SAN DIEGO HOUSING COMMISSION

HOUSING AUTHORITY REPORT

DATE ISSUED: December 20, 2011 **REPORT NO:** HAR12-002

ATTENTION: Members of the San Diego Housing Authority
For the Agenda of January 23, 2012

SUBJECT: Proposed FY2012 Fall Revision to the San Diego Housing Commission Budget

COUNCIL DISTRICT: Citywide

REQUESTED ACTION:
Approval by the San Diego Housing Authority for the Fiscal Year (FY) 2012 Fall Revision

STAFF RECOMMENDATION:
That the Housing Authority approve a 2 percent or $7,222,937 revision as outlined on Attachments 1-7 that will increase the FY 2012 Board approved budget from $324,451,138 to $331,674,075.

SUMMARY:
This proposed budget revision is comprised of two types of revisions: Carry-Over Revisions and Funding Adjustment Revisions. These revisions represent adjustments to the previously approved FY 2012 budget.

Carry-Over Revisions Carry-over funds are generated when revenues are received for expenditures to be spent over multiple future years. Carry-over revisions are due to adjusting the estimated amount to be carried over into the next fiscal year to the actual amounts carried over after the previous fiscal year is closed. The FY 2012 budget will be increased for $8,266,785 (2.5%) of carry-over revisions to reflect the Housing Commission's actual amount of carry-over funding available.

Funding Adjustment Revisions represent adjustments to estimated new and renewal funding from federal, state and local sources received after the FY 2012 budget was approved by the Board. These adjustments are necessary as final funding amounts often vary from original estimates made prior to budget approval. The FY 2012 budget will be decreased for $1,043,848 (0.32%) of funding adjustment revisions to reflect the Housing Commission's actual amount of funding available.

REVENUE REVISIONS
$7,222,937 in revenue revisions will increase the FY2012 Board approved revenue budget from $324,451,138 to $331,674,075 in total revenues.

There is $8,266,785 of carry-over in this revision. Carry-over revenues are used to fund expenses as originally approved by the Board in the prior year budget. Funding adjustments have been decreased $1,043,848 to reflect reduction in awards anticipated in the original budget.

Funding adjustment reductions of $1.0M are primarily due to reductions in funding from CDBG, HOME and HUD Capital Funds offset by increases in Section 8 funding, Redevelopment Agency Housing Enhancement Loan Program funds and a change in allocated office rental costs. For additional detail, see Attachment 1.

Changes in revenues due to funding adjustment revisions will change the funding available in the respective related programs by a proportionate amount.

The Housing Commission's revenues are derived from state, federal and local funding sources and budget revisions by funding source are summarized as follows:

Revenues	Current Budget	Proposed Revision	Proposed Budget	% of Change
San Diego Revenues	$ 83,303,720	$ 5,562,734	$ 88,866,454	7%
State Revenues	1,945,105	(247,806)	1,697,299	-13%
Federal Revenues	239,202,313	1,908,009	241,110,322	1%
Total Revenues	**$ 324,451,138**	**$ 7,222,937**	**$ 331,674,075**	**2%**

Revenue sources can further be classified as restricted and unrestricted funds. Detail schedules of revenues by funding restriction and funding source including explanations for revisions are included in Attachment 1.

EXPENSE/FUNDING USE REVISIONS

Revenue revisions will increase the FY 2012 Board approved expenditure budget from $324,451,138 to $331,674,075.

The following table summarizes the expenditure revisions by major activity:

Activity	Current Budget	Proposed Revision	Proposed Budget	Chg
Housing Services & Compliance	$ 173,200,896	$ 229,304	$ 173,430,200	0%
Real Estate	57,194,273	5,665,246	62,859,519	10%
Operations	19,957,848	601,647	20,559,495	3%
Reserves	38,706,186	4,226,545	42,932,731	11%
Capital	35,391,935	-3,499,805	31,892,130	-10%
Total	$ 324,451,138	$ 7,222,937	$ 331,674,075	2%

Revisions by activity are primarily due to increases in housing program expenses, program expenses reserved for expenditures in future periods offset by reductions in the Capital Budget due to spending of loan proceeds in the prior fiscal year. Additional detail of the proposed revisions by activity including explanations is presented in Attachment 2.

