

SOUTH BEND HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

April 25, 2023

Transforming Communities



HASB MISSION

IT IS THE MISSION OF THE HOUSING AUTHORITY OF SOUTH BEND (HASB) TO PROVIDE SAFE AND AFFORDABLE HOUSING ASSISTANCE TO INDIVIDUALS AND FAMILIES IN A MANNER THAT IS RESPECTFUL, PROFESSIONAL AND SERVICE- ORIENTED. THE HASB IS COMMITTED TO MAXIMIZE ITS EXISTING RESOURCES AND WORK IN PARTNERSHIP WITH THE COMMUNITY TO ASSIST RESIDENTS IN REACHING INDIVIDUAL AND FAMILY GOALS, INCLUDING THOSE OF SELF-SUFFICIENCY, THROUGH EDUCATION, INCREASING EMPLOYMENT AND HOMEOWNERSHIP OPPORTUNITIES.

**THE HOUSING AUTHORITY OF THE
CITY OF SOUTH BEND, INDIANA**

REGULAR BOARD MEETING MINUTES

501 Alonzo Watson Drive

South Bend In 46601

March 28, 2023 @ 9 a.m.

CALL TO ORDER:

Commissioner Calvin called the meeting to order 9:00 a.m.

ROLL CALL: (All via zoom)

Commissioner Stephen Luecke, Commissioner Chamblee, Commissioner Daniel, Commissioner McNally.

HASB STAFF:

Dr. Catherine Lamberg Executive Director, Ms. Lori Wallace, Director of HCV; Mr. Andy Delaney, CFO; Ms. Pamela Rogers, Administrative Assistant to Executive Director/Board Secretary

OTHERS:

Attorney J. Harris Jr

PUBLIC COMMENTS:

None

OLD BUSINESS

Approval of Minutes from the regular Board Meeting on February 28, 2023.

Commissioner McNally moved and Commissioner Chamblee seconded the motion to approve the minutes.

AYE

NAY

ABSTAIN

Commissioner Luecke
Commissioner Daniel
Commissioner McNally

Commissioner Chamblee

NEW BUSINESS:

None

Executive Director Report

RESIDENT INITIATIVES

Dr. Lamberg spoke on our resident service activities we continue with our after-school programs at the community centers at LaSalle Landing and Harbor Homes with Gentlemen and Scholars. The staff of HASB made a donation of men's neck ties to Gentleman and Scholars. They utilized this to teach the youths how to tie a tie. This was a part of the Passport to Manhood training which included our **LaSalle Landing** children.

FSS

Dr. Lamberg stated that there are 62 participants enrolled in the program, 49 from HCV, 13 from Public Housing, 32 with escrow accounts with a total of \$53,341.86 as a total amount in the escrow account.

ADMINISTRATION REPORT

Human Resource

Pamela stated that we did confirm that the HASB did renew the commercial and Liability insurance with HAI insurance company. The price of the insurance did go up primarily because of the way HAI structured our building. Last year they bundled many of the properties together and this year each property was noted individually so that each unit is insured as an individual address, hence the increase of premiums.

Dr Lamberg also added to help keep the cost as low as possible, the HASB did raise the deductible in some areas from \$15,000 to \$25,000. We also talked to the insurance company to ask at what point the HASB realized a reduction in premiums, and historically it takes 5 years of no claims for that to happen.

Commissioner Chamblee asked how much of an insurance did the price go up and if you have one claim on the properties will that claim cause the entire year to fail for the year.

Dr Lamberg stated that the price raised roughly \$100,000 and because of a rule to unbundle our addresses was to their advantage. The potential savings in the future for having no claims in 5 years would go against the total policy and not on a per address basis.

Commissioner McNally asked was the increase on the property side or liability.

Dr Lamberg said strictly property basically because of the unbundling.

Commissioner McNally asked if we have a deductible on the liability side.

Dr Lamberg stated we do around \$15,000.00.

Commissioner Luecke asked if we had the amount of savings because of the increase of the deductible.

Dr Lamberg said we do and will send it out to the board.

Pamela continued by saying that we currently hired two new employees one in maintenance and one in HCV.

LOW INCOME PUBLIC HOUSING (LIPH)

Dr Lamberg noted that PH had 1762 on the waiting list and the unit turnaround was 10 days. She gave the breakout on a per unit basis.

Commissioner McNally asked if the units considered under the vacancy reduction quoted in the occupied or the vacancy column?

Dr. Lamberg said in the vacancy column, we will only be doing vacancy reduction on the vacant units. We received notification of our 2023 allocation of capital fund (although allocated it has not been released) and we are waiting for the upload. In the meantime, we have had a meeting with the staff and will have a meeting with the residents in April and May.

Commissioner Luecke said we had a meeting with the city about some CDBG grant dollars that has been targeted, can it potentially be used for vacancy reduction?

Dr Lamberg said that the CDBG was allocated for a specific project, and they have to make an amendment to that allocation. The larger amount is targeted for Monroe Circle, they have to amend that award before we can start using it in vacancy reduction.

Commissioner Luecke asked did we have to provide them with any additional information.

Commissioner Chamblee asked if they gave HASB the rules to make that change?

Commissioner Luecke said yes in fact they actually requested the meeting to talk about it because they are going to bring some other dollars for Monroe Circle

Dr. Lamberg said, yes, I will send them an email with the information. It was their suggestion for two allocations, one for CDBG for South Bend Avenue and we didn't use all the money that was allocated, and we asked that the balance be moved to the other property. And then the allocation for Monroe Circle, they suggest that it not be used for that site but that it stay with the housing authority and used for other purposes, and we suggested the vacancy reduction.

Commissioner Chamblee asked how long had the South Bend Ave development been painted in multiple colors? I go down that street daily and notice it and it is quite impressive.

Dr Lamberg stated that was beautiful new siding. And the allocation of CDBG the city provided was for new siding, new roofs, new entry doors, new storm doors and locks. We discontinued city trash pickup because the entry access to the development was so tight and it eliminated the trash cans being out front, we have a dumpster at the site. We are pleased with it and get complement on it.

Commissioner McNally asked if there is a unit in great shape, but the furnace is 30 years old is there a priority in replacing that furnace, vs rehabbing a unit that needs to be completely gutted.

Dr Lamberg said yes, as we are going through the capital planning process, those are exactly the things we are looking at. Dr Lamberg went over the charts on pages 15 and 16 pertaining to the work order, rent collection and Capital expenditures grants.

Commission Daniel asked in dealing with changing of the locks at the development, can the tenant duplicate the keys.

Dr. Lamberg said that they could not duplicate the keys that are being installed. From a safety standpoint there were many keys floating around. We have a lock box system and even the maintenance have to check out the keys. Management has master keys, and the tenant has individual keys. And if a key is lost, we have the ability to duplicate the keys.

