

SOUTH BEND HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING

NOVEMBER 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

NOVEMBER 2023

ROLL CALL

MEETING MINUTES

PUBLIC COMMENT

NEW BUSINESS

REPORT FROM PERSONNEL COMMITTEE

RESOLUTION # 23-4410

RESOLUTION # 23-4411

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

October 24th, 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 McNally, Commissioner Daniel.

HASB STAFF:

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

OTHERS:

OLD BUSINESS:

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

Commissioner Luecke	Abstained
Commissioner Chamblee	AYE
Commissioner McNally	AYE
Commissioner Daniel	AYE
Commissioner Calvin	AYE

PUBLIC COMMENTS:

We had two attendees at the October Board meeting, Mr. Rodney Gadson representing the South Bend Tenant Association and Ms. Tiphany Travet. Mr. Gadson asked 1. Does the Housing Authority accounting process actually account for depreciation expense? Over the years some building has been deteriorating, so as a taxpayer I'm concerned if we are planning properly, we would foresee the coming of maintenance of the buildings that are deteriorating should be upkept with regular maintenance and contractor should adhere to the strict standards of those compliances. 2. In housing, I'm starting to recognize, in the Rad plan that was written in 2020 and 2021, there were five properties that was targeted to make sure that they were being

improved: Rabbi Shulman, Monroe Circle, Harbor Homes, Twickenham, South bend avenue and the 501 building. My question is, I have seen improvement in fixing harbor homes, but is it cost efficient to fix it or to demolish it. In your plan it was set up for all the property was supposed to be done by 2025 as the plan dictated so are we going to make the deadline for the plan, 3. I heard and listened about working with the HASB, me and other advocates with me want to do that, we still would like to partner with you in educating some of the tenants we want to cooperate and help. My last one, I don't know how to ask this because I want to ask it right, I still receive tenants from time and there is two sides to every story, you have told me to send people to the appropriate people and I have sent people to the current Executive director but I want to work with this young lady here who is trying to educate people and empower folks to actually raise up. To the section 8 people I'm done talking. There is still come confusion with tenants, there is still not enough housing for the section 8 vouchers that happens, and there definitely in section 8, some of the voucher actually being sent out to go to places of new Carlisle is that the future of the voucher, if that is the case then we are not serving South Bend.

Commissioner Calvin said we will give the acting executive director the appropriate time and his questions will be answered, he had questions at the last meeting and his questions were answered.

Tiphany Travet said thank you allowing me to speak, I have some concerns about procedures and how they will be done. I recently had a briefing and accepted on the section 8 program, and I was concerned along with other people. We came into the briefing and sat for some time just to get the information whereas in the past, this is my second time around, in the past when you are called into a meeting, we were giving the vouchers the same day not having to wait 4 months to see if you are eligible. I thought that the pre application was to see if you are eligible and then when you are brought into the meeting you submit the rest of the information for the household and you were given a voucher. When I got a voucher last year, I was denied section 8 because I could not find a place. Last year landlords were not willing to take section 8 but now they are more willing to take section 8. Since I saw that you were having a board meeting today, I decided to come in to express my concerns. Does it change from one year to the next? Is everything across the board and why do we have to wait 4 months before to see if we are even eligible.

Commission Calvin said you did a very nice job and yours is a procedural question and I appreciate you coming to this board to express that and ask a question. Is someone going to get back to her or meet with her immediately after this. I think it's important that you understand step by step what the process is.

Andy said someone will get back with her.

Lori Wallace said she can set up an appointment.

Commissioner Calvin wanted to thank the public for their comments.

Executive Director Report –
FSS

Katherine went over the report for FSS for the month of September stating there are 63 participants enrolled in the FSS program. 54 in the HCV program, 9 in Public Housing and 32 Participants with escrow accounts, with \$70,618.00 for the total amount in escrow. Larry King was the speaker for the monthly meeting from work one. He provided resources for employment and job training. Any of the interested participants was given a job ready assessment form to complete and return to him and he will follow up with them. FSS added 3 new HCV participants, 2 were terminated, one for unreported income and one for unit abandonment. Also, one public housing person terminated for noncompliance. There was \$1,947.00 escrow rescinded fund. I had a meeting with HUD to set up actions plans to use the money; they do not want money to sit in the rescinded fund.

Commissioner Luecke asked how much money was in the Rescinded fund? Can it be used for a variety of purposes to assist residents in the FSS program?

Katherine said about \$8,000. In January we started keeping it in house before that it was going back to Hud. Correct, it's within our action plan, Dr. Lamberg had put some thing in our basic action plan. So, it will take a little time to figure out what resources we can use it for. As long as you are doing what you are supposed to do on the program then that is a fund that we can look into.

