

HOUSING AUTHORITY OF THE CITY OF SOUTH BEND

BOARD OF COMMISSIONERS MEETING

OCTOBER 2024

Transforming Communities



HASB MISSION

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



**BOARD OF COMMISSIONERS MEETING
OCTOBER 2024**

AGENDA

- I. ROLL CALL**
- II. MAY MEETING MINUTES APPROVAL**
- III. NEW/OLD BUSINESS**
 - a. South Bend Heritage Proposal
- IV. AGENCY REPORTS**
 - a. PUBLIC HOUSING
 - b. HOUSING CHOICE VOUCHER
 - c. FAMILY SELF SUFFICIENCY
 - d. FINANCE
 - e. EXEC. DIR. GENERAL AGENCY OPERATIONS
- V. PUBLIC COMMENT(S) – 3 minute maximum**
- VI. BOARD OF COMMISSIONERS COMMENT(S)**
- VII. BOARD CHAIR CLOSING REMARKS**
- VIII. ADJOURNMENT**



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

REGULAR BOARD MEETING MINUTES

*501 Alonzo Watson Drive South Bend In 46601
September 24th, 2024 @ 9 a.m.*

<https://us04web.zoom.us/j/4039499191?pwd=Nkt2KzNPOFJXNEVtQnRXUTdDSFhoQT09>

Meeting ID: 403 949 9191 Passcode: ZttFy3

CALL TO ORDER:

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

ROLL CALL:

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

HASB STAFF:

Lori Wallace; Director of HCV (Housing Choice Voucher), Brian Hueni; CFO, Mansel Carter; Director of Property Management, Princess Thomas, Executive Assistant to Executive Director/Board Secretary, Diona Jones; Resident Service Coordinator.

Absent: Marsha Parham-Green; Executive Director,

OTHERS:

Attorney J. Harris

Public:

Sara Schafer; The City of South Bend

Marco Mariani; South Bend Heritage

Rodney Gadson; The South Bend Tenant Association

NEW BUSINESS:

- a. South Bend Heritage NNRO partnership

Vote to Approve August Board Minutes

Commissioner Luecke **AYE**
Commissioner Chamblee **Abstain**
Commissioner Daniel **AYE**
Commissioner McNally
Commissioner Calvin **AYE**

NNRO Presentation

Marco Mariani, South Bend Heritage stated the mission of NNRO is to facilitate the revitalization efforts and continue to foster diversity within the Northeast Neighborhood – its residents, businesses, and stakeholders – into a safe, vital, cohesive community that preserves its assets and respects the needs of all who reside, work and visit within its boundaries.

Since 2000, the Northeast Neighborhood Revitalization Organization (NNRO) has been a catalyst in the transformation of the Northeast Neighborhood. In the past decade, the Northeast Neighborhood has seen intensive revitalization, with population growth and owner-occupied housing. The NNRO has helped stabilize critical sections of the neighborhood for residential and commercial investment.

NNRO aims to partner with the City and the Housing Authority of South Bend to build 2-3 story homes, allowing participants to have ownership.

Executive Director Report:

Lori Wallace, reported on behalf of Marsha Parham-Green, Executive Director, the agency has one (1) open position- Maintenance Technician. Positions(s) have been posted externally and internally.

RFQ for the Development of Rhabbi Shulman was released on August 22, 2024. HASB, Community Foundation, and the City of South Bend representatives have agreed on the document, with the assistance of CVR. The request includes 30% Project Based Vouchers, 40% Low-Income Housing Tax Credits (LITHC), and 30% Market Rate units. The unit mix (unit sizes) are still under review pending responses from responding developers. Total units for families under 60% of AMI will be 145.

She also stated the sign design is still pending. Awaiting renderings from the sign companies. The Board of Commissioners will have the opportunity to review before agreement confirmation.

Still Pending – Seeking other vendors currently

Marsha stated the Resident Community Room located in the 501 Building will be reopened on September 2, 2024. The Four Winds will temporarily use some of our land for equipment storage. In exchange, we will receive a \$20,000 payment, which will be allocated toward development and employment initiatives.

Family Self Sufficiency (FSS)

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.

54 participants enrolled in the FSS Program, 49 are HCV Program participants; and 38 participants with Escrow accounts, with a total of \$121,130.01 in escrow accounts.

Two participants have successfully graduated from the FSS Program and are planning to attend their graduation ceremony. Additionally, we will be adding five new participants to the program. These new participants will be organized into groups, or "pods," and will attend together.

LOW-INCOME PUBLIC HOUSING (LIPH)

Mansel Carter, Director of Public Housing stated the waiting list as of July 2024 is 1,025; There are 581 units online. 398 units were occupied and 180 were vacant.

Mansel outlined a three-part plan to address the technical work needed in the Westcott Apartments. This plan involves extracting tenants for 6-7 hours to allow technical experts to access the floors and install valves. During this time, occupied units will not have water while the broken pipes are being repaired. Once the work is completed, we will be able to reopen the wing, which will bring 30-35 additional units online.

We continue to collaborate with the South Bend Police Department to enhance safety and security in the neighborhood. Additionally, we plan to install more cameras around the campus.

HOUSING CHOICE VOUCHER PROGRAM (HCVP)

Tiffany Murphy, HCV Deputy Director reviewed calendar year expenditures versus budget authority. To date, the HCV Program has spent \$7,240,822 of the \$22,000,000 allocated. The HCV Program spent \$1,822,537 on HAP (Housing Assistance Payment) expenses. The program is allocated 2,340 vouchers and 2,183 were leased. The Average Per Unit Cost was slightly below budget.

Tiffany reviewed the portfolio, showing 94% utilization in the HCV program and 100% utilization in the FYI program.

The HCV waiting list has not moved as we are working through the backlog of files for applicants who have already attended orientation briefings.

Finance

Brian Hueni, CFO stated that year-to-date rent income through August for all four AMPs is \$34,000 higher than last year and \$193,000 more than the budget. This indicates that our rent rates are higher than anticipated, especially given that our occupancy is running so low.