The following table summarizes the expenditure revisions by expenditure type:

Expenditures	Current Budget	Proposed Revision	Proposed Budget	Chg
Salaries & Benefits	$ 21,527,927	$ 334,651	$ 21,862,578	2%
Services & Supplies	15,261,074	-283,705	14,977,369	-2%
Housing Programs	213,564,016	6,445,251	220,009,267	3%
Reserves	38,706,186	4,226,545	42,932,731	11%
Capital	35,391,935	-3,499,805	31,892,130	-10%
Total	**$ 324,451,138**	**$ 7,222,937**	**$ 331,674,075**	**2%**

Expenditure increases of $7.2M are primarily due to increased expenditures for the Commission's housing programs, increases in reserves set aside for housing program expenses in future years and increased salaries and benefits. Additional detail of the proposed revisions by expenditure type is presented in detail in Attachment 3. Changes in salaries are due to staffing revisions and reclassifications. Staffing revisions consist of position transfers between activities with zero budget impact at the agency level. The Commission had twenty (20) staffing reclassifications resulting in a FY 2012 salary increase of $142,185. Of these staffing reclassifications, fifteen (15) positions were reclassified to reflect additional responsibilities and duties assigned; three (3) vacant positions were transferred to other activities and reclassified to align with needs in the new activities while two (2) positions had title changes that more accurately reflect the duties and responsibilities assigned. See Attachment 6 for additional detail by position and activity.

PREVIOUS COUNCIL and/or COMMITTEE ACTION:

On March 18, 2011, the Housing Commission approved the FY2012 budget in the amount of $320,520,988. The budget was presented to Housing Authority and approved on June 27, 2011. Subsequent budget revisions have increased the budget $3,930,150 bringing the current total to $324,451,138. See Attachment 7 for further detail.

ENVIRONMENTAL REVIEW:

This activity is not a "project" pursuant to Section 15060 (c) (3) of the State of California Environmental Quality Act guidelines. This activity is also exempt from the National Environmental Policy Act pursuant to 24 CFR 58.34 (a) (3).

Respectfully submitted,

Nicole DeBerg
Vice President of Financial Services &
Chief Financial Officer

Approved by,

Jennifer Adams-Brooks
Senior Vice President of
Administrative Services

FY 2012 Budget Revision Attachments:

1: Summary and Explanations of Restricted and Unrestricted Revenue Revisions
2: Expense Budget Revisions and Explanations by Activity
3: Expense Budget Revisions and Explanations by Expenditure Type
4: Detail Schedule of Agency Reserves
5: Capital Budget Revisions
6: Schedules of Salary and Benefits Revisions
7: Detail Schedule of FY 2012 Budget Revisions Approved

Hard copies are available for review during business hours in the main lobby of the San Diego Housing Commission offices at 1122 Broadway, San Diego, CA 92101 and at the Office of the San Diego City Clerk, 202 C Street, San Diego, CA 92101. You may also review complete docket materials on the San Diego Housing Commission website at www.sdhc.org.

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 1

SUMMARY OF RESTRICTED AND UNRESTRICTED REVENUE REVISIONS

The following chart details the $7,222,937 budget revision each major component of restricted and unrestricted revenue.

REVENUES	Current Budget	Proposed Revision	Proposed Budget	% of Change
Restricted Revenues				
Section 8	$189,708,915	$1,989,838	$191,698,753	1%
Other HUD & HHS	15,837,763	(100,483)	15,737,280	-1%
State	1,945,105	(247,806)	1,697,299	-13%
CDBG	2,026,613	(381,063)	1,645,550	-19%
Restricted Local	47,364,729	771,134	48,135,863	2%
Subtotal	**$256,883,125**	**$2,031,620**	**$258,914,745**	**1%**
Unrestricted Revenues				
Rental Rehabilitation	$8,791	$6,734	$15,525	77%
Local	17,022,294	1,853,818	18,876,112	11%
Affordable Housing Fund	2,261,948	5,385,284	7,647,232	238%
HOME	12,883,045	1,445,286	14,328,331	11%
Subtotal	**$32,176,078**	**$8,691,122**	**$40,867,200**	**27%**
Total Operating Revenues	$289,059,203	$10,722,742	$299,781,945	4%
Total Capital Fund Revenues	35,391,935	(3,499,805)	31,892,130	-10%
Total Proposed Revenues	**$324,451,138**	**$7,222,937**	**$331,674,075**	**2%**

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 1

EXPLANATION OF PROPOSED REVENUE REVISIONS

1. Restricted Revenues Proposed Revisions +$2,031,620

The following is an explanation of restricted revenues funding adjustments.

A. + $1,989,838

Increase in Section 8 funds is the result of

- $1.8M less income for rent to owners and administrative funds for the Section 8 Housing Choice Voucher (HCV) program, offset by $0.6M of additions in the Section 8 Veterans Administration Supportive Housing (VASH) and the HCV Family Self Sufficiency Coordinator programs
- $1.7M additional carryover due to less rent to owners expenses than anticipated in the Section 8 HCV program
- $1.5M more carryover of administrative fees than anticipated in the original budget due to lower costs in the Section 8 HCV program

