

DURHAM HOUSING AUTHORITY
Budget v. Actual Report
Public Housing Developments (AMPs)
For the period ending March 31, 2011

Club Boulevard (AMP 7)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 56,687	\$ 56,687	\$ -	100%	\$ 373
Less: Vacancy Loss	926	(736)	1,662	(126%)	6
Net Dwelling Rental	57,613	55,951	1,662	103%	379
Other Income	3,403	1,932	1,471	176%	22
Interest on Investments	-	217	(217)	-%	-
HUD Operating Grants	102,255	108,579	(6,324)	94%	673
CFP Funds – 2010	-	-	-		-
Total Operating Income	163,271	166,679	(3,408)	98%	1,074
Operating Expenses					
Administrative Salaries	11,769	12,337	568	95%	77
Other Administrative	5,462	6,331	869	86%	36
Resident Services	2,233	3,588	1,355	62%	15
Utilities	38,559	59,324	20,765	65%	254
Maintenance Salaries	14,434	10,910	(3,524)	132%	95
Maintenance Materials	4,807	4,246	(561)	113%	32
Maintenance Contracts	35,596	36,761	1,165	97%	234
General Expenses	20,000	15,022	(4,978)	133%	132
Capital Outlay	-	1,250	1,250	-%	-
Property Management Fees	15,487	15,663	176	99%	102
Total Operating Expenses	148,347	165,432	17,085	90%	976
Net Operating Income/(Deficit)	\$ 14,924	\$ 1,247	\$ 13,677	1197%	\$ 98
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 14,924	\$ 1,247	\$ 13,677	1197%	\$ 98

Variance Information

Maintenance Salaries – this appears to be over due to an incorrect allocation of “night call” expenses. Staff is working on a journal entry to correct.

Maintenance Materials – purchases of materials for projects and repairs in anticipation of REAC inspections.

General Expenses – possibly due to the misallocation of maintenance salaries. Staff still reviewing.

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Hoover Road (AMP 8)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 25,917	\$ 25,917	\$ -	100%	\$ 245
Less: Vacancy Loss	(2,289)	(909)	(1,380)	252%	(22)
Net Dwelling Rental	23,628	25,008	(1,380)	94%	223
Other Income	4,946	3,749	1,197	132%	47
Interest on Investments	-	25	(25)	-%	-
HUD Operating Grants	85,102	89,757	(4,655)	95%	803
CFP Funds – 2010	-	-	-		-
Total Operating Income	113,676	118,539	(4,863)	96%	1,072
Operating Expenses					
Administrative Salaries	14,356	13,812	(544)	104%	135
Other Administrative	6,261	7,344	1,083	85%	59
Resident Services	1,542	2,291	749	67%	15
Utilities	27,491	39,065	11,574	70%	259
Maintenance Salaries	14,164	12,034	(2,130)	118%	134
Maintenance Materials	3,470	3,039	(431)	114%	33
Maintenance Contracts	26,351	24,581	(1,770)	107%	249
General Expenses	17,690	18,335	645	96%	167
Capital Outlay	-	-	-		-
Property Management Fees	10,809	10,795	(14)	100%	102
Total Operating Expenses	122,134	131,296	9,162	93%	1,152
Net Operating Income/(Deficit)	\$ (8,458)	\$ (12,757)	\$ 4,299	66%	\$ (80)
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ (8,458)	\$ (12,757)	\$ 4,299	66%	\$ (80)

Variance Information

Maintenance Salaries – due to temporary staff used while regular staff out on leave.

Maintenance Materials – materials purchased for repairs.

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JJ Henderson (AMP 9)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 120,150	\$ 120,150	\$ -	100%	\$ 342
Less: Vacancy Loss	(6,605)	(1,350)	(5,255)	489%	(19)
Net Dwelling Rental	113,545	118,800	(5,255)	96%	323
Other Income	10,102	9,878	224	102%	29
Interest on Investments	-	188	(188)	-%	-
HUD Operating Grants	97,301	116,086	(18,785)	84%	277
CFP Funds – 2010	-	-	-		-
Total Operating Income	220,948	244,952	(24,004)	90%	629
Operating Expenses					
Administrative Salaries	22,405	22,322	(83)	100%	64
Other Administrative	8,795	8,400	(395)	105%	25
Resident Services	1,888	2,804	916	67%	5
Utilities	43,258	54,677	11,419	79%	123
Maintenance Salaries	23,747	22,766	(981)	104%	68
Maintenance Materials	12,555	3,053	(9,502)	411%	36
Maintenance Contracts	55,231	50,050	(5,181)	110%	157
General Expenses	23,861	34,481	10,620	69%	68
Capital Outlay	-	3,750	3,750	-%	-
Property Management Fees	35,796	36,302	506	99%	102
Total Operating Expenses	227,536	238,605	11,069	95%	648
Net Operating Income/(Deficit)	\$ (6,588)	\$ 6,347	\$ (12,935)	(104%)	\$ (19)
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ (6,588)	\$ 6,347	\$ (12,935)	(104%)	\$ (19)

Variance Information

Maintenance Materials – staff is reviewing

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Morreene Road (AMP 10)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 128,977	\$ 128,977	\$ -	100%	\$ 290
Less: Vacancy Loss	1,764	(1,838)	3,602	(96%)	4
Net Dwelling Rental	130,741	127,139	3,602	103%	294
Other Income	16,022	16,610	(588)	96%	36
Interest on Investments	-	500	(500)	-%	-
HUD Operating Grants	152,912	173,308	(20,396)	88%	344
CFP Funds – 2010	-	-	-		-
Total Operating Income	299,675	317,557	(17,882)	94%	673
Operating Expenses					
Administrative Salaries	22,457	22,650	193	99%	50
Other Administrative	9,183	13,726	4,543	67%	21
Resident Services	2,647	4,308	1,661	61%	6
Utilities	46,506	88,449	41,943	53%	105
Maintenance Salaries	19,971	18,144	(1,827)	110%	45
Maintenance Materials	5,404	10,408	5,004	52%	12
Maintenance Contracts	50,561	67,907	17,346	74%	114
General Expenses	24,261	37,822	13,561	64%	55
Capital Outlay	-	250	250	-%	-
Property Management Fees	45,266	45,432	166	100%	102
Total Operating Expenses	226,256	309,096	82,840	73%	508
Net Operating Income/(Deficit)	\$ 73,419	\$ 8,461	\$ 64,958	868%	\$ 165
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 73,419	\$ 8,461	\$ 64,958	868%	\$ 165

Variance Information

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Damar Court (AMP 11)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 50,363	\$ 50,363	\$ -	100%	\$ 251
Less: Vacancy Loss	747	(988)	1,735	(76%)	4
Net Dwelling Rental	51,110	49,375	1,735	104%	254
Other Income	28,377	6,301	22,076	450%	141
Interest on Investments	-	163	(163)	-%	-
HUD Operating Grants	117,212	137,137	(19,925)	85%	583
CFP Funds – 2010	-	-	-		-
Total Operating Income	196,699	192,976	3,723	102%	979
Operating Expenses					
Administrative Salaries	16,413	16,741	328	98%	82
Other Administrative	4,932	6,920	1,988	71%	25
Resident Services	1,917	2,826	909	68%	10
Utilities	43,770	56,094	12,324	78%	218
Maintenance Salaries	15,361	14,278	(1,083)	108%	76
Maintenance Materials	9,928	6,151	(3,777)	161%	49
Maintenance Contracts	63,893	50,525	(13,368)	126%	318
General Expenses	36,519	19,859	(16,660)	184%	182
Capital Outlay	-	-	-		-
Property Management Fees	20,455	20,748	293	99%	102
Total Operating Expenses	213,188	194,142	(19,046)	110%	1,061
Net Operating Income/(Deficit)	\$ (16,489)	\$ (1,166)	\$ (15,323)	1414%	\$ (82)
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ (16,489)	\$ (1,166)	\$ (15,323)	1414%	\$ (82)

Variance Information

Maintenance Materials – staff is reviewing

Maintenance Contracts – staff is reviewing

General Expenses – staff is reviewing

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Oxford Manor (AMP 12)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 81,290	\$ 81,290	\$ -	100%	\$ 241
Less: Vacancy Loss	(5,220)	(2,836)	(2,384)	184%	(15)
Net Dwelling Rental	76,070	78,454	(2,384)	97%	225
Other Income	16,687	17,218	(531)	97%	49
Interest on Investments	-	187	(187)	-%	-
HUD Operating Grants	284,404	347,416	(63,012)	82%	841
CFP Funds – 2010	-	-	-		-
Total Operating Income	377,161	443,275	(66,114)	85%	1,116
Operating Expenses					
Administrative Salaries	30,297	31,533	1,236	96%	90
Other Administrative	23,793	16,265	(7,528)	146%	70
Resident Services	5,146	8,312	3,166	62%	15
Utilities	84,020	137,677	53,657	61%	249
Maintenance Salaries	33,654	25,496	(8,158)	132%	100
Maintenance Materials	10,020	8,899	(1,121)	113%	30
Maintenance Contracts	48,597	78,415	29,818	62%	144
General Expenses	33,118	35,502	2,384	93%	98
Capital Outlay	-	2,500	2,500	-%	-
Property Management Fees	34,518	34,298	(220)	101%	102
Total Operating Expenses	303,163	378,897	75,734	80%	897
Net Operating Income/(Deficit)	\$ 73,998	\$ 64,378	\$ 9,620	115%	\$ 219
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 73,998	\$ 64,378	\$ 9,620	115%	\$ 219

Variance Information

Other Administrative – staff is reviewing

Maintenance Salaries – this is due to “night call” expenses incorrectly allocated to Oxford Manor. Issue will be corrected via journal entry.

Maintenance Materials – due to materials being purchased for upcoming work to prepare for REAC inspections.

