



## **AGENDA**

**REGULAR MEETING  
DELTA HOUSING AUTHORITY BOARD OF COMMISSIONERS  
October 27, 2021  
3:30 P.M.**

### **MEETING CALLED TO ORDER**

#### **Changes to the Agenda**

#### **Citizen Comments (sign in to speak – 3 minutes each)**

1. Minutes                              September 22, 2021 Regular Meeting
2. Financial Reports                  September 2021
3. Reports:                              Voucher Program  
    Occupancy/Vacancy/Turnaround  
    Maintenance/Work Orders
4. Old Business:                        None
5. New Business:
  - A) Executive Session pursuant to C.R.S 24-6-402(4)(a) The purchase, acquisition, lease, transfer, or sale of any real, personal or other property interest
6. Executive Director Comments
7. Correspondence
8. Commissioner Comments

Adjourn



## Regular Board Meeting Minutes

September 22, 2021

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The regular board meeting of the Delta Housing Authority Board of Commissioners was held on Wednesday, September 22, 2021, at 3:32 p.m. in the agency office of the Housing Authority. The meeting was called to order by Chair Edward Sanford. The following Commissioners and officers of the agency were present at the meeting: Chair Edward Sanford; Vice Chair Brad Kolman; Commissioner Kerry Williams; Commissioner Kim Guthrie Burch; Commissioner Nathan Clay [joined the meeting at 3:41 pm during the discussion of agenda item 5(A)], and Secretary Ute Jantz (Executive Director). Notice of the regular board meeting was properly posted at least twenty-four hours prior to the meeting. Notice was also sent, upon standing request, to the City of Delta.

Quorum present (minimum of three Commissioners):  Yes  No

### Changes or Additions to the Agenda

There were no changes to the agenda.

### Citizen Comments

There were no citizen comments.

#### **1. Approval of Minutes**

Minutes of the annual board meeting held on August 25, 2021, were approved as presented; motion to approve by Commissioner Williams and seconded by Vice Chair Kolman. All in favor, motion carried (4:0).

#### **2. Financial Reports for August 2021**

Penny Thompson (Fee Accountant) joined the meeting and presented the financial reports for the month of August 2021. Expenses should be at approximately 67% of the total operating expenses. All programs look great and are within budget. She had no concerns. Year to date, the Public Housing Program receipts are over expenditures by \$57,974 and the 2020 Capital Fund Program Grant (CFP) has a remaining balance of \$131,821. No funds from the 2021 CFP have been expended yet. The 3rd installment payment for the public housing property insurance was paid in September. The Voucher program is doing well and is within budget. The Board reviewed the account balances and budget worksheets with a few questions for discussion, and clarification. It was moved by Vice Chair Kolman and seconded by Commissioner Guthrie Burch to accept the financial reports for the month of August as presented and discussed. All in favor, motion carried (4:0).

#### **3. Reports for August 2021**

Victoria Miller, Housing Operations Manager was unavailable, and the Executive Director presented the occupancy and maintenance reports for the month of August on her behalf. Voucher lease up was as follows: 219 vouchers are leased up; there are 231 applications, combined, on the voucher waiting lists. One new voucher was leased up, six vouchers were issued but are not under a HAP contract yet, and two voucher holders ended participation. 36 unit inspections were completed, and no ports were reported. Public Housing is fully leased up, 277 applicants are on the waiting list; and no unit turn overs were reported. Villas at the Bluff (combined) has 92 applicants on its waiting list, both properties are fully leased up, and a total of three unit turnovers between the two properties were reported. Grand Manor Apartments – 76 applicants are on the waiting list; the property is fully leased up and no unit turnovers were reported. Nothing out of the ordinary was reported for the maintenance department. The board reviewed and discussed the occupancy and maintenance reports. It was moved by Commissioner Guthrie Burch and seconded by Commissioner Williams to approve the reports for the month of August as presented and discussed. All in favor, motion carried (4:0).

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4. **Old Business** None

5. **New Business**

**(A) Resolution #614-21 Execution of Annual Civil Rights Certification HUD-50077-CR**

The Executive Director stated that each year a Public Housing Authority certifies that it will carry out the public housing program of the agency in conformity with Title IV of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the American with Disabilities Act of 1990, and that it will affirmatively further fair housing. The certification needs to be done by resolution. It was moved by Commissioner Williams and seconded by Vice Chair Kolman to adopt Resolution #614-21 Civil Rights Certification as presented and discussed. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; and Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (4:0).

Commissioner Clay joined the meeting at 3:41 pm; he abstained from casting his vote.

**B) Resolution #615-21 Adoption of Revised Admissions and Continued Occupancy Policy (PHA)**

The Executive Director stated that the 2021 Admissions and Continued Occupancy Policy has been made current with all recent HUD and Housing Opportunity Through Moderation Act (HOTMA) requirements and will be effective October 1, 2021. The proposed revisions were presented and discussed. Vice Chair Kolman moved to adopt Board Resolution #615-21 Adoption of Revised Admissions and Continued Occupancy Policy for the Public Housing Program as presented and discussed. Commissioner Clay seconded the motion. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**C) Resolution #616-21 Revision of PHA Flat Rents**

The Executive Director explained that the 1998 Quality Housing Work Responsibility Act (QHWRA) requires housing authorities to offer the option of a flat rent (as opposed to an income-based rent) to public housing residents. Since flat rents are based on the fair market rents (FMRs), the tenant rent does not vary with income. On August 6, 2021, HUD published fiscal year 2022 FMRs and Housing Authorities are required to set the flat rents at no less than 80% of the Fair Market Rents and implement the new rents within 90 days from the date of publication of the new FMRs. In DHA's Admissions and Continued Occupancy Policy (ACOP) the authority elected to set the flat rents at 80% of FMR. Flat rents will ensure that families with higher incomes pay an appropriate market-based rent. Current Public Housing residents have the option to choose between the updated flat rent or the income-based rent at their annual recertification. The new flat rent rates will go into effect on October 1, 2021. DHA currently has three families on flat rent. After discussion, Commissioner Guthrie Burch moved and seconded by Commissioner Williams to adopt resolution #616-21 Revision of PHA Flat Rents as presented and discussed. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**D) Resolution #617-21 Approval of Revised Schedule of Repair/Replacement Charges**

The Executive Director explained that the current Schedule of Repair/Replacement Charges which is applicable to all DHA administered housing programs needs to be updated and she referred the board to the summary chart which was attached to the board packet. The proposed additions to the schedule which will go into effect on January 1, 2022, were discussed. Commissioner Guthrie Burch stepped outside to take a phone call and did not vote on this agenda item. Commissioner Clay moved to adopt Board Resolution #617-21 - Approval of Revised Schedule of Repair/Replacement Charges as presented and discussed. Vice Chair Kolman seconded the motion. **Roll call vote:** Commissioner Williams, aye; Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (4:0). Commissioner Guthrie Burch joined the meeting again after the board voted.

**E) Resolution #618-21 Adoption of Revised Administrative Plan for the Housing Choice Voucher Program**

The Executive Director stated that the 2021 Administrative Plan has been brought current with all recent HUD and Housing Opportunity Through Moderation Act (HOTMA) requirements and will be effective October 1, 2021. The proposed revisions were presented and discussed. Vice Chair Kolman moved to adopt Board Resolution #618-21 Adoption of Revised Administrative Plan for the Housing Choice Voucher Program as presented and discussed. Commissioner Williams seconded the motion. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**F) Resolution #619-21 Establishing Payment Standards for the Housing Choice Voucher Program**

The Executive Director (ED) reported that the 2022 Fair Market Rents (FMRs) have been published. The Fair Market Rent is the amount needed to pay gross rent (rent and utilities). Housing authorities have 60 days from the date of publication to implement the new FMRs and to adjust their payment standards for the Housing Choice Voucher program accordingly. The payment standard is the maximum subsidy a Public Housing Authority (PHA) can pay on behalf of a family. Housing Authorities must set payment standards between 90% and 110% of FMRs. The 2022 FMRs for Delta County significantly increased. To account for the drastic increase in rents in Delta County, the ED recommend establishing the payment standards for all unit sizes at 110% of FMRs effective October 1, 2021. After discussion, it was moved by Commissioner Williams and seconded by Commissioner Clay to approve Board Resolution #619-21 Establishing Payment Standards for the Housing Choice Voucher Program as presented and discussed. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**G) Resolution #620-21 Approval of 2022 DHA Operating Budgets**

