



MEMORANDUM

**Date:** February 25, 2019  
**To:** Housing Authority Commissioners  
**From:** Kate Goldfine, Administrative Services Officer  
**Subject:** FY 2018/19 Quarter 2 Financial Report

This memo provides a summary of total Housing Authority expenditures and funding sources for the second quarter of Fiscal Year 2018/19 (July 1, 2018 – December 31, 2018).

**Expenditures**

Below please find a table showing approved budget, including carryover commitments from prior years; actual expenditures through December 31, 2018; committed funds, including carryover from prior years; and the dollar amount and percent of remaining budget.

	<u>\$ Approved Budget</u>	<u>\$ Expended through 12/31/18</u>	<u>\$ Committed Funds</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
<b>Administration / Overhead</b>	5,671,454	2,413,322	34,858	3,223,274	57%
<b>Housing Assistance Payments</b>	24,271,800	11,649,468	0	12,622,332	52%
<b>Loan Activity</b>	7,983,933	973,750	4,887,739	2,122,444	27%
<b>Subrecipient Funding</b>	476,331	203,720	272,611	0	0%
<b>Projects</b>	3,775,402	560,053	3,173,135	42,214	1%
<b>TOTAL</b>	42,178,920	15,800,313	8,368,343	18,010,264	43%

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.

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. \$974K through 12/31/18 include Lantana (\$86K); the CalHome Mobilehome loan program (\$242K) and Apple Valley (\$645K). Commitments of just under \$4.9M include Lantana (\$2.0M); Crossing on Aston (\$0.3M); Papago Court (\$18K); Apple Valley (\$0.1M); Parkwood (\$2.4M) and Disability Legal Services (\$29K) for the Housing Accessibility Modification program.

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 and to Habitat for Humanity for the Aging in Place program.

Projects include \$2.0M of remaining funds designated for affordable housing by the City Council as part of their Housing Action Plan. Of that, approximately \$395K has been expended for Benton Veteran’s Village (\$254K, \$0 remaining) and Harris Village (\$142K, \$0 remaining). The remaining commitment is to Acacia Village (\$1.1M); and \$0.5M was uncommitted from a project that could not proceed and remains uncommitted. Other projects include \$0.2M of CDBG Public Services funding to the Homeless Service and Family Support Center operated by Catholic Charities; \$55K of Federal funding for Family Self Sufficiency Program incentives and HUD-VASH client security deposits; and \$1.4M for the Community Development Block Grant- Disaster Recovery consultant.

## FY 2018/19 Quarter 2 Financial Report

### Funding Sources

Below please find a table showing approved (expected) funding, including revenue and transfers; actual funding received through December 31, 2018; the dollar amount difference between approved and received funding; and the % of funding received through December 31, 2018.

	\$ Approved Budget	\$ Received through 12/31/18	\$ Difference (Under) /Over Budget	% Received through 12/31/18
<b>Cost Recovery</b>	1,468,864	671,047	(797,817)	46%
<b>Federal Grants (CDBG, HOME, HOPWA)</b>	4,402,964	722,517	(3,680,447)	16%
<b>Federal Grant (CDBG-DR)</b>	1,497,100	0	(1,497,100)	0%
<b>Property Rental</b>	8,922	2,214	(6,708)	25%
<b>Housing Impact Fee</b>	1,497,000	1,452,248	(44,752)	97%
<b>Compliance Monitoring Fees</b>	125,039	114,429	(10,610)	92%
<b>Loan Repayments</b>	65,000	494,445	429,445	761%
<b>State Grants</b>	0	162,246	162,246	-
<b>Transfers In</b>	749,000	749,000	0	100%
<b>Federal Grants- HCV (including Port In)</b>	27,094,596	12,798,559	(14,296,037)	47%
<b>Other- HCV</b>	10,000	82,594	72,594	826%
<b>Misc.</b>	0	20,976	20,976	0%
<b>TOTAL</b>	<b>36,918,485</b>	<b>17,270,275</b>	<b>(19,648,210)</b>	<b>47%</b>

Cost recovery is administrative expenses paid by the Housing Choice Voucher Program and Housing Trust.

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). Federal Grant (CDBG-DR) is Disaster Recovery funding expected from the Federal government. The funding is in the Housing Authority's CDBG fund however, it is controlled by the City.

Property rental is the rent paid by the tenant in the Housing Authority-owned property at Brookwood Ave.

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.

State Grants represent reimbursement from the State for expenses related to the CalHome Mobilehome loan program.

Transfers In represent City General Fund Real Property Transfer Tax allotted annually to the Housing Authority per City Council Policy 000-48 and is transferred from the City to the Housing Authority at the beginning of each fiscal year.

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- HCV 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.