\$ 201,366	\$ 171,736	\$ (29,629)	-15%	\$ 1,610,922	\$ 1,406,089	\$ (204,833)	-13%	\$ 902,707	\$ 2,308,796	\$ (107,587)	-4%		
46 DISPOSITION EXPENSES															
47 Relocation Consultant	65,125	\$ 5,427	\$ -	\$ (5,427)	-100%	\$ 43,417	\$ -	\$ (43,417)	-100%	\$ 65,125	\$ 65,125	\$ -	0%		
48 Relocation Expenses	186,300	\$ 15,925	\$ -	\$ (15,925)	-100%	\$ 124,200	\$ 9,408	\$ (124,200)	-100%	\$ 186,300	\$ 186,300	\$ -	0%		
49 Project Manager	23,400	\$ 1,950	\$ -	\$ (1,950)	-100%	\$ 15,613	\$ 18,920	\$ 3,307	50%	\$ 38,200	\$ 57,120	\$ 18,920	29%		
50 ELP	18,920	\$ 1,577	\$ -	\$ (1,577)	-100%	\$ 12,613	\$ -	\$ (12,613)	-100%	\$ 18,920	\$ 18,920	\$ -	0%		
51 Specialized Legal Services	6,875	\$ 573	\$ -	\$ (573)	-100%	\$ 4,588	\$ -	\$ (4,588)	-100%	\$ 6,875	\$ 6,875	\$ -	0%		

**BHA: BUDGET COMPARISON - ALL PROGRAMS**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

**ATTACHMENT A**

DESCRIPTION	MONTH ENDING: 02/29/2012				YEAR TO DATE		PROJECTED FY2012						
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	INCREASE (DECREASE) (b-c)	%	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	INCREASE (DECREASE) (d-e)	%	FY2012 MAR-JUNE ESTIMATE (f)	PROJECTED FY2012 ANNUAL (g)=(e+f)	INCREASE (DECREASE) (g-a)	%
Total Disposition Expenses	\$ 300,620	\$ 25,052	\$ -	\$ (25,052)	-100%	\$ 200,413	\$ 28,328	\$ (172,086)	-86%	\$ 289,626	\$ 317,953	\$ 17,333	6%
UTILITIES													
Water	4,000	333	51	(282)	-7%	2,667	213	(2,454)	-92%	920	1,133	(2,67)	-72%
Electricity & Gas	17,932	1,494	710	(785)	-4%	11,935	6,948	(5,106)	-43%	3,827	10,676	(7,256)	-40%
Refuse	26,855	2,236	-	(2,236)	-8%	17,890	12,748	(5,142)	-29%	14,087	26,835	(0)	0%
Total Utilities	\$ 48,787	\$ 4,064	\$ 761	\$ (3,303)	-8%	\$ 32,511	\$ 19,981	\$ (12,530)	-39%	\$ 18,835	\$ 38,616	\$ (9,951)	-20%
ORDINARY MAINTENANCE													
Facilities maintenance (includes \$1.4K for Office Maint)	158,400	13,200	12,529	(671)	-5%	105,600	95,209	(10,391)	-10%	60,282	155,490	(2,910)	-2%
Mgmt Contract	33,000	2,750	2,750	-	0%	22,000	22,000	-	0%	11,000	33,000	-	0%
Total Ordinary Maintenance	191,400	15,950	15,279	(671)	-4%	127,600	117,209	(10,391)	-8%	71,282	188,490	(2,910)	-2%
GENERAL EXPENSES													
Insurance	43,000	3,583	3,338	(245)	-7%	28,634	26,852	(1,781)	-6%	13,348	40,200	(2,800)	-7%
Collection losses	-	-	230	11	5%	1,753	680	(1,073)	-61%	843	1,523	(1,107)	-42%
Other General Expenses (Stipends)	2,630	219	-	(235)	-9%	30,387	27,532	(2,855)	-9%	14,191	41,723	(3,907)	-9%
Total General Expenses	45,630	3,803	3,568	(235)	-6%	30,387	27,532	(2,855)	-9%	14,191	41,723	(3,907)	-9%
OPERATING TRANSFER IN/OUT													
Total Operating Expenses	3,002,800	250,233	191,344	(58,890)	-24%	2,001,834	1,589,139	(402,695)	-20%	1,296,639	2,895,778	(107,022)	-4%
OTHER NON-ROUTINE EXPENSES													
Server	-	-	-	-	#DIV/0!	-	11,304	11,304	0%	-	11,304	11,304	100%
Total Non-Routine Expenses	-	-	-	-	0%	-	11,304	11,304	0%	-	11,304	11,304	0%
DEBT SERVICE													
Total Expenses	\$ 3,169,800	\$ 254,033	\$ 191,344	\$ (72,306)	-27%	\$ 2,109,167	\$ 1,610,443	\$ (498,724)	-100%	\$ 1,457,638	\$ 3,068,082	\$ (95,718)	-
Operating Surplus (Deficit)	\$ (538,987)	\$ (44,916)	\$ (7,023)	\$ 37,894		\$ (359,298)	\$ 190,984	\$ 550,282		\$ (207,153)	\$ (16,170)	\$ (522,827)	97%
Use of Operating Reserve/Other Funds	\$ 538,987	\$ 44,916	\$ 7,023			\$ 359,331	\$ -	\$ (359,331)		\$ 207,153	\$ 16,170	\$ (822,827)	
Net Operating Surplus (Deficit)	\$ -	\$ 0	\$ -			\$ 33	\$ 190,984	\$ 190,951		\$ -	\$ -	\$ -	

NOTE: FY2012 Budget for salaries and benefits, rent and non-routine expenses (replacement of equipment) reflect figures net of cost-cutting measures.