Penny Morton, Fee Accountant joined the meeting. The Executive Director (ED) stated that she is planning on requesting rent and utility allowance increases for the Grand Manor property. When requesting an increase, per USDA guidelines, the budget must be submitted before October 1, 2021. Since Delta Housing Authority (DHA) cost allocates many of its expenses, the 2022 program budgets need to be drafted at the same time. As mentioned during the August board meeting, Cathy Karch, DHA's Administrative Services Director (ASD), announced that she will retire by the end of 2021. Instead of rehiring this position, the ED recommended restructuring and hiring a Finance Officer instead. The new position is paid a bit higher than the ASD position, however, this change will save the authority money, since there is no need to budget for a Fee Accountant anymore. In the past years, the authority has grown, and is ready for a full time Finance Officer which allows for more efficient operations of the authority. The director stated The Nelrod Company conducted a salary study in 2021, which included the new Finance Officer position. As anticipated, salaries and wages have increased, and step increases were implemented in accordance with the salary study. The ED and Fee Accountant presented the draft 2022 Operating Budgets, and the board reviewed the salary study. Increases were also budgeted for the following line items: 5% for health insurance, 5% for insurance premiums, and 3% for utilities. The board engaged in discussion about the compensation for the Executive Director and agreed to compensate the position at a Step 5 on the salary chart for calendar year 2022. The ED assured that there are enough administrative funds in all programs to cover the expenses for 2022 operating budgets. After discussion, Commissioner Clay moved to adopt Board Resolution #620-21 – Approval of 2022 DHA Operating Budgets as presented and discussed, with the salary for the Executive Director at a Step 5 of the salary chart. Commissioner Williams seconded the motion. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; and Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**H) Resolution #621-21 Approval of 2022 Public Housing Operating Budget (HUD-52574)**

ED explained that HUD requires a separate resolution approving the 2022 Operating Budget for the Public Housing Program. Vice Chair Kolman moved to adopt Board Resolution #621-21 – Approval of 2022 Public Housing Operating Budget (HUD-52574) as presented and discussed. Commissioner Clay seconded the motion. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**I) Resolution #622-21 Approving the Selection of a Development, the Negotiation and Execution of an Agreement to Enter into a Housing Assistance Payment Contract (AHAP), and the Execution of a Housing Assistance Payment Contract (HAP) for Participation in DHA's Project Based Voucher Program**

The Executive Director reminded the board that in June, the board approved issuing a request for proposals (RFP) advising developers to submit proposals for securing up to eight Project Based Vouchers (PBVs) for newly constructed affordable housing developments for Seniors 62 and older in the City of Delta. The RFP was advertised for three consecutive weeks in the Delta County Independent. DHA received one proposal in response to the RFP, which was from TWG Development, LCC. The proposal was reviewed and ranked by DHA's evaluation team which was comprised of the Executive Director, and the Administrative Services Director, with a recommendation to award eight PBVs, to TWG Development for Residences at Delta in Delta, under the following conditions:

1. Environmental Review and Subsidy Layering Review must be approved by HUD
2. All terms and conditions as outlined in 24 CFR Part 983 and the DHA Administrative Plan have been met before an Agreement to Enter into a Housing Assistance Payments Contract (AHAP) and consequently a Housing Assistance Payment (HAP) contract is executed.

The Executive Director further recommend authorizing the Executive Director to execute any and all contracts, budgets and other documents that may be necessary for the award of the PBVs – including but not limited to the Negotiation and Execution of an Agreement to Enter into a Housing Assistance Payment Contract (AHAP), and the Execution of a Housing Assistance Payment Contract (HAP) for Participation in DHA's Project Based Voucher Program. After discussion, Commissioner Williams moved to adopt Board Resolution #622-21 – Approving the Selection of a Development, the Negotiation and Execution of an Agreement to Enter into a Housing Assistance Payment Contract (AHAP), and the Execution of a Housing Assistance Payment Contract (HAP) for Participation in DHA's Project Based Voucher Program as presented and discussed. Commissioner Guthrie Burch seconded the motion. **Roll call vote:** Commissioner Williams, aye; Commissioner Guthrie Burch aye; and Commissioner Clay, aye; Vice Chair Kolman, aye; and Chair Sanford, aye. All in favor, motion carried (5:0).

**6. Executive Director Comments**

The Executive Director (ED) provided the following report:

Public Housing Program (PHA)

- See agenda items
- Obtaining estimates for fencing next to the maintenance shop
- Obtaining estimates for privacy fencing at family units (3 areas)

Housing Choice Voucher (HCV) Program:

- See agenda items

Villas at the Bluff (VAB and VABII)

- Novogradac completed the tax return for Housing Delta County LLC, II and submitted to the IRS
- Obtaining estimates for fencing next to the maintenance shop
- Obtaining estimates for replacement of trees

Grand Manor Apartments - USDA

- The concrete job was awarded to Agave Construction, LLC in the amount of \$10,046

DHA-Owned Houses (6 Units)

- Remodel project: The plan is to do the A Street house first. Todd is working on the scope of work and collecting estimates

- Sale of DHA-owned units: Several showings but no takers. I am planning on meeting with our realtor to discuss further steps

Residences at Delta

- Grant Application with the Division of Housing (DOH): DHA and TWG will present the grant to the State Housing Board on October 13<sup>th</sup>. At first, the DOH review team said no to the grant. We asked them to reconsider, and they have agreed. For this reason, the grant presentation was moved to October
- As previously mentioned, DHA is seeking to be the management agent for Residences at Delta and TWG is working on getting approval from the syndicator, Red Stone Equity Partners, LLC. This is a long process. We must have the management agreement in place, before DOH considers approving the grant. A special board meeting might be necessary to approve the management agreement
- The terms of the Special Limited Partnership have not yet been finalized but we are getting close

7. Correspondence  
No comments were made.

8. Commissioner Comments  
No comments were made.

Chair Sanford adjourned the meeting at 5:09 p.m.

Respectfully submitted

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Ute Jantz, Secretary of the Board

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Chair/Vice Chair DHA Board of Commissioners

**Upcoming Board Meetings:**

Regular Board Meeting	October 27, 2021, at 3:30 pm
Regular Board Meeting	November 24, 2021, at 3:30 pm
Regular Board Meeting	December 22, 2021, at 3:30 pm

**Delta Housing Authority  
Board Financial Summary  
September 2021**

<b>Budget worksheets</b>	<b>PHA</b>	<b>RD</b>	<b>AH</b>	<b>Voucher</b>	<b>Villas I</b>	<b>Villas II</b>
YTD Receipts over (under) expenditures	60,623	3,487	3,807	117,219	45,871	39,477
Page No	3	7	10	12	18	21

**Overall Comments**

All the above programs overall look great and within budget. In September the workman's compensation insurance was paid in full.

**PHA**

This program looks good and within budget.

**Capital Funds Program**

Spending for the 2019 grant is complete. Expenditures for the 2020 Capital Fund Program have started with \$90,224 already used. The Door Replacement Project has started in September.

**Rural Development**

USDA (RD) is requiring DHA to spend money remaining in our operating checking account on capital improvements. On page 5 you'll notice two income lines called "RD Required Reduction...". These two lines agree with page 7 lines 7520.R and 7540.R. These funds represent the amounts spent from available operating account reserves.

**Affordable Housing**

This program looks good and within budget.

**Voucher**

The HUD COVID-19 Operating Subsidy amount allocated to 2021 is \$52,365.

**Villas at the Bluff**

This program looks good and within budget

**Villas at the Bluff II**

This program looks good and within budget.

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>PUBLIC HOUSING</b>						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>OPERATING RECEIPTS:</b>					
3110	DWELLING RENT	218,428	20,037	166,752	218,000	76.5%
3120	EXCESS UTILITIES	4,080	252	1,836	4,500	40.8%
3190	NONDWELLING RENTAL	6,430	525	4,725	7,320	64.5%
	<b>TOTAL RENTAL INCOME</b>	<b>228,938</b>	<b>20,814</b>	<b>173,313</b>	<b>229,820</b>	<b>75.4%</b>
3002	CAPITAL PROJECT FUND GRANT (DESIGNATED AS OPERATING) CFP DESIGNATED - PROCUREMENT, SOW, DAVIS BACON - 1410	24,519		39,049	66,000	59.2%
3115	OPERATING SUBSIDY OPERATING SUBSIDY - COVID-19	195,202 30,044	18,246	163,996	200,000	82.0%
3610	INTEREST INCOME	43	3	28	43	65.1%
3690	LATE CHARGES (TENANT)	990	220	1,150	800	143.8%
3690.1	MISCELLANEOUS INCOME TRANSFER IN FROM RESERVE - ADA REMODEL	3,626		1,143	1,000	114.3%
	<b>TOTAL OPERATING INCOME</b>	<b>483,362</b>	<b>39,283</b>	<b>378,679</b>	<b>514,663</b>	<b>73.6%</b>
	<b>OPERATING EXPENDITURES - ADMINISTRATION:</b>					
4110	ADMINISTRATIVE SALARIES	126,011	10,897	97,553	144,974	67.3%
4110.1	ADMINISTRATIVE - TEMP STAFFING					
4130	LEGAL EXPENSE	3,076	1,462	1,992	8,000	24.9%
4140	STAFF TRAINING	2,629		1,098	7,000	15.7%
4150	TRAVEL	80			5,000	0.0%
4170	ACCOUNTING FEES	12,752	1,031	9,283	12,737	72.9%
4171	AUDITING FEES	4,851		5,000	5,094	98.2%
4190	SUNDRY - OFFICE SUPPLIES	4,807	205	1,286	3,500	36.7%
4190.1	SUNDRY - OFFICE FURNITURE AND EQUIPMENT	3,232		57	500	11.4%
4190.2	SUNDRY - ADVERTISING	165	7	108	550	19.6%
4190.3	SUNDRY - TELEPHONE AND ANSWERING SERVICE	1,306	67	748	1,545	48.4%
4190.4	SUNDRY- OTHER ADMINISTRATIVE EXPENSES	12,552	962	6,642	12,000	55.4%
4190.42	SUNDRY- OPERATIONAL SOFTWARE	5,601		5,696	6,000	94.9%