HAP revenue has an additional \$392,562 for the VASH program, which starts on September 1st. This is currently reflected as net income since there are no expenses for HAP VASH at this time.

Expenses are holding steady or lower than the budget for the year. The exception is the CCOC expenses, which are 7% higher than the budget.

Net income is up in all categories except for CCOC. This trend is expected to continue through September.

We received a demand letter for payment to HUD for \$491,266. These amounts were agreed to start payment in 2060 and 2094.

Public Comments

Rodney Gadson:

1. What are we doing with 5 apartment complexes with code enforcement violations?
2. What updates have been made to the Board approved RAD Plan?
3. Since the township won the lawsuit against Cedar Glen, why is the Housing Authority not suing on behalf of the HCV residents?
4. 95 properties are scattered sites, can land trusts be given to a non-profit?
5. For public housing, has the 68% occupancy rate gone up?
6. With winter coming, what are you doing to ensure you are 100% prepared?
7. For Rabbi Schulman, can you quantify the plan to get an idea of when groundbreaking will occur?

This concludes the board meeting. Thank you all for your participation and valuable input.

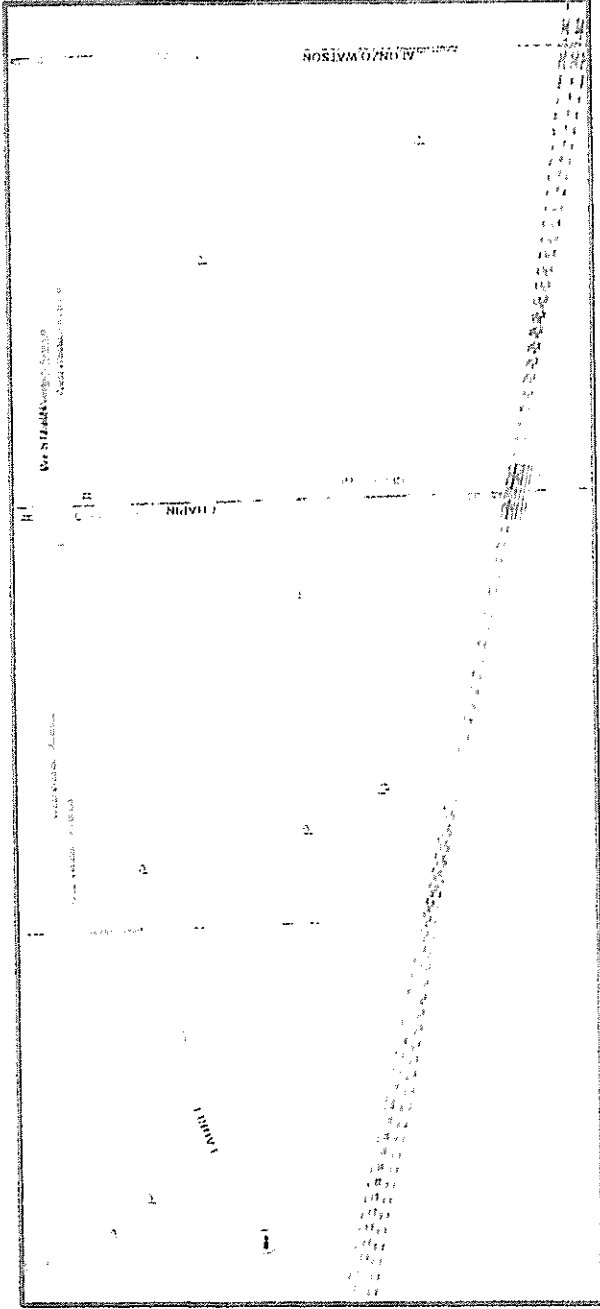


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Waiting List		282				
Bdr 1-5						
Occupancy Rate		70%				
Rent Collection TAR						
Vacated Accounts						
Unit Turnaround Time						
						Units Under
						vacancy reduction
						Program with a
AMP			Units	Units		Contractor
		Total Units	Occupied	Vacant		
1	Monroe Circle	N/A	N/A	N/A		
	Laurel Court	42	27	15		64.29%
	Harbor Homes	52	36	15	(2) rental office	69.23%
						1 community room
2	Rabbi Shulman/628	N/A	N/A	N/A		
	West Scott/501	127	66	61		51.97%
	Quads	52	46	6		88.46%
3	South Bend Ave	20	17	1	(2) rental office	85.00%
	Edison Gardens	20	17	2	(1)community room	85%
	Twyckenham Dr	18	13	5		72.22%
	Scattered Sites 09	46	36	3	7	78.26%
4	Scattered Sites 10	62	47	0	15	75.81%
	LaSalle Landing	24	21	3		87.50%
	Scattered Sites 12	40	31	9		77.50%
	Scattered Sites 17	55	39	16		70.91%
	Scattered Sites 18	27	15	12		55.56%
TOTAL		585	411	148	29	70.26%

SBHA - Quads / Westscott / Laurel Court

INCIDENTS	
<input type="checkbox"/>	AGG ASSAULT
<input type="checkbox"/>	BURGL/NON_RESIDENCE
<input type="checkbox"/>	BURGL/RESIDENCE
<input type="checkbox"/>	DRUG ARREST
<input type="checkbox"/>	JUSTIFIABLE HOMICIDE
<input type="checkbox"/>	LARC/VEHICLE
<input type="checkbox"/>	MURDER
<input type="checkbox"/>	MVT
<input type="checkbox"/>	RAPE
<input type="checkbox"/>	ROB/COMMERCIAL
<input type="checkbox"/>	ROB/PERSON
<input type="checkbox"/>	ROB/RESIDENCE
<input type="checkbox"/>	WEAPONS ARREST
SHOTS FIRED CALLS	
<input type="checkbox"/>	CASE RPT GENERATED
<input type="checkbox"/>	INFORMAL RPT



CALLS FOR SERVICE	
QUADS	
09/03/24 08:48:00	THREAT
09/11/24 09:11:45	LOCKOUT
09/12/24 03:55:29	ASSIST
WESTSCOTT	
09/02/24 00:43:41	WELFARE
09/04/24 22:31:33	REPO
09/16/24 16:34:54	MENTAL
09/19/24 01:03:27	OVERDOSE
09/23/24 16:44:57	ASSIST
09/24/24 18:15:18	ALARM
LAUREL COURT	
09/12/24 01:13:31	UNKNOWN

