

SUPPLEMENT #1
BERKELEY HOUSING
AUTHORITY AGENDA

TUESDAY, FEBRUARY 15, 2005

Action Calendar – Presentation

Each item in this supplement follows from the corresponding item on the City Council Agenda for the same date.

Item 2: Presentation: Status Report on Housing Authority FY 2005 Budget

1. Presentation materials, submitted by Housing

RECEIVED AT
COUNCIL MEETING OF:

FEB 15 2005

OFFICE OF THE CITY CLERK
CITY OF BERKELEY

BERKELEY HOUSING AUTHORITY
Section 8 Programs
FY 2005 - Budget vs. Actual
As of December 31, 2004

DESCRIPTION	FY 2005 ANNUAL BUDGET (100%)	FY 2005 YEAR-TO-DATE ACTUAL (50%)	FY 2005 ANNUAL PROJECTION (100%)
OPERATING RECEIPTS:			
Administrative Fees Earned - HUD	\$ 1,622,738	\$ 786,473	\$ 1,564,241
Administrative Fees Earned - Shelter+Care	180,114	90,126	180,252
Audit Fees	22,500	-	22,500
Miscellaneous Income	7,000	3,299	6,598
TOTAL RECEIPTS	\$ 1,832,352	\$ 879,898	\$ 1,773,591
OPERATING EXPENDITURES			
Salaries	\$ 862,060	\$ 387,012	\$ 824,573
Other Admin. Expenses	409,150	134,084	319,667
Tenant Services	59,080	35,548	71,096
Utilities	15,000	5,130	10,259
Ordinary Maintenance (Janitorial)	32,960	15,480	30,960
Employee Benefits	441,375	183,648	391,283
TOTAL OPERATING EXPENSES	\$ 1,819,625	\$ 760,902	\$ 1,647,838
Prior Year Adjustments	-	24,779	52,794
TOTAL EXPENDITURES	\$ 1,819,625	\$ 785,681	\$ 1,700,632
CONTRIBUTION TO RESERVE	\$ 12,727	\$ 94,217	\$ 72,959

BERKELEY HOUSING AUTHORITY
Section 8 Programs - FY 2005
Lease Up - As of 1st of each month
For the Period Ending December 31, 2004

	(a) HUD ACC Units	(b) Approved Budget Lease-Up Units	(c) Actual Leased Units	(c)-(a) Over/(under) Leased Units	(c)/(b) Lease-Up Percentage
<u>Voucher Program</u>					
July	1,841	1,841	1,806	(35)	98%
August	1,841	1,841	1,808	(33)	98%
September	1,841	1,841	1,815	(26)	99%
October	1,841	1,841	1,824	(17)	99%
* November	1,841	1,841	1,726	(115)	94%
December	1,841	1,841	1,708	(133)	93%
January	1,841				
February	1,841				
March	1,841				
April	1,841				
May	1,841				
June	1,841				
Total Unit Months	22,092	11,046	10,687	(359)	97%

* Due to absorption of 101 contracts by the Alameda County and Oakland Housing Authorities.

Moderate Rehabilitation

July	98	98	93	(5)	95%
August	98	98	93	(5)	95%
September	98	98	89	(9)	91%
October	98	98	93	(5)	95%
November	98	98	92	(6)	94%
December	98	98	91	(7)	93%
January	98				
February	98				
March	98				
April	98				
May	98				
June	98				
Total Unit Months	1,176	588	551	(37)	94%

Shelter Plus Care

July	157	157	200	43	127%
August	157	157	201	44	128%
September	157	157	198	41	126%
October	157	157	185	28	118%
November	157	157	187	30	119%
December	157	157	188	31	120%
January	157				
February	157				
March	157				
April	157				
May	157				
June	157				
Total Unit Months	1,884	942	1,159	217	123%

BERKELEY HOUSING AUTHORITY
Section 8 Housing Programs
Fiscal Year 2006 Budget
For the Period Ending June 30, 2006

