

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Conference Room 101
3/29/2022
10:00 a.m.

Opening	Roll Call	Vice Chair Hawkinson
<input type="checkbox"/> VACANT	Review/Approve Previous Meeting Minutes	Vice Chair Hawkinson
<input type="checkbox"/> LaToya Carson	Review/Ratify 02-2022 Financial Reports	Vice Chair Hawkinson
<input type="checkbox"/> Jared Hawkinson	Review/Ratify 02-2022 Claims and Bills	Vice Chair Hawkinson
<input type="checkbox"/> Lomac Payton	COCC:	\$ 102,993.66
<input type="checkbox"/> Joseph Riley	Moon Towers:	\$ 93,304.16
<input type="checkbox"/> Sara Robison	Family:	\$ 79,767.88
<input type="checkbox"/> Paul H. Stewart	Bluebell:	\$ 25,044.47
<u>Excused:</u>	HCV:	\$ 102,692.42
	Brentwood:	\$ 29,041.78
	Prairieland:	\$ 27,618.76
<u>Others Present:</u>	Capital Fund 2019:	\$ 25,065.10
	Capital Fund 2020:	\$ 0.00
	Capital Fund 2021:	\$ 0.00

Old Business	None	
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New Business	Review/Approve Pay Request #11 to Hein Construction – 504 Modification Phase 3	Derek Antoine
	Review/Approve Resolution 2022-02 KCHA FYE 03/31/2023 Operating Budget Revision	Derek Antoine
	Review/Approve Resolution 2022-03 Supply/Service Vendor Listing for FYE03/31/2023	Derek Antoine
	Review/Approve Resolution 2022-04 Uncollectible Debt Charge-Off for Period Ending 03/31/2022	Derek Antoine

Reports	Executive Director’s Report – 02/2022	Derek Antoine
	KCHA Legal Counsel Report – 03/2022	Jack Ball

board agenda

Other Business

Audit Recap

Derek Antoine

Board Meeting – Date/Time Discussion

Derek Antoine

Commissioner Vacancy

Derek Antoine

Adjournment

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
February 22, 2022**

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

PRESENT: LaToya Carson
 Lomac Payton
 Joseph Riley via zoom
 Sara Robison via zoom
 Paul H. Stewart

EXCUSED: Jared Hawkinson

ABSENT: Wayne Allen

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

Chairperson Payton called the meeting to order at 10:06 a.m.

Chairperson Payton then asked if there were any additions or corrections to the previous meeting's minutes. Commissioner Stewart said that his inquiry about changing the meeting time and date was omitted from the minutes and would like to have this included. Commissioner Stewart made a motion to approve the January 2022 minutes with the change; Commissioner Carson seconded. Roll call was taken as follows:

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

Motion Carried, 5-0.

Chairperson Payton then requested the Board review and ratify the January 2022 financial reports. After brief discussion, Commissioner Stewart made a motion to ratify the financial reports for January 2022 as presented; Commissioner Riley seconded. Roll call was taken as follows:

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

Motion Carried, 5-0.

January 2022 claims against the HA Administration in the sum of \$436,054.62; Central Office Cost Center in the sum of \$102,993.66; Moon Towers in the sum of \$64,751.38; Family in the sum of \$73,167.69; Bluebell in the sum of \$36,415.01; Housing Choice Voucher Program in the sum of \$96,631.63; Brentwood (A.H.P.) in the sum of \$37,618.90; Prairieland (A.H.P.) in the sum of \$24,476.35; Capital Fund '19 in the sum of \$0.00;

Capital Fund '20 in the sum of \$0.00 and Capital Fund '21 in the sum of \$0.00 were presented for approval. Commissioner Carson made a motion to ratify the claims and bills for January 2022; Commissioner Stewart seconded. Roll call was taken as follows:

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

Motion Carried, 5-0.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Antoine asked the Board to review and approve Pay Request #10 from Hein Construction for 504 Modification Project Phase 3. Mr. Antoine provided an update of work to date as outlined in the board memo. Alliance Architects has reviewed and signed approval for pay request #10. After brief discussion, Commissioner Stewart made a motion to approve Pay Request #10 from Hein Construction for 504 Modification Project Phase 3 in the amount of \$80,400.28; Commissioner Riley seconded. Roll call was taken as follows:

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

Motion Carried, 5-0.

Mr. Antoine asked the Board to review and approve Change Order #2 to Hein Construction for 504 Modification Project Phase 3. Mr. Antoine referred to Exhibit A of the Board packet that outlined the change order. He stated that this is a no cost change order as the total contract price would remain unchanged as these changes would be covered by the General Requirement Allowance. The Allowance will be reduced from \$45,000.00 to \$23, 373.00. Alliance Architects has reviewed and signed approval for Change Order #2. Commissioner Stewart asked how much money has been spent to date in Change Orders. Mr. Antoine replied that no additional money has been spent to date as the allowance has covered the changes. After brief discussion, Commissioner Stewart made a motion to approve Change Order #2 to Hein Construction for 504 Modification Project Phase 3; Commissioner Carson seconded. Roll call was taken as follows:

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

Motion Carried, 5-0.

REPORTS

The Executive Director report was handed out at the meeting. Mr. Antoine provided an informational update on legislative action, American Rescue

Act and upcoming NELROD and PHADA training opportunities. Mr. Antoine also reported that he had attended the most recent Galesburg City Council meeting to make express appreciation for the rental assistance support as well as to clear up misinformation about the agency.

The Legal Counsel Report was handed out at the meeting. Mr. Ball provided an update about activities for the month.

OTHER BUSINESS

There was discussion about changing the board meeting time and/or date. Mr. Antoine will poll commissioners prior to the next meeting. Any changes will necessitate amending the bylaws. Mr. Ball will review the Open Meetings Act in relation to utilizing Zoom meetings.

ADJOURNMENT

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

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

Motion Carried, 5-0.

Respectfully submitted,

Secretary

LOW RENT

<u>COCC</u>	<u>Feb-22</u>	<u>Current YTD</u>		
Operating Income	\$92,238.42	\$1,122,850.60		
Operating Expenses	\$108,584.23	\$1,174,315.25		
Net Revenue Income/(Loss)	(\$16,345.81)	(\$51,464.65)		
			COCC - Cash, Investments, A/R, & A/P	\$1,194,926

<u>MOON TOWERS</u>	<u>Feb-22</u>	<u>Current YTD</u>		
Operating Income	\$74,077.76	\$899,884.35	Moon - Cash, Investments, A/R, & A/P	\$ 630,974
Operating Expenses	\$93,304.16	\$755,002.14	Minimum Reserve Position	\$ 302,001
Net Revenue Income/(Loss)	(\$19,226.40)	\$144,882.21	Over/(Under) Minimum Reserve Position	\$328,973

<u>FAMILY SITES</u>	<u>Feb-22</u>	<u>Current YTD</u>		
Operating Income	\$93,974.43	\$1,159,877.71	Family - Cash, Investments, A/R, & A/P	\$ 797,422
Operating Expenses	\$80,167.49	\$813,491.25	Minimum Reserve Position	\$ 325,397
Net Revenue Income/(Loss)	\$13,806.94	\$346,386.46	Over/(Under) Minimum Reserve Position	\$472,025

<u>BLUEBELL</u>	<u>Feb-22</u>	<u>Current YTD</u>		
Operating Income	\$22,013.95	\$288,722.74	Bluebell - Cash, Investments, A/R, & A/P	\$ 194,923
Operating Expenses	\$25,044.47	\$232,084.13	Minimum Reserve Position	\$ 92,834
Net Revenue Income/(Loss)	(\$3,030.52)	\$56,638.61	Over/(Under) Minimum Reserve Position	\$102,089

Monthly Notes:

- For income: COCC received \$100 from inspections and \$39,977 from maintenance fees. The amps received \$119,880 in subsidy from HUD with Moon Towers receiving \$39,392; Family \$72,860; and Bluebell \$7,628.
- The main reason for Moon and Bluebell showing red for the month is that two months of the electric and gas utilities were paid in February along with COCC's electric and gas. The rebuild of the main fire pump at Moon, new flooring at 1576 McKnight, and fixed booster on heat pumps at Bluebell.
- Overall the month does not appear to be positive with Moon and Bluebell showing red for the months but they along with Family remain in the black year-to-date with COCC still showing in the red.

AHP

<u>BRENTWOOD</u>	<u>Feb-22</u>	<u>Current YTD</u>	<u>PRAIRIELAND</u>	<u>Feb-22</u>	<u>Current YTD</u>
Operating Income	\$33,938.30	\$370,692.40	Operating Income	\$30,710.00	\$327,021.49
Operating Expenses	\$33,924.78	\$324,229.11	Operating Expenses	\$27,624.76	\$288,678.58
Net Revenue Income/(Loss)	\$13.52	\$46,463.29	Net Revenue Income/(Loss)	\$3,085.24	\$38,342.91

Brentwood's Cash, Investments, A/R, & A/P **\$150,728.79**

PrairieLand's Cash, Investments, A/R, & A/P **\$103,105.27**
Restricted Cash (Sec. Dep., Reserve, Receipts) **(\$241,230.87)**
PL's Total Cash **(\$138,125.60)**

Monthly Notes:

- Brentwood's revenue had an increase of \$13.52 for the month with tenant revenue totaling \$33,922.
- Work on repairing Brentwood's laundry room.
- Prairieland's revenue increased \$3,085.24 for the month with tenant revenue totaling \$27,212.
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- So for the month both Brentwood and Prairieland were in the black for the month and remain in the black year-to-date.

HOUSING CHOICE VOUCHERS (HCV)

<u>ADMINISTRATIVE</u>	<u>Feb-22</u>	<u>Current YTD</u>
Operating Income	\$11,986.57	\$120,384.06
Operating Expenses	\$16,964.64	\$151,562.70
Net Revenue Income/(Loss)	(\$4,978.07)	(\$31,178.64)
Unrestricted Net Position (UNP)		
Beginning Balance		\$50,249.07
Investment in Fixed Assets		\$0.00
Monthly HCV Admin Revenue - Gain/(Loss)		-\$4,653.07
Transfer to NRP or Adjustment		\$0.00
UNP Ending Balance Per VMS		\$45,596.00

Monthly Notes:

- HCV received \$11,978 plus in administrative fee subsidy from HUD which resulted in a decrease in revenue of \$4,978.07 for the month.

<u>HAP</u>	<u>Feb-22</u>	<u>Current YTD</u>
Operating Income	\$78,060.00	\$865,516.00
Operating Expenses	\$74,599.20	\$841,907.48
Net Revenue Income/(Loss)	\$3,460.80	\$23,608.52
Restricted Net Position (RNP)		
Beginning Balance		\$15,532.00
Investment in Fixed Assets		\$0.00
Monthly HCV HAP Revenue - Gain/(Loss)		\$4,018.00
Transfer from UNP or Adjustment		\$0.00
RNP Ending Balance per VMS		\$19,550.00

Monthly Notes:

- HCV received \$78,060 in HAP subsidy from HUD and the program shows an decrease in revenue by \$3,460.80 for the month. As for HAP, the agency wants to be spending all the HAP funding provided by HUD.

EMERGENCY HOUSING VOUCHERS (EHV)

<u>ADMINISTRATIVE</u>	<u>Feb-22</u>	<u>Current YTD</u>
Operating Income \$	750.00	\$ 38,440.00
Operating Expenses \$	7,288.66	\$ 17,255.88
Net Revenue Income/(Loss)	(\$6,538.66)	\$21,184.12
EHV (UNP)		
Beginning Balance \$		27,722.78
Monthly EHV Admin Revenue - Gain/(Loss) \$		(6,538.66)
EHV UNP Ending Balance		\$21,184.12

Monthly Notes:

- EHV received \$750 admin fee subsidy from HUD and had an decrease in revenue of \$6,538.66.

<u>HAP</u>	<u>Feb-22</u>	<u>Current YTD</u>
Operating Income \$	-	\$ 31,505.00
Operating Expenses \$	3,858.00	\$ 13,368.00
Net Revenue Income/(Loss)	(\$3,858.00)	\$18,137.00
RNP Ending Balance per VMS		
Beginning Balance \$		21,995.00
Monthly EHV HAP Revenue - Gain/(Loss) \$		(3,858.00)
RNP Ending Balance per VMS		\$18,137.00

Monthly Notes:

- EHV HAP had an decrease in revenue of \$3,858.

MISCELLANEOUS

Tenant Online Payments

<u>Property Sites</u>	<u>Feb-22</u>	<u>FYE 2022</u>
Moon Towers	\$ 3,954.43	\$ 31,136.71
Family Sites	\$ 6,161.35	\$ 51,637.88
Bluebell	\$ 795.00	\$ 6,918.00
Brentwood	\$ 4,610.00	\$ 42,173.00
Prairieland	\$ 3,209.10	\$ 53,548.80
Housing Choice Voucher	\$ -	\$ -
Fiscal Year 2022 Total	\$18,729.88	\$185,414.39

Monthly Bad Debt Reported	\$12,980.19
Historical Bad Debt	\$1,111,610.67

IDROP Bad Debt Collection

<u>Property Sites</u>	<u>Feb-22</u>	<u>FYE 2022</u>
Moon Towers	\$ -	\$ 3,378.32
Family Sites	\$ -	\$ 2,129.59
Bluebell	\$ -	\$ -
Brentwood	\$ -	\$ 97.00
Prairieland	\$ -	\$ 165.00
Housing Choice Voucher	\$ -	\$ 160.78
Fiscal Year 2022 Total	\$0.00	\$5,930.69

	<u>By IDROP</u>	<u>By Debtor</u>
Historical Bad Debt Collected	\$114,096.67	\$62,796.17
	10.26%	5.65%
	15.91%	

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	15.00	15.00	0.00	165.00	165.00	180.00	0.00
REVENUE							
<u>FEE REVENUE</u>							
Management Fees							
10-1-000-000-3810.000 Management Fee Inc	-40,659.23	-41,301.00	641.77	-454,311.00	-452,210.70	-495,612.00	-8.76
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	0.00	0.00	-100,000.00	-100,000.00	-100,000.00	0.00
10-1-020-000-3810.000 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Management Fees	-40,659.23	-41,301.00	641.77	-554,311.00	-552,210.70	-595,612.00	-7.29
Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	-4,240.00	-4,240.00	0.00	-46,640.00	-46,640.00	-50,880.00	-8.33
Total Asset Management Fees	-4,240.00	-4,240.00	0.00	-46,640.00	-46,640.00	-50,880.00	-8.33
Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	-5,640.00	-5,652.00	12.00	-62,172.00	-62,257.50	-67,824.00	-8.21
Total Book Keeping Fees	-5,640.00	-5,652.00	12.00	-62,172.00	-62,257.50	-67,824.00	-8.21
Fee-For-Service							
10-1-000-000-3850.000 Inspection Income	-100.00	-1,321.00	1,221.00	-14,531.00	-3,750.00	-15,852.00	-76.34
10-1-000-000-3850.005 Maint Fee Income	-39,977.38	-55,043.00	15,065.62	-660,517.00	-455,434.27	-715,560.00	-36.35
Total Fee-For-Service	-40,077.38	-56,364.00	16,286.62	-675,048.00	-459,184.27	-731,412.00	-37.22
Other Fees							
10-1-000-000-3840.000 Other Fee Inc	0.00	0.00	0.00	0.00	-610.00	0.00	
Total Other Fees	0.00	0.00	0.00	0.00	-610.00	0.00	
TOTAL FEE REVENUE	-90,616.61	-107,557.00	16,940.39	-1,338,171.00	-1,120,902.47	-1,445,728.00	-22.47
<u>OTHER REVENUE</u>							
Other Grants & Investment Income							
10-1-000-000-3404.000 Rev other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-3610.000 Interest Income	-14.61	-40.00	25.39	-440.00	-340.93	-480.00	-28.97
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	-14.61	-40.00	25.39	-440.00	-340.93	-480.00	-28.97
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	
10-1-000-000-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE	-14.61	-40.00	25.39	-440.00	-340.93	-480.00	-28.97
TOTAL REVENUE	-90,631.22	-107,597.00	16,965.78	-1,338,611.00	-1,121,243.40	-1,446,208.00	-22.47

Date:
Time:
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**Knox County Housing Authority
INCOME STATEMENT - COCC
February, 2022**

