Berkeley Housing Authority
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Office of the Executive Director

Item 7C
NEW BUSINESS
September 21, 2023

To: Honorable Chair and Members of the Berkeley Housing Authority Board

From: Jesy Yturralde, Finance Manager

Subject: Finance Report

I. Unaudited Financial Report: Actual vs Budget – June 30, 2023

The finance report includes unaudited financial transactions for HAP and operations for the twelve-month period ending June 30, 2023. *(Col. b)* with comparison to the overall approved budget for FY2023 *(Col. a)*.

The approved budget projected an operating deficit of $410,857 for all programs before depreciation and interest earned from the disposition proceeds. *(see Att A, Col a, Line 76)*

The unaudited actual revenue and expenses for the fiscal year now reflect an operating surplus of $314,398 for all programs (*Col b, Line 76)*. This amount is still subject to change because there are year-end adjusting entries that have not yet been recorded, like the GASB 68 (pension) and GASB 75 (OPEB) related entries pending completion of the actuary reports; and the final billing from the City of Berkeley for cost of IT services allocated to BHA in FY2023. Historically, the GASB adjustments average to $150,000 in pension and retiree medical expenses, depending upon the discount rate in effect during the fiscal year.

I.A. HAP Revenue and Expenses: (Lines 1-7)

Program	Budgeted Utilization	Actual Cummulative Utilization (FY 2023)
HCV	78%	77.63%
Mainstream	85%	87%
EHV	75%	71%

The approved budget projected an available HAP funding allocation of $39.4 million for all programs *(Att A, Col. a, Line 2)*; HAP expenses of $35.6 million based upon budgeted utilization presented above at an average per unit HAP cost of $1,933. *(Att A, Col. a, Line 4);* and a projected HAP surplus of $3.5 million.

The actual overall HAP revenues for FY2023 are $34.3 million *(Att A, Col b, Line 2)* and $34.5 million in and expenses at an average per unit cost of $1,689 *(Att A, Col b, Line 4)*. HAP expenses are less than budgeted due to lower utilization and per unit cost.

HCV HAP Reserve:
PHA's with 500 or more units under their Consolidated Annual Contributions Contract (CACC) are allowed to keep up to 4% of the annual eligibility in HAP reserves. BHA has 1989 units in its CACC. Using the 2023 funding eligibility as the basis ($32.2 million), we are only allowed to keep up to $1.3 million in reserve on December 31, 2023.

As of June 30, 2023, HUD-held reserve in the HCV program is approximately $4,772,975 and $161,474 in PHA-held reserve for a total of $$4,934,449. The HUD-held reserve is part of the PHA's HAP funding eligibility for the year that is unused and retained in HUD's bank account. This is available to the PHA anytime during the funding year to to pay for additional HAP due to increased leasing and higher payment standard. For MTW agencies, HAP reserve may be used for operations and Non-Traditional activities. In July 2023, the Board approved a resolution to commit $3.3 million of the HUD-held reserve to be used for MTW Local, Non-Traditional Programs and Service Provisions Programs per PIH Notice 2011-45.

I.B. Operating Revenue and Expenses

The unaudited finance report shows an operating surplus of $314,398 before depreciation and interest income from the disposition proceeds. *(Att A, Col b, Line 76)*. Although this amount is subject to change for reasons mentioned above, the reported surplus is a significant change (by $725,255) from the originally operating deficit of $410,857.

	Original Budget	06/30/2023 Projected	Variance
Section 8 *(Attach. B)*	($410,857)	$ 192,839	$603,696
Mod Rehab *(Attach. C)*	$ -	$ 32,659	$ 32,659
Mainstream *(Attach. D)*	$ -	$ 38,230	$ 38,230
EHV *(Attach. E)*	$ -	$ 20,441	$ 20,441
Others *(Attach. E & F)*	$ -	$ 30,229	$ 30,229
Deficit before use of reserves *(Attach. A)*	($410,857)	$314,398	$ 725,255
Use of reserves	$410,857		
Net Income (Deficit)	-		

This huge change in projected operating deficit is primarily attributable to the following:

1. Operating Revenue earned during the fiscal year totalled $2,941,787 for the fiscal year, exceeding the budget by $387,773. *(See Attachment A, Line 19)*

    a. Net administrative fee revenue earned during the fiscal year exceeded budget by $303,365 *(Att A, Col. g, Line 14)*.
        - The administrative fee rates for 2023 increased by 4.5%. (January - June 2023)

- The approved budget assumed a proration of 88% for administrative fees, the actual proration released by HUD were 89.387 for 2022 and 89.5% for 2023.
- We budgeted 130 outgoing portable vouchers and $147,152 in administrative fees that will be paid to receiving PHAs. Our record only shows 40 port vouchers being managed by other PHAs, resulting in lesser administrative fee paid to other PHA's by $117,354 *(Att. A, Col c, Line 13)*

b. $98,537 in service fee revenues are recognized during the period used to pay for landlord incentives for EHV participants. *(Col g. Line 17 & 47)*.

c. Miscellaneous Income of $98,606 *(Att A, Col b, Lind 18)* includes among other things higher interest income earned on investments and deposits of approximately $75,000, primarily from the investments placed with the Local Agency Investment Fund or LAIF. This amount significantly exceeded the projected interest income of $8,000 included in the budget at the beginning of the fiscal year.

2. Operating expenses are now $2,627,389 and $337,482 less than the original budget of $2,964,871 *(See Attachment A, Line 75)*.

a. Salary and Benefits. The biggest variance in our operating expenses comes from salary and benefits with a combined reduction of $449,454. *(See Attachment A, Lines 22 and 23)*. The approved FY2023 budget included salary and benefits for 12 FTE for the entire fiscal year. BHA did not get to fill all 12 positions in FY2023. Vacancies and high staff turn-over contributed to this significant variance, specially on the benefits side. At present, the Management Analyst position remains vacant.

As mentioned above GASB related entries for pension and OPEB have not been posted in the general ledger. The amount reported will change after these adjustments are recorded and posted.

b. Legal Expenses exceeded the approved budget by approx. $47,000, primarily due to the appointment of General Counsel Brown as interim Executive Directors from October to November. This temporary assignment was not included in the original budger for legal expenses. *(See Attachment A, Col g, Line 24)*

c. Office Rent is up by $70,796 primarily resulting from a GASB 87 adjustment. *(See Attachment A, Col g, Line 227*

d. General Consultants expenses were $8,000 below budget primarily because we did not conduct any special hearings in FY2023. *(See Attachment A, Col g, Line 39)*

e. Software Maintenance. Exceeded budget by $14,256 resulting from services and fees not included in the original budget such as the annual maintenance fee of the Waitlist and Landlord portals and upgrades in the Elite software.

f. Supportive Services: These are expenses pertaining to unit turn-over or landlord incentives/sign in bonus. These expenses are covered by either a grant from the City of Berkeley or Service Fees received from HUD for EHV vouchers.

II. Two-Year Tool

The Two Year Tool (TYT) is a complex spreadsheet used by HUD and PHAs to project HAP expenditures and HAP reserve levels of Housing Authorities over a two year period. It helps housing authorities in planning and strategizing lease-up and utilization of HAP dollars. It uses variables like success rate, attrition rate, period from time issuance to HAP effective date, and average per unit cost (PUC). It also uses assumptions like number of vouchers issued and planned additions and reductions to estimate changes in unit months leased.

a. HCV

Leasing and Spending Outcomes: Current and Following Year Projections		
	2023	2024
UML % of ACC (UMA)	77.4%	83.6%
HAP Exp as % of All Funds	85.8%	93.1%
HAP Exp as % of Eligibility only	95.4%	108.4%
End of Year Results		
Projected 12/31 Total HAP Reserves	$5,232,130	$2,561,041
HAP Reserves as % of ABA (Start: 16.9%)	*16.6%*	*8.1%*
"Excess" Reserves Subject To Offset	$3,564,087	$0
End of Year 3 Results (2025)		
($1,714,420)	-5.0%	Projected Total HAP Reserves ========= Reserves % BA

The TYT for HCV (Attachment I) projects an unused HAP funding of $5,232,130 on December 31, 2023 and $2,561,041 on December 31, 2024. This assumes that BHA would issue 50 new vouchers from the waitlist starting October 2023 throught December 2024 at current payment standard.

b. Mainstream

Leasing and Spending Outcomes: Current and Following Year Projections		
	2023	***2024***
UML % of ACC (UMA)	68.6%	69.5%
HAP Exp as % All Funds	53.9%	54.8%
HAP Exp as % of Eligibility only	66.9%	101.6%
End of Year Results		
Projected 12/31 Total HAP Reserves	$1,371,540	$1,345,191
HAP Reserves as % of ABA (Start: 24.2%)	57.3%	84.0%

The TYT for Mainstream (Attachment J) projects an unused HAP funding of $1,371,540 on December 31, 2023 and $1,345,191 on December 31, 2024. This includes the assumption that BHA will be issuing the remaining available vouchers before the end of the year.

