

SOUTH BEND HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

JULY 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.



BOARD OF COMMISSIONERS MEETING

JULY 2023

ROLL CALL

MEETING MINUTES

EXECUTIVE SESSION MEETING MINUTES

PUBLIC COMMENT

NEW BUSINESS

EXECUTIVE DIRECTORS REPORT:

- FAMILY SELF SUFFICIENCY
- ADMINISTRATION
- ASSET MANAGEMENT (Public Housing and Housing Choice Voucher)
- FINANCE
- DEVELOPMENT and PROCUREMENT

BOARD MEMBERS COMMENTS

BOARD CHAIR CLOSING REMARKS

MEETING ADJOURNED

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

REGULAR BOARD MEETING MINUTES

501 Alonzo Watson Drive

South Bend In 46601

June 2023

NOTICE WAS HEREBY GIVEN that the June 27th, 2023, Board of Commissioner meeting was canceled. There were three (3) Executive Sessions of the Board of Commissioners of the Housing Authority of South Bend. June 1st, 2023, June 7th, 2023, and July 3rd, 2023.

**Minutes from the Executive Session of the Board of Commissioners of
the Housing Authority of South Bend
June 1st and July 3rd, 2023**

1. Pursuant to Indiana Code 5-14-1.5-6.1(H)(5), an Executive Session was held for the purpose of receiving information about, and interviewing prospective employees.
2. In attendance for the meeting was Dr. Virginia Calvin, Stephen Luecke, Judd McNally, Roland Chamblee and Myrnetta Daniel.
3. The Executive Session was held in person at the LaSalle Landing Community Room located at 1831 Freemont, South Bend, IN 46613.
4. The Commissioners interviewed a prospective employee and evaluated the prospect of hiring the interviewee.
5. No other business was conducted, and the Board unanimously voted to adjourn the meeting.

In the July 7th, 2023, Executive Session of the Board of Commissioners of the Housing Authority of South Bend. Along with the above one through four noted items,

- 5 The Commissioners discussed and approved appointing Andy Delaney as interim Executive Director and Secretary-Treasurer of the Housing Authority of South Bend Indiana.
- 6 No other business was conducted, and the Board unanimously voted to adjourn the meeting.

RESOLUTION NO. 23-4407

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA, APPOINTING ANDY DELANEY AS INTERIM EXECUTIVE DIRECTOR AND SECRETARY-TREASURER OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA, AND ACCRUING TO HIM ALL OF THE RESPONSIBILITIES IN THE OPERATIONS OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA.

WHEREAS, the Board of Commissioners of the Housing Authority of the City of South Bend, Indiana appoints Andy Delaney as Interim Executive Director and Secretary-Treasurer and passing full authority, rights and privileges to serve as Interim Executive Director, with all statutory authority by which the Board of Commissioners may delegate powers and duties to its agents and employees (I.C. 36-7-18-10), effective June 5th, 2023, and:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of South Bend, Indiana, appoints Andy Delaney to function as Interim Executive Director; and,

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect from the date of its adoption and shall be filed in the permanent records of The Housing Authority of the City of South Bend, Indiana.

THE HOUSING AUTHORITY OF SOUTH BEND,
INDIANA BOARD OF COMMISSIONERS

By: _____

Virginia B. Calvin, Chairman

By: _____

Stephen Luecke, Vice-Chair

DATE APPROVED: _____

Directors Report Agenda

- I. FAMILY SELF SUFFICIENCY REPORT
- II. LOW INCOME PUBLIC HOUSING
- III. HOUSING CHOICE VOUCHER PROGRAM
- IV. FINANCE REPORT
- V. REAL ESTATE, INVESTMENT and DEVELOPMENT



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	59	46	13	28	\$59,232.00
May 2023	56	42	14	33	\$63,087.00
June 2023	69	56	13	33	\$66,892.00
July 2023					
August 2023					
September 2023					
October 2023					
November 2023					
December 2023					

Board Report June 2023

- Janella Davis, City of South Bend, HUD Counselor, was the guest speaker at the FSS June monthly meeting. She discussed credit, homeownership and how to become a first-time homebuyer through the Community Homebuyers Program.
- FSS will begin Financial Literacy Classes, in-person and zoom on Tuesday, July 25, 2023.
- FSS graduated Barbara Jones with a Certificate of completion.
- FSS enrolled 20 new participants and terminated 8 participants: HCV – (1) graduated; PH - (7) 1- Fraud (Unreported Income), 3- Evicted (Nonpayment), 2- Moved (vacated Unit), 1- FSS Contract Expired & Family did not fulfill obligations or keep appointments.

