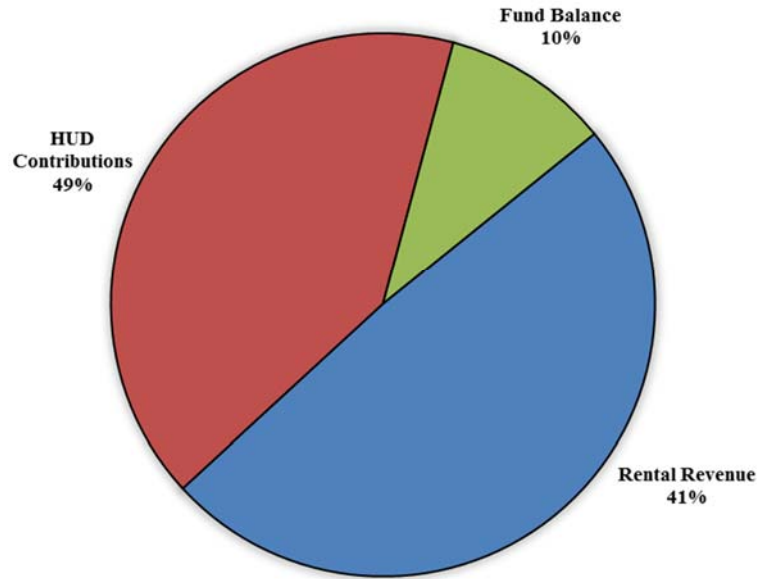


PUBLIC HOUSING FUND

The Public Housing Fund is used to account for federal grants restricted for the Town's public housing programs.

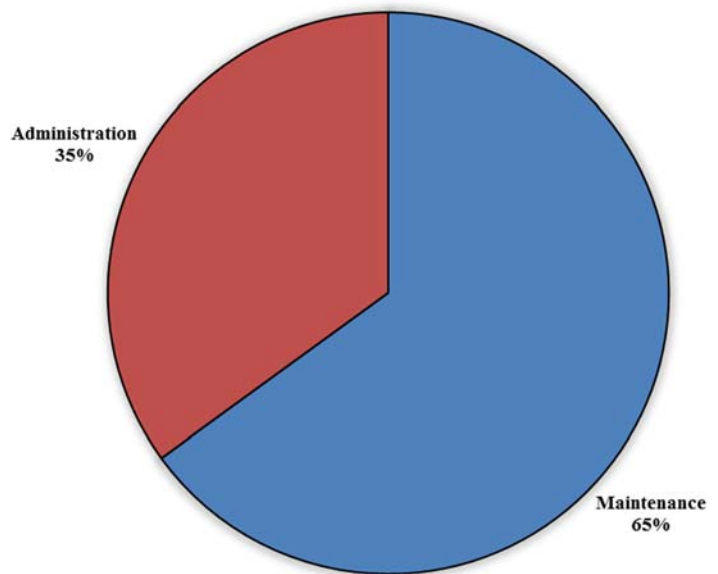
Since those with fewer than 400 units have been exempt each year from HUD's new funding model (AMPs) since 2007-08, we have returned to a simpler budget presentation comprised of Administrative and Maintenance divisions.

PUBLIC HOUSING REVENUES



Total \$2,182,460

PUBLIC HOUSING EXPENSES



PUBLIC HOUSING FUND DEPARTMENT

MISSION STATEMENT:

The mission of the Public Housing Fund Department is to provide decent, safe and well maintained affordable rental housing for Chapel Hill's 336 public housing families. Our mission is also to provide programs and services to help public housing families improve basic life skills and achieve economic independence.

The Public Housing Fund Department identified the following primary programs that are included in the adopted budget for 2019-20.

Program	Description
Rental Housing for Low-Income Families	Manage the 336 public housing units (13 locations) overseen by the Public Housing Fund Department. Monitor resident eligibility and administer rental assistance programs. Calculate and collect rental payments and manage the waiting list of those requesting residency.
Maintenance Services	Respond to requests for repair of rental units, appliances and fixtures. Respond to emergency repair requests on a 24 hour 7 day per week basis. Manage comprehensive modernization program that retrofits units on a rotating basis, including upgrading electrical systems, replacing doors and windows, installing central a/c and upgrading appliances.
Resident Services	Refer residents to outside agencies for job training or budgeting assistance when residents have difficulty paying rent. Refer residents to outside agencies in order to deal with social issues such as alcohol and drug dependency.

