



Board of Commissioners Meeting Packet

August 26, 2009

6:00 p.m. (Dinner)

6:30 p.m. (Business Session)

**100 South Arch Street
Little Rock, AR 72201**

Agenda

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL OF THE AGENDA**
- IV. **RECOGNITIONS / PRESENTATIONS:** *LRHA Espirit De Corps Recognitions*
- V. **ACTION ITEMS:**
 - APPROVAL OF THE MINUTES:** May Regular Meeting
 - RESOLUTIONS:**
 - Authorizing the Charge Off of Delinquent Former Tenant Accounts
- VI. **SPECIAL REPORTS:**
 - LRHA Board of Commissioners
 - Report of Legal Counsel
 - Report of the Resident Ex-Officio Commissioner
 - Central Arkansas Housing Corporation (CAHC)
- VII. **OLD BUSINESS:**
 - Salary Comparability Study and Recommendations
 - *Review and Consideration of Proposed Budget Revisions*
 - American Recovery & Reinvestment Act
 - *HUD Formula Grant and HUD Competitive Grants*
 - Hollinsworth Grove Disposition Update
- VIII. **NEW BUSINESS:**
 - LRHA Board Terms of Office
 - HUD Review and Corrective Action Plan
 - 2008 Independent Financial Audit Report (*to be handed out at the meeting*)
 - Public Housing Agency Plan (*5 year and annual*)
- IX. **DIRECTORS REPORT(S):**
 - Executive Director Report (*to be sent in a supplemental packet*)
 - Human Resource Report
 - Financial Report
 - HCV Program Report
 - Public Housing Report
 - Real Estate Dev. Report (*to be sent in a supplemental packet*)
 - CFP & Contracts Report
- X. **PUBLIC PARTICIPATION:**
 - Remarks from Housing Participants
 - Remarks from General Public
- XI. **ADJOURNMENT**

BOARD MEETING MINUTES

Little Rock Housing Authority Board of Commissioners

Meeting Date: May 27, 2009 (Regular Meeting)

Meeting held at 6:30 p.m. at the Administration Offices, 100 South Arch Street, Little Rock, AR 72201

Commissioners Present:

Commissioner Walker, Chair
Commissioner Webb
Commissioner Stephens

Commissioner Absent:

Commissioner Polite, Vice-Chair
Commissioner Gray

Resident Advisory Board:

Ruthie Belcher
Pearlie Gant
Linda Sims
Jimmy Wilkins
Katherine Strong

Ex-Officio Liaison:

Aaliyah Khabeer, *RAB*

Legal Counsel:

Bettina Brownstein, *WLJ, LLP*

Other:

Staff:

Shelly Ehenger, *Executive Director*
Ron Hooks, *Director of Finance*
Pam Williams, *HCV Program Director*
Gerald Turner, *Director of Real Estate Development*
Nancy Hall, *Operations Coordinator*
Jake Yancey, *CFP Coordinator*

Media:

None

General Public:

Grace Blagdon
Cheryl Draper Warden
Carla Backus
Frezel Farris
Alice Bander

Item 1: Call to Order

The Chairperson called the meeting to order at 6:30 p.m.

Item 2: Roll Call

Nancy Hall provided roll call. A quorum was declared present.

Item 3: Approval of the Agenda

Commissioner Stephens moved that the Agenda be approved. **Commissioner Webb** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None**. The Chairperson thereupon declared motion carried and the Agenda adopted.

Item 4: Recognition/Presentation

Aaliyah Khabeer was introduced as the new Resident Advisory Board (RAB) liaison to the Board. Ms. Khabeer expressed her appreciation for the opportunity to participate.

Item 5: Action Items

APPROVAL OF THE MINUTES - Commissioner Stephens moved that the Minutes from the April 23, 2009 meeting be approved as submitted. **Commissioner Webb** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None**. The Chairperson thereupon declared the motion carried and the Minutes adopted.

RESOLUTION(S): The Board recognized the following resolutions and acted upon them accordingly.

1. Resolution recognizing the service of former employee Sharon D. Gilliame, Assistant Property Manager at Parris Towers.

Commissioner Stephens moved to approve the resolution as submitted. **Commissioner Webb** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None**. The Chairperson thereupon declared motion carried and the Resolution (#6441) adopted.

2. Resolution authorizing the release of covenants in special warranty deed

Commissioner Webb moved to authorize the release. **Commissioner Stephens** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None**. The Chairperson thereupon declared motion carried and the Resolution (#6442) adopted.

3. Resolution authorizing the charge offs of delinquent former tenant accounts

Commissioner Webb moved to authorize the charge offs as presented by staff. **Commissioner Stephens** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None**. The Chairperson thereupon declared motion carried and the Resolution (#6443) adopted.

REVISED PERSONNEL POLICY – Nancy Hall provided updates to the following policies and the Board acted upon them accordingly.

1. Resolution to update the Family Medical Leave Act in accordance with recent changes in federal law.

Commissioner Webb moved to revise the personnel policy to comply with recent federal changes related to the Family Medical Leave Act. **Commissioner Stephens** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None.** The Chairperson thereupon declared motion carried and the Resolution (#6444) adopted.

2. Resolution to approve Catastrophic Leave Policy effective July 1, 2009.

Commissioner Webb moved to approve the Catastrophic Leave policy with the eligibility period being 30 calendar days. **Commissioner Stephens** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens/ “Nays”- None.** The Chairperson thereupon declared motion carried and the Resolution (#6445) adopted.

After a presentation by Nancy Hall, Operations Coordinator, on the Salary Comparability Study and the recommendations the Board asked questions and discussed in detail the information provided. Concerns regarding the affordability and the scope of the assessment were raised. The Board requested a copy of the entire report. It was determined that the Board needed additional information. The matter was tabled.

AMERICAN RECOVERY & REINVESTMENT ACT (ARRA) –

Gerald Turner provided updates regarding ARRA formula grant related to the development of ACC units. The staff presented maps and information on the work conducted in the Stephens and Central High neighborhoods. The staff has identified lots to acquire to develop the rental property. 18 ACC units (6 in the Central High and 12 in the Stephens area) were discussed. Staff was invited to the Landbank meeting to make a presentation by Mrs. Blagdon, Chair of the Landbank. The next 90 days LRHA will engage the community regarding the strategies being presented.

The Board was briefed on the various competitive opportunities through the ARRA grant. The proposals discussed include senior green housing, ADA rehabilitation of the existing units at Cumberland Towers and a \$10 million grant to rehabilitate Sunset Terrace. The Executive Director brought up to the Board what had been read in the paper regarding the Fair Grounds expansion and the possible impact on Sunset Terrace. Commissioner Webb challenged the staff to look long term at Sunset Terrace.

After discussion the Board acted upon them accordingly.

1. Resolution (6446) to authorize submission of grants for Categories 1, 2, and 4.
2. Resolution (6447) authorizing LRHA to apply for and commit matching leverage resources contingent upon receipt of the grant award.

Commissioner Stephens moved to authorize both resolutions. **Commissioner Webb** seconded the motion. The following votes were recorded: “**Ayes**” – **Commissioner Walker, Webb and Stephens**/ “**Nays**”- **None**. The Chairperson thereupon declared motion carried and the Resolutions adopted.

