

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Library
11/26/2024
4:00 PM

Opening	Roll Call	Chairperson Hawkinson
☐ LaToya Carson	Review/Approve Previous Meeting Minutes	Chairperson Hawkinson
☐ Jared Hawkinson	Review/Ratify 10-2024 Financial Reports	Chairperson Hawkinson
☐ Joey Range	Review/Ratify 10-2024 Claims and Bills	Chairperson Hawkinson
☐ Joseph Riley	COCC:	\$ 143,631.33
☐ Sara Robison	Moon Towers:	\$ 101,628.69
☐ Dena Simkins	Family:	\$ 99,312.33
☐ Dena St. George	Bluebell:	\$ 25,001.27
<u>Excused:</u>	HCV:	\$ 101,691.23
	Brentwood:	\$ 33,100.74
	Prairieland:	\$ 33,253.16
<u>Others Present:</u>	Capital Fund 2020:	\$ 0.00
	Capital Fund 2021:	\$ 0.00
	Capital Fund 2022:	\$ 189,218.87
	Capital Fund 2023:	\$ 496,777.26
	Capital Fund 2024:	\$ 0.00
Public Comment	Open	Chairperson Hawkinson
Old Business	None	
New Business	Review/Approve Pay Request #5 to MSI for the Lighting/Furnace Replacement Project	Derek Antoine
	Review/Approve Change Order #1 to MSI for the Lighting/Furnace Replacement Project	Derek Antoine
	Review/Approve Change Order #2 to MSI for the Lighting/Furnace Replacement Project	Derek Antoine
	Review/Approve Group Medical Insurance Services & Rates for CY 2025	Derek Antoine

board agenda

Reports	Executive Director’s Report – 10-2024	Derek Antoine
	KCHA Legal Counsel Report – 10-2024	Jack Ball
Other Business	None	Chairperson Hawkinson
Adjournment		

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
October 29, 2024**

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

PRESENT: LaToya Carson
 Jared Hawkinson
 Joseph Riley
 Dena Simkins

EXCUSED: Joey Range
 Sara Robison
 Dena St. George

ABSENT:

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

Chairperson Hawkinson called the meeting to order at 4:09 p.m. and declared that a quorum was present.

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

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Chairperson Hawkinson then requested the Board review and ratify the August 2024 financial reports. After brief discussion, Commissioner Carson made a motion to ratify the financial reports for August 2024 as presented; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

August 2024 claims against the HA Administration in the sum of \$753,119.90; Central Office Cost Center in the sum of \$141,444.45; Moon Towers in the sum of \$100,891.99; Family in the sum of \$117,513.50; Bluebell in the sum of \$27,057.71; Housing Choice Voucher Program in the sum of \$102,795.65; Brentwood (A.H.P.) in the sum of \$34,220.09; Prairieland (A.H.P.) in the sum of \$32,938.72; Capital Fund '20 in the sum of \$0.00; Capital Fund '21 in the sum of \$0.00; Capital Fund '22 in the sum of \$0.00; Capital Fund '23 in the sum of \$196,257.79; and Capital Fund '24 in the sum of \$0.00 were presented for approval. Commissioner Carson made a motion to ratify the claims and bills for August 2024; Commissioner Riley seconded. Roll

call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Chairperson Hawkinson then requested the Board review and ratify the September 2024 financial reports. After brief discussion, Commissioner Carson made a motion to ratify the financial reports for September 2024 as presented; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

September 2024 claims against the HA Administration in the sum of \$546,599.70; Central Office Cost Center in the sum of \$126,611.85; Moon Towers in the sum of \$89,921.56; Family in the sum of \$100,126.35; Bluebell in the sum of \$21,324.29; Housing Choice Voucher Program in the sum of \$107,131.56; Brentwood (A.H.P.) in the sum of \$25,658.60; Prairieland (A.H.P.) in the sum of \$29,698.56; Capital Fund '20 in the sum of \$0.00; Capital Fund '21 in the sum of \$0.00; Capital Fund '22 in the sum of \$53,126.93; Capital Fund '23 in the sum of \$0.00; and Capital Fund '24 in the sum of \$0.00 were presented for approval. Commissioner Carson made a motion to ratify the claims and bills for September 2024; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

PUBLIC COMMENT

None.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Antoine asked the Board to review and approve Change Order #6 to Hein Construction for 504 Modification - Phase 3. This change order reduces the General Requirements Allowance from \$21,522.00 to \$0.00 and Reducing the Fire Alarm Allowance from \$45,000.00 to \$38,193.39. Alliance Architects has reviewed and approved this proposed revised change order. After brief discussion, Commissioner Riley made a motion to approve Change Order #6 from Hein Construction for 504 Modification - Phase 4 as outlined in the Board memo; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye

Commissioner Simkins - aye
Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Change Order #4 REVISED to Hein Construction for 504 Modification - Phase 4. This change order decreases the contract sum to \$1,726,693.27 from \$1,735,000.00 and extends the contract date to 07/26/2024. Alliance Architects has reviewed and approved this proposed revised change order. After brief discussion, Commissioner Riley made a motion to approve Change Order #4 REVISED from Hein Construction for 504 Modification - Phase 4 as outlined in the Board memo; Commissioner Carson seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Pay Request #8 from Hein Construction for 504 Modification - Phase 4. This pay application is the final pay application for this project. Alliance Architects has reviewed and signed approval for pay request #8. After brief discussion, Commissioner Carson made a motion to approve Pay Request #8 from Hein Construction for 504 Modification - Phase 4 in the amount of \$168,969.33; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Pay Request #2 from Mechanical Services Inc. for Lighting and Furnace Replacement Project. Alliance Architects has reviewed and signed approval for pay request #2. After brief discussion, Commissioner Carson made a motion to approve Pay Request #2 from Mechanical Services Inc. for Lighting and Furnace Replacement Project in the amount of \$308,994.28; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Pay Request #3 from Mechanical Services Inc. for Lighting and Furnace Replacement Project. Alliance Architects has reviewed and signed approval for pay request #3. After brief discussion, Commissioner Riley made a motion to approve Pay Request #3 from Mechanical Services Inc. for Lighting and Furnace Replacement Project in the amount of \$208,032.52; Commissioner Carson seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Legal Services Contract Extension. After brief discussion, Commissioner Riley made a motion to approve Legal Services Contract Extension with Jack Ball for a one-year period retroactively from 09/01/2024 through 08/31/2025 in the amount of \$800.00 monthly/\$9,600.00 annually; Commissioner Carson seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Pay Request #4 from Mechanical Services Inc. for Lighting and Furnace Replacement Project. Alliance Architects has reviewed and signed approval for pay request #4. After brief discussion, Commissioner Carson made a motion to approve Pay Request #4 from Mechanical Services Inc. for Lighting and Furnace Replacement Project in the amount of \$163,804.72; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2024-07-Q2 Bad Debt Write-Offs. After brief discussion, Commissioner Carson made a motion to approve Q2 Bad Debt Write-Offs in the amount of \$29,303.92; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Carson - aye
Commissioner Hawkinson - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

REPORTS

Executive Director's Reports were provided for August and September. Chairperson Hawkinson highlighted that the NELROD training will be held February 26-28, 2025, in Las Vegas and will provide training opportunities for commissioners.

Mr. Ball reviewed the Legal Counsel Report. There were no questions about the report.

OTHER BUSINESS

Mr. Antoine provided a brief update emergency shelter grant that the agency received for the warming shelter.

ADJOURNMENT

Commissioner Riley made a motion to adjourn the meeting at 4:43 p.m.; Commissioner Carson seconded. Roll call was taken as follows:

Commissioner Carson
Commissioner Hawkinson - aye

Commissioner Riley - aye
Commissioner Simkins - aye
Motion Carried, 4-0.

Respectfully submitted,

Secretary

LOW RENT

<u>COCC</u>	<u>Oct-24</u>	<u>Current YTD</u>		
Operating Income	\$131,674.79	\$1,017,968.21		
Operating Expenses	\$141,711.45	\$1,023,970.79		
Net Revenue Income/(Loss)	(\$10,036.66)	(\$6,002.58)	COCC - Cash, Investments, A/R, & A/P	\$896,696
<u>MOON TOWERS</u>	<u>Oct-24</u>	<u>Current YTD</u>		
Operating Income	\$86,954.08	\$679,340.30	Moon - Cash, Investments, A/R, & A/P	\$ 679,968
Operating Expenses	\$102,722.38	\$704,999.10	Minimum Reserve Position	\$ 402,857
Net Revenue Income/(Loss)	(\$15,768.30)	(\$25,658.80)	Over/(Under) Minimum Reserve Position	\$277,112
<u>FAMILY SITES</u>	<u>Oct-24</u>	<u>Current YTD</u>		
Operating Income	\$104,998.31	\$793,220.31	Family - Cash, Investments, A/R, & A/P	\$ 1,002,955
Operating Expenses	\$103,429.58	\$750,772.58	Minimum Reserve Position	\$ 429,013
Net Revenue Income/(Loss)	\$1,568.73	\$42,447.73	Over/(Under) Minimum Reserve Position	\$573,942
<u>BLUEBELL</u>	<u>Oct-24</u>	<u>Current YTD</u>		
Operating Income	\$25,577.40	\$186,350.99	Bluebell - Cash, Investments, A/R, & A/P	\$ 216,111
Operating Expenses	\$25,393.40	\$167,765.20	Minimum Reserve Position	\$ 95,866
Net Revenue Income/(Loss)	\$184.00	\$18,585.79	Over/(Under) Minimum Reserve Position	\$120,245

Monthly Notes:

- For income: COCC billed out \$58,260.75 for maintenance labor charges and received \$72,327.01 from fees: \$42,048.51 from management fees, \$4,240 from asset management fees; \$5,782.50 for bookkeeping fees; \$6,732 each from safety/security fees, participant fees and from Mental Health Fees.
- The properties received \$125,890 in subsidy from HUD with Moon receiving \$42,209; Family \$74,912; and Bluebell \$8,769. This is a total of \$39,723 less then the prior month's funding which helps.
- Expenses worth noting are subsidy received from HUD for the amps was \$39,723 less then the prior month's funding contributing to some of Moon showing a loss along with extermination expense otherwise pretty standard month for the amps. COCC will be receiving around \$47,500 from community foundation for August, September, and October summer shelter expenses.
- As for the month, Family and Bluebell are in the black for the month and year-to-date with COCC and Moon Towers being in the red for the month and year-to-date.

AHP

<u>BRENTWOOD</u>	<u>Oct-24</u>	<u>Current YTD</u>	<u>PRAIRIELAND</u>	<u>Oct-24</u>	<u>Current YTD</u>
Operating Income	\$43,592.02	\$279,360.96	Operating Income	\$37,965.46	\$254,444.35
Operating Expenses	\$34,972.74	\$221,664.07	Operating Expenses	\$34,943.16	\$212,584.79
Net Revenue Income/(Loss)	\$8,619.28	\$57,696.89	Net Revenue Income/(Loss)	\$3,022.30	\$41,859.56
Brentwood's Cash, Investments, A/R, & A/P	\$ 589,254.58		Prairieland's Cash, Investments, A/R, & A/P	\$ (134,191.84)	
Restricted Cash (Sec. Dep. & Current Liabilities)	\$ 279,527.31		Restricted Cash (Sec. Dep., Reserve, Receipts, liabs)	\$ 323,624.80	
BW's Available Cash	\$ 309,727.27		PL's Available Cash	\$189,432.96	

Monthly Notes:

- For Income: Brentwood received \$42,990.50 in tenant income while Prairieland's received \$31,435 in tenant income.
- As for expenses you can see it was another standard month for AHP.
- Both properties show in the black for the month and year-to-date.

HOUSING CHOICE VOUCHERS (HCV)

ADMINISTRATIVE

	<u>Oct-24</u>	<u>Current YTD</u>
Operating Income	\$13,748.34	\$100,804.61
Operating Expenses	\$17,650.22	\$126,775.23
Net Revenue Income/(Loss)	(\$3,901.88)	(\$25,970.62)

Unrestricted Net Position (UNP)

Prior Month Balance	\$	-
Investment in Fixed Assets	\$	-
Monthly HCV Admin Revenue - Gain/(Loss)	\$	(3,901.88)
Transfer to NRP or Adjustment	\$	-
UNP Ending Balance Per VMS	\$	-

Monthly Notes:

- HCV received \$13,740 in admin fee subsidy from HUD and shows an decrease in revenue of \$3,901.88 for the month with unrestricted net position having no balance.

HAP

	<u>Oct-24</u>	<u>Current YTD</u>
Operating Income	\$91,159.00	\$619,398.00
Operating Expenses	\$84,077.00	\$607,670.01
Net Revenue Income/(Loss)	\$7,082.00	\$11,727.99

Restricted Net Position (RNP)

Prior Month Balance	\$	(4,718.43)
Investment in Fixed Assets	\$	-
Monthly HCV HAP Revenue - Gain/(Loss)		\$5,883.00
Adjustment/Transfer from COCC or UNP	\$	-
RNP Ending Balance per VMS	\$	1,164.57

Monthly Notes:

- HCV received \$91,159 in HAP subsidy and had a increase in revenue of \$7,082. Restricted Net Position shows a balance of \$1,164.57.

EMERGENCY HOUSING VOUCHERS (EHV)

ADMINISTRATIVE

	<u>Oct-24</u>	<u>Current YTD</u>
Operating Income	\$ 653.00	\$ 3,530.00
Operating Expenses	\$ 360.90	\$ 3,279.90
Net Revenue Income/(Loss)	\$292.10	\$250.10

EHV (UNP)

Prior Month Balance	\$	22,521.93
Monthly EHV Admin Revenue - Gain/(Loss)	\$	292.10
EHV UNP Ending Balance	\$	22,814.03

Monthly Notes:

- EHV received \$653 in admin fee subsidy from HUD and an increase in revenue of \$292.10 for the month.

HAP

	<u>Oct-24</u>	<u>Current YTD</u>
Operating Income	\$ 4,507.00	\$ 42,502.00
Operating Expenses	\$ 5,231.00	\$ 37,925.00
Net Revenue Income/(Loss)	(\$724.00)	\$4,577.00

EHV (RNP)

Prior Month Balance	\$	4,116.00
Monthly EHV HAP Revenue - Gain/(Loss)	\$	(724.00)
RNP Ending Balance per VMS	\$	3,392.00

Monthly Notes:

- EHV received \$4,507 in HAP subsidy and had an decrease in revenue of \$724.

MISCELLANEOUS

IDROP Bad Debt Submitted

Property Sites	<u>Oct-24</u>	<u>Historical</u>
Moon Towers	\$ -	\$ 312,657.13
Family Sites	\$ -	\$ 28,019.41
Bluebell	\$ -	\$ 38,289.74
Brentwood	\$ -	\$ 49,416.18
Prairieland	\$ -	\$ 46,560.20
Housing Choice Voucher	\$ -	\$ 570,325.91
Total	\$ -	\$ 1,045,268.57

IDROP Bad Debt Collected

Property Sites	<u>Oct-24</u>	<u>Historical</u>
Moon Towers	\$ 255.02	\$ 85,311.30
Family Sites	\$ 48.55	\$ 285.06
Bluebell	\$ -	\$ 10,617.54
Brentwood	\$ 168.50	\$ 10,577.19
Prairieland	\$ 108.20	\$ 13,445.30
Housing Choice Voucher	\$ -	\$ 130,452.16
Total	\$ 580.27	\$ 250,688.55

Tenant Online Payments

Property Sites	<u>Oct-24</u>	<u>FYE 2024</u>
Moon Towers	\$ 4,779.00	\$ 45,657.43
Family Sites	\$ 14,132.49	\$ 26,758.49
Bluebell	\$ 1,230.00	\$ 21,180.00
Brentwood	\$ 9,426.00	\$ 34,058.00
Prairieland	\$ 5,945.00	\$ 16,575.00
Housing Choice Voucher	\$ -	\$ 100,313.68
Fiscal Year 2022 Total	\$ 35,512.49	\$ 244,542.60

Monthly Bad Debt Reported	\$0.00
Historical Bad Debt	\$1,198,072.66

	<u>By IDROP</u>	<u>By Debtor</u>
Historical Bad Debt Collected	\$250,688.55	\$ 33,573.99
	23.73%	2.80%

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Knox County Housing Authority
FDS Income Statement - COCC
October, 2024

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	15.00	15.00	0.00	105.00	105.00	180.00	0.00
REVENUE							
FEE REVENUE							
70710 Management Fees							
10-1-000-000-3810.000 Management Fee Inc	-42,048.51	-42,476.00	427.49	-297,332.00	-294,498.15	-509,712.00	-42.22
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	-12,624.75	12,624.75	-88,373.25	0.00	-151,497.00	-100.00
Total Line 70710	-42,048.51	-55,100.75	13,052.24	-385,705.25	-294,498.15	-661,209.00	-55.46
70720 Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmnt Fee Inc	-4,240.00	-4,240.00	0.00	-29,680.00	-29,680.00	-50,880.00	-41.67
Total Line 70720	-4,240.00	-4,240.00	0.00	-29,680.00	-29,680.00	-50,880.00	-41.67
70730 Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,782.50	-5,822.00	39.50	-40,754.00	-40,470.00	-69,864.00	-42.07
Total Line 70730	-5,782.50	-5,822.00	39.50	-40,754.00	-40,470.00	-69,864.00	-42.07
70750 Other Fees							
10-1-000-000-3840.000 Other Fee Inc	-60.00	-50.00	-10.00	-350.00	-600.00	-600.00	0.00
10-1-000-000-3850.000 Inspection Income	0.00	-416.67	416.67	-2,916.69	0.00	-5,000.00	-100.00
10-1-000-000-3850.001 Maint Labor Income	-58,260.75	-57,439.00	-821.75	-402,073.00	-430,756.50	-689,268.00	-37.51
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	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.006 Safety/Security Fee Inc	-6,732.00	-6,732.00	0.00	-47,124.00	-47,124.00	-80,784.00	-41.67
10-1-000-000-3850.007 Mental Health Fee Inc	-6,732.00	-6,732.00	0.00	-47,124.00	-47,124.00	-80,784.00	-41.67
10-1-000-000-3850.008 Participant Fee Income	-6,732.00	-6,732.00	0.00	-47,124.00	-47,124.00	-80,784.00	-41.67
10-1-000-000-3850.010 Garb & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.020 Htg & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.050 Landscape & Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.070 Electrical Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.090 Exterminator Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.110 Routine Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70750	-78,516.75	-78,101.67	-415.08	-546,711.69	-572,728.50	-937,220.00	-38.89
70700 TOTAL FEE REVENUE	-130,587.76	-143,264.42	12,676.66	-1,002,850.94	-937,376.65	-1,719,173.00	-45.48
OTHER REVENUE							
71100 Investment Income - Unrestricted							
10-1-000-000-3610.000 Interest Income	-785.86	-750.00	-35.86	-5,250.00	-7,327.92	-9,000.00	-18.58
10-1-000-000-3610.023 Interest Income - HRA	-1.17	-1.00	-0.17	-7.00	-6.41	-12.00	-46.58
Total Line 71100	-787.03	-751.00	-36.03	-5,257.00	-7,334.33	-9,012.00	-18.62
71500 Other Revenue							
10-1-000-000-3690.000 Other Income	0.00	-200.00	200.00	-1,400.00	0.00	-2,400.00	-100.00
10-1-000-000-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	-20,000.00	0.00	
10-1-001-000-3690.180 Shelter Income	-300.00	-20,875.00	20,575.00	-146,125.00	-53,257.23	-250,500.00	-78.74
Total Line 71500	-300.00	-21,075.00	20,775.00	-147,525.00	-73,257.23	-252,900.00	-71.03
TOTAL OTHER REVENUE	-1,087.03	-21,826.00	20,738.97	-152,782.00	-80,591.56	-261,912.00	-69.23
70000 TOTAL REVENUE	-131,674.79	-165,090.42	33,415.63	-1,155,632.94	-1,017,968.21	-1,981,085.00	-48.62

Date:
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Knox County Housing Authority
FDS Income Statement - COCC
October, 2024

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-000-4110.000 Admin Salaries	33,640.38	39,258.00	-5,617.62	274,806.00	260,321.15	471,096.00	-44.74
10-1-001-000-4110.000 Warm Shelter Salaries	13,658.50	15,000.00	-1,341.50	105,000.00	95,144.03	180,000.00	-47.14
Total Line 91100	47,298.88	54,258.00	-6,959.12	379,806.00	355,465.18	651,096.00	-45.41
91200 Auditing Fees							
10-1-000-000-4171.000 Audit Fee	0.00	267.00	-267.00	1,869.00	0.00	3,204.00	-100.00
Total Line 91200	0.00	267.00	-267.00	1,869.00	0.00	3,204.00	-100.00
91400 Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	83.33	-83.33	583.31	500.34	1,000.00	-49.97
Total Line 91400	0.00	83.33	-83.33	583.31	500.34	1,000.00	-49.97
91500 Benefit Contributions - Admin							
10-1-000-000-4110.500 Emp Benefit - Admin	13,168.46	13,666.67	-498.21	95,666.69	96,110.05	164,000.00	-41.40
10-1-000-000-4110.550 Benefit - Life Ins.	608.61	200.00	408.61	1,400.00	4,348.42	2,400.00	81.18
10-1-001-000-4110.500 Warm Shelter Benefits	850.31	4,800.00	-3,949.69	33,600.00	8,394.07	57,600.00	-85.43
Total Line 91500	14,627.38	18,666.67	-4,039.29	130,666.69	108,852.54	224,000.00	-51.41
91600 Office Expense							
10-1-000-000-4140.000 Training - Staff	375.00	833.33	-458.33	5,833.31	8,254.00	10,000.00	-17.46
10-1-000-000-4180.000 Telephone	714.47	666.67	47.80	4,666.69	4,009.23	8,000.00	-49.88
10-1-000-000-4190.000 Other Sundry	71.69	416.67	-344.98	2,916.69	-216.20	5,000.00	-104.32
10-1-000-000-4190.050 Office Rent Exp	600.00	600.00	0.00	4,200.00	4,200.00	7,200.00	-41.67
10-1-000-000-4190.100 Postage	849.99	200.00	649.99	1,400.00	2,273.53	2,400.00	-5.27
10-1-000-000-4190.200 Office Supplies	149.54	166.67	-17.13	1,166.69	668.53	2,000.00	-66.57
10-1-000-000-4190.250 Office Furniture	0.00	41.67	-41.67	291.69	-225.00	500.00	-145.00
10-1-000-000-4190.300 Paper Supplies	71.27	166.67	-95.40	1,166.69	128.04	2,000.00	-93.60
10-1-000-000-4190.400 Printing	0.00	100.00	-100.00	700.00	261.79	1,200.00	-78.18
10-1-000-000-4190.401 Printing Supplies	0.00	100.00	-100.00	700.00	1,660.35	1,200.00	38.36
10-1-000-000-4190.500 Printer/Copier Sup Cont	185.98	229.17	-43.19	1,604.19	1,115.88	2,750.00	-59.42
10-1-000-000-4190.550 Computers	0.00	20.83	-20.83	145.81	2,403.85	250.00	861.54
10-1-000-000-4190.600 Publications	0.00	20.83	-20.83	145.81	0.00	250.00	-100.00
10-1-000-000-4190.700 Member Dues/Fees	0.00	1,250.00	-1,250.00	8,750.00	3,652.00	15,000.00	-75.65
10-1-000-000-4190.800 Internet Services	219.06	291.67	-72.61	2,041.69	1,533.38	3,500.00	-56.19
10-1-000-000-4190.850 IT Support	105.00	416.67	-311.67	2,916.69	2,290.50	5,000.00	-54.19
Total Line 91600	3,342.00	5,520.85	-2,178.85	38,645.95	32,009.88	66,250.00	-51.68
91700 Legal Expense							
10-1-000-000-4130.000 Legal Expense	800.00	800.00	0.00	5,600.00	4,800.00	9,600.00	-50.00
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	5,600.00	4,800.00	9,600.00	-50.00
91800 Travel Expense							
10-1-000-000-4150.000 Travel - Staff	1,622.80	1,250.00	372.80	8,750.00	11,406.20	15,000.00	-23.96
10-1-000-000-4150.010 Travel - Commissioners	0.00	750.00	-750.00	5,250.00	223.78	9,000.00	-97.51
10-1-000-000-4150.100 Mileage - Admin	67.08	125.00	-57.92	875.00	706.92	1,500.00	-52.87
Total Line 91800	1,689.88	2,125.00	-435.12	14,875.00	12,336.90	25,500.00	-51.62
91900 Other Expense							
10-1-000-000-4120.400 Fee for Service Exp	405.67	500.00	-94.33	3,500.00	2,208.61	6,000.00	-63.19
10-1-000-000-4120.500 Other Fee Exp	0.00	8.33	-8.33	58.31	33.46	100.00	-66.54
10-1-000-000-4140.010 Training - Commiss	0.00	250.00	-250.00	1,750.00	0.00	3,000.00	-100.00
10-1-000-000-4160.000 Consulting Services	1,063.17	1,350.00	-286.83	9,450.00	7,897.19	16,200.00	-51.25
10-1-000-000-4190.950 Background Verif	0.00	20.00	-20.00	140.00	63.10	240.00	-73.71

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10-1-001-000-4120.400 Fee for Serv Exp - WS	0.00	59.00	-59.00	413.00	-22.12	708.00	-103.12
10-1-001-000-4190.000 Admin Supplies - WS	2,690.81	1,016.00	1,674.81	7,112.00	6,779.31	12,192.00	-44.40
Total Line 91900	4,159.65	3,203.33	956.32	22,423.31	16,959.55	38,440.00	-55.88
91000 TOTAL OPERATING EXPENSE - Admin	71,917.79	84,924.18	-13,006.39	594,469.26	530,924.39	1,019,090.00	-47.90
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-000-4310.000 Water	20.41	30.00	-9.59	210.00	128.00	360.00	-64.44
10-1-000-000-4315.000 Sewer	17.36	20.00	-2.64	140.00	113.88	240.00	-52.55
10-1-000-000-4320.000 Electric	429.14	375.00	54.14	2,625.00	1,632.47	4,500.00	-63.72
10-1-000-000-4330.000 Gas	113.37	200.00	-86.63	1,400.00	594.87	2,400.00	-75.21
10-1-001-000-4310.000 Water - W.S.	117.09	0.00	117.09	0.00	620.46	0.00	
10-1-001-000-4315.000 Sewer - W.S.	163.22	0.00	163.22	0.00	816.80	0.00	
10-1-001-000-4320.000 Electric - W.S.	0.00	0.00	0.00	0.00	2,698.20	0.00	
10-1-001-000-4330.000 Gas - W. S.	0.00	0.00	0.00	0.00	651.44	0.00	
Total Line 93100, 93200, 93300, 93600	860.59	625.00	235.59	4,375.00	7,256.12	7,500.00	-3.25
93000 TOTAL UTILITIES EXPENSES	860.59	625.00	235.59	4,375.00	7,256.12	7,500.00	-3.25
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-000-4410.000 Maint Labor	40,392.88	43,833.00	-3,440.12	306,831.00	285,152.55	525,996.00	-45.79
10-1-000-000-4410.010 Maint Admin Salary	167.18	175.00	-7.82	1,225.00	1,711.47	2,100.00	-18.50
10-1-000-000-4410.100 Maint Labor - OT	605.61	810.00	-204.39	5,670.00	5,597.98	9,720.00	-42.41
Total Line 94100	41,165.67	44,818.00	-3,652.33	313,726.00	292,462.00	537,816.00	-45.62
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	10.00	-10.00	70.00	0.00	120.00	-100.00
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	41.67	-41.67	291.69	1,093.10	500.00	118.62
10-1-000-000-4420.070 Electrical Supplies	0.00	10.00	-10.00	70.00	0.00	120.00	-100.00
10-1-000-000-4420.080 Plumbing Supplies	0.00	10.00	-10.00	70.00	0.00	120.00	-100.00
10-1-000-000-4420.100 Janitorial Supplies	0.00	83.33	-83.33	583.31	84.84	1,000.00	-91.52
10-1-000-000-4420.110 Routine Maint. Supplies	0.00	20.83	-20.83	145.81	5.99	250.00	-97.60
10-1-000-000-4420.120 Other Misc Supply	0.00	41.67	-41.67	291.69	346.00	500.00	-30.80
10-1-000-000-4420.125 Mileage	0.00	20.83	-20.83	145.81	17.95	250.00	-92.82
10-1-000-000-4420.126 Vehicle Supplies	45.36	62.50	-17.14	437.50	393.87	750.00	-47.48
Total Line 94200	45.36	300.83	-255.47	2,105.81	1,941.75	3,610.00	-46.21
94300 Maintenance - Contracts							
10-1-000-000-4430.010 Garbage & Trash Cont	0.00	41.67	-41.67	291.69	92.40	500.00	-81.52
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	0.00	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	-172.50	0.00	
10-1-000-000-4430.120 Other Misc Maint Cont	0.00	20.83	-20.83	145.81	0.00	250.00	-100.00
10-1-000-000-4430.126 Vehicle Maint Cont	0.00	41.67	-41.67	291.69	335.38	500.00	-32.92
Total Line 94300 - (sub acct)	0.00	104.17	-104.17	729.19	255.28	1,250.00	-79.58
94500 Maintenance - Ordinary/Benefits							

