

SOUTH BEND HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

OCTOBER 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

OCTOBER 2023

ROLL CALL

MEETING MINUTES

PUBLIC COMMENT

NEW BUSINESS

EXECUTIVE DIRECTORS REPORT:

- FAMILY SELF SUFFICIENCY
- 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

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

REGULAR BOARD MEETING MINUTES

501 Alonzo Watson Drive

South Bend In 46601

September 26th, 2023 @ 9 a.m.

CALL TO ORDER:

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

ROLL CALL:

Commissioner Virginia Calvin, Commissioner Chamblee, Commissioner McNally,
Commissioner Daniel.

HASB STAFF:

Andy Delaney, Executive Director; Mrs. Deborah Mobley, Director of Public Housing; Ms. Lori Wallace, Director of HCV; Ms. Katherine Bailey, Family Self Sufficiency Coordinator; Ms. Pamela Rogers, Administrative Assistant to Executive Director/Board Secretary

OTHERS:

Attorney J. Harris, Jr.

OLD BUSINESS:

Commissioner Calvin read a statement for the approval of the executive sessions that was held in September 2023.

Commissioner McNally moved to approval of Minutes from the August 2023, board of commission meetings along with the minutes for the September 2023 executive sessions. Commissioner Chamblee second the motion. The vote was as follows.

Commissioner Chamblee	AYE
Commissioner McNally	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

PUBLIC COMMENTS:

None.

NEW BUSINESS:

Resolution No 23-4408

RESOLUTION NO. 23-4408

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA AUTHORIZION THE EXECUTIVE DIRECTOR TOHOLD THE HOUSING CHOICE VOUCHER PROGRAM PAYMENT STANDARDS HARMLESS FROM THE 2024 FAIR MARKET RENTS PUBLISHED BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ON AUGUST 31ST, 2023.

WHEREAS, the Department of Housing and Urban Development published the 2024 Fair Market Rents on August 31st, 2023, and;

WHEREAS, the St. Joseph County Fair Market Rents decreased from the St. Joseph County 2023 Fair Market Rents, and;

WHEREAS, the Housing Authority of the City of South Bend has available HAP funding to continue 2023 Per Unit Costs; and;

WHEREAS, the Housing Authority of the City of South Bend has a 93% utilization rate an is need of affordable housing units for its Housing Choice Voucher Program applicants and participants;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of South Bend Indiana to hold the HASB harmless from the 2024 Fair Market Rent Update and to retain the 2023 Fair Market Rents at least and until the 2025 Fair Market Rents are released in 2024.

Commissioner McNally motion to accept resolution 23-4408, Commissioner Daniel seconded the motion. Commissioner McNally asked was the HASB going to change the parameters. Ms. Wallace said that the HASB will hold itself harmless from updating the 2024 and keeping the 2023.

The vote went as follows.

Commissioner Chamblee	AYE
Commissioner McNally	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

Commissioner McNally asked was there a reason why Fair Market rent went down. Ms. Wallace said we were the only county in the state of Indiana that rents went down. Our 2023 rates are comparable to the other counties in the neighboring area. It looks like they gave us too much in 2023 and 2024 is on par.

Commissioner Calvin said the motion has passed.

Resolution No. 23-4409

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF SOUTH BEND, INDIANA AUTHORIZING THE APPROVAL OF THE ANNUAL OPERATING BUDGET FOR FISCAL YEAR 2024

WHEREAS, the Housing Authority of the City of South Bend (HASB) has prepared its Fiscal Year (FY) 2024 budget: and

WHEREAS, the HASB finds the proposed total expenditures necessary for an efficient and economical operation, the provision of resident services, and the continuation of modernization and development activities; and

WHEREAS, the projected total revenue provides sufficient funds to support the HASB's activities as follows:

- 2024 Total Budget Sources \$30,504,100
- 2024 Total Budget Uses \$29,895,718
- 2024 Net Surplus \$608,382 (before depreciation)

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of South Bend:

Section 1. The Fiscal Year Budget in the amount of \$30,504.100 is hereby approved: and

Section 2. The Interim Executive Director of his Designee is hereby authorized and shall take such measures as may be necessary to place the FY 2024 Budget into effect.

Commissioner McNally motion to accept resolution 23-4409, Commissioner Chamblee seconded the motion.

The vote went as follows.

Commissioner Chamblee	AYE
Commissioner McNally	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

Executive Director Report –
FSS

Katherine went over the report for FSS for the month of August stating there are 63 participants enrolled in the FSS program. 53 in the HCV program, 10 in Public Housing and 34 Participants with escrow accounts, with \$66,531.00 for the total amount in escrow. Kay Farlow, Owner of IM Power was the guest speaker at the FSS August Monthly meeting. Her topic was "Having a Winning Mindset." She discussed entrepreneurship, budging and credit repair. FSS attended FSS Office hours training on August 22, 2023. We eventually will be audited by ourselves, so they are preparing us to take a test and showing us what will be expected of us. FSS terminated 4 HCV participants. 1 graduated with home ownership and the amount paid in escrow was \$8,029.56. 2 terminated for noncompliance 2/FSS contract of participation and 1 left

voluntarily. FSS terminated 3 public housing participants all 3 was for noncompliance with the FSS contract of Participation \$2965.00 Escrow Rescinded.

Commissioner Chamblee asked can we say for the ones graduated can we say graduated vs termination.

Katherine said we will work on it.

Commissioner Daniel asked has anyone asked what the barriers are why people don't take advantage and stay on the program. Is it depression, do they share this with you?

Katherine said they are not interested in moving forward on the program, they are not interested in raising their credit score, not interested in doing the financial literacy program, they are not interested in finding a job and working. Once they get one or two checks then the salaries are required to be turned in, they lose interest in the program. we give them 30-day notice before we can raise their rent. They will work up until that time, but once they have to pay higher rent, they seem to lose their job or no longer want to participate in the program. I have put together an FSS goal worksheet so I can meet with individuals on a more consistent basis and review how I can help. We have resources and we try to work closer with them to help them meet their goals with a lot of specific information to help them succeed.