III. DASHBOARD

			Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	
A	Utilization (Leased/Total Units)		1561/1989	1574/1989	1563/1989	1560/1989	1542/1989	1542/1989	1527/1989	
	In Units (%)		78.48%	79.14%	78.58%	78.43%	77.53%	77.53%	76.77%	
	In Dollars (%)		88.40%	89.90%	91.00%	90.50%	90.50%	90.70%		
A.1	Tenant Based %		74.70%	74.13%	74.32%	74.25%	74.06%	74.06%	72.35%	
	(Leased/Total Units)		1178/1577	1169/1577	1172/1577	1171/1577	1168/1577	1168/1577	1141/1577	
	Voucher issued						1			
	New Admissions			1	1					
	Vouchers searching		14	13	13	13	8	8	8	
A.2	Project Based%		96.77%	95.97%	95.43%	94.89%	92.20%	92.20%	93.82%	
	(Units)		360/375	357/375	355/375	353/375	343/375	343/375	349/375	
A.3	VASH (%)		90.00%	90.00%	90.00%	90.00%	90.00%	92.50%	92.50%	
	(Leased/Total Units)		36/40	36/40	36/40	36/40	36/40	37/40	37/40	
	Voucher issued									
	New Admissions									
	Vouchers searching		2	2	2	2	0	0	0	
B	Mainstream (%)		68.60%	68.60%	68.60%	67.77%	67.77%	67.77%	68.60%	
	(Leased/Total Units)		83/121	83/121	83/121	82/121	82/121	82/121	83/121	
	Voucher issued					8	4	9	2	
	New Admissions							1	1	
	Vouchers searching		10	6	6	14	18	24	25	
C	EHV (%)		74.51%	78.43%	84.31%	76.47%	76.47%	80.39%	86.27%	
	(Leased/Total Units)		38/51	40/51	43/51	39/51	39/51	41/51	44/51	
	Voucher issued		1		3		2			
	New Admissions			1	1	1		1	1	
	Vouchers searching		7	5	5	4	6	5	4	
D	Terminations		12	9	11	11	9	7	6	6
E	Success Rate		47%	49%	49%	45%	56%	56%	60%	
F	New Landlords/Unit		4			1				
G	Mod Rehab %		86.73%	86.73%	86.73%	86.73%	85.71%	85.71%	82.65%	
	(Units)		85/98	85/98	85/98	85/98	84/98	84/98	81/98	
H	Project Move Up									

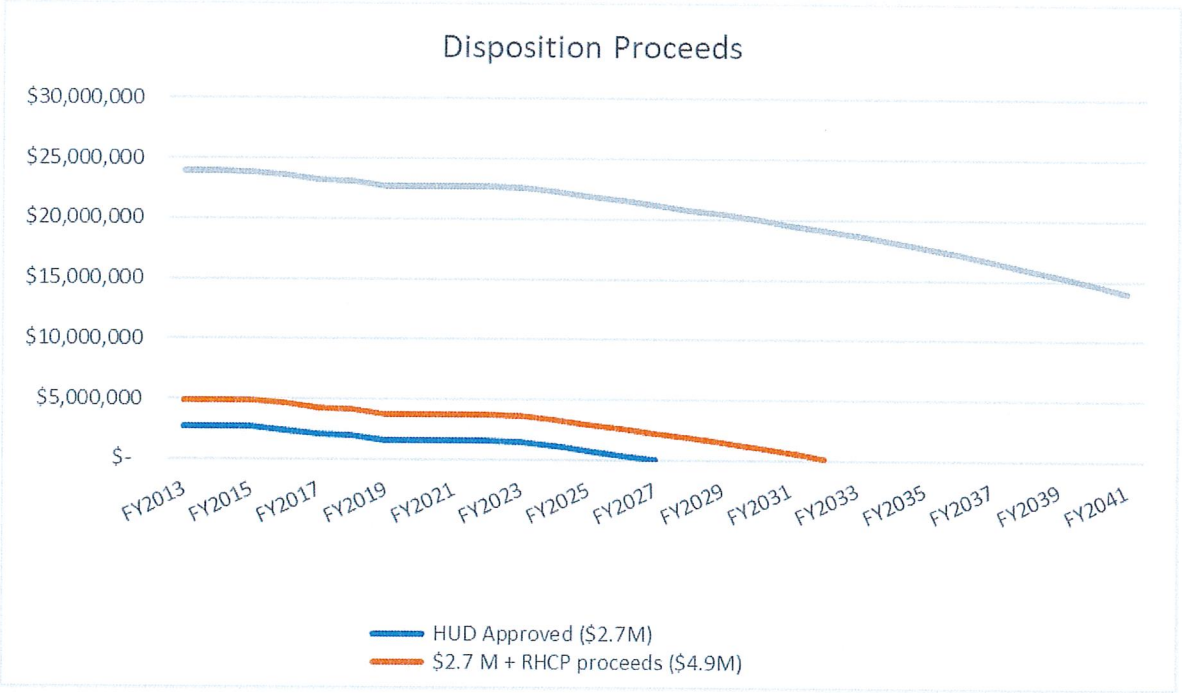
I	FSS									
J	Port Ins (BHA Currently Absorbing)		2	0	6	1				
	Port Outs (Managed by other PHAs)		5	4	4	1				
K	Late/Missing Annual Recert		56	66	61	60				
L	Late HQS		37	37	37	34				
M	Rent Increases - Received		9	9	19	15				
	Rent Increases - Processed		9	9	19	15				
N	Re-exams - Processed		186	147	266	145				

IV. Net Proceeds from Disposition/Sale of Public Housing Units

On June 30, 2023, the bank account for the disposition proceeds reported a balance of $6,288,182. Of this, $5,220,982 is HUD-restricted, coming from the sale of the former LIPH units, while $1,067,200 are proceeds from the sale of the state RHCP units, and not restricted. On September 11th, we received loan payment from Related/Berkeley 75 in the amount of $433,688, increasing the current bank balance to 6,721,870.

HUD approved up to $2.7 million of the disposition proceeds of the LIPH units to be used to cover BHA operating shortfalls. As of today, BHA has used $1.15 million for operations, leaving $1.55 million in the bank to cover future operating deficits, as approved by HUD.

The graph below shows the period that the disposition proceeds will be available for operation using information in the 10-Year Budget Projection



Attachments:

A. Budget Status Report: All Programs, June 30, 2023
B. Budget Status Report: Section 8, June 30, 2023
C. Budget Status Report: Moderate Rehabilitation, June 30, 2023
D. Budget Status Report: Mainstream 05, June 30, 2023
E. Budget Status Report: EHV, June 30, 2023
F. Budget Status Report: LIPH, June 30, 2023
G. Budget Status Report: BHA, June 30, 2023
H. BHA Balance Sheet, June 30, 2023
I. Two-Year-Tool, 07/31/2023 – HCV
J. Two-Year-Tool, 07/31/2023 – Mainstream vouchers
K. Two-Year Tool, 07/31/2023 – EHV