SEE ACCOUNTANT'S REPORT



DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>PUBLIC HOUSING</b>						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	TOTAL ADMINISTRATIVE EXPENSE	177,062	14,631	129,463	206,900	62.6%
	<b>UTILITIES:</b>					
4310	WATER	7,819	425	3,871	8,560	45.2%
4320	ELECTRICITY	16,369	1,662	13,017	16,800	77.5%
4330	GAS	10,277	466	7,934	11,900	66.7%
4340	SANITATION (TRASH)	6,572	478	4,921	7,000	70.3%
4390	OTHER UTILITIES EXPENSE (SEWER)	10,786	869	7,813	11,200	69.8%
	TOTAL UTILITIES EXPENSE	51,823	3,900	37,556	55,460	67.7%
	<b>ORDINARY MAINTENANCE AND OPERATION:</b>					
4410	LABOR	91,305	5,745	59,224	87,489	67.7%
4420	SUPPLIES	17,184	2,072	12,027	20,000	60.1%
4430	CONTRACTS	19,365	1,259	13,245	25,000	53.0%
4430.1	TEMPORARY EMPLOYMENT CONTRACTS	8,680	2,038	12,879	5,000	257.6%
	TOTAL ORDINARY MAINTENANCE & OPERATION EXPENSE	136,534	11,114	97,375	137,489	70.8%
	<b>GENERAL EXPENSE:</b>					
4510	INSURANCE - LIABILITY AND DIRECTOR'S INSURANCE	3,999		2,637	3,596	73.3%
4510.1	INSURANCE - PROPERTY	12,383		9,508	12,661	75.1%
4510.2	INSURANCE - AUTO	1,652		1,657	1,735	95.5%
4540	EMPLOYEE BENEFIT CONTRIBUTIONS - PAYROLL TAX	17,063	1,294	12,235	17,781	68.8%
4540.1	EMPLOYEE BENEFIT CONTRIBUTIONS - HEALTH INSURANCE	29,261	2,367	20,287	38,582	52.6%
4540.2	EMPLOYEE BENEFIT CONTRIBUTIONS - W/C INSURANCE	3,978	2,872	3,693	3,564	103.6%
4540.3	EMPLOYEE BENEFIT CONTRIBUTIONS - IRA BENEFITS	5,273	338	3,226	6,807	47.4%
4590	OTHER GENERAL EXPENSE	1,023		419	1,600	26.2%
	TOTAL GENERAL EXPENSE	74,632	6,871	53,662	86,326	62.2%
	<b>TOTAL OPERATING EXPENSE</b>	<b>440,051</b>	<b>36,516</b>	<b>318,056</b>	<b>486,175</b>	<b>65.4%</b>

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

PUBLIC HOUSING						
ACCT	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
#						
	<b>NONROUTINE EXPENDITURES:</b>					
7520	REPLACEMENT / NONEXPENDABLE EQUIPMENT	5,568			2,500	0.0%
7540	PROPERTY BETTERMENTS AND ADDITIONS				2,000	
	EXTRAORDINARY - TENANT HOTEL - WATER DAMAGE TO PHA UNIT				1,000	
	TOTAL NONROUTINE EXPENDITURES	5,568	0	0	5,500	0.0%
	TOTAL OPERATING EXPENDITURES	445,619	36,516	318,056	491,675	64.7%
	<b>TOTAL REVENUES</b>	<b>483,362</b>	<b>39,283</b>	<b>378,679</b>	<b>514,663</b>	
	<b>TOTAL EXPENDITURES</b>	<b>445,619</b>	<b>36,516</b>	<b>318,056</b>	<b>491,675</b>	
	<b>RECEIPTS OVER (UNDER) EXPENDITURES</b>	<b>37,743</b>	<b>2,767</b>	<b>60,623</b>	<b>22,988</b>	

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>CAPITAL FUNDS</b>							
ACCT #	DESCRIPTION	GRANT #19 BUDGET	GRANT #19 ACTUAL	GRANT #20 BUDGET	GRANT #20 ACTUAL	GRANT #21 BUDGET	GRANT #21 ACTUAL
	CAPITAL GRANT PROCEEDS	191,355	191,355	207,741	90,224	216,220	
	<b>TOTAL GRANT PROCEEDS</b>	191,355	191,355	207,741	90,224	216,220	0
0100	RESERVED BUDGET					-	
1406	OPERATIONS (WILL BE TRANSFERRED TO PHA DESIGNATED FOR OPERATING)	39,049	39,049	67,435		68,000	
1408	MANAGEMENT IMPROVEMENT	122	122	440	75	4,900	
1410	ADMINISTRATION					10,580	
1430	FEES AND COSTS NEW CATEGORIES IN 2019						
1450	SITE IMPROVEMENT Sewer Repairs Begin to replace PHA lawns with zeroscaping						
1460	DWELLING UNITS Insulation in PHA Units ADA Renovations to 612 Hastings and 1053 Palmer ADA Renovations to Second Units in a four year program						
1465	DWELLING EQUIPMENT Air Conditioners/Appliances for PHA Units Renovations to Utility Doors and Returns Air Venting Begin to replace PHA Units with new Appliances - 4 year program						
1470	NONDWELLING STRUCTURES						
1475	NONDWELLING EQUIPMENT		-		-		-
1480	GENERAL CAPITAL ACTIVITY	152,184	152,184	139,866	90,149	132,740	
1502	CONTINGENCY						
	<b>TOTAL EXPENDITURES</b>	191,355	191,355	207,741	90,224	216,220	0
	<b>EXCESS REVENUES OVER EXPENDITURES</b>	0	0	0	0	0	0
	UNSPENT BALANCE		0		117,517		216,220

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

RURAL DEVELOPMENT						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>OPERATING RECEIPTS:</b>					
3110.F	DWELLING RENT	17,482	1,701	14,498	18,070	80.2%
3120.2F	EXCESS ELECTRIC	195			195	
3310.F	RENTAL SUBSIDY	34,502	2,100	24,295	37,800	64.3%
3315.F	OVERAGE / SURCHARGE	(425)			(170)	0.0%
	<b>TOTAL RENTAL INCOME</b>	<b>51,754</b>	<b>3,801</b>	<b>38,793</b>	<b>55,895</b>	<b>69.4%</b>
3610.R	INTEREST INCOME					
3690.1F	TENANTS CHARGES - LATE FEES			40		
3690.4R	MISCELLANEOUS INCOME	318				
	TRANSFER IN FROM CAPITAL RESERVES					
7520.R	RD REQUIRED REDUCTION OF OPERATING CASH FROM PRIOR YEARS	23		8,807	10,000	88.1%
7540.R	RD REQUIRED REDUCTION OF OPERATING CASH FROM PRIOR YEARS	27,594		6,240	16,000	39.0%
	<b>TOTAL OPERATING INCOME</b>	<b>79,689</b>	<b>3,801</b>	<b>53,880</b>	<b>81,895</b>	<b>65.8%</b>
	<b>OPERATING EXPENDITURES - ADMINISTRATION:</b>					
4110.R	ADMINISTRATIVE SALARIES	5,956	469	4,457	6,100	73.1%
	MANAGEMENT FEE	7,680	640	5,760	7,680	75.0%
	ASSET MANAGEMENT FEE / RETURN TO OWNER					
4130.R	LEGAL EXPENSE	71	3	645	500	129.0%
4140.R	STAFF TRAINING	9		18	900	2.0%
4150.R	TRAVEL				500	0.0%
4170.R	ACCOUNTING FEES					
4171.R	AUDITING FEES	582		600	605	99.2%
4190.1R	SUNDRY - OFFICE FURNITURE AND EQUIPMENT					
4190.2R	SUNDRY - ADVERTISING	178	37	42	190	22.1%
4190.3R	SUNDRY - TELEPHONE AND ANSWERING SERVICE					
4190.42R	SUNDRY - OPERATIONAL SOFTWARE					
4190.4R	SUNDRY- OTHER ADMINISTRATIVE EXPENSES	997	62	455	1,000	45.5%
4190.R	SUNDRY - OFFICE SUPPLIES					
	<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>15,473</b>	<b>1,211</b>	<b>11,977</b>	<b>17,475</b>	<b>68.5%</b>

