

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Conference Room
12/27/2022
4:00 PM

Opening	Roll Call	Chairperson Hawkinson
<input type="checkbox"/> LaToya Carson	Review/Approve Previous Meeting Minutes	Chairperson Hawkinson
<input type="checkbox"/> Jared Hawkinson	Review/Ratify 10-2022 Financial Reports	Chairperson Hawkinson
<input type="checkbox"/> Lomac Payton	Review/Ratify 10-2022 Claims and Bills	Chairperson Hawkinson
<input type="checkbox"/> Joey Range	COCC:	\$ 113,179.52
<input type="checkbox"/> Joseph Riley	Moon Towers:	\$ 67,260.21
<input type="checkbox"/> Sara Robison	Family:	\$ 100,241.42
<input type="checkbox"/> Dena May Turner	Bluebell:	\$ 14,219.06
<u>Excused:</u>	HCV:	\$ 101,759.24
	Brentwood:	\$ 47,387.22
	Prairieland:	\$ 27,147.05
<u>Others Present:</u>	Capital Fund 2020:	\$ 50,162.30
	Capital Fund 2021:	\$ 0.00
	Capital Fund 2022:	\$ 0.00

Public Comment

Old Business None

New Business	Review/Approve Pay Request #4 to Hein Construction – Brentwood Balcony Repair	Derek Antoine
	Review/Approve Resolution 2022-08 Adoption of Public Hosing Flat Rent Schedule FFY 2023	Derek Antoine
	Review/Approve Resolution 2022-09 Approval of Housing Choice Voucher Payment Standard Schedule FFY 2023	Derek Antoine
	Review/Approve Resolution 2022-10 Adoption of LIPH Utility Allowance Schedule for FFY 2023	Derek Antoine

board agenda

	Review/Approve Resolution 2021-11 Adoption of HCVP Utility Allowance Schedule for FFY 2022	Derek Antoine
	Review/Adopt Resolution 2022-12 Revision to Capital Fund Program (CFP) Annual and 5- Year Plan Submission	Derek Antoine
	Review/Approve Resolution 2022-13 Adoption of Certifications of Compliance with PHA Plan Submission	Derek Antoine
	Review/Approve Contract Extension – Legal Services	Derek Antoine
	Review/Approve Purchase of Smoke/CO Detectors in Compliance with PIH 2022-01	Derek Antoine
Reports	Executive Director’s Report – No Report KCHA Legal Counsel Report – 11-2022	Derek Antoine Jack Ball
Other Business	None	Chairperson Hawkinson
Adjournment		

LOW RENT

<u>COCC</u>	<u>Nov-22</u>	<u>Current YTD</u>		
Operating Income	\$96,777.22	\$809,117.76		
Operating Expenses	\$112,469.19	\$906,993.63		
Net Revenue Income/(Loss)	(\$15,691.97)	(\$97,875.87)	COCC - Cash, Investments, A/R, & A/P	\$1,185,560
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<u>MOON TOWERS</u>	<u>Nov-22</u>	<u>Current YTD</u>		
Operating Income	\$79,028.67	\$595,868.91	Moon - Cash, Investments, A/R, & A/P	\$ 695,895
Operating Expenses	\$67,260.21	\$569,212.02	Minimum Reserve Position	\$ 284,606
Net Revenue Income/(Loss)	\$11,768.46	\$26,656.89	Over/(Under) Minimum Reserve Position	\$411,289
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<u>FAMILY SITES</u>	<u>Nov-22</u>	<u>Current YTD</u>		
Operating Income	\$101,165.92	\$778,720.59	Family - Cash, Investments, A/R, & A/P	\$ 959,101
Operating Expenses	\$100,470.33	\$677,969.87	Minimum Reserve Position	\$ 338,985
Net Revenue Income/(Loss)	\$695.59	\$100,750.72	Over/(Under) Minimum Reserve Position	\$620,116
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<u>BLUEBELL</u>	<u>Nov-22</u>	<u>Current YTD</u>		
Operating Income	\$20,084.07	\$156,575.29	Bluebell - Cash, Investments, A/R, & A/P	\$ 226,355
Operating Expenses	\$14,219.06	\$158,633.91	Minimum Reserve Position	\$ 79,317
Net Revenue Income/(Loss)	\$5,865.01	(\$2,058.62)	Over/(Under) Minimum Reserve Position	\$147,038

Monthly Notes:

- For income: COCC received \$35,560.50 from maintenance charges along with \$61,015.94 in fees: \$40,463.44 from management fees, \$4,240 from asset management fees; \$5,662.50 from bookkeeping fees; and \$10,600 from maintenance fees.
- The amps received \$123,788 in subsidy from HUD with Moon Towers receiving \$39,958; Family \$77,742; and Bluebell \$6,088.
- Expenses worth noting for the month was some asbestos and floor removal at Woodland Bend along with brick pillar and fence repairs at Whispering Hollow.
- Overall, all three amps are in the black for the month with both Moon and Family remaining in the black year-to-date.

AHP

<u>BRENTWOOD</u>	<u>Nov-22</u>	<u>Current YTD</u>	<u>PRAIRIELAND</u>	<u>Nov-22</u>	<u>Current YTD</u>
Operating Income	\$34,040.89	\$276,419.96	Operating Income	\$31,333.00	\$247,661.63
Operating Expenses	\$49,402.20	\$260,065.06	Operating Expenses	\$27,157.75	\$221,467.09
Net Revenue Income/(Loss)	(\$15,361.31)	\$16,354.90	Net Revenue Income/(Loss)	\$4,175.25	\$26,194.54
Brentwood's Cash, Investments, A/R, & A/P	\$152,243.77		Prairieland's Cash, Investments, A/R, & A/P	\$130,523.19	
			Restricted Cash (Sec. Dep., Reserve, Receipts)	(\$283,448.74)	
			PL's Total Cash	(\$152,925.55)	

Monthly Notes:

- For Income: Brentwood received \$33,946.25 in tenant income and Prairieland's received \$27,069 in tenant income.
- For expenses, a payment was made for balconies replacements at Brentwood.
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- Overall, both remain in the black year-to-date with Brentwood showing in the red for the month.

HOUSING CHOICE VOUCHERS (HCV)

<u>ADMINISTRATIVE</u>	<u>Nov-22</u>	<u>Current YTD</u>
Operating Income	\$12,388.41	\$110,226.11
Operating Expenses	\$12,671.03	\$102,359.07
Net Revenue Income/(Loss)	(\$282.62)	\$7,867.04

<u>HAP</u>	<u>Nov-22</u>	<u>Current YTD</u>
Operating Income	\$58,866.00	\$593,408.00
Operating Expenses	\$79,649.50	\$604,508.49
Net Revenue Income/(Loss)	(\$20,783.50)	(\$11,100.49)

Unrestricted Net Position (UNP)

Prior Month Balance	\$45,416.53
Investment in Fixed Assets	
Monthly HCV Admin Revenue - Gain/(Loss)	-\$197.62
<i>Transfer to NRP or Adjustment</i>	
UNP Ending Balance Per VMS	\$45,218.91

Restricted Net Position (RNP)

Prior Month Balance	\$36,687.57
Investment in Fixed Assets	\$0.00
Monthly HCV HAP Revenue - Gain/(Loss)	-\$21,116.00
<i>Transfer from UNP or Adjustment</i>	
RNP Ending Balance per VMS	\$15,571.57

Monthly Notes:

- HCV received \$15,787 in administrative fee subsidy from HUD and shows a decrease in revenue of \$658.96 for the month with unrestricted net position showing a balance of \$45,416.53.

Monthly Notes:

- HCV received \$79,082 in HAP subsidy from HUD and shows an decrease in revenue of \$878.48 for the month with restricted net position showing a balance of \$36,687.57.

EMERGENCY HOUSING VOUCHERS (EHV)

<u>ADMINISTRATIVE</u>	<u>Nov-22</u>	<u>Current YTD</u>
Operating Income	\$ 1,749.00	\$ 6,043.00
Operating Expenses	\$ 1,449.71	\$ 19,638.19
Net Revenue Income/(Loss)	\$299.29	(\$13,595.19)

<u>HAP</u>	<u>Nov-22</u>	<u>Current YTD</u>
Operating Income	\$ 18,381.00	\$ 39,773.00
Operating Expenses	\$ 7,989.00	\$ 52,767.00
Net Revenue Income/(Loss)	\$10,392.00	(\$12,994.00)

EHV (UNP)

Prior Month Balance	\$ 401.08
Monthly EHV Admin Revenue - Gain/(Loss)	\$ 299.29
EHV UNP Ending Balance	\$700.37

EHV (RNP)

Prior Month Balance	\$ (7,169.00)
Monthly EHV HAP Revenue - Gain/(Loss)	\$ 10,392.00
RNP Ending Balance per VMS	\$3,223.00

Monthly Notes:

- EHV received \$980 in admin fee subsidy from HUD and had an decrease in revenue of \$658.96 for the month.

Monthly Notes:

- EHV received \$4,969 in HAP subsidy and had a decrease in revenue of \$3,043.

MISCELLANEOUS

IDROP Bad Debt Submitted

<u>Property Sites</u>	<u>Nov-22</u>	<u>Historical</u>
Moon Towers	\$ -	\$ 76,816.64
Family Sites	\$ -	\$ 264,429.65
Bluebell	\$ -	\$ 7,025.76
Brentwood	\$ -	\$ 32,771.34
PrairieLand	\$ -	\$ 36,189.68
Housing Choice Voucher	\$ -	\$ 44,989.48
Total	\$0.00	\$462,222.55

Tenant Online Payments

<u>Property Sites</u>	<u>Nov-22</u>	<u>FYE 2023</u>
Moon Towers	\$ 2,729.00	\$ 19,449.66
Family Sites	\$ 5,756.75	\$ 36,487.00
Bluebell	\$ 655.00	\$ 3,886.00
Brentwood	\$ 5,899.00	\$ 36,034.31
PrairieLand	\$ 3,051.00	\$ 21,892.95
Housing Choice Voucher	\$ -	\$ -
Fiscal Year 2022 Total	\$18,090.75	\$117,749.92

IDROP Bad Debt Collected

<u>Property Sites</u>	<u>Nov-22</u>	<u>Historical</u>
Moon Towers	\$ -	\$ 8,470.09
Family Sites	\$ 108.73	\$ 79,648.33
Bluebell	\$ -	\$ 100.00
Brentwood	\$ -	\$ 10,246.20
PrairieLand	\$ -	\$ 9,260.89
Housing Choice Voucher	\$ -	\$ 12,623.10
Total	\$108.73	\$120,348.61

Monthly Bad Debt Reported	\$0.00
Historical Bad Debt	\$1,102,154.48

	<u>By IDROP</u>	<u>By Debtor</u>
Historical Bad Debt Collected	\$120,348.61	\$ 62,981.17
	16.63%	5.71%

Date:
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Knox County Housing Authority
FDS Income Statement - COCC
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	15.00	15.00	0.00	120.00	120.00	180.00	0.00
REVENUE							
FEE REVENUE							
70710 Management Fees							
10-1-000-000-3810.000 Management Fee Inc	-40,463.44	-41,301.00	837.56	-330,408.00	-323,515.73	-495,612.00	-34.72
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	0.00	0.00	0.00	0.00	-100,000.00	-100.00
Total Line 70710	-40,463.44	-41,301.00	837.56	-330,408.00	-323,515.73	-595,612.00	-45.68
70720 Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	-4,240.00	-4,240.00	0.00	-33,920.00	-33,920.00	-50,880.00	-33.33
Total Line 70720	-4,240.00	-4,240.00	0.00	-33,920.00	-33,920.00	-50,880.00	-33.33
70730 Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,662.50	-5,652.00	-10.50	-45,216.00	-45,075.00	-67,824.00	-33.54
Total Line 70730	-5,662.50	-5,652.00	-10.50	-45,216.00	-45,075.00	-67,824.00	-33.54
70750 Other Fees							
10-1-000-000-3840.000 Other Fee Inc	-50.00	0.00	-50.00	0.00	-600.00	0.00	
10-1-000-000-3850.004 Admin Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.005 Maint Fee Income	-10,600.00	-10,600.00	0.00	-84,800.00	-85,000.00	-127,200.00	-33.18
10-1-000-000-3850.006 Safety/Security Fee Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70750	-10,650.00	-10,600.00	-50.00	-84,800.00	-85,600.00	-127,200.00	-32.70
70700 TOTAL FEE REVENUE	-61,015.94	-61,793.00	777.06	-494,344.00	-488,110.73	-841,516.00	-42.00
OTHER REVENUE							
70800 Other Government Grants							
10-1-000-000-3404.000 Rev other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
10-1-000-000-3610.000 Interest Income	-19.28	-8.00	-11.28	-64.00	-212.49	-96.00	121.34
Total Line 71100	-19.28	-8.00	-11.28	-64.00	-212.49	-96.00	121.34
71500 Other Revenue							
10-1-000-000-3690.000 Other Income	0.00	0.00	0.00	0.00	-1,849.00	0.00	
10-1-000-000-3690.010 Other Income-Training	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.000 Inspection Income	0.00	-1,300.00	1,300.00	-10,400.00	-1,500.00	-15,600.00	-90.38
10-1-000-000-3850.010 Garb & Trash Inc	-3,336.00	-4,240.00	904.00	-33,920.00	-16,670.25	-50,880.00	-67.24
10-1-000-000-3850.020 Htg & Cooling Inc	-2,687.25	-1,433.00	-1,254.25	-11,468.00	-13,686.50	-17,200.00	-20.43
10-1-000-000-3850.030 Snow Removal Inc	0.00	-50.00	50.00	-400.00	0.00	-600.00	-100.00
10-1-000-000-3850.040 Elevator Maint Inc	0.00	-15.00	15.00	-120.00	0.00	-180.00	-100.00
10-1-000-000-3850.050 Landscape & Grds Inc	-40.00	0.00	-40.00	-37,200.00	-36,540.50	-37,200.00	-1.77
10-1-000-000-3850.060 Unit Turnaround Inc	-1,556.25	-385.00	-1,171.25	-3,080.00	-5,598.75	-4,620.00	21.19
10-1-000-000-3850.070 Electrical Inc	-985.25	-1,675.00	689.75	-13,400.00	-12,147.00	-20,100.00	-39.57
10-1-000-000-3850.080 Plumbing Inc	-4,007.50	-3,100.00	-907.50	-24,800.00	-23,712.54	-37,200.00	-36.26
10-1-000-000-3850.090 Exterminator Inc	-454.50	-30.00	-424.50	-240.00	-1,277.25	-360.00	254.79
10-1-000-000-3850.100 Janitorial Inc	-7,012.00	-2,825.00	-4,187.00	-22,600.00	-34,023.00	-33,900.00	0.36
10-1-000-000-3850.110 Routine Maint Inc	-15,663.25	-22,700.00	7,036.75	-181,600.00	-173,606.75	-272,400.00	-36.27
10-1-000-000-3850.120 Other Misc Inc	0.00	-30.00	30.00	-240.00	-183.00	-360.00	-49.17
Total Line 71500	-35,742.00	-37,783.00	2,041.00	-339,468.00	-320,794.54	-490,600.00	-34.61
TOTAL OTHER REVENUE	-35,761.28	-37,791.00	2,029.72	-339,532.00	-321,007.03	-490,696.00	-34.58
70000 TOTAL REVENUE	-96,777.22	-99,584.00	2,806.78	-833,876.00	-809,117.76	-1,332,212.00	-39.27

Date:
Time:
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Knox County Housing Authority
FDS Income Statement - COCC
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-000-4110.000 Admin Salaries	37,944.65	34,904.00	3,040.65	296,684.00	296,778.18	453,752.00	-34.59
10-1-000-000-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	37,944.65	34,904.00	3,040.65	296,684.00	296,778.18	453,752.00	-34.59
91200 Auditing Fees							
10-1-000-000-4171.000 Audit Fee	0.00	0.00	0.00	0.00	2,900.00	3,000.00	-3.33
Total Line 91200	0.00	0.00	0.00	0.00	2,900.00	3,000.00	-3.33
91400 Advertising & Marketing							
10-1-000-000-4190.650 Advertising	-415.41	50.00	-465.41	400.00	-255.29	600.00	-142.55
Total Line 91400	-415.41	50.00	-465.41	400.00	-255.29	600.00	-142.55
91500 Benefit Contributions - Admin							
10-1-000-000-4110.500 Emp Benefit - Admin	12,299.27	12,250.00	49.27	104,125.00	98,781.52	159,250.00	-37.97
10-1-000-000-4110.550 Benefit - Life Ins.	1,260.32	550.00	710.32	4,400.00	4,792.72	6,600.00	-27.38
Total Line 91500	13,559.59	12,800.00	759.59	108,525.00	103,574.24	165,850.00	-37.55
91600 Office Expense							
10-1-000-000-4140.000 Training - Staff	0.00	0.00	0.00	6,800.00	2,040.50	9,100.00	-77.58
10-1-000-000-4180.000 Telephone	627.15	600.00	27.15	4,800.00	4,562.66	7,200.00	-36.63
10-1-000-000-4190.000 Other Sundry	457.85	100.00	357.85	800.00	1,620.41	1,200.00	35.03
10-1-000-000-4190.050 Office Rent Exp	450.00	300.00	150.00	2,400.00	2,550.00	3,600.00	-29.17
10-1-000-000-4190.100 Postage	640.63	200.00	440.63	1,600.00	1,797.64	2,400.00	-25.10
10-1-000-000-4190.200 Office Supplies	349.63	100.00	249.63	800.00	1,001.58	1,200.00	-16.54
10-1-000-000-4190.250 Office Furniture	0.00	0.00	0.00	300.00	0.00	600.00	-100.00
10-1-000-000-4190.300 Paper Supplies	206.12	50.00	156.12	400.00	943.85	600.00	57.31
10-1-000-000-4190.400 Printing/printers	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4190.401 Printing Supplies	0.00	150.00	-150.00	1,200.00	1,574.85	1,800.00	-12.51
10-1-000-000-4190.500 Printer/Copier Sup Cont	199.10	200.00	-0.90	1,600.00	1,463.86	2,400.00	-39.01
10-1-000-000-4190.550 Computers	159.00	0.00	159.00	1,500.00	5,295.94	1,500.00	253.06
10-1-000-000-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4190.700 Member Dues/Fees	0.00	0.00	0.00	5,800.00	2,621.10	8,550.00	-69.34
10-1-000-000-4190.800 Internet Services	210.37	250.00	-39.63	2,000.00	1,934.60	3,000.00	-35.51
10-1-000-000-4190.850 IT Support	0.00	300.00	-300.00	2,400.00	3,068.08	3,600.00	-14.78
Total Line 91600	3,299.85	2,250.00	1,049.85	32,400.00	30,475.07	46,750.00	-34.81
91700 Legal Expense							
10-1-000-000-4130.000 Legal Expense	800.00	800.00	0.00	6,400.00	5,600.00	9,600.00	-41.67
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91700	800.00	800.00	0.00	6,400.00	5,600.00	9,600.00	-41.67
91800 Travel Expense							
10-1-000-000-4150.000 Travel - Staff	141.88	0.00	141.88	17,150.00	6,359.60	18,650.00	-65.90
10-1-000-000-4150.010 Travel - Commissioners	0.00	0.00	0.00	8,500.00	847.50	9,100.00	-90.69
10-1-000-000-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91800	141.88	0.00	141.88	25,650.00	7,207.10	27,750.00	-74.03
91900 Other Expense							
10-1-000-000-4120.400 Fee for Service Exp	268.98	0.00	268.98	0.00	1,438.76	0.00	
10-1-000-000-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4140.010 Training - Commiss	0.00	0.00	0.00	1,800.00	0.00	3,000.00	-100.00
10-1-000-000-4160.000 Consulting Services	1,292.34	1,100.00	192.34	8,800.00	10,338.72	13,200.00	-21.68
Total Line 91900	1,561.32	1,100.00	461.32	10,600.00	11,777.48	16,200.00	-27.30
91000 TOTAL OPERATING EXPENSE - Admin	56,891.88	51,904.00	4,987.88	480,659.00	458,056.78	723,502.00	-36.69

Date:
Time:
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Knox County Housing Authority
FDS Income Statement - COCC
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-000-4310.000 Water	16.47	25.00	-8.53	200.00	130.83	300.00	-56.39
10-1-000-000-4315.000 Sewer	7.50	15.00	-7.50	120.00	77.16	180.00	-57.13
10-1-000-000-4320.000 Electric	0.00	350.00	-350.00	2,800.00	2,942.75	4,200.00	-29.93
10-1-000-000-4330.000 Gas	0.00	175.00	-175.00	1,400.00	613.55	2,100.00	-70.78
Total Line 93100, 93200, 93300, 93600	23.97	565.00	-541.03	4,520.00	3,764.29	6,780.00	-44.48
93000 TOTAL UTILITIES EXPENSES	23.97	565.00	-541.03	4,520.00	3,764.29	6,780.00	-44.48
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-000-4410.000 Maint Labor	30,782.85	30,802.00	-19.15	261,841.00	244,994.60	400,474.00	-38.82
10-1-000-000-4410.010 Maint Admin Salary	5,000.00	5,000.00	0.00	42,500.00	40,680.88	65,000.00	-37.41
10-1-000-000-4410.100 Maint Labor - OT	962.35	1,000.00	-37.65	8,500.00	9,513.71	13,000.00	-26.82
Total Line 94100	36,745.20	36,802.00	-56.80	312,841.00	295,189.19	478,474.00	-38.31
94200 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	
10-1-000-000-4420.070 Electrical Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.080 Plumbing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.100 Janitorial Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.110 Routine Maint. Supplies	0.00	0.00	0.00	0.00	81.24	0.00	
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	32.48	0.00	
10-1-000-000-4420.126 Vehicle Supplies	94.55	0.00	94.55	0.00	357.19	0.00	
Total Line 94200	94.55	0.00	94.55	0.00	470.91	0.00	
94300 Maintenance - Contracts							
10-1-000-000-4430.010 Garbage & Trash Cont	92.40	0.00	92.40	0.00	281.76	0.00	
10-1-000-000-4430.020 Heating&Cooling Cont	0.00	0.00	0.00	0.00	0.00	0.00	
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	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.070 Electrical Contract	0.00	0.00	0.00	0.00	6,204.90	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	0.00	0.00	0.00	0.00	0.00	0.00	
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	875.00	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	-3,104.20	0.00	
Total Line 94300 - (sub acct)	92.40	0.00	92.40	0.00	4,257.46	0.00	
94500 Maintenance - Ordinary/Benefits							
10-1-000-000-4410.500 Maint Emp Benefit	12,905.23	13,462.00	-556.77	114,427.00	99,824.21	175,006.00	-42.96
10-1-000-000-4410.510 Maint Admin Benefits	2,484.70	2,538.00	-53.30	21,573.00	19,580.71	32,994.00	-40.65
Total Line 94500	15,389.93	16,000.00	-610.07	136,000.00	119,404.92	208,000.00	-42.59
94000 TOTAL MAINTENANCE EXPENSE	52,322.08	52,802.00	-479.92	448,841.00	419,322.48	686,474.00	-38.92

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Knox County Housing Authority
FDS Income Statement - COCC
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
TOTAL PROTECTIVE SERVICES EXPENSE							
95100 Protective Services - Labor							
Total Line 95100	0.00	0.00	0.00	0.00	0.00	0.00	
95200 Protective Services - Contract							
10-1-000-000-4480.000 Protective 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 Line 95200	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	0.00	0.00	0.00	0.00	0.00	0.00	
INSURANCE PREMIUMS EXPENSE							
96110 120 130 - Property Liab Work Comp							
10-1-000-000-4510.010 Property Insurance	82.39	83.00	-0.61	664.00	659.12	996.00	-33.82
10-1-000-000-4510.020 Liability Insurance	36.25	37.00	-0.75	296.00	290.00	444.00	-34.68
10-1-000-000-4510.030 Work Comp Insurance	2,325.67	2,333.00	-7.33	18,664.00	18,605.36	27,996.00	-33.54
Total Line 96110, 96120, 96130	2,444.31	2,453.00	-8.69	19,624.00	19,554.48	29,436.00	-33.57
96140 All Other Insurance							
10-1-000-000-4510.015 Equipment Insurance	12.76	13.00	-0.24	104.00	102.08	156.00	-34.56
10-1-000-000-4510.025 PE & PO Insurance	726.27	727.00	-0.73	5,816.00	5,810.16	8,724.00	-33.40
10-1-000-000-4510.035 Auto Insurance	47.92	48.00	-0.08	384.00	383.36	576.00	-33.44
10-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	786.95	788.00	-1.05	6,304.00	6,295.60	9,456.00	-33.42
96100 TOTAL INSURANCE PREMIUM EXP	3,231.26	3,241.00	-9.74	25,928.00	25,850.08	38,892.00	-33.53
GENERAL EXPENSES							
96200 Other General Expenses							
10-1-000-000-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absences							
10-1-000-000-4110.001 Salaries Comp Absences	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	0.00	7,500.00	-100.00
Total Line 96210	0.00	0.00	0.00	0.00	0.00	7,500.00	-100.00
96000 TOTAL GENERAL EXPENSE	0.00	0.00	0.00	0.00	0.00	7,500.00	-100.00
96900 TOTAL OPERATING EXPENSE	112,469.19	108,512.00	3,957.19	959,948.00	906,993.63	1,463,148.00	-38.01
97000 NET REVENUE/EXPENSE - (GAIN)/LOSS	15,691.97	8,928.00	6,763.97	126,072.00	97,875.87	130,936.00	-25.25

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Knox County Housing Authority
FDS Income Statement - COCC
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
MISCELLANEOUS EXPENSE							
97100 Extraordinary Maintenance							
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 Line 97100	0.00	0.00	0.00	0.00	0.00	0.00	
97200 Casualty Losses - Non-capitalized							
10-1-000-000-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 97200	0.00	0.00	0.00	0.00	0.00	0.00	
97400 Depreciation Expense							
10-1-000-000-4800.000 Depreciation Exp COCC	760.00	765.00	-5.00	6,120.00	6,080.00	9,180.00	-33.77
Total Line 97400	760.00	765.00	-5.00	6,120.00	6,080.00	9,180.00	-33.77
TOTAL MISCELLANEOUS EXPENSE	760.00	765.00	-5.00	6,120.00	6,080.00	9,180.00	-33.77
90000 TOTAL EXPENSES	113,229.19	109,277.00	3,952.19	966,068.00	913,073.63	1,472,328.00	-37.98
OTHER FINANCING SOURCES (USES)							
10010 Operating Transfer In							
Total Line 10010	0.00	0.00	0.00	0.00	0.00	0.00	
10020 Operating Transfer Out							
Total Line 10020	0.00	0.00	0.00	0.00	0.00	0.00	
10093 Xfer-In between Program & Project							
10-1-000-000-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10093	0.00	0.00	0.00	0.00	0.00	0.00	
10094 Xfer-Out between Program & Project							
10-1-000-000-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10094	0.00	0.00	0.00	0.00	0.00	0.00	
10100 TOTAL OTHER FINANCING SOURCES-USES	0.00	0.00	0.00	0.00	0.00	0.00	
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	16,451.97	8,928.00	7,523.97	126,072.00	103,955.87	130,936.00	-20.61

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Knox County Housing Authority
FDS Income Statement - AMP 1 Moon Towers
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	-35,550.50	-33,807.00	-1,743.50	-270,456.00	-265,715.50	-405,684.00	-34.50
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-35,550.50	-33,807.00	-1,743.50	-270,456.00	-265,715.50	-405,684.00	-34.50
70400 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	
10-1-000-001-3690.000 Other Income	0.00	-75.00	75.00	-600.00	3,743.96	-900.00	-516.00
10-1-000-001-3690.100 Late Fees	-675.00	-317.00	-358.00	-2,534.00	-4,100.00	-3,800.00	7.89
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	-50.00	-150.00	-100.00	50.00
10-1-000-001-3690.150 Laundry Income	-1,366.18	-1,100.00	-266.18	-8,800.00	-6,715.93	-13,200.00	-49.12
10-1-000-001-3690.160 Vending Machine Inc	-148.55	-125.00	-23.55	-1,000.00	-1,102.49	-1,500.00	-26.50
10-1-000-001-3690.180 Labor	-1,149.50	0.00	-1,149.50	0.00	-6,074.00	0.00	
10-1-000-001-3690.200 Materials	-9.00	0.00	-9.00	0.00	-569.94	0.00	
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-3,348.23	-1,617.00	-1,731.23	-12,984.00	-14,968.40	-19,500.00	-23.24
70500 TOTAL TENANT REVENUE	-38,898.73	-35,424.00	-3,474.73	-283,440.00	-280,683.90	-425,184.00	-33.99
70600 HUD PHA Operating Grants							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-39,958.00	-35,580.00	-4,378.00	-284,641.00	-313,804.00	-426,962.00	-26.50
10-1-000-001-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-39,958.00	-35,580.00	-4,378.00	-284,641.00	-313,804.00	-426,962.00	-26.50
10010 Operating Tranfers In - CFP							
10-1-000-001-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10010	0.00	0.00	0.00	0.00	0.00	0.00	
70800 Other Government Grants							
10-1-000-001-3404.000 Rev other gov grants	0.00	0.00	0.00	-55,000.00	0.00	-55,000.00	-100.00
Total Line 70800	0.00	0.00	0.00	-55,000.00	0.00	-55,000.00	-100.00
71100 Investment Income - Unrestricted							
10-1-000-001-3610.000 Interest Income	-21.94	-20.00	-1.94	-160.00	-181.01	-240.00	-24.58
Total Line 71100	-21.94	-20.00	-1.94	-160.00	-181.01	-240.00	-24.58
71300 Proceeds from Disposition of Asset							
Total Line 71300	0.00	0.00	0.00	0.00	0.00	0.00	
71500 Other Revenue							
10-1-000-001-3190.050 Office Rent Income	-150.00	-150.00	0.00	-1,200.00	-1,200.00	-1,800.00	-33.33
10-1-000-001-3190.100 Beauty Shop Rent	0.00	-150.00	150.00	-1,200.00	0.00	-1,800.00	-100.00
10-1-000-001-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.000 Inspection Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.004 Admin Fee Income	0.00	-1,105.00	1,105.00	-8,840.00	0.00	-13,260.00	-100.00
10-1-000-001-3850.005 Maint Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.120 Other Misc Inc.	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71500	-150.00	-1,405.00	1,255.00	-11,240.00	-1,200.00	-16,860.00	-92.88
70000 TOTAL REVENUE	-79,028.67	-72,429.00	-6,599.67	-634,481.00	-595,868.91	-924,246.00	-35.53

