

ROANOKE  
REDEVELOPMENT AND  
HOUSING AUTHORITY

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MONTHLY OPERATIONS REPORT

FOR THE MONTH OF MAY 2013

June 24, 2013



# MEMORANDUM

To: Board of Commissioners  
From: Katie T. Meyer  
Date: June 18, 2013  
Subject: Monthly Operations Reports

Enclosed for your information and review are operations reports from each department for the month of May 2013. The reports are as follows:

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

# EXECUTIVE OFFICE

## **Executive Director's Report**

### RRHA Agency Plan

The 2013 Annual Plan update to the RRHA 2010-2014 Agency Plan has been finalized. Revisions of the draft will be provided to the Board of Commissioners with materials for the June 24, 2013 meeting. The Board will be asked to consider a resolution approving the Plan at the June 24, 2013 meeting. The 2013 Annual Plan update to the RRHA 2010-2014 Agency Plan must be submitted to HUD by July 18, 2013.

### FY 2014 Operating Budget

Management staff have completed the first draft of RRHA operating budgets for FY 2014. Budgets are currently under review by the Finance Department. A federal budget has not been approved, so funding amounts projected for budgeting purposes will be estimates based on amounts included in the budget proposal released by the White House in April 2013.

A public hearing will be scheduled for August 26, 2013 to occur immediately preceding the regular Board meeting, for Commissioners to receive public comments on the proposed operating budgets. Proposed budgets will be provided to Commissioners for review prior to that meeting. A presentation providing explanation of the proposed budget will be provided at the beginning of the public hearing.

### Father's Day Event

RRHA is partnering with Total Action for Progress (TAP) to sponsor a Father's Day event from 11:00 a.m. to 1:00 p.m. on June 15, 2013 at the Villages at Lincoln. The event theme is helping families build and keep strong relationships, and fathers are encouraged to attend with their children. The event will include an essay contest, panel discussion featuring fathers participating in TAP's Fathers First program, an opportunity for children to make gifts for their fathers, as well as other activities and food. Transportation assistance will be provided.

### Choice Neighborhoods

The procurement processes for selecting firms to provide needs assessment and master planning services for the Choice Neighborhoods Planning Grant are underway. There will be a community meeting on June 18, 2013 at Lansdowne Park to engage residents in the planning process. On June 25, 2013, staff from RRHA and representatives from public housing and the Loudon-Melrose/Shenandoah West neighborhoods will attend a HUD Choice Neighborhoods Planning Grantee Forum in Washington, DC.

# ADMINISTRATION DIVISION

# HUMAN RESOURCES MAY MONTHLY ACTIVITY REPORT

## Employee Census as of May 2013

RRHA Regular F/T	RRHA Regular P/T	RRHA Temp F/T – P/T	Total
<b>70</b>	<b>0</b>	<b>2</b>	<b>72</b>

### Staffing Changes

**New Hires:**

<u>NAME</u>	<u>TITLE</u>	<u>STATUS</u>
Melissa Hylton	Clerical Aide/Receptionist	Regular Full-Time

**Terminations:**

<u>NAME</u>	<u>TITLE</u>	<u>STATUS</u>
Chenita Caldwell	Assistant Site Manager	Regular Full-Time
Timothy Calloway	Laborer	Regular Full-Time
Cynthia Colston	Assistant Site Manager	Regular Full-Time
Jacob Mack, Jr.	Senior Mechanic	Regular Full-Time
Gary Williams	Laborer	Regular Full-Time

**Contract Agency Temporaries**      10

### Recruitment

Number of new position vacancies published this month: 4  
 Number of open positions as of month end: 5

Applications received this month: 89  
 Position applied for by Residents: 1

### Employee/Board Training – IN STATE

<b>TRAINING:</b>	<b>Customer Service Certification, 20 Part Series; Listening Skills, Customer Service, Confidentiality and Community Relations, Non-discrimination in Customer Service, Overview of Federal Disability Discrimination Laws, Principles of Housing Assistance for People with Disabilities, Individual Working Styles Self-Evaluation Questionnaire, Individual Working Styles, The Property Manager’s Profile, Customer Service Policy/Plan, Course Summary – Housing TeleVideo Network</b>	<b>DATE:</b> 05/02/13, 05/03/13, 05/22/13, 05/23/13, 05/25/13, 05/28/13, 05/29/13, 05/30/13
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<b>ATTENDEES:</b>	Crystal Colston Suzzette McCoy Tina Robertson Terry Tucker	Cynthia Colston Justina Megginson Lisa Saunders Jay Wilkinson	Melissa Henninger Scott Polhamus Shelia Senter	Angie Lamprinakos Lisa Reynolds Denise Stanley
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Employee/Board Training – IN STATE (cont'd)

<b>TRAINING:</b>	<b>Certified Public Housing Manager – The National Association of Housing and Redevelopment Officials</b>	<b>DATE:</b>	05/10/13	
<b>ATTENDEE:</b>	David Bustamante			
<b>TRAINING:</b>	<b>HCV Housing Quality Standards Certification Examination – Nan McKay and Associates, Inc.</b>	<b>DATE:</b>	05/13/13	
<b>ATTENDEE:</b>	Rodney Price			
<b>TRAINING:</b>	<b>Introduction to the VRS Hybrid Retirement Plan – Virginia Retirement System</b>	<b>DATE:</b>	05/16/13	
<b>ATTENDEES:</b>	Jackie Austin	Christina Back	Julia Bailey	Catherine Wells
<b>TRAINING:</b>	<b>Heat Stress: Don't Lose Your Cool – Coastal Training Technologies Corp. DVD</b>	<b>DATE:</b>	05/28/13	
<b>ATTENDEES:</b>	Sean Blackwell	James Booker	Tony Coronado	Ernest Grogan
	Jimmy Harrison	Eddie Huneycutt	Jonathan Jones	Kevin Lambert
	Cristian Niebles	Brian Weikel	Jay Wilkinson	Steve Poindexter
	Terry Robertson	Tina Robertson	Jerome Roy	Deonta Saunders
	Tanya Sullivan	Chris Willeford	Gwen Parker	
<b>TRAINING:</b>	<b>Fair Housing Accessibility – Fair Housing Instruction, Resources, Support, Technical Guidance</b>	<b>DATE:</b>	5/30/13	
<b>ATTENDEE:</b>	Desi Wynter			

Employee/Board Training – OUT OF STATE

No out of state training reported for May 2013

# PROCUREMENT MAY MONTHLY ACTIVITY REPORT

## I. Capital Fund

### A. Contracts Awarded

### B. Solicitations Pending

**RED-12-05-30**

**Request for Qualifications for Architectural/Engineering Services for Design and Construction Administration for New Scattered Site Public Housing Units** was issued June 10, 2012. Comments were received until June 26, 2012. Three (3) proposals were received by July 3, 2012. The Executive Director appointed an Evaluation Panel of five (5) staff members. The Evaluation Panel determined that Community Design Studio was the most qualified Architectural/Engineering firm of those that had submitted Statement of Qualifications. Community Design Studio's fees for services were found to be acceptable. RRHA Board of Commissioners approved Resolution No. 3725 on November 26, 2012, accepting Statement of Qualifications from Community Design Studio and authorizing contract execution subject to availability of funds. On May 23, 2013, HUD approved a budget revision submitted for Capital Fund Program Grant VA36P01150112 which made funds available for the contract. Contract execution is scheduled for the first week of June 2013.

**RED-12-10-09**

**Request for Proposals for Green Physical Needs Assessment, Energy Audit, and Updating Section 504 Transition Plan for Roanoke Redevelopment and Housing Authority** was issued October 28, 2012. A pre-proposal conference was held November 7, 2012. Comments were received by November 13, 2012. Five (5) proposals were received by November 20, 2012. The Executive Director appointed an Evaluation Panel of five (5) staff members. The first round of evaluation of proposals has been completed and competitive



range established. All firms within the competitive range have been requested to submit Best and Final Offer. Best and Final Offers are due June 5, 2013.

**RED-13-03-27**

**Invitation for Bid for Replacement of Domestic Hot Water Heaters for Villages at Lincoln, AMP 202** was issued April 7, 2013. A pre-bid meeting was conducted April 17, 2013. Comments were received until April 23, 2013. Three (3) responsive bids were received by April 30, 2013 and opened on May 1, 2013. Valley Boiler and Mechanical, Inc. was the lowest responsive and responsible bidder. RRHA Board of Commissioners approved Resolution No. 3745 on May 20, 2013, accepting the bid from Valley Boiler and Mechanical, Inc. A contract with a fixed amount of \$126,110 is scheduled to be executed the first week of June 2013.

**RED-13-04-15**

**Invitation for Bid for Replacement of Rooftop HVAC Equipment for Melrose Towers, AMP 206** was issued April 21, 2013. A pre-bid meeting was conducted May 1, 2013. Comments were due May 7, 2013. One responsive bid was received May 14, 2013 and opened on May 15, 2013. Bid evaluation is continuing.

**RED-13-05-08**

**Invitation for Bid for Site Improvements for Melrose Towers, AMP 206** was issued May 19, 2013. A pre-bid meeting was conducted May 29, 2013. Comments were due June 4, 2013. Bids are due June 11, 2013.

**RED-13-05-13**

**Invitation for Bid for Repairs to Brick Veneer – Phase 1 for Melrose Towers, AMP 206** was issued May 19, 2013. A pre-bid meeting was conducted May 28, 2013. Comments are due June 4, 2013. Bids are due June 11, 2013.

**II. Operating Budget**

A. Contracts Awarded

B. Solicitations Pending

**III. Other Grants and Projects**

A. Contracts Awarded

B. Solicitations Pending

**RED-13-03-24**

**Request for Proposals for Choice Neighborhoods Master Planning Services** was issued March 24, 2013. A pre-proposal conference was conducted April 10, 2013. Comments were received until April 17, 2013. Two responsive proposals were received May 2, 2013. The Executive Director appointed an Evaluation Panel of four (4) RRHA staff members, a representative from the City of Roanoke, a representative from the Joint Resident Council, Inc., and a representative from the Loudon-Melrose/Shenandoah West neighborhood. Evaluation of proposals is continuing.

**IV. Protests**

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**

**Workers' Compensation Loss Run**

**Monthly Activity Summary for**

**Fiscal Year 2012 - 2013**

<b>Month</b>	<b>Lost Work Time</b>	<b>Medical Claim Only</b>
October 2012	0	0
November 2012	0	0
December 2012	0	0
January 2013	0	1
February 2013	0	1
March 2013	1	0
April 2013	0	0
May 2013	0	2
June 2013		
July 2013		
August 2013		
September 2013		

# FINANCE DIVISION

DEPARTMENT OF FINANCE

MAY 31, 2013

FINANCIAL NARRATIVE REPORT

# FINANCE REPORT

## **Public Housing – page 23**

Public Housing sites are continuing to use reserves to fund operations and have used a total of approximately \$2.8 million dollars as of May 31st. HUD is estimating that it will fund public housing operating subsidy at 81% for the first quarter and at 73% for the remainder of the year in a letter that was issued to PHAs during April.

Dwelling Rental Revenues are continuing to show favorable budget variances. Public Housing Accounts Receivable balances decreased approximately 11% during the month of May. Public Housing occupancy rates remain relatively close to 99% for most sites.

Total expenses are under budget approximately \$322,000 due to expenses that have been budgeted but have not been incurred to date.

Ordinary maintenance is over budget due to the painting costs at Lansdowne Park, basement repairs for water damage at the Villages at Lincoln, and exterior door repairs and painting that has been completed at Morningside Manor.

Extraordinary Maintenance is over budget due to the costs for boiler improvements at Lansdowne Park, paving repairs that were completed at the Villages at Lincoln and Lease Purchase developments, concrete sidewalk repairs at Jamestown Place, porch replacements at the Lease Purchase sites, repairs to the emergency generator and fire repairs completed at Melrose Towers.

Betterments and Additions is under budget \$405,000 due to expenses that have been budgeted but have not been incurred to date. Some budgeted work is in progress and has incurred progress billings as of May 31st.

## **Central Office – page 33**

The central office cost center is reporting a net income of approximately \$119,000.

Total Revenues are over budget due to the higher occupancy rates in property management, service fee work performed over the amount budgeted, and other income received in November.

Total Expenses are approximately \$65,000 under budget with most categories reporting favorable variances due to budgeted expenses that have not been incurred at May 31st.

Ordinary Maintenance expenses are over budget due to an increase in salaries for overtime and additional supplies that were purchased.

### **Section 8 – page 34**

Section 8 is reporting a net loss of approximately \$47,000 due to the administrative fee proration RRHA is receiving for the Section 8 program which is currently being funded at 69% and due to the Administrative Expenses being over budget as a result of the third payroll that was paid for the month of May.

RRHA received a funding notice from HUD regarding the Housing Assistance Payments (HAP) funding for the remainder of the calendar year. Since receiving the funding notice, RRHA has implemented cost saving measures in an effort to reduce HAP expenses. It is anticipated that the HAP expenses will continue to increase over the course of the next few months due to the nature of the program. It is anticipated that RRHA will need to use approximately \$700,000 of the existing \$900,000 unrestricted net assets reserves. Managing the program in the future with such little reserves on hand will be very difficult for RRHA.

DEPARTMENT OF FINANCE

MAY 31, 2013

MONTHLY FINANCIAL STATEMENTS  
AND ACTIVITY REPORT



## CASH ACTIVITY AS OF 5/31/13

<b>NON RESTRICTED CHECKING ACCOUNTS</b>			
<b>BANK</b>	<b>TYPE OF ACCOUNT</b>	<b>BALANCE</b>	
SunTrust Bank	Checking	<b>8,912,217.63</b>	**
Less:	Outstanding checks	(114,242.82)	**
SunTrust Bank	Section 8	(26,828.27)	**
		<b>8,771,146.54</b>	

<b>RESTRICTED CASH ACCOUNTS</b>				
<b>BANK</b>	<b>TYPE OF ACCOUNT</b>	<b>YIELD</b>	<b>BALANCE</b>	
US Bank/Evergreen Money Market	Capital Fund Revenue Bond	0.00%	352,812.50	*
SunTrust Bank	Section 8 FSS Escrow	0.10%	117,349.02	**
SunTrust Bank	Public Housing FSS Escrow	0.07%	47,934.19	**
SunTrust Bank	Refinancing Loan Account	0%	-	**
SunTrust Bank	Funding Loan Account	0%	11,125.81	**
SunTrust Bank	Mortgage Loan Loss Reserve	0%	157,322.99	**
			<b>686,544.51</b>	

<b>INVESTMENTS</b>	<b>MATURITY DATE</b>	<b>YIELD</b>	<b>PRINCIPAL VALUE</b>
FHL Bank Cons Bond	03/11/16	1.62%	500,000.00
FHL Bank Cons Bond	09/11/15	1.48%	500,000.00
FHL Mtg Corp Agency Corp Med Term Note	11/13/14	1.25%	600,000.00
FHL Mortg Corp Agency Coupon	01/30/14	1.00%	1,000,000.00
			<b>2,600,000.00</b>

\* Indicates statement balance as of 4/30/13

\*\* Indicates statement balance as of 5/31/13

# BALANCE SHEETS

AS OF MAY 31, 2013

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Public Housing Consolidated**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	6,075,682	5,513,805
Cash - restricted	425,554	428,065
Investments	2,686,679	2,680,673
Accounts Receivable	80,011	71,464
Notes & Mortgage Receivable	87,000	87,000
Due from other governments	0	0
Inventory	0	0
Other Assets	221,371	196,019
Interprogram-due from	0	0
<b>Total Current Assets</b>	9,576,297	8,977,026
 Fixed Assets, net of depreciation	 14,516,960	 14,516,960
<b>Total Noncurrent Assets</b>	14,516,960	14,516,960
 <b>Total Assets</b>	 24,093,257	 23,493,986
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	129,621	132,364
Due to other governments	162,485	173,912
Other Liabilities	207,005	208,054
Interprogram-due to	0	0
Bonds & Notes Payable	645,421	645,421
<b>Total Liabilities</b>	1,144,532	1,159,751
 <b>EQUITY</b>		
Investment in general fixed assets	13,871,539	13,871,539
Retained Earnings - current	5,155	6,269
Operating Reserve	9,788,941	9,788,941
Operating Reserve Used	(716,910)	(1,332,514)
<b>Total Fund Equity</b>	22,948,725	22,334,235
 <b>Total Liabilities and Fund Equity</b>	 24,093,257	 23,493,986

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**PH Lansdowne Park**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	1,138,821	1,129,257
Cash - restricted	4,756	4,942
Investments	195,839	214,211
Accounts Receivable	18,328	18,061
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	20,037	14,486
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,377,781	1,380,957
 Fixed Assets, net of depreciation	 3,560,155	 3,560,155
<b>Total Noncurrent Assets</b>	3,560,155	3,560,155
 <b>Total Assets</b>	 4,937,936	 4,941,112
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	29,941	30,425
Due to other governments	14,430	15,882
Other Liabilities	36,324	36,535
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	80,695	82,842
 <b>EQUITY</b>		
Investment in general fixed assets	3,560,155	3,560,155
Retained Earnings - current	0	0
Operating Reserve	1,631,362	1,631,362
Operating Reserve Used	(334,276)	(333,247)
<b>Total Fund Equity</b>	4,857,241	4,858,270
 <b>Total Liabilities and Fund Equity</b>	 4,937,936	 4,941,112

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**PH Villages at Lincoln**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	850,880	851,026
Cash - restricted	402,026	403,540
Investments	146,322	161,432
Accounts Receivable	4,931	6,642
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	135,246	131,915
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,539,405	1,554,555
 Fixed Assets, net of depreciation	 4,117,629	 4,117,629
<b>Total Noncurrent Assets</b>	4,117,629	4,117,629
 <b>Total Assets</b>	 5,657,034	 5,672,184
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	20,765	21,169
Due to other governments	21,796	23,152
Other Liabilities	37,684	39,299
Interprogram-due to	0	0
Bonds & Notes Payable	645,421	645,421
<b>Total Liabilities</b>	725,666	729,041
 <b>EQUITY</b>		
Investment in general fixed assets	3,472,208	3,472,208
Retained Earnings - current	0	0
Operating Reserve	1,534,522	1,534,522
Operating Reserve Used	(75,362)	(63,587)
<b>Total Fund Equity</b>	4,931,368	4,943,143
 <b>Total Liabilities and Fund Equity</b>	 5,657,034	 5,672,184

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH Hurt Park**

**Balance Sheet  
(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	156,869	157,279
Cash - restricted	0	0
Investments	520,562	519,964
Accounts Receivable	1,302	2,604
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	0	0
Interprogram-due from	0	0
<b>Total Current Assets</b>	678,733	679,847
 Fixed Assets, net of depreciation	 0	 0
<b>Total Noncurrent Assets</b>	0	0
 <b>Total Assets</b>	678,733	679,847
 <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	5,155	6,269
Operating Reserve	673,578	673,578
Operating Reserve Used	0	0
<b>Total Fund Equity</b>	678,733	679,847
 <b>Total Liabilities and Fund Equity</b>	678,733	679,847

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH Hunt Manor and Bluestone Park**

**Balance Sheet  
(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	672,420	659,116
Cash - restricted	7,535	7,646
Investments	115,633	125,029
Accounts Receivable	7,803	13,587
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	11,814	8,312
Interprogram-due from	0	0
<b>Total Current Assets</b>	815,205	813,690
 Fixed Assets, net of depreciation	 1,662,435	 1,662,435
<b>Total Noncurrent Assets</b>	1,662,435	1,662,435
 <b>Total Assets</b>	 2,477,640	 2,476,125
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	21,093	21,541
Due to other governments	13,500	14,749
Other Liabilities	27,242	27,353
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	61,835	63,643
 <b>EQUITY</b>		
Investment in general fixed assets	1,662,435	1,662,435
Retained Earnings - current	0	0
Operating Reserve	771,550	771,550
Operating Reserve Used	(18,180)	(21,503)
<b>Total Fund Equity</b>	2,415,805	2,412,482
 <b>Total Liabilities and Fund Equity</b>	 2,477,640	 2,476,125

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH Melrose Towers**

**Balance Sheet  
(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	1,087,883	581,971
Cash - restricted	0	0
Investments	444,444	366,943
Accounts Receivable	12,473	10,993
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	12,444	8,813
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,557,244	968,720
 Fixed Assets, net of depreciation	 815,668	 815,668
<b>Total Noncurrent Assets</b>	815,668	815,668
 <b>Total Assets</b>	 2,372,912	 1,784,388
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	19,108	19,484
Due to other governments	49,941	53,217
Other Liabilities	35,882	34,295
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	104,931	106,996
 <b>EQUITY</b>		
Investment in general fixed assets	815,668	815,668
Retained Earnings - current	0	0
Operating Reserve	1,482,447	1,482,447
Operating Reserve Used	(30,134)	(620,723)
<b>Total Fund Equity</b>	2,267,981	1,677,392
 <b>Total Liabilities and Fund Equity</b>	 2,372,912	 1,784,388



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**PH Jamestown Place**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	944,793	939,320
Cash - restricted	4,545	4,639
Investments	419,837	434,729
Accounts Receivable	9,494	7,303
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	13,732	10,319
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,392,401	1,396,310
 Fixed Assets, net of depreciation	 2,477,132	 2,477,132
<b>Total Noncurrent Assets</b>	2,477,132	2,477,132
 <b>Total Assets</b>	 3,869,533	 3,873,442
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	15,158	15,462
Due to other governments	18,970	20,231
Other Liabilities	19,394	19,588
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	53,522	55,281
 <b>EQUITY</b>		
Investment in general fixed assets	2,477,132	2,477,132
Retained Earnings - current	0	0
Operating Reserve	1,430,502	1,430,502
Operating Reserve Used	(91,623)	(89,473)
<b>Total Fund Equity</b>	3,816,011	3,818,161
 <b>Total Liabilities and Fund Equity</b>	 3,869,533	 3,873,442