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>RURAL DEVELOPMENT</b>						
ACCT	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
#						
	<b>UTILITIES:</b>					
4310.R	WATER	2,126	288	1,886	1,902	99.2%
4320.R	ELECTRICITY	870	46	447	980	45.6%
4330.R	GAS					
4340.R	SANITATION (TRASH)	1,477	126	1,158	1,671	69.3%
4390.R	OTHER UTILITIES EXPENSE (SEWER)	3,009	251	2,257	3,400	66.4%
	<b>TOTAL UTILITIES EXPENSE</b>	<b>7,482</b>	<b>711</b>	<b>5,748</b>	<b>7,953</b>	<b>72.3%</b>
	<b>ORDINARY MAINTENANCE AND OPERATION:</b>					
4410.R	LABOR	7,449	197	3,353	5,758	58.2%
4420.R	SUPPLIES	1,620	130	1,409	2,100	67.1%
4430.R	CONTRACTS	1,664	568	3,394	5,000	67.9%
4430.1R	TEMPORARY EMPLOYMENT CONTRACTS					
	<b>TOTAL ORDINARY MAINTENANCE &amp; OPERATION EXPENSE</b>	<b>10,733</b>	<b>895</b>	<b>8,156</b>	<b>12,858</b>	<b>63.4%</b>
	<b>GENERAL EXPENSE:</b>					
4510.1R	INSURANCE - PROPERTY	2,112		2,142	2,141	100.0%
4510.2R	INSURANCE - AUTO					
4510.R	INSURANCE - LIABILITY AND DIRECTOR'S INSURANCE	510		522	754	69.2%
4540.1R	EMPLOYEE BENEFIT CONTRIBUTIONS - HEALTH INSURANCE	2,369	106	1,236	2,363	52.3%
4540.2R	EMPLOYEE BENEFIT CONTRIBUTIONS - W/C INSURANCE	306	221	284	249	114.1%
4540.3R	EMPLOYEE BENEFIT CONTRIBUTIONS - IRA BENEFITS	235	8	84	335	25.1%
4540.R	EMPLOYEE BENEFIT CONTRIBUTIONS - PAYROLL TAX RD BUDGET DIFFERENTIAL FOR EMPLOYEE BENEFITS	1,053	52	607	907	66.9%
4590.R	OTHER GENERAL EXPENSE					
	<b>TOTAL GENERAL EXPENSE</b>	<b>6,585</b>	<b>387</b>	<b>4,875</b>	<b>6,749</b>	<b>72.2%</b>
	<b>TOTAL OPERATING EXPENSE</b>	<b>40,273</b>	<b>3,204</b>	<b>30,756</b>	<b>45,035</b>	<b>68.3%</b>

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

RURAL DEVELOPMENT						
ACCT	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
#	<b>NONROUTINE EXPENDITURES:</b>					
7520.R	REPLACEMENT / NONEXPENDABLE EQUIPMENT	23		8,807	10,000	88.1%
7540.R	PROPERTY BETTERMENTS AND ADDITIONS	27,594		6,240	16,000	39.0%
	RURAL DEVELOPMENT DEBT PAYMENT	6,120	510	4,590	6,120	75.0%
	<b>TOTAL NONROUTINE EXPENDITURES</b>	<b>33,737</b>	<b>510</b>	<b>19,637</b>	<b>32,120</b>	<b>61.1%</b>
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>74,010</b>	<b>3,714</b>	<b>50,393</b>	<b>77,155</b>	<b>65.3%</b>
	<b>TOTAL REVENUES</b>	<b>79,689</b>	<b>3,801</b>	<b>53,880</b>	<b>81,895</b>	
	<b>TOTAL EXPENDITURES</b>	<b>74,010</b>	<b>3,714</b>	<b>50,393</b>	<b>77,155</b>	
	<b>RECEIPTS OVER (UNDER) EXPENDITURES</b>	<b>5,679</b>	<b>87</b>	<b>3,487</b>	<b>4,740</b>	

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

AFFORDABLE HOUSING						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>OPERATING RECEIPTS:</b>					
3110.S	DWELLING RENT	40,576	2,200	27,772	25,000	111.1%
3120.S	EXCESS UTILITIES					
	TOTAL RENTAL INCOME	40,576	2,200	27,772	25,000	111.1%
3115.S	GRANT INCOME				95,500	
	MANAGEMENT FEE INCOME - VAB (8% OF RENTAL INCOME)	28,953	2,397	21,554	29,024	74.3%
	MANAGEMENT FEE INCOME - VABII (8% OF RENTAL INCOME)	17,215	1,481	12,846	17,094	75.1%
	MANAGEMENT FEE INCOME - RD (GRAND MANOR) (\$7,680 ANNUAL)	7,680	640	5,760	7,680	75.0%
	INCOME FROM DIV OF HOUSING (REHAB PROGRAM) THROUGH 4/30/20	30,052				
	TRANSFER IN FROM RESERVES FOR UNIT REMODELS				15,000	
3610.S	INTEREST ON GENERAL FUND INVESTMENTS	2				
3690.S	OTHER INCOME	790		207	30	
5999.1S	PROPERTY SALE PROCEEDS (CASH RECEIVED)					
	LOAN SERVICING INCOME FROM HOUSING REHAB	1,275				
	SALE OF DHA-OWNED UNITS				180,000	
	TOTAL OPERATING INCOME	126,543	6,718	68,139	369,328	18.4%
	<b>OPERATING EXPENDITURES - ADMINISTRATION:</b>					
4110.S	ADMINISTRATIVE SALARIES	71,454	3,765	35,244	48,553	72.6%
4130.S	LEGAL EXPENSE	2,834	2	1,768	8,900	19.9%
4140.S	STAFF TRAINING	180		134	800	16.8%
4150.S	TRAVEL	15		34	500	6.8%
4170.S	ACCOUNTING FEES	1,005	104	716	1,056	67.8%
4171.S	AUDITING FEES	291		300	300	100.0%
4190.1S	SUNDRY - OFFICE FURNITURE AND EQUIPMENT				50	0.0%
4190.2S	SUNDRY - ADVERTISING	7	7	29	50	58.0%
4190.3S	SUNDRY - TELEPHONE AND ANSWERING SERVICE	251	13	144	300	48.0%
4190.42S	SUNDRY - OPERATIONAL SOFTWARE	2,113		2,094	2,400	87.3%
4190.4S	SUNDRY- OTHER ADMINISTRATIVE EXPENSES	1,807	378	1,293	1,700	76.1%
4190.S	SUNDRY - OFFICE SUPPLIES	777	33	192	700	27.4%
	TOTAL ADMINISTRATIVE EXPENSE	80,734	4,302	41,948	65,309	64.2%
	<b>UTILITIES:</b>					
4310.S	WATER	81	53	283	200	141.5%
4320.S	ELECTRICITY	175	77	133	206	64.6%

