

MEMORANDUM

To: Members of the Housing Commission
From: Mary Cele Smith, Housing Planner (msmith@cityhpil.com) and
Lee Smith, Senior Planner (lsmith@cityhpil.com)
Date: June 30, 2011
RE: HOUSING COMMISSION PACKET FOR 7-6-2011 MEETING

**Note: Dinner will be served at 6:00 p.m.
The packet contains the following documents:**

Part A. Priority Items

- Regular Meeting Agenda
- **Agenda Item III. (Action Needed) Approval of Minutes**
 - Meeting Minutes for June 1, 2011 Meeting
- **Agenda Item V. Scheduled Business**
 - **1. (Action Needed) Items for Omnibus Vote Consideration**
 - Payment of Invoices:
 - None yet
 - **2. (Discussion) Housing Commission Peers, Walnut Place, Ravinia, and Sunset Woods. Supporting Materials:**
 - June 2011 Management Report with May 2011 Financials for Peers, Ravinia, and Walnut Housing Associations
 - Summary Spreadsheet: Highland Park Housing Reserve Balances 4/30/2011
 - Housing Trust Fund Fiscal Year 2011 January 1 –December 31 Unaudited though 5/31
 - 2007 HPICLT/CPAH Scattered Site Grant Expenditures spreadsheet
 - **3. (Discussion) Likely 2012 Spending Cuts to CDBG and HOME programs and FY 2011 Elimination of Housing Counseling Funding. Supporting Material:**
 - Memo from Staff June 29, 2011

Part B. Detailed and Optional Material

- Financial Reports for Peers, Ravinia, and Walnut Housing Associations and for Sunset Woods Housing Association for the month ending May 31, 2011
 - IL Charitable Organization Annual Report and photocopy of \$15.00 payment
- c:
- David Limardi, City Manager
 - Michael Blue, Director of Community Development
 - Linda Sloan, Planning Division Manager
 - Peter Friedman, Corporation Counsel

PUBLIC NOTICE

In accordance with the Statutes of the State of Illinois, and the Ordinances of the City of Highland Park, the **Regular Meeting** of the City of Highland Park Housing Commission, the Peers Housing Association, Walnut Housing Association, Ravinia Housing Association and Sunset Woods Association will be held at the hour of **6:30 P.M. on Wednesday, July 6, 2011 at City Hall, 1707 St. Johns Avenue, Highland Park, Illinois in the Lower Level Conference Room.**

City of Highland Park
Housing Commission
Wednesday, July 6, 2011, at 6:30 p.m.
AGENDA

- I. **Call to order**
- II. **Roll Call**
- III. **Approval of Minutes – June 1, 2011 Meeting**
- IV. **Business from the Public (Citizens Wishing to Be Heard Regarding Items not Listed on the Agenda)**
- V. **Scheduled Business**
 1. Items for Omnibus Vote Consideration
 - Payment of Invoices:
 - None at this time
 2. Housing Commission Peers, Walnut, Ravinia, Sunset Woods
 - Management Report
 - Property Operations Report
 - Update on U.S. Housing and Urban Development (HUD) Mark-to-Market Proposal for Refinancing Ravinia Housing
 - Sunset Woods
 - Report on sales/rental status of Sunset Woods Units 231
 - Report on status of parking lot flooding solution
 - Report on process to obtain FHA approved condominium status
 - Discussion regarding Mortgage due October 2012
 3. Discussion regarding proposed federal HOME and CDBG 2012 program budget cuts
- VI. **Executive Session for Matters relating to Real Estate Acquisition and Litigation**
- VII. **Other Business**
- VIII. **Adjournment**

Draft

**MINUTES OF A REGULAR MEETING OF THE
HOUSING COMMISSION OF THE CITY OF HIGHLAND PARK, ILLINOIS**

MEETING DATE: Wednesday June 1, 2011

MEETING LOCATION: Pre-Session Room, City Hall, 1707 St. Johns Avenue,
Highland Park, IL

CALL TO ORDER

At 6:35 p.m., Chairman David Wigodner called to order the regular meeting of the Highland Park Housing Commission, the Peers Housing Association, the Ravinia Housing Association, the Walnut Housing Association, and the Sunset Woods Association. Each of the Commissioners also serves as Directors of each of the Housing Associations. The Chairman asked Planner M. Smith to call the roll.

ROLL CALL

Commissioners Present: Adler, Glasner, Sharfman, and Wigodner

Commissioners Absent: Barber, Meek, and Naftzger

Chairman Wigodner declared that there was a quorum.

Council Liaison: Position Vacant

Staff Liaisons Present: Planner M. Smith and Planner L. Smith

The Chairman declared that a quorum was present.

APPROVAL OF MINUTES

Regular Meeting of the Housing Commission –May 4, 2011

Commissioner Adler moved approval of minutes of the regular meeting of the Housing Commission, the Peers Housing Association, the Ravinia Housing Association, the Walnut Housing Association, and the Sunset Woods Association held on May 4, 2011. Commissioner Glasner seconded the motion.

On a voice vote, Chairman Wigodner declared that the motion passed unanimously.

BUSINESS FROM THE PUBLIC (Citizens Wishing to be Heard Regarding Items not Listed on the Agenda)

There was no business from the public.

SCHEDULED BUSINESS

1. Items for Omnibus Vote Consideration

Ratification of payments:

- Mason, Wenk & Berman L.L.C. for Invoice #33828 for email correspondence with IHDA regarding Peers documents for \$150.00
- Manning Silverman & Co. for Invoice #200906595 for fees from electronic bank confirmations for \$80.00
- Chicago Title Land Trust Company for Peers Annual Fee for \$250.00

Payment of Invoices:

- CBIZ MHM, LLC for 2010 accounting services and tax return preparation for \$1,400.00
- Lake County Collector for Annual Property Taxes on SW Unit #231 for Tax Year 2010 for \$3,988.24
- Lake County Collector for Annual Property Taxes on SW Unit #319 for Tax Year 2010 for \$4,010.15

The Commissioners unanimously consented to take a single vote by yeas and nays on a number of items grouped together for voting purposes under the designation “omnibus vote –payment of invoices and ratification of payments.”

The Commissioners discussed the tax bills, which seem very high, and requested that staff investigate to find out why the bills are so high and ask Condominium Association President Larry Servi if he knew whether any residents contested their tax bills.

After discussion, Chairman Wigodner entertained a motion to ratify the three payments listed above and to approve payment of the three invoices listed above. Commissioner Adler moved approval of ratifying the three bills listed above and payment of the three invoices listed above. Commissioner Sharfman seconded the motion.

On a voice vote, Chairman Wigodner declared that the motion passed unanimously.

Planner M. Smith introduced a new bill that came in yesterday from Manning Silverman & Company for the final retainer (2 of 2) for the Sunset Woods audit for \$2,625.00. The Commissioners previously approved the audit contract.

Chairman Wigodner entertained a motion to pay Invoice #200907621 from Manning Silverman for \$2,625.00 for the second and final payment for the Sunset Woods audit. Commissioner Glasner moved approval for payment to Manning Silverman & Company for Invoice #200907621 for the second and final installment due for the Sunset Woods 2010 audit. Commissioner Adler seconded the motion.

On a voice vote, Chairman Wigodner declared that the motion passed unanimously.

2. Housing Commission Peers, Walnut, Ravinia, Sunset Woods
Update on U.S. Housing and Urban Development (HUD) Mark-to-Market Proposal for
Refinancing Ravinia Housing

Planner M. Smith reported that the closing date is likely to be at the end of July with the Red Capital Group for the first mortgage and U.S. Housing and Urban Development for the second mortgage in the HUD Mark-to-Market program.

Management Report

The Management Report was in the packet. With regard to Walnut Place, Chairman Wigodner noted that Commissioners Glasner and Barber volunteered to serve on a working group to meet with the Walnut Place owners as needed.

Property Operations Report

The Commissioners requested that staff ask Ms. Kuehl some questions about the Peers and Walnut Place financial statements. The Commissioners also asked staff to clarify why the Peers receivable is \$267,139 while the Sunset Woods liability is \$258,832.

Sunset Woods:Report on sales/rental status of Sunset Woods Units 231 and 319

Planner M. Smith reported that tenants moved in to Unit #319 on May 1. With regard to Unit #231, Planner M. Smith asked the Commissioners whether they would consider lowering the price of Unit #231. The Commissioners agreed that they did not want to lower the listing price at present. Planner M. Smith said that a potential renter for the unit contacted her, but would not be able to begin a lease until August 1. The Commissioners concurred that they would agree to hold the condominium for a lease date of August 1 if the prospective tenant qualified.

Report on Meeting with Mayor regarding parking lot flooding issue

Planners L. Smith and M. Smith reported on the May 25th meeting with Mayor Rotering regarding the parking lot flooding problem. Condominium Board President Larry Servi requested the meeting. Also in attendance were Commissioner Meek, Public Works Director Mary Anderson, City Engineer John Welch, and Civil Engineer Joe Pasquesi. Mayor Rotering discussed strategies for solving the problem.

Report on Request to Assessor to Review Valuation of Unit #319 for Tax Year 2011

Planner M. Smith reported that Ms. Trish Lenzini, Deputy Assessor for Moraine Township, informed her that reevaluating Unit #319 as a rental property would have to wait until tax year 2012.

Discussion Regarding Mortgage due October 2012

The Commissioners directed staff to contact area banks to find a good rate for a new Sunset Woods mortgage on the twelve rentals. The current mortgage will be due October 2012.

Discussion regarding FHA approved status

Planner M. Smith reported that the Sunset Woods Condominiums are not on the FHA approved list. Approximately eighty percent of banks require FHA approval. Previously, banks could "spot" certify for loans for individual condo units. In February 2010, HUD stopped permitting banks to spot certify condos for loans. This change in HUD policy came to light when an owner's son attempted to obtain a reverse mortgage for his mother. The Sunset Woods

Condominium Association now is investigating to see what requirements they need to meet in order to obtain FHA approved status. Commissioner Meek is leading this effort.

EXECUTIVE SESSION

There was no Executive Session.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

Chairman Wigodner entertained a motion to adjourn the meeting. Commissioner Glasner moved to adjourn. Commissioner Adler seconded the motion.

On a voice vote, Chairman Wigodner declared that the motion passed unanimously.

The Housing Commission adjourned its meeting at 7:37 p.m.

Submitted respectfully:

Mary Cele Smith
Housing Planner



EVERGREEN

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Phone: 312-234-9400
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MEMORANDUM

TO: Highland Park Housing Commission

FROM: Polly Kuehl, Management Agent *Polly Kuehl*

RE: June Management Report/ May Financials

DATE: June 23, 2011

Ravinia is still scheduled to close in late July. As directed, Evergreen paid the July mortgage early so that a correct "pay-off" figure could be given to HUD. In addition, the Surplus Cash (approximately \$35,000) noted in the 2010 audit has been deposited into Residual Receipts. HUD denied our request to waive that "deposit" since the money would be transferred into Operations at Final Close. Unfortunately, the timing of completing those two tasks has resulted in very poor cash flow for Ravinia until the July subsidy payment is received.

Over the past few months, Evergreen has completed a thorough review and bulk contract negotiation process to select one elevator vendor to serve approximately 24 properties that have elevators within Evergreen's management portfolio. Each of the current 12 vendors providing services was given the opportunity to respond to Evergreen's Request for Proposal. Services were to remain the same at each property. Eight (8) companies responded and 5 companies provided "best and final" bids. ThyssenKrupp was the vendor selected and each property will be able to reduce costs with this new contract. The effective date of this new contract will depend upon the expiration dates of the contracts. The Mid-American contract for both Frank B. Peers and Walnut Place will expire on November 1, 2011 and the new contract will result in savings of \$2,052/year and \$2,040, respectively.

