

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Library
2/4/2025
4:00 PM

Opening	Roll Call	Chairperson Hawkinson
☐ LaToya Carson	Review/Approve Previous Meeting Minutes	Chairperson Hawkinson
☐ Jared Hawkinson	Review/Ratify 12-2024 Financial Reports	Chairperson Hawkinson
☐ Joey Range	Review/Ratify 12-2024 Claims and Bills	Chairperson Hawkinson
☐ Joseph Riley	COCC:	\$ 127,938.43
☐ Sara Robison	Moon Towers:	\$ 123,295.40
☐ Dena Simkins	Family:	\$ 184,265.40
☐ Dena St. George	Bluebell:	\$ 38,918.26
<u>Excused:</u>	HCV:	\$ 111,288.70
Dena St. George	Brentwood:	\$ 37,457.48
	Prairieland:	\$ 30,361.84
<u>Others Present:</u>	Capital Fund 2020:	\$ 0.00
	Capital Fund 2021:	\$ 0.00
	Capital Fund 2022:	\$ 155,439.70
	Capital Fund 2023:	\$ 129,530.93
	Capital Fund 2024:	\$ 0.00
Public Comment	Open	Chairperson Hawkinson
Old Business	None	
New Business	Review/Approve Pay Request #7 to Mechanical Service, Inc. – Furnace and Lighting Replacement Project	Derek Antoine
	Review/Approve Contract Award for Elevator Repair and Upgrades Project	Derek Antoine
	Review/Adopt Resolution 2025-01 - Approval of Bad Debt Charge-Offs for the period ending December 31, 2024	Derek Antoine
	Discussion/Approval of Solicitation for Project-Based Voucher Assistance	Derek Antoine

board agenda

Reports

Executive Director's Report – 01/2025

Derek Antoine

KCHA Legal Counsel Report – 01/2025

Jack Ball

Other Business

Update on Impact of Recent Executive Actions
by the Trump Administration

Derek Antoine

Adjournment

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
January 2, 2025**

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: Jared Hawkinson
 Joey Range
 Joseph Riley
 Dena Simkins

EXCUSED: LaToya Carson
 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 4:03 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 Riley made a motion to approve the previous meeting minutes as presented; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

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

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

November 2024 claims against the HA Administration in the sum of \$754,947.58; Central Office Cost Center in the sum of \$185,455.06; Moon Towers in the sum of \$84,793.74; Family in the sum of \$117,561.02; Bluebell in the sum of \$25,266.91; Housing Choice Voucher Program in the sum of \$111,732.45; Brentwood (A.H.P.) in the sum of \$31,397.35; Prairieland (A.H.P.) in the sum of \$31,201.84; 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 \$156,232.98; Capital Fund '23 in the sum of \$11,306.23; and Capital Fund '24 in the sum of \$0.00 were presented for approval. Commissioner Riley

made a motion to ratify the claims and bills for November 2024;
Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye

Commissioner Range - 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 Resolution 2024-08 Adoption of LIPH Utility Allowance Schedule for FFY2025. After brief discussion, Commissioner Simkins made a motion to approve Resolution 2024-08 Adoption of LIPH Utility Allowance Schedule for FFY2025; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye

Commissioner Range - aye

Commissioner Riley - aye

Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2024-09 Adoption of HCVP Utility Allowance Schedule for FFY2025. After brief discussion, Commissioner Simkins made a motion to approve Resolution 2024-09 Adoption of HCVP Utility Allowance Schedule for FFY2025; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye

Commissioner Range - aye

Commissioner Riley - aye

Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2024-10 Adoption of Public Housing Flat Rent Schedule for FFY2025. After brief discussion, Commissioner Simkins made a motion to approve Resolution 2024-10 Adoption of Public Housing Flat Rent Schedule for FFY2025; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye

Commissioner Range - aye

Commissioner Riley - aye

Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2024-11 Adoption of Housing Choice Voucher Payment Standard Schedule for FFY2025. After brief discussion, Commissioner Riley made a motion to approve Resolution 2024-11 Adoption of Housing Choice Voucher Payment Standard Schedule for FFY2025; Commissioner Simkins seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2024-12 Adoption of Certifications of Compliance with PHA Annual Plan Submission for FYE 03/31/2026. After brief discussion, Commissioner Riley made a motion to approve Resolution 2024-12 Adoption of Certifications of Compliance with PHA Annual Plan Submission for FYE 03/31/2026; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2024-13 Adoption of Certifications of Compliance with PHA Five-Year Plan Submission for FYE 03/31/2026. After brief discussion, Commissioner Simkins made a motion to approve Resolution 2024-13 Adoption of Certifications of Compliance with PHA Five-Year Plan Submission for FYE 03/31/2026; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Dental & Vision Insurance Services and Rates for CY 2025. Mr. Antoine referred to the board memo. He said the costs would increase slightly but offer better benefits. After brief discussion, Commissioner Riley made a motion to approve Dental & Vision Insurance Services and Rates for CY 2025; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Pay Request #6 from Mechanical Services Inc. for Lighting and Furnace Replacement Project. Alliance Architects has reviewed and signed approval for pay request #6. After brief discussion, Commissioner Riley made a motion to approve Pay Request #6 from Mechanical Services Inc. for Lighting and Furnace Replacement Project in the amount of \$73,760.62; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye
Commissioner Range - aye
Commissioner Riley - aye
Commissioner Simkins - aye

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Change Order #3 to Mechanical Services Inc for Lighting and Furnace Replacement Project.

This change order was detailed in the board memo and provides for labor, material, equipment and additional time to complete the project. Alliance Architects has reviewed and approved this proposed revised change order. After brief discussion, Commissioner Simkins made a motion to approve Change Order #3 Mechanical Services Inc. for Lighting and Furnace Replacement Project as outlined in the Board memo that increases the contract sum by \$32,630.00 and adds 134 days to the contract; Commissioner Riley seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye

Commissioner Range - aye

Commissioner Riley - aye

Commissioner Simkins - aye

Motion Carried, 4-0.

REPORTS

There was no written Executive Director's Report for the month. Mr. Antoine reported that operations were status quo.

Mr. Ball reviewed the Legal Counsel Report. Mr. Ball advised that the agency should send terminations by certified mail with return receipt if service was unsuccessful by in-person delivery.

OTHER BUSINESS

Chairperson Hawkinson mentioned that it is approaching the time to start planning for the Executive Director performance appraisal. More information will be forthcoming.

ADJOURNMENT

Commissioner Riley made a motion to adjourn the meeting at 4:54 p.m.; Commissioner Range seconded. Roll call was taken as follows:

Commissioner Hawkinson - aye

Commissioner Range - aye

Commissioner Riley - aye

Commissioner Simkins - aye

Motion Carried, 4-0.

Respectfully submitted,

Secretary

LOW RENT

<u>COCC</u>	<u>Dec-24</u>	<u>Current YTD</u>		
Operating Income	\$196,372.04	\$1,370,866.30		
Operating Expenses	\$128,255.98	\$1,358,093.55		
Net Revenue Income/(Loss)	\$68,116.06	\$12,772.75	COCC - Cash, Investments, A/R, & A/P	\$731,955
<u>MOON TOWERS</u>	<u>Dec-24</u>	<u>Current YTD</u>		
Operating Income	\$94,297.23	\$861,064.44	Moon - Cash, Investments, A/R, & A/P	\$ 642,090
Operating Expenses	\$124,189.54	\$915,605.40	Minimum Reserve Position	\$ 406,936
Net Revenue Income/(Loss)	(\$29,892.31)	(\$54,540.96)	Over/(Under) Minimum Reserve Position	\$235,154
<u>FAMILY SITES</u>	<u>Dec-24</u>	<u>Current YTD</u>		
Operating Income	\$119,078.85	\$1,021,064.91	Family - Cash, Investments, A/R, & A/P	\$ 862,255
Operating Expenses	\$194,032.48	\$1,064,701.82	Minimum Reserve Position	\$ 473,201
Net Revenue Income/(Loss)	(\$74,953.63)	(\$43,636.91)	Over/(Under) Minimum Reserve Position	\$389,054
<u>BLUEBELL</u>	<u>Dec-24</u>	<u>Current YTD</u>		
Operating Income	\$26,513.59	\$238,790.56	Bluebell - Cash, Investments, A/R, & A/P	\$ 280,168
Operating Expenses	\$39,164.32	\$232,683.37	Minimum Reserve Position	\$ 103,415
Net Revenue Income/(Loss)	(\$12,650.73)	\$6,107.19	Over/(Under) Minimum Reserve Position	\$176,753

Monthly Notes:

- For income: COCC billed out \$56,222.25 in maintenance labor charges and received \$71,865.06 from fees: \$41,654.06 from management fees, \$4,240 from asset management fees; \$5,715 for bookkeeping fees; \$6,732 each from safety/security fees, participant fees and from Mental Health Fees. COCC also received \$67,000 from Galesburg Mental Health Board and \$555 from Vendor Bingo to reimburse accrued shelter expenses.
- The amps received \$142,008 in subsidy from HUD with Moon Towers receiving \$50,398; Family \$82,011; and Bluebell \$9,599.
- Expenses worth noting are moving annual MRI software payments from computer and member dues/fees expense to prepaid expense on balance sheet (the expense will be recorded monthly on income statement), a new tub and surround along with flooring removal and quarterly elevator maintenance payment at Moon; installation and removal of flooring (\$68,347.91), replacement of GCFIs, install new water heaters, sewer work at 480 Iowa, curb stop repair, and purchased couple of snake machines for Family; and quarterly elevator maintenance payment along with elevator breakdown repairs and lighting fixture replacements at Bluebell.
- Overall, COCC is in the black for the month and with Bluebell, year-to-date. Moon and Family are in the red for the month and year-to-date. In January, the amps will receive operations funding from CFP program to help offset the deficit.

AHP

<u>BRENTWOOD</u>	<u>Dec-24</u>	<u>Current YTD</u>	<u>PRAIRIELAND</u>	<u>Dec-24</u>	<u>Current YTD</u>
Operating Income	\$43,752.82	\$367,281.53	Operating Income	\$38,270.76	\$332,918.27
Operating Expenses	\$39,240.48	\$294,034.90	Operating Expenses	\$31,926.84	\$277,278.47
Net Revenue Income/(Loss)	\$4,512.34	\$73,246.63	Net Revenue Income/(Loss)	\$6,343.92	\$55,639.80
Brentwood's Cash, Investments, A/R, & A/P	\$ 680,855.90		Prairieland's Cash, Investments, A/R, & A/P	\$ (170,797.85)	
Restricted Cash (Sec. Dep. & Current Liabilities)	\$ 378,735.24		Restricted Cash (Sec. Dep., Reserve, Receipts, liabs)	\$ 328,771.51	
BW's Available Cash	\$ 302,120.66		PL's Available Cash	\$157,973.66	

Monthly Notes:

- For Income: Brentwood received \$43,077.77 in tenant income and Prairieland's received \$32,382.00 in tenant income.
- For expenses, four refrigerators, a stove, and two water heaters were purchase for Brentwood.
- Both properties show in the black for the month and year-to-date.

HOUSING CHOICE VOUCHERS (HCV)

<u>ADMINISTRATIVE</u>	<u>Dec-24</u>	<u>Current YTD</u>
Operating Income	\$13,664.27	\$129,915.44
Operating Expenses	\$22,209.48	\$172,438.15
Net Revenue Income/(Loss)	(\$8,545.21)	(\$42,522.71)

Unrestricted Net Position (UNP)

Prior Month Balance	\$	-
Investment in Fixed Assets		
Monthly HCV Admin Revenue - Gain/(Loss)	\$	(8,545.21)
Transfer to NRP or Adjustment	\$	-
UNP Ending Balance Per VMS	\$	-

Monthly Notes:

- HCV received \$13,655 in admin fee subsidy from HUD and shows an decrease in revenue of \$8,545.21 for the month with unrestricted net position having no balance.

<u>HAP</u>	<u>Dec-24</u>	<u>Current YTD</u>
Operating Income	\$88,430.00	\$795,841.00
Operating Expenses	\$89,115.21	\$785,100.22
Net Revenue Income/(Loss)	(\$685.21)	\$10,740.78

Restricted Net Position (RNP)

Prior Month Balance	\$	862.57
Investment in Fixed Assets	\$	-
Monthly HCV HAP Revenue - Gain/(Loss)		(\$685.00)
Adjustment/Transfer from COCC or UNP		
RNP Ending Balance per VMS	\$	177.57

Monthly Notes:

- HCV received \$88,430 in HAP subsidy and had a decrease in revenue of \$685.21. Restricted Net Position shows a balance of \$177.57.

EMERGENCY HOUSING VOUCHERS (EHV)

<u>ADMINISTRATIVE</u>	<u>Dec-24</u>	<u>Current YTD</u>
Operating Income	\$ 787.00	\$ 5,104.00
Operating Expenses	\$ 341.40	\$ 3,962.70
Net Revenue Income/(Loss)	\$445.60	\$1,141.30

EHV (UNP)

Prior Month Balance	\$	23,259.63
Monthly EHV Admin Revenue - Gain/(Loss)	\$	445.60
EHV UNP Ending Balance	\$	\$23,705.23

Monthly Notes:

- EHV received \$787 in admin fee subsidy from HUD and had an increase in revenue of \$445.60 for the month.

<u>HAP</u>	<u>Dec-24</u>	<u>Current YTD</u>
Operating Income	\$ 4,047.00	\$ 50,597.00
Operating Expenses	\$ 3,846.00	\$ 46,119.15
Net Revenue Income/(Loss)	\$201.00	\$4,477.85

EHV (RNP)

Prior Month Balance	\$	3,091.85
Monthly EHV HAP Revenue - Gain/(Loss)	\$	201.00
RNP Ending Balance per VMS	\$	\$3,292.85

Monthly Notes:

- EHV received \$4,047 in HAP subsidy and had an increase in revenue of \$201.

MISCELLANEOUS

IDROP Bad Debt Submitted

<u>Property Sites</u>	<u>Dec-24</u>	<u>Historical</u>
Moon Towers	\$ -	\$ 28,019.41
Family Sites	\$ -	\$ 38,289.74
Bluebell	\$ -	\$ 49,416.18
Brentwood	\$ -	\$ 46,560.20
Prairieland	\$ -	\$ 570,325.91
Housing Choice Voucher	\$ -	\$ 1,045,268.57
Total	\$ -	\$ 1,777,880.01

IDROP Bad Debt Collected

<u>Property Sites</u>	<u>Dec-24</u>	<u>Historical</u>
Moon Towers	\$ 75.00	\$ 360.06
Family Sites	\$ -	\$ 10,617.54
Bluebell	\$ -	\$ 10,577.19
Brentwood	\$ -	\$ 13,445.30
Prairieland	\$ -	\$ 130,452.16
Housing Choice Voucher	\$ -	\$ 250,763.55
Total	\$ 75.00	\$ 416,215.80

Tenant Online Payments

<u>Property Sites</u>	<u>Dec-24</u>	<u>FYE 2024</u>
Moon Towers	\$ 4,345.95	\$ 38,670.66
Family Sites	\$ 9,598.25	\$ 31,102.25
Bluebell	\$ 777.00	\$ 41,857.00
Brentwood	\$ 7,517.00	\$ 28,582.00
Prairieland	\$ 5,400.00	\$ 105,713.68
Housing Choice Voucher	\$ -	\$ 266,839.82
Fiscal Year 2022 Total	\$ 27,638.20	\$ 512,765.41

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	\$416,215.80	\$ 34,818.87
37.65%	34.74%	2.91%

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

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	15.00	15.00	0.00	135.00	135.00	180.00	0.00
REVENUE							
FEE REVENUE							
70710 Management Fees							
10-1-000-000-3810.000 Management Fee Inc	-41,654.06	-42,476.00	821.94	-382,284.00	-378,139.43	-509,712.00	-25.81
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	-12,624.75	12,624.75	-113,622.75	0.00	-151,497.00	-100.00
Total Line 70710	-41,654.06	-55,100.75	13,446.69	-495,906.75	-378,139.43	-661,209.00	-42.81
70720 Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmnt Fee Inc	-4,240.00	-4,240.00	0.00	-38,160.00	-38,160.00	-50,880.00	-25.00
Total Line 70720	-4,240.00	-4,240.00	0.00	-38,160.00	-38,160.00	-50,880.00	-25.00
70730 Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,715.00	-5,822.00	107.00	-52,398.00	-51,945.00	-69,864.00	-25.65
Total Line 70730	-5,715.00	-5,822.00	107.00	-52,398.00	-51,945.00	-69,864.00	-25.65
70750 Other Fees							
10-1-000-000-3840.000 Other Fee Inc	-60.00	-50.00	-10.00	-450.00	-720.00	-600.00	20.00
10-1-000-000-3850.000 Inspection Income	0.00	-416.67	416.67	-3,750.03	0.00	-5,000.00	-100.00
10-1-000-000-3850.001 Maint Labor Income	-56,222.25	-57,439.00	1,216.75	-516,951.00	-535,190.75	-689,268.00	-22.35
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	-60,588.00	-60,588.00	-80,784.00	-25.00
10-1-000-000-3850.007 Mental Health Fee Inc	-6,732.00	-6,732.00	0.00	-60,588.00	-60,588.00	-80,784.00	-25.00
10-1-000-000-3850.008 Participant Fee Income	-6,732.00	-6,732.00	0.00	-60,588.00	-60,588.00	-80,784.00	-25.00
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	-76,478.25	-78,101.67	1,623.42	-702,915.03	-717,674.75	-937,220.00	-23.43
70700 TOTAL FEE REVENUE	-128,087.31	-143,264.42	15,177.11	-1,289,379.78	-1,185,919.18	-1,719,173.00	-31.02
OTHER REVENUE							
71100 Investment Income - Unrestricted							
10-1-000-000-3610.000 Interest Income	-578.54	-750.00	171.46	-6,750.00	-8,523.30	-9,000.00	-5.30
10-1-000-000-3610.023 Interest Income - HRA	-1.19	-1.00	-0.19	-9.00	-8.73	-12.00	-27.25
Total Line 71100	-579.73	-751.00	171.27	-6,759.00	-8,532.03	-9,012.00	-5.33
71500 Other Revenue							
10-1-000-000-3690.000 Other Income	0.00	-200.00	200.00	-1,800.00	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	-67,705.00	-20,875.00	-46,830.00	-187,875.00	-156,415.09	-250,500.00	-37.56
Total Line 71500	-67,705.00	-21,075.00	-46,630.00	-189,675.00	-176,415.09	-252,900.00	-30.24
TOTAL OTHER REVENUE	-68,284.73	-21,826.00	-46,458.73	-196,434.00	-184,947.12	-261,912.00	-29.39
70000 TOTAL REVENUE	-196,372.04	-165,090.42	-31,281.62	-1,485,813.78	-1,370,866.30	-1,981,085.00	-30.80

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Knox County Housing Authority
FDS Income Statement - COCC
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
10-1-000-000-4110.000 Admin Salaries	35,471.68	39,258.00	-3,786.32	353,322.00	350,230.86	471,096.00	-25.66
10-1-001-000-4110.000 Warm Shelter Salaries	14,412.00	15,000.00	-588.00	135,000.00	129,838.03	180,000.00	-27.87
Total Line 91100	49,883.68	54,258.00	-4,374.32	488,322.00	480,068.89	651,096.00	-26.27
91200 Auditing Fees							
10-1-000-000-4171.000 Audit Fee	3,400.00	267.00	3,133.00	2,403.00	3,400.00	3,204.00	6.12
Total Line 91200	3,400.00	267.00	3,133.00	2,403.00	3,400.00	3,204.00	6.12
91400 Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	83.33	-83.33	749.97	500.34	1,000.00	-49.97
Total Line 91400	0.00	83.33	-83.33	749.97	500.34	1,000.00	-49.97
91500 Benefit Contributions - Admin							
10-1-000-000-4110.500 Emp Benefit - Admin	15,207.35	13,666.67	1,540.68	123,000.03	130,156.42	164,000.00	-20.64
10-1-000-000-4110.550 Benefit - Life Ins.	1,895.72	200.00	1,695.72	1,800.00	6,244.14	2,400.00	160.17
10-1-001-000-4110.500 Warm Shelter Benefits	1,887.35	4,800.00	-2,912.65	43,200.00	13,185.83	57,600.00	-77.11
Total Line 91500	18,990.42	18,666.67	323.75	168,000.03	149,586.39	224,000.00	-33.22
91600 Office Expense							
10-1-000-000-4140.000 Training - Staff	0.00	833.33	-833.33	7,499.97	8,486.84	10,000.00	-15.13
10-1-000-000-4180.000 Telephone	2,414.79	666.67	1,748.12	6,000.03	6,424.02	8,000.00	-19.70
10-1-000-000-4190.000 Other Sundry	2,117.88	416.67	1,701.21	3,750.03	1,901.68	5,000.00	-61.97
10-1-000-000-4190.050 Office Rent Exp	600.00	600.00	0.00	5,400.00	5,400.00	7,200.00	-25.00
10-1-000-000-4190.100 Postage	-3.00	200.00	-203.00	1,800.00	1,884.33	2,400.00	-21.49
10-1-000-000-4190.200 Office Supplies	220.22	166.67	53.55	1,500.03	888.75	2,000.00	-55.56
10-1-000-000-4190.250 Office Furniture	0.00	41.67	-41.67	375.03	-225.00	500.00	-145.00
10-1-000-000-4190.300 Paper Supplies	391.45	166.67	224.78	1,500.03	519.49	2,000.00	-74.03
10-1-000-000-4190.400 Printing	208.29	100.00	108.29	900.00	470.08	1,200.00	-60.83
10-1-000-000-4190.401 Printing Supplies	233.42	100.00	133.42	900.00	1,893.77	1,200.00	57.81
10-1-000-000-4190.500 Printer/Copier Sup Cont	185.98	229.17	-43.19	2,062.53	1,301.86	2,750.00	-52.66
10-1-000-000-4190.550 Computers	-12,173.20	20.83	-12,194.03	187.47	-9,769.35	250.00	-4,007.74
10-1-000-000-4190.600 Publications	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4190.700 Member Dues/Fees	-12,754.66	1,250.00	-14,004.66	11,250.00	-9,102.66	15,000.00	-160.68
10-1-000-000-4190.800 Internet Services	219.06	291.67	-72.61	2,625.03	1,971.50	3,500.00	-43.67
10-1-000-000-4190.850 IT Support	1,188.00	416.67	771.33	3,750.03	3,478.50	5,000.00	-30.43
Total Line 91600	-17,151.77	5,520.85	-22,672.62	49,687.65	15,523.81	66,250.00	-76.57
91700 Legal Expense							
10-1-000-000-4130.000 Legal Expense	800.00	800.00	0.00	7,200.00	6,400.00	9,600.00	-33.33
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	7,200.00	6,400.00	9,600.00	-33.33
91800 Travel Expense							
10-1-000-000-4150.000 Travel - Staff	0.00	1,250.00	-1,250.00	11,250.00	11,626.87	15,000.00	-22.49
10-1-000-000-4150.010 Travel - Commissioners	0.00	750.00	-750.00	6,750.00	223.78	9,000.00	-97.51
10-1-000-000-4150.100 Mileage - Admin	286.76	125.00	161.76	1,125.00	993.68	1,500.00	-33.75
Total Line 91800	286.76	2,125.00	-1,838.24	19,125.00	12,844.33	25,500.00	-49.63
91900 Other Expense							
10-1-000-000-4120.400 Fee for Service Exp	404.34	500.00	-95.66	4,500.00	2,928.73	6,000.00	-51.19
10-1-000-000-4120.500 Other Fee Exp	0.00	8.33	-8.33	74.97	33.46	100.00	-66.54
10-1-000-000-4140.010 Training - Commiss	0.00	250.00	-250.00	2,250.00	0.00	3,000.00	-100.00
10-1-000-000-4160.000 Consulting Services	1,063.17	1,350.00	-286.83	12,150.00	10,023.53	16,200.00	-38.13
10-1-000-000-4190.950 Background Verif	0.00	20.00	-20.00	180.00	63.10	240.00	-73.71

