

# CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY



## MONTHLY OPERATIONS REPORT

FOR THE MONTH OF FEBRUARY 2020

MARCH 23, 2020



# **MEMORANDUM**

To: Board of Commissioners  
From: David Bustamante, Executive Director  
Date: March 17, 2020  
Subject: Monthly Operations Reports

Enclosed for your information and review are operations reports from each department for the month of February 2020. The reports are as follows:

Executive Office.....	Section 1
Executive Director's Report	
Human Resources and Administration.....	Section 2
Human Resources	
Workers' Compensation	
Section 3 Activities	
Finance Division .....	Section 3
Financial Narrative Report	
Financial Statements and Activity	
Operations Division.....	Section 4
Procurement	
Redevelopment and Revitalization	
Housing Division .....	Section 5
Public Housing Operations	
Security Activities	
Section 8 Operations	
Resident Services	

# EXECUTIVE OFFICE

# **Executive Director's Report**

## **Federal Budget**

RRHA has been notified by HUD that renewal funding of \$151,470.00 has been approved for the Family Self-Sufficiency (FSS) program for calendar year 2020.

## **RRHA Agency Plan**

Development of the 2020 Annual Plan, the 2020-2024 Agency Plan and the Capital Fund Program (CFP) 5-year Action Plan is underway. The planning process focuses on the HUD-funded Public Housing and Section 8 programs. RRHA held community meetings between February 12 and February 27, 2020 to gather input from residents of all public housing sites as well as Section 8 participants and landlords.

Drafts of the 2020 Annual Plan, the 2020-2024 Agency Plan and the CFP 5-Year Action Plan will be completed and made available at all RRHA sites, City offices, and on the RRHA website for a 45-day public comment period beginning April 3, 2020. The RRHA Board of Commissioners is required to hold a public hearing prior to adoption of the 2020 Annual Plan and the 2020-2024 Agency Plan, which must be submitted to HUD by July 18, 2020, and the CFP 5-Year Action Plan. The public hearing will be scheduled to occur at the May 18, 2020 meeting.

## **REAC Appeals**

RRHA has submitted technical review appeals for Indian Village, Hunt/Bluestone and Villages at Lincoln. RRHA has also submitted a Data Base adjustment to the Richmond field office for Hunt/Bluestone. At this time, we have received notification that our score at Indian Village has gone from a 77 to a 90 due to our appeal. We are still waiting on the results from the other two developments.

## **Strategic Planning**

RRHA is working on obtaining a consulting firm to facilitate the Strategic planning process. We have begun the process by asking our tenants and landlords during the community meetings for their input as to how RRHA should use our resources in the next five years. We will be sending out a survey to all of our stakeholders soon requesting similar information. The consultant will be used to facilitate a RRHA employee meeting with the Board and to bring all of this information into a draft then a final product.

# HUMAN RESOURCES AND ADMINISTRATION DIVISION

# HUMAN RESOURCES MONTHLY ACTIVITY REPORT

Employee Census as of February 29, 2020

RRHA Regular F/T	RRHA Regular P/T	RRHA Temp F/T-P/T	Total
59	4	0	63

## Staffing Changes

<b>New Hires</b>		
<u>Name</u>	<u>Title</u>	<u>Status</u>
Jasmine Price-Pullum	Jobs-Plus Resident Ambassador	Part-Time

<b>Separations</b>		
<u>Name</u>	<u>Title</u>	<u>Status</u>
Misty Parker	Clerical Aide	Part-Time
Dustin Smith	Mechanic	Full-Time

## Turnover (2019-2020 Fiscal Year)

	Feb-20	YTD Total	Annualized	Prior Year	Difference
<b>Monthly Turnover</b>	3%	25%	60%	52%	8%↑
Involuntary	0%	3%	7%	20%	13%↓
Voluntary	3%	22%	52%	32%	20%↑
Maintenance	2%	9%	22.4%	23%	0%
Exempt	0%	2%	4%	7%	3%↓
Other Non-Exempt	2%	14%	34%	23%	11%↑

# Recruiting Detail Report

February 2020 Board Report

## Open/Pending Requisitions - 7

<u>Requisition #</u>	<u>Req. Title</u>	<u>Division</u>	<u>Status</u>
13	Jobs-Plus Case Manager	Housing Division	Open
31	Accountant II	Finance	Open
41	Mechanic - Lansdowne Park	Housing Division	Open
53	Clerical Assistant - Public Housing	Housing Division	Open
60	Housing Choice Voucher Manager	Housing Division	Open
64	Clerical Assistant - Receptionist	Operations	Open
65	Administrative Assistant II	Operations	Open

## Current Temp Agency Placements - 17

<u>Requisition #</u>	<u>Req. Title</u>	<u>Division</u>	<u>Agency</u>
39	Executive Assistant	Executive	Action
28	Mechanic - Villages at Lincoln	Housing Division	Action
51	Laborer - Lansdowne Park	Housing Division	Action
34	Laborer - Jamestown	Housing Division	Action
20	Laborer - Indian Rock Village	Housing Division	Action
54	Mechanic - McCray Court & Park Street	Housing Division	Action
N/A	HCV Administrative Assistant	Housing Division	Elwood
52	ROSS Service Coordinator	Housing Division	Elwood
N/A	Assistant Site Manager - Villages at Lincoln	Housing Division	Elwood
N/A	Laborer - Villages at Lincoln	Housing Division	Action
42	Laborer - Hunt Manor	Housing Division	Action
24	Jobs-Plus Case Manager	Housing Division	Elwood
N/A	Clerical Assistant - Jamestown Place	Housing Division	Action
N/A	Laborer - Lansdowne Park	Housing Division	Action
N/A	Laborer - Jamestown	Housing Division	Action
61	Laborer - Villages at Lincoln	Housing Division	Action
N/A	Clerical Assistant - Lansdowne Park	Housing Division	Elwood

## RRHA Employee Training - February 2020

Employee Name	Training	Status
Davis, Sandra	HR 130 - Drug-Free Workplace - RRHA	Completed: 2/7/2020
Davis, Sandra	RSERV- ROSS Resident Engagement Strategies	Completed: 2/6/2020
Davis, Sandra	RSERV- Job Skills Assessment	Completed: 2/6/2020
Davis, Sandra	RSERV- Running ROSS Step by Step	Completed: 2/7/2020
Davis, Sandra	RSERV- The Psychology of Self-Motivation	Completed: 2/7/2020
Davis, Sandra	RSERV- An Introduction to Motivational Interviewing	Completed: 2/10/2020
Davis, Sandra	RSERV- Bridges Out of Poverty	Completed: 2/7/2020
Davis, Sandra	RSERV- Case Management Tips	Completed: 2/10/2020
Davis, Sandra	RSERV- Drafting a MOU	Completed: 2/10/2020
Davis, Sandra	RSERV- Mandated Reporting- Adult Protective Services	Completed: 2/7/2020
Davis, Sandra	RSERV- Mandated Reporting- Child Protective Services	Completed: 2/7/2020
Davis, Sandra	RSERV- Writing the Service Plan	Completed: 2/10/2020
Davis, Sandra	RSERV- Using Brain Science to Create Pathways Out of Poverty	Completed: 2/7/2020
Davis, Sandra	RSERV- VAWA	Completed: 2/10/2020
Davis, Sandra	RSERV- Tracking at a Glance for ROSS	Completed: 2/11/2020
Davis, Sandra	RSERV- Spent: Looking for Change	Completed: 2/7/2020
Davis, Sandra	RSERV- The Ins and Outs of In-kind	Completed: 2/10/2020
Davis, Sandra	eL 100 - Welcome to eLearning	Completed: 2/6/2020
Davis, Sandra	eL 150 - eLearning Scavenger Hunt	Completed: 2/6/2020
Davis, Sandra	FH 100 - Federal Fair Housing Compliance	Completed: 2/7/2020
Davis, Sandra	RSERV- Introduction to RRHA Resident Services	Completed: 2/6/2020
Davis, Sandra	RSERV- Using Career Pathways in ROSS	Completed: 2/7/2020
Gillispie, Jennifer	Event: Violence Against Women's Act	Attended
Henegar, Angela	Event: Violence Against Women's Act	Attended
Holland, Amanda	FSS Seminar (Nan McKay)	Completed
Hough, Crystal	Event: Violence Against Women's Act	Attended
Johnson, Dina	FH 100 - Federal Fair Housing Compliance	Not Completed
Johnson, Dina	Event: Violence Against Women's Act	Attended
Modale, Leslie	HUD-VASH 101 Webinar	Completed
Price Pullum, Jasmine	HR 130 - Drug-Free Workplace - RRHA	Completed: 2/28/2020
Price Pullum, Jasmine	eL 100 - Welcome to eLearning	Completed: 2/20/2020
Price Pullum, Jasmine	eL 150 - eLearning Scavenger Hunt	Completed: 2/20/2020
Rice, Ashlee	FSS Seminar (Nan McKay)	Completed
Richie, Evangeline	Event: Violence Against Women's Act	Attended
Rowan, Lucie	First Aid/CPR with AED & Bloodborne Pathogens (Safety and Compliance)	Completed
Rowan, Lucie	Event: Violence Against Women's Act	Attended
Stanley, Denise	Event: Violence Against Women's Act	Attended
Tagle, Karen	Transitioning to Supervisor (Pryor)	Completed
Tagle, Karen	Event: Violence Against Women's Act	Attended
Talada, Jasmine	Event: Violence Against Women's Act	Attended



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**CITY OF ROANOKE REDEVELOPMENT  
AND HOUSING AUTHORITY**

**Workers' Compensation Loss Run**

**Monthly Activity Summary for**

**Fiscal Year 2019 - 2020**

<b>Month</b>	<b>Lost Work Time</b>	<b>Medical Claim Only</b>
October 2019	0	0
November 2019	0	0
December 2019	0	0
January 2020	0	0
February 2020	1	1
March 2020		
April 2020		
May 2020		
June 2020		
July 2020		
August 2020		
September 2020		
FY Total	1	1

SECTION 3 ACTIVITIES  
MONTHLY REPORT  
FEBRUARY 2020

**SECTION 3 AND OTHER EMPLOYMENT, JOB TRAINING BUSINESS ACTIVITIES**  
**MONTHLY REPORT – February 2020**

**SECTION 3 ACTIVITIES**

Activity		Month	YTD
<b>Employment</b>	<i>Covered contracts</i>	5	25
	<i>RRHA</i>	1	8
<b>Total number of contracts and POs awarded</b> (section 3 and non-section 3 businesses)	<i>Section 3</i>	21	108
	<i>Non-section 3</i>	26	128
	<i>Total</i>	47	236
<b>Business Outreach</b> (pre-bid conferences, information sessions/ calls, meetings with potential employers)		0	21

**EMPLOYMENT, JOB TRAINING and EDUCATION ACTIVITIES**

Activity	Referrals		Hired	
	Month	YTD	Month	YTD
Employment (new hires of section 3 residents under non-covered contracts)	48	196	8	30
Job Fairs (section 3 residents referred to job fairs)	116	417		

Activity	Referrals		Enrolled		Completed	
	Month	YTD	Month	YTD	Month	YTD
Training & Education Programs (for Section 3 residents)	33	168	2	31	1	6

# FINANCE DIVISION

DEPARTMENT OF FINANCE

FEBRUARY 29, 2020

FINANCIAL NARRATIVE REPORT

# FINANCE REPORT

## **Public Housing –Page 23**

Public Housing sites are reporting a net income of approximately \$495,000 through February 29th due to the factors explained below.

Dwelling Rental has a \$83,000 favorable balance due partly to receiving a larger amount from the Jobs Plus Program than anticipated for Lansdowne. The favorable variance for Dwelling Rental for Lincoln, Jamestown, and Indian Rock Village appear to be the result of conservative budgeting from the management team.

Public Housing Subsidy is showing an unfavorable balance of related to the Lansdowne Jobs Plus grant. The funds for the Jobs Plus grant should have been received in fiscal year 2018 however, due to HUD wanting to pay from a source of funds that HUD's attorney's indicated was not appropriate for the Jobs Plus payout which caused a delay in RRHA not receiving the funds until January 2019. HUD adjusted the 2019 operating subsidy amount related to the amount of funds received to replace dwelling rent not paid by the tenants which was paid by HUD due to their participation in the Jobs Plus grant program. The operating subsidy calculation for calendar year 2020 has been completed and submitted to HUD for approval.

Other Income is reporting an unfavorable balance due to not billing for maintenance charges since the conversion. Management is evaluating how to resolve the issue due to the maintenance module in Voyager was recently implemented but the maintenance charges were being charged in Elite. Late fees were not charged for the months of October thru December due to trying to resolve conversion data. Tap daycare is no longer at the Villages at Lincoln and we have not been receiving the income but was budgeted. Washer and dryer income is down for the high rises.

Total expenses are reporting an unfavorable variance of approximately \$25,000. Administrative Expenses are over budget approximately \$26,000 due to salary and benefits and computer hardware/software, and sundry expenses being over budget. Utility Expense is under budget due to both Gas and Electricity being under budget. Ordinary Maintenance is over budget approximately \$92,000 due to HVAC, electrical, and Elevator expenses being over budget. Also, many of the sites have been preparing for REAC inspections which have increased maintenance costs as well. Extraordinary Maintenance is under budget approximately \$14,000 due to the projects incurred to date being under the amount budgeted to date. Replacement of equipment is over budget approximately \$14,000 due to the purchase of a van that was budgeted for in fiscal year 2019 but was received and paid for in fiscal year 2020.

## **Central Office – page 37**

The central office cost center is reporting a net income of approximately \$183,000.

Service Fee Income is reporting an unfavorable balance of \$8,000 due to fewer services of central office staff provided to other funds than was budgeted.

Administrative expenses are under budget approximately \$116,000 due to most all expense categories being under the amount budgeted.

**Section 8 – page 38**

Section 8 is reporting a net income of approximately \$5,000.

Administration Expenses are reporting an unfavorable variance of \$16,000 related to the software maintenance agreement that was paid in January.

Tenant Services has a favorable variance of approximately \$4,000 due to most all expense categories being under budget.



# CASH ACTIVITY

AS OF FEBRUARY 29, 2020

## CASH ACTIVITY AS OF 02/29/20

### NON RESTRICTED CHECKING ACCOUNTS

BANK	TYPE OF ACCOUNT	BALANCE	
SunTrust Bank	Checking	16,980,313.54	**
Less:	Outstanding checks	(343,765.02)	**
		<b>16,636,548.52</b>	

### RESTRICTED CASH ACCOUNTS

BANK	TYPE OF ACCOUNT	YIELD	BALANCE	
Freedom First FCU	Share Account	0%	5.00	**
SunTrust Bank	Section 8 FSS Escrow	0.10%	110,685.65	**
SunTrust Bank	Public Housing FSS Escrow	0.04%	90,128.63	**
SunTrust Bank	Funding Loan Account	0%	1,094.80	**
SunTrust Bank	SRAP Operating Fund	0.02%	191,981.48	**
SunTrust Bank	SRAP Operating Reserve Fund	0.04%	185,448.78	**
VCC Bank	OFFP Account	0.50%	758,083.58	*
VCC Bank	OFFP Account	0.75%	845,767.60	*
			<b>2,183,195.52</b>	

INVESTMENTS	MATURITY DATE	YIELD	PRINCIPAL VALUE
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\* Indicates statement balance as of 01/31/20

\*\* Indicates statement balance as of 02/29/20

# BALANCE SHEETS

AS OF FEBRUARY 29, 2020

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PUBLIC HOUSING CONSOLIDATED**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	11,295,834	11,283,000
Cash - restricted	90,120	90,120
Investments	0	0
Accounts Receivable	198,732	186,163
Notes & Mortgage Receivable	316,000	316,000
Due from other governments	0	0
Inventory	0	0
Other Assets	153,323	127,499
Interprogram-due from	0	0
<b>Total Current Assets</b>	<u>12,054,009</u>	<u>12,002,782</u>
 Fixed Assets, net of depreciation	 26,196,269	 26,420,470
<b>Total Noncurrent Assets</b>	<u>26,196,269</u>	<u>26,420,470</u>
 <b>Total Assets</b>	 <u><u>38,250,278</u></u>	 <u><u>38,423,252</u></u>
 <b>LIABILITIES</b>		
Accounts Payable	45,087	20,377
Accrued Liabilities	0	0
Due to other governments	208,860	223,730
Other Liabilities	279,079	259,777
Interprogram-due to	0	0
Bonds & Notes Payable	1,521,308	1,521,308
<b>Total Liabilities</b>	<u>2,054,334</u>	<u>2,025,192</u>
 <b>EQUITY</b>		
Investment in general fixed assets	26,196,211	26,199,100
Retained Earnings - current	352,072	494,746
Operating Reserve	9,794,131	9,794,432
Operating Reserve Used	(146,470)	(90,218)
<b>Total Fund Equity</b>	<u>36,195,944</u>	<u>36,398,060</u>
 <b>Total Liabilities and Fund Equity</b>	 <u>38,250,278</u>	 <u>38,423,252</u>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH LANSDOWNE PARK**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	2,781,834	2,905,367
Cash - restricted	295	295
Investments	0	0
Accounts Receivable	55,605	40,788
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	25,757	20,071
Interprogram-due from	0	0
<b>Total Current Assets</b>	2,863,491	2,966,521
Fixed Assets, net of depreciation	2,838,563	2,838,563
<b>Total Noncurrent Assets</b>	2,838,563	2,838,563
<b>Total Assets</b>	5,702,054	5,805,084
<b>LIABILITIES</b>		
Accounts Payable	10,504	4,680
Accrued Liabilities	0	0
Due to other governments	35,119	37,135
Other Liabilities	35,437	30,756
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	81,060	72,571
<b>EQUITY</b>		
Investment in general fixed assets	2,838,563	2,838,563
Retained Earnings - current	0	0
Operating Reserve	2,897,521	2,897,423
Operating Reserve Used	(115,090)	(3,473)
<b>Total Fund Equity</b>	5,620,994	5,732,513
<b>Total Liabilities and Fund Equity</b>	5,702,054	5,805,084

