



WESTBROOK HOUSING BOARD OF COMMISSIONERS

Stacy Symbol, Chairperson
Thomas Perrey, Vice Chairperson
Lewis Emery, Commissioner
Crystal Sands, Commissioner
Marc Gousse, Commissioner
Evelyn Orman, Commissioner
Gertrude Zimmerman, Commissioner

ADMINISTRATION

Christopher LaRoche, Executive Director
Richard Begin, Development Director
Nicole Ingalls, Operations Director
Sandra Bernier, Front Office Support
Patricia Michaud, Front Office Support

FINANCE

Pawel Pietrzak, Finance Director
Matthew Andrade, Accountant
Merhiella Crawford, HCV/Accounting Clerk

HOUSING CHOICE VOUCHER PROGRAM

Lynn Peterson, Housing Choice Voucher Director
Vincent Aceto, HCV Inspector
Laura Hebert, HCV Program Officer
Kathleen Murphy, HCV Program Officer
Donna Higgins, HCV Program Assistant

SUPPORTIVE SERVICES

Michelle York, Supportive Services Director
Mary Bouvier, FSS Coordinator
Deborah Davis, Homemaker
Rebecca Normandeau, Activities Coordinator

PROPERTY MANAGEMENT

Patraic Hodgson, Property Management Director
Joyce Goff, Property Manager
Brent Wilson, Property Manager
Kimberly Eastman, Compliance Officer
Darlene Prejean, Intake Specialist

MAINTENANCE

Jonathan Clark, Facilities Management Director
Jennifer Turner, Facilities Coordinator
Janis Howe, Maintenance Tech
Danny King, Maintenance Tech
Danny Cooper, Maintenance Tech
Michael Condon, Maintenance Tech
Perley Dupuis, Maintenance Tech
Christopher Leigh, Maintenance Tech
Clifford McKinley, Maintenance Tech



BOARD OF DIRECTORS

Rene Daniel, Chairperson
Thomas Bartell, Vice Chairperson
Daniel Hunter, Director
Darryl Wright, Director

Lewis Emery, Director
Marc Gousse, Director
Peter Plummer, Director
Stacy Symbol, Director

ALSO SERVED IN 2014

Betsy Sawyer-Manter, Chairperson
Kyra Walker, Vice Chairperson

WESTBROOK HOUSING

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westbrookhousing.org • info@westbrookhousing.org



WESTBROOK HOUSING
2014 ANNUAL REPORT

GROWTH. COMMUNITY.
OPPORTUNITY.

Millbrook Phase II



783 & 789 Main Street



Golder Commons
6 Lincoln Street



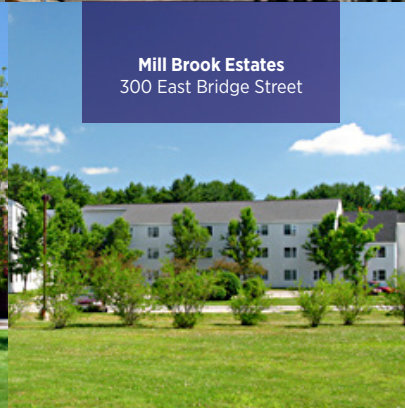
Larrabee Heights
20 Liza Harmon Drive



Larrabee Village
30 Liza Harmon Drive



Larrabee Woods
10 Liza Harmon Drive

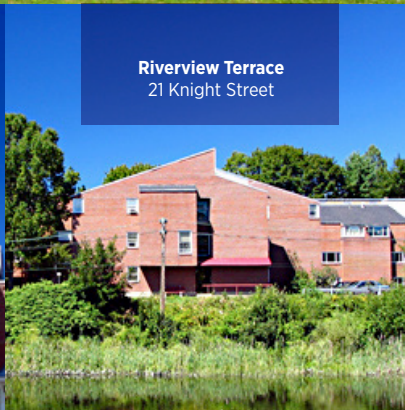


Mill Brook Estates
300 East Bridge Street

OUR MISSION
Westbrook Housing provides opportunities for affordable quality housing to assist individuals and families and to encourage independence within a supportive community.