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries							
10-1-000-000-4110.000 Admin Salaries	32,456.20	32,730.00	-273.80	392,770.00	383,526.11	425,500.00	-9.86
10-1-000-000-4110.200 Admin Inc - 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	0.00	0.00	
Total Administrative Salaries	32,456.20	32,730.00	-273.80	392,770.00	383,526.11	425,500.00	-9.86
Administrative Benefits							
10-1-000-000-4110.500 Emp Benefit - Admin	10,968.75	11,500.00	-531.25	138,000.00	117,155.87	149,500.00	-21.63
10-1-000-000-4110.550 Benefit - Life Ins.	444.75	500.00	-55.25	5,500.00	6,487.10	6,000.00	8.12
10-1-020-000-4110.500 Admin Benefit - Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Benefits	11,413.50	12,000.00	-586.50	143,500.00	123,642.97	155,500.00	-20.49
Fee Expenses							
10-1-000-000-4171.000 Audit Fee	0.00	0.00	0.00	2,500.00	0.00	2,500.00	-100.00
Total Fee Expenses	0.00	0.00	0.00	2,500.00	0.00	2,500.00	-100.00
Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	45.00	-45.00	495.00	144.40	540.00	-73.26
Total Advertising & Marketing	0.00	45.00	-45.00	495.00	144.40	540.00	-73.26
Office Expense							
10-1-000-000-4140.000 Training - Staff	626.00	450.00	176.00	11,650.00	10,108.40	12,100.00	-16.46
10-1-000-000-4180.000 Telephone	851.85	500.00	351.85	5,500.00	6,932.21	6,000.00	15.54
10-1-000-000-4190.000 Other Sundry	362.15	125.00	237.15	1,375.00	1,976.09	1,500.00	31.74
10-1-000-000-4190.100 Postage	-393.87	135.00	-528.87	1,485.00	2,038.96	1,620.00	25.86
10-1-000-000-4190.200 Office Supplies	0.00	100.00	-100.00	1,100.00	682.67	1,200.00	-43.11
10-1-000-000-4190.250 Office Furniture	866.00	0.00	866.00	0.00	5,721.23	0.00	
10-1-000-000-4190.300 Paper Supplies	197.94	95.00	102.94	1,045.00	751.41	1,140.00	-34.09
10-1-000-000-4190.400 Printing/printers	0.00	75.00	-75.00	825.00	0.00	900.00	-100.00
10-1-000-000-4190.401 Printing Supplies	0.00	100.00	-100.00	1,100.00	1,354.63	1,200.00	12.89
10-1-000-000-4190.500 Printer/Copier Sup Cont	0.00	195.00	-195.00	2,145.00	1,673.82	2,340.00	-28.47
10-1-000-000-4190.550 Computers	1,197.40	0.00	1,197.40	0.00	4,657.70	0.00	
10-1-000-000-4190.600 Publications	0.00	83.00	-83.00	913.00	338.07	996.00	-66.06
10-1-000-000-4190.700 Member Dues/Fees	2,387.88	1,000.00	1,387.88	11,000.00	10,708.42	12,000.00	-10.76
10-1-000-000-4190.800 Internet Services	210.36	166.67	43.69	1,833.37	2,766.19	2,000.00	38.31
10-1-000-000-4190.850 IT Support	108.75	300.00	-191.25	3,300.00	3,317.80	3,600.00	-7.84
10-1-020-000-4190.100 Postage - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-4190.200 Office Supply-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-000-4190.550 Computers - Cares Act	-298.40	0.00	-298.40	0.00	0.00	0.00	
Total Office Expense	6,116.06	3,324.67	2,791.39	43,271.37	53,027.60	46,596.00	13.80
Legal Expense							
10-1-000-000-4130.000 Legal Expense	800.00	900.00	-100.00	9,300.00	8,000.00	10,200.00	-21.57
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	800.00	900.00	-100.00	9,300.00	8,000.00	10,200.00	-21.57
Travel Expense							
10-1-000-000-4150.000 Travel - Staff	593.96	100.00	493.96	8,700.00	-537.84	10,000.00	-105.38
10-1-000-000-4150.010 Travel - Commissioners	563.96	100.00	463.96	8,800.00	40.14	10,000.00	-99.60
10-1-000-000-4150.100 Mileage - Admin	0.00	30.00	-30.00	330.00	0.00	360.00	-100.00
Total Travel Expense	1,157.92	230.00	927.92	17,830.00	-497.70	20,360.00	-102.44
Other Expense							
10-1-000-000-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	69.91	0.00	

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-000-4430.090 Extermination Cont	0.00	0.00	0.00	360.00	263.22	360.00	-26.88
10-1-000-000-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.110 Routine Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.120 Other Misc Maint Cont	0.00	0.00	0.00	0.00	200.00	0.00	
10-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4430.200 Copiers	0.00	0.00	0.00	0.00	0.00	0.00	
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	62.00	-62.00	1,292.00	862.18	1,400.00	-38.42
TOTAL MAINTENANCE EXPENSES	46,368.25	55,296.00	-8,927.75	669,850.00	563,830.32	725,192.00	-22.25
<u>PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-000-4480.000 Protective Service	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4480.500 Security Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Protective Services - Contract	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PROTECTIVE SERVICES EXPENSEE	0.00	0.00	0.00	0.00	0.00	0.00	
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expense							
10-1-000-000-4510.010 Property Insurance	82.39	91.00	-8.61	1,001.00	970.73	1,095.00	-11.35
10-1-000-000-4510.015 Equipment Insurance	12.76	12.00	0.76	132.00	128.92	140.00	-7.91
10-1-000-000-4510.020 Liability Insurance	36.25	37.00	-0.75	407.00	397.49	441.00	-9.87
10-1-000-000-4510.025 PE & PO Insurance	726.27	315.00	411.27	3,465.00	4,230.87	3,774.00	12.11
10-1-000-000-4510.030 Work Comp Insurance	2,325.67	1,127.00	1,198.67	12,397.00	14,610.04	13,527.00	8.01
10-1-000-000-4510.035 Auto Insurance	47.92	43.00	4.92	473.00	473.17	513.00	-7.76
10-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expense	3,231.26	1,625.00	1,606.26	17,875.00	20,811.22	19,490.00	6.78
TOTAL INSURANCE PREMIUMS EXPENSE	3,231.26	1,625.00	1,606.26	17,875.00	20,811.22	19,490.00	6.78
<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	2,400.00	-100.00
Total General Expenses	0.00	0.00	0.00	0.00	0.00	2,400.00	-100.00
TOTAL OTHER GENERAL EXPENSES	0.00	0.00	0.00	0.00	0.00	2,400.00	-100.00
<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	107,725.25	108,576.67	-851.42	1,325,313.37	1,173,754.67	1,439,004.00	-18.43
NET REVENUE/EXPENSE (GAIN/-LOSS)	17,094.03	979.67	16,114.36	-13,297.63	52,511.27	-7,204.00	-828.92

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Knox County Housing Authority
INCOME STATEMENT - COCC
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>MISCELLANEOUS EXPENSE</u>							
Extraordinary Expense							
10-1-000-000-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Casualty Expense							
Total Casualty Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-000-4800.000 Depreciation Exp COCC	45.00	760.50	-715.50	8,365.50	495.00	9,126.00	-94.58
Total Depreciation Expense	45.00	760.50	-715.50	8,365.50	495.00	9,126.00	-94.58
TOTAL MISCELLANEOUS EXPENSES	45.00	760.50	-715.50	8,365.50	495.00	9,126.00	-94.58
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers In/Out							
10-1-000-000-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-7010.000 Prov Oper Reserve	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-000-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (gain)/loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	
EXCESS REVENUE/EXPENSE GAIN/-LOSS	17,139.03	1,740.17	15,398.86	-4,932.13	53,006.27	1,922.00	2,657.87

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	177.00	177.00	0.00	1,947.00	1,947.00	2,124.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	-32,569.00	-33,500.00	931.00	-368,500.00	-370,375.50	-402,000.00	-7.87
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-32,569.00	-33,500.00	931.00	-368,500.00	-370,375.50	-402,000.00	-7.87
Tenant Revenue - Other							
10-1-000-001-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3130.000 Cable TV Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3190.100 Beauty Shop Rent	0.00	-150.00	150.00	-1,650.00	-750.00	-1,800.00	-58.33
10-1-000-001-3690.000 Other Income	0.00	0.00	0.00	0.00	-1,458.67	0.00	
10-1-000-001-3690.100 Late Fees	-425.00	-300.00	-125.00	-3,300.00	-7,400.00	-3,600.00	105.56
10-1-000-001-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3690.140 Returned Check Charge	0.00	0.00	0.00	0.00	-25.00	0.00	
10-1-000-001-3690.150 Laundry Income	-916.72	-1,100.00	183.28	-12,100.00	-11,777.99	-13,200.00	-10.77
10-1-000-001-3690.160 Vending Machine Inc	0.00	-150.00	150.00	-1,650.00	-1,227.11	-1,800.00	-31.83
10-1-000-001-3690.180 Labor	-137.00	-300.00	163.00	-3,300.00	-5,183.60	-3,600.00	43.99
10-1-000-001-3690.200 Materials	0.00	-50.00	50.00	-550.00	-262.66	-600.00	-56.22
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-1,478.72	-2,050.00	571.28	-22,550.00	-28,085.03	-24,600.00	14.17
TOTAL TENANT REVENUE	-34,047.72	-35,550.00	1,502.28	-391,050.00	-398,460.53	-426,600.00	-6.60
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-001-8020.000 Oper Sub - Curr Yr	-39,392.00	-32,735.00	-6,657.00	-360,085.00	-438,695.00	-392,820.00	11.68
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	0.00	0.00	
Total HUD PH Operating Subsidy	-39,392.00	-32,735.00	-6,657.00	-360,085.00	-438,695.00	-392,820.00	11.68
Other Grants & Investment Income							
10-1-000-001-3404.000 Rev other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3404.010 Other Inc - Operations	0.00	0.00	0.00	-55,000.00	-55,000.00	-55,000.00	0.00
10-1-000-001-3610.000 Interest Income	-18.65	-25.00	6.35	-275.00	-224.85	-300.00	-25.05
Total Other Grants & Investment Income	-18.65	-25.00	6.35	-55,275.00	-55,224.85	-55,300.00	-0.14
Other Revenue							
10-1-000-001-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.000 Inspection Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-3850.004 Admin Fee Income	-619.39	0.00	-619.39	0.00	-1,101.14	0.00	
10-1-000-001-3850.005 Maint Fee Income	0.00	-1,000.00	1,000.00	-7,250.00	-6,402.83	-7,550.00	-15.19
10-1-000-001-3850.120 Other Misc Inc.	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	-619.39	-1,000.00	380.61	-7,250.00	-7,503.97	-7,550.00	-0.61
TOTAL OTHER REVENUE	-40,030.04	-33,760.00	-6,270.04	-422,610.00	-501,423.82	-455,670.00	10.04
TOTAL REVENUE	-74,077.76	-69,310.00	-4,767.76	-813,660.00	-899,884.35	-882,270.00	2.00

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-001-4110.000 Admin Salaries	2,846.00	5,540.00	-2,694.00	60,940.00	68,751.33	66,480.00	3.42
10-1-000-001-4110.200 Admin Inc - Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-001-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	2,846.00	5,540.00	-2,694.00	60,940.00	68,751.33	66,480.00	3.42
Benefit Contributions - Administrative							
10-1-000-001-4110.500 Admin Emp Benefit	2,518.54	2,145.00	373.54	23,595.00	27,658.13	25,740.00	7.45
10-1-020-001-4110.500 Admin Benefit - Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Benefit Contributions - Admin	2,518.54	2,145.00	373.54	23,595.00	27,658.13	25,740.00	7.45
Fee Expenses							
10-1-000-001-4120.100 Management Fee Exp	13,135.89	13,306.00	-170.11	146,366.00	146,393.04	159,672.00	-8.32
10-1-000-001-4120.200 Asset Mngt Fee Exp	1,770.00	1,770.00	0.00	19,470.00	19,470.00	21,240.00	-8.33
10-1-000-001-4120.300 Bookkeeping Fee Exp	1,297.50	1,315.00	-17.50	14,465.00	14,460.00	15,780.00	-8.37
10-1-000-001-4120.400 Fee for Service Exp	5.00	0.00	5.00	0.00	61.06	0.00	
10-1-000-001-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4171.000 Audit Fee	0.00	0.00	0.00	2,750.00	0.00	2,750.00	-100.00
10-1-020-001-4120.100 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Fee Expenses	16,208.39	16,391.00	-182.61	183,051.00	180,384.10	199,442.00	-9.56
Advertising & Marketing							
10-1-000-001-4190.650 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							
10-1-000-001-4140.000 Training - Staff	0.00	150.00	-150.00	6,000.00	310.45	8,000.00	-96.12
10-1-000-001-4180.000 Telephone	398.97	250.00	148.97	2,750.00	2,916.64	3,000.00	-2.78
10-1-000-001-4190.100 Postage	36.57	75.00	-38.43	825.00	646.81	900.00	-28.13
10-1-000-001-4190.200 Office Supplies	72.02	200.00	-127.98	600.00	578.04	600.00	-3.66
10-1-000-001-4190.250 Office Furniture	0.00	0.00	0.00	1,000.00	762.88	1,000.00	-23.71
10-1-000-001-4190.300 Paper Supplies	39.99	0.00	39.99	550.00	296.48	550.00	-46.09
10-1-000-001-4190.400 Printing/printers	217.89	6.00	211.89	69.00	932.70	75.00	1,143.60
10-1-000-001-4190.401 Printing Supplies	0.00	0.00	0.00	900.00	283.27	900.00	-68.53
10-1-000-001-4190.500 Printer/Copier Sup Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.550 Computers	0.00	0.00	0.00	0.00	12.00	0.00	
10-1-000-001-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.700 Member Dues/Fees	325.66	79.17	246.49	870.87	2,909.65	950.00	206.28
10-1-000-001-4190.800 Internet Services	87.11	90.00	-2.89	990.00	1,046.19	1,080.00	-3.13
10-1-000-001-4190.850 IT Support	0.00	0.00	0.00	0.00	537.00	200.00	168.50
10-1-020-001-4190.200 Office Supply-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Office Expense	1,178.21	850.17	328.04	14,554.87	11,232.11	17,255.00	-34.91
Legal Expense							
10-1-000-001-4130.000 Legal Expenses	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.900 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							
10-1-000-001-4150.000 Travel - Staff	561.96	0.00	561.96	6,500.00	-3,219.72	8,000.00	-140.25
10-1-000-001-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	0.00	50.00	-100.00

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Travel Expense	561.96	0.00	561.96	6,500.00	-3,219.72	8,050.00	-140.00
Other Expense							
10-1-000-001-4140.010 Training-Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4160.100 Inspection Expense	0.00	369.00	-369.00	4,059.00	0.00	4,428.00	-100.00
10-1-000-001-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4190.000 Other Sundry	40.76	0.00	40.76	0.00	152.99	0.00	
10-1-000-001-4190.950 Background Verification	29.07	60.00	-30.93	660.00	185.89	720.00	-74.18
Total Other Expense	69.83	429.00	-359.17	4,719.00	338.88	5,148.00	-93.42
TOTAL ADMINISTRATIVE EXPENSE	23,382.93	25,355.17	-1,972.24	293,359.87	285,144.83	322,115.00	-11.48
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							
10-1-000-001-4220.050 Ten Ser-Cable/TV Exp	82.45	85.00	-2.55	935.00	779.50	1,020.00	-23.58
10-1-000-001-4220.100 Ten Ser-Supplies	8.63	0.00	8.63	0.00	70.31	0.00	
10-1-000-001-4220.110 Ten Ser-Recreation	0.00	0.00	0.00	240.00	26.59	240.00	-88.92
10-1-000-001-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4220.175 Garden Program Exp	0.00	0.00	0.00	300.00	120.71	300.00	-59.76
10-1-000-001-4230.000 Ten Ser Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Services - Other	91.08	85.00	6.08	1,475.00	997.11	1,560.00	-36.08
TOTAL TENANT SERVICES EXPENSE	91.08	85.00	6.08	1,475.00	997.11	1,560.00	-36.08
UTILITY EXPENSE							
Utility Expense							
10-1-000-001-4310.000 Water	1,584.60	1,500.00	84.60	15,250.00	13,095.44	17,500.00	-25.17
10-1-000-001-4315.000 Sewer	2,991.88	2,400.00	591.88	25,100.00	26,515.42	27,500.00	-3.58
10-1-000-001-4320.000 Electric	3,877.20	65.00	3,812.20	20,690.00	19,702.23	24,000.00	-17.91
10-1-000-001-4330.000 Gas	23,442.78	5,300.00	18,142.78	36,500.00	48,781.58	52,000.00	-6.19
10-1-000-001-4330.010 Refuse	0.00	0.00	0.00	0.00	0.00	0.00	
Total Utility Expense	31,896.46	9,265.00	22,631.46	97,540.00	108,094.67	121,000.00	-10.67
TOTAL UTILITY EXPENSE	31,896.46	9,265.00	22,631.46	97,540.00	108,094.67	121,000.00	-10.67
MAINTENANCE & OPERATIONS EXPENSE							
Maintenance - Labor & OT							
10-1-000-001-4410.000 Maint Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4410.100 Maint Labor - OT	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-001-4410.000 Maint Labor - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Labor & OT	0.00	0.00	0.00	0.00	0.00	0.00	
Benefit Contributions - Maintenance							
10-1-000-001-4410.500 Maint Emp 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	0.00	0.00	
Total Benefit Contributions - Maint.	0.00	0.00	0.00	0.00	0.00	0.00	
Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	24.00	0.00	
10-1-000-001-4420.020 Heating&Cooling Supp	0.00	0.00	0.00	6,500.00	6,867.00	6,500.00	5.65
10-1-000-001-4420.030 Snow Removal Supplies	1,066.15	800.00	266.15	1,975.00	1,066.15	2,075.00	-48.62

