

2019-2020 Operating Budget
Housing Authority Funds 400 to 420

	Actual 2016-17	Actual 2017-18	Budget 2018-19	Estimate 2018-19	Requested 2019-20	Approved 2019-20	Adopted 2019-20
Service Programs							
Section 8 Vouchers	25,895,439	28,215,643	26,967,576	27,691,469	29,588,470	-	-
Low-Rent Public Housing	2,044,751	1,711,855	2,034,919	1,679,694	1,990,251	-	-
USDA Kaybern Terrace	78,554	73,316	78,654	83,778	88,674	-	-
Local Fund	487,857	656,341	896,400	1,005,491	3,840,785	-	-
Affordable Housing	4,544,016	5,113,412	4,491,790	5,077,232	5,292,027	-	-
Aloha Park	531,869	481,082	523,154	508,711	523,948	-	-
Total Expenditures	33,582,486	36,251,649	34,992,493	36,046,375	41,324,155	-	-
Funding Sources							
Departmental Revenue	36,435,076	39,167,464	36,900,628	38,879,309	39,952,645	-	-
Unrestricted Reserves	-	-	-	-	3,000,000	-	-
Cash Flow	2,852,590	2,915,815	1,908,135	2,832,934	1,628,490	-	-

Purpose Statement:

The mission of the Housing Authority of Washington County is to provide decent, safe and affordable housing for low-income persons within a financially sound framework. The housing must provide a living environment, which enables residents to live with dignity. Residents must be responsible and able to live independently, or if dependent, with adequate support from family, friends or human service providers.

Service Program Description:

- Section 8 Housing Vouchers:** Provides rental subsidies to low-income tenants. HUD provides funding for 2,706 Housing Choice Vouchers, 167 VASH (Veteran’s Assistance) Vouchers and 45 Mainstream Vouchers.
- Low Rent Public Housing:** Operating and capital improvement costs for 244 HUD-subsidized housing units owned by the Housing Authority.
- USDA Kaybern Terrace:** Rural Development provides loan and rental subsidies to the Authority for housing low and moderate income elderly or disabled renters. The Authority has 12 units under this program, of which six units are subsidized by Rural Development.
- Local Fund Programs:** Five units of Specialty Housing for developmentally disabled persons, three rental units acquired with federal NSP (Neighborhood Stabilization Program) funds, five units from County tax foreclosures, and revenues and costs associated with the Housing Authority's property partnerships with nonprofits and other providers of low-income housing in the community. Local fund expenditures also include the Department of Health and Human Services-funded Health Profession Opportunity Grant.
- Affordable Housing:** This program preserves the supply of affordable housing by developing, acquiring, rehabilitating, and operating existing housing units that are available for purchase. Three units, formerly Transitional Housing, are made available to Washington County Department of Community Corrections. Ten multi-unit complexes provide affordable housing to 521 families.
- Aloha Park:** 80-unit complex with an assessed property tax value of \$2.4 million, acquired during FY2011 for \$1.00.

Housing Authority of Washington County

FY2019-20 Budget

Explanatory Notes

In this narrative, FY18 is the budget year 7/1/17-6/30/18, FY19 is the budget year 7/1/18-6/30/19, and FY20 is the budget year 7/1/19-6/30/20. CY18 is calendar year 2018, CY19 is calendar year 2019 and CY20 is calendar year 2020.

I. ANALYSIS OF CASH FLOW FROM OPERATIONS

TOTAL HOUSING AUTHORITY (page 5 - 6)

The Housing Authority has had some significant achievements in the past year. On the development side, we saw continued progress on Willow Creek Crossing, a 120-unit affordable housing project in Hillsboro and the Fields Apartments, a 264-unit affordable housing project in Tigard, which began construction in August 2018. These affordable housing projects will serve families earning less than 60% family median income. The Authority also partners with Washington County to manage the Metro Affordable Housing Bond Program, approved by Metro-area voters in November 2018 to create affordable homes for seniors, veterans, people with disabilities and working families.

Several challenges the Authority has experienced in the past years will continue in FY20. Reductions in the Federal funding for the Section 8 Program administration, beginning in calendar year 2011 has not been restored to prior 2011 levels. In the Public Housing Program, Operating Subsidies will decline due to a recalculation by HUD of the baseline rents used to arrive at the subsidy.

As a result of the achievements noted above, and in spite of the other factors, the Authority is pleased to present a budget that has a positive cash flow from operations:

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$2,313,280	\$1,464,982	\$2,106,390	\$944,979

HOUSING AUTHORITY PROGRAMS:

HOUSING CHOICE VOUCHER PROGRAM (page 7-8)

The Section 8 Housing Choice Voucher Program provides housing assistance payment funding for up to 2,706 families, 167 veterans (Veterans Affairs Supportive Housing Vouchers), and 45 Mainstream Vouchers (awarded in November 2018), through payments to landlords of some or all of the monthly rent, and payment to some tenants for utility costs. Funding for administration of the Section 8 program is based on the number of units being assisted and funding per unit proration has reduced to a five-year average 80% during calendar year 2014 to 2018. FY20 Operating Revenue assumes 80% administration fee proration and 92% of voucher utilization level due to lease-up challenges resulting from Washington County's tight rental market and rising voucher costs. Revenue also includes \$123,528 Family Self-Sufficiency (FSS) program funding. The negative cash flow from operations is due to additional staff added to manage additional VASH and Mainstream Vouchers awarded in the past few years. Management is assessing the program workflow, streamlining process and managing operating costs.

