

# board agenda



Knox County Housing Authority  
**Regular Meeting of the Board of Commissioners**  
**Moon Towers Conference Room**  
2/23/2021  
10:00 a.m.

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<b>Opening</b>	Roll Call	Chairperson Payton
<input type="checkbox"/> Wayne Allen	Review/Approve Previous Meeting Minutes	Chairperson Payton
<input type="checkbox"/> Jared Hawkinson	Review/Ratify 01-2021 Financial Reports	Chairperson Payton
<input type="checkbox"/> Lomac Payton	Review/Ratify 01-2021 Claims and Bills	Chairperson Payton
<input type="checkbox"/> Joseph Riley	COCC:	\$ 43,198.14
<input type="checkbox"/> Sara Robison	Moon Towers:	\$ 63,100.93
<input type="checkbox"/> VACANT	Family:	\$ 92,541.51
<input type="checkbox"/> Paul H. Stewart	Bluebell:	\$ 25,937.85
<u>Excused:</u>	HCV:	\$ 93,188.31
	Brentwood:	\$ 25,056.02
	Prairieland:	\$ 22,261.75
<u>Others Present:</u>	Capital Fund 2019:	\$ 28,350.00
LaToya Carson	Capital Fund 2020:	\$ 0.00

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<b>Old Business</b>	None	Derek Antoine
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<b>New Business</b>	Review/Approve Resolution 2021-02 KCHA FYE 03/31/2022 Operating Budget	Derek Antoine
	Review/Approve Selection of Contractor for 504 Modification/Rehabilitation – Phase 3	Derek Antoine
	Review/Approve Emergency Heater Unit Replacement – Moon Towers	Derek Antoine
	Review/Approve Recommendation to Fill Vacated Resident Commissioner Position	Derek Antoine

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<b>Reports</b>	Executive Director’s Report – 01-2021	Derek Antoine
	KCHA Legal Counsel Report – 02-2021	Jack Ball

# board agenda

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**Other Business**

None

Derek Antoine

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**Adjournment**

**MINUTES OF THE MONTHLY MEETING  
OF THE BOARD OF COMMISSIONERS  
OF THE KNOX COUNTY HOUSING AUTHORITY  
January 26, 2021**

The regular meeting of the Board of Commissioners of the Knox County Housing Authority was held virtually via Zoom Meetings. Roll call was taken, and the following Commissioners were present:

PRESENT:           Wayne Allen  
                      Jared Hawkinson  
                      Joseph Riley  
                      Sara Robison  
                      Paul H. Stewart

EXCUSED:           Lomac Payton

ABSENT:

Also present were Derek Antoine, Executive Director; Cheryl Lefler, Assistant Director; Lee Lofing, Finance Coordinator; Jack Ball, Legal Counsel; and LaToya Carson, HCV participant.

Vice-Chairperson Hawkinson called the meeting to order at 10:05 a.m.

Vice-Chairperson Hawkinson then asked if there were any additions or corrections to the previous meeting's minutes. Commissioner Robison made a motion to approve the minutes as received; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye  
Commissioner Hawkinson - aye  
Commissioner Robison - aye  
Commissioner Stewart - abstain

Motion Carried, 3-0-1.

Commissioner Riley joined the meeting at this time.

Vice-Chairperson Hawkinson then requested the Board review and ratify the December 2020 financial reports. After brief discussion, Commissioner Stewart made a motion to ratify the financial reports for December 2020 as presented; Commissioner Robison seconded. Roll call was taken as follows:

Commissioner Allen - aye  
Commissioner Hawkinson - aye  
Commissioner Riley - aye  
Commissioner Robison - aye  
Commissioner Stewart - aye

Motion Carried, 5-0.

December 2020 claims against the HA Administration in the sum of \$430,365.76; Central Office Cost Center in the sum of \$86,511.17; Moon Towers in the sum of \$74,235.57; Family in the sum of \$81,037.8; Bluebell in the sum of \$18,013.35; Housing Choice Voucher Program in the sum of \$92,688.97; Brentwood (A.H.P.) in the sum of \$33,510.85; Prairieland (A.H.P.) in the sum of \$35,568.05; Capital Fund '19 in the sum of \$,8,800.00 and Capital Fund '20 in the sum of \$0.00 were presented for approval. Commissioner Stewart made a motion to ratify the claims and

bills for December 2020; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye  
Commissioner Hawkinson - aye  
Commissioner Riley - aye  
Commissioner Robison - aye  
Commissioner Stewart - aye

Motion Carried, 5-0.

#### **OLD BUSINESS**

Commissioner Stewart asked if an advertisement had been placed in the newspaper. Mr. Antoine responded that an advertisement was placed in the newspaper to solicit bids for Phase 3 of the 504 Modification Project.

#### **NEW BUSINESS**

Mr. Antoine asked the Board to review and approve Resolution 2021-01 Bad Debt Charge-Off for Period Ending 12/31/2020. Commissioner Riley asked if bad debt charge-offs are done quarterly and if the agency attorney helps with collection of debt. Mr. Antoine stated that bad debt charge-offs are done quarterly, and that the agency uses IDROP (Illinois Debt Recovery Offset Portal) to recover debts from tenants. Commissioner Stewart asked about the high balances and the CARES Act funds. Mr. Antoine responded that some people are not paying rent during COVID-19 and that the agency's hand are tied with the eviction moratorium in place. He also reported that the CARES Acts funds were deposited into the programs' accounts. After brief discussion, Commissioner Stewart made a motion to approve Resolution 2021-01 Bad Debt Charge-Off for Period Ending 12/31/2020 in the amount of \$18,673.47; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye  
Commissioner Hawkinson - aye  
Commissioner Riley - aye  
Commissioner Robison - aye  
Commissioner Stewart - aye

Motion Carried, 5-0.

#### **REPORTS**

Mr. Antoine highlighted the following: Planning for Commissioner training will be forthcoming; COVID update-offices still closed to the public and some staff working remotely; eviction moratorium still in place; and an updated on the Illinois Department of Public Health vaccine designations which has public housing authorities placed in 1C (this means that agency staff will have to wait longer to receive vaccinations).

The Legal Counsel report was included in the Board packet. Mr. Ball provided an update on current cases and related case management. He informed the Board of a new change that includes judicial review of cases prior to issuing summons for Forcible Entry and Detainer cases. The State of Illinois moratorium on evictions has been extended to 02/06/2021.

#### **OTHER BUSINESS**

Mr. Antoine provided an update on Commissioner training opportunities and requirements. Mr. Antoine will reach out to each Commissioner individually

and develop a course of action by 04/01/2021.

Mr. Antoine introduced LaToya Carson as an HCV participant who is interested in serving as a Resident Commissioner. She shared that she is a lifelong Galesburg resident, a single mom with two girls and is currently working at Target. A brief discussion was held; further action will be taken at the next meeting.

Commissioner Stewart left the meeting at this time.

Mr. Antoine informed the Board of two recent tragic events involving the deaths of two Public Housing Program tenants. Vice-Chairperson Hawkinson reminded Commissioners that any requests for comment be directed to Mr. Antoine.

#### **ADJOURNMENT**

Commissioner Allen made a motion to adjourn the meeting at 11:00 a.m.; Commissioner Robison seconded. Roll call was taken as follows:

Commissioner Allen - aye  
Commissioner Hawkinson - aye  
Commissioner Riley - aye  
Commissioner Robison - aye

Motion Carried, 4-0.

Respectfully submitted,

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Secretary

Date:  
Time:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - COCC**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>REVENUE</b>							
pum	15.00	15.00	0.00	150.00	150.00	180.00	0.00
<b>FEE REVENUE</b>							
<b>Management Fees</b>							
10-1-000-000-3810.000 Management Fee Inc	-41,026.81	-43,345.00	2,318.19	-433,450.00	-430,196.86	-520,140.00	-17.29
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-3810.000 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	-19,833.00	0.00	
Total Management Fees	-41,026.81	-43,345.00	2,318.19	-433,450.00	-450,029.86	-520,140.00	-13.48
<b>Asset Management Fees</b>							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	-4,240.00	-4,240.00	0.00	-42,400.00	-42,400.00	-50,880.00	-16.67
Total Asset Management Fees	-4,240.00	-4,240.00	0.00	-42,400.00	-42,400.00	-50,880.00	-16.67
<b>Book Keeping Fees</b>							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,655.00	-5,672.00	17.00	-56,720.00	-57,214.50	-68,064.00	-15.94
Total Book Keeping Fees	-5,655.00	-5,672.00	17.00	-56,720.00	-57,214.50	-68,064.00	-15.94
<b>Other Fees</b>							
10-1-000-000-3840.000 Other Fee Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Fees	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL FEE REVENUE</b>	<b>-50,921.81</b>	<b>-53,257.00</b>	<b>2,335.19</b>	<b>-532,570.00</b>	<b>-549,644.36</b>	<b>-639,084.00</b>	<b>-13.99</b>
<b>OTHER REVENUE</b>							
<b>Other Grants &amp; Investment Income</b>							
10-1-000-000-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3610.000 Interest Income	-32.29	-909.67	877.38	-9,096.70	-909.12	-10,916.00	-91.67
10-1-000-000-3610.010 Interest - Restricted	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Grants & Investment Income	-32.29	-909.67	877.38	-9,096.70	-909.12	-10,916.00	-91.67
<b>Other Revenue</b>							
10-1-000-000-3690.000 Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3690.010 Other Income-Training	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.000 Inspection(s) Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.005 Income from Amps	-356.52	0.00	-356.52	0.00	-682.12	0.00	
10-1-000-000-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-356.52	0.00	-356.52	0.00	-682.12	0.00	
<b>TOTAL OTHER REVENUE</b>	<b>-388.81</b>	<b>-909.67</b>	<b>520.86</b>	<b>-9,096.70</b>	<b>-1,591.24</b>	<b>-10,916.00</b>	<b>-85.42</b>
<b>TOTAL REVENUE</b>	<b>-51,310.62</b>	<b>-54,166.67</b>	<b>2,856.05</b>	<b>-541,666.70</b>	<b>-551,235.60</b>	<b>-650,000.00</b>	<b>-15.19</b>
<b>EXPENSES</b>							
<b>ADMINISTRATIVE</b>							
<b>Administrative Salaries</b>							
10-1-000-000-4110.000 Admin Salaries	29,730.50	30,437.50	-707.00	304,375.00	350,726.35	365,250.00	-3.98
10-1-000-000-4110.200 Admin - Other Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	14,664.09	0.00	
Total Administrative Salaries	29,730.50	30,437.50	-707.00	304,375.00	365,390.44	365,250.00	0.04
<b>Administrative Benefits</b>							
10-1-000-000-4110.500 Emp Benefit - Admin	9,803.98	10,250.00	-446.02	102,500.00	113,149.66	123,000.00	-8.01
10-1-000-000-4110.550 Benefit - Life Ins.	445.52	0.00	445.52	0.00	4,051.48	0.00	
10-1-020-000-4110.500 Admin Benefit-Cares Act	0.00	0.00	0.00	0.00	431.46	0.00	
Total Administrative Benefits	10,249.50	10,250.00	-0.50	102,500.00	117,632.60	123,000.00	-4.36
<b>Fee Expenses</b>							

Date:  
Time:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - COCC**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-000-4171.000 Audit Fee	0.00	229.17	-229.17	2,291.70	0.00	2,750.00	-100.00
Total Fee Expenses	0.00	229.17	-229.17	2,291.70	0.00	2,750.00	-100.00
<b>Advertising &amp; Marketing</b>							
10-1-000-000-4190.650 Advertising	0.00	62.50	-62.50	625.00	41.48	750.00	-94.47
Total Advertising & Marketing	0.00	62.50	-62.50	625.00	41.48	750.00	-94.47
<b>Office Expense</b>							
10-1-000-000-4140.000 Training - Staff	0.00	1,666.67	-1,666.67	16,666.70	2,647.00	20,000.00	-86.77
10-1-000-000-4180.000 Telephone	447.10	416.67	30.43	4,166.70	5,098.45	5,000.00	1.97
10-1-000-000-4190.000 Other Sundry	0.00	137.50	-137.50	1,375.00	1,280.72	1,650.00	-22.38
10-1-000-000-4190.100 Postage	-280.22	125.00	-405.22	1,250.00	932.58	1,500.00	-37.83
10-1-000-000-4190.200 Office Supplies	0.00	125.00	-125.00	1,250.00	735.17	1,500.00	-50.99
10-1-000-000-4190.300 Paper Supplies	0.00	83.33	-83.33	833.30	666.83	1,000.00	-33.32
10-1-000-000-4190.400 Printing/printers	0.00	16.67	-16.67	166.70	0.00	200.00	-100.00
10-1-000-000-4190.401 Printing Supplies	0.00	166.67	-166.67	1,666.70	440.85	2,000.00	-77.96
10-1-000-000-4190.500 Printer/Copier Supp-Cont	185.98	208.33	-22.35	2,083.30	1,673.82	2,500.00	-33.05
10-1-000-000-4190.550 Computers	50.00	583.33	-533.33	5,833.30	22,153.61	7,000.00	216.48
10-1-000-000-4190.600 Publications	0.00	41.67	-41.67	416.70	451.90	500.00	-9.62
10-1-000-000-4190.700 Member Dues/Fees	0.00	833.33	-833.33	8,333.30	2,824.00	10,000.00	-71.76
10-1-000-000-4190.800 Internet Services	0.00	250.00	-250.00	2,500.00	1,510.74	3,000.00	-49.64
10-1-000-000-4190.850 IT Support	0.00	416.67	-416.67	4,166.70	6,587.35	5,000.00	31.75
10-1-020-000-4190.200 Office Supply-Cares Act	0.00	0.00	0.00	0.00	179.39	0.00	
10-1-020-000-4190.550 Computers - Cares Act	0.00	0.00	0.00	0.00	9,186.50	0.00	
Total Office Expense	402.86	5,070.84	-4,667.98	50,708.40	56,368.91	60,850.00	-7.36
<b>Legal Expense</b>							
10-1-000-000-4130.000 Legal Expense	0.00	833.33	-833.33	8,333.30	7,200.00	10,000.00	-28.00
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	0.00	833.33	-833.33	8,333.30	7,200.00	10,000.00	-28.00
<b>Travel Expense</b>							
10-1-000-000-4150.000 Travel - Staff	0.00	333.33	-333.33	3,333.30	1,250.63	4,000.00	-68.73
10-1-000-000-4150.010 Travel - Commissioners	0.00	416.67	-416.67	4,166.70	0.00	5,000.00	-100.00
10-1-000-000-4150.100 Mileage - Admin	0.00	8.33	-8.33	83.30	0.00	100.00	-100.00
Total Travel Expense	0.00	758.33	-758.33	7,583.30	1,250.63	9,100.00	-86.26
<b>Other Expense</b>							
10-1-000-000-4140.010 Training-Commissioners	0.00	833.33	-833.33	8,333.30	-2,100.00	10,000.00	-121.00
10-1-000-000-4160.000 Consulting Services	917.00	1,250.00	-333.00	12,500.00	12,578.00	15,000.00	-16.15
10-1-000-000-4160.500 Translating/Interp Serv.	0.00	25.00	-25.00	250.00	0.00	300.00	-100.00
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4190.950 Background Verification	0.00	20.83	-20.83	208.30	32.37	250.00	-87.05
Total Other Expense	917.00	2,129.16	-1,212.16	21,291.60	10,510.37	25,550.00	-58.86
<b>TOTAL OPERATING EXPENSE - Admin</b>	<b>41,299.86</b>	<b>49,770.83</b>	<b>-8,470.97</b>	<b>497,708.30</b>	<b>558,394.43</b>	<b>597,250.00</b>	<b>-6.51</b>
<b>UTILITIES EXPENSE</b>							
<b>Utilities Expense</b>							
10-1-000-000-4310.000 Water	20.91	25.00	-4.09	250.00	180.69	300.00	-39.77
10-1-000-000-4315.000 Sewer	9.98	12.50	-2.52	125.00	80.86	150.00	-46.09
10-1-000-000-4320.000 Electric	57.89	229.17	-171.28	2,291.70	1,776.98	2,750.00	-35.38
10-1-000-000-4330.000 Gas	99.27	200.00	-100.73	2,000.00	1,028.01	2,400.00	-57.17
10-1-000-000-4340.000 Fuel	0.00	0.00	0.00	0.00	0.00	0.00	
Total Utilites Expense	188.05	466.67	-278.62	4,666.70	3,066.54	5,600.00	-45.24
<b>TOTAL UTILITIES EXPENSE</b>	<b>188.05</b>	<b>466.67</b>	<b>-278.62</b>	<b>4,666.70</b>	<b>3,066.54</b>	<b>5,600.00</b>	<b>-45.24</b>

Date:  
Time:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - COCC**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b><u>MAINTENANCE &amp; OPERATIONS EXPENSE</u></b>							
<b>Maintenance - Labor &amp; OT</b>							
10-1-000-000-4410.200 Maint Labor-Other Amp	245.52	0.00	245.52	0.00	455.16	0.00	
Total Maintenance - Labor & OT	245.52	0.00	245.52	0.00	455.16	0.00	
<b>Benefit Contributions - Maintenance</b>							
10-1-000-000-4410.500 Maint Emp Benefit	0.00	25.00	-25.00	250.00	0.00	300.00	-100.00
Total Benefit Contributions - Maint.	0.00	25.00	-25.00	250.00	0.00	300.00	-100.00
<b>Maintenance - Materials/Supplies</b>							
10-1-000-000-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.020 Htg & Cooling	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-000-4420.050 Landscape/Grounds Sup	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-000-4420.060 Maint - Supplies-BB	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-000-4420.070 Electrical Supplies	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-000-4420.080 COCC-Elect supp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.100 Janitorial Supplies	0.00	25.00	-25.00	250.00	114.51	300.00	-61.83
10-1-000-000-4420.110 Routine Maint. Supplies	0.00	25.00	-25.00	250.00	37.49	300.00	-87.50
10-1-000-000-4420.120 Other Misc Supply	0.00	8.33	-8.33	83.30	0.00	100.00	-100.00
10-1-000-000-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.126 Vehicle Supplies	0.00	25.00	-25.00	250.00	187.94	300.00	-37.35
10-1-020-000-4420.000 Maint Supply-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Materials/Supplies	0.00	166.65	-166.65	1,666.50	339.94	2,000.00	-83.00
<b>Maintenance - Contracts</b>							
10-1-000-000-4430.000 Maint-Contracts-Gen	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.010 Garbage & Trash Cont	45.00	29.17	15.83	291.70	136.50	350.00	-61.00
10-1-000-000-4430.020 Heating&Cooling Cont	0.00	83.33	-83.33	833.30	0.00	1,000.00	-100.00
10-1-000-000-4430.030 Snow Removal Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.070 Electrical Contract	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
10-1-000-000-4430.080 Plumbing Contracts	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-000-4430.090 Extermination Cont	0.00	33.33	-33.33	333.30	263.22	400.00	-34.20
10-1-000-000-4430.100 Janitorial Contracts	0.00	8.33	-8.33	83.30	0.00	100.00	-100.00
10-1-000-000-4430.110 Routine Maint Cont	0.00	20.83	-20.83	208.30	329.50	250.00	31.80
10-1-000-000-4430.120 Other Misc Maint Cont	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-000-4430.126 Vehicle Maint Cont	0.00	20.83	-20.83	208.30	28,185.00	250.00	11,174.00
10-1-000-000-4430.200 Copiers	0.00	12.50	-12.50	125.00	0.00	150.00	-100.00
10-1-000-000-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-4430.000 Maint Contract-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	45.00	291.65	-246.65	2,916.50	28,914.22	3,500.00	726.12
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>290.52</b>	<b>483.30</b>	<b>-192.78</b>	<b>4,833.00</b>	<b>29,709.32</b>	<b>5,800.00</b>	<b>412.23</b>
<b><u>PROTECTIVE SERVICES EXPENSE</u></b>							
<b>Protective Services - Contract</b>							
10-1-000-000-4480.000 Protect Service	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4480.500 Security Contract	0.00	0.00	0.00	0.00	225.00	0.00	
10-1-020-000-4480.000 Protective Serv-Cares Act	0.00	0.00	0.00	0.00	4,559.06	0.00	
Total Protective Services - Contract	0.00	0.00	0.00	0.00	4,784.06	0.00	
<b>TOTAL PROTECTIVE SERVICES EXPENSEE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,784.06</b>	<b>0.00</b>	





Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - COCC**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-000-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Casualty Expense</b>							
Total Casualty Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Depreciation Expense</b>							
10-1-000-000-4800.000 Depreciation Exp COCC	45.00	50.00	-5.00	500.00	450.00	600.00	-25.00
Total Depreciation Expense	45.00	50.00	-5.00	500.00	450.00	600.00	-25.00
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>45.00</b>	<b>50.00</b>	<b>-5.00</b>	<b>500.00</b>	<b>450.00</b>	<b>600.00</b>	<b>-25.00</b>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>							
<b>Operating Transfers In/Out</b>							
10-1-000-000-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-7010.000 Prov Oper Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>EXCESS REVENUE/EXPENSE GAIN/-LOSS</b>	<b>-7,892.85</b>	<b>-1,841.71</b>	<b>-6,051.14</b>	<b>-18,417.10</b>	<b>60,530.03</b>	<b>-22,100.00</b>	<b>-373.89</b>

Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 1, Moon Towers**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>REVENUE</b>							
pum	177.00	177.00	0.00	1,770.00	1,770.00	2,124.00	0.00
<b>TENANT REVENUE</b>							
<b>Tenant Rent Revenue</b>							
10-1-000-001-3110.000 Dwelling Rent	-34,487.00	-32,916.67	-1,570.33	-329,166.70	-316,484.00	-395,000.00	-19.88
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-34,487.00	-32,916.67	-1,570.33	-329,166.70	-316,484.00	-395,000.00	-19.88
<b>Tenant Revenue - Other</b>							
10-1-000-001-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3190.100 Beauty Shop Rent	-1,050.00	-150.00	-900.00	-1,500.00	-1,050.00	-1,800.00	-41.67
10-1-000-001-3690.000 Other Income	-199.64	0.00	-199.64	0.00	-919.13	0.00	
10-1-000-001-3690.100 Late Fees	0.00	-250.00	250.00	-2,500.00	25.00	-3,000.00	-100.83
10-1-000-001-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.140 Returned Check Charge	0.00	-4.17	4.17	-41.70	0.00	-50.00	-100.00
10-1-000-001-3690.150 Laundry Income	-1,347.00	-916.67	-430.33	-9,166.70	-11,556.50	-11,000.00	5.06
10-1-000-001-3690.160 Vending Machine Inc	-72.49	-133.33	60.84	-1,333.30	-1,157.82	-1,600.00	-27.64
10-1-000-001-3690.180 Labor	-224.50	-416.67	192.17	-4,166.70	-2,727.75	-5,000.00	-45.45
10-1-000-001-3690.200 Materials	-51.25	-83.33	32.08	-833.30	-210.50	-1,000.00	-78.95
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.500 Resid.Council Activ	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-2,944.88	-1,954.17	-990.71	-19,541.70	-17,596.70	-23,450.00	-24.96
<b>TOTAL TENANT REVENUE</b>	<b>-37,431.88</b>	<b>-34,870.84</b>	<b>-2,561.04</b>	<b>-348,708.40</b>	<b>-334,080.70</b>	<b>-418,450.00</b>	<b>-20.16</b>
<b>OTHER REVENUE</b>							
<b>HUD PH Operating Subsidy</b>							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-35,512.00	-29,961.42	-5,550.58	-299,614.20	-350,574.00	-359,537.00	-2.49
10-1-000-001-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-001-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	-59,812.53	0.00	
Total HUD PH Operating Subsidy	-35,512.00	-29,961.42	-5,550.58	-299,614.20	-410,386.53	-359,537.00	14.14
<b>Other Grants &amp; Investment Income</b>							
10-1-000-001-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3610.000 Interest Income	-19.53	-416.67	397.14	-4,166.70	-627.05	-5,000.00	-87.46
Total Other Grants & Investment Income	-19.53	-416.67	397.14	-4,166.70	-627.05	-5,000.00	-87.46
<b>Other Revenue</b>							
10-1-000-001-3850.005 Income from Amps	-1,774.71	-541.67	-1,233.04	-5,416.70	-4,394.19	-6,500.00	-32.40
10-1-000-001-3850.010 Garbage & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.020 Heat & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.050 Landscape & Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.070 Electrical Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.080 Plumbing Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.110 Routine Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.120 Other Mis Cont Inc.	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-1,774.71	-541.67	-1,233.04	-5,416.70	-4,394.19	-6,500.00	-32.40
<b>TOTAL OTHER REVENUE</b>	<b>-37,306.24</b>	<b>-30,919.76</b>	<b>-6,386.48</b>	<b>-309,197.60</b>	<b>-415,407.77</b>	<b>-371,037.00</b>	<b>11.96</b>
<b>TOTAL REVENUE</b>	<b>-74,738.12</b>	<b>-65,790.60</b>	<b>-8,947.52</b>	<b>-657,906.00</b>	<b>-749,488.47</b>	<b>-789,487.00</b>	<b>-5.07</b>



Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 1, Moon Towers**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Travel Expense	0.00	83.33	-83.33	833.30	443.82	1,000.00	-55.62
<b>Other Expense</b>							
10-1-000-001-4140.010 Training-Commissioners	0.00	0.00	0.00	0.00	-1,575.00	0.00	
10-1-000-001-4160.000 Consulting Services	0.00	58.33	-58.33	583.30	0.00	700.00	-100.00
10-1-000-001-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.000 Other Sundry	0.00	0.00	0.00	0.00	1,872.00	0.00	
10-1-000-001-4190.950 Background Verification	76.79	62.50	14.29	625.00	346.99	750.00	-53.73
Total Other Expense	76.79	120.83	-44.04	1,208.30	643.99	1,450.00	-55.59
<b>TOTAL ADMINISTRATIVE EXPENSE</b>	<b>25,103.20</b>	<b>25,909.99</b>	<b>-806.79</b>	<b>259,099.90</b>	<b>271,124.93</b>	<b>310,920.00</b>	<b>-12.80</b>
<b>TENANT SERVICES</b>							
<b>Tenant Services - Salaries &amp; Benefits</b>							
10-1-000-001-4210.000 Ten Services-Salary	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4210.500 Emp Benefit-TenSer	0.00	0.00	0.00	0.00	0.00	0.00	
Total Ten. Ser. - Salaries & Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Tenant Services - Other</b>							
10-1-000-001-4220.000 Ten Ser-Incentives	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.050 Ten Ser-Cable/TV Exp	76.94	0.00	76.94	0.00	692.46	0.00	
10-1-000-001-4220.100 Ten Ser-Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.110 Ten Ser-Recreation	0.00	16.67	-16.67	166.70	0.00	200.00	-100.00
10-1-000-001-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.130 Ten Ser-Phone	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.140 Ten Ser-Transportation	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.155 National Night Out	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.160 TenSer-Printing&Postage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.161 Ten Serv-advertizing	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.171 Summer Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.172 Summer Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.175 Garden Program Expense	0.00	25.00	-25.00	250.00	0.00	300.00	-100.00
10-1-000-001-4220.181 Winter Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.182 Winter Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.192 GED Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.200 Emergency Shelter	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.174 Summer Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.184 Winter Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.194 GED Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4590.100 Cable TV Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Services - Other	76.94	41.67	35.27	416.70	692.46	500.00	38.49
<b>TOTAL TENANT SERVICES EXPENSE</b>	<b>76.94</b>	<b>41.67</b>	<b>35.27</b>	<b>416.70</b>	<b>692.46</b>	<b>500.00</b>	<b>38.49</b>
<b>MAINTENANCE &amp; OPERATIONS EXPENSE</b>							
<b>Maintenance - Labor &amp; OT</b>							
10-1-000-001-4410.000 Maint - Labor	10,559.28	11,393.75	-834.47	113,937.50	116,217.31	136,725.00	-15.00
10-1-000-001-4410.100 Maint Labor - OT	238.44	266.67	-28.23	2,666.70	2,682.84	3,200.00	-16.16
10-1-000-001-4410.200 Maint Labor-Other Amp	216.84	0.00	216.84	0.00	534.44	0.00	
10-1-020-001-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	4,664.00	0.00	
Total Maintenance - Labor & OT	11,014.56	11,660.42	-645.86	116,604.20	124,098.59	139,925.00	-11.31
<b>Benefit Contributions - Maintenance</b>							
10-1-000-001-4410.500 Maint Emp Benefit	4,209.90	4,254.17	-44.27	42,541.70	42,629.62	51,050.00	-16.49

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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 1, Moon Towers**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4410.501 Maint Wellness Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-001-4410.500 Maint Benefit-Cares Act	0.00	0.00	0.00	0.00	356.81	0.00	
Total Benefit Contributions - Maint.	4,209.90	4,254.17	-44.27	42,541.70	42,986.43	51,050.00	-15.80
<b>Maintenance - Materials/Supplies</b>							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
10-1-000-001-4420.020 Heating&Cooling Supp	0.00	333.33	-333.33	3,333.30	6,377.42	4,000.00	59.44
10-1-000-001-4420.030 Snow Removal Supplies	109.90	25.00	84.90	250.00	219.80	300.00	-26.73
10-1-000-001-4420.031 Gas for Snow Removal	0.00	4.17	-4.17	41.70	0.00	50.00	-100.00
10-1-000-001-4420.050 Landscape/Grounds Sup	0.00	62.50	-62.50	625.00	581.49	750.00	-22.47
10-1-000-001-4420.051 Gasoline for Mowing	0.00	33.33	-33.33	333.30	215.87	400.00	-46.03
10-1-000-001-4420.070 Electrical Supplies	58.46	166.67	-108.21	1,666.70	538.43	2,000.00	-73.08
10-1-000-001-4420.080 Plumbing Supplies	178.47	166.67	11.80	1,666.70	1,103.76	2,000.00	-44.81
10-1-000-001-4420.090 Extermination Supplies	0.00	125.00	-125.00	1,250.00	1,108.73	1,500.00	-26.08
10-1-000-001-4420.100 Janitorial Supplies	11.35	375.00	-363.65	3,750.00	4,092.25	4,500.00	-9.06
10-1-000-001-4420.110 Routine Maint. Supplies	3,102.64	1,000.00	2,102.64	10,000.00	9,885.32	12,000.00	-17.62
10-1-000-001-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.121 Laundry Equip Suppllies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.125 Mileage	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
10-1-000-001-4420.126 Vehicle Supplies	0.00	29.17	-29.17	291.70	2,115.90	350.00	504.54
10-1-000-001-4420.130 Securty Supplies	0.00	291.67	-291.67	2,916.70	-54.80	3,500.00	-101.57
10-1-020-001-4420.000 Maint Supply-Cares Act	0.00	0.00	0.00	0.00	2,023.42	0.00	
Total Maintenance - Materials/Supplies	3,460.82	2,695.85	764.97	26,958.50	28,207.59	32,350.00	-12.80
<b>Maintenance - Contracts</b>							
10-1-000-001-4430.010 Garbage & Trash Con	401.90	416.67	-14.77	4,166.70	3,746.74	5,000.00	-25.07
10-1-000-001-4430.020 Heating & Cooling Cont	370.82	0.00	370.82	0.00	5,001.91	0.00	
10-1-000-001-4430.030 Snow Removal Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.040 Elevator Maint Cont	0.00	1,166.67	-1,166.67	11,666.70	13,911.92	14,000.00	-0.63
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	66.67	-66.67	666.70	3,210.49	800.00	301.31
10-1-000-001-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.070 Electrical Contracts	0.00	16.67	-16.67	166.70	1,477.50	200.00	638.75
10-1-000-001-4430.080 Plumbing Contracts	0.00	375.00	-375.00	3,750.00	1,018.53	4,500.00	-77.37
10-1-000-001-4430.090 Extermination Contracts	2,800.00	1,000.00	1,800.00	10,000.00	14,259.02	12,000.00	18.83
10-1-000-001-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.110 Routine Mainten Cont	46.38	541.67	-495.29	5,416.70	6,441.45	6,500.00	-0.90
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	125.00	-125.00	1,250.00	0.00	1,500.00	-100.00
10-1-000-001-4430.121 Laundry Equip Contract	0.00	83.33	-83.33	833.30	0.00	1,000.00	-100.00
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	41.67	-41.67	416.70	36,212.00	500.00	7,142.40
Total Maintenance - Contracts	3,619.10	3,833.35	-214.25	38,333.50	85,279.56	46,000.00	85.39
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>22,304.38</b>	<b>22,443.79</b>	<b>-139.41</b>	<b>224,437.90</b>	<b>280,572.17</b>	<b>269,325.00</b>	<b>4.18</b>
<b>UTILITIES EXPENSE</b>							
<b>Utilities Expense</b>							
10-1-000-001-4310.000 Water	1,251.85	1,000.00	251.85	10,000.00	12,090.13	12,000.00	0.75
10-1-000-001-4315.000 Sewer	2,112.25	1,166.67	945.58	11,666.70	19,982.69	14,000.00	42.73
10-1-000-001-4320.000 Electric	222.01	2,000.00	-1,777.99	20,000.00	13,220.54	24,000.00	-44.91
10-1-000-001-4330.000 Gas	2,382.53	3,750.00	-1,367.47	37,500.00	21,982.45	45,000.00	-51.15
10-1-000-001-4330.010 Refuse	0.00	0.00	0.00	0.00	0.00	0.00	
Total Utilities Expense	5,968.64	7,916.67	-1,948.03	79,166.70	67,275.81	95,000.00	-29.18
<b>TOTAL UTILITIES EXPENSE</b>	<b>5,968.64</b>	<b>7,916.67</b>	<b>-1,948.03</b>	<b>79,166.70</b>	<b>67,275.81</b>	<b>95,000.00</b>	<b>-29.18</b>
<b>TOTAL PROTECTIVE SERVICES EXPENSE</b>							
<b>Protective Services - Contract</b>							



Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 1, Moon Towers**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>Depreciation Expense</b>							
10-1-000-001-4800.000 Depreciation Exp MT	14,500.00	29,300.00	-14,800.00	293,000.00	145,000.00	351,600.00	-58.76
Total Depreciation Expense	14,500.00	29,300.00	-14,800.00	293,000.00	145,000.00	351,600.00	-58.76
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>14,500.00</b>	<b>29,300.00</b>	<b>-14,800.00</b>	<b>293,000.00</b>	<b>145,000.00</b>	<b>351,600.00</b>	<b>-58.76</b>
<b>TOTAL EXPENSES</b>	<b>2,862.81</b>	<b>26,218.11</b>	<b>-23,355.30</b>	<b>262,181.10</b>	<b>94,801.17</b>	<b>314,617.00</b>	<b>-69.87</b>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>							
<b>Prior Period Adjustment</b>							
10-1-000-001-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Operating Transfers In/Out</b>							
10-1-000-001-7010.000 Prov Oper Reserve	0.00	-26,218.08	26,218.08	-262,180.80	0.00	-314,617.00	-100.00
10-1-000-001-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	-26,218.08	26,218.08	-262,180.80	0.00	-314,617.00	-100.00
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>0.00</b>	<b>-26,218.08</b>	<b>26,218.08</b>	<b>-262,180.80</b>	<b>0.00</b>	<b>-314,617.00</b>	<b>-100.00</b>
<b>EXCESS (REVENUE)/EXPENSE</b>	<b>2,862.81</b>	<b>0.03</b>	<b>2,862.78</b>	<b>0.30</b>	<b>94,801.17</b>	<b>0.00</b>	



Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 2, Family Sites**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>REVENUE</b>							
pum	196.00	190.00	0.00	1,900.00	1,960.00	2,280.00	0.00
<b>TENANT REVENUE</b>							
<b>Tenant Rent Revenue</b>							
10-1-000-002-3110.000 Dwelling Rent	-11,051.00	-15,000.00	3,949.00	-150,000.00	-145,391.50	-180,000.00	-19.23
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-11,051.00	-15,000.00	3,949.00	-150,000.00	-145,391.50	-180,000.00	-19.23
<b>Tenant Revenue - Other</b>							
10-1-000-002-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3190.000 Nondwell Rent	0.00	-25.00	25.00	-250.00	-50.50	-300.00	-83.17
10-1-000-002-3690.000 Other Income	-299.48	0.00	-299.48	0.00	-2,618.16	0.00	
10-1-000-002-3690.100 Late Fees	0.00	-583.33	583.33	-5,833.30	0.00	-7,000.00	-100.00
10-1-000-002-3690.120 Violation Fees	-1,680.00	-583.33	-1,096.67	-5,833.30	-2,840.00	-7,000.00	-59.43
10-1-000-002-3690.130 Court Cost Fees	0.00	-18.75	18.75	-187.50	0.00	-225.00	-100.00
10-1-000-002-3690.140 Returned Check Charge	0.00	-6.25	6.25	-62.50	0.00	-75.00	-100.00
10-1-000-002-3690.180 Labor	-2,097.50	-1,166.67	-930.83	-11,666.70	-10,924.13	-14,000.00	-21.97
10-1-000-002-3690.200 Materials	-410.05	-833.33	423.28	-8,333.30	-3,649.50	-10,000.00	-63.51
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-4,487.03	-3,216.66	-1,270.37	-32,166.60	-20,082.29	-38,600.00	-47.97
<b>TOTAL TENANT REVENUE</b>	<b>-15,538.03</b>	<b>-18,216.66</b>	<b>2,678.63</b>	<b>-182,166.60</b>	<b>-165,473.79</b>	<b>-218,600.00</b>	<b>-24.30</b>
<b>OTHER REVENUE</b>							
<b>HUD PH Operating Subsidy</b>							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-68,689.00	-57,658.50	-11,030.50	-576,585.00	-732,172.00	-691,902.00	5.82
10-1-000-002-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	-114,938.03	0.00	
Total HUD PH Operating Subsidy	-68,689.00	-57,658.50	-11,030.50	-576,585.00	-847,110.03	-691,902.00	22.43
<b>Other Grants &amp; Investment Income</b>							
10-1-000-002-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3610.000 Interest Income	-17.40	0.00	-17.40	0.00	-474.25	0.00	
Total Other Grants & Investment Income	-17.40	0.00	-17.40	0.00	-474.25	0.00	
<b>Other Revenue</b>							
10-1-000-002-3195.000 Day Care Income	-125.00	-125.00	0.00	-1,250.00	-1,250.00	-1,500.00	-16.67
10-1-000-002-3850.005 Income from Amps	-415.88	0.00	-415.88	0.00	-1,161.48	0.00	
10-1-000-002-3850.010 Garbage & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.020 Heating & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.040 Elevator Main Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.050 Landscape&Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.070 Electrical Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.110 Routine Main Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-540.88	-125.00	-415.88	-1,250.00	-2,411.48	-1,500.00	60.77
<b>TOTAL OTHER REVENUE</b>	<b>-69,247.28</b>	<b>-57,783.50</b>	<b>-11,463.78</b>	<b>-577,835.00</b>	<b>-849,995.76</b>	<b>-693,402.00</b>	<b>22.58</b>

Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 2, Family Sites**  
*January, 2021*

	<u>Monthly Amt</u>	<u>Monthly Budget</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>Current YTD</u>	<u>Budget</u>	<u>Variance %</u>
<b>TOTAL REVENUE</b>	<b>-84,785.31</b>	<b>-76,000.16</b>	<b>-8,785.15</b>	<b>-760,001.60</b>	<b>-1,015,469.55</b>	<b>-912,002.00</b>	<b>11.35</b>

**EXPENSES**

**ADMINISTRATIVE**

<b>Administrative Salaries &amp; Benefits</b>							
10-1-000-002-4110.000 Admin Salaries	5,778.00	8,654.17	-2,876.17	86,541.70	69,726.75	103,850.00	-32.86
10-1-000-002-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4110.200 Admin - Other Amps	0.00	625.00	-625.00	6,250.00	0.00	7,500.00	-100.00
10-1-020-002-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	2,115.00	0.00	
<b>Total Administrative Salaries &amp; Benefits</b>	<b>5,778.00</b>	<b>9,279.17</b>	<b>-3,501.17</b>	<b>92,791.70</b>	<b>71,841.75</b>	<b>111,350.00</b>	<b>-35.48</b>
<b>Benefit Contributions - Administrative</b>							
10-1-000-002-4110.500 Emp Benefit - Admin	2,402.28	4,764.58	-2,362.30	47,645.80	30,275.52	57,175.00	-47.05
10-1-000-002-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-4110.500 Admin Benefit-Cares Act	0.00	0.00	0.00	0.00	161.79	0.00	
<b>Total Benefit Contributions - Admin</b>	<b>2,402.28</b>	<b>4,764.58</b>	<b>-2,362.30</b>	<b>47,645.80</b>	<b>30,437.31</b>	<b>57,175.00</b>	<b>-46.76</b>
<b>Fee Expenses</b>							
10-1-000-002-4120.100 Management Fee Exp	14,578.56	13,888.00	690.56	138,880.00	143,430.33	166,656.00	-13.94
10-1-000-002-4120.200 Asset Mgt Fee Exp	1,960.00	1,900.00	60.00	19,000.00	19,600.00	22,800.00	-14.04
10-1-000-002-4120.300 Bookkeeping Fee Exp	1,440.00	1,425.00	15.00	14,250.00	14,437.50	17,100.00	-15.57
10-1-000-002-4120.400 Fee for Service Exp	4.00	0.00	4.00	0.00	22.00	0.00	
10-1-000-002-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-4120.100 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	12,739.00	0.00	
<b>Total Fee Expenses</b>	<b>17,982.56</b>	<b>17,213.00</b>	<b>769.56</b>	<b>172,130.00</b>	<b>190,228.83</b>	<b>206,556.00</b>	<b>-7.90</b>
<b>Advertising &amp; Marketing</b>							
10-1-000-002-4190.650 Advertising	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total Advertising &amp; Marketing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Office Expense</b>							
10-1-000-002-4140.000 Training - Staff	0.00	291.67	-291.67	2,916.70	2,229.00	3,500.00	-36.31
10-1-000-002-4180.000 Telephone	198.71	341.67	-142.96	3,416.70	2,083.60	4,100.00	-49.18
10-1-000-002-4190.100 Postage	212.46	187.50	24.96	1,875.00	1,667.01	2,250.00	-25.91
10-1-000-002-4190.200 Office Supplies	0.00	54.17	-54.17	541.70	1,031.82	650.00	58.74
10-1-000-002-4190.300 Paper Supplies	0.00	100.00	-100.00	1,000.00	378.45	1,200.00	-68.46
10-1-000-002-4190.400 Printing/printers	0.00	100.00	-100.00	1,000.00	0.00	1,200.00	-100.00
10-1-000-002-4190.401 Printing Supplies	0.00	79.17	-79.17	791.70	605.75	950.00	-36.24
10-1-000-002-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.550 Computers	0.00	0.00	0.00	0.00	2,909.00	0.00	
10-1-000-002-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.700 Member Dues/Fees	97.02	83.33	13.69	833.30	611.66	1,000.00	-38.83
10-1-000-002-4190.800 Internet Services	967.80	375.00	592.80	3,750.00	4,764.49	4,500.00	5.88
10-1-000-002-4190.850 IT Support	0.00	76.67	-76.67	766.70	392.00	920.00	-57.39
<b>Total Office Expense</b>	<b>1,475.99</b>	<b>1,689.18</b>	<b>-213.19</b>	<b>16,891.80</b>	<b>16,672.78</b>	<b>20,270.00</b>	<b>-17.75</b>
<b>Legal Expense</b>							
10-1-000-002-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total Legal Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Travel Expense</b>							



Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 2, Family Sites**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-002-4230.195 GED Testing	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Services - Other	0.00	108.33	-108.33	1,083.30	0.00	1,300.00	-100.00
<b>TOTAL TENANT SERVICES EXPENSE</b>	<b>0.00</b>	<b>740.00</b>	<b>-740.00</b>	<b>7,400.00</b>	<b>0.00</b>	<b>8,880.00</b>	<b>-100.00</b>
<b><u>MAINTENANCE &amp; OPERATIONS EXPENSE</u></b>							
<b>Maintenance - Labor &amp; OT</b>							
10-1-000-002-4410.000 Maint - Labor	17,956.80	23,916.67	-5,959.87	239,166.70	214,461.23	287,000.00	-25.27
10-1-000-002-4410.100 Maint Labor - OT	633.66	583.33	50.33	5,833.30	2,874.16	7,000.00	-58.94
10-1-000-002-4410.200 Maint Labor-Other Amp	0.00	0.00	0.00	0.00	428.00	0.00	
10-1-000-002-4410.300 Maint Labor - Seasonal	0.00	400.00	-400.00	4,000.00	1,846.40	4,800.00	-61.53
10-1-020-002-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	6,517.50	0.00	
Total Maintenance - Labor & OT	18,590.46	24,900.00	-6,309.54	249,000.00	226,127.29	298,800.00	-24.32
<b>Benefit Contributions - Maintenance</b>							
10-1-000-002-4410.500 Emp Benefit - Maint	7,199.70	10,045.83	-2,846.13	100,458.30	77,083.03	120,550.00	-36.06
10-1-000-002-4410.501 Maint Wellness Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4410.503 Emp Benefit - Seasonal	0.00	54.17	-54.17	541.70	581.83	650.00	-10.49
10-1-020-002-4410.500 Maint Benefit-Cares Act	0.00	0.00	0.00	0.00	498.58	0.00	
Total Benefit Contributions - Maint.	7,199.70	10,100.00	-2,900.30	101,000.00	78,163.44	121,200.00	-35.51
<b>Maintenance - Materials/Supplies</b>							
10-1-000-002-4330.010 Refuse	0.00	33.33	-33.33	333.30	193.82	400.00	-51.55
10-1-000-002-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.020 Heating&Cooling Supp	338.04	0.00	338.04	0.00	2,705.94	0.00	
10-1-000-002-4420.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.031 Gas for Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.040 Roofing Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.050 Landscape/Grounds Sup	0.00	83.33	-83.33	833.30	2,164.62	1,000.00	116.46
10-1-000-002-4420.051 Gasoline for mowing	0.00	62.50	-62.50	625.00	373.22	750.00	-50.24
10-1-000-002-4420.070 Electrical Supplies	2,373.89	166.67	2,207.22	1,666.70	4,123.95	2,000.00	106.20
10-1-000-002-4420.080 Plumbing Supplies	1,101.48	208.33	893.15	2,083.30	4,567.63	2,500.00	82.71
10-1-000-002-4420.090 Extermination Supplies	0.00	33.33	-33.33	333.30	590.81	400.00	47.70
10-1-000-002-4420.100 Janitorial Supplies	0.00	83.33	-83.33	833.30	2,229.24	1,000.00	122.92
10-1-000-002-4420.110 Routine Maint. Supplies	14,941.60	1,083.33	13,858.27	10,833.30	25,650.89	13,000.00	97.31
10-1-000-002-4420.120 Other Misc. Supplies	0.00	6.67	-6.67	66.70	2.33	80.00	-97.09
10-1-000-002-4420.125 Mileage	0.00	12.50	-12.50	125.00	0.00	150.00	-100.00
10-1-000-002-4420.126 Vehicle Supplies	0.00	283.33	-283.33	2,833.30	4,484.79	3,400.00	31.91
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-4420.000 Maint Supply-Cares Act	0.00	0.00	0.00	0.00	1,907.75	0.00	
Total Maintenance - Materials/Supplies	18,755.01	2,056.65	16,698.36	20,566.50	48,994.99	24,680.00	98.52
<b>Maintenance - Contracts</b>							
10-1-000-002-4430.010 Garbage&Trash Cont	295.00	158.33	136.67	1,583.30	1,226.01	1,900.00	-35.47
10-1-000-002-4430.020 Heating&Cooling Cont	91.50	20.83	70.67	208.30	5,106.23	250.00	1,942.49
10-1-000-002-4430.030 Snow Removal Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.050 Landscape & Grds Cont	0.00	458.33	-458.33	4,583.30	20.00	5,500.00	-99.64
10-1-000-002-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.070 Electrical Contracts	0.00	50.00	-50.00	500.00	0.00	600.00	-100.00
10-1-000-002-4430.080 Plumbing Contracts	0.00	125.00	-125.00	1,250.00	13,930.68	1,500.00	828.71
10-1-000-002-4430.090 Extermination Contracts	0.00	500.00	-500.00	5,000.00	4,709.40	6,000.00	-21.51
10-1-000-002-4430.100 Reg Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.110 Routine Maint Contr	8,770.00	233.33	8,536.67	2,333.30	18,707.70	2,800.00	568.13
10-1-000-002-4430.120 Other Misc Cont Cost	4,100.00	0.00	4,100.00	0.00	8,268.60	0.00	
10-1-000-002-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	85,193.07	0.00	