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Knox County Housing Authority
FDS Income Statement - AMP 1 Moon Towers
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-001-4110.000 Admin Salaries	7,008.00	7,050.00	-42.00	59,925.00	58,410.90	91,650.00	-36.27
10-1-000-001-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	7,008.00	7,050.00	-42.00	59,925.00	58,410.90	91,650.00	-36.27
91200 Auditing Fees							
10-1-000-001-4171.000 Audit Fee	0.00	253.00	-253.00	2,030.00	3,045.00	3,045.00	0.00
Total Line 91200	0.00	253.00	-253.00	2,030.00	3,045.00	3,045.00	0.00
91300 Management Fee							
10-1-000-001-4120.100 Management Fee Exp	13,135.89	13,306.00	-170.11	106,448.00	104,935.26	159,672.00	-34.28
Total Line 91300	13,135.89	13,306.00	-170.11	106,448.00	104,935.26	159,672.00	-34.28
91310 Book-keeping Fee							
10-1-000-001-4120.300 Bookkeeping Fee Exp	1,297.50	1,315.00	-17.50	10,520.00	10,365.00	15,780.00	-34.32
Total Line 91310	1,297.50	1,315.00	-17.50	10,520.00	10,365.00	15,780.00	-34.32
91500 Benefit Contributions - Admin							
10-1-000-001-4110.500 Admin Emp Benefit	2,859.86	2,900.00	-40.14	24,650.00	23,131.76	37,700.00	-38.64
Total Line 91500	2,859.86	2,900.00	-40.14	24,650.00	23,131.76	37,700.00	-38.64
91600 Office Expense							
10-1-000-001-4140.000 Training - Staff	0.00	0.00	0.00	1,450.00	375.00	2,390.00	-84.31
10-1-000-001-4180.000 Telephone	278.57	100.00	178.57	800.00	2,076.23	1,200.00	73.02
10-1-000-001-4190.100 Postage	45.03	75.00	-29.97	600.00	435.13	900.00	-51.65
10-1-000-001-4190.200 Office Supplies	0.00	42.00	-42.00	334.00	295.13	500.00	-40.97
10-1-000-001-4190.250 Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.300 Paper Supplies	0.00	54.00	-54.00	433.00	868.01	650.00	33.54
10-1-000-001-4190.400 Printing/printers	0.00	542.00	-542.00	4,334.00	40.00	6,500.00	-99.38
10-1-000-001-4190.401 Printing Supplies	0.00	100.00	-100.00	800.00	760.46	1,200.00	-36.63
10-1-000-001-4190.500 Printer/Copier Sup Cont	0.00	562.00	-562.00	4,500.00	0.00	6,750.00	-100.00
10-1-000-001-4190.550 Computers	0.00	0.00	0.00	0.00	662.82	0.00	
10-1-000-001-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.700 Member Dues/Fees	186.93	104.00	82.93	833.00	2,168.35	1,250.00	73.47
10-1-000-001-4190.800 Internet Services	87.11	90.00	-2.89	720.00	783.99	1,080.00	-27.41
10-1-000-001-4190.850 IT Support	0.00	125.00	-125.00	1,000.00	768.71	1,500.00	-48.75
Total Line 91600	597.64	1,794.00	-1,196.36	15,804.00	9,233.83	23,920.00	-61.40
91700 Legal Expense							
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
10-1-000-001-4150.000 Travel - Staff	0.00	0.00	0.00	2,411.00	1,189.38	4,236.00	-71.92
10-1-000-001-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91800	0.00	0.00	0.00	2,411.00	1,189.38	4,236.00	-71.92
91900 Other Expense							
10-1-000-001-4120.400 Fee for Service Exp	5.28	0.00	5.28	0.00	961.63	0.00	
10-1-000-001-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4160.000 Consulting Services	0.00	0.00	0.00	0.00	2,898.75	0.00	
10-1-000-001-4160.100 Inspection Expense	0.00	368.00	-368.00	2,950.00	0.00	4,425.00	-100.00
10-1-000-001-4190.000 Other Sundry	0.00	8.00	-8.00	66.00	270.01	100.00	170.01
10-1-000-001-4190.950 Background Verification	179.56	59.00	120.56	473.00	357.96	710.00	-49.58
Total Line 91900	184.84	435.00	-250.16	3,489.00	4,488.35	5,235.00	-14.26
91000 TOTAL OPERATING EXPENSE - Admin	25,083.73	27,053.00	-1,969.27	225,277.00	214,799.48	341,238.00	-37.05

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Knox County Housing Authority
FDS Income Statement - AMP 1 Moon Towers
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ASSET MANAGEMENT FEE							
92000 Asset Mangement Fee							
10-1-000-001-4120.200 Asset Mngt Fee Exp	1,770.00	1,770.00	0.00	14,160.00	14,160.00	21,240.00	-33.33
Total Line 92000	<u>1,770.00</u>	<u>1,770.00</u>	<u>0.00</u>	<u>14,160.00</u>	<u>14,160.00</u>	<u>21,240.00</u>	<u>-33.33</u>
92000 TOTAL ASSET MANAGEMENT FEE	<u>1,770.00</u>	<u>1,770.00</u>	<u>0.00</u>	<u>14,160.00</u>	<u>14,160.00</u>	<u>21,240.00</u>	<u>-33.33</u>
TENANT SERVICES							
92400 Tenant Services - Other							
10-1-000-001-4220.050 Ten Ser-Cable/TV Exp	0.00	83.00	-83.00	666.00	577.15	1,000.00	-42.29
10-1-000-001-4220.100 Ten Ser-Supplies	0.00	17.00	-17.00	134.00	10.34	200.00	-94.83
10-1-000-001-4220.110 Ten Ser-Recreation	3.96	20.00	-16.04	770.00	36.08	850.00	-95.76
10-1-000-001-4220.120 Ten Ser-Education	0.00	17.00	-17.00	134.00	0.00	200.00	-100.00
10-1-000-001-4220.125 Ten Ser-Other	64.00	0.00	64.00	0.00	64.00	0.00	
10-1-000-001-4220.175 Garden Program Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 92400	<u>67.96</u>	<u>137.00</u>	<u>-69.04</u>	<u>1,704.00</u>	<u>687.57</u>	<u>2,250.00</u>	<u>-69.44</u>
92500 TOTAL TENANT SERVICES EXPENSE	<u>67.96</u>	<u>137.00</u>	<u>-69.04</u>	<u>1,704.00</u>	<u>687.57</u>	<u>2,250.00</u>	<u>-69.44</u>
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-001-4310.000 Water	1,239.85	1,208.00	31.85	9,666.00	9,626.89	14,500.00	-33.61
10-1-000-001-4315.000 Sewer	3,169.84	3,000.00	169.84	21,400.00	23,694.63	32,400.00	-26.87
10-1-000-001-4320.000 Electric	160.68	2,000.00	-1,839.32	15,500.00	20,560.24	23,500.00	-12.51
10-1-000-001-4330.000 Gas	0.00	4,500.00	-4,500.00	36,000.00	14,725.10	54,000.00	-72.73
Total Line 93100, 93200, 93300, 93600	<u>4,570.37</u>	<u>10,708.00</u>	<u>-6,137.63</u>	<u>82,566.00</u>	<u>68,606.86</u>	<u>124,400.00</u>	<u>-44.85</u>
93000 TOTAL UTILITIES EXPENSES	<u>4,570.37</u>	<u>10,708.00</u>	<u>-6,137.63</u>	<u>82,566.00</u>	<u>68,606.86</u>	<u>124,400.00</u>	<u>-44.85</u>
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-001-4410.200 Maint Labor - Fee	4,425.00	4,425.00	0.00	35,400.00	35,400.00	53,100.00	-33.33
Total Line 94100	<u>4,425.00</u>	<u>4,425.00</u>	<u>0.00</u>	<u>35,400.00</u>	<u>35,400.00</u>	<u>53,100.00</u>	<u>-33.33</u>
94200 Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	75.00	352.50	100.00	252.50
10-1-000-001-4420.020 Heating&Cooling Supp	0.00	0.00	0.00	4,875.00	131.55	6,500.00	-97.98
10-1-000-001-4420.030 Snow Removal Supplies	0.00	50.00	-50.00	50.00	0.00	200.00	-100.00
10-1-000-001-4420.040 Elevator Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.050 Landscape/Grounds Sup	20.99	0.00	20.99	2,700.00	647.18	2,700.00	-76.03
10-1-000-001-4420.070 Electrical Supplies	21.22	100.00	-78.78	800.00	444.09	1,100.00	-59.63
10-1-000-001-4420.080 Plumbing Supplies	18.00	100.00	-82.00	800.00	1,009.01	1,200.00	-15.92
10-1-000-001-4420.090 Extermination Supplies	65.47	0.00	65.47	1,125.00	2,246.36	1,500.00	49.76
10-1-000-001-4420.100 Janitorial Supplies	874.35	125.00	749.35	1,000.00	3,596.31	1,500.00	139.75
10-1-000-001-4420.110 Routine Maint. Supplies	984.53	1,200.00	-215.47	9,600.00	10,088.01	14,400.00	-29.94
10-1-000-001-4420.120 Other Misc Supplies	0.00	288.00	-288.00	2,304.00	0.00	3,456.00	-100.00
10-1-000-001-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
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	153.95	0.00	153.95	0.00	119.80	0.00	
10-1-000-001-4420.130 Securty Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	<u>2,138.51</u>	<u>1,863.00</u>	<u>275.51</u>	<u>23,329.00</u>	<u>18,634.81</u>	<u>32,656.00</u>	<u>-42.94</u>

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Knox County Housing Authority
FDS Income Statement - AMP 1 Moon Towers
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
94300 Maintenance - Contracts							
10-1-000-001-4330.010 Refuse	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.000 Maint Labor Contract	9,154.25	12,500.00	-3,345.75	100,000.00	97,350.25	150,000.00	-35.10
10-1-000-001-4430.010 Garbage & Trash Con	457.73	425.00	32.73	3,400.00	3,550.97	5,100.00	-30.37
10-1-000-001-4430.020 Heating & Cooling Cont	0.00	625.00	-625.00	5,000.00	0.00	7,500.00	-100.00
10-1-000-001-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	24.00	0.00	
10-1-000-001-4430.040 Elevator Maint Cont	5,148.48	5,000.00	148.48	13,500.00	14,762.80	18,500.00	-20.20
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	8,400.00	1,546.09	8,400.00	-81.59
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	0.00	0.00	2,100.00	151.57	2,800.00	-94.59
10-1-000-001-4430.080 Plumbing Contracts	0.00	1,000.00	-1,000.00	3,000.00	216.04	4,000.00	-94.60
10-1-000-001-4430.090 Extermination Contracts	2,167.00	1,000.00	1,167.00	13,900.00	23,984.00	18,000.00	33.24
10-1-000-001-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	669.57	0.00	
10-1-000-001-4430.110 Routine Mainten Cont	215.90	1,250.00	-1,034.10	10,000.00	5,781.10	15,000.00	-61.46
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	83.00	-83.00	666.00	110.00	1,000.00	-89.00
10-1-000-001-4430.121 Laundry Equip Contract	0.00	208.00	-208.00	1,666.00	432.00	2,500.00	-82.72
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	300.00	498.12	400.00	24.53
10-1-000-001-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94300	17,143.36	22,091.00	-4,947.64	161,932.00	149,076.51	233,200.00	-36.07
94500 Maintenance - Ordinary/Benefits							
10-1-000-001-4410.500 Maint Emp Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	0.00	0.00	0.00	0.00	0.00	0.00	
94000 TOTAL MAINTENANCE EXPENSES	23,706.87	28,379.00	-4,672.13	220,661.00	203,111.32	318,956.00	-36.32
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	0.00	800.00	-800.00	2,400.00	2,417.96	3,200.00	-24.44
10-1-000-001-4480.006 Safety/Security Labor Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4480.100 ADT Contract	0.00	0.00	0.00	0.00	467.42	0.00	
10-1-000-001-4480.500 Security Contract	0.00	833.00	-833.00	6,666.00	3,474.05	10,000.00	-65.26
Total Line 95200	0.00	1,633.00	-1,633.00	9,066.00	6,359.43	13,200.00	-51.82
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	0.00	1,633.00	-1,633.00	9,066.00	6,359.43	13,200.00	-51.82
INSURANCE PREMIUMS EXPENSE							
96110 Property 120 Liab. 130 Work Comp							
10-1-000-001-4510.010 Property	3,450.08	3,515.00	-64.92	28,120.00	27,600.64	42,180.00	-34.56
10-1-000-001-4510.020 Liability Insurance	430.90	439.00	-8.10	3,512.00	3,447.20	5,268.00	-34.56
10-1-000-001-4510.030 Work Comp Insurance	179.71	183.00	-3.29	1,464.00	1,437.68	2,196.00	-34.53
Total Line 96110, 96120, 96130	4,060.69	4,137.00	-76.31	33,096.00	32,485.52	49,644.00	-34.56
96140 All Other Insurance							
10-1-000-001-4510.015 Equipment Insurance	151.64	155.00	-3.36	1,240.00	1,213.12	1,860.00	-34.78
10-1-000-001-4510.025 PE & PO Insurance	63.81	65.00	-1.19	520.00	510.48	780.00	-34.55
10-1-000-001-4510.035 Auto Insurance	47.92	50.00	-2.08	400.00	383.36	600.00	-36.11
10-1-000-001-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	263.37	270.00	-6.63	2,160.00	2,106.96	3,240.00	-34.97
96100 TOTAL INSURANCE PREMIUMS EXP	4,324.06	4,407.00	-82.94	35,256.00	34,592.48	52,884.00	-34.59

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Knox County Housing Authority
FDS Income Statement - AMP 1 Moon Towers
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
GENERAL EXPENSES							
96200 Other General Expenses							
10-1-000-001-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absences							
10-1-000-001-4110.001 Salaries Comp Absences	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	0.00	0.00	
Total Line 96210	0.00	0.00	0.00	0.00	0.00	0.00	
96300 Payment In Lieu Of Taxes - PILOT							
10-1-000-001-4520.000 Pay in lieu of Tax	3,098.01	2,310.00	788.01	18,790.00	19,710.86	28,130.00	-29.93
Total Line 96300	3,098.01	2,310.00	788.01	18,790.00	19,710.86	28,130.00	-29.93
96400 Bad Debt - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	4,639.21	0.00	4,639.21	0.00	7,184.02	0.00	
Total Line 96400	4,639.21	0.00	4,639.21	0.00	7,184.02	0.00	
96800 Severance Expense							
10-1-000-001-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96800	0.00	0.00	0.00	0.00	0.00	0.00	
96000 TOTAL OTHER GENERAL EXPENSES	7,737.22	2,310.00	5,427.22	18,790.00	26,894.88	28,130.00	-4.39
96900 TOTAL OPERATING EXPENSE	67,260.21	76,397.00	-9,136.79	607,480.00	569,212.02	902,298.00	-36.92
97000 NET REVENUE/EXPENSE (-Gain/Loss)	-11,768.46	3,968.00	-15,736.46	-27,001.00	-26,656.89	-21,948.00	21.45
MISCELLANEOUS EXPENSE							
97100 Extraordinary Maintenance							
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 Line 97100	0.00	0.00	0.00	0.00	0.00	0.00	
97200 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 Line 97200	0.00	0.00	0.00	0.00	0.00	0.00	
97400 Depreciation Expense							
10-1-000-001-4800.000 Depreciation Exp MT	13,400.00	13,500.00	-100.00	108,000.00	107,200.00	162,000.00	-33.83
Total Line 97400	13,400.00	13,500.00	-100.00	108,000.00	107,200.00	162,000.00	-33.83
97500 Fraud Losses							
Total Line 97500	0.00	0.00	0.00	0.00	0.00	0.00	
97800 Dwelling Units Rent Expense							
Total Line 97800	0.00	0.00	0.00	0.00	0.00	0.00	
90000 TOTAL MISCELLANEOUS EXPENSE	13,400.00	13,500.00	-100.00	108,000.00	107,200.00	162,000.00	-33.83

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Knox County Housing Authority
FDS Income Statement - AMP 1 Moon Towers
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
OTHER FINANCING SOURCES (USES)							
10010 Operating Transfer In							
Total Line 10010	0.00	0.00	0.00	0.00	0.00	0.00	
10020 Operating Transfer Out							
Total Line 10020	0.00	0.00	0.00	0.00	0.00	0.00	
10030 Operating Xfers from/to Government							
Total Line 10030	0.00	0.00	0.00	0.00	0.00	0.00	
10040 Oper Xfers from/to Component Unit							
Total Line 10040	0.00	0.00	0.00	0.00	0.00	0.00	
10060 Proceeds Sale Property -gain/loss							
Total Line 10060	0.00	0.00	0.00	0.00	0.00	0.00	
10070 Extraordinary Items Net -Gain/Loss							
Total Line 10050	0.00	0.00	0.00	0.00	0.00	0.00	
10080 Special Items (Net -Gain/Loss)							
Total Line 10060	0.00	0.00	0.00	0.00	0.00	0.00	
10093 Xfers - In between Amps							
10-1-000-001-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10093 Xfers - In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10094 Xfer - Out between Amps							
10-1-000-001-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10094 Xfers - Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10100 TOTAL OTHER FINANCING SOURCES-USES	0.00	0.00	0.00	0.00	0.00	0.00	
10000 EXCESS REVENUE/EXPENS (-Gain/Loss)	1,631.54	3,968.00	-2,336.46	-27,001.00	80,543.11	-21,948.00	-466.97

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Knox County Housing Authority
FDS Income Statement - AMP 2 Family Site
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	-20,954.00	-15,583.00	-5,371.00	-124,667.00	-126,390.00	-187,000.00	-32.41
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-20,954.00	-15,583.00	-5,371.00	-124,667.00	-126,390.00	-187,000.00	-32.41
70400 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	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.000 Other Income	0.00	-333.00	333.00	-2,664.00	-221.22	-3,996.00	-94.46
10-1-000-002-3690.100 Late Fees	-550.00	-750.00	200.00	-6,000.00	-4,175.00	-9,000.00	-53.61
10-1-000-002-3690.120 Violation Fees	0.00	-670.00	670.00	-5,360.00	-3,050.00	-8,040.00	-62.06
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	0.00	0.00	0.00	
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	-1,211.25	0.00	-1,211.25	0.00	-10,386.50	0.00	
10-1-000-002-3690.200 Materials	-254.70	0.00	-254.70	0.00	-6,269.38	0.00	
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-2,015.95	-1,753.00	-262.95	-14,024.00	-24,102.10	-21,036.00	14.58
70500 TOTAL TENANT REVENUE	-22,969.95	-17,336.00	-5,633.95	-138,691.00	-150,492.10	-208,036.00	-27.66
70600 HUD PHA Operating Grants							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-77,742.00	-69,229.00	-8,513.00	-553,832.00	-625,645.00	-830,748.00	-24.69
10-1-000-002-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-77,742.00	-69,229.00	-8,513.00	-553,832.00	-625,645.00	-830,748.00	-24.69
10010 Operating Tranfers In - CFP							
10-1-000-002-3404.010 Other Inc - Operations	0.00	0.00	0.00	-103,000.00	0.00	-103,000.00	-100.00
Total Line 70610	0.00	0.00	0.00	-103,000.00	0.00	-103,000.00	-100.00
70800 Other Government Grants							
10-1-000-002-3404.000 Rev other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
10-1-000-002-3610.000 Interest Income	-28.97	-25.00	-3.97	-200.00	-233.49	-300.00	-22.17
Total Line 71100	-28.97	-25.00	-3.97	-200.00	-233.49	-300.00	-22.17
71300 Proceeds from Disposition of Asset							
Total Line 71300	0.00	0.00	0.00	0.00	0.00	0.00	
71500 Other Revenue							
10-1-000-002-3190.050 Office Rent Income	-300.00	-150.00	-150.00	-1,200.00	-1,350.00	-1,800.00	-25.00
10-1-000-002-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3195.000 Day Care Income	-125.00	-125.00	0.00	-1,000.00	-1,000.00	-1,500.00	-33.33
10-1-000-002-3850.000 Inspection Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.004 Admin Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.005 Maint Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71500	-425.00	-275.00	-150.00	-2,200.00	-2,350.00	-3,300.00	-28.79
70000 TOTAL REVENUE	-101,165.92	-86,865.00	-14,300.92	-797,923.00	-778,720.59	-1,145,384.00	-32.01

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Knox County Housing Authority
FDS Income Statement - AMP 2 Family Site
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-002-4110.000 Admin Salaries	6,316.50	6,450.00	-133.50	54,825.00	51,408.91	83,850.00	-38.69
10-1-000-002-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	6,316.50	6,450.00	-133.50	54,825.00	51,408.91	83,850.00	-38.69
91200 Auditing Fees							
10-1-000-002-4171.000 Audit Fee	0.00	0.00	0.00	0.00	3,335.00	3,335.00	0.00
Total Line 91200	0.00	0.00	0.00	0.00	3,335.00	3,335.00	0.00
91300 Management Fee							
10-1-000-002-4120.100 Management Fee Exp	14,047.05	14,584.00	-536.95	116,672.00	111,920.82	175,008.00	-36.05
Total Line 91300	14,047.05	14,584.00	-536.95	116,672.00	111,920.82	175,008.00	-36.05
91310 Book-keeping Fee							
10-1-000-002-4120.300 Bookkeeping Fee Exp	1,387.50	1,455.00	-67.50	11,640.00	11,055.00	17,460.00	-36.68
Total Line 91310	1,387.50	1,455.00	-67.50	11,640.00	11,055.00	17,460.00	-36.68
91500 Benefit Contributions - Admin							
10-1-000-002-4110.500 Emp Benefit - Admin	2,148.45	2,250.00	-101.55	19,125.00	17,232.05	29,250.00	-41.09
Total Line 91500	2,148.45	2,250.00	-101.55	19,125.00	17,232.05	29,250.00	-41.09
91600 Office Expense							
10-1-000-002-4140.000 Training - Staff	0.00	0.00	0.00	1,850.00	1,007.00	2,450.00	-58.90
10-1-000-002-4180.000 Telephone	228.91	196.00	32.91	1,568.00	1,655.24	2,352.00	-29.62
10-1-000-002-4190.100 Postage	147.63	175.00	-27.37	1,400.00	1,024.93	2,100.00	-51.19
10-1-000-002-4190.200 Office Supplies	46.47	50.00	-3.53	400.00	136.58	600.00	-77.24
10-1-000-002-4190.250 Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.300 Paper Supplies	489.06	50.00	439.06	400.00	1,051.61	600.00	75.27
10-1-000-002-4190.400 Printing/printers	0.00	0.00	0.00	1,328.00	322.52	1,328.00	-75.71
10-1-000-002-4190.401 Printing Supplies	0.00	0.00	0.00	621.00	0.00	828.00	-100.00
10-1-000-002-4190.500 Printer/Copier Sup Cont	150.30	185.00	-34.70	1,480.00	448.06	2,220.00	-79.82
10-1-000-002-4190.550 Computers	0.00	0.00	0.00	0.00	899.72	0.00	
10-1-000-002-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.700 Member Dues/Fees	94.94	150.00	-55.06	1,200.00	821.62	1,800.00	-54.35
10-1-000-002-4190.800 Internet Services	407.96	526.00	-118.04	4,208.00	4,593.38	6,312.00	-27.23
10-1-000-002-4190.850 IT Support	52.50	40.00	12.50	320.00	1,487.17	480.00	209.83
Total Line 91600	1,617.77	1,372.00	245.77	14,775.00	13,447.83	21,070.00	-36.18
91700 Legal Expense							
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
10-1-000-002-4150.000 Travel - Staff	0.00	0.00	0.00	3,090.00	849.62	4,260.00	-80.06
10-1-000-002-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	325.69	0.00	
Total Line 91800	0.00	0.00	0.00	3,090.00	1,175.31	4,260.00	-72.41
91900 Other Expense							
10-1-000-002-4120.400 Fee for Service Exp	9.63	10.00	-0.37	80.00	1,051.66	120.00	776.38
10-1-000-002-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4160.100 Inspection Expense	0.00	408.00	-408.00	3,264.00	500.00	4,896.00	-89.79
10-1-000-002-4190.000 Other Sundry	0.00	0.00	0.00	0.00	623.78	0.00	
10-1-000-002-4190.950 Background Verification	86.17	57.00	29.17	456.00	349.81	684.00	-48.86
Total Line 91900	95.80	475.00	-379.20	3,800.00	2,525.25	5,700.00	-55.70
91000 TOTAL OPERATING EXPENSE - Admin	25,613.07	26,586.00	-972.93	223,927.00	212,100.17	339,933.00	-37.61

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Knox County Housing Authority
FDS Income Statement - AMP 2 Family Site
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ASSET MANAGEMENT FEE							
92000 Asset Mangement Fee							
10-1-000-002-4120.200 Asset Mgt Fee Exp	1,960.00	1,960.00	0.00	15,680.00	15,680.00	23,520.00	-33.33
Total Line 92000	<u>1,960.00</u>	<u>1,960.00</u>	<u>0.00</u>	<u>15,680.00</u>	<u>15,680.00</u>	<u>23,520.00</u>	<u>-33.33</u>
92000 TOTAL ASSET MANAGEMENT FEE	<u>1,960.00</u>	<u>1,960.00</u>	<u>0.00</u>	<u>15,680.00</u>	<u>15,680.00</u>	<u>23,520.00</u>	<u>-33.33</u>
TENANT SERVICES							
92400 Tenant Services - Other							
10-1-000-002-4220.050 Ten Ser-Cable/TV Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.100 Ten Ser-Supplies	0.00	0.00	0.00	1,800.00	10.34	2,000.00	-99.48
10-1-000-002-4220.110 Ten Ser-Recreation	3.96	0.00	3.96	840.00	403.22	840.00	-52.00
10-1-000-002-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.125 Ten Ser-Other	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.175 Garden Program Exp	0.00	0.00	0.00	600.00	0.00	600.00	-100.00
10-1-000-002-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 92400	<u>3.96</u>	<u>0.00</u>	<u>3.96</u>	<u>3,240.00</u>	<u>413.56</u>	<u>3,440.00</u>	<u>-87.98</u>
92500 TOTAL TENANT SERVICES EXPENSE	<u>3.96</u>	<u>0.00</u>	<u>3.96</u>	<u>3,240.00</u>	<u>413.56</u>	<u>3,440.00</u>	<u>-87.98</u>
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-002-4310.000 Water	71.06	200.00	-128.94	1,600.00	531.04	2,400.00	-77.87
10-1-000-002-4315.000 Sewer	38.22	35.00	3.22	280.00	278.04	420.00	-33.80
10-1-000-002-4320.000 Electric	0.00	900.00	-900.00	9,400.00	9,840.91	15,000.00	-34.39
10-1-000-002-4330.000 Gas	0.00	1,200.00	-1,200.00	6,000.00	4,207.60	13,500.00	-68.83
Total Line 93100 93200 93300 93600	<u>109.28</u>	<u>2,335.00</u>	<u>-2,225.72</u>	<u>17,280.00</u>	<u>14,857.59</u>	<u>31,320.00</u>	<u>-52.56</u>
93000 TOTAL UTILITIES EXPENSES	<u>109.28</u>	<u>2,335.00</u>	<u>-2,225.72</u>	<u>17,280.00</u>	<u>14,857.59</u>	<u>31,320.00</u>	<u>-52.56</u>
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-002-4410.200 Maint Labor - Other	4,900.00	4,900.00	0.00	39,200.00	39,350.00	58,800.00	-33.08
Total Line 94100	<u>4,900.00</u>	<u>4,900.00</u>	<u>0.00</u>	<u>39,200.00</u>	<u>39,350.00</u>	<u>58,800.00</u>	<u>-33.08</u>
94200 Maintenance - Materials/Supplies							
10-1-000-002-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	43.85	0.00	
10-1-000-002-4420.020 Heating&Cooling Supp	92.60	250.00	-157.40	2,000.00	1,464.46	3,000.00	-51.18
10-1-000-002-4420.030 Snow Removal Supplies	0.00	500.00	-500.00	750.00	24.00	2,000.00	-98.80
10-1-000-002-4420.040 Elevator Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.050 Landscape/Grounds Sup	0.00	0.00	0.00	3,250.00	2,035.44	3,250.00	-37.37
10-1-000-002-4420.070 Electrical Supplies	610.87	400.00	210.87	3,200.00	2,782.29	4,800.00	-42.04
10-1-000-002-4420.080 Plumbing Supplies	991.87	575.00	416.87	4,600.00	5,904.05	6,900.00	-14.43
10-1-000-002-4420.090 Extermination Supplies	80.00	100.00	-20.00	800.00	133.64	1,200.00	-88.86
10-1-000-002-4420.100 Janitorial Supplies	0.00	250.00	-250.00	2,000.00	1,544.69	3,000.00	-48.51
10-1-000-002-4420.110 Routine Maint. Supplies	3,400.41	2,929.00	471.41	23,433.00	32,002.10	35,150.00	-8.96
10-1-000-002-4420.120 Other Misc. Supplies	0.00	0.00	0.00	0.00	3,267.31	0.00	
10-1-000-002-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.125 Mileage	0.00	0.00	0.00	0.00	35.62	0.00	
10-1-000-002-4420.126 Vehicle Supplies	454.70	0.00	454.70	0.00	4,550.08	0.00	
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	<u>5,630.45</u>	<u>5,004.00</u>	<u>626.45</u>	<u>40,033.00</u>	<u>53,787.53</u>	<u>59,300.00</u>	<u>-9.30</u>

