

SOUTH BEND HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

JANUARY 2024

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

JANUARY 2024

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
CITY OF SOUTH BEND, INDIANA**

REGULAR BOARD MEETING MINUTES

501 Alonzo Watson Drive

South Bend In 46601

November 21st, 2023 @ 9 a.m.

CALL TO ORDER:

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

ROLL CALL:

Commissioner Calvin, Commissioner Luecke, Commissioner Chamblee, Commissioner Daniel.

HASB STAFF:

Andy Delaney, Executive Director; Deborah Mobley; Director of PH, 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

Public

Sarah Schaefer, City County Building

OLD BUSINESS:

Commissioner Luecke moved to approval of Minutes from the October 2023, board of commission meetings, Commissioner Chamblee second the motion. The vote was as follows.

Commissioner Luecke	AYE
Commissioner Chamblee	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

PUBLIC COMMENTS:

Ms. Schaefer indicated she was new to city employment but not new to the city of South Bend and was excited to partner with the HASB. She looks forward to meeting the requirements of the partnership.

Commissioner Calvin thanks Ms. Schaefer for her attendance and welcomed her.

Personnel Committee:

Commissioner Luecke indicated as chair of the personnel committee, he was pleased to report that they have had a long and thorough search for a New Executive Director. They interviewed many quality candidates and commended the search firm for bringing excellent candidates to consider. We believe we have found an individual who will be the right fit for our agency to help us continue to move forward to be an asset to the city of South Bend and our residence. It was unanimously recommended by the personnel committee that we hire Mrs. Marsha Parham-Green as our new Executive Director. Mrs. Parham-Green currently serve as the Executive Director of the Housing office for Baltimore County Government and during her time there, the agency moved from trouble status, she grew the budget and VASH vouchers and she worked with private developers to build new affordable housing units in Baltimore County using project-based vouchers. We believe the personality, the drive and commitment to be a good fit here. I also want to again say thank you to our staff here for the excellent job you have done to keep us moving forward during this interim period. Mrs. Parham-Green will start on January 2nd, and to have her to work with this excellent team we have at the Housing Authority. We have a resolution prepared to approve the appointment and contract of employment of Mrs. Parham-Green to be the Executive Director of the Housing Authority of South Bend. Resolution number 23-4411

Resolution # 23-4411

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA, TO APPROVE THE APPOINTMENT OF, AND TO APPROVE A CONTRACT FOR EMPLOYMENT OF, THE EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND INDIANA.

Commissioner Luecke moved to adopt resolution number 23-4411; Commissioner Chamblee seconded the motion.

Commissioner Chambles indicated he agreed with commissioner Luecke that the staff has been sterling in keeping the wheel going forward and taking on responsibilities that now can be put back in its original place. We feel really comfortable that the new Executive Director experience and energy will fit very well with us and keep the rock rolling up the hill at a faster and steep pace.

Commissioner Daniel indicated she felt the committee worked really hard and in the forefront for the community, the client and the staff. We did what we could to make sure that we were choosing a candidate that was stella and know that we have the best interest at heart.

Commissioner Calvin called for the vote which was as follows.

Commissioner Luecke	AYE
Commissioner Chamblee	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

RESOLUTION 23-4410:

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBMIT THE HOUSING CHOICE VOUCHER PROGRAM SEMAP CERTIFICATION.

Ms. Wallace stated that we are required by HUD to submit the SEMAP which is the self-evaluation of the HCV program no later than 60 days after the close of our fiscal year, for us that is November 29, 2023, and I appreciate you all coming in early to get this done. I am pleased to report we are going to be submitting and certifying as high performing. We are above 90% in our audit in all of our 15 indicators.

Commissioner Luecke moved to adopt resolution 23-4410, Commissioner Daniel seconded.

Commissioner Luecke wanted to comment and commend the staff this was a huge amount of work because this hadn't been done in several years. HUD had waived the reporting requirements and previous to that the records were not well maintained so staff had an enormous task of pulling the information together and putting it in its appropriate form. I was in awe with the work that has been done and say well done. We will get the official report in a few months from HUD.

Commissioner Calvin indicated Lori you and your staff have put in hours and hours above daily work, and I am impressed. Commissioner Calvin called for the vote which was as follows.

Commissioner Luecke	AYE
Commissioner Chamblee	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

Executive Director Report –

Family Self Sufficiency FSS

Katherine reported on FSS for the month of October stating there are 64 participants enrolled in the FSS program. 55 in the HCV program, 9 in Public Housing and 33 Participants with escrow accounts, with \$74,742.00 for the total amount in escrow. Dr. Chris Alber, Superintendent of The Excel Center of Goodwill in Michiana, was the guest speaker at the FSS October monthly meeting. Some of the resources Excel Center provides are High School Diplomas, Free College Credits, Certifications, Transportation Assistance, Employment, Support for First-Time Mothers, Free Childcare, and Special Education services.

The Certification Program is through Ivy Tech College. They offer free certifications for Pharmacy Tech, HVAC Maintenance, Welding, Dental Assistance, and more. LaQuisha Garrett, an FSS participant and a recent graduate of the Excel Center, spoke encouraging words to other FSS participants. Ms. Garrett received her diploma from the Excel Center in May 2023 and has become a Certified Community Health Worker. She is certified to work at the St. Joseph County Health Dept. FSS attended EIV Security Training and received a Certificate of completion in Cyber Awareness Challenge 2024. FSS added (1) new HCV participant.