A thorough review of Tenant A/R was completed in May and these statements reflect accurately what is owed by residents at each property. A summary sheet is attached outlining A/R information. All residents who owe money either have or are in the process of executing Payment Plans. Monies that were billed and not able to collect (i.e. death, eviction, move-out with no notice, etc.) were written-off. As the software system reflects the monthly bills in advance (due to HUD subsidy requirements), changes that occur during the month impact the monthly billing that has already been made.

The subsidy component of A/R is more difficult to assess as IHDA often does not pay the requested amount of subsidy and relies on its staff to re-enter subsidy requests from properties, resulting in errors. The June statement should reflect the accurate Subsidy

A/R once write-offs are made. Staff will work with IHDA and HUD to obtain the subsidy owed, but it may take several months before funds arrive.

Frank B. Peers

Occupancy: 100% occupied (as of first week in June)

Physical: Fire pump testing done; routine maintenance.

Social Programs: Residents participated in routine social programs, i.e. bingo, move nights, luncheons, exercise class, coffees and commodity food distribution.

Financial: Net Operating Income (NOI) for the month was positive to budget by \$13,668 and YTD NOI was positive to budget by \$34,800.

Income – Income was positive to budget for the month, but unit turnovers continue to result in higher Vacancy Loss.

Expenses – The expense line items that were negative to budget were:

- Audit (#6350) – This line item reflects the Tax Return submissions.
- Bad Debt (#6370) – This reflects the write-offs of Tenant A/R discussed above.
- Temporary Help (#6385) – This reflects PT assistance while the Recertification person was on medical leave.
- Miscellaneous Administrative (#6390) – This reflects the partnership payable from October 2010.
- Electric (#6450) – This reflects part of April's costs.
- Fire Protection (#6582) – This reflects repair of the fire door relay system (\$1,320)

Walnut Place

Occupancy: There are two vacancies (#204 and #206). #206 became vacant at the end of May and #204 has been vacant for several months. It has been shown about 9 times. The new window for that unit has been received, which should allow more light to enter the unit. An additional 3 tours are being conducted and send letters to another 4.

Physical Site: Fire pump test was conducted. Two rooftop a/c for the townhomes will be replaced the last week in June (approximately \$3,100 total). Other maintenance was routine.

Social Programs: Similar to Peers, Walnut Place had bingo, monthly luncheon, chair exercises and food distribution.

Financial: Net Operating Income (NOI) for the month was positive to budget by \$7,437 and YTD NOI was positive to budget by \$9,606.

Income – Income was negative to budget, primarily due to Vacancy Loss. It is hoped that 100% occupancy can be achieved by the end of June.

Expenses – Line items that were negative to budget for the month include:

- Bad Debt (#6370) – This line item reflects the A/R write-off for Tenants, as discussed above.
- Consulting Costs (#6380) – This reflects the Rent Comparability study costs so that Walnut's AAF rent increase could be requested.
- Temporary Help (#6380) – See above
- Miscellaneous Operating (#6490) – This reflects payment of the State of Illinois Fire Marshall inspection.
- Electric (#6450) – See above

Ravinia Housing

Occupancy: There continues to be one vacancy (743 Pleasant Avenue), but it is leased for July 1st.

Physical Site: Routine maintenance. Critical repairs for closing have been completed.

Social Programs: Ravinia residents receive a monthly newsletter, as well as birthday/anniversary and get-well cards.

Financial: Net Operating Income (NOI) for the month is negative to budget by (\$2,720) and YTD NOI is "breakeven". The current cash for the month of May was utilized for the Residual Receipts payment in June.

Income – Income for the month reflects the 1 vacant unit.

Expenses – The expense line items that appear to be higher than normal are:

- Audit (#6350) – This reflects filing the Tax Returns and is a timing issue
- Legal (#6340) – Costs of eviction case
- Miscellaneous Administrative (#6390) – This reflects partnership costs
- Repairs Contract (#6520) – This reflects cleaning-out of 4 dryer vents, clean-out of the lift station at Pleasant, typical landscaping contract for both campuses and checks on two hot water heaters.
- Rubbish Removal (#6525) – This reflects an extra pick-up at St. John's and recycling pick-ups

Frank B. Peers Capital Improvements Up-Date

Task	Date for Bids	Date for Work	Estimated \$ Use of Reserves	Estimated \$ Use of Operating	Comments	FMCS Role Lead, Assist or None	Date Complete	\$ Actual Reserves Spent	Replacment Reserve Request Date
1 Kitchen Replacement (11)		Summer	94,000			Lead			
2 Tuckpointing	May	Summer	19,000			None			
3 Window Replacement	May	Summer	140,000			Assist			
4 Appliances (4)		As Need		1,400		None			
5 Carpet (8)		As Need		7,400		None			
6									
7									
8									
9									
10									
11									
12									
Reserves 2011 Cash Flow									
Reserves Starting January 2011	\$ 127,920								
2011 Annual Reserve Escrow (12 months)	\$ 21,600								
Expected \$\$ Use of Reserves (2011)	\$ 40,000	Total	253,000	8,800			TOTAL	-	
Note: Owner funds will be used for most reserve requests									
Balance expected at start of 2012	\$ 109,520								

Walnut Place Capital Improvements Up-Date

Task:	Date for Bids	Date for Work	Estimated \$ Use of Reserves	Estimated \$ Use of Operating	Comments	FMCS Role Lead, Assist or None	Date Complete	\$ Actual Reserves Spent	Replacment Reserve Request Date
1: TH Fences and Concrete	January	May	26,000			None			
2: Replace 1 kitchen		Summer	8,500			Lead			
3: TH Furnace		As Need	2,400			None			
4: TH Roof A/C		As Need	2,500			None	6/23/2011	3,100	Pending
5: Carpet		As Need	5,820			None			
6:									
7:									
8:									
9:									
10:									
11:									
12:									
<u>Reserves 2011 Cash Flow</u>									
Reserves Starting January 2011			\$ 146,569						
2011 Annual Reserves Escrow (12 mos.)			\$ 22,008						
Expected \$\$ Use of Reserves in 2011			\$ 45,220						
		Total	45,220				TOTAL	3,100	
Balance expected at start of 2012			\$ 123,357		Note: About \$20,000 will be removed from reserves in May for 2010 expenditures				

Summary of Tenant Accounts Receivable

May Financial Statements

Rent Billing Process:

Section 8 requires that properties bill one month in advance (IHDA requires 1.5 months) in order to receive its subsidy payment near the beginning of each month. For example, the June subsidy payment was billed the first week in May for Ravinia and near the end of April for Peers and Walnut. This requires that the monthly rent be billed a month in advance of when payment is expected.

The breakdown of rent and subsidy billings change monthly based on Annual Recertifications or Interim Certifications.

Tenant A/R:

Tenant A/R can occur from a variety of causes:

- **Tenant death** – Section 8 requires that the rent cease when the keys are turned-in. Since the rent was billed a month earlier, a portion of this billing needs to be written-off, effective the date keys are returned.
- **EIV** – This new HUD system alerts management to employment and other types of income that a family may be receiving. If the tenant has not reported this income and the rent calculated without the income, Section 8 requires that management make any rent increase “retroactive” the start of this income source. This sometimes results in large amounts of unpaid rent, which the tenant is required to repay based on a payment plan.
- **Damages, other tenant costs** – Tenants may be billed for damages to their apartments and this is reflected in A/R. If the tenant chooses not to pay, the property cannot evict the tenant for this choice. The only recourse is to wait until move-out and deduct from the Security Deposit. However, since the Security Deposits are often very low, many of the damage costs must be written-off when the tenant vacates the unit.
- **Incorrect billing** – If there are corrections made to the annual recertification this will usually result in a different breakdown between the tenant and subsidy portions of the rent. Depending upon how the tenant’s portion changes, some of the tenant billing may have to be written-off.
- **Resident Reported Income** – Some residents have a change in income, but do not report this change until some months later. As a result, the rent billing remains the same but their capability of paying that rent no longer exists and back rent is building-up.
- **Management reticence in termination of lease** – Certainly in the senior buildings some residents either pay the incorrect amount of rent, forget to pay or pay late due to health or other reasons. Although most seniors are very

conscientious about paying rent, some residents build-up unpaid rent for a variety of reasons. Management has tended to take all actions available to try to collect the rent rather than terminate the lease(s).

Current Tenant A/R (May financials):

Frank B. Peers (\$8,236)

8 Tenants owed back rent for more than 1-2 months:

- Tenant #1 - \$1,767 (payment plan \$50/month + rent)
- Tenant #2 - \$860 (payment plan \$25/month + rent)
- Tenant #3 - \$544 (payment plan \$25/month + rent)
- Tenant #4 - \$468 (payment plan \$50/month + rent)
- Tenant #5 - \$552 (payment plan \$25/month + rent)
- Tenant #6 - \$656 (to be paid in June)
- Tenant #7 - \$329 (payment plan \$25/month + rent)
- Tenant #8 - \$257 (to be paid in June)

17 Tenants either had not paid May rent or owed for damages - \$2,803 (anticipate their paying in June)

Walnut Place (\$27,409)

8 Tenants owed back rent for more than 1-2 months (3 as a result of retroactive EIV):

- Tenant #1 - \$552 (payment plan \$25/month + rent)
- Tenant #2 - \$411 (payment plan \$25/month + rent)
- Tenant #3 - \$448 (payment plan \$25/month + rent)
- Tenant #4 - \$1,144 (payment plan \$20/month + rent)
- Tenant #5 - \$1,797 (payment plan \$50/month + rent)
- Tenant #6 (townhome) - \$4,250 (result of EIV) (payment plan ____/month + rent)
- Tenant #7 (townhome) - \$12,187 (result of EIV) (payment plan \$50/month + rent)
- Tenant #8 (townhome) - \$4,045 (result of EIV) (payment plan \$100/month + rent)

19 Tenants either had not paid May rent or owed for damages - \$2,575

Ravinia Housing (\$38,496)

7 Tenants owed back rent for more than 1-2 months (2 as a result of retroactive EIV and 2 as a result of eviction or court order)

- Tenant #1 - \$1,360 (payment plan \$100/month + rent)
- Tenant #2 - \$2,187 (payment plan \$50/month + rent)

- Tenant #3 - \$859 (in process of finalizing additional EIV retroactive rent – uncooperative tenant)
- Tenant #4 - \$1,518 (payment plan \$50/month + rent)
- Tenant #5 - \$6,506 (\$1,458 due as part of court order – remainder was on payment plan; tenant did not pay court ordered amount – proceeding with termination of lease)
- Tenant #6 - \$20,160 (EIV fraud case – payment plan \$100/month + rent)
- Tenant #7 - \$5,237 (due to eviction case – money due now)