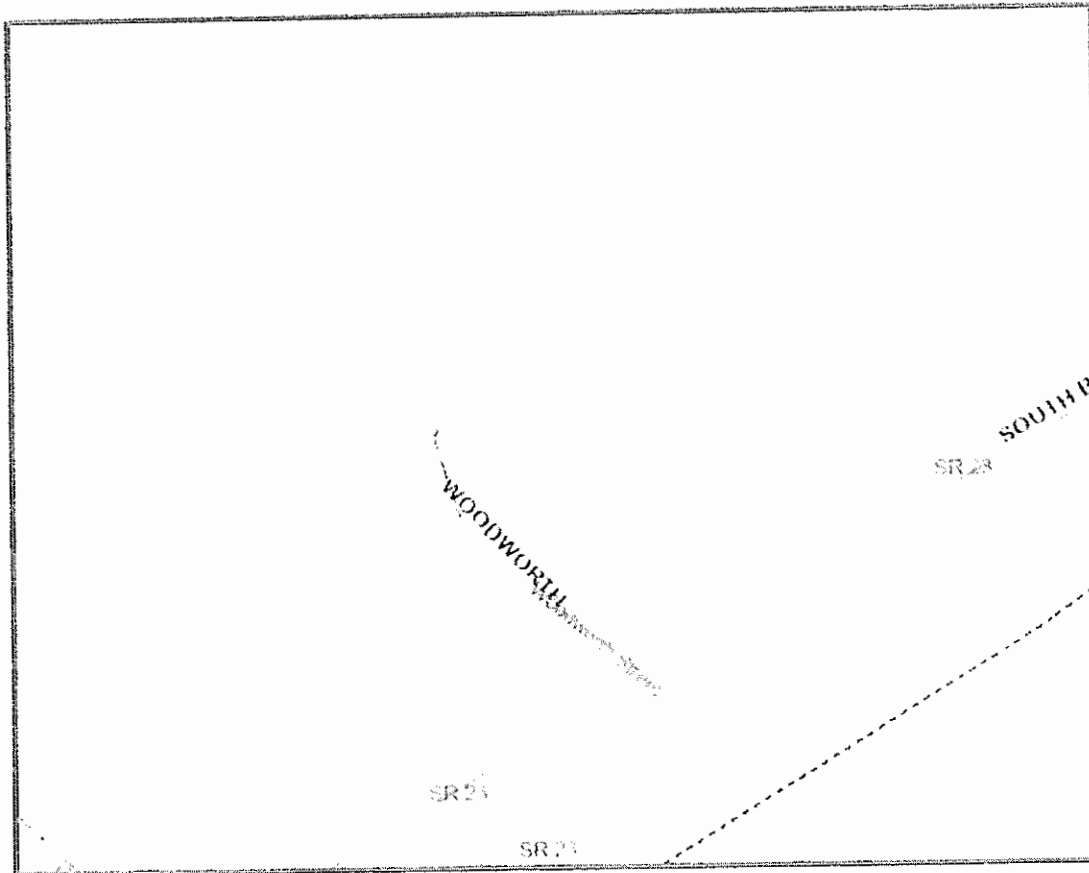
4 vented complaints
in from here

Police Report fields
Informal Rpt. shots

SBHA - South Bend Ave Apts
















INCIDENTS	
	AGG ASSAULT
	BURG/NON_RESIDENCE
	BURG/RESIDENCE
	DRUG ARREST
	JUSTIFIABLE HOMICIDE
	LARC/VEHICLE
	MURDER
	MVT
	RAPE
	ROB/COMMERCIAL
	ROB/PERSON
	ROB/RESIDENCE
	WEAPONS ARREST

SHOTS FIRED CALLS	
	CASE RPT GENERATED
	INFORMAL RPT



CALLS FOR SERVICE
SOUTH BEND AVE APTS
09/03/24 04:40:24 911
















SBHA - Edison Gardens

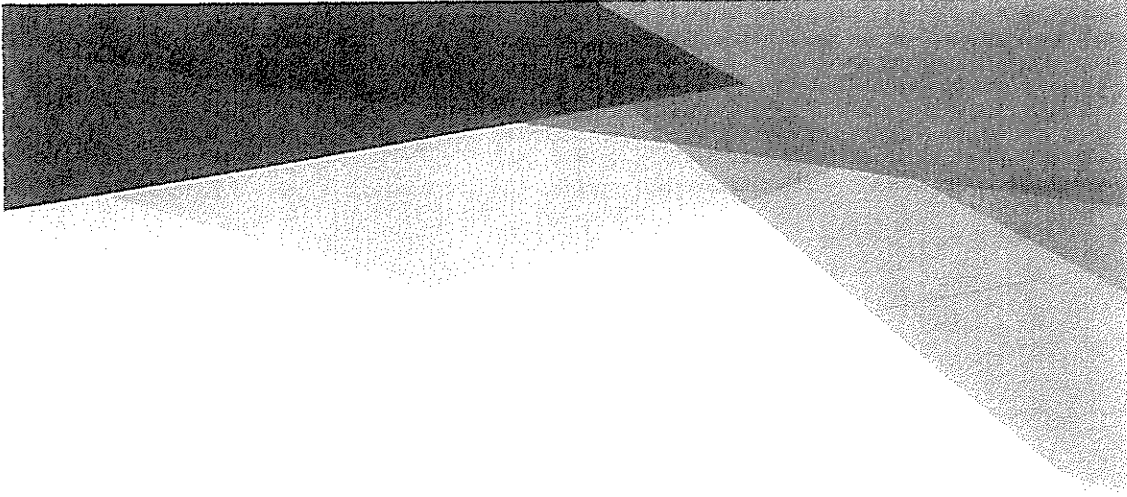
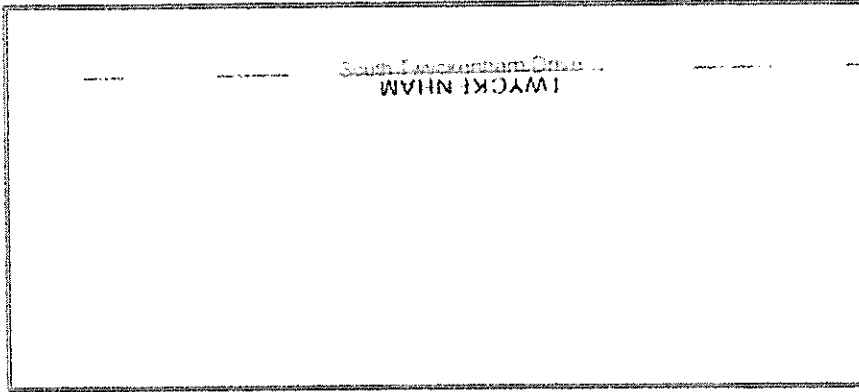
INCIDENTS	
	AGG ASSAULT
	BURG/MON_RESIDENCE
	BURG/RESIDENCE
	DRUG ARREST
	JUSTIFIABLE HOMICIDE
	LARC/VEHICLE
	MURDER
	MVT
	RAPE
	ROB/COMMERCIAL
	ROB/PERSON
	ROB/RESIDENCE
	WEAPONS ARREST
SHOTS FIRED CALLS	
	CASE RPT GENERATED
	INFORMAL RPT