Commissioner Luecke asked how many keys the tenants are given.
Dr Lamberg said it depends on the size of the household. If it is two adults, then we can issue two keys. I don't believe we issue more than two keys to a unit.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

Ms. Wallace advised that in February 2023 we served 2239 households. 84 VASH veterans, 44 FSS, 10 emergency housing vouchers, 12 foster youth, 9 port in, 29 port outs, 44 relocations.

Commissioner Daniel asked for more information on port in and port out.
Ms. Wallace said port in are people that are moving into our jurisdiction from other jurisdiction and port out are those moving out of our jurisdiction.

Commissioner Luecke asked if vouchers were geographically constrained.
Ms. Wallace said that is correct, after the initial year term they can take their voucher wherever they want. She continued with information of 305 inspection which consisted of 64 initial inspections, 23 reinspection, 137 annual inspections, 57 reinspection's, 12 abatement, 4 special inspections. And the highlights are the new hire, retirement of Mrs. Spainhower, 2023 waitlist opened and closed successfully, 3250 prescreening applications received, and review is underway.

Dr Lamberg said we did issue an RFP for project base vouchers. Hud allows up to 20% for project base.

Ms. Wallace also noted that we are now started issuing biannual letter to those landlords who have passed two annual inspections in a row. We started that late last year back in August and first letter issuances in December. We wanted to make sure that we had two inspections done by our third-party inspector. That rewards good landlord and also cost savings to the HASB.

FINANCIALS

Mr. Delaney started off going through each of the AMPS individually and reviewing the numbers. Operating subsidy is higher than the budget because it's a fiscal year and we just gotten operating submission so the new submission will come out next month because of the fiscal year. Administrative salaries are lower than budgets that is because of less staff allocated to administrative in AMP 1 and then explained this for each AMP. There is a focus on AMP 3 and 4 verses on AMPS 1 & 2 in last year therefore maintenance charges will be lower than budget in amp 1 & 2 this year. We haven't drawn down on any capital funds.

Commissioner Luecke asked when we find that we find tenants that don't report their full income that we are trying to recover those dollars that should have been paid.
Dr Lamberg said we run a report out of HUDS EIV (employment income verification) system, if you have any income that is associated with your social security number it is reported there. According to that report the system compare what we report from our tenants compared to what is being reported to the federal government. Administratively it is a lot, however we are reviewing this. We are also going through file vision which entails the agency to go paperless.

Commissioner Luecke asked if there is enough revenue potential to hire a staff person to focus solely on this.

Dr Lamberg said yes because we can retrieve the money that is owed, but no because it is 46% of our tenants. What we find when we go through the process, the tenant elects to terminate the program as opposed to paying what they owe. The potential to lose 46% off both programs is too much. Dr. Lamberg also wanted to advise that the auditor are here and doing the compliance portion of the audit. Once they finish with the onsite portion they go back and do the remote portion for the completion of our audit.

Mr. Delaney said the due date from Hud is June 2023, however the auditors' goal is to finish by April 30 but we anticipate May so we will be finished a month ahead.

Development

Dr. Lamberg said we continue to access the utility disconnect at Monroe Circle for pre demolition purposes. Initially I anticipated that an RFP would be done in April, but with the city's gracious offer to cover that activity and expense so that will push it back a little, probably in May.

Attorney Harris asked if there was a MOU between the city and HASB for that activity? He recommends that you do it because it will be a state board issue on their end.

Dr Lamberg said we have not solidified that relationship but will work on it.

Commissioner Luecke asked although Monroe Circle will be demolished, they want to hold off on the demolition of Rabbi Shulman until we have a plan in place for the rebuilding?

Dr. Lamberg said that's correct, and we agree. We intentionally boarded up the building internally, so the plywood isn't showing outside and look abandoned. We keep up the exterior landscaping so its not an eyesore on western ave. We also issued an RFP for a grant writer for the CNI Grant in advance of the insurance of the NOFO for 2023 with plans to submit a planning or implementation grant application.

Board comments

Commissioner Daniel wanted to thank the HASB for showing her some of the locations of the Developments. She also wanted to share that she is learning more about the operations and the HASB and that she appreciates the hard work done by the staff.

Commissioner Chamblee said thanks.

Commissioner McNally said thanks for all your efforts.

The meeting was adjourned and seconded.

BOARD OF COMMISSIONERS MEETING

April 25, 2023

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ROLL CALL

PUBLIC COMMENT

EXECUTIVE DIRECTORS REPORT:

- RESIDENT INITIATIVES
- ADMINISTRATION
- ASSET MANAGEMENT (Public Housing and Housing Choice Voucher)
- FINANCE
- DEVELOPMENT and PROCUREMENT

BOARD MEMBERS COMMENTS

BOARD CHAIR CLOSING REMARKS

MEETING ADJOURNED

Directors Report Agenda

- I. RESIDENT INITIATIVES
- II. ADMINISTRATION
- III. LOW INCOME PUBLIC HOUSING
- IV. HOUSING CHOICE VOUCHER PROGRAM
- V. FINANCE REPORT
- VI. REAL ESTATE, INVESTMENT and DEVELOPMENT

CREATING OPPORTUNITIES FOR FAMILIES THROUGH RESIDENT SERVICES

We have continued our After School programming at the Community Centers at LaSalle Landing and Harbor Homes which will continue through the end of the school year in May.

We held a Tuesday BINGO for the Seniors in the Community Room of the West Scott Apartments (501 building) sponsored by Village Medical and Mr. Dwight Williams. Village Medical at Walgreens physicians and Walgreens pharmacy team members work together to provide coordinated care for chronic conditions, as well as everyday illnesses and injuries. Immediately following their medical visits, patients can fill prescriptions, often at the same location if they choose. Our residents were able to gain important information about this resource and had loads of fun in the process.

We also hosted Melanie Smith-Guillaume from the League of Women Voters who came to the 501 building and talked with the residents about voter information and registration. Several residents took this opportunity to check their registration status and, if needed, register to vote.



FSS Program Participates

The Family Self Sufficiency Program (FSS) promotes the development of local strategies to coordinate public and private resources that help housing choice voucher program participants and public housing tenants obtain employment that will enable participating families to achieve economic independence.