BHA: BUDGET COMPARISON - ALL PROGRAMS

ATTACHMENT A

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

	DESCRIPTION	FY2023 BUDGET	FY2023 ESTIMATED TOTAL		
			FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
		(a)	(b)	(c)	
1	**HOUSING ASSISTANCE PAYMENTS (HAP)**				
2	HAP Received from HUD	$ 39,413,816	$ 34,289,315	$ (5,124,501)	-13%
3	Miscellaneous Income -HAP	$ -	$ 887	$ 887	0%
4	Less HAP Paid to Owners	$ (35,584,931)	$ (34,502,679)	$ (1,082,252)	3%
5	Less MTW Eligible Expenses	$ (301,320)	$ -	$ (301,320)	0%
6	**HAP Surplus (Deficit)**	**$ 3,527,565**	**$ (212,478)**	**$ (3,740,043)**	**-106%**
7	**Use of Excess HAP Reserve**			**$ -**	
8	**Net HAP Surplus (Deficit)**	**$ 3,527,565**	**$ (212,478)**	**$ (3,740,043)**	**-106%**
9					
10	**OPERATING REVENUE**				
11	Administrative Fees (S8 & MOD REHAB)	$ 2,586,831	$ 2,766,308	$ 179,477	7%
12	Administrative fees billed to other PHA on Port in	$ -	$ 6,534	$ 6,534	0%
13	Administrative fees to other PHA on Port out	$ (147,152)	$ (29,798)	$ 117,354	-80%
14	Net Administrative Fees	$ 2,439,679	$ 2,743,044	$ 303,365	12%
15	BHA Oversight Fee	$ 6,335	$ -	$ (6,335)	-100%
16	Preliminary Fee	$ -	$ 1,600	$ 1,600	0%
17	Service Fee	$ -	$ 98,537	$ 98,537	0%
18	Miscellaneous Income	$ 108,000	$ 98,606	$ (9,394)	-9%
19	**TOTAL OPERATING REVENUE**	**$ 2,554,014**	**$ 2,941,787**	**$ 387,773**	**15%**
20	**OPERATING EXPENSES**				
21	**ADMINISTRATION**				
22	Salaries	$ 1,171,530	$ 1,148,429	$ (23,101)	-2%
23	Employee Benefits	$ 966,239	$ 539,886	$ (426,353)	-44%
24	Legal Expense - Outside Counsel	$ 43,680	$ 91,032	$ 47,352	108%
25	Staff Training	$ 7,200	$ 5,428	$ (1,772)	-25%
26	Travel/Transportation	$ 6,231	$ 3,653	$ (2,578)	-41%
27	Office Rent	$ 136,858	$ 207,654	$ 70,796	52%
28	Audit Fees	$ 23,700	$ 23,950	$ 250	1%
29	Publications & Subscriptions	$ 7,294	$ 5,629	$ (1,665)	-23%
30	Memberships & Dues	$ 13,832	$ 12,106	$ (1,726)	-12%
31	Telephone	$ 9,120	$ 6,098	$ (3,022)	-33%
32	Office Supplies	$ 13,200	$ 15,324	$ 2,124	16%
33	Postage	$ 19,200	$ 15,552	$ (3,648)	-19%
34	Printing & Reproduction	$ 9,600	$ 8,982	$ (618)	-6%
35	Equipment maintenance	$ 1,300	$ -	$ (1,300)	-100%
36	Equiment Lease	$ 14,880	$ 9,430	$ (5,450)	-37%
37	Advertising	$ 1,200	$ 3,087	$ 1,887	157%
39	Consultants - General Consultants	$ 138,831	$ 130,802	$ (8,029)	-6%
40	Computer Services Maintenance Fee	$ 68,364	$ 68,364	$ -	0%
41	Software Maintenance	$ 20,500	$ 34,756	$ 14,256	70%
42	Inspection	$ 112,706	$ 110,192	$ (2,514)	-2%
43	Other Sundry Items (Includes Bank/FDIC Fees)	$ 12,600	$ 13,860	$ 1,260	10%
45	**Total Administrative Expenses**	**$ 2,798,065**	**$ 2,454,216**	**$ (343,849)**	**-12%**
46	**TENANT SERVICES**	$ -			
47	Supportive Services	$ 100,000	$ 116,115	$ 16,115	16%
48	**Total Tenant Services**	**100,000**	**116,115**	**16,115**	**16%**
57	**ORDINARY MAINTENANCE**				
58	Facilities maintenance	$ 4,000	$ 7,185	$ 3,185	80%
59	**Total Ordinary Maintenance**	**4,000**	**7,185**	**3,185**	**80%**
65	**GENERAL EXPENSES**				
66	Insurance	$ 49,806	$ 48,402	$ (1,404)	-3%
67	Other General Expenses	$ 13,000	$ 1,470	$ (11,530)	-89%
68	**Total General Expenses**	**62,806**	**49,872**	**(12,934)**	**-21%**
69	**OPERATING TRANSFER IN/OUT**				
75	**TOTAL EXPENSES**	**$ 2,964,871**	**$ 2,627,389**	**$ (337,482)**	**-11%**
76	**Operating Surplus (Deficit)**	**$ (410,857)**	**$ 314,398**	**$ 725,255**	**-177%**
77	**Depreciation**		**$ (31,607)**	**($31,607)**	**0%**
78	**Interest Income (Expense)**		**$ 403,670**	**$403,670**	**0%**
79	**Operating Surplus (Deficit)**	**$ (410,857)**	**$ 686,462**	**$ 1,097,319**	**-267%**

BHA: BUDGET COMPARISION - SECTION 8

ATTACHMENT B

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

	DESCRIPTION		12	FY2023 ESTIMATED TOTAL		
	HUD Authorized Units ==>		FY2023 BUDGET	FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
	(1)		(a)	(b)	(c)	
1	**Housing Assistance Payments (HAP)**					
2	HAP Received from HUD	$	35,229,265	$ 31,205,416	$ (4,023,849)	-11%
3	Miscellaneous Income -HAP	$	-	$ 887	$ 887	100%
4	Less HAP Paid to Owners	$	(31,925,322)	$ (31,237,147)	$ (688,175)	2%
5	Less MTW Eligible Expenses	$	(301,320)	$ -	$ (301,320)	100%
6	**HAP Surplus (Deficit)**	**$**	**3,002,623**	**$ (30,844)**	**$ (3,033,467)**	**-101%**
7	**Use of Excess HAP Reserve**					
8	**Net HAP Surplus (Deficit)**	**$**	**3,002,623**	**$ (30,844)**		
9						
10	**OPERATING REVENUE**					
11	Administrative Fees (S8)	$	2,240,279	$ 2,385,114	$ 144,835	6%
12	Administrative fees billed to other PHA on Port in	$	-	$ -	$ -	0%
13	Administrative fees to other PHA on Port out	$	(124,514)	$ (14,430)	$ 110,084	-88%
14	Net Administrative Fees		2,115,765	2,370,684	$ 254,919	12%
15	BHA Oversight Fee	$	6,335	$ -	$ (6,335)	-100%
18	Miscellaneous Income	$	108,000	$ 64,763	$ (43,237)	-40%
19	**TOTAL OPERATING REVENUE**	**$**	**2,230,100**	**$ 2,435,447**	**$ 205,347**	**9%**
20	**OPERATING EXPENSES**					
21	**ADMINISTRATION**					
22	Salaries	$	1,040,382	$ 1,018,388	$ (21,994)	-2%
23	Employee Benefits	$	858,066	$ 475,978	$ (382,088)	-45%
24	Legal Expense - Outside Counsel	$	38,375	$ 80,627	$ 42,252	110%
25	Staff Training	$	6,408	$ 4,436	$ (1,972)	-31%
26	Travel/Transportation	$	5,545	$ 3,251	$ (2,294)	-41%
27	Office Rent	$	121,077	$ 185,207	$ 64,130	53%
28	Audit Fees	$	19,778	$ 20,013	$ 235	1%
29	Publications & Subscriptions	$	6,491	$ 5,009	$ (1,482)	-23%
30	Memberships & Dues	$	12,310	$ 10,840	$ (1,470)	-12%
31	Telephone	$	8,117	$ 5,427	$ (2,690)	-33%
32	Office Supplies	$	11,748	$ 13,613	$ 1,865	16%
33	Postage	$	17,088	$ 13,841	$ (3,247)	-19%
34	Printing & Reproduction	$	8,044	$ 7,994	$ (50)	-1%
35	Equipment maintenance	$	1,157	$ -	$ (1,157)	-100%
36	Equipment Lease	$	13,243	$ 8,393	$ (4,850)	-37%
37	Advertising	$	1,068	$ 2,748	$ 1,680	157%
38	Messenger/delivery service	$	-	$ -	$ -	#DIV/0!
39	Consultants - General Consultants	$	129,809	$ 116,237	$ (13,572)	-10%
40	Computer Services Maintenance Fee	$	60,844	$ 60,844	$ -	0%
41	Software Maintenance	$	18,245	$ 31,552	$ 13,307	73%
42	Inspection	$	94,069	$ 97,749	$ 3,680	4%
43	Other Sundry Items	$	10,635	$ 12,355	$ 1,720	16%
44	Interest			$ -	$ -	
45	**Total Administrative Expenses**	**$**	**2,482,499**	**$ 2,174,504**	**$ (307,995)**	**-12%**
46	**TENANT SERVICES**	$	-		-	
47	E.: Tenant Services	$	100,000	$ 17,336	$ (82,664)	-83%
48	**Total Tenant Services**		**100,000**	**17,336**	**(82,664)**	**-83%**
57	**ORDINARY MAINTENANCE**					
58	Facilities maintenance	$	3,560	$ 6,399	$ 2,839	80%
59	**Total Ordinary Maintenance**		**3,560**	**6,399**	**2,839**	**80%**
65	**GENERAL EXPENSE**					
66	Insurance	$	43,328	$ 43,063	$ (265)	-1%
67	Other General Expenses	$	11,570	$ 1,305	$ (10,265)	-89%
68	**Total General Expenses**		**54,898**	**44,368**	**(10,530)**	**-19%**
69	**OPERATING TRANSFER IN/OUT**			$ -	$ -	
70	**TOTAL OPERATING EXPENSES**		**2,640,957**	**2,242,608**	**(398,349)**	**-15%**
75	**TOTAL EXPENSES**	**$**	**2,640,957**	**$ 2,242,608**	**$ (398,349)**	**-15%**
76	**Operating Surplus (Deficit)**	**$**	**(410,857)**	**$ 192,839**	**$ 603,696**	**-147%**
77	**Depreciation**	**$**	**(28,821)**	**$ (28,821)**	**$ (0)**	**0%**
78	**Interest Income (Expense)**			**$ -**	**$ -**	**0%**
79	**Operating Surplus (Deficit)**	**$**	**(382,036)**	**$ 164,018**	**$ 603,696**	**-158%**

