

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Zoom Teleconference
1/26/2021
10:00 a.m.

Opening	Roll Call	Vice Chair Hawkinson
<input type="checkbox"/> Wayne Allen	Review/Approve Previous Meeting Minutes	Vice Chair Hawkinson
<input type="checkbox"/> Jared Hawkinson	Review/Ratify 12-2020 Financial Reports	Vice Chair Hawkinson
<input type="checkbox"/> Lomac Payton	Review/Ratify 12-2020 Claims and Bills	Vice Chair Hawkinson
<input type="checkbox"/> Joseph Riley	COCC:	\$ 86,511.17
<input type="checkbox"/> Sara Robison	Moon Towers:	\$ 74,235.57
<input type="checkbox"/> VACANT	Family:	\$ 81,037.80
<input type="checkbox"/> Paul H. Stewart	Bluebell:	\$ 18,013.35
<u>Excused:</u>	HCV:	\$ 92,688.97
Lomac Payton	Brentwood:	\$ 33,510.85
	Prairieland:	\$ 35,568.05
<u>Others Present:</u>	Capital Fund 2019:	\$ 8,800.00
LaToya Carson	Capital Fund 2020:	\$ 0.00

Old Business	None	
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New Business	Review/Approve Resolution 2021-01 Bad Debt Charge-Off for Period Ending 12/31/20	Derek Antoine
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Reports	Executive Director's Report – 12/2020	Derek Antoine
	KCHA Legal Counsel Report – 12/2020	Jack Ball

Other Business	Board Education Plan	Derek Antoine
	Resident Commissioner Discussion	Derek Antoine

Adjournment

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
January 4, 2021**

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

PRESENT: Wayne Allen
 Jared Hawkinson
 Joseph Riley
 Sara Robison

EXCUSED: Lomac Payton
 Paul H. Stewart

ABSENT:

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

This meeting was rescheduled from 12/29/2020 when a quorum was not present.

Vice-Chairperson Hawkinson called the meeting to order at 1:00 p.m.

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

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

Motion Carried, 4-0.

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

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

Motion Carried, 4-0.

November 2020 claims against the HA Administration in the sum of \$367,400.21; Central Office Cost Center in the sum of \$62,487.78; Moon Towers in the sum of \$67404.94; Family in the sum of \$65,886.62; Bluebell in the sum of \$26,247.60; Housing Choice Voucher Program in the sum of \$88,550.37; Brentwood (A.H.P.) in the sum of \$28,758.48; Prairieland (A.H.P.) in the sum of \$24,164.42; Capital Fund '19 in the sum of \$3,900.00 and Capital Fund '20 in the sum of \$0.00 were presented for approval. Commissioner Riley made a motion to ratify the claims and bills for November 2020; Commissioner Robison seconded. Roll call was taken as

follows:

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

Motion Carried, 4-0.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Antoine asked the Board to review and approve Application for Payment from Alliance Architects for 504 Modifications Project - Phase 3. Mr. Antoine reported that Phase 3 of this project included modifications throughout the agency's public housing common areas, elevator modernization at Bluebell Tower and interior and site modifications to 10 two-bedroom units at the Family Sites. This payment request reflects the completion of the architect's design development phase as well as nearly all of the contract documents phase. After brief discussion, Commissioner Robison made a motion to approve Application for Payment from Alliance Architects for 504 Modifications Project - Phase 3 in the amount of \$28,350.00; Commissioner Allen seconded. Roll call was taken as follows:

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

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2020-13 Adoption of Agency Policy Revisions. Mr. Antoine reported that the agency's ACOP and HCV Administrative Plan were updated to include remote/virtual options. The agency's EIV policy was also updated. After brief discussion, Commissioner Allen made a motion to approve Resolution 2020-13 Adoption of Agency Policy Revisions; Commissioner Riley seconded. Roll call was taken as follows:

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

Motion Carried, 4-0.

Mr. Antoine asked the Board to review and approve Resolution 2020-14 Adoption of the Agency Annual PHA Plan Submission. Mr. Antoine reported that the annual plan is submitted each year and that the five-year plan was submitted last year. The entire plan submission was included in the board packet. After brief discussion, Commissioner Allen made a motion to approve Resolution 2020-14 Adoption of the Agency Annual PHA Plan Submission; Commissioner Robison seconded. Roll call was taken as follows:

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

Motion Carried, 4-0.

REPORTS

Mr. Antoine referred the Board to the Executive Director's report that was included in the Board packet. He highlighted the following: an update on Commissioner training will be provided at the January 2021 meeting; PIH Notice 2020-33 has been extended to 06/30/2021; eviction moratorium update and its impact and agency operations update related to COVID-19.

The Legal Counsel report was emailed prior to the meeting. Mr. Ball provided an update on current cases and related case management. He reported that there are currently four continued cases of which one is related to a safety issue. The State of Illinois moratorium on evictions has been extended to 01/09/2021.

OTHER BUSINESS

Given the resignation of Paula Sanford at the previous meeting, Mr. Antoine stated that the Board needed to find a new Resident Commissioner. He suggested that Latoya Carson, a participant in the Housing Choice Voucher Program, be invited to the next meeting to see if there was mutual interest for her to become a board member.

ADJOURNMENT

Commissioner Allen made a motion to adjourn the meeting at 1:35 p.m.; Commissioner Riley seconded. Roll call was taken as follows:

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

Motion Carried, 4-0.

Respectfully submitted,

Secretary

COCC

	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$54,554.81	\$499,924.98
Operating Expenses	\$86,696.66	\$567,942.86
Net Revenue Income/(Loss)	(\$32,141.85)	(\$68,017.88)

Discussion:

Revenue increased/(decreased) by the following for the month: **(\$32,141.85)**

\$54,515.29 of COCC's income comes from these monthly fee revenues: management fees, bookkeeping fees, and asset management fees.

There were 3 payrolls processed in December, purchased 10 laptops for staff to use for working at home, and paid 2021 ahrma insurance renewal.

Operated in the red for the month and for the year.

COCC's Cash, Investments, A/R, & A/P \$1,271,760.98

MOON TOWERS

	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$75,052.56	\$674,750.35
Operating Expenses	\$74,180.77	\$636,188.71
Net Revenue Income/(Loss)	\$871.79	\$38,561.64

Discussion:

Revenue increased/(decreased) by the following for the month: **\$871.79**

Moon Towers received \$41,647 from HUD for operations provided by HUD. The remaining income is from tenant revenue, interest, and income from other Amps.

The three payrolls and renewal of the ahrma insurance policy.

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

Moon Towers' Cash, Investments, A/R, & A/P \$500,693.65

Minimum Reserve Position \$282,750.54

Over/(Under) minimum reserve position \$217,943.11

FAMILY SITES

	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$101,072.84	\$930,684.24
Operating Expenses	\$81,435.27	\$800,563.34
Net Revenue Income/(Loss)	\$19,637.57	\$130,120.90

Discussion:

Revenue increased/(decreased) by the following for the month: **\$19,637.57**

Family received \$86,097 from HUD for operations provided by HUD. The remaining income is from tenant revenue, interest, and income from other Amps.

The three payrolls and renewal of the ahrma insurance policy.

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

Family's Cash, Investments, A/R, & A/P \$466,822.75

Minimum Reserve Position \$355,805.93

Over/(Under) minimum reserve position \$111,016.82

BLUEBELL

	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$19,828.09	\$185,819.25
Operating Expenses	\$18,013.35	\$176,771.63
Net Revenue Income/(Loss)	\$1,814.74	\$9,047.62

Discussion:

Revenue increased/(decreased) by the following for the month: **\$1,814.74**

Bluebell received \$6,295 from HUD for operations provided by HUD. The remaining income is from tenant revenue, interest, and income from other Amps.

The three payrolls and renewal of the ahrma insurance policy.

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

Bluebell's Cash, Investments, A/R, & A/P \$170,606.67

Minimum Reserve Position \$78,565.17

Over/(Under) minimum reserve position \$92,041.50

BRENTWOOD

	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$33,910.54	\$297,282.55
Operating Expenses	\$33,515.85	\$242,137.76
Net Revenue Income/(Loss)	\$394.69	\$55,144.79

Discussion:

Revenue increased/(decreased) by the following for the month: **\$394.69**

Brentwood's tenant revenue totaled \$30,870 for the month, and the rest of the revenue coming from interest income and other income.

Three payrolls plus added new position split between Brentwood and Prairieland, and ahrma insurance renewal.

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

Brentwood's Cash, Investments, A/R, & A/P **\$125,873.61**

PRAIRIELAND

	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$28,253.34	\$257,749.79
Operating Expenses	\$35,569.05	\$240,008.22
Net Revenue Income/(Loss)	(\$7,315.71)	\$17,741.57

Discussion:

Revenue increased/(decreased) by the following for the month: **(\$7,315.71)**

Prairieland's tenant revenue totaled \$27,978 for the month, and the rest of the revenue coming from interest income and other income.

Three payrolls plus added new position split between Brentwood and Prairieland, and ahrma insurance renewal.

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

Prairieland's Cash, Investments, A/R, & A/P	\$101,271.94
<i>Restricted - Security Deposits</i>	<i>(\$192.00)</i>
<i>Restricted - Replacement Reserve</i>	<i>(\$164,666.40)</i>
<i>Restricted - Residual Receipts</i>	<i>(\$54,526.10)</i>
PL's Total Cash	(\$118,112.56)

These are held out to cover Prairieland Security Deposits.

These funds are held in the Replacement Reserve Savings Account.

These funds are held in the Residual Receipts Savings Account.

HOUSING CHOICE VOUCHERS

ADMINISTRATIVE	<u>December-20</u>	<u>Current YTD</u>
Operating Income	\$9,197.50	\$138,193.32
Operating Expenses	\$15,008.27	\$143,412.44
Net Revenue Income/(Loss)	(\$5,810.77)	(\$5,219.12)

Discussion:

The Voucher Program (HCV) received \$9,192 from HUD for administrative expenses which ended up showing a decrease of \$2,842.83.

Deficit covered by the UNP.

Unrestricted Net Position (UNP)	\$78,893.48	<i>11/30/2020 Balance</i>
Investment in Fixed Assets	<i>\$0.00</i>	
Monthly VMS Net Revenue Income/(Loss)	<i>(\$5,789.77)</i>	
	<i>\$0.00</i>	<i>Transfer to NRP or Adjustment</i>
UNP Ending Balance Per VMS	\$73,103.71	For Admin Expenses and HAP (if needed)

HAP	<u>Dec-20</u>	<u>Current YTD</u>
Operating Income	\$76,958.00	\$660,209.00
Operating Expenses	\$77,680.70	\$682,822.51
Net Revenue Income/(Loss)	(\$722.70)	(\$22,613.51)

Discussion:

The Voucher Program (HCV) received \$68,146 from HUD for HAP expenses which the program overspent by \$8,214.00 for the month.

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

Net Restricted Position (NRP)	\$22,046.00	<i>11/30/2020 Balance</i>
	<i>\$0.00</i>	<i>Transfer from UNP or Adjustment</i>
Monthly VMS Net Revenue - Income/(Loss)	<i>(\$787.00)</i>	
NRP Ending Balance for HAP Per VMS	\$21,259.00	For HAP Expenses (Only)

Tenant Online Payments

Property Sites	Month	FYE 2021
AMPS - Moon, Family, Bluebell	\$ 4,690.00	\$ 24,034.99
AHP - Brentwood & Prairieland	\$ 8,853.00	\$ 50,649.50
Housing Choice Voucher	\$ -	\$ 1,066.00
Total PHA	\$ 13,543.00	\$ 75,750.49

IDROP Bad Debt Collection

Property Sites	Month	FYE 2021
AMPS - Moon, Family, Bluebell	\$ 184.47	\$ 16,499.85
AHP - Brentwood & Prairieland	\$ -	\$ 7,603.20
Housing Choice Voucher	\$ -	\$ 1,922.00
Total PHA	\$ 184.47	\$ 26,025.05

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
pum	15.00	15.00	0.00	135.00	135.00	180.00	0.00
FEE REVENUE							
Management Fees							
10-1-000-000-3810.000 Management Fee Inc	-44,413.29	-43,345.00	-1,068.29	-390,105.00	-389,170.05	-520,140.00	-25.18
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-3810.000 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	-19,833.00	0.00	
Total Management Fees	-44,413.29	-43,345.00	-1,068.29	-390,105.00	-409,003.05	-520,140.00	-21.37
Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	-4,240.00	-4,240.00	0.00	-38,160.00	-38,160.00	-50,880.00	-25.00
Total Asset Management Fees	-4,240.00	-4,240.00	0.00	-38,160.00	-38,160.00	-50,880.00	-25.00
Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,862.00	-5,672.00	-190.00	-51,048.00	-51,559.50	-68,064.00	-24.25
Total Book Keeping Fees	-5,862.00	-5,672.00	-190.00	-51,048.00	-51,559.50	-68,064.00	-24.25
Other Fees							
10-1-000-000-3840.000 Other Fee Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Fees	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL FEE REVENUE	-54,515.29	-53,257.00	-1,258.29	-479,313.00	-498,722.55	-639,084.00	-21.96
OTHER REVENUE							
Other Grants & Investment Income							
10-1-000-000-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3610.000 Interest Income	-39.52	-909.67	870.15	-8,187.03	-876.83	-10,916.00	-91.97
10-1-000-000-3610.010 Interest - Restricted	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Grants & Investment Income	-39.52	-909.67	870.15	-8,187.03	-876.83	-10,916.00	-91.97
Other Revenue							
10-1-000-000-3690.000 Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3690.010 Other Income-Training	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.000 Inspection(s) Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3850.005 Income from Amps	0.00	0.00	0.00	0.00	-325.60	0.00	
10-1-000-000-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	0.00	0.00	0.00	-325.60	0.00	
TOTAL OTHER REVENUE	-39.52	-909.67	870.15	-8,187.03	-1,202.43	-10,916.00	-88.98
TOTAL REVENUE	-54,554.81	-54,166.67	-388.14	-487,500.03	-499,924.98	-650,000.00	-23.09
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries							
10-1-000-000-4110.000 Admin Salaries	51,508.17	30,437.50	21,070.67	273,937.50	320,995.85	365,250.00	-12.12
10-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4110.200 Admin - Other Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	14,664.09	0.00	
Total Administrative Salaries	51,508.17	30,437.50	21,070.67	273,937.50	335,659.94	365,250.00	-8.10
Administrative Benefits							
10-1-000-000-4110.500 Emp Benefit - Admin	14,785.15	10,250.00	4,535.15	92,250.00	103,345.68	123,000.00	-15.98
10-1-000-000-4110.550 Benefit - Life Ins.	445.52	0.00	445.52	0.00	3,605.96	0.00	
10-1-020-000-4110.500 Admin Benefit-Cares Act	0.00	0.00	0.00	0.00	431.46	0.00	
Total Administrative Benefits	15,230.67	10,250.00	4,980.67	92,250.00	107,383.10	123,000.00	-12.70

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Fee Expenses							
10-1-000-000-4171.000 Audit Fee	0.00	229.17	-229.17	2,062.53	0.00	2,750.00	-100.00
Total Fee Expenses	0.00	229.17	-229.17	2,062.53	0.00	2,750.00	-100.00
Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	62.50	-62.50	562.50	41.48	750.00	-94.47
Total Advertising & Marketing	0.00	62.50	-62.50	562.50	41.48	750.00	-94.47
Office Expense							
10-1-000-000-4140.000 Training - Staff	129.00	1,666.67	-1,537.67	15,000.03	2,647.00	20,000.00	-86.77
10-1-000-000-4180.000 Telephone	728.05	416.67	311.38	3,750.03	4,651.35	5,000.00	-6.97
10-1-000-000-4190.000 Other Sundry	0.00	137.50	-137.50	1,237.50	1,280.72	1,650.00	-22.38
10-1-000-000-4190.100 Postage	607.15	125.00	482.15	1,125.00	1,212.80	1,500.00	-19.15
10-1-000-000-4190.200 Office Supplies	98.64	125.00	-26.36	1,125.00	735.17	1,500.00	-50.99
10-1-000-000-4190.300 Paper Supplies	95.39	83.33	12.06	749.97	666.83	1,000.00	-33.32
10-1-000-000-4190.400 Printing/printers	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
10-1-000-000-4190.401 Printing Supplies	0.00	166.67	-166.67	1,500.03	440.85	2,000.00	-77.96
10-1-000-000-4190.500 Printer/Copier Supp-Cont	185.98	208.33	-22.35	1,874.97	1,487.84	2,500.00	-40.49
10-1-000-000-4190.550 Computers	1,074.00	583.33	490.67	5,249.97	22,103.61	7,000.00	215.77
10-1-000-000-4190.600 Publications	225.95	41.67	184.28	375.03	451.90	500.00	-9.62
10-1-000-000-4190.700 Member Dues/Fees	0.00	833.33	-833.33	7,499.97	2,824.00	10,000.00	-71.76
10-1-000-000-4190.800 Internet Services	156.85	250.00	-93.15	2,250.00	1,510.74	3,000.00	-49.64
10-1-000-000-4190.850 IT Support	52.50	416.67	-364.17	3,750.03	6,587.35	5,000.00	31.75
10-1-020-000-4190.200 Office Supply-Cares Act	0.00	0.00	0.00	0.00	179.39	0.00	
10-1-020-000-4190.550 Computers - Cares Act	9,186.50	0.00	9,186.50	0.00	9,186.50	0.00	
Total Office Expense	12,540.01	5,070.84	7,469.17	45,637.56	55,966.05	60,850.00	-8.03
Legal Expense							
10-1-000-000-4130.000 Legal Expense	1,600.00	833.33	766.67	7,499.97	7,200.00	10,000.00	-28.00
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	1,600.00	833.33	766.67	7,499.97	7,200.00	10,000.00	-28.00
Travel Expense							
10-1-000-000-4150.000 Travel - Staff	0.00	333.33	-333.33	2,999.97	1,250.63	4,000.00	-68.73
10-1-000-000-4150.010 Travel - Commissioners	0.00	416.67	-416.67	3,750.03	0.00	5,000.00	-100.00
10-1-000-000-4150.100 Mileage - Admin	0.00	8.33	-8.33	74.97	0.00	100.00	-100.00
Total Travel Expense	0.00	758.33	-758.33	6,824.97	1,250.63	9,100.00	-86.26
Other Expense							
10-1-000-000-4140.010 Training-Commissioners	0.00	833.33	-833.33	7,499.97	-2,100.00	10,000.00	-121.00
10-1-000-000-4160.000 Consulting Services	3,905.00	1,250.00	2,655.00	11,250.00	11,661.00	15,000.00	-22.26
10-1-000-000-4160.500 Translating/Interp Serv.	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4190.950 Background Verification	10.97	20.83	-9.86	187.47	32.37	250.00	-87.05
Total Other Expense	3,915.97	2,129.16	1,786.81	19,162.44	9,593.37	25,550.00	-62.45
TOTAL OPERATING EXPENSE - Admin	84,794.82	49,770.83	35,023.99	447,937.47	517,094.57	597,250.00	-13.42
UTILITIES EXPENSE							
Utilities Expense							
10-1-000-000-4310.000 Water	18.41	25.00	-6.59	225.00	159.78	300.00	-46.74
10-1-000-000-4315.000 Sewer	6.99	12.50	-5.51	112.50	70.88	150.00	-52.75
10-1-000-000-4320.000 Electric	185.00	229.17	-44.17	2,062.53	1,719.09	2,750.00	-37.49
10-1-000-000-4330.000 Gas	161.78	200.00	-38.22	1,800.00	928.74	2,400.00	-61.30
10-1-000-000-4340.000 Fuel	0.00	0.00	0.00	0.00	0.00	0.00	
Total Utilities Expense	372.18	466.67	-94.49	4,200.03	2,878.49	5,600.00	-48.60