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH Morningside Manor**

**Balance Sheet  
(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	371,536	359,349
Cash - restricted	0	0
Investments	63,891	68,165
Accounts Receivable	5,173	4,632
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	7,207	5,352
Interprogram-due from	0	0
<b>Total Current Assets</b>	447,807	437,498
 Fixed Assets, net of depreciation	 484,216	 484,216
<b>Total Noncurrent Assets</b>	484,216	484,216
 <b>Total Assets</b>	 932,023	 921,714
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	14,496	14,809
Due to other governments	23,592	24,793
Other Liabilities	20,555	20,255
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	58,643	59,857
 <b>EQUITY</b>		
Investment in general fixed assets	484,216	484,216
Retained Earnings - current	0	0
Operating Reserve	440,185	440,185
Operating Reserve Used	(51,021)	(62,544)
<b>Total Fund Equity</b>	873,380	861,857
 <b>Total Liabilities and Fund Equity</b>	 932,023	 921,714

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PH Indian Rock Village**

**Balance Sheet  
(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	241,875	238,203
Cash - restricted	1,716	1,834
Investments	41,594	45,186
Accounts Receivable	8,823	7,507
Notes & Mortgage Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other Assets	18,627	15,242
Interprogram-due from	0	0
<b>Total Current Assets</b>	312,635	307,972
 Fixed Assets, net of depreciation	 966,379	 966,379
<b>Total Noncurrent Assets</b>	966,379	966,379
 <b>Total Assets</b>	 1,279,014	 1,274,351
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	5,680	6,029
Due to other governments	13,379	14,567
Other Liabilities	17,449	17,766
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	36,508	38,362
 <b>EQUITY</b>		
Investment in general fixed assets	966,379	966,379
Retained Earnings - current	0	0
Operating Reserve	288,894	288,894
Operating Reserve Used	(12,767)	(19,284)
<b>Total Fund Equity</b>	1,242,506	1,235,989
 <b>Total Liabilities and Fund Equity</b>	 1,279,014	 1,274,351

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Lease Purchase Homes**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	610,605	598,284
Cash - restricted	4,976	5,464
Investments	738,557	745,014
Accounts Receivable	11,684	135
Notes & Mortgage Receivable	87,000	87,000
Due from other governments	0	0
Inventory	0	0
Other Assets	2,264	1,580
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,455,086	1,437,477
 Fixed Assets, net of depreciation	 433,346	 433,346
<b>Total Noncurrent Assets</b>	433,346	433,346
 <b>Total Assets</b>	 1,888,432	 1,870,823
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	3,380	3,445
Due to other governments	6,877	7,321
Other Liabilities	12,475	12,963
Interprogram-due to	0	0
Bonds & Notes Payable	0	0
<b>Total Liabilities</b>	22,732	23,729
 <b>EQUITY</b>		
Investment in general fixed assets	433,346	433,346
Retained Earnings - current	0	0
Operating Reserve	1,535,901	1,535,901
Operating Reserve Used	(103,547)	(122,153)
<b>Total Fund Equity</b>	1,865,700	1,847,094
 <b>Total Liabilities and Fund Equity</b>	 1,888,432	 1,870,823

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Central Office**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	1,527,404	1,505,791
Cash - restricted	0	0
Investments	0	0
Accounts Receivable	186,989	190,452
Notes & Mortgage Receivable	39,368	39,368
Due from other governments	0	0
Inventory	0	0
Other Assets	13,841	11,162
Interprogram-due from	0	0
<b>Total Current Assets</b>	1,767,602	1,746,773
 Restricted Fixed Assets, net of depreciation	 1,788	 1,788
<b>Total Noncurrent Assets</b>	1,788	1,788
 <b>Total Assets</b>	 1,769,390	 1,748,561
 <b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued Liabilities	76,218	77,638
Due to other governments	0	0
Other Liabilities	274,354	262,984
<b>Total Liabilities</b>	350,572	340,622
 <b>EQUITY</b>		
Investment in general fixed assets	1,788	1,788
Retained Earnings - current	128,995	118,635
Operating Reserve	1,288,035	1,287,516
<b>Total Fund Equity</b>	1,418,818	1,407,939
 <b>Total Liabilities and Fund Equity</b>	 1,769,390	 1,748,561

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Section 8**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	1,226,430	1,094,864
Investments	0	0
Accounts receivable	40,817	42,147
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	126,072	122,985
Interprogram due from	0	0
Fixed assets net of depreciation	45,760	45,760
	<hr/>	<hr/>
<b>Total Assets</b>	<b>1,439,079</b>	<b>1,305,756</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued liabilities	171,019	169,125
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>171,019</b>	<b>169,125</b>
<b>EQUITY</b>		
Investment in general fixed assets	45,760	45,760
Retained Earnings - current	(23,564)	(47,079)
Operating Reserve	1,245,864	1,137,950
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>1,268,060</b>	<b>1,136,631</b>
	<hr/>	<hr/>
<b>Total Liabilities and Equity</b>	<b>1,439,079</b>	<b>1,305,756</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Community Development Block Grant / HOME Investment Partnership**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	62,939	66,030
Investments	0	0
Accounts receivable	0	0
Notes & Mortgages Receivable	2,928,704	2,925,823
Due from other governments	8,573	8,573
Inventory	0	0
Other assets	0	0
Interprogram due from	0	0
Fixed assets, net of depreciation	5,654,998	5,654,998
	<hr/>	<hr/>
<b>Total Assets</b>	<b>8,655,214</b>	<b>8,655,424</b>
	<hr/> <hr/>	<hr/> <hr/>
 <b>LIABILITIES</b>		
Accounts payable	0	0
Accrued liabilities	0	0
Due to other governments	3,001,759	3,001,969
Other liabilities	0	0
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>3,001,759</b>	<b>3,001,969</b>
 <b>EQUITY</b>		
Investment in general fixed assets	5,653,455	5,653,455
Retained Earnings - current	0	0
Operating Reserve	0	0
	<hr/>	<hr/>
<b>Total Fund Equity</b>	<b>5,653,455</b>	<b>5,653,455</b>
 <b>Total Liabilities and Fund Equity</b>	<b>8,655,214</b>	<b>8,655,424</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**City Activities Program**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	349,972	350,332
Cash - restricted	188,520	180,805
Investments	0	0
Accounts receivable	37,432	37,432
Notes & Mortgages Receivable	2,306,934	2,301,071
Due from other governments	15,252	15,252
Inventory	0	0
Other assets	76	38
Interprogram due from	200,000	200,000
Fixed assets, net of depreciation	2,675,118	2,652,705
<b>Total Assets</b>	<b>5,773,304</b>	<b>5,737,635</b>
<b>LIABILITIES</b>		
Accounts payable	0	0
Accrued liabilities	0	0
Due to other governments	1,901,307	1,902,442
Other liabilities	945	945
Bonds & Notes payable	720,427	708,547
Interprogram due to	0	0
<b>Total Liabilities</b>	<b>2,622,679</b>	<b>2,611,934</b>
<b>EQUITY</b>		
Investment in general fixed assets	2,675,118	2,652,705
Retained Earnings - current	(4,229)	(6,740)
Operating Reserve	479,736	479,736
<b>Total Fund Equity</b>	<b>3,150,625</b>	<b>3,125,701</b>
<b>Total Liabilities and Fund Equity</b>	<b>5,773,304</b>	<b>5,737,635</b>



**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Homeownership Opportunities Program**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	753,865	753,865
Investments	0	0
Accounts receivable	0	0
Notes & Mortgages Receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	40,661	40,661
Interprogram due from	0	0
Fixed assets, net of depreciation	0	0
	<hr/>	<hr/>
<b>Total Assets</b>	<b>794,526</b>	<b>794,526</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	(592)	(592)
Operating Reserve	795,118	795,118
	<hr/>	<hr/>
<b>Total Fund Equity</b>	<b>794,526</b>	<b>794,526</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Total Liabilities and Fund Equity</b>	<b>794,526</b>	<b>794,526</b>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Hackley**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	314,359	319,225
Investments	0	0
Accounts Receivable	(2,097)	(1,907)
Notes & Mortgages receivable	429,500	429,500
Due from other governments	0	0
Inventory	0	0
Other assets	1,771	1,432
Interprogram due from	0	0
Fixed assets net of depreciation	164,275	164,275
	<hr/>	<hr/>
<b>Total Assets</b>	<b>907,808</b>	<b>912,525</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued liabilities	32,777	31,277
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>32,777</b>	<b>31,277</b>
<b>EQUITY</b>		
Investment in general fixed assets	164,275	164,275
Retained Earnings - current	46,783	52,999
Operating Reserve	663,973	663,974
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>875,031</b>	<b>881,248</b>
<b>Total Liabilities and Equity</b>	<b>907,808</b>	<b>912,525</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Jamison & Downing**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	(393,653)	(394,616)
Investments	0	0
Accounts receivable	5,513	5,810
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	156	102
Interprogram due from	0	0
Fixed assets net of depreciation	157,931	157,931
	<hr/>	<hr/>
<b>Total Assets</b>	<b>(230,053)</b>	<b>(230,773)</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	0	0
Accrued liabilities	920	920
Due to other governments	0	0
Other liabilities	0	0
Bonds & Notes payable	110,116	109,320
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>111,036</b>	<b>110,240</b>
<b>EQUITY</b>		
Investment in general fixed assets	39,375	39,375
Retained Earnings - current	1,797	1,873
Operating Reserve	(382,261)	(382,261)
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>(341,089)</b>	<b>(341,013)</b>
<b>Total Liabilities and Equity</b>	<b>(230,053)</b>	<b>(230,773)</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Private Management**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	(175,907)	(183,337)
Investments	0	0
Accounts receivable	157,143	165,667
Notes & Mortgages receivable	0	0
Due from other governments	0	0
Inventory	0	0
Other assets	8,787	7,657
Interprogram due from	0	0
Fixed assets net of depreciation	3,935	3,935
	<hr/>	<hr/>
<b>Total Assets</b>	<b>(6,042)</b>	<b>(6,078)</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>LIABILITIES</b>		
Accounts Payable	89	89
Accrued liabilities	12,001	12,002
Due to other governments	0	0
Other liabilities	5,847	5,847
Bonds & Notes payable	0	0
Interprogram due to	0	0
	<hr/>	<hr/>
<b>Total Liabilities</b>	<b>17,937</b>	<b>17,938</b>
<b>EQUITY</b>		
Investment in general fixed assets	3,935	3,935
Retained Earnings - current	0	0
Operating Reserve	(27,914)	(27,951)
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>(23,979)</b>	<b>(24,016)</b>
	<hr/>	<hr/>
<b>Total Liabilities and Equity</b>	<b>(6,042)</b>	<b>(6,078)</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Private Development**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	(452,751)	(452,650)
Investments	0	0
Accounts receivable	0	0
Notes & Mortgages receivable	26,015	26,015
Due from other governments	0	0
Inventory	0	0
Other assets	344,400	344,400
Interprogram due from	0	0
Fixed assets net of depreciation	0	0
	<hr/>	<hr/>
<b>Total Assets</b>	<b>(82,336)</b>	<b>(82,235)</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	(101)	0
Operating Reserve	(82,235)	(82,235)
	<hr/>	<hr/>
<b>Total fund equity</b>	<b>(82,336)</b>	<b>(82,235)</b>
	<hr/>	<hr/>
<b>Total Liabilities and Equity</b>	<b>(82,336)</b>	<b>(82,235)</b>
	<hr/> <hr/>	<hr/> <hr/>

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**Capital Fund Program (551, 560, 561, 562)**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	0	(1,329)
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	0	1,329
Inventory	0	0
Other Assets	0	0
Interprogram-due from		
<b>Total Current Assets</b>	0	0
 Fixed Assets, net of depreciation	 4,474,597	 4,624,740
<b>Total Noncurrent Assets</b>	4,474,597	4,624,740
 <b>Total Assets</b>	4,474,597	4,624,740
 <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	4,474,597	4,624,740
Retained Earnings - current	0	0
Operating Reserve	0	0
<b>Total Fund Equity</b>	4,474,597	4,624,740
 <b>Total Liabilities and Fund Equity</b>	4,474,597	4,624,740

\* Due to timing

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY**  
**ROSS Grants (659, 671, 674, 676)**

**Balance Sheet**  
**(unaudited)**

**May 31, 2013**

<b>ASSETS</b>	<b>Apr-13</b>	<b>May-13</b>
Cash - unrestricted	(9,956)	(11,096)
Investments	0	0
Accounts Receivable	0	0
Notes & Mortgage Receivable	0	0
Due from other governments	9,956	11,096
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

# REVENUE AND EXPENSE STATEMENTS

FOR THE PERIOD

OCTOBER 1, 2012 – MAY 31, 2013



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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	2,779,420.00	1,852,946.67	1,922,658.33	69,711.66
Excess Utilities	95,533.00	63,688.67	66,433.98	2,745.31
Interest Income	21,643.00	14,428.67	22,899.79	8,471.12
Other Income	159,890.00	106,593.33	180,350.48	73,757.15
Operating Subsidy	2,550,907.00	1,700,604.67	1,518,840.01	(181,764.66)
Utilities Subsidy	1,489,688.00	993,125.33	877,722.74	(115,402.59)
<b>Total Revenues</b>	<b>7,097,081.00</b>	<b>4,731,387.33</b>	<b>4,588,905.33</b>	<b>(142,482.00)</b>
<b>EXPENSES</b>				
Administration	1,152,882.00	768,588.00	754,243.33	14,344.67
Central Office Property Management Fees	801,346.00	534,230.67	569,516.59	(35,285.92)
Central Office Bookkeeping Fees	107,903.00	71,935.33	75,157.50	(3,222.17)
Tenant Services	273,681.00	182,454.00	150,689.69	31,764.31
Utilities Expense	2,071,921.00	1,381,280.67	1,287,000.85	94,279.82
Ordinary Maintenance	2,312,894.00	1,541,929.33	1,638,918.41	(96,989.08)
General	531,965.00	354,643.33	317,220.53	37,422.80
P.I.L.O.T.	80,304.00	53,536.00	70,209.13	(16,673.13)
Extraordinary Maintenance	164,500.00	109,666.67	218,008.07	(108,341.40)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	1,859,000.00	1,239,333.33	834,184.26	405,149.07
<b>Total Expenses</b>	<b>9,356,396.00</b>	<b>6,237,597.33</b>	<b>5,915,148.36</b>	<b>322,448.97</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(2,259,315.00)</b>	<b>(1,506,210.00)</b>	<b>(1,326,243.03)</b>	<b>179,966.97</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	2,275,000.00	1,516,666.67	1,332,512.36	(184,154.31)
Other Income-trf from Capital Fund	-	-	14,625.00	14,625.00
Interest on Notes/Bonds Payable	-	-	(14,625.00)	(14,625.00)
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<u>2,275,000.00</u>	<u>1,516,666.67</u>	<u>1,332,512.36</u>	<u>(184,154.31)</u>
<b>Difference in Revenue &amp; Expense</b>	<b>15,685.00</b>	<b>10,456.67</b>	<b>6,269.33</b>	<b>(4,187.34)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	642,132.00	428,088.00	403,347.54	(24,740.46)
Excess Utilities	23,383.00	15,588.67	22,742.67	7,154.00
Interest Income	1,000.00	666.67	1,769.35	1,102.68
Other Income	28,000.00	18,666.67	41,835.85	23,169.18
Operating Subsidy	687,310.00	458,206.67	403,184.78	(55,021.89)
Utilities Subsidy	423,385.00	282,256.67	247,112.97	(35,143.70)
<b>Total Revenues</b>	<b>1,805,210.00</b>	<b>1,203,473.33</b>	<b>1,119,993.16</b>	<b>(83,480.17)</b>
<b>EXPENSES</b>				
Administration	235,868.00	157,245.33	182,649.59	(25,404.26)
Central Office Property Management Fees	190,494.00	126,996.00	135,766.01	(8,770.01)
Central Office Bookkeeping Fees	25,650.00	17,100.00	17,917.50	(817.50)
Tenant Services	58,232.00	38,821.33	25,675.66	13,145.67
Utilities Expense	642,100.00	428,066.67	377,910.90	50,155.77
Ordinary Maintenance	538,677.00	359,118.00	434,624.84	(75,506.84)
General	132,303.00	88,202.00	79,808.51	8,393.49
P.I.L.O.T.	2,342.00	1,561.33	4,817.93	(3,256.60)
Extraordinary Maintenance	47,000.00	31,333.33	42,777.50	(11,444.17)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	590,000.00	393,333.33	151,291.22	242,042.11
<b>Total Expenses</b>	<b>2,462,666.00</b>	<b>1,641,777.33</b>	<b>1,453,239.66</b>	<b>188,537.67</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(657,456.00)</b>	<b>(438,304.00)</b>	<b>(333,246.50)</b>	<b>105,057.50</b>
<b>Non-Oper. Revenue/Expenses</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	658,000.00	438,666.67	333,246.50	(105,420.17)
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>658,000.00</b>	<b>438,666.67</b>	<b>333,246.50</b>	<b>(105,420.17)</b>
<b>Difference in Revenue &amp; Expense</b>	<b>544.00</b>	<b>362.67</b>	<b>-</b>	<b>(362.67)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUES</b>				
Dwelling Rental	262,000.00	174,666.67	189,833.17	15,166.50
Excess Utilities	-	-	-	-
Interest Income	1,000.00	666.67	1,175.46	508.79
Other Income	14,000.00	9,333.33	25,520.10	16,186.77
Operating Subsidy	430,819.00	287,212.67	264,085.81	(23,126.86)
Utilities Subsidy	121,485.00	80,990.00	72,959.94	(8,030.06)
<b>Total Revenues</b>	<b>829,304.00</b>	<b>552,869.33</b>	<b>553,574.48</b>	<b>705.15</b>
<b>EXPENSES</b>				
Administration	144,356.00	96,237.33	103,119.17	(6,881.84)
Central Office Property Management Fees	104,772.00	69,848.00	74,618.30	(4,770.30)
Central Office Bookkeeping Fees	14,108.00	9,405.33	9,847.50	(442.17)
Tenant Services	33,972.00	22,648.00	12,090.76	10,557.24
Utilities Expense	146,150.00	97,433.33	94,245.86	3,187.47
Ordinary Maintenance	303,683.00	202,455.33	238,930.59	(36,475.26)
General	69,805.00	46,536.67	38,075.60	8,461.07
P.I.L.O.T.	11,585.00	7,723.33	9,558.73	(1,835.40)
Extraordinary Maintenance	40,000.00	26,666.67	36,674.51	(10,007.84)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	90,000.00	60,000.00	-	60,000.00
<b>Total Expenses</b>	<b>958,431.00</b>	<b>638,954.00</b>	<b>617,161.02</b>	<b>21,792.98</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(129,127.00)</b>	<b>(86,084.67)</b>	<b>(63,586.54)</b>	<b>22,498.13</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	130,000.00	86,666.67	63,586.54	(23,080.13)
Other Income-trf from Capital Fund	-	-	14,625.00	14,625.00
Interest on Notes/Bonds Payable	-	-	(14,625.00)	(14,625.00)
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
Cost of Assets Disposed	-	-	-	-
	130,000.00	86,666.67	63,586.54	(23,080.13)
<b>Difference in Revenue &amp; Expense</b>	<b>873.00</b>	<b>582.00</b>	<b>-</b>	<b>(582.00)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	-	-	-	-
Excess Utilities	-	-	-	-
Interest Income	8,443.00	5,628.67	5,628.99	0.32
Other Income	-	-	654.34	654.34
Operating Subsidy	-	-	-	-
Utilities Subsidy	-	-	-	-
<b>Total Revenues</b>	<b>8,443.00</b>	<b>5,628.67</b>	<b>6,283.33</b>	<b>654.66</b>
<b>EXPENSES</b>				
Administration	-	-	14.00	(14.00)
Central Office Property Management Fees	-	-	-	-
Central Office Bookkeeping Fees	-	-	-	-
Tenant Services	-	-	-	-
Utilities Expense	-	-	-	-
Ordinary Maintenance	-	-	-	-
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>-</b>	<b>-</b>	<b>14.00</b>	<b>(14.00)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>8,443.00</b>	<b>5,628.67</b>	<b>6,269.33</b>	<b>640.66</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>	<b>8,443.00</b>	<b>5,628.67</b>	<b>6,269.33</b>	<b>640.66</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	374,088.00	249,392.00	263,849.50	14,457.50
Excess Utilities	23,150.00	15,433.33	14,393.21	(1,040.12)
Interest Income	200.00	133.33	921.85	788.52
Other Income	15,590.00	10,393.33	13,264.39	2,871.06
Operating Subsidy	411,306.00	274,204.00	235,335.30	(38,868.70)
Utilities Subsidy	249,465.00	166,310.00	144,236.20	(22,073.80)
	1,073,799.00	715,866.00	672,000.45	(43,865.55)
<b>Total Revenues</b>				
<b>EXPENSES</b>				
Administration	186,000.00	124,000.00	96,650.48	27,349.52
Central Office Property Management Fees	109,217.00	72,811.33	78,086.59	(5,275.26)
Central Office Bookkeeping Fees	14,706.00	9,804.00	10,305.00	(501.00)
Tenant Services	25,771.00	17,180.67	14,925.43	2,255.24
Utilities Expense	331,471.00	220,980.67	216,267.84	4,712.83
Ordinary Maintenance	356,134.00	237,422.67	241,985.24	(4,562.57)
General	79,719.00	53,146.00	38,029.80	15,116.20
P.I.L.O.T.	6,577.00	4,384.67	6,197.49	(1,812.82)
Extraordinary Maintenance	27,500.00	18,333.33	(8,944.74)	27,278.07
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	70,000.00	46,666.67	-	46,666.67
	1,207,095.00	804,730.00	693,503.13	111,226.87
<b>Total Expenses</b>				
<b>Diff In Oper Revenues &amp; Expenses</b>	(133,296.00)	(88,864.00)	(21,502.68)	67,361.32
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	134,000.00	89,333.33	21,502.68	(67,830.65)
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	134,000.00	89,333.33	21,502.68	(67,830.65)
<b>Difference in Revenue &amp; Expense</b>	704.00	469.33	-	(469.33)