B. -$100,483

Decrease in Other HUD & HHS is the result of

- $0.6M less carryover than anticipated in the original budget; $1.1M less in the Homeless Prevention and Rapid Re-housing (HPRP) grant is offset with $0.5M more carryover in the Lead Control grants and Neighborhood Stabilization Program (NSP)
- $0.4M additional income received from NSP principal and interest payments; public housing rental, investment and subsidy income; and adjustments to the new Capital and Emergency Shelter grants awarded
- $0.1M of Capital Fund 501-09RHF funds transferred from the Capital Budget to fund administrative costs for staff working on the Vista Verde rehabilitation project

C. - $247,806

Decrease in State funds is the result of

- $0.2M less carryover than anticipated in the original budget in Cal Home Program and Cal State Housing Trust Fund

- $34.7K reduction in the original budget to adjustment the budget to correct the State annuity and operating reserves; provide a provision for doubtful rent and add additional investment, rental and laundry income

D. -$381,063

Decrease in CDBG funds is the result of

- $0.5M less awarded by the City than requested; the decrease of $0.7M for the winter shelter was partially offset by the addition of $0.2M for the El Cortez Family shelter

- $0.1M increase in the CDBG Foreclosure fund is the addition of $0.1M of unspent funds from FY11 and the addition of $4.2K of investment income

E. +$771,134

Increase in Restricted Local Funds is

- $1.6M of new income including rental income, principal and interest payments, loan payoffs, in-lieu fees and investment income

- $0.5M in new awards in Redevelopment Agency Housing Enhancement Loan Program (HELP) funds

- $1.1M decrease in carryover due to higher expenses in FY11 than anticipated in the original budget in Property Management

- $0.3M decrease to provide for a provision for doubtful rent and transfer funds from the Capital budget to the operating budget for costs under the capitalization limit

2. Unrestricted Revenue Proposed Revisions + $8,691,120

The following is a detailed listing of unrestricted funding adjustments.

A. +$1,853,818

Increase in Local funds is the result of

- $1.6M of carryover due to lower expenses in FY11 than anticipated in the original budget in foreclosures and the

Smart Corner Offices

- $0.8M new income includes in-lieu fees; Smart Corner derivative adjustment; net operating income split from the Maya; fees earned and parking garage income. These increases are offset by the reduction in Smart Corner rental income due to the change in the per square foot charge on floors 3 -5 and the reduction in income to fund the prior year adjustments

- $0.5M revision transferring Maya net operating income from the operating budget to the capital budget to fund Maya improvements

B. +$5,385,284 Increase in Affordable Housing Funds is the result of

- $4.2M additional income primarily in HTF Linkage and Inclusionary Housing in-lieu fees

- $1.2M of carryover due to lower expenses in FY11 in HTF Linkage and Inclusionary Housing than anticipated in the original budget

C. +$1,445,286 Increase in HOME Program is the result of

- $2.0M of carryover due to lower expenses in FY11 than anticipated in the original budget

- $0.4M of program income from principal and interest payments, loan payoffs, recoverable grants and earned fees

- $1.0 decrease in new HOME program funds to reflect the actual award received from the Department of Housing and Urban Development (HUD)

A detailed explanation of the revenue changes in the Capital Budget is provided on Attachment 5.

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 2

EXPLANATION OF EXPENSE BUDGET BY ACTIVITY

Housing Services & Compliance

Rental Assistance

The $0.3M increase in Rental Assistance is the result of:

- $0.5M increase due to less program expenditures or commitments than planned on the Section 8 Voucher Program
- $0.2M decrease due to a change in office rental costs

Workforce & Economic Development

The $96.2K decrease in Workforce & Economic Development is primarily due to a change in office rental costs

Real Estate

Rental Housing Development

The $1.0M increase in Rental Housing Development is primarily a result of less expenditures or commitments for site acquisition and housing development for additional single room occupancy in-lieu fees for 16th & Market Apartments.

Rental Housing Finance

The $5.6M increase in Rental Housing Finance is the result of:

- $5.8M increase due to carryover of Inclusionary Housing program loans and grants
- $0.2M reduction in Salary & Benefits due to FY2012 proposed reorganization of staff to Board & Executive Functions

Homeownership

The $0.3M decrease in Homeownership is primarily due to HOME Program loans and grants having more expenditures or commitments than anticipated.

Housing Initiatives

The $1.1M decrease in Housing Initiatives is the result of:

- $1.4M decrease due to rent to owners expenditures or commitments less than anticipated
- $0.1M decrease in carry over for moving expenses more than anticipated
- $0.4M increase in Housing Trust Fund Linkage Fees loans and grants due to less expenditures or commitments than anticipated

Rehabilitation - Rental Housing

The $0.1M decrease in Rehabilitation - Rental Housing is primarily the result of a $0.1M decrease from

HUD Lead Control and Lead Demo loans and grants carryover.

Rehabilitation-Owner Occupied

The $0.5M increase in Rehabilitation-Owner Occupied is primarily due to Redevelopment and SEDC rehabilitation program loans and grants, new awards and carryover from FY2011.

