

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Conference Room
8/31/2021
10:00 a.m.

Opening	Roll Call	Chairperson Payton
<input type="checkbox"/> Wayne Allen	Review/Approve Previous Meeting Minutes	Chairperson Payton
<input type="checkbox"/> LaToya Carson	Review/Ratify 07-2021 Financial Reports	Chairperson Payton
<input type="checkbox"/> Jared Hawkinson	Review/Ratify 07-2021 Claims and Bills	Chairperson Payton
<input type="checkbox"/> Lomac Payton	COCC:	\$ 137,330.26
<input type="checkbox"/> Joseph Riley	Moon Towers:	\$ 71,137.19
<input type="checkbox"/> Sara Robison	Family:	\$ 75,240.28
<input type="checkbox"/> Paul H. Stewart	Bluebell:	\$ 20,751.63
<u>Excused:</u>	HCV:	\$ 91,299.29
	Brentwood:	\$ 32,595.84
	Prairieland:	\$ 31,812.79
<u>Others Present:</u>	Capital Fund 2019:	\$ 66,198.18
	Capital Fund 2020:	\$ 300,000.00

Old Business	None	
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New Business	Review/Approve Pay Request #4 to Hein Construction – 504 Modification Phase 3	Derek Antoine
	Review/Approve Selection and Award – RFP P22030 Annual Audit Services	Derek Antoine
	Review/Approve Resolution 2021-06 1 st Qtr. Uncollectible Debt Charge-Offs	Derek Antoine
	Review/Adopt Resolution 2021-07 Capital Fund Program (CFP) Annual and 5-Year Plan Submission	Derek Antoine
	Review/Approve Rent Reasonableness Determination Schedule	Derek Antoine

board agenda

Reports

Executive Director's Report – 07-2021

Derek Antoine

KCHA Legal Counsel Report – 08-2021

Jack Ball

Executive Session

Personnel Discussion

Other Business

Executive Director Performance Appraisal

Chairperson Payton

Adjournment

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
July 27, 2021**

The regular meeting of the Board of Commissioners of the Knox County Housing Authority was held at the Moon Towers Board Room. Roll call was taken, and the following Commissioners were present:

PRESENT: Wayne Allen
 LaToya Carson
 Jared Hawkinson
 Lomac Payton
 Joseph Riley
 Sara Robison
 Paul H. Stewart

EXCUSED:

ARRIVED AFTER ROLL CALL:

ABSENT:

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

Chairperson Payton called the meeting to order at 10:11 a.m.

Chairperson Payton then asked if there were any additions or corrections to the previous meeting's minutes. Chairperson Payton then declared the minutes approved as received.

Chairperson Payton then requested the Board review and ratify the June 2021 financial reports. After brief discussion, Commissioner Hawkinson made a motion to ratify the financial reports for June 2021 as presented; Commissioner Allen seconded. Roll call was taken as follows:

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

Motion Carried, 7-0.

June 2021 claims against the HA Administration in the sum of \$507,032.96; Central Office Cost Center in the sum of \$101,939.08; Moon Towers in the sum of \$61,859.91; Family in the sum of \$83,738.32; Bluebell in the sum of \$16,169.01; Housing Choice Voucher Program in the sum of \$90,615.99; Brentwood (A.H.P.) in the sum of \$26,997.73; Prairieland (A.H.P.) in the sum of \$26,843.70; Capital Fund '19 in the sum of \$98,869.22 and Capital Fund '20 in the sum of \$0.00 were presented for approval. Commissioner Allen made a motion to ratify the claims and bills for June 2021; Commissioner Stewart seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Carson - aye

Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Riley - aye
Commissioner Robison - aye
Commissioner Stewart - aye
Motion Carried, 7-0.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Antoine asked the Board to review and approve Pay Request #3 from Hein Construction for 504 Modification Project Phase 3. Mr. Antoine provided an update of work to date as outlined in the board memo. Alliance Architects has reviewed and signed approval for pay request #3. After brief discussion, Commissioner Hawkinson made a motion to approve Pay Request #3 from Hein Construction for 504 Modification Project Phase 3 in the amount of \$49,736.31; Commissioner Allen seconded. Roll call was taken as follows:

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

Motion Carried, 7-0.

REPORTS

Mr. Antoine provided an update related to updated agency operations related to COVID-19 as well as agency operations in general. He reported that site offices will reopen effective 08/01/2021. Letters will be sent again to tenants regarding unpaid rent balances during COVID. Mr. Antoine also reported that the agency has 15 emergency housing vouchers for homeless individuals and that the agency is working with partner agencies to identify person who could benefit from the vouchers.

The Legal Counsel was included in the board packet. Mr. Ball reported that cases/orders can be filed after 07/31/2021 but no enforcement action will take place until after 08/31/2021. There are two cases to be set for eviction after 08/31/2021.

EXECUTIVE SESSION

The Executive Session was not needed at this meeting. It will be held at the August meeting.

OTHER BUSINESS

The Executive Director performance appraisal will take place at the August meeting. All Commissioners were asked to get their appraisal forms to Vice-Chairperson Hawkinson prior to the next meeting.

The by-laws will be reviewed/amended at the August meeting.

ADJOURNMENT

Commissioner Stewart made a motion to adjourn the meeting at 10:47 a.m.;
Commissioner Allen seconded. Roll call was taken as follows:

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

Motion Carried, 7-0.

Respectfully submitted,

Secretary

COCC

	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$191,423.77	\$470,399.12
Operating Expenses	\$137,330.27	\$383,266.32
Net Revenue Income/(Loss)	\$54,093.50	\$87,132.80

COCC - Cash, Investments, A/R, & A/P **\$1,355,403**

MOON TOWERS

	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$129,634.28	\$365,265.64
Operating Expenses	\$71,137.19	\$253,945.32
Net Revenue Income/(Loss)	\$58,497.09	\$111,320.32

Moon - Cash, Investments, A/R, & A/P \$ 598,046
Minimum Reserve Position \$ 253,945
Over/(Under) minimum reserve position **\$344,101**

FAMILY SITES

	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$193,903.22	\$485,942.35
Operating Expenses	\$75,436.31	\$300,029.74
Net Revenue Income/(Loss)	\$118,466.91	\$185,912.61

Family - Cash, Investments, A/R, & A/P \$ 662,167
Minimum Reserve Position \$ 300,030
Over/(Under) minimum reserve position **\$362,138**

BLUEBELL

	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$63,707.14	\$135,244.94
Operating Expenses	\$20,751.63	\$78,383.11
Net Revenue Income/(Loss)	\$42,955.51	\$56,861.83

Bluebell - Cash, Investments, A/R, & A/P \$ 193,013
Minimum Reserve Position \$ 78,383
Over/(Under) minimum reserve position **\$114,630**

For the month:

- COCC's increase in income is due from receiving \$100,000 from the 2020 Capital Funds Grant for administrative costs and \$40,108 in maintenance fee income.
- Moon Towers' increase in income is due from receiving \$55,000 from the 2020 Capital Funds Grant for operating costs and \$38,519 in operating subsidy.
- Family's increase in income is due from receiving \$103,000 from the 2020 Capital Funds Grant for operating costs and \$71,443 in operating subsidy.
- Bluebell's increase in income is due from receiving \$42,000 from the 2020 Capital Funds Grant for operating costs and \$7,463 in operating subsidy.
- As for expenses, there was three payrolls in the month, paid quarterly pest control, elevator inspections at Moon and Bluebell, asbestos removal at Whispering Hollow, fire pump test and repair circuit board in office at Bluebell.

HOUSING CHOICE VOUCHERS (HCV)

<u>ADMINISTRATIVE</u>	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$11,339.70	\$42,731.37
Operating Expenses	\$15,374.97	\$48,714.86
Net Revenue Income/(Loss)	(\$4,035.27)	(\$5,983.49)

<u>HAP</u>	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$82,007.00	\$307,013.00
Operating Expenses	\$75,431.32	\$311,593.00
Net Revenue Income/(Loss)	\$6,575.68	(\$4,580.00)

Unrestricted Net Position (UNP)

Beginning Balance	\$ 79,800.27
Investment in Fixed Assets	\$ -
Monthly HCV Admin Revenue - Gain/(Loss)	\$ (4,035.27)
Transfer to NRP or Adjustment	\$ -
UNP Ending Balance Per VMS	\$75,765.00

Restricted Net Position (RNP)

Beginning Balance	\$ (7,004.88)
Investment in Fixed Assets	\$ -
Monthly HCV HAP Revenue - Gain/(Loss)	\$ 4,085.00
Transfer from UNP or Adjustment	\$ -
RNP Ending Balance per VMS	(\$2,919.88)

For the Month:

- HCV received \$11,334 in admin subsidy from HUD and had a decrease in revenue of \$4,035.27. There were three payrolls in the month.

For the Month:

- HCV received \$82,007 in HAP subsidy from HUD. The program shows increase in revenue by \$6,575.68 for the month. For HAP, the agency would want to be spending all the HAP funding provided by HUD.

EMERGENCY HOUSING VOUCHERS (EHV)

<u>ADMINISTRATIVE</u>	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$ 33,235.00	\$ 33,235.00
Operating Expenses	\$ 493.00	\$ 493.00
Net Revenue Income/(Loss)	\$32,742.00	\$32,742.00

EHV (UNP)

Beginning Balance	\$ 32,250.00
Monthly EHV Admin Revenue - Gain/(Loss)	\$ 493.00
EHV UNP Ending Balance	\$ 31,757.00

<u>HAP</u>	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$ 6,301.00	\$ 6,301.00
Operating Expenses	\$ -	\$ -
Net Revenue Income/(Loss)	\$6,301.00	\$6,301.00

EHV (RNP)

Beginning Balance	\$ -
Monthly EHV HAP Revenue - Gain/(Loss)	\$ 6,301.00
RNP Ending Balance per VMS	\$ 6,301.00

For the Month:

- EHV received \$985 in admin subsidy from HUD for the month and has received \$32,250 for preliminary and service fees to be used to help fund expense the new program will incur.

For the Month:

- EHV received \$6,301 in HAP subsidy from HUD for the month. EHV is a new voucher program that the agency has taken on to help assist individuals and families who are experiencing homelessness.

BRENTWOOD

	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$33,556.12	\$132,690.20
Operating Expenses	\$32,718.07	\$107,626.25
Net Revenue Income/(Loss)	\$838.05	\$25,063.95

Brentwood's Cash, Investments, A/R, & A/P \$145,588.96

PRAIRIELAND

	<u>July-21</u>	<u>Current YTD</u>
Operating Income	\$29,073.00	\$115,017.25
Operating Expenses	\$31,823.79	\$103,991.50
Net Revenue Income/(Loss)	(\$2,750.79)	\$11,025.75

PrairieLand's Cash, Investments, A/R, & A/P	\$94,665.12
Restricted - Security Deposits	\$416.00
Restricted - Replacement Reserve	(\$177,817.10)
Restricted - Residual Receipts	(\$54,521.30)
PL's Total Cash	(\$137,257.28)

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.

For the month:

- Brentwood's revenue increased \$838.05 for the month with tenant revenue totaling \$32,379.
- PrairieLand's received \$28,540 in tenant revenue with revenue showing a decrease of \$2,750.79 for the month but still in the black as for year-to-date.
- As for expenses, the three payrolls in July along with purchasing a couple of water heaters and tractor rental for mulch at PrairieLand helped contribute to PrairieLand's loss for the month.

Tenant Online Payments

<u>Property Sites</u>	<u>Month</u>	<u>FYE 2022</u>
AMPS - Moon, Family, Bluebell	\$ 7,707.50	\$ 73,142.97
AHP - Brentwood & PrairieLand	\$ 10,344.00	\$ 117,056.20
Housing Choice Voucher	\$ -	\$ 1,066.00
Total PHA	\$ 18,051.50	\$ 191,265.17

IDROP Bad Debt Collection

<u>Property Sites</u>	<u>Month</u>	<u>FYE 2022</u>
AMPS - Moon, Family, Bluebell	\$ 327.54	\$ 21,574.46
AHP - Brentwood & PrairieLand	\$ -	\$ 7,765.20
Housing Choice Voucher	\$ -	\$ 2,022.00
Total PHA	\$ 327.54	\$ 31,361.66

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	15.00	15.00	0.00	60.00	60.00	180.00	0.00
REVENUE							
<u>FEE REVENUE</u>							
Management Fees							
10-1-000-000-3810.000 Management Fee Inc	-41,334.67	-41,301.00	-33.67	-165,204.00	-166,057.77	-495,612.00	-66.49
10-1-000-000-3810.010 Mgmt Fees CFP	-100,000.00	0.00	-100,000.00	0.00	-100,000.00	0.00	
Total Management Fees	-141,334.67	-41,301.00	-100,033.67	-165,204.00	-266,057.77	-495,612.00	-46.32
Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	-4,240.00	-4,240.00	0.00	-16,960.00	-16,960.00	-50,880.00	-66.67
Total Asset Management Fees	-4,240.00	-4,240.00	0.00	-16,960.00	-16,960.00	-50,880.00	-66.67
Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,692.50	-5,652.00	-40.50	-22,608.00	-22,800.00	-67,824.00	-66.38
Total Book Keeping Fees	-5,692.50	-5,652.00	-40.50	-22,608.00	-22,800.00	-67,824.00	-66.38
Fee-For-Service							
10-1-000-000-3850.000 Inspection Income	0.00	-1,321.00	1,321.00	-5,284.00	0.00	-15,852.00	-100.00
10-1-000-000-3850.005 Maint Fee Income	-40,108.00	-59,630.00	19,522.00	-238,520.00	-164,413.39	-715,560.00	-77.02
Total Fee-For-Service	-40,108.00	-60,951.00	20,843.00	-243,804.00	-164,413.39	-731,412.00	-77.52
Other Fees							
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	
TOTAL FEE REVENUE	-191,375.17	-112,144.00	-79,231.17	-448,576.00	-470,231.16	-1,345,728.00	-65.06
<u>OTHER REVENUE</u>							
Other Grants & Investment Income							
10-1-000-000-3404.000 Revenue-other gov grants	0.00	-8,333.33	8,333.33	-33,333.32	0.00	-100,000.00	-100.00
10-1-000-000-3610.000 Interest Income	-48.60	-40.00	-8.60	-160.00	-167.96	-480.00	-65.01
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	-48.60	-8,373.33	8,324.73	-33,493.32	-167.96	-100,480.00	-99.83
Other Revenue							
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	
10-1-000-000-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE	-48.60	-8,373.33	8,324.73	-33,493.32	-167.96	-100,480.00	-99.83
TOTAL REVENUE	-191,423.77	-120,517.33	-70,906.44	-482,069.32	-470,399.12	-1,446,208.00	-67.47

EXPENSES

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>ADMINISTRATIVE</u>							
Administrative Salaries							
10-1-000-000-4110.000 Admin Salaries	47,715.30	49,100.00	-1,384.70	147,290.00	132,572.55	425,500.00	-68.84
10-1-000-000-4110.200 Admin - Other Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries	47,715.30	49,100.00	-1,384.70	147,290.00	132,572.55	425,500.00	-68.84
Administrative Benefits							
10-1-000-000-4110.500 Emp Benefit - Admin	13,463.65	17,250.00	-3,786.35	51,750.00	40,367.26	149,500.00	-73.00
10-1-000-000-4110.550 Benefit - Life Ins.	483.86	500.00	-16.14	2,000.00	3,073.80	6,000.00	-48.77
Total Administrative Benefits	13,947.51	17,750.00	-3,802.49	53,750.00	43,441.06	155,500.00	-72.06
Fee Expenses							
10-1-000-000-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	2,500.00	-100.00
Total Fee Expenses	0.00	0.00	0.00	0.00	0.00	2,500.00	-100.00
Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	45.00	-45.00	180.00	144.40	540.00	-73.26
Total Advertising & Marketing	0.00	45.00	-45.00	180.00	144.40	540.00	-73.26
Office Expense							
10-1-000-000-4140.000 Training - Staff	0.00	3,000.00	-3,000.00	4,900.00	239.00	12,100.00	-98.02
10-1-000-000-4180.000 Telephone	564.64	500.00	64.64	2,000.00	2,835.05	6,000.00	-52.75
10-1-000-000-4190.000 Other Sundry	0.00	125.00	-125.00	500.00	131.74	1,500.00	-91.22
10-1-000-000-4190.100 Postage	651.95	135.00	516.95	540.00	1,608.91	1,620.00	-0.68
10-1-000-000-4190.200 Office Supplies	15.14	100.00	-84.86	400.00	110.84	1,200.00	-90.76
10-1-000-000-4190.250 Office Furniture	87.00	0.00	87.00	0.00	4,855.23	0.00	
10-1-000-000-4190.300 Paper Supplies	0.00	95.00	-95.00	380.00	0.00	1,140.00	-100.00
10-1-000-000-4190.400 Printing/printers	0.00	75.00	-75.00	300.00	0.00	900.00	-100.00
10-1-000-000-4190.401 Printing Supplies	0.00	100.00	-100.00	400.00	779.32	1,200.00	-35.06
10-1-000-000-4190.500 Printer/Copier Supp-Cont	185.98	195.00	-9.02	780.00	557.94	2,340.00	-76.16
10-1-000-000-4190.550 Computers	0.00	0.00	0.00	0.00	1,545.00	0.00	
10-1-000-000-4190.600 Publications	0.00	83.00	-83.00	332.00	0.00	996.00	-100.00
10-1-000-000-4190.700 Member Dues/Fees	0.00	1,000.00	-1,000.00	4,000.00	0.00	12,000.00	-100.00
10-1-000-000-4190.800 Internet Services	187.88	166.67	21.21	666.68	473.10	2,000.00	-76.35
10-1-000-000-4190.850 IT Support	1,615.25	300.00	1,315.25	1,200.00	2,613.15	3,600.00	-27.41
Total Office Expense	3,307.84	5,874.67	-2,566.83	16,398.68	15,749.28	46,596.00	-66.20
Legal Expense							
10-1-000-000-4130.000 Legal Expense	800.00	800.00	0.00	3,200.00	2,400.00	10,200.00	-76.47
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	800.00	800.00	0.00	3,200.00	2,400.00	10,200.00	-76.47
Travel Expense							
10-1-000-000-4150.000 Travel - Staff	0.00	1,500.00	-1,500.00	1,800.00	0.00	10,000.00	-100.00
10-1-000-000-4150.010 Travel - Commissioners	0.00	2,500.00	-2,500.00	2,800.00	0.00	10,000.00	-100.00
10-1-000-000-4150.100 Mileage - Admin	0.00	30.00	-30.00	120.00	0.00	360.00	-100.00
Total Travel Expense	0.00	4,030.00	-4,030.00	4,720.00	0.00	20,360.00	-100.00
Other Expense							
10-1-000-000-4140.010 Training-Commissioners	0.00	4,500.00	-4,500.00	5,700.00	0.00	10,000.00	-100.00
10-1-000-000-4160.000 Consulting Services	1,777.00	1,250.00	527.00	5,000.00	4,948.00	15,000.00	-67.01
10-1-000-000-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4190.950 Background Verification	0.00	20.00	-20.00	80.00	0.00	240.00	-100.00
Total Other Expense	1,777.00	5,770.00	-3,993.00	10,780.00	4,948.00	25,240.00	-80.40
TOTAL OPERATING EXPENSE - Admin	67,547.65	83,369.67	-15,822.02	236,318.68	199,255.29	686,436.00	-70.97

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>UTILITIES EXPENSE</u>							
Utilities Expense							
10-1-000-000-4310.000 Water	20.91	17.00	3.91	121.00	60.23	327.00	-81.58
10-1-000-000-4315.000 Sewer	12.48	10.00	2.48	40.00	31.20	120.00	-74.00
10-1-000-000-4320.000 Electric	298.77	252.00	46.77	467.00	441.02	2,754.00	-83.99
10-1-000-000-4330.000 Gas	117.45	53.00	64.45	377.00	474.37	2,285.00	-79.24
Total Utilites Expense	449.61	332.00	117.61	1,005.00	1,006.82	5,486.00	-81.65
TOTAL UTILITIES EXPENSE	449.61	332.00	117.61	1,005.00	1,006.82	5,486.00	-81.65
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-000-4410.000 Maint Labor	48,089.28	58,785.00	-10,695.72	176,352.00	131,757.32	509,460.00	-74.14
10-1-000-000-4410.100 Maint Labor - OT	1,457.26	928.00	529.26	3,712.00	3,257.26	11,136.00	-70.75
10-1-000-000-4410.200 Maint Labor-Part-Time	1,824.65	0.00	1,824.65	0.00	2,211.67	0.00	
Total Maintenance - Labor & OT	51,371.19	59,713.00	-8,341.81	180,064.00	137,226.25	520,596.00	-73.64
Benefit Contributions - Maintenance							
10-1-000-000-4410.500 Maint Emp Benefit	15,968.87	23,363.00	-7,394.13	70,088.00	46,643.00	202,476.00	-76.96
Total Benefit Contributions - Maint.	15,968.87	23,363.00	-7,394.13	70,088.00	46,643.00	202,476.00	-76.96
Maintenance - Materials/Supplies							
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	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.050 Landscape/Grounds Sup	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.060 Maint - Supplies-BB	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.070 Electrical Supplies	8.28	0.00	8.28	0.00	8.28	0.00	
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	30.00	-30.00	120.00	0.00	360.00	-100.00
10-1-000-000-4420.110 Routine Maint. Supplies	0.00	10.00	-10.00	40.00	6.72	120.00	-94.40
10-1-000-000-4420.120 Other Misc Supply	0.00	0.00	0.00	0.00	0.00	0.00	
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	20.00	-20.00	80.00	10.71	240.00	-95.54
Total Maintenance - Materials/Supplies	8.28	60.00	-51.72	240.00	25.71	720.00	-96.43
Maintenance - Contracts							
10-1-000-000-4430.000 Maint Labor Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.010 Garbage & Trash Cont	0.00	50.00	-50.00	100.00	45.00	300.00	-85.00
10-1-000-000-4430.020 Heating&Cooling Cont	0.00	42.00	-42.00	168.00	0.00	500.00	-100.00
10-1-000-000-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.050 Landscape & Grds Cont	0.00	20.00	-20.00	80.00	0.00	240.00	-100.00
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	0.00	0.00	0.00	4.14	0.00	
10-1-000-000-4430.080 Plumbing Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.090 Extermination Cont	87.74	90.00	-2.26	180.00	175.48	360.00	-51.26
10-1-000-000-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.110 Routine Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.120 Other Misc Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.200 Copiers	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	87.74	202.00	-114.26	528.00	224.62	1,400.00	-83.96
TOTAL MAINTENANCE EXPENSES	67,436.08	83,338.00	-15,901.92	250,920.00	184,119.58	725,192.00	-74.61