3 Tenants owe current rent and/or damages (\$669)

Highland Park Housing Commission								
Reserve Balances								
Date: 6/29/2011								
Account Name	Frank B. Peers	Walnut Place	Ravinia Housing	Sunset Woods	Housing Trust Fund*	TOTAL		
Checking (Property)	1,459	7,481	27,839	18,201				
Security Deposit	19,114	21,925	6,987	10,404				
Replacement Reserve	135,766	127,554	45,502	0				
Residual Receipts	14	27,094	444,560	0				
Operating Reserve	0	0	0	18,997				
Association Money Market Checking		104,393	144,410	161,271				
Association Small Business Checking	20,125			23,471				
Association Receivable/(Liability)	267,014			-258,832 **				
Due to Peers Housing Association				-32,400				
Association CDs	Maturity							
CD #1	7/7/2011	502,977						
CD #2	10/7/2011	503,564						
Association MaxSafe Money Market	1,109,445							
TOTAL	2,559,478	288,447	669,298	-58,888	1,057,896			4,516,231

*Net income after deducting program costs and expenditures/obligations.									
**Please note: I am waiting to hear from accountant Sharon Klibanow about the discrepancy between the two figures. I neglected to contact her before this week. I will send you another summary spreadsheet as soon as I can. MCS									
Breakdown of Housing Trust Fund:									
Beginning Balance 01/01/2010									
2010 Revenue					Demolition Tax				
					Demolition Permit				
					Interest				
					Contributions/Donations/Other				
					Proceeds of Ceding Volume Cap				
					Annual Revenue to-date 2010				
2010 Program Costs									
Ending Balance									
Pending Obligations:									
Emergency Housing Setaside									
Legal Fees									
Total Pending Obligations									
Estimated Net Housing Trust Fund									

Housing Trust Fund

Fiscal Year 2011

January 1 - December 31 - Unaudited

Unaudited
Through 05/31

Beginning Balance, Jan 1 (Unaudited) \$1,523,586

Revenue:

Demolition Tax	20,001
Demolition Permits	0
Interest Revenue	369
Contributions/Donations/Other	0
Proceeds of Ceding Volume Cap	0
	<hr/>
	20,370
	<hr/>

Expenditures:

Program Costs	(108,320)
\$95,000 (CPAH Scattered Site Program), \$13,320 (Housing Planner)	<hr/>
	(108,320)
	<hr/>

Ending Balance \$1,435,635

Pending Obligations

CPAH Scattered Site Program	(\$266,512)
Employer Assisted Housing	(\$50,000)
HPI CLT Operating Grant	(\$25,000)
Emergency Housing Assistance	(\$10,000)
Housing Planner	(\$22,227)
Third party Expenses	(\$4,000)
Total Pending Obligations	(\$377,739)

Net Balance \$1,057,896

2007 HPICLT/CPAH Scattered Site Grant				
Grant Amount		\$ 777,867.00	\$ 777,867.00	
Month/Year of Grant Allocation	Property Address	Draw Down	Balance	Notes
Sep-08	1251 Arbor	\$ (115,000.00)	\$ 662,867.00	new unit in inventory
Jan-08	1141 Central	\$ (145,000.00)	\$ 517,867.00	new unit in inventory
Apr-09	277 Green Bay Road	\$ (183,663.73)	\$ 334,203.27	Purchase of assignment by current owners
May-09	525 Barberry	\$ (75,000.00)	\$ 259,203.27	new unit in inventory
May-09	1377 Arbor	\$ (25,000.00)	\$ 234,203.27	Additional subsidy applied to unit
Jul-09	277 Green Bay Rd	\$ 113,413.73	\$ 347,617.00	Assignment of State Donation Tax Credit
Nov-09	839 Burton	\$ (85,000.00)	\$ 262,617.00	new unit in inventory
Feb-10	1245 Eastwood	\$ (65,000.00)	\$ 197,617.00	new unit in inventory
Mar-10	1733 Rosemary	\$ (16,105.00)	\$ 181,512.00	new unit in inventory
Aug-10	598 Barberry Road	\$ (20,000.00)	\$ 161,512.00	new unit in inventory
May-11	1378 Ferndale	\$ (35,000.00)	\$ 126,512.00	new unit in inventory
May-11	765 Broadview	\$ (35,000.00)	\$ 91,512.00	new unit in inventory
May-11	1789 Richfield	\$ (25,000.00)	\$ 66,512.00	rehab of existing unit in inventory
Jun-11	1342 Sherwood	\$ (45,000.00)	\$ 21,512.00	new unit in inventory
Jun-11	1378 Ferndale	\$ (15,000.00)	\$ 6,512.00	new unit in inventory
Total Grant Allocations		\$ (771,355.00)	\$ 6,512.00	
11 new units to Inventory		\$ 771,355.00		
Per new unit cost		\$ 70,123.18		

Memorandum

To: Housing Commissioners

From: Mary Cele Smith
Housing Planner

Date: June 29, 2011

Subject: Likely 2012 Spending Cuts to CDBG and HOME programs and FY 2011 Elimination of Housing Counseling Funding

The federal Community Development Block Grant (CDBG) and HOME programs received significant cuts in the final 2011 federal budget, while the housing counseling program was eliminated altogether. Both CDBG and the HOME program are critical to maintaining and developing affordable housing. And both programs are likely targets for additional funding cuts in 2012 without strenuous advocacy.

CDBG Background

According to Housing and Urban Development (HUD), 26% of CDBG funds are used for housing, while 31% are used to improve public infrastructure and 7%, for economic development. CDBG funds are a significant resource for over 7,000 counties and communities across the nation. In just the past five years in Lake County, CDBG funds have

- assisted nearly 500 first-time homebuyers,
- constructed over 20 miles of roadway, five miles of sewer, and six miles of watermains,
- provided basic human services and shelter for thousands of low-income or homeless individuals and families.

With regard to federal allocations, even before the budget crisis, CDBG was a target for cuts: the FY2009 budget was 17% less than the peak funding level in 2004. In the recently passed FY2011 budget, the CDBG program received an 8% decrease from the FY 2010 level.

HOME Program Background

Since the beginning of the HOME program twenty years ago, almost 1 million homeownership and rental units have been rehabilitated, acquired or constructed using these funds across the country. In Highland Park, over the past ten years, the \$1.4 million in HOME funds helped create 92 affordable homes at an average HOME cost of \$15,217 per unit. Another benefit was that HOME funds leveraged over \$18.6 million in additional funding for the community. Among the 92 affordable housing units created in Highland Park:

- 16 were new affordable rentals (12 senior rentals at Sunset Woods and four family apartments at Hyacinth Place);

- 48 were new affordable homeownership units (48 senior condos at Sunset Woods, and 10 family town homes at Hyacinth Place);
- 18 were rehabilitated scattered-site single-family homes that will remain affordable in perpetuity for low-income households. With an average home sale occurring every 7 years in the nation, these 18 homes could assist over 250 households during just one 99-year ground lease term.

With regard to federal funding, the final 2011 federal budget cut the program by 12% from FY 2010. The President's FY 2012 budget proposes a 10% reduction.

Advocacy to protect CDBG and the HOME program and to restore housing counseling funding

The likely position of the Lake County Housing Action Coalition and other housing advocacy groups is to urge Congress to restore funding to the FY 2010 level for these three programs. Activities include meeting with state and local representatives. Rob Anthony, Executive Director, Community Partners for Affordable Housing, will request to meet with Senator Kirk in early August. The Lake County Housing Action Coalition also will organize a group to meet with Congressman Dold.

Recommendation

Staff recommends that the Housing Commission consider strategies to support local and national efforts to restore funding, such as recommending that the City Council adopt a resolution in support of the CDBG and HOME programs and housing counseling services.

FRANK B. PEERS HOUSING
Balance Sheet
Month Ending 05/31/11

ASSETS

Current Assets

1110-0000 - Petty Cash	300.00
1121-0000 - Cash - Operating	1,159.21
1130-0000 - Tenant/member accounts receivable	8,236.00
1131-0000 - Accounts receivable - subsidy	63,992.00
1240-0000 - Prepaid property and liability insurance	1,369.46
Total Current Assets	<u>75,056.67</u>

Other Assets

1290-0000 - Misc Prepaid Expenses	249.60
1192-0000 - Tenant Sec Dep	19,113.73
1310-0000 - Real estate tax escrow	142,675.85
1311-0000 - Insurance escrow	28,975.96
1330-0000 - Debt Service Escrow	138,749.66
1140-0000 - Accounts Receivable - Other	3,284.36
1320 - Replacement Reserve	135,766.28
1340 - Residual Receipt	13.69
Total Other Assets	<u>468,829.13</u>

Fixed Assets

1420-0000 - Building	1,848,860.15
1430-0000 - Land Improvements	1,619,406.39
1450-0000 - Furniture for project/tenant use	475,792.67
1497-0000 - Site improvements	160,218.77
4120-0000 - Accum depr - buildings	(2,828,199.27)
1498-0000 - Current F/A	5,530.90
Total Fixed Assets	<u>1,281,609.61</u>

Financing Costs

1900-0001 - Deferred Financing Costs	192,398.85
1999-0000 - Accum Amort - Bond Costs	(41,361.94)
Total Financing Costs	<u>151,036.91</u>

Partnership Assets

1701-0000 - Cash - Partnership	20,125.00
1702-0000 - Partnership MM	2,115,986.73
1702-1000 - Partnership F/A	221,340.23
1703-0000 - Partnership Receivable	267,013.69
Total Partnership Assets	<u>2,624,465.65</u>

Total Assets

4,600,997.97

FRANK B. PEERS HOUSING
Balance Sheet
Month Ending 05/31/11

Liabilities & Equity

Current Liabilities

2110-0000 - Accounts payable	12,052.76
2113-0000 - Flex Benefit Payable	(0.01)
2120-0000 - Accrued wages and p/r taxes payable	2,658.23
2150-0000 - Accrued property taxes	119,925.28
2180-0000 - Misc current liabilities	12,562.98
Total Current Liabilities	<u>147,199.24</u>

Non-Current Liabilities

2191-0000 - Security deposits-residential	18,126.00
2191-0001 - Pet Deposit	300.00
2210-0000 - Prepaid Rent	1,974.54
2211-0000 - Prepaid HUD	18,517.00
2320-1000 - Mortgage payable - 2nd note	2,290,000.00
2320-0000 - Mortgage Payable (long term)	2,065,365.06
Total Non-Current Liabilities	<u>4,394,282.60</u>

Owner's Equity

3100-0000 - Limited Partners Equity	2,622,952.86
3209-0000 - Prior Year Retained Earnings	(2,639,246.38)
3210-0000 - Retained earnings	56,414.16
Current YTD Earnings	19,395.49
Total Owner's Equity	<u>59,516.13</u>