**BHA: BUDGET COMPARISON - SECTION 8**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

**ATTACHMENT B**

DESCRIPTION	MONTH ENDING - 02/29/2012			YEAR - TO - DATE			PROJECTED FY2012			
	FY2012	FY2012	FY2012	FY2012	FY2012	FY2012	FY2012	FY2012	FY2012	
	BUDGET	MTD	ACTUAL	YTD	ACTUAL	(DECREASE)	BUDGET	ANNUAL	(DECREASE)	
1 Housing Assistance Payments (HAP)										
2 HAP Received from HUD	\$ 21,289,602	\$ 1,771,634	\$ 1,828,768	\$ 15,606,949	\$ 1,433,881	10%	\$ 7,190,438	\$ 22,797,367	\$ 1,537,785	7%
3 Miscellaneous Income -HAP			\$ 529	\$ 529	\$ 4,030	100%	\$ 4,030	\$ 4,030	\$ 4,030	100%
4 Less HAP Paid to Owners	21,323,198	\$ 1,776,933	\$ 1,806,244	\$ 14,215,466	\$ (80,640)	0%	\$ 7,107,793	\$ 21,282,558	\$ (60,640)	0%
5 HAP Surplus (Deficit)	\$ (63,596)	\$ (5,300)	\$ 23,053	\$ (42,397)	\$ 1,456,153	1,496,551	\$ 82,705	\$ 1,598,859	\$ 1,602,455	
6 Use of Excess HAP Reserve	\$ 63,596	\$ 5,300	\$ (23,053)	\$ (42,397)	\$ (1,456,153)	(1,496,551)		\$ (1,598,859)	\$ (1,602,455)	
7 Net HAP Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -	\$ -	
8 OPERATING & CAPITAL IMPROVEMENT REVENUE										
9 Administrative Fees (\$8)	1,532,732	\$ 127,728	\$ 133,053	\$ 5,325	\$ 1,021,821	151,544	\$ 576,465	\$ 1,749,830	\$ 217,098	14%
10 Other Revenue						4,000	\$ 5,000	\$ 9,000	\$ 9,000	100%
17 City Subsidy (G/F)								\$ 24,532	\$ 24,532	100%
19 Miscellaneous Income	3,300	\$ 2/5	\$ 1,432	\$ 2,200	\$ 6,875	213%	\$ 1,100	\$ 7,975	\$ 4,675	142%
20 Total Operating & Capital Improvement Revenue	\$ 1,536,032	\$ 128,003	\$ 134,485	\$ 6,482	\$ 1,024,021	184,751	\$ 582,565	\$ 1,791,357	\$ 255,305	17%
21 OPERATING EXPENSES										
22 ADMINISTRATION										
23 Salaries	804,866	\$ 67,072	\$ 57,802	\$ (9,270)	\$ 536,577	481,730	\$ 293,125	\$ 774,854	\$ (30,012)	-4%
24 Employee Benefits	479,594	\$ 39,966	\$ 32,381	\$ (7,583)	\$ 319,729	\$ 267,508	\$ 179,661	\$ 447,169	\$ (32,425)	-7%
25 Legal Expense - Outside Counsel	129,991	\$ 10,933	\$ 2,905	\$ (7,928)	\$ 86,651	\$ 26,625	\$ 14,000	\$ 40,625	\$ (89,366)	-69%
26 Staff Training	1,512	\$ 126	\$ -	\$ (1,616)	\$ 1,008	\$ 531	\$ 378	\$ 909	\$ (603)	-40%
27 Travel/Transportation	110,110	\$ 9,175	\$ 9,622	\$ 446	\$ 73,407	\$ 73,247	\$ 1,265	\$ 1,306	\$ (4,509)	-79%
28 Office Rent	16,460	\$ 1,372	\$ -	\$ (1,372)	\$ 10,373	\$ 16,380	\$ 43,288	\$ 116,534	\$ 6,424	6%
29 Audit Fees	71,930	\$ 5,994	\$ 4,207	\$ (1,787)	\$ 47,953	\$ 31,880	\$ 19,131	\$ 51,011	\$ (20,919)	-29%
30 Administrative fees to other PHA on Port out	1,911	\$ 159	\$ -	\$ (1,519)	\$ 1,274	\$ 3,080	\$ 863	\$ 683	\$ (1,229)	-64%
31 Publications & Subscriptions	4,297	\$ 358	\$ 521	\$ (3,828)	\$ 5,624	\$ 4,048	\$ 2,812	\$ 6,860	\$ (1,576)	-19%
32 Telephone	8,436	\$ 703	\$ -	\$ (8,133)	\$ 17,558	\$ 12,829	\$ 9,868	\$ 22,697	\$ (3,640)	-12%
33 Memberships & Dues	26,337	\$ 2,195	\$ 1,466	\$ (7,281)	\$ 13,613	\$ 11,174	\$ 6,807	\$ 17,950	\$ (2,440)	-12%
34 Office Supplies	20,420	\$ 1,702	\$ 1,561	\$ (7,511)	\$ 6,006	\$ 2,171	\$ 3,003	\$ 5,174	\$ (3,335)	-43%
35 Postage	9,008	\$ 751	\$ -	\$ (9,117)	\$ 728	\$ 317	\$ 384	\$ 681	\$ (411)	-38%
36 Printing & Reproduction	1,092	\$ 91	\$ -	\$ (1,001)	\$ 5,647	\$ 5,513	\$ 2,351	\$ 7,865	\$ (605)	-7%
37 Equipment maintenance	8,470	\$ 705	\$ 858	\$ (152)	\$ 3,033	\$ 284	\$ 788	\$ 1,042	\$ (3,508)	-77%
38 Equipment Lease	4,550	\$ 379	\$ -	\$ (4,171)	\$ 4,004	\$ 2,167	\$ 2,002	\$ 4,169	\$ (1,837)	-31%
39 Advertising	5,501	\$ 501	\$ 255	\$ (5,246)	\$ 16,907	\$ 31,652	\$ 15,774	\$ 47,426	\$ 22,055	87%
40 Messenger/delivery service	25,361	\$ 2,113	\$ 868	\$ (1,247)	\$ 6,229	\$ 5,502	\$ 2,534	\$ 8,036	\$ (1,307)	-14%
41 Consultants - General Consultants	9,343	\$ 779	\$ 633	\$ (1,445)	\$ 95,999	\$ 51,412	\$ 34,006	\$ 85,499	\$ -	0%
42 Software Maintenance	85,498	\$ 7,125	\$ 7,773	\$ (648)	\$ 7,644	\$ 5,354	\$ 6,112	\$ 11,466	\$ -	0%
43 Inspection	11,466	\$ 956	\$ 636	\$ (3,191)	\$ 7,644	\$ 5,354	\$ 6,112	\$ 11,466	\$ -	0%
44 Other Sundry Items										
45 Total Administrative Expenses	\$ 1,842,874	\$ 153,573	\$ 121,486	\$ (32,087)	\$ 1,228,583	\$ 1,033,445	\$ 639,219	\$ 1,672,663	\$ (170,211)	-27%
46 UTILITIES										
47 Water	80	\$ 7	\$ -	\$ (7)	\$ 53	\$ -	\$ -	\$ -	\$ (90)	-100%
48 Electricity & Gas	16,380	\$ 1,365	\$ 456	\$ (909)	\$ 10,920	\$ 4,864	\$ 2,800	\$ 7,664	\$ (8,716)	-53%
49 Refuse	1,606	\$ 134	\$ -	\$ (1,34)	\$ 1,071	\$ 686	\$ 910	\$ 1,606	\$ -	0%
50 Total Utilities	\$ 18,066	\$ 1,506	\$ 456	\$ (1,049)	\$ 12,044	\$ 5,561	\$ 3,710	\$ 9,270	\$ (8,796)	-49%
51 ORDINARY MAINTENANCE										
52 Facilities maintenance (includes \$14K for Office Maint)	13,104	\$ 1,092	\$ 635	\$ (457)	\$ 8,736	\$ 6,051	\$ 4,368	\$ 10,419	\$ (2,685)	-20%
53 Total Ordinary Maintenance	\$ 13,104	\$ 1,092	\$ 635	\$ (457)	\$ 8,736	\$ 6,051	\$ 4,368	\$ 10,419	\$ (2,685)	-20%
54 GENERAL EXPENSE										
55 Insurance	860	\$ 72	\$ 67	\$ (5)	\$ 573	\$ 670	\$ 266	\$ 938	\$ 78	9%
56 Other General Expenses (Stipends etc)	2,393	\$ 199	\$ 100	\$ (99)	\$ 1,595	\$ 300	\$ 400	\$ 700	\$ (1,693)	-71%
57 Total General Expenses	\$ 3,253	\$ 271	\$ 167	\$ (104)	\$ 2,169	\$ 970	\$ 668	\$ 1,638	\$ (1,615)	-50%
58 OPERATING TRANSFER IN/OUT										