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2020

	<u>Monthly Amt</u>	<u>Monthly Budget</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>Current YTD</u>	<u>Budget</u>	<u>Variance %</u>
TOTAL UTILITIES EXPENSE	372.18	466.67	-94.49	4,200.03	2,878.49	5,600.00	-48.60
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-000-4410.200 Maint Labor-Other Amp	0.00	0.00	0.00	0.00	209.64	0.00	
Total Maintenance - Labor & OT	0.00	0.00	0.00	0.00	209.64	0.00	
Benefit Contributions - Maintenance							
10-1-000-000-4410.500 Maint Emp Benefit	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
Total Benefit Contributions - Maint.	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
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	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4420.050 Landscape/Grounds Sup	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4420.060 Maint - Supplies-BB	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4420.070 Electrical Supplies	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4420.080 COCC-Elect supp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.100 Janitorial Supplies	0.00	25.00	-25.00	225.00	114.51	300.00	-61.83
10-1-000-000-4420.110 Routine Maint. Supplies	0.00	25.00	-25.00	225.00	37.49	300.00	-87.50
10-1-000-000-4420.120 Other Misc Supply	0.00	8.33	-8.33	74.97	0.00	100.00	-100.00
10-1-000-000-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4420.126 Vehicle Supplies	0.00	25.00	-25.00	225.00	187.94	300.00	-37.35
10-1-020-000-4420.000 Maint Supply-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Materials/Supplies	0.00	166.65	-166.65	1,499.85	339.94	2,000.00	-83.00
Maintenance - Contracts							
10-1-000-000-4430.000 Maint-Contracts-Gen	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.010 Garbage & Trash Cont	0.00	29.17	-29.17	262.53	91.50	350.00	-73.86
10-1-000-000-4430.020 Heating&Cooling Cont	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-000-000-4430.030 Snow Removal Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.070 Electrical Contract	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
10-1-000-000-4430.080 Plumbing Contracts	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4430.090 Extermination Cont	0.00	33.33	-33.33	299.97	263.22	400.00	-34.20
10-1-000-000-4430.100 Janitorial Contracts	0.00	8.33	-8.33	74.97	0.00	100.00	-100.00
10-1-000-000-4430.110 Routine Maint Cont	0.00	20.83	-20.83	187.47	329.50	250.00	31.80
10-1-000-000-4430.120 Other Misc Maint Cont	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-000-4430.126 Vehicle Maint Cont	0.00	20.83	-20.83	187.47	28,185.00	250.00	11,174.00
10-1-000-000-4430.200 Copiers	0.00	12.50	-12.50	112.50	0.00	150.00	-100.00
10-1-000-000-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-4430.000 Maint Contract-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	0.00	291.65	-291.65	2,624.85	28,869.22	3,500.00	724.83
TOTAL MAINTENANCE EXPENSES	0.00	483.30	-483.30	4,349.70	29,418.80	5,800.00	407.22
<u>PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-000-4480.000 Protect Service	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4480.500 Security Contract	0.00	0.00	0.00	0.00	225.00	0.00	
10-1-020-000-4480.000 Protective Serv-Cares Act	0.00	0.00	0.00	0.00	4,559.06	0.00	
Total Protective Services - Contract	0.00	0.00	0.00	0.00	4,784.06	0.00	
TOTAL PROTECTIVE SERVICES EXPENSEE	0.00	0.00	0.00	0.00	4,784.06	0.00	

Date:
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Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expense							
10-1-000-000-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4510.010 Property Insurance	82.92	85.42	-2.50	768.78	746.28	1,025.00	-27.19
10-1-000-000-4510.015 Equipment Insurance	10.40	10.83	-0.43	97.47	93.60	130.00	-28.00
10-1-000-000-4510.020 Liability Insurance	35.82	37.50	-1.68	337.50	322.38	450.00	-28.36
10-1-000-000-4510.025 PE & PO Insurance	278.50	283.33	-4.83	2,549.97	2,506.50	3,400.00	-26.28
10-1-000-000-4510.030 Work Comp Insurance	1,080.09	1,093.75	-13.66	9,843.75	9,720.81	13,125.00	-25.94
10-1-000-000-4510.035 Auto Insurance	41.93	43.33	-1.40	389.97	377.37	520.00	-27.43
10-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expense	1,529.66	1,554.16	-24.50	13,987.44	13,766.94	18,650.00	-26.18
TOTAL INSURANCE PREMIUMS EXPENSE	1,529.66	1,554.16	-24.50	13,987.44	13,766.94	18,650.00	-26.18
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	86,696.66	52,274.96	34,421.70	470,474.64	567,942.86	627,300.00	-9.46
NET REVENUE/EXPENSE (GAIN/-LOSS)	32,141.85	-1,891.71	34,033.56	-17,025.39	68,017.88	-22,700.00	-399.64

MISCELLANEOUS EXPENSE
Extraordinary & Casualty Expense

Date:
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Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-000-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-000-4800.000 Depreciation Exp COCC	45.00	50.00	-5.00	450.00	405.00	600.00	-32.50
Total Depreciation Expense	45.00	50.00	-5.00	450.00	405.00	600.00	-32.50
TOTAL MISCELLANEOUS EXPENSES	45.00	50.00	-5.00	450.00	405.00	600.00	-32.50
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers In/Out							
10-1-000-000-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-7010.000 Prov Oper Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	
EXCESS REVENUE/EXPENSE GAIN/-LOSS	32,186.85	-1,841.71	34,028.56	-16,575.39	68,422.88	-22,100.00	-409.61

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
pum	177.00	177.00	0.00	1,593.00	1,593.00	2,124.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	-32,411.00	-32,916.67	505.67	-296,250.03	-281,997.00	-395,000.00	-28.61
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-32,411.00	-32,916.67	505.67	-296,250.03	-281,997.00	-395,000.00	-28.61
Tenant Revenue - Other							
10-1-000-001-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3190.100 Beauty Shop Rent	0.00	-150.00	150.00	-1,350.00	0.00	-1,800.00	-100.00
10-1-000-001-3690.000 Other Income	-290.00	0.00	-290.00	0.00	-719.49	0.00	
10-1-000-001-3690.100 Late Fees	0.00	-250.00	250.00	-2,250.00	25.00	-3,000.00	-100.83
10-1-000-001-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.140 Returned Check Charge	0.00	-4.17	4.17	-37.53	0.00	-50.00	-100.00
10-1-000-001-3690.150 Laundry Income	0.00	-916.67	916.67	-8,250.03	-10,209.50	-11,000.00	-7.19
10-1-000-001-3690.160 Vending Machine Inc	-162.53	-133.33	-29.20	-1,199.97	-1,085.33	-1,600.00	-32.17
10-1-000-001-3690.180 Labor	-464.00	-416.67	-47.33	-3,750.03	-2,503.25	-5,000.00	-49.94
10-1-000-001-3690.200 Materials	-55.75	-83.33	27.58	-749.97	-159.25	-1,000.00	-84.08
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.500 Resid.Council Activ	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-972.28	-1,954.17	981.89	-17,587.53	-14,651.82	-23,450.00	-37.52
TOTAL TENANT REVENUE	-33,383.28	-34,870.84	1,487.56	-313,837.56	-296,648.82	-418,450.00	-29.11
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-41,647.00	-29,961.42	-11,685.58	-269,652.78	-315,062.00	-359,537.00	-12.37
10-1-000-001-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-001-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	-59,812.53	0.00	
Total HUD PH Operating Subsidy	-41,647.00	-29,961.42	-11,685.58	-269,652.78	-374,874.53	-359,537.00	4.27
Other Grants & Investment Income							
10-1-000-001-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3610.000 Interest Income	-22.28	-416.67	394.39	-3,750.03	-607.52	-5,000.00	-87.85
Total Other Grants & Investment Income	-22.28	-416.67	394.39	-3,750.03	-607.52	-5,000.00	-87.85
Other Revenue							
10-1-000-001-3850.005 Income from Amps	0.00	-541.67	541.67	-4,875.03	-2,619.48	-6,500.00	-59.70
10-1-000-001-3850.010 Garbage & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.020 Heat & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.050 Landscape & Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.070 Electrical Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.080 Plumbing Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.110 Routine Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.120 Other Mis Cont Inc.	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	-541.67	541.67	-4,875.03	-2,619.48	-6,500.00	-59.70
TOTAL OTHER REVENUE	-41,669.28	-30,919.76	-10,749.52	-278,277.84	-378,101.53	-371,037.00	1.90
TOTAL REVENUE	-75,052.56	-65,790.60	-9,261.96	-592,115.40	-674,750.35	-789,487.00	-14.53

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Travel Expense	0.00	83.33	-83.33	749.97	443.82	1,000.00	-55.62
Other Expense							
10-1-000-001-4140.010 Training-Commissioners	0.00	0.00	0.00	0.00	-1,575.00	0.00	
10-1-000-001-4160.000 Consulting Services	0.00	58.33	-58.33	524.97	0.00	700.00	-100.00
10-1-000-001-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.000 Other Sundry	0.00	0.00	0.00	0.00	1,872.00	0.00	
10-1-000-001-4190.950 Background Verification	54.85	62.50	-7.65	562.50	270.20	750.00	-63.97
Total Other Expense	54.85	120.83	-65.98	1,087.47	567.20	1,450.00	-60.88
TOTAL ADMINISTRATIVE EXPENSE	28,909.12	25,909.99	2,999.13	233,189.91	246,021.73	310,920.00	-20.87
TENANT SERVICES							
Tenant Services - Salaries & Benefits							
10-1-000-001-4210.000 Ten Services-Salary	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4210.500 Emp Benefit-TenSer	0.00	0.00	0.00	0.00	0.00	0.00	
Total Ten. Ser. - Salaries & Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
Tenant Services - Other							
10-1-000-001-4220.000 Ten Ser-Incentives	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.050 Ten Ser-Cable/TV Exp	76.94	0.00	76.94	0.00	615.52	0.00	
10-1-000-001-4220.100 Ten Ser-Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.110 Ten Ser-Recreation	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
10-1-000-001-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.130 Ten Ser-Phone	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.140 Ten Ser-Transportation	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.155 National Night Out	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.160 TenSer-Printing&Postage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.161 Ten Serv-advertizing	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.171 Summer Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.172 Summer Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.175 Garden Program Expense	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
10-1-000-001-4220.181 Winter Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.182 Winter Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.192 GED Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.200 Emergency Shelter	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.174 Summer Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.184 Winter Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4230.194 GED Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4590.100 Cable TV Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Services - Other	76.94	41.67	35.27	375.03	615.52	500.00	23.10
TOTAL TENANT SERVICES EXPENSE	76.94	41.67	35.27	375.03	615.52	500.00	23.10
MAINTENANCE & OPERATIONS EXPENSE							
Maintenance - Labor & OT							
10-1-000-001-4410.000 Maint - Labor	16,824.28	11,393.75	5,430.53	102,543.75	105,658.03	136,725.00	-22.72
10-1-000-001-4410.100 Maint Labor - OT	264.84	266.67	-1.83	2,400.03	2,444.40	3,200.00	-23.61
10-1-000-001-4410.200 Maint Labor-Other Amp	0.00	0.00	0.00	0.00	317.60	0.00	
10-1-020-001-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	4,664.00	0.00	
Total Maintenance - Labor & OT	17,089.12	11,660.42	5,428.70	104,943.78	113,084.03	139,925.00	-19.18
Benefit Contributions - Maintenance							
10-1-000-001-4410.500 Maint Emp Benefit	5,370.18	4,254.17	1,116.01	38,287.53	38,419.72	51,050.00	-24.74

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4410.501 Maint Wellness Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-001-4410.500 Maint Benefit-Cares Act	0.00	0.00	0.00	0.00	356.81	0.00	
Total Benefit Contributions - Maint.	5,370.18	4,254.17	1,116.01	38,287.53	38,776.53	51,050.00	-24.04
Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
10-1-000-001-4420.020 Heating&Cooling Supp	7.60	333.33	-325.73	2,999.97	6,377.42	4,000.00	59.44
10-1-000-001-4420.030 Snow Removal Supplies	109.90	25.00	84.90	225.00	109.90	300.00	-63.37
10-1-000-001-4420.031 Gas for Snow Removal	0.00	4.17	-4.17	37.53	0.00	50.00	-100.00
10-1-000-001-4420.050 Landscape/Grounds Sup	0.00	62.50	-62.50	562.50	581.49	750.00	-22.47
10-1-000-001-4420.051 Gasoline for Mowing	17.05	33.33	-16.28	299.97	215.87	400.00	-46.03
10-1-000-001-4420.070 Electrical Supplies	52.50	166.67	-114.17	1,500.03	479.97	2,000.00	-76.00
10-1-000-001-4420.080 Plumbing Supplies	257.21	166.67	90.54	1,500.03	925.29	2,000.00	-53.74
10-1-000-001-4420.090 Extermination Supplies	0.00	125.00	-125.00	1,125.00	1,108.73	1,500.00	-26.08
10-1-000-001-4420.100 Janitorial Supplies	157.28	375.00	-217.72	3,375.00	4,080.90	4,500.00	-9.31
10-1-000-001-4420.110 Routine Maint. Supplies	1,255.60	1,000.00	255.60	9,000.00	6,782.68	12,000.00	-43.48
10-1-000-001-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.125 Mileage	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
10-1-000-001-4420.126 Vehicle Supplies	83.04	29.17	53.87	262.53	2,115.90	350.00	504.54
10-1-000-001-4420.130 Securty Supplies	-54.80	291.67	-346.47	2,625.03	-54.80	3,500.00	-101.57
10-1-020-001-4420.000 Maint Supply-Cares Act	380.51	0.00	380.51	0.00	2,023.42	0.00	
Total Maintenance - Materials/Supplies	2,265.89	2,695.85	-429.96	24,262.65	24,746.77	32,350.00	-23.50
Maintenance - Contracts							
10-1-000-001-4430.010 Garbage & Trash Con	404.20	416.67	-12.47	3,750.03	3,344.84	5,000.00	-33.10
10-1-000-001-4430.020 Heating & Cooling Cont	91.50	0.00	91.50	0.00	4,631.09	0.00	
10-1-000-001-4430.030 Snow Removal Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.040 Elevator Maint Cont	300.00	1,166.67	-866.67	10,500.03	13,911.92	14,000.00	-0.63
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	66.67	-66.67	600.03	3,210.49	800.00	301.31
10-1-000-001-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.070 Electrical Contracts	0.00	16.67	-16.67	150.03	1,477.50	200.00	638.75
10-1-000-001-4430.080 Plumbing Contracts	0.00	375.00	-375.00	3,375.00	1,018.53	4,500.00	-77.37
10-1-000-001-4430.090 Extermination Contracts	1,400.00	1,000.00	400.00	9,000.00	11,459.02	12,000.00	-4.51
10-1-000-001-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.110 Routine Mainten Cont	54.11	541.67	-487.56	4,875.03	6,395.07	6,500.00	-1.61
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	125.00	-125.00	1,125.00	0.00	1,500.00	-100.00
10-1-000-001-4430.121 Laundry Equip Contract	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	41.67	-41.67	375.03	36,212.00	500.00	7,142.40
Total Maintenance - Contracts	2,249.81	3,833.35	-1,583.54	34,500.15	81,660.46	46,000.00	77.52
TOTAL MAINTENANCE EXPENSES	26,975.00	22,443.79	4,531.21	201,994.11	258,267.79	269,325.00	-4.11
UTILITIES EXPENSE							
Utilities Expense							
10-1-000-001-4310.000 Water	1,481.85	1,000.00	481.85	9,000.00	10,838.28	12,000.00	-9.68
10-1-000-001-4315.000 Sewer	2,387.52	1,166.67	1,220.85	10,500.03	17,870.44	14,000.00	27.65
10-1-000-001-4320.000 Electric	1,358.59	2,000.00	-641.41	18,000.00	12,998.53	24,000.00	-45.84
10-1-000-001-4330.000 Gas	3,882.73	3,750.00	132.73	33,750.00	19,599.92	45,000.00	-56.44
10-1-000-001-4330.010 Refuse	0.00	0.00	0.00	0.00	0.00	0.00	
Total Utilities Expense	9,110.69	7,916.67	1,194.02	71,250.03	61,307.17	95,000.00	-35.47
TOTAL UTILITIES EXPENSE	9,110.69	7,916.67	1,194.02	71,250.03	61,307.17	95,000.00	-35.47
TOTAL PROTECTIVE SERVICES EXPENSE							
Protective Services - Contract							

Date:

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Depreciation Expense							
10-1-000-001-4800.000 Depreciation Exp MT	14,500.00	29,300.00	-14,800.00	263,700.00	130,500.00	351,600.00	-62.88
Total Depreciation Expense	14,500.00	29,300.00	-14,800.00	263,700.00	130,500.00	351,600.00	-62.88
TOTAL MISCELLANEOUS EXPENSES	14,500.00	29,300.00	-14,800.00	263,700.00	130,500.00	351,600.00	-62.88
TOTAL EXPENSES	13,628.21	26,218.11	-12,589.90	235,962.99	91,938.36	314,617.00	-70.78
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
10-1-000-001-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
Operating Transfers In/Out							
10-1-000-001-7010.000 Prov Oper Reserve	0.00	-26,218.08	26,218.08	-235,962.72	0.00	-314,617.00	-100.00
10-1-000-001-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	-26,218.08	26,218.08	-235,962.72	0.00	-314,617.00	-100.00
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-26,218.08	26,218.08	-235,962.72	0.00	-314,617.00	-100.00
EXCESS (REVENUE)/EXPENSE	13,628.21	0.03	13,628.18	0.27	91,938.36	0.00	

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
pum	196.00	190.00	0.00	1,710.00	1,764.00	2,280.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	-13,786.00	-15,000.00	1,214.00	-135,000.00	-134,340.50	-180,000.00	-25.37
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-13,786.00	-15,000.00	1,214.00	-135,000.00	-134,340.50	-180,000.00	-25.37
Tenant Revenue - Other							
10-1-000-002-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3190.000 Nondwell Rent	0.00	-25.00	25.00	-225.00	-50.50	-300.00	-83.17
10-1-000-002-3690.000 Other Income	-149.73	0.00	-149.73	0.00	-2,318.68	0.00	
10-1-000-002-3690.100 Late Fees	0.00	-583.33	583.33	-5,249.97	0.00	-7,000.00	-100.00
10-1-000-002-3690.120 Violation Fees	-10.00	-583.33	573.33	-5,249.97	-1,160.00	-7,000.00	-83.43
10-1-000-002-3690.130 Court Cost Fees	0.00	-18.75	18.75	-168.75	0.00	-225.00	-100.00
10-1-000-002-3690.140 Returned Check Charge	0.00	-6.25	6.25	-56.25	0.00	-75.00	-100.00
10-1-000-002-3690.180 Labor	-716.00	-1,166.67	450.67	-10,500.03	-8,826.63	-14,000.00	-36.95
10-1-000-002-3690.200 Materials	-169.20	-833.33	664.13	-7,499.97	-3,239.45	-10,000.00	-67.61
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-1,044.93	-3,216.66	2,171.73	-28,949.94	-15,595.26	-38,600.00	-59.60
TOTAL TENANT REVENUE	-14,830.93	-18,216.66	3,385.73	-163,949.94	-149,935.76	-218,600.00	-31.41
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-86,097.00	-57,658.50	-28,438.50	-518,926.50	-663,483.00	-691,902.00	-4.11
10-1-020-002-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	-114,938.03	0.00	
Total HUD PH Operating Subsidy	-86,097.00	-57,658.50	-28,438.50	-518,926.50	-778,421.03	-691,902.00	12.50
Other Grants & Investment Income							
10-1-000-002-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3610.000 Interest Income	-19.91	0.00	-19.91	0.00	-456.85	0.00	
Total Other Grants & Investment Income	-19.91	0.00	-19.91	0.00	-456.85	0.00	
Other Revenue							
10-1-000-002-3195.000 Day Care Income	-125.00	-125.00	0.00	-1,125.00	-1,125.00	-1,500.00	-25.00
10-1-000-002-3850.005 Income from Amps	0.00	0.00	0.00	0.00	-745.60	0.00	
10-1-000-002-3850.010 Garbage & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.020 Heating & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.040 Elevator Main Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.050 Landscape&Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.070 Electrical Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.110 Routine Main Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-125.00	-125.00	0.00	-1,125.00	-1,870.60	-1,500.00	24.71
TOTAL OTHER REVENUE	-86,241.91	-57,783.50	-28,458.41	-520,051.50	-780,748.48	-693,402.00	12.60
TOTAL REVENUE	-101,072.84	-76,000.16	-25,072.68	-684,001.44	-930,684.24	-912,002.00	2.05