BHA: BUDGET COMPARISION - MODERATE REHABILITATION PROGRAM **ATTACHMENT C**

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

	DESCRIPTION		12	FY2023 ESTIMATED TOTAL		
	HUD Authorized Units ==>	FY2023 BUDGET	FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
	(1)	(a)	(b)	(c)	
1	**Housing Assistance Payments (HAP)**				
2	HAP Received from HUD	$ 934,920	$ 767,885	$ (167,035)	-18%
4	Less HAP Paid to Owners	$ (934,920)	$ (767,885)	$ 167,035	-18%
5	Less MTW Eligible Expenses	$ -	$ -	$ -	0%
6	**HAP Surplus (Deficit)**	**$ -**	**$ -**	**$ -**	
7	**Use of Excess HAP Reserve**	**$ -**			
8	**Net HAP Surplus (Deficit)**	**$ -**	**$ -**		
9					
10	**OPERATING REVENUE**				
11	Administrative Fees (MOD REHAB)	$ 171,315	$ 175,137	$ 3,822	2%
13	Administrative fees to other PHA on Port out	$ -	$ -	$ -	
14	Net Administrative Fees	171,315	175,137	$ 3,822	2%
18	Miscellaneous Income	$ -	$ 2,862	$ 2,862	0%
19	**TOTAL OPERATING REVENUE**	**$ 171,315**	**$ 177,999**	**$ 6,684**	**4%**
20	**OPERATING EXPENSES**				
21	**ADMINISTRATION**				
22	Salaries	$ 74,216	$ 70,847	$ (3,369)	-5%
23	Employee Benefits	$ 61,142	$ 32,030	$ (29,112)	-48%
24	Legal Expense - Outside Counsel	$ 2,781	$ 4,551	$ 1,770	64%
25	Staff Training	$ 360	$ 249	$ (111)	-31%
26	Travel/Transportation	$ 312	$ 183	$ (129)	-41%
27	Office Rent	$ 7,044	$ 10,405	$ 3,361	48%
28	Audit Fees	$ 2,500	$ 2,500	$ -	0%
29	Publications & Subscriptions	$ 365	$ 281	$ (84)	-23%
30	Memberships & Dues	$ 692	$ 582	$ (110)	-16%
31	Telephone	$ 456	$ 305	$ (151)	-33%
32	Office Supplies	$ 660	$ 766	$ 106	16%
33	Postage	$ 960	$ 778	$ (182)	-19%
34	Printing & Reproduction	$ 480	$ 449	$ (31)	-6%
35	Equipment maintenance	$ 65	$ -	$ (65)	-100%
36	Equiment Lease	$ 744	$ 471	$ (273)	-37%
37	Advertising	$ 60	$ 154	$ 94	157%
38	Messenger/delivery service	$ -	$ -	$ -	0%
39	Consultants - General Consultants	$ 3,692	$ 6,612	$ 2,920	79%
40	Computer Services Maintenance Fee	$ 3,418	$ 3,418	$ -	0%
41	Software Maintenance	$ 1,025	$ 1,736	$ 711	69%
42	Inspection	$ 6,114	$ 5,492	$ (622)	-10%
43	Other Sundry Items	$ 630	$ 684	$ 54	9%
45	**Total Administrative Expenses**	**$ 167,716**	**$ 142,494**	**$ (25,222)**	**-15%**
57	**ORDINARY MAINTENANCE**				
58	Facilities maintenance	$ 200	$ 360	$ 160	80%
59	**Total Ordinary Maintenance**	**200**	**360**	**160**	**80%**
65	**GENERAL EXPENSE**				
66	Insurance	$ 2,490	$ 2,412	$ (78)	-3%
67	Other General Expenses	$ 910	$ 75	$ (835)	-92%
68	**Total General Expenses**	**3,400**	**2,487**	**(913)**	**-27%**
69	**OPERATING TRANSFER IN/OUT**		$ -	$ -	
75	**TOTAL EXPENSES**	**$ 171,316**	**$ 145,340**	**$ (25,976)**	**-15%**
76	**Operating Surplus (Deficit)**	**$ -**	**$ 32,659**	**$ 32,659**	**0%**
77	**Depreciation**	**$ (1,793)**	**$ (1,793)**	**$ 0**	**0%**
78	**Interest Income (Expense)**		**$ -**		**100%**
79	**Operating Surplus (Deficit)**	**$ (1,793)**	**$ 30,866**	**$ 30,866**	**0%**

BHA: BUDGET COMPARISION - MAINSTREAM PROGRAM

ATTACHMENT D

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

	DESCRIPTION		12	FY2023 ESTIMATED TOTAL		
	HUD Authorized Units ==>	FY2023 BUDGET		FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
	(1)	(a)		(b)	(c)	
1	**Housing Assistance Payments (HAP)**					
2	HAP Received from HUD	$ 2,170,130		$ 1,757,713	$ (412,417)	-19%
4	Less HAP Paid to Owners	$ (1,691,480)		$(1,642,653)	$ (48,827)	3%
5	Less MTW Eligible Expenses	$ -		$ -	$ -	0%
6	**HAP Surplus (Deficit)**	**$ 478,650**		**$ 115,060**	**$ (363,590)**	**-0.7596**
7	**Use of Excess HAP Reserve**	**$ (478,650)**				
8	**Net HAP Surplus (Deficit)**	**$ -**				
9						
10	**OPERATING REVENUE**					
11	Administrative Fees	$ 117,254		$ 140,992	$ 23,738	20%
13	Administrative fees to other PHA on Port out	$ (11,319)		$ (8,869)	$ (2,450)	22%
14	Net Administrative Fees	105,935		132,122	$ 26,187	25%
18	Miscellaneous Income	$ -		$ 568	$ 568	0%
19	**TOTAL OPERATING REVENUE**	**$ 105,935**		**$ 132,690**	**$ 26,755**	**25%**
20	**OPERATING EXPENSES**					
21	**ADMINISTRATION**					
22	Salaries	$ 39,841		$ 40,555	$ 714	2%
23	Employee Benefits	$ 32,867		$ 20,304	$ (12,563)	-38%
24	Legal Expense - Outside Counsel	$ 2,247		$ 4,042	$ 1,795	80%
25	Staff Training	$ 288		$ 643	$ 355	123%
26	Travel/Transportation	$ 249		$ 146	$ (103)	-41%
27	Office Rent	$ 6,474		$ 7,880	$ 1,406	22%
28	Audit Fees	$ 948		$ 958	$ 10	1%
29	Publications & Subscriptions	$ 292		$ 225	$ (67)	-23%
30	Memberships & Dues	$ 553		$ 450	$ (103)	-19%
31	Telephone	$ 365		$ 241	$ (124)	-34%
32	Office Supplies	$ 528		$ 629	$ 101	19%
33	Postage	$ 768		$ 622	$ (146)	-19%
34	Printing & Reproduction	$ 884		$ 359	$ (525)	-59%
35	Equipment maintenance	$ 52		$ -	$ (52)	-100%
36	Equiment Lease	$ 595		$ 377	$ (218)	-37%
37	Advertising	$ 48		$ 123	$ 75	157%
39	Consultants - General Consultants	$ 2,553		$ 5,450	$ 2,897	113%
40	Computer Services Maintenance Fee	$ 2,735		$ 2,735	$ -	0%
41	Software Maintenance	$ 820		$ 1,184	$ 364	44%
42	Inspection	$ 8,072		$ 4,453	$ (3,619)	-45%
43	Other Sundry Items	$ 1,083		$ 547	$ (536)	-49%
45	**Total Administrative Expenses**	**$ 102,262**		**$ 91,924**	**$ (10,338)**	**0%**
46	**TENANT SERVICES**	$ -			-	
47	Tenant Services	$ -		$ 242	$ 242	0%
48	**Total Tenant Services**	**-**		**242**	**242**	
57	**ORDINARY MAINTENANCE**					
58	Facilities maintenance	$ 160		$ 284	$ 124	78%
59	**Total Ordinary Maintenance**	**160**		**284**	**124**	**78%**
					-	
65	**GENERAL EXPENSE**					
66	Insurance	$ 2,992		$ 1,958	$ (1,034)	-35%
67	Other General Expenses	$ 520		$ 52	$ (468)	-90%
68	**Total General Expenses**	**3,512**		**2,010**	**(1,502)**	**-43%**
69	**OPERATING TRANSFER IN/OUT**			$ -	$ -	
75	**TOTAL EXPENSES**	**$ 105,934**		**$ 94,460**	**$ (11,474)**	**-11%**
76	**Operating Surplus (Deficit)**	**$ 1**		**$ 38,230**	**$ 38,229**	**0%**
77	**Depreciation**	**$ (975)**		**$ (975)**	**$ 0**	**0%**
78	**Interest Income (Expense)**			**$ -**		**0%**
79	**Operating Surplus (Deficit)**	**$ 976**		**$ 37,256**	**$ 38,230**	**0%**