LOW INCOME PUBLIC HOUSING (LIPH)

In Mrs. Mobley absence Andy Delany rendered the LIPH report. The waiting list will be open on November 1st, 2023. In September there were 863 on the waiting list and we are working on 428 vacancies. The work order for September was 242 with 0 emergency work orders. In the month of September, we leased up 1 off the waiting list and transferred 1 and have 15 units ready to lease.

Commissioner Luecke asked since we have 15 units ready to lease and in calling off the wait list, we are not finding families to lease these units, is this what is being said? We are also continuing to refurbish units and how many units a month are we bringing online.

Mr. Delaney said this is one area we are working on. And yes, we are continuing to refurbish units, when Deborah comes back, we can answer the more specific questions.

Commissioner Calvin asked that the response be given to the entire board, so everyone has the same answer.

Commissioner Luecke asked when we open up the list again will the people who are already on the list stay in priority or will it create a whole new list?

Mr. Delaney said those on the list will stay on the list.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

Ms. Wallace stated for August we served 2,297 households. 2,050 under the mainstream program, 84 under VASH, 50 under FSS, 40 Emergency Housing Vouchers, 13 Foster Youth program, no port ins and

31 port outs. At the end of September our wait list is 1449. We had 114 vouchers on the street and 56 requests for tenancy approval and we ended with 13 participants.

Commissioner Chamblee asked what is emergency housing Voucher?

Ms. Wallace said those vouchers were developed to try to stabilize after covid. They are managed by the state, they are the one that allocated the voucher, and those participants can go where they want to. We had 40 to move into our jurisdiction. They are referred by the coordinated entry program. It is essentially a port in but underneath the plan that strongly priorities those that are at risk.

Commissioner Luecke asked under the FSS voucher, is that different from any other voucher?

Ms. Wallace said it is not; they could enter the FSS program after Katherine goes through her plan.

We had 293 inspections. The Highlights for September was we implemented the worker of the Day Calander. HCV Certification training Completed by Voella, income and rent calculation training completed by Kirin. FMR hold harmless resolution and INSPIRE offered a delay until October 2024 which we will accept. For October we are working on updating the administrative plan to incorporate HOTMA provisions to be sent to the Board for review for resolution to accept during the November Board Meeting. Working on the SEMAP auditing and report completion that is due to HUD by 11 29 2023. We have two new employees in the HCV arena.

Commissioner Luecke asked were we able to fine landlord on the no shows for the inspection.

Ms. Wallace said no, what we do is charge a \$50 3rd inspection.

FINANCIAL REPORT

Mr. Delaney went over each AMP, he stated that every program has a positive income. Starting with AMP 1 other tenant income is 125%, office expenses are 125% of budget across the board because of IT equipment and scanners. Audit fees is 138% of budget because audit fees have increased. Asset management expense 162% of budget because we budgeted too much for Monroe circle. The water and sewer expense is down because we are not paying for Monroe circle. Amp 2 other income is 73% of the budget, operating subsidy is 145% of the budget. Administration salaries are 46% of the budget. Amp 3, other income is 444% of the budget rental income is 131% of the budget, tenants are paying more rent. Office expenses are 158% of the budget. Legal expenses are 852% of the budget we had more court expenses and more court dates. Amp 4, other tenant income is 173% of the budget because we bill tenant for more repairs. Other admin expenses are 289% of the budget. Maintenance wages 252% of the budget because we shifted the importance to amp 4. COCC capital fund management is 200% we drew down all of the money that we could draw. Office expenses are the same because of IT improvement and scanners. Legal expenses are higher because we have more evictions. HCV ADMIN Fraud income is 148% of the budget because the client is repaying off repayment agreements. FSS grants, Grant income is 79% of the budget because FSS grant is on a calendar year and not a fiscal year.

Commissioner Luecke asked what is considered the fiscal year and how did we do?

Mr. Delaney said September 30, we did good. Everything is a positive income.

Commissioner Calvin said that she was a little worried but that is why she applauded when he mentioned it.

Commissioner Luecke asked Lori when she gets the response from the HUD audit can she share it with the board.

Ms. Wallace said Andy will do it

Mr. Delaney said about half of the audit we disagree with.

Commissioner Chamblee asked when we were talking about maintenance expenses, and we focused on two Amps and the other one was legal expenses. The other one had to do with the increase in technology and we spend a lot of money above the budgeted amount for technology and evictions, are we expecting that that amount can be lowered. I guess I am asking do we think we are caught up on that technology so it can be budgeted less.

Mr. Delaney said we didn't really budget for IT scanner, but I think so, but there always be improvements.

Commissioner Chamblee said a lot of the maintenance expenses wages were less than material and I think it was listed as maintenance contract, was that with outside contractors.

