

Housing Authority of the City of New Bern

BOARD OF COMMISSIONERS MEETING

Monday, December 19, 2016

4:30 p.m.

Trent Court Auditorium

837 South Front Street

AGENDA

1. Call to Order
2. Roll Call
3. Public Comment Period
4. Approval of Minutes – Board Meeting of November 21, 2016
5. Police Department Report
6. Fire Department Report
7. Finance Department Report – Alan Reese
8. Public Housing Report – Virginia Stanley
9. CNI Report – Tharesa Lee
10. Old/ New Business
 - a. Consideration of Resolution 12.16.01 – Operating Budget for the Fiscal Year ending 12/31/2017
12. Executive Director's Report
13. Adjourn

HOUSING AUTHORITY OF THE CITY OF NEW BERN

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS HELD ON MONDAY, NOVEMBER 21, 2016

A meeting of the Board of Commissioners of the Housing Authority of the City of New Bern ("Authority") was held at 4:30 p.m. on Monday, November 21, 2016, in the Authority's Administrative Office, New Bern, North Carolina, which is the place, hour, and date set forth in the notice announcing the meeting.

Chair Monte called the meeting to order at 4:30 p.m.

Roll call was as follows:

Present:

Joseph J. Anderson (Arrived after roll call)
Carol B. Becton
William A. Frederick, Jr.
Thomas C. Hardin
Molichia Hardy
Barbara Lee
Peter T. Monte
Robert W. Overman
Steven M. Strickland

Absent:

Willie W. Newkirk, Sr.
Joshua W. Willey, Jr.

Following roll call, Chair Monte determined that a quorum was present. Chair Monte stated that Mr. Newkirk and Mr. Willey had notified him ahead of time that they would be unable to attend.

Martin Blaney, Executive Director, James W. Norment, attorney, and Stephanie Crosby, paralegal, from Ward and Smith, P.A. also were present.

Members of the public and staff were present.

Public Comment Period

No public comments were made.

Minutes of October 17, 2016 Meeting

Commissioner Hardin made a motion to approve the minutes of the October 17, 2016 meeting of the Board of Commissioners. Commissioner Lee seconded the motion. The motion was approved unanimously.

Police Department Report – Officer Hollowell

Officer Hollowell presented the report which was included in the board packet. There were two incidents reported in Trent Court and none in New Bern Towers.

Fire Department Report

No report was submitted by the Fire Department and Mr. Blaney reported that there was a small oven fire but no damage.

Finance Report – Arlene Livingston

Ms. Livingston reviewed the Finance Report which was included in the board information packet. Commissioner Hardy made a motion to approve the Finance Report. Commissioner Frederick seconded the motion. The motion was approved unanimously.

Public Housing Report – Virginia Stanley

Ms. Stanley presented the Public Housing Report which was included in the board information packet. Occupancy in Trent Court as of the end of October was 97% and New Bern Towers was 92%. There were sixty-six termination letters done for October in Trent Court and ten termination letters for New Bern Towers. There were seven cases of nonpayment at the November 1, 2016 Court session and six were resolved without writs being filed. There is one writ to be served.

Choice Neighborhoods Report – Tharesa Lee

Ms. Lee presented the Choice Neighborhoods Report which was included in the board information packet. The second Grassroots Leadership Academy graduated with the ceremony being held at City Hall. Work is underway on a resource center that will be located on Broad Street and will be a "one stop shop" for finding resources in Five Points.

Old/New Business

1. Christmas Party – Christmas party will be held on Friday, December 9, 2016 at the Authority office. The commissioners should let Ms. Livingston know if they would like to attend.
2. 2017 Low-Income Public Housing Annual Plan – Mr. Blaney presented the 2017 Annual Plan which was included in the board information packet. Commissioner Frederick made a motion to approve the following resolution:

ADOPTION OF THE 2017 ANNUAL PLAN FOR THE
HOUSING AUTHORITY OF THE CITY OF NEW BERN

WHEREAS, the Annual Contributions Contract between the U. S. Department of Housing and Urban Development (HUD) and the Housing Authority of the City of New Bern (NBHA) requires, and federal regulations also require, NBHA to review and update its Annual and Five-Year Plan as needed;