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-002-4110.000 Admin Salaries	8,667.00	8,654.17	12.83	77,887.53	63,948.75	103,850.00	-38.42
10-1-000-002-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4110.200 Admin - Other Amps	0.00	625.00	-625.00	5,625.00	0.00	7,500.00	-100.00
10-1-020-002-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	2,115.00	0.00	
Total Administrative Salaries & Benefits	8,667.00	9,279.17	-612.17	83,512.53	66,063.75	111,350.00	-40.67
Benefit Contributions - Administrative							
10-1-000-002-4110.500 Emp Benefit - Admin	3,017.18	4,764.58	-1,747.40	42,881.22	27,873.24	57,175.00	-51.25
10-1-000-002-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-4110.500 Admin Benefit-Cares Act	0.00	0.00	0.00	0.00	161.79	0.00	
Total Benefit Contributions - Admin	3,017.18	4,764.58	-1,747.40	42,881.22	28,035.03	57,175.00	-50.97
Fee Expenses							
10-1-000-002-4120.100 Management Fee Exp	14,730.42	13,888.00	842.42	124,992.00	128,851.77	166,656.00	-22.68
10-1-000-002-4120.200 Asset Mgt Fee Exp	1,960.00	1,900.00	60.00	17,100.00	17,640.00	22,800.00	-22.63
10-1-000-002-4120.300 Bookkeeping Fee Exp	1,455.00	1,425.00	30.00	12,825.00	12,997.50	17,100.00	-23.99
10-1-000-002-4120.400 Fee for Service Exp	3.00	0.00	3.00	0.00	18.00	0.00	
10-1-000-002-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-4120.100 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	12,739.00	0.00	
Total Fee Expenses	18,148.42	17,213.00	935.42	154,917.00	172,246.27	206,556.00	-16.61
Advertising & Marketing							
10-1-000-002-4190.650 Advertising	0.00	0.00	0.00	0.00	0.00	0.00	
Total Advertising & Marketing	0.00	0.00	0.00	0.00	0.00	0.00	
Office Expense							
10-1-000-002-4140.000 Training - Staff	129.00	291.67	-162.67	2,625.03	2,229.00	3,500.00	-36.31
10-1-000-002-4180.000 Telephone	397.47	341.67	55.80	3,075.03	1,884.89	4,100.00	-54.03
10-1-000-002-4190.100 Postage	142.65	187.50	-44.85	1,687.50	1,454.55	2,250.00	-35.35
10-1-000-002-4190.200 Office Supplies	679.96	54.17	625.79	487.53	1,031.82	650.00	58.74
10-1-000-002-4190.300 Paper Supplies	0.00	100.00	-100.00	900.00	378.45	1,200.00	-68.46
10-1-000-002-4190.400 Printing/printers	0.00	100.00	-100.00	900.00	0.00	1,200.00	-100.00
10-1-000-002-4190.401 Printing Supplies	0.00	79.17	-79.17	712.53	605.75	950.00	-36.24
10-1-000-002-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.550 Computers	0.00	0.00	0.00	0.00	2,909.00	0.00	
10-1-000-002-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.700 Member Dues/Fees	0.00	83.33	-83.33	749.97	514.64	1,000.00	-48.54
10-1-000-002-4190.800 Internet Services	442.88	375.00	67.88	3,375.00	3,796.69	4,500.00	-15.63
10-1-000-002-4190.850 IT Support	0.00	76.67	-76.67	690.03	392.00	920.00	-57.39
Total Office Expense	1,791.96	1,689.18	102.78	15,202.62	15,196.79	20,270.00	-25.03
Legal Expense							
10-1-000-002-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Travel Expense							
10-1-000-002-4150.000 Travel - Staff	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-000-002-4150.010 Travel - Commissioners	0.00	33.33	-33.33	299.97	0.00	400.00	-100.00

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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-002-4150.100 Mileage - Admin	0.00	66.67	-66.67	600.03	0.00	800.00	-100.00
Total Travel Expense	0.00	183.33	-183.33	1,649.97	0.00	2,200.00	-100.00
Other Expense							
10-1-000-002-4140.010 Training-Commissioners	0.00	0.00	0.00	0.00	-2,100.00	0.00	
10-1-000-002-4160.000 Consulting Services	0.00	66.67	-66.67	600.03	0.00	800.00	-100.00
10-1-000-002-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4190.000 Other Sundry	0.00	0.00	0.00	0.00	2,857.21	0.00	
10-1-000-002-4190.950 Background Verification	0.00	66.67	-66.67	600.03	86.95	800.00	-89.13
Total Other Expense	0.00	133.34	-133.34	1,200.06	844.16	1,600.00	-47.24
TOTAL OPERATING EXPENSE - Admin	31,624.56	33,262.60	-1,638.04	299,363.40	282,386.00	399,151.00	-29.25
TENANT SERVICES							
Tenant Services - Salaries & Benefits							
10-1-000-002-4210.000 Ten Services-Salary	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4210.500 Emp Benefit-TenSer	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4215.000 T.S. - Part Time Pay	0.00	566.67	-566.67	5,100.03	0.00	6,800.00	-100.00
10-1-000-002-4215.500 T.S. - Part Time Benefits	0.00	65.00	-65.00	585.00	0.00	780.00	-100.00
Total Ten. Ser. - Salaries & Benefits	0.00	631.67	-631.67	5,685.03	0.00	7,580.00	-100.00
Tenant Services - Other							
10-1-000-002-4220.000 Ten Ser-Incentives	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.100 Ten Ser-Supplies	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-000-002-4220.110 Ten Ser-Recreation	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
10-1-000-002-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.125 Ten Ser-Other	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.130 Ten Ser-Phone	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.140 Ten Ser-Transportation	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.150 Ten Ser-Boat Regatta	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.155 National Night Out	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.156 Bike Repair	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.160 TenSer-Printing&Postage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.161 Ten Serv-advertizing	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.170 After School Prog Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.171 Summer Prog-Functions	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.172 Summer Prog-Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.173 T.S - Fingerprinting	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.175 Garden Program Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.181 Winter Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.182 Winter Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.192 GED Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4220.200 Emergency Shelter	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4230.174 Summer Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4230.184 Winter Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4230.194 GED Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4230.195 GED Testing	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Services - Other	0.00	108.33	-108.33	974.97	0.00	1,300.00	-100.00

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2020

	<u>Monthly Amt</u>	<u>Monthly Budget</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>Current YTD</u>	<u>Budget</u>	<u>Variance %</u>
TOTAL TENANT SERVICES EXPENSE	0.00	740.00	-740.00	6,660.00	0.00	8,880.00	-100.00
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-002-4410.000 Maint - Labor	27,015.24	23,916.67	3,098.57	215,250.03	196,504.43	287,000.00	-31.53
10-1-000-002-4410.100 Maint Labor - OT	486.78	583.33	-96.55	5,249.97	2,240.50	7,000.00	-67.99
10-1-000-002-4410.200 Maint Labor-Other Amp	0.00	0.00	0.00	0.00	428.00	0.00	
10-1-000-002-4410.300 Maint Labor - Seasonal	0.00	400.00	-400.00	3,600.00	1,846.40	4,800.00	-61.53
10-1-020-002-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	6,517.50	0.00	
Total Maintenance - Labor & OT	27,502.02	24,900.00	2,602.02	224,100.00	207,536.83	298,800.00	-30.54
Benefit Contributions - Maintenance							
10-1-000-002-4410.500 Emp Benefit - Maint	8,322.46	10,045.83	-1,723.37	90,412.47	69,883.33	120,550.00	-42.03
10-1-000-002-4410.501 Maint Wellness Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4410.503 Emp Benefit - Seasonal	0.00	54.17	-54.17	487.53	581.83	650.00	-10.49
10-1-020-002-4410.500 Maint Benefit-Cares Act	0.00	0.00	0.00	0.00	498.58	0.00	
Total Benefit Contributions - Maint.	8,322.46	10,100.00	-1,777.54	90,900.00	70,963.74	121,200.00	-41.45
Maintenance - Materials/Supplies							
10-1-000-002-4330.010 Refuse	20.22	33.33	-13.11	299.97	193.82	400.00	-51.55
10-1-000-002-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.020 Heating&Cooling Supp	480.77	0.00	480.77	0.00	2,367.90	0.00	
10-1-000-002-4420.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.031 Gas for Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.040 Roofing Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.050 Landscape/Grounds Sup	0.00	83.33	-83.33	749.97	2,164.62	1,000.00	116.46
10-1-000-002-4420.051 Gasoline for mowing	20.47	62.50	-42.03	562.50	373.22	750.00	-50.24
10-1-000-002-4420.070 Electrical Supplies	0.00	166.67	-166.67	1,500.03	1,750.06	2,000.00	-12.50
10-1-000-002-4420.080 Plumbing Supplies	141.88	208.33	-66.45	1,874.97	3,466.15	2,500.00	38.65
10-1-000-002-4420.090 Extermination Supplies	0.00	33.33	-33.33	299.97	590.81	400.00	47.70
10-1-000-002-4420.100 Janitorial Supplies	361.63	83.33	278.30	749.97	2,229.24	1,000.00	122.92
10-1-000-002-4420.110 Routine Maint. Supplies	21.29	1,083.33	-1,062.04	9,749.97	10,709.29	13,000.00	-17.62
10-1-000-002-4420.120 Other Misc. Supplies	0.00	6.67	-6.67	60.03	2.33	80.00	-97.09
10-1-000-002-4420.125 Mileage	0.00	12.50	-12.50	112.50	0.00	150.00	-100.00
10-1-000-002-4420.126 Vehicle Supplies	543.44	283.33	260.11	2,549.97	4,484.79	3,400.00	31.91
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-4420.000 Maint Supply-Cares Act	713.63	0.00	713.63	0.00	1,907.75	0.00	
Total Maintenance - Materials/Supplies	2,303.33	2,056.65	246.68	18,509.85	30,239.98	24,680.00	22.53
Maintenance - Contracts							
10-1-000-002-4430.010 Garbage&Trash Cont	70.00	158.33	-88.33	1,424.97	931.01	1,900.00	-51.00
10-1-000-002-4430.020 Heating&Cooling Cont	0.00	20.83	-20.83	187.47	5,014.73	250.00	1,905.89
10-1-000-002-4430.030 Snow Removal Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.050 Landscape & Grds Cont	0.00	458.33	-458.33	4,124.97	20.00	5,500.00	-99.64
10-1-000-002-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.070 Electrical Contracts	0.00	50.00	-50.00	450.00	0.00	600.00	-100.00
10-1-000-002-4430.080 Plumbing Contracts	1,394.84	125.00	1,269.84	1,125.00	13,930.68	1,500.00	828.71
10-1-000-002-4430.090 Extermination Contracts	0.00	500.00	-500.00	4,500.00	4,709.40	6,000.00	-21.51
10-1-000-002-4430.100 Reg Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.110 Routine Maint Contr	0.00	233.33	-233.33	2,099.97	9,937.70	2,800.00	254.92
10-1-000-002-4430.120 Other Misc Cont Cost	0.00	0.00	0.00	0.00	4,168.60	0.00	
10-1-000-002-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	85,193.07	0.00	
10-1-000-002-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	1,464.84	1,545.82	-80.98	13,912.38	123,905.19	18,550.00	567.95

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2020

	<u>Monthly Amt</u>	<u>Monthly Budget</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>Current YTD</u>	<u>Budget</u>	<u>Variance %</u>
TOTAL MAINTENANCE EXPENSES	39,592.65	38,602.47	990.18	347,422.23	432,645.74	463,230.00	-6.60
<u>UTILITIES EXPENSE</u>							
Utilities Expense							
10-1-000-002-4310.000 Water	88.12	75.83	12.29	682.47	604.19	910.00	-33.61
10-1-000-002-4315.000 Sewer	56.97	16.67	40.30	150.03	357.59	200.00	78.80
10-1-000-002-4320.000 Electric	536.27	916.67	-380.40	8,250.03	8,267.13	11,000.00	-24.84
10-1-000-002-4330.000 Gas	242.54	666.67	-424.13	6,000.03	4,172.37	8,000.00	-47.85
Total Utilities Expense	923.90	1,675.84	-751.94	15,082.56	13,401.28	20,110.00	-33.36
TOTAL UTILITIES EXPENSE	923.90	1,675.84	-751.94	15,082.56	13,401.28	20,110.00	-33.36
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	0.00	108.33	-108.33	974.97	873.76	1,300.00	-32.79
10-1-000-002-4480.100 ADT Contract	488.07	91.67	396.40	825.03	1,464.21	1,100.00	33.11
10-1-000-002-4480.500 Security Contract	0.00	258.33	-258.33	2,324.97	9,831.00	3,100.00	217.13
Total Protective Services - Contract	488.07	458.33	29.74	4,124.97	12,168.97	5,500.00	121.25
TOTAL PROTECTIVE SERVICES EXPENSE	488.07	458.33	29.74	4,124.97	12,168.97	5,500.00	121.25
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-002-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4510.010 Property Ins	2,819.31	2,760.42	58.89	24,843.78	25,373.79	33,125.00	-23.40
10-1-000-002-4510.015 Equipment Insurance	135.54	129.17	6.37	1,162.53	1,219.86	1,550.00	-21.30
10-1-000-002-4510.020 Liability Ins	467.03	445.83	21.20	4,012.47	4,203.27	5,350.00	-21.43
10-1-000-002-4510.025 PE & PO Insurance	397.76	395.83	1.93	3,562.47	3,579.84	4,750.00	-24.63
10-1-000-002-4510.030 Work Comp Insurance	1,209.90	1,275.00	-65.10	11,475.00	10,889.10	15,300.00	-28.83
10-1-000-002-4510.035 Auto Insurance	209.63	318.75	-109.12	2,868.75	1,886.67	3,825.00	-50.68
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	5,239.17	5,325.00	-85.83	47,925.00	47,152.53	63,900.00	-26.21
TOTAL INSURANCE PREMIUMS EXPENSE	5,239.17	5,325.00	-85.83	47,925.00	47,152.53	63,900.00	-26.21
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-002-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-002-4520.000 Pay in lieu of Tax	1,284.19	1,992.58	-708.39	17,933.22	12,074.54	23,911.00	-49.50
Total Payment In Lieu Of Taxes - PILOT	1,284.19	1,992.58	-708.39	17,933.22	12,074.54	23,911.00	-49.50
Bad Debt Write-Offs - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	2,282.73	0.00	2,282.73	0.00	734.28	0.00	
Total Bad Debt Write-Offs - Tenant Rents	2,282.73	0.00	2,282.73	0.00	734.28	0.00	
TOTAL OTHER GENERAL EXPENSES	3,566.92	1,992.58	1,574.34	17,933.22	12,808.82	23,911.00	-46.43

INTEREST EXP & AMORTIZATION COST

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	81,435.27	82,056.82	-621.55	738,511.38	800,563.34	984,682.00	-18.70
NET (REVENUE)/EXPENSE	-19,637.57	6,056.66	-25,694.23	54,509.94	-130,120.90	72,680.00	-279.03
<u>MISCELLANEOUS EXPENSE</u>							
Extraordinary Expense							
10-1-000-002-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Casualty Losses - Non-capitalized							
10-1-000-002-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4620.040 Insur Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-002-4800.000 Depreciation Exp Fam	29,000.00	35,500.00	-6,500.00	319,500.00	261,000.00	426,000.00	-38.73
Total Depreciation Expense	29,000.00	35,500.00	-6,500.00	319,500.00	261,000.00	426,000.00	-38.73
TOTAL MISCELLANEOUS EXPENSES	29,000.00	35,500.00	-6,500.00	319,500.00	261,000.00	426,000.00	-38.73
TOTAL EXPENSES	9,362.43	41,556.66	-32,194.23	374,009.94	130,879.10	498,680.00	-73.75
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
10-1-000-002-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
Operating Transfers In/Out							
10-1-000-002-7010.000 Prov Oper Reserve	0.00	-40,931.67	40,931.67	-368,385.03	0.00	-491,180.00	-100.00
10-1-000-002-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	-40,931.67	40,931.67	-368,385.03	0.00	-491,180.00	-100.00
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-40,931.67	40,931.67	-368,385.03	0.00	-491,180.00	-100.00
EXCESS (REVENUE)/EXPENSE	9,362.43	624.99	8,737.44	5,624.91	130,879.10	7,500.00	1,645.05

Date:
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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
pum	51.00	51.00	0.00	459.00	459.00	612.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	-13,184.00	-14,583.33	1,399.33	-131,249.97	-124,361.00	-175,000.00	-28.94
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-13,184.00	-14,583.33	1,399.33	-131,249.97	-124,361.00	-175,000.00	-28.94
Tenant Revenue - Other							
10-1-000-006-3120.000 Excess Utilities	0.00	-4.17	4.17	-37.53	-75.00	-50.00	50.00
10-1-000-006-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.000 Other Income	290.00	-16.67	306.67	-150.03	524.00	-200.00	-362.00
10-1-000-006-3690.100 Late Fees	0.00	-14.58	14.58	-131.22	0.00	-175.00	-100.00
10-1-000-006-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.140 Returned Check Charge	0.00	-4.17	4.17	-37.53	0.00	-50.00	-100.00
10-1-000-006-3690.150 Laundry Income	-374.45	-500.00	125.55	-4,500.00	-4,251.05	-6,000.00	-29.15
10-1-000-006-3690.160 Vending Machine Inc	-7.01	-20.83	13.82	-187.47	-52.27	-250.00	-79.09
10-1-000-006-3690.180 Labor	-250.00	-41.67	-208.33	-375.03	-540.50	-500.00	8.10
10-1-000-006-3690.200 Materials	0.00	-8.33	8.33	-74.97	-31.75	-100.00	-68.25
Total Tenant Revenue Other	-341.46	-610.42	268.96	-5,493.78	-4,426.57	-7,325.00	-39.57
TOTAL TENANT REVENUE	-13,525.46	-15,193.75	1,668.29	-136,743.75	-128,787.57	-182,325.00	-29.36
OTHER REVENUE							
HUD/Other Grants & Investment Income							
10-1-000-006-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3610.000 Interest Income	-7.63	-191.67	184.04	-1,725.03	-210.16	-2,300.00	-90.86
10-1-000-006-8020.000 Oper Sub - Curr Yr	-6,295.00	-5,012.67	-1,282.33	-45,114.03	-48,967.00	-60,152.00	-18.59
10-1-020-006-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	-7,854.52	0.00	
Total HUD/Other Grants & Invest Income	-6,302.63	-5,204.34	-1,098.29	-46,839.06	-57,031.68	-62,452.00	-8.68
Other Revenue							
10-1-000-006-3850.000 Inspection(s) Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.005 Income from Amps	0.00	-20.83	20.83	-187.47	0.00	-250.00	-100.00
10-1-000-006-3850.010 Garbage&Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.020 Htg & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.040 Elevator Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.050 Landscape&Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.070 Electric Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.090 Exterminator Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.110 Routine Main. Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	-20.83	20.83	-187.47	0.00	-250.00	-100.00
TOTAL OTHER REVENUE	-6,302.63	-5,225.17	-1,077.46	-47,026.53	-57,031.68	-62,702.00	-9.04
TOTAL REVENUE	-19,828.09	-20,418.92	590.83	-183,770.28	-185,819.25	-245,027.00	-24.16