Mr. Delaney said yes.

Commissioner Chamblee asked that the legal expense with the eviction being higher than expected because the pandemic freeze or pause has been lifted and we are now trying to catch up with people who haven't caught up with their fees.

Mr. Delaney said yes.

Commissioner Calvin said she was surprised that it has not significantly gone up. We still have our tech person - yes.

Commissioner Luecke asked the purchased of all the scanners and the attempt to go paperless, it seems like we tried it before and when they come in they want all of it on paper

Ms. Wallace said we are transitioning all of our tenants' files to be electronic. We are about halfway done, we started April last year. The process should allow us to speed up.

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.

Hartland environment has removed the two underground tanks from rabbi Shulman. The fencing has been removed. Maintenance will be looking into getting chains to blockage the openings. They will also be putting up no trespassing signs up. This should be done in November.

Pamela said the next meeting will be November 28th, 2023.

Resolution No. 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.

WHEREAS, the Department of Housing and Urban Development requires the submission of the Section Eight Management Assessment Program (SEMAP) certification within 60-days of the close of the fiscal year, and;

WHEREAS, the Housing Authority of the City of South Bend operates a Housing Choice Voucher Program; and,

WHEREAS, the Housing Authority of the City of South Bend has completed the internal review process necessary to quantify the data required by HUD;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of South Bend, Indiana to authorize the Executive Director to submit the Housing Choice Voucher Program SEMAP Certification.

THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND,
INDIANA BOARD OF COMMISSIONERS

BY: _____

Virginia Calvin, Chairman

BY: _____

Andy Delaney, Interim Executive Director

DATE APPROVED: _____

RESOLUTION NO. 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**

WHEREAS, the Housing Authority of the City of South Bend, Indiana (hereinafter, "the Authority") is a public housing agency, duly organized under the laws and regulations of the City of South Bend, State of Indiana, and United States of America; and

WHEREAS, pursuant to Ind. Code § 36-7-18-14, the Authority has all powers necessary and/or convenient for the carrying out of its purposes under Indiana law; and

WHEREAS, pursuant to Ind. Code § 36-7-18-15, those powers include the ability to make contracts and other instruments necessary and/or convenient for the exercise of its powers; and

WHEREAS, pursuant to the Bylaws of the Board of Commissioners of the Housing Authority of the City of South Bend, Indiana (hereinafter, "the Board"), the Executive Director serves at the pleasure of the Board of Commissioners to manage and direct the day-to-day operations of the Authority; and

WHEREAS, the Board now desires to appoint Marsha J. Parham-Green as Executive Director of the Authority, passing full authority, rights, and privileges to Marsha J. Parham-Green by and through all statutory authority by which the Board may delegate powers and duties to its agents and employees, pursuant to Ind. Code § 36-7-18-10; and

WHEREAS, a contractual agreement intended to formalize, effectuate, and memorialize the appointment contemplated herein, along with all terms and conditions pertinent to the same, has been reviewed by both the Board and the incoming Executive Director, and is attached hereto as Exhibit "1";

*******REMAINDER OF PAGE INTENTIONALLY LEFT BLANK*******

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF SOUTH BEND, INDIANA, THAT:

1. The Board hereby appoints Marsha J. Parham-Green to function as Executive Director of the Authority.
2. The contract to employ Marsha J. Parham-Green as Executive Director of the Authority is hereby APPROVED, in a form substantially similar to that attached hereto as Exhibit "1".
3. This Resolution shall be in full force and effect from the date of its adoption and shall be filed in the permanent records of the Housing Authority of the City of South Bend, Indiana.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of South Bend, Indiana, on the ____ day of November 2023.

Virginia Calvin, BOARD CHAIR

ATTEST:

Andy Delaney,
Interim Executive Director

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					
December 2023					

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

Board Report November 2023

- 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 attended FSS Office Hours: October 2023 (HUD update).
- FSS added (1) new HCV participant.

LOW INCOME PUBLIC HOUSING (LIPH)

	Aug 2023	Sept 2023	Oct 2023
Waiting List	1053	863	767
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	
2	Harbor Homes	54	35	19	
	Rabbi Shulman/628	127	0	127	0 Section 18 Application
	West Scott /501 Quads	127 52	66 48	61 4	
3	South Bend Avenue	20	17	3	2 units office
	Edison Gardens	19	16	3	
4	Twyckenham	18	13	5	
	Scattered Sites 09	47	31	16	0
	Scattered Sites 10	66	39	27	0
	LaSalle Landing	24	19	5	0
4	Scattered Sites 12	44	23	21	0
	Scattered Sites 17	50	31	19	0
	Scattered Sites 18	31	14	17	0
TOTAL		813 594	375	438-92-127=219	