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$104,991	\$12,134	(\$4,540)	(\$277,286)

Housing Authority of Washington County FY2019-20 Budget Explanatory Notes

LOW RENT PUBLIC HOUSING PROGRAM (page 9-10)

The Low Rent Public Housing program provides housing for low- and very low-income families in an Authority-owned housing portfolio. HUD provides rental subsidies for all or part of the rent. The Public Housing budget reflects reduction in subsidy, and a reallocation in Capital Fund between operations and capitalized modernization for overdue deferred maintenance items.

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$157,905	\$105,809	\$507,884	\$90,367

KAYBERN TERRACE PROPERTY (page 11-12)

Kaybern Terrace is a complex of twelve units for senior and disabled persons in North Plains. Six of the units receive rental subsidy from the USDA. The property is now operating at breakeven.

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$13,469	\$11,718	\$3,555	\$1,657

ALOHA PARK PROPERTY (page 13-14)

Cash flow from Aloha Park is restricted to the property. Because of the restricted cash flow, this property was refinance through a HUD FHA 223(f) multi-family loan in August 2014; refinance cash flow was available to the Authority as unrestricted cash. This property is anticipated to operate at breakeven.

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$55,989	\$3,979	\$41,231	\$31,494

LOCAL FUND (page 15-16)

Local Fund revenue is comprised of annual management fees from conduit bond issues and other partners, rent from small, non-bond-financed properties, and revenues from a US Department of Health and Human Services Health Careers NW Grant (HPOG-Health Profession Opportunity Grants). The Authority has two specialty housing properties that are funded in part by the State of Oregon, three houses acquired with Neighborhood Stabilization funds, and five residential properties donated by the County. The properties operate at breakeven. The Health Careers NW Grant will provide robust health care industry training to low-income job seekers. The total award is expected to be approximately \$12M over the five-year timeframe beginning Sept of 2016, with funding awarded annually based on program outcomes.

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$1,782,004	\$913,243	\$1,584,792	\$1,103,392

**Housing Authority of Washington County
FY2019-20 Budget
Explanatory Notes**

AFFORDABLE HOUSING PROPERTIES (page 17-18)

The Affordable Housing program consists of 521 housing units in 10 multifamily properties that were purchased through bond issues and 3 single family houses designated as transitional houses. In 2010, the bonds were refunded by a new Full Faith and Credit bond issue by Washington County. The Authority is responsible to service the new debt. Cost controls in the program have been successful in increasing the cash flow to provide funding for bond reserves which is now fully funded. However, the increase of rental income has been not able to catch up on the increase of operating, repair and maintenance costs, major capital improvements are overdue which increases repair and maintenance costs. \$1M cash flow generated from the conduit bond development fees are budgeted to provide funding for overdue capital upgrades and property preservation.

	FY18 Actual	FY19 Budget	FY19 Estimate	FY20 Budget
Cash Flow from Operations	\$198,923	\$418,099	(\$26,532)	(\$4,645)

II. NET ASSET BALANCES

Because net asset balances for Housing Choice Voucher, Public Housing, Kaybern Terrace, and Aloha Park cannot be used outside those programs, an analysis of Net Asset balances for the Authority as a whole is not meaningful. Here is each relevant program or grouping of programs:

HOUSING CHOICE VOUCHER PROGRAM (bottom of page 8)

Unrestricted Net Assets are projected to be \$754,820 and \$662,382 for 6/30/19 and 6/30/20 respectively.

The restricted cash flow activity is Housing Assistance receipts from HUD less payments to landlords. The net restricted asset balance is held by HUD and released to the Authority as needed.

LOW RENT PUBLIC HOUSING PROGRAM (bottom of page 10)

The unrestricted net asset balance in this program will be \$1,706,537 and \$1,882,523 at 6/30/19 and 6/30/20 respectively. This balance cannot be used for non-Public Housing programs.

KAYBERN TERRACE PROPERTY (bottom of page 12)

The unrestricted net asset balance for Kaybern is projected to be \$93,263 and \$96,921 at 6/30/19 and 6/30/20 respectively.

The restricted net asset balance is a required replacement reserve.

ALOHA PARK PROPERTY (bottom of page 14)

The unrestricted net asset balance is projected to be \$31,765 and \$27,259 at 6/30/19 and 6/30/20 respectively.

The restricted net asset balance is a required replacement reserve.

**Housing Authority of Washington County
FY2019-20 Budget
Explanatory Notes**

LOCAL FUND (bottom of page 16)

The unrestricted net asset balance is projected to be \$9,999,946 and \$7,185,504 at 6/30/19 and 6/30/20 respectively. The increase is due to the excess cash flow distribution from Quatama Crossing.

AFFORDABLE HOUSING (bottom of page 16)

The unrestricted net asset balance is projected to be (\$859,911) and \$40,689 at 6/30/19 and 6/30/20 respectively.

The restricted net asset balances are made up as follows:

	6/30/19	6/30/20
CAO Bond Reserve	\$1,728,806	\$1,728,806
Holly Tree/Tarkington Replacement Reserves	953,081	1,089,761
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Total	2,681,887	\$2,818,567
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Housing Authority of Washington County					
FY2019-20 Budget					
TOTAL HOUSING AUTHORITY					
	HA Total	HA Total	HA Total	HA Total	
	FY18	FY19	FY19	FY20	
	Actual	Budget	Projection	Budget	
Operating revenue:					
PH Operating Fund	856,018	794,841	838,537	731,428	
PH Cap Fund - operations	403,543	379,642	434,993	434,993	
Section 8 Admin	1,827,031	1,851,179	1,945,259	2,048,676	
FSS Coordinator	109,339	123,528	98,732	123,528	
Other	197,359	148,335	497,975	191,635	
Total HUD operating subsidies & federal grants	3,393,289	3,297,525	3,815,496	3,530,260	
Gross billable rent	6,432,508	6,240,447	6,493,001	6,703,511	
Fraud Recovery (Pub Housing)	15,426	-	36,311	36,311	
Vacancy loss	(199,006)	(146,396)	(221,765)	(192,820)	
Premiums (concessions) (loss to lease)	(75,183)	(66,130)	(25,788)	(28,082)	
Other tenant revenue	155,142	117,578	435,925	128,590	
Total Tenant revenue	6,328,887	6,145,499	6,717,684	6,647,510	
Quatama management fees	2,065,761	1,767,937	1,864,704	1,841,145	
Other management fees	32,580	11,875	24,900	25,000	
Other revenue-Fraud Rec/Port-in Admin Fees/(Launc	529,311	214,224	242,043	241,239	
Total operating revenue	12,349,829	11,437,060	12,664,827	12,285,154	
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits	627,974	628,896	555,731	563,561	
Salaries and benefits-external	323,907	349,289	390,079	401,782	
Interprogram maintenance charges	-	-	-	-	
DHS overhead	124,714	128,552	123,230	124,306	
Outside purchases	1,209,260	938,455	1,357,808	1,398,542	
Garbage disposal	200,724	195,634	210,135	219,005	
Architect's fees	-	-	-	-	
Vehicle maintenance	14,488	11,384	17,042	17,553	
Repair & maintenance supplies	396,539	342,560	558,622	372,612	
Total Repair and maintenance	2,897,606	2,594,770	3,212,647	3,097,361	
Program operations:					
Salaries and benefits-internal	1,767,047	2,024,411	1,873,212	2,325,296	
Salaries and benefits-external	509,681	480,159	571,986	589,146	
Outside management fees	187,137	178,637	191,728	203,333	
Internal asset manager allocation	192,994	186,354	206,922	231,903	
DHS overhead	363,697	413,360	411,575	462,906	
Training and travel	17,955	17,247	40,281	41,578	
Other:					
Dues, subscriptions, publications	2,033	3,536	17,602	17,519	
Advertising	1,372	1,540	1,498	1,543	
Communications	34,572	40,013	29,416	29,412	
Postage, printing & photocopy	19,608	25,665	17,869	19,305	
Vehicle maintenance	4,767	5,401	5,289	5,448	
Legal costs	20,823	12,818	24,953	25,702	
Supplies and other	222,147	217,070	161,002	379,433	
Total Other	305,322	306,043	257,630	478,362	
Total program operations	3,343,835	3,606,211	3,553,334	4,332,524	

Housing Authority of Washington County					
FY2019-20 Budget					
TOTAL HOUSING AUTHORITY					
	HA Total	HA Total	HA Total	HA Total	
	FY18	FY19	FY19	FY20	
	Actual	Budget	Projection	Budget	
Utilities:					
Water	205,184	207,936	211,838	228,194	
Electric	93,909	89,324	88,492	91,147	
Natural Gas	24,453	29,687	21,796	22,450	
Sewer	384,812	346,111	398,522	417,478	
Other utilities	5,963	5,785	6,431	6,624	
Total Utilities	714,321	678,843	727,080	765,893	
Insurance					
PILOT	79,659	81,117	76,462	74,676	
Bad debt, net of recoveries	118,876	46,905	128,621	130,455	
Other (port-out admin fees)	73,721	59,435	60,811	62,635	
Total operating expenses	7,406,160	7,240,514	7,961,723	8,706,866	
Net program income	4,943,668	4,196,546	4,703,104	3,578,288	
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees	692,257	846,936	705,631	690,995	
Bank service charges	3,971	4,175	6,473	6,727	
Audit Fees	50,950	49,200	53,355	56,221	
HAWC Administration	747,178	900,311	765,459	753,943	
Debt service	1,883,210	1,831,253	1,831,254	1,879,367	
Replacements-operating	-	-	-	-	
Total other ongoing outflows	2,630,389	2,731,564	2,596,713	2,633,310	
Cash flow from operations	2,313,280	1,464,982	2,106,390	944,979	
Other Unrestricted cash flows:					
Investment income	221,208	111,169	326,895	171,800	
Capital fund receipts	443,217	59,087	209,835	479,501	
Capitalized modernization	(438,731)	(159,087)	(209,835)	(3,479,501)	
Transfers to (from) DHS	298,913	430,306	464,061	511,711	
Transfers to restricted cash - Repl Reserve	(172,680)	(172,680)	(172,680)	(172,680)	
Net Unrestricted cash flows	2,665,207	1,735,454	2,724,666	(1,544,190)	
Restricted cash flows:					
HAP Revenue	26,296,852	24,920,414	25,423,526	26,983,980	
Housing Assistance Payments	(26,219,587)	(24,920,414)	(25,487,938)	(26,983,980)	
Investment Income - restricted	663	-	-	-	
Transfers from Unrestricted cash-Repl Res	172,680	172,680	172,680	172,680	
Total restricted cash flows	250,608	172,680	108,268	172,680	
Net cash flows	2,915,814	1,908,134	2,832,935	(1,371,510)	
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets	9,236,975		11,726,421	9,895,277	
Restricted net Assets	3,006,073		3,114,342	3,287,022	