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4420.031 DON'T USE Gas for Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.040 Elevator Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.050 Landscape/Grounds Sup	156.94	75.00	81.94	1,000.00	2,190.87	1,075.00	103.80
10-1-000-001-4420.051 DON'T USE Gasoline for Mowing	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.070 Electrical Supplies	174.95	75.00	99.95	825.00	1,089.62	900.00	21.07
10-1-000-001-4420.080 Plumbing Supplies	205.57	120.00	85.57	1,320.00	1,184.56	1,440.00	-17.74
10-1-000-001-4420.090 Extermination Supplies	600.00	125.00	475.00	1,375.00	3,272.82	1,500.00	118.19
10-1-000-001-4420.100 Janitorial Supplies	712.46	375.00	337.46	4,125.00	5,434.53	4,500.00	20.77
10-1-000-001-4420.110 Routine Maint. Supplies	365.37	1,462.50	-1,097.13	16,087.50	4,363.02	17,550.00	-75.14
10-1-000-001-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	489.00	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	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4420.126 Vehicle Supplies	312.16	79.17	232.99	870.87	1,146.13	950.00	20.65
10-1-000-001-4420.130 Securitiy Supplies	0.00	66.67	-66.67	733.37	0.00	800.00	-100.00
10-1-020-001-4420.000 Maint Supply-Cares Act	0.00	0.00	0.00	0.00	1.84	0.00	
Total Maintenance - Materials/Supplies	3,593.60	3,178.34	415.26	34,811.74	27,129.54	37,290.00	-27.25
Maintenance - Contracts							
10-1-000-001-4410.200 Maint Labor - Other	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.000 Maint Labor Contract	14,503.25	19,620.00	-5,116.75	215,820.00	150,843.28	235,440.00	-35.93
10-1-000-001-4430.010 Garbage & Trash Con	880.66	385.00	495.66	4,265.00	4,717.15	4,665.00	1.12
10-1-000-001-4430.020 Heating & Cooling Cont	395.91	375.00	20.91	4,125.00	23,788.76	4,500.00	428.64
10-1-000-001-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4430.040 Elevator Maint Cont	4,112.16	4,200.00	-87.84	18,500.00	18,546.71	18,500.00	0.25
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	780.00	2,369.03	780.00	203.72
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	79.75	125.00	-45.25	1,375.00	2,591.17	1,500.00	72.74
10-1-000-001-4430.080 Plumbing Contracts	4,231.52	208.00	4,023.52	2,288.00	7,591.85	2,500.00	203.67
10-1-000-001-4430.090 Extermination Contracts	2,186.34	700.00	1,486.34	10,200.00	17,255.68	11,700.00	47.48
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	6.11	1,417.00	-1,410.89	15,583.00	3,814.11	17,000.00	-77.56
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	100.00	-100.00	1,100.00	1,604.00	1,200.00	33.67
10-1-000-001-4430.121 Laundry Equip Contract	0.00	29.00	-29.00	319.00	24.01	350.00	-93.14
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	1,125.00	0.00	1,500.00	-100.00
Total Maintenance - Contracts	26,395.70	27,159.00	-763.30	275,480.00	233,145.75	299,635.00	-22.19
TOTAL MAINTENANCE EXPENSES	29,989.30	30,337.34	-348.04	310,291.74	260,275.29	336,925.00	-22.75
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	794.85	0.00	794.85	2,600.00	2,449.62	2,600.00	-5.78
10-1-000-001-4480.100 ADT Contract	0.00	0.00	0.00	660.00	652.20	880.00	-25.89
10-1-000-001-4480.500 Security Contract	2,600.00	83.00	2,517.00	917.00	11,398.27	1,000.00	1,039.83
Total Protective Services - Contract	3,394.85	83.00	3,311.85	4,177.00	14,500.09	4,480.00	223.66
TOTAL PROTECTIVE SERVICES EXPENSE	3,394.85	83.00	3,311.85	4,177.00	14,500.09	4,480.00	223.66
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-001-4510.010 Property	3,450.08	3,108.00	342.08	34,192.00	34,303.74	37,300.00	-8.03
10-1-000-001-4510.015 Equipment Insurance	151.64	143.00	8.64	1,573.00	1,523.25	1,716.00	-11.23

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-001-4510.020 Liability Insurance	430.90	442.00	-11.10	4,862.00	4,695.08	5,304.00	-11.48
10-1-000-001-4510.025 PE & PO Insurance	63.81	235.00	-171.19	2,585.00	2,165.65	2,820.00	-23.20
10-1-000-001-4510.030 Work Comp Insurance	179.71	660.00	-480.29	7,260.00	6,151.14	7,920.00	-22.33
10-1-000-001-4510.035 Auto Insurance	47.92	43.00	4.92	473.00	473.17	516.00	-8.30
10-1-000-001-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	4,324.06	4,631.00	-306.94	50,945.00	49,312.03	55,576.00	-11.27
TOTAL INSURANCE PREMIUMS EXPENSE	4,324.06	4,631.00	-306.94	50,945.00	49,312.03	55,576.00	-11.27
 GENERAL EXPENSES							
General Expenses							
10-1-000-001-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	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							
10-1-000-001-4520.000 Pay in lieu of Tax	67.25	2,574.00	-2,506.75	26,949.00	26,228.08	28,103.00	-6.67
Total Payment In Lieu Of Taxes - PILOT	67.25	2,574.00	-2,506.75	26,949.00	26,228.08	28,103.00	-6.67
Bad Debt Write-Offs - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	158.23	2,187.00	-2,028.77	5,602.00	10,451.88	6,842.00	52.76
Total Bad Debt Write-Offs - Tenant Rents	158.23	2,187.00	-2,028.77	5,602.00	10,451.88	6,842.00	52.76
TOTAL OTHER GENERAL EXPENSES	225.48	4,761.00	-4,535.52	32,551.00	36,679.96	34,945.00	4.96
 INTEREST EXP & AMORTIZATION COST							
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	 93,304.16	 74,517.51	 18,786.65	 790,339.61	 755,003.98	 876,601.00	 -13.87
 NET (REVENUE)/EXPENSE	 19,226.40	 5,207.51	 14,018.89	 -23,320.39	 -144,880.37	 -5,669.00	 2,455.66

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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>MISCELLANEOUS EXPENSE</u>							
Extraordinary Expense							
10-1-000-001-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4610.020 Extraordinary Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Casualty Losses - Non-capitalized							
10-1-000-001-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-001-4800.000 Depreciation Exp MT	14,500.00	14,500.00	0.00	159,500.00	159,500.00	174,000.00	-8.33
Total Depreciation Expense	14,500.00	14,500.00	0.00	159,500.00	159,500.00	174,000.00	-8.33
TOTAL MISCELLANEOUS EXPENSES	14,500.00	14,500.00	0.00	159,500.00	159,500.00	174,000.00	-8.33
TOTAL EXPENSES	33,726.40	19,707.51	14,018.89	136,179.61	14,619.63	168,331.00	-91.31
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
10-1-000-001-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
Operating Transfers In/Out							
10-1-000-001-7010.000 Prov Oper Reserve	0.00	-14,500.00	14,500.00	-159,500.00	0.00	-174,000.00	-100.00
10-1-000-001-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-001-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	-14,500.00	14,500.00	-159,500.00	0.00	-174,000.00	-100.00
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (Gain)/Loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-14,500.00	14,500.00	-159,500.00	0.00	-174,000.00	-100.00
EXCESS (REVENUE)/EXPENSE	33,726.40	5,207.51	28,518.89	-23,320.39	14,619.63	-5,669.00	-357.89

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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	196.00	196.00	0.00	2,156.00	2,156.00	2,352.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	-17,133.00	-16,000.00	-1,133.00	-164,000.00	-193,601.48	-180,000.00	7.56
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-17,133.00	-16,000.00	-1,133.00	-164,000.00	-193,601.48	-180,000.00	7.56
Tenant Revenue - Other							
10-1-000-002-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3130.000 Cable TV Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	1,356.50	0.00	
10-1-000-002-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.000 Other Income	-900.30	-250.00	-650.30	-2,750.00	-5,272.96	-3,000.00	75.77
10-1-000-002-3690.100 Late Fees	-925.00	-850.00	-75.00	-5,100.00	-9,275.00	-5,950.00	55.88
10-1-000-002-3690.120 Violation Fees	-860.00	-262.00	-598.00	-2,882.00	-11,462.00	-3,144.00	264.57
10-1-000-002-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.140 Returned Check Charge	0.00	0.00	0.00	-75.00	-50.00	-100.00	-50.00
10-1-000-002-3690.150 Laundry Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.160 Vending Machine Inc	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-3690.180 Labor	-736.50	-1,000.00	263.50	-11,000.00	-14,724.50	-12,000.00	22.70
10-1-000-002-3690.200 Materials	-538.05	-500.00	-38.05	-5,500.00	-4,822.94	-6,000.00	-19.62
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	-3,959.85	-2,862.00	-1,097.85	-27,307.00	-44,250.90	-30,194.00	46.56
TOTAL TENANT REVENUE	-21,092.85	-18,862.00	-2,230.85	-191,307.00	-237,852.38	-210,194.00	13.16
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-002-8020.000 Oper Sub - Curr Yr	-72,860.00	-66,661.00	-6,199.00	-733,271.00	-809,059.00	-799,932.00	1.14
10-1-000-002-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-002-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total HUD PH Operating Subsidy	-72,860.00	-66,661.00	-6,199.00	-733,271.00	-809,059.00	-799,932.00	1.14
Other Grants & Investment Income							
10-1-000-002-3404.000 Rev 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	-8,584.00	8,584.00	-94,417.00	-103,000.00	-103,000.00	0.00
10-1-000-002-3610.000 Interest Income	-21.58	-25.00	3.42	-245.00	-237.33	-270.00	-12.10
Total Other Grants & Investment Income	-21.58	-8,609.00	8,587.42	-94,662.00	-103,237.33	-103,270.00	-0.03
Other Revenue							
10-1-000-002-3195.000 Day Care Income	0.00	-125.00	125.00	-1,375.00	-1,250.00	-1,500.00	-16.67
10-1-000-002-3850.005 Maint Fee Income	0.00	-45.00	45.00	-495.00	-5,079.00	-540.00	840.56
10-1-000-002-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	-3,400.00	0.00	
Total Other Revenue	0.00	-170.00	170.00	-1,870.00	-9,729.00	-2,040.00	376.91
TOTAL OTHER REVENUE	-72,881.58	-75,440.00	2,558.42	-829,803.00	-922,025.33	-905,242.00	1.85
TOTAL REVENUE	-93,974.43	-94,302.00	327.57	-1,021,110.00	-1,159,877.71	-1,115,436.00	3.98

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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-002-4110.000 Admin Salaries	5,846.12	8,583.00	-2,736.88	94,417.00	66,363.85	103,000.00	-35.57
10-1-000-002-4110.200 Admin Inc - Amps	0.00	0.00	0.00	0.00	1,147.44	0.00	
10-1-020-002-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	5,846.12	8,583.00	-2,736.88	94,417.00	67,511.29	103,000.00	-34.46
Benefit Contributions - Administrative							
10-1-000-002-4110.500 Emp Benefit - Admin	1,713.41	3,668.00	-1,954.59	40,333.00	21,470.78	44,000.00	-51.20
10-1-020-002-4110.500 Admin Benefit - Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Benefit Contributions - Admin	1,713.41	3,668.00	-1,954.59	40,333.00	21,470.78	44,000.00	-51.20
Fee Expenses							
10-1-000-002-4120.100 Management Fee Exp	14,198.91	14,734.00	-535.09	162,074.00	159,680.79	176,808.00	-9.69
10-1-000-002-4120.200 Asset Mgt Fee Exp	1,960.00	1,960.00	0.00	21,560.00	21,560.00	23,520.00	-8.33
10-1-000-002-4120.300 Bookkeeping Fee Exp	1,402.50	1,455.00	-52.50	16,005.00	15,772.50	17,460.00	-9.66
10-1-000-002-4120.400 Fee for Service Exp	14.00	0.00	14.00	0.00	116.70	0.00	
10-1-000-002-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	91.82	0.00	
10-1-000-002-4171.000 Audit Fee	0.00	0.00	0.00	2,875.00	0.00	2,875.00	-100.00
Total Fee Expenses	17,575.41	18,149.00	-573.59	202,514.00	197,221.81	220,663.00	-10.62
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	0.00	350.00	-350.00	12,500.00	-1,460.43	12,850.00	-111.37
10-1-000-002-4180.000 Telephone	399.61	230.00	169.61	2,530.00	2,360.30	2,760.00	-14.48
10-1-000-002-4190.100 Postage	162.39	189.00	-26.61	1,768.00	1,803.52	1,964.00	-8.17
10-1-000-002-4190.200 Office Supplies	0.00	100.00	-100.00	1,100.00	810.43	1,200.00	-32.46
10-1-000-002-4190.250 Office Furniture	0.00	0.00	0.00	1,500.00	913.26	1,500.00	-39.12
10-1-000-002-4190.300 Paper Supplies	0.00	86.00	-86.00	946.00	569.68	1,032.00	-44.80
10-1-000-002-4190.400 Printing/printers	0.00	80.00	-80.00	880.00	0.00	960.00	-100.00
10-1-000-002-4190.401 Printing Supplies	0.00	83.00	-83.00	913.00	0.00	996.00	-100.00
10-1-000-002-4190.500 Printer/Copier Sup Cont	0.00	200.00	-200.00	2,200.00	0.00	2,400.00	-100.00
10-1-000-002-4190.550 Computers	899.00	0.00	899.00	0.00	899.00	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	43.74	132.00	-88.26	1,452.00	2,948.81	1,584.00	86.16
10-1-000-002-4190.800 Internet Services	742.88	433.00	309.88	4,763.00	6,932.31	5,196.00	33.42
10-1-000-002-4190.850 IT Support	108.75	92.00	16.75	1,012.00	1,079.62	1,104.00	-2.21
10-1-020-002-4190.200 Office Supply-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Office Expense	2,356.37	1,975.00	381.37	31,564.00	16,856.50	33,546.00	-49.75
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	0.00	0.00	4,500.00	-674.19	5,700.00	-111.83
10-1-000-002-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	-838.40	0.00	
10-1-000-002-4150.100 Mileage - Admin	0.00	75.00	-75.00	825.00	0.00	900.00	-100.00
Total Travel Expense	0.00	75.00	-75.00	5,325.00	-1,512.59	6,600.00	-122.92
Other Expense							

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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-002-4420.040 Elevator Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.050 Landscape/Grounds Sup	0.00	0.00	0.00	2,544.00	2,701.29	2,544.00	6.18
10-1-000-002-4420.051 DON'T USE Gasoline for	0.00	0.00	0.00	0.00	0.00	0.00	
Mowing							
10-1-000-002-4420.070 Electrical Supplies	533.08	347.00	186.08	3,817.00	5,223.41	4,164.00	25.44
10-1-000-002-4420.080 Plumbing Supplies	414.19	500.00	-85.81	5,500.00	4,582.86	6,000.00	-23.62
10-1-000-002-4420.090 Extermination Supplies	0.00	100.00	-100.00	1,100.00	1,053.60	1,200.00	-12.20
10-1-000-002-4420.100 Janitorial Supplies	315.66	210.00	105.66	2,310.00	1,882.53	2,520.00	-25.30
10-1-000-002-4420.110 Routine Maint. Supplies	2,273.14	3,879.00	-1,605.86	20,547.00	19,778.23	31,356.00	-36.92
10-1-000-002-4420.120 Other Misc. Supplies	0.00	0.00	0.00	0.00	19.17	0.00	
10-1-000-002-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4420.126 Vehicle Supplies	1,223.97	380.00	843.97	4,180.00	4,909.05	4,560.00	7.65
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	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Materials/Supplies	4,797.48	5,846.00	-1,048.52	43,708.00	41,848.53	56,424.00	-25.83
Maintenance - Contracts							
10-1-000-002-4410.200 Maint Labor - Other	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.000 Maint Labor Contract	24,060.96	35,419.00	-11,358.04	389,609.00	272,433.84	425,028.00	-35.90
10-1-000-002-4430.010 Garbage&Trash Cont	70.65	250.00	-179.35	2,750.00	1,253.30	3,000.00	-58.22
10-1-000-002-4430.020 Heating&Cooling Cont	0.00	210.00	-210.00	2,310.00	6,057.66	2,520.00	140.38
10-1-000-002-4430.030 Snow Removal Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.040 Elevator Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	15,400.00	12,800.00	15,400.00	-16.88
10-1-000-002-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.070 Electrical Contracts	0.00	0.00	0.00	0.00	941.10	0.00	
10-1-000-002-4430.080 Plumbing Contracts	1,780.90	833.33	947.57	9,166.63	16,043.42	10,000.00	60.43
10-1-000-002-4430.090 Extermination Contracts	1,219.80	850.00	369.80	9,350.00	6,979.20	10,200.00	-31.58
10-1-000-002-4430.100 Reg Contracts	0.00	100.00	-100.00	1,100.00	0.00	1,200.00	-100.00
10-1-000-002-4430.110 Routine Maint Contr	4,888.92	839.00	4,049.92	9,229.00	12,545.44	10,068.00	24.61
10-1-000-002-4430.120 Other Misc Cont Cost	55.00	2,051.00	-1,996.00	22,561.00	29,155.00	24,612.00	18.46
10-1-000-002-4430.121 Laundry Equip Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-4430.126 Vehicle Maint Cont	125.90	0.00	125.90	1,350.00	365.69	1,800.00	-79.68
Total Maintenance - Contracts	32,202.13	40,552.33	-8,350.20	462,825.63	358,574.65	503,828.00	-28.83
TOTAL MAINTENANCE EXPENSES	36,999.61	46,398.33	-9,398.72	506,533.63	400,423.18	560,252.00	-28.53
TOTAL PROTECTIVE SERVICES EXPENSE							
Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	880.16	225.00	655.16	2,475.00	2,712.59	2,700.00	0.47
10-1-000-002-4480.100 ADT Contract	0.00	508.00	-508.00	2,032.00	1,464.21	2,032.00	-27.94
10-1-000-002-4480.500 Security Contract	0.00	792.00	-792.00	8,712.00	1,741.90	9,504.00	-81.67
Total Protective Services - Contract	880.16	1,525.00	-644.84	13,219.00	5,918.70	14,236.00	-58.42
TOTAL PROTECTIVE SERVICES EXPENSE	880.16	1,525.00	-644.84	13,219.00	5,918.70	14,236.00	-58.42
INSURANCE PREMIUMS EXPENSE							
Insurance Expenses							
10-1-000-002-4510.010 Property Ins	3,511.87	3,108.00	403.87	34,188.00	34,427.33	37,296.00	-7.69
10-1-000-002-4510.015 Equipment Insurance	165.38	158.00	7.38	1,738.00	1,683.41	1,896.00	-11.21
10-1-000-002-4510.020 Liability Ins	469.95	483.00	-13.05	5,313.00	5,190.02	5,796.00	-10.46
10-1-000-002-4510.025 PE & PO Insurance	70.84	342.00	-271.16	3,762.00	3,105.89	4,104.00	-24.32