Property	Emergency			Routine		
	September	October	November	September	October	November
Monroe Circle Plaza Apts.						
Laurel Court	0	0		16	6	
Lasalle Landing	0	0		10	13	
South Bend Avenue	0	0		6	10	
Westcott Apts.	0	0		25	11	
Harbor Homes	0	0		23	31	
Scattered Sites (IN15-09)	0	0		17	16	
Scattered Duplexes (10)	0	0		53	23	
Edison Gardens	0	0		8	7	
Twyckenham	0	0		5	7	
Scattered Sites (IN15-12)	0	0		31	18	
Acquisition Scattered Sites (IN15-17)	0	0		32	25	
Scattered Sites (IN15-18)	0	0		13	4	
Non-Tenant work orders	0	0		3	3	
Totals	0	0		242	174	

	OCTOBER CHARGED	2023 PAID
Laurel Court	\$ 3,312.00	\$ 2,349.00
LaSalle Landing	\$ 6,145.00	\$ 6,280.00
South Bend Avenue	\$ 8,302.00	\$ 8,106.00
Westcott	\$ 34,031.62	\$ 31,394.45
Harbor Homes	\$ 6,170.00	\$ 6,172.00
Scattered Sites (15-09)	\$ 11,144.72	\$ 11,039.00
Scattered Sites (15-10)	\$ 9,579.66	\$ 9,572.00
Edison	\$ 4,485.00	\$ 4,584.92
Twyckenham	\$ 3,644.00	\$ 4,136.00
Scattered (15-12)	\$ 3,644.00	\$ 3,390.00
Scattered (15-17)	\$ 13,785.62	\$ 13,607.00
Scattered (15-18)	\$ 2,823.00	\$ 1,951.00
Total	\$ 107,066.62	\$ 100,232.37

In the month of October, we leased up (9) off the waiting list. Transfers (2)

Closed intake file for no response or request to be removed (96)

Units ready to lease (14)

Issues

Calling not getting any response

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

Housing Choice Voucher Program (HCVP)

October 2023

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

HCVP Process Summary											
	January	February	March	April	May	June	July	August	Sept	Oct	
Vouchers Issued (On the Street)	173	207	224	163	96	84	106	117	114	106	
Request for Tenancy Approval (RFTA) Processed	87	63	118	93	53	67	56	64	56	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	
Interim Changes	55	76	76	104	168	132	132	128	117	116	
Annual Reexaminations	128	130	136	108	93	106	115	122	135	176	
End of Participation	16	15	33	31	38	24	16	34	13	21	

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

HCVP Highlights for October:

- Occupancy Training (Tiffany Murphy)
- Meeting with St Joe County PACE to discuss ways to partner with PH & HCV
- Three new staff members – Tasha Thompson (Intake Specialist) & Shakesha Broadnax (HCV Specialist) & Patricia Newsome (HCV Specialist)
- Special Guest from the NNN / Lead Affinity Group presented to our Housing Provider Briefing on lead risks and mitigation
- HUD Compliance Audit response
- FYI MOU Renewal
- SEMAP Audits and Preparation

HCVP Upcoming for November:

- Submission of SEMAP to HUD
- Waiting List Training (Tasha Thompson)
- City Audit of CDBG funds for Homelessness Initiative
- PIC Error Training (Linda Brownlee)
- Admin Plan HOTMA Revisions
- Thanksgiving!

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	\$2,295,062.00	\$545,592.00	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 01/24
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	\$6,258,732.00	\$4,428,771.00	



October 2023, Financial Report
For the November 21, 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