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH VILLAGES AT LINCOLN**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	1,672,234	1,700,900
Cash - restricted	50,222	50,222
Investments	0	0
Accounts Receivable	36,243	40,110
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	14,289	11,310
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,772,988	1,802,542
 Fixed Assets, net of depreciation	 7,378,756	 7,378,756
<b>Total Noncurrent Assets</b>	7,378,756	7,378,756
 <b>Total Assets</b>	 9,151,744	 9,181,298
 <b>LIABILITIES</b>		
Accounts Payable	0	3,694
Accrued Liabilities	0	0
Due to other governments	10,705	12,450
Other Liabilities	83,532	67,897
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	94,237	84,041
 <b>EQUITY</b>		
Investment in general fixed assets	7,378,756	7,378,756
Retained Earnings - current	55,530	95,283
Operating Reserve	1,623,221	1,623,218
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	9,057,507	9,097,257
 <b>Total Liabilities and Fund Equity</b>	 9,151,744	 9,181,298

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH HURT PARK**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	442,334	442,334
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	316,000	316,000
Due from other governments	0	0
Inventory	0	0
Other Assets	0	0
Interprogram-due from	0	0
<b>Total Current Assets</b>	758,334	758,334
Fixed Assets, net of depreciation	541,693	541,693
<b>Total Noncurrent Assets</b>	541,693	541,693
<b>Total Assets</b>	1,300,027	1,300,027
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	0	0
Due to other governments	0	0
Other Liabilities	0	0
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	0	0
<b>EQUITY</b>		
Investment in general fixed assets	541,693	541,693
Retained Earnings - current	0	0
Operating Reserve	759,127	759,127
Operating Reserve Used	(793)	(793)
<b>Total Fund Equity</b>	1,300,027	1,300,027
<b>Total Liabilities and Fund Equity</b>	1,300,027	1,300,027

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH HUNT MANOR AND BLUESTONE PARK**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	820,725	829,848
Cash - restricted	505	505
Investments	0	0
Accounts Receivable	36,487	35,998
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	22,247	18,762
Interprogram-due from	0	0
<b>Total Current Assets</b>	<u>879,964</u>	<u>885,113</u>
 Fixed Assets, net of depreciation	 2,356,129	 2,356,129
<b>Total Noncurrent Assets</b>	<u>2,356,129</u>	<u>2,356,129</u>
 <b>Total Assets</b>	 <u><u>3,236,093</u></u>	 <u><u>3,241,242</u></u>
 <b>LIABILITIES</b>		
Accounts Payable	9,793	3,033
Accrued Liabilities	0	0
Due to other governments	24,873	26,437
Other Liabilities	21,960	18,927
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	<u>56,626</u>	<u>48,397</u>
 <b>EQUITY</b>		
Investment in general fixed assets	2,356,129	2,356,129
Retained Earnings - current	79,273	92,650
Operating Reserve	744,065	744,066
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	<u>3,179,467</u>	<u>3,192,845</u>
 <b>Total Liabilities and Fund Equity</b>	 <u>3,236,093</u>	 <u>3,241,242</u>



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH MELROSE TOWERS**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	1,501,141	1,540,538
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	(976)	3,080
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	17,048	13,375
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,517,213	1,556,993
Fixed Assets, net of depreciation	3,359,162	3,359,162
<b>Total Noncurrent Assets</b>	3,359,162	3,359,162
<b>Total Assets</b>	4,876,375	4,916,155
<b>LIABILITIES</b>		
Accounts Payable	7,956	3,011
Accrued Liabilities	0	0
Due to other governments	51,952	55,654
Other Liabilities	30,559	42,528
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	90,467	101,193
<b>EQUITY</b>		
Investment in general fixed assets	3,359,162	3,359,162
Retained Earnings - current	69,323	114,808
Operating Reserve	1,357,423	1,340,992
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	4,785,908	4,814,962
<b>Total Liabilities and Fund Equity</b>	4,876,375	4,916,155

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH JAMESTOWN PLACE**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	395,854	439,003
Cash - restricted	3,800	3,800
Investments	0	0
Accounts Receivable	22,693	13,653
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	21,189	17,762
Interprogram-due from	0	0
<b>Total Current Assets</b>	<u>443,536</u>	<u>474,218</u>
Fixed Assets, net of depreciation	2,291,074	2,291,074
<b>Total Noncurrent Assets</b>	<u>2,291,074</u>	<u>2,291,074</u>
<b>Total Assets</b>	<u><u>2,734,610</u></u>	<u><u>2,765,292</u></u>
<b>LIABILITIES</b>		
Accounts Payable	7,981	2,279
Accrued Liabilities	0	0
Due to other governments	25,958	27,843
Other Liabilities	23,109	20,924
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	<u>57,048</u>	<u>51,046</u>
<b>EQUITY</b>		
Investment in general fixed assets	2,291,074	2,291,074
Retained Earnings - current	66,446	96,736
Operating Reserve	320,042	326,436
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	<u>2,677,562</u>	<u>2,714,246</u>
<b>Total Liabilities and Fund Equity</b>	<u>2,734,610</u>	<u>2,765,292</u>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH MORNINGSIDE MANOR**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	(90,859)	(103,926)
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	5,133	5,315
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	8,835	6,897
Interprogram-due from	0	0
<b>Total Current Assets</b>	(76,891)	(91,714)
Fixed Assets, net of depreciation	936,300	936,300
<b>Total Noncurrent Assets</b>	936,300	936,300
<b>Total Assets</b>	859,409	844,586
<b>LIABILITIES</b>		
Accounts Payable	3,163	1,095
Accrued Liabilities	0	0
Due to other governments	26,351	27,660
Other Liabilities	16,280	15,335
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	45,794	44,090
<b>EQUITY</b>		
Investment in general fixed assets	936,300	936,300
Retained Earnings - current	0	0
Operating Reserve	(93,516)	(88,873)
Operating Reserve Used	(29,169)	(46,931)
<b>Total Fund Equity</b>	813,615	800,496
<b>Total Liabilities and Fund Equity</b>	859,409	844,586

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH INDIAN ROCK VILLAGE**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	1,397,901	1,362,252
Cash - restricted	33,496	33,496
Investments	0	0
Accounts Receivable	36,839	38,397
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	30,602	26,510
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,498,838	1,460,655
Fixed Assets, net of depreciation	5,250,313	5,250,313
<b>Total Noncurrent Assets</b>	5,250,313	5,250,313
<b>Total Assets</b>	6,749,151	6,710,968
<b>LIABILITIES</b>		
Accounts Payable	5,690	2,235
Accrued Liabilities	0	0
Due to other governments	27,283	29,345
Other Liabilities	60,758	56,094
Interprogram-due to	0	0
Bonds & Notes Payable	58	58
<b>Total Liabilities</b>	93,789	87,732
<b>EQUITY</b>		
Investment in general fixed assets	5,250,255	5,250,255
Retained Earnings - current	47,364	47,364
Operating Reserve	1,359,161	1,364,638
Operating Reserve Used	(1,418)	(39,021)
<b>Total Fund Equity</b>	6,655,362	6,623,236
<b>Total Liabilities and Fund Equity</b>	6,749,151	6,710,968

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH LEASE PURCHASE HOMES**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	863,908	877,234
Cash - restricted	1,802	1,802
Investments	0	0
Accounts Receivable	6,708	8,822
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	2,868	2,324
Interprogram-due from	0	0
<b>Total Current Assets</b>	875,286	890,182
Fixed Assets, net of depreciation	1,244,279	1,244,279
<b>Total Noncurrent Assets</b>	1,244,279	1,244,279
<b>Total Assets</b>	2,119,565	2,134,461
 <b>LIABILITIES</b>		
Accounts Payable	0	350
Accrued Liabilities	0	0
Due to other governments	6,619	7,206
Other Liabilities	7,444	7,316
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	14,063	14,872
 <b>EQUITY</b>		
Investment in general fixed assets	1,244,279	1,244,279
Retained Earnings - current	34,136	47,905
Operating Reserve	827,087	827,405
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	2,105,502	2,119,589
<b>Total Liabilities and Fund Equity</b>	2,119,565	2,134,461

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH 504 MODIFICATIONS**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	714,027	641,408
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	4,973	4,973
Interprogram-due from	0	0
<b>Total Current Assets</b>	719,000	646,381
Fixed Assets, net of depreciation	0	74,400
<b>Total Noncurrent Assets</b>	0	74,400
<b>Total Assets</b>	719,000	720,781
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	0	0
Due to other governments	0	0
Other Liabilities	0	0
Interprogram-due to	0	0
Bonds & Notes Payable	719,000	719,000
<b>Total Liabilities</b>	719,000	719,000
<b>EQUITY</b>		
Investment in general fixed assets	0	1,781
Retained Earnings - current	0	0
Operating Reserve	0	0
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	0	1,781
<b>Total Liabilities and Fund Equity</b>	719,000	720,781

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH REPLACEMENT HOUSING**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	796,735	648,042
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	5,515	5,515
Interprogram-due from	0	0
<b>Total Current Assets</b>	802,250	653,557
Fixed Assets, net of depreciation	0	149,801
<b>Total Noncurrent Assets</b>	0	149,801
<b>Total Assets</b>	802,250	803,358
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	0	0
Due to other governments	0	0
Other Liabilities	0	0
Interprogram-due to	0	0
Bonds & Notes Payable	802,250	802,250
<b>Total Liabilities</b>	802,250	802,250
<b>EQUITY</b>		
Investment in general fixed assets	0	1,108
Retained Earnings - current	0	0
Operating Reserve	0	0
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	0	1,108
<b>Total Liabilities and Fund Equity</b>	802,250	803,358

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CENTRAL OFFICE**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	2,416,124	2,438,590
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	55,000	55,000
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	17,118	14,515
Interprogram-due from	0	0
<b>Total Current Assets</b>	2,488,242	2,508,105
 Restricted Fixed Assets, net of depreciation	 76,511	 76,511
<b>Total Noncurrent Assets</b>	76,511	76,511
 <b>Total Assets</b>	2,564,753	2,584,616
 <b>LIABILITIES</b>		
Accounts Payable	559	0
Accrued Liabilities	358,428	358,428
Due to other governments	0	0
Other Liabilities	229,631	201,073
<b>Total Liabilities</b>	588,618	559,501
 <b>EQUITY</b>		
Investment in general fixed assets	76,511	76,511
Retained Earnings - current	134,216	183,195
Operating Reserve	1,765,408	1,765,409
<b>Total Fund Equity</b>	1,976,135	2,025,115
 <b>Total Liabilities and Fund Equity</b>	2,564,753	2,584,616



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
SECTION 8**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	1,351,736	1,450,064
Cash - restricted	297,293	296,134
Investments	0	0
Accounts receivable	4,608	4,455
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	15,260	12,345
Interprogram due from	0	0
Fixed assets net of depreciation	109,864	109,864
	<hr/>	<hr/>
<b>Total Assets</b>	<b>1,778,761</b>	<b>1,872,862</b>
	<hr/>	<hr/>
<b>LIABILITIES</b>		
Accounts Payable	5,401	1,389
Accrued liabilities	210,978	209,657
Due to other governments	0	0
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>216,379</b>	<b>211,046</b>
<b>EQUITY</b>		
Investment in general fixed assets	109,864	109,864
Retained Earnings - current	(11,919)	5,435
Operating Reserve	1,464,437	1,546,517
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>1,562,382</b>	<b>1,661,816</b>
<b>Total Liabilities and Equity</b>	<b>1,778,761</b>	<b>1,872,862</b>
	<hr/>	<hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
COMMUNITY BLOCK GRANT / HOME INVESTMENT PARTNERSHIP**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	151,624	151,600
Investments	0	0
Accounts receivable	0	0
Notes & Mortgages Receivable	265,011	265,012
Due from other governments	5,914	5,937
Inventory	0	0
Other assets	0	0
Interprogram due from	0	0
Fixed assets, net of depreciation	4,484,056	4,484,056
	<hr/>	<hr/>
<b>Total Assets</b>	<b>4,906,605</b>	<b>4,906,605</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts payable	0	0
Accrued liabilities	0	0
Due to other governments	424,092	424,092
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>424,092</b>	<b>424,092</b>
	<hr/>	<hr/>
<b>EQUITY</b>		
Investment in general fixed assets	4,482,513	4,482,513
Retained Earnings - current	0	0
Operating Reserve	0	0
	<hr/>	<hr/>
<b>Total Fund Equity</b>	<b>4,482,513</b>	<b>4,482,513</b>
	<hr/>	<hr/>
<b>Total Liabilities and Fund Equity</b>	<b>4,906,605</b>	<b>4,906,605</b>
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**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CITY ACTIVITIES PROGRAM**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	694,931	695,593
Cash - restricted	0	0
Investments	0	0
Accounts receivable	0	0
Notes & Mortgages Receivable	12,633	11,991
Due from other governments	0	0
Inventory	0	0
Other assets	273	273
Interprogram due from	0	0
Fixed assets, net of depreciation	661,475	661,475
	<hr/>	<hr/>
<b>Total Assets</b>	<b>1,369,312</b>	<b>1,369,332</b>
	<hr/> <hr/>	<hr/> <hr/>
 <b>LIABILITIES</b>		
Accounts payable	0	0
Accrued liabilities	0	0
Due to other governments	386,425	386,425
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>386,425</b>	<b>386,425</b>
 <b>EQUITY</b>		
Investment in general fixed assets	661,475	661,475
Retained Earnings - current	(469)	(449)
Operating Reserve	321,881	321,881
	<hr/>	<hr/>
<b>Total Fund Equity</b>	<b>982,887</b>	<b>982,907</b>
	<hr/>	<hr/>
<b>Total Liabilities and Fund Equity</b>	<b>1,369,312</b>	<b>1,369,332</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
HOMEOWNERSHIP OPPORTUNITIES PROGRAM**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	1,817,389	1,817,389
Investments	0	0
Accounts receivable	0	0
Accrued Interest Receivable	0	0
Notes & Mortgages Receivable	72,000	72,000
Due from other governments	0	0
Inventory	0	0
Other assets	0	0
Interprogram due from	0	0
Fixed assets, net of depreciation	65,553	65,553
	<hr/>	<hr/>
<b>Total Assets</b>	<b>1,954,942</b>	<b>1,954,942</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts payable	0	0
Accrued liabilities	0	0
Due to other governments	0	0
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>0</b>	<b>0</b>
<b>EQUITY</b>		
Investment in general fixed assets	0	0
Retained Earnings - current	0	0
Operating Reserve	1,954,942	1,954,942
	<hr/>	<hr/>
<b>Total Fund Equity</b>	<b>1,954,942</b>	<b>1,954,942</b>
	<hr/>	<hr/>
<b>Total Liabilities and Fund Equity</b>	<b>1,954,942</b>	<b>1,954,942</b>
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**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
HACKLEY**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	671,775	685,072
Investments	0	0
Accounts Receivable	3,119	(792)
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	1,724	1,376
Interprogram due from	0	0
Fixed assets net of depreciation	84,356	84,356
	<hr/>	<hr/>
<b>Total Assets</b>	<b>760,974</b>	<b>770,012</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	234	234
Accrued liabilities	5,147	5,147
Due to other governments	0	0
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>5,381</b>	<b>5,381</b>
<b>EQUITY</b>		
Investment in general fixed assets	84,356	84,356
Retained Earnings - current	30,473	39,512
Operating Reserve	640,764	640,763
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>755,593</b>	<b>764,631</b>
	<hr/>	<hr/>
<b>Total Liabilities and Equity</b>	<b>760,974</b>	<b>770,012</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
JAMISON & DOWNING**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	6,203	6,402
Investments	0	0
Accounts receivable	900	1,650
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	179	143
Interprogram due from	0	0
Fixed assets net of depreciation	101,186	101,186
	<hr/>	<hr/>
<b>Total Assets</b>	<b>108,468</b>	<b>109,381</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued liabilities	850	850
Due to other governments	0	0
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>850</b>	<b>850</b>
<b>EQUITY</b>		
Investment in general fixed assets	101,186	101,186
Retained Earnings - current	3,424	4,337
Operating Reserve	3,008	3,008
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>107,618</b>	<b>108,531</b>
	<hr/>	<hr/>
<b>Total Liabilities and Equity</b>	<b>108,468</b>	<b>109,381</b>
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**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PRIVATE MANAGEMENT**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	(23,119)	(18,996)
Investments	0	0
Accounts receivable	18,767	14,737
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	571	457
Interprogram due from	0	0
Fixed assets net of depreciation	0	0
	<hr/>	<hr/>
<b>Total Assets</b>	<b>(3,781)</b>	<b>(3,802)</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	10	0
Accrued liabilities	0	0
Due to other governments	0	0
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>10</b>	<b>0</b>
<b>EQUITY</b>		
Investment in general fixed assets	0	0
Retained Earnings - current	(329)	200
Operating Reserve	(3,462)	(4,002)
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>(3,791)</b>	<b>(3,802)</b>
	<hr/>	<hr/>
<b>Total Liabilities and Equity</b>	<b>(3,781)</b>	<b>(3,802)</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (565-569, 272-277)**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	(108,081)	(29,226) *
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	108,081	29,226
Inventory	0	0
Other Assets	0	0
Interprogram-due from		
<b>Total Current Assets</b>	0	0
Fixed Assets, net of depreciation	7,412,097	7,742,933
<b>Total Noncurrent Assets</b>	7,412,097	7,742,933
<b>Total Assets</b>	7,412,097	7,742,933
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	0	0
Due to other governments	0	0
Other Liabilities	0	0
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	0	0
 <b>EQUITY</b>		
Investment in general fixed assets	7,412,097	7,742,933
Retained Earnings - current	0	0
Operating Reserve	0	0
<b>Total Fund Equity</b>	7,412,097	7,742,933
<b>Total Liabilities and Fund Equity</b>	7,412,097	7,742,933

\* Due to timing



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
JOBS PLUS GRANT**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	(44,646)	(70,827) *
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	44,646	70,827
Inventory	0	0
Other Assets	0	0
Interprogram-due from	0	0
<b>Total Current Assets</b>	<u>0</u>	<u>0</u>
Fixed Assets, net of depreciation	0	0
<b>Total Noncurrent Assets</b>	<u>0</u>	<u>0</u>
<b>Total Assets</b>	<u><u>0</u></u>	<u><u>0</u></u>
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	0	0
Due to other governments	0	0
Other Liabilities	0	0
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	<u>0</u>	<u>0</u>
<b>EQUITY</b>		
Investment in general fixed assets	0	0
Retained Earnings - current	0	0
Operating Reserve	0	0
<b>Total Fund Equity</b>	<u>0</u>	<u>0</u>
<b>Total Liabilities and Fund Equity</b>	<u><u>0</u></u>	<u><u>0</u></u>