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Birchwood Estates – Turnkey III (AMP 13)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 2,538	\$ -	\$ 2,538		\$ -
Less: Vacancy Loss	-	-	-		-
Net Dwelling Rental	2,538	-	2,538		-
Other Income	79	-	79		-
Interest on Investments	-	-	-		-
HUD Operating Grants	-	-	-		-
CFP Funds – 2010	-	-	-		-
Total Operating Income	2,617	-	2,617		-
Operating Expenses					
Administrative Salaries	-	-	-		-
Other Administrative	-	-	-		-
Resident Services	-	-	-		-
Utilities	-	-	-		-
Maintenance Salaries	-	-	-		-
Maintenance Materials	35	-	(35)		-
Maintenance Contracts	60	-	(60)		-
General Expenses	370	-	(370)		-
Capital Outlay	-	-	-		-
Property Management Fees	-	-	-		-
Total Operating Expenses	465	-	(465)		-
Net Operating Income/(Deficit)	\$ 2,152	\$ -	\$ 2,152		\$ -
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 2,152	\$ -	\$ 2,152		\$ -
Variance Information					

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Forest Hill Heights (AMP 14)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 40,755	\$ 40,755	\$ -	\$ 100%	\$ 371
Less: Vacancy Loss	(2,022)	(741)	(1,281)	273%	(18)
Net Dwelling Rental	38,733	40,014	(1,281)	97%	352
Other Income	1,463	1,349	114	108%	13
Interest on Investments	-	37	(37)	-%	-
HUD Operating Grants	30,913	37,878	(6,965)	82%	281
CFP Funds – 2010	-	-	-		-
Total Operating Income	71,109	79,278	(8,169)	90%	646
Operating Expenses					
Administrative Salaries	6,632	6,591	(41)	101%	60
Other Administrative	2,611	2,681	70	97%	24
Resident Services	580	867	287	67%	5
Utilities	24,630	25,757	1,127	96%	224
Maintenance Salaries	7,112	6,724	(388)	106%	65
Maintenance Materials	1,366	1,447	81	94%	12
Maintenance Contracts	9,487	10,387	900	91%	86
General Expenses	7,248	10,276	3,028	71%	66
Capital Outlay	-	-	-		-
Property Management Fees	11,187	11,226	39	100%	102
Total Operating Expenses	70,853	75,956	5,103	93%	644
Net Operating Income/(Deficit)	\$ 256	\$ 3,322	\$ (3,066)	8%	\$ 2
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 256	\$ 3,322	\$ (3,066)	8%	\$ 2

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	Laurel Oaks (AMP 15)				
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 13,111	\$ 13,111	\$ -	100%	\$ 219
Less: Vacancy Loss	5,533	(438)	5,971	(1263%)	92
Net Dwelling Rental	18,644	12,673	5,971	147%	311
Other Income	571	2,014	(1,443)	28%	10
Interest on Investments	-	44	(44)	-%	-
HUD Operating Grants	39,361	47,789	(8,428)	82%	656
CFP Funds – 2010	-	-	-		-
Total Operating Income	58,576	62,520	(3,944)	94%	976
Operating Expenses					
Administrative Salaries	5,315	5,431	116	98%	89
Other Administrative	3,689	4,574	885	81%	61
Resident Services	817	1,239	422	66%	14
Utilities	16,211	22,896	6,685	71%	270
Maintenance Salaries	3,873	4,626	753	84%	65
Maintenance Materials	1,851	1,581	(270)	117%	31
Maintenance Contracts	10,637	9,312	(1,325)	114%	177
General Expenses	7,042	7,278	236	97%	117
Capital Outlay	-	-	-		-
Property Management Fees	6,102	6,155	53	99%	102
Total Operating Expenses	55,537	63,092	7,555	88%	926
Net Operating Income/(Deficit)	\$ 3,039	\$ (572)	\$ 3,611	(531%)	\$ 51
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 3,039	\$ (572)	\$ 3,611	(531%)	\$ 51

Variance Information

Maintenance Materials – due to purchases of blinds an refrigerators.

Maintenance Contracts – due to higher than anticipated number of vacancy prep contracts.

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HOPE VI – Calvert Place (AMP 16)

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ -	\$ -	\$ -		\$ -
Less: Vacancy Loss	-	-	-		-
Net Dwelling Rental	-	-	-		-
Other Income	-	-	-		-
Interest on Investments	-	-	-		-
HUD Operating Grants	32,348	37,006	(4,658)	87%	394
CFP Funds – 2010	-	-	-		-
Total Operating Income	32,348	37,006	(4,658)	87%	394
Operating Expenses					
Administrative Salaries	-	-	-		-
Other Administrative	-	-	-		-
Resident Services	-	-	-		-
Utilities	-	-	-		-
Maintenance Salaries	-	-	-		-
Maintenance Materials	-	-	-		-
Maintenance Contracts	-	-	-		-
General Expenses	-	-	-		-
Capital Outlay	-	-	-		-
Property Management Fees	33,054	34,241	1,187	97%	403
Total Operating Expenses	33,054	34,241	1,187	97%	403
Net Operating Income/(Deficit)	\$ (706)	\$ 2,765	\$ (3,471)	(26%)	\$ (9)
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ (706)	\$ 2,765	\$ (3,471)		\$ (9)

Variance Information

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HOPE VI – Franklin Village (AMP 28)

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ -	\$ -	\$ -		\$ -
Less: Vacancy Loss	-	-	-		-
Net Dwelling Rental	-	-	-		-
Other Income	-	-	-		-
Interest on Investments	-	-	-		-
HUD Operating Grants	31,851	47,550	(15,699)	67%	408
CFP Funds – 2010	-	-	-		-
Total Operating Income	31,851	47,550	(15,699)	67%	408
Operating Expenses					
Administrative Salaries	-	-	-		-
Other Administrative	-	-	-		-
Resident Services	-	-	-		-
Utilities	-	-	-		-
Maintenance Salaries	-	-	-		-
Maintenance Materials	-	-	-		-
Maintenance Contracts	-	-	-		-
General Expenses	-	-	-		-
Capital Outlay	-	-	-		-
Property Management Fees	35,360	35,694	334	99%	453
Total Operating Expenses	35,360	35,694	334	99%	453
Net Operating Income/(Deficit)	\$ (3,509)	\$ 11,856	\$ (15,365)	(30%)	\$ (45)
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ (3,509)	\$ 11,856	\$ (15,365)		\$ (45)
Variance Information					

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HOPE VI –Main Street (AMP 29)					
	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ -	\$ -	\$ -		\$ -
Less: Vacancy Loss	-	-	-		-
Net Dwelling Rental	-	-	-		-
Other Income	-	-	-		-
Interest on Investments	-	-	-		-
HUD Operating Grants	24,826	27,893	(3,067)	89%	653
CFP Funds – 2010	-	-	-		-
Total Operating Income	24,826	27,893	(3,067)	89%	653
Operating Expenses					
Administrative Salaries	-	-	-		-
Other Administrative	-	-	-		-
Resident Services	-	-	-		-
Utilities	-	-	-		-
Maintenance Salaries	-	-	-		-
Maintenance Materials	-	-	-		-
Maintenance Contracts	-	-	-		-
General Expenses	-	-	-		-
Capital Outlay	-	-	-		-
Property Management Fees	16,237	16,724	487	97%	427
Total Operating Expenses	16,237	16,724	487	97%	427
Net Operating Income/(Deficit)	\$ 8,589	\$ 11,169	\$ (2,580)	77%	\$ 226
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ 8,589	\$ 11,169	\$ (2,580)		\$ 226

Variance Information

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HOPE VI – Morning Glory (AMP 30)

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ -	\$ -	\$ -		\$ -
Less: Vacancy Loss	-	-	-		-
Net Dwelling Rental	-	-	-		-
Other Income	-	-	-		-
Interest on Investments	-	-	-		-
HUD Operating Grants	18,055	21,126	(3,071)	85%	376
CFP Funds – 2010	-	-	-		-
Total Operating Income	18,055	21,126	(3,071)	85%	376
Operating Expenses					
Administrative Salaries	-	-	-		-
Other Administrative	-	-	-		-
Resident Services	-	-	-		-
Utilities	-	-	-		-
Maintenance Salaries	-	-	-		-
Maintenance Materials	-	-	-		-
Maintenance Contracts	-	-	-		-
General Expenses	-	-	-		-
Capital Outlay	-	-	-		-
Property Management Fees	25,272	26,029	757	97%	527
Total Operating Expenses	25,272	26,029	757	97%	527
Net Operating Income/(Deficit)	\$ (7,217)	\$ (4,903)	\$ (2,314)	147%	\$ (150)
Operating Transfers					
Operating Transfers In	-	-	-		-
Operating Transfers (Out)	-	-	-		-
Net Operating Transfers	-	-	-		-
Change in Net Assets	\$ (7,217)	\$ (4,903)	\$ (2,314)		\$ (150)

Variance Information

DURHAM HOUSING AUTHORITY
 Budget v. Actual Report
 Central Office Cost Center
 For the period ending March 31, 2011

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)
Operating Income				
Property Management Fees	\$ 393,001	\$ 394,235	\$ (1,234)	100%
Technical Services Fees	193,106	207,993	(14,887)	93%
CFP Admin Fees	75,779	80,187	(4,408)	95%
Other Income	3,742	-	3,742	
Total Operating Income	665,628	682,415	(16,787)	98%
Operating Expenses				
Administrative Salaries	340,241	342,873	2,632	99%
Other Administrative	110,578	118,039	7,461	94%
Utilities	5,949	5,409	(540)	110%
Maintenance Salaries	76,528	71,181	(5,347)	108%
Maintenance Materials	13,390	8,300	(5,090)	161%
Maintenance Contracts	14,680	25,733	11,053	57%
General Expenses	157,017	153,921	(3,096)	102%
Capital Outlay	-	-	-	
Total Operating Expenses	718,383	725,456	7,073	99%
Net Income/(Deficit)	\$ (52,755)	\$ (43,041)	\$ (9,714)	123%
Operating Transfers				
Operating Transfer In	-	-	-	
Operating Transfers (Out)	-	-	-	
Total Operating Transfers	-	-	-	
Change in Net Assets	\$ (52,755)	\$ (43,041)	\$ (9,714)	123%

Variance Information

Maintenance Materials – staff is reviewing this expense to determine why it is so high relative to budget.

DURHAM HOUSING AUTHORITY
Budget v. Actual Report
Housing Choice Voucher Program – Admin
For the period ending March 31, 2011

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)
Operating Income				
HUD Grants				
Administrative Fees	\$ 457,508	\$ 475,079	\$ (17,571)	96%
Homeownership Fees	-	1,500	(1,500)	0%
FSS Coordinator	-	17,000	(17,000)	0%
Subtotal HUD Grants	457,508	493,579	(36,071)	93%
Fraud Recovery	3,375	5,000	(1,625)	68%
Other Income	-	375	(375)	0%
Mgmt Fees – Shelter Plus Care	1,880	1,500	380	125%
Total Operating Income	462,763	500,454	(37,691)	92%
Operating Expenses				
Administrative Salaries	216,222	227,986	11,764	95%
Other Administrative	102,031	102,469	438	100%
Utilities	3,903	3,426	(477)	114%
Maintenance Contracts	7,331	6,069	(1,262)	121%
General Expenses	110,374	90,755	(19,619)	122%
Total Operating Expenses	439,861	430,705	(9,156)	102%
Net Income/(Deficit)	\$ 22,902	\$ 69,749	\$ (46,847)	33%
Operating Transfers				
Operating Transfer In	-	-	-	
Total Operating Transfers	-	-	-	
Change in Net Assets	\$ 22,902	\$ 69,749	\$ (46,847)	33%

Variance Information

Utilities – timing issue.

Maintenance Contracts – staff is reviewing.

General Expenses – staff is reviewing to determine the excess in this area.