LOW INCOME PUBLIC HOUSING (LIPH)

Mrs. Mobley stated she had 767 elderly families currently on the Public Housing waiting list. The waiting list was opened and currently we have over 1000 new applicants. We have had success in leasing families to fill our vacancies. The current vacancy report reflects **219** units. During the month of October, we experienced **174** work orders submitted and **0** emergency work orders. The agency billed \$107,066.62 and collected \$100,232.37.

Highlights: In the month of October, we leased up (9) families from the waiting list and (2) Transfers. Closed intake file for no response or requests to be removed from the waiting list, (96) families removed. There are (14) Units ready to lease.

Commissioner Luecke asked the question: we have 14 units ready to lease, how many units could we lease a month if we have them available?

Mrs. Mobley indicated leasing is becoming a challenge because people change their telephone and address frequently. If we had accurate contact information, we could lease between 10-15 units a month.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

Ms. Wallace stated for October we served 2,307 households. 2,060 under the HCV program, 82 under VASH, 50 under FSS (included in the 2,060), 41 Emergency Housing Vouchers, 13 Foster Youth

Program, no port ins and 35 port outs (billing). At the end of October our waiting list reflects 1,324 families. We had 106 vouchers out searching and 59 requests for tenancy approval and we ended Participation for 21 families.

We had 330 HQS inspections. 82 initial inspections, 155 annual inspections. No special inspections. Three new staff have been added to the team. The HUD compliance Audit response. The SEMAP internal audit and preparation were conducted. Our upcoming events are waiting list training for Ms. Thompson, and the City audit of the CDBG funds for the Homeless Initiative. We are reviewing the HOTMA regulations for updates to the Admin Plan.

Commissioner Luecke asked what the difference between relocation and a port out and how do we calculate the reporting rate?

Ms. Wallace indicated the relocation is from Monroe Circle and a Port Out is someone moving from our location to another jurisdiction; the reporting rate is a formula that is calculated by the Voucher Management System (VMS). The number of voucher holders minus the Port Out families that are being absorbed minus the VASH and the EHV and then we look at what is submitted into the pic form and try to make them match. We are trying to balance the two systems to make them match and get the correct information for audit purposes.

FINANCIAL REPORT

Mr. Delaney stated that the finance report does not reflect much change because we are starting a new fiscal year effective October 1, 2023.

Commissioner Daniel asked the question: there was money that was supposed to come from IHEDA, is that something that is progressing?

Mr. Delaney indicated we got \$75,000; we are expecting the rest of the money, I just cannot tell you when we will be received.

Moving on to Real Estate Investment and Development, as of today we have not put up no trespassing signs or the locks on gate for the vacant property owned by HASB and probably won't happen for a couple of weeks.

Mrs. Mobley indicated we are still waiting for the city. The city has something else to do with meeting with the contractors before we can start blocking off. Probably by the end of the month we can start.

Commissioner Luecke asked; Have we had any problems with people being on the site?

Mr. Delaney responded: No

Commissioner Luecke indicated he was thankful for all of the representatives of HASB

Commissioner Chamblee affirmed by stating: Here, Here

Attorney Harris indicated happy holidays and thank you

Pamela Rodgers offered the next board meeting will be held on January 23, 2024.

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	64	55	9	33	\$74,742.00
November 2023	65	55	10	36	\$85,507.00
December 2023	65	55	10	37	\$92,241.00

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

Board Report January 2024

- Kathy Jordan, Globe Life Liberty National Insurance was the guest speaker for the November FSS monthly meeting. She explained the importance of life insurance for children, adults, and families.
- FSS held a Christmas Party during our December monthly meeting. The food was donated by Martin's Supermarket. The meal consisted of chicken, mashed potatoes, salad & cupcakes. Valerie Golden, LSW, from Oaklawn Psychiatric Hospital was the guest speaker. She shared with the group coping skills on "How to Deal with Stress". As an incentive, participants were given a \$25 gift certificate for attending the meeting. FSS used forfeited escrow funds to purchase the gift certificates.

- Seven FSS participants received certificates for completing the Money Smart, Financial Literacy Class. Brandon Prince, Assistant Vice President, a Community Reinvestment Officer from Lake City Bank taught the class.
- FSS graduated a participant in November, Shenell Dean. She received \$410.56.

LOW INCOME PUBLIC HOUSING (LIPH)

Jan 2024					
Waiting List	912				
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				
	Laurel Court	42	23	19	
	Harbor Homes	54	33	21	
2	Rabbi Shulman/628				
	West Scott /501	127	64	63	
	Quads	52	47	5	
3	South Bend Avenue	20	16	4	2 units office
	Edison Gardens	19	18	1	
	Twyckenham	18	13	5	
	Scattered Sites 09	47	31	15	0
	Scattered Sites 10	66	39	27	0
4	LaSalle Landing	24	18	6	0
	Scattered Sites 12	44	24	20	0
	Scattered Sites 17	55	30	25	0
	Scattered Sites 18	31	14	17	0
TOTAL		599	370	223	

Workorders	Emergency		Routine		
	Property	November December 2023	January 2024	November December 2023	January 2024
Monroe Circle Plaza Apts.					
Laurel Court	0			21	
Lasalle Landing	0			12	
South Bend Avenue	0			20	
Westcott Apts.	1			87	
Harbor Homes	0			55	
Scattered Sites (IN15-09)	0			31	
Scattered Duplexes (10)	0			37	
Edison Gardens	0			19	
Twyckenham	0			4	
Scattered Sites (IN15-12)	0			24	
Acquisition Scattered Sites (IN15-17)	0			24	
Scattered Sites (IN15-18)	0			17	
Non-Tenant work orders	0			19	
Totals	1			370	