	Number FSS Participants enrolled	HCV Program Participants	LIPH Program Participants	Number with Escrow Accounts	Total Amount of Escrow Accounts
January 2023	63	49	14	31	\$49,396.86
February 2023	62	49	13	32	\$53,341.86
March 2023	59	46	13	27	\$54,109.00
April 2023					
May 2023					
June 2023					
July 2023					
August 2023					
September 2023					
October 2023					
November 2023					
December 2023					

Board Report April 2023

- Ramiah Williams, Mortgage Loan Originator for Hallmark Home Mortgage was the guest speaker at the FSS March monthly meeting. She spoke on Home Ownership, loan options, low or no down payment, and provided several down payment assistance programs.
- FSS provided St. Joseph County Voter Registration cards and voter registration literature to FSS participants at the March monthly meeting.
- FSS referred 21 participants that have completed the Financial Literacy Class to Janella Davis, HUD Counselor, City of South Bend. Ms. Davis will assist participants in creating an individual budget plan and credit repair.
- FSS referred several participants to Kaylee Hershberger, Goodwill Industries for Career Counseling and Job Training.
- FSS attended File Vision Training.

Administration Report

Human Resource Report February 2023

INSURANCE UPDATE

Summary of the changes realized from 2022 to 2023 insurance coverage.

Year	Liability	Property	Total Premiums	Difference
2023	\$340,584	\$277,390	\$617,974	\$49,680 increase due to the unbundling of the property addresses by the insurance company
2022	\$360,169	\$208,125	\$568,294	

Insurance

A review was conducted of health insurance for The Housing Authority to ensure that new employees are insured through Anthem. This review is necessary due to the delay in the start of coverage for new employees.

Staffing

We continue to advertise for open positions for maintenance, HCV Case Manager and Public Housing Assistant Property Manager.



LOW INCOME PUBLIC HOUSING (LIPH)

	December 2022	January 2023	February 2023	March 2023
Waiting List	1191	1480	1762	1726
Occupancy Rate				
Unit Turnaround Time (Days)	14	14	10	10

AMP	Property	Total Units	Units Occupied	Units Vacant	Units under Vacancy Reduction Program with a Contractor
1	Monroe Circle	92	0	92	0 Section 18 Application
	Laurel Court	42	33	9	0
	Harbor Homes	54	40	14	0
2	Rabbi Shulman/628	127	0	127	0 Section 18 Application
	West Scott /501	127	65	62	0
	Quads	52	48	5	3
3	South Bend Avenue	20	14	4	2 units office 4 with contractor
	Edison Gardens	19	15	4	4
	Twyckenham	18	13	5	5
	Scattered Sites 09	47	33	14	0
	Scattered Sites 10	66	34	32	0
4	LaSalle Landing	24	20	4	0
	Scattered Sites 12	44	24	20	0
	Scattered Sites 17	50	37	13	0
	Scattered Sites 18	31	19	12	0
TOTAL		813	395	417-92-127=198	16

Workorders	Emergency				Routine			
	Property	December	January	February	March	December	January	February
Monroe Circle	0	0	0	0	3	2	2	0
Plaza Apts.	0	0	0	0	0	0	0	0
Laurel Court	0	0	0	0	10	18	5	42
Lasalle Landing	0	0	0	0	9	11	16	12
South Bend Avenue	0	0	0	0	6	14	12	12
Westcott Apts.	0	0	0	0	18	43	65	64
Harbor Homes	0	0	0	0	15	21	44	33
Scattered Sites (IN15-09)	0	0	0	0	12	8	19	15
Scattered Duplexes (10)	0	0	0	0	12	16	30	19
Edison Gardens	0	0	1	0	5	14	10	20
Twyckenham	0	0	0	0	3	3	4	5
Scattered Sites (IN15-12)	0	0	0	0	2	5	6	7
Acquisition Scattered Sites (IN15-17)	0	0	0	0	5	7	11	16
Scattered Sites (IN15-18)	0	0	0	0	1	4	5	7
Non-Tenant work orders			0	0		22	20	17
Totals	0	0	1	0	101	188	249	284

Tenant Account Receivables (TARS / rent collection)				
Property	December 2022	January 2023	February 2023	March 2023
Monroe Circle	100%	0	0	0
Plaza Apts.	0	0	0	0
Laurel Court	100%	1.28%	2.65%	117%
Lasalle Landing	182%	1.02	1.09%	107%
South Bend Avenue	101%	1.08	1.08%	98%
Westcott Apts.	100%	94	1.09%	99%
Harbor Homes	111%	1.01	.91%	109%
Scattered Sites (IN15-09)	90%	1.34	1.06%	97%
Scattered Duplexes (IN15-10)	106%	1.00	.98%	134%
Edison Gardens	160%	1.30	.71%	190%
Twyckenham	123%	90	1.21%	115%
Scattered Sites (IN15-12)	129%	1.07	.64%	185%
Acquisition Scattered Sites (IN15-17)	99%	92	.87%	133%
Scattered Sites (IN15-18)	100%	1.01	1.05%	321%

Development	March 2023		TARS Percentage
	Billed	Collected	% collected
Laurel Court	\$3,214.00	\$3,767.00	117%
LaSalle Landing	\$4,866.00	\$5,230.00	107%
South Bend Avenue	\$4,436.00	\$4,367.49	98%
West Scott/ Quads (501)	\$31,862.00	\$31,564.54	99%
Harbor Homes	\$8,357.00	\$9,081.00	109%
Scattered Sites 15-09	\$12,538.00	\$12,126.50	97%
Scattered Duplexes 15-10	\$9,568.00	\$12,850.58	134%
Edison	\$3,804.00	\$7,236.00	190%
Twyckenham	\$3,085.00	\$3,552.00	115%
Scattered 15-12	\$7,595.30	\$14,048.00	185%
Scattered 15-17	\$15,200.00	\$20,278.46	133%
Scattered 15-18	\$2,612.00	\$8,387.00	321%

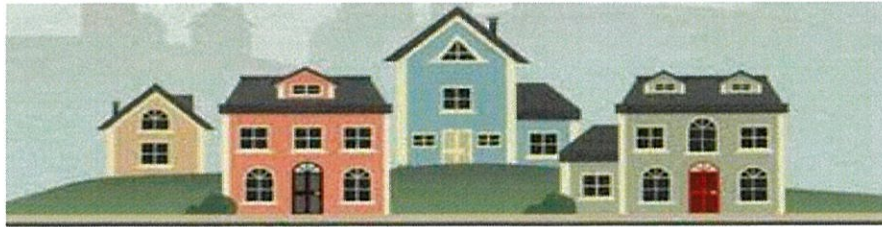
In the month of March, we leased up (5) off the waiting list. Transfers (3)

Closed intake file for no response (31) from waiting list applicants.