\* Due to timing

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
ROSS GRANTS**

**BALANCE SHEET  
(unaudited)**

**FEBRUARY 29, 2020**

<b>ASSETS</b>	<b>Jan-20</b>	<b>Feb-20</b>
Cash - unrestricted	(46,026)	(34,835)
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	46,026	34,835
Inventory	0	0
Other Assets	0	0
Interprogram-due from	0	0
<b>Total Current Assets</b>	0	0
 Fixed Assets, net of depreciation	 0	 0
<b>Total Noncurrent Assets</b>	0	0
 <b>Total Assets</b>	0	0
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	0	0
Due to other governments	0	0
Other Liabilities	0	0
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	0	0
 <b>EQUITY</b>		
Investment in general fixed assets	0	0
Retained Earnings - current	0	0
Operating Reserve	0	0
<b>Total Fund Equity</b>	0	0
 <b>Total Liabilities and Fund Equity</b>	0	0

# REVENUE AND EXPENSE STATEMENTS

FOR THE PERIOD

OCTOBER 1, 2019 – FEBRUARY 29, 2020

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
ALL PUBLIC HOUSING SITES**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	3,341,500.00	1,392,291.67	1,475,486.88	83,195.21
Excess Utilities	93,500.00	38,958.33	11,100.62	(27,857.71)
Interest Income	-	-	(23.85)	(23.85)
Other Income	246,800.00	102,833.33	67,768.73	(35,064.60)
Operating Subsidy	3,487,417.00	1,453,090.42	1,593,696.00	140,605.58
Utilities Subsidy	1,745,678.00	727,365.83	799,338.00	71,972.17
<b>Total Revenues</b>	<b>8,914,895.00</b>	<b>3,714,539.58</b>	<b>3,947,366.38</b>	<b>232,826.80</b>
<b>EXPENSES</b>				
Administration	1,114,550.00	464,395.83	490,175.61	(25,779.78)
Central Office Property Management Fees	1,044,840.00	435,350.00	435,056.86	293.14
Central Office Bookkeeping Fees	113,603.00	47,334.58	47,302.50	32.08
Tenant Services	243,396.00	101,415.00	126,935.78	(25,520.78)
Utilities Expense	1,987,875.00	828,281.25	783,040.62	45,240.63
Ordinary Maintenance	2,742,599.00	1,142,749.58	1,182,454.53	(39,704.95)
Protective Services	194,525.00	81,052.08	95,619.35	(14,567.27)
General	538,219.00	224,257.92	186,781.31	37,476.61
P.I.L.O.T.	144,713.00	60,297.08	67,899.29	(7,602.21)
Extraordinary Maintenance	348,900.00	145,375.00	140,918.38	4,456.62
Replacement of Equipment	83,511.00	34,796.25	34,017.33	778.92
Capital Replacements	-	-	-	-
Interest on Notes/Bonds Payable	353.00	147.08	-	(147.08)
Loss from Sale of Asset	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>8,557,084.00</b>	<b>3,565,451.67</b>	<b>3,590,201.56</b>	<b>(25,044.06)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>357,811.00</b>	<b>149,087.92</b>	<b>357,164.82</b>	<b>207,782.74</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	353.00	147.08	90,217.17	90,070.09
Other Income-trf from Capital Fund	47,011.00	19,587.92	47,364.21	27,776.29
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<u>47,364.00</u>	<u>19,735.00</u>	<u>137,581.38</u>	<u>117,846.38</u>
<b>Difference in Revenue &amp; Expense</b>	<b>405,175.00</b>	<b>168,822.92</b>	<b>494,746.20</b>	<b>325,629.12</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH LANSDOWNE PARK**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	783,000.00	326,250.00	365,821.68	39,571.68
Excess Utilities	41,000.00	17,083.33	6,133.24	(10,950.09)
Interest Income	-	-	-	-
Other Income	61,500.00	25,625.00	12,491.15	(13,133.85)
Operating Subsidy	933,887.00	389,119.58	281,621.00	(107,498.58)
Utilities Subsidy	459,974.00	191,655.83	138,708.00	(52,947.83)
<b>Total Revenues</b>	<b>2,279,361.00</b>	<b>949,733.75</b>	<b>804,775.07</b>	<b>(144,958.68)</b>
<b>EXPENSES</b>				
Administration	222,721.00	92,800.42	99,795.82	(6,995.40)
Central Office Property Management Fees	245,845.00	102,435.42	103,056.12	(620.70)
Central Office Bookkeeping Fees	26,730.00	11,137.50	11,205.00	(67.50)
Tenant Services	39,510.00	16,462.50	13,766.01	2,696.49
Utilities Expense	600,000.00	250,000.00	230,696.24	19,303.76
Ordinary Maintenance	570,027.00	237,511.25	193,879.62	43,631.63
Protective Services	45,725.00	19,052.08	29,819.05	(10,766.97)
General	117,350.00	48,895.83	41,625.05	7,270.78
P.I.L.O.T.	22,400.00	9,333.33	10,728.87	(1,395.54)
Extraordinary Maintenance	110,000.00	45,833.33	73,675.93	(27,842.60)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Loss from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>2,000,308.00</b>	<b>833,461.67</b>	<b>808,247.71</b>	<b>25,213.96</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>279,053.00</b>	<b>116,272.08</b>	<b>(3,472.64)</b>	<b>(119,744.72)</b>
<b>Non-Oper. Revenue/Expenses</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	3,472.64	3,472.64
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
	-	-	3,472.64	3,472.64
<b>Difference in Revenue &amp; Expense</b>	<b>279,053.00</b>	<b>116,272.08</b>	<b>-</b>	<b>(116,272.08)</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH VILLAGES AT LINCOLN**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	242,000.00	100,833.33	114,614.69	13,781.36
Excess Utilities	-	-	-	-
Interest Income	-	-	(12.75)	(12.75)
Other Income	31,500.00	13,125.00	5,445.83	(7,679.17)
Operating Subsidy	628,083.00	261,701.25	322,726.00	61,024.75
Utilities Subsidy	157,021.00	65,425.42	80,682.00	15,256.58
<b>Total Revenues</b>	<b>1,058,604.00</b>	<b>441,085.00</b>	<b>523,455.77</b>	<b>82,370.77</b>
<b>EXPENSES</b>				
Administration	129,901.00	54,125.42	54,008.89	116.53
Central Office Property Management Fees	135,215.00	56,339.58	56,632.58	(293.00)
Central Office Bookkeeping Fees	14,702.00	6,125.83	6,157.50	(31.67)
Tenant Services	27,421.00	11,425.42	14,567.46	(3,142.04)
Utilities Expense	172,000.00	71,666.67	71,524.47	142.20
Ordinary Maintenance	384,386.00	160,160.83	171,549.80	(11,388.97)
Protective Services	23,000.00	9,583.33	9,520.26	63.07
General	64,540.00	26,891.67	23,140.70	3,750.97
P.I.L.O.T.	7,000.00	2,916.67	4,781.32	(1,864.65)
Extraordinary Maintenance	109,000.00	45,416.67	16,290.00	29,126.67
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Loss from Sale of Asset	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,067,165.00</b>	<b>444,652.08</b>	<b>428,172.98</b>	<b>16,479.10</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(8,561.00)</b>	<b>(3,567.08)</b>	<b>95,282.79</b>	<b>98,849.87</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Interest on Notes/Bonds Payable	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	<b>(8,561.00)</b>	<b>(3,567.08)</b>	<b>95,282.79</b>	<b>98,849.87</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH HURT PARK**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	-	-	-	-
Excess Utilities	-	-	-	-
Interest Income	-	-	-	-
Other Income	-	-	-	-
Operating Subsidy	-	-	-	-
Utilities Subsidy	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENSES</b>				
Administration	-	-	-	-
Central Office Property Management Fees	-	-	-	-
Central Office Bookkeeping Fees	-	-	-	-
Tenant Services	-	-	-	-
Utilities Expense	-	-	-	-
Ordinary Maintenance	4,500.00	1,875.00	792.50	1,082.50
Protective Services	-	-	-	-
General	-	-	-	-
P.I.L.O.T.	-	-	-	-
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Loss on Disposal of Land	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>4,500.00</b>	<b>1,875.00</b>	<b>792.50</b>	<b>1,082.50</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(4,500.00)</b>	<b>(1,875.00)</b>	<b>(792.50)</b>	<b>1,082.50</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	792.50	792.50
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
	-	-	792.50	792.50
<b>Difference in Revenue &amp; Expense</b>	<b>(4,500.00)</b>	<b>(1,875.00)</b>	<b>-</b>	<b>1,875.00</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH HUNT MANOR AND BLUESTONE PARK**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	495,000.00	206,250.00	205,709.00	(541.00)
Excess Utilities	12,500.00	5,208.33	1,283.92	(3,924.41)
Interest Income	-	-	-	-
Other Income	16,500.00	6,875.00	6,235.51	(639.49)
Operating Subsidy	529,319.00	220,549.58	271,979.00	51,429.42
Utilities Subsidy	285,018.00	118,757.50	146,451.00	27,693.50
<b>Total Revenues</b>	<b>1,338,337.00</b>	<b>557,640.42</b>	<b>631,658.43</b>	<b>74,018.01</b>
<b>EXPENSES</b>				
Administration	180,718.00	75,299.17	83,503.67	(8,204.50)
Central Office Property Management Fees	140,951.00	58,729.58	59,253.82	(524.24)
Central Office Bookkeeping Fees	15,325.00	6,385.42	6,442.50	(57.08)
Tenant Services	33,999.00	14,166.25	19,207.66	(5,041.41)
Utilities Expense	348,000.00	145,000.00	129,966.08	15,033.92
Ordinary Maintenance	366,462.00	152,692.50	170,615.14	(17,922.64)
Protective Services	45,000.00	18,750.00	23,972.81	(5,222.81)
General	83,065.00	34,610.42	25,732.76	8,877.66
P.I.L.O.T.	15,950.00	6,645.83	7,702.68	(1,056.85)
Extraordinary Maintenance	56,900.00	23,708.33	12,611.16	11,097.17
Replacement of Equipment	36,500.00	15,208.33	-	15,208.33
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,322,870.00</b>	<b>551,195.83</b>	<b>539,008.28</b>	<b>12,187.55</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>15,467.00</b>	<b>6,444.58</b>	<b>92,650.15</b>	<b>86,205.57</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	<b>15,467.00</b>	<b>6,444.58</b>	<b>92,650.15</b>	<b>86,205.57</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH MELROSE TOWERS**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	640,000.00	266,666.67	269,227.00	2,560.33
Excess Utilities	-	-	-	-
Interest Income	-	-	-	-
Other Income	68,600.00	28,583.33	23,570.59	(5,012.74)
Operating Subsidy	311,743.00	129,892.92	160,182.00	30,289.08
Utilities Subsidy	255,063.00	106,276.25	131,058.00	24,781.75
<b>Total Revenues</b>	<b>1,275,406.00</b>	<b>531,419.17</b>	<b>584,037.59</b>	<b>52,618.42</b>
<b>EXPENSES</b>				
Administration	180,492.00	75,205.00	72,132.23	3,072.77
Central Office Property Management Fees	173,730.00	72,387.50	71,394.30	993.20
Central Office Bookkeeping Fees	18,889.00	7,870.42	7,762.50	107.92
Tenant Services	53,961.00	22,483.75	21,098.56	1,385.19
Utilities Expense	264,000.00	110,000.00	100,133.43	9,866.57
Ordinary Maintenance	423,731.00	176,554.58	111,201.41	65,353.17
Protective Services	25,000.00	10,416.67	17,180.94	(6,764.27)
General	75,214.00	31,339.17	27,009.20	4,329.97
P.I.L.O.T.	37,600.00	15,666.67	16,909.36	(1,242.69)
Extraordinary Maintenance	-	-	24,408.00	(24,408.00)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,252,617.00</b>	<b>521,923.75</b>	<b>469,229.93</b>	<b>52,693.82</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>22,789.00</b>	<b>9,495.42</b>	<b>114,807.66</b>	<b>105,312.24</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	<b>22,789.00</b>	<b>9,495.42</b>	<b>114,807.66</b>	<b>105,312.24</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH JAMESTOWN PLACE**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	392,000.00	163,333.33	181,518.10	18,184.77
Excess Utilities	25,000.00	10,416.67	2,713.70	(7,702.97)
Interest Income	-	-	(0.69)	(0.69)
Other Income	18,000.00	7,500.00	3,313.18	(4,186.82)
Operating Subsidy	453,826.00	189,094.17	233,189.00	44,094.83
Utilities Subsidy	185,365.00	77,235.42	95,245.00	18,009.58
<b>Total Revenues</b>	<b>1,074,191.00</b>	<b>447,579.58</b>	<b>515,978.29</b>	<b>68,398.71</b>
<b>EXPENSES</b>				
Administration	133,436.00	55,598.33	60,728.91	(5,130.58)
Central Office Property Management Fees	122,922.00	51,217.50	51,183.16	34.34
Central Office Bookkeeping Fees	13,365.00	5,568.75	5,565.00	3.75
Tenant Services	24,997.00	10,415.42	9,799.20	616.22
Utilities Expense	229,000.00	95,416.67	92,850.92	2,565.75
Ordinary Maintenance	371,921.00	154,967.08	156,594.70	(1,627.62)
Protective Services	26,000.00	10,833.33	9,655.01	1,178.32
General	68,859.00	28,691.25	23,727.09	4,964.16
P.I.L.O.T.	18,800.00	7,833.33	9,138.09	(1,304.76)
Extraordinary Maintenance	15,000.00	6,250.00	-	6,250.00
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,024,300.00</b>	<b>426,791.67</b>	<b>419,242.08</b>	<b>7,549.59</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>49,891.00</b>	<b>20,787.92</b>	<b>96,736.21</b>	<b>75,948.29</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	<b>49,891.00</b>	<b>20,787.92</b>	<b>96,736.21</b>	<b>75,948.29</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH MORNINGSIDE MANOR**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	328,000.00	136,666.67	137,315.00	648.33
Excess Utilities	-	-	-	-
Interest Income	-	-	-	-
Other Income	16,500.00	6,875.00	6,302.76	(572.24)
Operating Subsidy	137,216.00	57,173.33	70,505.00	13,331.67
Utilities Subsidy	126,661.00	52,775.42	65,082.00	12,306.58
<b>Total Revenues</b>	<b>608,377.00</b>	<b>253,490.42</b>	<b>279,204.76</b>	<b>25,714.34</b>
<b>EXPENSES</b>				
Administration	109,577.00	45,657.08	46,052.59	(395.51)
Central Office Property Management Fees	86,046.00	35,852.50	35,800.62	51.88
Central Office Bookkeeping Fees	9,356.00	3,898.33	3,892.50	5.83
Tenant Services	37,913.00	15,797.08	40,175.97	(24,378.89)
Utilities Expense	130,000.00	54,166.67	60,750.33	(6,583.66)
Ordinary Maintenance	215,834.00	89,930.83	113,088.30	(23,157.47)
Protective Services	4,800.00	2,000.00	1,079.16	920.84
General	37,871.00	15,779.58	13,909.55	1,870.03
P.I.L.O.T.	19,800.00	8,250.00	7,656.47	593.53
Extraordinary Maintenance	-	-	3,730.00	(3,730.00)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>651,197.00</b>	<b>271,332.08</b>	<b>326,135.49</b>	<b>(54,803.41)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(42,820.00)</b>	<b>(17,841.67)</b>	<b>(46,930.73)</b>	<b>(29,089.06)</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	46,930.73	46,930.73
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	-	-	46,930.73	46,930.73
<b>Difference in Revenue &amp; Expense</b>	<b>(42,820.00)</b>	<b>(17,841.67)</b>	<b>0.00</b>	<b>17,841.67</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH INDIAN ROCK VILLAGE**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	412,000.00	171,666.67	179,401.41	7,734.74
Excess Utilities	15,000.00	6,250.00	969.76	(5,280.24)
Interest Income	-	-	(10.41)	(10.41)
Other Income	33,000.00	13,750.00	10,272.62	(3,477.38)
Operating Subsidy	430,195.00	179,247.92	221,046.00	41,798.08
Utilities Subsidy	202,445.00	84,352.08	104,022.00	19,669.92
<b>Total Revenues</b>	<b>1,092,640.00</b>	<b>455,266.67</b>	<b>515,701.38</b>	<b>60,434.71</b>
<b>EXPENSES</b>				
Administration	146,237.00	60,932.08	67,821.21	(6,889.13)
Central Office Property Management Fees	121,283.00	50,534.58	49,803.56	731.02
Central Office Bookkeeping Fees	13,187.00	5,494.58	5,415.00	79.58
Tenant Services	22,382.00	9,325.83	7,232.10	2,093.73
Utilities Expense	242,000.00	100,833.33	95,672.19	5,161.14
Ordinary Maintenance	363,678.00	151,532.50	243,679.72	(92,147.22)
Protective Services	25,000.00	10,416.67	4,392.12	6,024.55
General	81,445.00	33,935.42	27,765.76	6,169.66
P.I.L.O.T.	18,500.00	7,708.33	8,720.40	(1,012.07)
Extraordinary Maintenance	58,000.00	24,166.67	10,203.29	13,963.38
Replacement of Equipment	47,011.00	19,587.92	34,017.33	(14,429.41)
Interest on Notes/Bonds Payable	353.00	147.08	-	147.08
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,139,076.00</b>	<b>474,615.00</b>	<b>554,722.68</b>	<b>(80,107.68)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(46,436.00)</b>	<b>(19,348.33)</b>	<b>(39,021.30)</b>	<b>(19,672.97)</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	353.00	147.08	39,021.30	38,874.22
Other Income-trf from Capital Fund	47,011.00	19,587.92	47,364.21	27,776.29
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<b>47,364.00</b>	<b>19,735.00</b>	<b>86,385.51</b>	<b>66,650.51</b>
<b>Difference in Revenue &amp; Expense</b>	<b>928.00</b>	<b>386.67</b>	<b>47,364.21</b>	<b>46,977.54</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH LEASE PURCHASE HOMES**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	49,500.00	20,625.00	21,880.00	1,255.00
Excess Utilities	-	-	-	-
Interest Income	-	-	-	-
Other Income	1,200.00	500.00	137.09	(362.91)
Operating Subsidy	63,148.00	26,311.67	32,448.00	6,136.33
Utilities Subsidy	74,131.00	30,887.92	38,090.00	7,202.08
<b>Total Revenues</b>	187,979.00	78,324.58	92,555.09	14,230.51
<b>EXPENSES</b>				
Administration	11,468.00	4,778.33	6,132.29	(1,353.96)
Central Office Property Management Fees	18,848.00	7,853.33	7,932.70	(79.37)
Central Office Bookkeeping Fees	2,049.00	853.75	862.50	(8.75)
Tenant Services	3,213.00	1,338.75	1,088.82	249.93
Utilities Expense	2,875.00	1,197.92	1,446.96	(249.04)
Ordinary Maintenance	42,060.00	17,525.00	21,053.34	(3,528.34)
Protective Services	-	-	-	-
General	9,875.00	4,114.58	3,871.20	243.38
P.I.L.O.T.	4,663.00	1,942.92	2,262.10	(319.18)
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	95,051.00	39,604.58	44,649.91	(5,045.33)
<b>Diff In Oper Revenues &amp; Expenses</b>	92,928.00	38,720.00	47,905.18	9,185.18
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	92,928.00	38,720.00	47,905.18	9,185.18