DURHAM HOUSING AUTHORITY
Budget v. Actual Report
Housing Choice Voucher Program – HAP
For the period ending March 31, 2011

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)
Operating Income				
HUD Contributions	\$ 4,709,679	\$ 4,709,660	\$ 19	100%
Interest	611	-	611	
Total Operating Income	4,710,290	4,709,660	630	100%
Operating Expenses				
HAP Expenses	4,661,719	4,590,853	(70,866)	102%
Total Operating Expenses	4,661,719	4,590,853	(70,866)	102%
Net Income/(Deficit)	\$ 48,571	\$ 118,807	\$ (70,236)	41%

DURHAM HOUSING AUTHORITY
Budget v. Actual Report
ROSS Family and Homeownership Grant (June 2008 – June 2011)
For the period ending March 31, 2011

	<u>Project Budget</u>	<u>Actual – Project Start to Date</u>	<u>% Expended</u>
Grant Income			
ROSS Grant	\$ 350,000	\$ 308,218	88%
Total Grant Income	<u>350,000</u>	<u>308,218</u>	<u>88%</u>
Grant Expenses			
Project Coordinator	204,000	162,896	80%
Subcontracting	106,673	103,282	97%
Travel Costs	19,700	22,864	116%
Administrative Costs	19,627	19,176	98%
Total Grant Expenses	<u>350,000</u>	<u>308,218</u>	<u>88%</u>
Net Income/(Deficit)	<u>\$ -</u>	<u>\$ -</u>	

DURHAM HOUSING AUTHORITY
Budget v. Actual Report
ROSS Elderly and Persons with Disabilities Grant (May 2008 – May 2011)
For the period ending March 31, 2011

	<u>Project Budget</u>	<u>Actual – Project Start to Date</u>	<u>% Expended</u>
Grant Income			
ROSS Grant	\$ 350,000	\$ 334,408	96%
Total Grant Income	<u>350,000</u>	<u>334,408</u>	<u>96%</u>
Grant Expenses			
Project Coordinator	197,627	195,742	99%
Training Costs	5,000	1,223	24%
Transportation Services	5,700	2,706	47%
Subcontracting	106,673	102,915	96%
Administrative Costs	35,000	31,822	91%
Total Grant Expenses	<u>350,000</u>	<u>334,408</u>	<u>96%</u>
Net Income/(Deficit)	<u>\$ -</u>	<u>\$ -</u>	

DURHAM HOUSING AUTHORITY

Budget v. Actual Report

Neighborhood Network Grant (September 2008 – September 2011)

For the period ending March 31, 2011

	<u>Project Budget</u>	<u>Actual – Project Start to Date</u>	<u>% Expended</u>
Grant Income			
Neighborhood Network Grant	\$ 400,000	\$ 297,360	74%
Total Grant Income	<u>400,000</u>	<u>297,360</u>	<u>74%</u>
Grant Expenses			
Project Coordinator	204,000	125,745	62%
Training Costs	20,000	15,875	79%
Supportive Services	20,000	32,647	163%
Maint/Insurance	20,000	22,193	111%
Equipment Costs	56,000	44,445	79%
Security Costs	4,000	3,090	77%
Travel Costs	5,000	6,379	128%
Administrative Costs	40,000	37,986	95%
Resident Services	20,000	-	-%
Indirect Costs	11,000	9,000	82%
Total Grant Expenses	<u>400,000</u>	<u>297,360</u>	<u>74%</u>
Net Income/(Deficit)	\$ -	\$ -	

DURHAM HOUSING AUTHORITY

Budget v. Actual Report

ROSS Grant – FSS Coordinator (March 2010 – March 2011)

For the period ending March 31, 2011

	<u>Project Budget</u>	<u>Actual – Project Start to Date</u>	<u>% Expended</u>
Grant Income			
ROSS Grant	\$ 68,000	\$ 68,000	100%
Total Grant Income	<u>68,000</u>	<u>68,000</u>	<u>100%</u>
Grant Expenses			
FSS Coordinator	68,000	68,000	100%
Total Grant Expenses	<u>68,000</u>	<u>68,000</u>	<u>100%</u>
Net Income/(Deficit)	\$ -	\$ -	

DURHAM HOUSING AUTHORITY

Budget v. Actual Report

ROSS Grant – Service Coordinator (August 2010 – August 2013)

For the period ending March 31, 2011

	<u>Project Budget</u>	<u>Actual – Project Start to Date</u>	<u>% Expended</u>
Grant Income			
ROSS Grant	\$ 480,000	\$ 38,130	8%
Total Grant Income	<u>480,000</u>	<u>38,130</u>	<u>8%</u>
Grant Expenses			
Service Coordinators	408,000	29,372	7%
Training Costs	12,000	2,812	23%
Administrative Costs	60,000	5,946	10%
Total Grant Expenses	<u>480,000</u>	<u>38,130</u>	<u>8%</u>
Net Income/(Deficit)	\$ -	\$ -	

DURHAM HOUSING AUTHORITY**Budget v. Actual Report****21st Century Enrichment Collaboration (Sept. 1, 2010 – Jun. 30, 2011)**

For the period ending March 31, 2011

	<u>Project Budget</u>	<u>Actual – Project Start to Date</u>	<u>% Expended</u>
Grant Income			
Grant Income	\$ 240,000	\$ -	0%
Total Grant Income	240,000	-	0%
Grant Expenses			
Supplies/Materials	5,500	103	2%
Salary – Director	46,350	20,572	44%
Salary – Supervisor of Director	5,000	3,500	70%
Salary – Instructional Support – Salaries	7,667	4,600	60%
Salary – Instructional Support – Contracts	75,600	54,930	73%
Employer's Worker's Comp Ins	1,107	1,100	99%
Employer's Hospitalization	8,343	1,631	20%
Employer's Retirement- Regular	3,245	322	10%
Employer's Soc Sec – Regular	3,546	1,578	45%
Employer's Life Insurance Cost	463	-	0%
Salary – Teachers	43,740	31,866	73%
Salary – Finance Officer	2,000	1,400	70%
Workshop Expense/Travel	1,000	-	0%
Transportation – Gas/Diesel Fuel	2,000	951	48%
Field Trips Youth Recognition	5,139	-	0%
Contracted Services	7,760	11,708	151%
Custodial/Housekeeping Services	18,000	16,200	90%
Telecommunications Services	3,540	2,370	67%
Total Grant Expenses	240,000	152,832	64%
Net Income/(Deficit)	\$ -	\$ (152,832)	

DURHAM HOUSING AUTHORITY
Capital Fund Program - 2010
For the period ending March 31, 2011

	Total Budget	Total Expended	Variance	% Expended	Total Obligated
AMP/Purpose					
McDougald Terrace	\$ 163,175	\$ -	\$ 163,175	-%	\$ -
Scattered Sites	30,600	-	30,600	-%	-
Oldham Towers	126,000	-	126,000	-%	-
Cornwallis Road	-	-	-	-	-
Liberty Street	5,000	-	5,000	-%	-
Club Blvd	264,310	-	264,310	-%	-
Hoover Road	75,000	-	75,000	-%	-
JJ Henderson Towers	108,125	-	108,125	-%	-
Morreene Road	19,551	-	19,551	-%	-
Damar Court	385,598	-	385,598	-%	-
Oxford Manor	236,255	-	236,255	-%	-
Forest Hills	11,550	-	11,550	-%	-
Laurel Oaks	-	-	-	-	-
PHA-Wide	853,249	594,249	259,000	70%	594,249
Administration	297,124	297,124	-	100%	297,124
Fees and Costs	395,708	2,885	392,823	1%	262,111
Subtotal CFP 2010	\$ 2,971,245	\$ 894,258	\$ 2,076,987	30%	\$ 1,153,484
Replacement Housing Factor	466,591	-	466,591	-%	-
Total CFP 2010	\$ 3,437,836	894,258	2,543,578	26%	1,153,484

Obligation Date: 7/14/2012

Obligated % = 34%

Completion Date: 7/14/2014

Expended % = 26%

DURHAM HOUSING AUTHORITY
Capital Fund Program - ARRA 2009
For the period ending March 31, 2011

	Total Budget	Total Expended	Variance	% Expended	Total Obligated
AMP/Purpose					
McDougald Terrace	\$ -	\$ 213,464	\$ (213,464)		\$ -
Scattered Sites	737,383	667,157	70,226	90%	737,383
Oldham Towers	9,868	12,125	(2,257)	123%	9,868
Cornwallis Road	284,000	303,274	(19,274)	107%	380,754
Liberty Street	224,600	396,170	(171,570)	176%	398,603
Club Blvd	364,145	273,799	90,346	75%	249,000
Hoover Road	482,232	457,932	24,300	95%	457,932
JJ Henderson Towers	96,387	-	96,387	-%	41,387
Morreene Road	15,000	125,806	(110,806)	839%	15,000
Damar Court	485,000	504,403	(19,403)	104%	726,900
Oxford Manor	498,238	159,613	338,625	32%	172,647
Forest Hills	-	27,207	(27,207)		-
Laurel Oaks	13,500	27,827	(14,327)	206%	13,500
PHA-Wide	621,598	-	621,598	-%	645,898
Administration	200,043	150,365	49,678	75%	200,043
Fees and Costs	325,503	277,168	48,335	85%	308,582
Total ARRA 2009	\$ 4,357,497	\$ 3,596,309	\$ 761,188	83%	\$ 4,357,497

Obligation Date: 3/17/2010

Obligated % = 100%

Completion Date: 3/17/2012

Expended % = 83%

DURHAM HOUSING AUTHORITY
Capital Fund Program - 2009
For the period ending March 31, 2011

	<u>Total Budget</u>	<u>Total Expended</u>	<u>Variance</u>	<u>% Expended</u>	<u>Total Obligated</u>
AMP/Purpose					
McDougald Terrace	\$ 796,418	\$ 154,996	\$ 641,422	19%	\$ 144,418
Scattered Sites	28,065	8,065	20,000	29%	10,855
Oldham Towers	17,534	17,534	-	100%	17,534
Cornwallis Road	91,993	91,993	-	100%	112,343
Liberty Street	34,249	34,249	-	100%	34,249
Club Blvd	40,853	40,853	-	100%	42,478
Hoover Road	27,995	27,995	-	100%	31,800
JJ Henderson Towers	458,638	28,638	430,000	6%	39,978
Morreene Road	541,145	119,711	421,434	22%	270,049
Damar Court	32,788	32,788	-	100%	32,788
Oxford Manor	93,454	93,454	-	100%	105,984
Forest Hills	8,825	8,825	-	100%	15,940
Laurel Oaks	14,494	14,494	-	100%	20,324
Morning Glory	-	-	-	-	31,350
PHA-Wide	368,257	114,455	253,802	31%	340,784
Administration	329,327	329,327	-	100%	329,327
Fees and Costs	409,238	-	409,238	-%	359,038
Subtotal	<u>3,293,273</u>	<u>1,117,377</u>	<u>2,175,896</u>	<u>34%</u>	<u>1,939,239</u>
Replacement Housing Factor	123,109	-	123,109	-%	123,109
Total CFP 2009	\$ 3,416,382	\$ 1,117,377	\$ 2,299,005	33%	\$ 2,062,348