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-001-000-4120.400 Fee for Serv Exp - WS	0.00	59.00	-59.00	531.00	-22.12	708.00	-103.12
10-1-001-000-4190.000 Admin Supplies - WS	500.20	1,016.00	-515.80	9,144.00	7,552.73	12,192.00	-38.05
Total Line 91900	1,967.71	3,203.33	-1,235.62	28,829.97	20,579.43	38,440.00	-46.46
91000 TOTAL OPERATING EXPENSE - Admin	58,176.80	84,924.18	-26,747.38	764,317.62	688,903.19	1,019,090.00	-32.40
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-000-4310.000 Water	23.18	30.00	-6.82	270.00	171.59	360.00	-52.34
10-1-000-000-4315.000 Sewer	22.22	20.00	2.22	180.00	153.46	240.00	-36.06
10-1-000-000-4320.000 Electric	611.81	375.00	236.81	3,375.00	2,258.38	4,500.00	-49.81
10-1-000-000-4330.000 Gas	274.89	200.00	74.89	1,800.00	960.78	2,400.00	-59.97
10-1-001-000-4310.000 Water - W.S.	97.70	0.00	97.70	0.00	824.17	0.00	
10-1-001-000-4315.000 Sewer - W.S.	129.19	0.00	129.19	0.00	1,089.76	0.00	
10-1-001-000-4320.000 Electric - W.S.	781.36	0.00	781.36	0.00	3,479.56	0.00	
10-1-001-000-4330.000 Gas - W. S.	245.40	0.00	245.40	0.00	896.84	0.00	
Total Line 93100, 93200, 93300, 93600	2,185.75	625.00	1,560.75	5,625.00	9,834.54	7,500.00	31.13
93000 TOTAL UTILITIES EXPENSES	2,185.75	625.00	1,560.75	5,625.00	9,834.54	7,500.00	31.13
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-000-4410.000 Maint Labor	40,184.32	43,833.00	-3,648.68	394,497.00	387,186.98	525,996.00	-26.39
10-1-000-000-4410.010 Maint Admin Salary	167.18	175.00	-7.82	1,575.00	2,129.42	2,100.00	1.40
10-1-000-000-4410.100 Maint Labor - OT	365.94	810.00	-444.06	7,290.00	7,100.43	9,720.00	-26.95
Total Line 94100	40,717.44	44,818.00	-4,100.56	403,362.00	396,416.83	537,816.00	-26.29
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	90.00	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	375.03	1,093.10	500.00	118.62
10-1-000-000-4420.070 Electrical Supplies	130.71	10.00	120.71	90.00	130.71	120.00	8.93
10-1-000-000-4420.080 Plumbing Supplies	0.00	10.00	-10.00	90.00	39.60	120.00	-67.00
10-1-000-000-4420.100 Janitorial Supplies	41.89	83.33	-41.44	749.97	126.73	1,000.00	-87.33
10-1-000-000-4420.110 Routine Maint. Supplies	823.50	20.83	802.67	187.47	829.49	250.00	231.80
10-1-000-000-4420.120 Other Misc Supply	0.00	41.67	-41.67	375.03	346.00	500.00	-30.80
10-1-000-000-4420.125 Mileage	0.00	20.83	-20.83	187.47	17.95	250.00	-92.82
10-1-000-000-4420.126 Vehicle Supplies	37.27	62.50	-25.23	562.50	431.14	750.00	-42.51
10-1-001-000-4420.080 Plumbing Supplies-WS	180.83	0.00	180.83	0.00	180.83	0.00	
Total Line 94200	1,214.20	300.83	913.37	2,707.47	3,195.55	3,610.00	-11.48
94300 Maintenance - Contracts							
10-1-000-000-4430.010 Garbage & Trash Cont	92.40	41.67	50.73	375.03	184.80	500.00	-63.04
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	187.47	356.40	250.00	42.56
10-1-000-000-4430.126 Vehicle Maint Cont	89.55	41.67	47.88	375.03	430.93	500.00	-13.81
10-1-001-000-4430.070 Electrical Contract-WS	2,916.00	0.00	2,916.00	0.00	2,916.00	0.00	

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10-1-001-000-4430.080 Plumbing-WS	635.67	0.00	635.67	0.00	635.67	0.00	
Total Line 94300 - (sub accts)	3,733.62	104.17	3,629.45	937.53	4,351.30	1,250.00	248.10
94500 Maintenance - Ordinary/Benefits							
10-1-000-000-4410.500 Maint Emp Benefit	12,796.48	18,658.00	-5,861.52	167,922.00	159,537.39	223,896.00	-28.74
10-1-000-000-4410.510 Maint Admin Benefits	61.49	186.00	-124.51	1,674.00	1,822.68	2,232.00	-18.34
Total Line 94500	12,857.97	18,844.00	-5,986.03	169,596.00	161,360.07	226,128.00	-28.64
94000 TOTAL MAINTENANCE EXPENSE	58,523.23	64,067.00	-5,543.77	576,603.00	565,323.75	768,804.00	-26.47
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	39,879.00	39,106.80	53,172.00	-26.45
10-1-000-000-4481.500 Safety/Security Benefits	1,704.27	2,546.00	-841.73	22,914.00	22,334.11	30,552.00	-26.90
Total Line 95100	5,773.77	6,977.00	-1,203.23	62,793.00	61,440.91	83,724.00	-26.61
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	73.98	200.00	-126.02	1,800.00	1,048.08	2,400.00	-56.33
10-1-000-000-4480.500 Other Security Contract	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-001-000-4480.100 ADT Contract - W.S.	52.99	0.00	52.99	0.00	317.94	0.00	
Total Line 95200	126.97	283.33	-156.36	2,549.97	1,366.02	3,400.00	-59.82
95000 TOTAL PROTECTIVE SERVICES EXP	5,900.74	7,260.33	-1,359.59	65,342.97	62,806.93	87,124.00	-27.91
INSURANCE PREMIUMS EXPENSE							
96110 120 130 - Property Liab Work Comp							
10-1-000-000-4510.010 Property Insurance	118.44	121.00	-2.56	1,089.00	1,065.96	1,452.00	-26.59
10-1-000-000-4510.020 Liability Insurance	36.81	0.00	36.81	0.00	331.29	0.00	
10-1-000-000-4510.030 Work Comp Insurance	2,561.73	2,613.00	-51.27	23,517.00	23,055.57	31,356.00	-26.47
Total Line 96110, 96120, 96130	2,716.98	2,734.00	-17.02	24,606.00	24,452.82	32,808.00	-25.47
96140 All Other Insurance							
10-1-000-000-4510.015 Equipment Insurance	16.07	17.00	-0.93	153.00	144.63	204.00	-29.10
10-1-000-000-4510.025 PE & PO Insurance	686.41	700.00	-13.59	6,300.00	6,177.69	8,400.00	-26.46
10-1-000-000-4510.035 Auto Insurance	50.00	51.00	-1.00	459.00	450.00	612.00	-26.47
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	6,912.00	6,772.32	9,216.00	-26.52
96100 TOTAL INSURANCE PREMIUM EXP	3,469.46	3,502.00	-32.54	31,518.00	31,225.14	42,024.00	-25.70
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	3,750.03	0.00	5,000.00	-100.00
Total Line 96210	0.00	416.67	-416.67	3,750.03	0.00	5,000.00	-100.00
96000 TOTAL GENERAL EXPENSE	0.00	416.67	-416.67	3,750.03	0.00	5,000.00	-100.00
96900 TOTAL OPERATING EXPENSE	128,255.98	160,795.18	-32,539.20	1,447,156.62	1,358,093.55	1,929,542.00	-29.62
97000 NET REVENUE/EXPENSE - (GAIN)/LOSS	-68,116.06	-4,295.24	-63,820.82	-38,657.16	-12,772.75	-51,543.00	-75.22

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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	9,000.00	6,844.50	12,000.00	-42.96
Total Line 97400	760.50	1,000.00	-239.50	9,000.00	6,844.50	12,000.00	-42.96
TOTAL MISCELLANEOUS EXPENSE	760.50	1,000.00	-239.50	9,000.00	6,844.50	12,000.00	-42.96
90000 TOTAL EXPENSES	129,016.48	161,795.18	-32,778.70	1,456,156.62	1,364,938.05	1,941,542.00	-29.70
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	-15,000.03	0.00	-20,000.00	-100.00
Total Line 10093	0.00	-1,666.67	1,666.67	-15,000.03	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	-15,000.03	0.00	-20,000.00	-100.00
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	-67,355.56	-4,961.91	-62,393.65	-44,657.19	-5,928.25	-59,543.00	-90.04

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	177.00	177.00	0.00	1,593.00	1,593.00	2,124.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	-39,575.00	-33,416.67	-6,158.33	-300,750.03	-351,657.00	-401,000.00	-12.30
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-39,575.00	-33,416.67	-6,158.33	-300,750.03	-351,657.00	-401,000.00	-12.30
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	-42.54	-250.00	207.46	-2,250.00	-104.64	-3,000.00	-96.51
10-1-000-001-3690.100 Late Fees	-725.00	-500.00	-225.00	-4,500.00	-5,692.00	-6,000.00	-5.13
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	-18.72	-175.00	-25.00	600.00
10-1-000-001-3690.150 Laundry Income	-945.50	-1,000.00	54.50	-9,000.00	-9,247.45	-12,000.00	-22.94
10-1-000-001-3690.160 Vending Machine Inc	-139.61	-100.00	-39.61	-900.00	-819.18	-1,200.00	-31.74
10-1-000-001-3690.180 Labor	-1,438.75	-1,000.00	-438.75	-9,000.00	-9,906.17	-12,000.00	-17.45
10-1-000-001-3690.200 Materials	-8.10	-208.33	200.23	-1,874.97	-1,947.05	-2,500.00	-22.12
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-3,299.50	-3,060.41	-239.09	-27,543.69	-27,891.49	-36,725.00	-24.05
70500 TOTAL TENANT REVENUE	-42,874.50	-36,477.08	-6,397.42	-328,293.72	-379,548.49	-437,725.00	-13.29
70600 HUD PHA Operating Grants							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-50,398.00	-47,288.00	-3,110.00	-425,592.00	-436,857.00	-567,456.00	-23.01
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	-50,398.00	-47,288.00	-3,110.00	-425,592.00	-436,857.00	-567,456.00	-23.01
10010 Operating Tranfers In - CFP							
10-1-000-001-3404.010 Other Inc - Operations	0.00	-12,083.33	12,083.33	-108,749.97	0.00	-145,000.00	-100.00
Total Line 10010	0.00	-12,083.33	12,083.33	-108,749.97	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	-724.73	-1,000.00	275.27	-9,000.00	-7,956.95	-12,000.00	-33.69
Total Line 71100	-724.73	-1,000.00	275.27	-9,000.00	-7,956.95	-12,000.00	-33.69
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	-2,700.00	-2,700.00	-3,600.00	-25.00
10-1-000-001-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.300 T.S. Income - Grants	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	-2,700.00	-36,702.00	-3,600.00	919.50
70000 TOTAL REVENUE	-94,297.23	-97,148.41	2,851.18	-874,335.69	-861,064.44	-1,165,781.00	-26.14

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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	5,945.94	6,630.00	-684.06	59,670.00	58,591.13	79,560.00	-26.36
10-1-000-001-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	5,945.94	6,630.00	-684.06	59,670.00	58,591.13	79,560.00	-26.36
91200 Auditing Fees							
10-1-000-001-4171.000 Audit Fee	3,570.00	267.00	3,303.00	2,403.00	3,570.00	3,204.00	11.42
Total Line 91200	3,570.00	267.00	3,303.00	2,403.00	3,570.00	3,204.00	11.42
91300 Management Fee							
10-1-000-001-4120.100 Management Fee Exp	13,525.75	13,681.00	-155.25	123,129.00	122,040.91	164,172.00	-25.66
Total Line 91300	13,525.75	13,681.00	-155.25	123,129.00	122,040.91	164,172.00	-25.66
91310 Book-keeping Fee							
10-1-000-001-4120.300 Bookkeeping Fee Exp	1,312.50	1,328.00	-15.50	11,952.00	11,842.50	15,936.00	-25.69
Total Line 91310	1,312.50	1,328.00	-15.50	11,952.00	11,842.50	15,936.00	-25.69
91500 Benefit Contributions - Admin							
10-1-000-001-4110.500 Admin Emp Benefit	1,725.89	2,706.00	-980.11	24,354.00	22,881.07	32,472.00	-29.54
Total Line 91500	1,725.89	2,706.00	-980.11	24,354.00	22,881.07	32,472.00	-29.54
91600 Office Expense							
10-1-000-001-4140.000 Training - Staff	0.00	163.83	-163.83	1,474.47	950.00	1,966.00	-51.68
10-1-000-001-4180.000 Telephone	968.65	283.33	685.32	2,549.97	3,179.40	3,400.00	-6.49
10-1-000-001-4190.100 Postage	103.45	79.17	24.28	712.53	746.21	950.00	-21.45
10-1-000-001-4190.200 Office Supplies	310.65	66.67	243.98	600.03	474.02	800.00	-40.75
10-1-000-001-4190.250 Office Furniture	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-000-001-4190.300 Paper Supplies	90.98	100.00	-9.02	900.00	157.52	1,200.00	-86.87
10-1-000-001-4190.400 Printing	0.00	83.33	-83.33	749.97	255.05	1,000.00	-74.50
10-1-000-001-4190.401 Printing Supplies	0.00	58.33	-58.33	524.97	0.00	700.00	-100.00
10-1-000-001-4190.500 Printer/Copier Sup Cont	341.33	208.33	133.00	1,874.97	1,322.45	2,500.00	-47.10
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	1,125.00	0.00	1,500.00	-100.00
10-1-000-001-4190.800 Internet Services	87.11	91.67	-4.56	825.03	783.99	1,100.00	-28.73
10-1-000-001-4190.850 IT Support	52.50	83.33	-30.83	749.97	590.25	1,000.00	-40.98
Total Line 91600	1,954.67	1,426.32	528.35	12,836.88	8,458.89	17,116.00	-50.58
91700 Legal Expense							
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
10-1-000-001-4150.000 Travel - Staff	0.00	97.50	-97.50	877.50	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	74.97	0.00	100.00	-100.00
Total Line 91800	0.00	105.83	-105.83	952.47	2,500.58	1,270.00	96.90
91900 Other Expense							
10-1-000-001-4120.400 Fee for Service Exp	21.04	125.00	-103.96	1,125.00	201.59	1,500.00	-86.56
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	19,116.00	25,134.00	25,488.00	-1.39
10-1-000-001-4120.800 Participant Fee	2,124.00	2,124.00	0.00	19,116.00	14,868.00	25,488.00	-41.67
10-1-000-001-4160.000 Consulting Services	0.00	125.00	-125.00	1,125.00	0.00	1,500.00	-100.00
10-1-000-001-4160.100 Inspection Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.000 Other Sundry	0.00	16.67	-16.67	150.03	50.68	200.00	-74.66
10-1-000-001-4190.950 Background Verification	1,475.40	708.33	767.07	6,374.97	3,789.96	8,500.00	-55.41
Total Line 91900	5,744.44	5,223.00	521.44	47,007.00	44,044.23	62,676.00	-29.73

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91000 TOTAL OPERATING EXPENSE - Admin	33,779.19	31,367.15	2,412.04	282,304.35	273,929.31	376,406.00	-27.23
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	15,930.00	15,930.00	21,240.00	-25.00
Total Line 92000	1,770.00	1,770.00	0.00	15,930.00	15,930.00	21,240.00	-25.00
92000 TOTAL ASSET MANAGEMENT FEE	1,770.00	1,770.00	0.00	15,930.00	15,930.00	21,240.00	-25.00
TENANT SERVICES							
92400 Tenant Services - Other							
10-1-000-001-4220.050 Ten Ser-Cable/TV Exp	0.00	87.50	-87.50	787.50	0.00	1,050.00	-100.00
10-1-000-001-4220.100 Ten Ser-Supplies	0.00	33.33	-33.33	299.97	35.98	400.00	-91.01
10-1-000-001-4220.110 Ten Ser-Recreation	14.96	70.83	-55.87	637.47	102.22	850.00	-87.97
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	1,125.00	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	889.85	0.00	889.85	0.00	1,942.93	0.00	
Total Line 92400	904.81	316.66	588.15	2,849.94	2,081.13	3,800.00	-45.23
92500 TOTAL TENANT SERVICES EXPENSE	904.81	316.66	588.15	2,849.94	2,081.13	3,800.00	-45.23
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-001-4310.000 Water	1,916.18	1,500.00	416.18	13,500.00	13,278.96	18,000.00	-26.23
10-1-000-001-4315.000 Sewer	5,429.06	4,208.33	1,220.73	37,874.97	39,820.00	50,500.00	-21.15
10-1-000-001-4320.000 Electric	6,734.54	2,750.00	3,984.54	24,750.00	15,202.69	33,000.00	-53.93
10-1-000-001-4330.000 Gas	6,597.43	5,833.33	764.10	52,499.97	18,910.75	70,000.00	-72.98
Total Line 93100, 93200, 93300, 93600	20,677.21	14,291.66	6,385.55	128,624.94	87,212.40	171,500.00	-49.15
93000 TOTAL UTILITIES EXPENSES	20,677.21	14,291.66	6,385.55	128,624.94	87,212.40	171,500.00	-49.15
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-001-4410.000 Maint Labor	2,229.00	4,537.17	-2,308.17	40,834.53	21,213.08	54,446.00	-61.04
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	40,834.53	21,213.08	54,446.00	-61.04
94200 Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	33.33	-33.33	299.97	202.66	400.00	-49.34
10-1-000-001-4420.020 Heating&Cooling Supp	115.55	250.00	-134.45	2,250.00	228.84	3,000.00	-92.37
10-1-000-001-4420.030 Snow Removal Supplies	0.00	41.67	-41.67	375.03	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	416.90	291.67	125.23	2,625.03	2,501.94	3,500.00	-28.52
10-1-000-001-4420.070 Electrical Supplies	515.03	100.00	415.03	900.00	8,951.94	1,200.00	646.00
10-1-000-001-4420.080 Plumbing Supplies	2,120.95	208.33	1,912.62	1,874.97	3,895.50	2,500.00	55.82
10-1-000-001-4420.090 Extermination Supplies	587.76	183.33	404.43	1,649.97	2,346.12	2,200.00	6.64
10-1-000-001-4420.100 Janitorial Supplies	45.06	541.67	-496.61	4,875.03	4,001.21	6,500.00	-38.44
10-1-000-001-4420.110 Routine Maint. Supplies	3,835.59	4,166.67	-331.08	37,500.03	13,592.96	50,000.00	-72.81
10-1-000-001-4420.120 Other Misc Supplies	0.00	125.00	-125.00	1,125.00	692.00	1,500.00	-53.87
10-1-000-001-4420.121 Flooring Supplies	74.00	0.00	74.00	0.00	325.00	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	190.15	208.33	-18.18	1,874.97	1,316.06	2,500.00	-47.36
10-1-000-001-4420.130 Securtiy Supplies	0.00	0.00	0.00	0.00	0.00	0.00	