PUBLIC HOUSING FUND

Major Revenue Sources - Descriptions and Estimates

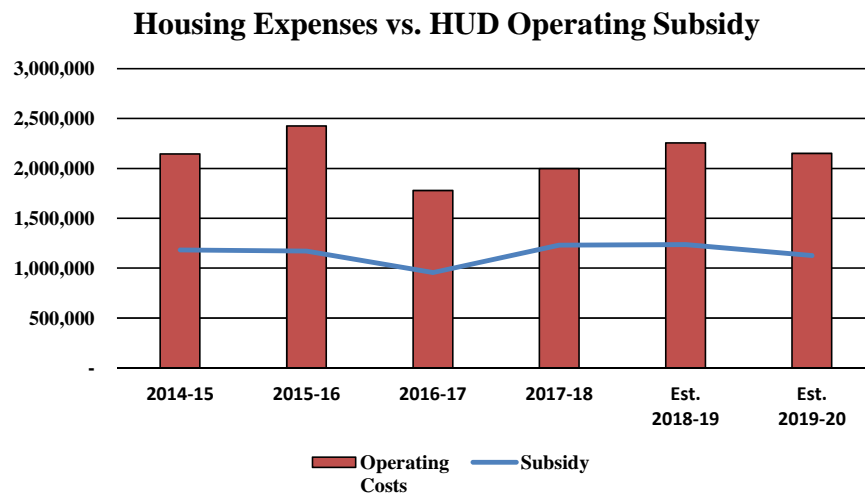
The Town’s Public Housing program provides for the administration and operation of the Town’s 336 public housing units, and is funded primarily through federal grants and rents paid by residents.

In 1987, the Chapel Hill Public Housing Authority was abolished by the Chapel Hill Town Council. Since then, the Town’s public housing program has been operated as a Town Department administered by Town staff and a Public Housing Director.

Primary revenue sources include dwelling rents paid by residents and operating grants from the Department of Housing and Urban Development (HUD). In the fall of 2005, HUD adopted a “new Operating Fund final rule” which prescribed a phased series of changes to public housing management and reporting requirements. As a first step of implementation, HUD determined to begin budgeting on a calendar year basis. Difficulty with the new online reporting model delayed funding determination, and HUD has been funding housing agencies for a few months at a time since 2008.

Smaller housing agencies have been allowed to opt out of Asset Management since 2008. HUD has continued to provide the exception to smaller units, one a year at a time. We believe that

“opting out” will continue permanently, and so have prepared the budget for 2019-20 under a simpler budget model that more closely reflects the way we are reporting to HUD, eliminating the necessity of separating expenditures into AMPs or Asset Management Projects.



HUD has provided funding estimates for calendar year 2019 but we have no information about calendar 2020. Based on interim allocations, our estimate of HUD’s subsidy for 2018-19 is \$1,236,797, about a 0.6% increase from the 2017-18 subsidy of \$1,229,562.

The Housing Department estimates dwelling rents, the second largest revenue for the Public Housing Fund, at about \$1,017,881 decrease over current year estimates due to a number of vacant units, tenant's income, and subsequent rent requirements.