WHEREAS, the 2017 Annual Plan has been drafted and the NBHA desires adoption of the Plan as presented, and;

WHEREAS, a notice was posted in all Housing Authority site offices to actively seek public comment on the Plan and a public hearing was held on October 3, 2016 to gather public input, and the comments received were seriously considered by Housing Authority staff;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, the governing body of the NBHA, that the Authority needs to adopt an updated Annual Plan every year to comply with HUD regulations. A copy of the 2017 Annual Plan is attached as Exhibit A. The 2017 Annual Plan is hereby adopted for use by the NBHA pursuant to the rules and regulations promulgated by HUD to include the Quality Housing and Work Responsibility Act of 1998 as amended and is effective January 1, 2017.

Commissioner Hardin seconded the motion. The motion was approved unanimously.

3. 2017 Capital Fund Program Budget – Mr. Blaney explained how the 2017 Capital Fund Program will work. The Authority is forecasting that it will receive \$309,000 for 2017. The work to be done with the funds will be to replace roofs and do sewer work in Trent Court.

Commissioner Frederick made a motion to approve the Capital Fund program Budget. Commissioner Strickland seconded the motion. The motion was approved unanimously.

Executive Director's Report

Mr. Blaney presented the Executive Director's Report which was included in the board information packet.

1. REAC Inspection at New Bern Towers – As a follow-up to last month's meeting, the Authority received the report from HUD regarding the physical inspection. The report gives a score of 87 which is considerably better than last year's score of 56 and well above a passing score of 60.

Mr. Blaney talked to Eddie Fitzgerald at The Sun Journal about the improvements made at New Bern Towers and Mr. Fitzgerald is interested in writing a story.

The paint policy that was discussed in July has been implemented. Thirty-seven units were eligible for re-painting. Of those, twenty-seven have been painted or will be completed this week. Ten people turned down the offer to paint. Staff inspected those units and found the paint to be in good condition so the residents were not required to have their units painted.

2. Trent Court Playground – The equipment has been delivered. There should be some progress by the meeting today.

3. Charles Taylor Building – The architecture and engineering firms are continuing to work on this project. Mr. Blaney hopes to have their recommendations by the end of the year. Commissioner Lee thinks the building could be used as a multi-purpose facility and the Authority might even be able to get grants for some of it.

4. Gaston Avenue Project – Laurel Street Residential received 9% low-income housing tax credits from the North Carolina Housing Finance Agency. They are planning to develop 80 units (40 one-bedroom and 40 two-bedroom) of affordable housing at the end of Third Avenue near the Stanley White Recreation Center. They expect construction to be complete in the summer of 2018. The 42 replacement vouchers that the Authority will receive from HUD following the demolition of the 42 flood-plain units in Craven Terrace will be assigned to the Laurel Street development. Twin Rivers Opportunities will administer the vouchers.

5. Penrose/Trent Court – Several sites have been selected as suitable sites for development. Three brokers have expressed an interest in working with the Authority but only one has come through so far. There must be an option to purchase in place before the Authority can submit a 9% low-income housing tax credit application in May 2017.