Item 6: Special Reports

REPORT OF LEGAL COUNSEL: The following updates were provided:

- NBI has presented settlement to their Board for approval. Waiting on HUD’s approval. Matter appears to be closer to being complexly resolved.

Item 7: Old Business

HOLLINSWORTH GROVE DISPOSITION UPDATE - HUD will not approve disposition as submitted. HUD is requesting value of units in a formal commitment from the City. Staff has been working with City officials to address the matter.

Item 8: Director’s Reports

- Shelly Ehenger provided an update on agency operations
- Ron Hooks provided an update on the agency financials
- Pam Williams provided an update on the housing choice voucher program.
- Gerald Turner provided an update on real estate transactions
- Nancy Hall provide an update on human resources activities
- Jake Yancey provided an update on capital funds and contracts

Item 9: Public Participation

Members of the Love and Stephens Neighborhood thanked the Board for the proposed investment in their community. They expressed the desire to work with LRHA as the plans are developed.

ADJOURNMENT: There being no further reports to come before the Board the meeting ended at 8:39 p.m.

H. Bradley Walker, Chairman

Shelly Ehenger, Executive Director

Commissioner _____ introduced the following Resolution and moved for its adoption:

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE CHARGE-OFF OF
DELINQUENT ACCOUNTS OF FORMER TENANTS TO
COLLECTION LOSSES FOR THE PERIOD ENDING JULY, 2008**

WHEREAS, the LRHA rent certain of its properties pursuant to the execution of its low-rent policies and procedures and;

WHEREAS, certain tenants have vacated their rented properties owing money to the LRHA with out making arrangements for the settlement of their accounts and;

WHEREAS, efforts have been made to collect such delinquent accounts, without success and;

WHEREAS, it is deemed desirable to remove theses accounts from the ledger of the LRHA pending eventual collection, if any

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF LITTLE ROCK, ARKANSAS, that;

These delinquent accounts of former tenants, which consist of collection losses as shown on the attached summary sheets for the period of April – June 2009. This Resolution is effective immediately.

Commissioner _____ seconded the motion and upon roll call following vote was recorded:

“Ayes” – Commissioners

“Nays” – Commissioners

The Chairperson thereupon declared the motion carried and the Resolution adopted.

HOUSING AUTHORITY OF THE CITY OF LITTLE ROCK
 DELINQUENT ACCOUNTS OF VACATED TENANTS
 FOR THE PERIOD ENDING MARCH 31, 2009

PROJECT NAME		RENT AMOUNT	UTILITY AMOUNT	MAINT. AMOUNT	LEGAL AMOUNT	OTHER AMOUNT	TOTAL BALANCE
SUNSET TERRACE-001		2,142.00	352.41	2,128.47	0.00	129.73	6,065.53
PARRIS TOWERS-009		6,034.22		1,452.19	4,155.94	555.00	12197.35
CUMBERLAND TOWERS-010		4,655.50		1,775.64	1,024.00	235.00	7,690.14
POWELL TOWERS-011		244.74		1,255.73	0.00	20.00	1,520.47
TOTALS		13,076.46	352.41	6,612.03	5,179.94	939.73	27,473.49

- Upgrading clothes washers to high efficiency models
- Replacing all original fan coils in units
- Renovating a sample of apartments with green materials
- Painting interior surfaces with low VOC paint
- Replacing hallway carpet flooring with polished concrete flooring

– Submitted July 20, 2009 –

\$2,203,411 Total Grant Amount

\$1,664,976 HUD Grant Request Amount

\$ 538,435 LRHA Match

(4) Neighborhood Stabilization Program (NSP) 2: Submitted July 15, 2009

\$34,044,590 Total Grant Amount

\$22,457,261 HUD Grant Request Amount

\$ 3,207,508 City of Little Rock Match

\$ 8,379,821 Other Match, including LRHA match of \$1.1

NSP 2 Overview:

Partnership with City of Little Rock, Habitat for Humanities, Black Community Developers and LRHA. City of Little Rock is the lead agency.

Target areas: Central High Neighborhood; Stephens / Love Neighborhood; and Near Children’s Hospital and Arkansas Baptist College (*Target Areas were selected based upon the HUD “need” designation maps.*)

Total units to be produced **270** of which **110 LRHA** owned and managed units.

Other Possible Stimulus Funding:

- Working in collaboration with the City of Little Rock and Aristotle to develop an application for broadband service targeted at underserved populations. Four applications are being submitted.
- **REO Property:** HUD has offered two possible properties owned by the government to LRHA. The homes have been serving as the residence for families affected by Hurricane Katrina. The properties are located in Maumelle and Jacksonville. They have been appraised by HUD. They are offering them to LRHA at 50% of the appraised value. We will also negotiate any other cost, i.e. damages. This is an eligible expenditure for the formula stimulus funds.

Hollinsworth Grove:

We have advertised the demolition of Hollinsworth Grove. Opening of the IFB is scheduled for August 25, 2009. HUD provided us approval to do so in December 2007. This will be charged to our 2007 Capital Fund Grant that must be obligated by September, 2009.

Human Resources Report

April 2009

Submitted by Shelly Ehenger

Total Employees: 51

Open Positions: 5

Employee Turnover (January - July 2009)

25% turnover

Death (1)

Voluntary Resignations (12)

Terminations (1)

Employee Training 2009

Total Spent \$27,677.85

Trainings include:

- Supervisory, Asset management, Green Technology, Dealing with Difficult People, VASH Conference, Human Resource Conference, NAHRO, Capital Funds, and Inspections

No employees have taken advantage of the Education Policy!!

Other:

- Employee Picnic - April 28th - 29th
- Swine Flu precautions and plan being developed and implemented

July 2009
Section 8 Housing Choice Voucher Program

PIC Reporting Rate:		100.16%
The Disaster Housing Assistance Program (DHAP)		
Conversion to HCV:		35 Vouchers
FEMA HAP Final Payments:	41	
Current Lease Up Rate:		93%
No. Families Shopping:	234	New Vouchers: 146

Housing Choice Voucher Program Update
January – June 2009

- ◆ PIC reporting rate has been maintained at 100% submission from January thru July.
- ◆ DHAP ended February 28, 2009 with new HUD implement Priority HC Vouchers:
 - Priority 1; Head of Household - Disability (18)
 - Priority 2; Any Disable Family Member (2)
 - Priority 3; Any Eligible Families (15)

Closeout DHAP Participants ends August 31, 2009. There are 41 families in this category. The deadline for transition the DHAP to HCV is September 1, 2009.

Housing Choice Voucher Program Planning
July – December 2009

New Marketing Strategies Lease Up

- Recruiting
 - New Landlord
 - Curbside/For Rent Signs
 - Apartment Communities
 - Churches Rental Properties
 - LR/Pulaski Housing Authority Rental Partnership

Annual Landlord Meeting: October 2009 (date to be announced)

Opening Aristotle Wait List: November 2009

Implementation 100% Quality Control of HCV tenant files: November 2009

Staffs Development

HCV Rent Calculation:	Online Seminar	6 Housing Specialist
HCV Housing Quality Standards	October 6-8	2 Housing Inspector
		1 Housing Specialist

Emphasys (Elite)

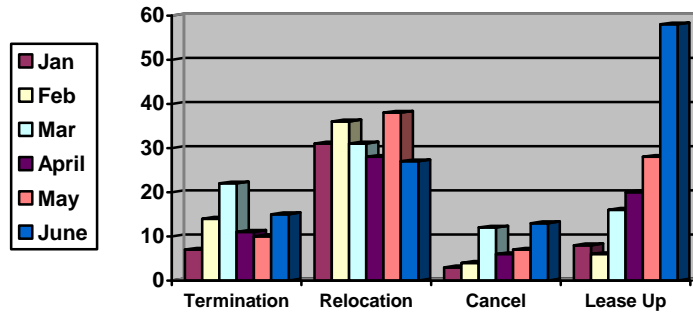
September 14-16

4 Team Members

Casterline Associates P. C.