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>AFFORDABLE HOUSING</b>						
ACCT	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
#						
4330.S	GAS	15	12	29	315	9.2%
4340.S	SANITATION (TRASH)	132	41	425	206	206.3%
4390.S	OTHER UTILITIES EXPENSE (SEWER)	77	51	255	258	98.8%
	<b>TOTAL UTILITIES EXPENSE</b>	<b>480</b>	<b>234</b>	<b>1,125</b>	<b>1,185</b>	<b>94.9%</b>
	<b>ORDINARY MAINTENANCE AND OPERATION:</b>					
4410.S	LABOR	4,382	142	3,536	5,543	63.8%
4420.S	SUPPLIES	2,336	122	1,093	6,000	18.2%
4430.S	CONTRACTS	1,846	133	2,017	6,000	33.6%
4430.1S	TEMPORARY EMPLOYMENT CONTRACTS					
	<b>TOTAL ORDINARY MAINTENANCE &amp; OPERATION EXPENSE</b>	<b>8,564</b>	<b>397</b>	<b>6,646</b>	<b>17,543</b>	<b>37.9%</b>
	<b>GENERAL EXPENSE:</b>					
4510.1S	INSURANCE - PROPERTY	1,251		984	850	115.8%
4510.2S	INSURANCE - AUTO	318		319	334	95.5%
4510.S	INSURANCE - LIABILITY AND DIRECTOR'S INSURANCE	302		207	329	62.9%
4540.1S	EMPLOYEE BENEFIT CONTRIBUTIONS - HEALTH INSURANCE	9,643	500	4,117	8,471	48.6%
4540.2S	EMPLOYEE BENEFIT CONTRIBUTIONS - W/C INSURANCE	153	110	142	166	85.5%
4540.3S	EMPLOYEE BENEFIT CONTRIBUTIONS - IRA BENEFITS	2,196	113	1,090	1,602	68.0%
4540.S	EMPLOYEE BENEFIT CONTRIBUTIONS - PAYROLL TAX	5,883	304	3,025	4,138	73.1%
4590.S	OTHER GENERAL EXPENSE	744		150	500	30.0%
8750.S	REIMBURSEMENT TO OTHER FUNDS	2,471				
	<b>TOTAL GENERAL EXPENSE</b>	<b>22,961</b>	<b>1,027</b>	<b>10,034</b>	<b>16,390</b>	<b>61.2%</b>
	<b>TOTAL ROUTINE EXPENSE</b>	<b>112,739</b>	<b>5,960</b>	<b>59,753</b>	<b>100,427</b>	<b>59.5%</b>
	<b>NONROUTINE EXPENDITURES:</b>					
7520.S	REPLACEMENT OF NONEXPENDABLE EQUIPMENT	14			1,000	0.0%
7540.S	PROPERTY BETTERMENTS AND ADDITIONS	1,866		4,579	20,000	22.9%
	DHA-OWNED UNITS - SALE-RELATED EXPENSES				20,000	
	PROPERTY BETTERMENTS AND ADDITIONS - CDBG				95,500	
	<b>TOTAL NONROUTINE EXPENDITURES</b>	<b>1,880</b>	<b>0</b>	<b>4,579</b>	<b>136,500</b>	<b>3.4%</b>

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>AFFORDABLE HOUSING</b>						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	TOTAL OPERATING EXPENDITURES	114,619	5,960	64,332	236,927	27.2%
	<b>TOTAL REVENUES</b>	<b>126,543</b>	<b>6,718</b>	<b>68,139</b>	<b>369,328</b>	
	<b>TOTAL EXPENDITURES</b>	<b>114,619</b>	<b>5,960</b>	<b>64,332</b>	<b>236,927</b>	
	<b>RECEIPTS OVER (UNDER) EXPENDITURES</b>	<b>11,924</b>	<b>758</b>	<b>3,807</b>	<b>132,401</b>	

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

VOUCHER						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>OPERATING RECEIPTS:</b>					
2840	HUD SUBSIDY - HAP	1,171,374	103,475	934,263	1,182,427	79.0%
2840.1V	HUD SUBSIDY- ADMIN FEE	231,575	19,603	184,957	226,000	81.8%
	HUD SUBSIDY- ADMIN FEE - COVID-19 - TOTAL RECEIVED \$102,365 \$50,000 FOR 2020 & \$52,365 FOR 2021	50,000		52,365	52,365	100.0%
	TOTAL RENTAL INCOME	1,452,949	123,078	1,171,585	1,460,792	80.2%
3610.V	INTEREST INCOME	40	3	27	37	73.0%
3690.V	OTHER INCOME					
3300.V	INCOMING PORT ADMIN FEE (80% OF INITIAL PHA'S ADMIN FEE)				200	
4715.2	FRAUD RECOVERY	1,791		4,066	1,500	271.1%
	TRANSFER IN FROM HAP EQUITY RESERVES (NRP) - PRIOR YEAR ONLY PROJECTED HAP NEGATIVE EQUITY AT 12/31/17 (\$57,291)					
	TOTAL OPERATING INCOME	1,454,780	123,081	1,175,678	1,462,529	80.4%
	<b>OPERATING EXPENDITURES - ADMINISTRATION</b>					
4110.V	ADMINISTRATIVE SALARIES	111,961	10,030	85,173	132,550	64.3%
4110.1V	ADMINISTRATIVE - TEMP STAFFING					
4130.V	LEGAL EXPENSE	1,060	32	146	2,500	5.8%
4140.V	STAFF TRAINING	4,648	378	1,698	6,000	28.3%
4150.V	TRAVEL	139			4,000	0.0%
4170.V	ACCOUNTING FEES	14,183	1,146	10,314	14,174	72.8%
4171.V	AUDITING FEES	3,978		4,100	4,177	98.2%
4190.1V	SUNDRY - OFFICE FURNITURE AND EQUIPMENT				900	0.0%
4190.2V	SUNDRY - ADVERTISING	190	23	803	700	114.7%
4190.3V	SUNDRY - TELEPHONE AND ANSWERING SERVICE	1,808	93	1,036	2,060	50.3%
4190.42V	SUNDRY - OPERATIONAL SOFTWARE	6,994		7,088	7,000	101.3%
4190.4V	SUNDRY- OTHER ADMINISTRATIVE EXPENSES	14,111	1,323	8,795	12,800	68.7%
4190.V	SUNDRY - OFFICE SUPPLIES	5,291	233	2,137	3,800	56.2%
	TOTAL ADMINISTRATIVE EXPENSE	164,363	13,258	121,290	190,661	63.6%
	<b>UTILITIES:</b>					
4310.V	WATER	276	9	84	248	33.9%
4320.V	ELECTRICITY	1,068	99	963	1,485	64.8%
4340.V	SANITATION (TRASH)	117	10	91	148	61.5%
4390.V	OTHER UTILITIES EXPENSE (SEWER)	108	9	81	138	58.7%
	TOTAL UTILITIES EXPENSE	1,569	127	1,219	2,019	60.4%

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

VOUCHER						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>ORDINARY MAINTENANCE AND OPERATION:</b>					
4410.V	LABOR					
4420.V	SUPPLIES	71		92	300	30.7%
4430.V	CONTRACTS	227		73	1,000	7.3%
	TOTAL ORDINARY MAINTENANCE & OPERATION EXPENSES	298	0	165	1,300	12.7%
	<b>GENERAL EXPENSE:</b>					
4510.1V	INSURANCE - PROPERTY	410		328	362	90.6%
4510.2V	INSURANCE - AUTO	2,287		2,295	2,401	95.6%
4510.V	INSURANCE - LIABILITY AND DIRECTOR'S INSURANCE	4,251		3,652	5,018	72.8%
4540.1V	EMPLOYEE BENEFIT CONTRIBUTIONS - HEALTH INSURANCE	10,260	774	6,634	18,837	35.2%
4540.2V	EMPLOYEE BENEFIT CONTRIBUTIONS - W/C INSURANCE	2,142	1,546	1,988	1,906	104.3%
4540.3V	EMPLOYEE BENEFIT CONTRIBUTIONS - IRA BENEFITS	3,163	197	2,290	3,977	57.6%
4540.V	EMPLOYEE BENEFIT CONTRIBUTIONS - PAYROLL TAX	8,779	778	6,629	10,140	65.4%
4590.1V	OTHER GENERAL EXPENSE - OUTGOING PORT ADMIN FEE (80% x \$61.50 x # UNITS OUTGOING)				1,400	0.0%
4590.V	OTHER GENERAL EXPENSE	422		157	1,200	13.1%
	TOTAL GENERAL EXPENSE	31,714	3,295	23,973	45,241	53.0%
4715	HOUSING ASSISTANCE PAYMENTS	1,170,567	97,246	903,354	1,170,603	77.2%
4715.1	UTILITIES REIMBURSEMENT	10,156	1,023	8,368	11,824	70.8%
	TOTAL HOUSING ASSISTANCE PAYMENTS	1,180,723	98,269	911,722	1,182,427	77.1%
	TOTAL ROUTINE EXPENSE	1,378,667	114,949	1,058,369	1,421,648	74.4%
	<b>NONROUTINE EXPENDITURES:</b>					
7520.V	REPLACEMENT OF NONEXPENDABLE EQUIPMENT			90	3,000	3.0%
7540.V	PROPERTY BETTERMENTS AND ADDITIONS					
	TOTAL NONROUTINE EXPENDITURES	0	0	90	3,000	0.0%
	TOTAL OPERATING EXPENDITURES	1,378,667	114,949	1,058,459	1,424,648	74.3%
	<b>TOTAL REVENUES</b>	<b>1,454,780</b>	<b>123,081</b>	<b>1,175,678</b>	<b>1,462,529</b>	
	<b>TOTAL EXPENDITURES</b>	<b>1,378,667</b>	<b>114,949</b>	<b>1,058,459</b>	<b>1,424,648</b>	
	<b>RECEIPTS OVER (UNDER) EXPENDITURES</b>	<b>76,113</b>	<b>8,132</b>	<b>117,219</b>	<b>37,881</b>	