	NOVEMBER CHARGED	2023 PAID	DECEMBER CHARGED	2024 PAID
Laurel Court	\$ 3,427.00	\$ 6,168.00	\$ 3,201.00	\$ 2,811.00
LaSalle Landing	\$ 6,028.00	\$ 7,018.00	\$ 5,875.00	\$ 2,663.00
South Bend Avenue	\$ 8,890.00	\$10,054.97	\$ 8,889.00	\$ 4,652.00
Westcott	\$ 34,346.51	\$33,351.25	\$ 33,699.00	\$ 29,059.00
Harbor Homes	\$ 6,136.42	\$10,302.16	\$ 6,347.00	\$ 4,033.00
Scattered Sites (15-09)	\$ 11,476.16	\$12,641.00	\$ 11,830.00	\$ 8,627.00
Scattered Sites (15-10)	\$ 11,367.34	\$11,873.28	\$ 11,119.00	\$ 10,416.00
Edison	\$ 4,485.00	\$ 6,817.00	\$ 5,521.09	\$ 2,298.34
Twyckenham	\$ 3,861.00	\$ 8,026.00	\$ 3,022.00	\$ 1,592.00
	\$ 6,469.00	\$ 6,442.00		
Scattered (15-12)			\$ 7,038.00	\$ 5,222.00
Scattered (15-17)	\$ 11,904.00	\$12,680.00	\$ 10,621.00	\$ 16,989.00
Scattered (15-18)	\$ 2,427.00	\$ 1578.00	\$ 2,894.00	\$ 1,617.00
Total	\$ 110,817.43	\$126,951.66	\$ 110,056.09	\$ 87,168.34

we leased up (7) off the waiting list. Transfers (2)

Closed intake file for no response or request to be removed (31)

Units ready to lease (9)

Capital Expenditures (Grants)

Grant Year	Awarded	Expended	Remaining Balance	Action taken
2021	\$2,312,210.00	\$2,312,210.00	0.00	Development Planning/Demolition
2022	\$2,840,654.00	\$2,533,777.00	\$306,877.00	Vacancy Reduction
2023	\$2,848,334.00	\$6,650.00	\$2,841,684.00	Vacancy Reduction and other Capital Activities
2021 PH Shortfall	\$1,137,401.00	\$769,349.00	first allocation = 0 Second allocation 0.00 Third allocation \$368,052.00	South Bend Avenue/ Vacancy Reduction Planning \$360,052 available 2024
2022 PH Shortfall	\$1,548,904.00	\$875,461.00	\$673,443	Vacancy Reduction AMPS 3 and 4 Funds available 2024
2022 Water Infiltration Safety	\$912,000.00	\$0.00	0.00	All Amps
Total	\$11,599,503.00	\$6,497,447.00	\$4,190,056.00	

Housing Choice Voucher Program (HCVP)

December 2023

HCVP Program Summary													
		Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Total Households Served		2,217	2,239	2,262	2,295	2,321	2,314	2,300	2,305	2,297	2,307	2,317	2,329
	HCVP	2,005	2,027	2,055	2,071	2,096	2,086	2,072	2,060	2,050	2,060	2,070	2,077
	VASH Veterans	84	84	81	79	80	83	83	84	84	82	83	83
	FSS	44	44	43	40	38	38	36	51	50	50	49	54
	Emergency Housing Vouchers (EHV)	9	10	10	14	18	22	28	35	40	41	40	41
	Foster Youth (FYI)	13	12	12	11	11	12	12	12	13	13	12	12
	Port In	9	9	8	8	8	8	0	0	0	0	0	0
	Port Out	30	29	28	26	25	29	27	30	31	35	35	33
	Relocation	44	44	44	45	45	45	45	45	44	44	44	44
Reporting Rate		100%	99%	99%	98%	98%	97%	97%	97%	97%	99%	99%	98%
Waiting List		719	321	128	1,999	1,924	1,824	1,699	1,574	1,449	1,324	1,324	1,324

HCVP Process Summary													
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	
Vouchers Issued (On the Street)	173	207	224	163	96	84	106	117	114	106	104	106	
Request for Tenancy Approval (RFTA) Processed	87	63	118	93	53	67	56	64	56	59	55	59	
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	22/2/15	24/1/19	16/1/15	
Interim Changes	55	76	76	104	168	132	132	128	117	116	89	87	
Annual Reexaminations	128	130	136	108	93	106	115	122	135	176	139	165	
End of Participation	16	15	33	31	38	24	16	34	13	21	9	13	

HCVP Housing Quality Standard Inspections Summary												
	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Total Number of Inspections	301	305	476	399	485	475	377	387	293	330	346	330
Initial Inspections	99	64	109	88	51	66	58	53	53	82	64	49
Initial Re-inspections	32	23	22	28	25	19	18	19	6	21	12	7
Annual Inspections	111	137	220	191	292	228	204	194	138	165	166	168
Annual Re-inspections	77	57	91	78	90	143	71	94	65	68	71	86
Abatement Inspections	12	12	21	10	10	9	13	12	22	26	20	12
Special Inspections	2	4	2	2	1	1	2	3	5	0	2	2
No Show %	10%	9%	10%	8%	10%	9%	6%	5%	3%	7%	5%	7%

HCVP Highlights for November:

- **Waitlist Management Training (Tasha Thompson)**
- **New Hire: Patricia Newsom, HCV Specialist**
- **Successfully completed City Audit of Homelessness Initiative Records**
- **PIC Error Training (Linda Brownlee)**
- **SEMAP Submission Completed**

HCVP Highlights for December:

- **FileVision Refresher Training Completed**
- **New Hire: Cherelyn Williams, Intake Specialist and Tyseanda McLeod, HCV Specialist**
- **Performance Reviews Completed**
- **Received HUD-Certification for SEMAP Submission**

