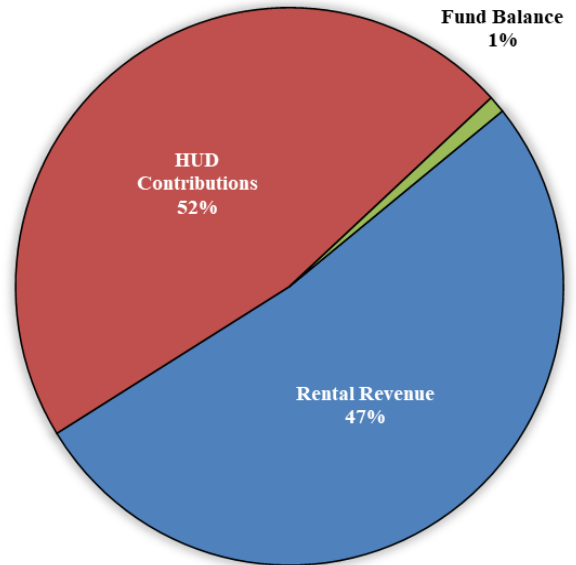


PUBLIC HOUSING FUND

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

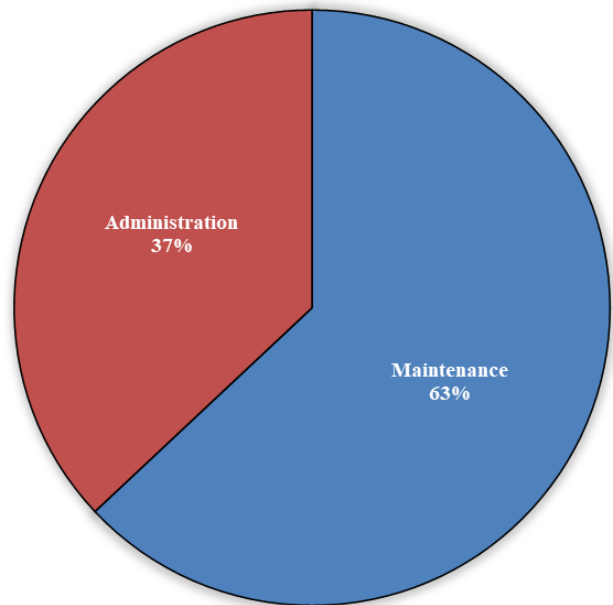
Since those with fewer than 400 units have been exempt each year from HUD's new funding model (AMPs) since 2007-08, we have returned to a simpler budget presentation comprised of Administrative and Maintenance divisions.

PUBLIC HOUSING REVENUES



Total \$2,588,770

PUBLIC HOUSING EXPENSES



PUBLIC HOUSING FUND

MISSION STATEMENT:

The mission of the Department of Public Housing is to create strong, sustainable, inclusive communities and quality affordable homes for all. The department also aims to provide programs and services to help public housing tenants improve basic life skills and achieve economic independence.

The Department of Public Housing identified the following primary programs that are included in the adopted budget for 2023-24.

Program	Description
Rental Housing for Very Low-Income Families (30% AMI)	Manage 296 housing units (12 locations) overseen by the Department of Public Housing. Monitor tenant 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, major appliances, and fixtures. Respond to emergency repair requests on a 24-hour/7 days per week basis. Manage a comprehensive modernization program that retrofits units on a rotating basis, including upgrading electrical systems, replacing doors and windows, and upgrading appliances.
Resident Services	Connect residents with outside agencies and community partners to assist them in meeting challenges and improving their quality of life.

PUBLIC HOUSING FUND

Major Revenue Sources - Descriptions and Estimates

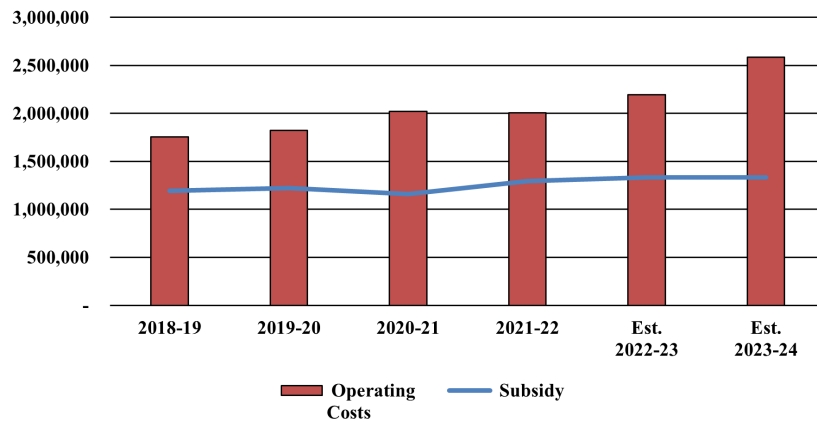
The Town’s Public Housing program provides for the administration and operation of the Town's 296 public housing units and is funded primarily through federal grants and rents paid by residents.

