



**Berkeley Housing Authority**

1901 Fairview St., Berkeley, CA 94703  
Telephone: (510) 981 5470 Fax: (510) 981 5480

*Office of the Executive Director*

**M E M O R A N D U M**

Date: February 11, 2010  
To: Honorable Chairperson and  
Members of the Berkeley Housing Authority Board  
From: Tia M. Ingram, Executive Director  
Marjorie Cox, Chair, Finance Committee  
Subject: Budget Report

This report is prepared to advise the full Board of the current status of the budget for Fiscal Year 2009-10 and the additional cost saving measures staff recommends be implemented.

**BACKGROUND**

As previously reported, in July of 2009 the Board adopted a maintenance-of-effort budget for BHA for FY09-10 providing for 16.5 full time equivalent positions.

The budget assumes that:

1. HUD will allow BHA to use all of the restricted capital fund monies the agency has in hand (\$283,600) for operations, rather than capital improvements, provided the City of Berkeley provides dollar-for-dollar replacement capital funds; and
2. The City of Berkeley would not only provide BHA a \$300,000 operating subsidy out of General Fund monies but also an additional \$700,000 from the Housing Trust Fund (HTF), \$283,600 of which might be used to replace the HUD restricted capital funds.

Because of uncertainties as to whether and/or when HUD and the HTF might issue the authorizations necessary for use of the restricted capital fund monies, the Board also directed staff to contain costs in the interim by not filling two of the 16.5 positions (specifically, the management analyst and housing specialist positions), for a salary and benefits saving of about \$236,512, and to utilize additional measures, including employee furloughs if need be, to offset any remaining shortfall in revenue resulting from the lack of such authorizations, subject to meeting and conferring with the employee unions. (See BHA Resolution No. 09-37.)

In December 2009, staff advised the Board that BHA was at risk of incurring a substantial operating deficit absent such additional measures primarily because of:

2.11 Budget Report  
INFORMATION

ITEM 8A

1. Shortfalls in Section 8 administrative fee revenues resulting from BHA's inability to achieve the anticipated 95% lease-up rate and the lower than anticipated proration factor used by HUD in calculating the amount of fees to be paid; and
2. Increases in various operating expenses, including: (a) administrative fees payable to other housing authorities (due to the higher than anticipated number of "port-outs"); (b) bank fees; (c) inspection fees; (d) legal fees; (e) utilities (due to required sewage fee reimbursement); and (f) salary and benefit costs associated with unbudgeted positions, in particular that of Senior Office Assistant.

At the January 14, 2010 meeting, the Board approved a measure proposed by staff to offset a part of the shortfall in revenue resulting from our ongoing inability to use restricted capital funds for operations. The Board approved a resolution to use the maximum allowable allocation to operations of 20% for all open capital fund grants instead of the 10% originally approved. This would increase BHA's operating revenues by about \$49, 372 and decrease the amount of restricted capital funds needed for operations by the same amount (*i.e.*, from \$283,600 to about \$234, 228).

Staff reported, however, that even allowing for this transfer, absent the HUD and HTF authorizations needed to allow use of the \$234, 228 in restricted capital funds remaining, BHA was at risk of incurring an annual operating deficit on the order of \$200,000 for FY2009-10. Consequently, the Board directed staff to advise the Board at its February meeting of the additional steps staff might implement to lessen or eliminate this potential gap between revenues and expenses.

### **CURRENT STATUS AND RECOMMENDATIONS**

As review of the attached Budget Comparison Report (Report) reveals, absent the foregoing HUD and HTF authorizations to use the remaining \$234,228 in capital funds, the projected deficit for Fiscal Year 2009-10 remains on the order of \$200,000. Note should be taken that the size of this deficit could increase if administrative fee revenues decline further (due, for example, to the absorption of port outs by receiving jurisdictions) or costs increase. Indeed, since the Report was prepared, staff has received bills indicating that legal costs alone may potentially be understated by as much as \$20,000 to \$30,000.