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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 2, Family Sites**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-002-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	13,256.50	1,545.82	11,710.68	15,458.20	137,161.69	18,550.00	639.42
<b>TOTAL MAINTENANCE EXPENSES</b>	<b>57,801.67</b>	<b>38,602.47</b>	<b>19,199.20</b>	<b>386,024.70</b>	<b>490,447.41</b>	<b>463,230.00</b>	<b>5.88</b>
<b><u>UTILITIES EXPENSE</u></b>							
<b>Utilities Expense</b>							
10-1-000-002-4310.000 Water	68.64	75.83	-7.19	758.30	672.83	910.00	-26.06
10-1-000-002-4315.000 Sewer	21.98	16.67	5.31	166.70	379.57	200.00	89.79
10-1-000-002-4320.000 Electric	192.69	916.67	-723.98	9,166.70	8,459.82	11,000.00	-23.09
10-1-000-002-4330.000 Gas	634.84	666.67	-31.83	6,666.70	4,807.21	8,000.00	-39.91
Total Utilities Expense	918.15	1,675.84	-757.69	16,758.40	14,319.43	20,110.00	-28.79
<b>TOTAL UTILITIES EXPENSE</b>	<b>918.15</b>	<b>1,675.84</b>	<b>-757.69</b>	<b>16,758.40</b>	<b>14,319.43</b>	<b>20,110.00</b>	<b>-28.79</b>
<b><u>TOTAL PROTECTIVE SERVICES EXPENSE</u></b>							
<b>Protective Services - Contract</b>							
10-1-000-002-4480.000 Police Contract	0.00	108.33	-108.33	1,083.30	873.76	1,300.00	-32.79
10-1-000-002-4480.100 ADT Contract	0.00	91.67	-91.67	916.70	1,464.21	1,100.00	33.11
10-1-000-002-4480.500 Security Contract	1,415.00	258.33	1,156.67	2,583.30	11,246.00	3,100.00	262.77
Total Protective Services - Contract	1,415.00	458.33	956.67	4,583.30	13,583.97	5,500.00	146.98
<b>TOTAL PROTECTIVE SERVICES EXPENSE</b>	<b>1,415.00</b>	<b>458.33</b>	<b>956.67</b>	<b>4,583.30</b>	<b>13,583.97</b>	<b>5,500.00</b>	<b>146.98</b>
<b><u>INSURANCE PREMIUMS EXPENSE</u></b>							
<b>Insurance Expenses</b>							
10-1-000-002-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4510.010 Property Ins	3,044.86	2,760.42	284.44	27,604.20	28,418.65	33,125.00	-14.21
10-1-000-002-4510.015 Equipment Insurance	149.81	129.17	20.64	1,291.70	1,369.67	1,550.00	-11.63
10-1-000-002-4510.020 Liability Ins	470.73	445.83	24.90	4,458.30	4,674.00	5,350.00	-12.64
10-1-000-002-4510.025 PE & PO Insurance	329.31	395.83	-66.52	3,958.30	3,909.15	4,750.00	-17.70
10-1-000-002-4510.030 Work Comp Insurance	1,001.36	1,275.00	-273.64	12,750.00	11,890.46	15,300.00	-22.28
10-1-000-002-4510.035 Auto Insurance	209.68	318.75	-109.07	3,187.50	2,096.35	3,825.00	-45.19
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	5,205.75	5,325.00	-119.25	53,250.00	52,358.28	63,900.00	-18.06
<b>TOTAL INSURANCE PREMIUMS EXPENSE</b>	<b>5,205.75</b>	<b>5,325.00</b>	<b>-119.25</b>	<b>53,250.00</b>	<b>52,358.28</b>	<b>63,900.00</b>	<b>-18.06</b>
<b><u>GENERAL EXPENSES</u></b>							
<b>General Expenses</b>							
10-1-000-002-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Payment In Lieu Of Taxes - PILOT Tax</b>							
10-1-000-002-4520.000 Pay in lieu of Tax	1,013.29	1,992.58	-979.29	19,925.80	13,087.83	23,911.00	-45.26
Total Payment In Lieu Of Taxes - PILOT	1,013.29	1,992.58	-979.29	19,925.80	13,087.83	23,911.00	-45.26
<b>Bad Debt Write-Offs - Tenant Rents</b>							
10-1-000-002-4570.000 Collection Losses	-1,307.32	0.00	-1,307.32	0.00	-573.04	0.00	
Total Bad Debt Write-Offs - Tenant Rents	-1,307.32	0.00	-1,307.32	0.00	-573.04	0.00	
<b>TOTAL OTHER GENERAL EXPENSES</b>	<b>-294.03</b>	<b>1,992.58</b>	<b>-2,286.61</b>	<b>19,925.80</b>	<b>12,514.79</b>	<b>23,911.00</b>	<b>-47.66</b>

Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 2, Family Sites**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b><u>INTEREST EXP &amp; AMORTIZATION COST</u></b>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL INTEREST EXP &amp; AMORT COST</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL OPERATING EXPENSE</b>	<b>92,740.22</b>	<b>82,056.82</b>	<b>10,683.40</b>	<b>820,568.20</b>	<b>893,303.56</b>	<b>984,682.00</b>	<b>-9.28</b>
<b>NET (REVENUE)/EXPENSE</b>	<b>7,954.91</b>	<b>6,056.66</b>	<b>1,898.25</b>	<b>60,566.60</b>	<b>-122,165.99</b>	<b>72,680.00</b>	<b>-268.09</b>
<b><u>MISCELLANEOUS EXPENSE</u></b>							
<b>Extraordinary Expense</b>							
10-1-000-002-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Casualty Losses - Non-capitalized</b>							
10-1-000-002-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4620.040 Insur Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Depreciation Expense</b>							
10-1-000-002-4800.000 Depreciation Exp Fam	29,000.00	35,500.00	-6,500.00	355,000.00	290,000.00	426,000.00	-31.92
Total Depreciation Expense	29,000.00	35,500.00	-6,500.00	355,000.00	290,000.00	426,000.00	-31.92
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>29,000.00</b>	<b>35,500.00</b>	<b>-6,500.00</b>	<b>355,000.00</b>	<b>290,000.00</b>	<b>426,000.00</b>	<b>-31.92</b>
<b>TOTAL EXPENSES</b>	<b>36,954.91</b>	<b>41,556.66</b>	<b>-4,601.75</b>	<b>415,566.60</b>	<b>167,834.01</b>	<b>498,680.00</b>	<b>-66.34</b>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>							
<b>Prior Period Adjustment</b>							
10-1-000-002-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Operating Transfers In/Out</b>							
10-1-000-002-7010.000 Prov Oper Reserve	0.00	-40,931.67	40,931.67	-409,316.70	0.00	-491,180.00	-100.00
10-1-000-002-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	-40,931.67	40,931.67	-409,316.70	0.00	-491,180.00	-100.00
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>0.00</b>	<b>-40,931.67</b>	<b>40,931.67</b>	<b>-409,316.70</b>	<b>0.00</b>	<b>-491,180.00</b>	<b>-100.00</b>
<b>EXCESS (REVENUE)/EXPENSE</b>	<b>36,954.91</b>	<b>624.99</b>	<b>36,329.92</b>	<b>6,249.90</b>	<b>167,834.01</b>	<b>7,500.00</b>	<b>2,137.79</b>

Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 3, Bluebell**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>REVENUE</b>							
pum	51.00	51.00	0.00	510.00	510.00	612.00	0.00
<b>TENANT REVENUE</b>							
<b>Tenant Rent Revenue</b>							
10-1-000-006-3110.000 Dwelling Rent	-13,372.00	-14,583.33	1,211.33	-145,833.30	-137,733.00	-175,000.00	-21.30
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-13,372.00	-14,583.33	1,211.33	-145,833.30	-137,733.00	-175,000.00	-21.30
<b>Tenant Revenue - Other</b>							
10-1-000-006-3120.000 Excess Utilities	0.00	-4.17	4.17	-41.70	-75.00	-50.00	50.00
10-1-000-006-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.000 Other Income	0.00	-16.67	16.67	-166.70	524.00	-200.00	-362.00
10-1-000-006-3690.100 Late Fees	0.00	-14.58	14.58	-145.80	0.00	-175.00	-100.00
10-1-000-006-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.140 Returned Check Charge	0.00	-4.17	4.17	-41.70	0.00	-50.00	-100.00
10-1-000-006-3690.150 Laundry Income	-600.75	-500.00	-100.75	-5,000.00	-4,851.80	-6,000.00	-19.14
10-1-000-006-3690.160 Vending Machine Inc	-3.58	-20.83	17.25	-208.30	-55.85	-250.00	-77.66
10-1-000-006-3690.180 Labor	0.00	-41.67	41.67	-416.70	-540.50	-500.00	8.10
10-1-000-006-3690.200 Materials	0.00	-8.33	8.33	-83.30	-31.75	-100.00	-68.25
Total Tenant Revenue Other	-604.33	-610.42	6.09	-6,104.20	-5,030.90	-7,325.00	-31.32
<b>TOTAL TENANT REVENUE</b>	<b>-13,976.33</b>	<b>-15,193.75</b>	<b>1,217.42</b>	<b>-151,937.50</b>	<b>-142,763.90</b>	<b>-182,325.00</b>	<b>-21.70</b>
<b>OTHER REVENUE</b>							
<b>HUD/Other Grants &amp; Investment Income</b>							
10-1-000-006-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3610.000 Interest Income	-6.83	-191.67	184.84	-1,916.70	-216.99	-2,300.00	-90.57
10-1-000-006-8020.000 Oper Sub - Curr Yr	-6,058.00	-5,012.67	-1,045.33	-50,126.70	-55,025.00	-60,152.00	-8.52
10-1-020-006-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	-7,854.52	0.00	
Total HUD/Other Grants & Invest Income	-6,064.83	-5,204.34	-860.49	-52,043.40	-63,096.51	-62,452.00	1.03
<b>Other Revenue</b>							
10-1-000-006-3850.000 Inspection(s) Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.005 Income from Amps	0.00	-20.83	20.83	-208.30	0.00	-250.00	-100.00
10-1-000-006-3850.010 Garbage&Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.020 Htg & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.040 Elevator Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.050 Landscape&Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.070 Electric Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.090 Exterminator Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.110 Routine Main. Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	-20.83	20.83	-208.30	0.00	-250.00	-100.00
<b>TOTAL OTHER REVENUE</b>	<b>-6,064.83</b>	<b>-5,225.17</b>	<b>-839.66</b>	<b>-52,251.70</b>	<b>-63,096.51</b>	<b>-62,702.00</b>	<b>0.63</b>
<b>TOTAL REVENUE</b>	<b>-20,041.16</b>	<b>-20,418.92</b>	<b>377.76</b>	<b>-204,189.20</b>	<b>-205,860.41</b>	<b>-245,027.00</b>	<b>-15.98</b>

Date:  
Time:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 3, Bluebell**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>EXPENSES</b>							
<b>ADMINISTRATIVE</b>							
<b>Administrative Salaries &amp; Benefits</b>							
10-1-000-006-4110.000 Admin Salaries	808.18	1,833.33	-1,025.15	18,333.30	9,079.12	22,000.00	-58.73
10-1-000-006-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4110.200 Admin - Other Amps	865.17	0.00	865.17	0.00	2,368.82	0.00	
10-1-020-006-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	111.89	0.00	
Total Administrative Salaries & Benefits	1,673.35	1,833.33	-159.98	18,333.30	11,559.83	22,000.00	-47.46
<b>Benefit Contributions - Administrative</b>							
10-1-000-006-4110.500 Emp Benefit - Admin	320.75	708.33	-387.58	7,083.30	3,373.32	8,500.00	-60.31
10-1-000-006-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-4110.500 Admin Benefit-Cares Act	0.00	0.00	0.00	0.00	8.56	0.00	
Total Benefit Contributions - Admin	320.75	708.33	-387.58	7,083.30	3,381.88	8,500.00	-60.21
<b>Fee Expenses</b>							
10-1-000-006-4120.100 Management Fee Exp	3,720.57	3,728.00	-7.43	37,280.00	37,252.16	44,736.00	-16.73
10-1-000-006-4120.200 Asset Mngt Fee Exp	510.00	510.00	0.00	5,100.00	5,100.00	6,120.00	-16.67
10-1-000-006-4120.300 Bookkeeping Exp	367.50	383.00	-15.50	3,830.00	3,750.00	4,596.00	-18.41
10-1-000-006-4120.400 Fee for Service Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	420.00	0.00	
10-1-000-006-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-4120.100 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	931.00	0.00	
Total Fee Expenses	4,598.07	4,621.00	-22.93	46,210.00	47,453.16	55,452.00	-14.42
<b>Advertising &amp; Marketing</b>							
10-1-000-006-4190.650 Advertising	0.00	0.00	0.00	0.00	0.00	0.00	
Total Advertising & Marketing	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Office Expense</b>							
10-1-000-006-4140.000 Training - Staff	0.00	125.00	-125.00	1,250.00	525.00	1,500.00	-65.00
10-1-000-006-4180.000 Telephone	312.44	416.67	-104.23	4,166.70	3,088.01	5,000.00	-38.24
10-1-000-006-4190.100 Postage	5.00	10.00	-5.00	100.00	62.00	120.00	-48.33
10-1-000-006-4190.200 Office Supplies	0.00	12.50	-12.50	125.00	36.78	150.00	-75.48
10-1-000-006-4190.300 Paper Supplies	0.00	14.58	-14.58	145.80	-109.59	175.00	-162.62
10-1-000-006-4190.400 Printing/printers	0.00	0.00	0.00	0.00	89.16	0.00	
10-1-000-006-4190.401 Printing Supplies	0.00	12.50	-12.50	125.00	0.00	150.00	-100.00
10-1-000-006-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.550 Computers	0.00	125.00	-125.00	1,250.00	1,296.00	1,500.00	-13.60
10-1-000-006-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.700 Member Dues/Fees	19.74	25.00	-5.26	250.00	157.92	300.00	-47.36
10-1-000-006-4190.800 Internet Services	169.95	150.00	19.95	1,500.00	1,456.62	1,800.00	-19.08
10-1-000-006-4190.850 IT Support	0.00	25.00	-25.00	250.00	139.75	300.00	-53.42
Total Office Expense	507.13	916.25	-409.12	9,162.50	6,741.65	10,995.00	-38.68
<b>Legal Expense</b>							
10-1-000-006-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Travel Expense</b>							
10-1-000-006-4150.000 Travel - Staff	0.00	16.67	-16.67	166.70	0.00	200.00	-100.00
10-1-000-006-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4150.100 Mileage - Admin	0.00	8.33	-8.33	83.30	0.00	100.00	-100.00
Total Travel Expense	0.00	25.00	-25.00	250.00	0.00	300.00	-100.00
<b>Other Expense</b>							



Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 3, Bluebell**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-006-4140.010 Training-Commissioners	0.00	0.00	0.00	0.00	-525.00	0.00	
10-1-000-006-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.000 Other Sundry	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.950 Background Verification	0.00	12.50	-12.50	125.00	32.10	150.00	-78.60
Total Other Expense	0.00	12.50	-12.50	125.00	-492.90	150.00	-428.60
<b>TOTAL OPERATING EXPENSE - Admin</b>	<b>7,099.30</b>	<b>8,116.41</b>	<b>-1,017.11</b>	<b>81,164.10</b>	<b>68,643.62</b>	<b>97,397.00</b>	<b>-29.52</b>
<b><u>TENANT SERVICES</u></b>							
<b>Tenant Services - Other</b>							
10-1-000-006-4220.100 Ten Ser-Supplies	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-006-4220.110 Ten Ser-Recreation	0.00	20.83	-20.83	208.30	19.39	250.00	-92.24
Total Tenant Services - Other	0.00	41.66	-41.66	416.60	19.39	500.00	-96.12
<b>TOTAL TENANT SERVICES EXPENSE</b>	<b>0.00</b>	<b>41.66</b>	<b>-41.66</b>	<b>416.60</b>	<b>19.39</b>	<b>500.00</b>	<b>-96.12</b>
<b><u>MAINTENANCE &amp; OPERATIONS EXPENSE</u></b>							
<b>Maintenance - Labor &amp; OT</b>							
10-1-000-006-4410.000 Maint - Labor	2,830.40	3,083.33	-252.93	30,833.30	31,137.03	37,000.00	-15.85
10-1-000-006-4410.100 Maint Labor - OT	0.00	83.33	-83.33	833.30	369.39	1,000.00	-63.06
10-1-000-006-4410.200 Maint Labor-Other Amp	863.06	0.00	863.06	0.00	1,769.25	0.00	
10-1-020-006-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	1,180.50	0.00	
Total Maintenance - Labor & OT	3,693.46	3,166.66	526.80	31,666.60	34,456.17	38,000.00	-9.33
<b>Benefit Contributions - Maintenance</b>							
10-1-000-006-4410.500 Maint Emp Benefit	663.04	750.00	-86.96	7,500.00	7,402.73	9,000.00	-17.75
10-1-000-006-4410.501 Maint Wellness Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-4410.500 Maint Benefit-Cares Act	0.00	0.00	0.00	0.00	90.31	0.00	
Total Benefit Contributions - Maint.	663.04	750.00	-86.96	7,500.00	7,493.04	9,000.00	-16.74
<b>Maintenance - Materials/Supplies</b>							
10-1-000-006-4420.010 Garbage&Trash Supp	0.00	12.50	-12.50	125.00	0.00	150.00	-100.00
10-1-000-006-4420.020 Heating&Cooling Supp	559.65	125.00	434.65	1,250.00	3,120.69	1,500.00	108.05
10-1-000-006-4420.030 Snow Removal Supplies	0.00	12.50	-12.50	125.00	0.00	150.00	-100.00
10-1-000-006-4420.031 Gas for Snow Removal	0.00	4.17	-4.17	41.70	0.00	50.00	-100.00
10-1-000-006-4420.050 Landscape/Grounds Sup	0.00	50.00	-50.00	500.00	725.10	600.00	20.85
10-1-000-006-4420.051 Gasoline for mowing	0.00	16.67	-16.67	166.70	44.08	200.00	-77.96
10-1-000-006-4420.070 Electrical Supplies	47.04	29.17	17.87	291.70	138.07	350.00	-60.55
10-1-000-006-4420.080 Plumbing Supplies	87.41	70.83	16.58	708.30	473.15	850.00	-44.34
10-1-000-006-4420.090 Extermination Supplies	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
10-1-000-006-4420.100 Janitorial Supplies	0.00	125.00	-125.00	1,250.00	714.72	1,500.00	-52.35
10-1-000-006-4420.110 Routine Maint.Supplies	2,938.44	458.33	2,480.11	4,583.30	7,930.93	5,500.00	44.20
10-1-000-006-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.125 Mileage	0.00	4.17	-4.17	41.70	0.00	50.00	-100.00
10-1-000-006-4420.130 Security Supplies	0.00	83.33	-83.33	833.30	0.00	1,000.00	-100.00
10-1-020-006-4420.000 Maint Supply-Cares Act	164.96	0.00	164.96	0.00	696.39	0.00	
Total Maintenance - Materials/Supplies	3,797.50	1,012.50	2,785.00	10,125.00	13,843.13	12,150.00	13.94
<b>Maintenance - Contracts</b>							
10-1-000-006-4430.010 Garbage & Trash Cont	165.00	166.67	-1.67	1,666.70	1,290.00	2,000.00	-35.50
10-1-000-006-4430.020 Heating & Cooling Cont	640.00	166.67	473.33	1,666.70	7,579.62	2,000.00	278.98
10-1-000-006-4430.030 Snow Removal Contract	0.00	29.17	-29.17	291.70	0.00	350.00	-100.00



Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AMP 3, Bluebell**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>Payment In Lieu Of Taxes - PILOT Tax</b>							
10-1-000-006-4520.000 Pay in lieu of Tax	1,333.26	1,750.67	-417.41	17,506.70	12,307.15	21,008.00	-41.42
Total Payment In Lieu Of Taxes - PILOT	1,333.26	1,750.67	-417.41	17,506.70	12,307.15	21,008.00	-41.42
<b>Bad Debt Write-Offs - Tenant Rents</b>							
10-1-000-006-4570.000 Collection Losses	2,803.27	0.00	2,803.27	0.00	4,514.30	0.00	
Total Bad Debt Write-Offs - Tenant Rents	2,803.27	0.00	2,803.27	0.00	4,514.30	0.00	
<b>TOTAL OTHER GENERAL EXPENSES</b>	<b>4,136.53</b>	<b>1,750.67</b>	<b>2,385.86</b>	<b>17,506.70</b>	<b>16,821.45</b>	<b>21,008.00</b>	<b>-19.93</b>
<b><u>INTEREST EXP &amp; AMORTIZATION COST</u></b>							
<b>Interest Expense</b>							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL INTEREST EXP &amp; AMORT COST</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL OPERATING EXPENSE</b>	<b>25,937.85</b>	<b>21,354.57</b>	<b>4,583.28</b>	<b>213,545.70</b>	<b>202,709.48</b>	<b>256,255.00</b>	<b>-20.90</b>
<b>NET (REVENUE)/EXPENSE</b>	<b>5,896.69</b>	<b>935.65</b>	<b>4,961.04</b>	<b>9,356.50</b>	<b>-3,150.93</b>	<b>11,228.00</b>	<b>-128.06</b>
<b><u>MISCELLANEOUS EXPENSE</u></b>							
<b>Extraordinary &amp; Casualty Expense</b>							
10-1-000-006-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Depreciation Expense</b>							
10-1-000-006-4800.000 Depreciation Exp BB	11,000.00	14,083.33	-3,083.33	140,833.30	110,000.00	169,000.00	-34.91
Total Depreciation Expense	11,000.00	14,083.33	-3,083.33	140,833.30	110,000.00	169,000.00	-34.91
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>11,000.00</b>	<b>14,083.33</b>	<b>-3,083.33</b>	<b>140,833.30</b>	<b>110,000.00</b>	<b>169,000.00</b>	<b>-34.91</b>
<b>TOTAL EXPENSES</b>	<b>16,896.69</b>	<b>15,018.98</b>	<b>1,877.71</b>	<b>150,189.80</b>	<b>106,849.07</b>	<b>180,228.00</b>	<b>-40.71</b>
<b><u>OTHER FINANCING SOURCES (USES)</u></b>							
<b>Prior Period Adjustment</b>							
10-1-000-006-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Operating/Reserve Transfers In/Out</b>							
10-1-000-006-7010.000 Prov Oper Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating/Reserve Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>EXCESS (REVENUE)/EXPENSE</b>	<b>16,896.69</b>	<b>15,018.98</b>	<b>1,877.71</b>	<b>150,189.80</b>	<b>106,849.07</b>	<b>180,228.00</b>	<b>-40.71</b>



Date:  
Time:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - HCV (ADMIN & HAP)**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>Travel Expense</b>							
30-1-000-000-4150.000 Travel - Staff	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
Total Travel Expense	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
<b>Other Expense</b>							
30-1-000-000-4140.000 Training - Staff	0.00	250.00	-250.00	2,500.00	368.00	3,000.00	-87.73
30-1-000-000-4160.000 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4160.300 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4160.500 Translating/Interp Serv.	0.00	8.33	-8.33	83.30	0.00	100.00	-100.00
30-1-000-000-4190.000 Other Sundry	124.99	141.67	-16.68	1,416.70	2,345.92	1,700.00	38.00
30-1-000-000-4190.200 Inspections	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
30-1-000-000-4190.950 Background Verification	0.00	66.67	-66.67	666.70	570.53	800.00	-28.68
Total Other Expense	124.99	508.34	-383.35	5,083.40	3,284.45	6,100.00	-46.16
<b>TOTAL ADMIN EXPENSE</b>	<b>11,540.93</b>	<b>12,298.84</b>	<b>-757.91</b>	<b>122,988.40</b>	<b>121,372.25</b>	<b>147,586.00</b>	<b>-17.76</b>
<b>Insurance Premiums Expense</b>							
30-1-000-000-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4510.025 PE & PO Insurance	61.68	83.33	-21.65	833.30	778.26	1,000.00	-22.17
30-1-000-000-4510.030 Work Comp Insurance	209.14	256.25	-47.11	2,562.50	2,478.94	3,075.00	-19.38
30-1-000-000-4510.035 Auto Insurance	41.90	43.75	-1.85	437.50	419.27	525.00	-20.14
30-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Premium Expenses	312.72	383.33	-70.61	3,833.30	3,676.47	4,600.00	-20.08
<b>TOTAL INSUANCE EXPENSE</b>	<b>312.72</b>	<b>383.33</b>	<b>-70.61</b>	<b>3,833.30</b>	<b>3,676.47</b>	<b>4,600.00</b>	<b>-20.08</b>
<b>General Expense</b>							
30-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4400.000 Maint & Operation	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	27,071.00	0.00	
30-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4570.100 Collection Loss Admin	-8.00	41.67	-49.67	416.70	281.13	500.00	-43.77
30-1-000-000-4590.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4590.010 Admin Gen Exp-Port	303.21	400.00	-96.79	4,000.00	3,160.45	4,800.00	-34.16
30-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expense	295.21	441.67	-146.46	4,416.70	30,512.58	5,300.00	475.71
<b>TOTAL GENERAL EXPENSE</b>	<b>295.21</b>	<b>441.67</b>	<b>-146.46</b>	<b>4,416.70</b>	<b>30,512.58</b>	<b>5,300.00</b>	<b>475.71</b>
<b>Miscellaneous Exp</b>							
<b>Surplus Adjustments</b>							
30-1-000-000-6010.000 Prior Yr Adj - ARR	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-6020.000 Prior Yr Adj - NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Provision for Reserve</b>							
30-1-000-000-7016.000 Prov for Oper Rsrve	0.00	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Depreciation Expense</b>							
30-1-000-000-4800.000 Dpreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL MISC EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>TOTAL ADMIN EXPENSES</b>	<b>12,148.86</b>	<b>13,123.84</b>	<b>-974.98</b>	<b>131,238.40</b>	<b>155,561.30</b>	<b>157,486.00</b>	<b>-1.22</b>
<b>ADMIN (Profit)/Loss w/ Depreciation</b>	<b>2,951.72</b>	<b>3,693.59</b>	<b>-741.87</b>	<b>36,935.90</b>	<b>8,170.84</b>	<b>44,323.00</b>	<b>-81.57</b>