**BHA: BUDGET COMPARISON - SECTION 8**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

**ATTACHMENT B**

DESCRIPTION	MONTH ENDING: 02/29/2012				YEAR-TO-DATE				PROJECTED FY2012			
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	FY2012 INCREASE (DECREASE) (b-c)	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	FY2012 INCREASE (DECREASE) (d-e)	%	FY2012 MAR-JUNE BUDGET	FY2012 PROJECTED FY 2012 ANNUAL (g) = (e*1)	FY2012 INCREASE (DECREASE) (g-s)	%
HUD Authorized Units ==>	(a)	(b)	(c)	(b-c)	(d)	(e)	(d-e)		(f)	(g) = (e*1)	(g-s)	
102 Total Operating Expenses	1,877,297	156,441	122,744	(33,698)	1,251,531	1,046,026	(205,506)	-16%	647,964	1,693,990	(183,907)	-10%
103 NON ROUTINE EXPENSES												
106 Server						2,374	2,374	0%		2,374	2,374	100%
108 Total Non Routine Expenses						2,374	2,374	0%		2,374	2,374	100%
118 Debt Service												
120 Total Expenses	1,877,297	156,441	122,744	(33,698)	1,251,531	1,048,400	(203,132)		647,964	1,696,364	(180,933)	
122 Operating Surplus (Deficit)	(341,265)	(28,439)	11,741	40,180	(227,510)	160,372	387,882		(65,399)	94,973	(436,238)	
124 Use of Operating Reserve/Other Funds	341,265	28,439			227,510				65,399	(94,973)	(436,238)	
126 Net Operating Surplus (Deficit)			11,741			160,372						
127				23,053	HAP Reserve, 6/30/11	96,983			HAP Reserve, 6/30/11	96,983		
128				11,741	HAP Reserve, 12/31/2011	1,456,153.48			HAP Reserve, 06/30/2012	1,538,859		
129				34,794	Operating Reserve, 6/30/11	448,208			Operating Reserve, 06/30/2012	543,181		
130					Operating Reserve, 12/31/2011	609,580.27			Total Net Asset, 6/30/11	545,191		
131					Total Net Asset, 12/31/2011	2,161,716.75			Total Net Asset, 06/30/2012	2,179,023		
132												
133												
134												
135												
136												
137												
138												