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	572,000.00	381,333.33	398,274.21	16,940.88
Excess Utilities	-	-	-	-
Interest Income	2,000.00	1,333.33	3,079.76	1,746.43
Other Income	60,500.00	40,333.33	44,606.73	4,273.40
Operating Subsidy	252,293.00	168,195.33	151,229.64	(16,965.69)
Utilities Subsidy	200,435.00	133,623.33	119,697.86	(13,925.47)
<b>Total Revenues</b>	<b>1,087,228.00</b>	<b>724,818.67</b>	<b>716,888.20</b>	<b>(7,930.47)</b>
<b>EXPENSES</b>				
Administration	152,431.00	101,620.67	104,388.13	(2,767.46)
Central Office Property Management Fees	134,616.00	89,744.00	95,596.95	(5,852.95)
Central Office Bookkeeping Fees	18,126.00	12,084.00	12,615.00	(531.00)
Tenant Services	64,149.00	42,766.00	46,579.91	(3,813.91)
Utilities Expense	276,000.00	184,000.00	184,261.78	(261.78)
Ordinary Maintenance	319,116.00	212,744.00	218,566.04	(5,822.04)
General	67,055.00	44,703.33	48,972.12	(4,268.79)
P.I.L.O.T.	29,600.00	19,733.33	21,401.24	(1,667.91)
Extraordinary Maintenance	25,000.00	16,666.67	16,815.98	(149.31)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	825,000.00	550,000.00	588,413.94	(38,413.94)
<b>Total Expenses</b>	<b>1,911,093.00</b>	<b>1,274,062.00</b>	<b>1,337,611.09</b>	<b>(63,549.09)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(823,865.00)</b>	<b>(549,243.33)</b>	<b>(620,722.89)</b>	<b>(71,479.56)</b>
<b>Non-Oper. Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	825,000.00	550,000.00	620,722.89	70,722.89
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<u>825,000.00</u>	<u>550,000.00</u>	<u>620,722.89</u>	<u>70,722.89</u>
<b>Difference in Revenue &amp; Expense</b>	<b>1,135.00</b>	<b>756.67</b>	<b>-</b>	<b>(756.67)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	280,000.00	186,666.67	225,363.65	38,696.98
Excess Utilities	23,000.00	15,333.33	12,745.72	(2,587.61)
Interest Income	2,000.00	1,333.33	3,100.73	1,767.40
Other Income	15,800.00	10,533.33	30,479.90	19,946.57
Operating Subsidy	328,470.00	218,980.00	197,222.99	(21,757.01)
Utilities Subsidy	193,062.00	128,708.00	115,829.51	(12,878.49)
<b>Total Revenues</b>	<b>842,332.00</b>	<b>561,554.67</b>	<b>584,742.50</b>	<b>23,187.83</b>
<b>EXPENSES</b>				
Administration	157,707.00	105,138.00	107,990.69	(2,852.69)
Central Office Property Management Fees	95,247.00	63,498.00	67,293.63	(3,795.63)
Central Office Bookkeeping Fees	12,825.00	8,550.00	8,880.00	(330.00)
Tenant Services	21,387.00	14,258.00	12,350.04	1,907.96
Utilities Expense	271,000.00	180,666.67	134,310.83	46,355.84
Ordinary Maintenance	317,418.00	211,612.00	195,070.03	16,541.97
General	63,630.00	42,420.00	43,461.15	(1,041.15)
P.I.L.O.T.	3,200.00	2,133.33	10,379.85	(8,246.52)
Extraordinary Maintenance	10,000.00	6,666.67	-	6,666.67
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	180,000.00	120,000.00	94,479.10	25,520.90
<b>Total Expenses</b>	<b>1,132,414.00</b>	<b>754,942.67</b>	<b>674,215.32</b>	<b>80,727.35</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(290,082.00)</b>	<b>(193,388.00)</b>	<b>(89,472.82)</b>	<b>103,915.18</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	291,000.00	194,000.00	89,472.82	(104,527.18)
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<u>291,000.00</u>	<u>194,000.00</u>	<u>89,472.82</u>	<u>(104,527.18)</u>
<b>Difference in Revenue &amp; Expense</b>	<b>918.00</b>	<b>612.00</b>	<b>-</b>	<b>(612.00)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	293,000.00	195,333.33	201,956.08	6,622.75
Excess Utilities	-	-	-	-
Interest Income	1,000.00	666.67	502.10	(164.57)
Other Income	9,000.00	6,000.00	7,598.41	1,598.41
Operating Subsidy	127,215.00	84,810.00	69,419.35	(15,390.65)
Utilities Subsidy	118,096.00	78,730.67	65,602.40	(13,128.27)
<b>Total Revenues</b>	<b>548,311.00</b>	<b>365,540.67</b>	<b>345,078.34</b>	<b>(20,462.33)</b>
<b>EXPENSES</b>				
Administration	118,460.00	78,973.33	58,159.02	20,814.31
Central Office Property Management Fees	66,673.00	44,448.67	47,626.85	(3,178.18)
Central Office Bookkeeping Fees	8,978.00	5,985.33	6,285.00	(299.67)
Tenant Services	40,559.00	27,039.33	27,238.10	(198.77)
Utilities Expense	142,700.00	95,133.33	110,489.84	(15,356.51)
Ordinary Maintenance	164,647.00	109,764.67	125,270.70	(15,506.03)
General	37,160.00	24,773.33	23,406.04	1,367.29
P.I.L.O.T.	15,030.00	10,020.00	9,146.62	873.38
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>594,207.00</b>	<b>396,138.00</b>	<b>407,622.17</b>	<b>(11,484.17)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(45,896.00)</b>	<b>(30,597.33)</b>	<b>(62,543.83)</b>	<b>(31,946.50)</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	48,000.00	32,000.00	62,543.83	30,543.83
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<b>48,000.00</b>	<b>32,000.00</b>	<b>62,543.83</b>	<b>30,543.83</b>
<b>Difference in Revenue &amp; Expense</b>	<b>2,104.00</b>	<b>1,402.67</b>	<b>-</b>	<b>(1,402.67)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.



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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Dwelling Rental	300,000.00	200,000.00	211,362.57	11,362.57
Excess Utilities	26,000.00	17,333.33	16,552.38	(780.95)
Interest Income	500.00	333.33	326.29	(7.04)
Other Income	12,300.00	8,200.00	13,966.03	5,766.03
Operating Subsidy	282,865.00	188,576.67	169,461.52	(19,115.15)
Utilities Subsidy	179,406.00	119,604.00	108,342.23	(11,261.77)
<b>Total Revenues</b>	<b>801,071.00</b>	<b>534,047.33</b>	<b>520,011.02</b>	<b>(14,036.31)</b>
<b>EXPENSES</b>				
Administration	142,450.00	94,966.67	89,752.98	5,213.69
Central Office Property Management Fees	84,452.00	56,301.33	59,731.68	(3,430.35)
Central Office Bookkeeping Fees	11,372.00	7,581.33	7,882.50	(301.17)
Tenant Services	23,510.00	15,673.33	10,145.53	5,527.80
Utilities Expense	260,000.00	173,333.33	167,521.92	5,811.41
Ordinary Maintenance	272,602.00	181,734.67	159,166.43	22,568.24
General	71,485.00	47,656.67	37,994.51	9,662.16
P.I.L.O.T.	6,600.00	4,400.00	6,039.30	(1,639.30)
Extraordinary Maintenance	15,000.00	10,000.00	1,059.83	8,940.17
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	10,000.00	6,666.67	-	6,666.67
<b>Total Expenses</b>	<b>897,471.00</b>	<b>598,314.00</b>	<b>539,294.68</b>	<b>59,019.32</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(96,400.00)</b>	<b>(64,266.67)</b>	<b>(19,283.66)</b>	<b>44,983.01</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	97,000.00	64,666.67	19,283.66	(45,383.01)
Other Income-trf from Capital Fund	-	-	-	-
Other Income-trf to Central Office	-	-	-	-
Other Income-Lease Payments	-	-	-	-
Other Income-Replacement Housing	-	-	-	-
	<u>97,000.00</u>	<u>64,666.67</u>	<u>19,283.66</u>	<u>(45,383.01)</u>
<b>Difference in Revenue &amp; Expense</b>	<b>600.00</b>	<b>400.00</b>	<b>-</b>	<b>(400.00)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUES</b>				
Dwelling Rental	56,200.00	37,466.67	28,671.61	(8,795.06)
Excess Utilities	-	-	-	-
Interest Income	5,500.00	3,666.67	6,395.26	2,728.59
Other Income	4,700.00	3,133.33	2,424.73	(708.60)
Operating Subsidy	30,629.00	20,419.33	28,900.62	8,481.29
Utilities Subsidy	4,354.00	2,902.67	3,941.63	1,038.96
<b>Total Revenues</b>	<b>101,383.00</b>	<b>67,588.67</b>	<b>70,333.85</b>	<b>2,745.18</b>
<b>EXPENSES</b>				
Administration	15,610.00	10,406.67	11,519.27	(1,112.60)
Central Office Property Management Fees	15,875.00	10,583.33	10,796.58	(213.25)
Central Office Bookkeeping Fees	2,138.00	1,425.33	1,425.00	0.33
Tenant Services	6,101.00	4,067.33	1,684.26	2,383.07
Utilities Expense	2,500.00	1,666.67	1,991.88	(325.21)
Ordinary Maintenance	40,617.00	27,078.00	25,304.54	1,773.46
General	10,808.00	7,205.33	7,472.80	(267.47)
P.I.L.O.T.	5,370.00	3,580.00	2,667.97	912.03
Extraordinary Maintenance	-	-	129,624.99	(129,624.99)
Replacement of Equipment	-	-	-	-
Capital Replacements	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	94,000.00	62,666.67	-	62,666.67
<b>Total Expenses</b>	<b>193,019.00</b>	<b>128,679.33</b>	<b>192,487.29</b>	<b>(63,807.96)</b>
<b>Diff In Oper Revenues &amp; Expenses</b>	<b>(91,636.00)</b>	<b>(61,090.67)</b>	<b>(122,153.44)</b>	<b>(61,062.77)</b>
<b>Non-Oper.Revenue</b>				
Transfers In	-	-	-	-
Transfers Out	-	-	-	-
Reserve Used	92,000.00	61,333.33	122,153.44	60,820.11
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>92,000.00</b>	<b>61,333.33</b>	<b>122,153.44</b>	<b>60,820.11</b>
<b>Difference in Revenue &amp; Expense</b>	<b>364.00</b>	<b>242.67</b>	<b>-</b>	<b>(242.67)</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
CENTRAL OFFICE**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUES</b>				
Property Management Income	1,271,501.00	847,667.33	871,093.46	23,426.13
Service Fee Income	222,818.00	148,545.33	168,216.64	19,671.31
Asset Management & Bookkeeping Income	400,733.00	267,155.33	269,810.00	2,654.67
Interest Income	-	-	-	-
Other Income	1,200.00	800.00	4,003.50	3,203.50
<b>Total Revenues</b>	<b>1,896,252.00</b>	<b>1,264,168.00</b>	<b>1,313,123.60</b>	<b>48,955.60</b>
<b>EXPENSES</b>				
Administration	1,732,764.00	1,155,176.00	1,090,409.39	64,766.61
Tenant Services	-	-	-	-
Utilities Expense	30,800.00	20,533.33	20,092.09	441.24
Ordinary Maintenance	97,089.00	64,726.00	71,761.45	(7,035.45)
General	23,560.00	15,706.67	12,225.04	3,481.63
Extraordinary Maintenance	-	-	-	-
Replacement of Equipment	-	-	-	-
Proceeds from Sale of Equipment	-	-	-	-
Betterments & Additions	-	-	-	-
<b>Total Expenses</b>	<b>1,884,213.00</b>	<b>1,256,142.00</b>	<b>1,194,487.97</b>	<b>61,654.03</b>
<b>Difference in Revenue &amp; Expense</b>	<b>12,039.00</b>	<b>8,026.00</b>	<b>118,635.63</b>	<b>110,609.63</b>
<b>Non-Oper. Revenue</b>				
Other Income-trf from Public Housing	-	-	-	-
<b>Difference in Revenue &amp; Expense</b>	<b>12,039.00</b>	<b>8,026.00</b>	<b>118,635.63</b>	<b>110,609.63</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
SECTION 8**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
Interest Income	0.00	0.00	0.00	0.00
Other Income	460.00	306.67	50.49	(256.18)
Adm Subsidy	863,119.00	575,412.67	552,162.74	(23,249.93)
FSS Subsidy	51,456.00	34,304.00	34,310.00	6.00
	915,035.00	610,023.33	586,523.23	(23,500.10)
<b>Total Revenues</b>				
<b>EXPENSES</b>				
Administration	825,513.00	550,342.00	574,766.67	(24,424.67)
Tenant Service	57,204.00	38,136.00	39,438.95	(1,302.95)
Utilities	6,973.00	4,648.67	4,018.43	630.24
Ordinary Maintenance	12,100.00	8,066.67	5,466.33	2,600.34
General	13,130.00	8,753.33	9,911.55	(1,158.22)
Extraordinary Maintenance	0.00	0.00	0.00	0.00
Replacement of Equipment	0.00	0.00	0.00	0.00
Betterment's & Additions	0.00	0.00	0.00	0.00
	914,920.00	609,946.67	633,601.93	(23,655.26)
<b>Total Expenses</b>				
<b>Diff In Oper Revenue &amp; Expense</b>	115.00	76.67	(47,078.70)	(47,155.37)
HAP Subsidy	8,574,109.34	5,716,072.89	6,538,311.34	822,238.45
HAP Payments	8,574,109.34	5,716,072.89	6,538,311.34	(822,238.45)
<b>Diff in Non-Oper Revenue &amp; Expense</b>	0.00	0.00	0.00	0.00
<b>Difference in Revenue &amp; Expense</b>	115.00	76.67	(47,078.70)	(47,155.37)

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

July 1, 2012 - May 31, 2013

	FY 2013 BUDGET	*YTD BUDGET	**YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES</b>				
City of Roanoke CD Grants	2,500.00	0.00	1,983.51	1,983.51
City of Roanoke Other Grants	0.00	0.00	140.02	140.02
Other Revenue	119,608.00	116,056.00	119,598.31	3,542.31
<b>Total Revenue</b>	122,108.00	116,056.00	121,721.84	5,665.84
<b>EXPENSES</b>				
Administration	2,500.00	0.00	1,120.00	(1,120.00)
Program Expenses-West End Acquis	0.00	0.00	0.00	0.00
Closed Program Expenses-Derelict Structures	0.00	0.00	863.51	(863.51)
Property Expenses	0.00	0.00	140.02	(140.02)
Other Expenses	119,608.00	116,056.00	119,598.31	(3,542.31)
Land Transfers	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	122,108.00	116,056.00	121,721.84	(5,665.84)
<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	1,650.00	1,650.00
Capital Expenditures	0.00	0.00	0.00	0.00
Cost of Disposed Land	0.00	0.00	(1,650.00)	(1,650.00)
<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 0 months.

\*\*YTD Actual is Revenue or Expense from 7/1/12 through 05/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	FY 2013 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	32,425.00	21,616.67	26,792.07	5,175.40
Grant Income -S. Jefferson Coop.	0.00	0.00	4,368.72	4,368.72
Grant Income-other City projects	0.00	0.00	0.00	0.00
Other Income	75,132.00	50,088.00	898.00	(49,190.00)
<b>Total Revenue</b>	<b>107,557.00</b>	<b>71,704.67</b>	<b>32,058.79</b>	<b>(39,645.88)</b>
<b>EXPENSES</b>				
Administration	10,008.00	6,672.00	1,246.88	5,425.12
Debt Interest Expense	44,688.00	29,792.00	30,462.03	(670.03)
Utilities	0.00	0.00	0.00	0.00
Maintenance Expense	0.00	0.00	65.00	(65.00)
General Expense	0.00	0.00	201.28	(201.28)
Capital Expenditures	0.00	0.00	6,823.90	(6,823.90)
<b>Total Expenses</b>	<b>54,696.00</b>	<b>36,464.00</b>	<b>38,799.09</b>	<b>(2,335.09)</b>
<b>Difference in Revenue &amp; Expense</b>	<b>52,861.00</b>	<b>35,240.67</b>	<b>(6,740.30)</b>	<b>(41,980.97)</b>
<b>Non-Operational Revenues and Expenses</b>				
SJ Program Income	0.00	0.00	29,375.03	(29,375.03)
Returns to City	0.00	0.00	(29,375.03)	29,375.03
Cost of Disposed Property	71,215.00	47,476.67	28,301.45	19,175.22

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

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

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
<b>REVENUES</b>				
Gain (Loss) on Home Sale	0.00	0.00	0.00	0.00
Interest Income	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	462.00	(462.00)
Utilities	0.00	0.00	0.00	0.00
Ordinary & Contract Maintenance	5,000.00	3,333.33	130.00	3,203.33
General	0.00	0.00	0.00	0.00
<b>Total Expenses</b>	<b>5,000.00</b>	<b>3,333.33</b>	<b>592.00</b>	<b>2,741.33</b>
<b>Difference in Revenue &amp; Expense</b>	<b>(5,000.00)</b>	<b>(3,333.33)</b>	<b>(592.00)</b>	<b>2,741.33</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
HACKLEY**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
Dwelling Rental	56,114.00	37,409.33	24,841.00	(12,568.33)
Interest Income	0.00	0.00	0.00	0.00
Other Income	100.00	66.67	24.00	(42.67)
Operating Subsidy	<u>77,000.00</u>	<u>51,333.33</u>	<u>65,546.00</u>	<u>14,212.67</u>
<b>Total Revenues</b>	<b>133,214.00</b>	<b>88,809.33</b>	<b>90,411.00</b>	<b>1,601.67</b>
<b>EXPENSES</b>				
Administration	40,862.00	27,241.33	22,303.29	4,938.04
Tenant Services	0.00	0.00	0.00	0.00
Utilities	400.00	266.67	85.04	181.63
Ordinary Maintenance	27,275.00	18,183.33	12,239.69	5,943.64
Protective Services	0.00	0.00	0.00	0.00
General	4,204.00	2,802.67	2,398.37	404.30
Extraordinary Maintenance	24,000.00	16,000.00	385.00	15,615.00
Replacement of Equipment	0.00	0.00	0.00	0.00
Betterments & Additions	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenses</b>	<b>96,741.00</b>	<b>64,494.00</b>	<b>37,411.39</b>	<b>27,082.61</b>
<b>Difference in Revenue &amp; Expense</b>	<b>36,473.00</b>	<b>24,315.33</b>	<b>52,999.61</b>	<b>28,684.28</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.



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

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
Dwelling Rental	8,665.00	5,776.67	9,176.00	3,399.33
Interest Income	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	150.00	150.00
<b>Total Revenues</b>	<b>8,665.00</b>	<b>5,776.67</b>	<b>9,326.00</b>	<b>3,549.33</b>
<b>EXPENSES</b>				
Administration	117.00	78.00	148.75	(70.75)
Tenant Services	0.00	0.00	0.00	0.00
Utilities	1,500.00	1,000.00	1,182.96	(182.96)
Ordinary Maintenance	335.00	223.33	493.65	(270.32)
Protective Services	0.00	0.00	0.00	0.00
General	618.00	412.00	398.37	13.63
Interest Expense	7,734.00	5,156.00	5,228.92	(72.92)
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>10,304.00</b>	<b>6,869.33</b>	<b>7,452.65</b>	<b>(583.32)</b>
<b>Dif in Oper Revenue &amp; Expense</b>	<b>(1,639.00)</b>	<b>(1,092.67)</b>	<b>1,873.35</b>	<b>2,966.02</b>

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

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PRIVATE MANAGEMENT**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
Interest Income	0.00	0.00	0.00	0.00
Management Fees	115,000.00	76,666.67	73,641.91	(3,024.76)
Other income	<u>300,406.00</u>	<u>200,270.67</u>	<u>172,789.27</u>	<u>(27,481.40)</u>
<b>Total Revenues</b>	415,406.00	276,937.33	246,431.18	(30,506.15)
 <b>EXPENSES</b>				
Administration	181,028.00	120,685.33	114,167.65	6,517.68
Management Fees	115,000.00	76,666.67	73,641.91	3,024.76
Tenant Services	0.00	0.00	0.00	0.00
Utilities	150.00	100.00	89.18	10.82
Ordinary Maintenance	114,478.00	76,318.67	55,298.60	21,020.07
General	4,750.00	3,166.67	3,233.84	(67.17)
Extraordinary Maintenance	0.00	0.00	0.00	0.00
Betterments & Additions	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenses</b>	415,406.00	276,937.33	246,431.18	30,506.15
<b>Difference in Revenue &amp; Expense</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 10/1/12 through 5/31/13.

**ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY  
PRIVATE DEVELOPMENT**

**REVENUE AND EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>FY 2013 BUDGET</b>	<b>*YTD BUDGET</b>	<b>**YTD ACTUAL</b>	<b>VARIANCE FAVORABLE (UNFAVORABLE)</b>
Dwelling Rental	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	0.00	0.00
Other income	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	0.00	0.00	0.00	-
 <b>EXPENSES</b>				
Administration	0.00	0.00	0.00	0.00
Tenant Services	0.00	0.00	0.00	0.00
Utilities	0.00	0.00	0.00	0.00
Ordinary Maintenance	0.00	0.00	0.00	0.00
General	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>	0.00	0.00	0.00	0.00
<b>Difference in Revenue &amp; Expense</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 10/1/12 through 5/31/13.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (551)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>2,359,489.00</u>	<u>2,359,489.00</u>	<u>229,942.02</u>	<u>0.00</u>
<b>Total Revenues</b>	2,359,489.00	2,359,489.00	229,942.02	0.00
 <b>EXPENSES</b>				
Operations	15,000.00	15,000.00	0.00	0.00
Management Improvement	16,000.00	16,000.00	3,162.54	0.00
Administration	235,948.00	235,948.00	0.00	0.00
Audit Costs	2,500.00	2,500.00	0.00	0.00
Fees & Costs	100,000.00	100,000.00	36,971.18	0.00
Site Improvements	95,000.00	95,000.00	0.00	0.00
Dwelling Structures	1,543,291.00	1,543,291.00	189,808.30	0.00
Relocation Costs	0.00	0.00	0.00	0.00
Contingency	0.00	0.00	0.00	0.00
Collateralization or Debt Service	<u>351,750.00</u>	<u>351,750.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenses</b>	2,359,489.00	2,359,489.00	229,942.02	0.00
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are September 12, 2009 to September 14, 2013.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (560)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>2,171,100.00</u>	<u>2,104,055.88</u>	<u>248,002.39</u>	<u>(67,044.12)</u>
<b>Total Revenues</b>	2,171,100.00	2,104,055.88	248,002.39	(67,044.12)
 <b>EXPENSES</b>				
Management Improvement	20,000.00	6,057.64	6,021.16	13,942.36
Administration	217,110.00	217,110.00	0.00	0.00
Audit Costs	2,500.00	2,500.00	1,700.00	0.00
Fees & Costs	130,000.00	109,474.96	61,797.22	20,525.04
Site Improvements	313,800.00	293,533.35	79,530.81	20,266.65
Dwelling Structures	1,137,340.00	1,125,029.93	98,953.20	12,310.07
Collateralization or Debt Service	<u>350,350.00</u>	<u>350,350.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenses</b>	2,171,100.00	2,104,055.88	248,002.39	67,044.12
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are July 15, 2010 to July 14, 2014.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (561)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>1,868,485.00</u>	<u>1,022,881.83</u>	<u>259,250.32</u>	<u>(845,603.17)</u>
<b>Total Revenues</b>	1,868,485.00	1,022,881.83	259,250.32	(845,603.17)
 <b>EXPENSES</b>				
Management Improvement	42,187.50	0.00	0.00	42,187.50
Administration	186,848.00	186,848.00	0.00	0.00
Audit Costs	2,500.00	2,450.03	2,450.03	49.97
Fees & Costs	185,000.00	29,216.00	28,900.00	155,784.00
Site Improvements	245,400.00	23,724.40	23,724.40	221,675.60
Dwelling Structures	713,737.00	315,500.90	153,285.89	398,236.10
Dwelling Equipment	140,000.00	112,330.00	50,890.00	27,670.00
Collateralization or Debt Service	<u>352,812.50</u>	<u>352,812.50</u>	<u>0.00</u>	<u>0.00</u>
Total Expenses	1,868,485.00	1,022,881.83	259,250.32	845,603.17
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are August 5, 2011 to August 05, 2015.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND PROGRAM (562)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	1,779,968.00	207,851.00	207,851.00	(1,572,117.00)
<b>Total Revenues</b>	1,779,968.00	207,851.00	207,851.00	(1,572,117.00)
<b>EXPENSES</b>				
Operations	0.00	0.00	0.00	0.00
Management Improvement	20,000.00	0.00	0.00	20,000.00
Administration	177,996.00	177,996.00	177,996.00	0.00
Audit Costs	2,500.00	0.00	0.00	2,500.00
Fees & Costs	216,000.00	0.00	0.00	216,000.00
Site Acquisition	6,000.00	0.00	0.00	6,000.00
Site Improvements	175,000.00	0.00	0.00	175,000.00
Dwelling Structures	797,222.00	15,230.00	15,230.00	781,992.00
Dwelling Equipment	36,000.00	0.00	0.00	36,000.00
Relocation Costs	0.00	0.00	0.00	0.00
Collateralization or Debt Service	349,250.00	14,625.00	14,625.00	334,625.00
<b>Total Expenses</b>	1,779,968.00	207,851.00	207,851.00	1,572,117.00
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are August 5, 2012 to August 05, 2016.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND REPLACEMENT HOUSING PROGRAM (258)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>197,911.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(197,911.00)</u>
<b>Total Revenues</b>	197,911.00	0.00	0.00	(197,911.00)
 <b>EXPENSES</b>				
Development Activity	<u>197,911.00</u>	<u>0.00</u>	<u>0.00</u>	<u>197,911.00</u>
<b>Total Expenses</b>	197,911.00	0.00	0.00	197,911.00
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are September 19, 2007 to October 29, 2014.



**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND REPLACEMENT HOUSING PROGRAM (259)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>198,644.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(198,644.00)</u>
<b>Total Revenues</b>	198,644.00	0.00	0.00	(198,644.00)
 <b>EXPENSES</b>				
Development Activity	<u>198,644.00</u>	<u>0.00</u>	<u>0.00</u>	<u>198,644.00</u>
<b>Total Expenses</b>	198,644.00	0.00	0.00	198,644.00
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are May 24, 2008 to October 29, 2014.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
CAPITAL FUND REPLACEMENT HOUSING PROGRAM (260)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>171,949.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(171,949.00)</u>
<b>Total Revenues</b>	171,949.00	0.00	0.00	(171,949.00)
 <b>EXPENSES</b>				
Development Activity	<u>171,949.00</u>	<u>0.00</u>	<u>0.00</u>	<u>171,949.00</u>
<b>Total Expenses</b>	171,949.00	0.00	0.00	171,949.00
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates September 12, 2009 to September 12, 2014.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
ROSS FAMILY AND HOMEOWNERSHIP (659)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>350,000.00</u>	<u>336,303.98</u>	<u>27,298.02</u>	<u>(13,696.02)</u>
<b>Total Revenues</b>	350,000.00	336,303.98	27,298.02	(13,696.02)
 <b>EXPENSES</b>				
Project Coordinator	119,750.00	115,179.06	13,707.81	4,570.94
Training Costs	102,250.00	101,757.51	0.00	492.49
Individual Savings Accounts	11,036.21	9,036.21	0.00	2,000.00
Stipends	1,830.50	1,508.50	49.00	322.00
Supportive Services	51,785.78	47,169.74	11,816.21	4,616.04
Subcontracting	40,000.00	38,305.45	1,725.00	1,694.55
Administrative Costs	<u>23,347.51</u>	<u>23,347.51</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenses</b>	350,000.00	336,303.98	27,298.02	13,696.02
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are August 29, 2007 to July 20, 2013.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
ROSS FAMILY HOMEOWNERSHIP (671)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>350,000.00</u>	<u>337,077.14</u>	<u>23,588.99</u>	<u>(12,922.86)</u>
<b>Total Revenues</b>	350,000.00	337,077.14	23,588.99	(12,922.86)
 <b>EXPENSES</b>				
Project Coordinator	172,085.72	170,462.88	13,707.98	1,622.84
Training Costs	45,000.00	44,092.00	339.72	908.00
Individual Savings Accounts	7,600.00	2,600.00	0.00	5,000.00
Stipends	1,431.74	991.74	60.00	440.00
Supportive Services	28,484.13	25,234.34	6,737.50	3,249.79
Subcontracting	50,496.97	48,957.06	1,950.00	1,539.91
Administrative Costs	27,401.44	27,401.44	0.00	0.00
Resident Salaries	<u>17,500.00</u>	<u>17,337.68</u>	<u>793.79</u>	<u>162.32</u>
<b>Total Expenses</b>	350,000.00	337,077.14	23,588.99	12,922.86
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are June 25, 2008 to June 15, 2013.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
ROSS SERVICE COORDINATOR (674)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>398,034.00</u>	<u>269,560.25</u>	<u>78,308.92</u>	<u>(128,473.75)</u>
<b>Total Revenues</b>	398,034.00	269,560.25	78,308.92	(128,473.75)
 <b>EXPENSES</b>				
Project Coordinator	326,034.00	232,387.56	70,445.27	93,646.44
Training Costs	12,000.00	3,224.45	0.00	8,775.55
Administrative Costs	<u>60,000.00</u>	<u>33,948.24</u>	<u>7,863.65</u>	<u>26,051.76</u>
<b>Total Expenses</b>	398,034.00	269,560.25	78,308.92	128,473.75
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are June 12, 2010 to June 16, 2013.

**ROANOKE REDEVELOPMENT and HOUSING AUTHORITY  
ROSS FY 2011 PH FSS GRANT (676)**

**REVENUE and EXPENSE STATEMENT  
(unaudited)**

October 1, 2012 - May 31, 2013

<b>REVENUES</b>	<b>CUMULATIVE BUDGET</b>	<b>CUMULATIVE ACTUAL</b>	<b>**YTD ACTUAL</b>	<b>BUDGET VARIANCE</b>
Income	<u>110,000.00</u>	<u>51,860.28</u>	<u>51,860.28</u>	<u>(58,139.72)</u>
<b>Total Revenues</b>	110,000.00	51,860.28	51,860.28	(58,139.72)
 <b>EXPENSES</b>				
Project Coordinator	<u>110,000.00</u>	<u>51,860.28</u>	<u>51,860.28</u>	<u>58,139.72</u>
<b>Total Expenses</b>	110,000.00	51,860.28	51,860.28	58,139.72
<b>Difference in Revenue &amp; Expenses</b>	0.00	0.00	0.00	0.00

\*\*YTD Actual is Revenue or Expense from 10/1/12 through 5/31/13.  
Grant effective dates are September 16, 2011 to September 17, 2013.

# OPERATIONS DIVISION

PUBLIC HOUSING PROGRAM  
MONTHLY OPERATIONS REPORT  
MAY 2013



**Actual Vacant Unit Turnaround Time with Move-ins from 05/01/13 to 5/31/13**

RRHA-Owned Properties	AMP #	Turnaround Days V12400	Exempt V12500 V12600	Actual Turn Days	Lease Units V12700	Average Downtime V12800	Average Net Downtime V12800	Make Ready time V12900	Average Net Make Ready time V12900	Lease Up Time V13000	Average Net Lease Up Time V13000	Average Turnaround Days V13100	Average Net Turn Days
<b>Public Housing</b>													
Lansdowne Park	201	92	0	92	8	1	0	50	6	41	5	92	12
The Villages at Lincoln/ Handicapped/ Elderly Cottages	202	48	0	48	3	4	1	24	8	20	7	48	16
Hunt Manor/Bluestone Park	259	1	0	1	1	0	0	1	1	0	0	1	1
Melrose Towers	206	31	0	31	3	0	0	15	5	16	5	31	10
Jamestown Place	207	1225	1179	46	5	5	1	24	5	17	3	46	9
Morningside Manor	208	9	0	9	2	2	1	5	3	2	1	9	5
Indian Rock Village/53 Scattered	210	77	0	77	3	3	1	27	9	47	16	77	26
The Villages at Lincoln- 24 Transitional/Homeownership	215	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		1483	1179	304	25	15	1		0	143	6	304	12
<b>Other Rental Housing</b>													
Hackley Avenue	400	0	0	0	0	0	0	0	0	0	0	0	0
Jamison Avenue Apartments	420	0	0	0	0	0	0	0	0	0	0	0	0
Downing Street Properties	425	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		0	0	0	0	0	0	0	0	0	0	0	0

<b>Non-Owned Properties Managed by RRHA</b>													
<b>Private/Tax Credit</b>													
Shenandoah Crossings LP	450	563	0	563	8	13	2	298	37	252	32	563	70
Stepping Stone LP	455	0	0	0	0	0	0	0	0	0	0	0	0
Hillcrest Heights	456	0	0	0	0	0	0	0	0	0	0	0	0
Park Street Square	457	0	0	0	0	0	0	0	0	0	0	0	0
Hurt Park LP	459	0	0	0	0	0	0	0	0	0	0	0	0
McCray Court LP	470	179	0	179	2	2	1	157	79	20	10	179	90
Gilmer Housing Associates LP	471	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		742	0	742	10	15	2	455	46	272	27	742	74

**A Property is identified as a PERFORMING Property if the Average Turnaround is less than 30 days.**

**Actual Vacant Unit Turnaround Time with Move-ins from 10/01/12 to 05/31/13**

RRHA Owned Properties	AMP #	Turnaround Days V12400	Exempt V12500 V12600	Actual Turn Days	Lease Units V12700	Downtime V12800	Average Net Downtime V12800	Make Ready time V12900	Average Net Make Ready time V12900	Lease Up Time V13000	Average Net Lease Up Time V13000	Turnaround Days V13100	Average Net Turn Days
<b>Public Housing</b>													
Lansdowne Park	201	867	66	801	61	53	1	529	9	219	4	801	13
The Villages at Lincoln/ Handicapped/ Elderly Cottages	202	291	0	291	20	34	2	126	6	131	7	291	15
Hunt Manor/Bluestone Park	259	439	276	163	22	16	1	102	5	45	2	163	7
Melrose Towers	206	553	26	527	31	7	0	295	10	225	7	527	17
Jamestown Place	207	5572	4883	689	46	47	1	483	11	159	3	689	15
Morningside Manor	208	132	0	132	14	14	1	99	7	19	1	132	9
Indian Rock Village/53 Scattered	210	348	0	348	16	30	2	153	10	165	10	348	22
The Villages at Lincoln- 24 Transitional/Homeownership	215	110	0	110	5	8	2	92	18	10	2	110	22
<b>Total</b>		8312	5251	3061	215	209	1	1879	9	973	5	3061	14
<b>Other Rental Housing</b>													
Hackley Avenue	400	0	0	0	0	0	0	0	0	0	0	0	0
Jamison Avenue Apartments	420	0	0	0	0	0	0	0	0	0	0	0	0
Downing Street Properties	425	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		0	0	0	0	0	0	0	0	0	0	0	0

<b>Non-Owned Properties Managed by RRHA</b>													
<b>Private/Tax Credit</b>													
Shenandoah Crossings LP	450	2329	0	2329	28	226	8	830	30	1273	45	2329	83
Stepping Stone LP	455	574	0	574	4	5	1	139	35	430	108	574	144
Hillcrest Heights	456	135	0	135	2	55	28	38	19	42	21	135	68
Park Street Square	457	0	0	0	0	0	0	0	0	0	0	0	0
Hurt Park LP	459	205	0	205	4	27	7	135	34	43	11	205	51
McCray Court LP	470	536	0	536	6	10	2	265	44	261	44	536	89
Gilmer Housing Associates LP	471	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		3779	0	3779	44	323	7	1407	32	2049	47	3779	86

**A Property is identified as a PERFORMING Property if the Average Turnaround is less than 30 days.**

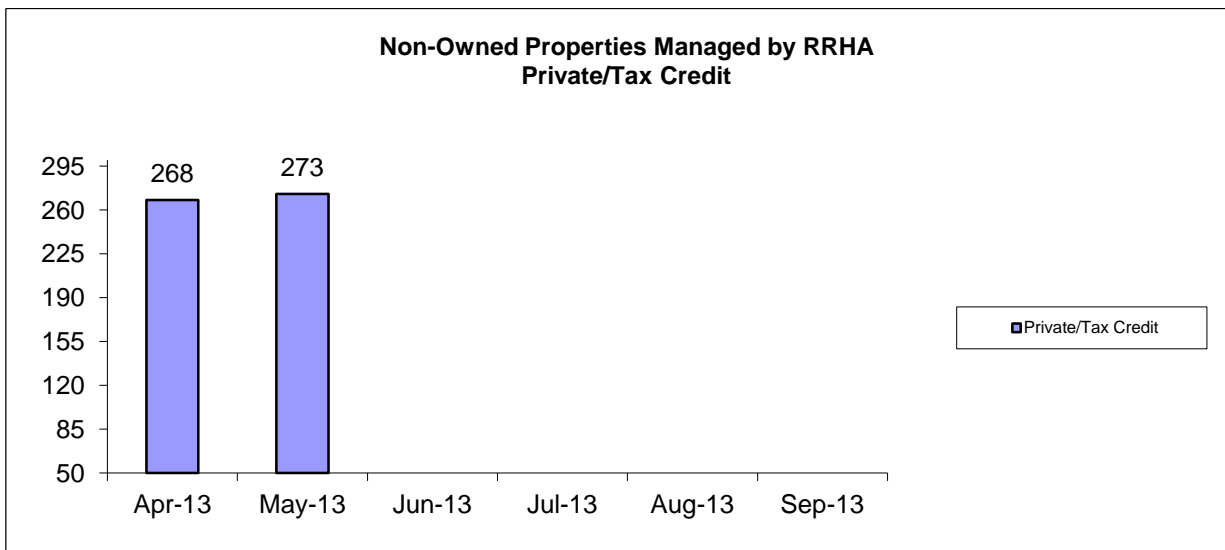
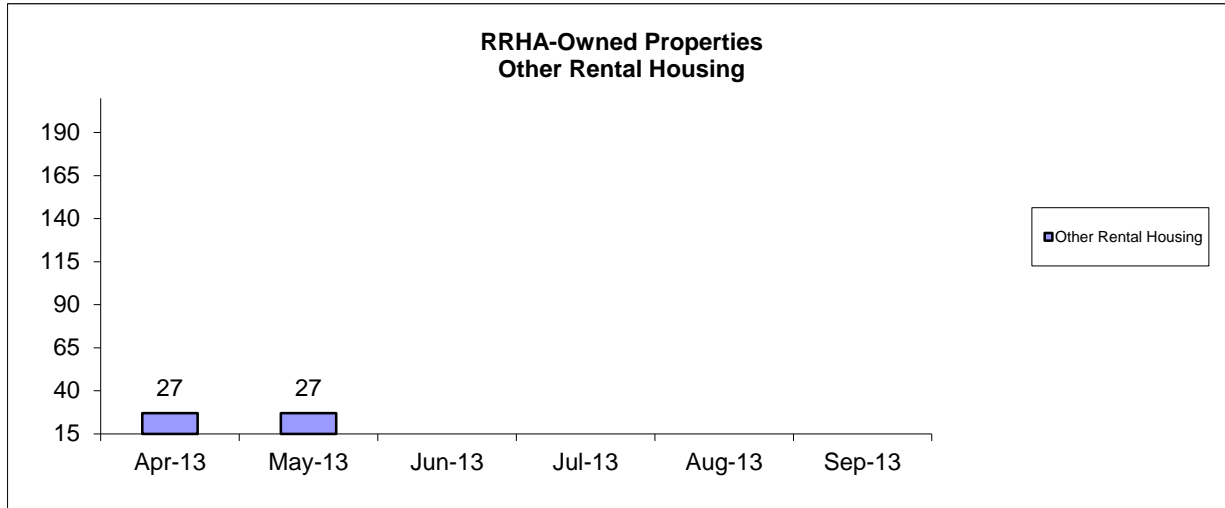
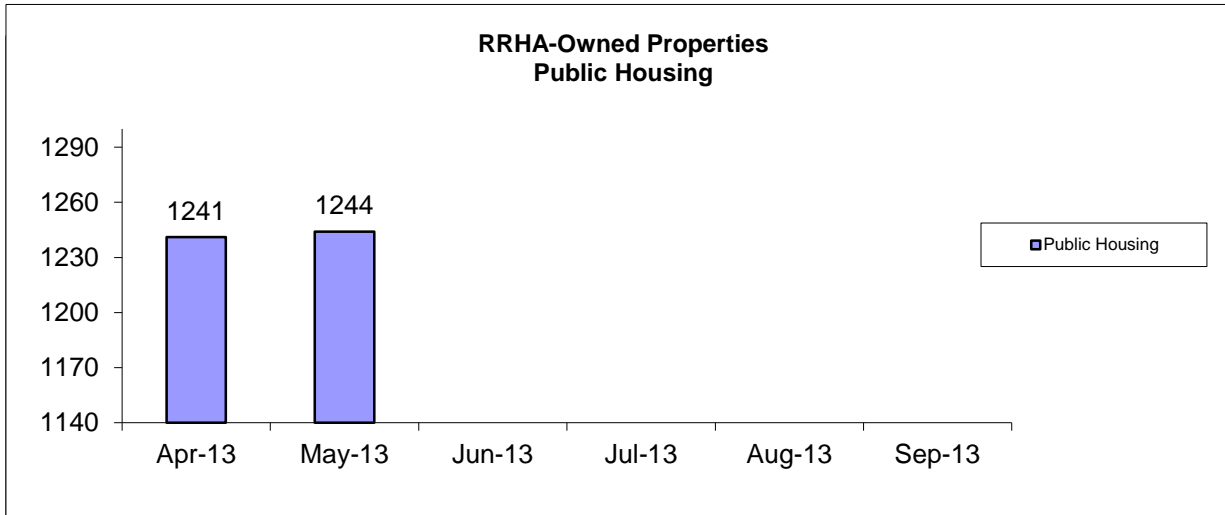
**Monthly Management Report  
Occupancy Comparison  
(1st of the Month)**