EDISON GARDENS	
Address	Edison Garden Apts
City	
State	
Zip	
Latitude	
Longitude	
EDISON GARDENS	

CALLS FOR SERVICE	
EDISON GARDENS	
09/25/24	22:07:32 ACC
09/10/24	22:52:22 VANDAL

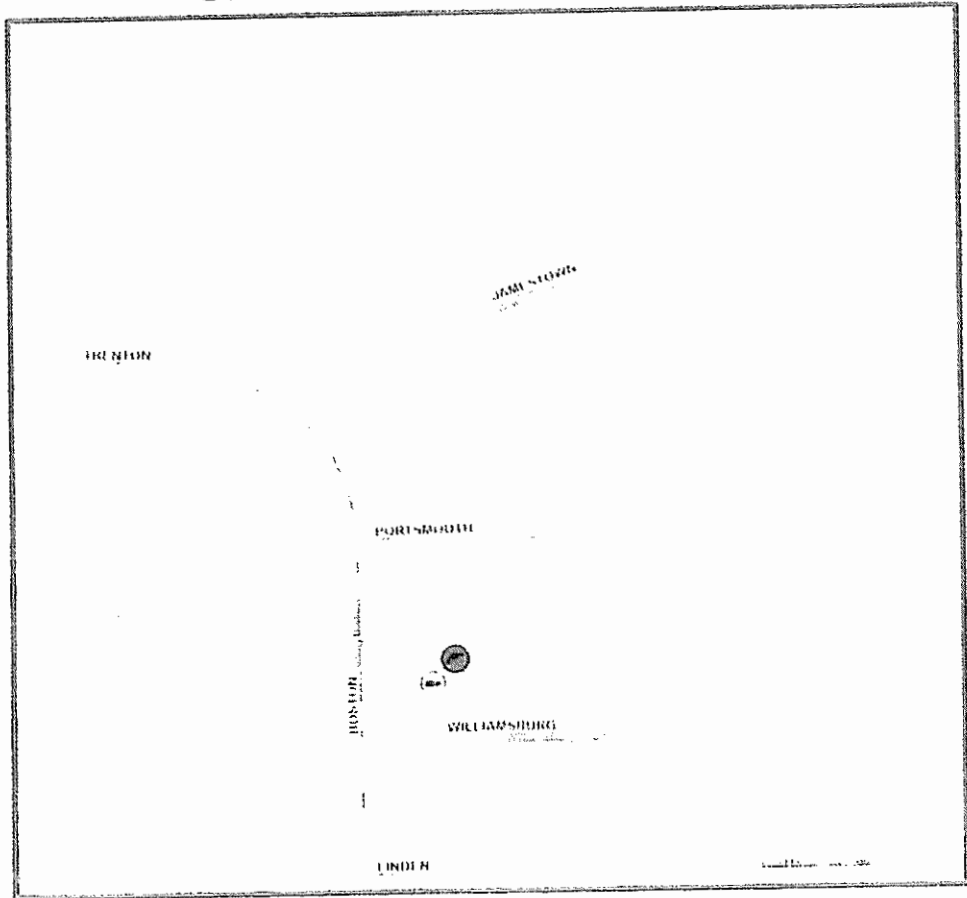
SBHA - TWYCKENHAM APTS

INCIDENTS	
	AGG ASSAULT
	BURG/NON_RESIDENCE
	BURG/RESIDENCE
	DRUG ARREST
	JUSTIFIABLE HOMICIDE
	LARC/VEHICLE
	MURDER
	NVT
	RAPE
	ROB/COMMERCIAL
	ROB/PERSON
	ROB/RESIDENCE
	WEAPONS ARREST
SHOTS FIRED CALLS	
	CASE RPT GENERATED
	INFORMAL RPT



SBHA: Harbor Homes

INCIDENTS	
	AGG ASSAULT
	BURG/NON_RESIDENCE
	BURG/RESIDENCE
	DRUG ARREST
	JUSTIFIABLE HOMICIDE
	LARC/VEHICLE
	MURDER
	MVI
	RAPE
	ROB/COMMERCIAL
	ROB/PERSON
	ROB/RESIDENCE
	WEAPONS ARREST
SHOTS FIRED CALLS	
	CASE RPT GENERATED
	INFORMAL RPT



CALLS FOR SERVICE		
HARBOR HOMES		
09/12/24	17:33:05	MISSING
09/14/24	00:42:35	ALARM
09/16/24	13:52:54	ALARM
09/27/24	10:02:16	FIGHT
09/27/24	15:16:26	UNKNOWN
09/30/24	18:14:44	LOCKOUT