		31%		37%		68%		58%
UML	Amp 1	58	Amp 2	114	Amp 3	116	Amp 4	87
ACC units		188		306		170		149
	10.31.23 fye	AMP 1	10.31.23 fye	AMP 2	10.31.23 fye	AMP 3	10.31.23 fye	AMP 4
Description	ytd actuals	PUM	ytd actuals	PUM	ytd actuals	PUM	ytd actuals	PUM
Revenue								
Rental Income	11,916	20.55	34,161	29.97	39,336	33.91	29,424	33.82
Other Tenant Income	430	0.74	585	0.51	1,140	0.98	1,120	1.29
Other Income	-	-	-	-	-	-	-	-
Fraud Income	-	-	-	-	-	-	-	-
Grant Income	-	-	-	-	-	-	-	-
Operating Subsidy	70,182	121.00	183,944	161.35	53,653	46.25	49,229	56.59
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	82,528	142.29	218,690	191.83	94,129	81.15	79,773	91.69
Expenses								
Administrative Salaries	5,689	9.81	731	0.64	4,485	3.87	4,354	5.02
Office Expense	2,612	4.50	3,908	3.18	3,535	3.05	2,675	3.07
Other Administrative Expense	-	-	-	-	-	-	-	-
Legal Expense	-	-	-	-	-	-	-	-
Audit Expense	409	0.75	1,304	1.14	725	0.62	635	0.73
Advertising	-	-	-	-	-	-	-	-
Travel and Training	-	-	-	-	-	-	-	-
Bookkeeping Exp	436	0.75	849	0.74	836	0.72	660	0.76
Asset Management Expense	960	1.66	-	-	1,650	1.42	1,450	1.67
Management Fee Exp	3,814	6.58	7,434	6.52	7,318	6.31	5,781	6.64
Total Admin Expenses	13,919	24.00	16,226	14.23	18,549	15.99	15,564	17.89
Resident Services								
Resident Services Salaries	-	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-	-
Total Resident Services								
Utility								
Water	2,656	4.58	7,088	6.22	5,169	4.46	2,707	3.11
Electric	1,006	1.74	6,806	5.97	2,091	1.80	4,460	5.13
Gas	563	0.97	704	0.62	903	0.78	1,425	1.64
Total Utility	4,226	7.29	14,597	12.80	8,164	7.04	8,592	9.88
Maintenance								
Maintenance Wages	4,037	6.96	3,902	3.42	5,222	4.50	5,522	6.35
Maintenance Materials	570	0.98	396	0.35	811	0.70	270	0.31
Maintenance Contracts	3,519	6.07	12,189	10.69	7,986	6.88	4,914	5.65
Total Maintenance	8,125	14.01	16,486	14.46	14,019	12.09	10,706	12.31
Security Contracts/Costs	-	-	3,498	3.07	-	-	195	0.22
Insurance Costs	13,776	23.75	10,322	9.05	14,003	12.07	12,313	14.15
Employee Benefits	9,995	17.23	12,050	10.57	6,858	5.91	11,672	13.42
Bad Debt	-	-	-	-	-	-	-	-
Vash Port (HAP) Expense	-	-	-	-	-	-	-	-
HAP Expense	-	-	-	-	-	-	-	-
FSS Expense	-	-	-	-	-	-	-	-
Other General Expense	-	-	-	-	-	-	-	-
Total Other Expense	23,771	40.98	25,871	22.69	20,861	17.98	24,180	27.79
Net Income Before Depreciation +/-	32,487	56.01	145,509	127.64	32,536	28.05	20,730	23.83
Depreciation	22,092	38.09	14,328	12.57	9,742	8.40	14,025	16.12
Net Income After Depreciation +/-	10,395	17.92	131,181	115.07	22,795	19.65	6,705	7.71
Total Expense	72,133		87,508		71,335		73,067	

South Bend LIPH
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AMP 1

UML
 ACC units

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	135,401	11,916	18,628	11,283	105%
Other Tenant Income	19,339	430	235	1,612	27%
Other Income	2,588		1,542	216	0%
Fraud Income					
Grant Income					
Operating Subsidy	855,908	70,182	80,557	71,326	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			7,648	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,105,014	82,528	100,962	92,085	90%
Expenses					
Administrative Salaries	152,409	5,889	7,375	12,701	45%
Office Expense	32,325	2,612	2,844	2,694	97%
Other Administrative Expense	5,895		73	491	0%
Legal Expense	3,257			271	0%
Audit Expense	4,910	409	568	409	100%
Advertising					
Travel and Training	5,000			417	0%
Bookkeeping Exp	7,503	436	733	625	70%
Asset Management Expense	11,520	960	1,880	960	100%
Management Fee Exp	64,276	3,814	6,281	5,356	71%
Total Admin Expenses	287,095	13,919	19,754	23,925	58%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	23,245	2,656	62	1,937	137%
Electric	10,263	1,006	217	855	118%
Gas	21,380	563		1,782	32%
Total Utility	54,888	4,226	279	4,574	92%
Maintenance					
Maintenance Wages	198,064	4,037	8,872	16,505	24%
Maintenance Materials	91,498	570	5,205	7,625	7%
Maintenance Contracts	217,527	3,519	7,636	18,127	19%
Total Maintenance	507,089	8,125	21,713	42,257	19%
Security Contracts/Costs	500			42	
Insurance Costs	130,244	13,776	17,480	10,854	127%
Employee Benefits	60,000	9,995	7,851	5,000	200%
Bad Debt	6,770			564	0%
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	197,514	23,771	25,331	16,460	144%
Net Income Before Depreciation +/-	58,427	32,487	33,885	4,869	667%
Depreciation	265,100	22,092	22,092	22,092	100%
Net Income After Depreciation +/-	(206,673)	10,395	11,793	(17,223)	-60%