Units ready to lease (5)

Capital Expenditures (Grants)

Grant Year	Awarded	Expended	Remaining Balance	Action taken
2021	\$2,312,670.00	\$2,311,896.22	\$773.78	Development Planning/Demolition
2022	\$2,830,526.00	\$566,526.66	\$2,263,999.34	Vacancy Reduction
2023	\$2,839,396.00	\$0.00	\$2,839,396.00	Vacancy Reduction and other Capital Activities
2021 PH Shortfall	\$1,137,402.00	\$769,350.00	first allocation = 0 Second allocation 0.00 Third allocation \$368,052.00	South Bend Avenue/ Vacancy Reduction Planning \$360,052 available 08/23
2022 PH Shortfall	\$1,548,904.00	\$342,675.19	\$1,206,228.81	Vacancy Reduction AMPS 3 and 4 Funds available March 2023
Safety and Security Grant Locks Change	\$103,461.00	\$87,917.94	\$15,543.06	Changing Locks on all PH Properties
Safety and Security Grant Carbon Monoxide Detectors	\$122,076.00	\$63,576.00	\$58,500	Purchase and install Carbon Monoxide Detectors in every unit
Total	\$10,894,435.00	\$4,141,942.01	\$6,752,492.99	



Housing Choice Voucher Program (HCVP)

HCVP Program Summary				
		January 2023	February 2023	March 2023
Total Households Served		2,217	2,239	2,262
	HCVP	2,005	2,027	2,055
	VASH Veterans	84	84	81
	FSS	44	44	43
	Emergency Housing Vouchers (EHV)	9	10	10
	Foster Youth (FYI)	13	12	12
	Port In	9	9	8
	Port Out	30	29	28
	Relocation	44	44	44
Reporting Rate		100%	99%	99%
Waiting List		719	321	128

HCVP Process Summary			
	January 2023	February 2023	March 2023
Vouchers Issued (On the Street)	173	207	224
Request for Tenancy Approval (RFTA) Processed	87	63	118
New Move In/Port In/Changes of Unit	18/1/8	16/0/13	5/1/8
Interim Changes	55	76	76
Annual Reexaminations	128	130	136
End of Participation	16	15	33

HCVP Housing Quality Standard Inspections Summary			
	January 2023	February 2023	March 2023
Total Number of Inspections	301	305	476
Initial Inspections	99	64	109
Initial Re-inspections	32	23	22
Annual Inspections	111	137	220
Annual Re-inspections	77	57	91
Abatement Inspections	12	12	21
Special Inspections	2	4	2
No Show %	10%	9%	10%

HCV Program Highlights:

- **2021-2022 Audit Completed;**
- **T. Murphy and L. Wallace successfully completed HCV-PBV Certification through NAHRO;**
- **FileVision Electronic Case Management System training completed by all HCV staff;**
- **2023 Waitlist Opened and Closed without issue. Certification of priority preferences underway.**



Financial Report

For the April 25, 2023, Board Meeting

Prepared for the Executive Director

And

The Board of Commissioners

Summary

- The compilation is done by amp; therefore, the budget to actual is prepared by amp.
- The YTD expenses and revenues from the previous year are added for a monthly comparison between the two years.
- A PUM page has been added so that the ability to evaluate costs by line can be done.
- A shortfall funding budget was added to separate out the actual maintenance costs that were performed at AMP 3 and AMP 4 with the funding.
- Other variances will be discussed in more detail at the board meeting.

South Bend LIPH
 FY 2023
 October 1, 2022-September 30, 2023

PUM ANALYSIS FOR AMPS

		38%		37%		65%		63%
		Amp 1	Amp 2	Amp 3	Amp 4			
		71	112	110	94			
		188	306	170	149			
UML		AMP 1	AMP 2	AMP 3	AMP 4			
ACC units		3.31.23 fye ytd	3.31.23 fye	3.31.23 fye ytd	3.31.23 fye ytd	3.31.23 fye ytd	AMP 4	
	Description	actuals	ytd actuals	actuals	actuals	actuals	PUM	PUM
Revenue								
	Rental Income	94,864	206,187	306.83	184,691	279.83	165,224	292.95
	Other Tenant Income	11,725	5,366	7.99	8,483	12.85	8,477	15.03
	Other Income	1,683	1,959	2.92	48,687	73.77	1,549	2.75
	Fraud Income							
	Grant Income							
	Operating Subsidy	405,496	429,220	638.72	314,623	476.70	284,455	504.35
	Shortfall funding				-	-		
	HAP Subsidy				-	-		
	Admin Fee Income							
	Port VASH (HAP)							
	Port VASH (Admin Fee)							
	Capital Fund Management Fee (1410)							
	Capital Fund Ops Transfer (1406)	-	-	-	-	-	-	-
	Bookkeeping Fee							
	Management Fee							
	Total Revenue	513,767	642,732	956.45	556,484	843.16	459,705	815.08
Expenses								
	Administrative Salaries	48,777	38,052	56.62	47,673	72.23	61,589	109.20
	Office Expense	18,949	20,650	30.73	18,273	27.69	14,547	25.79
	Other Administrative Expense	3,247	844	1.26	3,386	5.13	1,024	1.82
	Legal Expense	2,415	9,635	14.34	4,559	7.06	16,463	29.19
	Audit Expense	1,136	7,996	11.90	2,988	4.53	2,628	4.66
	Advertising							
	Travel and Training	-	-	-				
	Bookkeeping Exp	3,676	5,438	8.09	4,723	7.16	4,500	7.98
	Asset Management Expense	11,280	-	-	9,900	15.00	8,700	15.43
	Management Fee Exp	31,795	47,075	70.05	40,911	61.99	38,966	69.09
	Total Admin Expenses	121,275	129,690	192.99	132,512	200.78	148,417	263.15
Resident Services								
	Resident Services Salaries							
	Benefits							
	Total Resident Services							
Utility								
	Water	13,794	46,659	69.43	21,072	31.93	15,055	26.69
	Electric	5,297	56,397	83.92	12,013	18.20	21,065	37.35
	Gas	15,814	26,097	38.84	24,970	37.83	19,400	34.40
	Total Utility	34,906	129,153	192.19	58,055	87.96	55,520	98.44
Maintenance								
	Maintenance Wages	45,671	46,431	69.09	81,028	122.77	92,498	164.00
	Maintenance Materials	79,240	59,420	88.42	106,621	161.55	39,072	69.28
	Maintenance Contracts	65,736	174,328	259.42	54,824	83.07	27,711	49.13
	Total Maintenance	190,647	280,179	416.93	242,472	367.38	159,280	282.41
	Security Contracts/Costs	57	21,030	31.29	53	0.08	255	0.45
	Insurance Costs	47,007	86,039	128.03	42,486	64.37	50,828	90.12
	Employee Benefits	28,198	33,979	50.56	46,427	70.34	31,354	55.59
	Bad Debt	-	-	-	-	-	-	-
	Vash Port (HAP) Expense							
	HAP Expense							
	FSS Expense							
	Other General Expense							
	Total Other Expense	75,262	141,047	209.89	88,966	134.80	82,437	146.16
	Net Income Before Depreciation +/-	91,677	(37,338)	(55.56)	34,478	52.24	14,051	24.91
	Depreciation	132,550	85,968	127.93	58,450	88.56	84,150	149.20
	Net Income After Depreciation +/-	(40,873)	(123,306)	(183.49)	(23,972)	(36.32)	(70,099)	(124.29)