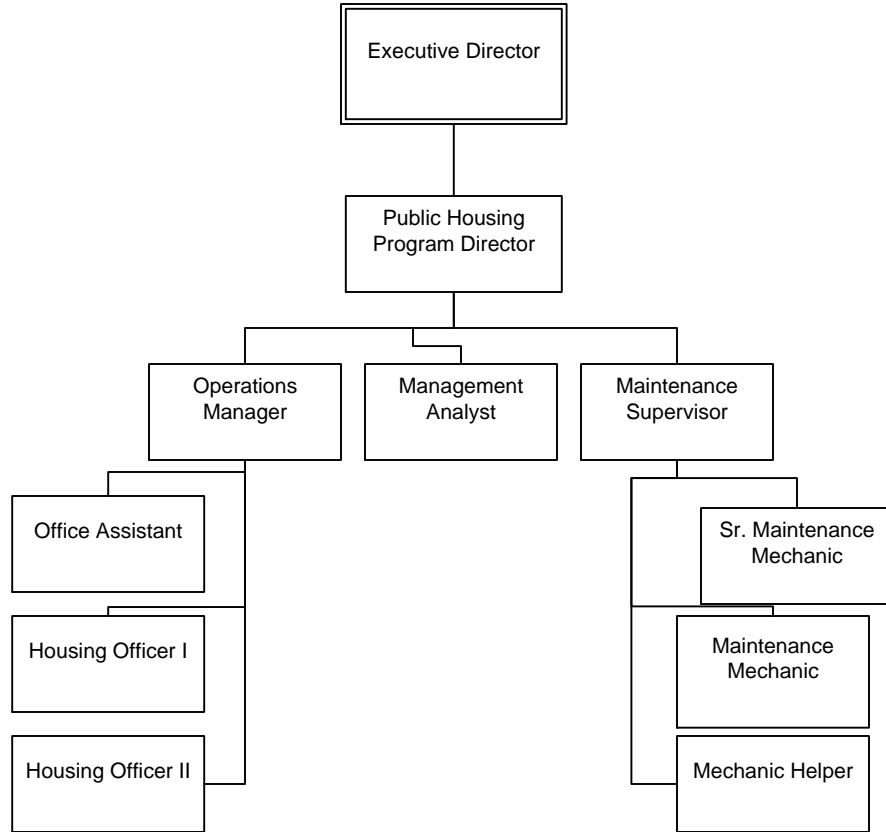
Major Expenditures and Estimates

Major expenditure categories include about \$1,243,895 for salaries and benefits, \$192,000 for utilities, \$92,200 for liability and flood insurance and about \$521,650 for maintenance of the units.

The personnel costs include a 3% pay adjustment and a 4.9% increase in health insurance costs.

	2018-19 Original Budget	2019-20 Adopted Budget	% Change from 2018-19
Salary & Benefits - Administration	\$ 563,062	\$ 499,595	-11.3%
Salary & Benefits - Maintenance	698,435	744,300	6.6%
Maintenance Costs	518,100	521,650	0.7%
Utilities	177,200	192,000	8.4%
Liability & Flood Insurance	90,200	92,200	2.2%
Other Expenses	157,375	132,715	-15.7%
Total Budget	\$ 2,204,372	\$ 2,182,460	-1.0%

PUBLIC HOUSING FUND



PUBLIC HOUSING
STAFFING COMPARISONS - IN FULL-TIME EQUIVALENTS

	2017-18 ADOPTED	2018-19 ADOPTED	2019-20 ADOPTED
Administration			
Director-Housing	1.00	1.00	1.00
Assistant Director	1.00	0.00	0.00
Operations Manager - Housing	0.00	1.00	1.00
Management Analyst	0.00	1.00	1.00
Office Assistant	1.00	1.00	1.00
Housing Officer II	1.00	1.00	1.00
Housing Officer I	1.00	1.00	1.00
Assistant Housing Officer	1.00	0.00	0.00
Division Totals	6.00	6.00	6.00
Maintenance			
Mechanic Supervisor	1.00	1.00	1.00
Maintenance Mechanic (Repair Worker, I, II, III)	8.00	8.00	8.00
Administrative Assistant	1.00	1.00	1.00
Division Totals	10.00	10.00	10.00
Housing Department Totals	16.00	16.00	16.00

¹ Grant-funded position.

PUBLIC HOUSING BUDGET SUMMARY

The Town's public housing units are funded primarily through federal grants from the U.S. Department of Housing and Urban Development and rents paid by residents. HUD's funding formula changed to implement Asset Based Budgeting in 2007-08, but each year, HUD has waived many Asset-based requirements for housing authorities of our size. We believe it is likely the waiver will be made permanent, so the budget for 2019-20 retains a simpler model that includes an Administrative Division and a Maintenance Division.

The 1.4% decrease in personnel is the result of a 3% pay adjustment, 4.9% increase in health insurance, and a 1.2% retirement increase, which is offset by employee turnover. The budget for 2019-20 reflects an estimate of the HUD subsidy anticipated for calendar year 2019. The Town anticipates a 5.0% increase in HUD subsidies and a 12.6% increase in rental revenues. Due to these increases, the town is anticipating it will have a significantly lower fund balance appropriation in 2019-20.