Obligation Date: 9/15/2011

Obligated % = 60%

Completion Date: 9/15/2013

Expended % = 33%

DURHAM HOUSING AUTHORITY
Capital Fund Program - 2008
For the period ending March 31, 2011

AMP/Purpose	Total Budget	Total Expended	Variance	% Expended	Total Obligated
McDougald Terrace	\$ 122,735	\$ 208,520	\$ (85,785)	170%	\$ 122,735
Scattered Sites	37,534	18,922	18,612	50%	26,531
Oldham Towers	50,199	50,199	-	100%	50,199
Cornwallis Road	97,215	184,836	(87,621)	190%	97,215
Liberty Street	35,067	59,287	(24,220)	169%	35,067
Club Blvd	23,378	147,027	(123,649)	629%	159,888
Hoover Road	17,534	34,718	(17,184)	198%	17,534
JJ Henderson Towers	64,290	273,351	(209,061)	425%	328,290
Morreene Road	85,979	167,888	(81,909)	195%	99,525
Damar Court	450,630	254,635	195,996	57%	239,006
Oxford Manor	83,445	155,067	(71,622)	186%	83,445
Forest Hills	17,534	54,189	(36,655)	309%	17,534
Laurel Oaks	11,687	23,121	(11,434)	198%	11,687
Morning Glory	98,558	133,429	(34,871)	135%	98,558
PHA-Wide	779,858	-	779,858	-%	654,908
Management Improvements	259,000	158,914	100,086	61%	250,948
Administration	292,225	292,220	5	100%	292,225
Fees and Costs	395,387	31,793	363,594	8%	336,960
Subtotal	2,922,255	2,248,115	674,140	77%	2,922,255
Replacement Housing Factor	520,223	-	520,223	-%	520,223
Total CFP 2008	\$ 3,442,478	\$ 2,248,115	\$ 1,194,363	65%	\$ 3,442,478

Obligation Date: 6/13/2010

Obligated % = 100%

Completion Date: 6/13/2012

Expended % = 65%

DURHAM HOUSING AUTHORITY
Capital Fund Program - 2007
For the period ending March 31, 2011

AMP/Purpose	Total Budget	Total Expended	Variance	% Expended	Total Obligated
McDougald Terrace	\$ -	\$ -	\$ -		\$ -
Scattered Sites	548,290	323,282	225,008	59%	548,290
Oldham Towers	44,000	30,600	13,400	70%	44,000
Cornwallis Road	188,560	188,560	(0)	100%	188,560
Liberty Street	-	-	-		-
Club Blvd	5,502	5,502	0	100%	5,502
Hoover Road	373,787	344,218	29,569	92%	373,787
JJ Henderson Towers	543,483	536,221	7,262	99%	543,483
Morreene Road	-	-	-		-
Damar Court	134,134	176,118	(41,984)	131%	134,134
Oxford Manor	73,561	73,561	(0)	100%	73,561
Forest Hills	-	-	-		-
Laurel Oaks	-	-	-		-
PHA-Wide	-	-	-		-
Operations	640,283	640,283	-	100%	640,283
Management Improvements	438,604	387,366	51,238	88%	438,604
Administration	303,469	303,469	-	100%	303,469
Fees and Costs	723	558	165	77%	723
Subtotal	3,294,396	3,009,738	284,658	91%	3,294,396
Replacement Housing Factor	128,621	128,621	-	100%	128,621
Total CFP 2007	\$ 3,423,017	\$ 3,138,359	\$ 284,658	92%	\$ 3,423,017

Obligation Date: 9/12/2009

Obligation % = 100%

Completion Date: 9/12/2011

Expended % = 92%

DURHAM HOUSING AUTHORITY
Capital Fund Program - 2006
For the period ending March 31, 2011

	<u>Total Budget</u>	<u>Total Expended</u>	<u>Variance</u>	<u>% Expended</u>	<u>Total Obligated</u>
AMP/Purpose					
McDougald Terrace	\$ 13,127	\$ 13,127	\$ -	100%	13,127
Scattered Sites	176,636	176,636	-	100%	180,000
Oldham Towers	129,058	129,058	-	100%	133,187
Cornwallis Road	476,820	476,820	-	100%	517,072
Liberty Street	180,000	180,000	-	100%	180,000
Club Blvd	-	-	-	-	-
Hoover Road	-	-	-	-	-
JJ Henderson Towers	258,483	258,483	-	100%	258,482
Morreene Road	247,052	247,052	-	100%	267,052
Damar Court	87,656	87,656	-	100%	87,656
Oxford Manor	12,838	12,838	-	100%	12,838
Forest Hills	11,200	11,200	-	100%	11,200
Laurel Oaks	-	-	-	-	-
PHA-Wide	-	-	-	-	-
Operations	589,522	589,522	-	100%	589,522
Management Improvements	470,679	470,679	-	100%	416,098
Administration	202,921	202,921	-	100%	205,425
Fees and Costs	178,700	178,700	-	100%	163,033
Subtotal	<u>3,034,692</u>	<u>3,034,692</u>	<u>-</u>	<u>100%</u>	<u>3,034,692</u>
Replacement Housing Factor	127,575	127,575	-	100%	127,575
Total CFP 2006	<u>\$ 3,162,267</u>	<u>\$ 3,162,267</u>	<u>\$ -</u>	<u>100%</u>	<u>\$ 3,162,267</u>

Obligation Date: 7/18/2008

Obligation % = 100%

Completion Date: 7/18/2010

Expended % = 100%

DURHAM HOUSING AUTHORITY

HOPE VI Grant

For the period ending March 31, 2011

	Current Month	Project Budget	Actual – Project Start to Date	Variance Better/ (Worse)	% Expended
Grant Revenues					
HOPE VI Grant	\$ -	\$ 35,000,000	\$ 34,462,337	\$ 537,663	98%
Capital Fund Program	-	1,433,730	1,433,730	-	100%
Total Grant Revenues	-	36,433,730	35,896,067	537,663	99%
BLI # Grant Expenses					
1408 Management Improvements	6,026	4,355,116	4,312,358	42,758	99%
1410 Administration	7,593	2,101,641	2,208,502	(106,861)	105%
1430 Fees and Costs	-	6,618,271	7,251,023	(632,752)	110%
1440 Site Acquisition	-	5,125,547	4,605,014	520,533	90%
1450 Site Improvement	-	10,731,800	10,334,621	397,179	96%
1460 Dwelling Structures	-	5,138,645	5,238,049	(99,404)	102%
1470 Non-Dwelling Structures	-	20,014	20,014	-	100%
1475 Non-Dwelling Equipment	-	-	49,731	(49,731)	
1485 Demolition	-	1,395,888	1,397,502	(1,614)	100%
1495 Relocation	-	946,808	1,007,292	(60,484)	106%
Total Grant Expenses	\$ 13,619	\$ 36,433,730	\$ 36,424,106	\$ 9,624	100%

EDGEMONT ELMS HOUSING, INC.
 Budget v. Actual Report
 Edgemont Elms Apartments
 For the period ending March 31, 2011

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 93,621	\$ 93,621	\$ -	100%	\$ 851
Less: Vacancy Loss	(38,826)	(29,055)	(9,771)	134%	(353)
Net Dwelling Rental	54,795	64,566	(9,771)	85%	498
Other Income	1,471	1,391	80	106%	13
Interest on Investments	44	-	44		0
Total Operating Income	56,310	65,957	(9,647)	85%	512
Operating Expenses					
Administrative Salaries	6,836	6,685	(151)	102%	62
Other Administrative	2,906	2,471	(435)	118%	26
Utilities	7,317	9,668	2,351	76%	67
Maintenance Salaries	60	-	(60)		1
Maintenance Materials	3,035	1,449	(1,586)	209%	28
Maintenance Contracts	30,717	11,736	(18,981)	262%	279
Interest Expense	10,083	8,864	(1,219)	114%	92
General Expense	16,874	17,558	684	96%	153
Property Management Fees	3,836	4,519	683	85%	35
Total Operating Expenses	81,664	62,950	(18,714)	130%	742
Net Operating Income/(Deficit)	(25,354)	3,007	(28,361)	(843%)	(230)
Debt Service (Principal)					
First Mortgage	9,927	10,578	651	94%	90
Second Mortgage	11,901	11,901	-	100%	108
Third Mortgage	-	-	-		-
Total Debt Service	21,828	22,479	651	97%	198
Net Income/(Deficit)	\$ (47,182)	\$ (19,472)	\$ (27,710)	242%	\$ (429)

Variance Information

Other Administrative – staff is reviewing with property management

Maintenance Materials – staff is reviewing.

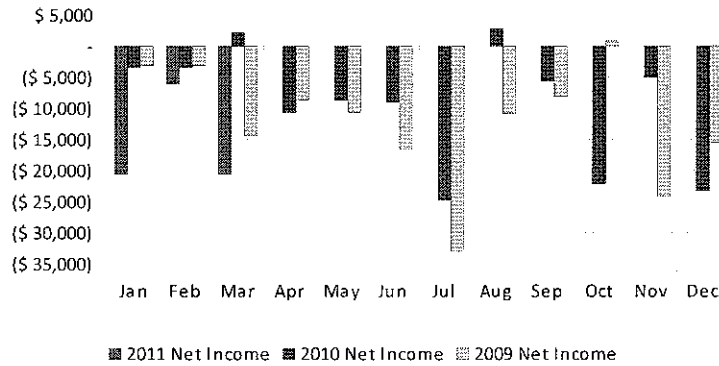
Maintenance Contracts – staff is reviewing.

Interest Expense – it appears this is a timing issue related to entries for interest, although staff is still reviewing the matter.