HCVP Upcoming for January:

- **Welcome to New Executive Director!**
- **Application Processing Trainings – Tasha Thompson and Cherelyn Williams**
- **Fair Housing Training – Patricia Newsom and Natasha Anderson**
- **Portability Procedures Training – Marc Mays and Shakesha Broadnax**
- **New Year New Perspective Seat Changes/Office Clean Up**
- **Prepare for February Queue Change**



December 2023, Financial Report
For the January 23, 2024, 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.
- Other variances will be discussed in more detail at the board meeting.

capital balances at month end

	total authorized	balance @ 9/30/2023	balance @ 10/31/2023	balance @ 11/30/2023	balance @ 12/31/2023
2022 capital	2,840,654.00	602,876	545,592	429,364	306,877
2023 capital	2,848,334.00	2,848,334	2,841,684	2,841,684	2,841,684
shortfall 21	101 401,297.00	0	0	0	0
shortfall 21	201 368,052.00	0	0	0	0
shortfall 21	202 368,052.00	368,052	368,052	368,052	368,052
shortfall 22	101 202,018.00	0	0	0	0
shortfall 22	201 673,443.00	0	0	0	0
shortfall 22	202 673,443.00	673,443	673,443	673,443	673,443
2022 water infiltratoin	912,000	912,000	912,000	912,000	912,000

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

PUM ANALYSIS FOR AMPS

UML ACC units	Description	Amp 1	58%	Amp 2	62%	Amp 3	69%	Amp 4	56%
		12.31.23 fye actuals	56 96 AMP 1 PUM	12.31.23 fye ytd actuals	111 179 AMP 2 PUM	12.31.23 fye ytd actuals	117 170 AMP 3 PUM	12.31.23 fye ytd actuals	86 154 AMP 4 PUM
Revenue									
	Rental Income	29,305	52.33	100,575	90.61	113,554	97.05	66,467	77.29
	Other Tenant Income	2,610	4.66	1,035	0.93	4,145	3.54	3,705	4.31
	Other Income	-	-	-	-	-	-	-	-
	Fraud Income	-	-	-	-	-	-	-	-
	Grant Income	-	-	-	-	-	-	-	-
	Operating Subsidy	210,223	375.40	479,149	431.67	160,714	137.36	147,461	171.47
	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	242,138	432.39	580,759	523.21	278,413	237.96	217,633	253.06
Expenses									
	Administrative Salaries	23,620	42.18	7,183	6.47	22,346	19.10	34,607	40.24
	Office Expense	11,788	21.05	12,227	11.02	13,701	11.71	11,622	13.51
	Other Administrative Expense	-	-	-	-	-	-	-	-
	Legal Expense	250	0.45	-	-	-	-	250	0.29
	Audit Expense	1,227	2.19	3,913	3.52	2,174	1.86	1,905	2.22
	Advertising	-	-	-	-	-	-	-	-
	Travel and Training	-	-	-	-	-	-	-	-
	Bookkeeping Exp	1,284	2.29	2,549	2.30	2,578	2.20	1,960	2.28
	Asset Management Expense	2,880	5.14	-	-	4,950	4.23	4,350	5.06
	Management Fee Exp	11,245	20.08	22,314	20.10	22,572	19.29	17,160	19.95
	Total Admin Expenses	52,296	93.39	48,186	43.41	68,320	58.39	71,854	83.55
Resident Services									
	Resident Services Salaries	-	-	-	-	-	-	-	-
	Benefits	-	-	-	-	-	-	-	-
	Total Resident Services								
Utility									
	Water	9,470	16.91	21,149	19.05	12,029	10.28	9,646	11.22
	Electric	3,274	5.85	20,270	18.26	5,400	4.62	11,973	13.92
	Gas	2,003	3.58	6,268	5.65	2,186	1.87	2,867	3.33
	Total Utility	14,748	26.33	47,687	42.96	19,615	16.77	24,486	28.47
Maintenance									
	Maintenance Wages	19,176	34.24	27,712	24.97	37,877	32.37	38,438	44.70
	Maintenance Materials	10,134	18.10	4,828	4.35	7,847	6.71	5,779	6.72
	Maintenance Contracts	35,664	63.69	84,179	75.84	38,038	32.51	14,482	16.84
	Total Maintenance	64,974	116.02	116,719	105.15	83,762	71.59	58,700	68.26
	Security Contracts/Costs	-	-	6,494	5.85	-	-	195	0.23
	Insurance Costs	38,405	68.58	29,281	26.38	44,888	38.37	38,415	44.67
	Employee Benefits	22,647	40.44	21,495	19.36	16,323	13.95	21,065	24.49
	Bad Debt	-	-	-	-	-	-	-	-
	Vash Port (HAP) Expense	-	-	-	-	-	-	-	-
	HAP Expense	-	-	-	-	-	-	-	-
	FSS Expense	-	-	-	-	-	-	-	-
	Other General Expense	1,847	3.30	-	-	-	-	-	-
	Total Other Expense	62,899	112.32	57,271	51.60	61,211	52.32	59,675	69.39
	Net Income Before Depreciation +/-	47,222	84.32	310,896	280.09	45,505	38.89	2,918	3.39
	Depreciation	66,275	118.35	42,984	38.72	29,225	24.98	42,075	48.92
	Net Income After Depreciation +/-	(19,053)	(34.02)	267,912	241.36	16,280	13.91	(39,157)	(45.53)