**HAP REVENUE**

Date:  
Time:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - HCV (ADMIN & HAP)**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<b>HAP Income</b>							
30-1-000-000-3300.200 Fraud Recovery - HAP	0.00	-416.67	416.67	-4,166.70	-1,768.00	-5,000.00	-64.64
30-1-000-000-3300.500 Int Reserve Surplus-HAP	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-8026.000 Ann Contr-Cur Yr	-71,923.00	-77,052.08	5,129.08	-770,520.80	-730,364.00	-924,625.00	-21.01
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-71,923.00	-77,468.75	5,545.75	-774,687.50	-732,132.00	-929,625.00	-21.24
<b>TOTAL HAP INCOME</b>	<b>-71,923.00</b>	<b>-77,468.75</b>	<b>5,545.75</b>	<b>-774,687.50</b>	<b>-732,132.00</b>	<b>-929,625.00</b>	<b>-21.24</b>
<b>HAP EXPENSES</b>							
<b>HAP Expenses</b>							
30-1-000-000-4715.010 HAP-Occupied Units	66,765.00	61,544.00	5,221.00	615,440.00	619,279.00	738,528.00	-16.15
30-1-000-000-4715.015 HAP Mid Month Lease	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.020 HAP-Repayments	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.021 HAP-FraudRepay-HUD	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.030 HAP-Port Ins	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.040 HAP-Util Payments	2,139.00	2,333.33	-194.33	23,333.30	27,526.00	28,000.00	-1.69
30-1-000-000-4715.050 HAP-Homeownership	174.00	175.00	-1.00	1,750.00	1,947.00	2,100.00	-7.29
30-1-000-000-4715.070 HAP-Portable	11,968.45	14,583.33	-2,614.88	145,833.30	114,826.45	175,000.00	-34.38
30-1-000-000-4715.080 HAP Hard to House	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4718.000 HAP-Escrow Certs	0.00	0.00	0.00	0.00	0.00	0.00	
Total HAP Expenses	81,046.45	78,635.66	2,410.79	786,356.60	763,578.45	943,628.00	-19.08
<b>TOTAL HAP EXPENSE</b>	<b>81,046.45</b>	<b>78,635.66</b>	<b>2,410.79</b>	<b>786,356.60</b>	<b>763,578.45</b>	<b>943,628.00</b>	<b>-19.08</b>
<b>General HAP Expenses</b>							
30-1-000-000-4570.200 Collection Loss HUD	-7.00	41.67	-48.67	416.70	283.51	500.00	-43.30
Total General HAP Expenses	-7.00	41.67	-48.67	416.70	283.51	500.00	-43.30
<b>TOTAL GENERAL HAP EXPENSES</b>	<b>-7.00</b>	<b>41.67</b>	<b>-48.67</b>	<b>416.70</b>	<b>283.51</b>	<b>500.00</b>	<b>-43.30</b>
<b>Prior Year Adj - HAP</b>							
30-1-000-000-6010.010 Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL HAP EXPENSES</b>	<b>81,039.45</b>	<b>78,677.33</b>	<b>2,362.12</b>	<b>786,773.30</b>	<b>763,861.96</b>	<b>944,128.00</b>	<b>-19.09</b>
<b>Remaining HAP to/from Reserve</b>							
	9,116.45	1,208.58	7,907.87	12,085.80	31,729.96	14,503.00	118.78

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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP Brentwood**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
PUM - Brentwood	72.00	72.00	0.00	720.00	720.00	864.00	0.00
<b>REVENUE</b>							
<u>TENANT REVENUE</u>							
<b>Tenant Rent Revenue</b>							
60-1-000-000-5120.000 Rent - Brentwood	-26,002.00	-28,060.00	2,058.00	-280,600.00	-274,518.00	-336,720.00	-18.47
60-1-000-000-5125.000 PHA Rent	-5,308.00	-4,300.00	-1,008.00	-43,000.00	-44,828.00	-51,600.00	-13.12
60-1-000-000-5320.000 Rent Adjustments	360.00	0.00	360.00	0.00	3,516.00	0.00	
Total Tenant Rent Revenue	-30,950.00	-32,360.00	1,410.00	-323,600.00	-315,830.00	-388,320.00	-18.67
<b>Excess Rent</b>							
60-1-000-000-5970.000 Excess Rent	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Excess Rent	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Vacancies Revenue</b>							
60-1-000-000-5220.000 Vacancies - Brentwood	0.00	566.25	-566.25	5,662.50	0.00	6,795.00	-100.00
Total Vacancies Revenue	0.00	566.25	-566.25	5,662.50	0.00	6,795.00	-100.00
<b>TOTAL TENANT REVENUE</b>	<b>-30,950.00</b>	<b>-31,793.75</b>	<b>843.75</b>	<b>-317,937.50</b>	<b>-315,830.00</b>	<b>-381,525.00</b>	<b>-17.22</b>
<u>INVESTMENT REVENUE</u>							
<b>Investment Revenue</b>							
60-1-000-000-5410.000 Interest Income	-9.94	-366.67	356.73	-3,666.70	-267.43	-4,400.00	-93.92
60-1-000-000-5420.000 Interst Sec Deposits	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5440.000 Rep Res Interest	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5500.000 Other Inc - HUD Int Crd	0.00	0.00	0.00	0.00	0.00	0.00	
Total Investment Revenue	-9.94	-366.67	356.73	-3,666.70	-267.43	-4,400.00	-93.92
<b>TOTAL INVESTMENT INCOME</b>	<b>-9.94</b>	<b>-366.67</b>	<b>356.73</b>	<b>-3,666.70</b>	<b>-267.43</b>	<b>-4,400.00</b>	<b>-93.92</b>
<u>OTHER REVENUE</u>							
<b>Other Revenue</b>							
60-1-000-000-5900.000 Other Income	0.00	-4.17	4.17	-41.70	0.00	-50.00	-100.00
60-1-000-000-5901.000 Income - LR Amps	0.00	-29.17	29.17	-291.70	0.00	-350.00	-100.00
60-1-000-000-5910.000 Laundry Income	-249.00	-733.33	484.33	-7,333.30	-6,785.00	-8,800.00	-22.90
60-1-000-000-5920.000 Bad Check Charges	0.00	-1.67	1.67	-16.70	-20.00	-20.00	0.00
60-1-000-000-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5922.000 Labor & Materials	-300.00	-416.67	116.67	-4,166.70	-4,451.06	-5,000.00	-10.98
60-1-000-000-5923.000 Misc Charges	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5925.000 Late Charges	0.00	-183.33	183.33	-1,833.30	-251.00	-2,200.00	-88.59
60-1-000-000-5926.000 Violation Charges	0.00	-37.92	37.92	-379.20	-1,187.00	-455.00	160.88
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5991.000 ECRM Grant Inc-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5991.100 ECRM Grant #2 Inc-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5992.000 Carver Center Grant-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5992.500 Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-549.00	-1,406.26	857.26	-14,062.60	-12,694.06	-16,875.00	-24.78
<b>TOTAL OTHER REVENUE</b>	<b>-549.00</b>	<b>-1,406.26</b>	<b>857.26</b>	<b>-14,062.60</b>	<b>-12,694.06</b>	<b>-16,875.00</b>	<b>-24.78</b>
<b>TOTAL REVENUE</b>	<b>-31,508.94</b>	<b>-33,566.68</b>	<b>2,057.74</b>	<b>-335,666.80</b>	<b>-328,791.49</b>	<b>-402,800.00</b>	<b>-18.37</b>
<b>EXPENSES</b>							

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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP Brentwood**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>OPERATING EXPENSES</u>							
<b>Administrative Salaries &amp; Benefits</b>							
60-1-000-000-6310.000 Administrative Salaries	1,205.13	0.00	1,205.13	0.00	2,657.13	0.00	
60-1-000-000-6310.500 Emp Benefit - Admin	99.73	0.00	99.73	0.00	219.90	0.00	
60-1-000-000-6330.000 Manager Salaries	2,403.76	2,583.33	-179.57	25,833.30	27,971.30	31,000.00	-9.77
60-1-000-000-6330.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6330.200 Admin from Amps	356.52	0.00	356.52	0.00	682.12	0.00	
60-1-000-000-6330.500 Manager's Benefits	811.36	883.33	-71.97	8,833.30	8,960.16	10,600.00	-15.47
60-1-000-000-6330.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	4,876.50	3,466.66	1,409.84	34,666.60	40,490.61	41,600.00	-2.67
<b>Admin Sundry</b>							
60-1-000-000-6210.000 Admin. Advertisement	9.50	33.33	-23.83	333.30	195.00	400.00	-51.25
60-1-000-000-6250.000 Misc Renting Expense	17.00	108.33	-91.33	1,083.30	986.00	1,300.00	-24.15
60-1-000-000-6311.000 Office Expense-Brent	1,284.15	150.00	1,134.15	1,500.00	3,703.11	1,800.00	105.73
60-1-000-000-6311.050 Office Rental Expense	225.00	225.00	0.00	2,250.00	2,250.00	2,700.00	-16.67
60-1-000-000-6311.100 Phone/Internet Service	150.93	108.33	42.60	1,083.30	1,209.97	1,300.00	-6.93
60-1-000-000-6311.150 IT Support	26.25	33.33	-7.08	333.30	490.10	400.00	22.53
60-1-000-000-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6350.000 Audit	0.00	75.00	-75.00	750.00	0.00	900.00	-100.00
60-1-000-000-6360.000 Training - Staff	0.00	87.50	-87.50	875.00	0.00	1,050.00	-100.00
60-1-000-000-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6365.000 Travel - Staff	78.20	129.17	-50.97	1,291.70	623.65	1,550.00	-59.76
60-1-000-000-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6370.000 Bad Debt	94.80	83.33	11.47	833.30	-2,884.26	1,000.00	-388.43
60-1-000-000-6380.000 Consulting Services	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
60-1-000-000-6380.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6399.000 Other Administrative	57.28	75.00	-17.72	750.00	57.28	900.00	-93.64
Total Admin Sundry	1,943.11	1,149.99	793.12	11,499.90	6,630.85	13,800.00	-51.95
<b>Fee Expense</b>							
60-1-000-000-6320.000 Management Fees	3,588.00	5,263.00	-1,675.00	52,630.00	50,646.33	63,156.00	-19.81
60-1-000-000-6351.000 Bookkeeping Fees	517.50	648.00	-130.50	6,480.00	6,214.50	7,776.00	-20.08
60-1-000-000-6390.000 Fee for Service Exp	9.00	0.00	9.00	0.00	58.00	0.00	
Total Fee Expense	4,114.50	5,911.00	-1,796.50	59,110.00	56,918.83	70,932.00	-19.76
<b>TOTAL OPERATING EXPENSES</b>	<b>10,934.11</b>	<b>10,527.65</b>	<b>406.46</b>	<b>105,276.50</b>	<b>104,040.29</b>	<b>126,332.00</b>	<b>-17.65</b>
<u>UTILITIES</u>							
<b>Utilities Expense</b>							
60-1-000-000-6450.000 Utilites - Electric	552.89	458.33	94.56	4,583.30	5,414.04	5,500.00	-1.56
60-1-000-000-6451.000 Utilities - Water	697.20	850.00	-152.80	8,500.00	7,644.80	10,200.00	-25.05
60-1-000-000-6452.000 Utilities - Gas	204.81	125.00	79.81	1,250.00	1,146.29	1,500.00	-23.58
60-1-000-000-6453.000 Utilities - Sewer	964.19	808.33	155.86	8,083.30	10,317.35	9,700.00	6.36
Total Utilities	2,419.09	2,241.66	177.43	22,416.60	24,522.48	26,900.00	-8.84
<b>TOTAL UTILITIES</b>	<b>2,419.09</b>	<b>2,241.66</b>	<b>177.43</b>	<b>22,416.60</b>	<b>24,522.48</b>	<b>26,900.00</b>	<b>-8.84</b>
<u>MAINTENANCE EXPENSES</u>							
<b>Maintenance Salaries</b>							
60-1-000-000-6510.000 Maintenance Salaries	3,928.80	4,416.67	-487.87	44,166.70	44,803.05	53,000.00	-15.47
60-1-000-000-6510.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6510.100 OT Maintenance	0.00	20.83	-20.83	208.30	176.97	250.00	-29.21
60-1-000-000-6510.200 Maint from Amps	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00



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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP Brentwood**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
60-1-000-000-6510.500 Maint. Employee Ben.	1,930.27	2,166.67	-236.40	21,666.70	20,539.34	26,000.00	-21.00
60-1-000-000-6510.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance Salaries	5,859.07	6,625.00	-765.93	66,250.00	65,519.36	79,500.00	-17.59
<b>Maintenance Supplies</b>							
60-1-000-000-6515.010 Garbage/Trash Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.020 Heating/Cooling Supplies	48.08	91.67	-43.59	916.70	317.60	1,100.00	-71.13
60-1-000-000-6515.030 Snow Removal Supplies	129.40	41.67	87.73	416.70	129.40	500.00	-74.12
60-1-000-000-6515.050 Lndscape/Grnd Supplies	0.00	258.33	-258.33	2,583.30	285.17	3,100.00	-90.80
60-1-000-000-6515.070 Electrical Supplies	50.98	472.92	-421.94	4,729.20	3,948.25	5,675.00	-30.43
60-1-000-000-6515.080 Plumbing Supplies	370.15	400.00	-29.85	4,000.00	1,460.93	4,800.00	-69.56
60-1-000-000-6515.100 Janitorial Supplies	248.87	108.33	140.54	1,083.30	1,232.95	1,300.00	-5.16
60-1-000-000-6515.110 Routine Maint. Supplies	848.25	1,509.17	-660.92	15,091.70	2,164.35	18,110.00	-88.05
60-1-000-000-6515.114 Painting Supplies - BW	0.00	200.00	-200.00	2,000.00	557.21	2,400.00	-76.78
60-1-000-000-6515.115 Refrigerators	0.00	125.00	-125.00	1,250.00	1,497.00	1,500.00	-0.20
60-1-000-000-6515.116 Stoves	0.00	85.00	-85.00	850.00	0.00	1,020.00	-100.00
60-1-000-000-6515.120 Misc. Other Supplies	0.00	41.67	-41.67	416.70	101.87	500.00	-79.63
Total Maintenance Supplies	1,695.73	3,333.76	-1,638.03	33,337.60	11,694.73	40,005.00	-70.77
<b>Maintenance Contracts</b>							
60-1-000-000-6516.000 Interior Repr/Repl-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6516.200 Carpet Repr/Repl-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6520.010 Garbage/Trash Contract	969.35	1,008.33	-38.98	10,083.30	9,666.24	12,100.00	-20.11
60-1-000-000-6520.020 Heat/Cool Contract	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
60-1-000-000-6520.030 Snow Removal Contract	0.00	165.00	-165.00	1,650.00	0.00	1,980.00	-100.00
60-1-000-000-6520.050 Landscape&Grds Cont	0.00	416.67	-416.67	4,166.70	0.00	5,000.00	-100.00
60-1-000-000-6520.070 Electrical Contract	0.00	66.67	-66.67	666.70	0.00	800.00	-100.00
60-1-000-000-6520.080 Plumbing Contract	0.00	162.50	-162.50	1,625.00	142.50	1,950.00	-92.69
60-1-000-000-6520.090 Extermination Contract	0.00	212.50	-212.50	2,125.00	1,826.72	2,550.00	-28.36
60-1-000-000-6520.100 Janitorial Contract	225.00	108.33	116.67	1,083.30	1,054.44	1,300.00	-18.89
60-1-000-000-6520.110 Routine Maint. Contract	44.98	100.00	-55.02	1,000.00	1,256.74	1,200.00	4.73
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	558.33	-558.33	5,583.30	0.00	6,700.00	-100.00
60-1-000-000-6520.120 Misc. Other Contracts	0.00	2,866.67	-2,866.67	28,666.70	0.00	34,400.00	-100.00
Total Maintenance Contracts	1,239.33	5,706.67	-4,467.34	57,066.70	13,946.64	68,480.00	-79.63
<b>TOTAL MAINTENANCE</b>	<b>8,794.13</b>	<b>15,665.43</b>	<b>-6,871.30</b>	<b>156,654.30</b>	<b>91,160.73</b>	<b>187,985.00</b>	<b>-51.51</b>
<b>TAXES &amp; INSURANCE EXPENSE</b>							
<b>Taxes &amp; Insurance Expense</b>							
60-1-000-000-6710.000 PILOT - Real Estate Tax	1,426.55	1,477.58	-51.03	14,775.80	14,565.38	17,731.00	-17.85
60-1-000-000-6720.000 Property Insurance	895.56	841.67	53.89	8,416.70	8,358.45	10,100.00	-17.24
60-1-000-000-6720.500 Equipment Insurance	55.24	52.08	3.16	520.80	505.06	625.00	-19.19
60-1-000-000-6721.000 Liability Insurance	173.61	175.00	-1.39	1,750.00	1,723.50	2,100.00	-17.93
60-1-000-000-6721.500 PE & PO Insuranace	102.92	83.33	19.59	833.30	819.50	1,000.00	-18.05
60-1-000-000-6722.000 Work Comp Insurance	263.81	254.17	9.64	2,541.70	2,506.79	3,050.00	-17.81
60-1-000-000-6722.500 Auto Insurnace	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6790.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6795.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total Taxes & Insurance Expense	2,917.69	2,883.83	33.86	28,838.30	28,478.68	34,606.00	-17.71
<b>TOTAL TAXES &amp; INSURANCE EXPENSE</b>	<b>2,917.69</b>	<b>2,883.83</b>	<b>33.86</b>	<b>28,838.30</b>	<b>28,478.68</b>	<b>34,606.00</b>	<b>-17.71</b>

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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP Brentwood**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>MISCELLANEOUS EXPENSE</u>							
<b>Financial Expenses</b>							
60-1-000-000-6810.000 Interest Expense Payable	0.00	1,878.17	-1,878.17	18,781.70	19,000.60	22,538.00	-15.70
60-1-000-000-6860.000 Security Deposit Interest	0.00	0.00	0.00	0.00	0.00	0.00	
Total Financial Expenses	0.00	1,878.17	-1,878.17	18,781.70	19,000.60	22,538.00	-15.70
<b>Amortization Expense</b>							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Surplus Adjustments</b>							
60-1-000-000-6010.000 Prior Yr Adj - BW	0.00	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Provision for Reserve</b>							
60-1-000-000-7010.000 Provision For Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Capital Expenditures</b>							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Vandalism Expenditures</b>							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Transfers In/Out</b>							
60-1-000-000-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL MISCELLANEOUS EXPENSE</b>	<b>0.00</b>	<b>1,878.17</b>	<b>-1,878.17</b>	<b>18,781.70</b>	<b>19,000.60</b>	<b>22,538.00</b>	<b>-15.70</b>
<b>TOTAL EXPENSES BEFORE DEPRECIATION</b>	<b>25,065.02</b>	<b>33,196.74</b>	<b>-8,131.72</b>	<b>331,967.40</b>	<b>267,202.78</b>	<b>398,361.00</b>	<b>-32.92</b>
<b>NET REVENUE/EXPENSES (PROFIT)/LOSS</b>	<b>-6,443.92</b>	<b>-369.94</b>	<b>-6,073.98</b>	<b>-3,699.40</b>	<b>-61,588.71</b>	<b>-4,439.00</b>	<b>1,287.45</b>
<b>Depreciation Expense</b>							
60-1-000-000-6600.000 Depreciation Expense	8,000.00	7,500.00	500.00	75,000.00	80,000.00	90,000.00	-11.11
Total Depreciation Expense	8,000.00	7,500.00	500.00	75,000.00	80,000.00	90,000.00	-11.11
<b>TOTAL DEPRECIATION EXPENSE</b>	<b>8,000.00</b>	<b>7,500.00</b>	<b>500.00</b>	<b>75,000.00</b>	<b>80,000.00</b>	<b>90,000.00</b>	<b>-11.11</b>
<b>NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE</b>	<b>1,556.08</b>	<b>7,130.06</b>	<b>-5,573.98</b>	<b>71,300.60</b>	<b>18,411.29</b>	<b>85,561.00</b>	<b>-78.48</b>
 TOTAL BOND PAYMENT	 0.00	 0.00	 0.00	 0.00	 19,874.45	 0.00	

Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP, Prairieland**  
**January, 2021**

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
PUM - Prairieland	65.00	65.00	0.00	650.00	650.00	780.00	0.00
<b>REVENUE</b>							
<b>TENANT REVENUE</b>							
<b>Tenant Rent Revenue</b>							
60-1-000-001-5120.000 Rent - Prairieland	-22,005.00	-22,811.00	806.00	-228,110.00	-223,344.00	-273,732.00	-18.41
60-1-000-001-5125.000 PHA Rent	-2,250.00	-1,816.67	-433.33	-18,166.70	-16,850.00	-21,800.00	-22.71
60-1-000-001-5126.000 Georgia HAP - Prairie S8	-3,085.00	-3,083.33	-1.67	-30,833.30	-33,606.00	-37,000.00	-9.17
60-1-000-001-5320.000 Rent Adjustments	0.00	0.00	0.00	0.00	120.00	0.00	
Total Tenant Rent Revenue	-27,340.00	-27,711.00	371.00	-277,110.00	-273,680.00	-332,532.00	-17.70
<b>Excess Rent</b>							
60-1-000-001-5970.000 Excess Rent	-663.00	-625.00	-38.00	-6,250.00	-6,748.00	-7,500.00	-10.03
60-1-000-001-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Excess Rent	-663.00	-625.00	-38.00	-6,250.00	-6,748.00	-7,500.00	-10.03
<b>Vacancies Revenue</b>							
60-1-000-001-5220.000 Vacancies	0.00	497.33	-497.33	4,973.30	0.00	5,968.00	-100.00
Total Vacancies Revenue	0.00	497.33	-497.33	4,973.30	0.00	5,968.00	-100.00
<b>TOTAL TENANT REVENUE</b>	<b>-28,003.00</b>	<b>-27,838.67</b>	<b>-164.33</b>	<b>-278,386.70</b>	<b>-280,428.00</b>	<b>-334,064.00</b>	<b>-16.06</b>
<b>INVESTMENT REVENUE</b>							
<b>Investment Revenue</b>							
60-1-000-001-5410.000 Interest Income	0.00	0.00	0.00	0.00	-18.79	0.00	
60-1-000-001-5420.000 Interest Sec Dep	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5440.000 Rep Res Interest	0.00	-2.00	2.00	-20.00	0.00	-24.00	-100.00
60-1-000-001-5450.000 Residual Res Int Inc	0.00	-1.00	1.00	-10.00	0.00	-12.00	-100.00
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Investment Revenue	0.00	-3.00	3.00	-30.00	-18.79	-36.00	-47.81
<b>TOTAL INVESTMENT INCOME</b>	<b>0.00</b>	<b>-3.00</b>	<b>3.00</b>	<b>-30.00</b>	<b>-18.79</b>	<b>-36.00</b>	<b>-47.81</b>
<b>OTHER REVENUE</b>							
<b>Other Revenue</b>							
60-1-000-001-5127.000 Office Rent Receipt	-225.00	-225.00	0.00	-2,250.00	-2,250.00	-2,700.00	-16.67
60-1-000-001-5900.000 Other Income	-50.00	-12.50	-37.50	-125.00	100.00	-150.00	-166.67
60-1-000-001-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5910.000 Laundry Income	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5920.000 Bad Check Charges	0.00	-1.67	1.67	-16.70	-40.00	-20.00	100.00
60-1-000-001-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5922.000 Labor & Materials	0.00	-350.00	350.00	-3,500.00	-2,407.00	-4,200.00	-42.69
60-1-000-001-5923.000 Misc Charges	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5925.000 Late Charges	0.00	-200.00	200.00	-2,000.00	-229.00	-2,400.00	-90.46
60-1-000-001-5926.000 Violation Charges	0.00	-35.42	35.42	-354.20	-755.00	-425.00	77.65
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5979.000 Gifts	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5990.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5991.000 ECRM Grant Inc-PL	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5992.500 Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-275.00	-824.59	549.59	-8,245.90	-5,581.00	-9,895.00	-43.60
<b>TOTAL OTHER REVENUE</b>	<b>-275.00</b>	<b>-824.59</b>	<b>549.59</b>	<b>-8,245.90</b>	<b>-5,581.00</b>	<b>-9,895.00</b>	<b>-43.60</b>
<b>TOTAL REVENUE</b>	<b>-28,278.00</b>	<b>-28,666.26</b>	<b>388.26</b>	<b>-286,662.60</b>	<b>-286,027.79</b>	<b>-343,995.00</b>	<b>-16.85</b>