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>VOUCHER EQUITY</b>				
ACCT #	DESCRIPTION	HAP	Admin Fee	2021 YTD
	<b>OPERATING RECEIPTS:</b>			
2840	HUD SUBSIDY - HAP	934,263		934,263
2840.1V	HUD SUBSIDY- ADMIN FEE		184,957	184,957
	HUD SUBSIDY- ADMIN FEE - COVID-19 - TOTAL RECEIVED \$102,365 \$50,000 FOR 2020 & \$52,365 FOR 2021		52,365	52,365
	<b>TOTAL RENTAL INCOME</b>	<b>934,263</b>	<b>237,322</b>	<b>1,171,585</b>
3610.V	INTEREST INCOME		27	27
3690.V	OTHER INCOME			0
3300.V	INCOMING PORT ADMIN FEE (80% OF INITIAL PHA'S ADMIN FEE)			0
4715.2	FRAUD RECOVERY	2,033	2,033	4,066
				0
	TRANSFER IN FROM HAP EQUITY RESERVES (NRP) - PRIOR YEAR ONLY PROJECTED HAP NEGATIVE EQUITY AT 12/31/17 (\$57,291)			
	<b>TOTAL OPERATING INCOME</b>	<b>936,296</b>	<b>239,382</b>	<b>1,175,678</b>
	<b>OPERATING EXPENDITURES - ADMINISTRATION</b>			
4110.V	ADMINISTRATIVE SALARIES		85,173	85,173
4110.1V	ADMINISTRATIVE - TEMP STAFFING			0
4130.V	LEGAL EXPENSE		146	146
4140.V	STAFF TRAINING		1,698	1,698
4150.V	TRAVEL			0
4170.V	ACCOUNTING FEES		10,314	10,314
4171.V	AUDITING FEES		4,100	4,100
4190.1V	SUNDRY - OFFICE FURNITURE AND EQUIPMENT			0
4190.2V	SUNDRY - ADVERTISING		803	803
4190.3V	SUNDRY - TELEPHONE AND ANSWERING SERVICE		1,036	1,036
4190.42V	SUNDRY - OPERATIONAL SOFTWARE		7,088	7,088
4190.4V	SUNDRY- OTHER ADMINISTRATIVE EXPENSES		8,795	8,795
4190.V	SUNDRY - OFFICE SUPPLIES		2,137	2,137

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>VOUCHER EQUITY</b>				
ACCT #	DESCRIPTION	HAP	Admin Fee	2021 YTD
	TOTAL ADMINISTRATIVE EXPENSE	0	121,290	121,290
	<b>UTILITIES:</b>			
4310.V	WATER		84	84
4320.V	ELECTRICITY		963	963
4340.V	SANITATION (TRASH)		91	91
4390.V	OTHER UTILITIES EXPENSE (SEWER)		81	81
	TOTAL UTILITIES EXPENSE	0	1,219	1,219
	<b>ORDINARY MAINTENANCE AND OPERATION:</b>			
4410.V	LABOR			
4420.V	SUPPLIES		92	
4430.V	CONTRACTS		73	73
	TOTAL ORDINARY MAINTENANCE & OPERATION EXPENSES	0	165	165
	<b>GENERAL EXPENSE:</b>			
4510.1V	INSURANCE - PROPERTY		328	328
4510.2V	INSURANCE - AUTO		2,295	2,295
4510.V	INSURANCE - LIABILITY AND DIRECTOR'S INSURANCE		3,652	3,652
4540.1V	EMPLOYEE BENEFIT CONTRIBUTIONS - HEALTH INSURANCE		6,634	6,634
4540.2V	EMPLOYEE BENEFIT CONTRIBUTIONS - W/C INSURANCE		1,988	1,988
4540.3V	EMPLOYEE BENEFIT CONTRIBUTIONS - IRA BENEFITS		2,290	2,290
4540.V	EMPLOYEE BENEFIT CONTRIBUTIONS - PAYROLL TAX		6,629	6,629
4590.1V	OTHER GENERAL EXPENSE - OUTGOING PORT ADMIN FEE (80% x \$61.50 x # UNITS OUTGOING)			0
4590.V	OTHER GENERAL EXPENSE		157	157
	TOTAL GENERAL EXPENSE	0	23,973	23,973

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DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>VOUCHER EQUITY</b>				
ACCT #	DESCRIPTION	HAP	Admin Fee	2021 YTD
4715	HOUSING ASSISTANCE PAYMENTS	903,354		903,354
4715.1	UTILITIES REIMBURSEMENT	8,368		8,368
	<b>TOTAL HOUSING ASSISTANCE PAYMENTS</b>	<b>911,722</b>	<b>0</b>	<b>911,722</b>
				0
	<b>TOTAL ROUTINE EXPENSE</b>	<b>911,722</b>	<b>146,647</b>	<b>1,058,369</b>
	<b>NONROUTINE EXPENDITURES:</b>			
7520.V	REPLACEMENT OF NONEXPENDABLE EQUIPMENT		90	90
7540.V	PROPERTY BETTERMENTS AND ADDITIONS			0
	<b>TOTAL NONROUTINE EXPENDITURES</b>	<b>0</b>	<b>90</b>	<b>90</b>
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>911,722</b>	<b>146,737</b>	<b>1,058,459</b>
	<b>TOTAL REVENUES</b>	<b>936,296</b>	<b>239,382</b>	<b>1,175,678</b>
	<b>TOTAL EXPENDITURES</b>	<b>911,722</b>	<b>146,737</b>	<b>1,058,459</b>
	<b>RECEIPTS OVER (UNDER) EXPENDITURES</b>	<b>24,574</b>	<b>92,645</b>	<b>117,219</b>

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>VILLAS AT THE BLUFF</b>						
<b>ACCT #</b>	<b>DESCRIPTION</b>	<b>2020 ACTUAL</b>	<b>CURRENT MONTH</b>	<b>2021 YTD</b>	<b>2021 BUDGET</b>	<b>% OF BUDGET</b>
	<b>OPERATING RECEIPTS:</b>					
3110.VAB	TENANT RENT - GROSS POTENTIAL	361,918	29,960	269,427	362,800	74.3%
	TOTAL RENTAL INCOME	361,918	29,960	269,427	362,800	74.3%
	<b>OTHER REVENUES</b>					
3610.VAB	INTEREST REVENUE	608	13	120	800	15.0%
3611.VAB	REPLACEMENT RESERVE - INTEREST	503	14	119	705	16.9%
3691.VAB	NSF AND LATE CHARGES	800	280	1,215	700	173.6%
3692.VAB	DAMAGE AND CLEANING FEES	5,213	23	3,859	3,000	128.6%
3690.VAB	OTHER REVENUE	1,998	46	1,015	2,200	46.1%
	TRANSFER IN FROM RESERVES					
	OTHER REVENUES	9,122	376	6,328	7,405	85.5%
	TOTAL SALES	371,040	30,336	275,755	370,205	74.5%
	<b>ADMINISTRATIVE</b>					
4111.VAB	MANAGER OR SUPERINTENDENT SALARIES	17,286	1,610	15,082	22,694	66.5%
4113.VAB	MANAGEMENT FEE	28,953	2,397	21,554	29,024	74.3%
4114.VAB	ASSET MANAGEMENT FEE	6,451			6,263	0.0%
4115.VAB	WINDSOR COMPLIANCE FEES	3,661	300	2,704	3,500	77.3%
4116.VAB	PARTNERSHIP MANAGEMENT FEE					
4130.VAB	LEGAL EXPENSE	2,817	15	818	6,000	13.6%
4140.VAB	CONVENTIONS AND MEETINGS (STAFF TRAINING)	910		857	1,000	85.7%
4150.VAB	TRAVEL				900	
4170.VAB	ACCOUNTING FEES	9,864	802	7,220	9,823	73.5%
4171.VAB	AUDITING FEES	8,500		8,500	8,750	97.1%
4190.1VAB	OFFICE FURNITURE AND EQUIPMENT				400	0.0%
4190.2VAB	SUNDRY-ADVERTISING	340		70	450	15.6%
4190.3VAB	SUNDRY-TELEPHONE & ANSWERING SERVICE	854	44	489	875	55.9%
4190.42VAB	SUNDRY-OPERATIONAL SOFTWARE TENMAST	3,662		3,724	4,500	82.8%
4190.4VAB	SUNDRY-OTHER ADMINISTRATIVE EXPENSES	3,611	293	3,178	3,880	81.9%
4190.VAB	SUNDRY-OFFICE SUPPLIES	2,580	143	1,053	1,500	70.2%