**BHA: BUDGET COMPARISON - MODERATE REHABILITATION PROGRAM**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

ATTACHMENT C

DESCRIPTION	MONTH ENDING: 02/29/2012				YEAR-TO-DATE				PROJECTED FY2012			
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	INCREASE (DECREASE) (b-c)	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	INCREASE (DECREASE) (d-e)	%	FY2012 MAR-JUNE BUDGET	FY2012 FY2012 ANNUAL BUDGET	INCREASE (DECREASE) (g-h)	%
1 Housing Assistance Payments (HAP)												
2 HAP Received from HUD	\$ 625,632	\$ 52,136	\$ 52,430	\$ 294	\$ 417,088	\$ 419,440	\$ 2,352	1%	\$ 206,192	\$ 625,632	\$ -	0%
4 Less HAP Paid to Owners	\$ 625,632	\$ 52,136	\$ 53,424	\$ 1,288	\$ 417,088	\$ 396,001	\$ 21,087	-5%	\$ 229,631	\$ 625,632	\$ -	0%
5 HAP Surplus (Deficit)	\$ -	\$ -	\$ (994)	\$ (994)	\$ -	\$ 23,439	\$ 23,439	-	\$ (23,439)	\$ -	\$ -	-
6 Use of Excess HAP Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (23,439)	\$ (23,439)	-	\$ 23,439	\$ -	\$ -	-
7 Net HAP Surplus (Deficit)	\$ -	\$ -	\$ (994)	\$ (994)	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
9 OPERATING & CAPITAL IMPROVEMENT REVENUE												
10 Administrative Fees (MOD REHAB)	\$ 89,812	\$ 7,484	\$ 10,603	\$ 3,119	\$ 59,675	\$ 64,826	\$ 24,951	42%	\$ 42,412	\$ 127,236	\$ 37,428	42%
19 City Subsidy (GF)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,348	\$ 1,348	0%	\$ -	\$ 1,348	\$ 1,348	100%
20 Miscellaneous Income	\$ 120	\$ 10	\$ 8	\$ (2)	\$ 80	\$ 79	\$ (1)	-2%	\$ 40	\$ 119	\$ (1)	-1%
21 Total Operating & Capital Improvement Revenue	\$ 89,932	\$ 7,494	\$ 10,611	\$ 3,117	\$ 59,955	\$ 66,253	\$ 26,298	44%	\$ 42,452	\$ 128,705	\$ 38,773	43%
23 OPERATING EXPENSES												
24 ADMINISTRATION												
25 Salaries	\$ 65,214	\$ 7,935	\$ 7,116	\$ (819)	\$ 63,476	\$ 58,556	\$ (4,920)	-8%	\$ 35,076	\$ 93,632	\$ (1,582)	-2%
26 Employee Benefits	\$ 57,147	\$ 4,762	\$ 4,145	\$ (618)	\$ 38,098	\$ 31,793	\$ (6,305)	-17%	\$ 21,587	\$ 53,380	\$ (3,767)	-7%
27 Legal Expense - Outside Counsel	\$ 14,009	\$ 1,167	\$ 1,60	\$ (1,008)	\$ 9,339	\$ 1,425	\$ (7,914)	-85%	\$ 800	\$ 2,225	\$ (1,174)	-54%
28 Staff Training	\$ 360	\$ 30	\$ -	\$ (30)	\$ 240	\$ 127	\$ (114)	-47%	\$ 90	\$ 217	\$ (144)	-40%
29 Travel/Transportation	\$ 342	\$ 29	\$ -	\$ (29)	\$ 228	\$ 2	\$ (226)	-99%	\$ 70	\$ 72	\$ (2)	-3%
30 Office Rent	\$ 6,138	\$ 512	\$ 529	\$ 17	\$ 4,092	\$ 3,523	\$ (569)	-14%	\$ 2,378	\$ 5,902	\$ (2,399)	-41%
32 Audit Fees	\$ 2,263	\$ 189	\$ -	\$ (189)	\$ 1,509	\$ 2,197	\$ 689	46%	\$ 38	\$ 2,197	\$ (66)	-3%
34 Publications & Subscriptions	\$ 106	\$ 9	\$ -	\$ (9)	\$ 70	\$ -	\$ (70)	-100%	\$ -	\$ 38	\$ (38)	-100%
35 Memberships & Dues	\$ 236	\$ 20	\$ -	\$ (20)	\$ 157	\$ 169	\$ 12	8%	\$ 67	\$ 235	\$ 168	71%
36 Telephone	\$ 464	\$ 39	\$ 29	\$ (10)	\$ 309	\$ 222	\$ (87)	-28%	\$ 155	\$ 377	\$ (222)	-59%
37 Office Supplies	\$ 1,541	\$ 126	\$ 81	\$ (48)	\$ 1,027	\$ 705	\$ (322)	-31%	\$ 636	\$ 1,341	\$ (705)	-52%
38 Postage	\$ 1,122	\$ 94	\$ 86	\$ (8)	\$ 748	\$ 614	\$ (134)	-18%	\$ 374	\$ 988	\$ (614)	-63%
39 Printing & Reproduction	\$ 495	\$ 41	\$ -	\$ (41)	\$ 330	\$ 119	\$ (211)	-64%	\$ 80	\$ 199	\$ (119)	-60%
40 Equipment maintenance	\$ 60	\$ 5	\$ -	\$ (5)	\$ 40	\$ 17	\$ (23)	-56%	\$ 43	\$ 80	\$ (37)	-46%
41 Equipment Lease	\$ 466	\$ 39	\$ 47	\$ 8	\$ 310	\$ 303	\$ (7)	-2%	\$ 129	\$ 432	\$ (303)	-74%
42 Advertising	\$ 250	\$ 21	\$ -	\$ (21)	\$ 167	\$ 16	\$ (151)	-91%	\$ 42	\$ 57	\$ (15)	-77%
43 Messenger/delivery service	\$ 330	\$ 28	\$ 14	\$ (14)	\$ 220	\$ 118	\$ (102)	-46%	\$ 110	\$ 228	\$ (118)	-52%
44 Consultants - General Consultants	\$ 1,921	\$ 160	\$ 21	\$ (139)	\$ 1,281	\$ 1,542	\$ 261	20%	\$ 1,195	\$ 2,737	\$ 1,542	42%
46 Software Maintenance	\$ 1,308	\$ 109	\$ 77	\$ (92)	\$ 872	\$ 642	\$ (230)	-26%	\$ 308	\$ 951	\$ (643)	-68%
47 Inspection	\$ 4,046	\$ 337	\$ 53	\$ (284)	\$ 2,687	\$ 1,679	\$ (1,018)	-38%	\$ 2,367	\$ 4,046	\$ (1,679)	-42%
48 Other Sundry Items	\$ 630	\$ 53	\$ 8	\$ (45)	\$ 420	\$ 133	\$ (287)	-68%	\$ 497	\$ 630	\$ (133)	-21%
49 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
51 Total Administrative Expenses	\$ 188,446	\$ 15,704	\$ 12,363	\$ (3,341)	\$ 125,631	\$ 103,603	\$ (21,728)	-17%	\$ 66,041	\$ 189,944	\$ (123,903)	-65%
66 UTILITIES												
68 Electricity & Gas	\$ 832	\$ 69	\$ 25	\$ (44)	\$ 555	\$ 226	\$ (329)	-59%	\$ 140	\$ 366	\$ (226)	-62%
73 Rent	\$ 68	\$ 6	\$ -	\$ (6)	\$ 45	\$ 34	\$ (11)	-24%	\$ 34	\$ 68	\$ (34)	-50%
75 Total Utilities	\$ 900	\$ 75	\$ 25	\$ (50)	\$ 600	\$ 260	\$ (340)	-57%	\$ 174	\$ 434	\$ (260)	-60%
77 ORDINARY MAINTENANCE												
Facilities maintenance (Includes \$14K for Office Maint)	\$ 720	\$ 60	\$ 35	\$ (25)	\$ 480	\$ 386	\$ (94)	-20%	\$ 160	\$ 486	\$ (326)	-67%
84 Total Ordinary Maintenance	\$ 720	\$ 60	\$ 35	\$ (25)	\$ 480	\$ 386	\$ (94)	-20%	\$ 160	\$ 486	\$ (326)	-67%
93 GENERAL EXPENSE												
94 Insurance	\$ 430	\$ 36	\$ 33	\$ (3)	\$ 254	\$ 274	\$ 21	8%	\$ 132	\$ 406	\$ (274)	-68%
95 Other General Expenses (Stipends)	\$ 132	\$ 11	\$ -	\$ (11)	\$ 88	\$ -	\$ (88)	-100%	\$ 132	\$ 132	\$ -	0%
100 Total General Expenses	\$ 562	\$ 47	\$ 33	\$ (13)	\$ 342	\$ 274	\$ (67)	-20%	\$ 264	\$ 538	\$ (274)	-51%
102 Total Operating Expenses	\$ 190,628	\$ 15,886	\$ 12,455	\$ (3,429)	\$ 127,052	\$ 104,772	\$ (22,280)	-18%	\$ 66,639	\$ 171,412	\$ (104,773)	-61%
103 NON ROUTINE EXPENSES												
106 Server	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 565	\$ 565	0%	\$ -	\$ 565	\$ 565	100%