<b>RRHA-Owned Properties</b>	<b>AMP #</b>	<b>Actual Unit Count</b>	<b>Adjusted Unit Count</b>	<b>Total Days</b>	<b>Unoccupied Days</b>	<b>Occupied Days</b>	<b>Occupancy Rate</b>	<b>Vacancy Rate</b>
<b>Public Housing</b>								
Lansdowne Park	201	300	300	9300	100	9200	<b>98.92%</b>	1.08%
The Villages at Lincoln/ Handicapped/Elderly Cottages	202	165	165	5115	26	5089	<b>99.49%</b>	0.51%
Hunt Manor/Bluestone Park	259	172	171	5332	3	5329	<b>99.94%</b>	0.06%
Melrose Towers	206	212	212	6572	34	6538	<b>99.48%</b>	0.52%
Jamestown Place	207	150	135	4650	56	4594	<b>98.80%</b>	1.20%
Morningside Manor	208	105	105	3255	11	3244	<b>99.66%</b>	0.34%
Indian Rock Village/53 Scattered	210	133	132	4123	18	4105	<b>99.56%</b>	0.44%
The Villages at Lincoln- 24 Transitional/Homeownership	215	24	24	744	0	744	<b>100.00%</b>	0.00%
<b>Portfolio Total:</b>		1261	1244	39091	248	38843	<b>99.37%</b>	0.63%
<b>Other Rental Housing</b>								
Hackley Avenue	400	24	24	744	0	744	<b>100.00%</b>	0.00%
Jamison Avenue	420	2	2	62	0	62	<b>100.00%</b>	0.00%
Downing St.	425	2	1	62	31	31	50.00%	50.00%
<b>Portfolio Total:</b>		28	27	868	31	837	96.43%	3.57%

<b>Non-Owned Properties Managed by RRHA</b>	<b>AMP #</b>	<b>Actual Unit Count</b>	<b>Adjusted Unit Count</b>	<b>Total Days</b>	<b>Unoccupied Days</b>	<b>Occupied Days</b>	<b>Occupancy Rate</b>	<b>Vacancy Rate</b>
<b>Private/Tax Credit</b>								
Stepping Stone (LIHTC)	455	30	30	930	59	871	93.66%	6.34%
Hillcrest Heights (LIHTC)	456	24	24	744	31	713	95.83%	4.17%
Park Street Square (LIHTC)	457	25	25	775	62	713	92.00%	8.00%
Hurt Park LP (LIHTC)	459	40	40	1240	65	1175	94.76%	5.24%
McCray Court (LIHTC)	470	68	68	2108	47	2061	97.77%	2.23%
Gilmer Housing (LIHTC)	471	20	20	620	0	620	<b>100.00%</b>	0.00%
Shenandoah Crossing	450	87	87	2697	456	2241	83.09%	16.91%
<b>Portfolio Total:</b>		294	294	9114	720	8394	92.10%	7.90%

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

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



**Occupancy Summary Report  
05/01/13 to 05/31/13**

<b>RRHA-Owned Properties</b>	<b>AMP #</b>	<b>Actual Unit Count</b>	<b>Available Units</b>	<b>Exempt Units</b>	<b>New Leases</b>	<b>Transfers *</b>	<b>Vacates</b>	<b>Units Occupied</b>
<b><i>Public Housing</i></b>								
Lansdowne Park	201	300	300	0	8	0	8	300
The Villages at Lincoln Handicapped/Elderly Cottages	202	165	165	0	3	0	2	165
Hunt Manor/Bluestone Park	259	172	172	0	1	0	0	171
Melrose Towers	206	212	212	0	2	0	3	212
Jamestown Place	207	150	138	12	5	1	3	135
Morningside Manor	208	105	105	0	2	0	2	105
Indian Rock Village/53 Scattered	210	133	132	1	3	0	1	132
The Villages at Lincoln-24 Transitional/Homeownership	215	24	24	0	0	0	0	24
<b>Public Housing</b>		1261	1248	13	24	1	19	1244
<b><i>Other Rental Housing</i></b>								
Hackley Avenue	400	24	24	0	0	0	0	24
Jamison Avenue	420	2	2	0	0	0	0	2
Downing St.	425	2	1	0	0	0	0	1
<b>Other Rental Housing</b>		28	27	0	0	0	0	27

<b>Non-Owned Properties Managed by RRHA</b>								
<b><i>Private/Tax Credit</i></b>								
Stepping Stone (LIHTC)	455	30	30	0	0	0	1	28
Hillcrest Heights (LIHTC)	456	24	24	0	0	0	0	23
Park Street Square (LIHTC)	457	25	25	0	0	0	0	23
Hurt Park (LIHTC)	459	40	40	0	0	0	2	36
McCray Court (LIHTC)	470	68	68	0	2	0	0	68
Gilmer Housing (LIHTC)	471	20	20	0	0	0	0	20
Shenandoah Crossing	450	87	87	0	8	0	1	75
<b>Private/Tax Credit</b>		294	294	0	10	0	4	273

\* Transfers are also included in the New Leases and Vacates columns

**Public Housing Occupancy vs. Waitlist  
05/31/13**

AMP #	Lansdowne Park							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
201	1 Bedroom	54	54	0	0	0	0	7
	2 Bedroom	148	148	0	0	0	0	34
	3 Bedroom	78	78	0	0	0	0	15
	4 Bedroom	20	20	0	0	0	0	5
	5 Bedroom	0	0	0	0	0	0	0
	<b>Total</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61</b>

AMP #	Jamestown Place							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
207	1 Bedroom	20	20	0	0	0	0	13
	2 Bedroom	34	29	5	3	2	0	5
	3 Bedroom	70	63	7	6	1	0	3
	4 Bedroom	18	15	3	3	0	0	1
	5 Bedroom	8	8	0	0	0	0	0
	<b>Total</b>	<b>150</b>	<b>135</b>	<b>15</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>22</b>

AMP #	The Villages at Lincoln/Handicapped/Elderly Cottages							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
202	1 Bedroom	41	41	0	0	0	0	59
	2 Bedroom	72	72	0	0	0	0	65
	3 Bedroom	48	48	0	0	0	0	5
	4 Bedroom	4	4	0	0	0	0	3
	5 Bedroom	0	0	0	0	0	0	0
	<b>Total</b>	<b>165</b>	<b>165</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>132</b>

AMP #	Hunt Manor							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
259	1 Bedroom	24	24	0	0	0	0	44
	2 Bedroom	32	32	0	0	0	0	13
	3 Bedroom	28	28	0	0	0	0	14
	4 Bedroom	0	0	0	0	0	0	0
	5 Bedroom	12	12	0	0	0	0	2
	<b>Total</b>	<b>96</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>73</b>

AMP #	The Villages at Lincoln- Transitional/Homeownership							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
215	1 Bedroom	0	0	0	0	0	0	0
	2 Bedroom	0	0	0	0	0	0	0
	3 Bedroom	24	24	0	0	0	0	0
	4 Bedroom	0	0	0	0	0	0	0
	5 Bedroom	0	0	0	0	0	0	0
	<b>Total</b>	<b>24</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

AMP #	Bluestone Park							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
259	1 Bedroom	10	10	0	0	0	0	10
	2 Bedroom	22	22	0	0	0	0	42
	3 Bedroom	32	32	0	0	0	0	9
	4 Bedroom	10	9	1	0	1	0	3
	5 Bedroom	2	2	0	0	0	0	0
	<b>Total</b>	<b>76</b>	<b>75</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>64</b>

**Public Housing Occupancy vs. Waitlist**  
**05/31/13**

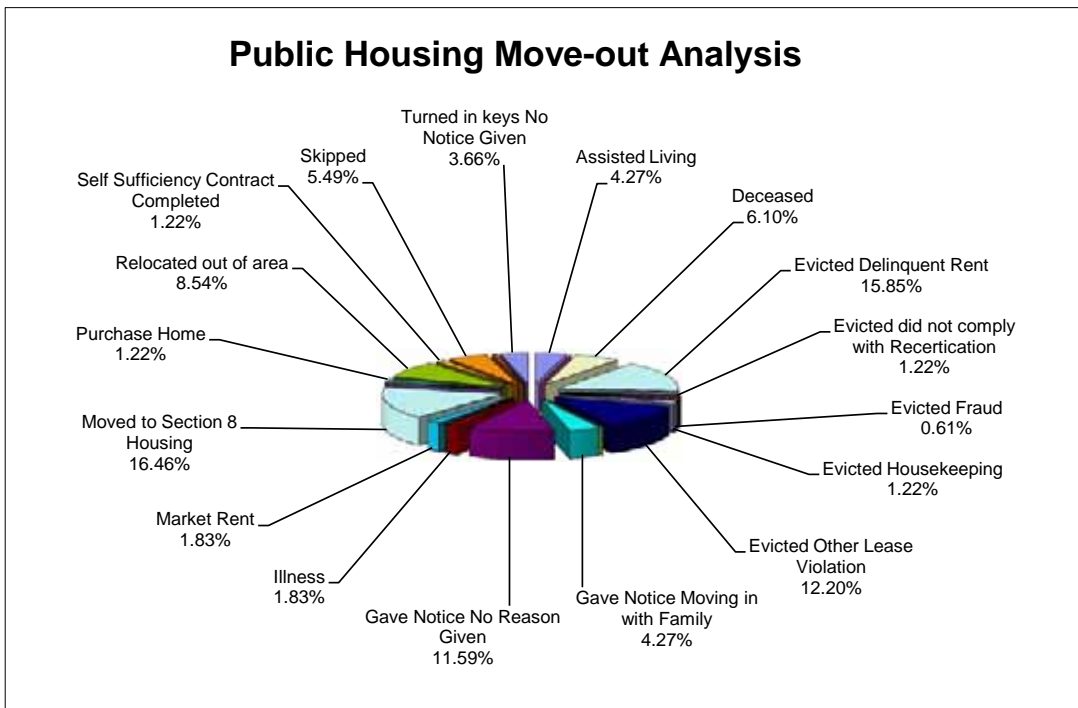
AMP #	Indian Rock Village							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
210	1 Bedroom	8	8	0	0	0	0	11
	2 Bedroom	16	16	0	0	0	0	0
	3 Bedroom	36	36	0	0	0	0	9
	4 Bedroom	14	14	0	0	0	0	2
	5 Bedroom	6	6	0	0	0	0	4
	<b>Total</b>	<b>80</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26</b>
	<b>53 Scattered</b>							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
	1 Bedroom	1	1	0	0	0	0	0
	2 Bedroom	44	43	1	1	0	0	0
	3 Bedroom	8	8	0	0	0	0	7
	<b>Total</b>	<b>53</b>	<b>52</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>7</b>

AMP #	Melrose Towers							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
206	Studio	126	126	0	0	0	0	6
	1 Bedroom	70	70	0	0	0	0	7
	2 Bedroom	16	16	0	0	0	0	0
	<b>Total</b>	<b>212</b>	<b>212</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>

AMP #	Morningside Manor							
	Unit Type	Total Units	Occupied Units	Vacant Units	Mod Rehab	Make Ready	Ready	Waitlist
208	Studio	64	64	0	0	0	0	18
	1 Bedroom	41	41	0	0	0	0	17
	<b>Total</b>	<b>105</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35</b>

**Public Housing Move-out Analysis for Period 10/01/12 to 05/31/13**

<u>Vacate Reason</u>	<u># of Clients</u>	<u>% of Clients</u>
Assisted Living	7	4.27%
Death of sole family member	0	0.00%
Deceased	10	6.10%
Evicted Delinquent Rent	26	15.85%
Evicted did not comply with Recertification	2	1.22%
Evicted Drugs	1	0.61%
Evicted Fraud	1	0.61%
Evicted Housekeeping	2	1.22%
Evicted Other Lease Violation	20	12.20%
Evicted Pets	0	0.00%
Family Separation	0	0.00%
Gave Notice Moving in with Family	7	4.27%
Gave Notice No Reason Given	19	11.59%
Illness	3	1.83%
Incarcerated	1	0.61%
Lease/Purchase	0	0.00%
Market Rent	3	1.83%
Moved to Section 8 Housing	27	16.46%
Moved to Tax Credit Property	0	0.00%
Need Air Conditioning	0	0.00%
Non Renewal	0	0.00%
Non Renewal Community Service	0	0.00%
Non Renewal Repeated Lease Violation	0	0.00%
Nursing Home	1	0.61%
Property Sold	0	0.00%
Purchase Home	2	1.22%
Relocated out of area	14	8.54%
Self Sufficiency Contract Completed	2	1.22%
Skipped	9	5.49%
System Error needed to be corrected	1	0.61%
Transfer (3 years)	0	0.00%
Transfer/Handicap Unit	0	0.00%
Transfer/Health and Safety	0	0.00%
Transfer/Into Self Sufficiency	0	0.00%
Transfer/Larger Unit	0	0.00%
Transfer/Out of Self Sufficiency	0	0.00%
Transfer/Reasonable Accommodation	0	0.00%
Transfer/Smaller Unit	0	0.00%
Transfer/Unit Renovation	0	0.00%
Turned in keys No Notice Given	6	3.66%
	<b>164</b>	<b>100.00%</b>





**Monthly  
Management Report  
Charges vs. Receipts  
May 2013**

RRHA-Owned Properties	AMP Number	Balance Forward	Rent Charges	Late Fee Charges	Retro Rent Charges	Other Charges	Occupied Unit Total Charges	Occupied Unit Collections	Occupied Unit Ending Balance	% Uncollected Total Charges	% Uncollected Rent	Vacated Unit Cumulative Charge-Offs as of 05/31/13	Vacated Unit Cumulative Collections as of 05/31/13
<b>Public Housing</b>	Hurt Park												
Lansdowne Park	201	9,285.73	53,003.62	0.00	29.13	2,309.81	64,628.29	53,218.58	11,409.71	17.65%	0.00%	15,841.99	15,321.78
The Villages at Lincoln/Handicapped/Elderly Cottages	202	746.97	26,160.09	0.00	0.00	1,439.63	28,346.69	26,709.89	1,636.80	5.77%	0.00%	3,941.81	3,356.68
Hunt Manor/Bluestone Park	259	2,690.22	33,050.06	0.00	0.00	3,357.80	39,098.08	31,402.25	7,695.83	19.68%	4.99%	2,789.50	4,830.71
Melrose Towers	206	1,375.20	49,720.29	0.00	-94.39	973.34	51,974.44	52,274.33	-299.89	-0.58%	0.00%	6,349.36	439.70
Jamestown Place	207	-179.41	28,004.97	0.00	-548.00	1,737.87	29,015.43	31,277.00	-2,261.57	-7.79%	0.00%	14,975.40	12,534.19
Morningside Manor	208	522.50	24,756.00	0.00	0.00	396.54	25,675.04	25,403.75	271.29	1.06%	0.00%	1,748.18	36.83
Indian Rock Village/53 Scattered	210	4,005.20	27,873.06	0.00	-178.00	1,068.15	32,768.41	30,928.10	1,840.31	5.62%	0.00%	5,450.47	5,565.67
The Villages at Lincoln-24 Transitional/Homeownership	215	168.25	5,222.00	0.00	0.00	934.00	6,324.25	5,578.43	745.82	11.79%	0.00%	829.02	269.00
<b>Public Housing</b>		18,614.66	247,790.09	0.00	-791.26	12,217.14	277,830.63	256,792.33	21,038.30	7.57%	0.00%	51,925.73	43,008.90
<b>Other Rental Housing</b>													
Hackley Avenue	400	-1,154.50	2,848.00	0.00	-153.00	122.00	1,662.50	2,627.50	-965.00	-58.05%	7.74%		
Jamison Avenue	420	-25.00	850.00	0.00	0.00	0.00	825.00	850.00	-25.00	-3.03%	0.00%		
Downing Street	425	322.00	297.00	0.00	0.00	0.00	619.00	0.00	619.00	100.00%	100.00%		
<b>Other Rental Housing</b>		-857.50	3,995.00	0.00	-153.00	122.00	3,106.50	3,477.50	-371.00	-11.94%	12.95%		

Non-Owned Properties Managed by RRHA													
Private/Tax Credit													
Stepping Stone (LIHTC)	455	2,827.04	15,145.00	0.00	0.00	283.25	18,255.29	16,042.00	2,213.29	12.12%	0.00%		
Hillcrest Heights (LIHTC)	456	1,363.68	12,680.00	0.00	0.00	83.50	14,127.18	13,621.13	506.05	3.58%	0.00%		
Park Street Square (LIHTC)	457	9,109.28	11,060.00	0.00	0.00	-180.36	19,988.92	14,108.32	5,880.60	29.42%	0.00%		
Hurt Park (LIHTC)	459	8,193.98	20,212.00	0.00	0.00	-496.00	27,909.98	20,083.64	7,826.34	28.04%	0.64%		
McCray Court (LIHTC)	470	1,190.09	30,937.90	0.00	14.00	520.00	32,661.99	31,756.00	905.99	2.77%	0.00%		
Gilmer Housing (LIHTC)	471	4,320.11	9,845.00	0.00	0.00	234.25	14,399.36	10,019.98	4,379.38	30.41%	0.00%		
Shenandoah Crossing	450	-9,783.87	60,894.00	0.00	0.00	8,777.77	59,887.90	69,634.90	-9,747.00	-16.28%	0.00%		
<b>Private/Tax Credit</b>		17,220.31	160,773.90	0.00	60.00	9,222.41	187,230.62	175,265.97	11,964.65	6.39%	0.00%		

**PHAS Scoring Tenant Accounts Receivable (TAR)**

TAR	Points
<1.5%	5
≥ 1.5% but < 2.5%	2
≥ 2.5%	0

**Fiscal Year to Date  
Public Housing Inspections**

10/01/12 - 05/31/13

<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/53 Scattered	133	133	0	<b>100%</b>
215	Villages at Lincoln - Scattered	24	24	0	<b>100%</b>
Total		1261	1261	0	<b>100%</b>

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

Note: RRHA has outsourced annual inspections. The contract requires that inspections of all units be completed prior to September 30, 2013.

**Public Housing Work Order Report from 05/01/13 to 05/31/13**

<b>Development</b>	<b>Number Emergency Work Orders</b>	<b>Number Emergency Work Orders completed within 24 hours</b>	<b>% of Emergency Work Orders completed within 24 hours</b>	<b>Total Non- Emergency Work Orders</b>	<b>Total Number of calendar days to complete Non- Emergency Work Orders</b>	<b>Average Completion Days</b>
Lansdowne Park	16	16	100%	161	549	3
Village at Lincoln/Handicapped/ Elderly Cottages	2	2	100%	132	267	2
Hunt Manor/Bluestone Park	6	6	100%	142	373	3
Melrose Towers	0	0	100%	87	399	5
Jamestown Place	1	1	100%	63	299	5
Morningside Manor	0	0	100%	38	55	1
Indian Rock Village/53 Scattered	0	0	100%	63	212	3
<b>Total</b>	25	25	100%	686	2154	3

**Work Order Report from 10/01/12 to 05/31/13**

<b>Development</b>	<b>Number Emergency Work Orders</b>	<b>Number Emergency Work Orders completed within 24 hours</b>	<b>% of Emergency Work Orders completed within 24 hours</b>	<b>Total Non- Emergency Work Orders</b>	<b>Total Number of calendar days to complete Non- Emergency Work Orders</b>	<b>Average Completion Days</b>
Lansdowne Park	250	250	100%	1647	6842	4
Village at Lincoln/Handicapped/ Elderly Cottages	71	71	100%	885	2585	3
Hunt Manor/Bluestone Park	115	115	100%	1051	3350	3
Melrose Towers	44	44	100%	650	3733	6
Jamestown Place	79	79	100%	490	1121	2
Morningside Manor	15	15	100%	215	436	2
Indian Rock Village/53 Scattered	77	77	100%	369	1352	4
<b>Total</b>	651	651	100%	5307	19,419	4

A Property is identified as a PERFORMING Property if 98% of the Emergency Work Orders are completed within 24 hours or less and Non-Emergency Work Orders are completed in less than 25 days.