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
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	0.00	0.00	
Total Protective Services - Contract	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PROTECTIVE SERVICES EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expense							
10-1-000-000-4510.010 Property Insurance	89.55	91.00	-1.45	364.00	358.20	1,095.00	-67.29
10-1-000-000-4510.015 Equipment Insurance	11.49	12.00	-0.51	48.00	45.96	140.00	-67.17
10-1-000-000-4510.020 Liability Insurance	36.10	37.00	-0.90	148.00	144.40	441.00	-67.26
10-1-000-000-4510.025 PE & PO Insurance	308.70	315.00	-6.30	1,260.00	1,234.80	3,774.00	-67.28
10-1-000-000-4510.030 Work Comp Insurance	1,106.52	1,127.00	-20.48	4,508.00	4,426.08	13,527.00	-67.28
10-1-000-000-4510.035 Auto Insurance	41.93	43.00	-1.07	172.00	167.72	513.00	-67.31
10-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expense	1,594.29	1,625.00	-30.71	6,500.00	6,377.16	19,490.00	-67.28
TOTAL INSURANCE PREMIUMS EXPENSE	1,594.29	1,625.00	-30.71	6,500.00	6,377.16	19,490.00	-67.28
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	-7,802.67	2,400.00	-425.11
Total General Expenses	0.00	0.00	0.00	0.00	-7,802.67	2,400.00	-425.11
TOTAL OTHER GENERAL EXPENSES	0.00	0.00	0.00	0.00	-7,802.67	2,400.00	-425.11
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	137,027.63	168,664.67	-31,637.04	494,743.68	382,956.18	1,439,004.00	-73.39
NET REVENUE/EXPENSE (GAIN/-LOSS)	-54,396.14	48,147.34	-102,543.48	12,674.36	-87,442.94	-7,204.00	1,113.81

MISCELLANEOUS EXPENSE

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Extraordinary Expense							
10-1-000-000-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
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	
Casualty Expense							
Total Casualty Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-000-4800.000 Depreciation Exp COCC	45.00	760.50	-715.50	3,042.00	180.00	9,126.00	-98.03
Total Depreciation Expense	45.00	760.50	-715.50	3,042.00	180.00	9,126.00	-98.03
TOTAL MISCELLANEOUS EXPENSES	45.00	760.50	-715.50	3,042.00	180.00	9,126.00	-98.03
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers In/Out							
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	
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (gain)/loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	
EXCESS REVENUE/EXPENSE GAIN/-LOSS	-54,351.14	48,907.84	-103,258.98	15,716.36	-87,262.94	1,922.00	-4,640.22

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	177.00	177.00	0.00	708.00	708.00	2,124.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	-33,920.50	-33,500.00	-420.50	-134,000.00	-134,350.50	-402,000.00	-66.58
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-33,920.50	-33,500.00	-420.50	-134,000.00	-134,350.50	-402,000.00	-66.58
Tenant Revenue - Other							
10-1-000-001-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3130.000 Cable TV Income	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	0.00	-150.00	150.00	-600.00	-300.00	-1,800.00	-83.33
10-1-000-001-3690.000 Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.100 Late Fees	-500.00	-300.00	-200.00	-1,200.00	-2,150.00	-3,600.00	-40.28
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	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.150 Laundry Income	-1,266.60	-1,100.00	-166.60	-4,400.00	-5,115.33	-13,200.00	-61.25
10-1-000-001-3690.160 Vending Machine Inc	-80.54	-150.00	69.46	-600.00	-421.45	-1,800.00	-76.59
10-1-000-001-3690.180 Labor	-284.02	-300.00	15.98	-1,200.00	-1,174.02	-3,600.00	-67.39
10-1-000-001-3690.200 Materials	-47.71	-50.00	2.29	-200.00	-100.18	-600.00	-83.30
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-2,178.87	-2,050.00	-128.87	-8,200.00	-9,260.98	-24,600.00	-62.35
TOTAL TENANT REVENUE	-36,099.37	-35,550.00	-549.37	-142,200.00	-143,611.48	-426,600.00	-66.34
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-38,519.00	-32,735.00	-5,784.00	-130,940.00	-161,917.00	-392,820.00	-58.78
10-1-000-001-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total HUD PH Operating Subsidy	-38,519.00	-32,735.00	-5,784.00	-130,940.00	-161,917.00	-392,820.00	-58.78
Other Grants & Investment Income							
10-1-000-001-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3404.010 Other Inc - Operations	-55,000.00	0.00	-55,000.00	-55,000.00	-55,000.00	-55,000.00	0.00
10-1-000-001-3610.000 Interest Income	-15.91	-25.00	9.09	-100.00	-82.07	-300.00	-72.64
Total Other Grants & Investment Income	-55,015.91	-25.00	-54,990.91	-55,100.00	-55,082.07	-55,300.00	-0.39
Other Revenue							
10-1-000-001-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.005 Income from Amps	0.00	-350.00	350.00	-1,250.00	-4,655.09	-7,550.00	-38.34
10-1-000-001-3850.120 Other Misc Inc.	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	-350.00	350.00	-1,250.00	-4,655.09	-7,550.00	-38.34
TOTAL OTHER REVENUE	-93,534.91	-33,110.00	-60,424.91	-187,290.00	-221,654.16	-455,670.00	-51.36
TOTAL REVENUE	-129,634.28	-68,660.00	-60,974.28	-329,490.00	-365,265.64	-882,270.00	-58.60

EXPENSES

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.126 Vehicle Supplies	141.31	79.17	62.14	316.68	382.48	950.00	-59.74
10-1-000-001-4420.130 Security Supplies	0.00	66.67	-66.67	266.68	0.00	800.00	-100.00
Total Maintenance - Materials/Supplies	1,828.23	4,003.34	-2,175.11	16,238.36	7,675.47	37,290.00	-79.42
Maintenance - Contracts							
10-1-000-001-4430.000 Maint Labor Contract	50,291.07	0.00	50,291.07	0.00	50,291.07	0.00	
10-1-000-001-4430.010 Garbage & Trash Con	454.53	385.00	69.53	1,555.00	1,663.48	4,665.00	-64.34
10-1-000-001-4430.020 Heating & Cooling Cont	422.55	375.00	47.55	1,500.00	8,261.96	4,500.00	83.60
10-1-000-001-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.040 Elevator Maint Cont	1,327.31	0.00	1,327.31	4,600.00	5,439.47	18,500.00	-70.60
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	390.00	701.00	780.00	-10.13
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	125.00	-125.00	500.00	8.28	1,500.00	-99.45
10-1-000-001-4430.080 Plumbing Contracts	1,737.82	208.00	1,529.82	832.00	2,258.56	2,500.00	-9.66
10-1-000-001-4430.090 Extermination Contracts	3,236.34	1,500.00	1,736.34	4,050.00	8,222.68	11,700.00	-29.72
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 Maint Cont	679.62	1,416.00	-736.38	5,667.00	3,355.60	17,000.00	-80.26
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	100.00	-100.00	400.00	1,604.00	1,200.00	33.67
10-1-000-001-4430.121 Laundry Equip Contract	0.00	29.00	-29.00	116.00	0.00	350.00	-100.00
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	375.00	0.00	1,500.00	-100.00
Total Maintenance - Contracts	58,149.24	4,138.00	54,011.24	19,985.00	81,806.10	64,195.00	27.43
TOTAL MAINTENANCE EXPENSES	22,301.20	27,761.34	-5,460.14	114,703.36	92,692.46	336,925.00	-72.49
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	531.67	650.00	-118.33	1,300.00	985.45	2,600.00	-62.10
10-1-000-001-4480.100 ADT Contract	0.00	0.00	0.00	220.00	217.40	880.00	-75.30
10-1-000-001-4480.500 Security Contract	0.00	84.00	-84.00	336.00	3,334.20	1,000.00	233.42
Total Protective Services - Contract	531.67	734.00	-202.33	1,856.00	4,537.05	4,480.00	1.27
TOTAL PROTECTIVE SERVICES EXPENSE	531.67	734.00	-202.33	1,856.00	4,537.05	4,480.00	1.27
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-001-4510.010 Property	3,044.84	3,108.00	-63.16	12,434.00	12,179.36	37,300.00	-67.35
10-1-000-001-4510.015 Equipment Insurance	135.55	143.00	-7.45	572.00	542.20	1,716.00	-68.40
10-1-000-001-4510.020 Liability Insurance	425.92	442.00	-16.08	1,768.00	1,703.68	5,304.00	-67.88
10-1-000-001-4510.025 PE & PO Insurance	226.45	235.00	-8.55	940.00	905.80	2,820.00	-67.88
10-1-000-001-4510.030 Work Comp Insurance	643.52	660.00	-16.48	2,640.00	2,574.08	7,920.00	-67.50
10-1-000-001-4510.035 Auto Insurance	41.93	43.00	-1.07	172.00	167.72	516.00	-67.50
10-1-000-001-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	4,518.21	4,631.00	-112.79	18,526.00	18,072.84	55,576.00	-67.48
TOTAL INSURANCE PREMIUMS EXPENSE	4,518.21	4,631.00	-112.79	18,526.00	18,072.84	55,576.00	-67.48

GENERAL EXPENSES

General Expenses

Date:

Time:

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	-3,309.72	0.00	
Total General Expenses	0.00	0.00	0.00	0.00	-3,309.72	0.00	
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-001-4520.000 Pay in lieu of Tax	2,519.70	2,478.00	41.70	9,499.00	10,995.01	28,103.00	-60.88
Total Payment In Lieu Of Taxes - PILOT	2,519.70	2,478.00	41.70	9,499.00	10,995.01	28,103.00	-60.88
Bad Debt Write-Offs - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	216.39	547.00	-330.61	480.00	-773.49	6,842.00	-111.31
Total Bad Debt Write-Offs - Tenant Rents	216.39	547.00	-330.61	480.00	-773.49	6,842.00	-111.31
TOTAL OTHER GENERAL EXPENSES	2,736.09	3,025.00	-288.91	9,979.00	6,911.80	34,945.00	-80.22
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	71,137.19	68,617.51	2,519.68	281,402.04	253,929.78	876,601.00	-71.03
NET (REVENUE)/EXPENSE	-58,497.09	-42.49	-58,454.60	-48,087.96	-111,335.86	-5,669.00	1,863.94

MISCELLANEOUS EXPENSE

Extraordinary Expense

Date:

Time:

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4610.030 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	
Casualty Losses - Non-capitalized							
10-1-000-001-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4620.030 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	
Depreciation Expense							
10-1-000-001-4800.000 Depreciation Exp MT	14,500.00	14,500.00	0.00	58,000.00	58,000.00	174,000.00	-66.67
Total Depreciation Expense	14,500.00	14,500.00	0.00	58,000.00	58,000.00	174,000.00	-66.67
TOTAL MISCELLANEOUS EXPENSES	14,500.00	14,500.00	0.00	58,000.00	58,000.00	174,000.00	-66.67
TOTAL EXPENSES	-43,997.09	14,457.51	-58,454.60	9,912.04	-53,335.86	168,331.00	-131.69
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
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	
Operating Transfers In/Out							
10-1-000-001-7010.000 Prov Oper Reserve	0.00	-14,500.00	14,500.00	-58,000.00	0.00	-174,000.00	-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	-14,500.00	14,500.00	-58,000.00	0.00	-174,000.00	-100.00
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (Gain)/Loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-14,500.00	14,500.00	-58,000.00	0.00	-174,000.00	-100.00
EXCESS (REVENUE)/EXPENSE	-43,997.09	-42.49	-43,954.60	-48,087.96	-53,335.86	-5,669.00	840.83

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	196.00	196.00	0.00	784.00	784.00	2,352.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	-17,015.00	-13,000.00	-4,015.00	-58,000.00	-62,797.82	-180,000.00	-65.11
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-17,015.00	-13,000.00	-4,015.00	-58,000.00	-62,797.82	-180,000.00	-65.11
Tenant Revenue - Other							
10-1-000-002-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3130.000 Cable TV Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3190.000 Nondwell Rent	802.00	0.00	802.00	0.00	802.00	0.00	
10-1-000-002-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.000 Other Income	-56.17	-250.00	193.83	-1,000.00	-2,778.62	-3,000.00	-7.38
10-1-000-002-3690.100 Late Fees	-950.00	0.00	-950.00	0.00	-3,150.00	-5,950.00	-47.06
10-1-000-002-3690.120 Violation Fees	-405.00	-262.00	-143.00	-1,048.00	-2,717.00	-3,144.00	-13.58
10-1-000-002-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.140 Returned Check Charge	0.00	0.00	0.00	-25.00	0.00	-100.00	-100.00
10-1-000-002-3690.150 Laundry Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.160 Vending Machine Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.180 Labor	-1,412.50	-1,000.00	-412.50	-4,000.00	-6,063.50	-12,000.00	-49.47
10-1-000-002-3690.200 Materials	-282.24	-500.00	217.76	-2,000.00	-1,157.19	-6,000.00	-80.71
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	-2,303.91	-2,012.00	-291.91	-8,073.00	-15,064.31	-30,194.00	-50.11
TOTAL TENANT REVENUE	-19,318.91	-15,012.00	-4,306.91	-66,073.00	-77,862.13	-210,194.00	-62.96
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-71,443.00	-66,661.00	-4,782.00	-266,644.00	-296,022.00	-799,932.00	-62.99
10-1-000-002-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total HUD PH Operating Subsidy	-71,443.00	-66,661.00	-4,782.00	-266,644.00	-296,022.00	-799,932.00	-62.99
Other Grants & Investment Income							
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	-103,000.00	-8,583.00	-94,417.00	-34,333.00	-103,000.00	-103,000.00	0.00
10-1-000-002-3610.000 Interest Income	-16.31	-20.00	3.69	-80.00	-79.22	-270.00	-70.66
Total Other Grants & Investment Income	-103,016.31	-8,603.00	-94,413.31	-34,413.00	-103,079.22	-103,270.00	-0.18
Other Revenue							
10-1-000-002-3195.000 Day Care Income	-125.00	-125.00	0.00	-500.00	-500.00	-1,500.00	-66.67
10-1-000-002-3850.005 Income from Amps	0.00	-45.00	45.00	-180.00	-5,079.00	-540.00	840.56
10-1-000-002-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	-3,400.00	0.00	
Total Other Revenue	-125.00	-170.00	45.00	-680.00	-8,979.00	-2,040.00	340.15
TOTAL OTHER REVENUE	-174,584.31	-75,434.00	-99,150.31	-301,737.00	-408,080.22	-905,242.00	-54.92
TOTAL REVENUE	-193,903.22	-90,446.00	-103,457.22	-367,810.00	-485,942.35	-1,115,436.00	-56.43
EXPENSES							

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-002-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.126 Vehicle Supplies	-5.02	380.00	-385.02	1,520.00	1,398.41	4,560.00	-69.33
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Materials/Supplies	3,708.55	4,465.00	-756.45	15,670.00	15,474.43	56,424.00	-72.57
Maintenance - Contracts							
10-1-000-002-4430.000 Maint Labor Contract	102,467.38	0.00	102,467.38	0.00	102,467.38	0.00	
10-1-000-002-4430.010 Garbage&Trash Cont	156.00	250.00	-94.00	1,000.00	369.00	3,000.00	-87.70
10-1-000-002-4430.020 Heating&Cooling Cont	980.91	210.00	770.91	840.00	980.91	2,520.00	-61.08
10-1-000-002-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.040 Elevator Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.050 Landscape & Grds Cont	0.00	5,000.00	-5,000.00	15,100.00	9,600.00	15,400.00	-37.66
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	0.00	0.00	0.00	572.48	0.00	
10-1-000-002-4430.080 Plumbing Contracts	1,052.95	833.33	219.62	3,333.32	4,937.94	10,000.00	-50.62
10-1-000-002-4430.090 Extermination Contracts	0.00	850.00	-850.00	3,400.00	1,569.80	10,200.00	-84.61
10-1-000-002-4430.100 Reg Contracts	0.00	100.00	-100.00	400.00	0.00	1,200.00	-100.00
10-1-000-002-4430.110 Routine Maint Contr	7,534.00	839.00	6,695.00	3,356.00	7,534.00	10,068.00	-25.17
10-1-000-002-4430.120 Other Misc Cont Cost	0.00	2,051.00	-2,051.00	8,204.00	0.00	24,612.00	-100.00
10-1-000-002-4430.121 Laundry Equip Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.126 Vehicle Maint Cont	64.43	0.00	64.43	450.00	213.29	1,800.00	-88.15
Total Maintenance - Contracts	112,255.67	10,133.33	102,122.34	36,083.32	128,244.80	78,800.00	62.75
TOTAL MAINTENANCE EXPENSES	36,919.34	50,017.33	-13,097.99	193,429.32	148,881.37	560,252.00	-73.43
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	588.75	225.00	363.75	900.00	1,091.25	2,700.00	-59.58
10-1-000-002-4480.100 ADT Contract	0.00	0.00	0.00	508.00	488.07	2,032.00	-75.98
10-1-000-002-4480.500 Security Contract	0.00	792.00	-792.00	3,168.00	0.00	9,504.00	-100.00
Total Protective Services - Contract	588.75	1,017.00	-428.25	4,576.00	1,579.32	14,236.00	-88.91
TOTAL PROTECTIVE SERVICES EXPENSE	588.75	1,017.00	-428.25	4,576.00	1,579.32	14,236.00	-88.91
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-002-4510.010 Property Ins	3,044.84	3,108.00	-63.16	12,432.00	12,179.36	37,296.00	-67.34
10-1-000-002-4510.015 Equipment Insurance	150.29	158.00	-7.71	632.00	601.16	1,896.00	-68.29
10-1-000-002-4510.020 Liability Ins	472.24	483.00	-10.76	1,932.00	1,888.96	5,796.00	-67.41
10-1-000-002-4510.025 PE & PO Insurance	329.36	342.00	-12.64	1,368.00	1,317.44	4,104.00	-67.90
10-1-000-002-4510.030 Work Comp Insurance	1,001.42	1,025.00	-23.58	4,100.00	4,005.68	12,300.00	-67.43
10-1-000-002-4510.035 Auto Insurance	209.63	217.00	-7.37	868.00	838.52	2,604.00	-67.80
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	5,207.78	5,333.00	-125.22	21,332.00	20,831.12	63,996.00	-67.45
TOTAL INSURANCE PREMIUMS EXPENSE	5,207.78	5,333.00	-125.22	21,332.00	20,831.12	63,996.00	-67.45

GENERAL EXPENSES

General Expenses

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
July, 2021

Page: 5
Rpt File: F:\HMS\REPORTS\KNOXOS.QRP

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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	1,982.65	-2,500.00	-179.31
Total General Expenses	0.00	0.00	0.00	0.00	1,982.65	-2,500.00	-179.31
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-002-4520.000 Pay in lieu of Tax	1,456.26	1,764.75	-308.49	7,059.00	5,818.81	21,177.00	-72.52
Total Payment In Lieu Of Taxes - PILOT	1,456.26	1,764.75	-308.49	7,059.00	5,818.81	21,177.00	-72.52
Bad Debt Write-Offs - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	-188.99	2,765.00	-2,953.99	-8,597.00	161.48	11,633.00	-98.61
Total Bad Debt Write-Offs - Tenant Rents	-188.99	2,765.00	-2,953.99	-8,597.00	161.48	11,633.00	-98.61
TOTAL OTHER GENERAL EXPENSES	1,267.27	4,529.75	-3,262.48	-1,538.00	7,962.94	30,310.00	-73.73
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	75,436.31	95,588.08	-20,151.77	358,867.32	300,029.74	1,115,282.00	-73.10
NET (REVENUE)/EXPENSE	-118,466.91	5,142.08	-123,608.99	-8,942.68	-185,912.61	-154.00	120,622.47

MISCELLANEOUS EXPENSE
Extraordinary Expense

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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	
Casualty Losses - Non-capitalized							
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	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-002-4800.000 Depreciation Exp Fam	29,000.00	31,000.00	-2,000.00	124,000.00	116,000.00	372,000.00	-68.82
Total Depreciation Expense	29,000.00	31,000.00	-2,000.00	124,000.00	116,000.00	372,000.00	-68.82
TOTAL MISCELLANEOUS EXPENSES	29,000.00	31,000.00	-2,000.00	124,000.00	116,000.00	372,000.00	-68.82
TOTAL EXPENSES	-89,466.91	36,142.08	-125,608.99	115,057.32	-69,912.61	371,846.00	-118.80
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
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	
Operating Transfers In/Out							
10-1-000-002-7010.000 Prov Oper Reserve	0.00	-31,000.00	31,000.00	-124,000.00	0.00	-372,000.00	-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	-31,000.00	31,000.00	-124,000.00	0.00	-372,000.00	-100.00
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (Gain)/Loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-31,000.00	31,000.00	-124,000.00	0.00	-372,000.00	-100.00
EXCESS (REVENUE)/EXPENSE	-89,466.91	5,142.08	-94,608.99	-8,942.68	-69,912.61	-154.00	45,297.80