Staff's plan for closing this gap may be summarized as follows:

1. Obtain the remaining authorization needed for use of restricted capital funds.  
  
Staff's efforts to obtain the requisite approval from HUD have been ongoing and have finally met with success. Having been advised this approval was likely, on January 21, 2010, staff submitted revised Annual Statements for all open Capital Fund Grants to HUD in effect requesting use of all \$283,600 of unused capital funds for operations, upon their replacement by the City via the HTF, instead of the transfer of just the \$49, 372 otherwise allowable. On February 5, 2010, BHA received a letter from HUD's Regional Director (Stephen Schneller) formally approving this request. A copy of this letter is attached.  
  
The application to the Housing Trust Fund for allocation of the requisite dollar-for-dollar replacement monies is due to the City of Berkeley on March 1<sup>st</sup>. It could be as late as May before we know whether our application is approved.
2. Continue efforts to increase Section 8 administrative fee revenues:

At the February 11, 2010 Board meeting, staff will request approval of resolutions allocating 39 Project Based vouchers. If approved by the Board, the anticipated lease up date will be on or before May 1, 2010, providing the agency additional \$3, 311 per month in administrative fees for the remainder of this fiscal year and thereafter.

Staff will also continue to issue new vouchers to individuals. The Board should be aware, however, that port-outs, and the consequent reduction in administrative fees payable to BHA for such new vouchers, remain a problem, which staff has no ability to control, and have continued to increase (from the 25 anticipated to in excess of 80 at present). Indeed, if a receiving jurisdiction chooses to absorb rather than manage such port-outs BHA would receive no fees whatsoever.

Staff also plans to open the Section 8 wait list and in so doing hopefully increase the pool of eligible applicants resident in Berkeley who can lease in place.

3. Continue efforts to control costs by such actions as:

- a. Leaving the Housing Occupancy Manager position vacant through the end of FY2009-2010 for additional savings of about \$34,000<sup>1</sup>;
  - b. Abolishing the Sr. Office Assistant position and initiating th related lay off procedure potentially impacting two employees (Sr. Office Assistant and Office Assistant) for a savings of about \$36,000 [this action is underway];
  - c. Utilizing the Happy Software WaitListCheck to accept new applications for the Section 8 Housing Choice Wait List, for a savings of about \$25,000;
  - d. Containing inspection costs by having staff perform re-inspections when possible and make reminder calls in an effort to reduce no-shows for a possible savings of \$6,000 or more;
  - e. Forgoing additional trainings or utilize webcasts and other less expensive internet training options for a savings of roughly \$5,000.
4. Voluntary furlough of six days for the Executive Director for a savings of about \$3,095 [the Executive Director has already commenced this process];
  5. Furlough of staff for up to 3 days between March and June 2010, if the Executive Director deems such action necessary for a savings of about \$12, 450; and
  6. Use of unrestricted cash reserve (\$233,686).

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<sup>1</sup> This position has been vacant since the start of the fiscal year (note that an unlawful dismissal complaint by the previous occupant remains pending against BHA). The projected deficit already assumes that the management analyst and housing specialist positions, as well as a budgeted IT position, will remain vacant for the entirety of FY2009-2010.

## CONCLUSION

BHA remains in a tenuous position. While a step closer to being available for use, a significant portion of anticipated operating revenue (2231,264) remains outstanding and further assistance from the City of Berkeley cannot be expected as the City itself is apparently facing a deficit of nearly 4 million dollars for this fiscal year.

Thus, staff believes that careful management of costs remains imperative.