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-000-4410.500 Maint Emp Benefit	17,576.36	18,658.00	-1,081.64	130,606.00	118,014.32	223,896.00	-47.29
10-1-000-000-4410.510 Maint Admin Benefits	82.01	186.00	-103.99	1,302.00	1,639.49	2,232.00	-26.55
Total Line 94500	17,658.37	18,844.00	-1,185.63	131,908.00	119,653.81	226,128.00	-47.09
94000 TOTAL MAINTENANCE EXPENSE	58,869.40	64,067.00	-5,197.60	448,469.00	414,312.84	768,804.00	-46.11
TOTAL PROTECTIVE SERVICES EXPENSE							
95100 Protective Services - Labor							
10-1-000-000-4481.000 Safety/Security Salary	4,069.50	4,431.00	-361.50	31,017.00	28,933.05	53,172.00	-45.59
10-1-000-000-4481.500 Safety/Security Benefits	2,387.02	2,546.00	-158.98	17,822.00	17,093.10	30,552.00	-44.05
Total Line 95100	6,456.52	6,977.00	-520.48	48,839.00	46,026.15	83,724.00	-45.03
95200 Protective Services - Contract							
10-1-000-000-4480.000 Protective Service	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4480.100 ADT Contract	137.69	200.00	-62.31	1,400.00	900.12	2,400.00	-62.50
10-1-000-000-4480.500 Other Security Contract	0.00	83.33	-83.33	583.31	0.00	1,000.00	-100.00
10-1-001-000-4480.100 ADT Contract - W.S.	0.00	0.00	0.00	0.00	264.95	0.00	
Total Line 95200	137.69	283.33	-145.64	1,983.31	1,165.07	3,400.00	-65.73
95000 TOTAL PROTECTIVE SERVICES EXP	6,594.21	7,260.33	-666.12	50,822.31	47,191.22	87,124.00	-45.83
INSURANCE PREMIUMS EXPENSE							
96110 120 130 - Property Liab Work Comp							
10-1-000-000-4510.010 Property Insurance	118.44	121.00	-2.56	847.00	829.08	1,452.00	-42.90
10-1-000-000-4510.020 Liability Insurance	36.81	0.00	36.81	0.00	257.67	0.00	
10-1-000-000-4510.030 Work Comp Insurance	2,561.73	2,613.00	-51.27	18,291.00	17,932.11	31,356.00	-42.81
Total Line 96110, 96120, 96130	2,716.98	2,734.00	-17.02	19,138.00	19,018.86	32,808.00	-42.03
96140 All Other Insurance							
10-1-000-000-4510.015 Equipment Insurance	16.07	17.00	-0.93	119.00	112.49	204.00	-44.86
10-1-000-000-4510.025 PE & PO Insurance	686.41	700.00	-13.59	4,900.00	4,804.87	8,400.00	-42.80
10-1-000-000-4510.035 Auto Insurance	50.00	51.00	-1.00	357.00	350.00	612.00	-42.81
10-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	752.48	768.00	-15.52	5,376.00	5,267.36	9,216.00	-42.85
96100 TOTAL INSURANCE PREMIUM EXP	3,469.46	3,502.00	-32.54	24,514.00	24,286.22	42,024.00	-42.21
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	416.67	-416.67	2,916.69	0.00	5,000.00	-100.00
Total Line 96210	0.00	416.67	-416.67	2,916.69	0.00	5,000.00	-100.00
96000 TOTAL GENERAL EXPENSE	0.00	416.67	-416.67	2,916.69	0.00	5,000.00	-100.00
96900 TOTAL OPERATING EXPENSE	141,711.45	160,795.18	-19,083.73	1,125,566.26	1,023,970.79	1,929,542.00	-46.93
97000 NET REVENUE/EXPENSE - (GAIN)/LOSS	10,036.66	-4,295.24	14,331.90	-30,066.68	6,002.58	-51,543.00	-111.65

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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	760.50	1,000.00	-239.50	7,000.00	5,323.50	12,000.00	-55.64
Total Line 97400	760.50	1,000.00	-239.50	7,000.00	5,323.50	12,000.00	-55.64
TOTAL MISCELLANEOUS EXPENSE	760.50	1,000.00	-239.50	7,000.00	5,323.50	12,000.00	-55.64
90000 TOTAL EXPENSES	142,471.95	161,795.18	-19,323.23	1,132,566.26	1,029,294.29	1,941,542.00	-46.99
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	-1,666.67	1,666.67	-11,666.69	0.00	-20,000.00	-100.00
Total Line 10093	0.00	-1,666.67	1,666.67	-11,666.69	0.00	-20,000.00	-100.00
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	-1,666.67	1,666.67	-11,666.69	0.00	-20,000.00	-100.00
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	10,797.16	-4,961.91	15,759.07	-34,733.37	11,326.08	-59,543.00	-119.02

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	177.00	177.00	0.00	1,239.00	1,239.00	2,124.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	-41,362.00	-33,416.67	-7,945.33	-233,916.69	-271,386.00	-401,000.00	-32.32
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-41,362.00	-33,416.67	-7,945.33	-233,916.69	-271,386.00	-401,000.00	-32.32
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	-250.00	250.00	-1,750.00	-271.94	-3,000.00	-90.94
10-1-000-001-3690.100 Late Fees	-675.00	-500.00	-175.00	-3,500.00	-3,767.00	-6,000.00	-37.22
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	-2.08	2.08	-14.56	-175.00	-25.00	600.00
10-1-000-001-3690.150 Laundry Income	-1,222.04	-1,000.00	-222.04	-7,000.00	-8,301.95	-12,000.00	-30.82
10-1-000-001-3690.160 Vending Machine Inc	-209.12	-100.00	-109.12	-700.00	-679.57	-1,200.00	-43.37
10-1-000-001-3690.180 Labor	-51.25	-1,000.00	948.75	-7,000.00	-6,936.00	-12,000.00	-42.20
10-1-000-001-3690.200 Materials	-9.00	-208.33	199.33	-1,458.31	-1,616.20	-2,500.00	-35.35
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	-2,166.41	-3,060.41	894.00	-21,422.87	-21,747.66	-36,725.00	-40.78
70500 TOTAL TENANT REVENUE	-43,528.41	-36,477.08	-7,051.33	-255,339.56	-293,133.66	-437,725.00	-33.03
70600 HUD PHA Operating Grants							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-42,209.00	-47,288.00	5,079.00	-331,016.00	-343,676.00	-567,456.00	-39.44
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	-42,209.00	-47,288.00	5,079.00	-331,016.00	-343,676.00	-567,456.00	-39.44
10010 Operating Tranfers In - CFP							
10-1-000-001-3404.010 Other Inc - Operations	0.00	-12,083.33	12,083.33	-84,583.31	0.00	-145,000.00	-100.00
Total Line 10010	0.00	-12,083.33	12,083.33	-84,583.31	0.00	-145,000.00	-100.00
70800 Other Government Grants							
10-1-000-001-3404.000 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							
10-1-000-001-3610.000 Interest Income	-916.67	-1,000.00	83.33	-7,000.00	-6,428.64	-12,000.00	-46.43
Total Line 71100	-916.67	-1,000.00	83.33	-7,000.00	-6,428.64	-12,000.00	-46.43
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	-300.00	-300.00	0.00	-2,100.00	-2,100.00	-3,600.00	-41.67
10-1-000-001-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
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	0.00	0.00	0.00	0.00	0.00	
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	-34,002.00	0.00	
Total Line 71500	-300.00	-300.00	0.00	-2,100.00	-36,102.00	-3,600.00	902.83
70000 TOTAL REVENUE	-86,954.08	-97,148.41	10,194.33	-680,038.87	-679,340.30	-1,165,781.00	-41.73

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-001-4110.000 Admin Salaries	6,047.14	6,630.00	-582.86	46,410.00	43,726.28	79,560.00	-45.04
10-1-000-001-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	6,047.14	6,630.00	-582.86	46,410.00	43,726.28	79,560.00	-45.04
91200 Auditing Fees							
10-1-000-001-4171.000 Audit Fee	0.00	267.00	-267.00	1,869.00	0.00	3,204.00	-100.00
Total Line 91200	0.00	267.00	-267.00	1,869.00	0.00	3,204.00	-100.00
91300 Management Fee							
10-1-000-001-4120.100 Management Fee Exp	13,525.75	13,681.00	-155.25	95,767.00	94,989.41	164,172.00	-42.14
Total Line 91300	13,525.75	13,681.00	-155.25	95,767.00	94,989.41	164,172.00	-42.14
91310 Book-keeping Fee							
10-1-000-001-4120.300 Bookkeeping Fee Exp	1,312.50	1,328.00	-15.50	9,296.00	9,217.50	15,936.00	-42.16
Total Line 91310	1,312.50	1,328.00	-15.50	9,296.00	9,217.50	15,936.00	-42.16
91500 Benefit Contributions - Admin							
10-1-000-001-4110.500 Admin Emp Benefit	2,306.84	2,706.00	-399.16	18,942.00	18,192.29	32,472.00	-43.98
Total Line 91500	2,306.84	2,706.00	-399.16	18,942.00	18,192.29	32,472.00	-43.98
91600 Office Expense							
10-1-000-001-4140.000 Training - Staff	0.00	163.83	-163.83	1,146.81	950.00	1,966.00	-51.68
10-1-000-001-4180.000 Telephone	303.23	283.33	19.90	1,983.31	2,094.73	3,400.00	-38.39
10-1-000-001-4190.100 Postage	43.62	79.17	-35.55	554.19	547.54	950.00	-42.36
10-1-000-001-4190.200 Office Supplies	0.00	66.67	-66.67	466.69	163.37	800.00	-79.58
10-1-000-001-4190.250 Office Furniture	0.00	83.33	-83.33	583.31	0.00	1,000.00	-100.00
10-1-000-001-4190.300 Paper Supplies	0.00	100.00	-100.00	700.00	66.54	1,200.00	-94.46
10-1-000-001-4190.400 Printing	0.00	83.33	-83.33	583.31	255.05	1,000.00	-74.50
10-1-000-001-4190.401 Printing Supplies	0.00	58.33	-58.33	408.31	0.00	700.00	-100.00
10-1-000-001-4190.500 Printer/Copier Sup Cont	150.25	208.33	-58.08	1,458.31	981.12	2,500.00	-60.76
10-1-000-001-4190.550 Computers	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.700 Member Dues/Fees	0.00	125.00	-125.00	875.00	0.00	1,500.00	-100.00
10-1-000-001-4190.800 Internet Services	87.11	91.67	-4.56	641.69	609.77	1,100.00	-44.57
10-1-000-001-4190.850 IT Support	219.75	83.33	136.42	583.31	537.75	1,000.00	-46.23
Total Line 91600	803.96	1,426.32	-622.36	9,984.24	6,205.87	17,116.00	-63.74
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	535.39	97.50	437.89	682.50	1,986.93	1,170.00	69.82
10-1-000-001-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	513.65	0.00	
10-1-000-001-4150.100 Mileage - Admin	0.00	8.33	-8.33	58.31	0.00	100.00	-100.00
Total Line 91800	535.39	105.83	429.56	740.81	2,500.58	1,270.00	96.90
91900 Other Expense							
10-1-000-001-4120.400 Fee for Service Exp	19.97	125.00	-105.03	875.00	157.37	1,500.00	-89.51
10-1-000-001-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4120.700 Mental Health Fee	2,124.00	2,124.00	0.00	14,868.00	20,886.00	25,488.00	-18.06
10-1-000-001-4120.800 Participant Fee	2,124.00	2,124.00	0.00	14,868.00	10,620.00	25,488.00	-58.33
10-1-000-001-4160.000 Consulting Services	0.00	125.00	-125.00	875.00	0.00	1,500.00	-100.00
10-1-000-001-4190.000 Other Sundry	0.00	16.67	-16.67	116.69	50.68	200.00	-74.66
10-1-000-001-4190.950 Background Verification	0.00	708.33	-708.33	4,958.31	2,314.56	8,500.00	-72.77
Total Line 91900	4,267.97	5,223.00	-955.03	36,561.00	34,028.61	62,676.00	-45.71
91000 TOTAL OPERATING EXPENSE - Admin	28,799.55	31,367.15	-2,567.60	219,570.05	208,860.54	376,406.00	-44.51

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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	12,390.00	12,390.00	21,240.00	-41.67
Total Line 92000	1,770.00	1,770.00	0.00	12,390.00	12,390.00	21,240.00	-41.67
92000 TOTAL ASSET MANAGEMENT FEE	1,770.00	1,770.00	0.00	12,390.00	12,390.00	21,240.00	-41.67
TENANT SERVICES							
92400 Tenant Services - Other							
10-1-000-001-4220.050 Ten Ser-Cable/TV Exp	0.00	87.50	-87.50	612.50	0.00	1,050.00	-100.00
10-1-000-001-4220.100 Ten Ser-Supplies	0.00	33.33	-33.33	233.31	35.98	400.00	-91.01
10-1-000-001-4220.110 Ten Ser-Recreation	11.72	70.83	-59.11	495.81	87.26	850.00	-89.73
10-1-000-001-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.125 Ten Ser-Other	0.00	125.00	-125.00	875.00	0.00	1,500.00	-100.00
10-1-000-001-4220.175 Garden Program Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.300 T.S. - Grant Expenses	73.28	0.00	73.28	0.00	1,053.08	0.00	
Total Line 92400	85.00	316.66	-231.66	2,216.62	1,176.32	3,800.00	-69.04
92500 TOTAL TENANT SERVICES EXPENSE	85.00	316.66	-231.66	2,216.62	1,176.32	3,800.00	-69.04
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-001-4310.000 Water	1,963.27	1,500.00	463.27	10,500.00	9,704.21	18,000.00	-46.09
10-1-000-001-4315.000 Sewer	5,511.71	4,208.33	1,303.38	29,458.31	29,414.05	50,500.00	-41.75
10-1-000-001-4320.000 Electric	2,880.45	2,750.00	130.45	19,250.00	8,436.41	33,000.00	-74.44
10-1-000-001-4330.000 Gas	865.68	5,833.33	-4,967.65	40,833.31	12,313.32	70,000.00	-82.41
Total Line 93100, 93200, 93300, 93600	11,221.11	14,291.66	-3,070.55	100,041.62	59,867.99	171,500.00	-65.09
93000 TOTAL UTILITIES EXPENSES	11,221.11	14,291.66	-3,070.55	100,041.62	59,867.99	171,500.00	-65.09
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-001-4410.000 Maint Labor	2,229.00	4,537.17	-2,308.17	31,760.19	15,640.58	54,446.00	-71.27
10-1-000-001-4410.100 Maint Labor - OT	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4410.200 Maint Labor - Fee	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94100	2,229.00	4,537.17	-2,308.17	31,760.19	15,640.58	54,446.00	-71.27
94200 Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	92.40	33.33	59.07	233.31	202.66	400.00	-49.34
10-1-000-001-4420.020 Heating&Cooling Supp	0.00	250.00	-250.00	1,750.00	113.29	3,000.00	-96.22
10-1-000-001-4420.030 Snow Removal Supplies	0.00	41.67	-41.67	291.69	0.00	500.00	-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	124.98	291.67	-166.69	2,041.69	2,056.48	3,500.00	-41.24
10-1-000-001-4420.070 Electrical Supplies	124.10	100.00	24.10	700.00	3,224.91	1,200.00	168.74
10-1-000-001-4420.080 Plumbing Supplies	701.16	208.33	492.83	1,458.31	1,690.67	2,500.00	-32.37
10-1-000-001-4420.090 Extermination Supplies	109.93	183.33	-73.40	1,283.31	1,542.45	2,200.00	-29.89
10-1-000-001-4420.100 Janitorial Supplies	860.43	541.67	318.76	3,791.69	3,956.15	6,500.00	-39.14
10-1-000-001-4420.110 Routine Maint. Supplies	1,890.59	4,166.67	-2,276.08	29,166.69	9,158.60	50,000.00	-81.68
10-1-000-001-4420.120 Other Misc Supplies	0.00	125.00	-125.00	875.00	692.00	1,500.00	-53.87
10-1-000-001-4420.121 Flooring Supplies	0.00	0.00	0.00	0.00	251.00	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	191.19	208.33	-17.14	1,458.31	982.28	2,500.00	-60.71
10-1-000-001-4420.130 Securtiy Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	4,094.78	6,150.00	-2,055.22	43,050.00	23,870.49	73,800.00	-67.66

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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	21,032.50	18,399.00	2,633.50	128,793.00	149,312.25	220,788.00	-32.37
10-1-000-001-4430.010 Garbage & Trash Con	1,842.58	791.67	1,050.91	5,541.69	5,010.64	9,500.00	-47.26
10-1-000-001-4430.020 Heating & Cooling Cont	540.00	708.33	-168.33	4,958.31	1,035.00	8,500.00	-87.82
10-1-000-001-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.040 Elevator Maint Cont	0.00	1,750.00	-1,750.00	12,250.00	42,890.65	21,000.00	104.24
10-1-000-001-4430.050 Landscape & Grds Cont	201.00	1,250.00	-1,049.00	8,750.00	603.00	15,000.00	-95.98
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	250.00	-250.00	1,750.00	257.88	3,000.00	-91.40
10-1-000-001-4430.080 Plumbing Contracts	2,700.74	333.33	2,367.41	2,333.31	6,812.59	4,000.00	70.31
10-1-000-001-4430.090 Extermination Contracts	10,097.50	3,750.00	6,347.50	26,250.00	41,712.00	45,000.00	-7.31
10-1-000-001-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.110 Routine Maint Cont	1,301.95	833.33	468.62	5,833.31	4,173.40	10,000.00	-58.27
10-1-000-001-4430.111 Flooring Contract	0.00	666.67	-666.67	4,666.69	26,830.00	8,000.00	235.38
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	208.33	-208.33	1,458.31	2,922.30	2,500.00	16.89
10-1-000-001-4430.121 Laundry Equip Contract	0.00	250.00	-250.00	1,750.00	940.00	3,000.00	-68.67
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	41.67	-41.67	291.69	10.00	500.00	-98.00
10-1-000-001-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94300	37,716.27	29,232.33	8,483.94	204,626.31	282,509.71	350,788.00	-19.46
94500 Maintenance - Ordinary/Benefits							
10-1-000-001-4410.500 Maint Emp Benefit	1,093.69	2,035.83	-942.14	14,250.81	7,391.22	24,430.00	-69.75
Total Line 94500	1,093.69	2,035.83	-942.14	14,250.81	7,391.22	24,430.00	-69.75
94000 TOTAL MAINTENANCE EXPENSES	45,133.74	41,955.33	3,178.41	293,687.31	329,412.00	503,464.00	-34.57
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	775.35	208.33	567.02	1,458.31	2,117.53	2,500.00	-15.30
10-1-000-001-4480.006 Safety/Security Labor Fee	2,124.00	2,124.00	0.00	14,868.00	13,098.00	25,488.00	-48.61
10-1-000-001-4480.100 ADT Contract	498.01	241.67	256.34	1,691.69	1,661.42	2,900.00	-42.71
10-1-000-001-4480.500 Other Security Contract	0.00	541.67	-541.67	3,791.69	1,701.48	6,500.00	-73.82
Total Line 95200	3,397.36	3,115.67	281.69	21,809.69	18,578.43	37,388.00	-50.31
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	3,397.36	3,115.67	281.69	21,809.69	18,578.43	37,388.00	-50.31
INSURANCE PREMIUMS EXPENSE							
96110 Property 120 Liab. 130 Work Comp							
10-1-000-001-4510.010 Property	4,867.72	4,966.00	-98.28	34,762.00	34,074.04	59,592.00	-42.82
10-1-000-001-4510.020 Liability Insurance	434.74	444.00	-9.26	3,108.00	3,043.18	5,328.00	-42.88
10-1-000-001-4510.030 Work Comp Insurance	215.00	216.00	-1.00	1,512.00	1,505.00	2,592.00	-41.94
Total Line 96110, 96120, 96130	5,517.46	5,626.00	-108.54	39,382.00	38,622.22	67,512.00	-42.79
96140 All Other Insurance							
10-1-000-001-4510.015 Equipment Insurance	189.80	194.00	-4.20	1,358.00	1,328.60	2,328.00	-42.93
10-1-000-001-4510.025 PE & PO Insurance	61.83	66.00	-4.17	462.00	432.81	792.00	-45.35
10-1-000-001-4510.035 Auto Insurance	50.00	51.00	-1.00	357.00	350.00	612.00	-42.81
10-1-000-001-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	301.63	311.00	-9.37	2,177.00	2,111.41	3,732.00	-43.42
96100 TOTAL INSURANCE PREMIUMS EXP	5,819.09	5,937.00	-117.91	41,559.00	40,733.63	71,244.00	-42.83

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	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	3,014.09	2,218.58	795.51	15,530.06	21,151.80	26,623.00	-20.55
Total Line 96300	3,014.09	2,218.58	795.51	15,530.06	21,151.80	26,623.00	-20.55
96400 Bad Debt - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	3,482.44	1,666.67	1,815.77	11,666.69	12,828.39	20,000.00	-35.86
Total Line 96400	3,482.44	1,666.67	1,815.77	11,666.69	12,828.39	20,000.00	-35.86
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	6,496.53	3,885.25	2,611.28	27,196.75	33,980.19	46,623.00	-27.12
96900 TOTAL OPERATING EXPENSE	102,722.38	102,638.72	83.66	718,471.04	704,999.10	1,231,665.00	-42.76
97000 NET REVENUE/EXPENSE (-Gain/Loss)	15,768.30	5,490.31	10,277.99	38,432.17	25,658.80	65,884.00	-61.05
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	10,107.00	13,750.00	-3,643.00	96,250.00	70,749.00	165,000.00	-57.12
Total Line 97400	10,107.00	13,750.00	-3,643.00	96,250.00	70,749.00	165,000.00	-57.12
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	10,107.00	13,750.00	-3,643.00	96,250.00	70,749.00	165,000.00	-57.12

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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							
10-1-000-001-9111.000 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)	25,875.30	19,240.31	6,634.99	134,682.17	96,407.80	230,884.00	-58.24

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	196.00	177.00	0.00	1,239.00	1,372.00	2,124.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	-25,100.00	-20,416.67	-4,683.33	-142,916.69	-162,682.00	-245,000.00	-33.60
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-25,100.00	-20,416.67	-4,683.33	-142,916.69	-162,682.00	-245,000.00	-33.60
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	-140.00	-166.67	26.67	-1,166.69	-643.52	-2,000.00	-67.82
10-1-000-002-3690.100 Late Fees	-825.00	-750.00	-75.00	-5,250.00	-8,000.00	-9,000.00	-11.11
10-1-000-002-3690.120 Violation Fees	20.00	-833.33	853.33	-5,833.31	-6,825.00	-10,000.00	-31.75
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	-8.33	8.33	-58.31	-100.00	-100.00	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	-1,858.50	-1,583.33	-275.17	-11,083.31	-9,158.25	-19,000.00	-51.80
10-1-000-002-3690.200 Materials	-537.20	-666.67	129.47	-4,666.69	-6,450.44	-8,000.00	-19.37
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	-300.00	0.00	
Total Line 70400	-3,340.70	-4,008.33	667.63	-28,058.31	-31,477.21	-48,100.00	-34.56
70500 TOTAL TENANT REVENUE	-28,440.70	-24,425.00	-4,015.70	-170,975.00	-194,159.21	-293,100.00	-33.76
70600 HUD PHA Operating Grants							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-74,912.00	-80,129.00	5,217.00	-560,903.00	-587,641.00	-961,548.00	-38.89
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	-74,912.00	-80,129.00	5,217.00	-560,903.00	-587,641.00	-961,548.00	-38.89
10010 Operating Tranfers In - CFP							
10-1-000-002-3404.010 Other Inc - Operations	0.00	-13,750.00	13,750.00	-96,250.00	0.00	-165,000.00	-100.00
Total Line 70610	0.00	-13,750.00	13,750.00	-96,250.00	0.00	-165,000.00	-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	-1,145.61	-1,000.00	-145.61	-7,000.00	-7,920.10	-12,000.00	-34.00
Total Line 71100	-1,145.61	-1,000.00	-145.61	-7,000.00	-7,920.10	-12,000.00	-34.00
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	-300.00	0.00	-2,100.00	-2,100.00	-3,600.00	-41.67
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	-200.00	-200.00	0.00	-1,400.00	-1,400.00	-2,400.00	-41.67
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	-500.00	-500.00	0.00	-3,500.00	-3,500.00	-6,000.00	-41.67
70000 TOTAL REVENUE	-104,998.31	-119,804.00	14,805.69	-838,628.00	-793,220.31	-1,437,648.00	-44.83

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-002-4110.000 Admin Salaries	7,137.00	7,833.00	-696.00	54,831.00	50,769.30	93,996.00	-45.99
10-1-000-002-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	7,137.00	7,833.00	-696.00	54,831.00	50,769.30	93,996.00	-45.99
91200 Auditing Fees							
10-1-000-002-4171.000 Audit Fee	0.00	250.00	-250.00	1,750.00	0.00	3,000.00	-100.00
Total Line 91200	0.00	250.00	-250.00	1,750.00	0.00	3,000.00	-100.00
91300 Management Fee							
10-1-000-002-4120.100 Management Fee Exp	14,916.97	15,149.00	-232.03	106,043.00	104,496.08	181,788.00	-42.52
Total Line 91300	14,916.97	15,149.00	-232.03	106,043.00	104,496.08	181,788.00	-42.52
91310 Book-keeping Fee							
10-1-000-002-4120.300 Bookkeeping Fee Exp	1,447.50	1,470.00	-22.50	10,290.00	10,140.00	17,640.00	-42.52
Total Line 91310	1,447.50	1,470.00	-22.50	10,290.00	10,140.00	17,640.00	-42.52
91500 Benefit Contributions - Admin							
10-1-000-002-4110.500 Emp Benefit - Admin	2,458.94	2,602.00	-143.06	18,214.00	17,394.21	31,224.00	-44.29
Total Line 91500	2,458.94	2,602.00	-143.06	18,214.00	17,394.21	31,224.00	-44.29
91600 Office Expense							
10-1-000-002-4140.000 Training - Staff	0.00	250.00	-250.00	1,750.00	950.00	3,000.00	-68.33
10-1-000-002-4180.000 Telephone	260.28	250.00	10.28	1,750.00	1,820.67	3,000.00	-39.31
10-1-000-002-4190.100 Postage	176.92	200.00	-23.08	1,400.00	1,232.60	2,400.00	-48.64
10-1-000-002-4190.200 Office Supplies	57.05	100.00	-42.95	700.00	218.17	1,200.00	-81.82
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	65.48	75.00	-9.52	525.00	369.15	900.00	-58.98
10-1-000-002-4190.400 Printing	279.72	0.00	279.72	0.00	1,016.77	0.00	
10-1-000-002-4190.401 Printing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.500 Printer/Copier Sup Cont	169.49	125.00	44.49	875.00	917.40	1,500.00	-38.84
10-1-000-002-4190.550 Computers	0.00	20.83	-20.83	145.81	0.00	250.00	-100.00
10-1-000-002-4190.700 Member Dues/Fees	0.00	166.67	-166.67	1,166.69	0.00	2,000.00	-100.00
10-1-000-002-4190.800 Internet Services	622.51	600.00	22.51	4,200.00	4,173.30	7,200.00	-42.04
10-1-000-002-4190.850 IT Support	0.00	83.33	-83.33	583.31	433.50	1,000.00	-56.65
Total Line 91600	1,631.45	1,870.83	-239.38	13,095.81	11,131.56	22,450.00	-50.42
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	546.55	100.00	446.55	700.00	1,918.13	1,200.00	59.84
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	75.00	-75.00	525.00	549.54	900.00	-38.94
Total Line 91800	546.55	175.00	371.55	1,225.00	2,467.67	2,100.00	17.51
91900 Other Expense							
10-1-000-002-4120.400 Fee for Service Exp	25.12	100.00	-74.88	700.00	157.58	1,200.00	-86.87
10-1-000-002-4120.500 Other Fee Exp	0.00	2,602.50	-2,602.50	18,217.50	0.00	31,230.00	-100.00
10-1-000-002-4120.700 Mental Health Fee	2,352.00	2,352.00	0.00	16,464.00	23,128.00	28,224.00	-18.06
10-1-000-002-4120.800 Participant Fee	2,352.00	2,352.00	0.00	16,464.00	11,760.00	28,224.00	-58.33
10-1-000-002-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.000 Other Sundry	0.00	5.00	-5.00	35.00	40.00	60.00	-33.33
10-1-000-002-4190.950 Background Verification	0.00	650.00	-650.00	4,550.00	25.24	7,800.00	-99.68
Total Line 91900	4,729.12	8,061.50	-3,332.38	56,430.50	35,110.82	96,738.00	-63.71
91000 TOTAL OPERATING EXPENSE - Admin	32,867.53	37,411.33	-4,543.80	261,879.31	231,509.64	448,936.00	-48.43