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH 504 MODIFICATIONS**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	-	-	-	-
Excess Utilities	-	-	-	-
Interest Income	-	-	-	-
Other Income	-	-	-	-
Operating Subsidy	-	-	-	-
Utilities Subsidy	-	-	-	-
<b>Total Revenues</b>	-	-	-	-
<b>EXPENSES</b>				
Administration	-	-	-	-
Central Office Property Management Fees	-	-	-	-
Central Office Bookkeeping Fees	-	-	-	-
Tenant Services	-	-	-	-
Utilities Expense	-	-	-	-
Ordinary Maintenance	-	-	-	-
Protective Services	-	-	-	-
General	-	-	-	-
P.I.L.O.T.	-	-	-	-
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Interest on Notes/Bonds Payable	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	-	-	-	-
<b>Diff In Oper Revenues &amp; Expenses</b>	-	-	-	-
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	-	-	-	-

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH REPLACEMENT HOUSING**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	-	-	-	-
Excess Utilities	-	-	-	-
Interest Income	-	-	-	-
Other Income	-	-	-	-
Operating Subsidy	-	-	-	-
Utilities Subsidy	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Revenues</b>	-	-	-	-
<b>EXPENSES</b>				
Administration	-	-	-	-
Central Office Property Management Fees	-	-	-	-
Central Office Bookkeeping Fees	-	-	-	-
Tenant Services	-	-	-	-
Utilities Expense	-	-	-	-
Ordinary Maintenance	-	-	-	-
Protective Services	-	-	-	-
General	-	-	-	-
P.I.L.O.T.	-	-	-	-
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Interest on Notes/Bonds Payable	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Total Expenses</b>	-	-	-	-
<b>Diff In Oper Revenues &amp; Expenses</b>	-	-	-	-
<b>Non-Oper. Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	-	-	-	-
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Difference in Revenue &amp; Expense</b>	-	-	-	-

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CENTRAL OFFICE**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Property Management Income	1,677,253.00	698,855.42	696,766.83	(2,088.59)
Service Fee Income	61,421.00	25,592.08	17,670.35	(7,921.73)
Asset Management & Bookkeeping Income	426,983.00	177,909.58	175,380.00	(2,529.58)
Interest Income	-	-	-	-
Other Income	2,000.00	833.33	1,423.07	589.74
<b>Total Revenues</b>	<b>2,167,657.00</b>	<b>903,190.42</b>	<b>891,240.25</b>	<b>(11,950.17)</b>
<b>EXPENSES</b>				
Administration	1,886,556.00	786,065.00	669,501.47	116,563.53
Tenant Services	-	-	-	-
Utilities Expense	31,400.00	13,083.33	11,859.76	1,223.57
Ordinary Maintenance	61,013.00	25,422.08	19,466.56	5,955.52
General	18,045.00	7,518.75	7,217.60	301.15
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,997,014.00</b>	<b>832,089.17</b>	<b>708,045.39</b>	<b>124,043.78</b>
<b>Difference in Revenue &amp; Expense</b>	<b>170,643.00</b>	<b>71,101.25</b>	<b>183,194.86</b>	<b>112,093.61</b>
<b>Non-Oper.Revenue</b>				
Other Income-trf from Public Housing	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	<b>170,643.00</b>	<b>71,101.25</b>	<b>183,194.86</b>	<b>112,093.61</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
SECTION 8**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Interest Income	0.00	0.00	0.00	0.00
Other Income	10,180.00	4,241.67	2,430.95	(1,810.72)
Adm Subsidy	1,087,367.00	453,069.58	430,691.00	(22,378.58)
FSS Subsidy	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>1,097,547.00</b>	<b>457,311.25</b>	<b>433,121.95</b>	<b>(24,189.30)</b>
<b>EXPENSES</b>				
Administration	959,502.00	399,792.50	416,122.22	(16,329.72)
Tenant Service	13,627.00	5,677.92	1,006.52	4,671.40
Utilities	5,950.00	2,479.17	2,371.95	107.22
Ordinary Maintenance	8,000.00	3,333.33	1,886.57	1,446.76
General	15,800.00	6,583.33	6,299.44	283.89
Extraordinary Maintenance	0.00	0.00	0.00	0.00
Replacement of Equipment	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>1,002,879.00</b>	<b>417,866.25</b>	<b>427,686.70</b>	<b>(9,820.45)</b>
<b>Diff In Oper Revenue &amp; Expense</b>	<b>94,668.00</b>	<b>39,445.00</b>	<b>5,435.25</b>	<b>(34,009.75)</b>
HAP Subsidy	11,760,000.00	4,900,000.00	4,999,072.46	99,072.46
HAP Payments	11,760,000.00	4,900,000.00	4,999,072.46	(99,072.46)
<b>Diff in Non-Oper Revenue &amp; Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Difference in Revenue &amp; Expense</b>	<b>94,668.00</b>	<b>39,445.00</b>	<b>5,435.25</b>	<b>(34,009.75)</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
COMMUNITY DEVELOPMENT BLOCK GRANT**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

JULY 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
City of Roanoke CD Grants	5,000.00	3,333.33	694.60	(2,638.73)
City of Roanoke Other Grants	0.00	0.00	0.00	0.00
Other Revenue	0.00	0.00	64,589.42	64,589.42
<b>Total Revenue</b>	5,000.00	3,333.33	65,284.02	61,950.69
<b>EXPENSES</b>				
Administration	5,000.00	3,333.33	694.60	2,638.73
Property Expenses	0.00	0.00	0.00	0.00
Other Expenses	0.00	0.00	64,589.42	(64,589.42)
Land Transfers	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	5,000.00	3,333.33	65,284.02	(61,950.69)
<b>Difference in Revenue &amp; Expense</b>	0.00	0.00	0.00	0.00
<b>Non-Operating Revenues and Expenses</b>				
Proceeds from Property Sales	0.00	0.00	0.00	0.00
Capital Expenditures	0.00	0.00	0.00	0.00
Cost of Disposed Land	0.00	0.00	0.00	0.00
<b>Total Non-Operational Expenses</b>	0.00	0.00	0.00	0.00

\*YTD Budget is Annual Budget divided by 12, then multiplied by 8 months.

\*\*YTD Actual is Revenue or Expense from 7/1/19 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CITY ACTIVITIES PROGRAM**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Investment Interest Income	0.00	0.00	0.00	0.00
Mortgage Interest Income	1,224.00	510.00	500.50	(9.50)
Grant Income -S. Jefferson Coop.	0.00	0.00	271.00	271.00
Grant Income-other City projects	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>1,224.00</b>	<b>510.00</b>	<b>771.50</b>	<b>261.50</b>
<b>EXPENSES</b>				
Administration	6,600.00	2,750.00	0.00	2,750.00
Debt Interest Expense	0.00	0.00	0.00	0.00
Utilities	45.00	45.00	43.20	1.80
Maintenance Expense	1,170.00	487.50	906.00	(418.50)
General Expense	12.00	0.00	0.00	0.00
Capital Expenditures	0.00	0.00	271.00	(271.00)
<b>Total Expenses</b>	<b>7,827.00</b>	<b>3,282.50</b>	<b>1,220.20</b>	<b>2,062.30</b>
<b>Difference in Oper. Revenue &amp; Expense</b>	<b>(6,603.00)</b>	<b>(2,772.50)</b>	<b>(448.70)</b>	<b>2,323.80</b>
<b>Non-Operational Revenues and Expenses</b>				
Proceeds from Property Sales	0.00	0.00	0.00	0.00
Cost of Disposed Property	0.00	0.00	0.00	0.00
<b>Total Non-Operational Revenues and Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Difference in Ttl Revenues &amp; Expenses</b>	<b>(6,603.00)</b>	<b>(2,772.50)</b>	<b>(448.70)</b>	<b>2,323.80</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
HOMEOWNERSHIP OPPORTUNITIES PROGRAM**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Gain (Loss) on Sale of Property	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	0.00	0.00
Gain (Loss) on Investment	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENSES</b>				
Administration	0.00	0.00	0.00	0.00
Utilities	0.00	0.00	0.00	0.00
Ordinary & Contract Maintenance	0.00	0.00	0.00	0.00
General	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Difference in Oper Revenue &amp; Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Non-Operating Revenues</b>				
Transfers In	0.00	0.00	0.00	0.00

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
HACKLEY**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	35,000.00	14,583.33	17,353.00	2,769.67
Interest Income	0.00	0.00	0.00	0.00
Other Income	100.00	41.67	65.68	24.01
Operating Subsidy	125,000.00	52,083.33	48,478.00	(3,605.33)
<b>Total Revenues</b>	<b>160,100.00</b>	<b>66,708.33</b>	<b>65,896.68</b>	<b>(811.65)</b>
<b>EXPENSES</b>				
Administration	32,908.00	13,711.67	12,675.17	1,036.50
Tenant Services	1,925.00	802.08	34.88	767.20
Utilities	2,700.00	1,125.00	1,138.14	(13.14)
Ordinary Maintenance	50,214.00	20,922.50	10,884.01	10,038.49
Protective Services	0.00	0.00	0.00	0.00
General	4,390.00	1,829.17	1,652.95	176.22
Extraordinary Maintenance	30,000.00	12,500.00	0.00	12,500.00
Replacement of Equipment	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>122,137.00</b>	<b>50,890.42</b>	<b>26,385.15</b>	<b>24,505.27</b>
<b>Non-Oper.Revenue</b>				
Reserve Used	0.00	0.00	0.00	0.00
<b>Difference in Revenue &amp; Expense</b>	<b>37,963.00</b>	<b>15,817.92</b>	<b>39,511.53</b>	<b>23,693.61</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
JAMISON & DOWNING**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	14,500.00	6,041.67	5,875.00	(166.67)
Interest Income	0.00	0.00	0.00	0.00
Other Income	200.00	83.33	0.00	(83.33)
<b>Total Revenues</b>	<b>14,700.00</b>	<b>6,125.00</b>	<b>5,875.00</b>	<b>(250.00)</b>
<b>EXPENSES</b>				
Administration	3,859.00	1,607.92	160.38	1,447.54
Tenant Services	0.00	0.00	0.00	0.00
Utilities	2,700.00	1,125.00	822.51	302.49
Ordinary Maintenance	3,270.00	1,362.50	376.09	986.41
Protective Services	0.00	0.00	0.00	0.00
General	540.00	225.00	178.75	46.25
Interest Expense	0.00	0.00	0.00	0.00
Extraordinary Maintenance	0.00	0.00	0.00	0.00
Betterments & Additions	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>10,369.00</b>	<b>4,320.42</b>	<b>1,537.73</b>	<b>2,782.69</b>
<b>Dif in Oper Revenue &amp; Expense</b>	<b>4,331.00</b>	<b>1,804.58</b>	<b>4,337.27</b>	<b>2,532.69</b>

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PRIVATE MANAGEMENT**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	FY 2020 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Interest Income	0.00	0.00	0.00	0.00
Management Fees	65,407.00	27,252.92	27,443.27	190.35
Other income	145,298.00	60,540.83	32,648.99	(27,891.84)
<b>Total Revenues</b>	210,705.00	87,793.75	60,092.26	(27,701.49)
<b>EXPENSES</b>				
Administration	85,400.00	35,583.33	17,036.47	18,546.86
Management Fees	65,407.00	27,252.92	27,443.27	(190.35)
Tenant Services	0.00	0.00	0.00	0.00
Utilities	150.00	62.50	38.97	23.53
Ordinary Maintenance	57,783.00	24,076.25	14,803.03	9,273.22
General	1,965.00	818.75	570.90	247.85
Extraordinary Maintenance	0.00	0.00	0.00	0.00
Betterments & Additions	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	210,705.00	87,793.75	59,892.64	27,901.11
<b>Difference in Revenue &amp; Expense</b>	0.00	0.00	199.62	199.62

\*YTD Budget is Annual Budget divided by 12, then multiplied by 5 months.

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (567)**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	CUMULATIVE BUDGET	CUMULATIVE ACTUAL	**YTD ACTUAL	BUDGET VARIANCE
<b>REVENUES</b>				
Income	2,066,639.00	1,946,059.09	92,450.85	(120,579.91)
<b>Total Revenues</b>	2,066,639.00	1,946,059.09	92,450.85	(120,579.91)
<b>EXPENSES</b>				
Management Improvement	0.00	0.00	0.00	0.00
Administration	206,663.00	206,663.00	0.00	0.00
Audit Costs	2,500.00	2,500.00	0.00	0.00
Fees & Costs	262,000.00	236,420.09	92,450.85	25,579.91
Site Acquisition	52,000.00	0.00	0.00	52,000.00
Site Improvements	300,000.00	257,000.00	0.00	43,000.00
Dwelling Structures	707,895.32	707,895.32	0.00	0.00
Dwelling Equipment	145,315.00	145,315.00	0.00	0.00
Non-Dwelling Structures	200,085.00	200,085.00	0.00	0.00
Development Activities	0.00	0.00	0.00	0.00
Collateralization or Debt Service	190,180.68	190,180.68	0.00	0.00
<b>Total Expenses</b>	2,066,639.00	1,946,059.09	92,450.85	120,579.91
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates are August 16, 2017 to August 15, 2021



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (588)**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
<b>REVENUES</b>				
Income	<u>3,302,705.00</u>	<u>2,541,991.46</u>	<u>769,288.02</u>	<u>(760,713.54)</u>
<b>Total Revenues</b>	3,302,705.00	2,541,991.46	769,288.02	(760,713.54)
 <b>EXPENSES</b>				
Reserved Budget	0.00	0.00	0.00	0.00
Operations	8,000.00	8,000.00	0.00	0.00
Management Improvement	25,000.00	4,040.71	1,868.00	20,959.29
Administration	326,500.00	326,500.00	0.00	0.00
General Capital Activity	2,753,205.28	2,013,451.03	720,055.81	739,754.25
Collateralization or Debt Service	<u>189,999.72</u>	<u>189,999.72</u>	<u>47,364.21</u>	<u>0.00</u>
<b>Total Expenses</b>	3,302,705.00	2,541,991.46	769,288.02	760,713.54
 <b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates May 29, 2018 to May 28, 2022

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (569)**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	CUMULATIVE BUDGET	CUMULATIVE ACTUAL	**YTD ACTUAL	BUDGET VARIANCE
<b>REVENUES</b>				
Income	<u>3,444,054.00</u>	<u>683,384.45</u>	<u>624,104.45</u>	<u>(2,760,669.55)</u>
<b>Total Revenues</b>	3,444,054.00	683,384.45	624,104.45	(2,760,669.55)
<b>EXPENSES</b>				
Reserved Budget	0.00	0.00	0.00	0.00
Operations	0.00	0.00	0.00	0.00
Management Improvement	20,000.00	0.00	0.00	20,000.00
Administration	342,000.00	342,000.00	342,000.00	0.00
General Capital Activity	3,082,054.00	341,384.45	282,104.45	2,740,669.55
Collateralization or Debt Service	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenses</b>	3,444,054.00	683,384.45	624,104.45	2,760,669.55
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates April 16, 2019 to April 15, 2023

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CAPITAL FUND REPLACEMENT HOUSING PROGRAM (276)**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
<b>REVENUES</b>				
Income	<u>179,749.00</u>	<u>179,749.00</u>	<u>179,749.00</u>	<u>0.00</u>
<b>Total Revenues</b>	179,749.00	179,749.00	179,749.00	0.00
<b>EXPENSES</b>				
Development Activity	<u>179,749.00</u>	<u>179,749.00</u>	<u>179,749.00</u>	<u>0.00</u>
<b>Total Expenses</b>	179,749.00	179,749.00	179,749.00	0.00
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates April 13, 2016 to April 12, 2020.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
JOBS PLUS GRANT**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	CUMULATIVE BUDGET	CUMULATIVE ACTUAL	**YTD ACTUAL	BUDGET VARIANCE
<b>REVENUES</b>				
Income	3,000,000.00	2,570,499.95	216,144.57	(429,500.05)
<b>Total Revenues</b>	3,000,000.00	2,570,499.95	216,144.57	(429,500.05)
<b>EXPENSES</b>				
Salaries	963,000.00	976,424.81	87,255.42	(13,424.81)
Supportive Services	50,000.00	8,250.58	150.25	41,749.42
Case Management	698,100.00	526,869.81	33,133.37	171,230.19
Training Costs	20,725.00	17,369.23	3,554.98	3,355.77
Travel Costs	13,675.00	9,664.84	0.00	4,010.16
Computers/Related Equip	64,500.00	63,559.68	1,834.22	940.32
Technical Assistance	0.00	0.00	0.00	0.00
Administrative/Other Costs	240,000.00	206,048.00	12,088.33	33,952.00
Rent Incentives	950,000.00	762,313.00	78,128.00	187,687.00
<b>Total Expenses</b>	3,000,000.00	2,570,499.95	216,144.57	429,500.05
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates are May 14, 2015 to September 30, 2021.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
ROSS FY 2015 SERVICE COORDINATOR GRANT (683)**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
<b>REVENUES</b>				
Income	373,296.00	238,066.64	36,117.61	(135,229.36)
<b>Total Revenues</b>	373,296.00	238,066.64	36,117.61	(135,229.36)
<b>EXPENSES</b>				
Project Coordinator	301,296.00	196,080.39	29,256.57	105,215.61
Training Costs	12,000.00	5,628.82	0.00	6,371.18
Administrative Costs	60,000.00	36,357.43	6,861.04	23,642.57
<b>Total Expenses</b>	373,296.00	238,066.64	36,117.61	135,229.36
<b>Difference In Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates are July 01, 2017 to June 30, 2020.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
ROSS FY 2018 FSS GRANT (685)**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

OCTOBER 1, 2019 - FEBRUARY 29, 2020

	CUMULATIVE BUDGET	CUMULATIVE ACTUAL	**YTD ACTUAL	BUDGET VARIANCE
<b>REVENUES</b>				
Income	<u>148,563.00</u>	<u>157,439.78</u>	<u>62,661.39</u>	<u>8,876.78</u>
<b>Total Revenues</b>	148,563.00	157,439.78	62,661.39	8,876.78
 <b>EXPENSES</b>				
Project Coordinator	<u>148,563.00</u>	<u>157,439.78</u>	<u>62,661.39</u>	<u>(8,876.78)</u>
<b>Total Expenses</b>	148,563.00	157,439.78	62,661.39	(8,876.78)
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 01/1/20 through 02/29/20.  
Grant effective dates are February 19, 2019 to February 18, 2020.