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Knox County Housing Authority
FDS Income Statement - AMP 2 Family Site
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
94300 Maintenance - Contracts							
10-1-000-002-4330.010 Refuse	0.00	0.00	0.00	0.00	31.71	0.00	
10-1-000-002-4430.000 Maint Labor Contract	24,641.25	21,250.00	3,391.25	170,000.00	197,965.29	255,000.00	-22.37
10-1-000-002-4430.010 Garbage&Trash Cont	142.20	250.00	-107.80	2,000.00	1,170.60	3,000.00	-60.98
10-1-000-002-4430.020 Heating&Cooling Cont	0.00	500.00	-500.00	4,000.00	5,171.52	6,000.00	-13.81
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	12,010.00	0.00	12,010.00	21,000.00	12,987.91	21,000.00	-38.15
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	100.00	-100.00	800.00	87.25	1,200.00	-92.73
10-1-000-002-4430.080 Plumbing Contracts	217.20	1,250.00	-1,032.80	10,000.00	3,528.15	15,000.00	-76.48
10-1-000-002-4430.090 Extermination Contracts	860.00	500.00	360.00	4,000.00	7,629.00	6,000.00	27.15
10-1-000-002-4430.100 Reg Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.110 Routine Maint Contr	49,060.00	100.00	48,960.00	800.00	74,620.00	1,200.00	6,118.33
10-1-000-002-4430.120 Other Misc Cont Cost	-37,310.00	3,350.00	-40,660.00	26,800.00	-37,310.00	40,200.00	-192.81
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	1,287.13	0.00	1,287.13	800.00	4,432.79	1,600.00	177.05
10-1-000-002-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94300	50,907.78	27,300.00	23,607.78	240,200.00	270,314.22	350,200.00	-22.81
94500 Maintenance - Ordinary/Benefits							
10-1-000-002-4410.500 Emp Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	0.00	0.00	0.00	0.00	0.00	0.00	
94000 TOTAL MAINTENANCE EXPENSES	61,438.23	37,204.00	24,234.23	319,433.00	363,451.75	468,300.00	-22.39
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	0.00	0.00	0.00	1,650.00	1,856.47	2,200.00	-15.62
10-1-000-002-4480.006 Safety/Security Labor Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4480.100 ADT Contract	0.00	490.00	-490.00	1,470.00	1,015.56	1,960.00	-48.19
10-1-000-002-4480.500 Security Contract	90.00	430.00	-340.00	3,440.00	2,171.35	5,160.00	-57.92
Total Line 95200	90.00	920.00	-830.00	6,560.00	5,043.38	9,320.00	-45.89
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	90.00	920.00	-830.00	6,560.00	5,043.38	9,320.00	-45.89
INSURANCE PREMIUMS EXPENSE							
96110 Property 120 Liab. 130 Work Comp							
10-1-000-002-4510.010 Property Ins	3,511.87	3,585.00	-73.13	28,680.00	28,094.96	43,020.00	-34.69
10-1-000-002-4510.020 Liability Ins	469.95	485.00	-15.05	3,880.00	3,759.60	5,820.00	-35.40
10-1-000-002-4510.030 Work Comp Insurance	211.43	220.00	-8.57	1,760.00	1,691.44	2,640.00	-35.93
Total Line 96110 96120 96130	4,193.25	4,290.00	-96.75	34,320.00	33,546.00	51,480.00	-34.84
96140 All Other Insurance							
10-1-000-002-4510.015 Equipment Insurance	165.38	170.00	-4.62	1,360.00	1,323.04	2,040.00	-35.15
10-1-000-002-4510.025 PE & PO Insurance	70.84	75.00	-4.16	600.00	566.72	900.00	-37.03
10-1-000-002-4510.035 Auto Insurance	191.67	200.00	-8.33	1,600.00	1,533.36	2,400.00	-36.11
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	427.89	445.00	-17.11	3,560.00	3,423.12	5,340.00	-35.90
96100 TOTAL INSURANCE PREMIUMS EXP	4,621.14	4,735.00	-113.86	37,880.00	36,969.12	56,820.00	-34.94

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Knox County Housing Authority
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
GENERAL EXPENSES							
96200 Other General Expenses							
10-1-000-002-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absenses							
10-1-000-002-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96210	0.00	0.00	0.00	0.00	0.00	0.00	
96300 Payment In Lieu Of Taxes - PILOT							
10-1-000-002-4520.000 Pay in lieu of Tax	2,084.47	1,325.00	759.47	10,700.00	11,150.07	15,570.00	-28.39
Total Line 96300	2,084.47	1,325.00	759.47	10,700.00	11,150.07	15,570.00	-28.39
96400 Bad Debt - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	4,550.18	200.00	4,350.18	1,600.00	18,304.23	2,400.00	662.68
Total Line 96400	4,550.18	200.00	4,350.18	1,600.00	18,304.23	2,400.00	662.68
96800 Severance Expense							
10-1-000-002-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96800	0.00	0.00	0.00	0.00	0.00	0.00	
96000 TOTAL OTHER GENERAL EXPENSES	6,634.65	1,525.00	5,109.65	12,300.00	29,454.30	17,970.00	63.91
96900 TOTAL OPERATING EXPENSE	100,470.33	75,265.00	25,205.33	636,300.00	677,969.87	950,623.00	-28.68
97000 NET REVENUE/EXPENSE (-Gain/Loss)	-695.59	-11,600.00	10,904.41	-161,623.00	-100,750.72	-194,761.00	-48.27
MISCELLANEOUS EXPENSE							
97100 Extraordinary Maintenance							
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 Line 97100	0.00	0.00	0.00	0.00	0.00	0.00	
97200 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 Line 97200	0.00	0.00	0.00	0.00	0.00	0.00	
97400 Depreciation Expense							
10-1-000-002-4800.000 Depreciation Exp Fam	30,630.00	31,000.00	-370.00	248,000.00	245,040.00	372,000.00	-34.13
Total Line 97400	30,630.00	31,000.00	-370.00	248,000.00	245,040.00	372,000.00	-34.13
97500 Fraud Losses							
Total Line 97500	0.00	0.00	0.00	0.00	0.00	0.00	
97800 Dwelling Units Rent Expense							
Total Line 97800	0.00	0.00	0.00	0.00	0.00	0.00	
90000 TOTAL MISCELLANEOUS EXPENSE	30,630.00	31,000.00	-370.00	248,000.00	245,040.00	372,000.00	-34.13

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Knox County Housing Authority
FDS Income Statement - AMP 2 Family Site
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
OTHER FINANCING SOURCES (USES)							
10010 Operating Transfer In							
Total Line 10010	0.00	0.00	0.00	0.00	0.00	0.00	
10020 Operating Transfer Out							
Total Line 10020	0.00	0.00	0.00	0.00	0.00	0.00	
10030 Operating Xfers from/to Government							
Total Line 10030	0.00	0.00	0.00	0.00	0.00	0.00	
10040 Oper Xfers from/to Component Unit							
Total Line 10040	0.00	0.00	0.00	0.00	0.00	0.00	
10060 Proceeds Sale Property -gain/loss							
Total Line 10060	0.00	0.00	0.00	0.00	0.00	0.00	
10070 Extraordinary Items Net -Gain/Loss							
Total Line 10050	0.00	0.00	0.00	0.00	0.00	0.00	
10080 Special Items (Net -Gain/Loss)							
Total Line 10060	0.00	0.00	0.00	0.00	0.00	0.00	
10093 Xfers - In between Amps							
10-1-000-002-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10093 Xfers - In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10094 Xfer - Out between Amps							
10-1-000-002-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10094 Xfers - Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10100 TOTAL OTHER FINANCING SOURCES-USES	0.00	0.00	0.00	0.00	0.00	0.00	
10000 EXCESS REVENUE/EXPENS (-Gain/Loss)	29,934.41	-11,600.00	41,534.41	-161,623.00	144,289.28	-194,761.00	-174.09

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Knox County Housing Authority
FDS Income Statement - AMP 3 Bluebell
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	-13,808.00	-13,948.00	140.00	-111,584.00	-110,409.80	-167,376.00	-34.03
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-13,808.00	-13,948.00	140.00	-111,584.00	-110,409.80	-167,376.00	-34.03
70400 Tenant Revenue - Other							
10-1-000-006-3120.000 Excess Utilities	0.00	0.00	0.00	-75.00	-75.00	-75.00	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	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.000 Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.100 Late Fees	-125.00	-100.00	-25.00	-800.00	-800.00	-1,200.00	-33.33
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	0.00	0.00	0.00	-50.00	-50.00	-50.00	0.00
10-1-000-006-3690.150 Laundry Income	0.00	-460.00	460.00	-3,680.00	-2,722.00	-5,520.00	-50.69
10-1-000-006-3690.160 Vending Machine Inc	-55.73	-25.00	-30.73	-200.00	-355.63	-300.00	18.54
10-1-000-006-3690.180 Labor	0.00	0.00	0.00	0.00	-623.25	0.00	
10-1-000-006-3690.200 Materials	0.00	0.00	0.00	0.00	-131.63	0.00	
10-1-000-006-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-180.73	-585.00	404.27	-4,805.00	-4,757.51	-7,145.00	-33.41
70500 TOTAL TENANT REVENUE	-13,988.73	-14,533.00	544.27	-116,389.00	-115,167.31	-174,521.00	-34.01
70600 HUD PHA Operating Grants							
10-1-000-006-8020.000 Oper Sub - Curr Yr	-6,088.00	-5,420.00	-668.00	-43,360.00	-41,348.00	-65,045.00	-36.43
10-1-000-006-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-6,088.00	-5,420.00	-668.00	-43,360.00	-41,348.00	-65,045.00	-36.43
10010 Operating Transfers In - CFP							
10-1-000-006-3404.010 Other Inc - Operations	0.00	-3,500.00	3,500.00	-28,000.00	0.00	-42,000.00	-100.00
Total Line 70610	0.00	-3,500.00	3,500.00	-28,000.00	0.00	-42,000.00	-100.00
70800 Other Government Grants							
10-1-000-006-3404.000 Rev other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
10-1-000-006-3610.000 Interest Income	-7.34	-8.00	0.66	-64.00	-59.98	-99.00	-39.41
Total Line 71100	-7.34	-8.00	0.66	-64.00	-59.98	-99.00	-39.41
71300 Proceeds from Disposition of Asset							
Total Line 71300	0.00	0.00	0.00	0.00	0.00	0.00	
71500 Other Revenue							
10-1-000-006-3190.050 Office Rent Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.000 Inspection Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.004 Admin Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.005 Maint Fee Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71500	0.00	0.00	0.00	0.00	0.00	0.00	
70000 TOTAL REVENUE	-20,084.07	-23,461.00	3,376.93	-187,813.00	-156,575.29	-281,665.00	-44.41

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Knox County Housing Authority
FDS Income Statement - AMP 3 Bluebell
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-006-4110.000 Admin Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4110.200 Admin Exp - Amps	0.00	1,105.00	-1,105.00	8,840.00	0.00	13,260.00	-100.00
Total Line 91100	0.00	1,105.00	-1,105.00	8,840.00	0.00	13,260.00	-100.00
91200 Auditing Fees							
10-1-000-006-4171.000 Audit Fee	0.00	0.00	0.00	0.00	870.00	870.00	0.00
Total Line 91200	0.00	0.00	0.00	0.00	870.00	870.00	0.00
91300 Management Fee							
10-1-000-006-4120.100 Management Fee Exp	3,796.50	3,834.00	-37.50	30,672.00	30,751.65	46,008.00	-33.16
Total Line 91300	3,796.50	3,834.00	-37.50	30,672.00	30,751.65	46,008.00	-33.16
91310 Book-keeping Fee							
10-1-000-006-4120.300 Bookkeeping Exp	375.00	379.00	-4.00	3,032.00	3,037.50	4,548.00	-33.21
Total Line 91310	375.00	379.00	-4.00	3,032.00	3,037.50	4,548.00	-33.21
91500 Benefit Contributions - Admin							
10-1-000-006-4110.500 Emp Benefit - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91500	0.00	0.00	0.00	0.00	0.00	0.00	
91600 Office Expense							
10-1-000-006-4140.000 Training - Staff	0.00	0.00	0.00	400.00	0.00	660.00	-100.00
10-1-000-006-4180.000 Telephone	370.19	325.00	45.19	2,600.00	2,705.69	3,900.00	-30.62
10-1-000-006-4190.100 Postage	3.99	7.00	-3.01	56.00	41.51	84.00	-50.58
10-1-000-006-4190.200 Office Supplies	0.00	0.00	0.00	50.00	0.00	50.00	-100.00
10-1-000-006-4190.250 Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.300 Paper Supplies	0.00	0.00	0.00	250.00	0.00	250.00	-100.00
10-1-000-006-4190.400 Printing/printers	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.401 Printing Supplies	0.00	0.00	0.00	150.00	0.00	150.00	-100.00
10-1-000-006-4190.500 Printer/Copier Sup Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.550 Computers	0.00	0.00	0.00	0.00	425.90	0.00	
10-1-000-006-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.700 Member Dues/Fees	600.00	20.00	580.00	160.00	600.00	240.00	150.00
10-1-000-006-4190.800 Internet Services	0.00	202.00	-202.00	1,614.00	1,530.46	2,420.00	-36.76
10-1-000-006-4190.850 IT Support	0.00	0.00	0.00	375.00	407.39	500.00	-18.52
Total Line 91600	974.18	554.00	420.18	5,655.00	5,710.95	8,254.00	-30.81
91700 Legal Expense							
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
10-1-000-006-4150.000 Travel - Staff	0.00	0.00	0.00	667.00	0.00	1,400.00	-100.00
10-1-000-006-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4150.100 Mileage - Admin	0.00	7.00	-7.00	50.00	0.00	75.00	-100.00
Total Line 91800	0.00	7.00	-7.00	717.00	0.00	1,475.00	-100.00
91900 Other Expense							
10-1-000-006-4120.400 Fee for Service Exp	2.14	3.00	-0.86	24.00	268.25	36.00	645.14
10-1-000-006-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4160.100 Inspection Expense	0.00	106.00	-106.00	850.00	0.00	1,275.00	-100.00
10-1-000-006-4190.000 Other Sundry	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.950 Background Verification	0.00	12.00	-12.00	96.00	0.00	144.00	-100.00
Total Line 91900	2.14	121.00	-118.86	970.00	268.25	1,455.00	-81.56
91000 TOTAL OPERATING EXPENSE - Admin	5,147.82	6,000.00	-852.18	49,886.00	40,638.35	75,870.00	-46.44

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Knox County Housing Authority
FDS Income Statement - AMP 3 Bluebell
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ASSET MANAGEMENT FEE							
92000 Asset Mangement Fee							
10-1-000-006-4120.200 Asset Mngt Fee Exp	510.00	510.00	0.00	4,080.00	4,080.00	6,120.00	-33.33
Total Line 92000	<u>510.00</u>	<u>510.00</u>	<u>0.00</u>	<u>4,080.00</u>	<u>4,080.00</u>	<u>6,120.00</u>	<u>-33.33</u>
92000 TOTAL ASSET MANAGEMENT FEE	<u>510.00</u>	<u>510.00</u>	<u>0.00</u>	<u>4,080.00</u>	<u>4,080.00</u>	<u>6,120.00</u>	<u>-33.33</u>
TENANT SERVICES							
92400 Tenant Services - Other							
10-1-000-006-4220.050 Ten Ser-Cable/TV Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4220.100 Ten Ser-Supplies	0.00	0.00	0.00	3,000.00	0.00	4,000.00	-100.00
10-1-000-006-4220.110 Ten Ser-Recreation	3.96	0.00	3.96	0.00	112.22	100.00	12.22
10-1-000-006-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4220.125 Ten Ser-Other	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4220.175 Garden Program Exp	0.00	0.00	0.00	200.00	0.00	200.00	-100.00
10-1-000-006-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 92400	<u>3.96</u>	<u>0.00</u>	<u>3.96</u>	<u>3,200.00</u>	<u>112.22</u>	<u>4,300.00</u>	<u>-97.39</u>
92500 TOTAL TENANT SERVICES EXPENSE	<u>3.96</u>	<u>0.00</u>	<u>3.96</u>	<u>3,200.00</u>	<u>112.22</u>	<u>4,300.00</u>	<u>-97.39</u>
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-006-4310.000 Water	0.00	300.00	-300.00	2,675.00	2,204.95	3,925.00	-43.82
10-1-000-006-4315.000 Sewer	0.00	225.00	-225.00	2,125.00	1,780.35	3,050.00	-41.63
10-1-000-006-4320.000 Electric	0.00	1,100.00	-1,100.00	8,050.00	10,435.38	12,000.00	-13.04
10-1-000-006-4330.000 Gas	0.00	350.00	-350.00	2,725.00	3,051.63	9,050.00	-66.28
Total Line 93100 93200 93300 93600	<u>0.00</u>	<u>1,975.00</u>	<u>-1,975.00</u>	<u>15,575.00</u>	<u>17,472.31</u>	<u>28,025.00</u>	<u>-37.65</u>
93000 TOTAL UTILITIES EXPENSES	<u>0.00</u>	<u>1,975.00</u>	<u>-1,975.00</u>	<u>15,575.00</u>	<u>17,472.31</u>	<u>28,025.00</u>	<u>-37.65</u>
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-006-4410.200 Maint Labor - Other	1,275.00	1,275.00	0.00	10,200.00	10,250.00	15,300.00	-33.01
Total Line 94100	<u>1,275.00</u>	<u>1,275.00</u>	<u>0.00</u>	<u>10,200.00</u>	<u>10,250.00</u>	<u>15,300.00</u>	<u>-33.01</u>
94200 Maintenance - Materials/Supplies							
10-1-000-006-4420.010 Garbage&Trash Supp	0.00	25.00	-25.00	150.00	0.00	200.00	-100.00
10-1-000-006-4420.020 Heating&Cooling Supp	0.00	500.00	-500.00	2,000.00	115.69	3,000.00	-96.14
10-1-000-006-4420.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	100.00	-100.00
10-1-000-006-4420.040 Elevator Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.050 Landscape/Grounds Sup	4.51	0.00	4.51	1,000.00	1,015.85	1,000.00	1.59
10-1-000-006-4420.070 Electrical Supplies	0.00	35.00	-35.00	280.00	1,004.93	420.00	139.27
10-1-000-006-4420.080 Plumbing Supplies	0.00	75.00	-75.00	600.00	1,676.41	900.00	86.27
10-1-000-006-4420.090 Extermination Supplies	0.00	25.00	-25.00	100.00	0.00	150.00	-100.00
10-1-000-006-4420.100 Janitorial Supplies	26.13	100.00	-73.87	800.00	650.24	1,200.00	-45.81
10-1-000-006-4420.110 Routine Maint.Supplies	87.87	633.00	-545.13	5,066.00	2,375.15	7,600.00	-68.75
10-1-000-006-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.126 Vehicle Supplies	0.00	0.00	0.00	50.00	0.00	100.00	-100.00
10-1-000-006-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	<u>118.51</u>	<u>1,393.00</u>	<u>-1,274.49</u>	<u>10,046.00</u>	<u>6,838.27</u>	<u>14,670.00</u>	<u>-53.39</u>

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Knox County Housing Authority
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
94300 Maintenance - Contracts							
10-1-000-006-4330.010 Refuse	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4430.000 Maint Labor Contract	1,946.50	4,100.00	-2,153.50	32,800.00	27,450.00	49,200.00	-44.21
10-1-000-006-4430.010 Garbage & Trash Cont	264.75	300.00	-35.25	2,400.00	2,207.98	3,600.00	-38.67
10-1-000-006-4430.020 Heating & Cooling Cont	0.00	1,250.00	-1,250.00	10,000.00	8,132.56	15,000.00	-45.78
10-1-000-006-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	800.00	-100.00
10-1-000-006-4430.040 Elevator Maint Cont	1,102.38	1,100.00	2.38	3,300.00	3,387.78	4,400.00	-23.01
10-1-000-006-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	3,400.00	767.00	3,400.00	-77.44
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	0.00	0.00	3,750.00	0.00	5,000.00	-100.00
10-1-000-006-4430.080 Plumbing Contracts	633.00	0.00	633.00	9,375.00	6,349.85	12,500.00	-49.20
10-1-000-006-4430.090 Extermination Contracts	0.00	0.00	0.00	1,125.00	861.00	2,250.00	-61.73
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	0.00	867.00	-867.00	6,934.00	5,081.32	10,400.00	-51.14
10-1-000-006-4430.120 Other Misc. Cont Cost	0.00	83.00	-83.00	666.00	200.00	1,000.00	-80.00
10-1-000-006-4430.121 Laundry Equip Contract	0.00	0.00	0.00	750.00	723.75	1,000.00	-27.63
10-1-000-006-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94300	3,946.63	7,700.00	-3,753.37	74,500.00	55,161.24	108,550.00	-49.18
94500 Maintenance - Ordinary/Benefits							
10-1-000-006-4410.500 Maint Emp Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	0.00	0.00	0.00	0.00	0.00	0.00	
94000 TOTAL MAINTENANCE EXPENSES	5,340.14	10,368.00	-5,027.86	94,746.00	72,249.51	138,520.00	-47.84
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-006-4480.000 Police Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4480.006 Safety/Security Labor Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4480.100 ADT Contract	0.00	0.00	0.00	0.00	2,181.39	0.00	
10-1-000-006-4480.500 Security Contract	450.00	200.00	250.00	3,100.00	2,085.10	4,250.00	-50.94
Total Line 95200	450.00	200.00	250.00	3,100.00	4,266.49	4,250.00	0.39
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	450.00	200.00	250.00	3,100.00	4,266.49	4,250.00	0.39
INSURANCE PREMIUMS EXPENSE							
96110 Property 120 Liab. 130 Work Comp							
10-1-000-006-4510.010 Property Insurance	1,122.56	1,144.00	-21.44	9,152.00	8,980.48	13,728.00	-34.58
10-1-000-006-4510.020 Liability Insurance	124.11	127.00	-2.89	1,016.00	992.88	1,524.00	-34.85
10-1-000-006-4510.030 Work Comp	59.90	61.00	-1.10	488.00	479.20	732.00	-34.54
Total Line 96110 96120 96130	1,306.57	1,332.00	-25.43	10,656.00	10,452.56	15,984.00	-34.61
96140 All Other Insurance							
10-1-000-006-4510.015 Equipment Insurance	43.68	45.00	-1.32	360.00	349.44	540.00	-35.29
10-1-000-006-4510.025 PE & PO Insurance	7.14	8.00	-0.86	64.00	57.12	97.00	-41.11
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 Line 96140	50.82	53.00	-2.18	424.00	406.56	637.00	-36.18
96100 TOTAL INSURANCE PREMIUMS EXP	1,357.39	1,385.00	-27.61	11,080.00	10,859.12	16,621.00	-34.67

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Knox County Housing Authority
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
GENERAL EXPENSES							
96200 Other General Expenses							
10-1-000-006-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absences							
10-1-000-006-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96210	0.00	0.00	0.00	0.00	0.00	0.00	
96300 Payment In Lieu Of Taxes - PILOT							
10-1-000-006-4520.000 Pay in lieu of Tax	1,380.80	1,197.00	183.80	9,601.00	9,293.75	13,935.00	-33.31
Total Line 96300	1,380.80	1,197.00	183.80	9,601.00	9,293.75	13,935.00	-33.31
96400 Bad Debt - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	28.95	83.00	-54.05	666.00	-337.84	1,000.00	-133.78
Total Line 96400	28.95	83.00	-54.05	666.00	-337.84	1,000.00	-133.78
96800 Severance Expense							
10-1-000-006-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96800	0.00	0.00	0.00	0.00	0.00	0.00	
96000 TOTAL OTHER GENERAL EXPENSES	1,409.75	1,280.00	129.75	10,267.00	8,955.91	14,935.00	-40.03
96900 TOTAL OPERATING EXPENSE	14,219.06	21,718.00	-7,498.94	191,934.00	158,633.91	288,641.00	-45.04
97000 NET REVENUE/EXPENSE (-Gain/Loss)	-5,865.01	-1,743.00	-4,122.01	4,121.00	2,058.62	6,976.00	-70.49
MISCELLANEOUS EXPENSE							
97100 Extraordinary Maintenance							
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 Line 97100	0.00	0.00	0.00	0.00	0.00	0.00	
97200 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 Line 97200	0.00	0.00	0.00	0.00	0.00	0.00	
97400 Depreciation Expense							
10-1-000-006-4800.000 Depreciation Exp BB	7,060.00	8,650.00	-1,590.00	69,200.00	56,480.00	103,800.00	-45.59
Total Line 97400	7,060.00	8,650.00	-1,590.00	69,200.00	56,480.00	103,800.00	-45.59
97500 Fraud Losses							
Total Line 97500	0.00	0.00	0.00	0.00	0.00	0.00	
97800 Dwelling Units Rent Expense							
Total Line 97800	0.00	0.00	0.00	0.00	0.00	0.00	
90000 TOTAL MISCELLANEOUS EXPENSE	7,060.00	8,650.00	-1,590.00	69,200.00	56,480.00	103,800.00	-45.59

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Knox County Housing Authority
FDS Income Statement - AMP 3 Bluebell
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
OTHER FINANCING SOURCES (USES)							
10010 Operating Transfer In							
Total Line 10010	0.00	0.00	0.00	0.00	0.00	0.00	
10020 Operating Transfer Out							
Total Line 10020	0.00	0.00	0.00	0.00	0.00	0.00	
10030 Operating Xfers from/to Government							
Total Line 10030	0.00	0.00	0.00	0.00	0.00	0.00	
10040 Oper Xfers from/to Component Unit							
Total Line 10040	0.00	0.00	0.00	0.00	0.00	0.00	
10060 Proceeds Sale Property -gain/loss							
Total Line 10060	0.00	0.00	0.00	0.00	0.00	0.00	
10070 Extraordinary Items Net -Gain/Loss							
Total Line 10050	0.00	0.00	0.00	0.00	0.00	0.00	
10080 Special Items (Net -Gain/Loss)							
Total Line 10060	0.00	0.00	0.00	0.00	0.00	0.00	
10093 Xfers - In between Amps							
10-1-000-006-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10093 Xfers - In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10094 Xfer - Out between Amps							
10-1-000-006-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 10094 Xfers - Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10100 TOTAL OTHER FINANCING SOURCES-USES	0.00	0.00	0.00	0.00	0.00	0.00	
10000 EXCESS REVENUE/EXPENS (-Gain/Loss)	1,194.99	-1,743.00	2,937.99	4,121.00	58,538.62	6,976.00	739.14

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Knox County Housing Authority
FDS Income Statement - Brentwood
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	-25,138.00	-27,209.00	2,071.00	-217,672.00	-207,681.00	-326,508.00	-36.39
60-1-000-000-5125.000 PHA Rent	-7,520.00	-6,231.00	-1,289.00	-49,848.00	-57,080.00	-74,772.00	-23.66
60-1-000-000-5220.000 Vacancies - BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5320.000 Rent Adjustments	-29.00	0.00	-29.00	0.00	1,114.00	0.00	
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 Line 70300	-32,687.00	-33,440.00	753.00	-267,520.00	-263,647.00	-401,280.00	-34.30
70400 Tenant Revenue - Other							
60-1-000-000-5910.000 Laundry Income	-872.25	-733.00	-139.25	-5,864.00	-5,186.75	-8,796.00	-41.03
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	-273.00	-600.00	327.00	-4,800.00	-3,875.49	-7,200.00	-46.17
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	-114.00	-125.00	11.00	-1,000.00	-549.00	-1,500.00	-63.40
60-1-000-000-5926.000 Violation Charges	0.00	0.00	0.00	0.00	-350.00	0.00	
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-1,259.25	-1,458.00	198.75	-11,664.00	-9,961.24	-17,496.00	-43.07
70500 TOTAL TENANT REVENUE	-33,946.25	-34,898.00	951.75	-279,184.00	-273,608.24	-418,776.00	-34.66
70600 HUD PHA Operating Grants							
60-1-000-000-5126.000 HAP - Brentwood S8	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	0.00	0.00	0.00	0.00	0.00	0.00	
70800 Other Government Grants							
60-1-000-000-5990.000 Income from Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
60-1-000-000-5410.000 Interest Income	-14.15	-10.00	-4.15	-80.00	-79.98	-120.00	-33.35
60-1-000-000-5420.000 Interst Sec Deposits	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71100	-14.15	-10.00	-4.15	-80.00	-79.98	-120.00	-33.35
71400 Fraud Recovery							
Total Line 71400	0.00	0.00	0.00	0.00	0.00	0.00	
71500 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	-80.49	0.00	-80.49	0.00	-71.74	0.00	
60-1-000-000-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	-2,660.00	0.00	
Total Line 71500	-80.49	0.00	-80.49	0.00	-2,731.74	0.00	
72000 Investment Income - Restricted							
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 Line 72000	0.00	0.00	0.00	0.00	0.00	0.00	
70000 TOTAL REVENUE	-34,040.89	-34,908.00	867.11	-279,264.00	-276,419.96	-418,896.00	-34.01

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**Knox County Housing Authority
FDS Income Statement - Brentwood
November, 2022**

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
60-1-000-000-6310.000 Admin Salaries	1,200.00	1,240.00	-40.00	10,540.00	9,761.10	16,120.00	-39.45
60-1-000-000-6330.000 Manager Salaries	2,499.76	2,500.00	-0.24	21,250.00	20,365.73	32,500.00	-37.34
60-1-000-000-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	3,699.76	3,740.00	-40.24	31,790.00	30,126.83	48,620.00	-38.04
91200 Auditing Fees							
60-1-000-000-6350.000 Audit	0.00	0.00	0.00	0.00	1,087.50	1,160.00	-6.25
Total Line 91200	0.00	0.00	0.00	0.00	1,087.50	1,160.00	-6.25
91300 Management Fee							
60-1-000-000-6320.000 Management Fees	3,536.00	3,744.00	-208.00	29,952.00	29,068.00	44,928.00	-35.30
Total Line 91300	3,536.00	3,744.00	-208.00	29,952.00	29,068.00	44,928.00	-35.30
91310 Book-keeping Fee							
60-1-000-000-6351.000 Bookkeeping Fees	510.00	540.00	-30.00	4,320.00	4,192.50	6,480.00	-35.30
Total Line 91310	510.00	540.00	-30.00	4,320.00	4,192.50	6,480.00	-35.30
91400 Advertising & Marketing							
60-1-000-000-6210.000 Advertising	9.63	37.00	-27.37	300.00	277.87	450.00	-38.25
Total Line 91400	9.63	37.00	-27.37	300.00	277.87	450.00	-38.25
91500 Benefit Contributions - Admin							
60-1-000-000-6310.500 Admin Benefits	590.80	602.00	-11.20	5,117.00	4,679.43	7,826.00	-40.21
60-1-000-000-6330.500 Manager's Benefits	885.23	900.00	-14.77	7,650.00	6,981.08	11,700.00	-40.33
60-1-000-000-6330.501 Wellness - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91500	1,476.03	1,502.00	-25.97	12,767.00	11,660.51	19,526.00	-40.28
91600 Office Expense							
60-1-000-000-6250.000 Misc Rent Expense	68.00	176.00	-108.00	1,408.00	827.34	2,112.00	-60.83
60-1-000-000-6311.000 Office Exp - BW	56.29	165.00	-108.71	1,320.00	1,085.52	1,980.00	-45.18
60-1-000-000-6311.050 Office Rental Exp	243.00	243.00	0.00	1,888.00	1,896.00	2,860.00	-33.71
60-1-000-000-6311.100 Phone/Internet Exp	346.58	140.00	206.58	1,120.00	1,346.57	1,680.00	-19.85
60-1-000-000-6311.150 IT Support	0.00	55.00	-55.00	440.00	1,311.91	660.00	98.77
60-1-000-000-6311.200 Office Furniture	0.00	0.00	0.00	200.00	0.00	200.00	-100.00
Total Line 91600	713.87	779.00	-65.13	6,376.00	6,467.34	9,492.00	-31.87
91700 Legal Expense							
60-1-000-000-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
60-1-000-000-6365.000 Travel - Staff	0.00	0.00	0.00	1,700.00	423.76	1,700.00	-75.07
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	106.88	100.00	6.88	800.00	762.94	1,200.00	-36.42
Total Line 91800	106.88	100.00	6.88	2,500.00	1,186.70	2,900.00	-59.08
91900 Other Expense							
60-1-000-000-6360.000 Training - Staff	0.00	130.00	-130.00	1,410.00	0.00	1,930.00	-100.00
60-1-000-000-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6380.000 Consulting Services	2,000.00	0.00	2,000.00	14,000.00	7,800.00	14,000.00	-44.29
60-1-000-000-6380.100 Inspection Expense	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6380.500 Translating Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6390.000 Fee for Service Exp	14.98	12.00	2.98	96.00	96.60	144.00	-32.92
60-1-000-000-6399.000 Other Administrative	0.00	75.00	-75.00	600.00	165.25	900.00	-81.64
Total Line 91900	2,014.98	217.00	1,797.98	16,106.00	8,061.85	16,974.00	-52.50
91000 TOTAL OPERATING EXPENSE - Admin	12,067.15	10,659.00	1,408.15	104,111.00	92,129.10	150,530.00	-38.80
UTILITIES							

