



Charlotte Housing Authority

BOARD OF COMMISSIONERS

REGULAR
BOARD MEETING

AUGUST 21, 2012

CHARLOTTE HOUSING AUTHORITY
ADMINISTRATIVE OFFICE
1301 SOUTH BOULEVARD
CHARLOTTE, N.C. 28203

Mission Statement

“To lead, develop, and execute community-wide strategies that meet the broad range of housing needs for families who cannot otherwise attain conventional housing”

Commissioners:

Commissioner Joel Ford - Chairman

Commissioner David Jones - Vice-Chairman

Commissioner Pamela Gordon

Commissioner Benjamin Hill

Commissioner Will Miller

Commissioner Marcia Simpson

Commissioner Geraldine Sumter



**HOUSING AUTHORITY OF THE CITY OF
CHARLOTTE**

NOTICE

BOARD OF COMMISSIONERS MEETING

August 21, 2012

NOTICE is hereby given that a Board meeting of the Board of Commissioners of the Housing Authority of the City of Charlotte will be held on ***August 21, 2012*** as follows:

TIME/DATE: ***5:00 p.m.***
August 21, 2012

LOCATION: ***Charlotte Housing Authority***
Central Office
1301 South Boulevard
Charlotte, NC 28203


Shaunte' Evans
Interim Chief Operations Officer

Mission Statement

“To lead, develop, and execute community-wide strategies that meet the broad range of housing needs for families who cannot otherwise attain conventional housing”

**Housing Authority of the City of Charlotte
Regular Meeting of the Board of Commissioners**

*Charlotte Housing Authority/Central Office
1301 South Boulevard
Charlotte, NC 28203*

August 21, 2012

5:00 p.m. - Regular Board Meeting Convenes:

Regular Meeting Agenda:

1. Pledge of Allegiance
2. Public Forum
3. Review and Approval of the Agenda
4. Consideration to Approve the Minutes for:
 - Special Board meeting held **June 14, 2012 (p. 6)**
 - Special Board meeting held **July 12, 2012 (p.7)**
 - Regular Board meeting held **July 17, 2012 (p.12)**
 -
5. Resident Advisory Council (RAC) Report **(p.22)**
6. Presentation: CVR & Associates **(cancelled)**
7. Monthly Report:
 - NAHRO Awards
 - Operations Dashboard **(p.24)**
 - Budget to Actual Report 06/30/2012 **(p.28 – 59)**
 - Report of Deposits and Investments as of 06/30/2012 **(p.60)**
 - Land Sale Proceeds Detail as of 06/30/2012 **(p.62)**
 - Notification of Administrative Budget Changes as of 06/30/2012 **(p.65)**
8. **Consent Agenda Action Items: (p.67 – 127)**
 - A. 2600 and 2821 Youngblood Street Property Disposition
 - B. Future Use of Hall House
 - C. Approve Procurement Contract to Projectlink, LLC DBA Multivista Charlotte
 - D. Victoria Square Apartments Procurement Contract-Game Time
 - E. Budget Amendment: Administration Program Budget
 - F. Budget Amendment: Field Operation Program Budget
 - G. Approve Resolution to Grant Easement the City of Charlotte and Temporary Construction Easement at First Ward
 - H. CHA Collection Loss Report for the Quarter Ended 06/30/12

9. **Business Agenda Action Items:** (p. 128 – 135)
 - A. Approve Change Order for Security Coverage during the DNC
 - B. Authorization to Establish a Self-Funded Employee Health Care Insurance Program

10. **New Business:**
None

11. **Executive Session:** Discuss Legal Matters

***MINUTES FOR
SPECIAL
BOARD
MEETING***



Board of Commissioners Special Meeting

Held on Thursday, June 14, 2012

(via conference call-12:00pm)

MINUTES

Present:

Commissioner David Jones	Shaunté Evans, Interim COO	Allison Preston, Resident Safety
Commissioner Joel Ford	Heather Franklin, Interim CFO	Manager
Commissioner Will Miller	Shannon Bodnar, Director of	
Commissioner Marcia Simpson	Housing	
Commissioner Pamela Gordon	Alyson Traw, Staff Attorney	

1. Call to Order

The meeting was called to order by Chairman Ford. Commissioner Jones moved that the Board of Commissioners of the Housing Authority of the City of Charlotte go into Executive Session. Commissioner Miller seconded the motion; and it was so ordered.

2. New Business:

Following Executive Session, Commissioner Jones made a motion to uphold the staff recommendation to move forward with the termination of Ms. Deloris Wright. Commissioner Gordon seconded the motion. The motion was passed with no opposition.

3. Adjournment:

The meeting was adjourned at 12:38 p.m. per a motion by Commissioner Jones and seconded by Commissioner Simpson.

Respectfully Submitted,

Shaunté Evans
Interim Chief Operations Officer

**MINUTES OF THE *SPECIAL* BOARD MEETING
OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
HELD ON THURSDAY JULY 12, 2012**

The Board of Commissioners of the Housing Authority of the City of Charlotte, North Carolina held a *Special* meeting at the *Autumn Place, Multipurpose Room, 321 North Davidson Street, Charlotte, NC 28202* at 1:30 p. m. Thursday, July 12, 2012.

Present: ***Chairman Joel Ford***
 Vice-Chairman David Jones
 Commissioner Geraldine Sumter
 Commissioner Pam Gordon
 Commissioner Ben Hill
 Commissioner Marcia Simpson
 Commissioner Will Miller

Also Present: Sherrod Banks, General Counsel
 Catherine Liu, General Counsel

Additional Attendees:

Shauntè Evans, Interim COO	Heather Franklin, Interim CFO
Shannon Bodnar, Dir. of Housing	Deb Clark, Dir. of Comm. & Research
Shawn William, Director of HCV/Sec 8	LaRae Bauman, Project Analyst
Jud Little, Crosland (retired)	George Connor, Regional Property Manager
Linda Johnson, Legal Aide	Susan Herman, Accounting Manager
Jackie Anthony, Operations Assistant	Cheryl Campbell, Operations Project Mgr.
Tomico Evans, Family Support Manager	Allison Preston, Resident Safety Mgr.
Carl Harris, Director of Construction	John Burns, Client Services Director
Steve Lamphere, Dir. of Procurement	Michelle Allen, Interim Dir. of Development
Rosalind Hunter, Associate Dev. Officer	Tim Ames, Project Construction Manager
Jeff Meadows, Sr. Development Officer	J. Daniels, Sr. Development Officer
Gainor Eisenlohr, Grant Writer & Research	Stan Washington, Contract Manager
Lucy Brown, RAC President	Janelle Brown, Sr. Development Officer
Deborah Williams, RED Assistant	Millard McCluney, Youth Services Coordinator
Gwen Isley, MTW Coordinator	Rosalind Jacobs, Consultant

Special Board Meeting
July 12, 2012

Dorothy Waddy, Resident (Blvd. Corridor)	Joe Heyward, Asset Manager
Andrew Ladd, Communities in Schools	Mike Massey, Communities in Schools
Bobbi Chesney, Communities in Schools	Ann Clark, CMS Deputy Superintendent
Mollie Shaw, Communities in Schools	Barbara Porter, Executive Assistant

Pledge of Allegiance:

Chairman Ford officially welcomed everyone and then opened the *Special* Board meeting of the Housing Authority of the City of Charlotte. As is customary, the meeting was opened with the pledge of allegiance. Once completed we moved to the review and approval of the agenda.

Review and Approval of the Agenda:

Chairman Ford asked if there were any corrections and/or additions to the agenda. Hearing none, he asked for a motion of approval.

ACTION:

Motion was made for approval as submitted by:	Commissioner Gordon
Motion was seconded by:	Commissioner Hill
Outcome:	Passed unanimously

Consideration to Approve the Minutes for:

- Revised version of Regular Board meeting held *May 15, 2012*

ACTION:

Motion was made for approval as submitted:	Vice-Chairman Jones
Motion was seconded by:	Commissioner Simpson
Outcome:	Passed unanimously

Business Agenda Action Item:

3.A Horizon Development Properties, Inc.

Budget Amendment: The Lofts at Seigle Point Capital Project Budget

- A. Authorize Horizon Development Properties, Inc.
"Horizon" to accept a loan related to the development of the Lofts at Seigle Point up to \$22,998,800.
- B. Approve an amendment to the Lofts at Seigle Point Capital Project Budget

Chairman Ford introduced Mr. Jeff Meadows, Sr. Development Officer, to give the update. Mr. Meadows explained that the project and original budget was approved in May 2010.

Special Board Meeting
July 12, 2012

Additionally item was discussed at the June 7 Real Estate committee meeting and the June 19 Regular Horizon Development Properties, Inc. meeting. After discussion at the Horizon Development Properties, Inc. meeting the item was **tabled** for further debate at the next available meeting. Which brings us to the **special** Board of Commissioners meeting held today. The following discussion took place.

Commissioner Miller stated to his recollection we were trying to decide who was going to take responsibility for the problems with the soil rot or whatever. Mr. Meadows stated that we have the soil responsibility to a point. Anything from the topsoil to the planned bottom depth is included in our dirt work contract. Commissioner Miller stated therefore we are still liable for whatever is beneath the footers. Commissioner Miller questioned, have any of the borings gone deeper than the footings. Mr. Meadows responded yes. Commissioner Miller asked how many? Mr. Meadows responded that he did not have the exact number with him. However we have 40 borings across the site which is a higher standard than most because of the FHA requirements. Mr. Joe Hooten, with Lend Lease, responded all of the borings have gone as far as 20 or 30 feet below the footing depth.

Commissioner Miller questioned the structured parking. He stated, It has been my experience, that you do structured parking in a tightly packed urban environment where land cost are high and the land is at a premium. The following question was directed to Mr. Judd Little, Retired Real Estate Developer, would you normally do structured parking on a site like this? Mr. Little explained on a site of this size you would do structured parking to achieve density. Most of your infield structures within the urban core and similar sites like this are now structured parking. Structure parking has become more common in this area.

Commissioner Miller asked what is the total cost per unit and additional cost per unit for structured parking? Mr. Joe Hooten, Lend Lease, responded the cost per space is \$10,023 for 261 spaces. What is the total cost per unit for the 190 unit project? Michelle Allen answered \$90,761 without the parking. Commissioner Miller responded for simplicity, what is the total cost of the entire project and divide that by 190. Mr. Meadows responded it is \$139,000 which includes the parking.

Commissioner Miller asked the apartments we currently have in the ground, which have surface parking, how much did they cost to build? Ms. Allen responded she did not have the 2007 numbers in her head. Mr. Meadows responded the allowance we've been using is about \$120,000. Commissioner Miller directed the following question to Mr. Judd Little; if you are doing just regular stick build apartments, surface parking, does \$120,000/per unit sound like a

good number. Mr. Little stated for surface park would be high however for an urban infield deal which includes structured parking the \$139,000 all inclusive cost is a typical cost. Commissioner Miller stated he is not saying it is too high he is merely comparing the differences. Commissioner Miller continued to discuss the cost with surface parking and the cost without the surface parking with Mr. Little.

Commissioner Miller stated he wonders if this is the right project to put on that property at this time. He asked Mr. Little if you still worked in the private sector and you had this property, is this what you would do at this point in time. Mr. Little responded if he had that 2.3 acres he would do structured parking to get the yield. He added most of the development along the Southend corridor is structured parking.

Commissioner Miller commented South Boulevard is different than Seigle Point. South Boulevard is on the light rail line which requires a whole different set of economics. I don't know if that is comparable. He then thanked Mr. Little for his input.

Commissioner Miller questioned the contingency for the dirt, how much money do we have in it if we have a problem? Mr. Meadows responded we have a working capital fund of \$919,000 which half is allocated for the construction contingency estimated at \$460,000. Mr. Meadows added we do have additional contingency's which is part of CHA's \$5 million which had to be pledged to underwriting. For clarification, Commissioner Miller stated, for the entire project we have about \$1.2 million in contingency. Commissioner Miller thanked Mr. Meadows for his input.

Commissioner Hill asked if the \$139,000 does include structured parking. Mr. Meadows responded, yes.

Chairman Ford asked for any further questions. Hearing none he stated we have an action item on the table, which is to: (A) authorize Horizon Development Properties, Inc. to accept the loan related to the development of the Lofts at Seigle Point up to \$22,998,800 and (B) approve an amendment to the Lofts at Seigle Point Capital Project Budget.

ACTION:

Motion was made for approval as submitted by:

Vice-Chairman Jones

Motion was seconded by:

Commissioner Gordon

Opposed:

Commissioner Miller

Outcome:

Passed

Special Board Meeting
July 12, 2012

Commissioner Miller questioned the amount listed on the project update form, which states a loan of up to \$23 million and an MTW of \$5 million, which totals \$28 million. Mr. Meadows explained we have \$28 million dollars available however we don't have \$28 million in cost at this point.

In final comments, Commissioner Miller stated we have just voted, I think, to allow you to borrow up to \$23 million and we have previously approved \$5 million therefore this Board has just approved \$28 million for this project. Which if you divide that by 190 you get \$147,000/per unit. Mr. Meadows explained not all the funding is dedicated to the project expenses at this time. Commissioner Miller said but we just did, we just gave you that money. Commissioner Miller said we have been working with the \$139,000 but we just approved \$147,000.

Chairman Ford concluded the special meeting and called for a motion of adjournment.

ACTION:

Motion was made to adjourn by:	Vice-Chairman Jones
Motion was seconded by:	no motion recorded
Outcome:	Passed unanimously

Minutes respectfully prepared by:	Barbara G. Porter Executive Assistant
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***MINUTES FOR
REGULAR
BOARD
MEETING***

**MINUTES OF THE REGULAR BOARD MEETING
OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
HELD ON TUESDAY, JULY 17, 2012**

The Board of Commissioners of the Housing Authority of the City of Charlotte, North Carolina Held a regular meeting at the ***Charlotte Housing Authority/Central Office, 1301 South Boulevard, Charlotte, NC 28203***, 5:00 p.m. Tuesday, July 17, 2012.

Present: ***Chairman Joel Ford***
 Vice-Chairman David Jones
 Commissioner Geraldine Sumter
 Commissioner Marcia Simpson
 Commissioner Will Miller
 Commissioner Pam Gordon

Conf. Call: Mr. Sherrod Banks, General Counsel

Absent: Commissioner Ben Hill

Additional Attendees:

Shauntè Evans, Interim COO	Heather Franklin, Interim CFO
Shannon Bodnar, Dir. of Housing	Deb Clark, Dir. of Comm. & Research
Shawn William, Director of HCV/Sec 8	Gainor Eisenlohr, Grant Writer/Research Analyst
Michelle Allen, Interim RED	George Connor, Regional Property Manager
Janelle Brown, Sr. Development Officer	Susan Herman, Accounting Manager
Tammy Cavalier, Interim PH Compliance	Gwen Isley, MTW Coordinator
Millard McCluney, CHASF	Alesia Price, Regional Property Mgr.
Carl Harris, Director of Construction	John Burns, Client Services Director
Mike Riable, CMS	Tomico Evans, Family Support Mgr.
Steve Lamphere, Dir. of Procurement	Deborah Williams, RED Administrative Asst.

Pledge of Allegiance:

Chairman Ford officially opened the regular Board meeting of the Housing Authority of the City of Charlotte. The meeting opened with the pledge of allegiance. The meeting then moved to the public forum.

Public Forum:

Chairman Ford stated we are honored to have the Charlotte Housing Authority Scholarship Fund (CHASF) Director of Development, Ms. Faith Triggs, as well as three scholarship recipient speakers, Asia Johnson, Jonneshia Smith, and Amir Moore.

All are invited to attend the 29th Annual Awards and Recognition Ceremony which will take place on Sunday, July 22, 2012 at 4 p.m. The location will be: Ebenezer Baptist Church, 2020 West Sugar Creek Road, Charlotte, NC 28262. She reminded and invited all to the annual Founders Day Breakfast which will occur on October 19 on the campus of CPCC. She recognized Mr. Millard McCluney, Youth Services Coordinator.

Commissioner Sumter asked how many recipients this year. Ms. Triggs responded 94 and just over \$100,000 worth of funding expended in the range between \$500 - \$3,400 to students.

Chairman Ford requested a motion to close the public forum.

ACTION:

Motion was made to close the public forum by:	Commissioner Simpson
Motion was seconded by:	Vice-Chairman Jones
Outcome:	Passed unanimously

Review and Approval of the Agenda:

Chairman Ford asked for additions/changes to the agenda. Commissioner Miller requested that Consent Agenda Action Items 6.D, 6.E & 6.F be pulled and moved to the Business Agenda to be added as Item 8. The requested was accepted.

ACTION:

Motion was made to approve the agenda as modified by:	Commissioner Miller
Motion was seconded by:	Commissioner Simpson
Outcome:	Passed unanimously

Consideration to Approve the Minutes for :

- Regular Board meeting held on ***June 19, 2012***

NOTE: Commissioner Sumter had one correction for clarification and the information had been provided to staff.

Chairman Ford accepted the statement and asked for a motion to approve the minutes with the recommended changes from Commissioner Sumter.

ACTION:

Motion was made for approval with recommended changes: Commissioner Simpson
Motion was seconded by: Commissioner Sumter
Outcome: Passed unanimously

Resident Advisory Council (RAC) Report:

Ms. Lucy Brown, RAC President, resident of Sunridge provided the following update:

- The life skills classes are scheduled to begin on Wednesday, July 18, 2012 6 p.m. to 7:00 p.m. at Gladedale, Wallace Woods and Meadow Oaks. Classes start at Southside on Tuesday, July 17, 2012 from 3:00 p.m. – 4:00 p.m. Wednesday, July 25, 2012 classes will start at Sunridge.
- Process of working on goals and budget for the year 2013.
- RAC will supply school supplies to 75 CHA students. The supplies will be distributed by the manager. The distribution will be 10 backpacks to the larger family sites i.e. Dillehay Courts; five backpacks to the smaller sites.
- RAC is planning our National Night Out celebration at Charlottetown Terrace on August 2, 2012 from 6 p.m. – 8:00 p.m. National Night Out is a community police awareness event in the United States held the first Tuesday in August.
- Annual RAC Extravaganza will take place on August 16, 2012 from 6 p.m. – 9 p.m. at the Carole Hoefener Center.

Monthly Report

Operations Dashboard:

Ms. Shawn Williams, Housing Choice Voucher (HCV) Director, came forward with the following update:

Current utilization rate for tenant based program is at 93.87% and the overall program including all the special programs is at 96%. Because of the utilization rate, HCV started pulling applicants from the waiting list. At the end of May, first of June CHA pulled 100 applicants from the waiting list. Currently 42 are being processed for continued eligibility to ensure their income eligibility and criminal backgrounds, 47 did not respond to the initial letter, 6 have failed the criminal background check and 5 were over income. As of July 12 additional 180 were pulled to start processing for eligibility. HCV will maintain a sufficient amount of project based vouchers for participants in programs coming on line through the end of December 2012. Currently, HCV has 1,828 applicants on the waiting list. Port-ins currently total 1,101. HCV continues billing various authorities for port-ins.

Commissioner Miller questioned the return of HCV vouchers. Ms. Williams responded it could be the participant has been terminated due to non-compliance or leaving on their own. Commissioner Miller questioned the termination information to determine whether it is positive, negative or neutral to the individual. ***Action requested: Ms. Williams will provide Commissioner Miller with the data/tracking information on reasons for termination from the program.***

Chairman Ford asked Ms. Williams to summarize the criminal policy which would prevent somebody from entering into the program. Ms. Williams responded if within the last three years there is some type of violent criminal activity, drug related criminal activity they would not be eligible to participate in the program.

Chairman Ford questioned if staff looked at arrests or convictions. Ms. Williams explained the process.

Commissioner Simpson questioned the timeframe of the convictions including those that are older. Ms. Williams responded within three years of CHA pulling the information, if older, it would be reviewed. HUD regulations state, if it is drug related activity or sexual offenders it is a lifetime ban. Ms. Williams corrected her previous statement concerning the timeline on offenses to seven years on violent felony type related offenses and three years on the non-violent offenses.

Chairman Ford directed Interim COO Shauntè Evans to make sure participants are not being held to a different standard than the administrators of those programs as relating to criminal activity or their criminal background. **Action Requested: Provide Chairman Ford with a comparison report.**

Commissioner Sumter questioned the disqualifying of people due to an arrest, clarification on HUD regulations, and similarity to the ban policy. Staff responded a serious crime or arrest could disqualify an individual who can request an informal hearing to; a review is done on a case-by-case to make a determination as well as a hearing which can possibly overturn the ruling; it clearly states in a HUD regulation a conviction or termination can be presented if there is a preponderance of evidence. Ms. Bodnar clarified that HUD only speaks to criminal criteria in three very specific instances. There is some guidance on the tenant selection plan with no clear regulation on processes for crime other than those three specific instances.

Chairman Ford asked for a follow-up.

Ms. Shannon Bodnar, Director of Housing, came forward with page two of the dashboard.

On the *Conventional Public Housing* sites, the tenant's accounts receivable numbers exceed the target number of 96% at 99%. Vacancy turn days continue to be slightly greater than the target due to leasing issues at Charlottetown Terrace. Aside from these units, CHA is averaging 14 days. The waiting list at Charlottetown will open to help address some issues.

In the *Affordable Properties* the tenant's accounts receivable is over 98% which is above the 96% target. The vacancy turn days are below target at ten days.

On the *Private Managed* side, tenants' accounts receivable slightly exceeds the requirements. Vacancy turn days are a little higher than target at 22 days.

Consent Agenda Action Items:

Chairman Ford announced **Item 6.D**, Approve Procurement Contract-CVR Associates Budget Amendment: Field Operations Program Budget; **Item 6.E**, Authorize Planning for the Charter School at The Renaissance and **Item 6.F**, Authorize the Creation of a Lead Organization to Manage the Cradle to Career Continuum Developed at The Renaissance ***moved to business agenda.***

The remaining items for approval under the consent agenda are as follows:

6.A Award Procurement Contract to Radco Construction:

Authorize the Authorized CHA signatory to Award a Procurement Contract to Radco Construction for the reroofing projects at Hampton Creste Apartments not to exceed \$216,478. (Includes Contingency)

- a) Lot #2 - \$87,020
- b) Lot #3 - \$73,433
- c) Lot #4 - \$42,200

6.B Approve Procurement Contract to J. G. Contracting

Authorize the Authorized CHA signatory to award a contract to J. G. Contracting for the ADA Kitchen & Bath Conversions at Mill Pond Apartments Not to exceed \$105,710. (Which includes contingency)

6.C Audit Report Acceptance and Approval for 2011-2012

Approve a resolution to accept and approve the Comprehensive Annual Financial Report for the fiscal year ending March 31, 2012.

6.G Approve the Communities in Schools Contract

Approve resolution to authorize CHA to negotiate and award a Procurement Contract No. 1800 to Communities in Schools for continued services for a period of one (1) year for an amount not to exceed \$185,850.

ACTION:

Motion was made for approval by:

Commissioner Simpson

Motion was seconded by:

Commissioner Sumter

Outcome:

Passed unanimously

Commissioner Miller questioned the audit report about the lack of a continuity disaster recovery plan and timeframe for the plan. Ms. Franklin responded C HA did not have one at this time and the end of December 2012 or sooner.

Business Agenda Action Items:

8.D (formerly Consent Agenda Item 6.D)

Approve Procurement Contract-CVR Associates Budget Amendment: Field Operations

Program Budget

- A. To authorize CHA Signatory to contract with CVR Associates, Inc. to conduct an independent compliance review of the Housing Choice Voucher and Public Housing programs in an amount not to exceed \$65,000.
- B. Approve a resolution to amend the Field Operations Program Budget for the fiscal year ending March 31, 2013. (Last amended by Resolution No. 2059)

Commissioner Miller questioned the information presented for the outside audit of the Section 8/9 programs to make sure we are getting what is requested by randomly pulling files and a Quadel type report which is not stated. Mr. Steve Lamphere, Procurement Director, responded it states 150 files on the Section 8 side and 150 files on the Section 9 side will be randomly pulled.

Commissioner Miller requested verbiage added to the resolution for clarification purposes.

Synopsis:

Chairman Ford asked to add the following verbiage into the resolution: CVR will do random pulling of files, 150 from Public Housing as well as Section 8, for a total of 300 or more.

ACTION:

Motion was made for approval with the changes noted: Passed unanimously

8.E (formerly Consent Agenda Action tem 6.E)

Authorize Planning for a Charter School at The Renaissance:

Authorize staff to move forward with the planning and creation of a Charter School at The Renaissance.

8.F (formerly Consent Agenda Action Item 6.F)

Authorize the Creation of a Lead Organization to manage the Cradle to Career Continuum developed at The Renaissance.

Authorize the Creation of a Lead Organization to:

- 1) Develop the Charter School Component
- 2) Manage the Cradle to Career Continuum at the revitalized site and
- 3) Commit up to \$400,000 in Boulevard Homes MTW Funds for start-up cost

Commissioner Miller wanted staff to clarify the following information previously requested;

- (1) \$400,000 budget, so we know where this money was going.
- (2) What actually CHA committed to in the HOPE VI application concerning this school.
- (3) If there is a deadline and what are the penalties if the deadline is not met.

Commissioners discussed the HOPE VI grant application and asked staff for clarification of the deliverables per this grant in reference to the potential school, CMS and resolutions and agreements.

Regular Board Meeting
July 17, 2012

Commissioners discussed HOPE VI grant application, the education components within the document, the timeframe for expending funds, partnerships and what if the deadlines and guidelines are not adhered to. Mike Raible was present to represent CMS and their position concerning the land and potential school.

Mr. Raible stated the following: CMS wanted to participate from the beginning with a school at this property, was not aware of the timeframe for the school, underwent tough budget cuts but have funding sources now, had a resolution that CMS recognized as a commitment from CHA, and would like an opportunity to pursue CMS' role in building a potential school at this site.

Michelle Allen stated CMS could not commit in a timeframe that we needed them to commit. Therefore in a revitalization amendment that staff submitted to HUD in February 2011, HUD gave CHA flexibility to not restrict us to working with CMS. HUD did grant this and this is just one of several requests made in this amendment and in April 2011.