PROCUREMENT  
MONTHLY REPORT  
FEBRUARY 29, 2020

# PROCUREMENT FEBRUARY MONTHLY ACTIVITY REPORT

## I. Capital Fund

### A. Contracts Awarded

### B. Solicitations Pending

#### **RED-19-11-18**

**Improvements to RRHA-Owned Gas Utility Infrastructure for Lansdowne Park, AMP 201, Hunt Manor, AMP 259, Bluestone Park, AMP 259, Indian Rock Village, AMP 210** was issued November 24, 2019. A pre-bid meeting was held December 3, 2019. Comments were received by December 10, 2019. No bids were received by January 7, 2020. Due date for receipt of bids was extended to January 28, 2020. No bids were received by January 28, 2020. Due date for receipt of bids was extended to February 18, 2020. No bids were received by February 18, 2020. The project will be reevaluated and bids resolicited.

#### **RED-20-01-02**

**Request for Qualifications for Architectural/Engineering Services for City of Roanoke Redevelopment and Housing Authority** was issued January 5, 2020. Comments were received by January 21, 2020. The Executive Director appointed an Evaluation Panel of five (5) staff members. No Statement of Qualifications were received by January 28, 2020. The due date for receipt of Statement of Qualifications was extended to February 5, 2020. No Statement of Qualifications were received by February 5, 2020. A Request for Qualifications for Architectural/Engineering Services for City of Roanoke Redevelopment and Housing Authority will be re-solicited in six (6) to nine (9) months.

## II. Operating Budget

### A. Contracts Awarded

### B. Solicitations Pending



**None**

**III. Other Grants and Projects**

A. Contracts Awarded

B. Solicitations Pending

**IV. Protests**

**None**

REDEVELOPMENT AND REVITALIZATION  
MONTHLY ACTIVITY REPORT  
FEBRUARY 29, 2020

# Redevelopment and Revitalization Department

## February 2020 MONTHLY ACTIVITY REPORT

### Choice Neighborhoods

#### Rental Assistance Demonstration (RAD) (NO CHANGE SINCE PREVIOUS MONTH)

RRHA staff briefed the Board in July 2019 regarding the current Rental Assistance Demonstration Program (RAD) application for Lansdowne Park and the potential of other RAD or Voluntary Conversion applications at other developments. RRHA staff advised that the current RAD application has been determined to not be in RRHA's best interest financially and would only begin to change a portion (40 units) of the Lansdowne development. RRHA staff recommended that the application be either withdrawn or delayed for an undetermined period of time.

RRHA staff advised that it is currently evaluating the capital needs for the entire public housing inventory. It initially appears that the long-term capital needs of RRHA's public housing portfolio will not be met by public housing capital funds even at current funding amounts. RRHA staff also advised that RAD may be a viable option for other developments, but that for now Lansdowne Park is too vital for its economic contribution to the financial operation of RRHA's entire public housing portfolio. Staff will evaluate the opportunities for RAD and Voluntary Conversion; converting public housing to project-based voucher units.

RRHA received a Commitment to Housing Assistance Payments (CHAP) from HUD in response to the submission of its RAD application to convert the 300 units at Lansdowne Park from public housing to Section 8 project based vouchers as part of implementing the Choice Neighborhoods plan. HUD has assigned a Transaction Manager (TM) to RRHA to provide technical assistance for the RAD Project. Per RAD regulations, RRHA submitted a multiphase application for six (6) phases. The first phase is 40 units and identifies the 2600 – 2900 blocks of Salem Turnpike as the units to be replaced. Technically, since the CHAP has been issued RRHA should either have to submit a financing plan within 180 days or apply for Low-Income Housing Tax Credits in March 2020. However, RRHA advised its RAD transaction manager that we are currently re-evaluating our options. The TM advised that the CHAP would not be revoked for the time being.

RRHA staff submitted a Front End Fair Housing and Equal Opportunity (FHEO) New Construction review for new development at the Lansdowne Park and Horton Park sites. The FHEO office will determine if the site meets the required standards for poverty and minority concentrations. The FHEO office approved the Lansdowne site on the 2600 – 2900 blocks of Salem Turnpike, but did not advise on the Horton Park site.

In late September RRHA withdrew its RAD application for Lansdowne. This does not prevent a future application for Lansdowne or any other development.

## **Melrose Library**

RRHA hosted a visit of HUD's Regional Administrator in November 2019 to announce the EnVision Center. The Mayor and members of City Council as well as representatives of other elected officials and partner agencies were in attendance. In the meeting RRHA announced January 6, 2020 as the opening of the EnVision Center at the Villages at Lincoln, with the intent of moving the center to the Melrose Library pending its acquisition.

RRHA signed a lease with the City for the former library effective February 1, 2020 for 18 months, but it allows RRHA to acquire the property earlier if it is satisfied with all needed due diligence activities such as environmental studies, general building analysis and approval by HUD of the site acquisition proposal. RRHA submitted a site acquisition proposal to the HUD field office in December 2019. The proposal requests that the site is placed into AMP 201 as part of the public housing inventory. RRHA had an electrical contractor inspect the building and site lighting for needed repairs. RRHA staff is working on other due diligence items as well.

RRHA has been hosting regular meetings with partner agencies to discuss possibilities for the Center in the former Library. To fulfill the mission of the EnVision Center, RRHA anticipates having some non-profit agencies either lease space or use the Center at scheduled times. Several organizations have shown interest in signing a long-term lease.

## **Background**

In February 2019 the City released a Request for Proposal (RFP) for the now former Melrose library property, and RRHA submitted a proposal by the April 15, 2019 deadline. The City of Roanoke opened the new Melrose Library on July 22, 2019, and the former library has been closed for several months. A sidewalk/shared use path from the old library to the new location has been completed with new lighting fixtures installed along the path. RRHA submitted a revised proposal on October 29, 2019 in which it is stated that RRHA is expecting a forthcoming announcement from HUD to name RRHA as recipients of an EnVision Center designation. In November 2020 HUD announced that RRHA would have an EnVision Center.

RRHA signed an 18-month lease with the City on February 1, 2020 and has transferred utilities and is evaluating the building.

## **Kiwanis Playground (NO CHANGE SINCE PREVIOUS MONTH)**

The Kiwanis Club of Roanoke has been meeting at RRHA for over a year with City and RRHA staff to discuss possibilities for a playground in the Lansdowne area. Kiwanis would like to create this playground as a community build project by 2020 and dedicate the playground to the City as a public park.

The Kiwanis Club has presented their idea several times to the City Manager and City Council. Kiwanis has selected a company to hire for providing the equipment and has briefed City Council twice on the project. After surveying the community, the club decided on a site near Forest Park Academy, close to the new library location at Goodwill. Kiwanis has been awarded \$84,500 of Community Development Block Grant (CDBG) funds by the City. RRHA provided a letter of support for the CDBG application. RRHA will continue to work with the group as fundraising for the playground is underway.

## **Operating Fund Financing Program (OFFP) (NO CHANGE SINCE PREVIOUS MONTH)**

Both of the OFFP loans have been closed with Virginia Community Capital (VCC) and RRHA has received the loan funds. In addition, funds have been obligated for both loans. The second loan closed on July 29, 2019. Both loans are at a rate of 2.5% and are for a period of two (2) years. The rate increased by a half percent due to HUD's requirement that our reserves be deposited into an interest bearing account.

### **Background of the OFFP**

RRHA applied to HUD to use a portion of its operating reserves through the Operating Fund Finance Program (OFFP). Per HUD central office direction, the application was divided into two phases; 1) Section 504 modifications to existing public housing units, and 2) development of new public housing units.

RRHA received approval in February 2019 from HUD for the first application to do the Section 504 modifications, and had 60 days to close on the financing and construction contracts. The deadline was met. The loan was closed and contracts executed for Section 504 Modifications to nine (9) public housing units. Work in three (3) units at Melrose Towers is continuing.

For the second phase of the OFFP, RRHA reduced the scope of the project to eight (8) units, to be constructed on lots in the Hurt Park Townhomes subdivision. The second phase of the OFFP will serve as required leverage for the second increment of RHF Funds received from the demolition of Hurt Park, which will also be used to finance the development of the eight (8) units. The development proposal for the eight (8) units has been approved by the Richmond Field Office. HUD granted RRHA an extension for the OFFP approval as it pertains to the RHF obligation deadline. The extension required the funds to be obligated by October 29, 2019. RRHA signed a construction contract with G&H Contracting on July 29, 2019 to obligate the funds and meet HUD's requirement of a simultaneous closing of financing and construction contracts.

Due to the amount of time between the receipt of bids for the project and the execution of the contract, RRHA met with G&H Contracting to discuss revisions to the contract for contract terms, pricing and project timelines. The project was modified to cover the changes.

RRHA received notice from the HUD field office that the development plan for the two (2) units planned for construction on RRHA properties adjacent to Villages at Lincoln, was not approved due to not passing the site and neighborhood standards review by the Fair Housing division. RRHA will determine what to do with the two (2) properties in question at 1702 and 1706 Downing Street, NW, and may use homeownership funds to develop new units. The existing house at 1706 Downing Street was significantly damaged by fire in October 2018. Proceeds from the insurance claim for the fire provided enough funding to pay the mortgage balances on the properties. RRHA intends to raze the two (2) houses and regrade the lots for future redevelopment.

The development of the ten (10) new public housing units were intended to further the Choice Neighborhoods plan to replace units at Lansdowne Park. However, these units are not slated to replace Lansdowne units. Regardless, there is a significant need for more accessible units.

RRHA submitted a site acquisition proposal to the HUD field office for a parcel adjoined by the Bluestone Park development. If approved, the site will be used for the future development of either a single-family or duplex building for public housing. In December RRHA received a notice from the Fair Housing and Equal Opportunity department of the HUD field office advising that the site is eligible for new development. RRHA was advised by the field office that a significant plan amendment will need to be made to RRHA's Annual Plan for the proposal to be approved. Rather than doing a significant amendment, RRHA included this acquisition in the 2019 Annual Plan update to the 2015-2019 Agency Plan. RRHA will be working with the HUD field office to get the site acquisition proposal approved.

In addition, RRHA has identified additional lots in the Bluestone Park area and has executed an option for the properties. Due diligence activities for the options began in July 2019.

*Work on Section 504 Modifications to nine (9) public housing units is continuing in three (3) units at Melrose Towers. Framing is complete in three (3) units. Plumbing and electrical rough-in work is complete in two (2) units.*

*G&H Contracting has been underway on this site since September 2019. Four (4) of the units are expected to be complete by the end of March, weather permitting. The other four units have roofing, exterior siding and brick veneer installed and interior finishes are underway. The driveways have not been installed yet on these units. They are expected to be complete by mid May.*

#### **Derelict Structures Program (NO CHANGE SINCE PREVIOUS MONTH)**

RRHA continues to work with the Gainsboro Southwest Community Organization (GSCO) on the potential transfer of 427 Gilmer Avenue, which was purchased with City CDBG funds. GSCO is no longer partnering with REACH, a non-profit organization that has some experience in renovating older houses with volunteer labor. GSCO submitted a pro forma and a letter of support from a contractor in January. However, GSCO has not submitted anything to demonstrate financial wherewithal. The City has advised that a 10-year affordability period would need to be maintained.

In January RRHA submitted a CDBG application to the City for \$25,000. The funds would be used for lead and asbestos surveys and abatement, tree and vegetation removal, and a survey. The City notified RRHA that it would not receive the funds.

RRHA met with the City Manager and Assistant City Manager in September 2019 and requested that the property (along with others in Gainsboro from other programs, see below) be returned to the City since it was part of the Derelict Structures program that was a partnership between RRHA and the City.

RRHA recently proposed that the site be transferred to GSCO with a provision that if they cannot bring the property up to code for low to moderate income housing within two years that the City would have the option of razing the structure. The City agreed with this approach. RRHA is awaiting GSCO's board to formally offer its support before drafting a contract.

#### **Loan Consolidation Program & Surplus Real Estate (NO CHANGE SINCE PREVIOUS MONTH)**

RRHA continues to work with the City on the loan consolidation program and the disposition of surplus real estate RRHA is holding for the City.

RRHA currently owns 84 vacant parcels in the City. Of these, 77 are part of the Cherry Hill property between Gainsboro Road, 5<sup>th</sup> Street, and Orange and Cherry Avenues, NW. Three (3) are lots adjacent to the Park Street Square development on 5<sup>th</sup> Street, NW, and are used for utility connections. These three (3) lots are essentially undevelopable. There is one (1) lot in the Hackley development, two (2) on the 2500 block of Shenandoah Avenue and one (1) at 1805 Rorer Ave, SW.

**City of Roanoke Redevelopment and Housing Authority  
Capital Fund Summaries  
Open Choice Neighborhoods and Capital Fund**

2/29/2020

Fund #	Total Budgeted	Total Obligated	Balance Unobligated	Total Expended	Balance Available	Obligation End Date	Expenditure End Date
VA36R01150111	\$165,582.00	\$165,582.00	\$0.00	\$165,582.00	\$0.00	29-Sep-2014	29-Sep-2016
VA36R01150212	\$266,474.00	\$266,474.00	\$0.00	\$266,474.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150213	\$150,166.00	\$150,166.00	\$0.00	\$150,166.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150214	\$157,624.00	\$157,624.00	\$0.00	\$157,624.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150215	\$172,897.00	\$172,897.00	\$0.00	\$172,897.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36R01150216	\$179,479.00	\$179,479.00	\$0.00	\$179,479.00	\$0.00	29-Oct-2018	29-Oct-2020
VA36P01150109	\$2,359,489.00	\$2,359,489.00	\$0.00	\$2,359,489.00	\$0.00	14-Sep-2011	14-Sep-2013
VA36P01150110	\$2,171,100.00	\$2,171,100.00	\$0.00	\$2,171,100.00	\$0.00	14-Jul-2012	14-Jul-2014
VA36P01150111	\$1,868,485.00	\$1,868,485.00	\$0.00	\$1,868,485.00	\$0.00	2-Aug-2013	2-Aug-2015
VA36P01150113	\$1,577,083.00	\$1,577,083.00	\$0.00	\$1,577,083.00	\$0.00	8-Sep-2015	8-Sep-2017
VA3F011CNP112	\$200,000.00	\$200,000.00	\$0.00	\$200,000.00	\$0.00	30-Sep-2019	30-Sep-2021
VA36P01150114	\$1,753,413.00	\$1,753,413.00	\$0.00	\$1,753,413.00	\$0.00	12-May-2016	12-May-2018
VA36P01150115	\$1,921,376.00	\$1,921,376.00	\$0.00	\$1,921,376.00	\$0.00	12-Apr-2017	12-Apr-2019
VA36P01150116	\$1,996,769.00	\$1,996,769.00	\$0.00	\$1,996,769.00	\$0.00	12-Apr-2018	12-Apr-2020
VA36P01150117	\$2,066,639.00	\$1,971,639.00	\$95,000.00	\$1,946,059.09	\$120,579.91	16-Aug-2019	16-Aug-2021
VA36E01150117	\$250,000.00	\$250,000.00	\$0.00	\$250,000.00	\$0.00	13-Aug-2018	13-Aug-2019
VA36P01150118	\$3,302,705.00	\$3,148,343.61	\$154,361.39	\$2,541,941.46	\$760,763.54	28-May-2020	28-May-2022
VA36P01150119	\$3,444,054.00	\$1,765,303.87	\$1,678,750.13	\$683,384.45	\$2,760,669.55	15-Apr-2021	15-Apr-2023
<b>Totals</b>	<b>\$24,003,335.00</b>	<b>\$22,075,223.48</b>	<b>\$1,928,111.52</b>	<b>\$20,361,322.00</b>	<b>\$3,642,013.00</b>		
		<b>92.0%</b>		<b>84.8%</b>			

VA36R01150111 (Closing Documentation Submitted to HUD for Approval 4/19/2016)



**City of Roanoke Redevelopment and Housing Authority**  
**Contracts Administered by the Redevelopment and Revitalization Department**  
**Status Report as of 2/29/20**

Construction Contract Number	Project Name	Name of Contractor	A/E	NTP Date	Modification Number	Current Contract Amount	Present % Complete	Scheduled % Complete	PROJECT STATUS (To include pending change orders, problems, and concerns)
contract 568-1801-1-7 (project 180501)	Replacement of Forced Draft Closed Circuit Cooler and HVAC Controls for RRHA Central Administration Building Original Contract Amount \$273,150.00	Valley Boiler & Mechanical, Inc.	Hughes Associates Architects & Engineers	10/17/18	#1 (\$24,975.41) + time #2 (\$23,537.91) + time #3 time #4 (\$8009.70) + time	\$321,663.32	100%	100%	Work is complete. Close out of installation portion of project to get underway.
contract 567-1802-1-7 (project 180401)	HVAC Upgrades for Villages at Lincoln Administration Building Original Contract Amount \$353,800.00	Valley Boiler & Mechanical, Inc.	LMW, P. C.	10/15/18	#1 time #2 time	\$353,800.00	99%	100%	Project is substantially complete. Punch list is being addressed.
contract 568-1901-1-7 (project 180901)	Roof Replacement for Melrose Towers Original Contract Amount \$448,892.00	Melvin T. Morgan Roofing & Sheet Metal Co., Inc.	LMW, P. C.	2/18/19	#1 (\$3,493.00) + time	\$452,385.00	99%	100%	Contractor continuing to address punch list items.
contract 567-1901-1-7 (project 181101)	Open End A & E Services Original Contract Amount \$135,000.00	Hughes Associates Architects & Engineers	N/A	2/26/19	#1 (\$67,500.00)	\$202,500.00	67%	49%	Design work is nearing completion for windows at Melrose Towers and balcony repairs at Morningside Manor.
contract 216-1901-1-7 (project 190301)	Section 504/ADA Modifications for Four Apartment Units at Melrose Towers Original Contract Amount \$260,000.00	Russell's Remodeling, LLC	Hughes Associates Architects & Engineers	10/31/19		\$260,000.00	30%	52%	Wall framing is complete in 3 units. Plumbing and electrical work is complete in 2 units. Installation of interior finishes is underway in 2 units.
contract 216-1902-1-7 (project 190302)	Section 504/ADA Modifications for Four Apartment Units at Jamestown Place Original Contract Amount \$600,000.00	Russell's Remodeling, LLC	LMW, P. C.	TBD		\$600,000.00	0%	0%	Work tentatively scheduled to start early Spring.
contract 272-1801-1-7 (project 180302)	New Construction of Four Public Housing Duplexes Original Contract Amount \$1,651,300.00	G & H Contracting, Inc.	Hughes Associates Architects & Engineers	9/16/19	#1 (\$82,275.00) #2 (-\$2,092.00) #3 (\$1,122.40)	\$1,732,605.40	65%	57%	1 duplex is scheduled to be complete within 30 days. 2nd duplex is scheduled to be complete in 45 days. Installation of interior finishes is underway in 3rd and 4th duplex.
contract 569-2001-1-7 (project 191001)	Upgrades to Emergency Electrical System at Morningside Manor Original Contract Amount \$252,991.00	Davis H. Elliot Company, Inc.	Hughes Associates Architects & Engineers	TBD		\$252,991.00	0%	0%	Material submittal process is complete.
contract 569-2002-1-7 (project 191002)	Replacement of Elevators at Morningside Manor Original Contract Amount \$632,305.00	G & H Contracting, Inc.	Hughes Associates Architects & Engineers	TBD		\$632,305.00	0%	0%	Material submittal process is complete.

