



HARRISONBURG  
REDEVELOPMENT AND  
HOUSING AUTHORITY  
P.O. BOX 1071  
HARRISONBURG, VA 22803

Phone / VTDD 540-434-7386  
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June 13, 2020

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, June 17, 2020 at 4:00 p.m.**, at the office of the Authority located at 286 Kelley Street, Harrisonburg, Virginia.

A handwritten signature in blue ink that reads "Michael G. Wong" followed by a stylized flourish.

Michael G. Wong  
Executive Director

Enclosures

AGENDA  
Regular Meeting  
June 17, 2020

"Pursuant to and in accordance with the amendment to the Budget Bill - HB 29 2019, due to the COVID-19 pandemic and resulting Order of the Governor to stay home and social distance, the Board of Commissioners is meeting virtually by electronic communications means via Zoom. Notice has been provided to the public and arrangements have been made for public access and public comment through electronic communication means."

- I. Call to order and determination of quorum
- II. Review and Approval of Minutes
  - March 2020
- III. Review and Approval Financial Statements
  - March 2020
  - April 2020
  - May 2020
- IV. Reports
  - A. Executive Director
    1. Public Comment
    2. HUD SEMAP Score
    3. CARES Act Funding
      - a. 100 Families Housed in 100 Days Campaign
      - b. VHDA \$50,000.00 grant award
      - c. Department of Housing and Community Development \$100,000.00 Emergency Solutions Grant Award
    4. Mainstream Nonelderly Disabled Voucher Award
    5. Court Square Theater
    6. Harrisonburg Children's Museum
    7. 2020 Board of Commissioners List
    8. Governance and Communication
  - B. Any New Business/ Old Business
    1. Strategic Initiatives Updates
      - Homeownership and Neighborhood Revitalization
      - Addressing Homelessness and Affordable Housing
      - Improving Organizational Efficiency and Effectiveness
  - C. Management Reports
    1. Housing Choice Voucher Management Report
    2. J.R. "Polly" Lineweaver/Lineweaver Annex Program Management Report
    3. Franklin Heights Program Management Report
    4. Commerce Village Management Report
    5. Family Self Sufficiency Management Report
    6. Financial Monthly Report & Quarterly Investment Update

## MINUTES

Regular Meeting

March 18, 2020

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on Wednesday March 18 at 4:00 p.m., at the office of the Authority located at 286 Kelley Street, Harrisonburg Virginia.

Those present were:

Costella Fordney, Commissioner

Levi Fuller, Commissioner

Scott Gallagher, Commissioner

Also present were:

Michael G. Wong, Executive Director

Melisa Michelson, Attorney

The Regular Meeting was called to order and quorum declared present by Scott Gallagher, Commissioner. Commissioner Gallagher asked that if there are no objections, approval of the February minutes and financials be reviewed and approved together. Hearing none, Mr. Wong then provided a brief update on the financials. Commissioner Fordney seconded by Commissioner Fuller made the motion approving the February minutes and financials. The motion was unanimously approved.

Commissioner Gallagher then opened the floor for general public comment. No comment was received. Mr. Wong then presented the Authority's emergency personnel policy for consideration of approval and provided a brief update on the Authority's COVID response. Commissioner Fuller seconded by Commissioner Fordney made the motion for approval of the emergency personnel policy. The motion was unanimously approved.

Mr. Wong then presented a request for funding from Open Doors. He related that due to lack of clarity on the fiscal impacts of CORVID 19 he recommended delay or postponing a decision on the request. No action was taken on the funding request.

Mr. Wong then presented the 2019 Commerce Village, LLC audit for consideration of approval. He related of no audit findings or recommendations. After a period of discussion, Commissioner Fuller seconded by Commissioner Fordney made the motion to approve the 2019 Commerce Village audit. The motion was unanimously approved.

Commissioner Fordney seconded by Commissioner Fuller then made the motion to approve the management reports and to adjourn. This motion was unanimously approved. Commissioner Gallagher was recognized by the board for his expediency in conducting the meeting.

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Michael G. Wong  
Executive Director

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John Hall  
Vice Chair

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3410 HMIS COC Homelessness Grant-18	84,072.00	7,006.00	4,829.28	20,865.14	21,018.00	(152.86)
3410 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	12,783.15	25,168.80	20,066.25	5,102.55
3410 COC Planning Grant Funds	20,619.00	1,718.25	283.79	283.79	5,154.75	(4,870.96)
3610 Interest Income	0.00	0.00	11.90	36.30	0.00	36.30
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
3690 Developer's Fees	130,000.00	10,833.33	0.00	0.00	32,500.00	(32,500.00)
3690 Admin. Fees	9,500.00	791.67	0.00	35,000.00	2,375.00	32,625.00
3690 Application Fees	15,000.00	1,250.00	0.00	0.00	3,750.00	(3,750.00)
3690 Lease Income	4,800.00	400.00	400.00	1,200.00	1,200.00	0.00
3690 Management Fees-CV	10,000.00	833.33	874.21	2,547.26	2,500.00	47.26
3690 BPort Net Receipts	185,689.00	15,474.08	18,760.56	46,328.32	46,422.25	(93.93)
3690 Lineweaver Apts. Net Receipts	379,168.00	31,597.33	30,501.02	91,826.21	94,792.00	(2,965.79)
<b>Total Receipts</b>	<b>919,113.00</b>	<b>76,592.75</b>	<b>68,443.91</b>	<b>223,255.82</b>	<b>229,778.25</b>	<b>(6,522.43)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	134,085.00	11,173.75	10,770.10	37,633.68	33,521.25	4,112.43
4540 Adm Benefits	37,895.00	3,157.92	3,125.51	11,314.25	9,473.75	1,840.50
4130 Legal Expense	10,000.00	833.33	0.00	1,652.00	2,500.00	(848.00)
4140 Staff Training	5,000.00	416.67	0.00	995.00	1,250.00	(255.00)
4150 Travel	15,000.00	1,250.00	904.94	1,840.35	3,750.00	(1,909.65)
4171 Auditing Fees	3,600.00	300.00	0.00	0.00	900.00	(900.00)
4190 Sundry-Admin. Exp.	30,000.00	2,500.00	1,571.25	4,874.42	7,500.00	(2,625.58)
4190 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	7,311.20	20,094.35	20,066.25	28.10
4190 COC Planning Grant Funds	20,619.00	1,718.25	229.22	513.01	5,154.75	(4,641.74)
4190 HMIS Match for Grant Funds	10,000.00	833.33	585.39	2,276.82	2,500.00	(223.18)
4190 Community Donations (OpDr/COC,etc)	15,000.00	1,250.00	0.00	0.00	3,750.00	(3,750.00)
4190 HMIS Homeless Assistance-18	84,072.00	7,006.00	8,285.10	20,312.31	21,018.00	(705.69)
<b>Total Administration</b>	<b>445,536.00</b>	<b>37,128.00</b>	<b>32,782.71</b>	<b>101,506.19</b>	<b>111,384.00</b>	<b>(9,877.81)</b>
<b>Utilities</b>						
4320 Electric	3,200.00	266.67	183.48	665.42	800.00	(134.58)
4330 Gas	1,800.00	150.00	106.30	421.04	450.00	(28.96)
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>289.78</b>	<b>1,086.46</b>	<b>1,250.00</b>	<b>(163.54)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	34,289.00	2,857.42	2,644.17	9,028.85	8,572.25	456.60
4540 Maintenance Benefits	9,474.00	789.50	671.90	2,205.44	2,368.50	(163.06)
4420 Materials	6,000.00	500.00	66.43	337.42	1,500.00	(1,162.58)
4430 Contract Costs	9,500.00	791.67	236.50	484.71	2,375.00	(1,890.29)
<b>Total Maintenance</b>	<b>59,263.00</b>	<b>4,938.58</b>	<b>3,619.00</b>	<b>12,056.42</b>	<b>14,815.75</b>	<b>(2,759.33)</b>
<b>General:</b>						
4510 Insurance	7,000.00	583.33	538.05	1,573.69	1,750.00	(176.31)
4570 Collection Loss/Bad Debt Expens	0.00	0.00	0.00	0.00	0.00	0.00
4000 Bport Expenses	35,274.00	2,939.50	2,039.72	7,837.44	8,818.50	(981.06)
4000 Lineweaver Apartments Expenses	366,686.00	30,557.17	22,214.95	79,754.75	91,671.50	(11,916.75)
<b>Total General</b>	<b>408,960.00</b>	<b>34,080.00</b>	<b>24,792.72</b>	<b>89,165.88</b>	<b>102,240.00</b>	<b>(13,074.12)</b>
<b>TOTAL EXPENSES</b>	<b>918,759.00</b>	<b>76,563.25</b>	<b>61,484.21</b>	<b>203,814.95</b>	<b>229,689.75</b>	<b>(25,874.80)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>223,255.82</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>203,814.95</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>19,440.87</b>

Michael G. Wong, Executive Director

4/17/20  
Date

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of March 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	243,168.00	20,264.00	16,823.84	49,901.14	60,792.00	(10,890.86)
3410 HAP Funding	120,000.00	10,000.00	13,294.00	38,713.00	30,000.00	8,713.00
3690 Other Income-Laundry	3,800.00	316.67	387.18	995.87	950.00	45.87
3690 Other Income-Late fees,workordr	12,200.00	1,016.67	(4.00)	2,216.20	3,050.00	(833.80)
<b>Total Receipts</b>	<b>379,168.00</b>	<b>31,597.33</b>	<b>30,501.02</b>	<b>91,826.21</b>	<b>94,792.00</b>	<b>(2,965.79)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,986.92	17,414.21	16,197.25	1,216.96
4540 Adm Benefits	20,769.00	1,730.75	1,787.76	5,777.72	5,192.25	585.47
4130 Legal Fees	1,000.00	83.33	0.00	0.00	250.00	(250.00)
4140 Staff Training	1,000.00	83.33	0.00	0.00	250.00	(250.00)
4150 Travel	1,000.00	83.33	70.49	70.49	250.00	(179.51)
4171 Auditing	1,200.00	100.00	0.00	0.00	300.00	(300.00)
4190 Sundry	15,000.00	1,250.00	659.16	3,408.04	3,750.00	(341.96)
<b>Total Administration</b>	<b>104,758.00</b>	<b>8,729.83</b>	<b>7,504.33</b>	<b>26,670.46</b>	<b>26,189.50</b>	<b>480.96</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	561.88	250.00	311.88
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>561.88</b>	<b>250.00</b>	<b>311.88</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	656.97	1,970.91	2,000.00	(29.09)
4320 Electricity	68,000.00	5,666.67	5,755.99	18,756.31	17,000.00	1,756.31
4390 Sewer	23,500.00	1,958.33	1,938.60	5,815.80	5,875.00	(59.20)
<b>Total Utilities</b>	<b>99,500.00</b>	<b>8,291.67</b>	<b>8,351.56</b>	<b>26,543.02</b>	<b>24,875.00</b>	<b>1,668.02</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	49,160.00	4,096.67	4,314.00	13,880.22	12,290.00	1,590.22
4540 Maintenance Benefits	15,668.00	1,305.67	830.66	2,666.85	3,917.00	(1,250.15)
4420 Materials	18,000.00	1,500.00	425.53	1,712.37	4,500.00	(2,787.63)
4430 Contract Costs	60,000.00	5,000.00	114.50	5,734.37	15,000.00	(9,265.63)
<b>Total Maintenance</b>	<b>142,828.00</b>	<b>11,902.33</b>	<b>5,684.69</b>	<b>23,993.81</b>	<b>35,707.00</b>	<b>(11,713.19)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	8,600.00	716.67	674.37	1,985.58	2,150.00	(164.42)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	2,500.00	(2,500.00)
<b>Total General Exp.</b>	<b>18,600.00</b>	<b>1,550.00</b>	<b>674.37</b>	<b>1,985.58</b>	<b>4,650.00</b>	<b>(2,664.42)</b>
<b>TOTAL EXPENSES</b>	<b>366,686.00</b>	<b>30,557.17</b>	<b>22,214.95</b>	<b>79,754.75</b>	<b>91,671.50</b>	<b>(11,916.75)</b>

<b>TOTAL RECEIPTS TO DATE</b>	91,826.21
<b>TOTAL EXPENSES TO DATE</b>	79,754.75
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>	12,071.46

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

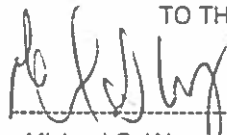
  
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Lisa Benasher, Lineweaver Manager

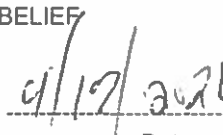
4-20-20  
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Date

**BRIDGEPORT COMPLEX**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment B  
For the Month of March 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3690 Rental Income	185,689.00	15,474.08	18,760.56	46,328.32	46,422.25	(93.93)
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>185,689.00</b>	<b>15,474.08</b>	<b>18,760.56</b>	<b>46,328.32</b>	<b>46,422.25</b>	<b>(93.93)</b>
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	250.00	(250.00)
4190-Sundry-Phone	600.00	50.00	41.45	124.35	150.00	(25.65)
<b>Total Op. Expenses</b>	<b>1,600.00</b>	<b>133.33</b>	<b>41.45</b>	<b>124.35</b>	<b>400.00</b>	<b>(275.65)</b>
<b>Utilities:</b>						
4310 Water	1,100.00	91.67	0.00	0.00	275.00	(275.00)
4320 Electricity	0.00	0.00	0.00	0.00	0.00	0.00
4330 Gas	0.00	0.00	0.00	0.00	0.00	0.00
4310 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>1,100.00</b>	<b>91.67</b>	<b>0.00</b>	<b>0.00</b>	<b>275.00</b>	<b>(275.00)</b>
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	1.34	750.00	(748.66)
4430 Contract Costs	12,000.00	1,000.00	565.17	3,200.14	3,000.00	200.14
<b>Total Maintenance</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>565.17</b>	<b>3,201.48</b>	<b>3,750.00</b>	<b>(548.52)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	17,574.00	1,464.50	1,433.10	4,511.61	4,393.50	118.11
<b>Total General Exp.</b>	<b>17,574.00</b>	<b>1,464.50</b>	<b>1,433.10</b>	<b>4,511.61</b>	<b>4,393.50</b>	<b>118.11</b>
<b>TOTAL EXPENSES</b>	<b>35,274.00</b>	<b>2,939.50</b>	<b>2,039.72</b>	<b>7,837.44</b>	<b>8,818.50</b>	<b>(981.06)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>46,328.32</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>7,837.44</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>38,490.88</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
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Michael G. Wong  
Executive Director

  
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Date

Please note: A principal payment to Bank of the James was made in the amount of \$2,175.04 for a total of \$6,3128.81 for this fiscal year.