Commissioner Miller stated CMS made a resolution to support this because we were going to give them the site.

Chairman Ford stated the presentation received during the committee meeting, CMS ranked this school as 64th which seems to not be a priority in the building schedule and this area has considerable overcrowding issues with the student population. .

Commissioner Jones commented on the original grant application had a school component which was a principle driver for the HOPE VI Grant, CMS was originally present during all the discussions and supported the school, and resolution from the Board and the letter that former superintendent Gorman wrote, they did that at our request.

Commissioner Miller stated he did not think we can go any further until we get CMS, County Commission and the City Council to release us from our commitment to them.

Commissioner Sumter asked Mr. Banks if anything in this contract that was signed and submitted to HUD or this application that you would view as our breaching some agreement

Mr. Sherrod Banks stated he had not looked at the application for an agreement between the Housing Authority and CMS and is not aware if there is an agreement.

Commissioner Sumter asked for clarification concerning the resolution between CHA and CMS in regards to land.

Regular Board Meeting
July 17, 2012

Ms. Brown, Sr. Development Officer, stated, no it was upon CMS providing the funding to build the school that the land would be provided and at that time CHA would have to go through HUD and dispose of the land to CMS which had not occurred.

Chairman Ford proceeded to move forward with the action before the Board. Which is **Items 8.E, Authorize Staff to Move Forward with the Planning and Creation of a Charter School at the Renaissance.**

Commissioner Gordon asked if CHA was under any obligation with the City and County as well as CMS and to also notify City, County of that shift.

Ms. Brown stated CHA would notify them of the shift, in part due to CMS admitting funding is not available and due to where we are in the grant process and also the timeline of implementing the revitalization plan. CHA staff would let them know that the Board decided to move in another direction.

ACTION:

Motion was made by:	Commissioner Jones
Motion was seconded by:	Commissioner Simpson
Opposed by:	Commissioner Miller
Outcome:	Passed (by a hand count of four)

Item 8.F, Authorize the Creation of a Lead Organization to Manage the Cradle to Career Continuum Developed at The Renaissance.

Action: Authorize the Creation of a Lead Organization to:

- (1) Develop the Charter School Component;**
- (2) Manage the Cradle to Career Continuum at the Revitalized Site and**
- (3) Commit up to \$400,000 in Boulevard Homes MTW Funds for Start-up Cost**

ACTION:

Motion was made by:	Commissioner Simpson
Motion was made by:	Commissioner Gordon

Commissioner Sumter stated her understanding was when the Board established this lead organization, they will come back to us with sufficient proof and funding feasibility and this was not funding a Charter School action.

Chairman Ford stated funding disbursements to the lead organization will be contingent upon the Board being developed and a budget being put in place.

Opposed:	Commissioner Miller
Outcome:	Passed

Regular Board Meeting
July 17, 2012

Motion was made by Commissioner Jones to adjourn the Housing Authority regular Board meeting and open the meeting of Horizon Development Properties, Inc. Motion was seconded by: Commissioner Gordon; outcome: passed unanimously.

Minutes Respectfully Prepared by:

**Barbara G. Porter
Executive Assistant**

**RESIDENT
ADVISORY
COUNCIL
(RAC REPORT)**

Resident Advisory Council Report (RAC)

Tuesday, August 21, 2012

RAC is in the final stages for the procedures for the tenant patrol coordinator and is in the process of getting them where they need to be finalized and complete and we are in the final stages of the election procedures.

The Lifeskills classes have begun and are being held every other week at the different sites. Gladedale, Meadow Oaks and Wallace Woods sessions are held at Gladedale every other Monday from 6:00pm-7:30pm. Southside sessions are held every other Tuesday 2:00pm-3:30pm. Robinsdale, Victoria Squares, Claremont, and Sunridge session are held every other Wednesday at Sunridge 10:00am-11:30am. Dillehay Courts session are every other Thursday 3:00pm-4:30pm.

RAC will be distributing book bags filled with school supplies the week of August 20-24 to the different family sites. We will be contacting management to find out the best time to bring the book bags to the communities.

RAC held a celebration of National Night Out on August 7, 2012. It was a community –police awareness raising event. This event was an effective and enjoyable event that was shared to promote neighborhood spirit and resident safety/police community partnership in the strife for safer communities.

We would like to thank everyone who attended the RAC extravaganza. For those of you who were unable to attend, you were missed but hopefully you will be able to join us in the years to come.

OPERATIONS DASHBOARD

The Charlotte Housing Authority 2011-2012 Operations Dashboard Measure

SECTION 8

SECTION 8 VOUCHER ANALYSIS

Generate Income to Underwrite Key Businesses: Utilize 98% of the housing choice vouchers.	Monthly % of Vouchers Utilized	Monthly # of Vouchers Utilized
Target	98.0%	4,918
April '12	94.07%	4,619
May '12	93.69%	4,600
June '12	93.67%	4,609
July '12	93.41%	4,594

Overall Program Voucher Total

Program	Base	DHAP	VASH	FUP	BLVD	STRAWN	TOTAL	NOTES
Voucher Units	4331	0	185	200	176	26	4918	
Vouchers Utilized	(4160)	0	(113)	(145)	(176)	0	(4594)	
Vouchers Issued	(48)	0	(38)	-55	0	-1	(142)	In lease-up
Balance by Program	123	0	34	0	0	25	182	Bal. - All Programs

VOUCHER AVAILABILITY

Program	TOTAL
Balance All Programs	182
Special Use on Hold	(59)
In base	123
Strawn Relocation/Tenant Protection	25
To be issued	0
Balance of Vouchers being held for PBS8 commitment	100

Current Utilization	96.06%	0.00%	61.06%	72.50%	100.00%	100.00%	93.41%
Utilization - if all issued vouchers were to be leased up	97.16%	0.00%	81.62%	100.00%	100.00%	100.00%	96.30%

Serve a growing proportion of the Charlotte population: Reduce the waiting list by placing voucher holders in housing.	Vouchers on the Street	Portable Vouchers on the Street	Waiting List	New Landlord Packages	# Portables to Charlotte
April '12	13	84	1,944	64	1,050
May '12	8	79	1,828	47	1,073
June '12	44	95	1,828	58	1,101
July '12	48	106	1,648	34	1,113

The Charlotte Housing Authority 2011-2012 Operations Dashboard Measure

All Conventional Public Housing Sites - CHA Managed

Maximize Benefit/Cost: Maximize the long-term financial viability of CHA-owned communities.	Occupancy Rate	Collection Loss (QTR)	Total Tenants Accounts Receivable (all outstanding charges)	Tenant Accounts Receivable (uncollected rent without pending action)	Vacancy Turns Make Ready/Lease/Total
Target	88%	2.00%	96%	88%	20 days
April '12 - 21 units turned	98.88%	2.45%	86.83%	98.76%	13+20 = 33 days
May '12 - 31 units turned	99.07%	-	86.08%	99.00%	12+19 = 31 days
June '12 - 21 units turned	98.79%	2.37%	85.18%	99.27%	13+10 = 23 days
July '12 - 20 units turned	99.02%	-	86.43%	99.35%	9+7 = 16 days

**** The average collection loss for the entire CHA portfolio is 2.81%

^ total does not include private management data

Affordable Properties

Sites include: Grove Place, Oak Valley, Valley View, McAlpine Terrace, Seneca Woods, Glen Cove, Woodlawn	Occupancy Rate	Collection Loss (QTR)	Total Tenants Accounts Receivable (all outstanding charges)	Tenant Accounts Receivable (uncollected rent without pending action)	Vacancy Turns Make Ready/Lease/Total
Target	88%	2.00%	96%	88%	20 days
April '12 - 2 units turned	95.78%	0.53%	78.18%	98.68%	6+32 = 38 days
May '12 - 2 units turned	95.78%	-	77.95%	98.80%	3+4 = 7 days
June '12 - 1 unit turned	96.00%	1.02%	61.79%	98.78%	7+3 = 10 days
July '12 - 7 units turned	96.89%	-	66.79%	99.19%	13+7 = 20 days

**** The average collection loss for the entire CHA portfolio is 2.81%

The Charlotte Housing Authority 2011-2012 Operations Dashboard Measure

Private Management Companies

Sites include: First Ward, Arbor Glen, Park at Oaklawn, Montgomery Gardens, Nia Point, Rivermere, Stonehaven, Prosperity & McAden	Assisted Occupancy Rate	Collection Loss (QTR)	Total Tenant Accounts Receivables (all outstanding charges)	Tenant Accounts Receivable (uncollected rent without pending action)	Vacancy Turns Make Ready/Lease/Total
	98%	2.00%	96%	97%	30 days
April '12 - 25 units turned	98.46%	0.53%	93.29%	97.38%	13+5 = 18 days
May '12 - 12 units turned	97.44%	-	92.32%	96.84%	15+8 = 23 days
June '12 - 8 units turned	98.88%	1.02%	93.92%	96.76%	15+7 = 22 days
July '12 - 14 units turned	98.80%	-	94.48%	96.16%	16+5 = 21 days

*** The average collection loss for the entire CHA portfolio is 2.81%

Month: March '12 - Private Management Companies

Property	Overall Community Occupancy Rate	Section 8 & 9 Occupancy Rate	Total Tenant Accounts Receivables (all outstanding charges)	Tenant Accounts Receivable (uncollected rent without pending action)	Vacancy Turn Averages			# of Units
					Make Ready	Lease Up	Vacancy Turn Totals	
940 Brevard (40 Section 9 & 60 PBSS units)	100%	100%	100%	100%	0	0	0	0
Arbor Glen 50 (25 Section 9 units)	100%	100%	100%	100%	0	0	0	0
Arbor Glen I (60 Section 9 units)	100%	100%	94%	100%	0	0	0	0
Arbor Glen II (40 Section 9 units)	98%	95%	100%	100%	0	0	0	0
Arbor Glen III (12 Section 9 units)	100%	100%	71%	71%	0	0	0	0
Ashley Square (22 Section 9 units & 14 PBSS units)	98%	100%	95%	100%	0	0	0	0
*Fairmarket Square (16 Section 9 units); 15 of existing units are currently available for PH occupancy	98%	100%	100%	100%	11	3	14	1
First Ward (132 Section 9 units)	98%	98%	78%	78%	15	5	20	4
Hampton Creste (60 Section 9 units)	96%	100%	99%	99%	0	0	0	0
McAden Park (30 Section 9 & 30 PBSS units) - 1 vacant	95%	95%	94%	100%	0	0	0	0
McCreech Place (63 Section 9 & 27 PBSS units)	98%	98%	96%	99%	21	13	34	2
**McMullen Woods - (No Assisted Units)	100%	100%	100%	100%	0	0	0	0
Mill Pond (51 PBSS)	92%	98%	93%	100%	0	0	0	0
Montgomery Gardens (20 Section 9 units)	99%	100%	100%	100%	0	0	0	0
Moore Place (34 Section 9 and 51 PBSS units)	98%	100%	79%	79%	9	3	12	2
Nia Point (29 Section 9 units)	96%	100%	100%	100%	0	0	0	0
Park @ Oaklawn (69 Section 9 units)	97%	96%	100%	100%	28	2	30	3
Prosperity Creek (72 Section 9 & 64 PBSS units) - 3 vacant	96%	99%	92%	92%	7	4	11	1
Rivermere (20 Section 9 units)	99%	100%	98%	100%	2	1	3	1
Seigle Point (102 Section 9 & 18 PBSS units)	99%	99%	87%	100%	0	0	0	0
South Oak (20 Section 9 units)	100%	100%	100%	100%	0	0	0	0
SpringCrest at Ashley Park (18 Section 9 & 18 PBSS units)	98%	100%	100%	100%	0	0	0	0
Springfield Gardens (22 Section 9 units)	91%	91%	94%	94%	0	0	0	0
Steele Creek (60 Section 9 & 60 PBSS units)	98%	100%	97%	97%	0	0	0	0
Stonehaven East (24 Section 9 units)	97%	96%	95%	95%	0	0	0	0
Grand Average	97.74%	98.80%	94.48%	96.16%	16	5	21	14

* Represents occupancy percentage based on ACC units available for subsidy. Units will occupy upon turnover

** Property is 100% Tax Credit; no section 8/9 units

BAR REPORT
(BUDGET TO
ACTUAL REPORT)

Housing Authority of the City of Charlotte
Income Statement -Field Operation Program
For the Three Months Ending June 30, 2012

	<u>Annual Budget</u>	<u>Year -To- Date Actual</u>	<u>Year -To- Date Budget</u>	<u>Variance Fav (Unfav)</u>	<u>Comment Code</u>
<u>INCOME</u>					
MTW Funds	56,892,311	16,000,899	17,271,588	(1,270,689)	(A)
Tenant Rents	8,284,777	1,943,997	2,071,194	(127,197)	
Public Housing Fees	859,938	183,983	214,985	(31,002)	
Section 8 Income	3,047,434	406,434	761,859	(355,425)	
Capital/CFRC Fees	406,470	367,382	101,618	265,764	
Non Dwelling Rents and Other Revenue (Carol Hoefener)	416,650	76,687	104,163	(27,476)	
Other Operating Revenues	3,976,519	238,990	994,130	(755,139)	(B)
TOTAL OPERATING REVENUE	73,884,099	19,218,372	21,519,537	(2,301,163)	
<u>CONTROLLABLE EXPENDITURES</u>					
SALARIES/BENEFITS	8,579,825	1,890,539	2,309,953	419,413	(C)
OPERATING COSTS	64,274,615	13,038,127	16,068,654	3,030,527	(D)
CAPITAL OUTLAY	472,500	-	118,125	118,125	(E)
TOTAL CONTROLLABLE EXPENDITURES	73,326,940	14,928,666	18,496,732	3,568,065	
SURPLUS (DEFICIT) BEFORE UTILITIES	557,159	4,289,705	3,022,770	1,266,902	
Utilities	3,973,546	776,689	993,387	216,698	(F)
SURPLUS (DEFICIT) FROM OPERATIONS	(3,416,386)	3,513,017	2,029,385	1,483,600	
<u>OTHER ITEMS</u>					
Fund Balance Appropriated-Horizon Development	797,490	-	199,373	(199,373)	(G)
Fund Balance Appropriated - Hoefener	47,000	-	11,750	(11,750)	(G)
Fund Balance Appropriated - AMP	40,620	-	10,155	(10,155)	(G)
Operating Transfer In - MTW	2,531,276	-	632,819	(632,819)	(G)
TOTAL OTHER ITEMS	3,416,386	-	854,097	(854,097)	
NET SURPLUS (DEFICIT)	-	3,513,017	2,883,514	629,504	

COMMENTS

- (A) Unfavorable variance due to the less than budgeted MTW Funds received.
- (B) Unfavorable variance because less than budgeted funding received for Social Service fees, revenues for the First Ward Program expenditures, and Other Governmental Grants.
- (C) Favorable variance due to lapsed salaries and benefits.
- (D) Favorable variance because costs were less than budgeted especially in site improvements, future appropriations, insurance costs, HVAC contracts and landscaping maintenance services.
- (E) Favorable variance because no purchases of capital items made to date.
- (F) Favorable variance in utilities in all areas, especially in gas.
- (G) Unfavorable variance because Fund Balance was not appropriated and there has been no transfer of MTW funds.

Housing Authority of the City of Charlotte
Income Statement - Administration Program
For the Three Months Ending June 30, 2012

	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Comment Code
INCOME					
Section 8 Fees	1,360,476	330,788	340,119	(9,331)	
MTW Funds	5,072,331	705,726	1,268,083	(562,357)	(A)
Public Housing Fees	788,095	294,485	197,024	97,461	
Maintenance Operations	484,527	91,906	121,132	(29,226)	
Capital Fund Fees	406,468	367,382	406,468	(39,086)	
First Ward Income	396,050	-	99,013	(99,013)	(A)
Social Services Fees	741,550	49,990	185,388	(135,398)	(A)
Other Revenue	2,657,572	384,766	664,393	(279,627)	(A)
TOTAL OPERATING REVENUE	11,907,069	2,225,043	3,281,620	(1,056,577)	
CONTROLLABLE EXPENDITURES					
SALARIES/BENEFITS	4,634,276	869,671	1,247,690	378,019	(B)
OPERATING COSTS	7,416,450	932,721	1,854,113	921,392	(C)
CAPITAL OUTLAY	25,000	-	6,250	6,250	
TOTAL CONTROLLABLE EXPENDITURES	12,075,726	1,802,392	3,108,052	1,305,660	
SURPLUS (DEFICIT) BEFORE UTILITIES	(168,658)	422,652	173,566	249,083	
Utilities	174,707	20,284	43,678	23,394	(D)
SURPLUS (DEFICIT) FROM OPERATIONS	(343,365)	402,367	129,889	272,478	
OTHER ITEMS					
Fund Balance Appropriated - COCC	303,365	-	75,841	(75,841)	(E)
Fund Balance Appropriated - MTW Funds	21,239,711	-	5,309,928	(5,309,928)	(E)
Fund Balance Appropriated -Land Sale Proceeds	356,474	-	89,119	(89,119)	(E)
Operating Transfers-Out Public Housing	(2,488,826)	-	(622,207)	622,207	(F)
Operating Transfers-Out Section 8	(42,450)	-	(10,613)	10,613	(F)
Operating Transfers-Capital Projects	(13,547,460)	(517,431)	(3,386,865)	2,869,434	(F)
Loans To Others	(5,477,449)	(415,163)	(1,369,362)	954,199	(F)
TOTAL OTHER ITEMS	343,365	(932,594)	85,841	(1,018,435)	
NET SURPLUS (DEFICIT)	-	(530,227)	215,730	(745,957)	

COMMENTS

- (A) Unfavorable variance because Social Services fees, interest income, MTW funds and First Ward Income were less than budgeted.
- (B) Favorable variance due to lapsed salaries.
- (C) Favorable variance due to less spending in Professional Consultation and Client Services Contract.
- (D) Favorable variance due to less than budgeted utility usage especially in electricity.
- (E) Unfavorable variance because Fund Balance has not been appropriated.
- (F) Favorable variance because transfers were less than budgeted

Housing Authority of the City of Charlotte
Income Statement - Real Estate Program
For the Three Months Ending June 30, 2012

	<u>Annual Budget</u>	<u>Year -To- Date Actual</u>	<u>Year -To- Date Budget</u>	<u>Variance Fav (Unfav)</u>	<u>Comment Code</u>
<u>INCOME</u>					
MTW Funds	7,808,485	415,163	1,952,121	(1,536,958)	(A)
Developer Fee Revenue	2,035,902	557,828	508,976	48,852	(A)
Other Revenue	735,435	53,597	183,859	(130,262)	(A)
TOTAL OPERATING REVENUE	10,579,822	1,026,588	2,644,956	(1,618,367)	
<u>CONTROLLABLE EXPENDITURES</u>					
SALARIES/BENEFITS	1,800,476	174,437	484,744	310,307	(B)
OPERATING COSTS	970,860	61,428	242,715	181,287	(C)
CAPITAL OUTLAY	7,808,485	415,163	1,952,121	1,536,958	(D)
TOTAL CONTROLLABLE EXPENDITURES	10,579,821	651,029	2,679,580	2,028,551	
SURPLUS (DEFICIT) FROM OPERATIONS	-	375,560	(34,625)	410,184	
NET SURPLUS (DEFICIT)	-	375,560	(34,625)	410,184	

COMMENTS

- (A) Unfavorable variance because MTW Funds have not been utilized
- (B) Favorable variance due to lapsed salaries and benefits.
- (C) Favorable variance due to the inclusion of Future Years' Appropriations.
- (D) Favorable variance due to less spending on Capital Projects than budgeted.

Housing Authority of the City of Charlotte
Income Statement - CORE Programs, Inc.
For the Three Months Ending June 30, 2012

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	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Variance %
REVENUE & OTHER SOURCES					
REVENUE					
Other Income	276,290	510	69,073	(68,563)	-99%
Total	276,290	510	69,073	(68,563)	-99%
Other Sources					
Fund Balance Appropriated	28,238		7,060	(7,060)	-100%
Total	28,238		7,060	(7,060)	-100%
TOTAL REVENUE & OTHER SOURCES	304,528	510	76,133	(75,623)	-99%
EXPENSES					
OPERATING COSTS					
Sundry	28,238	2,839	7,060	4,221	60%
Total	28,238	2,839	7,060	4,221	60%
OTHER ITEMS					
Operating Transfer Out - First Ward	276,290	-	69,073	69,073	100%
Total	276,290	-	69,073	69,073	100%
TOTAL EXPENSES	304,528	2,839	76,133	73,294	96%
NET INCOME (LOSS)	-	(2,329)	-	(2,329)	-3%

	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Comment Code
INCOME					
Other Income	276,290	510	69,073	(68,563)	
TOTAL INCOME	276,290	510	69,073	(68,563)	(A)
CONTROLLABLE EXPENDITURES					
OPERATING COSTS	28,238	2,839	7,060	4,221	(B)
TOTAL CONTROLLABLE EXPENDITURES	28,238	2,839	7,060	4,221	
SURPLUS (DEFICIT) FROM OPERATIONS	248,052	(2,329)	62,013	(64,342)	
Other Items					
Fund Balance Appropriated	28,238	-	7,060	7,060	(C)
Operating Transfer Out - First Ward	276,290	-	69,073	69,073	(C)
TOTAL OTHER ITEMS	248,052	-	62,013	62,013	
NET SURPLUS (DEFICIT)	-	(2,329)	-	(2,329)	-

COMMENTS

- (A) Unfavorable variance because no funds transferred for the First Ward Program
- (B) Favorable variance because less than budgeted expenditures from the Bank of America Foundation Grant.
- (C) Fund have not been appropriated from fund balance and funds have not been transferred for First Ward Program.

Housing Authority of the City of Charlotte
Income Statement - Horizon Acquisition, Inc.
For the Six Months Ending June 30, 2012

	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Variance %
REVENUE & OTHER SOURCES					
REVENUE					
Developer Fees Earned	125,000	-	31,250	(31,250)	-100%
Other Revenue	175,000	319,352	43,750	275,602	630%
Total	300,000	319,352	75,000	244,352	326%
OTHER SOURCES					
Proceeds from Sale of Stock				-	0%
Total	-	-	-	-	0%
TOTAL REVENUE & OTHER SOURCES	300,000	319,352	75,000	244,352	326%
EXPENSES					
OPERATING COSTS					
Sundry	300,000	206,894	75,000	(131,894)	-176%
Total	300,000	206,894	75,000	(131,894)	-176%
OTHER USES					
Acquisition of General Partner Interest			-	-	0%
Total	-	-	-	-	0%
TOTAL EXPENSES	300,000	206,894	75,000	(131,894)	0%
NET INCOME (LOSS)	-	112,458	-	112,458	-326%

	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Comment Code
INCOME					
Other Income	300,000	319,352	75,000	244,352	
TOTAL INCOME	300,000	319,352	75,000	244,352	(A)
CONTROLLABLE EXPENDITURES					
Operating Costs	300,000	206,894	75,000	(131,894)	(B)
Other Uses	-	-	-	-	(B)
TOTAL CONTROLLABLE EXPENDITURES	300,000	206,894	75,000	(131,894)	
SURPLUS (DEFICIT) FROM OPERATIONS	-	112,458	-	112,458	
OTHER SOURCES					
Proceeds from Sale of Stock	-	-	-	-	
NET SURPLUS (DEFICIT)	-	112,458	-	112,458	

COMMENTS

(A) Favorable variance because more property management fees received than anticipated.

(B) Unfavorable variance because more professional services paid than budgeted in first quarter.

Housing Authority of the City of Charlotte
Income Statement - Mill Pond Charlotte, LLC
For the Six Months Ending June 30, 2012

	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Variance %
REVENUE & OTHER SOURCES					
REVENUE					
Tenant Rents	1,494,680	584,345	747,340	(162,995)	-22%
Other Income	59,269	31,237	29,635	1,602	5%
Total	1,553,949	615,582	776,975	(161,393)	-21%
TOTAL REVENUE & OTHER SOURCES	1,553,949	615,582	776,975	(161,393)	-21%
EXPENSES					
SALARIES/BENEFITS					
Salaries/ Benefits - Administrative	155,330	51,664	77,665	26,001	33%
Salaries/ Benefits - Maintenance	93,777	36,626	46,889	10,263	22%
Total	249,107	88,290	124,554	36,264	29%
OPERATING COSTS					
Sundry	274,381	122,855	137,191	14,336	10%
Materials	27,450	7,167	13,725	6,558	48%
Contract Costs	168,867	92,899	84,434	(8,465)	-10%
Other General	723,087	264,806	361,544	96,738	27%
Total	1,193,785	487,727	596,893	109,167	18%
UTILITIES					
Water	52,897	19,647	26,449	6,802	26%
Electricity	53,708	21,307	26,854	5,547	21%
Sewer	4,452	1,301	2,226	925	42%
Total	111,057	42,255	55,529	13,274	24%
TOTAL EXPENSES	1,553,949	618,272	776,975	158,705	20.43%
NET INCOME (LOSS)	-	(2,690)	-	(2,690)	0.00%

	Annual Budget	Year -To- Date Actual	Year -To- Date Budget	Variance Fav (Unfav)	Comment Code
INCOME					
Tenant Rents	1,494,680	584,345	747,340	(162,995)	(A)
Other Operating Revenues	59,269	31,237	29,635	1,602	(A)
TOTAL OPERATING REVENUE	1,553,949	615,582	776,975	(161,393)	
CONTROLLABLE EXPENDITURES					
SALARIES/BENEFITS	249,107	88,290	124,554	36,264	(A)
OPERATING COSTS	1,193,785	487,727	596,893	109,167	(A)
TOTAL CONTROLLABLE EXPENDITURES	1,442,892	576,017	721,447	145,431	
SURPLUS (DEFICIT) BEFORE UTILITIES	111,057	39,565	55,529	(15,962)	
Utilities	111,057	42,255	55,529	13,274	(A)
SURPLUS (DEFICIT) FROM OPERATIONS	-	(2,690)	-	(2,690)	
NET SURPLUS (DEFICIT)	-	(2,690)	-	(2,690)	

COMMENTS

(A) Favorable variance due to adjusts to actuals. Five months of actuals shown.