Total Liability & Owner Equity

4,600,997.97

FRANK B. PEERS HOUSING Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
GROSS OPERATING INCOME							
RESIDENTIAL RENTAL INCOME							
5120-0000 - Apartment rent	19,072.00	16,200.00	2,872.00	102,427.00	81,000.00	21,427.00	194,400.00
5121-0000 - Tenant assistant payments	64,876.00	64,800.00	76.00	317,313.00	324,000.00	(6,687.00)	777,600.00
5140-0000 - Commercial base rent	60.00	60.00	0.00	770.85	300.00	470.85	720.00
TOTAL RESIDENTIAL RENTAL INCOME	84,008.00	81,060.00	2,948.00	420,510.85	405,300.00	15,210.85	972,720.00
VACANCIES & ADJUSTMENTS							
5220-0000 - Vacancy loss - apartments	(1,684.00)	(500.00)	(1,184.00)	(18,994.00)	(2,500.00)	(16,494.00)	(6,000.00)
5221-0000 - Non-Revenue Units	(1,243.00)	(1,200.00)	(43.00)	(6,043.00)	(6,000.00)	(43.00)	(14,400.00)
TOTAL VACANCIES & ADJUSTMENTS	(2,927.00)	(1,700.00)	(1,227.00)	(25,037.00)	(8,500.00)	(16,537.00)	(20,400.00)
OTHER INCOME							
5910-0000 - Laundry income	0.00	208.00	(208.00)	1,087.50	1,040.00	47.50	2,500.00
5990-0000 - Misc other income	0.00	50.00	(50.00)	799.40	250.00	549.40	600.00
5413-0000 - Interest income - escrow	0.00	166.00	(166.00)	2.40	830.00	(827.60)	2,000.00
TOTAL OTHER INCOME	0.00	424.00	(424.00)	1,889.30	2,120.00	(230.70)	5,100.00
GROSS OPERATING INCOME	81,081.00	79,784.00	1,297.00	397,363.15	398,920.00	(1,556.85)	957,420.00
ADVERTISING & RENTING EXPENSE							
6213-0000 - Employee Recruitment	0.00	0.00	0.00	67.38	200.00	132.62	200.00
6253-0000 - Credit Report Fees	0.00	30.00	30.00	42.00	150.00	108.00	360.00
TOTAL ADVERTISING & RENTING EXPENSE	0.00	30.00	30.00	109.38	350.00	240.62	560.00
ADMINISTRATIVE EXPENSE							
6311-0000 - Office supplies	320.90	270.00	(50.90)	748.93	1,350.00	601.07	3,240.00
6316-0000 - Office Equipment	162.85	300.00	137.15	1,160.09	1,500.00	339.91	3,600.00
6320-0000 - Management fee	3,786.41	3,833.00	46.59	18,840.58	19,165.00	324.42	46,000.00
6340-0000 - Legal Expense - Project	0.00	200.00	200.00	0.00	1,000.00	1,000.00	2,400.00
6350-0000 - Audit Expense	1,100.00	0.00	(1,100.00)	12,700.00	14,100.00	1,400.00	14,100.00
6360-0000 - Telephone	423.58	750.00	326.42	3,020.85	3,750.00	729.15	9,000.00
6365-0000 - Training & Education Expense	0.00	100.00	100.00	0.00	500.00	500.00	1,200.00
6370-0000 - Bad debts	5,762.00	50.00	(5,712.00)	5,762.00	250.00	(5,512.00)	600.00
6371-0000 - Fees Dues & Contributions	0.00	25.00	25.00	0.00	125.00	125.00	300.00
6380-0000 - Consulting/study costs	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00
6385-0000 - Temporary Help	207.46	0.00	(207.46)	617.32	0.00	(617.32)	0.00
6390-0000 - Misc administrative expenses	327.85	100.00	(227.85)	762.33	500.00	(262.33)	1,200.00
6390-0002 - Computer Supplies/Data Processing	126.63	130.00	3.37	633.15	650.00	16.85	1,560.00
6395-0000 - Tenant Retention	281.00	625.00	344.00	1,797.46	3,125.00	1,327.54	7,500.00
6431-0000 - Travel & Expense Reimbursement	0.00	300.00	300.00	548.01	1,500.00	951.99	3,600.00
6860-0000 - Security Deposit Interest	(3.31)	(12.00)	(8.69)	(15.23)	(60.00)	(44.77)	(144.00)
TOTAL ADMINISTRATIVE EXPENSE	12,495.37	6,671.00	(5,824.37)	46,575.49	47,455.00	879.51	95,656.00
PAYROLL & RELATED COSTS							
6310-0000 - Office salaries	4,217.47	5,666.00	1,448.53	21,670.69	28,330.00	6,659.31	68,000.00
6510-0000 - Janitor and cleaning payroll	1,122.45	1,241.00	118.55	5,565.78	6,205.00	639.22	14,900.00
6540-0000 - Repairs payroll	3,837.57	3,833.00	(4.57)	20,430.21	19,165.00	(1,265.21)	46,000.00
6900-0000 - Social Service Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6715-0000 - Payroll Taxes	1,158.68	1,681.00	522.32	6,543.68	8,405.00	1,861.32	20,175.00

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FRANK B. PEERS HOUSING

Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6722-0000 - Workers compensation	242.33	242.00	(0.33)	1,211.65	1,210.00	(1.65)	3,053.00
6723-0000 - Employee health insurance	347.75	345.00	(2.75)	1,792.25	1,725.00	(67.25)	4,140.00
6724-0000 - Union Benefits	1,189.76	1,197.00	7.24	5,948.78	5,985.00	36.22	14,368.00
6726-0001 - Contingency	0.00	0.00	0.00	1,682.50	2,200.00	517.50	2,200.00
TOTAL PAYROLL & RELATED COSTS	12,116.01	14,205.00	2,088.99	64,845.54	73,225.00	8,379.46	172,836.00
OPERATING EXPENSES							
6515-0000 - Janitors and cleaning supplies	231.70	250.00	18.30	1,020.78	1,250.00	229.22	3,000.00
6518-0000 - Uniforms	0.00	700.00	700.00	0.00	700.00	700.00	700.00
6519-0000 - Exterminating Contract	0.00	460.00	460.00	420.00	2,300.00	1,880.00	5,520.00
6520-0000 - Miscellaneous Repair Contractors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6525-0000 - Rubbish removal	309.49	400.00	90.51	1,543.18	2,000.00	456.82	4,800.00
6490-0000 - Misc operating expenses	0.00	50.00	50.00	0.00	250.00	250.00	600.00
TOTAL OPERATING EXPENSES	541.19	1,860.00	1,318.81	2,983.96	6,500.00	3,516.04	14,620.00
UTILITIES							
6450-0000 - Electricity	1,907.71	1,400.00	(507.71)	11,746.99	11,200.00	(546.99)	23,500.00
6451-0000 - Water	618.76	791.00	172.24	3,063.47	3,955.00	891.53	9,500.00
6452-0000 - Gas	418.55	2,000.00	1,581.45	14,415.36	22,400.00	7,984.64	45,000.00
6453-0000 - Sewer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITIES	2,945.02	4,191.00	1,245.98	29,225.82	37,555.00	8,329.18	78,000.00
MAINTENANCE EXPENSES							
6536-0000 - Ground supplies	0.00	4,000.00	4,000.00	0.00	5,000.00	5,000.00	8,000.00
6537-0000 - Grounds Contractor (Landscaper)	600.00	650.00	50.00	1,165.00	1,300.00	135.00	5,200.00
6541-0000 - Repair materials (general supplies)	216.10	750.00	533.90	1,388.31	3,750.00	2,361.69	9,000.00
6541-0001 - Appliance Parts	0.00	50.00	50.00	0.00	250.00	250.00	600.00
6541-0002 - Plumbing Supplies	198.94	0.00	(198.94)	331.16	0.00	(331.16)	0.00
6541-0003 - Electrical Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0007 - Safety Equipment	0.00	0.00	0.00	126.30	1,000.00	873.70	1,000.00
6545-0000 - Elevator Contractor (Annual Maintenance Contract)	361.00	500.00	139.00	1,805.00	2,500.00	695.00	6,000.00
6546-0000 - Heating/Cooling Contractor	1,007.50	500.00	(507.50)	3,520.29	2,500.00	(1,020.29)	10,000.00
6548-0000 - Snow removal	0.00	0.00	0.00	10,007.48	6,000.00	(4,007.48)	7,000.00
6551-0000 - Elevator Contractor (Special Repairs)	0.00	125.00	125.00	0.00	625.00	625.00	1,500.00
6560-0000 - Decorating (Tenant Pntg-Cycle/Turnover by Contractor)	0.00	1,000.00	1,000.00	5,810.00	5,000.00	(810.00)	12,000.00
6580-0000 - Equipment repairs	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6581-0000 - Window Washing	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00
6582-0000 - Fire Protection	1,320.00	150.00	(1,170.00)	1,320.00	750.00	(570.00)	2,000.00
6589-0000 - Parking Lot Expense	0.00	8,000.00	8,000.00	0.00	8,000.00	8,000.00	8,000.00
6590-0000 - Miscellaneous Repair	0.00	100.00	100.00	355.00	500.00	145.00	1,200.00
6591-0000 - Electrical Repairs	0.00	300.00	300.00	771.69	1,500.00	728.31	3,600.00
6594-0000 - Carpentry Repairs	0.00	100.00	100.00	155.44	500.00	344.56	1,200.00
6595-0000 - Plumbing Repairs	245.00	790.00	545.00	3,185.06	3,950.00	764.94	9,500.00
6596-0000 - Floor Repairs/Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
6598-0000 - Roof Repairs	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
6599-0000 - Window repairs	0.00	300.00	300.00	0.00	1,500.00	1,500.00	3,600.00
TOTAL MAINTENANCE EXPENSES	3,948.54	17,315.00	13,366.46	29,940.73	44,625.00	14,684.27	98,600.00
TAXES AND INSURANCE							
6710-0000 - Real estate taxes	7,185.00	7,185.00	0.00	35,925.00	35,925.00	0.00	86,220.00

FRANK B. PEERS HOUSING
Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6720-0000 - Property and liability insurance	1,369.46	1,415.00	45.54	6,847.30	7,075.00	227.70	16,980.00
6721-0000 - Fidelity bond insurance	0.00	100.00	100.00	0.00	100.00	100.00	100.00
TOTAL TAXES AND INSURANCE	8,554.46	8,700.00	-145.54	42,772.30	43,100.00	327.70	103,300.00
TOTAL OPERATING EXPENSES	40,600.59	52,972.00	12,371.41	216,453.22	252,810.00	36,356.78	563,572.00
NET OPERATING INCOME (LOSS)	40,480.41	26,812.00	13,668.41	180,909.93	146,110.00	34,799.93	393,848.00
FINANCIAL EXPENSES							
6820-0000 - Mortgage interest	21,232.12	21,208.00	(24.12)	106,612.07	106,040.00	(572.07)	254,496.00
7104-0000 - Replacement Reserve	1,961.64	1,800.00	(161.64)	9,808.20	9,000.00	(808.20)	21,600.00
7108-0000 - Mortgage Payable (long term)	9,255.42	9,280.00	24.58	45,825.63	46,400.00	574.37	111,360.00
TOTAL FINANCIAL EXPENSES	32,449.18	32,288.00	(161.18)	162,245.90	161,440.00	(805.90)	387,456.00
NET OPER INC/(LOSS) BEFORE CAP. EXP.	8,031.23	(5,476.00)	13,507.23	18,664.03	(15,330.00)	33,994.03	6,392.00
NET INCOME (LOSS)	8,031.23	(5,476.00)	13,507.23	18,664.03	(15,330.00)	33,994.03	6,392.00
Partnership Income							
8005-0000 - Mortgagor Entity Income	147.20	0.00	147.20	1,596.79	0.00	1,596.79	0.00
8010-0000 - Other Entity Expense	0.00	0.00	0.00	(85.00)	0.00	(85.00)	0.00
Total Partnership Activity	147.20	0.00	147.20	1,511.79	0.00	1,511.79	0.00
CAPITAL EXPENDITURES & ESCROWS							
7105-0000 - Replacement Reserve Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	(18,000.00)
7107-0000 - Residual Receipt Reserve Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	(237,000.00)
6991-0000 - Capital expenditures	0.00	0.00	0.00	0.00	0.00	0.00	252,537.00
6993-0000 - Appliance Replacement	0.00	125.00	125.00	0.00	625.00	625.00	1,500.00
6994-0000 - Carpet & tile	526.00	616.00	90.00	5,530.90	3,080.00	(2,450.90)	7,400.00
TOTAL CAPITAL EXPENDITURES & ESCROWS	526.00	741.00	215.00	5,530.90	3,705.00	(1,825.90)	6,437.00
GAIN/(LOSS) AFTER CAPITAL EXP. & ESCROWS	7,652.43	(6,217.00)	13,869.43	14,644.92	(19,035.00)	33,679.92	(45.00)