		Housing Authority of Washington County			
		FY2019-20 Budget			
		HOUSING CHOICE VOUCHER PROGRAMS			
		HCV	HCV	HCV	HCV
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Operating revenue:					
PH Operating Fund		-	-	-	-
PH Cap Fund - operations		-	-	-	-
Section 8 Admin		1,827,031	1,851,179	1,945,259	2,048,676
FSS Coordinator		109,339	123,528	98,732	123,528
Other		-	-	-	-
Total HUD operating subsidies & federal grants		1,936,370	1,974,707	2,043,991	2,172,204
Gross billable rent		-	-	-	-
Fraud Recovery (Pub Housing)		-	-	-	-
Vacancy loss		-	-	-	-
Premiums (concessions) (loss to lease)		-	-	-	-
Other tenant revenue		-	-	-	-
Total Tenant revenue		-	-	-	-
Quatama management fees		-	-	-	-
Other management fees		-	-	-	-
Other revenue-Fraud Rec/Port-in Admin Fees/(Launc		164,677	84,589	155,000	155,000
Total operating revenue		2,101,047	2,059,296	2,198,991	2,327,204
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits		-	-	-	-
Salaries and benefits-external		-	-	-	-
Interprogram maintenance charges		-	-	-	-
DHS overhead		-	-	-	-
Outside purchases		-	-	-	-
Garbage disposal		-	-	-	-
Architect's fees		-	-	-	-
Vehicle maintenance		-	-	-	-
Repair & maintenance supplies		203	305	61	63
Total Repair and maintenance		203	305	61	63
Program operations:					
Salaries and benefits-internal		1,199,191	1,266,310	1,321,401	1,656,282
Salaries and benefits-external		-	-	-	-
Outside management fees		-	-	-	-
Internal asset manager allocation		-	-	-	-
DHS overhead		244,311	258,844	291,580	335,445
Training and travel		6,551	4,437	15,779	16,252
Other:					
Dues, subscriptions, publications		1,590	2,457	1,673	1,723
Advertising		476	735	753	776
Communications		692	837	813	837
Postage, printing & photocopy		8,948	9,309	9,203	9,479
Vehicle maintenance		3,276	3,435	3,988	4,108
Legal costs		-	-	3,499	3,604
Supplies and other		36,028	30,463	34,267	35,295
Total Other		51,010	47,236	54,196	55,822
Total program operations		1,501,063	1,576,827	1,682,955	2,063,801

		Housing Authority of Washington County			
		FY2019-20 Budget			
		HOUSING CHOICE VOUCHER PROGRAMS			
		HCV	HCV	HCV	HCV
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Utilities:					
Water		-	-	-	-
Electric		-	-	-	-
Natural Gas		-	-	-	-
Sewer		-	-	-	-
Other utilities		-	-	-	-
Total Utilities		-	-	-	-
Insurance		4,372	6,000	4,187	5,024
PILOT		-	-	-	-
Bad debt, net of recoveries		82,252	-	60,000	60,000
Other (port-out admin fees)		40,112	36,765	47,766	49,199
Total operating expenses		1,628,002	1,619,897	1,794,969	2,178,087
Net program income		473,045	439,399	404,022	149,117
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees		346,614	404,540	383,352	396,815
Bank service charges		3,414	3,825	4,543	4,771
Audit Fees		18,026	18,900	20,666	24,817
HAWC Administration		368,054	427,265	408,562	426,403
Debt service		-	-	-	-
Replacements-operating		-	-	-	-
Total other ongoing outflows		368,054	427,265	408,562	426,403
Cash flow from operations		104,991	12,134	(4,540)	(277,286)
Other Unrestricted cash flows:					
Investment income		7,082	-	6,077	240
Capital fund receipts		-	-	-	-
Capitalized modernization		-	-	-	-
Transfers to (from) DHS		47,248	78,655	127,826	184,608
Transfers to restricted cash - Repl Reserve		-	-	-	-
Net Unrestricted cash flows		159,321	90,789	129,363	(92,438)
Restricted cash flows:					
HAP Revenue		26,296,852	24,920,414	25,423,526	26,983,980
Housing Assistance Payments		(26,219,587)	(24,920,414)	(25,487,938)	(26,983,980)
Investment Income - restricted		663	-	-	-
Transfers from Unrestricted cash-Repl Res		-	-	-	-
Total restricted cash flows		77,928	-	(64,412)	-
Net cash flows		237,248	90,789	64,952	(92,438)
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets		625,457	501,856	754,820	662,382
Restricted net Assets		64,412	-	-	0

		Housing Authority of Washington County			
		FY2019-20 Budget			
		LOW RENT PUBLIC HOUSING PROGRAM			
		LRPH	LRPH	LRPH	LRPH
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Operating revenue:					
PH Operating Fund		856,018	794,841	838,537	731,428
PH Cap Fund - operations		403,543	379,642	434,993	434,993
Section 8 Admin		-	-		-
FSS Coordinator		-	-		-
Other		-	-		-
Total HUD operating subsidies & federal grants		1,259,561	1,174,483	1,273,530	1,166,421
Gross billable rent		890,864	905,633	859,959	859,959
Fraud Recovery (Pub Housing)		15,426	-	36,311	36,311
Vacancy loss		-	-	-	-
Premiums (concessions) (loss to lease)		(932)	(464)	-	-
Other tenant revenue		24,297	25,806	12,816	12,816
Total Tenant revenue		929,654	930,975	909,086	909,086
Quatama management fees		-	-	-	-
Other management fees		-			
Other revenue-Fraud Rec/Port-in Admin Fees/(Laund		14,056	35,270	4,962	5,111
Total operating revenue		2,203,272	2,140,728	2,187,578	2,080,618
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits		627,974	628,896	398,368	535,383
Salaries and benefits-external		-	-	-	-
Interprogram maintenance charges		-	(6,773)	-	-
DHS overhead		124,714	128,552	87,904	108,431
Outside purchases		194,737	141,104	141,450	145,694
Garbage disposal		25,544	27,061	22,387	24,625
Architect's fees		-	-	-	-
Vehicle maintenance		13,646	11,384	17,042	17,553
Repair & maintenance supplies		192,037	184,676	147,903	152,340
Total Repair and maintenance		1,178,652	1,114,900	815,054	984,026
Program operations:					
Salaries and benefits-internal		236,069	258,141	277,533	358,240
Salaries and benefits-external		-	-	-	-
Outside management fees		-	-	-	-
Internal asset manager allocation		53,800	52,066	57,729	64,846
DHS overhead		53,449	52,320	61,240	72,554
Training and travel		1,701	1,500	4,442	4,664
Other:					
Dues, subscriptions, publications		444	926	560	577
Advertising		476	490	565	582
Communications		1,738	2,301	1,674	837
Postage, printing & photocopy		691	1,500	583	1,500
Vehicle maintenance		1,375	1,918	1,301	1,340
Legal costs		-	-	-	-
Supplies and other		8,215	8,169	8,000	8,240
Total Other		12,939	15,304	12,683	13,076
Total program operations		357,957	379,331	413,627	513,380