Portfolio Management

The $26.0K increase in Portfolio Management is the result of $109.4K increase in Salary & Benefits and a $82.4K decrease in direct hire due to the proposed reorganization of staff from Rental Housing Department.

Property Management

The addition of $57.8K is primarily due to Courtyard Apartments, higher than anticipated insurance premiums.

Property Management – Routine Maintenance

The $12.7K increase reflects an allocation of the approved increase in employee flexible spending to all activities due to the negotiated agreement.

Portfolio Servicing

The $147.1K decrease is primarily due to a reduction in site acquisition costs

Operations

Board & Executive Functions

The $173.2K decrease in Board & Executive Functions is primarily due to:

- $152.6K decrease in Salaries & Benefits, due to the proposed staff reorganization for FY 2012
- $27.4K decrease due to a change in office rental costs

Support Services

$150K of the $723.8K increase in Support Services is due to an increase in Smart Corner loan refinancing consulting fees and the remainder is primarily due to the staffing revisions and reclassifications out lined in Attachment 6.

Community Relations & Communication

The $51.3K increase is due to two positions that were reclassified to reflect additional responsibilities and duties; Communication Writer/Website Coordinator to New Media Writer and Office Assistant II to Multimedia Design.

Reserves

Reserves

The overall increase to Reserves is $4.2M. Program Reserves includes an increase of $4.0M and Unobligated Reserves includes an increase of $204K. Each of these changes is explained below.

The $4.0M increase in Program Reserves is due to

- $2.3M of administrative and program carryover from FY2011
- $1.6M of income primarily from administrative fees and property management rental income

The $204K increase in Unobligated Reserves is due to the receipt of new and carry-over income in excess of budgeted expenditures.

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 3

EXPENSE BUDGET REVISIONS BY EXPENDITURE TYPE

	Current FY12 Budget	Proposed FY12 Revision	Revised FY12 Budget	% of Chg Rev/Curr
Number of Staff Positions	**268.50**	**0.00**	**268.50**	**0%**
Expenditures				
1 Salaries & Benefits	**$ 21,527,927**	**$ 334,651**	**$ 21,862,578**	**2%**
Services & Supplies				
2 Legal	1,053,715	(2,909)	1,050,806	0%
3 Training	263,612	(4,549)	259,063	-2%
4 Travel	225,567	(1,762)	223,805	-1%
5 Audit	156,000	0	156,000	0%
6 Contract/Consultant	4,842,615	400,100	5,242,715	8%
7 Office & Building Rent	3,128,800	(633,079)	2,495,721	-20%
8 Sundry	2,376,789	(78,297)	2,298,492	-3%
9 Management Fees	1,732,633	0	1,732,633	0%
10 Insurance	568,804	36,791	605,595	6%
11 Office Equipment	912,539	0	912,539	0%
Total Services & Supplies	**15,261,074**	**(283,705)**	**14,977,369**	**-2%**
Housing Programs				
11 Workforce & Economic Development	1,068,399	(37,260)	1,031,139	-3%
12 Maintenance Expenses	3,380,810	0	3,380,810	0%
13 Utilities	2,737,970	0	2,737,970	0%
14 PILOT & Property Taxes	88,799	0	88,799	0%
15 Collection Loss	310,325	0	310,325	0%
16 Mortgage Payments	16,197,226	0	16,197,226	0%
17 Protective Services	553,526	0	553,526	0%
18 Rent to Owners	166,568,133	(925,817)	165,642,316	-1%
19 Loans & Grants	20,528,553	6,428,284	26,956,837	31%
20 Relocation	182,500	32,511	215,011	18%
21 Site Acquisition & Housing Development	1,527,360	962,033	2,489,393	63%
22 Extraordinary Maintenance	217,475	4,000	221,475	2%
23 Dwelling Equipment	202,940	(18,500)	184,440	-9%
Total Housing Programs	**213,564,016**	**6,445,251**	**220,009,267**	**3%**
Program, Contingency & Unobligated Reserves	**38,706,186**	**4,226,545**	**42,932,731**	**11%**
Sub-Total Operating Expense Budget	**289,059,203**	**10,722,742**	**299,781,945**	**4%**
Capital Budget	**35,391,935**	**(3,499,805)**	**31,892,130**	**-10%**
Total Budget	**$ 324,451,138**	**$ 7,222,937**	**$ 331,674,075**	**2%**

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 3

EXPLANTIONS OF EXPENSE BUDGET REVISIONS BY EXPENDITURE TYPE

The following is a detailed listing of the $7,222,937 of expenditure adjustments.

1. +$334,651 Salaries & Benefits - Increase mainly due to $192.4K flex benefit increase, and $142.2K increase due to reclassifications.

2. +$400,100 Contract/Consultant - Increase mainly due to $150.0K Smart Corner office building refinance consultants, and $200.0K for outreach, education, marketing & media.