BHA: BUDGET COMPARISION - EMERGENCY HOUSING VOUCHERS

ATTACHMENT E

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

	DESCRIPTION		12	FY2023 ESTIMATED TOTAL			
	HUD Authorized Units ==>		FY2023 BUDGET	FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
	(1)		(a)	(b)	(c)	
1	**Housing Assistance Payments (HAP)**					
2	HAP Received from HUD	$	1,079,501	$ 558,301	$ (521,200)	0%
4	Less HAP Paid to Owners	$	(1,033,209)	$ (854,994)	$ (178,215)	0%
5	Less MTW Eligible Expenses	$	-	$ -	$ -	0%
6	**HAP Surplus (Deficit)**	**$**	**46,292**	**$ (296,693)**	**$ (342,985)**	
7	**Use of Excess HAP Reserve**	**$**	**(46,292)**			
8	**Net HAP Surplus (Deficit)**	**$**	**-**			
9						
10	**OPERATING REVENUE**					
11	Administrative Fees	$	57,983	$ 65,065	$ 7,082	0%
12	Administrative fees billed to other PHA on Port in	$	-	$ 6,534	$ 6,534	0%
13	Administrative fees to other PHA on Port out	$	(11,319)	$ (6,499)	$ 17,818	0%
14	Net Administrative Fees		46,664	65,101	$ 18,437	0%
16	Preliminary Fee	$	-	$ 1,600	$ 1,600	0%
17	Service Fee	$	-	$ 98,537	$ 98,537	0%
18	Miscellaneous Income	$	-	$ 184	$ 184	0%
19	**TOTAL OPERATING REVENUE**	**$**	**46,664**	**$ 165,422**	**$ 118,758**	**254%**
20	**OPERATING EXPENSES**					
21	**ADMINISTRATION**					
22	Salaries	$	17,091	$ 18,640	$ 1,549	0%
23	Employee Benefits	$	14,164	$ 11,574	$ (2,590)	0%
24	Legal Expense - Outside Counsel	$	277	$ 1,812	$ 1,535	0%
25	Staff Training	$	144	$ 100	$ (44)	-31%
26	Travel/Transportation	$	125	$ 73	$ (52)	-42%
27	Office Rent	$	2,263	$ 4,162	$ 1,899	84%
28	Audit Fees	$	474	$ 479	$ 5	1%
29	Publications & Subscriptions	$	146	$ 113	$ (33)	-23%
30	Memberships & Dues	$	277	$ 234	$ (43)	-15%
31	Telephone	$	182	$ 125	$ (57)	-31%
32	Office Supplies	$	264	$ 315	$ 51	19%
33	Postage	$	384	$ 311	$ (73)	-19%
34	Printing & Reproduction	$	192	$ 180	$ (12)	-6%
35	Equipment maintenance	$	26	$ -	$ (26)	-100%
36	Equiment Lease	$	298	$ 189	$ (109)	-37%
37	Advertising	$	24	$ 62	$ 38	157%
39	Consultants - General Consultants	$	2,777	$ 2,503	$ (274)	-10%
40	Computer Services Maintenance Fee	$	1,367	$ 1,367	$ -	0%
41	Software Maintenance	$	410	$ 284	$ (126)	-31%
42	Inspection	$	4,451	$ 2,499	$ (1,952)	-44%
43	Other Sundry Items	$	252	$ 274	$ 22	9%
45	**Total Administrative Expenses**	**$**	**45,588**	**$ 45,294**	**$ (294)**	**-1%**
46	**TENANT SERVICES**	$	-			
47	Tenant Services	$	-	$ 98,537	$ 98,537	0%
48	**Total Tenant Services**		**-**	**98,537**	**98,537**	**0%**
57	**ORDINARY MAINTENANCE**					
58	Facilities maintenance	$	80	$ 142	$ 62	$ (18)
59	**Total Ordinary Maintenance**		**80**	**142**	**62**	**0%**
65	**GENERAL EXPENSE**					
66	Insurance	$	996	$ 969	$ 27	0%
67	Other General Expenses			$ 38	$ (38)	0%
68	**Total General Expenses**		**996**	**1,008**	**12**	**0%**
69	**OPERATING TRANSFER IN/OUT**			$ -	$ -	
75	**TOTAL EXPENSES**	**$**	**46,664**	**$ 144,981**	**$ 98,317**	**211%**
76	**Operating Surplus (Deficit)**	**$**	**-**	**$ 20,441**	**$ (20,441)**	**0%**
77	**Depreciation**	**$**	**(18)**	**$ (18)**		**100%**
78	**Interest Income (Expense)**			**$ -**		**100%**
79	**Operating Surplus (Deficit)**	**$**	**(18)**	**$ 20,423**	**$ 20,441**	

BHA: BUDGET COMPARISION - LOW INCOME PUBLIC REPORT (LIPH)

ATTACHMENT F

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

	DESCRIPTION	12	FY2023 ESTIMATED TOTAL		
		FY2023 BUDGET	FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
	HUD Authorized Units ==> (1)	(a)	(b)	(c)	
1	**Housing Assistance Payments (HAP)**				
10	**OPERATING REVENUE**				
18	Miscellaneous Income	$ -		$ -	
19	**TOTA Total Operating & Capital Improvement Revenue**	**$ -**	**$ -**	**$ -**	
20	**OPERATING EXPENSES**				
21	**ADMINISTRATION**				
43	Other Sundry Items	$ -	$ -	$ -	
45		**$ -**	**$ -**	**$ -**	
75	**Total Expenses**	**$ -**	**$ -**	**$ -**	
76	**Operating Surplus (Deficit)**	**$ -**	**$ -**	**$ -**	
77	**Depreciation**		**$ -**		
78	**Interest Income (Expense)**	**$ -**	**$ 346,706**	**$ 346,706**	**0%**
79	**Operating Surplus (Deficit)**	**$ -**	**$ 346,706**	**$ 346,706**	

BHA: BUDGET COMPARISION - BHA General Fund

ATTACHMENT G

FY2023 Budget vs Current Month, Year-To-Date, and Projected Annual Income and Expenses

For the Period Ending June 30, 2023

DESCRIPTION		12		
		FY2023 ESTIMATED TOTAL		
HUD Authorized Units ==>	FY2023 BUDGET	FY2023 ESTIMATED TOTAL	INCREASE (DECREASE)	%
(1)	(a)	(b)	(c)	
Housing Assistance Payments (HAP)				
OPERATING REVENUE				
Miscellaneous Income	$ -	$ 30,229	$ 30,229	0%
TOTAL OPERATING REVENUE	**$ -**	**$ 30,229**	**$ 30,229**	**0%**
OPERATING EXPENSES				
ADMINISTRATION				
Other Sundry Items	$ -	$ -	$ -	
Total Administrative Expenses	**$ -**	**$ -**	**$ -**	
TOTAL EXPENSES	**$ -**	**$ -**	**$ -**	
Operating Surplus (Deficit)	**$ -**	**$ 30,229**	**$ 30,229**	**0%**

Balance Sheet - Summary

Grouped By Fund

Reporting for periods as of 06/30/2023

ATTACHMENT

Assets	Total Amount	101 Voucher/FSS	102 Mod Rehab.	103 Mainstream	104 EHV	105 FSS Forfeiture	201 LIPH	202 RHCP	205 B
Cash & Equivalents	$ 10,036,893.97	$ 2,631,982.02	$ 390,277.92	$ 221,215.96	$ 49,799.71	$ 4,027.00	$ 5,220,981.27	$ 113,200.00	$ 1,405,41
A/R - Federal Govn	$ 139,616.60	$ 83,315.00	$ 0.00	$ 11,007.00	$ 45,294.60	$ 0.00	$ 0.00	$ 0.00	$ (
A/R - Other	$ 582,226.74	$ 34,714.04	$ 1,939.02	$ 0.00	$ 4,918.24	$ 0.00	$ 430,552.13	$ 0.00	$ 110,10
A/R - Notes	$ 848,331.03	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.28	$ 0.00	$ 848,33
Land	$ 2,579,621.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 2,579,62
Structures & Equipment	$ 3,478,237.15	$ 3,100,749.45	$ 174,486.41	$ 137,221.54	$ 65,779.75	$ 0.00	$ 0.00	$ 0.00	$ (
Other Assets	$ 496,612.96	$ 440,510.81	$ 33,055.15	$ 17,229.00	$ 5,818.00	$ 0.00	$ 0.00	$ 0.00	$ (
Depreciation	$ (343,470.01)	$ (307,051.46)	$ (17,722.23)	$ (13,204.02)	$ (5,492.30)	$ 0.00	$ 0.00	$ 0.00	$ (
Total : Assets	$ 17,818,069.44	$ 5,984,219.86	$ 582,036.27	$ 373,469.48	$ 166,118.00	$ 4,027.00	$ 5,651,533.68	$ 113,200.00	$ 4,943,46
Liabilities and Net Assets									
Liability									
A/P - Other	$ 369,476.05	$ 251,702.45	$ 5,570.88	$ 50,112.95	$ 62,089.54	$ 0.00	$ 0.23	$ 0.00	$ 0
A/P - HUD	$ 153,980.00	$ 0.00	$ 150,230.00		$ 3,750.00	$ 0.00	$ 0.00	$ 0.00	$ 0
Accrued Liabilities - Current	$ 18,451.10	$ 15,620.72	$ 1,835.22	$ 699.21	$ 295.95	$ 0.00	$ 0.00	$ 0.00	$ 0
Debt Obligations - Non Current	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0
Other Liabilities	$ 4,919,979.13	$ 4,373,648.64	$ 274,628.18	$ 187,625.21	$ 84,077.10	$ 0.00	$ 0.00	$ 0.00	$ 0
Accrued Liability - Non Current	$ 104,549.35	$ 90,921.22	$ 8,406.70	$ 3,668.66	$ 1,552.77	$ 0.00	$ 0.00	$ 0.00	$ 0
Total Liability	$ 5,566,435.63	$ 4,731,893.03	$ 440,670.98	$ 242,106.03	$ 151,765.36	$ 0.00	$ 0.23	$ 0.00	$ 0
Equity									
Total Equity	$ 12,120,270.36	$ 1,252,326.83	$ 141,365.29	$ 131,363.45	$ 14,352.64	$ 4,027.00	$ 5,651,533.45	$ 113,200.00	$ 4,943,465
Total : Liabilities and Net Assets	$ 17,686,705.99	$ 5,984,219.86	$ 582,036.27	$ 373,469.48	$ 166,118.00	$ 4,027.00	$ 5,651,533.68	$ 113,200.00	$ 4,943,465