		Housing Authority of Washington County			
		FY2019-20 Budget			
		LOW RENT PUBLIC HOUSING PROGRAM			
		LRPH	LRPH	LRPH	LRPH
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Utilities:					
Water		37,119	40,630	40,371	51,582
Electric		7,151	6,837	7,107	7,320
Natural Gas		3,320	3,584	2,518	2,593
Sewer		40,168	37,742	39,484	45,668
Other utilities		5,579	5,669	5,857	6,033
Total Utilities		93,338	94,462	95,337	113,196
Insurance					
PILOT		79,659	81,117	76,462	74,676
Bad debt, net of recoveries		7,541	2,413	7,500	7,500
Other (port-out admin fees)		20,307	21,206	9,963	10,262
Total operating expenses		1,781,929	1,735,584	1,467,078	1,762,004
Net program income		421,342	405,144	720,500	318,614
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees		249,743	282,678	195,581	212,653
Bank service charges		163	127	1,500	1,545
Audit Fees		13,532	16,530	15,535	14,049
HAWC Administration		263,438	299,335	212,616	228,247
Debt service		-	-	-	-
Replacements-operating		-	-	-	-
Total other ongoing outflows		263,438	299,335	212,616	228,247
Cash flow from operations		157,905	105,809	507,884	90,367
Other Unrestricted cash flows:					
Investment income		14,801	14,154	6,109	360
Capital fund receipts		443,217	59,087	209,835	479,501
Capitalized modernization		(109,705)	(59,087)	(209,835)	(479,501)
Transfers to (from) DHS		210,992	54,963	96,095	85,258
Transfers to restricted cash - Repl Reserve		-	-	-	-
Net Unrestricted cash flows		717,209	174,926	610,088	175,985
Restricted cash flows:					
HAP Revenue		-	-	-	-
Housing Assistance Payments		-	-	-	-
Investment Income - restricted		-	-	-	-
Transfers from Unrestricted cash-Repl Res		-	-	-	-
Total restricted cash flows		-	-	-	-
Net cash flows		717,209	174,926	610,088	175,985
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets		1,096,449	1,331,441	1,706,537	1,882,523
Restricted net Assets		-	-	-	-

		Housing Authority of Washington County			
		FY2019-20 Budget			
		KAYBERN TERRACE PROPERTY			
		Kaybern	Kaybern	Kaybern	Kaybern
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Operating revenue:					
PH Operating Fund		-	-	-	-
PH Cap Fund - operations		-	-	-	-
Section 8 Admin		-	-	-	-
FSS Coordinator		-	-	-	-
Other		24,287	25,414	27,661	28,869
Total HUD operating subsidies & federal grants		24,287	25,414	27,661	28,869
Gross billable rent		61,776	63,629	58,629	60,388
Fraud Recovery (Pub Housing)		-	-	-	-
Vacancy loss		(705)	-	-	-
Premiums (concessions) (loss to lease)		-	-	-	-
Other tenant revenue		486	294	-	-
Total Tenant revenue		61,557	63,923	58,629	60,388
Quatama management fees		-	-	-	-
Other management fees		-	-	-	-
Other revenue-Fraud Rec/Port-in Admin Fees/(Launc		941	1,034	1,043	1,074
Total operating revenue		86,785	90,371	87,333	90,331
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits		-	-	-	-
Salaries and benefits-external		1,068	812	100	103
Interprogram maintenance charges		-	-	-	-
DHS overhead		-	-	-	-
Outside purchases		10,610	11,556	15,282	15,740
Garbage disposal		1,813	2,646	2,415	3,487
Architect's fees		-	-	-	-
Vehicle maintenance		-	-	-	-
Repair & maintenance supplies		1,724	4,835	3,342	3,442
Total Repair and maintenance		15,215	19,849	21,139	22,772
Program operations:					
Salaries and benefits-internal		-	-	-	-
Salaries and benefits-external		2,555	2,611	4,001	4,121
Outside management fees		2,178	2,206	2,083	2,145
Internal asset manager allocation		2,669	2,572	2,851	3,189
DHS overhead		-	-	-	-
Training and travel		1,018	1,474	1,300	1,339
Other:				-	
Dues, subscriptions, publications		-	-	524	540
Advertising		-	-	-	-
Communications		41	49	26	27
Postage, printing & photocopy		144	187	167	172
Vehicle maintenance		-	-	-	-
Legal costs		-	-	253	261
Supplies and other		2,992	1,900	1,787	1,841
Total Other		3,177	2,136	2,757	2,841
Total program operations		11,596	10,999	12,992	13,635