Horizon Development Properties, Inc.

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

McAlpineTerrace /Glen Cove Apartments Capital Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
City Loan	\$ 279,400	\$ 279,400	\$ -	\$ 279,400	\$ -
Land Sales Proceeds Loan	2,125,278	2,050,041	3,019	2,053,060	72,218
City Housing Trust Fund Loan	2,055,456	2,029,912	-	2,029,912	25,544
Hope VI Loan	1,149,809	1,124,237	421	1,124,658	25,151
Operating Transfer In Horizon	216,307	216,307	-	216,307	-
Total revenue	<u>5,826,250</u>	<u>5,699,897</u>	<u>3,440</u>	<u>5,703,337</u>	<u>122,913</u>
Expenditures					
Capitalized Items	5,826,250	5,341,414	360,508	5,701,922	124,328
Total expenditures	<u>5,826,250</u>	<u>5,341,414</u>	<u>360,508</u>	<u>5,701,922</u>	<u>124,328</u> (A)
Excess of revenue over expenditures	<u>\$ -</u>	<u>\$ 358,483</u>	<u>\$ (357,068)</u>	<u>\$ 1,415</u>	<u>\$ (1,415)</u>

(A)The total project is 98% expended.

Horizon Development Properties, Inc.

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

McMullen Wood Apartments Capital Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
MTW Loan	\$ 1,278,732	\$ 848,137	\$ -	\$ 848,137	\$ 430,595
NCHFA Loan	239,342	239,342	-	239,342	-
City of Charlotte Loan	1,836,000	1,836,000	-	1,836,000	-
Proceeds from Line of Credit	1,278,732	871,551	-	871,551	407,181
Restricted Donations - Hope VI Grant	1,000,000	-	68	68	999,932
Line of Credit Repayment		(871,551)	-	(871,551)	
Total revenue	5,632,806	2,923,479	68	2,923,547	1,837,708
Expenditures					
General and Administrative	1,278,732	28,931	68	28,999	1,249,733
Capitalized Items	4,354,074	2,914,266	-	2,914,266	1,439,808
Total expenditures	5,632,806	2,943,197	68	2,943,265	2,689,541 (A)
Excess of revenue over expenditures	\$ -	\$ (19,718)	\$ -	\$ (19,718)	\$ (851,833)

(A)The total project is 67% expended.

Horizon Development Properties, Inc.

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Seneca Woods Apartments Capital Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
City Loan	\$ 640,000	\$ 640,000	\$ -	\$ 640,000	\$ -
Land Sales Proceeds Loan	650,000	405,717	126,184	531,901	118,099
City Housing Trust Fund Loan	750,000	750,000	-	750,000	-
NCHFA Loan	300,000	300,000	-	300,000	-
Hope VI Loan	1,200,000	1,092,750	-	1,092,750	107,250
Total revenue	3,540,000	3,188,467	126,184	3,314,651	225,349
Expenditures					
Other Expenses	189,500	-	-	-	189,500
Capitalized Items	3,350,500	3,188,467	126,184	3,314,651	35,849
Total expenditures	3,540,000	3,188,467	126,184	3,314,651	225,349 (A)
Excess of revenue over expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

(A)The total project is 94% expended.

Horizon Development Properties, Inc.

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Woodlawn House Apartments Capital Projects

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
City of Charlotte - NSP Loan	\$ 1,500,000	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -
CHA NSP Grant	2,000,000	2,000,000	-	2,000,000	-
MTW Loan	4,865,756	1,232,928	3,308,576	4,541,504	324,252
Proceeds from Line of Credit	3,525,000	3,433,100	-	3,433,100	91,900
Total revenue	11,890,756	8,166,028	3,308,576	11,474,604	416,152
Expenditures					
General and Administrative	3,525,000	3,433,100	-	3,433,100	91,900
Capitalized Items	8,365,756	4,732,928	3,308,576	8,041,504	324,252
Total expenditures	11,890,756	8,166,028	3,308,576	11,474,604	416,152
Excess of revenue over expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

(A)

(A)The total project is 97% expended.

Strawn Parktowne LLC

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Strawn Parktowne Development Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
HTF Loan	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
CHA-MTW Loan	2,050,000	-	-	-	2,050,000
Tax Exempt Bonds Loan	19,900,000	3,293,005	3,074,790	6,367,795	13,532,205
Tax Exempt Tail Loan	1,100,000	50,001	-	50,001	1,049,999
Equity (LIHTC)	13,700,000	2,962,650	1,402,474	4,365,124	9,334,876
Purchase Money Note	5,200,000	5,190,000	-	5,190,000	10,000
EECBG Loan	250,000	-	-	-	250,000
Total revenue	43,200,000	11,495,656	4,477,264	15,972,920	27,227,080
Expenditures					
Administrative	43,200,000	11,452,191	4,496,158	15,948,349	27,251,651
Total expenditures	43,200,000	11,452,191	4,496,158	15,948,349	27,251,651
Excess of revenue over expenditures	\$ -	\$ 43,465	\$ (18,894)	\$ 24,571	\$ (24,571)

Horizon Development Properties, Inc.

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

The Lofts at Seigle Point Capital Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
HUD 221(d)(4) Loan	\$ 20,200,000	\$ -	\$ -	\$ -	\$ 20,200,000
MTW Loan	5,000,000	877,161	72,438	949,599	4,050,401
Total revenue	25,200,000	877,161	72,438	949,599	24,250,401
Expenditures					
General and Administrative	500,000	-	-	-	500,000
Capitalized Items	24,700,000	877,161	72,438	949,599	23,750,401
Total expenditures	25,200,000	877,161	72,438	949,599	24,250,401
Excess of revenue over expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

(A)

(A)The total project is 4% expended.

Horizon Development Properties, Inc.

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Hampton Creste Development Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Prior Years	Current Period		
Revenue					
United Community Bank Loan	\$ 4,440,000	\$ 4,440,000	\$ -	\$ 4,440,000	\$ -
MTW Loan	3,228,362	1,528,424	1,148,777	2,677,201	551,161
RHF Funds Grant	1,401,800	1,401,800	-	1,401,800	-
City of Charlotte - NSP Loan	1,300,000	1,102,420	197,580	1,300,000	-
Habitat for Humanity Contribution	100,000	-	-	-	100,000
Proceeds from Notes, Loan and Bonds	1,400,000	1,400,000	-	1,400,000	-
Total revenue	11,870,162	9,872,644	1,346,357	11,219,001	651,161
Expenditures					
General and Administrative	1,400,000	1,400,000	-	1,400,000	-
Capitalized Items	10,470,162	8,472,644	1,346,357	9,819,001	651,161
Total expenditures	11,870,162	9,872,644	1,346,357	11,219,001	651,161 (A)
Excess of revenue over expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

(A)The total project is 95% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)
HOPE VI - URD
Earle Village Grant (First Ward)

For the Period Ended June 30, 2012

	Grant Authorized	Actual		Total to Date	Remainder of Grant
		Prior Years	Current Period		
Revenue					
Federal Grant - Hope VI	\$ 41,740,155	\$ 41,740,155	\$ -	\$ 41,740,155	\$ -
Program Income	3,058,032	3,043,246	41,567	3,084,813	(26,781)
Total revenue	44,798,187	44,783,401	41,567	44,824,968	(26,781)
Expenditures					
Management Improvements	4,626,254	4,626,254	-	4,626,254	-
Administration	5,029,000	4,864,666	-	4,864,666	164,334
Fees and Costs	4,929,557	4,929,557	-	4,929,557	-
Site Acquisition	1,089,376	1,089,376	-	1,089,376	-
Site Improvement	2,702,101	2,702,101	-	2,702,101	-
Dwelling Structures	15,545,602	15,545,602	-	15,545,602	-
Dwelling Equipment - Nonexpendable	81,111	81,111	-	81,111	-
Nondwelling Structures	3,608,877	3,608,877	-	3,608,877	-
Nondwelling Equipment	822,895	822,895	-	822,895	-
Demolition	3,384,660	3,384,660	-	3,384,660	-
Relocation Costs	411,829	382,318	-	382,318	29,511
Program Income Transfer	2,566,925	2,522,271	41,537	2,563,808	3,117
Total expenditures	44,798,187	44,559,688	41,537	44,601,225	196,962
Excess of revenue over expenditures	\$ -	\$ 223,713	\$ 30	\$ 223,743	\$ (223,743)

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

HOPE VI - URD

Dalton Village Grant (Arbor Glen)

For the Period Ended June 30, 2012

	Grant Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grant
Revenue					
Federal Grant - Hope VI	\$ 24,501,684	\$ 24,501,684	\$ -	\$ 24,501,684	\$ -
Local Grant - City of Charlotte	2,450,000	2,450,000	-	2,450,000	-
Program Income	3,220,179	2,917,089	294,735	3,211,824	8,355
Total revenue	30,171,863	29,868,773	294,735	30,163,508	8,355
Expenditures					
Management Improvements	3,872,705	3,872,705	-	3,872,705	-
Administration	4,402,185	3,188,722	279	3,189,001	1,213,184
Fees and Costs	2,980,380	2,976,561	2,079	2,978,640	1,740
Site Acquisition	992,974	992,974	-	992,974	-
Site Improvement - Federal Grant	2,643,881	2,628,982	-	2,628,982	14,899
Site Improvement - Local Grant	2,000,000	2,000,000	-	2,000,000	-
Dwelling Structures	9,045,672	9,009,374	-	9,009,374	36,298
Dwelling Equipment - Nonexpendable	31,870	31,870	-	31,870	-
Nondwelling Structures	33,445	33,445	-	33,445	-
Nondwelling Equipment	68,628	68,628	-	68,628	-
Demolition	3,040,110	3,040,110	-	3,040,110	-
Relocation Costs	482,854	482,854	-	482,854	-
Program Income Transfer	577,159	376,527	-	376,527	200,632
Total expenditures	30,171,863	28,702,752	2,358	28,705,110	1,466,753
Excess of revenue over expenditures	\$ -	\$ 1,166,021	\$ 292,377	\$ 1,458,398	\$ (1,458,398)

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

HOPE VI - URD

Fairview Homes Grant (The Park at Oaklawn)

For the Period Ended June 30, 2012

	Grant Authorized	Actual		Total to Date	Remainder of Grant
		Prior Years	Current Period		
Revenue					
Federal Grant - Hope VI	\$ 34,724,570	\$ 34,724,570	\$ -	\$ 34,724,570	\$ -
Local Grant - City of Charlotte	1,300,000	1,300,000	-	1,300,000	-
Program Income	2,366,840	2,173,952	48,858	2,222,810	144,030
Restricted Donations	58,500	58,052	-	58,052	448
Total revenue	38,449,910	38,256,574	48,858	38,305,432	144,478
Expenditures					
Management Improvements	2,028,941	2,028,941	-	2,028,941	-
Administration	3,781,763	2,652,700	1,600	2,654,300	1,127,463
Fees and Costs	2,823,627	2,823,627	-	2,823,627	-
Site Acquisition	2,745,676	2,745,676	-	2,745,676	-
Site Improvement - Federal Grant	6,083,182	6,083,182	-	6,083,182	-
Site Improvement - Local Grant	1,300,000	1,300,000	-	1,300,000	-
Dwelling Structures	14,246,238	14,132,444	-	14,132,444	113,794
Nondwelling Structures	1,091,562	1,091,562	-	1,091,562	-
Nondwelling Equipment	362,000	362,000	-	362,000	-
Demolition	2,986,897	2,986,897	-	2,986,897	-
Relocation Costs	562,938	562,938	-	562,938	-
Restricted Donation Transfers	58,500	58,052	-	58,052	448
Program Income Transfer	378,586	378,586	-	378,586	-
Total expenditures	38,449,910	37,206,605	1,600	37,208,205	1,241,705
Excess of revenue over expenditures	\$ -	\$ 1,049,969	\$ 47,258	\$ 1,097,227	\$ (1,097,227)

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

HOPE VI - URD

Piedmont Courts (Seigle Point) Grant

For the Period Ended June 30, 2012

	Grant Authorized	Prior Years	Actual		Remainder of Grant
			Current Period	Total to Date	
Revenue					
Federal Grant - Hope VI	\$ 20,000,000	\$ 20,000,000	\$ -	\$ 20,000,000	\$ -
Local Grant - City of Charlotte	5,660,000	5,498,423	-	5,498,423	161,577
Other Grants	900,000	400,000	-	400,000	500,000
Program Income	4,773,934	5,715,028	368,568	6,083,596	(1,309,662)
Transfer - Horizon Development	45,010	45,010	-	45,010	-
Total revenue	31,378,944	31,658,461	368,568	32,027,029	(648,085)
Expenditures					
Management Improvements	1,353,179	1,353,179	-	1,353,179	-
Administration	3,487,267	2,092,998	6,774	2,099,772	1,387,495
Fees and Costs	2,549,023	2,539,206	-	2,539,206	9,817
Site Acquisition - Local Grant	1,291,329	1,197,236	-	1,197,236	94,093
Site Improvement - Federal Grant	2,742,459	2,742,459	-	2,742,459	-
Site Improvement - Local Grant	4,460,000	4,346,198	-	4,346,198	113,802
Dwelling Structures	11,547,727	11,116,376	3,409	11,119,785	427,942
Dwelling Structures - Other Grants	900,000	400,000	-	400,000	500,000
Dwelling Equipment - Nonexpendable	47,191	47,191	-	47,191	-
Nondwelling Structures	875,000	875,000	-	875,000	-
Demolition	1,424,232	1,424,232	-	1,424,232	-
Relocation Costs	341,037	341,037	-	341,037	-
Program Income Transfer	360,500	289,051	30,000	319,051	41,449
Total expenditures	31,378,944	28,764,163	40,183	28,804,346	2,574,598
Excess of revenue over expenditures	\$ -	\$ 2,894,298	\$ 328,385	\$ 3,222,683	\$ (3,222,683)

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

HOPE VI - URD

Boulevard Homes Grant

For the Period Ended June 30, 2012

	Grant Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grant
Revenue					
Federal Grant - Hope VI	\$ 20,900,000	\$ 1,045,576	\$ 1,884,133	\$ 2,929,709	\$ 17,970,291
Operating Transfer In - MTW	9,000,000	-	-	-	9,000,000
Local Grants - City of Charlotte	12,000,000	-	-	-	12,000,000
Total revenue	41,900,000	1,045,576	1,884,133	2,929,709	38,970,291
Expenditures					
Management Improvements	3,100,000	881,276	995,554	1,876,830	1,223,170
Administration	2,500,000	164,300	462,368	626,668	1,873,332
Restricted Donations- Hope VI Grant	1,000,000	-	-	-	1,000,000
Capitalized Items	35,300,000	-	426,211	426,211	34,873,789
Total expenditures	41,900,000	1,045,576	1,884,133	2,929,709	38,970,291
Excess of revenue over expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

(A) The total project is 6% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Central Office Capital Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Current Period	Current Period		
REVENUE					
Proceeds from Notes, Loans and Bonds	\$ 11,500,000	\$ 5,342,218	\$ 147,840	\$ 5,490,058	\$ 6,009,942
EXPENDITURES					
Administration	125,000	42,218	-	42,218	82,782
Capitalized Item	11,375,000	5,300,000	147,840	5,447,840	5,927,160
TOTAL EXPENDITURES	11,500,000	5,342,218	147,840	5,490,058	6,009,942
EXCESS OF REVENUE OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

(A)

(A) The total project is 48% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Central Office Capital Project

For the Period Ended June 30, 2012

	Budget	Actual		Total to Date	Remainder of Project
		Current Period	Current Period		
REVENUE					
Proceeds from Notes, Loans and Bonds	\$ 11,500,000	\$ 5,342,218	\$ 147,840	\$ 5,490,058	\$ 6,009,942
EXPENDITURES					
Administration	125,000	42,218	-	42,218	82,782
Capitalized Item	11,375,000	5,300,000	147,840	5,447,840	5,927,160
TOTAL EXPENDITURES	11,500,000	5,342,218	147,840	5,490,058	6,009,942
EXCESS OF REVENUE OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

(A)

(A) The total project is 48% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

CAPITAL GRANTS

Replacement Housing Factor - Program Income

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
Program Income	\$ 892,000	\$ 976,011	\$ 8,227	\$ 984,238	\$ (92,238)
EXPENDITURES					
Fees and Costs	281	-	-	-	281
Dwelling Structures	889,538	562,115	-	562,115	327,423
Dwelling Equipment	2,181	-	-	-	2,181
TOTAL EXPENDITURES	892,000	562,115	-	562,115	329,885
EXCESS OF REVENUE OVER EXPENDITURES	\$ -	\$ 413,896	\$ 8,227	\$ 422,123	\$ (422,123)

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Robinsdale Apartment Renovation Capital Project

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
City Housing Trust Funds	\$ 548,366	\$ 104,198	\$ 444,168	\$ 548,366	\$ -
Operating Transfer In - MTW	1,310,983	50,524	708,984	759,508	551,475
	1,859,349	154,722	1,153,152	1,307,874	551,475
EXPENDITURES					
Capitalized Items	1,859,349	154,722	1,153,152	1,307,874	551,475
TOTAL EXPENDITURES	1,859,349	154,722	1,153,152	1,307,874	551,475
EXCESS OF REVENUE OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

(A) The total project is 70% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Edwin Towers Renovation Capital Project

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
City Housing Trust Funds	\$ 649,313	\$ 225,290	\$ 380,010	\$ 605,300	\$ 44,013
Operating Transfer In - MTW	3,460,554	245,102	267,647	512,749	2,947,805
	<u>4,109,867</u>	<u>470,392</u>	<u>647,657</u>	<u>1,118,049</u>	<u>2,991,818</u>
EXPENDITURES					
Capitalized Items	4,109,867	470,392	647,657	1,118,049	2,991,818
TOTAL EXPENDITURES	<u>4,109,867</u>	<u>470,392</u>	<u>647,657</u>	<u>1,118,049</u>	<u>2,991,818</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

(A) The total project is 27% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Wallace Woods Renovation Capital Project

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
Operating Transfer In - MTW	\$ 1,828,800	\$ 21,466	\$ 737,833	\$ 759,299	\$ 1,069,501
EXPENDITURES					
Capitalized Items	1,828,800	21,466	737,833	759,299	1,069,501
TOTAL EXPENDITURES	1,828,800	21,466	737,833	759,299	1,069,501
EXCESS OF REVENUE OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

(A) The total project is 42% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Charlottetown Terrace CFRC Capital Project

For the Period Ended June 30, 2012

	Budget	Actual			Remainder of Project
		Prior Years	Current Period	Total to Date	
Revenue					
City Housing Trust Funds	\$ 1,000,000	\$ 345,272	\$ 654,728	\$ 1,000,000	\$ -
Operating Transfer In - MTW	5,200,000	1,904,031	3,219,649	5,123,680	76,320
Operating Transfer In - LSP	460,000	1,966	248,831	250,797	209,203
CFRC Grant	6,200,000	2,178,254	4,021,746	6,200,000	-
Total revenue	12,860,000	4,429,523	8,144,954	12,574,477	285,523
Expenditures					
Capitalized Items	12,860,000	4,429,523	8,144,954	12,574,477	285,523 (A)
Total expenditures	12,860,000	4,429,523	8,144,954	12,574,477	285,523
Excess of revenue over expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

CFRC Grant Period: September 24, 2009 - September 23, 2012; Obligation End Date: September 23, 2010

(A) The total CFRC grant has 0% remaining and 14% time remaining in the grant.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

Gladedale Renovation Capital Project

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
Operating Transfer In - MTW	\$ 1,065,499	\$ -	\$ -	\$ -	\$ 1,065,499
EXPENDITURES					
Capitalized Items	1,065,499	-	-	-	1,065,499
TOTAL EXPENDITURES	1,065,499	-	-	-	1,065,499
EXCESS OF REVENUE OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

(A) The total project is 0% expended.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

CFFP Capital Project

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
City Housing Trust Funds	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Tax Exempt Bonds (CFFP)	19,900,000	-	2,043,747	2,043,747	17,856,253
Land Sales Proceeds	1,000,000	-	-	-	1,000,000
EECBG Grant	250,000	-	-	-	250,000
	<u>22,150,000</u>	<u>-</u>	<u>2,043,747</u>	<u>2,043,747</u>	<u>20,106,253</u>
EXPENDITURES					
Debt Service Reserves	854,000	-	-	-	854,000
Fifth Third Loan Paydown (EPC)	146,000	-	-	-	146,000
TOTAL EXPENDITURES	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>
OTHER USES					
Loans To Others - HTF	1,000,000	-	-	-	1,000,000
Loans To Others - Bond Proceeds	19,900,000	-	2,043,747	2,043,747	17,856,253
Loans To Others - EECBG	250,000	-	-	-	250,000
TOTAL EXPENDITURES	<u>21,150,000</u>	<u>-</u>	<u>2,043,747</u>	<u>2,043,747</u>	<u>19,106,253</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

ROSS Grants

2009 ROSS - FSSR Service Coordinators Grant

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
Federal Grant	\$ 662,417	\$ 237,727	\$ 37,988	\$ 275,715	\$ 386,702
EXPENDITURES					
Coordinator Salary & Benefits	554,417	206,261	29,977	236,238	318,179
Training Costs	18,000	676	568	1,244	16,756
Administrative & Other Costs	90,000	30,790	7,443	38,233	51,767
TOTAL EXPENDITURES	<u>662,417</u>	<u>237,727</u>	<u>37,988</u>	<u>275,715</u>	<u>386,702</u> (A)
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Grant Period: August 25, 2010 - August 24, 2013

(A) The total grant has 58% remaining with 38% time remaining in the grant.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

ROSS Grants

2010 ROSS - Federal FSSR Coordinator Grant

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
Federal Grant	\$ 65,000	\$ 36,397	\$ 7,448	\$ 43,845	\$ 21,155
EXPENDITURES					
Coordinator Salary & Benefits	65,000	36,397	7,448	43,845	21,155
TOTAL EXPENDITURES	<u>65,000</u>	<u>36,397</u>	<u>7,448</u>	<u>43,845</u>	<u>21,155</u> (A)
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Grant Period: June 22, 2011 - December 21, 2012, including six month extension

(A) The total grant has 33% remaining with 32% time remaining in the grant.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

ROSS Grants

2011 ROSS - Federal FSSR Coordinator Grant

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
Federal Grant	\$ 65,000	\$ -	\$ -	\$ -	\$ 65,000
EXPENDITURES					
Coordinator Salary & Benefits	65,000	-	-	-	65,000
TOTAL EXPENDITURES	65,000	-	-	-	65,000 (A)
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

Grant Period: September 26, 2011 - September 25, 2013, including 2 six month extensions

(A) The total grant has 100% remaining with 62% time remaining in the grant.

Housing Authority of the City of Charlotte

Schedule of Revenue and Expenditures - Budget and Actual (Non-GAAP)

NSP Grants

2009 Neighborhood Stabilization Program Grant

For the Period Ended June 30, 2012

	Grants Authorized	Prior Years	Actual Current Period	Total to Date	Remainder of Grants
REVENUE					
NC Dept of Community Assistance	\$ 2,100,000	\$ 2,053,218	\$ 30,766	\$ 2,083,984	\$ 16,016
EXPENDITURES					
Administration	100,000	53,218	30,766	83,984	16,016
Dwelling Structures	2,000,000	2,000,000	-	2,000,000	-
TOTAL EXPENDITURES	2,100,000	2,053,218	30,766	2,083,984	16,016 (A)
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -

Grant Period: June 1, 2009 - August 9, 2012; Obligation End Date: July 18, 2010

(A) The total project has .8% remaining with 11% time remaining in the grant.