South Bend LIPH
 FY 2023
 October 1, 2022-September 30, 2023

AMP 1

UML
 ACC units

Description	3.31.23 fye ytd		3.31.22 fye		3.31.23 fye ytd	
	FYE 23 Budget	actuals	ytd actuals	budget	% of Budget	
Revenue						
Rental Income	130,193	94,864	140,753	65,097	146%	
Other Tenant Income	13,125	11,725	3,394	6,563	179%	
Other Income	127,859	1,683	25,896	63,930	3%	
Fraud Income						
Grant Income						
Operating Subsidy	781,211	405,496	472,285	390,606	104%	
HAP Subsidy						
Admin Fee Income						
Port VASH (HAP)						
Port VASH (Admin Fee)						
Capital Fund Management Fee (1410)						
Capital Fund Ops Transfer (1406)	74,336	-	6,150	37,168	0%	
Bookkeeping Fee						
Management Fee						
Total Revenue	1,126,724	513,767	648,478	563,362	91%	
Expenses						
Administrative Salaries	121,099	48,777	72,676	60,550	81%	
Office Expense	20,623	18,949	11,787	10,312	184%	
Other Administrative Expense	4,935	3,247	2,466	2,468	132%	
Legal Expense	12,458	2,415	7,990	6,229	39%	
Audit Expense	6,814	1,136	3,407	3,407	33%	
Advertising	-	-	-	-		
Travel and Training	226	-	173	113	0%	
Bookkeeping Exp	7,541	3,676	6,348	3,771	97%	
Asset Management Expense	13,360	11,280	-	6,680	169%	
Management Fee Exp	64,602	31,795	54,380	32,301	98%	
Total Admin Expenses	251,658	121,275	159,227	125,829	96%	
Resident Services						
Resident Services Salaries						
Benefits						
Total Resident Services	-	-	-	-	-	
Utility						
Water	63,042	13,794	27,439	31,521	44%	
Electric	10,588	5,297	4,829	5,294	100%	
Gas	25,830	15,814	13,791	12,915	122%	
Total Utility	99,460	34,906	46,059	49,730	70%	
Maintenance						
Maintenance Wages	231,066	45,671	122,299	115,533	40%	
Maintenance Materials	132,352	79,240	59,715	66,176	120%	
Maintenance Contracts	201,760	65,736	90,488	100,880	65%	
Total Maintenance	565,178	190,647	272,502	282,589	67%	
Security Contracts/Costs	-	57	195	-		
Insurance Costs	100,369	47,007	43,654	50,185	94%	
Employee Benefits	98,809	28,198	55,263	49,405	57%	
Bad Debt	6,510	-	-	3,255	0%	
Vash Port (HAP) Expense	-	-	-	-		
HAP Expense	-	-	-	-		
FSS Expense	-	-	-	-		
Other General Expense	-	-	-	-		
Total Other Expense	205,688	75,262	99,112	102,844	73%	
Net Income Before Depreciation +/-	4,739	91,677	71,578	2,370	3868%	
Depreciation	265,100	132,550	132,550	132,550	100%	
Net Income After Depreciation +/-	(260,361)	(40,873)	(60,972)	(130,180)	31%	

South Bend LIPH
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AMP 2

UML
 ACC units

Description	3.31.23 fye ytd		3.31.22 fye ytd		3.31.23 fye	
	FYE 23 Budget	actuals	actuals	ytd budget	% of Budget	
Revenue						
Rental Income	435,199	206,187	263,367	217,600	95%	
Other Tenant Income	15,207	5,366	4,112	7,604	71%	
Other Income	2,674	1,959	45	1,337	147%	
Fraud Income						
Grant Income						
Operating Subsidy	754,383	429,220	402,955	377,192	114%	
HAP Subsidy						
Admin Fee Income						
Port VASH (HAP)						
Port VASH (Admin Fee)						
Capital Fund Management Fee (1410)						
Capital Fund Ops Transfer (1406)	343,252	-	260,338	171,626	0%	
Bookkeeping Fee						
Management Fee						
Total Revenue	1,550,715	642,732	930,817	775,358	83%	
Expenses						
Administrative Salaries	146,080	38,052	46,603	73,040	52%	
Office Expense	42,492	20,650	22,420	21,246	97%	
Other Administrative Expense	4,202	844	1,821	2,101	40%	
Legal Expense	22,983	9,635	11,787	11,492	84%	
Audit Expense	11,452	7,996	5,725	5,726	140%	
Advertising	-	-	-	-		
Travel and Training	-	-	-	-		
Bookkeeping Exp	14,532	5,438	7,095	7,266	75%	
Asset Management Expense	-	-	9,460	-	0%	
Management Fee Exp	124,494	47,075	60,779	62,247	76%	
Total Admin Expenses	366,235	129,690	165,690	183,118	71%	
Resident Services						
Resident Services Salaries						
Benefits						
Total Resident Services	-	-	-	-	-	
Utility						
Water	97,157	46,659	46,422	48,579	96%	
Electric	150,959	56,397	71,656	75,480	75%	
Gas	53,316	26,097	29,115	26,658	98%	
Total Utility	301,432	129,153	147,193	150,716	86%	
Maintenance						
Maintenance Wages	102,894	46,431	74,912	51,447	90%	
Maintenance Materials	180,620	59,420	103,638	90,310	66%	
Maintenance Contracts	292,889	174,328	159,314	146,445	119%	
Total Maintenance	576,403	280,179	337,864	288,202	97%	
Security Contracts/Costs	-	21,030	28,556	-	0%	
Insurance Costs	180,537	86,039	85,529	90,269	95%	
Employee Benefits	87,320	33,979	50,000	43,660	78%	
Bad Debt	21,760	-	-	10,880	0%	
Vash Port (HAP) Expense	-	-	-	-		
HAP Expense	-	-	-	-		
FSS Expense	-	-	-	-		
Other General Expense	-	-	-	-		
Total Other Expense	289,617	141,047	164,085	144,809	97%	
Net Income Before Depreciation +{(-)	17,028	(37,338)	115,985	8,514	-439%	
Depreciation	171,936	85,968	85,977	85,968	100%	
Net Income After Depreciation +/(-)	(154,908)	(123,306)	30,008	(77,454)	159%	