LOW INCOME PUBLIC HOUSING (LIPH)

	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023
Waiting List		1192				
Occupancy Rate						
Rent Collection (TARs)						
Vacated Accounts TARs	TBD					
Unit Turnaround Time (Days)						

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	27	15	
	Harbor Homes	54	37	17	
2	Rabbi Shulman/628	127	0	127	0 Section 18 Application
	West Scott /501	127	65	62	
	Quads	52	46	6	
3	South Bend Avenue	20	16	4	2 units office
	Edison Gardens	19	15	4	
	Twyckenham	18	12	6	
	Scattered Sites 09	47	31	16	0
	Scattered Sites 10	66	33	33	0
4	LaSalle Landing	24	20	4	0
	Scattered Sites 12	44	23	21	0
	Scattered Sites 17	50	30	20	0
	Scattered Sites 18	31	16	15	0
TOTAL		813	371	442-92-127=223	
		594			

Workorders	Emergency			Routine		
	Property	May	June	July	May	June
Monroe Circle	0	0		0	0	
Plaza Apts.	0	0		0	0	
Laurel Court	0	0		45	17	
Lasalle Landing	0	0		13	6	
South Bend Avenue	0	0		19	35	
Westcott Apts.	0	0		64	126	
Harbor Homes	0	0		39	11	
Scattered Sites (IN15-09)	0	0		27	25	
Scattered Duplexes (10)	0	0		49	32	
Edison Gardens	0	0		17	10	
Twyckenham	0	0		11	13	
Scattered Sites (IN15-12)	0	0		18	25	
Acquisition Scattered Sites (IN15-17)	0	0		33	35	
Scattered Sites (IN15-18)	0	0		12	17	
Non-Tenant work orders	0	0		24	21	
Totals				37	373	

	JUNE CHARGED	2023 PAID
Laurel Court	\$ 4,134.00	\$ 2,182.00
LaSalle Landing	\$ 8,381.00	\$ 7,576.71
South Bend Avenue	\$ 6,833.97	\$ 5,510.00
Westcott	\$ 31,688.99	\$ 30,396.68
Harbor Homes	\$ 5,991.00	\$ 4,102.00
Scattered Sites (15-09)	\$ 11,242.00	\$ 10,695.00
Scattered Sites (15-10)	\$ 10,111.27	\$ 8,233.00
Edison	\$ 5,038.00	\$ 3,292.00
Twyckenham	\$ 3,963.00	\$ 3,872.00
Scattered (15-12)	\$ 7,193.00	\$ 7,184.00
Scattered (15-17)	\$ 15,183.00	\$ 10,624.96
Scattered (15-18)	\$ 1,902.00	\$ 1,875.00
Total	\$ 111,661.23	\$ 95,543.35

In the month of June, we leased up (5) off the waiting list. Transfers (4)

Closed intake file for no response or request to be removed (128)

Units ready to lease (7)

Capital Expenditures (Grants)

Grant Year	Awarded	Expended	Remaining Balance	Action taken
2021	\$2,312,670.00	\$2,312,670.00	0.00	Development Planning/Demolition
2022	\$2,830,526.00	\$1,153,727.00	\$1,676,799.00	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	\$861,629.00	\$687,275	Vacancy Reduction AMPS 3 and 4 Funds available March 2023
Safety and Security Grant Locks Change	\$103,461.00	\$103,461.00	0.00	Changing Locks on all PH Properties
Safety and Security Grant Carbon Monoxide Detectors	\$122,076.00	\$58,509.00	\$63,567.00	Purchase and install Carbon Monoxide Detectors in every unit
Total	\$10,894,435.00	\$4,716,115.00	\$6,178,320.00	



Housing Choice Voucher Program (HCVP)

June 2023

HCVP Program Summary							
		January	February	March	April	May	June
Total Households Served		2,217	2,239	2,262	2,295	2,321	2,314
	HCVP	2,005	2,027	2,055	2,071	2,096	2,086
	VASH Veterans	84	84	81	79	80	83
	FSS	44	44	43	40	38	38
	Emergency Housing Vouchers (EHV)	9	10	10	14	18	22
	Foster Youth (FYI)	13	12	12	11	11	12
	Port In	9	9	8	8	8	8
	Port Out	30	29	28	26	25	29
	Relocation	44	44	44	45	45	45
Reporting Rate		100%	99%	99%	98%	98%	97%
Waiting List		719	321	128	1,999	1,924	1,824

HCVP Process Summary						
	January	February	March	April	May	June
Vouchers Issued (On the Street)	173	207	224	163	96	84
Request for Tenancy Approval (RFTA) Processed	87	63	118	93	53	67
New Move In/Port In/Changes of Unit	33/1/8	46/0/13	35/1/8	10/2/15	19/3/7	22/2/9
Interim Changes	55	76	76	104	168	132
Annual Reexaminations	128	130	136	108	93	106
End of Participation	16	15	33	31	38	24