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	51.00	51.00	0.00	204.00	204.00	612.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	-13,462.00	-13,500.00	38.00	-54,000.00	-53,604.00	-162,000.00	-66.91
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-13,462.00	-13,500.00	38.00	-54,000.00	-53,604.00	-162,000.00	-66.91
Tenant Revenue - Other							
10-1-000-006-3120.000 Excess Utilities	-25.00	0.00	-25.00	0.00	-50.00	0.00	
10-1-000-006-3130.000 Cable TV Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3190.000 Nondwell Rent	0.00	-25.00	25.00	-50.00	0.00	-75.00	-100.00
10-1-000-006-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.000 Other Income	-25.00	-42.00	17.00	-167.00	95.00	-500.00	-119.00
10-1-000-006-3690.100 Late Fees	-75.00	-25.00	-50.00	-100.00	-350.00	-300.00	16.67
10-1-000-006-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.140 Returned Check Charge	-25.00	2.08	-27.08	8.32	-25.00	25.00	-200.00
10-1-000-006-3690.150 Laundry Income	-507.00	-540.00	33.00	-2,160.00	-1,440.67	-6,480.00	-77.77
10-1-000-006-3690.160 Vending Machine Inc	-66.38	-20.00	-46.38	-80.00	-127.47	-240.00	-46.89
10-1-000-006-3690.180 Labor	-30.00	-40.00	10.00	-160.00	-257.50	-480.00	-46.35
10-1-000-006-3690.200 Materials	-24.06	-10.00	-14.06	-40.00	-37.95	-120.00	-68.38
10-1-000-006-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-777.44	-699.92	-77.52	-2,748.68	-2,193.59	-8,170.00	-73.15
TOTAL TENANT REVENUE	-14,239.44	-14,199.92	-39.52	-56,748.68	-55,797.59	-170,170.00	-67.21
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-006-8020.000 Oper Sub - Curr Yr	-7,463.00	-4,803.00	-2,660.00	-19,212.00	-36,751.00	-57,636.00	-36.24
10-1-000-006-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total HUD PH Operating Subsidy	-7,463.00	-4,803.00	-2,660.00	-19,212.00	-36,751.00	-57,636.00	-36.24
Other Grants & Investment Income							
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	-42,000.00	0.00	-42,000.00	-42,000.00	-42,000.00	-42,000.00	0.00
10-1-000-006-3610.000 Interest Income	-4.70	-8.00	3.30	-32.00	-24.35	-96.00	-74.64
Total Other Grants & Investment Income	-42,004.70	-8.00	-41,996.70	-42,032.00	-42,024.35	-42,096.00	-0.17
Other Revenue							
10-1-000-006-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.005 Income from Amps	0.00	0.00	0.00	0.00	-672.00	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	0.00	0.00	0.00	-672.00	0.00	
TOTAL OTHER REVENUE	-49,467.70	-4,811.00	-44,656.70	-61,244.00	-79,447.35	-99,732.00	-20.34
TOTAL REVENUE	-63,707.14	-19,010.92	-44,696.22	-117,992.68	-135,244.94	-269,902.00	-49.89

EXPENSES

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-006-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.126 Vehicle Supplies	18.00	0.00	18.00	0.00	18.00	0.00	
10-1-000-006-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Materials/Supplies	255.44	1,033.00	-777.56	4,131.00	2,714.22	12,590.00	-78.44
Maintenance - Contracts							
10-1-000-006-4430.000 Maint Labor Contract	19,320.72	0.00	19,320.72	0.00	19,320.72	0.00	
10-1-000-006-4430.010 Garbage & Trash Cont	307.75	250.00	57.75	1,000.00	972.45	3,000.00	-67.59
10-1-000-006-4430.020 Heating & Cooling Cont	0.00	750.00	-750.00	3,000.00	231.57	9,000.00	-97.43
10-1-000-006-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	875.00	-100.00
10-1-000-006-4430.040 Elevator Maint Cont	605.00	0.00	605.00	1,075.00	1,672.70	4,300.00	-61.10
10-1-000-006-4430.050 Landscape & Grds Cont	348.00	0.00	348.00	100.00	696.00	300.00	132.00
10-1-000-006-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4430.070 Electrical Contracts	0.00	50.00	-50.00	200.00	24.78	600.00	-95.87
10-1-000-006-4430.080 Plumbing Contracts	722.25	670.00	52.25	2,680.00	996.65	8,040.00	-87.60
10-1-000-006-4430.090 Extermination Contracts	327.42	0.00	327.42	680.00	327.42	2,020.00	-83.79
10-1-000-006-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4430.110 Routing Maint Cont	1,529.54	479.00	1,050.54	1,917.00	2,038.68	5,750.00	-64.54
10-1-000-006-4430.120 Other Misc. Cont Cost	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4430.121 Laundry Equip Contract	0.00	37.50	-37.50	150.00	120.00	450.00	-73.33
10-1-000-006-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	23,160.68	2,236.50	20,924.18	10,802.00	26,400.97	34,335.00	-23.11
TOTAL MAINTENANCE EXPENSES	8,559.46	7,911.50	647.96	33,501.00	29,824.27	102,629.00	-70.94
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-006-4480.000 Police Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4480.100 ADT Contract	0.00	636.00	-636.00	1,272.00	629.21	2,544.00	-75.27
10-1-000-006-4480.500 Security Contract	800.00	75.00	725.00	300.00	6,582.00	900.00	631.33
Total Protective Services - Contract	800.00	711.00	89.00	1,572.00	7,211.21	3,444.00	109.38
TOTAL PROTECTIVE SERVICES EXPENSE	800.00	711.00	89.00	1,572.00	7,211.21	3,444.00	109.38
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-006-4510.010 Property Insurance	985.10	1,010.33	-25.23	4,041.32	3,940.40	12,124.00	-67.50
10-1-000-006-4510.015 Equipment Insurance	39.37	70.00	-30.63	280.00	157.48	840.00	-81.25
10-1-000-006-4510.020 Liability Insurance	123.72	40.00	83.72	160.00	494.88	480.00	3.10
10-1-000-006-4510.025 PE & PO Insurance	61.72	175.00	-113.28	700.00	246.88	2,100.00	-88.24
10-1-000-006-4510.030 Work Comp	167.62	130.00	37.62	520.00	670.48	1,560.00	-57.02
10-1-000-006-4510.035 Auto Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	1,377.53	1,425.33	-47.80	5,701.32	5,510.12	17,104.00	-67.78
TOTAL INSURANCE PREMIUMS EXPENSE	1,377.53	1,425.33	-47.80	5,701.32	5,510.12	17,104.00	-67.78

GENERAL EXPENSES

General Expenses

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-006-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	-2,225.51	0.00	
Total General Expenses	0.00	0.00	0.00	0.00	-2,225.51	0.00	
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-006-4520.000 Pay in lieu of Tax	1,019.16	1,165.00	-145.84	4,553.00	4,739.28	13,312.00	-64.40
Total Payment In Lieu Of Taxes - PILOT	1,019.16	1,165.00	-145.84	4,553.00	4,739.28	13,312.00	-64.40
Bad Debt Write-Offs - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	389.19	200.00	189.19	150.00	397.83	1,350.00	-70.53
Total Bad Debt Write-Offs - Tenant Rents	389.19	200.00	189.19	150.00	397.83	1,350.00	-70.53
TOTAL OTHER GENERAL EXPENSES	1,408.35	1,365.00	43.35	4,703.00	2,911.60	14,662.00	-80.14
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	20,751.63	21,422.83	-671.20	86,470.32	78,383.11	268,040.00	-70.76
NET (REVENUE)/EXPENSE	-42,955.51	2,411.91	-45,367.42	-31,522.36	-56,861.83	-1,862.00	2,953.80

MISCELLANEOUS EXPENSE
Extraordinary Expense

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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	
Casualty Losses - Non-capitalized							
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	
Depreciation Expense							
10-1-000-006-4800.000 Depreciation Exp BB	11,000.00	11,000.00	0.00	44,000.00	44,000.00	132,000.00	-66.67
Total Depreciation Expense	11,000.00	11,000.00	0.00	44,000.00	44,000.00	132,000.00	-66.67
TOTAL MISCELLANEOUS EXPENSES	11,000.00	11,000.00	0.00	44,000.00	44,000.00	132,000.00	-66.67
TOTAL EXPENSES	-31,955.51	13,411.91	-45,367.42	12,477.64	-12,861.83	130,138.00	-109.88
OTHER FINANCING SOURCES (USES)							
Prior Period Adjustment							
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	
Operating/Reserve Transfers In/Out							
10-1-000-006-7010.000 Prov Oper Reserve	0.00	-11,000.00	11,000.00	-44,000.00	0.00	-132,000.00	-100.00
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	-11,000.00	11,000.00	-44,000.00	0.00	-132,000.00	-100.00
Proceeds Sale Property (gain)/loss							
Total Proceeds Sale Property (gain)/loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-11,000.00	11,000.00	-44,000.00	0.00	-132,000.00	-100.00
EXCESS (REVENUE)/EXPENSE	-31,955.51	2,411.91	-34,367.42	-31,522.36	-12,861.83	-1,862.00	590.75

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ADMIN REVENUE							
Total PUM (including Port Outs)	280.00	280.00	0.00	1,120.00	1,120.00	3,360.00	0.00
ADMIN OPERATING INCOME							
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Sub - Cur Yr	-11,334.00	-10,671.00	-663.00	-42,684.00	-42,544.00	-128,052.00	-66.78
Total Admin Fee Subsidy	-11,334.00	-10,671.00	-663.00	-42,684.00	-42,544.00	-128,052.00	-66.78
Interest Income							
30-1-000-000-3300.000 Int Reserve	-5.70	-6.00	0.30	-24.00	-17.37	-72.00	-75.88
Surplus-Admin							
30-1-000-000-3610.000 Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	
Total Interest Income	-5.70	-6.00	0.30	-24.00	-17.37	-72.00	-75.88
Other Income							
30-1-000-000-3300.010 Inc - Portable	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-3300.100 Fraud Recovery - Admin	0.00	-416.00	416.00	-1,664.00	-170.00	-5,000.00	-96.60
30-1-000-000-3300.170 Admin Fees Port	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-3690.000 Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-3690.100 Other Income - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Income	0.00	-416.00	416.00	-1,664.00	-170.00	-5,000.00	-96.60
TOTAL ADMIN OPERATING INCOME	-11,339.70	-11,093.00	-246.70	-44,372.00	-42,731.37	-133,124.00	-67.90
ADMIN EXPENSES							
ADMIN OPERATING EXPENSE							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	6,557.00	4,805.00	1,752.00	19,220.00	18,986.00	57,660.00	-67.07
30-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	-1,845.07	0.00	
Total Admin Salaries	6,557.00	4,805.00	1,752.00	19,220.00	17,140.93	57,660.00	-70.27
Audit Fee Expense							
30-1-000-000-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	1,850.00	-100.00
Total Audit Fee Expense	0.00	0.00	0.00	0.00	0.00	1,850.00	-100.00
Fee Expense							
30-1-000-000-4120.100 Management Fees	2,448.00	2,460.00	-12.00	9,840.00	9,732.00	29,520.00	-67.03
30-1-000-000-4120.300 Bookkeep. Fees	1,530.00	1,538.00	-8.00	6,152.00	6,082.50	18,456.00	-67.04
30-1-000-000-4120.500 Other Fee Exp	53.17	0.00	53.17	0.00	60.67	0.00	
Total Fees Expense	4,031.17	3,998.00	33.17	15,992.00	15,875.17	47,976.00	-66.91
Benefit Contribution Expense							
30-1-000-000-4110.500 Emp Benefit - Admin	2,957.74	2,000.00	957.74	8,000.00	9,951.35	24,000.00	-58.54
30-1-000-000-4540.000 Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
Total Benefit Contribution Exp	2,957.74	2,000.00	957.74	8,000.00	9,951.35	24,000.00	-58.54
Office Expense							
30-1-000-000-4180.000 Telephone	80.42	94.00	-13.58	376.00	374.76	1,128.00	-66.78
30-1-000-000-4190.100 Postage	319.77	250.00	69.77	1,000.00	874.21	2,466.00	-64.55
30-1-000-000-4190.250 Office Furniture	0.00	0.00	0.00	1,000.00	1,132.28	1,000.00	13.23
30-1-000-000-4190.400 Pinting/Printers	0.00	0.00	0.00	72.00	0.00	216.00	-100.00
30-1-000-000-4190.550 Computers	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.800 Internet Services	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.850 IT Support	318.00	26.50	291.50	106.00	318.00	318.00	0.00

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Office Expense	718.19	370.50	347.69	2,554.00	2,699.25	5,128.00	-47.36
Legal Expense							
30-1-000-000-4130.000 Legal Expense	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	
Travel Expense							
30-1-000-000-4150.000 Travel - Staff	0.00	0.00	0.00	0.00	0.00	2,150.00	-100.00
Total Travel Expense	0.00	0.00	0.00	0.00	0.00	2,150.00	-100.00
Other Expense							
30-1-000-000-4140.000 Training - Staff	0.00	25.00	-25.00	100.00	0.00	1,400.00	-100.00
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	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.000 Other Sundry	524.34	25.00	499.34	100.00	552.42	300.00	84.14
30-1-000-000-4190.200 Inspections	0.00	0.00	0.00	0.00	0.00	5,250.00	-100.00
30-1-000-000-4190.950 Background Verification	10.97	54.00	-43.03	216.00	54.85	648.00	-91.54
Total Other Expense	535.31	104.00	431.31	416.00	607.27	7,598.00	-92.01
TOTAL ADMIN EXPENSE	14,799.41	11,277.50	3,521.91	46,182.00	46,273.97	146,362.00	-68.38
Insurance Premiums Expense							
30-1-000-000-4510.025 PE & PO Insurance	61.72	67.00	-5.28	268.00	246.88	804.00	-69.29
30-1-000-000-4510.030 Work Comp Insurance	209.14	217.00	-7.86	868.00	836.56	2,604.00	-67.87
30-1-000-000-4510.035 Auto Insurance	41.93	43.00	-1.07	172.00	167.72	515.00	-67.43
Total Insurance Premium Expenses	312.79	327.00	-14.21	1,308.00	1,251.16	3,923.00	-68.11
TOTAL INSURANCE EXPENSE	312.79	327.00	-14.21	1,308.00	1,251.16	3,923.00	-68.11
General Expense							
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	0.00	0.00	0.00	0.00	96.45	0.00	
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	262.77	327.50	-64.73	1,310.00	1,093.28	3,930.00	-72.18
30-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expense	262.77	327.50	-64.73	1,310.00	1,189.73	3,930.00	-69.73
TOTAL GENERAL EXPENSE	262.77	327.50	-64.73	1,310.00	1,189.73	3,930.00	-69.73
TOTAL EXPENSES - ADMIN	15,374.97	11,932.00	3,442.97	48,800.00	48,714.86	154,215.00	-68.41
ADMIN (Profit)/Loss	4,035.27	839.00	3,196.27	4,428.00	5,983.49	21,091.00	-71.63
MISCELLANEOUS EXPENSE							
Surplus Adj & Provision							
30-1-000-000-6010.000 Prior Yr Adj - ARR	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7016.000 Prov for Oper Rsrve	0.00	-464.00	464.00	-1,856.00	0.00	-5,568.00	-100.00
Total Surplus Adjustments	0.00	-464.00	464.00	-1,856.00	0.00	-5,568.00	-100.00
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	464.00	464.00	0.00	1,856.00	1,856.00	5,568.00	-66.67
Total Depreciation Expense	464.00	464.00	0.00	1,856.00	1,856.00	5,568.00	-66.67
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (Gain)/Loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL MISC EXPENSE	464.00	0.00	464.00	0.00	1,856.00	0.00	
ADMIN (Profit)/Loss w/ Depreciation	4,499.27	839.00	3,660.27	4,428.00	7,839.49	21,091.00	-62.83

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
HAP REVENUE							
HAP Income							
30-1-000-000-3300.200 Fraud Recovery - HAP	0.00	-416.00	416.00	-1,664.00	-170.00	-5,000.00	-96.60
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 HAP Subsidy - Cur Yr	-82,007.00	-75,928.00	-6,079.00	-303,712.00	-306,843.00	-911,138.00	-66.32
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-82,007.00	-76,344.00	-5,663.00	-305,376.00	-307,013.00	-916,138.00	-66.49
TOTAL HAP INCOME	-82,007.00	-76,344.00	-5,663.00	-305,376.00	-307,013.00	-916,138.00	-66.49
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP Tenant Pmts	67,869.00	68,571.00	-702.00	275,977.00	270,156.00	830,513.00	-67.47
30-1-000-000-4715.015 HAP Mid Month Lease Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.020 HAP Fraud Repay - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.021 HAP Fraud Repay - HUD	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.030 HAP Port In Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.040 HAP Utility Pmts	1,517.00	2,552.00	-1,035.00	10,208.00	7,021.00	30,624.00	-77.07
30-1-000-000-4715.050 HAP Homeownership	0.00	174.00	-174.00	696.00	0.00	2,088.00	-100.00
30-1-000-000-4715.070 HAP Port Out Pmts	6,045.32	11,025.00	-4,979.68	44,100.00	34,416.00	132,300.00	-73.99
30-1-000-000-4715.080 HAP Hard to House Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4718.000 HAP Escrow Certs Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
Total HAP Expenses	75,431.32	82,322.00	-6,890.68	330,981.00	311,593.00	995,525.00	-68.70
TOTAL HAP EXPENSE	75,431.32	82,322.00	-6,890.68	330,981.00	311,593.00	995,525.00	-68.70
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	0.00	-25.00	25.00	-100.00	0.00	-300.00	-100.00
Total General HAP Expenses	0.00	-25.00	25.00	-100.00	0.00	-300.00	-100.00
TOTAL GENERAL HAP EXPENSES	0.00	-25.00	25.00	-100.00	0.00	-300.00	-100.00
Prior Year Adj - HAP							
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	
TOTAL HAP EXPENSES	75,431.32	82,297.00	-6,865.68	330,881.00	311,593.00	995,225.00	-68.69
Remaining HAP (to)/from Reserve	-6,575.68	5,953.00	-12,528.68	25,505.00	4,580.00	79,087.00	-94.21

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total PUM (including Port Outs)	15.00	0.00	0.00	0.00	15.00	0.00	0.00
EHV - HAP INCOME STATEMENT							
HAP INCOME - EHV							
<u>HAP INCOME</u>							
HAP Income							
30-1-000-001-8026.000 EHV - HAP Subsidy Inc	-6,301.00	0.00	-6,301.00	0.00	-6,301.00	0.00	
Total HAP Income	-6,301.00	0.00	-6,301.00	0.00	-6,301.00	0.00	
TOTAL HAP INCOME	-6,301.00	0.00	-6,301.00	0.00	-6,301.00	0.00	
HAP EXPENSE - EHV							
<u>HAP EXPENSE</u>							
HAP Expenses							
Total HAP Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL HAP EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	
EHV HAP (to)/from Reserve	-6,301.00	0.00	-6,301.00	0.00	-6,301.00	0.00	
EHV - ADMIN INCOME STATEMENT							
ADMIN INCOME - EHV							
<u>EHV - ADMIN INCOME</u>							
Admin Fee Subsidy							
30-1-000-001-8026.500 EHV Admin Subsidy	-985.00	0.00	-985.00	0.00	-985.00	0.00	
30-1-000-001-8026.501 EHV - Prelim Fee Inc	-6,000.00	0.00	-6,000.00	0.00	-6,000.00	0.00	
30-1-000-001-8026.502 EHV - Service Fee Inc	-26,250.00	0.00	-26,250.00	0.00	-26,250.00	0.00	
Total Admin Fee Subsidy	-33,235.00	0.00	-33,235.00	0.00	-33,235.00	0.00	
Interest Income							
Total Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	
Other Income							
Total Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EHV ADMIN INCOME	-33,235.00	0.00	-33,235.00	0.00	-33,235.00	0.00	

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ADMIN EXPENSES - EHV							
<u>PRELIMINARY FEE EXPENSES</u>							
Preliminary Fee Expenses							
30-1-000-001-4110.000 EHV Salary Exp	337.00	0.00	337.00	0.00	337.00	0.00	
30-1-000-001-4110.500 EHV Emp Benefit Exp	156.00	0.00	156.00	0.00	156.00	0.00	
Total Preliminary Fee Expenses	493.00	0.00	493.00	0.00	493.00	0.00	
TOTAL PRELIMINARY FEE EXPENSES	493.00	0.00	493.00	0.00	493.00	0.00	
<u>PLACEMENT/ISSUANCE EXPENSES</u>							
Admin Placement/Issuance Fee Exp							
Total Placement/Issuance Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PLACEMENT/ISSUANCE EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	
<u>ONGOING ADMINISTRATIVE EXPENSES</u>							
Ongoing Admin Expenses							
Total Ongoing Admin Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL ONGOING ADMIN EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	
<u>SERVICE FEE EXPENSES</u>							
Housing Search Assistance Exps							
Total Housing Search Assistance Exps	0.00	0.00	0.00	0.00	0.00	0.00	
Security/Utility/Holding Deposits							
Total Security/Utility/Holding Deposits	0.00	0.00	0.00	0.00	0.00	0.00	
Owner Incentive Expense							
Total Owner Incentive Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
Other Eligible Expenses							
Total Other Eligible Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL SERVICE FEE EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EHV ADMIN EXPENSES	493.00	0.00	493.00	0.00	493.00	0.00	
EHV ADMINI (Profit)/Loss	-32,742.00	0.00	-32,742.00	0.00	-32,742.00	0.00	