3. -$633,079 Office & Building Rent -Decrease of $633.1K due to the square foot rent calculation being reduced from $3.15/sq ft to $2.33/sq ft for office rent.

4. -$78,297 Sundry -Decrease mainly due to $60.0K HPRP sundry less than planned.

5. +36,791 Insurance -Increase mainly due to $43.2K increase in insurance premiums.

6. -$37,260 Workforce & Economic Development - Decrease mainly due to $65.4K AFI less than planned, with an offset of from $28.1K Youth Individual Accounts being greater than planned.

7. -$925,817 Rent to Owners - Decrease mainly due to being awarded $2,608.2K less than anticipated on the Section 8 Voucher grant program, with an offset of $1,066.5K from the Crandall Apt. award program opt out.

8. +$6,428,284 Loans & Grants - Increase mainly due to $3,792.4K Inclusionary Housing, $1,642.4K HOME Program, and $1,163,7K HTF Linkage.

9. +$32,511 Relocation - Increase of $32.5K due to HUD Lead Demo costs higher than planned.

10. +$962,033 Site Acquisition & Housing Development - Increase mainly due to $1,100.0K Single Room In Lieu Fees for 16th and Market St.

11. -$18,000 Dwelling Equipment - Decrease due to $18.5K - HUD Lead equipment less than planned.

12. +$4,226,543 Program, Contingency & Unobligated Reserves - Increase mainly due to expenses less than planned as described above.

13. -$3,499,805 Capital Budget - Decrease mainly due to $1,210.5K Mariners Village ADA Rehabilitation funds committed, $1,074.9K Loan Proceeds , $500.0K Hotel Stanford, $245.6 State Sites, and $236.1K actual awards less than planned, and Vista Verde admin being included in capital in original budget.

SAN DIEGO HOUSING COMMISSION

PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 4

DETAILED SCHEDULE OF AGENCY RESERVES

Type of Reserve	FY12 Proposed Use	FY12 Current	Fall Revision	FY12 Proposed
I Program Reserves				
The Program Reserves provide for future personnel, services and supplies or housing expenditures on specific housing programs. These funds are generally restricted and must be used in support of each program or returned to the funding source. This reserve also includes a sinking fund for the future purchase of State units.				
AFI Federal	Administration for future years	$ -	$ 9,000	$ 9,000
Cal Home Program	Administration for future years	0	86,798	86,798
Capital Funds	Administration for future years	0	248,270	248,270
Condo Conversion	Administration for future years	0	5,237	5,237
Healthy Homes Grant	Administration for future years	326,768	0	326,768
HOME Program	Administration for future years	0	100,926	100,926
Emergency Shelter Grant	Administration for future years	34,750	(1,681)	33,069
HTF CDBG	Administration for future years	0	18,359	18,359
HTF Linkage	Administration for future years	0	29,203	29,203
HTF Redevelopment Agency	Administration for future years	0	1,694	1,694
HTF Transfer Occupancy Tax Fund	Administration for future years	0	991	991
Inclusionary Housing	Administration for future years	0	253,220	253,220
Lead Hazard Control Grant	Administration for future years	792,608	71,107	863,715
Neighborhood Stabilization Program	Administration for future years	438,758	116,429	555,187
North County Future Urbanizing Area	Administration for future years	0	2,555	2,555
Property Mgmt - City Properties	Administration for future years	0	974	974
Property Mgmt - Courtyard Apts.	Administration & Program for future years	0	37,135	37,135
Property Mgmt - Hotel Sandford	Administration & Program for future years	0	57,170	57,170
Property Mgmt - Mariner's Village	Administration & Program for future years	2,390,526	260,681	2,651,207
Property Mgmt - Maya Apartments	Administration & Program for future years	490,855	3,234	494,089
Property Mgmt - Parker Keir	Administration & Program for future years	181,637	(19,524)	162,113
Property Mgmt - SDHC Local Units	Administration & Program for future years	816,600	0	816,600
Property Mgmt - State Rental	Administration & Program for future years	21,772	169,535	191,307
Property Mgmt - State Rental Local Funds	Provide Sinking Fund for State Units	2,600,000	0	2,600,000
Property Mgmt - University Canyon Management	Administration & Program for future years	5,561,252	123,109	5,684,361
Public Housing - Management/AMPS	Administration & Program for future years	3,280,370	154,941	3,435,311
Redevelopment Agency - CCDC Homeownership	Administration for future years	141	1,919	2,060
Redevelopment Agency - City Heights Redevelopment	Administration for future years	69,670	174,430	244,100
Redevelopment Agency - College Grove	Administration for future years	13,056	49,215	62,271
Redevelopment Agency - Crossroads	Administration for future years	34,609	95,398	130,007
Redevelopment Agency - Grantville	Administration for future years	6,639	9,065	15,704
Redevelopment Agency - Linda Vista	Administration for future years	3,000	26,729	29,729
Redevelopment Agency - North Park	Administration for future years	65,608	90,400	156,008
Redevelopment Agency - San Ysidro	Administration for future years	1,235	40,238	41,473
Redevelopment Agency - SEDC Central Imperial	Administration for future years	44	4,310	4,354
Redevelopment Agency - SEDC Market Street Redev.	Administration for future years	0	4,129	4,129
Redevelopment Agency - SEDC Mt Hope Rehabilitation	Administration for future years	12,286	64,515	76,801
Redevelopment Agency - SEDC Southcrest	Administration for future years	18	22,927	22,945
Rental Rehabilitation	Program for future years	8,791	6,734	15,525
Section 8 - HCV FSS Coordinator	Administration for future years	0	201,798	201,798
Section 8 - Local Funds	Provide Section 8 Support	1,900,000	0	1,900,000
Section 8 Surplus Admin Fees	Administration for future years	5,462,353	1,414,592	6,876,945
Shelter Plus Care	Administration for future years	38,418	68,914	107,332
State REO	Program for future years	26,361	209	26,570
United Way Financial Education	Administration for future years	0	16,845	16,845
Youth Individual Dev	Administration for future years	0	770	770
	Subtotal	24,578,125	4,022,500	28,600,625
II Contingency Reserves				
The Contingency Reserves include amounts to provide for potential litigation, uninsured losses, building reserves, and the affordable housing development reserves. The unexpended Contingency Reserves will be re-budgeted in the following year.				
Local Funds	Provide for potential litigation	300,000	0	300,000
Local Funds	Provide for uninsured losses	300,000	0	300,000
Local Funds	Provide for office facility	2,000,000	0	2,000,000
Local Funds	SDHC local units	5,000,000	0	5,000,000
Local Funds	Provide for performance based incentives	578,779	0	578,779
	Subtotal	8,178,779	0	8,178,779
III Unobligated Reserves				
The Unobligated Reserves include amounts that are available for any unanticipated housing purpose.				
Local Funds	Unanticipated Needs	5,949,282	204,045	6,153,327
	Total Program, Contingency & Unobligated Reserves	**$ 38,706,186**	**$ 4,226,545**	**$ 42,932,731**