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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	13,720.00	13,720.00	23,520.00	-41.67
Total Line 92000	1,960.00	1,960.00	0.00	13,720.00	13,720.00	23,520.00	-41.67
92000 TOTAL ASSET MANAGEMENT FEE	1,960.00	1,960.00	0.00	13,720.00	13,720.00	23,520.00	-41.67
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	16.67	-16.67	116.69	-237.32	200.00	-218.66
10-1-000-002-4220.110 Ten Ser-Recreation	11.72	100.00	-88.28	700.00	913.62	1,200.00	-23.87
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	33.33	-33.33	233.31	0.00	400.00	-100.00
10-1-000-002-4220.300 T.S. - Grant Expenses	2,301.15	0.00	2,301.15	0.00	4,830.70	0.00	
Total Line 92400	2,312.87	150.00	2,162.87	1,050.00	5,507.00	1,800.00	205.94
92500 TOTAL TENANT SERVICES EXPENSE	2,312.87	150.00	2,162.87	1,050.00	5,507.00	1,800.00	205.94
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-002-4310.000 Water	118.11	150.00	-31.89	1,050.00	894.40	1,800.00	-50.31
10-1-000-002-4315.000 Sewer	74.02	75.00	-0.98	525.00	459.36	900.00	-48.96
10-1-000-002-4320.000 Electric	1,265.37	1,291.67	-26.30	9,041.69	5,026.14	15,500.00	-67.57
10-1-000-002-4330.000 Gas	173.42	1,250.00	-1,076.58	8,750.00	1,778.34	15,000.00	-88.14
Total Line 93100 93200 93300 93600	1,630.92	2,766.67	-1,135.75	19,366.69	8,158.24	33,200.00	-75.43
93000 TOTAL UTILITIES EXPENSES	1,630.92	2,766.67	-1,135.75	19,366.69	8,158.24	33,200.00	-75.43
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-002-4410.000 Maint Labor	2,507.62	5,217.00	-2,709.38	36,519.00	17,595.66	62,604.00	-71.89
10-1-000-002-4410.100 Maint Labor - OT	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4410.200 Maint Labor - Other	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94100	2,507.62	5,217.00	-2,709.38	36,519.00	17,595.66	62,604.00	-71.89
94200 Maintenance - Materials/Supplies							
10-1-000-002-4420.010 Garbage&Trash Supp	0.00	4.17	-4.17	29.19	0.00	50.00	-100.00
10-1-000-002-4420.020 Heating&Cooling Supp	857.03	1,250.00	-392.97	8,750.00	-7,235.16	15,000.00	-148.23
10-1-000-002-4420.030 Snow Removal Supplies	0.00	16.67	-16.67	116.69	0.00	200.00	-100.00
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	392.63	250.00	142.63	1,750.00	6,109.28	3,000.00	103.64
10-1-000-002-4420.070 Electrical Supplies	178.23	625.00	-446.77	4,375.00	2,127.19	7,500.00	-71.64
10-1-000-002-4420.080 Plumbing Supplies	823.49	1,250.00	-426.51	8,750.00	6,145.18	15,000.00	-59.03
10-1-000-002-4420.090 Extermination Supplies	33.15	150.00	-116.85	1,050.00	2,255.43	1,800.00	25.30
10-1-000-002-4420.100 Janitorial Supplies	758.06	291.67	466.39	2,041.69	2,970.84	3,500.00	-15.12
10-1-000-002-4420.110 Routine Maint. Supplies	1,581.24	6,000.00	-4,418.76	42,000.00	32,352.26	72,000.00	-55.07
10-1-000-002-4420.120 Other Misc. Supplies	0.00	0.00	0.00	0.00	346.00	0.00	
10-1-000-002-4420.121 Flooring Supplies	2,886.84	1,208.33	1,678.51	8,458.31	5,483.06	14,500.00	-62.19
10-1-000-002-4420.125 Mileage	0.00	8.33	-8.33	58.31	0.00	100.00	-100.00
10-1-000-002-4420.126 Vehicle Supplies	610.22	750.00	-139.78	5,250.00	5,369.50	9,000.00	-40.34
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	8,120.89	11,804.17	-3,683.28	82,629.19	55,923.58	141,650.00	-60.52

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94300 Maintenance - Contracts							
10-1-000-002-4330.010 Refuse	9.34	0.00	9.34	0.00	77.12	0.00	
10-1-000-002-4430.000 Maint Labor Contract	34,189.75	33,778.00	411.75	236,446.00	258,762.75	405,336.00	-36.16
10-1-000-002-4430.010 Garbage&Trash Cont	216.00	250.00	-34.00	1,750.00	2,154.60	3,000.00	-28.18
10-1-000-002-4430.020 Heating&Cooling Cont	0.00	1,000.00	-1,000.00	7,000.00	381.25	12,000.00	-96.82
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	582.54	1,666.67	-1,084.13	11,666.69	3,818.05	20,000.00	-80.91
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	25.00	-25.00	175.00	2,374.48	300.00	691.49
10-1-000-002-4430.080 Plumbing Contracts	0.00	1,166.67	-1,166.67	8,166.69	11,439.06	14,000.00	-18.29
10-1-000-002-4430.090 Extermination Contracts	550.00	1,000.00	-450.00	7,000.00	8,708.00	12,000.00	-27.43
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 Cont	0.00	20.00	-20.00	140.00	154.69	240.00	-35.55
10-1-000-002-4430.111 Flooring Contract	0.00	4,333.33	-4,333.33	30,333.31	25,941.00	52,000.00	-50.11
10-1-000-002-4430.120 Other Misc Cont Cost	0.00	83.33	-83.33	583.31	3,014.10	1,000.00	201.41
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	0.00	25.00	-25.00	175.00	436.71	300.00	45.57
10-1-000-002-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94300	35,547.63	43,348.00	-7,800.37	303,436.00	317,261.81	520,176.00	-39.01
94500 Maintenance - Ordinary/Benefits							
10-1-000-002-4410.500 Emp Benefit - Maint	1,230.41	2,273.00	-1,042.59	15,911.00	8,315.17	27,276.00	-69.51
Total Line 94500	1,230.41	2,273.00	-1,042.59	15,911.00	8,315.17	27,276.00	-69.51
94000 TOTAL MAINTENANCE EXPENSES	47,406.55	62,642.17	-15,235.62	438,495.19	399,096.22	751,706.00	-46.91
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	858.57	250.00	608.57	1,750.00	2,344.82	3,000.00	-21.84
10-1-000-002-4480.006 Safety/Security Labor Fee	2,352.00	1,960.00	392.00	13,720.00	14,504.00	23,520.00	-38.33
10-1-000-002-4480.100 ADT Contract	71.98	241.67	-169.69	1,691.69	2,006.32	2,900.00	-30.82
10-1-000-002-4480.500 Other Security Contract	0.00	1,250.00	-1,250.00	8,750.00	1,059.60	15,000.00	-92.94
Total Line 95200	3,282.55	3,701.67	-419.12	25,911.69	19,914.74	44,420.00	-55.17
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	3,282.55	3,701.67	-419.12	25,911.69	19,914.74	44,420.00	-55.17
INSURANCE PREMIUMS EXPENSE							
96110 Property 120 Liab. 130 Work Comp							
10-1-000-002-4510.010 Property Ins	5,135.68	5,239.00	-103.32	36,673.00	35,949.76	62,868.00	-42.82
10-1-000-002-4510.020 Liability Ins	481.48	492.00	-10.52	3,444.00	3,370.36	5,904.00	-42.91
10-1-000-002-4510.030 Work Comp Insurance	204.06	223.00	-18.94	1,561.00	1,428.42	2,676.00	-46.62
Total Line 96110 96120 96130	5,821.22	5,954.00	-132.78	41,678.00	40,748.54	71,448.00	-42.97
96140 All Other Insurance							
10-1-000-002-4510.015 Equipment Insurance	210.21	215.00	-4.79	1,505.00	1,471.47	2,580.00	-42.97
10-1-000-002-4510.025 PE & PO Insurance	68.64	73.00	-4.36	511.00	480.48	876.00	-45.15
10-1-000-002-4510.035 Auto Insurance	200.00	204.00	-4.00	1,428.00	1,400.00	2,448.00	-42.81
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	478.85	492.00	-13.15	3,444.00	3,351.95	5,904.00	-43.23
96100 TOTAL INSURANCE PREMIUMS EXP	6,300.07	6,446.00	-145.93	45,122.00	44,100.49	77,352.00	-42.99

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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 Absences							
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	2,345.97	2,165.83	180.14	15,160.81	15,444.66	25,990.00	-40.57
Total Line 96300	2,345.97	2,165.83	180.14	15,160.81	15,444.66	25,990.00	-40.57
96400 Bad Debt - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	5,323.12	0.00	5,323.12	0.00	13,321.59	0.00	
Total Line 96400	5,323.12	0.00	5,323.12	0.00	13,321.59	0.00	
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	7,669.09	2,165.83	5,503.26	15,160.81	28,766.25	25,990.00	10.68
96900 TOTAL OPERATING EXPENSE	103,429.58	117,243.67	-13,814.09	820,705.69	750,772.58	1,406,924.00	-46.64
97000 NET REVENUE/EXPENSE (-Gain/Loss)	-1,568.73	-2,560.33	991.60	-17,922.31	-42,447.73	-30,724.00	38.16
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	22,203.00	31,250.00	-9,047.00	218,750.00	155,421.00	375,000.00	-58.55
Total Line 97400	22,203.00	31,250.00	-9,047.00	218,750.00	155,421.00	375,000.00	-58.55
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	22,203.00	31,250.00	-9,047.00	218,750.00	155,421.00	375,000.00	-58.55

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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)	20,634.27	28,689.67	-8,055.40	200,827.69	112,973.27	344,276.00	-67.19

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	51.00	177.00	0.00	1,239.00	357.00	2,124.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	-15,677.00	-14,583.33	-1,093.67	-102,083.31	-110,466.00	-175,000.00	-36.88
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-15,677.00	-14,583.33	-1,093.67	-102,083.31	-110,466.00	-175,000.00	-36.88
70400 Tenant Revenue - Other							
10-1-000-006-3120.000 Excess Utilities	0.00	-6.25	6.25	-43.75	-50.00	-75.00	-33.33
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	-7.50	7.50	-52.50	569.00	-90.00	-732.22
10-1-000-006-3690.100 Late Fees	-75.00	-83.33	8.33	-583.31	-675.00	-1,000.00	-32.50
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	-2.08	2.08	-14.56	-75.00	-25.00	200.00
10-1-000-006-3690.150 Laundry Income	-577.00	-541.67	-35.33	-3,791.69	-3,893.25	-6,500.00	-40.10
10-1-000-006-3690.160 Vending Machine Inc	-60.68	-33.33	-27.35	-233.31	-213.20	-400.00	-46.70
10-1-000-006-3690.180 Labor	-15.00	-125.00	110.00	-875.00	-62.50	-1,500.00	-95.83
10-1-000-006-3690.200 Materials	-6.00	-33.33	27.33	-233.31	-37.75	-400.00	-90.56
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	-733.68	-832.49	98.81	-5,827.43	-4,437.70	-9,990.00	-55.58
70500 TOTAL TENANT REVENUE	-16,410.68	-15,415.82	-994.86	-107,910.74	-114,903.70	-184,990.00	-37.89
70600 HUD PHA Operating Grants							
10-1-000-006-8020.000 Oper Sub - Curr Yr	-8,769.00	-9,379.25	610.25	-65,654.75	-68,679.00	-112,551.00	-38.98
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	-8,769.00	-9,379.25	610.25	-65,654.75	-68,679.00	-112,551.00	-38.98
10010 Operating Tranfers In - CFP							
10-1-000-006-3404.010 Other Inc - Operations	0.00	-3,333.33	3,333.33	-23,333.31	0.00	-40,000.00	-100.00
Total Line 70610	0.00	-3,333.33	3,333.33	-23,333.31	0.00	-40,000.00	-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	-397.72	-229.17	-168.55	-1,604.19	-2,768.29	-2,750.00	0.67
Total Line 71100	-397.72	-229.17	-168.55	-1,604.19	-2,768.29	-2,750.00	0.67
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	-25,577.40	-28,357.57	2,780.17	-198,502.99	-186,350.99	-340,291.00	-45.24

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-006-4110.000 Admin Salaries	1,705.61	1,870.00	-164.39	13,090.00	12,215.92	22,440.00	-45.56
10-1-000-006-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	1,705.61	1,870.00	-164.39	13,090.00	12,215.92	22,440.00	-45.56
91200 Auditing Fees							
10-1-000-006-4171.000 Audit Fee	0.00	100.00	-100.00	700.00	0.00	1,200.00	-100.00
Total Line 91200	0.00	100.00	-100.00	700.00	0.00	1,200.00	-100.00
91300 Management Fee							
10-1-000-006-4120.100 Management Fee Exp	3,941.79	3,942.00	-0.21	27,594.00	27,360.66	47,304.00	-42.16
Total Line 91300	3,941.79	3,942.00	-0.21	27,594.00	27,360.66	47,304.00	-42.16
91310 Book-keeping Fee							
10-1-000-006-4120.300 Bookkeeping Exp	382.50	383.00	-0.50	2,681.00	2,655.00	4,596.00	-42.23
Total Line 91310	382.50	383.00	-0.50	2,681.00	2,655.00	4,596.00	-42.23
91500 Benefit Contributions - Admin							
10-1-000-006-4110.500 Emp Benefit - Admin	650.66	764.00	-113.34	5,348.00	5,080.35	9,168.00	-44.59
Total Line 91500	650.66	764.00	-113.34	5,348.00	5,080.35	9,168.00	-44.59
91600 Office Expense							
10-1-000-006-4140.000 Training - Staff	0.00	46.17	-46.17	323.19	0.00	554.00	-100.00
10-1-000-006-4180.000 Telephone	458.09	383.33	74.76	2,683.31	3,188.98	4,600.00	-30.67
10-1-000-006-4190.100 Postage	2.76	8.33	-5.57	58.31	38.37	100.00	-61.63
10-1-000-006-4190.200 Office Supplies	0.00	6.25	-6.25	43.75	213.20	75.00	184.27
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	16.67	-16.67	116.69	311.23	200.00	55.62
10-1-000-006-4190.400 Printing	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.401 Printing Supplies	0.00	8.33	-8.33	58.31	167.67	100.00	67.67
10-1-000-006-4190.500 Printer/Copier	0.00	0.00	0.00	0.00	0.00	0.00	
Supply/Cont							
10-1-000-006-4190.550 Computers	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.700 Member Dues/Fees	0.00	83.33	-83.33	583.31	0.00	1,000.00	-100.00
10-1-000-006-4190.800 Internet Services	236.90	237.50	-0.60	1,662.50	1,659.61	2,850.00	-41.77
10-1-000-006-4190.850 IT Support	0.00	41.67	-41.67	291.69	180.00	500.00	-64.00
Total Line 91600	697.75	831.58	-133.83	5,821.06	5,759.06	9,979.00	-42.29
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	27.50	-27.50	192.50	14.74	330.00	-95.53
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	4.17	-4.17	29.19	0.00	50.00	-100.00
Total Line 91800	0.00	31.67	-31.67	221.69	14.74	380.00	-96.12
91900 Other Expense							
10-1-000-006-4120.400 Fee for Service Exp	5.66	45.83	-40.17	320.81	50.11	550.00	-90.89
10-1-000-006-4120.500 Other Fee Exp	0.00	764.00	-764.00	5,348.00	0.00	9,168.00	-100.00
10-1-000-006-4120.700 Mental Health Fee	612.00	612.00	0.00	4,284.00	6,018.00	7,344.00	-18.06
10-1-000-006-4120.800 Participant Fee	612.00	612.00	0.00	4,284.00	3,060.00	7,344.00	-58.33
10-1-000-006-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.000 Other Sundry	0.00	8.33	-8.33	58.31	46.51	100.00	-53.49
10-1-000-006-4190.950 Background Verification	0.00	16.67	-16.67	116.69	50.48	200.00	-74.76
Total Line 91900	1,229.66	2,058.83	-829.17	14,411.81	9,225.10	24,706.00	-62.66

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91000 TOTAL OPERATING EXPENSE - Admin	8,607.97	9,981.08	-1,373.11	69,867.56	62,310.83	119,773.00	-47.98
ASSET MANAGEMENT FEE							
92000 Asset Mangement Fee							
10-1-000-006-4120.200 Asset Mngt Fee Exp	510.00	510.00	0.00	3,570.00	3,570.00	6,120.00	-41.67
Total Line 92000	510.00	510.00	0.00	3,570.00	3,570.00	6,120.00	-41.67
92000 TOTAL ASSET MANAGEMENT FEE	510.00	510.00	0.00	3,570.00	3,570.00	6,120.00	-41.67
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	458.33	-458.33	3,208.31	0.00	5,500.00	-100.00
10-1-000-006-4220.110 Ten Ser-Recreation	0.00	41.67	-41.67	291.69	66.45	500.00	-86.71
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	0.00	0.00	0.00	
Total Line 92400	0.00	500.00	-500.00	3,500.00	66.45	6,000.00	-98.89
92500 TOTAL TENANT SERVICES EXPENSE	0.00	500.00	-500.00	3,500.00	66.45	6,000.00	-98.89
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-006-4310.000 Water	392.57	375.00	17.57	2,625.00	1,932.48	4,500.00	-57.06
10-1-000-006-4315.000 Sewer	316.77	291.67	25.10	2,041.69	1,573.83	3,500.00	-55.03
10-1-000-006-4320.000 Electric	0.00	1,166.67	-1,166.67	8,166.69	4,742.44	14,000.00	-66.13
10-1-000-006-4330.000 Gas	0.00	1,250.00	-1,250.00	8,750.00	1,910.05	15,000.00	-87.27
Total Line 93100 93200 93300 93600	709.34	3,083.34	-2,374.00	21,583.38	10,158.80	37,000.00	-72.54
93000 TOTAL UTILITIES EXPENSES	709.34	3,083.34	-2,374.00	21,583.38	10,158.80	37,000.00	-72.54
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-006-4410.000 Maint Labor	668.70	1,361.00	-692.30	9,527.00	4,692.20	16,332.00	-71.27
10-1-000-006-4410.100 Maint Labor - OT	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4410.200 Maint Labor - Other	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94100	668.70	1,361.00	-692.30	9,527.00	4,692.20	16,332.00	-71.27
94200 Maintenance - Materials/Supplies							
10-1-000-006-4420.010 Garbage&Trash Supp	0.00	20.83	-20.83	145.81	0.00	250.00	-100.00
10-1-000-006-4420.020 Heating&Cooling Supp	0.00	83.33	-83.33	583.31	0.00	1,000.00	-100.00
10-1-000-006-4420.030 Snow Removal Supplies	0.00	8.33	-8.33	58.31	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	0.00	83.33	-83.33	583.31	1,362.56	1,000.00	36.26
10-1-000-006-4420.070 Electrical Supplies	6.21	41.67	-35.46	291.69	-79.24	500.00	-115.85
10-1-000-006-4420.080 Plumbing Supplies	1,735.70	45.83	1,689.87	320.81	1,913.55	550.00	247.92
10-1-000-006-4420.090 Extermination Supplies	0.00	16.67	-16.67	116.69	0.00	200.00	-100.00
10-1-000-006-4420.100 Janitorial Supplies	212.87	208.33	4.54	1,458.31	512.64	2,500.00	-79.49
10-1-000-006-4420.110 Routine Maint.Supplies	4.46	1,625.00	-1,620.54	11,375.00	1,460.70	19,500.00	-92.51
10-1-000-006-4420.120 Other Misc Supplies	0.00	250.00	-250.00	1,750.00	0.00	3,000.00	-100.00
10-1-000-006-4420.121 Flooring Supplies	64.00	16.67	47.33	116.69	138.00	200.00	-31.00
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	124.47	54.17	70.30	379.19	544.32	650.00	-16.26
10-1-000-006-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	2,147.71	2,454.16	-306.45	17,179.12	5,852.53	29,450.00	-80.13

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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	3,038.50	5,262.00	-2,223.50	36,834.00	22,349.00	63,144.00	-64.61
10-1-000-006-4430.010 Garbage & Trash Cont	335.52	333.33	2.19	2,333.31	2,600.89	4,000.00	-34.98
10-1-000-006-4430.020 Heating & Cooling Cont	0.00	3,750.00	-3,750.00	26,250.00	0.00	45,000.00	-100.00
10-1-000-006-4430.030 Snow Removal Contract	0.00	41.67	-41.67	291.69	0.00	500.00	-100.00
10-1-000-006-4430.040 Elevator Maint Cont	0.00	208.33	-208.33	1,458.31	720.00	2,500.00	-71.20
10-1-000-006-4430.050 Landscape & Grds Cont	0.00	208.33	-208.33	1,458.31	294.00	2,500.00	-88.24
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	83.33	-83.33	583.31	110.00	1,000.00	-89.00
10-1-000-006-4430.080 Plumbing Contracts	1,800.00	333.33	1,466.67	2,333.31	2,274.00	4,000.00	-43.15
10-1-000-006-4430.090 Extermination Contracts	2,750.00	208.33	2,541.67	1,458.31	8,500.00	2,500.00	240.00
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 Routine Maint Cont	0.00	583.33	-583.33	4,083.31	618.40	7,000.00	-91.17
10-1-000-006-4430.111 Flooring Contract	0.00	666.67	-666.67	4,666.69	8,486.76	8,000.00	6.08
10-1-000-006-4430.120 Other Misc. Cont Cost	0.00	0.00	0.00	0.00	780.30	0.00	
10-1-000-006-4430.121 Laundry Equip Contract	90.00	166.67	-76.67	1,166.69	190.00	2,000.00	-90.50
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	8,014.02	11,845.32	-3,831.30	82,917.24	46,923.35	142,144.00	-66.99
94500 Maintenance - Ordinary/Benefits							
10-1-000-006-4410.500 Maint Emp Benefit	328.13	593.00	-264.87	4,151.00	2,217.44	7,116.00	-68.84
Total Line 94500	328.13	593.00	-264.87	4,151.00	2,217.44	7,116.00	-68.84
94000 TOTAL MAINTENANCE EXPENSES	11,158.56	16,253.48	-5,094.92	113,774.36	59,685.52	195,042.00	-69.40
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	612.00	510.00	102.00	3,570.00	3,774.00	6,120.00	-38.33
10-1-000-006-4480.100 ADT Contract	1,105.20	150.00	955.20	1,050.00	3,504.07	1,800.00	94.67
10-1-000-006-4480.500 Other Security Contract	0.00	333.33	-333.33	2,333.31	1,603.19	4,000.00	-59.92
Total Line 95200	1,717.20	993.33	723.87	6,953.31	8,881.26	11,920.00	-25.49
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	1,717.20	993.33	723.87	6,953.31	8,881.26	11,920.00	-25.49
INSURANCE PREMIUMS EXPENSE							
96110 Property 120 Liab. 130 Work Comp							
10-1-000-006-4510.010 Property Insurance	1,567.80	1,600.00	-32.20	11,200.00	10,974.60	19,200.00	-42.84
10-1-000-006-4510.020 Liability Insurance	126.03	129.00	-2.97	903.00	882.21	1,548.00	-43.01
10-1-000-006-4510.030 Work Comp	23.69	29.00	-5.31	203.00	165.83	348.00	-52.35
Total Line 96110 96120 96130	1,717.52	1,758.00	-40.48	12,306.00	12,022.64	21,096.00	-43.01
96140 All Other Insurance							
10-1-000-006-4510.015 Equipment Insurance	55.02	57.00	-1.98	399.00	385.14	684.00	-43.69
10-1-000-006-4510.025 PE & PO Insurance	6.92	8.00	-1.08	56.00	48.44	96.00	-49.54
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	61.94	65.00	-3.06	455.00	433.58	780.00	-44.41
96100 TOTAL INSURANCE PREMIUMS EXP	1,779.46	1,823.00	-43.54	12,761.00	12,456.22	21,876.00	-43.06

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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	1,496.77	1,233.25	263.52	8,632.75	10,030.72	14,799.00	-32.22
Total Line 96300	1,496.77	1,233.25	263.52	8,632.75	10,030.72	14,799.00	-32.22
96400 Bad Debt - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	-585.90	0.00	-585.90	0.00	605.40	0.00	
Total Line 96400	-585.90	0.00	-585.90	0.00	605.40	0.00	
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	910.87	1,233.25	-322.38	8,632.75	10,636.12	14,799.00	-28.13
96900 TOTAL OPERATING EXPENSE	25,393.40	34,377.48	-8,984.08	240,642.36	167,765.20	412,530.00	-59.33
97000 NET REVENUE/EXPENSE (-Gain/Loss)	-184.00	6,019.91	-6,203.91	42,139.37	-18,585.79	72,239.00	-125.73
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	3,575.00	0.00	3,575.00	0.00	25,025.00	0.00	
Total Line 97400	3,575.00	0.00	3,575.00	0.00	25,025.00	0.00	
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	3,575.00	0.00	3,575.00	0.00	25,025.00	0.00	

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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							
10-1-000-006-9111.000 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)	3,391.00	6,019.91	-2,628.91	42,139.37	6,439.21	72,239.00	-91.09

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	72.00	72.00	0.00	504.00	504.00	864.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	-30,171.00	-28,909.33	-1,261.67	-202,365.31	-199,886.00	-346,912.00	-42.38
60-1-000-000-5125.000 PHA Rent	-9,919.00	-11,000.00	1,081.00	-77,000.00	-66,173.00	-132,000.00	-49.87
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	-804.00	0.00	-804.00	0.00	-815.00	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	-40,894.00	-39,909.33	-984.67	-279,365.31	-266,874.00	-478,912.00	-44.27
70400 Tenant Revenue - Other							
60-1-000-000-5910.000 Laundry Income	-647.50	-625.00	-22.50	-4,375.00	-4,314.75	-7,500.00	-42.47
60-1-000-000-5920.000 Bad Check Charges	0.00	-3.33	3.33	-23.31	-65.00	-40.00	62.50
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	-1,049.00	-600.00	-449.00	-4,200.00	-3,841.26	-7,200.00	-46.65
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	-400.00	-60.00	-340.00	-420.00	-932.00	-720.00	29.44
60-1-000-000-5926.000 Violation Charges	0.00	-40.42	40.42	-282.94	-500.00	-485.00	3.09
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-2,096.50	-1,328.75	-767.75	-9,301.25	-9,653.01	-15,945.00	-39.46
70500 TOTAL TENANT REVENUE	-42,990.50	-41,238.08	-1,752.42	-288,666.56	-276,527.01	-494,857.00	-44.12
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	-600.94	-700.00	99.06	-4,900.00	-2,784.01	-8,400.00	-66.86
60-1-000-000-5410.025 Interest Inc - Sec Dep	-0.58	-0.58	0.00	-4.06	-3.94	-7.00	-43.71
Total Line 71100	-601.52	-700.58	99.06	-4,904.06	-2,787.95	-8,407.00	-66.84
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	0.00	-16.67	16.67	-116.69	-46.00	-200.00	-77.00
60-1-000-000-5901.000 Income - LR Amps	0.00	-83.33	83.33	-583.31	0.00	-1,000.00	-100.00
Total Line 71500	0.00	-100.00	100.00	-700.00	-46.00	-1,200.00	-96.17
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	-43,592.02	-42,038.66	-1,553.36	-294,270.62	-279,360.96	-504,464.00	-44.62