Commissioner Calvin asked for more information on the audit and who will be doing it
Katherine said it will be done by HUD, they will come out and see how we are working our program. They will make sure that we are keeping contact with participants, how many are terminated, and if all efforts were done to keep them on the program. It's to see the process. They will send a report back.

LOW INCOME PUBLIC HOUSING (LIPH)

Mrs. Mobley started her report stating that we have 1053 on the waiting list and we are working on the vacancies. Monroe circle is totally down, and we have a total of 224 units that are vacant. Under work orders, we did 425 in the month of August. Rent taken in, we charged out \$105,611.43 and took in \$109,396.83. We leased up 2 units in the month of August. Transferred 1 and closed intake file for no response or request to be removed (78) with 16 ready to go. We also will be opening the wait list in November.

Commissioner Chamblee asked why will you open up the wait list, are you adding to it?
Mrs. Mobley said yes.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

Ms. Wallace stated in August we served 2,305 households. 2,060 under the mainstream program, 84 under VASH, 51 under FSS, 35 Emergency Housing Vouchers, 12 Foster Youth program, no port ins and 30 port outs. At the end of August our wait list is at 1574. We had 117 vouchers on the street and 64 requests for tenancy approval and we ended 34 participants. We had 387 inspections. The Highlights for August was we had HUD-NSPIRE training, we met with real America regarding Diamon View Apartments PBVs. We responded to two HRC complaints and had VAWA training completed by one

employee and repayment agreement and Fraud recovery training by another employee. upcoming for September, we will have more certification training, Income and rent calculation training.

Attorney Harris said it may be a good idea if the Board agrees to have an executive session in October to discuss those two human rights issues. If they are dismissed or resolved, then naturally there will not be a need for an executive session. If there is a need for an executive session, then we can go over and explain the issues at hand along with federal litigation that is going on.

FINANCIAL REPORT

Mr. Delaney went over each AMP, starting with AMP 1, he stated that other tenant income is 147% of the budget and audit expenses was 150% of the budget and they did help us with other items. Utilities expenses are down because we no longer pay the utilities of Monroe Circle. Amp 2 operating Subsidy is 152% of the budget, total utility is down as well in this Amp. Employee benefit is the same because of the shift. AMP 3, other income was 484% of the budget because of a grant from South Bend, the grant was \$54,000.00, office expenses were 154% of the budget and legal expenses was higher then projected in the budget. In AMP 4, other tenant income was 173% of the budget, audit expenses were the same as in the other 3 AMPS, 252% of budget was maintenance wages and maintenance material was lower because we stop buying in advance but buy as we need the material. HCV HAP fraud income is 194% of the budget because more of our participants are paying for non-reported income. Under HCV ADMIN other income was when we received income from Michigan City Housing Authority. Under COCC Capital Fund Management fee is 283% of the budget.

Commissioner Chamblee asked are we still in need of contractors, and is the short money something we can use for this?

Mr. Delaney said yes.

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 began on July 31st, the last building is slated for August 29th. The Ground will be leveled by September 30th. Hartland environment will remove two underground tanks from rabbi Shulman. They will coordinate the time with green demolition. This hasn't commenced.

Commissioner Daniel asked if we had a date when Hartland will remove the tanks.

Mrs. Mobley said no we do not. They had a grant and offered to remove the tanks at no charge to the HASB.

Commissioner Calvin asked for closing comments.

Attorney Harris said at the last meeting there was a gentleman that had questions, the firm did reach out to him and responded to him in writing. (Mr. Gadson)

Pamela said the next meeting will be October 24th, 2023.

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	32	\$54,109.00
April 2023	59	46	13	32	\$59,232.00
May 2023	56	42	14	33	\$63,087.00
June 2023	69	56	13	33	\$66,892.00
July 2023	69	57	12	34	\$71,464.00
August 2023	63	53	10	34	\$66,531.00
September 2023	63	54	9	32	\$70,618.00
October 2023					
November 2023					
December 2023					

***December 2022 (balance \$46,448.86)**

Board Report October 2023

- Larry King, One-Stop Operator, WorkOne/Employment Northern Indiana, was the guest speaker at the FSS September monthly meeting. He provided resources for employment, educational opportunities, and job training. Interested participants were given Job Ready Assessment forms to complete and return to him.
- FSS added (3) new HCV participants; terminated (2) – (1) Unreported Income (1) Unit Abandonment with **\$1,947.00 Escrow Rescinded.**

LOW INCOME PUBLIC HOUSING (LIPH)

	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023
Waiting List		1192	1086	1053	863	
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	23	19	
	Harbor Homes	54	35	19	
2	Rabbi Shulman/628	127	0	127	0 Section 18 Application
	West Scott /501	127	61	66	
	Quads	52	48	4	
3	South Bend Avenue	20	16	4	2 units office
	Edison Gardens	19	16	3	
	Twyckenham	18	14	4	
	Scattered Sites 09	47	31	16	0
	Scattered Sites 10	66	35	31	0
4	LaSalle Landing	24	19	5	0
	Scattered Sites 12	44	25	19	0
	Scattered Sites 17	50	31	19	0
	Scattered Sites 18	31	14	17	0
TOTAL		813	368	428-92-127=209	

594

Workorders	Emergency			Routine		
	Property	July	August	September	July	August
Monroe Circle Plaza Apts.						
Laurel Court	0	0	0	50	13	16
Lasalle Landing	0	0	0	10	35	10
South Bend Avenue	0	0	0	11	9	6
Westcott Apts.	2	0	0	60	34	25
Harbor Homes	0	0	0	50	38	23
Scattered Sites (IN15-09)	0	0	0	25	27	17
Scattered Duplexes (10)	2	1	0	46	118	53
Edison Gardens	0	1	0	32	12	8
Twyckenham	0	1	0	26	9	5
Scattered Sites (IN15-12)	0	0	0	30	26	31
Acquisition Scattered Sites (IN15-17)	0	0	0	59	73	32
Scattered Sites (IN15-18)	0	0	0	11	24	13
Non-Tenant work orders	0	1	0	10	7	3
Totals	4		0	420	425	242