REVENUES


	2017-18 Actual	2018-19 Original Budget	2018-19 Revised Budget	2018-19 Estimated	2019-20 Adopted Budget	% Change from 2018-19
Revenue Summary						
HUD Contributions	\$ 1,229,562	\$ 1,072,644	\$ 1,072,644	\$ 1,236,797	\$ 1,126,092	5.0%
Rental Revenue	996,848	903,642	903,642	1,015,970	1,017,881	12.6%
Other Revenues	35,631	200	200	200	200	0.0%
Interest Income	1,454	1,394	1,394	1,663	1,680	20.5%
Appropriated Fund Balance	-	226,492	231,022	-	36,607	-83.8%
Total Revenues	\$ 2,263,495	\$ 2,204,372	\$ 2,208,902	\$ 2,254,630	\$ 2,182,460	-1.0%

EXPENDITURES

	2017-18 Actual	2018-19 Original Budget	2018-19 Revised Budget	2018-19 Estimated	2019-20 Adopted Budget	% Change from 2018-19
Personnel	\$ 961,730	\$ 1,261,497	\$ 1,261,497	\$ 925,154	\$ 1,243,895	-1.4%
Operating	1,035,196	942,875	947,405	951,884	938,565	-0.5%
Contribution to Reserve	266,569	-	-	377,592	-	N/A
Total	\$ 2,263,495	\$ 2,204,372	\$ 2,208,902	\$ 2,254,630	\$ 2,182,460	-1.0%

PUBLIC HOUSING

Performance Measures

 AFFORDABLE HOUSING	Strategic Objectives ➤ To provide decent, safe, and well maintained affordable rental housing for low-income residents
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Core Business Program	Performance Measure	FY17 Actual	FY18 Actual	FY19 Estimate	FY20 Target
Public Housing	1. HUD's PHAS rating	93%	90%	78%	100%
	2. % of routine work orders completed within 3 - 5 days	84%	*	80%	100%
	3. % of work orders initiated by residents	88%	*	65%	33%
	4. % of Public Housing units with access/use to free High Speed Wi-Fi	100%	*	40%	100%
	5. % of work orders initiated by Maintenance Mechanics	16%	65%	35%	66%
	6. % of vacant units occupied within 20 days or less	80%	54	85	100%
	7. # of move-ins during the last 30 days	8%	5	3	25%
	8. Average # of calls received via the after hour line monthly	75%	25	54	35%
	9. Average number of persons attending a food bank in Public Housing	64%	75	35	75%
	10. % of Public Housing Residents employed	2%	45	5	25%
	11. % of new admissions homeless at the time of admission	*	*	*	*

* This is a new measure. Data for previous reporting periods is not available.

COMMUNITY DEVELOPMENT PROJECT ORDINANCES
U.S. Department of Housing and Urban Development
Community Development Program
Summary of Activities

The Town became an "entitlement" Community Development city in 1984, which means that the Town is entitled to receive Community Development grant funds annually upon submission of a final statement. Community Development grants awarded by Housing and Urban Development are implemented pursuant to grant project ordinances authorized by General Statute 159-13.12. Budgets are adopted throughout the year as the grant awards are received.

The 2014 project ordinance budgets a \$403,505 grant and \$7,338 program income, for public housing improvements, homeownership assistance, code enforcement, after school programs, community and homelessness outreach, and youth skills development programs.

The 2015 project ordinance budgets a \$404,761 grant and \$7,338 program income, for public housing improvements, homeownership assistance, code enforcement, after-school programs, summer youth employment programs, and youth skills development programs, community and homelessness outreach, homeowner housing improvements.

The 2016 project ordinance budgets a \$387,702 grant and \$7,338 program income, for public housing improvements, homeownership assistance, homeowner housing improvement programs, code enforcement, neighborhood revitalization activities, summer youth employment programs, homelessness outreach and case management, youth skills development and community literacy programs.

The 2017 project ordinance budgets a \$380,825 grant and \$38,046 program income, for public housing improvements, homeownership assistance, homeowner housing improvement programs, code enforcement, neighborhood revitalization activities, summer youth employment programs, and homelessness case management.

The 2018 project ordinance budgets a \$418,344 grant and \$21,777 program income, for public housing improvements, homeownership assistance, homeowner housing improvement programs, code enforcement, neighborhood revitalization activities, summer youth employment programs, and homelessness case management.