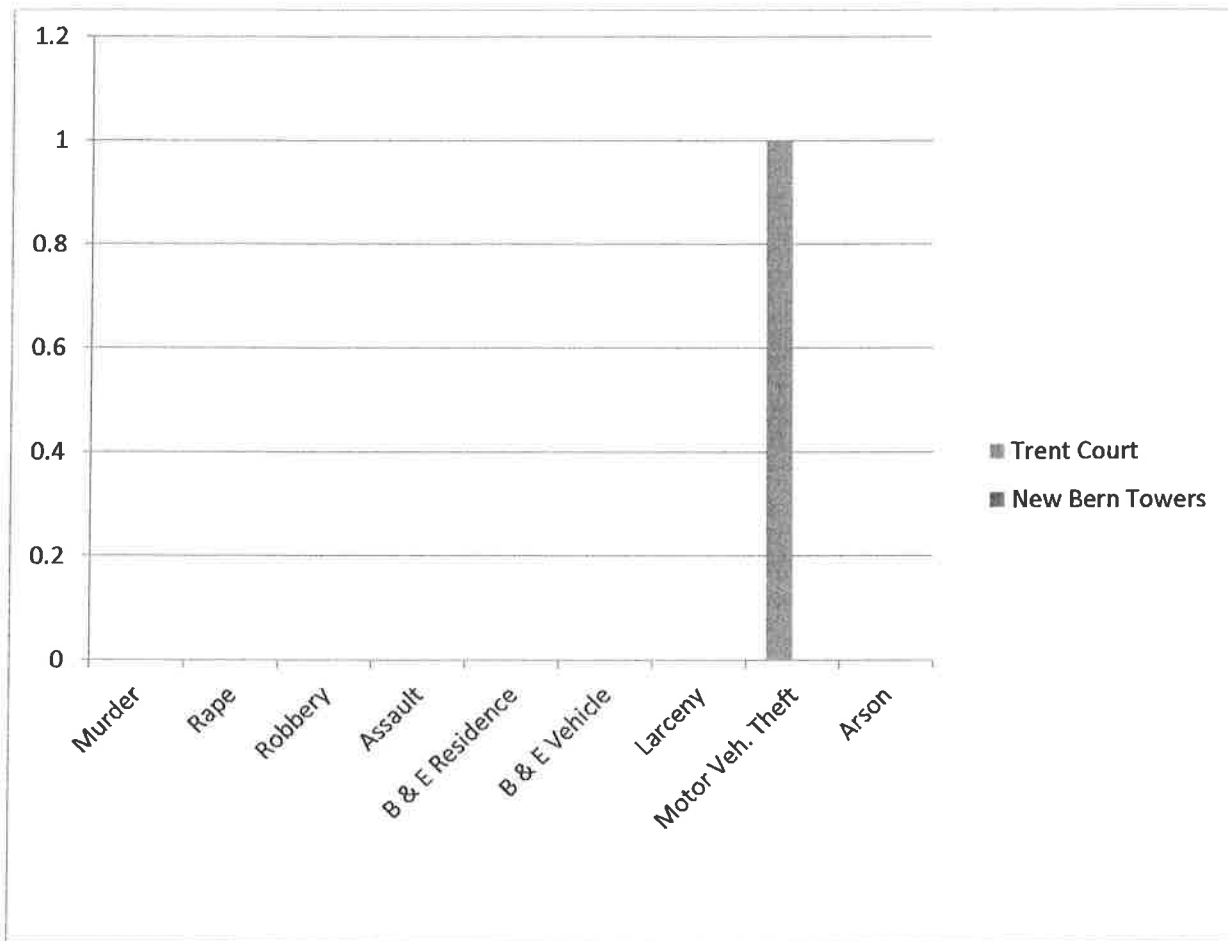
6. Trent Court REAC – The Authority just received the score from the inspection that was conducted a year ago and Trent Court received a 76. Mr. Blaney just received the score today and has not had a chance to review the report.

7. 2015 Audit – The 2015 Audit has been approved by HUD.

There being no further business, the meeting was adjourned at 5:25 p.m.

Part 1 Crimes November 16, thru December 14, 2016

Offenses	Trent Court	New Bern Towers	TOTAL
Murder			
Rape			
Robbery			
Assault			
B & E Residence			
B & E Vehicle			
Larceny			
Motor Veh. Theft	1		1
Arson			



Noted Incidents

Trent Court:

On 12/04/2016, a female tenant in the "H" Building reported that her vehicle was towed away for unknown reasons. She said there were no lien's against her vehicle because it is paid off. There are no suspect(s) at this time.