**City of Roanoke Redevelopment and Housing Authority  
Derelict Structures  
Status Report as of 2/29/20**

Address or Tax Map #	Status	Resolution Approved	Closing	Demo Rehab	PROJECT STATUS
427 Gilmer Avenue, NW Tax Map # 2011417	House Purchased	04/21/08 No. 3471	07/23/08	Rehab	RRHA is working with the City of Roanoke to plan for disposition of 427 Gilmer.

# HOUSING DIVISION

PUBLIC HOUSING PROGRAM  
MONTHLY OPERATIONS REPORT  
FEBRUARY 2020

**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**

RRHA-Owned Properties	AMP #	Actual Unit Count	Adjusted Unit Count/ Units in MOD status	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
<b>Public Housing</b>									
Lansdowne Park	201	300	0	300	8700	9	8691	<b>99.90%</b>	0.10%
The Villages at Lincoln/ Handicapped/Elderly Cottages	202	165	0	165	4785	16	4769	<b>99.67%</b>	0.33%
Hunt Manor/Bluestone Park	259	172	0	172	4988	0	4988	<b>100.00%</b>	0.00%
Melrose Towers	206	212	6	206	6148	3	6145	<b>99.95%</b>	0.05%
Jamestown Place	207	150	1	149	4350	0	4350	<b>100.00%</b>	0.00%
Morningside	208	105	2	103	3045	22	3023	<b>99.28%</b>	0.72%
Indian Rock Village/53 Scattered	210	148	0	148	4292	22	4270	<b>99.49%</b>	0.51%
The Villages at Lincoln- 24 Transitional/Homeownership	215	23	0	23	667	0	667	<b>100.00%</b>	0.00%
<b>Portfolio Total:</b>		1275	9	1266	36975	72	36903	<b>99.81%</b>	0.19%

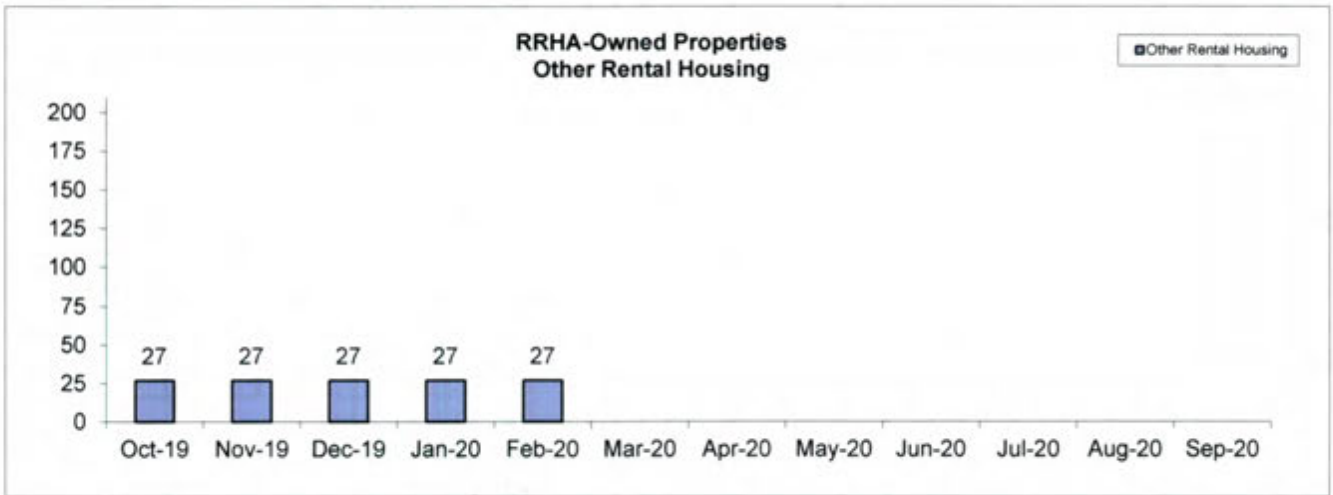
Other Rental Housing	AMP #	Actual Unit Count	Occupied Units	Total Days	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
Hackley Avenue	400	24	24	696	0	696	<b>100.00%</b>	0.00%
Jamison Avenue	420	3	3	87	0	87	<b>100.00%</b>	0.00%
<b>Portfolio Total:</b>		27	27	783	0	783	<b>100.00%</b>	0.00%

Non-Owned Properties Managed by RRHA/Tax Credit	AMP #	Actual Unit Count	Occupied Units	#VALUE!	Unoccupied Days	Occupied Days	Occupancy Rate	Vacancy Rate
Stepping Stone (LIHTC)	455	30	30	870	0	870	<b>100.00%</b>	<b>0.00%</b>
Hillcrest Heights (LIHTC)	456	24	23	696	0	696	<b>100.00%</b>	<b>0.00%</b>
Park Street Square (LIHTC)	457	25	25	725	0	725	<b>100.00%</b>	<b>0.00%</b>
Hurt Park LP (LIHTC)	459	40	40	1160	0	1160	<b>100.00%</b>	<b>0.00%</b>
McCray Court (LIHTC)	470	68	68	1972	0	1972	<b>100.00%</b>	<b>0.00%</b>
<b>Portfolio Total:</b>		187	186	5423	0	5423	<b>100.00%</b>	<b>0.00%</b>

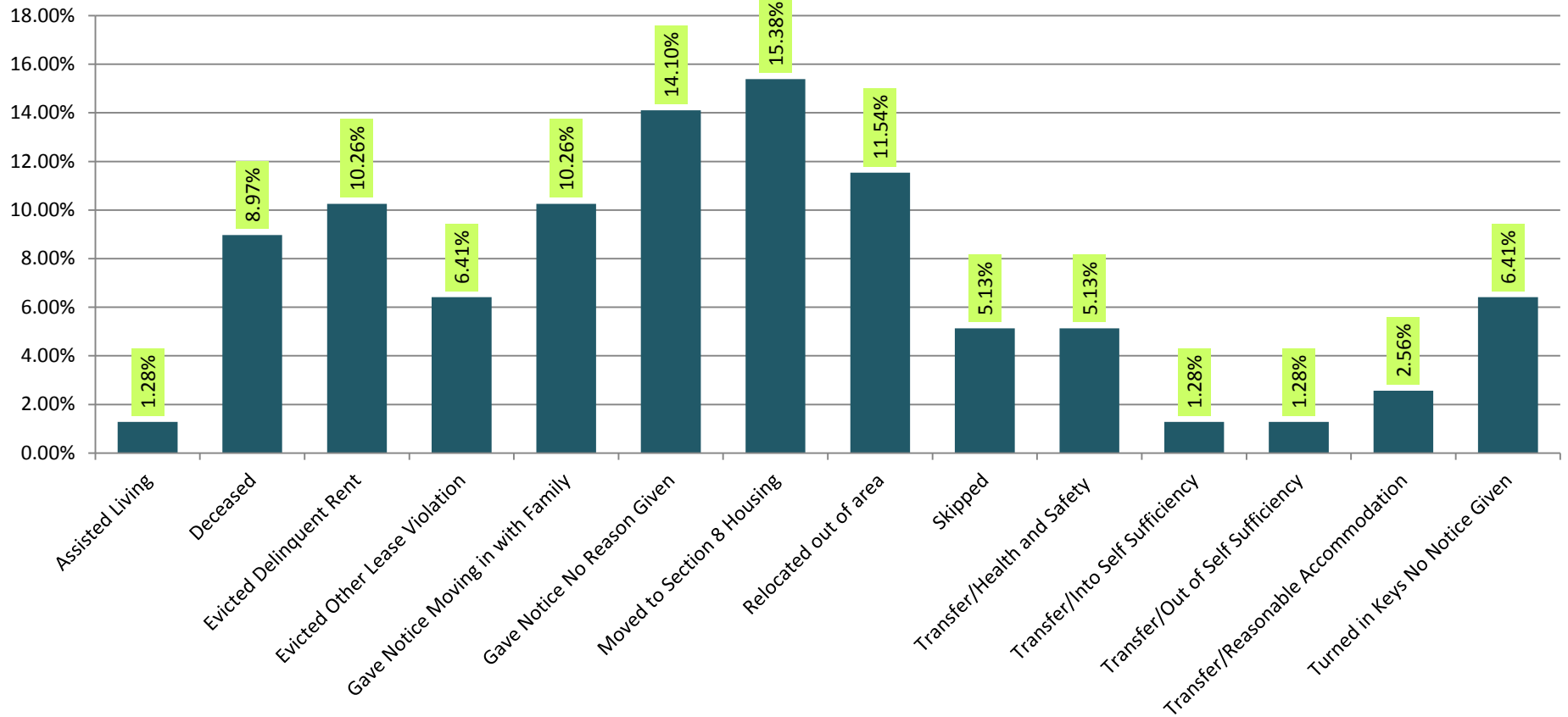
PHAS Scoring	
Occupancy	Points
≥ 98%	16
< 98% but ≥ 96%	12
< 96% but ≥ 94%	8
< 94% but ≥ 92%	4
< 92% but ≥ 90%	1
< 90%	0

\*\*Average Unoccupied days was slightly higher this month due to system issues and the inability to complete move -ins in Elite.

**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**



## Public Housing Move-out Analysis 10/1/2019-9/30/2020



**Monthly  
Management Report  
Charges vs. Receipts  
February 2020**

RRHA-Owned Properties	AMP Number	Vacated Unit Cumulative Charge-Offs as of 02/29/2020	Vacated Unit Cumulative Collections as of 02/29/2020
<i>Non-Public Housing</i>		\$0.00	\$0.00
Lansdowne Park	201	27,771.50	\$2,930.56
The Villages at Lincoln/ Handicapped/Elderly Cottages	202	\$2,714.00	\$302.38
Hunt Manor/Bluestone Park	259	\$13,448.97	\$871.48
Melrose Towers	206	1,744.55	\$105.60
Jamestown Place	207	17,600.77	\$416.80
Morningside Manor	208	3,196.36	\$0.00
Indian Rock Village / 53 Scattered	210	1,604.55	\$1,126.50
The Villages at Lincoln- 24 Transitional/Homeownership	215	\$2,798.00	\$0.00
<b>Public Housing</b>	<b>TOTAL</b>	<b>\$18,960.97</b>	<b>\$5,753.32</b>



**Fiscal Year to Date  
Public Housing Inspections  
10/01/18 - 9/30/2019**

<u>AMP #</u>	<u>Location</u>	<u># Units</u>	<u>Inspected</u>	<u>Uninspected</u>	<u>% Inspected</u>
201	Lansdowne Park	300	300	0	<b>100%</b>
202	Villages at Lincoln	165	165	0	<b>100%</b>
259	Hunt Manor/Bluestone Park	172	172	0	<b>100%</b>
206	Melrose Towers	212	212	0	<b>100%</b>
207	Jamestown Place	150	150	0	<b>100%</b>
208	Morningside Manor	105	105	0	<b>100%</b>
210	Indian Rock Village/68 Scattered	148	148	0	<b>100%</b>
215	Villages at Lincoln - Scattered	23	23	0	<b>100%</b>
Total		1275	1275	0	<b>100%</b>

**A Property is identified as a Performing Property if an annual inspection has occurred on 100% of units and systems.**

*\*2020 Annual UPCS Inspections were conducted for all Developments between January 6th - January 17, 2020.*

# Utility Consumption Report

## October 2019 - September 2020

### Consumption and Costs as of January 31, 2020

Utility Costs							
AMP	Number of Units	Cost PUM Electric	Cost PUM Gas	Cost PUM Water	Total PUM AMP	RRHA PUM Average	Percent Difference
201	300	35.70	67.29	76.32	179.31	165.92	108.07%
202	165	128.58	3.63	59.71	191.92	165.92	115.67%
259	172	36.43	45.37	77.95	159.75	165.92	96.28%
206	212	36.09	27.48	40.19	103.76	165.92	62.54%
207	150	33.29	34.81	60.74	128.84	165.92	77.65%
208	105	48.92	34.75	34.70	118.37	165.92	71.34%
210	148	38.67	60.39	55.92	154.98	165.92	93.41%
215	23	N/A	N/A	N/A	N/A	165.92	N/A
Total Units: 1275							
Average Cost PUM:		52.71	51.19	62.02		165.92	

Consumption											
AMP	Gas				Electric			Water			
	Number of Units	THERMS PUM	RRHA PUM Average	Percent Difference	KWH PUM	RRHA PUM Average	Percent Difference	Usage PUM	RRHA PUM Average	Percent Difference	
201	300	113.24	82.61	137.08%	577	608	94.90%	7.46	5.64	132.27%	
202	165	N/A	82.61	N/A	1,057	608	173.85%	4.40	5.64	78.01%	
259	172	71.27	82.61	86.27%	528	608	86.84%	6.34	5.64	112.41%	
206	212	45.79	82.61	55.43%	546	608	89.80%	4.08	5.64	72.34%	
207	150	58.06	82.61	70.28%	500	608	82.24%	6.11	5.64	108.33%	
208	105	58.02	82.61	70.23%	671	608	110.36%	3.34	5.64	59.22%	
210	148	84.98	82.61	102.87%	443	608	72.86%	4.56	5.64	80.85%	
215	23	N/A	82.61	N/A	N/A	608	N/A	N/A	5.64	N/A	
Total Units: 1275											
Average THERM PUM: 82.61					Average KWH PUM: 608		Average water usage PUM: 5.64				
<p>Note: AMP 202 - Residential units do not use gas utility - HVAC is total electric (heat pumps).</p> <p>Note: AMP 202 - Administration building and maintenance shop use gas utility.</p> <p>Note: AMP 208 - Residential units have central air conditioning.</p> <p>Note: AMP 210 - Includes 21 scattered sites - residents pay utilities - no utility data available.</p> <p>Note: AMP 215 - Transitional/Homeownership - residents pay utilities - no utility data available.</p> <p>Note: Stormwater Utility Fee for RRHA public housing properties for FY 2020 = \$31,071.60</p>											

A property is identified as a PERFORMING Property if it has utility consumption not exceeding 120% of the agency average.