### Attachments:

- a. Letter from HUD Regional Director received 02/05/2010
- b. FY 2010 Budget Comparison - All Programs (as of 12/31/2009)



U.S. Department of Housing and Urban Development  
San Francisco Regional Office - Region IX  
600 Harrison Street  
San Francisco, California 94107-1300  
www.hud.gov  
espanol.hud.gov

FEB 01 2010

Ms. Tia Ingram  
Executive Director  
Berkeley Housing Authority  
Berkeley, CA 94703

**SUBJECT: Budgets Revisions to Use HUD Funds for Operations  
in Lieu of Non-HUD Funds**

Dear Ms. Ingram:

This is in response to the Berkeley Housing Authority's (BHA) letter dated January 19, 2010 submitting FY 2006 to 2009 Budgets revisions to use HUD Capital Funds Program (CFP) funds for Operations and substitute these funds with non-HUD funds in equal amount of funds. Office of Public Housing hereby approves the BHA's request to use CFP for Operations and substitute these funds with there own funds. Please note that the BHA cannot use the FY 2009 Recovery Act funds for operations. The BHA must follow HUD policies and procedures in accomplishing this transaction.

If there are any questions regarding the above matter, please call me or Baljit S. Khosa, General Engineer, at (415) 489-6442.

Sincerely,

Stephen Schneller  
Director  
Office of Public Housing

CITY OF BERKELEY  
HOUSING AUTHORITY  
2010 FEB -5 PM 2:38

<b>BHA: BUDGET COMPARISON - ALL PROGRAMS</b>														
<b>FY2010 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses</b>														
<b>For the Period Ending December 31, 2009 (Assumes NO Restricted Capital Fund will be available for Operations)</b>														
	DESCRIPTION	MONTH ENDING 12/31/2009					YEAR-TO-DATE				PROJECTED FY2010			
		FY2010 BUDGET	FY2010 MTD BUDGET	FY2010 MTD ACTUAL	FY2010 INCREASE (DECREASE)	%	FY2010 YTD BUDGET	FY2010 YTD ACTUAL	FY2010 INCREASE (DECREASE)	%	FY2010 JAN - JUNE ESTIMATE	PROJECTED FY 2010 ANNUAL	FY2010 INCREASE (DECREASE)	%
		(a)	(b)	(c)	(b-c)		(d)	(e)	(d-e)		(f)	(g) = (e+f)	(g - a)	
1	<b>HOUSING ASSISTANCE PAYMENTS (HAP)</b>													
2	HAP Received from HUD	\$ 22,321,739	\$ 1,860,145	\$ 1,251,806	\$ (608,339)	-33%	\$ 11,160,870	\$ 6,132,834	\$ (5,028,036)	-45%	\$ 10,063,597	\$ 16,196,431	\$ (6,125,308)	-27%
3	Less HAP Paid to Owners	22,321,739	\$ 1,860,145	\$ 1,701,852	(158,293)	-9%	\$ 11,160,870	\$ 10,250,566	\$ (910,304)	-8%	\$ 10,191,316	\$ 20,441,882	\$ (1,879,857)	-8%