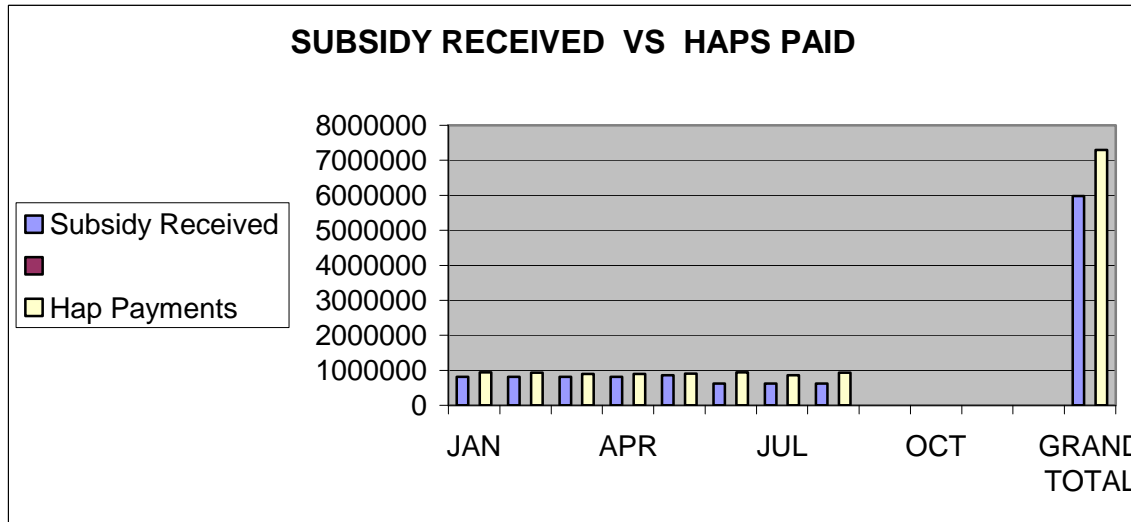
October 12-16

3 Team Members



Subsidy Received VS Hap Payments

	Subsidy Received	Hap Payments
JAN	814,543.00	941,422.80
FEB	814,543.00	933,266.53
MAR	814,543.00	898,039.80
APR	814,543.00	896,208.00
MAY	855,270.00	903,717.55
JUN	622,173.00	939,512.00
JUL	622,173.00	856,358.00
GRAND TOTAL	5,979,961.00	7,299,248.68



Management Report

Property Management Report

Data as of July 31, 2009

Data	Cumberland Towers	Parris Towers	Powell Towers	Sunset Terrace
Occupancy %	99	97	99	92
Occupied Units	176	236	163	65
Vacant Units	2	5 Mod+8= 13	3 Mod +2= 5	1Mod+6= 7
Rent Charged	\$37,829	\$49,565	\$33,818	\$8,079
Rent Collected	\$27,415	\$50,393	\$26,298	\$6,344
14 Day Notices	16	40	12	10
Move Ins	1	5	2	3
Move Outs	0	4	7	6
Waitlist	19	5	19	175
Evictions	2	4	3	3

I have evaluated the management operations at each site, interviewed all departments and an internal review was conducted with the independent auditor and HUD. The following plan outlines actions for the next six-months to address identified discrepancies and noncompliance items. This list is not all inclusive, but represents areas of focus for the coming months to begin to achieve the goal of asset based management.

Management Operations: Personnel will be trained in the topics listed below by attending weekly training sessions. When practical and feasible some training will be outsourced.

- Standardized Tenant File for all sites—all documents/forms will be placed on shared drive in a dedicated folder to simplify this process
- Tenant File Quality Control Checklist for each tab
- Uniform Make-Ready boards at all sites to decrease unit turn-around days
- LRHA Policies/Procedures Review—expectations established and feedback loop in-place
- Regulations/Forms in congruence with HUD
- Fair-Housing
- Marketing & Leasing
- ACOP
- Effective Planning/Time Management
- Preventative Reports

Capital Funds Program/Contract Report

Current Solicitations

Powell Towers Re-roof- Bids due Aug 24, 2009

Hollingsworth Demolition- Bids due Aug 21, 2009

Replace Fan Coil Units at Parris Towers- Bids due Sept 11, 2009

Replace Flooring at High-Rises- Bids due Sept 11, 2009

Status of Recent Awards

- **Consulting Engineering Services for Energy Performance Contracting RFP-** The EPC project is going great. We recently submitted our Preliminary Plan to HUD and received their approval. We are currently awaiting further information from HUD regarding the Capital Fund Recovery Competition and how it may affect our project.
- **Domestic Hot Water and Boiler Replacement at Parris Towers-** Project Complete
- **IFB Electrical Bus Replacement at Parris Towers-** Project Complete
- **Installation of A/C units at Sunset-** We have installed 16 units thus far. The crew is able to install 3 Units a day. The tenants are very excited!

**Little Rock Housing Authority
Capital Funds Expenditures
As of August 17, 2009**

Grant	Award Date	Effective Date	Budget	Obligated	Expended	Available	% Obligated % Expended	
CFP 501-05	7/22/2005	8/18/2005	1,418,932	1,418,932	1,418,932	-	100%	100%
CFP 501-06	6/18/2006	7/18/2006	1,446,139	1,446,139	1,271,637	0	100%	88%
CFP 501-07	9/19/2007	9/19/2007	1,509,929	1,033,978	753,450	475,951	68%	50%
CFP 501-08	6/13/2008	6/13/2008	1,267,060	0	0	1,267,060	0%	0%
Grant Totals	-	-	5,642,060	3,899,049	3,444,019	1,743,011	69%	61%

Grant	Award Date	Effective Date	Budget	Obligated	Expended	Available	% Obligated % Expended	
RHF 502-03	12/23/2003	12/23/2003	925,602	925,602	925,602	-	100%	100%
RHF 502-04	8/19/2004	8/19/2004	1,083,122	1,083,122	1,016,420	1,016,420	100%	94%
RHF 502-05	7/22/2005	7/22/2005	902,002	902,002	661,919	240,083	100%	73%
RHF 502-06	6/8/2006	6/8/2006	817,746	817,746	-	817,746	100%	0%
RHF 502-07	9/19/2007	9/19/2007	428,077	428,077	-	428,077	100%	0%
Grant Totals	-	-	4,156,549	4,156,549	2,603,941	2,502,326	100%	63%

*Notes: RHF Grants are restricted based upon RHF Plan. RHF 502's are obligated to Cumberland Manor and Metropolitan Village