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 year at a time. We believe that “opting out” will continue permanently, and so have prepared the budget for 2023-24 under a simpler budget model

Housing Expenses vs. HUD Operating Subsidy



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 2023 but we have no information about calendar year 2024. Based on interim allocations, our estimate of HUD’s subsidy for 2022-23 is \$1,333,748, about a 3% increase from the 2021-22 subsidy of \$1,292,293.

The Housing Department estimates dwelling rents, the second largest revenue for the Public Housing Fund, at about \$1,213,387, which is in line with current year estimates.

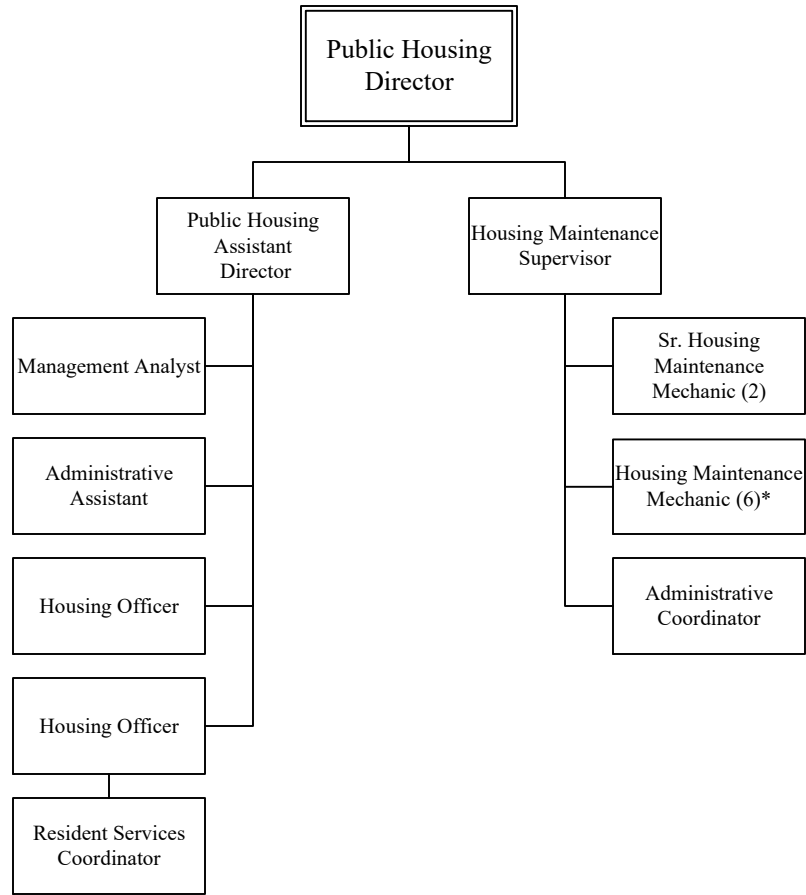
Major Expenditures and Estimates

Major expenditure categories include \$1,601,987 for salaries and benefits, \$213,450 for utilities, \$75,000 for liability and flood insurance, and \$569,056 for maintenance of the units.

The personnel costs include a 5% of market pay increase and a 0.75% retirement contribution increase, as well as a new Maintenance Mechanic position split with Affordable Housing and Community Connections.

	2022-23 Original Budget	2023-24 Adopted Budget	% Change from 2022-23
Salary & Benefits - Administration	\$ 597,993	\$ 740,043	23.8%
Salary & Benefits - Maintenance	847,002	861,944	1.8%
Maintenance Costs	555,994	569,056	2.3%
Utilities	213,400	213,450	0.0%
Liability & Flood Insurance	75,000	75,000	0.0%
Other Expenses	127,535	129,277	1.4%
Total Budget	\$ 2,416,924	\$ 2,588,770	7.1%

PUBLIC HOUSING



*One Maintenance Mechanic position is split with Affordable Housing & Community Connections.

PUBLIC HOUSING
STAFFING COMPARISONS - IN FULL-TIME EQUIVALENTS

	2021-22	2022-23	2023-24
	ADOPTED	ADOPTED	ADOPTED
Administration			
Director - Housing	1.00	1.00	1.00
Assistant Director - Housing	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Housing Officer	2.00	2.00	2.00
Resident Services Coordinator	0.00	1.00	1.00
Division Totals	<u>6.00</u>	<u>7.00</u>	<u>7.00</u>
Maintenance			
Maintenance Supervisor	1.00	1.00	1.00
Maintenance Mechanic (Repair Worker, I, II, III) ¹	8.00	7.00	7.50
Administrative Coordinator	1.00	1.00	1.00
Division Totals	<u>10.00</u>	<u>9.00</u>	<u>9.50</u>
Housing Department Totals	<u><u>16.00</u></u>	<u><u>16.00</u></u>	<u><u>16.50</u></u>

¹ One Maintenance Mechanic position is split with AH&CC.

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 2023-24 retains a simpler model that includes an Administrative Division and a Maintenance Division.