DEPOSITS
AND
INVESTMENTS

HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
Quarterly Report of Deposits and Investments as of June 30, 2012

	Bank / Broker	Total Balance 3/31/12	Total Preliminary Balance 06/30/12	Externally Restricted Amount	Internally Restricted Amount	Unrestricted Balance	Comments
Conventional							
Revolving	Fifth Third Bank	\$ 20,338,705.94	\$ 22,280,407.09	\$ -	\$ -	\$ 22,280,407.09	Unrestricted for use by the AMPs
* Revolving - Land Sale Proceeds	Fifth Third Bank	994,053.64	975,386.51	-	975,386.51	-	Restricted By Board for Land Acquisition/Pursuit Costs
Conventional Security Deposits	Fifth Third Bank	336,450.73	323,754.08	323,754.08	-	-	For Payment of Tenant Deposits
Workers Comp Account	Fifth Third Bank	23,971.44	22,229.83	-	22,229.83	-	Self funded Worker's Compensation Program
Healthcare Reimbursement Account	Fifth Third Bank	26,134.38	37,128.05	37,128.05	-	-	Healthcare Reimbursement
Compensating Balance CD	Fifth Third Bank	225,000.00	225,000.00	225,000.00	-	-	Restricted by Fifth Third in lieu of fees
Escrow Accounts	Fifth Third Bank	1,396,044.14	1,435,452.34	1,435,452.34	-	-	For Payment of Escrow Balances
TOTAL:		23,340,360.27	25,299,357.90	2,021,334.47	997,616.34	22,280,407.09	
Horizon Development Properties							
Horizon Development	Fifth Third Bank	1,837,920.60	2,852,077.94	-	-	2,852,077.94	Restricted By Board for Land Acquisition/Pursuit Costs
* Horizon - Land Sale Proceeds	Fifth Third Bank	694,727.98	695,040.27	-	695,040.27	-	Certificate of Deposit - Strawn Parktowne LLC
Certificate of Deposit	Fifth Third Bank	200,000.00	200,000.00	200,000.00	-	-	For Stepping Stone Properties Maintenance
Replacement Reserve	Fifth Third Bank	1,209,878.78	1,210,419.85	1,210,419.85	-	-	For Payment of Tenant Deposits
Horizon Development Security Deposits	Fifth Third Bank	93,003.09	102,455.08	102,455.08	-	-	Restricted by Mecklenburg County
Mecklenburg County IDA	Fifth Third Bank	105,231.76	105,278.82	105,278.82	-	-	Operating Reserve for the property
Mill Pond Reserves	Fifth Third Bank	368,185.39	368,350.05	368,350.05	-	-	Operating Reserve for the property
Woodlawn House Reserves	Fifth Third Bank	275,922.53	276,045.93	276,045.93	-	-	Operating Reserve for the property
Hampton Creste Oper Reserves	Fifth Third Bank	55,070.84	55,095.47	55,095.47	-	-	Operating Reserve for the property
Seneca Woods Reserves	Fifth Third Bank	177,466.94	177,546.31	177,546.31	-	-	Operating Reserve for the property
Turnkey III Administrative Use	Fifth Third Bank	158,741.37	158,812.36	158,812.36	-	-	Restricted for use at Oak Valley and Valley View
TOTAL:		5,176,149.28	6,201,122.08	2,654,003.87	695,040.27	2,852,077.94	
Section 8							
CORE	Fifth Third Bank	3,838,560.86	3,927,827.07	3,927,827.07	-	-	For CORE Mission
CORE Funds	Fifth Third Bank	1,701,183.49	1,701,994.29	1,701,994.29	-	-	For CORE Mission
TOTAL:		1,701,183.49	1,701,994.29	1,701,994.29	695,040.27	2,852,077.94	
STRAWN PARKTOWNE, LLC							
Strawn Parktowne, LLC	Fifth Third Bank	239,638.43	1,031,013.56	1,031,013.56	-	-	For CORE Mission
TOTAL:		239,638.43	1,031,013.56	1,031,013.56	-	-	
MTW FUNDS							
MTW Funds	Fifth Third Bank	22,806,865.99	23,780,337.94	23,780,337.94	-	-	For Moving To Work program
Commercial Paper - Abbey National	Fifth Third Bank	3,987,400.00	3,998,000.00	3,998,000.00	-	-	For Moving To Work program
NC Capital Management Trust	NC Capital Management	2,121,378.41	2,121,663.62	2,121,663.62	-	-	For Moving To Work program
TOTAL:		28,915,644.40	29,900,001.56	29,900,001.56	-	-	
Grants							
Arbor Glen Program Income	Fifth Third Bank	1,145,981.25	1,398,440.05	1,398,440.05	-	-	Per HOPE VI agreement
First Ward Program Income	Fifth Third Bank	368,203.60	368,368.27	368,368.27	-	-	Per HOPE VI agreement
RHF Program Income	Fifth Third Bank	413,954.55	419,660.66	419,660.66	-	-	Per HOPE VI agreement
Piedmont Courts Program Income	Fifth Third Bank	2,277,451.58	2,600,336.01	2,600,336.01	-	-	Per HOPE VI agreement
Park @ Oaklawn Program Income	Fifth Third Bank	1,264,900.56	1,558,871.54	1,558,871.54	-	-	Per HOPE VI agreement
TOTAL:		5,470,491.54	6,345,676.53	6,345,676.53	-	-	
GRAND TOTAL:		\$ 66,980,844.78	\$ 72,704,998.70	\$ 45,879,857.06	\$ 1,692,656.61	\$ 25,132,485.03	

* Horizon Land Sale Proceeds not presented separately last quarter

***LAND SALE
PROCEEDS***

HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
Land Sale Proceeds Detail
As of June 30, 2012

Sale Description	Date	Sale Proceeds	Interest	Development Purchases	Existing Operations Purchases	Balance	Commitments	Remaining Amount	Comments
Central Office Cost Center (COCC)									
Boulevard Centro (Autumn Place)									
Land Sale	8/25/2004	1,278,871.24							debt waiver 8/17/03
Interest			79,966.78						
Purchases	12/1/2004			(18,311.86)					Piedmont Land/pursuit costs
	3/31/2006			(80,784.42)					Piedmont Land/pursuit costs
	9/30/2006			(56,543.45)					Piedmont Land/pursuit costs
	10/31/2006			(1,080,602.03)					McAlpine / Glen Cove
	11/21/2006				(118,930.03)				AG 50 Renovations
	8/31/2007			81,811.00					Reimb for McAlpine / Glen Cove from Hope VI
Commitments									
Subtotal		1,278,871.24	79,966.78	(1,154,430.76)	(118,930.03)	85,477.23	-	85,477.23	
Renwick Property									
Restriction: For the provision of low-income housing for public housing families and/or families receiving assistance under Section 8. CHA may also exercise its option of creating a commercial enterprise on site at a public housing development for the benefit of the residents.									
Land Sale	10/5/2005	1,144,360.00							
Interest			136,183.72						
Payments	11/19/2008	(400,000.00)							Partial payment for Mews
	2/9/2009	(3,593.50)							Legal/Development Consultant Expenses for Mews
	9/10 - current			(800,000.00)					Hall House Renovation
	3/19/2010	(23,888.14)							Final payment for Mews
Commitments									
Subtotal		716,878.36	136,183.72	(800,000.00)	(800,000.00)	85,082.08	-	85,082.08	
Turnkey III									
Restriction: For the Development of low-income housing and other eligible uses.									
Property Sales	6/24/2008	92,689.55							
Interest			1,283.66						
Purchases									
Commitments									
Subtotal		92,689.55	1,283.66	-	-	93,973.21	-	93,973.21	
COCC TOTAL		2,088,439.15	217,434.16	(1,154,430.76)	(918,930.03)	232,512.52	-	232,512.52	
Asset Management Projects (AMP)									
Belvedere									
Restriction: Maintenance of existing housing stock and/or the development of affordable rental units for families with incomes at or below 80% of area median income.									
Land Sale	1/10/2008	1,050,000.00							
Interest			22,435.98						
Purchases	2/15/2009			(140,561.50)					Seneca Woods Capital Project
	3/27/2009			(316,639.00)	(160,000.00)				Hall House Homeless Initiative
	3/30/2009				(389,294.60)	(1,006,495.10)			Fairmarket Square Capital Project
	09/09 - current						(65,940.88)		Seneca Woods Capital Project
Commitments									Seneca Woods Capital Project
Subtotal Belvedere		1,050,000.00	22,435.98	(457,200.50)	(549,294.60)	65,940.88	(65,940.88)	-	
Bilbro Billboard Rental (Piedmont Courts)									
Restriction: No restriction									
Billboard Rental	10/06 - current	48,300.00							
Interest			844.73						
Purchases									
Commitments									
Subtotal		48,300.00	844.73	-	-	49,144.73	-	49,144.73	

HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
Land Sale Proceeds Detail
As of June 30, 2012

Sale Description	Date	Sale Proceeds	Interest	Development Purchases	Existing Operations Purchases	Balance	Commitments	Remaining Amount	Comments
Live Oak									
Land Sale	5/31/2007	5,051,205.21	228,149.85		(281,069.97)				AG 50 Renovations
Interest	11/21/2006			(2,000,000.00)					940 Brevard Bridge Loan
Purchases	8/07 - 12/07			2,000,000.00					Repayment of 940 Brevard Loan
	Jan-08		41,905.07						Interest earned on 940 Brevard Loan
	1/23/2008			(1,337,773.00)					Loan to South Park Seniors
	8/08 - 12/08		60,578.28	1,337,773.00					Repayment of South Park Seniors loan
	11/19/2008				(670,622.00)				Interest Earned on South Park Seniors loan
	2/26/2009			(856,500.00)					McAlpine / Glen Cove Renovation
	9/18/2009			(3,000,000.00)					Live Oak Multifamily
	1/19/2010								Mill Pond
	5/10 - 9/10				(400,000.00)				Hall House Renovation
	1/21/2011			(3,186.83)					Expenses related to AG Single Family Home Development
Commitments							(101,689.27)		Charlottetown Capital Project
Subtotal Live Oak		5,051,205.21	330,633.20	(3,859,686.83)	(1,351,691.97)	170,459.61	(101,689.27)	68,770.34	
Ground Lease (Live Oak)									
Lease Income	5/07, 8/08	350,000.00	8,310.73			350,000.00			
Interest						8,310.73			
Purchases				(250,796.77)		(250,796.77)			Charlottetown Capital Project
Commitments							(107,513.96)		Charlottetown Capital Project
Subtotal Ground Lease		350,000.00	8,310.73	(250,796.77)	-	107,513.96	(107,513.96)	-	
Ground Lease (First Ward)									
Lease Income	9/07 - current	125,000.00	2,421.23			125,000.00			
Interest						2,421.23			
Purchases							(54,107.76)		Seneca Woods Capital Project
Commitments							(54,107.76)		
Subtotal Ground Lease		125,000.00	2,421.23	-	-	127,421.23	(54,107.76)	73,313.47	
Strawn Tower									
Land Sale	12/28/2011	222,193.75	199.83			222,193.75			
Interest						199.83			
Purchases									
Commitments									
Subtotal Ground Lease		222,193.75	199.83	-	-	222,393.58	-	222,393.58	
AMP TOTAL		6,846,698.96	364,845.70	(4,316,887.33)	(2,151,783.34)	742,873.99	(329,251.87)	413,622.12	
Horizon Development Properties, Inc.									
Property Sale	7/18/2011	693,895.65	1,144.62			693,895.65			
Interest						1,144.62			
Purchases									
Commitments									
Subtotal Villa Court		693,895.65	1,144.62	-	-	695,040.27	-	695,040.27	
HORIZON DEVELOPMENT TOTAL		693,895.65	1,144.62	-	-	695,040.27	-	695,040.27	
GRAND TOTAL		9,629,033.76	563,424.48	(5,471,316.09)	(3,070,713.37)	1,670,426.78	(329,251.87)	1,341,174.91	

NOTE: CHA has committed to Brooklyn Village future land sales proceeds not to exceed \$1,250,000, if available at the time.

***ADMINISTRATIVE
BUDGET
CHANGES***

ADMINISTRATIVE BUDGET CHANGES

In accordance with the board resolution for operating and grant budgets, the CEO or his designee may transfer funds in amounts not to exceed \$50,000 in the operating budget and \$100,000 in the grant budgets. Further any such transfers should be reported at the regular meeting of the board at which the budget to actual results are discussed and such transfers must be entered in the minutes of that meeting. Listed below are the transfers affecting the operating budget for the quarter ended June 30, 2012.

	<i>Field Operations Program</i>	<i>Administration Program</i>	<i>Real Estate Program</i>	<i>Mill Pond Charlotte, LLC</i>	<i>Earle Village Hope VI Grant</i>
Salaries/Benefits	(26,836)	14,492	-	24,950	-
Operating Costs	13,836	(14,492)	-	(28,285)	-
Utilities	13,000	-	-	3,335	-
Capital Outlay	-	-	-	-	-
Administration	-	-	-	-	41,537
Indirect Costs	-	-	-	-	-
Transfer to Conventional	-	-	-	-	(41,537)
TOTAL OF BUDGET CHANGES	-	-	-	-	-

***CONSENT
AGENDA
ACTION
ITEMS***

8.A 2600 and 2821 Youngblood Street Property Disposition

<p>Action: Authorize the Housing Authority of the City of Charlotte (CHA) to Dispose of Property at 2600 and 2821 Youngblood Street.</p>

Staff Resource: Michelle Allen

Strategic Business: Real Estate Development

Strategic Goal: Ensure the Authority's Long Term Financial Viability

Explanation:

The \$11.5M MTW loan for the new office building is to be repaid from the proceeds of the sale of CHA's headquarter property at 1301 South Boulevard and the Youngblood property. Staff is requesting the adoption of a resolution authorizing staff to proceed with the disposition process for the Youngblood property. A Board resolution is required by the Special Applications Center (SAC) in order to process the disposition application.

Committee Discussion:

During a closed session of the July 8, 2012 Real Estate Committee, the Board authorized staff to proceed with the disposition of the Youngblood property.

Community Input:

None

Summary of Bids:

N/A

Section 3/MWBE Consideration:

Section 3/MWBE consideration will be given in the contracting of brokerage services for the sale of this property.

Attachment:

Resolution

RESOLUTION

AUTHORIZE THE HOUSING AUTHORITY OF THE CITY OF CHARLOTTE (CHA) TO DISPOSE OF PROPERTY AT 2600 AND 2821 YOUNGBLOOD STREET

WHEREAS, The Housing Authority of the City of Charlotte (CHA) is the owner of property at 2600 and 2821 Youngblood Street; and

WHEREAS, CHA desires to dispose of the asset known as 2600 and 2821 Youngblood Street; and

WHEREAS, CHA intends to use the proceeds from the sale of 2600 and 2821 Youngblood Street to pay down CHA’s MTW loan for its new office building.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Charlotte (CHA) authorizes the CHA Authorized Signatory to execute any and all necessary instruments to initiate the disposition of 2600 and 2821 Youngblood Street property.

RECORDING OFFICER’S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, NC do hereby certify that this Resolution was properly adopted at a regular meeting held August 21, 2012.

(SEAL)

BY: _____

Shaunté Evans
Interim Secretary

8.B Future Use of Hall House

Action: **A. Authorize CHA to Extend the Use of Hall House as Temporary Housing.**
 B. Authorize Staff to Procure the Services of a Developer Partner.

Staff Resource: Twyla Taylor/Jeff Meadows

Strategic Business: Real Estate Development

Strategic Goal: Maximize Economic, Physical & Social Value of our Real Estate Portfolio; Ensure Authority's Long-Term Financial Viability.

Background/Policy Framework:

Over the past few years Hall House has undergone several changes with regards to its use, ranging from a proposed sale and homeless shelter to temporary housing for existing public housing residents. Hall House was placed on the National Register of Historic Places in August 2011 as a result of the HUD Section 106 Historic Preservation Review Process. Moreover, Hall House is now subject to the limits placed on the Section 9 units by the Capital Fund Finance Program (CFFP) Bond Covenants and governed by the Faircloth Amendment. By January 2013 Hall House will experience yet another change when it becomes vacant and CHA will realize a loss of its Project Expense Level (PEL) funding, as well as its Capital Funds and Management Fees to the Central Office Cost Center (COCC).

In forecasting the substantial loss of revenue that is expected early next year, staff assembled a cross functional team to identify solutions for the long-term future use of Hall House. After several strategic planning sessions the following options were identified:

1. **Sale of Hall House** – A feasibility study and appraisal was completed in 2008 exploring the conversion of the property to a market rate apartment complex or a hotel. The conclusion was that the highest and best use of the property was vacant land. However, with the Historic Designation now in place demolishing the structure is not feasible for CHA. Due to the capital funds for Hall House exceeding the 5% deviation limitation dictated by the CFFP transaction, any disposition proposal to the Special Application Center (SAC) would be rejected based upon Hall House's impact on the capital fund. These conditions make this option non feasible.

2. **Maintain 100% Section 9 and Renovate** – The North Carolina Housing Finance Agency, local and state historic preservation officials, tax credit investors and accountants, and a developer with historic tax credit experience were consulted to vet this concept. This option was also explored further to include extensive rehabilitation utilizing Historic Tax Credits, Federal and State Tax Credits, and other capital improvement resources. Based on the information gathered from industry experts, a

feasibility analysis was completed using the aforementioned resources and determined to be feasible.

3. **Maintain 100% Section 9, Renovate and Include Structured Parking** – The residential portion was a viable option with the use of the aforementioned resources however, the structured parking concept became a challenge due to the associated economics. CHA’s Real Estate Consultant and previous Director of Real Estate researched the various uses in the surrounding area and concluded that little to no value would be created by constructing a parking deck due to the limited office workers in the area.
4. **As-is/Homeless Shelter** – It was determined that the last time Hall House was used as a temporary transitional shelter for the homeless the program was underutilized. Sixty-eight (68) of the 191 units were occupied and due to the cost of operations CHA preferred not to replicate this program.
5. **Maintain Existing Residential Units, add Retail and Parking Deck** – While the residential use proved to be a viable option as noted above, the parking deck had little to no value. However, by adding the retail component on the first level of Hall House surface parking would be a better fit. According to CHA’s Real Estate Consultant, retail in this area of uptown is limited as the high demand factors are absent. The Consultant further noted that users that would find the Hall House residents captive customers might find this opportunity attractive. Moreover, the type of tenants that have expressed an interest in that area of uptown included a convenient store, sundry shop/dry cleaner, cafeteria and urgent care medical providers.
6. **Convert 0 Bedrooms, add Market Units, Retail and Parking Deck** – This option was not viable due to the loss of Section 9 units and the same issues identified above for the parking deck.

The team presented the options to Senior Management and the ultimate decision was to further explore Option #2. The project will have several points of vulnerability within the process with key points of risk including the following; 1) the tax credit application may not be funded; 2) the rehabilitation scope and costs may increase in the review process by the National Parks Service; 3) the Designated Housing Plan approval from HUD is required; 4) HUD approval from the Special Application Center (SAC) is needed and may cause schedule delays and 5) the state historic tax credit is due to sunset in January 2015. If legislation is not extended a funding gap will be created and must be addressed to advance the project.

Explanation:

Extend Temporary Housing Schedule. As noted above, with the pending vacancy of Hall House quickly approaching (January 2013), staff has devised a plan to prevent the loss of revenue to the COCC by using Hall House as temporary housing for Edwin Towers which is scheduled to undergo extensive renovations under the Capital Asset Program. As a result of these renovations, time will be available, due to its “modernization” status, to continue the planning process of Hall House and pursue tax credit financing. By combining our resources and revising the Edwin Tower schedule

the planned work can take place earlier rather than later. Moreover, by undertaking the planned renovations at Edwin Towers at one time as opposed to over time, construction savings will be realized which will help defray the cost for relocation. This proposed activity is scheduled to take approximately 9 months for completion which is sufficient time to apply for tax credits and complete other due diligence activities.

This plan will require an extension to the temporary status for Hall House which was previously approved by the Board in April 2010. Resolution #1831 authorized staff to spend \$1,200,000 for unit preparation for the Charlottetown moves and another \$1,600,000 was spent in preparation for the Strawn Tower relocation. Based on this historical data, the successful implementation of this new approach will substantially reduce the cost of maintaining this 70 year old structure. Furthermore, with the completion of Hall House and Edwin Towers, all hi-rises within CHA's portfolio will have undergone major rehabilitation.

Procure Developer Services. Staff is also recommending procuring a development partner to lead the team during the financing process, subsequent construction and operation of the property. The developer will be required to have extensive knowledge and experience in the areas of historic tax credits, historic preservation and the overall compliance process. To offset the cost of due diligence activities, staff intends to utilize approximately \$250,000 for pre-development activities.

Projected Sources and Uses

Sources

Low Income Housing Tax Credits	\$ 8,197,367
Historic Tax Credits	\$ 1,065,134
State Historic Tax Credits or CHA Funds	\$ 1,065,134
State Tax Credits	\$ 969,504
Equity (Building)	<u>\$10,000,000</u>
Total Sources	\$21,297,139

Uses

Acquisition	\$10,000,000
Construction	\$ 8,139,539
Soft Costs	\$ 2,088,750
Reserves	<u>\$ 1,068,850</u>
Total Uses	\$21,297,139

<i>Schedule</i>	
Present at RED Committee	8/9/2012
Authorization to Proceed (Board)	8/21/2012
Initiate Process for Procuring Developer	8/22/2012
Obtain Board Approval (Developer)	11/20/2012
Begin Disposition Process	11/21/2012
Submit Disposition Plan to SAC	1/8/2013
Develop Preliminary Tax Credit App.	1/11/2013
Construction Start - Edwin Towers	3/5/2013
Const. Completion - Edwin Towers	3/7/2014
Develop Final Tax Credit App.	4/15/2013
Develop Historic Tax Credit App.	5/1/2013
Conduct Financial Closing	9/6/2013
Construction Start - Hall House	4/8/2014
Obtain Certificate of Occupancy	9/1/2015
Lease-Up	9/2/2015

Committee Discussion:

This item was discussed at the August 9, 2012 Real Estate Committee Meeting and approved unanimously for the August 21 regular Board of Commissioners meeting consent agenda.

Community Input:

Not Applicable

Summary of Bids:

Not Applicable

Section 3/MWBE Consideration:

A plan to meet Section 3 and MWBE goals will be required as part of the procurement of the development partner.

Funding:

N/A

Attachments:

Resolution
 Resolution No. 1831
 Loss of PEL Spreadsheet
 Hall House Summary

RESOLUTION
AUTHORIZE STAFF TO EXTEND THE USE OF HALL HOUSE AS
TEMPORARY HOUSING AND PROCURE THE SERVICES OF A
DEVELOPER PARTNER.

WHEREAS, over the past few years the use of Hall House has undergone several changes ranging from a proposed sale and homeless shelter to temporary housing for existing public housing residents;

WHEREAS, in September 2011 Hall House was placed on the National Register of Historic Places;

WHEREAS, Hall House is now subject to the limits placed on the Section 9 units by the Capital Fund Finance Program (CFFP) Bond Covenants and governed by the Faircloth Amendment;

WHEREAS, by January 2013 Hall House will experience yet another change when it becomes vacant and CHA will realize a loss of its Project Expense Level (PEL) funding as well as Capital Funds and Management Fees to the Central Office Cost Center (COCC);

WHEREAS, in forecasting the substantial loss of revenue a cross functional team was assembled to identify solutions for the long-term future use of Hall House;

WHEREAS, the team identified several options but determined that the best solution is to maintain 100% Section 9 and totally renovate the historical building utilizing Federal and State Tax Credits, Historic and State Tax Credits and other capital improvement resources;

WHEREAS, with the pending vacancy of Hall House approaching staff devised a plan to prevent the loss of revenue to the COCC by using Hall House as temporary shelter for Edwin Towers residents during the renovation of Edwin Towers; and

WHEREAS, the team also recommends procuring a Developer Partner to lead the team during the financing process, subsequent construction and operation of the property.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners does hereby Approve this resolution to authorize Staff to Move Forward with the Future Plans for Hall House as recommended.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this Resolution was properly adopted at the board meeting held August 21, 2012.

BY: _____

Shaunté Evans
Interim Secretary

(SEAL)

PEL Spreadsheet

Type of Fees	Amount Received Per Unit	Total Received p/m (Current)	Total Loss Per Month Starting 2/1/2013 (based on 191 units)	Total Loss Per Year
PEL (pupm)	\$ 296.00	\$ 56,536.00	\$ 56,536.00	\$ 678,432.00
Prop. Mgmt Fee (2012) (poupm)	\$ 51.94	\$ 7,583.24	\$ 9,920.54	\$ 119,046.48
Bookkeeping Fee (poupm)	\$ 7.50	\$ 1,095.00	\$ 1,432.50	\$ 17,190.00
Asset Mgmt Fee (pupm)	\$ 10.00	\$ 1,910.00	\$ 1,910.00	\$ 22,920.00
Capital Fund (pupm)	\$ 111.25	\$ 21,248.75	\$ 21,248.75	\$ 254,985.00
Total Fees		\$ 88,372.99	\$ 91,047.79	\$ 1,092,573.48

Current Status

Occupied Units (Current) 146
 Vacant Units (Current) 45
 Total Units (Current) 191

Notes

- Hall House will be vacant for 2 months while vacant unit preparation occurs for Edwin residents.
- Without extensive renovations and the use of Edwin, Hall House will continue to require extensive repairs due to age in addition to 2 month vacant unit preparation costs.
- With the completion of Edwin and Hall House all Hi-rises will have undergone extensive renovations.
- Hall House to be included in Designated Housing Plan
- The use of Edwin will buy 9 months for Hall House while team secures financing.
- Hall House' status in PIC will be "Under Modernization" which qualifies for the continuation of PEL and other fees.