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
60-1-000-000-6310.000 Admin Salaries	1,383.74	1,507.00	-123.26	10,549.00	6,750.63	18,084.00	-62.67
60-1-000-000-6330.000 Manager Salaries	2,499.76	2,875.00	-375.24	20,125.00	18,885.80	34,500.00	-45.26
Total Line 91100	3,883.50	4,382.00	-498.50	30,674.00	25,636.43	52,584.00	-51.25
91200 Auditing Fees							
60-1-000-000-6350.000 Audit	0.00	117.00	-117.00	819.00	0.00	1,404.00	-100.00
Total Line 91200	0.00	117.00	-117.00	819.00	0.00	1,404.00	-100.00
91300 Management Fee							
60-1-000-000-6320.000 Management Fees	3,692.00	3,744.00	-52.00	26,208.00	25,896.00	44,928.00	-42.36
Total Line 91300	3,692.00	3,744.00	-52.00	26,208.00	25,896.00	44,928.00	-42.36
91310 Book-keeping Fee							
60-1-000-000-6351.000 Bookkeeping Fees	532.50	540.00	-7.50	3,780.00	3,735.00	6,480.00	-42.36
Total Line 91310	532.50	540.00	-7.50	3,780.00	3,735.00	6,480.00	-42.36
91400 Advertising & Marketing							
60-1-000-000-6210.000 Advertising	0.00	30.00	-30.00	210.00	0.00	360.00	-100.00
Total Line 91400	0.00	30.00	-30.00	210.00	0.00	360.00	-100.00
91500 Benefit Contributions - Admin							
60-1-000-000-6310.500 Admin Benefits	333.87	374.00	-40.13	2,618.00	1,659.94	4,488.00	-63.01
60-1-000-000-6330.500 Manager's Benefits	944.69	1,033.00	-88.31	7,231.00	6,781.17	12,396.00	-45.30
Total Line 91500	1,278.56	1,407.00	-128.44	9,849.00	8,441.11	16,884.00	-50.01
91600 Office Expense							
60-1-000-000-6250.000 Misc Rent Expense	0.00	125.00	-125.00	875.00	325.72	1,500.00	-78.29
60-1-000-000-6311.000 Office Exp - BW	422.36	202.50	219.86	1,417.50	2,146.64	2,430.00	-11.66
60-1-000-000-6311.050 Office Rental Exp	243.00	271.50	-28.50	1,900.50	1,701.00	3,258.00	-47.79
60-1-000-000-6311.100 Phone/Internet Exp	97.58	116.67	-19.09	816.69	646.72	1,400.00	-53.81
60-1-000-000-6311.150 IT Support	148.75	166.67	-17.92	1,166.69	901.79	2,000.00	-54.91
60-1-000-000-6311.200 Office Furniture	0.00	16.67	-16.67	116.69	0.00	200.00	-100.00
Total Line 91600	911.69	899.01	12.68	6,293.07	5,721.87	10,788.00	-46.96
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	100.00	-100.00	700.00	259.47	1,200.00	-78.38
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	123.64	110.00	13.64	770.00	791.73	1,320.00	-40.02
Total Line 91800	123.64	210.00	-86.36	1,470.00	1,051.20	2,520.00	-58.29
91900 Other Expense							
60-1-000-000-6350.700 Mental Health Fee	144.00	864.00	-720.00	6,048.00	6,048.00	10,368.00	-41.67
60-1-000-000-6350.800 Participant Fee	1,728.00	864.00	864.00	6,048.00	6,048.00	10,368.00	-41.67
60-1-000-000-6352.500 Other Fee Exp	0.00	1.67	-1.67	11.69	0.00	20.00	-100.00
60-1-000-000-6360.000 Training - Staff	0.00	166.67	-166.67	1,166.69	437.50	2,000.00	-78.13
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	0.00	0.00	0.00	0.00	0.00	0.00	
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	24.84	50.00	-25.16	350.00	159.61	600.00	-73.40
60-1-000-000-6399.000 Other Administrative	0.00	83.33	-83.33	583.31	32.50	1,000.00	-96.75
Total Line 91900	1,896.84	2,029.67	-132.83	14,207.69	12,725.61	24,356.00	-47.75
91000 TOTAL OPERATING EXPENSE - Admin	12,318.73	13,358.68	-1,039.95	93,510.76	83,207.22	160,304.00	-48.09

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
UTILITIES							
93100 Water,200 Elect,300 Gas,600 Sewer							
60-1-000-000-6450.000 Utilites - Electric	605.92	425.00	180.92	2,975.00	3,139.87	5,100.00	-38.43
60-1-000-000-6451.000 Utilities - Water	1,088.38	900.00	188.38	6,300.00	7,510.86	10,800.00	-30.46
60-1-000-000-6452.000 Utilities - Gas	53.48	125.00	-71.52	875.00	563.31	1,500.00	-62.45
60-1-000-000-6453.000 Utilities - Sewer	2,553.08	1,800.00	753.08	12,600.00	17,039.62	21,600.00	-21.11
Total Line 93100, 93200, 93300, 93600	4,300.86	3,250.00	1,050.86	22,750.00	28,253.66	39,000.00	-27.55
93000 TOTAL UTILITIES EXPENSES	4,300.86	3,250.00	1,050.86	22,750.00	28,253.66	39,000.00	-27.55
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-000-6510.000 Maint Salaries	3,892.80	4,141.67	-248.87	28,991.69	27,693.68	49,700.00	-44.28
60-1-000-000-6510.100 OT Maintenance	32.29	200.00	-167.71	1,400.00	337.84	2,400.00	-85.92
60-1-000-000-6510.200 Maint from Amps	0.00	166.67	-166.67	1,166.69	332.50	2,000.00	-83.38
Total Line 94100	3,925.09	4,508.34	-583.25	31,558.38	28,364.02	54,100.00	-47.57
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	361.00	166.67	194.33	1,166.69	361.00	2,000.00	-81.95
60-1-000-000-6515.030 Snow Removal Supplies	0.00	58.33	-58.33	408.31	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	250.00	-250.00	1,750.00	381.65	3,000.00	-87.28
60-1-000-000-6515.070 Electrical Supplies	384.15	135.00	249.15	945.00	649.90	1,620.00	-59.88
60-1-000-000-6515.080 Plumbing Supplies	84.73	400.00	-315.27	2,800.00	1,430.13	4,800.00	-70.21
60-1-000-000-6515.090 Extermination Supplies	0.00	16.67	-16.67	116.69	0.00	200.00	-100.00
60-1-000-000-6515.100 Janitorial Supplies	55.98	150.00	-94.02	1,050.00	355.85	1,800.00	-80.23
60-1-000-000-6515.110 Routine Maint. Supplies	569.35	983.33	-413.98	6,883.31	2,417.26	11,800.00	-79.51
60-1-000-000-6515.114 Painting Supplies - BW	0.00	140.00	-140.00	980.00	1,205.47	1,680.00	-28.25
60-1-000-000-6515.115 Refrigerators	1,240.00	275.00	965.00	1,925.00	1,240.00	3,300.00	-62.42
60-1-000-000-6515.116 Stoves	0.00	150.00	-150.00	1,050.00	0.00	1,800.00	-100.00
60-1-000-000-6515.120 Misc. Other Supplies	0.00	62.50	-62.50	437.50	19.40	750.00	-97.41
60-1-000-000-6515.500 Small Tools/Equipment	0.00	16.67	-16.67	116.69	79.99	200.00	-60.01
Total Line 94200	2,695.21	2,804.17	-108.96	19,629.19	8,140.65	33,650.00	-75.81
94300 Maintenance - Contracts							
60-1-000-000-6520.010 Garbage/Trash Contract	975.00	1,183.33	-208.33	8,283.31	7,066.40	14,200.00	-50.24
60-1-000-000-6520.020 Heat/Cool Contract	0.00	291.67	-291.67	2,041.69	0.00	3,500.00	-100.00
60-1-000-000-6520.030 Snow Removal Contract	0.00	166.67	-166.67	1,166.69	0.00	2,000.00	-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	179.00	916.67	-737.67	6,416.69	887.00	11,000.00	-91.94
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	455.00	0.00	780.00	-100.00
60-1-000-000-6520.080 Plumbing Contract	712.05	666.67	45.38	4,666.69	1,195.43	8,000.00	-85.06
60-1-000-000-6520.090 Extermination Contract	588.00	485.00	103.00	3,395.00	3,776.00	5,820.00	-35.12
60-1-000-000-6520.100 Janitorial Contract	0.00	97.92	-97.92	685.44	450.00	1,175.00	-61.70
60-1-000-000-6520.110 Routine Maint. Contract	709.23	1,491.67	-782.44	10,441.69	1,586.76	17,900.00	-91.14
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	1,383.33	-1,383.33	9,683.31	3,188.00	16,600.00	-80.80
60-1-000-000-6520.120 Misc. Other Contracts	0.00	1,766.67	-1,766.67	12,366.69	0.00	21,200.00	-100.00
Total Line 94300 - (sub acct)	3,163.28	8,514.60	-5,351.32	59,602.20	18,149.59	102,175.00	-82.24
94500 Maintenance - Ordinary/Benefits							
60-1-000-000-6510.500 Maint. Employee Ben.	1,644.08	1,666.67	-22.59	11,666.69	11,611.98	20,000.00	-41.94
Total Line 94500	1,644.08	1,666.67	-22.59	11,666.69	11,611.98	20,000.00	-41.94
94000 TOTAL MAINTENANCE EXPENSES	11,427.66	17,493.78	-6,066.12	122,456.46	66,266.24	209,925.00	-68.43
TOTAL PROTECTIVE SERVICES EXPENSE							

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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/Sec Labor Fee	720.00	720.00	0.00	5,040.00	6,048.00	8,640.00	-30.00
60-1-000-000-6580.100 ADT Contract	103.85	99.00	4.85	693.00	685.60	1,188.00	-42.29
60-1-000-000-6580.500 Other Safety Contracts	0.00	61.67	-61.67	431.69	295.50	740.00	-60.07
Total Line 95200	823.85	880.67	-56.82	6,164.69	7,029.10	10,568.00	-33.49
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	823.85	880.67	-56.82	6,164.69	7,029.10	10,568.00	-33.49
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-000-6720.000 Property Insurance	1,551.51	1,583.00	-31.49	11,081.00	10,860.57	18,996.00	-42.83
Total Line 96110	1,551.51	1,583.00	-31.49	11,081.00	10,860.57	18,996.00	-42.83
96120 Liability Insurance							
60-1-000-000-6721.000 Liability Insurance	177.01	181.00	-3.99	1,267.00	1,239.07	2,172.00	-42.95
Total Line 96120	177.01	181.00	-3.99	1,267.00	1,239.07	2,172.00	-42.95
96130 Workmen's Compensation							
60-1-000-000-6722.000 Work Comp Insurance	231.39	302.00	-70.61	2,114.00	1,619.73	3,624.00	-55.31
Total Line 96130	231.39	302.00	-70.61	2,114.00	1,619.73	3,624.00	-55.31
96140 All Other Insurance							
60-1-000-000-6720.500 Equipment Insurance	77.28	79.00	-1.72	553.00	540.96	948.00	-42.94
60-1-000-000-6721.500 PE & PO Insurance	85.77	91.00	-5.23	637.00	600.39	1,092.00	-45.02
60-1-000-000-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	163.05	170.00	-6.95	1,190.00	1,141.35	2,040.00	-44.05
96100 TOTAL INSURANCE PREMIUMS EXP	2,122.96	2,236.00	-113.04	15,652.00	14,860.72	26,832.00	-44.62
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	41.67	-41.67	291.69	0.00	500.00	-100.00
Total Line 96210	0.00	41.67	-41.67	291.69	0.00	500.00	-100.00
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-000-6710.000 PILOT - Real Estate Tax	2,044.70	2,264.42	-219.72	15,850.94	12,146.06	27,173.00	-55.30
Total Line 96300	2,044.70	2,264.42	-219.72	15,850.94	12,146.06	27,173.00	-55.30
96400 Bad Debt - Tenant Rents							
60-1-000-000-6370.000 Bad Debt	684.34	266.67	417.67	1,866.69	688.57	3,200.00	-78.48
Total Line 96400	684.34	266.67	417.67	1,866.69	688.57	3,200.00	-78.48
96000 TOTAL OTHER GENERAL EXPENSES	2,729.04	2,572.76	156.28	18,009.32	12,834.63	30,873.00	-58.43
INTEREST & AMORTIZATION EXPENSE							
96710 Interest of Mortgage/Bond Payable							
60-1-000-000-6810.000 Interest Exp Payable	1,249.64	1,440.00	-190.36	10,080.00	9,212.50	17,280.00	-46.69
60-1-000-000-6860.000 Security Deposit Interest	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96710	1,249.64	1,440.00	-190.36	10,080.00	9,212.50	17,280.00	-46.69
96700 TOTAL INTEREST EXP & AMORT	1,249.64	1,440.00	-190.36	10,080.00	9,212.50	17,280.00	-46.69
96900 TOTAL OPERATING EXPENSE	34,972.74	41,231.89	-6,259.15	288,623.23	221,664.07	494,782.00	-55.20
97000 NET REVENUE/EXPENSE (GAIN/-LOSS)	-8,619.28	-806.77	-7,812.51	-5,647.39	-57,696.89	-9,682.00	495.92

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
MISCELLANEOUS EXPENSE							
97100 Extraordinary Maintenance							
60-1-000-000-6910.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6910.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6910.030 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							
60-1-000-000-6920.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6920.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6920.030 Casualty Contract	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							
60-1-000-000-6600.000 Depreciation Exp - BW	9,873.00	8,333.33	1,539.67	58,333.31	69,111.00	100,000.00	-30.89
Total Line 97400	9,873.00	8,333.33	1,539.67	58,333.31	69,111.00	100,000.00	-30.89
TOTAL MISCELLANEOUS EXPENSES	9,873.00	8,333.33	1,539.67	58,333.31	69,111.00	100,000.00	-30.89
90000 TOTAL EXPENSES	44,845.74	49,565.22	-4,719.48	346,956.54	290,775.07	594,782.00	-51.11
OTHER FINANCING SOURCES (USES)							
10093 Xfers							
60-1-000-000-9111.000 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							
60-1-000-000-9111.100 Xfers Out from Amps	0.00	1,814.83	-1,814.83	12,703.81	0.00	21,778.00	-100.00
Total Line 10094	0.00	1,814.83	-1,814.83	12,703.81	0.00	21,778.00	-100.00
10100 TOTAL OTHER FINANCING SOURCES	0.00	1,814.83	-1,814.83	12,703.81	0.00	21,778.00	-100.00
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	1,253.72	11,156.22	-9,902.50	78,093.54	11,414.11	133,874.00	-91.47

MEMO ACCOUNT INFORMATION

11020 Req'd Annual Debt Principal Pmts							
Total 2130.000 accts on BS's	0.00	0.00	0.00	0.00	0.00	0.00	

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	65.00	72.00	0.00	504.00	455.00	864.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	-27,894.00	-28,277.00	383.00	-197,939.00	-182,609.00	-339,324.00	-46.18
60-1-000-001-5125.000 PHA Rent	-3,753.00	-3,083.00	-670.00	-21,581.00	-22,662.00	-36,996.00	-38.74
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	812.00	0.00	812.00	0.00	2,078.00	0.00	
60-1-000-001-5970.000 Excess Rent	-9.00	-400.00	391.00	-2,800.00	-4,960.00	-4,800.00	3.33
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	-30,844.00	-31,760.00	916.00	-222,320.00	-208,153.00	-381,120.00	-45.38
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	-3.33	3.33	-23.31	-65.00	-40.00	62.50
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	-261.00	-625.00	364.00	-4,375.00	-2,236.00	-7,500.00	-70.19
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	-330.00	-100.00	-230.00	-700.00	-1,575.00	-1,200.00	31.25
60-1-000-001-5926.000 Violation Charges	0.00	-42.50	42.50	-297.50	0.00	-510.00	-100.00
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-591.00	-770.83	179.83	-5,395.81	-3,876.00	-9,250.00	-58.10
70500 TOTAL TENANT REVENUE	-31,435.00	-32,530.83	1,095.83	-227,715.81	-212,029.00	-390,370.00	-45.69
70600 HUD PHA Operating Grants							
60-1-000-001-5126.000 HAP - Prairie S8	-6,287.00	-4,600.00	-1,687.00	-32,200.00	-38,976.00	-55,200.00	-29.39
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-6,287.00	-4,600.00	-1,687.00	-32,200.00	-38,976.00	-55,200.00	-29.39
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	0.00	0.00	0.00	
60-1-000-001-5410.025 Interest Inc - Sec Dep	-0.46	-0.42	-0.04	-2.94	-3.17	-5.00	-36.60
Total Line 71100	-0.46	-0.42	-0.04	-2.94	-3.17	-5.00	-36.60
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	-271.50	28.50	-1,900.50	-1,701.00	-3,258.00	-47.79
60-1-000-001-5900.000 Other Income	0.00	0.00	0.00	0.00	-389.00	0.00	
60-1-000-001-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71500	-243.00	-271.50	28.50	-1,900.50	-2,090.00	-3,258.00	-35.85
72000 Investment Income - Restricted							
60-1-000-001-5440.000 Rep Res Interest	0.00	-178.00	178.00	-1,246.00	-1,343.45	-2,136.00	-37.10
60-1-000-001-5450.000 Residual Res Int Inc	0.00	-4.50	4.50	-31.50	-2.73	-54.00	-94.94
Total Line 72000	0.00	-182.50	182.50	-1,277.50	-1,346.18	-2,190.00	-38.53
70000 TOTAL REVENUE	-37,965.46	-37,585.25	-380.21	-263,096.75	-254,444.35	-451,023.00	-43.59

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Knox County Housing Authority
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
60-1-000-001-6310.000 Admin Salaries	1,383.76	1,507.00	-123.24	10,549.00	6,750.72	18,084.00	-62.67
60-1-000-001-6330.000 Manager's Salaries	2,499.74	2,875.00	-375.26	20,125.00	18,885.65	34,500.00	-45.26
Total Line 91100	3,883.50	4,382.00	-498.50	30,674.00	25,636.37	52,584.00	-51.25
91200 Auditing Fees							
60-1-000-001-6350.000 Audit	0.00	650.00	-650.00	4,550.00	0.00	7,800.00	-100.00
Total Line 91200	0.00	650.00	-650.00	4,550.00	0.00	7,800.00	-100.00
91300 Management Fee							
60-1-000-001-6320.000 Management Fees	3,380.00	3,380.00	0.00	23,660.00	23,660.00	40,560.00	-41.67
Total Line 91300	3,380.00	3,380.00	0.00	23,660.00	23,660.00	40,560.00	-41.67
91310 Book-keeping Fee							
60-1-000-001-6351.000 Bookkeeping Fees	487.50	488.00	-0.50	3,416.00	3,412.50	5,856.00	-41.73
Total Line 91310	487.50	488.00	-0.50	3,416.00	3,412.50	5,856.00	-41.73
91400 Advertising & Marketing							
60-1-000-001-6210.000 Advertising	0.00	33.33	-33.33	233.31	0.00	400.00	-100.00
Total Line 91400	0.00	33.33	-33.33	233.31	0.00	400.00	-100.00
91500 Benefit Contributions - Admin							
60-1-000-001-6310.500 Admin Benefits	333.89	374.00	-40.11	2,618.00	1,660.04	4,488.00	-63.01
60-1-000-001-6330.500 Manager's Benefits	944.67	1,033.00	-88.33	7,231.00	6,781.04	12,396.00	-45.30
Total Line 91500	1,278.56	1,407.00	-128.44	9,849.00	8,441.08	16,884.00	-50.01
91600 Office Expense							
60-1-000-001-6250.000 Misc. Rent Expense	0.00	108.33	-108.33	758.31	378.01	1,300.00	-70.92
60-1-000-001-6311.000 Office Exp - PL	384.60	202.50	182.10	1,417.50	2,108.86	2,430.00	-13.22
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	97.55	116.67	-19.12	816.69	646.55	1,400.00	-53.82
60-1-000-001-6311.150 IT Support	148.75	166.67	-17.92	1,166.69	901.71	2,000.00	-54.91
60-1-000-001-6311.200 Office Furniture	0.00	16.67	-16.67	116.69	0.00	200.00	-100.00
Total Line 91600	630.90	610.84	20.06	4,275.88	4,035.13	7,330.00	-44.95
91700 Legal Expense							
60-1-000-001-6340.000 Legal	0.00	117.00	-117.00	819.00	0.00	1,404.00	-100.00
Total Line 91700	0.00	117.00	-117.00	819.00	0.00	1,404.00	-100.00
91800 Travel Expense							
60-1-000-001-6365.000 Travel - Staff	0.00	100.00	-100.00	700.00	259.47	1,200.00	-78.38
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	166.10	100.00	66.10	700.00	1,033.13	1,200.00	-13.91
Total Line 91800	166.10	200.00	-33.90	1,400.00	1,292.60	2,400.00	-46.14
91900 Other Expense							
60-1-000-001-6350.700 Mental Health Fee	130.00	780.00	-650.00	5,460.00	5,460.00	9,360.00	-41.67
60-1-000-001-6350.800 Participant Fee	1,560.00	780.00	780.00	5,460.00	5,460.00	9,360.00	-41.67
60-1-000-001-6352.500 Other Fee Exp	0.00	1.67	-1.67	11.69	0.00	20.00	-100.00
60-1-000-001-6360.000 Training - Staff	0.00	166.67	-166.67	1,166.69	437.50	2,000.00	-78.13
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	83.33	-83.33	583.31	0.00	1,000.00	-100.00
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	116.67	-116.67	816.69	0.00	1,400.00	-100.00
60-1-000-001-6390.000 Fee for Service Exp	21.63	45.83	-24.20	320.81	131.79	550.00	-76.04
60-1-000-001-6399.000 Other Administrative	1,599.55	0.00	1,599.55	0.00	2,524.35	0.00	
Total Line 91900	3,311.18	1,974.17	1,337.01	13,819.19	14,013.64	23,690.00	-40.85
91000 TOTAL OPERATING EXPENSE - Admin	13,137.74	13,242.34	-104.60	92,696.38	80,491.32	158,908.00	-49.35

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
UTILITIES							
93100 Water,200 Elect,300 Gas,600 Sewer							
60-1-000-001-6450.000 Utilities Electric	1,062.91	310.00	752.91	2,170.00	2,718.41	3,720.00	-26.92
60-1-000-001-6451.000 Utilities Water	1,369.65	1,035.00	334.65	7,245.00	7,680.52	12,420.00	-38.16
60-1-000-001-6452.000 Utilities Gas	220.09	140.00	80.09	980.00	749.67	1,680.00	-55.38
60-1-000-001-6453.000 Utilities Sewer	3,100.42	2,200.00	900.42	15,400.00	17,659.27	26,400.00	-33.11
Total Line 93100, 93200, 93300, 93600	5,753.07	3,685.00	2,068.07	25,795.00	28,807.87	44,220.00	-34.85
93000 TOTAL UTILITIES EXPENSES	5,753.07	3,685.00	2,068.07	25,795.00	28,807.87	44,220.00	-34.85
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-001-6510.000 Maintenance Salaries	3,892.80	4,141.67	-248.87	28,991.69	27,693.68	49,700.00	-44.28
60-1-000-001-6510.100 OT Maintenance	32.30	200.00	-167.70	1,400.00	337.85	2,400.00	-85.92
60-1-000-001-6510.200 Maint from Amps	0.00	166.67	-166.67	1,166.69	0.00	2,000.00	-100.00
Total Line 94100	3,925.10	4,508.34	-583.24	31,558.38	28,031.53	54,100.00	-48.19
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	157.86	185.00	-27.14	1,295.00	769.19	2,220.00	-65.35
60-1-000-001-6515.030 Snow Removal Supplies	0.00	58.33	-58.33	408.31	0.00	700.00	-100.00
60-1-000-001-6515.040 Roofing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6515.050 Lndscape/Grnd Supplies	0.00	450.00	-450.00	3,150.00	2,654.80	5,400.00	-50.84
60-1-000-001-6515.070 Electrical Supplies	390.74	100.00	290.74	700.00	613.85	1,200.00	-48.85
60-1-000-001-6515.080 Plumbing Supplies	235.65	656.67	-421.02	4,596.69	1,573.11	7,880.00	-80.04
60-1-000-001-6515.090 Extermination Supplies	0.00	25.00	-25.00	175.00	0.00	300.00	-100.00
60-1-000-001-6515.100 Janitorial Supplies	223.96	60.00	163.96	420.00	447.20	720.00	-37.89
60-1-000-001-6515.110 Routine Maint. Supplies	915.14	666.67	248.47	4,666.69	3,612.78	8,000.00	-54.84
60-1-000-001-6515.114 Painting Supplies - PL	35.88	185.00	-149.12	1,295.00	628.54	2,220.00	-71.69
60-1-000-001-6515.115 Refrigerators	0.00	275.00	-275.00	1,925.00	0.00	3,300.00	-100.00
60-1-000-001-6515.116 Stoves	0.00	225.00	-225.00	1,575.00	0.00	2,700.00	-100.00
60-1-000-001-6515.120 Other Misc. Supplies	0.00	83.33	-83.33	583.31	190.39	1,000.00	-80.96
60-1-000-001-6515.500 Small Tools/Equipment	0.00	33.33	-33.33	233.31	0.00	400.00	-100.00
Total Line 94200	1,959.23	3,003.33	-1,044.10	21,023.31	10,489.86	36,040.00	-70.89
94300 Maintenance - Contracts							
60-1-000-001-6520.010 Garbage/Trash Contract	648.55	725.00	-76.45	5,075.00	4,850.15	8,700.00	-44.25
60-1-000-001-6520.020 Heat/Cool Contract	389.32	375.00	14.32	2,625.00	1,464.90	4,500.00	-67.45
60-1-000-001-6520.030 Snow Removal Contract	0.00	166.67	-166.67	1,166.69	0.00	2,000.00	-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	1,341.67	-1,341.67	9,391.69	3,000.00	16,100.00	-81.37
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	16.67	-16.67	116.69	0.00	200.00	-100.00
60-1-000-001-6520.080 Plumbing Contract	0.00	550.00	-550.00	3,850.00	205.19	6,600.00	-96.89
60-1-000-001-6520.090 Extermin Contract	535.50	283.33	252.17	1,983.31	1,071.00	3,400.00	-68.50
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	40.62	75.00	-34.38	525.00	51.24	900.00	-94.31
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	1,118.33	-1,118.33	7,828.31	0.00	13,420.00	-100.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	1,333.33	-1,333.33	9,333.31	0.00	16,000.00	-100.00
Total Line 94300 - (sub acct)	1,613.99	5,985.00	-4,371.01	41,895.00	10,642.48	71,820.00	-85.18
94500 Maintenance - Ordinary/Benefits							
60-1-000-001-6510.500 Maint.Benefits	1,644.14	1,666.67	-22.53	11,666.69	11,612.33	20,000.00	-41.94
Total Line 94500	1,644.14	1,666.67	-22.53	11,666.69	11,612.33	20,000.00	-41.94
94000 TOTAL MAINTENANCE EXPENSES	9,142.46	15,163.34	-6,020.88	106,143.38	60,776.20	181,960.00	-66.60
TOTAL PROTECTIVE SERVICES EXPENSE							

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
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/Sec Labor Fee	650.00	780.00	-130.00	5,460.00	5,460.00	9,360.00	-41.67
60-1-000-001-6580.100 ADT Contract	103.83	98.00	5.83	686.00	685.49	1,176.00	-41.71
60-1-000-001-6580.500 Other Safety Contracts	0.00	30.00	-30.00	210.00	143.25	360.00	-60.21
Total Line 95200	753.83	908.00	-154.17	6,356.00	6,288.74	10,896.00	-42.28
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	753.83	908.00	-154.17	6,356.00	6,288.74	10,896.00	-42.28
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-001-6720.000 Prpoerty Insurance	1,563.36	1,250.00	313.36	8,750.00	10,943.52	15,000.00	-27.04
Total LIne 96110	1,563.36	1,250.00	313.36	8,750.00	10,943.52	15,000.00	-27.04
96120 Liability Insurance							
60-1-000-001-6721.000 Liability Insurance	160.03	165.00	-4.97	1,155.00	1,120.21	1,980.00	-43.42
Total Line 96120	160.03	165.00	-4.97	1,155.00	1,120.21	1,980.00	-43.42
96130 Workmen's Compensation							
60-1-000-001-6722.000 Work Comp Insurance	231.39	291.67	-60.28	2,041.69	1,619.73	3,500.00	-53.72
Total Line 96130	231.39	291.67	-60.28	2,041.69	1,619.73	3,500.00	-53.72
96140 All Other Insurance							
60-1-000-001-6720.500 Equipment Insurance	69.86	66.67	3.19	466.69	489.02	800.00	-38.87
60-1-000-001-6721.500 PE & PO Insuranace	85.77	91.00	-5.23	637.00	600.39	1,092.00	-45.02
60-1-000-001-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	155.63	157.67	-2.04	1,103.69	1,089.41	1,892.00	-42.42
96100 TOTAL INSURANCE PREMIUMS EXP	2,110.41	1,864.34	246.07	13,050.38	14,772.87	22,372.00	-33.97
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	0.00	
Total Line 96210	0.00	0.00	0.00	0.00	0.00	0.00	
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-001-6710.000 PILOT - Real Estate Tax	1,868.25	1,440.25	428.00	10,081.75	11,040.76	17,283.00	-36.12
Total Line 96300	1,868.25	1,440.25	428.00	10,081.75	11,040.76	17,283.00	-36.12
96400 Bad Debt - Tenant Rents							
60-1-000-001-6370.000 Bad Debt	927.76	87.50	840.26	612.50	1,194.57	1,050.00	13.77
Total Line 96400	927.76	87.50	840.26	612.50	1,194.57	1,050.00	13.77
96000 TOTAL OTHER GENERAL EXPENSES	2,796.01	1,527.75	1,268.26	10,694.25	12,235.33	18,333.00	-33.26
INTEREST & AMORTIZATION EXPENSE							
96710 Interest of Mortgage/Bond Payable							
60-1-000-001-6810.000 Interest Exp Payable	1,249.64	1,500.00	-250.36	10,500.00	9,212.46	18,000.00	-48.82
60-1-000-001-6860.000 Sec Dep Int	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96710	1,249.64	1,500.00	-250.36	10,500.00	9,212.46	18,000.00	-48.82
96700 TOTAL INTEREST EXP & AMORT	1,249.64	1,500.00	-250.36	10,500.00	9,212.46	18,000.00	-48.82
96900 TOTAL OPERATING EXPENSE	34,943.16	37,890.77	-2,947.61	265,235.39	212,584.79	454,689.00	-53.25
97000 NET REVENUE/EXPENSE (GAIN/-LOSS)	-3,022.30	305.52	-3,327.82	2,138.64	-41,859.56	3,666.00	-1,241.83