South Bend LIPH
FY 2024
October 1, 2023-September 30, 2024

AMP 1

UML
ACC units

Description	FYE 24 Budget	12.31.23 fye	12.31.22 fye	12.31.23 fye	% of Budget
		ytd actuals	ytd actuals	ytd budget	
Revenue					
Rental Income	135,401	29,305	52,856	33,850	87%
Other Tenant Income	19,339	2,610	3,680	4,835	54%
Other Income	2,588	-	1,627	647	0%
Fraud Income					
Grant Income					
Operating Subsidy	855,908	210,223	247,832	213,977	98%
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	91,778	-	-	22,945	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,105,014	242,138	305,995	276,254	88%
Expenses					
Administrative Salaries	152,409	23,620	23,428	38,102	62%
Office Expense	32,325	11,788	6,920	8,081	146%
Other Administrative Expense	5,895	-	2,022	1,474	0%
Legal Expense	3,257	250	1,140	814	31%
Audit Expense	4,910	1,227	1,136	1,228	100%
Advertising	-	-	-	-	0%
Travel and Training	5,000	-	-	1,250	0%
Bookkeeping Exp	7,503	1,284	2,054	1,876	68%
Asset Management Expense	11,520	2,880	5,640	2,880	100%
Management Fee Exp	64,276	11,245	17,599	16,069	70%
Total Admin Expenses	287,095	52,296	59,939	71,774	73%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	23,245	9,470	4,142	5,811	163%
Electric	10,263	3,274	1,265	2,566	128%
Gas	21,380	2,003	2,067	5,345	37%
Total Utility	54,888	14,748	7,474	13,722	107%
Maintenance					
Maintenance Wages	198,064	19,176	26,091	49,516	39%
Maintenance Materials	91,498	10,134	28,744	22,875	44%
Maintenance Contracts	217,527	35,664	15,778	54,382	66%
Total Maintenance	507,089	64,974	70,613	126,772	51%
Security Contracts/Costs	500	-	-	125	0%
Insurance Costs	130,244	38,405	31,591	32,561	118%
Employee Benefits	60,000	22,647	13,173	15,000	151%
Bad Debt	6,770	-	-	1,693	0%
Vash Port (HAP) Expense	-	-	-	-	-
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Other General Expense	-	1,847	-	-	-
Total Other Expense	197,514	62,899	44,764	49,379	127%
Net Income Before Depreciation +/-)	58,427	47,222	123,205	14,607	323%
Depreciation	265,100	66,275	66,275	66,275	100%
Net Income After Depreciation +/-)	(206,673)	(19,053)	56,930	(51,668)	37%

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 2

UML
 ACC units

Description	FYE 24 Budget	12.31.23 fye ytd actuals	12.31.22 fye ytd actuals	12.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	352,577	100,575	97,463	88,144	114%
Other Tenant Income	15,208	1,035	2,579	3,802	27%
Other Income	2,137	-	1,959	534	0%
Fraud Income					
Grant Income					
Operating Subsidy	1,363,151	479,149	234,370	340,788	141%
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	71,129	-	-	17,782	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,804,202	580,759	336,371	451,051	129%
Expenses					
Administrative Salaries	19,433	7,183	22,809	4,858	148%
Office Expense	45,268	12,227	3,831	11,317	108%
Other Administrative Expense	2,252	-	568	563	0%
Legal Expense	28,979	-	5,210	7,245	0%
Audit Expense	15,650	3,913	3,430	3,913	100%
Advertising	-	-	-	-	
Travel and Training	5,000	-	-	1,250	0%
Bookkeeping Exp	13,990	2,549	2,820	3,498	73%
Asset Management Expense	-	-	-	-	0%
Management Fee Exp	119,848	22,314	24,155	29,962	74%
Total Admin Expenses	250,420	48,186	62,823	62,605	77%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services	-	-	-	-	-
Utility					
Water	87,326	21,149	14,614	21,832	97%
Electric	95,234	20,270	7,623	23,809	85%
Gas	42,065	6,268	6,950	10,516	60%
Total Utility	224,625	47,687	29,187	56,156	85%
Maintenance					
Maintenance Wages	141,461	27,712	22,538	35,365	78%
Maintenance Materials	115,529	4,828	23,168	28,882	17%
Maintenance Contracts	868,582	84,179	44,525	217,146	39%
Total Maintenance	1,125,572	116,719	90,231	281,393	41%
Security Contracts/Costs	40,908	6,494	7,077	10,227	0%
Insurance Costs	96,582	29,281	47,354	24,146	121%
Employee Benefits	58,000	21,495	14,645	14,500	148%
Bad Debt	17,629	-	-	4,407	0%
Vash Port (HAP) Expense	-	-	-	-	
HAP Expense	-	-	-	-	
FSS Expense	-	-	-	-	
Other General Expense	-	-	-	-	
Total Other Expense	213,119	57,271	69,076	53,280	107%
Net Income Before Depreciation +/-	(9,534)	310,896	85,054	(2,384)	-13044%
Depreciation	171,936	42,984	42,984	42,984	100%
Net Income After Depreciation +/-	(181,470)	267,912	42,070	(45,368)	-591%