Hall House Summary

<i>Sources and Uses</i>	
Sources	
Low Income Hsg Tax Credits	\$ 8,197,367
Historic Tax Credits	\$ 1,065,134
State Historic Tax Credits	\$ 1,065,134
State Tax Credits	\$ 969,504
Bldg. Transfer (Equity)*	\$ 10,000,000
Total Sources	\$ 21,297,139
Uses	
Acquisition	\$ 10,000,000
Construction	\$ 8,139,539
Soft Costs	\$ 2,088,750
Reserves	\$ 1,068,850
Total Uses	\$ 21,297,139

*Value based on 2008 appraisal indicated \$12,300,000

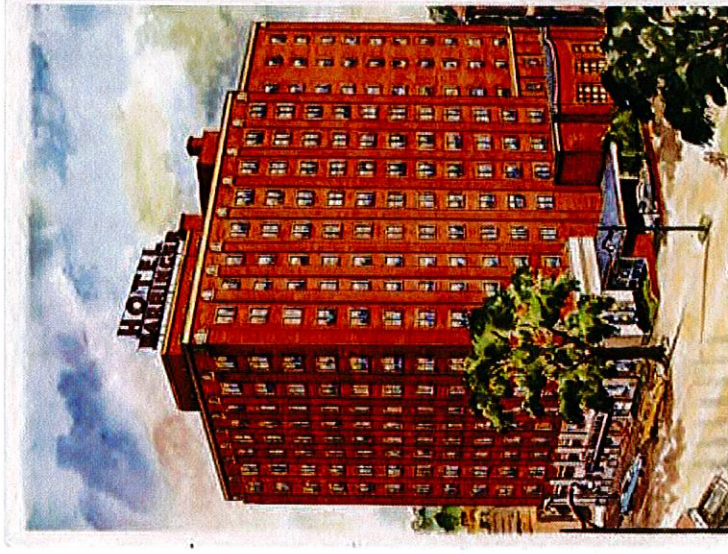
<i>Schedule</i>	
Present at RED Committee	8/9/2012
Authorization to Proceed (Board)	8/21/2012
Initiate Process for Procuring Developer	8/22/2012
Obtain Board Approval (Developer)	11/20/2012
Begin Disposition Process	11/21/2012
Submit Disposition Plan to SAC	1/8/2013
Develop Preliminary Tax Credit App.	1/11/2013
Construction Start - Edwin Towers	3/5/2013
Const. Completion - Edwin Towers	3/7/2014
Develop Final Tax Credit App.	4/15/2013
Develop Historic Tax Credit App.	5/1/2013
Conduct Financial Closing	9/6/2013
Construction Start - Hall House	4/8/2014
Obtain Certificate of Occupancy	9/1/2015
Lease-Up	9/2/2015

*Dates subject to change

<i>Pre-Development Budget</i>	
Appraisal	\$ 5,000
Survey	\$ 10,000
RFQ Advertisements	\$ 1,250
Subdivision	\$ 10,000
Legal	\$ 100,000
Tax Credit Fees	\$ 78,000
Historic Tax Credit Fees	\$ 10,250
Architect/Engineer Fees	\$ 35,500
Total Pre-Development Budget	\$ 250,000

Future Use of Hall House

- Overview
- Short Term Proposal
- Long Term Proposal
- Challenges/Risks
- Opportunities
- Recommendation



Overview

- **Previously 100% Affordable - Seniors**
 - Relocated residents due to pending sale
 - Building remained vacant for approximately 2 years (2008 – 2010); subsidy continued
 - April 2010 Board authorized temporary housing
 - Historic registration process completed Sept. 2011; vacant subsidy no longer available
- **Previous Funds Spent**
 - \$1,200,000 – 2010 (Charlottetown)
 - \$1,600,000 – 2011 (Strawn/Parktowne)
- **Currently 100% Affordable**
 - Temporary Housing until 1/28/2013



Issue

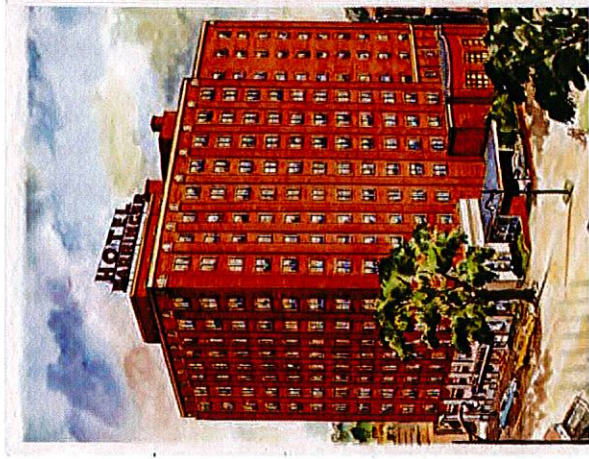
- **Hall House due to become vacant
January 2013**

	Monthly	Annually
- Loss of PEL	\$ 56,536	\$ 678,432
- Loss of Capital	\$ 42,975	\$ 254,985
- Loss of Fees	<u>\$ 13,264</u>	<u>\$ 159,157</u>
Total Loss	\$112,774	\$1,092,574



Restrictions

- National Historic Registry
- CFFP Bond Covenants
- Faircloth Amendment (s9 only)



- Faircloth 3809 Units
- New Opportunities 525 Units
- CFFP Closing* 3284 Units
- Demo Activity (5%) 165 Units (or \$210K in CF)
- Floor 3119 Units

*As of 12/20/11

- Designated Housing Plan



Disposition Barriers

- Special Application Center (SAC)
 - Section 106 Requirements – Update MOA
 - Sale to include deed restrictions for 10 years and various marketing restrictions.
 - CFFP Process
 - Hall House demolition exceeds the 5% limit for reduction in capital funds.
 - Replacement Requirements – 300+ units



Cross Functional Team

- Twyla Taylor – Real Estate Development
- Jeff Meadows – Real Estate Development
- Carl Harris – Capital Assets/Construction
- Shannon Bodnar – Property Management
- Maureen Bates – Asset Management
- Cheryl Campbell - Operations



Other Experts/Consultants

- Local Parking Provider
- Real Estate Consultant– Retail
- State Housing Preservation Office
- Tax Credit Investor
- NC Housing Finance Agency
- Developer



Options

1. Sale of Hall House
2. Maintain 100% Section 9 & Renovate
3. Maintain 100% Section 9, Renovate & Include Structured Parking
4. As-is/Homeless Shelter
5. Maintain Existing Residential Units, add Retail & Parking Deck
6. Convert 0 BR, add Market Units, Retail & Parking Deck



Short Term Proposal

(Renovate Edwin Towers)

- **Edwin Towers (174 Units)**
 - Combine Capital Improvements
 - Relocate Edwin Residents to Hall House to preserve subsidies
 - Construction Schedule – 9 months
 - Extends due diligence period for Hall House



Long Term Proposal

(Hall House – Mixed Finance)

• Projected Sources	
– Federal Tax Credits	\$ 8,197,367
– State Tax Credits	\$ 969,504
– Federal Historic Tax Credits	\$ 1,065,134
– State Historic State TC	\$ 1,065,134
– Equity (Bldg.)	<u>\$10,000,000</u>
– Total Sources	\$21,297,139



Long Term Proposal

- **Projected Uses**

– Acquisition	\$10,000,000
– Construction	\$ 8,139,539
– Soft Costs	\$ 2,088,750
– Reserves	<u>\$ 1,068,850</u>
– Total Uses	\$21,297,139



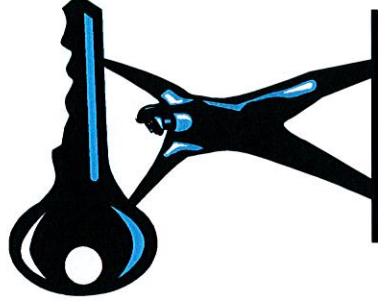
Challenges

- **Challenges/Risks**
 - Tax Credit Funding
 - Increased Rehab Scope
 - Designated Housing Plan
 - Disposition Approval
 - State Historic Tax Credit Sunset
 - Qualified Allocation Plan (QAP) Changes



Opportunities

- Maintain 191 Units in Section 9 Inventory
- Continue Receiving Subsidy
- Entire Hi-Rise Portfolio Renovated



Recommendation

- **Summary**
 - Short Term
 - Extend Temporary Housing Status
 - Combine Capital Improvements at Edwin
 - Relocate Edwin Residents to Hall House
 - Long Term
 - Procure Developer Partner
 - Pursue Tax Credit Funding
 - Rehabilitate Hall House



8.C Approve Procurement Contract to Projectlink, LLC DBA Multivista Charlotte (Multivista)

Action: Authorize the CHA Authorized Signatory to Award a Procurement Contract to Project Link, LLC DBA Multivista Charlotte (Multivista) for Construction Documentation Services for the Lofts at Seigle Point for \$37,000 (Which Includes Contingency).

Staff Resource: Heather Franklin/Steve Lamphere/Jeff Meadows/Tim Ames

Strategic Business: Finance and Administration/Real Estate Development

Strategic Goal: Ensure the Authority’s Long-Term Financial Viability

Background/Policy Framework:

On June 15, 2010, the CHA Board of Commissioners approved the final update to the CHA Procurement Policy requiring a review and approval by the Board for procurement actions that exceed the dollar threshold set for that individual classification of material or service as set below:

<u>Dollar Threshold</u>	<u>Procurement Classification</u>
\$100,000	New Construction and Substantial Rehabilitation contracts.
\$50,000	Professional Service contracts, consultants, architects and engineers.

Additionally, any procurement that will cause a single vendor to exceed the above amounts during a rolling twelve (12) month period will require prior approval from the CHA Board of Commissioners before additional contracts are awarded to the vendor.

Explanation:

This Procurement action for \$37,000 (includes contingency) is for construction documentation services for the Lofts at Seigle Point. This procurement of \$37,000 will exceed the total dollar threshold during the rolling twelve month period. Additionally, in order to reduce cost and to ensure liability for said activities remains with one firm, staff is requesting approval for the use of Multivista for any additional work needed in this classification, at a cost that would not cause the project to exceed the current approved budget.

<u>Contract Number</u>	<u>Cost</u>	<u>Vendor</u>	<u>Total Approved To Date</u>
PO Pending	\$37,000	Multivista	\$17,465.00

Committee Discussion:

This item was discussed at the August 9, 2012 Real Estate Committee Meeting and approved unanimously for the August 21 regular Board of Commissioners meeting consent agenda.

Section 3/MWBE Consideration:

Multivista is a small operation in Charlotte and is aware of the CHA Section 3 and MWBE policy. Multivista will be working with Section 3 staff to develop a training workshop targeted to high school students with an interest in technology and construction.

Funding:

MTW / 221d4 Loan

Attachment:

Resolution

RESOLUTION

AUTHORIZE THE CHA AUTHORIZED SIGNATORY TO AWARD PROCUREMENT CONTRACT TO PROJECT LINK, LLC DBA MULTIVISTA CHARLOTTE (MULTIVISTA) FOR CONSTRUCTION DOCUMENTATION SERVICES FOR THE LOFTS AT SEIGLE POINT FOR \$37,000.00 (WHICH INCLUDES CONTINGENCY).

WHEREAS, the CHA has a desire to document the construction methods and progress through the services of Multivista for the Lofts at Seigle Point; and

WHEREAS, Multivista is the sole source provider of this particular construction documentation method for the Lofts at Seigle Point; and

WHEREAS, the CHA now desires to move forward with the award of a purchase order to Multivista, and Board approval is required to do so;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners does hereby approve this resolution to authorize the CHA authorized signatory to award a purchase order to Multivista for construction documentation services.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this Resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____

Shaunté Evans,
Interim Secretary

(SEAL)

8.D Approve Procurement Contract to GameTime

Action: Authorize the Authorized CHA Signatory to Award a Procurement Contract Involving the Design, Purchase, and Installation of Playground Equipment at Victoria Square Apartments by GameTime (Cunningham Recreation) Not to Exceed \$18,715 (Including Contingency).

Staff Resource: Heather Franklin/Steve Lamphere/Carl Harris

Strategic Business: Finance and Administration/Capital Assets

Strategic Goal: Ensure the Authority’s Long-Term Financial Viability

Background/Policy Framework:

On June 15, 2010, the CHA Board of Commissioners approved the final update to the CHA Procurement Policy requiring a review and approval by the Board for procurement actions that exceed the dollar threshold set for that individual classification of material or service as set below:

<u>Dollar Threshold</u>	<u>Procurement Classification</u>
\$100,000	New Construction and Substantial Rehabilitation contracts.
\$50,000	Professional Service contracts, consultants, architects and engineers.

Additionally, any procurement that will cause a single vendor to exceed the above amounts during a rolling twelve (12) month period will require prior approval from the CHA Board of Commissioners before additional contracts are awarded to the vendor.

Explanation:

This project involves the design, purchase, and installation of playground equipment for Victoria Square Apartments. This project is on the Planned Capital Projects List for FY 2012-13. Approval is needed in order to proceed with these improvements and Board approval of this contract is required under the procurement threshold guidelines. This procurement of \$18,715 will exceed the total dollar threshold during the twelve month period.

<u>Contract Number</u>	<u>Cost</u>	<u>Vendor</u>	<u>Total Approved To Date</u>
PO Pending	\$18,715	GameTime	\$136,432

- The vendor, Cunningham Recreation, is the exclusive distributor of GameTime playground equipment in eight (8) states. The CHA is procuring this equipment under the contract of US Communities because we are part of the Purchasing Cooperative Co-Op. Additionally, Park & Recreation buys GameTime

playground equipment exclusively due to its tamper proof construction and durability.

Committee Discussion:

This item was discussed at the August 9, 2012 Real Estate Committee Meeting and approved unanimously for the August 21 regular Board of Commissioners meeting consent agenda.

Section 3/MWBE Consideration:

Vendor will perform playground safety certification training.

Funding:

MTW

Attachment:

Resolution

RESOLUTION

AUTHORIZE THE AUTHORIZED CHA SIGNATORY TO AWARD A PROCUREMENT CONTRACT INVOLVING THE DESIGN, PURCHASE, AND INSTALLATION OF PLAYGROUND EQUIPMENT AT VICTORIA SQUARE APARTMENTS BY GAMETIME (CUNNINGHAM RECREATION) NOT TO EXCEED \$18,715 (INCLUDING CONTINGENCY).

WHEREAS, on July 1, 2011, the Charlotte Housing Authority issued a request to Cunningham Recreation, local distributor of GameTime, for playground design, equipment and installation of playground equipment;

WHEREAS, the Owner plans to require Cunningham Recreation, local distributor of GameTime, to provide playground design, purchase and installation of playground equipment for Victoria Square; and

WHEREAS, CHA is procuring this equipment under the contract of US Communities because we are part of the Purchasing Cooperative Co-Op.

WHEREAS, the CHA now desires to move forward with the award of a purchase order to GameTime for the Victoria Square Playground Project;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Charlotte that the CHA authorized signatory is authorized to award a contract to Cunningham & Associates not to exceed \$18,715 (including contingency) to provide design, purchase and installation of playground equipment for Victoria Square Apartments.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this Resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____

Shaunté Evans,
Interim Secretary

(SEAL)

8.E Budget Amendment: Administration Program Budget

Action: Approve Resolution which amends the Administration Program Budget for the Capital Fund Grant and Section 9 Subsidy for the fiscal year ending March 31, 2013. (Last amended by Resolution No. 2058)

Staff Resource: Heather Franklin

Strategic Business: Finance and Administration

Strategic Goal: Ensure the Authority's Long-Term Financial Viability

Background/Policy Framework:

The HUD annual Capital Fund allocation represents federal funding for the capital and maintenance needs of public housing sites. CHA as an MTW agency has single fund budget authority, therefore the operating subsidy for Section 8 and Section 9 and the Capital fund dollars are combined into the MTW fund. Staff estimated the 2012 Capital Fund Grant amount in preparation of the 2012-2013 budget.

Explanation:

CHA was notified that final calculations have been made for the 2012 Capital Fund Grant Award. CHA will receive \$3,673,819. Of this amount \$367,382 will be paid as a fee to the Administration Program via the Field Operation Program; \$2,393,657 is drawn down as MTW funds and \$912,780 is debt service. The Board is being asked to approve a resolution accepting the grant.

The fee amount \$367,382 is \$39,088 less than the budgeted amount of \$406,470. Therefore, the Capital Fund Revenue is reduced by \$39,088 and Operating Costs are reduced by \$39,088.

The \$2,393,657 is \$171,023 less than the budgeted amount of \$2,564,680. This amendment is necessary to increase Fund Balance Appropriated by the amount of \$171,023.

Finally in this amendment, new units are coming on line and CHA will receive Section 9 subsidy totaling \$530,284 for:

Hampton Creste	\$278,164
Moore Place	\$ 62,151
Steele Creek	\$123,718
Woodlawn	\$ 66,251

Units came on line after the submission of the subsidy request.

In Exhibit A, MTW Funds are increased by \$530,284 and Capital Fund Fees are reduced by \$39,088. Fund Balance Appropriated is increased by \$171,023 and the corresponding expenditures are shown as a reduction in Operating Costs in the amount of \$39,088 and Operating Transfers- Out of \$701,307 (\$530,284+\$171,023).

Committee Discussion:

This item was discussed at the August 9, 2012 Finance and Audit Committee Meeting and approved unanimously for the August 21 regular Board of Commissioners meeting consent agenda.

Funding:

MTW funding

Attachments:

Resolution

Exhibit A to Resolution

**RESOLUTION
TO AMEND THE ADMINISTRATION PROGRAM BUDGET
FOR THE CAPITAL FUND GRANT AND SECTION 9 SUBSIDY FOR THE
FISCAL YEAR ENDING MARCH 31, 2013. (LAST AMENDED BY
RESOLUTION NO. 2058)**

WHEREAS, in Exhibit A, MTW Funds are increased by \$530,284 and Capital Fund Fees are reduced by \$39,088. Fund Balance Appropriated is increased by \$171,023 and the corresponding expenditures are shown as a reduction in Operating Costs in the amount of \$39,088 and Operating Transfers Out - MTW of \$701,307 (\$530,284+\$171,023).

WHEREAS, all regulatory and statutory requirements have been met;

WHEREAS, the Authority has sufficient operating reserves to meet the working capital needs of its development (as defined by HUD);

WHEREAS, the Board has determined that the proposed expenditures are necessary in the efficient and economical operation of the program for serving low-income families;

WHEREAS, the Budget indicates a source of funds adequate to cover all proposed expenditures;

WHEREAS, the calculation of eligibility for federal funding is in accordance with the provisions of the regulations;

WHEREAS, all proposed rental charges and expenditures will be consistent with provisions of law;

WHEREAS, pursuant to 24 CFR 24.630, the Authority has notified all employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance on CHA property is prohibited; established an Employee Assistance Plan for employees who request assistance or rehabilitation; and implemented personnel policies regarding violations and the reporting of violations of these rules and regulations, including the termination of employees convicted of violations of laws regarding the possession, use and distribution of controlled substances;

WHEREAS, no person in the Authority holds more than one position, and no position is allocated more than 100% of the salary as listed on the Schedule of Salaries and Positions.

NOW, THEREFORE, BE IT RESOLVED that the CHA Authorized Signer Board of Commissioners does hereby approve this Resolution to amend the Administration Program Budget for fiscal year ending March 31, 2013; attached hereto as Exhibit A.

THEREFORE, BE IT ALSO RESOLVED that the CHA Authorized Signer may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CHA Authorized Signer must report any such transfers at the regular meeting of the board at which the budget to actual results are discussed and transfers between functions must be entered in the minutes of that meeting.

1. The CHA Authorized Signer may transfer between sub-functions and objects of expenditure within a function.
2. The CHA Authorized Signer may transfer amounts not to exceed \$100,000 between functions.
3. The CHA Authorized Signer may not transfer any amounts between programs or increase the total amount of a program.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this Resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Shaunté Evans
Interim Secretary

Exhibit A

REVENUE:	April 2012 - March 2013 ADMINISTRATION	REVISION	April 2012 - March 2013 ADMINISTRATION
Section 8 Fees	1,360,476		1,360,476
MTW Funds	5,072,331	530,284	5,602,615
Other Revenue	2,176,545		2,176,545
Public Housing Fees	788,095		788,095
Maintenance Operations	484,527		484,527
Capital Fund Fees	406,468	(39,088)	367,380
Horizon Fees	481,027		481,027
First Ward Income	396,050		396,050
Social Services Fees	741,550		741,550
TOTAL REVENUE	11,907,069	491,196	12,398,265
Other Sources			
Fund Balance Appropriated-MTW Funds	21,239,711	171,023	21,410,734
Fund Balance Appropriated-COCC	303,365		303,365
Fund Balance Appropriated-Land Sale Proceeds	356,474		356,474
TOTAL OTHER SOURCES	21,899,550	171,023	22,070,573
TOTAL REVENUE AND OTHER SOURCES:	33,806,619	662,219	34,468,838
EXPENDITURES:			
Salaries/Benefits	4,619,785		4,619,785
Operating Costs	7,430,942	(39,088)	7,391,854
Utilities	174,707		174,707
Capital Outlay	25,000		25,000
TOTAL EXPENDITURES:	12,250,434	(39,088)	12,211,346
Other Uses:			
Operating Transfers Out -Capital Projects	13,547,460		13,547,460
Operating Transfers Out -AMPS	42,450		42,450
Operating Transfers Out -MTW	2,488,826	701,307	3,190,133
Loans To Others	5,477,449		5,477,449
TOTAL OTHER USES:	21,556,185	701,307	22,257,492
TOTAL EXPENDITURES AND OTHER USES:	33,806,619	662,219	34,468,838

8.F Budget Amendment: Field Operation Program Budget

Action: Approve Resolution which amends the Field Operation Program Budget for the Capital Fund Grant and Section 9 Subsidy for the fiscal year ending March 31, 2013. (Last amended by Resolution No. 2069)

Staff Resource: Heather Franklin

Strategic Business: Finance and Administration

Strategic Goal: Ensure the Authority’s Long-Term Financial Viability

Background/Policy Framework:

The HUD annual Capital Fund allocation represents federal funding for the capital and maintenance needs of public housing sites. CHA as an MTW agency has single fund budget authority, therefore the operating subsidy for Section 8 and Section 9 and the Capital fund dollars are combined into the MTW fund. Staff estimated the 2012 Capital Fund Grant amount in preparation of the 2012-2013 budget.

Explanation:

CHA was notified that final calculations have been made for the 2012 Capital Fund Grant Award. CHA will receive \$3,673,819. Of this amount \$367,382 will be paid as a fee to the Administration Program via the Field Operation Program; \$2,393,657 is drawn down as MTW funds and \$912,780 is debt service.

The fee amount \$367,382 is \$39,088 less than the budgeted amount of \$406,470. This amendment is necessary to reduce Capital Fund Fees by \$39,088 and Operating Costs by \$39,088. The MTW Fund line item will be reduced by \$171,023 which represents the difference between the grant amount received \$2,393,657 and the grant amount budgeted of \$2,564,680.

Also in this amendment staff wishes to reallocation revenue in the amount of \$1,768,529 from Other Income to Fund Balance Appropriated to clearly show the appropriated amount.

Finally in this amendment, new units are on line and CHA will receive subsidy totaling \$530,284 for:

Hampton Creste	\$278,164
Moore Place	\$ 62,151
Steele Creek	\$123,718
Woodlawn	\$ 66,251

These units came on line after the submission of the subsidy request.

RESOLUTION
TO AMEND THE FIELD OPERATIONS PROGRAM BUDGET FOR THE
CAPITAL FUND GRANT AND SECTION 9 SUBSIDY FOR THE FISCAL YEAR
ENDING MARCH 31, 2013. (LAST AMENDED BY RESOLUTION NO. 2069)

WHEREAS, in Exhibit A, MTW Funds are reduced by \$171,023; Other Income is reduced by \$1,768,529 and Capital Fund Fees are reduced by \$39,088. Fund Balance Appropriated-AMP is increased by \$1,768,529; Operating Transfers In-MTW is increased by \$701,307 (\$530,284+171,023). The corresponding expenditure is in Operating Costs in the amount of \$491,196 (\$530,284-\$39,088).

WHEREAS, all regulatory and statutory requirements have been met;

WHEREAS, the Authority has sufficient operating reserves to meet the working capital needs of its development (as defined by HUD);

WHEREAS, the Board has determined that the proposed expenditures are necessary in the efficient and economical operation of the program for serving low-income families;

WHEREAS, the Budget indicates a source of funds adequate to cover all proposed expenditures;

WHEREAS, the calculation of eligibility for federal funding is in accordance with the provisions of the regulations;

WHEREAS, all proposed rental charges and expenditures will be consistent with provisions of law;

WHEREAS, the Authority will comply with the wage rate requirements under 24 CFR 968.110(e) and (f);

WHEREAS, the Authority will comply with the requirements for access to records and audits under 24 CFR 968.110(i);

WHEREAS, the Authority will comply with the requirements for the reexamination of family income and composition under 24 CFR 960.209, 990.115 and 905.315;

WHEREAS, pursuant to 24 CFR 24.630, the Authority has notified all employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance on CHA property is prohibited; established an Employee Assistance Plan for employees who request assistance or rehabilitation; and implemented personnel policies regarding violations and the reporting of violations of these rules and regulations, including the termination of employees convicted of violations of laws regarding the possession, use and distribution of controlled substances;

WHEREAS, no person in the Authority holds more than one position, and no position is allocated more than 100% of the salary as listed on the Schedule of Salaries and Positions.

WHEREAS, pursuant to Section 307, Part II, of the Consolidated Annual Contributions Contract, the Authority hereby certifies that all administrative salaries are comparable to local public practice, based on a comparability study dated May 1998, which is on file for HUD review.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners does hereby approve this Resolution to amend Field Operation Program budget for fiscal year ending March 31, 2013; attached hereto as Exhibit A.

THEREFORE, BE IT ALSO RESOLVED that a CHA Authorized Signer may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CHA Authorized Signer must report any such transfers at the regular meeting of the board at which the budget to actual results are discussed and transfers between functions must be entered in the minutes of that meeting.

1. The CHA Authorized Signer may transfer between sub-functions and objects of expenditure within a function.
2. The CHA Authorized Signer may transfer amounts not to exceed \$100,000 between functions.
3. The CHA Authorized Signer may not transfer any amounts between programs or increase the total amount of a program.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Shaunté Evans
Interim Secretary

Exhibit A

REVENUE:	April 2012 - March 2013 FIELD OPERATION	REVISION	April 2012 - March 2013 FIELD OPERATION
MTW Funds	56,892,311	(171,023)	56,721,288
Tenant Rents	8,284,777		8,284,777
Other Income	3,738,113	(1,768,529)	1,969,584
Public Housing Fees	859,938		859,938
Section 8 Income	3,047,434		3,047,434
Capital Fund Fees	406,470	(39,088)	367,382
Other Governmental Grants	238,406		238,406
Non Dwelling Rents and Other Revenue (Carol Hoefener)	416,650		416,650
Total Revenue	73,884,099	(1,978,640)	71,905,459
Other Sources			
Fund Balance Appropriated-AMP		1,768,529	1,768,529
Fund Balance Appropriated-Horizon Development	797,490		797,490
Fund Balance Appropriated-Section 8	32,500		32,500
Fund Balance Appropriated-AMP	73,120		73,120
Fund Balance Appropriated-Hoefener	47,000		47,000
Operating Transfer In -MTW	2,531,276	701,307	3,232,583
Total Other Sources	3,481,386	2,469,836	5,951,222
TOTAL REVENUE AND OTHER SOURCES:	77,365,485	491,196	77,856,681
EXPENDITURES:			
Salaries/Benefits	8,606,661		8,606,661
Operating Costs	64,325,779	491,196	64,816,975
Utilities	3,960,545		3,960,545
Capitalized Items	472,500		472,500
TOTAL EXPENDITURES:	77,365,485	491,196	77,856,681

8.G Approve Resolution to Grant Easement to the City of Charlotte

Action: Authorize Staff to Grant a Permanent Easement to the City of Charlotte for a Storm Water Drain and a Temporary Construction Access Easement at First Ward Place Apartments (Phase I).

Staff Resource: Maureen Bates, Carl Harris

Strategic Business: Operations/Real Estate Development

Strategic Goal: Ensure Long-Term Financial Viability

Background/Policy Framework:

Phase I of First Ward Place Apartments (the “Property”) is a 174 unit mixed-income apartment community developed in 1997-1998. The Property is owned by First Ward Place, LLC (the “LLC Owner”). CHA holds a 0.5% ownership interest in the LLC Owner. In addition, the Property is subject to a 55-year ground lease by and between CHA and the LLC Owner.