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
MISCELLANEOUS EXPENSE							
97100 Extraordinary Maintenance							
60-1-000-001-6910.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6910.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6910.030 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							
60-1-000-001-6920.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6920.020 Casualty Material	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6920.030 Casualty Contract	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							
60-1-000-001-6600.000 Depreciation Exp - PL	7,235.00	7,210.50	24.50	50,473.50	50,645.00	86,526.00	-41.47
Total Line 97400	7,235.00	7,210.50	24.50	50,473.50	50,645.00	86,526.00	-41.47
TOTAL MISCELLANEOUS EXPENSES	7,235.00	7,210.50	24.50	50,473.50	50,645.00	86,526.00	-41.47
90000 TOTAL EXPENSES	42,178.16	45,101.27	-2,923.11	315,708.89	263,229.79	541,215.00	-51.36
OTHER FINANCING SOURCES (USES)							
10093 Xfers							
60-1-000-001-9111.000 Xfers In from Amps	0.00	-1,814.83	1,814.83	-12,703.81	0.00	-21,778.00	-100.00
Total Line 10093	0.00	-1,814.83	1,814.83	-12,703.81	0.00	-21,778.00	-100.00
10094							
60-1-000-001-9111.100 Xfers Out from Amps	0.00	1,666.67	-1,666.67	11,666.69	0.00	20,000.00	-100.00
Total Line 10094	0.00	1,666.67	-1,666.67	11,666.69	0.00	20,000.00	-100.00
10100 TOTAL OTHER FINANCING SOURCES	0.00	-148.16	148.16	-1,037.12	0.00	-1,778.00	-100.00
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	4,212.70	7,219.70	-3,007.00	50,537.90	8,785.44	86,636.00	-89.86

MEMO ACCOUNT INFORMATION

11020 Req'd Annual Debt Principal Pmts							
Total 2130.000 accts on BS's	0.00	0.00	0.00	0.00	0.00	0.00	

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total PUM (including Port Outs)	280.00	280.00	0.00	1,960.00	1,960.00	3,360.00	0.00
ADMIN REVENUE							
ADMIN OPERATING INCOME							
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Sub - Cur Yr	-13,740.00	-12,496.17	-1,243.83	-87,473.19	-98,383.00	-149,954.00	-34.39
Total Admin Fee Subsidy	-13,740.00	-12,496.17	-1,243.83	-87,473.19	-98,383.00	-149,954.00	-34.39
Interest Income							
30-1-000-000-3300.000 Int Reserve	-8.34	-5.00	-3.34	-35.00	-45.61	-60.00	-23.98
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	-8.34	-5.00	-3.34	-35.00	-45.61	-60.00	-23.98
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	-140.00	140.00	-980.00	-2,376.00	-1,680.00	41.43
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	-140.00	140.00	-980.00	-2,376.00	-1,680.00	41.43
TOTAL ADMIN OPERATING INCOME	-13,748.34	-12,641.17	-1,107.17	-88,488.19	-100,804.61	-151,694.00	-33.55
ADMIN EXPENSES							
ADMIN OPERATING EXPENSE							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	7,812.63	9,266.00	-1,453.37	64,862.00	57,723.07	111,192.00	-48.09
Total Admin Salaries	7,812.63	9,266.00	-1,453.37	64,862.00	57,723.07	111,192.00	-48.09
Audit Fee Expense							
30-1-000-000-4171.000 Audit Fee	0.00	200.00	-200.00	1,400.00	0.00	2,400.00	-100.00
Total Audit Fee Expense	0.00	200.00	-200.00	1,400.00	0.00	2,400.00	-100.00
Fee Expense							
30-1-000-000-4120.100 Management Fees	2,484.00	2,460.00	24.00	17,220.00	17,316.00	29,520.00	-41.34
30-1-000-000-4120.300 Bookkeep. Fees	1,552.50	1,538.00	14.50	10,766.00	10,822.50	18,456.00	-41.36
Total Fees Expense	4,036.50	3,998.00	38.50	27,986.00	28,138.50	47,976.00	-41.35
Benefit Contribution Expense							
30-1-000-000-4110.500 Emp Benefit - Admin	4,106.42	3,713.00	393.42	25,991.00	29,622.73	44,556.00	-33.52
Total Benefit Contribution Exp	4,106.42	3,713.00	393.42	25,991.00	29,622.73	44,556.00	-33.52
Office Expense							
30-1-000-000-4180.000 Telephone	107.98	96.17	11.81	673.19	755.20	1,154.00	-34.56
30-1-000-000-4190.100 Postage	168.75	166.67	2.08	1,166.69	1,227.81	2,000.00	-38.61
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	0.00	25.00	-25.00	175.00	113.80	300.00	-62.07
30-1-000-000-4190.401 Printing Supplies	0.00	16.67	-16.67	116.69	0.00	200.00	-100.00
30-1-000-000-4190.550 Computers	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.850 IT Support	950.00	41.67	908.33	291.69	1,268.00	500.00	153.60
Total Office Expense	1,226.73	346.18	880.55	2,423.26	3,364.81	4,154.00	-19.00

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Knox County Housing Authority
FDS Income Statement - HCV (ADMIN & HAP)
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Legal & Travel Expense							
30-1-000-000-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4150.000 Travel - Staff	0.00	100.00	-100.00	700.00	829.45	1,200.00	-30.88
Total Legal & Travel Expense	0.00	100.00	-100.00	700.00	829.45	1,200.00	-30.88
Other Expense							
30-1-000-000-4120.400 Fee for Service Fee	16.00	16.00	0.00	112.00	113.00	192.00	-41.15
30-1-000-000-4120.700 Mental Health Fee	0.00	0.00	0.00	0.00	280.00	0.00	
30-1-000-000-4140.000 Training - Staff	0.00	166.67	-166.67	1,166.69	814.00	2,000.00	-59.30
30-1-000-000-4160.000 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4160.300 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.000 Other Sundry	0.00	166.67	-166.67	1,166.69	126.47	2,000.00	-93.68
30-1-000-000-4190.200 Inspection Exp	0.00	416.67	-416.67	2,916.69	0.00	5,000.00	-100.00
30-1-000-000-4190.700 Member Dues/Fees	0.00	83.33	-83.33	583.31	0.00	1,000.00	-100.00
30-1-000-000-4190.950 Background Verification	0.00	20.83	-20.83	145.81	2,887.57	250.00	1,055.03
30-1-000-000-4480.006 Safety/Security Labor Fee	0.00	0.00	0.00	0.00	-280.00	0.00	
30-1-000-000-4480.100 ADT Contract	35.99	35.92	0.07	251.44	251.93	431.00	-41.55
Total Other Expense	51.99	906.09	-854.10	6,342.63	4,192.97	10,873.00	-61.44
Maintenance Expense							
30-1-000-000-4420.126 Vehicle Supplies	0.00	8.33	-8.33	58.31	127.13	100.00	27.13
30-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance Expense	0.00	8.33	-8.33	58.31	127.13	100.00	27.13
TOTAL ADMIN EXPENSE	17,234.27	18,537.60	-1,303.33	129,763.20	123,998.66	222,451.00	-44.26
Insurance Premiums Expense							
30-1-000-000-4510.025 PE & PO Insurance	103.02	55.00	48.02	385.00	721.14	660.00	9.26
30-1-000-000-4510.030 Work Comp Insurance	176.73	200.00	-23.27	1,400.00	1,237.11	2,400.00	-48.45
30-1-000-000-4510.035 Auto Insurance	50.00	51.00	-1.00	357.00	350.00	612.00	-42.81
Total Insurance Premium Expenses	329.75	306.00	23.75	2,142.00	2,308.25	3,672.00	-37.14
TOTAL INSURANCE EXPENSE	329.75	306.00	23.75	2,142.00	2,308.25	3,672.00	-37.14
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	0.00	0.00	0.00	0.00	-1,138.79	0.00	
30-1-000-000-4580.000 Sec Dep Pmt Exp	0.00	0.00	0.00	0.00	694.00	0.00	
30-1-000-000-4590.010 Admin Gen Exp-Port	86.20	250.00	-163.80	1,750.00	913.11	3,000.00	-69.56
Total General Expense	86.20	250.00	-163.80	1,750.00	468.32	3,000.00	-84.39
TOTAL GENERAL EXPENSE	86.20	250.00	-163.80	1,750.00	468.32	3,000.00	-84.39
TOTAL EXPENSES - ADMIN	17,650.22	19,093.60	-1,443.38	133,655.20	126,775.23	229,123.00	-44.67
ADMIN (Profit)/Loss	3,901.88	6,452.43	-2,550.55	45,167.01	25,970.62	77,429.00	-66.46
<u>MISCELLANEOUS EXPENSE</u>							
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	464.00	465.00	-1.00	3,255.00	3,248.00	5,580.00	-41.79
Total Depreciation Expense	464.00	465.00	-1.00	3,255.00	3,248.00	5,580.00	-41.79
TOTAL MISC EXPENSE	464.00	465.00	-1.00	3,255.00	3,248.00	5,580.00	-41.79
TOTAL ADMIN EXPENSES w/ DEPR EXP	18,114.22	19,558.60	-1,444.38	136,910.20	129,329.23	234,703.00	-44.90
ADMIN (Profit)/Loss w/ Depreciation	4,365.88	6,917.43	-2,551.55	48,422.01	29,218.62	83,009.00	-64.80
HAP REVENUE							

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Knox County Housing Authority
FDS Income Statement - HCV (ADMIN & HAP)
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
HAP Income							
30-1-000-000-3300.200 Fraud Recovery - HAP	0.00	-140.00	140.00	-980.00	-2,376.00	-1,680.00	41.43
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	-91,159.00	-88,348.33	-2,810.67	-618,438.31	-617,022.00	-1,060,180.00	-41.80
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-91,159.00	-88,488.33	-2,670.67	-619,418.31	-619,398.00	-1,061,860.00	-41.67
TOTAL HAP INCOME	-91,159.00	-88,488.33	-2,670.67	-619,418.31	-619,398.00	-1,061,860.00	-41.67
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP Tenant Pmts	80,219.00	76,875.00	3,344.00	538,125.00	568,995.00	922,500.00	-38.32
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	2,005.00	108.33	1,896.67	758.31	16,676.00	1,300.00	1,182.77
30-1-000-000-4715.050 HAP Homeownership	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.070 HAP Port Out Pmts	1,853.00	6,000.00	-4,147.00	42,000.00	21,791.00	72,000.00	-69.73
Total HAP Expenses	84,077.00	82,983.33	1,093.67	580,883.31	607,462.00	995,800.00	-39.00
TOTAL HAP EXPENSE	84,077.00	82,983.33	1,093.67	580,883.31	607,462.00	995,800.00	-39.00
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	0.00	24.17	-24.17	169.19	208.01	290.00	-28.27
Total General HAP Expenses	0.00	24.17	-24.17	169.19	208.01	290.00	-28.27
TOTAL GENERAL HAP EXPENSES	0.00	24.17	-24.17	169.19	208.01	290.00	-28.27
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	84,077.00	83,007.50	1,069.50	581,052.50	607,670.01	996,090.00	-38.99
Remaining HAP (to)/from Reserve	-7,082.00	-5,480.83	-1,601.17	-38,365.81	-11,727.99	-65,770.00	-82.17

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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
October, 2024

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total PUM (including Port Outs)	15.00	0.00	0.00	0.00	105.00	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	-4,507.00	-4,507.08	0.08	-31,549.56	-42,502.00	-54,085.00	-21.42
Total HAP Income	-4,507.00	-4,507.08	0.08	-31,549.56	-42,502.00	-54,085.00	-21.42
TOTAL HAP INCOME	-4,507.00	-4,507.08	0.08	-31,549.56	-42,502.00	-54,085.00	-21.42
<u>EHV - HAP EXPENSE</u>							
HAP Expenses							
30-1-000-001-4715.010 EHV HAP Tenant Pmts	5,062.00	4,000.00	1,062.00	28,000.00	35,564.00	48,000.00	-25.91
30-1-000-001-4715.040 EHV HAP Utility Pmts	169.00	507.08	-338.08	3,549.56	2,361.00	6,085.00	-61.20
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	5,231.00	4,507.08	723.92	31,549.56	37,925.00	54,085.00	-29.88
TOTAL HAP EXPENSE	5,231.00	4,507.08	723.92	31,549.56	37,925.00	54,085.00	-29.88
EHV HAP (to)/from Reserve	724.00	0.00	724.00	0.00	-4,577.00	0.00	

EHV - ADMIN INCOME STATEMENT

ADMIN INCOME - EHV

EHV - ADMIN INCOME

Admin Fee Subsidy							
30-1-000-001-8026.500 EHV Ongo Admin Sub	-653.00	-1,363.83	710.83	-9,546.81	-3,530.00	-16,366.00	-78.43
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	0.00	0.00	
30-1-000-001-8026.504 EHV Issuance Fee Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Admin Fee Subsidy	-653.00	-1,363.83	710.83	-9,546.81	-3,530.00	-16,366.00	-78.43
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	-653.00	-1,363.83	710.83	-9,546.81	-3,530.00	-16,366.00	-78.43

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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
October, 2024

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	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	0.00	0.00	
Total Preliminary Fee Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PRELIMINARY FEE EXPENSES	0.00	0.00	0.00	0.00	0.00	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	78.75	158.33	-79.58	1,108.31	564.40	1,900.00	-70.29
30-1-000-001-4110.200 Admin Exp - Amps	0.00	125.00	-125.00	875.00	0.00	1,500.00	-100.00
30-1-000-001-4110.500 EHV Emp Benefit Exp	46.65	100.00	-53.35	700.00	334.35	1,200.00	-72.14
30-1-000-001-4120.100 EHV Management Fee	108.00	132.00	-24.00	924.00	780.00	1,584.00	-50.76
30-1-000-001-4120.300 EHV Bookkeeping Fee	67.50	82.50	-15.00	577.50	487.50	990.00	-50.76
30-1-000-001-4130.200 EHV Other Ongoing	60.00	0.00	60.00	0.00	600.00	0.00	
Total Ongoing Admin Expenses	360.90	597.83	-236.93	4,184.81	2,766.25	7,174.00	-61.44
TOTAL ONGOING ADMIN EXPENSES	360.90	597.83	-236.93	4,184.81	2,766.25	7,174.00	-61.44
<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	0.00	0.00	
Total Security/Utility/Holding Deposits	0.00	0.00	0.00	0.00	0.00	0.00	
Owner Incentive Expense							
30-1-000-001-4130.320 EHV Owner Incentive Exp	0.00	0.00	0.00	0.00	0.00	0.00	
Total Owner Incentive Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
Other Eligible Expenses							
30-1-000-001-4130.330 EHV Other Service Exp	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Eligible Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL SERVICE FEE EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EHV ADMIN EXPENSES	360.90	597.83	-236.93	4,184.81	2,766.25	7,174.00	-61.44
EHV ADMINI (Profit)/Loss	-292.10	-766.00	473.90	-5,362.00	-763.75	-9,192.00	-91.69

Knox County Housing Authority
BOARD - COCC CASH FLOW STATEMENT
October 31, 2024

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
COCC - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	131,674.79	165,090.42	-33,415.63	1,017,968.21	1,981,085.00	-48.62
TOTAL OPERATING INCOME	<u>131,674.79</u>	<u>165,090.42</u>	<u>-33,415.63</u>	<u>1,017,968.21</u>	<u>1,981,085.00</u>	<u>-48.62</u>
OPERATING EXPENSE						
Total Administration Expenses	71,917.79	84,924.18	-13,006.39	530,924.39	1,019,090.00	-47.90
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	860.59	625.00	235.59	7,256.12	7,500.00	-3.25
Total Maintenance Expenses	58,869.40	64,067.00	-5,197.60	414,312.84	768,804.00	-46.11
Total Protective Expenses	6,594.21	7,260.33	-666.12	47,191.22	87,124.00	-45.83
General Expenses	3,469.46	3,918.67	-449.21	24,286.22	47,024.00	-48.35
TOTAL ROUTINE OPERATING EXPENSES	<u>141,711.45</u>	<u>160,795.18</u>	<u>-19,083.73</u>	<u>1,023,970.79</u>	<u>1,929,542.00</u>	<u>-46.93</u>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	<u>141,711.45</u>	<u>160,795.18</u>	<u>-19,083.73</u>	<u>1,023,970.79</u>	<u>1,929,542.00</u>	<u>-46.93</u>
NET REVENUE/-EXPENSE PROFIT/-LOSS	<u>-10,036.66</u>	<u>4,295.24</u>	<u>-14,331.90</u>	<u>-6,002.58</u>	<u>51,543.00</u>	<u>-111.65</u>
Total Depreciation Expense	760.50	1,000.00	-239.50	5,323.50	12,000.00	-55.64
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-10,797.16</u>	<u>3,295.24</u>	<u>-14,092.40</u>	<u>-11,326.08</u>	<u>39,543.00</u>	<u>-128.64</u>

Knox County Housing Authority
BOARD - AMP001 CASH FLOW STATEMENT
October 31, 2024

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	86,954.08	97,148.41	-10,194.33	679,340.30	1,165,781.00	-41.73
TOTAL OPERATING INCOME	86,954.08	97,148.41	-10,194.33	679,340.30	1,165,781.00	-41.73
OPERATING EXPENSE						
Total Administration Expenses	30,569.55	33,137.15	-2,567.60	221,250.54	397,646.00	-44.36
Total Tenant Service Expenses	85.00	316.66	-231.66	1,176.32	3,800.00	-69.04
Total Utility Expenses	11,221.11	14,291.66	-3,070.55	59,867.99	171,500.00	-65.09
Total Maintenance Expenses	45,133.74	41,955.33	3,178.41	329,412.00	503,464.00	-34.57
Total Protective Service Expenses	3,397.36	3,115.67	281.69	18,578.43	37,388.00	-50.31
General Expenses	12,315.62	9,822.25	2,493.37	74,713.82	117,867.00	-36.61
TOTAL ROUTINE OPERATING EXPENSES	102,722.38	102,638.72	83.66	704,999.10	1,231,665.00	-42.76
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	102,722.38	102,638.72	83.66	704,999.10	1,231,665.00	-42.76
NET REVENUE/EXPENSE PROFIT/-LOSS	-15,768.30	-5,490.31	-10,277.99	-25,658.80	-65,884.00	-61.05
Total Depreciation Expense	10,107.00	13,750.00	-3,643.00	70,749.00	165,000.00	-57.12
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-25,875.30	-19,240.31	-6,634.99	-96,407.80	-230,884.00	-58.24

Knox County Housing Authority
BOARD - AMP002 CASH FLOW STATEMENT
October 31, 2024

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
FAMILY - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	104,998.31	119,804.00	-14,805.69	793,220.31	1,437,648.00	-44.83
TOTAL OPERATING INCOME	<u>104,998.31</u>	<u>119,804.00</u>	<u>-14,805.69</u>	<u>793,220.31</u>	<u>1,437,648.00</u>	<u>-44.83</u>
OPERATING EXPENSE						
Total Administration Expenses	34,827.53	39,371.33	-4,543.80	245,229.64	472,456.00	-48.09
Total Tenant Service Expenses	2,312.87	150.00	2,162.87	5,507.00	1,800.00	205.94
Total Utility Expenses	1,640.26	2,766.67	-1,126.41	8,235.36	33,200.00	-75.19
Total Maintenance Expenses	47,397.21	62,642.17	-15,244.96	399,019.10	751,706.00	-46.92
Total Protective Service Expenses	3,282.55	3,701.67	-419.12	19,914.74	44,420.00	-55.17
General Expenses	13,969.16	8,611.83	5,357.33	72,866.74	103,342.00	-29.49
TOTAL ROUTINE OPERATING EXPENSES	<u>103,429.58</u>	<u>117,243.67</u>	<u>-13,814.09</u>	<u>750,772.58</u>	<u>1,406,924.00</u>	<u>-46.64</u>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	<u>103,429.58</u>	<u>117,243.67</u>	<u>-13,814.09</u>	<u>750,772.58</u>	<u>1,406,924.00</u>	<u>-46.64</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>1,568.73</u>	<u>2,560.33</u>	<u>-991.60</u>	<u>42,447.73</u>	<u>30,724.00</u>	<u>38.16</u>
Total Depreciation Expense	22,203.00	31,250.00	-9,047.00	155,421.00	375,000.00	-58.55
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-20,634.27</u>	<u>-28,689.67</u>	<u>8,055.40</u>	<u>-112,973.27</u>	<u>-344,276.00</u>	<u>-67.19</u>

Knox County Housing Authority
BOARD - AMP003 CASH FLOW STATEMENT
October 31, 2024

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
BLUEBELL - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	25,577.40	28,357.57	-2,780.17	186,350.99	340,291.00	-45.24
TOTAL OPERATING INCOME	<u>25,577.40</u>	<u>28,357.57</u>	<u>-2,780.17</u>	<u>186,350.99</u>	<u>340,291.00</u>	<u>-45.24</u>
OPERATING EXPENSE						
Total Administration Expenses	9,117.97	10,491.08	-1,373.11	65,880.83	125,893.00	-47.67
Total Tenant Service Expenses	0.00	500.00	-500.00	66.45	6,000.00	-98.89
Total Utility Expenses	709.34	3,083.34	-2,374.00	10,158.80	37,000.00	-72.54
Total Maintenance Expenses	11,158.56	16,253.48	-5,094.92	59,685.52	195,042.00	-69.40
Total Protective Service Expenses	1,717.20	993.33	723.87	8,881.26	11,920.00	-25.49
General Expenses	2,690.33	3,056.25	-365.92	23,092.34	36,675.00	-37.04
TOTAL ROUTINE OPERATING EXPENSES	<u>25,393.40</u>	<u>34,377.48</u>	<u>-8,984.08</u>	<u>167,765.20</u>	<u>412,530.00</u>	<u>-59.33</u>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	<u>25,393.40</u>	<u>34,377.48</u>	<u>-8,984.08</u>	<u>167,765.20</u>	<u>412,530.00</u>	<u>-59.33</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>184.00</u>	<u>-6,019.91</u>	<u>6,203.91</u>	<u>18,585.79</u>	<u>-72,239.00</u>	<u>-125.73</u>
Total Depreciation Expense	3,575.00	0.00	3,575.00	25,025.00	0.00	
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-3,391.00</u>	<u>-6,019.91</u>	<u>2,628.91</u>	<u>-6,439.21</u>	<u>-72,239.00</u>	<u>-91.09</u>

Knox County Housing Authority
BOARD - HCV CASH FLOW STATEMENT
October 31, 2024

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	13,748.34	12,641.17	1,107.17	100,804.61	151,694.00	-33.55
TOTAL ADMIN OPERATING INCOME	13,748.34	12,641.17	1,107.17	100,804.61	151,694.00	-33.55
OPERATING EXPENSES						
Total Admin Expenses	13,145.78	14,279.35	-1,133.57	95,368.10	171,352.00	-44.34
Total Fees Expenses	4,052.50	4,214.00	-161.50	28,531.50	50,568.00	-43.58
Total General Expenses	451.94	600.25	-148.31	2,181.63	7,203.00	-69.71
TOTAL OPERATING EXPENSES	17,650.22	19,093.60	-1,443.38	126,081.23	229,123.00	-44.97
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	17,650.22	19,093.60	-1,443.38	126,081.23	229,123.00	-44.97
NET REVENUE PROFIT/-LOSS	-3,901.88	-6,452.43	2,550.55	-25,276.62	-77,429.00	-67.36
Total Depreciation Expense	464.00	465.00	-1.00	3,248.00	5,580.00	-41.79
NET REVENUE w/Deprecitation PROFIT/-LOSS	-4,365.88	-6,917.43	2,551.55	-28,524.62	-83,009.00	-65.64

HAP - OPERATING STATEMENT

HAP INCOME						
Total Income	91,159.00	88,488.33	2,670.67	619,398.00	1,061,860.00	-41.67
TOTAL HAP INCOME	91,159.00	88,488.33	2,670.67	619,398.00	1,061,860.00	-41.67
HAP EXPENSES						
Total HAP Expenses	84,077.00	82,983.33	1,093.67	607,462.00	995,800.00	-39.00
Total General HAP Expenses	0.00	24.17	-24.17	208.01	290.00	-28.27
TOTAL HAP EXPENSES	84,077.00	83,007.50	1,069.50	607,670.01	996,090.00	-38.99
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
REMAINING HAP from RESERVE +/-LOSS	7,082.00	5,480.83	1,601.17	11,727.99	65,770.00	-82.17

Knox County Housing Authority
BOARD - BRENTWOOD CASH FLOW STATEMENT
October 31, 2024

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
BRENTWOOD - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	43,592.02	42,038.66	1,553.36	279,360.96	504,464.00	-44.62
TOTAL OPERATING INCOME	<u>43,592.02</u>	<u>42,038.66</u>	<u>1,553.36</u>	<u>279,360.96</u>	<u>504,464.00</u>	<u>-44.62</u>
OPERATING EXPENSE						
Total Administration Expenses	8,778.57	9,339.68	-561.11	54,264.79	112,076.00	-51.58
Total Fee Expenses	4,224.50	4,285.67	-61.17	29,631.00	51,428.00	-42.38
Total Utilities Expenses	4,300.86	3,250.00	1,050.86	28,253.66	39,000.00	-27.55
Total Maintenance Expenses	12,251.51	18,374.45	-6,122.94	73,295.34	220,493.00	-66.76
Total Taxes & Insurance Expense	4,167.66	4,542.09	-374.43	27,006.78	54,505.00	-50.45
Total Financial Expenses	1,249.64	1,440.00	-190.36	9,212.50	17,280.00	-46.69
TOTAL ROUTINE OPERATING EXPENSE	<u>34,972.74</u>	<u>41,231.89</u>	<u>-6,259.15</u>	<u>221,664.07</u>	<u>494,782.00</u>	<u>-55.20</u>
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	
TOTAL ALL EXPENSES BEFORE DEPRECIATION	<u>34,972.74</u>	<u>41,231.89</u>	<u>-6,259.15</u>	<u>221,664.07</u>	<u>494,782.00</u>	<u>-55.20</u>
NET REVENUE PROFIT/-LOSS	<u>8,619.28</u>	<u>806.77</u>	<u>7,812.51</u>	<u>57,696.89</u>	<u>9,682.00</u>	<u>495.92</u>
Total Depreciation Expense	9,873.00	8,333.33	1,539.67	69,111.00	100,000.00	-30.89
NET REVENUE w/Depreciation PROFIT/-LOSS	<u>-1,253.72</u>	<u>-7,526.56</u>	<u>6,272.84</u>	<u>-11,414.11</u>	<u>-90,318.00</u>	<u>-87.36</u>

Knox County Housing Authority
BOARD - PRAIRIELAND CASH FLOW STATEMENT
October 31, 2024

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
PRAIRIELAND - OPERATING STATEMENT						
OPERATING INCOME						
Total Opetating Income	37,965.46	37,585.25	380.21	254,444.35	451,023.00	-43.59
TOTAL OPERATING INCOME	<u>37,965.46</u>	<u>37,585.25</u>	<u>380.21</u>	<u>254,444.35</u>	<u>451,023.00</u>	<u>-43.59</u>
OPERATING EXPENSE						
Total Administration Expenses	10,198.00	9,460.17	737.83	54,613.39	113,522.00	-51.89
Total Fee Expenses	3,867.50	3,869.67	-2.17	27,072.50	46,436.00	-41.70
Total Utilities Expenses	5,753.07	3,685.00	2,068.07	28,807.87	44,220.00	-34.85
Total Maintenance Expenses	9,896.29	16,071.34	-6,175.05	67,064.94	192,856.00	-65.23
Total Taxes & Insurance Expense	3,978.66	3,304.59	674.07	25,813.63	39,655.00	-34.90
Total Financial Expenses	1,249.64	1,500.00	-250.36	9,212.46	18,000.00	-48.82
TOTAL ROUTINE OPERATING EXPENSE	<u>34,943.16</u>	<u>37,890.77</u>	<u>-2,947.61</u>	<u>212,584.79</u>	<u>454,689.00</u>	<u>-53.25</u>
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	-1,814.83	1,814.83	0.00	-21,778.00	-100.00
TOTAL ALL EXPENSES BEFORE DEPRECIATION	<u>34,943.16</u>	<u>36,075.94</u>	<u>-1,132.78</u>	<u>212,584.79</u>	<u>432,911.00</u>	<u>-50.89</u>
NET REVENUE PROFIT/-LOSS	<u>3,022.30</u>	<u>1,509.31</u>	<u>1,512.99</u>	<u>41,859.56</u>	<u>18,112.00</u>	<u>131.12</u>
Total Depreciation Expense	7,235.00	7,210.50	24.50	50,645.00	86,526.00	-41.47
NET REVENUE w/Depreciation PROFIT/-LOSS	<u>-4,212.70</u>	<u>-5,701.19</u>	<u>1,488.49</u>	<u>-8,785.44</u>	<u>-68,414.00</u>	<u>-87.16</u>