Edgemont Elms Housing, Inc.
 Monthly Income v. Expenses

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Operating Income	11,828	26,273	18,209									
Operating Expenses	21,780	21,676	28,125									
Debt Service	10,637	10,637	10,637									
2011 Net Income	(20,589)	(6,040)	(20,553)	-	-	-	-	-	-	-	-	-
2010 Net Income	(3,438)	(3,438)	2,215	(10,655)	(8,719)	(8,983)	(24,782)	2,733	(5,683)	(22,140)	(5,052)	(23,250)
2009 Net Income	(3,129)	(3,129)	(14,459)	(8,646)	(10,644)	(16,644)	(33,014)	(10,856)	(8,089)	806	(24,159)	(15,505)

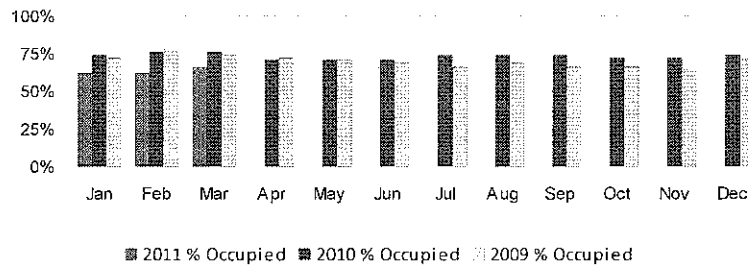
Edgemont Elms Housing, Inc.
 2011 Monthly Income/(Deficit)
 with 2010 and 2009 Comparative Data



Edgemont Elms Housing, Inc.
 Occupancy Data

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Units Available	58	58	58										174
Units Leased	36	36	38										110
2011 % Occupied	62%	62%	66%										63%
2010 % Occupied	74%	76%	76%	71%	71%	71%	74%	74%	74%	72%	72%	74%	73%
2009 % Occupied	72%	78%	74%	72%	71%	69%	66%	69%	66%	66%	64%	71%	70%

Edgemont Elms Housing, Inc.
 2011 Occupancy Rates By Month



Edgemont Elms Housing, Inc.
 Budget v. Actual Report
 Edgemont Elms Redevelopment Project
 For the period ending March 31, 2011

	YTD Actual	Project Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)
Sources of Funds				
RHF Funds	\$ -	\$ 643,332	\$ (643,332)	-%
Turnkey III Funds	-	1,600,000	(1,600,000)	-%
Deferred Developer Fee	-	110,836	(110,836)	-%
Bond/Other DHA Funds	-	50,000	(50,000)	-%
Total Sources of Funds	-	2,404,168	(2,404,168)	-%
Uses of Funds				
Contingency	-	116,568	116,568	-%
Residential Rehabilitation	-	1,454,971	1,454,971	-%
Builder's Gen. Req.	-	83,262	83,262	-%
Builder's Overhead	-	33,305	33,305	-%
Builder's Profit	-	83,262	83,262	-%
Site Improvements	-	226,939	226,939	-%
Office Space/Model	-	25,525	25,525	-%
Appraisal	-	4,000	4,000	-%
Architect/Eng. Fees	-	119,000	119,000	-%
Environ. Assess./Testing/Clean.	-	8,000	8,000	-%
Market Study	-	3,500	3,500	-%
Appliances	-	60,000	60,000	-%
PHA Legal	-	25,000	25,000	-%
Developer Fee	-	110,836	110,836	-%
Oper. Reserve Deposit	-	3,400	3,400	-%
Relocation Expenses	-	46,600	46,600	-%
Total Uses of Funds	-	2,404,168	2,404,168	-%
Variance Information				

PREISS-STEELE PLACE HOUSING, INC.
Budget v. Actual Report
Preiss-Steele Place
For the period ending March 31, 2011

	YTD Actual	YTD Budget	YTD Variance Better/ (Worse)	% YTD (Actual/ Budget)	YTD PUM
Operating Income					
Gross Potential Rent	\$ 141,632	\$ 141,632	\$ -	100%	\$ 914
Less: Vacancy Loss	(36,688)	(38,880)	2,192	94%	(237)
Net Dwelling Rental	104,944	102,752	2,192	102%	677
Other Income	2,169	2,162	7	100%	14
Interest on Investments	38	-	38		0
Total Operating Income	107,151	104,914	2,237	102%	691
Operating Expenses					
Administrative Salaries	4,390	4,613	223	95%	28
Other Administrative	4,174	4,651	477	90%	27
Utilities	17,085	17,807	722	96%	110
Maintenance Salaries	46	-	(46)		0
Maintenance Materials	3,787	3,555	(232)	107%	24
Maintenance Contracts	53,944	15,869	(38,075)	340%	348
Interest Expense	20,822	20,481	(341)	102%	134
General Expense	8,106	7,471	(635)	108%	52
Property Management Fees	7,346	7,193	(153)	102%	47
Total Operating Expenses	119,700	81,640	(38,060)	147%	772
Net Operating Income/(Deficit)	(12,549)	23,274	(35,823)	(54%)	(81)
Debt Service (Principal)					
First Mortgage	8,916	9,232	316	97%	58
Second Mortgage	16,674	16,674	-	100%	108
Third Mortgage	1,740	1,001	(739)	174%	11
Total Debt Service	27,330	26,907	(423)	102%	176
Net Income/(Deficit)	\$ (39,879)	\$ (3,633)	\$ (36,246)	1098%	\$ (257)

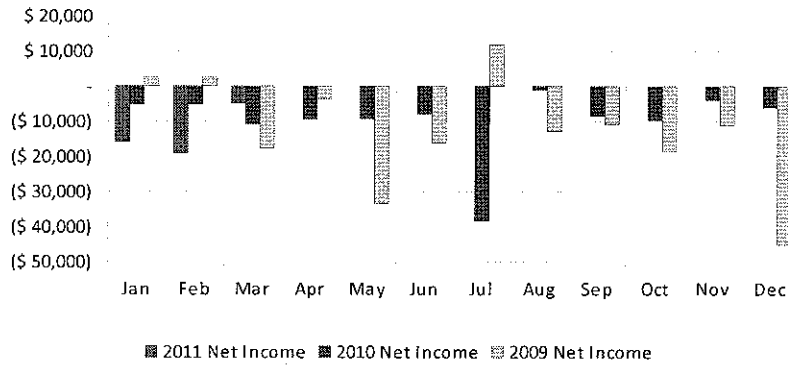
Variance Information

Maintenance Contracts – expenses related to termite treatment incurred; staff reviewing to determine whether this should have been funded with replacement reserves. The property also incurred unanticipated expenses in securing assets (e.g. piping) due to thefts at the property. It is anticipated insurance proceeds should offset much of this expense.

Preiss-Steele Place Housing, Inc.
Monthly Income v. Expenses

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Operating Income	35,187	36,341	35,623									
Operating Expenses	34,983	39,369	24,526									
Debt Service	16,050	16,051	16,051									
2011 Net Income	(15,846)	(19,079)	(4,954)									
2010 Net Income	(5,100)	(5,100)	(10,842)	(9,335)	(9,286)	(7,910)	(38,226)	(1,013)	(8,444)	(9,623)	(3,879)	(5,997)
2009 Net Income	2,661	2,661	(17,592)	(3,638)	(33,393)	(16,065)	11,885	(12,855)	(10,701)	(18,534)	(11,070)	(45,114)

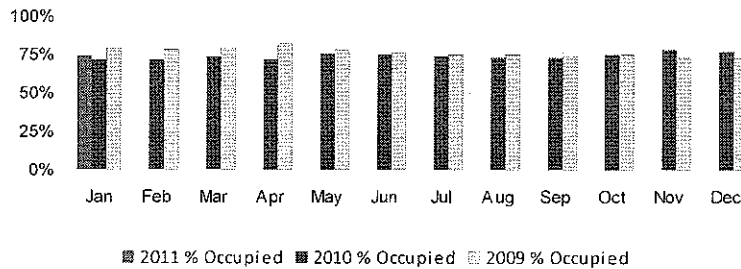
Preiss-Steele Place Housing, Inc.
2011 Monthly Income/(Deficit)
with 2010 and 2009 Comparative Data



Preiss-Steele Place Housing, Inc.
Occupancy Data

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Units Available	102	102											204
Units Leased	75	80											155
2011 % Occupied	74%	78%											76%
2010 % Occupied	72%	72%	74%	72%	75%	75%	74%	73%	73%	75%	78%	77%	74%
2009 % Occupied	79%	78%	79%	82%	78%	76%	75%	75%	74%	75%	73%	73%	76%

Preiss-Steele Place Housing, Inc.
2011 Occupancy Rates By Month



MINUTES OF REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF DURHAM
330 EAST MAIN STREET
DURHAM, NORTH CAROLINA
MARCH 23, 2011

AGENDA ITEM I

Call to Order

The regular meeting was called to order by the Chairman, Thomas M. Niemann, at 5:30 p.m.

Present:

David J. Haley
Barbara F. Lofton
Gloria M. Nottingham
George K. Quick
John S. Ramsey
Isaac A. Robinson

Absent:

None

Staff Present:

Dallas J. Parks	Clintess Johnson
Tammy Atkins	Kelvin Macklin
Jean Bolduc	Shannon McLean
Jeff Causey	Willie "Sonny" McMahand
Brenda Edwards	Sabrina Sinegal
Vickie Ellis	Rhega Taylor

Also Present:

Eric Pristell, The Banks Law Firm

A quorum was present, and due notice had been published.

AGENDA ITEM II

Comments from the Public

There were none.

AGENDA ITEM III

Additions to the Agenda

- Financial reports for January and February 2011
- Revised Agenda Item #6 – Board to Consider and Approve Resolution Approving Selection of Lawn Care Contractors

AGENDA ITEM IV

Deletions from the Agenda

There were none.

AGENDA ITEM V

Informational Items

Chief Executive Officer's (CEO) Report

The report was contained in the Board package.

HUD Procurement Log

The CEO informed the Board that he had not received a response from HUD regarding the status of the review/approval of the Procurement Policy amendments submitted on February 28, 2011.

HCV Utilization and Spending Report

No additional information reported by the CFO at this meeting.

Financial Report for February 28, 2011

The CFO provided a summary of the February 2011 financial report, which is made a part of these minutes.

Durham Housing Conference

The corporate communications director said the Housing Conference is scheduled for June 15, 2011, and will be held at the Sheraton Imperial Hotel at Research Triangle Park. All individuals contacted have responded very positively to the agency's effort to present a conference to discuss high level policy issues surrounding housing, education, job training and transportation and how they work together.

The corporate communications director distributed to board members the following materials about the Housing Conference: promotional cards, draft conference agenda and program grid spreadsheet with contact information for all panelists.

The website for the event is expected to launch on April 4, and this will be used as the primary mechanism for putting information out for conferees, panelists, moderators and guest speakers.

Addition information:

- June 14 – VIP Reception at Sheraton Imperial Hotel, 4-7 p.m.
- Master of Ceremonies – Anthony Wilson, WTVD Anchor
- Greetings – Tom Niemann on behalf of Board of Commissioners
- Welcome – William V. “Bill” Bell, Mayor of Durham
- Keynote Address – Chris Estes, Executive Director, NC Housing Coalition
- Luncheon Address, Tim Kaiser, Executive Director, Public Housing Authorities Directors Association (PHADA)
- Board of Commissioners will be a moderator or panelist
- Conference fee- \$49 (to cover the expense of food for breakfast/lunch)
- Room Rate - \$89/ night
- From the website one will be able to: review conference materials, suggested readings and related material that might be valuable to conferees, register and pay conference fee on line, click through to hotel and make reservations on special page for the Sheraton Hotel
- Sheraton Hotel is working with DHA to make arrangements for sponsorships for various expenses it might incur including the wine/cheese reception, etc.
- Convention and Visitors Bureau assisting with hotel and other arrangements

The corporate communications director said Board members will receive updates periodically about the Housing Conference.