HCVP Housing Quality Standard Inspections Summary						
	January	February	March	April	May	June
Total Number of Inspections	301	305	476	399	485	475
Initial Inspections	99	64	109	88	51	66
Initial Re-inspections	32	23	22	28	25	19
Annual Inspections	111	137	220	191	292	228
Annual Re-inspections	77	57	91	78	90	143
Abatement Inspections	12	12	21	10	10	9
Special Inspections	2	4	2	2	1	1
No Show %	10%	9%	10%	8%	10%	9%

HCVP Highlights:

- **Two new staff members added to HCV Program Team and onboarding completed for Kirin Moler and Katie Myrick.**
- **Award Letter received for 90 VASH vouchers; waiting on effective date from HUD.**
- **HUD Compliance Audit completed; including HASB HCV Panel Call.**
- **Staff Training: Compassionate Solutions for Problematic Behavior (Homelessness Series).**
- **Attended 2023 Indiana NAHRO Conference.**



June 2023, Financial Report

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

UML		Amp 1	34%	Amp 2	36%	Amp 3	63%	Amp 4	60%
ACC units			188		306		170		149
	Description	6.30.23 fye ytd actuals	AMP 1 PUM	6.30.23 fye ytd actuals	AMP 2 PUM	6.30.23 fye ytd actuals	AMP 3 PUM	6.30.23 fye ytd actuals	AMP 4 PUM
Revenue									
	Rental Income	132,809	230.57	309,827	310.14	328,901	341.54	257,580	321.57
	Other Tenant Income	14,727	25.57	10,566	10.58	-	-	17,337	21.64
	Other Income	2,373	4.12	1,959	1.96	114,687	119.09	1,549	1.93
	Fraud Income								
	Grant Income								
	Operating Subsidy	663,651	1,152.17	896,619	897.52	484,278	502.88	484,120	604.39
	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	813,560	1,412.43	1,218,970	1,220.19	927,867	963.52	760,586	949.55
Expenses									
	Administrative Salaries	78,373	136.06	54,408	54.46	76,824	79.78	107,963	134.78
	Office Expense	25,494	44.26	35,186	35.22	25,581	26.56	19,807	24.73
	Other Administrative Expense	3,303	5.74	1,133	1.13	4,143	4.30	1,147	1.43
	Legal Expense	2,735	4.75	25,532	25.56	7,613	7.91	21,033	26.26
	Audit Expense	2,839	4.93	17,708	17.73	6,723	6.98	5,913	7.38
	Advertising								
	Travel and Training								
	Bookkeeping Exp	5,162	8.96	8,026	8.03	7,138	7.41	6,568	8.20
	Asset Management Expense	16,920	29.38	-	-	14,850	15.42	13,050	16.29
	Management Fee Exp	44,805	77.79	69,733	69.80	62,057	64.44	57,074	71.25
	Total Admin Expenses	179,632	311.86	211,724	211.94	204,928	212.80	232,554	290.33
Resident Services									
	Resident Services Salaries								
	Benefits								
	Total Resident Services								
Utility									
	Water	18,063	31.36	58,378	58.44	32,425	33.67	22,990	28.70
	Electric	7,572	13.15	67,917	67.98	18,130	18.83	32,262	40.28
	Gas	18,067	31.37	35,299	35.33	32,892	34.16	25,885	32.32
	Total Utility	43,702	75.87	161,593	161.76	83,447	86.65	81,136	101.29
Maintenance									
	Maintenance Wages	68,023	118.09	79,924	80.00	132,176	137.25	149,527	186.68
	Maintenance Materials	86,030	149.36	94,992	95.09	119,005	123.58	54,076	67.51
	Maintenance Contracts	92,653	160.86	233,520	233.75	104,850	108.88	84,476	105.46
	Total Maintenance	246,705	428.31	408,435	408.84	356,031	369.71	288,079	359.65
	Security Contracts/Costs	5,186	9.00	32,812	32.84	79	0.08	383	0.48
	Insurance Costs	67,303	116.85	125,351	125.48	61,540	63.90	74,060	92.46
	Employee Benefits	44,997	78.12	52,467	52.52	62,262	64.65	50,674	63.26
	Bad Debt	13,275	23.05	2,239	2.24	-	-	-	-
	Vash Port (HAP) Expense								
	HAP Expense								
	FSS Expense								
	Other General Expense								
	Total Other Expense	130,761	227.02	212,868	213.08	123,881	128.64	125,117	156.20
	Net Income Before Depreciation +/-	212,759	369.37	224,349	224.57	159,579	165.71	33,699	42.07
	Depreciation	198,825	345.18	128,952	129.08	87,675	91.04	126,225	157.58
	Net Income After Depreciation +/-	13,934	24.19	95,397	95.49	71,904	74.67	(92,526)	(115.51)