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

AMP 2

UML
 ACC units

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	352,577	34,161	28,541	29,381	116%
Other Tenant Income	15,208	585	1,009	1,267	46%
Other Income	2,137		1,959	178	0%
Fraud Income					
Grant Income					
Operating Subsidy	1,363,151	183,944	76,167	113,596	162%
HAP Subsidy					
Admin Fee Income					
Port VASH (HAP)					
Port VASH (Admin Fee)					
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)	71,129			5,927	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,804,202	218,690	107,676	150,350	145%
Expenses					
Administrative Salaries	19,433	731	7,350	1,619	45%
Office Expense	45,268	5,908	2,334	3,772	157%
Other Administrative Expense	2,252	-	501	188	0%
Legal Expense	28,979	-	-	2,415	0%
Audit Expense	15,650	1,304	954	1,304	100%
Advertising	-	-	-	-	-
Travel and Training	5,000	-	-	417	-
Bookkeeping Exp	13,990	849	985	1,166	73%
Asset Management Expense	-	-	-	-	0%
Management Fee Exp	119,848	7,434	8,439	9,987	74%
Total Admin Expenses	250,420	16,226	20,563	20,868	78%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	87,326	7,088	-	7,277	97%
Electric	95,234	6,806	226	7,936	86%
Gas	42,065	704	-	3,505	20%
Total Utility	224,625	14,597	226	18,719	78%
Maintenance					
Maintenance Wages	141,461	3,902	7,656	11,788	33%
Maintenance Materials	115,529	396	8,082	9,627	4%
Maintenance Contracts	868,582	12,189	17,841	72,382	17%
Total Maintenance	1,125,572	16,486	33,579	93,798	18%
Security Contracts/Costs	40,908	3,498	-	3,409	0%
Insurance Costs	96,582	10,322	20,770	8,049	128%
Employee Benefits	5,800	12,050	9,205	483	2493%
Bad Debt	17,629	-	-	1,469	0%
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	160,919	25,871	29,975	13,410	193%
Net Income Before Depreciation +/-	42,666	145,509	23,333	3,555	4093%
Depreciation	171,936	14,328	14,328	14,328	100%
Net Income After Depreciation +/-	(129,270)	131,181	9,005	(10,773)	-1218%

South Bend LPH
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 October 1, 2023-September 30, 2024

AMP 3

UML
 ACC units

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	364,117	39,336	17,172	30,343	130%
Other Tenant Income	22,443	1,140	1,879	1,870	61%
Other Income	4,364	-	3,951	364	0%
Fraud Income					
Grant Income					
Operating Subsidy	654,335	53,653	54,081	54,528	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			5,210	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,107,783	94,129	77,083	92,315	102%
Expenses					
Administrative Salaries	103,608	4,485	2,367	8,634	52%
Office Expense	31,476	3,535	958	2,623	135%
Other Administrative Expense	4,630	-	41	386	0%
Legal Expense	8,932	-	125	744	0%
Audit Expense	8,695	725	498	725	100%
Advertising	-	-	-	-	0%
Travel and Training	5,000	-	-	417	0%
Bookkeeping Exp	13,287	836	765	1,107	75%
Asset Management Expense	20,400	1,650	1,650	1,700	97%
Management Fee Exp	113,822	7,318	6,557	9,485	77%
Total Admin Expenses	309,850	18,549	17,961	25,821	72%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	43,035	5,169	100	3,586	144%
Electric	24,975	2,091	199	2,081	100%
Gas	38,976	903	212	3,248	28%
Total Utility	106,986	8,164	511	8,916	92%
Maintenance					
Maintenance Wages	118,169	5,222	14,935	9,847	53%
Maintenance Materials	20,872	811	(4,526)	1,739	47%
Maintenance Contracts	270,872	7,986	4,577	22,573	35%
Total Maintenance	409,913	14,019	14,986	34,159	41%
Security Contracts/Costs	579	-	-	48	0%
Insurance Costs	145,382	14,003	12,333	12,115	116%
Employee Benefits	66,000	6,858	10,959	5,500	125%
Bad Debt	18,206	-	-	1,517	0%
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	230,167	20,861	23,292	19,181	109%
Net Income Before Depreciation +/-	50,867	32,536	20,333	4,239	768%
Depreciation	116,900	9,742	9,742	9,742	100%
Net Income After Depreciation +/-	(66,033)	22,795	10,591	(5,503)	-414%