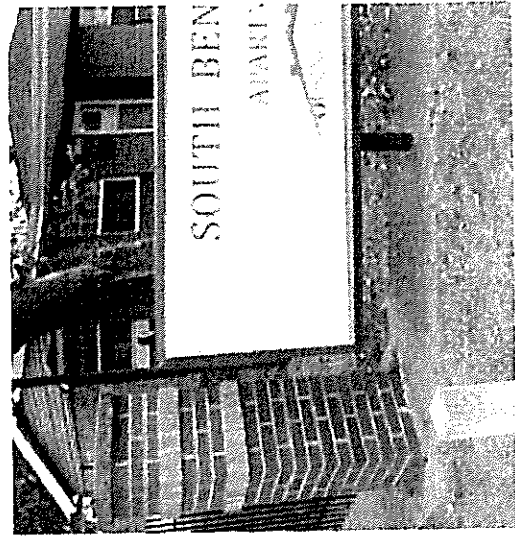
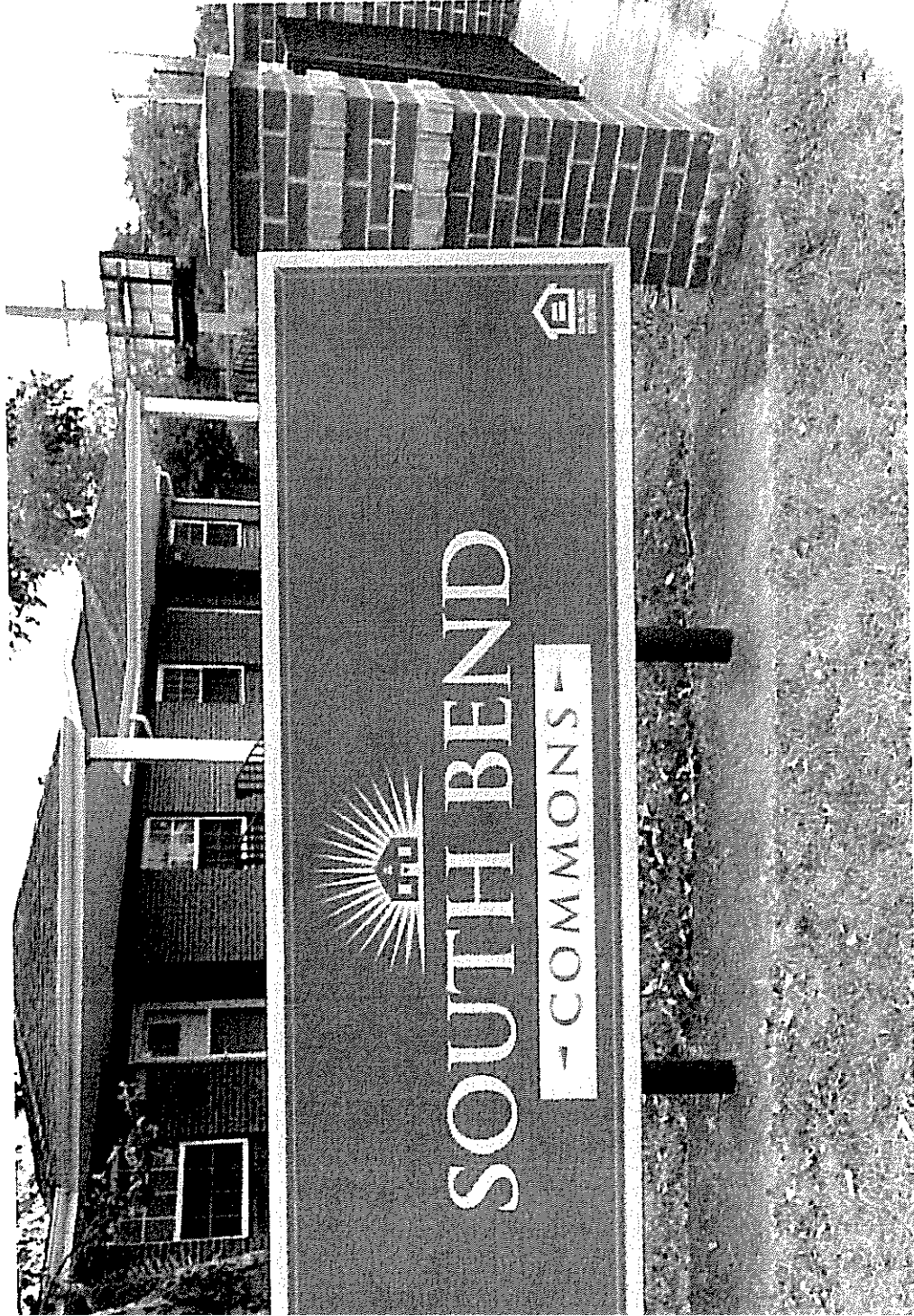
09/12/24 17:33:05 MISSING