	SEPTEMBER CHARGED	2023 PAID
Laurel Court	\$ 3,078.00	\$ 3,751.00
LaSalle Landing	\$ 6,135.00	\$ 9,172.28
South Bend Avenue	\$ 8,302.00	\$ 8,012.00
Westcott	\$ 32,267.60	\$ 34,877.25
Harbor Homes	\$ 7,385.00	\$ 8,053.16
Scattered Sites (15-09)	\$ 11,133.00	\$ 10,039.00
Scattered Sites (15-10)	\$ 10,280.50	\$ 10,194.29
Edison	\$ 5,922.84	\$ 5,784.92
Twyckenham	\$ 3,965.00	\$ 6,136.00
Scattered (15-12)	\$ 6,256.40	\$ 9,541.00
Scattered (15-17)	\$ 12,515.00	\$ 15,606.00
Scattered (15-18)	\$ 2,823.00	\$ 1,490.25
Total	\$ 110,063.34	\$ 122,657.15

In the month of September, we leased up (1) off the waiting list. Transfers (1)

Closed intake file for no response or request to be removed (189)

Units ready to lease (15)

Issues

Calling not getting any response

They have gone to section 8.

Problems within the family to stop the move in.

The tanks behind the 628 building were removed in September.

As of November 1, 2023, The Public Housing Waiting List will open back up.

Housing Choice Voucher Program (HCVP)

September 2023

HCVP Program Summary										
		Jan	Feb	March	April	May	June	July	August	Sept
Total Households Served		2,217	2,239	2,262	2,295	2,321	2,314	2,300	2,305	2,297
	HCVP	2,005	2,027	2,055	2,071	2,096	2,086	2,072	2,060	2,050
	VASH Veterans	84	84	81	79	80	83	83	84	84
	FSS	44	44	43	40	38	38	36	51	50
	Emergency Housing Vouchers (EHV)	9	10	10	14	18	22	28	35	40
	Foster Youth (FYI)	13	12	12	11	11	12	12	12	13
	Port In	9	9	8	8	8	8	0	0	0
	Port Out	30	29	28	26	25	29	27	30	31
	Relocation	44	44	44	45	45	45	45	45	44
Reporting Rate		100%	99%	99%	98%	98%	97%	97%	97%	97%
Waiting List		719	321	128	1,999	1,924	1,824	1,699	1,574	1,449

HCVP Process Summary									
	January	February	March	April	May	June	July	August	Sept
Vouchers Issued (On the Street)	173	207	224	163	96	84	106	117	114
Request for Tenancy Approval (RFTA) Processed	87	63	118	93	53	67	56	64	56
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	21/2/18	15/2/14	19/4/13
Interim Changes	55	76	76	104	168	132	132	128	117
Annual Reexaminations	128	130	136	108	93	106	115	122	135
End of Participation	16	15	33	31	38	24	16	34	13

HCVP Housing Quality Standard Inspections Summary									
	January	February	March	April	May	June	July	August	Sept
Total Number of Inspections	301	305	476	399	485	475	377	387	293
Initial Inspections	99	64	109	88	51	66	58	53	53
Initial Re-inspections	32	23	22	28	25	19	18	19	6
Annual Inspections	111	137	220	191	292	228	204	194	138
Annual Re-inspections	77	57	91	78	90	143	71	94	65
Abatement Inspections	12	12	21	10	10	9	13	12	22
Special Inspections	2	4	2	2	1	1	2	3	5
No Show %	10%	9%	10%	8%	10%	9%	6%	5%	3%

HCVP Highlights for September:

- **Implemented Worker of the Day Calendar – Customer Service Initiative**
- **HCV Certification Training Completed (Voella Thomas)**
- **Income and Rent Calculation Training (Kirin Moler)**
- **FMR Hold Harmless Resolution**
- **NSPIRE required compliance delayed to October 2024**
- **Presentations completed and delivered to First Presbyterian Church of Downtown South Bend Community; Supporting South Bend collective; and, Indiana Real Estate Investors Association**

HCVP Upcoming for October:

- **Updating Administrative Plan to incorporate HOTMA Provisions; to be sent to Board for review for resolution to accept for November Board Meeting**
- **SEMAP Auditing & Report Completion; due to HUD by 11/29/2023**
- **Responding to HUD Audit**
- **Onboarding new HCV Specialist Shakesha Broadnax; fill open positions (HCV Intake; HCV Specialists)**
- **HCV Certification Training (Natasha Anderson)**

Capital Expenditures (Grants)

Grant Year	Awarded	Expended	Remaining Balance	Action taken
2021	\$2,323,210.00	\$2,323,210.00	0.00	Development Planning/Demolition
2022	\$2,830,654.00	\$2,227,778.00	\$602,876.00	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	\$368,0520.00	first allocation = 0 Second allocation 0.00 Third allocation \$368,052.00	South Bend Avenue/ Vacancy Reduction Planning \$368,052 available 01/24
2022 PH Shortfall	\$1,548,904.00	\$875,461.00	\$673,443	Vacancy Reduction AMPS 3 and 4 Funds available 2025
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	\$122,076.00	0.00	Purchase and install Carbon Monoxide Detectors in every unit
Total	\$10,905,103.00	\$6,020,038.00	\$4,483,767,00	



September 2023, Financial Report
For the October 24, 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