		Housing Authority of Washington County			
		FY2019-20 Budget			
		KAYBERN TERRACE PROPERTY			
		Kaybern	Kaybern	Kaybern	Kaybern
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Utilities:					
Water		4,407	4,860	7,422	7,645
Electric		731	1,040	1,124	1,158
Natural Gas		-	-	-	-
Sewer		5,712	6,285	4,020	6,141
Other utilities		-	-	-	-
Total Utilities		10,850	12,185	12,566	14,944
Insurance		843	802	997	1,196
PILOT		-	-	-	-
Bad debt, net of recoveries		-	-	1,271	1,309
Other (port-out admin fees)		-	-	-	-
Total operating expenses		38,504	43,835	48,965	53,856
Net program income		48,281	46,536	38,368	36,475
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees		-	-	-	-
Bank service charges		35	39	33	34
Audit Fees		27	30	30	34
HAWC Administration		62	69	63	68
Debt service		34,750	34,749	34,750	34,750
Replacements-operating		-	-	-	-
Total other ongoing outflows		34,812	34,818	34,813	34,818
Cash flow from operations		13,469	11,718	3,555	1,657
Other Unrestricted cash flows:					
Investment income		96	1,127	2,623	1,800
Capital fund receipts		-	-	-	-
Capitalized modernization		-	-	-	-
Transfers to (from) DHS		70	-	191	201
Transfers to restricted cash - Repl Reserve		-	-	-	-
Net Unrestricted cash flows		13,635	12,845	6,369	3,658
Restricted cash flows:					
HAP Revenue		-	-	-	-
Housing Assistance Payments		-	-	-	-
Investment Income - restricted		-	-	-	-
Transfers from Unrestricted cash-Repl Res		-	-	-	-
Total restricted cash flows		-	-	-	-
Net cash flows		13,635	12,845	6,369	3,658
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets		86,895	84,257	93,263	96,921
Restricted net Assets		36,106	36,106	36,106	36,106

		Housing Authority of Washington County			
		FY2019-20 Budget			
		ALOHA PARK PROPERTY			
		Aloha Pk	Aloha Pk	Aloha Pk	Aloha Pk
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Operating revenue:					
PH Operating Fund		-	-	-	-
PH Cap Fund - operations		-	-	-	-
Section 8 Admin		-	-	-	-
FSS Coordinator		-	-	-	-
Other		-	-	-	-
Total HUD operating subsidies & federal grants		-	-	-	-
Gross billable rent		539,616	530,705	547,379	552,853
Fraud Recovery (Pub Housing)		-	-	-	-
Vacancy loss		(17,401)	-	(10,850)	(10,959)
Premiums (concessions) (loss to lease)		(10,963)	(14,915)	2,295	2,318
Other tenant revenue		1,488	2,712	1,290	1,303
Total Tenant revenue		512,740	518,502	540,114	545,515
Quatama management fees		-	-	-	-
Other management fees		-	-	0	-
Other revenue-Fraud Rec/Port-in Admin Fees/(Launc		24,330	8,631	9,828	9,926
Total operating revenue		537,071	527,133	549,942	555,441
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits		-	-	-	-
Salaries and benefits-external		37,236	57,453	51,598	53,146
Interprogram maintenance charges		-	-	-	-
DHS overhead		-	-	-	-
Outside purchases		88,210	111,983	87,902	90,539
Garbage disposal		22,756	23,130	21,130	21,764
Architect's fees		-	-	-	-
Vehicle maintenance		-	-	-	-
Repair & maintenance supplies		15,851	24,623	25,631	26,400
Total Repair and maintenance		164,053	217,189	186,261	191,849
Program operations:					
Salaries and benefits-internal		-	-	-	-
Salaries and benefits-external		61,539	63,814	62,627	64,506
Outside management fees		18,417	17,791	19,133	18,963
Internal asset manager allocation		-	-	-	-
DHS overhead		-	-	-	-
Training and travel		990	1,048	3,800	3,914
Other:		-	-	-	-
Dues, subscriptions, publications		-	-	2,890	2,977
Advertising		-	55	-	-
Communications		4,637	4,786	4,535	4,671
Postage, printing & photocopy		432	687	235	242
Vehicle maintenance		-	-	-	-
Legal costs		318	1,698	1,070	1,102
Supplies and other		9,674	9,719	6,931	7,139
Total Other		15,061	16,945	15,661	16,131
Total program operations		96,006	99,598	101,221	103,514

Housing Authority of Washington County					
FY2019-20 Budget					
ALOHA PARK PROPERTY					
	Aloha Pk	Aloha Pk	Aloha Pk	Aloha Pk	
	FY18	FY19	FY19	FY20	
	Actual	Budget	Projection	Budget	
Utilities:					
Water	20,642	16,259	27,937	28,775	
Electric	8,913	9,368	9,097	9,370	
Natural Gas	-	-	-	-	
Sewer	37,174	32,655	33,872	34,888	
Other utilities	-	-	-	-	
Total Utilities	66,729	58,282	70,906	73,033	
Insurance	15,970	21,690	23,452	28,142	
PILOT	-	-	-	-	
Bad debt, net of recoveries	1,000	1,692	1,888	1,945	
Other (port-out admin fees)	-	-	-	-	
Total operating expenses	343,759	398,451	383,728	398,483	
Net program income	193,312	128,682	166,214	156,959	
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees	-	-	-	-	
Bank service charges	62	-	30	-	
Audit Fees	13,000	10,000	10,250	10,763	
HAWC Administration	13,062	10,000	10,280	10,763	
Debt service	124,261	114,703	114,703	114,703	
Replacements-operating	-	-	-	-	
Total other ongoing outflows	137,323	124,703	124,983	125,465	
Cash flow from operations	55,989	3,979	41,231	31,494	
Other Unrestricted cash flows:					
Investment income	54	-	-	-	
Capital fund receipts		-	-	-	
Capitalized modernization	-	-	-	-	
Transfers to (from) DHS	1,717	-	-	-	
Transfers to restricted cash - Repl Reserve	(36,000)	(36,000)	(36,000)	(36,000)	
Net Unrestricted cash flows	21,760	(32,021)	5,231	(4,506)	
Restricted cash flows:					
HAP Revenue	-	-	-	-	
Housing Assistance Payments	-	-	-	-	
Investment Income - restricted	-	-	-	-	
Transfers from Unrestricted cash-Repl Res	36,000	36,000	36,000	36,000	
Total restricted cash flows	36,000	36,000	36,000	36,000	
Net cash flows	57,760	3,979	41,231	31,494	
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets	26,534	(114,442)	31,765	27,259	
Restricted net Assets	360,349	1,396,299	396,349	432,349	