New Bern Towers:

No activity reported

New Bern Housing Authority

Income Statement

October 31, 2016

	Trent Court 1.01	Craven Terrace 1.02	Admin Cost 2	CHI Business Activity 4	NBT 9	Consolidated Income Statement Total
Dwelling Rental	\$ 437,841.50			\$ -	\$ 252,254.00	\$ 690,095.50
HAP from HUD		\$ -				\$ -
Excess Utilities	\$ 40,223.95					\$ 40,223.95
Revenues HUD PHA Grants	\$ 705,659.50	\$ 1,014,891.00				\$ 1,720,550.50
CFP Soft Cost Subsidy	\$ 135,045.00	\$ 379,515.00				\$ 514,560.00
Interest on GF Investments	\$ 624.41	\$ -		\$ -	\$ 214.03	\$ 838.44
Other Income	\$ 14,417.06			\$ -	\$ 3,482.24	\$ 17,899.30
Late Charges	\$ 11,565.00			\$ -	\$ 1,560.00	\$ 13,125.00
HAP to Craven Terrace I & II		\$ (1,482,178.29)				\$ (1,482,178.29)
Other Income Pepsi Cola					\$ 200.99	\$ 200.99
Other Income laundry					\$ 5,096.00	\$ 5,096.00
Bad Debt Recovery	\$ 4,153.45	\$ -				\$ 4,153.45
Hap Payment					\$ 471,394.00	\$ 471,394.00
Development Revenue				\$ -		\$ -
Total Operating Revenue	\$ 1,349,529.87	\$ (87,772.29)	\$ -	\$ -	\$ 734,201.26	\$ 1,995,958.84
Administrative Salaries	\$ 115,498.48		\$ 145,419.56	\$ 40,049.77	\$ 52,087.12	\$ 353,054.93
Legal Expenses	\$ 132.50		\$ 12,634.00	\$ 18,785.25	\$ -	\$ 31,551.75
Staff Training	\$ 5,197.39		\$ 7,707.80	\$ 4,494.44	\$ 5,854.58	\$ 23,254.21
Publications	\$ 1,667.13		\$ 215.98		\$ 305.50	\$ 2,188.61
Accounting Fees			\$ 63,996.88		\$ -	\$ 63,996.88
Audit Fees	\$ 6,750.00		\$ 3,750.00	\$ 11,250.00	\$ 3,250.00	\$ 25,000.00
Telephone	\$ 7,258.13				\$ 37,075.98	\$ 44,334.11
Payroll Taxes and emp. benefits	\$ 55,708.90		\$ 61,439.31	\$ 13,831.75	\$ 25,507.21	\$ 156,487.17
Office Expense	\$ 8,079.59		\$ 1,701.00	\$ 99.69	\$ 2,464.63	\$ 12,344.91
Laundry Admin Expense	\$ 4,054.98		\$ 1,927.98	\$ 4,782.28	\$ 1,458.01	\$ 12,223.25
Resident Council	\$ 2,850.23	\$ 4,100.57			\$ 507.44	\$ 7,458.24
Tenant Service Salaries	\$ -			\$ -	\$ -	\$ -
Consulting Expense				\$ 4,797.09	\$ -	\$ 4,797.09
Recreation/Pub/Other	\$ -			\$ 25.23	\$ 1,060.00	\$ 1,085.23
Water	\$ 183,949.21				\$ 83,952.46	\$ 267,901.67
Electricity	\$ 193,468.62				\$ 87,123.51	\$ 280,592.13
Gas-building	\$ 62,071.05				\$ 4,852.74	\$ 66,923.79
Labor Salaries	\$ 157,776.01				\$ 44,045.01	\$ 201,821.02
Casual Labor	\$ -				\$ 4,399.91	\$ 4,399.91
Materials	\$ 35,380.86				\$ 32,514.21	\$ 67,895.07
Materials - Capitalized					\$ 21,584.86	\$ 21,584.86
Materials - Reno					\$ 1,081.11	\$ 1,081.11
Computer Expense	\$ 10,546.76		\$ 1,235.00		\$ 2,311.14	\$ 14,092.90