09/14/24 00:42:35 ALARM

(Optic

New Faces -

- Two (2) new pan'
- Vinyl graphics
- New retainers as
- New paint for cat



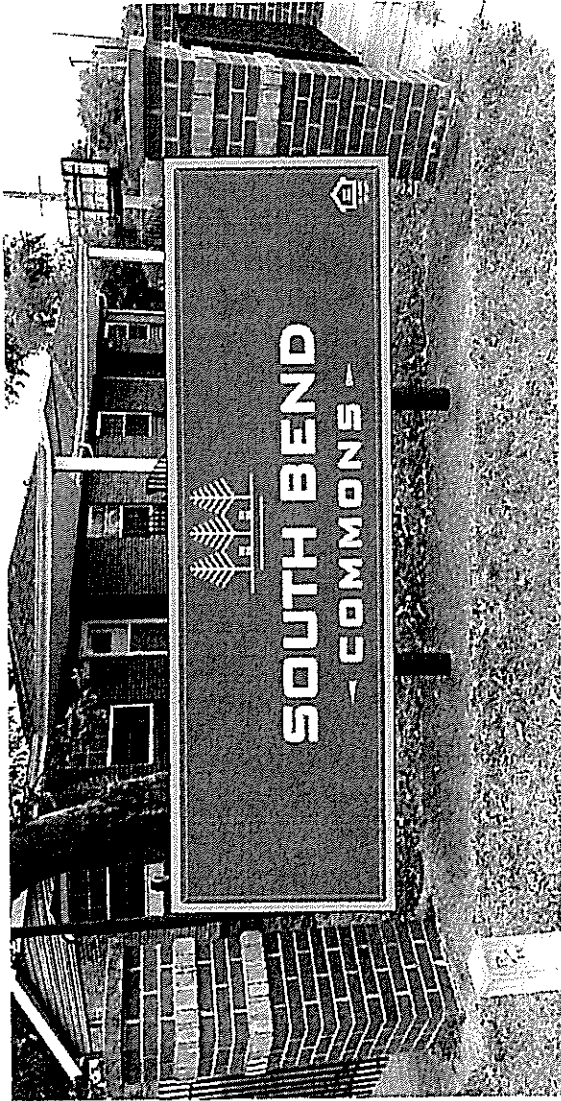
Existing



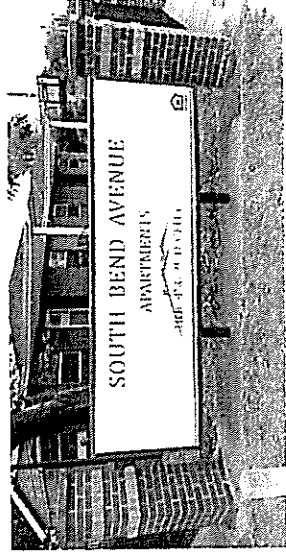
(Option 1)

New Faces - Monument 1

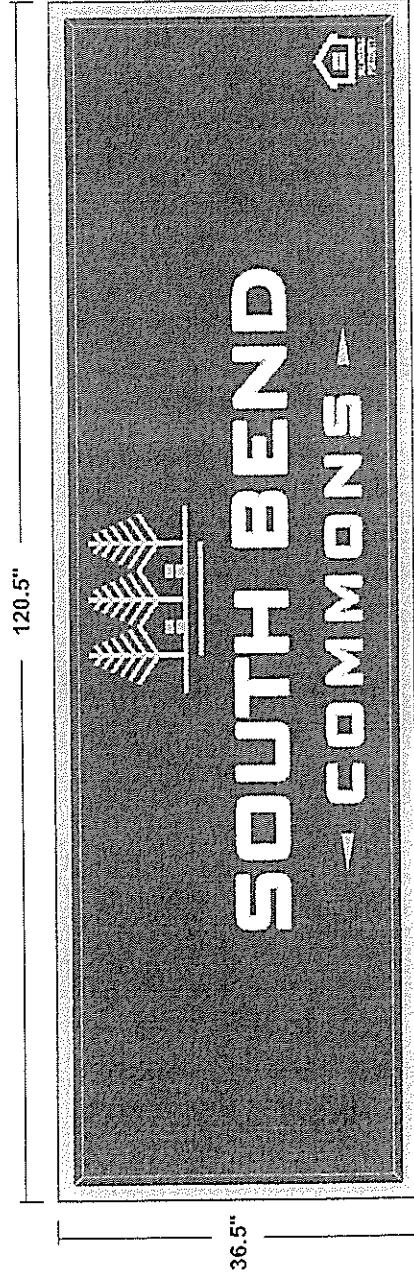
- Two (2) new pan formed Lexan faces
- Vinyl graphics
- New retainers as needed
- New paint for cabinet and posts



Proposed



Existing





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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 2024	67	58	9	39	\$99,437.00
February 2024	66	57	9	37	\$97,044.00
March 2024	64	55	9	37	\$104,851.00
April 2024	63	54	9	38	\$112,720.00
May 2024	61	54	7	38	\$120,056.00
June 2024	60	53	7	38	\$125,338.00
July 2024	59	52	7	39	\$120,324.13
August 2024	54	49	5	38	\$121,130.01
September 2024	55	50	5	37	\$127,810.01
October 2024					
November 2024					
December 2024					

***December 2023 (balance \$92,241.00)**

Board Report October 2024



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Housing Choice Voucher (HCV) Program - September 2024

**Housing Authority of the City of South Bend
Budget Authority Worksheet**

September 2024 CY (As of September 1, 2024)

Description	\$ Budgeted	\$ Expended	\$ Available
<u>Voucher Budget Authority (VBA):</u>			
Annual HAP	\$ 22,000,000	\$ 14,705,899	\$ 7,294,101
Monthly HAP	\$ 1,833,333	\$ 1,907,893	\$ (74,560)
Description	Number Per Month Budgeted	Number Per Month Leased	Number Per Month Available
Monthly Average # of UNITS	2,343	2,160	183
Description	Avg. Per Unit Per Month Budgeted	Avg. Per Unit Per Month Expended	
Monthly Per Unit HAP	\$ 823	\$ 883	

*Housing Authority of South Bend
Housing Program Portfolio M/E September 30, 2024*

Program	Description	# Allotted	# Filled	Vouchers Issued	Current Lease Rate	Program Potential	Potential Lease Rate
HCV	Housing Choice Voucher – Federally funded rental assistance program provides assistance towards rent and utilities on behalf of the family.	2,343	2,133	0	92%	2,157	91%
FYI	Foster Youth to Independence – Provides vouchers for individuals at least 18 years old, and not more than 24 years of age, and who has left foster care, or will leave foster care within 90 days, and is homeless or is at risk of becoming homeless.	16	14	3	88%	3	106%
VASH	Veterans Affairs Supportive Housing - Provides vouchers for individuals and families of individuals who served in the US Military in consultation with support services from the Department of Veteran's Affairs	90	90	0	100%	0	100%
Total Allocation		2,467	2,237	3	93%	2,160	97%

Ports

Description	#	Vouchers Issued	Program Potential
Incoming	66	17	83
Outgoing	24		24

Family Self-Sufficiency

Description	# Allotted	# Filled
Enables families assisted through the Housing Choice Voucher (HCV) program, to increase their earned income and reduce their dependency on welfare assistance and rental subsidies. Under the FSS program, low-income families are provided opportunities for education, job training, counseling and other forms of social service assistance, while living in assisted housing, so they can obtain skills necessary to achieve self-sufficiency.	19	52