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 5

CAPITAL BUDGET REVISIONS

Project	Fund	Current FY 12 Budget	Proposed FY 12 Revision	Revised FY 12 Budget	Explanation
Capital Improvements					
Maya Apts	Maya Apts & Local Funds	$ 1,410,424	$ -	$ 1,410,424	
Maya Apts - Noise Attenuation	Maya Apts	1,230,093	0	1,230,093	
Public Housing University Canyon	Capital Funds 501-09	26,386	(26,386)	0	Project completed in FY2011
Public Housing University Canyon	Capital Funds 501-10	26,131	0	26,131	
Public Housing University Canyon	Capital Funds 501-11	27,938	(5,823)	22,115	Adjusted to reflect actual HUD award
Public Housing Vista Verde	Capital Funds 501-11	31,050	(31,050)	0	Funds not awarded
SDHC Local Units - Non-critical repairs & relocation	SDHC Local Units	1,514,650	0	1,514,650	
University Canyon	University Canyon	4,000	(4,000)	0	Transfer to operating budget
		4,270,672	(67,259)	4,203,413	
Rehabilitation					
Hotel Sandford	CDBG Citywide FY2012	500,000	(500,000)	0	City did not award CDBG funds for this project
State Site Picador	CDBG Citywide FY2012	1,116,616	115,262	1,231,878	City awarded additional CDBG funds for this project
State Sites Picador & Scattered (A&E)	Capital Fund RHF 501-10	1,935,182	0	1,935,182	
		3,551,798	(384,738)	3,167,060	
Housing Development/Acquisition					
Project to be determined	Capital Fund 501-07	261,126	0	261,126	
Project to be determined	Capital Fund 502-07	697,499	(123,088)	574,411	Transfer of admin funding to operating reserves
Project to be determined	HUD Development	20,803	446	21,249	Interest income earned in FY11
Project to be determined	Inclusionary Housing	565,824	0	565,824	
Project to be determined	Loan Proceeds	11,657,111	(2,285,443)	9,371,668	Adjusted to actual uncommitted carryover
Project to be determined	PH Reserves & Repositioning Fees	10,196,312	0	10,196,312	
Project to be determined	Section 8 Voucher Move to Work	1,500,000	0	1,500,000	
Public Housing - Picador & Scattered	Capital Fund RHF 501-09	498,143	(236,075)	262,068	Transferred admin funding for staff working on Vista Verde rehabilitation
Public Housing - Picador & Scattered	Capital Fund RHF 501-11	1,900,000	(245,589)	1,654,411	Adjusted to reflect actual HUD award
		27,296,818	(2,889,749)	24,407,069	
Tenant Improvements					
Courtyard - PM Offices TI and FF&E	SDHC Local Units	272,647	(158,059)	114,588	Adjusted to actual uncommitted carryover
		272,647	(158,059)	114,588	
Total Proposed Capital Budget		**$ 35,391,935**	**$ (3,499,805)**	**$ 31,892,130**	