Explanation:

The City of Charlotte Storm Water Division (the “City”) has conducted a study and modeling for potential flooding in and around the East 7th, East 8th, N. Davidson, and N. Alexander Streets corridor. The study determined a potential for significant flooding in this area and revealed significant deterioration of a section of the existing corrugated metal drain running through the Property. The City is proposing to replace this section of the storm drain, which runs between N. Davidson Street and N. Alexander Street. Based on conversations with the City’s staff and the City’s proposed system improvement diagram, no permanent structures or buildings are anticipated to be impacted by the construction. In exchange for the permanent storm drain easement, the City will complete all construction at their cost and be responsible for the continued maintenance of the storm drain system.

In order to perform the proposed construction, the entrance to the Property on N. Davidson Street will need to be closed during construction. The City has requested a temporary construction access easement. A temporary entrance to the area would be built between the 412 N. Davidson Street and 650 E. 8th Street apartment buildings. Approximately two parking spaces and the building’s mailboxes will be impacted by this temporary easement. The mailboxes will be moved to a new location temporarily and the loss of two parking spaces should not negatively affect the residents as there is sufficient parking in the area. Any approval by CHA of the temporary easement will be predicated on the City restoring the land to its original condition, including all landscaping, plantings, sidewalk and parking areas at no cost to CHA and the LLC Owner.

Committee Discussion:

This item will be discussed at the August 9, 2012 Real Estate Committee meeting and approved unanimously for the August 21 regular Board of Commissioners meeting consent agenda.

Community Input:

N/A

Section 3/MWBE Consideration:

N/A

Funding:

The cost of the storm drain replacement will be funded by The City of Charlotte.

Attachments:

Resolution

First Ward Storm Drainage Improvements-Figure 1 Existing

First Ward Storm Drainage Improvements-Figure 6 Proposed

RESOLUTION

AUTHORIZE STAFF TO GRANT A PERMANENT EASEMENT TO THE CITY OF CHARLOTTE FOR A STORM WATER DRAIN AND A TEMPORARY CONSTRUCTION ACCESS EASEMENT AT FIRST WARD PLACE APARTMENT (PHASE I).

WHEREAS, the Housing Authority of the City of Charlotte (the “CHA”) entered into an Amended and Restated Operating Agreement for First Ward Place, LLC to develop, own and operate First Ward Place Apartments-Phase I;

WHEREAS, the CHA is the owner of those certain parcels of land on which First Ward Place Apartments - Phase I is located;

WHEREAS, The City is proposing to replace the section of storm drain running between N. Davidson Street and N. Alexander Street which affects a parcel land owned by CHA;

WHEREAS, the City of Charlotte will pay for the cost of storm drain improvements and be responsible for its on-going and continued maintenance; and,

WHEREAS, in order to accomplish these storm drain improvements a permanent storm drain easement and a temporary construction access easement are required.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners does hereby approve this resolution to authorize Staff to move forward with the granting of a storm drain permanent easement and temporary construction access easement with the City of Charlotte, subject to HUD approval, if required.

RECORDING OFFICER’S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____

Shaunté Evans
Interim Secretary






(SEAL)

FIRST WARD STORM DRAINAGE IMPROVEMENTS FIGURE # 6

ALTERNATIVE 3 PROPOSED SYSTEM
IMPROVEMENTS

DATE: 7/2012
SCALE: 1" = 30'

LEGEND

-  EXISTING PIPES TO REMAIN
-  EXISTING PIPES TO BE REMOVED
-  PROPOSED NEW PIPES
-  PROPOSED TEMPORARY CONSTRUCTION EASEMENT
-  PROPOSED STORM DRAINAGE EASEMENT

PREPARED BY:



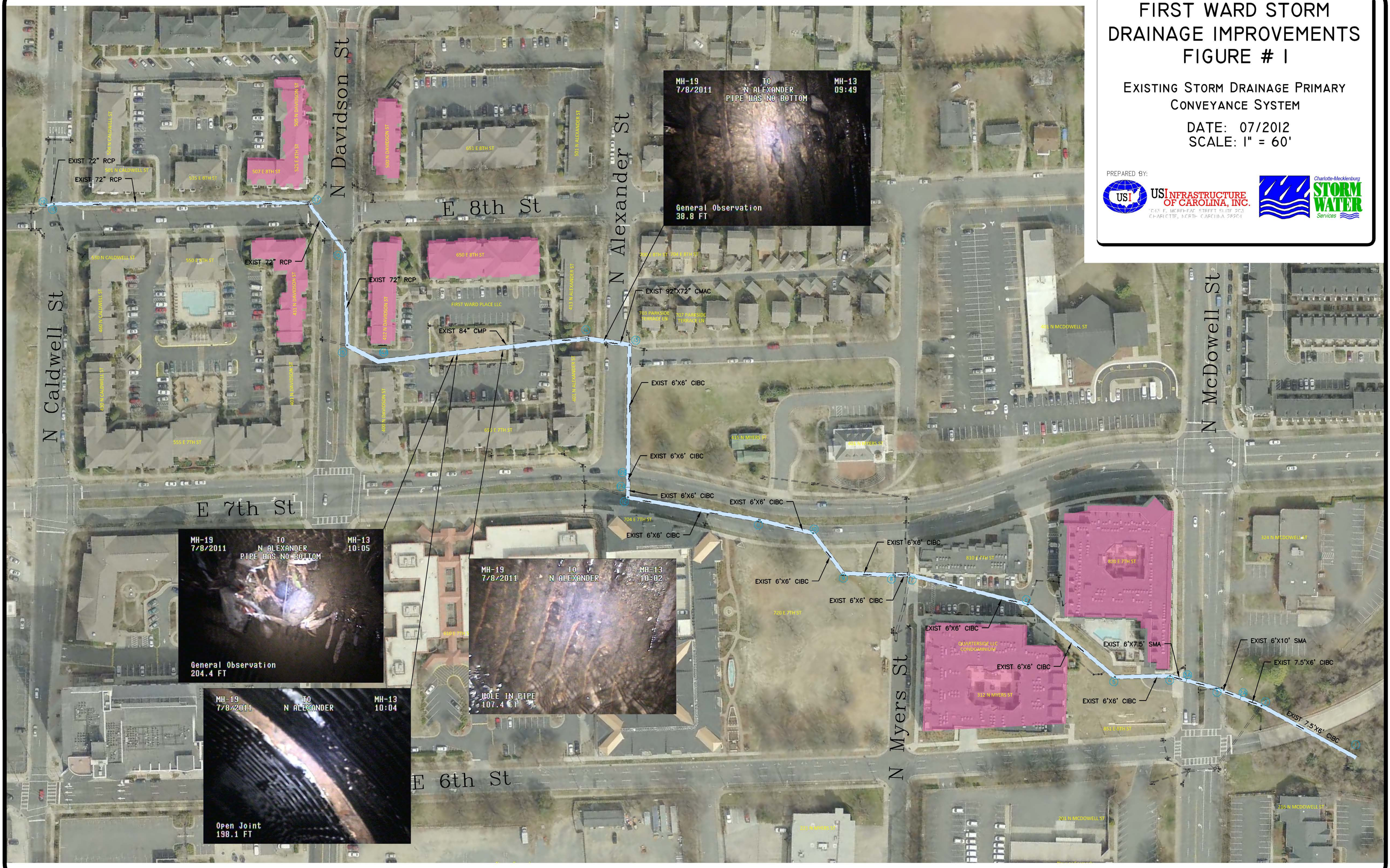
FIRST WARD STORM DRAINAGE IMPROVEMENTS FIGURE # 1

EXISTING STORM DRAINAGE PRIMARY
CONVEYANCE SYSTEM

DATE: 07/2012
SCALE: 1" = 60'



USI INFRASTRUCTURE
OF CAROLINA, INC.
1043 E. MCCREFFAN STREET, SUITE 203
CHARLOTTE, NORTH CAROLINA 28204



8.H CHA Collection Loss Report for the Quarter Ended 6/30/12

Action: Approve a Resolution for the write-off of \$38,762.69 in accounts receivable due to collection losses for tenants vacated through 3/31/12.

Staff Resource: Heather Franklin

Strategic Business: Finance Administration

Strategic Goal: Ensure the Authority's long-term financial viability.

Background/Policy Framework:

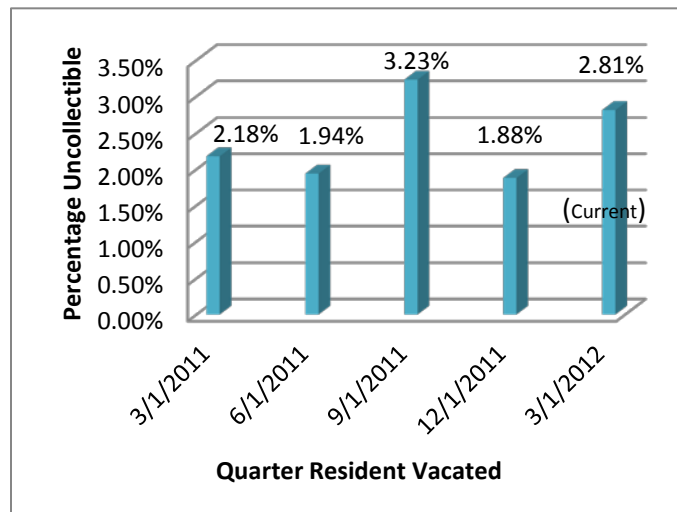
According to Generally Accepted Accounting Principles, organizations must periodically review outstanding receivables. Any receivables found uncollectible must be written off. Quarterly, the tenant accounts receivables for residents who have vacated during the previous quarter are assessed, and written off in accordance with CHA policy.

Explanation:

The receivables outstanding for all conventional public housing properties as of June 30, 2012 from tenants who vacated during the quarter ending March 31, 2012 have been reviewed. The amount proposed for write-off is \$38,762.99, which represents 2.37% of total charges for the respective properties for the quarter then ended.

Following is a graphical depiction of the write-off percentages for CHA, Horizon Development Properties and Mill Pond Charlotte combined. All quarters in the graph compare to Total Charges. The total combined percentage write-off for March 31, 2012 is 2.81%.

Total Percentage Write-off for all Vacated Residents



Committee Discussion:

This item was discussed at the August 9, 2012 Finance and Audit Committee Meeting and approved unanimously for the August 21 regular Board of Commissioners meeting consent agenda.

Community Input:

None

Summary of Bids:

None

Section 3/MWBE Consideration:

None

Funding:

Conventional

Attachments:

Resolution

Collection Loss Report, 06/30/12

**APPROVE A RESOLUTION FOR THE WRITE-OFF OF \$38,762.69 IN
ACCOUNTS RECEIVABLE DUE TO COLLECTION LOSSES FOR TENANTS
VACATED THROUGH 03/31/12**

WHEREAS, the Collection Loss Report showed receivables outstanding for all conventional public housing properties as of June 30, 2012 from tenants who vacated during the quarter ending March 31, 2012 totaling \$38,762.69 or 2.37% of total charges for the quarter;

WHEREAS, the Board has determined that the proposed write-offs are necessary in the efficient and economical operation of the program for serving low-income families;

WHEREAS, the Budget indicates a source of funds adequate to cover all proposed write-offs;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners does hereby approve this Resolution to approve the Collection Loss write-offs for the quarter ending June 30, 2012 from tenants who vacated during the quarter ending March 31, 2012 totaling \$38,762.69 or 2.37% of total charges for the quarter.

RECORDING OFFICER'S CERTIFICATION

I, Shaunte' Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this Resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Shaunte' Evans
Interim Secretary

**HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
COLLECTION LOSS REPORT
QUARTER ENDING June 30, 2012**

(Residents Vacated During Quarter Ending March 31, 2012)

BREAKDOWN:

Program	Total Charges Jan 1 - Mar 31
Conventional	\$1,636,908.01
Horizon Development	\$862,795.90
Mill Pond Charlotte LLC	\$270,561.39
GRAND TOTAL	\$2,499,703.91

Active Rent Loss	% of Loss
\$8,683.57	0.53%
\$4,226.69	0.49%
\$0.00	0.00%
\$12,910.26	0.52%

Losses RAR	% of Loss
\$4,240.47	0.26%
\$321.60	0.04%
\$18,977.32	7.01%
\$4,562.07	0.28%

Other Charges Loss	% of Loss
\$25,838.65	1.58%
\$4,283.70	0.50%
\$3,786.20	1.40%
\$30,122.35	1.21%

of ACCOUNTS
64
8
0
72

SUMMARY:

Program	Total Loss	% of Loss
Conventional	\$38,762.69	2.37%
Horizon Development	\$8,831.99	1.02%
Mill Pond Charlotte LLC	\$22,763.52	8.41%
GRAND TOTAL	\$70,358.20	2.81%

Losses Excluding RAR	% of Loss
\$34,522.22	2.11%
\$8,510.39	0.99%
\$3,786.20	1.40%
\$46,818.81	2.63%

COMPARATIVE SUMMARY

Quarter ending : 06/30/11	Tenants Vacated through:03/31/11
Current	2.81%
1. Percent of Loss including RAR	2.18%
2. Percent of Loss Excluding RAR	1.92%

**HOUSING AUTHORITY OF THE CITY OF CHARLOTTE
COLLECTION LOSS REPORT SUMMARY BY VACATING REASONS
QUARTER ENDING June 30, 2012**

(Residents Vacated During Quarter Ending March 31, 2012)

CONVENTIONAL

Moved, private housing
 Moved without notice
 Moved to nursing home
 Moved, other reasons
 Evicted, nonpayment
 Evicted, drug related
 Evicted, lease violations
 Deceased
Total

Total Loss	% of Loss
\$4,034.63	10.41%
\$2,465.15	6.36%
\$0.00	0.00%
\$5,896.35	15.21%
\$22,089.88	56.99%
\$1,219.08	3.14%
\$2,317.40	5.98%
\$740.20	1.91%
\$38,762.69	100.00%

HORIZON DEVELOPMENT

Moved, private housing
 Moved without notice
 Moved to nursing home
 Moved, other reasons
 Evicted, nonpayment
 Evicted, drug related
 Evicted, lease violations
 Deceased
Total

Total Loss	% of Loss
\$0.00	0.00%
\$229.86	2.60%
\$411.00	4.65%
\$115.00	1.30%
\$913.60	10.34%
\$5,806.53	65.74%
\$1,356.00	15.35%
\$0.00	0.00%
\$8,831.99	100.00%

Mill Pond Charlotte LLC

Moved, private housing
 Moved without notice
 Moved to nursing home
 Moved, other reasons
 Evicted, nonpayment
 Evicted, drug related
 Evicted, lease violations
 Deceased
Total

Total Loss	% of Loss
\$0.00	0.00%
\$0.00	0.00%
\$0.00	0.00%
\$0.00	0.00%
\$0.00	0.00%
\$0.00	0.00%
\$22,763.52	100.00%
\$0.00	0.00%
\$22,763.52	100.00%

SUMMARY - ALL SITES

Moved, private housing
 Moved without notice
 Moved to nursing home
 Moved, other reasons
 Evicted, nonpayment
 Evicted, drug related
 Evicted, lease violations
 Deceased
Total

Total Loss	% of Loss
\$4,034.63	5.73%
\$2,695.01	3.83%
\$411.00	0.58%
\$6,011.35	8.54%
\$23,003.48	32.69%
\$7,025.61	9.99%
\$26,436.92	37.57%
\$740.20	1.05%
\$70,358.20	100.00%

**COLLECTION LOSSES
QUARTER ENDING June 30, 2012
(Residents Vacated During Quarter Ending March 31, 2012)**

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
CONVENTIONAL												
003-003 - phsths03 Southside Homes Site Manager: Stephanie Brown	10017354 10018000 10018012 10017575 10016111 10020110 10019471 10014390 10017451 10020445	1/3/2012 1/5/2012 2/7/2012 2/7/2012 2/7/2012 2/22/2012 2/27/2012 3/1/2012 3/1/2012 3/1/2012	\$ 75.00 \$ 75.00 \$ 75.00 \$ 75.00 \$ 75.00 \$ 75.00 \$ 844.00 \$ 75.00 \$ 188.00 \$ 75.00	\$ 0.00 - - - - - - - - - -	\$233.00 38.00 200.00 79.00 133.00 30.00 2,294.00 175.00 310.00 3.00	\$139.90 59.52 126.89 457.79 231.90 20.44 87.87 150.52 194.70 27.48	\$ 0.00 - - - - - - - - - -	\$181.00 181.00 181.00 199.81 181.00 126.00 181.00 181.00 433.00 181.00	\$45.00 45.00 75.00 - 60.00 60.00 45.00 45.00 90.00 30.00	\$ 0.00 45.00 - - 140.00 - - - - - -	\$598.90 \$368.52 \$582.89 \$736.40 \$745.80 \$236.44 \$2,607.87 \$651.52 \$1,027.70 \$241.48	eviction non payment eviction non payment eviction non payment eviction non payment eviction non payment eviction non payment eviction non payment eviction non payment eviction non payment 3-day notice drug activity
TOTAL				\$0.00	\$3,495.00	\$1,496.91	\$0.00	\$2,025.61	\$495.00	\$185.00	\$7,697.52	
003-005 - phautp32 Autumn Place Site Manager: Johnita Jones	None reported this Quarter											
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-006 - phcdwt06 Edwin Towers Site Manager: DeLoris Quick	10001983 10015319 10019013 10002377 10017460 10016220	1/30/2012 3/5/2012 3/5/2012 2/13/2012 3/8/2012 1/31/2012	\$ 313.00 \$ 313.00 \$ 125.00 \$ 188.00 \$ 125.00 \$ 313.00	\$148.00 - 31.00 269.00 - -	\$0.00 - - - - -	\$0.00 - - - - -	\$0.00 - - - - -	\$0.00 - - - - -	\$30.00 - 30.00 30.00 - 28.00	\$125.00 313.00 61.00 858.00 42.71 -	\$303.00 \$313.00 \$122.00 \$1,157.00 \$42.71 \$28.00	No longer able to maintain Relocate to another city Relocate to another state Given 30 day notice to vacate Moved to private sector. Deceased
TOTAL				\$448.00	\$0.00	\$0.00	\$0.00	\$0.00	\$118.00	\$1,399.71	\$1,965.71	
003-007 - phstrn07 Strawn Apts. Site Manager: Ve Townsend	10004405 10017115	1/1/2012 1/18/2012	\$ 125.00 \$ 475.00	\$176.00 1,885.00	\$0.00 -	\$0.00 -	\$0.00 -	\$181.00 181.00	\$30.00 75.00	\$0.00 -	\$387.00 \$2,141.00	non-pay eviction non-pay eviction
TOTAL				\$2,061.00	\$0.00	\$0.00	\$0.00	\$362.00	\$105.00	\$0.00	\$2,528.00	
003-011 - phblvd11 Boulevard Homes	No longer in operation, site demolished.											
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-012 - phdlht12 Dillehay Courts Site Manager: Alma McCall-Claib	T0016846 T0016878 T0015951 T0017808 T0017803 T0021658	3/12/2012 3/12/2012 2/17/2012 3/12/2012 3/12/2012 2/29/2012	\$ 75.00 \$ 75.00 \$ 75.00 \$ 75.00 \$ 75.00 \$ 75.00	\$116.47 138.67 634.16 227.00 11.35 -	\$0.00 - - - - -	\$77.06 112.64 191.68 - 611.22 -	\$0.00 2.00 - 2.00 10.08 -	\$181.00 181.00 307.00 181.00 353.00 -	\$150.00 210.00 240.00 180.00 330.00 -	\$0.00 470.00 890.00 565.00 475.00 653.98	\$524.53 \$1,114.31 \$2,262.84 \$1,155.00 \$1,790.65 \$653.98	Evicted-Non payment of rent Evicted-Non payment of rent Evicted-Non payment of rent Evicted-Non payment of rent Evicted-Non payment of rent Moved out of town
TOTAL				\$1,127.65	\$0.00	\$992.60	\$14.08	\$1,203.00	\$1,110.00	\$3,053.98	\$7,501.31	
003-016A - phlftc16 Leafcrest Site Manager: Josephine Santiago	10014967	1/4/2012	\$ 75.00	\$122.03	\$0.00	\$6.54	\$410.00	\$181.00	\$119.40	\$0.00	\$838.97	Minimum renter evicted - non-pymt rent
TOTAL				\$122.03	\$0.00	\$6.54	\$410.00	\$181.00	\$119.40	\$0.00	\$838.97	
003-016N - phcdkn27 Cedar Knoll Site Manager: Josephine Santiago	10000128 10018724	1/9/2012 2/6/2012	\$ 125.00 \$ 75.00	\$0.00 100.40	\$0.00 -	\$197.43 57.24	\$0.00 295.00	\$155.67 211.00	\$75.00 121.96	\$0.00 -	\$428.10 \$785.60	Evicted for non-payment Evicted for criminal activity
TOTAL				\$100.40	\$0.00	\$254.67	\$295.00	\$366.67	\$196.96	\$0.00	\$1,213.70	
003-17F - phmdwo17 Meadow Oaks Site Manager: Tawanna Ross	None reported this Quarter											
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-17M - phsnrd28 Sunridge Site Manager:												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MONTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
Vanessa Banner	10007199	3/1/2012	\$ 188.00	\$194.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$209.00	died
TOTAL				\$194.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$209.00	1

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
003-018 - phcthw18												
Charlottetown	10018654	3/16/2012	\$ 375.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$0.00	\$215.00	Moved into private housing
Site Manager:	10011594	3/23/2012	\$ 125.00	96.00	-	-	-	-	15.00	-	\$111.00	Deceased
Tasha Foote												
TOTAL				\$296.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$0.00	\$326.00	
003-019 - phpktn19												
Parktowne Terrace	None reported this Quarter											
Site Manager:												
Vacant												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-020 - phtok20												
Trail Oaks	None reported this Quarter											
Site Manager:												
Reneae Gailther												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-021M - phsava21												
Savanna Woods	None reported this Quarter											
Site Manager:												
Reneae Gailther												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-021P - phmlrd29												
Mallard Ridge	None reported this Quarter											
Site Manager:												
Josephine Santiago												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-022 - phhall22												
Hall House	None reported this Quarter											
Site Manager:												
Ve Townsend												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-023 - phthi20												
Tariton Hills 1	None reported this Quarter											
Site Manager:												
Reneae Gailther												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-023 - phthi23												
Tariton Hills 2	None reported this Quarter											
Site Manager:												
Reneae Gailther												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-024 - phrobn24												
Robinsdale	None reported this Quarter											
Site Manager:												
Vanessa Banner												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-025 - phglid25												
Gladedale												
Site Manager:												
Tawanna Ross												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-026 - phwalw26												
Wallace Woods	None reported this Quarter	2/21/2012	\$ 75.00	\$0.00	\$0.00	\$195.75	\$350.00	\$181.00	\$120.00	\$0.00	\$846.75	non payment/eviction
Site Manager:												
Tawanna Ross												
TOTAL				\$0.00	\$0.00	\$195.75	\$350.00	\$181.00	\$120.00	\$0.00	\$846.75	
003-026 - phwalw26												
Wallace Woods	None reported this Quarter											
Site Manager:												
Tawanna Ross												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-028 - phstrct												
Strawn Cottages	None reported this Quarter											
Site Manager:												
Ve Townsend												
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
003-093 - phclar93 Claremont Site Manager: Vanessa Banner	None reported this Quarter											
TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
003-095 - phivics95 Victoria Square Site Manager: Vanessa Banner	10020719	1/11/2012	\$ 510.00	\$1,112.00	\$0.00	\$50.96	\$0.00	\$181.00	\$75.00	\$0.00	\$1,418.96	evicted non payment
TOTAL			\$ 510.00	\$1,112.00	\$0.00	\$50.96	\$0.00	\$181.00	\$75.00	\$0.00	\$1,418.96	
940 Brevard Site Manager: WRH Realty	None reported this Quarter			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Arbor Glen 50 Site Manager: WRH Realty	2206 C 2213 D 2217 B	1/9/2012 3/9/2012 2/21/2012	\$ 311.00 \$ - \$ 87.00	\$0.00 - \$ 87.00	\$0.00 - -	\$0.00 - -	\$104.30 647.14 110.10	\$0.00 90.00 -	\$0.00 - -	\$0.00 - -	\$104.30 \$737.14 \$110.10	FSS Graduate FSS Termination Fraud/Lease Termination
TOTAL			\$ 311.00	\$0.00	\$0.00	\$0.00	\$861.54	\$90.00	\$0.00	\$0.00	\$951.54	
Arbor Glen I Site Manager: WRH Realty	2311 E 2311 H	1/2/2012 3/26/2012	\$ - \$ 288.00	\$0.00 -	\$0.00 -	\$0.00 -	\$175.00 187.00	\$90.00 -	\$0.00 -	\$0.00 -	\$265.00 \$187.00	FSS Termination FSS Graduate
TOTAL			\$ 288.00	\$0.00	\$0.00	\$0.00	\$362.00	\$90.00	\$0.00	\$0.00	\$452.00	
Arbor Glen II Site Manager: WRH Realty	2212 F 3021 C 3031 E	1/9/2012 2/21/2012 2/20/2012	\$ 143.00 \$ 205.00 \$ 166.00	\$0.00 - \$ 166.00	\$0.00 - -	\$0.00 - -	\$297.16 126.50 400.00	\$90.00 - 90.00	\$0.00 - 15.00	\$0.00 - -	\$387.16 \$126.50 \$505.00	FSS Termination Lease Violation/Termination Non Payment/Termination
TOTAL			\$ 314.00	\$0.00	\$0.00	\$0.00	\$823.66	\$180.00	\$15.00	\$0.00	\$1,018.66	
Arbor Glen III Site Manager: WRH Realty	None reported this Quarter			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Ashley Square Site Manager: WRH Realty	135 219	2/1/2012 3/10/2012	\$0.00 -	\$0.00 -	\$0.00 -	\$0.00 -	\$125.00 250.00	\$0.00 -	\$0.00 -	\$0.00 -	\$125.00 \$250.00	Voluntary termination Graduation from FSS program
TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00	
First Ward Place Site Manager: Pinnacle	10284380	12/20/2011	\$ 362.00	\$1,726.85	\$0.00	\$0.00	\$25.00	\$0.00	\$0.00	\$60.32	\$1,812.17	Moved, private housing
TOTAL			\$ 362.00	\$1,726.85	\$0.00	\$0.00	\$25.00	\$0.00	\$0.00	\$60.32	\$1,812.17	
McAden Park Site Manager: Community Mgmt Corp	1212-114	03/31/2012	\$ 169.00	\$169.00	\$0.00	\$0.00	\$1,795.75	\$0.00	\$0.00	\$0.00	\$1,964.75	FSS End of Participation
TOTAL			\$ 169.00	\$169.00	\$0.00	\$0.00	\$1,795.75	\$0.00	\$0.00	\$0.00	\$1,964.75	
McCreesh Place Site Manager: St. Peters Homes, Inc.		3/28/2012 2/6/2012 3/9/2012		\$399.00 376.00 192.00	\$0.00 - -	\$0.00 - -	\$0.00 - -	\$0.00 - -	\$0.00 - -	\$0.00 - -	\$399.00 \$376.00 \$192.00	lease violation for criminal activity Moved to another apt community. Violation drug/alcohol-free lease agmt.
TOTAL				\$967.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$967.00	
Montgomery Gardens Site Manager: WRH Realty	None reported this Quarter			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Nia Point Apartments Site Manager: WRH Realty		3/31/2012		\$ - \$0.00	\$ 363.80 \$363.80	\$ - \$0.00	\$ - \$0.00	\$ 131.00 \$131.00	\$ 30.00 \$30.00	\$ - \$0.00	\$524.80 \$524.80	eviction
TOTAL				\$ -	\$363.80	\$0.00	\$0.00	\$131.00	\$30.00	\$0.00	\$524.80	
Park @ Oaklawn Site Manager: WRH Realty		12/28/2011 12/28/2011 3/14/2012 12/21/2011 12/15/2011	\$ 168.00 \$ 319.00 \$ 309.00 \$ 375.00 \$ -	\$0.00 - - - -	\$61.00 - - 320.67 -	\$0.00 - - -	\$1,232.00 653.73 346.00 - 180.66	\$0.00 180.00 - -	\$0.00 - -	\$0.00 - -	\$1,293.00 \$833.73 \$346.00 \$320.67 \$180.66	Left Voluntarily Evicted Left Voluntarily Left Voluntarily Left Voluntarily
TOTAL			\$ 872.00	\$0.00	\$381.67	\$0.00	\$2,412.39	\$180.00	\$0.00	\$0.00	\$2,974.06	
Prosperity Creek Site Manager: WRH Realty	10298874	3/7/2012	\$ 121.00	\$124.00	\$0.00	\$112.56	\$0.00	\$0.00	\$0.00	\$0.00	\$236.56	deceased
TOTAL			\$ 121.00	\$124.00	\$0.00	\$112.56	\$0.00	\$0.00	\$0.00	\$0.00	\$236.56	