Housing Authority of Washington County					
FY2019-20 Budget					
LOCAL FUND					
	LOCAL	LOCAL	LOCAL	LOCAL	
	FY18	FY19	FY19	FY20	
	Actual	Budget	Projection	Budget	
Operating revenue:					
PH Operating Fund	-	-	-	-	
PH Cap Fund - operations	-	-	-	-	
Section 8 Admin	-	-	-	-	
FSS Coordinator	-	-	-	-	
Other	173,072	122,921	470,314	162,766	
Total HUD operating subsidies & federal grants	173,072	122,921	470,314	162,766	
Gross billable rent	115,530	108,000	121,134	125,979	
Fraud Recovery (Pub Housing)	-	-	-	-	
Vacancy loss	-	-	-	-	
Premiums (concessions) (loss to lease)	-	-	-	-	
Other tenant revenue	9,852	6,847	320,810	10,432	
Total Tenant revenue	125,382	114,847	441,944	136,411	
Quatama management fees	1,857,310	1,560,000	1,650,000	1,620,000	
Other management fees	32,580	11,875	24,900	25,000	
Other revenue-Fraud Rec/Port-in Admin Fees/(Launc	250,000	-	3,125	-	
Total operating revenue	2,438,345	1,809,643	2,590,283	1,944,177	
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits	-	-	157,363	28,178	
Salaries and benefits-external	138	39	2,752	2,835	
Interprogram maintenance charges	-	-	-	-	
DHS overhead	-	-	34,724	14,983	
Outside purchases	6,723	10,373	45,348	46,708	
Garbage disposal	818	210	3,404	3,506	
Architect's fees	-	-	-	-	
Vehicle maintenance	674	-	-	-	
Repair & maintenance supplies	6,829	4,109	216,280	20,000	
Total Repair and maintenance	15,182	14,731	459,871	116,210	
Program operations:					
Salaries and benefits-internal	322,333	496,808	256,831	269,608	
Salaries and benefits-external	-	-	-	-	
Outside management fees	716	624	2,752	2,835	
Internal asset manager allocation	20,356	19,493	21,856	24,450	
DHS overhead	64,060	101,551	58,092	54,603	
Training and travel	4,707	2,538	9,021	9,292	
Other:					
Dues, subscriptions, publications	-	153	1,167	1,202	
Advertising	-	-	-	-	
Communications	76	80	274	282	
Postage, printing & photocopy	97	6,540	436	449	
Vehicle maintenance	99	48	-	-	
Legal costs	-	-	-	-	
Supplies and other	105,168	87,200	59,923	275,321	
Total Other	105,441	94,021	61,800	277,254	
Total program operations	517,611	715,035	410,352	638,042	

		Housing Authority of Washington County			
		FY2019-20 Budget			
		LOCAL FUND			
		LOCAL	LOCAL	LOCAL	LOCAL
		FY18	FY19	FY19	FY20
		Actual	Budget	Projection	Budget
Utilities:					
Water		1,188	1,187	1,074	1,106
Electric		175	62	485	500
Natural Gas		431	500	677	697
Sewer		1,274	244	1,352	1,393
Other utilities		309	-	472	486
Total Utilities		3,377	1,993	4,060	4,182
Insurance					
PILOT		-	-	-	-
Bad debt, net of recoveries		-	-	-	-
Other (port-out admin fees)		13,302	1,464	3,082	3,174
Total operating expenses		551,450	735,179	879,904	764,655
Net program income		1,886,895	1,074,464	1,710,379	1,179,522
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees		93,167	158,711	120,215	71,634
Bank service charges		37	-	-	-
Audit Fees		5,051	2,510	5,371	4,496
HAWC Administration		98,255	161,221	125,586	76,130
Debt service		6,636	-	-	-
Replacements-operating		-	-	-	-
Total other ongoing outflows		104,891	161,221	125,586	76,130
Cash flow from operations		1,782,004	913,243	1,584,792	1,103,392
Other Unrestricted cash flows:					
Investment income		189,674	75,853	267,000	140,000
Capital fund receipts		-	-	-	-
Capitalized modernization		-	-	-	(4,000,000)
Transfers to (from) DHS		35,440	296,636	230,649	229,119
Transfers to restricted cash - Repl Reserve		-	-	-	-
Net Unrestricted cash flows		2,007,118	1,287,409	1,847,221	(2,814,442)
Restricted cash flows:					
HAP Revenue		-	-	-	-
Housing Assistance Payments		-	-	-	-
Investment Income - restricted		-	-	-	-
Transfers from Unrestricted cash-Repl Res		-	-	-	-
Total restricted cash flows		-	-	-	-
Net cash flows		2,007,118	1,758,734	1,847,221	(2,814,442)
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets		8,152,725	4,873,655	9,999,946	7,185,504
Restricted net Assets		-	-	-	-