**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts</b>						
3300RC Adm-Fraud/Abuse/Set Off De	8,000.00	666.67	1,369.52	4,810.02	2,000.00	2,810.02
3300RC HAP-Fraud/Abuse/Set Off De	8,000.00	666.67	1,369.52	4,810.02	2,000.00	2,810.02
3300 FSS Fort.	2,000.00	166.67	0.00	0.00	500.00	(500.00)
3300 Portability Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-HAP	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-Adm	0.00	0.00	0.00	0.00	0.00	0.00
3410 HCV FSS Grant Funds	35,103.00	2,925.25	5,850.50	8,695.14	8,775.75	(80.61)
3410 HCV HAP Payment-Adm Fees	468,331.00	39,027.58	39,362.00	117,722.00	117,082.75	639.25
3410 HCV HAP Payment-HAP Fees	5,585,682.00	465,473.50	500,841.00	1,528,503.00	1,396,420.50	132,082.50
<b>Total Receipts</b>	<b>6,107,116.00</b>	<b>508,926.33</b>	<b>548,792.54</b>	<b>1,664,540.18</b>	<b>1,526,779.00</b>	<b>137,761.18</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	301,462.00	25,121.83	23,456.92	81,559.51	75,365.50	6,194.01
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	8,775.75	8,775.75	0.00
4540 Adm/FSS Benefits	102,024.00	8,502.00	7,951.47	25,348.88	25,506.00	(157.12)
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	2,000.00	166.67	1,341.50	2,234.00	500.00	1,734.00
4150 Travel	2,000.00	166.67	2,880.26	3,522.16	500.00	3,022.16
4171 Auditing Fees	6,940.00	578.33	0.00	0.00	1,735.00	(1,735.00)
4190 Sundry	44,000.00	3,666.67	2,949.31	10,187.44	11,000.00	(812.56)
4190.1 Portability Fees	3,200.00	266.67	150.04	412.61	800.00	(387.39)
<b>Total Administration</b>	<b>496,729.00</b>	<b>41,394.08</b>	<b>41,654.75</b>	<b>132,040.35</b>	<b>124,182.25</b>	<b>7,858.10</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	3,200.00	266.67	198.68	406.49	800.00	(393.51)
4330 Gas	1,800.00	150.00	141.73	295.63	450.00	(154.37)
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>340.41</b>	<b>702.12</b>	<b>1,250.00</b>	<b>(547.88)</b>
<b>Maintenance</b>						
4420 Maintenance Salaries	0.00	0.00	0.00	0.00	0.00	0.00
4540 Maintenance Benefits	0.00	0.00	0.00	0.00	0.00	0.00
4420 Materials	0.00	0.00	0.00	0.00	0.00	0.00
4430 Contract Costs (Unit Inspections)	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Maintenance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>General</b>						
4510 Insurance	7,400.00	856.33	565.41	1,659.75	2,568.99	(909.24)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4715 HAP Portability In	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>7,400.00</b>	<b>856.33</b>	<b>565.41</b>	<b>1,659.75</b>	<b>2,568.99</b>	<b>(909.24)</b>
<b>Total Expenses (excluding HAP)</b>	<b>509,129.00</b>	<b>42,667.08</b>	<b>42,560.57</b>	<b>134,402.22</b>	<b>128,001.24</b>	<b>6,400.98</b>
4715 HAP	5,595,682.00	466,306.83	457,530.00	1,371,827.49	1,398,920.50	(27,093.01)
4715 UAP	0.00	0.00	10,684.00	31,856.00	0.00	31,856.00
4718 FSS Escrow	0.00	0.00	8,144.00	23,695.00	0.00	23,695.00
<b>HAP Total</b>	<b>5,595,682.00</b>	<b>466,306.83</b>	<b>476,358.00</b>	<b>1,427,378.49</b>	<b>1,398,920.50</b>	<b>28,457.99</b>
<b>Total Expenses</b>	<b>6,104,811.00</b>	<b>508,973.91</b>	<b>518,918.57</b>	<b>1,561,780.71</b>	<b>1,526,921.74</b>	<b>34,858.97</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>1,664,540.18</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>1,561,780.71</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>102,759.47</b>
					Adm Funds	(3,175.06)
					HAP Funds	105,934.53

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF


*Liz Webb*  
Liz Webb/ Housing Choice Voucher Mgr


*4/20/20*  
Date

**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	174,758.00	14,563.17	14,471.58	44,321.58	43,689.50	632.08
3410 HAP Funding	262,137.00	21,844.75	21,959.00	68,446.00	65,534.25	2,911.75
<b>3410 Service Coord Grant-2018</b>	66,107.00	5,508.92	0.00	0.00	16,526.75	(16,526.75)
3690 Other Income-Laundry	3,800.00	316.67	387.20	995.89	950.00	45.89
3690 Other Income-Late fees w/orders	12,000.00	1,000.00	972.00	2,401.00	3,000.00	(599.00)
<b>Total Receipts</b>	<b>518,802.00</b>	<b>43,233.50</b>	<b>37,789.78</b>	<b>116,164.47</b>	<b>129,700.50</b>	<b>(13,536.03)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,986.92	17,414.21	16,197.25	1,216.96
4540 Adm Benefits	20,988.00	1,749.00	1,793.46	5,794.86	5,247.00	547.86
4130 Legal Fees	2,400.00	200.00	0.00	8,345.88	600.00	7,745.88
4140 Staff Training	250.00	20.83	0.00	0.00	62.50	(62.50)
4150 Travel	250.00	20.83	70.49	70.49	62.50	7.99
4171 Auditing Fees	1,200.00	100.00	0.00	0.00	300.00	(300.00)
4190 Sundry	15,000.00	1,250.00	703.55	3,559.87	3,750.00	(190.13)
<b>Total Administration</b>	<b>104,877.00</b>	<b>8,739.75</b>	<b>7,554.42</b>	<b>35,185.31</b>	<b>26,219.25</b>	<b>8,966.06</b>
<b>Tenant Services:</b>						
<b>4220-40 Service Coord Grant-2018</b>	66,107.00	5,508.92	4,578.70	10,152.20	16,526.75	(6,374.55)
4230 Tenant Services-Other	1,000.00	83.33	0.00	561.87	250.00	311.87
<b>Total Tenant Serv.</b>	<b>67,107.00</b>	<b>5,592.25</b>	<b>4,578.70</b>	<b>10,714.07</b>	<b>16,776.75</b>	<b>(6,062.68)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	678.51	2,035.53	2,000.00	35.53
4320 Electric	70,000.00	5,833.33	6,534.92	21,771.13	17,500.00	4,271.13
4390 Sewer	25,000.00	2,083.33	2,003.22	6,009.66	6,250.00	(240.34)
<b>Total Utilities</b>	<b>103,000.00</b>	<b>8,583.33</b>	<b>9,216.65</b>	<b>29,816.32</b>	<b>25,750.00</b>	<b>4,066.32</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	36,711.00	3,059.25	3,357.45	10,523.95	9,177.75	1,346.20
4540 Maintenance Benefits	11,806.00	983.83	549.78	1,738.62	2,951.50	(1,212.88)
4420 Materials	12,000.00	1,000.00	425.53	2,840.18	3,000.00	(159.82)
4430 Contract	55,000.00	4,583.33	113.15	5,591.35	13,750.00	(8,158.65)
<b>Total Maintenance</b>	<b>115,517.00</b>	<b>9,626.42</b>	<b>4,445.91</b>	<b>20,694.10</b>	<b>28,879.25</b>	<b>(8,185.15)</b>
<b>General:</b>						
4510 Insurance	10,000.00	833.33	795.46	2,345.41	2,500.00	(154.59)
4570 Collection Loss	2,000.00	166.67	0.00	0.00	500.00	(500.00)
4580 United Bank Bond Interest	35,889.00	2,990.75	4,243.55	11,167.57	8,972.25	2,195.32
<b>Total General</b>	<b>47,889.00</b>	<b>3,990.75</b>	<b>5,039.01</b>	<b>13,512.98</b>	<b>11,972.25</b>	<b>1,540.73</b>
<b>TOTAL EXPENSES</b>	<b>438,390.00</b>	<b>36,532.50</b>	<b>30,834.69</b>	<b>109,922.78</b>	<b>109,597.50</b>	<b>325.28</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>116,164.47</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>109,922.78</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>6,241.69</b>

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
 Lisa Benasher, Lineweaver Manager

  
 Date

**Please note:** A principal payment to United Bank was made in the amount of \$6,797.52 a total of \$19,938.00 for this fiscal year and a principal payment to Virginia Community Capital in the amount of \$10,490.11 for a total of \$15,690.62 for this fiscal year.



**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	372,890.00	31,074.17	33,774.91	95,814.89	93,222.50	2,592.39
3410 HAP Funding	1,088,670.00	90,722.50	94,019.00	275,179.00	272,167.50	3,011.50
3610 Interest Income	800.00	66.67	76.24	220.35	200.00	20.35
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	3,020.20	9,224.16	6,250.00	2,974.16
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	70,000.00	72,211.47	35,000.00	37,211.47
<b>Total Receipts</b>	<b>1,627,360.00</b>	<b>135,613.33</b>	<b>200,890.35</b>	<b>452,649.87</b>	<b>406,840.00</b>	<b>45,809.87</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	224,279.00	18,689.92	14,619.34	52,835.85	56,069.75	(3,233.90)
4540 Adm Benefits	68,684.00	5,723.67	5,771.39	18,733.70	17,171.00	1,562.70
4130 Legal Fees	2,500.00	208.33	0.00	0.00	625.00	(625.00)
4140 Staff Training	1,500.00	125.00	0.00	892.50	375.00	517.50
4150 Travel	2,500.00	208.33	910.98	1,060.98	625.00	435.98
4171 Auditing Fees	1,800.00	150.00	0.00	0.00	450.00	(450.00)
4190 Sundry	25,000.00	2,083.33	857.33	4,997.39	6,250.00	(1,252.61)
4190 CDBG Down Payment Assistance Program	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Administration</b>	<b>326,263.00</b>	<b>27,188.58</b>	<b>22,159.04</b>	<b>78,520.42</b>	<b>81,565.75</b>	<b>(3,045.33)</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	117.21	117.21	250.00	(132.79)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>117.21</b>	<b>117.21</b>	<b>250.00</b>	<b>(132.79)</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	(686.05)	(1,401.07)	0.00	(1,401.07)
4320 Electric	15,000.00	1,250.00	798.22	2,640.93	3,750.00	(1,109.07)
4330 Gas	2,500.00	208.33	129.40	473.31	625.00	(151.69)
4390 Sewer	0.00	0.00	(277.57)	(852.21)	0.00	(852.21)
<b>Total Utilities</b>	<b>17,500.00</b>	<b>1,458.33</b>	<b>(36.00)</b>	<b>860.96</b>	<b>4,375.00</b>	<b>(3,514.04)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	118,222.00	9,851.83	9,327.88	31,647.30	29,555.50	2,091.80
4540 Maintenance Benefits	39,684.00	3,307.00	1,773.84	5,634.89	9,921.00	(4,286.11)
4420 Materials	43,000.00	3,583.33	1,436.34	7,235.73	10,750.00	(3,514.27)
4430 Contract	85,000.00	7,083.33	3,422.77	9,517.44	21,250.00	(11,732.56)
<b>Total Maintenance</b>	<b>285,906.00</b>	<b>23,825.50</b>	<b>15,960.83</b>	<b>54,035.36</b>	<b>71,476.50</b>	<b>(17,441.14)</b>
<b>General</b>						
4510 Insurance	22,000.00	1,833.33	1,839.81	5,400.73	5,500.00	(99.27)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	2,500.00	(2,500.00)
4590 Real Estate Taxes	25,000.00	2,083.33	0.00	0.00	6,250.00	(6,250.00)
4580 Interest Expense-HHR	91,100.00	7,591.67	0.00	45,550.00	22,775.00	22,775.00
4580 Interest Expense-FH	124,625.00	10,385.42	0.00	62,312.50	31,156.25	31,156.25
4580 Interest Expense-FORK(UB)	24,341.00	2,028.42	2,016.17	6,367.97	6,085.25	282.72
4580 Interest Expense-FORK(Seller Fin)	42,104.00	3,508.67	3,582.48	10,809.56	10,526.00	283.56
<b>Total General</b>	<b>339,170.00</b>	<b>28,264.17</b>	<b>7,438.46</b>	<b>130,440.76</b>	<b>84,792.50</b>	<b>45,648.26</b>
<b>TOTAL EXPENSES</b>	<b>969,839.00</b>	<b>80,819.92</b>	<b>45,639.54</b>	<b>263,974.71</b>	<b>242,459.75</b>	<b>21,514.96</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>452,649.87</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>263,974.71</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>188,675.16</b>

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
 \_\_\_\_\_  
 Nehemias Velez, FH Manager

5/6/20  
 \_\_\_\_\_  
 Date

Please note P/I payments below:	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	221,100	45,550	175,550	130000
FH 2009/11 Go Bond Payment	449,625	62,313	387,313	325000
United Bank-Forkovitch Units	81,511	20,379	61,132	57170
Seller Financed-Forkovitch Family	102,953	25,737	77,216	60849
<b>Total</b>	<b>855,189</b>	<b>153,979</b>	<b>701,211</b>	

**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of March 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	78,892.00	6,574.33	9,019.00	25,284.00	19,723.00	5,561.00
3410 HAP Funding	110,000.00	9,166.67	7,601.00	23,146.00	27,500.00	(4,354.00)
3610 Interest (Replacement&Operatir	360.00	30.00	58.60	232.53	90.00	142.53
3690 Other Income-Laundry&Donatio	2,500.00	208.33	178.63	481.77	625.00	(143.23)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	639.00	745.00	625.00	120.00
<b>Total Receipts</b>	<b>194,252.00</b>	<b>16,187.67</b>	<b>17,496.23</b>	<b>49,889.30</b>	<b>48,563.00</b>	<b>1,326.30</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	17,592.00	1,466.00	1,628.60	5,700.10	4,398.00	1,302.10
4540 Adm Benefits	5,676.00	473.00	520.78	1,686.45	1,419.00	267.45
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	0.00	0.00	0.00	0.00	0.00	0.00
4150 Travel	0.00	0.00	0.00	0.00	0.00	0.00
4171 Auditing	0.00	0.00	0.00	0.00	0.00	0.00
4190 Sundry	2,900.00	241.67	355.73	2,614.03	725.00	1,889.03
4190 Sundry-Management fees	10,000.00	833.33	874.21	2,547.26	2,500.00	47.26
4190 Sundry-HCC fees	6,100.00	508.33	0.00	6,375.70	1,525.00	4,850.70
<b>Total Administration</b>	<b>42,268.00</b>	<b>3,522.33</b>	<b>3,379.32</b>	<b>18,923.54</b>	<b>10,567.00</b>	<b>8,356.54</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	4,407.00	6,045.58	4,125.00	1,920.58
4240 Tenant Services-Client	1,500.00	125.00	0.00	0.00	375.00	(375.00)
<b>Total Tenant Serv.</b>	<b>18,000.00</b>	<b>1,500.00</b>	<b>4,407.00</b>	<b>6,045.58</b>	<b>4,500.00</b>	<b>1,545.58</b>
<b>Utilities:</b>						
4310 Water	4,000.00	333.33	355.41	1,066.23	1,000.00	66.23
4320 Electricity	20,000.00	1,666.67	1,604.34	5,034.93	5,000.00	34.93
4330 Gas	2,100.00	175.00	149.81	464.94	525.00	(60.06)
4390 Sewer	11,000.00	916.67	969.30	2,907.90	2,750.00	157.90
<b>Total Utilities</b>	<b>37,100.00</b>	<b>3,091.67</b>	<b>3,078.86</b>	<b>9,474.00</b>	<b>9,275.00</b>	<b>199.00</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	9,669.00	805.75	794.67	2,637.91	2,417.25	220.66
4540 Maintenance Benefits	3,056.00	254.67	172.36	541.26	764.00	(222.74)
4420 Materials	2,500.00	208.33	66.43	155.31	625.00	(469.69)
4430 Contract Costs	16,500.00	1,375.00	137.32	2,517.29	4,125.00	(1,607.71)
<b>Total Maintenance</b>	<b>31,725.00</b>	<b>2,643.75</b>	<b>1,170.78</b>	<b>5,851.77</b>	<b>7,931.25</b>	<b>(2,079.48)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	5,200.00	433.33	227.71	679.54	1,300.00	(620.46)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interest Expense	16,380.00	1,365.00	1,365.00	4,095.00	4,095.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	3.03	6.00	(2.97)
1162 Replacement Reserve Acct	9,000.00	750.00	750.00	2,250.00	2,250.00	0.00
<b>Total General Exp.</b>	<b>30,604.00</b>	<b>2,550.33</b>	<b>2,343.72</b>	<b>7,027.57</b>	<b>7,651.00</b>	<b>(623.43)</b>
<b>TOTAL EXPENSES</b>	<b>159,697.00</b>	<b>13,308.08</b>	<b>14,379.68</b>	<b>47,322.46</b>	<b>39,924.25</b>	<b>7,398.21</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>49,889.30</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>47,322.46</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>2,566.84</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