WALNUT PLACE
Balance Sheet
 Month EndIng 05/31/11

ASSETS

Current Assets	
1110-0000 - Petty Cash	900.00
1121-0000 - Cash - Operating	6,580.72
1130-0000 - Tenant/member accounts receivable	27,408.82
1131-0000 - Accounts receivable - subsidy	70,989.00
1240-0000 - Prepaid property and liability insurance	1,190.83
Total Current Assets	<u>107,069.37</u>
Other Assets	
1290-0000 - Misc Prepaid Expenses	249.33
1192-0000 - Tenant Sec Dep	21,925.47
1310-0000 - Real estate tax escrow	182,407.17
1311-0000 - Insurance escrow	33,023.57
1330-0000 - Debt Service Escrow	136,095.17
1140-0000 - Accounts Receivable - Other	3,433.28
1320 - Replacement Reserve	127,554.09
1340 - Residual Receipt	27,094.46
Total Other Assets	<u>531,782.54</u>
Fixed Assets	
1410-0000 - Land	220,000.00
1420-0000 - Building	2,918,659.85
1430-0000 - Land Improvements	396,727.57
1450-0000 - Furniture for project/tenant use	534,098.62
1497-0000 - Site improvements	69,354.14
4120-0000 - Accum depr - buildings	(3,252,799.29)
1498-0000 - Current F/A	6,329.75
Total Fixed Assets	<u>892,370.64</u>
Financing Costs	
1800-0000 - Organization costs	5,000.00
1900-0001 - Deferred Financing Costs	174,813.03
1999-0000 - Accum Amort - Bond Costs	(42,601.93)
Total Financing Costs	<u>137,211.10</u>
Partnership Assets	
1701-0000 - Cash - Partnership	104,392.98
Total Partnership Assets	<u>104,392.98</u>
Total Assets	<u>1,772,826.63</u>

WALNUT PLACE
Balance Sheet
 Month Ending 05/31/11

Liabilities & Equity

Current Liabilities

2110-0000 - Accounts payable	35,087.99
2120-0000 - Accrued wages and p/r taxes payable	2,657.81
2130-0000 - Accrued interest - mortgage	0.43
2150-0000 - Accrued property taxes	149,536.87
2155-0000 - Accrued professional services	14,714.00
2180-0000 - Misc current liabilities	23,641.83
Total Current Liabilities	<u>225,638.93</u>

Non-Current Liabilities

2191-0000 - Security deposits-residential	18,089.00
2191-0001 - Pet Deposit	900.00
2210-0000 - Prepaid Rent	3,522.61
2211-0000 - Prepaid HUD	29,673.00
2320-1000 - Mortgage payable - 2nd note	2,546,000.00
2320-0000 - Mortgage Payable (long term)	2,138,297.36
Total Non-Current Liabilities	<u>4,736,481.97</u>

Owner's Equity

3100-0000 - Limited Partners Equity	104,177.32
3209-0000 - Prior Year Retained Earnings	(3,366,375.44)
3210-0000 - Retained earnings	49,725.78
Current YTD Earnings	23,178.07
Total Owner's Equity	<u>(3,189,294.27)</u>

Total Liability & Owner Equity

1,772,826.63

WALNUT PLACE Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
GROSS OPERATING INCOME							
RESIDENTIAL RENTAL INCOME							
5120-0000 - Apartment rent	24,861.00	21,585.00	3,276.00	122,231.00	107,925.00	14,306.00	259,020.00
5121-0000 - Tenant assistant payments	61,479.00	64,755.00	(3,276.00)	309,469.00	323,775.00	(14,306.00)	777,060.00
5140-0000 - Commercial base rent	0.00	0.00	0.00	274.03	0.00	274.03	0.00
TOTAL RESIDENTIAL RENTAL INCOME	86,340.00	86,340.00	0.00	431,974.03	431,700.00	274.03	1,036,080.00
VACANCIES & ADJUSTMENTS							
5220-0000 - Vacancy loss - apartments	(5,528.00)	(1,684.00)	(3,844.00)	(26,914.00)	(8,420.00)	(18,494.00)	(20,208.00)
5221-0000 - Non-Revenue Units	(1,260.00)	(1,260.00)	0.00	(6,288.00)	(6,300.00)	12.00	(15,120.00)
TOTAL VACANCIES & ADJUSTMENTS	(6,788.00)	(2,944.00)	(3,844.00)	(33,202.00)	(14,720.00)	(18,482.00)	(35,328.00)
OTHER INCOME							
5910-0000 - Laundry income	0.00	250.00	(250.00)	1,415.50	1,250.00	165.50	3,000.00
5920-0000 - Nsf check fee	0.00	0.00	0.00	25.00	0.00	25.00	0.00
5990-0000 - Misc other income	0.00	30.00	(30.00)	3,007.00	150.00	2,857.00	360.00
5413-0000 - Interest income - escrow	0.00	210.00	(210.00)	2.71	1,050.00	(1,047.29)	2,520.00
TOTAL OTHER INCOME	0.00	490.00	(490.00)	4,450.21	2,450.00	2,000.21	5,880.00
GROSS OPERATING INCOME	79,552.00	83,886.00	(4,334.00)	403,222.24	419,430.00	(16,207.76)	1,006,632.00
ADVERTISING & RENTING EXPENSE							
6213-0000 - Employee Recruitment	0.00	0.00	0.00	67.38	200.00	132.62	200.00
6253-0000 - Credit Report Fees	0.00	30.00	30.00	103.00	150.00	47.00	360.00
TOTAL ADVERTISING & RENTING EXPENSE	0.00	30.00	30.00	170.38	350.00	179.62	560.00
ADMINISTRATIVE EXPENSE							
6311-0000 - Office supplies	328.81	270.00	(58.81)	1,378.56	1,350.00	(28.56)	3,240.00
6316-0000 - Office Equipment	162.85	300.00	137.15	1,160.09	1,500.00	339.91	3,600.00
6320-0000 - Management fee	3,720.85	3,833.00	112.15	19,486.27	19,165.00	(321.27)	46,000.00
6340-0000 - Legal Expense - Project	0.00	200.00	200.00	0.00	1,000.00	1,000.00	2,400.00
6350-0000 - Audit Expense	0.00	0.00	0.00	11,500.00	11,500.00	0.00	11,500.00
6360-0000 - Telephone	409.23	750.00	340.77	3,980.52	3,750.00	(230.52)	9,000.00
6365-0000 - Training & Education Expense	0.00	100.00	100.00	0.00	500.00	500.00	1,200.00
6370-0000 - Bad debts	5,431.00	50.00	(5,381.00)	13,352.00	250.00	(13,102.00)	600.00
6371-0000 - Fees Dues & Contributions	0.00	40.00	40.00	0.00	200.00	200.00	480.00
6380-0000 - Consulting/study costs	1,350.00	0.00	(1,350.00)	1,350.00	0.00	(1,350.00)	1,500.00
6385-0000 - Temporary Help	207.46	0.00	(207.46)	617.32	0.00	(617.32)	0.00
6390-0000 - Misc administrative expenses	212.85	100.00	(112.85)	1,052.29	500.00	(552.29)	1,200.00
6390-0002 - Computer Supplies/Data Processing	126.63	130.00	3.37	633.15	650.00	16.85	1,560.00
6395-0000 - Tenant Retention	0.00	500.00	500.00	1,891.05	2,500.00	608.95	6,500.00
6431-0000 - Travel & Expense Reimbursement	0.00	300.00	300.00	548.01	1,500.00	951.99	3,600.00
6860-0000 - Security Deposit Interest	(3.81)	(12.00)	(8.19)	(17.24)	(60.00)	(42.76)	(144.00)
TOTAL ADMINISTRATIVE EXPENSE	11,945.87	6,561.00	(5,384.87)	56,932.02	44,305.00	(12,627.02)	92,236.00
PAYROLL & RELATED COSTS							
6310-0000 - Office salaries	4,214.58	5,666.00	1,451.42	21,656.23	28,330.00	6,673.77	68,000.00
6510-0000 - Janitor and cleaning payroll	1,122.46	1,241.00	118.54	5,565.81	6,205.00	639.19	14,900.00
6540-0000 - Repairs payroll	3,837.56	3,833.00	(4.56)	21,283.09	19,165.00	(2,118.09)	46,000.00
6900-0000 - Social Service Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	0.00

WALNUT PLACE Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6715-0000 - Payroll Taxes	1,158.47	1,681.00	522.53	6,542.07	8,405.00	1,862.93	20,175.00
6722-0000 - Workers compensation	242.33	242.00	(0.33)	1,211.65	1,210.00	(1.65)	3,053.00
6723-0000 - Employee health insurance	350.65	345.00	(5.65)	1,800.95	1,725.00	(75.95)	4,140.00
6724-0000 - Union Benefits	1,189.76	1,197.00	7.24	5,948.78	5,985.00	36.22	14,368.00
6726-0001 - Contingency	0.00	0.00	0.00	1,682.50	2,200.00	517.50	2,200.00
TOTAL PAYROLL & RELATED COSTS	12,115.81	14,205.00	2,089.19	65,691.08	73,225.00	7,533.92	172,836.00
OPERATING EXPENSES							
6515-0000 - Janitors and cleaning supplies	231.70	250.00	18.30	1,294.43	1,250.00	(44.43)	3,000.00
6518-0000 - Uniforms	0.00	700.00	700.00	0.00	700.00	700.00	700.00
6519-0000 - Exterminating Contract	0.00	460.00	460.00	390.00	2,300.00	1,910.00	5,520.00
6520-0000 - Miscellaneous Repair Contractors	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6525-0000 - Rubbish removal	309.49	400.00	90.51	1,563.18	2,000.00	436.82	4,800.00
6490-0000 - Misc operating expenses	200.00	50.00	(150.00)	200.00	250.00	50.00	600.00
TOTAL OPERATING EXPENSES	741.19	1,860.00	1,118.81	3,447.61	6,500.00	3,052.39	14,620.00
UTILITIES							
6450-0000 - Electricity	1,312.57	800.00	(512.57)	5,355.45	5,500.00	144.55	16,800.00
6451-0000 - Water	506.84	800.00	293.16	2,923.25	3,500.00	576.75	7,500.00
6452-0000 - Gas	(4,407.46)	2,000.00	6,407.46	11,866.08	21,000.00	9,133.92	37,750.00
6453-0000 - Sewer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL UTILITIES	(2,588.05)	3,600.00	6,188.05	20,144.78	30,000.00	9,855.22	62,050.00
MAINTENANCE EXPENSES							
6536-0000 - Ground supplies	0.00	4,000.00	4,000.00	0.00	5,000.00	5,000.00	8,000.00
6537-0000 - Grounds Contractor (Landscaper)	650.00	608.00	(42.00)	650.00	1,216.00	566.00	4,864.00
6541-0000 - Repair materials (general supplies)	86.60	600.00	513.40	821.04	3,000.00	2,178.96	7,200.00
6541-0001 - Appliance Parts	0.00	50.00	50.00	0.00	250.00	250.00	600.00
6541-0002 - Plumbing Supplies	(42.73)	0.00	42.73	132.22	0.00	(132.22)	0.00
6541-0003 - Electrical Supplies	0.00	0.00	0.00	97.21	0.00	(97.21)	0.00
6541-0007 - Safety Equipment	0.00	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00
6545-0000 - Elevator Contractor (Annual Maintenance Contract)	360.00	500.00	140.00	1,820.00	2,500.00	680.00	6,000.00
6546-0000 - Heating/Cooling Contractor	0.00	400.00	400.00	0.00	2,000.00	2,000.00	9,000.00
6548-0000 - Snow removal	0.00	0.00	0.00	8,495.48	8,000.00	(495.48)	9,000.00
6551-0000 - Elevator Contractor (Special Repairs)	0.00	50.00	50.00	1,260.00	250.00	(1,010.00)	600.00
6560-0000 - Decorating (Tenant Pntg-Cycle/Turnover by Contractor)	0.00	1,000.00	1,000.00	245.00	5,000.00	4,755.00	12,000.00
6580-0000 - Equipment repairs	0.00	0.00	0.00	0.00	0.00	0.00	500.00
6581-0000 - Window Washing	0.00	0.00	0.00	0.00	0.00	0.00	900.00
6582-0000 - Fire Protection	0.00	350.00	350.00	252.87	1,750.00	1,497.13	4,200.00
6582-0001 - Fire Safety Equipment	0.00	100.00	100.00	55.00	500.00	445.00	1,200.00
6589-0000 - Parking Lot Expense	0.00	0.00	0.00	0.00	0.00	0.00	8,000.00
6590-0000 - Miscellaneous Repair	0.00	100.00	100.00	0.00	500.00	500.00	1,200.00
6591-0000 - Electrical Repairs	372.00	450.00	78.00	447.00	2,250.00	1,803.00	5,400.00
6594-0000 - Carpentry Repairs	0.00	350.00	350.00	813.84	1,750.00	936.16	4,200.00
6595-0000 - Plumbing Repairs	245.00	400.00	155.00	5,057.49	2,000.00	(3,057.49)	4,800.00
6596-0000 - Floor Repairs/Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
6598-0000 - Roof Repairs	0.00	0.00	0.00	814.62	0.00	(814.62)	5,000.00
6599-0000 - Window repairs	0.00	300.00	300.00	0.00	1,500.00	1,500.00	3,600.00
TOTAL MAINTENANCE EXPENSES	1,670.87	9,258.00	7,587.13	20,961.77	38,466.00	17,504.23	99,764.00