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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-002-4510.030 Work Comp Insurance	211.43	1,025.00	-813.57	11,275.00	9,435.58	12,300.00	-23.29
10-1-000-002-4510.035 Auto Insurance	191.67	217.00	-25.33	2,387.00	2,269.97	2,604.00	-12.83
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	4,621.14	5,333.00	-711.86	58,663.00	56,112.20	63,996.00	-12.32
TOTAL INSURANCE PREMIUMS EXPENSE	4,621.14	5,333.00	-711.86	58,663.00	56,112.20	63,996.00	-12.32
 GENERAL EXPENSES							
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	-2,500.00	-100.00
Total General Expenses	0.00	0.00	0.00	0.00	0.00	-2,500.00	-100.00
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-002-4520.000 Pay in lieu of Tax	1,098.35	1,764.75	-666.40	19,412.25	17,160.60	21,177.00	-18.97
Total Payment In Lieu Of Taxes - PILOT	1,098.35	1,764.75	-666.40	19,412.25	17,160.60	21,177.00	-18.97
Bad Debt Write-Offs - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	2,940.46	4,623.00	-1,682.54	5,496.00	7,895.20	11,633.00	-32.13
Total Bad Debt Write-Offs - Tenant Rents	2,940.46	4,623.00	-1,682.54	5,496.00	7,895.20	11,633.00	-32.13
TOTAL OTHER GENERAL EXPENSES	4,038.81	6,387.75	-2,348.94	24,908.25	25,055.80	30,310.00	-17.33
 INTEREST EXP & AMORTIZATION COST							
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	 80,167.49	 94,986.08	 -14,818.59	 1,008,191.88	 813,491.25	 1,115,282.00	 -27.06
 NET (REVENUE)/EXPENSE	 -13,806.94	 684.08	 -14,491.02	 -12,918.12	 -346,386.46	 -154.00	 224,826.27

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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<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	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-002-4800.000 Depreciation Exp Fam	29,000.00	31,000.00	-2,000.00	341,000.00	319,000.00	372,000.00	-14.25
Total Depreciation Expense	29,000.00	31,000.00	-2,000.00	341,000.00	319,000.00	372,000.00	-14.25
TOTAL MISCELLANEOUS EXPENSES	29,000.00	31,000.00	-2,000.00	341,000.00	319,000.00	372,000.00	-14.25
TOTAL EXPENSES	15,193.06	31,684.08	-16,491.02	328,081.88	-27,386.46	371,846.00	-107.37
<u>OTHER FINANCING SOURCES (USES)</u>							
Prior Period Adjustment							
10-1-000-002-6010.000 Prior Yr Adj-ARR	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-6020.000 Prior Yr Adj-NARR	0.00	0.00	0.00	0.00	0.00	0.00	
Total Prior Period Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	
Operating Transfers In/Out							
10-1-000-002-7010.000 Prov Oper Reserve	0.00	-31,000.00	31,000.00	-341,000.00	0.00	-372,000.00	-100.00
10-1-000-002-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-002-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating Transfers In/Out	0.00	-31,000.00	31,000.00	-341,000.00	0.00	-372,000.00	-100.00
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (Gain)/Loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-31,000.00	31,000.00	-341,000.00	0.00	-372,000.00	-100.00
EXCESS (REVENUE)/EXPENSE	15,193.06	684.08	14,508.98	-12,918.12	-27,386.46	-154.00	17,683.42

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
pum	51.00	51.00	0.00	561.00	561.00	612.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	-13,740.00	-13,500.00	-240.00	-148,500.00	-148,851.00	-162,000.00	-8.12
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Rent Revenue	-13,740.00	-13,500.00	-240.00	-148,500.00	-148,851.00	-162,000.00	-8.12
Tenant Revenue - Other							
10-1-000-006-3120.000 Excess Utilities	0.00	0.00	0.00	0.00	-75.00	0.00	
10-1-000-006-3130.000 Cable TV Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3190.000 Nondwell Rent	0.00	0.00	0.00	-75.00	0.00	-75.00	-100.00
10-1-000-006-3190.100 Beauty Shop Rent	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.000 Other Income	0.00	-42.00	42.00	-459.00	32.00	-500.00	-106.40
10-1-000-006-3690.100 Late Fees	-100.00	-25.00	-75.00	-275.00	-1,175.00	-300.00	291.67
10-1-000-006-3690.120 Violation Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.130 Court Cost Fees	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3690.140 Returned Check Charge	0.00	2.08	-2.08	22.88	-25.00	25.00	-200.00
10-1-000-006-3690.150 Laundry Income	-467.00	-540.00	73.00	-5,940.00	-4,707.92	-6,480.00	-27.35
10-1-000-006-3690.160 Vending Machine Inc	-36.99	-20.00	-16.99	-220.00	-308.56	-240.00	28.57
10-1-000-006-3690.180 Labor	-36.00	-40.00	4.00	-440.00	-464.75	-480.00	-3.18
10-1-000-006-3690.200 Materials	0.00	-10.00	10.00	-110.00	-53.01	-120.00	-55.83
10-1-000-006-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Tenant Revenue Other	-639.99	-674.92	34.93	-7,496.12	-6,777.24	-8,170.00	-17.05
TOTAL TENANT REVENUE	-14,379.99	-14,174.92	-205.07	-155,996.12	-155,628.24	-170,170.00	-8.55
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-006-8020.000 Oper Sub - Curr Yr	-7,628.00	-4,803.00	-2,825.00	-52,833.00	-90,351.00	-57,636.00	56.76
10-1-000-006-8021.000 Oper Sub - Prior Yr	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-020-006-8020.000 Oper Sub - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total HUD PH Operating Subsidy	-7,628.00	-4,803.00	-2,825.00	-52,833.00	-90,351.00	-57,636.00	56.76
Other Grants & Investment Income							
10-1-000-006-3404.000 Rev 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	-42,000.00	-42,000.00	-42,000.00	0.00
10-1-000-006-3610.000 Interest Income	-5.96	-8.00	2.04	-88.00	-71.50	-96.00	-25.52
Total Other Grants & Investment Income	-5.96	-8.00	2.04	-42,088.00	-42,071.50	-42,096.00	-0.06
Other Revenue							
10-1-000-006-3195.000 Day Care Income	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-3850.005 Maint Fee Income	0.00	0.00	0.00	0.00	-672.00	0.00	
10-1-000-006-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Revenue	0.00	0.00	0.00	0.00	-672.00	0.00	
TOTAL OTHER REVENUE	-7,633.96	-4,811.00	-2,822.96	-94,921.00	-133,094.50	-99,732.00	33.45
TOTAL REVENUE	-22,013.95	-18,985.92	-3,028.03	-250,917.12	-288,722.74	-269,902.00	6.97

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-006-4110.000 Admin Salaries	0.00	1,845.00	-1,845.00	20,295.00	2,176.69	22,140.00	-90.17
10-1-000-006-4110.200 Admin Inc - Amps	619.39	125.00	494.39	1,375.00	4,438.03	1,500.00	195.87
10-1-020-006-4110.000 Admin Salary-Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Administrative Salaries & Benefits	619.39	1,970.00	-1,350.61	21,670.00	6,614.72	23,640.00	-72.02
Benefit Contributions - Administrative							
10-1-000-006-4110.500 Emp Benefit - Admin	0.00	715.00	-715.00	7,865.00	839.26	8,580.00	-90.22
10-1-020-006-4110.500 Admin Benefit - Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Benefit Contributions - Admin	0.00	715.00	-715.00	7,865.00	839.26	8,580.00	-90.22
Fee Expenses							
10-1-000-006-4120.100 Management Fee Exp	3,872.43	3,834.00	38.43	42,174.00	42,444.87	46,008.00	-7.74
10-1-000-006-4120.200 Asset Mngt Fee Exp	510.00	510.00	0.00	5,610.00	5,610.00	6,120.00	-8.33
10-1-000-006-4120.300 Bookkeeping Exp	382.50	379.00	3.50	4,169.00	4,192.50	4,548.00	-7.82
10-1-000-006-4120.400 Fee for Service Exp	1.00	0.00	1.00	0.00	14.74	0.00	
10-1-000-006-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4171.000 Audit Fee	0.00	0.00	0.00	775.00	0.00	775.00	-100.00
10-1-020-006-4120.100 Mgmt Fee - Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	
Total Fee Expenses	4,765.93	4,723.00	42.93	52,728.00	52,262.11	57,451.00	-9.03
Advertising & Marketing							
10-1-000-006-4190.650 Advertising	0.00	17.00	-17.00	184.00	0.00	200.00	-100.00
Total Advertising & Marketing	0.00	17.00	-17.00	184.00	0.00	200.00	-100.00
Office Expense							
10-1-000-006-4140.000 Training - Staff	0.00	0.00	0.00	1,050.00	-525.00	1,150.00	-145.65
10-1-000-006-4180.000 Telephone	404.20	317.00	87.20	3,488.00	3,634.06	3,805.00	-4.49
10-1-000-006-4190.100 Postage	7.42	10.00	-2.58	110.00	73.88	120.00	-38.43
10-1-000-006-4190.200 Office Supplies	0.00	4.00	-4.00	45.00	0.00	50.00	-100.00
10-1-000-006-4190.250 Office Furniture	0.00	42.00	-42.00	458.00	395.45	500.00	-20.91
10-1-000-006-4190.300 Paper Supplies	0.00	25.00	-25.00	275.00	7.09	300.00	-97.64
10-1-000-006-4190.400 Printing/printers	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.401 Printing Supplies	0.00	12.50	-12.50	137.50	0.00	150.00	-100.00
10-1-000-006-4190.500 Printer/Copier Sup Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.550 Computers	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4190.700 Member Dues/Fees	0.00	2.00	-2.00	22.00	147.29	25.00	489.16
10-1-000-006-4190.800 Internet Services	399.90	175.00	224.90	1,925.00	2,090.07	2,100.00	-0.47
10-1-000-006-4190.850 IT Support	0.00	12.50	-12.50	137.50	601.50	150.00	301.00
Total Office Expense	811.52	600.00	211.52	7,648.00	6,424.34	8,350.00	-23.06
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	0.00	0.00	1,325.00	0.00	1,550.00	-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	0.00	0.00	0.00	0.00	0.00	
Total Travel Expense	0.00	0.00	0.00	1,325.00	0.00	1,550.00	-100.00
Other Expense							

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Removal							
10-1-000-006-4420.040 Elevator Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.050 Landscape/Grounds Sup	0.00	0.00	0.00	525.00	659.30	550.00	19.87
10-1-000-006-4420.051 DON'T USE Gasoline for	0.00	0.00	0.00	0.00	0.00	0.00	
Mowing							
10-1-000-006-4420.070 Electrical Supplies	32.29	20.00	12.29	220.00	275.68	240.00	14.87
10-1-000-006-4420.080 Plumbing Supplies	1.17	52.00	-50.83	572.00	1,231.38	625.00	97.02
10-1-000-006-4420.090 Extermination Supplies	0.00	8.00	-8.00	92.00	0.00	100.00	-100.00
10-1-000-006-4420.100 Janitorial Supplies	48.96	119.00	-70.04	1,306.00	539.69	1,425.00	-62.13
10-1-000-006-4420.110 Routine Maint.Supplies	12.01	500.00	-487.99	5,500.00	1,520.07	6,000.00	-74.67
10-1-000-006-4420.120 Other Misc Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4420.126 Vehicle Supplies	0.00	0.00	0.00	0.00	18.00	0.00	
10-1-000-006-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Materials/Supplies	1,367.48	1,307.00	60.48	11,530.00	5,858.70	12,590.00	-53.47
Maintenance - Contracts							
10-1-000-006-4430.000 Maint Labor Contract	1,421.75	4,642.00	-3,220.25	51,062.00	39,520.79	55,704.00	-29.05
10-1-000-006-4430.010 Garbage & Trash Cont	674.50	250.00	424.50	2,750.00	3,212.70	3,000.00	7.09
10-1-000-006-4430.020 Heating & Cooling Cont	2,266.96	750.00	1,516.96	8,250.00	11,166.64	9,000.00	24.07
10-1-000-006-4430.030 Snow Removal Contract	375.00	375.00	0.00	750.00	375.00	875.00	-57.14
10-1-000-006-4430.040 Elevator Maint Cont	1,067.70	1,075.00	-7.30	4,300.00	4,875.80	4,300.00	13.39
10-1-000-006-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	300.00	815.57	300.00	171.86
10-1-000-006-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4430.070 Electrical Contracts	0.00	50.00	-50.00	550.00	17,864.78	600.00	2,877.46
10-1-000-006-4430.080 Plumbing Contracts	0.00	670.00	-670.00	7,370.00	8,491.88	8,040.00	5.62
10-1-000-006-4430.090 Extermination Contracts	0.00	0.00	0.00	1,690.00	1,309.68	2,020.00	-35.16
10-1-000-006-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4430.110 Routing Maint Cont	0.00	479.00	-479.00	5,271.00	3,095.52	5,750.00	-46.16
10-1-000-006-4430.120 Other Misc. Cont Cost	0.00	0.00	0.00	0.00	1,339.90	0.00	
10-1-000-006-4430.121 Laundry Equip Contract	0.00	37.50	-37.50	412.50	1,070.77	450.00	137.95
10-1-000-006-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
Total Maintenance - Contracts	5,805.91	8,328.50	-2,522.59	82,705.50	93,139.03	90,039.00	3.44
TOTAL MAINTENANCE EXPENSES	7,173.39	9,635.50	-2,462.11	94,235.50	98,997.73	102,629.00	-3.54
TOTAL PROTECTIVE SERVICES EXPENSE							
Protective Services - Contract							
10-1-000-006-4480.000 Police Contract	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4480.100 ADT Contract	676.40	0.00	676.40	2,544.00	2,611.22	2,544.00	2.64
10-1-000-006-4480.500 Security Contract	1,152.20	75.00	1,077.20	825.00	8,759.63	900.00	873.29
10-1-020-006-4480.000 Protective Serv - Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Protective Services - Contract	1,828.60	75.00	1,753.60	3,369.00	11,370.85	3,444.00	230.16
TOTAL PROTECTIVE SERVICES EXPENSE	1,828.60	75.00	1,753.60	3,369.00	11,370.85	3,444.00	230.16
INSURANCE PREMIUMS EXPENSE							
Insurance Expenses							
10-1-000-006-4510.010 Property Insurance	1,122.56	1,010.33	112.23	11,113.63	11,111.07	12,124.00	-8.35
10-1-000-006-4510.015 Equipment Insurance	43.68	70.00	-26.32	770.00	441.65	840.00	-47.42
10-1-000-006-4510.020 Liability Insurance	124.11	40.00	84.11	440.00	1,361.70	480.00	183.69
10-1-000-006-4510.025 PE & PO Insurance	7.14	175.00	-167.86	1,925.00	569.74	2,100.00	-72.87