By: Jesusa Eva Yturralde

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CA058 HCV Leasing and Spending Projection - The Goods

Attachment I

PHA Name	City of Berkeley Housing Authority	PHA Number	CA058

Utilization Report: HCV Utilization Report May 2023 rev (1)

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ACC/Funding Information			
ACC	Current Year (2023)	Year 2 (2024)	Year 3 (2025)
Beginning ACC Vouchers	1,989	1,989	1,989
Funding Components	Current Year (2023)	Year 2 (2024)	Year 3 (2025)
Initial BA Funding (net offset)	$30,868,133	$31,673,325	$34,344,414
Offset of HAP Reserves	$1,630,410	$0	$0
Set Aside Funding	$0		
New ACC Units Funding	$699,071	$0	$0
Total ABA Funding Provided	$31,567,204	$31,673,325	$34,344,414
PHA Income	$472	$0	
Total Cash-Supported Prior Year-End Reserves	$5,337,780	$5,232,130	$2,561,041
Total Funding			
Total Funding Available	$36,905,456	$36,905,456	$36,905,456

Funding Proration/Offset Levels	
HAP	
Year 2 (2024) Rebenchmark	100.0%
Year 3 (2025) Rebenchmark	100.0%
Year 2 (2024) % 'Excess' Reserves Offset	0.0%
Year 3 (2025) % 'Excess' Reserves Offset	0.0%
Administrative Fees	
Year 1 (2023)	92.0%
Year 2 (2024)	80.0%

Program Projection Variables			
Success Rate	61%	Annual Turnover Rate	3.8%
			EOP Rate as of 7/31/2023 (58 TB.PB EOPs): 4.09%

Time from Issuance to HAP Effective Date (Current: 3.65 months)	
% leased in 30 days	0%
% leased in 30 to 60 days	29%
% leased in 60 to 90 days	24%
% leased in 90 to 120 days	0%
% leased in 120 to 150 days	47%

Leasing and Spending Outcomes: Current and Following Year Projections		
	2023	2024
UML % of ACC (UMA)	77.4%	83.6%
HAP Exp as % of All Funds	85.8%	93.1%
HAP Exp as % of Eligibility only	95.4%	108.4%
End of Year Results		
Projected 12/31 Total HAP Reserves	$5,232,130	$2,561,041
HAP Reserves as % of ABA (Start: 16.9%)	*16.6%*	*8.1%*
"Excess" Reserves Subject To Offset	$3,564,087	$0
End of Year 3 Results (2025)		
($1,714,420)	-5.0%	Projected Total HAP Reserves ========= Reserves % BA

HUD-Held Reconciliation - 12/31/2022 Cash Sufficiency Check				
HUD-established CYE HHR	$5,212,289		HUD-established CYE HHR	
HUD-Estimated Restricted Net Position	$125,491	$1,712,412	PHA-Held Cash 12/31/2022 (VMS)	
HUD-Reconciled	*$5,337,780*	*$6,924,701*	*HUD-Reconciled (Cash Capped)*	
Lower of H17/I17 (May Override)	$5,337,780		Lower of H17/I17 (May Override)	Reserve Adjustment due to PY VMS Changes.
HUD-Reconciled RNP v PHA-Reported RNP				
HUD v. PHA difference: $218,255.00 or 0.7% of Eligibility	($92,764)	<--EOY VMS RNP ========== HUD-estimated RNP-->	$125,491	

Administrative Fees Analysis			2023	2024
<= 7,200 UMLs (No Proration)	> 7,200 UMLs (No Proration)	Admin Fees Earned (PY: $0)	$2,485,157	$2,446,182
$150.05	$140.05	Expense	$0	$0
		Expense %	0.0%	0.0%
No PHA		Based on the most recent, official (end of fiscal year) UNP, CA058 has a projected 2023 Calendar Year-End (CYE) UNP of $2,485,157 (or 100% of CY 2023 Earned Admin Fees) and a 2024 CYE UNP of $4,970,315 (or 203.2% of CY 2024 Earned Admin Fees).		

CA058 HCV Leasing and Spending Projection - The Goods

2023	UMAs	Actual UMLs	Actual HAP	Vouchers Issued/Projected to be Issued	Other Planned Additions/ Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected	HAP: Actual/Projected	PUC: Actual/Projected	Manual PUC Override	Year-to-Date UML %	Year-to-Date ABA Expended %	Monthly UML %	Monthly ABA Expended %
Jan-23	1,989	1,574	$2,592,249	0				1,574	$2,592,249	$1,647		79.1%	93.7%	79.1%	93.7%
Feb-23	1,989	1,564	$2,681,213	0				1,564	$2,681,213	$1,714		78.9%	95.3%	78.6%	96.9%
Mar-23	1,989	1,563	$2,734,837	0				1,563	$2,734,837	$1,750		78.8%	96.5%	78.6%	98.9%
Apr-23	1,989	1,560	$2,616,292	0				1,560	$2,616,292	$1,677		78.7%	96.0%	78.4%	94.6%
May-23	1,989	1,542	$2,654,488	0				1,542	$2,654,488	$1,721		78.5%	96.0%	77.5%	96.0%
Jun-23	1,989	1,542	$2,690,415	0				1,542	$2,690,415	$1,745		78.3%	96.2%	77.5%	97.3%
Jul-23	1,989	1,527	$2,626,850	9				1,527	$2,626,850	$1,720		78.1%	96.0%	76.8%	95.0%
Aug-23	1,989	**0**	**$0**	0	1	0	-4.8	1,523	$2,620,517	$1,720		77.9%	95.9%	76.6%	94.7%
Sep-23	1,989	**0**	**$0**	0	1	2	-4.8	1,521	$2,616,942	$1,720		77.7%	95.7%	76.5%	94.6%
Oct-23	1,989	**0**	**$0**	50	1	1	-4.8	1,519	$2,612,906	$1,720		77.6%	95.6%	76.4%	94.4%
Nov-23	1,989	**0**	**$0**	50	1	0	-4.8	1,515	$2,606,616	$1,720		77.5%	95.5%	76.2%	94.2%
Dec-23	1,989	**0**	**$0**	40	1	11	-4.7	1,523	$2,620,001	$1,720		77.4%	95.4%	76.6%	94.7%
Total	*23,868*	*10,872*	*$18,596,344*	*149*	*6*	*14*	*-23.8*	*18,474*	*$31,673,325*	*$1,715*		*77.4%*	*95.4%*	*See MTW Non-HAP HAP Tab!*	
2024															
Jan-24	1,989			50	1	16	-4.8	1,536	$2,641,497	$1,720		77.2%	100.1%	77.2%	100.1%
Feb-24	1,989			50	1	14	-4.8	1,546	$2,659,883	$1,720		77.5%	100.4%	77.7%	100.8%
Mar-24	1,989			50	1	29	-4.8	1,571	$2,703,395	$1,720		78.0%	101.1%	79.0%	102.4%
Apr-24	1,989			50	1	31	-4.9	1,598	$2,749,290	$1,720		78.6%	101.9%	80.4%	104.2%
May-24	1,989			50	1	28	-5.0	1,622	$2,790,109	$1,720		79.2%	102.6%	81.5%	105.7%
Jun-24	1,989			50	1	31	-5.1	1,648	$2,835,732	$1,720		79.8%	103.4%	82.9%	107.4%
Jul-24	1,989			50	1	31	-5.2	1,675	$2,881,213	$1,720		80.4%	104.2%	84.2%	109.2%
Aug-24	1,989			50	1	31	-5.2	1,701	$2,926,550	$1,720		81.1%	105.1%	85.5%	110.9%
Sep-24	1,989			50	1	31	-5.3	1,727	$2,971,746	$1,720		81.7%	105.9%	86.9%	112.6%
Oct-24	1,989			50	1	31	-5.4	1,754	$3,016,800	$1,720		82.3%	106.8%	88.2%	114.3%
Nov-24	1,989			50	1	31	-5.5	1,780	$3,061,713	$1,720		83.0%	107.6%	89.5%	116.0%
Dec-24	1,989			50	1	31	-5.6	1,806	$3,106,485	$1,720		83.6%	108.4%	90.8%	117.7%
Total	*23,868*	*0*	*$0*	*600*	*13*	*331*	*-61.7*	*19,965*	*$34,344,414*	*$1,720*		*83.6%*	*108.4%*	*See MTW Non-HAP HAP Tab!*	