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 3

UML
 ACC units

Description	FYE 24 Budget	12.31.23 fye	12.31.22 fye	12.31.23 fye	% of Budget
		ytd actuals	ytd actuals	ytd budget	
Revenue					
Rental Income	364,117	113,554	83,402	91,029	125%
Other Tenant Income	22,443	4,145	3,743	5,611	74%
Other Income	4,364	-	9,603	1,091	0%
Fraud Income					
Grant Income					
Operating Subsidy	654,335	160,714	166,388	163,584	98%
Shortfall funding	-	-	-	-	
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	62,524	-	-	15,631	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,107,783	278,413	263,136	276,946	101%
Expenses					
Administrative Salaries	103,608	22,346	22,873	25,902	86%
Office Expense	31,476	13,701	4,185	7,869	174%
Other Administrative Expense	4,630	-	1,374	1,158	0%
Legal Expense	8,932	-	3,271	2,233	0%
Audit Expense	8,695	2,174	1,494	2,174	100%
Advertising	-	-	-	-	0%
Travel and Training	5,000	-	-	1,250	0%
Bookkeeping Exp	13,287	2,578	2,312	3,322	78%
Asset Management Expense	20,400	4,950	4,950	5,100	97%
Management Fee Exp	113,822	22,572	19,807	28,456	79%
Total Admin Expenses	309,850	68,320	60,266	77,463	88%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	43,035	12,029	9,324	10,759	112%
Electric	24,975	5,400	4,339	6,244	86%
Gas	38,976	2,186	5,290	9,744	22%
Total Utility	106,986	19,615	18,953	26,747	73%
Maintenance					
Maintenance Wages	118,169	37,877	40,407	29,542	128%
Maintenance Materials	20,872	7,847	70,781	5,218	150%
Maintenance Contracts	270,872	38,038	15,549	67,718	56%
Total Maintenance	409,913	83,762	126,737	102,478	82%
Security Contracts/Costs	579	-	-	145	0%
Insurance Costs	145,382	44,888	25,357	36,346	124%
Employee Benefits	66,000	16,323	16,193	16,500	99%
Bad Debt	18,206	-	-	4,552	0%
Vash Port (HAP) Expense				-	
HAP Expense				-	
FSS Expense				-	
Other General Expense		5,074		-	
Total Other Expense	230,167	66,285	41,550	57,542	115%
Net Income Before Depreciation +/-	50,867	40,431	15,630	12,717	318%
Depreciation	116,900	29,225	29,225	29,225	100%
Net Income After Depreciation +/-	(66,033)	11,206	(13,595)	(16,508)	-68%

South Bend LIPH
 FY 2024
 October 1, 2023-September 30, 2024

AMP 4

UML
 ACC units

Description	FYE 24 Budget	12.31.23 fye ytd actuals	12.31.22 fye ytd actuals	12.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	288,850	66,467	72,856	72,213	92%
Other Tenant Income	20,945	3,705	1,255	5,236	71%
Other Income	1,690	-	1,549	423	0%
Fraud Income					
Grant Income					
Operating Subsidy	600,377	147,461	148,132	150,094	98%
Shortfall funding					
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	342,448	-	-	85,612	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,254,310	217,633	223,792	313,578	69%
Expenses					
Administrative Salaries	183,617	34,607	23,525	45,904	75%
Office Expense	25,652	11,622	2,711	6,413	181%
Other Administrative Expense	1,251	-	112	313	0%
Legal Expense	24,725	250	16,463	6,181	4%
Audit Expense	7,620	1,905	1,314	1,905	100%
Advertising	-	-	-	-	0%
Travel and Training	5,000	-	-	1,250	0%
Bookkeeping Exp	11,645	1,960	2,272	2,911	67%
Asset Management Expense	17,880	4,350	4,350	4,470	97%
Management Fee Exp	99,762	17,160	19,467	24,941	69%
Total Admin Expenses	377,152	71,854	70,214	94,288	76%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	31,773	9,646	5,361	7,943	121%
Electric	47,628	11,973	6,620	11,907	101%
Gas	31,081	2,867	4,264	7,770	37%
Total Utility	110,482	24,486	16,245	27,621	89%
Maintenance					
Maintenance Wages	194,557	38,438	46,409	48,639	79%
Maintenance Materials	34,431	5,779	19,817	8,608	67%
Maintenance Contracts	234,431	14,482	12,820	58,608	25%
Total Maintenance	463,419	58,700	79,046	115,855	51%
Security Contracts/Costs	1,955	195	-	489	40%
Insurance Costs	132,956	38,415	29,251	33,239	116%
Employee Benefits	65,000	21,065	9,971	16,250	130%
Bad Debt	14,442	-	-	3,611	0%
Vash Port (HAP) Expense	-	-	-	-	
HAP Expense	-	-	-	-	
FSS Expense	-	-	-	-	
Other General Expense	-	-	-	-	
Total Other Expense	214,353	59,675	39,222	53,588	111%
Net Income Before Depreciation +{(-)}	88,904	2,918	19,065	22,226	13%
Depreciation	168,300	42,075	42,075	42,075	100%
Net Income After Depreciation +{(-)}	(79,396)	(39,157)	(23,010)	(19,849)	197%

South Bend FSS
 FY 2024
 October 1, 2023-September 30, 2024

GRANTS (FSS)

Description	12.31.23 fye	12.31.22 fye	12.31.23 fye	% of Budget
	FYE 24 Budget	ytd actuals	ytd budget	
Revenue				
Rental Income				
Other Tenant Income				
Other Income				
Fraud Income				
Grant Income	99,400	15,920	22,043	64%
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	15,920	22,043	64%
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	14,229	16,267	88%
Benefits	34,628	1,691	5,777	20%
Total Resident Services	99,400	15,920	22,044	64%
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				
Total Other Expense	-	-	-	
Net Income Before Depreciation +(-)	-	-	-	
Depreciation				