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
10-1-000-006-4510.030 Work Comp	59.90	130.00	-70.10	1,430.00	1,628.43	1,560.00	4.39
10-1-000-006-4510.035 Auto Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Insurance Expenses	1,357.39	1,425.33	-67.94	15,678.63	15,112.59	17,104.00	-11.64
TOTAL INSURANCE PREMIUMS EXPENSE	1,357.39	1,425.33	-67.94	15,678.63	15,112.59	17,104.00	-11.64
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-006-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	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							
10-1-000-006-4520.000 Pay in lieu of Tax	614.74	1,073.00	-458.26	12,454.00	12,255.71	13,312.00	-7.93
Total Payment In Lieu Of Taxes - PILOT	614.74	1,073.00	-458.26	12,454.00	12,255.71	13,312.00	-7.93
Bad Debt Write-Offs - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	278.40	125.00	153.40	1,225.00	1,552.73	1,350.00	15.02
Total Bad Debt Write-Offs - Tenant Rents	278.40	125.00	153.40	1,225.00	1,552.73	1,350.00	15.02
TOTAL OTHER GENERAL EXPENSES	893.14	1,198.00	-304.86	13,679.00	13,808.44	14,662.00	-5.82
<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	25,044.47	23,243.83	1,800.64	244,277.13	232,084.13	268,040.00	-13.41
NET (REVENUE)/EXPENSE	3,030.52	4,257.91	-1,227.39	-6,639.99	-56,638.61	-1,862.00	2,941.82

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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
<u>MISCELLANEOUS EXPENSE</u>							
Extraordinary 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	
Casualty Losses - Non-capitalized							
10-1-000-006-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	
Depreciation Expense							
10-1-000-006-4800.000 Depreciation Exp BB	11,000.00	11,000.00	0.00	121,000.00	121,000.00	132,000.00	-8.33
Total Depreciation Expense	11,000.00	11,000.00	0.00	121,000.00	121,000.00	132,000.00	-8.33
TOTAL MISCELLANEOUS EXPENSES	11,000.00	11,000.00	0.00	121,000.00	121,000.00	132,000.00	-8.33
TOTAL EXPENSES	14,030.52	15,257.91	-1,227.39	114,360.01	64,361.39	130,138.00	-50.54
<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	-11,000.00	11,000.00	-121,000.00	0.00	-132,000.00	-100.00
10-1-000-006-9111.000 Xfers In from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
10-1-000-006-9111.100 Xfers Out from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Operating/Reserve Transfers In/Out	0.00	-11,000.00	11,000.00	-121,000.00	0.00	-132,000.00	-100.00
Proceeds Sale Property (gain)/loss							
Total Proceeds Sale Property (gain)/loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER FINANCING SOURCES (USES)	0.00	-11,000.00	11,000.00	-121,000.00	0.00	-132,000.00	-100.00
EXCESS (REVENUE)/EXPENSE	14,030.52	4,257.91	9,772.61	-6,639.99	64,361.39	-1,862.00	-3,556.57

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Knox County Housing Authority
INCOME STATEMENT - HCV (ADMIN & HAP)
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ADMIN REVENUE							
Total PUM (including Port Outs)	280.00	280.00	0.00	3,080.00	3,080.00	3,360.00	0.00
ADMIN OPERATING INCOME							
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Sub - Cur Yr	-11,978.00	-10,671.00	-1,307.00	-117,381.00	-119,907.00	-128,052.00	-6.36
30-1-020-000-8026.500 Admin Fee Sub-Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Admin Fee Subsidy	-11,978.00	-10,671.00	-1,307.00	-117,381.00	-119,907.00	-128,052.00	-6.36
Interest Income							
30-1-000-000-3300.000 Int Reserve	-8.57	-6.00	-2.57	-66.00	-73.06	-72.00	1.47
Surplus-Admin							
30-1-000-000-3610.000 Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	
Total Interest Income	-8.57	-6.00	-2.57	-66.00	-73.06	-72.00	1.47
Other Income							
30-1-000-000-3300.010 Inc - Portable	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-3300.100 Fraud Recovery - Admin	0.00	-417.00	417.00	-4,583.00	-404.00	-5,000.00	-91.92
30-1-000-000-3300.170 Admin Fees Port	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-3690.000 Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-3690.100 Other Income - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Income	0.00	-417.00	417.00	-4,583.00	-404.00	-5,000.00	-91.92
TOTAL ADMIN OPERATING INCOME	-11,986.57	-11,094.00	-892.57	-122,030.00	-120,384.06	-133,124.00	-9.57
ADMIN EXPENSES							
ADMIN OPERATING EXPENSE							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	7,057.88	4,805.00	2,252.88	52,855.00	58,875.16	57,660.00	2.11
30-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-020-000-4110.000 Admin Salaries-Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Admin Salaries	7,057.88	4,805.00	2,252.88	52,855.00	58,875.16	57,660.00	2.11
Audit Fee Expense							
30-1-000-000-4171.000 Audit Fee	0.00	0.00	0.00	1,850.00	0.00	1,850.00	-100.00
Total Audit Fee Expense	0.00	0.00	0.00	1,850.00	0.00	1,850.00	-100.00
Fee Expense							
30-1-000-000-4120.100 Management Fees	2,400.00	2,460.00	-60.00	27,060.00	26,508.00	29,520.00	-10.20
30-1-000-000-4120.300 Bookkeep. Fees	1,500.00	1,538.00	-38.00	16,918.00	16,567.50	18,456.00	-10.23
30-1-000-000-4120.400 Fee for Service Fee	891.00	0.00	891.00	0.00	891.00	0.00	
30-1-000-000-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	7.50	0.00	
Total Fees Expense	4,791.00	3,998.00	793.00	43,978.00	43,974.00	47,976.00	-8.34
Benefit Contribution Expense							
30-1-000-000-4110.500 Emp Benefit - Admin	2,936.23	2,000.00	936.23	22,000.00	29,603.83	24,000.00	23.35
30-1-000-000-4540.000 Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-020-000-4110.500 Admin Benefit - Cares	0.00	0.00	0.00	0.00	0.00	0.00	
Total Benefit Contribution Exp	2,936.23	2,000.00	936.23	22,000.00	29,603.83	24,000.00	23.35
Office Expense							
30-1-000-000-4180.000 Telephone	164.54	94.00	70.54	1,034.00	940.34	1,128.00	-16.64
30-1-000-000-4190.100 Postage	170.00	161.00	9.00	2,305.00	2,272.41	2,466.00	-7.85
30-1-000-000-4190.250 Office Furniture	0.00	0.00	0.00	1,000.00	1,132.28	1,000.00	13.23

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Knox County Housing Authority
INCOME STATEMENT - HCV (ADMIN & HAP)
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
30-1-000-000-4190.400 Pinting/Printers	0.00	36.00	-36.00	216.00	0.00	216.00	-100.00
30-1-000-000-4190.401 Printing Supplies	0.00	8.00	-8.00	92.00	370.36	100.00	270.36
30-1-000-000-4190.550 Computers	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.800 Internet Services	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.850 IT Support	0.00	26.50	-26.50	291.50	318.00	318.00	0.00
Total Office Expense	334.54	325.50	9.04	4,938.50	5,033.39	5,228.00	-3.72
Legal Expense							
30-1-000-000-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Travel Expense							
30-1-000-000-4150.000 Travel - Staff	0.00	0.00	0.00	1,400.00	0.00	2,150.00	-100.00
Total Travel Expense	0.00	0.00	0.00	1,400.00	0.00	2,150.00	-100.00
Other Expense							
30-1-000-000-4140.000 Training - Staff	717.00	25.00	692.00	1,375.00	803.50	1,400.00	-42.61
30-1-000-000-4160.000 Publications	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4160.300 Consulting Services	0.00	0.00	0.00	0.00	2,576.00	0.00	
30-1-000-000-4160.500 Translating/Interp Serv.	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4190.000 Other Sundry	465.40	25.00	440.40	275.00	2,340.27	300.00	680.09
30-1-000-000-4190.200 Inspection Exp	100.00	875.00	-775.00	4,375.00	1,625.00	5,250.00	-69.05
30-1-000-000-4190.950 Background Verification	0.00	54.00	-54.00	594.00	111.05	648.00	-82.86
30-1-000-000-4420.126 Vehicle Supplies	18.08	46.00	-27.92	505.00	48.54	550.00	-91.17
30-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.00	0.00	0.00	
Total Other Expense	1,300.48	1,025.00	275.48	7,124.00	7,504.36	8,148.00	-7.90
TOTAL ADMIN EXPENSE	16,420.13	12,153.50	4,266.63	134,145.50	144,990.74	147,012.00	-1.37
Insurance Premiums Expense							
30-1-000-000-4510.025 PE & PO Insurance	53.16	67.00	-13.84	737.00	661.74	804.00	-17.69
30-1-000-000-4510.030 Work Comp Insurance	190.28	217.00	-26.72	2,387.00	2,262.85	2,604.00	-13.10
30-1-000-000-4510.035 Auto Insurance	47.92	43.00	4.92	473.00	473.17	515.00	-8.12
Total Insurance Premium Expenses	291.36	327.00	-35.64	3,597.00	3,397.76	3,923.00	-13.39
TOTAL INSURANCE EXPENSE	291.36	327.00	-35.64	3,597.00	3,397.76	3,923.00	-13.39
General Expense							
30-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4570.100 Collection Loss Admin	-16.00	0.00	-16.00	0.00	65.27	0.00	
30-1-000-000-4590.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4590.010 Admin Gen Exp-Port	269.15	327.50	-58.35	3,602.50	3,108.93	3,930.00	-20.89
30-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	
Total General Expense	253.15	327.50	-74.35	3,602.50	3,174.20	3,930.00	-19.23
TOTAL GENERAL EXPENSE	253.15	327.50	-74.35	3,602.50	3,174.20	3,930.00	-19.23
TOTAL EXPENSES - ADMIN	16,964.64	12,808.00	4,156.64	141,345.00	151,562.70	154,865.00	-2.13
ADMIN (Profit)/Loss	4,978.07	1,714.00	3,264.07	19,315.00	31,178.64	21,741.00	43.41
MISCELLANEOUS EXPENSE							
Surplus Adj & Provision							
30-1-000-000-6010.000 Prior Yr Adj - ARR	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-7016.000 Prov for Oper Rsrve	0.00	-464.00	464.00	-5,104.00	0.00	-5,568.00	-100.00
Total Surplus Adjustments	0.00	-464.00	464.00	-5,104.00	0.00	-5,568.00	-100.00
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	464.00	464.00	0.00	5,104.00	5,104.00	5,568.00	-8.33

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Depreciation Expense	464.00	464.00	0.00	5,104.00	5,104.00	5,568.00	-8.33
Proceeds Sale Property (Gain)/Loss							
Total Proceeds Sale Property (Gain)/Loss	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL MISC EXPENSE	464.00	0.00	464.00	0.00	5,104.00	0.00	
ADMIN (Profit)/Loss w/ Depreciation	5,442.07	1,714.00	3,728.07	19,315.00	36,282.64	21,741.00	66.89
HAP REVENUE							
HAP Income							
30-1-000-000-3300.200 Fraud Recovery - HAP	0.00	-417.00	417.00	-4,583.00	-404.00	-5,000.00	-91.92
30-1-000-000-3300.500 Int Reserve Surplus-HAP	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-8026.000 HAP Subsidy - Cur Yr	-78,060.00	-75,928.00	-2,132.00	-835,209.00	-865,112.00	-911,138.00	-5.05
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	
Total Income	-78,060.00	-76,345.00	-1,715.00	-839,792.00	-865,516.00	-916,138.00	-5.53
TOTAL HAP INCOME	-78,060.00	-76,345.00	-1,715.00	-839,792.00	-865,516.00	-916,138.00	-5.53
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP Tenant Pmts	66,117.00	68,852.00	-2,735.00	760,317.00	731,468.00	830,513.00	-11.93
30-1-000-000-4715.015 HAP Mid-month Pmt	0.00	0.00	0.00	0.00	304.00	0.00	
30-1-000-000-4715.020 HAP Fraud Rpay-Admin	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.021 HAP Fraud Rpay-HUD	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.030 HAP Port In Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4715.040 HAP Utility Pmts	2,539.00	2,552.00	-13.00	28,072.00	22,037.00	30,624.00	-28.04
30-1-000-000-4715.050 HAP Homeownership	0.00	174.00	-174.00	1,914.00	0.00	2,088.00	-100.00
30-1-000-000-4715.070 HAP Port Out Pmts	5,960.00	11,025.00	-5,065.00	121,275.00	88,085.00	132,300.00	-33.42
30-1-000-000-4715.080 HAP Hard to House Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
30-1-000-000-4718.000 HAP Escrow Certs Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
Total HAP Expenses	74,616.00	82,603.00	-7,987.00	911,578.00	841,894.00	995,525.00	-15.43
TOTAL HAP EXPENSE	74,616.00	82,603.00	-7,987.00	911,578.00	841,894.00	995,525.00	-15.43
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	-16.80	-25.00	8.20	-275.00	13.48	-300.00	-104.49
Total General HAP Expenses	-16.80	-25.00	8.20	-275.00	13.48	-300.00	-104.49
TOTAL GENERAL HAP EXPENSES	-16.80	-25.00	8.20	-275.00	13.48	-300.00	-104.49
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	74,599.20	82,578.00	-7,978.80	911,303.00	841,907.48	995,225.00	-15.41
Remaining HAP (to)/from Reserve	-3,460.80	6,233.00	-9,693.80	71,511.00	-23,608.52	79,087.00	-129.85

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total PUM (including Port Outs)	15.00	0.00	0.00	0.00	120.00	0.00	0.00
EHV - HAP INCOME STATEMENT							
HAP INCOME - EHV							
<u>HAP INCOME</u>							
HAP Income							
30-1-000-001-8026.000 EHV HAP Subsidy Inc	0.00	0.00	0.00	0.00	-31,505.00	0.00	
Total HAP Income	0.00	0.00	0.00	0.00	-31,505.00	0.00	
TOTAL HAP INCOME	0.00	0.00	0.00	0.00	-31,505.00	0.00	
HAP EXPENSE - EHV							
<u>HAP EXPENSE</u>							
HAP Expenses							
30-1-000-001-4715.010 EHV HAP Tenant Pmts	3,747.00	0.00	3,747.00	0.00	12,795.00	0.00	
30-1-000-001-4715.040 EHV HAP Utility Pmts	111.00	0.00	111.00	0.00	573.00	0.00	
30-1-000-001-4715.070 EHV HAP Port Out Pmts	0.00	0.00	0.00	0.00	0.00	0.00	
Total HAP Expense	3,858.00	0.00	3,858.00	0.00	13,368.00	0.00	
TOTAL HAP EXPENSE	3,858.00	0.00	3,858.00	0.00	13,368.00	0.00	
EHV HAP (to)/from Reserve	3,858.00	0.00	3,858.00	0.00	-18,137.00	0.00	
EHV - ADMIN INCOME STATEMENT							
ADMIN INCOME - EHV							
<u>EHV - ADMIN INCOME</u>							
Admin Fee Subsidy							
30-1-000-001-8026.500 EHV Admim Subsidy	0.00	0.00	0.00	0.00	-3,940.00	0.00	
30-1-000-001-8026.501 EHV Prelim Fee Inc	0.00	0.00	0.00	0.00	-6,000.00	0.00	
30-1-000-001-8026.502 EHV Service Fee Inc	0.00	0.00	0.00	0.00	-26,250.00	0.00	
30-1-000-001-8026.503 EHV Placement Fee Inc	-750.00	0.00	-750.00	0.00	-2,250.00	0.00	
Total Admin Fee Subsidy	-750.00	0.00	-750.00	0.00	-38,440.00	0.00	
Interest Income							
Total Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	
Other Income							
Total Other Income	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL EHV ADMIN INCOME	-750.00	0.00	-750.00	0.00	-38,440.00	0.00	

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
ADMIN EXPENSES - EHV							
<u>PRELIMINARY FEE EXPENSES</u>							
Preliminary Fee Expenses							
30-1-000-001-4130.100 EHV Preliminary Exps	0.00	0.00	0.00	0.00	370.00	0.00	
30-1-000-001-4190.200 Inspection Exp	0.00	0.00	0.00	0.00	225.00	0.00	
Total Preliminary Fee Expenses	0.00	0.00	0.00	0.00	595.00	0.00	
TOTAL PRELIMINARY FEE EXPENSES	0.00	0.00	0.00	0.00	595.00	0.00	
<u>PLACEMENT/ISSUANCE EXPENSES</u>							
Admin Placement/Issuance Fee Exp							
Total Placement/Issuance Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	
TOTAL PLACEMENT/ISSUANCE EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	
<u>ONGOING ADMINISTRATIVE EXPENSES</u>							
Ongoing Admin Expenses							
30-1-000-001-4110.000 EHV Salary Exp	2,692.12	0.00	2,692.12	0.00	5,225.84	0.00	
30-1-000-001-4110.200 Admin Inc - Amps	1,607.20	0.00	1,607.20	0.00	1,607.20	0.00	
30-1-000-001-4110.500 EHV Emp Benefit Exp	1,043.49	0.00	1,043.49	0.00	2,518.75	0.00	
30-1-000-001-4120.100 EHV Management Fee	84.00	0.00	84.00	0.00	276.00	0.00	
30-1-000-001-4120.300 EHV Bookkeeping Fee	52.50	0.00	52.50	0.00	172.50	0.00	
30-1-000-001-4130.200 EHV Other Ongoing	4.50	0.00	4.50	0.00	244.50	0.00	
Total Ongoing Admin Expenses	5,483.81	0.00	5,483.81	0.00	10,044.79	0.00	
TOTAL ONGOING ADMIN EXPENSES	5,483.81	0.00	5,483.81	0.00	10,044.79	0.00	
<u>SERVICE FEE EXPENSES</u>							
Housing Search Assistance Exps							
Total Housing Search Assistance Exps	0.00	0.00	0.00	0.00	0.00	0.00	
Security/Utility/Holding Deposits							
30-1-000-001-4130.300 EHV Deposit Expenses	580.00	0.00	580.00	0.00	4,247.19	0.00	
Total Security/Utility/Holding Deposits	580.00	0.00	580.00	0.00	4,247.19	0.00	
Owner Incentive Expense							
30-1-000-001-4130.320 EHV Owner Incentive Exp	0.00	0.00	0.00	0.00	838.00	0.00	
Total Owner Incentive Expenses	0.00	0.00	0.00	0.00	838.00	0.00	
Other Eligible Expenses							
30-1-000-001-4130.330 EHV Other Service Exp	1,224.85	0.00	1,224.85	0.00	1,530.90	0.00	
Total Other Eligible Expenses	1,224.85	0.00	1,224.85	0.00	1,530.90	0.00	
TOTAL SERVICE FEE EXPENSES	1,804.85	0.00	1,804.85	0.00	6,616.09	0.00	
TOTAL EHV ADMIN EXPENSES	7,288.66	0.00	7,288.66	0.00	17,255.88	0.00	
EHV ADMINI (Profit)/Loss	6,538.66	0.00	6,538.66	0.00	-21,184.12	0.00	