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
	TOTAL			\$124.00	\$0.00	\$112.56	\$0.00	\$0.00	\$0.00	\$0.00	\$236.56	
Rivermere		1/13/2012	\$ -	\$0.00	\$0.00	\$0.00	\$263.44	\$0.00	\$0.00	\$0.00	\$263.44	FSS Graduate
Site Manager:		2/6/2012					41.00				\$41.00	Termination from FSS Program
S.L. Nusbaum				\$0.00	\$0.00	\$0.00	\$304.44	\$0.00	\$0.00	\$0.00	\$304.44	
	TOTAL			\$0.00	\$0.00	\$0.00	\$304.44	\$0.00	\$0.00	\$0.00	\$304.44	

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
Seigle Point Site Manager: Community Mgmt Corp	908-203	1/3/2012	\$ 103.00	\$0.00	\$0.00	\$0.00	\$636.65	\$0.00	\$0.00	\$0.00	\$636.65	Tenant initiated/Skipped
	908-301	1/9/2012	\$ 174.00	59.00	-	-	100.00	252.00	60.00	-	\$471.00	Eviction
	819-310	3/5/2012	\$ 77.00	17.00	-	-	930.50	-	-	-	\$947.50	Tenant initiated
	891-204	3/14/2012	\$ 16.00	-	-	-	311.00	-	15.00	20.00	\$346.00	Eviction
TOTAL			\$76.00	\$0.00	\$0.00	\$1,978.15	\$252.00	\$75.00	\$20.00	\$2,401.15		
South Oak Crossing Site Manager: S.L. Nusbaum	None reported this Quarter											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Springcroft @ Ashley Park Site Manager: Residential Property Management	None reported this Quarter											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Springfield Gardens Site Manager: WRH Realty	None reported this Quarter											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Steele Creek Seniors Site Manager: Riverstone Residential	000-00-0323	11/11/2011		\$49.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49.50	Resident is deceased
	000-00-0204	2/14/2012		106.14	-	-	-	-	-	-	\$106.14	Resident is deceased
	000-00-0115	3/7/2012		4.00	-	-	-	-	-	-	\$4.00	Resident move out of country
	TOTAL			\$159.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$159.64	
Stonehaven East Site Manager: Riverstone Residential	000-04-0945			\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00	Negative Termination
	TOTAL			\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00	
Conventional Sub-Total				\$8,663.57	\$4,240.47	\$3,109.99	\$10,082.01	\$5,423.28	\$2,504.36	\$4,719.01	\$38,762.69	
HORIZON DEVELOPMENT												
003-092A-afw1190 Villa Courts	Sold July 2011											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-085 - afgrp85 Grove Place Site Manager: Doug Little	10020313	2/29/2012	\$ 495.00	\$179.86	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$30.00	\$229.86	Moved
	10014679	2/17/2012	\$ 495.00	1,157.50	-	-	-	725.00	410.00	70.00	\$2,362.50	non-payment - eviction
	10018491	2/7/2012	\$ 495.00	1,167.00	-	-	-	307.00	267.00	50.00	\$1,791.00	non-payment - eviction
	10021177	2/28/2012	\$ 505.00	1,311.33	-	80.70	-	181.00	80.00	-	\$1,653.03	non-payment - eviction
TOTAL			\$3,815.69	\$80.70	\$0.00	\$80.70	\$1,213.00	\$777.00	\$150.00	\$6,036.39		
003-086 - afokv86 Oak Valley Site Manager: Doug Little	None reported this Quarter											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
003-087 - afvalv87 Valley View Site Manager: Doug Little	None reported this Quarter											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Fair Market Square Site Manager: WRH Realty	2/21/2012	\$ 58.00	\$0.00	\$321.60	\$0.00	\$0.00	\$240.00	\$252.00	\$100.00	\$0.00	\$913.60	eviction-non-payment
	TOTAL			\$0.00	\$321.60	\$0.00	\$240.00	\$252.00	\$100.00	\$0.00	\$913.60	
Glen Cove Site Manager: Monica Flemming	None reported this Quarter											
	TOTAL			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Hampton Creste Site Manager: Riverstone Residential	0936M	1/26/2012	\$ 325.00	\$0.00	\$0.00	\$0.00	\$115.00	\$0.00	\$0.00	\$0.00	\$115.00	Resident Relocated Out of State
	1028D	3/8/2012	\$ 325.00	-	-	-	1,356.00	-	-	-	\$1,356.00	Lease Violation
TOTAL				\$0.00	\$0.00	\$0.00	\$1,471.00	\$0.00	\$0.00	\$0.00	\$1,471.00	

(Residents Vacated During Quarter Ending March 31, 2012)

ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
McAlpine Terrace Site Manager: Monica Flemming	2/29/2012	\$ 515.00	\$411.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$411.00	Resident relocated - asst living home
TOTAL			\$411.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$411.00	

(Residents Vacated During Quarter Ending March 31, 2012)

	ACCOUNT	MOVEOUT DATE	MTHLY RENT	ACTIVE RENT	RAR	UTIL	REPAIR CHGS	COURT COST	LATE FEE	RENOV CHGS	TO BE CHG OFF	REASON FOR VACATING
McMullen Wood Site Manager: WRH Realty	None reported this Quarter			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
003-081 Seneca Woods Site Manager: Adia Herbert	None reported this Quarter			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
Woodlawn House Site Manager: Adia Herbert	None reported this Quarter			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
Horizon Development Subtotal				\$4,226.69	\$321.60	\$80.70	\$1,711.00	\$1,465.00	\$877.00	\$150.00	\$8,831.99	8
Mill Pond Charlotte LLC Site Manager: WRH Realty				\$0.00	\$0.00	\$251.28	\$346.63	\$0.00	\$0.00	\$0.00	\$597.91	management decision
		1/2/2012		-	5,630.09	173.96	838.57	-	-	-	\$6,642.62	eviction
		1/12/2012		-	5,504.41	138.93	329.16	237.00	39.25	-	\$6,248.75	eviction
		1/16/2012		-	-	265.50	61.41	-	-	-	\$326.91	management decision
		1/17/2012		-	-	177.63	214.97	-	-	-	\$392.60	management decision
		2/3/2012		-	2,183.83	232.56	120.00	-	-	-	\$2,536.39	eviction
		2/20/2012		-	2,394.36	101.14	-	-	-	-	\$2,495.50	eviction
		2/28/2012		-	2,031.38	71.96	75.00	-	-	-	\$2,178.34	eviction
		3/26/2012		-	1,233.25	111.25	-	-	-	-	\$1,344.50	eviction
TOTAL				\$0.00	\$18,977.32	\$1,524.21	\$1,985.74	\$237.00	\$39.25	\$0.00	\$22,763.52	9
Mill Pond Charlotte LLC Subtotal				\$0.00	\$18,977.32	\$1,524.21	\$1,985.74	\$237.00	\$39.25	\$0.00	\$22,763.52	9
GRAND TOTAL				\$12,910.26	\$23,539.39	\$4,714.90	\$13,778.75	\$7,125.28	\$3,420.61	\$4,869.01	\$70,358.20	81

Collection Loss Report

15 Year Trend Analysis

	Number Accounts	Active Rent	RAR	Util	Rep Chgs	Court Cost	Late Fee	Renov Chgs	Total Write-off	Charges/Rent Roll	% of Loss	Avg Write-off	Coll Loss Recovery
12-13													
4th Qtr													
3rd Qtr													
2nd Qtr													
1st Qtr	81	12,910	23,539	4,715	13,779	7,125	3,421	4,869	70,358	2,770,265	2.54%	869	10,246
Total	81	12,910	23,539	4,715	13,779	7,125	3,421	4,869	70,358	2,770,265	2.54%	869	10,246
11-12													
4th Qtr	48	20,475	9,14	5,739	12,021	5,554	2,519	809	48,030	2,552,382	1.88%	1,001	-
3rd Qtr	86	29,357	23,673	4,458	8,679	7,380	3,086	2,167	78,800	2,436,227	3.23%	916	911
2nd Qtr	67	24,959	4,501	2,036	7,451	5,319	2,539	914	47,719	2,456,639	1.94%	712	1,187
1st Qtr	82	25,602	6,712	4,077	2,066	5,904	3,262	7,980	55,604	2,546,428	2.18%	678	8,433
Total	445	126,214	82,878	23,739	57,775	38,408	18,247	21,608	370,869	15,532,206	2.39%	833	31,022
10-11													
4th Qtr	69	23,204	14,222	2,127	10,228	4,027	2,215	6,648	62,671	2,504,458	2.50%	908	2,264
3rd Qtr	74	13,560	0	4,954	308	5,593	3,470	19,377	47,261	2,789,521	1.69%	639	797
2nd Qtr	61	22,006	3,662	2,044	5,018	5,106	2,678	4,601	45,115	2,724,471	1.66%	740	2,184
1st Qtr	50	17,166	0	2,966	4,569	6,538	3,948	4,734	39,921	2,267,852	1.76%	798	5,913
Total	254	75,936	17,883	12,091	20,122	21,263	12,310	35,360	194,967	10,286,301	1.90%	768	11,158
09-10													
4th Qtr	55	13,919	374	2,082	1,187	3,504	1,669	8,803	31,540	2,290,187	1.38%	573	1,499
3rd Qtr	72	28,957	2,065	1,770	4,921	5,381	3,526	4,328	50,949	2,327,756	2.19%	708	4,476
2nd Qtr	56	13,871	95	2,251	3,040	2,089	1,953	3,291	26,591	2,452,198	1.08%	475	1,945
1st Qtr	47	16,186	626	3,101	2,671	4,669	2,504	9,218	36,571	2,261,612	1.62%	778	3,443
Total	230	72,933	3,161	9,204	9,415	15,644	9,653	25,640	145,650	9,331,753	1.56%	633	11,363
08-09													
4th Qtr	69	21,570	2,758	3,644	4,797	4,433	3,126	3,795	44,123	2,171,434	2.03%	639	597
3rd Qtr	58	14,020	2,224	2,717	3,262	3,245	3,047	4,101	32,617	2,093,950	1.56%	562	2,368
2nd Qtr	58	16,713	177	2,641	942	3,349	5,310	10,185	39,317	2,042,017	1.93%	678	3,129
1st Qtr	39	6,482	0	2,613	801	1,895	2,491	6,657	20,941	2,103,208	1.00%	537	4,360
Total	224	58,784	5,159	11,616	9,802	12,923	13,975	24,739	136,998	8,410,609	1.63%	612	10,455
07-08													
4th Qtr	60	14,820	0	6,682	1,030	3,965	4,102	7,883	38,482	2,241,160	1.72%	641	2,639
3rd Qtr	79	13,393	1,351	3,943	2,948	3,785	5,063	10,644	41,128	2,202,476	1.87%	521	2,639
2nd Qtr	74	17,376	2,362	3,191	573	4,066	3,942	13,886	45,395	2,112,198	2.15%	613	5,777
1st Qtr	44	9,046	89	2,083	716	2,721	2,668	6,018	23,339	2,088,651	1.12%	530	4,218
Total	257	54,635	3,802	15,899	5,266	14,536	15,774	38,431	148,344	8,644,485	1.72%	577	15,272
06-07													
4th Qtr	77	18,874	3,709	6,283	1,297	5,619	4,760	7,816	48,357	2,093,881	2.31%	628	2,188
3rd Qtr	96	16,267	2,152	3,141	3,694	4,905	6,439	5,960	42,558	1,954,109	2.18%	443	1,950
2nd Qtr	70	15,020	947	1,467	4,005	4,153	4,923	9,486	40,000	2,484,473	1.61%	571	3,850
1st Qtr	72	19,732	99	1,182	3,908	3,634	3,430	7,687	39,673	2,170,477	1.83%	551	5,379
Total	315	69,893	6,907	12,073	12,904	18,311	19,551	30,949	170,588	8,702,940	1.96%	542	13,366
05-06													
4th Qtr	74	29,182	50	1,462	3,396	4,980	3,462	6,919	49,451	2,058,826	2.40%	668	2,577
3rd Qtr	88	16,731	10,476	1,239	1,811	4,610	3,141	14,738	52,745	2,152,866	2.45%	599	6,799
2nd Qtr	71	20,061	2,170	681	877	4,414	2,817	7,633	38,654	2,097,551	1.84%	544	3,645
1st Qtr	73	19,401	0	802	3,533	3,670	2,660	9,497	39,561	2,152,866	1.84%	542	9,013
Total	306	85,375	12,696	4,184	9,617	17,673	12,080	38,786	180,412	8,462,109	2.13%	590	22,034
04-05													
4th Qtr	80	15,828	5,980	1,774	3,100	4,137	2,917	6,602	40,338	2,067,444	1.95%	504	3,973
3rd Qtr	85	14,236	3,560	1,971	1,530	3,273	2,945	6,433	33,948	1,578,557	2.15%	399	3,749
2nd Qtr	71	17,941	6,897	1,414	1,164	3,771	3,070	5,876	40,133	2,032,559	1.97%	565	4,505

Number Accounts	Active Rent	RAR	Util	Rep Chgs	Court Cost	Late Fee	Renov Chgs	Total Write-off	Charges/Rent Roll	% of Loss	Avg Write-off	Coll Loss Recovery
100	21,818	3,397	2,999	2,444	4,636	2,477	11,821	49,591	1,904,940	2.60%	496	7,924
336	69,822	19,834	8,158	8,238	15,817	11,409	30,752	164,009	7,583,481	2.16%	488	20,151
83	16,007	3,209	1,188	2,381	4,785	2,011	7,641	37,222	1,920,527	1.94%	448	3,783
97	16,077	0	1,232	1,426	2,963	1,959	19,060	42,717	1,902,248	2.25%	440	4,856
102	13,784	1,605	1,311	2,435	3,559	1,538	13,301	37,532	1,968,099	1.91%	368	5,967
98	22,156	0	2,511	4,494	3,122	2,638	23,476	58,397	1,909,995	3.06%	596	5,879
380	68,024	4,814	6,242	10,735	14,429	8,146	63,478	175,868	7,700,869	2.28%	463	20,485
105	25,254	0	2,300	6,935	3,178	2,818	15,092	55,577	1,901,288	2.92%	529	6,222
95	36,532	171	1,159	2,265	3,395	3,470	19,538	66,530	1,863,203	3.57%	700	3,711
85	22,050	0	1,309	4,323	2,029	2,157	11,980	43,848	1,782,748	2.46%	516	2,783
80	36,003	1,723	2,490	3,874	2,165	2,969	13,189	62,413	1,938,436	3.22%	780	6,246
365	119,839	1,894	7,258	17,397	10,767	11,414	59,799	228,368	7,485,675	3.05%	626	18,962
86	46,917	583	1,687	2,978	2,610	3,727	14,706	73,207	1,960,672	3.73%	851	12,511
141	42,418	6,692	2,529	10,254	2,188	2,986	9,792	76,859	1,956,313	3.93%	545	3,616
64	24,270	1,048	2,159	5,819	1,350	1,222	5,609	41,477	1,842,063	2.25%	648	6,376
115	32,641	2,896	3,712	4,218	2,471	2,756	12,416	61,109	1,922,096	3.18%	531	5,930
406	146,246	11,219	10,086	23,268	8,619	10,691	42,524	252,652	7,681,144	3.29%	622	28,433
73	26,191	1,420	1,501	5,084	2,515	2,422	5,319	44,452	1,830,455	2.43%	609	9,772
64	20,962	0	1,045	4,830	1,594	2,091	2,603	33,126	1,729,189	1.92%	518	4,700
75	27,645	2,196	1,081	6,027	1,183	1,832	1,245	41,209	1,739,124	2.37%	549	1,683
72	27,952	1,004	1,048	3,097	2,254	2,754	4,404	42,513	1,587,713	2.68%	590	2,754
284	102,751	4,620	4,676	19,038	7,546	9,098	13,571	161,300	6,886,482	2.34%	568	18,909
89	23,286	974	1,752	616	1,554	2,750	1,660	32,592	1,875,530	1.74%	366	3,875
96	31,137	1,637	1,710	1,413	2,244	2,535	2,461	43,137	1,941,247	2.22%	449	2,160
98	39,755	204	1,692	1,479	1,473	1,464	7,420	53,487	1,969,345	2.72%	546	1,683
DNA	DNA	DNA	DNA	DNA	DNA	DNA	DNA	30,652	1,842,232	1.66%	-	2,753
283	94,178	2,815	5,154	3,508	5,271	6,749	11,541	159,868	7,628,354	2.10%	565	
83	31,833	1,270	589	10	2,104	2,187	5,699	43,692	1,825,497	2.39%	526	DNA
DNA	DNA	DNA	DNA	DNA	DNA	DNA	DNA	47,147	1,710,473	2.76%	-	DNA
78	22,256	649	823	0	1,970	1,817	1,928	29,443	1,749,498	1.68%	377	DNA
83	23,622	2,087	1,185	25	2,238	2,618	3,729	35,504	1,777,695	2.00%	428	DNA
244	77,711	4,006	2,597	35	6,312	6,622	11,356	155,786	7,063,163	2.21%	638	

DNA=Data Not Available
Effective with quarter ending 3/31/05 total losses are compared to total charges. All prior quarters compare total losses to total rent charged.

CHARLOTTE HOUSING AUTHORITY
COLLECTION LOSSES BY QUARTER

Quarter Ending	Year Ending				Year Ending
	03/31/11	06/30/11	12/31/11	03/31/12	
Conventional	\$28,528.69	\$43,601.47	\$43,412.27	\$42,078.33	\$82,782.20
Horizon Development	\$35,528.82	\$12,002.03	\$14,306.57	\$98,558.84	\$12,842.83
Mill Pond Charlotte LLC	N/A	N/A	N/A	\$30.00	\$22,763.52
Totals	\$63,786.51	\$55,603.50	\$57,718.84	\$245,908.60	\$119,388.55
Total % of Losses	2.57%	2.18%	1.94%	2.48%	2.35%
% excluding PAR	2.00%	1.92%	1.76%	1.99%	2.24%

Quarter Ending	Year Ending				Year Ending
	03/31/10	06/30/10	12/31/10	03/31/11	
Conventional	\$26,423.37	\$17,612.51	\$28,142.81	\$103,330.07	\$132,510.48
Horizon Development	\$12,098.82	\$3,328.82	\$3,873.84	\$28,028.94	\$27,955.29
Totals	\$38,482.19	\$20,940.91	\$32,016.65	\$131,359.01	\$160,465.77
Total % of Losses	1.72%	1.00%	1.55%	1.55%	1.75%
% excluding PAR	1.72%	1.00%	1.44%	1.52%	1.69%

Quarter Ending	Year Ending				Year Ending
	03/31/05	06/30/05	12/31/05	03/31/06	
Conventional	\$29,086.50	\$1,052.15	\$43,088.61	\$129,240.40	\$128,208.01
CHA Properties	\$1,901.36	\$1,691.00	\$116.00	\$3,991.38	\$2,012.04
Stepping Stone	\$9,349.64	\$5,144.94	\$6,749.75	\$26,476.78	\$14,612.14
McAlpine Terrace / Glen Cove	\$0.00	\$1,673.25	\$4,298.25	\$11,589.50	\$15,444.44
Horizon Development					\$8,147.07
Seneca Woods					\$5,656.83
Totals	\$40,337.52	\$39,561.34	\$52,745.31	\$171,298.06	\$177,682.36
Total % of Losses	1.95%	1.84%	2.52%	2.04%	2.01%
% excluding PAR	1.66%	1.84%	2.02%	1.82%	1.97%

Quarter Ending	Year Ending				Year Ending
	03/31/04	06/30/04	12/31/04	03/31/05	
Conventional	\$67,849.09	\$55,104.37	\$48,199.09	\$205,502.72	\$157,376.65
CHA Properties	\$2,426.25	\$1,185.00	\$14,986.83	\$18,618.08	\$16,044.76
Stepping Stone	\$2,922.01	\$4,493.17	\$4,057.42	\$12,952.88	\$8,017.54
McAlpine Terrace / Glen Cove	\$0.00	\$1,630.18	\$1,854.00	\$8,924.18	\$5,806.00
Totals	\$73,207.35	\$62,412.72	\$43,847.59	\$245,997.86	\$197,960.92
Total % of Losses	3.73%	3.22%	2.46%	3.25%	2.51%
% excluding PAR	3.70%	3.13%	2.46%	3.24%	2.49%

Quarter Ending	Year Ending				Year Ending
	03/31/03	06/30/03	12/31/03	03/31/04	
Conventional	\$32,267.70	\$25,140.08	\$25,140.08	\$34,138.39	\$28,410.40
CHA Properties	\$5,670.26	\$3,963.69	\$1,064.13	\$7,001.03	\$2,568.08
Stepping Stone	\$5,754.52	\$1,548.58	\$4,801.72	\$3,712.52	\$3,217.30
McAlpine Terrace / Glen Cove					\$0.00
Totals	\$43,692.48	\$30,652.35	\$30,652.35	\$41,773.62	\$33,948.21
Total % of Losses	2.39%	1.63%	1.74%	1.85%	1.86%
% excluding PAR	2.39%	1.63%	1.74%	1.85%	1.77%

(A) Quarter ended 9/30/09 included writeoffs of \$20,121 at Piedmont Courts, which was formally managed by a private agent. The quarters ended 12/31/09 and 3/31/10 do not include writeoffs for Piedmont Courts of \$11,165 and \$12,260 respectively, which were also incurred for residents who vacated while the community was still under that Agent's management.

(B) Quarter ending 12/31/01 included writeoffs for accounts vacated prior to 7/1/01 that were never reported on prior Collection Loss Reports.

(C) Effective with quarter ending 3/31/05 total losses are compared to total charges. All prior quarters compare total losses to total rent charged.

(D) Effective with quarter ending 9/30/06 CHA Properties and Stepping Stone became Horizon Development and Seneca Woods.

(E) Effective with quarter ending 12/31/07 McAlpine Terrace/Glen Cove and Seneca Woods became part of Horizon Development.

***BUSINESS
AGENDA
ACTION
ITEMS***

9.A Approve Change Order for Security Coverage during the DNC

Action: Approve Resolution for a Change Order Not to Exceed \$6,820.80 to Professional Police and Security Services for Additional Security Coverage during the Democratic National Convention (DNC) at the Senior High-Rise Sites.

Staff Resource: Shaunte Evans, Allison Preston, Steve Lamphere

Strategic Business: Operations/Finance and Administration

Strategic Goal: Maximize the economic, physical, and social value of CHA real estate portfolio.

Background/Policy Framework:

On June 15, 2010, the CHA Board of Commissioners approved a final update to the CHA Procurement Policy that requires a review and approval by the Board for procurement actions that exceed the dollar threshold set for that individual classification of material or service as set below:

<u>Dollar Threshold</u>	<u>Procurement Classification</u>
\$100,000	New Construction and Substantial Rehabilitation contracts.
\$50,000	Professional Service contracts, consultants, architects and engineers.

Additionally, any procurement that will cause a single vendor to exceed the above amounts during a rolling twelve (12) month period will require prior approval from the CHA Board of Commissioners before additional contracts are awarded to the vendor.