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

AMP 4

UML
 ACC units

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income	288,850	29,424	11,147	24,071	122%
Other Tenant Income	20,945	1,120	680	1,745	64%
Other Income	1,690	-	1,549	141	0%
Fraud Income					
Grant Income					
Operating Subsidy	600,377	49,229	48,134	50,031	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			28,537	0%
Bookkeeping Fee					
Management Fee					
Total Revenue	1,254,310	79,773	61,510	104,526	76%
Expenses					
Administrative Salaries	183,617	4,364	7,248	15,301	29%
Office Expense	25,652	2,675	585	2,138	125%
Other Administrative Expense	1,251	-	8	104	0%
Legal Expense	24,725	-	250	2,060	0%
Audit Expense	7,620	635	438	635	100%
Advertising	-				
Travel and Training	5,000			417	
Bookkeeping Exp	11,645	660	751	970	68%
Asset Management Expense	17,880	1,450	1,460	1,490	97%
Management Fee Exp	99,762	5,781	6,438	8,314	70%
Total Admin Expenses	377,152	15,564	17,178	31,429	50%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water	31,773	2,707	1,367	2,648	102%
Electric	47,628	4,460	2,773	3,969	112%
Gas	31,081	1,425	60	2,590	55%
Total Utility	110,482	8,592	4,200	9,207	93%
Maintenance					
Maintenance Wages	194,557	5,522	15,666	16,213	34%
Maintenance Materials	34,431	270	1,012	2,869	9%
Maintenance Contracts	234,431	4,914	4,199	19,536	25%
Total Maintenance	463,419	10,706	20,877	38,618	28%
Security Contracts/Costs	1,955	195		163	0%
Insurance Costs	132,956	12,313	13,447	11,080	111%
Employee Benefits	65,000	11,672	5,485	5,417	215%
Bad Debt	14,442			1,204	0%
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense	214,353	24,180	18,932	17,863	135%
Net Income Before Depreciation +/-	88,904	20,730	323	7,409	280%
Depreciation	168,300	14,025	14,025	14,025	100%
Net Income After Depreciation +/-	(79,396)	6,705	(13,702)	(6,616)	-101%

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

SHORTFALL FUNDING
 AMP 3

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	368,052	-	114,522	30,671	0%
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	368,052	-	114,522	30,671	0%
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	368,052	-	114,762	30,671	0%
Total Maintenance	368,052	-	114,762	306,710	0%
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 +/-	-	-	(240)	(276,039)	0%
Depreciation					
Net Income After Depreciation +/-	-	-	(240)	(276,039)	0%

South Bend COCC
FY 2024

October 1, 2023-September 30, 2024

COCC

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income	119,737	1,439	4,521	9,978	14%
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			23,662	0%
Capital Fund Ops Transfer (1406)					
Asset Management Fee	170,144	4,060	4,990	14,179	0%
Bookkeeping Fee	49,800	18,936	18,460	4,150	456%
Management Fee	714,429	50,194	52,075	59,536	84%
Total Revenue	1,338,050	74,629	80,046	111,504	67%
Expenses					
Administrative Salaries	716,420	18,586	56,467	59,702	31%
Office Expense	122,681	3,620	3,707	10,223	35%
Other Administrative Expense	42,056	1,527	(13)	3,505	44%
Legal Expense	12,953			1,079	0%
Audit Expense	3,125	260	208	260	100%
Advertising	95			8	0%
Travel and Training	10,000			833	0%
Bookkeeping Exp					
Management Fee Exp					
Total Admin Expenses	907,330	23,994	60,369	75,611	32%
Resident Services					
Resident Services Salaries					
Benefits					
Other Resident Services		63	11,208		#DIV/0!
Total Resident Services		63	11,208		#DIV/0!
Utility					
Water					
Electric					
Gas					
Total Utility					
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts	2,971			248	0%
Total Maintenance	2,971			248	0%
Security Contracts/Costs					
Insurance Costs	83,138	10,115	21,009	6,928	146%
Employee Benefits	80,702	7,744	18,893	6,725	115%
Bad Debt					
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense	14,400	1,200	1,200	1,200	100%
Total Other Expense	178,240	19,060	41,102	14,853	128%
Net Income Before Depreciation +/-	249,509	31,512	(32,633)	20,792	152%
Depreciation	7,700	642	642	642	100%
Net Income After Depreciation +/-	241,809	30,870	(33,275)	20,151	153%

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

GRANTS (FSS)

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income					
Fraud Income					
Grant Income	99,400	2,954	8,472	8,283	36%
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	2,954	8,472	8,283	36%
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	2,424	4,823	5,398	45%
Benefits	34,628	530	3,648	2,885	18%
Total Resident Services	99,400	2,954	8,471	8,283	36%
Utility					
Water					
Electric					
Gas					
Total Utility					
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts					
Total Maintenance					
Other Expense					
Security Contracts/Costs					
Insurance Costs					
Employee Benefits					
Bad Debt					
Vash Port (HAP) Expense					
HAP Expense					
FSS Expense					
Other General Expense					
Total Other Expense					
Net Income Before Depreciation +/-		(0)			
Depreciation					
Net Income After Depreciation +/-		(0)			