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

AMP 1

UML
 ACC units

Description	FYE 23 Budget	6.30.23 fye ytd	6.30.22 fye	6.30.23 fye	% of Budget
		actuals	ytd actuals	ytd budget	
Revenue					
Rental Income	130,193	132,809	219,085	97,645	136%
Other Tenant Income	13,125	14,727	9,844	9,844	150%
Other Income	127,859	2,373	95,894	95,894	2%
Fraud Income					
Grant Income					
Operating Subsidy	781,211	663,651	723,967	585,908	113%
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	55,752	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,126,724	813,560	1,054,940	845,043	96%
Expenses					
Administrative Salaries	121,099	78,373	99,896	90,824	86%
Office Expense	20,623	25,494	15,467	15,467	165%
Other Administrative Expense	4,935	3,303	3,702	3,701	89%
Legal Expense	12,458	2,735	9,343	9,344	29%
Audit Expense	6,814	2,839	8,159	5,111	56%
Advertising	-	-	-	-	-
Travel and Training	226	-	169	170	0%
Bookkeeping Exp	7,541	5,162	9,042	5,656	91%
Asset Management Expense	13,360	16,920	12,056	10,020	169%
Management Fee Exp	64,602	44,805	77,463	48,452	92%
Total Admin Expenses	251,658	179,632	235,297	188,744	95%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	63,042	18,063	46,354	47,282	38%
Electric	10,588	7,572	7,785	7,941	95%
Gas	25,830	18,067	18,993	19,373	93%
Total Utility	99,460	43,702	73,132	74,595	59%
Maintenance					
Maintenance Wages	231,066	68,023	149,315	173,300	39%
Maintenance Materials	132,352	86,030	97,317	99,264	87%
Maintenance Contracts	201,760	92,653	148,353	151,320	61%
Total Maintenance	565,178	246,705	394,985	423,884	58%
Other Expense					
Security Contracts/	-	5,186	214	-	-
Costs					
Insurance Costs	100,369	67,303	66,277	75,277	89%
Employee Benefits	98,809	44,997	77,950	74,107	61%
Bad Debt	6,510	13,275	-	4,883	272%
Vash Port (HAP) Expense	-	-	-	-	-
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Other General Expense	-	-	-	-	-
Total Other Expense	205,688	130,761	144,441	154,266	85%
Net Income Before Depreciation +(-)	4,739	212,759	207,085	3,555	5985%
Depreciation	265,100	198,825	198,825	198,825	100%
Net Income After Depreciation +(-)	(260,361)	13,934	8,260	(195,270)	-7%

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

AMP 2

UML
 ACC units

Description	6.30.23 fye ytd		6.30.22 fye ytd		6.30.23 fye	
	FYE 23 Budget	actuals	actuals	ytd budget	% of Budget	
Revenue						
Rental Income	435,199	309,827	373,962	326,399	95%	
Other Tenant Income	15,207	10,566	9,445	11,405	93%	
Other Income	2,674	1,959	2,006	2,006	98%	
Fraud Income						
Grant Income						
Operating Subsidy	754,383	896,619	664,937	565,787	158%	
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	257,439	0%	
Bookkeeping Fee						
Management Fee						
Total Revenue	1,550,715	1,218,970	1,310,688	1,163,036	105%	
Expenses						
Administrative Salaries	146,080	54,408	78,213	109,560	50%	
Office Expense	42,492	35,186	31,869	31,869	110%	
Other Administrative Expense	4,202	1,133	3,151	3,152	36%	
Legal Expense	22,983	25,532	17,238	17,237	148%	
Audit Expense	11,452	17,708	13,697	8,589	206%	
Advertising	-	-	-	-		
Travel and Training	-	-	-	-		
Bookkeeping Exp	14,532	8,026	10,404	10,899	74%	
Asset Management Expense	-	-	-	-	0%	
Management Fee Exp	124,494	69,733	89,125	93,371	75%	
Total Admin Expenses	366,235	211,724	243,697	274,676	77%	
Resident Services						
Resident Services Salaries						
Benefits						
Total Resident Services	-	-	-	-	-	
Utility						
Water	97,157	58,378	71,439	72,868	80%	
Electric	150,959	67,917	111,000	113,219	60%	
Gas	53,316	35,299	39,203	39,987	88%	
Total Utility	301,432	161,593	221,642	226,074	71%	
Maintenance						
Maintenance Wages	102,894	79,924	102,982	77,171	104%	
Maintenance Materials	180,620	94,992	132,809	135,465	70%	
Maintenance Contracts	292,889	233,520	201,389	219,667	106%	
Total Maintenance	576,403	408,435	437,180	432,302	94%	
Security Contracts/Costs	-	32,812	35,681	-	0%	
Insurance Costs	180,537	125,351	127,193	135,403	93%	
Employee Benefits	87,320	52,467	70,717	65,490	80%	
Bad Debt	21,760	2,239	-	16,320	14%	
Vash Port (HAP) Expense	-	-	-	-		
HAP Expense	-	-	-	-		
FSS Expense	-	-	-	-		
Other General Expense	-	-	-	-		
Total Other Expense	289,617	212,868	233,591	217,213	98%	
Net Income Before Depreciation +(-)	17,028	224,349	174,578	12,771	1757%	
Depreciation	171,936	128,952	128,952	128,952	100%	
Net Income After Depreciation +(-)	(154,908)	95,397	45,626	(116,181)	-82%	