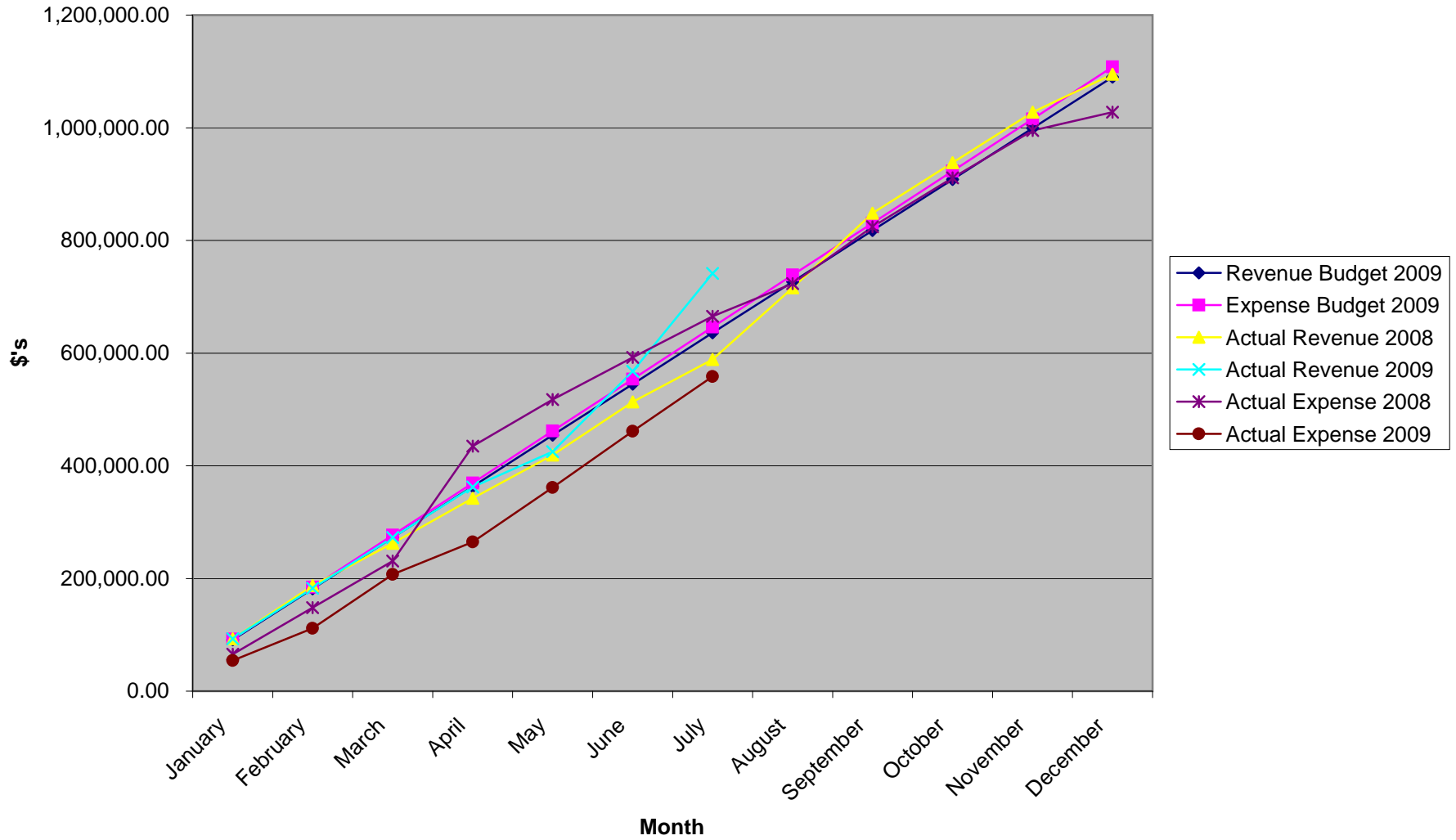
Grant	Award Date	Effective Date	Budget	Obligated	Expended	Available	% Obligated	% Expended
RHF 501-07	9/19/2007	9/19/2007	399,374	399,374	-	399,374	100%	100%
RHF 501-08	6/13/2008	6/13/2008	268,054	268,054	-	268,054	0%	0%
RHF 501-09	TBD	TBD	268,054	-	-	268,054	0%	0%
RHF 501-10	TBD	TBD	268,054	-	-	268,054	0%	0%
RHF 501-11	TBD	TBD	268,054	-	-	268,054	0%	0%
Grant Totals	-	-	1,471,590	667,428	-	1,471,590	45%	0%

Grant	Award Date	Effective Date	Budget	Obligated	Expended	Available	% Obligated	% Expended
RHF 502-08	6/13/2008	6/13/2008	543,128	543,128	-	-	100%	0%
RHF 502-09	TBD	TBD	543,128	543,128	-	-	100%	0%
RHF 502-10	TBD	TBD	543,128	543,128	-	-	100%	0%
RHF 502-11	TBD	TBD	543,128	543,128	-	-	100%	0%
RHF 502-12	TBD	TBD	543,128	543,128	-	-	100%	0%
Grant Totals	-	-	2,715,640	2,715,640	-	-	100%	0%

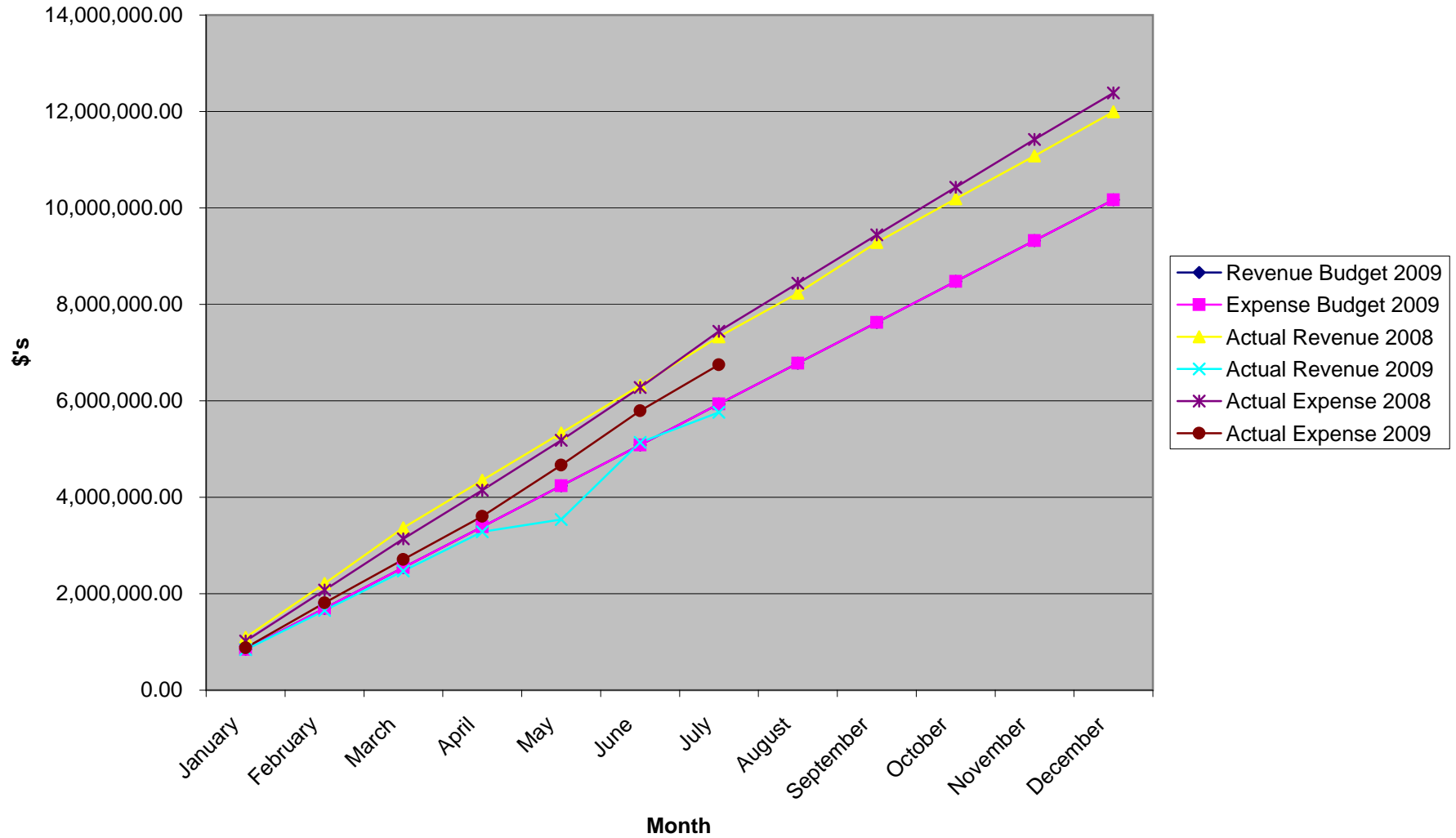
RHF Grants are restricted to approved RHF Plans