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AMP 3

UML
 ACC units

Description	FYE 23 Budget	3.31.23 fye ytd actuals	3.31.22 fye ytd actuals	March ytd Budget	% of Budget
Revenue					
Rental Income	320,005	184,691	172,672	160,003	115%
Other Tenant Income	29,566	8,483	8,058	14,783	57%
Other Income	39,278	48,687	28,120	19,639	248%
Fraud Income					
Grant Income					
Operating Subsidy	610,262	314,623	250,534	305,131	103%
Shortfall funding		-	-		
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	27,765	-	97,352	13,883	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,026,876	556,484	556,736	513,438	108%
Expenses					
Administrative Salaries	98,406	47,673	46,402	49,203	97%
Office Expense	20,603	18,273	9,625	10,302	177%
Other Administrative Expense	3,891	3,386	2,560	1,946	174%
Legal Expense	1,390	4,659	826	695	670%
Audit Expense	5,980	2,988	2,989	2,990	100%
Advertising	-			-	
Travel and Training	264			132	
Bookkeeping Exp	12,961	4,723	5,696	6,481	73%
Asset Management Expense	19,800	9,900		9,900	100%
Management Fee Exp	111,035	40,911	48,798	55,518	74%
Total Admin Expenses	274,330	132,512	116,896	137,165	97%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	59,711	21,072	28,429	29,856	71%
Electric	21,473	12,013	8,385	10,737	112%
Gas	30,922	24,970	14,012	15,461	162%
Total Utility	112,106	58,055	50,826	56,053	104%
Maintenance					
Maintenance Wages	102,894	81,028	66,415	51,447	157%
Maintenance Materials	140,395	106,621	74,081	70,198	152%
Maintenance Contracts	126,700	54,824	75,146	63,350	87%
Total Maintenance	369,989	242,472	215,642	184,995	131%
Security Contracts/Costs	-	53	171	-	0%
Insurance Costs	89,585	42,486	49,394	44,793	95%
Employee Benefits	73,059	46,427	31,423	36,530	127%
Bad Debt	16,000	-	-	8,000	0%
Vash Port (HAP) Expense	-			-	
HAP Expense	-			-	
FSS Expense	-			-	
Other General Expense	-			-	
Total Other Expense	178,644	88,966	80,988	89,322	100%
Net Income Before Depreciation +/-	91,807	34,478	92,384	45,904	75%
Depreciation	116,900	58,450	58,450	58,450	100%
Net Income After Depreciation +/-	(25,093)	(23,972)	33,934	(12,547)	191%

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AMP 4

UML
 ACC units

Description	FYE 23 Budget	3.31.23 fye ytd actuals	3.31.22 fye ytd actuals	March ytd Budget	% of Budget
Revenue					
Rental Income	302,489	165,224	174,573	151,245	109%
Other Tenant Income	12,121	8,477	6,228	6,061	140%
Other Income	47,360	1,549	27,913	23,680	7%
Fraud Income					
Grant Income					
Operating Subsidy	543,155	284,455	181,493	271,578	105%
Shortfall funding					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	12,278	-	4,800	6,139	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	917,403	459,705	395,007	458,702	100%
Expenses					
Administrative Salaries	121,099	61,589	16,782	60,550	102%
Office Expense	17,294	14,547	9,953	8,647	168%
Other Administrative Expense	1,697	1,024	811	849	121%
Legal Expense	11,704	16,463	4,638	5,852	281%
Audit Expense	5,254	2,628	2,628	2,627	100%
Advertising	-			-	
Travel and Training	199			100	
Bookkeeping Exp	11,390	4,500	5,233	5,695	79%
Asset Management Expense	17,400	8,700		8,700	
Management Fee Exp	97,576	38,966	44,825	48,788	80%
Total Admin Expenses	283,613	148,417	84,870	141,807	105%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	29,028	15,055	13,978	14,514	104%
Electric	42,803	21,065	15,792	21,402	98%
Gas	28,265	19,400	14,115	14,133	137%
Total Utility	100,096	55,520	43,885	50,048	111%
Maintenance					
Maintenance Wages	79,057	92,498	20,194	39,529	234%
Maintenance Materials	81,883	39,072	36,160	40,942	95%
Maintenance Contracts	115,556	27,711	64,842	57,778	48%
Total Maintenance	276,496	159,280	121,196	138,248	115%
Security Contracts/Costs	-	255	151	-	0%
Insurance Costs	106,992	50,828	47,091	53,496	95%
Employee Benefits	26,901	31,354	7,702	13,451	233%
Bad Debt	15,124	-		7,562	0%
Vash Port (HAP) Expense	-			-	
HAP Expense	-			-	
FSS Expense	-			-	
Other General Expense	-			-	
Total Other Expense	149,017	82,437	54,944	74,509	111%
Net Income Before Depreciation +(-)	108,181	14,051	90,112	54,091	26%
Depreciation	168,300	84,150	84,150	84,150	100%
Net Income After Depreciation +/-(-)	(60,119)	(70,099)	5,962	(30,060)	233%

South Bend FSS
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SHORTFALL FUNDING
 AMP 3

Description	FYE 23 Budget	3.31.23 fye ytd actuals	3.31.22 fye ytd actuals	March ytd Budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	1,243,513	414,222	364,247	621,757	67%
Operating Subsidy					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	1,243,513	414,222	364,247	621,757	67%
Expenses					
Administrative Salaries					
Office Expense					
Other Administrative Expense					
Legal Expense					
Audit Expense					
Advertising					
Travel and Training					
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	-	-	-	-	-
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water					
Electric					
Gas					
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts	1,243,513	414,222	365,497	621,757	67%
Total Maintenance	1,243,513	414,222	365,497	621,757	67%
Other Expense					
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt					
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	-	-	-	-	-
Net Income Before Depreciation +/-	-	-	(1,250)	-	0%
Depreciation					
Net Income After Depreciation +/-	-	-	(1,250)	-	-