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
PUM - Brentwood	72.00	72.00	0.00	288.00	288.00	864.00	0.00
REVENUE							
<u>TENANT REVENUE</u>							
Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	-26,352.00	-28,400.00	2,048.00	-113,600.00	-103,388.00	-340,800.00	-69.66
60-1-000-000-5125.000 PHA Rent	-6,008.00	-4,500.00	-1,508.00	-18,000.00	-23,733.00	-54,000.00	-56.05
60-1-000-000-5126.000 Georgia HAP - Prairie S8	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5320.000 Rent Adjustments	-19.00	-40.00	21.00	-160.00	-745.00	-480.00	55.21
Total Tenant Rent Revenue	-32,379.00	-32,940.00	561.00	-131,760.00	-127,866.00	-395,280.00	-67.65
Excess Rent							
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	
Vacancies Revenue							
60-1-000-000-5220.000 Vacancies - Brentwood	0.00	0.00	0.00	0.00	0.00	0.00	
Total Vacancies Revenue	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL TENANT REVENUE	-32,379.00	-32,940.00	561.00	-131,760.00	-127,866.00	-395,280.00	-67.65
<u>INVESTMENT REVENUE</u>							
Investment Revenue							
60-1-000-000-5410.000 Interest Income	-9.12	-20.00	10.88	-80.00	-33.97	-240.00	-85.85
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	
60-1-000-000-5450.000 Residual Res Int Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Investment Revenue	-9.12	-20.00	10.88	-80.00	-33.97	-240.00	-85.85
TOTAL INVESTMENT INCOME	-9.12	-20.00	10.88	-80.00	-33.97	-240.00	-85.85
<u>OTHER REVENUE</u>							
Other Revenue							
60-1-000-000-5127.000 Office Rent Receipt	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5900.000 Other Income	0.00	0.00	0.00	0.00	-104.48	0.00	
60-1-000-000-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5910.000 Laundry Income	-631.00	-733.00	102.00	-2,932.00	-2,807.00	-8,796.00	-68.09
60-1-000-000-5920.000 Bad Check Charges	0.00	0.00	0.00	0.00	0.00	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	-405.00	-450.00	45.00	-1,800.00	-1,613.75	-5,400.00	-70.12
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	-132.00	-150.00	18.00	-600.00	-265.00	-1,800.00	-85.28
60-1-000-000-5926.000 Violation Charges	0.00	-40.00	40.00	-160.00	0.00	-480.00	-100.00
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5990.000 Income from Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-1,168.00	-1,373.00	205.00	-5,492.00	-4,790.23	-16,476.00	-70.93
TOTAL OTHER REVENUE	-1,168.00	-1,373.00	205.00	-5,492.00	-4,790.23	-16,476.00	-70.93
TOTAL REVENUE	-33,556.12	-34,333.00	776.88	-137,332.00	-132,690.20	-411,996.00	-67.79

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
<u>OPERATING EXPENSES</u>							
Administrative Salaries							
60-1-000-000-6310.000 Administrative Salaries	1,488.88	1,170.00	318.88	4,680.00	4,173.42	14,040.00	-70.27
60-1-000-000-6330.000 Manager Salaries	3,676.50	2,650.00	1,026.50	10,600.00	10,308.39	31,800.00	-67.58
60-1-000-000-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	5,165.38	3,820.00	1,345.38	15,280.00	14,481.81	45,840.00	-68.41
Benefit Contributions - Administrative							
60-1-000-000-6310.500 Emp Benefit - Admin	0.00	650.00	-650.00	2,600.00	747.74	7,800.00	-90.41
60-1-000-000-6330.500 Manager's Benefits	1,628.77	870.00	758.77	3,480.00	3,951.81	10,440.00	-62.15
Total Benefit Contributions - Admin	1,628.77	1,520.00	108.77	6,080.00	4,699.55	18,240.00	-74.23
Admin Sundry							
60-1-000-000-6210.000 Admin. Advertisement	9.58	10.00	-0.42	240.00	37.08	430.00	-91.38
60-1-000-000-6250.000 Misc Renting Expense	34.00	110.00	-76.00	440.00	629.00	1,320.00	-52.35
60-1-000-000-6311.000 Office Expense-Brent	505.73	170.00	335.73	680.00	803.12	2,040.00	-60.63
60-1-000-000-6311.050 Office Rental Expense	225.00	230.00	-5.00	920.00	900.00	2,760.00	-67.39
60-1-000-000-6311.100 Phone/Internet Service	94.18	150.00	-55.82	600.00	524.60	1,800.00	-70.86
60-1-000-000-6311.150 IT Support	238.50	50.00	188.50	200.00	279.75	600.00	-53.38
60-1-000-000-6311.200 Office Furniture	0.00	0.00	0.00	500.00	393.59	500.00	-21.28
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	0.00	0.00	0.00	0.00	950.00	-100.00
60-1-000-000-6360.000 Training - Staff	0.00	50.00	-50.00	200.00	60.00	1,900.00	-96.84
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	0.00	25.00	-25.00	100.00	0.00	2,400.00	-100.00
60-1-000-000-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6365.100 Mileage, Staff - BW	87.69	85.00	2.69	340.00	233.18	1,020.00	-77.14
60-1-000-000-6370.000 Bad Debt	182.70	265.00	-82.30	1,060.00	638.00	3,180.00	-79.94
60-1-000-000-6380.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6380.100 Inspection Income	0.00	150.00	-150.00	600.00	0.00	1,800.00	-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	0.00	75.00	-75.00	300.00	41.50	900.00	-95.39
Total Admin Sundry	1,377.38	1,370.00	7.38	6,180.00	4,539.82	21,600.00	-78.98
Fee Expense							
60-1-000-000-6320.000 Management Fees	3,692.00	3,744.00	-52.00	14,976.00	14,716.00	44,928.00	-67.25
60-1-000-000-6351.000 Bookkeeping Fees	532.50	540.00	-7.50	2,160.00	2,122.50	6,480.00	-67.25
60-1-000-000-6390.000 Fee for Service Exp	122.23	20.00	102.23	80.00	143.23	240.00	-40.32
Total Fee Expense	4,346.73	4,304.00	42.73	17,216.00	16,981.73	51,648.00	-67.12
TOTAL OPERATING EXPENSES	12,518.26	11,014.00	1,504.26	44,756.00	40,702.91	137,328.00	-70.36
<u>UTILITIES</u>							
Utilities Expense							
60-1-000-000-6450.000 Utilites - Electric	945.87	650.00	295.87	2,600.00	1,414.42	7,800.00	-81.87
60-1-000-000-6451.000 Utilities - Water	857.20	870.00	-12.80	3,480.00	2,344.10	10,440.00	-77.55
60-1-000-000-6452.000 Utilities - Gas	277.58	150.00	127.58	600.00	760.65	1,800.00	-57.74
60-1-000-000-6453.000 Utilities - Sewer	1,444.60	1,170.00	274.60	4,680.00	3,763.56	14,040.00	-73.19
Total Utilities	3,525.25	2,840.00	685.25	11,360.00	8,282.73	34,080.00	-75.70
TOTAL UTILITIES	3,525.25	2,840.00	685.25	11,360.00	8,282.73	34,080.00	-75.70

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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	41.67	-41.67	166.68	3,837.15	500.00	667.43
Total Taxes & Insurance Expense	2,933.74	3,060.67	-126.93	12,242.68	15,780.55	37,052.00	-57.41
Financial Expenses							
60-1-000-000-6810.000 Interest Expense Payable	1,746.36	1,890.00	-143.64	7,560.00	7,171.05	22,680.00	-68.38
Total Financial Expenses	1,746.36	1,890.00	-143.64	7,560.00	7,171.05	22,680.00	-68.38
TOTAL TAXES & INSURANCE EXPENSE	4,680.10	4,950.67	-270.57	19,802.68	22,951.60	59,732.00	-61.58
TOTAL OPREATING EXPENSES	32,718.07	33,152.67	-434.60	126,473.68	107,626.25	377,373.00	-71.48
NET (REVENUE)/EXPENSE	-838.05	-1,180.33	342.28	-10,858.32	-25,063.95	-34,623.00	-27.61
<u>MISCELLANEOUS EXPENSE</u>							
Amortization Expense							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
60-1-000-000-6600.000 Depreciation Expense	3,350.00	3,350.00	0.00	13,400.00	13,400.00	40,200.00	-66.67
BW							
Total Depreciation Expense	3,350.00	3,350.00	0.00	13,400.00	13,400.00	40,200.00	-66.67
Transfers In/Out							
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	
TOTAL MISCELLANEOUS EXPENSE	3,350.00	3,350.00	0.00	13,400.00	13,400.00	40,200.00	-66.67
TOTAL EXPENSES BEFORE DEPRECIATION	2,511.95	2,169.67	342.28	2,541.68	-11,663.95	5,577.00	-309.14
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
60-1-000-000-6010.000 Prior Yr Adj - BW	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	
Operation/Reserve Transfers (In)/Out							
60-1-000-000-7010.000 Provision For Reserve	0.00	-3,350.00	3,350.00	-13,400.00	0.00	-40,200.00	-100.00
60-1-000-000-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Reserve Xfers (In)/Out	0.00	-3,350.00	3,350.00	-13,400.00	0.00	-40,200.00	-100.00
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-3,350.00	3,350.00	-13,400.00	0.00	-40,200.00	-100.00
EXCESS (REVENUE)/EXPENSE	2,511.95	-1,180.33	3,692.28	-10,858.32	-11,663.95	-34,623.00	-66.31
TOTAL BOND PAYMENT	2,141.15	0.00	2,141.15	0.00	8,378.97	0.00	

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
July, 2021

Page: 1
Rpt File: F:\HMS\REPORTS\KNOXOS.QRP

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
PUM - Prairieland	65.00	65.00	0.00	260.00	260.00	780.00	0.00
REVENUE							
<u>TENANT REVENUE</u>							
Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	-23,277.00	-23,191.00	-86.00	-92,761.00	-89,878.00	-278,283.00	-67.70
60-1-000-001-5125.000 PHA Rent	-1,501.00	-1,610.00	109.00	-6,440.00	-7,826.00	-19,320.00	-59.49
60-1-000-001-5126.000 Georgia HAP - Prairie S8	-3,329.00	-3,375.00	46.00	-13,500.00	-12,587.00	-40,500.00	-68.92
60-1-000-001-5320.000 Rent Adjustments	334.00	0.00	334.00	0.00	326.00	0.00	
Total Tenant Rent Revenue	-27,773.00	-28,176.00	403.00	-112,701.00	-109,965.00	-338,103.00	-67.48
Excess Rent							
60-1-000-001-5970.000 Excess Rent	-767.00	-685.00	-82.00	-2,740.00	-2,715.00	-8,220.00	-66.97
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	-767.00	-685.00	-82.00	-2,740.00	-2,715.00	-8,220.00	-66.97
Vacancies Revenue							
60-1-000-001-5220.000 Vacancies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Vacancies Revenue	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL TENANT REVENUE	-28,540.00	-28,861.00	321.00	-115,441.00	-112,680.00	-346,323.00	-67.46
<u>INVESTMENT REVENUE</u>							
Investment Revenue							
60-1-000-001-5410.000 Interest Income	0.00	0.00	0.00	0.00	-0.25	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	0.00	0.00	-40.00	0.00	-160.00	-100.00
60-1-000-001-5450.000 Residual Res Int Inc	0.00	0.00	0.00	-13.50	0.00	-54.00	-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	0.00	0.00	-53.50	-0.25	-214.00	-99.88
TOTAL INVESTMENT INCOME	0.00	0.00	0.00	-53.50	-0.25	-214.00	-99.88
<u>OTHER REVENUE</u>							
Other Revenue							
60-1-000-001-5127.000 Office Rent Receipt	-225.00	-230.00	5.00	-920.00	-900.00	-2,760.00	-67.39
60-1-000-001-5900.000 Other Income	0.00	0.00	0.00	0.00	-46.00	0.00	
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	0.00	0.00	0.00	0.00	0.00	
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	-241.00	-350.00	109.00	-1,400.00	-1,109.00	-4,200.00	-73.60
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	-67.00	-200.00	133.00	-800.00	-282.00	-2,400.00	-88.25
60-1-000-001-5926.000 Violation Charges	0.00	-40.00	40.00	-160.00	0.00	-480.00	-100.00
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	
60-1-000-001-5990.000 Income from Grants	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	
Total Other Revenue	-533.00	-820.00	287.00	-3,280.00	-2,337.00	-9,840.00	-76.25
TOTAL OTHER REVENUE	-533.00	-820.00	287.00	-3,280.00	-2,337.00	-9,840.00	-76.25
TOTAL REVENUE	-29,073.00	-29,681.00	608.00	-118,774.50	-115,017.25	-356,377.00	-67.73

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
<u>OPERATING EXPENSES</u>							
Administrative Salaries & Benefits							
60-1-000-001-6310.000 Administrative Salaries	1,488.87	1,170.00	318.87	4,680.00	4,173.38	14,040.00	-70.28
60-1-000-001-6310.500 Emp Benefit - Admin	0.00	645.00	-645.00	2,577.00	747.66	7,733.00	-90.33
60-1-000-001-6330.000 Manager's Salaries	3,676.50	2,650.00	1,026.50	10,600.00	10,308.36	31,800.00	-67.58
60-1-000-001-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6330.500 Manager's Benefits	1,628.71	870.00	758.71	3,480.00	3,951.57	10,440.00	-62.15
Total Administrative Salaries & Benefits	6,794.08	5,335.00	1,459.08	21,337.00	19,180.97	64,013.00	-70.04
Admin Sundry							
60-1-000-001-6210.000 Admin. Advertisement	9.57	10.00	-0.43	190.00	37.05	530.00	-93.01
60-1-000-001-6250.000 Misc. Rent Expense	34.00	100.00	-66.00	400.00	391.00	1,200.00	-67.42
60-1-000-001-6311.000 Office Expense-Prairie	505.69	150.00	355.69	600.00	732.72	1,800.00	-59.29
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	94.17	150.00	-55.83	600.00	524.73	1,800.00	-70.85
60-1-000-001-6311.150 IT Support	238.50	50.00	188.50	200.00	279.74	600.00	-53.38
60-1-000-001-6311.200 Office Furniture	0.00	0.00	0.00	500.00	393.58	500.00	-21.28
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	0.00	0.00	0.00	0.00	950.00	-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	50.00	-50.00	200.00	60.00	1,900.00	-96.84
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	0.00	25.00	-25.00	100.00	0.00	2,400.00	-100.00
60-1-000-001-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6365.100 Mileage, Staff - PL	87.69	85.00	2.69	340.00	233.15	1,020.00	-77.14
60-1-000-001-6370.000 Bad Debt	918.80	360.00	558.80	1,440.00	1,738.70	4,320.00	-59.75
60-1-000-001-6380.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6380.100 Inspection Income	0.00	135.00	-135.00	540.00	0.00	1,620.00	-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	400.00	31.30	1,200.00	-97.39
Total Admin Sundry	1,888.42	1,215.00	673.42	5,510.00	4,421.97	19,840.00	-77.71
Fee Expense							
60-1-000-001-6320.000 Management Fees	3,380.00	3,380.00	0.00	13,520.00	13,364.00	40,560.00	-67.05
60-1-000-001-6351.000 Bookkeeping Fees	487.50	488.00	-0.50	1,952.00	1,927.50	5,856.00	-67.09
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	11.00	5.00	6.00	20.00	37.00	60.00	-38.33
Total Fee Expense	3,878.50	3,873.00	5.50	15,492.00	15,328.50	46,476.00	-67.02
TOTAL OPERATING EXPENSES	12,561.00	10,423.00	2,138.00	42,339.00	38,931.44	130,329.00	-70.13
<u>UTILITIES</u>							
Utilities Expense							
60-1-000-001-6450.000 Utilities Electric	358.66	400.00	-41.34	1,600.00	1,214.80	4,800.00	-74.69
60-1-000-001-6451.000 Utilities Water	838.60	1,075.00	-236.40	4,300.00	2,800.80	12,900.00	-78.29
60-1-000-001-6452.000 Utilities Gas	138.77	143.00	-4.23	573.00	486.59	1,720.00	-71.71
60-1-000-001-6453.000 Utilities Sewer	1,485.66	1,465.00	20.66	5,860.00	4,341.73	17,580.00	-75.30
Total Utilities	2,821.69	3,083.00	-261.31	12,333.00	8,843.92	37,000.00	-76.10
TOTAL UTILITIES	2,821.69	3,083.00	-261.31	12,333.00	8,843.92	37,000.00	-76.10

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>MAINTENANCE EXPENSES</u>							
Maintenance Salaries							
60-1-000-001-6510.000 Maintenance Salaries	6,006.00	4,420.00	1,586.00	17,680.00	16,839.36	53,040.00	-68.25
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	199.68	20.00	179.68	80.00	199.68	240.00	-16.80
60-1-000-001-6510.200 Maint from Amps	0.00	20.00	-20.00	80.00	0.00	240.00	-100.00
60-1-000-001-6510.300 Maint - PT/Seasonal	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6510.500 Maint. Employee Ben.	2,427.21	2,375.00	52.21	9,500.00	7,654.23	28,500.00	-73.14
60-1-000-001-6510.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance Salaries	8,632.89	6,835.00	1,797.89	27,340.00	24,693.27	82,020.00	-69.89
Maintenance Supplies							
60-1-000-001-6515.010 Garbage/Trash Supples	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6515.020 Heating/Cooling Supplies	130.00	600.00	-470.00	720.00	142.21	2,160.00	-93.42
60-1-000-001-6515.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	450.00	-100.00
60-1-000-001-6515.050 Lndscape/Grnd Supplies	124.99	400.00	-275.01	3,200.00	2,407.46	3,800.00	-36.65
60-1-000-001-6515.070 Electrical Supplies	0.00	125.00	-125.00	500.00	0.00	1,500.00	-100.00
60-1-000-001-6515.080 Plumbing Supplies	1,037.34	285.00	752.34	1,140.00	1,379.46	3,420.00	-59.66
60-1-000-001-6515.100 Janitorial Supplies	30.00	80.00	-50.00	320.00	140.57	960.00	-85.36
60-1-000-001-6515.110 Routine Maint. Supplies	629.61	1,167.00	-537.39	4,668.00	1,450.81	14,004.00	-89.64
60-1-000-001-6515.114 Painting Supplies - PL	0.00	0.00	0.00	500.00	67.21	1,800.00	-96.27
60-1-000-001-6515.115 Refrigerators	0.00	1,000.00	-1,000.00	1,000.00	0.00	1,000.00	-100.00
60-1-000-001-6515.116 Stoves	0.00	800.00	-800.00	800.00	0.00	800.00	-100.00
60-1-000-001-6515.120 Other Misc. Supplies	327.77	40.00	287.77	160.00	327.77	480.00	-31.71
Total Maintenance Supplies	2,279.71	4,497.00	-2,217.29	13,008.00	5,915.49	30,374.00	-80.52
Maintenance Contracts							
60-1-000-001-6516.000 Interior Repr/Repl-PL	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6516.200 Carpet Repr/Repl-PL	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.010 Garbage/Trash Contract	655.00	755.00	-100.00	3,020.00	2,714.50	9,060.00	-70.04
60-1-000-001-6520.020 Heat/Cool Contract	0.00	300.00	-300.00	300.00	0.00	600.00	-100.00
60-1-000-001-6520.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	1,500.00	-100.00
60-1-000-001-6520.050 Landscape&Grnds Cont	400.59	0.00	400.59	0.00	400.59	2,100.00	-80.92
60-1-000-001-6520.060 Unit Turnaround Contract	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.070 Electrical Contract	0.00	17.00	-17.00	66.00	0.00	200.00	-100.00
60-1-000-001-6520.080 Plumbing Contract	0.00	2,000.00	-2,000.00	2,200.00	0.00	2,400.00	-100.00
60-1-000-001-6520.090 Extermin Contract	0.00	0.00	0.00	424.00	423.72	2,046.00	-79.29
60-1-000-001-6520.100 Janitorial	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.110 Routine Main. Contract	0.00	35.00	-35.00	205.00	88.34	485.00	-81.79
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	500.00	-500.00	1,000.00	0.00	2,500.00	-100.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	5,000.00	-5,000.00	5,400.00	0.00	5,800.00	-100.00
Total Maintenance Contracts	1,055.59	8,607.00	-7,551.41	12,615.00	3,627.15	26,691.00	-86.41
TOTAL MAINTENANCE	11,968.19	19,939.00	-7,970.81	52,963.00	34,235.91	139,085.00	-75.38
<u>TAXES & INSURANCE EXPENSE</u>							
Taxes & Insurance Expense							
60-1-000-001-6710.000 PILOT - Real Estate Tax	1,258.81	1,286.00	-27.19	5,129.00	5,101.05	15,467.00	-67.02
60-1-000-001-6720.000 Prpoerty Insurance	895.54	917.00	-21.46	3,668.00	3,582.16	11,004.00	-67.45
60-1-000-001-6720.500 Equipment Insurance	49.98	52.00	-2.02	208.00	199.92	624.00	-67.96
60-1-000-001-6721.000 Liability Insurance	155.52	163.00	-7.48	652.00	622.08	1,956.00	-68.20
60-1-000-001-6721.500 PE & PO Insuranace	102.90	108.00	-5.10	432.00	411.60	1,296.00	-68.24
60-1-000-001-6722.000 Work Comp Insurance	263.81	275.00	-11.19	1,100.00	1,055.24	3,300.00	-68.02