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Total Line 94200	7,900.99	6,150.00	1,750.99	55,350.00	38,054.23	73,800.00	-48.44
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	21,167.50	18,399.00	2,768.50	165,591.00	188,685.25	220,788.00	-14.54
10-1-000-001-4430.010 Garbage & Trash Con	944.82	791.67	153.15	7,125.03	5,955.46	9,500.00	-37.31
10-1-000-001-4430.020 Heating & Cooling Cont	0.00	708.33	-708.33	6,374.97	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	4,383.84	1,750.00	2,633.84	15,750.00	47,274.49	21,000.00	125.12
10-1-000-001-4430.050 Landscape & Grds Cont	201.00	1,250.00	-1,049.00	11,250.00	804.00	15,000.00	-94.64
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	1,232.00	250.00	982.00	2,250.00	1,489.88	3,000.00	-50.34
10-1-000-001-4430.080 Plumbing Contracts	5,593.50	333.33	5,260.17	2,999.97	12,406.09	4,000.00	210.15
10-1-000-001-4430.090 Extermination Contracts	6,650.00	3,750.00	2,900.00	33,750.00	48,362.00	45,000.00	7.47
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	247.85	833.33	-585.48	7,499.97	4,421.25	10,000.00	-55.79
10-1-000-001-4430.111 Flooring Contract	4,050.00	666.67	3,383.33	6,000.03	33,305.00	8,000.00	316.31
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	208.33	-208.33	1,874.97	2,922.30	2,500.00	16.89
10-1-000-001-4430.121 Laundry Equip Contract	85.00	250.00	-165.00	2,250.00	1,025.00	3,000.00	-65.83
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	41.67	-41.67	375.03	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	44,555.51	29,232.33	15,323.18	263,090.97	347,695.72	350,788.00	-0.88
94500 Maintenance - Ordinary/Benefits							
10-1-000-001-4410.500 Maint Emp Benefit	820.14	2,035.83	-1,215.69	18,322.47	9,834.38	24,430.00	-59.74
Total Line 94500	820.14	2,035.83	-1,215.69	18,322.47	9,834.38	24,430.00	-59.74
94000 TOTAL MAINTENANCE EXPENSES	55,505.64	41,955.33	13,550.31	377,597.97	416,797.41	503,464.00	-17.21
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	0.00	208.33	-208.33	1,874.97	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	19,116.00	17,346.00	25,488.00	-31.94
10-1-000-001-4480.100 ADT Contract	35.99	241.67	-205.68	2,175.03	1,733.40	2,900.00	-40.23
10-1-000-001-4480.500 Other Security Contract	368.20	541.67	-173.47	4,875.03	2,069.68	6,500.00	-68.16
Total Line 95200	2,528.19	3,115.67	-587.48	28,041.03	23,266.61	37,388.00	-37.77
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	2,528.19	3,115.67	-587.48	28,041.03	23,266.61	37,388.00	-37.77
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	44,694.00	43,809.48	59,592.00	-26.48
10-1-000-001-4510.020 Liability Insurance	434.74	444.00	-9.26	3,996.00	3,912.66	5,328.00	-26.56
10-1-000-001-4510.030 Work Comp Insurance	215.00	216.00	-1.00	1,944.00	1,935.00	2,592.00	-25.35
Total Line 96110, 96120, 96130	5,517.46	5,626.00	-108.54	50,634.00	49,657.14	67,512.00	-26.45
96140 All Other Insurance							
10-1-000-001-4510.015 Equipment Insurance	189.80	194.00	-4.20	1,746.00	1,708.20	2,328.00	-26.62
10-1-000-001-4510.025 PE & PO Insurance	61.83	66.00	-4.17	594.00	556.47	792.00	-29.74
10-1-000-001-4510.035 Auto Insurance	50.00	51.00	-1.00	459.00	450.00	612.00	-26.47
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	2,799.00	2,714.67	3,732.00	-27.26
96100 TOTAL INSURANCE PREMIUMS EXP	5,819.09	5,937.00	-117.91	53,433.00	52,371.81	71,244.00	-26.49

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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	1,889.78	2,218.58	-328.80	19,967.22	26,444.46	26,623.00	-0.67
Total Line 96300	1,889.78	2,218.58	-328.80	19,967.22	26,444.46	26,623.00	-0.67
96400 Bad Debt - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	1,315.63	1,666.67	-351.04	15,000.03	17,572.27	20,000.00	-12.14
Total Line 96400	1,315.63	1,666.67	-351.04	15,000.03	17,572.27	20,000.00	-12.14
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	3,205.41	3,885.25	-679.84	34,967.25	44,016.73	46,623.00	-5.59
96900 TOTAL OPERATING EXPENSE	124,189.54	102,638.72	21,550.82	923,748.48	915,605.40	1,231,665.00	-25.66
97000 NET REVENUE/EXPENSE (-Gain/Loss)	29,892.31	5,490.31	24,402.00	49,412.79	54,540.96	65,884.00	-17.22
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	123,750.00	90,963.00	165,000.00	-44.87
Total Line 97400	10,107.00	13,750.00	-3,643.00	123,750.00	90,963.00	165,000.00	-44.87
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	123,750.00	90,963.00	165,000.00	-44.87

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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)	39,999.31	19,240.31	20,759.00	173,162.79	145,503.96	230,884.00	-36.98

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	196.00	177.00	0.00	1,593.00	1,764.00	2,124.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	-30,869.00	-20,416.67	-10,452.33	-183,750.03	-222,357.00	-245,000.00	-9.24
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-30,869.00	-20,416.67	-10,452.33	-183,750.03	-222,357.00	-245,000.00	-9.24
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	-150.00	-166.67	16.67	-1,500.03	-553.52	-2,000.00	-72.32
10-1-000-002-3690.100 Late Fees	-800.00	-750.00	-50.00	-6,750.00	-9,700.00	-9,000.00	7.78
10-1-000-002-3690.120 Violation Fees	-660.00	-833.33	173.33	-7,499.97	-10,200.00	-10,000.00	2.00
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	-74.97	-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	-2,505.75	-1,583.33	-922.42	-14,249.97	-13,375.25	-19,000.00	-29.60
10-1-000-002-3690.200 Materials	-453.00	-666.67	213.67	-6,000.03	-7,950.64	-8,000.00	-0.62
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	-4,568.75	-4,008.33	-560.42	-36,074.97	-42,179.41	-48,100.00	-12.31
70500 TOTAL TENANT REVENUE	-35,437.75	-24,425.00	-11,012.75	-219,825.00	-264,536.41	-293,100.00	-9.75
70600 HUD PHA Operating Grants							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-82,011.00	-80,129.00	-1,882.00	-721,161.00	-742,147.00	-961,548.00	-22.82
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	-82,011.00	-80,129.00	-1,882.00	-721,161.00	-742,147.00	-961,548.00	-22.82
10010 Operating Tranfers In - CFP							
10-1-000-002-3404.010 Other Inc - Operations	0.00	-13,750.00	13,750.00	-123,750.00	0.00	-165,000.00	-100.00
Total Line 70610	0.00	-13,750.00	13,750.00	-123,750.00	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	-930.10	-1,000.00	69.90	-9,000.00	-9,881.50	-12,000.00	-17.65
Total Line 71100	-930.10	-1,000.00	69.90	-9,000.00	-9,881.50	-12,000.00	-17.65
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	-2,700.00	-2,700.00	-3,600.00	-25.00
10-1-000-002-3195.000 Day Care Income	-400.00	-200.00	-200.00	-1,800.00	-1,800.00	-2,400.00	-25.00
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	-300.00	0.00	
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	-700.00	-500.00	-200.00	-4,500.00	-4,800.00	-6,000.00	-20.00
70000 TOTAL REVENUE	-119,078.85	-119,804.00	725.15	-1,078,236.00	-1,021,364.91	-1,437,648.00	-28.96

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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	70,497.00	68,611.80	93,996.00	-27.01
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	70,497.00	68,611.80	93,996.00	-27.01
91200 Auditing Fees							
10-1-000-002-4171.000 Audit Fee	3,910.00	250.00	3,660.00	2,250.00	3,910.00	3,000.00	30.33
Total Line 91200	3,910.00	250.00	3,660.00	2,250.00	3,910.00	3,000.00	30.33
91300 Management Fee							
10-1-000-002-4120.100 Management Fee Exp	14,607.81	15,149.00	-541.19	136,341.00	133,943.57	181,788.00	-26.32
Total Line 91300	14,607.81	15,149.00	-541.19	136,341.00	133,943.57	181,788.00	-26.32
91310 Book-keeping Fee							
10-1-000-002-4120.300 Bookkeeping Fee Exp	1,417.50	1,470.00	-52.50	13,230.00	12,997.50	17,640.00	-26.32
Total Line 91310	1,417.50	1,470.00	-52.50	13,230.00	12,997.50	17,640.00	-26.32
91500 Benefit Contributions - Admin							
10-1-000-002-4110.500 Emp Benefit - Admin	2,108.56	2,602.00	-493.44	23,418.00	23,131.08	31,224.00	-25.92
Total Line 91500	2,108.56	2,602.00	-493.44	23,418.00	23,131.08	31,224.00	-25.92
91600 Office Expense							
10-1-000-002-4140.000 Training - Staff	0.00	250.00	-250.00	2,250.00	950.00	3,000.00	-68.33
10-1-000-002-4180.000 Telephone	1,136.84	250.00	886.84	2,250.00	2,957.51	3,000.00	-1.42
10-1-000-002-4190.100 Postage	253.23	200.00	53.23	1,800.00	1,643.99	2,400.00	-31.50
10-1-000-002-4190.200 Office Supplies	0.00	100.00	-100.00	900.00	497.89	1,200.00	-58.51
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	197.00	75.00	122.00	675.00	566.15	900.00	-37.09
10-1-000-002-4190.400 Printing	313.00	0.00	313.00	0.00	1,329.77	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	0.00	125.00	-125.00	1,125.00	1,066.28	1,500.00	-28.91
10-1-000-002-4190.550 Computers	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-002-4190.700 Member Dues/Fees	0.00	166.67	-166.67	1,500.03	0.00	2,000.00	-100.00
10-1-000-002-4190.800 Internet Services	1,030.85	600.00	430.85	5,400.00	5,612.49	7,200.00	-22.05
10-1-000-002-4190.850 IT Support	0.00	83.33	-83.33	749.97	433.50	1,000.00	-56.65
Total Line 91600	2,930.92	1,870.83	1,060.09	16,837.47	15,057.58	22,450.00	-32.93
91700 Legal Expense							
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
10-1-000-002-4150.000 Travel - Staff	0.00	100.00	-100.00	900.00	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	67.94	75.00	-7.06	675.00	779.49	900.00	-13.39
Total Line 91800	67.94	175.00	-107.06	1,575.00	2,697.62	2,100.00	28.46
91900 Other Expense							
10-1-000-002-4120.400 Fee for Service Exp	20.84	100.00	-79.16	900.00	201.40	1,200.00	-83.22
10-1-000-002-4120.500 Other Fee Exp	20.15	2,602.50	-2,582.35	23,422.50	20.15	31,230.00	-99.94
10-1-000-002-4120.700 Mental Health Fee	2,352.00	2,352.00	0.00	21,168.00	27,832.00	28,224.00	-1.39
10-1-000-002-4120.800 Participant Fee	2,352.00	2,352.00	0.00	21,168.00	16,464.00	28,224.00	-41.67
10-1-000-002-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4160.100 Inspection Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.000 Other Sundry	0.00	5.00	-5.00	45.00	40.00	60.00	-33.33
10-1-000-002-4190.950 Background Verification	0.00	650.00	-650.00	5,850.00	25.24	7,800.00	-99.68
Total Line 91900	4,744.99	8,061.50	-3,316.51	72,553.50	44,582.79	96,738.00	-53.91

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
91000 TOTAL OPERATING EXPENSE - Admin	36,924.72	37,411.33	-486.61	336,701.97	304,931.94	448,936.00	-32.08
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	17,640.00	17,640.00	23,520.00	-25.00
Total Line 92000	1,960.00	1,960.00	0.00	17,640.00	17,640.00	23,520.00	-25.00
92000 TOTAL ASSET MANAGEMENT FEE	1,960.00	1,960.00	0.00	17,640.00	17,640.00	23,520.00	-25.00
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	150.03	-237.32	200.00	-218.66
10-1-000-002-4220.110 Ten Ser-Recreation	0.00	100.00	-100.00	900.00	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	299.97	0.00	400.00	-100.00
10-1-000-002-4220.300 T.S. - Grant Expenses	597.48	0.00	597.48	0.00	6,804.81	0.00	
Total Line 92400	597.48	150.00	447.48	1,350.00	7,481.11	1,800.00	315.62
92500 TOTAL TENANT SERVICES EXPENSE	597.48	150.00	447.48	1,350.00	7,481.11	1,800.00	315.62
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-002-4310.000 Water	73.33	150.00	-76.67	1,350.00	1,043.83	1,800.00	-42.01
10-1-000-002-4315.000 Sewer	54.86	75.00	-20.14	675.00	573.94	900.00	-36.23
10-1-000-002-4320.000 Electric	2,616.15	1,291.67	1,324.48	11,625.03	7,904.40	15,500.00	-49.00
10-1-000-002-4330.000 Gas	1,058.06	1,250.00	-191.94	11,250.00	2,897.85	15,000.00	-80.68
Total Line 93100 93200 93300 93600	3,802.40	2,766.67	1,035.73	24,900.03	12,420.02	33,200.00	-62.59
93000 TOTAL UTILITIES EXPENSES	3,802.40	2,766.67	1,035.73	24,900.03	12,420.02	33,200.00	-62.59
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-002-4410.000 Maint Labor	2,507.62	5,217.00	-2,709.38	46,953.00	23,864.71	62,604.00	-61.88
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	46,953.00	23,864.71	62,604.00	-61.88
94200 Maintenance - Materials/Supplies							
10-1-000-002-4420.010 Garbage&Trash Supp	0.00	4.17	-4.17	37.53	0.00	50.00	-100.00
10-1-000-002-4420.020 Heating&Cooling Supp	793.79	1,250.00	-456.21	11,250.00	-6,418.37	15,000.00	-142.79
10-1-000-002-4420.030 Snow Removal Supplies	0.00	16.67	-16.67	150.03	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	0.00	250.00	-250.00	2,250.00	6,199.94	3,000.00	106.66
10-1-000-002-4420.070 Electrical Supplies	2,440.33	625.00	1,815.33	5,625.00	18,592.46	7,500.00	147.90
10-1-000-002-4420.080 Plumbing Supplies	7,420.87	1,250.00	6,170.87	11,250.00	13,978.65	15,000.00	-6.81
10-1-000-002-4420.090 Extermination Supplies	0.00	150.00	-150.00	1,350.00	2,423.37	1,800.00	34.63
10-1-000-002-4420.100 Janitorial Supplies	1,493.82	291.67	1,202.15	2,625.03	4,464.66	3,500.00	27.56
10-1-000-002-4420.110 Routine Maint. Supplies	7,113.83	6,000.00	1,113.83	54,000.00	44,053.90	72,000.00	-38.81
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	8,844.41	1,208.33	7,636.08	10,874.97	14,837.30	14,500.00	2.33
10-1-000-002-4420.125 Mileage	0.00	8.33	-8.33	74.97	0.00	100.00	-100.00
10-1-000-002-4420.126 Vehicle Supplies	921.95	750.00	171.95	6,750.00	6,724.73	9,000.00	-25.28
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	

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Total Line 94200	29,029.00	11,804.17	17,224.83	106,237.53	105,202.64	141,650.00	-25.73
94300 Maintenance - Contracts							
10-1-000-002-4330.010 Refuse	0.00	0.00	0.00	0.00	77.12	0.00	
10-1-000-002-4430.000 Maint Labor Contract	30,593.75	33,778.00	-3,184.25	304,002.00	316,788.50	405,336.00	-21.85
10-1-000-002-4430.010 Garbage&Trash Cont	625.68	250.00	375.68	2,250.00	2,780.28	3,000.00	-7.32
10-1-000-002-4430.020 Heating&Cooling Cont	135.00	1,000.00	-865.00	9,000.00	516.25	12,000.00	-95.70
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	176.00	0.00	176.00	0.00	176.00	0.00	
10-1-000-002-4430.050 Landscape & Grds Cont	0.00	1,666.67	-1,666.67	15,000.03	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	6,456.20	25.00	6,431.20	225.00	8,830.68	300.00	2,843.56
10-1-000-002-4430.080 Plumbing Contracts	5,400.00	1,166.67	4,233.33	10,500.03	16,839.06	14,000.00	20.28
10-1-000-002-4430.090 Extermination Contracts	3,779.00	1,000.00	2,779.00	9,000.00	14,437.00	12,000.00	20.31
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	225.00	20.00	205.00	180.00	379.69	240.00	58.20
10-1-000-002-4430.111 Flooring Contract	59,230.00	4,333.33	54,896.67	38,999.97	95,846.00	52,000.00	84.32
10-1-000-002-4430.120 Other Misc Cont Cost	0.00	83.33	-83.33	749.97	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	142.00	25.00	117.00	225.00	578.71	300.00	92.90
10-1-000-002-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94300	106,762.63	43,348.00	63,414.63	390,132.00	464,081.44	520,176.00	-10.78
94500 Maintenance - Ordinary/Benefits							
10-1-000-002-4410.500 Emp Benefit - Maint	922.67	2,273.00	-1,350.33	20,457.00	11,063.75	27,276.00	-59.44
Total Line 94500	922.67	2,273.00	-1,350.33	20,457.00	11,063.75	27,276.00	-59.44
94000 TOTAL MAINTENANCE EXPENSES	139,221.92	62,642.17	76,579.75	563,779.53	604,212.54	751,706.00	-19.62
TOTAL PROTECTIVE SERVICES EXPENSE							
95200 Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	0.00	250.00	-250.00	2,250.00	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	17,640.00	19,208.00	23,520.00	-18.33
10-1-000-002-4480.100 ADT Contract	71.98	241.67	-169.69	2,175.03	2,207.51	2,900.00	-23.88
10-1-000-002-4480.500 Other Security Contract	750.00	1,250.00	-500.00	11,250.00	1,809.60	15,000.00	-87.94
Total Line 95200	3,173.98	3,701.67	-527.69	33,315.03	25,569.93	44,420.00	-42.44
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	3,173.98	3,701.67	-527.69	33,315.03	25,569.93	44,420.00	-42.44
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	47,151.00	46,221.12	62,868.00	-26.48
10-1-000-002-4510.020 Liability Ins	481.48	492.00	-10.52	4,428.00	4,333.32	5,904.00	-26.60
10-1-000-002-4510.030 Work Comp Insurance	204.06	223.00	-18.94	2,007.00	1,836.54	2,676.00	-31.37
Total Line 96110 96120 96130	5,821.22	5,954.00	-132.78	53,586.00	52,390.98	71,448.00	-26.67
96140 All Other Insurance							
10-1-000-002-4510.015 Equipment Insurance	210.21	215.00	-4.79	1,935.00	1,891.89	2,580.00	-26.67
10-1-000-002-4510.025 PE & PO Insurance	68.64	73.00	-4.36	657.00	617.76	876.00	-29.48
10-1-000-002-4510.035 Auto Insurance	200.00	204.00	-4.00	1,836.00	1,800.00	2,448.00	-26.47
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	4,428.00	4,309.65	5,904.00	-27.00
96100 TOTAL INSURANCE PREMIUMS EXP	6,300.07	6,446.00	-145.93	58,014.00	56,700.63	77,352.00	-26.70

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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	2,706.66	2,165.83	540.83	19,492.47	20,985.99	25,990.00	-19.25
Total Line 96300	2,706.66	2,165.83	540.83	19,492.47	20,985.99	25,990.00	-19.25
96400 Bad Debt - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	-654.75	0.00	-654.75	0.00	14,759.66	0.00	
Total Line 96400	-654.75	0.00	-654.75	0.00	14,759.66	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	2,051.91	2,165.83	-113.92	19,492.47	35,745.65	25,990.00	37.54
96900 TOTAL OPERATING EXPENSE	194,032.48	117,243.67	76,788.81	1,055,193.03	1,064,701.82	1,406,924.00	-24.32
97000 NET REVENUE/EXPENSE (-Gain/Loss)	74,953.63	-2,560.33	77,513.96	-23,042.97	43,336.91	-30,724.00	-241.05
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	281,250.00	199,827.00	375,000.00	-46.71
Total Line 97400	22,203.00	31,250.00	-9,047.00	281,250.00	199,827.00	375,000.00	-46.71
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	281,250.00	199,827.00	375,000.00	-46.71

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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)	97,156.63	28,689.67	68,466.96	258,207.03	243,463.91	344,276.00	-29.28

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	51.00	177.00	0.00	1,593.00	459.00	2,124.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	-15,526.00	-14,583.33	-942.67	-131,249.97	-142,753.00	-175,000.00	-18.43
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-15,526.00	-14,583.33	-942.67	-131,249.97	-142,753.00	-175,000.00	-18.43
70400 Tenant Revenue - Other							
10-1-000-006-3120.000 Excess Utilities	0.00	-6.25	6.25	-56.25	-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	-60.00	-7.50	-52.50	-67.50	509.00	-90.00	-665.56
10-1-000-006-3690.100 Late Fees	0.00	-83.33	83.33	-749.97	-875.00	-1,000.00	-12.50
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	-18.72	-75.00	-25.00	200.00
10-1-000-006-3690.150 Laundry Income	-928.25	-541.67	-386.58	-4,875.03	-4,821.50	-6,500.00	-25.82
10-1-000-006-3690.160 Vending Machine Inc	-22.50	-33.33	10.83	-299.97	-274.38	-400.00	-31.41
10-1-000-006-3690.180 Labor	-50.00	-125.00	75.00	-1,125.00	-189.75	-1,500.00	-87.35
10-1-000-006-3690.200 Materials	-6.50	-33.33	26.83	-299.97	-51.00	-400.00	-87.25
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	-1,067.25	-832.49	-234.76	-7,492.41	-5,827.63	-9,990.00	-41.67
70500 TOTAL TENANT REVENUE	-16,593.25	-15,415.82	-1,177.43	-138,742.38	-148,580.63	-184,990.00	-19.68
70600 HUD PHA Operating Grants							
10-1-000-006-8020.000 Oper Sub - Curr Yr	-9,599.00	-9,379.25	-219.75	-84,413.25	-86,764.00	-112,551.00	-22.91
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	-9,599.00	-9,379.25	-219.75	-84,413.25	-86,764.00	-112,551.00	-22.91
10010 Operating Tranfers In - CFP							
10-1-000-006-3404.010 Other Inc - Operations	0.00	-3,333.33	3,333.33	-29,999.97	0.00	-40,000.00	-100.00
Total Line 70610	0.00	-3,333.33	3,333.33	-29,999.97	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	-321.34	-229.17	-92.17	-2,062.53	-3,445.93	-2,750.00	25.31
Total Line 71100	-321.34	-229.17	-92.17	-2,062.53	-3,445.93	-2,750.00	25.31
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	
10-1-000-006-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.300 T.S. Income - Grants	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	-26,513.59	-28,357.57	1,843.98	-255,218.13	-238,790.56	-340,291.00	-29.83