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	-25,698.00	-28,400.00	2,702.00	-312,400.00	-286,951.00	-340,800.00	-15.80
60-1-000-000-5125.000 PHA Rent	-6,782.00	-4,500.00	-2,282.00	-49,500.00	-69,092.00	-54,000.00	27.95
60-1-000-000-5220.000 Vacancies - BW	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5320.000 Rent Adjustments	-50.00	-40.00	-10.00	-440.00	299.00	-480.00	-162.29
60-1-000-000-5970.000 Excess Rent	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-32,530.00	-32,940.00	410.00	-362,340.00	-355,744.00	-395,280.00	-10.00
70400 Tenant Revenue - Other							
60-1-000-000-5910.000 Laundry Income	-510.00	-733.00	223.00	-8,063.00	-7,291.86	-8,796.00	-17.10
60-1-000-000-5920.000 Bad Check Charges	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5922.000 Labor & Materials	-856.00	-450.00	-406.00	-4,950.00	-6,833.75	-5,400.00	26.55
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	-26.00	-150.00	124.00	-1,650.00	-587.00	-1,800.00	-67.39
60-1-000-000-5926.000 Violation Charges	0.00	-40.00	40.00	-440.00	0.00	-480.00	-100.00
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-1,392.00	-1,373.00	-19.00	-15,103.00	-14,712.61	-16,476.00	-10.70
70500 TOTAL TENANT REVENUE	-33,922.00	-34,313.00	391.00	-377,443.00	-370,456.61	-411,756.00	-10.03
70600 HUD PHA Operating Grants							
60-1-000-000-5126.000 HAP - Brentwood S8	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	0.00	0.00	0.00	0.00	0.00	0.00	
70800 Other Government Grants							
60-1-000-000-5990.000 Income from Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
60-1-000-000-5410.000 Interest Income	-16.30	-20.00	3.70	-220.00	-131.31	-240.00	-45.29
60-1-000-000-5420.000 Interst Sec Deposits	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71100	-16.30	-20.00	3.70	-220.00	-131.31	-240.00	-45.29
71400 Fraud Recovery							
Total Line 71400	0.00	0.00	0.00	0.00	0.00	0.00	
71500 Other Revenue							
60-1-000-000-5127.000 Office Rent Receipt	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5900.000 Other Income	0.00	0.00	0.00	0.00	-104.48	0.00	
60-1-000-000-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71500	0.00	0.00	0.00	0.00	-104.48	0.00	
72000 Investment Income - Restricted							
60-1-000-000-5440.000 Rep Res Interest	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-5450.000 Residual Res Int Inc	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 72000	0.00	0.00	0.00	0.00	0.00	0.00	
70000 TOTAL REVENUE	-33,938.30	-34,333.00	394.70	-377,663.00	-370,692.40	-411,996.00	-10.03

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
60-1-000-000-6310.000 Admin Salaries	1,074.00	1,170.00	-96.00	12,870.00	12,235.58	14,040.00	-12.85
60-1-000-000-6330.000 Manager Salaries	2,451.00	2,650.00	-199.00	29,150.00	29,103.48	31,800.00	-8.48
60-1-000-000-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	3,525.00	3,820.00	-295.00	42,020.00	41,339.06	45,840.00	-9.82
91200 Auditing Fees							
60-1-000-000-6350.000 Audit	0.00	0.00	0.00	950.00	0.00	950.00	-100.00
Total Line 91200	0.00	0.00	0.00	950.00	0.00	950.00	-100.00
91300 Management Fee							
60-1-000-000-6320.000 Management Fees	3,588.00	3,744.00	-156.00	41,184.00	40,196.00	44,928.00	-10.53
Total Line 91300	3,588.00	3,744.00	-156.00	41,184.00	40,196.00	44,928.00	-10.53
91310 Book-keeping Fee							
60-1-000-000-6351.000 Bookkeeping Fees	517.50	540.00	-22.50	5,940.00	5,797.50	6,480.00	-10.53
Total Line 91310	517.50	540.00	-22.50	5,940.00	5,797.50	6,480.00	-10.53
91400 Advertising & Marketing							
60-1-000-000-6210.000 Advertising	9.63	10.00	-0.37	420.00	213.69	430.00	-50.30
Total Line 91400	9.63	10.00	-0.37	420.00	213.69	430.00	-50.30
91500 Benefit Contributions - Admin							
60-1-000-000-6310.500 Admin Benefits	569.68	650.00	-80.32	7,150.00	4,559.08	7,800.00	-41.55
60-1-000-000-6330.500 Manager's Benefits	849.56	870.00	-20.44	9,570.00	10,181.00	10,440.00	-2.48
60-1-000-000-6330.501 Wellness - Admin	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91500	1,419.24	1,520.00	-100.76	16,720.00	14,740.08	18,240.00	-19.19
91600 Office Expense							
60-1-000-000-6250.000 Misc Rent Expense	306.00	110.00	196.00	1,210.00	1,950.71	1,320.00	47.78
60-1-000-000-6311.000 Office Exp - BW	103.06	170.00	-66.94	1,870.00	1,621.54	2,040.00	-20.51
60-1-000-000-6311.050 Office Rental Exp	235.00	230.00	5.00	2,530.00	2,525.00	2,760.00	-8.51
60-1-000-000-6311.100 Phone/Internet Exp	213.43	150.00	63.43	1,650.00	1,455.54	1,800.00	-19.14
60-1-000-000-6311.150 IT Support	0.00	50.00	-50.00	550.00	471.43	600.00	-21.43
60-1-000-000-6311.200 Office Furniture	0.00	0.00	0.00	500.00	393.59	500.00	-21.28
Total Line 91600	857.49	710.00	147.49	8,310.00	8,417.81	9,020.00	-6.68
91700 Legal Expense							
60-1-000-000-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
60-1-000-000-6365.000 Travel - Staff	319.98	25.00	294.98	1,950.00	26.73	2,400.00	-98.89
60-1-000-000-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6365.100 Mileage, Staff - BW	70.44	85.00	-14.56	935.00	845.03	1,020.00	-17.15
Total Line 91800	390.42	110.00	280.42	2,885.00	871.76	3,420.00	-74.51
91900 Other Expense							
60-1-000-000-6360.000 Training - Staff	0.00	50.00	-50.00	1,150.00	808.01	1,900.00	-57.47
60-1-000-000-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6380.000 Consulting Services	4,875.00	0.00	4,875.00	0.00	5,185.00	0.00	
60-1-000-000-6380.100 Inspection Expense	0.00	150.00	-150.00	1,650.00	0.00	1,800.00	-100.00
60-1-000-000-6380.500 Translating Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6390.000 Fee for Service Exp	8.00	20.00	-12.00	220.00	104.00	240.00	-56.67
60-1-000-000-6399.000 Other Administrative	0.00	75.00	-75.00	825.00	130.78	900.00	-85.47
Total Line 91900	4,883.00	295.00	4,588.00	3,845.00	6,227.79	4,840.00	28.67
91000 TOTAL OPERATING EXPENSE - Admin	15,190.28	10,749.00	4,441.28	122,274.00	117,803.69	134,148.00	-12.18
UTILITIES							

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
93100 Water							
60-1-000-000-6451.000 Utilities - Water	849.07	870.00	-20.93	9,570.00	8,701.37	10,440.00	-16.65
Total Line 93100	849.07	870.00	-20.93	9,570.00	8,701.37	10,440.00	-16.65
93200 Electricity							
60-1-000-000-6450.000 Utilites - Electric	1,046.40	650.00	396.40	7,150.00	4,291.96	7,800.00	-44.97
Total Line 93200	1,046.40	650.00	396.40	7,150.00	4,291.96	7,800.00	-44.97
93300 Gas							
60-1-000-000-6452.000 Utilities - Gas	512.36	150.00	362.36	1,650.00	2,128.22	1,800.00	18.23
Total Line 93300	512.36	150.00	362.36	1,650.00	2,128.22	1,800.00	18.23
93600 Sewer							
60-1-000-000-6453.000 Utilities - Sewer	1,388.50	1,170.00	218.50	12,870.00	14,365.70	14,040.00	2.32
Total Line 93600	1,388.50	1,170.00	218.50	12,870.00	14,365.70	14,040.00	2.32
93000 TOTAL UTILITIES EXPENSES	3,796.33	2,840.00	956.33	31,240.00	29,487.25	34,080.00	-13.48
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-000-6510.000 Maint Salaries	4,045.60	4,420.00	-374.40	48,620.00	46,910.96	53,040.00	-11.56
60-1-000-000-6510.100 OT Maintenance	62.40	20.00	42.40	220.00	599.82	240.00	149.93
60-1-000-000-6510.200 Maint from Amps	0.00	20.00	-20.00	220.00	0.00	240.00	-100.00
Total Line 94100	4,108.00	4,460.00	-352.00	49,060.00	47,510.78	53,520.00	-11.23
94200 Maintenance - Materials/Supplies							
60-1-000-000-6515.010 Garbage/Trash Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.020 Heat/Cool Supplies	248.48	180.00	68.48	900.00	1,682.18	1,080.00	55.76
60-1-000-000-6515.030 Snow Removal Supplies	27.22	125.00	-97.78	375.00	27.22	500.00	-94.56
60-1-000-000-6515.040 Roofing Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.050 Lndscape/Grnd Supplies	0.00	0.00	0.00	2,900.00	1,361.66	3,100.00	-56.08
60-1-000-000-6515.070 Electrical Supplies	173.36	225.00	-51.64	2,475.00	769.23	2,700.00	-71.51
60-1-000-000-6515.080 Plumbing Supplies	104.36	400.00	-295.64	4,400.00	2,669.68	4,800.00	-44.38
60-1-000-000-6515.090 Extermination Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6515.100 Janitorial Supplies	127.89	109.00	18.89	1,199.00	1,073.84	1,308.00	-17.90
60-1-000-000-6515.110 Routine Maint. Supplies	83.42	1,174.00	-1,090.58	12,914.00	5,802.78	14,088.00	-58.81
60-1-000-000-6515.114 Painting Supplies - BW	0.00	150.00	-150.00	1,650.00	1,071.61	1,800.00	-40.47
60-1-000-000-6515.115 Refrigerators	0.00	0.00	0.00	1,500.00	1,988.00	1,500.00	32.53
60-1-000-000-6515.116 Stoves	0.00	0.00	0.00	700.00	0.00	700.00	-100.00
60-1-000-000-6515.120 Misc. Other Supplies	0.00	25.00	-25.00	275.00	223.06	300.00	-25.65
60-1-000-000-6515.500 Small Tools/Equipment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	764.73	2,388.00	-1,623.27	29,288.00	16,669.26	31,876.00	-47.71
94300 Maintenance - Contracts							
60-1-000-000-6520.010 Garbage/Trash Contract	2,183.70	1,000.00	1,183.70	11,000.00	12,143.73	12,000.00	1.20
60-1-000-000-6520.020 Heat/Cool Contract	0.00	84.00	-84.00	416.00	1,243.20	500.00	148.64
60-1-000-000-6520.030 Snow Removal Contract	0.00	500.00	-500.00	1,000.00	0.00	1,500.00	-100.00
60-1-000-000-6520.040 Roofing Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6520.050 Landscape&Grds Cont	0.00	0.00	0.00	8,000.00	198.00	8,000.00	-97.53
60-1-000-000-6520.060 Unit Turn Contract	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-000-6520.070 Electrical Contract	0.00	65.00	-65.00	715.00	0.00	780.00	-100.00
60-1-000-000-6520.080 Plumbing Contract	214.40	165.00	49.40	1,815.00	5,937.20	1,980.00	199.86
60-1-000-000-6520.090 Extermination Contract	0.00	0.00	0.00	2,089.00	1,386.72	2,552.00	-45.66
60-1-000-000-6520.100 Janitorial Contract	225.00	0.00	225.00	1,125.00	900.00	1,125.00	-20.00
60-1-000-000-6520.110 Routine Maint. Contract	207.00	110.00	97.00	1,210.00	2,095.81	1,320.00	58.77
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	175.00	-175.00	1,925.00	3,525.00	2,100.00	67.86
60-1-000-000-6520.120 Misc. Other Contracts	0.00	40.00	-40.00	440.00	10,373.25	480.00	2,061.09

Date:
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Knox County Housing Authority
FDS Income Statement - Brentwood
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Line 94300 - (sub accts)	2,830.10	2,139.00	691.10	29,735.00	37,802.91	32,337.00	16.90
94500 Maintenance - Ordinary/Benefits							
60-1-000-000-6510.500 Maint. Employee Ben.	2,063.50	2,375.00	-311.50	26,125.00	21,525.10	28,500.00	-24.47
60-1-000-000-6510.501 Wellness - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	2,063.50	2,375.00	-311.50	26,125.00	21,525.10	28,500.00	-24.47
94000 TOTAL MAINTENANCE EXPENSES	9,766.33	11,362.00	-1,595.67	134,208.00	123,508.05	146,233.00	-15.54
TOTAL PROTECTIVE SERVICES EXPENSE							
95100 Protective Services - Labor							
Total Line 95100	0.00	0.00	0.00	0.00	0.00	0.00	
95200 Protective Services - Contract							
Total Line 95200	0.00	0.00	0.00	0.00	0.00	0.00	
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95500 Protective Services - Benefit Cont							
Total Line 95500	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	0.00	0.00	0.00	0.00	0.00	0.00	
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-000-6720.000 Property Insurance	1,060.77	917.00	143.77	10,087.00	10,181.42	11,004.00	-7.48
Total Line 96110	1,060.77	917.00	143.77	10,087.00	10,181.42	11,004.00	-7.48
96120 Liability Insurance							
60-1-000-000-6721.000 Liability Insurance	175.71	183.00	-7.29	2,013.00	1,913.52	2,196.00	-12.86
Total Line 96120	175.71	183.00	-7.29	2,013.00	1,913.52	2,196.00	-12.86
96130 Workmen's Compensation							
60-1-000-000-6722.000 Work Comp Insurance	278.38	275.00	3.38	3,025.00	2,931.01	3,300.00	-11.18
Total Line 96130	278.38	275.00	3.38	3,025.00	2,931.01	3,300.00	-11.18
96140 All Other Insurance							
60-1-000-000-6720.500 Equipment Insurance	61.83	58.00	3.83	638.00	620.87	696.00	-10.79
60-1-000-000-6721.500 PE & PO Insurance	88.52	108.00	-19.48	1,188.00	1,103.13	1,296.00	-14.88
60-1-000-000-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	150.35	166.00	-15.65	1,826.00	1,724.00	1,992.00	-13.45
96100 TOTAL INSURANCE PREMIUMS EXP	1,665.21	1,541.00	124.21	16,951.00	16,749.95	18,492.00	-9.42
GENERAL EXPENSES							
96200 Other General Expenses							
60-1-000-000-6790.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absences							
60-1-000-000-6795.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	500.00	-100.00
Total Line 96210	0.00	0.00	0.00	0.00	0.00	500.00	-100.00
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-000-6710.000 PILOT - Real Estate Tax	1,436.69	1,532.00	-95.31	16,528.00	16,312.84	18,060.00	-9.67
Total Line 96300	1,436.69	1,532.00	-95.31	16,528.00	16,312.84	18,060.00	-9.67
96400 Bad Debt - Tenant Rents							
60-1-000-000-6370.000 Bad Debt	349.35	265.00	84.35	2,915.00	1,012.03	3,180.00	-68.18
Total Line 96400	349.35	265.00	84.35	2,915.00	1,012.03	3,180.00	-68.18
96000 TOTAL OTHER GENERAL EXPENSES	1,786.04	1,797.00	-10.96	19,443.00	17,324.87	21,740.00	-20.31
INTEREST & AMORTIZATION EXPENSE							