4	HAP Surplus (Deficit)	\$ -	\$ -	\$ (450,046)	\$ (450,046)		\$ -	\$ (4,117,732)	\$ (4,117,732)		\$ (127,719)	\$ (4,245,451)	\$ (4,245,451)	
5	Use of Excess HAP Reserve	\$ -	\$ -	\$ 450,046	\$ 450,046		\$ -	\$ 4,117,732	\$ 4,117,732		\$ 127,719	\$ 4,245,451	\$ 4,245,451	
6	Net HAP Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
7														
8	<b>OPERATING &amp; CAPITAL IMPROVEMENT REVENUE</b>													
9	Administrative Fees (S8 & MOD REHAB)	2,049,304	\$ 170,775	\$ 142,030	\$ (28,745)	-17%	\$ 1,024,652	\$ 933,310	\$ (91,342)	-9%	\$ 993,700	\$ 1,927,010	\$ (122,293)	-6%
10	Operating Subsidy (LIPH & RHCP)	222,347	\$ 18,529	\$ 19,759	\$ 1,230	7%	\$ 111,174	\$ 143,685	\$ 32,512	29%	\$ 91,238	\$ 234,923	\$ 12,576	6%
11	Rent Charges (LIPH & RHCP)	256,248	\$ 21,354	\$ 25,200	\$ 3,846	18%	\$ 128,124	\$ 144,469	\$ 16,345	13%	\$ 119,551	\$ 264,020	\$ 7,772	3%
12	Capital Fund/ARRA Available for Operations	352,207	\$ 29,351	\$ -	\$ (29,351)	-100%	\$ 176,104	\$ -	\$ (176,104)	-100%	\$ 120,943	\$ 120,943	\$ (231,264)	-66%
13	Capital Fund/ARRA Available for Capital Improvements	149,467	\$ 12,456	\$ -	\$ (12,456)	-100%	\$ 74,734	\$ -	\$ (74,734)	-100%	\$ 380,047	\$ 380,047	\$ 230,580	154%
14	Other Revenue - CDBG	120,000	\$ 10,000	\$ -	\$ (10,000)	-100%	\$ 60,000	\$ -	\$ (60,000)	-100%	\$ 120,000	\$ 120,000	\$ -	0%
15	City Subsidy (\$300K, GF + \$700K, HTF)	1,000,000	\$ 83,333	\$ 10,464	\$ (72,869)	-87%	\$ 500,000	\$ 49,716	\$ (450,284)	-90%	\$ 950,284	\$ 1,000,000	\$ 0	0%
16	Miscellaneous Income (Interest)	18,350	\$ 1,529	\$ 1,707	\$ 178	12%	\$ 9,175	\$ 8,656	\$ (519)	-6%	\$ 7,943	\$ 16,599	\$ (1,751)	-10%
17	<b>Total Operating &amp; Capital Improvement Revenue</b>	<b>\$ 4,167,923</b>	<b>\$ 347,327</b>	<b>\$ 199,160</b>	<b>\$ (148,167)</b>	<b>-368%</b>	<b>\$ 2,083,961</b>	<b>\$ 1,279,836</b>	<b>\$ (804,126)</b>	<b>-39%</b>	<b>\$ 2,783,707</b>	<b>\$ 4,063,543</b>	<b>\$ (104,380)</b>	<b>-3%</b>
18														
19	<b>OPERATING EXPENSES</b>													
20	<b>ADMINISTRATION</b>													
21	Salaries	1,249,058	\$ 104,088	\$ 126,578	22,489	22%	\$ 624,529	\$ 528,003	\$ (96,526)	-15%	\$ 603,434	\$ 1,131,436	\$ (117,622)	-9%
22	Employee Benefits	686,985	\$ 57,249	\$ 63,270	6,021	11%	\$ 343,493	\$ 258,798	\$ (84,695)	-25%	\$ 349,989	\$ 608,787	\$ (78,198)	-11%