WALNUT PLACE
Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
TAXES AND INSURANCE							
6710-0000 - Real estate taxes	8,683.00	8,683.00	0.00	43,415.00	43,415.00	0.00	104,196.00
6720-0000 - Property and liability insurance	1,190.83	1,234.00	43.17	5,954.15	6,170.00	215.85	14,808.00
6721-0000 - Fidelity bond insurance	0.00	100.00	100.00	0.00	100.00	100.00	100.00
TOTAL TAXES AND INSURANCE	9,873.83	10,017.00	143.17	49,369.15	49,685.00	315.85	119,104.00
TOTAL OPERATING EXPENSES	33,759.52	45,531.00	11,771.48	216,716.79	242,531.00	25,814.21	561,170.00
NET OPERATING INCOME (LOSS)	45,792.48	38,355.00	7,437.48	186,505.45	176,899.00	9,606.45	445,462.00
FINANCIAL EXPENSES							
6820-0000 - Mortgage interest	22,660.15	22,655.00	(5.15)	113,817.26	113,275.00	(542.26)	271,860.00
7104-0000 - Replacement Reserve	1,994.91	1,833.00	(161.91)	9,974.55	9,165.00	(809.55)	21,996.00
7108-0000 - Mortgage Payable (long term)	10,826.80	10,854.00	27.20	53,617.49	54,270.00	652.51	130,248.00
TOTAL FINANCIAL EXPENSES	35,481.86	35,342.00	(139.86)	177,409.30	176,710.00	(699.30)	424,104.00
NET OPER INC/(LOSS) BEFORE CAP. EXP.	10,310.62	3,013.00	7,297.62	9,096.15	189.00	8,907.15	21,358.00
NET INCOME (LOSS)	10,310.62	3,013.00	7,297.62	9,096.15	189.00	8,907.15	21,358.00
Partnership Income							
8005-0000 - Mortgagor Entity Income	45.74	0.00	45.74	215.66	0.00	215.66	0.00
Total Partnership Activity	45.74	0.00	45.74	215.66	0.00	215.66	0.00
CAPITAL EXPENDITURES & ESCROWS							
7105-0000 - Replacement Reserve Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	(24,000.00)
6991-0000 - Capital expenditures	0.00	24,000.00	24,000.00	1,865.00	24,000.00	22,135.00	37,400.00
6993-0000 - Appliance Replacement	0.00	125.00	125.00	0.00	625.00	625.00	1,500.00
6994-0000 - Carpet & tile	1,053.00	485.00	(568.00)	4,464.75	2,425.00	(2,039.75)	5,820.00
TOTAL CAPITAL EXPENDITURES & ESCROWS	1,053.00	24,610.00	23,557.00	6,329.75	27,050.00	20,720.25	20,720.00
GAIN/(LOSS) AFTER CAPITAL EXP. & ESCROWS	9,303.36	(21,597.00)	30,900.36	2,982.06	(26,861.00)	29,843.06	638.00

RAVINIA HOUSING**Balance Sheet**

Month Ending 05/31/11

ASSETS

Current Assets	
1110-0000 - Petty Cash	150.00
1121-0000 - Cash - Operating	27,689.68
1130-0000 - Tenant/member accounts receivable	38,496.92
1131-0000 - Accounts receivable - subsidy	38,764.00
1240-0000 - Prepaid property and liability insurance	416.79
1250-0000 - Prepaid Mortgage Insurance	3,006.49
Total Current Assets	<u>108,523.88</u>
Other Assets	
1290-0000 - Misc Prepaid Expenses	61.08
1192-0000 - Tenant Sec Dep	6,987.11
1310-0000 - Real estate tax escrow	38,141.50
1311-0000 - Insurance escrow	52,241.13
1312-0000 - Mortgage Insurance Escrow	1,756.55
1140-0000 - Accounts Receivable - Other	635.36
1320 - Replacement Reserve	45,501.52
1340 - Residual Receipt	444,559.56
Total Other Assets	<u>589,883.81</u>
Fixed Assets	
1420-0000 - Building	1,076,518.20
1430-0000 - Land Improvements	214,491.66
1450-0000 - Furniture for project/tenant use	125,536.05
1497-0000 - Site improvements	85,122.00
4120-0000 - Accum depr - buildings	(962,191.88)
1498-0000 - Current F/A	4,952.00
Total Fixed Assets	<u>544,428.03</u>
Financing Costs	
1800-0000 - Organization costs	41,848.00
1999-0000 - Accum Amort - Bond Costs	(28,071.34)
Total Financing Costs	<u>13,776.66</u>
Partnership Assets	
1701-0000 - Cash - Partnership	144,409.54
Total Partnership Assets	<u>144,409.54</u>
Total Assets	<u>1,401,021.92</u>

RAVINIA HOUSING
Balance Sheet
 Month Ending 05/31/11

Liabilities & Equity

Current Liabilities	
2110-0000 - Accounts payable	290.00
2120-0000 - Accrued wages and p/r taxes payable	542.05
2130-0000 - Accrued interest - mortgage	(17.05)
2150-0000 - Accrued property taxes	46,750.00
2180-0000 - Misc current liabilities	5,306.66
Total Current Liabilities	<u>52,871.66</u>
Non-Current Liabilities	
2191-0000 - Security deposits-residential	6,655.00
2210-0000 - Prepaid Rent	4,416.57
2211-0000 - Prepaid HUD	21,674.26
2320-0000 - Mortgage Payable (long term)	738,782.49
Total Non-Current Liabilities	<u>771,528.32</u>
Owner's Equity	
3100-0000 - Limited Partners Equity	144,111.21
3209-0000 - Prior Year Retained Earnings	404,500.65
3210-0000 - Retained earnings	18,863.95
Current YTD Earnings	9,146.13
Total Owner's Equity	<u>576,621.94</u>
Total Liability & Owner Equity	<u>1,401,021.92</u>

RAVINIA HOUSING Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
GROSS OPERATING INCOME							
RESIDENTIAL RENTAL INCOME							
5120-0000 - Apartment rent	4,330.00	5,736.00	(1,406.00)	27,663.00	28,680.00	(1,017.00)	66,840.00
5121-0000 - Tenant assistant payments	24,349.00	22,943.00	1,406.00	115,732.00	114,715.00	1,017.00	236,490.00
TOTAL RESIDENTIAL RENTAL INCOME	28,679.00	28,679.00	0.00	143,395.00	143,395.00	0.00	303,330.00
VACANCIES & ADJUSTMENTS							
5220-0000 - Vacancy loss - apartments	(1,612.00)	(1,213.00)	(399.00)	(8,060.00)	(6,065.00)	(1,995.00)	(14,554.00)
TOTAL VACANCIES & ADJUSTMENTS	(1,612.00)	(1,213.00)	(399.00)	(8,060.00)	(6,065.00)	(1,995.00)	(14,554.00)
OTHER INCOME							
5990-0000 - Misc other income	0.00	8.00	(8.00)	0.00	40.00	(40.00)	100.00
TOTAL OTHER INCOME	0.00	8.00	(8.00)	0.00	40.00	(40.00)	100.00
GROSS OPERATING INCOME	27,067.00	27,474.00	(407.00)	135,335.00	137,370.00	(2,035.00)	288,876.00
ADVERTISING & RENTING EXPENSE							
6213-0000 - Employee Recruitment	0.00	0.00	0.00	17.94	0.00	(17.94)	0.00
6250-0000 - Renting expenses	0.00	8.00	8.00	0.00	40.00	40.00	100.00
TOTAL ADVERTISING & RENTING EXPENSE	0.00	8.00	8.00	17.94	40.00	22.06	100.00
ADMINISTRATIVE EXPENSE							
6311-0000 - Office supplies	322.46	607.00	284.54	2,137.78	3,035.00	897.22	7,285.00
6316-0000 - Office Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6320-0000 - Management fee	884.12	844.00	(40.12)	4,594.17	4,220.00	(374.17)	10,132.00
6340-0000 - Legal Expense - Project	1,000.00	250.00	(750.00)	3,010.00	1,250.00	(1,760.00)	3,000.00
6350-0000 - Audit Expense	1,100.00	0.00	(1,100.00)	5,100.00	11,300.00	6,200.00	11,300.00
6360-0000 - Telephone	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6365-0000 - Training & Education Expense	0.00	42.00	42.00	0.00	210.00	210.00	500.00
6370-0000 - Bad debts	12.00	0.00	(12.00)	1,674.00	0.00	(1,674.00)	0.00
6385-0000 - Temporary Help	56.58	0.00	(56.58)	2,080.86	0.00	(2,080.86)	0.00
6390-0000 - Misc administrative expenses	283.75	83.00	(200.75)	566.56	415.00	(151.56)	1,000.00
6390-0002 - Computer Supplies/Data Processing	56.71	0.00	(56.71)	283.55	0.00	(283.55)	0.00
6395-0000 - Tenant Retention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6431-0000 - Travel & Expense Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6860-0000 - Security Deposit Interest	(1.23)	0.00	1.23	(5.78)	0.00	5.78	0.00
TOTAL ADMINISTRATIVE EXPENSE	3,714.39	1,826.00	(1,888.39)	19,441.14	20,430.00	988.86	33,217.00
PAYROLL & RELATED COSTS							
6310-0000 - Office salaries	1,003.15	1,518.00	514.85	5,265.76	7,590.00	2,324.24	18,211.00
6510-0000 - Janitor and cleaning payroll	1,352.76	1,542.00	189.24	7,299.92	7,710.00	410.08	18,500.00
6715-0000 - Payroll Taxes	292.45	242.00	(50.45)	1,643.32	1,210.00	(433.32)	2,900.00
6722-0000 - Workers compensation	66.08	67.00	0.92	330.40	335.00	4.60	800.00
6723-0000 - Employee health insurance	111.75	483.00	371.25	603.39	2,415.00	1,811.61	5,800.00
6724-0000 - Union Benefits	324.48	0.00	(324.48)	1,622.39	0.00	(1,622.39)	0.00
TOTAL PAYROLL & RELATED COSTS	3,150.67	3,852.00	701.33	16,765.18	19,260.00	2,494.82	46,211.00
OPERATING EXPENSES							
6515-0000 - Janitors and cleaning supplies	181.58	583.00	401.42	665.72	2,915.00	2,249.28	7,000.00