**EXPENSES**

Date:  
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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP, Prairieland**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>OPERATING EXPENSES</u>							
<b>Administrative Salaries &amp; Benefits</b>							
60-1-000-001-6310.000 Administrative Salaries	1,205.12	0.00	1,205.12	0.00	2,657.12	0.00	
60-1-000-001-6310.500 Emp Benefit - Admin	99.72	0.00	99.72	0.00	219.86	0.00	
60-1-000-001-6330.000 Manager's Salaries	2,403.74	2,583.33	-179.59	25,833.30	27,971.20	31,000.00	-9.77
60-1-000-001-6330.001 Salary - Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6330.500 Manager's Benefits	811.29	883.33	-72.04	8,833.30	8,959.80	10,600.00	-15.47
60-1-000-001-6330.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	4,519.87	3,466.66	1,053.21	34,666.60	39,807.98	41,600.00	-4.31
<b>Admin Sundry</b>							
60-1-000-001-6210.000 Admin. Advertisement	9.50	33.33	-23.83	333.30	195.00	400.00	-51.25
60-1-000-001-6250.000 Misc. Rent Expense	0.00	100.00	-100.00	1,000.00	850.00	1,200.00	-29.17
60-1-000-001-6311.000 Office Expense-Prairie	1,281.81	150.00	1,131.81	1,500.00	2,274.77	1,800.00	26.38
60-1-000-001-6311.050 Office Rental Expense	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6311.100 Phone/Internet Service	150.91	108.33	42.58	1,083.30	1,182.23	1,300.00	-9.06
60-1-000-001-6311.150 IT Support	26.25	33.33	-7.08	333.30	490.07	400.00	22.52
60-1-000-001-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6350.000 Audit	0.00	75.00	-75.00	750.00	0.00	900.00	-100.00
60-1-000-001-6350.500 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6360.000 Training - Staff	0.00	87.50	-87.50	875.00	0.00	1,050.00	-100.00
60-1-000-001-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6365.000 Travel - Staff	78.20	129.17	-50.97	1,291.70	623.55	1,550.00	-59.77
60-1-000-001-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6370.000 Bad Debt	-559.37	208.33	-767.70	2,083.30	732.74	2,500.00	-70.69
60-1-000-001-6380.000 Consulting Services	0.00	41.67	-41.67	416.70	0.00	500.00	-100.00
60-1-000-001-6380.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6399.000 Other Administrative	0.00	100.00	-100.00	1,000.00	40.00	1,200.00	-96.67
Total Admin Sundry	987.30	1,066.66	-79.36	10,666.60	6,388.36	12,800.00	-50.09
<b>Fee Expense</b>							
60-1-000-001-6320.000 Management Fees	3,328.00	4,751.00	-1,423.00	47,510.00	46,078.95	57,012.00	-19.18
60-1-000-001-6351.000 Bookkeeping Fees	480.00	585.00	-105.00	5,850.00	5,655.00	7,020.00	-19.44
60-1-000-001-6352.000 Computer Fees	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6390.000 Fee for Service Exp	2.00	0.00	2.00	0.00	22.00	0.00	
Total Fee Expense	3,810.00	5,336.00	-1,526.00	53,360.00	51,755.95	64,032.00	-19.17
<b>TOTAL OPERATING EXPENSES</b>	<b>9,317.17</b>	<b>9,869.32</b>	<b>-552.15</b>	<b>98,693.20</b>	<b>97,952.29</b>	<b>118,432.00</b>	<b>-17.29</b>
<u>UTILITIES</u>							
<b>Utilities Expense</b>							
60-1-000-001-6450.000 Utilities Electric	51.03	425.00	-373.97	4,250.00	2,218.09	5,100.00	-56.51
60-1-000-001-6451.000 Utilities Water	848.60	858.33	-9.73	8,583.30	9,379.90	10,300.00	-8.93
60-1-000-001-6452.000 Utilities Gas	191.82	125.00	66.82	1,250.00	1,302.24	1,500.00	-13.18
60-1-000-001-6453.000 Utilities Sewer	1,200.50	858.33	342.17	8,583.30	12,889.89	10,300.00	25.14
Total Utilities	2,291.95	2,266.66	25.29	22,666.60	25,790.12	27,200.00	-5.18
<b>TOTAL UTILITIES</b>	<b>2,291.95</b>	<b>2,266.66</b>	<b>25.29</b>	<b>22,666.60</b>	<b>25,790.12</b>	<b>27,200.00</b>	<b>-5.18</b>
<u>MAINTENANCE EXPENSES</u>							
<b>Maintenance Salaries</b>							
60-1-000-001-6510.000 Maintenance Salaries	3,928.80	4,416.67	-487.87	44,166.70	44,803.05	53,000.00	-15.47
60-1-000-001-6510.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6510.100 OT Maintenance	0.00	20.83	-20.83	208.30	176.97	250.00	-29.21
60-1-000-001-6510.200 Maint from Amps	0.00	20.83	-20.83	208.30	0.00	250.00	-100.00
60-1-000-001-6510.500 Maint. Employee Ben.	1,930.13	2,166.67	-236.54	21,666.70	20,537.99	26,000.00	-21.01



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**Knox County Housing Authority**  
**INCOME STATEMENT - AHP, Prairieland**  
*January, 2021*

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Financial Expenses	0.00	1,878.08	-1,878.08	18,780.80	19,000.55	22,537.00	-15.69
<b>Amortization Expense</b>							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Surplus Adjustments</b>							
60-1-000-001-6010.000 Prior Yr Adj - PL	0.00	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Provision for Reserve</b>							
60-1-000-001-7010.000 Provision For Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Capital Expenditures</b>							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Vandalism Expenditures</b>							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Transfers In/Out</b>							
60-1-000-001-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL MISCELLANEOUS EXPENSE</b>	<u>0.00</u>	<u>1,878.08</u>	<u>-1,878.08</u>	<u>18,780.80</u>	<u>19,000.55</u>	<u>22,537.00</u>	<u>-15.69</u>
<b>TOTAL EXPENSES BEFORE DEPRECIATION</b>	<u>22,263.75</u>	<u>27,767.24</u>	<u>-5,503.49</u>	<u>277,672.40</u>	<u>262,271.97</u>	<u>333,207.00</u>	<u>-21.29</u>
<b>NET REVENUE/EXPENSES (PROFIT)/LOSS</b>	<b>-6,014.25</b>	<b>-899.02</b>	<b>-5,115.23</b>	<b>-8,990.20</b>	<b>-23,755.82</b>	<b>-10,788.00</b>	<b>120.21</b>
<b>Depreciation Expense</b>							
60-1-000-001-6600.000 Depreciation Expense	6,257.00	6,258.33	-1.33	62,583.30	62,570.00	75,100.00	-16.68
Total Depreciation Expense	6,257.00	6,258.33	-1.33	62,583.30	62,570.00	75,100.00	-16.68
<b>TOTAL DEPRECIATION EXPENSE</b>	<u>6,257.00</u>	<u>6,258.33</u>	<u>-1.33</u>	<u>62,583.30</u>	<u>62,570.00</u>	<u>75,100.00</u>	<u>-16.68</u>
<b>NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE</b>	<b>242.75</b>	<b>5,359.31</b>	<b>-5,116.56</b>	<b>53,593.10</b>	<b>38,814.18</b>	<b>64,312.00</b>	<b>-39.65</b>
TOTAL BOND PAYMENT	0.00	0.00	0.00	0.00	19,874.45	0.00	

**Knox County Housing Authority  
BOARD - COCC CASH FLOW STATEMENT  
January 31, 2021**

COCC - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	51,310.62	54,166.67	-2,856.05	551,235.60	650,000.00	-15.19
<b>TOTAL OPERATING INCOME</b>	<b>51,310.62</b>	<b>54,166.67</b>	<b>-2,856.05</b>	<b>551,235.60</b>	<b>650,000.00</b>	<b>-15.19</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	41,299.86	49,770.83	-8,470.97	558,394.43	597,250.00	-6.51
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	188.05	466.67	-278.62	3,066.54	5,600.00	-45.24
Total Maintenance Expenses	290.52	483.30	-192.78	29,709.32	5,800.00	412.23
Total Protective Expenses	0.00	0.00	0.00	4,784.06	0.00	
General Expenses	1,594.34	1,554.16	40.18	15,361.28	18,650.00	-17.63
<b>TOTAL ROUTINE OPERATING EXPENSES</b>	<b>43,372.77</b>	<b>52,274.96</b>	<b>-8,902.19</b>	<b>611,315.63</b>	<b>627,300.00</b>	<b>-2.55</b>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OPERATING EXPENSES</b>	<b>43,372.77</b>	<b>52,274.96</b>	<b>-8,902.19</b>	<b>611,315.63</b>	<b>627,300.00</b>	<b>-2.55</b>
<b>NET REVENUE/-EXPENSE PROFIT/-LOSS</b>	<b>7,937.85</b>	<b>1,891.71</b>	<b>6,046.14</b>	<b>-60,080.03</b>	<b>22,700.00</b>	<b>-364.67</b>
<b>Total Depreciation Expense</b>						
Total Depreciation Expense	45.00	50.00	-5.00	450.00	600.00	-25.00
<b>NET REVENUE W/DEPRECIATION PROFIT/-LOSS</b>	<b>7,892.85</b>	<b>1,841.71</b>	<b>6,051.14</b>	<b>-60,530.03</b>	<b>22,100.00</b>	<b>-373.89</b>

**Knox County Housing Authority**  
**BOARD - AMP001 CASH FLOW STATEMENT**  
**January 31, 2021**

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	74,738.12	65,790.60	8,947.52	689,675.94	789,487.00	-12.64
<b>TOTAL OPERATING INCOME</b>	<b>74,738.12</b>	<b>65,790.60</b>	<b>8,947.52</b>	<b>689,675.94</b>	<b>789,487.00</b>	<b>-12.64</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	25,103.20	25,909.99	-806.79	271,124.93	310,920.00	-12.80
Total Tenant Service Expenses	76.94	41.67	35.27	692.46	500.00	38.49
Total Utility Expenses	5,968.64	7,916.67	-1,948.03	67,275.81	95,000.00	-29.18
Total Maintenance Expenses	22,304.38	22,443.79	-139.41	280,572.17	269,325.00	4.18
Total Protective Service Expenses	0.00	458.33	-458.33	7,442.02	5,500.00	35.31
General Expenses	9,647.77	5,938.26	3,709.51	72,182.25	71,259.00	1.30
<b>TOTAL ROUTINE OPERATING EXPENSES</b>	<b>63,100.93</b>	<b>62,708.71</b>	<b>392.22</b>	<b>699,289.64</b>	<b>752,504.00</b>	<b>-7.07</b>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-26,218.08	26,218.08	0.00	-314,617.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OPERATING EXPENSES</b>	<b>63,100.93</b>	<b>36,490.63</b>	<b>26,610.30</b>	<b>699,289.64</b>	<b>437,887.00</b>	<b>59.70</b>
<b>NET REVENUE/EXPENSE PROFIT/-LOSS</b>						
	<b>11,637.19</b>	<b>29,299.97</b>	<b>-17,662.78</b>	<b>-9,613.70</b>	<b>351,600.00</b>	<b>-102.73</b>
<b>Total Depreciation Expense</b>						
	14,500.00	29,300.00	-14,800.00	145,000.00	351,600.00	-58.76
<b>NET REVENUE W/DEPRECIATION PROFIT/-LOSS</b>	<b>-2,862.81</b>	<b>-0.03</b>	<b>-2,862.78</b>	<b>-154,613.70</b>	<b>0.00</b>	



**Knox County Housing Authority**  
**BOARD - AMP002 CASH FLOW STATEMENT**  
**January 31, 2021**

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	84,785.31	76,000.16	8,785.15	900,531.52	912,002.00	-1.26
<b>TOTAL OPERATING INCOME</b>	<b>84,785.31</b>	<b>76,000.16</b>	<b>8,785.15</b>	<b>900,531.52</b>	<b>912,002.00</b>	<b>-1.26</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	27,693.68	33,262.60	-5,568.92	310,079.68	399,151.00	-22.32
Total Tenant Service Expenses	0.00	740.00	-740.00	0.00	8,880.00	-100.00
Total Utility Expenses	918.15	1,709.17	-791.02	14,513.25	20,510.00	-29.24
Total Maintenance Expenses	57,801.67	38,569.14	19,232.53	490,253.59	462,830.00	5.93
Total Protective Service Expenses	1,415.00	458.33	956.67	13,583.97	5,500.00	146.98
General Expenses	4,911.72	7,317.58	-2,405.86	64,873.07	87,811.00	-26.12
<b>TOTAL ROUTINE OPERATING EXPENSES</b>	<b>92,740.22</b>	<b>82,056.82</b>	<b>10,683.40</b>	<b>893,303.56</b>	<b>984,682.00</b>	<b>-9.28</b>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-40,931.67	40,931.67	0.00	-491,180.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OPERATING EXPENSES</b>	<b>92,740.22</b>	<b>41,125.15</b>	<b>51,615.07</b>	<b>893,303.56</b>	<b>493,502.00</b>	<b>81.01</b>
<b>NET REVENUE/EXPENSE PROFIT/-LOSS</b>	<b>-7,954.91</b>	<b>34,875.01</b>	<b>-42,829.92</b>	<b>7,227.96</b>	<b>418,500.00</b>	<b>-98.27</b>
<b>Total Depreciation Expense</b>						
Total Depreciation Expense	29,000.00	35,500.00	-6,500.00	290,000.00	426,000.00	-31.92
<b>NET REVENUE W/DEPRECIATION PROFIT/-LOSS</b>	<b>-36,954.91</b>	<b>-624.99</b>	<b>-36,329.92</b>	<b>-282,772.04</b>	<b>-7,500.00</b>	<b>3,670.29</b>

**Knox County Housing Authority**  
**BOARD - AMP003 CASH FLOW STATEMENT**  
**January 31, 2021**

<b>BLUEBELL - OPERATING STATEMENT</b>	<b>Current Period</b>	<b>Period Budget</b>	<b>Variance</b>	<b>Current Year</b>	<b>Year Budget</b>	<b>Variance Percent</b>
<b>OPERATING INCOME</b>						
Total Operating Income	20,041.16	20,418.92	-377.76	198,005.89	245,027.00	-19.19
<b>TOTAL OPERATING INCOME</b>	<b>20,041.16</b>	<b>20,418.92</b>	<b>-377.76</b>	<b>198,005.89</b>	<b>245,027.00</b>	<b>-19.19</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	7,099.30	8,116.41	-1,017.11	68,643.62	97,397.00	-29.52
Total Tenant Service Expenses	0.00	41.66	-41.66	19.39	500.00	-96.12
Total Utility Expenses	50.35	2,312.50	-2,262.15	14,672.44	27,750.00	-47.13
Total Maintenance Expenses	11,817.06	7,275.01	4,542.05	85,065.87	87,300.00	-2.56
Total Protective Service Expenses	1,459.21	541.66	917.55	4,491.23	6,500.00	-30.90
General Expenses	5,511.93	3,067.33	2,444.60	29,816.93	36,808.00	-18.99
<b>TOTAL ROUTINE OPERATING EXPENSES</b>	<b>25,937.85</b>	<b>21,354.57</b>	<b>4,583.28</b>	<b>202,709.48</b>	<b>256,255.00</b>	<b>-20.90</b>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OPERATING EXPENSES</b>	<b>25,937.85</b>	<b>21,354.57</b>	<b>4,583.28</b>	<b>202,709.48</b>	<b>256,255.00</b>	<b>-20.90</b>
<b>NET REVENUE/EXPENSE PROFIT/-LOSS</b>						
	<b>-5,896.69</b>	<b>-935.65</b>	<b>-4,961.04</b>	<b>-4,703.59</b>	<b>-11,228.00</b>	<b>-58.11</b>
<b>Total Depreciation Expense</b>						
Total Depreciation Expense	11,000.00	14,083.33	-3,083.33	110,000.00	169,000.00	-34.91
<b>NET REVENUE W/DEPRECIATION PROFIT/-LOSS</b>	<b>-16,896.69</b>	<b>-15,018.98</b>	<b>-1,877.71</b>	<b>-114,703.59</b>	<b>-180,228.00</b>	<b>-36.36</b>

**Knox County Housing Authority  
BOARD - HCV CASH FLOW STATEMENT  
January 31, 2021**

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>HCV - OPERATING STATEMENT</b>						
<b>ADMIN OPERATING INCOME</b>						
Total Admin Operating Income	9,197.14	9,430.25	-233.11	147,390.46	113,163.00	30.25
<b>TOTAL ADMIN OPERATING INCOME</b>	<b>9,197.14</b>	<b>9,430.25</b>	<b>-233.11</b>	<b>147,390.46</b>	<b>113,163.00</b>	<b>30.25</b>
<b>OPERATING EXPENSES</b>						
Total Admin Expenses	7,562.93	8,345.84	-782.91	84,868.25	100,150.00	-15.26
Total Fees Expenses	3,978.00	3,953.00	25.00	36,504.00	47,436.00	-23.05
Total General Expenses	607.93	825.00	-217.07	34,189.05	9,900.00	245.34
<b>TOTAL OPERATING EXPENSES</b>	<b>12,148.86</b>	<b>13,123.84</b>	<b>-974.98</b>	<b>155,561.30</b>	<b>157,486.00</b>	<b>-1.22</b>
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL EXPENSES</b>	<b>12,148.86</b>	<b>13,123.84</b>	<b>-974.98</b>	<b>155,561.30</b>	<b>157,486.00</b>	<b>-1.22</b>
<b>NET REVENUE PROFIT/-LOSS</b>	<b>-2,951.72</b>	<b>-3,693.59</b>	<b>741.87</b>	<b>-8,170.84</b>	<b>-44,323.00</b>	<b>-81.57</b>
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	
<b>NET REVENUE w/Deprecitation PROFIT/-LOSS</b>	<b>-2,951.72</b>	<b>-3,693.59</b>	<b>741.87</b>	<b>-8,170.84</b>	<b>-44,323.00</b>	<b>-81.57</b>

**HAP - OPERATING STATEMENT**

<b>HAP INCOME</b>						
Total Income	71,923.00	77,468.75	-5,545.75	732,132.00	929,625.00	-21.24
<b>TOTAL HAP INCOME</b>	<b>71,923.00</b>	<b>77,468.75</b>	<b>-5,545.75</b>	<b>732,132.00</b>	<b>929,625.00</b>	<b>-21.24</b>
<b>HAP EXPENSES</b>						
Total HAP Expenses	81,046.45	78,635.66	2,410.79	763,578.45	943,628.00	-19.08
Total General HAP Expenses	-7.00	41.67	-48.67	283.51	500.00	-43.30
<b>TOTAL HAP EXPENSES</b>	<b>81,039.45</b>	<b>78,677.33</b>	<b>2,362.12</b>	<b>763,861.96</b>	<b>944,128.00</b>	<b>-19.09</b>
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
<b>REMAINING HAP from RESERVE +/-LOSS</b>	<b>-9,116.45</b>	<b>-1,208.58</b>	<b>-7,907.87</b>	<b>-31,729.96</b>	<b>-14,503.00</b>	<b>118.78</b>

**Knox County Housing Authority**  
**BOARD - BRENTWOOD CASH FLOW STATEMENT**  
**January 31, 2021**

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	31,508.94	33,566.68	-2,057.74	328,791.49	402,800.00	-18.37
<b>TOTAL OPERATING INCOME</b>	<b>31,508.94</b>	<b>33,566.68</b>	<b>-2,057.74</b>	<b>328,791.49</b>	<b>402,800.00</b>	<b>-18.37</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	6,828.61	4,616.65	2,211.96	47,179.46	55,400.00	-14.84
Total Fee Expenses	4,105.50	5,911.00	-1,805.50	56,860.83	70,932.00	-19.84
Total Utilities Expenses	2,419.09	2,241.66	177.43	24,522.48	26,900.00	-8.84
Total Maintenance Expenses	8,794.13	15,665.43	-6,871.30	91,160.73	187,985.00	-51.51
Total Taxes & Insurance Expense	2,917.69	2,883.83	33.86	28,478.68	34,606.00	-17.71
Total Financial Expenses	0.00	1,878.17	-1,878.17	19,000.60	22,538.00	-15.70
<b>TOTAL ROUTINE OPERATING EXPENSE</b>	<b>25,065.02</b>	<b>33,196.74</b>	<b>-8,131.72</b>	<b>267,202.78</b>	<b>398,361.00</b>	<b>-32.92</b>
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL ALL EXPENSES BEFORE DEPRECIATION</b>	<b>25,065.02</b>	<b>33,196.74</b>	<b>-8,131.72</b>	<b>267,202.78</b>	<b>398,361.00</b>	<b>-32.92</b>
<b>NET REVENUE PROFIT/-LOSS</b>						
	<b>6,443.92</b>	<b>369.94</b>	<b>6,073.98</b>	<b>61,588.71</b>	<b>4,439.00</b>	<b>1,287.45</b>
<b>Total Depreciation Expense</b>						
	8,000.00	7,500.00	500.00	80,000.00	90,000.00	-11.11
<b>NET REVENUE w/Depreciation PROFIT/-LOSS</b>	<b>-1,556.08</b>	<b>-7,130.06</b>	<b>5,573.98</b>	<b>-18,411.29</b>	<b>-85,561.00</b>	<b>-78.48</b>

**Knox County Housing Authority**  
**BOARD - PRAIRIELAND CASH FLOW STATEMENT**  
**January 31, 2021**

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	28,278.00	28,666.26	-388.26	286,027.79	343,995.00	-16.85
<b>TOTAL OPERATING INCOME</b>	<b>28,278.00</b>	<b>28,666.26</b>	<b>-388.26</b>	<b>286,027.79</b>	<b>343,995.00</b>	<b>-16.85</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	5,509.17	4,533.32	975.85	46,218.34	54,400.00	-15.04
Total Fee Expenses	3,808.00	5,336.00	-1,528.00	51,733.95	64,032.00	-19.21
Total Utilities Expenses	2,291.95	2,266.66	25.29	25,790.12	27,200.00	-5.18
Total Maintenance Expenses	7,653.21	11,089.18	-3,435.97	93,340.58	133,070.00	-29.86
Total Taxes & Insurance Expense	3,001.42	2,664.00	337.42	26,188.43	31,968.00	-18.08
Total Financial Expenses	0.00	1,878.08	-1,878.08	19,000.55	22,537.00	-15.69
<b>TOTAL ROUTINE OPERATING EXPENSE</b>	<b>22,263.75</b>	<b>27,767.24</b>	<b>-5,503.49</b>	<b>262,271.97</b>	<b>333,207.00</b>	<b>-21.29</b>
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL ALL EXPENSES BEFORE DEPRECIATION</b>	<b>22,263.75</b>	<b>27,767.24</b>	<b>-5,503.49</b>	<b>262,271.97</b>	<b>333,207.00</b>	<b>-21.29</b>
<b>NET REVENUE PROFIT/-LOSS</b>						
	<b>6,014.25</b>	<b>899.02</b>	<b>5,115.23</b>	<b>23,755.82</b>	<b>10,788.00</b>	<b>120.21</b>
<b>Total Depreciation Expense</b>						
	6,257.00	6,258.33	-1.33	62,570.00	75,100.00	-16.68
<b>NET REVENUE w/Depreciation PROFIT/-LOSS</b>	<b>-242.75</b>	<b>-5,359.31</b>	<b>5,116.56</b>	<b>-38,814.18</b>	<b>-64,312.00</b>	<b>-39.65</b>

**Knox County Housing Authority**  
**BOARD - LOW RENT CASH FLOW STATEMENT**  
**January 31, 2021**

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	230,875.21	216,376.35	14,498.86	2,319,615.95	2,596,516.00	-10.66
<b>TOTAL OPERATING INCOME</b>	<b>230,875.21</b>	<b>216,376.35</b>	<b>14,498.86</b>	<b>2,319,615.95</b>	<b>2,596,516.00</b>	<b>-10.66</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	101,196.04	117,059.83	-15,863.79	1,208,242.66	1,404,718.00	-13.99
Total Tenant Service Expenses	76.94	823.33	-746.39	711.85	9,880.00	-92.80
Total Utility Expenses	7,125.19	12,405.01	-5,279.82	99,528.04	148,860.00	-33.14
Total Maintenance Expenses	92,213.63	68,771.24	23,442.39	885,600.95	825,255.00	7.31
Total Protective Service Expenses	2,874.21	1,458.32	1,415.89	30,301.28	17,500.00	73.15
General Expenses	21,665.76	17,877.33	3,788.43	182,233.53	214,528.00	-15.05
<b>TOTAL ROUTINE OPERATING EXPENSES</b>	<b>225,151.77</b>	<b>218,395.06</b>	<b>6,756.71</b>	<b>2,406,618.31</b>	<b>2,620,741.00</b>	<b>-8.17</b>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-67,149.75	67,149.75	0.00	-805,797.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL OPERATING EXPENSES</b>	<b>225,151.77</b>	<b>151,245.31</b>	<b>73,906.46</b>	<b>2,406,618.31</b>	<b>1,814,944.00</b>	<b>32.60</b>
<b>NET REVENUE/EXPENSE PROFIT/-LOSS</b>						
	<b>5,723.44</b>	<b>65,131.04</b>	<b>-59,407.60</b>	<b>-87,002.36</b>	<b>781,572.00</b>	<b>-111.13</b>
<b>Total Depreciation Expense</b>						
	54,545.00	78,933.33	-24,388.33	545,450.00	947,200.00	-42.41
<b>NET REVENUE W/DEPRECIATION PROFIT/-LOSS</b>	<b>-48,821.56</b>	<b>-13,802.29</b>	<b>-35,019.27</b>	<b>-632,452.36</b>	<b>-165,628.00</b>	<b>281.85</b>