HCVP ADMIN

Description	FYE 23 Budget	3.31.23 fye ytd actuals	3.31.22 fye ytd actuals	March ytd Budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income	-	30,100	10,726	-	0%
Fraud Income	28,426	32,991	6,313	14,213	232%
Grant Income					
Operating Subsidy					
HAP Subsidy					
Admin Fee Income	1,308,641	686,776	558,553	654,321	105%
Port VASH (HAP)	600,469	389,122	288,004	300,235	130%
Port VASH (Admin Fee)	54,811	26,681	23,335	27,406	97%
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	1,992,347	1,165,670	886,931	996,174	117%
Expenses					
Administrative Salaries	393,980	185,691	168,224	196,990	94%
Office Expense	61,686	36,184	35,297	30,843	117%
Other Administrative Expense	3,976	6,533	3,431	1,988	329%
Legal Expense	-	407	-	-	
Audit Expense	8,000	4,002	4,001	4,000	100%
Advertising	-	-	-	-	
HCV Inspections	89,311	39,441	54,386	44,656	
Travel and Training	5,725	-	2,567	2,863	0%
Bookkeeping Exp	183,136	93,645	92,183	91,568	102%
Management Fee Exp	293,017	149,832	147,492	146,509	102%
Total Admin Expenses	1,038,831	515,735	507,581	519,416	99%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water					
Electric					
Gas					
Total Utility					
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts					
Total Maintenance					
Security Contracts/Costs					
Insurance Costs	114,472	53,246	56,111	57,236	93%
Employee Benefits	132,205	64,600	54,242	66,103	98%
Bad Debt	-	-	-	-	
Vash Port (HAP) Expense	600,469	389,122	288,004	300,235	130%
HAP Expense	-	-	-	-	
FSS Expense	-	-	-	-	
Port Out Admin fee Expense	5,160	7,575	6,389	2,580	
Other General Expense	-	-	-	-	
Total Other Expense	852,306	514,542	404,746	426,153	121%
Net Income Before Depreciation +/(-)	101,210	135,393	(25,396)	50,605	268%
Depreciation	15,900	7,950	7,950	7,950	100%
Net Income After Depreciation +/(-)	85,310	127,443	(33,346)	42,655	299%

South Bend HCVP
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HCVP HAP

Description	FYE 23 Budget	3.31.23 fye ytd actuals	3.31.22 fye ytd actuals	March ytd Budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income	-	5,074	208	-	0%
Fraud Income	28,426	37,503	6,313	14,213	264%
Grant Income					
Operating Subsidy					
HAP Subsidy	15,397,902	8,852,991	7,191,119	7,698,951	115%
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	15,426,328	8,895,568	7,197,640	7,713,164	115%
Expenses					
Administrative Salaries					
Office Expense					
Other Administrative Expense					
Legal Expense					
Audit Expense					
Advertising					
HCV Inspections					
Travel and Training					
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	-	-	-	-	-
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water					
Electric					
Gas					
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts					
Total Maintenance	-	-	-	-	-
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt		-			
Vash Port (HAP) Expense					
HAP Expense	15,358,416	8,972,563	7,183,256	7,679,208	117%
FSS Expense	67,912	18,379	14,604	33,956	54%
Port Out Admin fee Expense					
Other General Expense					
Total Other Expense	15,426,328	8,990,942	7,197,860	7,713,164	117%
Net Income Before Depreciation +/-	-	(95,374)	(220)	-	-
Depreciation	-	-	-	-	-
Net Income After Depreciation +/-	-	(95,374)	(220)	-	-

South Bend FSS
 FY 2023
 October 1, 2022-September 30, 2023

GRANTS (FSS)

Description	GRANTS (FSS)				
	FYE 23 Budget	3.31.23 fye ytd actuals	3.31.22 fye ytd actuals	March ytd Budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	99,400	40,102	26,511	49,700	81%
Operating Subsidy					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	99,400	40,102	26,511	49,700	81%
Expenses					
Administrative Salaries					
Office Expense					
Other Administrative Expense					
Legal Expense					
Audit Expense					
Advertising					
Travel and Training					
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	-	-	-	-	-
Resident Services					
Resident Services Salaries	64,772	28,523	21,577	32,386	88%
Benefits	34,628	10,523	4,934	17,314	61%
Total Resident Services	99,400	39,046	26,511	49,700	79%
Utility					
Water					
Electric					
Gas					
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts					
Total Maintenance	-	-	-	-	-
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt					
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense		1,056			
Total Other Expense	-	1,056	-	-	-
Net Income Before Depreciation +/-	-	-	-	-	-
Depreciation					
Net Income After Depreciation +/-	-	-	-	-	-

South Bend COCC
 FY 2023
 October 1, 2022-September 30, 2023

COCC

Description	3.31.23 fye ytd		3.31.22 fye		March ytd	% of Budget
	FYE 23 Budget	actuals	ytd actuals	Budget		
Revenue						
Rental Income	-	-	-	-	-	-
Other Tenant Income	-	-	-	-	-	-
Other Income	140,139	58,327	64,184	70,070	83%	
Fraud Income	-	-	-	-	-	-
Grant Income	-	-	-	-	-	-
Operating Subsidy	-	-	-	-	-	-
HAP Subsidy	-	-	-	-	-	-
Admin Fee Income	-	-	-	-	-	-
Port VASH (HAP)	-	-	-	-	-	-
Port VASH (Admin Fee)	-	-	-	-	-	-
Capital Fund Management Fee (1410)	141,526	-	231,267	70,763	0%	
Capital Fund Ops Transfer (1406)	-	-	-	-	-	-
Asset Management Fee	50,560	29,880	9,460	25,280	0%	
Bookkeeping Fee	229,561	111,981	116,554	114,781	98%	
Management Fee	690,724	308,579	356,274	345,362	89%	
Total Revenue	1,252,510	508,767	777,739	626,255	81%	
Expenses						
Administrative Salaries	738,747	325,446	343,186	369,374	88%	
Office Expense	92,492	65,603	58,336	46,246	142%	
Other Administrative Expense	32,050	13,122	22,552	16,025	82%	
Legal Expense	12,706	3,726	7,417	6,353	59%	
Audit Expense	2,500	1,248	1,399	1,250	100%	
Advertising	270	76	181	135	56%	
Travel and Training	5,820	-	-	2,910	0%	
Bookkeeping Exp	-	-	-	-	-	-
Management Fee Exp	-	-	-	-	-	-
Total Admin Expenses	884,585	409,220	433,071	442,293	93%	
Resident Services						
Resident Services Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Other Resident Services	-	38,277	-	-	0%	
Total Resident Services	-	38,277	-	-	0%	
Utility						
Water	-	-	-	-	-	-
Electric	-	-	496	-	0%	
Gas	-	-	-	-	-	-
Total Utility	-	-	496	-	0%	
Maintenance						
Maintenance Wages	-	-	-	-	-	-
Maintenance Materials	-	-	3,000	-	0%	
Maintenance Contracts	22,813	1,780	2,309	11,407	16%	
Total Maintenance	22,813	1,780	5,309	11,407	16%	
Security Contracts/Costs	-	-	-	-	-	-
Insurance Costs	103,023	47,973	40,079	51,512	93%	
Employee Benefits	150,235	60,588	80,738	75,118	81%	
Bad Debt	-	-	-	-	-	-
Vash Port (HAP) Expense	-	-	-	-	-	-
HAP Expense	-	-	-	-	-	-
FSS Expense	-	-	-	-	-	-
Other General Expense	-	7,200	7,200	-	0%	
Total Other Expense	253,258	115,761	128,017	126,629	91%	
Net Income Before Depreciation +/-	91,854	(56,270)	210,846	45,927	-123%	
Depreciation	7,700	3,850	3,850	3,850	100%	
Net Income After Depreciation +/-	84,154	(60,120)	206,996	42,077	-143%	