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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	1,677.06	1,870.00	-192.94	16,830.00	16,408.57	22,440.00	-26.88
10-1-000-006-4110.200 Admin Exp - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	1,677.06	1,870.00	-192.94	16,830.00	16,408.57	22,440.00	-26.88
91200 Auditing Fees							
10-1-000-006-4171.000 Audit Fee	1,020.00	100.00	920.00	900.00	1,020.00	1,200.00	-15.00
Total Line 91200	1,020.00	100.00	920.00	900.00	1,020.00	1,200.00	-15.00
91300 Management Fee							
10-1-000-006-4120.100 Management Fee Exp	3,864.50	3,942.00	-77.50	35,478.00	35,166.95	47,304.00	-25.66
Total Line 91300	3,864.50	3,942.00	-77.50	35,478.00	35,166.95	47,304.00	-25.66
91310 Book-keeping Fee							
10-1-000-006-4120.300 Bookkeeping Exp	375.00	383.00	-8.00	3,447.00	3,412.50	4,596.00	-25.75
Total Line 91310	375.00	383.00	-8.00	3,447.00	3,412.50	4,596.00	-25.75
91500 Benefit Contributions - Admin							
10-1-000-006-4110.500 Emp Benefit - Admin	486.79	764.00	-277.21	6,876.00	6,402.84	9,168.00	-30.16
Total Line 91500	486.79	764.00	-277.21	6,876.00	6,402.84	9,168.00	-30.16
91600 Office Expense							
10-1-000-006-4140.000 Training - Staff	0.00	46.17	-46.17	415.53	0.00	554.00	-100.00
10-1-000-006-4180.000 Telephone	1,014.99	383.33	631.66	3,449.97	4,203.97	4,600.00	-8.61
10-1-000-006-4190.100 Postage	8.28	8.33	-0.05	74.97	50.79	100.00	-49.21
10-1-000-006-4190.200 Office Supplies	0.00	6.25	-6.25	56.25	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	150.03	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	74.97	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	749.97	0.00	1,000.00	-100.00
10-1-000-006-4190.800 Internet Services	236.90	237.50	-0.60	2,137.50	1,896.51	2,850.00	-33.46
10-1-000-006-4190.850 IT Support	0.00	41.67	-41.67	375.03	180.00	500.00	-64.00
Total Line 91600	1,260.17	831.58	428.59	7,484.22	7,023.37	9,979.00	-29.62
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	247.50	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	37.53	0.00	50.00	-100.00
Total Line 91800	0.00	31.67	-31.67	285.03	14.74	380.00	-96.12
91900 Other Expense							
10-1-000-006-4120.400 Fee for Service Exp	4.59	45.83	-41.24	412.47	61.43	550.00	-88.83
10-1-000-006-4120.500 Other Fee Exp	0.00	764.00	-764.00	6,876.00	0.00	9,168.00	-100.00
10-1-000-006-4120.700 Mental Health Fee	612.00	612.00	0.00	5,508.00	7,242.00	7,344.00	-1.39
10-1-000-006-4120.800 Participant Fee	612.00	612.00	0.00	5,508.00	4,284.00	7,344.00	-41.67
10-1-000-006-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4160.100 Inspection Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.000 Other Sundry	0.00	8.33	-8.33	74.97	46.51	100.00	-53.49
10-1-000-006-4190.950 Background Verification	0.00	16.67	-16.67	150.03	50.48	200.00	-74.76
Total Line 91900	1,228.59	2,058.83	-830.24	18,529.47	11,684.42	24,706.00	-52.71

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
91000 TOTAL OPERATING EXPENSE - Admin	9,912.11	9,981.08	-68.97	89,829.72	81,133.39	119,773.00	-32.26
ASSET MANAGEMENT FEE							
92000 Asset Mangement Fee							
10-1-000-006-4120.200 Asset Mngt Fee Exp	510.00	510.00	0.00	4,590.00	4,590.00	6,120.00	-25.00
Total Line 92000	510.00	510.00	0.00	4,590.00	4,590.00	6,120.00	-25.00
92000 TOTAL ASSET MANAGEMENT FEE	510.00	510.00	0.00	4,590.00	4,590.00	6,120.00	-25.00
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	4,124.97	0.00	5,500.00	-100.00
10-1-000-006-4220.110 Ten Ser-Recreation	14.95	41.67	-26.72	375.03	81.40	500.00	-83.72
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	
10-1-000-006-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 92400	14.95	500.00	-485.05	4,500.00	81.40	6,000.00	-98.64
92500 TOTAL TENANT SERVICES EXPENSE	14.95	500.00	-485.05	4,500.00	81.40	6,000.00	-98.64
UTILITIES							
93100 Water-200 Elect-300 Gas-600 Sewer							
10-1-000-006-4310.000 Water	694.09	375.00	319.09	3,375.00	2,988.85	4,500.00	-33.58
10-1-000-006-4315.000 Sewer	556.47	291.67	264.80	2,625.03	2,421.43	3,500.00	-30.82
10-1-000-006-4320.000 Electric	2,457.89	1,166.67	1,291.22	10,500.03	8,570.91	14,000.00	-38.78
10-1-000-006-4330.000 Gas	1,314.53	1,250.00	64.53	11,250.00	3,385.55	15,000.00	-77.43
Total Line 93100 93200 93300 93600	5,022.98	3,083.34	1,939.64	27,750.06	17,366.74	37,000.00	-53.06
93000 TOTAL UTILITIES EXPENSES	5,022.98	3,083.34	1,939.64	27,750.06	17,366.74	37,000.00	-53.06
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
10-1-000-006-4410.000 Maint Labor	668.70	1,361.00	-692.30	12,249.00	6,363.95	16,332.00	-61.03
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	12,249.00	6,363.95	16,332.00	-61.03
94200 Maintenance - Materials/Supplies							
10-1-000-006-4420.010 Garbage&Trash Supp	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-006-4420.020 Heating&Cooling Supp	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-000-006-4420.030 Snow Removal Supplies	0.00	8.33	-8.33	74.97	0.00	100.00	-100.00
10-1-000-006-4420.040 Elevator Maint Supplies	1,200.00	0.00	1,200.00	0.00	1,200.00	0.00	
10-1-000-006-4420.050 Landscape/Grounds Sup	0.00	83.33	-83.33	749.97	1,362.56	1,000.00	36.26
10-1-000-006-4420.070 Electrical Supplies	2,758.72	41.67	2,717.05	375.03	7,578.90	500.00	1,415.78
10-1-000-006-4420.080 Plumbing Supplies	0.00	45.83	-45.83	412.47	1,929.62	550.00	250.84
10-1-000-006-4420.090 Extermination Supplies	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
10-1-000-006-4420.100 Janitorial Supplies	366.35	208.33	158.02	1,874.97	878.99	2,500.00	-64.84
10-1-000-006-4420.110 Routine Maint.Supplies	0.00	1,625.00	-1,625.00	14,625.00	1,460.70	19,500.00	-92.51
10-1-000-006-4420.120 Other Misc Supplies	587.50	250.00	337.50	2,250.00	587.50	3,000.00	-80.42
10-1-000-006-4420.121 Flooring Supplies	0.00	16.67	-16.67	150.03	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	38.17	54.17	-16.00	487.53	696.16	650.00	7.10
10-1-000-006-4420.130 Security Supplies	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 Line 94200	4,950.74	2,454.16	2,496.58	22,087.44	15,832.43	29,450.00	-46.24
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	4,461.00	5,262.00	-801.00	47,358.00	29,314.50	63,144.00	-53.58
10-1-000-006-4430.010 Garbage & Trash Cont	821.04	333.33	487.71	2,999.97	3,421.93	4,000.00	-14.45
10-1-000-006-4430.020 Heating & Cooling Cont	810.00	3,750.00	-2,940.00	33,750.00	810.00	45,000.00	-98.20
10-1-000-006-4430.030 Snow Removal Contract	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
10-1-000-006-4430.040 Elevator Maint Cont	4,847.63	208.33	4,639.30	1,874.97	5,567.63	2,500.00	122.71
10-1-000-006-4430.050 Landscape & Grds Cont	98.00	208.33	-110.33	1,874.97	392.00	2,500.00	-84.32
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	176.00	83.33	92.67	749.97	294.02	1,000.00	-70.60
10-1-000-006-4430.080 Plumbing Contracts	0.00	333.33	-333.33	2,999.97	2,274.00	4,000.00	-43.15
10-1-000-006-4430.090 Extermination Contracts	2,550.00	208.33	2,341.67	1,874.97	11,050.00	2,500.00	342.00
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	129.95	583.33	-453.38	5,249.97	748.35	7,000.00	-89.31
10-1-000-006-4430.111 Flooring Contract	0.00	666.67	-666.67	6,000.03	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	0.00	166.67	-166.67	1,500.03	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	13,893.62	11,845.32	2,048.30	106,607.88	63,329.49	142,144.00	-55.45
94500 Maintenance - Ordinary/Benefits							
10-1-000-006-4410.500 Maint Emp Benefit	246.06	593.00	-346.94	5,337.00	2,950.44	7,116.00	-58.54
Total Line 94500	246.06	593.00	-346.94	5,337.00	2,950.44	7,116.00	-58.54
94000 TOTAL MAINTENANCE EXPENSES	19,759.12	16,253.48	3,505.64	146,281.32	88,476.31	195,042.00	-54.64
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	4,590.00	4,998.00	6,120.00	-18.33
10-1-000-006-4480.100 ADT Contract	35.99	150.00	-114.01	1,350.00	3,576.05	1,800.00	98.67
10-1-000-006-4480.500 Other Security Contract	0.00	333.33	-333.33	2,999.97	1,603.19	4,000.00	-59.92
Total Line 95200	647.99	993.33	-345.34	8,939.97	10,177.24	11,920.00	-14.62
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	647.99	993.33	-345.34	8,939.97	10,177.24	11,920.00	-14.62
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	14,400.00	14,110.20	19,200.00	-26.51
10-1-000-006-4510.020 Liability Insurance	126.03	129.00	-2.97	1,161.00	1,134.27	1,548.00	-26.73
10-1-000-006-4510.030 Work Comp	23.69	29.00	-5.31	261.00	213.21	348.00	-38.73
Total Line 96110 96120 96130	1,717.52	1,758.00	-40.48	15,822.00	15,457.68	21,096.00	-26.73
96140 All Other Insurance							
10-1-000-006-4510.015 Equipment Insurance	55.02	57.00	-1.98	513.00	495.18	684.00	-27.61
10-1-000-006-4510.025 PE & PO Insurance	6.92	8.00	-1.08	72.00	62.28	96.00	-35.13
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	585.00	557.46	780.00	-28.53
96100 TOTAL INSURANCE PREMIUMS EXP	1,779.46	1,823.00	-43.54	16,407.00	16,015.14	21,876.00	-26.79

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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	1,050.31	1,233.25	-182.94	11,099.25	12,538.63	14,799.00	-15.27
Total Line 96300	1,050.31	1,233.25	-182.94	11,099.25	12,538.63	14,799.00	-15.27
96400 Bad Debt - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	467.40	0.00	467.40	0.00	2,304.52	0.00	
Total Line 96400	467.40	0.00	467.40	0.00	2,304.52	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	1,517.71	1,233.25	284.46	11,099.25	14,843.15	14,799.00	0.30
96900 TOTAL OPERATING EXPENSE	39,164.32	34,377.48	4,786.84	309,397.32	232,683.37	412,530.00	-43.60
97000 NET REVENUE/EXPENSE (-Gain/Loss)	12,650.73	6,019.91	6,630.82	54,179.19	-6,107.19	72,239.00	-108.45
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	32,175.00	0.00	
Total Line 97400	3,575.00	0.00	3,575.00	0.00	32,175.00	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	32,175.00	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)	16,225.73	6,019.91	10,205.82	54,179.19	26,067.81	72,239.00	-63.91

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	72.00	72.00	0.00	648.00	648.00	864.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	-32,652.00	-28,909.33	-3,742.67	-260,183.97	-264,037.00	-346,912.00	-23.89
60-1-000-000-5125.000 PHA Rent	-9,068.00	-11,000.00	1,932.00	-99,000.00	-84,877.00	-132,000.00	-35.70
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	0.00	0.00	0.00	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	-41,720.00	-39,909.33	-1,810.67	-359,183.97	-349,729.00	-478,912.00	-26.97
70400 Tenant Revenue - Other							
60-1-000-000-5910.000 Laundry Income	-657.50	-625.00	-32.50	-5,625.00	-5,504.75	-7,500.00	-26.60
60-1-000-000-5920.000 Bad Check Charges	0.00	-3.33	3.33	-29.97	-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	-375.27	-600.00	224.73	-5,400.00	-5,872.53	-7,200.00	-18.44
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	-325.00	-60.00	-265.00	-540.00	-1,457.00	-720.00	102.36
60-1-000-000-5926.000 Violation Charges	0.00	-40.42	40.42	-363.78	-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	-1,357.77	-1,328.75	-29.02	-11,958.75	-13,399.28	-15,945.00	-15.97
70500 TOTAL TENANT REVENUE	-43,077.77	-41,238.08	-1,839.69	-371,142.72	-363,128.28	-494,857.00	-26.62
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	-674.47	-700.00	25.53	-6,300.00	-4,102.17	-8,400.00	-51.16
60-1-000-000-5410.025 Interest Inc - Sec Dep	-0.58	-0.58	0.00	-5.22	-5.08	-7.00	-27.43
Total Line 71100	-675.05	-700.58	25.53	-6,305.22	-4,107.25	-8,407.00	-51.14
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	-150.03	-46.00	-200.00	-77.00
60-1-000-000-5901.000 Income - LR Amps	0.00	-83.33	83.33	-749.97	0.00	-1,000.00	-100.00
Total Line 71500	0.00	-100.00	100.00	-900.00	-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	-43,752.82	-42,038.66	-1,714.16	-378,347.94	-367,281.53	-504,464.00	-27.19

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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	13,563.00	10,209.98	18,084.00	-43.54
60-1-000-000-6330.000 Manager Salaries	2,499.76	2,875.00	-375.24	25,875.00	25,749.72	34,500.00	-25.36
Total Line 91100	3,883.50	4,382.00	-498.50	39,438.00	35,959.70	52,584.00	-31.61
91200 Auditing Fees							
60-1-000-000-6350.000 Audit	1,360.00	117.00	1,243.00	1,053.00	1,360.00	1,404.00	-3.13
Total Line 91200	1,360.00	117.00	1,243.00	1,053.00	1,360.00	1,404.00	-3.13
91300 Management Fee							
60-1-000-000-6320.000 Management Fees	3,744.00	3,744.00	0.00	33,696.00	33,384.00	44,928.00	-25.69
Total Line 91300	3,744.00	3,744.00	0.00	33,696.00	33,384.00	44,928.00	-25.69
91310 Book-keeping Fee							
60-1-000-000-6351.000 Bookkeeping Fees	540.00	540.00	0.00	4,860.00	4,815.00	6,480.00	-25.69
Total Line 91310	540.00	540.00	0.00	4,860.00	4,815.00	6,480.00	-25.69
91400 Advertising & Marketing							
60-1-000-000-6210.000 Advertising	0.00	30.00	-30.00	270.00	0.00	360.00	-100.00
Total Line 91400	0.00	30.00	-30.00	270.00	0.00	360.00	-100.00
91500 Benefit Contributions - Admin							
60-1-000-000-6310.500 Admin Benefits	333.87	374.00	-40.13	3,366.00	2,486.46	4,488.00	-44.60
60-1-000-000-6330.500 Manager's Benefits	763.14	1,033.00	-269.86	9,297.00	9,094.22	12,396.00	-26.64
Total Line 91500	1,097.01	1,407.00	-309.99	12,663.00	11,580.68	16,884.00	-31.41
91600 Office Expense							
60-1-000-000-6250.000 Misc Rent Expense	275.07	125.00	150.07	1,125.00	600.79	1,500.00	-59.95
60-1-000-000-6311.000 Office Exp - BW	66.30	202.50	-136.20	1,822.50	2,216.74	2,430.00	-8.78
60-1-000-000-6311.050 Office Rental Exp	243.00	271.50	-28.50	2,443.50	2,187.00	3,258.00	-32.87
60-1-000-000-6311.100 Phone/Internet Exp	320.19	116.67	203.52	1,050.03	1,002.89	1,400.00	-28.37
60-1-000-000-6311.150 IT Support	0.00	166.67	-166.67	1,500.03	901.79	2,000.00	-54.91
60-1-000-000-6311.200 Office Furniture	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
Total Line 91600	904.56	899.01	5.55	8,091.09	6,909.21	10,788.00	-35.95
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	900.00	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	82.41	110.00	-27.59	990.00	1,005.07	1,320.00	-23.86
Total Line 91800	82.41	210.00	-127.59	1,890.00	1,264.54	2,520.00	-49.82
91900 Other Expense							
60-1-000-000-6350.700 Mental Health Fee	864.00	864.00	0.00	7,776.00	7,776.00	10,368.00	-25.00
60-1-000-000-6350.800 Participant Fee	864.00	864.00	0.00	7,776.00	7,776.00	10,368.00	-25.00
60-1-000-000-6352.500 Other Fee Exp	55.00	1.67	53.33	15.03	60.00	20.00	200.00
60-1-000-000-6360.000 Training - Staff	0.00	166.67	-166.67	1,500.03	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	22.70	50.00	-27.30	450.00	209.29	600.00	-65.12
60-1-000-000-6399.000 Other Administrative	0.00	83.33	-83.33	749.97	32.50	1,000.00	-96.75
Total Line 91900	1,805.70	2,029.67	-223.97	18,267.03	16,291.29	24,356.00	-33.11
91000 TOTAL OPERATING EXPENSE - Admin	13,417.18	13,358.68	58.50	120,228.12	111,564.42	160,304.00	-30.40

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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	1,135.42	425.00	710.42	3,825.00	4,275.29	5,100.00	-16.17
60-1-000-000-6451.000 Utilities - Water	864.01	900.00	-35.99	8,100.00	9,238.88	10,800.00	-14.45
60-1-000-000-6452.000 Utilities - Gas	298.33	125.00	173.33	1,125.00	861.64	1,500.00	-42.56
60-1-000-000-6453.000 Utilities - Sewer	2,159.26	1,800.00	359.26	16,200.00	21,358.14	21,600.00	-1.12
Total Line 93100, 93200, 93300, 93600	4,457.02	3,250.00	1,207.02	29,250.00	35,733.95	39,000.00	-8.37
93000 TOTAL UTILITIES EXPENSES	4,457.02	3,250.00	1,207.02	29,250.00	35,733.95	39,000.00	-8.37
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-000-6510.000 Maint Salaries	3,892.80	4,141.67	-248.87	37,275.03	37,425.68	49,700.00	-24.70
60-1-000-000-6510.100 OT Maintenance	129.17	200.00	-70.83	1,800.00	563.89	2,400.00	-76.50
60-1-000-000-6510.200 Maint from Amps	0.00	166.67	-166.67	1,500.03	402.50	2,000.00	-79.88
Total Line 94100	4,021.97	4,508.34	-486.37	40,575.06	38,392.07	54,100.00	-29.03
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	0.00	166.67	-166.67	1,500.03	361.00	2,000.00	-81.95
60-1-000-000-6515.030 Snow Removal Supplies	0.00	58.33	-58.33	524.97	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	25.60	250.00	-224.40	2,250.00	407.25	3,000.00	-86.43
60-1-000-000-6515.070 Electrical Supplies	186.28	135.00	51.28	1,215.00	836.18	1,620.00	-48.38
60-1-000-000-6515.080 Plumbing Supplies	1,618.25	400.00	1,218.25	3,600.00	3,048.38	4,800.00	-36.49
60-1-000-000-6515.090 Extermination Supplies	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
60-1-000-000-6515.100 Janitorial Supplies	39.85	150.00	-110.15	1,350.00	395.70	1,800.00	-78.02
60-1-000-000-6515.110 Routine Maint. Supplies	1,060.80	983.33	77.47	8,849.97	3,478.06	11,800.00	-70.52
60-1-000-000-6515.114 Painting Supplies - BW	256.78	140.00	116.78	1,260.00	1,462.25	1,680.00	-12.96
60-1-000-000-6515.115 Refrigerators	2,932.00	275.00	2,657.00	2,475.00	4,172.00	3,300.00	26.42
60-1-000-000-6515.116 Stoves	0.00	150.00	-150.00	1,350.00	0.00	1,800.00	-100.00
60-1-000-000-6515.120 Misc. Other Supplies	170.32	62.50	107.82	562.50	189.72	750.00	-74.70
60-1-000-000-6515.500 Small Tools/Equipment	0.00	16.67	-16.67	150.03	79.99	200.00	-60.01
Total Line 94200	6,289.88	2,804.17	3,485.71	25,237.53	14,430.53	33,650.00	-57.12
94300 Maintenance - Contracts							
60-1-000-000-6520.010 Garbage/Trash Contract	2,043.50	1,183.33	860.17	10,649.97	9,109.90	14,200.00	-35.85
60-1-000-000-6520.020 Heat/Cool Contract	0.00	291.67	-291.67	2,625.03	0.00	3,500.00	-100.00
60-1-000-000-6520.030 Snow Removal Contract	0.00	166.67	-166.67	1,500.03	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	8,250.03	1,066.00	11,000.00	-90.31
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	585.00	0.00	780.00	-100.00
60-1-000-000-6520.080 Plumbing Contract	315.00	666.67	-351.67	6,000.03	1,510.43	8,000.00	-81.12
60-1-000-000-6520.090 Extermination Contract	550.00	485.00	65.00	4,365.00	4,326.00	5,820.00	-25.67
60-1-000-000-6520.100 Janitorial Contract	0.00	97.92	-97.92	881.28	675.00	1,175.00	-42.55
60-1-000-000-6520.110 Routine Maint. Contract	165.54	1,491.67	-1,326.13	13,425.03	1,752.30	17,900.00	-90.21
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	1,383.33	-1,383.33	12,449.97	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	15,900.03	0.00	21,200.00	-100.00
Total Line 94300 - (sub acct)	3,253.04	8,514.60	-5,261.56	76,631.40	21,627.63	102,175.00	-78.83
94500 Maintenance - Ordinary/Benefits							
60-1-000-000-6510.500 Maint. Employee Ben.	1,310.97	1,666.67	-355.70	15,000.03	15,383.87	20,000.00	-23.08
Total Line 94500	1,310.97	1,666.67	-355.70	15,000.03	15,383.87	20,000.00	-23.08
94000 TOTAL MAINTENANCE EXPENSES	14,875.86	17,493.78	-2,617.92	157,444.02	89,834.10	209,925.00	-57.21
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	864.00	720.00	144.00	6,480.00	7,776.00	8,640.00	-10.00
60-1-000-000-6580.100 ADT Contract	18.00	99.00	-81.00	891.00	778.83	1,188.00	-34.44
60-1-000-000-6580.500 Other Safety Contracts	0.00	61.67	-61.67	555.03	295.50	740.00	-60.07
Total Line 95200	882.00	880.67	1.33	7,926.03	8,850.33	10,568.00	-16.25
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	882.00	880.67	1.33	7,926.03	8,850.33	10,568.00	-16.25
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-000-6720.000 Property Insurance	1,551.51	1,583.00	-31.49	14,247.00	13,963.59	18,996.00	-26.49
Total Line 96110	1,551.51	1,583.00	-31.49	14,247.00	13,963.59	18,996.00	-26.49
96120 Liability Insurance							
60-1-000-000-6721.000 Liability Insurance	177.01	181.00	-3.99	1,629.00	1,593.09	2,172.00	-26.65
Total Line 96120	177.01	181.00	-3.99	1,629.00	1,593.09	2,172.00	-26.65
96130 Workmen's Compensation							
60-1-000-000-6722.000 Work Comp Insurance	231.39	302.00	-70.61	2,718.00	2,082.51	3,624.00	-42.54
Total Line 96130	231.39	302.00	-70.61	2,718.00	2,082.51	3,624.00	-42.54
96140 All Other Insurance							
60-1-000-000-6720.500 Equipment Insurance	77.28	79.00	-1.72	711.00	695.52	948.00	-26.63
60-1-000-000-6721.500 PE & PO Insurance	85.77	91.00	-5.23	819.00	771.93	1,092.00	-29.31
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	1,530.00	1,467.45	2,040.00	-28.07
96100 TOTAL INSURANCE PREMIUMS EXP	2,122.96	2,236.00	-113.04	20,124.00	19,106.64	26,832.00	-28.79
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	375.03	0.00	500.00	-100.00
Total Line 96210	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-000-6710.000 PILOT - Real Estate Tax	1,863.15	2,264.42	-401.27	20,379.78	15,699.75	27,173.00	-42.22
Total Line 96300	1,863.15	2,264.42	-401.27	20,379.78	15,699.75	27,173.00	-42.22
96400 Bad Debt - Tenant Rents							
60-1-000-000-6370.000 Bad Debt	401.10	266.67	134.43	2,400.03	1,535.47	3,200.00	-52.02
Total Line 96400	401.10	266.67	134.43	2,400.03	1,535.47	3,200.00	-52.02
96000 TOTAL OTHER GENERAL EXPENSES	2,264.25	2,572.76	-308.51	23,154.84	17,235.22	30,873.00	-44.17
INTEREST & AMORTIZATION EXPENSE							
96710 Interest of Mortgage/Bond Payable							
60-1-000-000-6810.000 Interest Exp Payable	1,221.21	1,440.00	-218.79	12,960.00	11,710.24	17,280.00	-32.23
60-1-000-000-6860.000 Security Deposit Interest	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96710	1,221.21	1,440.00	-218.79	12,960.00	11,710.24	17,280.00	-32.23
96700 TOTAL INTEREST EXP & AMORT	1,221.21	1,440.00	-218.79	12,960.00	11,710.24	17,280.00	-32.23
96900 TOTAL OPERATING EXPENSE	39,240.48	41,231.89	-1,991.41	371,087.01	294,034.90	494,782.00	-40.57
97000 NET REVENUE/EXPENSE (GAIN/-LOSS)	-4,512.34	-806.77	-3,705.57	-7,260.93	-73,246.63	-9,682.00	656.52