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Knox County Housing Authority
FDS Income Statement - Brentwood
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
93100 Water							
60-1-000-000-6451.000 Utilities - Water	999.29	870.00	129.29	6,960.00	7,179.41	10,440.00	-31.23
Total Line 93100	999.29	870.00	129.29	6,960.00	7,179.41	10,440.00	-31.23
93200 Electricity							
60-1-000-000-6450.000 Utilites - Electric	396.64	350.00	46.64	2,800.00	4,385.69	4,200.00	4.42
Total Line 93200	396.64	350.00	46.64	2,800.00	4,385.69	4,200.00	4.42
93300 Gas							
60-1-000-000-6452.000 Utilities - Gas	77.11	165.00	-87.89	1,320.00	1,172.56	1,980.00	-40.78
Total Line 93300	77.11	165.00	-87.89	1,320.00	1,172.56	1,980.00	-40.78
93600 Sewer							
60-1-000-000-6453.000 Utilities - Sewer	1,909.96	1,441.00	468.96	11,528.00	13,694.02	17,292.00	-20.81
Total Line 93600	1,909.96	1,441.00	468.96	11,528.00	13,694.02	17,292.00	-20.81
93000 TOTAL UTILITIES EXPENSES	3,383.00	2,826.00	557.00	22,608.00	26,431.68	33,912.00	-22.06
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-000-6510.000 Maint Salaries	4,580.80	4,475.00	105.80	38,038.00	37,247.00	58,175.00	-35.97
60-1-000-000-6510.100 OT Maintenance	100.08	83.00	17.08	664.00	419.58	996.00	-57.87
60-1-000-000-6510.200 Maint from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94100	4,680.88	4,558.00	122.88	38,702.00	37,666.58	59,171.00	-36.34
94200 Maintenance - Materials/Supplies							
60-1-000-000-6515.010 Garbage/Trash Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.020 Heat/Cool Supplies	298.92	200.00	98.92	400.00	715.23	1,200.00	-40.40
60-1-000-000-6515.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	700.00	-100.00
60-1-000-000-6515.040 Roofing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.050 Lndscape/Grnd Supplies	0.00	200.00	-200.00	2,600.00	722.36	3,000.00	-75.92
60-1-000-000-6515.070 Electrical Supplies	10.00	155.00	-145.00	1,240.00	332.78	1,860.00	-82.11
60-1-000-000-6515.080 Plumbing Supplies	794.58	400.00	394.58	3,200.00	1,885.59	4,800.00	-60.72
60-1-000-000-6515.090 Extermination Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.100 Janitorial Supplies	170.35	105.00	65.35	840.00	1,734.03	1,260.00	37.62
60-1-000-000-6515.110 Routine Maint. Supplies	68.35	670.00	-601.65	5,360.00	2,626.77	8,040.00	-67.33
60-1-000-000-6515.114 Painting Supplies - BW	0.00	140.00	-140.00	1,120.00	790.35	1,680.00	-52.96
60-1-000-000-6515.115 Refrigerators	1,028.00	0.00	1,028.00	2,000.00	1,569.00	2,000.00	-21.55
60-1-000-000-6515.116 Stoves	0.00	0.00	0.00	1,200.00	0.00	1,200.00	-100.00
60-1-000-000-6515.120 Misc. Other Supplies	0.00	0.00	0.00	650.00	353.50	650.00	-45.62
60-1-000-000-6515.500 Small Tools/Equipment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	2,370.20	1,870.00	500.20	18,610.00	10,729.61	26,390.00	-59.34
94300 Maintenance - Contracts							
60-1-000-000-6520.010 Garbage/Trash Contract	1,115.55	1,150.00	-34.45	9,200.00	8,833.20	13,800.00	-35.99
60-1-000-000-6520.020 Heat/Cool Contract	0.00	0.00	0.00	500.00	0.00	3,000.00	-100.00
60-1-000-000-6520.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	1,800.00	-100.00
60-1-000-000-6520.040 Roofing Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6520.050 Landscape&Grds Cont	0.00	0.00	0.00	8,000.00	2,616.00	8,000.00	-67.30
60-1-000-000-6520.060 Unit Turn Contract	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6520.070 Electrical Contract	0.00	65.00	-65.00	520.00	0.00	780.00	-100.00
60-1-000-000-6520.080 Plumbing Contract	0.00	600.00	-600.00	4,500.00	113.00	6,000.00	-98.12
60-1-000-000-6520.090 Extermination Contract	0.00	0.00	0.00	1,276.00	2,026.00	2,552.00	-20.61
60-1-000-000-6520.100 Janitorial Contract	0.00	225.00	-225.00	900.00	675.00	1,125.00	-40.00
60-1-000-000-6520.110 Routine Maint. Contract	0.00	170.00	-170.00	1,360.00	600.00	2,040.00	-70.59
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	2,000.00	-2,000.00	6,000.00	0.00	8,000.00	-100.00
60-1-000-000-6520.120 Misc. Other Contracts	18,741.07	0.00	18,741.07	126,400.00	22,054.13	126,400.00	-82.55

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Knox County Housing Authority
FDS Income Statement - Brentwood
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Line 94300 - (sub accts)	19,856.62	4,210.00	15,646.62	158,656.00	36,917.33	173,497.00	-78.72
94500 Maintenance - Ordinary/Benefits							
60-1-000-000-6510.500 Maint. Employee Ben.	2,167.28	2,150.00	17.28	18,275.00	17,077.05	27,950.00	-38.90
60-1-000-000-6510.501 Wellness - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	2,167.28	2,150.00	17.28	18,275.00	17,077.05	27,950.00	-38.90
94000 TOTAL MAINTENANCE EXPENSES	29,074.98	12,788.00	16,286.98	234,243.00	102,390.57	287,008.00	-64.32
TOTAL PROTECTIVE SERVICES EXPENSE							
95100 Protective Services - Labor							
Total Line 95100	0.00	0.00	0.00	0.00	0.00	0.00	
95200 Protective Services - Contract							
60-1-000-000-6580.006 Safety/Security Labor	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 95200	0.00	0.00	0.00	0.00	0.00	0.00	
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	0.00	0.00	0.00	0.00	0.00	0.00	
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-000-6720.000 Property Insurance	1,060.77	1,085.00	-24.23	8,680.00	8,486.16	13,020.00	-34.82
Total Line 96110	1,060.77	1,085.00	-24.23	8,680.00	8,486.16	13,020.00	-34.82
96120 Liability Insurance							
60-1-000-000-6721.000 Liability Insurance	175.71	180.00	-4.29	1,440.00	1,405.68	2,160.00	-34.92
Total Line 96120	175.71	180.00	-4.29	1,440.00	1,405.68	2,160.00	-34.92
96130 Workmen's Compensation							
60-1-000-000-6722.000 Work Comp Insurance	278.38	285.00	-6.62	2,280.00	2,227.04	3,420.00	-34.88
Total Line 96130	278.38	285.00	-6.62	2,280.00	2,227.04	3,420.00	-34.88
96140 All Other Insurance							
60-1-000-000-6720.500 Equipment Insurance	61.83	65.00	-3.17	520.00	494.64	780.00	-36.58
60-1-000-000-6721.500 PE & PO Insurance	88.52	91.00	-2.48	728.00	708.16	1,092.00	-35.15
60-1-000-000-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	150.35	156.00	-5.65	1,248.00	1,202.80	1,872.00	-35.75
96100 TOTAL INSURANCE PREMIUMS EXP	1,665.21	1,706.00	-40.79	13,648.00	13,321.68	20,472.00	-34.93
GENERAL EXPENSES							
96200 Other General Expenses							
60-1-000-000-6790.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absences							
60-1-000-000-6795.000 Compensated Absences	0.00	42.00	-42.00	334.00	0.00	500.00	-100.00
Total Line 96210	0.00	42.00	-42.00	334.00	0.00	500.00	-100.00
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-000-6710.000 PILOT - Real Estate Tax	1,465.20	1,500.00	-34.80	12,000.00	11,860.77	18,000.00	-34.11
Total Line 96300	1,465.20	1,500.00	-34.80	12,000.00	11,860.77	18,000.00	-34.11
96400 Bad Debt - Tenant Rents							
60-1-000-000-6370.000 Bad Debt	139.57	135.00	4.57	1,080.00	879.34	1,620.00	-45.72
Total Line 96400	139.57	135.00	4.57	1,080.00	879.34	1,620.00	-45.72
96000 TOTAL OTHER GENERAL EXPENSES	1,604.77	1,677.00	-72.23	13,414.00	12,740.11	20,120.00	-36.68
INTEREST & AMORTIZATION EXPENSE							

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Knox County Housing Authority
FDS Income Statement - Prairieland
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	-21,971.00	-23,400.00	1,429.00	-185,380.00	-176,449.00	-278,980.00	-36.75
60-1-000-001-5125.000 PHA Rent	-2,875.00	-2,000.00	-875.00	-16,000.00	-18,870.00	-24,000.00	-21.38
60-1-000-001-5220.000 Vacancies - PL	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5320.000 Rent Adjustments	-396.00	40.00	-436.00	320.00	-2,061.00	480.00	-529.38
60-1-000-001-5970.000 Excess Rent	-1,378.00	-920.00	-458.00	-7,360.00	-8,956.00	-11,040.00	-18.88
60-1-000-001-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-26,620.00	-26,280.00	-340.00	-208,420.00	-206,336.00	-313,540.00	-34.19
70400 Tenant Revenue - Other							
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	-293.00	-450.00	157.00	-3,600.00	-3,608.00	-5,400.00	-33.19
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	-156.00	-200.00	44.00	-1,600.00	-928.00	-2,400.00	-61.33
60-1-000-001-5926.000 Violation Charges	0.00	0.00	0.00	0.00	-470.00	0.00	
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-449.00	-650.00	201.00	-5,200.00	-5,006.00	-7,800.00	-35.82
70500 TOTAL TENANT REVENUE	-27,069.00	-26,930.00	-139.00	-213,620.00	-211,342.00	-321,340.00	-34.23
70600 HUD PHA Operating Grants							
60-1-000-001-5126.000 HAP - Prairie S8	-4,021.00	-3,440.00	-581.00	-27,520.00	-31,854.00	-41,280.00	-22.83
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-4,021.00	-3,440.00	-581.00	-27,520.00	-31,854.00	-41,280.00	-22.83
70800 Other Government Grants							
60-1-000-001-5990.000 Income from Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
60-1-000-001-5410.000 Interest Income	0.00	0.00	0.00	-8.00	-12.32	-16.00	-23.00
60-1-000-001-5420.000 Interest Sec Dep	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71100	0.00	0.00	0.00	-8.00	-12.32	-16.00	-23.00
71400 Fraud Recovery							
Total Line 71400	0.00	0.00	0.00	0.00	0.00	0.00	
71500 Other Revenue							
60-1-000-001-5127.000 Office Rent Receipt	-243.00	-240.00	-3.00	-1,885.00	-1,896.00	-2,845.00	-33.36
60-1-000-001-5900.000 Other Income	0.00	0.00	0.00	0.00	102.69	0.00	
60-1-000-001-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	-2,660.00	0.00	
Total Line 71500	-243.00	-240.00	-3.00	-1,885.00	-4,453.31	-2,845.00	56.53
72000 Investment Income - Restricted							
60-1-000-001-5440.000 Rep Res Interest	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5450.000 Residual Res Int Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 72000	0.00	0.00	0.00	0.00	0.00	0.00	
70000 TOTAL REVENUE	-31,333.00	-30,610.00	-723.00	-243,033.00	-247,661.63	-365,481.00	-32.24

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Knox County Housing Authority
FDS Income Statement - Prairieland
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
60-1-000-001-6310.000 Admin Salaries	1,200.00	1,240.00	-40.00	10,540.00	9,761.10	16,120.00	-39.45
60-1-000-001-6330.000 Manager's Salaries	2,499.74	2,500.00	-0.26	21,250.00	20,365.57	32,500.00	-37.34
60-1-000-001-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	3,699.74	3,740.00	-40.26	31,790.00	30,126.67	48,620.00	-38.04
91200 Auditing Fees							
60-1-000-001-6350.000 Audit	0.00	0.00	0.00	0.00	1,087.50	1,015.00	7.14
Total Line 91200	0.00	0.00	0.00	0.00	1,087.50	1,015.00	7.14
91300 Management Fee							
60-1-000-001-6320.000 Management Fees	3,380.00	3,380.00	0.00	27,040.00	26,728.00	40,560.00	-34.10
Total Line 91300	3,380.00	3,380.00	0.00	27,040.00	26,728.00	40,560.00	-34.10
91310 Book-keeping Fee							
60-1-000-001-6351.000 Bookkeeping Fees	487.50	488.00	-0.50	3,904.00	3,855.00	5,856.00	-34.17
Total Line 91310	487.50	488.00	-0.50	3,904.00	3,855.00	5,856.00	-34.17
91400 Advertising & Marketing							
60-1-000-001-6210.000 Advertising	9.62	10.00	-0.38	410.00	260.96	450.00	-42.01
Total Line 91400	9.62	10.00	-0.38	410.00	260.96	450.00	-42.01
91500 Benefit Contributions - Admin							
60-1-000-001-6310.500 Admin Benefits	590.81	602.00	-11.19	5,117.00	4,679.43	7,826.00	-40.21
60-1-000-001-6330.500 Manager's Benefits	885.22	900.00	-14.78	7,650.00	6,981.00	11,700.00	-40.33
60-1-000-001-6330.501 Wellness - Manager	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91500	1,476.03	1,502.00	-25.97	12,767.00	11,660.43	19,526.00	-40.28
91600 Office Expense							
60-1-000-001-6250.000 Misc. Rent Expense	99.95	100.00	-0.05	800.00	493.33	1,200.00	-58.89
60-1-000-001-6311.000 Office Exp - PL	56.28	160.00	-103.72	1,280.00	1,097.15	1,920.00	-42.86
60-1-000-001-6311.050 Office Rental Exp	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6311.100 Phone/Internet Exp	114.70	140.00	-25.30	1,120.00	1,114.54	1,680.00	-33.66
60-1-000-001-6311.150 IT Support	0.00	55.00	-55.00	440.00	1,311.88	660.00	98.77
60-1-000-001-6311.200 Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91600	270.93	455.00	-184.07	3,640.00	4,016.90	5,460.00	-26.43
91700 Legal Expense							
60-1-000-001-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
60-1-000-001-6365.000 Travel - Staff	0.00	0.00	0.00	1,700.00	423.74	1,700.00	-75.07
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	106.87	100.00	6.87	800.00	762.79	1,200.00	-36.43
Total Line 91800	106.87	100.00	6.87	2,500.00	1,186.53	2,900.00	-59.09
91900 Other Expense							
60-1-000-001-6360.000 Training - Staff	0.00	130.00	-130.00	1,410.00	0.00	1,930.00	-100.00
60-1-000-001-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6380.000 Consulting Services	0.00	0.00	0.00	0.00	910.00	0.00	
60-1-000-001-6380.100 Inspection Expense	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6380.500 Translating Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6390.000 Fee for Service Exp	10.70	10.00	0.70	80.00	53.36	120.00	-55.53
60-1-000-001-6399.000 Other Administrative	0.00	100.00	-100.00	800.00	33.04	1,200.00	-97.25
Total Line 91900	10.70	240.00	-229.30	2,290.00	996.40	3,250.00	-69.34
91000 TOTAL OPERATING EXPENSE - Admin	9,441.39	9,915.00	-473.61	84,341.00	79,918.39	127,637.00	-37.39
UTILITIES							

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Knox County Housing Authority
FDS Income Statement - Prairieland
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
93100 Water							
60-1-000-001-6451.000 Utilities Water	879.08	850.00	29.08	6,800.00	6,534.14	10,200.00	-35.94
Total Line 93100	879.08	850.00	29.08	6,800.00	6,534.14	10,200.00	-35.94
93200 Electricity							
60-1-000-001-6450.000 Utilities Electric	293.72	300.00	-6.28	2,400.00	3,202.78	3,600.00	-11.03
Total Line 93200	293.72	300.00	-6.28	2,400.00	3,202.78	3,600.00	-11.03
93300 Gas							
60-1-000-001-6452.000 Utilities Gas	96.05	160.00	-63.95	1,280.00	977.41	1,920.00	-49.09
Total Line 93300	96.05	160.00	-63.95	1,280.00	977.41	1,920.00	-49.09
93600 Sewer							
60-1-000-001-6453.000 Utilities Sewer	1,782.68	1,600.00	182.68	12,800.00	13,121.91	19,200.00	-31.66
Total Line 93600	1,782.68	1,600.00	182.68	12,800.00	13,121.91	19,200.00	-31.66
93000 TOTAL UTILITIES EXPENSES	3,051.53	2,910.00	141.53	23,280.00	23,836.24	34,920.00	-31.74
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-001-6510.000 Maintenance Salaries	4,580.80	4,475.00	105.80	38,038.00	37,247.00	58,175.00	-35.97
60-1-000-001-6510.100 OT Maintenance	100.08	75.00	25.08	600.00	419.58	900.00	-53.38
60-1-000-001-6510.200 Maint from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94100	4,680.88	4,550.00	130.88	38,638.00	37,666.58	59,075.00	-36.24
94200 Maintenance - Materials/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 Heat/Cool Supplies	0.00	500.00	-500.00	1,540.00	1,631.70	2,040.00	-20.01
60-1-000-001-6515.030 Snow Removal Supplies	0.00	250.00	-250.00	250.00	0.00	700.00	-100.00
60-1-000-001-6515.040 Roofing Suppies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6515.050 Lndscape/Grnd Supplies	0.00	250.00	-250.00	3,000.00	1,018.59	3,000.00	-66.05
60-1-000-001-6515.070 Electrical Supplies	0.00	100.00	-100.00	800.00	333.16	1,200.00	-72.24
60-1-000-001-6515.080 Plumbing Supplies	623.35	300.00	323.35	2,750.00	2,065.30	4,100.00	-49.63
60-1-000-001-6515.090 Extermination Supplies	0.00	0.00	0.00	200.00	0.00	300.00	-100.00
60-1-000-001-6515.100 Janitorial Supplies	0.00	80.00	-80.00	640.00	177.06	960.00	-81.56
60-1-000-001-6515.110 Routine Maint. Supplies	93.73	650.00	-556.27	5,400.00	2,876.60	8,000.00	-64.04
60-1-000-001-6515.114 Painting Supplies - PL	15.31	185.00	-169.69	1,480.00	909.64	2,220.00	-59.03
60-1-000-001-6515.115 Refrigerators	-1,028.00	0.00	-1,028.00	2,000.00	541.00	2,000.00	-72.95
60-1-000-001-6515.116 Stoves	0.00	0.00	0.00	1,600.00	0.00	1,600.00	-100.00
60-1-000-001-6515.120 Other Misc. Supplies	0.00	100.00	-100.00	900.00	190.94	1,000.00	-80.91
60-1-000-001-6515.500 Small Tools/Equipment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	-295.61	2,415.00	-2,710.61	20,560.00	9,743.99	27,120.00	-64.07
94300 Maintenance - Contracts							
60-1-000-001-6520.010 Garbage/Trash Contract	668.70	726.00	-57.30	5,808.00	5,247.23	8,712.00	-39.77
60-1-000-001-6520.020 Heat/Cool Contract	0.00	0.00	0.00	400.00	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
60-1-000-001-6520.040 Roofing Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.050 Landscape&Grnds Cont	0.00	0.00	0.00	4,100.00	0.00	4,100.00	-100.00
60-1-000-001-6520.060 Unit Turn Contract	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.070 Electrical Contract	0.00	0.00	0.00	200.00	99.00	200.00	-50.50
60-1-000-001-6520.080 Plumbing Contract	434.18	0.00	434.18	6,600.00	2,659.18	6,600.00	-59.71
60-1-000-001-6520.090 Extermin Contract	0.00	0.00	0.00	1,250.00	1,921.00	2,150.00	-10.65
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	50.00	-50.00	400.00	345.00	600.00	-42.50
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	0.00	0.00	3,000.00	0.00	4,500.00	-100.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	100.00	-100.00	800.00	0.00	1,200.00	-100.00

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Knox County Housing Authority
FDS Income Statement - Prairieland
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Line 94300 - (sub accts)	1,102.88	876.00	226.88	22,558.00	10,271.41	30,162.00	-65.95
94500 Maintenance - Ordinary/Benefits							
60-1-000-001-6510.500 Maint.Benefits	2,167.36	2,150.00	17.36	18,275.00	17,077.29	27,950.00	-38.90
60-1-000-001-6510.501 Wellness - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	2,167.36	2,150.00	17.36	18,275.00	17,077.29	27,950.00	-38.90
94000 TOTAL MAINTENANCE EXPENSES	7,655.51	9,991.00	-2,335.49	100,031.00	74,759.27	144,307.00	-48.19
TOTAL PROTECTIVE SERVICES EXPENSE							
95100 Protective Services - Labor							
Total Line 95100	0.00	0.00	0.00	0.00	0.00	0.00	
95200 Protective Services - Contract							
60-1-000-001-6580.006 Safety/Security Labor	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 95200	0.00	0.00	0.00	0.00	0.00	0.00	
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	0.00	0.00	0.00	0.00	0.00	0.00	
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-001-6720.000 Prpoerty Insurance	1,071.07	1,095.00	-23.93	8,760.00	8,568.56	13,140.00	-34.79
Total Line 96110	1,071.07	1,095.00	-23.93	8,760.00	8,568.56	13,140.00	-34.79
96120 Liability Insurance							
60-1-000-001-6721.000 Liability Insurance	157.58	165.00	-7.42	1,320.00	1,260.64	1,980.00	-36.33
Total Line 96120	157.58	165.00	-7.42	1,320.00	1,260.64	1,980.00	-36.33
96130 Workmen's Compensation							
60-1-000-001-6722.000 Work Comp Insurance	278.38	285.00	-6.62	2,280.00	2,227.04	3,420.00	-34.88
Total Line 96130	278.38	285.00	-6.62	2,280.00	2,227.04	3,420.00	-34.88
96140 All Other Insurance							
60-1-000-001-6720.500 Equipment Insurance	55.46	58.00	-2.54	464.00	443.68	696.00	-36.25
60-1-000-001-6721.500 PE & PO Insurance	88.52	91.00	-2.48	728.00	708.16	1,092.00	-35.15
60-1-000-001-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	143.98	149.00	-5.02	1,192.00	1,151.84	1,788.00	-35.58
96100 TOTAL INSURANCE PREMIUMS EXP	1,651.01	1,694.00	-42.99	13,552.00	13,208.08	20,328.00	-35.03
GENERAL EXPENSES							
96200 Other General Expenses							
60-1-000-001-6790.000 Other General Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absenses							
60-1-000-001-6795.000 Comp Absences	0.00	0.00	0.00	0.00	0.00	500.00	-100.00
Total Line 96210	0.00	0.00	0.00	0.00	0.00	500.00	-100.00
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-001-6710.000 PILOT - Real Estate Tax	1,322.73	1,275.00	47.73	10,200.00	10,364.69	15,300.00	-32.26
Total Line 96300	1,322.73	1,275.00	47.73	10,200.00	10,364.69	15,300.00	-32.26
96400 Bad Debt - Tenant Rents							
60-1-000-001-6370.000 Bad Debt	2,428.50	320.00	2,108.50	2,560.00	6,328.52	3,840.00	64.81
Total Line 96400	2,428.50	320.00	2,108.50	2,560.00	6,328.52	3,840.00	64.81
96000 TOTAL OTHER GENERAL EXPENSES	3,751.23	1,595.00	2,156.23	12,760.00	16,693.21	19,640.00	-15.00
INTEREST & AMORTIZATION EXPENSE							

Date:
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Knox County Housing Authority
FDS Income Statement - HCV (ADMIN & HAP)
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total PUM (including Port Outs)	280.00	280.00	0.00	2,240.00	2,240.00	3,360.00	0.00
ADMIN REVENUE							
ADMIN OPERATING INCOME							
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Sub - Cur Yr	-12,382.00	-11,255.00	-1,127.00	-90,040.00	-108,470.00	-135,060.00	-19.69
Total Admin Fee Subsidy	-12,382.00	-11,255.00	-1,127.00	-90,040.00	-108,470.00	-135,060.00	-19.69
Interest Income							
30-1-000-000-3300.000 Int Reserve	-6.41	-7.00	0.59	-56.00	-44.11	-84.00	-47.49
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	-6.41	-7.00	0.59	-56.00	-44.11	-84.00	-47.49
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	-100.00	100.00	-800.00	-1,712.00	-1,200.00	42.67
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	-100.00	100.00	-800.00	-1,712.00	-1,200.00	42.67
TOTAL ADMIN OPERATING INCOME	-12,388.41	-11,362.00	-1,026.41	-90,896.00	-110,226.11	-136,344.00	-19.16
ADMIN EXPENSES							
ADMIN OPERATING EXPENSE							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	4,799.54	5,000.00	-200.46	42,500.00	35,271.23	65,000.00	-45.74
Total Admin Salaries	4,799.54	5,000.00	-200.46	42,500.00	35,271.23	65,000.00	-45.74
Audit Fee Expense							
30-1-000-000-4171.000 Audit Fee	0.00	0.00	0.00	0.00	2,175.00	1,765.00	23.23
Total Audit Fee Expense	0.00	0.00	0.00	0.00	2,175.00	1,765.00	23.23
Fee Expense							
30-1-000-000-4120.100 Management Fees	2,400.00	2,640.00	-240.00	21,120.00	18,948.00	31,680.00	-40.19
30-1-000-000-4120.300 Bookkeep. Fees	1,500.00	1,650.00	-150.00	13,200.00	11,842.50	19,800.00	-40.19
30-1-000-000-4480.006 Safety/Security Labor Fee	0.00	0.00	0.00	0.00	0.00	0.00	
Total Fees Expense	3,900.00	4,290.00	-390.00	34,320.00	30,790.50	51,480.00	-40.19
Benefit Contribution Expense							
30-1-000-000-4110.500 Emp Benefit - Admin	2,855.28	3,050.00	-194.72	25,925.00	21,218.31	39,650.00	-46.49
Total Benefit Contribution Exp	2,855.28	3,050.00	-194.72	25,925.00	21,218.31	39,650.00	-46.49
Office Expense							
30-1-000-000-4180.000 Telephone	95.19	81.00	14.19	528.00	688.06	772.00	-10.87
30-1-000-000-4190.100 Postage	151.89	150.00	1.89	1,220.00	1,324.61	1,850.00	-28.40
30-1-000-000-4190.250 Office Furniture	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.400 Printing/Printers	0.00	0.00	0.00	95.00	0.00	190.00	-100.00
30-1-000-000-4190.401 Printing Supplies	0.00	0.00	0.00	186.00	0.00	372.00	-100.00
30-1-000-000-4190.550 Computers	0.00	0.00	0.00	0.00	938.72	0.00	
30-1-000-000-4190.850 IT Support	0.00	0.00	0.00	107.00	705.69	215.00	228.23
Total Office Expense	247.08	231.00	16.08	2,136.00	3,657.08	3,399.00	7.59

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Knox County Housing Authority
FDS Income Statement - HCV (ADMIN & HAP)
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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	1,025.00	425.87	1,025.00	-58.45
Total Travel Expense	0.00	0.00	0.00	1,025.00	425.87	1,025.00	-58.45
Other Expense							
30-1-000-000-4120.400 Fee for Service Fee	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4140.000 Training - Staff	0.00	0.00	0.00	1,450.00	338.00	1,450.00	-76.69
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	2,576.00	-2,576.00	4,986.00	0.00	4,986.00	-100.00
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	295.99	100.00	195.99	300.00	2,297.28	371.00	519.21
30-1-000-000-4190.200 Inspection Exp	0.00	458.00	-458.00	3,666.00	1,600.00	5,500.00	-70.91
30-1-000-000-4190.950 Background Verification	36.93	50.00	-13.07	400.00	199.43	600.00	-66.76
30-1-000-000-4420.126 Vehicle Supplies	0.00	10.00	-10.00	20.00	58.21	30.00	94.03
30-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	15.92	0.00	
Total Other Expense	332.92	3,194.00	-2,861.08	10,822.00	4,508.84	12,937.00	-65.15
TOTAL ADMIN EXPENSE	12,134.82	15,765.00	-3,630.18	116,728.00	98,046.83	175,256.00	-44.06
Insurance Premiums Expense							
30-1-000-000-4510.025 PE & PO Insurance	53.16	54.00	-0.84	432.00	425.28	648.00	-34.37
30-1-000-000-4510.030 Work Comp Insurance	190.28	194.00	-3.72	1,552.00	1,522.24	2,328.00	-34.61
30-1-000-000-4510.035 Auto Insurance	47.92	50.00	-2.08	400.00	383.36	600.00	-36.11
30-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Premium Expenses	291.36	298.00	-6.64	2,384.00	2,330.88	3,576.00	-34.82
TOTAL INSURANCE EXPENSE	291.36	298.00	-6.64	2,384.00	2,330.88	3,576.00	-34.82
General Expense							
30-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4570.100 Collection Loss Admin	-4.00	0.00	-4.00	-100.00	-68.90	-100.00	-31.10
30-1-000-000-4590.010 Admin Gen Exp-Port	248.85	317.00	-68.15	2,536.00	2,050.26	3,804.00	-46.10
Total General Expense	244.85	317.00	-72.15	2,436.00	1,981.36	3,704.00	-46.51
TOTAL GENERAL EXPENSE	244.85	317.00	-72.15	2,436.00	1,981.36	3,704.00	-46.51
TOTAL EXPENSES - ADMIN	12,671.03	16,380.00	-3,708.97	121,548.00	102,359.07	182,536.00	-43.92
ADMIN (Profit)/Loss	282.62	5,018.00	-4,735.38	30,652.00	-7,867.04	46,192.00	-117.03
MISCELLANEOUS EXPENSE							
Surplus Adj & Provision							
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	464.00	465.00	-1.00	3,720.00	3,712.00	5,580.00	-33.48
Total Depreciation Expense	464.00	465.00	-1.00	3,720.00	3,712.00	5,580.00	-33.48
TOTAL MISC EXPENSE	464.00	465.00	-1.00	3,720.00	3,712.00	5,580.00	-33.48
TOTAL ADMIN EXPENSES w/ DEPR EXP	13,135.03	16,845.00	-3,709.97	125,268.00	106,071.07	188,116.00	-43.61
ADMIN (Profit)/Loss w/ Depreciation	746.62	5,483.00	-4,736.38	34,372.00	-4,155.04	51,772.00	-108.03