2011 NAHRO Legislative Conference

Commissioners Haley, Niemann, Robinson and the CEO will attend NAHRO’s 2011 Legislative Conference on March 27-30, in Washington, D.C.

The corporate communications director provided members of the Board with a brochure containing key housing issues for NC Legislators. This document will be distributed while meeting with the offices of Senators Hagan, Burr and Congressman Price on Tuesday, March 29.

AGENDA ITEM VI

Action Items

ACTION 1 – Minutes – Board of Commissioners Regular Meeting Held February 23, 2011

On motion of Commissioner Quick, seconded by Commissioner Ramsey, the minutes of the regular meeting, held February 23, 2011, were approved as distributed.

ACTION 2 – Committee Reports

Finance

The committee met on March 9, 2011, at 5:20 p.m., and the minutes were made a part of the Board package.

Commissioner Quick highlighted the following:

- Commitment letter from Mechanics & Farmers Bank (M&F)

At the February Board meeting the CFO presented a proposal from M&F Bank about the refinancing for the Edgemont Elms First Mortgage. He said the feedback received was that “DHA is taking on too much risk from what M&F had proposed.”

The CFO negotiated further with M&F Bank and discussed an attempt to put a structure in place to get a firm commitment on an interest rate once the temporary loan is over (in 35 months) or to put a structure in place to start paying principal and interest. He said M&F Bank did not want to pursue either of the options.

The CFO said the next matter discussed with M&F was if they could put something in place with a floor/ceiling and then possibly connecting whatever the interest rate will be to some type of index (Treasuries, etc.). Personnel from M&F Bank advised the CFO that they could not put anything in place, as far as a floor or ceiling, but were open to tying it to some type of index which would have to be negotiated at the end of the 35 months. He said this would leave the agency at the same place that it was last month (assuming all the risks related to changes in interest rates between now and three years from now).

The CFO said M&F Bank provided DHA a letter that basically just changed the deadline to accept. The original offer letter expired on March 15 and M&F Bank revised the date to extend the time for the Housing Authority to accept or decline. The CFO said the Board was given a copy of the revised letter from M&F, which is an agenda item for the Edgemont Elms Housing, Inc. Board to consider (whether to accept the offer from M&F Bank or not).

Commissioner Quick said, “In looking at this, it seems like we are no better off but we are running out of time to some degree. I think this is really not acceptable. I think we ought to be able to go out in the market place and find something that would give us some longer protection and not put all the risk on us going forward. I guess my position would be that we probably will have to go ahead and deal with this, but it would be my recommendation that we immediately send out or start to negotiate with someone else that would provide us with the type of facility that we need, on a long term basis, and talk to them in terms of that and our total banking relationship. I just believe that when you have a relationship with a bank, you put your money in, you have your operating account that somehow or another you are a little bit committed to that institution and they ought to, in some way, show some kind of commitment to you. I don’t think that this

commitment shows that, and I think we have gone back and asked and we just need to see if this is something that we have to take and the only way you do that is to move forward and see what the market will offer you.”

Commissioner Ramsey said, “I would concur with that and since there is no commitment fee that we just start shopping immediately, but go ahead and get going. We need to move but just assume that we are going to replace it with a properly structured loan that is more advantageous to the Housing Authority.”

There being no additional comments or questions Commissioner Quick made a motion to accept the Finance Committee’s report, which motion was seconded by Commissioner Ramsey and unanimously carried by the Board.

Development

The committee met on March 10, 2011, at 12:10 p.m., and the minutes were made a part of the Board package.

The CEO said a status report was provided regarding ongoing activities which included the 37 units. The administration is working with the City and the Community Development Organization (CHDO) to get this started. The administration has had meetings with the City and the CHDO, and the City is going to restructure the way that it disburses the \$450,000 in home funds so that the agency will have enough money to build the units. The City has agreed to do this and will take it to the City Council in May 2011.

The CEO conveyed to the Board that the Choice Neighborhoods Initiative grants were awarded and DHA was not one of the recipients. One hundred eighteen applications and 17 planning grants were awarded; two in North Carolina (Wilmington and Salisbury but not full grants). The CEO said the Board had authorized the administration to continue with a scaled-down version of the process to begin planning in preparation for applying for a possible implementation grant (approximately \$30 million) next year and it is preparing to do this. The goal is to start the planning process now and be ready to respond to a Notice of Funding Availability for next year. The Board has authorized the funding required to do this.

There being no additional comments or questions Commissioner Ramsey made a motion to accept the Development Committee’s report, which motion was seconded by Commissioner Lofton and unanimously carried by the Board.

ACTION 3 – Board to Consider and Approve Resolution Authorizing the Write-off of Conventional Housing Collection Losses for the Period Ending January 31, 2011

After review, discussion and consideration, the chairman introduced the following resolution:

RESOLUTION NO. 3162

RESOLUTION AUTHORIZING THE WRITE-OFF OF CONVENTIONAL HOUSING COLLECTION LOSSES FOR THE PERIOD ENDING JANUARY 31, 2011

WHEREAS, the Housing Authority of the City of Durham has determined that it has exerted all efforts to collect monies owed from former residents; and

WHEREAS, the property management staff has notified each former resident of the amount owed; and

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development require a housing authority to write off any and all monies owed that cannot be collected.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approves the write-off of rents, utilities, repair charges, and late fees owed as per the listing of delinquent accounts shown in the amount of **\$12,316.35** for the period ending January 31, 2011.

This resolution shall take effect immediately.

Done this 23rd day of March 2011.

Commissioner Ramsey moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Quick and unanimously carried by the Board. The "Ayes" and "Nays" were as follows:

AYES

David J. Haley
Barbara F. Lofton
Thomas M. Niemann
Gloria M. Nottingham
George K. Quick
John S. Ramsey
Isaac A. Robinson

NAYS

None

The chairman thereupon declared said motion carried and said resolution adopted.

ACTION 4 – Board to Consider and Approve Resolution Authorizing the Write-off of Affordable Housing Collection Losses for the Period Ending January 31, 2011

After review, discussion and consideration, the chairman introduced the following resolution:

RESOLUTION NO. 3163

RESOLUTION AUTHORIZING THE WRITE-OFF OF AFFORDABLE HOUSING COLLECTION LOSSES FOR THE PERIOD ENDING JANUARY 31, 2011

WHEREAS, the Housing Authority of the City of Durham has determined that it has exerted all efforts to collect monies owed from former residents, and

WHEREAS, the property management staff has notified each former resident of the amount owed; and

WHEREAS, the Board requires the Housing Authority of the City of Durham to write off any and all monies owed that cannot be collected.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approve the write-off of rents, utilities, repair charges, and late fees owed as per the listing of delinquent accounts shown in the amount of **\$14,007.28** for the period ending January 31, 2011.

This resolution shall take effect immediately.

Done this 23rd day of March 2011.

Commissioner Quick moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Ramsey and unanimously carried by the Board. The "Ayes" and "Nays" were as follows:

AYES

David J. Haley
Barbara F. Lofton
Thomas M. Niemann
Gloria M. Nottingham
George K. Quick
John S. Ramsey
Isaac A. Robinson

NAYS

None

The chairman thereupon declared said motion carried and said resolution adopted.

ACTION 5 – Board to Consider and Approve Budget Amendment 2011-006 Master Planner Consultant Expenses

Commissioner Lofton made a motion to approve Budget Amendment 2011-006 – Master Planner Consultant Expenses, which motion was seconded by Commissioner Quick and unanimously carried by the Board.

ACTION 6 – Board to Consider and Approve Resolution Approving Selection of Lawn Care Contractors

After review, discussion and consideration, the chairman introduced the following resolution:

RESOLUTION NO. 3164

RESOLUTION APPROVING SELECTION OF LAWN CARE CONTRACTORS

WHEREAS, the Housing Authority of the City of Durham retains independent contractors to provide lawn care services for its properties; and

WHEREAS, the Housing Authority of the City of Durham is required to maintain the lawns and landscaping at all of its properties; and

WHEREAS, current contracts with these vendors expired in November 2010; and

WHEREAS, the Housing Authority of the City of Durham issued a Request for Proposals for interested vendors to provide these services consistent with internal procurement policies, State laws, and Federal rules and regulations; and

WHEREAS, the Housing Authority of the City of Durham received proposals on March 8, 2011, from several interested lawn care service providers and thereafter evaluated those proposals,

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham finds as follows:

1. That contracts be awarded, upon successful negotiation, with the following vendor(s): Davis Landscape, LTD, Professional Lawn Care, and Ramos Landscaping, at the prices and for the locations as specified in Attachment A to the Resolution;
2. That, consistent with 24 CFR 85.36(b)(9) Procurement Standards, the Housing Authority of the City of Durham maintains records sufficient to detail the significant history of the procurement, including the basis for the selection and contract prices;
3. That the Chief Executive Officer is hereby directed to execute all contracts or other documents necessary to effectively award this contract;
4. That this approval is contingent upon approval by the Greensboro Field Office of the U.S. Department of Housing and Urban Development;
5. That this Resolution shall take effect immediately.

Done this 23rd day of March 2011.

Commissioner Robinson moved that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Ramsey and unanimously carried by the Board. The "Ayes" and "Nays" were as follows:

AYES

David J. Haley
Barbara F. Lofton
Thomas M. Niemann
Gloria M. Nottingham
George K. Quick
John S. Ramsey
Isaac A. Robinson

NAYS

None

The chairman thereupon declared said motion carried and said resolution adopted.

Commissioner Ramsey made a motion to recess the Housing Authority meeting, which motion was seconded by Commissioner Quick and unanimously carried by the Board.

The DHA meeting was reconvened. Commissioner Robinson made a motion to go into closed session to discuss an employee-related matter, which motion was seconded by Commissioner Quick and unanimously carried by the board.

Commissioner Robinson made a motion to emerge from closed session, which motion was seconded by Commissioner Ramsey and unanimously carried by the Board.

The chairman said no action was taken in closed session.

There being no further business before the meeting, it was on motion duly made and seconded adjourned at 8:25 p.m.

Chairman

ATTEST:

(SEAL)

Secretary

Durham Housing Authority
Durham, NC

MINUTES OF THE FINANCE COMMITTEE
April 13, 2011

Attendees: John Ramsey, Committee Member
Eric Pristell, The Banks Law Firm
Dallas J. Parks, CEO
Willie "Sonny" McMahand, COO
Jeffrey G. Causey, CFO

The meeting was called to order by Mr. Ramsey at 5:17 p.m.

Flat Rent Changes

Mr. McMahand presented materials and a draft Resolution to be taken to the Board at the April meeting concerning changes to the flat rent schedule. The Authority is required to update the flat rent schedule on a periodic basis. The last update was in 2007. For this update, the Authority retained a firm to prepare the schedule. Unlike previous years, the flat rents are being established at the AMP level instead of Authority-wide.