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
REVENUE							
70300 Net Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	-23,185.00	-23,190.00	5.00	-255,092.00	-248,728.00	-278,283.00	-10.62
60-1-000-001-5125.000 PHA Rent	-1,832.00	-1,610.00	-222.00	-17,710.00	-21,860.00	-19,320.00	13.15
60-1-000-001-5220.000 Vacancies - PL	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5320.000 Rent Adjustments	-293.00	0.00	-293.00	0.00	-553.00	0.00	
60-1-000-001-5970.000 Excess Rent	-1,028.00	-685.00	-343.00	-7,535.00	-9,296.00	-8,220.00	13.09
60-1-000-001-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70300	-26,338.00	-25,485.00	-853.00	-280,337.00	-280,437.00	-305,823.00	-8.30
70400 Tenant Revenue - Other							
60-1-000-001-5910.000 Laundry Income	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5920.000 Bad Check Charges	0.00	0.00	0.00	0.00	-20.00	0.00	
60-1-000-001-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-5922.000 Labor & Materials	-789.00	-350.00	-439.00	-3,850.00	-5,923.00	-4,200.00	41.02
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	-85.00	-200.00	115.00	-2,200.00	-925.00	-2,400.00	-61.46
60-1-000-001-5926.000 Violation Charges	0.00	-40.00	40.00	-440.00	0.00	-480.00	-100.00
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70400	-874.00	-590.00	-284.00	-6,490.00	-6,868.00	-7,080.00	-2.99
70500 TOTAL TENANT REVENUE	-27,212.00	-26,075.00	-1,137.00	-286,827.00	-287,305.00	-312,903.00	-8.18
70600 HUD PHA Operating Grants							
60-1-000-001-5126.000 HAP - Prairie S8	-3,263.00	-3,375.00	112.00	-37,125.00	-37,030.00	-40,500.00	-8.57
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70600	-3,263.00	-3,375.00	112.00	-37,125.00	-37,030.00	-40,500.00	-8.57
70800 Other Government Grants							
60-1-000-001-5990.000 Income from Grants	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 70800	0.00	0.00	0.00	0.00	0.00	0.00	
71100 Investment Income - Unrestricted							
60-1-000-001-5410.000 Interest Income	0.00	0.00	0.00	0.00	-11.49	0.00	
60-1-000-001-5420.000 Interest Sec Dep	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71100	0.00	0.00	0.00	0.00	-11.49	0.00	
71400 Fraud Recovery							
Total Line 71400	0.00	0.00	0.00	0.00	0.00	0.00	
71500 Other Revenue							
60-1-000-001-5127.000 Office Rent Receipt	-235.00	-230.00	-5.00	-2,530.00	-2,525.00	-2,760.00	-8.51
60-1-000-001-5900.000 Other Income	0.00	0.00	0.00	0.00	-150.00	0.00	
60-1-000-001-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 71500	-235.00	-230.00	-5.00	-2,530.00	-2,675.00	-2,760.00	-3.08
72000 Investment Income - Restricted							
60-1-000-001-5440.000 Rep Res Interest	0.00	0.00	0.00	-120.00	0.00	-160.00	-100.00
60-1-000-001-5450.000 Residual Res Int Inc	0.00	0.00	0.00	-40.50	0.00	-54.00	-100.00
Total Line 72000	0.00	0.00	0.00	-160.50	0.00	-214.00	-100.00
70000 TOTAL REVENUE	-30,710.00	-29,680.00	-1,030.00	-326,642.50	-327,021.49	-356,377.00	-8.24

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

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
EXPENSES							
ADMINISTRATIVE							
91100 Administrative Salaries							
60-1-000-001-6310.000 Admin Salaries	1,074.00	1,170.00	-96.00	12,870.00	12,235.54	14,040.00	-12.85
60-1-000-001-6330.000 Manager's Salaries	2,451.00	2,650.00	-199.00	29,150.00	29,103.44	31,800.00	-8.48
60-1-000-001-6330.200 Admin from Amps	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91100	3,525.00	3,820.00	-295.00	42,020.00	41,338.98	45,840.00	-9.82
91200 Auditing Fees							
60-1-000-001-6350.000 Audit	0.00	0.00	0.00	950.00	0.00	950.00	-100.00
Total Line 91200	0.00	0.00	0.00	950.00	0.00	950.00	-100.00
91300 Management Fee							
60-1-000-001-6320.000 Management Fees	3,380.00	3,380.00	0.00	37,180.00	36,712.00	40,560.00	-9.49
Total Line 91300	3,380.00	3,380.00	0.00	37,180.00	36,712.00	40,560.00	-9.49
91310 Book-keeping Fee							
60-1-000-001-6351.000 Bookkeeping Fees	487.50	488.00	-0.50	5,368.00	5,295.00	5,856.00	-9.58
Total Line 91310	487.50	488.00	-0.50	5,368.00	5,295.00	5,856.00	-9.58
91400 Advertising & Marketing							
60-1-000-001-6210.000 Advertising	9.62	10.00	-0.38	520.00	213.59	530.00	-59.70
Total Line 91400	9.62	10.00	-0.38	520.00	213.59	530.00	-59.70
91500 Benefit Contributions - Admin							
60-1-000-001-6310.500 Admin Benefits	569.67	644.00	-74.33	7,088.00	4,558.76	7,733.00	-41.05
60-1-000-001-6330.500 Manager's Benefits	849.55	870.00	-20.45	9,570.00	10,180.64	10,440.00	-2.48
60-1-000-001-6330.501 Wellness - Manager	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91500	1,419.22	1,514.00	-94.78	16,658.00	14,739.40	18,173.00	-18.89
91600 Office Expense							
60-1-000-001-6250.000 Misc. Rent Expense	145.73	100.00	45.73	1,100.00	893.71	1,200.00	-25.52
60-1-000-001-6311.000 Office Exp - PL	103.04	150.00	-46.96	1,650.00	1,625.40	1,800.00	-9.70
60-1-000-001-6311.050 Office Rental Exp	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6311.100 Phone/Internet Exp	213.37	150.00	63.37	1,650.00	1,455.41	1,800.00	-19.14
60-1-000-001-6311.150 IT Support	0.00	50.00	-50.00	550.00	445.15	600.00	-25.81
60-1-000-001-6311.200 Office Furniture	0.00	0.00	0.00	500.00	393.58	500.00	-21.28
Total Line 91600	462.14	450.00	12.14	5,450.00	4,813.25	5,900.00	-18.42
91700 Legal Expense							
60-1-000-001-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 91700	0.00	0.00	0.00	0.00	0.00	0.00	
91800 Travel Expense							
60-1-000-001-6365.000 Travel - Staff	319.98	25.00	294.98	1,950.00	26.74	2,400.00	-98.89
60-1-000-001-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6365.100 Mileage, Staff - PL	70.43	85.00	-14.57	935.00	844.90	1,020.00	-17.17
Total Line 91800	390.41	110.00	280.41	2,885.00	871.64	3,420.00	-74.51
91900 Other Expense							
60-1-000-001-6360.000 Training - Staff	0.00	50.00	-50.00	1,150.00	807.98	1,900.00	-57.47
60-1-000-001-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6380.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6380.100 Inspection Expense	0.00	135.00	-135.00	1,485.00	0.00	1,620.00	-100.00
60-1-000-001-6380.500 Translating Services	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6390.000 Fee for Service Exp	6.00	5.00	1.00	55.00	76.00	60.00	26.67
60-1-000-001-6399.000 Other Administrative	0.00	100.00	-100.00	1,100.00	59.11	1,200.00	-95.07
Total Line 91900	6.00	290.00	-284.00	3,790.00	943.09	4,780.00	-80.27
91000 TOTAL OPERATING EXPENSE - Admin	9,679.89	10,062.00	-382.11	114,821.00	104,926.95	126,009.00	-16.73
UTILITIES							

Date:
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Knox County Housing Authority
FDS Income Statement - Prairieland
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
93100 Water							
60-1-000-001-6451.000 Utilities Water	967.14	1,075.00	-107.86	11,825.00	9,289.54	12,900.00	-27.99
Total Line 93100	967.14	1,075.00	-107.86	11,825.00	9,289.54	12,900.00	-27.99
93200 Electricity							
60-1-000-001-6450.000 Utilities Electric	961.67	400.00	561.67	4,400.00	3,423.54	4,800.00	-28.68
Total Line 93200	961.67	400.00	561.67	4,400.00	3,423.54	4,800.00	-28.68
93300 Gas							
60-1-000-001-6452.000 Utilities Gas	543.17	143.00	400.17	1,576.00	1,772.27	1,720.00	3.04
Total Line 93300	543.17	143.00	400.17	1,576.00	1,772.27	1,720.00	3.04
93600 Sewer							
60-1-000-001-6453.000 Utilities Sewer	1,627.78	1,465.00	162.78	16,115.00	15,616.51	17,580.00	-11.17
Total Line 93600	1,627.78	1,465.00	162.78	16,115.00	15,616.51	17,580.00	-11.17
93000 TOTAL UTILITIES EXPENSES	4,099.76	3,083.00	1,016.76	33,916.00	30,101.86	37,000.00	-18.64
MAINTENANCE & OPERATIONS EXPENSE							
94100 Maintenance - Labor							
60-1-000-001-6510.000 Maintenance Salaries	4,045.60	4,420.00	-374.40	48,620.00	46,910.96	53,040.00	-11.56
60-1-000-001-6510.100 OT Maintenance	62.40	20.00	42.40	220.00	599.82	240.00	149.93
60-1-000-001-6510.200 Maint from Amps	0.00	20.00	-20.00	220.00	0.00	240.00	-100.00
Total Line 94100	4,108.00	4,460.00	-352.00	49,060.00	47,510.78	53,520.00	-11.23
94200 Maintenance - Materials/Supplies							
60-1-000-001-6515.010 Garbage/Trash Supples	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6515.020 Heat/Cool Supplies	0.00	120.00	-120.00	2,040.00	1,280.14	2,160.00	-40.73
60-1-000-001-6515.030 Snow Removal Supplies	69.19	125.00	-55.81	325.00	69.19	450.00	-84.62
60-1-000-001-6515.040 Roofing Suppies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6515.050 Lndscape/Grnd Supplies	0.00	100.00	-100.00	3,700.00	2,794.35	3,800.00	-26.46
60-1-000-001-6515.070 Electrical Supplies	44.60	125.00	-80.40	1,375.00	657.16	1,500.00	-56.19
60-1-000-001-6515.080 Plumbing Supplies	28.25	285.00	-256.75	3,135.00	4,214.00	3,420.00	23.22
60-1-000-001-6515.090 Extermination Supplies	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6515.100 Janitorial Supplies	136.70	80.00	56.70	880.00	599.66	960.00	-37.54
60-1-000-001-6515.110 Routine Maint. Supplies	408.25	1,167.00	-758.75	12,837.00	7,114.19	14,004.00	-49.20
60-1-000-001-6515.114 Painting Supplies - PL	0.00	400.00	-400.00	1,800.00	1,008.65	1,800.00	-43.96
60-1-000-001-6515.115 Refrigerators	0.00	0.00	0.00	1,000.00	0.00	1,000.00	-100.00
60-1-000-001-6515.116 Stoves	0.00	0.00	0.00	800.00	0.00	800.00	-100.00
60-1-000-001-6515.120 Other Misc. Supplies	0.00	40.00	-40.00	440.00	741.01	480.00	54.38
60-1-000-001-6515.500 Small Tools/Equipment	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94200	686.99	2,442.00	-1,755.01	28,332.00	18,478.35	30,374.00	-39.16
94300 Maintenance - Contracts							
60-1-000-001-6520.010 Garbage/Trash Contract	1,290.00	755.00	535.00	8,305.00	7,324.50	9,060.00	-19.16
60-1-000-001-6520.020 Heat/Cool Contract	0.00	0.00	0.00	600.00	257.55	600.00	-57.08
60-1-000-001-6520.030 Snow Removal Contract	0.00	500.00	-500.00	1,000.00	0.00	1,500.00	-100.00
60-1-000-001-6520.040 Roofing Contracts	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.050 Landscape&Grnds Cont	0.00	0.00	0.00	2,100.00	400.59	2,100.00	-80.92
60-1-000-001-6520.060 Unit Turn Contract	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.070 Electrical Contract	0.00	17.00	-17.00	183.00	0.00	200.00	-100.00
60-1-000-001-6520.080 Plumbing Contract	362.72	0.00	362.72	2,400.00	1,946.07	2,400.00	-18.91
60-1-000-001-6520.090 Extermin Contract	0.00	0.00	0.00	1,622.00	1,971.16	2,046.00	-3.66
60-1-000-001-6520.100 Janitorial	0.00	0.00	0.00	0.00	0.00	0.00	
60-1-000-001-6520.110 Routine Main. Contract	0.00	35.00	-35.00	450.00	365.34	485.00	-24.67
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	0.00	0.00	2,500.00	0.00	2,500.00	-100.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	0.00	0.00	5,800.00	0.00	5,800.00	-100.00

Date:
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Knox County Housing Authority
FDS Income Statement - Prairieland
February, 2022

	Monthly Amt	Monthly Budget	Variance	YTD Budget	Current YTD	Budget	Variance %
Total Line 94300 - (sub accts)	1,652.72	1,307.00	345.72	24,960.00	12,265.21	26,691.00	-54.05
94500 Maintenance - Ordinary/Benefits							
60-1-000-001-6510.500 Maint.Benefits	2,063.49	2,375.00	-311.51	26,125.00	21,524.01	28,500.00	-24.48
60-1-000-001-6510.501 Wellness - Maint	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 94500	2,063.49	2,375.00	-311.51	26,125.00	21,524.01	28,500.00	-24.48
94000 TOTAL MAINTENANCE EXPENSES	8,511.20	10,584.00	-2,072.80	128,477.00	99,778.35	139,085.00	-28.26
TOTAL PROTECTIVE SERVICES EXPENSE							
95100 Protective Services - Labor							
Total Line 95100	0.00	0.00	0.00	0.00	0.00	0.00	
95200 Protective Services - Contract							
Total Line 95200	0.00	0.00	0.00	0.00	0.00	0.00	
95300 Protective Services - Other							
Total Line 95300	0.00	0.00	0.00	0.00	0.00	0.00	
95500 Protective Services - Benefit Cont							
Total Line 95500	0.00	0.00	0.00	0.00	0.00	0.00	
95000 TOTAL PROTECTIVE SERVICES EXP	0.00	0.00	0.00	0.00	0.00	0.00	
INSURANCE PREMIUMS EXPENSE							
96110 Property Insurance							
60-1-000-001-6720.000 Prpoerty Insurance	1,071.07	917.00	154.07	10,087.00	10,202.00	11,004.00	-7.29
Total Line 96110	1,071.07	917.00	154.07	10,087.00	10,202.00	11,004.00	-7.29
96120 Liability Insurance							
60-1-000-001-6721.000 Liability Insurance	157.58	163.00	-5.42	1,793.00	1,714.82	1,956.00	-12.33
Total Line 96120	157.58	163.00	-5.42	1,793.00	1,714.82	1,956.00	-12.33
96130 Workmen's Compensation							
60-1-000-001-6722.000 Work Comp Insurance	278.38	275.00	3.38	3,025.00	2,931.01	3,300.00	-11.18
Total Line 96130	278.38	275.00	3.38	3,025.00	2,931.01	3,300.00	-11.18
96140 All Other Insurance							
60-1-000-001-6720.500 Equipment Insurance	55.46	52.00	3.46	572.00	560.68	624.00	-10.15
60-1-000-001-6721.500 PE & PO Insurance	88.52	108.00	-19.48	1,188.00	1,103.13	1,296.00	-14.88
60-1-000-001-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96140	143.98	160.00	-16.02	1,760.00	1,663.81	1,920.00	-13.34
96100 TOTAL INSURANCE PREMIUMS EXP	1,651.01	1,515.00	136.01	16,665.00	16,511.64	18,180.00	-9.18
GENERAL EXPENSES							
96200 Other General Expenses							
60-1-000-001-6790.000 Other General Expense	0.00	0.00	0.00	0.00	0.00	0.00	
Total Line 96200	0.00	0.00	0.00	0.00	0.00	0.00	
96210 Compensated Absenses							
60-1-000-001-6795.000 Comp Absences	0.00	0.00	0.00	0.00	0.00	500.00	-100.00
Total Line 96210	0.00	0.00	0.00	0.00	0.00	500.00	-100.00
96300 Payment In Lieu Of Taxes - PILOT							
60-1-000-001-6710.000 PILOT - Real Estate Tax	1,235.41	1,292.00	-56.59	14,172.00	14,029.71	15,467.00	-9.29
Total Line 96300	1,235.41	1,292.00	-56.59	14,172.00	14,029.71	15,467.00	-9.29
96400 Bad Debt - Tenant Rents							
60-1-000-001-6370.000 Bad Debt	726.90	360.00	366.90	3,960.00	3,974.83	4,320.00	-7.99
Total Line 96400	726.90	360.00	366.90	3,960.00	3,974.83	4,320.00	-7.99
96000 TOTAL OTHER GENERAL EXPENSES	1,962.31	1,652.00	310.31	18,132.00	18,004.54	20,287.00	-11.25
INTEREST & AMORTIZATION EXPENSE							