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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	74,999.97	88,857.00	100,000.00	-11.14
Total Line 97400	9,873.00	8,333.33	1,539.67	74,999.97	88,857.00	100,000.00	-11.14
TOTAL MISCELLANEOUS EXPENSES	9,873.00	8,333.33	1,539.67	74,999.97	88,857.00	100,000.00	-11.14
90000 TOTAL EXPENSES	49,113.48	49,565.22	-451.74	446,086.98	382,891.90	594,782.00	-35.62
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	16,333.47	0.00	21,778.00	-100.00
Total Line 10094	0.00	1,814.83	-1,814.83	16,333.47	0.00	21,778.00	-100.00
10100 TOTAL OTHER FINANCING SOURCES	0.00	1,814.83	-1,814.83	16,333.47	0.00	21,778.00	-100.00
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	5,360.66	11,156.22	-5,795.56	100,405.98	15,610.37	133,874.00	-88.34

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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pum	65.00	72.00	0.00	648.00	585.00	864.00	0.00
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	-28,052.00	-28,277.00	225.00	-254,493.00	-238,725.00	-339,324.00	-29.65
60-1-000-001-5125.000 PHA Rent	-3,950.00	-3,083.00	-867.00	-27,747.00	-30,562.00	-36,996.00	-17.39
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	192.00	0.00	192.00	0.00	1,662.00	0.00	
60-1-000-001-5970.000 Excess Rent	0.00	-400.00	400.00	-3,600.00	-4,924.00	-4,800.00	2.58
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	-31,810.00	-31,760.00	-50.00	-285,840.00	-272,549.00	-381,120.00	-28.49
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	-29.97	-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	-222.00	-625.00	403.00	-5,625.00	-3,375.71	-7,500.00	-54.99
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	-350.00	-100.00	-250.00	-900.00	-2,125.00	-1,200.00	77.08
60-1-000-001-5926.000 Violation Charges	0.00	-42.50	42.50	-382.50	-595.00	-510.00	16.67
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-572.00	-770.83	198.83	-6,937.47	-6,160.71	-9,250.00	-33.40
70500 TOTAL TENANT REVENUE	-32,382.00	-32,530.83	148.83	-292,777.47	-278,709.71	-390,370.00	-28.60
70600 HUD PHA Operating Grants							
60-1-000-001-5126.000 HAP - Prairie S8	-4,966.00	-4,600.00	-366.00	-41,400.00	-49,603.00	-55,200.00	-10.14
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-4,966.00	-4,600.00	-366.00	-41,400.00	-49,603.00	-55,200.00	-10.14
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	-3.78	-4.08	-5.00	-18.40
Total Line 71100	-0.46	-0.42	-0.04	-3.78	-4.08	-5.00	-18.40
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	-2,443.50	-2,187.00	-3,258.00	-32.87
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	-2,443.50	-2,576.00	-3,258.00	-20.93
72000 Investment Income - Restricted							
60-1-000-001-5440.000 Rep Res Interest	-677.93	-178.00	-499.93	-1,602.00	-2,021.38	-2,136.00	-5.37
60-1-000-001-5450.000 Residual Res Int Inc	-1.37	-4.50	3.13	-40.50	-4.10	-54.00	-92.41
Total Line 72000	-679.30	-182.50	-496.80	-1,642.50	-2,025.48	-2,190.00	-7.51
70000 TOTAL REVENUE	-38,270.76	-37,585.25	-685.51	-338,267.25	-332,918.27	-451,023.00	-26.19

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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	13,563.00	10,210.12	18,084.00	-43.54
60-1-000-001-6330.000 Manager's Salaries	2,499.74	2,875.00	-375.26	25,875.00	25,749.52	34,500.00	-25.36
Total Line 91100	3,883.50	4,382.00	-498.50	39,438.00	35,959.64	52,584.00	-31.61
91200 Auditing Fees							
60-1-000-001-6350.000 Audit	1,190.00	650.00	540.00	5,850.00	1,190.00	7,800.00	-84.74
Total Line 91200	1,190.00	650.00	540.00	5,850.00	1,190.00	7,800.00	-84.74
91300 Management Fee							
60-1-000-001-6320.000 Management Fees	3,380.00	3,380.00	0.00	30,420.00	30,420.00	40,560.00	-25.00
Total Line 91300	3,380.00	3,380.00	0.00	30,420.00	30,420.00	40,560.00	-25.00
91310 Book-keeping Fee							
60-1-000-001-6351.000 Bookkeeping Fees	487.50	488.00	-0.50	4,392.00	4,387.50	5,856.00	-25.08
Total Line 91310	487.50	488.00	-0.50	4,392.00	4,387.50	5,856.00	-25.08
91400 Advertising & Marketing							
60-1-000-001-6210.000 Advertising	0.00	33.33	-33.33	299.97	0.00	400.00	-100.00
Total Line 91400	0.00	33.33	-33.33	299.97	0.00	400.00	-100.00
91500 Benefit Contributions - Admin							
60-1-000-001-6310.500 Admin Benefits	333.89	374.00	-40.11	3,366.00	2,486.61	4,488.00	-44.59
60-1-000-001-6330.500 Manager's Benefits	763.13	1,033.00	-269.87	9,297.00	9,094.05	12,396.00	-26.64
Total Line 91500	1,097.02	1,407.00	-309.98	12,663.00	11,580.66	16,884.00	-31.41
91600 Office Expense							
60-1-000-001-6250.000 Misc. Rent Expense	95.06	108.33	-13.27	974.97	473.07	1,300.00	-63.61
60-1-000-001-6311.000 Office Exp - PL	108.60	202.50	-93.90	1,822.50	2,221.25	2,430.00	-8.59
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	320.18	116.67	203.51	1,050.03	1,002.70	1,400.00	-28.38
60-1-000-001-6311.150 IT Support	0.00	166.67	-166.67	1,500.03	901.71	2,000.00	-54.91
60-1-000-001-6311.200 Office Furniture	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
Total Line 91600	523.84	610.84	-87.00	5,497.56	4,598.73	7,330.00	-37.26
91700 Legal Expense							
60-1-000-001-6340.000 Legal	0.00	117.00	-117.00	1,053.00	0.00	1,404.00	-100.00
Total Line 91700	0.00	117.00	-117.00	1,053.00	0.00	1,404.00	-100.00
91800 Travel Expense							
60-1-000-001-6365.000 Travel - Staff	0.00	100.00	-100.00	900.00	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	82.41	100.00	-17.59	900.00	1,280.18	1,200.00	6.68
Total Line 91800	82.41	200.00	-117.59	1,800.00	1,539.65	2,400.00	-35.85
91900 Other Expense							
60-1-000-001-6350.700 Mental Health Fee	780.00	780.00	0.00	7,020.00	7,020.00	9,360.00	-25.00
60-1-000-001-6350.800 Participant Fee	780.00	780.00	0.00	7,020.00	7,020.00	9,360.00	-25.00
60-1-000-001-6352.500 Other Fee Exp	5.00	1.67	3.33	15.03	10.00	20.00	-50.00
60-1-000-001-6360.000 Training - Staff	0.00	166.67	-166.67	1,500.03	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	749.97	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	1,050.03	0.00	1,400.00	-100.00
60-1-000-001-6390.000 Fee for Service Exp	18.42	45.83	-27.41	412.47	172.91	550.00	-68.56
60-1-000-001-6399.000 Other Administrative	32.70	0.00	32.70	0.00	2,618.62	0.00	
Total Line 91900	1,616.12	1,974.17	-358.05	17,767.53	17,279.03	23,690.00	-27.06
91000 TOTAL OPERATING EXPENSE - Admin	12,260.39	13,242.34	-981.95	119,181.06	106,955.21	158,908.00	-32.69

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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	856.14	310.00	546.14	2,790.00	3,574.55	3,720.00	-3.91
60-1-000-001-6451.000 Utilities Water	1,281.01	1,035.00	246.01	9,315.00	10,043.10	12,420.00	-19.14
60-1-000-001-6452.000 Utilities Gas	294.48	140.00	154.48	1,260.00	1,044.15	1,680.00	-37.85
60-1-000-001-6453.000 Utilities Sewer	2,944.83	2,200.00	744.83	19,800.00	23,198.87	26,400.00	-12.13
Total Line 93100, 93200, 93300, 93600	5,376.46	3,685.00	1,691.46	33,165.00	37,860.67	44,220.00	-14.38
93000 TOTAL UTILITIES EXPENSES	5,376.46	3,685.00	1,691.46	33,165.00	37,860.67	44,220.00	-14.38
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-001-6510.000 Maintenance Salaries	3,892.80	4,141.67	-248.87	37,275.03	37,425.68	49,700.00	-24.70
60-1-000-001-6510.100 OT Maintenance	129.19	200.00	-70.81	1,800.00	563.93	2,400.00	-76.50
60-1-000-001-6510.200 Maint from Amps	0.00	166.67	-166.67	1,500.03	0.00	2,000.00	-100.00
Total Line 94100	4,021.99	4,508.34	-486.35	40,575.06	37,989.61	54,100.00	-29.78
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	37.98	185.00	-147.02	1,665.00	856.57	2,220.00	-61.42
60-1-000-001-6515.030 Snow Removal Supplies	0.00	58.33	-58.33	524.97	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	4,050.00	2,654.80	5,400.00	-50.84
60-1-000-001-6515.070 Electrical Supplies	0.00	100.00	-100.00	900.00	621.84	1,200.00	-48.18
60-1-000-001-6515.080 Plumbing Supplies	182.92	656.67	-473.75	5,910.03	1,951.89	7,880.00	-75.23
60-1-000-001-6515.090 Extermination Supplies	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
60-1-000-001-6515.100 Janitorial Supplies	39.84	60.00	-20.16	540.00	487.04	720.00	-32.36
60-1-000-001-6515.110 Routine Maint. Supplies	588.88	666.67	-77.79	6,000.03	4,237.23	8,000.00	-47.03
60-1-000-001-6515.114 Painting Supplies - PL	0.00	185.00	-185.00	1,665.00	751.39	2,220.00	-66.15
60-1-000-001-6515.115 Refrigerators	0.00	275.00	-275.00	2,475.00	0.00	3,300.00	-100.00
60-1-000-001-6515.116 Stoves	0.00	225.00	-225.00	2,025.00	0.00	2,700.00	-100.00
60-1-000-001-6515.120 Other Misc. Supplies	0.00	83.33	-83.33	749.97	190.39	1,000.00	-80.96
60-1-000-001-6515.500 Small Tools/Equipment	0.00	33.33	-33.33	299.97	0.00	400.00	-100.00
Total Line 94200	849.62	3,003.33	-2,153.71	27,029.97	11,751.15	36,040.00	-67.39
94300 Maintenance - Contracts							
60-1-000-001-6520.010 Garbage/Trash Contract	1,395.80	725.00	670.80	6,525.00	6,245.95	8,700.00	-28.21
60-1-000-001-6520.020 Heat/Cool Contract	0.00	375.00	-375.00	3,375.00	1,464.90	4,500.00	-67.45
60-1-000-001-6520.030 Snow Removal Contract	0.00	166.67	-166.67	1,500.03	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	12,075.03	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	150.03	0.00	200.00	-100.00
60-1-000-001-6520.080 Plumbing Contract	0.00	550.00	-550.00	4,950.00	205.19	6,600.00	-96.89
60-1-000-001-6520.090 Extermin Contract	0.00	283.33	-283.33	2,549.97	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	574.71	75.00	499.71	675.00	625.95	900.00	-30.45
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	1,118.33	-1,118.33	10,064.97	0.00	13,420.00	-100.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	1,333.33	-1,333.33	11,999.97	0.00	16,000.00	-100.00
Total Line 94300 - (sub acct)	1,970.51	5,985.00	-4,014.49	53,865.00	12,612.99	71,820.00	-82.44
94500 Maintenance - Ordinary/Benefits							
60-1-000-001-6510.500 Maint.Benefits	1,311.03	1,666.67	-355.64	15,000.03	15,384.36	20,000.00	-23.08
Total Line 94500	1,311.03	1,666.67	-355.64	15,000.03	15,384.36	20,000.00	-23.08
94000 TOTAL MAINTENANCE EXPENSES	8,153.15	15,163.34	-7,010.19	136,470.06	77,738.11	181,960.00	-57.28
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	780.00	780.00	0.00	7,020.00	7,020.00	9,360.00	-25.00
60-1-000-001-6580.100 ADT Contract	17.99	98.00	-80.01	882.00	778.70	1,176.00	-33.78
60-1-000-001-6580.500 Other Safety Contracts	0.00	30.00	-30.00	270.00	143.25	360.00	-60.21
Total Line 95200	797.99	908.00	-110.01	8,172.00	7,941.95	10,896.00	-27.11
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	797.99	908.00	-110.01	8,172.00	7,941.95	10,896.00	-27.11
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-001-6720.000 Prpoerty Insurance	1,563.36	1,250.00	313.36	11,250.00	14,070.24	15,000.00	-6.20
Total LIne 96110	1,563.36	1,250.00	313.36	11,250.00	14,070.24	15,000.00	-6.20
96120 Liability Insurance							
60-1-000-001-6721.000 Liability Insurance	160.03	165.00	-4.97	1,485.00	1,440.27	1,980.00	-27.26
Total Line 96120	160.03	165.00	-4.97	1,485.00	1,440.27	1,980.00	-27.26
96130 Workmen's Compensation							
60-1-000-001-6722.000 Work Comp Insurance	231.39	291.67	-60.28	2,625.03	2,082.51	3,500.00	-40.50
Total Line 96130	231.39	291.67	-60.28	2,625.03	2,082.51	3,500.00	-40.50
96140 All Other Insurance							
60-1-000-001-6720.500 Equipment Insurance	69.86	66.67	3.19	600.03	628.74	800.00	-21.41
60-1-000-001-6721.500 PE & PO Insuranace	85.77	91.00	-5.23	819.00	771.93	1,092.00	-29.31
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	1,419.03	1,400.67	1,892.00	-25.97
96100 TOTAL INSURANCE PREMIUMS EXP	2,110.41	1,864.34	246.07	16,779.06	18,993.69	22,372.00	-15.10
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	1,582.13	1,440.25	141.88	12,962.25	14,077.72	17,283.00	-18.55
Total Line 96300	1,582.13	1,440.25	141.88	12,962.25	14,077.72	17,283.00	-18.55
96400 Bad Debt - Tenant Rents							
60-1-000-001-6370.000 Bad Debt	425.10	87.50	337.60	787.50	2,000.92	1,050.00	90.56
Total Line 96400	425.10	87.50	337.60	787.50	2,000.92	1,050.00	90.56
96000 TOTAL OTHER GENERAL EXPENSES	2,007.23	1,527.75	479.48	13,749.75	16,078.64	18,333.00	-12.30
INTEREST & AMORTIZATION EXPENSE							
96710 Interest of Mortgage/Bond Payable							
60-1-000-001-6810.000 Interest Exp Payable	1,221.21	1,500.00	-278.79	13,500.00	11,710.20	18,000.00	-34.94
60-1-000-001-6860.000 Sec Dep Int	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96710	1,221.21	1,500.00	-278.79	13,500.00	11,710.20	18,000.00	-34.94
96700 TOTAL INTEREST EXP & AMORT	1,221.21	1,500.00	-278.79	13,500.00	11,710.20	18,000.00	-34.94
96900 TOTAL OPERATING EXPENSE	31,926.84	37,890.77	-5,963.93	341,016.93	277,278.47	454,689.00	-39.02
97000 NET REVENUE/EXPENSE (GAIN/-LOSS)	-6,343.92	305.52	-6,649.44	2,749.68	-55,639.80	3,666.00	-1,617.73

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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	64,894.50	65,115.00	86,526.00	-24.75
Total Line 97400	7,235.00	7,210.50	24.50	64,894.50	65,115.00	86,526.00	-24.75
TOTAL MISCELLANEOUS EXPENSES	7,235.00	7,210.50	24.50	64,894.50	65,115.00	86,526.00	-24.75
90000 TOTAL EXPENSES	39,161.84	45,101.27	-5,939.43	405,911.43	342,393.47	541,215.00	-36.74
OTHER FINANCING SOURCES (USES)							
10093 Xfers							
60-1-000-001-9111.000 Xfers In from Amps	0.00	-1,814.83	1,814.83	-16,333.47	0.00	-21,778.00	-100.00
Total Line 10093	0.00	-1,814.83	1,814.83	-16,333.47	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	15,000.03	0.00	20,000.00	-100.00
Total Line 10094	0.00	1,666.67	-1,666.67	15,000.03	0.00	20,000.00	-100.00
10100 TOTAL OTHER FINANCING SOURCES	0.00	-148.16	148.16	-1,333.44	0.00	-1,778.00	-100.00
10000 EXCESS REVENUE/EXPENSE GAIN/-LOSS	891.08	7,219.70	-6,328.62	64,977.30	9,475.20	86,636.00	-89.06

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	2,520.00	2,520.00	3,360.00	0.00
ADMIN REVENUE							
<u>ADMIN OPERATING INCOME</u>							
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Sub - Cur Yr	-13,655.00	-12,496.17	-1,158.83	-112,465.53	-127,476.00	-149,954.00	-14.99
Total Admin Fee Subsidy	-13,655.00	-12,496.17	-1,158.83	-112,465.53	-127,476.00	-149,954.00	-14.99
Interest Income							
30-1-000-000-3300.000 Int Reserve	-9.27	-5.00	-4.27	-45.00	-63.44	-60.00	5.73
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	-9.27	-5.00	-4.27	-45.00	-63.44	-60.00	5.73
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	-1,260.00	-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	-1,260.00	-2,376.00	-1,680.00	41.43
TOTAL ADMIN OPERATING INCOME	-13,664.27	-12,641.17	-1,023.10	-113,770.53	-129,915.44	-151,694.00	-14.36
ADMIN EXPENSES							
<u>ADMIN OPERATING EXPENSE</u>							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	8,237.66	9,266.00	-1,028.34	83,394.00	78,059.66	111,192.00	-29.80
Total Admin Salaries	8,237.66	9,266.00	-1,028.34	83,394.00	78,059.66	111,192.00	-29.80
Audit Fee Expense							
30-1-000-000-4171.000 Audit Fee	2,550.00	200.00	2,350.00	1,800.00	2,550.00	2,400.00	6.25
Total Audit Fee Expense	2,550.00	200.00	2,350.00	1,800.00	2,550.00	2,400.00	6.25
Fee Expense							
30-1-000-000-4120.100 Management Fees	2,436.00	2,460.00	-24.00	22,140.00	22,212.00	29,520.00	-24.76
30-1-000-000-4120.300 Bookkeep. Fees	1,522.50	1,538.00	-15.50	13,842.00	13,882.50	18,456.00	-24.78
Total Fees Expense	3,958.50	3,998.00	-39.50	35,982.00	36,094.50	47,976.00	-24.77
Benefit Contribution Expense							
30-1-000-000-4110.500 Emp Benefit - Admin	2,975.95	3,713.00	-737.05	33,417.00	38,746.66	44,556.00	-13.04
Total Benefit Contribution Exp	2,975.95	3,713.00	-737.05	33,417.00	38,746.66	44,556.00	-13.04
Office Expense							
30-1-000-000-4180.000 Telephone	568.42	96.17	472.25	865.53	1,323.62	1,154.00	14.70
30-1-000-000-4190.100 Postage	112.51	166.67	-54.16	1,500.03	1,511.41	2,000.00	-24.43
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	225.00	113.80	300.00	-62.07
30-1-000-000-4190.401 Printing Supplies	0.00	16.67	-16.67	150.03	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	0.00	41.67	-41.67	375.03	1,268.00	500.00	153.60
Total Office Expense	680.93	346.18	334.75	3,115.62	4,216.83	4,154.00	1.51