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-006-4110.000 Admin Salaries	1,212.27	1,833.33	-621.06	16,499.97	8,270.94	22,000.00	-62.40
10-1-000-006-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4110.200 Admin - Other Amps	0.00	0.00	0.00	0.00	1,503.65	0.00	
10-1-020-006-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	111.89	0.00	
Total Administrative Salaries & Benefits	1,212.27	1,833.33	-621.06	16,499.97	9,886.48	22,000.00	-55.06
Benefit Contributions - Administrative							
10-1-000-006-4110.500 Emp Benefit - Admin	406.93	708.33	-301.40	6,374.97	3,052.57	8,500.00	-64.09
10-1-000-006-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-4110.500 Admin Benefit-Cares Act	0.00	0.00	0.00	0.00	8.56	0.00	
Total Benefit Contributions - Admin	406.93	708.33	-301.40	6,374.97	3,061.13	8,500.00	-63.99
Fee Expenses							
10-1-000-006-4120.100 Management Fee Exp	3,872.43	3,728.00	144.43	33,552.00	33,531.59	44,736.00	-25.05
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
10-1-000-006-4120.300 Bookkeeping Exp	382.50	383.00	-0.50	3,447.00	3,382.50	4,596.00	-26.40
10-1-000-006-4120.400 Fee for Service Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	420.00	0.00	
10-1-000-006-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-4120.100 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	931.00	0.00	
Total Fee Expenses	4,764.93	4,621.00	143.93	41,589.00	42,855.09	55,452.00	-22.72
Advertising & Marketing							
10-1-000-006-4190.650 Advertising	0.00	0.00	0.00	0.00	0.00	0.00	
Total Advertising & Marketing	0.00	0.00	0.00	0.00	0.00	0.00	
Office Expense							
10-1-000-006-4140.000 Training - Staff	0.00	125.00	-125.00	1,125.00	525.00	1,500.00	-65.00
10-1-000-006-4180.000 Telephone	408.94	416.67	-7.73	3,750.03	2,775.57	5,000.00	-44.49
10-1-000-006-4190.100 Postage	3.50	10.00	-6.50	90.00	57.00	120.00	-52.50
10-1-000-006-4190.200 Office Supplies	21.88	12.50	9.38	112.50	36.78	150.00	-75.48
10-1-000-006-4190.300 Paper Supplies	0.00	14.58	-14.58	131.22	-109.59	175.00	-162.62
10-1-000-006-4190.400 Printing/printers	0.00	0.00	0.00	0.00	89.16	0.00	
10-1-000-006-4190.401 Printing Supplies	0.00	12.50	-12.50	112.50	0.00	150.00	-100.00
10-1-000-006-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.550 Computers	0.00	125.00	-125.00	1,125.00	1,296.00	1,500.00	-13.60
10-1-000-006-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.700 Member Dues/Fees	0.00	25.00	-25.00	225.00	138.18	300.00	-53.94
10-1-000-006-4190.800 Internet Services	169.95	150.00	19.95	1,350.00	1,286.67	1,800.00	-28.52
10-1-000-006-4190.850 IT Support	0.00	25.00	-25.00	225.00	139.75	300.00	-53.42
Total Office Expense	604.27	916.25	-311.98	8,246.25	6,234.52	10,995.00	-43.30
Legal Expense							
10-1-000-006-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Travel Expense							
10-1-000-006-4150.000 Travel - Staff	0.00	16.67	-16.67	150.03	0.00	200.00	-100.00
10-1-000-006-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4150.100 Mileage - Admin	0.00	8.33	-8.33	74.97	0.00	100.00	-100.00
Total Travel Expense	0.00	25.00	-25.00	225.00	0.00	300.00	-100.00
Other Expense							

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-006-4140.010 Training-Commissioners	0.00	0.00	0.00	0.00	-525.00	0.00	
10-1-000-006-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.000 Other Sundry	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.950 Background Verification	0.00	12.50	-12.50	112.50	32.10	150.00	-78.60
Total Other Expense	0.00	12.50	-12.50	112.50	-492.90	150.00	-428.60
TOTAL OPERATING EXPENSE - Admin	6,988.40	8,116.41	-1,128.01	73,047.69	61,544.32	97,397.00	-36.81
<u>TENANT SERVICES</u>							
Tenant Services - Other							
10-1-000-006-4220.100 Ten Ser-Supplies	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-006-4220.110 Ten Ser-Recreation	0.00	20.83	-20.83	187.47	19.39	250.00	-92.24
Total Tenant Services - Other	0.00	41.66	-41.66	374.94	19.39	500.00	-96.12
TOTAL TENANT SERVICES EXPENSE	0.00	41.66	-41.66	374.94	19.39	500.00	-96.12
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-006-4410.000 Maint - Labor	4,245.60	3,083.33	1,162.27	27,749.97	28,306.63	37,000.00	-23.50
10-1-000-006-4410.100 Maint Labor - OT	0.00	83.33	-83.33	749.97	369.39	1,000.00	-63.06
10-1-000-006-4410.200 Maint Labor-Other Amp	0.00	0.00	0.00	0.00	906.19	0.00	
10-1-020-006-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	1,180.50	0.00	
Total Maintenance - Labor & OT	4,245.60	3,166.66	1,078.94	28,499.94	30,762.71	38,000.00	-19.05
Benefit Contributions - Maintenance							
10-1-000-006-4410.500 Maint Emp Benefit	970.13	750.00	220.13	6,750.00	6,739.69	9,000.00	-25.11
10-1-000-006-4410.501 Maint Wellness Benefit	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-4410.500 Maint Benefit-Cares Act	0.00	0.00	0.00	0.00	90.31	0.00	
Total Benefit Contributions - Maint.	970.13	750.00	220.13	6,750.00	6,830.00	9,000.00	-24.11
Maintenance - Materials/Supplies							
10-1-000-006-4420.010 Garbage&Trash Supp	0.00	12.50	-12.50	112.50	0.00	150.00	-100.00
10-1-000-006-4420.020 Heating&Cooling Supp	0.00	125.00	-125.00	1,125.00	2,561.04	1,500.00	70.74
10-1-000-006-4420.030 Snow Removal Supplies	0.00	12.50	-12.50	112.50	0.00	150.00	-100.00
10-1-000-006-4420.031 Gas for Snow Removal	0.00	4.17	-4.17	37.53	0.00	50.00	-100.00
10-1-000-006-4420.050 Landscape/Grounds Sup	0.00	50.00	-50.00	450.00	725.10	600.00	20.85
10-1-000-006-4420.051 Gasoline for mowing	0.00	16.67	-16.67	150.03	44.08	200.00	-77.96
10-1-000-006-4420.070 Electrical Supplies	0.00	29.17	-29.17	262.53	91.03	350.00	-73.99
10-1-000-006-4420.080 Plumbing Supplies	0.00	70.83	-70.83	637.47	385.74	850.00	-54.62
10-1-000-006-4420.090 Extermination Supplies	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
10-1-000-006-4420.100 Janitorial Supplies	0.00	125.00	-125.00	1,125.00	714.72	1,500.00	-52.35
10-1-000-006-4420.110 Routine Maint.Supplies	0.00	458.33	-458.33	4,124.97	4,992.49	5,500.00	-9.23
10-1-000-006-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.125 Mileage	0.00	4.17	-4.17	37.53	0.00	50.00	-100.00
10-1-000-006-4420.130 Security Supplies	0.00	83.33	-83.33	749.97	0.00	1,000.00	-100.00
10-1-020-006-4420.000 Maint Supply-Cares Act	0.00	0.00	0.00	0.00	531.43	0.00	
Total Maintenance - Materials/Supplies	0.00	1,012.50	-1,012.50	9,112.50	10,045.63	12,150.00	-17.32
Maintenance - Contracts							
10-1-000-006-4430.010 Garbage & Trash Cont	120.00	166.67	-46.67	1,500.03	1,125.00	2,000.00	-43.75
10-1-000-006-4430.020 Heating & Cooling Cont	0.00	166.67	-166.67	1,500.03	6,939.62	2,000.00	246.98
10-1-000-006-4430.030 Snow Removal Contract	0.00	29.17	-29.17	262.53	0.00	350.00	-100.00

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-006-4520.000 Pay in lieu of Tax	1,096.36	1,750.67	-654.31	15,756.03	10,973.89	21,008.00	-47.76
Total Payment In Lieu Of Taxes - PILOT	1,096.36	1,750.67	-654.31	15,756.03	10,973.89	21,008.00	-47.76
Bad Debt Write-Offs - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	406.35	0.00	406.35	0.00	1,711.03	0.00	
Total Bad Debt Write-Offs - Tenant Rents	406.35	0.00	406.35	0.00	1,711.03	0.00	
TOTAL OTHER GENERAL EXPENSES	1,502.71	1,750.67	-247.96	15,756.03	12,684.92	21,008.00	-39.62
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL INTEREST EXP & AMORT COST	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSE	18,013.35	21,354.57	-3,341.22	192,191.13	176,771.63	256,255.00	-31.02
NET (REVENUE)/EXPENSE	-1,814.74	935.65	-2,750.39	8,420.85	-9,047.62	11,228.00	-180.58
<u>MISCELLANEOUS EXPENSE</u>							
Extraordinary & Casualty Expense							
10-1-000-006-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-006-4800.000 Depreciation Exp BB	11,000.00	14,083.33	-3,083.33	126,749.97	99,000.00	169,000.00	-41.42
Total Depreciation Expense	11,000.00	14,083.33	-3,083.33	126,749.97	99,000.00	169,000.00	-41.42
TOTAL MISCELLANEOUS EXPENSES	11,000.00	14,083.33	-3,083.33	126,749.97	99,000.00	169,000.00	-41.42
TOTAL EXPENSES	9,185.26	15,018.98	-5,833.72	135,170.82	89,952.38	180,228.00	-50.09
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
10-1-000-006-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
Operating/Reserve Transfers In/Out							
10-1-000-006-7010.000 Prov Oper Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating/Reserve Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	
EXCESS (REVENUE)/EXPENSE	9,185.26	15,018.98	-5,833.72	135,170.82	89,952.38	180,228.00	-50.09

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Knox County Housing Authority
INCOME STATEMENT - HCV (ADMIN & HAP) HAP
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
30-1-000-000-4190.401 Printing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.550 Computers	0.00	250.00	-250.00	2,250.00	1,469.00	3,000.00	-51.03
30-1-000-000-4190.800 Internet Services	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.850 IT Support	0.00	33.33	-33.33	299.97	297.25	400.00	-25.69
30-1-000-000-4190.950 Background Verification	54.85	66.67	-11.82	600.03	570.53	800.00	-28.68
Total Admin Sundry & w/o Sundry	597.39	1,162.50	-565.11	10,462.50	7,677.75	13,950.00	-44.96
TOTAL ADMIN EXPENSE	14,367.52	12,298.84	2,068.68	110,689.56	109,831.32	147,586.00	-25.58
General Expense							
30-1-000-000-4400.000 Maint & Operation	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	27,071.00	0.00	
30-1-000-000-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4510.025 PE & PO Insurance	79.62	83.33	-3.71	749.97	716.58	1,000.00	-28.34
30-1-000-000-4510.030 Work Comp Insurance	252.20	256.25	-4.05	2,306.25	2,269.80	3,075.00	-26.19
30-1-000-000-4510.035 Auto Insurance	41.93	43.75	-1.82	393.75	377.37	525.00	-28.12
30-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4540.000 Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4570.100 Collection Loss Admin	-2.00	41.67	-43.67	375.03	289.13	500.00	-42.17
30-1-000-000-4590.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4590.010 Admin Gen Exp-Port	269.00	400.00	-131.00	3,600.00	2,857.24	4,800.00	-40.47
30-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expense	640.75	825.00	-184.25	7,425.00	33,581.12	9,900.00	239.20
TOTAL GENERAL EXPENSE	640.75	825.00	-184.25	7,425.00	33,581.12	9,900.00	239.20
Surplus Adjustments							
30-1-000-000-6010.000 Prior Yr Adj - ARR	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-6020.000 Prior Yr Adj - NARR	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-6120.000 Gain/Loss-Nonex Eq	0.00	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
Provision for Reserve							
30-1-000-000-7016.000 Prov for Oper Rsrve	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7027.000 Prov for Proj Rsrve	0.00	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Capital Expenditures							
30-1-000-000-7520.000 Replace Nonexp Eq	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7530.000 Rcpts Nonex Eq NR	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7540.010 Labor	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7540.020 Materials	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7540.030 NonExp Equipment	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7540.040 Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7590.000 Oper Exp Prop Contra	0.00	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL ADMIN EXPENSES	15,008.27	13,123.84	1,884.43	118,114.56	143,412.44	157,486.00	-8.94
ADMIN (Profit)/Loss w/ Depreciation	5,810.77	3,693.59	2,117.18	33,242.31	5,219.12	44,323.00	-88.22

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Knox County Housing Authority
INCOME STATEMENT - HCV (ADMIN & HAP) HAP
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
HAP REVENUE							
HAP Income							
30-1-000-000-3300.200 Fraud Recovery - HAP	0.00	-416.67	416.67	-3,750.03	-1,768.00	-5,000.00	-64.64
30-1-000-000-3300.500 Int Reserve Surplus-HAP	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-8026.000 Ann Contr-Cur Yr	-76,958.00	-77,052.08	94.08	-693,468.72	-658,441.00	-924,625.00	-28.79
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-76,958.00	-77,468.75	510.75	-697,218.75	-660,209.00	-929,625.00	-28.98
TOTAL HAP INCOME	-76,958.00	-77,468.75	510.75	-697,218.75	-660,209.00	-929,625.00	-28.98
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP-Occupied Units	65,914.00	61,544.00	4,370.00	553,896.00	552,514.00	738,528.00	-25.19
30-1-000-000-4715.015 HAP Mid Month Lease	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.020 HAP-Repayments	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.021 HAP-FraudRepay-HUD	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.030 HAP-Port Ins	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.040 HAP-Util Payments	2,353.00	2,333.33	19.67	20,999.97	25,387.00	28,000.00	-9.33
30-1-000-000-4715.050 HAP-Homeownership	174.00	175.00	-1.00	1,575.00	1,773.00	2,100.00	-15.57
30-1-000-000-4715.070 HAP-Portable	9,242.00	14,583.33	-5,341.33	131,249.97	102,858.00	175,000.00	-41.22
30-1-000-000-4715.080 HAP Hard to House	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4718.000 HAP-Escrow Certs	0.00	0.00	0.00	0.00	0.00	0.00	
Total HAP Expenses	77,683.00	78,635.66	-952.66	707,720.94	682,532.00	943,628.00	-27.67
TOTAL HAP EXPENSE	77,683.00	78,635.66	-952.66	707,720.94	682,532.00	943,628.00	-27.67
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	-2.30	41.67	-43.97	375.03	290.51	500.00	-41.90
Total General HAP Expenses	-2.30	41.67	-43.97	375.03	290.51	500.00	-41.90
TOTAL GENERAL HAP EXPENSES	-2.30	41.67	-43.97	375.03	290.51	500.00	-41.90
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	77,680.70	78,677.33	-996.63	708,095.97	682,822.51	944,128.00	-27.68
Remaining HAP to/from Reserve	722.70	1,208.58	-485.88	10,877.22	22,613.51	14,503.00	55.92

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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
December, 2020

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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
PUM - Brentwood	72.00	72.00	0.00	648.00	648.00	864.00	0.00
REVENUE							
<u>TENANT REVENUE</u>							
Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	-26,133.00	-28,060.00	1,927.00	-252,540.00	-248,516.00	-336,720.00	-26.20
60-1-000-000-5125.000 PHA Rent	-5,247.00	-4,300.00	-947.00	-38,700.00	-39,520.00	-51,600.00	-23.41
60-1-000-000-5320.000 Rent Adjustments	510.00	0.00	510.00	0.00	3,156.00	0.00	
Total Tenant Rent Revenue	-30,870.00	-32,360.00	1,490.00	-291,240.00	-284,880.00	-388,320.00	-26.64
Excess Rent							
60-1-000-000-5970.000 Excess Rent	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Excess Rent	0.00	0.00	0.00	0.00	0.00	0.00	
Vacancies Revenue							
60-1-000-000-5220.000 Vacancies - Brentwood	0.00	566.25	-566.25	5,096.25	0.00	6,795.00	-100.00
Total Vacancies Revenue	0.00	566.25	-566.25	5,096.25	0.00	6,795.00	-100.00
TOTAL TENANT REVENUE	-30,870.00	-31,793.75	923.75	-286,143.75	-284,880.00	-381,525.00	-25.33
<u>INVESTMENT REVENUE</u>							
Investment Revenue							
60-1-000-000-5410.000 Interest Income	-9.04	-366.67	357.63	-3,300.03	-257.49	-4,400.00	-94.15
60-1-000-000-5420.000 Interst Sec Deposits	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5440.000 Rep Res Interest	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5500.000 Other Inc - HUD Int Crd	0.00	0.00	0.00	0.00	0.00	0.00	
Total Investment Revenue	-9.04	-366.67	357.63	-3,300.03	-257.49	-4,400.00	-94.15
TOTAL INVESTMENT INCOME	-9.04	-366.67	357.63	-3,300.03	-257.49	-4,400.00	-94.15
<u>OTHER REVENUE</u>							
Other Revenue							
60-1-000-000-5900.000 Other Income	0.00	-4.17	4.17	-37.53	0.00	-50.00	-100.00
60-1-000-000-5901.000 Income - LR Amps	0.00	-29.17	29.17	-262.53	0.00	-350.00	-100.00
60-1-000-000-5910.000 Laundry Income	-952.50	-733.33	-219.17	-6,599.97	-6,536.00	-8,800.00	-25.73
60-1-000-000-5920.000 Bad Check Charges	0.00	-1.67	1.67	-15.03	-20.00	-20.00	0.00
60-1-000-000-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5922.000 Labor & Materials	-1,624.00	-416.67	-1,207.33	-3,750.03	-4,151.06	-5,000.00	-16.98
60-1-000-000-5923.000 Misc Charges	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5925.000 Late Charges	0.00	-183.33	183.33	-1,649.97	-251.00	-2,200.00	-88.59
60-1-000-000-5926.000 Violation Charges	-455.00	-37.92	-417.08	-341.28	-1,187.00	-455.00	160.88
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5991.000 ECRM Grant Inc-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5991.100 ECRM Grant #2 Inc-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5992.000 Carver Center Grant-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5992.500 Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-3,031.50	-1,406.26	-1,625.24	-12,656.34	-12,145.06	-16,875.00	-28.03
TOTAL OTHER REVENUE	-3,031.50	-1,406.26	-1,625.24	-12,656.34	-12,145.06	-16,875.00	-28.03
TOTAL REVENUE	-33,910.54	-33,566.68	-343.86	-302,100.12	-297,282.55	-402,800.00	-26.20
EXPENSES							