Presumpscot Commons
765 Main Street



Riverview Terrace
21 Knight Street



Schoolhouse Commons
87 Bridge Street



Spring Crossing
19 Ash Street

WELCOME

For Westbrook Housing, the year can be identified as one of planning and implementation as we transition into the future direction of affordable housing. This direction takes into account the continued debate within the federal and state government on how to deliver affordable housing programs and the increasing need for affordable housing in the greater Westbrook area.

We are pleased to report that the Housing Authority of the City of Westbrook has maintained a HUD designation as a High Performer through the year 2014 as it weathered the outcome of the federal government's financial sequestration. Through the combination of ownership and management of 481 affordable apartments and 805 HUD Housing Choice Vouchers, 1286 households are served. As many housing authorities throughout the country struggled to recover from the effects of sequestration, we were able to issue 99.5% of our housing vouchers and maintain full occupancy of our affordable apartments in 2014. The efficiency and dedication of the staff is reflected in the comments made by the HUD Quality Assurance Division as they conducted a thorough review of the delivery of the Housing Choice Voucher program. HUD officials identified that "the PHA should be commended for their dedication to ensuring appropriate execution of the HCV program." Additionally, they commended us for our operational efficiency and identified that our "total operating administrative expenses were lower than the average."

Throughout the year we set the direction for the future through focused activities that will preserve and increase affordable housing and our ability to efficiently deliver needed programs and quality housing stock. These initiatives include streamlining internal operations, implementing energy efficiency upgrades to our properties, and preparing land in our inventory for future development. The following brief list of accomplishments highlights some of our 2014 activities that will propel the housing authority forward in its mission. In partnership with the Portland and South Portland Housing Authorities, we have developed and launched an internet based statewide combined waiting list

for the Housing Choice Voucher program. This web based portal will be available to all the housing authorities in Maine to increase access to the families we serve and increase efficiencies in program management. We have completed the first phase of capital improvements of our inventory and completed energy efficiency audits of all of our properties and implemented energy efficiency upgrades with a target of a 20% utility savings. This effort will aid us in maintaining future affordable rents to our senior population as we face the instability of utility price fluctuations. With our development partner, Westbrook Development Corporation, we initiated a review of our current property holdings and completed pre-development activities for future projects. As a result, we will be expanding the Millbrook property with 38 senior affordable housing units through the submission of a Low Income Housing Tax Credit application; and, we have identified and prepared for the development of three additional projects for an additional 125 elderly and disabled affordable housing units to be developed in the immediate future.

The successful implementation of transitioning into the future of stable affordable housing in Westbrook was achieved through the combined and unified vision and commitment of the staff, Commissioners, WDC Board of Directors, and the municipal officials. To whom we are deeply grateful for your dedication to the community. The measure of a community is how it protects and advances the quality of life of its citizens. We take pride to be able serve the City of Westbrook and the surrounding communities in our mission area as they transition into the future creating sound economic opportunities for their citizens with a commitment to quality affordable housing for their families.

Respectfully,

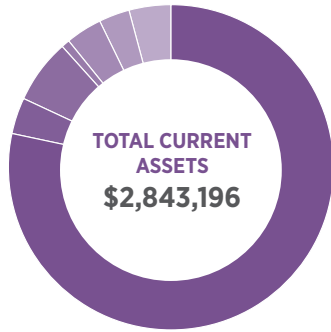

Christopher LaRoche
Executive Director


Stacy Symbol
Chairperson, Board of Commissioners

2014 FINANCIAL REPORT

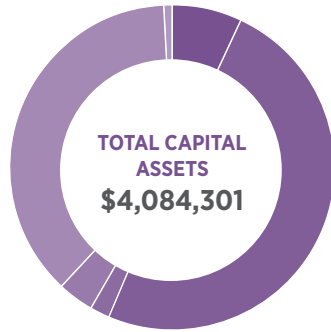
For the year ended December 31, 2014

ASSETS



CURRENT ASSETS

Cash - Unrestricted	\$2,390,037
Cash - Restricted	\$112,242
Accounts Receivable	\$197,257
Notes and Loans Receivable - Current Portion	\$1,932
Prepaid Expenses	\$11,879
Inventory	\$9,235
Assets Held for Resale	\$120,614