New Bern Housing Authority
Income Statement
October 31, 2016

	Trent Court 1.01	Craven Terrace 1.02	Admin Cost 2	CHI Business Activity 4	NBT 9	Consolidated Income Statement Total
Repairs and Maintenance	\$ 23,410.79				\$ 72,302.94	\$ 95,713.73
Repairs and Maintenance - Capitalized					\$ 35,942.62	\$ 35,942.62
Repairs and Maintenance - Reno					\$ 30,737.00	\$ 30,737.00
Garbage and Trash removal	\$ 26,380.24				\$ 2,574.68	\$ 28,954.92
Extermination-Maintenance Expense	\$ 14,031.50				\$ 2,033.00	\$ 16,064.50
Payroll Taxes and emp. benefits - Maint.	\$ 74,810.23				\$ 27,614.80	\$ 102,425.03
Repairs and Maintenance Truck	\$ 2,314.05				\$ 1,130.42	\$ 3,444.47
Heating and Air	\$ 21,745.53				\$ 362.57	\$ 22,108.10
Gas-Truck	\$ 2,443.30		\$ 1,401.99		\$ 1,033.24	\$ 4,878.53
Security System	\$ 155.00				\$ 1,275.85	\$ 1,430.85
Protective Services	\$ 7,070.00				\$ -	\$ 7,070.00
Insurance	\$ 60,706.40		\$ 1,998.70		\$ 32,640.76	\$ 95,345.86
W/C Insurance Expense	\$ 11,135.49		\$ 5,954.75	\$ 1,630.33	\$ 3,913.34	\$ 22,633.91
License, Taxes and Recycling Fee	\$ 13,324.70			\$ 14,461.50	\$ 3,816.00	\$ 31,602.20
Eviction Expense	\$ 11,812.00				\$ 795.00	\$ 12,607.00
App. Screening	\$ 1,936.15				\$ 966.52	\$ 2,902.67
Uniforms	\$ 6,153.09				\$ 2,770.49	\$ 8,923.58
Storage management			\$ 175.00		\$ -	\$ 175.00
Adm Cost Allocation	\$ 207,300.61		\$ (309,557.95)		\$ 102,257.34	\$ -
Total Operating Expenses	\$ 1,335,118.92	\$ 4,100.57	\$ -	\$ 114,207.33	\$ 733,601.99	\$ 2,187,028.81
Total Rev. & Oper. Expenses	\$ 14,410.95	\$ (91,872.86)	\$ -	\$ (114,207.33)	\$ 599.27	\$ (191,069.97)
CFP NC19P005501-14	\$ 135,045.00					\$ 135,045.00
CFP 501-14 Rev. Soft Cost Contra	\$ (135,045.00)					\$ (135,045.00)
CFP NC19P005501-15	\$ 104,673.96	\$ 379,515.00				\$ 484,188.96
CFP 501-15 Rev. Soft Cost Contra		\$ (379,515.00)				\$ (379,515.00)
Insurance Proceeds	\$ -					\$ -
Total Other Rev. & Expenses	\$ 104,673.96	\$ -	\$ -	\$ -	\$ -	\$ 104,673.96
Total Net Income (Loss)	\$ 119,084.91	\$ (91,872.86)	\$ -	\$ (114,207.33)	\$ 599.27	\$ (86,396.01)

New Bern Housing Authority Vacancy Report

OCTOBER 2016 – NOVEMBER 2016

Public Housing

	Ending OCT Occupancy	NOV Move Outs	NOV Move Ins	Total NOV Occupancy	# Vacant	Occupancy % NOV
Trent Court 218 (*215)	211 (*208)	4	2	209 (*206)	9 (*6)	96%

*3 Units offline in Trent Court

Section 8 - New Construction

	Ending OCT Occupancy	NOV Move Outs	NOV Move Ins	Total NOV Occupancy	# Vacant	Occupancy % NOV
NBT 106	97	1	1	97	9	92%

NOVEMBER 2016

	Pending terminations for non-payment	Pending terminations for criminal lease violations	Pending terminations for other lease violations
Trent Court	75 (14-day)	0	0
New Bern Towers	7 (30-day)	0	0