Housing Choice Voucher Metrics FY 10/2023-9/2024												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Leasing Activity Report	2,298	2,309	2,321	2,329	2,333	2,318	2,331	2,323	2,333	2,340	2,326	2,327
Utilization Rate	92.0%	92.4%	93.7%	94.2%	94.5%	93.8%	94.2%	93.9%	93.9%	92.9%	92.2%	90.7%
Waiting List Report	1,424	1,274	1,273	1,273	1,272	1,272	1,272	1,272	1,272	1,272	729	729
Vouchers Issued Report	51	51	29	15	60	47	31	81	0	0	0	0
Voucher Success Rate	70.6%	62.7%	57.1%	42.9%	47.9%	60.4%	53.8%	50.9%	66.7% PI only	50.0% PI only	57.1% PI only	53.8% PI only

HCV Process Report FY 10/2023-9/2024												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Reexaminations	141	128	145	131	155	154	159	117	133	134	106	138
Interim Changes	65	65	73	86	141	99	97	104	109	118	134	157
EOPs	20	11	14	22	16	19	22	11	15	15	21	16

HCV Move Abouts Report FY 10/2023-9/2024												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
Port Ins	2	1	4	2	0	0	2	5	2	0	2	2
Port Outs	0	1	1	0	1	1	0	1	1	0	1	3
Tenants Moving About	18	20	16	14	17	12	19	23	15	5	17	7

**Housing Authority of South Bend
HQS Inspections Monthly Quality Control Report
For September 2024**

Number of Inspections										
Scheduled	Completed	Annual	Reinspection	Initials	Initial Re-inspection	Special	Abatement/Terminate Insp	Cancelled/Moved Out	QC Inspection	
444	418	203	137	27	14	4	11	3	23	
Passed	1st Time Fail	Abate	Cancelled/MO	No Show	24 Hr	Weather/Deferred	Refused	Terminate		
211	82	24	3	71	30	0	1	0		
No Show Rate				17%						

Initial Inspections Carried Out		
Total	Passed	Failed
41	25	16

Email's		Calls/Texts	
24 Hours	30	30	30

RTAs	
Received	Scheduled
27	27

Inspections Due September	
Inspections	422
Less Scheduled	422
Outstanding	0

	Scheduled	Letters/Reports
Due August: Inspections Scheduled	422	422
HQS Reports/Letters for Re-Inspections (30DaysOut)	67	67
HQS Reports for Re-Inspections (24hrs)	30	30

	Inspections Completed by Inspector					No Show %
	Total	Passed	Failed	Cancelled/MO	No Show	
Matthew	422	211	137	3	71	17%
Nicole	173	72	69	2	30	17%
Amalia	22	15	1	0	6	27%
Total	422	211	137	3	71	



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SEPTEMBER 2024 Financial Overview

	AMP 1	AMP 2	AMP 3	AMP 4	COCC	HAP	HAP ADM	FSS
2024 Budget - Revenue	\$1,105,014	\$1,804,202	\$1,107,783	\$1,254,310	\$1,532,626	\$22,028,426	\$2,333,237	\$99,400
Oct - Sept Projected Revenue	\$1,105,014	\$1,804,202	\$1,107,783	\$1,254,310	\$1,532,626	\$22,028,426	\$2,333,237	\$99,400
ACTUAL REVENUE	\$1,301,969	\$2,073,399	\$1,341,632	\$1,099,514	\$1,259,903	\$22,900,768	\$2,863,930	\$76,168
Prior Year Revenue	\$1,205,162	\$1,719,710	\$1,362,759	\$1,198,232	\$1,297,624	\$19,163,265	\$2,579,313	\$78,933
2024 Budget - Expense	\$1,046,587	\$1,813,736	\$1,056,916	\$1,165,406	\$1,088,541	\$22,028,426	\$2,215,228	\$99,400
Oct - Sept Projected Expense	\$1,046,587	\$1,813,736	\$1,056,916	\$1,165,406	\$1,088,541	\$22,028,426	\$2,215,228	\$99,400
Actual EXPENSE	\$903,116	\$1,380,713	\$1,114,289	\$997,690	\$1,210,474	\$22,303,959	\$2,573,059	\$76,168
Prior Year Expense	\$767,807	\$1,311,715	\$980,683	\$929,875	\$1,016,893	\$19,421,884	\$2,197,730	\$78,933
2024 Budget - Net Income	\$58,427	-\$9,534	\$50,867	\$88,904	\$444,085	\$0	\$118,009	\$0
Oct - Sept Projected Net Income	\$58,427	-\$9,534	\$50,867	\$88,904	\$444,085	\$0	\$118,009	\$0
Actual Net Income Before depreciation	\$398,853	\$692,686	\$227,343	\$101,824	\$49,429	\$596,809	\$290,871	\$0
Prior Year Net Income	\$437,355	\$407,995	\$382,076	\$268,357	\$280,731	-\$258,619	\$381,583	\$0