Knox County Housing Authority
BOARD - LOW RENT CASH FLOW STATEMENT
October 31, 2024

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	348,904.58	389,525.40	-40,620.82	2,623,622.58	4,674,305.00	-43.87
TOTAL OPERATING INCOME	<u>348,904.58</u>	<u>389,525.40</u>	<u>-40,620.82</u>	<u>2,623,622.58</u>	<u>4,674,305.00</u>	<u>-43.87</u>
OPERATING EXPENSE						
Total Administration Expenses	129,233.22	147,048.74	-17,815.52	952,990.11	1,764,585.00	-45.99
Total Tenant Service Expenses	2,397.87	966.66	1,431.21	6,749.77	11,600.00	-41.81
Total Utility Expenses	14,150.99	20,766.67	-6,615.68	80,731.37	249,200.00	-67.60
Total Maintenance Expenses	162,558.91	184,917.98	-22,359.07	1,202,429.46	2,219,016.00	-45.81
Total Protective Service Expenses	14,991.32	15,071.00	-79.68	94,300.70	180,852.00	-47.86
General Expenses	32,444.57	25,409.00	7,035.57	194,959.12	304,908.00	-36.06
TOTAL ROUTINE OPERATING EXPENSES	<u>355,776.88</u>	<u>394,180.05</u>	<u>-38,403.17</u>	<u>2,532,160.53</u>	<u>4,730,161.00</u>	<u>-46.47</u>
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	<u>355,776.88</u>	<u>394,180.05</u>	<u>-38,403.17</u>	<u>2,532,160.53</u>	<u>4,730,161.00</u>	<u>-46.47</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>-6,872.30</u>	<u>-4,654.65</u>	<u>-2,217.65</u>	<u>91,462.05</u>	<u>-55,856.00</u>	<u>-263.75</u>
Total Depreciation Expense	36,645.50	46,000.00	-9,354.50	256,518.50	552,000.00	-53.53
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-43,517.80</u>	<u>-50,654.65</u>	<u>7,136.85</u>	<u>-165,056.45</u>	<u>-607,856.00</u>	<u>-72.85</u>

Knox County Housing Authority
BOARD - AHP CASH FLOW STATEMENT
October 31, 2024

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	81,557.48	79,623.91	1,933.57	533,805.31	955,487.00	-44.13
TOTAL OPERATING INCOME	81,557.48	79,623.91	1,933.57	533,805.31	955,487.00	-44.13
OPERATING EXPENSE						
Total Administration Expenses	18,976.57	18,799.85	176.72	108,878.18	225,598.00	-51.74
Total Fee Expenses	8,092.00	8,155.34	-63.34	56,703.50	97,864.00	-42.06
Total Utilities Expenses	10,053.93	6,935.00	3,118.93	57,061.53	83,220.00	-31.43
Total Maintenance Expenses	22,147.80	34,445.79	-12,297.99	140,360.28	413,349.00	-66.04
Total Taxes & Insurance Expense	8,146.32	7,846.68	299.64	52,820.41	94,160.00	-43.90
Total Financial Expenses	2,499.28	2,940.00	-440.72	18,424.96	35,280.00	-47.78
TOTAL ROUTINE OPERATING EXPENSE	69,915.90	79,122.66	-9,206.76	434,248.86	949,471.00	-54.26
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	-1,814.83	1,814.83	0.00	-21,778.00	-100.00
TOTAL ALL EXPENSES BEFORE DEPRECIATION	69,915.90	77,307.83	-7,391.93	434,248.86	927,693.00	-53.19
NET REVENUE PROFIT/-LOSS	11,641.58	2,316.08	9,325.50	99,556.45	27,794.00	258.19
Total Depreciation Expense	17,108.00	15,543.83	1,564.17	119,756.00	186,526.00	-35.80
NET REVENUE w/Depreciation PROFIT/-LOSS	-5,466.42	-13,227.75	7,761.33	-20,199.55	-158,732.00	-87.27

Knox County Housing Authority
CLAIMS REPORT - LOW RENT
October, 2024

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	10,582.98	9,663.70	919.28	77,559.15
Employee W/H Payments	0.00	0.00	0.00	0.00
Fee Expenses	20,876.22	18,150.42	2,725.80	148,260.28
Administrative Expenses	1,339.35	2,355.60	-1,016.25	11,071.69
Tenant Services	85.00	55.21	29.79	1,176.32
Utilities	11,221.11	11,337.83	-116.72	59,867.99
Maint/Protective Serv - Supplies/Conts	45,208.41	24,405.75	20,802.66	324,707.63
Mileage	0.00	0.00	0.00	0.00
Insurance & General Expenses	12,315.62	10,159.04	2,156.58	74,713.82
Non-Routine Expense	0.00	0.00	0.00	0.00
TOTAL MOON TOWERS CLAIMS	101,628.69	76,127.55	25,501.14	697,356.88
AMP002 - FAMILY				
Salaries	12,103.56	9,244.08	2,859.48	85,759.17
Employee W/H Payments	0.00	0.00	0.00	0.00
Fee Expenses	23,053.59	20,304.24	2,749.35	163,401.66
Administrative Expenses	2,178.00	5,735.46	-3,557.46	13,664.47
Tenant Services	2,312.87	67.06	2,245.81	5,507.00
Utilities	1,640.26	1,894.38	-254.12	8,235.36
Maint/Protective Serv - Supplies/Conts	44,054.89	62,537.57	-18,482.68	387,539.95
Mileage	0.00	27.78	-27.78	0.00
Insurance & General Expenses	13,969.16	1,063.49	12,905.67	72,866.74
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	99,312.33	100,874.06	-1,561.73	736,974.35
AMP003 - BLUEBELL				
Salaries	3,024.97	1,073.78	1,951.19	21,988.47
Employee W/H Payments	0.00	0.00	0.00	0.00
Fee Expenses	6,063.95	5,354.59	709.36	42,713.77
Administrative Expenses	697.75	690.73	7.02	5,870.79
Tenant Services	0.00	0.00	0.00	66.45
Utilities	709.34	2,286.00	-1,576.66	10,158.80
Maint/Protective Serv - Supplies/Conts	11,814.93	6,374.20	5,440.73	61,519.14
Mileage	0.00	0.00	0.00	0.00
Insurance & General Expenses	2,690.33	1,079.07	1,611.26	23,092.34
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	25,001.27	16,858.37	8,142.90	165,409.76
COCC				
Salaries	120,750.30	116,300.16	4,450.14	876,433.53
Employee W/H Payments	8,656.71	49.82	8,606.89	-3,475.22
Fee Expenses	405.67	300.92	104.75	2,186.49
Administrative Expenses	9,585.86	8,905.37	680.49	64,420.18
Tenant Services	0.00	0.00	0.00	0.00
Utilities	580.28	478.80	101.48	2,469.22
Maint/Protective Serv - Supplies/Conts	183.05	405.43	-222.38	3,079.20
Mileage	0.00	0.00	0.00	17.95
Insurance & General Expenses	3,469.46	3,232.65	236.81	24,286.22
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	143,631.33	129,673.15	13,958.18	969,417.57
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	149,114.04	136,281.72	12,832.32	1,079,664.15
Employee W/H Payments	8,656.71	49.82	8,606.89	-3,475.22
Fee Expenses	50,399.43	44,110.17	6,289.26	356,595.66
Administrative Expenses	64,200.39	61,797.33	2,403.06	451,589.33
Tenant Services	2,397.87	122.27	2,275.60	6,749.77
Utilities	14,431.30	15,997.01	-1,565.71	85,518.27
Maint/Protective Serv - Supplies/Conts	101,261.28	93,722.95	7,538.33	777,110.87
Mileage	0.00	27.78	-27.78	17.95
Insurance & General Expenses	32,444.57	15,534.25	16,910.32	194,959.12
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL LOW RENT CLAIMS	422,905.59	367,643.30	55,262.29	2,948,729.90

Knox County Housing Authority
CLAIMS REPORT - AHP / HCV
October, 2024

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	10,731.23	10,505.23	226.00
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,224.50	4,224.50	0.00
Administrative Expenses	1,744.51	1,469.19	275.32
Utilities	4,300.86	3,772.05	528.81
Maintenance Supplies/Contracts	5,858.49	8,243.76	-2,385.27
Security, Tax, & Insurance Expenses	4,991.51	2,486.93	2,504.58
Finacial Expenses	1,249.64	1,413.83	-164.19
TOTAL BRENTWOOD CLAIMS	33,100.74	32,115.49	985.25
PRAIRIELAND			
Salaries	10,731.30	10,505.25	226.05
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,867.50	3,867.50	0.00
Administrative Expenses	3,345.94	1,463.13	1,882.81
Utilities	5,753.07	4,256.22	1,496.85
Maintenance Supplies/Contracts	3,573.22	4,990.32	-1,417.10
Security, Taxes, & Insurance Expenses	4,732.49	2,453.41	2,279.08
Financial Expenses	1,249.64	1,413.83	-164.19
TOTAL PRAIRIELAND CLAIMS	33,253.16	28,949.66	4,303.50
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	21,462.53	21,010.48	452.05
Employee W/H Payments	0.00	0.00	0.00
Management Fees	8,092.00	8,092.00	0.00
Administrative Expenses	5,090.45	2,932.32	2,158.13
Utilities	10,053.93	8,028.27	2,025.66
Maintenance Supplies	9,431.71	13,234.08	-3,802.37
Security, Tax, & Insurance Expenses	9,724.00	4,940.34	4,783.66
Financial Expenses	2,499.28	2,827.66	-328.38
TOTAL AHP CLAIMS	66,353.90	61,065.15	5,288.75
HOUSING CHOICE VOUCHER - HCV			
Salaries	11,919.05	12,849.74	-930.69
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,052.50	4,573.50	-521.00
Administrative Expenses	1,226.73	1,472.70	-245.97
General Expense-Admin	415.95	566.18	-150.23
Total HCV Expenses	17,614.23	19,462.12	-1,847.89
HAP Expenses	84,077.00	86,439.00	-2,362.00
General Expenses	0.00	0.00	0.00
Total HAP Expenses	84,077.00	86,439.00	-2,362.00
TOTAL HCV CLAIMS	101,691.23	105,901.12	-4,209.89

Date: 11/21/2024

Time: 12:05:42 PM

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Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
October, 2024

Page: 1
Rpt File: F:\HMS\REPO

	Current Period	Last Year Same	Current Year	Cumulative
CFG 2024 -				
Admin / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2024 CLAIMS	0.00	0.00	0.00	0.00
CFG 2023 - \$1,514,974				
Admin / Operations	0.00	350,000.00	0.00	350,000.00
General CFP Activity	496,777.26	0.00	693,035.05	693,035.05
TOTAL CFG 2023 CLAIMS	496,777.26	350,000.00	693,035.05	1,043,035.05
CFG 2022 - \$1,467,361				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	189,218.87	113,515.75	331,902.81	860,697.30
TOTAL CFG 2022 CLAIMS	189,218.87	113,515.75	331,902.81	1,160,697.30
CFG 2021 - \$1,209,310				
Admin / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	0.00	242,650.57	0.00	909,310.00
TOTAL CFG 2021 CLAIMS	0.00	242,650.57	0.00	1,209,310.00
CFG 2020 - \$1,168,267				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	0.00	193,325.05	0.00	740,212.65
TOTAL CFG 2020 CLAIMS	0.00	193,325.05	0.00	1,040,212.65
CFG 2019 - \$1,083,874				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	0.00	0.00	0.00	783,874.00
TOTAL CFG 2019 CLAIMS	0.00	0.00	0.00	1,083,874.00
TOTAL CFG GRANT(S) CLAIMS	685,996.13	899,491.37	1,024,937.86	5,537,129.00

Date: 11/21/2024
Time: 12:05:46 PM
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Knox County Housing Authority
CLAIMS REPORT TOTALS
October, 2024

Page: 1
Rpt File: F:\HMS\REPO

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	102,722.38	76,127.55	26,594.83	704,999.10
AMP002 - FAMILY	103,429.58	100,874.06	2,555.52	750,772.58
AMP003 - BLUEBELL	25,393.40	16,858.37	8,535.03	167,765.20
COCC	150,368.16	135,903.58	14,464.58	1,020,495.57
TOTAL LOW RENT	381,913.52	329,763.56	52,149.96	2,644,032.45
<u>A.H.P.</u>				
BRENTWOOD	34,972.74	32,835.49	2,137.25	221,664.07
PRAIRIELAND	34,943.16	29,599.66	5,343.50	212,584.79
TOTAL A.H.P.	69,915.90	62,435.15	7,480.75	434,248.86
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	17,614.23	19,462.12	-1,847.89	126,396.17
TOTAL HCV	17,614.23	19,462.12	-1,847.89	126,396.17
<u>GRANTS</u>				
CAPITAL FUND GRANT 2024	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2023	496,777.26	350,000.00	146,777.26	693,035.05
CAPITAL FUND GRANT 2022	189,218.87	113,515.75	75,703.12	331,902.81
CAPITAL FUND GRANT 2021	0.00	242,650.57	-242,650.57	0.00
CAPITAL FUND GRANT 2020	0.00	193,325.05	-193,325.05	0.00
CAPITAL FUND GRANT 2019	0.00	0.00	0.00	0.00
TOTAL GRANTS	685,996.13	899,491.37	-213,495.24	1,024,937.86
TOTAL CLAIMS FOR MONTH	1,155,439.78	1,311,152.20	-155,712.42	4,229,615.34

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: 11/22/2024

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 11/26/2024

SUBJECT: Application for Payment #5 – Mechanical Service Inc.

Executive Summary

At the 04/30/2024 Board meeting, a contract was approved with Mechanical Service Inc. to complete Lighting and Furnace Replacement. The project will include the following:

- Replacement of furnaces and air conditioning at 154 dwelling units and replacement of other HVAC systems at two offices and three Community Buildings; and
- Replacement of lighting at common areas, office spaces, and maintenance facilities at Moon Towers, Woodland Bend, Cedar Creek Place, Whispering Hollow, and Bluebell Tower with some exterior lighting upgrades as well.

Replacement of furnaces and air conditioner condensers started on 06/12/2024. All work at dwelling units was completed as of the end of September. Work has also been completed at COCC and the Family Sites Community Centers. There are still several items to finish with the installation of mini splits at Moon Towers and Blue Bell Tower. The lighting portion of the project is well underway with all Family Sites being completed and work in progress at Moon Towers, Blue Bell Tower and Central Office Cost Center.

Alliance Architecture was on present for a site visit on 11/12/2024. Alliance Architecture has reviewed and signed approval for Pay Request #5.

Fiscal Impact

This application for payment will be paid from 2022 and 2023 Capital Fund grants as approved at the 04/30/2024 Regular Meeting of the Board.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve Application for Payment #5 from Mechanical Service Inc. in the amount of \$284,693.88 for the period to 11/15/2024.

APPLICATION AND CERTIFICATE FOR PAYMENT

Page: 1 of 2

TO OWNER: Knox County Housing Authority
216 West Simmons St
Galesburg IL 61401

PROJECT: Lighting & Furnace Replacement
Bluebell Tower, Moon Towers,
Cedar Creek Place, Whispering Hollow,
and Woodland Bend apartments

APPLICATION NO. **Pay App 5**
CONTRACT DATE: 11/15/2024
PERIOD TO: 11/15/2024

Distribution to:
☒ OWNER
☒ CONTRACTOR
☒ ARCHITECT

FROM CONTRACTOR: Mechanical Service of Galesburg, Inc
1144 Monmouth Blvd
Galesburg IL 61401

ARCHITECT: Alliance Architecture
929 Lincolnway East, Suite 200
South Bend, IN 46601

MSI JOB NO: 192-24
PROJECT NO:

CONTRACT FOR : Lighting & Furnace Replacement

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
Continuation Page is attached.

1. ORIGINAL CONTRACT AMOUNT \$ 1,456,900.00
2. NET CHANGE BY CHANGE ORDERS \$ -
3. CONTRACT AMOUNT TO DATE (Line 1 +/- 2) \$ 1,456,900.00
4. TOTAL COMPLETED AND STORED TO DATE \$ 1,290,870.21
(Column G on Continuation Page)
5. RETAINAGE:
 - a. 10.00% of Completed Work \$ 129,087.02
(Columns D + E on Continuation Page)
 - b. 10.00% of Stored Material \$ -
(Column F on Continuation Page)Total Retainage (Line 5a + 5b or
Column I on Continuation Page) \$ 129,087.02
6. TOTAL EARNED LESS RETAINAGE \$ 1,161,783.19
(Line 4 minus Line 5 Total)
7. LESS PREVIOUS APPLICATIONS FOR PAYMENT \$ 877,089.31
(Line 6 from prior Application)
8. CURRENT PAYMENT DUE **\$ 284,693.88**
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 295,116.81
(Line 3 minus Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in Previous	\$ -	\$ -
Total approved this month	\$ -	\$ -
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

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

CONTRACTOR: Mechanical Service, Inc.

By:

R. Blake Benedict, Vice President/COO

Date: 11/15/2024

State of:

ILLINOIS

County of:

KNOX

Subscribed and sworn to before me this

15th

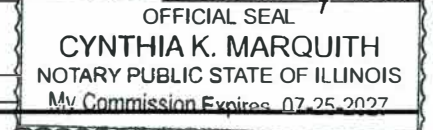
day of November 2024

Notary Public:

Cynthia K. Marquith

My Commission Expires:

07-25-2027



ARCHITECT'S CERTIFICATE FOR PAYMENT

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that:

(1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) these Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

AMOUNT CERTIFIED **\$284,693.88**

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

ARCHITECT:

By:

Rezk Henan

Alliance Architecture

929 Lincolnway East, Suite 200

South Bend, Indiana 46601

Date: 11/19/24

This Certificate is not negotiable. The AMOUNT CERTIFIED is the amount for which the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 11/22/2024

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 11/26/2024

SUBJECT: Mechanical Services Inc.—Proposed Change Order 1

Executive Summary

At the 04/30/2024 Board meeting, a contract was approved with Mechanical Service Inc. to complete Lighting and Furnace Replacement. The project will include the following:

- Replacement of furnaces and air conditioning at 154 dwelling units and replacement of other HVAC systems at two offices and three Community Buildings; and
- Replacement of lighting at common areas, office spaces, and maintenance facilities at Moon Towers, Woodland Bend, Cedar Creek Place, Whispering Hollow, and Bluebell Tower with some exterior lighting upgrades as well.

This work in the Change Order 1 REVISED is to provide labor and material to replace furnace and air conditioning at the Head Start building in the amount of \$7,895.00. This was omitted from the original Scope of Work but deemed necessary to do.

Alliance Architecture has reviewed and approved this proposed change order.

This change order submission meets the requirements of HUD -5370 and the Procurement Handbook for Public Housing Agencies (7460.8 rev-2) in that the request would not result in an increase in the contract amount.

Fiscal Impact

This project will be funded through Capital Fund Program 2022 and 2023 Capital Fund grants as approved at the 04/30/2024 Regular Meeting of the Board. 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. The Contract sum of \$1,456,900.00 will be unchanged by this change order.

Recommendation

It is the recommendation of the Executive Director that the Board of Commissioners of the Knox County Housing Authority approve the proposed Change Order 1 REVISED from Mechanical Services Inc. as outlined in the Board Memo resulting in reducing the General Requirements Allowance from \$65,000.00 to \$57,105.00.

CHANGE ORDER

Owner x
Architect x
Contractor x

ALLIANCE
ARCHITECTURE

PROJECT: LIGHTING UPGRADE AND FURNACE REPLACEMENT
Knox County Housing Authority
Galesburg, Illinois

CHANGE ORDER NO. 1

DATE: September 17, 2024
Rev. September 23, 2024

CONTRACTOR: Mechanical Service of Galesburg, Inc.
1144 Monmouth Blvd.
Galesburg, IL 61401

CONTRACT FOR: Total Construction

CONTRACT DATE: 5/1/24

You are hereby directed to make the following changes:

1.	Provide labor and material to replace furnace and air conditioning at Head Start in accordance with MSI proposal dated 9/10/24 (copy attached).	ADD	\$	7,895.00
2.	Reduce General Requirements Allowance from \$65,000.00 to \$57,105.00.	DEDUCT	\$	7,895.00
NET CHANGE				<u>\$ 0.00</u>

The original Contract Sum was \$ 1,456,900.00
Net Change by previous Change Orders \$ 0.00
The Contract Sum prior to this Change Order was \$ 1,456,900.00
The Contract Sum will be **UNCHANGED** by this Change Order \$ 0.00
The Contract Sum including this Change Order \$ 1,456,900.00
The Contract Time will be **UNCHANGED**.
The Date of Completion as of the date of this Change Order therefore is. December 17, 2024

ALLIANCE ARCHITECTURE Architect	MECHANICAL SERVICE OF GALESBURG, INC. Contractor	KNOX COUNTY HOUSING AUTHORITY Owner
929 Lincolnway East, Suite 200	1144 Monmouth Blvd.	255 West Tompkins Street
South Bend, IN 46601	Galesburg, IL 61401	Galesburg, IL 61401

By: Rezk Henen
Rezk Henen

By: _____
R. Blake Benedict

By: _____
Derek Antoine

Date: September 23, 2024

Date: _____

Date: _____



HVAC LICENSE NO:24PEK-HVAC-0075

GALESBURG OFFICE:

1144 Monmouth Blvd • Galesburg, IL 61401

PH: 309-342-8136 • FX: 309-342-4195

EDWARDS OFFICE:

9909 W Primrose Ln • Edwards, IL 61528

PH: 309-692-7240 • FX: 309-342-4195

September 10, 2024
Quote No: MSI-AB24-330

Knox County Housing Authority

RE: Head Start Change Order 1

PROPOSAL

We offer to provide material, labor and equipment as described in the following scope of work.

SCOPE OF WORK

- Remove and dispose of existing furnace, condenser, and coil.
- Provide and install a new Rheem, 115,000 BTU, %, single stage gas furnace.
- Provide and install a new Rheem, 5-ton air conditioning condensing unit with matching a-coil.
- Reuse existing thermostat.
- Provide and install new crank case heater.
- Provide and install new condenser cage.
- Provide and install new line set.
- Provide and install all gas connections needed.
- Provide and install all flue connections.
- Reconnect supply and return ductwork.
- Install power and control wiring per state and local code requirements.
- Provide start-up and operation on units.

Base Bid	\$7,895.00
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CLARIFICATIONS

1. All work will be performed during normal business hours, 7:00am – 3:30pm Monday - Friday. No allowance for overtime is included.
2. These prices are valid 30 days from the date of the proposal.
3. This would be a change order to the original contract.

We thank you for this opportunity and look forward to working with you. Should any questions arise, please do not hesitate to call.

Sincerely,

Adam Benedict
Mechanical Service, Inc.

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: 11/22/2024

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 11/26/2024

SUBJECT: Mechanical Services Inc.—Proposed Change Order 2

Executive Summary

At the 04/30/2024 Board meeting, a contract was approved with Mechanical Service Inc. to complete Lighting and Furnace Replacement. The project will include the following:

- Replacement of furnaces and air conditioning at 154 dwelling units and replacement of other HVAC systems at two offices and three Community Buildings; and
- Replacement of lighting at common areas, office spaces, and maintenance facilities at Moon Towers, Woodland Bend, Cedar Creek Place, Whispering Hollow, and Bluebell Tower with some exterior lighting upgrades as well.

This work in the Change Order 2 is to provide labor and material to install a concrete pad for condensing unit at the Head Start building in the amount of \$1,100.00 and to provide labor and material to replace two humidifiers at the COCC in the amount of \$1,429.00. The change order total is \$2,529.00.

Alliance Architecture has reviewed and approved this proposed change order.

This change order submission meets the requirements of HUD -5370 and the Procurement Handbook for Public Housing Agencies (7460.8 rev-2) in that the request would not result in an increase in the contract amount.

Fiscal Impact

This project will be funded through Capital Fund Program 2022 and 2023 Capital Fund grants as approved at the 04/30/2024 Regular Meeting of the Board. 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. The Contract sum of \$1,456,900.00 will be unchanged by this change order.

Recommendation

It is the recommendation of the Executive Director that the Board of Commissioners of the Knox County Housing Authority approve the proposed Change Order 2 from Mechanical Services Inc. as outlined in the Board Memo resulting in reducing the General Requirements Allowance from \$57,105.00 to \$54,576.00.

CHANGE ORDER

Owner x
Architect x
Contractor x

ALLIANCE
ARCHITECTURE

PROJECT: LIGHTING UPGRADE AND FURNACE REPLACEMENT
Knox County Housing Authority
Galesburg, Illinois

CHANGE ORDER NO. 2

DATE: November 22, 2024

CONTRACTOR: Mechanical Service of Galesburg, Inc.
1144 Monmouth Blvd.
Galesburg, IL 61401

CONTRACT FOR: Total Construction

CONTRACT DATE: 5/1/24

You are hereby directed to make the following changes:

1. Provide labor and material to install cast-in-place concrete pad for condensing unit at the Woodland Bend Head Start Building. Size to fit the condenser cage. (MSI Change Order 2). ADD \$ 1,100.00
2. Provide labor and material to replace two (2) humidifiers at the COCC. (MSI Change Order 4). ADD \$ 1,429.00
3. Reduce General Requirements Allowance from \$57,105.00 to \$54,576.00. DEDUCT \$ (2,529.00)
4. Items enumerated herein do not require a construction time increase; therefore, there is no change in Date of Substantial Completion. NO COST CHANGE

NET CHANGE \$ 0.00

The original Contract Sum was \$ 1,456,900.00
Net Change by previous Change Orders \$ 0.00
The Contract Sum prior to this Change Order was \$ 1,456,900.00
The Contract Sum will be **UNCHANGED** by this Change Order \$ 0.00
The Contract Sum including this Change Order \$ 1,456,900.00
The Contract Time will be **UNCHANGED**.
The Date of Completion as of the date of this Change Order therefore is. December 17, 2024

ALLIANCE ARCHITECTURE Architect	MECHANICAL SERVICE OF GALESBURG, INC. Contractor	KNOX COUNTY HOUSING AUTHORITY Owner
929 Lincolnway East, Suite 200	1144 Monmouth Blvd.	255 West Tompkins Street
South Bend, IN 46601	Galesburg, IL 61401	Galesburg, IL 61401

By: Andrew J. Mollison	By: R. Blake Benedict	By: Derek Antoine
Date: November 22, 2024	Date:	Date:



HVAC LICENSE NO: 24PEK-HVAC-0075

GALESBURG OFFICE:

1144 Monmouth Blvd • Galesburg, IL 61401

PH: 309-342-8136 • FX: 309-342-4195

EDWARDS OFFICE:

9909 W Primrose Ln • Edwards, IL 61528

PH: 309-692-7240 • FX: 309-342-4195

November 6, 2024

Quote No: MSI-AB24-405

Knox County Housing Authority

RE: Change Order #2

PROPOSAL

We offer to provide material, labor and equipment as described in the following scope of work.

SCOPE OF WORK-Head Start

- Provide and install a 3'x3' concrete pad.

Base Bid	\$1,100.00
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CLARIFICATIONS

1. All work will be performed during normal business hours, 7:00am – 3:30pm Monday - Friday. No allowance for overtime is included.
2. These prices are valid 30 days from the date of the proposal.
3. This would go into the schedule of values for pay app.

We thank you for this opportunity and look forward to working with you. Should any questions arise, please do not hesitate to call.

Sincerely,

Adam Benedict
Mechanical Service, Inc.

ACCEPTANCE

You are hereby authorized to furnish all materials, labor and equipment required to complete the work mentioned *in* the above proposal, for which the undersigned agrees to pay the amount mentioned in said proposal, and according to the terms thereof. (If accepted, please sign and return one copy.)

Accepted By: _____ Date: _____



HVAC LICENSE NO: 24PEK-HVAC-0075

GALESBURG OFFICE:

1144 Monmouth Blvd • Galesburg, IL 61401

PH: 309-342-8136 • FX: 309-342-4195

EDWARDS OFFICE:

9909 W Primrose Ln • Edwards, IL 61528

PH: 309-692-7240 • FX: 309-342-4195

November 6, 2024

Quote No: MSI-AB24-407

Knox County Housing Authority

RE: Change Order #4

PROPOSAL

We offer to provide material, labor and equipment as described in the following scope of work.