## Utility Consumption Report

### October 2012 - September 2013

#### Consumption and Costs as of April 30, 2013

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	36.91	78.34	51.26	166.51	160.81	103.54%
202	165	123.69	7.53	49.71	180.93	160.81	112.51%
259	172	40.29	58.27	64.87	163.43	160.81	101.63%
206	212	41.48	43.84	27.28	112.60	160.81	70.02%
207	150	38.71	43.19	38.43	120.33	160.81	74.83%
208	105	54.93	39.95	38.05	132.93	160.81	82.66%
210	133	47.10	62.12	54.55	163.77	160.81	101.84%
215	24	N/A	N/A	N/A	N/A	160.81	N/A
Total Units:		1261					
Average Cost PUM:		51.93	60.41	48.47			160.81

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	109.65	81.74	134.14%	533	662	80.51%	6.08	5.43	111.97%
202	165	N/A	81.74	N/A	1,189	662	179.61%	4.80	5.43	88.40%
259	172	81.30	81.74	99.46%	529	662	79.91%	7.07	5.43	130.20%
206	212	54.15	81.74	66.25%	544	662	82.18%	3.19	5.43	58.75%
207	150	54.31	81.74	66.44%	441	662	66.62%	5.23	5.43	96.32%
208	105	55.78	81.74	68.24%	729	662	110.12%	5.03	5.43	92.63%
210	133	78.34	81.74	95.84%	523	662	79.00%	6.26	5.43	115.29%
215	24	N/A	81.74	N/A	N/A	662	N/A	N/A	5.43	N/A
Total Units:		1261								
Average THERM PUM:		81.74		Average KWH PUM:		662		Average water usage PUM: 5.43		
<p><b>Note: AMP 202 - Residential units do not use gas utility - HVAC is total electric (heat pumps).</b></p> <p><b>Note: AMP 202 - Admin. Building and Maint. Shop use gas utility.</b></p> <p><b>Note: AMP 208 - Residential units have central air conditioning.</b></p> <p><b>Note: AMP 210 - Electric and water utilities - data available for only 127 of 133 units</b></p> <p><b>Note: AMP 215 - Transitional/Homeownership - residents pay utilities - no utility data available.</b></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  
MAY 2013

Public Housing Criminal Activity for the Month of May 2013 and the Fiscal Year 10/01/12 - 05/31/13

	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	1	1	0	1	0	1	0	0	0	2
Arson	0	0	0	0	0	0	0	0	0	0
Auto Theft	0	1	0	0	0	0	0	1	1	3
Burglary	1	1	0	2	0	0	2	4	1	8
Homicide/Murder	0	0	0	0	0	0	0	0	0	0
Larceny	1	6	0	3	0	3	0	4	0	6
Rape	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	0	0	0	0	0	0	0	1
<b>Part 1 Crime Total</b>	<b>3</b>	<b>10</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>9</b>	<b>2</b>	<b>20</b>
Destruction of Property	0	8	0	1	0	3	0	1	4	24
Disorderly Persons	0	2	0	0	1	1	0	0	0	1
Domestic Disorder	4	16	1	2	3	5	0	5	5	32
Drug Offense	1	3	0	0	0	0	0	0	1	13
Family Offense (nonviolent)	1	2	0	1	0	0	0	1	2	6
Forgery	0	0	0	0	0	2	0	0	0	1
Fraud	0	0	0	3	0	0	0	0	2	3
Gambling	0	0	0	0	0	0	0	0	0	0
Intimidation	3	15	0	1	1	5	0	0	1	8
Liquor Law	1	2	0	0	0	0	0	0	0	2
Loitering	0	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0	0
Sex Offense	1	1	0	0	0	0	0	0	0	0
Simple Assault	3	11	2	5	1	8	2	8	7	31
Sucide/Attempt	0	1	0	0	0	0	0	0	0	0
Tampering w/Vehicle	0	0	0	0	0	0	0	0	0	0
Towed Vehicle	0	4	0	2	0	0	0	1	2	8
Trespassing	0	0	0	2	0	0	1	1	2	12
Weapons	0	0	0	0	0	0	0	1	1	3
<b>Part II Crime Total</b>	<b>14</b>	<b>65</b>	<b>3</b>	<b>17</b>	<b>6</b>	<b>24</b>	<b>3</b>	<b>18</b>	<b>27</b>	<b>144</b>
Auto Accident	0	0	0	0	0	0	0	0	0	0
Fire	0	0	0	0	0	0	0	0	0	0
<b>Part III Crime Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Area Total</b>	<b>17</b>	<b>75</b>	<b>3</b>	<b>23</b>	<b>6</b>	<b>28</b>	<b>5</b>	<b>27</b>	<b>29</b>	<b>164</b>

Public Housing Criminal Activity for the Month of May 2013 and the Fiscal Year 10/01/12 - 05/31/13

	Villages at Lincoln		Hunt Manor		Melrose Towers	
	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total	Monthly	Fiscal Year Total
Aggravated Assault	0	0	0	1	0	0
Arson	0	0	0	0	0	0
Auto Theft	0	1	0	0	0	3
Burglary	0	2	1	1	0	1
Homicide/Murder	0	0	0	0	0	0
Larceny	0	8	0	6	2	3
Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
<b>Part 1 Crime Total</b>	<b>0</b>	<b>11</b>	<b>1</b>	<b>8</b>	<b>2</b>	<b>7</b>
Destruction of Property	0	4	1	3	0	3
Disorderly Persons	0	3	0	0	0	0
Domestic Disorder	0	8	8	16	0	2
Drug Offense	2	4	1	3	0	5
Family Offense (nonviolent)	0	0	0	0	0	0
Forgery	0	0	0	0	0	0
Fraud	0	2	0	0	0	2
Gambling	0	0	0	0	0	0
Intimidation	0	4	0	2	0	2
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	0	6	0	8	2	8
Sucide/Attempt	0	0	0	0	0	0
Tampering w/Vehicle	0	0	0	0	0	0
Towed Vehicle	0	2	0	1	0	3
Trespassing	0	3	1	2	1	3
Weapons	0	1	0	1	0	1
<b>Part II Crime Total</b>	<b>2</b>	<b>37</b>	<b>11</b>	<b>36</b>	<b>3</b>	<b>29</b>
Auto Accident	0	0	0	0	0	0
Fire	0	0	0	0	0	0
<b>Part III Crime Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Area Total</b>	<b>2</b>	<b>48</b>	<b>12</b>	<b>44</b>	<b>5</b>	<b>36</b>

**Public Housing Community vs. Site  
Part 1 and Part II Crimes Percentage  
May 2013**

Part I Crime	MONTH		Site Rate Compared to Community	YEAR TO DATE		Site Rate Compared to Community
	No. Per Household			No. Per Household		
	Community	Site	Community	Site		
Jamestown Place	0.013208	0.020000	151.42%	0.080391	0.0667	<b>82.93%</b>
Morningside Manor	0.013208	0.000000	<b>0.00%</b>	0.080391	0.0571	<b>71.08%</b>
Indian Rock Village	0.013208	0.000000	<b>0.00%</b>	0.080391	0.0500	<b>62.20%</b>
Bluestone	0.017926	0.026316	146.80%	0.114948	0.1184	<b>103.02%</b>
Lansdowne Park	0.009968	0.006667	<b>66.88%</b>	0.065191	0.0667	<b>102.26%</b>
Villages at Lincoln	0.009968	0.000000	<b>0.00%</b>	0.065191	0.0512	<b>78.48%</b>
Hunt Manor	0.009968	0.010417	<b>104.50%</b>	0.065191	0.0833	127.83%
Melrose Towers	0.009968	0.009434	<b>94.64%</b>	0.065191	0.0330	<b>50.65%</b>

Part II Crime	No. Per Household		Site Rate Compared to Community	No. Per Household		Site Rate Compared to Community
	Community	Site		Community	Site	
	Jamestown Place	0.036195	0.093333	257.86%	0.257938	0.4333
Morningside Manor	0.036195	0.028571	<b>78.94%</b>	0.257938	0.1619	<b>62.77%</b>
Indian Rock Village	0.036195	0.075000	207.21%	0.257938	0.3000	<b>116.31%</b>
Bluestone	0.025420	0.039474	155.28%	0.163763	0.2368	144.62%
Lansdowne Park	0.045519	0.090000	197.72%	0.291637	0.4800	164.59%
Villages at Lincoln	0.045519	0.009302	<b>20.44%</b>	0.291637	0.1721	<b>59.01%</b>
Hunt Manor	0.045519	0.114583	251.73%	0.291637	0.3750	128.58%
Melrose Towers	0.045519	0.014151	<b>31.09%</b>	0.291637	0.1368	<b>46.90%</b>

A property is identified as a **PERFORMING** Property if incidence of Part I and Part II crimes does not exceed 120% of surrounding community rate.



SECTION 8 PROGRAMS  
MONTHLY OPERATIONS REPORT  
MAY 2013

**Housing Choice Voucher Department  
Summary of Operations, Accomplishments and Challenges  
May 2013**

**Program Utilization**

The utilization rate for the Housing Choice Voucher (HCV) Department during the month of May 2013 reporting period is 90.9%. The average utilization rate for the department since the beginning of the fiscal year on October 1, 2012 is 88.4%. The average percent of the Housing Assistance Payments (HAP) budget authority expense for fiscal year 2013 is 116.5%.

**Inspections**

During the month of May 2013, the HCV Housing Quality Standards (HQS) Inspectors conducted a total of 288 inspections and four (4) quality control inspections. This also includes a total of fifty-one (51) initial inspections approved and processed for new admissions and moving families in the HCV Program.

**Housing Choice Voucher Waiting List**

Due to unknown budget funding for the balance of the calendar year the HCV Department scheduled zero (0) families from the HCV waiting list for interviews to determine their eligibility.

**Homeownership**

The program currently has nine (9) Section 8 participants in the Homeownership Program for the month of May 2013. The department is assisting with the mortgage payments.

**Veteran Affairs Supportive Housing (VASH)**

This 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 seventy (70) vouchers. For the month of May 2013, this program has fifty-nine (59) participants and three (3) searching for housing.

**Tenant Briefings**

The Housing Choice Voucher Department did not conduct a voucher briefing during the month of May 2013. Due to unknown budget funding RRHA does not anticipate the issuance of additional vouchers this calendar year with the exception of HUD-VASH and Family Unification Program (FUP) referrals. The HCV Client Specialists provided customer service to 944 HCV participants/owners during the month of May 2013. This number represents scheduled appointments and walk-in participants such as landlords and HCV clients to sign leases and contracts or to drop off paperwork.

### **Landlord Briefings**

The Section 8 staff has daily contact with current and prospective landlords in regard to describing and answering questions concerning the HCV Program.

### **Voucher Issuance Briefings**

There were zero (0) Housing Choice Vouchers issued in May 2013.

### **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 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 sixty-three (63) families under lease; three (3) additional families are searching for housing and five (5) families are waiting on eligibility approval. The Section 8 staff continues to work with the City and County of Roanoke DSS to achieve full utilization of the voucher allocation.

**HCV HQS Inspection Department  
Monthly Activity Report  
May 2013**

<b>HCV HQS INSPECTION DEPARTMENT: MONTHLY ACTIVITY REPORT</b>					
<b>INSPECTION TYPE</b>	<b># COMPLETE</b>	<b># PASSED</b>	<b>% PASSED</b>	<b># FAILED</b>	<b>% FAILED</b>
<b>ANNUAL</b>	<b>143</b>	<b>85</b>	<b>59.44%</b>	<b>58</b>	<b>40.56%</b>
<b>INITIALS</b>	<b>51</b>	<b>45</b>	<b>88.24%</b>	<b>6</b>	<b>11.76%</b>
<b>COMPLAINT</b>	<b>2</b>	<b>0</b>	<b>0.00%</b>	<b>2</b>	<b>100.00%</b>
<b>EMERGENCY</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>	<b>0.00%</b>
<b>HQS REINSPECTIONS</b>	<b>92</b>	<b>60</b>	<b>65.22%</b>	<b>32</b>	<b>34.78%</b>
<b>HQS QUALITY CONTROL</b>	<b>4</b>	<b>1</b>	<b>25.00%</b>	<b>3</b>	<b>75.00%</b>

<b>TOTAL INSPECTIONS SCHEDULED</b>	<b>288</b>
<b>AVERAGE INSPECTIONS PER INSPECTOR PER DAY</b>	<b>6.55</b>
<b>AVERAGE INSPECTIONS PER FIELD DAY</b>	<b>13.09</b>
<b>NUMBER OF INSPECTORS</b>	<b>2</b>
<b>TOTAL WORKING DAYS</b>	<b>22</b>

**Section 8 Department  
Waitlist Activity Report  
May 2013**

BEDROOM SIZE	TOTAL BEDROOMS
<b>0 BEDROOMS</b>	<b>0</b>
<b>1 BEDROOMS</b>	<b>259</b>
<b>2 BEDROOMS</b>	<b>289</b>
<b>3 BEDROOMS</b>	<b>181</b>
<b>4 BEDROOMS</b>	<b>38</b>
<b>5 BEDROOMS</b>	<b>4</b>
<b>6 BEDROOMS</b>	<b>0</b>
<b>7 BEDROOMS</b>	<b>0</b>
<b>TOTAL REMAINING ON WAIT LIST</b>	<b>771</b>

**Program Voucher Issuance By Month/Bedroom Size  
May 2013**

Month of Issue	1 Bdr	2 Bdr	3 Bdr	4 Bdr	5 Bdr	6 Bdr	Total Issued	Cumulative
October-12	3	13	9	3	1	0	29	29
November-12	2	11	7	0	0	0	20	49
December-12	3	7	4	0	0	0	14	63
January-13	11	9	7	1	0	0	28	91
February-13	7	11	5	0	0	0	23	114
March-13	2	12	7	2	0	0	23	137
April-13	12	16	11	3	2	2	42	179
<b>May-13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>179</b>
June-13								
July-13								
August-13								
September-13								
<b>TOTALS</b>	<b>40</b>	<b>79</b>	<b>50</b>	<b>9</b>	<b>3</b>	<b>2</b>	<b>179</b>	<b>179</b>

## Waitlist Applicant Status May 2013

Month	Number Selected / Interviewed Off Wait-list	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 - 12	50	12	3	0	8	27	0	
November - 12	50	12	0	0	4	34	0	
December - 12	30	11	0	1	6	12	0	
January - 13	50	17	0	0	1	32	0	
February - 13	30	10	0	0	0	20	0	
March - 13	98	38	7	0	7	46	0	
April - 13	25	0	0	0	1	12	12	
<b>May-13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
June - 13								
July - 13								
August - 13								
September - 13								
<b>TOTALS</b>	<b>333</b>	<b>100</b>	<b>10</b>	<b>1</b>	<b>27</b>	<b>183</b>	<b>12</b>	
<b>Meanings</b>	<p>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.</p>							

## SECTION 8 MONTHLY STATISTIC REPORT

PROGRAM NAME	ACTIVITY	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13
HOUSING CHOICE VOUCHERS	UNIT MONTHS ALLOCATED	1,745	1,745	1,745	1,745	1,745	1,745	1,745	<b>1,745</b>	0	0	0	0
	UNIT MONTHS LEASED	1,543	1,550	1,554	1,550	1,531	1,578	1,595	<b>1,602</b>	0	0	0	0
MAINSTREAM	ALLOCATED	46	46	46	46	46	46	46	<b>46</b>	0	0	0	0
	LEASED	45	44	44	45	45	45	45	<b>45</b>	0	0	0	0
VETERANS SUPPORTIVE HOUSING VASH (35)	ALLOCATED	35	35	35	35	35	35	35	<b>35</b>	0	0	0	0
	LEASED	30	30	31	31	29	28	31	<b>33</b>	0	0	0	0
VETERANS SUPPORTIVE HOUSING VASH (25)	ALLOCATED	25	25	25	25	25	25	25	<b>25</b>	0	0	0	0
	LEASED	22	22	21	21	21	21	20	<b>19</b>	0	0	0	0
VETERANS SUPPORTIVE HOUSING VASH (10)	ALLOCATED	10	10	10	10	10	10	10	<b>10</b>	0	0	0	0
	LEASED	3	4	5	5	7	7	8	<b>7</b>	0	0	0	0
FAMILY UNIFICATION PROGRAM FUP (50)	ALLOCATED	50	50	50	50	50	50	50	<b>50</b>	0	0	0	0
	LEASED	31	32	33	32	34	34	34	<b>36</b>	0	0	0	0
FAMILY UNIFICATION PROGRAM FUP (31)	ALLOCATED	31	31	31	31	31	31	31	<b>31</b>	0	0	0	0
	LEASED	24	23	21	21	22	24	26	<b>27</b>	0	0	0	0
SHELTER PLUS	ALLOCATED	24	24	24	24	24	24	24	<b>24</b>	0	0	0	0
	LEASED	24	26	28	28	29	27	26	<b>28</b>	0	0	0	0

## VOUCHER UNITS LEASED FY 2013

<b>MONTH</b>	<b>TOTAL HUD AWARDED UNITS</b>	<b>TOTAL FUNDED UNITS</b>	<b>TOTAL LEASED UNITS</b>	<b>DIFFERENCE FUNDED V/S LEASED</b>	<b>DIFFERENCE AWARDED VS LEASED</b>
OCTOBER	1,896	1,896	1,653	243	243
NOVEMBER	1,896	1,896	1,661	235	235
DECEMBER	1,896	1,896	1,665	231	231
JANUARY	1,896	1,896	1,660	236	236
FEBRUARY	1,896	1,896	1,644	252	252
MARCH	1,896	1,896	1,692	204	204
APRIL	1,896	1,896	1,714	182	182
<b>MAY</b>	<b>1,896</b>	<b>1,896</b>	<b>1,724</b>	<b>172</b>	<b>172</b>
JUNE	-	-	-	-	-
JULY	-	-	-	-	-
AUGUST	-	-	-	-	-
SEPTEMBER	-	-	-	-	-
<b>TOTALS</b>	<b>15,168</b>	<b>15,168</b>	<b>13,413</b>	<b>1,755</b>	<b>1,755</b>



**SECTION 8 FY 2013 MONTHLY HAP EXPENDITURE ANALYSIS**

HAP	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	YTD
BUDGET AUTHORITY	\$ 577,932	\$ 801,531	\$ 880,749	\$ 612,484	\$ 785,194	\$ 785,198	\$ 797,262	\$ 709,059					\$ 5,949,409
ACTUAL HAP EXPENSE	\$ 775,284	\$ 761,555	\$ 785,283	\$ 764,530	\$ 796,872	\$ 790,810	\$ 822,491	\$ 825,746					\$ 6,322,571
VARIANCE	\$ (197,352)	\$ 39,976	\$ 95,466	\$ (152,046)	\$ (11,678)	\$ (5,612)	\$ (25,229)	\$ (116,687)					\$ (373,162)
PERCENT VARIANCE	-34.15%	4.99%	10.84%	-24.82%	-1.49%	-0.71%	-3.16%	-16.46%					-6.27%
YTD VARIANCE	\$ (197,352)	\$ (157,376)	\$ (61,910)	\$ (213,955)	\$ (225,634)	\$ (231,246)	\$ (256,475)	\$ (373,162)					\$ (373,162)
<b>PUC</b>													
HUD FUNDED PUC	\$ 304.82	\$ 422.75	\$ 464.53	\$ 323.04	\$ 414.13	\$ 414.13	\$ 420.50	\$ 373.98					\$ 392.23
ACTUAL PUC	\$ 469.02	\$ 458.49	\$ 471.64	\$ 460.56	\$ 484.72	\$ 467.38	\$ 479.87	\$ 478.97					\$ 471.38
VARIANCE	\$ (164.20)	\$ (35.74)	\$ (7.11)	\$ (137.52)	\$ (70.58)	\$ (53.25)	\$ (59.37)	\$ (104.99)					\$ (79.14)
PERCENT VARIANCE	-35.01%	-7.80%	-1.51%	-29.86%	-14.56%	-11.39%	-12.37%	-21.92%					-16.79%
<b>UNITS</b>													
HUD BASELINE UNITS	1,896	1,896	1,896	1,896	1,896	1,896	1,896	1,896					15,168
HUD FUNDED UNITS	1,896	1,896	1,896	1,896	1,896	1,896	1,896	1,896					15,168
FUNDED UNITS BASED ON ACTUAL HAP	1,232	1,748	1,867	1,330	1,620	1,680	1,661	1,480					12,619
ACTUAL UNITS LEASED	1,653	1,661	1,665	1,660	1,644	1,692	1,714	1,724					13,413
VARIANCE TO BUDGET	(421)	87	202	(330)	(24)	(12)	(53)	(244)					(794)
VARIANCE TO BASELINE	664	148	29	566	276	216	235	416					2,549
YTD VAR TO BASELINE	664	812	840	1,406	1,682	1,898	2,133	2,549					2,549
VARIANCE FUNDED	243	235	231	236	252	204	182	172					1,755
YTD VAR TO FUNDED	243	478	709	945	1,197	1,401	1,583	1,755					1,755
<b>ADMIN FEES</b>													
HUD FUNDS	\$ 68,522	\$ 68,522	\$ 68,522	\$ 73,180	\$ 64,181	\$ 64,181	\$ 59,442	\$ 60,340					\$ 526,890
ACTUAL EXPENSE	\$ 64,288	\$ 85,837	\$ 70,338	\$ 83,222	\$ 73,201	\$ 72,171	\$ 80,908	\$ 88,503					\$ 618,468
VARIANCE	\$ 4,234	\$ (17,315)	\$ (1,816)	\$ (10,042)	\$ (9,020)	\$ (7,990)	\$ (21,466)	\$ (28,163)					\$ (91,578)
PERCENT	93.82%	125.27%	102.65%	113.72%	114.05%	112.45%	136.11%	146.67%					117.38%
CUMULATIVE VARIANCE	\$ 4,234	\$ (13,081)	\$ (14,897)	\$ (24,939)	\$ (33,959)	\$ (41,949)	\$ (63,415)	\$ (91,578)					\$ (91,578)