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 BUDGET REVISION

ATTACHMENT 6

SUMMARY OF PERSONNEL REVISIONS

Activities	Reorganization	Cost of Transferring Positions	Cost of Reclassifications	Flex Benefit Increase	Total Change
Housing Services & Compliance	**0**	**0**	**57,883**	**85,910**	**143,793**
Rental Assistance			50,389	69,489	119,878
Workforce & Economic Development			7,494	12,796	20,290
Compliance Monitoring				3,625	3,625
Real Estate	**(230,907)**	**(205,763)**	**5,039**	**61,082**	**(370,549)**
Rental Housing Development	(109,397)		2,842	3,806	(102,749)
Rental Housing Finance	(230,907)			2,356	(228,551)
Homeownership				2,284	2,284
Housing Innovations				6,525	6,525
Rehabilitation		(205,763)	2,197	8,736	(194,830)
Portfolio Management	109,397			1,450	110,847
Property Management				15,189	15,189
Routine Maintenance				12,688	12,688
Construction Services				4,350	4,350
Portfolio Servicing				3,698	3,698
Operations	**230,907**	**205,763**	**79,263**	**45,474**	**561,407**
Board & Executive Functions	**(157,732)**	**0**	**6,986**	**7,541**	**(143,205)**
Board & Executive Functions	(157,732)		5,181	6,743	(145,808)
Reinvestment Task Force			1,805	798	2,603
Support Services	**388,639**	**205,763**	**13,829**	**35,033**	**643,264**
Human Resources	139,642			3,843	143,485
Information Technology		154,024	(11,147)	7,250	150,127
Organizational Training & Development	(51,784)			943	(50,841)
Procurement & Grant Administration	300,781			7,975	308,756
Financial Services		51,739	24,976	13,753	90,468
Facilities Management (Office & Garage)				1,269	1,269
Community Relations & Communications			**58,448**	**2,900**	**61,348**
Total Salaries & Benefits Change	**0**	**0**	**142,185**	**192,466**	**334,651**

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 FALL BUDGET REVISION

ATTACHMENT 6

SCHEDULE OF STAFFING RECLASSIFICATIONS

Transfers and Reclassifications:

	Proposed Cost	Current Classification	Proposed Classification	Activity	Explanation
1	$ (8,816)	Housing Construction Supervisor	Information Technology Manager	Rehabilitation to Information Technology	New IT Hardware Specialist
2	(6,912)	Housing Construction Supervisor	Developer/Database Administrator	Rehabilitation to Information Technology	Develop intergrated IT Systems Agencywide
3	21,692	Senior Administrative Assistant	Business Analyst	Rehabilitation to Financial Services	New Financial Planning Business Analyst
	5,964				

Reclassifications:

		Current Classification	Proposed Classification	Activity	Explanation
4	$ 24,404	Vice President	Senior Vice President	Rental Assistance & Workforce & Econ. Dev.	Additional Responsibilities & Programs
		Vice President	Senior Vice President	Real Estate & Housing Initiatives Team	Additional Responsibilities and Program
5	27,557	Housing Assistant II	Director of Housing Choice Voucher Operations	Rental Assistance	Direct MTW Initiatives
6	-	Housing Assistant II	Senior Housing Assistant	Rental Assistance	Additional Work Duties
7	2,088	Housing Assistant II	Senior Housing Assistant	Rental Assistance	Additional Work Duties
8	3,834	Workforce & Economic Development Manager	Director of Workforce & Economic Development	Workforce & Economic Development	Additional Work Duties
9	1,805	Program Analyst	Senior Program Analyst	Reinvestment Task Force	Work Aligned with Classification
10	11,202	Communications Writer/Website Coordinator	New Media Writer	Community Relations & Communications	New for External Media Communication
11	47,246	Office Assistant II	Multimedia Designer	Community Relations & Communications	New for Community Outreach
12	3,284	Accountant	Senior Accountant	Financial Services	Additional Work Duties to Include Supervision
13	-	Senior Information Technology Analyst	Principal Information Technology Analyst	Information Technology	Additional Work Duties to Include Supervision
14	4,581	Senior Information Technology Analyst	Information Technology Project Manager	Information Technology	New Work Duties and Responsibilities
15	2,197	Senior Administrative Assistant	Housing Specialist	Rehabilitation	Work Duties Aligned with Classification
16	-	Senior Office Assistant	Senior Administrative Assistant	Property Management	Work Duties Aligned with Classification
17	2,842	Assistance Real Estate Manager	Real Estate Manager	Rental Housing Development	Work Duties Aligned with Classification
18	5,181	Executive Assistant to President & CEO	Executive Assistant to President & CEO	Board & Executive Functions	Additional Work Duties
19	-	Project Manager	Real Estate Manager	Portfolio Management	Additional Work Duties
20	-	Dockett Coordinator	Legislative Coordinator	Board & Executive Functions	Name change only
	136,221				
	$ 142,185	Total Proposed Cost			