SCOPE OF WORK-Office

- Remove and dispose of existing old humidifiers on (2) existing office systems.
- Provide and install (2) Aprilaire Humidifiers for the housing authority offices.
-

Base Bid	\$1,429.00
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CLARIFICATIONS

1. All work will be performed during normal business hours, 7:00am – 3:30pm Monday - Friday. No allowance for overtime is included.
2. These prices are valid 30 days from the date of the proposal.
3. This would go into the schedule of values for pay app.

We thank you for this opportunity and look forward to working with you. Should any questions arise, please do not hesitate to call.

Sincerely,

Adam Benedict
Mechanical Service, Inc.

ACCEPTANCE

You are hereby authorized to furnish all materials, labor and equipment required to complete the work mentioned *in* the above proposal, for which the undersigned agrees to pay the amount mentioned in said proposal, and according to the terms thereof. (If accepted, please sign and return one copy.)

Accepted By: _____ Date: _____

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: 11/22/2024

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 11/26/2024

SUBJECT: KCHA Employee Group Medical Insurance – CYE 2025

Executive Summary

Brian Jablonski, representative from CBIZ Benefits and Insurance Services of Illinois, has provided the agency with rates for employee group medical, dental, and vision insurance for calendar year (CY) 2025. The agency's current plans with Blue Cross/Blue Shield of Illinois auto-renews effective 01/01/2025 unless otherwise altered or canceled.

CBIZ presented group medical rates from the following providers:

- Blue Cross Blue Shield of Illinois (BCBS) – renewal
- Allstate (PHCS Multiplan PPO Network)

To realize actual cost impact, the agency considers the *likely* insurance option elections of each individual employee. This number will naturally fluctuate based on changes in the workforce, as well as changes in employee coverage elections, during this coverage period.

Review of the proposed rates and forecasted agency cost reveals a renewal of the in-force plan from BCBS would result in an increase of \$22,332, or 7.40% annually. From a trending standpoint, this increase is in line with market standards. Review of the proposed rates and likely employee election options reveals transitioning from BCBS to the Allstate/PHCS would result in a decrease of \$42,400, or 14.0% annually. Please see the accompanying rate documents attached to this memo for cost and coverage breakdown.

For CY 2023 and CY 2024, the agency had funded the group medical benefit at a higher rate per employee election. The funding level was based on the proposed renewal rates from Health Alliance for CY 2023 vs. proposed rates from BCBS for each of the employee election options. The difference in the two rates resulted in a surplus, which was authorized to be used for a health reimbursement account (HRA). This HRA was used to cover the difference between an established threshold (employee deductible) and the max out of pocket threshold. This lowered the upfront cost of employee

medical expenses, serving as a benefit to attract and retain a skilled and qualified workforce. The HRA for CY 2023 was funded at approximately \$53,000. For CY 2024 group medical benefits, the Board of Commissioners authorized the same level and process of funding. This resulted in an additional potential HRA funding level of approximately \$53,000, bringing the two year total to \$106,000. Deductions to the account occurred in both CY 2023 and 2024 as employees utilized medical benefits above the \$3,500 “deductible.” The balance of the HRA for CYE 2024 – considering contributions and potential deductions – is projected at approximately \$80,000.

Keeping in line with previous benefit funding structure, it is proposed we fund group medical at the proposed BCBS renewal rates for CY 2025 while utilizing the proposed Allstate/PHCS benefits and coverage plan options. This would result in a forecasted surplus of approximately \$65,000 which would be added to the in-place HRA. Projecting HRA usage in 2025, it is expected the HRA balance for CYE will be approximately \$120,000. Forecasting exact numbers is difficult, as employee medical needs may vary.

Health reimbursement accounts are employer-funded group health plans from which employees are reimbursed tax-free for qualified medical expenses up to a fixed dollar amount per year. Unused amounts may be rolled over to be used in subsequent years. The employer funds and owns the arrangement. In our arrangement, a third-party administrator (TPA) handles the reimbursement directly to the insurance provider, thus enhancing the benefit as employees do not have the hassle of filing, receiving, and resending the reimbursements.

Under the proposed structure for CY 2025, the agency anticipates a projected insurance expense of \$324,662, of which approximately \$287,807 is paid by the agency and \$36,855 is paid by employees. These figures are based on anticipated actual employee elections & coverage.

	HRA FUND POTENTIAL 2025		
	BCBS RENEW	PHCS	HEALTH FUND
E	\$ 201,767.28	\$ 142,230.00	\$ 59,537.28
E+SP	\$ 18,342.48	\$ 19,394.76	\$ (1,052.28)
E+CH	\$ -	\$ -	\$ -
FAM	\$ 104,552.16	\$ 98,266.08	\$ 6,286.08
Total	\$ 324,661.92	\$ 259,890.84	\$ 64,771.08

Historically, the agency has provided the following coverage as a benefit to KCHA employees:

- Employee-only 100%
- Employee + Spouse 70%/30%
- Employee + Child 70%/30%
- Family 70%/30%

The fiscal impact of this benefit structure shall be examined on an annual basis. Per the U.S. Bureau of Labor Statistics, state and local government employers cover on average 86% of insurance premiums (ranging from 86% to 90% in the Midwest geographic area), with employees responsible for the remaining 14% (ranging from 10% to 14%). For CY 2025, using the coverage structure above, the agency portion would be 87.1%, and the employees' portion will be 12.8%.

Fiscal Impact

Employee insurance costs are a program and project level expense. Group medical insurance premiums are budgeted for and paid from each of the operations accounts.

Recommendation

It is the recommendation of the Executive Director that the Board of Commissioners of the Knox County Housing Authority approve funding the group medical insurance at the renewal rates as presented by Blue Cross Blue Shield (BCBS) for CYE 2025, utilizing the presented Allstate/PHCS plan and rates, with the realized surplus funding the in-place health reimbursement account (HRA).

Additionally, it is further recommended to maintain employee group medical insurance benefit coverage structure as listed.

Knox County Housing
Renewal Date: January 1, 2025
Renewal Overview

Coverage	Carrier	Premium	\$ Total Variance from Current	% Variance from Current
Medical	BCBS - Current	\$302,330	-	-
	BCBS - Renewal	\$324,662	\$22,332	7.4%
	Allstate - Proposed	\$259,891	-\$42,440	-14.0%
Dental	Delta Dental - Current	\$16,502		
	Delta Dental - Renewal	\$16,959	\$457	2.8%
Vision	Delta Dental - Current	\$2,459		
	Delta Dental - Renewal	\$2,507	\$48	2.0%

Knox County Housing

MEDICAL CARRIER:	BlueCross BlueShield of IL - Renewal	
Plan (Network)	S535BCE Blue Choice PPO	
	In-Network	Out-of-Network
Individual Deductible	\$8,000	\$16,000
Family Deductible	\$16,000	\$32,000
Coinsurance (Member Pays)	0%	0%
Individual OOP*	\$9,200	\$18,400
Family OOP*	\$18,400	\$36,800
Primary Care Physician Services	\$50/visit	No Charge after Ded
Specialist Services	\$75/visit	No Charge after Ded
Virtual Visits	\$50/visit	
Urgent Care	\$80/visit	No Charge after Ded
Emergency Room	\$500 + Deductible	
Inpatient Hospital Services	\$250 + Deductible	\$350 + Deductible
Outpatient Hospital Services	\$200 + Deductible	\$300 + Deductible
Rx Copay	\$5 / \$15 / \$60 / \$110 / \$250 / \$350	
Monthly Rates	Inforce	Renewal
Employee Only	22 \$711.70	\$764.27
Employee + Spouse	1 \$1,423.40	\$1,528.54
Employee + Child(ren)	0 \$1,316.65	\$1,413.90
Family	4 \$2,028.35	\$2,178.17
	Inforce	Renewal
TOTAL Monthly	\$25,194	\$27,055
TOTAL Annually	\$302,330	\$324,662
Plan Difference vs Inforce	\$22,332	
Plan % Change vs Inforce	7.4%	

*Out-of-Pocket limits include the deductible

*This spreadsheet is for comparison purposes only. Refer to your contract for actual benefits

CBIZ has made every effort to supply you with an accurate and comprehensive proposal, however, we will not be bound by any typographical errors or omissions contained herein.

Knox County Housing Authority

Plan Year:		2/1/2025 - 1/31/2026		Effective 1/1/2025 - 12/31/2025		
Carrier	BCBS S535BCE (Blue Choice Network)			AllState (PHCS Network) with Enhanced Coverage		
	In-Network		Out-of-Network	In-Network		Out-of-Network
Individual Deductible	\$8,000		\$16,000	\$7,900		\$15,800
Family Deductible	\$16,000		\$32,000	\$15,800		\$31,600
Coinsurance	0%		0%	100%		70%
Individual OOP*	\$9,200		\$18,400	\$7,900		\$27,200
Family OOP*	\$18,400		\$36,800	\$15,800		\$54,400
Primary Care Physician Services	\$50		Ded	\$40 copay		Ded + 30%
Specialist Services	\$75		Ded	\$60 copay		Ded + 30%
Virtual Visits	\$50		Not Covered	\$0 Copay		
Urgent Care	\$80		No Charge after Deductible	\$75 copay		Ded + 30%
Emergency Room	\$500 + Ded			Deductible + 0%		
Inpatient Hospital Services	\$250 + Ded		\$350 + Ded	Ded + 0%		Ded + 30%
Outpatient Hospital Services	\$200 + Ded		\$300 + Ded	Ded + 0%		Ded + 30%
Rx Copay	\$5 / \$15 / \$60 / \$110 / \$250 / \$350			\$20 / \$50 / \$75		
Monthly Rates	Current		Renewal	Proposed		
Employee Only	22	\$711.70	\$764.27	22	\$538.75	
Employee + Spouse	1	\$1,423.40	\$1,528.54	1	\$1,616.23	
Employee + Child(ren)	0	\$1,316.65	\$1,413.90	0	\$1,346.86	
Family	4	\$2,028.35	\$2,178.17	4	\$2,047.21	
Totals	Current		Renewal	Proposed		
TOTAL Monthly	27	\$25,194	\$27,055	27	\$21,658	
TOTAL Annually		\$302,330	\$324,662		\$259,891	
Plan difference vs Inforce	\$22,332			-\$42,440		
Plan % change vs inforce	7.4%			-14.0%		

*Out-of-Pocket limits include the deductible

This spreadsheet is for comparison purposes only. Refer to your contract for actual benefits

CBIZ has made every effort to supply you with an accurate and comprehensive proposal, however, we will not be bound by any typographical errors or omissions contained herein.



EXECUTIVE DIRECTOR REPORT

October 2024

REGULAR MEETING
KCHA BOARD OF COMMISSIONERS
Tuesday, November 26, 2024
Moon Towers Library
255 W. Tompkins St.
Galesburg, IL 61401
knoxcountyhousing.org



EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

COMMISSIONER COMPLIANCE REPORT

Commissioner Training and Development

The following table details **commissioner** training and development accomplished for FYE 03/31/2025:

Date	Commissioner	Training Description	Location	Hours
04/10-04/12	Hawkinson, Jared	Nelrod ACC	Las Vegas, NV	12.0
04/10-04/12	Carson, LaToya	Nelrod ACC	Las Vegas, NV	12.0
				24.0

The following table details monthly and annual costs (to date) incurred by the agency for **commissioner** training and development for FYE 03/31/2025:

Month	Training Events	Training Hours	Total Cost	Avg Cost per Hour	Training Budget	% to Budget	Variance
Apr-24	2	24.0	\$ 1,643.40	\$ 68.48	\$ 1,250.00	131.47%	\$ 393.40
May-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Jun-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Jul-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Aug-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Sep-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Oct-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Nov-24			\$ -	\$ -		0.00%	
Dec-24			\$ -	\$ -		0.00%	
Jan-25			\$ -	\$ -		0.00%	
Feb-25			\$ -	\$ -		0.00%	
Mar-25			\$ -	\$ -		0.00%	
FYE 2024	2	24.0	\$ 1,643.40	\$ 68.48	\$ 8,750.00	18.78%	\$ (7,106.60)

EXECUTIVE SUMMARY

Commissioner Governance/Compliance

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

Commissioner List	PHA Governance	Sexual Harassment	FOIA - Current (State of Illinois)	Open Meetings (State of Illinois)	Ethics/Compliance (state of Illinois)	Compliance %
Hawkinson, Jared (C)	1	1	1	1	1	100.0%
Robison, Sara (VC)		1	1	1		60.0%
Riley, Joseph						0.0%
Carson, LaToya	1					20.0%
Turner, Dena						0.0%
Range, Joey						0.0%
Dena Simkins						0.0%
Antoine, Derek (ED)	1	1	1	1		80.0%
Total Authority	3	3	3	3	1	32.5%

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

FYE 2025	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	%
Hawkinson, Jared (C)	1	1	1	1	1	1	1						100.0%
Robison, Sara (VC)	1	1	1	1									57.1%
Riley, Joseph		1		1	1		1						57.1%
Carson, LaToya		1	1				1						42.9%
St. George, Dena	1			1		1							42.9%
Range, Joey	1	1	1		1								57.1%
Dena Simkins	1	1	1	1	1	1	1						100.0%
Antoine, Derek (ED)	1	1	1	1	1	1	1						100.0%

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

Board Governance Survey Status	REQ	KCHA	RESULT
Does the Board have the required number of members?	5	7	Meets Requirement
Does the Board include a participant of KCHA programs?	YES	YES	Meets Requirement
Number of Board meetings:	7	7	Meets Requirement
Average meeting attendance:	80.0	65.3%	Fails Requirement
Methods of disseminating information about Board meetings and minutes.	YES	YES	Meets requirement
Role of Board in evaluating Executive Director performance and compensation	YES	YES	Meets requirement
Role of Board in reviewing financial statements/PHA's financial health.	YES	YES	Meets Requirement
Timeliness of budget adoption by Board.	3/31	03/26	Meets requirement
Are the results of quality control testing communicated to the Board?	YES	YES	Meets requirement

EXECUTIVE SUMMARY

CAPITAL GRANT STATUS/PERFORMANCE

2023 CFP Grant IL01P08550123

- Obligation End Date (OED): 04/22/2025
- Expenditure End Date (EED): 04/22/2027

CFP Budget by Line Item

Budget Line Item (BLI)		Original	Current	Obligated	%	Expended	%
1406	Transfer to Operations	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00	100.0%	\$ 250,000.00	100.0%
1410	CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480	General Capital Activity	\$ 1,164,974.00	\$ 1,164,974.00	\$ 912,440.00	78.3%	\$ 704,341.28	60.5%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program		\$ 1,514,974.00	\$ 1,514,974.00	\$ 1,262,440.00	83.3%	\$ 1,054,341.28	69.6%

CFP Planned Work Items

CFP Planned Activity		Original	Current	Obligated	%	Expended	%
1480	A&E Services	\$ 75,000.00	\$ 75,000.00	\$ -	0.0%	\$ -	0.0%
1480	Furnaces/Lighting	\$ 475,000.00	\$ 912,440.00	\$ 912,440.00	100.0%	\$ 704,341.28	77.2%
1480	Fire System - MT/BB	\$ 150,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Unit Exteriors - FAM	\$ 65,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Bathroom Reno - MT/BB	\$ 115,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Bathroom/Kitchen - FAM	\$ 103,974.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Boiler - BB	\$ 60,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Generator - MT	\$ 40,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Concrete/Lots	\$ 81,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480	Elevator - BB	\$ -	\$ 177,534.00	\$ -	0.0%	\$ -	0.0%
1480	MT Masonry Repair	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program		\$ 1,164,974.00	\$ 1,164,974.00	\$ 912,440.00	78.3%	\$ 704,341.28	60.5%

This grant will be used for physical improvements to the sites, including systems upgrades (furnaces, lighting), elevator maintenance, and masonry repair.

CFP Grant IL01P08550123 is 83.3% obligated, and 68.8% expended. This grant must be obligated at 90% (executed contracts) by 04/22/2025, and fully expended by 04/22/2027.

EXECUTIVE SUMMARY

2022 CFP Grant IL01P08550122

- Obligation End Date (OED): 04/22/2024
- Expenditure End Date (EED): 04/22/2026

CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ 200,000.00	100.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480 General Capital Activity	\$ 1,167,361.00	\$ 1,167,361.00	\$ 1,167,361.00	100.0%	\$ 1,016,930.28	87.1%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 1,467,361.00	\$ 1,467,361.00	\$ 1,467,361.00	100.0%	\$ 1,316,930.28	89.7%

CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 A&E Services	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 87,520.49	87.5%
1480 504 Phase 4	\$ 412,317.00	\$ 412,317.00	\$ 412,317.00	100.0%	\$ 646,077.76	156.7%
1480 Bluebell Gazebo	\$ 73,000.00	\$ 73,000.00	\$ 73,000.00	100.0%	\$ -	0.0%
1480 Playgrounds	\$ 49,317.00	\$ 49,317.00	\$ 49,317.00	100.0%	\$ -	0.0%
1480 MT Roof Replacement	\$ 263,000.00	\$ 263,000.00	\$ 263,000.00	100.0%	\$ -	0.0%
1480 Site Drainage	\$ 27,000.00	\$ 27,000.00	\$ 27,000.00	100.0%	\$ -	0.0%
1480 Security Cameras	\$ 175,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480 HVAC Replacement	\$ 100,000.00	\$ 37,984.00	\$ 37,984.00	100.0%	\$ 210,732.03	554.8%
1480 Lighting	\$ 257,444.00	\$ 544,460.00	\$ 544,460.00	100.0%	\$ -	0.0%
1480 Exterior Doors - MT	\$ 50,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480 CCP Drainage (1554)	\$ 72,600.00	\$ 72,600.00	\$ 72,600.00	100.0%	\$ 72,600.00	100.0%
Total Capital Fund Program	\$ 1,167,361.00	\$ 1,167,361.00	\$ 1,167,361.00	100.0%	\$ 1,016,930.28	87.1%

This grant, in conjunction with the 2020 and 2021 grants, will be used for physical improvements to the sites, including demolition and construction for a new gazebo at Bluebell Tower, site drainage remediation, roof replacement at Moon Towers, and playgrounds at the Family Sites. Additionally, repairs and enhancements are planned for security cameras and lighting, as well as HVAC replacement at the Family Sites.

CFP Grant IL01P08550122 is 100.0% obligated, and 79.1% expended. This grant must be obligated at 90% (executed contracts) by 04/22/2024, and fully expended by 04/22/2026.

EXECUTIVE SUMMARY

2021 CFP Grant IL01P08550121

- Obligation End Date (OED): 02/22/2023
- Expenditure End Date (EED): 02/22/2025

CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ 200,000.00	100.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480 General Capital Activity	\$ 909,310.00	\$ 909,310.00	\$ 909,310.00	100.0%	\$ 909,310.00	100.0%
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 1,209,310.00	\$ 1,209,310.00	\$ 1,209,310.00	100.0%	\$ 1,209,310.00	100.0%

CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 504 Phase 4	\$ 334,310.00	\$ 334,310.00	\$ 334,310.00	100.0%	\$ 57,960.50	17.3%
1480 MT - Roof Replacement	\$ 500,000.00	\$ 500,000.00	\$ 500,000.00	100.0%	\$ -	0.0%
1480 A&E Services	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	100.0%	\$ 851,349.50	1135.1%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 909,310.00	\$ 909,310.00	\$ 909,310.00	100.0%	\$ 909,310.00	100.0%

Allotments and transfers for operations (1406) and administration (1410) have been made. Budgeted activities include playground renovation at the Family Sites, gazebo demolition/construction at Bluebell Tower, and roof replacement at Moon Towers.

CFP Grant IL01P08550121 is now 100.0% obligated, and 100.0% expended ahead of the 02/22/2023 (obligation) and 02/22/2025 (expenditure) deadlines. We will now work to administratively close out this grant.

EXECUTIVE SUMMARY

2020 CFP Grant IL01P08550120

- Obligation End Date (OED): 03/25/2024
- Expenditure End Date (EED): 03/25/2026

CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ 200,000.00	100.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480 General Capital Activity	\$ 868,267.00	\$ 868,267.00	\$ 868,267.00	100.0%	\$ 740,212.65	85.3%
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 1,168,267.00	\$ 1,168,267.00	\$ 1,168,267.00	100.0%	\$ 1,040,212.65	89.0%

CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 Family - Playground	\$ 154,973.00	\$ 288,373.00	\$ 288,373.00	100.0%	\$ -	0.0%
1480 MT - Roof Replacement	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00	100.0%	\$ 193,325.05	154.7%
1480 504 Phase 3	\$ 529,861.00	\$ 439,861.00	\$ 439,861.00	100.0%	\$ 536,987.60	122.1%
1480 A&E Services	\$ 50,000.00	\$ 6,600.00	\$ 6,600.00	100.0%	\$ 9,900.00	150.0%
1480 Reserved Budget	\$ 8,433.00	\$ 8,433.00	\$ 8,433.00	100.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 868,267.00	\$ 868,267.00	\$ 868,267.00	100.0%	\$ 740,212.65	85.3%

Budgeted activities include operational transfers, playground renovation at the family sites, roof replacement at Moon Towers, and finishing 504-Phase 3 renovations at Bluebell Tower.

CFP Grant IL01P08550120 is now 100.0% obligated, and 89.0% expended. This grant must be at 90% obligation (executed contracts) by 03/25/2024, and fully expended by 03/25/2026.

EXECUTIVE SUMMARY

POLICY/OPERATIONS

Annual agency planning for FYE 03/31/2026 is underway. The agency annual plan is a comprehensive guide to KCHA policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Planning process: the 5-Year Plan, which the KCHA submits to HUD once every fifth PHA fiscal year, and the Annual Plan, which is submitted to HUD every year by non-qualified agencies.

This year, the KCHA will be submitting both an annual plan and a five-year plan. The process for developing, reviewing, approving, and submitting the plans is detailed below:

- Plan/policy review and development
- Consultation of residents and participants
- Public review and comment
- Consideration and incorporation (if applicable) of resident/public feedback
- Board review and approval (resolution)
- Submission no later than 75 days prior to fiscal-year end (01/16/2025)

LEGISLATIVE/ADVOCACY

No report this period.

PUBLIC RELATIONS

No report this period.

STRATEGIC PLANNING

No report this period.

PUBLIC HOUSING PROGRAM

PUBLIC HOUSING PROGRAM

MOON TOWERS

Moon Towers is comprised of 177 units of singles, elderly, and disabled housing centrally located in Galesburg, IL. The property has two high-rise towers, and is connected on the first floor.

MAINTENANCE



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Non-emergency WO - completion %	15.0%	100.0%	61.9%	1	90.6%	2
Non-emergency WO - completion time	15.0%	3.00	2.62	4	2.28	4
Emergency WO - % abated < 24 hours	15.0%	100.0%	100.0%	4	100.0%	4
Emergency WO - % complete < 72 hours	15.0%	100.0%	100.0%	4	100.0%	4
Unit - average make-ready days	20.0%	10.00	7.00	4	6.92	4
Annual Inspections - complete %	10.0%	100.0%	90.8%	2	90.8%	2
Annual Inspections - repair %	10.0%	100.0%	100.0%	4	100.0%	4
Total category score				3.35		3.50

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	99.3%	4	99.3%	4
Unit-months leased (UML) - %	25.0%	98.0%	100.0%	4	100.0%	4
Average leasing days	10.0%	5.00	1.50	4	2.09	3
Adequacy of wait list (ratio)	10.0%	1.00	5.15	4	5.15	4
Income targeting - % ELI admissions	10.0%	40.0%	50.0%	4	81.8%	4
Annual recertifications	20.0%	100.0%	100.0%	4	100.0%	4
Total category score				4.00		3.90

FINANCIAL



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Income - Actual to Budget %	10.0%	98.0%	89.5%	1	99.9%	3
Expense - Actual to Budget %	10.0%	98.0%	103.6%	2	99.1%	4
Profit/loss	20.0%	1.00	0.83	1	0.97	3
30-day Notice efficiency	15.0%	98.0%	96.9%	3	26.2%	1
Tenant accounts receivable (TAR) %	15.0%	1.5%	4.4%	1	4.4%	1
Tenant collections %	10.0%	98.0%	123.2%	4	115.3%	4
Deposit collections %	5.0%	98.0%	95.0%	2	95.0%	2
Reserve position	15.0%	4.00	6.68	4	6.68	4
Total category score				2.20		2.70

PUBLIC HOUSING PROGRAM

PHAS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Physical inspection (PASS)	40.0%	40.00	39.60	4	39.60	4
Management assessment (MASS)	25.0%	25.00	21.00	3	21.00	3
Financial assessment (FASS)	25.0%	25.00	25.00	4	25.00	4
Capital Fund assessment (CFP)	10.0%	10.00	10.00	4	10.00	4
Total category score				3.75		3.75

MANAGEMENT



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Appearance and marketing	10.0%	100.0%	97.1%	4	97.1%	4
50058/50059 submissions	10.0%	100.0%	100.0%	4	100.0%	4
Community service compliance	5.0%	100.0%	100.0%	4	100.0%	4
EIV compliance	15.0%	100.0%	100.0%	4	25.0%	1
Tenant file review compliance	15.0%	100.0%	303.3%	4	107.9%	4
Pest control program effectiveness	10.0%	100.0%	100.0%	4	100.0%	4
Staff development - hiring and retention	10.0%	3.00	0.00	1	0.00	1
Staff development - training/development	10.0%	100.0%	0.0%	1	0.0%	1
Unit-turnaround time (total)	15.0%	12.00	7.50	4	9.00	4
Total category score				3.40		2.95

TENANT RELATIONS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Tenant engagement	50.0%	100.0%	100.0%	4	100.0%	4
Safety and security	50.0%	3.00	5	4	5	4
Total category score				4.00		4.00

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the property	15.0%	4.00	3.35	0.50	3.50	0.53
Occupancy	25.0%	4.00	4.00	1.00	3.90	0.98
Financial position	25.0%	4.00	2.20	0.55	2.70	0.68
PHAS	15.0%	4.00	3.75	0.56	3.75	0.56
Management operations	15.0%	4.00	3.40	0.51	2.95	0.44
Tenant engagement	5.0%	4.00	4.00	0.20	4.00	0.20
Total SCORECARD				3.33		3.38
DESIGNATION				STANDARD		STANDARD

PUBLIC HOUSING PROGRAM

SCATTERED FAMILY SITES

Woodland Bend, Whispering Hollow, Cedar Creek Place

The Family Sites are comprised of 190 units scattered among three developments in Galesburg, IL. Most generally associated with families with children, the Family Sites also has a number of accessible units for disabled individuals. Built in 1970, the Family Sites have been home to generations of individuals throughout its history.

MAINTENANCE



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Non-emergency WO - completion %	15.0%	100.0%	100.0%	4	100.0%	4
Non-emergency WO - completion time	15.0%	3.00	6.03	2	3.26	3
Emergency WO - % abated < 24 hours	15.0%	100.0%	100.0%	4	100.0%	4
Emergency WO - % complete < 72 hours	15.0%	100.0%	100.0%	4	100.0%	4
Unit - average make-ready days	20.0%	10.00	13.00	2	10.39	3
Annual Inspections - complete %	10.0%	100.0%	49.1%	1	49.1%	1
Annual Inspections - repair %	10.0%	100.0%	100.0%	4	120.6%	4
Total category score				3.00		3.35

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	98.3%	4	99.1%	4
Unit-months leased (UML) - %	25.0%	98.0%	99.5%	4	100.0%	4
Average leasing days	10.0%	5.00	11.67	1	2.95	3
Adequacy of wait list (ratio)	10.0%	1.00	2.04	4	2.04	4
Income targeting - % ELI admissions	10.0%	40.0%	100.0%	4	86.4%	4
Annual recertifications	20.0%	100.0%	100.0%	4	100.0%	4
Total category score				3.70		3.90

FINANCIAL



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Income - Actual to Budget %	10.0%	98.0%	87.6%	1	94.5%	2
Expense - Actual to Budget %	10.0%	98.0%	88.2%	4	91.5%	4
Profit/loss	20.0%	1.00	1.02	4	1.06	4
30-day Notice efficiency	15.0%	98.0%	84.5%	1	25.0%	1
Tenant accounts receivable (TAR) %	15.0%	1.5%	80.6%	1	80.6%	1
Tenant collections %	10.0%	98.0%	117.5%	4	114.8%	4
Deposit collections %	5.0%	98.0%	99.3%	4	99.3%	4
Reserve position	15.0%	4.00	64.71	4	64.71	4
Total category score				2.80		2.90

PUBLIC HOUSING PROGRAM

PHAS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Physical inspection (PASS)	40.0%	40.00	38.00	4	38.00	4
Management assessment (MASS)	25.0%	25.00	21.00	3	21.00	3
Financial assessment (FASS)	25.0%	25.00	25.00	4	25.00	4
Capital Fund assessment (CFP)	10.0%	10.00	10.00	4	10.00	4
Total category score				3.75		3.75

MANAGEMENT



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Appearance and marketing	10.0%	100.0%	100.0%	4	98.6%	4
50058/50059 submissions	10.0%	100.0%	99.5%	4	99.5%	4
Community service compliance	5.0%	100.0%	99.8%	4	99.8%	4
EIV compliance	15.0%	100.0%	62.4%	1	42.4%	1
Tenant file review compliance	15.0%	100.0%	75.0%	1	94.6%	2
Pest control program effectiveness	10.0%	100.0%	100.0%	4	100.0%	4
Staff development - hiring and retention	10.0%	3.00	3.60	4	3.60	4
Staff development - training/development	10.0%	100.0%	36.0%	1	87.4%	1
Unit-turnaround time (total)	15.0%	23.00	22.67	1	13.50	3
Total category score				2.35		2.80

TENANT RELATIONS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Tenant engagement	50.0%	100.0%	100.0%	4	100.0%	4
Safety and security	50.0%	3.00	4	4	4	4
Total category score				4.00		4.00

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the prpoerty	15.0%	4.00	3.00	0.45	3.35	0.50
Occupancy	25.0%	4.00	3.70	0.93	3.90	0.98
Financial position	25.0%	4.00	2.80	0.70	2.90	0.73
PHAS	15.0%	4.00	3.75	0.56	3.75	0.56
Management operations	15.0%	4.00	2.35	0.35	2.80	0.42
Tenant engagement	5.0%	4.00	4.00	0.20	4.00	0.20
Total SCORECARD				3.19		3.39
DESIGNATION			STANDARD		STANDARD	

PUBLIC HOUSING PROGRAM

BLUE BELL TOWER

Constructed in 1983, Bluebell Tower is the newest development of the public housing portfolio. The property houses 51 units in a six-story high-rise nestled in downtown Abingdon, IL.