**BHA: BUDGET COMPARISON - MODERATE REHABILITATION PROGRAM**

**ATTACHMENT C**

**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

DESCRIPTION	MONTH-ENDING -02/29/2012		YEAR-TO-DATE				PROJECTED FY2012			
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	FY2012 MAR-JUNE BUDGET	FY2012 PROJECTED FY 2012 ANNUAL	FY2012 INCREASE (DECREASE)	FY2012 INCREASE (DECREASE) %	
	(a)	(b)	(c)	(d)	(e)	(f)	(g) = (e+f)	(g - a)	(g - a) %	
<b>Total Non Routine Expenses</b>	-	-	-	-	565	565	565	565	100%	
<b>Debt Services</b>	-	-	-	-	-	-	-	-	-	
118										
<b>Total Expenses</b>	190,628	15,896	12,456	127,085	105,338	86,639	171,977	(18,661)		
120										
<b>Operating Surplus (Deficit)</b>	(100,696)	(8,391)	(1,845)	(67,131)	(19,085)	(24,187)	(43,272)	(57,424)		
122										
<b>Use of Operating Reserve/Other Funds</b>	100,696	8,391	1,845	67,131	19,085	24,187	43,272	(57,424)		
124										
<b>Net Operating Surplus (Deficit)</b>	-	-	-	-	-	-	-	-	-	
126										
127										
128										
129										
130										
131										
132										
133										
134										