Graphs

SPVs: Additional SPV leasing should focus on the 4 unleased VASH vouchers. FINANCIAL - Beginning Year: Cash & Investments (VMS) of $1,712,412 compares to RNP (VMS) of $-92,764. Current: VMS Cash & Investments of $2,286,985 compares to VMS RNP plus UNP of $-244,626. PBVs: Currently, the PHA reports 352 leased PBVs, for a leased PBV rate of 94%. Additional leasing should focus on the 23 unleased PBVs, for which the PHA is making vacancy payments on 0. Finally, the PHA reports 17 PBVs under AHAP. Most importantly, the Two-Year Tool is not a problem to be solved, but a reality to be experienced.

Comments (Hover for VMS Comments)

Attachment J

CA058 MS Leasing and Spending Projection - The Goods

PHA Name	City of Berkeley Housing Authority	PHA Number	CA058

Utilization Report: HCV Utilization Report May 2023 rev (1)

TYT Guide | TYT Videos

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ACC/Funding Information			
ACC	Current Year (2023)	Year 2 (2024)	Year 3 (2025)
Beginning ACC Vouchers	121	121	121
Funding Components	Current Year (2023)	Year 2 (2024)	Year 3 (2025)
Initial BA Funding	$1,726,135	$1,602,208	$1,628,557
Set Aside Funding	$0		
New ACC Units Funding	$669,103	$0	$0
Total ABA Funding Provided	$2,395,238	$1,602,208	$1,628,557
PHA Income	$0	$0	
Total Cash-Supported Prior Year-End Reserves	$578,510	$1,371,540	$1,345,191
Total Funding			
Total Funding Available	$2,973,748	$2,973,748	$2,973,748

Funding Proration/Offset Levels	
HAP	
Year 2 (2024) Rebenchmark	100.0%
Year 3 (2025) Rebenchmark	100.0%

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Administrative Fees	
Year 1 (2023)	90.0%
Year 2 (2024)	80.0%

Program Projection Variables			
Success Rate	26%	Annual Turnover Rate	2.8%
			EOP Rate as of 7/31/2023 (3 EOPs): 2.78%

Time from Issuance to HAP Effective Date (Current: 3.9 months)	
% leased in 30 days	11%
% leased in 30 to 60 days	11%
% leased in 60 to 90 days	11%
% leased in 90 to 120 days	11%
% leased in 120 to 150 days	56%

Leasing and Spending Outcomes: Current and Following Year Projections		
2023		***2024***
UML % of ACC (UMA)	68.6%	69.5%
HAP Exp as % All Funds	53.9%	54.8%
HAP Exp as % of Eligibility only	66.9%	101.6%
End of Year Results		
Projected 12/31 Total HAP Reserves	$1,371,540	$1,345,191
HAP Reserves as % of ABA (Start: 24.2%)	57.3%	84.0%

Comments	

HUD-Held Reconciliation - 12/31/2022 Cash Sufficiency Check				
HUD-established CYE HHR	$576,895		HUD-established CYE HHR	
HUD-estimated Restricted Net Position	$1,615	Field Did Not Yet Exist	PHA-Held Cash (VMS), Net Regular RNP	
HUD-Reconciled	*$578,510*	*No dice, as they say.*	*HUD-Reconciled (Cash-Capped)*	
Lower of HUD-Reconciled/ Cash-Capped	*$587,447*		*Lower of H17/I17*	Reserve Adjustment due to PY VMS Changes.
HUD-Reconciled RNP v PHA-Reported RNP				
-	Field Did Not Yet Exist	*<--EOY VMS RNP ========== EOY PHA-Reported RNP-->*	$1,615	

CA058 MS Leasing and Spending Projection - The Goods

2023	UMAs	Actual UMLs	Actual HAP	Vouchers Issued/Projected To Be Issued	Other Planned Additions/ Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected	HAP: Actual/Projected	PUC: Actual/Projected	Manual PUC Override	Cumulative % Annual Leased	Cumulative % Eligibility Expended	Monthly UML %	Monthly ABA Expended %
Jan-23	121	83	$136,961					83	$136,961	$1,650		68.6%	68.6%	68.6%	68.6%
Feb-23	121	83	$129,018					83	$129,018	$1,554		68.6%	66.6%	68.6%	64.6%
Mar-23	121	83	$138,581					83	$138,581	$1,670		68.6%	67.6%	68.6%	69.4%
Apr-23	121	82	$137,609					82	$137,609	$1,678		68.4%	67.9%	67.8%	68.9%
May-23	121	82	$147,397	0				82	$147,397	$1,798		68.3%	69.1%	67.8%	73.8%
Jun-23	121	82	$104,459					82	$104,459	$1,274		68.2%	66.3%	67.8%	52.3%
Jul-23	121	83	$133,906	9				83	$133,906	$1,613		68.2%	66.4%	68.6%	67.1%
Aug-23	121	**0**	**$0**	2		0	-0.2	83	$134,011	$1,613		68.3%	66.5%	68.6%	67.1%
Sep-23	121	**0**	**$0**	2		0	-0.2	83	$134,209	$1,613		68.3%	66.6%	68.8%	67.2%
Oct-23	121	**0**	**$0**			0	-0.2	83	$134,498	$1,613		68.4%	66.7%	68.9%	67.4%
Nov-23	121	**0**	**$0**			0	-0.2	84	$134,786	$1,613		68.5%	66.7%	69.0%	67.5%
Dec-23	121	**0**	**$0**			1	-0.2	85	$136,773	$1,613		68.6%	66.9%	70.1%	68.5%
Total	*1,452*	*578*	*$927,931*	*13*	*0*	*3*	*-1.0*	*996*	*$1,602,208*	*$1,609*		*68.6%*	*66.9%*		
2024															
Jan-24	121					0	-0.2	85	$137,018	$1,613		70.2%	102.6%	70.2%	102.6%
Feb-24	121					0	-0.2	85	$137,171	$1,613		70.2%	102.7%	70.3%	102.7%
Mar-24	121					0	-0.2	85	$136,854	$1,613		70.2%	102.6%	70.1%	102.5%
Apr-24	121					0	-0.2	85	$136,537	$1,613		70.1%	102.5%	69.9%	102.3%
May-24	121					0	-0.2	84	$136,221	$1,613		70.1%	102.4%	69.8%	102.0%
Jun-24	121					0	-0.2	84	$135,905	$1,613		70.0%	102.3%	69.6%	101.8%
Jul-24	121					0	-0.2	84	$135,591	$1,613		69.9%	102.2%	69.5%	101.6%
Aug-24	121					0	-0.2	84	$135,277	$1,613		69.8%	102.1%	69.3%	101.3%
Sep-24	121					0	-0.2	84	$134,964	$1,613		69.8%	102.0%	69.1%	101.1%
Oct-24	121					0	-0.2	83	$134,651	$1,613		69.7%	101.9%	69.0%	100.8%
Nov-24	121					0	-0.2	83	$134,340	$1,613		69.6%	101.8%	68.8%	100.6%
Dec-24	121					0	-0.2	83	$134,029	$1,613		69.5%	101.6%	68.7%	100.4%
Total	*1,452*	*0*	*$0*	*0*	*0*	*1*	*-2.3*	*1,009*	*$1,628,557*	*$1,613*		*69.5%*	*101.6%*		

Attachment K

PHA Name	City of Berkeley Housing Authority	PHA Number	CA058

Utilization Report: *HCV Utilization Report May 2023 rev (1)*

EHV ACC and Funding Information

ACC	Current Year (2023)	Year 2 (2024)	Year 3 (2025)
Beginning ACC # Vouchers	51	51	51
Funding Components	**Current Year (2023)**	**Year 2 (2024)**	**Year 3 (2025)**
Budget Authority	$490,467	$1,006,442	$1,105,620
12/31 RNP	-$55,115	$369,654	$270,476
12/31 HHR	$915,312		
Total BA	$1,376,096	$1,376,096	$1,376,096

Reserve Adjustment due to PY VMS Changes.