UML ACC units	Description	31%		36%		66%		60%	
		Amp 1	58	Amp 2	109	Amp 3	112	Amp 4	89
		188		306		170		149	
		9.30.23 fye ytd	AMP 1	9.30.23 fye	AMP 2	9.30.23 fye ytd	AMP 3	9.30.23 fye	AMP 4
		actuals	PUM	ytd actuals	PUM	actuals	PUM	ytd actuals	PUM
Revenue									
	Rental Income	156,823	225.32	403,854	308.76	419,937	312.45	336,294	314.88
	Other Tenant Income	19,013	27.32	14,271	10.91	22,138	16.47	20,960	19.63
	Other Income	2,373	3.41	1,959	1.50	174,282	129.67	1,549	1.45
	Fraud Income								
	Grant Income								
	Operating Subsidy	876,954	1,259.99	1,091,994	834.86	647,347	481.66	589,430	551.90
	Shortfall funding								
	HAP Subsidy								
	Admin Fee Income								
	Port VASH (HAP)								
	Port VASH (Admin Fee)								
	Capital Fund Management Fee (1410)								
	Capital Fund Ops Transfer (1406)	150,000	215.52	207,632	158.74			250,000	234.08
	Bookkeeping Fee								
	Management Fee								
	Total Revenue	1,205,162	1,731.55	1,719,710	1,314.76	1,263,704	940.26	1,198,233	1,121.94
Expenses									
	Administrative Salaries	101,524	145.87	67,128	51.32	98,424	73.23	122,424	114.63
	Office Expense	31,900	45.83	43,694	33.41	32,576	24.24	26,690	24.99
	Other Administrative Expense	5,411	7.77	2,122	1.62	4,386	3.26	4,909	4.60
	Legal Expense	2,985	4.29	30,614	23.40	11,846	8.81	26,755	25.05
	Audit Expense	9,371	13.46	18,027	13.78	8,965	6.67	7,885	7.38
	Advertising								
	Travel and Training	-	-	-	-				
	Bookkeeping Exp	6,524	9.37	10,510	8.04	9,579	7.13	8,546	8.00
	Asset Management Expense	21,640	31.09	-	-	19,800	14.73	17,400	16.29
	Management Fee Exp	56,725	81.50	91,485	69.94	83,427	62.07	74,387	69.65
	Total Admin Expenses	236,080	339.20	263,581	201.51	269,004	200.15	288,995	270.59
Resident Services									
	Resident Services Salaries								
	Benefits								
	Total Resident Services								
Utility									
	Water	22,290	32.03	85,433	65.32	42,020	31.26	32,004	29.97
	Electric	10,342	14.86	96,324	73.64	24,562	18.28	48,469	45.38
	Gas	19,996	28.73	39,075	29.87	36,087	26.85	29,451	27.58
	Total Utility	52,629	75.62	220,832	168.83	102,668	76.39	109,925	102.93
Maintenance									
	Maintenance Wages	91,248	131.10	109,340	83.59	174,703	129.99	199,523	186.82
	Maintenance Materials	82,191	118.09	107,335	82.06	124,413	92.57	58,986	55.23
	Maintenance Contracts	123,936	178.07	302,317	231.13	142,960	106.37	130,013	121.73
	Total Maintenance	297,375	427.26	518,993	396.78	442,076	328.93	388,521	363.78
	Security Contracts/Costs	16,166	23.23	45,769	34.99	79	0.06	1,775	1.66
	Insurance Costs	88,729	127.48	173,683	132.79	83,564	62.18	101,367	94.91
	Employee Benefits	58,045	83.40	67,831	51.86	71,775	53.40	66,371	62.15
	Bad Debt	9,828	14.12	8,639	6.60	4,023	2.99	12,542	11.74
	Vash Port (HAP) Expense								
	HAP Expense								
	Other General Expense			13,407					
	Compensated Absences	8,956		11,339		11,424		16,033	
	Total Other Expense	181,724	261.10	320,668	245.16	170,865	127.13	198,088	185.48
	Net Income Before Depreciation +/-	437,354	628.38	395,637	302.47	279,091	207.66	212,704	199.16
	Depreciation	231,682	332.88	156,037	119.29	118,519	88.18	153,222	143.47
	Net Income After Depreciation +/-	205,672	295.51	239,600	183.18	160,572	119.47	59,482	55.69

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

AMP 1

UML
ACC units

Description	FYE 23 Budget	9.30.23 fye ytd	9.30.22 fye	9.30.23 fye	% of Budget
		actuals	ytd actuals	ytd budget	
Revenue					
Rental Income	130,193	156,823	286,716	130,193	120%
Other Tenant Income	13,125	19,013	12,200	13,125	145%
Other Income	127,859	2,373	148,518	127,859	2%
Fraud Income					
Grant Income					
Operating Subsidy	781,211	876,954	970,748	781,211	112%
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	74,336	150,000	6,130	74,336	202%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,126,724	1,205,162	1,424,312	1,126,724	107%
Expenses					
Administrative Salaries	121,099	101,524	118,659	121,099	84%
Office Expense	20,623	31,900	28,713	20,623	155%
Other Administrative Expense	4,935	5,411	9,661	4,935	110%
Legal Expense	12,458	2,985	12,679	12,458	24%
Audit Expense	6,814	9,371	15,206	6,814	138%
Advertising	-	-	-	-	-
Travel and Training	226	-	169	226	0%
Bookkeeping Exp	7,541	6,524	11,452	7,541	87%
Asset Management Expense	13,360	21,640	22,560	13,360	162%
Management Fee Exp	64,602	56,725	98,106	64,602	88%
Total Admin Expenses	251,658	236,080	317,205	251,658	94%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	63,042	22,290	57,486	63,042	35%
Electric	10,588	10,342	10,198	10,588	98%
Gas	25,830	19,996	21,229	25,830	77%
Total Utility	99,460	52,629	88,913	99,460	53%
Maintenance					
Maintenance Wages	231,066	91,248	172,720	231,066	39%
Maintenance Materials	132,352	82,191	133,135	132,352	62%
Maintenance Contracts	201,760	123,936	270,972	201,760	61%
Total Maintenance	565,178	297,375	576,827	565,178	53%
Security Contracts/Costs	-	16,166	243	-	0%
Insurance Costs	100,369	88,729	85,496	100,369	88%
Employee Benefits	98,809	58,045	88,066	98,809	59%
Bad Debt	6,510	9,828	69,228	6,510	151%
Vash Port (HAP) Expense	-	-	-	-	-
HAP Expense	-	-	-	-	-
Other General Expense	-	-	-	-	-
Compensated Absences	-	8,956	8,290	-	0%
Total Other Expense	205,688	181,724	251,323	205,688	88%
Net Income Before Depreciation +/-	4,739	437,354	190,044	4,740	9227%
Depreciation	265,100	231,682	265,100	265,100	87%
Net Income After Depreciation +/-	(260,361)	205,672	(75,056)	(260,360)	-79%