**RAVINIA HOUSING
Actual vs Budget Accrual Operating Statement**

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6517-0000 - Outside Cleaning Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6520-0000 - Miscellaneous Repair Contractors	2,313.00	1,417.00	(896.00)	9,154.75	7,085.00	(2,069.75)	17,000.00
6525-0000 - Rubbish removal	717.58	212.00	(505.58)	2,156.53	1,060.00	(1,096.53)	2,540.00
TOTAL OPERATING EXPENSES	3,212.16	2,212.00	(1,000.16)	11,977.00	11,060.00	(917.00)	26,540.00
UTILITIES							
6450-0000 - Electricity	247.33	83.00	(164.33)	1,372.42	415.00	(957.42)	1,000.00
6451-0000 - Water	27.71	25.00	(2.71)	134.47	125.00	(9.47)	300.00
6452-0000 - Gas	0.00	8.00	8.00	0.00	40.00	40.00	92.00
6453-0000 - Sewer	0.00	25.00	25.00	0.00	125.00	125.00	300.00
TOTAL UTILITIES	275.04	141.00	(134.04)	1,506.89	705.00	(801.89)	1,692.00
MAINTENANCE EXPENSES							
6537-0000 - Grounds Contractor (Landscaper)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0000 - Repair materials (general supplies)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0002 - Plumbing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0003 - Electrical Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6541-0009 - Window Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6546-0000 - Heating/Cooling Contractor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6548-0000 - Snow removal	0.00	0.00	0.00	19,563.77	20,000.00	436.23	20,000.00
6560-0000 - Decorating (Tenant Prtg-Cycle/Turnover by Contractor)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6595-0000 - Plumbing Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6599-0000 - Window repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE EXPENSES	0.00	0.00	0.00	19,563.77	20,000.00	436.23	20,000.00
TAXES AND INSURANCE							
6710-0000 - Real estate taxes	2,750.00	2,750.00	0.00	13,750.00	13,750.00	0.00	33,000.00
6720-0000 - Property and liability insurance	416.79	417.00	0.21	2,083.95	2,085.00	1.05	5,000.00
TOTAL TAXES AND INSURANCE	3,166.79	3,167.00	0.21	15,833.95	15,835.00	1.05	38,000.00
TOTAL OPERATING EXPENSES	13,519.05	11,206.00	(2,313.05)	85,105.87	87,330.00	2,224.13	165,760.00
NET OPERATING INCOME (LOSS)	13,547.95	16,268.00	(2,720.05)	50,229.13	50,040.00	189.13	123,116.00
FINANCIAL EXPENSES							
6820-0000 - Mortgage interest	4,131.03	4,131.03	0.00	20,824.72	20,824.72	0.00	35,150.60
6850-0000 - Mortgage Service Fee	334.06	334.06	0.00	1,692.66	1,692.66	0.00	2,938.72
7104-0000 - Replacement Reserve	712.00	1,023.00	311.00	3,560.00	5,115.00	1,555.00	12,272.00
7108-0000 - Mortgage Payable (long term)	3,049.76	3,049.76	0.00	15,080.16	15,080.16	0.00	21,086.97
TOTAL FINANCIAL EXPENSES	8,226.85	8,537.85	311.00	41,157.54	42,712.54	1,555.00	71,448.29
NET OPER INC/(LOSS) BEFORE CAP. EXP.	5,321.10	7,730.15	(2,409.05)	9,071.59	7,327.46	1,744.13	51,667.71
NET INCOME (LOSS)	5,321.10	7,730.15	(2,409.05)	9,071.59	7,327.46	1,744.13	51,667.71
Partnership Income							
8005-0000 - Mortgage Entity Income	63.27	0.00	63.27	298.33	0.00	298.33	0.00
Total Partnership Activity	63.27	0.00	63.27	298.33	0.00	298.33	0.00
CAPITAL EXPENDITURES & ESCROWS							

RAVINIA HOUSING
Actual vs Budget Accrual Operating Statement

	Month Ending 05/31/11			Year To Date 05/31/11			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
6991-0000 - Capital expenditures	0.00	0.00	0.00	4,952.00	0.00	(4,952.00)	0.00
TOTAL CAPITAL EXPENDITURES & ESCROWS	0.00	0.00	0.00	4,952.00	0.00	(4,952.00)	0.00
GAIN/(LOSS) AFTER CAPITAL EXP. & ESCROWS	5,384.37	7,730.15	(2,345.78)	4,417.92	7,327.46	(2,909.54)	51,667.71

Sunset Woods Housing
Income Statement
Compared with Budget
For the Five Months Ending May 31, 2011

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
Rents	\$ 9,170.00	\$ 9,388.00	(218.00)	\$ 45,850.00	\$ 46,939.00	(1,089.00)
Late & NSF Fees	10.00	0.00	10.00	50.00	0.00	50.00
Misc. Income	0.00	1,000.00	(1,000.00)	0.00	4,000.00	(4,000.00)
Interest Income Assn	76.21	0.00	76.21	363.14	0.00	363.14
Interest Income	2.94	0.00	2.94	13.84	0.00	13.84
Sale of Unit 321	0.00	0.00	0.00	135,000.00	0.00	135,000.00
Total Revenues	9,259.15	10,388.00	(1,128.85)	181,276.98	50,939.00	130,337.98
Cost of Sales						
Cost of Unit 321	0.00	0.00	0.00	4,245.00	0.00	4,245.00
Total Cost of Sales	0.00	0.00	0.00	4,245.00	0.00	4,245.00
Gross Profit	9,259.15	10,388.00	(1,128.85)	177,031.98	50,939.00	126,092.98
Expenses						
Office Supplies	0.00	0.00	0.00	61.17	50.00	11.17
Management Fee	556.72	670.00	(113.28)	2,943.53	3,348.00	(404.47)
Legal and Accounting Assn	80.00	0.00	80.00	3,005.00	0.00	3,005.00
Credit Ck Fees	82.56	0.00	82.56	211.54	0.00	211.54
Carpet Cleaning	0.00	42.00	(42.00)	0.00	206.00	(206.00)
Heating & Air	0.00	42.00	(42.00)	0.00	206.00	(206.00)
Electrical & Plumbing Maint	0.00	42.00	(42.00)	0.00	206.00	(206.00)
Painting & Decorating	0.00	83.00	(83.00)	0.00	419.00	(419.00)
Appliance Repairs	0.00	42.00	(42.00)	0.00	206.00	(206.00)
Supplies Assn	5.24	0.00	5.24	5.24	0.00	5.24
Supplies	11.59	42.00	(30.41)	11.59	206.00	(194.41)
Locks	0.00	0.00	0.00	43.68	0.00	43.68
Maintenance Assn	0.00	0.00	0.00	133.54	0.00	133.54
Maintenance	0.00	42.00	(42.00)	90.00	206.00	(116.00)
Security	0.00	9.00	(9.00)	0.00	44.00	(44.00)
Electricity Assn	29.41	0.00	29.41	154.11	0.00	154.11
Condo Assessment Rental Units	2,919.46	3,000.00	(80.54)	14,883.67	15,000.00	(116.33)
Cable TV	522.90	500.00	22.90	2,651.85	2,500.00	151.85
Real Estate tax expense Assn	0.00	0.00	0.00	3,844.90	0.00	3,844.90
Real Estate tax expense	0.00	2,500.00	(2,500.00)	0.00	12,500.00	(12,500.00)
Loan Interest	2,116.61	3,038.00	(921.39)	10,696.94	15,189.00	(4,492.06)
Bldg Insurance	0.00	250.00	(250.00)	0.00	1,250.00	(1,250.00)
Bad Debt Expense	0.00	0.00	0.00	1,090.00	0.00	1,090.00
Total Expenses	6,324.49	10,302.00	(3,977.51)	39,826.76	51,536.00	(11,709.24)
Net Income	\$ 2,934.66	\$ 86.00	2,848.66	\$ 137,205.22	(\$ 597.00)	137,802.22

Sunset Woods Housing
Balance Sheet
May 31, 2011

ASSETS

Current Assets		
General Checking	\$	18,201.06
Assn Money Mkt HP Bank & Trust		161,270.88
Assn Checking HP Bank & Trust		23,470.88
Sec.Dep. Savings		10,404.05
Savings Account		18,997.28
Accounts Receivable		<u>2,441.00</u>
Total Current Assets		234,785.15
Property and Equipment		
Building		1,552,988.40
Building Unit 231		135,000.32
Building Unit 319		134,999.62
Building Unit 321		135,000.00
Accum Dep Building		<u>(320,306.00)</u>
Total Property and Equipment		1,637,682.34
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets		<u>\$ 1,872,467.49</u>

LIABILITIES AND CAPITAL

Current Liabilities		
Due to Peers Housing Assn	\$	258,832.40
Accrued RE Tax		32,400.00
Accrued RE Taxes Assn		10,330.50
Security Deposits		<u>8,495.00</u>
Total Current Liabilities		310,057.90
Long-Term Liabilities		
Notes Payable, Harris		447,039.28
Notes Payable, Lake Co		66,670.48
Notes Payable, IHDA		<u>131,656.45</u>
Total Long-Term Liabilities		<u>645,366.21</u>
Total Liabilities		955,424.11
Capital		
Equity-Retained Earnings		779,838.16
Net Income		<u>137,205.22</u>
Total Capital		<u>917,043.38</u>
Total Liabilities & Capital		<u>\$ 1,872,467.49</u>

Sunset Woods Housing
 Account Register
 For the Period From May 1, 2011 to May 31, 2011
 1101M13 - General Checking

Filter Criteria includes: Report order is by Date.