South Bend COCC
FY 2024
October 1, 2023-September 30, 2024

COCC

Description	FYE 24 Budget	12.31.23 fye ytd actuals	12.31.22 fye ytd actuals	12.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	-	-	-	-	
Other Tenant Income	-	-	-	-	
Other Income	119,737	3,518	55,257	29,934	12%
Fraud Income	-	-	-	-	
Grant Income	-	-	-	-	
Operating Subsidy	-	-	-	-	
HAP Subsidy	-	-	-	-	
Admin Fee Income	-	-	-	-	
Port VASH (HAP)	-	-	-	-	
Port VASH (Admin Fee)	-	-	-	-	
Capital Fund Management Fee (1410)	283,940	-	-	70,985	0%
Capital Fund Ops Transfer (1406)	-	-	-	-	0%
Asset Management Fee	49,800	12,180	14,940	12,450	98%
Bookkeeping Fee	244,376	57,234	55,651	61,094	94%
Management Fee	714,429	151,471	154,937	178,607	85%
Total Revenue	1,412,282	224,402	280,785	353,071	64%
Expenses					
Administrative Salaries	716,420	118,474	166,426	179,105	66%
Office Expense	122,681	46,513	12,352	30,670	152%
Other Administrative Expense	42,056	9,052	4,355	10,514	86%
Legal Expense	12,953	-	3,726	3,238	0%
Audit Expense	3,125	781	624	781	100%
Advertising	95	-	76	24	0%
Travel and Training	10,000	-	-	2,500	0%
Bookkeeping Exp	-	-	-	-	
Management Fee Exp	-	-	-	-	
Total Admin Expenses	907,330	174,820	187,559	226,833	77%
Resident Services					
Resident Services Salaries	-	-	-	-	
Benefits	-	-	-	-	
Other Resident Services	-	-	17,638	-	0%
Total Resident Services	-	-	17,638	-	0%
Utility					
Water	-	-	-	-	
Electric	-	-	-	-	
Gas	-	-	-	-	
Total Utility	-	-	-	-	-
Maintenance					
Maintenance Wages	-	-	-	-	
Maintenance Materials	-	-	-	-	
Maintenance Contracts	2,971	890	890	743	120%
Total Maintenance	2,971	890	890	743	120%
Security Contracts/Costs	-	-	-	-	
Insurance Costs	83,138	20,876	34,861	20,785	100%
Employee Benefits	80,702	20,592	29,471	20,176	102%
Bad Debt	-	-	-	-	
Vash Port (HAP) Expense	-	-	-	-	
HAP Expense	-	-	-	-	
FSS Expense	-	-	-	-	
Other General Expense	14,400	3,818	3,600	3,600	106%
Total Other Expense	178,240	45,286	67,932	44,560	102%
Net Income Before Depreciation +(-)	323,741	3,406	6,766	80,935	4%
Depreciation	7,700	1,925	1,925	1,925	100%

South Bend HCVP
 FY 2024
 October 1, 2023-September 30, 2024

Description	HCVP HAP				% of Budget
	FYE 24 Budget	12.31.23 fye ytd actuals	12.31.22 fye ytd actuals	11.30.23 fye ytd budget	
Revenue					
Rental Income					
Other Tenant Income					
Other Income(Forfeitures)	-	-	-	-	0%
Fraud Income	28,426	2,632	21,528	7,107	37%
Grant Income					
Operating Subsidy					
HAP Subsidy	22,000,000	5,339,186	4,246,451	5,500,000	97%
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	22,028,426	5,341,818	4,267,979	5,507,107	97%
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	21,984,726	5,353,238	4,264,033	5,496,182	97%
FSS Expense	43,700	17,254	7,316	10,925	158%
Port Out Admin fee Expense					
Other General Expense					
Total Other Expense	22,028,426	5,370,492	4,271,349	5,507,107	98%
Net Income Before Depreciation +(-)	-	(28,674)	(3,370)	-	
Depreciation	-				
Net Income After Depreciation +/(-)	-	(28,674)	(3,370)	-	

South Bend HCVP
FY 2024
October 1, 2023-September 30, 2024

HCVP ADMIN

Description	FYE 24 Budget	12.31.23 fye ytd actuals	12.31.22 fye ytd actuals	12.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income(Forfeitures)	-	3,050	27,700	-	0%
Fraud Income	28,426	2,632	20,740	7,107	37%
Grant Income					
Operating Subsidy					
HAP Subsidy					
Admin Fee Income	1,450,000	374,127	346,178	362,500	103%
Port VASH (HAP)	800,000	263,669	184,612	200,000	132%
Port VASH (Admin Fee)	54,811	24,642	13,622	13,703	180%
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	2,333,237	668,120	592,852	583,309	115%
Expenses					
Administrative Salaries	401,487	89,768	95,999	100,372	89%
Office Expense	89,526	40,056	8,981	22,382	179%
Other Administrative Expense	13,891	-	82	3,473	0%
Legal Expense	7,545	-	407	1,886	0%
Audit Expense	10,000	2,500	2,001	2,500	100%
Advertising	-	-	-	-	-
HCV Inspections	120,161	18,694	15,099	30,040	-
Travel and Training	10,000	-	-	2,500	0%
Bookkeeping Exp	123,719	48,863	46,193	30,930	158%
Management Fee Exp	316,721	78,180	73,908	79,180	99%
Total Admin Expenses	1,093,050	278,061	242,670	273,263	102%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water					
Electric					
Gas					
Total Utility					
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts	149,801			37,450	0%
Total Maintenance	149,801			37,450	0%
Other Expense					
Security Contracts/Costs					
Insurance Costs	106,377	28,785	38,735	26,594	108%
Employee Benefits	60,000	27,324	28,266	15,000	182%
Bad Debt	-	-	-	-	-
Vash Port (HAP) Expense	800,000	263,669	184,612	200,000	132%
HAP Expense	-	-	-	-	-
FSS Expense	-	-	-	-	-
Port Out Admin fee Expense	6,000	1,632	998	1,500	-
Other General Expense	-	-	-	-	-
Total Other Expense	972,377	321,410	252,611	243,094	132%
Net Income Before Depreciation +(-)	118,009	68,649	97,571	29,502	233%
Depreciation	15,900	3,975	3,975	3,975	100%
Net Income After Depreciation +(-)	102,109	64,674	93,596	25,527	253%