**Knox County Housing Authority  
BOARD - AHP CASH FLOW STATEMENT  
January 31, 2021**

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
<b>OPERATING INCOME</b>						
Total Operating Income	59,786.94	62,232.94	-2,446.00	614,819.28	746,795.00	-17.67
<b>TOTAL OPERATING INCOME</b>	<b>59,786.94</b>	<b>62,232.94</b>	<b>-2,446.00</b>	<b>614,819.28</b>	<b>746,795.00</b>	<b>-17.67</b>
<b>OPERATING EXPENSE</b>						
Total Administration Expenses	12,337.78	9,149.97	3,187.81	93,397.80	109,800.00	-14.94
Total Fee Expenses	7,913.50	11,247.00	-3,333.50	108,594.78	134,964.00	-19.54
Total Utilities Expenses	4,711.04	4,508.32	202.72	50,312.60	54,100.00	-7.00
Total Maintenance Expenses	16,447.34	26,754.61	-10,307.27	184,501.31	321,055.00	-42.53
Total Taxes & Insurance Expense	5,919.11	5,547.83	371.28	54,667.11	66,574.00	-17.89
Total Financial Expenses	0.00	3,756.25	-3,756.25	38,001.15	45,075.00	-15.69
<b>TOTAL ROUTINE OPERATING EXPENSE</b>	<b>47,328.77</b>	<b>60,963.98</b>	<b>-13,635.21</b>	<b>529,474.75</b>	<b>731,568.00</b>	<b>-27.62</b>
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL ALL EXPENSES BEFORE DEPRECIATION</b>	<b>47,328.77</b>	<b>60,963.98</b>	<b>-13,635.21</b>	<b>529,474.75</b>	<b>731,568.00</b>	<b>-27.62</b>
<b>NET REVENUE PROFIT/-LOSS</b>						
	<b>12,458.17</b>	<b>1,268.96</b>	<b>11,189.21</b>	<b>85,344.53</b>	<b>15,227.00</b>	<b>460.48</b>
<b>Total Depreciation Expense</b>						
	14,257.00	13,758.33	498.67	142,570.00	165,100.00	-13.65
<b>NET REVENUE w/Depreciation PROFIT/-LOSS</b>	<b>-1,798.83</b>	<b>-12,489.37</b>	<b>10,690.54</b>	<b>-57,225.47</b>	<b>-149,873.00</b>	<b>-61.82</b>

**Knox County Housing Authority**  
**CLAIMS REPORT - LOW RENT**  
*January, 2021*

	Current Period	Last Year Same	Variance	Current Year
<b>AMP001 - MOON TOWERS</b>				
Salaries	23,346.77	33,194.40	-9,847.63	257,488.39
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	16,460.68	15,873.25	587.43	167,550.59
Administrative Expenses	520.21	1,288.24	-768.03	13,170.97
Tenant Services	76.94	556.08	-479.14	692.46
Utilities	5,968.64	13,092.44	-7,123.80	67,275.81
Maintenance Supplies/Contracts	7,079.92	6,470.90	609.02	120,983.97
Mileage	0.00	0.00	0.00	0.00
General Expenses	9,647.77	5,555.05	4,092.72	72,182.25
Non-Routine Expense	0.00	0.00	0.00	0.00
<b>TOTAL MOON TOWERS CLAIMS</b>	<b>63,100.93</b>	<b>76,030.36</b>	<b>-12,929.43</b>	<b>699,344.44</b>
<b>AMP002 - FAMILY</b>				
Salaries	33,970.44	58,173.64	-24,203.20	406,569.79
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	17,982.56	17,191.51	791.05	190,228.83
Administrative Expenses	1,332.13	2,340.50	-1,008.37	15,488.19
Tenant Services	0.00	88.95	-88.95	0.00
Utilities	918.15	4,374.92	-3,456.77	14,513.25
Maintenance Supplies/Contracts	33,426.51	12,408.39	21,018.12	199,546.83
Mileage	0.00	0.00	0.00	0.00
General Expenses	4,911.72	8,832.43	-3,920.71	64,873.07
Non-Routine Expenses	0.00	0.00	0.00	0.00
<b>TOTAL FAMILY CLAIMS</b>	<b>92,541.51</b>	<b>103,410.34</b>	<b>-10,868.83</b>	<b>891,219.96</b>
<b>AMP003 - BLUEBELL</b>				
Salaries	6,350.60	8,067.98	-1,717.38	56,890.92
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,598.07	4,620.09	-22.02	47,453.16
Administrative Expenses	507.13	859.41	-352.28	6,248.75
Tenant Services	0.00	46.47	-46.47	19.39
Utilities	50.35	2,933.58	-2,883.23	14,672.44
Maintenance Supplies/Contracts	8,919.77	10,443.25	-1,523.48	47,607.89
Mileage	0.00	0.00	0.00	0.00
General Expenses	5,511.93	2,647.80	2,864.13	29,816.93
Non-Routine Expenses	0.00	0.00	0.00	0.00
<b>TOTAL BLUEBELL CLAIMS</b>	<b>25,937.85</b>	<b>29,618.58</b>	<b>-3,680.73</b>	<b>202,709.48</b>
<b>COCC</b>				
Salaries	40,225.52	56,906.06	-16,680.54	483,478.20
Employee W/H Payments	-174.63	11.06	-185.69	-3,110.88
Management Fees	0.00	0.00	0.00	0.00
Administrative Expenses	1,319.86	12,852.37	-11,532.51	75,371.39
Tenant Services	0.00	128.90	-128.90	0.00
Utilities	188.05	605.30	-417.25	3,066.54
Maintenance Supplies/Contracts	45.00	94.60	-49.60	34,038.22
Mileage	0.00	0.00	0.00	0.00
General Expenses	1,594.34	1,529.51	64.83	15,361.28
Non-Routine Expenses	0.00	0.00	0.00	0.00
<b>TOTAL COCC CLAIMS</b>	<b>43,198.14</b>	<b>72,127.80</b>	<b>-28,929.66</b>	<b>608,204.75</b>
<b>COMBINED - AMP1, AMP2, AMP3, &amp; COCC</b>				
Salaries	103,893.33	156,342.08	-52,448.75	1,204,427.30
Employee W/H Payments	-174.63	11.06	-185.69	-3,110.88
Management Fees	39,041.31	37,684.85	1,356.46	405,232.58
Administrative Expenses	3,878.04	17,591.72	-13,713.68	112,362.90
Tenant Services	76.94	820.40	-743.46	711.85
Utilities	7,125.19	21,006.24	-13,881.05	99,528.04
Maintenance Supplies	49,471.20	29,417.14	20,054.06	402,176.91
Mileage	0.00	0.00	0.00	0.00
General Expenses	21,665.76	18,564.79	3,100.97	182,233.53
Non-Routine Expenses	0.00	0.00	0.00	0.00
<b>TOTAL LOW RENT CLAIMS</b>	<b>224,977.14</b>	<b>281,438.28</b>	<b>-56,461.14</b>	<b>2,403,562.23</b>



**Knox County Housing Authority**  
**CLAIMS REPORT - AHP / HCV**  
*January, 2021*

	Current Period	Last Year Same Period	Variance
<b>BRENTWOOD</b>			
Salaries	10,735.57	12,699.00	-1,963.43
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,105.50	5,828.39	-1,722.89
Administrative Expenses	1,943.11	859.71	1,083.40
Utilities	2,419.09	3,424.32	-1,005.23
Maintenance Supplies/Contracts	2,935.06	46,266.45	-43,331.39
Tax & Insurance Expenses	2,917.69	2,823.32	94.37
Finacial Expenses	0.00	2,006.92	-2,006.92
<b>TOTAL BRENTWOOD CLAIMS</b>	<b><u>25,056.02</u></b>	<b><u>73,908.11</u></b>	<b><u>-48,852.09</u></b>
<b>PRAIRIELAND</b>			
Salaries	10,378.80	12,698.71	-2,319.91
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,808.00	5,335.85	-1,527.85
Administrative Expenses	987.30	718.84	268.46
Utilities	2,291.95	1,706.36	585.59
Maintenance Supplies/Contracts	1,794.28	3,951.71	-2,157.43
Taxes & Insurance Expenses	3,001.42	2,656.94	344.48
Financial Expenses	0.00	2,006.92	-2,006.92
<b>TOTAL PRAIRIELAND CLAIMS</b>	<b><u>22,261.75</u></b>	<b><u>29,075.33</u></b>	<b><u>-6,813.58</u></b>
<b>AHP - BRENTWOOD &amp; PRAIRIELAND</b>			
Salaries	21,114.37	25,397.71	-4,283.34
Employee W/H Payments	0.00	0.00	0.00
Management Fees	7,913.50	11,164.24	-3,250.74
Administrative Expenses	2,930.41	1,578.55	1,351.86
Utilities	4,711.04	5,130.68	-419.64
Maintenance Supplies	4,729.34	50,218.16	-45,488.82
Taxes & Insurance Expenses	5,919.11	5,480.26	438.85
Financial Expenses	0.00	4,013.84	-4,013.84
<b>TOTAL AHP CLAIMS</b>	<b><u>47,317.77</u></b>	<b><u>102,983.44</u></b>	<b><u>-55,665.67</u></b>
<b>HOUSING CHOICE VOUCHER - HCV</b>			
Salaries	7,125.61	9,850.19	-2,724.58
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,978.00	3,471.00	507.00
Administrative Expenses	437.32	1,080.44	-643.12
General Expense-Admin	607.93	720.03	-112.10
<b>Total HCV Expenses</b>	<b><u>12,148.86</u></b>	<b><u>15,121.66</u></b>	<b><u>-2,972.80</u></b>
HAP Expenses	81,046.45	74,748.00	6,298.45
General Expenses	-7.00	-56.75	49.75
<b>Total HAP Expenses</b>	<b><u>81,039.45</u></b>	<b><u>74,691.25</u></b>	<b><u>6,348.20</u></b>
<b>TOTAL HCV CLAIMS</b>	<b><u>93,188.31</u></b>	<b><u>89,812.91</u></b>	<b><u>3,375.40</u></b>

**Knox County Housing Authority**  
**CLAIMS REPORT - GRANT PROGRAMS**  
*January, 2021*

	Current Period	Last Year Same	Current Year	Cumulative
<b>CFG 2021 -</b>				
Admin / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
<b>TOTAL CFG 2021 CLAIMS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>CFG 2020 - \$1,168,267</b>				
Admin. / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
<b>TOTAL CFG 2020 CLAIMS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>CFG 2019 - \$1,083,874</b>				
Admin. / Operations	0.00	300,000.00	0.00	300,000.00
General CFP Activity	28,350.00	0.00	45,050.00	53,785.00
<b>TOTAL CFG 2019 CLAIMS</b>	<b>28,350.00</b>	<b>300,000.00</b>	<b>45,050.00</b>	<b>353,785.00</b>
<b>TOTAL CFG GRANT(S) CLAIMS</b>	<b>28,350.00</b>	<b>300,000.00</b>	<b>45,050.00</b>	<b>353,785.00</b>

**Knox County Housing Authority**  
**CLAIMS REPORT TOTALS**  
*January, 2021*

	<b>Current Period</b>	<b>Last Year Same</b>	<b>Variance</b>	<b>Current Year</b>
<b>TOTALS</b>				
<hr/>				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	63,100.93	76,030.36	-12,929.43	699,289.64
AMP002 - FAMILY	92,740.22	103,661.54	-10,921.32	893,303.56
AMP003 - BLUEBELL	25,937.85	29,618.58	-3,680.73	202,709.48
COCC	43,198.15	72,158.48	-28,960.33	608,204.85
<b>TOTAL LOW RENT</b>	<b>224,977.15</b>	<b>281,468.96</b>	<b>-56,491.81</b>	<b>2,403,507.53</b>
<u>A.H.P.</u>				
BRENTWOOD	25,065.02	73,908.11	-48,843.09	267,202.78
PRAIRIELAND	22,263.75	29,075.33	-6,811.58	262,271.97
<b>TOTAL A.H.P.</b>	<b>47,328.77</b>	<b>102,983.44</b>	<b>-55,654.67</b>	<b>529,474.75</b>
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	12,148.86	15,121.66	-2,972.80	128,490.30
<b>TOTAL HCV</b>	<b>12,148.86</b>	<b>15,121.66</b>	<b>-2,972.80</b>	<b>128,490.30</b>
<u>GRANTS</u>				
CAPITAL FUND GRANT 2021	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2020	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2019	28,350.00	300,000.00	-271,650.00	45,050.00
<b>TOTAL GRANTS</b>	<b>28,350.00</b>	<b>300,000.00</b>	<b>-271,650.00</b>	<b>45,050.00</b>
<hr/>				
<b>TOTAL CLAIMS FOR MONTH</b>	<b>312,804.78</b>	<b>699,574.06</b>	<b>-386,769.28</b>	<b>3,106,522.58</b>

**COCC**

	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$51,310.62	\$551,235.60
Operating Expenses	\$43,372.77	\$611,315.63
<b>Net Revenue Income/(Loss)</b>	<b>\$7,937.85</b>	<b>(\$60,080.03)</b>

Discussion:

Revenue increased/(Decreased) by the following for the month: **\$7,937.85**

\$50,921.81 of COCC's income comes from these monthly fee revenues: management fees, bookkeeping fees, and asset management fees.

*Operated in the black for the month, remains in the red YTD.*

COCC's Cash, Investments, A/R, & A/P **\$1,281,293.17**

**MOON TOWERS**

	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$74,738.12	\$749,488.47
Operating Expenses	\$63,100.93	\$699,289.64
<b>Net Revenue Income/(Loss)</b>	<b>\$11,637.19</b>	<b>\$50,198.83</b>

Discussion:

Revenue increased/(Decreased) by the following for the month: **\$11,637.19**

Moon Towers received \$35,512 from HUD for operations provided by HUD. The remaining income is from tenant revenue, interest, and income from other Amps.

Purchased two electrostatic sprayers for maintenance to use to sanitize Moon Towers and offices at COCC.

*Operated in the black for the month, remains in the black YTD.*

Moon Towers' Cash, Investments, A/R, & A/P **\$511,770.47**

Minimum Reserve Position **\$310,795.40**

Over/(Under) minimum reserve position **\$200,975.07**

**FAMILY SITES**

	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$84,785.31	\$1,015,469.55
Operating Expenses	\$92,740.22	\$893,303.56
<b>Net Revenue Income/(Loss)</b>	<b>(\$7,954.91)</b>	<b>\$122,165.99</b>

Discussion:

Revenue increased/(Decreased) by the following for the month: **(\$7,954.91)**

Family received \$68,689 from HUD for operations provided by HUD. The remaining income is from tenant revenue, interest, and income from other Amps.

Purchased three electrostatic sprayers for maintenance to use to sanitize family sites and new flooring at 964 W. South.

*Operated in the red for the month, remains in the black YTD.*

Family's Cash, Investments, A/R, & A/P **\$469,781.47**

Minimum Reserve Position **\$397,023.80**

Over/(Under) minimum reserve position **\$72,757.67**

**BLUEBELL**

	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$20,041.16	\$205,860.41
Operating Expenses	\$25,937.85	\$202,709.48
<b>Net Revenue Income/(Loss)</b>	<b>(\$5,896.69)</b>	<b>\$3,150.93</b>

Discussion:

Revenue increased/(Decreased) by the following for the month: **(\$5,896.69)**

Bluebell received \$6,058 from HUD for operations provided by HUD. The remaining income is from tenant revenue, interest, and income from other Amps.

Purchase one electrostatic sprayer for maintenance to use to sanitize Bluebell Tower.

*Operated in the red for the month, remains in the black YTD.*

Bluebell's Cash, Investments, A/R, & A/P **\$164,786.51**

Minimum Reserve Position **\$90,093.10**

Over/(Under) minimum reserve position **\$74,693.41**

**BRENTWOOD**

	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$31,508.94	\$328,791.49
Operating Expenses	\$25,065.02	\$267,202.78
<b>Net Revenue Income/(Loss)</b>	<b>\$6,443.92</b>	<b>\$61,588.71</b>

Discussion:

Revenue increased/(Decreased) by the following for the month: **\$6,443.92**

Brentwood's tenant revenue totaled \$30,950 for the month, and the rest of the revenue coming from interest income and other income.

Purchase one (paid for half) electrostatic sprayer for maintenance to use to sanitize both Brentwood and Prairieland.

*Operated in the black for the month, remains in the black YTD.*

**Brentwood's Cash, Investments, A/R, & A/P** **\$135,465.23**

**PRAIRIELAND**

	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$28,278.00	\$286,027.79
Operating Expenses	\$22,263.75	\$262,271.97
<b>Net Revenue Income/(Loss)</b>	<b>\$6,014.25</b>	<b>\$23,755.82</b>

Discussion:

Revenue increased/(Decreased) by the following for the month: **\$6,014.25**

Prairieland's tenant revenue totaled \$28,003 for the month, and the rest of the revenue coming from interest income and other income.

Purchase one (paid for half) electrostatic sprayer for maintenance to use to sanitize both Brentwood and Prairieland.

*Operated in the black for the month, remains in the black YTD.*

**Prairieland's Cash, Investments, A/R, & A/P** **\$95,012.96**

*Restricted - Security Deposits* **(\$192.00)**

*Restricted - Replacement Reserve* **(\$166,539.09)**

*Restricted - Residual Receipts* **(\$54,526.10)**

**PL's Total Cash** **(\$126,244.23)**

*These are held out to cover Prairieland Security Deposits.*

*These funds are held in the Replacement Reserve Savings Account.*

*These funds are held in the Residual Receipts Savings Account.*

**HOUSING CHOICE VOUCHERS**

<u>ADMINISTRATIVE</u>	<u>January-21</u>	<u>Current YTD</u>
Operating Income	\$9,197.14	\$147,390.46
Operating Expenses	\$12,148.86	\$155,561.30
<b>Net Revenue Income/(Loss)</b>	<b>(\$2,951.72)</b>	<b>(\$8,170.84)</b>

Discussion:

The Voucher Program (HCV) received \$9,192 from HUD for administrative expenses which ended up showing a Decrease of \$2,951.72

*Deficit covered by the UNP.*

**Unrestricted Net Position (UNP)** **\$73,103.71** *12/31/2020 Balance*

*Investment in Fixed Assets* **\$0.00**

*Monthly VMS Net Revenue Income/(Loss)* **(\$2,951.72)**

**\$0.00** *Transfer to NRP or Adjustment*

**UNP Ending Balance Per VMS** **\$70,151.99** **For Admin Expenses and HAP (if needed)**

<u>HAP</u>	<u>Jan-21</u>	<u>Current YTD</u>
Operating Income	\$71,923.00	\$732,132.00
Operating Expenses	\$81,039.45	\$763,861.96
<b>Net Revenue Income/(Loss)</b>	<b>(\$9,116.45)</b>	<b>(\$31,729.96)</b>

Discussion:

The Voucher Program (HCV) received \$71,923 from HUD for HAP expenses which the program overspent by \$9,116.45 for the month.

*Deficit covered by the NRP and if needed HUD Held Reserves.*

**Net Restricted Position (NRP)** **\$21,259.00** *12/31/2020 Balance*

**\$0.00** *Transfer from UNP or Adjustment*

*Monthly VMS Net Revenue - Income/(Loss)* **(\$8,891.45)**

**NRP Ending Balance for HAP Per VMS** **\$12,367.55** **For HAP Expenses (Only)**

**Tenant Online Payments**

<u>Property Sites</u>	<u>Month</u>	<u>FYE 2021</u>
AMPS - Moon, Family, Bluebell	\$ 4,465.75	\$ 28,500.74
AHP - Brentwood & Prairieland	\$ 9,758.50	\$ 60,408.00
Housing Choice Voucher	\$ -	\$ 1,066.00
<b>Total PHA</b>	<b>\$ 14,224.25</b>	<b>\$ 89,974.74</b>

**IDROP Bad Debt Collection**

<u>Property Sites</u>	<u>Month</u>	<u>FYE 2021</u>
AMPS - Moon, Family, Bluebell	\$ 1,600.29	\$ 18,100.14
AHP - Brentwood & Prairieland	\$ -	\$ 7,603.20
Housing Choice Voucher	\$ -	\$ 1,922.00
<b>Total PHA</b>	<b>\$ 1,600.29</b>	<b>\$ 27,625.34</b>

## **RESOLUTION 2021-02**

02/23/2021

Board of Commissioners

Derek Antoine, Executive Director

**RE: Approval of the Knox County Housing Authority Annual Operating Budget FYE 03/31/2022**

### **Article I. Background**

The Department of Housing and Urban Development (HUD) requires public housing authorities (PHA) to submit an annual budget prior to the start of the agency's fiscal year. The Knox County Housing Authority's Annual Comprehensive Budget continues to reflect the mission and goals of the agency through responsible stewardship of federal funding. The budget is the recommended financial plan for an agency's fiscal year.

For FYE 03/31/22, The Knox County Housing Authority realistically anticipates revenue in the amount of \$4,815,491.00 and expenditures totaling \$4,814,491.00, resulting in a decrease in agency reserves of approximately \$1,000.00. These figures were calculated using a historical three-year average, forecasting current spending levels over a twelve-month period, and factoring for year-over-year increases.

Subsidy eligibility is based on an 95.23% proration of eligibility for the public housing operating fund, which is believed to be an appropriate estimate as its stated in HUD's Explanation of CY 2021 Obligations for January and February subsidy letter dated 12/16/2020. Additionally, housing choice voucher program funding is expected to be prorated at 99.5% of eligibility for housing assistance payments, and 81.0% for administrative fees.

Further highlights and assumptions of the budget submission include:

- KCHA's FYE 2021 Annual Comprehensive Budget has been compiled and presented in accordance with the requirements of HUD's asset management budgeting model.
- Dwelling rental income is calculated based on historical occupancy rates at each site.
- Personnel pay increases for the upcoming fiscal year will have a ceiling of 2.0%, and employee benefits will continue to account for approximately 31% of the total compensation package.
- Moon Towers, and Family are projected to operate under a surplus budget, and Bluebell Tower is operating at a deficit budget, with shortfall supplemented by reserves or COCC transfers.
- Brentwood Manor budget includes rehab/modernization projects for the property.
- Prairieland Townhouse Apartments will consider several rehab/modernization projects as well.
- Housing Choice Voucher program operating shortfall will be supplemented from HCV HUD Held Reserves and unrestricted net assets.

### **Article II. Recommendation**

It is the recommendation of the Executive Director the Board of Commissioners resolve to approve the agency operating budget for fiscal year-ending 03/31/2022.



## RESOLUTION 2021-02

02/23/2021

Board of Commissioners

Derek Antoine, Executive Director

### Approval of the Knox County Housing Authority Annual Operating Budget FYE 03/31/2022

**NOW, THEREFORE, BE IT RESOLVED BY THE KNOX COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS (BOARD) THAT:**

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The proposed Knox County Housing Authority Operational Budget for FYE 03/31/2022 is hereby approved and adopted.
3. The Operational Budget for FYE 03/31/2022 is in compliance with the requirements set forth in HUD guidance, the Code of Federal Regulations, and generally accepted accounting principles set forth by the Governmental Accounting Standards Board.
4. This Resolution shall be carried out in accordance with federal regulations and be effective as of 04/01/2021.

**RESOLVED: February 23, 2021**

\_\_\_\_\_  
Lomac Payton, Chairperson

\_\_\_\_\_  
Jared Hawkinson, Vice-Chairperson

\_\_\_\_\_  
Wayne Allen, Commissioner

\_\_\_\_\_  
Paul Stewart, Commissioner

\_\_\_\_\_  
Vacant, Resident Commissioner

\_\_\_\_\_  
Sara Robison, Commissioner

\_\_\_\_\_  
Joseph Riley, Commissioner

\_\_\_\_\_  
Derek Antoine, Secretary/Executive Director (Attest)



## BOARD MEMO

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**TO:** Board of Commissioners  
Knox County Housing Authority

**DATE:** 02/16/2021

**FROM:** Derek Antoine   
Executive Director

**BOARD MEETING:** 02/23/2021

**SUBJECT:** Review/Approve Contractor for 504 Modifications – Phase 3

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### Executive Summary

Section 504 of the Rehabilitation Act of 1973 states: No otherwise qualified individual with a disability in the United States. . .shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, service or activity receiving federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service. (29 U.S.C. 794). This means that Section 504 prohibits discrimination on the basis of disability in any program or activity that receives financial assistance from any federal agency, including the U.S. Department of Housing and Urban Development (HUD) as well as in programs conducted by federal agencies including HUD.

In 2012, James Childs Architects of South Bend, Indiana (now Alliance Architecture) conducted a 504 Compliance Review to determine if the buildings and designated apartments are in conformance with Section 504 of the Rehabilitation Act of 1973 (Section 504) and Americans with Disabilities Act (ADA). The Section 504 compliance study focused on the accessibility of the project site, entrances, accessible routes, common areas and individual units. The Section 504 accessibility standard is the Uniform Federal Accessibility Standard (UFAS), which is referenced in Section 504 CFR 8.32(a), as well as the Americans with Disabilities Act (ADA).