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**BHA - BUDGET COMPARISON - LOW INCOME PUBLIC REPORT (LIPH)**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

**ATTACHMENT D**

DESCRIPTION	MONTH ENDING - 02/29/2012			YEAR - TO - DATE			PROJECTED FY2012		
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	FY2012 INCREASE (DECREASE)	FY2012 MAR-JUNE BUDGET	FY2012 FY 2012 ANNUAL BUDGET	FY2012 INCREASE (DECREASE)
	(a)	(b)	(c)	(d)	(e)	(d-e)	(f)	(g) = (e+g)	(g - a)
<b>OPERATING &amp; CAPITAL IMPROVEMENT REVENUE</b>									
9 OPERATING SUBSIDY (LIPH)	179,272	14,939	19,083	119,515	183,580	64,065	75,634	259,214	79,942
11 Operating Subsidy (LIPH)	113,357	9,446	15,191	75,571	106,453	30,882	37,206	143,659	30,302
13 Rent Changes (LIPH)	97,920	8,160	-	65,290	65,290	(65,290)	111,736	111,736	13,816
14 (a) Capital Fund - Operations (Current Year)	127,559	10,630	-	85,039	127,559	42,520	-	127,559	-
15 (b) Capital Fund - Operations (Prior Year)	-	-	-	-	-	-	-	-	-
16 Capital Fund - Capital Improvements	120,000	10,000	-	80,000	8,427	(71,573)	111,573	120,000	-
17 Other Revenue - CDBG	251,425	20,952	-	167,617	167,617	(167,617)	251,425	251,425	-
18 City Subsidy (HIF)	-	-	-	-	809	809	-	809	809
19 City Subsidy (GS)	2,640	220	413	1,760	4,894	3,134	-	4,894	2,254
20 Miscellaneous Income	-	-	-	-	-	-	-	-	-
21 <b>Total Operating &amp; Capital Improvement Revenue - OTHER</b>	<b>892,173</b>	<b>74,348</b>	<b>34,687</b>	<b>594,782</b>	<b>431,722</b>	<b>(163,060)</b>	<b>597,574</b>	<b>1,019,296</b>	<b>127,123</b>
22 <b>OPERATING &amp; CAPITAL IMPROVEMENT REVENUE - OTHER</b>									
24 <b>ADMINISTRATION</b>									
25 Salaries	138,396	11,533	10,179	92,264	82,582	(9,672)	50,420	133,012	(5,384)
26 Employee Benefits	83,386	6,949	6,231	55,591	48,173	(7,418)	30,875	79,048	(4,338)
27 Legal Expense - Outside Counsel	32,991	2,749	16,001	21,994	78,589	56,605	53,876	132,475	99,484
28 Staff Training	5,256	438	-	3,504	1,847	(1,657)	1,280	3,107	(2,149)
29 Travel/Transportation	205	17	-	137	73	(64)	43	116	(89)
30 Office Rent	4,236	303	366	2,420	3,301	881	1,427	4,728	1,098
32 Audit Fees	63	353	-	42	102	(42)	23	23	(41)
34 Publications & Subscriptions	142	12	-	95	102	7	40	142	-
35 Memberships & Dues	278	23	17	185	132	(52)	93	226	(52)
36 Telephone	871	73	48	581	634	54	117	751	(120)
37 Office Supplies	673	56	49	449	966	(517)	224	590	(83)
38 Postage & Reproduction	297	25	-	198	52	(146)	245	297	-
40 Equipment maintenance	36	3	29	24	10	(14)	26	36	-
41 Equipment Lease	279	23	29	186	176	(10)	78	254	(25)
42 Advertising	150	13	8	100	9	(91)	25	34	(116)
43 Messenger/delivery service	198	17	8	132	101	(31)	66	167	(31)
44 Consultants - General Consultants	10,759	897	77	7,173	990	(6,183)	6,682	7,682	(3,077)
46 Software Maintenance	12,241	1,020	819	8,161	6,585	(1,576)	3,275	9,841	(2,400)
47 Inspection	1,220	102	-	813	13	(799)	1,220	1,220	-
48 Other Sundry Items	378	32	1	252	13	(239)	965	978	-
49 Interest	27,135	2,261	-	18,090	8,466	(9,624)	18,669	27,135	-
51 <b>DISPOSITION EXPENSES</b>	<b>322,819</b>	<b>26,902</b>	<b>33,824</b>	<b>215,213</b>	<b>235,200</b>	<b>(19,986)</b>	<b>170,259</b>	<b>405,459</b>	<b>82,540</b>
53 Relocation Consultant	65,125	5,427	-	43,417	-	(43,417)	65,125	65,125	-
54 Relocation Expenses	186,300	15,525	-	124,200	9,408	(124,200)	186,300	186,300	-
55 Project Manager	23,400	1,950	-	15,600	9,408	(6,192)	-	9,408	(13,992)
57 ELP	18,920	1,577	-	12,613	18,920	6,307	38,200	57,120	38,200
58 Specialized Legal Services	6,875	573	-	4,583	-	(4,583)	-	-	(6,875)
60 <b>Total Disposition Expenses</b>	<b>300,620</b>	<b>25,052</b>	<b>-</b>	<b>200,413</b>	<b>28,328</b>	<b>(172,085)</b>	<b>289,625</b>	<b>317,953</b>	<b>17,333</b>
66 <b>UTILITIES</b>									
67 Utilities - Electricity & Water/Reuse	3,200	267	51	2,133	213	(1,920)	200	413	(2,787)
68 Water	540	45	191	360	1,495	1,135	747	2,242	1,702
69 Electricity & Gas	-	-	-	-	-	-	-	-	-
71 Fuel	20,343	1,635	-	13,562	9,885	(3,677)	10,458	20,343	-
73 Reuse	-	-	-	-	-	-	-	-	-
75 <b>Total Utilities</b>	<b>24,083</b>	<b>2,007</b>	<b>242</b>	<b>16,055</b>	<b>11,765</b>	<b>(4,290)</b>	<b>11,405</b>	<b>23,170</b>	<b>(913)</b>
77 <b>ORDINARY MAINTENANCE</b>	<b>117,433</b>	<b>9,786</b>	<b>9,680</b>	<b>78,289</b>	<b>66,018</b>	<b>(12,270)</b>	<b>51,415</b>	<b>117,433</b>	<b>-</b>
81 Facilities maintenance (includes \$14K for Office Maint)	28,730	2,222	2,228	17,820	17,820	-	8,910	28,730	-
82 Maint Contract	-	-	-	0%	0%	0%	0%	0%	0%