Grant	Award Date	Effective Date	Budget	Obligated	Expended	Available	% Obligated	% Expended
CFRG (ARRA)	3/17/2009	3/17/2009	2,630,644	381,253	105,353	2,525,291	14%	4%

Little Rock Housing Authority Housing Choice Voucher Program - Administration



Little Rock Housing Authority Housing Choice Voucher Program - Housing Assistance Payments



**Housing Authority of the City of Little Rock
Housing Choice Voucher Program
January 1, 2009 - July 31, 2009**

Operating Budget - 2009

PHA Name	Housing Authority of the City of Little Rock	Project Name	Section 8 Voucher Program
Address	100 S. Arch Street	Address	100 S. Arch Street
City, State	Little Rock, AR 72201	City, State	Little Rock, AR 72201
AMP Project Number	S8VO	Fiscal Year Ending	12/31/2009
ACC Units	2025	Estimated Lease Rate	92%
Unit Months Available (UMAs)	24,300	Average Bedroom Size	
		Anticipated Number of Turnovers	
Type of Budget (Original, Revision #)	Orginial	HA Code	AR004

FDS Line #	Account Title	2009 Budget	Section 8 Voucher	Cumulative Year to Date July
Operating Income:				
300706	Gross Potential Hap Fee	10,170,000	622,173	5,478,155
300706	Gross Potential Adm Fee	985,000	94,104	640,601
300715	Rent Income	60,000	5,000	35,000
0	Interest-Operating Reserves	-		
300711	Interest Income	45,000	1	16,866
	Total Operating Income	11,260,000	721,278	6,170,622

Operating Expenditures:				
<u>Administrative</u>				
400911	Administrative Salaries/Bonus	459,303	50,813	229,025
400915	Employee Benefits - Administrative	145,338	6,846	61,411
400913	Temporary Worker	12,000		7,004
400918	Staff Training/Travel	25,000		5,982
400912	Auditing Fees	22,000	1,795	4,496
400914	Advertising & Marketing	7,500		1,504
400916	Office Expenses	60,000	8,541	60,588
400916-005000	Telephone Service	10,000	1,031	2,332
401002-401001	Asset Management Fee	243,000	18,880	113,119
	Total Administrative	984,141	87,907	485,461

<u>Utilities</u>				
400931	<u>Water</u>	4,000	18	99
400932	<u>Electricity</u>	17,000	1,913	8,107
400933	<u>Gas</u>	5,000	335	2,592
400936	<u>Sewer</u>	4,500	41	239

	Total Utilities	30,500	2,307	11,037
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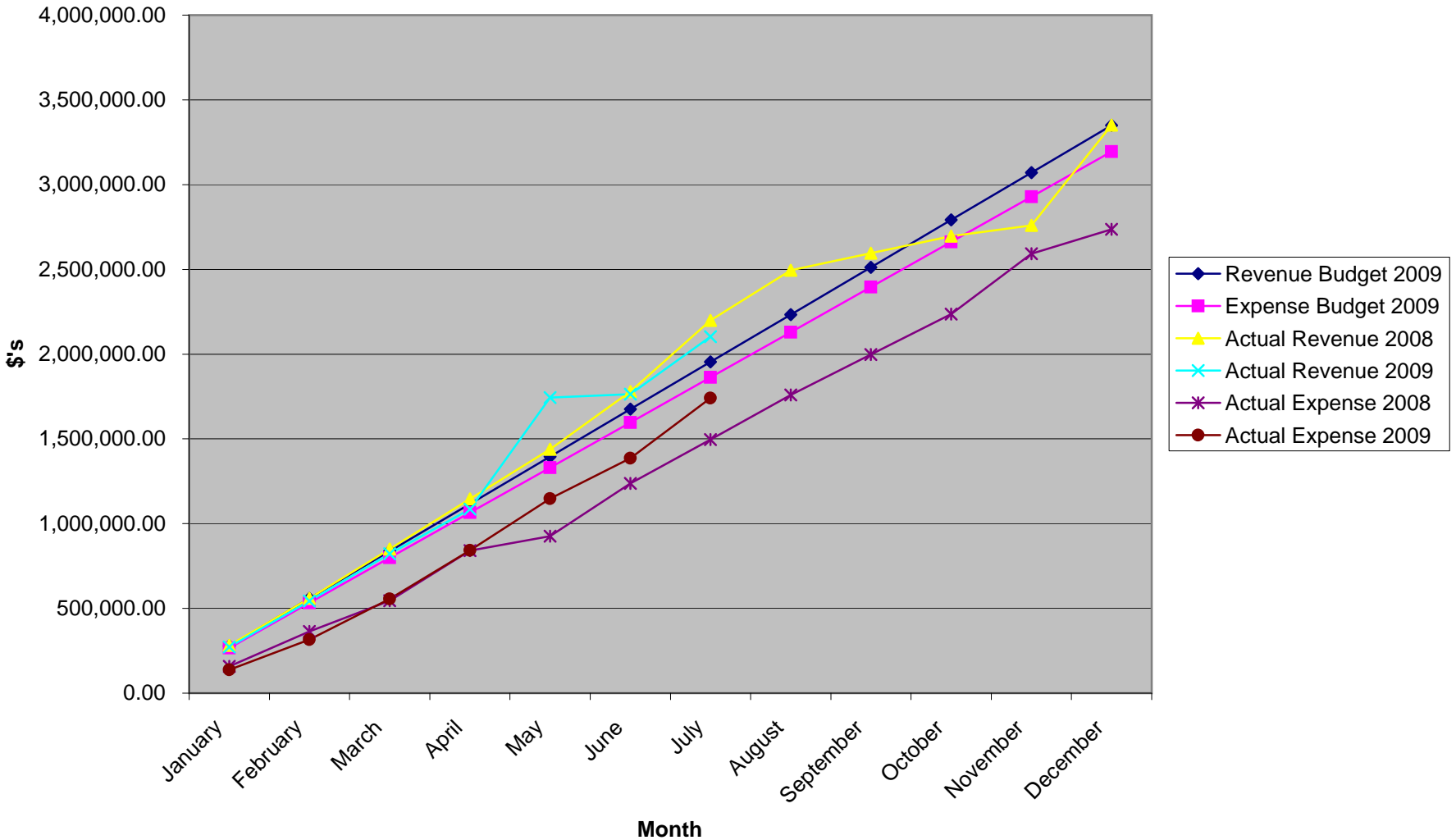
Maintenance				
400942-002000	Gasoline & Diesel	30,000	382	1,359
400942-003000	Janitorial Cleaning Supplies	700	505	1,702
400942-004000	Sundry	1,200		1,089
	Maint. Contract:			
400943-000030	Alarm Service	1,000		48
400943-000035	Answering Service	1,800		-
400943-000100	Custodial Service	10,000	500	3,100
400943-000040	Elevator Maintenance	10,000	404	6,855
400943-000075	Maintenance Contract-Computers	6,000		564
400943-000090	Pest Control	2,500		1,045
400943-000105	Vehicle Repairs and Service	6,500	48	1,220
	Total Maintenance	69,700	1,838	16,982