Court Session held on DECEMBER 6, 2016

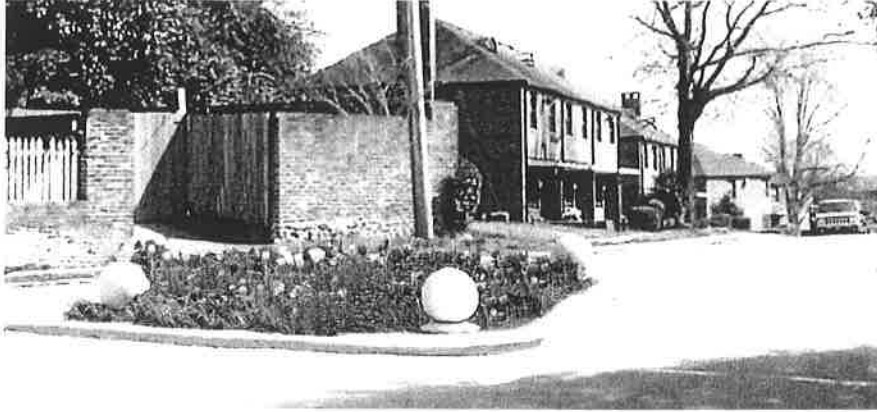
5 cases – nonpayment

Residents must pay by 12/16/16; info will be updated on 12/19/16

	# Cases to be heard	#Tenants vacated after court	# Tenants paid all court chgs	# Writs filed/ to be filed	#Writs to be served	#Writs served; 7- day wait or vacated
Trent Court	4					
New Bern Towers	1					

Updated 12/14/16

LOOKING AHEAD TO REDEVELOPMENT



Many thanks to Cheryl Reed, Resident Council President and Della Walley, RCS for attending #givingtuesday video promotion of local partners along with 70 other partner agencies for CNI, NBHA & PMI.



Hope you will join me on January 19@ New Bern Convention Center in celebration of my 2016 chairmanship and the passing of the gavel. Our special guest will be Tracy Williams, former Harlem Globetrotter, Carteret County native.

- ◆ CNI partnering with Craven County Re-Entry Council, the City of New Bern, Craven County and Craven Community College for its new community workshop on recidivism and its cure.
REVIVE has begun meeting again with all of its partners to rebrand Greater Five Points. A new pocket park for Broad Street will be coming soon in partnership with Greater Duffyfield Residents Council, REVIVE 5, Swiss Bear and Choice Neighborhoods.
- ◆ 2017 new Resource Center on Broad Street
- ◆ 2017-Health Wellness Initiative with several partners
- ◆ 2017 - Lunch n Learns with Trent Court Residents Council and Twin Rivers YMCA.
- ◆ HRD classes continue at Craven Community College
- ◆ City Center Market continues to progress. Just applied for another grant to continue improvements to the site.
- ◆ Continuing to work with Penn Rose on Trent Court Redevelopment.



Grassroots Leadership Team in Greensboro

Website/Facebook Page

The website and Facebook is a work in progress. Please continue to promote the website as an information portal to community resources, policy changes, good news, and other changes

TO: Board of Commissioners

FROM: Martin Blaney, Executive Director



RE: 2017 Low-Income Housing Authority Operating Budget

DATE: December 19, 2016

HUD requires that an operating budget be adopted prior to the start of the fiscal year. Our fiscal year runs from January 1 to December 31. Accordingly, I hope that the Board approve a budget during tonight's meeting.

Last year we had just closed on Craven Terrace when the budget was prepared. Due to fiscal uncertainties the Board adopted a budget with the understanding that a revision would probably be necessary. The Board later approved Revision No. 1 in May 2016. Those budget forecasts proved to be fairly accurate as reflected in the monthly finance reports.

The 2017 budget, attached, uses Revision No. 1 as its foundation. In most budget line items, an inflation factor was applied to the 2016 figure. Where more significant change was expected (lower insurance costs, for instance), budget figures were revised accordingly.