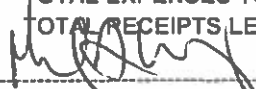
Sandra Cowher, Commerce Village Manager

Date

4/16/20

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of April 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3410 HMIS COC Homelessness Grant-18	84,072.00	7,006.00	8,285.10	29,150.24	28,024.00	1,126.24
3410 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	7,311.20	32,480.00	26,755.00	5,725.00
3410 COC Planning Grant Funds	20,619.00	1,718.25	229.22	513.01	6,873.00	(6,359.99)
3410 VHSP-COVID-19 ESO Grant	100,000.00	8,333.33	0.00	0.00	33,333.33	(33,333.33)
3610 Interest Income	0.00	0.00	11.70	48.00	0.00	48.00
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
3690 Developer's Fees	130,000.00	10,833.33	0.00	0.00	43,333.33	(43,333.33)
3690 Admin. Fees	9,500.00	791.67	0.00	35,000.00	3,166.67	31,833.33
3690 Application Fees	15,000.00	1,250.00	0.00	0.00	5,000.00	(5,000.00)
3690 Lease Income	4,800.00	400.00	400.00	1,600.00	1,600.00	0.00
3690 Management Fees-CV	10,000.00	833.33	882.05	3,429.31	3,333.33	95.98
3690 BPort Net Receipts	185,689.00	15,474.08	23,369.41	69,697.73	61,896.33	7,801.40
3690 Lineweaver Apts. Net Receipts	379,168.00	31,597.33	29,930.12	121,756.33	126,389.33	(4,633.00)
<b>Total Receipts</b>	<b>1,019,113.00</b>	<b>84,926.08</b>	<b>70,418.80</b>	<b>293,674.62</b>	<b>339,704.33</b>	<b>(46,029.71)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	134,085.00	11,173.75	9,548.41	47,182.09	44,695.00	2,487.09
4540 Adm Benefits	37,895.00	3,157.92	3,248.55	14,562.80	12,631.67	1,931.13
4130 Legal Expense	10,000.00	833.33	555.45	2,207.45	3,333.33	(1,125.88)
4140 Staff Training	5,000.00	416.67	0.00	995.00	1,666.67	(671.67)
4150 Travel	15,000.00	1,250.00	200.00	2,040.35	5,000.00	(2,959.65)
4171 Auditing Fees	3,600.00	300.00	0.00	0.00	1,200.00	(1,200.00)
4190 Sundry-Admin. Exp.	30,000.00	2,500.00	5,552.99	10,427.41	10,000.00	427.41
4190 VHSP-COVID-19 ESO Grant	100,000.00	8,333.33	36,163.67	36,163.67	33,333.33	2,830.34
4190 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	6,809.38	26,903.73	26,755.00	148.73
4190 COC Planning Grant Funds	20,619.00	1,718.25	285.98	798.99	6,873.00	(6,074.01)
4190 HMIS Match for Grant Funds	10,000.00	833.33	368.94	2,645.76	3,333.33	(687.57)
4190 Community Donations (OpDr/COC, etc)	15,000.00	1,250.00	10,000.00	10,000.00	5,000.00	5,000.00
4190 HMIS Homeless Assistance-18	84,072.00	7,006.00	4,698.14	25,010.45	28,024.00	(3,013.55)
<b>Total Administration</b>	<b>545,536.00</b>	<b>45,461.33</b>	<b>77,431.51</b>	<b>178,937.70</b>	<b>181,845.33</b>	<b>(2,907.63)</b>
<b>Utilities</b>						
4320 Electric	3,200.00	266.67	97.90	763.32	1,066.67	(303.35)
4330 Gas	1,800.00	150.00	73.82	494.86	600.00	(105.14)
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>171.72</b>	<b>1,258.18</b>	<b>1,666.67</b>	<b>(408.49)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	34,289.00	2,857.42	2,724.93	11,753.78	11,429.67	324.11
4540 Maintenance Benefits	9,474.00	789.50	683.98	2,889.42	3,158.00	(268.58)
4420 Materials	6,000.00	500.00	630.10	967.52	2,000.00	(1,032.48)
4430 Contract Costs	9,500.00	791.67	223.17	707.88	3,166.67	(2,458.79)
<b>Total Maintenance</b>	<b>59,263.00</b>	<b>4,938.58</b>	<b>4,262.18</b>	<b>16,318.60</b>	<b>19,754.33</b>	<b>(3,435.73)</b>
<b>General:</b>						
4510 Insurance	7,000.00	583.33	517.82	2,091.51	2,333.33	(241.82)
4570 Collection Loss/Bad Debt Expens	0.00	0.00	0.00	0.00	0.00	0.00
4000 Bport Expenses	35,274.00	2,939.50	2,111.69	9,949.13	11,758.00	(1,808.87)
4000 Lineweaver Apartments Expenses	366,686.00	30,557.17	35,744.06	115,498.81	122,228.67	(6,729.86)
<b>Total General</b>	<b>408,960.00</b>	<b>34,080.00</b>	<b>38,373.57</b>	<b>127,539.45</b>	<b>136,320.00</b>	<b>(8,780.55)</b>
<b>TOTAL EXPENSES</b>	<b>1,018,759.00</b>	<b>84,896.58</b>	<b>120,238.98</b>	<b>324,053.93</b>	<b>339,586.33</b>	<b>(15,532.40)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>293,674.62</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>324,053.93</b>
<b>TOTAL RECEIPTS, LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>(30,379.31)</b>

  
Michael G. Wong, Executive Director

  
Date

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of April 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	243,168.00	20,264.00	16,407.00	66,308.14	81,056.00	(14,747.86)
3410 HAP Funding	120,000.00	10,000.00	13,390.00	52,103.00	40,000.00	12,103.00
3690 Other Income-Laundry	3,800.00	316.67	133.12	1,128.99	1,266.67	(137.68)
3690 Other Income-Late fees,workordr	12,200.00	1,016.67	0.00	2,216.20	4,066.67	(1,850.47)
<b>Total Receipts</b>	<b>379,168.00</b>	<b>31,597.33</b>	<b>29,930.12</b>	<b>121,756.33</b>	<b>126,389.33</b>	<b>(4,633.00)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,913.83	22,328.04	21,596.33	731.71
4540 Adm Benefits	20,769.00	1,730.75	1,762.52	7,540.24	6,923.00	617.24
4130 Legal Fees	1,000.00	83.33	127.65	127.65	333.33	(205.68)
4140 Staff Training	1,000.00	83.33	0.00	0.00	333.33	(333.33)
4150 Travel	1,000.00	83.33	20.00	90.49	333.33	(242.84)
4171 Auditing	1,200.00	100.00	0.00	0.00	400.00	(400.00)
4190 Sundry	15,000.00	1,250.00	3,419.75	6,827.79	5,000.00	1,827.79
<b>Total Administration</b>	<b>104,758.00</b>	<b>8,729.83</b>	<b>10,243.75</b>	<b>36,914.21</b>	<b>34,919.33</b>	<b>1,994.88</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	561.88	333.33	228.55
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>561.88</b>	<b>333.33</b>	<b>228.55</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	664.15	2,635.06	2,666.67	(31.61)
4320 Electricity	68,000.00	5,666.67	4,850.91	23,607.22	22,666.67	940.55
4390 Sewer	23,500.00	1,958.33	1,938.60	7,754.40	7,833.33	(78.93)
<b>Total Utilities</b>	<b>99,500.00</b>	<b>8,291.67</b>	<b>7,453.66</b>	<b>33,996.68</b>	<b>33,166.67</b>	<b>830.01</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	49,160.00	4,096.67	4,548.61	18,428.83	16,386.67	2,042.16
4540 Maintenance Benefits	15,668.00	1,305.67	859.72	3,526.57	5,222.67	(1,696.10)
4420 Materials	18,000.00	1,500.00	2,978.70	4,691.07	6,000.00	(1,308.93)
4430 Contract Costs	60,000.00	5,000.00	9,004.02	14,738.39	20,000.00	(5,261.61)
<b>Total Maintenance</b>	<b>142,828.00</b>	<b>11,902.33</b>	<b>17,391.05</b>	<b>41,384.86</b>	<b>47,609.33</b>	<b>(6,224.47)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	8,600.00	716.67	655.60	2,641.18	2,866.67	(225.49)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	3,333.33	(3,333.33)
<b>Total General Exp</b>	<b>18,600.00</b>	<b>1,550.00</b>	<b>655.60</b>	<b>2,641.18</b>	<b>6,200.00</b>	<b>(3,558.82)</b>
<b>TOTAL EXPENSES</b>	<b>366,686.00</b>	<b>30,557.17</b>	<b>35,744.06</b>	<b>115,498.81</b>	<b>122,228.67</b>	<b>(6,729.86)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>121,756.33</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>115,498.81</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>6,257.52</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

\_\_\_\_\_  
Lisa Benasher, Lineweaver Manager

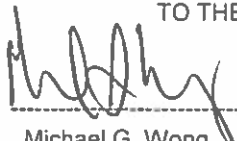
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Date

5-13-20

**BRIDGEPORT COMPLEX**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment B  
For the Month of April 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3690 Rental Income	185,689.00	15,474.08	23,369.41	69,697.73	61,896.33	7,801.40
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>185,689.00</b>	<b>15,474.08</b>	<b>23,369.41</b>	<b>69,697.73</b>	<b>61,896.33</b>	<b>7,801.40</b>
<b>Expenses:</b>						
<b>Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	333.33	(333.33)
4190-Sundry-Phone	600.00	50.00	41.20	165.55	200.00	(34.45)
<b>Total Op. Expenses</b>	<b>1,600.00</b>	<b>133.33</b>	<b>41.20</b>	<b>165.55</b>	<b>533.33</b>	<b>(367.78)</b>
<b>Utilities:</b>						
4310 Water	1,100.00	91.67	0.00	0.00	366.67	(366.67)
4320 Electricity	0.00	0.00	0.00	0.00	0.00	0.00
4330 Gas	0.00	0.00	0.00	0.00	0.00	0.00
4310 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>1,100.00</b>	<b>91.67</b>	<b>0.00</b>	<b>0.00</b>	<b>366.67</b>	<b>(366.67)</b>
<b>Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	1.34	1,000.00	(998.66)
4430 Contract Costs	12,000.00	1,000.00	543.10	3,743.24	4,000.00	(256.76)
<b>Total Maintenance</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>543.10</b>	<b>3,744.58</b>	<b>5,000.00</b>	<b>(1,255.42)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	17,574.00	1,464.50	1,527.39	6,039.00	5,858.00	181.00
<b>Total General Exp.</b>	<b>17,574.00</b>	<b>1,464.50</b>	<b>1,527.39</b>	<b>6,039.00</b>	<b>5,858.00</b>	<b>181.00</b>
<b>TOTAL EXPENSES</b>	<b>35,274.00</b>	<b>2,939.50</b>	<b>2,111.69</b>	<b>9,949.13</b>	<b>11,758.00</b>	<b>(1,808.87)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>69,697.73</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>9,949.13</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>59,748.60</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
\_\_\_\_\_  
Michael G. Wong  
Executive Director

  
\_\_\_\_\_  
Date

**Please note:** A principal payment to Bank of the James was made in the amount of \$2,080.75 for a total of \$8,393.56 for this fiscal year.

**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
For the Month of April 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts</b>						
3300RC Adm-Fraud/Abuse/Set Off De	8,000.00	666.67	2,166.79	6,976.81	2,666.67	4,310.14
3300RC HAP-Fraud/Abuse/Set Off De	8,000.00	666.67	2,166.79	6,976.81	2,666.67	4,310.14
3300 FSS Fort.	2,000.00	166.67	0.00	0.00	666.67	(666.67)
3300 Portability Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-HAP	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-Adm	0.00	0.00	0.00	0.00	0.00	0.00
3410 HCV FSS Grant Funds	35,103.00	2,925.25	5,850.50	14,545.64	11,701.00	2,844.64
3410 HCV HAP Payment-Adm Fees	468,331.00	39,027.58	57,235.00	174,957.00	156,110.33	18,846.67
3410 HCV HAP Payment-HAP Fees	5,585,682.00	465,473.50	484,218.00	2,012,721.00	1,861,894.00	150,827.00
<b>Total Receipts</b>	<b>6,107,116.00</b>	<b>508,926.33</b>	<b>551,637.08</b>	<b>2,216,177.26</b>	<b>2,035,705.33</b>	<b>180,471.93</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	301,462.00	25,121.83	24,187.83	105,747.34	100,487.33	5,260.01
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	11,701.00	11,701.00	0.00
4540 Adm/FSS Benefits	102,024.00	8,502.00	8,643.06	33,991.94	34,008.00	(16.06)
4130 Legal Fees	0.00	0.00	3,153.30	3,153.30	0.00	3,153.30
4140 Staff Training	2,000.00	166.67	0.00	2,234.00	666.67	1,567.33
4150 Travel	2,000.00	166.67	1,679.38	5,201.54	666.67	4,534.87
4171 Auditing Fees	6,940.00	578.33	0.00	0.00	2,313.33	(2,313.33)
4190 Sundry	44,000.00	3,666.67	17,921.85	28,109.29	14,666.67	13,442.62
4190.1 Portability Fees	3,200.00	266.67	150.04	562.65	1,066.67	(504.02)
<b>Total Administration</b>	<b>496,729.00</b>	<b>41,394.08</b>	<b>58,660.71</b>	<b>190,701.06</b>	<b>165,576.33</b>	<b>25,124.73</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	3,200.00	266.67	95.37	501.86	1,066.67	(564.81)
4330 Gas	1,800.00	150.00	98.42	394.05	600.00	(205.95)
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>193.79</b>	<b>895.91</b>	<b>1,666.67</b>	<b>(770.76)</b>
<b>Maintenance</b>						
4420 Maintenance Salaries	0.00	0.00	0.00	0.00	0.00	0.00
4540 Maintenance Benefits	0.00	0.00	0.00	0.00	0.00	0.00
4420 Materials	0.00	0.00	0.00	0.00	0.00	0.00
4430 Contract Costs (Unit Inspections)	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Maintenance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>General</b>						
4510 Insurance	7,400.00	856.33	547.17	2,206.92	3,425.32	(1,218.40)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4715 HAP Portability In	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>7,400.00</b>	<b>856.33</b>	<b>547.17</b>	<b>2,206.92</b>	<b>3,425.32</b>	<b>(1,218.40)</b>
<b>Total Expenses (excluding HAP)</b>	<b>509,129.00</b>	<b>42,667.08</b>	<b>59,401.67</b>	<b>193,803.89</b>	<b>170,668.32</b>	<b>23,135.57</b>
4715 HAP	5,595,682.00	466,306.83	468,297.00	1,840,124.49	1,865,227.33	(25,102.84)
4715 UAP	0.00	0.00	13,304.00	45,160.00	0.00	45,160.00
4718 FSS Escrow	0.00	0.00	7,734.00	31,429.00	0.00	31,429.00
<b>HAP Total</b>	<b>5,595,682.00</b>	<b>466,306.83</b>	<b>489,335.00</b>	<b>1,916,713.49</b>	<b>1,865,227.33</b>	<b>51,486.16</b>
<b>Total Expenses</b>	<b>6,104,811.00</b>	<b>508,973.91</b>	<b>548,736.67</b>	<b>2,110,517.38</b>	<b>2,035,895.65</b>	<b>74,621.73</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>2,216,177.26</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>2,110,517.38</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>105,659.88</b>
					<b>Adm Funds</b>	<b>2,675.56</b>
					<b>HAP Funds</b>	<b>102,984.32</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

\_\_\_\_\_  
Liz Webb, Housing Choice Voucher Mgr

\_\_\_\_\_  
Date

**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of April 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	174,758.00	14,563.17	14,498.72	58,820.30	58,252.67	567.63
3410 HAP Funding	262,137.00	21,844.75	20,670.00	89,116.00	87,379.00	1,737.00
<b>3410 Service Coord Grant-2018</b>	<b>66,107.00</b>	<b>5,508.92</b>	<b>0.00</b>	<b>0.00</b>	<b>22,035.67</b>	<b>(22,035.67)</b>
3690 Other Income-Laundry	3,800.00	316.67	133.13	1,129.02	1,266.67	(137.65)
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	238.00	2,639.00	4,000.00	(1,361.00)
<b>Total Receipts</b>	<b>518,802.00</b>	<b>43,233.50</b>	<b>35,539.85</b>	<b>151,704.32</b>	<b>172,934.00</b>	<b>(21,229.68)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,913.83	22,328.04	21,596.33	731.71
4540 Adm Benefits	20,988.00	1,749.00	1,770.13	7,564.99	6,996.00	568.99
4130 Legal Fees	2,400.00	200.00	127.65	8,473.53	800.00	7,673.53
4140 Staff Training	250.00	20.83	0.00	0.00	83.33	(83.33)
4150 Travel	250.00	20.83	20.00	90.49	83.33	7.16
4171 Auditing Fees	1,200.00	100.00	0.00	0.00	400.00	(400.00)
4190 Sundry	15,000.00	1,250.00	4,295.72	7,855.59	5,000.00	2,855.59
<b>Total Administration</b>	<b>104,877.00</b>	<b>8,739.75</b>	<b>11,127.33</b>	<b>46,312.64</b>	<b>34,959.00</b>	<b>11,353.64</b>
<b>Tenant Services:</b>						
<b>4220-40 Service Coord Grant-2018</b>	<b>66,107.00</b>	<b>5,508.92</b>	<b>5,244.40</b>	<b>15,396.60</b>	<b>22,035.67</b>	<b>(6,639.07)</b>
4230 Tenant Services-Other	1,000.00	83.33	0.00	561.87	333.33	228.54
<b>Total Tenant Serv.</b>	<b>67,107.00</b>	<b>5,592.25</b>	<b>5,244.40</b>	<b>15,958.47</b>	<b>22,369.00</b>	<b>(6,410.53)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	678.51	2,714.04	2,666.67	47.37
4320 Electric	70,000.00	5,833.33	5,142.11	26,913.24	23,333.33	3,579.91
4390 Sewer	25,000.00	2,083.33	2,003.22	8,012.88	8,333.33	(320.45)
<b>Total Utilities</b>	<b>103,000.00</b>	<b>8,583.33</b>	<b>7,823.84</b>	<b>37,640.16</b>	<b>34,333.33</b>	<b>3,306.83</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	36,711.00	3,059.25	3,590.99	14,114.94	12,237.00	1,877.94
4540 Maintenance Benefits	11,806.00	983.83	578.10	2,316.72	3,935.33	(1,618.61)
4420 Materials	12,000.00	1,000.00	2,305.93	5,146.11	4,000.00	1,146.11
4430 Contract	55,000.00	4,583.33	4,971.41	10,562.76	18,333.33	(7,770.57)
<b>Total Maintenance</b>	<b>115,517.00</b>	<b>9,626.42</b>	<b>11,446.43</b>	<b>32,140.53</b>	<b>38,505.67</b>	<b>(6,365.14)</b>
<b>General:</b>						
4510 Insurance	10,000.00	833.33	774.97	3,120.38	3,333.33	(212.95)
4570 Collection Loss	2,000.00	166.67	0.00	0.00	666.67	(666.67)
4580 United Bank/VCC Interest	35,889.00	2,990.75	3,704.57	14,872.14	11,963.00	2,909.14
<b>Total General</b>	<b>47,889.00</b>	<b>3,990.75</b>	<b>4,479.54</b>	<b>17,992.52</b>	<b>15,963.00</b>	<b>2,029.52</b>
<b>TOTAL EXPENSES</b>	<b>438,390.00</b>	<b>36,532.50</b>	<b>40,121.54</b>	<b>150,044.32</b>	<b>146,130.00</b>	<b>3,914.32</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>151,704.32</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>150,044.32</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>1,660.00</b>

I CERTIFY THE FORGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
 Lisa Benasher, Lineweaver Manager

5-13-2020  
 Date

Please note: A principal payment to United Bank was made in the amount of \$6,611.38 a total of \$26,549.38 for this fiscal year and a principlaly payment to Virginia Community Capital in the amount of \$5,282.78 for a total of \$20,973.40 for this fiscal year.