MAINTENANCE



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Non-emergency WO - completion %	15.0%	100.0%	95.8%	3	98.5%	4
Non-emergency WO - completion time	15.0%	3.00	1.04	4	2.15	4
Emergency WO - % abated < 24 hours	15.0%	100.0%	0.0%	1	50.0%	1
Emergency WO - % complete < 72 hours	15.0%	100.0%	100.0%	4	100.0%	4
Unit - average make-ready days	20.0%	10.00	0.00	4	5.33	4
Annual Inspections - complete %	10.0%	100.0%	83.1%	1	83.1%	1
Annual Inspections - repair %	10.0%	100.0%	100.0%	4	0.0%	1
Total category score				3.10		2.95

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	100.0%	4	99.5%	4
Unit-months leased (UML) - %	25.0%	98.0%	100.0%	4	100.0%	4
Average leasing days	10.0%	5.00	0.00	4	2.00	4
Adequacy of wait list (ratio)	10.0%	1.00	1.50	4	1.50	4
Income targeting - % ELI admissions	10.0%	40.0%	0.0%	1	100.0%	4
Annual recertifications	20.0%	100.0%	100.0%	4	100.0%	4
Total category score				3.70		4.00

FINANCIAL



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Income - Actual to Budget %	10.0%	98.0%	90.2%	2	93.9%	2
Expense - Actual to Budget %	10.0%	98.0%	74.2%	4	68.8%	4
Profit/loss	20.0%	1.00	1.02	4	1.27	4
30-day Notice efficiency	15.0%	98.0%	86.7%	1	0.0%	1
Tenant accounts receivable (TAR) %	15.0%	1.5%	1.5%	2	1.5%	2
Tenant collections %	10.0%	98.0%	107.4%	4	107.5%	4
Deposit collections %	5.0%	98.0%	96.0%	3	96.0%	3
Reserve position	15.0%	4.00	12.35	4	12.35	4
Total category score				3.00		3.00

PUBLIC HOUSING PROGRAM

PHAS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Physical inspection (PASS)	40.0%	40.00	39.92	4	39.92	4
Management assessment (MASS)	25.0%	25.00	23.00	4	23.00	4
Financial assessment (FASS)	25.0%	25.00	25.00	4	25.00	4
Capital Fund assessment (CFP)	10.0%	10.00	10.00	4	10.00	4
Total category score				4.00		4.00

MANAGEMENT



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Appearance and marketing	10.0%	100.0%	97.1%	4	97.1%	4
50058/50059 submissions	10.0%	100.0%	100.0%	4	100.0%	4
Community service compliance	5.0%	100.0%	100.0%	4	100.0%	4
EIV compliance	15.0%	100.0%	100.0%	4	25.0%	1
Tenant file review compliance	15.0%	100.0%	340.0%	4	119.2%	4
Pest control program effectiveness	10.0%	100.0%	100.0%	4	100.0%	4
Staff development - hiring and retention	10.0%	3.00	0.00	1	0.00	1
Staff development - training/development	10.0%	100.0%	0.0%	1	0.0%	1
Unit-turnaround time (total)	15.0%	100.0%	0.00	4	7.67	4
Total category score				3.40		2.95

TENANT RELATIONS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Tenant engagement	50.0%	100.0%	100.0%	4	100.0%	4
Safety and security	50.0%	3.00	3	3	3	3
Total category score				3.50		3.50

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the property	15.0%	4.00	3.10	0.47	2.95	0.44
Occupancy	25.0%	4.00	3.70	0.93	4.00	1.00
Financial position	25.0%	4.00	3.00	0.75	3.00	0.75
PHAS	15.0%	4.00	4.00	0.60	4.00	0.60
Management operations	15.0%	4.00	3.40	0.51	2.95	0.44
Tenant engagement	5.0%	4.00	3.50	0.18	3.50	0.18
Total SCORECARD				3.43		3.41

DESIGNATION

STANDARD

STANDARD

PUBLIC HOUSING PROGRAM

PUBLIC HOUSING OCCUPANCY

Occupying our PH units is at the core of the agency's mission. Occupancy is measured in both unit days (UDL) and unit months (UML). The goal for each property is 98% for both measures.

	CURRENT PERIOD								FISCAL YEAR END							
	UDA	UDL	% OCC	% VAC	UMA	UML	% OCC	% VAC	UDA	UDL	% OCC	% VAC	UMA	UML	% OCC	% VAC
Moon Towers A	2728	2700	99.0%	1.0%	88	88	100.0%	0.0%	18832	18716	99.4%	0.6%	616	616	100.0%	0.0%
Moon Towers B	2729	2720	99.7%	0.3%	88	88	100.0%	0.0%	19016	18849	99.1%	0.9%	622	622	100.0%	0.0%
Moon Towers Total	5457	5420	99.3%	0.7%	176	176	100.0%	0.0%	37848	37565	99.3%	0.7%	1238	1238	100.0%	0.0%
Woodland Bend	2391	2318	96.9%	3.1%	78	77	98.7%	1.3%	16577	16369	98.7%	1.3%	546	545	99.8%	0.2%
Cedar Creek Place	2356	2356	100.0%	0.0%	76	76	100.0%	0.0%	16264	16215	99.7%	0.3%	532	532	100.0%	0.0%
Whispering Hollow	1282	1255	97.9%	2.1%	42	42	100.0%	0.0%	8887	8776	98.8%	1.2%	294	294	100.0%	0.0%
Family Sites Total	6029	5929	98.3%	1.7%	196	195	99.5%	0.5%	41728	41360	99.1%	0.9%	1372	1371	99.9%	0.1%
Bluebell Tower	1581	1581	100.0%	0.0%	51	51	100.0%	0.0%	10884	10833	99.5%	0.5%	357	357	100.0%	0.0%
Bluebell Tower Total	1581	1581	100.0%	0.0%	51	51	100.0%	0.0%	10884	10833	99.5%	0.5%	357	357	100.0%	0.0%
PH Program Total	13067	12930	99.0%	1.0%	423	422	99.8%	0.2%	90460	89758	99.2%	0.8%	2967	2966	99.97%	0.0%

PUBLIC HOUSING ASSESSMENT SYSTEM (PHAS)

Annually, each public housing program is assessed based on certain operational measures. These measures include each property and program's physical condition (PASS), management efficiency including occupancy (MASS), financial condition (FASS) and the Capital Fund Program (CFP). Based on these assessments, agency's are designated either a High Performer (90.0 – 100.0), and Standard Performer (60.0 – 89.9) or a Troubled Performer (0.0 – 59.9). This assessment is based on actual operational data for the current fiscal year.

	FYE 03/31/2024 (TRENDING)				
	PASS	MASS	FASS	CFP	TOTAL
Moon Towers	39.60	21.00	25.00	10.00	95.60
Family Sites	38.00	21.00	25.00	10.00	94.00
Bluebell Tower	39.92	25.00	25.00	10.00	99.92
PH COMPOSITE	38.90	21.48	25.00	10.00	95.38

Based on current and YTD reported data, the public housing program is trending towards a designation of **HIGH PERFORMER** for FYE 2025.

HOUSING CHOICE VOUCHER PROGRAM

HOUSING CHOICE VOUCHER PROGRAM

APPLICATION/WAIT LIST

WAIT LIST	WL PRIOR	APPLICATIONS				VOU. ISSUED	WL CURRENT	WL AVG
		NEW	DENIED	INACTIVE	PURGED			
JAN	345	18	29	2	0	1	331	331.00
FEB	331	21	48	4	0	0	300	315.50
MAR	300	27	25	0	0	8	294	308.33
APR	294	32	18	1	0	3	304	307.25
MAY	304	14	29	4	0	1	284	302.60
JUN	284	16	30	1	0	0	269	297.00
JUL	269	46	28	1	0	9	277	294.14
AUG	277	25	45	2	0	3	252	288.88
SEPT	252	26	37	1	0	2	238	283.22
OCT	238	35	57	4	0	5	207	275.60
NOV								
DEC								
TOTAL		260	346	20	0	32		

VOUCHER ACTIVITY

VOUCHER ACTIVITY	PRIOR SEARCH	VOUCHER ACTIVITY						VOUCH. SEARCH
		ISSUED	EXPIRED	REVOKE	PORTS	FORFEIT	LEASED	
JAN	10	1	0	0	0	0	0	11
FEB	11	0	0	0	0	0	4	7
MAR	7	8	0	0	1	0	3	11
APR	11	3	1	0	1	0	2	10
MAY	10	1	0	0	0	0	3	8
JUN	8	0	0	0	0	0	1	7
JUL	7	9	0	0	0	0	0	16
AUG	16	3	0	0	0	0	5	14
SEPT	14	2	0	0	1	0	2	13
OCT	13	5	0	0	0	0	0	18
NOV								
DEC								
TOTAL		32	1	0	3	0	20	

HOUSING CHOICE VOUCHER PROGRAM

HOUSING ASSISTANCE PAYMENT (HAP) DETAIL – KNOX COUNTY

KNOX CO. HAP STATS	KNOX CO. VOUCH	HAP		% to HAP TOTAL	PER UNIT COST	ROLLING AVG
		KNOX CO.	TOTAL			
JAN	197	\$ 74,813.00	\$ 83,588.00	89.50%	\$ 379.76	\$ 379.76
FEB	201	\$ 74,721.00	\$ 83,753.00	89.22%	\$ 371.75	\$ 375.75
MAR	202	\$ 78,554.00	\$ 82,393.00	95.34%	\$ 388.88	\$ 380.13
APR	202	\$ 81,360.00	\$ 85,199.00	95.49%	\$ 402.77	\$ 385.79
MAY	203	\$ 80,784.00	\$ 86,941.00	92.92%	\$ 397.95	\$ 388.22
JUN	204	\$ 81,534.00	\$ 87,625.00	93.05%	\$ 399.68	\$ 390.13
JUL	202	\$ 81,444.00	\$ 88,312.00	92.22%	\$ 403.19	\$ 392.00
AUG	202	\$ 80,963.00	\$ 85,308.00	94.91%	\$ 400.81	\$ 393.10
SEPT	203	\$ 84,706.00	\$ 89,068.00	95.10%	\$ 417.27	\$ 395.78
OCT	203	\$ 80,219.00	\$ 91,159.00	88.00%	\$ 395.17	\$ 395.72
NOV						
DEC						
TOTAL	2019	\$ 799,098.00	\$ 863,346.00	92.56%	\$ 395.79	

HOUSING ASSISTANCE PAYMENT (HAP) DETAIL – PORTABILITY

PORTABILITY HAP STATS	PORTED VOUCH.	HAP		% to HAP TOTAL	PER UNIT COST	ROLLING AVG
		PORTED	TOTAL			
JAN	5	\$ 6,439.00	\$ 83,588.00	7.70%	\$ 1,287.80	\$ 1,287.80
FEB	5	\$ 6,439.00	\$ 83,753.00	7.69%	\$ 1,287.80	\$ 1,287.80
MAR	3	\$ 3,839.00	\$ 82,393.00	4.66%	\$ 1,279.67	\$ 1,285.09
APR	3	\$ 3,839.00	\$ 85,199.00	4.51%	\$ 1,279.67	\$ 1,283.73
MAY	3	\$ 3,479.00	\$ 86,941.00	4.00%	\$ 1,159.67	\$ 1,258.92
JUN	4	\$ 4,438.00	\$ 87,625.00	5.06%	\$ 1,109.50	\$ 1,234.02
JUL	4	\$ 4,438.00	\$ 88,312.00	5.03%	\$ 1,109.50	\$ 1,216.23
AUG	4	\$ 2,633.00	\$ 85,308.00	3.09%	\$ 658.25	\$ 1,146.48
SEPT	3	\$ 2,070.00	\$ 89,068.00	2.32%	\$ 690.00	\$ 1,095.76
OCT	2	\$ 1,853.00	\$ 91,159.00	2.03%	\$ 926.50	\$ 1,078.84
NOV						
DEC						
TOTAL	36	\$ 39,467.00	\$ 863,346.00	4.57%	\$ 1,096.31	

HOUSING CHOICE VOUCHER PROGRAM

PROGRAM UTILIZATION

VOUCHER - UTILIZATION				BUDGET AUTHORITY - UTILIZATION				
MON	ACC	UML	%	HAP EXPENSE	BUDG. AUTH.	NRP	BA + NRP	%
JAN	285	207	72.63%	\$ 83,588.00	\$ 81,926.00	\$ -	\$ 81,926.00	102.03%
FEB	285	206	72.28%	\$ 167,341.00	\$ 163,852.00	\$ -	\$ 163,852.00	102.13%
MAR	285	205	71.93%	\$ 249,734.00	\$ 245,778.00	\$ -	\$ 245,778.00	101.61%
APR	285	205	71.93%	\$ 334,933.00	\$ 327,704.00	\$ -	\$ 327,704.00	102.21%
MAY	285	206	72.28%	\$ 421,874.00	\$ 409,630.00	\$ -	\$ 409,630.00	102.99%
JUN	285	206	72.28%	\$ 509,499.00	\$ 491,556.00	\$ -	\$ 491,556.00	103.65%
JUL	285	206	72.28%	\$ 597,811.00	\$ 573,482.00	\$ -	\$ 573,482.00	104.24%
AUG	285	206	72.28%	\$ 684,168.00	\$ 655,408.00	\$ -	\$ 655,408.00	104.39%
SEPT	285	206	72.28%	\$ 773,236.00	\$ 737,334.00		\$ 737,334.00	104.87%
OCT	285	205	71.93%	\$ 857,313.00	\$ 819,260.00		\$ 819,260.00	104.64%
NOV								
DEC								

SEMAP scoring for voucher utilization (lease up) is based on % to baseline (285) of total voucher leased, or % of budget authority + NRP expended. To attain full points (20), the agency must achieve 98.0% utilization.

SEMAP FORECAST

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

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

AFFORDABLE HOUSING PRESERVATION (AHP)

AFFORDABLE HOUSING PRESERVATION (AHP)

BRENTWOOD MANOR

Brentwood Manor Apartments is located in Galesburg, Illinois right behind Galesburg High School. This apartment community is comprised of 72 units.

MAINTENANCE		VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
				ACTUAL	SCORE	ACTUAL	SCORE
	Non-emergency WO - completion %	15.0%	100.0%	83.3%	1	97.6%	3
	Non-emergency WO - completion time	15.0%	2.00	9.10	1	4.70	3
	Emergency WO - % abated < 24 hours	15.0%	100.0%	100.0%	4	100.0%	4
	Emergency WO - % complete < 72 hours	15.0%	100.0%	100.0%	4	100.0%	4
	Unit - average make-ready days	20.0%	10.00	0.00	4	0.00	4
	Annual Inspections - complete %	10.0%	100.0%	0.0%	1	0.0%	1
	Annual Inspections - correction %	10.0%	100.0%	100.0%	4	100.0%	4
	Total category score				2.80		3.40

OCCUPANCY		VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
				ACTUAL	SCORE	ACTUAL	SCORE
	Unit-days leased (UDL) - %	25.0%	98.0%	97.9%	3	98.8%	4
	Unit-months leased (UML) - %	25.0%	98.0%	100.0%	4	100.0%	4
	Average leasing days	15.0%	5.00	0.00	4	0.00	4
	Adequacy of wait list (ratio)	15.0%	1.00	5.13	4	5.13	4
	Income targeting - % ELI admissions	0.0%	40.0%	40.0%	4	40.0%	4
	Annual recertifications	20.0%	100.0%	100.0%	4	100.0%	4
	Total category score				3.75		4.00

FINANCIAL		VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
				ACTUAL	SCORE	ACTUAL	SCORE
	Income - Actual to Budget %	10.0%	98.0%	103.7%	4	95.0%	2
	Expense - Actual to Budget %	10.0%	98.0%	86.9%	4	77.1%	4
	Profit/loss	20.0%	1.00	1.22	4	1.26	4
	14-day Notice efficiency	15.0%	98.0%	100.0%	4	100.0%	4
	Tenant accounts receivable (TAR) %	15.0%	1.5%	0.1%	4	0.1%	4
	Tenant collections %	10.0%	98.0%	104.2%	4	95.8%	3
	Deposit collections %	5.0%	98.0%	100.0%	4	100.0%	4
	Reserve position	15.0%	4.00	8.38	4	8.38	4
	Total category score				4.00		3.70

AFFORDABLE HOUSING PRESERVATION (AHP)

PHAS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Physical inspection (PASS)	40.0%	40.00	39.20	4	39.20	4
Management assessment (MASS)	25.0%	25.00	25.00	4	25.00	4
Financial assessment (FASS)	25.0%	25.00	24.09	4	24.09	4
Capital Fund assessment (CFP)	10.0%	10.00	10.00	4	10.00	4
Total category score				4.00		4.00

MANAGEMENT



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Appearance and marketing	20.0%	100.0%	94.3%	4	94.3%	4
50058/50059 submissions	0.0%	100.0%	100.0%	4	100.0%	4
Community service compliance	0.0%	100.0%	100.0%	4	100.0%	4
EIV compliance	0.0%	100.0%	75.0%	1	100.0%	4
Tenant file review compliance	20.0%	100.0%	0.0%	1	0.0%	1
Pest control program effectiveness	20.0%	100.0%	112.5%	4	112.5%	4
Staff development - hiring and retention	5.0%	3.00	3.56	4	3.56	4
Staff development - training/development	5.0%	100.0%	0.0%	1	46.9%	1
Unit-turnaround time (total)	30.0%	100.0%	0.00	4	0.00	4
Total category score				3.25		3.25

TENANT RELATIONS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Tenant engagement	50.0%	100.0%	59.0%	2	63.8%	2
Safety and security	50.0%	3.00	6	4	6	4
Total category score				3.00		3.00

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the prpoerty	15.0%	4.00	2.80	0.42	3.40	0.51
Occupancy	25.0%	4.00	3.75	0.94	4.00	1.00
Financial position	25.0%	4.00	4.00	1.00	3.70	0.93
PHAS	15.0%	4.00	4.00	0.60	4.00	0.60
Management operations	15.0%	4.00	3.25	0.49	3.25	0.49
Tenant engagement	5.0%	4.00	3.00	0.15	3.00	0.15
Total SCORECARD				3.60		3.67
DESIGNATION				HIGH PERFORMER		HIGH PERFORMER

AFFORDABLE HOUSING PRESERVATION (AHP)

PRAIRIELAND TOWNHOUSE APARTMENTS

Tucked away on the southeast side of Galesburg, Illinois, this development is off the beaten path. Home to 65 two-story units, this property also has 13 project-based vouchers (PBV).

MAINTENANCE



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Non-emergency WO - completion %	15.0%	100.0%	50.0%	1	91.9%	2
Non-emergency WO - completion time	15.0%	3.00	1.60	4	4.99	3
Emergency WO - % abated < 24 hours	15.0%	100.0%	100.0%	4	100.0%	4
Emergency WO - % complete < 72 hours	15.0%	100.0%	100.0%	4	100.0%	4
Unit - average make-ready days	20.0%	10.00	0.00	4	0.00	4
Annual Inspections - complete %	10.0%	100.0%	0.0%	1	0.0%	1
Annual Inspections - correction %	10.0%	100.0%	100.0%	4	100.0%	4
Total category score				3.25		3.25

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	99.7%	4	99.4%	4
Unit-months leased (UML) - %	25.0%	98.0%	100.0%	4	100.0%	4
Average leasing days	10.0%	5.00	0.00	4	0.00	4
Adequacy of wait list (ratio)	10.0%	1.00	15.63	4	15.63	4
Income targeting - % ELI admissions	10.0%	40.0%	100.0%	4	100.0%	4
Annual recertifications	20.0%	100.0%	100.0%	4	100.0%	4
Total category score				4.00		4.00

FINANCIAL



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Income - Actual to Budget %	10.0%	98.0%	101.0%	4	96.7%	3
Expense - Actual to Budget %	10.0%	98.0%	92.1%	4	80.1%	4
Profit/loss	20.0%	1.00	1.09	4	1.20	4
30-day Notice efficiency	15.0%	98.0%	8558.0%	4	100.0%	4
Tenant accounts receivable (TAR) %	15.0%	1.5%	1.2%	3	1.2%	3
Tenant collections %	10.0%	98.0%	101.6%	4	96.6%	3
Deposit collections %	5.0%	98.0%	100.0%	4	100.0%	4
Reserve position	15.0%	4.00	-6.54	1	-6.54	1
Total category score				3.40		3.20

AFFORDABLE HOUSING PRESERVATION (AHP)

PHAS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Physical inspection (PASS)	40.0%	40.00	39.20	4	39.20	4
Management assessment (MASS)	25.0%	25.00	25.00	4	25.00	4
Financial assessment (FASS)	25.0%	25.00	2.00	1	2.00	1
Capital Fund assessment (CFP)	10.0%	10.00	10.00	4	10.00	4
Total category score				3.25		3.25

MANAGEMENT



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Appearance and marketing	15.0%	100.0%	94.3%	4	97.1%	4
50058/50059 submissions	5.0%	100.0%	100.0%	4	100.0%	4
Community service compliance	0.0%	100.0%	100.0%	4	100.0%	4
EIV compliance	10.0%	100.0%	100.0%	4	100.0%	4
Tenant file review compliance	15.0%	100.0%	0.0%	1	0.0%	1
Pest control program effectiveness	15.0%	100.0%	100.0%	4	100.0%	4
Staff development - hiring and retention	5.0%	3.00	3.56	4	3.56	4
Staff development - training/development	5.0%	100.0%	0.0%	1	46.9%	1
Unit-turnaround time (total)	30.0%	100.0%	0.00	4	0.00	4
Total category score				3.40		3.40

TENANT RELATIONS



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Tenant engagement	50.0%	100.0%	99.0%	4	106.1%	4
Safety and security	50.0%	3.00	6	4	6	4
Total category score				4.00		4.00

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the prpoerty	15.0%	4.00	3.25	0.49	3.25	0.49
Occupancy	25.0%	4.00	4.00	1.00	4.00	1.00
Financial position	25.0%	4.00	3.40	0.85	3.20	0.80
PHAS	15.0%	4.00	3.25	0.49	3.25	0.49
Management operations	15.0%	4.00	3.40	0.51	3.40	0.51
Tenant engagement	5.0%	4.00	4.00	0.20	4.00	0.20
Total SCORECARD				3.54		3.49
DESIGNATION			HIGH PERFORMER		STANDARD	

AFFORDABLE HOUSING PRESERVATION (AHP)

AHP OCCUPANCY

Occupying our AHP units is at the core of the agency's mission. Maintaining an affordable housing option in Knox County is essential given the critical level of availability in the face of rising housing costs. Occupancy is measured in both unit days (UDL) and unit months (UML). The goal for each property is 98% for both measures.

	CURRENT PERIOD								FISCAL YEAR END							
Brentwood Manor	2232	2185	97.9%	2.1%	72	72	100.0%	0.0%	15408	15220	98.8%	1.2%	504	504	100.0%	0.0%
PrairieLand Townhouses	2015	2009	99.7%	0.3%	65	65	100.0%	0.0%	13910	13832	99.4%	0.6%	435	435	100.0%	0.0%
AHP Total	4247	4194	98.8%	1.2%	137	137	100.0%	0.0%	29318	29052	99.1%	0.9%	939	939	100.0%	0.0%

AGENCY VISION

AGENCY VISION

WHO WE ARE.

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

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

WHAT WE DO.

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

WHO WE SERVE.

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

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





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November 25, 2024

Knox County Housing Authority
Board of Commissioners

Attorneys Report:

1. Review file, prepare summons, complaint, exhibits, affidavit, file and appear in the following FED cases¹:

Miles & Casey Crew (1557 McKnight St.)	1 st Appr. - STO
Jasmine Casey (540 Iowa Ave.)	1 st Appr. - CT 12/12/24 CBRAP
Nyteesha Sims (1588 McKnight St.)	1 st Appr. - CT 12/19/24 CBRAP
Kaleigh Whitson (1573 McKnight St.)	1 st Appr. - CD
Tosha Bornsen (505 Iowa Ct.)	1 st Appr. - CT 12/05/24 CBRAP
Tia Coleman (1509 McKnight St.)	1 st Appr. - CT 12/05/24 CBRAP
Crystal Hickman (501 Iowa Ct.)	1 st Appr. - CD
Patricia Hutchinson (1539 McKnight St.)	1 st Appr. - CT 12/05/24 CBRAP
Antoinette McClain (503 Iowa Ct.)	1 st Appr. - CT 12/05/24 CBRAP
Smokey Shumaker (472 Iowa Ave.)	1 st Appr. - JD
Elizabeth May (1055 W. Berrien St.)	11/21/24 VJCD

¹ Acronyms: FED - forcible entry and detainer, AO - agreed order, CD - case dismissed, JD for judgment, STO - stipulated order upon default JD issued, CT for continued, STI for summons to issue and ASTI for alias summons to issue, CMC case management conference, VMO for voluntary move out, VJCD for vacated judgment case dismissed, CBRAP - application for court based assistance, and BW (Atty Bart Wolek) or TM (Atty Tracey Mergener) for Prairie State Legal Services.

Ronetta Johnson (1535 McKnight St.)	11/21/24 VJCD
Kristy Akin (255 W. Tompkins St. #1006)	1 st Appr. - CT 12/19/24 CBRAP
Jacque Buckley (255 W. Tompkins St. #506)	1 st Appr. - CD
Ineice Anderson (255 W. Tompkins St. #908)	1 st Appr. - CT 12/19/24 CBRAP
Cornelius McCrary (170 S. West St. #222)	1 st Appr. - CD
Brooke Montgomery (1515 McKnight St.)	1 st Appr. - 12/05/24
Geonne Wane (1582 Mc Knight St.)	1 st Appr. - 12/05/24
Crystal Finley (1537 McKnight St.)	1 st Appr. - 12/05/24
Amy Wilson (170 S. West St. #817)	1 st Appr. - 12/05/24
Patricia Hutchinson (1539 McKnight St.)	1 st Appr. - 12/05/24
Tosha Bornsen (505 Iowa Ct.)	1 st Appr. - 12/02/24
Tia Coleman (1509 McKnight St.)	1 st Appr. - 12/05/24
Antoinette McClain (503 Iowa Ct.)	1 st Appr. - 12/05/24
Labardae Ferguson (532 Michigan Ave.)	1 st Appr. - 12/12/24
Samantha Knapp (968 W. South St.)	1 st Appr. - 12/12/24
Kinzie Hawkins (560 Iowa Ave.)	1 st Appr. - 12/12/24
Michaela Garrett (960 W. South St.)	1 st Appr. - 12/12/24
Raymond Baker (255 W. Tompkins St. #509)	1 st Appr. - 12/12/24
Shabrea Coleman (1548 McKnight St.)	1 st Appr. - 12/12/24
Ashley Borsen (1527 McKnight St.)	1 st Appr. - 12/12/24
Jayne Lashbrook (424 Iowa Ave.)	1 st Appr. - 12/12/24

2. Review monthly board packet and attend monthly meeting.

Jack P. Ball, Esq.