Affordable Housing Properties Loan Update

Mr. Causey updated the Committee members on the status of the loans related to the affordable housing properties, Edgemont Elms and Preiss-Steele Place. Staff is in the process of getting the M&F Bank commitment letter executed for the Edgemont Elms first mortgage. In addition, a dialogue has been initiated with Wells Fargo regarding possible finance solutions.

Documentation has been submitted to the City regarding the modifications to the second mortgage at Edgemont and the issue is currently on track to be considered at the May City Council meeting. The City is considering a request to move forward on the Preiss-Steele Place mortgage as well in spite of some unknown factors.

HUD Greensboro Reviews

Mr. Causey presented an update regarding reviews of procurements by the HUD Greensboro office.

HCV Utilization Report

Mr. Causey provided the April 2011 report.

Other Business

Mr. Causey and Mr. Parks provided information regarding H.R. 1473 (the budget deal) and the projected impact on the Authority. Based on information provided by NAHRO, it appears the Authority will lose \$278,852 in funding for HCV Admin, \$522,705 in operating subsidy funding, \$118,850 in funding provided to the AMPs for management improvements through the Capital Fund Program, and \$7,587 in CFP Admin fees provided to the Central Office Cost Center. This is a total loss to the Authority in the

amount of \$877,994 for operations (additional funds will be lost for capital improvements).

NAHRO is working on a request for waivers from the HUD Secretary which may reduce the amount of loss.

There being no further business, the meeting was adjourned at approximately 5:38 p.m.

The next committee meeting is set for Wednesday, May 11, 2011, at 5:15 p.m.

Respectfully submitted,

Jeffrey G. Causey

Durham Housing Authority
Durham, NC

MINUTES OF THE DEVELOPMENT COMMITTEE

April 10, 2011

Attendees: David Haley, Committee Member
Eric Pristell, Attorney
Jack Preiss, Citizen
Dallas Parks, CEO
Jeffrey Causey, CFO
Sonny McMahan, COO
Tammy Atkins, Senior Property Manager
Vickie Ellis, Capital Improvements/Strategic Plan Administrator
Shannon McLean, Director of Development/Real Estate Strategies
Brenda Tillman, Program Specialist for Development/Real Estate Strategies
Theresa Hopkins, Administrative Assistant for Development/Real Strategies

The meeting was called to order by Mr. Haley at 12:07 p.m.

Public Comments:

Mr. Preiss expressed concern about the Continuum of Care grant application process and stated the steps he has taken to make HUD aware of his concern. He also talked briefly about the Southside/ Rolling Hills project.

Edgemont Elms

A pre-bid conference and site tour was held with over 30 people in attendance, representing 17 agencies. An update regarding the project schedule was provided. The bid opening is scheduled for April 28th.

The City will take an Agenda Item before City Council regarding the loan modification. This item will be discussed at the May 5th Work Session and will go before City Council on May 16th for approval. The agency is requesting that the loan be deferred until the renovation is completed and the units are occupied (2014).

1010 Worth Street

This is a vacant boarded-up house owned by the agency in which staff previously recommended applying for City funds to assist with the rehabilitation of the property. However, some of the Development Committee members felt that it was too costly to renovate the house and requested that staff have an appraisal completed. The improved appraised value of the property is \$125,000, which includes increasing the square footage of the house from 800 to 1,210 square feet. Staff will make a recommendation to the CEO regarding this property.

HOPE VI

Four parcels were sold to Habitat for Humanity and Scientific Properties; the agency received over \$40,000 in net sales proceeds. The proceeds will be used to pay for re-platting the HOPE VI homeownership lots.

The Regulatory and Operating Agreements are being amended because DHA is currently paying out more operating subsidy than it is receiving from HUD. The amendments to the Regulatory and Operating Agreements will prevent this from occurring.

Mr. Parks stated that TCB has requested permission to use some of the reserves to address housing related concerns. DHA has requested additional information but has not received all of it yet.

The City and Metropolitan Housing Community Development Corporation (MHCDC) will take an item to City Council to amend the current Home Investment Partnerships Program (HOME) financing structure. HOME Funds in the amount of \$450,000 have been awarded to assist with the development of the initial four houses in the HOPE VI homeownership phase. With the current agreement, the City agreed to provide \$45,000 per house and MHCDC would provide \$60,000. However, based on the construction cost this leaves a cost-to-build gap. The City will present a request to Council to alleviate this gap. The City Council Work Session is scheduled for May 5th and the City Council meeting is May 16th. The plan is to build and pre-sale four houses to start the project. Staff will meet with MHCDC and other organizations to assist with the pre-sale of the homes.

Preiss-Steele Place

Staff is currently working on a strategy to increase the occupancy rate at Preiss Steele Place, as well as the renovation. The strategy includes marketing the property, opening the office on Saturdays, establishing a model unit, and converting some of the units to project-based Section 8. In addition, staff will identify a renovation strategy.

Development Strategies

Staff has developed a process for evaluating all of its public and affordable housing communities. This evaluation process includes what should be done with each property based upon established evaluation criteria. After the process has been completed, staff will make recommendations to the CEO.

McDougald Terrace

A Gantt chart was provided, which identifies the steps that will be taken to solicit for a Master Planner to develop a Neighborhood Transformation Plan and to prepare the Plan. The Request for Qualifications is currently being advertised.

DVI Website

Staff is working with the Corporate Communications Director to establish a web site for Development Ventures Incorporated.

Other

Staff submitted requested information to the North Carolina Housing Finance Agency for the Goley Pointe grant application. Funding announcements will be made in May.

The meeting was adjourned at 12:27 p.m. The next committee meeting is scheduled for Thursday, May 12, 2011, at 12:00 p.m.

Respectfully submitted,

Shannon McLean

HOUSING AUTHORITY OF THE CITY OF DURHAM

MEMORANDUM

TO: Board of Commissioners

FROM: Dallas J. Parks, Chief Executive Officer

DATE: April 27, 2011

SUBJECT: Resolution Authorizing the Write-Off of Conventional Housing Collection Losses for the Period Ending February 28, 2011

I. STATEMENT OF ISSUE

Durham Housing Authority (DHA) requires that vacated tenant account balances be written off monthly for public housing residents.

II. BACKGROUND

The attached Collection Loss Report represents the total amount of losses from all Conventional Housing programs administered by DHA. The amounts to be written off by Asset Management Project (AMP) for period ending February 28, 2011, are as follows:

2011 PUBLIC HOUSING WRITE-OFFS BY AMP

Period Ending February 28, 2011

AMP#	Community	Budget	Amount Written-off YTD	Current Write-off	New Total	% of Budget Used After Current Write-off is Applied
001 & 002	McDougald Terrace	\$47,000.00	\$1,869.52	\$7,736.68	\$9,608.20	20%
003	Scattered Sites	\$700.00	\$647.00	\$0.00	\$647.00	92%
004	Oldham Towers	\$10,000.00	\$0.00	\$1,035.00	\$1,035.00	10%
005	Cornwallis Road	\$25,683.00	\$5,954.23	\$567.30	\$6,521.53	25%
006	Liberty Street	\$18,000.00	\$0.00	\$2,206.82	\$2,206.82	12%
007	Club Blvd	\$1,255.00	\$0.00	\$823.44	\$823.44	66%
008	Hoover Road	\$11,600.00	\$1,718.15	\$395.20	\$2,113.35	18%
009	JJ Henderson	\$3,000.00	\$0.00	\$63.00	\$63.00	2%
010	Morreene Road	\$13,000.00	\$1,278.00	\$213.48	\$1,491.48	11%
011	Damar Court	\$5,925.00	\$0.00	\$0.00	\$0.00	0%
012	Oxford Manor	\$14,000.00	\$849.45	\$3,973.04	\$4,822.49	34%
014	Forest Hill Heights	\$1,600.00	\$0.00	\$0.00	\$0.00	0%
015	Laurel Oaks	\$0.00	\$0.00	\$0.00	\$0.00	0%
	TOTAL	\$151,763.00	\$12,316.35	\$17,015.96	\$29,332.31	19%

III. RECOMMENDATION

It is recommended that the Board of Commissioners consider and approve the write-off of collection losses in the amount of **\$17,015.96** for Conventional Housing.

RESOLUTION NO. _____**RESOLUTION AUTHORIZING THE WRITE-OFF OF CONVENTIONAL HOUSING COLLECTION LOSSES FOR THE PERIOD ENDING FEBRUARY 28, 2011**

WHEREAS, the Housing Authority of the City of Durham has determined that it has exerted all efforts to collect monies owed from former residents; and

WHEREAS, the property management staff has notified each former resident of the amount owed; and

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development require a housing authority to write off any and all monies owed that cannot be collected.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approves the write-off of rents, utilities, repair charges, and late fees owed as per the listing of delinquent accounts shown in the amount of **\$17,015.96** for the period ending February 28, 2011.

This resolution shall take effect immediately.

Done this 27th day of April 2011.

RECORDING OFFICER'S CERTIFICATION

I, Dallas J. Parks, the duly appointed Secretary of the Housing Authority of the City of Durham, do hereby certify that this resolution was properly adopted at the regular meeting of the Board of Commissioners of the Housing Authority of the City of Durham held on April 27, 2011.