Insurance				
400961-420100	Property Insurance	6,500	276	1,933
400961-420200	Liability Insurance	2,000		-
400961-420300	Workers's Comp.	5,000	409	2,860
	Total Insurance Expense	13,500	685	4,794

General Expenses				
400962	Other General Expense	5,000	(114)	(399)
459500	Outgoing Adm Fee-Portable	5,000		78
	Total General Expenses	10,000	(114)	(322)

471501	UAP-Tenant Payments	406,370	70,693	497,716
471510	HAP-Occupied Units	9,357,261	823,092	5,704,268
	HAP-Damages & Unpaid Rents	-		(426)
471540	Incoming Portable Haps	304,777	36,939	241,333
471580	FSS Escrow Expense	101,592	-	-
	Total HAP Expenditures	10,170,000	930,724	6,442,891
				-
	Total Operating Expenditures	11,277,841	1,023,347	6,960,842
	Cash Flow from Operations	(17,841)	(302,069)	(790,220)

Little Rock Housing Authority Low Income Public Housing



**Year-to-Date Expenditure Report
Parris Towers
As of July 31, 2009**

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Operating Income:				
311000	Gross Rent	630,000	360,464.62	269,535
300706-300100	Gross Subsidy	500,659	336,309.20	164,350
300715-300200	Non-Dwelling Rent	9,600	9,712	(112)
300715-300300	Other Income	2,000	13,608	(11,608)
	Total Operating Income	1,142,259	720,093	422,166

Operating Expenditures:				
Administrative				
400911	Administrative Salaries	53,988	34,787	19,201
400915	Employee Benefits - Administrative	17,611	10,106	7,506
400912	Auditing Fees	7,500	3,043	4,457
401002-401002	Bookkeeping Fees	22,590	12,630	9,960
401002-401003	Inspection Fees	12,048	6,736	5,312
400914	Advertising and Marketing	1,000	-	1,000
400916	Office Expenses	4,620	5,595	(975)
400917	Legal Expense	10,000	5,405	4,595
400918	Travel	5,000	3,131	1,869
400919	Other Administrative Costs	18,056	13,456	4,600
	Total Administrative	152,414	94,889	57,525

401002-401001	Asset Management Fees	127,227	71,132	56,095
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Tenant Services				
	Tenant Services - Salaries	-	-	-
	Employee Benefits - Tenant Services	-	-	-
	Relocation Costs		-	-
400924	Tenant Services-Other	6,000	2,623	3,377
	Total Tenant Services	6,000	2,623	3,377

Utilities				
400931	Water	25,000	11,970	13,030
400932	Electricity	180,000	119,255	60,745
400933	Gas	85,000	64,487	20,513
400936	Sewer	23,000	23,016	(16)
400937	Other	30,000	-	30,000
	Total Utilities	343,000	218,728	124,272

Maintenance				
400941	Labor	102,389	57,101	45,287
400945	Employee Benefits - Maintenance	34,296	18,174	16,121
400946	Part Time Employees	7,000	1,079	5,921
400942	Maintenance Materials	20,000	16,877	3,123
	Maint. Contract:			
400943-000010	Garbage and Trash Removal Contracts	8,000	6,364	1,636
400943-000020	Heating & Cooling Contracts	35,000	17,052	17,948
400943-000040	Elevator Maintenance	8,100	4,820	3,280
400943-000050	Landscape & Grounds Contracts	10,000	4,338	5,662
400943-000070	Electrical Contracts	4,000	3,142	858
400943-000090	Extermination Contracts	6,300	2,290	4,010
400943-000110	Other Misc. Contract Costs	20,000	9,426	10,574
	Total Maintenance	255,084	140,665	114,420

**Year-to-Date Expenditure Report
Parris Towers
As of July 31, 2009**

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Protective Services				
	Protective Services - Labor	-	-	-
	Employee Benefits - Protective Services	-	-	-
400953	Protective Services Contract Costs	90,000	48,171	41,829
	Protective Service Other			-
	Total Protective Services	90,000	48,171	41,829
Insurance				
400961-420100	Property	28,000	14,712	13,288
400961-420200	General Liability	7,000	4,793	2,207
400961-420300	Worker's Comp.	2,000	1,124	876
400961-420400	Other Insurance	800	-	800
	Total Insurance Expense	37,800	20,629	17,171
General Expenses				
400962	Other General Expense		-	-
400963	Payments In Lieu of Taxes	31,076	-	31,076
400964	Bad Debt-Tenants	20,000	8,637	11,363
	Total General Expenses	51,076	8,637	42,439
	Total Operating Expenditures	1,062,601	605,474	457,126
	Cash Flow from Operations	79,658	114,619	

**Year-to-Date Expenditure Report
Powell Towers
As of July 31, 2009**

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Operating Income:				
300703	Gross Rent	400,000	232,290	167,710
300706	Gross Subsidy	512,225	266,709	245,516
300715	Non-Dwelling Rent	42,468	30,913	11,555
300715	Other Income	7,000	12,501	(5,501)
	Total Operating Income	961,693	542,413	419,280

Operating Expenditures:				
Administrative				
400911	Administrative Salaries	53,967	29,588	24,379
400915	Employee Benefits - Administrative	17,608	5,106	12,501
400912	Auditing Fees	7,500	3,043	4,457
401002	Bookkeeping Fees	15,120	8,565	6,555
401002	Inspection Fees	8,064	4,568	3,496
400914	Advertising and Marketing	2,000	-	2,000
400916	Office Expenses	6,000	3,987	2,013
400917	Legal Expense	10,000	3,351	6,649
400918	Travel	5,000	747	4,253
400919	Other Administrative Costs	27,000	9,733	17,267
	Total Administrative	152,258	68,688	83,570

401002	Asset Management Fees	85,156	48,238	36,918
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Tenant Services				
	Tenant Services - Salaries	-	-	-
	Employee Benefits - Tenant Services	-	-	-
	Relocation Costs		-	-
400924	Tenant Services-Other	10,000	2,484	7,516
	Total Tenant Services	10,000	2,484	7,516