**BHA: BUDGET COMPARISON - LOW INCOME PUBLIC REPORT (LIPH)**

**ATTACHMENT D**

**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

DESCRIPTION	FY2012 BUDGET		MONTH ENDING - 02/29/2012			YEAR-TO-DATE			PROJECTED FY2012			
	BUDGET	MTD	FY2012 MTD	FY2012 MTD	INCREASE (DECREASE)	FY2012 YTD	FY2012 YTD	INCREASE (DECREASE)	FY2012 MAR-JUNE BUDGET	FY 2012 ANNUAL	INCREASE (DECREASE)	
	(a)	(b)	(b)	(c)	(b-c)	(d)	(e)	(d-e)	(f)	(g) = (e-f)	(g-a)	
HUD Authorized Units =>												
(1)												
84 Total Ordinary Maintenance	144,163	12,014	11,908	\$ (106)	-1%	96,109	83,838	\$ (12,270)	60,325	144,163	\$ -	0%
93 GENERAL EXPENSE	30,960	2,580	2,403	(177)	-7%	20,640	19,231	(1,409)	9,612	28,843	(2,117)	-7%
94 Insurance	79	7	115	108	1647%	53	365	312	300	665	586	742%
98 Other General Expenses (Sipends)	31,039	2,587	2,518	(68)	-3%	20,693	19,596	(1,097)	9,912	29,508	(1,531)	-5%
100 Total General Expenses	822,724	68,560	48,492	(20,068)	(2)	548,483	376,727	(189,756)	541,526	920,253	97,528	12%
101 OPERATING TRANSFER IN/OUT												
102 Total Operating Expenses												
103 NON ROUTINE EXPENSES												
106 Server												
108 Total Non Routine Expenses												
118 Debt Service	161,000	13,417		(13,417)	0%	107,333	8,252	(107,333)	161,000	161,000	8,252	100%
120 Total Expenses	983,724	81,977	48,492	(33,485)	-41%	655,816	386,979	(268,837)	702,526	1,089,505	105,781	
122 Operating Surplus (Deficit)	(91,551)	(7,629)	(13,806)	(6,176)		(61,034)	44,743	105,777	(114,952)	(70,209)	(21,342)	
124 Use of Operating Reserves/Other Funds	91,551	7,629	13,806			61,034			114,952	70,209	(21,342)	
126 Net Operating Surplus (Deficit)							44,743					
127									Operating Reserve, 06/30/2011		474,820	
128									Income(Loss)		(70,209)	
129											404,611	
130												

**BHA - BUDGET COMPARISON - RENTAL HOUSING AND CONSTRUCTION PROGRAM (RHCP)**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