NON-CURRENT CAPITAL ASSETS

Land	\$1,132,204
Buildings	\$7,931,798
Furniture/Equipment/Machinery - Dwellings	\$340,487
Furniture/Equipment/Machinery - Admin	\$564,402
Accumulated Depreciation	-\$5,987,621
Construction in Process	\$103,031

TOTAL ASSETS

\$8,519,275

NOTES AND LOANS RECEIVABLE - LONG-TERM

\$1,299,094

OTHER ASSETS

\$292,684

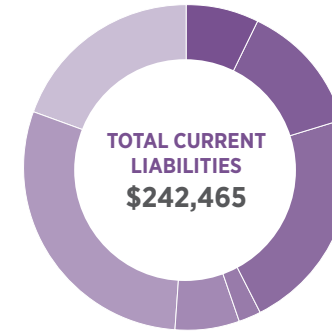
TOTAL NON-CURRENT ASSETS

\$5,676,079

2014 FINANCIAL REPORT

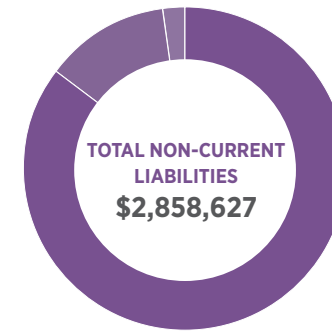
For the year ended December 31, 2014

LIABILITIES



CURRENT LIABILITIES

Accounts Payable	\$17,620
Accrued Wages	\$31,572
Accrued Compensated Absences	\$54,007
Accrued Interest Payable	\$5,312
Accounts Payable - Other Government	\$15,762
Tenant Security Deposits	\$71,261
Deferred Revenues	\$1,185
Current Portion of Long-term Debt - Capital Projects	\$45,746



NON-CURRENT LIABILITIES

Long-term debt, net of current portion	\$2,485,188
Capital Projects	\$367,718
Other Noncurrent Liabilities	\$5,721
Accrued Compensated Absences	\$5,721

TOTAL LIABILITIES

\$3,101,092

NET POSITION

Net Investment in Capital Assets
\$1,553,367

Unrestricted
\$3,864,816

TOTAL NET POSITION
\$5,418,183

TOTAL LIABILITIES AND NET POSITION
\$8,519,275

2014 FINANCIAL REPORT

For the year ended December 31, 2014

COMBINED STATEMENT OF REVENUE, EXPENSES, AND CHANGE IN NET POSITION



REVENUE

■ Tenant Revenue - Rents and Other	\$803,266
■ HUD Operating Grants	\$6,955,005
■ Other Governmental Grants	\$98,758
■ Other Revenue	\$1,180,513



EXPENSES

■ Administrative	\$1,194,986
■ Tenant Services	\$84,749
■ Utilities	\$142,320
■ Maintenance	\$673,091
■ General	\$328,108
■ Housing Assistance Payments	\$6,161,872
■ Depreciation and Amortization	\$245,371

NET POSITION - DECEMBER 31

\$5,418,183

OPERATING INCOME

\$207,045

NET NON-OPERATING EXPENSES

-\$78,338

CAPITAL GRANT CONTRIBUTION

\$22,646

INCREASE (DECREASE) IN NET POSITION

\$151,353

NET POSITION - JANUARY 1

\$5,266,830



2014 NOTABLE ACHIEVEMENTS

99.5%

Housing Choice Voucher utilization rate

98.5%

Occupancy rate of rental units

100%

Grant to replace gas boiler in public housing

20%

Target utility reduction initiated with energy audits

163

New affordable housing units pre-development phase initiated

- **FHLBB-AHP Grant Award** for Millbrook Phase II.
- **Administration expenses 3.7% below regional average**, as identified by HUD Quality Assurance Division auditors.
- **Opened Presumpscot Place** as a meeting space and wellness center for adults in the community.