DESCRIPTION	Total Annual Budget 2,107 Units (2)=(3)+(4)+(5)	FISCAL YEAR 2006		
		Voucher Program 1841 Units (3)	Mod. Rehab Program 98 Units (4)	Shelter + Care Program 168 Units (5)
HUD Authorized Units ==>				
Receipts:				
Housing Assistance Payments - HAP	\$ 25,001,293	\$ 22,215,562	\$ 568,320	\$ 2,217,411
Administrative Fees	1,636,821	1,353,086	90,658	193,077
Miscellaneous Income	38,500	33,250	4,250	1,000
Total Receipts	\$ 26,676,614	\$ 23,601,898	\$ 663,228	\$ 2,411,488
Housing Assistance Expenses:				
Housing Assistance Payments - HAP	\$ 25,001,293	\$ 22,215,562	\$ 568,320	\$ 2,217,411
Audit Cost	21,600	20,250	1,350	-
Total Housing Assistance Expenses	\$ 25,022,893	\$ 22,235,812	\$ 569,670	\$ 2,217,411
Administrative Expenses:				
Salaries	877,465	757,043	46,170	74,252
Employee Benefits	501,865	430,855	27,153	43,857
Other Administrative Expenses	445,830	352,603	19,742	73,485
Total Administrative Expenses	\$ 1,825,160	\$ 1,540,501	\$ 93,065	\$ 191,594
Total Expenditures	\$ 26,848,053	\$ 23,776,313	\$ 662,735	\$ 2,409,005
Contribution to Reserves	\$ (171,440)	\$ (174,415)	\$ 493	\$ 2,482
Less: Saving from Mandatory Time Off (@4.6% of salaries)	\$ 40,364	\$ 34,824	\$ 2,124	\$ 3,416
Total Surplus (Shortfall) for the Fiscal Year	\$ (131,076)	\$ (139,591)	\$ 2,617	\$ 5,898

BERKELEY HOUSING AUTHORITY
Section 8 Housing Choice Voucher Program
Funding Analysis

(1) DESCRIPTION	(2) FY 2006 (Projection Based on 2005 Funding)	(3) FY 2005 (1/2 Yr. Actual + 1/2 Yr. Projection)	(4) FY 2004 (Actual Year-End Settlement)	(5) FY 2003 (Actual Year-End Settlement)
HUD Funding Per Unit Analysis: Authorized No. of Units under ACC (monthly) Average HAP Funding, per unit Average Admin Fee Funding, per unit	1,841 \$1,005.59 \$61.25	1,841 \$1,022.30 \$65.30	1,841 \$1,039.00 \$69.35	1,841 \$1,050.30 \$73.63
HUD Maximum Funding Appropriations: Housing Assistance Payments - HAP Administrative Fees Miscellaneous Fees and Revenues	\$ 22,215,562 1,353,086 33,250	\$ 22,584,575 1,442,583 29,500	\$ 22,953,588 1,532,080 58,040	\$ 23,203,328 1,626,676 70,927
Total HUD Annual Contribution Contract (ACC) Available	\$ 23,601,898	\$ 24,056,658	\$ 24,543,708	\$ 24,900,931
BHA Funding, Per Unit Analysis: Average Units under lease (monthly) Average HAP required, per unit Average Admin Fee Earning, per unit	1,800 \$1,028.50 \$62.64	1,781 \$1,031.37 \$66.33	1,692 \$1,029.11 \$72.43	1,466 \$958.62 \$73.21
BHA Funding Requirements: Housing Assistance Payments - HAP Administrative Fees Miscellaneous Fees and Revenues	\$ 22,215,562 1,353,086 33,250	\$ 22,042,370 1,417,685 29,500	\$ 20,895,051 1,470,619 58,040	\$ 16,863,992 1,287,949 70,927
Total BHA Funding Requirements	\$ 23,601,898	\$ 23,489,555	\$ 22,423,710	\$ 18,222,868

BERKELEY HOUSING AUTHORITY

Section 8 Programs

FY 2006 - Admin Fee & Housing Assistance Payments (HAP)

For the Period Ending June 30, 2006

ACC Units	Section 8 Programs	Admin Fee	HAP	Total
1,841	Housing Choice Voucher	1,353,086.00	22,215,562.00	23,568,648.00
98	Moderate Rehabilitation	90,658.00	568,320.00	658,978.00
129	Shelter + Care - FED 1	152,724.00	1,756,392.00	1,909,116.00
7	Shelter + Care - BONITA	5,140.00	56,516.00	61,656.00
6	Shelter + Care - STANLEY	5,040.00	57,528.00	62,568.00
15	Shelter + Care - ALAMEDA COUNTY	17,448.00	200,640.00	218,088.00
11	Shelter + Care - ALAMEDA COUNTY (new Allocation)	12,725.00	146,335.00	159,060.00
2,107	TOTAL	1,636,821.00	25,001,293.00	26,638,114.00

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