South Bend LIPH
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AMP 2

UML
ACC units

Description	9.30.23 fye ytd		9.30.22 fye ytd		9.30.23 fye	
	FYE 23 Budget	actuals	actuals	ytd budget	% of Budget	
Revenue						
Rental Income	435,199	403,854	504,411	435,199	93%	
Other Tenant Income	15,207	14,271	11,565	15,207	94%	
Other Income	2,674	1,959	9,609	2,674	73%	
Fraud Income						
Grant Income						
Operating Subsidy	754,383	1,091,994	897,638	754,383	145%	
HAP Subsidy						
Admin Fee Income						
Port VASH (HAP)						
Port VASH (Admin Fee)						
Capital Fund Management Fee (1410)						
Capital Fund Ops Transfer (1406)	343,252	207,632	372,929	343,252	60%	
Bookkeeping Fee						
Management Fee						
Total Revenue	1,550,715	1,719,710	1,796,152	1,550,715	111%	
Expenses						
Administrative Salaries	146,080	67,128	102,178	146,080	46%	
Office Expense	42,492	43,694	39,246	42,492	103%	
Other Administrative Expense	4,202	2,122	5,034	4,202	51%	
Legal Expense	22,983	30,614	20,606	22,983	133%	
Audit Expense	11,452	18,027	21,530	11,452	157%	
Advertising	-	-	-	-		
Travel and Training	-	-	-	-		
Bookkeeping Exp	14,532	10,510	13,436	14,532	72%	
Asset Management Expense	-	-	-	-	0%	
Management Fee Exp	124,494	91,485	115,104	124,494	73%	
Total Admin Expenses	366,235	263,581	317,134	366,235	72%	
Resident Services						
Resident Services Salaries						
Benefits						
Total Resident Services	-	-	-	-		
Utility						
Water	97,157	85,433	97,800	97,157	88%	
Electric	150,959	96,324	148,697	150,959	64%	
Gas	53,316	39,075	43,136	53,316	73%	
Total Utility	301,432	220,832	289,633	301,432	73%	
Maintenance						
Maintenance Wages	102,894	109,340	128,169	102,894	106%	
Maintenance Materials	180,620	107,335	169,727	180,620	59%	
Maintenance Contracts	292,889	302,317	279,504	292,889	103%	
Total Maintenance	576,403	518,993	577,400	576,403	90%	
Security Contracts/Costs	-	45,769	52,101	-	0%	
Insurance Costs	180,537	173,683	168,016	180,537	96%	
Employee Benefits	87,320	67,831	78,771	87,320	78%	
Bad Debt	21,760	8,639	117,302	21,760	40%	
Vash Port (HAP) Expense	-	-	-	-		
HAP Expense	-	-	-	-		
Other General Expense	-	13,407	-	-	0%	
Compensated Absences	-	11,339	10,906	-	0%	
Total Other Expense	289,617	320,668	427,096	289,617	111%	
Net Income Before Depreciation +/-	17,028	395,637	184,889	17,028	2323%	
Depreciation	171,936	156,037	171,900	171,936	91%	
Net Income After Depreciation +/-	(154,908)	239,600	12,989	(154,908)	-155%	

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

AMP 3

UML
 ACC units

Description	FYE 23 Budget	9.30.23 fye ytd actuals	9.30.22 fye ytd actuals	9.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income	320,005	419,937	357,239	320,005	131%
Other Tenant Income	29,566	22,138	27,048	29,566	75%
Other Income	39,278	174,282	43,028	39,278	444%
Fraud Income					
Grant Income					
Operating Subsidy	610,262	647,347	619,116	610,262	106%
Shortfall funding					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)		100,000			
Capital Fund Ops Transfer (1406)	27,765	-	197,317	27,765	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,026,876	1,363,704	1,243,748	1,026,876	133%
Expenses					
Administrative Salaries	98,406	98,424	96,096	98,406	100%
Office Expense	20,603	32,576	20,718	20,603	158%
Other Administrative Expense	3,891	4,386	6,641	3,891	113%
Legal Expense	1,390	11,846	1,972	1,390	852%
Audit Expense	5,980	8,965	13,428	5,980	150%
Advertising	-				
Travel and Training	264			264	
Bookkeeping Exp	12,961	9,579	10,379	12,961	74%
Asset Management Expense	19,800	19,800	19,800	19,800	100%
Management Fee Exp	111,035	83,427	88,913	111,035	75%
Total Admin Expenses	274,330	269,004	257,947	274,330	98%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	59,711	42,020	64,803	59,711	70%
Electric	21,473	24,562	27,669	21,473	114%
Gas	30,922	36,087	27,591	30,922	117%
Total Utility	112,106	102,668	120,063	112,106	92%
Maintenance					
Maintenance Wages	102,894	174,703	159,440	102,894	170%
Maintenance Materials	140,395	124,413	138,133	140,395	89%
Maintenance Contracts	126,700	142,960	150,089	126,700	113%
Total Maintenance	369,989	442,076	447,662	369,989	119%
Security Contracts/Costs	-	79	215	-	0%
Insurance Costs	89,585	83,564	95,771	89,585	93%
Employee Benefits	73,059	71,775	68,628	73,059	98%
Bad Debt	16,000	4,023	81,979	16,000	25%
Vash Port (HAP) Expense	-				
HAP Expense	-				
FSS Expense	-				
Compensated Absences	-	11,424	12,322	-	0%
Total Other Expense	178,644	170,865	258,915	178,644	96%
Net Income Before Depreciation +/-	91,807	379,091	159,161	91,807	413%
Depreciation	116,900	118,519	116,900	116,900	101%
Net Income After Depreciation +/-	(25,093)	260,572	42,261	(25,093)	-1038%