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
July, 2021

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
60-1-000-001-6722.500 Auto Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6790.000 Other General Expense	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6795.000 Comp Absences	0.00	0.00	0.00	0.00	3,837.15	500.00	667.43
Total Taxes & Insurance Expense	2,726.56	2,801.00	-74.44	11,189.00	14,809.20	34,147.00	-56.63
TOTAL TAXES & INSURANCE EXPENSE	2,726.56	2,801.00	-74.44	11,189.00	14,809.20	34,147.00	-56.63
MISCELLANEOUS EXPENSE							
Financial Expenses							
60-1-000-001-6810.000 Interest Expense Payable	1,746.35	1,900.00	-153.65	7,600.00	7,171.03	22,800.00	-68.55
60-1-000-001-6860.000 Sec Dep Int	0.00	0.00	0.00	0.00	0.00	0.00	
Total Financial Expenses	1,746.35	1,900.00	-153.65	7,600.00	7,171.03	22,800.00	-68.55
Amortization Expense							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Surplus Adjustments							
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	
Provision for Reserve							
60-1-000-001-7010.000 Provision For Reserve	0.00	-6,275.00	6,275.00	-25,100.00	0.00	-75,300.00	-100.00
Total Provision for Reserve	0.00	-6,275.00	6,275.00	-25,100.00	0.00	-75,300.00	-100.00
Capital Expenditures							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Vandalism Expenditures							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Transfers In/Out							
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	
TOTAL MISCELLANEOUS EXPENSE	1,746.35	-4,375.00	6,121.35	-17,500.00	7,171.03	-52,500.00	-113.66
TOTAL EXPENSES BEFORE DEPRECIATION	31,823.79	31,871.00	-47.21	101,324.00	103,991.50	288,061.00	-63.90
NET REVENUE/EXPENSES (PROFIT)/LOSS	2,750.79	2,190.00	560.79	-17,450.50	-11,025.75	-68,316.00	-83.86
Depreciation Expense							
60-1-000-001-6600.000 Depreciation Expense PL	6,275.00	6,275.00	0.00	25,100.00	25,100.00	75,300.00	-66.67
Total Depreciation Expense	6,275.00	6,275.00	0.00	25,100.00	25,100.00	75,300.00	-66.67
TOTAL DEPRECIATION EXPENSE	6,275.00	6,275.00	0.00	25,100.00	25,100.00	75,300.00	-66.67
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	9,025.79	8,465.00	560.79	7,649.50	14,074.25	6,984.00	101.52
TOTAL BOND PAYMENT	2,141.15	0.00	2,141.15	0.00	8,378.97	0.00	

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

COCC - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	191,423.77	120,517.33	70,906.44	470,399.12	1,446,208.00	-67.47
TOTAL OPERATING INCOME	191,423.77	120,517.33	70,906.44	470,399.12	1,446,208.00	-67.47
OPERATING EXPENSE						
Total Administration Expenses	67,850.29	83,369.67	-15,519.38	199,565.43	686,436.00	-70.93
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	449.61	332.00	117.61	1,006.82	5,486.00	-81.65
Total Maintenance Expenses	67,436.08	83,338.00	-15,901.92	184,119.58	725,192.00	-74.61
Total Protective Expenses	0.00	0.00	0.00	0.00	0.00	
General Expenses	1,594.29	1,625.00	-30.71	-1,425.51	21,890.00	-106.51
TOTAL ROUTINE OPERATING EXPENSES	137,330.27	168,664.67	-31,334.40	383,266.32	1,439,004.00	-73.37
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	
TOTAL OPERATING EXPENSES	137,330.27	168,664.67	-31,334.40	383,266.32	1,439,004.00	-73.37
NET REVENUE/-EXPENSE PROFIT/-LOSS						
	54,093.50	-48,147.34	102,240.84	87,132.80	7,204.00	1,109.51
Total Depreciation Expense						
Total Depreciation Expense	45.00	760.50	-715.50	180.00	9,126.00	-98.03
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	54,048.50	-48,907.84	102,956.34	86,952.80	-1,922.00	-4,624.08

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

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	129,634.28	68,660.00	60,974.28	365,265.64	882,270.00	-58.60
TOTAL OPERATING INCOME	129,634.28	68,660.00	60,974.28	365,265.64	882,270.00	-58.60
OPERATING EXPENSE						
Total Administration Expenses	32,249.06	25,156.17	7,092.89	106,922.18	322,115.00	-66.81
Total Tenant Service Expenses	77.45	85.00	-7.55	393.06	1,560.00	-74.80
Total Utility Expenses	8,723.51	7,225.00	1,498.51	24,400.39	121,000.00	-79.83
Total Maintenance Expenses	22,301.20	27,761.34	-5,460.14	92,708.00	336,925.00	-72.48
Total Protective Service Expenses	531.67	734.00	-202.33	4,537.05	4,480.00	1.27
General Expenses	7,254.30	7,656.00	-401.70	24,984.64	90,521.00	-72.40
TOTAL ROUTINE OPERATING EXPENSES	71,137.19	68,617.51	2,519.68	253,945.32	876,601.00	-71.03
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	-14,500.00	14,500.00	0.00	-174,000.00	-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	
TOTAL OPERATING EXPENSES	71,137.19	54,117.51	17,019.68	253,945.32	702,601.00	-63.86
NET REVENUE/EXPENSE PROFIT/-LOSS						
	58,497.09	14,542.49	43,954.60	111,320.32	179,669.00	-38.04
Total Depreciation Expense						
Total Depreciation Expense	14,500.00	14,500.00	0.00	58,000.00	174,000.00	-66.67
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	43,997.09	42.49	43,954.60	53,320.32	5,669.00	840.56

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

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	193,903.22	90,446.00	103,457.22	485,942.35	1,115,436.00	-56.43
TOTAL OPERATING INCOME	193,903.22	90,446.00	103,457.22	485,942.35	1,115,436.00	-56.43
OPERATING EXPENSE						
Total Administration Expenses	29,000.75	32,870.00	-3,869.25	116,165.28	413,513.00	-71.91
Total Tenant Service Expenses	0.00	100.00	-100.00	0.00	1,200.00	-100.00
Total Utility Expenses	2,452.42	1,721.00	731.42	4,609.71	31,775.00	-85.49
Total Maintenance Expenses	36,919.34	50,017.33	-13,097.99	148,881.37	560,252.00	-73.43
Total Protective Service Expenses	588.75	1,017.00	-428.25	1,579.32	14,236.00	-88.91
General Expenses	6,475.05	9,862.75	-3,387.70	28,794.06	94,306.00	-69.47
TOTAL ROUTINE OPERATING EXPENSES	75,436.31	95,588.08	-20,151.77	300,029.74	1,115,282.00	-73.10
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	-31,000.00	31,000.00	0.00	-372,000.00	-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	
TOTAL OPERATING EXPENSES	75,436.31	64,588.08	10,848.23	300,029.74	743,282.00	-59.63
NET REVENUE/EXPENSE PROFIT/-LOSS						
	118,466.91	25,857.92	92,608.99	185,912.61	372,154.00	-50.04
Total Depreciation Expense						
Total Depreciation Expense	29,000.00	31,000.00	-2,000.00	116,000.00	372,000.00	-68.82
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	89,466.91	-5,142.08	94,608.99	69,912.61	154.00	45,297.80

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

BLUEBELL - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	63,707.14	19,010.92	44,696.22	135,244.94	269,902.00	-49.89
TOTAL OPERATING INCOME	63,707.14	19,010.92	44,696.22	135,244.94	269,902.00	-49.89
OPERATING EXPENSE						
Total Administration Expenses	5,335.98	8,135.00	-2,799.02	26,688.67	101,101.00	-73.60
Total Tenant Service Expenses	0.00	25.00	-25.00	26.08	200.00	-86.96
Total Utility Expenses	3,270.31	1,850.00	1,420.31	6,211.16	28,900.00	-78.51
Total Maintenance Expenses	8,559.46	7,911.50	647.96	29,824.27	102,629.00	-70.94
Total Protective Service Expenses	800.00	711.00	89.00	7,211.21	3,444.00	109.38
General Expenses	2,785.88	2,790.33	-4.45	8,421.72	31,766.00	-73.49
TOTAL ROUTINE OPERATING EXPENSES	20,751.63	21,422.83	-671.20	78,383.11	268,040.00	-70.76
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	-11,000.00	11,000.00	0.00	-132,000.00	-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	
TOTAL OPERATING EXPENSES	20,751.63	10,422.83	10,328.80	78,383.11	136,040.00	-42.38
NET REVENUE/EXPENSE PROFIT/-LOSS						
	42,955.51	8,588.09	34,367.42	56,861.83	133,862.00	-57.52
Total Depreciation Expense						
Total Depreciation Expense	11,000.00	11,000.00	0.00	44,000.00	132,000.00	-66.67
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	31,955.51	-2,411.91	34,367.42	12,861.83	1,862.00	590.75

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	11,339.70	11,093.00	246.70	42,731.37	133,124.00	-67.90
TOTAL ADMIN OPERATING INCOME	11,339.70	11,093.00	246.70	42,731.37	133,124.00	-67.90
OPERATING EXPENSES						
Total Admin Expenses	10,768.24	7,288.50	3,479.74	30,398.80	96,636.00	-68.54
Total Fees Expenses	4,031.17	3,998.00	33.17	15,875.17	49,826.00	-68.14
Total General Expenses	575.56	700.50	-124.94	2,440.89	8,403.00	-70.95
TOTAL OPERATING EXPENSES	15,374.97	11,987.00	3,387.97	48,714.86	154,865.00	-68.54
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-464.00	464.00	0.00	-5,568.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENSES	15,374.97	11,523.00	3,851.97	48,714.86	149,297.00	-67.37
NET REVENUE PROFIT/-LOSS	-4,035.27	-430.00	-3,605.27	-5,983.49	-16,173.00	-63.00
Total Depreciation Expense	464.00	464.00	0.00	1,856.00	5,568.00	-66.67
NET REVENUE w/Deprecitation PROFIT/-LOSS	-4,499.27	-894.00	-3,605.27	-7,839.49	-21,741.00	-63.94

HAP - OPERATING STATEMENT

HAP INCOME						
Total Income	82,007.00	76,344.00	5,663.00	307,013.00	916,138.00	-66.49
TOTAL HAP INCOME	82,007.00	76,344.00	5,663.00	307,013.00	916,138.00	-66.49
HAP EXPENSES						
Total HAP Expenses	75,431.32	82,322.00	-6,890.68	311,593.00	995,525.00	-68.70
Total General HAP Expenses	0.00	-25.00	25.00	0.00	-300.00	-100.00
TOTAL HAP EXPENSES	75,431.32	82,297.00	-6,865.68	311,593.00	995,225.00	-68.69
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
REMAINING HAP from RESERVE +/-LOSS	6,575.68	-5,953.00	12,528.68	-4,580.00	-79,087.00	-94.21

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

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	33,556.12	34,333.00	-776.88	132,690.20	411,996.00	-67.79
TOTAL OPERATING INCOME	33,556.12	34,333.00	-776.88	132,690.20	411,996.00	-67.79
OPERATING EXPENSE						
Total Administration Expenses	8,293.76	9,380.00	-1,086.24	23,864.41	117,720.00	-79.73
Total Fee Expenses	4,224.50	4,284.00	-59.50	16,838.50	51,408.00	-67.25
Total Utilities Expenses	3,525.25	2,840.00	685.25	8,282.73	34,080.00	-75.70
Total Maintenance Expenses	11,994.46	14,348.00	-2,353.54	35,689.01	146,233.00	-75.59
Total Taxes & Insurance Expense	2,933.74	3,060.67	-126.93	15,780.55	37,052.00	-57.41
Total Financial Expenses	1,746.36	1,890.00	-143.64	7,171.05	22,680.00	-68.38
TOTAL ROUTINE OPERATING EXPENSE	32,718.07	35,802.67	-3,084.60	107,626.25	409,173.00	-73.70
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-3,350.00	3,350.00	0.00	-40,200.00	-100.00
Total Capital Expenditures	0.00	-3,350.00	3,350.00	0.00	-40,200.00	-100.00
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	
TOTAL ALL EXPENSES BEFORE DEPRECIATION	32,718.07	32,452.67	265.40	107,626.25	368,973.00	-70.83
NET REVENUE PROFIT/-LOSS						
	838.05	1,880.33	-1,042.28	25,063.95	43,023.00	-41.74
Total Depreciation Expense						
	3,350.00	3,350.00	0.00	13,400.00	40,200.00	-66.67
NET REVENUE w/Depreciation PROFIT/-LOSS	-2,511.95	-1,469.67	-1,042.28	11,663.95	2,823.00	313.18

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

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	29,073.00	29,681.00	-608.00	115,017.25	356,377.00	-67.73
TOTAL OPERATING INCOME	29,073.00	29,681.00	-608.00	115,017.25	356,377.00	-67.73
OPERATING EXPENSE						
Total Administration Expenses	8,693.50	6,555.00	2,138.50	23,639.94	83,913.00	-71.83
Total Fee Expenses	3,867.50	3,868.00	-0.50	15,291.50	46,416.00	-67.06
Total Utilities Expenses	2,821.69	3,083.00	-261.31	8,843.92	37,000.00	-76.10
Total Maintenance Expenses	11,968.19	19,939.00	-7,970.81	34,235.91	139,085.00	-75.38
Total Taxes & Insurance Expense	2,726.56	2,801.00	-74.44	14,809.20	34,147.00	-56.63
Total Financial Expenses	1,746.35	1,900.00	-153.65	7,171.03	22,800.00	-68.55
TOTAL ROUTINE OPERATING EXPENSE	31,823.79	38,146.00	-6,322.21	103,991.50	363,361.00	-71.38
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-6,275.00	6,275.00	0.00	-75,300.00	-100.00
Total Capital Expenditures	0.00	-6,275.00	6,275.00	0.00	-75,300.00	-100.00
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	
TOTAL ALL EXPENSES BEFORE DEPRECIATION	31,823.79	31,871.00	-47.21	103,991.50	288,061.00	-63.90
NET REVENUE PROFIT/-LOSS						
	-2,750.79	-2,190.00	-560.79	11,025.75	68,316.00	-83.86
Total Depreciation Expense						
	6,275.00	6,275.00	0.00	25,100.00	75,300.00	-66.67
NET REVENUE w/Depreciation PROFIT/-LOSS	-9,025.79	-8,465.00	-560.79	-14,074.25	-6,984.00	101.52

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

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	578,668.41	298,634.25	280,034.16	1,456,852.05	3,713,816.00	-60.77
TOTAL OPERATING INCOME	578,668.41	298,634.25	280,034.16	1,456,852.05	3,713,816.00	-60.77
OPERATING EXPENSE						
Total Administration Expenses	134,436.08	149,530.84	-15,094.76	449,341.56	1,523,165.00	-70.50
Total Tenant Service Expenses	77.45	210.00	-132.55	419.14	2,960.00	-85.84
Total Utility Expenses	14,895.85	11,128.00	3,767.85	36,228.08	187,161.00	-80.64
Total Maintenance Expenses	135,216.08	169,028.17	-33,812.09	455,533.22	1,724,998.00	-73.59
Total Protective Service Expenses	1,920.42	2,462.00	-541.58	13,327.58	22,160.00	-39.86
General Expenses	18,109.52	21,934.08	-3,824.56	60,774.91	238,483.00	-74.52
TOTAL ROUTINE OPERATING EXPENSES	304,655.40	354,293.09	-49,637.69	1,015,624.49	3,698,927.00	-72.54
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	-56,500.00	56,500.00	0.00	-678,000.00	-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	
TOTAL OPERATING EXPENSES	304,655.40	297,793.09	6,862.31	1,015,624.49	3,020,927.00	-66.38
NET REVENUE/EXPENSE PROFIT/-LOSS						
	274,013.01	841.16	273,171.85	441,227.56	692,889.00	-36.32
Total Depreciation Expense						
	54,545.00	57,260.50	-2,715.50	218,180.00	687,126.00	-68.25
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	219,468.01	-56,419.34	275,887.35	223,047.56	5,763.00	3,770.34

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

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	62,629.12	64,014.00	-1,384.88	247,707.45	768,373.00	-67.76
TOTAL OPERATING INCOME	62,629.12	64,014.00	-1,384.88	247,707.45	768,373.00	-67.76
OPERATING EXPENSE						
Total Administration Expenses	16,987.26	15,935.00	1,052.26	47,504.35	201,633.00	-76.44
Total Fee Expenses	8,092.00	8,152.00	-60.00	32,130.00	97,824.00	-67.16
Total Utilities Expenses	6,346.94	5,923.00	423.94	17,126.65	71,080.00	-75.91
Total Maintenance Expenses	23,962.65	34,287.00	-10,324.35	69,924.92	285,318.00	-75.49
Total Taxes & Insurance Expense	5,660.30	5,861.67	-201.37	30,589.75	71,199.00	-57.04
Total Financial Expenses	3,492.71	3,790.00	-297.29	14,342.08	45,480.00	-68.47
TOTAL ROUTINE OPERATING EXPENSE	64,541.86	73,948.67	-9,406.81	211,617.75	772,534.00	-72.61
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-9,625.00	9,625.00	0.00	-115,500.00	-100.00
Total Capital Expenditures	0.00	-9,625.00	9,625.00	0.00	-115,500.00	-100.00
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	
TOTAL ALL EXPENSES BEFORE DEPRECIATION	64,541.86	64,323.67	218.19	211,617.75	657,034.00	-67.79
NET REVENUE PROFIT/-LOSS						
	-1,912.74	-309.67	-1,603.07	36,089.70	111,339.00	-67.59
Total Depreciation Expense						
	9,625.00	9,625.00	0.00	38,500.00	115,500.00	-66.67
NET REVENUE w/Depreciation PROFIT/-LOSS	-11,537.74	-9,934.67	-1,603.07	-2,410.30	-4,161.00	-42.07

Knox County Housing Authority
CLAIMS REPORT - LOW RENT
July, 2021

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	-24,417.69	37,371.66	-61,789.35	39,064.43
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	16,554.05	15,793.66	760.39	66,177.38
Administrative Expenses	2,436.43	1,069.22	1,367.21	4,891.26
Tenant Services	77.45	0.00	77.45	393.06
Utilities	8,723.51	6,890.67	1,832.84	24,400.39
Maintenance Supplies/Contracts	60,509.14	12,461.15	48,047.99	94,034.16
Mileage	0.00	0.00	0.00	0.00
General Expenses	7,254.30	6,536.38	717.92	24,984.64
Non-Routine Expense	0.00	0.00	0.00	0.00
TOTAL MOON TOWERS CLAIMS	71,137.19	80,122.74	-8,985.55	253,945.32
AMP002 - FAMILY				
Salaries	-72,281.00	69,447.05	-141,728.05	40,096.86
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	18,084.33	17,513.87	570.46	72,957.74
Administrative Expenses	3,956.51	639.58	3,316.93	7,290.27
Tenant Services	0.00	0.00	0.00	0.00
Utilities	2,452.42	1,753.51	698.91	4,609.71
Maintenance Supplies/Contracts	116,552.97	8,397.59	108,155.38	145,298.55
Mileage	0.00	0.00	0.00	0.00
General Expenses	6,475.05	4,405.22	2,069.83	28,794.06
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	75,240.28	102,156.82	-26,916.54	299,047.19
AMP003 - BLUEBELL				
Salaries	-14,856.66	9,048.64	-23,905.30	5,314.18
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,793.78	4,620.09	173.69	19,008.14
Administrative Expenses	542.20	376.86	165.34	3,075.43
Tenant Services	0.00	0.00	0.00	26.08
Utilities	3,270.31	1,737.36	1,532.95	6,211.16
Maintenance Supplies/Contracts	24,216.12	3,647.01	20,569.11	36,326.40
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,785.88	2,703.39	82.49	8,421.72
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	20,751.63	22,133.35	-1,381.72	78,383.11
COCC				
Salaries	129,002.87	73,617.96	55,384.91	359,882.86
Employee W/H Payments	-0.01	-273.49	273.48	-2,098.71
Management Fees	302.64	0.00	302.64	310.14
Administrative Expenses	5,884.84	5,927.20	-42.36	23,241.68
Tenant Services	0.00	0.00	0.00	0.00
Utilities	449.61	348.64	100.97	1,006.82
Maintenance Supplies/Contracts	96.02	1,026.80	-930.78	250.33
Mileage	0.00	0.00	0.00	0.00
General Expenses	1,594.29	1,529.66	64.63	-1,425.51
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	137,330.26	82,176.77	55,153.49	381,167.61
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	17,447.52	189,485.31	-172,037.79	444,358.33
Employee W/H Payments	-0.01	-273.49	273.48	-2,098.71
Management Fees	39,734.80	37,927.62	1,807.18	158,453.40
Administrative Expenses	13,016.01	8,167.49	4,848.52	39,481.19
Tenant Services	77.45	0.00	77.45	419.14
Utilities	14,895.85	10,730.18	4,165.67	36,228.08
Maintenance Supplies	201,374.25	25,532.55	175,841.70	275,909.44
Mileage	0.00	0.00	0.00	0.00
General Expenses	18,109.52	15,174.65	2,934.87	60,774.91
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL LOW RENT CLAIMS	304,655.39	286,744.31	17,911.08	1,013,525.78