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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
OPERATING EXPENSES							
Administrative Salaries & Benefits							
60-1-000-000-6310.000 Administrative Salaries	1,452.00	0.00	1,452.00	0.00	1,452.00	0.00	
60-1-000-000-6310.500 Emp Benefit - Admin	120.17	0.00	120.17	0.00	120.17	0.00	
60-1-000-000-6330.000 Manager Salaries	4,606.89	2,583.33	2,023.56	23,249.97	25,567.54	31,000.00	-17.52
60-1-000-000-6330.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	325.60	0.00	
60-1-000-000-6330.500 Manager's Benefits	1,316.04	883.33	432.71	7,949.97	8,148.80	10,600.00	-23.12
60-1-000-000-6330.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	7,495.10	3,466.66	4,028.44	31,199.94	35,614.11	41,600.00	-14.39
Admin Sundry							
60-1-000-000-6210.000 Admin. Advertisement	9.50	33.33	-23.83	299.97	185.50	400.00	-53.63
60-1-000-000-6250.000 Misc Renting Expense	170.00	108.33	61.67	974.97	969.00	1,300.00	-25.46
60-1-000-000-6311.000 Office Expense-Brent	370.16	150.00	220.16	1,350.00	2,418.96	1,800.00	34.39
60-1-000-000-6311.050 Office Rental Expense	225.00	225.00	0.00	2,025.00	2,025.00	2,700.00	-25.00
60-1-000-000-6311.100 Phone/Internet Service	175.92	108.33	67.59	974.97	1,059.04	1,300.00	-18.54
60-1-000-000-6311.150 IT Support	291.97	33.33	258.64	299.97	463.85	400.00	15.96
60-1-000-000-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6350.000 Audit	0.00	75.00	-75.00	675.00	0.00	900.00	-100.00
60-1-000-000-6360.000 Training - Staff	0.00	87.50	-87.50	787.50	0.00	1,050.00	-100.00
60-1-000-000-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6365.000 Travel - Staff	98.92	129.17	-30.25	1,162.53	545.45	1,550.00	-64.81
60-1-000-000-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6370.000 Bad Debt	-916.20	83.33	-999.53	749.97	-2,979.06	1,000.00	-397.91
60-1-000-000-6380.000 Consulting Services	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
60-1-000-000-6380.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6399.000 Other Administrative	0.00	75.00	-75.00	675.00	0.00	900.00	-100.00
Total Admin Sundry	425.27	1,149.99	-724.72	10,349.91	4,687.74	13,800.00	-66.03
Fee Expense							
60-1-000-000-6320.000 Management Fees	5,239.17	5,263.00	-23.83	47,367.00	47,058.33	63,156.00	-25.49
60-1-000-000-6351.000 Bookkeeping Fees	621.00	648.00	-27.00	5,832.00	5,697.00	7,776.00	-26.74
60-1-000-000-6390.000 Fee for Service Exp	5.00	0.00	5.00	0.00	49.00	0.00	
Total Fee Expense	5,865.17	5,911.00	-45.83	53,199.00	52,804.33	70,932.00	-25.56
TOTAL OPERATING EXPENSES	13,785.54	10,527.65	3,257.89	94,748.85	93,106.18	126,332.00	-26.30
UTILITIES							
Utilities Expense							
60-1-000-000-6450.000 Utilites - Electric	543.18	458.33	84.85	4,124.97	4,861.15	5,500.00	-11.62
60-1-000-000-6451.000 Utilities - Water	882.20	850.00	32.20	7,650.00	6,947.60	10,200.00	-31.89
60-1-000-000-6452.000 Utilities - Gas	210.28	125.00	85.28	1,125.00	941.48	1,500.00	-37.23
60-1-000-000-6453.000 Utilities - Sewer	1,185.60	808.33	377.27	7,274.97	9,353.16	9,700.00	-3.58
Total Utilities	2,821.26	2,241.66	579.60	20,174.94	22,103.39	26,900.00	-17.83
TOTAL UTILITIES	2,821.26	2,241.66	579.60	20,174.94	22,103.39	26,900.00	-17.83
MAINTENANCE EXPENSES							
Maintenance Salaries							
60-1-000-000-6510.000 Maintenance Salaries	5,893.20	4,416.67	1,476.53	39,750.03	40,874.25	53,000.00	-22.88
60-1-000-000-6510.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6510.100 OT Maintenance	0.00	20.83	-20.83	187.47	176.97	250.00	-29.21
60-1-000-000-6510.200 Maint from Amps	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00

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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
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	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
60-1-000-000-6510.500 Maint. Employee Ben.	2,411.02	2,166.67	244.35	19,500.03	18,609.07	26,000.00	-28.43
60-1-000-000-6510.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance Salaries	8,304.22	6,625.00	1,679.22	59,625.00	59,660.29	79,500.00	-24.96
Maintenance 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 Heating/Cooling Supplies	0.00	91.67	-91.67	825.03	269.52	1,100.00	-75.50
60-1-000-000-6515.030 Snow Removal Supplies	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
60-1-000-000-6515.050 Lndscape/Grnd Supplies	0.00	258.33	-258.33	2,324.97	285.17	3,100.00	-90.80
60-1-000-000-6515.070 Electrical Supplies	61.75	472.92	-411.17	4,256.28	3,897.27	5,675.00	-31.33
60-1-000-000-6515.080 Plumbing Supplies	0.00	400.00	-400.00	3,600.00	1,090.78	4,800.00	-77.28
60-1-000-000-6515.100 Janitorial Supplies	34.72	108.33	-73.61	974.97	984.08	1,300.00	-24.30
60-1-000-000-6515.110 Routine Maint. Supplies	38.67	1,509.17	-1,470.50	13,582.53	1,316.10	18,110.00	-92.73
60-1-000-000-6515.114 Painting Supplies - BW	438.27	200.00	238.27	1,800.00	557.21	2,400.00	-76.78
60-1-000-000-6515.115 Refrigerators	0.00	125.00	-125.00	1,125.00	1,497.00	1,500.00	-0.20
60-1-000-000-6515.116 Stoves	0.00	85.00	-85.00	765.00	0.00	1,020.00	-100.00
60-1-000-000-6515.120 Misc. Other Supplies	0.00	41.67	-41.67	375.03	101.87	500.00	-79.63
Total Maintenance Supplies	573.41	3,333.76	-2,760.35	30,003.84	9,999.00	40,005.00	-75.01
Maintenance Contracts							
60-1-000-000-6516.000 Interior Repr/Repl-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6516.200 Carpet Repr/Repl-BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6520.010 Garbage/Trash Contract	946.85	1,008.33	-61.48	9,074.97	8,696.89	12,100.00	-28.12
60-1-000-000-6520.020 Heat/Cool Contract	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
60-1-000-000-6520.030 Snow Removal Contract	0.00	165.00	-165.00	1,485.00	0.00	1,980.00	-100.00
60-1-000-000-6520.050 Landscape&Grds Cont	0.00	416.67	-416.67	3,750.03	0.00	5,000.00	-100.00
60-1-000-000-6520.070 Electrical Contract	0.00	66.67	-66.67	600.03	0.00	800.00	-100.00
60-1-000-000-6520.080 Plumbing Contract	0.00	162.50	-162.50	1,462.50	142.50	1,950.00	-92.69
60-1-000-000-6520.090 Extermination Contract	462.24	212.50	249.74	1,912.50	1,826.72	2,550.00	-28.36
60-1-000-000-6520.100 Janitorial Contract	29.99	108.33	-78.34	974.97	829.44	1,300.00	-36.20
60-1-000-000-6520.110 Routine Maint. Contract	110.00	100.00	10.00	900.00	1,211.76	1,200.00	0.98
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	558.33	-558.33	5,024.97	0.00	6,700.00	-100.00
60-1-000-000-6520.120 Misc. Other Contracts	0.00	2,866.67	-2,866.67	25,800.03	0.00	34,400.00	-100.00
Total Maintenance Contracts	1,549.08	5,706.67	-4,157.59	51,360.03	12,707.31	68,480.00	-81.44
TOTAL MAINTENANCE	10,426.71	15,665.43	-5,238.72	140,988.87	82,366.60	187,985.00	-56.18
TAXES & INSURANCE EXPENSE							
Taxes & Insurance Expense							
60-1-000-000-6710.000 PILOT - Real Estate Tax	1,402.44	1,477.58	-75.14	13,298.22	13,138.83	17,731.00	-25.90
60-1-000-000-6720.000 Property Insurance	829.21	841.67	-12.46	7,575.03	7,462.89	10,100.00	-26.11
60-1-000-000-6720.500 Equipment Insurance	49.98	52.08	-2.10	468.72	449.82	625.00	-28.03
60-1-000-000-6721.000 Liability Insurance	172.21	175.00	-2.79	1,575.00	1,549.89	2,100.00	-26.20
60-1-000-000-6721.500 PE & PO Insurance	79.62	83.33	-3.71	749.97	716.58	1,000.00	-28.34
60-1-000-000-6722.000 Work Comp Insurance	249.22	254.17	-4.95	2,287.53	2,242.98	3,050.00	-26.46
60-1-000-000-6722.500 Auto Insurnace	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6790.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6795.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total Taxes & Insurance Expense	2,782.68	2,883.83	-101.15	25,954.47	25,560.99	34,606.00	-26.14
TOTAL TAXES & INSURANCE EXPENSE	2,782.68	2,883.83	-101.15	25,954.47	25,560.99	34,606.00	-26.14

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Knox County Housing Authority
INCOME STATEMENT - AHP Brentwood
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
MISCELLANEOUS EXPENSE							
Financial Expenses							
60-1-000-000-6810.000 Interest Expense Payable	3,699.66	1,878.17	1,821.49	16,903.53	19,000.60	22,538.00	-15.70
60-1-000-000-6860.000 Security Deposit Interest	0.00	0.00	0.00	0.00	0.00	0.00	
Total Financial Expenses	3,699.66	1,878.17	1,821.49	16,903.53	19,000.60	22,538.00	-15.70
Amortization Expense							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Surplus Adjustments							
60-1-000-000-6010.000 Prior Yr Adj - BW	0.00	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
Provision for Reserve							
60-1-000-000-7010.000 Provision For Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Capital Expenditures							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Vandalism Expenditures							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Transfers In/Out							
60-1-000-000-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL MISCELLANEOUS EXPENSE	3,699.66	1,878.17	1,821.49	16,903.53	19,000.60	22,538.00	-15.70
TOTAL EXPENSES BEFORE DEPRECIATION	33,515.85	33,196.74	319.11	298,770.66	242,137.76	398,361.00	-39.22
NET REVENUE/EXPENSES (PROFIT)/LOSS	-394.69	-369.94	-24.75	-3,329.46	-55,144.79	-4,439.00	1,142.28
Depreciation Expense							
60-1-000-000-6600.000 Depreciation Expense	8,000.00	7,500.00	500.00	67,500.00	72,000.00	90,000.00	-20.00
Total Depreciation Expense	8,000.00	7,500.00	500.00	67,500.00	72,000.00	90,000.00	-20.00
TOTAL DEPRECIATION EXPENSE	8,000.00	7,500.00	500.00	67,500.00	72,000.00	90,000.00	-20.00
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	7,605.31	7,130.06	475.25	64,170.54	16,855.21	85,561.00	-80.30
TOTAL BOND PAYMENT	4,075.35	0.00	4,075.35	0.00	19,874.45	0.00	

Date:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
PUM - Prairieland	65.00	65.00	0.00	585.00	585.00	780.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	-21,685.00	-22,811.00	1,126.00	-205,299.00	-201,339.00	-273,732.00	-26.45
60-1-000-001-5125.000 PHA Rent	-2,061.00	-1,816.67	-244.33	-16,350.03	-14,600.00	-21,800.00	-33.03
60-1-000-001-5126.000 Georgia HAP - Prairie S8	-3,362.00	-3,083.33	-278.67	-27,749.97	-30,521.00	-37,000.00	-17.51
60-1-000-001-5320.000 Rent Adjustments	-232.00	0.00	-232.00	0.00	120.00	0.00	
Total Tenant Rent Revenue	-27,340.00	-27,711.00	371.00	-249,399.00	-246,340.00	-332,532.00	-25.92
Excess Rent							
60-1-000-001-5970.000 Excess Rent	-638.00	-625.00	-13.00	-5,625.00	-6,085.00	-7,500.00	-18.87
60-1-000-001-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Excess Rent	-638.00	-625.00	-13.00	-5,625.00	-6,085.00	-7,500.00	-18.87
Vacancies Revenue							
60-1-000-001-5220.000 Vacancies	0.00	497.33	-497.33	4,475.97	0.00	5,968.00	-100.00
Total Vacancies Revenue	0.00	497.33	-497.33	4,475.97	0.00	5,968.00	-100.00
TOTAL TENANT REVENUE	-27,978.00	-27,838.67	-139.33	-250,548.03	-252,425.00	-334,064.00	-24.44
INVESTMENT REVENUE							
Investment Revenue							
60-1-000-001-5410.000 Interest Income	-5.34	0.00	-5.34	0.00	-18.79	0.00	
60-1-000-001-5420.000 Interest Sec Dep	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5440.000 Rep Res Interest	0.00	-2.00	2.00	-18.00	0.00	-24.00	-100.00
60-1-000-001-5450.000 Residual Res Int Inc	0.00	-1.00	1.00	-9.00	0.00	-12.00	-100.00
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Investment Revenue	-5.34	-3.00	-2.34	-27.00	-18.79	-36.00	-47.81
TOTAL INVESTMENT INCOME	-5.34	-3.00	-2.34	-27.00	-18.79	-36.00	-47.81
OTHER REVENUE							
Other Revenue							
60-1-000-001-5127.000 Office Rent Receipt	-225.00	-225.00	0.00	-2,025.00	-2,025.00	-2,700.00	-25.00
60-1-000-001-5900.000 Other Income	0.00	-12.50	12.50	-112.50	150.00	-150.00	-200.00
60-1-000-001-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5910.000 Laundry Income	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5920.000 Bad Check Charges	0.00	-1.67	1.67	-15.03	-40.00	-20.00	100.00
60-1-000-001-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5922.000 Labor & Materials	-45.00	-350.00	305.00	-3,150.00	-2,407.00	-4,200.00	-42.69
60-1-000-001-5923.000 Misc Charges	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5925.000 Late Charges	0.00	-200.00	200.00	-1,800.00	-229.00	-2,400.00	-90.46
60-1-000-001-5926.000 Violation Charges	0.00	-35.42	35.42	-318.78	-755.00	-425.00	77.65
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5979.000 Gifts	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5990.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5991.000 ECRM Grant Inc-PL	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5992.500 Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-270.00	-824.59	554.59	-7,421.31	-5,306.00	-9,895.00	-46.38
TOTAL OTHER REVENUE	-270.00	-824.59	554.59	-7,421.31	-5,306.00	-9,895.00	-46.38
TOTAL REVENUE	-28,253.34	-28,666.26	412.92	-257,996.34	-257,749.79	-343,995.00	-25.07

EXPENSES

Date:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
OPERATING EXPENSES							
Administrative Salaries & Benefits							
60-1-000-001-6310.000 Administrative Salaries	1,452.00	0.00	1,452.00	0.00	1,452.00	0.00	
60-1-000-001-6310.500 Emp Benefit - Admin	120.14	0.00	120.14	0.00	120.14	0.00	
60-1-000-001-6330.000 Manager's Salaries	4,606.86	2,583.33	2,023.53	23,249.97	25,567.46	31,000.00	-17.52
60-1-000-001-6330.001 Salary - Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6330.500 Manager's Benefits	1,315.98	883.33	432.65	7,949.97	8,148.51	10,600.00	-23.13
60-1-000-001-6330.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	7,494.98	3,466.66	4,028.32	31,199.94	35,288.11	41,600.00	-15.17
Admin Sundry							
60-1-000-001-6210.000 Admin. Advertisement	9.50	33.33	-23.83	299.97	185.50	400.00	-53.63
60-1-000-001-6250.000 Misc. Rent Expense	85.00	100.00	-15.00	900.00	850.00	1,200.00	-29.17
60-1-000-001-6311.000 Office Expense-Prairie	255.04	150.00	105.04	1,350.00	992.96	1,800.00	-44.84
60-1-000-001-6311.050 Office Rental Expense	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6311.100 Phone/Internet Service	175.87	108.33	67.54	974.97	1,031.32	1,300.00	-20.67
60-1-000-001-6311.150 IT Support	291.95	33.33	258.62	299.97	463.82	400.00	15.96
60-1-000-001-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6350.000 Audit	0.00	75.00	-75.00	675.00	0.00	900.00	-100.00
60-1-000-001-6350.500 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6360.000 Training - Staff	0.00	87.50	-87.50	787.50	0.00	1,050.00	-100.00
60-1-000-001-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6365.000 Travel - Staff	98.88	129.17	-30.29	1,162.53	545.35	1,550.00	-64.82
60-1-000-001-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6370.000 Bad Debt	350.40	208.33	142.07	1,874.97	1,292.11	2,500.00	-48.32
60-1-000-001-6380.000 Consulting Services	0.00	41.67	-41.67	375.03	0.00	500.00	-100.00
60-1-000-001-6380.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6399.000 Other Administrative	40.00	100.00	-60.00	900.00	40.00	1,200.00	-96.67
Total Admin Sundry	1,306.64	1,066.66	239.98	9,599.94	5,401.06	12,800.00	-57.80
Fee Expense							
60-1-000-001-6320.000 Management Fees	4,859.52	4,751.00	108.52	42,759.00	42,750.95	57,012.00	-25.01
60-1-000-001-6351.000 Bookkeeping Fees	576.00	585.00	-9.00	5,265.00	5,175.00	7,020.00	-26.28
60-1-000-001-6352.000 Computer Fees	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6390.000 Fee for Service Exp	1.00	0.00	1.00	0.00	20.00	0.00	
Total Fee Expense	5,436.52	5,336.00	100.52	48,024.00	47,945.95	64,032.00	-25.12
TOTAL OPERATING EXPENSES	14,238.14	9,869.32	4,368.82	88,823.88	88,635.12	118,432.00	-25.16
UTILITIES							
Utilities Expense							
60-1-000-001-6450.000 Utilities Electric	650.33	425.00	225.33	3,825.00	2,167.06	5,100.00	-57.51
60-1-000-001-6451.000 Utilities Water	1,051.10	858.33	192.77	7,724.97	8,531.30	10,300.00	-17.17
60-1-000-001-6452.000 Utilities Gas	314.87	125.00	189.87	1,125.00	1,110.42	1,500.00	-25.97
60-1-000-001-6453.000 Utilities Sewer	1,442.85	858.33	584.52	7,724.97	11,689.39	10,300.00	13.49
Total Utilities	3,459.15	2,266.66	1,192.49	20,399.94	23,498.17	27,200.00	-13.61
TOTAL UTILITIES	3,459.15	2,266.66	1,192.49	20,399.94	23,498.17	27,200.00	-13.61
MAINTENANCE EXPENSES							
Maintenance Salaries							
60-1-000-001-6510.000 Maintenance Salaries	5,893.20	4,416.67	1,476.53	39,750.03	40,874.25	53,000.00	-22.88
60-1-000-001-6510.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6510.100 OT Maintenance	0.00	20.83	-20.83	187.47	176.97	250.00	-29.21
60-1-000-001-6510.200 Maint from Amps	0.00	20.83	-20.83	187.47	0.00	250.00	-100.00
60-1-000-001-6510.500 Maint. Employee Ben.	2,410.86	2,166.67	244.19	19,500.03	18,607.86	26,000.00	-28.43

Date:
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Knox County Housing Authority
INCOME STATEMENT - AHP, Prairieland
December, 2020

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Financial Expenses	3,699.65	1,878.08	1,821.57	16,902.72	19,000.55	22,537.00	-15.69
Amortization Expense							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Surplus Adjustments							
60-1-000-001-6010.000 Prior Yr Adj - PL	0.00	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	
Provision for Reserve							
60-1-000-001-7010.000 Provision For Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
Capital Expenditures							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Vandalism Expenditures							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	
Transfers In/Out							
60-1-000-001-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL MISCELLANEOUS EXPENSE	<u>3,699.65</u>	<u>1,878.08</u>	<u>1,821.57</u>	<u>16,902.72</u>	<u>19,000.55</u>	<u>22,537.00</u>	<u>-15.69</u>
TOTAL EXPENSES BEFORE DEPRECIATION	<u>35,569.05</u>	<u>27,767.24</u>	<u>7,801.81</u>	<u>249,905.16</u>	<u>240,008.22</u>	<u>333,207.00</u>	<u>-27.97</u>
NET REVENUE/EXPENSES (PROFIT)/LOSS	7,315.71	-899.02	8,214.73	-8,091.18	-17,741.57	-10,788.00	64.46
Depreciation Expense							
60-1-000-001-6600.000 Depreciation Expense	6,257.00	6,258.33	-1.33	56,324.97	56,313.00	75,100.00	-25.02
Total Depreciation Expense	6,257.00	6,258.33	-1.33	56,324.97	56,313.00	75,100.00	-25.02
TOTAL DEPRECIATION EXPENSE	<u>6,257.00</u>	<u>6,258.33</u>	<u>-1.33</u>	<u>56,324.97</u>	<u>56,313.00</u>	<u>75,100.00</u>	<u>-25.02</u>
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	13,572.71	5,359.31	8,213.40	48,233.79	38,571.43	64,312.00	-40.02
TOTAL BOND PAYMENT	4,075.35	0.00	4,075.35	0.00	19,874.45	0.00	