BANK BALANCE PER BANK STATEMENT

BANK	ACCT #	DESCRIPTION	2023			2024						
			OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY
1ST SOURCE	2249	AMP 1	\$835,168	\$924,211	\$950,720	\$988,939	\$1,057,654	\$1,030,336	\$1,066,861	\$1,095,015	\$950,146	\$697,701
1ST SOURCE	1310	AMP 2	\$883,090	\$990,580	\$1,011,942	\$1,036,144	\$977,689	\$1,049,338	\$1,098,633	\$1,110,403	\$1,122,790	\$701,188
1ST SOURCE	1302	AMP 3	\$637,966	\$519,807	\$529,951	\$580,638	\$665,653	\$678,408	\$689,835	\$698,759	\$720,118	\$1,472,005
1ST SOURCE	1294	AMP 4	\$659,312	\$635,096	\$644,267	\$669,315	\$696,634	\$693,841	\$705,930	\$667,966	\$825,381	\$838,196
1ST SOURCE	1328	CCOC	\$512,961	\$484,362	\$529,008	\$497,959	\$484,122	\$457,182	\$452,701	\$689,527	\$789,364	\$1,190,881
1ST SOURCE	2264	SECURITY DEPOSITS	\$72,075	\$72,075	\$72,075	\$75,075	\$75,075	\$72,075	\$72,075	\$72,075	\$85,400	\$85,400
1ST SOURCE	2272	Development	\$241,630	\$241,630	\$241,630	\$241,630	\$241,630	\$241,630	\$241,630	\$241,630	\$241,630	\$241,630
1ST SOURCE	5452	FSA						\$10	\$7	\$1,099	\$1,099	\$1,099
1ST SOURCE	1256	GENERAL FUND	\$79,346	\$180,558	\$112,488	\$56,591	\$287,261	\$148,997	\$69,504	\$87,082	\$101,885	\$58,712
Centier	5737	ACTIVITIES	\$32,437	\$107,667	\$109,117	\$110,517	\$111,474	\$112,925	\$114,325	\$114,325	\$114,325	\$114,325
1ST SOURCE	2280	SEC 8 ADM	\$976,668	\$1,048,812	\$1,075,907	\$1,107,979	\$1,137,683	\$1,052,190	\$1,035,405	\$1,024,822	\$1,081,387	\$828,988
1ST SOURCE	6024	SEC 8 HAP	\$69,230	\$25,778	\$19,815	\$54,882	\$25,488	\$2,068,057	\$72,590	\$73,036	\$132,385	\$186,190
Centier	7537	FSS ESCROW PHA	\$2,776	\$2,744	\$7,347	\$7,799	\$8,251	\$8,704	\$9,156	\$9,608	\$10,061	\$10,514
Centier	5942	FSS ESCROW HAP	\$68,492	\$72,763	\$79,032	\$85,463	\$92,348	\$89,643	\$97,157	\$104,769	\$111,896	\$105,730
1ST SOURCE	2256	PHA/HAP ESCROW FORFEITURE	\$11,239	\$11,528	\$11,049	\$11,049	\$10,888	\$19,796	\$18,747	\$18,277	\$18,277	\$17,355
		TOTAL CASH PER BANK	\$5,082,389	\$5,317,612	\$5,394,347	\$5,523,980	\$5,871,851	\$7,723,131	\$5,744,556	\$6,008,395	\$6,306,145	\$6,549,914

	2024	
AUG	SEPT	
\$1,330,354	\$1,529,567	
\$556,410	\$424,742	
\$1,437,450	\$1,464,138	
\$896,061	\$873,469	
\$1,629,207	\$1,625,019	
\$85,400	\$85,760	
\$241,630	\$241,630	
\$1,099	\$1,099	
\$196,554	\$78,403	
\$114,325	\$114,216	
\$275,570	\$389,273	
\$695,553	\$644,914	
\$10,968	\$11,422	
\$111,246	\$114,176	
\$17,194	\$22,061	
\$7,599,020	\$7,619,888	



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Resident Services Board Report Outline

Diona Jones Resident Services Coordinator

Resident Services Board Report Outline

1. Halloween Celebrations

- **Event Date:** October 31, 2024
 - **Details:**
 - Hosting Halloween celebrations at each housing site to engage the community and offer festive activities for residents.
-

2. Funding Challenge with the Department of Energy

- **Invitation from:** Workforce Development Coordinator, Department of Community Investment, City of South Bend
 - **Details:**
 - Invited to join a coalition to participate in a Department of Energy funding challenge.
 - Phases of funding:
 - Phase 1: \$50,000
 - Phase 2: \$100,000
 - Phase 3: \$125,000
 - Phase 1 involves forming a coalition that includes labor, government, nonprofits, community organizations, and green energy employers.
-

3. DoubleTree Furniture Liquidation Partnership

- **Partnership:** City of South Bend Department of Community Investment Homelessness Coordinator
- **Details:**
 - Assisting with the liquidation of over 1,000 pieces of furniture from DoubleTree Hotel ahead of their renovation.
 - Items include artwork, 400 beds with frames, desks, mirrors, TVs, side tables, lobby furniture, lamps, and sconces.

- Repurposing furniture for residents' use.
-

4. United Way Mini-Grants

- **Partnership:** United Way
 - **Details:**
 - Writing 42 mini-grants of \$500 each, targeted for residents who are seniors or disabled and living in the 46601 ZIP code.
 - These grants will provide financial assistance for resident needs.
-

5. South Bend Alive Youth Empowerment Development Program (YEDP) Grant

- **Grant Submitted:** \$25,000
 - **Program:** Youth Empowerment Development Program (YEDP)
 - **Details:**
 - Submitted a \$25,000 grant to South Bend Alive to support YEDP, a program designed to provide activities and development opportunities for youth.
-

6. Fine Arts Grant with Boys and Girls Club

- **Partnership:** Boys and Girls Club
 - **Grant:** \$10,000
 - **Details:**
 - Partnered with the Boys and Girls Club to apply for a \$10,000 fine arts grant aimed at expanding creative programs for youth.
-

7. Voting Ballot Request Day

- **Event Date:** Week of October 21-25
- **Details:**
 - Hosting a dedicated day for residents to request mail-in voting ballots to ensure voter accessibility and participation.



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AGENCY OPERATIONS

September/October 2024

➤ **Recruitment**

- The agency has one (2) open position – Maintenance Technician. Human Resource Manager position will not be filled. The agency is examining outsourcing/intern solutions.

➤ **General Business**

- Continuing to search and identify a Resident Commissioner and establish a Resident Council by end the calendar year. Update: Three candidates have been identified. Candidate profiles will be prepared with the assistance of the Resident Commissioners.
- Engaged Brooks Jeffrey Affordable Housing Solutions.com to assist with website redesign and new logo for PHA and the Not for Profit. Developing marketing strategy for the PHA and the Not for Profit utilizing the website and social media.
- Managing Maintenance Training will be held October 22nd – 23th. Public Housing Manager Training will be held November 5th – 8th. Housing Choice Voucher Occupancy, Income and Rent Calculation will be held November 18th – 21st.