23	Legal Expense - Outside Counsel	127,900	\$ 10,658	\$ 13,741	3,082	29%	\$ 63,950	\$ 77,398	\$ 13,448	21%	\$ 85,594	\$ 162,992	\$ 35,092	27%
24	Staff Training	5,000	\$ 417	\$ 53	(364)	-87%	\$ 2,500	\$ 1,353	\$ (1,147)	-46%	\$ 8,648	\$ 10,001	\$ 5,001	100%
25	Travel/Transportation	3,230	\$ 269	\$ 24	(245)	-91%	\$ 1,615	\$ 453	\$ (1,162)	-72%	\$ 2,776	\$ 3,229	\$ (1)	0%
26	Office Rent (includes \$4,800 for record retention storage)	121,800	\$ 10,150	\$ 9,677	(473)	-5%	\$ 60,900	\$ 56,708	\$ (4,192)	-7%	\$ 65,307	\$ 122,015	\$ 215	0%
28	Audit Fees	22,600	\$ 1,883	\$ -	(1,883)	-100%	\$ 11,300	\$ 22,000	\$ 10,700	95%	\$ 600	\$ 22,600	\$ -	0%
29	Administrative fees to other PHA on Port out	21,543	\$ 1,795	\$ 5,043	3,248	181%	\$ 10,772	\$ 30,498	\$ 19,726	183%	\$ 26,891	\$ 57,388	\$ 35,845	166%
30	Publications & Subscriptions	1,500	\$ 125	\$ -	(125)	-100%	\$ 750	\$ -	\$ (750)	-100%	\$ 1,500	\$ 1,500	\$ -	0%
31	Memberships & Dues	3,000	\$ 250	\$ 150	(100)	-40%	\$ 1,500	\$ 375	\$ (1,125)	-75%	\$ 2,634	\$ 3,009	\$ 9	0%
32	Telephone	10,000	\$ 833	\$ 604	(229)	-28%	\$ 5,000	\$ 3,428	\$ (1,572)	-31%	\$ 6,572	\$ 10,000	\$ (0)	0%
33	Office Supplies	21,600	\$ 1,800	\$ 445	(1,355)	-75%	\$ 10,800	\$ 10,268	\$ (532)	-5%	\$ 11,332	\$ 21,600	\$ (0)	0%
34	Postage	18,000	\$ 1,500	\$ 1,750	250	17%	\$ 9,000	\$ 8,619	\$ (381)	-4%	\$ 9,381	\$ 18,000	\$ (0)	0%
35	Printing & Reproduction	3,900	\$ 325	\$ 493	168	52%	\$ 1,950	\$ 3,785	\$ 1,835	94%	\$ 3,114	\$ 6,899	\$ 2,999	77%
36	Equipment maintenance	3,500	\$ 292	\$ 170	(122)	-42%	\$ 1,750	\$ 170	\$ (1,580)	-90%	\$ 3,330	\$ 3,500	\$ (0)	0%
37	Rental of equipment/IKON/Neopost	8,400	\$ 700	\$ 1,225	525	75%	\$ 4,200	\$ 4,502	\$ 302	7%	\$ 3,898	\$ 8,400	\$ (0)	0%
38	Advertising	3,000	\$ 250	\$ 233	(17)	-7%	\$ 1,500	\$ 2,055	\$ 555	37%	\$ 2,183	\$ 4,238	\$ 1,238	41%
39	Messenger/delivery service	4,200	\$ 350	\$ 270	(80)	-23%	\$ 2,100	\$ 2,413	\$ 313	15%	\$ 3,026	\$ 5,439	\$ 1,239	30%
40	Consultants - General Consultants	12,500	\$ 1,042	\$ 583	(458)	-44%	\$ 6,250	\$ 6,430	\$ 180	3%	\$ 6,070	\$ 12,500	\$ 0	0%
41	Consultants - LIPH Disposition/One time contracts	150,001	\$ 12,500	\$ -	(12,500)	-100%	\$ 75,000	\$ 33,015	\$ (41,985)	-56%	\$ 141,030	\$ 174,045	\$ 24,045	16%
42	ECS contract/Prof. Services	36,000	\$ 3,000	\$ 1,774	(1,226)	-41%	\$ 18,000	\$ 9,958	\$ (8,042)	-45%	\$ 19,371	\$ 29,329	\$ (6,671)	-19%