South Bend Annual Operating Budget
 FY 2024
 October 1, 2023-September 30, 2024

Unit Count	96	179	170	149	S94	COCC	HCVF HAP	HCVF Ops	Total HCVF	Grants (FSS)	Elimination	Primary Government	Blended	Total
	AMP1	AMP2	AMP3	AMP4	Total AMPs									
Revenue														
Rental Income	135,401	352,577	364,117	288,850	1,140,945	-	-	-	-	-	-	1,140,945	-	1,140,945
Other Tenant Income	19,339	15,208	22,443	20,946	77,936	-	-	-	-	-	-	77,936	-	77,936
Other Income	2,588	2,137	4,364	1,690	10,779	119,737	-	-	-	-	-	130,516	-	130,516
Shortfall funding														
Fraud Income							28,426	28,426	56,853	99,400	(170,144)	56,853	-	56,853
Operating Subsidy	855,908	1,363,151	654,335	600,377	3,473,769	-	22,000,000	1,450,000	22,000,000	-	(49,800)	487,452	-	487,452
HAP Subsidy								800,000	800,000		(714,429)	800,000		800,000
Admin Fee Income								54,811	54,811			54,811		54,811
Port VASH (HAP)														
Port VASH (Admin Fee)						283,940						283,940		283,940
Capital Fund Management Fee (1410)	91,778	71,129	62,524	342,448	567,879	170,144								
Capital Fund Ops Transfer (1406)						49,800								
Bookkeeping Fee						714,429								
Asset Management Fee														
Management Fee														
Total Revenue	1,105,013	1,804,202	1,107,782	1,254,310	5,639,360	1,338,049	22,028,426	2,333,237	24,361,664	99,400	(934,373)	30,504,100	-	30,504,100
Expenses														
Administrative Salaries	152,409	19,433	103,608	183,617	459,067	716,420	401,487	401,487	401,487			1,576,974		1,576,974
Office Expense	32,325	45,268	31,476	25,652	134,721	122,681	89,526	89,526	89,526			346,929		346,929
Other Administrative Expense	5,895	2,252	4,630	1,251	14,028	42,056	13,891	13,891	13,891			69,975		69,975
HQS Inspections	3,257	28,979	8,932	24,725	65,892	12,953	7,545	7,545	7,545			86,391		86,391
Legal Expense	4,910	15,650	8,695	7,620	36,875	3,125	10,000	10,000	10,000			50,000		50,000
Audit Expense						95			95			95		95
Advertising	5,000	5,000	5,000	5,000	20,000	10,000	10,000	10,000	10,000			40,000		40,000
Travel and Training	7,503	13,990	13,287	11,645	46,425		123,719	123,719	123,719					
Bookkeeping Exp	11,520		20,400	17,880	49,800									
Asset Management Fee	64,276	119,848	113,822	99,762	397,708		316,721	316,721	316,721			714,429		714,429
Management Fee Exp	287,094	250,421	309,849	377,152	1,224,517	907,330	-	1,093,050	1,093,050			2,290,524		2,290,524
Total Admin Expenses														
Resident Services														
Resident Services Salaries										64,772		64,772		64,772
Benefits										33,572		33,572		33,572
Total Resident Services										98,344		98,344		98,344
Utility														
Water	23,245	87,326	43,035	31,773	185,380							185,380		185,380
Electric	10,263	95,234	24,975	47,628	178,100							178,100		178,100
Gas	21,380	42,065	38,976	31,081	133,502							133,502		133,502
Total Utility	54,888	224,625	106,987	110,483	496,982							496,982		496,982
Maintenance														
Maintenance Wages	198,064	141,461	118,169	194,557	652,250							652,250		652,250
Maintenance Materials	91,498	115,529	20,872	34,431	262,330							262,330		262,330
Maintenance Contracts	217,527	868,582	270,872	234,431	1,959,464	2,971	149,801	149,801	149,801			2,112,236		2,112,236
Total Maintenance	507,089	1,125,572	409,913	463,419	2,874,044	2,971	149,801	149,801	149,801			3,026,816		3,026,816
Security Contracts/Costs	500	40,908	579	1,955	43,942							43,942		43,942
Insurance Costs	130,244	96,582	145,382	132,956	505,164	83,138	106,377	106,377	106,377			694,678		694,678
Employee Benefits	60,000	5,800	66,000	65,000	196,800	80,702	60,000	60,000	60,000			337,502		337,502
Bad Debt	6,770	17,629	18,206	14,442	57,047							57,047		57,047
Vash Port (HAP) Expense												800,000		800,000
Port out Admin Fee Expense												6,000		6,000

HAP Expense	-	-	-	-	21,984,726	-	21,984,726	-	21,984,726
FSS Expense	-	-	-	-	43,700	-	43,700	1,056	44,756
Other General Expense	-	-	-	-	14,400	-	14,400	-	14,400
Total Other Expense	197,514	160,920	230,166	214,352	22,028,426	977,377	23,000,803	1,056	23,983,052
Net Income Before Depreciation +/-	58,429	42,665	50,867	88,904	-	118,010	118,010	-	608,383
Depreciation	285,100	171,896	116,900	168,300	7,700	15,900	15,900	-	745,836
Net Income After Depreciation +/-	(206,671)	(129,231)	(66,033)	(79,396)	241,808	102,110	102,110	-	(137,453)

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 WAS ALL DONE IN DECEMBER 2023.