**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of April 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	372,890.00	31,074.17	25,145.81	120,960.70	124,296.67	(3,335.97)
3410 HAP Funding	1,088,670.00	90,722.50	98,771.00	373,950.00	362,890.00	11,060.00
3610 Interest Income	800.00	66.67	74.37	294.72	266.67	28.05
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	115.56	9,740.16	8,333.33	1,406.83
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	0.00	72,211.47	46,666.67	25,544.80
<b>Total Receipts</b>	<b>1,627,360.00</b>	<b>135,613.33</b>	<b>124,106.74</b>	<b>577,157.05</b>	<b>542,453.33</b>	<b>34,703.72</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	224,279.00	18,689.92	14,107.69	66,943.54	74,759.67	(7,816.13)
4540 Adm Benefits	68,684.00	5,723.67	5,400.52	24,134.22	22,894.67	1,239.55
4130 Legal Fees	2,500.00	208.33	382.95	382.95	833.33	(450.38)
4140 Staff Training	1,500.00	125.00	0.00	892.50	500.00	392.50
4150 Travel	2,500.00	208.33	865.88	1,926.86	833.33	1,093.53
4171 Auditing Fees	1,800.00	150.00	0.00	0.00	600.00	(600.00)
4190 Sundry	25,000.00	2,083.33	12,593.59	17,590.98	8,333.33	9,257.65
4190 CDBG Down Payment Assistance Program	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Administration</b>	<b>326,263.00</b>	<b>27,188.58</b>	<b>33,350.63</b>	<b>111,871.05</b>	<b>108,754.33</b>	<b>3,116.72</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	117.21	333.33	(216.12)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>117.21</b>	<b>333.33</b>	<b>(216.12)</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	(66.85)	(1,467.92)	0.00	(1,467.92)
4320 Electric	15,000.00	1,250.00	573.29	3,214.22	5,000.00	(1,785.78)
4330 Gas	2,500.00	208.33	96.01	569.32	833.33	(264.01)
4390 Sewer	0.00	0.00	(445.16)	(1,297.37)	0.00	(1,297.37)
<b>Total Utilities</b>	<b>17,500.00</b>	<b>1,458.33</b>	<b>157.29</b>	<b>1,018.25</b>	<b>5,833.33</b>	<b>(4,815.08)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	118,222.00	9,851.83	9,622.01	41,269.31	39,407.33	1,861.98
4540 Maintenance Benefits	39,684.00	3,307.00	1,799.67	7,434.56	13,228.00	(5,793.44)
4420 Materials	43,000.00	3,583.33	6,591.52	13,827.25	14,333.33	(506.08)
4430 Contract	85,000.00	7,083.33	1,769.88	11,287.32	28,333.33	(17,046.01)
<b>Total Maintenance</b>	<b>285,906.00</b>	<b>23,825.50</b>	<b>19,783.08</b>	<b>73,818.44</b>	<b>95,302.00</b>	<b>(21,483.56)</b>
<b>General</b>						
4510 Insurance	22,000.00	1,833.33	1,780.46	7,181.19	7,333.33	(152.14)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	3,333.33	(3,333.33)
4590 Real Estate Taxes	25,000.00	2,083.33	0.00	0.00	8,333.33	(8,333.33)
4580 Interest Expense-HHR	91,100.00	7,591.67	0.00	45,550.00	30,366.67	15,183.33
4580 Interest Expense-FH	124,625.00	10,385.42	0.00	62,312.50	41,541.67	20,770.83
4580 Interest Expense-FORK(UB)	24,341.00	2,028.42	2,146.99	8,514.96	8,113.67	401.29
4580 Interest Expense-FORK(Seller Fin)	42,104.00	3,508.67	3,561.67	14,371.23	14,034.67	336.56
<b>Total General</b>	<b>339,170.00</b>	<b>28,264.17</b>	<b>7,489.12</b>	<b>137,929.88</b>	<b>113,056.67</b>	<b>24,873.21</b>
<b>TOTAL EXPENSES</b>	<b>969,839.00</b>	<b>80,819.92</b>	<b>60,780.12</b>	<b>324,754.83</b>	<b>323,279.67</b>	<b>1,475.16</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>577,157.05</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>324,754.83</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>252,402.22</b>

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
 \_\_\_\_\_  
 Nehemias Velez, FH Manager

5/20/20  
 \_\_\_\_\_  
 Date

Please note P/I payments below:	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	221,100	45,550	175,550	130000
FH 2009/11 Go Bond Payment	449,625	62,313	387,313	325000
United Bank-Forkovitch Units	81,511	27,172	54,339	57170
Seller Financed-Forkovitch Family	102,953	<u>34,316</u>	<u>68,637</u>	60849
<b>Total</b>	<b>855,189</b>	<b>169,351</b>	<b>685,839</b>	



**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of April 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	78,892.00	6,574.33	8,648.00	33,932.00	26,297.33	7,634.67
3410 HAP Funding	110,000.00	9,166.67	8,121.00	31,267.00	36,666.67	(5,399.67)
3610 Interest (Replacement&Operatir	360.00	30.00	32.10	264.63	120.00	144.63
3690 Other Income-Laundry&Donatio	2,500.00	208.33	0.00	481.77	833.33	(351.56)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	555.00	1,300.00	833.33	466.67
<b>Total Receipts</b>	<b>194,252.00</b>	<b>16,187.67</b>	<b>17,356.10</b>	<b>67,245.40</b>	<b>64,750.67</b>	<b>2,494.73</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	17,592.00	1,466.00	1,555.51	7,255.61	5,864.00	1,391.61
4540 Adm Benefits	5,676.00	473.00	456.84	2,143.29	1,892.00	251.29
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	0.00	0.00	0.00	0.00	0.00	0.00
4150 Travel	0.00	0.00	0.00	0.00	0.00	0.00
4171 Auditing	0.00	0.00	0.00	0.00	0.00	0.00
4190 Sundry	2,900.00	241.67	2,008.65	4,622.68	966.67	3,656.01
4190 Sundry-Management fees	10,000.00	833.33	882.05	3,429.31	3,333.33	95.98
4190 Sundry-HCC fees	6,100.00	508.33	0.00	6,375.70	2,033.33	4,342.37
<b>Total Administration</b>	<b>42,268.00</b>	<b>3,522.33</b>	<b>4,903.05</b>	<b>23,826.59</b>	<b>14,089.33</b>	<b>9,737.26</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	1,564.37	7,609.95	5,500.00	2,109.95
4240 Tenant Services-Client	1,500.00	125.00	0.00	0.00	500.00	(500.00)
<b>Total Tenant Serv.</b>	<b>18,000.00</b>	<b>1,500.00</b>	<b>1,564.37</b>	<b>7,609.95</b>	<b>6,000.00</b>	<b>1,609.95</b>
<b>Utilities:</b>						
4310 Water	4,000.00	333.33	355.41	1,421.64	1,333.33	88.31
4320 Electricity	20,000.00	1,666.67	1,367.60	6,402.53	6,666.67	(264.14)
4330 Gas	2,100.00	175.00	148.90	613.84	700.00	(86.16)
4390 Sewer	11,000.00	916.67	969.30	3,877.20	3,666.67	210.53
<b>Total Utilities</b>	<b>37,100.00</b>	<b>3,091.67</b>	<b>2,841.21</b>	<b>12,315.21</b>	<b>12,366.67</b>	<b>(51.46)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	9,669.00	805.75	822.19	3,460.10	3,223.00	237.10
4540 Maintenance Benefits	3,056.00	254.67	174.80	716.06	1,018.67	(302.61)
4420 Materials	2,500.00	208.33	280.16	435.47	833.33	(397.86)
4430 Contract Costs	16,500.00	1,375.00	953.66	3,470.95	5,500.00	(2,029.05)
<b>Total Maintenance</b>	<b>31,725.00</b>	<b>2,643.75</b>	<b>2,230.81</b>	<b>8,082.58</b>	<b>10,575.00</b>	<b>(2,492.42)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	5,200.00	433.33	225.92	905.46	1,733.33	(827.87)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interest Expense	16,380.00	1,365.00	1,365.00	5,460.00	5,460.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	4.04	8.00	(3.96)
1162 Replacement Reserve Acct	9,000.00	750.00	0.00	3,000.00	3,000.00	0.00
<b>Total General Exp.</b>	<b>30,604.00</b>	<b>2,550.33</b>	<b>1,591.93</b>	<b>9,369.50</b>	<b>10,201.33</b>	<b>(831.83)</b>
<b>TOTAL EXPENSES</b>	<b>159,697.00</b>	<b>13,308.08</b>	<b>13,131.37</b>	<b>61,203.83</b>	<b>53,232.33</b>	<b>7,971.50</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>67,245.40</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>61,203.83</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>6,041.57</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
Sandra Lowther, Commerce Village Manager

5/22/20  
Date

**LOCAL COMMUNITY DEVELOPMENT (LCD)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of May 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3410 HMIS COC Homelessness Grant-18	84,072.00	7,006.00	9,862.40	39,012.64	35,030.00	3,982.64
3410 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	6,809.38	39,289.38	33,443.75	5,845.63
3410 COC Planning Grant Funds	20,619.00	1,718.25	2,829.27	3,342.28	8,591.25	(5,248.97)
3410 VHSP-COVID-19 ESO Grant	100,000.00	8,333.33	34,227.63	34,227.63	41,666.67	(7,439.04)
3610 Interest Income	0.00	0.00	11.49	59.49	0.00	59.49
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
3690 Developer's Fees	130,000.00	10,833.33	0.00	0.00	54,166.67	(54,166.67)
3690 Admin. Fees	9,500.00	791.67	0.00	35,000.00	3,958.33	31,041.67
3690 Application Fees	15,000.00	1,250.00	0.00	0.00	6,250.00	(6,250.00)
3690 Lease Income	4,800.00	400.00	400.00	2,000.00	2,000.00	0.00
3690 Management Fees-CV	10,000.00	833.33	880.52	4,309.83	4,166.67	143.16
3690 BPort Net Receipts	185,689.00	15,474.08	9,007.51	78,705.24	77,370.42	1,334.82
3690 Lineweaver Apts. Net Receipts	379,168.00	31,597.33	30,194.81	151,951.14	157,986.67	(6,035.53)
<b>Total Receipts</b>	<b>1,019,113.00</b>	<b>84,926.08</b>	<b>94,223.01</b>	<b>387,897.63</b>	<b>424,630.42</b>	<b>(36,732.79)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	134,085.00	11,173.75	11,437.67	58,619.76	55,868.75	2,751.01
4540 Adm Benefits	37,895.00	3,157.92	3,165.86	17,728.66	15,789.58	1,939.08
4130 Legal Expense	10,000.00	833.33	138.00	2,345.45	4,166.67	(1,821.22)
4140 Staff Training	5,000.00	416.67	0.00	995.00	2,083.33	(1,088.33)
4150 Travel	15,000.00	1,250.00	400.00	2,440.35	6,250.00	(3,809.65)
4171 Auditing Fees	3,600.00	300.00	0.00	0.00	1,500.00	(1,500.00)
4190 Sundry-Admin. Exp	30,000.00	2,500.00	2,355.94	12,783.35	12,500.00	283.35
4190 VHSP-COVID-19 ESO Grant	100,000.00	8,333.33	0.00	36,163.67	41,666.67	(5,503.00)
4190 VHSP-VA Hsg Solutions Prgm Grant	80,265.00	6,688.75	4,263.05	31,166.78	33,443.75	(2,276.97)
4190 COC Planning Grant Funds	20,619.00	1,718.25	2,543.29	3,342.28	8,591.25	(5,248.97)
4190 HMIS Match for Grant Funds	10,000.00	833.33	289.90	2,935.66	4,166.67	(1,231.01)
4190 Community Donations (OpDr/COC,etc)	15,000.00	1,250.00	0.00	10,000.00	6,250.00	3,750.00
4190 HMIS Homeless Assistance-18	84,072.00	7,006.00	5,164.26	30,174.71	35,030.00	(4,855.29)
<b>Total Administration</b>	<b>545,536.00</b>	<b>45,461.33</b>	<b>29,757.97</b>	<b>208,695.67</b>	<b>227,306.67</b>	<b>(18,611.00)</b>
<b>Utilities</b>						
4320 Electric	3,200.00	266.67	75.98	839.30	1,333.33	(494.03)
4330 Gas	1,800.00	150.00	58.86	553.72	750.00	(196.28)
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>134.84</b>	<b>1,393.02</b>	<b>2,083.33</b>	<b>(690.31)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	34,289.00	2,857.42	2,676.74	14,430.52	14,287.08	143.44
4540 Maintenance Benefits	9,474.00	789.50	678.15	3,567.57	3,947.50	(379.93)
4420 Materials	6,000.00	500.00	90.23	1,057.75	2,500.00	(1,442.25)
4430 Contract Costs	9,500.00	791.67	74.29	782.17	3,958.33	(3,176.16)
<b>Total Maintenance</b>	<b>59,263.00</b>	<b>4,938.58</b>	<b>3,519.41</b>	<b>19,838.01</b>	<b>24,692.92</b>	<b>(4,854.91)</b>
<b>General</b>						
4510 Insurance	7,000.00	583.33	538.05	2,629.56	2,916.67	(287.11)
4570 Collection Loss/Bad Debt Expens	0.00	0.00	0.00	0.00	0.00	0.00
4580 Real Estate Taxes (CST)	0.00	0.00	2,895.99	2,895.99	0.00	2,895.99
4000 Bport Expenses	35,274.00	2,939.50	1,883.05	11,832.18	14,697.50	(2,865.32)
4000 Lineweaver Apartments Expenses	366,686.00	30,557.17	21,579.92	137,048.73	152,785.83	(15,737.10)
<b>Total General</b>	<b>408,960.00</b>	<b>34,080.00</b>	<b>26,897.01</b>	<b>154,406.46</b>	<b>170,400.00</b>	<b>(15,993.54)</b>
<b>TOTAL EXPENSES</b>	<b>1,018,759.00</b>	<b>84,896.58</b>	<b>60,309.23</b>	<b>384,333.16</b>	<b>424,482.92</b>	<b>(40,149.76)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>387,897.63</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>384,333.16</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>3,564.47</b>

Michael G. Wong, Executive Director

Date

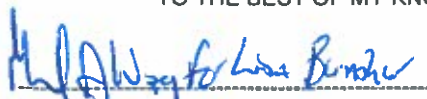
*6/11/2020*

**LINEWEAVER ANNEX APARTMENTS**  
Statement of Revenues, Expenses, and Changes in Fund Equity  
Attachment A  
For the Month of May 2020

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	243,168.00	20,264.00	16,656.00	82,964.14	101,320.00	(18,355.86)
3410 HAP Funding	120,000.00	10,000.00	13,324.00	65,427.00	50,000.00	15,427.00
3690 Other Income-Laundry	3,800.00	316.67	130.81	1,259.80	1,583.33	(323.53)
3690 Other Income-Late fees,workordr	12,200.00	1,016.67	84.00	2,300.20	5,083.33	(2,783.13)
<b>Total Receipts</b>	<b>379,168.00</b>	<b>31,597.33</b>	<b>30,194.81</b>	<b>151,951.14</b>	<b>157,986.67</b>	<b>(6,035.53)</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,870.74	27,168.78	26,995.42	173.36
4540 Adm Benefits	20,769.00	1,730.75	1,814.95	9,355.19	8,653.75	701.44
4130 Legal Fees	1,000.00	83.33	0.00	127.65	416.67	(289.02)
4140 Staff Training	1,000.00	83.33	0.00	0.00	416.67	(416.67)
4150 Travel	1,000.00	83.33	0.00	90.49	416.67	(326.18)
4171 Auditing	1,200.00	100.00	0.00	0.00	500.00	(500.00)
4190 Sundry	15,000.00	1,250.00	530.63	7,358.42	6,250.00	1,108.42
<b>Total Administration</b>	<b>104,758.00</b>	<b>8,729.83</b>	<b>7,216.32</b>	<b>44,100.53</b>	<b>43,649.17</b>	<b>451.36</b>
<b>Tenant Services:</b>						
4240 Tenant Services-Other	1,000.00	83.33	0.00	561.88	416.67	145.21
<b>Total Tenant Serv.</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>561.88</b>	<b>416.67</b>	<b>145.21</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	807.56	3,442.62	3,333.33	109.29
4320 Electricity	68,000.00	5,666.67	3,778.07	27,385.29	28,333.33	(948.04)
4390 Sewer	23,500.00	1,958.33	1,938.60	9,693.00	9,791.67	(98.67)
<b>Total Utilities</b>	<b>99,500.00</b>	<b>8,291.67</b>	<b>6,524.23</b>	<b>40,520.91</b>	<b>41,458.33</b>	<b>(937.42)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	49,160.00	4,096.67	4,427.67	22,856.50	20,483.33	2,373.17
4540 Maintenance Benefits	15,668.00	1,305.67	846.18	4,372.75	6,528.33	(2,155.58)
4420 Materials	18,000.00	1,500.00	62.68	4,753.75	7,500.00	(2,746.25)
4430 Contract Costs	60,000.00	5,000.00	1,828.47	16,566.86	25,000.00	(8,433.14)
<b>Total Maintenance</b>	<b>142,828.00</b>	<b>11,902.33</b>	<b>7,165.00</b>	<b>48,549.86</b>	<b>59,511.67</b>	<b>(10,961.81)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	8,600.00	716.67	674.37	3,315.55	3,583.33	(267.78)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	4,166.67	(4,166.67)
<b>Total General Exp.</b>	<b>18,600.00</b>	<b>1,550.00</b>	<b>674.37</b>	<b>3,315.55</b>	<b>7,750.00</b>	<b>(4,434.45)</b>
<b>TOTAL EXPENSES</b>	<b>366,686.00</b>	<b>30,557.17</b>	<b>21,579.92</b>	<b>137,048.73</b>	<b>152,785.83</b>	<b>(15,737.10)</b>