(I intended to include the purchase of a new vehicle. We currently have two vehicles for staff use. Both vehicles are old and I have misgivings when staff use them for out of town travel. Consequently, I was going to suggest a trade-in and purchase of a new vehicle. However, the financial team recommended that such an expense be made from the Capital Fund budget which the Board approved last month. I will bring this matter before the Board in 2017.)

We will be glad to answer any questions you have on Monday.

Attachment

NEW BERN HOUSING AUTHOR. . Y

2017 OPERATING BUDGET

December 19, 2017

	Community					Total
	Trent Court	Craven Terrace	Admin	Housing Initiative	New Bern Towers	
	2017 BUDGET	2017 BUDGET	2017 BUDGET	2017 BUDGET	2017 BUDGET	
OPERATING REVENUES						
3110 DWELLING RENTAL	500,000	0	0	0	300,000	800,000
3120 EXCESS UTILITIES	40,000	0	0	0	0	40,000
3190 NON-DWELLING RENTS	0	0	0	0	0	0
3401 REVENUES GRANTS OPERATING SUBSIDY	755,000	0	0	0	0	755,000
3405 CAPITAL FUND SOFT COST SUBSIDY	240,465	0	0	0	0	240,465
3610 INTEREST ON GF INVESTMENTS	700	0	0	0	200	900
3690 OTHER INCOME	15,000	0	0	104,000	1,500	120,500
3690.01 LATE CHARGES	12,000	0	0	0	1,500	13,500
3690.22 OTHER INCOME - PEPSI COLA	0	0	0	0	300	300
3690.23 OTHER INCOME - LAUNDRY	0	0	0	0	4,800	4,800
3690.24 OTHER INCOME - SPONSORSHIPS	0	0	0	0	0	0
3691 BAD DEBT RECOVERY	5,000	0	0	0	0	5,000
3692 HAP PAYMENTS	0	144,000	0	0	550,000	694,000
3692.01 HAP PAYMENTS to PMI	0	-144,000	0	0	0	-144,000
3902 CF ADMINISTRATION (1410) (2013)	0	0	0	0	0	0
Rent Income	18,000					18,000
TOTAL OPERATING REVENUES	1,586,165	0	0	104,000	858,300	2,548,465
OPERATING EXPENSES						
4110 ADMINISTRATIVE SALARIES	152,000	0	180,000	120,000	70,000	522,000
4130 LEGAL EXPENSES	5,000	0	10,000	20,000	2,000	37,000
4140 STAFF TRAINING M/L/T	5,000	0	8,000	5,000	6,000	24,000
4160 ADVERTISING/PUBLICATIONS	1,600	0	1,000	0	400	3,000
4170 ACCOUNTING FEES	0	0	50,000	0	0	50,000
4171 AUDITING FEES	12,000	0	2,500	2,500	8,000	25,000
4180 TELEPHONE	9,000	0	0	0	44,000	53,000
4182 PAYROLL TAXES & EMP. BENEFITS	68,000	0	72,000	36,000	31,000	207,000
4185 OFFICE EXPENSE	9,000	0	1,200	150	1,500	11,850
4190 SUNDRY ADMIN EXPENSE	5,000	0	3,200	5,000	4,000	17,200
4210 TENANT SERVICES COORDINATOR	0	0	0	0	0	0
4199 RESIDENT COUNCIL	3,000	0	0	0	1,590	4,590
4220 RECREATION/PUB/OTHER	2,200	0	0	100	1,060	3,360
4184 RENT EXPENSE	0	0	12,000	6,000	0	18,000
4310 WATER	220,000	0	0	0	105,000	325,000
4320 ELECTRICITY	225,000	0	0	0	120,000	345,000
4330 GAS	80,000	0	0	0	5,500	85,500
4410 LABOR SALARIES - MAINT SALARIES	178,000	0	0	0	66,000	244,000
4415 CASUAL LABOR SALARIES	0	0	0	0	6,000	6,000
4416 CONSULTING SERVICES	0	0	0	0	0	0
4420 MATERIALS	50,000	0	0	0	50,000	100,000
4420.1 Materials - Reno	0	0	0	0	1,000	1,000
4420.2 Materials - Capitalized	0	0	0	0	18,000	18,000
4429 COMPUTER EXPENSE	7,500	0	3,100	0	3,000	13,600
4430 REPAIRS & MAINTENANCE	25,000	0	0	0	50,000	75,000
4430.1 REPAIRS & MAINTENANCE - Reno	0	0	0	0	30,000	30,000
4430.2 REPAIRS & MAINTENANCE - Capitalized	0	0	0	0	0	0
4431 GARBAGE & TRASH REMOVAL	32,500	0	0	0	4,000	36,500
4432 EXTERMINATION - MAINT EXPENSE	16,000	0	0	0	4,000	20,000
4433 PAYROLL TAXES & EMP. BENEFITS - MAINT	93,000	0	0	0	33,000	126,000
4435 REPAIRS & MAINTENANCE - TRUCK	3,400	0	1,000	0	1,600	6,000
4436 HEATING & AIR	25,000	0	0	0	1,500	26,500
4437 GAS - TRUCK	3,000	0	1,500	0	1,500	6,000
4438 SECURITY SYSTEM	350	0	0	0	1,300	1,650
4439 PROTECTIVE SERVICES	6,000	0	0	0	0	6,000
4440 LANDSCAPING	0	0	0	0	0	0
4510 INSURANCE	69,500	0	2,500	0	38,500	110,500