Date	Trans No	Type	Trans Desc	Deposit Amt	Withdrawal Amt	Balance
			Beginning Balance			17,414.42
5/1/11	5/1/11	Deposit	Tenant	506.00		17,920.42
		Deposit	Tenant	307.00		18,227.42
		Deposit	Tenant	509.00		18,736.42
		Deposit	Tenant	579.00		19,315.42
		Deposit	Tenant	664.00		19,979.42
		Deposit	Tenant	289.00		20,268.42
		Deposit	Tenant	366.00		20,634.42
		Deposit	Tenant	617.00		21,251.42
5/3/11	1394	Withdrawal	Sunset Woods Condominium Assoc		3,442.36	17,809.06
5/9/11	5/12/11	Deposit	Tenant	360.00		18,169.06
		Deposit	Tenant	144.00		18,313.06
		Deposit	Tenant	357.00		18,670.06
		Deposit	Tenant	500.00		19,170.06
		Deposit	Tenant	835.00		20,005.06
		Deposit	Tenant	559.00		20,564.06
		Deposit	Tenant	795.00		21,359.06
		Deposit	Tenant	249.00		21,608.06
		Deposit	Tenant	287.00		21,895.06
5/11/11	1395	Withdrawal	Housing Opportunity Dev. Corp.		16.83	21,878.23
5/15/11	loan1105	Other	Harris Bank/auto pymt		3,037.89	18,840.34
5/18/11	1396	Withdrawal	Housing Opportunity Dev. Corp.		556.72	18,283.62
5/18/11	1397	Withdrawal	Kroll Factual Data		82.56	18,201.06
			Total	7,923.00	7,136.36	

Sunset Woods - May 31, 2011

Ending balance checking	\$ 18,201
Ending balance operating reserve	<u>\$ 18,997</u>
TOTAL	\$ 37,198

Illinois Charitable Organization Annual Report

PMT #	_____
AMT	_____
INIT	_____

Attorney General **Lisa Madigan** State of Illinois
Charitable Trust Bureau, 100 West Randolph
11th Floor, Chicago, Illinois 60601

CO# _____

Report for the Fiscal Period:
Beginning 1/01/10
& Ending 12/31/10
MO DAY YR

Make Checks Payable to the Illinois Charity Bureau Fund

Check all items attached:

- Copy of IRS Return
- Audited Financial Statements
- Copy of Form IFC
- \$15.00 Annual Report Filing Fee
- \$100.00 Late Report Filing Fee

Federal ID # 01-0628727

Are contributions to the organization tax deductible? Yes No

Date Organization was created: 1/01/2002
MO DAY YR

LEGAL NAME SUNSET WOODS ASSOCIATION	Year-end amounts	
MAIL ADDRESS C/O LEE SMITH 1150 HALF DAY ROAD	A ASSETS	A\$ 2,034,280.
CITY, STATE ZIP CODE HIGHLAND PARK, IL 60035	B LIABILITIES	B\$ 1,264,711.
	C NET ASSETS	C\$ 769,569.
I SUMMARY OF ALL REVENUE ITEMS DURING THE YEAR:	PERCENTAGE	AMOUNT
D PUBLIC SUPPORT, CONTRIBUTIONS AND PROGRAM SERVICE REVENUE (GROSS AMOUNTS).....	99.28 %	D\$ 242,732.
E GOVERNMENT GRANTS AND MEMBERSHIP DUES.....	%	E\$
F OTHER REVENUES.....SEE STATEMENT 1.....	0.72 %	F\$ 1,766.
G TOTAL REVENUE, INCOME AND CONTRIBUTIONS RECEIVED (ADD D, E, AND F).....	100 %	G\$ 244,498.
II SUMMARY OF ALL EXPENDITURES DURING THE YEAR:		
H OPERATING CHARITABLE PROGRAM EXPENSE.....	100.00 %	H\$ 329,173.
I EDUCATION PROGRAM SERVICE EXPENSE.....	%	I\$
J TOTAL CHARITABLE PROGRAM SERVICE EXPENSE (ADD H AND I).....	100.00 %	J\$ 329,173.
J1 JOINT COSTS ALLOCATED TO PROGRAM SERVICES (INCLUDED IN J)..... \$		
K GRANTS TO OTHER CHARITABLE ORGANIZATIONS.....	%	K\$
L TOTAL CHARITABLE PROGRAM SERVICE EXPENDITURE (ADD J AND K).....	100.00 %	L\$ 329,173.
M MANAGEMENT AND GENERAL EXPENSE.....	%	M\$
N FUNDRAISING EXPENSE.....	%	N\$
O TOTAL EXPENDITURES THIS PERIOD (ADD L, M, AND N).....	100 %	O\$ 329,173.
III SUMMARY OF ALL PAID FUNDRAISER AND CONSULTANT ACTIVITIES: (Attach Attorney General Report of Individual Fundraising Campaign — Form IFC. One for each PFR.)		
PROFESSIONAL FUNDRAISERS:		
P TOTAL AMOUNT RAISED BY PAID PROFESSIONAL FUNDRAISERS.....	100 %	P\$ 0.
Q TOTAL FUNDRAISERS FEES AND EXPENSES.....	%	Q\$ 0.
R NET RECEIVED BY THE CHARITY (P MINUS Q=R).....	%	R\$ 0.
PROFESSIONAL FUNDRAISING CONSULTANTS:		
S TOTAL AMOUNT PAID TO PROFESSIONAL FUNDRAISING CONSULTANTS.....		S\$ 0.
IV COMPENSATION TO THE (3) HIGHEST PAID PERSONS DURING THE YEAR:		
T NAME, TITLE: <u>N/A,</u>		T\$
U NAME, TITLE: _____		U\$
V NAME, TITLE: _____		V\$
V CHARITABLE PROGRAM DESCRIPTION: CHARITABLE PROGRAM (3 HIGHEST BY \$ EXPENDED) CODE CATEGORIES		See instructions for list CODE
W DESCRIPTION: <u>HOUSING FOR THE POOR</u>	W#	131
X DESCRIPTION: _____	X#	
Y DESCRIPTION: _____	Y#	

IF THE ANSWER TO ANY OF THE FOLLOWING IS YES, ATTACH A DETAILED EXPLANATION:

	YES	NO
1 WAS THE ORGANIZATION THE SUBJECT OF ANY COURT ACTION, FINE, PENALTY OR JUDGMENT?		X
2 HAS THE ORGANIZATION OR A CURRENT DIRECTOR, TRUSTEE, OFFICER OR EMPLOYEE THEREOF, EVER BEEN CONVICTED BY ANY COURT OF ANY MISDEMEANOR INVOLVING THE MISUSE OR MISAPPROPRIATION OF FUNDS OR ANY FELONY?		X
3 DID THE ORGANIZATION MAKE A GRANT AWARD OR CONTRIBUTION TO ANY ORGANIZATION IN WHICH ANY OF ITS OFFICERS, DIRECTORS OR TRUSTEES OWNS AN INTEREST; OR WAS IT A PARTY TO ANY TRANSACTION IN WHICH ANY OF ITS OFFICERS, DIRECTORS OR TRUSTEES HAS A MATERIAL FINANCIAL INTEREST; OR DID ANY OFFICER, DIRECTOR OR TRUSTEE RECEIVE ANYTHING OF VALUE NOT REPORTED AS COMPENSATION?		X
4 HAS THE ORGANIZATION INVESTED IN ANY CORPORATE STOCK IN WHICH ANY OFFICER, DIRECTOR OR TRUSTEE OWNS MORE THAN 10% OF THE OUTSTANDING SHARES?		X
5 IS ANY PROPERTY OF THE ORGANIZATION HELD IN THE NAME OF OR COMMINGLED WITH THE PROPERTY OF ANY OTHER PERSON OR ORGANIZATION?		X
6 DID THE ORGANIZATION USE THE SERVICES OF A PROFESSIONAL FUNDRAISER? (ATTACH FORM IFC)		X
7a DID THE ORGANIZATION ALLOCATE THE COST OF ANY SOLICITATION, MAILING, ADVERTISEMENT OR LITERATURE COSTS BETWEEN PROGRAM SERVICE AND FUNDRAISING EXPENSES?		X
7b IF 'YES', ENTER (i) THE AGGREGATE AMOUNT OF THESE JOINT COSTS \$ _____; (ii) THE AMOUNT ALLOCATED TO PROGRAM SERVICES \$ _____; (iii) THE AMOUNT ALLOCATED TO MANAGEMENT AND GENERAL \$ _____; AND (iv) THE AMOUNT ALLOCATED TO FUNDRAISING \$ _____		
8 DID THE ORGANIZATION EXPEND ITS RESTRICTED FUNDS FOR PURPOSES OTHER THAN RESTRICTED PURPOSES?		X
9 HAS THE ORGANIZATION EVER BEEN REFUSED REGISTRATION OR HAD ITS REGISTRATION OR TAX EXEMPTION SUSPENDED OR REVOKED BY ANY GOVERNMENTAL AGENCY?		X
10 WAS THERE OR DO YOU HAVE ANY KNOWLEDGE OF ANY KICKBACK, BRIBE, OR ANY THEFT, DEFALCATION MISAPPROPRIATION, COMMINGLING OR MISUSE OF ORGANIZATIONAL FUNDS?		X
11 LIST THE NAME AND ADDRESS OF THE FINANCIAL INSTITUTIONS WHERE THE ORGANIZATION MAINTAINS ITS THREE LARGEST ACCOUNTS: <u>SEE STATEMENT 2</u>		
12 NAME AND TELEPHONE NUMBER OF CONTACT PERSON: <u>LEE SMITH 847-926-1612</u>		

ALL ATTACHMENTS MUST ACCOMPANY THIS REPORT -- SEE INSTRUCTIONS

UNDER PENALTY OF PERJURY, I (WE) THE UNDERSIGNED DECLARE AND CERTIFY THAT I (WE) HAVE EXAMINED THIS ANNUAL REPORT AND THE ATTACHED DOCUMENTS, INCLUDING ALL THE SCHEDULES AND STATEMENTS AND THE FACTS THEREIN STATED ARE TRUE AND COMPLETE AND FILED WITH THE ILLINOIS ATTORNEY GENERAL FOR THE PURPOSE OF HAVING THE PEOPLE OF THE STATE OF ILLINOIS RELY THEREUPON. I HEREBY FURTHER AUTHORIZE AND AGREE TO SUBMIT MYSELF AND THE REGISTRANT HEREBY TO THE JURISDICTION OF THE STATE OF ILLINOIS.

BE SURE TO INCLUDE ALL FEES DUE:

David F. Wiyoda X PRESIDENT or TRUSTEE (PRINT NAME) SIGNATURE DATE 6/17/11

1 REPORTS ARE DUE WITHIN SIX MONTHS OF YOUR FISCAL YEAR END. X KENNETH S. BARBER X TREASURER or TRUSTEE (PRINT NAME) SIGNATURE DATE 6/15/2011

2 FOR FEES DUE SEE INSTRUCTIONS.

3 REPORTS THAT ARE LATE OR INCOMPLETE ARE SUBJECT TO A \$100.00 PENALTY. Marshall Samuels PREPARER (PRINT NAME) SIGNATURE DATE 6/10/11

MANNING SILVERMAN & COMPANY
175 OLDE HALF DAY ROAD, #290
LINCOLNSHIRE, IL 60069

1118

SUNSET WOODS ASSOCIATION

1150 HALF DAY ROAD
HIGHLAND PARK, IL 60035

70-2533-719

DATE 6/20/11

PAY
TO THE
ORDER OF

Illinois Charity Bureau Fund

\$ 15.00

Fifteen and 00/100

DOLLARS  Security Features
Included,
Details on Back.

HIGHLAND PARK BANK

& Trust Company

A Branch of Lake Forest Bank & Trust Co.

1949 St. Johns Avenue

Highland Park, IL 60035

Handwritten signature

FOR

Annual Report Fed ID # 01-0628727

MP

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