(SEAL)

BY: _____
Dallas J. Parks, Secretary

COLLECTION LOSSES
February 2011

PUBLIC HOUSING	ACCT.#	MOVE OUT DATE	MONTHLY RENT	SECURITY DEPOSIT	ACTIVE RENT	RAR	UTILITIES	REPAIR CHARGES	COURT COSTS	LATE FEES	TO BE CHARGED OFF	REASONS FOR VACATING
MCDUGALD												
Site Manager:	267	2/21/2011	\$50.00	-\$300.00	\$142.00	\$1,342.28	\$0.00	\$350.00	\$126.00	\$45.00	\$1,705.28	Non-payment of rent
	463	2/21/2011	\$307.00	-\$300.00	\$899.42	\$5.58	\$0.00	\$300.00	\$126.00	\$45.00	\$1,066.00	Non-payment of rent
	489	2/21/2011	\$160.00	-\$297.26	\$446.00	\$1,729.44	\$19.62	\$350.00	\$126.00	\$45.00	\$2,418.80	Non-payment of rent
	558	2/21/2011	\$324.00	-\$300.00	\$900.00	\$1,102.00	\$55.60	\$605.00	\$126.00	\$60.00	\$2,548.60	Non-payment of rent
TOTAL			\$841.00	-\$1,197.26	\$2,377.42	\$4,179.30	\$75.22	\$1,605.00	\$504.00	\$195.00	\$7,738.68	
SCATTERED SITES												
Site Manager:	NONE											
Cynthia Watkins												
TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
OLDHAM TOWERS												
Site Manager:	1561	2/21/2011	\$326.00	-\$300.00	\$904.00	\$0.00	\$0.00	\$300.00	\$86.00	\$45.00	\$1,035.00	Non-payment
Cheryle Roberts												
TOTAL			\$326.00	-\$300.00	\$904.00	\$0.00	\$0.00	\$300.00	\$86.00	\$45.00	\$1,035.00	
CORNWALLIS RD												
Site Manager:	691	2/14/2011	\$192.00	\$0.00	\$97.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$97.50	deceased
	785	2/18/2011	\$663.00	-\$300.00	\$638.80	\$0.00	\$0.00	\$0.00	\$86.00	\$45.00	\$469.80	to take care of father
Donald Powell												
TOTAL			\$855.00	-\$300.00	\$736.30	\$0.00	\$0.00	\$0.00	\$86.00	\$45.00	\$667.30	
LIBERTY STREET												
Site Manager:	1785	2/22/2011	\$428.00	\$0.00	\$1,171.00	\$0.00	\$15.55	\$298.38	\$126.00	\$45.00	\$1,655.93	Non-payment
	1817	2/21/2011	\$93.00	-\$101.00	\$278.00	\$0.00	\$7.15	\$48.74	\$212.00	\$105.00	\$550.89	Non-payment
Cheryle Roberts												
TOTAL			\$521.00	-\$101.00	\$1,450.00	\$0.00	\$22.70	\$347.12	\$338.00	\$150.00	\$2,206.82	
CLUB BLVD.												
Site Manager:	1429	2/22/2011	\$266.00	-\$250.00	\$622.00	\$0.00	\$0.00	\$300.00	\$126.00	\$25.44	\$823.44	Padlocked
Pam Davis												
TOTAL			\$266.00	-\$250.00	\$622.00	\$0.00	\$0.00	\$300.00	\$126.00	\$25.44	\$823.44	
HOOVER ROAD												
Site Manager:	2590	2/22/2011	\$50.00	-\$100.00	\$42.00	\$0.00	\$26.40	\$381.80	\$0.00	\$45.00	\$395.20	Lease termination-1strike
Cheryle Roberts												
TOTAL			\$50.00	-\$100.00	\$42.00	\$0.00	\$26.40	\$381.80	\$0.00	\$45.00	\$395.20	
JJ HENDERSON												
Site Manager:	2229	2/3/2011	\$201.00	-\$150.00	\$213.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.00	DEATH
Cynthia Watkins												
TOTAL			\$201.00	-\$150.00	\$213.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.00	
MORRENE ROAD												
Site Manager:	1061	2/1/2011	\$323.00	-\$254.07	\$335.00	\$0.00	\$31.55	\$0.00	\$86.00	\$15.00	\$213.48	Relocated
Trannie Meekins												
TOTAL			\$323.00	-\$254.07	\$335.00	\$0.00	\$31.55	\$0.00	\$86.00	\$15.00	\$213.48	
DAMAR COURT												
Site Manager:	NONE											
Trannie Meekins												
TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
OXFORD MANOR												
Site Manager:	2685	2/22/2011	\$50.00	-\$100.00	\$326.00	\$0.00	\$0.00	\$0.00	\$126.00	\$60.00	\$412.00	Padlocked
	1679	1/20/2011	\$156.00	-\$300.00	\$472.00	\$0.00	\$0.00	\$275.00	\$212.00	\$45.45	\$704.45	Abandonment
	2900	2/22/2011	\$50.00	-\$200.00	\$54.00	\$0.00	\$8.20	\$257.60	\$172.00	\$15.00	\$306.80	Relocated
	1663	2/22/2011	\$154.00	-\$175.00	\$808.00	\$0.00	\$34.50	\$25.00	\$126.00	\$55.84	\$874.34	Padlocked
	1697	2/28/2011	\$186.00	-\$300.00	\$375.07	\$1,232.23	\$47.15	\$150.00	\$126.00	\$45.00	\$1,675.45	Abandonment
TOTAL			\$596.00	-\$1,075.00	\$2,035.07	\$1,232.23	\$89.36	\$707.60	\$762.00	\$221.29	\$3,973.04	

HOUSING AUTHORITY OF THE CITY OF DURHAM

MEMORANDUM

TO: Board of Commissioners

FROM: Dallas J. Parks, Chief Executive Officer

DATE: April 27, 2011

SUBJECT: Resolution Authorizing a Change in Flat Rents for the Public Housing Program

I. STATEMENT OF ISSUE

Durham Housing Authority (DHA) is required by the U.S. Department of Housing and Urban Development to offer flat rents or income-based rents to public housing residents.

II. BACKGROUND

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) provides enabling legislation which allows DHA to provide options to residents in selecting a choice of rental payment. Pursuant to the regulations, once a year, DHA provides public housing residents the opportunity to choose between paying "Flat Rent," based on a unit's rental value or "Income Based Rent" based on family income. Choosing flat rents should not be a discouragement for families that want to improve their standard of living.

DHA procured the services of a consultant to revise DHA's current flat rent schedule. The proposed flat rent schedule is developed based upon market rents charged for comparable units within the private unassisted unit rental market. The regulations require that location, quality, size, type, age of the unit and any amenities, housing services, maintenance and utilities be considered when determining public housing flat rents.

In summary, DHA's proposed flat rents will decrease in most communities. For those communities where flat rents increase, residents can elect to choose the income-based rent. Attachment A is a comparison of the current and proposed flat rents.

III. RECOMMENDATION

It is recommended that the Board of Commissioners consider and approve the resolution for a change in flat rents for the Public Housing Program.

RESOLUTION NO. _____**RESOLUTION AUTHORIZING A CHANGE IN FLAT RENTS FOR THE PUBLIC HOUSING PROGRAM**

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 provides the enabling legislation to offer flat rents or income based rents to public housing residents; and

WHEREAS, the U.S. Department of Housing and Urban Development provides regulations to the Housing Authority of the City of Durham to establish flat rents; and

WHEREAS, the Housing Authority of the City of Durham has procured the services of a consultant to establish flat rents pursuant to the U.S. Department of Housing and Urban Development regulations; and

WHEREAS, flat rents have been established taking into consideration location, quality, size, type, age of the unit, and any amenities, housing services, maintenance and utilities provided by the Housing Authority of the City of Durham; and

WHEREAS, Attachment A provides a comparison of the current and proposed flat rents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Durham approves the established flat rents contained in Attachment B.

This resolution shall take effect immediately.

Done this 27th day of April 2011.

RECORDING OFFICER'S CERTIFICATION

I, Dallas J. Parks, the duly appointed Secretary of the Housing Authority of the City of Durham, do hereby certify that this resolution was properly adopted at the regular meeting of the Board of Commissioners of the Housing Authority of the City of Durham held on April 27, 2011.

(SEAL)

BY: _____
Dallas J. Parks, Secretary

Attachment A

Current and Proposed Flat Rent Comparison

Property	Current Flat Rents	2011 Proposed Flat Rent
McDougald Terrace NC13-1		
1 bedroom	\$428	\$379
2 bedroom	\$504	\$430
3 bedroom	\$630	\$572
4 bedroom	\$706	\$696
5 bedroom	\$811	\$800
Scattered Sites NC13-3		
0 bedroom	\$353	\$328
1 bedroom	\$428	\$392
Oldham Towers NC13-4		
0 bedroom	\$353	\$350
1 bedroom	\$428	\$414
2 bedroom	\$504	\$430
Cornwallis Road NC13-5		
1 bedroom	\$428	\$412
2 bedroom	\$504	\$479
3 bedroom	\$630	\$733
4 bedroom	\$706	\$803
5 bedroom	\$811	\$923
6 bedroom	\$917	\$1062
Liberty Street NC13-6		
1 bedroom	\$428	\$383
2 bedroom	\$504	\$441
3 bedroom	\$630	\$680
Club Blvd NC 13-7		
3 bedroom	\$630	\$733
4 bedroom	\$706	\$820
Hoover Road NC13-8		
2 bedroom	\$504	\$496
4 bedroom	\$706	\$870
JJ Henderson NC13-9		
0 bedroom	\$353	\$466
1 bedroom	\$428	\$526
Morreene Road NC13-10		
0 bedroom	\$353	\$345
1 bedroom	\$428	\$447
2 bedroom	\$504	\$515
Damar Court NC13-11		
2 bedroom	\$504	\$474

Attachment A
(Continued)

Property	Current Flat Rents	2011 Proposed Flat Rent
Oxford Manor NC13-12		
2 bedroom 1 bath	\$504	\$436
2 bedroom 2 bath	\$504	\$456
3 bedroom	\$630	\$733
4 bedroom	\$706	\$803
5 bedroom	\$811	\$923
Forest Hill Heights NC13-14		
0 bedroom	\$353	\$410
1 bedroom	\$428	\$474
Laurel Oaks NC13-15		
3 bedroom	\$630	\$914

Attachment B

2011 Established Flat Rents

Property	Flat Rent
McDougald Terrace NC13-1	
1 bedroom	\$379
2 bedroom	\$430
3 bedroom	\$572
4 bedroom	\$696
5 bedroom	\$800
Scattered Sites NC13-3	
0 bedroom	\$328
1 bedroom	\$392
Oldham Towers NC13-4	
0 bedroom	\$350
1 bedroom	\$414
2 bedroom	\$430
Cornwallis Road NC13-5	
1 bedroom	\$412
2 bedroom	\$479
3 bedroom	\$733
4 bedroom	\$803
5 bedroom	\$923
6 bedroom	\$1062
Liberty Street NC13-6	
1 bedroom	\$383
2 bedroom	\$441
3 bedroom	\$680
Club Blvd NC 13-7	
3 bedroom	\$733
4 bedroom	\$820
Hoover Road NC13-8	
2 bedroom	\$496
4 bedroom	\$870
JJ Henderson NC13-9	
0 bedroom	\$466
1 bedroom	\$526
Morreene Road NC13-10	
0 bedroom	\$345
1 bedroom	\$447
2 bedroom	\$515
Damar Court NC13-11	
2 bedroom	\$474

Attachment B
(Continued)

Property	Flat Rent
Oxford Manor NC13-12	
2 bedroom 1 bath	\$436
2 bedroom 2 bath	\$456
3 bedroom	\$733
4 bedroom	\$803
5 bedroom	\$923
Forest Hill Heights NC13-14	
0 bedroom	\$410
1 bedroom	\$474
Laurel Oaks NC13-15	
3 bedroom	\$914

ATTACHMENTS

- ARRA CFP Reporting Requirements*
- Prime Recipient and Vendor Report*
- Conventional Housing Collection Loss Report
- Conventional Housing Collection Loss Report – CEO'S ONLY
- Maintenance PHAS Report*
- Housing Stats Report*
- Capital Improvements Contract Budget Summary*
- Vacant Unit Renovation Report
- Public Housing Vacant Unit Turnaround Report
- Reasons for Move-Out Report
- CFP Contract Status Reports
- Resident Services Grid