Utilities				
400931	Water	22,000	9,613	12,387
400932	Electricity	135,000	64,224	70,776
400933	Gas	65,000	45,418	19,582
400936	Sewer	25,000	20,277	4,723
400937	Other			-
	Total Utilities	247,000	139,533	107,468

Maintenance				
400941	Labor	102,862	58,206	44,656
400945	Employee Benefits - Maintenance	34,372	18,548	15,824
900946	Part Time Employees	7,000	1,019	5,981
400942	Maintenance Materials	20,000	6,944	13,056
	Maint. Contract:			
400943-000010	Garbage and Trash Removal Contracts	6,000	3,867	2,133
400943-000020	Heating & Cooling Contracts	28,325	14,772	13,553
400943-000040	Elevator Maintenance	8,000	4,108	3,892
400943-000050	Landscape & Grounds Contracts	5,000	2,433	2,567
400943-000090	Extermination Contracts	5,400	2,936	2,465
400943-000100	Janitorial Contracts	2,050	-	2,050
400943-000110	Other Misc. Contract Costs	17,000	10,626	6,375
	Total Maintenance	236,009	123,458	112,551

Year-to-Date Expenditure Report
Powell Towers
As of July 31, 2009

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Protective Services				
	Protective Services - Labor	-	-	-
	Employee Benefits - Protective Services	-	-	-
400953	Protective Services Contract Costs	90,000	48,171	41,829
	Protective Service Other			-
	Total Protective Services	90,000	48,171	41,829
Insurance				
400961-420100	Property	23,500	12,364	11,136
400961-420200	General Liability	6,300	3,228	3,072
400961-420300	Worker's Comp.	3,000	919	2,081
400961-420400	Other Insurance	700	-	700
	Total Insurance Expense	33,500	16,511	16,989
General Expenses				
400962	Other General Expense			-
400963	Payments In Lieu of Taxes	35,036	-	35,036
400964	Bad Debt-Tenants	4,000	8,448	(4,448)
	Total General Expenses	39,036	8,448	30,588
	Total Operating Expenditures	892,960	455,530	437,429
	Cash Flow from Operations	68,733	86,883	

**Year-to-Date Expenditure Report
Cumberland Towers
As of July 31, 2009**

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Operating Income:				
300703	Gross Rent	467,000	269,037.97	197,962
300706	Gross Subsidy	480,000	313,828.60	166,171
300715	Other Income	2,000	4,230	(2,230)
	Total Operating Income	949,000	587,096	361,904

Operating Expenditures:				
Administrative				
400911	Administrative Salaries	49,854	26,995	22,859
400915	Employee Benefits - Administrative	16,703	6,950	9,754
400912	Auditing Fees	1,620	3,043	(1,423)
401002-401002	Bookkeeping Fees	16,200	9,233	6,968
401002-401003	Inspection Fees	8,640	4,924	3,716
400914	Advertising and Marketing	2,000	-	2,000
400916	Office Expenses	8,250	3,925	4,325
400917	Legal Expense	8,000	2,181	5,819
400918	Travel	4,000	1,914	2,086
400919	Other Administrative Costs	20,000	14,585	5,415
	Total Administrative	135,267	73,748	61,520

401002-401001	Asset Management Fees	91,238	51,997	39,241
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Tenant Services				
	Tenant Services - Salaries	-	-	-
	Employee Benefits - Tenant Services	-	-	-
	Relocation Costs		-	-
400924	Tenant Services-Other	10,000	2,266	7,734
	Total Tenant Services	10,000	2,266	7,734

Utilities				
400931	Water	11,500	8,577	2,923
400932	Electricity	80,000	49,867	30,133
400933	Gas	65,000	37,846	27,154
400936	Sewer	29,000	16,259	12,741
400937	Other			-
	Total Utilities	185,500	112,548	72,952

Maintenance				
400941	Labor	89,682	58,169	31,513
400945	Employee Benefits - Maintenance	28,757	15,131	13,626
400946	Part Time Employees	7,000	1,095	5,905
400942	Maintenance Materials	20,000	9,906	10,094
	Maint. Contract:			
400943-000010	Garbage and Trash Removal Contracts	6,000	2,438	3,562
400943-000020	Heating & Cooling Contracts	31,500	15,486	16,014
400943-000040	Elevator Maintenance	8,000	5,160	2,840
400943-000050	Landscape & Grounds Contracts	10,000	4,512	5,488
400943-000090	Extermination Contracts	6,300	2,090	4,210
400943-000110	Other Misc. Contract Costs	14,000	10,651	3,349
	Total Maintenance	221,239	124,637	96,602

Year-to-Date Expenditure Report
Cumberland Towers
As of July 31, 2009

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Protective Services				
	Protective Services - Labor	-	-	-
	Employee Benefits - Protective Services	-	-	-
400953	Protective Services Contract Costs	90,000	48,168	41,832
	Protective Service Other			-
	Total Protective Services	90,000	48,168	41,832
Insurance				
400961-420100	Property	22,000	10,575	11,425
400961-420200	General Liability	6,500	3,438	3,062
400961-420300	Worker's Comp.	3,000	919	2,081
400961-420400	Other Insurance	700		700
	Total Insurance Expense	32,200	14,932	17,268
General Expenses				
400962	Other General Expense		-	-
400963	Payments In Lieu of Taxes	3,938	-	3,938
400964	Bad Debt-Tenants	9,500	348	9,152
	Total General Expenses	13,438	348	13,090
	Total Operating Expenditures	778,883	428,644	350,239
	Cash Flow from Operations	170,117	158,452	

Year-to-Date Expenditure Report
Sunset Terrace
As of July 31, 2009

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Operating Income:				
311000	Gross Rent	100,000	58,328	41,672
300706-300100	Gross Subsidy	185,000	174,515	10,485
312000	Excess Utilities	12,000	8,857	3,143
369000	Other Income (Fees)		11,477	(11,477)
	Total Operating Income	297,000	253,178	43,822

Operating Expenditures:				
Administrative				
400911	Administrative Salaries	27,583	17,077	10,506
400915	Employee Benefits - Administrative	8,883	5,636	3,247
400912	Auditing Fees	1,970	1,591	379
401002-401002	Bookkeeping Fees	6,660	3,675	2,985
401002-401003	Inspection Fees	3,552	1,960	1,592
400914	Advertising and Marketing	1,000	-	1,000
400916	Office Expenses	3,000	5,443	(2,443)
400917	Legal Expense	5,000	1	4,999
400918	Travel	3,000	2,254	746
400919	Other Administrative Costs	20,000	8,582	11,418
	Total Administrative	80,648	46,219	34,429

401002-401001	Asset Management Fees	37,509	20,698	16,811
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Tenant Services				
	Tenant Services - Salaries	-	-	-
	Employee Benefits - Tenant Services	-	-	-
	Relocation Costs		-	-
400924	Tenant Services-Other	2,400	50	2,350
	Total Tenant Services	2,400	50	2,350