Date:
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Knox County Housing Authority
FDS Income Statement - HCV (ADMIN & HAP)
November, 2022

	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	-100.00	100.00	-800.00	-1,628.00	-1,200.00	35.67
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	-58,866.00	-80,225.00	21,359.00	-641,804.00	-591,780.00	-962,706.00	-38.53
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-58,866.00	-80,325.00	21,459.00	-642,604.00	-593,408.00	-963,906.00	-38.44
TOTAL HAP INCOME	-58,866.00	-80,325.00	21,459.00	-642,604.00	-593,408.00	-963,906.00	-38.44
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP Tenant Pmts	70,611.00	73,000.00	-2,389.00	584,000.00	534,742.98	876,000.00	-38.96
30-1-000-000-4715.015 HAP Mid-month Pmt	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	3,326.00	2,550.00	776.00	20,400.00	23,813.00	30,600.00	-22.18
30-1-000-000-4715.050 HAP Homeownership	0.00	175.00	-175.00	875.00	0.00	1,575.00	-100.00
30-1-000-000-4715.070 HAP Port Out Pmts	5,717.00	12,250.00	-6,533.00	98,000.00	45,885.11	147,000.00	-68.79
Total HAP Expenses	79,654.00	87,975.00	-8,321.00	703,275.00	604,441.09	1,055,175.00	-42.72
TOTAL HAP EXPENSE	79,654.00	87,975.00	-8,321.00	703,275.00	604,441.09	1,055,175.00	-42.72
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	-4.50	0.00	-4.50	100.00	67.40	100.00	-32.60
Total General HAP Expenses	-4.50	0.00	-4.50	100.00	67.40	100.00	-32.60
TOTAL GENERAL HAP EXPENSES	-4.50	0.00	-4.50	100.00	67.40	100.00	-32.60
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	79,649.50	87,975.00	-8,325.50	703,375.00	604,508.49	1,055,275.00	-42.72
Remaining HAP (to)/from Reserve	20,783.50	7,650.00	13,133.50	60,771.00	11,100.49	91,369.00	-87.85

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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total PUM (including Port Outs)	15.00	0.00	0.00	0.00	120.00	0.00	0.00
EHV - HAP INCOME STATEMENT							
<u>EHV - HAP INCOME</u>							
HAP Income							
30-1-000-001-8026.000 EHV HAP Subsidy Inc	-18,381.00	0.00	-18,381.00	0.00	-39,773.00	0.00	
Total HAP Income	-18,381.00	0.00	-18,381.00	0.00	-39,773.00	0.00	
TOTAL HAP INCOME	-18,381.00	0.00	-18,381.00	0.00	-39,773.00	0.00	
<u>EHV - HAP EXPENSE</u>							
HAP Expenses							
30-1-000-001-4715.010 EHV HAP Tenant Pmts	7,539.00	0.00	7,539.00	0.00	48,761.00	0.00	
30-1-000-001-4715.040 EHV HAP Utility Pmts	450.00	0.00	450.00	0.00	4,006.00	0.00	
30-1-000-001-4715.070 EHV HAP Port Out Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
Total HAP Expense	7,989.00	0.00	7,989.00	0.00	52,767.00	0.00	
TOTAL HAP EXPENSE	7,989.00	0.00	7,989.00	0.00	52,767.00	0.00	
EHV HAP (to)/from Reserve	-10,392.00	0.00	-10,392.00	0.00	12,994.00	0.00	
EHV - ADMIN INCOME STATEMENT							
ADMIN INCOME - EHV							
<u>EHV - ADMIN INCOME</u>							
Admin Fee Subsidy							
30-1-000-001-8026.500 EHV Ongo Admin Sub	-1,749.00	0.00	-1,749.00	0.00	-5,043.00	0.00	
30-1-000-001-8026.501 EHV Preliminary Fee Inc	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-001-8026.502 EHV Service Fee Inc	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-001-8026.503 EHV Placement Fee Inc	0.00	0.00	0.00	0.00	-500.00	0.00	
30-1-000-001-8026.504 EHV Issuance Fee Inc	0.00	0.00	0.00	0.00	-500.00	0.00	
Total Admin Fee Subsidy	-1,749.00	0.00	-1,749.00	0.00	-6,043.00	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	-1,749.00	0.00	-1,749.00	0.00	-6,043.00	0.00	

Date:
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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
November, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ADMIN EXPENSES - EHV							
<u>PRELIMINARY FEE EXPENSES</u>							
Preliminary Fee Expenses							
30-1-000-001-4130.100 EHV Preliminary Exps	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-001-4190.200 Inspection Exp	0.00	0.00	0.00	0.00	150.00	0.00	
Total Preliminary Fee Expenses	0.00	0.00	0.00	0.00	150.00	0.00	
TOTAL PRELIMINARY FEE EXPENSES	0.00	0.00	0.00	0.00	150.00	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							
30-1-000-001-4110.000 EHV Salary Exp	188.72	0.00	188.72	0.00	2,795.42	0.00	
30-1-000-001-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-001-4110.500 EHV Emp Benefit Exp	119.12	0.00	119.12	0.00	1,764.47	0.00	
30-1-000-001-4120.100 EHV Management Fee	168.00	0.00	168.00	0.00	1,164.00	0.00	
30-1-000-001-4120.300 EHV Bookkeeping Fee	105.00	0.00	105.00	0.00	727.50	0.00	
30-1-000-001-4130.200 EHV Other Ongoing	50.00	0.00	50.00	0.00	862.48	0.00	
Total Ongoing Admin Expenses	630.84	0.00	630.84	0.00	7,313.87	0.00	
TOTAL ONGOING ADMIN EXPENSES	630.84	0.00	630.84	0.00	7,313.87	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							
30-1-000-001-4130.300 EHV Deposit Expenses	0.00	0.00	0.00	0.00	2,572.84	0.00	
Total Security/Utility/Holding Deposits	0.00	0.00	0.00	0.00	2,572.84	0.00	
Owner Incentive Expense							
30-1-000-001-4130.320 EHV Owner Incentive	0.00	0.00	0.00	0.00	841.00	0.00	
Exp							
Total Owner Incentive Expenses	0.00	0.00	0.00	0.00	841.00	0.00	
Other Eligible Expenses							
30-1-000-001-4130.330 EHV Other Service Exp	818.87	0.00	818.87	0.00	8,760.48	0.00	
Total Other Eligible Expenses	818.87	0.00	818.87	0.00	8,760.48	0.00	
TOTAL SERVICE FEE EXPENSES	818.87	0.00	818.87	0.00	12,174.32	0.00	
TOTAL EHV ADMIN EXPENSES	1,449.71	0.00	1,449.71	0.00	19,638.19	0.00	
EHV ADMINI (Profit)/Loss	-299.29	0.00	-299.29	0.00	13,595.19	0.00	

Knox County Housing Authority
BOARD - COCC CASH FLOW STATEMENT
November 30, 2022

COCC - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	96,777.22	99,584.00	-2,806.78	809,117.76	1,332,212.00	-39.27
TOTAL OPERATING INCOME	96,777.22	99,584.00	-2,806.78	809,117.76	1,332,212.00	-39.27
OPERATING EXPENSE						
Total Administration Expenses	56,891.88	51,904.00	4,987.88	458,056.78	723,502.00	-36.69
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	23.97	565.00	-541.03	3,764.29	6,780.00	-44.48
Total Maintenance Expenses	52,322.08	52,802.00	-479.92	419,322.48	686,474.00	-38.92
Total Protective Expenses	0.00	0.00	0.00	0.00	0.00	
General Expenses	3,231.26	3,241.00	-9.74	25,850.08	46,392.00	-44.28
TOTAL ROUTINE OPERATING EXPENSES	112,469.19	108,512.00	3,957.19	906,993.63	1,463,148.00	-38.01
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	-765.00	765.00	0.00	-9,180.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	112,469.19	107,747.00	4,722.19	906,993.63	1,453,968.00	-37.62
NET REVENUE/-EXPENSE PROFIT/-LOSS	-15,691.97	-8,163.00	-7,528.97	-97,875.87	-121,756.00	-19.61
Total Depreciation Expense						
Total Depreciation Expense	760.00	765.00	-5.00	6,080.00	9,180.00	-33.77
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-16,451.97	-8,928.00	-7,523.97	-103,955.87	-130,936.00	-20.61

Knox County Housing Authority
BOARD - AMP001 CASH FLOW STATEMENT
November 30, 2022

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	79,028.67	72,429.00	6,599.67	595,868.91	924,246.00	-35.53
TOTAL OPERATING INCOME	79,028.67	72,429.00	6,599.67	595,868.91	924,246.00	-35.53
OPERATING EXPENSE						
Total Administration Expenses	26,853.73	28,823.00	-1,969.27	228,959.48	362,478.00	-36.83
Total Tenant Service Expenses	67.96	137.00	-69.04	687.57	2,250.00	-69.44
Total Utility Expenses	4,570.37	10,708.00	-6,137.63	68,606.86	124,400.00	-44.85
Total Maintenance Expenses	23,706.87	28,379.00	-4,672.13	203,111.32	318,956.00	-36.32
Total Protective Service Expenses	0.00	1,633.00	-1,633.00	6,359.43	13,200.00	-51.82
General Expenses	12,061.28	6,717.00	5,344.28	61,487.36	81,014.00	-24.10
TOTAL ROUTINE OPERATING EXPENSES	67,260.21	76,397.00	-9,136.79	569,212.02	902,298.00	-36.92
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	-13,500.00	13,500.00	0.00	-162,000.00	-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	67,260.21	62,897.00	4,363.21	569,212.02	740,298.00	-23.11
NET REVENUE/EXPENSE PROFIT/-LOSS						
	11,768.46	9,532.00	2,236.46	26,656.89	183,948.00	-85.51
Total Depreciation Expense						
Total Depreciation Expense	13,400.00	13,500.00	-100.00	107,200.00	162,000.00	-33.83
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-1,631.54	-3,968.00	2,336.46	-80,543.11	21,948.00	-466.97

Knox County Housing Authority
BOARD - AMP002 CASH FLOW STATEMENT
November 30, 2022

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	101,165.92	86,865.00	14,300.92	778,720.59	1,145,384.00	-32.01
TOTAL OPERATING INCOME	101,165.92	86,865.00	14,300.92	778,720.59	1,145,384.00	-32.01
OPERATING EXPENSE						
Total Administration Expenses	27,573.07	28,546.00	-972.93	227,780.17	363,453.00	-37.33
Total Tenant Service Expenses	3.96	0.00	3.96	413.56	3,440.00	-87.98
Total Utility Expenses	109.28	2,335.00	-2,225.72	14,889.30	31,320.00	-52.46
Total Maintenance Expenses	61,438.23	37,204.00	24,234.23	363,420.04	468,300.00	-22.40
Total Protective Service Expenses	90.00	920.00	-830.00	5,043.38	9,320.00	-45.89
General Expenses	11,255.79	6,260.00	4,995.79	66,423.42	74,790.00	-11.19
TOTAL ROUTINE OPERATING EXPENSES	100,470.33	75,265.00	25,205.33	677,969.87	950,623.00	-28.68
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	100,470.33	44,265.00	56,205.33	677,969.87	578,623.00	17.17
NET REVENUE/EXPENSE PROFIT/-LOSS						
	695.59	42,600.00	-41,904.41	100,750.72	566,761.00	-82.22
Total Depreciation Expense						
Total Depreciation Expense	30,630.00	31,000.00	-370.00	245,040.00	372,000.00	-34.13
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-29,934.41	11,600.00	-41,534.41	-144,289.28	194,761.00	-174.09

Knox County Housing Authority
BOARD - AMP003 CASH FLOW STATEMENT
November 30, 2022

BLUEBELL - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	20,084.07	23,461.00	-3,376.93	156,575.29	281,665.00	-44.41
TOTAL OPERATING INCOME	20,084.07	23,461.00	-3,376.93	156,575.29	281,665.00	-44.41
OPERATING EXPENSE						
Total Administration Expenses	5,657.82	6,510.00	-852.18	44,718.35	81,990.00	-45.46
Total Tenant Service Expenses	3.96	0.00	3.96	112.22	4,300.00	-97.39
Total Utility Expenses	0.00	1,975.00	-1,975.00	17,472.31	28,025.00	-37.65
Total Maintenance Expenses	5,340.14	10,368.00	-5,027.86	72,249.51	138,520.00	-47.84
Total Protective Service Expenses	450.00	200.00	250.00	4,266.49	4,250.00	0.39
General Expenses	2,767.14	2,665.00	102.14	19,815.03	31,556.00	-37.21
TOTAL ROUTINE OPERATING EXPENSES	14,219.06	21,718.00	-7,498.94	158,633.91	288,641.00	-45.04
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	-8,650.00	8,650.00	0.00	-103,800.00	-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	14,219.06	13,068.00	1,151.06	158,633.91	184,841.00	-14.18
NET REVENUE/EXPENSE PROFIT/-LOSS	5,865.01	10,393.00	-4,527.99	-2,058.62	96,824.00	-102.13
Total Depreciation Expense						
Total Depreciation Expense	7,060.00	8,650.00	-1,590.00	56,480.00	103,800.00	-45.59
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-1,194.99	1,743.00	-2,937.99	-58,538.62	-6,976.00	739.14

Knox County Housing Authority
BOARD - HCV CASH FLOW STATEMENT
November 30, 2022

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	12,388.41	11,362.00	1,026.41	110,226.11	136,344.00	-19.16
TOTAL ADMIN OPERATING INCOME	12,388.41	11,362.00	1,026.41	110,226.11	136,344.00	-19.16
OPERATING EXPENSES						
Total Admin Expenses	8,234.82	11,465.00	-3,230.18	65,007.20	121,981.00	-46.71
Total Fees Expenses	3,900.00	4,290.00	-390.00	32,965.50	53,245.00	-38.09
Total General Expenses	536.21	625.00	-88.79	4,386.37	7,310.00	-39.99
TOTAL OPERATING EXPENSES	12,671.03	16,380.00	-3,708.97	102,359.07	182,536.00	-43.92
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENSES	12,671.03	16,380.00	-3,708.97	102,359.07	182,536.00	-43.92
NET REVENUE PROFIT/-LOSS	-282.62	-5,018.00	4,735.38	7,867.04	-46,192.00	-117.03
Total Depreciation Expense	464.00	465.00	-1.00	3,712.00	5,580.00	-33.48
NET REVENUE w/Deprecitation PROFIT/-LOSS	-746.62	-5,483.00	4,736.38	4,155.04	-51,772.00	-108.03

HAP - OPERATING STATEMENT

HAP INCOME						
Total Income	58,866.00	80,325.00	-21,459.00	593,408.00	963,906.00	-38.44
TOTAL HAP INCOME	58,866.00	80,325.00	-21,459.00	593,408.00	963,906.00	-38.44
HAP EXPENSES						
Total HAP Expenses	79,654.00	87,975.00	-8,321.00	604,441.09	1,055,175.00	-42.72
Total General HAP Expenses	-4.50	0.00	-4.50	67.40	100.00	-32.60
TOTAL HAP EXPENSES	79,649.50	87,975.00	-8,325.50	604,508.49	1,055,275.00	-42.72
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
REMAINING HAP from RESERVE +/-LOSS	-20,783.50	-7,650.00	-13,133.50	-11,100.49	-91,369.00	-87.85

Knox County Housing Authority
BOARD - BRENTWOOD CASH FLOW STATEMENT
November 30, 2022

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	34,040.89	34,908.00	-867.11	276,419.96	418,896.00	-34.01
TOTAL OPERATING INCOME	34,040.89	34,908.00	-867.11	276,419.96	418,896.00	-34.01
OPERATING EXPENSE						
Total Administration Expenses	8,160.72	6,510.00	1,650.72	59,747.94	100,742.00	-40.69
Total Fee Expenses	4,046.00	4,284.00	-238.00	33,260.50	51,408.00	-35.30
Total Utilities Expenses	3,383.00	2,826.00	557.00	26,431.68	33,912.00	-22.06
Total Maintenance Expenses	29,074.98	12,788.00	16,286.98	102,390.57	287,008.00	-64.32
Total Taxes & Insurance Expense	3,130.41	3,248.00	-117.59	25,182.45	38,972.00	-35.38
Total Financial Expenses	1,607.09	1,760.00	-152.91	13,051.92	21,120.00	-38.20
TOTAL ROUTINE OPERATING EXPENSE	49,402.20	31,416.00	17,986.20	260,065.06	533,162.00	-51.22
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-8,300.00	8,300.00	0.00	-99,600.00	-100.00
Total Capital Expenditures	0.00	-8,300.00	8,300.00	0.00	-99,600.00	-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	49,402.20	23,116.00	26,286.20	260,065.06	433,562.00	-40.02
NET REVENUE PROFIT/-LOSS						
	-15,361.31	11,792.00	-27,153.31	16,354.90	-14,666.00	-211.52
Total Depreciation Expense						
	8,286.00	8,300.00	-14.00	66,288.00	99,600.00	-33.45
NET REVENUE w/Depreciation PROFIT/-LOSS	-23,647.31	3,492.00	-27,139.31	-49,933.10	-114,266.00	-56.30

Knox County Housing Authority
BOARD - PRAIRIELAND CASH FLOW STATEMENT
November 30, 2022

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	31,333.00	30,610.00	723.00	247,661.63	365,481.00	-32.24
TOTAL OPERATING INCOME	31,333.00	30,610.00	723.00	247,661.63	365,481.00	-32.24
OPERATING EXPENSE						
Total Administration Expenses	8,002.39	6,367.00	1,635.39	55,663.91	85,061.00	-34.56
Total Fee Expenses	3,867.50	3,868.00	-0.50	30,583.00	46,416.00	-34.11
Total Utilities Expenses	3,051.53	2,910.00	141.53	23,836.24	34,920.00	-31.74
Total Maintenance Expenses	7,655.51	9,991.00	-2,335.49	74,759.27	144,307.00	-48.19
Total Taxes & Insurance Expense	2,973.74	2,969.00	4.74	23,572.77	36,128.00	-34.75
Total Financial Expenses	1,607.08	1,730.00	-122.92	13,051.90	20,760.00	-37.13
TOTAL ROUTINE OPERATING EXPENSE	27,157.75	27,835.00	-677.25	221,467.09	367,592.00	-39.75
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-7,275.00	7,275.00	0.00	-87,300.00	-100.00
Total Capital Expenditures	0.00	-7,275.00	7,275.00	0.00	-87,300.00	-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	27,157.75	20,560.00	6,597.75	221,467.09	280,292.00	-20.99
NET REVENUE PROFIT/-LOSS						
	4,175.25	10,050.00	-5,874.75	26,194.54	85,189.00	-69.25
Total Depreciation Expense						
	7,240.00	7,275.00	-35.00	57,920.00	87,300.00	-33.65
NET REVENUE w/Depreciation PROFIT/-LOSS	-3,064.75	2,775.00	-5,839.75	-31,725.46	-2,111.00	1,402.86

Knox County Housing Authority
BOARD - LOW RENT CASH FLOW STATEMENT
November 30, 2022

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	297,055.88	282,339.00	14,716.88	2,340,282.55	3,683,507.00	-36.47
TOTAL OPERATING INCOME	297,055.88	282,339.00	14,716.88	2,340,282.55	3,683,507.00	-36.47
OPERATING EXPENSE						
Total Administration Expenses	116,976.50	115,783.00	1,193.50	959,514.78	1,531,423.00	-37.34
Total Tenant Service Expenses	75.88	137.00	-61.12	1,213.35	9,990.00	-87.85
Total Utility Expenses	4,703.62	15,583.00	-10,879.38	104,732.76	190,525.00	-45.03
Total Maintenance Expenses	142,807.32	128,753.00	14,054.32	1,058,103.35	1,612,250.00	-34.37
Total Protective Service Expenses	540.00	2,753.00	-2,213.00	15,669.30	26,770.00	-41.47
General Expenses	29,315.47	18,883.00	10,432.47	173,575.89	233,752.00	-25.74
TOTAL ROUTINE OPERATING EXPENSES	294,418.79	281,892.00	12,526.79	2,312,809.43	3,604,710.00	-35.84
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	-53,915.00	53,915.00	0.00	-646,980.00	-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	294,418.79	227,977.00	66,441.79	2,312,809.43	2,957,730.00	-21.80
NET REVENUE/EXPENSE PROFIT/-LOSS						
	2,637.09	54,362.00	-51,724.91	27,473.12	725,777.00	-96.21
Total Depreciation Expense						
Total Depreciation Expense	51,850.00	53,915.00	-2,065.00	414,800.00	646,980.00	-35.89
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-49,212.91	447.00	-49,659.91	-387,326.88	78,797.00	-591.55

Knox County Housing Authority
BOARD - AHP CASH FLOW STATEMENT
November 30, 2022

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	65,373.89	65,518.00	-144.11	524,081.59	784,377.00	-33.18
TOTAL OPERATING INCOME	65,373.89	65,518.00	-144.11	524,081.59	784,377.00	-33.18
OPERATING EXPENSE						
Total Administration Expenses	16,163.11	12,877.00	3,286.11	115,411.85	185,803.00	-37.88
Total Fee Expenses	7,913.50	8,152.00	-238.50	63,843.50	97,824.00	-34.74
Total Utilities Expenses	6,434.53	5,736.00	698.53	50,267.92	68,832.00	-26.97
Total Maintenance Expenses	36,730.49	22,779.00	13,951.49	177,149.84	431,315.00	-58.93
Total Taxes & Insurance Expense	6,104.15	6,217.00	-112.85	48,755.22	75,100.00	-35.08
Total Financial Expenses	3,214.17	3,490.00	-275.83	26,103.82	41,880.00	-37.67
TOTAL ROUTINE OPERATING EXPENSE	76,559.95	59,251.00	17,308.95	481,532.15	900,754.00	-46.54
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-15,575.00	15,575.00	0.00	-186,900.00	-100.00
Total Capital Expenditures	0.00	-15,575.00	15,575.00	0.00	-186,900.00	-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	76,559.95	43,676.00	32,883.95	481,532.15	713,854.00	-32.54
NET REVENUE PROFIT/-LOSS						
	-11,186.06	21,842.00	-33,028.06	42,549.44	70,523.00	-39.67
Total Depreciation Expense						
	15,526.00	15,575.00	-49.00	124,208.00	186,900.00	-33.54
NET REVENUE w/Depreciation PROFIT/-LOSS	-26,712.06	6,267.00	-32,979.06	-81,658.56	-116,377.00	-29.83

Knox County Housing Authority
CLAIMS REPORT - LOW RENT
November, 2022

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	14,292.86	9,261.97	5,030.89	116,942.66
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	16,208.67	16,297.88	-89.21	130,421.89
Administrative Expenses	777.20	1,071.16	-293.96	16,994.93
Tenant Services	67.96	99.13	-31.17	687.57
Utilities	4,570.37	8,117.72	-3,547.35	68,606.86
Maintenance Supplies/Contracts	19,281.87	24,509.49	-5,227.62	174,070.75
Mileage	0.00	0.00	0.00	0.00
General Expenses	12,061.28	4,900.14	7,161.14	61,487.36
Non-Routine Expense	0.00	0.00	0.00	0.00
TOTAL MOON TOWERS CLAIMS	67,260.21	64,257.49	3,002.72	569,212.02
AMP002 - FAMILY				
Salaries	13,364.95	7,349.60	6,015.35	107,990.96
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	17,404.18	17,744.97	-340.79	139,707.48
Administrative Expenses	1,475.03	775.05	699.98	17,776.49
Tenant Services	3.96	0.00	3.96	413.56
Utilities	109.28	1,896.77	-1,787.49	14,889.30
Maintenance Supplies/Contracts	56,628.23	46,256.78	10,371.45	329,077.80
Mileage	0.00	0.00	0.00	35.62
General Expenses	11,255.79	-1,363.91	12,619.70	66,423.42
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	100,241.42	72,659.26	27,582.16	676,314.63
AMP003 - BLUEBELL				
Salaries	1,275.00	514.60	760.40	10,250.00
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,683.64	4,768.67	-85.03	38,137.40
Administrative Expenses	974.18	536.67	437.51	6,580.95
Tenant Services	3.96	0.00	3.96	112.22
Utilities	0.00	1,925.16	-1,925.16	17,472.31
Maintenance Supplies/Contracts	4,515.14	6,858.94	-2,343.80	66,266.00
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,767.14	2,197.81	569.33	19,815.03
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	14,219.06	16,801.85	-2,582.79	158,633.91
COCC				
Salaries	103,639.37	96,730.48	6,908.89	814,946.53
Employee W/H Payments	710.33	50.56	659.77	9.25
Management Fees	268.98	0.00	268.98	1,438.76
Administrative Expenses	5,118.66	4,673.59	445.07	56,265.60
Tenant Services	0.00	0.00	0.00	0.00
Utilities	23.97	364.70	-340.73	3,764.29
Maintenance Supplies/Contracts	186.95	45.02	141.93	4,695.89
Mileage	0.00	0.00	0.00	32.48
General Expenses	3,231.26	1,594.29	1,636.97	25,850.08
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	113,179.52	103,458.64	9,720.88	907,002.88
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	132,572.18	113,856.65	18,715.53	1,050,130.15
Employee W/H Payments	710.33	50.56	659.77	9.25
Management Fees	38,565.47	38,811.52	-246.05	309,705.53
Administrative Expenses	8,573.98	7,251.88	1,322.10	99,273.21
Tenant Services	75.88	99.13	-23.25	1,213.35
Utilities	4,703.62	12,304.35	-7,600.73	104,732.76
Maintenance Supplies	80,612.19	77,670.23	2,941.96	574,110.44
Mileage	0.00	0.00	0.00	68.10
General Expenses	29,315.47	7,328.33	21,987.14	173,575.89
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL LOW RENT CLAIMS	295,129.12	257,372.65	37,756.47	2,312,818.68

Knox County Housing Authority
CLAIMS REPORT - AHP / HCV
November, 2022

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	12,023.95	10,764.36	1,259.59
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,046.00	4,165.00	-119.00
Administrative Expenses	969.95	1,405.45	-435.50
Utilities	3,383.00	3,505.83	-122.83
Maintenance Supplies/Contracts	22,226.82	7,152.05	15,074.77
Tax & Insurance Expenses	3,130.41	2,924.87	205.54
Finacial Expenses	1,607.09	1,756.89	-149.80
TOTAL BRENTWOOD CLAIMS	47,387.22	31,674.45	15,712.77
PRAIRIELAND			
Salaries	12,024.01	10,764.20	1,259.81
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,867.50	3,867.50	0.00
Administrative Expenses	2,815.92	2,410.03	405.89
Utilities	3,051.53	3,124.12	-72.59
Maintenance Supplies/Contracts	807.27	3,568.53	-2,761.26
Taxes & Insurance Expenses	2,973.74	2,742.14	231.60
Financial Expenses	1,607.08	1,756.88	-149.80
TOTAL PRAIRIELAND CLAIMS	27,147.05	28,233.40	-1,086.35
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	24,047.96	21,528.56	2,519.40
Employee W/H Payments	0.00	0.00	0.00
Management Fees	7,913.50	8,032.50	-119.00
Administrative Expenses	3,785.87	3,815.48	-29.61
Utilities	6,434.53	6,629.95	-195.42
Maintenance Supplies	23,034.09	10,720.58	12,313.51
Taxes & Insurance Expenses	6,104.15	5,667.01	437.14
Financial Expenses	3,214.17	3,513.77	-299.60
TOTAL AHP CLAIMS	74,534.27	59,907.85	14,626.42
HOUSING CHOICE VOUCHER - HCV			
Salaries	7,962.66	7,182.36	780.30
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,173.00	3,919.50	253.50
Administrative Expenses	1,448.87	4,450.80	-3,001.93
General Expense-Admin	536.21	615.34	-79.13
Total HCV Expenses	14,120.74	16,168.00	-2,047.26
HAP Expenses	87,643.00	78,413.00	9,230.00
General Expenses	-4.50	-8.72	4.22
Total HAP Expenses	87,638.50	78,404.28	9,234.22
TOTAL HCV CLAIMS	101,759.24	94,572.28	7,186.96

Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
November, 2022

	Current Period	Last Year Same	Current Year	Cumulative
CFG 2022 - \$1,467,361				
Admin. / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	16,393.00	16,393.00
TOTAL CFG 2022 CLAIMS	0.00	0.00	16,393.00	16,393.00
CFG 2021 - \$1,209,310				
Admin / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2021 CLAIMS	0.00	0.00	0.00	300,000.00
CFG 2020 - \$1,168,267				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	50,162.30	0.00	168,926.24	168,926.24
TOTAL CFG 2020 CLAIMS	50,162.30	0.00	168,926.24	468,926.24
CFG 2019 - \$1,083,874				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	0.00	16,915.81	139,408.21	783,874.00
TOTAL CFG 2019 CLAIMS	0.00	16,915.81	139,408.21	1,083,874.00
TOTAL CFG GRANT(S) CLAIMS	50,162.30	16,915.81	324,727.45	1,869,193.24

Knox County Housing Authority
CLAIMS REPORT TOTALS
November, 2022

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
<hr/>				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	67,260.21	64,257.49	3,002.72	569,212.02
AMP002 - FAMILY	100,470.33	72,854.67	27,615.66	677,969.87
AMP003 - BLUEBELL	14,219.06	16,801.85	-2,582.79	158,633.91
COCC	112,864.53	103,458.65	9,405.88	904,802.96
TOTAL LOW RENT	294,814.13	257,372.66	37,441.47	2,310,618.76
<u>A.H.P.</u>				
BRENTWOOD	49,402.20	31,683.45	17,718.75	260,065.06
PRAIRIELAND	27,157.75	28,239.40	-1,081.65	221,467.09
TOTAL A.H.P.	76,559.95	59,922.85	16,637.10	481,532.15
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	14,120.74	16,168.00	-2,047.26	121,923.13
TOTAL HCV	14,120.74	16,168.00	-2,047.26	121,923.13
<u>GRANTS</u>				
CAPITAL FUND GRANT 2022	0.00	0.00	0.00	16,393.00
CAPITAL FUND GRANT 2021	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2020	50,162.30	0.00	50,162.30	168,926.24
CAPITAL FUND GRANT 2019	0.00	16,915.81	-16,915.81	139,408.21
TOTAL GRANTS	50,162.30	16,915.81	33,246.49	324,727.45
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TOTAL CLAIMS FOR MONTH	435,657.12	350,379.32	85,277.80	3,238,801.49

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

O: (309) 342-8129
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www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 12/21/2022

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 12/27/2022

SUBJECT: Application for Payment #4 – Hein Construction

Executive Summary

At the 05/31/2022 Board meeting, a contract was approved with Hein Construction to complete Balcony Repairs at Brentwood Manor. Seven balconies will be replaced as they have started to experience failure in recent months.