Unit Count	96	185	165	145	591	COCC	HCVPHAP	HCVPOps	Total HCVP	Grants (FSS)	Elimination	Primary Government	Blended	Total
	AMP1	AMP2	AMP3	AMP4	Shortfall Funds									
Revenue														
Rental Income	130,193	435,199	320,005	302,489	1,187,886	-	-	-	-	-	-	1,187,886	-	1,187,886
Other Tenant Income	13,125	15,207	29,566	12,121	70,019	-	-	-	-	-	-	70,019	-	70,019
Other Income	127,859	2,674	39,278	47,360	217,171	140,139	-	-	-	-	-	357,311	-	357,311
Shortfall Funding														
Fraud Income							28,426	28,426	56,853			56,853		56,853
Grant Income					1,243,513					99,400		1,342,913		1,342,913
Operating Subsidy	781,211	754,383	610,262	543,155	2,689,012	-	15,397,902	15,397,902	15,397,902	-	-	2,689,012	-	2,689,012
HAP Subsidy								1,308,641	1,308,641			1,308,641		1,308,641
Admin Fee Income								600,469	600,469			600,469		600,469
Port VASH (HAP)								54,811	54,811			54,811		54,811
Port VASH (Admin Fee)								141,526	141,526			141,526		141,526
Capital Fund Management Fee (1410)	74,336	343,252	27,765	12,278	457,651	-	-	-	-	-	(229,561)	457,651	-	457,651
Capital Fund Ops Transfer (1406)											(50,560)	-	-	-
Bookkeeping Fee											(690,724)	-	-	-
Asset Management Fee												-	-	-
Management Fee												-	-	-
Total Revenue	1,126,724	1,550,715	1,026,877	917,403	1,243,513	1,252,510	15,426,328	1,992,347	17,418,676	99,400	(970,845)	23,664,974	-	23,664,974
Expenses														
Administrative Salaries	121,099	146,080	98,406	121,099	486,685	738,747	393,980	393,980	393,980			1,619,412		1,619,412
Office Expense	20,623	42,492	20,603	17,294	101,012	92,492	61,686	61,686	61,686			255,190		255,190
Other Administrative Expense	4,935	4,202	3,891	1,697	14,725	32,050	3,976	3,976	3,976			50,751		50,751
HQS Inspections							89,311	89,311	89,311			89,311		89,311
Legal Expense	12,458	22,983	1,390	11,704	48,535	12,706	-	-	-			61,241		61,241
Audit Expense	6,814	11,452	5,990	5,254	29,500	2,500	8,000	8,000	8,000			40,000		40,000
Advertising						270						270		270
Travel and Training	226	-	264	199	689	5,820	5,725	5,725	5,725		229,561	12,234		12,234
Bookkeeping Exp	7,541	14,532	12,951	11,390	46,425	-	183,136	183,136	183,136			-		-
Asset Management Fee	13,360	-	19,800	17,400	50,560	-	-	-	-		50,560	-		-
Management Fee Exp	64,602	124,494	111,035	97,576	397,707	-	293,017	293,017	293,017		690,724	-		-
Total Admin Expenses	251,659	366,236	274,329	283,614	1,175,838	884,586	1,038,831	1,038,831	1,038,831	-	970,845	2,128,410	-	2,128,410
Resident Services														
Resident Services Salaries										64,772		64,772		64,772
Benefits										34,628		34,628		34,628
Total Resident Services	-	-	-	-	-	-	-	-	-	99,400	-	99,400	-	99,400
Utility														
Water	63,042	97,157	59,711	29,028	248,939							248,939		248,939
Electric	10,588	150,959	21,473	42,803	225,824							225,824		225,824
Gas	25,830	53,316	30,922	28,265	138,333							138,333		138,333
Total Utility	99,460	301,433	112,107	100,097	613,096	-	-	-	-	-	-	613,096	-	613,096
Maintenance														
Maintenance Wages	231,066	102,894	102,894	79,057	515,911							515,911		515,911
Maintenance Materials	132,352	180,620	140,395	81,883	535,250							535,250		535,250
Maintenance Contracts	201,760	292,889	126,700	115,556	1,980,418	22,813	-	-	-			2,003,231		2,003,231
Total Maintenance	565,178	576,403	369,989	276,496	3,031,579	22,813	-	-	-	-	-	3,054,392	-	3,054,392
Security Contracts/Costs														
Insurance Costs	100,369	180,537	89,585	106,692	477,483	103,023	114,472	114,472	114,472			694,978		694,978
Employee Benefits	98,809	87,320	73,059	26,901	286,089	150,235	132,205	132,205	132,205			568,529		568,529
Bad Debt	6,510	21,760	16,000	15,124	59,394	-	-	-	-			59,394		59,394
Vash Port (HAP) Expense							600,469	600,469	600,469			600,469		600,469
Port out Admin Fee Expense							5,160	5,160	5,160			-		-

HAP Expense	-	-	-	-	-	-	-	-	-	15,358,416	15,358,416
FSS Expense	-	-	-	-	-	-	-	-	-	67,912	67,912
Other General Expense	-	-	-	-	-	-	-	-	-	-	-
Total Other Expense	205,688	289,617	178,644	149,017	822,966	253,258	15,426,328	852,306	16,273,474	17,349,699	17,349,699
Net Income Before Depreciation +(-)	4,739	17,027	91,807	108,179	221,753	91,853	-	101,210	106,370	419,976	419,976
Depreciation	265,100	171,936	116,900	166,500	722,236	7,700	-	15,900	15,900	745,836	745,836
Net Income After Depreciation +(-)	(260,361)	(154,909)	(25,093)	(60,121)	(500,483)	84,153	-	85,310	90,470	(325,860)	(325,860)

Development Activities

The HASB received the support of the City of South Bend and the Redevelopment commission who allocated funding to cover the cost of the demolition of the Monroe Circle development.

We anticipate that the RFP will be issued in May for a demolition contractor and demolition to occur in June.

We have partnered with the City of South Bend and the State of Indiana Department of Natural Resources to receive a grant to remove the underground storage tanks at the Rabbi Shulman property. The application for Petroleum Orphan Sites Initiatives (POSI) was completed and a Site Access Agreement was also executed to continue to move this project forward.

We are partnering with the City of South Bend as a Co-Applicant for the CNI Grant Application. We are currently looking at Grant writers for this process.

We received two applicants for the Project Based Vouchers and are moving forward with the selection of these two sites for PBV's. Diamond View Apartments LLC and Chateaux 14 Development LLC, both of which were awarded tax credits this year.