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

HCVP ADMIN

Description	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental Income					
Other Tenant Income					
Other Income(Forfeitures)		1,400	9,698		0%
Fraud Income	28,426	1,128	4,971	2,368	48%
Grant Income					
Operating Subsidy					
HAP Subsidy					
Admin Fee Income	1,450,000	110,899	112,181	120,833	92%
Port VASH (HAP)	800,000	86,893	60,547	66,667	130%
Port VASH (Admin Fee)	54,811	5,951	4,480	4,568	130%
Capital Fund Management Fee (1410)					
Capital Fund Ops Transfer (1406)					
Bookkeeping Fee					
Management Fee					
Total Revenue	2,333,237	206,270	191,877	194,436	106%
Expenses					
Administrative Salaries	401,487	12,662	33,716	33,457	38%
Office Expense	89,526	17,289	1,837	7,461	232%
Other Administrative Expense	13,891		21	1,158	0%
Legal Expense	7,545	-		629	0%
Audit Expense	10,000	833	667	833	100%
Advertising					
HCV Inspections	120,161	4,275	5,541	10,013	42%
Travel and Training	10,000			833	0%
Bookkeeping Exp	123,719	16,155	15,225	10,310	157%
Management Fee Exp	316,721	25,848	24,360	26,393	98%
Total Admin Expenses	1,093,050	77,013	81,367	91,088	85%
Resident Services					
Resident Services Salaries					
Benefits					
Total Resident Services					
Utility					
Water					
Electric					
Gas					
Total Utility					
Maintenance					
Maintenance Wages					
Maintenance Materials					
Maintenance Contracts	149,801				
Total Maintenance	149,801				
Security Contracts/Costs					
Insurance Costs	106,377	12,028	23,342	8,865	136%
Employee Benefits	60,000	15,087	15,282	5,000	302%
Bad Debt					
Vash Port (HAP) Expense	800,000	86,893	60,547	66,667	130%
HAP Expense					
FSS Expense					
Port Out Admin fee Expense	6,000		332	500	
Other General Expense					
Total Other Expense	972,377	114,007	99,503	81,031	141%
Net Income Before Depreciation +/-)	118,009	15,250	11,007	22,318	68%
Depreciation	15,900	1,325	1,325	1,325	100%
Net Income After Depreciation +/-)	102,109	13,925	9,682	20,993	66%

South Bend HCVP
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Description	HCVP HAP				
	FYE 24 Budget	10.31.23 fye ytd actuals	10.31.22 fye ytd actuals	10.31.23 fye ytd budget	% of Budget
Revenue					
Rental income					
Other Tenant Income					
Other Income(Forfeitures)					0%
Fraud Income	28,426	2,040	6,339	2,369	86%
Grant Income					
Operating Subsidy					
HAP Subsidy	22,000,000	1,770,350	1,354,909	1,833,333	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	1,772,390	1,361,248	1,835,702	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	1,737,396	1,359,237	1,832,061	95%
FSS Expense	43,700	4,413	2,053	3,642	121%
Port Out Admin fee Expense					
Other General Expense					
Total Other Expense	22,028,426	1,741,809	1,361,290	1,835,702	95%
Net Income Before Depreciation +/-	-	30,580	(42)	(0)	
Depreciation					
Net Income After Depreciation +/-	-	30,580	(42)	(0)	

capital balances at month end

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

21,984,726
44,756
14,400
23,983,052
608,383
745,836
(137,453)

21,984,726	21,984,726	21,984,726	21,984,726	21,984,726	21,984,726	21,984,726
48,700	48,700	48,700	48,700	48,700	48,700	48,700
14,400	14,400	14,400	14,400	14,400	14,400	14,400
23,028,426	23,028,426	23,028,426	23,028,426	23,028,426	23,028,426	23,028,426
118,010	118,010	118,010	118,010	118,010	118,010	118,010
15,900	15,900	15,900	15,900	15,900	15,900	15,900
102,110	102,110	102,110	102,110	102,110	102,110	102,110

HAR Expense
FSS Expense
Other General Expense
Total Other Expense
Net Income Before Depreciation +/-
Depreciation
Net Income After Depreciation +/-

197,514
160,920
42,665
171,936
(206,671)

230,166
50,867
116,900
(66,033)

214,352
88,904
168,300
(79,396)

802,952
240,864
722,236
(481,372)

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. AS OF THIS MEETING THIS IS STILL IN PROCESS.