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

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	15,427.15	15,745.63	-318.48
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,224.50	5,746.30	-1,521.80
Administrative Expenses	1,377.38	609.44	767.94
Utilities	3,525.25	3,061.85	463.40
Maintenance Supplies/Contracts	3,361.46	2,143.53	1,217.93
Tax & Insurance Expenses	2,933.74	2,840.20	93.54
Finacial Expenses	1,746.36	1,879.15	-132.79
TOTAL BRENTWOOD CLAIMS	32,595.84	32,026.10	569.74
PRAIRIELAND			
Salaries	15,426.97	15,745.41	-318.44
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,867.50	5,171.67	-1,304.17
Administrative Expenses	1,888.42	777.08	1,111.34
Utilities	2,821.69	2,768.76	52.93
Maintenance Supplies/Contracts	3,335.30	5,570.19	-2,234.89
Taxes & Insurance Expenses	2,726.56	2,599.49	127.07
Financial Expenses	1,746.35	1,879.15	-132.80
TOTAL PRAIRIELAND CLAIMS	31,812.79	34,511.75	-2,698.96
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	30,854.12	31,491.04	-636.92
Employee W/H Payments	0.00	0.00	0.00
Management Fees	8,092.00	10,917.97	-2,825.97
Administrative Expenses	3,265.80	1,386.52	1,879.28
Utilities	6,346.94	5,830.61	516.33
Maintenance Supplies	6,696.76	7,713.72	-1,016.96
Taxes & Insurance Expenses	5,660.30	5,439.69	220.61
Financial Expenses	3,492.71	3,758.30	-265.59
TOTAL AHP CLAIMS	64,408.63	66,537.85	-2,129.22
HOUSING CHOICE VOUCHER - HCV			
Salaries	10,007.74	10,898.29	-890.55
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,031.17	3,568.50	462.67
Administrative Expenses	1,253.50	744.72	508.78
General Expense-Admin	575.56	564.87	10.69
Total HCV Expenses	15,867.97	15,776.38	91.59
HAP Expenses	75,431.32	76,120.00	-688.68
General Expenses	0.00	-156.42	156.42
Total HAP Expenses	75,431.32	75,963.58	-532.26
TOTAL HCV CLAIMS	91,299.29	91,739.96	-440.67

Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
July, 2021

	Current Period	Last Year Same	Current Year	Cumulative
CFG 2021 -				
Admin / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2021 CLAIMS	0.00	0.00	0.00	0.00
CFG 2020 - \$1,168,267				
Admin. / Operations	300,000.00	0.00	300,000.00	300,000.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2020 CLAIMS	300,000.00	0.00	300,000.00	300,000.00
CFG 2019 - \$1,083,874				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	66,198.18	0.00	165,067.40	225,802.40
TOTAL CFG 2019 CLAIMS	66,198.18	0.00	165,067.40	525,802.40
TOTAL CFG GRANT(S) CLAIMS	366,198.18	0.00	465,067.40	825,802.40

Knox County Housing Authority
CLAIMS REPORT TOTALS
July, 2021

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
<hr/>				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	71,137.19	80,122.74	-8,985.55	253,945.32
AMP002 - FAMILY	75,436.31	102,311.45	-26,875.14	300,029.74
AMP003 - BLUEBELL	20,751.63	22,133.35	-1,381.72	78,383.11
COCC	137,330.27	82,176.78	55,153.49	381,260.65
TOTAL LOW RENT	304,655.40	286,744.32	17,911.08	1,013,618.82
<u>A.H.P.</u>				
BRENTWOOD	32,718.07	32,032.10	685.97	107,626.25
PRAIRIELAND	31,823.79	34,518.75	-2,694.96	103,991.50
TOTAL A.H.P.	64,541.86	66,550.85	-2,008.99	211,617.75
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	15,867.97	15,776.38	91.59	49,207.86
TOTAL HCV	15,867.97	15,776.38	91.59	49,207.86
<u>GRANTS</u>				
CAPITAL FUND GRANT 2021	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2020	300,000.00	0.00	300,000.00	300,000.00
CAPITAL FUND GRANT 2019	66,198.18	0.00	66,198.18	165,067.40
TOTAL GRANTS	366,198.18	0.00	366,198.18	465,067.40
<hr/>				
TOTAL CLAIMS FOR MONTH	751,263.41	369,071.55	382,191.86	1,739,511.83

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 08/27/2021

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 08/31/2021

SUBJECT: Application for Payment #4 – Hein Construction

Executive Summary

At the 02/23/2021 Board meeting, a contract was approved with Hein Construction to complete 504 Renovations at the Family Sites. This is being done to ensure that the agency is fully compliant with Section 504 of the Rehabilitation Act. The work will include 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

Work has slowed due to the availability of materials for the project. This pay request is mostly for stored materials as well as some labor associated with the project. Additionally, demolition work has started at two 2-bedroom units that are undergoing modifications.

Alliance Architecture has reviewed and signed approval for Pay Request #4.

Fiscal Impact

This application for payment will be paid from 2019 and 2020 Capital Fund grants as approved at the 02/23/2021 Regular Meeting of the Board.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve Application for Payment #4 from Hein Construction in the amount of \$24,252.79 for the period to 08/31/2021.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA® DOCUMENT G732™ - 2009

TO OWNER:	Knox Co. Housing Authority 255 W Tompkins St Galesburg, IL 61401	PROJECT:	KCHA-504 Modifications-PH 3 Various Sites Galesburg, IL 61401	APPLICATION NO: 4	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> CONSTRUCTION MANAGER <input checked="" type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER
FROM		VIA CONTRACTOR:	Hein Construction Co., Inc 56 N. Cedar St. Galesburg, IL 61401	PERIOD TO: 8/31/2021	
Sub-Contractor	Hein Construction Co., Inc. 56 N. Cedar St. Galesburg, IL 61401			CONTRACT DATE:	
CONTRACT FOR:	General Contractor	VIA ARCHITECT:	Alliance Architects	PROJECT NO: 21-2144	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$	1,262,000.00
2. NET CHANGES IN THE WORK	\$	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	1,262,000.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	245,218.33
5. RETAINAGE:		
a. 10 % of Completed Work (Column D + E on G703)	\$	24,521.83
b. 10 % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	24,521.83
6. TOTAL EARNED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$	220,696.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	196,443.71
8. CURRENT PAYMENT DUE	\$	24,252.79
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	1,041,303.50

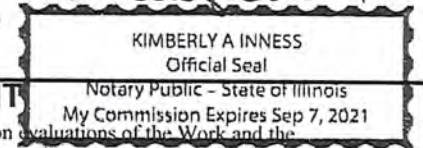
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$
Total approved this month including		\$
TOTALS	\$0.00	\$0.00
NET CHANGES IN THE WORK		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **HEIN CONSTRUCTION CO., INC.**

By: [Signature] Date: 8/13/21

State of: Illinois County of: Knox
Subscribed and sworn to before me this 13 day of August 2021
Notary Public [Signature]
My Commission expires: 9/17/21



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 24,252.79

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CONSTRUCTION MANAGER:
By: _____ Date: _____
ARCHITECT: (NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)
By: [Signature] **Alliance Architecture** Date: 08-18-2021

This Certificate is not negotiable and is payable only to the Contractor named herein. Issuance, payment and receipt of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 08/31/2021

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 08/31/2021

SUBJECT: RFP P22030 – Selection and Award for Annual Audit Services

Executive Summary

The Knox County Housing Authority is responsible for the preparation and fair presentation of annual financial statements in accordance with generally accepted accounting principles. This includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error. The KCHA prepares and submits financial information in compliance with 24 CFR § 5.801, which requires an audited financial statement be submitted no later than nine (9) months after a PHA's fiscal year end.

2 CFR § 200, et al., streamlines the Federal government's guidance on administrative requirements, cost principles, and audit requirements to more effectively focus Federal resources on improving performance and outcomes, while ensuring the financial integrity of taxpayer dollars in partnership with non-Federal stakeholders. The uniform guidance supersedes, consolidates, and streamlines requirements from eight OMB Circulars.

Summarizing 24 CFR § 5.801 and 2 CFR § 200 requirements, the KCHA must comply with the following:

- Annual audit of financial statements and internal controls
- Procurement of an Auditor, independent of agency financial operations, which meets the general standards in generally accepted government auditing standards

The agency's current procured auditor, Zenk & Associates, P.C., was initially awarded the contract to complete the audit for FYE 03/31/2018. Due to satisfactory completion of work, Zenk & Associates, P.C. was issued two (2) one-year contract extensions, per the provisions of the original contract. The contract with Zenk & Associates, P.C. expired with the completion of the audit submission for FYE 03/31/2020. A solicitation for Annual Audit Services was issued on the Housing Agency Marketplace from 08/03/2021 through 08/27/2021.

Outreach efforts for this solicitation were as follows:

- 819 total vendors informed via Housing Agency Marketplace
- 14 total views of the bid packet by vendors
- 2 proposals submitted:
 - Aprio, LLP
 - Barbacane, Thornton & Company

A panel comprised of KCHA Executive Director Derek Antoine, Assistant Director Cheryl Lefler, and Finance Coordinator Lee Lofing convened to review and score the proposals. Each member of the panel scored the proposals independently of the others prior to the meeting. The bid tabulation, which includes the composite scoring of the submissions, is attached to this memo. Aprio scored 97.67 while Barbacane, Thornton and Co. scored 96.33.

Fiscal Impact

The annual audit and subsequent report are funded directly through operating subsidy.

Recommendation

It is the recommendation of the Executive Director the Board approve selection of Aprio as the agency's independent auditor to provide Annual Audit Services at the proposed cost of \$19,952.00. The initial contract will be for a term of one year, with two one-year renewal options, for a maximum contract length of three years.

Annual Audit Services - P150030

	Maximum Point Value	Aprio	Barbacane, Thornton & Co.
Responsive & Responsible	-	yes	yes
Proposed cost	20	17.67	19.33
Demonstrated understanding of the requirement	15	15.00	15.00
Appropriateness of the technical approach & work plan quality	10	10.00	9.00
Technical capabilities & management Plan	10	10.00	9.67
Demonstrated experience & past performance	15	15.00	13.33
Peer review	20	20.00	20.00
Overall quality & professional appearance	10	10.00	10.00
Preference Evaluation Factor (Section 3)	15	n/a	n/a
Total Maximum Points	115	97.67	96.33
Proposed cost of the services - Year 1	-	\$ 19,952.00	\$ 15,500.00
Proposed cost of the services - Year 2	-	\$ 19,952.00	\$ 15,500.00
Proposed cost of the services - Year 3	-	\$ 19,952.00	\$ 15,500.00
Potential Additional Consulting as needed - hourly rate	-	\$ 160.00	\$ 180.00

RESOLUTION 2021-06

8/31/2021

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending June 30, 2021

Article I. Background

It is the policy of the Knox County Housing Authority to write-off all uncollectable debt owed from previous program participants. An effective asset management program includes activities that enable the Knox County Housing Authority to accurately reflect the value of its receivables and other assets and ensure that resources are not devoted to the recovery of uncollectible receivables. The timely identification of probable and estimable losses is an essential element in appropriately measuring the value of the KCHA's assets. Therefore, the write-off process is a critical component of the financial management activities.

Write-off recommendations should be made by each program manager upon the determination that the program area or accounting operation, despite its best recovery efforts, cannot recover the asset. Write-offs may also be appropriate when the general ledger account balances are insupportable, or other auditors have identified the need to adjust the records and management has agreed with the auditors.

Write-offs occur when the KCHA removes the corresponding amount of an uncollectible, un-reconciled, or unsubstantiated asset from the general ledger. On a quarterly basis, each program should evaluate the recoverability of its assets to quantify and recognize amounts to be written off. Each quarter the program managers will report to the finance coordinator the level of actual write-offs vs. its original estimated write-offs.

Once approved by the Board of Commissioners, uncollectable receivables will be turned over to the Illinois Debt Recovery Offset Portal (IDROP) for collection attempt. Additionally, at this point, the uncollectible receivables will be written off in KCHA accounting software and adjustment entries will be made to the general ledger.

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve the presented debts in the amount of \$9,796.87 effective for the period ending June 30, 2021.

RESOLUTION 2021-06

8/31/2021

Board of Commissioners

Derek Antoine, Executive Director

Approval of Bad Debt Charge-Offs for the period ending June 30, 2021.

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 Board of Commissioners of the Knox County Housing Authority hereby approves the charge-off of uncollectible debt in the amount of \$9,796.87 for the period ending June 30, 2021.
3. The Executive Director or designate is hereby authorized to charge-off uncollectible debt on behalf of the Knox County Housing Authority as provided in this Resolution.
4. This Resolution shall be effective in accordance with federal regulations and be effective as of June 30, 2021.

RESOLVED: August 31, 2021

Lomac Payton, Chairperson

Jared Hawkinson, Vice-Chairperson

Wayne Allen, Commissioner

Paul H. Stewart, Commissioner

Sara Robison, Commissioner

Joseph Riley, Commissioner

LaToya Carson, Resident Commissioner

Derek Antoine, Secretary/Executive Director (Attest)

RE: Approval of Bad Debt Write-Offs for the period ending June 30, 2021

Moon Towers 1st Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Justin	Jarvis	MT115-13	See Trisha Hillier	\$758.90
Trisha	Hillier	MT115-13	See Justin Jarvis	\$0.00
Zachary	Clewell	MT018-15	na	\$1,190.50
Joshua	Moffett	MT042-11	na	\$2,596.75
Total Moon Towers				\$4,546.15

Family's 1st Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Kari	Kline	FAM289-20	na	\$243.73
Megan	Anderson	FAM293-17	na	\$164.25
Cheyenne	Christianson	FAM304-16	na	\$743.00
Carolann	Stripp	FAM339-19	na	\$620.25
Alyssa	Mixon	FAM346-23	na	\$665.23
Doretha	Yarborough	FAM258-16	na	\$302.50
Yawanna	Batey	FAM307-12	na	\$33.76
Total Family				\$2,772.72

Bluebell's 1st Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Ashley	Watts	BB407-5	na	\$2,245.00
Rick	Brown	BB176-13	na	\$25.00
Total Bluebell				\$2,270.00

Voucher 1st Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Total Voucher				\$0.00

Brentwood & Prairieland 1st Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Samantha	Marshall	PL63-5	See Brian Marshall	\$208.00
Brian	Marshall	PL63-5	See Samantha Marshall	\$0.00
Total Brentwood & Prairieland				\$208.00

Total 1st Qtr FYE 2022 Bad Debt Write-Offs **\$9,796.87**

RESOLUTION 2021-07

08/31/2021

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Capital Fund Submission FFY 2021

Article I. Background

Under the Capital Fund Program (CFP) Final Rule, The Capital Fund Plan submission has been decoupled from the PHA plan submission and therefore must be separately transmitted to the Department of Housing and Urban Development.

The Knox County Housing Authority anticipates CFP funding in the amount of \$1,209,310.00 for calendar year 2021. This funding will be utilized to complete renovations at Moon Towers (roof replacement) and the Family Sites (Phase 4 – 504 Modifications at playgrounds and convenience modifications). Additionally, FFY 2021 CFP money has been budgeted for A&E Services. Further, as permitted by regulations, the KCHA may allocate limited portions of the projected CFP funding for administration, operations, and management improvements. Refer to the Capital Fund Program – Five-Year Action Plan (HUD-50075.2) for a breakdown of anticipated expenses. This document represents somewhat of a “wish-list” of modernization and rehabilitation projects the agency has deemed a priority for CFP fund use. While we do not anticipate receiving funds sufficient to fund every project listed, the list is all inclusive of projects the agency wishes to complete. Preparing such an exhaustive list allows the agency to move projects around between funding years, a concept referred to as fungibility. Projecting CFP funding to the agency, the KCHA realistically expects to receive approximately \$6,000,000.00 over the next five years.

In developing the Annual and Five-Year plans, the agency engaged property managers and staff and collaborated with residents convened through a Resident Advisory Board to solicit recommendations towards property upkeep and improvement. Information obtained through these processes was utilized by the KCHA in assessing priorities and formulating the projected budgets. The completed plans were posted on the KCHA website and made available for 45 days for review as part of the FYE 03/31/2021 KCHA Annual Plan process. Additionally, both documents have been prepared through analysis of year over year modernization/rehabilitation activities (appliances, flooring) and the Green Physical Needs Assessment (GPNA) conducted in September of 2014. While both documents are fluid, they represent capital needs that have been prioritized to the best of agency ability and resource.

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve to adopt the KCHA S Capital Fund 5-Year Plan submission for FFY 2021-2025 as presented.

RESOLUTION 2021-07

08/31/2021

Board of Commissioners

Derek Antoine, Executive Director

Approval of Capital Fund Submission FFY 2021

WHEREAS, the Knox County Housing Authority (KCHA) has prepared its Capital Fund Program (CFP) Annual Plan and its 5-Year Action Plan for the period FFY 2021 – FFY 2025 describing capital improvements needed to ensure long-term viability of KCHA's public housing developments; and

WHEREAS, under the new Capital Fund Final Rule, the Capital Fund Plan submission is decoupled from the PHA Plan submission and therefore, KCHA's CFP Action Plan is separately transmitted to HUD in conjunction with authorization by the KCHA Board of Commissioners; and

WHEREAS, KCHA's CFP Action Plan contemplates, subject to Congressional Appropriation, approximately \$1,209,310.00 in FFY 2021 HUD capital grants bringing the total projected 5-year budget to approximately \$6,000,000.00, and all proposed work items are outlined in the HUD prescribed format attached in Form 50075.2 which will be updated yearly on a rolling basis; and

WHEREAS, funding for the CFP Plan is essentially derived from the Capital Fund Program (CFP) grant which KCHA uses primarily for modernization and rehabilitation work including interior/exterior renovations and repairs; and

WHEREAS, as permitted by regulations, KCHA has allocated limited portions of its projected CFP grant for administration, operations, and management improvements with the remaining funds dedicated to capital work items; and

WHEREAS, prior to developing the CFP Annual and 5-Year Action Plan, KCHA engaged all property managers and collaborated with residents at their respective sites to provide recommendations on necessary property improvements; and information obtained through the process was used by KCHA in assessing priorities and formulating the Action Plans; and

WHEREAS, the CFP Plan and associated documentation was posted on KCHA's website and made available for review for a 45-day period; and KCHA held a consultation meeting with the Resident Advisory Board (RAB) on November 18, 2021 and conducted a public hearing in December 2021; all comments received through RAB consultation and through written correspondence were carefully considered; and

WHEREAS, the agency's Annual Plan was submitted to Illinois Housing Development Association officials for review and certification of consistency with the Consolidated Plan.

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RESOLUTION 2021-07

08/31/2021

Board of Commissioners

Derek Antoine, Executive Director

Approval of Capital Fund Submission FFY 2021

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 Board of Commissioners of the Knox County Housing Authority adopts the Capital Fund Program Annual Plan for FFY 2021 and the Five-Year Action Plan for FFY 2021 – FFY 2025.
3. The data collection and methodology used in developing the KCHA Capital Fund Program plans are compliant with requirements set forth in the Code of Federal Regulations and HUD guidance regarding preparation and submission of such plans.
4. This Resolution shall be carried out in accordance with agency policy, procedures, and federal regulations and be effective immediately.