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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	900.00	829.45	1,200.00	-30.88
Total Legal & Travel Expense	0.00	100.00	-100.00	900.00	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	144.00	145.00	192.00	-24.48
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	1,500.03	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	247.73	166.67	81.06	1,500.03	374.20	2,000.00	-81.29
30-1-000-000-4190.200 Inspection Exp	0.00	416.67	-416.67	3,750.03	0.00	5,000.00	-100.00
30-1-000-000-4190.700 Member Dues/Fees	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
30-1-000-000-4190.950 Background Verification	2,624.79	20.83	2,603.96	187.47	5,512.36	250.00	2,104.94
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	323.28	323.91	431.00	-24.85
Total Other Expense	2,924.51	906.09	2,018.42	8,154.81	7,169.47	10,873.00	-34.06
Maintenance Expense							
30-1-000-000-4420.126 Vehicle Supplies	0.00	8.33	-8.33	74.97	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	74.97	127.13	100.00	27.13
TOTAL ADMIN EXPENSE	21,327.55	18,537.60	2,789.95	166,838.40	167,793.70	222,451.00	-24.57
Insurance Premiums Expense							
30-1-000-000-4510.025 PE & PO Insurance	103.02	55.00	48.02	495.00	927.18	660.00	40.48
30-1-000-000-4510.030 Work Comp Insurance	176.73	200.00	-23.27	1,800.00	1,590.57	2,400.00	-33.73
30-1-000-000-4510.035 Auto Insurance	50.00	51.00	-1.00	459.00	450.00	612.00	-26.47
Total Insurance Premium Expenses	329.75	306.00	23.75	2,754.00	2,967.75	3,672.00	-19.18
TOTAL INSURANCE EXPENSE	329.75	306.00	23.75	2,754.00	2,967.75	3,672.00	-19.18
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	500.00	0.00	500.00	0.00	1,764.00	0.00	
30-1-000-000-4590.010 Admin Gen Exp-Port	52.18	250.00	-197.82	2,250.00	1,051.49	3,000.00	-64.95
Total General Expense	552.18	250.00	302.18	2,250.00	1,676.70	3,000.00	-44.11
TOTAL GENERAL EXPENSE	552.18	250.00	302.18	2,250.00	1,676.70	3,000.00	-44.11
TOTAL EXPENSES - ADMIN	22,209.48	19,093.60	3,115.88	171,842.40	172,438.15	229,123.00	-24.74
ADMIN (Profit)/Loss	8,545.21	6,452.43	2,092.78	58,071.87	42,522.71	77,429.00	-45.08
MISCELLANEOUS EXPENSE							
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	464.00	465.00	-1.00	4,185.00	4,176.00	5,580.00	-25.16
Total Depreciation Expense	464.00	465.00	-1.00	4,185.00	4,176.00	5,580.00	-25.16
TOTAL MISC EXPENSE	464.00	465.00	-1.00	4,185.00	4,176.00	5,580.00	-25.16
TOTAL ADMIN EXPENSES w/ DEPR EXP	22,173.48	19,558.60	2,614.88	176,027.40	174,850.15	234,703.00	-25.50
ADMIN (Profit)/Loss w/ Depreciation	9,009.21	6,917.43	2,091.78	62,256.87	46,698.71	83,009.00	-43.74
HAP REVENUE							

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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	-1,260.00	-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	-88,430.00	-88,348.33	-81.67	-795,134.97	-793,465.00	-1,060,180.00	-25.16
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-88,430.00	-88,488.33	58.33	-796,394.97	-795,841.00	-1,061,860.00	-25.05
TOTAL HAP INCOME	-88,430.00	-88,488.33	58.33	-796,394.97	-795,841.00	-1,061,860.00	-25.05
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP Tenant Pmts	85,792.00	76,875.00	8,917.00	691,875.00	739,283.00	922,500.00	-19.86
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	2,068.00	108.33	1,959.67	974.97	20,710.00	1,300.00	1,493.08
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	1,255.21	6,000.00	-4,744.79	54,000.00	24,899.21	72,000.00	-65.42
Total HAP Expenses	89,115.21	82,983.33	6,131.88	746,849.97	784,892.21	995,800.00	-21.18
TOTAL HAP EXPENSE	89,115.21	82,983.33	6,131.88	746,849.97	784,892.21	995,800.00	-21.18
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	0.00	24.17	-24.17	217.53	208.01	290.00	-28.27
Total General HAP Expenses	0.00	24.17	-24.17	217.53	208.01	290.00	-28.27
TOTAL GENERAL HAP EXPENSES	0.00	24.17	-24.17	217.53	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	89,115.21	83,007.50	6,107.71	747,067.50	785,100.22	996,090.00	-21.18
Remaining HAP (to)/from Reserve	685.21	-5,480.83	6,166.04	-49,327.47	-10,740.78	-65,770.00	-83.67

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Knox County Housing Authority
INCOME STATEMENT - EHV (HAP & ADMIN)
December, 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	135.00	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	-4,047.00	-4,507.08	460.08	-40,563.72	-50,597.00	-54,085.00	-6.45
Total HAP Income	-4,047.00	-4,507.08	460.08	-40,563.72	-50,597.00	-54,085.00	-6.45
TOTAL HAP INCOME	-4,047.00	-4,507.08	460.08	-40,563.72	-50,597.00	-54,085.00	-6.45
<u>EHV - HAP EXPENSE</u>							
HAP Expenses							
30-1-000-001-4715.010 EHV HAP Tenant Pmts	3,630.00	4,000.00	-370.00	36,000.00	42,616.00	48,000.00	-11.22
30-1-000-001-4715.040 EHV HAP Utility Pmts	216.00	507.08	-291.08	4,563.72	2,746.00	6,085.00	-54.87
30-1-000-001-4715.070 EHV HAP Port Out Pmts	0.00	0.00	0.00	0.00	757.15	0.00	
Total HAP Expense	3,846.00	4,507.08	-661.08	40,563.72	46,119.15	54,085.00	-14.73
TOTAL HAP EXPENSE	3,846.00	4,507.08	-661.08	40,563.72	46,119.15	54,085.00	-14.73
 EHV HAP (to)/from Reserve	 -201.00	 0.00	 -201.00	 0.00	 -4,477.85	 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	-787.00	-1,363.83	576.83	-12,274.47	-5,104.00	-16,366.00	-68.81
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	-787.00	-1,363.83	576.83	-12,274.47	-5,104.00	-16,366.00	-68.81
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	-787.00	-1,363.83	576.83	-12,274.47	-5,104.00	-16,366.00	-68.81

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INCOME STATEMENT - EHV (HAP & ADMIN)
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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	1,424.97	721.90	1,900.00	-62.01
30-1-000-001-4110.200 Admin Exp - Amps	0.00	125.00	-125.00	1,125.00	0.00	1,500.00	-100.00
30-1-000-001-4110.500 EHV Emp Benefit Exp	46.65	100.00	-53.35	900.00	427.65	1,200.00	-64.36
30-1-000-001-4120.100 EHV Management Fee	96.00	132.00	-36.00	1,188.00	972.00	1,584.00	-38.64
30-1-000-001-4120.300 EHV Bookkeeping Fee	60.00	82.50	-22.50	742.50	607.50	990.00	-38.64
30-1-000-001-4130.200 EHV Other Ongoing	60.00	0.00	60.00	0.00	720.00	0.00	
Total Ongoing Admin Expenses	341.40	597.83	-256.43	5,380.47	3,449.05	7,174.00	-51.92
TOTAL ONGOING ADMIN EXPENSES	341.40	597.83	-256.43	5,380.47	3,449.05	7,174.00	-51.92
<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	341.40	597.83	-256.43	5,380.47	3,449.05	7,174.00	-51.92
EHV ADMINI (Profit)/Loss	-445.60	-766.00	320.40	-6,894.00	-1,654.95	-9,192.00	-82.00

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
COCC - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	196,372.04	165,090.42	31,281.62	1,370,866.30	1,981,085.00	-30.80
TOTAL OPERATING INCOME	<u>196,372.04</u>	<u>165,090.42</u>	<u>31,281.62</u>	<u>1,370,866.30</u>	<u>1,981,085.00</u>	<u>-30.80</u>
OPERATING EXPENSE						
Total Administration Expenses	58,176.80	84,924.18	-26,747.38	688,903.19	1,019,090.00	-32.40
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	2,185.75	625.00	1,560.75	9,834.54	7,500.00	31.13
Total Maintenance Expenses	58,523.23	64,067.00	-5,543.77	565,323.75	768,804.00	-26.47
Total Protective Expenses	5,900.74	7,260.33	-1,359.59	62,806.93	87,124.00	-27.91
General Expenses	3,469.46	3,918.67	-449.21	31,225.14	47,024.00	-33.60
TOTAL ROUTINE OPERATING EXPENSES	<u>128,255.98</u>	<u>160,795.18</u>	<u>-32,539.20</u>	<u>1,358,093.55</u>	<u>1,929,542.00</u>	<u>-29.62</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>128,255.98</u>	<u>160,795.18</u>	<u>-32,539.20</u>	<u>1,358,093.55</u>	<u>1,929,542.00</u>	<u>-29.62</u>
NET REVENUE/-EXPENSE PROFIT/-LOSS	<u>68,116.06</u>	<u>4,295.24</u>	<u>63,820.82</u>	<u>12,772.75</u>	<u>51,543.00</u>	<u>-75.22</u>
Total Depreciation Expense	760.50	1,000.00	-239.50	6,844.50	12,000.00	-42.96
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>67,355.56</u>	<u>3,295.24</u>	<u>64,060.32</u>	<u>5,928.25</u>	<u>39,543.00</u>	<u>-85.01</u>

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
MOON TOWERS - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	94,297.23	97,148.41	-2,851.18	861,064.44	1,165,781.00	-26.14
TOTAL OPERATING INCOME	<u>94,297.23</u>	<u>97,148.41</u>	<u>-2,851.18</u>	<u>861,064.44</u>	<u>1,165,781.00</u>	<u>-26.14</u>
OPERATING EXPENSE						
Total Administration Expenses	35,549.19	33,137.15	2,412.04	289,859.31	397,646.00	-27.11
Total Tenant Service Expenses	904.81	316.66	588.15	2,081.13	3,800.00	-45.23
Total Utility Expenses	20,677.21	14,291.66	6,385.55	87,212.40	171,500.00	-49.15
Total Maintenance Expenses	55,505.64	41,955.33	13,550.31	416,797.41	503,464.00	-17.21
Total Protective Service Expenses	2,528.19	3,115.67	-587.48	23,266.61	37,388.00	-37.77
General Expenses	9,024.50	9,822.25	-797.75	96,388.54	117,867.00	-18.22
TOTAL ROUTINE OPERATING EXPENSES	<u>124,189.54</u>	<u>102,638.72</u>	<u>21,550.82</u>	<u>915,605.40</u>	<u>1,231,665.00</u>	<u>-25.66</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>124,189.54</u>	<u>102,638.72</u>	<u>21,550.82</u>	<u>915,605.40</u>	<u>1,231,665.00</u>	<u>-25.66</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>-29,892.31</u>	<u>-5,490.31</u>	<u>-24,402.00</u>	<u>-54,540.96</u>	<u>-65,884.00</u>	<u>-17.22</u>
Total Depreciation Expense	10,107.00	13,750.00	-3,643.00	90,963.00	165,000.00	-44.87
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-39,999.31</u>	<u>-19,240.31</u>	<u>-20,759.00</u>	<u>-145,503.96</u>	<u>-230,884.00</u>	<u>-36.98</u>

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
FAMILY - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	119,078.85	119,804.00	-725.15	1,021,064.91	1,437,648.00	-28.98
TOTAL OPERATING INCOME	<u>119,078.85</u>	<u>119,804.00</u>	<u>-725.15</u>	<u>1,021,064.91</u>	<u>1,437,648.00</u>	<u>-28.98</u>
OPERATING EXPENSE						
Total Administration Expenses	38,884.72	39,371.33	-486.61	322,571.94	472,456.00	-31.72
Total Tenant Service Expenses	597.48	150.00	447.48	7,481.11	1,800.00	315.62
Total Utility Expenses	3,802.40	2,766.67	1,035.73	12,497.14	33,200.00	-62.36
Total Maintenance Expenses	139,221.92	62,642.17	76,579.75	604,135.42	751,706.00	-19.63
Total Protective Service Expenses	3,173.98	3,701.67	-527.69	25,569.93	44,420.00	-42.44
General Expenses	8,351.98	8,611.83	-259.85	92,446.28	103,342.00	-10.54
TOTAL ROUTINE OPERATING EXPENSES	<u>194,032.48</u>	<u>117,243.67</u>	<u>76,788.81</u>	<u>1,064,701.82</u>	<u>1,406,924.00</u>	<u>-24.32</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>194,032.48</u>	<u>117,243.67</u>	<u>76,788.81</u>	<u>1,064,701.82</u>	<u>1,406,924.00</u>	<u>-24.32</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>-74,953.63</u>	<u>2,560.33</u>	<u>-77,513.96</u>	<u>-43,636.91</u>	<u>30,724.00</u>	<u>-242.03</u>
Total Depreciation Expense	22,203.00	31,250.00	-9,047.00	199,827.00	375,000.00	-46.71
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-97,156.63</u>	<u>-28,689.67</u>	<u>-68,466.96</u>	<u>-243,463.91</u>	<u>-344,276.00</u>	<u>-29.28</u>

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
BLUEBELL - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	26,513.59	28,357.57	-1,843.98	238,790.56	340,291.00	-29.83
TOTAL OPERATING INCOME	<u>26,513.59</u>	<u>28,357.57</u>	<u>-1,843.98</u>	<u>238,790.56</u>	<u>340,291.00</u>	<u>-29.83</u>
OPERATING EXPENSE						
Total Administration Expenses	10,422.11	10,491.08	-68.97	85,723.39	125,893.00	-31.91
Total Tenant Service Expenses	14.95	500.00	-485.05	81.40	6,000.00	-98.64
Total Utility Expenses	5,022.98	3,083.34	1,939.64	17,366.74	37,000.00	-53.06
Total Maintenance Expenses	19,759.12	16,253.48	3,505.64	88,476.31	195,042.00	-54.64
Total Protective Service Expenses	647.99	993.33	-345.34	10,177.24	11,920.00	-14.62
General Expenses	3,297.17	3,056.25	240.92	30,858.29	36,675.00	-15.86
TOTAL ROUTINE OPERATING EXPENSES	<u>39,164.32</u>	<u>34,377.48</u>	<u>4,786.84</u>	<u>232,683.37</u>	<u>412,530.00</u>	<u>-43.60</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>39,164.32</u>	<u>34,377.48</u>	<u>4,786.84</u>	<u>232,683.37</u>	<u>412,530.00</u>	<u>-43.60</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>-12,650.73</u>	<u>-6,019.91</u>	<u>-6,630.82</u>	<u>6,107.19</u>	<u>-72,239.00</u>	<u>-108.45</u>
Total Depreciation Expense	3,575.00	0.00	3,575.00	32,175.00	0.00	
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-16,225.73</u>	<u>-6,019.91</u>	<u>-10,205.82</u>	<u>-26,067.81</u>	<u>-72,239.00</u>	<u>-63.91</u>

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	13,664.27	12,641.17	1,023.10	129,915.44	151,694.00	-14.36
TOTAL ADMIN OPERATING INCOME	13,664.27	12,641.17	1,023.10	129,915.44	151,694.00	-14.36
OPERATING EXPENSES						
Total Admin Expenses	14,767.06	14,279.35	487.71	128,553.16	171,352.00	-24.98
Total Fees Expenses	6,524.50	4,214.00	2,310.50	39,069.50	50,568.00	-22.74
Total General Expenses	417.92	600.25	-182.33	3,051.49	7,203.00	-57.64
TOTAL OPERATING EXPENSES	21,709.48	19,093.60	2,615.88	170,674.15	229,123.00	-25.51
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	21,709.48	19,093.60	2,615.88	170,674.15	229,123.00	-25.51
NET REVENUE PROFIT/-LOSS	-8,045.21	-6,452.43	-1,592.78	-40,758.71	-77,429.00	-47.36
Total Depreciation Expense	464.00	465.00	-1.00	4,176.00	5,580.00	-25.16
NET REVENUE w/Deprecitation PROFIT/-LOSS	-8,509.21	-6,917.43	-1,591.78	-44,934.71	-83,009.00	-45.87

HAP - OPERATING STATEMENT

HAP INCOME						
Total Income	88,430.00	88,488.33	-58.33	795,841.00	1,061,860.00	-25.05
TOTAL HAP INCOME	88,430.00	88,488.33	-58.33	795,841.00	1,061,860.00	-25.05
HAP EXPENSES						
Total HAP Expenses	89,115.21	82,983.33	6,131.88	784,892.21	995,800.00	-21.18
Total General HAP Expenses	0.00	24.17	-24.17	208.01	290.00	-28.27
TOTAL HAP EXPENSES	89,115.21	83,007.50	6,107.71	785,100.22	996,090.00	-21.18
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
REMAINING HAP from RESERVE +/-LOSS	-685.21	5,480.83	-6,166.04	10,740.78	65,770.00	-83.67

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
BRENTWOOD - OPERATING STATEMENT						
OPERATING INCOME						
Total Operating Income	43,752.82	42,038.66	1,714.16	367,281.53	504,464.00	-27.19
TOTAL OPERATING INCOME	<u>43,752.82</u>	<u>42,038.66</u>	<u>1,714.16</u>	<u>367,281.53</u>	<u>504,464.00</u>	<u>-27.19</u>
OPERATING EXPENSE						
Total Administration Expenses	9,479.28	9,339.68	139.60	74,840.89	112,076.00	-33.22
Total Fee Expenses	4,339.00	4,285.67	53.33	38,259.00	51,428.00	-25.61
Total Utilities Expenses	4,457.02	3,250.00	1,207.02	35,733.95	39,000.00	-8.37
Total Maintenance Expenses	15,757.86	18,374.45	-2,616.59	98,684.43	220,493.00	-55.24
Total Taxes & Insurance Expense	3,986.11	4,542.09	-555.98	34,806.39	54,505.00	-36.14
Total Financial Expenses	1,221.21	1,440.00	-218.79	11,710.24	17,280.00	-32.23
TOTAL ROUTINE OPERATING EXPENSE	<u>39,240.48</u>	<u>41,231.89</u>	<u>-1,991.41</u>	<u>294,034.90</u>	<u>494,782.00</u>	<u>-40.57</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>39,240.48</u>	<u>41,231.89</u>	<u>-1,991.41</u>	<u>294,034.90</u>	<u>494,782.00</u>	<u>-40.57</u>
NET REVENUE PROFIT/-LOSS	<u>4,512.34</u>	<u>806.77</u>	<u>3,705.57</u>	<u>73,246.63</u>	<u>9,682.00</u>	<u>656.52</u>
Total Depreciation Expense	9,873.00	8,333.33	1,539.67	88,857.00	100,000.00	-11.14
NET REVENUE w/Depreciation PROFIT/-LOSS	<u>-5,360.66</u>	<u>-7,526.56</u>	<u>2,165.90</u>	<u>-15,610.37</u>	<u>-90,318.00</u>	<u>-82.72</u>

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

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
PRAIRIELAND - OPERATING STATEMENT						
OPERATING INCOME						
Total Opetating Income	38,270.76	37,585.25	685.51	332,918.27	451,023.00	-26.19
TOTAL OPERATING INCOME	<u>38,270.76</u>	<u>37,585.25</u>	<u>685.51</u>	<u>332,918.27</u>	<u>451,023.00</u>	<u>-26.19</u>
OPERATING EXPENSE						
Total Administration Expenses	8,812.99	9,460.17	-647.18	74,138.63	113,522.00	-34.69
Total Fee Expenses	3,872.50	3,869.67	2.83	34,817.50	46,436.00	-25.02
Total Utilities Expenses	5,376.46	3,685.00	1,691.46	37,860.67	44,220.00	-14.38
Total Maintenance Expenses	8,951.14	16,071.34	-7,120.20	85,680.06	192,856.00	-55.57
Total Taxes & Insurance Expense	3,692.54	3,304.59	387.95	33,071.41	39,655.00	-16.60
Total Financial Expenses	1,221.21	1,500.00	-278.79	11,710.20	18,000.00	-34.94
TOTAL ROUTINE OPERATING EXPENSE	<u>31,926.84</u>	<u>37,890.77</u>	<u>-5,963.93</u>	<u>277,278.47</u>	<u>454,689.00</u>	<u>-39.02</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>31,926.84</u>	<u>36,075.94</u>	<u>-4,149.10</u>	<u>277,278.47</u>	<u>432,911.00</u>	<u>-35.95</u>
NET REVENUE PROFIT/-LOSS	<u>6,343.92</u>	<u>1,509.31</u>	<u>4,834.61</u>	<u>55,639.80</u>	<u>18,112.00</u>	<u>207.20</u>
Total Depreciation Expense	7,235.00	7,210.50	24.50	65,115.00	86,526.00	-24.75
NET REVENUE w/Depreciation PROFIT/-LOSS	<u>-891.08</u>	<u>-5,701.19</u>	<u>4,810.11</u>	<u>-9,475.20</u>	<u>-68,414.00</u>	<u>-86.15</u>