**BHA: BUDGET COMPARISON - ALL PROGRAMS**

**FY2010 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses**

**For the Period Ending December 31, 2009 (Assumes NO Restricted Capital Fund will be available for Operations)**

	DESCRIPTION	MONTH ENDING - 12/31/2009					YEAR - TO - DATE				PROJECTED FY2010			
		FY2010	FY2010	FY2010			FY2010	FY2010	INCREASE	%	FY2010	PROJECTED	INCREASE	%
		BUDGET	MTD	MTD	INCREASE	%	YTD	YTD	(DECREASE)	%	JAN - JUNE	FY 2010	(DECREASE)	%
		(a)	(b)	(c)	(b-c)		(d)	(e)	(d-e)		(f)	(g) = (e+f)	(g - a)	
			(DECREASE)			BUDGET	ACTUAL			ESTIMATE	ANNUAL			
43	Inspection	98,727	\$ 8,227	\$ 11,698	3,471	42%	\$ 49,364	\$ 61,967	\$ 12,603	26%	\$ 62,567	\$ 124,534	\$ 25,807	26%
44	Other Sundry Items (Includes Bank/FDIC Fees)	5,000	\$ 417	\$ 1,255	839	201%	\$ 2,500	\$ 14,340	\$ 11,840	474%	\$ 14,603	\$ 28,943	\$ 23,943	479%
45	Interest	30,269	\$ 2,522	\$ -	(2,522)	-100%	\$ 15,135	\$ (290)	\$ (15,425)	-102%	\$ 30,587	\$ 30,297	\$ 28	0%
46	<b>Total Administrative Expenses</b>	<b>\$ 2,647,713</b>	<b>\$ 220,643</b>	<b>\$ 239,037</b>	<b>\$ 18,394</b>	<b>8%</b>	<b>\$ 1,323,856</b>	<b>\$ 1,136,244</b>	<b>\$ (187,613)</b>	<b>-14%</b>	<b>\$ 1,464,436</b>	<b>\$ 2,600,680</b>	<b>\$ (47,033)</b>	<b>-2%</b>
47														
48	<b>TENANT SERVICES</b>													
49	Tenant Services	116,140	\$ 9,678	\$ -	(9,678)	-100%	\$ 58,070	\$ 31,106	\$ (26,964)	-46%	\$ 16,222	\$ 47,328	\$ (68,812)	-59%
50	<b>Total Tenant Services</b>	<b>116,140</b>	<b>9,678</b>	<b>-</b>	<b>(9,678)</b>	<b>-100%</b>	<b>58,070</b>	<b>31,106</b>	<b>(26,964)</b>	<b>-46%</b>	<b>16,222</b>	<b>47,328</b>	<b>(68,812)</b>	<b>-59%</b>
51	<b>UTILITIES</b>													
52	Utilities - Electricity & Water	60,000	\$ 5,000	\$ 14,811	9,811	196%	\$ 30,000	\$ 34,101	\$ 4,101	14%	\$ 25,835	\$ 59,936	\$ (64)	0%
58	Other utilities	-	\$ -	\$ 1,573	1,573		\$ -	\$ 1,928	1,928		\$ 22,711	24,639	24,639	
59	<b>Total Utilities</b>	<b>\$ 60,000</b>	<b>\$ 5,000</b>	<b>\$ 16,384</b>	<b>\$ 11,384</b>	<b>228%</b>	<b>\$ 30,000</b>	<b>\$ 36,029</b>	<b>\$ 6,029</b>	<b>20%</b>	<b>\$ 48,546</b>	<b>\$ 84,575</b>	<b>\$ 24,575</b>	<b>41%</b>
60														
61	<b>ORDINARY MAINTENANCE</b>													
65	Facilities maintenance (includes \$14,000 for Office Maintena	164,400	\$ 13,700	\$ 15,783	2,083	15%	\$ 82,200	\$ 62,715	\$ (19,485)	-24%	\$ 101,667	\$ 164,382	\$ (18)	0%
66	Mgmt Contract	36,000	\$ 3,000	\$ 2,750	(250)	-8%	\$ 18,000	\$ 16,500	\$ (1,500)	-8%	\$ 19,501	\$ 36,001	\$ 1	0%
67	<b>Total Ordinary Maintenance</b>	<b>200,400</b>	<b>16,700</b>	<b>18,533</b>	<b>1,833</b>	<b>11%</b>	<b>100,200</b>	<b>79,215</b>	<b>(20,985)</b>	<b>-21%</b>	<b>121,168</b>	<b>200,383</b>	<b>(17)</b>	<b>0%</b>