<b>TOTAL RECEIPTS TO DATE</b>	151,951.14
<b>TOTAL EXPENSES TO DATE</b>	137,048.73
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>	14,902.41

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

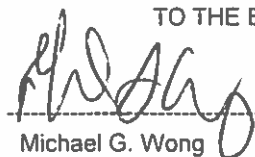
  
\_\_\_\_\_  
Lisa Benasher, Lineweaver Manager

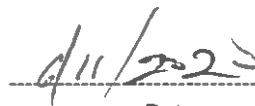
  
\_\_\_\_\_  
Date

**BRIDGEPORT COMPLEX**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**Attachment B**  
**For the Month of May 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3690 Rental Income	185,689.00	15,474.08	9,007.51	78,705.24	77,370.42	1,334.82
3690 Other Income	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Receipts</b>	<b>185,689.00</b>	<b>15,474.08</b>	<b>9,007.51</b>	<b>78,705.24</b>	<b>77,370.42</b>	<b>1,334.82</b>
<b>Expenses:</b>						
<b>    Operations</b>						
4130 Legal Expenses	1,000.00	83.33	0.00	0.00	416.67	(416.67)
4190-Sundry-Phone	600.00	50.00	41.20	165.55	250.00	(84.45)
<b>Total Op. Expenses</b>	<b>1,600.00</b>	<b>133.33</b>	<b>41.20</b>	<b>206.75</b>	<b>666.67</b>	<b>(501.12)</b>
<b>    Utilities:</b>						
4310 Water	1,100.00	91.67	318.00	318.00	458.33	(140.33)
4320 Electricity	0.00	0.00	0.00	0.00	0.00	0.00
4330 Gas	0.00	0.00	0.00	0.00	0.00	0.00
4310 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>1,100.00</b>	<b>91.67</b>	<b>318.00</b>	<b>318.00</b>	<b>458.33</b>	<b>(140.33)</b>
<b>    Maintenance:</b>						
4420 Materials	3,000.00	250.00	0.00	1.34	1,250.00	(1,248.66)
4430 Contract Costs	12,000.00	1,000.00	53.25	3,796.49	5,000.00	(1,203.51)
<b>Total Maintenance</b>	<b>15,000.00</b>	<b>1,250.00</b>	<b>53.25</b>	<b>3,797.83</b>	<b>6,250.00</b>	<b>(2,452.17)</b>
<b>    General Expenses:</b>						
4510 Insurance Expenses	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interst Expense	17,574.00	1,464.50	1,470.60	7,509.60	7,322.50	187.10
<b>Total General Exp.</b>	<b>17,574.00</b>	<b>1,464.50</b>	<b>1,470.60</b>	<b>7,509.60</b>	<b>7,322.50</b>	<b>187.10</b>
<b>TOTAL EXPENSES</b>	<b>35,274.00</b>	<b>2,939.50</b>	<b>1,883.05</b>	<b>11,832.18</b>	<b>14,697.50</b>	<b>(2,906.52)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>78,705.24</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>11,832.18</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>66,873.06</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
-----  
Michael G. Wong  
Executive Director

  
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Date

Please note: A principal payment to Bank of the James was made in the amount of \$2,137.54 for a total of \$10,531.10 for this fiscal year.

**J. R. "POLLY" LINEWEAVER (JRL)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of May 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	174,758.00	14,563.17	13,760.41	72,580.71	72,815.83	(235.12)
3410 HAP Funding	262,137.00	21,844.75	19,740.00	108,856.00	109,223.75	(367.75)
<b>3410 Service Coord Grant-2019</b>	66,107.00	5,508.92	0.00	0.00	27,544.58	(27,544.58)
3690 Other Income-Laundry	3,800.00	316.67	130.82	1,259.84	1,583.33	(323.49)
3690 Other Income-Late fees,w/orders	12,000.00	1,000.00	0.00	2,639.00	5,000.00	(2,361.00)
<b>Total Receipts</b>	<b>518,802.00</b>	<b>43,233.50</b>	<b>33,631.23</b>	<b>185,335.55</b>	<b>216,167.50</b>	<b>(30,831.95)</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	64,789.00	5,399.08	4,840.74	27,168.78	26,995.42	173.36
4540 Adm Benefits	20,988.00	1,749.00	1,822.60	9,387.59	8,745.00	642.59
4130 Legal Fees	2,400.00	200.00	0.00	8,473.53	1,000.00	7,473.53
4140 Staff Training	250.00	20.83	0.00	0.00	104.17	(104.17)
4150 Travel	250.00	20.83	0.00	90.49	104.17	(13.68)
4171 Auditing Fees	1,200.00	100.00	0.00	0.00	500.00	(500.00)
4190 Sundry	15,000.00	1,250.00	433.46	8,289.05	6,250.00	2,039.05
<b>Total Administration</b>	<b>104,877.00</b>	<b>8,739.75</b>	<b>7,096.80</b>	<b>53,409.44</b>	<b>43,698.75</b>	<b>9,710.69</b>
<b>Tenant Services:</b>						
<b>4220-40 Service Coord Grant-2019</b>	66,107.00	5,508.92	4,592.53	19,989.13	27,544.58	(7,555.45)
4230 Tenant Services-Other	1,000.00	83.33	0.00	561.87	416.67	145.20
<b>Total Tenant Serv.</b>	<b>67,107.00</b>	<b>5,592.25</b>	<b>4,592.53</b>	<b>20,551.00</b>	<b>27,961.25</b>	<b>(7,410.25)</b>
<b>Utilities:</b>						
4310 Water	8,000.00	666.67	774.51	3,488.55	3,333.33	155.22
4320 Electric	70,000.00	5,833.33	3,995.46	30,908.70	29,166.67	1,742.03
4390 Sewer	25,000.00	2,083.33	2,003.22	10,016.10	10,416.67	(400.57)
<b>Total Utilities</b>	<b>103,000.00</b>	<b>8,583.33</b>	<b>6,773.19</b>	<b>44,413.35</b>	<b>42,916.67</b>	<b>1,496.68</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	36,711.00	3,059.25	3,470.76	17,585.70	15,296.25	2,289.45
4540 Maintenance Benefits	11,806.00	983.83	564.63	2,881.35	4,919.17	(2,037.82)
4420 Materials	12,000.00	1,000.00	250.27	5,396.38	5,000.00	396.38
4430 Contract	55,000.00	4,583.33	1,352.46	11,915.22	22,916.67	(11,001.45)
<b>Total Maintenance</b>	<b>115,517.00</b>	<b>9,626.42</b>	<b>5,638.12</b>	<b>37,778.65</b>	<b>48,132.08</b>	<b>(10,353.43)</b>
<b>General:</b>						
4510 Insurance	10,000.00	833.33	795.46	3,915.84	4,166.67	(250.83)
4570 Collection Loss	2,000.00	166.67	0.00	0.00	833.33	(833.33)
4580 United Bank/VCC Interest	35,889.00	2,990.75	3,581.59	18,453.73	14,953.75	3,499.98
<b>Total General</b>	<b>47,889.00</b>	<b>3,990.75</b>	<b>4,377.05</b>	<b>22,369.57</b>	<b>19,953.75</b>	<b>2,415.82</b>
<b>TOTAL EXPENSES</b>	<b>438,390.00</b>	<b>36,532.50</b>	<b>28,477.69</b>	<b>178,522.01</b>	<b>182,662.50</b>	<b>(4,140.49)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>185,335.55</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>178,522.01</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>6,813.54</b>

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

\_\_\_\_\_  
 Lisa Benasher, Lineweaver Manager

\_\_\_\_\_  
 Date

**Please note:** A principal payment to United Bank was made in the amount of \$6,735.51 a total of \$33,284.89 for this fiscal year and a principal payment to Virginia Community Capital in the amount of \$5,281.63 for a total of \$26,255.03 for this fiscal year.

**FRANKLIN HEIGHTS, LLC**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of May 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Dwelling Rent	372,890.00	31,074.17	17,741.00	138,701.70	155,370.83	(16,669.13)
3410 HAP Funding	1,088,670.00	90,722.50	105,180.00	479,130.00	453,612.50	25,517.50
3610 Interest Income	800.00	66.67	77.23	371.95	333.33	38.62
3690 Other Income-Late fees, etc.	25,000.00	2,083.33	104.00	9,844.16	10,416.67	(572.51)
3410 Other Receipts-CDBG Funds	140,000.00	11,666.67	0.00	72,211.47	58,333.33	13,878.14
<b>Total Receipts</b>	<b>1,627,360.00</b>	<b>135,613.33</b>	<b>123,102.23</b>	<b>700,259.28</b>	<b>678,066.67</b>	<b>22,192.61</b>
<b>Expenses:</b>						
<b>Administration</b>						
4110 Adm Salaries	224,279.00	18,689.92	13,596.06	80,539.60	93,449.58	(12,909.98)
4540 Adm Benefits	68,684.00	5,723.67	5,804.29	29,938.51	28,618.33	1,320.18
4130 Legal Fees	2,500.00	208.33	0.00	382.95	1,041.67	(658.72)
4140 Staff Training	1,500.00	125.00	0.00	892.50	625.00	267.50
4150 Travel	2,500.00	208.33	0.00	1,926.86	1,041.67	885.19
4171 Auditing Fees	1,800.00	150.00	0.00	0.00	750.00	(750.00)
4190 Sundry	25,000.00	2,083.33	680.59	18,271.57	10,416.67	7,854.90
4190 CDBG Down Payment Assistance Program	0.00	0.00	4,000.00	4,000.00	0.00	4,000.00
<b>Total Administration</b>	<b>326,263.00</b>	<b>27,188.58</b>	<b>24,080.94</b>	<b>135,951.99</b>	<b>135,942.92</b>	<b>9.07</b>
<b>Tenant Services</b>						
4240 Tenant Services-Recreation	1,000.00	83.33	0.00	117.21	416.67	(299.46)
<b>Total Tenant Services</b>	<b>1,000.00</b>	<b>83.33</b>	<b>0.00</b>	<b>117.21</b>	<b>416.67</b>	<b>(299.46)</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	469.02	(1,112.90)	0.00	(1,112.90)
4320 Electric	15,000.00	1,250.00	539.96	3,754.18	6,250.00	(2,495.82)
4330 Gas	2,500.00	208.33	99.32	668.64	1,041.67	(373.03)
4390 Sewer	0.00	0.00	559.96	(737.41)	0.00	(737.41)
<b>Total Utilities</b>	<b>17,500.00</b>	<b>1,458.33</b>	<b>1,668.26</b>	<b>2,572.51</b>	<b>7,291.67</b>	<b>(4,719.16)</b>
<b>Maintenance</b>						
4410 Maintenance Salaries	118,222.00	9,851.83	9,531.86	50,801.17	49,259.17	1,542.00
4540 Maintenance Benefits	39,684.00	3,307.00	1,792.75	9,227.31	16,535.00	(7,307.69)
4420 Materials	43,000.00	3,583.33	1,319.86	15,147.11	17,916.67	(2,769.56)
4430 Contract	85,000.00	7,083.33	103.25	11,390.57	35,416.67	(24,026.10)
<b>Total Maintenance</b>	<b>285,906.00</b>	<b>23,825.50</b>	<b>12,747.72</b>	<b>86,566.16</b>	<b>119,127.50</b>	<b>(32,561.34)</b>
<b>General</b>						
4510 Insurance	22,000.00	1,833.33	1,839.81	9,021.00	9,166.67	(145.67)
4570 Collection Loss	10,000.00	833.33	0.00	0.00	4,166.67	(4,166.67)
4590 Real Estate Taxes	25,000.00	2,083.33	12,142.78	12,142.78	10,416.67	1,726.11
4580 Interest Expense-HHR	91,100.00	7,591.67	0.00	45,550.00	37,958.33	7,591.67
4580 Interest Expense-FH	124,625.00	10,385.42	0.00	62,312.50	51,927.08	10,385.42
4580 Interest Expense-FORK(UB)	24,341.00	2,028.42	2,059.76	10,574.72	10,142.08	432.64
4580 Interest Expense-FORK(Seller Fin)	42,104.00	3,508.67	3,540.75	17,911.98	17,543.33	368.65
<b>Total General</b>	<b>339,170.00</b>	<b>28,264.17</b>	<b>19,583.10</b>	<b>157,512.98</b>	<b>141,320.83</b>	<b>16,192.15</b>
<b>TOTAL EXPENSES</b>	<b>969,839.00</b>	<b>80,819.92</b>	<b>58,080.02</b>	<b>382,720.85</b>	<b>404,099.58</b>	<b>(21,378.73)</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>700,259.28</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>382,720.85</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>317,538.43</b>

I CERTIFY THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
 Nehemias Velez, FH Manager

6/11/20  
 Date

Please note P/I payments below:	Debt Pymts Due	Debt Pymts YTD	Debt Pymts Outstanding	
HHR 2006/14 Go Bond Payment	221,100	45,550	175,550	130000
FH 2009/11 Go Bond Payment	449,625	62,313	387,313	325000
United Bank-Forkovitch Units	81,511	33,966	47,545	57170
Seller Financed-Forkovitch Family	102,953	<u>42,895</u>	<u>60,058</u>	60849
<b>Total</b>	<b>855,189</b>	<b>184,724</b>	<b>670,466</b>	

**Housing Choice Voucher Program (HCV)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of May 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts</b>						
3300RC Adm-Fraud/Abuse/Set Off De	8,000.00	666.67	99.15	7,075.96	3,333.33	3,742.63
3300RC HAP-Fraud/Abuse/Set Off De	8,000.00	666.67	99.15	7,075.96	3,333.33	3,742.63
3300 FSS Fort.	2,000.00	166.67	0.00	0.00	833.33	(833.33)
3300 Portability Fee Income	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-HAP	0.00	0.00	0.00	0.00	0.00	0.00
3610 Interest-Adm	0.00	0.00	0.00	0.00	0.00	0.00
3410 HCV FSS Grant Funds	35,103.00	2,925.25	2,925.25	17,470.89	14,626.25	2,844.64
<b>3410 HCV HAP Payment-Adm Fees</b>	<b>468,331.00</b>	<b>39,027.58</b>	<b>137,177.00</b>	<b>312,134.00</b>	<b>195,137.92</b>	<b>116,996.08</b>
<b>3410 HCV HAP Payment-HAP Fees</b>	<b>5,585,682.00</b>	<b>465,473.50</b>	<b>482,288.00</b>	<b>2,495,009.00</b>	<b>2,327,367.50</b>	<b>167,641.50</b>
<b>Total Receipts</b>	<b>6,107,116.00</b>	<b>508,926.33</b>	<b>622,588.55</b>	<b>2,838,765.81</b>	<b>2,544,631.67</b>	<b>294,134.14</b>
<b>Expenses</b>						
<b>Administration</b>						
4110 Adm Salaries	301,462.00	25,121.83	24,918.75	130,666.09	125,609.17	5,056.92
4110 FSS Salaries (grant portion)	35,103.00	2,925.25	2,925.25	14,626.25	14,626.25	0.00
4540 Adm/FSS Benefits	102,024.00	8,502.00	8,004.80	41,996.74	42,510.00	(513.26)
4130 Legal Fees	0.00	0.00	0.00	3,153.30	0.00	3,153.30
4140 Staff Training	2,000.00	166.67	0.00	2,234.00	833.33	1,400.67
4150 Travel	2,000.00	166.67	0.00	5,201.54	833.33	4,368.21
4171 Auditing Fees	6,940.00	578.33	0.00	0.00	2,891.67	(2,891.67)
4190 Sundry	44,000.00	3,666.67	11,240.44	39,349.73	18,333.33	21,016.40
4190.1 Portability Fees	3,200.00	266.67	223.53	786.18	1,333.33	(547.15)
<b>Total Administration</b>	<b>496,729.00</b>	<b>41,394.08</b>	<b>47,312.77</b>	<b>238,013.83</b>	<b>206,970.42</b>	<b>31,043.41</b>
<b>Utilities</b>						
4310 Water	0.00	0.00	0.00	0.00	0.00	0.00
4320 Electric	3,200.00	266.67	81.53	583.39	1,333.33	(749.94)
4330 Gas	1,800.00	150.00	78.48	472.53	750.00	(277.47)
4390 Sewer	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Utilities</b>	<b>5,000.00</b>	<b>416.67</b>	<b>160.01</b>	<b>1,055.92</b>	<b>2,083.33</b>	<b>(1,027.41)</b>
<b>Maintenance</b>						
4420 Maintenance Salaries	0.00	0.00	0.00	0.00	0.00	0.00
4540 Maintenance Benefits	0.00	0.00	0.00	0.00	0.00	0.00
4420 Materials	0.00	0.00	0.00	0.00	0.00	0.00
4430 Contract Costs (Unit Inspections)	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Maintenance</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>General</b>						
4510 Insurance	7,400.00	856.33	565.41	2,772.33	4,281.65	(1,509.32)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4715 HAP Portability In	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>7,400.00</b>	<b>856.33</b>	<b>565.41</b>	<b>2,772.33</b>	<b>4,281.65</b>	<b>(1,509.32)</b>
<b>Total Expenses (excluding HAP)</b>	<b>509,129.00</b>	<b>42,667.08</b>	<b>48,038.19</b>	<b>241,842.08</b>	<b>213,335.40</b>	<b>28,506.68</b>
4715 HAP	5,595,682.00	466,306.83	491,267.00	2,331,391.49	2,331,534.17	(142.68)
4715 UAP	0.00	0.00	17,341.00	62,501.00	0.00	62,501.00
4718 FSS Escrow	0.00	0.00	5,850.00	37,279.00	0.00	37,279.00
<b>HAP Total</b>	<b>5,595,682.00</b>	<b>466,306.83</b>	<b>514,458.00</b>	<b>2,431,171.49</b>	<b>2,331,534.17</b>	<b>99,637.32</b>
<b>Total Expenses</b>	<b>6,104,811.00</b>	<b>508,973.91</b>	<b>562,496.19</b>	<b>2,673,013.57</b>	<b>2,544,869.57</b>	<b>128,144.00</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>2,838,765.81</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>2,673,013.57</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Net Income/Loss</b>						<b>165,752.24</b>
					<b>Adm Funds</b>	<b>94,838.77</b>
					<b>HAP Funds</b>	<b>70,913.47</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