The 10.9% increase in personnel is the result of the addition of a new Maintenance Mechanic position split with Affordable Housing and Community Connections, as well as a 0.75% retirement increase and a salary increase. The operating budget increased 1.5% due to vehicle maintenance and fuel, and contracted services such as plumbing contractors and bulk trash removal. The budget for 2023-24 reflects an estimate of the HUD subsidy anticipated for calendar year 2023. The Town anticipates increases in HUD subsidies and rental revenues. The Town also anticipates it will have a lower fund balance appropriation in 2023-24.

REVENUES


	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Revenue Summary						
HUD Contributions	\$ 1,292,293	\$ 1,274,426	\$ 1,274,426	\$ 1,333,748	\$ 1,333,748	4.7%
Rental Revenue	1,093,568	1,062,060	1,062,060	1,232,278	1,213,387	14.2%
Other Revenues	114,855	400	400	400	400	0.0%
Interest Income	517	1,715	1,715	20,000	20,000	1066.2%
Cares Act	113,922	-	-	-	-	N/A
Appropriated Fund Balance	-	78,323	79,338	-	21,235	-72.9%
Total Revenues	\$ 2,615,155	\$ 2,416,924	\$ 2,417,939	\$ 2,586,426	\$ 2,588,770	7.1%

EXPENDITURES

	2021-22 Actual	2022-23 Original Budget	2022-23 Revised Budget	2022-23 Estimated	2023-24 Adopted Budget	% Change from 2022-23
Personnel	\$ 999,540	\$ 1,444,995	\$ 1,444,995	\$ 1,211,201	\$ 1,601,987	10.9%
Operating	1,007,598	971,929	972,944	984,914	986,783	1.5%
Contribution to Reserve	608,017	-	-	390,311	-	N/A
Total	\$ 2,615,155	\$ 2,416,924	\$ 2,417,939	\$ 2,586,426	\$ 2,588,770	7.1%

PUBLIC HOUSING

Performance Measures

 <p>Affordable Housing & Housing Production</p>	<p>Strategic Objectives</p> <ul style="list-style-type: none"> ➤ To provide decent, safe, and well maintained affordable rental housing for low-income residents
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Core Business Program	Updated Performance Measure	FY21 Actual	FY22 Actual	FY23 Actual	FY24 Target
Public Housing	HUD's PHAS rating	58%	58%	58%	75%
	Percentage of elected officials and staff who have completed "Lead the Way" training	New for FY24	New for FY24	100%	100%
	Number of units inspected through Preventative Maintenance Inspections and repairs made	New for FY24	New for FY24	9 units*	257 (10 neighborhoods)
	Average number of work orders opened	New for FY24	New for FY24	590	800**
	Average # of days to complete a routine work order	2.2	1.73	1.5	< 2
	Average Capital Fund Expenditures for HUD Grants 2020 and 2021	New for FY24	New for FY24	2020: 70% expended 2021: 35% expended	2020: 100% expended 2021: 70% expended
	Average Number of Crime Reports (monthly)	New for FY24	New for FY24	5	0
	Average # of days to turnover a vacant unit	New for FY24	New for FY24	94	20
	Average # of persons attending the Food Bank	873	2,061	1,500	3,000
	Average # of calls received via the after-hour line	85	67	54	35
	% of Public Housing residents employed	64%	56%	66%	> 65%
	% of new tenants homeless at time of admission	3%	1%	5%	> 3%

*Began PM inspections at end of FY23, completed one neighborhood (Lindsay Street, which is 9 units). Maintenance's goal is to complete one neighborhood/month, with some of the larger neighborhoods like Craig Gomain and S. Estes taking two months.

**We will have a pest control and safety inspection for every unit every month: 296 units x 2= 592; plus preventative maintenance for every unit in one neighborhood a month (9-44 units depending on neighborhood), plus unit turnaround work orders (estimate 3-5 turns a month), plus appliance replacements each quarter (range from 9-44 a month, depending on one or more neighborhoods), plus call-ins by tenants. Estimate about 800/month.

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.

The 2019 project ordinance budgets a grant of \$386,584 for homeownership assistance, housing improvement programs for homeowners, code enforcement, neighborhood revitalization activities, the summer youth employment program, youth counseling services, and homelessness case management.

The 2020 project ordinance budgets a \$417,591 grant and \$7,339 program income for homeownership assistance, homeowner housing improvement programs, emergency housing assistance, the summer youth employment program, youth counseling services,

and homelessness case management. There were also two COVID-19 related CDBG-CV ordinances in 2020:

- The Coronavirus funding round 1 project ordinance budgeted a grant of \$245,693 for emergency housing assistance and homelessness case management.
- The Coronavirus funding round 3 project ordinance budgeted a grant of \$290,902 for remote learning scholarships, neighborhood support centers, and staffing and supplies for the food bank.

The 2021 project ordinance budgets a \$418,300 grant and \$7,339 program income for affordable rental acquisition and rehabilitation, homeowner housing improvement programs, neighborhood revitalization activities, youth counseling services, and homelessness case management.

The 2022 project ordinance budgets a \$419,755 grant and \$51,964 program income for homeownership assistance, homebuyer counseling, homeowner housing improvement programs, neighborhood revitalization, summer youth employment programs, youth counseling services, and homelessness case management.