DESCRIPTION	MONTH ENDING - 02/29/2012			YEAR-TO-DATE			PROJECTED FY2012		
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	FY2012 INCREASE (DECREASE)	FY2012 MAR-JUNE BUDGET	FY2012 PROJECTED ANNUAL	FY2012 INCREASE (DECREASE)
	(a)	(b)	(c)	(d)	(e)	(b-c)	(f)	(g) = (e+f)	(g-a)
<b>OPERATING &amp; CAPITAL IMPROVEMENT REVENUE</b>									
Operating Subsidy (RHCP)	63,059	5,285	-	42,038	39,550	(2,489)	23,509	63,059	5,000
Rent Charges (RHCP)	42,887	3,574	4,534	28,591	34,231	5,640	14,296	48,327	5,640
City Subsidy (HTF)	-	-	-	-	270	270	-	270	270
City Subsidy (GF)	720	60	-	480	630	150	90	720	270
Miscellaneous Income	-	-	-	-	-	-	-	-	-
<b>Total Operating &amp; Capital Improvement Revenue - OTHER</b>	<b>106,666</b>	<b>8,889</b>	<b>4,539</b>	<b>71,111</b>	<b>74,681</b>	<b>3,570</b>	<b>37,895</b>	<b>112,575</b>	<b>5,909</b>
<b>ADMINISTRATION</b>									
Salaries	31,337	2,611	2,335	20,891	18,841	(2,051)	11,456	30,297	(1,040)
Employee Benefits	18,862	1,572	1,509	12,575	11,157	(1,418)	6,995	18,151	(711)
Legal Expense - Outside Counsel	8,009	667	32	5,339	1,485	(3,854)	6,524	8,009	(1,485)
Staff Training	72	6	-	48	28	(20)	18	43	(25)
Travel/Transportation	68	6	-	45	17	(28)	14	31	(37)
Office Rent	1,210	101	117	807	911	104	476	1,387	177
Audit Fees	617	51	-	411	200	(212)	600	800	183
Publications & Subscriptions	21	2	-	14	-	(14)	8	8	(6)
Memberships & Dues	47	4	-	31	34	3	13	47	16
Telephone	93	4	6	62	44	(18)	31	75	(42)
Office Supplies	290	24	16	193	141	(52)	97	238	(141)
Postage	224	19	17	149	123	(26)	75	197	(123)
Printing & Reproduction	99	8	-	66	24	(42)	75	99	(24)
Equipment maintenance	12	1	-	8	3	(5)	9	12	(3)
Equipment Lease	93	4	9	62	67	5	25	88	(15)
Advertising	50	4	-	33	3	(30)	8	11	(3)
Messenger/delivery service	66	6	3	44	24	(20)	42	66	(20)
Consultants - General Consultants	384	32	4	256	308	52	239	547	163
Software Maintenance	262	22	15	175	128	(47)	62	190	(122)
Inspection	300	25	-	200	-	(200)	300	300	-
Other Sundry Items	128	11	-	85	-	(85)	128	128	-
Interest	-	-	-	-	6	6	(6)	-	-
<b>Total Administrative Expenses</b>	<b>62,244</b>	<b>5,187</b>	<b>4,063</b>	<b>41,496</b>	<b>33,542</b>	<b>(7,954)</b>	<b>27,188</b>	<b>60,724</b>	<b>(1,520)</b>
<b>UTILITIES</b>									
Water	720	60	-	480	-	(480)	720	720	-
Electricity & Gas	180	15	37	120	264	144	140	404	224
Relief	4,818	402	-	3,212	2,132	(1,080)	2,685	4,818	-
<b>Total Utilities</b>	<b>5,718</b>	<b>477</b>	<b>37</b>	<b>3,812</b>	<b>2,396</b>	<b>(1,416)</b>	<b>3,545</b>	<b>5,942</b>	<b>224</b>
<b>ORDINARY MAINTENANCE</b>									
Facilities maintenance (Includes \$14K for Office Maint)	27,143	2,282	2,179	18,095	22,804	4,709	4,339	27,143	-
Mgmt Contract	6,270	523	523	4,180	4,180	-	2,090	6,270	-
<b>Total Ordinary Maintenance</b>	<b>33,413</b>	<b>2,784</b>	<b>2,701</b>	<b>22,275</b>	<b>26,984</b>	<b>4,709</b>	<b>6,429</b>	<b>33,413</b>	<b>-</b>
<b>GENERAL EXPENSE</b>									
Insurance	10,750	896	834	7,167	6,677	(489)	3,336	10,013	(737)
Collection losses	-	-	-	-	-	-	-	-	-
Other General Expenses (S/Perds)	26	2	15	17	15	(2)	11	26	-
<b>Total General Expenses</b>	<b>10,776</b>	<b>898</b>	<b>849</b>	<b>7,184</b>	<b>6,692</b>	<b>(492)</b>	<b>3,347</b>	<b>10,039</b>	<b>(737)</b>
<b>OPERATING TRANSFER IN/OUT</b>									
<b>Total Operating Expenses</b>	<b>112,151</b>	<b>9,346</b>	<b>7,851</b>	<b>74,767</b>	<b>68,614</b>	<b>(5,153)</b>	<b>40,509</b>	<b>110,118</b>	<b>(2,033)</b>
<b>NON ROUTINE EXPENSES</b>									
Server	-	-	-	-	113	113	-	113	113
<b>Total Non Routine Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>113</b>	<b>113</b>	<b>0%</b>	<b>113</b>	<b>100%</b>

**BHA: BUDGET COMPARISON - RENTAL HOUSING AND CONSTRUCTION PROGRAM (RHCP)**  
**FY2012 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**  
**For the Period Ending February 29, 2012**

DESCRIPTION	MONTH-ENDING: 02/29/2012				YEAR-TO-DATE				PROJECTED FY2012		
	FY2012 BUDGET	FY2012 MTD BUDGET	FY2012 MTD ACTUAL	INCREASE (DECREASE) (b-c)	FY2012 YTD BUDGET	FY2012 YTD ACTUAL	INCREASE (DECREASE) (d-e)	FY2012 MAR-JUNE BUDGET	PROJECTED FY2012 ANNUAL (g) = (e*1)	INCREASE (DECREASE) (g-a)	%
118 Debt Service											
120 Total Expenses	\$ 112,151	\$ 9,246	\$ 7,651	\$ (1,695)	\$ 74,767	\$ 69,727	\$ (5,040)	\$ 40,509	\$ 110,231	\$ (1,920)	
122 Operating Surplus (Deficit)	\$ (5,485)	\$ (457)	\$ (3,113)	\$ (2,655)	\$ (3,657)	\$ 4,954	\$ 8,610	\$ (2,615)	\$ 2,344	\$ (7,829)	
124 Use of Operating Reserve/Other Funds	\$ 5,485	\$ 457	\$ -		\$ 3,657	\$ -	\$ 0	\$ 2,615	\$ (2,344)	\$ (7,829)	
126 Net Operating Surplus (Deficit)	\$ -	\$ (0)	\$ (3,113)		\$ -	\$ 4,954		\$ -	\$ -		