THIS SHEET INCLUDES HCV, VASH, & FUP

**SECTION 8 CY 2013 MONTHLY HAP EXPENDITURE ANALYSIS**

<b>HAP</b>	<b>Jan-13</b>	<b>Feb-13</b>	<b>Mar-13</b>	<b>Apr-13</b>	<b>May-13</b>	<b>Jun-13</b>	<b>Jul-13</b>	<b>Aug-13</b>	<b>Sep-13</b>	<b>Oct-13</b>	<b>Nov-13</b>	<b>Dec-13</b>	<b>YTD</b>
BUDGET AUTHORITY	\$ 612,484	\$ 785,194	\$ 785,198	\$ 797,262	\$ 709,059								\$ 3,689,197
ACTUAL HAP SPENT	\$ 764,530	\$ 796,872	\$ 790,810	\$ 822,491	\$ 825,746								\$ 4,000,450
VARIANCE	\$ (152,046)	\$ (11,678)	\$ (5,612)	\$ (25,229)	\$ (116,687)								\$ (311,253)
PERCENT VARIANCE	-24.82%	-1.49%	-0.71%	-3.16%	-16.46%								-8.44%
YTD VARIANCE	\$ (152,046)	\$ (163,724)	\$ (169,336)	\$ (194,566)	\$ (311,253)								\$ (311,253)
<b>PUC</b>													
HUD FUNDED PUC	\$ 323.04	\$ 414.13	\$ 414.13	\$ 420.50	\$ 373.98								\$ 389.16
ACTUAL PUC	\$ 460.56	\$ 484.72	\$ 467.38	\$ 479.87	\$ 478.97								\$ 474.32
VARIANCE	\$ (137.52)	\$ (70.58)	\$ (53.25)	\$ (59.37)	\$ (104.99)								\$ (85.17)
PERCENT VARIANCE	-29.86%	-14.56%	-11.39%	-12.37%	-21.92%								-17.96%
<b>UNITS</b>													
HUD BASELINE UNITS	1,896	1,896	1,896	1,896	1,896								9,480
HUD FUNDED UNITS	1,896	1,896	1,896	1,896	1,896								9,480
FUNDED UNITS BASED ON ACTUAL HAP	1,330	1,620	1,680	1,661	1,480								7,772
ACTUAL UNITS LEASED	1,660	1,644	1,692	1,714	1,724								8,434
VARIANCE TO BUDGET	(330)	(24)	(12)	(53)	(244)								(662)
VARIANCE TO BASELINE	566	276	216	235	416								1,708
YTD VAR TO BASELINE	566	842	1,058	1,293	1,708								1,708
VARIANCE FUNDED	236	252	204	182	172								1,046
YTD VAR TO FUNDED	236	488	692	874	1,046								1,046
<b>ADMIN</b>													
HUD FUNDED FEES	\$ 73,180	\$ 64,181	\$ 64,181	\$ 59,442	\$ 60,340								321,324
ACTUAL EXPENSE	\$ 83,222	\$ 73,201	\$ 72,171	\$ 80,908	\$ 88,503								\$ 398,005
VARIANCE	\$ (10,042)	\$ (9,020)	\$ (7,990)	\$ (21,466)	\$ (28,163)								\$ (76,681)
PERCENT	113.72%	114.05%	112.45%	136.11%	146.67%								123.86%
CUMULATIVE VARIANCE	\$ (10,042)	\$ (19,062)	\$ (27,052)	\$ (48,518)	\$ (76,681)								\$ (76,681)

**THIS SHEET INCLUDES HCV, VASH, & FUP**

Resident Services Report  
MAY 2013

**Family Self-Sufficiency – Public Housing – GRANT FUNDED**

Period: 11/16/12 – 11/15/13

May 2013

Current Number of Participants: **113** Number of Persons with Escrow Accounts: **48** Total in Escrow: **\$48,261.76**

Coordinators: **Gloria Charlton and Thomas Woods**

Graduates: **0**

Problem, Need, Situation	Service or Activity	Benchmarks			Outcomes			Evaluation Tools
		Intervention			Impact			
Planning		Output Goal	Month	TD	Outcome Goal	Month	TD	Accountability
There is a need to link new Family Self-Sufficiency (FSS) program participants to services and economic opportunities that will lead to employment and economic self-sufficiency.	Case Management-Service Coordination-Individual Training Service Plans (ITSPs) developed Persons	40	3	10	Case Management-Service Coordination-Contract completed – (10 Households)	3	11	<b>A. Tools for Measurement</b> Database Intake log Interviews Phone log  <b>B. Where Data Maintained</b> Agency database Individual case records  <b>C. Source of Data</b> Counseling reports Escrow accounts General Equivalency Diploma (GED) certification / Diploma Mortgage documents  <b>D. Frequency of Collection</b> Upon incident Monthly Daily  <b>E. Processing of Data</b> Statistical database Manual tallies
	Policy Priority-Job Creation / Employment-Partnership with Workforce Investment Board (WIB) to establish apprenticeship programs and or job opportunity partnerships	5	0	1	Policy Priority-Job Creation / Employment-Number of job placements as a result of partnerships with the Workforce Investment Board Full Time Equivalent (FTE) (10 Persons)	0	0	

**Family Self-Sufficiency – Public Housing – GRANT FUNDED**

Period: 11/16/12 – 11/15/13

May 2013

Problem, Need, Situation	Service or Activity	Benchmarks			Outcomes			Evaluation Tools
		Intervention			Impact			
Planning		Output Goal	Month	TD	Outcome Goal	Month	TD	Accountability
Same as above	Employment-Skills Assessment Persons	10	0	1	New - Employment-Enrollment in Job Readiness and Job Training Classes (7 Persons)	1	5	Same as above
	Training-Employment-Job Readiness / Employability Classes Completed Persons	7	0	4	Employment-Job Placement (5 Persons)	0	1	
	Employment-Job Retention Activities-Persons	20	0	2	Employment-Maintain employment for three to six months (10 Persons)	0	3	
					Employment-Maintain employment for three to six months (7 Persons)	0	1	

**Family Self-Sufficiency – Public Housing – GRANT FUNDED**

Period: 11/16/12 – 11/15/13

May 2013

Problem, Need, Situation	Service or Activity	Benchmarks			Outcomes			Evaluation Tools
		Intervention			Impact			
Planning		Output Goal	Month	TD	Outcome Goal	Month	TD	Accountability
Same as above	Transportation-Transportation services related to grant activities provided Persons	15	1	2	Employment-FTE (7 Persons)	0	3	Same as above
	Financial Literacy-Financial literacy / Financial management education-Enrolled Persons	20	1	1	Financial Literacy-Earned Income increased (7 Households)	0	0	
	Housing-Post-Purchase Homeownership Education / Counseling-Attended Persons	5	0	0	Financial Literacy-Credit score improved (5 Persons)	0	0	
	Youth-Mentoring relationships established Persons	20	0	0	Youth-GPA for children improved by .50 or more (10 Persons)	0	0	

**Family Self-Sufficiency – Public Housing – GRANT FUNDED**

Period: 11/16/12 – 11/15/13

May 2013

Problem, Need, Situation	Service or Activity	Benchmarks			Outcomes			Evaluation Tools
		Intervention			Impact			
Planning		Output Goal	Month	TD	Outcome Goal	Month	TD	Accountability
There is a need to maintain on-going linkages to services and economic opportunities for existing FSS program participants in order to support their transition to employment and economic self-sufficiency.	Employment-Skills Assessment Persons	10	0	8	Employment-Job Placement (4 Persons)	0	1	Same as above
	Policy Priority-Capacity Building and Knowledge Sharing-Meet with local Program Coordinating Committee (PCC) (minimum 4 meetings per year) and conduct gap analysis Meetings	4	0	2	Policy Priority-Capacity Building and Knowledge Sharing-Number of new Supportive Service Partners providing services as a result of the gap analysis (5 Partners)	0	2	
	Training-Employment-Job training classes-Completed Persons	10	3	7	Employment-Job Placement (4 Persons)	0	0	
	Employment-Job retention activities Persons	10	0	5	Employment-Maintain employment 6 months to 1 year (5 Persons)	0	2	

**Family Self-Sufficiency – Public Housing – GRANT FUNDED**

Period: 11/16/12 – 11/15/13

May 2013

Problem, Need, Situation	Service or Activity	Benchmarks			Outcomes			Evaluation Tools
		Intervention			Impact			
Planning		Output Goal	Month	TD	Outcome Goal	Month	TD	Accountability
Same as above	Transportation-Transportation services related to grant activities provided Persons	10	1	15	Employment-FTE (5 Persons)	1	4	Same as above
	Financial Literacy-Financial management counseling-Enrolled Persons	10	2	5	Financial Literacy-Earned income increased-Dollars (5 Persons)	1	4	
	Housing-Pre-Purchase Homeownership Education / Counseling-Attended Persons	5	1	2	Financial Literacy-Credit score improved (3 Persons)	0	0	
	Housing-Post-Purchase Homeownership Education / Counseling-Attended Persons	3	1	2	Financial Literacy-Monthly bills paid on time for a six month period (3 Persons)	0	0	



**Family Self-Sufficiency – Public Housing – GRANT FUNDED**

Period: 11/16/12 – 11/15/13

May 2013

Problem, Need, Situation	Service or Activity	Benchmarks			Outcomes			Evaluation Tools
		Intervention			Impact			Accountability
Planning		Output Goal	Month	TD	Outcome Goal	Month	TD	
Same as above	Youth-Mentoring relationships established Persons	10	0	19	Youth-Grade Point Average (GPA) for children improved by ½ grade (.50) or more (6 Persons)	0	6	Same as above

**Family Self-Sufficiency – Housing Choice Voucher – GRANT FUNDED**

Grant Period: 1/01/13 – 12/31/13

May 2013

Current Number of Participants: 58

Number of Persons with Escrow Accounts: 39

Total in Escrow: \$121,913.48

Coordinator: Wanda Alston

Successful FSS Program Completions: 0

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need to maintain on-going linkages to services and economic opportunities for existing FSS program participants in order to support their transition to employment and economic self-sufficiency.	Policy priority-Capacity Building and Knowledge Sharing-Meet with local PCC and conduct gap analysis (4 meetings)	0	2	Policy Priority-Capacity Building and Knowledge Sharing-Number of new Supportive Service Partners providing services as a result of the gap analysis (4 partners)	0	1	<b>A. Tools for Measurement</b> Database Interviews Questionnaire Plans  <b>B. Where Data Maintained</b> Agency Database Individual case records  <b>C. Source of Data</b> Escrow accounts GED Certification/Diploma Employment records Work plan reports Financial reports Placements  <b>D. Frequency of Collection</b> Upon incident Monthly Quarterly Biannually  <b>E. Processing of Data</b> Computer Spreadsheets Statistical database Manual calculations
	Case Management-Service Coordination-ITSP developed (24 Persons)	0	0	Case Management-Service Coordination-Contract completed (5 Households)	0	0	
	Policy Priority-Job Creation/Employment-Partnership with WIB to establish apprenticeship programs and/or job opportunities (7 Partnerships)	0	1	Policy Priority-Job Creation/Employment-Number of job placements as a result of partnerships with the Workforce Investment Board (10 FTE)	0	2	
	Employment-Skills assessment (10 Persons)	0	0	Employment-Job placement (5 Persons)	1	3	
	Training- Job Training- Enrolled (7 Persons)	0	2				

**Family Self-Sufficiency – Housing Choice Voucher – GRANT FUNDED**

Grant Period: 1/01/13 – 12/31/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Training-Employment- Job training classes- Completed (5 Persons)	1	3				Same as above
	Employment-Job retention activities (20 Persons)	0	2	Employment-Maintain employment for three- six months (10 Persons)	0	2	
				Employment-Maintain employment six months-year (7 Persons)	0	1	
				Employment-Maintain employment greater than one year (5 persons)	0	1	
	Transportation- Transportation services related to grant activities provided (15 Persons)	0	2	ITSP Educational Goals Completed (5 Persons)	0	0	
	Financial Literacy- Financial management counseling-Enrolled (20 Persons)	0	2	Employment-Job placement (5 Persons)	0	0	
	Housing-Pre- purchase homeownership education/counseling- Attended (10 Persons)	0	1	Financial Literacy- Credit score improved (7 Persons)	0	0	

**Family Self-Sufficiency – Housing Choice Voucher – GRANT FUNDED**

Grant Period: 1/01/13 – 12/31/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Housing-Post-purchase homeownership education/counseling-Completed (2 Persons)	0	3	Financial Literacy-Monthly bills paid on time for a six month period (5 Persons)	0	0	Same as above
				Financial Literacy-Monthly bills paid on time for a 12 month period (5 Persons)	0	0	
	Youth-Summer programs for youth offered (15 Persons)	0	0	Youth-GPA for children improved by .50 or more (10 Persons)	0	0	

**PROGRAM: Elderly & Disabled – Melrose and Morningside – OPERATIONS FUNDED**

May 2013

Coordinator: Deborah Davoll

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for supportive services to enable disabled and elderly residents to remain living independently and/or age in place.	Project Manager Hired	0	0	Implement Resident Opportunities for Self-Sufficiency (ROSS) Elderly/Persons with Disabilities Program Goals	0	0	<b>A. Tools for Measurement</b> Database Intake log Interviews Plans  <b>B. Where Data Maintained</b> Agency Database Individual case records School Training Center  <b>C. Source of Data</b> Escrow accounts Progress reports GED certification/diploma Placements Employment Records  <b>D. Frequency of Collection</b> Upon incident Monthly Quarterly Biannually Annually  <b>E. Processing of Data</b> Statistical databases Computer Spreadsheets Manual tallies
	Outreach to Elderly and/or persons with disabilities (200 persons)	1	14	Improved living conditions and/or quality of life (Mental Health) (125 persons)	0	0	
	Case management needs assessment (125 persons)	0	15	Improved living conditions/quality of life (125 persons)	0	0	
	Persons equipped with personal emergency response resources (125 persons)	0	0	Improved living conditions/quality of life (125 persons)	0	0	
	Individual meal services (90 persons)	0	0	Improved living conditions/quality of life (90 persons)	0	0	
	Case management ongoing (125 persons)	2	5	Live independently and/or age in place and avoid long term care placement (125 persons)	0	0	
	Medical services referrals (60 persons)	0	1	Live independently and/or age in place and avoid long term care placement (60 persons)	0	0	

**PROGRAM: Elderly & Disabled – Melrose and Morningside – OPERATIONS FUNDED**

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Wellness program referred to by grantee (60 persons)	0	0	Live independently and/or age in place and avoid long term care placement (60 persons)	0	0	Same as above
	Dental Services provided (30 persons)	0	0	Live independently and/or age in place and avoid long term care placement (30 persons)	0	0	
	Disability services counseling provided (40 persons)	0	0	Live independently and/or age in place and avoid long term care placement (60 persons)	0	0	
	Mental Health Services (30 persons)	0	4	Live independently and/or age in place and avoid long term care placement (30 persons)	0	0	
	Financial literacy or computer training, job training, classes, etc. offered (30 classes)	0	5	Live independently and/or age in place and avoid long term care placement (125 persons)	0	0	
	Transportation services (75 persons)	0	12	Live independently and/or age in place and avoid long term care placement (75 persons)	0	0	

**PROGRAM:** **Family Homeownership at Various Sites**

**Grant Period:** 8/29/07 – 2/28/11

**Reopened and extended:** 6/07/12 – 12/20/13

**May 2013**

**Coordinator:** Yvonne Thomas

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Residents lack the knowledge that would allow them to move to market rate rental housing and/or purchase a home.	Credit counseling (85)	0	81	Bank accounts with positive savings (64)	0	31	<b>A. Tools for Measurement</b> Pre-post tests Intake log Interviews Database Survey
				Credit scores increase to 50% of goal (45)	0	37	
	Home maintenance class enrollments (60)	0	1	Home maintenance class completions (54)	0	2	<b>B. Where Data Maintained</b> Agency Database Individual case records School Training Center
	Housing counseling class enrollments (60)	0	22	Housing counseling class completions (48)	0	22	
	Pre-purchase homeownership counseling/training enrollments (60)	0	47	Pre-purchase homeownership counseling/training completions (38)	0	21	<b>C. Source of Data</b> Escrow accounts Progress reports GED certification/diploma Placements Employment Records
	Individual Savings Account (ISA) established (60)	0	10	ISA increased by 50% Persons (45)	0	10	
	Housing Search Undertaken (45)	0	8	Homes purchased through ROSS opportunities (23)	0	8	<b>D. Frequency of Collection</b> Upon incident Monthly Quarterly Biannually Annually
	Program graduates (45)	0	8	Homes purchased through partner homeownership opportunities (56)	0	18	
			Home purchased at market rate	0	8	<b>E. Processing of Data</b> Statistical databases Computer Spreadsheets Manual tallies	

**PROGRAM:** **Family Homeownership at Various Sites**

Grant Period: 8/29/07 – 2/28/11

Reopened and extended: 6/07/12 – 12/20/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for members of families residing in Public and Indian Housing to gain employment through job training and mentoring programs.	Childcare provided during grant activities	0	6	Employment obtained by residents	0	0	Same as above
	Transportation related to grant activities provided (60)	3	44	Employment obtained by residents above minimum wage	0	75	
	Job training class enrollments (40)	0	29	Job training class completions (30)	0	26	
	Job-specific training classes enrollments (30)	0	34	Job-specific training classes completed (23)	0	10	
				Certification from business or technical school	0	6	
				Certification from private industry	0	15	
	Residents utilizing open computer lab (55)	9	135	Employment obtained by residents (41)	0	0	
	Skills assessment (50)	0	134	Employment opportunities-Other – Persons (30)	0	11	
	Training Opportunities-Other (40)	0	74	Promotion resulting in increased pay	0	226	
Training Opportunities-Section 3 (60)	0	23					



**PROGRAM:** **Family Homeownership at Various Sites**

Grant Period: 8/29/07 – 2/28/11

Reopened and extended: 6/07/12 – 12/20/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Vocational training-enrolled (30)	0	9				Same as above
	Employer outreach-employers in negotiation for job slots to residents – Job slots (80)	0	201	Employer outreach-jobs taken by residents (48)	0	18	
	Employment opportunities-Section 3 – Available jobs (75)	0	52	Employment opportunities-Section 3 – Available jobs (45)	0	0	
	Employment opportunities-Other –Persons (50) (Job Fair)	0	286	Employment opportunities-Other – Persons (30)	0	8	
				Maintain employment for six months-one year	0	127	
	Business opportunities-Section 3 Businesses (25)	0	3	Business opportunities-Section 3 Businesses	0	12	
	Business opportunities-Other-Businesses (25)	0	4	Business opportunities-Other-Businesses	0	16	
	Employer outreach-employers in negotiation for job slots to residents	0	6	Employer outreach-jobs taken by residents	0	5	

**PROGRAM:** **Family Homeownership at Various Sites**

**Grant Period:** 8/29/07 – 2/28/11

**Reopened and extended:** 6/07/12 – 12/20/13

**May 2013**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Program graduates (60)	0	75	Moving from public housing to non-assisted rental housing	0	150	Same as above
				Maintain employment greater than one year	0	125	
There is a need for members of families residing in Public and Indian Housing to receive training in financial management and life skills training.	Money management class (75)	0	41	Budget created and maintained (56)	0	21	Same as above
				Money Management class completed	0	21	
	Tax preparation education (80)	0	36	Tax preparation education completed (60)	0	18	
	Life skills class (75)	0	62	Life skills class completed (60)	0	33	
Children and teens in Public and Indian Housing need support in reaching their educational potential which may be advanced from tutoring, mentoring, or other school support program.	High school-enrolled (60)	0	120	High school diploma obtained (60)	0	56	Same as above
	College preparation class (25)	0	2	College preparation class completed (24)	0	0	
	Mentoring relationships established (25)	0	60	Mentoring relationships ongoing more than six months (19)	0	50	
	Computer classes for school-age students enrollments (40)	0	16	Computer classes for school-age student's completions (32)	0	16	

**PROGRAM:** **Family Homeownership at Various Sites**

Grant Period: 8/29/07 – 2/28/11

Reopened and extended: 6/07/12 – 12/20/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for members of families residing in Public and Indian Housing to pass the GED in order to qualify for employment opportunities.	GED program-enrolled (20)	1	54	GED obtained (26)	0	3	Same as above
	Literacy class (25)	0	50	Functional illiteracy decreased (19)	0	54	
	English as a Second Language (ESL) class enrollments (10)	0	210	ESL class completions (8)	0	49	

**PROGRAM:** **2007 ROSS Family and Homeownership at Various Sites**

**Grant Period:** 6/25/08 – 12/24/11

**Reopened and extended:** 6/04/12 – 12/15/13

**May 2013**

**Program Coordinator:** Yvonne Thomas

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Residents lack skills and training in employability, access to the Internet and computer technology, educational programs, as well as supportive services and program designed to promote economic self-sufficiency.	Outreach to families (60)	0	1119	Families aware of opportunities and enroll in program (50)	0	547	<b>A. Tools for Measurement</b> Database Intake log Interviews Plans  <b>B. Where Data Maintained</b> Agency Database Individual case records School Training Center  <b>C. Source of Data</b> Escrow accounts Progress reports GED certification/diploma Placements Employment Records  <b>D. Frequency of Collection</b> Upon incident Monthly Quarterly Biannually Annually  <b>E. Processing of Data</b> Statistical databases Computer Spreadsheets Manual tallies
	ESL classes-Enrolled (5)	0	59	Functional literacy increased (3)	0	56	
	GED program-Enrolled (5)	2	56	GED obtained (3)	0	2	
	Transportation related to grant activities provided (20)	0	152	Employment obtained by residents above minimum wage (10)	0	62	
	Residents utilizing open computer lab (40)	9	374	Functional literacy increased (20)	0	131	
	Child care provided during grant activities (10)	0	0	Maintain employment for three-six months (7)	0	11	
	Skills assessment (40)	0	122	Maintain employment greater than one year  New resident is referred or placed in job training or educational setting (30)	0	1  167	