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

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	368,556.71	389,525.40	-20,968.69	3,335,371.12	4,674,305.00	-28.64
TOTAL OPERATING INCOME	<u>368,556.71</u>	<u>389,525.40</u>	<u>-20,968.69</u>	<u>3,335,371.12</u>	<u>4,674,305.00</u>	<u>-28.64</u>
OPERATING EXPENSE						
Total Administration Expenses	126,233.27	147,048.74	-20,815.47	1,236,503.36	1,764,585.00	-29.93
Total Tenant Service Expenses	1,517.24	966.66	550.58	9,643.64	11,600.00	-16.87
Total Utility Expenses	30,434.69	20,766.67	9,668.02	120,620.49	249,200.00	-51.60
Total Maintenance Expenses	269,277.41	184,917.98	84,359.43	1,671,000.39	2,219,016.00	-24.70
Total Protective Service Expenses	12,197.91	15,071.00	-2,873.09	121,502.77	180,852.00	-32.82
General Expenses	24,143.11	25,409.00	-1,265.89	250,918.25	304,908.00	-17.71
TOTAL ROUTINE OPERATING EXPENSES	<u>463,803.63</u>	<u>394,180.05</u>	<u>69,623.58</u>	<u>3,410,188.90</u>	<u>4,730,161.00</u>	<u>-27.91</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>463,803.63</u>	<u>394,180.05</u>	<u>69,623.58</u>	<u>3,410,188.90</u>	<u>4,730,161.00</u>	<u>-27.91</u>
NET REVENUE/EXPENSE PROFIT/-LOSS	<u>-95,246.92</u>	<u>-4,654.65</u>	<u>-90,592.27</u>	<u>-74,817.78</u>	<u>-55,856.00</u>	<u>33.95</u>
Total Depreciation Expense	36,645.50	46,000.00	-9,354.50	329,809.50	552,000.00	-40.25
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>-131,892.42</u>	<u>-50,654.65</u>	<u>-81,237.77</u>	<u>-404,627.28</u>	<u>-607,856.00</u>	<u>-33.43</u>

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

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	82,023.58	79,623.91	2,399.67	700,199.80	955,487.00	-26.72
TOTAL OPERATING INCOME	82,023.58	79,623.91	2,399.67	700,199.80	955,487.00	-26.72
OPERATING EXPENSE						
Total Administration Expenses	18,292.27	18,799.85	-507.58	148,979.52	225,598.00	-33.96
Total Fee Expenses	8,211.50	8,155.34	56.16	73,076.50	97,864.00	-25.33
Total Utilities Expenses	9,833.48	6,935.00	2,898.48	73,594.62	83,220.00	-11.57
Total Maintenance Expenses	24,709.00	34,445.79	-9,736.79	184,364.49	413,349.00	-55.40
Total Taxes & Insurance Expense	7,678.65	7,846.68	-168.03	67,877.80	94,160.00	-27.91
Total Financial Expenses	2,442.42	2,940.00	-497.58	23,420.44	35,280.00	-33.62
TOTAL ROUTINE OPERATING EXPENSE	71,167.32	79,122.66	-7,955.34	571,313.37	949,471.00	-39.83
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	71,167.32	77,307.83	-6,140.51	571,313.37	927,693.00	-38.42
NET REVENUE PROFIT/-LOSS	10,856.26	2,316.08	8,540.18	128,886.43	27,794.00	363.72
Total Depreciation Expense	17,108.00	15,543.83	1,564.17	153,972.00	186,526.00	-17.45
NET REVENUE w/Depreciation PROFIT/-LOSS	-6,251.74	-13,227.75	6,976.01	-25,085.57	-158,732.00	-84.20

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

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	9,900.83	14,174.37	-4,273.54	102,685.28
Employee W/H Payments	0.00	0.00	0.00	0.00
Fee Expenses	20,877.29	18,283.17	2,594.12	190,017.00
Administrative Expenses	7,000.07	1,551.95	5,448.12	18,370.11
Teneant Services	904.81	0.00	904.81	2,081.13
Utilities	20,677.21	14,192.90	6,484.31	87,212.40
Maint/Protective Serv - Supplies/Conts	54,910.69	43,224.39	11,686.30	408,691.56
Mileage	0.00	0.00	0.00	0.00
Insurance & General Expenses	9,024.50	7,541.09	1,483.41	96,388.54
Non-Routine Expense	0.00	0.00	0.00	0.00
TOTAL MOON TOWERS CLAIMS	123,295.40	98,967.87	24,327.53	905,446.02
AMP002 - FAMILY				
Salaries	11,753.18	13,483.10	-1,729.92	115,607.59
Employee W/H Payments	0.00	0.00	0.00	0.00
Fee Expenses	22,730.30	20,151.73	2,578.57	209,098.62
Administrative Expenses	6,908.86	3,480.98	3,427.88	21,730.44
Teneant Services	597.48	0.00	597.48	7,481.11
Utilities	3,802.40	3,039.18	763.22	12,497.14
Maint/Protective Serv - Supplies/Conts	130,121.20	54,352.67	75,768.53	579,939.59
Mileage	0.00	0.00	0.00	0.00
Insurance & General Expenses	8,351.98	9,880.53	-1,528.55	92,446.28
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	184,265.40	104,388.19	79,877.21	1,038,800.77
AMP003 - BLUEBELL				
Salaries	2,832.55	1,574.97	1,257.58	29,175.36
Employee W/H Payments	0.00	0.00	0.00	0.00
Fee Expenses	5,978.09	5,201.33	776.76	54,756.88
Administrative Expenses	2,280.17	1,299.02	981.15	8,155.10
Teneant Services	14.95	0.00	14.95	81.40
Utilities	5,022.98	3,392.36	1,630.62	17,366.74
Maint/Protective Serv - Supplies/Conts	19,492.35	9,439.45	10,052.90	89,201.16
Mileage	0.00	0.00	0.00	0.00
Insurance & General Expenses	3,297.17	3,017.80	279.37	30,858.29
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	38,918.26	23,924.93	14,993.33	229,594.93
COCC				
Salaries	122,449.51	182,415.37	-59,965.86	1,187,432.18
Employee W/H Payments	10,495.36	-9,165.67	19,661.03	-3,500.81
Fee Expenses	404.34	639.71	-235.37	2,906.61
Administrative Expenses	-11,101.64	6,745.10	-17,846.74	56,341.30
Teneant Services	0.00	273.50	-273.50	0.00
Utilities	932.10	674.31	257.79	3,544.21
Maint/Protective Serv - Supplies/Conts	1,289.30	348.16	941.14	4,844.48
Mileage	0.00	0.00	0.00	17.95
Insurance & General Expenses	3,469.46	3,232.65	236.81	31,225.14
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	127,938.43	185,163.13	-57,224.70	1,282,811.06
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	148,924.94	211,647.81	-62,722.87	1,458,748.98
Employee W/H Payments	10,495.36	-9,165.67	19,661.03	-3,500.81
Fee Expenses	49,990.02	44,275.94	5,714.08	456,812.57
Administrative Expenses	55,077.48	57,352.99	-2,275.51	561,376.06
Teneant Services	1,517.24	273.50	1,243.74	9,643.64
Utilities	31,688.34	21,298.75	10,389.59	126,910.82
Maint/Protective Serv - Supplies/Conts	209,599.03	107,364.67	102,234.36	1,086,727.23
Mileage	0.00	0.00	0.00	17.95
Insurance & General Expenses	24,143.11	23,672.07	471.04	250,918.25
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL LOW RENT CLAIMS	531,435.52	456,720.06	74,715.46	3,947,654.69

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

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	10,313.45	15,271.09	-4,957.64
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,644.00	4,284.00	1,360.00
Administrative Expenses	1,410.77	958.57	452.20
Utilities	4,457.02	3,296.94	1,160.08
Maintenance Supplies/Contracts	9,542.92	8,699.39	843.53
Security, Tax, & Insurance Expenses	4,868.11	4,308.94	559.17
Finacial Expenses	1,221.21	1,387.21	-166.00
TOTAL BRENTWOOD CLAIMS	37,457.48	38,206.14	-748.66
PRAIRIELAND			
Salaries	10,313.54	15,271.12	-4,957.58
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,057.50	3,867.50	1,190.00
Administrative Expenses	1,082.47	1,276.01	-193.54
Utilities	5,376.46	5,135.88	240.58
Maintenance Supplies/Contracts	2,820.13	2,271.42	548.71
Security, Taxes, & Insurance Expenses	4,490.53	3,898.76	591.77
Financial Expenses	1,221.21	1,387.21	-166.00
TOTAL PRAIRIELAND CLAIMS	30,361.84	33,107.90	-2,746.06
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	20,626.99	30,542.21	-9,915.22
Employee W/H Payments	0.00	0.00	0.00
Management Fees	10,701.50	8,151.50	2,550.00
Administrative Expenses	2,493.24	2,234.58	258.66
Utilities	9,833.48	8,432.82	1,400.66
Maintenance Supplies	12,363.05	10,970.81	1,392.24
Security, Tax, & Insurance Expenses	9,358.64	8,207.70	1,150.94
Financial Expenses	2,442.42	2,774.42	-332.00
TOTAL AHP CLAIMS	67,819.32	71,314.04	-3,494.72
HOUSING CHOICE VOUCHER - HCV			
Salaries	11,213.61	17,792.77	-6,579.16
Employee W/H Payments	0.00	0.00	0.00
Management Fees	6,524.50	4,625.00	1,899.50
Administrative Expenses	3,553.45	355.41	3,198.04
General Expense-Admin	881.93	566.18	315.75
Total HCV Expenses	22,173.49	23,339.36	-1,165.87
HAP Expenses	89,115.21	84,003.00	5,112.21
General Expenses	0.00	0.00	0.00
Total HAP Expenses	89,115.21	84,003.00	5,112.21
TOTAL HCV CLAIMS	111,288.70	107,342.36	3,946.34

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Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
December, 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	0.00	0.00	350,000.00
General CFP Activity	129,530.93	0.00	833,872.21	833,872.21
TOTAL CFG 2023 CLAIMS	129,530.93	0.00	833,872.21	1,183,872.21
CFG 2022 - \$1,467,361				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	155,439.70	5,432.25	643,575.49	1,172,369.98
TOTAL CFG 2022 CLAIMS	155,439.70	5,432.25	643,575.49	1,472,369.98
CFG 2021 - \$1,209,310				
Admin / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	0.00	141,178.27	0.00	909,310.00
TOTAL CFG 2021 CLAIMS	0.00	141,178.27	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	0.00	0.00	740,212.65
TOTAL CFG 2020 CLAIMS	0.00	0.00	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	284,970.63	146,610.52	1,477,447.70	5,989,638.84

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Knox County Housing Authority
CLAIMS REPORT TOTALS
December, 2024

Page: 1
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	Current Period	Last Year Same	Variance	Current Year
TOTALS				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	124,189.54	98,967.87	25,221.67	915,605.40
AMP002 - FAMILY	194,032.48	104,388.19	89,644.29	1,064,701.82
AMP003 - BLUEBELL	39,164.32	23,924.93	15,239.39	232,683.37
COCC	138,751.34	193,834.44	-55,083.10	1,354,592.74
TOTAL LOW RENT	496,137.68	421,115.43	75,022.25	3,567,583.33
<u>A.H.P.</u>				
BRENTWOOD	39,240.48	38,926.14	314.34	294,034.90
PRAIRIELAND	31,926.84	33,757.90	-1,831.06	277,278.47
TOTAL A.H.P.	71,167.32	72,684.04	-1,516.72	571,313.37
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	22,173.49	23,339.36	-1,165.87	171,987.11
TOTAL HCV	22,173.49	23,339.36	-1,165.87	171,987.11
<u>GRANTS</u>				
CAPITAL FUND GRANT 2024	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2023	129,530.93	0.00	129,530.93	833,872.21
CAPITAL FUND GRANT 2022	155,439.70	5,432.25	150,007.45	643,575.49
CAPITAL FUND GRANT 2021	0.00	141,178.27	-141,178.27	0.00
CAPITAL FUND GRANT 2020	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2019	0.00	0.00	0.00	0.00
TOTAL GRANTS	284,970.63	146,610.52	138,360.11	1,477,447.70
TOTAL CLAIMS FOR MONTH	874,449.12	663,749.35	210,699.77	5,788,331.51

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: 01/30/2025

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 02/04/2025

SUBJECT: Application for Payment #7 – 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.

There was little work completed this month as MSI is waiting on materials that were ordered after the approval of change order 3 at the last board meeting. MSI installed the remaining lights that they already had.

Alliance Architecture has reviewed and signed approval for Pay Request #7.

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 #7 from Mechanical Service Inc. in the amount of \$5,303.00 for the period to 01/13/2025.

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 7	Distribution to:
				CONTRACT DATE:	1/15/2025	☒ OWNER
				PERIOD TO:	1/13/2025	☒ 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	\$ 32,630.00
3. CONTRACT AMOUNT TO DATE (Line 1 +/- 2)	\$ 1,489,530.00
4. TOTAL COMPLETED AND STORED TO DATE	\$ 1,378,718.68
(Column G on Continuation Page)	
5. RETAINAGE:	
a. 10.00% of Completed Work	\$ 137,871.87
(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)	\$ 137,871.87
6. TOTAL EARNED LESS RETAINAGE	\$ 1,240,846.81
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS APPLICATIONS FOR PAYMENT	\$ 1,235,543.81
(Line 6 from prior Application)	
8. CURRENT PAYMENT DUE	\$ 5,303.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 248,683.19
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in Previous	\$ 10,424.00	\$ 10,424.00
Total approved this month	\$ 90,806.00	\$ 58,176.00
TOTALS	\$ 101,230.00	\$ 68,600.00
NET CHANGES by Change Order	\$ 32,630.00	\$ -

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: 1/15/2025
State of: ILLINOIS
County of: KNOX

Subscribed and sworn to before me this 15th day of JANUARY, 2025

Notary Public: Cynthia K. Marquith
My Commission Expires: 07-25-2027

OFFICIAL SEAL
CYNTHIA K. MARQUITH
NOTARY PUBLIC STATE OF ILLINOIS
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 \$5,303.00

(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: Rezk Henner Alliance Architecture Date: 1/16/25
By: 929 Lincolnway East, Suite 200
South Bend, Indiana 46601

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of this Certificate shall not 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: 01/30/2025

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 04/30/2024

SUBJECT: Review/Approve Contractor for Elevator Repairs & Upgrade Project

Executive Summary

The purpose of this Invitation to Bid (IFB) is to retain a contractor to complete an Elevator Repair and Upgrades Project for Blue Bell Tower and Moon Towers. Specifically, proposals were sought for a single, lump sum General Construction contract which shall include all work related to the following:

- Replacement of elevator piston at Blue Bell Tower;
- Replacement of cab interior wall panels and finish flooring at all elevators at Moon Towers; and
- Installation of security cameras at all elevator cabs at Blue Bell Tower and Moon Towers.

During the elevator modernization of the 504 Modifications – Phase 4 project, it was discovered that one of the elevator pistons was leaking. This has been monitored under our maintenance contracts with Otis (first year of warranty after installation) and then with Kone. If not replaced, the leaking could get worse over time and result in the elevator not functioning properly or result in elevator failure.

The Moon Towers elevators were replaced in 2008, and there have been no cab upgrades since that time. In addition to normal wear and tear, the cabs have been damaged by vandalism. The walls and floors will be replaced under this portion of the project.

The final portion of this project will be the addition of security cameras in each of the six elevator cars. This will be beneficial in several ways primarily by acting as a strong deterrent to crime and vandalism, allowing for monitoring real-time elevator activity and offering valuable evidence in cases of thefts, accidents or emergencies. Ultimately, the elevator cameras will enhance overall building security.

Outreach efforts for the Elevator Repair and Upgrades Project were as follows:

- 593 total vendors notified by the eProcurement System;
- 12 vendors viewed the online solicitation;

- KCHA website and Facebook pages;
- Alliance Architecture contacted contractors directly;
- Project Manual sent to plan houses;
- 5 contractors attended the pre-bid walk-through;
- 3 bids submitted by:
 - Valley Commercial Construction
 - KONE Elevators & Escalators

The deadline for bid submission was originally 01/17/2025, but the deadline was extended to 01/24/2025.

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

Fiscal Impact

These projects will be funded through the 2023 and 2024 Capital Fund grants.

Recommendation

It is the recommendation of the Executive Director that the Board follow the recommendation of Alliance Architecture and approve the selection of Valley Commercial Construction in the contract amount not to exceed \$305,000.00.



January 30, 2025

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

VIA E-MAIL

RE: ELEVATOR REPAIR AND UPGRADES
Bluebell Tower and Moon Tower
Knox County Housing Authority
Galesburg, Illinois

Dear Derek:

As you are aware, bids were received on January 24, 2025, for the referenced project in accordance with the attached Bid Tabulation.

Our review of the bids determined that both contained omissions which we consider to be minor; however, you may wish to consult your legal council before accepting either bid.

We recommend that the project be awarded to Valley Commercial Construction on the basis of their lowest submitted base bid and that no Alternates be accepted for a total contract amount of \$305,000.

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

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

Sincerely,

ALLIANCE ARCHITECTURE

A handwritten signature in blue ink, appearing to read "M. Burrell", with a long horizontal flourish extending to the right.

Mark A. Burrell

MAB/bf

Attachment

cc: Ms. Cheryl Lefler, via e-mail

BID TABULATION

PROJECT: ELEVATOR REPAIR AND UPGRADES
Bluebell Tower and Moon Tower
Knox County Housing Authority
Galesburg, Illinois

DATE/TIME: January 24, 2025
1:00 p.m. (Local Time)

BIDDERS	Valley Commercial Construction	KONE Elevators & Escalators
Total Bid on Proposal Form (including Allowance)	\$305,000	\$347,620 *
Alternate No. 1: Install 5WL stainless steel cab wall upper panels at Moon Towers elevators in lieu of the specified laminate cab wall upper panels.	Add \$ 29,900.00	Add \$ 9,349.00
Alternate No. 2: Delete cab walls and flooring replacement at all Moon Towers elevators.	Deduct \$ 76,500.00	Deduct \$ 64,230.00
Alternate No. 3: In lieu of replacement of elevator piston, remove and replace O-ring seal between cylindrical piston segments at leak location. Realign piston segments, test operation and adjust as required. See Work Scope Notes for periodic inspection reports and other requirements.	N/A (Can't be done)	Deduct \$ 34,180.00
Completion Time (in calendar days):	Base Bid 30 Alternate No. 1 0 Alternate No. 2 -10 Alternate No. 3 N/A	Base Bid 31 Alternate No. 1 0 Alternate No. 2 -4 Alternate No. 3 -2
Acknowledgment of Addenda:	Addendum No. 1 (1/10/25) Yes Addendum No. 2 (1/16/25) Yes	Yes Yes
Non-Collusive Affidavit	Yes	Yes
EEO/Affirmative Action Statement of Policy	Yes	No
Bid Bond / Bid Guarantee	Yes	Yes
Verified Surety is on Circular 570 List of Certified Companies	Yes	Yes
Certificate as to Corp. Principal (if bid submitted by Corp.)	Yes	Yes
MBE/WBE Clause Certification	Yes	Yes
MBE/WBE Clause Certification: Schedule of Intended Participation	Yes (N/A)	Yes
MBE/WBE Clause Certification: Certificate of Good Faith Efforts	Yes	Yes
Statement of Bidders Qualifications:	Yes	Yes
- Current Contracts on Hand	Yes	No ("Confidential")
- Company Personnel Resume	Yes	Yes
- Related Work Experience	Yes	Yes
- Written Evidence of Line of Credit	Yes	Yes
- Financial Statement	No	Yes

PROJECT: ELEVATOR REPAIR AND UPGRADES
 Bluebell Tower and Moon Tower
 Knox County Housing Authority
 Galesburg, Illinois

BIDDERS	Valley Commercial Construction	KONE Elevators & Escalators
Representations, Certifications, and Other Statements of Bidders HUD-5369-A	Yes	Yes
Non-Debarred Certification	Yes	Yes
Proposed Subcontractors and Suppliers	Yes	Yes
Section 3 Certification	Yes	No
Proposed Wage Rates for Unlisted Classifications	No	Yes (TBD)
Evidence of Active/Current Status under System for Award Management (SAM)	Yes (Exp. 1/9/26)	No
Remarks:		* Contractor utilized original Proposal For Construction as opposed to the revised version included with Addendum No. 1.

RESOLUTION 2025-01

2/4/2025

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2024.

Article I. Background

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

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

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

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

Article II. Recommendation

It is the recommendation of the Executive Director that the Board resolve the presented debts in the amount of \$14,605,69 effective for the period ending December 31, 2024.

[illegible]

RESOLUTION 2025-01

2/4/2025

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2024.

3rd Quarter Charge-offs – FYE 2025

Moon Towers		
<i>Debt Identifier</i>	<i>Notes</i>	<i>Debt Owed</i>
MT 013-8		\$12.75
MT 052-9		\$631.00
MT 069-8		\$2,578.00
MT 137-9		\$1,367.76
		\$4,589.51

Family Sites		
<i>Debt Identifier</i>	<i>Notes</i>	<i>Debt Owed</i>
FAM 252-13		\$2,085.25
FAM 384-15		\$345.07
FAM 206-20		\$882.45
FAM 348-21		\$1,357.11
FAM 341-31		\$378.00
FAM 394-12		\$3,632.55
FAM 328-26		\$66.25
FAM 290-21		\$1,117.50
		\$9,864.18

HCV		
<i>Debt Identifier</i>	<i>Notes</i>	<i>Debt Owed</i>
HCV		
		\$0.00

Brentwood & Prairieland		
<i>Debt Identifier</i>	<i>Notes</i>	<i>Debt Owed</i>
BW		
PL 52-6		\$152.00
		\$152.00

Total: \$14,605.69

RESOLUTION 2025-01

2/4/2025

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2024.

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The Board of Commissioners of the Knox County Housing Authority hereby approves the charge-off of uncollectible debt in the amount of \$14,605.69 for the period ending December 31, 2024.
3. The Executive Director or designate is hereby authorized to charge off uncollectible debt on behalf of the Knox County Housing Authority as provided in this Resolution.
4. This Resolution shall be effective in accordance with federal regulations and be effective as of December 31, 2024.

RESOLVED: February 4, 2025

Jared Hawkinson, Chairperson

Sara Robison, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)



BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 01/30/2025

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 02/04/2025

SUBJECT: Project-based Voucher Solicitation

Executive Summary

The Knox County Housing Authority has been approached by a development group in regards to building affordable housing in Knox County, Illinois (Galesburg, specifically). The development group intends to utilize grants from the Illinois Housing Development Authority (IHDA), and has requested a commitment of project-based vouchers to support the grant application.

IHDA grants of this nature are competitive, and scoring is based on the merit of the application. In this case, a partnership with the local housing authority's commitment to placing project-based vouchers in a percentage of the proposed units adds a higher scoring element to the application for funds.

Project-based vouchers (PBVs) are a component of a public housing agency's (PHA's) Housing Choice Voucher (HCV) program. PHAs are not allocated additional funding for PBV units; the PHA uses its tenant-based voucher funding to allocate project-based units to a project. Participation in the PBV program is voluntary. Not all PHAs operate a PBV program. A PHA can generally project-base up to 20 percent of its authorized voucher units, but in certain cases can project-base additional units that exceed this cap. A PHA can project-base existing units or units that will be rehabilitated or newly constructed in accordance with applicable requirements. A PHA may have an ownership interest in the units, but this is not a requirement.