68														
76	<b>GENERAL EXPENSES</b>													
77	Insurance	59,238	\$ 4,937	\$ 3,290	(1,646)	-33%	\$ 29,619	\$ 19,741	\$ (9,878)	-33%	\$ 36,631	\$ 56,372	\$ (2,866)	-5%
81	Other General Expenses (Stipends)	1,200	\$ 100	\$ 50	(50)	-50%	\$ 600	\$ 450	\$ (150)	-25%	\$ 1,141	\$ 1,591	\$ 391	33%
82	<b>Total General Expenses</b>	<b>60,438</b>	<b>5,037</b>	<b>3,340</b>	<b>(1,696)</b>	<b>-34%</b>	<b>30,219</b>	<b>20,191</b>	<b>(10,028)</b>	<b>-33%</b>	<b>37,772</b>	<b>57,963</b>	<b>(2,475)</b>	<b>-4%</b>
83	<b>Total Operating Expenses</b>	<b>3,084,691</b>	<b>257,058</b>	<b>277,293</b>	<b>20,235</b>	<b>8%</b>	<b>1,542,345</b>	<b>1,302,784</b>	<b>(239,561)</b>	<b>-16%</b>	<b>1,688,144</b>	<b>2,990,929</b>	<b>(93,762)</b>	<b>-3%</b>
84	<b>OTHER NON-ROUTINE EXPENSES</b>													
85	Replacement of Existing Equipment	-	\$ -	\$ -	-		-	-	-		-	-	-	
86	Betterment & Additions-Public Housing	865,032	\$ 72,086	\$ -	(72,086)	-100%	432,516	\$ -	\$ (432,516)	-100%	1,080,047	1,080,047	\$ 215,015	25%
87	Betterment & Additions-Administration	67,200	\$ 5,600	\$ -	(5,600)	-100%	\$ 33,600	\$ -	\$ (33,600)	-100%	\$ 62,200	\$ 62,200	\$ (5,000)	-7%
88	<b>Total Non-Routine Expenses</b>	<b>932,232</b>	<b>77,686</b>	<b>-</b>	<b>(77,686)</b>	<b>-100%</b>	<b>466,116</b>	<b>-</b>	<b>(466,116)</b>	<b>-100%</b>	<b>1,142,247</b>	<b>1,142,247</b>	<b>210,015</b>	<b>23%</b>
89														
90	<b>DEBT SERVICE</b>	<b>\$ 151,000</b>	<b>\$ 12,583</b>	<b>\$ -</b>	<b>(12,583)</b>	<b>-100%</b>	<b>\$ 75,500</b>	<b>\$ -</b>	<b>\$ (75,500)</b>	<b>-100%</b>	<b>\$ 151,000</b>	<b>\$ 151,000</b>	<b>\$ -</b>	<b>\$ -</b>
91	<b>Total Expenses</b>	<b>\$ 4,167,923</b>	<b>\$ 347,327</b>	<b>\$ 277,293</b>	<b>\$ (70,034)</b>	<b>-20%</b>	<b>\$ 1,736,634</b>	<b>\$ 1,302,784</b>	<b>\$ (433,850)</b>		<b>\$ 2,981,391</b>	<b>\$ 4,284,176</b>	<b>\$ 116,253</b>	
92	<b>Operating Surplus (Deficit)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ (78,133)</b>	<b>\$ (78,133)</b>		<b>\$ 347,327</b>	<b>\$ (22,949)</b>	<b>\$ 55,184</b>		<b>\$ (197,684)</b>	<b>\$ (220,633)</b>	<b>\$ (220,633)</b>	
93	<b>Use of Operating Reserve/Other Funds</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ 0</b>		<b>\$ (347,327)</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>		<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	
94	<b>Net Operating Surplus (Deficit)</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ (78,133)</b>	<b>\$ (78,133)</b>		<b>\$ (0)</b>	<b>\$ 2,051</b>	<b>\$ 80,184</b>		<b>\$ (197,684)</b>	<b>\$ (195,633)</b>	<b>\$ (195,633)</b>	