Knox County Housing Authority
BOARD - COCC CASH FLOW STATEMENT
December 31, 2020

COCC - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	54,554.81	54,166.67	388.14	499,924.98	650,000.00	-23.09
TOTAL OPERATING INCOME	54,554.81	54,166.67	388.14	499,924.98	650,000.00	-23.09
OPERATING EXPENSE						
Total Administration Expenses	84,794.82	49,770.83	35,023.99	517,094.57	597,250.00	-13.42
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	372.18	466.67	-94.49	2,878.49	5,600.00	-48.60
Total Maintenance Expenses	0.00	483.30	-483.30	29,418.80	5,800.00	407.22
Total Protective Expenses	0.00	0.00	0.00	4,784.06	0.00	
General Expenses	1,529.66	1,554.16	-24.50	13,766.94	18,650.00	-26.18
TOTAL ROUTINE OPERATING EXPENSES	86,696.66	52,274.96	34,421.70	567,942.86	627,300.00	-9.46
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	86,696.66	52,274.96	34,421.70	567,942.86	627,300.00	-9.46
NET REVENUE/-EXPENSE PROFIT/-LOSS	-32,141.85	1,891.71	-34,033.56	-68,017.88	22,700.00	-399.64
Total Depreciation Expense						
Total Depreciation Expense	45.00	50.00	-5.00	405.00	600.00	-32.50
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-32,186.85	1,841.71	-34,028.56	-68,422.88	22,100.00	-409.61

Knox County Housing Authority
BOARD - AMP001 CASH FLOW STATEMENT
December 31, 2020

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	75,052.56	65,790.60	9,261.96	614,937.82	789,487.00	-22.11
TOTAL OPERATING INCOME	75,052.56	65,790.60	9,261.96	614,937.82	789,487.00	-22.11
OPERATING EXPENSE						
Total Administration Expenses	28,909.12	25,909.99	2,999.13	246,021.73	310,920.00	-20.87
Total Tenant Service Expenses	76.94	41.67	35.27	615.52	500.00	23.10
Total Utility Expenses	9,110.69	7,916.67	1,194.02	61,307.17	95,000.00	-35.47
Total Maintenance Expenses	26,975.00	22,443.79	4,531.21	258,267.79	269,325.00	-4.11
Total Protective Service Expenses	2,842.24	458.33	2,383.91	7,442.02	5,500.00	35.31
General Expenses	6,266.78	5,938.26	328.52	62,534.48	71,259.00	-12.24
TOTAL ROUTINE OPERATING EXPENSES	74,180.77	62,708.71	11,472.06	636,188.71	752,504.00	-15.46
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-26,218.08	26,218.08	0.00	-314,617.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	74,180.77	36,490.63	37,690.14	636,188.71	437,887.00	45.29
NET REVENUE/EXPENSE PROFIT/-LOSS						
	871.79	29,299.97	-28,428.18	-21,250.89	351,600.00	-106.04
Total Depreciation Expense						
	14,500.00	29,300.00	-14,800.00	130,500.00	351,600.00	-62.88
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-13,628.21	-0.03	-13,628.18	-151,750.89	0.00	

Knox County Housing Authority
BOARD - AMP002 CASH FLOW STATEMENT
December 31, 2020

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	101,072.84	76,000.16	25,072.68	815,746.21	912,002.00	-10.55
TOTAL OPERATING INCOME	101,072.84	76,000.16	25,072.68	815,746.21	912,002.00	-10.55
OPERATING EXPENSE						
Total Administration Expenses	31,624.56	33,262.60	-1,638.04	282,386.00	399,151.00	-29.25
Total Tenant Service Expenses	0.00	740.00	-740.00	0.00	8,880.00	-100.00
Total Utility Expenses	944.12	1,709.17	-765.05	13,595.10	20,510.00	-33.71
Total Maintenance Expenses	39,572.43	38,569.14	1,003.29	432,451.92	462,830.00	-6.56
Total Protective Service Expenses	488.07	458.33	29.74	12,168.97	5,500.00	121.25
General Expenses	8,806.09	7,317.58	1,488.51	59,961.35	87,811.00	-31.72
TOTAL ROUTINE OPERATING EXPENSES	81,435.27	82,056.82	-621.55	800,563.34	984,682.00	-18.70
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-40,931.67	40,931.67	0.00	-491,180.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	81,435.27	41,125.15	40,310.12	800,563.34	493,502.00	62.22
NET REVENUE/EXPENSE PROFIT/-LOSS	19,637.57	34,875.01	-15,237.44	15,182.87	418,500.00	-96.37
Total Depreciation Expense						
Total Depreciation Expense	29,000.00	35,500.00	-6,500.00	261,000.00	426,000.00	-38.73
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-9,362.43	-624.99	-8,737.44	-245,817.13	-7,500.00	3,177.56

Knox County Housing Authority
BOARD - AMP003 CASH FLOW STATEMENT
December 31, 2020

BLUEBELL - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	19,828.09	20,418.92	-590.83	177,964.73	245,027.00	-27.37
TOTAL OPERATING INCOME	19,828.09	20,418.92	-590.83	177,964.73	245,027.00	-27.37
OPERATING EXPENSE						
Total Administration Expenses	6,988.40	8,116.41	-1,128.01	61,544.32	97,397.00	-36.81
Total Tenant Service Expenses	0.00	41.66	-41.66	19.39	500.00	-96.12
Total Utility Expenses	2,220.39	2,312.50	-92.11	14,622.09	27,750.00	-47.31
Total Maintenance Expenses	5,410.73	7,275.01	-1,864.28	73,248.81	87,300.00	-16.10
Total Protective Service Expenses	600.00	541.66	58.34	3,032.02	6,500.00	-53.35
General Expenses	2,793.83	3,067.33	-273.50	24,305.00	36,808.00	-33.97
TOTAL ROUTINE OPERATING EXPENSES	18,013.35	21,354.57	-3,341.22	176,771.63	256,255.00	-31.02
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	18,013.35	21,354.57	-3,341.22	176,771.63	256,255.00	-31.02
NET REVENUE/EXPENSE PROFIT/-LOSS						
	1,814.74	-935.65	2,750.39	1,193.10	-11,228.00	-110.63
Total Depreciation Expense						
Total Depreciation Expense	11,000.00	14,083.33	-3,083.33	99,000.00	169,000.00	-41.42
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-9,185.26	-15,018.98	5,833.72	-97,806.90	-180,228.00	-45.73

Knox County Housing Authority
BOARD - HCV CASH FLOW STATEMENT
December 31, 2020

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	9,197.50	9,430.25	-232.75	138,193.32	113,163.00	22.12
TOTAL ADMIN OPERATING INCOME	9,197.50	9,430.25	-232.75	138,193.32	113,163.00	22.12
OPERATING EXPENSES						
Total Admin Expenses	10,428.52	8,345.84	2,082.68	77,305.32	100,150.00	-22.81
Total Fees Expenses	3,939.00	3,953.00	-14.00	32,526.00	47,436.00	-31.43
Total General Expenses	640.75	825.00	-184.25	33,581.12	9,900.00	239.20
TOTAL OPERATING EXPENSES	15,008.27	13,123.84	1,884.43	143,412.44	157,486.00	-8.94
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	15,008.27	13,123.84	1,884.43	143,412.44	157,486.00	-8.94
NET REVENUE PROFIT/-LOSS	-5,810.77	-3,693.59	-2,117.18	-5,219.12	-44,323.00	-88.22
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	
NET REVENUE w/Deprecitation PROFIT/-LOSS	-5,810.77	-3,693.59	-2,117.18	-5,219.12	-44,323.00	-88.22

HAP - OPERATING STATEMENT

HAP INCOME						
Total Income	76,958.00	77,468.75	-510.75	660,209.00	929,625.00	-28.98
TOTAL HAP INCOME	76,958.00	77,468.75	-510.75	660,209.00	929,625.00	-28.98
HAP EXPENSES						
Total HAP Expenses	77,683.00	78,635.66	-952.66	682,532.00	943,628.00	-27.67
Total General HAP Expenses	-2.30	41.67	-43.97	290.51	500.00	-41.90
TOTAL HAP EXPENSES	77,680.70	78,677.33	-996.63	682,822.51	944,128.00	-27.68
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
REMAINING HAP from RESERVE +/-LOSS	-722.70	-1,208.58	485.88	-22,613.51	-14,503.00	55.92

Knox County Housing Authority
BOARD - BRENTWOOD CASH FLOW STATEMENT
December 31, 2020

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	33,910.54	33,566.68	343.86	297,282.55	402,800.00	-26.20
TOTAL OPERATING INCOME	33,910.54	33,566.68	343.86	297,282.55	402,800.00	-26.20
OPERATING EXPENSE						
Total Administration Expenses	7,925.37	4,616.65	3,308.72	40,350.85	55,400.00	-27.16
Total Fee Expenses	5,860.17	5,911.00	-50.83	52,755.33	70,932.00	-25.63
Total Utilities Expenses	2,821.26	2,241.66	579.60	22,103.39	26,900.00	-17.83
Total Maintenance Expenses	10,426.71	15,665.43	-5,238.72	82,366.60	187,985.00	-56.18
Total Taxes & Insurance Expense	2,782.68	2,883.83	-101.15	25,560.99	34,606.00	-26.14
Total Financial Expenses	3,699.66	1,878.17	1,821.49	19,000.60	22,538.00	-15.70
TOTAL ROUTINE OPERATING EXPENSE	33,515.85	33,196.74	319.11	242,137.76	398,361.00	-39.22
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	33,515.85	33,196.74	319.11	242,137.76	398,361.00	-39.22
NET REVENUE PROFIT/-LOSS						
	394.69	369.94	24.75	55,144.79	4,439.00	1,142.28
Total Depreciation Expense						
	8,000.00	7,500.00	500.00	72,000.00	90,000.00	-20.00
NET REVENUE w/Depreciation PROFIT/-LOSS	-7,605.31	-7,130.06	-475.25	-16,855.21	-85,561.00	-80.30

Knox County Housing Authority
BOARD - PRAIRIELAND CASH FLOW STATEMENT
December 31, 2020

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	28,253.34	28,666.26	-412.92	257,749.79	343,995.00	-25.07
TOTAL OPERATING INCOME	28,253.34	28,666.26	-412.92	257,749.79	343,995.00	-25.07
OPERATING EXPENSE						
Total Administration Expenses	8,802.62	4,533.32	4,269.30	40,709.17	54,400.00	-25.17
Total Fee Expenses	5,435.52	5,336.00	99.52	47,925.95	64,032.00	-25.15
Total Utilities Expenses	3,459.15	2,266.66	1,192.49	23,498.17	27,200.00	-13.61
Total Maintenance Expenses	11,880.19	11,089.18	791.01	85,687.37	133,070.00	-35.61
Total Taxes & Insurance Expense	2,291.92	2,664.00	-372.08	23,187.01	31,968.00	-27.47
Total Financial Expenses	3,699.65	1,878.08	1,821.57	19,000.55	22,537.00	-15.69
TOTAL ROUTINE OPERATING EXPENSE	35,569.05	27,767.24	7,801.81	240,008.22	333,207.00	-27.97
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	35,569.05	27,767.24	7,801.81	240,008.22	333,207.00	-27.97
NET REVENUE PROFIT/-LOSS						
	-7,315.71	899.02	-8,214.73	17,741.57	10,788.00	64.46
Total Depreciation Expense						
	6,257.00	6,258.33	-1.33	56,313.00	75,100.00	-25.02
NET REVENUE w/Depreciation PROFIT/-LOSS	-13,572.71	-5,359.31	-8,213.40	-38,571.43	-64,312.00	-40.02

Knox County Housing Authority
BOARD - LOW RENT CASH FLOW STATEMENT
December 31, 2020

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	250,508.30	216,376.35	34,131.95	2,088,740.74	2,596,516.00	-19.56
TOTAL OPERATING INCOME	250,508.30	216,376.35	34,131.95	2,088,740.74	2,596,516.00	-19.56
OPERATING EXPENSE						
Total Administration Expenses	152,316.90	117,059.83	35,257.07	1,107,046.62	1,404,718.00	-21.19
Total Tenant Service Expenses	76.94	823.33	-746.39	634.91	9,880.00	-93.57
Total Utility Expenses	12,647.38	12,405.01	242.37	92,402.85	148,860.00	-37.93
Total Maintenance Expenses	71,958.16	68,771.24	3,186.92	793,387.32	825,255.00	-3.86
Total Protective Service Expenses	3,930.31	1,458.32	2,471.99	27,427.07	17,500.00	56.73
General Expenses	19,396.36	17,877.33	1,519.03	160,567.77	214,528.00	-25.15
TOTAL ROUTINE OPERATING EXPENSES	260,326.05	218,395.06	41,930.99	2,181,466.54	2,620,741.00	-16.76
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-67,149.75	67,149.75	0.00	-805,797.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	260,326.05	151,245.31	109,080.74	2,181,466.54	1,814,944.00	20.19
NET REVENUE/EXPENSE PROFIT/-LOSS						
	-9,817.75	65,131.04	-74,948.79	-92,725.80	781,572.00	-111.86
Total Depreciation Expense						
Total Depreciation Expense	54,545.00	78,933.33	-24,388.33	490,905.00	947,200.00	-48.17
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-64,362.75	-13,802.29	-50,560.46	-583,630.80	-165,628.00	252.37

Knox County Housing Authority
BOARD - AHP CASH FLOW STATEMENT
December 31, 2020

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	62,163.88	62,232.94	-69.06	555,032.34	746,795.00	-25.68
TOTAL OPERATING INCOME	62,163.88	62,232.94	-69.06	555,032.34	746,795.00	-25.68
OPERATING EXPENSE						
Total Administration Expenses	16,727.99	9,149.97	7,578.02	81,060.02	109,800.00	-26.17
Total Fee Expenses	11,295.69	11,247.00	48.69	100,681.28	134,964.00	-25.40
Total Utilities Expenses	6,280.41	4,508.32	1,772.09	45,601.56	54,100.00	-15.71
Total Maintenance Expenses	22,306.90	26,754.61	-4,447.71	168,053.97	321,055.00	-47.66
Total Taxes & Insurance Expense	5,074.60	5,547.83	-473.23	48,748.00	66,574.00	-26.78
Total Financial Expenses	7,399.31	3,756.25	3,643.06	38,001.15	45,075.00	-15.69
TOTAL ROUTINE OPERATING EXPENSE	69,084.90	60,963.98	8,120.92	482,145.98	731,568.00	-34.09
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	69,084.90	60,963.98	8,120.92	482,145.98	731,568.00	-34.09
NET REVENUE PROFIT/-LOSS						
	-6,921.02	1,268.96	-8,189.98	72,886.36	15,227.00	378.67
Total Depreciation Expense						
	14,257.00	13,758.33	498.67	128,313.00	165,100.00	-22.28
NET REVENUE w/Depreciation PROFIT/-LOSS	-21,178.02	-12,489.37	-8,688.65	-55,426.64	-149,873.00	-63.02

Knox County Housing Authority
CLAIMS REPORT - LOW RENT
December, 2020

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	34,121.92	22,326.15	11,795.77	234,141.62
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	16,376.25	16,034.43	341.82	151,089.91
Administrative Expenses	870.25	1,080.93	-210.68	12,650.76
Tenant Services	76.94	124.34	-47.40	615.52
Utilities	9,110.69	8,917.58	193.11	61,307.17
Maintenance Supplies/Contracts	7,412.74	5,040.78	2,371.96	113,904.05
Mileage	0.00	0.00	0.00	0.00
General Expenses	6,266.78	5,692.10	574.68	62,534.48
Non-Routine Expense	0.00	0.00	0.00	0.00
TOTAL MOON TOWERS CLAIMS	74,235.57	59,216.31	15,019.26	636,243.51
AMP002 - FAMILY				
Salaries	47,508.66	39,437.36	8,071.30	372,599.35
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	18,148.42	16,949.74	1,198.68	172,246.27
Administrative Expenses	1,394.49	843.83	550.66	14,156.06
Tenant Services	0.00	0.00	0.00	0.00
Utilities	944.12	2,448.11	-1,503.99	13,595.10
Maintenance Supplies/Contracts	4,236.02	18,148.39	-13,912.37	166,120.32
Mileage	0.00	0.00	0.00	0.00
General Expenses	8,806.09	7,294.07	1,512.02	59,961.35
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	81,037.80	85,121.50	-4,083.70	798,678.45
AMP003 - BLUEBELL				
Salaries	6,834.93	4,737.78	2,097.15	50,540.32
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,764.93	4,539.50	225.43	42,855.09
Administrative Expenses	604.27	330.38	273.89	5,741.62
Tenant Services	0.00	0.00	0.00	19.39
Utilities	2,220.39	2,690.29	-469.90	14,622.09
Maintenance Supplies/Contracts	795.00	2,655.63	-1,860.63	38,688.12
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,793.83	2,663.11	130.72	24,305.00
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	18,013.35	17,616.69	396.66	176,771.63
COCC				
Salaries	66,738.84	36,581.75	30,157.09	443,252.68
Employee W/H Payments	-185.49	41.73	-227.22	-2,936.25
Management Fees	0.00	0.00	0.00	0.00
Administrative Expenses	18,055.98	6,275.22	11,780.76	74,051.53
Tenant Services	0.00	0.00	0.00	0.00
Utilities	372.18	377.39	-5.21	2,878.49
Maintenance Supplies/Contracts	0.00	62.22	-62.22	33,993.22
Mileage	0.00	0.00	0.00	0.00
General Expenses	1,529.66	1,339.04	190.62	13,766.94
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	86,511.17	44,677.35	41,833.82	565,006.61
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	155,204.35	103,083.04	52,121.31	1,100,533.97
Employee W/H Payments	-185.49	41.73	-227.22	-2,936.25
Management Fees	39,289.60	37,523.67	1,765.93	366,191.27
Administrative Expenses	21,322.46	8,534.15	12,788.31	108,484.86
Tenant Services	76.94	124.34	-47.40	634.91
Utilities	12,647.38	14,433.37	-1,785.99	92,402.85
Maintenance Supplies	12,443.76	25,907.02	-13,463.26	352,705.71
Mileage	0.00	0.00	0.00	0.00
General Expenses	19,396.36	16,988.32	2,408.04	160,567.77
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL LOW RENT CLAIMS	260,195.36	206,635.64	53,559.72	2,178,585.09

Knox County Housing Authority
CLAIMS REPORT - AHP / HCV
December, 2020

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	15,799.32	9,749.36	6,049.96
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,860.17	5,500.03	360.14
Administrative Expenses	425.27	464.45	-39.18
Utilities	2,821.26	1,939.75	881.51
Maintenance Supplies/Contracts	2,122.49	34,623.46	-32,500.97
Tax & Insurance Expenses	2,782.68	2,944.47	-161.79
Finacial Expenses	3,699.66	1,952.66	1,747.00
TOTAL BRENTWOOD CLAIMS	33,510.85	57,174.18	-23,663.33
PRAIRIELAND			
Salaries	15,799.04	9,749.17	6,049.87
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,435.52	5,253.76	181.76
Administrative Expenses	1,306.64	689.89	616.75
Utilities	3,459.15	2,576.55	882.60
Maintenance Supplies/Contracts	3,576.13	2,623.90	952.23
Taxes & Insurance Expenses	2,291.92	2,735.62	-443.70
Financial Expenses	3,699.65	1,952.66	1,746.99
TOTAL PRAIRIELAND CLAIMS	35,568.05	25,581.55	9,986.50
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	31,598.36	19,498.53	12,099.83
Employee W/H Payments	0.00	0.00	0.00
Management Fees	11,295.69	10,753.79	541.90
Administrative Expenses	1,731.91	1,154.34	577.57
Utilities	6,280.41	4,516.30	1,764.11
Maintenance Supplies	5,698.62	37,247.36	-31,548.74
Taxes & Insurance Expenses	5,074.60	5,680.09	-605.49
Financial Expenses	7,399.31	3,905.32	3,493.99
TOTAL AHP CLAIMS	69,078.90	82,755.73	-13,676.83
HOUSING CHOICE VOUCHER - HCV			
Salaries	9,831.13	7,042.05	2,789.08
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,939.00	3,568.50	370.50
Administrative Expenses	597.39	547.59	49.80
General Expense-Admin	640.75	789.08	-148.33
Total HCV Expenses	15,008.27	11,947.22	3,061.05
HAP Expenses	77,683.00	73,639.00	4,044.00
General Expenses	-2.30	31.10	-33.40
Total HAP Expenses	77,680.70	73,670.10	4,010.60
TOTAL HCV CLAIMS	92,688.97	85,617.32	7,071.65

Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
December, 2020

	Current Period	Last Year Same	Current Year	Cumulative
CFG 2021 -				
Admin / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2021 CLAIMS	0.00	0.00	0.00	0.00
CFG 2020 - \$1,168,267				
Admin. / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2020 CLAIMS	0.00	0.00	0.00	0.00
CFG 2019 - \$1,083,874				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	8,800.00	0.00	16,700.00	25,435.00
TOTAL CFG 2019 CLAIMS	8,800.00	0.00	16,700.00	325,435.00
TOTAL CFG GRANT(S) CLAIMS	8,800.00	0.00	16,700.00	325,435.00

Knox County Housing Authority
CLAIMS REPORT TOTALS
December, 2020

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
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<u>LOW RENT</u>				
AMP001 - MOON TOWERS	74,180.77	59,216.31	14,964.46	636,188.71
AMP002 - FAMILY	81,435.27	85,125.29	-3,690.02	800,563.34
AMP003 - BLUEBELL	18,013.35	17,616.69	396.66	176,771.63
COCC	86,511.18	44,677.36	41,833.82	565,006.70
TOTAL LOW RENT	260,140.57	206,635.65	53,504.92	2,178,530.38
<u>A.H.P.</u>				
BRENTWOOD	33,515.85	57,174.18	-23,658.33	242,137.76
PRAIRIELAND	35,569.05	25,581.55	9,987.50	240,008.22
TOTAL A.H.P.	69,084.90	82,755.73	-13,670.83	482,145.98
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	15,008.27	11,947.22	3,061.05	116,341.44
TOTAL HCV	15,008.27	11,947.22	3,061.05	116,341.44
<u>GRANTS</u>				
CAPITAL FUND GRANT 2021	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2020	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT 2019	8,800.00	0.00	8,800.00	16,700.00
TOTAL GRANTS	8,800.00	0.00	8,800.00	16,700.00
<hr/>				
TOTAL CLAIMS FOR MONTH	353,033.74	301,338.60	51,695.14	2,793,717.80

RESOLUTION 2021-01

1/26/2021

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2020

Article I. Background

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

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

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

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

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve the presented debts in the amount of \$18,763.47 effective for the period ending December 31, 2020.