\_\_\_\_\_  
Liz Webb, Housing Choice Voucher Mgr

\_\_\_\_\_  
Date

12/31/2019 HCV Program - HUD-Held Reserve \$493,704 & PHA RNP \$50,161  
6/4/2020 Mainstream 5 Vouchers - HUD-Held Reserve \$16,648 & PHA RNP \$75,942

**COMMERCE VILLAGE LLC (CVO)**  
**Statement of Revenues, Expenses, and Changes in Fund Equity**  
**For the Month of May 2020**

	Annual Budget	Monthly Budget	Total This Month	Actual To Date	Budget To Date	Over/(Under) To Date
<b>Receipts:</b>						
3110 Rental Income	78,892.00	6,574.33	7,782.00	41,714.00	32,871.67	8,842.33
3410 HAP Funding	110,000.00	9,166.67	8,958.00	40,225.00	45,833.33	(5,608.33)
3610 Interest (Replacement&Operating)	360.00	30.00	10.69	275.32	150.00	125.32
3690 Other Income-Laundry&Donations	2,500.00	208.33	179.38	661.15	1,041.67	(380.52)
3690 Other Inc-Late fees,workorders	2,500.00	208.33	0.00	1,300.00	1,041.67	258.33
<b>Total Receipts</b>	<b>194,252.00</b>	<b>16,187.67</b>	<b>16,930.07</b>	<b>84,175.47</b>	<b>80,938.33</b>	<b>3,237.14</b>
<b>Expenses:</b>						
<b>Administration:</b>						
4110 Adm Salaries	17,592.00	1,466.00	1,482.42	8,738.03	7,330.00	1,408.03
4540 Adm Benefits	5,676.00	473.00	518.87	2,662.16	2,365.00	297.16
4130 Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00
4140 Staff Training	0.00	0.00	0.00	0.00	0.00	0.00
4150 Travel	0.00	0.00	0.00	0.00	0.00	0.00
4171 Auditing	0.00	0.00	0.00	0.00	0.00	0.00
4190 Sundry	2,900.00	241.67	45.97	4,668.65	1,208.33	3,460.32
4190 Sundry-Management fees	10,000.00	833.33	880.52	4,309.83	4,166.67	143.16
4190 Sundry-HCC fees	6,100.00	508.33	0.00	6,375.70	2,541.67	3,834.03
<b>Total Administration</b>	<b>42,268.00</b>	<b>3,522.33</b>	<b>2,927.78</b>	<b>26,754.37</b>	<b>17,611.67</b>	<b>9,142.70</b>
<b>Tenant Services:</b>						
4240-Case Mgt/Peer Counseling	16,500.00	1,375.00	3,219.73	10,829.68	6,875.00	3,954.68
4240 Tenant Services-Client	1,500.00	125.00	0.00	0.00	625.00	(625.00)
<b>Total Tenant Serv.</b>	<b>18,000.00</b>	<b>1,500.00</b>	<b>3,219.73</b>	<b>10,829.68</b>	<b>7,500.00</b>	<b>3,329.68</b>
<b>Utilities:</b>						
4310 Water	4,000.00	333.33	355.41	1,777.05	1,666.67	110.38
4320 Electricity	20,000.00	1,666.67	1,228.94	7,631.47	8,333.33	(701.86)
4330 Gas	2,100.00	175.00	153.13	766.97	875.00	(108.03)
4390 Sewer	11,000.00	916.67	969.30	4,846.50	4,583.33	263.17
<b>Total Utilities</b>	<b>37,100.00</b>	<b>3,091.67</b>	<b>2,706.78</b>	<b>15,021.99</b>	<b>15,458.33</b>	<b>(436.34)</b>
<b>Maintenance:</b>						
4410 Maintenance Salaries	9,669.00	805.75	803.53	4,263.63	4,028.75	234.88
4540 Maintenance Benefits	3,056.00	254.67	173.37	889.43	1,273.33	(383.90)
4420 Materials	2,500.00	208.33	30.59	466.06	1,041.67	(575.61)
4430 Contract Costs	16,500.00	1,375.00	1,444.25	4,915.20	6,875.00	(1,959.80)
<b>Total Maintenance</b>	<b>31,725.00</b>	<b>2,643.75</b>	<b>2,451.74</b>	<b>10,534.32</b>	<b>13,218.75</b>	<b>(2,684.43)</b>
<b>General Expenses:</b>						
4510 Insurance Expenses	5,200.00	433.33	227.71	1,133.17	2,166.67	(1,033.50)
4570 Collection Loss	0.00	0.00	0.00	0.00	0.00	0.00
4580 Interest Expense	16,380.00	1,365.00	1,365.00	6,825.00	6,825.00	0.00
4590 Real Estate Taxes	24.00	2.00	1.01	5.05	10.00	(4.95)
1162 Replacement Reserve Acct	9,000.00	750.00	0.00	3,750.00	3,750.00	0.00
<b>Total General Exp</b>	<b>30,604.00</b>	<b>2,550.33</b>	<b>1,593.72</b>	<b>11,713.22</b>	<b>12,751.67</b>	<b>(1,038.45)</b>
<b>TOTAL EXPENSES</b>	<b>159,697.00</b>	<b>13,308.08</b>	<b>12,899.75</b>	<b>74,853.58</b>	<b>66,540.42</b>	<b>8,313.16</b>
<b>TOTAL RECEIPTS TO DATE</b>						<b>84,175.47</b>
<b>TOTAL EXPENSES TO DATE</b>						<b>74,853.58</b>
<b>TOTAL RECEIPTS LESS TOTAL EXPENSES TO DATE-Income/Loss</b>						<b>9,321.89</b>

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
Sandra Lowther, Commerce Village Manager

  
Date





## U. S. Department of Housing & Urban Development

Richmond Field Office, Public Housing Program Center  
600 E. Broad Street, 3<sup>rd</sup> Floor  
Richmond, VA 23219  
1-800-842-2610

April 29, 2020

Mr. Michael Wong  
Executive Director  
Harrisonburg Redevelopment and Housing Authority  
P.O. Box 1071  
Harrisonburg, VA 22803

Dear Mr. Wong:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the Harrisonburg Redevelopment and Housing Authority. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The Harrisonburg Redevelopment and Housing Authority's final SEMAP score for the fiscal year end 12/31/2019 is 100%. Your overall performance rating is a "High Performer". The following are your scores on each indicator:

Indicator	1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	15
Indicator	2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	20
Indicator	3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	20
Indicator	4	Utility Allowance Schedule (24 CFR 982.517)	5
Indicator	5	HQS Quality Control (24 CFR 982.405(b))	5
Indicator	6	HQS Enforcement (24 CFR 982.404)	10
Indicator	7	Expanding Housing Opportunities	5
Indicator	8	Payment Standards (24 CFR 982.503)	5
Indicator	9	Timely Annual Reexaminations (24 CFR 5.617)	10
Indicator	10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	5
Indicator	11	Pre-Contract HQS Inspections (24 CFR 982.305)	5
Indicator	12	Annual HQS Inspections (24 CFR 982.405(a))	10
Indicator	13	Lease-Up	20
Indicator	14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	10
Indicator	15	Deconcentration Bonus	0

Thank you for your cooperation with the SEMAP process. If you have any questions, please call me at (804) 822-4898. If your staff requires any technical assistance, they should contact Bonita S. Booker, PMS at (804) 822-4895 or at [bonita.s.booker@hud.gov](mailto:bonita.s.booker@hud.gov).

Sincerely,

*Bonita S. Booker for*

Robert F. Davenport  
Director  
Richmond Public Housing Program Center

cc: Mr. John Hall  
Vice Chairperson



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center  
2380 McGee Street, Suite 400  
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

May 8, 2020

VA014  
HARRISONBURG REDEVELOPMENT & H/A  
P.O. BOX 1071  
286 KELLEY STREET  
HARRISONBURG, VA 22801-2801

Dear Executive Director:

**SUBJECT: CY 2020 Housing Choice Vouchers – CARES Act Administrative Fees,  
Mainstream Administrative Fees, and MTW Embedded Fees**

Your agency was notified in a letter date May 7, 2020 that it has been awarded administrative fee funding under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). This letter and enclosed table provide the specific details of the funding awarded and information concerning the disbursement of these funds. Funds have been obligated and scheduled for disbursement in May 2020.

These funds must be administered in accordance with the CARES Act requirements. Information about these requirements is provided in PIH Notice 2020-08.

Enclosed is your Notice to Amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the change(s) described above. The amendment notice and revised funding exhibits should be filed with your most recent CACC. No execution by HUD or your PHA is required.

Public housing agencies receiving an increment in excess of \$100,000 in Budget Authority (BA) are required to submit Form HUD-50071, Certification of Payments to Influence Federal Transactions, and if applicable, Form SF-LLL, Disclosure of Lobbying Activities. If this letter notifies you of a renewal in excess of \$100,000, and your PHA has not submitted the Form(s) HUD-50071 (and SF-LLL where applicable) for your current fiscal year, the documents must be submitted to your local field office and Financial Analyst at the Financial Management Center (FMC) within 30 days of the date of this letter. These forms are located on the Internet at the following addresses:

Form HUD-50071

<https://www.hud.gov/sites/documents/50071.PDF>

Form SF-LLL

<https://www.hudexchange.info/resources/documents/HUD-Form-Sflll.pdf>

**Increment Number Table**U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing

Housing Choice Voucher Program

Section 8

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May 8, 2020

<b>Funding Increment Number</b>	<b>Effective Date</b>	<b>Term (Months)</b>	<b>BA Assigned</b>
VA014AF-0130	5/1/2020	1	\$96,624
VA0148F-0010	5/1/2020	1	\$1,004



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

May 18, 2020

VA014  
HARRISONBURG REDEVELOPMENT & H/A  
P.O. BOX 1071  
286 KELLEY STREET  
HARRISONBURG, VA 22801-2801

Dear Executive Director:

I am pleased to notify you that your public housing agency (PHA) is eligible for an increase in Mainstream vouchers and funding as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (Public Law 116-136). The CARES Act directs the Department of Housing and Urban Development (HUD) to proportionally allocate additional vouchers to PHAs that received an award under either of the two most recent Notices of Funding Availability (NOFAs). *PIH Notice 2020-09: CARES Act Mainstream Funding for Public Housing Authorities (PHAs) Awarded Funding Allocations in the 2017 and 2019 Competitions* details this increase in funding.

The following table identifies the funding you are eligible to receive:

Term	Budget Authority	Number of Units
12	\$134,303	23

Every PHA that received an award through the FY 2017 or FY 2019 Mainstream Voucher Program NOFAs is eligible to receive a 30 percent increase in the number of vouchers it received between the two NOFAs. If a 30 percent increase in vouchers resulted in a fraction of a voucher being allocated, HUD rounded up to the next whole number. For example, if the PHA was awarded 22 vouchers through FR-6100-N-43 and 30 vouchers through FR-6300-N-43 for a total of 52 vouchers, the PHA will receive 16 new vouchers.

**Please contact your Financial Analyst at the Financial Management Center (FMC) by Friday, May 29, 2020, to select the effective date when your PHA may begin leasing these vouchers.** The effective date may be as early as May 1, 2020, and no later than October 1, 2020. Alternatively, **if you choose to decline these vouchers,** please notify your Financial Analyst by May 29, 2020. If you do not contact your Financial Analyst by May 29, 2020, HUD will obligate the funds and your effective date will default to August 1, 2020.

Please remember, as with the regular voucher program, the awarded budget authority and number of units both serve as a cap. Your agency may only lease until you have reached the lower of your budget authority or number of units allocated. If you have money left but you have leased all the awarded units, this extra funding will go into your agency's Mainstream HAP reserves. If you are on track to spend all of the awarded funding but still have units left, stop leasing before you run out of

money.

The FMC will provide your agency with an amended Annual Contributions Contract that reflects the obligation of funds and monthly disbursements will be scheduled. Initially, the first three months of disbursements will be automatically scheduled. Each disbursement will equal 1/12th of your award amount. Thereafter, monthly disbursements will be scheduled based on monthly Mainstream expenses reported in the Voucher Management System (VMS). If you have not leased any vouchers by month three, you will not receive additional disbursements until VMS data shows you are incurring HAP expenses. If at any time such disbursements are not sufficient to cover your monthly expenses, your agency should contact your Financial Analyst at the Financial Management Center.

Your agency must follow all HCV program requirements when administering the Mainstream Voucher Program, including the regulations at 24 CFR part 982, and the requirements in *PIH Notice 2020-09*. Your PHA is required to follow relevant statutes, regulations, and HUD guidance.

To ensure that Mainstream families are recorded properly, you must record MS5 on line 2n of the form HUD-50058 (Family Report). Remember to accurately record families who are homeless at admission on line 4c of the HUD-50058. Mainstream vouchers and corresponding HAP expenses must be accurately reported in VMS. The Mainstream Voucher Program is reported separately in FASS-PH under the CFDA code 14.879.

Additional information regarding the Mainstream Voucher Program can be found at: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/hcv/mainstream](https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/mainstream).

Please contact [MainstreamVouchers@hud.gov](mailto:MainstreamVouchers@hud.gov) if you have any questions

Sincerely

Danielle L Bastarache

Digital signed by Daniele L Bastarache  
DN: CN = Danielle L Bastarache, C = US  
Reason: I am approving this document

Deputy Assistant Secretary for  
Public Housing and Voucher Programs

Attachment

Memo Reference: 20-100

**HARRISONBURG REDEVELOPMENT  
AND  
HOUSING AUTHORITY  
COMMISSIONERS  
June 2020**

<u>COMMISSIONER</u>	<u>ADDRESS</u>	<u>PHONE NUMBER AND EXPIRATION OF TERM</u>
John Hall, Vice Chair	1740 Sherry Lane Harrisonburg, VA 22801 <a href="mailto:hall.john105@gmail.com">hall.john105@gmail.com</a>	11/29/2021 (H) (C)
Scott Gallagher	905 Oak Hill Drive Harrisonburg, VA 22801 <a href="mailto:gallagsr@jmu.edu">gallagsr@jmu.edu</a>	11/29/2020 435-8625 (H) 568-8792 (W)
Costella Forney	159 Suter Street Harrisonburg, VA 22802 <a href="mailto:costellaforney@gmail.com">costellaforney@gmail.com</a>	11/29/2022 540-560-7995
Dany Fleming	474 Myers Avenue Harrisonburg, VA 22802 <a href="mailto:fleming.dany@gmail.com">fleming.dany@gmail.com</a>	11/29/2023
Michael G. Wong, Executive Director/Secretary-Treasurer (But not Commissioner)	709 Ott Street Harrisonburg, VA 22801 <a href="mailto:wongway@harrisonburgrha.com">wongway@harrisonburgrha.com</a>	434-7386 (W) 540-271-0060(C)

JR "Polly" Lineweaver Program Management Report  
Month of March 2020

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	2	68
New Applications Taken	0	9

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	5	0	5
# of Tenants who moved in	0	0	0
# of Tenants who moved out	1	0	1
# of Tenants who transferred	0	0	0
# of Legal Notices	0	0	0
# of Unlawful Detainers	0	0	0

**Occupancy**

<b>11</b>	# of minorities	<b>18%</b>
<b>36</b>	# of disabled tenants	<b>59%</b>
<b>56</b>	# of elderly tenants	<b>44%</b>
<b>Total Number of Units Leased: <u>56</u></b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$22,177.42		
Delinquent Accounts By Age	30 4	60 3	>606
Security Deposits Held	\$12,732.73		
Pet Deposits Held	\$1,600.00		
Rent Billed	\$14,249.50		
Rent Collected	\$14,402.58		

<b>Number of Inspections</b>	<u>0</u>
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**Management**

Comments on any problems experienced during the month:

I certify that the foregoing information is true and correct to the best of my knowledge and belief.