**SECURITY ACTIVITIES**  
**MONTHLY REPORT**  
**FEBRUARY 2020**

Public Housing Criminal Activity for the Month of February 2020 and the Fiscal Year 10/01/19 - 09/30/20

	Jamestown Place		Morningside Manor		Indian Rock Village		Bluestone Park		Lansdowne Park	
	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total
Aggravated Assault	0	0	0	0	0	0	0	0	1	3
Arson	0	0	0	0	0	0	0	0	0	0
Auto Theft	0	0	0	0	0	0	0	0	1	1
Burglary	0	0	0	0	0	1	0	0	2	6
Homicide/Murder	0	0	0	0	0	0	0	0	0	0
Larceny	1	2	0	0	0	1	0	0	0	4
Rape	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0
Part 1 Crime Total	1	2	0	0	0	2	0	0	4	14
Destruction of Property	1	1	0	0	1	1	0	0	2	6
Disorderly Persons	0	0	0	0	0	0	0	0	0	0
Domestic Disorder	3	4	0	1	0	1	1	4	5	12
Drug Offense	1	2	0	0	0	1	0	0	2	5
Family Offense (nonviolent)	0	0	0	0	0	0	0	0	0	0
Forgery	0	0	0	0	0	0	0	0	0	0
Fraud	0	1	1	1	0	0	0	0	0	0
Gambling	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	1	1	0	0	0	0	2	6
Liquor Law	0	0	0	0	0	0	0	0	0	0
Loitering	0	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0	0
Sex Offense	0	0	0	0	0	0	0	0	0	0
Simple Assault	3	7	1	1	3	4	2	3	2	8
Sucide/Attempt	0	0	0	0	0	0	0	0	1	1
Tampering w/Vehicle	0	1	0	0	0	0	0	0	0	0
Towed Vehicle	1	3	0	0	0	0	0	0	1	7
Trespassing	0	0	0	0	0	0	0	0	0	2
Weapons	0	1	0	0	0	0	0	0	1	5
Part II Crime Total	9	20	3	4	4	7	3	7	16	52
Auto Accident	0	0	0	0	0	0	0	0	0	0
Fire	0	0	0	0	0	0	0	0	0	0
Part III Crime Total	0	0	0	0	0	0	0	0	0	0
Area Total	10	22	3	4	4	9	3	7	20	66



Public Housing Criminal Activity for the Month of February 2020 and the Fiscal Year 10/01/19 - 09/30/20

	Villages at Lincoln		Hunt Manor		Melrose Towers	
	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total
Aggravated Assault	0	2	0	0	0	0
Arson	0	0	0	0	0	0
Auto Theft	0	1	0	0	0	0
Burglary	0	4	0	0	0	0
Homicide/Murder	0	0	0	0	0	0
Larceny	0	5	3	3	0	3
Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Part I Crime Total	0	12	0	3	0	3
Destruction of Property	2	8	1	2	0	0
Disorderly Persons	0	0	0	0	0	0
Domestic Disorder	1	3	1	1	0	0
Drug Offense	2	5	0	1	0	0
Family Offense (nonviolent)	0	0	0	0	0	0
Forgery	0	0	0	0	0	0
Fraud	0	1	0	0	0	0
Gambling	0	0	0	0	0	0
Intimidation	0	0	0	0	0	1
Liquor Law	0	0	0	0	0	0
Loitering	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0
Sex Offense	0	0	0	0	0	0
Simple Assault	3	14	3	4	1	2
Sucide/Attempt	1	1	1	1	0	0
Tampering w/Vehicle	0	0	0	0	0	0
Towed Vehicle	0	2	1	1	0	0
Trespassing	0	2	0	0	0	1
Weapons	0	0	0	1	0	0
Part II Crime Total	9	36	0	11	1	4
Auto Accident	0	0	0	0	0	0
Fire	0	0	0	0	0	0
Part III Crime Total	0	0	0	0	0	0
Area Total	9	48	10	14	1	7

## Public Housing Community vs. Site - Part 1 and Part II Crimes Percentage - February 2020

Part I Crime	MONTH		Site Rate Compared to Community	YEAR TO DATE		Site Rate Compared to Community	Site No. Per Household prior YTD	Site Rate YTD Compared to prior YTD	Community No. Per Household prior YTD	Community Rate YTD Compared to prior YTD
	No. Per Household			No. Per Household						
	Community	Site		Community	Site					
Jamestown Place	0.0070	0.0067	95.05%	0.0411	0.0133	32.46%	0.0867	84.62% ↑	0.0522	21.30% ↓
Morningside Manor	0.0070	0.0000	0.00%	0.0411	0.0000	0.00%	0.0095	100.00% ↑	0.0772	46.78% ↓
Indian Rock Village	0.0070	0.0000	0.00%	0.0411	0.0250	60.85%	0.0625	60.00% ↓	0.0772	46.78% ↓
Bluestone	0.0088	0.0000	0.00%	0.0519	0.0000	0.00%	0.0395	100.00% ↓	0.0776	33.14% ↓
Lansdowne Park	0.0043	0.0133	310.38%	0.0300	0.0467	155.53%	0.1433	67.43% ↑	0.0576	47.91% ↓
Villages at Lincoln	0.0043	0.0000	0.00%	0.0300	0.0727	242.39%	0.0909	19.99% ↓	0.0576	47.91% ↓
Hunt Manor	0.0043	0.0000	0.00%	0.0300	0.0313	104.15%	0.0729	57.13% ↑	0.0576	47.91% ↓
Melrose Towers	0.0043	0.0000	0.00%	0.0300	0.0142	47.16%	0.0236	40.04% ↑	0.0576	47.91% ↓

Part II Crime	MONTH		Site Rate Compared to Community	YEAR TO DATE		Site Rate Compared to Community	Site No. Per Household prior YTD	Site Rate YTD Compared to prior YTD	Community No. Per Household prior YTD	Community Rate YTD Compared to prior YTD
	No. Per Household			No. Per Household						
	Community	Site		Community	Site					
Jamestown Place	0.0199	0.0600	301.07%	0.1011	0.1333	131.89%	0.5067	73.69% ↑	0.2103	51.93% ↑
Morningside Manor	0.0199	0.0286	143.37%	0.1011	0.0381	37.68%	0.0762	50.01% ↑	0.2103	51.93% ↑
Indian Rock Village	0.0199	0.0500	250.89%	0.1011	0.0875	86.56%	0.3625	75.86% ↑	0.2103	51.93% ↑
Bluestone	0.0161	0.0395	245.40%	0.0747	0.0921	123.32%	0.3421	73.08% ↑	0.1411	47.07% ↓
Lansdowne Park	0.0166	0.0533	321.51%	0.0841	0.1733	206.19%	0.5467	68.29% ↑	0.1870	55.05% ↓
Villages at Lincoln	0.0166	0.0545	328.82%	0.0841	0.2182	259.54%	0.4000	45.45% ↓	0.1870	55.05% ↓
Hunt Manor	0.0166	0.0000	0.00%	0.0841	0.1146	136.30%	0.3021	62.07% ↑	0.1870	55.05% ↓
Melrose Towers	0.0166	0.0047	28.44%	0.0841	0.0189	22.44%	0.0425	55.60% ↑	0.1870	55.05% ↓

SECTION 8 PROGRAMS  
MONTHLY OPERATIONS REPORT  
FEBRUARY 2020



**Housing Choice Voucher Department  
Summary of Operations, Accomplishments and Challenges  
February 2020**

**Program Utilization**

The utilization rate for the Housing Choice Voucher (HCV) Department during the month of February 2020, reported at 81.6%. During the month of February 2020, the HCV Staff have been actively working the files of more than one hundred Applicants were pulled from the Waitlist we are scheduling Application Interview to increase the number of Leased Vouchers. The average percentage of the Housing Assistance Payments (HAP), budget authority expense, for fiscal year 2020, is 98.0%.

**Inspections**

During the month of February 2020 the HCV Housing Quality Standards (HQS) Inspector conducted a total of one hundred and twelve (112) inspections. This also includes a total of forty (40) initial inspections processed for moving families, in the HCV Program. An additional fifty-three (53) Biennials inspections, three (3) re-inspections, six (6) special inspections and ten (10) HQS Quality Control Inspections were conducted during the month of February 2020.

**Housing Choice Voucher Waiting List**

For the month of February 2020, the HCV Department conducted ten (10) briefings and Vouchers were issued. There were two (2) port in's and no port outs, for the month of February.

**Homeownership**

The program currently has eleven (11) HCV participants in the Homeownership Program. The Housing Choice Voucher (HCV) homeownership program allows families that are assisted under the HCV program to use their voucher to buy a home and receive monthly assistance in meeting homeownership expenses. Funding through the HCV program is used to assist with the mortgage payments.

**Veteran Affairs Supportive Housing (VASH)**

The Veterans Affairs Supportive Housing (VASH) program was created by a partnership between HUD and the Veterans Administration for the sole purpose of providing housing for homeless veterans. HUD's total allocation of vouchers to RRHA for this program is one hundred and thirteen (113) vouchers. For the month of February 2020, this program has ninety-five (95) leased participants, fifteen (15) searching for housing, two (2) waiting on inspections and one (1) ready to process for move-in.



### **Mainstream Vouchers**

The Mainstream Voucher program was awarded an additional thirty (30) Vouchers for the FY 2020, increasing the total allocation of vouchers for this program, to one hundred and sixteen (116) vouchers. For the month of February this program has eighty-three (83) leased participants, increasing by 7 from the month of January. There are nine (9) Vouchers currently out and actively searching, and twenty-four (24) pending approval.

### **Tenant Briefings**

The HCV Client Specialists provided customer service to a total of five hundred fifty-two (552) clients; including five hundred and two (502) tenants and fifty (50) landlords, during the month of February 2020. This number represents scheduled appointments and walk-in participants, such as landlords and HCV clients to sign leases, contracts or to drop off paperwork etc.

### **Landlord Briefings**

The HCV staff has daily contact with current and prospective landlords with regard to explaining and answering various questions concerning the HCV Program compliance etc. In addition, RRHA continues to offer support to our HCV Landlords with any inquiries regarding the Landlord Portal etc. During the month of February, there were five (5) Landlord briefings conducted during the month of February 2020.

### **Voucher Issuance Briefings**

The Housing Choice Voucher Department conducted ten (10) individual voucher briefings during the month of February 2020. Voucher briefings were performed on an individual basis to increase the time frame, in which Vouchers are leased up.

### **Family Unification Program (FUP)**

HUD's Family Unification Program focuses on preventing family separation due to homelessness and easing the transition to adulthood for aging-out youth in Foster Care. A total of eighty-one (81) vouchers have been allocated to the City of Roanoke Redevelopment and Housing Authority to serve this population. All referrals for the program come through the Roanoke City and Roanoke County Departments of Social Services (DSS). Currently, there are forty-three (43) families under lease. The RRHA have recently increased efforts and collaboration with DSS, to increase the number of FUP Vouchers issued, to qualified referrals.

**HCV HQS Inspection Department  
Monthly Activity Report  
February 2020**

INSPECTION TYPE	# COMPLETE	# Passed	% PASSED	# FAILED	% FAILED
ANNUAL	53	50	94.34%	3	5.66%
INITIALS	40	34	85.00%	6	15.00%
COMPLAINT	6	3	50.00%	3	50.00%
EMERGENCY	0	0	0.00%	0	0.00%
HQS REINSPECTIONS	3	1	33.33%	2	66.67%
HQS QUALITY CONTROL	10	8	80.00%	2	20.00%

TOTAL INSPECTIONS SCHEDULED	112
AVERAGE INSPECTIONS PER INSPECTOR PER DAY	5.09
AVERAGE INSPECTIONS PER FIELD DAY	5.09
NUMBER OF INSPECTORS	1
TOTAL WORKING DAYS	22

Program Voucher Issuance By Month/Bedroom Size

February 2020

Month of Issue	1 Bdr	2 Bdr	3 Bdr	4 Bdr	5 Bdr	6 Bdr	Total Issued	Cumulative
October-19	4	2	4	3	0	0	13	13
November-19	8	3	5	1	0	0	17	17
December-19	3	5	6	0	0	0	14	14
January-20	0	3	7	4	0	0	14	14
February-20	0	2	9	1	0	0	12	12
March-20	0	0	0	0	0	0	0	0
April-20	0	0	0	0	0	0	0	0
May-20	0	0	0	0	0	0	0	0
June-20	0	0	0	0	0	0	0	0
July-20	0	0	0	0	0	0	0	0
August-20	0	0	0	0	0	0	0	0
September-20	0	0	0	0	0	0	0	0
<b>TOTALS</b>	15	15	31	9	0	0	70	0

## Waitlist Applicant February 2020

Month	Number Selected / Interviewed Off	Number of NS WD	Number of Mail Ret.	Number of PC	Number of Other WD	Number Okay to Issue	Number of Files Pending	Notes
October-19	58	0	0	0	0	58	58	
November-19	0	4	2	0	6	17	0	
December-19	0	0	0	0	0	10	0	
January-20	100	0	0	0	0	12	0	
February-20	24	28	9	0	6	0	81	
March-20	0	0	0	0	0	0	0	
April-20	0	0	0	0	0	0	0	
May-20	0	0	0	0	0	0	0	
June-20	0	0	0	0	0	0	0	
July-20	0	0	0	0	0	0	0	
August-20	0	0	0	0	0	0	0	
September-20	0	0	0	0	0	0	0	
<b>TOTALS</b>	182	32	11	0	12	97	139	
<b>Meanings</b>								
NS = No Show PC = Preference Change, goes back on wait list Pending = Still waiting on information for qualification VB = Voucher Briefing WD = Withdrawn WD Mail = Withdrawn for Mail Returned WD Other = Withdrawn for owing debt, criminal history, or over income, etc.								



**SECTION 8 MONTHLY STATISTIC REPORT (CY)**

PROGRAM NAME	UNIT MONTHS	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20
HOUSING CHOICE VOUCHERS	ALLOCATED	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888	1,888
	LEASED	1,568	1,561	-	-	-	-	-	-	-	-	-	-
MAINSTREAM 1 & 2 & 3	ALLOCATED	116	116	116	116	116	116	116	116	116	86	86	86
	LEASED	76	83	-	-	-	-	-	-	-	-	-	-
VASH (35)	ALLOCATED	35	35	35	35	35	35	35	35	35	35	35	35
	LEASED	27	27	-	-	-	-	-	-	-	-	-	-
VASH (25)	ALLOCATED	25	25	25	25	25	25	25	25	25	25	25	25
	LEASED	21	22	-	-	-	-	-	-	-	-	-	-
FUP (31)	ALLOCATED	31	31	31	31	31	31	31	31	31	31	31	31
	LEASED	14	13	-	-	-	-	-	-	-	-	-	-
FUP (50)	ALLOCATED	50	50	50	50	50	50	50	50	50	50	50	50
	LEASED	31	30	-	-	-	-	-	-	-	-	-	-
VASH (10)	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	9	10	-	-	-	-	-	-	-	-	-	-
VASH (10) B	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	9	9	-	-	-	-	-	-	-	-	-	-
VASH (10) C	ALLOCATED	10	10	10	10	10	10	10	10	10	10	10	10
	LEASED	10	10	-	-	-	-	-	-	-	-	-	-
VASH (8)	ALLOCATED	8	8	8	8	8	8	8	8	8	8	8	8
	LEASED	8	8	-	-	-	-	-	-	-	-	-	-
VASH (5)	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	5	4	-	-	-	-	-	-	-	-	-	-
VASH (5) B	ALLOCATED	5	5	5	5	5	5	5	5	5	5	5	5
	LEASED	5	5	-	-	-	-	-	-	-	-	-	-
VASH (5) C	ALLOCATED		5	5	5	5	5	5	5	5	5	5	5
	LEASED		-	-	-	-	-	-	-	-	-	-	-

**VOUCHER UNITS LEASED  
CY 2020**

MONTH	TOTAL HUD AWARDED UNITS	TOTAL LEASED UNITS	DIFFERENCE AWARDED V/S LEASED	VOUCHERS ON STREET	MONTHLY ATTRITION	
					MOVE - IN	MOVE - OUT
JANUARY	2,077	1,707	370	10	5	7
FEBRUARY	2,082	1,699	383	16	8	6
MARCH			-			
APRIL			-			
MAY			-			
JUNE			-			
JULY			-			
AUGUST			-			
SEPTEMBER			-			
OCTOBER			-			
NOVEMBER			-			
DECEMBER			-			



## SECTION 8 CY MONTHLY HAP EXPENDITURE ANALYSIS

BUDGET VS ACTUAL	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	YTD
FUNDING BUDGET	\$ 717,813	\$ 1,198,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,916,263
FUNDING RECEIVED	\$ 937,523	\$ 939,617	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,877,140
VARIANCE	\$ (219,710)	\$ 258,833	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,123
PERCENT VARIANCE	-30.61%	21.60%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	2.04%
YTD VARIANCE	\$ (219,710)	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 39,123	\$ 78,246
<b>REVENUE VS EXPENSE</b>													
FUNDING RECEIVED	\$ 937,523	\$ 939,617	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,877,140
ACTUAL HAP EXPENSE	\$ 931,052	\$ 926,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,857,668
VARIANCE	\$ 6,471	\$ 13,001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,472
PERCENT VARIANCE	0.69%	1.38%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.04%
YTD VARIANCE	\$ 6,471	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472	\$ 19,472
<b>PUC</b>													
HUD FUNDED PUC	\$ 451.38	\$ 451.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.15
ACTUAL PUC	\$ 545.43	\$ 545.39	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ 545.41
VARIANCE	\$ (94.05)	\$ (94.08)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ (470.26)
PERCENT VARIANCE	-17.24%	-17.25%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-86.22%
<b>UNITS</b>													
HUD BASELINE UNITS	2,077	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	24,979
HUD FUNDED UNITS	2,077	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	24,979
FUNDED UNITS BASED ON ACTUAL HAP	1,719	1,723	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3,442
ACTUAL UNITS LEASED	1,707	1,699	-	-	-	-	-	-	-	-	-	-	3,406
VARIANCE TO BUDGET	12	24	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	36
VARIANCE TO BASELINE	358	359	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	21,537
YTD VAR TO BASELINE	358	717	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	21,537
VARIANCE FUNDED	370	383	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	21,573
YTD VAR TO FUNDED	370	753	2,835	4,917	6,999	9,081	11,163	13,245	15,327	17,409	19,491	21,573	21,573
<b>ADMIN</b>													
HUD FUNDED FEES	83,014	83,014	-	-	-	-	-	-	-	-	-	-	166,028
ACTUAL EXPENSE	143,438	66,481	-	-	-	-	-	-	-	-	-	-	\$ 209,919
VARIANCE	\$ (60,424)	\$ 16,533	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (43,891)
PERCENT	172.79%	80.08%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	126.44%
CUMULATIVE VARIANCE	\$ (60,424)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)	\$ (43,891)

THIS SHEET INCLUDES HCV, VASH, & FUP

**SECTION 8 FY MONTHLY HAP EXPENDITURE ANALYSIS**

HAP	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	YTD
FUNDING RECEIVED	943,641	764,677	944,205	\$ 937,523	\$ 939,617	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,529,663
ACTUAL HAP EXPENSE	\$1,049,815	\$948,347	\$950,846	\$ 931,052	\$ 926,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,806,676
VARIANCE	\$ (106,174)	\$ (183,670)	\$ (6,641)	\$ 6,471	\$ 13,001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (277,013)
PERCENT VARIANCE	-11.25%	-24.02%	-0.70%	0.69%	1.38%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-6.12%
YTD VARIANCE	\$ (106,174)	\$ (289,844)	\$ (296,485)	\$ (290,014)	\$ (277,013)	\$ (277,013)	\$ (277,013)	\$ (277,013)	\$ (277,013)	\$ (277,013)	\$ (277,013)	\$ (277,013)	\$ (277,013)
<b>PUC</b>													
HUD FUNDED PUC	\$ 454.33	\$ 368.16	\$ 454.60	\$ 451.38	\$ 451.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 181.45
ACTUAL PUC	\$ 612.14	\$ 553.62	\$ 558.66	\$ 545.43	\$ 545.39	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ 563.11
VARIANCE	\$ (157.81)	\$ (185.45)	\$ (104.06)	\$ (94.05)	\$ (94.08)	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ (381.66)
PERCENT VARIANCE	-25.78%	-33.50%	-18.63%	-17.24%	-17.25%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-67.78%
<b>UNITS</b>													
HUD BASELINE UNITS	2,077	2,077	2,077	2,077	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	24,964
HUD FUNDED UNITS	2,077	2,077	2,077	2,077	2,082	2,082	2,082	2,082	2,082	2,082	2,082	2,082	24,964
FUNDED UNITS BASED ON													
ACTUAL HAP	1,542	1,381	1,690	1,719	1,723	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
ACTUAL UNITS LEASED	1,715	1,713	1,702	1,707	1,699	-	-	-	-	-	-	-	8,536
VARIANCE TO BUDGET	(173)	(332)	(12)	12	24	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
VARIANCE TO BASELINE	535	696	387	358	359	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
YTD VAR TO BASELINE	535	1,231	1,618	1,976	2,335	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
VARIANCE FUNDED	362	364	375	370	383	2,082	2,082	2,082	2,082	2,082	2,082	2,082	16,428
YTD VAR TO FUNDED	362	726	1,101	1,471	1,854	3,936	6,018	8,100	10,182	12,264	14,346	16,428	16,428
<b>ADMIN FEES</b>													
HUD FUNDS	\$ 85,390	\$ 83,014	\$ 83,014	\$ 83,014	\$ 83,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 417,446
ACTUAL EXPENSE	\$ 66,934	\$ 66,232	\$ 71,585	\$ 143,438	\$ 66,481	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 414,670
VARIANCE	\$ 18,456	\$ 16,782	\$ 11,429	\$ (60,424)	\$ 16,533	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,776
PERCENT	78.39%	79.78%	86.23%	172.79%	80.08%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	99.33%
CUMULATIVE VARIANCE	\$ 18,456	\$ 35,239	\$ 46,668	\$ (13,756)	\$ 2,776	\$ 2,776	\$ 2,776	\$ 2,776	\$ 2,776	\$ 2,776	\$ 2,776	\$ 2,776	\$ 2,776