**PROGRAM: 2007 ROSS Family and Homeownership at Various Sites**

Grant Period: 6/25/08 – 12/24/11

Reopened and extended: 6/04/12 – 12/15/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Training Opportunities- Other (3)	0	36	Employment opportunities- Section 3 – (1 Person)	0	5	Same as above
	Employment readiness class- soft skills – Enrolled (15)	5	99	Employment obtained by residents above minimum wage (7)	0	27	
	Job training classes - Enrolled (2)	0	82	Employment obtained by residents above minimum wage (1)	0	24	
There is a need for members of families residing in Public and Indian Housing to receive training in financial management and life skills training.	Financial literacy class- Enrolled (30)	0	42	Budget created and maintained (17)	0	16	Same as above
	Life skills class- Enrolled (35)	0	36	Decrease in maintenance complaints (14)	0	0	
	Parenting classes- Enrolled (20)	0	2	Preventive health care received (10)	0	4	
	Credit counseling (25)	0	44	Credit counseling completed (18)	0	71	
	Bank accounts established (22)	0	4	Bank accounts with positive savings- (13 Persons)	0	0	
	Individual savings accounts established (12)	0	1	Individual savings accounts increased by 50% - (7 Persons)	0	0	

**PROGRAM:** **2007 ROSS Family and Homeownership at Various Sites**

**Grant Period:** 6/25/08 – 12/24/11

**Reopened and extended:** 6/04/12 – 12/15/13

**May 2013**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Same as above	Training Opportunities- Other (90)	0	73	Earned Income Tax Credit (EITC) received (75)	0	50	Same as above
	Training Opportunities - Other (90)	0	81	Monthly bills paid on time for a six month period (60)	0	1	
Residents lack the knowledge that would allow them to move to market rate rental housing and/or purchase a home.	Financial literacy class completed (17)	0	12	Credit scores increase to 50% of goal (8)	0	7	Same as above
	Pre-purchase homeownership counseling/training enrolled (36)	0	17	Credit repaired to goal score (25)	0	3	
	Housing search undertaken (30)	0	9	Homes purchased through partner homeownership opportunities (18)	0	7	
	Housing search undertaken (34)	0	14	Homes purchased through ROSS opportunities (3) Moving from public housing to non-assisted rental housing (20)	0	9 13	

**PROGRAM:** **2007 ROSS Family and Homeownership at Various Sites**

**Grant Period:** 6/25/08 – 12/24/11

**Reopened and extended:** 6/04/12 – 12/15/13

**May 2013**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Children and teens in Public and Indian Housing need support in reaching their educational potential which may be advanced from tutoring, mentoring or other school support program.	Computer classes for school-age students enrollments (85)	0	47	Computer classes for school-age student's completions (70)	0	19	Same as above
	College preparation class-Enrolled (16)	0	16	College preparation classes completed (7)	0	16	
				College acceptances (5)	0	14	
	Mentoring relationships established (40)	0	85	Mentoring relationships ongoing more than six months (26)	0	26	
	Summer programs for youth offered (115 persons)	0	58	Youth develop leadership and cultural enhancement skills (80)	0	63	
	Tutoring program for school-age students-Enrolled (55)	0	55	GPA for children improved by .50 or more (27)	0	8	
	High school-Enrolled (59)	0	24	High school diploma obtained (12)	0	0	

**PROGRAM:** **2007 ROSS Family and Homeownership at Various Sites**

**Grant Period:** 6/25/08 – 12/24/11

**Reopened and extended:** 6/04/12 – 12/15/13

**May 2013**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for members of families residing in Public and Indian Housing to gain computer skills necessary to compete in the job market and complete school/homework assignments.	Adult computer classes-Enrolled (15)	2	55	Employment obtained by residents above minimum wage (40%)	0	5	Same as above
	Literacy class-Enrolled (3)	0	11	Employment obtained by residents above minimum wage (1)	0	3	
	Training Opportunities-Other (5)	0	48	Employment obtained by residents above minimum wage (3)	0	9	



**PROGRAM: 2010 ROSS Service Coordinator – Indian Village and Jamestown – GRANT FUNDED**

**Grant Period: 6/16/10 – 6/15/13**

**Reporting Period: 6/16/12 – 6/15/13**

**May 2013**

**Coordinator: Deidre Myers (Indian Village) – Samantha Shepherd (Jamestown Place)**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for families residing in Public and Indian Housing to pass the GED in order to qualify for employment opportunities.	Education-GED program - Enrolled (5)	2	10	Education-GED obtained (3)	0	3	<b>A. Tools for Measurement</b> Database Intake log Interviews Bank accounts Post Tests  <b>B. Where Data Maintained</b> Agency Database Individual case records School Specialized database  <b>C. Source of Data</b> Counseling reports GED certification/diploma Placements Financial reports Employment Records Work plan reports  <b>D. Frequency of Collection</b> Monthly  <b>E. Processing of Data</b> Computer Spreadsheets Manual tallies
	Education-GED program - Completed (3)	0	6	Education-Functional literacy increased (4)	0	6	
	Education-Literacy class - Enrolled (5)	0	2				
	Education-Literacy class-Completed (3)	0	2				
	Education-ESL class - Enrolled (5)	0	10				
	Education-ESL class - Completed (3)	0	1				

**PROGRAM: 2010 ROSS Service Coordinator – Indian Village and Jamestown – GRANT FUNDED**

Grant Period: 6/16/10 – 6/15/13

Reporting Period: 6/16/12 – 6/15/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for families residing in Public and Indian Housing to receive training in financial management and life skills training.	Financial literacy class-Enrolled (12)	3	12	Financial-Credit Counseling Completed (10)	3	6	<b>A. Tools for Measurement</b> Database Intake log Interviews Plans  <b>B. Where Data Maintained</b> Agency Database Individual case records School Training Center  <b>C. Source of Data</b> Escrow accounts Progress reports GED certification/diploma Placements Employment Records  <b>D. Frequency of Collection</b> Upon incident Monthly Quarterly Biannually Annually  <b>E. Processing of Data</b> Statistical databases Computer Spreadsheets Manual tallies
	Financial literacy class-Completed (10)	3	12	Self-Sufficiency - Earned Income increased (8)	0	8	
	Financial credit counseling-Enrolled (15)	3	6	Financial-Budget created and maintained (10)	0	0	
	Education-Life Skills class – Enrolled (12)	0	17				
	Education-Life Skills class - Completed (10)	0	17				

**PROGRAM: 2010 ROSS Service Coordinator – Indian Village and Jamestown – GRANT FUNDED**

**Grant Period: 6/16/10 – 6/15/13**

**Reporting Period: 6/16/12 – 6/15/13**

**May 2013**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Children and teens in Public and Indian Housing need support in reaching their educational potential which may be advanced from tutoring, mentoring or other school support programs.	Youth-Leadership Programs for youth offered (8)	0	24	Youth-Leadership skills enhanced (8)	0	9	<b>A. Tools for Measurement</b> Database Intake log Interviews Bank accounts Post Tests  <b>B. Where Data Maintained</b> Agency Database Individual case records School Specialized database  <b>C. Source of Data</b> Counseling reports GED certification/diploma Placements Financial reports Employment Records Work plan reports  <b>D. Frequency of Collection</b> Monthly  <b>E. Processing of Data</b> Computer Spreadsheets Manual tallies
	Youth-Mentoring relationships established (5)	0	21	Youth-Mentoring relationships ongoing more than 6 months (4)	0	5	
	Youth-Tutoring program for school - age students - Enrolled (10)	0	13	Youth-GPA for children improved by .50 or more (8)	0	2	
	Youth-Computer classes for school - age students - Completed (10)	0	1				

**PROGRAM: 2010 ROSS Service Coordinator – Indian Village and Jamestown – GRANT FUNDED**

Grant Period: 6/16/10 – 6/15/13

Reporting Period: 6/16/12 – 6/15/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Residents lack skills and training in employability, access to the internet and computer technology, educational programs, as well as supportive services and programs designed to promote economic self-sufficiency.	Education-Adult computer classes - Enrolled (15)	2	10	Employment- Employment Obtained (10)	1	9	<b>A. Tools for Measurement</b> Database Intake log Interviews Plans  <b>B. Where Data Maintained</b> Agency Database Individual case records School Training Center  <b>C. Source of Data</b> Escrow accounts Progress reports GED certification/diploma Placements Employment Records  <b>D. Frequency of Collection</b> Upon incident Monthly Quarterly Biannually Annually  <b>E. Processing of Data</b> Statistical databases Computer Spreadsheets Manual tallies
	Education-Adult computer classes - Completed (12)	2	5	Employment - Employment obtained above minimum wage (7)	0	7	
	Employment-Skills assessment (20)	1	10				
	Employment-Job readiness class - Soft skills - Enrolled (15)	2	13				
	Employment-Job readiness class - Soft skills - Completed (12)	2	13				

**PROGRAM: 2010 ROSS Service Coordinator – Indian Village and Jamestown – GRANT FUNDED**

Grant Period: 6/16/10 – 6/15/13

Reporting Period: 6/16/12 – 6/15/13

May 2013

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
There is a need for families residing in Public and Indian Housing to gain employment through job training and mentoring programs.	Employment-Job training classes - Enrolled (15)	0	9	Employment-Maintain employment for three to six months (7)	0	8	Same as above
	Employment-Job training classes - Completed (12)	0	4	Employment-Maintain employment for 6 months - one year (4)	0	6	
				Employment-Promotion resulting in increased hourly wage dollars (2)	0	1	

**PROGRAM: 2010 ROSS Service Coordinator – Indian Village and Jamestown – GRANT FUNDED**

**Grant Period: 6/16/10 – 6/15/13**

**Reporting Period: 6/16/12 – 6/15/13**

**May 2013**

Problem, Need, Situation	Service or Activities/Output			Outcome			Evaluation Tools
Planning	Programming			Impact			Accountability
	Measure	Month	TD	Outcome Goal	Month	TD	
Residents lack the knowledge to move to market rate rental housing and/or purchase a home.	Homeownership-Pre-purchase homeownership counseling / training Enrolled (10)	0	10	Housing-Moving from public housing to non-assisted rental housing (8)	0	1	Same as above
	Homeownership-Pre-purchase homeownership counseling / training Completed (8)	0	10	Housing-Homes purchased through partner homeownership opportunities (3)	0	0	
	Outreach-Outreach to single heads of household (25)	0	17				

## EMPLOYMENT, JOB TRAINING, AND SECTION 3 ACTIVITIES MONTHLY REPORT – MAY 2013

<b>Employment Services</b>	<b>Activity</b>		<b>Outcomes</b>	
	<b>Referrals</b>		<b>Hired</b>	
	<b>Month</b>	<b>YTD</b>	<b>Month</b>	<b>YTD</b>
Employment (All Companies)	3	184	2	153
Job Fairs	41	180		

<b>Training Services</b>	<b>Activity</b>		<b>Outcomes</b>			
	<b>Referrals</b>		<b>Enrolled</b>		<b>Completed</b>	
	<b>Month</b>	<b>YTD</b>	<b>Month</b>	<b>YTD</b>	<b>Month</b>	<b>YTD</b>
Job Training Programs	2	113	2	134	0	34

<b>Section 3 Activities</b>	<b>Number of Companies</b>	
	<b>Month</b>	<b>YTD</b>
Companies employing Public Housing and Housing Choice Voucher Participants	2	44
Outreach to Business (Section 3 information sessions; pre-bid conferences; meetings with potential employers)	3	36
Number of Section 3 business concerns participating in RRHA procurement processes	1	8*

\*YTD is an unduplicated count. Businesses participating in multiple procurements throughout the course of the year are only counted once in the YTD total.

REDEVELOPMENT AND MODERNIZATION  
MONTHLY ACTIVITY REPORT  
MAY 2013



# **Redevelopment and Modernization Department**

## **MAY 2013 MONTHLY ACTIVITY REPORT**

### **Choice Neighborhoods**

On May 2, 2013, RRHA received proposals from respondents to the Request for Proposals (RFP) for Master Planning Services for the Choice Neighborhoods Planning Grant. A selection panel assigned by the Executive Director will review, score, and eventually select the most responsive and responsible proposal.

On May 23, 2013, staff attended a Positive Action Toward Health (PATH) meeting. The PATH Coalition collected data using the Community Healthy Living Index (CHLI) methodology for children attending Hurt Park Elementary School. Seventy-five (75) percent of the children who attend Hurt Park Elementary School reside at Lansdowne Park. The organization is hosting a Community Health Day on June 8, 2013, at Lansdowne Park. PATH will be an integral part of the Choice Neighborhoods "People" and "Neighborhood" goals of the Choice Neighborhoods Planning Grant.

On May 23, 2013, RRHA staff attended a meeting at the Roanoke City Police Department to discuss the Drug Market Intervention program that is currently targeting the Melrose-Loudon community. This target area overlaps with the Choice Neighborhoods Planning Grant area and discussions were held to find ways to collaborate for the benefit of both programs.

On May 28, 2013, RRHA staff held a conference call with HUD staff from headquarters and HUD's Richmond Field Office to discuss the progress of the Choice Neighborhoods Grant.

### **Derelict Structures Program**

On May 6, 2013, RRHA staff met with a representative from the City of Roanoke to discuss the funding of existing projects which include the Consolidated Loan Program, Surplus Real Estate, and the Derelict Structures Program.

### **Replacement Housing Factor**

On May 13, 2013, RRHA sent a Full Development Proposal for RHF-1 to HUD's Richmond Field Office. The Full Development Proposal outlines the plan to develop public housing units.

On May 31, 2013, RRHA sent a Full Development Proposal for RHF-2 to HUD's D.C. Office. The Full Development Proposal outlines the plan to develop public housing units.

HUD approval of the Full Development Proposals will allow RRHA to develop approximately 11 additional scattered site public housing units utilizing \$1.4 million of RHF funds that have accumulated since 2007.

**City of Roanoke Redevelopment and Housing Authority  
Capital Fund Summaries  
Open Hope VI and Capital Fund**

5/31/2013

<b>Fund #</b>	<b>Total Budgeted</b>	<b>Total Obligated</b>	<b>Balance Unobligated</b>	<b>Total Expended</b>	<b>Balance Available</b>	<b>Obligation End Date</b>	<b>Expenditure End Date</b>
VA36URDO11I198	\$15,373,939.81	\$15,373,939.81	\$0.00	\$15,373,939.81	\$0.00	30-Sep-2013	30-Sep-2015
VA36RO1150109	\$189,962.00	\$0.00	\$189,962.00	\$0.00	\$189,962.00	29-Oct-2013	29-Oct-2015
VA36RO1150110	\$194,133.00	\$0.00	\$194,133.00	\$0.00	\$194,133.00	29-Oct-2013	29-Oct-2015
VA36RO1150111	\$165,582.00	\$0.00	\$165,582.00	\$0.00	\$165,582.00	29-Oct-2013	29-Oct-2015
VA36RO1150207	\$197,911.00	\$0.00	\$197,911.00	\$0.00	\$197,911.00	29-Oct-2013	29-Oct-2015
VA36RO1150208	\$198,644.00	\$0.00	\$198,644.00	\$0.00	\$198,644.00	29-Oct-2013	29-Oct-2015
VA36RO1150209	\$171,949.00	\$0.00	\$171,949.00	\$0.00	\$171,949.00	29-Oct-2013	29-Oct-2015
VA36RO1150210	\$187,080.00	\$0.00	\$187,080.00	\$0.00	\$187,080.00	29-Oct-2013	29-Oct-2015
VA36RO1150211	\$155,838.00	\$0.00	\$155,838.00	\$0.00	\$155,838.00	29-Oct-2013	29-Oct-2015
VA36RO1150212	\$266,474.00	\$0.00	\$266,474.00	\$0.00	\$266,474.00		
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	\$2,104,055.88	\$67,044.12	14-Jul-2012	14-Jul-2014
VA36P01150111	\$1,868,485.00	\$1,581,001.95	\$287,483.05	\$1,028,942.57	\$839,542.43	2-Aug-2013	2-Aug-2015
VA36P01150112	\$1,779,968.00	\$247,442.00	\$1,532,526.00	\$248,868.02	\$1,531,099.98	11-Mar-2014	11-Mar-2016
<b>Totals</b>	<b>\$25,280,554.81</b>	<b>\$21,732,972.76</b>	<b>\$3,547,582.05</b>	<b>\$21,115,295.28</b>	<b>\$4,165,259.53</b>		
		<b>86.0%</b>		<b>83.5%</b>			

**NOTE: VA36URDO11I198 (100% expended - closing documentation submitted to HUD for approval 09/27/12)  
VA36P01150109 (100% obligated August 2011) (100% spent May 2013)  
VA36P01150110 (100% obligated April 2012)**

City of Roanoke Redevelopment and Housing Authority  
 Contracts Administered by the Redevelopment and Modernization Department Status Report as of 5/31/2013

Construction Contract Number	Project Name	Name of Contractor	A/E	NTP Date	Completion Date	Modification Number	Current Contract Amount	Present % Complete	Scheduled % Complete	PROJECT STATUS (To include pending change orders, problems, and concerns)
contract 206-1201-1-7 (project 120503)	Replacement of Heating & Domestic Hot Water Boilers - Melrose Towers  Original Contract Amount: \$293,000	Valley Boiler & Mechanical, Inc.	CR Architecture + Design	10/01/12	04/17/13	#1 - Time #2 - \$4,295.94	\$297,295.94	100%	100%	Project complete.
contract 207-1202-1-7 (project 120601)	Concrete Sidewalk and Rear Porch Improvements - Jamestown Place  Original Contract Amount: \$173,100	Russell's Remodeling, LLC	RRHA in-house	10/11/12		#1 - Time #2 - 44,359.10	\$217,459.10	35%	86%	Project schedule to be adjusted due to delays for improvements to gas distribution system and weather conditions. Installation of new main electrical disconnects for buildings is underway.
contract 201-1202-1-7 (project 120701)	Window Replacement for RRHA Central Admin. Bldg. - Lansdowne Park  Original Contract Amount: \$162,489	South End Construction, Inc.	CR Architecture + Design	01/14/13		#1 - \$601.11 #2 - (\$953.20) + 12 calendar days to contract period	\$162,136.90	99%	100%	Contractor working on punch list items to complete project.
contract 206-1202-1-7 (project 120702)	Replacement of Chiller, Cooling, Tower and Air Handlers - Melrose Towers  Original Contract Amount: \$438,000	Valley Boiler & Mechanical, Inc.	CR Architecture + Design	02/19/13			\$438,000.00	90%	100%	Heated water and chilled water piping insulation is waiting on fittings and sealant; ductwork is waiting on insulation; unit control connections are incomplete. Fan coil unit installation is complete. Installation of controls is incomplete.
contract 561-1301-1-7 (project 130101)	Bathroom Upgrades for 47 Scattered Sites  Original Contract Amount: \$338,400	Russell's Remodeling, LLC	RRHA in-house	TBD			\$338,400.00	0%	0%	Contractor preparing materials submittals for review.

City of Roanoke Redevelopment and Housing Authority  
Derelict Structures  
Status Report as of 5/31/2013

Address or Tax Map #	Status	Resolution Approved	Closing	Demo Rehab	PROJECT STATUS
1623 Rorer Avenue, SW Tax Map # 1211711	House Purchased	11/27/06 No. 3391	08/14/07	06/8/08 Demo	Boundary line adjustment and lot combination has been approved by the City of Roanoke. RRHA will construct a semi-attached unit on the newly combined lot. RRHA staff sent a Full Development Proposal for HUD's review and approval. RRHA requested A&E services for house design and site layout.
1627 Rorer Avenue, SW Tax Map # 1211710	Lot Purchased	04/27/09 No. 3539	07/14/09	Vacant Land	
1629 Rorer Avenue, SW Tax Map # 1211709	Lot Purchased	04/27/09 No. 3539	07/14/09	Vacant Land	RRHA staff sent a Full Development Proposal for HUD's review and approval.
1801 Rorer Avenue, SW Tax Map # 1312215	House Purchased	04/21/08 No. 3473	11/12/08	01/02/09 Demo	Lot has been surveyed. RRHA requested A&E services for house design and site layout. RRHA staff sent a Full Development Proposal for HUD's review and approval.
702 10th Street, NW Tax Map # 2120817	House Purchased	04/21/08 No. 3472	04/07/09	07/21/09 Demo	Lot has been surveyed, and a site layout plan is complete for the construction of a single-family public housing unit. RRHA staff sent a Full Development Proposal for HUD's review and approval.
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 sell this house.
1302 Salem Avenue Tax Map # 1212006	House Purchased	08/18/08 No. 3497	12/04/08	Demo	RRHA is working with the City of Roanoke to convey this lot to the Hurt Park Neighborhood Alliance. The Alliance will transform the lot into a "Gateway" lot for the community which may include signage, a community garden, park benches, gazebo, and bus shelter.
0 Gilmer Tax Map # 2111212	Lot Purchased	07/16/07 No. 3431	08/15/07	Vacant Land	Lot has been surveyed, and a site layout plan is complete for the construction of a single-family public housing unit. RRHA staff sent a Full Development Proposal for HUD's review and approval.