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

AMP 4

UML
 ACC units

Description	FYE 23 Budget	9.30.23 fye ytd actuals	9.30.22 fye ytd actuals	9.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income	302,489	336,294	350,699	302,489	111%
Other Tenant Income	12,121	20,960	20,741	12,121	173%
Other Income	47,360	1,549	52,190	47,360	3%
Fraud Income					
Grant Income					
Operating Subsidy	543,155	589,430	529,382	543,155	109%
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	250,000	104,798	12,278	2036%
Bookkeeping Fee					
Management Fee					
Total Revenue	917,403	1,198,233	1,057,810	917,403	131%
Expenses					
Administrative Salaries	121,099	122,424	72,583	121,099	101%
Office Expense	17,294	26,690	18,510	17,294	154%
Other Administrative Expense	1,697	4,909	1,622	1,697	289%
Legal Expense	11,704	26,755	24,922	11,704	229%
Audit Expense	5,254	7,885	11,719	5,254	150%
Advertising	-			-	
Travel and Training	199			199	
Bookkeeping Exp	11,390	8,546	9,940	11,390	75%
Asset Management Expense	17,400	17,400	17,520	17,400	100%
Management Fee Exp	97,576	74,387	85,153	97,576	76%
Total Admin Expenses	283,613	288,995	241,969	283,613	102%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	29,028	32,004	30,493	29,028	110%
Electric	42,803	48,469	43,247	42,803	113%
Gas	28,265	29,451	24,587	28,265	104%
Total Utility	100,096	109,925	98,327	100,096	110%
Maintenance					
Maintenance Wages	79,057	199,523	101,133	79,057	252%
Maintenance Materials	81,883	58,986	96,857	81,883	72%
Maintenance Contracts	115,556	130,013	124,505	115,556	113%
Total Maintenance	276,496	388,521	322,495	276,496	141%
Security Contracts/Costs	-	1,775	364	-	0%
Insurance Costs	106,992	101,367	92,926	106,992	95%
Employee Benefits	26,901	66,371	27,438	26,901	247%
Bad Debt	15,124	12,542	58,966	15,124	83%
Vash Port (HAP) Expense	-			-	
HAP Expense	-			-	
FSS Expense	-			-	
Compensated Absences	-	16,033	10,678	-	
Total Other Expense	149,017	198,088	190,372	149,017	133%
Net Income Before Depreciation +/-)	108,181	212,704	204,647	108,181	197%
Depreciation	168,300	153,222	168,000	168,300	91%
Net Income After Depreciation +/-)	(60,119)	59,482	36,647	(60,119)	-99%

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

SHORTFALL FUNDING
 AMP 3

Description	FYE 23 Budget	9.30.23 fye ytd actuals	9.30.22 fye ytd actuals	9.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	1,243,513	947,008	697,802	1,243,513	76%
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	947,008	697,802	1,243,513	76%
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	947,008	697,802	1,243,513	76%
Total Maintenance	1,243,513	947,008	697,802	1,243,513	76%
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 COCC
FY 2023

October 1, 2022-September 30, 2023

COCC

Description	9.30.23 fye ytd			9.30.23 fye ytd	
	FYE 23 Budget	actuals	actuals	budget	% of Budget
Revenue					
Rental Income	-	-	-	-	-
Other Tenant Income	-	-	-	-	-
Other Income	140,139	115,903	163,106	140,139	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	283,053	231,267	141,526	200%
Capital Fund Ops Transfer (1406)	-	-	-	-	-
Asset Management Fee	50,560	58,840	59,880	50,560	116%
Bookkeeping Fee	229,561	226,791	224,345	229,561	99%
Management Fee	690,724	613,037	673,896	690,724	89%
Total Revenue	1,252,510	1,297,624	1,352,494	1,252,510	104%
Expenses					
Administrative Salaries	738,747	570,851	722,293	738,747	77%
Office Expense	92,492	119,273	93,205	92,492	129%
Other Administrative Expense	32,050	40,138	36,682	32,050	125%
Legal Expense	12,706	18,172	14,037	12,706	143%
Audit Expense	2,500	3,747	14,811	2,500	150%
Advertising	270	76	298	270	28%
Travel and Training	5,820	-	4,592	5,820	0%
Bookkeeping Exp	-	-	-	-	-
Management Fee Exp	-	-	-	-	-
Total Admin Expenses	884,585	752,256	885,918	884,585	85%
Resident Services					
Resident Services Salaries	-	-	-	-	-
Benefits	-	-	-	-	-
Other Resident Services	-	43,661	31,940	-	-
Total Resident Services	-	43,661	31,940	-	-
Utility					
Water	-	-	-	-	-
Electric	-	-	496	-	-
Gas	-	-	-	-	-
Total Utility	-	-	496	-	-
Maintenance					
Maintenance Wages	-	-	-	-	-
Maintenance Materials	-	224	3,133	-	-
Maintenance Contracts	22,813	3,560	3,694	22,813	-
Total Maintenance	22,813	3,784	6,827	22,813	-
Security Contracts/Costs	-	-	-	-	-
Insurance Costs	103,023	87,271	75,040	103,023	85%
Employee Benefits	150,235	84,649	129,803	150,235	56%
Bad Debt	-	-	-	-	-
Vash Port (HAP) Expense	-	-	-	-	-
HAP Expense	-	-	-	-	-
Other General Expense	-	14,400	-	-	-
Compensated Absences	-	28,576	34,069	-	-
Total Other Expense	253,258	214,896	238,912	253,258	85%
Net Income Before Depreciation +/-	91,854	283,027	188,401	91,854	308%
Depreciation	7,700	6,240	7,700	7,700	81%
Net Income After Depreciation +/-	84,154	276,787	180,701	84,154	329%