NEW BERN HOUSING AUTHORITY
2017 OPERATING BUDGET
 December 19, 2017

		Trent Court	Craven Terrace	Admin	Community Housing Initiative	New Bern Towers	Total
		2017 BUDGET	2017 BUDGET	2017 BUDGET	2017 BUDGET	2017 BUDGET	2017 BUDGET
4510.5	W/C INSURANCE EXPENSE (.040707%)	13,500	0	7,000	2,000	5,200	27,700
4526	LICENSE & TAXES/RECYCLING FEE	13,350	0	0	0	3,820	17,170
4570	COLLECTION LOSS	14,000	0	0	0	3,820	17,820
4580	EVICTON EXPENSE	14,000	0	0	0	1,500	15,500
4581	APP SCREENING	3,200	0	0	0	1,500	4,700
4621	UNIFORMS	8,000	0	0	0	3,200	11,200
	TOTAL OPERATING EXPENSES	1,372,100	0	355,000	196,750	728,490	2,652,340
	INCOME FROM OPERATIONS	214,065	0	-355,000	-92,750	129,810	-103,875
	Adm. Cost Allocation	-214,065	0	355,000	-35,500	-128,865	-23,430
	NET INCOME/(LOSS)	0	0	0	-128,250	945	-127,305
	Reserves Required		0	0	0	0	0

Approved by: Board Chairperson signature and date

PHA Board Resolution
Approving Operating Budget

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 07/31/2019)

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Housing authority of the City of New Bern PHA Code: NC - 005

PHA Fiscal Year Beginning: 1/1/2017 Board Resolution Number: 12.16.01

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on: 12/19/2016
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: Pete Monte	Signature:	Date: 12/19/2016
---	------------	---------------------

TO: Board of commissioners

FROM: Martin Blaney, Executive Director



RE: Executive Director's Report

DATE: December 19, 2016

Trent Court Playground

The playground is complete and we are installing access walkway from both the River Walk and Trent Court sides. Next will be signage.

New Bern Towers

We want to keep up our momentum investing in the Towers. In January (February at the latest), we will explore completing bathroom improvements that can be accomplished in **occupied** apartments.

Charles Taylor Building and Roofing

We continue to wait for final specifications for both projects. We anticipate advertisement in mid-winter.

Pennrose/Trent Court

Several sites have been identified and we have been speaking with property owners. This process is challenging and we are continuing to identify additional parcels to assess.

No-Smoking Mandate

HUD has published its new rule and it is substantially as advertised. The rule is to be implemented within **18** months of its effective date. The effective date is expected to be mid-February 2017. This late implementation date comes somewhat as a surprise. Consequently, there is little we have to do at the current time. However, we will continue to publicize smoking cessation programs as we have been.