According to the Section 504 requirement under 24 CFR 8.22 and 8.23, “five percent of the total dwelling units or at least one unit in a multifamily housing project, whichever is greater, shall be made accessible for persons with mobility impairments” (accessible units) and an additional “two percent of the units (but not less than one unit) in such a project shall be accessible for persons with hearing of vision impairments” (sensory-impaired units). Also, “common areas or parts of facilities that affect accessibility of existing housing facilities shall, to the maximum extent feasible, be made to be accessible to and usable by individuals with handicaps.”

The Section 504 requirement under 24 CFR 8.26 states that “accessible dwelling units required...shall, to the maximum extent feasible and subject to reasonable

health and safety requirements, be distributed throughout projects and sites and shall be available in a sufficient range of sizes and amenities so that a qualified individual with handicaps' choice of living arrangements is, as a whole, comparable to that of other persons eligible for housing assistance under that same program.”

Based on these requirements, the KCHA is taking action to ensure that it is fully compliant with Section 504. During the month of January 2021, KCHA staff in conjunction with Alliance Architecture solicited bids for 504 Modifications – Phase 3. Work solicited includes the following:

- Modifications throughout the agency common areas;
- Elevator modernization at Bluebell Tower; and
- Interior and site modifications to 10 two-bedroom units at the Family Sites.

504 Modifications – Phase 1 and Phase 2 included the following:

- Moon Towers: Minor renovations to 10 handicapped units and 4 visual/hearing impaired units;
- Blue Bell Tower: Significant renovations to 3 handicapped units, minor renovations to 2 visual/hearing impaired units and replacement of cabinets at the community room kitchen;
- Construction of two 3-bedroom buildings (4 dwelling units total);
- Construction of one 4-bedroom buildings (2 dwelling units total);
- Rehabilitation of one existing 5-bedroom unit by building an addition onto the dwelling unit; and
- Development/upgrade of hearing and vision impaired equipment in 4 dwelling units

Outreach efforts for 504 Modifications – Phase 3 were as follows:

- 1003 total vendors notified by the eProcurement System;
- 37 vendors viewed the online solicitation;
- Alliance Architecture contacted contractors directly;
- Project Manual sent to four plan houses;
- Local area vendors notified of the solicitation via an advertisement in the Register-Mail;
- 3 general contractors and 6 sub-contractors attended the pre-bid walk-through;
- 2 bids submitted by:
  - Hein Construction Company, Inc.
  - Laverdiere Construction, Inc.

The deadline for bid submission was originally 02/09/2021, but the deadline was extended to 02/11/2021.

Mark Burrell of Alliance Architecture has completed a full review of the bid submission and has made a recommendation for selection. The bid tabulation as well the letter of recommendation from Mr. Burrell is attached to this memo.

**Fiscal Impact**

These projects will be primarily funded through the 2019 and 2020 Capital Fund grants.

**Recommendation**

It is the recommendation of the Executive Director the Board follow the recommendation of Alliance Architecture and approve selection of Hein Construction Company, Inc. with the additional recommendation that all one additive alternate be considered to obtain a contract amount based on funding available up to \$1,262,000.00.

# BID TABULATION

PROJECT: 504 MODIFICATIONS - PHASE 3  
Knox County Housing Authority  
Galesburg, Illinois

DATE/TIME: February 11, 2021  
1:00 p.m. (Local Time)

BIDDERS	Hein Construction Co., Inc.	Laverdiere Construction, Inc.
Base Bid on Proposal Form	\$1,240,000	\$1,589,207
Alternate No. 1: State the amount to be deducted from the base bid to delete all work at convenience modification units.	Deduct \$200,000	Deduct \$240,848
Alternate No. 2: State the amount to be added to the base bid to install automatic operators (opener, power supply, electric strike, touchless push plate, wiring, etc.) at five (5) Trash Room doors at Bluebell Tower.	Add \$22,000	Add \$24,809
Completion Time (in calendar days):	Base Bid	365
	Alternate No. 1	-60
	Alternate No. 2	0
Acknowledgment of Addenda:	Addendum No. 1 (2/02/21)	Yes
	Addendum No. 2 (2/08/21)	Yes
	Clarification No. 1 (2/09/21)	Yes
	Clarification No. 2 (2/10/21)	Yes
Unit Price A: State the amount to replace 4" thick concrete walks.	\$ 9.50 / s.f.	\$ 12.00 / s.f.
Unit Price B: State the amount to replace one (1) 40-gallon residential water heater with new.	\$ 1,145.00 each	\$ 1,482.00 each
Unit Price C: State the amount to relocate one duplex outlet from standard height to 18" a.f.f. to centerline. Include wall patch and touch-up paint.	\$ 240.00 each	\$ 324.00 each
Non-Collusive Affidavit	Yes	Yes
EEO/Affirmative Action Statement of Policy	Yes	Yes
Bid Bond / Bid Guarantee	Yes	Yes
Certificate as to Corp. Principal (if bid submitted by Corp.)	Yes	Yes
MBE/WBE Clause Certification	Yes	Yes
MBE/WBE Clause Certification: Schedule of Intended Participation* * Schedule may be submitted at time of bid submittal or submitted to the Architect within five (5) calendar days after the time and date of bid submittal.	Yes (8%)	Yes (10%)
MBE/WBE Clause Certification: Certificate of Good Faith Efforts	Yes	Yes

PROJECT: 504 MODIFICATIONS - PHASE 3  
 Knox County Housing Authority  
 Galesburg, Illinois

BIDDERS	Hein Construction Co., Inc.	Laverdiere Construction, Inc.
Statement of Bidders Qualifications: <ul style="list-style-type: none"> <li>- Current Contracts on Hand</li> <li>- Company Personnel Resume</li> <li>- Related Work Experience</li> <li>- Written Evidence of Line of Credit</li> <li>- Financial Statement</li> </ul>	Yes Yes Yes Yes Yes Yes (12/31/17 & 16)	Yes Yes Yes Yes Available as Needed Available as Needed
Representations, Certifications, and Other Statements of Bidders HUD-5369-A	Yes	Yes
Non-Debarred Certification	Yes	Yes
Proposed Subcontractors and Suppliers	Yes	Yes
Section 3 Certification	Yes	Yes
Proposed Wage Rates for Unlisted Classifications	Yes	Yes
Evidence of Active and Current Status under System for Award Management (Sam)	Yes	Yes
Remarks:		

# ALLIANCE

ARCHITECTURE

February 12, 2021

Mr. Derek Antoine  
Executive Director  
Knox County Housing Authority  
216 West Simmons Street  
Galesburg, IL 61401

VIA E-MAIL

RE: 504 MODIFICATIONS - PHASE 3  
Knox County Housing Authority  
Galesburg, Illinois

Dear Derek:

As you are aware, bids were received on February 11, 2021, for the above-referenced project in accordance with the attached Bid Tabulation.

Our review of the bids determined both to be complete, and we believe both should be considered for award.

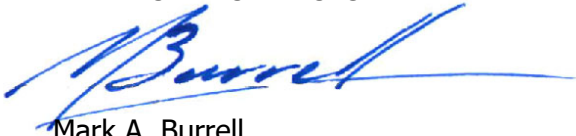
We recommend that the project be awarded to Hein Construction on basis of their lowest base bid for a total contract amount of \$1,240,000.

Please advise us of your decision with regard to contractor selection, and at the appropriate time, we will send out notification to both bidders.

If you have any questions or require additional information, please feel free to contact us.

Sincerely,

ALLIANCE ARCHITECTURE



Mark A. Burrell

MAB/bf

Attachment

cc: Ms. Cheryl Lefler, via e-mail

## BOARD MEMO

216 W. Simmons St.  
Galesburg, IL 61401

O: (309) 342-8129  
F: (309) 342-7206

[www.knoxcountyhousing.org](http://www.knoxcountyhousing.org)

**TO:** Board of Commissioners  
Knox County Housing Authority

**DATE:** 02/18/2021

**FROM:** Derek Antoine   
Executive Director

**BOARD MEETING:** 02/23/2021

**SUBJECT:** AMP Electrical and Mechanical Proposal—Moon Towers

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### Executive Summary

Moon Towers was constructed in 1970 and consists of 177 units in two buildings. The buildings are well-maintained; however, it is anticipated that from time to time items will arise that need to be addressed in the aging buildings.

In February, Moon Towers started having heating issues in the large community room. Upon investigation, it was determined the two roof top HVAC units both had cracks in the heat exchangers. Cracked heat exchangers cause the units to function less efficiently but more troubling is the fact that potentially hazardous toxic gases like carbon monoxide can be released into the community room.

The current roof top HVAC unit are nearly 25 years old, so rather than replace the heat exchangers in the aged units, the recommendation is to replace them with new units. There are no hard and fast rules on the life expectancy of such units, but most components have an equipment life of about 15 years when well-maintained. It is anticipated that the agency should get at least 15 years out of the new units.

AMP Electrical and Mechanical Services was selected as the procured contractor for Plumbing and HVAC Services at the March 2018 Board meeting. The attached proposal shows the cost to furnish labor and material to install the two new roof top HVAC units.

### Fiscal Impact

This project will be paid from Moon Towers Operating Fund.

### Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve the proposal from AMP Electrical and Mechanical Services to replace two roof top HVAC units in an amount not to exceed \$12,935.00.



3075 Grand Ave., Galesburg, IL 61401  
Phone: (309) 343-3532 Fax: (309) 343-3538

February 18, 2021

KCHA  
Attn: Cheryl

Re: RTU's

**PROPOSAL**

We offer our proposal to furnish the necessary labor and material to complete the items listed below.

**SCOPE OF WORK**

- Provide (2) 5-ton gas/electrical package unit, standard efficiency, R-410a, high gas heat output, 208-230/3/60 voltage, electromechanical controls, no fresh air provisions.
- Provide economizer-dry bulb.
- Provide barometric relief.
- Provide all electrical work.
- Crane rental included.
- City permits are included.
- Provide start-up.
- Curb adaptors had to be expiated with the cost of \$450.00

**Base Bid Total Revised ..... \$12,935.00**

**CLARIFICATIONS**

1. All work shall be done during normal business hours M-F 7 am – 330 pm.
2. All work shall be done in accordance with State and Local Code requirements.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Thank you for the opportunity to quote your project. Please call with any questions.

Sincerely,

*Brian DeJaynes*

Project Manager  
AMP Electrical Services, Inc.





Lomac Payton, Chairman  
Thomas Dunker, Vice Chairperson  
Wayne Allen, Commissioner  
Paul Stewart, Commissioner  
Jared Hawkinson Commissioner  
Derek Antoine, Exec. Director, Secretary  
Jack P. Ball, Attorney

216 W. Simmons St., Galesburg, IL 61401  
Telephone (309) 342-8129 ext. 223 Fax (309) 342-7206  
Email: [dantoine@knoxhousing.org](mailto:dantoine@knoxhousing.org)

Friday, February 19, 2021  
11:51 PM

Knox County Board  
Knox County Courthouse  
200 S. Cherry St.  
Galesburg, IL 61401

Two Whom It May Concern:

Effective 10/01/1999, Section 505 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) amended Section 2 of the United States Housing Act of 1937 to require "the membership of the Board of Directors or similar governing body of each public housing agency shall contain not less than one member who is directly assisted by the public housing agency." This amendment serves to provide for more resident involvement and to increase resident awareness in creating and maintaining a positive living environment.

The KCHA is responsible for housing over 750 families in public housing units located throughout five (5) developments, via the Section 8 Housing Choice Voucher Program, and the Affordable Housing Program (AHP) which includes Brentwood Manor and Prairieland Townhouse Apartments. All eligible and qualifying participants receiving KCHA assistance through these programs have an opportunity to serve in the position of Resident Commissioner on the KCHA Board of Commissioners. As defined by 24 CFR § 964.410, to be considered for appointment as Resident Commissioner, the candidate must be directly assisted by the public housing agency, whose name appears on a lease or voucher, and is a minimum eighteen years of age. Ms. Sanford meets all three requirements.

Ms. Paula Sanford, who had been reappointed to serve in this capacity in September of 2019, resigned her position as Resident Commissioner effective December 2020. Ms Sanford had served as Resident Commissioner on the Knox County Housing Authority's Board of Commissioners since April of 2016, and her resigned term expired August 31, 2024.

Through targeted outreach, we feel we have identified a capable replacement. LaToya Carson has been served by the Knox County Housing Authority for many years – first in the Public Housing program and currently as a participant in the agency's Housing Choice Voucher program. Having grown up as a member of a tenant family, and now raising her own children in our program, she possesses a unique and valuable perspective from which to represent our resident and participant population. In discussion with multiple references, it is clear that Ms. Carson carries with her the respect and trust of the community to diligently carry out the duties and responsibilities of Commissioner.

At the 02/23/2021 regular meeting of the Knox County Housing Authority Board of Commissioners, a unanimous decision was reached to recommend the appointment of LaToya Carson to serve as Resident Commissioner for the remainder of the five-year term vacated by Paula Sanford, expiring August 31, 2024.

Should you require further information, please do not hesitate to ask.

Respectfully,

Lomac Payton  
Chairperson of the Board of Commissioners  
Knox County Housing Authority

CC: Scott Erickson  
Knox County Clerk



# EXECUTIVE DIRECTOR REPORT

FEBRUARY 2021

**REGULAR MEETING  
KCHA BOARD OF COMMISSIONERS**

**Tuesday, February 23, 2021**

Zoom Virtual Conference  
255 W. Tompkins St.  
Galesburg, IL 61401  
knoxcountyhousing.org



<https://www.facebook.com/TheKnoxCountyHousingAuthority>



# EXECUTIVE SUMMARY

## EXECUTIVE SUMMARY

### COMMISSIONER COMPLIANCE REPORT

#### Commissioner Training and Development

The following table details **commissioner** training and development accomplished for FYE 03/31/2021:

Date	Commissioner	Training Description	Location	Hours
1/4/2021	Sara Robison	Illinois Open Meetings Act	Web	2.0
				0.0
				0.0
				0.0
				0.0
<b>Total Hours:</b>				<b>2.0</b>

The following table details monthly and annual costs (to date) incurred by the agency for **commissioner** training and development for FYE 03/31/2021:

Month	Training Events	Training Hours	Total Cost	Avg Cost per Hour	Training Budget	% to Budget	Variance
Apr-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
May-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jun-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jul-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Aug-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Sep-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Oct-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Nov-20	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Dec-20	1	2.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jan-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Feb-21			\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Mar-21	0	0.0	\$ -	#DIV/0!			
<b>FYE 2020</b>	<b>1</b>	<b>2.0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,166.66</b>	<b>0.00%</b>	<b>\$ (9,166.66)</b>

# EXECUTIVE SUMMARY

## Commissioner Governance/Compliance

The table below details required commissioner training, and the agency's compliance results:

Commissioner List	PHA Governance	Sexual Harassment	FOIA - Current (State of Illinois)	Open Meetings (State of Illinois)	Ethics/Compliance (state of Illinois)	Compliance %
Payton, Lomac						0.0%
Hawkinson, Jared		1	1	1	1	80.0%
Allen, Wayne						0.0%
Stewart, Paul H.						0.0%
Res. Commissioner						0.0%
Robison, Sara				1		20.0%
Riley, Joseph						0.0%
Antoine, Derek (ED)	1	1	1	1		80.0%
<b>Total Authority</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>22.5%</b>

The table below details commissioner attendance at Board meetings for the current calendar year:

CY 2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	%
Payton, Lomac ( C )													0.0%
Hawkinson, Jared (VC)	1												100.0%
Allen, Wayne	1												100.0%
Stewart, Paul H.	1												100.0%
Res. Commissioner													0.0%
Robison, Sara	1												100.0%
Riley, Joseph	1												100.0%
Antoine, Derek (ED)	1												100.0%

The table below details Board governance requirements, and the agency's compliance results:

Board Governance Survey Status	REQ	KCHA	RESULT
Does the Board have the required number of members?	7	6	FAILS Requirement
Does the Board include a participant of KCHA programs?	YES	NO	FAILS Requirement
Number of Board meetings:	12	12	Meets requirement
Average meeting attendance:	80.0	75.0%	FAILS Requirement
Methods of disseminating information about Board meetings and minutes.	YES	YES	Meets requirement
Role of Board in evaluating Executive Director performance and compensation	YES	YES	Meets requirement
Role of Board in reviewing financial statements/PHA's financial health.	YES	YES	Meets Requirement
Timeliness of budget adoption by Board.	3/31	3/31	Meets requirement
Are the results of quality control testing communicated to the Board?	YES	YES	Meets requirement

# EXECUTIVE SUMMARY

## GRANT STATUS/PERFORMANCE

### 2020 CFP Grant IL01P08550120

- Obligation End Date (OED): 10/15/2023
- Expenditure End Date (EED): 10/15/2025

#### CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ -	0.0%	\$ -	0.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ -	0.0%	\$ -	0.0%
1480 General Capital Activity	\$ 859,834.00	\$ 868,267.00	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	
<b>Total Capital Fund Program</b>	<b>\$ 1,159,834.00</b>	<b>\$ 1,168,267.00</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>0.0%</b>

#### CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 Family - Playground	\$ 154,973.00	\$ 154,973.00	\$ -	0.0%	\$ -	0.0%
1480 MT - Roof Replacement	\$ 125,000.00	\$ 125,000.00	\$ -	0.0%	\$ -	0.0%
1480 Family - 2BR Renovation	\$ 90,000.00	\$ 98,433.00	\$ -	0.0%	\$ -	0.0%
1480 BB - 504 Phase 3	\$ 439,861.00	\$ 439,861.00	\$ -		\$ -	
1480 A&E Services	\$ 50,000.00	\$ 50,000.00	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
<b>Total Capital Fund Program</b>	<b>\$ 859,834.00</b>	<b>\$ 868,267.00</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>0.0%</b>

At the February 2021 regular meeting, the Board will be presented the bid tabulation for Phase 3 of the 504 modernization/rehabilitation project, which will account for approximately \$1.2 million dollars. This will obligate the remaining 2019 grant funds, and a substantial portion of the 2020 grant. Additionally, transfers will be made to operations and administration during the month of April 2021.

Due to the COVID-19 pandemic, grants that were open as of 04/10/2020 had the obligation and expenditure end dates extended by eighteen months. As such, CFP Grant IL01P08550120 must be 90% obligated (contracts for work signed) by 10/15/2023 and must be fully expended by 10/15/2025.

# EXECUTIVE SUMMARY

## 2019 CFP Grant IL01P08550119

- Obligation End Date (OED): 10/15/2022
- Expenditure End Date (EED): 10/15/2024

### CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ 200,000.00	100.0%
1408 Mgmnt Improvement	\$ 49,932.00	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480 General Capital Activity	\$ 783,874.00	\$ 783,874.00	\$ 93,235.00	11.9%	\$ 53,785.00	6.9%
<b>Total Capital Fund Program</b>	<b>\$ 1,133,806.00</b>	<b>\$ 1,083,874.00</b>	<b>\$ 393,235.00</b>	<b>36.3%</b>	<b>\$ 353,785.00</b>	<b>32.6%</b>

### CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 A&E Services	\$ 93,235.00	\$ 93,235.00	\$ 93,235.00	100.0%	\$ 53,785.00	57.7%
1480 504 Phase 3 - AMP 1	\$ 80,000.00	\$ 80,000.00	\$ -	0.0%	\$ -	0.0%
1480 504 Phase 3 - AMP 2	\$ 420,000.00	\$ 420,000.00	\$ -	0.0%	\$ -	0.0%
1480 504 Phase 3 - AMP 3	\$ 190,639.00	\$ 190,639.00	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!
<b>Total Capital Fund Program</b>	<b>\$ 783,874.00</b>	<b>\$ 783,874.00</b>	<b>\$ 93,235.00</b>	<b>11.9%</b>	<b>\$ 53,785.00</b>	<b>6.9%</b>

The vast majority of the 2019 CFP is allocated for Phase 3 of the 504 Modernization Project, which began in 2016. Phase II brought about the new construction of six new units and modernization of two existing units at the Family Sites. Phase 3 of this project focuses on community and office spaces.

A solicitation for Phase 3 construction was issued on January 14, 2021, with a pre-bid conference scheduled for January 26. Bids were submitted February 11, and will come before the Board for selection and approval at the regular February meeting.

Due to the COVID-19 pandemic, grants that were open as of 04/10/2020 had the obligation and expenditure end dates extended by eighteen months. As such, CFP Grant IL01P08550120 must be 90% obligated (contracts for work signed) by 10/15/2022 and must be fully expended by 10/15/2024.

# EXECUTIVE SUMMARY

## **POLICY/OPERATIONS**

### **COVID-19 Operations/Update**

The agency continues to conduct business under an amended protocol, designed to help prevent and slow the spread of COVID-19. This protocol includes the following operational safeguards:

- All offices are closed to the general public, unless the business is deemed necessary to continued operations
- All community spaces are closed
- Most essential housing operations are being conducted electronically
- Face masks must be worn by agency personnel at all times a safe social distance (at least six feet) cannot be maintained
- Agency staff are permitted to work remotely, given their job responsibilities allow for it
- All public spaces are sanitized regularly
- In-home inspections have been suspended until safe to resume
- Maintenance operations include only emergency work orders, unit turns, and preventive maintenance
- Personal protective equipment (PPE) is worn at all times while in occupied units, regardless of the presence of the tenant. PPE includes face coverings, masks, and gloves

## **LEGISLATIVE/ADVOCACY**

No report this period.

## **PUBLIC RELATIONS**

No report this period.

## **STRATEGIC PLANNING**

No report this period.



# PUBLIC HOUSING PROGRAM

## PUBLIC HOUSING PROGRAM

### OCCUPANCY

OCCUPANCY UNIT DAYS	CURRENT PERIOD				YEAR-TO-DATE			
	UDA	UDL	OCC %	VAC %	UDA	UDL	OCC %	VAC %
Moon Towers	5,487	5,433	99.02%	0.98%	54,162	53,455	98.69%	1.31%
Family Sites	5,983	5,861	97.96%	2.04%	59,058	58,038	98.27%	1.73%
Bluebell Tower	1,581	1,537	97.22%	2.78%	15,606	15,356	98.40%	1.60%
<b>TOTAL PUBLIC HOUSING</b>	<b>13,051</b>	<b>12,831</b>	<b>98.31%</b>	<b>1.69%</b>	<b>128,826</b>	<b>126,849</b>	<b>98.47%</b>	<b>1.53%</b>

OCCUPANCY UNIT MONTHS	CURRENT PERIOD				YEAR-TO-DATE			
	UMA	UML	OCC %	VAC %	UMA	UML	OCC %	VAC %
Moon Towers	177	176	99.44%	0.56%	1,770	1,760	99.44%	0.56%
Family Sites	193	192	99.48%	0.52%	1,930	1,930	100.00%	0.00%
Bluebell Tower	51	51	100.00%	0.00%	510	510	100.00%	0.00%
<b>TOTAL PUBLIC HOUSING</b>	<b>421</b>	<b>419</b>	<b>99.52%</b>	<b>0.48%</b>	<b>4,210</b>	<b>4,200</b>	<b>99.76%</b>	<b>0.24%</b>

OCCUPANCY UNIT TURNAROUND	CP	CURRENT PERIOD				YEAR-TO-DATE			
	YTD	DOWN	MAINT.	LEASING	TOTAL	DOWN	MAINT.	LEASING	TOTAL
Moon Towers	1	0	19	46	65	14	352	84	450
Average Days	35	0.00	19.00	46.00	65.00	0.40	10.06	2.40	12.86
Family Sites	4	17	402	10	429	270	663	284	1217
Average Days	37	4.25	100.50	2.50	107.25	7.30	17.92	7.68	32.89
Bluebell Tower	1	0	13	2	15	4	211	27	242
Average Days	15	0.00	13.00	2.00	15.00	0.27	14.07	1.80	16.13
<b>TOTAL PUBLIC HOUSING</b>	<b>6</b>	<b>17</b>	<b>434</b>	<b>58</b>	<b>509</b>	<b>288</b>	<b>1226</b>	<b>395</b>	<b>1909</b>
Average Days	<b>87</b>	<b>2.83</b>	<b>72.33</b>	<b>9.67</b>	<b>84.83</b>	<b>3.31</b>	<b>14.09</b>	<b>4.54</b>	<b>21.94</b>

Occupancy numbers remain strong for FYE 2020. Unit turnaround time averages are clearly affected by the agency shutdown in March, April, and May. As we move through the rest of FYE 2021, the average turn times should get closer to expected levels (12 – 14 days).