Since the project started at the end of September, all seven balconies have been removed, rebuilt, concrete poured, and railings installed. The railings and underside of the balconies still need to be painted, but the current cold temperatures are preventing this from happening at this time.

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

Fiscal Impact

This project will be funded through Brentwood Manor's reserves and Central Office Cost Center reserves.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve Application for Payment #4 for Brentwood Manor Balcony Repairs from Hein Construction in the amount of \$114,129.00 for the period to 12/30/2022.

RESOLUTION 2022-08

December 27, 2022

Board of Commissioners

Derek Antoine, Executive Director

RE: Adoption of Public Housing Flat Rent Schedule FFY 2023

Article I. Background

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) provided enabling legislation which requires Public Housing Agencies (PHAs) to provide options to residents in selecting a choice of rental payment. Annually, the Knox County Housing Authority (KCHA) must provide its public housing residents the opportunity to choose between paying "flat rent," which is based on a unit's market rental value, or "Income Based Rent," which is based on a percentage of adjusted family income. This requirement is codified at 24 CFR §960.253. Additionally, 24 CFR §960.253(b) stipulates PHAs must use a reasonable method to determine the flat rent for a unit.

Flat rents are designed to encourage and reward employment and economic self-sufficiency by setting a rent that will not automatically increase as the family's income increases.

Paragraph (2)(B)(i) of Section 3(a) of the United States Housing Act of 1937 (the Act), as amended by the Consolidated Appropriations Acts of 2014 and 2015, established new parameters that PHAs must use when determining the flat rent amounts. Specifically, flat rents were required to be set at no less than 80% of the applicable Fair Market Rent (FMR).

Notice 2015-13 outlines three options available to PHAs for determining their flat rents:

- PHAs have the option to continue using the regional FMRs as the basis for calculating their flat rents. Flat rents should be set no lower than 80% of FMR, with adjustments made for tenant paid utilities.
- PHAs have the option to use the zip-code based Small Area FMRs (SAFMR) for metropolitan counties or the unadjusted rents for counties not covered by SAFMRs as the basis for calculating their flat rents. As with traditional FMRs, flat rents should be set no lower than 80% of SAFMR, with adjustments made for tenant paid utilities.
- For communities in which the FMR and SAFMR do not appropriately reflect the market value of a property or unit, a PHA can apply to HUD for an exception. To apply for an exception, a PHA must demonstrate the need by assessing the value of the unit (market rent analysis). PHAs should consider location, quality, size, unit type, age of unit, amenities, services, maintenance, and included utilities when determining the market value. To the extent possible, these market analyses should be based on rents paid for similar units in the unassisted market.

For the current cycle, the Knox County Housing Authority has opted to continue using the regional FMRs as the basis for calculating our flat rents.

The table below represents the final FFY 2023 FMR rates, the current KCHA Public Housing Program Flat Rent Schedule (FFY 2022), and the proposed FFY 2023 KCHA Public Housing Program Flat Rent Schedule (adjustments for utility payments have been made to the "Current" and "Proposed" flat rents listed):

Fair Market Rent (FMR)						
FMR Data	Efficiency	1-BR	2-BR	3-BR	4-BR	5-BR
FFY 2023	\$ 547.00	\$ 588.00	\$ 774.00	\$ 1,012.00	\$ 1,040.00	\$ 1,196.00
FFY 2022	\$ 508.00	\$ 559.00	\$ 735.00	\$ 976.00	\$ 997.00	\$ 1,146.00
Variance	\$ 39.00	\$ 29.00	\$ 39.00	\$ 36.00	\$ 43.00	\$ 49.00

Moon Towers/Bluebell Tower				
	FFY 2023			
Unit Size	FMR	80% FMR	UA	80FMR-UA
0BR	\$ 547.00	\$ 438.00	\$ 46.00	\$ 392.00
1BR	\$ 588.00	\$ 471.00	\$ 46.00	\$ 425.00
2BR	\$ 774.00	\$ 620.00	\$ 53.00	\$ 567.00

Family Sites				
	FFY 2023			
Unit Size	FMR	80% FMR	UA	FMR-UA
2BR	\$ 774.00	\$ 620.00	\$ 210.00	\$ 410.00
3BR	\$ 1,012.00	\$ 810.00	\$ 242.00	\$ 568.00
4BR	\$ 1,040.00	\$ 832.00	\$ 273.00	\$ 559.00
5BR	\$ 1,196.00	\$ 957.00	\$ 301.00	\$ 656.00

Location	Unit Size	FFY 2022	FFY 2023	+/-	%
MT/BB	0BR	\$ 374.00	\$ 392.00	\$ 18.00	4.8%
MT/BB	1BR	\$ 415.00	\$ 425.00	\$ 10.00	2.4%
MT/BB	2BR	\$ 550.00	\$ 567.00	\$ 17.00	3.1%
FAM	2BR	\$ 410.00	\$ 410.00	\$ -	0.0%
FAM	3BR	\$ 576.00	\$ 568.00	\$ (8.00)	-1.4%
FAM	4BR	\$ 568.00	\$ 559.00	\$ (9.00)	-1.6%
FAM	5BR	\$ 663.00	\$ 656.00	\$ (7.00)	-1.1%

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve to approve and adopt the FFY 2023 Knox County Housing Authority Public Housing Program Flat Rent Schedule, effective 10/01/2022.



REVIEW AND COMMENT

PUBLIC HOUSING FLAT RENT SCHEDULE

EFFECTIVE 11/01/2022

On 09/01/2022, the Department of Housing and Urban Development (HUD) announced Fair Market Rents (FMR) for the federal fiscal year 10/1/2022 through 9/30/2023.

FMRs are used in the calculation of flat rents for Public Housing units. The FY 2014 Appropriations Act, along with subsequent appropriations acts, require PHAs to establish flat rents at no less than 80 percent of the applicable Fair Market Rent (FMR), with implementation guidance in Notice PIH 2014-12 and Notice PIH 2015-13 (24 CFR §960.253(b)).

Further, as FMRs are developed to include shelter rent plus the cost of all necessary utilities, their inclusion for purposes of setting Public Housing flat rents may lead to families paying more in gross rent if the shelter rent is not adjusted to reflect utility payments. Thus, PHAs must consider who is responsible for direct utility payments to the utility company, and adjust the flat rent accordingly. In the case the family is responsible for making direct utility payments to the utility company, as is the case with KCHA public housing units, the PHA must adjust the flat rent amount downward, using a utility allowance, to account for reasonable utility costs of an energy-conservative household of modest circumstances consistent with the requirements of a safe, sanitary, and healthful living environment.

At all new admissions, families choose between the compliant flat rent amount and the income-based rent. During annual reexaminations, PHAs must offer an annual rent option, where the family may choose to pay either the compliant flat rents or the calculated income-based rent. (24 CFR §960.253).

The proposed changes to the Flat Rent Schedule reflect the adjustments to the FMRs for Knox County, Illinois, and the Knox County Housing Authority Utility Allowance schedule, shall be adopted at the regular meeting of the Board of Commissioners on 11/01/2022, effective same day.

Please submit all questions or comments regarding the changes in flat rent to us in writing to:

Knox County Housing Authority
Flat Rent Review and Comment
Attn: Derek Antoine
216 W. Simmons St.
Galesburg, IL 61401
309.342.8129 EXT. 223
309.342.7206 FAX
dantoine@knoxhousing.org



PROPOSED FLAT RENT SCHEDULE PUBLIC HOUSING PROGRAM

EFFECTIVE 11/01/2022

Location	Unit Size	FFY 2022	FFY 2023	+/-	%
MT/BB	0BR	\$ 374.00	\$ 392.00	\$ 18.00	4.8%
MT/BB	1BR	\$ 415.00	\$ 425.00	\$ 10.00	2.4%
MT/BB	2BR	\$ 550.00	\$ 567.00	\$ 17.00	3.1%
FAM	2BR	\$ 410.00	\$ 410.00	\$ -	0.0%
FAM	3BR	\$ 576.00	\$ 568.00	\$ (8.00)	-1.4%
FAM	4BR	\$ 568.00	\$ 559.00	\$ (9.00)	-1.6%
FAM	5BR	\$ 663.00	\$ 656.00	\$ (7.00)	-1.1%

RESOLUTION 2022-08

December 27, 2022

Board of Commissioners

Derek Antoine, Executive Director

Adoption of Public Hosing Flat Rent Schedule FFY 2023

WHEREAS, the Annual Contributions Contract (ACC) between the Knox County Housing Authority (KCHA) and the United States Department of Housing and Urban Development (HUD) and federal program regulations require the KCHA to review, revise, and adopt as needed Public Housing Program Flat Rents; and

WHEREAS, the KCHA is a PHA that administers a Public Housing program; and

WHEREAS, Sections 210 and 243 of Title II of P.L. 113-76, the Consolidated Appropriations Act of 2014, and Section 238 of Title II of P.L. 113-235, the Department of Housing and Urban Development Appropriations Act of 2015, amended Paragraph (2)(B)(i) of Section 3(a) of the United States Housing Act of 1937 (the Act) establishing procedures PHAs must use when determining flat rent amounts; and

WHEREAS, the Knox County Housing Authority has demonstrated compliance with the amendments to the Act and provisions of HUD Notices PIH 2014-12 and PIH 2015-13 in determining and implementing revisions to its flat rent schedule;

WHEREAS, HUD's final FFY 2023 Fair Market Rents for Knox County, Illinois are as follows: 0-BR - \$547.00, 1-BR - \$588.00, 2-BR - \$774.00, 3-BR - \$1,012.00, 4-BR - \$1,040.00, and 5-BR - \$1,196.00; and

WHEREAS, the KCHA has elected to utilize the regional FMRs as published by HUD as the basis for calculating its flat rents; and

WHEREAS, the KCHA has reviewed the final FFY 2023 FMR schedule for Knox County, Illinois and adjusted the current KCHA Public Housing Flat Rent Schedule; and

WHEREAS, the KCHA has elected to calculate its public housing flat rents using a value of 80% of the posted FMR rates while also deducting utility allowances paid for by the residents; and

WHEREAS, the KCHA's proposed FFY 2023 Flat Rent Schedule is as follows: 0-BR - \$392.00, 1-BR - \$425.00, 2-BR(HR) - \$567.00, 2-BR(FAM) - \$410.00, 3-BR - \$568.00, 4-BR - \$559.00, and 5-BR - \$656.00; and

WHEREAS, the Executive Director recommends adjustment to the existing KCHA Public Housing Program Flat Rent Schedule to reflect the appropriate adjustments utilizing FFY 2023 Fair Market Rents as presented.

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RESOLUTION 2022-08

December 27, 2022

Board of Commissioners

Derek Antoine, Executive Director

Adoption of Public Hosing Flat Rent Schedule FFY 2023

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The proposed FFY 2023 Knox County Housing Authority Public Housing Program Flat Rent Schedule is hereby approved and adopted.
3. The Executive Director is hereby authorized to amend the Knox County Housing Authority Public Housing Program Flat Rent Schedule as provided in this Resolution.
4. This Resolution shall be effective in accordance with federal regulations and be effective as of October 1, 2022.

RESOLVED: December 27, 2022

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2022-09

December 27, 2022
Board of Commissioners
Derek Antoine, Executive Director

RE: Approval of Housing Choice Voucher Payment Standard Schedule FFY 2023

Article I. Background

Payment standards are used to calculate the housing assistance payments (HAP) the Knox County Housing Authority (KCHA) pays to the landlords/owners on behalf of the participant family leasing the unit. Public housing authorities have latitude in establishing a schedule of payment standard amounts by bedroom size. The range of possible payment standard amounts are based on HUD's published fair market rent (FMR) schedule for the FMR area in which the agency has jurisdiction. Payment standard amounts may range from 90% to 110% percent of the published FMRs, also called the "basic range," though PHAs are allowed set them higher or lower with prior HUD approval. Regulations on payment standards are set forth at 24 CFR §982.503. The Section Eight Management Assessment Program (SEMAP) measures a PHAs compliance with this requirement.

The level at which the payment standard amount is set directly affects the amount of subsidy a family will receive, and the amount of rent paid by program participants. If the payment standard amount is too low, families may need to pay more than they can afford, families could have a hard time finding acceptable units or units in more desirable areas, and housing choices for those families may be narrowed. If the payment standard amount is too high, landlords/owners may be encouraged to ask for higher than reasonable rents. Payment standard amounts should be high enough to allow families a reasonable selection of modest, decent, safe, and sanitary housing in a range of neighborhoods.

At least annually the KCHA reviews its payment standards to determine whether adjustments are needed for some or all unit sizes. In reviewing the adequacy of the payment standard amounts, the KCHA considers the following:

- Assisted families' rent burden
- Availability of suitable units
- Size and quality of available units
- Time to locate adequate housing
- Vouchers expiring without leasing
- Families that move out of the KCHA's jurisdiction (portability)

Historically, the Knox County Housing Authority has adhered to the published FMR rates when establishing its payment standard schedule. On occasion, amounts within the allowable range (90%-110%) have been utilized. The payment standard schedule coincides with the release of the annual FMR rates.

The tables below represent the FFY 2023 FMR rates, the basic range within which the KCHA may set the schedule, and the proposed FFY 2023 KCHA Payment Standard Schedule. The agency has opted to utilize rents at the 110% level for all bedroom sizes in an effort to keep currently housed participants in place and not limit the availability of rental housing in the jurisdiction.

Fair Market Rent (FMR) Analysis Tool						
FFY 2023	Efficiency	1-BR	2-BR	3-BR	4-BR	5-BR
FMR	\$ 547.00	\$ 588.00	\$ 774.00	\$ 1,012.00	\$ 1,040.00	\$ 1,196.00
110%	\$ 601.00	\$ 646.00	\$ 851.00	\$ 1,113.00	\$ 1,144.00	\$ 1,315.00
100%	\$ 547.00	\$ 588.00	\$ 774.00	\$ 1,012.00	\$ 1,040.00	\$ 1,196.00
90%	\$ 492.00	\$ 529.00	\$ 696.00	\$ 910.00	\$ 936.00	\$ 1,076.00

Basic Range		
SIZE	MINIMUM	MAXIMUM
EFF	\$ 492.00	\$ 601.00
1-BR	\$ 529.00	\$ 646.00
2-BR	\$ 696.00	\$ 851.00
3-BR	\$ 910.00	\$ 1,113.00
4-BR	\$ 936.00	\$ 1,144.00
5-BR	\$ 1,076.00	\$ 1,315.00

Proposed Payment Standard Schedule			
BR	FFY 2022	FFY 2023	+ / -
Efficiency	\$ 558.00	\$ 601.00	\$ 43.00
1-BR	\$ 614.00	\$ 646.00	\$ 32.00
2-BR	\$ 808.00	\$ 851.00	\$ 43.00
3-BR	\$ 1,073.00	\$ 1,113.00	\$ 40.00
4-BR	\$ 1,096.00	\$ 1,144.00	\$ 48.00
5-BR	\$ 1,260.00	\$ 1,315.00	\$ 55.00

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve to approve and adopt the proposed FFY 2022 Knox County Housing Authority Payment Standard Schedule, effective 10/01/2022.



REVIEW AND COMMENT

HCVP PAYMENT STANDARD SCHEDULE

EFFECTIVE 11/01/2022

On 09/01/2022, the Department of Housing and Urban Development (HUD) announced Fair Market Rents (FMR) for the federal fiscal year 10/1/2022 through 9/30/2023.

Payment standards are used to calculate the housing assistance payments (HAP) the Knox County Housing Authority (KCHA) pays to the landlords/owners on behalf of the participant family leasing the unit. Public housing authorities (PHAs) have latitude in establishing a schedule of payment standard amounts by bedroom size. The range of possible payment standard amounts is based on HUD's published fair market rent (FMR) schedule for the FMR area in which the agency has jurisdiction. Payment standard amounts may range from 90% to 110% percent of the published FMRs (referred to as the "basic range"), though PHAs are allowed set them higher or lower with prior HUD approval. Regulations on payment standards are set forth at 24 CFR §982.503. The Section Eight Management Assessment Program (SEMAP) measures PHAs compliance with this requirement.

The level at which the payment standard amount is set directly affects the amount of subsidy a family will receive, and the amount of rent paid by program participants. If the payment standard amount is too low, families may need to pay more than they can afford, families could have a hard time finding acceptable units or units in more desirable areas, and housing choices for those families may be narrowed. If the payment standard amount is too high, landlords/owners may be encouraged to ask for higher than reasonable rents. Payment standard amounts should be high enough to allow families a reasonable selection of modest, decent, safe, and sanitary housing in a range of neighborhoods.

At least annually the KCHA reviews its payment standards to determine whether adjustments are needed for some or all unit sizes.

The proposed changes to the HCVP Payment Standard Schedule shall be adopted at the regular meeting of the Board of Commissioners on 11/01/2022, effective the same day.

Please submit all questions or comments regarding the changes in flat rent to us in writing to:

Knox County Housing Authority
Flat Rent Review and Comment
Attn: Derek Antoine
216 W. Simmons St.
Galesburg, IL 61401
309.342.8129 EXT. 223
309.342.7206 FAX
dantoine@knoxhousing.org



PROPOSED HCVP PAYMENT STANDARD SCHEDULE

EFFECTIVE 11/01/2022

Fair Market Rent (FMR) Analysis Tool						
FFY 2023	Efficiency	1-BR	2-BR	3-BR	4-BR	5-BR
FMR	\$ 547.00	\$ 588.00	\$ 774.00	\$ 1,012.00	\$ 1,040.00	\$ 1,196.00
110%	\$ 601.00	\$ 646.00	\$ 851.00	\$ 1,113.00	\$ 1,144.00	\$ 1,315.00
100%	\$ 547.00	\$ 588.00	\$ 774.00	\$ 1,012.00	\$ 1,040.00	\$ 1,196.00
90%	\$ 492.00	\$ 529.00	\$ 696.00	\$ 910.00	\$ 936.00	\$ 1,076.00

Basic Range		
SIZE	MINIMUM	MAXIMUM
EFF	\$ 492.00	\$ 601.00
1-BR	\$ 529.00	\$ 646.00
2-BR	\$ 696.00	\$ 851.00
3-BR	\$ 910.00	\$ 1,113.00
4-BR	\$ 936.00	\$ 1,144.00
5-BR	\$ 1,076.00	\$ 1,315.00

Proposed Payment Standard Schedule			
BR	FFY 2022	FFY 2023	+ / -
Efficiency	\$ 558.00	\$ 601.00	\$ 43.00
1-BR	\$ 614.00	\$ 646.00	\$ 32.00
2-BR	\$ 808.00	\$ 851.00	\$ 43.00
3-BR	\$ 1,073.00	\$ 1,113.00	\$ 40.00
4-BR	\$ 1,096.00	\$ 1,144.00	\$ 48.00
5-BR	\$ 1,260.00	\$ 1,315.00	\$ 55.00

RESOLUTION 2022-09

December 27, 2022
Board of Commissioners
Derek Antoine, Executive Director

Approval of Housing Choice Voucher Payment Standard Schedule FFY 2023

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires public housing authorities (PHAs) which administer a Housing Choice Voucher program (HCV) to establish payment standards which are used to calculate housing assistance payments (HAP) that the PHA pays to landlords/owners on behalf of participant families leasing an HCV unit; and

WHEREAS, the Knox County Housing Authority (KCHA) is a PHA that administers an HCV program; and

WHEREAS, the range of payment standard amounts is to be based on HUD's published Fair Market Rent (FMR) schedule for the federal fiscal year 2023, for the FMR area in which the KCHA has jurisdiction; and

WHEREAS, the KCHA is a PHA that administers a Housing Choice Voucher program; and

WHEREAS, HUD's final FFY 2023 Fair Market Rents for Knox County, Illinois are as follows: 0-BR - \$547.00, 1-BR - \$588.00, 2-BR - \$774.00, 3-BR - \$1,012.00, 4-BR - \$1,040.00, and 5-BR - \$1,196.00; and

WHEREAS, the KCHA may set its payment standard amounts within the HUD allowable range of 90% to 110% of the most current published FMR rates; and

WHEREAS, the Executive Director recommends maintaining the existing KCHA Payment Standard Schedule to reflect 110% of the appropriate FFY 2023 Fair Market Rents as presented, which will maintain or grow the current level of families served while encouraging participation for both current and prospective landlords/owners; and

WHEREAS, the KCHA's proposed FFY 2023 Payment Standard Schedule will be based on 110% to FMR value and is listed as follows: 0-BR - \$601.00, 1-BR - \$646.00, 2-BR - \$851.00, 3-BR - \$1,113.00, 4-BR - \$1,144.00, and 5-BR - \$1,315.00; and

WHEREAS, the Executive Director recommends adjustment to the existing KCHA Housing Choice Voucher Program Payment Standard Schedule to reflect the appropriate adjustments utilizing FFY 2023 Fair Market Rents as presented.

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RESOLUTION 2022-09

December 27, 2022
Board of Commissioners

Derek Antoine, Executive Director

Approval of Housing Choice Voucher Payment Standard Schedule FFY 2023

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The proposed FFY 2023 Knox County Housing Authority Payment Standard Schedule is hereby approved and adopted.
3. The Executive Director is hereby authorized to amend the Knox County Housing Authority Payment Standard Schedule as provided in this Resolution.
4. This Resolution shall be effective in accordance with federal regulations and be effective as of 10/01/2022.

RESOLVED: December 27, 2022

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2022-10

December 27, 2022
Board of Commissioners

Derek Antoine, Executive Director

RE: Adoption of Public Housing Utility Allowance Schedule FFY 09/30/23

Article I. Background

Public Housing Authorities (PHAs) are governed by the Code of Federal Regulations, which sets forth the guidelines, policies, and procedures by which a PHA is required to follow in the administration federal assistance funding. 24 CFR §965.502(a) states "PHAs shall establish allowances for PHA-furnished utilities for all metered utilities and allowances for resident-purchased utilities for all utilities purchased directly by residents from the utilities suppliers." Additionally, 24 CFR §965.502(b) explains "The PHA shall maintain a record that documents the basis on which allowances and scheduled surcharges, and revisions thereof, are established and revised. Such record shall be available for inspection by residents." 24 CFR §965.505(b) clarifies "Allowances for both PHA-furnished and resident-purchased utilities shall be designed to include such reasonable consumption for major equipment or for utility functions furnished by the PHA for all residents (e.g., heating furnace, hot water heater), for essential equipment whether or not furnished by the PHA (e.g., range and refrigerator), and for minor items of equipment (such as toasters and radios) furnished by residents."

24 CFR §965.507(a) stipulates "PHA shall review at least annually the basis on which utility allowances have been established and, if reasonably required in order to continue adherence to the standards stated in § 965.505, shall establish revised allowances." Further, 24 CFR §965.507(b) explains "PHA may revise its allowances for resident-purchased utilities between annual reviews if there is a rate change (including fuel adjustments) and shall be required to do so if such change, by itself or together with prior rate changes not adjusted for, results in a change of 10 percent or more from the rates on which such allowances were based."

To that end, the KCHA, within the construct and purvey of its consortium partnership with the Nelrod Company, requested a Utility Allowance study be conducted for rental units in Knox County, Illinois. The objective of the study and subsequent analysis was to update the current Public Housing utility allowances with current utility supplier's rates and charges for electric, natural gas, water, sewer and trash collection for the agency's three PH properties – Moon Towers, Family Sites (Woodland Bend, Cedar Creek Place, Whispering Hollow), and Bluebell Tower.

To complete the utility rate analysis, the Nelrod Company obtained current rates for electricity, natural gas, bottle gas/propane, water and sewer rates, and trash collection charges from the various providers of Knox County, Illinois. Once the data was collected, comparisons were made to the previously applied rates and charges.

Based on the data obtained during the comparability study, **the Nelrod Company has recommended a revision to the KCHA Public Housing Program Utility Allowance Schedule due to changes in rates for electric, water, sewer, and trash/refuse collection.** The Nelrod Company has provided support documentation for its analysis and recommendation.

Changes shall be effective immediately for tenants whose rents declined as a result of increased utility allowances, and effective on **01/01/2023** for tenants who experienced a rental increase resulting from decreased utility allowances. Public Notice was provided on 11/01/2022 through a posting and comment period, commencing on **11/01/2022** and ending **11/30/2022**. No public comments were received pertaining to the proposed schedule.

Article II. Recommendation

It is the recommendation of the Executive Director to adopt the proposed Public Housing Utility Allowance schedule prepared by the Nelrod Company, effective for the federal fiscal year ending 09/30/2023.



REVIEW AND COMMENT

PUBLIC HOUSING UTILITY ALLOWANCE SCHEDULE

EFFECTIVE 11/01/2022

11/01/2022: 24 CFR 965.502 requires that PHAs shall establish allowances for PHA-furnished utilities for all check metered utilities and allowances for resident-purchased utilities for all utilities purchased directly by residents from the utilities suppliers. 24 CFR 965.507 stipulates that PHAs shall review at least annually the basis on which utility allowances have been established and shall establish revised allowances. Further, the regulations state that PHAs may revise allowances for resident-purchased utilities between annual reviews if there is a rate change (including fuel adjustments) and shall be required to do so if such change, by itself or together with prior rate changes not adjusted for, results in a change of 10 percent or more from the rates on which such allowances were based.

The Knox County Housing Authority, IL, Public Housing (Conventional) utility allowances were calculated with updated Customization & Energy Efficiency Measures criteria and current utility rates and charges, for electric, natural gas, water, sewer, and trash collection utilities. New climate data did change from previous analysis. The Agency has 424 dwelling units at 3 developments where utility allowances are developed by structure type and unit size, for resident-paid utilities. Additionally, all the developments have one or more of the following energy efficient items: windows, water heaters, insulation, and water saving appliances. Once the data was collected, comparisons were made to the previously applied rates and charges. Based on the results of the utility study, the Nelrod Company has recommended a revision to the KCHA Public Housing Program Utility Allowance Schedule. The Nelrod Company has provided support documentation for its analysis and recommendation.

The Knox County Housing Authority PH Utility Allowance schedule shall be presented to the Board of Commissioners for adoption on 11/01/2022, effective same day.

Please submit all questions or comments regarding the changes in flat rent to us in writing to:

Knox County Housing Authority
Flat Rent Review and Comment
Attn: Derek Antoine
216 W. Simmons St.
Galesburg, IL 61401
309.342.8129 EXT. 223
309.342.7206 FAX
dantoine@knoxhousing.org



KNOX COUNTY HOUSING AUTHORITY, IL
PUBLIC HOUSING

PROPOSED MONTHLY UTILITY ALLOWANCES
Chart 1

UPDATE 2022

Building Type: High Rise Apartment

Moon Towers, Blue Bell Tower						
IL-085-001, 003 (Boiler Heat & WH)						
(EE Equip: Win,WS)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,C)	\$46.00	\$46.00	\$53.00			

Building Type: Semi-Detached/Duplex

Scattered Sites Family						
IL-085-002 (EE Equip: Win,WH,Ins,WS)	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$45.00	\$52.00	\$59.00	\$66.00
Natural Gas (H,WH,C)			\$86.00	\$98.00	\$108.00	\$115.00
Water			\$29.00	\$34.00	\$39.00	\$45.00
Sewer			\$27.00	\$35.00	\$44.00	\$52.00
Trash Collection			\$23.00	\$23.00	\$23.00	\$23.00
Totals			\$210.00	\$242.00	\$273.00	\$301.00

A monthly average cost of the summer and winter adjustments were used for the electric & natural gas costs.

L&A= Lights & Appliances

H= Space Heating

WH= Water Heating

C= Cooking

EE Equip= Energy Efficient Equipment

Win= Windows

Ins= Insulation

WS= Water Saving Appliances

Note: Public Housing utility allowances are calculated similar to method of utility providers. These allowances are not calculated by end use (like Section 8), but by total usage for each utility type.

RESOLUTION 2022-10

December 27, 2022
Board of Commissioners

Derek Antoine, Executive Director

Adoption of Public Housing Utility Allowance Schedule FFY 09/30/23

WHEREAS, 24 CFR §965.502, 24 CFR §965.505, and 24 CFR §965.507 in various parts requires public housing authorities to annually review the schedule of utility allowances for the Public Housing program and establish an appropriate utility allowance schedule arrived at through a reasonable methodology; and

WHEREAS, public housing authorities must establish Utility Allowance Schedules based upon the typical cost of utilities and services paid by energy conservative households that occupy housing of similar size and type in the same locality; and

WHEREAS, public housing authorities must appropriately classify utilities and services into categories defined by HUD; and

WHEREAS, public housing authorities must revise any allowance for a utility category if there has been a change of ten percent (10%) or more in the utility rate since the previous Utility Allowance Schedule revision; and

WHEREAS, the Knox County Housing Authority, to meet federal guidelines and requirements, contracts with The Nelrod Company to conduct a comparative analysis of utility rates and consumption data for Knox County, Illinois, and provide adequate and compliant documentation for agency record retention; and

WHEREAS, The Nelrod Company having completed the utility comparison analysis in accordance with federal regulations and requirements, and having provided appropriate supporting documentation to the Knox County Housing Authority; and

WHEREAS, based on a comparative analysis, the Nelrod Company has recommended and proposed a revision to the previously adopted Knox County Housing Authority PH Utility Allowance Schedule; and

WHEREAS, the proposed LIPH Utility Allowance Schedule was posted for public review and comment on **11/01/2022**; and

WHEREAS, Regulations established by the Department of Housing and Urban Development (HUD) require a resolution certifying the approval of the Public Housing Program Utility Allowance Schedule.