THIS SHEET INCLUDES HCV, VASH, & FUP



# RESIDENT SERVICES REPORT

FEBRUARY 2020

# 2020 Family Self-Sufficiency (Grant Funded)

Grant Period- 01/01/20 - 12/31/20

February 2020

Coordinators: Greg Goodman, Amanda Jane Holland, Ashlee Rice

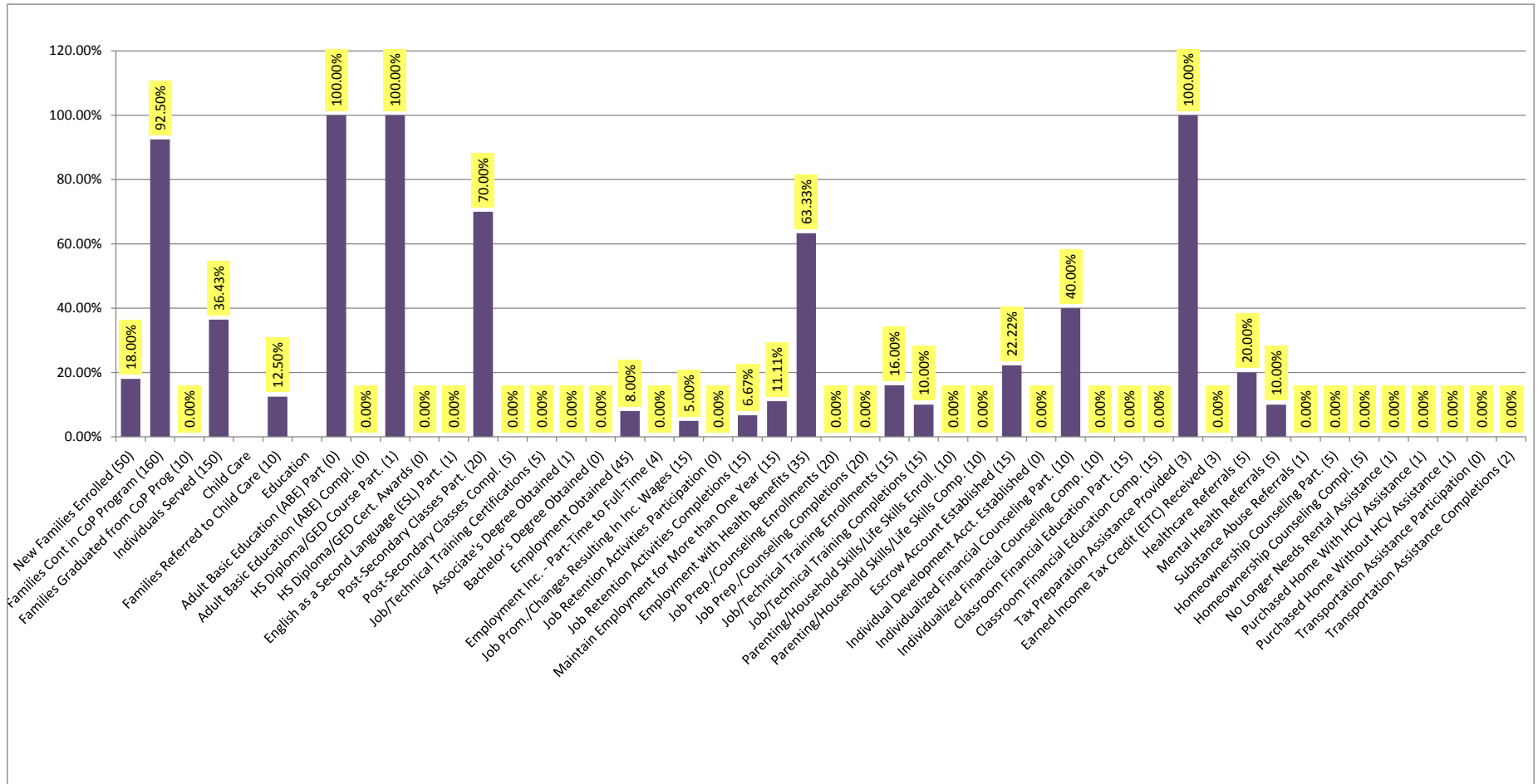
Current Number of Participants - 148

Number with Escrow Accounts - 74

Total Amount in Escrow - \$187,585.94

FSS Program Terminations - 4

FSS Program Graduations - 0



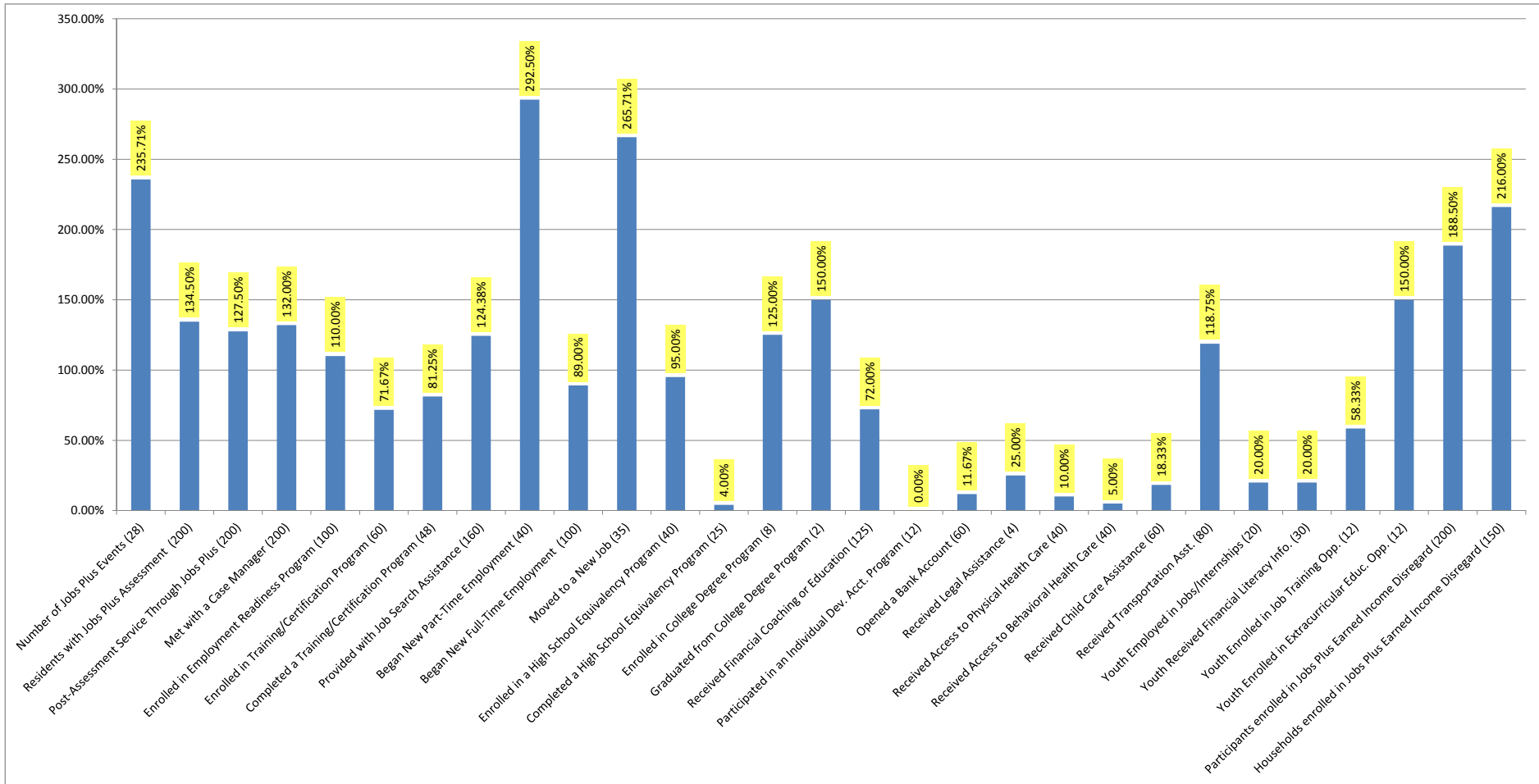
# Jobs Plus Monthly Report - February 2020

Program Manager: Yvonne Thomas

Case Managers: Cheryl Crush, Sarah Bridgman, Jessica Morris

Grant Period: 4/2/2015 - 3/31/2020

Percent of Work-able Residents Who Are Employed **43.00%**  
 Percent of Current Residents with a Jobs Plus Assessment and Who Are Employed **48.40%**  
 Percent of Work-able Residents with a Jobs Plus Assessment Employed at Living Wage **1.04%**



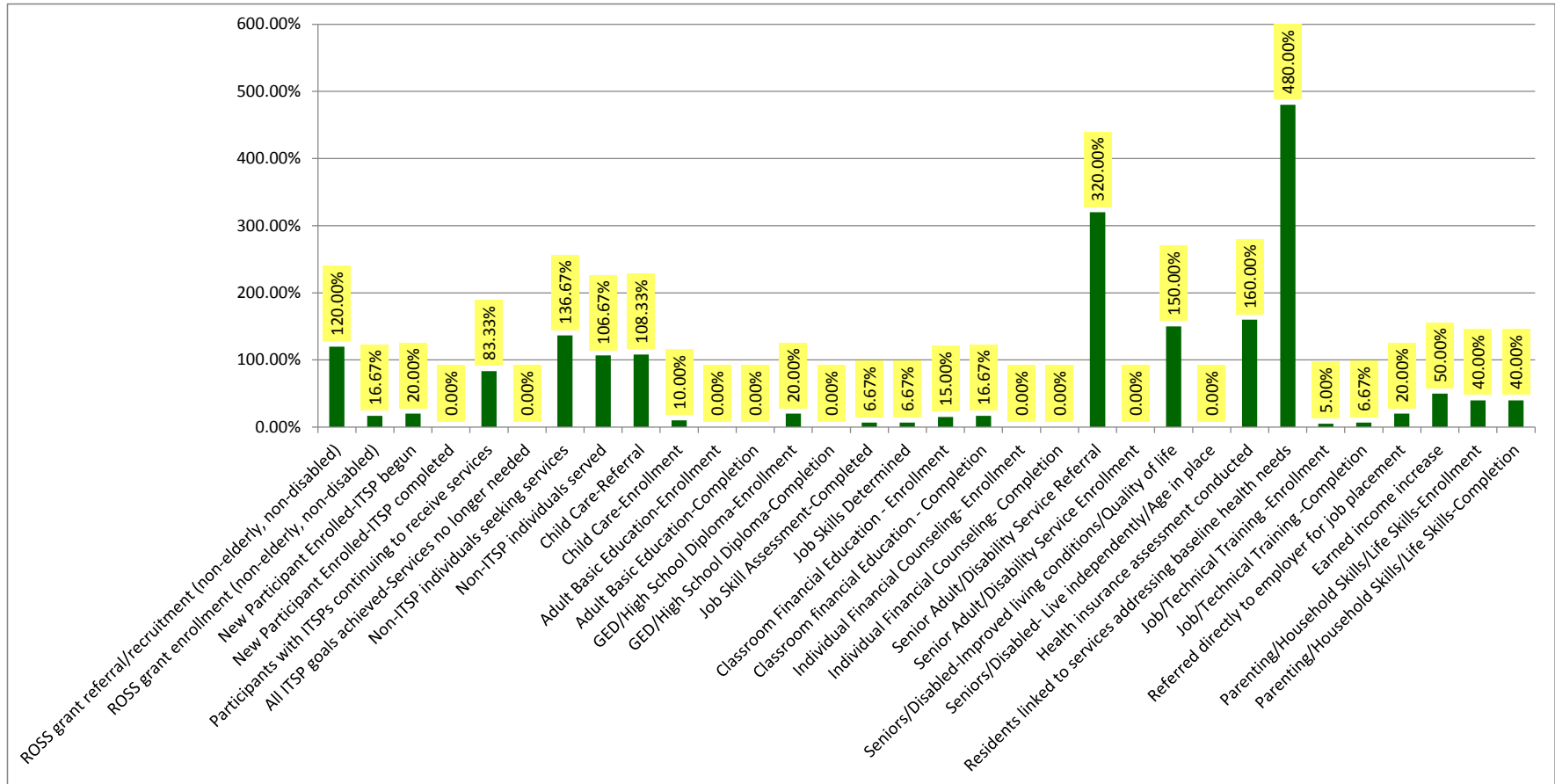
# 2015 ROSS Service Coordinator - Indian Rock Village, Jamestown, Bluestone & Hunt (Grant Funded)

February 2020

Grant Period: 7/1/19 - 3/31/2020

Reporting Period: 7/1/19 - 3/31/2020

Service Coordinators: Darrion Boisseau



\* ITSP - Individual Training and Service Plan  
\* GED - General Education Development

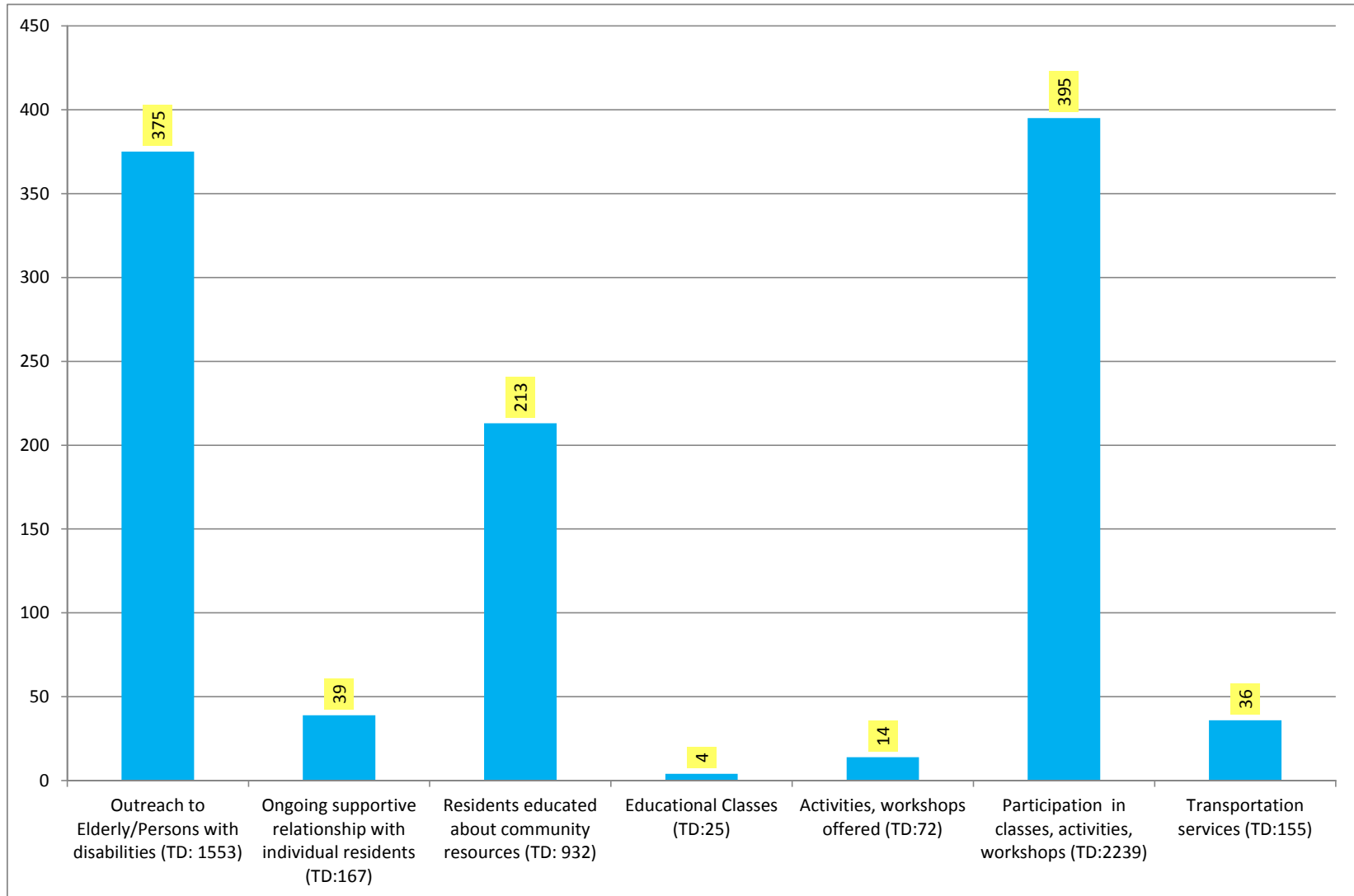
# Elderly & Disabled - Melrose Towers (*Operations Funded*)

Coordinator: Barbara James

February 2020

## Outcome Goals:

- Improved Living Conditions / Quality of Life
- Live Independently and/or Age in Place and Avoid Long-Term Care Placement



# Elderly & Disabled - Morningside Manor (*Operations Funded*)

Coordinator: Tammy Porchea

February

2020

## Outcome Goals:

- Improved Living Conditions / Quality of Life
- Live Independently and/or Age in Place and Avoid Long-Term Care Placement