# PUBLIC HOUSING PROGRAM

## FINANCIAL ANALYSIS

FINANCIAL INCOME/EXPENSE	CURRENT PERIOD			YEAR-TO-DATE		
	ACTUAL	BUDGET	%	ACTUAL	BUDGET	%
<b>Moon Towers</b>						
Income	\$ 72,962.53	\$ 65,790.60	110.9%	\$ 747,713.76	\$ 657,933.00	113.6%
Expense	\$ 61,628.29	\$ 62,708.71	98.3%	\$ 697,817.00	\$ 627,087.10	111.3%
Revenue/(LOSS)	\$ 11,334.24	\$ 3,081.89	367.8%	\$ 49,896.76	\$ 30,845.90	161.8%
<b>Family Sites</b>						
Income	\$ 84,785.31	\$ 76,000.16	111.6%	\$ 1,015,469.55	\$ 760,001.60	133.6%
Expense	\$ 92,154.42	\$ 82,056.82	112.3%	\$ 892,717.76	\$ 820,568.20	108.8%
Revenue/(LOSS)	\$ (7,369.11)	\$ (6,056.66)	-121.7%	\$ 122,751.79	\$ (60,566.60)	202.7%
<b>Bluebell Tower</b>						
Income	\$ 15,118.16	\$ 20,418.93	74.0%	\$ 200,937.41	\$ 204,189.20	98.4%
Expense	\$ 24,331.19	\$ 21,354.57	113.9%	\$ 201,102.82	\$ 213,545.70	94.2%
Revenue/(LOSS)	\$ (9,213.03)	\$ (935.64)	984.7%	\$ (165.41)	\$ (9,356.50)	1.8%
<b>TOTAL PUBLIC HOUSING</b>						
Income	\$ 172,866.00	\$ 162,209.69	106.6%	\$ 1,964,120.72	\$ 1,622,123.80	121.1%
Expense	\$ 178,113.90	\$ 166,120.10	107.2%	\$ 1,791,637.58	\$ 1,661,201.00	107.9%
Revenue/(LOSS)	\$ (5,247.90)	\$ (3,910.41)	134.2%	\$ 172,483.14	\$ (39,077.20)	-441.4%

FINANCIAL POSITION	YEAR-TO-DATE					
	CASH POSITION	MIN. RESERVE	MENAR	RENT CO.	A/R	TAR
Moon Towers	\$ 511,003.04	\$ 279,148.40	7.32	99.26%	\$ 14,864.90	4.54%
Family Sites	\$ 470,367.27	\$ 357,087.10	5.27	129.95%	\$ 45,801.35	25.92%
Bluebell Tower	\$ 173,083.11	\$ 80,441.13	8.61	98.23%	\$ 3,869.88	3.18%

# PUBLIC HOUSING PROGRAM

## MAINTENANCE REPORT

MAINTENANCE ROUTINE WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	COM	% COM	DAYS	AVG.	REQ	COM	%	DAYS	AVG.
Moon Towers	5	5	100.0%	24	4.80	89	83	93.3%	111	1.34
Family Sites	51	51	100.0%	77	1.51	524	524	100.0%	645	1.23
Bluebell Tower	3	3	100.0%	6	2.00	48	48	100.0%	38	0.79
<b>TOTAL PUBLIC HOUSING</b>	<b>59</b>	<b>59</b>	<b>100.0%</b>	<b>107</b>	<b>1.81</b>	<b>661</b>	<b>655</b>	<b>99.1%</b>	<b>794</b>	<b>1.21</b>

MAINTENANCE EMERGENCY WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	< 24	% < 24	< 72	% < 72	REQ	< 24	% < 24	< 72	% < 72
Moon Towers	24	24	100.00%	24	100.00%	139	139	100.00%	139	100.00%
Family Sites	17	17	100.00%	17	100.00%	99	99	100.00%	99	100.00%
Bluebell Tower	6	6	100.00%	6	100.00%	48	48	100.00%	48	100.00%
<b>TOTAL PUBLIC HOUSING</b>	<b>47</b>	<b>47</b>	<b>100.00%</b>	<b>47</b>	<b>100.00%</b>	<b>286</b>	<b>286</b>	<b>100.00%</b>	<b>286</b>	<b>100.00%</b>

MAINTENANCE ANNUAL INSPECTIONS	YEAR-TO-DATE									
	SITE	EXT	SYST	COM	UNIT	TOTAL	% DONE	% REM	W.O.	RESOLVE
Moon Towers	8	8	24	88	0	128	9.23%	90.77%	0	100.0%
Family Sites	0	0	0	0	0	0	0.0%	100.00%	0	100.0%
Bluebell Tower	10	8	12	26	0	56	21.5%	78.50%	0	100.0%
<b>TOTAL PUBLIC HOUSING</b>	<b>18</b>	<b>16</b>	<b>36</b>	<b>114</b>	<b>0</b>	<b>184</b>	<b>10.24%</b>	<b>89.76%</b>	<b>0</b>	<b>100.0%</b>

MAINTENANCE COSTS	YEAR-TO-DATE								
	COST - UNIT		BILLED - UNIT		%	COST - TOTAL		PUM	
Moon Towers	\$	40,981.71	\$	3,243.25	7.9%	\$	272,240.04	\$	153.81
Family Sites	\$	80,768.40	\$	12,346.85	15.3%	\$	489,861.61	\$	249.93
Bluebell Tower	\$	14,809.78	\$	564.50	3.8%	\$	80,800.95	\$	158.43
<b>TOTAL PUBLIC HOUSING</b>	<b>\$</b>	<b>11,541.86</b>	<b>\$</b>	<b>16,154.60</b>	<b>140.0%</b>	<b>\$</b>	<b>842,902.60</b>	<b>\$</b>	<b>198.80</b>

# PUBLIC HOUSING PROGRAM

## MANAGEMENT OPERATIONS

MANAGEMENT PRACTICES	YEAR-TO-DATE				
	APP & MARKET	PIC %	EIV %	FILE REVIEWS	FR ISSUES %
Moon Towers	93.6%	100.0%	12.5%	0.0%	0.0%
Family Sites	77.10%	100.00%	10.0%	30.6%	95.0%
Bluebell Tower	95.7%	100.0%	12.5%	7.8%	100.0%

MANAGEMENT PEST CONTROL	CURRENT									
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF	# TRT	% TRT
Moon Towers	17	17	0	0	0	34	177	19.21%	34	100.00%
Family Sites	0	9	0	0	0	9	196	4.59%	9	100.00%
Bluebell Tower	2	0	0	0	0	2	51	3.92%	2	100.00%
<b>TOTAL PUBLIC HOUSING</b>	19	26	0	0	0	45	424	10.61%	45	100.00%

MANAGEMENT PEST CONTROL	YEAR-TO-DATE							
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF
Moon Towers	56	53	0	0	0	109	177	61.58%
Family Sites	3	52	0	0	0	55	196	28.06%
Bluebell Tower	4	1	0	0	0	5	51	9.80%
<b>TOTAL PUBLIC HOUSING</b>	63	106	0	0	0	169	424	39.86%

# PUBLIC HOUSING PROGRAM

## CRIME REPORTING

SAFETY/SECURITY REPORTED CRIMES	VIOLENT CRIMES			THEFT			OTHER CRIMES		
	ASS/BAT	MUR	SEX	BURG	ROB	THEFT	DRUG	PROP	OTHER
Moon Towers	1	0	0	0	0	7	2	0	109
Family Sites	45	0	0	5	0	8	1	4	255
Bluebell Tower	0	0	0	0	0	0	0	0	1
<b>TOTAL PUBLIC HOUSING</b>	<b>46</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>15</b>	<b>3</b>	<b>4</b>	<b>365</b>

SAFETY/SECURITY CRIME RATES	VIOLENT CRIMES			THEFT CRIMES			DRUG CRIMES		
	KCHA	GBURG	KNOXCO	KCHA	GBURG	KNOXCO	KCHA	GBURG	KNOXCO
Moon Towers	515.5	413.6	441.8	3608.2	4176.0	1481.3	1030.9	829.3	829.3
Family Sites	7340.9	413.6	441.8	2120.7	4176.0	1481.3	163.1	829.3	829.3
Bluebell Tower	0.0	413.6	441.8	0.0	4176.0	1481.3	0.0	829.3	829.3
<b>TOTAL PUBLIC HOUSING</b>	<b>5348.8</b>	<b>413.6</b>	<b>441.8</b>	<b>2325.6</b>	<b>4176.0</b>	<b>1481.3</b>	<b>348.8</b>	<b>829.3</b>	<b>829.3</b>

## PHAS ASSESSMENT

PHAS ASSESSMENT	YEAR-TO-DATE						DESIGNATION
	P - 100	P - 40	MASS	FASS	CFP	OVERALL	
Moon Towers	97.38	38.95	21.00	25.00	10.00	94.95	<b>HIGH PERFORMER</b>
Family Sites	95.00	38.00	21.00	25.00	10.00	94.00	<b>HIGH PERFORMER</b>
Bluebell Tower	99.80	39.92	21.00	25.00	10.00	95.92	<b>HIGH PERFORMER</b>
<b>TOTAL PUBLIC HOUSING</b>	<b>96.57</b>	<b>38.63</b>	<b>21.00</b>	<b>25.00</b>	<b>10.00</b>	<b>94.63</b>	<b>HIGH PERFORMER</b>

This assessment is based on actual operational data for the current fiscal year. The actual PHAS scoring for FYE 03/31/2021 will be carried forward from the agency's last assessment (FYE 03/31/2018).

# HOUSING CHOICE VOUCHER PROGRAM

## HOUSING CHOICE VOUCHER PROGRAM

### APPLICATION/WAIT LIST

WAIT LIST	WL PRIOR	APPLICATIONS				VOU. ISSUED	WL CURRENT	WL AVG
		NEW	DENIED	INACTIVE	PURGED			
JAN	151	16	1	0	0	2	164	164.00
FEB								
MAR								
APR								
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								
TOTAL		16	1	0	0	2		

### VOUCHER ACTIVITY

VOUCHER ACTIVITY	PRIOR SEARCH	VOUCHER ACTIVITY						VOUCH. SEARCH
		ISSUED	EXPIRED	REVOKE	ABSORB	FORFEIT	LEASED	
JAN	6	2	2	0	0	0	2	4
FEB								
MAR								
APR								
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								
TOTAL		2	2	0	0	0	2	

# HOUSING CHOICE VOUCHER PROGRAM

## HOUSING ASSISTANCE PAYMENT (HAP) DETAIL – KNOX COUNTY

KNOX CO. HAP STATS	KNOX CO. VOUCH	HAP		% to HAP TOTAL	PER UNIT COST	ROLLING AVG
		KNOX CO.	TOTAL			
JAN	194	\$ 66,765.00	\$ 81,046.45	82.38%	\$ 344.15	\$ 344.15
FEB						
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL	194	\$ 66,765.00	\$ 81,046.45	82.38%	\$ 344.15	

## HOUSING ASSISTANCE PAYMENT (HAP) DETAIL – PORTABILITY

PORTABILITY HAP STATS	PORTED VOUCH.	HAP		% to HAP TOTAL	PER UNIT COST	ROLLING AVG
		PORTED	TOTAL			
JAN	8	\$ 11,968.45	\$ 81,046.45	14.77%	\$ 1,496.06	\$ 1,496.06
FEB						
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL	8	\$ 11,968.45	\$ 81,046.45	14.77%	\$ 1,496.06	

# HOUSING CHOICE VOUCHER PROGRAM

## PROGRAM UTILIZATION

VOUCHER - UTILIZATION				BUDGET AUTHORITY - UTILIZATION				
MON	ACC	UML	%	HAP EXPENSE	BUDG. AUTH.	NRP	BA + NRP	%
JAN	280	203	72.50%	\$ 81,046.45	\$ 77,481.75	\$ 12,367.55	\$ 89,849.30	90.20%
FEB								
MAR								
APR								
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								

SEMAP scoring for voucher utilization (lease up) is based on % to baseline (280) of total voucher leased, or % of budget authority + NRP expended. To attain full points (20), the agency must achieve 98.0% utilization.

## SEMAP FORECAST

SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM							
CATEGORY	PTS.	AVAIL.	SCORE	CATEGORY	PTS.	AVAIL.	SCORE
Wait List Management	15.0	15.0	100.00%	HQS - Pre-Contract	5.0	5.0	100.00%
Rent Reasonableness	20.0	20.0	100.00%	HQS - Annual Inspections	10.0	10.0	100.00%
Tenant Files	25.0	25.0	100.00%	Payment Standards	5.0	5.0	100.00%
Utility Allowances	5.0	5.0	100.00%	Annual Reexaminations	10.0	10.0	100.00%
HQS - Quality Control	5.0	5.0	100.00%	HAP/Voucher Utilization	0.0	20.0	0.00%
HQS - Enforcement	10.0	10.0	100.00%	<b>SEMAP FORECAST</b>	110.0	130.0	84.62%
				<b>SEMAP FORECAST</b>		<b>Standard Performer</b>	

Based on current trending, the agency would score as **Standard Performer** for the current SEMAP cycle. However, due to COVID-19, the Knox County Housing Authority will not be assessed for FYE 03/31/2021. Instead, the previous SEMAP certification of **High Performer** will carry forward. It is anticipated the agency will be assessed for FYE 03/31/2022.



# AFFORDABLE HOUSING PRESERVATION (AHP)

## AFFORDABLE HOUSING PRESERVATION (AHP)

### OCCUPANCY

OCCUPANCY UNIT DAYS	CURRENT PERIOD				YEAR-TO-DATE			
	UDA	UDL	OCC %	VAC %	UDA	UDL	OCC %	VAC %
Brentwood Manor	2,232	2,139	95.83%	4.17%	22,032	21,534	97.74%	2.26%
Prairieland Townhouses	2,015	1,984	98.46%	1.54%	19,890	19,595	98.52%	1.48%
<b>TOTAL AHP PROPERTIES</b>	<b>4,247</b>	<b>4,123</b>	<b>97.08%</b>	<b>2.92%</b>	<b>41,922</b>	<b>41,129</b>	<b>98.11%</b>	<b>1.89%</b>

OCCUPANCY UNIT MONTHS	CURRENT PERIOD				YEAR-TO-DATE			
	UMA	UML	OCC %	VAC %	UMA	UML	OCC %	VAC %
Brentwood Manor	72	69	95.83%	4.17%	720	717	99.58%	0.42%
Prairieland Townhouses	65	64	98.46%	1.54%	650	649	99.85%	0.15%
<b>TOTAL AHP PROPERTIES</b>	<b>137</b>	<b>133</b>	<b>97.08%</b>	<b>2.92%</b>	<b>1,370</b>	<b>1,366</b>	<b>99.71%</b>	<b>0.29%</b>

OCCUPANCY UNIT TURNAROUND	CP	CURRENT PERIOD				YEAR-TO-DATE			
	YTD	DOWN	MAINT.	LEASING	TOTAL	DOWN	MAINT.	LEASING	TOTAL
Brentwood Manor	0	0	0	0	0	0	76	0	76
Average Days	14	0.00	0.00	0.00	0.00	0.00	5.39	0.00	5.39
Prairieland Townhouses	0	0	0	0	0	31	61	0	92
Average Days	13	0.00	0.00	0.00	0.00	2.38	4.69	0.00	7.08
<b>TOTAL AHP PROPERTIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31</b>	<b>137</b>	<b>0</b>	<b>168</b>
Average Days	27	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.15	5.06	0.00	6.20

Occupancy numbers remain strong for FYE 2021. Unit turnaround time averages are clearly affected by the agency shutdown in March, April, and May.

# AFFORDABLE HOUSING PRESERVATION (AHP)

## FINANCIAL ANALYSIS

FINANCIAL INCOME/EXPENSE	CURRENT PERIOD			YEAR-TO-DATE		
	ACTUAL	BUDGET	%	ACTUAL	BUDGET	%
<b>Brentwood Manor</b>						
Income	\$ 31,508.94	\$ 33,566.68	93.9%	\$ 328,791.49	\$ 335,666.80	98.0%
Expense	\$ 24,556.42	\$ 33,196.74	74.0%	\$ 266,694.18	\$ 331,967.40	80.3%
Revenue/(LOSS)	\$ 6,952.52	\$ 369.94	1879.4%	\$ 62,097.31	\$ 3,699.40	1678.6%
<b>Prairieland Townhouses</b>						
Income	\$ 28,278.00	\$ 28,666.26	98.6%	\$ 286,027.79	\$ 286,662.60	99.8%
Expense	\$ 22,823.12	\$ 27,767.24	82.2%	\$ 262,831.34	\$ 277,672.40	94.7%
Revenue/(LOSS)	\$ 5,454.88	\$ 899.02	606.8%	\$ 23,196.45	\$ 8,990.20	258.0%
<b>TOTAL AHP PROPERTIES</b>						
Income	\$ 59,786.94	\$ 62,232.94	96.1%	\$ 614,819.28	\$ 622,329.40	98.8%
Expense	\$ 47,379.54	\$ 60,963.98	77.7%	\$ 529,525.52	\$ 609,639.80	86.9%
Revenue/(LOSS)	\$ 12,407.40	\$ 1,268.96	977.8%	\$ 85,293.76	\$ 12,689.60	672.2%

FINANCIAL POSITION	YEAR-TO-DATE					
	CASH POSITION	MIN. RESERVE	MENAR	RENT CO.	A/R	TAR
Brentwood Manor	\$ 116,999.35	\$ 106,677.67	4.39	99.89%	\$ 10,949.01	2.37%
Prairieland Townhouses	\$ (106,927.27)	\$ 105,132.54	-4.07	99.37%	\$ 12,734.75	4.37%

# AFFORDABLE HOUSING PRESERVATION (AHP)

## MAINTENANCE REPORT

MAINTENANCE ROUTINE WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	COM	% COM	DAYS	AVG.	REQ	COM	%	DAYS	AVG.
Brentwood Manor	6	3	50.0%	19	6.33	127	124	97.6%	133	1.07
PrairieLand Townhouses	12	10	83.3%	12	1.20	205	203	99.0%	217	1.07
<b>TOTAL AHP PROPERTIES</b>	<b>18</b>	<b>13</b>	<b>72.2%</b>	<b>5</b>	<b>0.38</b>	<b>332</b>	<b>327</b>	<b>98.5%</b>	<b>350</b>	<b>1.07</b>

MAINTENANCE EMERGENCY WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	< 24	% < 24	< 72	% < 72	REQ	< 24	% < 24	< 72	% < 72
Brentwood Manor	19	19	100.00%	19	100.00%	161	161	100.00%	142	88.20%
PrairieLand Townhouses	14	14	100.00%	14	100.00%	73	73	100.00%	73	100.00%
<b>TOTAL AHP PROPERTIES</b>	<b>33</b>	<b>33</b>	<b>100.00%</b>	<b>33</b>	<b>100.00%</b>	<b>234</b>	<b>234</b>	<b>100.00%</b>	<b>215</b>	<b>91.88%</b>

MAINTENANCE ANNUAL INSPECTIONS	YEAR-TO-DATE									
	SITE	EXT	SYST	COM	UNIT	TOTAL	% DONE	% REM	W.O.	RESOLVE
Brentwood Manor	2	9	0	0	15	26	26.04%	73.96%	4	100.0%
PrairieLand Townhouses	2	16	1	3	12	34	32.35%	67.65%	16	100.0%
<b>TOTAL AHP PROPERTIES</b>	<b>4</b>	<b>25</b>	<b>1</b>	<b>3</b>	<b>27</b>	<b>0</b>	<b>29.20%</b>	<b>70.81%</b>	<b>20</b>	<b>100.0%</b>

MAINTENANCE COSTS	YEAR-TO-DATE								
	COST - UNIT		BILLED - UNIT		%	COST - TOTAL		PUM	
Brentwood Manor	\$	4,151.06	\$	4,151.06	100.0%	\$	91,160.73	\$	126.61
PrairieLand Townhouses	\$	2,407.00	\$	2,407.00	100.0%	\$	93,163.61	\$	141.16
<b>TOTAL AHP PROPERTIES</b>	\$	6,558.06	\$	6,558.06	100.0%	\$	184,324.34	\$	133.57

# AFFORDABLE HOUSING PRESERVATION (AHP)

## MANAGEMENT OPERATIONS

MANAGEMENT PRACTICES	YEAR-TO-DATE				
	APP & MARKET	PIC%	EIV %	FILE REVIEWS	FR ISSUES %
Brentwood Manor	88.6%	100.0%	100.0%	0.0%	0.0%
Prairieland Townhouses	85.7%	100.0%	22.5%	19.7%	100.0%

MANAGEMENT PEST CONTROL	CURRENT									
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF	# TRT	% TRT
Brentwood Manor	0	0	0	0	0	0	72	0.00%	0	100.00%
Prairieland Townhouses	0	0	0	0	0	0	66	0.00%	0	100.00%
<b>TOTAL AHP PROPERTIES</b>	0	0	0	0	0	0	138	0.00%	0	100.00%

MANAGEMENT PEST CONTROL	YEAR-TO-DATE							
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF
Brentwood Manor	1	9	0	1	0	11	72	15.28%
Prairieland Townhouses	1	4	0	9	0	14	66	21.21%
<b>TOTAL AHP PROPERTIES</b>	2	13	0	10	0	25	138	18.12%

# AFFORDABLE HOUSING PRESERVATION (AHP)

## CRIME REPORTING

SAFETY/SECURITY REPORTED CRIMES	VIOLENT CRIMES			THEFT			OTHER CRIMES		
	ASS/BAT	MUR	SEX	BURG	ROB	THEFT	DRUG	PROP	OTHER
Brentwood Manor	1	0	0	0	0	1	0	3	32
Prairieland Townhouses	1	0	0	1	0	0	0	0	36
<b>TOTAL AHP PROPERTIES</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>68</b>

SAFETY/SECURITY CRIME RATES	VIOLENT CRIMES			THEFT CRIMES			DRUG CRIMES		
	KCHA	GBURG	KNOXCO	KCHA	GBURG	KNOXCO	KCHA	GBURG	KNOXCO
Brentwood Manor	689.7	413.6	441.8	689.7	4176.0	1481.3	0.0	829.3	829.3
Prairieland Townhouses	729.9	413.6	441.8	729.9	4176.0	1481.3	0.0	829.3	829.3
<b>TOTAL AHP PROPERTIES</b>	<b>709.2</b>	<b>413.6</b>	<b>441.8</b>	<b>709.2</b>	<b>4176.0</b>	<b>1481.3</b>	<b>0.0</b>	<b>829.3</b>	<b>829.3</b>

## OPERATIONS ASSESSMENT

PHAS ASSESSMENT	YEAR-TO-DATE						DESIGNATION
	P - 100	P - 40	MASS	FASS	CFP	OVERALL	
Brentwood Manor	98.00	39.20	23.00	22.83	10.00	95.03	<b>HIGH PERFORMER</b>
Prairieland Townhouses	98.00	39.20	21.00	2.00	10.00	72.20	<b>STANDARD PERFORMER</b>
<b>TOTAL AHP PROPERTIES</b>	<b>98.00</b>	<b>39.20</b>	<b>22.04</b>	<b>12.87</b>	<b>10.00</b>	<b>84.11</b>	<b>STANDARD PERFORMER</b>

This assessment is based on actual operational data for the current fiscal year.

# AGENCY VISION

## AGENCY VISION

### WHO WE ARE.

The Knox County Housing Authority is a dynamic force in our community, providing high-quality affordable housing opportunities for individuals and families, while promoting self-sufficiency, empowerment, and a sense of community development.

Further, we will partner with other agencies to implement programs and services designed to help our families to not only succeed, but thrive.

### WHAT WE DO.

The KCHA is the largest owner of rental housing in Knox County, Illinois, providing homes to over 1,300 people. We currently have 424 units of public housing – 196 units of family housing and 228 units for single, elderly, and disabled individuals. The agency also oversees 200 Housing Choice Vouchers (Section 8), as well as 138 units of affordable housing. In all, the KCHA provides or funds 762 units of affordable living.

### WHO WE SERVE.

The population we serve is as diverse as the community we live in. Our clients represent a broad range of cultures, backgrounds, and stages in life – from hard working individuals and families to persons with disabilities and special needs to single parents seeking to improve the quality of life for their families.

Each year, the combination of low wages, unemployment, rising housing costs, and generational poverty affects thousands of residents in Knox County. The epidemic has reached crisis-level. The Knox County Housing Authority is here to help.





**Jack P. Ball, Esq.**  
Attorney at Law

A Professional Corporation

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February 22, 2021

Knox County Housing Authority  
Board of Commissioners

Attorneys Report:

1. Review file, prepare summons, complaint, exhibits, affidavit, file and appear in the following FED cases<sup>1</sup>:

Yolanda Daniel (1083 W. Berrien St.)	1 <sup>st</sup> Appr. - CMC 04/13/21
Kristine Curtis (900 W. Dayton St.)	1 <sup>st</sup> Appr. - CMC 04/13/21
James McDonald (449 Iowa Ave.)	1 <sup>st</sup> Appr. - CT Generally

2. Review monthly board packet.

Jack P. Ball, Esq.

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<sup>1</sup> Acronyms: FED - forcible entry and detainer, AO - agreed order, CD - case dismissed, JD for judgment, CT for continued, STI for summons to issue and ASTI for alias summons to issue, CMC case management conference, VMO for voluntary move out, VJCD for vacated judgment case dismissed and BW (Atty Bart Wolek) or TM (Atty Tracey Mergener) for Prairie State Legal Services.