Housing Authority of Washington County					
FY2019-20 Budget					
AFFORDABLE HOUSING PROPERTIES					
	AFF HOU	AFF HOU	AFF HOU	AFF HOU	
	FY18	FY19	FY19	FY20	
	Actual	Budget	Projection	Budget	
Operating revenue:					
PH Operating Fund	-	-	-	-	
PH Cap Fund - operations	-	-	-	-	
Section 8 Admin	-	-	-	-	
FSS Coordinator	-	-	-	-	
Other	-	-	-	-	
Total HUD operating subsidies & federal grants	-	-	-	-	
Gross billable rent	4,824,722	4,632,480	4,905,900	5,104,332	
Fraud Recovery (Pub Housing)	-	-	-	-	
Vacancy loss	(180,900)	(146,396)	(210,915.12)	(181,862)	
Premiums (concessions) (loss to lease)	(63,288)	(50,751)	(28,083)	(30,400)	
Other tenant revenue	119,018	81,919	101,009	104,039	
Total Tenant revenue	4,699,552	4,517,252	4,767,911	4,996,109	
Quatama management fees	208,451	207,937	214,704	221,145	
Other management fees	-	-	-	-	
Other revenue-Fraud Rec/Port-in Admin Fees/(Launc	75,306	84,700	68,085	70,128	
Total operating revenue	4,983,309	4,809,889	5,050,700	5,287,382	
Operating expenses:					
Repairs and maintenance:					
Maint Salaries and benefits	-	-	-	-	
Salaries and benefits-external	285,466	290,985	335,629	345,698	
Interprogram maintenance charges	-	6,773	-	-	
DHS overhead	-	-	602	892	
Outside purchases	908,980	663,439	1,067,826	1,099,861	
Garbage disposal	149,792	142,587	160,799	165,623	
Architect's fees	-	-	-	-	
Vehicle maintenance	168	-	-	-	
Repair & maintenance supplies	179,894	124,012	165,405	170,367	
Total Repair and maintenance	1,524,300	1,227,796	1,730,261	1,782,441	
Program operations:					
Salaries and benefits-internal	9,455	3,152	17,447	41,166	
Salaries and benefits-external	445,587	413,734	505,358	520,519	
Outside management fees	165,827	158,016	167,760	179,390	
Internal asset manager allocation	116,170	112,223	124,486	139,418	
DHS overhead	1,878	645	663	304	
Training and travel	2,988	6,250	5,939	6,117	
Other:					
Dues, subscriptions, publications	-	-	10,787.52	10,500	
Advertising	420	260	180	185	
Communications	27,388	31,960	22,095	22,758	
Postage, printing & photocopy	9,295	7,442	7,245	7,463	
Vehicle maintenance	17	-	-	-	
Legal costs	20,505	11,120	20,131	20,735	
Supplies and other	60,070	79,619	50,094	51,597	
Total Other	117,695	130,401	110,533	113,238	
Total program operations	859,601	824,421	932,187	1,000,153	

Housing Authority of Washington County					
FY2019-20 Budget					
AFFORDABLE HOUSING PROPERTIES					
	AFF HOU	AFF HOU	AFF HOU	AFF HOU	
	FY18	FY19	FY19	FY20	
	Actual	Budget	Projection	Budget	
Utilities:					
Water	141,828	145,000	135,034	139,085	
Electric	76,939	72,017	70,679	72,800	
Natural Gas	20,702	25,603	18,601	19,159	
Sewer	300,484	269,185	319,794	329,388	
Other utilities	75	116	102	105	
Total Utilities	540,028	511,921	544,211	560,538	
Insurance	110,504	100,630	122,457	146,949	
PILOT	-	-	-	-	
Bad debt, net of recoveries	28,083	42,800	57,962	59,701	
Other (port-out admin fees)	-	-	-	-	
Total operating expenses	3,062,516	2,707,568	3,387,079	3,549,781	
Net program income	1,920,793	2,102,321	1,663,622	1,737,601	
Other ongoing cash outflows:					
HAWC Administration					
Internal management fees	2,733	1,007	6,483	9,893	
Bank service charges	260	184	367	378	
Audit Fees	1,314	1,230	1,503	2,062	
HAWC Administration	4,307	2,421	8,352	12,332	
Debt service	1,717,563	1,681,801	1,681,801	1,729,914	
Replacements-operating	-	-	-	-	
Total other ongoing outflows	1,721,870	1,684,222	1,690,153	1,742,246	
Cash flow from operations	198,923	418,099	(26,532)	(4,645)	
Other Unrestricted cash flows:					
Investment income	9,501	20,035	45,086	29,400	
Capital fund receipts	-	-	-	-	
Capitalized modernization	(329,026)	(100,000)	-	1,000,000	
Transfers to (from) DHS	3,446	52	9,300	12,525	
Transfers to restricted cash - Repl Reserve	(136,680)	(136,680)	(136,680)	(136,680)	
Net Unrestricted cash flows	(253,837)	201,506	(108,826)	900,600	
Restricted cash flows:					
HAP Revenue	-	-	-	-	
Housing Assistance Payments	-	-	-	-	
Investment Income - restricted	-	-	-	-	
Transfers from Unrestricted cash-Repl Res	136,680	136,680	136,680	136,680	
Total restricted cash flows	136,680	136,680	136,680	136,680	
Net cash flows	(117,157)	338,186	27,854	1,037,280	
ENDING NET ASSET BALANCES:					
Unrestricted Net Assets	(751,085)	(739,762)	(859,911)	40,689	
Restricted net Assets	2,545,207	2,951,377	2,681,887	2,818,567	