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

AMP 3

UML
 ACC units

Description	FYE 23 Budget	6.30.23 fye ytd actuals	6.30.22 fye ytd actuals	6.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income	320,005	328,901	274,977	240,004	137%
Other Tenant Income	29,566	-	22,050	22,175	0%
Other Income	39,278	114,687	29,459	29,459	389%
Fraud Income					
Grant Income					
Operating Subsidy	610,262	484,278	453,394	457,697	106%
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	20,824	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,026,876	927,867	877,232	770,157	120%
Expenses					
Administrative Salaries	98,406	76,824	73,734	73,805	104%
Office Expense	20,603	25,581	15,650	15,452	166%
Other Administrative Expense	3,891	4,143	2,918	2,918	142%
Legal Expense	1,390	7,613	917	1,043	730%
Audit Expense	5,980	6,723	7,158	4,485	150%
Advertising	-				
Travel and Training	264			198	
Bookkeeping Exp	12,961	7,138	8,112	9,721	73%
Asset Management Expense	19,800	14,850	10,816	14,850	
Management Fee Exp	111,035	62,057	69,491	83,276	75%
Total Admin Expenses	274,330	204,928	188,796	205,748	100%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	59,711	32,425	43,905	44,783	72%
Electric	21,473	18,130	15,789	16,105	113%
Gas	30,922	32,892	22,737	23,192	142%
Total Utility	112,106	83,447	82,431	84,080	99%
Maintenance					
Maintenance Wages	102,894	132,176	112,574	77,171	171%
Maintenance Materials	140,395	119,005	103,232	105,296	113%
Maintenance Contracts	126,700	104,850	109,088	95,025	110%
Total Maintenance	369,989	356,031	324,894	277,492	128%
Security Contracts/Costs	-	79	189	-	0%
Insurance Costs	89,585	61,540	73,255	67,189	92%
Employee Benefits	73,059	62,262	53,982	54,794	114%
Bad Debt	16,000	-	-	12,000	0%
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	178,644	123,881	127,426	133,983	92%
Net Income Before Depreciation +/-	91,807	159,579	153,685	68,855	232%
Depreciation	116,900	87,675	87,675	87,675	100%
Net Income After Depreciation +/-	(25,093)	71,904	66,010	(18,820)	-382%

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

AMP 4

UML
 ACC units

Description	FYE 23 Budget	6.30.23 fye ytd actuals	6.30.22 fye ytd actuals	6.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income	302,489	257,580	259,926	226,867	114%
Other Tenant Income	12,121	17,337	9,091	9,091	191%
Other Income	47,360	1,549	35,520	35,520	4%
Fraud Income					
Grant Income					
Operating Subsidy	543,155	484,120	382,636	407,366	119%
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	9,209	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	917,403	760,586	691,973	688,052	111%
Expenses					
Administrative Salaries	121,099	107,963	43,075	90,824	119%
Office Expense	17,294	19,807	13,120	12,971	153%
Other Administrative Expense	1,697	1,147	1,273	1,273	90%
Legal Expense	11,704	21,033	8,778	8,778	240%
Audit Expense	5,254	5,913	6,295	3,941	150%
Advertising	-	-	-	-	-
Travel and Training	199	-	-	149	-
Bookkeeping Exp	11,390	6,568	7,633	8,543	77%
Asset Management Expense	17,400	13,050	10,178	13,050	-
Management Fee Exp	97,576	57,074	65,393	73,182	78%
Total Admin Expenses	283,613	232,554	155,745	212,710	109%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	29,028	22,990	21,344	21,771	106%
Electric	42,803	32,262	31,473	32,102	100%
Gas	28,265	25,885	20,783	21,199	122%
Total Utility	100,096	81,136	73,600	75,072	108%
Maintenance					
Maintenance Wages	79,057	149,527	60,583	59,293	252%
Maintenance Materials	81,883	54,076	60,208	61,412	88%
Maintenance Contracts	115,556	84,476	98,847	86,667	97%
Total Maintenance	276,496	288,079	219,638	207,372	139%
Security Contracts/Costs	-	383	237	-	0%
Insurance Costs	106,992	74,060	71,616	80,244	92%
Employee Benefits	26,901	50,674	19,219	20,176	251%
Bad Debt	15,124	-	-	11,343	0%
Vash Port (HAP) Expense	-	-	-	-	-
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Other General Expense	-	-	-	-	-
Total Other Expense	149,017	125,117	91,072	111,763	112%
Net Income Before Depreciation +/-	108,181	33,699	151,918	81,136	42%
Depreciation	168,300	126,225	126,225	126,225	100%
Net Income After Depreciation +/-	(60,119)	(92,526)	25,693	(45,089)	205%