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>VILLAS AT THE BLUFF</b>						
<b>ACCT</b>	<b>DESCRIPTION</b>	<b>2020 ACTUAL</b>	<b>CURRENT MONTH</b>	<b>2021 YTD</b>	<b>2021 BUDGET</b>	<b>% OF BUDGET</b>
4194.VAB	CRIMINAL BACKGROUND INVESTIGATION	453		362	500	72.4%
	TOTAL ADMINISTRATIVE	89,942	5,604	65,611	100,059	65.6%
	<b>UTILITIES</b>					
4310.VAB	WATER	11,092	1,523	8,340	11,807	70.6%
4320.VAB	ELECTRICITY	5,582	402	3,336	8,537	39.1%
4340.VAB	GARBAGE & TRASH REMOVAL	7,802	887	8,032	7,000	114.7%
4390.VAB	SEWER	14,451	1,204	10,838	14,878	72.8%
	TOTAL UTILITIES	38,927	4,016	30,546	42,222	72.3%
	<b>OPERATING &amp; MAINTENANCE</b>					
4410.VAB	MAINTENANCE-LABOR	22,419	2,515	17,053	23,722	71.9%
4420.VAB	MAINTENANCE-SUPPLIES	8,876	2,670	8,521	8,500	100.2%
4430.1VAB	MAINT CONTRACT-SOS EMPLOYMENT CONTRACT	298		1,356	1,000	135.6%
4430.VAB	MAINTENANCE/CONTRACTS	10,585	2,663	10,295	12,000	85.8%
4432.VAB	CLEANING	2,735		1,516	3,200	47.4%
4433.VAB	LANDSCAPING CONTRACTS	7,958		1,716	6,500	26.4%
4436.VAB	ALARM	3,534		2,475	2,000	123.8%
7520.VAB	REPLACEMENT / NONEXPENDABLE EQUIPMENT	4,111	1,134	5,132	15,000	34.2%
	TOTAL OPERATING & MAINTENANCE	60,516	8,982	48,064	71,922	66.8%
	<b>TAXES &amp; INSURANCE</b>					
4510.1VAB	INSURANCE - PROPERTY			58		
4510.2VAB	INSURANCE - AUTO	1,080		1,084	1,112	97.5%
4510.VAB	INSURANCE-LIABILITY & DIRECTOR'S INS	2,009		1,776	2,250	78.9%
4540.1VAB	EMPLOYEE BENEFIT CONT - HEALTH INSURANCE	5,698	563	3,851	7,502	51.3%
4540.2VAB	EMPLOYEE BENEFIT CONT - WORK COMP INSURANCE	535	387	497	497	100.0%
4540.3VAB	EMPLOYEE BENEFIT CONT - EMPLOYER IRA CONT	224	45	476	911	52.3%
4540.VAB	EMPLOYEE BENEFIT CONT - PAYROLL TAXES	3,139	319	2,498	3,551	70.3%
4590.VAB	OTHER GENERAL EXPENSES	311		152	400	38.0%
	<b>FINANCIAL EXPENSES</b>	12,996	1,314	10,392	16,223	64.1%

SEE ACCOUNTANT'S REPORT



DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

<b>VILLAS AT THE BLUFF</b>						
<b>ACCT</b>	<b>DESCRIPTION</b>	<b>2020 ACTUAL</b>	<b>CURRENT MONTH</b>	<b>2021 YTD</b>	<b>2021 BUDGET</b>	<b>% OF BUDGET</b>
8800.VAB	INTEREST EXPENSE	84,790	6,852	62,216	85,000	73.2%
7540.VAB	PROPERTY BETTERMENT / ADDITIONS	16,332	263	13,055	35,000	37.3%
	TOTAL FINANCIAL EXPENSES	101,122	7,115	75,271	120,000	62.7%
	TOTAL EXPENSES	303,503	27,031	229,884	350,426	65.6%
	OPERATING PROFIT	67,537	3,305	45,871	19,779	231.9%

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

VILLAS AT THE BLUFF II						
ACCT #	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>OPERATING RECEIPTS:</b>					
3110.VAB	TENANT RENT - GROSS POTENTIAL	213,455	18,509	160,572	213,684	75.1%
	TOTAL RENTAL INCOME	213,455	18,509	160,572	213,684	75.1%
	<b>OTHER REVENUES</b>					
3610.VAB	INTEREST REVENUE	140	11	102	150	68.0%
3611.VAB	REPLACEMENT RESERVE - INTEREST	172	5	45	183	24.6%
3691.VAB	NSF AND LATE CHARGES	925	370	1,090	850	128.2%
3692.VAB	DAMAGE AND CLEANING FEES	3,930		2,348	2,500	93.9%
3690.VAB	OTHER REVENUE	6,182		900	1,500	60.0%
	OTHER REVENUES	11,349	386	4,485	5,183	86.5%
	TOTAL SALES	224,804	18,895	165,057	218,867	75.4%
	<b>ADMINISTRATIVE</b>					
4111.VAB	MANAGER OR SUPERINTENDENT SALARIES	14,821	1,427	13,418	19,582	68.5%
4113.VAB	MANAGEMENT FEE	17,215	1,481	12,846	17,094	75.1%
4114.VAB	ASSET MANAGEMENT FEE	5,796			5,628	0.0%
4115.VAB	WINDSOR COMPLIANCE FEES	2,334		1,603	2,500	64.1%
4130.VAB	LEGAL EXPENSE	2,342	14	2,385	6,000	39.8%
4140.VAB	CONVENTIONS AND MEETINGS (STAFF TRAINING)	658		675	1,000	67.5%
4150.VAB	TRAVEL				750	
4170.VAB	ACCOUNTING FEES	9,384	764	6,876	9,270	74.2%
4171.VAB	AUDITING FEES	10,000		8,500	10,300	82.5%
4190.1VAB	OFFICE FURNITURE AND EQUIPMENT				500	0.0%
4190.2VAB	SUNDRY-ADVERTISING	242		125	500	25.0%
4190.3VAB	SUNDRY-TELEPHONE & ANSWERING SERVICE	804	42	461	927	49.7%
4190.42VAB	SUNDRY-OPERATIONAL SOFTWARE TENMAST	3,256		3,305	4,000	82.6%
4190.4VAB	SUNDRY-OTHER ADMINISTRATIVE EXPENSES	3,381	269	2,905	3,600	80.7%
4190.VAB	SUNDRY-OFFICE SUPPLIES	2,397	135	1,002	1,400	71.6%
4194.VAB	CRIMINAL BACKGROUND INVESTIGATION	640	22	238	500	47.6%
	TOTAL ADMINISTRATIVE	73,270	4,154	54,339	83,551	65.0%

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

VILLAS AT THE BLUFF II						
ACCT	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	<b>UTILITIES</b>					
4310.VAB	WATER	3,552	308	2,527	3,652	69.2%
4320.VAB	ELECTRICITY	4,913	220	3,186	5,821	54.7%
4340.VAB	GARBAGE & TRASH REMOVAL	2,764	261	2,239	2,964	75.5%
4390.VAB	SEWER	9,648	804	7,236	9,931	72.9%
	TOTAL UTILITIES	20,877	1,593	15,188	22,368	67.9%
	<b>OPERATING &amp; MAINTENANCE</b>					
4410.VAB	MAINTENANCE-LABOR	16,240	1,136	11,284	16,901	66.8%
4420.VAB	MAINTENANCE-SUPPLIES	5,623	1,469	5,233	7,000	74.8%
4430.1VAB	MAINT CONTRACT-SOS EMPLOYMENT CONTRACT	315		904	1,000	90.4%
4430.VAB	MAINTENANCE/CONTRACTS	6,339	1,429	7,524	8,500	88.5%
4432.VAB	CLEANING	1,680		595	2,500	23.8%
4433.VAB	LANDSCAPING CONTRACTS	5,230		1,044	4,500	23.2%
4436.VAB	ALARM	320	42	383	900	42.6%
7520.VAB	REPLACEMENT / NONEXPENDABLE EQUIPMENT	6,603		2,237	12,000	18.6%
	TOTAL OPERATING & MAINTENANCE	42,350	4,076	29,204	53,301	54.8%
	<b>TAXES &amp; INSURANCE</b>					
4510.1VAB	INSURANCE - PROPERTY					
4510.2VAB	INSURANCE - AUTO	1,016		1,020	1,043	97.8%
4510.VAB	INSURANCE-LIABILITY & DIRECTOR'S INS	1,887		1,621	2,106	77.0%
4540.1VAB	EMPLOYEE BENEFIT CONT - HEALTH INSURANCE	4,248	376	3,114	5,750	54.2%
4540.2VAB	EMPLOYEE BENEFIT CONT - WORK COMP INSURANCE	535	387	497	498	99.8%
4540.3VAB	EMPLOYEE BENEFIT CONT - EMPLOYER IRA CONT	156	40	428	739	57.9%
4540.VAB	EMPLOYEE BENEFIT CONT - PAYROLL TAXES	2,445	198	1,920	2,791	68.8%
4590.VAB	OTHER GENERAL EXPENSES	283		138	500	27.6%
	<b>FINANCIAL EXPENSES</b>	10,570	1,001	8,738	13,427	65.1%
	REPLACEMENT RESERVES					
8800.VAB	INTEREST EXPENSE	18,927	1,544	13,980	18,900	74.0%
7540.VAB	PROPERTY BETTERMENT / ADDITIONS	6,224	272	4,131	10,000	41.3%
	TOTAL FINANCIAL EXPENSES	25,151	1,816	18,111	28,900	62.7%