Remember, this program is not limited by budget authority (i.e. money) available. You can and should lease to your annual UMA number (51).

The EHV TYT does include budget authority information in a few places as, if costs are exceeding budget authority, you will need to contact for you FMC FA to request more budget authority.

EHV Program Projection Variables

Success Rate	61%	Annual Turnover Rate	3.8%
			EOP Rate as of 7/31/2023 (58 TB.PB EOPs): 4.09%

Time from Issuance to HAP Effective Date (Current: 2.28 months)

% leased in 30 days	18%
% leased in 30 to 60 days	40%
% leased in 60 to 90 days	38%
% leased in 90 to 120 days	4%
% leased in 120 to 150 days	0%

EHV Leasing Outcome: Current and Following Year Projections

	2023	2024
UML % of ACC (UMA)	84.8%	94.6%

	2025
Annual UML/UMA	91.3%

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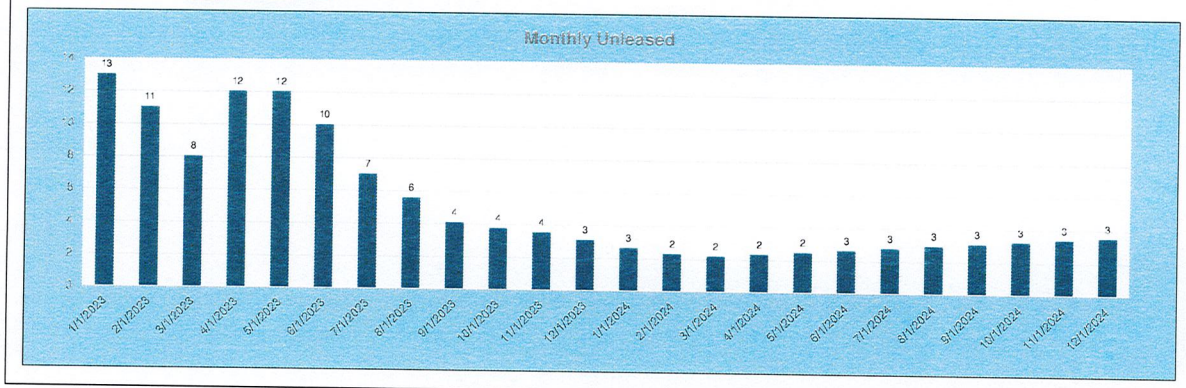

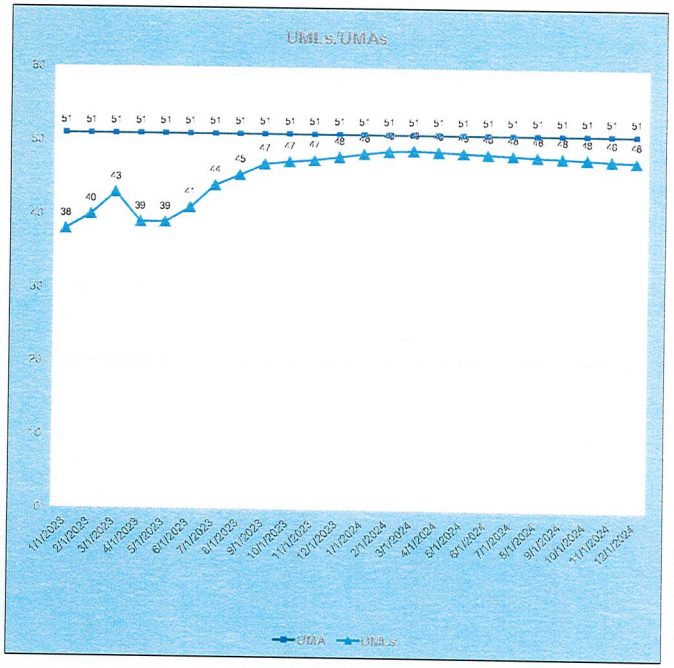

2023	UMAs	Actual UMLs	Actual HAP	Vouchers Issued/Projected To Be Issued	Other Planned Additions/ Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected	HAP: Actual/Projected	PUC: Actual/Projected	Manual PUC Override	Cumulative % Annual Leased	Monthly UML %
Jan-23	51	38	$73,328			0	-0.1	38	$73,328	$1,930		74.5%	74.5%
Feb-23	51	40	$78,837			0	-0.1	40	$78,837	$1,971		76.5%	78.4%
Mar-23	51	43	$78,755			0	-0.1	43	$78,755	$1,832		79.1%	84.3%
Apr-23	51	39	$77,377			0	-0.1	39	$77,377	$1,984		78.4%	76.5%
May-23	51	39	$84,203			0	-0.1	39	$84,203	$2,159		78.0%	76.5%
Jun-23	51	41	$81,004	6		0	-0.1	41	$81,004	$1,976		78.4%	80.4%
Jul-23	51	44	$84,029	1		1	-0.1	44	$84,029	$1,910		79.6%	86.3%
Aug-23	51	0	$0			2	-0.1	45	$86,770	$1,910		80.7%	89.1%
Sep-23	51	0	$0	1		2	-0.1	47	$89,620	$1,910		82.0%	92.0%
Oct-23	51	0	$0	1		0	-0.1	47	$90,270	$1,910		83.1%	92.7%
Nov-23	51	0	$0	1		0	-0.1	47	$90,708	$1,910		84.0%	93.1%
Dec-23	51	0	$0	1		1	-0.1	48	$91,541	$1,910		84.8%	94.0%
Total	*612*	*284*	*$557,533*	*11*	*0*	*5*	*-1.6*	*519*	*$1,006,442*			*84.8%*	
2024													
Jan-24	51					1	-0.2	48	$92,418	$1,910		94.9%	94.9%
Feb-24	51					1	-0.2	49	$93,083	$1,910		95.2%	95.6%
Mar-24	51					0	-0.2	49	$93,279	$1,910		95.4%	95.8%
Apr-24	51					0	-0.2	49	$93,033	$1,910		95.4%	95.5%
May-24	51					0	-0.2	49	$92,740	$1,910		95.4%	95.2%
Jun-24	51					0	-0.2	48	$92,449	$1,910		95.3%	94.9%
Jul-24	51					0	-0.2	48	$92,158	$1,910		95.2%	94.6%
Aug-24	51					0	-0.2	48	$91,868	$1,910		95.1%	94.3%
Sep-24	51					0	-0.2	48	$91,579	$1,910		95.0%	94.0%
Oct-24	51					0	-0.2	48	$91,291	$1,910		94.9%	93.7%
Nov-24	51					0	-0.2	48	$91,004	$1,910		94.7%	93.4%
Dec-24	51					0	-0.1	48	$90,718	$1,910		94.6%	93.1%
Total	*612*	*0*	*$0*	*0*	*0*	*1*	*-1.8*	*579*	*$1,105,620*			*94.6%*	

Income Statement - Detail

Grouped By Fund

Reporting for periods within 07/01/2022 and 06/30/2023

Operating Expense	**901 AHB**
Administration	
413015 Prof Fees - Misc	39,210.00
413040 Other Fees	50.00
417000 Accounting & Auditing Fees	2,250.00
419085 Bank Fees	90.00
Total Administration	**$ 41,600.00**
General	
459000 Other General Expense	20.00
Total General	**$ 20.00**
Total Operating Expenses before Asset Mgt Fees	**$ 41,620.00**
Asset Management Fees	**$ 0.00**
Total Operating Expenses	**$ 41,620.00**
Net Income from Operations excluding Asset Mgt Fees	**$ (41,620.00)**
Net Income / (Loss) from Operations	**$ (41,620.00)**

Non-Operating Expense	**901 AHB**
Interest Expense	
458000 Interest On Administrative And Sundry Notes	6,346.71
Total Interest Expense	**$ 6,346.71**
Total Non-Operating Expense	**$ 6,346.71**
Total Net Income / (Loss)	**$ (47,966.71)**

By: Jesusa Eva Yturralde

9/21/2023 12:13:14PM

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Balance Sheet - Detail

Grouped By Fund

Reporting for periods as of 06/30/2023

Assets	**901 AHB**
Cash & Equivalents	
111101 Checking Account	128,906.51
Total: Cash & Equivalents	**$ 128,906.51**
Total : Assets	**$ 128,906.51**

Liabilities and Net Assets	**901 AHB**
Liability	
A/P - Other	
211100 A/p Vendors & Contractors	6,242.50
211900 A/p Other	0.00
Total: A/P - Other	**$ 6,242.50**
Accrued Liabilities - Current	
213200 A/l Notes - Non-Hud	17,920.00
Total: Accrued Liabilities - Current	**$ 17,920.00**
Debt Obligations - Non Curren	
212601 N/P Project Notes - Non-Hud - Non Current	200,000.00
Total: Debt Obligations - Non Current	**$ 200,000.00**
Total Liability	**$ 224,162.50**
Equity	
Total Equity	**$ (95,255.99)**
Total : Liabilities and Net Assets	**$ 128,906.51**

By: Jesusa Eva Yturralde