When deciding to partner with developers on this sort of venture, PHAs are required by regulation to run a solicitation to ensure open and fair competition. The Department of Housing and Urban Development (HUD) permits the Qualifications Based Selection (QBS) method of procurement to select a development partner, in which a Request for Qualifications (RFQ) is published. Interested development partners would then complete a proposal and submit to the agency for review.

In considering this request, available funding is a central issue. Currently, the agency's allotment of voucher funding exceeds 100%, meaning the KCHA is spending more in monthly housing assistance payments (HAP) cost than is being disbursed to us by HUD. Thus, there is no funding available at the agency level to commit PBVs at

this time. We do, however, have the option to enter into an agreement to furnish vouchers of this nature in the event funding becomes available, with no obligation to the agency in the event funding does not become available.

The matter is brought for discussion at this meeting as it is time sensitive. The deadline for application in this round of funding is March 6, 2025. If the Board is inclined to pursue this, a solicitation would be crafted and published no later than 02/07/2025, with review and approval occurring at the March 4 regular meeting of the Board.

Fiscal Impact

No financial impact at this time. In the event funding becomes available in the future, the commitment would be for 15 PBVs with an average HAP expense of approximately \$450 per voucher, per month. The monthly cost would approximate to \$6,750, and the annual projected HAP cost would be \$81,000.

Recommendation

It is the recommendation of the Executive Director the Knox County Housing Authority pursue this venture through solicitation only at this time. Future commitment and action can be taken/decided upon review of proposals submitted.



EXECUTIVE DIRECTOR REPORT

January 2025

REGULAR MEETING
KCHA BOARD OF COMMISSIONERS
Tuesday, February 4, 2025
Moon Towers Conference Room
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	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Dec-24	0	0.0	\$ -	\$ -	\$ 1,250.00	0.00%	\$ (1,250.00)
Jan-25			\$ -	\$ -		0.00%	
Feb-25			\$ -	\$ -		0.00%	
Mar-25			\$ -	\$ -		0.00%	
FYE 2024	2	24.0	\$ 1,643.40	\$ 68.48	\$ 11,250.00	14.61%	\$ (9,606.60)

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							100.0%
Robison, Sara (VC)	1	1	1	1									66.7%
Riley, Joseph		1		1	1								50.0%
Carson, LaToya		1	1										33.3%
St. George, Dena	1			1		1							50.0%
Range, Joey	1	1	1		1								66.7%
Dena Simkins	1	1	1	1	1	1							100.0%
Antoine, Derek (ED)	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:	6	6	Meets Requirement
Average meeting attendance:	80.0	66.7%	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

2024 CFP Grant IL01P08550124

- Obligation End Date (OED): 02/16/2026
- Expenditure End Date (EED): 02/16/2028

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	\$ 1,207,030.00	\$ 1,207,030.00	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program		\$ 1,557,030.00	\$ 1,557,030.00	\$ 350,000.00	22.5%	\$ 350,000.00	22.5%

CFP Planned Work Items

CFP Planned Activity		Original	Current	Obligated	%	Expended	%
1480	MT Masonry/Structural	\$ 1,117,030.00	\$ 1,117,030.00	\$ -	0.0%	\$ -	0.0%
1480	A&E MT	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%	\$ -	0.0%
1480	A&E FAM	\$ 15,000.00	\$ 15,000.00	\$ -	0.0%	\$ -	0.0%
1480	A&E BB	\$ 25,000.00	\$ 25,000.00	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
		\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program		\$ 1,207,030.00	\$ 1,207,030.00	\$ -	0.0%	\$ -	0.0%

This grant will be used primarily for masonry and external structural rehabilitation and stabilization at Moon Towers.

CFP Grant IL01P08550124 is 22.5% obligated, and 22.5% expended. This grant must be obligated at 90% (executed contracts) by 02/16/2026, and fully expended by 02/16/2028.

EXECUTIVE SUMMARY

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	\$ 1,169,740.00	\$ 1,169,740.00	\$ 1,147,551.02	98.1%	\$ 907,272.83	77.6%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 1,519,740.00	\$ 1,519,740.00	\$ 1,497,551.02	98.5%	\$ 1,257,272.83	82.7%

CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 A&E MT	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	100.0%	\$ -	0.0%
1480 HVAC & Lighting	\$ 1,126,551.02	\$ 1,126,551.02	\$ 1,126,551.02	100.0%	\$ 907,272.83	80.5%
1480 Elevator Repair/Upgrade	\$ 22,188.98	\$ 22,188.98	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 1,169,740.00	\$ 1,169,740.00	\$ 1,147,551.02	98.1%	\$ 907,272.83	77.6%

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

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	\$ 1,172,370.00	\$ 1,172,370.00	\$ 1,172,370.00	100.0%	\$ 1,172,369.98	100.0%
	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Total Capital Fund Program	\$ 1,472,370.00	\$ 1,472,370.00	\$ 1,472,370.00	100.0%	\$ 1,472,369.98	100.0%

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%	\$ 90,713.24	90.7%
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 Lighting MT	\$ 206,744.14	\$ 206,744.14	\$ 206,744.14	100.0%	\$ -	0.0%
1480 Lighting FAM	\$ 233,680.36	\$ 233,680.36	\$ 233,680.36	100.0%	\$ 362,978.98	155.3%
1480 Lighting BB	\$ 109,044.50	\$ 109,044.50	\$ 109,044.50	100.0%	\$ -	0.0%
1480 CCP Drainage (1554)	\$ 72,600.00	\$ 72,600.00	\$ 72,600.00	100.0%	\$ -	0.0%
1480 HVAC Equipment	\$ 37,984.00	\$ 37,984.00	\$ 37,984.00	100.0%	\$ 72,600.00	191.1%
Total Capital Fund Program	\$ 1,172,370.00	\$ 1,172,370.00	\$ 1,172,370.00	100.0%	\$ 1,172,369.98	100.0%

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 100.0% 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

No report this period.

LEGISLATIVE/ADVOCACY

On January 27, 2025, the White House Office of Management and Budget (OMB) issued a memo (OMB Memorandum M-25-13) that would have temporarily paused billions of dollars in federal assistance. It was unclear whether any public housing, Section 8, or other federal housing assistance would have been affected under the memo. Questions about the legality of the freeze given that it involves funds that Congress has already appropriated under law. Per the memo, federal agencies “must temporarily pause all activities related to obligation or disbursement of all Federal financial assistance,” White House Office of Management and Budget acting director Matthew Vaeth wrote in the memorandum. The memo further states that departments and agencies must perform “a comprehensive analysis” to ensure their grant and loan programs are consistent with President Trump’s new executive orders. Agencies were given an opportunity to submit detailed lists of projects suspended under the new order by February 10, 2025. The memo specified that the pause will not affect Social Security or Medicare benefits, nor does it include “assistance provided directly to individuals.”

On Tuesday, January 28, a federal judge temporarily blocked the Trump administration’s freeze on federal grants and loans. The administrative stay lasted until Monday, January 30, 2025 to give further consideration the issue. On Wednesday, January 29, the OMB on Wednesday rescinded the memo. Although the memo outlining the funding pause was rescinded, the administration maintains that the freeze aligns with the broader agenda of executive actions, including efforts to dismantle diversity, equity, and inclusion initiatives.

On Monday, February 3, a U.S. District Judge extended a pause on the Trump administration’s plan to freeze federal loans, grants, and other financial assistance giving the administration’s lawyers until February 7 to file a status report apprising the court of compliance with the order. The judge ordered the administration to notify all federal agencies of the TRO and to release any disbursements that had been paused. The decision comes amid concerns that the administration is continuing to implement the freeze despite a temporary halt issued last week by her and a Rhode Island judge, following a legal challenge from a coalition of advocacy organizations.

To say the memo (subsequent legal action, and that it was ultimately rescinded) has created widespread confusion would be an understatement. The process lacked communication and clarification, and agencies were left scrambling on potential impacts to our industry. For example, the original memo stated the freeze was effective on 01/28 at 5:00 PM, however the system by which we drawdown funds – eLOCCS – was shutdown as of 10:00 AM that day.

Federal spending is operating on a continuing resolution until March 14, 2025. It is widely anticipated there will be funding cuts to all programs as the Executive Branch implements it’s fiscal initiatives. The

EXECUTIVE SUMMARY

Department of Housing and Urban Development (HUD) has previously advised to expect lower funding for the voucher program, and the executive actions already taken suggest cuts to the public housing operating and capital funds are probable. It is unknown whether another ban on federal grants will be issued, or a when spending bill for FFY 2025 will be finalized.

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%	97.4%	3	99.7%	4
Non-emergency WO - completion time	15.0%	3.00	3.92	3	3.03	3
Emergency WO - % abated < 24 hours	15.0%	100.0%	88.9%	1	98.0%	3
Emergency WO - % complete < 72 hours	15.0%	100.0%	88.9%	1	98.0%	3
Unit - average make-ready days	20.0%	10.00	14.00	2	7.74	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				2.20		3.35

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	99.8%	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	2.25	3	2.31	3
Adequacy of wait list (ratio)	10.0%	1.00	5.55	4	5.55	4
Income targeting - % ELI admissions	10.0%	40.0%	75.0%	4	82.8%	4
Annual recertifications	20.0%	100.0%	100.0%	4	100.0%	4
Total category score				3.90		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%	99.9%	4	11.4%	1
Tenant accounts receivable (TAR) %	15.0%	1.5%	5.6%	1	5.6%	1
Tenant collections %	10.0%	98.0%	123.2%	4	115.3%	4
Deposit collections %	5.0%	98.0%	92.7%	2	92.7%	2
Reserve position	15.0%	4.00	8.59	4	8.59	4
Total category score				2.35		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%	25.0%	1	70.3%	1
Tenant file review compliance	15.0%	100.0%	75.0%	1	100.9%	4
Pest control program effectiveness	10.0%	100.0%	100.0%	4	100.0%	4
Staff development - hiring and retention	10.0%	3.00	3.20	3	3.20	3
Staff development - training/development	10.0%	100.0%	432.0%	4	48.0%	1
Unit-turnaround time (total)	15.0%	12.00	16.00	2	10.52	4
Total category score				2.70		3.15

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	2.20	0.33	3.35	0.50
Occupancy	25.0%	4.00	3.90	0.98	3.90	0.98
Financial position	25.0%	4.00	2.35	0.59	2.70	0.68
PHAS	15.0%	4.00	3.75	0.56	3.75	0.56
Management operations	15.0%	4.00	2.70	0.41	3.15	0.47
Tenant engagement	5.0%	4.00	4.00	0.20	4.00	0.20
Total SCORECARD				3.06		3.39
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	2.15	4	3.35	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	13.50	2	11.16	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				3.30		3.35

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	99.1%	4	99.1%	4
Unit-months leased (UML) - %	25.0%	98.0%	100.0%	4	100.0%	4
Average leasing days	10.0%	5.00	1.00	4	2.48	3
Adequacy of wait list (ratio)	10.0%	1.00	1.78	4	1.78	4
Income targeting - % ELI admissions	10.0%	40.0%	75.0%	4	79.3%	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%	99.4%	3	94.7%	2
Expense - Actual to Budget %	10.0%	98.0%	165.5%	1	100.9%	2
Profit/loss	20.0%	1.00	0.61	1	0.96	3
30-day Notice efficiency	15.0%	98.0%	136.3%	4	28.1%	1
Tenant accounts receivable (TAR) %	15.0%	1.5%	13.7%	1	13.7%	1
Tenant collections %	10.0%	98.0%	146.5%	4	121.7%	4
Deposit collections %	5.0%	98.0%	98.6%	4	98.6%	4
Reserve position	15.0%	4.00	7.29	4	7.29	4
Total category score				2.55		2.50

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



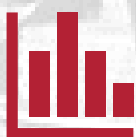
	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Appearance and marketing	10.0%	100.0%	100.0%	4	98.9%	4
50058/50059 submissions	10.0%	100.0%	100.0%	4	100.0%	4
Community service compliance	5.0%	100.0%	100.0%	4	100.0%	4
EIV compliance	15.0%	100.0%	123.8%	4	48.9%	1
Tenant file review compliance	15.0%	100.0%	94.1%	2	97.4%	3
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%	0.0%	1	68.0%	1
Unit-turnaround time (total)	15.0%	23.00	14.50	3	13.72	3
Total category score				3.25		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	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 property	15.0%	4.00	3.30	0.50	3.35	0.50
Occupancy	25.0%	4.00	4.00	1.00	3.90	0.98
Financial position	25.0%	4.00	2.55	0.64	2.50	0.63
PHAS	15.0%	4.00	3.75	0.56	3.75	0.56
Management operations	15.0%	4.00	3.25	0.49	2.95	0.44
Tenant engagement	5.0%	4.00	4.00	0.20	4.00	0.20
Total SCORECARD				3.38		3.31
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%	90.9%	2	98.8%	4
Non-emergency WO - completion time	15.0%	3.00	4.90	3	2.59	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%	0.0%	1	66.7%	1
Unit - average make-ready days	20.0%	10.00	0.00	4	8.00	4
Annual Inspections - complete %	10.0%	100.0%	84.6%	1	84.6%	1
Annual Inspections - repair %	10.0%	100.0%	0.0%	1	0.0%	1
Total category score				2.50		2.95

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	98.0%	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	2.00	4
Adequacy of wait list (ratio)	10.0%	1.00	4.25	4	4.25	4
Income targeting - % ELI admissions	10.0%	40.0%	0.0%	1	75.0%	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%	45.2%	1	0.0%	1
Tenant accounts receivable (TAR) %	15.0%	1.5%	1.9%	2	1.9%	2
Tenant collections %	10.0%	98.0%	107.4%	4	107.5%	4
Deposit collections %	5.0%	98.0%	93.1%	2	93.1%	2
Reserve position	15.0%	4.00	15.87	4	15.87	4
Total category score				2.95		2.95

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%	75.0%	1	109.0%	4
Pest control program effectiveness	10.0%	100.0%	100.0%	4	100.0%	4
Staff development - hiring and retention	10.0%	3.00	3.20	3	3.20	3
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	7.25	4
Total category score				3.15		3.15

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 prpoerty	15.0%	4.00	2.50	0.38	2.95	0.44
Occupancy	25.0%	4.00	3.70	0.93	4.00	1.00
Financial position	25.0%	4.00	2.95	0.74	2.95	0.74
PHAS	15.0%	4.00	4.00	0.60	4.00	0.60
Management operations	15.0%	4.00	3.15	0.47	3.15	0.47
Tenant engagement	5.0%	4.00	3.50	0.18	3.50	0.18
Total SCORECARD				3.29		3.43

DESIGNATION

STANDARD

STANDARD

PUBLIC HOUSING PROGRAM

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	207	30	15	1	0	0	221	270.64
DEC	221	15	29	2	0	1	204	265.08
TOTAL		305	390	23	0	33		

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	4	14
NOV	14	0	0	0	0	0	3	11
DEC	11	1	0	0	0	0	2	10
TOTAL		33	1	0	3	0	29	

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	202	\$ 84,496.00	\$ 88,315.00	95.68%	\$ 418.30	\$ 397.77
DEC	202	\$ 85,792.00	\$ 89,115.21	96.27%	\$ 424.71	\$ 400.02
TOTAL	2423	\$ 969,386.00	\$ 1,040,776.21	93.14%	\$ 400.08	

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	2	\$ 1,853.00	\$ 88,315.00	2.10%	\$ 926.50	\$ 1,064.99
DEC	1	\$ 1,255.21	\$ 89,115.21	1.41%	\$ 1,255.21	\$ 1,080.84
TOTAL	39	\$ 42,575.21	\$ 1,040,776.21	4.09%	\$ 1,091.67	

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	285	205	71.93%	\$ 945,628.00	\$ 901,186.00	\$ -	\$ 901,186.00	104.93%
DEC	285	203	71.23%	\$ 1,034,743.21	\$ 983,112.00	\$ -	\$ 983,112.00	105.25%

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%	100.0%	4	100.0%	4
	Non-emergency WO - completion time	15.0%	2.00	2.04	4	4.68	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				3.70		3.55

OCCUPANCY		VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
				ACTUAL	SCORE	ACTUAL	SCORE
	Unit-days leased (UDL) - %	25.0%	98.0%	100.0%	4	99.1%	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	4.58	4	4.58	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				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%	104.1%	4	97.1%	3
	Expense - Actual to Budget %	10.0%	98.0%	95.2%	4	79.2%	4
	Profit/loss	20.0%	1.00	1.11	4	1.25	4
	14-day Notice efficiency	15.0%	98.0%	100.0%	4	100.0%	4
	Tenant accounts receivable (TAR) %	15.0%	1.5%	0.5%	4	0.5%	4
	Tenant collections %	10.0%	98.0%	104.5%	4	97.8%	3
	Deposit collections %	5.0%	98.0%	100.0%	4	100.0%	4
	Reserve position	15.0%	4.00	9.71	4	9.71	4
	Total category score				4.00		3.80

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	23.71	4	23.71	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%	103.3%	4	103.3%	4
Staff development - hiring and retention	5.0%	3.00	3.58	4	3.58	4
Staff development - training/development	5.0%	100.0%	28.1%	1	47.9%	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%	87.4%	3	81.7%	3
Safety and security	50.0%	3.00	6	4	6	4
Total category score				3.50		3.50

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the prpoerty	15.0%	4.00	3.70	0.56	3.55	0.53
Occupancy	25.0%	4.00	4.00	1.00	4.00	1.00
Financial position	25.0%	4.00	4.00	1.00	3.80	0.95
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	3.50	0.18	3.50	0.18
Total SCORECARD				3.82		3.75
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%	92.0%	2	99.1%	4
Non-emergency WO - completion time	15.0%	3.00	2.09	4	6.04	2
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				3.40		3.40

OCCUPANCY



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Unit-days leased (UDL) - %	25.0%	98.0%	99.5%	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	0.00	4
Adequacy of wait list (ratio)	10.0%	1.00	13.82	4	13.82	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%	101.8%	4	98.4%	3
Expense - Actual to Budget %	10.0%	98.0%	84.3%	4	81.3%	4
Profit/loss	20.0%	1.00	1.20	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%	1.8%	2	1.8%	2
Tenant collections %	10.0%	98.0%	101.6%	4	98.2%	4
Deposit collections %	5.0%	98.0%	100.0%	4	100.0%	4
Reserve position	15.0%	4.00	-7.15	1	-7.15	1
Total category score				3.25		3.15

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	23.00	4	23.00	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	3.58	4	3.58	4
Staff development - training/development	5.0%	100.0%	28.1%	1	47.9%	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%	66.3%	2	90.9%	4
Safety and security	50.0%	3.00	6	4	6	4
Total category score				3.00		4.00

SCORECARD



	VALUE	GOAL	MONTH TO DATE		YEAR TO DATE	
			ACTUAL	SCORE	ACTUAL	SCORE
Maintenance of the prpoerty	15.0%	4.00	3.40	0.51	3.40	0.51
Occupancy	25.0%	4.00	4.00	1.00	4.00	1.00
Financial position	25.0%	4.00	3.25	0.81	3.15	0.79
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	3.00	0.15	4.00	0.20
Total SCORECARD				3.47		3.50
DESIGNATION			STANDARD		STANDARD	

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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December 31, 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:

Jasmine Casey (540 Iowa Ave.)	1 st Appr. - CD
Nyteesha Sims (1588 McKnight St.)	1 st Appr. - CT 02/13/25 CBRAP
Tosha Bornsen (505 Iowa Ct.)	1 st Appr. - CD
Patricia Hutchinson (1539 McKnight St.)	1 st Appr. - CD
Antoinette McClain (503 Iowa Ct.)	1 st Appr. - CD
Mary Oglesby (255 W. Tompkins St. #801)	1 st Appr. - CT 02/13/25
Biannca Johnson (1991 E. Knox St.)	1 st Appr. - CT 02/13/25
Michael Gebo (255 W. Tompkins St. #808)	1 st Appr. - CD
Arrion Louisville (300 E. Davis #31)	1 st Appr. - 02/13/25
Tierra Stigger (1596 McKnight St.)	1 st Appr. - CD
Shranda Harris (1552 McKnight St.)	1 st Appr. - CD

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.

Paelynn/Colton Miller (1591 McKnight St.)	1 st Appr. - CD
Nyteesha Sims (1588 McKnight St.)	1 st Appr. - CD
Kristy Akin (255 W. Tompkins St. #1006)	1 st Appr. - CD
Ineice Anderson (255 W. Tompkins St. #908)	1 st Appr. - CD 02/06/25 CBRAP
Crystal Finley (1537 McKnight St.)	1 st Appr. - CD
Labardae Ferguson (532 Michigan Ave.)	1 st Appr. - CD
Kinzie Hawkins (560 Iowa Ave.)	1 st Appr. - CD
Michaela Garrett (960 W. South St.)	1 st Appr. - CT 02/06/25
Raymond Baker (255 W. Tompkins St. #509)	1 st Appr. - CT 02/06/25
Shabrea Coleman (1548 McKnight St.)	1 st Appr. - CT 02/13/25 CBRAP
Ashley Borsen (1527 McKnight St.)	1 st Appr. - CD
Jayne Lashbrook (424 Iowa Ave.)	1 st Appr. - JUD
Nyesha Blakes (900 W. Dayton St. #C6)	1 st Appr. - CT 02/13/25 CBRAP
Nyteesha Sims (1588 McKnight St.)	1 st Appr. - CT 02/13/25 CBRAP
Ariell Spann (433 Iowa Ave.)	1 st Appr. - 01/30/25 STO
Ashley Vickers (563 Iowa Ave.)	1 st Appr. - 01/30/25 CD
Caylee Hannam (507 Iowa Ct.)	1 st Appr. - 02/06/25
Danishie Davis (300 E. Davis #24)	1 st Appr. - 02/06/25
Paige Yocum (476 Michigan Ave.)	1 st Appr. - 02/06/25
Trina Williams (300 E. Davis #32)	1 st Appr. - 02/13/25
Torrie Hillier (1599 McKnight St.)	1 st Appr. - 02/13/25
Brittney Pittenger (1083 W. Berrien St.)	1 st Appr. - 02/20/25

2. Review monthly board packet and attend monthly meeting.

Jack P. Ball, Esq.