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RESOLUTION 2022-10

December 27, 2022

Board of Commissioners

Derek Antoine, Executive Director

Adoption of Public Housing Utility Allowance Schedule FFY 09/30/23

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 Public Housing Program Utility Allowance Schedule for FFY **09/30/2023**.
3. The methodology used in compiling and presenting utility data for Knox County, Illinois is compliant with requirements set forth in the Code of Federal Regulations and HUD guidance regarding preparation and submission of such assessments.
4. This Resolution shall be carried out in accordance with agency policy, procedures, and federal regulations and shall be effective 12/01/2022.

RESOLVED: December 27, 2022

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2022-11

December 27, 2022
Board of Commissioners
Derek Antoine, Executive Director

RE: Adoption of Section 8 Housing Choice Voucher Utility Allowance Schedule FFY 2023

Article I. Background

Public Housing Authorities (PHAs) are governed by the Code of Federal Regulations, which sets forth the guidelines, policies, and procedures by which a PHA is required to follow in the administration federal assistance funding. 24 CFR §982.517(a)(1) establishes that PHAs must "maintain a utility allowance schedule for all tenant-paid utilities (except telephone), for cost of tenant-supplied refrigerators and ranges, and for other tenant-paid housing services." 24 CFR §982.517(b)(1) explains "The utility allowance schedule must be determined based on the typical cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates." 24 CFR §982.517(b)(2)(ii) clarifies "In the utility allowance schedule, the PHA must classify utilities and other housing services according to the following general categories: space heating; air conditioning; cooking; water heating; water; sewer; trash collection (disposal of waste and refuse); other electric; refrigerator (cost of tenant-supplied refrigerator); range (cost of tenant-supplied range); and other specified housing services."

24 CFR §982.517(c)(1) stipulates "a PHA must review its schedule of utility allowances each year, and must revise its allowance for a utility category if there PHAs been a change of 10 percent or more in the utility rate since the last time the utility allowance schedule was revised. The PHA must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule."

To that end, the KCHA, within the construct and purvey of its consortium partnership with the Nelrod Company, requested a Utility Allowance study be conducted for rental units in Knox County, Illinois. The objective of the study and subsequent analysis was to update the current Housing Choice Voucher Program utility allowance schedules with current utility supplier's rates and charges for electric, natural gas, water, sewer and trash collection for each utility provider and - if necessary - adjust the base consumptions from HUD's Utility Schedule Model for Section 8 due to climatic changes.

To complete the utility rate analysis, the Nelrod Company obtained current rates for electricity, natural gas, bottle gas/propane, water and sewer rates, and trash collection charges from the various providers of Knox County, Illinois. Once the data was collected, comparisons were made to the previously applied rates and charges. Further, HUD's Utility Schedule Model for Section 8 was utilized for the development of consumption averages by unit size.

Based on the results of the utility study, **the Nelrod Company has recommended a revision to the KCHA Housing Choice Voucher Program Utility Allowance Schedule.** The revisions are required under 24 CFR §982.517(c)(1), as several categorical rate changes exceed the minimum 10% variance. The Nelrod Company has provided support documentation for its analysis and recommendation.

Changes shall be effective immediately for participants whose rents declined as a result of increased utility allowances, and effective on **01/01/2023** for participants who experienced a rental increase resulting from decreased utility allowances. Public Notice was provided on **11/01/2022** through a posting and comment period, commencing on **11/01/2022** and ending **11/30/2022**. No public comments were received pertaining to the proposed schedule.

Article II. Recommendation

It is the recommendation of the Executive Director to adopt the proposed Housing Choice Voucher Program Utility Allowance schedule prepared by the Nelrod Company, effective for the federal fiscal year ending 09/30/2023.



REVIEW AND COMMENT

HCVP UTILITY ALLOWANCE SCHEDULE

EFFECTIVE 11/01/2022

10/01/2022: 24 CFR §982.517(c)(1) stipulates "a PHA must review its schedule of utility allowances each year, and must revise its allowance for a utility category if there PHAs been a change of 10 percent or more in the utility rate since the last time the utility allowance schedule was revised. The PHA must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule."

To complete the utility rate analysis, the Nelrod Company obtained current rates for electricity, natural gas, bottle gas/propane, water and sewer rates, and trash collection charges from the various providers of Knox County, Illinois. Once the data was collected, comparisons were made to the previously applied rates and charges. Further, HUD's Utility Schedule Model for Section 8 was utilized for the development of consumption averages by unit size. Based on the results of the utility study, the Nelrod Company has recommended a revision to the KCHA Housing Choice Voucher Program Utility Allowance Schedule. The Nelrod Company has provided support documentation for its analysis and recommendation.

The proposed Knox County Housing Authority HCVP Utility Allowance schedule shall be presented to the Board of Commissioners for adoption on 11/01/2022, effective same day.

Please submit all questions or comments regarding this information to us in writing to:

Knox County Housing Authority
Flat Rent Review and Comment
Attn: Derek Antoine
216 W. Simmons St.
Galesburg, IL 61401
309.342.8129 EXT. 223
309.342.7206 FAX
dantoine@knoxhousing.org

Utility Allowance Schedule

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Unit Type: **Apartment**

Knox County Housing Authority, IL

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas (avg)	\$36.00	\$41.00	\$48.00	\$55.00	\$63.00	\$70.00
b. Bottle Gas/Propane	\$66.00	\$78.00	\$90.00	\$104.00	\$118.00	\$132.00
c. Electric (avg)	\$27.00	\$31.00	\$42.00	\$54.00	\$65.00	\$76.00
d. Electric Heat Pump (avg)	\$23.00	\$28.00	\$33.00	\$37.00	\$41.00	\$45.00
e. Oil						

Cooking

a. Natural Gas (avg)	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$21.00	\$24.00
c. Electric (avg)	\$6.00	\$7.00	\$11.00	\$14.00	\$17.00	\$20.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (avg)	\$23.00	\$28.00	\$38.00	\$49.00	\$60.00	\$71.00
Air Conditioning (avg)	\$6.00	\$7.00	\$10.00	\$13.00	\$15.00	\$18.00

Water Heating

a. Natural Gas (avg)	\$10.00	\$11.00	\$17.00	\$21.00	\$26.00	\$30.00
b. Bottle Gas/Propane	\$19.00	\$21.00	\$31.00	\$38.00	\$50.00	\$57.00
c. Electric (avg)	\$16.00	\$19.00	\$25.00	\$30.00	\$35.00	\$40.00
d. Oil						

Water, Sewer, Trash Collection

Water	See Attached Water, Sewer & Trash Collection Schedule
Sewer	
Trash Collection	

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Electric Charge \$15.78 (avg)	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$23.28 (avg)	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00

Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



Utility Allowance Schedule

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:
Knox County Housing Authority, IL

Unit Type: **Row House/Townhouse/Semi-Detached/Duplex**

Utility or Service:	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
	Monthly Dollar Allowances					
Heating						
a. Natural Gas (avg)	\$45.00	\$52.00	\$61.00	\$70.00	\$79.00	\$87.00
b. Bottle Gas/Propane	\$85.00	\$97.00	\$113.00	\$132.00	\$146.00	\$163.00
c. Electric (avg)	\$38.00	\$45.00	\$59.00	\$73.00	\$86.00	\$99.00
d. Electric Heat Pump (avg)	\$28.00	\$33.00	\$40.00	\$45.00	\$50.00	\$54.00
e. Oil						
Cooking						
a. Natural Gas (avg)	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$21.00	\$24.00
c. Electric (avg)	\$6.00	\$7.00	\$11.00	\$14.00	\$17.00	\$20.00
Other Electric & Cooling						
Other Electric (Lights & Appliances) (avg)	\$30.00	\$35.00	\$49.00	\$62.00	\$76.00	\$90.00
Air Conditioning (avg)	\$6.00	\$7.00	\$12.00	\$17.00	\$22.00	\$27.00
Water Heating						
a. Natural Gas (avg)	\$12.00	\$14.00	\$21.00	\$26.00	\$33.00	\$39.00
b. Bottle Gas/Propane	\$24.00	\$26.00	\$38.00	\$50.00	\$61.00	\$73.00
c. Electric (avg)	\$21.00	\$24.00	\$31.00	\$37.00	\$44.00	\$51.00
d. Oil						
Water, Sewer, Trash Collection						
Water	See Attached Water, Sewer & Trash Collection Schedule					
Sewer						
Trash Collection						
Tenant-supplied Appliances						
Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Other--specify: Monthly Charges						
Electric Charge \$15.78 (avg)	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$23.28 (avg)	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
Actual Family Allowances			Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.			Heating		\$	
			Cooking		\$	
Name of Family			Other Electric		\$	
			Air Conditioning		\$	
			Water Heating		\$	
			Water		\$	
Address of Unit			Sewer		\$	
			Trash Collection		\$	
			Range / Microwave		\$	
			Refrigerator		\$	
Number of Bedrooms			Other		\$	
			Other		\$	
			Total		\$	



Utility Allowance Schedule

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

OMB Approval
No. 25577-0169
exp.7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

Knox County Housing Authority, IL

Unit Type: **Detached House**

Utility or Service:

0 BR

1 BR

2 BR

3 BR

4 BR

5 BR

Monthly Dollar Allowances

Heating

a. Natural Gas (avg)	\$51.00	\$59.00	\$70.00	\$80.00	\$90.00	\$99.00
b. Bottle Gas/Propane	\$94.00	\$111.00	\$132.00	\$149.00	\$168.00	\$186.00
c. Electric (avg)	\$63.00	\$73.00	\$86.00	\$98.00	\$110.00	\$122.00
d. Electric Heat Pump (avg)	\$33.00	\$39.00	\$47.00	\$52.00	\$58.00	\$64.00
e. Oil						

Cooking

a. Natural Gas (avg)	\$4.00	\$4.00	\$7.00	\$8.00	\$11.00	\$12.00
b. Bottle Gas/Propane	\$7.00	\$7.00	\$12.00	\$17.00	\$21.00	\$24.00
c. Electric (avg)	\$6.00	\$7.00	\$11.00	\$14.00	\$17.00	\$20.00

Other Electric & Cooling

Other Electric (Lights & Appliances) (avg)	\$35.00	\$41.00	\$56.00	\$72.00	\$88.00	\$104.00
Air Conditioning (avg)	\$5.00	\$5.00	\$12.00	\$19.00	\$26.00	\$33.00

Water Heating

a. Natural Gas (avg)	\$12.00	\$14.00	\$21.00	\$26.00	\$33.00	\$39.00
b. Bottle Gas/Propane	\$24.00	\$26.00	\$38.00	\$50.00	\$61.00	\$73.00
c. Electric (avg)	\$21.00	\$24.00	\$31.00	\$37.00	\$44.00	\$51.00
d. Oil						

Water, Sewer, Trash Collection

Water

Sewer

Trash Collection

See Attached Water, Sewer & Trash Collection Schedule

Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

Other--specify: Monthly Charges

Electric Charge \$15.78 (avg)	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Natural Gas Charge \$23.28 (avg)	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00

Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service	per month cost
Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



KNOX COUNTY HOUSING AUTHORITY, IL

Water, Sewer and Trash Collection

Section 8 HCV Utility Allowances

All Building Types

		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
City Abingdon	Water	\$36.00	\$37.00	\$46.00	\$54.00	\$63.00	\$71.00
	Sewer	\$40.00	\$41.00	\$47.00	\$52.00	\$58.00	\$64.00
Jackson Disposal (Abingdon)	Trash	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Altona Water Works	Water	\$31.00	\$31.00	\$38.00	\$44.00	\$50.00	\$56.00
	Sewer	\$24.00	\$24.00	\$28.00	\$32.00	\$35.00	\$39.00
	Trash	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Aqua Illinois Spoon River Lake Sanitary District (Oak Run)	Water	\$44.00	\$45.00	\$56.00	\$66.00	\$75.00	\$83.00
	Sewer	\$46.00	\$46.00	\$46.00	\$46.00	\$46.00	\$46.00
Village of East Galesburg	Water	\$26.00	\$26.00	\$34.00	\$41.00	\$48.00	\$56.00
	Sewer	\$30.00	\$31.00	\$37.00	\$43.00	\$49.00	\$55.00
	Trash	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
City of Galesburg	Water	\$29.00	\$29.00	\$35.00	\$40.00	\$45.00	\$50.00
	Sewer	\$27.00	\$28.00	\$36.00	\$45.00	\$53.00	\$61.00
	Trash	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00
City of Knoxville	Water	\$25.00	\$26.00	\$33.00	\$41.00	\$48.00	\$56.00
	Sewer	\$30.00	\$31.00	\$38.00	\$46.00	\$53.00	\$61.00
	Trash	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Village of London Mills	Water	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00	\$62.00
	Sewer	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00	\$28.00
	Trash	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00
Village of Maquon	Water	\$35.00					
	Sewer						
	Trash						
Village of Oneida	Water	\$31.00	\$31.00	\$37.00	\$43.00	\$48.00	\$54.00
	Sewer	\$16.00	\$17.00	\$23.00	\$28.00	\$34.00	\$40.00
	Trash	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Village of Wataga	Water	\$20.00	\$20.00	\$25.00	\$31.00	\$36.00	\$41.00
	Sewer	\$11.00	\$11.00	\$13.00	\$14.00	\$16.00	\$18.00
	Trash	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Village of Yates City	Water	\$52.00	\$54.00	\$70.00	\$86.00	\$102.00	\$118.00
	Sewer	\$24.00	\$25.00	\$33.00	\$41.00	\$49.00	\$58.00



RESOLUTION 2022-11

December 27, 2022
Board of Commissioners
Derek Antoine, Executive Director

Adoption of Section 8 Housing Choice Voucher Utility Allowance Schedule FFY 2023

WHEREAS, 24 CFR §982.517 in various parts requires Public Housing Authorities to annually review the schedule of utility allowances for the Section 8 Housing Choice Voucher program and establish an appropriate utility allowance schedule arrived at through a reasonable methodology; and

WHEREAS, public housing authorities must establish Utility Allowance Schedules based upon the typical cost of utilities and services paid by energy conservative households that occupy housing of similar size and type in the same locality; and

WHEREAS, public housing authorities must appropriately classify utilities and services into categories defined by HUD; and

WHEREAS, public housing authorities must revise any allowance for a utility category if there has been a change of ten percent (10%) or more in the utility rate since the previous Utility Allowance Schedule revision; and

WHEREAS, the Knox County Housing Authority, to meet federal guidelines and requirements, contracts with The Nelrod Company to conduct a comparative analysis of utility rates and consumption data for Knox County, Illinois, and provide adequate and compliant documentation for agency record retention; and

WHEREAS, The Nelrod Company having completed the utility comparison analysis in accordance with federal regulations and requirements, and having provided appropriate supporting documentation to the Knox County Housing Authority; and

WHEREAS, based on a comparative analysis, the Nelrod Company has recommended and proposed a revision to the previously adopted Knox County Housing Authority HCVP Utility Allowance Schedule; and

WHEREAS, the proposed HCVP Utility Allowance Schedule was posted for public review and comment on **12/01/2021**; and

WHEREAS, Regulations established by the Department of Housing and Urban Development (HUD) require a resolution certifying the approval of the Section 8 Housing Choice Voucher Utility Allowance Schedule developed in accordance with 24 CFR §982.517.

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RESOLUTION 2022-11

December 27, 2022
Board of Commissioners
Derek Antoine, Executive Director

Adoption of Section 8 Housing Choice Voucher Utility Allowance Schedule FFY 2023

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 Housing Choice Voucher Program Utility Allowance Schedule for FFY 09/30/2023.
3. The methodology used in compiling and presenting utility data for Knox County, Illinois is compliant with requirements set forth in the Code of Federal Regulations and HUD guidance regarding preparation and submission of such assessments.
4. This Resolution shall be carried out in accordance with agency policy, procedures, and federal regulations and shall be effective 12/01/2022.

RESOLVED: December 27, 2022

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2022-12

12/27/2022

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Capital Fund Submission FFY 2022

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 \$1,467,361.00 for calendar year 2022. Initially, this funding was planned to be utilized to upgrade interior and exterior lighting, concrete and asphalt work, upgrade and expand video surveillance, HVAC equipment (furnaces and air conditioners) and gazebo construction. Additionally, FFY 2022 CFP money has been budgeted for A&E Services. However, due to an unforeseen project needed to address a drainage issue at a dwelling unit at Cedar Creek Place as well as the need to fully fund the three Family Sites accessible playgrounds, the Annual and Five-Year plans must be amended. This revision will necessitate moving the lighting projects, concrete work, asphalt work and parking lots to a future capital fund program year. 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 03/31/2023 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 revised KCHA Annual and Revised Capital Fund 5-Year Plan submission for FFY 2021-2025 as presented.

RESOLUTION 2022-12

12/27/2022

Board of Commissioners

Derek Antoine, Executive Director

Approval of Capital Fund Submission FFY 2022

WHEREAS, the Knox County Housing Authority (KCHA) has prepared its Revised Capital Fund Program (CFP) Annual Plan and its Revised 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 \$1,467,361.00 in FFY 2022 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 public hearing/ Resident Advisory Board (RAB) meeting on December 20, 2022; 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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PUBLIC NOTICE

GALESBURG, IL, 11/15/2022: The Knox County Housing Authority (KCHA) hereby announces a revision to its Capital Fund Program 5-year Plan in accordance with federal regulations. 24 CFR § 903.17 requires a public housing authority to “Make the proposed PHA plan(s), the required attachments and documents related to the plans, and all relevant information available for inspection by the public at the principal office of the PHA during normal business hours.”

The revised **Capital Fund Program 5-year Plan for planning period CY2021 – CY 2025** is hereby made available for review:

- HUD 50075.2 – Capital Fund Program 5-Year Action Plan

The documents are available for review at the following locations:

- Central Office Cost Center: 216 W. Simmons St. Galesburg, IL 61401
- Moon Towers: 255 W. Tompkins St. Galesburg, IL 61401
- Cedar Creek Place: 1598 McKnight St. Galesburg, IL 61401
- Bluebell Tower: 300 N. Jefferson St. Abingdon, IL 61410
- www.knoxcountyhousing.org

The KCHA will hold a public hearing regarding the proposed PHA Annual Plan submissions at the following location, date, and time:

- **Tuesday, December 20, 2022 @ 11:30 AM**
- **Moon Towers Conference Room 101**
255 W. Tompkins St.
Galesburg, IL 61401

The general public is invited to present either oral or written comments on the proposed plans. The meeting will also be broadcast on Zoom. Persons interested in attending via Zoom must contact Executive Director Derek Antoine no later than Monday, December 19 at 4:30 PM to obtain the meeting ID and session password.

Interested persons who do not wish to attend the hearing may also submit comments for review. Comments or questions regarding this notice should be addressed to:

Derek Antoine, Executive Director
CFP 5YP Revisions Review and Comment
Knox County Housing Authority
216 W. Simmons St.
Galesburg, IL 61401
(309) 342.8129 ext. 1223
dantoine@knoxhousing.org

The Knox County Housing Authority is an equal opportunity housing provider.



RESOLUTION 2022-12

12/27/2022

Board of Commissioners

Derek Antoine, Executive Director

Approval of Capital Fund Submission FFY 2022

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The Board of Commissioners of the Knox County Housing Authority adopts the Revised Capital Fund Program Annual Plan for FFY 2022 and the Revised 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 30, 2022

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2022-13

December 27, 2022
Board of Commissioners

Derek Antoine, Executive Director

RE: Certifications of Compliance with PHA Plan Submission 01/16/2023

Article I. Background

The Public Housing Agency Plan is a plan that informs HUD, residents, and the public of the Public Housing Agencies (PHAs) mission for serving the needs of low-income and very low-income families and the PHA's strategy for addressing those needs. The Annual Plan provides details about the PHA's current operations, program participants, programs and services, and strategy for handling operational concerns, residents' concerns and program needs, programs and services for the upcoming fiscal year. Included are an assessment of housing needs within the jurisdiction, detailed statements of capital plan funding (both on an annual and five-year basis), agency goals and missions, and agency progress on serving its population. The PHA Plan process was established by section 5A of the United States Housing Act of 1937, and requirements for submission are contained within the Quality Housing and Work Responsibility (QHWRA) Act of 1998. QHWRA creates the requirement for a PHA Five-Year Plan and an Annual Plan that is intended to serve as an operations, planning, and management tool for public housing authorities. QHWRA effectively and permanently amended the United States Housing Act of 1937. Notice PIH-2015-18 amends the submission forms and requirements for different types of agencies.

The draft submission documents are available for review at the following locations:

- Central Office Cost Center: 216 W. Simmons St. Galesburg, IL 61401
- Moon Towers: 255 W. Tompkins St. Galesburg, IL 61401
- Cedar Creek Place: 1598 McKnight St. Galesburg, IL 61401
- Bluebell Tower: 300 N. Jefferson St. Abingdon, IL 61410
- www.knoxcountyhousing.org

CFR 24 Part 903.17 requires a public housing authority to "Make the proposed PHA plan(s), the required attachments and documents related to the plans, and all relevant information available for inspection by the public at the principal office of the PHA during normal business hours; and to publish a notice informing the public that the information is available for review and inspection, and that a public hearing will take place on the plan, and the date, time and location of the hearing." Plan documents are required to be posted for no less than 45 days prior to a scheduled public hearing taking place. The KCHA held a public hearing/Resident Advisory Board (RAB) regarding the proposed PHA Annual Plan submission at the following date(s), time(s), and location(s):

- Tuesday, December 20, 2022 @ 11:30 AM
- 255 W. Tompkins St. Galesburg, IL 61401

Any comments received during the review and comment period are taken into consideration in the formulation of the final policy.

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve to adopt the Annual Plan Submission for the Knox County Housing Authority for the fiscal year 04/01/2022 – 03/31/2023.

PUBLIC NOTICE

GALESBURG, IL, 11/15/2022: The Knox County Housing Authority (KCHA) hereby announces its annual policy revisions and planning processes in accordance with federal regulations. 24 CFR § 903.17 requires a public housing authority to “Make the proposed PHA plan(s), the required attachments and documents related to the plans, and all relevant information available for inspection by the public at the principal office of the PHA during normal business hours.”

The **KCHA Annual Plan and Associated Documents for FYE 03/31/2024** are hereby made available for review:

- Public Housing Admissions and Continued Occupancy Policy (ACOP)
- Housing Choice Voucher Program Administrative Plan (Admin Plan)
- KCHA Public Housing Lease
- KCHA Travel Reimbursement Policy
- KCHA Firearm Policy

The documents are available for review at the following locations:

- Central Office Cost Center: 216 W. Simmons St. Galesburg, IL 61401
- Moon Towers: 255 W. Tompkins St. Galesburg, IL 61401
- Cedar Creek Place: 1598 McKnight St. Galesburg, IL 61401
- Bluebell Tower: 300 N. Jefferson St. Abingdon, IL 61410
- www.knoxcountyhousing.org

The KCHA will hold a public hearing regarding the proposed PHA Annual Plan submissions at the following location, date, and time:

- **Tuesday, December 20, 2022 @ 11:00 AM**
- **Moon Towers Conference Room 101**
255 W. Tompkins St.
Galesburg, IL 61401

The general public is invited to present either oral or written comments on the proposed plans. The meeting will also be broadcast on Zoom. Persons interested in attending via Zoom must contact Executive Director Derek Antoine no later than Monday, December 19 at 4:30 PM to obtain the meeting ID and session password.

Interested persons who do not wish to attend the hearing may also submit comments for review. Comments or questions regarding this notice should be addressed to:

Derek Antoine, Executive Director
Annual Plan Review and Comment
Knox County Housing Authority
216 W. Simmons St.
Galesburg, IL 61401
(309) 342.8129 ext. 1223
dantoine@knoxhousing.org

The Knox County Housing Authority is an equal opportunity housing provider.



Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.														
A.1	<p>PHA Name: <u>Knox County Housing Authority</u> PHA Code: <u>IL085</u> PHA Type: <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/01/2023</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>424</u> Number of Housing Choice Vouchers (HCVs) <u>220</u> Total Combined <u>644</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Copies of the KCHA Annual and Five-Year Plan, as well as all relevant documents and certifications, are made available at the following locations:</p> <ul style="list-style-type: none"> - Central Office Cost Center: 216 W. Simmons St. Galesburg, IL 61401 - Moon Towers: 255 W. Tompkins St. Galesburg, IL 61401 - Cedar Creek Place: 1598 McKnight St. Galesburg, IL 61401 - Bluebell Tower: 300 N. Jefferson St. Abingdon, IL 61410 - www.knoxcountyhousing.org <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:					
Participating PHAs	PHA Code					Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program							
		PH	HCV												
Lead PHA:															

B.	Plan Elements
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element below: SEE ATTACHMENT 1.0</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review. SEE ATTACHMENT 1.0</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>SEE ATTACHMENT 2.0</p>
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>SEE ATTACHMENT 3.0</p>

B.4.	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>SEE ATTACHMENT 6.0</p>
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>C. Other Document and/or Certification Requirements.</p>	
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>SEE ATTACHMENT 5.0</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form 50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p>SEE ATTACHMENT 4.0</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p> <p>SEE ATTACHMENT 7.0</p>

D.	Affirmatively Furthering Fair Housing (AFFH).						
D.1	<p>Affirmatively Furthering Fair Housing.</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1" data-bbox="180 489 1451 940"> <tr> <td data-bbox="180 489 1451 531">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 531 1451 940"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>SEE ATTACHMENT 3.0</p> </td> </tr> </table> <table border="1" data-bbox="180 963 1451 1377"> <tr> <td data-bbox="180 963 1451 1005">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 1005 1451 1377"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> </td> </tr> </table> <table border="1" data-bbox="180 1400 1451 1856"> <tr> <td data-bbox="180 1400 1451 1442">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="180 1442 1451 1856"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> </td> </tr> </table>	Fair Housing Goal:	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>SEE ATTACHMENT 3.0</p>	Fair Housing Goal:	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p>	Fair Housing Goal:	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p>
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Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Inventory**, **Number of Public Housing Units and or Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. (24 CFR §903.7(k)) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the ‘Sample PHA Plan Amendment’ found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark “yes” for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark “no.”

HOPE VI. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6 . (Notice PIH 2011-47)

Mixed Finance Modernization or Development. 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA’s last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/sac/demo_disp/index.cfm. ([24 CFR §903.7\(h\)](#))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. ([24 CFR §903.7\(j\)](#))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD’s website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57\(b\)\(1\)](#)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.7\(r\)\(1\)](#))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR §903.7 \(g\)](#)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: “See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX.”

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.7\(p\)](#))

C. Other Document and/or Certification Requirements

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

C.2 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#)). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in

a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

D.1 Affirmatively Furthering Fair Housing.

The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.



IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 1.0
HUD-50075 Section B.1 – Revision of PHA Plan Elements

1. Deconcentration and Income Targeting Policy

a. KCHA Policy

- i. Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic De-concentration of public housing developments and (2) Income Targeting to assure that families in the “extremely low” income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. In order to implement these new requirements, the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.
- ii. Therefore, the Knox County Housing Authority, (hereinafter referred to as PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:
- iii. Economic De-concentration: Admission and Continued Occupancy Policies are revised to include the PHA’s policy of promoting economic de-concentration. Implementation of this program may require the PHA to determine the median income of residents in each development, determine the average income of residents in all developments, compute the Established Income Range (EIR), determine developments outside the EIR, and provide adequate explanations and/or policies as needed to promote economic de-concentration.
- iv. Implementation may include one or more of the following options:
 1. Skipping families on the waiting list based on income;
 2. Establishing preferences for working families;
 3. Establish preferences for families in job training programs;
 4. Establish preferences for families in education or training programs;
 5. Marketing campaign geared toward targeting income groups for specific developments;
 6. Additional supportive services;
 7. Additional amenities for all units;
 8. Flat rents for developments and unit sizes;
 9. Different tenant rent percentages per development;
 10. Different tenant rent percentages per bedroom size;
 11. Saturday and evening office hours;
 12. Security Deposit waivers;
 13. Revised transfer policies;
 14. Site-based waiting lists;

- 15. Mass Media advertising/Public service announcements; and
- 16. Giveaways.

2. Analysis of Income by Development/Program

AMP	Development Name	Total Household Income Reported	# of Households	Average Reported Income	85%	115%
IL085000001	Moon Towers	\$ 2,107,234.00	177	\$ 11,905.28	\$ 10,119.49	\$ 13,691.07
IL085000002	Woodland Bend	\$ 1,326,520.00	78	\$ 17,006.67	\$ 14,455.67	\$ 19,557.67
IL085000002	Cedar Creek Place	\$ 1,281,000.00	76	\$ 16,855.26	\$ 14,326.97	\$ 19,383.55
IL085000002	Whispering Hollow	\$ 707,513.00	42	\$ 16,845.55	\$ 14,318.72	\$ 19,372.38
IL085000003	Bluebell Tower	\$ 842,749.00	51	\$ 16,524.49	\$ 14,045.82	\$ 19,003.16
Highrise Developments		\$ 2,949,983.00	228	\$ 12,938.52	\$ 10,997.74	\$ 14,879.30
Scattered Family Sites		\$ 3,315,033.00	196	\$ 16,913.43	\$ 14,376.42	\$ 19,450.45
Total KCHA		\$ 6,265,016.00	424	\$ 14,775.98	\$ 12,559.58	\$ 16,992.38

Gross Income by Household

AMP	Development Name	Total Household Income Reported	# of Households	Average Reported Income	85%	115%
IL085000001	Moon Towers	\$ 2,022,598.00	177	\$ 11,427.11	\$ 9,713.04	\$ 13,141.17
IL085000002	Woodland Bend	\$ 916,588.00	78	\$ 11,751.13	\$ 9,988.46	\$ 13,513.80
IL085000002	Cedar Creek Place	\$ 867,336.00	76	\$ 11,412.32	\$ 9,700.47	\$ 13,124.16
IL085000002	Whispering Hollow	\$ 523,780.00	42	\$ 12,470.95	\$ 10,600.31	\$ 14,341.60
IL085000003	Bluebell Tower	\$ 824,737.00	51	\$ 16,171.31	\$ 13,745.62	\$ 18,597.01
Highrise Developments		\$ 2,847,335.00	228	\$ 12,488.31	\$ 10,615.06	\$ 14,361.56
Scattered Family Sites		\$ 2,307,704.00	196	\$ 11,774.00	\$ 10,007.90	\$ 13,540.10
Total KCHA		\$ 5,155,039.00	424	\$ 12,158.11	\$ 10,334.39	\$ 13,981.83

Adjusted Income by Household

- a. Review of the “Analysis of Income by Development/Program” demonstrates average income falls generally within the Established Income Range (EIR). Applicants to the public housing program have their choice of developments at which they are able to apply. Developments located within Galesburg, IL tend to be the preferred properties at which to apply, as Galesburg is the largest city in the jurisdiction with greater access to supportive services and desirable amenities. Bluebell Tower is located in Abingdon, Illinois, approximately 12 miles from Galesburg, and generally only receives applicants from with the immediate area.

