



## MEMORANDUM

**Date:** September 24, 2018  
**To:** Housing Authority Commissioners  
**From:** Kate Goldfine, Administrative Services Officer  
**Subject:** **FY 2017/18 Quarter 4 Financial Report (Year End Summary)**

This memo provides a summary of total Housing Authority expenditures and funding sources for FY 2017/18 (July 1, 2017 – June 30, 2018).

**Expenditures**

Below please find a table showing approved budget, including carryover commitments from prior years; actual expenditures through June 30, 2018; committed funds, including carryover from prior years; and the dollar amount and percent of remaining budget.

	<u>\$ Approved Budget</u>	<u>Expended through 6/30/18</u>	<u>Committed Funds</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
<b>Administration / Overhead</b>	5,281,641	4,605,146	25,385	651,111	12%
<b>Housing Assistance Payments</b>	22,440,000	21,442,021	0	997,979	4%
<b>Loan Activity</b>	13,033,979	7,955,247	3,221,400	1,857,332	14%
<b>Subrecipient Funding</b>	442,601	442,601	0	0	0%
<b>Projects</b>	3,001,993	919,184	2,030,496	52,313	2%
<b>TOTAL</b>	<b>44,200,214</b>	<b>35,364,199</b>	<b>5,277,281</b>	<b>3,558,735</b>	<b>8%</b>

Administration / Overhead includes salaries, benefits, services and supplies for Housing and Community Services staff assigned to the Housing Authority, plus City-wide overhead for expenses such as building use, City Attorney and Finance Department support, and IT costs. The committed funds represent contracts with Disability Services and Legal Center for the Housing Accessibility Modification Program.

Housing Assistance Payments are rental subsidy paid directly to landlords for Housing Choice Voucher clients.

Loan Activity is loans to developers for affordable housing production, rehabilitation, conversion and preservation. The expenditures of approx. \$7.9M through 6/30/18 include funding to Papago Court Rehabilitation (\$1.3M); Crossing on Aston (\$3.2M); Benton Veteran's Village (\$1.0M); Lantana (\$1.3M); Harris Village (\$0.2M); CalHome Mobilehome loan program (\$0.5M); and Chelsea Gardens Rehabilitation (\$0.4M). Commitments of approx. \$3.2M include Crossing on Aston (\$0.4); Lantana (\$2.1M); and Apple Valley (\$0.7M).

Subrecipient funding includes Federal HOPWA funding committed to service provider Face to Face and local funding committed to Fair Housing Advocates of Northern California for federally-mandated fair housing services.

Projects include \$2.7M designated for affordable housing by the City Council as part of their Housing Action Plan. Of that, approximately \$0.7M has been expended for Harris Village (\$0.1M) and Benton Veteran's Village (\$0.6M); \$1.5M is committed to Harris Village (\$0.1M remaining); Benton Veteran's Village (\$0.3M remaining); and Acacia Village (\$1.1M); and \$0.5M was uncommitted from a project that could not proceed, and remains uncommitted. Other project expenses include \$0.2M of CDBG Public Services funding to the Homeless Service Center and Family Support Center operated by Catholic Charities.

**Funding Sources**

Below please find a table showing approved (expected) funding, including revenue and transfers; actual funding received through June 30, 2018; the dollar amount difference between approved and received funding; and the % of funding received through June 30, 2018.

	<b>\$ Approved Budget</b>	<b>Received through 6/30/18</b>	<b>\$ Difference (Under) /Over Budget</b>	<b>% Received through 6/30/18</b>
<b>Cost Recovery</b>	\$1,308,170	\$1,259,136	(\$49,034)	96%
<b>Federal Grants (CDBG, HOME, HOPWA)</b>	\$2,219,490	\$3,196,137	\$976,647	144%
<b>Property Rental</b>	\$8,164	\$10,875	\$2,711	133%
<b>Housing Impact Fee</b>	\$650,000	\$2,226,890	\$1,576,890	343%
<b>Compliance Monitoring Fees</b>	\$119,500	\$164,241	\$44,741	137%
<b>Loan Repayments</b>	\$67,000	\$550,515	\$483,515	822%
<b>Transfers In</b>	\$881,287	\$881,287	\$0	100%
<b>Federal Grants- HCV (including Port In)</b>	\$25,085,032	\$23,288,282	(\$1,796,750)	93%
<b>Other- HCV</b>	\$10,000	\$115,650	\$105,650	1157%
<b>Misc.</b>	\$0	\$119,165	\$119,165	0%
<b>TOTAL</b>	<b>\$30,348,643</b>	<b>\$31,812,178</b>	<b>\$1,463,535</b>	<b>105%</b>

Cost recovery is administrative expenses paid by the Housing Choice Voucher Program and Housing Trust. Expenditures were under budget in FY 2017/18, so the full amount did not need to be recovered.

Federal Grants (CDBG, HOME, and HOPWA) are utilized by the Housing Trust to provide loans to developers (CDBG and HOME) and a grant to Face to Face to provide services for persons living with HIV/AIDS and their families (HOPWA). The amount received in the table above is reimbursement for expenses that have occurred through June 30, 2018 and which utilized approximately \$977K of prior years' funding.

Property rental is the rent paid by the tenant in the Housing Authority-owned property at Brookwood Ave. The amount received is higher than budgeted because the tenant paid a portion of their FY 2018/19 rent in FY 2017/18.

The Housing Impact Fee is paid by housing developers for the impacts their development has on infrastructure and in-lieu of providing affordable housing in their market-rate housing developments.

Compliance monitoring fees were established by the Housing Authority in 2012 to recover costs related to monitoring regulatory agreements, housing allocation plan, bond compliance, Density Increase Program, and Mobilehome ordinance.

Loan repayments are received from borrowers who have received Housing Authority loans in prior years.

Transfers In represent City General Fund Real Property Transfer Tax allotted annually to the Housing Authority per City Council Policy 000-48.

Federal Grants-HCV (Housing Choice Vouchers) is the funding from HUD to administer the Housing Choice Voucher and Mod Rehab programs, including administrative allowance and rental subsidy for Santa Rosa clients and clients who port-in to Santa Rosa from other housing jurisdictions.

Other- Housing Choice Vouchers represents restitution reimbursements from clients who underpaid their portion of the rent and are required to make up these payments to the Housing Authority.

Misc. represents interest earned on the cash in the Housing Authority's funds as a portion of the City's larger pool of funds.