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

SHORTFALL FUNDING
 AMP 3

Description	FYE 23 Budget	6.30.23 fye ytd actuals	6.30.22 fye ytd actuals	6.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	1,243,513	933,176	465,473	932,635	100%
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	933,176	465,473	932,635	100%
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	933,176	465,473	932,635	100%
Total Maintenance	1,243,513	933,176	465,473	932,635	100%
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 +(-)	-	-	-	-	0%
Depreciation					
Net Income After Depreciation +/(-)	-	-	-	-	-

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

		HCVP HAP				
Description	FYE 23 Budget	6.30.23 fye ytd actuals	6.30.22 fye ytd actuals	6.30.23 fye ytd budget	% of Budget	
Revenue						
Rental Income						
Other Tenant Income						
Other Income	-	5,382	43,748	-	0%	
Fraud Income	28,426	44,606	21,320	21,320	209%	
Grant Income						
Operating Subsidy						
HAP Subsidy	15,397,902	13,802,516	10,745,521	11,548,427	120%	
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	13,852,503	10,810,589	11,569,746	120%	
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	14,099,726	11,012,459	11,518,812	122%	
FSS Expense	67,912	30,969	50,934	50,934	61%	
Port Out Admin fee Expense						
Other General Expense						
Total Other Expense	15,426,328	14,130,695	11,063,393	11,569,746	122%	
Net Income Before Depreciation +(-)	-	(278,192)	(252,804)	-		
Depreciation	-	-	-	-		
Net Income After Depreciation +/(-)	-	(278,192)	(252,804)	-		

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

HCVP ADMIN

Description	FYE 23 Budget	6.30.23 fye ytd actuals	6.30.22 fye ytd actuals	6.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income	-	31,750	23,632	-	0%
Fraud Income	28,426	41,492	21,320	21,320	195%
Grant Income					
Operating Subsidy					
HAP Subsidy					
Admin Fee Income	1,308,641	1,031,036	944,164	981,481	105%
Port VASH (HAP)	600,469	599,512	442,648	450,352	133%
Port VASH (Admin Fee)	54,811	40,761	37,513	41,108	99%
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	1,992,347	1,744,551	1,469,277	1,494,260	117%
Expenses					
Administrative Salaries	393,980	280,384	281,362	295,485	95%
Office Expense	61,686	60,685	46,265	46,265	131%
Other Administrative Expense	3,976	6,879	2,982	2,982	231%
Legal Expense	-	2,445	-	-	
Audit Expense	8,000	9,005	11,127	6,000	150%
Advertising	-	-	-	-	
HCV Inspections	89,311	81,587	66,983	66,983	
Travel and Training	5,725	-	4,365	4,294	0%
Bookkeeping Exp	183,136	142,493	134,865	137,352	104%
Management Fee Exp	293,017	228,388	215,784	219,763	104%
Total Admin Expenses	1,038,831	811,867	763,733	779,123	104%
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	75,078	79,593	85,854	87%
Employee Benefits	132,205	93,392	97,440	99,154	94%
Bad Debt	-	3,263	-	-	
Vash Port (HAP) Expense	600,469	599,512	442,648	450,352	133%
HAP Expense	-	-	-	-	
FSS Expense	-	-	-	-	
Port Out Admin fee Expense	5,160	7,575	8,347	3,870	
Other General Expense	-	-	-	-	
Total Other Expense	852,306	778,819	628,028	639,230	122%
Net Income Before Depreciation +(-)	101,210	153,865	77,516	75,908	203%
Depreciation	15,900	11,925	11,925	11,925	100%
Net Income After Depreciation +/(-)	85,310	141,940	65,591	63,983	222%

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

GRANTS (FSS)