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

HCVP ADMIN

Description	FYE 23 Budget	9.30.23 fye ytd actuals	9.30.22 fye ytd actuals	9.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income	-	34,100	49,468	-	0%
Fraud Income	28,426	42,157	56,195	28,426	148%
Grant Income					
Operating Subsidy					
HAP Subsidy					
Admin Fee Income	1,308,641	1,599,584	1,283,874	1,308,641	122%
Port VASH (HAP)	600,469	841,941	600,481	600,469	140%
Port VASH (Admin Fee)	54,811	56,578	52,733	54,811	103%
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	1,992,347	2,574,361	2,042,751	1,992,347	129%
Expenses					
Administrative Salaries	393,980	354,822	379,307	393,980	90%
Office Expense	61,686	95,295	82,608	61,686	154%
Other Administrative Expense	3,976	3,590	3,105	3,976	90%
Legal Expense	-	9,190	-	-	-
Audit Expense	8,000	12,008	23,604	8,000	150%
Advertising	-	-	-	-	-
HCV Inspections	89,311	124,621	105,975	89,311	-
Travel and Training	5,725	-	5,165	5,725	0%
Bookkeeping Exp	183,136	191,633	179,138	183,136	105%
Management Fee Exp	293,017	307,012	286,620	293,017	105%
Total Admin Expenses	1,038,831	1,098,170	1,065,522	1,038,831	106%
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	96,911	105,056	114,472	85%
Employee Benefits	132,205	113,898	123,054	132,205	86%
Bad Debt	-	9,281	482	-	-
Vash Port (HAP) Expense	600,469	841,941	600,481	600,469	140%
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Port Out Admin fee Expense	5,160	11,904	9,305	5,160	-
Compensated Absences	-	19,956	18,509	-	-
Total Other Expense	852,306	1,093,890	856,887	852,306	128%
Net Income Before Depreciation +/-	101,210	382,301	120,342	101,210	378%
Depreciation	15,900	10,101	15,900	15,900	64%
Net Income After Depreciation +/-	85,310	372,201	104,442	85,310	436%

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

HCVP HAP

Description	HCVP HAP				
	FYE 23 Budget	9.30.23 fye ytd actuals	9.30.22 fye ytd actuals	9.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income	-	8,024	43,376	-	0%
Fraud Income	28,426	52,061	56,195	28,426	183%
Grant Income					
Operating Subsidy					
HAP Subsidy	15,397,902	19,116,156	14,689,680	15,397,902	124%
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	19,176,241	14,789,251	15,426,328	124%
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			482		
Vash Port (HAP) Expense					
HAP Expense	15,358,416	19,373,410	14,978,952	15,358,416	126%
FSS Expense	67,912	48,473	54,711	67,912	71%
Port Out Admin fee Expense					
Compensated Absences					
Total Other Expense	15,426,328	19,421,883	15,034,145	15,426,328	126%
Net Income Before Depreciation +/-	-	(245,643)	(244,894)	-	
Depreciation					
Net Income After Depreciation +/-	-	(245,643)	(244,894)	-	

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

GRANTS (FSS)

Description	FYE 23 Budget	9.3.23 fye ytd actuals	9.30.22 fye ytd actuals	9.30.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	99,400	78,933	71,093	99,400	79%
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	78,933	71,093	99,400	79%
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	59,847	54,128	64,772	92%
Benefits	34,628	15,955	16,966	34,628	46%
Total Resident Services	99,400	75,802	71,094	99,400	76%
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					
Compensated Absences		2,075			
Other General Expense		1,056			
Total Other Expense		3,131			
Net Income Before Depreciation +/-		0			
Depreciation					
Net Income After Depreciation +/-		0			

BANK BALANCE PER BANK STATEMENT

BANK	ACCT #	DESCRIPTION	2022												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	\$663,412	\$601,814	\$798,790		
1ST SOURCE	1310	AMP2	\$332,549	\$321,946	\$363,500	\$356,881	\$357,866	\$214,681	\$256,822	\$433,993	\$487,354	\$525,067	\$536,475	\$746,564		
1ST SOURCE	1302	AMP3	\$195,175	\$293,689	\$266,816	\$275,578	\$315,482	\$264,896	\$332,636	\$332,457	\$367,510	\$409,947	\$488,607	\$610,425		
1ST SOURCE	1294	AMP 4	\$396,596	\$390,611	\$363,530	\$415,125	\$421,587	\$384,155	\$399,029	\$370,141	\$375,063	\$404,020	\$390,175	\$660,467		
1ST SOURCE	1328	CCOC	\$273,502	\$255,339	\$279,371	\$278,278	\$268,577	\$224,000	\$266,220	\$233,767	\$477,239	\$495,415	\$480,995	\$583,549		
1ST SOURCE	2264	SEC DEPOSITS	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$79,620	\$72,075		
1ST SOURCE	2256	AMP CAPEX	\$64,903	\$48,591	\$42,388	\$39,092	\$38,557	\$38,557	\$0	\$0	\$0	\$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	\$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	\$72,775	\$134,876	\$89,346		
1ST SOURCE	2256	HAP ESCROW FORFEITURE							\$5,074	\$5,382	\$5,382	\$5,382	\$6,327	\$9,292		
1ST SOURCE	2280	SEC 8 ADM	\$629,541	\$632,203	\$694,964	\$713,053	\$746,609	\$534,482	\$555,920	\$530,528	\$613,737	\$637,247	\$702,749	\$943,096		
1ST SOURCE	6024	SEC 8 HAP	\$132,253	\$70,869	\$131,689	\$218,092	\$30,687	\$226,306	\$180,666	\$18,716	\$39,816	\$28,616	\$78,889	\$44,526		
Centier	7537	FSS ESCROW PHA	\$2,112	\$2,459	\$3,196	\$3,753	\$4,311	\$4,868	\$5,425	\$5,592	\$5,760	\$5,927	\$5,014	\$2,776		
Centier	5942	FSS ESCROW HAP	\$35,396	\$37,459	\$39,818	\$42,756	\$45,163	\$48,571	\$48,800	\$53,822	\$57,600	\$61,338	\$58,899	\$64,288		
		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	\$3,630,394	\$3,806,071	\$4,866,824		