3. Income Targeting

- a. As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. Depending on the availability of applicants with proper demographics, at a minimum, 40% of all new

admissions to public housing on an annual basis may be families with incomes at or below thirty percent (30%) (extremely low-income) of the area median income. The offer of assistance will be made without discrimination based on of race, color, religion, sex, national origin, age, handicap or familial status.

- b. In order to implement the income targeting program, the following policy is adopted:
- c. The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower/very low-income category alternately until the forty percent (40%) admission requirement of extremely low-income families is achieved (2 plus 2 policy).
- d. After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2-plus-2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.
- e. To the maximum extent possible, the offers will also be made to affect the PHA's policy of economic de-concentration.
- f. The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy-five percent (75%) of annual new admissions to no more than eighty-five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

	Agency utilizing 110% of FMR.	3BR: 4BR: 5BR:	\$1073 \$1096 \$1260	\$1113 \$1144 \$1315
4.	Operations and Management	See attachment 4.0 for a list of policies and revisions.		
5.	Grievance Procedures	No change		
6.	Designated Housing – Elderly/Disabled	No change		
7.	Community Service and Self-Sufficiency	No change		
8.	Safety and Crime Prevention	No change		
9.	Pets	No change		
10.	Civil Rights Certification	No change		
11.	Fiscal Year Audit	Audited FDS submission for FYE 03/31/2022 will be submitted by 12/31/2022.		
12.	Asset Management	No Change		
13.	Violence Against Women Act (VAWA)	No change		
14.	Illinois Carbon Monoxide Alarm Detector Act (Public Act 094-0741) Consolidated Appropriations Act, 2021 (PIH Notice 2022-01)	<p>The Knox County Housing Authority remains compliant with the requirements of the Carbon Monoxide (CO) Alarm Detector Act. All 424 public housing units shall carbon monoxide alarm detectors installed within 15 feet of all sleeping areas and on each floor of the unit. Additionally, The HCV Program Manager shall require all units occupied through the Housing Choice Voucher Program to conform to the Carbon Monoxide Alarm Detector Act during Housing Quality Standards inspections. Any units not conforming to the act shall fail its HQS inspection and subsidy is abated until the unit fully complies.</p> <p>The Consolidated Appropriations Act, 2021, Pub. L. No. 116-260, 134 Stat. 2162 (2020) requires CO alarms or detectors be installed in certain HUD-assisted housing, consistent with the requirements set the International Fire Code (IFC) 2018, within two years of enactment (12/27/2022). To be compliant, the KCHA has installed CO detectors in each bedroom for AMP 002 – Scattered Family Sites. Bedrooms at the other two AMPS – 001 and 003 – are not served by a fossil fuel burning forced air furnace, and as such only require CO detectors within 15 feet of all sleeping rooms. Further, all landlords for the HCV program will be held to the same standards, enforceable through HQS and NSPIRE protocols.</p>		



**IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 2.0
HUD-50075 Section B.2 – New Activities**

1. Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?
 - a. Yes – Units with Approved Vacancies for Modernization
 - b. 504/ADA Modernization Project
 - i. Phase IV: Playground and common areas; work to commence Summer 2023.
 - c. Various Capital Fund grant activities
2. If any of these activities are planned for the current Fiscal Year, describe the activities.
 - a. 504/ADA Modernization in 2BR units at IL085000002 Scattered Family Sites and common areas at all properties.
 - i. Accessibility design modifications of playgrounds.
 - ii. Convenience modifications in two units (laundry hookups, kitchen accessibility renovations).
 - b. Various Capital Fund grant activities
 - i. Roof replacement at IL085000001 Moon Towers planned for CY 2023 (carryover from CY 2022 plan.)
 - ii. Various site work (drainage, parking lot repair).
 - iii. Demolition and reconstruction of gazebo at Blue Bell Tower.
 - iv. Rehabilitation of floors in dwelling units at public housing properties – including removal of asbestos containing material (ACM).



IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 3.0

HUD-50075-HP Section B.3 – MISSION, GOALS, AND OBJECTIVES

1. **KCHA MISSION STATEMENT:** 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 thrive.
2. **GOALS AND OBJECTIVES (FYE 03/31/2023 PROJECTED)**
 - a. **To improve the quality of authority-owned assisted housing.**
 - i. Commitment to providing quality housing units that are decent, safe, sanitary, and accessible.
 1. Maintenance program: timely and efficient unit turns
 - a. Average down-time per unit: **13.02 days**
 - b. Average maintenance make-ready time per unit: **8.19 days**
 - c. Average leasing time per unit: **11.13 days**
 - d. Total unit turnaround time: **31.78 days**
 2. Maintenance program: timely and efficient work order completion
 - a. Average days to close – EMERGENCY WO
 - i. **253** emergency work orders (projected)
 - ii. Percent completed within 24 hours: **100.0%** (projected)
 - b. Average days to close – NON-EMERGENCY WO
 - i. **2,310** work orders completed (projected)
 - ii. **5,729** total days to complete (projected)
 - iii. Average – **2.48** days per work order (projected)
 3. Quality workmanship on every maintenance task
 4. Grounds kept clean and safe from hazard
 5. Security of property remains a priority through partnership with committed residents and local police departments
 - a. Dedicated housing officer – Galesburg Police Department
 - b. Direct resource on all matters of public safety
 - c. Dedicated patrols and targeted operations
 - d. Weekly reporting of criminal activity on sites
 6. CFP grant funds used to modernize apartments at all three PH AMPs to upgrade accessibility features
 - ii. Maintain occupancy rate of 98.0% or higher for PH program
 1. Reported occupancy Rates by FYE for the previous Annual Plan period:
 - a. 03/31/2022:
 - i. Unit months leased (UML): **100.0%**
 - ii. Unit days leased (UDL): **98.68%**

- b. 03/31/2023 (forecasted)
 - i. Unit months leased (UML): 100.0%
 - ii. Unit days leased (UDL): 98.26%
 - iii. Use of Capital Grant Funds to modernize and rehabilitate the developments prioritized by the green physical needs assessment conducted in 2014
 - 1. Completion of the 504 Accessibility Modernization Project
 - a. Phase I completed 2016 – apartment renovations at AMP 001 and 003
 - b. Phase II completed 2019 – apartment renovations/new construction at AMP 001
 - c. Phase III – 2BR unit renovations at the Family Sites and common areas – scheduled to completed 03/31/2023
 - d. Phase IV – Playground and 2BR unit renovations – scheduled to commence Summer 2023
 - iv. Maintain status of “High Performer” in recognition of effective program operations and management
 - 1. PHAS Scores by FYE for the previous Annual Plan period:
 - a. 03/31/2019: 95.0 High Performer
 - b. 03/31/2020: No Assessment Received
 - c. 03/31/2021: 95.0 High Performer (carry forward due to COVID-19 protocol – PIH 2020-33)
 - d. 03/31/2022: 95.0 High Performer (carry forward due to COVID-19 protocol – PIH 2021-14)
- b. To improve the quality of assisted housing in the private sector.**
- i. Enhancing the voucher program to support and grow the number of families served
 - ii. Effective management of administrative resources to reduce agency cost per voucher, thus ensuring agency reserves can be efficiently utilized
 - 1. Unrestricted-net position (UNP) has dwindled on an annual basis. The cost of running the program exceeds the funding received for administrative fees.
 - 2. Agency was projected as a “gainer” agency based on administrative fee study designed to assess actual cost of voucher administration and redistribute the funds accordingly.
 - 3. HUD proration of congressionally appropriated funds continues to be reduce admin fees to inadequate levels
 - iii. Participation in technological and program demonstrations (NSPIRE) to help development a new inspection protocol for the program
 - iv. Maintain utilization rate of 98.0% or higher allocated HAP funding
 - 1. Utilization Rates by CYE for the previous Annual Plan period:
 - a. 12/31/2021: 100.80%
 - b. 12/31/2022: 96.51% (anticipated)

- v. Maintain status of “High Performer” in recognition of effective program operations and management
 - 1. SEMAP Scores by FYE for the previous Annual Plan period:
 - a. 03/31/2020: 100.0 High Performer
 - b. 03/31/2021: 100.0 High Performer (carry forward due to COVID-19 protocol – PIH 2020-33)
 - c. 03/31/2022: 100.0 High Performer (carry forward due to COVID-19 protocol – PIH 2021-14)

c. To expand/maintain the supply of assisted housing.

- i. Public Housing Program
 - 1. Faircloth limits for public housing units in Knox County, IL is 451
 - 2. Availability of public housing units for previous Annual Plan period:
 - a. FYE 03/31/2022: 424 units
 - b. FYE 03/31/2023: 424 units
- ii. Housing Choice Voucher Program
 - 1. ACC units budgeted at 285 (3420 unit months)
 - a. Previous ACC set at 280 (2260)
 - b. Five (5) baseline vouchers added, effective 10/01/2022 (PIH Notice 2022-29)
 - 2. Goal has been utilization of allocated dollars as opposed to reaching ACC unit baseline, which isn’t economically viable. Agency baseline expectation is approximately 200 vouchers leased per month (2,400 UML).
 - a. Anticipated increase to 215 - 220 vouchers leased per month (2,580 – 2,640 UML)
 - 3. Unit months leased for previous Annual Plan period:
 - a. CYE 03/31/2021: 2,424 unit months
 - b. CYE 03/31/2022: 2,377 unit months (projected)
 - 4. Voucher activity analysis for Annual Plan period FYE 03/31/2022:
 - a. Voucher activity generally increased for total period due to increased lease-up efforts
 - b. Allocation of 15 emergency housing vouchers (EHV) have been full leased (3rd quarter)
 - c. Goal for 2023 is to increase utilization by 240 unit months – addition of net 20 vouchers leased – agency will utilize available HUD-held reserve to achieve
 - d. Voucher lease up time remained basically the same
 - e. Payment standard maintained at 110% of area FMRs in 2022 to remain in place for 2023 through FYE 2024.
 - f. Portability
 - i. Steady number of port-outs over Annual Plan period
 - ii. Port-in activity remains low

- iii. Affordable Housing Preservation
 - 1. PHA owns and operates two AHP developments
 - a. Brentwood Manor
 - i. 72 units
 - ii. 1-BR, 2-BR, and 3-BR units available
 - iii. Affordable rents
 - b. Prairieland Townhouse Apartments
 - i. 66 units
 - ii. 1-BR, 2-BR, and 3-BR units available
 - iii. Affordable rents
 - iv. 13 project-based vouchers

d. General and operational objectives.

- i. Administer all programs in accordance with applicable federal, state, and local laws and regulations
 - 1. Independent Auditor annually reviews agency financials and program compliance. An “unmodified” opinion is the opinion where auditor expresses an opinion that financial statements and major program controls are presented, in all material respects, in accordance with applicable reporting and compliance framework. Independent audit results for previous Annual Plan periods:
 - a. FYE 03/31/2021: **Unmodified, no findings**
 - b. FYE 03/31/2022: **Unmodified, no findings** (anticipated)
 - c. FYE 03/31/2023: Pending submission (12/30/2022)
- ii. Ensure equal opportunity and affirmatively further fair housing through the implementation of the following objectives:
 - 1. Carry out affirmative measures to ensure access to assisted housing regardless of race, religion, national origin, sexual orientation, familial status, or disability
 - 2. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability
 - 3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required
 - 4. The agency will work to take the steps necessary to fully assess and implement the requirements set forth at 24 CFR § 5 Subpart A to:
 - a. Improve integrated living patterns and overcoming historic patterns of segregation;
 - b. Reduce racial and ethnic concentrations of poverty;
 - c. Reduce disparities by race, color, religion, sex, familial status, national origin, or disability in access to community assets such as education, transit access, and employment, as well as

- exposure to environmental health hazards and other stressors that harm a person's quality of life; and
- d. Respond to disproportionate housing needs by protected class
- 5. Analysis of waiting lists and participant lists to ensure demographics in the jurisdiction are adequately served
 - a. Use of census data to determine demographic representation
 - b. Monitor agency 50058 reports to record and monitor demographic participation
- 6. Engage in targeted outreach for underserved populations
 - a. Newspaper advertisement
 - b. Social media presence
 - c. Community outreach
 - d. Focus groups
- 7. Application process accessible
 - a. Website availability
 - b. Accept applications in person, via mail, email, fax
 - c. Accessibility to other formats available
 - d. Application assistance available
 - e. Compliant applicant pulls from all waiting lists
- 8. Interview accessibility
 - a. LEP options available for secondary languages spoken in area
 - i. Spanish
 - ii. French
- 9. Work done to identify and rectify impediments to fair housing
- 10. Reasonable accommodation and modification requests responded to promptly
- 11. Fair and consistent application of agency policy
- 12. Staff training, development, and accountability
- iii. Give consideration to developing and administering a program to support a family self-sufficiency (FSS) initiative
 - 1. Enables HUD-assisted families in Knox County, Illinois to increase their earned income and reduce their dependency on welfare assistance and rental subsidies
 - 2. Application of FSS grant funding in FYE 2022
 - a. Secure commitments of public and private resources for the operation of the FSS program
 - b. Hire grant coordinator
 - 3. Wi-Fi Initiative in Public Housing – **CARRYOVER GOAL**
 - a. Recognizing the transformative effect technology has on students, the economy, and the community, the Knox County Housing Authority will explore avenues to provide Wi-Fi access to 424 public housing units

- b. Collaborate with local agencies and companies to develop the infrastructure first at the family sites, then at the two other public housing properties
 - c. Partner with local colleges to provide computer literacy training for KCHA families
 - 4. Connect families with area resources to increase the percentage of employed persons in assisted families
 - a. Job Readiness (applications, resumes, interviewing)
 - b. Job Fairs
 - c. Furthering Education
 - d. Scholarships
 - e. Money Management
 - iv. Develop and maintain positive and professional public awareness of the Knox County Housing Authority to the community
 - 1. Press releases on pertinent agency business and activities
 - 2. Regular communication with media outlets – interviews, commentary
 - 3. Speaking engagements
 - v. Professional and knowledgeable staff
 - 1. Training in areas pertinent to compliance, operations, ethics, and performance of duty
 - 2. Executive Director and Assistant Director completed Executive Director Education Program through Rutgers University – 2019
 - 3. Training opportunities offered
 - a. Weekly include HUD guidance, online webinars
 - b. Monthly include webinars, onsite, or travel
 - 4. Training topics engaged by agency staff
 - a. Regulation updates
 - b. Streamlining
 - c. HOTMA
 - d. Fair Housing
 - e. Occupancy
 - f. Maintenance work standards
 - g. Systems – PIC/EIV
 - h. Financial reporting
 - i. Board governance
 - 5. Annual training goals established and met



**IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 4.0
HUD-50075 Section C.1 – Policy and Program Revisions**

1. Certification Form 50077-ST-HCV-HP executed and included with submission.
2. Revisions to Policies and Programs
 - a. Each listed document available at www.knoxcountyhousing.org or upon request
 - b. New/Revised Policies:
 - i. Public Housing
 1. Admission and Continued Occupancy Policy (ACOP)
 - a. Updated regulatory requirements and citations
 2. PH Lease
 - a. Clarification language on original lease date, lease term, and revision signatures
 - ii. Housing Choice Voucher Program
 1. Administrative Plan (Admin Plan)
 - a. Updated regulatory requirements and citations
 - iii. Personnel Policy
 1. Voluntary Separation Incentive Program
 - a. Policy for appropriate workforce adjustments
 - b. Incentive program for long-term employees in good standing
 - c. Reduce salary costs and FTE usage, as well as to facilitate re-organization, delayering, and other efforts to make more effective use of staffing resources
 - c. Revisions to current policies and addition of new policies compliant with notice regulations set forth at 24 CFR §903.17
 - i. Documents posted for review at www.knoxcountyhousing.org
 - ii. Public Hearing/Resident Advisory Board (RAB) held 12/20/2022
 1. Zero (0) general public attendees
 2. Zero (0) general public comments received
 - iii. Policies and plan submission approved by Board of Commissioners 12/27/2022 in conjunction with certification of consistency with State Consolidated Plan (IHDA).



IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 5.0

HUD-50075 Section C.3 – Resident Advisory Board Comments

1. Resident Advisory Board Meeting
 - a. 12/20/2022
 - i. Review of Capital Improvements planned
 - ii. Review of proposed lease/policy changes
2. Minutes of the Resident Advisory Board Meeting (attached)
3. Public Comments received and considered:

Comment: *General comments regarding tenant requests for future capital projects.*

- Install cameras in the elevators, laundry rooms and stairwells at the high rises;
- Improve lighting in the units;
- Install a horseshoe pit;
- Build smoking shelters at high rises.

Agency Response: All tenant requests for capital improvements will be considered by priority. Lighting is currently in the 5-year plan for site exteriors, though nothing is currently planned for unit interiors. CCTV surveillance cameras are an ongoing, annual operational and capital expense.

Comment: *General discussion of the following procedural, security, and safety items:*

- Tenants smoking in units;
- Tenants smoking marijuana in units;
- Rocks and other items left in building entrance doors;
- Control/monitoring of grocery carts; and
- Tenants not cleaning up after their pets.

Agency Response: All tenant requests for revisions to policies and procedures will be considered by priority. General discussion on smoking in the units included information on the ban of smoking in public housing units, alternatives to smoking, and legal marijuana use and possession. Other ideas included penalties for not returning building carts available for tenant use, and enforcement of current policies regarding the cleanup of pet waste.

**MINUTES OF THE SPECIAL MEETING
OF THE RESIDENT ADVISORY BOARD
OF THE KNOX COUNTY HOUSING AUTHORITY
December 20, 2022**

The meeting of the Resident Advisory Board of the Knox County Housing Authority was held at 11:30 a.m. in the Moon Towers Community Room. The following persons attended the meeting:

PRESENT: Deanna Hitz, Bluebell Tower
 Brenda Sanchez, Bluebell Tower
 Denise Basley, Moon Towers
 Diana Scott, Moon Towers
 Dawnn Quinn, Moon Towers
 Judy Cone, Moon Towers
 Billy Polillo, Moon Towers

ALSO PRESENT: Derek Antoine, Executive Director
 Cheryl Lefler, Assistant Director
 Brandi Watkins, Property Manager-Moon Towers
 Ashley Larimer, Property Manager-Family Sites
 Randi Pierce, Occupancy Specialist-Family Sites
 Kim Longenecker, HCV Program Manager

The meeting opened with introductions as each attendee gave name, where they live and what is their go-to potluck dish.

Ms. Lefler welcomed everyone to the meeting and explained that the purpose of the meeting was to review proposed policy changes. Additionally, Capital Fund Program projects in the annual and five-year plans would be reviewed. Ms. Lefler said there would be an opportunity for comment and discussion.

Then, Ms. Lefler referenced the 2021 plan and five-year plan for the Capital Fund Program (2021-2025). She highlighted the projects that would be included in the current year CFP plan: Phase 3 of the 504 project which includes the renovations of 2-bedroom units at the family sites and the renovations of community spaces at Moon Towers, Family Sites and Blue Bell Tower as well as funds for operations and administration. She also reviewed some of the projects that are included in the CFP 2021-2025 five-year plan (i.e., new roofs at Moon Towers, accessible playgrounds at the family sites, interior and exterior lighting at all sites, video surveillance additions, site/concrete work and parking lots to name some of the projects). The five-year plan is a comprehensive list of projects that the agency would like to complete if adequate funding is available.

Then, Ms. Lefler asked attendees for their input on what should be included on a "wish list" of projects. The following list is what resulted from the group discussion:

- Install cameras in the elevators, laundry rooms and stairwells at the high rises;
- Improve lighting in the units;
- Install a horseshoe pit;
- Build smoking shelters at high rises.

Then, Mr. Antoine said that there would be limited revisions to the Public Housing Admissions and Continued Occupancy (ACOP) and Dwelling Lease. One change highlighted was changing the language in the lease regarding the anniversary date of tenants.

Then, Mr. Antoine highlighted changes to the Housing Choice Voucher Administrative Plan. This will include changes related to including language that allows for remote briefings and meetings.

The proposed policies have been posted for review and comment and will be approved by the Board of Commissioners at its 12/27/2022 meeting. Then the changes will be sent to HUD with the agency annual plan in January.

Other issues included in the meeting discussion were the following:

- Tenants smoking in units;
- Tenants smoking marijuana in units;
- Rocks and other items left in building entrance doors;
- Control/monitoring of grocery carts; and
- Tenants not cleaning up after their pets.

Attendees were encouraged to report issues to their program managers and assured that such concerns would be addressed directly in accordance with the lease.

Hearing no further discussion, the meeting was adjourned at 1:15 p.m.

Respectfully submitted,

Cheryl Lefler

Assistant Director



**IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 6.0
HUD-50075 Section D.1 – Capital Improvements**

1. See HUD Form 50075.2 approved by HUD dated 09/22/2022 (attached)
 - a. Reference EPIC system approvals:
 - i. Action Plan for CY2021 through CY2025
 1. Original submission 08/26/2021
 2. Approval: 09/09/2021
 3. Modifications
 - a. 09/12/2022
 - b. 09/22/2022
2. This reference statement is intended to mean that the 50075.2 describes the capital improvements necessary to ensure long-term physical and social viability of the projects as prioritized in the 2014 green physical needs assessment (GPNA).
3. IL085 Five Year Action Plan 2021-2025 currently in place.

Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 09/22/2022

Approved By: MACON, TOWANDA

Part I: Summary						
PHA Name : Knox County Housing Authority			Locality (City/County & State)			
PHA Number: IL085			<input type="checkbox"/> Original 5-Year Plan		<input checked="" 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	\$481,000.00	\$220,000.00	\$120,000.00	\$747,000.00
	FAMILY HOUSING (IL085000002)	\$487,310.00	\$660,000.00	\$737,310.00	\$932,310.00	\$253,000.00
	BLUE BELL TOWER (IL085000003)	\$52,000.00	\$226,361.00	\$152,000.00	\$57,000.00	\$109,310.00



**IL085 KNOX COUNTY HOUSING AUTHORITY
FY 04/01/2023 – 03/31/2024 ANNUAL PLAN SUBMISSION
ATTACHMENT 7.0
Challenged Elements**

1. At the time of submission, there have been no challenged elements.

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 04/01/2023, in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD’s Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Knox County Housing Authority
 PHA Name

IL085
 PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2024
 5-Year PHA Plan for Fiscal Years 20__ - 20__

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Executive Director		Name Board Chairman	
Signature	Date	Signature	Date

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to ensure compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

RESOLUTION 2022-13

December 27, 2022
Board of Commissioners
Derek Antoine, Executive Director
Certifications of Compliance with PHA Plan Submission 01/16/2023

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The proposed Knox County Housing Authority Annual Plan Submission for FYE 03/31/2024 is hereby approved and adopted.
3. The Annual Plan presented for submission are in compliance with the requirements set forth in the Quality Housing and Work Responsibility (QHWRA) Act of 1998 and Notice PIH-2015-18.
4. This Resolution shall be carried out in accordance with federal regulations and be effective as of 01/01/2023.

RESOLVED: December 27, 2022

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

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: 12/21/2022

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 12/27/2022

SUBJECT: Legal Services Contract Extension

Executive Summary

At the 09/30/2021 regular meeting of the Board of Commissioners, the Board selected Jack Ball to provide legal counsel services to the agency, at the expense of \$800.00 monthly, for a term of one year, with clause to extend the contract through four one-year renewal options. The initial contract period began on 10/01/2021 and expires 09/30/2022.

Due to the nature of agency procurement and the structure of the original contract, the upcoming contract period represents the first extension allowed. The terms of the current contract call for a fee of \$800.00 per month, \$9,600.00 annually.

In accordance with the contract provisions, Mr. Ball's performance of duties in reference to the general scope of services is assessed annually to determine eligibility for extension. Mr. Ball handles agency business with appropriate urgency, has displayed an extensive knowledge pertaining to landlord/tenant law, and has provided valuable counsel to the Board on agency matters. He has been present for the vast majority of Board meetings and has provided a detailed report of activities on behalf of the agency on a monthly basis. It is the determination of the Executive Director that Mr. Ball has served the agency well, provided fair value for services rendered, and displays professionalism and integrity in the performance of his duties.

Fiscal Impact

Mr. Ball has not requested an increase in the monthly fee of \$800.00. The expense for legal services is split evenly amongst applicable KCHA programs.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners approve an extension of the current contract between the Knox County Housing Authority and Jack P. Ball, Esq. for a period of one (1) year, effective retroactively from 10/01/2022 through 09/30/2023 at the expense of \$800.00 monthly, \$9,600.00 annually.

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SUBJECT: Purchase of Carbon Monoxide/Smoke Detector Combo

Executive Summary

Per the U.S. Department of Housing and Urban Development (HUD) PIH 2022-01, public housing agencies and authorities (PHAs), and Owners of properties that receive federal rental assistance have an important role to prevent potential loss of life and severe injury associated with carbon monoxide (CO) in housing they own or manage. This notice reminds PHAs and Owners of CO poisoning risks in housing, identifies resources for preventing and detecting CO exposure, and provides notice of Section 101, "Carbon Monoxide Alarms or Detectors in Federally Insured Housing" of Title I of Division Q, Financial Services Provisions and Intellectual Property, of the Consolidated Appropriations Act, 2021, Pub. L. No. 116-260, 134 Stat. 2162 (2020) ("the Act"), that requires CO alarms or detectors be installed in certain HUD-assisted housing within two years of enactment.

Additionally, NFPA 72, National Fire Alarm and Signal Code, has required as a minimum that smoke alarms be installed inside every sleep room in addition to requiring them outside each sleeping area and on every level of the home. HUD will be enforcing this through its National Standards for the Physical Inspection of Real Estate (NSPIRE) inspection protocol. Smoke detectors will be required in bedrooms, hallways, kitchens and stairwells.

As a result of these requirements, the agency must purchase 570 detectors. To comply with PIH 2022-01 and the upcoming NSPIRE protocol, it was determined the most cost-effective choice was to purchase the smoke/carbon monoxide combo detectors. These detectors come with a 10-year sealed lithium battery.

HD Supply is the procured vendor for General Maintenance Supplies under the joint purchase agreement with U.S. Communities.

Fiscal Impact

Maintenance supplies purchased under the General Maintenance Supplies contract will be paid from the Family Sites operating budget. Such expenses are eligible and allowable under federal guidelines located at 2 CFR 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve the purchase of 570 battery smoke/carbon monoxide combo detectors in the amount of \$23,077.40 from HD Supply.

HD SUPPLY FACILITIES MAINTENANCE CONTACT INFORMATION																							
Department		Phone		Fax		<p style="text-align: center;">HD SUPPLY FACILITIES MAINTENANCE ORDER CONFIRMATION</p> <p style="text-align: center;">THANK YOU FOR YOUR ORDER!</p>																	
Customer Service		1-800-431-3000		1-800-859-8889																			
Government		1-877-610-6912		1-877-219-8526																			
Web Support		1-877-694-4932		1-800-859-8889																			
Fabrication		1-866-455-8907		1-866-455-8903																			
Special Order		1-800-431-3003		1-800-431-3316																			
Renovations		1-800-431-3002		1-888-293-1649																			
Installations		1-866-455-4798		1-866-455-8923																			
Customer Advocate		1-800-644-3006		1-877-884-4575																			
En Espanol		1-800-511-5652		1-800-859-8889																			
Customer Number	Ordered By	Order Date	Order Method	Quote	Payment Terms	PO Number																	
12554005	Caleb Diefendorf	12/08/2022	Phone		2% 10 days, Net 30																		
Bill To: Knox County Housing Authority 216 W Simmons St, Ofc Galesburg IL 61401-4407				Ship To: moon towers 255 W Tompkins St, ofc Galesburg IL 61401-4472																			
Ship Loc	Part Number	Description	Ordered Qty	Confirmed Qty	Est. Delivery Date	UOM	Unit Price	Extended Price															
IL30	164517	Electrical Battery Smoke/co Combo 6/Pkg ^{MX} 28% discount off \$336.20 is applied	27	27	12/12/2022	PKG	\$242.92	\$6558.84															
IL30	164517	Battery Smoke/co Combo 6/Pkg ^{MX} 28% discount off \$336.20 is applied	68	68	12/27/2022	PKG	\$242.92	\$16518.56															
<p>Estimated Delivery Date is based on current stock availability and time of order placement.</p> <p>Factory Direct items are shipped directly from manufacturer.</p> <p>Delivery times vary depending on product/vendor.</p> <p>Some Factory Direct items are non-returnable. See product descriptions in catalog for details.</p> <p>Refused or cancelled orders are subject to restocking fee and return freight.</p> <p>All Special Orders and custom made-to-order factory direct items are NON-RETURNABLE.</p> <p>Damaged and shorted Factory Direct items must be reported to HD Supply within 3 business days.</p>						<table border="1"> <tr> <td>Sub Total</td> <td colspan="2" style="text-align: right;">\$23077.40</td> </tr> <tr> <td>Sales Tax</td> <td colspan="2" style="text-align: right;">\$0.00</td> </tr> <tr> <td>Additional Fees</td> <td colspan="2" style="text-align: right;">\$0.00</td> </tr> <tr> <td>Freight</td> <td colspan="2" style="text-align: right;">\$0.00</td> </tr> <tr> <td>TOTAL</td> <td colspan="2" style="text-align: right;">\$23077.40</td> </tr> </table>			Sub Total	\$23077.40		Sales Tax	\$0.00		Additional Fees	\$0.00		Freight	\$0.00		TOTAL	\$23077.40	
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