Explanation:

During the Democratic National Convention (DNC), there will be increased traffic near four CHA properties (Charlottetown, Autumn Place, Edwin Towers, and Hall House). The Charlotte Mecklenburg Police Department (CMPD) strongly suggest that CHA provide additional security at Charlottetown, since the daily parade/protesters route will start near the site, at Pearl Street Park. Due to the DNC activities, staff wants to also provide additional coverage at Autumn Place, Edwin Towers, and Hall House.

The current contractor, Professional Police and Security Services (PSS), was selected through a competitive bid process to provide all security for the high-rises. In accordance with the contract, CHA may provide additional services at other CHA properties as needed. CMPD will serve as the lead organization for anything relative to the provision of security for the DNC and will be responsible for updates, changes or information for any type of threats. The change order will include authorization for CMPD to have direct

contact/communication with the contractor to relay any type of immediate threat assessment or provide other information as required for safety and security of the DNC and CHA residents.

A change order, to PSS to provide additional security services during the DNC, requires Board approval in order to proceed with additional coverage. Benefits of the proposed project follow:

- To increase security measures for residents and properties during the DNC at Charlottetown, Autumn Place, Edwin Towers, and Hall House.
- This initiative will allow CHA to have 24-hour security coverage throughout the duration of the DNC.
- Private security officers will be present at the CHA properties to maintain order throughout the buildings and to check identification of all guests.
- The timeframe is seven (7) days beginning September 1, 2012.
- The proposed budget is \$6,820.80.

Committee Discussion:

This item was highlighted during the August 9, 2012 Client Relations Committee meeting.

Community Input:

N/A

Section 3/MWBE Consideration:

Section 3: 100% (Prime)

MWBE: 100% (Prime)

Funding:

MTW

Attachments:

Resolution

Proposed Budget for the DNC

RESOLUTION

APPROVE CHANGE ORDER FOR \$6,820.80 TO PROFESSIONAL POLICE AND SECURITY SERVICES FOR ADDITIONAL SECURITY COVERAGE DURING THE DEMOCRATIC NATIONAL CONVENTION FOR THE SENIOR HIGH-RISE SITES.

WHEREAS, the CHA has a requirement to provide security coverage at the senior high-rise sites;

WHEREAS, the CHA has conducted the solicitation process in accordance with 24CFR Part 85.36 Procurement Regulations;

WHEREAS, the current contract has the option to extend additional services when needed; and

WHEREAS, the CHA wishes to exercise this option to provide security services for a maximum of seven (7) days, beginning September 1, 2012.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Charlotte does hereby authorize the CEO or its designee to approve a change order for \$6,820.80 to Professional Police and Security Services for additional security coverage at Charlottetown, Autumn Place, Edwin Towers, and Hall House.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Shaunté Evans
Interim Secretary

(SEAL)



Additional Coverage for the DNC

CURRENT STATUS:

Sites: (# of units)	Security Coverage	# of Days	Time Frame	Surveillance Cameras
Autumn Place (68)	10 hours per day	7 Days	6pm – 4am	Interior/exterior
Hall House (191)	10 hours per day	7 Days	6pm – 4am	Interior Ground Floors
Edwin Towers (175)	10 hours per day	7 Days	6pm – 4am	Interior/exterior
Charlottetown Terrace (161)	10 hours per day	7 Days	6pm – 4am	Interior/exterior

PROPOSED BUDGET FOR 24-HOUR SECURITY FOR THE DNC (SEPTEMBER 1, 2012-SEPTEMBER 7, 2012):

Sites:	# of Additional Hours (4am-6pm)	Additional Hours (7 Days)	Hourly Rate	Cost Per Site
Autumn Place	14 per day	98 hours	\$17.40	\$1,705.20
Hall House	14 per day	98 hours	\$17.40	\$1,705.20
Edwin Towers	14 per day	98 hours	\$17.40	\$1,705.20
Charlottetown Terrace	14 per day	98 hours	\$17.40	\$1,705.20
Total Budget				\$6,820.80

9.B Authorization to Establish a Self-Funded Employee Health Care Insurance Program

Actions:

- A. Approve a resolution to authorize CHA to establish a Self-Funded Employee Health Care Program effective November 1, 2012.**
- B. Authorize staff to notify the current carrier, Blue Cross Blue Shield of NC, of this decision in writing.**
- C. Authorize the Risk Analyst to serve as Administrator over the CHA Self-Funded Employee Health Care Program.**
- D. Approve the conceptual financial structure to establish the CHA Self-Funded Employee Health Care Program.**

Staff Resource: Heather Franklin

Strategic Business: Finance Administration

Strategic Goal: Ensure the Authority's Long- Term Financial Viability

Background/Policy Framework:

The Authority's Board of Commissioners has provided for the healthcare of employees through the purchase of a fully insured health care policy. This cost has escalated over the years. Due to these increases, the staff completed an assessment to determine the financial feasibility of self-funding the Employee Health Care program to provide the best care for employees and families as possible while protecting the financial assets of the Authority.

Explanation:

It is estimated by a Kaiser Permanente study that 57% of all health plans in the U.S. are self-funded, covering more than 100 million Americans. That's up from 44% in 1999, an increase of nearly 30% in 10 years. With the oncoming regulations associated with health care reform, many public employers are looking to self-fund their benefit plan as a way of controlling health costs while creating a culture of healthier lifestyles and better healthcare insurance consumers.

With the passing of the Patient Protection and Affordable Care Act (PPACA) and medical costs expected to continue the trend of annual increases, self-funding the employee health care program will position CHA to effectively manage design and cost sharing to provide the best affordable health care insurance possible for CHA employees and their families. Based on analysis of historical claims data, self-funding the CHA

Employee Health Care Insurance program will provide an estimated annual savings of \$77,749 for medical and \$6,972 for dental compared to the current (2011/2012) annual plan costs.

By self-funding the projected medical claims of \$1,143,160 (and retaining liability for the first \$750,000 of all claims, which will be a reservation of Fund Balance), purchasing insurance protection for claims (above \$75,000 per individual and \$350,000 in aggregate) for an estimated \$120,558, and paying a Third Party Administrator \$90,994, the Authority could realize annual savings of approximately \$77,749.

By self-funding the projected dental claims of \$99,906, (and retaining liability for the first \$100,000 of all claims, which will be a reservation of Fund Balance), and paying a Third Party Administrator \$11,849, the Authority could realize annual savings of approximately \$9,972.

To fund the Employee Health Care Program, staff intends to establish an accounting process collecting all CHA and employee health insurance contributions into a Health Care Trust Account to fund the Employee Health Care Program. Staff will ask the Board to approve a reservation of fund balance in the Administration Program in the amount of \$850,000 until the Employee Healthcare Fund accumulates adequate assets to meet its maximum exposure. Once that amount is obtained the reservation will be released by the Board.

Committee Discussion:

During the CFO Update at the Finance and Audit Committee meeting on August 9, 2012 the Interim CFO informed the Board that this item could be added to the Business Agenda for the regular Board meeting after staff had time to review all proposals and make a recommendation.

Funding:

Administration Program for reservation of Fund Balance.
Administration, Field Operation and Real Estate Programs for ongoing program.

Attachment:

Resolution

RESOLUTION
AUTHORIZE THE HOUSING AUTHORITY OF THE CITY OF CHARLOTTE (CHA)
TO ESTABLISH A SELF-FUNDED EMPLOYEE HEALTH CARE PROGRAM
EFFECTIVE NOVEMBER 1, 2012

WHEREAS, the Board recognizes the need to protect the health and well being of all employees and their families; and

WHEREAS, the Board wishes to provide the highest level of medical care when needed; and

- Reduce the cost of providing this medical insurance; and
- Provide greater Administrative controls over the Employee Health Care Program

WHEREAS, the State of North Carolina gives the Board the right to establish and Self-Fund their Health Care program; and

WHEREAS, and the Board has the authority to approve the conceptual financial structure of the Self-Funded Employee Health Care Program.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Charlotte that:

1. Effective November 1, 2012 CHA will execute its right to establish a Self-Funded Employee Health Care Program; and
2. The Chair of the Board of Commissioners and an Authorized Signatory are hereby authorized to execute any required documents necessary to notify the current Employee Health Care insurance carrier of this decision; and
3. The Risk Analyst will serve as Administrator over the Employee Health Care Program under the direction of the CHA Chief Financial Officer; and
4. The conceptual financial structure to establish the Employee Health Care Program is accepted.

RECORDING OFFICER'S CERTIFICATION

I, Shaunté Evans, the duly appointed Interim Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this resolution was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Shaunté Evans
Interim Secretary

***HORIZON
DEVELOPMENT
PROPERTIES,
INC.***

**Horizon Development Properties, Inc
Board of Directors
AGENDA**

*Charlotte Housing Authority/Central Office
1301 South Boulevard
Charlotte, NC 28203*

August 21, 2012

Directly After CHA Board Meeting – Meeting Convenes:

Regular Meeting Agenda:

1. Review and Approval of the Agenda
2. Consideration to Approve the Minutes for:
 - Regular Meeting held on ***July 17, 2012 (p.138)***
3. **Consent Agenda Action Items: (p.140 – 147)**
 - A. Budget Amendment: Horizon Development Properties, Inc. Administration Program Budget
 - B. Budget Amendment: Horizon Development Properties, Inc. Field Operation Program Budget
 - C. Horizon Development Properties, Inc. Collection Loss Report for the Quarter Ended 6/30/12
4. **Business Agenda Action Item: (p.148 – 149)**
 - A. Mill Pond Charlotte, LLC Collection Loss Report for the Quarter Ended 6/30/12

**MINUTES OF THE HORIZON DEVELOPMENT PROPERTIES, INC.
BOARD OF DIRECTORS MEETING HELD ON
TUESDAY, JULY 17, 2012**

Regular Meeting:

Additions to the Agenda:

Chairman Ford opened the meeting he then asked if there were any changes/additions to the agenda. Hearing none, he requested a motion to accept the agenda as presented.

ACTION:

Motion was made by:	Commissioner Sumter
Motion was seconded by:	Commissioner Simpson
Outcome:	Passed unanimously

Consideration to Approve the minutes for:

- Regular meeting held on *June 19, 2012*

ACTION:

Motion was made to approve as submitted by:	Commissioner Simpson
Motion was seconded by:	Commissioner Sumter
Outcome:	Passed unanimously

Consent Agenda Action Item:

3.A Approve Procurement Contract –CVR Associates

Budget Amendment: Horizon Development Properties, Inc.

Field Operations Program Budget

- A. To authorize CHA signatory to contract with CVR Associates, Inc. to conduct an independent Compliance Review of the Housing Choice Voucher and Public Housing programs in an amount not to exceed \$65,000.
- B. Approve an amendment to the Field Operations Program Budget for the fiscal year ending March 31, 2013. (Last amended by Resolution No. 2059)

Commissioner Sumter motioned that for consistency this item be amended with the same language as the previous item that was approved in the regular Board meeting.

Horizon Development Properties, Inc.
July 17, 2012

ACTION:

Motion was made as stated above by:

Commissioner Sumter

Outcome:

Passed unanimously

Vice-Chairman Jones motioned that we adjourn the Horizon Development Properties, Inc. meeting; motion was seconded by: Commissioner Sumter; outcome: passed unanimously

Minutes Respectfully Prepared by:

**Barbara G. Porter
Executive Assistant**

**3.A Budget Amendment: Horizon Development Properties, Inc.
Administration Program Budget**

Action: Approve an amendment to the Administration Program Budget for the Capital Fund Grant and Section 9 Subsidy for the fiscal year ending March 31, 2013. (Last amended by Resolution No. 2058)

Staff Resource: Heather Franklin

Strategic Business: Finance and Administration

Strategic Goal: Ensure the Authority’s Long-Term Financial Viability

Background/Policy Framework:

The HUD annual Capital Fund allocation represents federal funding for the capital and maintenance needs of public housing sites. CHA as an MTW agency has single fund budget authority, therefore the operating subsidy for Section 8 and Section 9 and the Capital fund dollars are combined into the MTW fund. Staff estimated the 2012 Capital Fund Grant amount in preparation of the 2012-2013 budget.

Explanation:

CHA was notified that final calculations have been made for the 2012 Capital Fund Grant Award. CHA will receive \$3,673,819. Of this amount \$367,382 will be paid as a fee to the Administration Program via the Field Operation Program; \$2,393,657 is drawn down as MTW funds and \$912,780 is debt service. The Board is being asked to approve a resolution accepting the grant.

The fee amount \$367,382 is \$39,088 less than the budgeted amount of \$406,470. Therefore, the Capital Fund Revenue is reduced by \$39,088 and Operating Costs are reduced by \$39,088.

The \$2,393,657 is \$171,023 less than the budgeted amount of \$2,564,680. This amendment is necessary to increase Fund Balance Appropriated by the amount of \$171,023.

Finally in this amendment, new units are coming on line and CHA will receive Section 9 subsidy totaling \$530,284 for:

Hampton Creste	\$278,164
Moore Place	\$ 62,151
Steele Creek	\$123,718
Woodlawn	\$ 66,251

Units came on line after the submission of the subsidy request.

In Exhibit A, MTW Funds are increased by \$530,284 and Capital Fund Fees are reduced by \$39,088. Fund Balance Appropriated is increased by \$171,023 and the corresponding expenditures are shown as a reduction in Operating Costs in the

amount of \$39,088 and Operating Transfers- Out of \$701,307 (\$530,284+\$171,023).

Also, as a part of this amendment, the CHA authorized signer may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CHA Authorized signer must report any such transfers at the regular board at which the budget to actual results are discussed and transfers between functions must be entered in the minutes of that meeting.

1. The CHA authorized signer may transfer between sub-functions and objects of expenditure within a function.
2. The CHA authorized signer may transfer amounts not to exceed \$50,000 between functions.
3. The CHA authorized signer may not transfer amounts between programs or increase the total amount of a program.

Committee Discussion:

This item was approved for the consent agenda at the Finance and Audit Committee Meeting held on August 9, 2012.

Funding:

MTW funding

Attachment:

Exhibit A

RECORDING OFFICER'S CERTIFICATION

I, Barbara Porter, the duly appointed Secretary of the Horizon Development Properties, Inc. do hereby certify that the above item was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Barbara Porter, Secretary

Exhibit A

REVENUE:	April 2012 - March 2013 ADMINISTRATION	REVISION	April 2012 - March 2013 ADMINISTRATION
Section 8 Fees	1,360,476		1,360,476
MTW Funds	5,072,331	530,284	5,602,615
Other Revenue	2,176,545		2,176,545
Public Housing Fees	788,095		788,095
Maintenance Operations	484,527		484,527
Capital Fund Fees	406,468	(39,088)	367,380
Horizon Fees	481,027		481,027
First Ward Income	396,050		396,050
Social Services Fees	741,550		741,550
TOTAL REVENUE	11,907,069	491,196	12,398,265
Other Sources			
Fund Balance Appropriated-MTW Funds	21,239,711	171,023	21,410,734
Fund Balance Appropriated-COCC	303,365		303,365
Fund Balance Appropriated-Land Sale Proceeds	356,474		356,474
TOTAL OTHER SOURCES	21,899,550	171,023	22,070,573
TOTAL REVENUE AND OTHER SOURCES:	33,806,619	662,219	34,468,838
EXPENDITURES:			
Salaries/Benefits	4,619,785		4,619,785
Operating Costs	7,430,942	(39,088)	7,391,854
Utilities	174,707		174,707
Capital Outlay	25,000		25,000
TOTAL EXPENDITURES:	12,250,434	(39,088)	12,211,346
Other Uses:			
Operating Transfers Out -Capital Projects	13,547,460		13,547,460
Operating Transfers Out -AMPS	42,450		42,450
Operating Transfers Out -MTW	2,488,826	701,307	3,190,133
Loans To Others	5,477,449		5,477,449
TOTAL OTHER USES:	21,556,185	701,307	22,257,492
TOTAL EXPENDITURES AND OTHER USES:	33,806,619	662,219	34,468,838

3.B Budget Amendment: Horizon Development Properties, Inc. Field Operation Program Budget

Action: Approve an amendment to the Field Operation Program Budget for the Capital Fund Grant and Section 9 Subsidy for the fiscal year ending (March 31, 2013. Last amended by Resolution No. 2069)

Staff Resource: Heather Franklin

Strategic Business: Finance and Administration

Strategic Goal: Ensure the Authority's Long-Term Financial Viability

Background/Policy Framework:

The HUD annual Capital Fund allocation represents federal funding for the capital and maintenance needs of public housing sites. CHA as an MTW agency has single fund budget authority, therefore the operating subsidy for Section 8 and Section 9 and the Capital fund dollars are combined into the MTW fund. Staff estimated the 2012 Capital Fund Grant amount in preparation of the 2012-2013 budget.

Explanation:

CHA was notified that final calculations have been made for the 2012 Capital Fund Grant Award. CHA will receive \$3,673,819. Of this amount \$367,382 will be paid as a fee to the Administration Program via the Field Operation Program; \$2,393,657 is drawn down as MTW funds and \$912,780 is debt service.

The fee amount \$367,382 is \$39,088 less than the budgeted amount of \$406,470. This amendment is necessary to reduce Capital Fund Fees by \$39,088 and Operating Costs by \$39,088. The MTW Fund line item will be reduced by \$171,023 which represents the difference between the grant amount received \$2,393,657 and the grant amount budgeted of \$2,564,680.

Also in this amendment staff wishes to reallocation revenue in the amount of \$1,768,529 from Other Income to Fund Balance Appropriated to clearly show the appropriated amount.

Finally in this amendment, new units are on line and CHA will receive subsidy totaling \$530,284 for:

Hampton Creste	\$278,164
Moore Place	\$ 62,151
Steele Creek	\$123,718
Woodlawn	\$ 66,251

These units came on line after the submission of the subsidy request.

In Exhibit A, MTW Funds are reduced by \$171,023; Other Income is reduced by \$1,768,529 and Capital Fund Fees are reduced by \$39,088. Fund Balance Appropriated-AMP is increased by \$1,768,529; Operating Transfers In-MTW is increased by \$701,307 (\$530,284+171023). The corresponding expenditure is in Operating Costs in the amount of \$491,196 (\$530,284-\$39,088).

Also, as a part of this amendment, the CHA authorized signer may transfer funds as provided below. All such transfers must be consistent with state or federal laws and local board policies. The CHA Authorized signer must report any such transfers at the regular board at which the budget to actual results are discussed and transfers between functions must be entered in the minutes of that meeting.

1.The CHA authorized signer may transfer between sub-functions and objects of expenditure within a function.

2.The CHA authorized signer may transfer amounts not to exceed \$50,000 between functions.

3.The CHA authorized signer may not transfer amounts between programs or increase the total amount of a program.

Committee Discussion:

This item was approved for the consent agenda at the Finance and Audit Committee Meeting held on August 9, 2012.

Funding:

MTW funding

Attachment:

Exhibit A

RECORDING OFFICER'S CERTIFICATION

I, Barbara Porter, the duly appointed Secretary of the Horizon Development Properties, Inc. do hereby certify that the above item was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Barbara Porter, Secretary

Exhibit A

REVENUE:	April 2012 - March 2013 FIELD OPERATION	REVISION	April 2012 - March 2013 FIELD OPERATION
MTW Funds	56,892,311	(171,023)	56,721,288
Tenant Rents	8,284,777		8,284,777
Other Income	3,738,113	(1,768,529)	1,969,584
Public Housing Fees	859,938		859,938
Section 8 Income	3,047,434		3,047,434
Capital Fund Fees	406,470	(39,088)	367,382
Other Governmental Grants	238,406		238,406
Non Dwelling Rents and Other Revenue (Carol Hoefener)	416,650		416,650
Total Revenue	73,884,099	(1,978,640)	71,905,459
Other Sources			
Fund Balance Appropriated-AMP		1,768,529	1,768,529
Fund Balance Appropriated-Horizon Development	797,490		797,490
Fund Balance Appropriated-Section 8	32,500		32,500
Fund Balance Appropriated-AMP	73,120		73,120
Fund Balance Appropriated-Hoefener	47,000		47,000
Operating Transfer In -MTW	2,531,276	701,307	3,232,583
Total Other Sources	3,481,386	2,469,836	5,951,222
TOTAL REVENUE AND OTHER SOURCES:	77,365,485	491,196	77,856,681
EXPENDITURES:			
Salaries/Benefits	8,606,661		8,606,661
Operating Costs	64,325,779	491,196	64,816,975
Utilities	3,960,545		3,960,545
Capitalized Items	472,500		472,500
TOTAL EXPENDITURES:	77,365,485	491,196	77,856,681

3.C Horizon Development Properties, Inc. Collection Loss Report for the Quarter Ended 6/30/12

Action: Approve the write-off of \$8,831.99 in accounts receivable due to collection losses for tenants vacated through 3/31/12.

Staff Resource: Heather Franklin

Strategic Business: Finance Administration

Strategic Goal: Ensure the Authority's long-term financial viability

Background/Policy Framework:

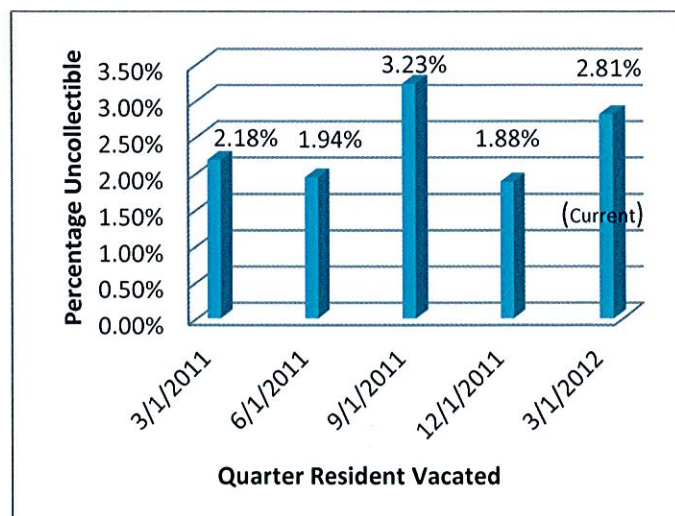
According to Generally Accepted Accounting Principles, organizations must periodically review outstanding receivables. Any receivables found uncollectible must be written off. Quarterly, the tenant accounts receivables for residents who have vacated during the previous quarter are assessed, and written off in accordance with Horizon policy.

Explanation:

The receivables outstanding for all Horizon Development properties as of June 30, 2012 from tenants who vacated during the quarter ending March 31, 2012 have been reviewed. The amount proposed for write-off is \$8,831.99, which represents 1.02% of total charges for the respective properties for the quarter then ended.

Following is a graphical depiction of the write-off percentages for CHA, Horizon Development Properties and Mill Pond Charlotte combined. All quarters in the graph compare to Total Charges. The total combined percentage write-off for March 31, 2012 is 2.81%.

Total Percentage Write-off for all Vacated Residents



Committee Discussion:

This item was approved for the business agenda at the Finance and Audit Committee Meeting held on August 9, 2012.

Community Input:

None

Summary of Bids:

None

Section 3/MWBE Consideration:

None

Funding:

Horizon Development

Attachment:

Collection Loss Report, 06/30/12
Resolution

RECORDING OFFICER'S CERTIFICATION

I, Barbara Porter, the duly appointed Secretary of Horizon Development Properties, Inc., do hereby certify that the above item was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Barbara Porter, Secretary

Business Agenda Action Item Horizon Development Properties, Inc.

4.A Mill Pond Charlotte, LLC Collection Loss Report for the Quarter Ended 6/30/12

Action: Approve the write-off of \$22,763.52 in accounts receivable due to collection losses for tenants vacated through 3/31/12.

Staff Resource: Heather Franklin

Strategic Business: Finance Administration

Strategic Goal: Ensure the Authority’s long-term financial viability

Background/Policy Framework:

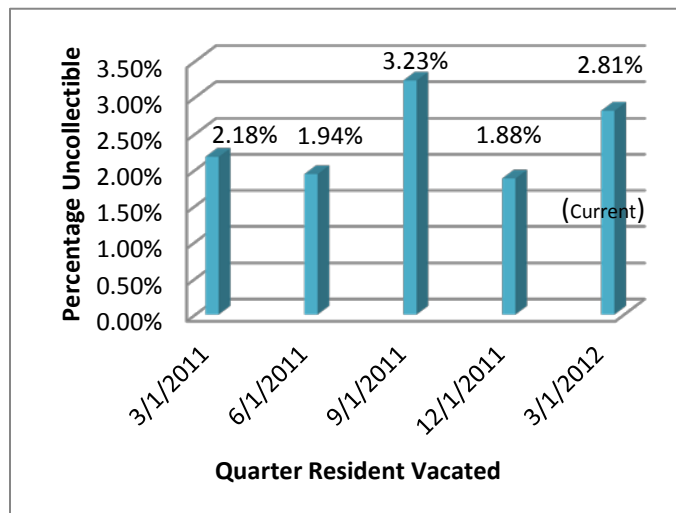
According to Generally Accepted Accounting Principles, organizations must periodically review outstanding receivables. Any receivables found uncollectible must be written off. Quarterly, the tenant accounts receivables for residents who have vacated during the previous quarter are assessed, and written off in accordance with Horizon policy.

Explanation:

The receivables outstanding for all Horizon Development properties as of June 30, 2012 from tenants who vacated during the quarter ending March 31, 2012 have been reviewed. The amount proposed for write-off is \$22,763.52, which represents 8.41% of total charges for the respective properties for the quarter then ended.

Following is a graphical depiction of the write-off percentages for CHA, Horizon Development Properties and Mill Pond Charlotte combined. All quarters in the graph compare to Total Charges. The total combined percentage write-off for March 31, 2012 is 2.81%.

Total Percentage Write-off for all Vacated Residents



Committee Discussion:

This item was approved for the business agenda at the Finance and Audit Committee Meeting held on August 9, 2012.

Community Input:

None

Summary of Bids:

None

Section 3/MWBE Consideration:

None

Funding:

Horizon Development

Attachments:

Resolution

Collection Loss Report, 06/30/12

RECORDING OFFICER'S CERTIFICATION

I, Barbara Porter, the duly appointed Secretary of Mill Pond Charlotte, LLC, do hereby certify that the above item was properly adopted at a regular meeting held August 21, 2012.

BY: _____
Barbara Porter, Secretary