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
Description	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	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	-	-	-	-	-	-	28,426	28,426	56,853	-	-	56,853	56,853	56,853
Grant Income	781,211	754,383	610,262	543,155	1,243,513	-	15,397,902	1,308,641	15,397,902	99,400	-	1,342,913	1,342,913	1,342,913
Operating Subsidy	-	-	-	-	2,689,012	-	-	1,308,641	1,308,641	-	-	2,689,012	2,689,012	2,689,012
HAP Subsidy	-	-	-	-	-	-	600,469	600,469	600,469	-	-	1,308,641	1,308,641	1,308,641
Admin Fee Income	-	-	-	-	-	-	54,811	54,811	54,811	-	-	54,811	54,811	54,811
Port WASH (HAP)	-	-	-	-	-	-	-	-	-	-	-	141,526	141,526	141,526
Port WASH (Admin Fee)	-	-	-	-	-	-	-	-	-	-	-	457,631	457,631	457,631
Capital Fund Ops Management Fee (1410)	74,336	343,252	27,765	12,278	457,631	141,526	-	-	-	-	(229,561)	-	-	-
Capital Fund Ops Transfer (1406)	-	-	-	-	-	229,561	-	-	-	-	(50,560)	-	-	-
Bookkeeping Fee	-	-	-	-	-	50,560	-	-	-	-	(690,724)	-	-	-
Asset Management Fee	-	-	-	-	-	690,724	-	-	-	-	-	-	-	-
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-
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	(970,865)	23,464,974	23,464,974	23,464,974
Expenses														
Administrative Salaries	121,099	146,080	98,406	121,099	486,683	738,747	393,980	393,980	393,980	-	-	1,619,412	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	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	50,751
HQS Inspections	-	-	-	-	-	-	89,311	89,311	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	8,000	-	-	61,241	61,241	61,241
Audit Expense	6,814	11,452	5,980	5,254	29,500	2,500	270	270	270	-	-	40,000	40,000	40,000
Advertising	-	-	-	-	-	270	-	-	-	-	-	270	270	270
Travel and Training	226	-	264	199	689	5,820	5,725	5,725	5,725	-	-	12,234	12,234	12,234
Bookkeeping Exp	7,341	14,532	12,961	11,390	46,425	-	183,136	183,136	183,136	-	-	-	-	-
Asset Management Fee	13,360	-	19,800	-	50,560	-	690,724	690,724	690,724	-	-	-	-	-
Management Fee Exp	64,602	124,494	111,035	97,576	397,707	-	293,017	293,017	293,017	-	-	2,128,410	2,128,410	2,128,410
Total Admin Expenses	251,659	366,236	274,329	283,614	1,175,438	884,566	1,038,831	1,038,831	1,038,831	-	-	2,128,410	2,128,410	2,128,410
Resident Services														
Resident Services Salaries	-	-	-	-	-	-	-	-	-	64,772	-	64,772	64,772	64,772
Benefits	-	-	-	-	-	-	-	-	-	34,628	-	34,628	34,628	34,628
Total Resident Services	-	-	-	-	-	-	-	-	-	99,400	-	99,400	99,400	99,400
Utility														
Water	63,042	97,157	59,711	29,028	248,939	-	-	-	-	-	-	248,939	248,939	248,939
Electric	10,588	150,959	21,473	42,803	225,824	-	-	-	-	-	-	225,824	225,824	225,824
Gas	25,830	53,316	30,922	28,265	138,333	-	-	-	-	-	-	138,333	138,333	138,333
Total Utility	99,460	301,433	112,107	100,097	613,096	-	-	-	-	-	-	613,096	613,096	613,096
Maintenance														
Maintenance Wages	231,066	102,894	102,894	78,037	515,911	-	-	-	-	-	-	515,911	515,911	515,911
Maintenance Materials	132,352	180,620	140,395	81,883	535,250	-	-	-	-	-	-	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	2,003,231
Total Maintenance	565,178	576,403	369,989	278,496	3,091,579	22,813	-	-	-	-	-	3,094,392	3,094,392	3,094,392
Security Contracts/Costs														
Insurance Costs	100,369	180,537	89,585	106,592	477,483	103,023	114,472	114,472	114,472	-	-	694,978	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	568,529
Bad Debt	6,510	21,760	16,000	15,124	59,394	-	-	-	-	-	-	59,394	59,394	59,394
Vash Part (HAP) Expense	-	-	-	-	-	-	600,469	600,469	600,469	-	-	600,469	600,469	600,469
Port out Admin Fee Expense	-	-	-	-	-	-	5,160	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 HAS BEEN DONE. THE GROUND HAS BEEN LEVELED.

HEARTLAND ENVIRONMENT HAS REMOVED THE TWO UNDERGROUND TANKS FROM RABBI SHULMAN. THE FENCING HAS BEEN REMOVED. MAINTENANCE WILL BE LOOKING INTO GETTING CHAINS TO BLOCKADE THE OPENINGS. THEY WILL ALSO BE PUTTING UP NO TRESPASSING SIGNS UP. THIS SHOULD BE DONE IN NOVEMBER.