  
Lisa Benasher, Lineweaver Property Manager

3-31-20  
Date



Lineweaver Annex Program Management Report...  
Month of March 2020

**Applications**

Currently On Waiting List	<b>100</b>
New Applications Taken	<b>0</b>

**Marketing**

# of units vacant	0
# of Tenants who moved in	2
# of Tenants who moved out	0
# of Tenants who transferred	0
# of Legal Notices	0
# of Unlawful Detainers	0

**Occupancy**

<b>3</b>	# of minorities	<b>9%</b>
<b>45</b>	# of disabled tenants	<b>43%</b>
<b>24</b>	# of elderly tenants	<b>55%</b>
<b>Total Number of Units Leased 60</b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$34,222.00		
Delinquent Accounts By Age	30 7	60 7	>60 8
Security Deposits Held	\$28,151.44		
Pet Deposits Held	\$1,300.00		
Rent Billed	\$16,835.84		
Rent Collected	\$16,731.00		

<b>Number of Inspections</b>	<u>0</u>
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**Management**

**Comments on any problems experienced during the month:**

I certify that the forgoing information is true and correct to the best of my knowledge and belief.

  
Lisa Benasher, Lineweaver Manager

3-31-2020  
Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF MARCH 2020**

**1.) Marketing:**

	<u>1 BDR</u>	<u>2 BDR</u>	<u>3 BDR</u>	<u>4 BDR</u>	<u>5 BDR</u>	<u>Total</u>
# of Units Vacant	<u>1</u>	<u>1</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>5</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
# of Legal Notices	<u>1</u>	<u>7</u>	<u>9</u>	<u>0</u>	<u>0</u>	<u>17</u>
# of Unlawful Detainers	<u>0</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>4</u>
Tenants who are over-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Tenants who are under-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Units with handicap access	<u>9</u>	<u>0</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>16</u>
Tenants who need handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>

**2.) Occupancy:**

TOTAL NUMBER OF UNITS LEASED: 124

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$116,971.91</u>
Rent Billed	<u>\$131,781.38</u>
Rent Collected	<u>\$131,728.30</u>

**4.) Applications:**

	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	<u>5BR</u>
Currently on the Waiting List there are a total of <u>1,594</u> applicants.	<u>504</u>	<u>552</u>	<u>377</u>	<u>127</u>	<u>034</u>

**5.) Inspections:**

Number Completed	Excellent	Acceptable	Needs work	Issues
0	0	0	0	0

6.) Management:

Comments on any problems experienced during the month:

Franklin Heights, LLC (FH) had no move-ins or move-outs for the month of March 2020. FH started taking applications effective November 01, 2018.

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
Nehemias Velez, FH Property Manager

5/6/20  
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF MARCH 2020**

**1.) Marketing:**

	<u>1 BDR VASH</u>	<u>1 BDR HCV</u>
# of Units Vacant	<u>0</u>	<u>0</u>
# of Tenants who moved in	<u>0</u>	<u>1</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>
# of Legal Notices	<u>0</u>	<u>0</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>

2) TOTAL NUMBER OF UNITS LEASED: **30**

**3.) Tenant Accounts Receivable:**

Outstanding Balance	<u>\$10,089.80</u>
Number of Delinquent Accounts by Age:	30:2      60: <u>0</u> 90+: <u>0</u>
Security and Pet Deposits Held:	<u>\$14,979.00</u>
Rent Billed	<u>\$16,161.00</u>
Rent Collected	<u>\$15,012.00</u>

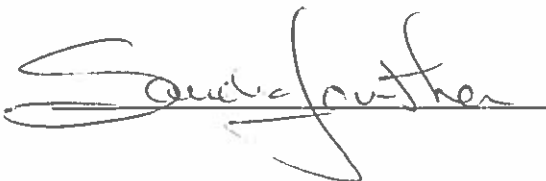
**4.) Applications:**

Currently on the Waiting List      823

**5.) Management:**

**Comments on any problems experienced during the month:**

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



4-7-2020

**FAMILY SELF- SUFFICIENCY PROGRAM REPORT**  
**Monthly Report -March 2020**

**HCV PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 30	Enrolled in ESL: 3	Positive Escrow Balances: 24
Employed: 24	Enrolled in Continuing Ed.:2	Earning Monthly Escrow: 15
Job searching/Pre-employment: 0	Started this month: 0	Newly Earning Escrow: 1
Medical Leave/Disability: 5		Escrow Decreases: 4
Maternity Leave: N/A		Interim Escrow Withdrawals: 0

**FRANKLIN HEIGHTS PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 40	Enrolled in ESL: 5	Positive Escrow Balances: 20
Employed: 29	Enrolled in Continuing Ed.:2	Earning Monthly Escrow: 17
Job searching/Pre-employment: 9	Started this month: 0	Newly Earning Escrow: 1
Medical Leave/ Disability: 1		Missed on Escrow:2
Maternity Leave: 1		Interim Escrow Withdrawals: 0

**HARRISON HEIGHTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 17	Enrolled in ESL: 1	Positive Escrow Balances: 10
Employed: 11	GED:1	Earning Monthly Escrow: 6
Job searching/Pre-employment: 6	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/Disability: 0		Escrow Increases: 0
Maternity Leave: 1		Interim Escrow Withdrawals: 0
New job this month: 1		

**Accomplishments**

Received 8 Pieces of furniture from Schewels but not distributed. 3 participants graduated.

Date: 3/31/20

FSS Coordinator: Zoe Parakuo

FSS Coordinator: Everett Brubaker

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as of March 2020**

**Franklin Heights, LLC**

Income	\$	452,649.87
Expenses	\$	(263,974.71)
Less: Principal Payments	\$	(28,938.62)
Total	\$	159,736.54

**J.R. POLLY LINEWEAVER APARTMENTS**

Income	\$	116,164.47
Expenses	\$	(109,922.78)
Total	\$	6,241.69
Add: Service Coordinator Grant Funds	\$	-
Less: Service Coordinator Grant Expenses	\$	(10,152.20)
	\$	(10,152.20)
Profit (Loss)/Gain	\$	(3,910.51)
Less: Principal Payments	\$	(19,938.00)
Total	\$	(23,848.51)

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as March 31, 2020**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$234,485.29
		Total	<b>\$234,485.29</b>
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$46,939.66	
	Housing Choice Voucher Program	\$35,737.22	
	Commerce Village, LLC	\$14,139.50	
	Franklin Heights, LLC-Operating Expenses	\$59,744.31	
	Franklin Heights, LLC-Debt Servicing	\$137,000.00	
		<b>\$293,560.69</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	SunTrust-Checking Account		\$419,993.37
	United Bank-FSS Escrow for participants		\$113,374.17
		Total	<b>\$533,367.54</b>

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$9,141.90
		Total	<b>\$9,141.90</b>

**ALL PROGRAMS-FH, LW, JRL**

Cash:	United Bank-Security Deposit Account		\$180,781.26
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**COMPONENT UNITS**

**Franklin Heights, LLC**

Cash:	United Bank-Checking Account		\$11,812.57
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**Commerce Village, LLC**

Cash:	First Bank & Trust		\$124,844.19
	BB&T-Operating Reseve Account		\$130,716.26

		<b><u>Grand Total</u></b>	<b><u>\$1,225,149.01</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report  
YTD Financial Report as of March 31, 2020**

		Cash Balance as of 1/31	Cash Balance as of 2/29	Cash Balance as of 3/31
<b>LOCAL COMMUNITY DEVELOPMENT</b>				
Cash:	First Bank & Trust	\$75,038.07	\$72,867.55	\$234,485.29
<b>HOUSING CHOICE VOUCHER PROGRAM</b>				
Cash:	SunTrust-Checking	\$360,537.76	\$395,021.95	\$419,993.37
	United Bank-FSS Escrow	\$98,957.95	\$105,570.17	\$113,374.17
<b>J.R. POLLY LINEWEAVER APARTMENTS</b>				
Cash:	United Bank-Checking	\$2,724.04	\$17,911.14	\$9,141.90
<b>ALL PROGRAMS-FH, LW, JRL, CVO</b>				
Cash:	United Bank-Security Dep.	\$176,627.38	\$178,791.78	\$180,781.26
<b>COMPONENT UNITS</b>				
<b>Franklin Heights, LLC</b>				
Cash:	United Bank-Checking	\$9,363.99	\$14,531.98	\$11,812.57
<b>Commerce Village LLC</b>				
Cash:	First Bank & Trust	\$125,061.32	\$129,765.23	\$124,844.19
	BB&T (Operating Reserve)	\$130,661.16	\$130,702.58	\$130,716.26
	<b>Total</b>	<b>\$978,971.67</b>	<b>\$1,045,162.38</b>	<b>\$1,225,149.01</b>



JR "Polly" Lineweaver Program Management Report  
Month of April 2020

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	1	68
New Applications Taken	0	9

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	5	0	5
# of Tenants who moved in	0	0	0
# of Tenants who moved out	0	0	0
# of Tenants who transferred	0	0	0
# of Legal Notices	0	0	0
# of Unlawful Detainers	0	0	0

**Occupancy**

11	# of minorities	18%
36	# of disabled tenants	59%
56	# of elderly tenants	44%
<b>Total Number of Units Leased: 56</b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$22,859.06		
Delinquent Accounts By Age	30 4	60 3	>606
Security Deposits Held	\$12,507.73		
Pet Deposits Held	\$1,600.00		
Rent Billed	\$13,952.00		
Rent Collected	\$13,283.36		

<b>Number of Inspections</b>	<u>0</u>
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**Management**

Comments on any problems experienced during the month:

I certify that the foregoing information is true and correct to the best of my knowledge and belief.

  
Lisa Benasher, Lineweaver Property Manager

Date

5-4-2020

Lineweaver Annex Program Management Report...  
Month of April 2020

**Applications**

Currently On Waiting List	<b>65</b>
New Applications Taken	<b>0</b>

**Marketing**

# of units vacant	1
# of Tenants who moved in	0
# of Tenants who moved out	1
# of Tenants who transferred	0
# of Legal Notices	0
# of Unlawful Detainers	0

**Occupancy**

<b>3</b>	# of minorities	<b>9%</b>
<b>45</b>	# of disabled tenants	<b>43%</b>
<b>24</b>	# of elderly tenants	<b>55%</b>
<b>Total Number of Units Leased 59</b>		

**Tenant Accounts Receivable**


Accounts Receivable at end of Month	<b>\$34,968.52</b>		
Delinquent Accounts By Age	<b>30 7</b>	<b>60 7</b>	<b>&gt;60 8</b>
Security Deposits Held	<b>\$28,819.77</b>		
Pet Deposits Held	<b>\$1,350.00</b>		
Rent Billed	<b>\$16,387.00</b>		
Rent Collected	<b>\$15,640.48</b>		

<b>Number of Inspections</b>	<b>0</b>
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**Management**

**Comments on any problems experienced during the month:**

I certify that the forgoing information is true and correct to the best of my knowledge and belief.


5-4-2020  
 Lisa Benasher, Lineweaver Manager Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF APRIL 2020**

**1.) Marketing:**

	<u>1 BDR</u>	<u>2 BDR</u>	<u>3 BDR</u>	<u>4 BDR</u>	<u>5 BDR</u>	<u>Total</u>
# of Units Vacant	<u>1</u>	<u>1</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>5</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Legal Notices	<u>4</u>	<u>9</u>	<u>11</u>	<u>2</u>	<u>1</u>	<u>27</u>
# of Unlawful Detainers	<u>0</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>0</u>	<u>4</u>
Tenants who are over-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Tenants who are under-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Units with handicap access	<u>9</u>	<u>0</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>16</u>
Tenants who need handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>

**2.) Occupancy:**

TOTAL NUMBER OF UNITS LEASED: 124

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$117,943.91</u>
Rent Billed	<u>\$130,062.41</u>
Rent Collected	<u>\$130,506.93</u>

**4.) Applications:**

	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	<u>5BR</u>
Currently on the Waiting List there are a total of <u>1,650</u> applicants.	<u>528</u>	<u>578</u>	<u>380</u>	<u>129</u>	<u>035</u>

**5.) Inspections:**

Number Completed	Excellent	Acceptable	Needs work	Issues
0	0	0	0	0

6.) **Management:**

**Comments on any problems experienced during the month:**

Franklin Heights, LLC (FH) had no move-ins or move-outs for the month of March 2020. FH started taking applications effective November 01, 2018.

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
\_\_\_\_\_  
Nehemias Velez, FH Property Manager

5/20/20  
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF APRIL 2020**

**1.) Marketing:**

	<u>1 BDR VASH</u>	<u>1 BDR HCV</u>
# of Units Vacant	<u>1</u>	<u>0</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>
# of Legal Notices	<u>0</u>	<u>0</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>

2) TOTAL NUMBER OF UNITS LEASED: 29

**3.) Tenant Accounts Receivable:**

Outstanding Balance	<u>\$11,038.80</u>
Number of Delinquent Accounts by Age:	30:0      60: <u>2</u> 90+: <u>0</u>
Security and Pet Deposits Held:	<u>\$15,016.00</u>
Rent Billed	<u>\$16,911.00</u>
Rent Collected	<u>\$15,939.00</u>

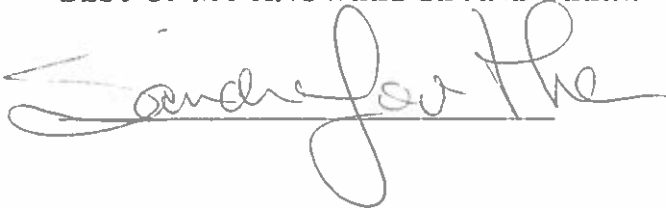
**4.) Applications:**

Currently on the Waiting List      861

**5.) Management:**

**Comments on any problems experienced during the month:**

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



5-13-2020

**FAMILY SELF- SUFFICIENCY PROGRAM REPORT**  
**Monthly Report –April 2020**

**HCV PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 30	Enrolled in ESL: 0	Positive Escrow Balances: 24
Employed:16	Enrolled in Continuing Ed:0	Earning Monthly Escrow: 15
Unemployed/Furlough : 12	Started this month: 0	Newly Earning Escrow: 1
Medical Leave/Disability: 2		Interim Escrow Withdrawals:
Maternity Leave: N/A		

**FRANKLIN HEIGHTS PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 40	Enrolled in ESL: 0	Positive Escrow Balances: 20
Employed: 23	Enrolled in Continuing Ed.:0	Earning Monthly Escrow: 17
Unemployed/Furlough: 14	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/ Disability: 1		Interim Escrow Withdrawals: 0
Maternity Leave: 1		

**HARRISON HEIGHTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 17	Enrolled in ESL: 0	Positive Escrow Balances: 10
Employed: 9	GED:0	Earning Monthly Escrow: 5
Unemployed/Furlough:8	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/Disability: 0		Escrow Increases: 0
Maternity Leave: 1		Interim Escrow Withdrawals: 0
New job this month: 0		

**Accomplishments**

FSS Coordinator distributed donated masks to Reservoir Office community.