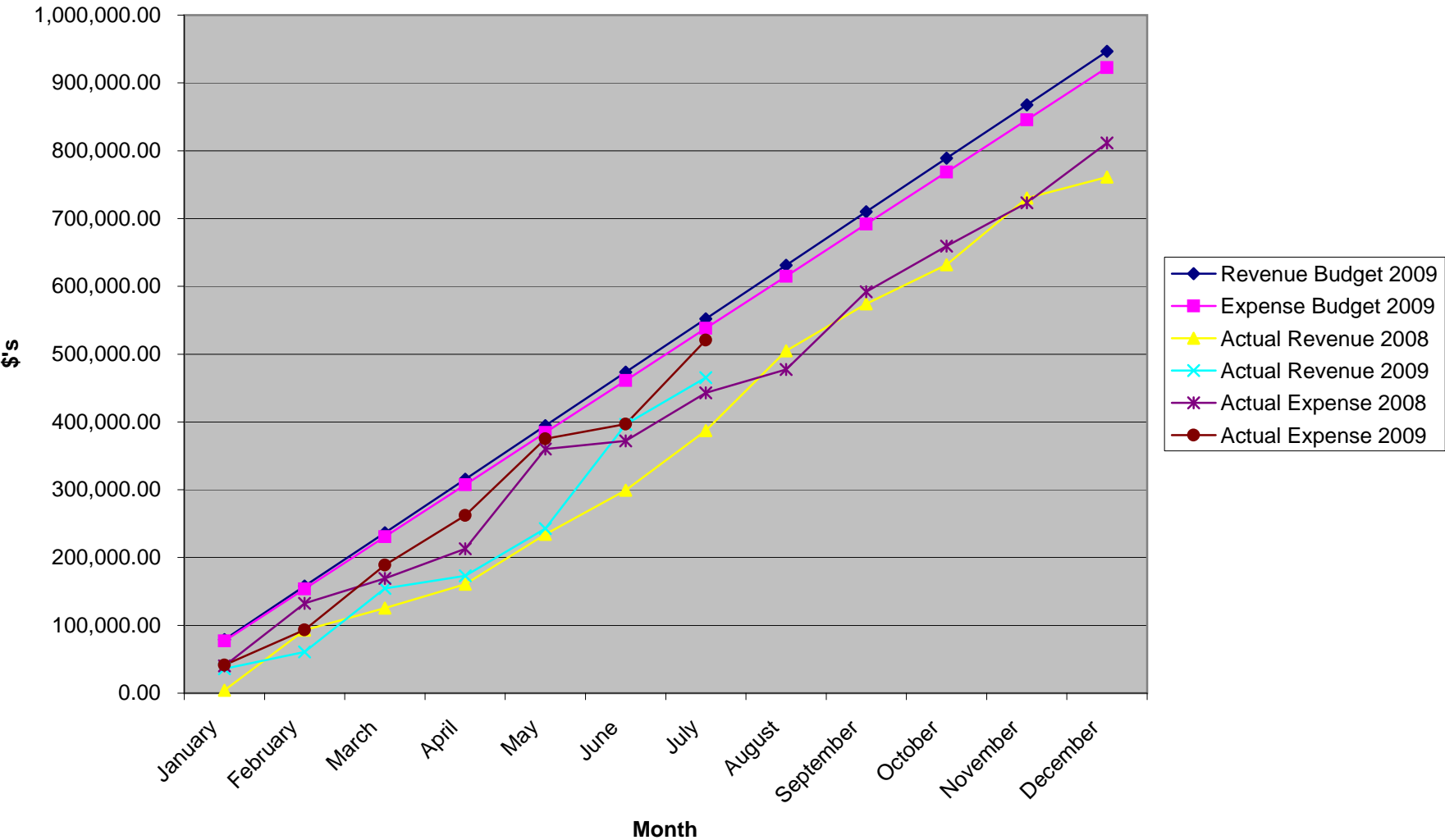
Utilities				
400931	Water	8,500	4,486	4,014
400932	Electricity	70,000	24,523	45,477
400933	Gas	8,700	7,824	876
400936	Sewer	12,400	10,366	2,034
	Total Utilities	99,600	47,199	52,401

Maintenance				
400941	Labor	75,280	51,447	23,833
400945	Employee Benefits - Maintenance	25,442	15,304	10,138
400946	Part Time Employees	7,000	1,019	5,981
400942	Maintenance Materials	20,000	11,028	8,972
	Maint. Contract:			
400943-000010	Garbage and Trash Removal Contracts	17,124	15,663	1,461
400943-000050	Landscape & Grounds Contracts	19,752	10,462	9,290
400943-000070	Electrical Contracts	5,000	-	5,000
400943-000080	Plumbing Contracts	1,020	1,247	(227)
400943-000090	Extermination Contracts	5,400	4,571	829
400943-000110	Other Misc. Contract Costs	7,000	1,911	5,089
	Total Maintenance	183,018	112,651	70,367

Year-to-Date Expenditure Report
Sunset Terrace
As of July 31, 2009

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Insurance				
400961-420100	Property	36,000	18,997	17,003
400961-420200	General Liability	3,100	1,660	1,440
400961-420300	Worker's Comp.	1,900	613	1,287
400961-420400	Other Insurance	1,000	-	1,000
	Total Insurance Expense	42,000	21,270	20,730
General Expenses				
400962	Other General Expense			-
400963	Payments In Lieu of Taxes	4,790	0.00	4,790
400964	Bad Debt-Tenants	10,000	2,198	7,802
	Total General Expenses	14,790	2,198	12,592
	Total Operating Expenditures	459,965	250,286	209,679
	Cash Flow from Operations	(162,965)	2,892	

Little Rock Housing Authority Central Office Cost Center



Year-to-Date Expenditure Report
COCC
As of July 31, 2009

Account #	Account Title	Budget	Y-T-D Expense	Budget Balance
Operating Income:				
300701-401002	Bookkeeping Fees	60,570	41,820	18,750
300701-401003	Inspection Fees	32,304	18,188	14,116
300701-401001	Asset Management Fees	663,710	336,849	326,861
300711	Investment Income	75,000	34,078	40,922
300715-300300	Other Income	15,000	34,281	(19,281)
	Total Operating Income	846,584	465,216	381,368

Operating Expenditures:				
Administrative				
400911	Administrative Salaries	360,982	249,232	111,751
400915	Employee Benefits - Administrative	99,002	57,663	41,339
400912	Auditing Fees	2,500	-	2,500
400919-111100	Consulting Fees	100,000	22,155	77,845
400919-111200	Board Expense	30,000	122	29,878
400919-111300	Web Services	20,000	1,086	18,914
400916	Office Expenses	40,000	38,546	1,454
400917	Legal Expense	40,000	26,224	13,776
400918	Travel	30,000	8,506	21,494
400919	Other Administrative Costs	40,000	59,339	(19,339)
	Total Administrative	762,484	462,872	299,612

Maintenance				
400941	Labor	69,692	12,841	56,851
400945	Employee Benefits - Maintenance	20,219	4,373	15,846
	Maint. Contract:			
400943-000110	Other Misc. Contract Costs	60,000	35,000	25,000
	Total Maintenance	149,911	52,214	97,697

Insurance				
400961-420100	Property			-
400961-420200	General Liability	5,000	1,933	3,067
400961-420300	Worker's Comp.	5,000	3,780	1,220
400961-420400	Other Insurance			-
	Total Insurance Expense	10,000	5,713	4,287

	Total Operating Expenditures	922,395	520,799	401,596
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	Cash Flow from Operations	(75,811)	(55,583)	
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