Description	FYE 23 Budget	6.30.23 fye ytd actuals	6.30.22 fye ytd actuals	6.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	99,400	60,321	49,099	74,550	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	60,321	49,099	74,550	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	44,902	38,500	48,579	92%
Benefits	34,628	14,364	10,600	25,971	55%
Total Resident Services	99,400	59,265	49,100	74,550	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	6.30.23 fye ytd			6.30.22 fye ytd		% of Budget
	FYE 23 Budget	actuals	actuals	budget	budget	
Revenue						
Rental Income	-	-	-	-	-	
Other Tenant Income	-	-	-	-	-	
Other Income	140,139	112,342	105,271	105,104	107%	
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	283,053	173,450	106,145	267%	
Capital Fund Ops Transfer (1406)	-	-	-	-	-	
Asset Management Fee	50,560	44,820	33,050	37,920	0%	
Bookkeeping Fee	229,561	169,387	170,056	172,171	98%	
Management Fee	690,724	462,058	517,256	518,043	89%	
Total Revenue	1,252,510	1,071,659	999,083	939,383	114%	
Expenses						
Administrative Salaries	738,747	481,694	542,602	554,060	87%	
Office Expense	92,492	99,058	73,663	69,369	143%	
Other Administrative Expense	32,050	34,081	24,038	24,038	142%	
Legal Expense	12,706	10,691	9,530	9,530	112%	
Audit Expense	2,500	2,811	3,711	1,875	150%	
Advertising	270	76	203	203	37%	
Travel and Training	5,820	-	-	4,365	0%	
Bookkeeping Exp	-	-	-	-	-	
Management Fee Exp	-	-	-	-	-	
Total Admin Expenses	884,585	628,410	653,747	663,439	95%	
Resident Services						
Resident Services Salaries	-	-	-	-	-	
Benefits	-	-	-	-	-	
Other Resident Services	-	43,464	16,269	-	-	
Total Resident Services	-	43,464	16,269	-	-	
Utility						
Water	-	-	-	-	-	
Electric	-	-	496	-	-	
Gas	-	-	-	-	-	
Total Utility	-	-	496	-	-	
Maintenance						
Maintenance Wages	-	-	-	-	-	
Maintenance Materials	-	224	3,000	-	-	
Maintenance Contracts	22,813	2,670	2,804	17,110	-	
Total Maintenance	22,813	2,894	5,804	17,110	-	
Security Contracts/Costs						
Insurance Costs	103,023	67,622	56,852	77,267	88%	
Employee Benefits	150,235	87,035	119,695	112,676	77%	
Bad Debt	-	-	-	-	-	
Vash Port (HAP) Expense	-	-	-	-	-	
HAP Expense	-	-	-	-	-	
FSS Expense	-	-	-	-	-	
Other General Expense	-	10,800	10,800	-	-	
Total Other Expense	253,258	165,457	187,347	189,944	87%	
Net Income Before Depreciation +/-	91,854	231,433	135,420	68,891	336%	
Depreciation	7,700	5,775	5,775	5,775	100%	
Net Income After Depreciation +/-	84,154	225,658	129,645	63,116	358%	

BANK BALANCE PER BANK STATEMENT

BANK	ACCT #	DESCRIPTION	2023												
			OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	
1ST SOURCE	2249	AMP 1	\$418,865	\$456,683	\$510,556	\$511,247	\$539,827	\$478,449	\$520,262	\$592,101	\$565,939				
1ST SOURCE	1310	AMP2	\$332,549	\$321,946	\$363,500	\$356,881	\$357,866	\$214,681	\$256,822	\$433,993	\$487,354				
1ST SOURCE	1302	AMP3	\$195,175	\$293,689	\$266,816	\$275,578	\$315,482	\$264,896	\$332,636	\$332,457	\$367,510				
1ST SOURCE	1294	AMP 4	\$396,596	\$390,611	\$363,530	\$415,125	\$421,587	\$384,155	\$399,029	\$370,141	\$375,063				
1ST SOURCE	1328	CCOC	\$273,502	\$255,339	\$279,371	\$278,278	\$268,577	\$224,000	\$266,220	\$233,767	\$477,239				
1ST SOURCE	2264	SEC DEPOSITS	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620				
1ST SOURCE	2256	AMP CAPEX	\$64,903	\$48,591	\$42,388	\$39,092	\$38,557	\$38,557	\$0	\$0	\$0				
1ST SOURCE	2272	Development	\$119,653	\$119,653	\$119,653	\$119,653	\$119,653	\$241,630	\$241,630	\$241,630	\$241,630				
1ST SOURCE	1256	GENERAL FUND	\$297,311	\$174,035	\$110,382	\$193,658	\$153,168	\$114,361	\$118,064	\$121,939	\$183,109				
1ST SOURCE	2256	HAP ESCROW FORFEITURE							\$5,074	\$5,382	\$5,382				
1ST SOURCE	2280	SEC 8 ADM	\$629,541	\$632,203	\$694,964	\$713,053	\$746,609	\$534,482	\$555,920	\$530,528	\$613,737				
1ST SOURCE	6024	SEC 8 HAP	\$132,253	\$70,869	\$131,689	\$218,092	\$30,687	\$226,306	\$180,666	\$18,716	\$39,816				
Centier	7537	FSS ESCROW PHA	\$2,112	\$2,459	\$3,196	\$3,753	\$4,311	\$4,868	\$5,425	\$5,592	\$5,760				
Centier	5942	FSS ESCROW HAP	\$35,396	\$37,459	\$39,818	\$42,756	\$45,163	\$48,571	\$48,800	\$53,822	\$57,600				
		TOTAL CASH PER BANK	\$2,977,475	\$2,883,157	\$3,005,483	\$3,246,786	\$3,121,106	\$2,854,575	\$3,010,168	\$3,019,688	\$3,499,757	\$0	\$0	\$0	\$0