Date: 5/1/2020

FSS Coordinator: Zoe Parakuo

FSS Coordinator: Everett Brubaker

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as April 30, 2020**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$234,485.29
		Total	<b>\$211,565.44</b>
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$56,047.26	
	Housing Choice Voucher Program	\$52,649.61	
	Commerce Village, LLC	\$12,939.56	
	Franklin Heights, LLC-Operating Expenses	\$73,204.44	
	Franklin Heights, LLC-Debt Servicing	\$70,000.00	
		<b>\$264,840.87</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	SunTrust-Checking Account		\$437,341.36
	United Bank-FSS Escrow for participants		\$120,749.86
		Total	<b>\$558,091.22</b>

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$1,641.98
		Total	<b>\$1,641.98</b>

**ALL PROGRAMS-FH, LW, JRL**

Cash:	United Bank-Security Deposit Account		<b>\$183,135.96</b>
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**COMPONENT UNITS**

**Franklin Heights, LLC**

Cash:	United Bank-Checking Account		<b>\$12,668.23</b>
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**Commerce Village, LLC**

Cash:	First Bank & Trust		<b>\$126,637.69</b>
	BB&T-Operating Reseve Account		<b>\$130,716.26</b>

**Grand Total**                      **\$1,224,456.78**

**Harrisonburg Redevelopment & Housing Authority Report**  
**YTD Financial Report as of April 30, 2020**

		Cash Balance as of 1/31	Cash Balance as of 2/29	Cash Balance as of 3/31	Cash Balance as of 4/30
<b>LOCAL COMMUNITY DEVELOPMENT</b>					
Cash:	First Bank & Trust	\$75,038.07	\$72,867.55	\$234,485.29	\$211,565.44
<b>HOUSING CHOICE VOUCHER PROGRAM</b>					
Cash:	SunTrust-Checking	\$360,537.76	\$395,021.95	\$419,993.37	\$437,341.36
	United Bank-FSS Escrow	\$98,957.95	\$105,570.17	\$113,374.17	\$120,749.86
<b>J.R. POLLY LINEWEAVER APARTMENTS</b>					
Cash:	United Bank-Checking	\$2,724.04	\$17,911.14	\$9,141.90	\$1,641.98
<b>ALL PROGRAMS-FH, LW, JRL, CVO</b>					
Cash:	United Bank-Security Dep.	\$176,627.38	\$178,791.78	\$180,781.26	\$183,135.96
<b>COMPONENT UNITS</b>					
<b>Franklin Heights, LLC</b>					
Cash:	United Bank-Checking	\$9,363.99	\$14,531.98	\$11,812.57	\$12,668.23
<b>Commerce Village LLC</b>					
Cash:	First Bank & Trust	\$125,061.32	\$129,765.23	\$124,844.19	\$126,637.69
	BB&T (Operating Reserve)	\$130,661.16	\$130,702.58	\$130,716.26	\$130,716.26
	<b>Total</b>	<b>\$978,971.67</b>	<b>\$1,045,162.38</b>	<b>\$1,225,149.01</b>	<b>\$1,224,456.78</b>



**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as of April 2020**

**Franklin Heights, LLC**

Income	\$	577,157.05
Expenses	\$	(324,754.38)
Less: Principal Payments	\$	(38,602.01)
Total	\$	213,800.66

**J.R. POLLY LINEWEAVER APARTMENTS**

Income	\$	151,704.32
Expenses	\$	(134,647.72)
Total	\$	17,056.60
Add: Service Coordinator Grant Funds	\$	-
Less: Service Coordinator Grant Expenses	\$	(15,396.60)
	\$	(15,396.60)
Profit (Loss)/Gain	\$	1,660.00
Less: Principal Payments	\$	(31,832.14)
Total	\$	(30,172.14)

**HOUSING CHOICE VOUCHER PROGRAM  
MANAGEMENT REPORT FOR 6/17/20 BOARD MEETING  
SUMMARY OF MARCH, APRIL, AND MAY 2020**

**1. Voucher Utilization (as of 5/31/20)**

	FUP	NED	TP	MS5	HCV	PBV Franklin Heights	PBV VASH Commerce Village	Total	Percent
<b>MANDATED TOTAL</b>	<b>50</b>	<b>170</b>	<b>9</b>	<b>75</b>	<b>485</b>	<b>129</b>	<b>15</b>	<b>933</b>	<b>100.0</b>
<b>Leased</b>	<b>32</b> 64%	<b>140</b> 82%	<b>9</b> 100%	<b>30</b> 40%	<b>456</b> 94%	<b>124</b> 96%	<b>15</b> 100%	<b>806</b>	<b>86.4</b>
- <i>Commerce Village</i>		2			12		15	29	
- <i>Franklin Heights</i>						124		124	
- <i>Lineweaver Annex</i>		25		7	23			55	
- <i>Private</i>	31	113	9	22	420			595	
- <i>Portability Billing</i>	1			1	1			3	
<b>Searching</b>	<b>4</b>	<b>29</b>	<b>0</b>	<b>23</b>	<b>14</b>	<b>-</b>	<b>-</b>	<b>72</b>	<b>7.7</b>
<b>Available</b>	<b>14</b>	<b>1</b>	<b>0</b>	<b>22</b>	<b>15</b>	<b>5</b>	<b>0</b>	<b>57</b>	<b>5.9</b>

**2. HAP Expenditures**

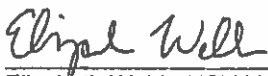
	3/1/20	4/1/20	5/1/20
Mainstream Vouchers	462,773	477,984	499,684
Everything Else	11,532	12,185	12,378
<b>Total HAP Expenditures</b>	<b>474,305</b>	<b>490,169</b>	<b>512,062</b>
Leased Vouchers	812	804	800
Average Per Unit Cost	\$584.12	\$609.66	\$640.08

**3. Household Certifications & Voucher Updates**

	March	April	May
<b>Voucher Updates</b>			
• Issued	8	8	14
• Extended	2	5	3
• Expired	0	0	1
Rent Increases	23	16	23
Unit Changes	1	0	5
New Admissions	7	0	3
Port In	0	0	2
<b>Interims</b>	<b>70</b>	<b>102</b>	<b>66</b>
• <i>Decrease</i>	40	72	54
• <i>Increase</i>	21	23	3
• <i>HH Change/Other</i>	9	7	9
<b>Annuals</b>	<b>56</b>	<b>57</b>	<b>56</b>
<b>Terminations</b>	<b>10</b>	<b>3</b>	<b>4</b>
• <i>Gave up voucher</i>	3		2
• <i>Deceased</i>	1		2
• <i>6 months full rent</i>	1		
• <i>Other</i>	5	3	

**4. PIC Submission: 100.65% (more PIC records than VMS reported numbers)**

I certify that the forgoing information is true and correct to the best of my knowledge and belief.



Elizabeth Webb, HCV Manager

June 12, 2020

Date

JR "Polly" Lineweaver Program Management Report  
Month of May 2020

**Applications**

	Efficiency	One bedroom
Currently On Waiting List	0	80
New Applications Taken	0	4

**Marketing**

	Efficiency	One bedroom	Total
# of units vacant	5	0	5
# of Tenants who moved in	0	0	0
# of Tenants who moved out	0	0	0
# of Tenants who transferred	0	0	0
# of Legal Notices	0	0	0
# of Unlawful Detainers	0	0	0

**Occupancy**

11	# of minorities	18%
36	# of disabled tenants	59%
56	# of elderly tenants	44%
<b>Total Number of Units Leased: <u>56</u></b>		

**Tenant Accounts Receivable**

Accounts Receivable at end of Month	\$22,859.06		
Delinquent Accounts By Age	30 4	60 3	>606
Security Deposits Held	\$12,507.73		
Pet Deposits Held	\$1,600.00		
Rent Billed	\$13,777.00		
Rent Collected	\$14,030.24		

Number of Inspections	0
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**Management**

Comments on any problems experienced during the month:

I certify that the forgoing information is true and correct to the best of my knowledge and belief.

  
Lisa Benasher, Lineweaver Property Manager

6-4-2020  
Date

Lineweaver Annex Program Management Report...  
Month of May 2020

**Applications**

Currently On Waiting List	<b>100</b>
New Applications Taken	<b>0</b>

**Marketing**

# of units vacant	1
# of Tenants who moved in	0
# of Tenants who moved out	0
# of Tenants who transferred	0
# of Legal Notices	0
# of Unlawful Detainers	0

**Occupancy**

<b>3</b>	# of minorities	<b>9%</b>
<b>45</b>	# of disabled tenants	<b>43%</b>
<b>24</b>	# of elderly tenants	<b>55%</b>
<b>Total Number of Units Leased 59</b>		

**Tenant Accounts Receivable**

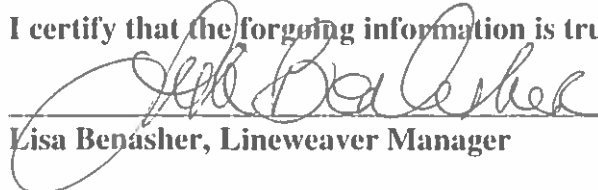
Accounts Receivable at end of Month	<b>\$34,968.52</b>		
Delinquent Accounts By Age	<b>30 7</b>	<b>60 7</b>	<b>&gt;60 8</b>
Security Deposits Held	<b>\$28,819.77</b>		
Pet Deposits Held	<b>\$1,350.00</b>		
Rent Billed	<b>\$16,636.00</b>		
Rent Collected	<b>\$17,688.48</b>		

<b>Number of Inspections</b>	<b>0</b>
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**Management**

**Comments on any problems experienced during the month:**

I certify that the foregoing information is true and correct to the best of my knowledge and belief.

  
\_\_\_\_\_  
Lisa Benasher, Lineweaver Manager

6-4-2020  
\_\_\_\_\_  
Date

**FRANKLIN HEIGHTS PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF MAY 2020**

**1.) Marketing:**

	<u>1 BDR</u>	<u>2 BDR</u>	<u>3 BDR</u>	<u>4 BDR</u>	<u>5 BDR</u>	<u>Total</u>
# of Units Vacant	<u>0</u>	<u>1</u>	<u>4</u>	<u>0</u>	<u>0</u>	<u>5</u>
# of Tenants who moved in	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
# of Legal Notices	<u>5</u>	<u>9</u>	<u>13</u>	<u>2</u>	<u>1</u>	<u>30</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Tenants who are over-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Tenants who are under-housed	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Units with handicap access	<u>2</u>	<u>0</u>	<u>2</u>	<u>4</u>	<u>1</u>	<u>16</u>
Tenants who need handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>
Tenants who have handicap access	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>05</u>

**2.) Occupancy:**

TOTAL NUMBER OF UNITS LEASED: 124

**3.) Tenant Accounts Receivable:**

Security and Pet Deposits Held:	<u>\$116,373.91</u>
Rent Billed	<u>\$128,870.36</u>
Rent Collected	<u>\$128,687.31</u>

**4.) Applications:**

	<u>1 BR</u>	<u>2 BR</u>	<u>3 BR</u>	<u>4 BR</u>	<u>5BR</u>
Currently on the Waiting List there are a total of <u>1,720</u> applicants.	<u>545</u>	<u>614</u>	<u>389</u>	<u>135</u>	<u>037</u>

**5.) Inspections:**


Number Completed	Excellent	Acceptable	Needs work	Issues
0	0	0	0	0

6.) **Management:**

**Comments on any problems experienced during the month:**

Franklin Heights, LLC (FH) had one move-in and no move-outs for the month of May 2020. FH started taking applications effective November 01, 2018.

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF

  
\_\_\_\_\_  
Nehemias Velez, FH Property Manager

6/11/20  
\_\_\_\_\_  
Date

**COMMERCE VILLAGE PROGRAM MANAGEMENT REPORT  
FOR THE MONTH OF MAY 2020**

**1.) Marketing:**

	<u>1 BDR VASH</u>	<u>1 BDR HCV</u>
# of Units Vacant	<u>0</u>	<u>0</u>
# of Tenants who moved in	<u>0</u>	<u>0</u>
# of Tenants who moved out	<u>0</u>	<u>0</u>
# of Tenants evicted	<u>0</u>	<u>0</u>
# of Tenants who transferred	<u>0</u>	<u>0</u>
# of Legal Notices	<u>0</u>	<u>0</u>
# of Unlawful Detainers	<u>0</u>	<u>0</u>

2) TOTAL NUMBER OF UNITS LEASED: 30

**3.) Tenant Accounts Receivable:**

Outstanding Balance	<u>\$11,541.80</u>
Number of Delinquent Accounts by Age:	30:0      60: <u>0</u> 90+: <u>1</u>
Security and Pet Deposits Held:	<u>\$15,710.00</u>
Rent Billed	<u>\$16,740.00</u>
Rent Collected	<u>\$16,237.00</u>

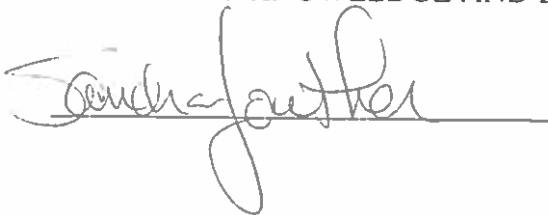
**4.) Applications:**

Currently on the Waiting List      852

**5.) Management:**

**Comments on any problems experienced during the month:**

I CERTIFY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF





**FAMILY SELF- SUFFICIENCY PROGRAM REPORT**  
**Monthly Report –May 2020**

**HCV PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 30	Enrolled in ESL: 0	Positive Escrow Balances: 24
Employed:16	Enrolled in Continuing Ed:0	Earning Monthly Escrow: 15
Unemployed/Furlough : 12	Started this month: 0	Newly Earning Escrow: 1
Medical Leave/Disability: 2		Interim Escrow Withdrawals: 1
Maternity Leave: N/A		

**FRANKLIN HEIGHTS PARTICIPANTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 40	Enrolled in ESL: 0	Positive Escrow Balances: 20
Employed: 23	Enrolled in Continuing Ed.:0	Earning Monthly Escrow: 17
Unemployed/Furlough: 14	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/ Disability: 1		Interim Escrow Withdrawals: 1
Maternity Leave: 1		

**HARRISON HEIGHTS**

<b>Employment</b>	<b>Education/Training</b>	<b>Escrow</b>
In Program: 17	Enrolled in ESL: 1	Positive Escrow Balances: 10
Employed: 10	GED:0	Earning Monthly Escrow: 5
Unemployed/Furlough:8	Started this month: 0	Newly Earning Escrow: 0
Medical Leave/Disability: 0		Escrow Increases: 0
Maternity Leave: 1		Interim Escrow Withdrawals: 0
New job this month: 0		

**Accomplishments**

FSS Coordinator distributed donated masks to Franklin Heights.

Date: 6/1/2020

FSS Coordinator: Zoe Parakuo

FSS Coordinator: Everett Brubaker



**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as May 31, 2020**

**LOCAL COMMUNITY DEVELOPMENT**

Cash:	First Bank & Trust-Operating Funds		\$294,600.18
		Total	<b>\$294,600.18</b>
	<b>AR Due from:</b>		
	JR Polly Lineweaver Apartments	\$63,565.81	
	Housing Choice Voucher Program	\$44,116.07	
	Commerce Village, LLC	\$14,290.87	
	Franklin Heights, LLC-Operating Expenses	\$73,936.50	
	Franklin Heights, LLC-Debt Servicing	\$17,000.00	
		<b>\$212,909.25</b>	

**HOUSING CHOICE VOUCHER PROGRAM**

Cash:	SunTrust-Checking Account		\$491,126.09
	United Bank-FSS Escrow for participants		\$125,648.39
		Total	<b>\$616,774.48</b>

**J.R. POLLY LINEWEAVER APARTMENTS**

Cash:	United Bank-Checking Account		\$2,412.22
		Total	<b>\$2,412.22</b>

**ALL PROGRAMS-FH, LW, JRL**

Cash:	United Bank-Security Deposit Account		<b>\$182,856.69</b>
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**COMPONENT UNITS**

**Franklin Heights, LLC**

Cash:	United Bank-Checking Account		<b>\$13,875.96</b>
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**Commerce Village, LLC**

Cash:	First Bank & Trust		<b>\$129,929.13</b>
	BB&T-Operating Reseve Account		<b>\$130,719.41</b>

		<b><u>Grand Total</u></b>	<b><u>\$1,371,168.07</u></b>
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**Harrisonburg Redevelopment & Housing Authority Report  
YTD Financial Report as of May 31, 2020**

		Cash Balance as of 1/31	Cash Balance as of 2/29	Cash Balance as of 3/31	Cash Balance as of 4/30	Cash Balance as of 5/31
<b>LOCAL COMMUNITY DEVELOPMENT</b>						
Cash:	First Bank & Trust	\$75,038.07	\$72,867.55	\$234,485.29	\$211,565.44	\$294,600.18
<b>HOUSING CHOICE VOUCHER PROGRAM</b>						
Cash:	SunTrust-Checking	\$360,537.76	\$395,021.95	\$419,993.37	\$437,341.36	\$491,126.09
	United Bank-FSS Escrow	\$98,957.95	\$105,570.17	\$113,374.17	\$120,749.86	\$125,648.39
<b>J.R. POLLY LINEWEAVER APARTMENTS</b>						
Cash:	United Bank-Checking	\$2,724.04	\$17,911.14	\$9,141.90	\$1,641.98	\$2,412.22
<b>ALL PROGRAMS-FH, LW, JRL, CVO</b>						
Cash:	United Bank-Security Dep.	\$176,627.38	\$178,791.78	\$180,781.26	\$183,135.96	\$182,856.69
<b>COMPONENT UNITS</b>						
<b>Franklin Heights, LLC</b>						
Cash:	United Bank-Checking	\$9,363.99	\$14,531.98	\$11,812.57	\$12,668.23	\$13,875.96
<b>Commerce Village LLC</b>						
Cash:	First Bank & Trust	\$125,061.32	\$129,765.23	\$124,844.19	\$126,637.69	\$129,929.13
	BB&T (Operating Reserve)	\$130,661.16	\$130,702.58	\$130,716.26	\$130,716.26	\$130,719.41
	<b>Total</b>	<b>\$978,971.67</b>	<b>\$1,045,162.38</b>	<b>\$1,225,149.01</b>	<b>\$1,224,456.78</b>	<b>\$1,371,168.07</b>

**Harrisonburg Redevelopment & Housing Authority Report  
Financial Report as May 31, 2020**

**Franklin Heights, LLC**

Income	\$	700,259.28
Expenses	\$	(382,720.85)
Less: Principal Payments	\$	(53,974.06)
Total	\$	263,564.37

**J.R. POLLY LINEWEAVER APARTMENTS**

Income	\$	216,167.50
Expenses	\$	(158,532.88)
Total	\$	57,634.62
Add: Service Coordinator Grant Funds	\$	-
Less: Service Coordinator Grant Expenses	\$	(19,989.13)
	\$	(19,989.13)
Profit (Loss)/Gain	\$	37,645.49
Less: Principal Payments	\$	(59,539.92)
Total	\$	(21,894.43)