RESOLVED: August 31, 2021

Lomac Payton, Chairperson

Jared Hawkinson, Vice-Chairperson

Wayne Allen, Commissioner

Paul H. Stewart, Commissioner

Sara Robison, Commissioner

Joseph Riley, Commissioner

LaToya Carson, Resident Commissioner

Derek Antoine, Secretary/Executive Director (Attest)

Capital Fund Program - Five-Year Action Plan

Status: Submitted

Approval Date:

Approved By:

Part I: Summary						
PHA Name : Knox County Housing Authority			Locality (City/County & State)			
PHA Number: IL085			<input checked="" type="checkbox"/> Original 5-Year Plan		<input type="checkbox"/> Revised 5-Year Plan (Revision No:)	
A.	Development Number and Name	Work Statement for Year 1 2021	Work Statement for Year 2 2022	Work Statement for Year 3 2023	Work Statement for Year 4 2024	Work Statement for Year 5 2025
	AUTHORITY-WIDE	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
	MOON TOWERS (IL085000001)	\$570,000.00	\$361,000.00	\$220,000.00	\$120,000.00	\$747,000.00
	FAMILY HOUSING (IL085000002)	\$487,310.00	\$530,310.00	\$737,310.00	\$932,310.00	\$253,000.00
	BLUE BELL TOWER (IL085000003)	\$52,000.00	\$218,000.00	\$152,000.00	\$57,000.00	\$109,310.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0001	Administration(Administration (1410)-Salaries)	COCC-Administration		\$100,000.00
	MOON TOWERS (IL085000001)			\$570,000.00
ID0002	Operations(Operations (1406))	Moon Towers Operations		\$55,000.00
ID0005	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Moon Towers Architect and Engineering Services		\$15,000.00
ID0038	Moon Towers Roof Replacement(Non-Dwelling Exterior (1480)-Roofs)	Replace roof at towers, community room and penthouses including membrane, insulation and flashing		\$500,000.00
	FAMILY HOUSING (IL085000002)			\$487,310.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0003	Operations(Operations (1406))	Family Sites Operations		\$103,000.00
ID0006	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Family Sites Architect and Engineering Services		\$50,000.00
ID0039	Phase 4 - 504 Modifications(Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Replace equipment & ensure accessibility at 3 family sites playgrounds		\$234,310.00
ID0040	Convenience Modifications(Dwelling Unit-Interior (1480)-Other)	Interior modifications to two 2-bedroom units		\$100,000.00
	BLUE BELL TOWER (IL085000003)			\$52,000.00
ID0004	Operations(Operations (1406))	Bluebell Tower Operations		\$42,000.00
ID0007	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Bluebell Towers Architect and Engineering Services		\$10,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2021				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$1,209,310.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
	2	2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0009	Administration(Administration (1410)-Salaries)	COCC Administration		\$100,000.00
	MOON TOWERS (IL085000001)			\$361,000.00
ID0010	Operations(Operations (1406))	Moon Towers Operations		\$55,000.00
ID0013	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Moon Towers Architect and Engineering Services		\$15,000.00
ID0044	Lighting(Non-Dwelling Exterior (1480)-Lighting,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Site Work (1480)-Lighting)	Replacement of interior (common areas, hallways and offices) and exterior (parking lots and common areas) lighting fixtures; install additional light fixtures as necessary		\$125,000.00
ID0047	Parking Lots(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Mill, resurface, seal asphalt and restripe parking lots at Moon Towers		\$111,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
2		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0054	Security Cameras(Management Improvement (1408)-Security Improvements (not police or guard-non-physical))	Replacement/installation of video surveillance cameras and related equipment at Moon Towers		\$50,000.00
ID0057	Concrete Work(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Concrete work at Moon Towers		\$5,000.00
	FAMILY HOUSING (IL085000002)			\$530,310.00
ID0011	Operations(Operations (1406))	Family Sites Operations		\$103,000.00
ID0014	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Family Sites Architect and Engineering Services		\$50,000.00
ID0045	Lighting(Non-Dwelling Exterior (1480)-Lighting,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Site Work (1480)-Lighting)	Replacement of interior (common areas, hallways and offices) and exterior (parking lots and common areas) lighting fixtures; install additional light fixtures as necessary		\$175,000.00
ID0049	Asphalt(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Mill, resurface, seal asphalt driveways, parking lots and basketball court at Family Sites; restripe areas as needed		\$90,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0055	Security Cameras(Management Improvement (1408)-Security Improvements (not police or guard-non-physical))	Replacement/installation of video surveillance cameras and related equipment at Family Sites		\$100,000.00
ID0058	Concrete Work(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Concrete Work at Family Sites		\$7,310.00
ID0059	Concrete Work(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Concrete work at Bluebell Tower		\$5,000.00
	BLUE BELL TOWER (IL085000003)			\$218,000.00
ID0012	Operations(Operations (1406))	Bluebell Tower Operations		\$42,000.00
ID0015	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Bluebell Tower Architect and Engineering Services		\$10,000.00
ID0046	Lighting(Non-Dwelling Exterior (1480)-Lighting,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Site Work (1480)-Lighting)	Replacement of interior (common areas, hallways and offices) and exterior (parking lots and common areas) lighting fixtures; install additional light fixtures as necessary		\$30,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0017	Administration(Administration (1410)-Salaries)	COCC Administration		\$100,000.00
	MOON TOWERS (IL085000001)			\$220,000.00
ID0018	Operations(Operations (1406))	Moon Towers Operations		\$55,000.00
ID0021	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Moon Towers Architect and Engineering Services		\$15,000.00
ID0066	Fire Suppression System(Non-Dwelling Construction - Mechanical (1480)-Fire Suppression System)	Upgrade fire suppression system at Moon Towers		\$100,000.00
ID0069	Bathroom Renovations(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom renovations at Moon Towers		\$50,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	FAMILY HOUSING (IL085000002)			\$737,310.00
ID0019	Operations(Operations (1406))	Family Sites Operations		\$103,000.00
ID0022	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Family Sites Architect and Engineering Services		\$50,000.00
ID0050	Furnaces (Dwelling Unit-Interior (1480)-Mechanical)	Furnace replacement at 190 units		\$475,000.00
ID0068	Unit Exteriors(Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Replace vinyl siding, clean and reseal brick veneer, tuckpointing, replace fascia, gutters and downspouts		\$50,000.00
ID0071	Bathroom and Kitchen Renovations(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Commodes,Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Bathroom and Kitchen Renovations at Family Sites		\$59,310.00
	BLUE BELL TOWER (IL085000003)			\$152,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4		2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0024	Administration(Administration (1410)-Salaries)	COCC Administration		\$100,000.00
	MOON TOWERS (IL085000001)			\$120,000.00
ID0025	Operations(Operations (1406))	Moon Towers Operations		\$55,000.00
ID0028	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Moon Towers Architect and Engineering Services		\$15,000.00
ID0041	Moon Towers Generator(Non-Dwelling Construction - Mechanical (1480)-Generator)	Replacement of emergency generator		\$40,000.00
ID0060	Landscaping(Non-Dwelling Site Work (1480)-Landscape)	Landscaping at Moon Towers		\$10,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2024	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	FAMILY HOUSING (IL085000002)			\$932,310.00
ID0026	Operations(Operations (1406))	Family Sites Operations		\$103,000.00
ID0029	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Family Sites Architect and Engineering Services		\$50,000.00
ID0048	Unit Exteriors(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Mail Facilities)	Installation of new storm doors, replacement of unit mailboxes and unit numbers at Family Sites		\$165,000.00
ID0051	Central Air Conditioning(Dwelling Unit-Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Mechanical)	Replacement of central air conditioning condensers at Family Sites		\$602,000.00
ID0061	Landscaping(Non-Dwelling Site Work (1480)-Landscape)	Landscaping work at Family Sites		\$12,310.00
	BLUE BELL TOWER (IL085000003)			\$57,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0027	Operations(Operations (1406))	Bluebell Tower Operations		\$42,000.00
ID0030	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Bluebell Tower Architect and Engineering Services		\$10,000.00
ID0062	Landscaping(Non-Dwelling Site Work (1480)-Landscape)	Landscape work at Bluebell Tower		\$5,000.00
	Subtotal of Estimated Cost			\$1,209,310.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$100,000.00
ID0031	Administration(Administration (1410)-Salaries)	COCC Administration		\$100,000.00
	MOON TOWERS (IL085000001)			\$747,000.00
ID0032	Operations(Operations (1406))	Moon Towers Operations		\$55,000.00
ID0035	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Moon Towers Architect and Engineering Services		\$15,000.00
ID0042	Carpet replacement(Non-Dwelling Interior (1480)-Common Area Flooring)	Installation of new carpet at Moon Towers		\$45,000.00
ID0063	Window Replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Window replacement of windows at Moon Towers		\$632,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	FAMILY HOUSING (IL085000002)			\$253,000.00
ID0033	Operations(Operations (1406))	Family Sites Operations		\$103,000.00
ID0036	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Family Sites Architect and Engineering Services		\$50,000.00
ID0064	Window Replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Window replacement of windows at Family Sites		\$100,000.00
	BLUE BELL TOWER (IL085000003)			\$109,310.00
ID0034	Operations(Operations (1406))	Bluebell Tower Operations		\$42,000.00
ID0037	A&E Services(Contract Administration (1480)-Other Fees and Costs)	Bluebell Tower Architect and Engineering Services		\$10,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0043	Carpet replacement(Non-Dwelling Interior (1480)-Common Area Flooring)	Installation of new carpet at Bluebell Tower		\$10,000.00
ID0065	Window Replacement(Dwelling Unit-Exterior (1480)-Windows,Non-Dwelling Exterior (1480)-Windows)	Window replacement at Bluebell Tower		\$47,310.00
	Subtotal of Estimated Cost			\$1,209,310.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 1	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$100,000.00
Subtotal of Estimated Cost	\$100,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 2	2022
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$100,000.00
Subtotal of Estimated Cost	\$100,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 3	2023
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$100,000.00
Subtotal of Estimated Cost	\$100,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 4	2024
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$100,000.00
Subtotal of Estimated Cost	\$100,000.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 5	2025
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$100,000.00
Subtotal of Estimated Cost	\$100,000.00

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 08/27/2021

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 08/31/2018

SUBJECT: Rent Reasonableness Service

Executive Summary

PHAs must ensure that rents charged by owners to Housing Choice Voucher (HCV) program participants are reasonable. PHAs must compare the rent for the voucher unit to rents for similar unassisted units in the marketplace.

Ensuring rent reasonableness is very important for effective program operations. If a PHA approves rents that are too high, government funds are wasted, and limited housing subsidies are squandered. Alternatively, if rents are approved at levels lower than comparable units in the private market, better owners and higher quality units are discouraged from participating in the program. In addition, families may be inappropriately restricted in where they can live.

HUD regulations require that PHAs perform a rent reasonableness determination in each of the following four instances: before executing a HAP contract, before an increase in the rent to owner, decrease in area FMRs of 10% or more, or if directed by HUD. In conducting rent reasonableness in comparison with unassisted units, the PHA must consider the following factors where appropriate and practical:

- Location;
- Quality;
- Size;
- Unit type;
- Age of the contract unit;
- Amenities;
- Housing services;
- Maintenance; and
- Utilities the owner must provide under the lease.

Many PHAs use a third-party service or database of rental units to find comparable units. When choosing a database, PHAs should ensure that the database meets the compliance requirements of the program.

The Knox County Housing Authority has elected to utilize The Nelrod Company's EZ-Reasonable Rent Determination system. This provides an automated solution to rent reasonableness studies and is developed by Rental Market and Compliance experts with more than 32 years of experience providing technical assistance and support to numerous small, medium, and large agency programs. Nelrod's system utilizes a five-method analysis to provide accurate and justifiable reasonableness determinations. Additionally, all reports provided are SEMAP compliant and have passed through the HUD field office and RIM review processes.

It is the intent of the agency to utilize the system through FYE 03/31/2022, with future updates being considered based on current market conditions.

Fiscal Impact

Credit hours are earned through the agency's partnership with the Nelrod Consortium. The credit hours will be utilized to pay for the use of this system.

Recommendation

It is the recommendation of the Executive Director the Board approve the use of the EZ-Reasonable Rent Determination system through the Nelrod Company, effective immediately.



EXECUTIVE DIRECTOR REPORT JULY 2021

**REGULAR MEETING
KCHA BOARD OF COMMISSIONERS**

Tuesday, August 31, 2021

Moon Towers Conference Room

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 03/31/2022:

Date	Commissioner	Training Description	Location	Hours
				0.0
				0.0
				0.0
				0.0
				0.0
Total Hours:				0.0

The following table details monthly and annual costs (to date) incurred by the agency for **commissioner** training and development for FYE 03/31/2022:

Month	Training Events	Training Hours	Total Cost	Avg Cost per Hour	Training Budget	% to Budget	Variance
Apr-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
May-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jun-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jul-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Aug-21	1	9.0	\$ 1,500.00	\$ 166.67	\$ 833.33	180.00%	\$ 666.67
Sep-21			\$ -	\$ -	\$ -	0.00%	\$ -
Oct-21			\$ -	\$ -	\$ -	0.00%	\$ -
Nov-21			\$ -	\$ -	\$ -	0.00%	\$ -
Dec-21			\$ -	\$ -	\$ -	0.00%	\$ -
Jan-22			\$ -	\$ -	\$ -	0.00%	\$ -
Feb-22			\$ -	\$ -	\$ -	0.00%	\$ -
Mar-22			\$ -	#DIV/0!		0.00%	
FYE 2022	1	9.0	\$ 1,500.00	\$ 166.67	\$ 4,166.67	36.00%	\$ (2,666.67)

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%
Carson, LaToya						0.0%
Robison, Sara				1		20.0%
Riley, Joseph						0.0%
Antoine, Derek (ED)	1	1	1	1		80.0%
Total Authority	1	2	2	3	1	22.5%

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

CY 2021	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	%
Payton, Lomac (C)		1	1	1	1	1	1						85.7%
Hawkinson, Jared (VC)	1	1	1	1			1						71.4%
Allen, Wayne	1	1	1	1	1		1						85.7%
Stewart, Paul H.	1	1	1	1	1	1	1						100.0%
Robison, Sara	1	1	1	1	1	1	1						100.0%
Riley, Joseph	1	1	1	1	1	1	1						100.0%
Carson, LaToya	1	1	1	1	1	1	1						100.0%
Antoine, Derek (ED)	1	1	1	1	1	1	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	7	Meets Requirement
Does the Board include a participant of KCHA programs?	YES	YES	Meets Requirement
Number of Board meetings:	7	7	Meets requirement
Average meeting attendance:	80.0	92.9%	Meets 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	3/30	Meets requirement
Are the results of quality control testing communicated to the Board?	YES	YES	Meets requirement

EXECUTIVE SUMMARY

FINANCIAL SUMMARY

The following financial statements for June 2021 have been included with this month's Board meeting informational packet:

- Operating statements for each program/property
- Claims and bills summarization
- Notes for the financials

Financial performance for the agency remains strong as we begin the second quarter of fiscal 2022. The public housing program properties received a "shot in the arm" in the form of operational transfers from the Capital Fund, bolstering AMP income and forecasted provisions for reserves. Accounting for centralized maintenance out of the cost center continues to be a learning process, as we attempt to properly account for all maintenance tasks and time through the system.

A new field in the Financial Notes for the month (and will be ongoing for the foreseeable future) details Emergency Housing Vouchers. On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 into law, which provides over \$1.9 trillion in relief to address the continued impact of the COVID-19 pandemic on the economy, public health, State and local governments, individuals, and businesses. Section 3202 of the ARP appropriates \$5 billion for new emergency housing vouchers (EHV), the renewal of those EHV's, and fees for the cost of administering the EHV's and other eligible expenses defined by notice to prevent, prepare, and respond to coronavirus to facilitate the leasing of the emergency vouchers, such as security deposit assistance and other costs related to retention and support of participating owners. EHV's are tenant-based rental assistance under section 8(o) of the United States Housing Act of 1937. Through the American Rescue Plan, the Knox County Housing Authority has been allocated fifteen (15) EHV's. Applications to receive these vouchers are managed by the Salvation Army of Galesburg (the local Continuum of Care – CoC) through a direct referral process. Eligibility for EHV's is limited to individuals and families who are: experiencing homelessness, at risk of homelessness, fleeing domestic violence or human trafficking or were recently homeless or at high risk of housing instability. These participants will have the benefit of an expedited housing process as well as ongoing case management services (through local service provider partners) to ensure their successful reintegration into housing.

EXECUTIVE SUMMARY

GRANT STATUS/PERFORMANCE

2020 CFP Grant IL01P08550120

- Obligation End Date (OED): 04/15/2022
- Expenditure End Date (EED): 04/15/2024

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%	\$ -	0.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ -	0.0%
1480 General Capital Activity	\$ 918,959.00	\$ 868,267.00	\$ 630,486.00	72.6%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 1,218,959.00	\$ 1,168,267.00	\$ 930,486.00	79.6%	\$ -	0.0%

CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 Family - Playground	\$ 154,973.00	\$ -	\$ -	0.0%	\$ -	#DIV/0!
1480 MT - Roof Replacement	\$ 125,000.00	\$ 187,781.00	\$ -	0.0%	\$ -	0.0%
1480 504 Phase 3	\$ 529,861.00	\$ 571,361.00	\$ 571,361.00	100.0%	\$ -	0.0%
1480 A&E Services	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%	\$ -	0.0%
1480 Floor Removal	\$ 59,125.00	\$ 59,125.00	\$ 59,125.00	100.0%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 918,959.00	\$ 868,267.00	\$ 630,486.00	72.6%	\$ -	0.0%

Budgeted activities include operational transfers, playground renovation at the family sites, roof replacement at Moon Towers, and finishing 504-Phase 3 renovations at Bluebell Tower. Due to unforeseen flooring expenses arising from the 504 modernization project, the rehabilitation of the playgrounds at the Family Sites has been reprioritized to a future year.

CFP Grant IL01P08550120 is now 79.6% obligated and must be at 90% (contracts for work signed) by 04/15/2022. This grant must be fully expended by 04/15/2024.

EXECUTIVE SUMMARY

2019 CFP Grant IL01P08550119

- Obligation End Date (OED): 04/15/2021
- Expenditure End Date (EED): 04/15/2023

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	\$ -	\$ -		\$ -	0.0%
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	\$ 783,874.00	100.0%	\$ 278,508.71	35.5%
Total Capital Fund Program	\$ 1,133,806.00	\$ 1,083,874.00	\$ 1,083,874.00	100.0%	\$ 578,508.71	53.4%

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%	\$ 67,825.00	72.7%
1480 504 Phase 3 - AMP 1	\$ 690,639.00	\$ 690,639.00	\$ 690,639.00	100.0%	\$ 210,683.71	30.5%
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 783,874.00	\$ 783,874.00	\$ 783,874.00	100.0%	\$ 278,508.71	35.5%

The vast majority of the 2019 CFP is allocated for Phase 3 of the 504 Modernization Project, which began in 2018. 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.

CFP Grant IL01P08550118 is 100% obligated (contracts for work signed) ahead of the 04/15/2021 obligation expenditure deadline (OED). Currently, 48.5% of the grant has been expended ahead of the 04/15/2023 deadline.

EXECUTIVE SUMMARY

POLICY/OPERATIONS

COVID-19 Operations/Update

No report this period.

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

CURRENT PERIOD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Moon Towers	5487	5417	98.7%	1.3%	177	177	100.0%	0.0%
Family Sites	5983	5935	99.2%	0.8%	193	193	100.0%	0.0%
Bluebell Tower	1581	1563	98.9%	1.1%	51	51	100.0%	0.0%
PH Total	13051	12915	99.0%	1.0%	421	421	100.0%	0.0%

FISCAL YTD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Moon Towers	21594	21500	99.6%	0.4%	708	708	100.0%	0.0%
Family Sites	23912	23651	98.9%	1.1%	784	784	100.0%	0.0%
Bluebell Tower	6222	6175	99.2%	0.8%	204	204	100.0%	0.0%
PH Total	51728	51326	99.2%	0.8%	1696	1696	100.0%	0.0%

	CURRENT PERIOD					FISCAL YTD				
	#	DOWN	MAINT.	LEASING	TOTAL	#	DOWN	MAINT.	LEASING	TOTAL
Moon Towers	4	1	47	51	99	8	1	63	67	131
Averages		0.3	11.8	12.8	24.8		0.1	7.9	8.4	16.4
Family Sites	2	11	20	11	42	11	56	97	31	184
Averages		5.5	10.0	5.5	21.0		5.1	8.8	2.8	16.7
Bluebell Tower	1	7	11	0	18	3	7	24	20	51
Averages		7.0	11.0	0.0	18.0		2.3	8.0	6.7	17.0
PH Total	7	19	78	62	159	22	64	184	118	366
Averages		2.7	11.1	8.9	22.7		2.9	8.4	5.4	16.6

Occupancy days are measured regarding maximizing rental potential and to minimize vacancy loss. Occupancy months are measured by HUD through its systems to assess the management capability of each PHA. The goal for each is 98.0%.

PUBLIC HOUSING PROGRAM

FINANCIAL ANALYSIS

	CURRENT PERIOD			FISCAL YTD		
	ACTUAL	BUDGET	VAR	ACTUAL	BUDGET	VAR
Moon Towers						
Income	\$ 129,634.28	\$ 68,660.00	188.8%	\$ 365,265.64	\$ 329,490.00	110.9%
Expense	\$ 71,137.19	\$ 68,617.51	103.7%	\$ 253,929.78	\$ 281,402.04	90.2%
Revenue/(LOSS)	\$ 58,497.09	\$ 42.49	137672.6%	\$ 111,335.86	\$ 48,087.96	231.5%
Family Sites						
Income	\$ 193,903.22	\$ 90,446.00	214.4%	\$ 485,942.35	\$ 367,810.00	132.1%
Expense	\$ 75,436.31	\$ 95,588.08	78.9%	\$ 300,029.74	\$ 358,867.32	83.6%
Revenue/(LOSS)	\$ 118,466.91	\$ (5,142.08)	-2303.9%	\$ 185,912.61	\$ 8,942.68	2078.9%
Bluebell Tower						
Income	\$ 63,707.14	\$ 19,010.92	335.1%	\$ 135,244.94	\$ 117,992.68	114.6%
Expense	\$ 20,751.63	\$ 21,422.83	96.9%	\$ 78,383.11	\$ 86,470.32	90.6%
Revenue/(LOSS)	\$ 42,955.51	\$ (2,411.91)	-1781.0%	\$ 56,861.83	\$ 31,522.36	180.4%
PH Total						
Income	\$ 387,244.64	\$ 178,116.92	217.4%	\$ 986,452.93	\$ 815,292.68	121.0%
Expense	\$ 167,325.13	\$ 185,628.42	90.1%	\$ 632,342.63	\$ 726,739.68	87.0%
Revenue/(LOSS)	\$ 219,919.51	\$ (7,511.50)	-2927.8%	\$ 354,110.30	\$ 88,553.00	399.9%

	PROJ TEN REVENUE	A/R	TAR %
Moon Towers	\$ 429,934.44	\$ 26,712.90	6.21%
Family Sites	\$ 233,586.39	\$ 54,036.86	23.13%
Bluebell Tower	\$ 167,392.77	\$ 8,187.06	4.89%
PH Total	\$ 830,913.60	\$ 88,936.82	10.70%

	CASH POSITION	MIN. RESERVE	AVG MTH EXP	MENAR	EXCESS CASH
Moon Towers	\$ 598,045.94	\$ 253,945.32	\$ 63,486.33	9.42	\$ 344,100.62
Family Sites	\$ 662,167.28	\$ 300,029.74	\$ 75,007.44	8.83	\$ 362,137.54
Bluebell Tower	\$ 193,013.19	\$ 78,383.11	\$ 19,595.78	9.85	\$ 114,630.08
PH Total	\$ 1,453,226.41	\$ 632,358.17	\$ 158,089.55	9.19	\$ 820,868.24

PUBLIC HOUSING PROGRAM

MAINTENANCE

MAINTENANCE - UNIT TURN

CURRENT PERIOD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Moon Towers	3	1	0.33	47	15.67	48	16
Family Sites	5	20	4.00	54	10.80	74	14.8
Bluebell Tower	1	7	7.00	11	11.00	18	18
PH Total	9	28	3.11	112	12.44	140	15.56

FISCAL YTD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Moon Towers	6	1	0.17	40	6.67	41	6.83
Family Sites	12	53	4.42	103	8.58	156	13.00
Bluebell Tower	3	7	2.33	24	8.00	31	10.33
PH Total	21	61	2.90	167	7.95	228	10.86

MAINTENANCE - ROUTINE WORK ORDERS

CURRENT PERIOD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Moon Towers	85	85	100.0%	0.0%	124	1.46
Family Sites	106	106	100.0%	0.0%	196	1.85
Bluebell Tower	27	27	100.0%	0.0%	55	2.04
PH Total	218	218	100.0%	0.0%	375	1.72