SAN DIEGO HOUSING COMMISSION
PROPOSED FISCAL YEAR 2012 FALL BUDGET REVISION

ATTACHMENT 6

SCHEDULE OF STAFFING TRANSFERS

Budgeted Title	Board & Executive Functions	Human Resources	Organizationa Development & Training	Procurement & Grant Administratio	Rental Housing Finance	Rental Housing Development	Portfolio Management	Total Change by Agency
Vice President	$ -	$ 85,408	$ (42,704)	$ (42,704)	$ -	$ -	$ -	$ -
Director	(70,896)	35,448	35,448					-
Director	(128,584)			128,584				-
Director	130,989				(130,989)			-
Project Manager						(109,397)	109,397	-
Senior Program Analyst	(97,763)			97,763				-
Senior Program Analyst	(91,396)			91,396				-
Senior Program Analyst	99,918				(99,918)			-
Senior Administrative Assistant		21,995	(18,852)	(3,143)				-
Senior Administrative Assistant		(3,209)	(25,676)	28,885				-
Total Change by Activity	**$ (157,732)**	**$ 139,642**	**$ (51,784)**	**$ 300,781**	**$ (230,907)**	**$ (109,397)**	**$ 109,397**	**$ -**

DETAIL SCHEDULE OF FY2012 BUDGET REVISIONS APPROVED

DATE OF REVISION	CHANGE TO THE FY12 BUDGET	APPROVING AUTHORITY	COMMENTS:
	$ 320,520,988		Approved Original Budget.
06/06/11	0	Housing Authority (HAR 11-032)	Transfer $500,000 SDHC Local Funds from Reserves to Housing Innovations loans and grants to provide funding for the Neil Good Day Center.
08/15/11	0	President & CEO	Transfer $67,084 SDHC Local Funds from Reserves to Property Management for the contract with Community Interfaith Services to provide senior and disabled services.
08/15/11	0	President & CEO	Transfer $5,000 SDHC Local Funds from Reserves to Property Management for resident transportation.
08/22/11	20,000	President & CEO	Add $20,000 Assets for Independence grant to Workforce & Economic Development and transfer $3,000 of Section 8 Voucher funds from salaries and benefits to reserves.
08/22/11	(68,000)	President & CEO	Remove $60,000 CDBG Citywide funds and $8,000 County CDBG RTF funds from Reinvestment Task Force due to award decrease and transfer Discretionary funds from reserves to RTF to replace lost funds .
08/23/11	0	President & CEO	Transfer $28,728 Section 8 Voucher funds from reserves to Procurement and Grant Administration for a direct hire program analyst for six months.
08/29/11	0	President & CEO	Transfer $41,000 Section 8 Voucher funds from reserves to Workforce & Economic Development for restructuring consulting services from Lean Firm, Inc.
08/29/11	0	President & CEO	LISC grant funds cannot be used to fund indirect costs; transferred $13,500 of Section 8 Voucher to fund the indirect costs and transferred all LISC funds into the Workforce and Economic Development program budget.
08/31/11	0	President & CEO	Transferred Courtyard Apts. funds from the capital budget to fund operating expenses and used San Diego Local Units funds to fund the planned tenant improvement in the capital budget.
08/29/11	0	Housing Commission (HCR 11-122)	Transfer $250,000 SDHC Local Funds from Reserves to Board & Executive Functions, for use as leverage for the HUD Community Challenge grant application.
08/29/11	0	Housing Commission (HCR 11-123)	Transfer $250,000 SDHC Local Funds from Reserves to Housing Innovations department, for use as leverage for the HUD Community Challenge grant application.
08/30/11	0	President & CEO	Transfer $11,532 Discretionary Funds from Reserves to Portfolio Servicing, Homeownership, and Rehab Owner Occupied to provide two months of training for a retiring Sr. Administrative Assistant's replacement.
03/01/11	2,941,161	Housing Authority (HAR 10-125)	Add $2,941,161 Federal Funding for Lead-Based Paint Hazard Control Program Grant to Rehab Rental Housing, Rehab Owner Occupied and Reserves.
03/01/11	886,989	Housing Authority (HAR 10-063)	Add $886,989 Federal Funding for Healthy Homes Program Grant to Rehab Rental Housing, Rehab Owner Occupied and Reserves.
09/30/11	150,000	Housing Commission (HCR 11-071)	Add $150,000 Federal Funding for the Assets for Independence Program, to the Workforce & Economic Development activity.
	$ 324,451,138		