SEE ACCOUNTANT'S REPORT

DELTA HOUSING AUTHORITY - FOR THE NINE MONTHS ENDING SEPTEMBER 30, 2021

VILLAS AT THE BLUFF II						
ACCT	DESCRIPTION	2020 ACTUAL	CURRENT MONTH	2021 YTD	2021 BUDGET	% OF BUDGET
	TOTAL EXPENSES	172,218	12,640	125,580	201,547	62.3%
	OPERATING PROFIT	52,586	6,255	39,477	17,320	227.9%

SEE ACCOUNTANT'S REPORT

# September 2021 Occupancy & Maintenance Report

Prepared by: Victoria Miller

<b>Housing Choice Voucher Program</b>		
Voucher Type	Waiting List	Increase/Decrease from Prior Month
Regular HCV Vouchers (HCV)	252	-18
Project Based Vouchers (PBV)	7	0
	Available	Leased Up
HCV 221 and PBV 5 (Creek Vista)	226	217
VASH	5	0
<b>Total</b>	<b>231</b>	
<b>By Location</b>		
Austin	5	<b>217</b>
Cedaredge	34	
Crawford	4	
Delta	115	
Eckert	6	
Hotchkiss	22	
Paonia	31	
<b># Unit Inspections Completed</b>		
HCV	42	
PBV	0	
<b>Voucher Activity</b>		
Leased-Up	1	
Ended Participation	3	
Vouchers on the Street	14	
<b>DHA owned/managed units leased</b>		
Villas I	23	
Villas II	11	
DHA-owned	3	
Notes: HCV sent out 100 letters to applicants, 45 post applications were submitted and orientation was held. <b>(29 Vouchers were issued. 41 total vouchers are on the street right now.)</b> 11 applicants have not been issued vouchers as waiting on back ground checks.		

<b>Public Housing</b>		
	Waiting List	Increase/Decrease from Prior Month
1 Bedroom	147	-7
2 Bedroom	104	+11
3 Bedroom	40	+10
4 Bedroom	2	+2
<b>Total</b>	<b>293</b>	
<b>Occupancy</b>		<b>Available</b>
1 Bedroom (35)	0	35
2 Bedroom (13)	0	13
3 Bedroom (17)	0	17
4 Bedroom (10)	0	10
<b>Total</b>	<b>0</b>	<b>75</b>
<b>Maintenance</b>		<b>Completed</b>
Work Orders	25	28
<b>Units turned</b>		
1 Bedroom	0	
2 Bedroom	0	
3 Bedroom	0	
4 Bedroom	0	
<b>Total</b>	<b>0</b>	
Notes: Work orders completed: general maintenance, plumbing, appliances, window problems replacement through B&B Glass.		

Villas at the Bluff		
	Waiting List	Increase/Decrease from Prior Month
Combined	97	+5
<b>Total</b>	<b>97</b>	
Occupancy	Occupied	
1 Bedroom (8)	8	
2 Bedroom (24)	24	
3 Bedroom (16)	16	
<b>Total</b>	<b>48</b>	
Maintenance	Completed	Open
Work Orders	12	38
Units turned	New flooring installed	
1 Bedroom	0	
2 Bedroom	0	
3 Bedroom	1	
<b>Total</b>	<b>1</b>	
Notes: Work orders completed: regular maintenance, A/C issues, smoke alarms, major plumbing and appliance issues.		

Villas at the Bluff II		
Occupancy	Occupied	
1 Bedroom (12)	12	
2 Bedroom (16)	16	
3 Bedroom (4)	4	
<b>Total</b>	<b>32</b>	
Maintenance	Completed	Open
Work Orders	5	19
Units turned		
1 Bedroom	1	
2 Bedroom	0	
3 Bedroom	0	
<b>Total</b>	<b>1</b>	
Notes: Work orders completed: regular maintenance, minor plumbing and smoke alarms.		

DHA- Owned Houses		
<b>Occupancy</b>		<b>Occupied</b>
2 Bedroom (4)		4
3 Bedroom (1)		0
4 Bedroom (1)		0
	<b>Total</b>	<b>4</b>
<b>Maintenance</b>		
	<b>Completed</b>	<b>Open</b>
Work Orders	1	1
<b>Units turned</b>		2 unit on the market for sale.
2 Bedroom	0	
3 Bedroom	0	
4 Bedroom	0	
<b>Total</b>	<b>0</b>	
<b>Notes:</b> Work order completed: Yard maintencene		

Grand Manor		
	<b>Waiting List</b>	<b>Increase/Decrease from Prior Month</b>
1 Bedroom	66	+4
2 Bedroom	15	+1
	<b>Total</b>	<b>81</b>
<b>Occupancy</b>		<b>Occupied</b>
1 Bedroom (6)		6
2 Bedroom (4)		4
	<b>Total</b>	<b>10</b>
<b>Maintenance</b>		
	<b>Completed</b>	<b>Open</b>
Work Orders	2	1
<b>Units turned</b>		
1 Bedroom	0	
2 Bedroom	0	
<b>Total</b>	<b>0</b>	
<b>Notes:</b> Work orders completed: tenent lock out and changing light bulbs in a unit.		



## EXECUTIVE DIRECTOR COMMENTS

### DHA REGULAR BOARD MEETING OCTOBER 27, 2021

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#### General

- **SAVE THE DATE:** Our Christmas party is scheduled for Wednesday, December 8, 2021, at Thompson Manor community room. The party starts at 5 pm. Hopefully you can join us.
- Penny Thompson applied for the Finance Officer position which was advertised in the Delta County Independent and the Montrose Press. We offered her the position and she is ready to start January 1, 2022.

#### Public Housing Program (PHA)

- We had a sewer emergency at Thompson Manor. A detailed summary is attached to this report.
- Fencing next to the maintenance shop (on both sides) – Alpine Fencing was the only business who submitted a bid. We still need to work out the final details before work can begin.
- Privacy fencing at family units (4 areas) - We solicited seven companies for a bid and Alpine Fencing was the only responsive bid in the amount of \$26,447. Todd did an independent cost estimate, and the cost is reasonable. The fences will be step one for our backyard improvement project.
- PHA community room roof-top heater – we are having issues and Todd is getting a second opinion to see if the heater can be repaired or needs to be replaced. This is an old heater.
- Semi-annual labor reports were completed and submitted to HUD.

#### Housing Choice Voucher (HCV) Program:

- Status update regarding Project Based Vouchers (PBVs) for Residences at Delta: A public notice regarding the Environmental Review was published in the Delta County Independent. After we receive the Affidavit of Publication from the City, I will submit the Request for Release of Funds (RROF) to HUD on or after October 25, 2021. The Colorado Housing and Finance Authority completed the Subsidy Layering Review, which was a condition of the PBV award to TWG Development, and submitted the report to HUD.
- There was a change greater than 10% in utility allowances and we need to revise our utility allowances. Once the complete utility analysis is available, I will bring this back to the board.

#### Villas at the Bluff (VAB and VABII)

- Backflow Testing was performed on October 19, 2021, for both Villas properties.
- The 2022 Operating Budgets were submitted to the syndicators.
- Property insurance for VAB II greatly increased we had to make an additional payment of \$3,277.68 into our escrow account.
- The fencing project and replacement of dead trees was tabled till next year.



### **Grand Manor Apartments - USDA**

- Concrete project has been completed with a final cost of \$10,048. The patio under the gazebo was replaced, and the small utility shed was moved and sold. Several tripping hazards on the walkways were repaired. Next step is to install a bollard light.
- The 2022 Budget and proposed rent increases have been submitted to USDA.

### **DHA-Owned Houses (6 Units)**

- Remodel project: Todd completed several inspections to determine how to move forward. He is in the process of finalizing the detailed specifications and bidding documents for the A Street house. The job will be posted via the Western Colorado Contractors Association. We will also reach out to known bidders who we have worked with in the past. Todd is also obtaining quotes for the kitchen remodel for both houses.
- Sale of DHA-owned units – separate agenda item.

### **Residences at Delta**

- Grant Application with the Division of Housing (DOH): On October 13, 2021, the State Housing Board awarded a grant to DHA in the amount of 1.1 million dollars for Residences at Delta. DHA will turn around and loan the funds to TWG Development for the construction of the property and TWG will repay the funds to DHA over time.
- As previously mentioned, DHA is seeking to be the management agent for Residences at Delta and Red Stone Equity (syndicator) agreed that DHA will manage the property via a sub agreement with TWG Management. A draft of the management agreement between TWG and DHA is not available yet.
- The terms of the Special Limited Partnership have not yet been finalized but we are getting close.