FISCAL YTD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Moon Towers	312	312	100.0%	0.0%	543	1.74
Family Sites	454	454	100.0%	0.0%	790	1.74
Bluebell Tower	114	114	100.0%	0.0%	245	2.15
PH Total	880	880	100.0%	0.0%	1578	1.79

PUBLIC HOUSING PROGRAM

MAINTENANCE - EMERGENCY WORK ORDERS

CURRENT PERIOD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Moon Towers	3	3	100.0%	3	100.0%	0	0.0%
Family Sites	12	12	100.0%	12	100.0%	0	0.0%
Bluebell Tower	3	3	100.0%	3	100.0%	0	0.0%
PH Total	18	18	100.0%	18	100.0%	0	0.0%

FISCAL YTD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Moon Towers	37	35	94.6%	35	94.6%	0	0.0%
Family Sites	42	42	100.0%	42	100.0%	0	0.0%
Bluebell Tower	7	7	100.0%	7	100.0%	0	0.0%
PH Total	86	84	97.7%	84	97.7%	0	0.0%

MAINTENANCE - ANNUAL INSPECTIONS

FISCAL YTD	TOTAL	MTD	YTD	REM	COMP	#	WO	DONE	%
Moon Towers	195	18	80	177	9.2%	0	0	0	100.0%
Family Sites	424	32	32	392	7.5%	0	0	0	100.0%
Bluebell Tower	65	14	116	51	21.5%	0	0	0	100.0%
PH Total	684	64	228	620	9.4%	0	0	0	100.0%

PUBLIC HOUSING PROGRAM

MANAGEMENT OPERATIONS

MANAGEMENT - EFFICIENCY

	<u>APPEAR</u>	<u>PIC</u>	<u>EIV</u>	<u>FILE</u>	<u>CSSR</u>	<u>TENANT</u>
Moon Towers	98.6%	100.0%	25.0%	0.0%	100.0%	48.9%
Family Sites	87.2%	100.0%	25.0%	0.0%	100.0%	42.1%
Bluebell Tower	95.7%	100.0%	25.0%	0.0%	100.0%	60.0%

MANAGEMENT - PEST CONTROL

<u>CURRENT PERIOD</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>UNITS</u>	<u>% AFF</u>	<u>UNIT TRT</u>	<u>% TRT</u>
Moon Towers	20	42	0	0	0	62	177	35.0%	62	100.0%
Family Sites	1	2	1	0	0	4	196	2.0%	4	100.0%
Bluebell Tower	0	1	0	0	0	1	51	2.0%	1	100.0%
PH Total	21	45	1	0	0	67	424	15.8%	67	100.0%

<u>FISCAL YTD</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>UNITS</u>	<u>% AFF</u>	<u>UNIT TRT</u>	<u>% TRT</u>
Moon Towers	80	168	0	0	0	248	708	35.0%	248	100.0%
Family Sites	4	8	4	0	0	16	784	2.0%	16	100.0%
Bluebell Tower	8	4	0	0	0	12	204	5.9%	12	100.0%
PH Total	92	180	4	0	0	276	1696	16.3%	276	100.0%

PUBLIC HOUSING PROGRAM

CRIME REPORTING

FISCAL YTD	VIOLENT CRIMES			THEFT			OTHER CRIMES		
	ASS/BAT	MUR	SEX	BURG	ROB	THEFT	DOM	DRUG	OTHER
Moon Towers									
Reported Crimes	0	0	0	0	0	0	0	0	0
Crime Rates	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Family Sites									
Reported Crimes	2	0	1	0	0	9	22	0	406
Crime Rates	326.3	0.0	163.1	0.0	0.0	1468.2	3588.9	0.0	66231.6
Bluebell Tower									
Reported Crimes	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Crime Rates	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Galesburg - CR	297.8	3.3	115.8	774.3	43.0	3239.6	1345.9	829.3	0.0
Knox County - CR	363.8	8.7	78.0	623.7	8.7	701.7	1345.9	3560.3	0.0

PUBLIC HOUSING PROGRAM

PHAS ASSESSMENT

PHAS ASSESSMENT

	<u>P - 100</u>	<u>P - 40</u>	<u>MASS</u>	<u>FASS</u>	<u>CFP</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Moon Towers	97.38	38.95	21.00	25.00	10.00	94.95	HIGH PERFORMER
Family Sites	95.00	38.00	21.00	25.00	10.00	94.00	HIGH PERFORMER
Bluebell Tower	99.8	39.92	21.00	25.00	10.00	95.92	HIGH PERFORMER
PH Total		38.63	21.00	25.00	10.00	94.63	HIGH PERFORMER

Based on current and YTD reported data, the public housing program is trending towards a designation of **HIGH PERFORMER** for FYE 2022.

PROPERTY SCORECARD

<u>CURRENT PERIOD</u>	<u>MAINT</u>	<u>OCC</u>	<u>FINANCE</u>	<u>MGMT</u>	<u>TENANT</u>	<u>PHAS</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Moon Towers	3.50	3.55	2.45	2.10	3.00	3.75	3.05	STANDARD
Family Sites	3.45	2.80	2.50	1.70	2.50	3.75	2.79	STANDARD
Bluebell Tower	3.30	4.00	2.45	2.10	2.00	3.75	3.09	STANDARD
PH Total	3.45	3.26	2.47	1.92	2.65	3.75	2.93	STANDARD

<u>FISCAL YTD</u>	<u>MAINT</u>	<u>OCC</u>	<u>FINANCE</u>	<u>MGMT</u>	<u>TENANT</u>	<u>PHAS</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Moon Towers	2.80	3.55	2.90	2.40	2.50	3.75	3.08	STANDARD
Family Sites	3.60	3.35	2.95	1.70	2.50	3.75	3.06	STANDARD
Bluebell Tower	3.60	3.55	2.90	2.40	2.00	3.75	3.18	STANDARD
PH Total	3.27	3.46	2.92	2.08	2.44	3.75	3.08	STANDARD

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	164	18	28	1	0	1	152	158.00
MAR	152	25	19	0	0	3	155	157.00
APR	131	347	200	8	0	106	164	158.75
MAY	131	75	0	0	0	11	195	166.00
JUN	195	101	36	0	0	19	177	167.93
JUL	177	30	22	4	0	1	180	169.57
AUG								
SEPT								
OCT								
NOV								
DEC								
TOTAL		612	306	13	0	143		

VOUCHER ACTIVITY

VOUCHER ACTIVITY	PRIOR SEARCH	VOUCHER ACTIVITY						VOUCH. SEARCH
		ISSUED	EXPIRED	REVOKE	PORTS	FORFEIT	LEASED	
JAN	6	2	2	0	0	0	2	4
FEB	4	19	1	2	1	0	2	17
MAR	17	21	0	1	0	1	3	17
APR	17	109	11	4	10	4	48	32
MAY	32	11	4	6	3	2	9	19
JUN	19	19	4	6	3	2	9	14
JUL	14	20	6	5	5	3	14	1
AUG								
SEPT								
OCT								
NOV								
DEC								
TOTAL		201	28	24	22	12	87	

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	194	\$ 67,853.00	\$ 80,073.00	84.74%	\$ 349.76	\$ 346.95
MAR	194	\$ 67,912.00	\$ 80,042.00	84.85%	\$ 350.06	\$ 347.99
APR	194	\$ 69,101.00	\$ 79,379.00	87.05%	\$ 356.19	\$ 350.04
MAY	194	\$ 66,199.00	\$ 78,815.00	83.99%	\$ 341.23	\$ 348.28
JUN	194	\$ 70,500.00	\$ 77,678.00	90.76%	\$ 363.40	\$ 350.80
JUL	196	\$ 69,386.00	\$ 79,439.00	87.35%	\$ 354.01	\$ 351.26
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL	1360	\$ 477,716.00	\$ 556,472.45	85.85%	\$ 351.26	

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	8	\$ 10,278.00	\$ 80,073.00	12.84%	\$ 1,284.75	\$ 1,390.40
MAR	8	\$ 10,278.00	\$ 80,042.00	12.84%	\$ 1,284.75	\$ 1,355.19
APR	8	\$ 10,278.00	\$ 79,379.00	12.95%	\$ 1,284.75	\$ 1,377.58
MAY	8	\$ 10,625.00	\$ 78,815.00	13.48%	\$ 1,328.13	\$ 1,335.69
JUN	8	\$ 5,324.00	\$ 77,678.00	6.85%	\$ 665.50	\$ 1,223.99
JUL	8	\$ 8,536.00	\$ 79,439.00	10.75%	\$ 1,067.00	\$ 1,201.56
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL	56	\$ 67,287.45	\$ 556,472.45	12.09%	\$ 1,201.56	

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	\$ 77,482.00	\$ 12,367.55	\$ 89,849.55	90.20%
FEB	280	203	72.50%	\$ 161,285.00	\$ 154,964.00	\$ 4,123.55	\$ 159,087.55	101.38%
MAR	280	204	72.86%	\$ 241,327.45	\$ 232,446.00	\$ (2,270.45)	\$ 230,175.55	104.84%
APR	280	203	72.50%	\$ 320,359.59	\$ 310,169.00	\$ 940.41	\$ 311,109.41	102.97%
MAY	280	203	72.50%	\$ 398,950.45	\$ 387,711.00	\$ (13,710.88)	\$ 374,000.12	106.67%
JUN	280	203	72.50%	\$ 477,680.45	\$ 465,253.00	\$ (10,080.88)	\$ 455,172.12	104.95%
JUL	280	205	73.21%	\$ 557,119.45	\$ 539,462.00	\$ (7,512.88)	\$ 531,949.12	104.73%
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	20.0	20.0	100.00%
HQS - Enforcement	10.0	10.0	100.00%	SEMAP FORECAST	130.0	130.0	100.00%
				SEMAP FORECAST		High Performer	

Based on current trending, the agency would score as **High Performer** for the current SEMAP cycle.

AFFORDABLE HOUSING PRESERVATION (AHP)

AFFORDABLE HOUSING PRESERVATION (AHP)

OCCUPANCY

CURRENT PERIOD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Brentwood	2232	2201	98.6%	1.4%	72	71	98.6%	1.4%
Prairieland	2015	2002	99.4%	0.6%	65	65	100.0%	0.0%
AHP Total	4247	4203	99.0%	1.0%	137	136	99.3%	0.7%

FISCAL YTD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Brentwood	8784	8707	99.1%	0.9%	288	288	100.0%	0.0%
Prairieland	7930	7863	99.2%	0.8%	260	260	100.0%	0.0%
AHP Total	16714	16570	99.1%	0.9%	548	548	100.0%	0.0%

	CURRENT PERIOD					FISCAL YTD				
	#	DOWN	MAINT.	LEASING	TOTAL	#	DOWN	MAINT.	LEASING	TOTAL
Brentwood	1	0	15	20	35	7	21	30	29	80
Averages		0.0	15.0	20.0	35.0		3.0	4.3	4.1	11.4
Prairieland	2	3	12	3	18	7	15	50	9	74
Averages		1.5	6.0	1.5	9.0		2.1	7.1	1.3	10.6
PH Total	3	3	27	23	53	14	36	80	38	154
Averages		1.0	9.0	7.7	17.7		2.6	5.7	2.7	11.0

Occupancy days are measured regarding maximizing rental potential and to minimize vacancy loss. Occupancy months are measured by HUD through its systems to assess the management capability of each PHA. The goal for each is 98.0%.

AFFORDABLE HOUSING PRESERVATION (AHP)

FINANCIAL ANALYSIS

	CURRENT PERIOD			FISCAL YTD		
	ACTUAL	BUDGET	VAR	ACTUAL	BUDGET	VAR
Brentwood						
Income	\$ 33,556.12	\$ 34,333.00	97.7%	\$ 132,690.20	\$ 137,332.00	96.6%
Expense	\$ 32,718.07	\$ 33,152.67	98.7%	\$ 107,625.44	\$ 126,473.68	85.1%
Revenue/(LOSS)	\$ 838.05	\$ 1,180.33	71.0%	\$ 25,064.76	\$ 10,858.32	230.8%
Prairieland						
Income	\$ 29,093.00	\$ 29,681.00	98.0%	\$ 115,017.00	\$ 118,721.00	96.9%
Expense	\$ 31,823.79	\$ 31,871.00	99.9%	\$ 103,991.00	\$ 101,324.00	102.6%
Revenue/(LOSS)	\$ (2,730.79)	\$ (2,190.00)	124.7%	\$ 11,026.00	\$ 17,397.00	63.4%
AHP Total						
Income	\$ 62,649.12	\$ 64,014.00	97.9%	\$ 247,707.20	\$ 256,053.00	96.7%
Expense	\$ 64,541.86	\$ 65,023.67	99.3%	\$ 211,616.44	\$ 227,797.68	92.9%
Revenue/(LOSS)	\$ (1,892.74)	\$ (1,009.67)	187.5%	\$ 36,090.76	\$ 28,255.32	127.7%

	PROJ TEN REVENUE	A/R	TAR %
Brentwood	\$ 397,968.69	\$ 5,275.00	1.33%
Prairieland	\$ 304,590.00	\$ 11,675.00	3.83%
AHP Total	\$ 702,558.69	\$ 16,950.00	2.41%

	CASH POSITION	MIN. RESERVE	AVG MTH EXP	MENAR	EXCESS CASH
Brentwood	\$ 128,142.51	\$ 107,626.25	\$ 26,906.56	4.76	\$ 20,516.26
Prairieland	\$ (115,456.42)	\$ 103,991.50	\$ 25,997.88	-4.44	\$ (219,447.92)
AHP Total	\$ 12,686.09	\$ 211,617.75	\$ 52,904.44	0.24	\$ (198,931.66)

AFFORDABLE HOUSING PRESERVATION (AHP)

MAINTENANCE REPORT

MAINTENANCE - UNIT TURN

CURRENT PERIOD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Brentwood	1	0	0.00	15	15.00	15	15
Prairieland	2	3	1.50	12	6.00	15	7.5
AHP Total	3	3	1.00	27	9.00	30	10.00

FISCAL YTD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Brentwood	7	21	3.00	30	4.29	51	7.29
Prairieland	8	15	1.88	50	6.25	65	8.13
AHP Total	15	36	2.40	80	5.33	116	7.73

MAINTENANCE - ROUTINE WORK ORDERS

CURRENT PERIOD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Brentwood	23	22	95.7%	4.3%	11	0.50
Prairieland	30	19	63.3%	36.7%	8	0.42
AHP Total	53	41	100.0%	0.0%	19	0.46

FISCAL YTD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Brentwood	79	78	98.7%	1.3%	45	0.58
Prairieland	85	74	87.1%	12.9%	50	0.68
AHP Total	164	152	100.0%	0.0%	95	0.63

MAINTENANCE - EMERGENCY WORK ORDERS

CURRENT PERIOD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Brentwood	29	29	100.0%	29	100.0%	0	0.0%
Prairieland	12	12	100.0%	12	100.0%	0	0.0%
AHP Total	41	41	100.0%	41	100.0%	0	0.0%

FISCAL YTD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Brentwood	94	94	100.0%	94	100.0%	0	0.0%
Prairieland	42	42	100.0%	42	100.0%	0	0.0%
AHP Total	136	136	100.0%	136	100.0%	0	0.0%

AFFORDABLE HOUSING PRESERVATION (AHP)

MAINTENANCE - ANNUAL INSPECTIONS

FISCAL YTD	TOTAL	MTD	YTD	REM	COMP	#	WO	DONE	%
Brentwood	96	5	23	76	20.8%	13	13	12	92.3%
Prairieland	102	15	37	68	33.3%	16	16	16	100.0%
AHP Total	198	20	60	144	27.3%	29	29	28	96.6%

AFFORDABLE HOUSING PRESERVATION (AHP)

MANAGEMENT OPERATIONS

MANAGEMENT - EFFICIENCY

	<u>APPEAR</u>	<u>PIC</u>	<u>EIV</u>	<u>FILE</u>	<u>CSSR</u>	<u>TENANT</u>
Brentwood	91.4%	100.0%	100.0%	100.0%	0.0%	83.3%
PrairieLand	87.2%	100.0%	25.0%	0.0%	100.0%	42.1%

MANAGEMENT - PEST CONTROL

<u>CURRENT PERIOD</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>UNITS</u>	<u>% AFF</u>	<u>UNIT TRT</u>	<u>% TRT</u>
Brentwood	1	6	0	0	0	7	72	9.7%	7	100.0%
PrairieLand	1	0	0	0	0	1	66	1.5%	1	100.0%
AHP Total	2	6	0	0	0	8	138	5.8%	8	100.0%

<u>FISCAL YTD</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>UNITS</u>	<u>% AFF</u>	<u>UNIT TRT</u>	<u>% TRT</u>
Brentwood	1	15	1	0	1	18	288	6.3%	18	100.0%
PrairieLand	1	0	0	0	0	1	784	0.4%	1	100.0%
AHP Total	2	15	1	0	1	19	1072	1.8%	19	100.0%

AFFORDABLE HOUSING PRESERVATION (AHP)

CRIME REPORTING

FISCAL YTD	VIOLENT CRIMES			THEFT			OTHER CRIMES		
	ASS/BAT	MUR	SEX	BURG	ROB	THEFT	DOM	DRUG	OTHER
Brentwood									
Reported Crimes	1	0	0	0	0	0	3	0	43
Crime Rates	689.7	0.0	0.0	0.0	0.0	0.0	2069.0	0.0	29655.2
Prairieland									
Reported Crimes	0	0	0	0	0	1	1	0	33
Crime Rates	0.0	0.0	0.0	0.0	0.0	729.9	729.9	0.0	24087.6
Galesburg - CR	297.8	3.3	115.8	774.3	43.0	3239.6	1345.9	829.3	0.0
Knox County - CR	363.8	8.7	78.0	623.7	8.7	701.7	1345.9	3560.3	0.0

AFFORDABLE HOUSING PRESERVATION (AHP)

OPERATIONS ASSESSMENT

PHAS ASSESSMENT

	<u>P - 100</u>	<u>P - 40</u>	<u>MASS</u>	<u>FASS</u>	<u>CFP</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Brentwood	98	39.20	25.00	23.16	10.00	97.36	HIGH PERFORMER
Prairieland	98.00	39.20	21.00	2.00	10.00	72.20	STANDARD PERFORMER
AHP Total		39.20	23.09	13.04	10.00	85.32	STANDARD PERFORMER

PROPERTY SCORECARD

<u>CURRENT PERIOD</u>	<u>MAINT</u>	<u>OCC</u>	<u>FINANCE</u>	<u>MGMT</u>	<u>TENANT</u>	<u>PHAS</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Brentwood	3.30	3.55	3.15	2.55	3.50	4.00	3.33	STANDARD
Prairieland	3.30	4.00	2.85	3.20	3.00	3.00	3.29	STANDARD
AHP Total	3.30	3.77	3.01	2.86	3.26	3.52	3.31	STANDARD

<u>FISCAL YTD</u>	<u>MAINT</u>	<u>OCC</u>	<u>FINANCE</u>	<u>MGMT</u>	<u>TENANT</u>	<u>PHAS</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Brentwood	3.45	3.70	3.45	2.85	2.00	4.00	3.43	STANDARD
Prairieland	3.40	4.00	1.95	2.90	2.00	3.00	2.98	STANDARD
AHP Total	3.43	3.84	2.73	2.87	2.00	3.52	3.22	STANDARD

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

PARTICIPANT ENGAGEMENT

PARTICIPANT ENGAGEMENT

Participant Engagement partnered with the Galesburg Youth Athletic Club to assist with a program for at risk youth aged 12-16. This free 4-week program, Gloves not Guns, provided Galesburg youth with a safe, healthy alternative to violence. Over half of those in attendance represented KCHA youth. The City of Galesburg provided free bus passes for those enrolled in the program. Over the 4-week period, students learned basic boxing techniques, as well as physical fitness. Each week also featured a career speaker. One speaker, Christine Brannon-Dortch, is of particular significance. Christine is a life-long Galesburg resident. She and her four siblings were raised by a single mother in KCHA's Whispering Hollow family housing site. Christine began her career with the State of Illinois as a corrections officer at Henry C. Hill Correctional Facility. Mrs. Brannon-Dortch is currently the warden at Henry C. Hill Correctional Facility. Gloves not Guns concluded with a graduation. Students received a certificate and t-shirt. Several city officials were in attendance, including Galesburg Chief of Police, Russ Idle.

Participant Engagement held Back to School events at all 3 Family Sites. These events featured a bounce house, food, music, free backpacks, free haircuts, and a bicycle raffle. Representatives from the YMCA and District #205 were also in attendance. Residents were able to register students for school, as well as sign-up for a YMCA membership. Overall, there were 23 haircuts given and families received over 85 backpacks complete with hand sanitizer, masks, and various hygiene products. Community partners included the ROE #33, Julien Nicholson, The United Way, Smithfield, Walmart, East Main Hy-Vee, People's Do it Center, District #205, and the Knox County YMCA.

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

190 S. Kellogg St.
P.O. Box 308
Galesburg, Illinois 61402-0308
Phone (309) 345-2255
Fax (309) 345-2258

August 27, 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 cases¹:

Areale Holmes (1591 McKnight St.) 1st Appr. - To be set for Trial
Coordinate w/calendar of Bart Wolek.

Yolanda Daniel (1083 W. Berrien St.)

Prepared email to KCHA requesting additional of status of repayment and payment of current accruing rent

Kristine Curtis (900 W. Dayton St.)

Prepared email to KCHA requesting additional of status of repayment and

¹ 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.

payment of current accruing rent. Review responsive email regarding pending application for payment by government and recommendation to stay action until application is denied or approved.

2. Review monthly board packet.

Jack P. Ball, Esq.