South Bend Annual Operating Budget
 FY 2023
 October 1, 2022-September 30, 2022

Unit Count	96	185	165	145	591	COCC	HCVF HAP	HCVF Ops	Total HCVF	Grants (FSS)	Elimination	Primary Government	Blended	Total
Revenue	AMP1	AMP2	AMP3	AMP4	Shortfall Funds	Total AMPs	HCVF HAP	HCVF Ops	Total HCVF	Grants (FSS)	Elimination	Primary Government	Blended	Total
Rental Income	130,193	435,199	320,005	302,489	1,187,886	-	-	-	-	-	-	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	70,019
Other Income	127,859	2,674	39,278	47,360	217,171	140,139	-	-	-	-	-	357,311	357,311	357,311
Shortfall funding	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fraud Income	-	-	-	-	-	-	28,426	28,426	56,853	-	-	56,853	56,853	56,853
Grant Income	-	-	-	-	-	-	-	-	-	99,400	-	1,342,913	1,342,913	1,342,913
Operating Subsidy	781,211	754,383	610,262	543,155	2,689,012	-	15,397,902	1,308,641	15,397,902	-	-	2,689,012	2,689,012	2,689,012
HAP Subsidy	-	-	-	-	-	-	-	1,308,641	1,308,641	-	-	1,308,641	1,308,641	1,308,641
Admin Fee Income	-	-	-	-	-	-	-	600,469	600,469	-	-	600,469	600,469	600,469
Port VASH (HAP)	-	-	-	-	-	-	-	54,811	54,811	-	-	54,811	54,811	54,811
Port VASH (Admin Fee)	-	-	-	-	-	-	-	54,811	54,811	-	-	54,811	54,811	54,811
Capital Fund Management Fee (1410)	-	-	-	-	-	-	-	-	-	-	-	141,526	141,526	141,526
Capital Fund Ops Transfer (1406)	74,336	343,252	27,765	12,278	457,631	141,526	-	-	-	-	-	457,631	457,631	457,631
Bookkeeping Fee	-	-	-	-	-	229,561	-	-	-	-	(229,561)	-	-	-
Asset Management Fee	-	-	-	-	-	50,560	-	-	-	-	(50,560)	-	-	-
Management Fee	-	-	-	-	-	690,724	-	-	-	-	(690,724)	-	-	-
Total Revenue	1,126,724	1,550,715	1,026,877	917,403	5,865,232	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	-	-	1,619,412	-	1,619,412
Office Expense	20,623	42,492	20,603	17,294	101,012	92,492	-	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	-	-	50,751	-	50,751
HQS Inspections	-	-	-	-	-	-	-	89,311	89,311	-	-	89,311	-	89,311
Legal Expense	12,458	22,983	1,390	11,704	48,535	12,706	-	8,000	8,000	-	-	61,241	-	61,241
Audit Expense	6,814	11,452	5,980	5,254	29,500	2,500	-	270	270	-	-	40,000	-	40,000
Advertising	-	-	-	-	-	270	-	-	-	-	-	270	-	270
Travel and Training	226	-	264	199	689	5,820	-	5,725	5,725	-	-	12,234	-	12,234
Bookkeeping Exp	7,541	14,532	12,961	11,390	46,425	183,136	-	183,136	183,136	-	-	229,561	-	229,561
Asset Management Fee	13,360	-	19,800	17,400	50,560	-	-	-	-	-	-	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	-	690,724
Total Admin Expenses	251,659	366,236	274,329	283,614	1,175,838	884,586	-	1,038,831	1,038,831	-	-	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	106,992	477,483	103,023	-	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	-	-	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
Port out Admin Fee Expense	-	-	-	-	-	-	-	5,160	5,160	-	-	-	-	-

DEVELOPMENT AND PROCUREMENT

THE CITY OF SOUTH BEND HAS PROCURED A CONTRACT FOR THE DEMOLITION OF MONROE CIRCLE. THE WINNER OF THE BID IS GREEN DEMOLITION. THE DEMOLITION WILL TAKE PLACE AT THE END OF JULY OR THE BEGINNING OF AUGUST 2023. GREEN DEMOLITION WILL TAKE IMMEDIATE POSSESSION OF THE PROPERTY AND FENCE IT OFF. AT THIS POINT THE PROPERTY WILL BE OUT OF OUR HANDS. WHEN THEY ARE DONE, WE ARE RESPONSIBLE FOR CHAINING ALL OF THE FENCES FOR SAFETY PRECAUTIONS.

HEARTLAND ENVIRONMENT WILL REMOVE TWO UNDERGROUND TANKS FROM RABBI SHULMAN. THEY WILL COORDINATE THE TIME WITH GREEN DEMOLITION.