RESOLUTION 2021-01

1/26/2020

Board of Commissioners

Derek Antoine, Executive Director

Approval of Bad Debt Charge-Offs for the period ending December 31, 2020.

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 \$18,763.47 for the period ending December 31, 2020.
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, 2020.

RESOLVED: January 26, 2021

Lomac Payton, Chairperson

Jared Hawkinson, Vice-Chairperson

Wayne Allen, Commissioner

Paul Stewart, Commissioner

Vacant, Resident Commissioner

Sara Robison, Commissioner

Joseph Riley, Commissioner

Derek Antoine, Secretary/Executive Director (Attest)

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2020

Moon Towers' 3rd Qtr FYE 2021 Bad Debt Write-Offs

First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Carol	Leihenseider	MT015-14	\$718.71	
Yvonne	Bell	MT031-15	\$384.50	
Colton	Sexton	MT179-13	\$164.49	
Taydem	Devlin	MT189-15	\$203.00	

Moon Towers' 3rd Qtr Bad Debt Write-Off Total \$1,470.70

Family's 3rd Qtr FYE 2021 Bad Debt Write-Offs

First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Tia	Payne	BRE F10-2	\$450.32	
Tsitsi	Kapekako	BRE D1-	\$1,223.20	
Carson	Loretta	BRE G1-6	\$15.00	
Grace	Chelsea	PRA 16-2	\$8.00	

Family's 3rd Qtr Bad Debt Write-Off Total \$1,696.52

Bluebell's 3rd Qtr FYE 2021 Bad Debt Write-Offs

First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Tabatha	Wisdom	BB444-8	\$3,791.25	

Bluebell's 3rd Qtr Bad Debt Write-Off Total \$3,791.25

Housing Choice Voucher's 3rd Qtr FYE 2020 Bad Debt Write-Offs

First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
			\$0.00	

HCV 3rd Qtr Bad Debt Write-Off Total \$0.00

AHP 3rd Qtr FYE 2021 Bad Debt Write-Offs

First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Marcresha	Jenkins	BRE F10-2	\$1,626.00	
Patricia	Davis	BRE D1-	\$4,633.00	
Jennifer	Stoner	BRE G1-6	\$48.00	
Chanda	Rice	PRA 16-2	\$400.00	
Charisma	Thomas	PRA 7-1	\$4,459.00	
Jelicija	Campbell	PRA 5-6	\$639.00	

AHP 3rd Qtr Bad Debt Write-Off Total \$11,805.00

Total 3rd Qtr FYE 2021 Bad Debt Write-Offs \$18,763.47



EXECUTIVE DIRECTOR REPORT

JANUARY 2021

**REGULAR MEETING
KCHA BOARD OF COMMISSIONERS**

Tuesday, January 26, 2021

Zoom Virtual Conference

255 W. Tompkins St.

Galesburg, IL 61401

knoxcountyhousing.org



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



EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

COMMISSIONER COMPLIANCE REPORT

Commissioner Training and Development

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

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

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

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

EXECUTIVE SUMMARY

Commissioner Governance/Compliance

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

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

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

CY 2020	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	%
Payton, Lomac (C)		1	1	1	1		1		1	1	1		66.7%
Hawkinson, Jared (VC)	1	1	1	1		1	1	1	1	1	1	1	91.7%
Allen, Wayne			1		1	1		1		1	1	1	58.3%
Stewart, Paul H.	1				1	1	1	1	1	1		1	66.7%
Res. Commissioner	1		1	1	1	1		1	1	1	1		75.0%
Robison, Sara	1	1	1	1	1	1	1	1	1		1	1	91.7%
Riley, Joseph	1	1	1		1	1	1	1	1		1	1	83.3%
Antoine, Derek (ED)	1	1	1	1	1	1	1	1	1	1	1	1	100.0%

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

Board Governance Survey Status	REQ	KCHA	RESULT
Does the Board have the required number of members?	7	6	Fails Requirement
Does the Board include a participant of KCHA programs?	YES	NO	Fails Requirement
Number of Board meetings:	12	12	Meets requirement
Average meeting attendance:	80.0	79.2%	Fails Requirement
Methods of disseminating information about Board meetings and minutes.	YES	YES	Meets requirement
Role of Board in evaluating Executive Director performance and compensation	YES	YES	Meets requirement
Role of Board in reviewing financial statements/PHA's financial health.	YES	YES	Meets Requirement
Timeliness of budget adoption by Board.	3/31	3/31	Meets requirement
Are the results of quality control testing communicated to the Board?	YES	YES	Meets requirement

EXECUTIVE SUMMARY

FINANCIAL SUMMARY

Administration

- Central Office Cost Center (COCC)
 - Reports negative revenues for both the month and FYE
 - Adequate cash reserve position

Public Housing Program

- Moon Towers
 - Reports positive revenues for both the month and FYE
 - Adequate cash reserve position
- Family Sites
 - Reports positive revenues for both the month and FYE
 - Adequate cash reserve position
- Bluebell Tower
 - Reports negative revenue for the month, and positive revenue for FYE
 - Adequate cash reserve position

Housing Choice Voucher Program

- HAP utilization for CYE 2020 is at 94.33%. Utilization is the indicator of an agency's efficiency in spending allocated HAP dollars, thus a measure of how effective an agency is at housing the maximum number of families possible. The goal is 98.0% utilization of allocated HAP (housing assistance payments) plus any agency NRP (net-restricted position).
- Voucher increases for November and December 2020 positively impacted HAP utilization rates, though the program fell short of the 98.0% program expectation for CYE 2020.

Affordable Housing Preservation

- Brentwood Manor
 - Reports positive revenues for both the month and FYE
 - Adequate cash reserve position
- Prairieland Townhouse Apartments
 - Reports negative revenue for the month and positive revenue for FYE
 - Adequate cash reserve position

EXECUTIVE SUMMARY

GRANT STATUS/PERFORMANCE

2020 CFP Grant IL01P08550120

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

CFP Budget by Line Item

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

CFP Planned Work Items

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

Due to the COVID-19 pandemic, agency capital fund operations have been limited to planning for the 2020 CFP grant. 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 must be 90% obligated (contracts for work signed) by 04/15/2022 and must be fully expended by 04/15/2024.

EXECUTIVE SUMMARY

2019 CFP Grant IL01P08550119

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

CFP Budget by Line Item

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

CFP Planned Work Items

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

The vast majority of the 2019 CFP is allocated for Phase 3 of the 504 Modernization Project, which began in 2018. Phase II brought about the new construction of six new units and modernization of two existing units at the Family Sites. Phase 3 of this project focuses on community and office spaces.

Soft costs for Phase III of the 504 Modernization project will be applied to the 2019 grant for the month of December 2020. Preliminary design work has begun for the 2BR renovations at the scattered Family Sites.

A solicitation for Phase 3 construction was issued on January 14, 2021, with a pre-bid conference scheduled for January 26. Bid submissions are due February 9 and will come before the Board for selection and approval at the regular February meeting.

CFP Grant IL01P08550118 must be 90% obligated (contracts for work signed) by 04/15/2021 and must be fully expended by 04/15/2023.

EXECUTIVE SUMMARY

POLICY/OPERATIONS

HUD Notice PIH 2020-33 "COVID-19 Statutory and Regulatory Waivers and Alternative Requirements for the Public Housing, Housing Choice Voucher (including Mainstream and Mod Rehab), Indian Housing Block Grant and Indian Community Development Block Grant programs, Suspension of Public Housing Assessment System and Section Eight Management Assessment Program, Revision 2" was issued on 11/30/2020, and basically details the availability of extension to the waivers discussed originally in PIH 2020-05 and PIH 2020-13.

COVID-19 Operations/Update

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

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

As of January 9, 2021, Governor J.B. Pritzker's administration extended a version of the statewide ban on residential evictions until February 6, 2021. The November eviction moratorium provided protection only to those tenants or residents that are "Covered Persons." A "Covered Person" is one who meets all four of the following metrics: (1) the individual either (i) expects to earn no more than \$99,000 in annual income for Calendar Year 2020 (or no more than \$198,000 if filing a joint tax return), (ii) was not required to report any income in 2019 to the U.S. Internal Revenue Service, or (iii) received an Economic Impact Payment pursuant to Section 2001 of the CARES Act;" and is (2) "unable to make a full rent or housing payment due to a COVID-19 related hardship including, but not limited to, substantial loss of income, loss of compensable hours of work or wages, or an increase in out-of-pocket expenses directly related to the COVID-19 pandemic;" and (3) "the individual is using best efforts to make timely partial payments that are as close to the full payment as the individual's circumstances may permit, taking into account other Non-Discretionary Expenses;" and (4) eviction would likely render the individual homeless. Landlords must give tenants an opportunity to demonstrate that they

EXECUTIVE SUMMARY

meet this four-part test. Specifically, landlords must provide a Declaration form to the resident or tenant at least five days prior to the notice of termination of tenancy. If the tenant can establish that he/she/they meet all four requirements of the Covered Person test, the eviction case will fail unless the "person poses a direct threat to the health and safety of other tenants or an immediate and severe risk to property."

However, the November order (as incorporated by the December order) directs law enforcement to delay enforcement of valid eviction orders "unless the tenant, lessee, sub-lessee, or resident of the residential property has been found to pose a direct threat to the health and safety of other tenants or an immediate and severe risk to property." The executive orders explain that evictions necessitate in-person interactions between residents, law enforcement, movers, and the family or friends that take the evicted renters into their homes. The continued pause on residential evictions is intended to avoid those in-person interactions, and, in doing so, slow the spread of the virus.

The Illinois eviction moratorium prohibits the filing of residential eviction actions and the enforcement of residential evictions until February 6, 2021. Previous executive orders related to the filing of evictions in Illinois, such as Executive Order 2020-55, also clarified that nothing in the moratorium shall be construed to relieve renters of their obligations to make rent payments or otherwise comply with their leases.

On September 1, 2020, the Centers for Disease Control issued a temporary eviction moratorium through the end of the calendar year with sweeping protections for certain renters nationwide. The CDC's order extends to all residential properties (regardless of whether they are secured by federally backed mortgages) that are occupied by renters who meet certain income thresholds, have applied for government assistance, have lost income due to the pandemic, and would be rendered homeless if evicted. Renters must sign a declaration in order to qualify for said relief. The CDC order does not apply to jurisdictions like Knox County that have a state moratorium in place on residential evictions that provides the same or greater level of public-health protection than the CDC's order. However, if Governor Pritzker decides not to renew the Illinois moratorium after it elapses in mid-February, the CDC's moratorium will provide a stopgap for renters until it lapses as well.

The agency is involved with discussions to properly classify public housing authorities under the Illinois Department of Public Health's (IDPH) COVID-19 vaccination plan. Currently, PHAs aren't specifically listed in the plan, which has led to subjective classifications by local health departments statewide. The Knox County Health Department has currently advised the KCHA would at the earliest be classified in Phase 1c of the vaccination plan, though that designation is not official as there has been no clear direction from the IDPH.

It is our estimation PHA employees should be classified under Phase 1b, and thus eligible for the vaccine as of January 18, 2021. The "Restore Illinois Vaccine Distribution: Phases 1A and 1B" (attached), states that Phase 1b applies to frontline essential workers which includes, but is not limited to, the following occupations: first responders: Fire, law enforcement, 911 workers, security personnel, school officers, education (teachers, principals, student support, student aids, day care workers), food and

EXECUTIVE SUMMARY

agriculture (processing, plants, veterinary health, livestock services, animal care), manufacturing (industrial production of good for distribution to retail, wholesale or other manufactures), corrections workers and inmates, USPS workers, public transit workers, grocery store workers, and shelters and day care staff. Illinois Executive Order 2020-10 identifies “human services operations” and “residential facilities” as essential businesses and operations. Public housing authorities are human service operations which provide housing services to low-income families. Our employees have daily exposure to a population demographic known to be disproportionately high for the transmission and spread of COVID-19.

The KCHA is working with the Illinois Association of Housing Authorities (IAHA) to lobby the IDPH for the expeditious and accurate classification of public housing authorities under its vaccination plan.

LEGISLATIVE/ADVOCACY

No report this period.

PUBLIC RELATIONS

No report this period.

STRATEGIC PLANNING

No report this period.

PUBLIC HOUSING PROGRAM

PUBLIC HOUSING PROGRAM

OCCUPANCY

OCCUPANCY UNIT DAYS	CURRENT PERIOD				YEAR-TO-DATE			
	UDA	UDL	OCC %	VAC %	UDA	UDL	OCC %	VAC %
Moon Towers	5,487	5,450	99.33%	0.67%	48,675	48,297	99.22%	0.78%
Family Sites	5,983	5,913	98.83%	1.17%	53,075	52,176	98.31%	1.69%
Bluebell Tower	1,581	1,554	98.29%	1.71%	14,025	13,819	98.53%	1.47%
TOTAL PUBLIC HOUSING	13,051	12,917	98.97%	1.03%	115,775	114,292	98.72%	1.28%

OCCUPANCY UNIT MONTHS	CURRENT PERIOD				YEAR-TO-DATE			
	UMA	UML	OCC %	VAC %	UMA	UML	OCC %	VAC %
Moon Towers	177	177	100.00%	0.00%	1,593	1,593	100.00%	0.00%
Family Sites	193	193	100.00%	0.00%	1,737	1,737	100.00%	0.00%
Bluebell Tower	51	51	100.00%	0.00%	459	459	100.00%	0.00%
TOTAL PUBLIC HOUSING	421	421	100.00%	0.00%	3,789	3,789	100.00%	0.00%

OCCUPANCY UNIT TURNAROUND	CP	CURRENT PERIOD				YEAR-TO-DATE			
	YTD	DOWN	MAINT.	LEASING	TOTAL	DOWN	MAINT.	LEASING	TOTAL
Moon Towers	2	0	19	46	65	14	352	84	450
Average Days	34	0.00	9.50	23.00	32.50	0.41	10.35	2.47	13.24
Family Sites	3	12	27	80	119	253	179	493	925
Average Days	32	4.00	9.00	26.67	39.67	7.91	5.59	15.41	28.90
Bluebell Tower	3	0	54	1	55	4	220	27	251
Average Days	14	0.00	18.00	0.33	18.33	0.29	15.71	1.93	17.93
TOTAL PUBLIC HOUSING	8	12	100	127	239	271	751	604	1626
Average Days	80	1.50	12.50	15.88	29.88	3.39	9.38	7.55	20.32

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

PUBLIC HOUSING PROGRAM

FINANCIAL ANALYSIS

FINANCIAL INCOME/EXPENSE	CURRENT PERIOD			YEAR-TO-DATE		
	ACTUAL	BUDGET	%	ACTUAL	BUDGET	%
Moon Towers						
Income	\$ 75,052.56	\$ 65,790.60	114.1%	\$ 674,750.35	\$ 592,115.40	114.0%
Expense	\$ 74,180.77	\$ 62,708.71	118.3%	\$ 636,188.71	\$ 564,378.39	112.7%
Revenue/(LOSS)	\$ 871.79	\$ 3,081.89	28.3%	\$ 38,561.64	\$ 27,737.01	139.0%
Family Sites						
Income	\$ 101,072.84	\$ 76,000.16	133.0%	\$ 930,684.24	\$ 684,001.44	136.1%
Expense	\$ 81,435.27	\$ 82,056.82	99.2%	\$ 800,536.34	\$ 738,511.38	108.4%
Revenue/(LOSS)	\$ 19,637.57	\$ (6,056.66)	324.2%	\$ 130,147.90	\$ (54,509.94)	238.8%
Bluebell Tower						
Income	\$ 19,828.09	\$ 20,418.92	97.1%	\$ 185,819.25	\$ 183,770.28	101.1%
Expense	\$ 18,013.35	\$ 21,354.57	84.4%	\$ 176,771.63	\$ 192,191.13	92.0%
Revenue/(LOSS)	\$ 1,814.74	\$ (935.65)	-194.0%	\$ 9,047.62	\$ (8,420.85)	-107.4%
TOTAL PUBLIC HOUSING						
Income	\$ 195,953.49	\$ 162,209.68	120.8%	\$ 1,791,253.84	\$ 1,459,887.12	122.7%
Expense	\$ 173,629.39	\$ 166,120.10	104.5%	\$ 1,613,496.68	\$ 1,495,080.90	107.9%
Revenue/(LOSS)	\$ 22,324.10	\$ (3,910.42)	-570.9%	\$ 177,757.16	\$ (35,193.78)	-505.1%

FINANCIAL POSITION	YEAR-TO-DATE					
	CASH POSITION	MIN. RESERVE	MENAR	RENT CO.	A/R	TAR
Moon Towers	\$ 500,693.65	\$ 282,750.54	7.08	100.02%	\$ 11,908.82	3.92%
Family Sites	\$ 466,822.75	\$ 355,805.93	5.25	123.09%	\$ 43,590.13	23.74%
Bluebell Tower	\$ 170,606.67	\$ 78,565.17	8.69	98.63%	\$ 7,284.13	4.51%

PUBLIC HOUSING PROGRAM

MAINTENANCE REPORT

MAINTENANCE ROUTINE WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	COM	% COM	DAYS	AVG.	REQ	COM	%	DAYS	AVG.
Moon Towers	0	0	100.0%	0	0.00	84	78	92.9%	106	1.36
Family Sites	65	65	100.0%	10	0.15	473	471	99.6%	564	1.20
Bluebell Tower	2	2	100.0%	4	2.00	83	82	98.8%	34	0.41
TOTAL PUBLIC HOUSING	67	67	100.0%	14	0.21	640	631	98.6%	704	1.12

MAINTENANCE EMERGENCY WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	< 24	% < 24	< 72	% < 72	REQ	< 24	% < 24	< 72	% < 72
Moon Towers	14	14	100.00%	14	100.00%	115	115	100.00%	115	100.00%
Family Sites	12	12	100.00%	12	100.00%	82	81	98.78%	82	100.00%
Bluebell Tower	4	4	100.00%	4	100.00%	42	42	100.00%	33	78.57%
TOTAL PUBLIC HOUSING	30	30	100.00%	30	100.00%	239	238	99.58%	230	96.23%

MAINTENANCE ANNUAL INSPECTIONS	YEAR-TO-DATE									
	SITE	EXT	SYST	COM	UNIT	TOTAL	% DONE	% REM	W.O.	RESOLVE
Moon Towers	8	8	24	88	0	128	9.23%	90.77%	0	100.0%
Family Sites	0	0	0	0	0	0	0.0%	100.00%	0	100.0%
Bluebell Tower	9	8	10	17	0	44	21.5%	78.50%	0	100.0%
TOTAL PUBLIC HOUSING	17	16	34	105	0	172	10.24%	89.76%	0	100.0%

MAINTENANCE COSTS	YEAR-TO-DATE								
	COST - UNIT		BILLED - UNIT		%	COST - TOTAL		PUM	
Moon Towers	\$	38,215.25	\$	2,778.50	7.3%	\$	258,002.95	\$	161.96
Family Sites	\$	68,106.21	\$	10,352.05	15.2%	\$	432,645.74	\$	245.26
Bluebell Tower	\$	10,647.27	\$	564.50	4.9%	\$	70,792.73	\$	154.23
TOTAL PUBLIC HOUSING	\$	11,541.86	\$	13,695.05	118.7%	\$	761,441.42	\$	199.54

PUBLIC HOUSING PROGRAM

MANAGEMENT OPERATIONS

MANAGEMENT PRACTICES	YEAR-TO-DATE				
	APP & MARKET	CSSR %	EIV %	FILE REVIEWS	FR ISSUES %
Moon Towers	92.9%	100.0%	11.1%	0.0%	0.0%
Family Sites	75.24%	100.00%	8.3%	25.5%	98.0%
Bluebell Tower	97.1%	100.0%	11.1%	7.8%	100.0%

MANAGEMENT PEST CONTROL	CURRENT									
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF	# TRT	% TRT
Moon Towers	25	36	0	0	0	61	177	34.46%	61	100.00%
Family Sites	0	19	0	0	0	19	196	9.69%	19	100.00%
Bluebell Tower	0	0	0	0	0	0	51	0.00%	0	100.00%
TOTAL PUBLIC HOUSING	25	55	0	0	0	80	424	18.87%	80	100.00%

MANAGEMENT PEST CONTROL	YEAR-TO-DATE							
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF
Moon Towers	39	36	0	0	0	75	177	42.37%
Family Sites	3	29	0	0	0	32	196	16.33%
Bluebell Tower	2	1	0	0	0	3	51	5.88%
TOTAL PUBLIC HOUSING	44	66	0	0	0	110	424	25.94%

PUBLIC HOUSING PROGRAM

CRIME REPORTING

SAFETY/SECURITY REPORTED CRIMES	VIOLENT CRIMES			THEFT			OTHER CRIMES		
	ASS/BAT	MUR	SEX	BURG	ROB	THEFT	DRUG	PROP	OTHER
Moon Towers	1	0	0	0	0	7	2	0	109
Family Sites	31	0	0	4	0	7	1	4	202
Bluebell Tower	0	0	0	0	0	0	0	0	1
TOTAL PUBLIC HOUSING	32	0	0	4	0	14	3	4	312

SAFETY/SECURITY CRIME RATES	VIOLENT CRIMES			THEFT CRIMES			DRUG CRIMES		
	KCHA	GBURG	KNOXCO	KCHA	GBURG	KNOXCO	KCHA	GBURG	KNOXCO
Moon Towers	515.5	413.6	441.8	3608.2	4176.0	1481.3	1030.9	829.3	829.3
Family Sites	5057.1	413.6	441.8	1794.5	4176.0	1481.3	163.1	829.3	829.3
Bluebell Tower	0.0	413.6	441.8	0.0	4176.0	1481.3	0.0	829.3	829.3
TOTAL PUBLIC HOUSING	3720.9	413.6	441.8	2093.0	4176.0	1481.3	348.8	829.3	829.3

PHAS ASSESSMENT

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

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

HOUSING CHOICE VOUCHER PROGRAM

HOUSING CHOICE VOUCHER PROGRAM

APPLICATION/WAIT LIST

CY 2020	Application Waiting List	Applicants Purged	Intake / Briefing
January	234	19	12
February	248	25	16
March	229	17	7
April	230	18	4
May	180	49	26
June	167	0	26
July	173	0	1
August	173	0	1
September	153	21	38
October	133	15	72
November	146	0	19
December	151	0	5
Totals/Average	184.75	164	227

VOUCHER ACTIVITY

CY 2020	Vouchers Issued	Vouchers Leased	Vouchers Ported	End of Participation
January	7	179	10	1
February	13	180	10	3
March	4	181	9	4
April	5	177	9	1
May	14	178	9	2
June	14	181	9	3
July	10	182	9	2
August	10	182	9	2
September	19	185	8	3
October	22	186	8	2
November	16	194	8	2
December	0	204	7	1
Totals/Average	134	184.08	8.75	26

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	169	\$ 57,307.00	\$ 71,353.00	80.31%	\$ 339.09	\$ 339.09
FEB	170	\$ 59,675.00	\$ 73,291.00	81.42%	\$ 351.03	\$ 345.06
MAR	172	\$ 58,574.00	\$ 70,793.00	82.74%	\$ 340.55	\$ 343.56
APR	168	\$ 64,911.00	\$ 77,367.00	83.90%	\$ 386.38	\$ 354.26
MAY	167	\$ 63,360.00	\$ 76,578.00	82.74%	\$ 379.40	\$ 359.29
JUN	172	\$ 65,897.00	\$ 78,877.00	83.54%	\$ 383.12	\$ 363.26
JUL	173	\$ 62,911.00	\$ 75,449.00	83.38%	\$ 363.65	\$ 363.32
AUG	173	\$ 62,911.00	\$ 75,449.00	83.38%	\$ 363.65	\$ 363.36
SEPT	177	\$ 63,180.00	\$ 72,658.00	86.96%	\$ 356.95	\$ 362.65
OCT	178	\$ 62,136.00	\$ 71,614.00	86.77%	\$ 349.08	\$ 361.29
NOV	185	\$ 69,424.00	\$ 79,274.00	87.57%	\$ 375.26	\$ 364.91
DEC	202	\$ 68,525.00	\$ 80,294.00	85.34%	\$ 339.23	\$ 360.62
TOTAL	2106	\$ 758,811.00	\$ 902,997.00	84.03%	\$ 360.31	

HOUSING ASSISTANCE PAYMENT (HAP) DETAIL – PORTABILITY

PORTABILITY HAP STATS	PORTED VOUCH.	HAP		% to HAP TOTAL	PER UNIT COST	ROLLING AVG
		PORTED	TOTAL			
JAN	10	\$ 14,046.00	\$ 71,353.00	19.69%	\$ 1,404.60	\$ 1,404.60
FEB	10	\$ 13,616.00	\$ 73,291.00	18.58%	\$ 1,361.60	\$ 1,383.10
MAR	9	\$ 12,219.00	\$ 70,793.00	17.26%	\$ 1,357.67	\$ 1,374.62
APR	9	\$ 12,456.00	\$ 77,367.00	16.10%	\$ 1,384.00	\$ 1,376.97
MAY	9	\$ 12,218.00	\$ 76,578.00	15.95%	\$ 1,357.56	\$ 1,373.08
JUN	9	\$ 12,980.00	\$ 78,877.00	16.46%	\$ 1,442.22	\$ 1,384.61
JUL	9	\$ 12,538.00	\$ 75,449.00	16.62%	\$ 1,393.11	\$ 1,385.82
AUG	9	\$ 12,538.00	\$ 75,449.00	16.62%	\$ 1,393.11	\$ 1,386.73
SEPT	8	\$ 9,478.00	\$ 72,658.00	13.04%	\$ 1,184.75	\$ 1,364.29
OCT	8	\$ 9,478.00	\$ 71,614.00	13.23%	\$ 1,184.75	\$ 1,346.34
NOV	8	\$ 9,850.00	\$ 79,274.00	12.43%	\$ 1,231.25	\$ 1,329.00
DEC	7	\$ 9,242.00	\$ 80,294.00	11.51%	\$ 1,320.29	\$ 1,334.58
TOTAL	105	\$ 140,659.00	\$ 902,997.00	15.58%	\$ 1,339.61	

HOUSING CHOICE VOUCHER PROGRAM

PROGRAM UTILIZATION

VOUCHER - UTILIZATION				BUDGET AUTHORITY - UTILIZATION				
MON	ACC	UML	%	HAP EXPENSE	BUDG. AUTH.	NRP	BA + NRP	%
JAN	280	179	63.93%	\$ 71,596.00	\$ 77,481.75	\$ 17,450.00	\$ 94,931.75	75.42%
FEB	560	359	64.11%	\$ 144,887.00	\$ 154,963.50	\$ 17,722.00	\$ 172,685.50	83.90%
MAR	840	540	64.29%	\$ 215,680.00	\$ 232,445.25	\$ 43,472.00	\$ 275,917.25	78.17%
APR	1120	717	64.02%	\$ 293,047.00	\$ 309,927.00	\$ 41,397.00	\$ 351,324.00	83.41%
MAY	1400	895	63.93%	\$ 369,625.00	\$ 387,408.75	\$ 39,837.00	\$ 427,245.75	86.51%
JUN	1680	1076	64.05%	\$ 448,502.00	\$ 464,890.50	\$ 35,873.00	\$ 500,763.50	89.56%
JUL	1960	1258	64.18%	\$ 523,951.00	\$ 542,372.25	\$ 18,449.00	\$ 560,821.25	93.43%
AUG	2240	1440	64.29%	\$ 599,400.00	\$ 619,854.00	\$ 17,760.00	\$ 637,614.00	94.01%
SEPT	2520	1625	64.48%	\$ 672,058.00	\$ 697,335.75	\$ 23,264.00	\$ 720,599.75	93.26%
OCT	2800	1811	64.68%	\$ 743,672.00	\$ 774,817.50	\$ 30,365.00	\$ 805,182.50	92.36%
NOV	3080	2005	65.10%	\$ 820,260.00	\$ 852,299.25	\$ 22,046.00	\$ 874,345.25	93.81%
DEC	3360	2207	65.68%	\$ 898,027.00	\$ 929,781.00	\$ 21,259.00	\$ 951,040.00	94.43%

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

SEMAP FORECAST

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

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

AFFORDABLE HOUSING PRESERVATION (AHP)

AFFORDABLE HOUSING PRESERVATION (AHP)

OCCUPANCY

OCCUPANCY UNIT DAYS	CURRENT PERIOD				YEAR-TO-DATE			
	UDA	UDL	OCC %	VAC %	UDA	UDL	OCC %	VAC %
Brentwood Manor	2,232	2,140	95.88%	4.12%	19,800	19,395	97.95%	2.05%
Prairieland Townhouses	2,015	1,984	98.46%	1.54%	17,875	17,611	98.52%	1.48%
TOTAL AHP PROPERTIES	4,247	4,124	97.10%	2.90%	37,675	37,006	98.22%	1.78%

OCCUPANCY UNIT MONTHS	CURRENT PERIOD				YEAR-TO-DATE			
	UMA	UML	OCC %	VAC %	UMA	UML	OCC %	VAC %
Brentwood Manor	72	71	98.61%	1.39%	648	648	100.00%	0.00%
Prairieland Townhouses	65	64	98.46%	1.54%	585	585	100.00%	0.00%
TOTAL AHP PROPERTIES	137	135	98.54%	1.46%	1,233	1,233	100.00%	0.00%

OCCUPANCY UNIT TURNAROUND	CP YTD	CURRENT PERIOD				YEAR-TO-DATE			
		DOWN	MAINT.	LEASING	TOTAL	DOWN	MAINT.	LEASING	TOTAL
Brentwood Manor	4	0	35	0	35	0	76	0	76
Average Days	14	0.00	8.75	0.00	8.75	0.00	5.39	0.00	5.39
Prairieland Townhouses	1	31	5	0	36	31	61	0	92
Average Days	13	31.00	5.00	0.00	36.00	2.38	4.69	0.00	7.08
TOTAL AHP PROPERTIES	5	31	40	0	71	31	137	0	168
Average Days	27	6.20	8.00	0.00	14.20	1.15	5.06	0.00	6.20

Occupancy numbers remain strong for FYE 2020. Unit turnaround time averages are clearly affected by the agency shutdown in March, April, and May.

AFFORDABLE HOUSING PRESERVATION (AHP)

FINANCIAL ANALYSIS

FINANCIAL INCOME/EXPENSE	CURRENT PERIOD			YEAR-TO-DATE		
	ACTUAL	BUDGET	%	ACTUAL	BUDGET	%
Brentwood Manor						
Income	\$ 33,910.54	\$ 34,699.18	97.7%	\$ 297,282.55	\$ 312,292.62	95.2%
Expense	\$ 31,943.68	\$ 33,196.74	96.2%	\$ 240,565.59	\$ 298,770.66	80.5%
Revenue/(LOSS)	\$ 1,966.86	\$ 1,502.44	130.9%	\$ 56,716.96	\$ 13,521.96	419.4%
Prairieland Townhouses						
Income	\$ 28,253.34	\$ 29,163.59	96.9%	\$ 257,749.79	\$ 257,996.34	99.9%
Expense	\$ 33,996.91	\$ 27,767.24	122.4%	\$ 238,436.08	\$ 249,905.16	95.4%
Revenue/(LOSS)	\$ (5,743.57)	\$ 1,396.35	-411.3%	\$ 19,313.71	\$ 8,091.18	238.7%
TOTAL AHP PROPERTIES						
Income	\$ 62,163.88	\$ 63,862.77	97.3%	\$ 555,032.34	\$ 570,288.96	97.3%
Expense	\$ 65,940.59	\$ 60,963.98	108.2%	\$ 479,001.67	\$ 548,675.82	87.3%
Revenue/(LOSS)	\$ (3,776.71)	\$ 2,898.79	-130.3%	\$ 76,030.67	\$ 21,613.14	351.8%

FINANCIAL POSITION	YEAR-TO-DATE					
	CASH POSITION	MIN. RESERVE	MENAR	RENT CO.	A/R	TAR
Brentwood Manor	\$ 110,832.91	\$ 107,267.41	4.13	99.89%	\$ 106.33	2.34%
Prairieland Townhouses	\$ (114,607.53)	\$ 106,320.96	-4.31	98.91%	\$ 14,599.33	4.70%

AFFORDABLE HOUSING PRESERVATION (AHP)

MAINTENANCE REPORT

MAINTENANCE ROUTINE WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	COM	% COM	DAYS	AVG.	REQ	COM	%	DAYS	AVG.
Brentwood Manor	10	7	70.0%	19	2.71	124	121	97.6%	130	1.07
Prairieland Townhouses	14	11	78.6%	26	2.36	196	193	98.5%	205	1.06
TOTAL AHP PROPERTIES	24	18	75.0%	5	0.28	320	314	98.1%	335	1.07

MAINTENANCE EMERGENCY WORK ORDERS	CURRENT PERIOD					YEAR-TO-DATE				
	REQ	< 24	% < 24	< 72	% < 72	REQ	< 24	% < 24	< 72	% < 72
Brentwood Manor	19	19	100.00%	19	100.00%	142	142	100.00%	142	100.00%
Prairieland Townhouses	26	26	100.00%	26	100.00%	59	59	100.00%	59	100.00%
TOTAL AHP PROPERTIES	45	45	100.00%	45	100.00%	201	201	100.00%	201	100.00%

MAINTENANCE ANNUAL INSPECTIONS	YEAR-TO-DATE									
	SITE	EXT	SYST	COM	UNIT	TOTAL	% DONE	% REM	W.O.	RESOLVE
Brentwood Manor	2	9	0	0	14	25	25.00%	75.00%	4	100.0%
Prairieland Townhouses	2	16	1	3	12	34	32.35%	67.65%	15	100.0%
TOTAL AHP PROPERTIES	4	25	1	3	26	0	28.68%	71.33%	19	100.0%

MAINTENANCE COSTS	YEAR-TO-DATE					
	COST - UNIT	BILLED - UNIT	%	COST - TOTAL	PUM	
Brentwood Manor	\$ 4,151.06	\$ 4,151.06	100.0%	\$ 82,366.60	\$ 127.11	
Prairieland Townhouses	\$ 2,407.00	\$ 2,407.00	100.0%	\$ 85,510.40	\$ 143.96	
TOTAL AHP PROPERTIES	\$ 6,558.06	\$ 6,558.06	100.0%	\$ 167,877.00	\$ 135.17	

AFFORDABLE HOUSING PRESERVATION (AHP)

MANAGEMENT OPERATIONS

MANAGEMENT PRACTICES	YEAR-TO-DATE				
	APP & MARKET	CSSR %	EIV %	FILE REVIEWS	FR ISSUES %
Brentwood Manor	91.4%	0.0%	0.0%	0.0%	0.0%
PrairieLand Townhouses	88.6%	100.0%	25.0%	19.7%	100.0%

MANAGEMENT PEST CONTROL	CURRENT									
	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF	# TRT	% TRT
Brentwood Manor	0	3	0	1	0	4	72	5.56%	4	100.00%
PrairieLand Townhouses	1	1	0	9	0	11	66	16.67%	11	100.00%
TOTAL AHP PROPERTIES	1	4	0	10	0	15	138	10.87%	15	100.00%

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

AFFORDABLE HOUSING PRESERVATION (AHP)

CRIME REPORTING

SAFETY/SECURITY REPORTED CRIMES	VIOLENT CRIMES			THEFT			OTHER CRIMES		
	ASS/BAT	MUR	SEX	BURG	ROB	THEFT	DRUG	PROP	OTHER
Brentwood Manor	1	0	0	0	0	1	0	2	18
Prairieland Townhouses	1	0	0	1	0	0	0	0	24
TOTAL AHP PROPERTIES	2	0	0	1	0	1	0	2	42

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

OPERATIONS ASSESSMENT

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

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

AGENCY VISION

AGENCY VISION

WHO WE ARE.

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

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

WHAT WE DO.

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

WHO WE SERVE.

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

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





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A Professional Corporation

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January 22, 2021

Knox County Housing Authority
Board of Commissioners

Attorneys Report:

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

Yolanda Daniel (1083 W. Berrien St.)	1 st Appr. - CMC 02/09/21
Kristine Curtis (900 W. Dayton St.)	1 st Appr. - CMC 02/02/21
James McDonald (449 Iowa Ave.)	1 st Appr. - Trial CT 02/09/21
Jada Evans (424 Iowa Ave.)	1 st Appr. - JD

2. Telephone conference w/Cheryl Lefler.

3. Review monthly board packet.

Jack P. Ball, Esq.

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

BOARD MEMO

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TO: Board of Commissioners
Knox County Housing Authority

DATE: 01/21/2021

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 01/26/2021

SUBJECT: Board Governance Training

Executive Summary

As fiduciaries of federal subsidy appropriations, PHA boards have many responsibilities – many of which are specified in the annual contributions contract (ACC), federal regulations, HUD handbooks, and state and local laws. It is important for commissioners and executive directors to understand their responsibilities to maintain integrity in the operations of their PHA.

As part of the agency's commitment to responsible governance, the Board of Commissioners and the Executive Director shall complete training specific to respective roles in public housing administration. Training for commissioners will be offered and tracked in the following functional areas:

- Public Housing Program administration
- Housing Choice Voucher Program administration
- Budgets and financial performance
- Ethics
- Assessing a PHA
- Preventing Sexual and Other Discriminatory Harassment in Housing
- Fair Housing Training
- Freedom of Information Act (FOIA)
- Open Meetings Act (OMA)

Current training need shall be assessed and discussed at the January 26, 2021 regular meeting. A course of action shall be developed to ensure full compliance with training requirements by 04/01/2021.

KCHA Commissioner and Executive Director training compliance is listed monthly in the Executive Director report.

Fiscal Impact

None.

Recommendation

None.