Knox County Housing Authority
BOARD - COCC CASH FLOW STATEMENT
February 28, 2022

COCC - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	92,238.42	107,597.00	-15,358.58	1,122,850.60	1,446,208.00	-22.36
TOTAL OPERATING INCOME	92,238.42	107,597.00	-15,358.58	1,122,850.60	1,446,208.00	-22.36
OPERATING EXPENSE						
Total Administration Expenses	57,168.60	50,899.67	6,268.93	584,833.05	686,436.00	-14.80
Total Tenant Service Expenses	0.00	0.00	0.00	0.00	0.00	
Total Utility Expenses	1,517.72	756.00	761.72	4,840.66	5,486.00	-11.76
Total Maintenance Expenses	46,368.25	55,296.00	-8,927.75	563,830.32	725,192.00	-22.25
Total Protective Expenses	0.00	0.00	0.00	0.00	0.00	
General Expenses	3,231.26	1,625.00	1,606.26	20,811.22	21,890.00	-4.93
TOTAL ROUTINE OPERATING EXPENSES	108,285.83	108,576.67	-290.84	1,174,315.25	1,439,004.00	-18.39
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	108,285.83	108,576.67	-290.84	1,174,315.25	1,439,004.00	-18.39
NET REVENUE/-EXPENSE PROFIT/-LOSS	-16,047.41	-979.67	-15,067.74	-51,464.65	7,204.00	-814.39
Total Depreciation Expense						
Total Depreciation Expense	45.00	760.50	-715.50	495.00	9,126.00	-94.58
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-16,092.41	-1,740.17	-14,352.24	-51,959.65	-1,922.00	2,603.42

Knox County Housing Authority
BOARD - AMP001 CASH FLOW STATEMENT
February 28, 2022

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	74,077.76	69,310.00	4,767.76	899,884.35	882,270.00	2.00
TOTAL OPERATING INCOME	74,077.76	69,310.00	4,767.76	899,884.35	882,270.00	2.00
OPERATING EXPENSE						
Total Administration Expenses	23,382.93	25,355.17	-1,972.24	285,144.83	322,115.00	-11.48
Total Tenant Service Expenses	91.08	85.00	6.08	997.11	1,560.00	-36.08
Total Utility Expenses	31,896.46	9,265.00	22,631.46	108,094.67	121,000.00	-10.67
Total Maintenance Expenses	29,989.30	30,337.34	-348.04	260,275.29	336,925.00	-22.75
Total Protective Service Expenses	3,394.85	83.00	3,311.85	14,500.09	4,480.00	223.66
General Expenses	4,549.54	9,392.00	-4,842.46	85,991.99	90,521.00	-5.00
TOTAL ROUTINE OPERATING EXPENSES	93,304.16	74,517.51	18,786.65	755,003.98	876,601.00	-13.87
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-14,500.00	14,500.00	0.00	-174,000.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	93,304.16	60,017.51	33,286.65	755,003.98	702,601.00	7.46
NET REVENUE/EXPENSE PROFIT/-LOSS						
	-19,226.40	9,292.49	-28,518.89	144,880.37	179,669.00	-19.36
Total Depreciation Expense						
Total Depreciation Expense	14,500.00	14,500.00	0.00	159,500.00	174,000.00	-8.33
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-33,726.40	-5,207.51	-28,518.89	-14,619.63	5,669.00	-357.89

Knox County Housing Authority
BOARD - AMP002 CASH FLOW STATEMENT
February 28, 2022

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	93,974.43	94,302.00	-327.57	1,159,877.71	1,115,436.00	3.98
TOTAL OPERATING INCOME	93,974.43	94,302.00	-327.57	1,159,877.71	1,115,436.00	3.98
OPERATING EXPENSE						
Total Administration Expenses	27,491.31	32,925.00	-5,433.69	303,663.72	413,513.00	-26.56
Total Tenant Service Expenses	9.56	100.00	-90.44	344.78	1,200.00	-71.27
Total Utility Expenses	6,126.90	2,317.00	3,809.90	21,972.87	31,775.00	-30.85
Total Maintenance Expenses	36,999.61	46,398.33	-9,398.72	400,423.18	560,252.00	-28.53
Total Protective Service Expenses	880.16	1,525.00	-644.84	5,918.70	14,236.00	-58.42
General Expenses	8,659.95	11,720.75	-3,060.80	81,168.00	94,306.00	-13.93
TOTAL ROUTINE OPERATING EXPENSES	80,167.49	94,986.08	-14,818.59	813,491.25	1,115,282.00	-27.06
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-31,000.00	31,000.00	0.00	-372,000.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	80,167.49	63,986.08	16,181.41	813,491.25	743,282.00	9.45
NET REVENUE/EXPENSE PROFIT/-LOSS						
	13,806.94	30,315.92	-16,508.98	346,386.46	372,154.00	-6.92
Total Depreciation Expense						
Total Depreciation Expense	29,000.00	31,000.00	-2,000.00	319,000.00	372,000.00	-14.25
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-15,193.06	-684.08	-14,508.98	27,386.46	154.00	17,683.42

Knox County Housing Authority
BOARD - AMP003 CASH FLOW STATEMENT
February 28, 2022

BLUEBELL - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	22,013.95	18,985.92	3,028.03	288,722.74	269,902.00	6.97
TOTAL OPERATING INCOME	22,013.95	18,985.92	3,028.03	288,722.74	269,902.00	6.97
OPERATING EXPENSE						
Total Administration Expenses	6,196.84	8,135.00	-1,938.16	66,144.22	101,101.00	-34.58
Total Tenant Service Expenses	2.49	0.00	2.49	356.36	200.00	78.18
Total Utility Expenses	7,592.62	2,775.00	4,817.62	26,293.94	28,900.00	-9.02
Total Maintenance Expenses	7,173.39	9,635.50	-2,462.11	98,997.73	102,629.00	-3.54
Total Protective Service Expenses	1,828.60	75.00	1,753.60	11,370.85	3,444.00	230.16
General Expenses	2,250.53	2,623.33	-372.80	28,921.03	31,766.00	-8.96
TOTAL ROUTINE OPERATING EXPENSES	25,044.47	23,243.83	1,800.64	232,084.13	268,040.00	-13.41
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-11,000.00	11,000.00	0.00	-132,000.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	25,044.47	12,243.83	12,800.64	232,084.13	136,040.00	70.60
NET REVENUE/EXPENSE PROFIT/-LOSS	-3,030.52	6,742.09	-9,772.61	56,638.61	133,862.00	-57.69
Total Depreciation Expense						
Total Depreciation Expense	11,000.00	11,000.00	0.00	121,000.00	132,000.00	-8.33
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-14,030.52	-4,257.91	-9,772.61	-64,361.39	1,862.00	-3,556.57

Knox County Housing Authority
BOARD - HCV CASH FLOW STATEMENT
February 28, 2022

	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	11,986.57	11,094.00	892.57	120,384.06	133,124.00	-9.57
TOTAL ADMIN OPERATING INCOME	11,986.57	11,094.00	892.57	120,384.06	133,124.00	-9.57
OPERATING EXPENSES						
Total Admin Expenses	11,611.05	8,109.50	3,501.55	100,968.20	96,636.00	4.48
Total Fees Expenses	4,791.00	3,998.00	793.00	43,974.00	49,826.00	-11.74
Total General Expenses	562.59	700.50	-137.91	6,620.50	8,403.00	-21.21
TOTAL OPERATING EXPENSES	16,964.64	12,808.00	4,156.64	151,562.70	154,865.00	-2.13
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	-464.00	464.00	0.00	-5,568.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL EXPENSES	16,964.64	12,344.00	4,620.64	151,562.70	149,297.00	1.52
NET REVENUE PROFIT/-LOSS	-4,978.07	-1,250.00	-3,728.07	-31,178.64	-16,173.00	92.78
Total Depreciation Expense	464.00	464.00	0.00	5,104.00	5,568.00	-8.33
NET REVENUE w/Depreciation PROFIT/-LOSS	-5,442.07	-1,714.00	-3,728.07	-36,282.64	-21,741.00	66.89

HAP - OPERATING STATEMENT

HAP INCOME						
Total Income	78,060.00	76,345.00	1,715.00	865,516.00	916,138.00	-5.53
TOTAL HAP INCOME	78,060.00	76,345.00	1,715.00	865,516.00	916,138.00	-5.53
HAP EXPENSES						
Total HAP Expenses	74,616.00	82,603.00	-7,987.00	841,894.00	995,525.00	-15.43
Total General HAP Expenses	-16.80	-25.00	8.20	13.48	-300.00	-104.49
TOTAL HAP EXPENSES	74,599.20	82,578.00	-7,978.80	841,907.48	995,225.00	-15.41
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	
REMAINING HAP from RESERVE +/-LOSS	3,460.80	-6,233.00	9,693.80	23,608.52	-79,087.00	-129.85

Knox County Housing Authority
BOARD - BRENTWOOD CASH FLOW STATEMENT
February 28, 2022

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	33,938.30	34,333.00	-394.70	370,692.40	411,996.00	-10.03
TOTAL OPERATING INCOME	33,938.30	34,333.00	-394.70	370,692.40	411,996.00	-10.03
OPERATING EXPENSE						
Total Administration Expenses	11,434.13	6,730.00	4,704.13	72,822.22	85,920.00	-15.24
Total Fee Expenses	4,105.50	4,284.00	-178.50	45,993.50	51,408.00	-10.53
Total Utilities Expenses	3,796.33	2,840.00	956.33	29,487.25	34,080.00	-13.48
Total Maintenance Expenses	9,766.33	11,362.00	-1,595.67	123,508.05	146,233.00	-15.54
Total Taxes & Insurance Expense	3,101.90	3,073.00	28.90	33,062.79	37,052.00	-10.77
Total Financial Expenses	1,720.59	1,890.00	-169.41	19,355.30	22,680.00	-14.66
TOTAL ROUTINE OPERATING EXPENSE	33,924.78	30,179.00	3,745.78	324,229.11	377,373.00	-14.08
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	33,924.78	30,179.00	3,745.78	324,229.11	377,373.00	-14.08
NET REVENUE PROFIT/-LOSS						
	13.52	4,154.00	-4,140.48	46,463.29	34,623.00	34.20
Total Depreciation Expense						
	3,350.00	3,350.00	0.00	36,850.00	40,200.00	-8.33
NET REVENUE w/Depreciation PROFIT/-LOSS	-3,336.48	804.00	-4,140.48	9,613.29	-5,577.00	-272.37

Knox County Housing Authority
BOARD - PRAIRIELAND CASH FLOW STATEMENT
February 28, 2022

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	30,710.00	29,680.00	1,030.00	327,021.49	356,377.00	-8.24
TOTAL OPERATING INCOME	30,710.00	29,680.00	1,030.00	327,021.49	356,377.00	-8.24
OPERATING EXPENSE						
Total Administration Expenses	6,539.29	6,554.00	-14.71	66,894.78	83,913.00	-20.28
Total Fee Expenses	3,867.50	3,868.00	-0.50	42,007.00	46,416.00	-9.50
Total Utilities Expenses	4,099.76	3,083.00	1,016.76	30,101.86	37,000.00	-18.64
Total Maintenance Expenses	8,511.20	10,584.00	-2,072.80	99,778.35	139,085.00	-28.26
Total Taxes & Insurance Expense	2,886.42	2,807.00	79.42	30,541.35	34,147.00	-10.56
Total Financial Expenses	1,720.59	1,900.00	-179.41	19,355.24	22,800.00	-15.11
TOTAL ROUTINE OPERATING EXPENSE	27,624.76	28,796.00	-1,171.24	288,678.58	363,361.00	-20.55
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	27,624.76	28,796.00	-1,171.24	288,678.58	363,361.00	-20.55
NET REVENUE PROFIT/-LOSS						
	3,085.24	884.00	2,201.24	38,342.91	-6,984.00	-649.01
Total Depreciation Expense						
	6,275.00	6,275.00	0.00	69,025.00	75,300.00	-8.33
NET REVENUE w/Depreciation PROFIT/-LOSS	-3,189.76	-5,391.00	2,201.24	-30,682.09	-82,284.00	-62.71

Knox County Housing Authority
BOARD - LOW RENT CASH FLOW STATEMENT
February 28, 2022

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	282,304.56	290,194.92	-7,890.36	3,471,335.40	3,713,816.00	-6.53
TOTAL OPERATING INCOME	282,304.56	290,194.92	-7,890.36	3,471,335.40	3,713,816.00	-6.53
OPERATING EXPENSE						
Total Administration Expenses	114,239.68	117,314.84	-3,075.16	1,239,785.82	1,523,165.00	-18.60
Total Tenant Service Expenses	103.13	185.00	-81.87	1,698.25	2,960.00	-42.63
Total Utility Expenses	47,133.70	15,113.00	32,020.70	161,202.14	187,161.00	-13.87
Total Maintenance Expenses	120,530.55	141,667.17	-21,136.62	1,323,526.52	1,724,998.00	-23.27
Total Protective Service Expenses	6,103.61	1,683.00	4,420.61	31,789.64	22,160.00	43.46
General Expenses	18,691.28	25,361.08	-6,669.80	216,892.24	238,483.00	-9.05
TOTAL ROUTINE OPERATING EXPENSES	306,801.95	301,324.09	5,477.86	2,974,894.61	3,698,927.00	-19.57
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	
Total Prov. for Operating Reserve	0.00	-56,500.00	56,500.00	0.00	-678,000.00	-100.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
TOTAL OPERATING EXPENSES	306,801.95	244,824.09	61,977.86	2,974,894.61	3,020,927.00	-1.52
NET REVENUE/EXPENSE PROFIT/-LOSS						
	-24,497.39	45,370.83	-69,868.22	496,440.79	692,889.00	-28.35
Total Depreciation Expense						
Total Depreciation Expense	54,545.00	57,260.50	-2,715.50	599,995.00	687,126.00	-12.68
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-79,042.39	-11,889.67	-67,152.72	-103,554.21	5,763.00	-1,896.88

Knox County Housing Authority
BOARD - AHP CASH FLOW STATEMENT
February 28, 2022

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Variance	Current Year	Year Budget	Variance Percent
OPERATING INCOME						
Total Operating Income	64,648.30	64,013.00	635.30	697,713.89	768,373.00	-9.20
TOTAL OPERATING INCOME	64,648.30	64,013.00	635.30	697,713.89	768,373.00	-9.20
OPERATING EXPENSE						
Total Administration Expenses	17,973.42	13,284.00	4,689.42	139,717.00	169,833.00	-17.73
Total Fee Expenses	7,973.00	8,152.00	-179.00	88,000.50	97,824.00	-10.04
Total Utilities Expenses	7,896.09	5,923.00	1,973.09	59,589.11	71,080.00	-16.17
Total Maintenance Expenses	18,277.53	21,946.00	-3,668.47	223,286.40	285,318.00	-21.74
Total Taxes & Insurance Expense	5,988.32	5,880.00	108.32	63,604.14	71,199.00	-10.67
Total Financial Expenses	3,441.18	3,790.00	-348.82	38,710.54	45,480.00	-14.88
TOTAL ROUTINE OPERATING EXPENSE	61,549.54	58,975.00	2,574.54	612,907.69	740,734.00	-17.26
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	
TOTAL ALL EXPENSES BEFORE DEPRECIATION	61,549.54	58,975.00	2,574.54	612,907.69	740,734.00	-17.26
NET REVENUE PROFIT/-LOSS						
	3,098.76	5,038.00	-1,939.24	84,806.20	27,639.00	206.84
Total Depreciation Expense						
	9,625.00	9,625.00	0.00	105,875.00	115,500.00	-8.33
NET REVENUE w/Depreciation PROFIT/-LOSS	-6,526.24	-4,587.00	-1,939.24	-21,068.80	-87,861.00	-76.02

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

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	5,364.54	24,108.10	-18,743.56	96,409.46
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	16,208.39	16,372.25	-163.86	180,384.10
Administrative Expenses	1,810.00	3,627.21	-1,817.21	8,351.27
Tenant Services	91.08	77.45	13.63	997.11
Utilities	31,896.46	10,261.51	21,634.95	108,094.67
Maintenance Supplies/Contracts	33,384.15	8,459.36	24,924.79	274,775.38
Mileage	0.00	0.00	0.00	0.00
General Expenses	4,549.54	7,263.80	-2,714.26	85,991.99
Non-Routine Expense	0.00	0.00	0.00	0.00
TOTAL MOON TOWERS CLAIMS	93,304.16	70,169.68	23,134.48	755,003.98
AMP002 - FAMILY				
Salaries	7,559.53	33,684.88	-26,125.35	88,982.07
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	17,575.41	18,069.99	-494.58	197,221.81
Administrative Expenses	1,956.76	3,016.79	-1,060.03	15,099.54
Tenant Services	9.56	0.00	9.56	344.78
Utilities	6,126.90	2,134.43	3,992.47	21,972.87
Maintenance Supplies/Contracts	37,879.77	7,758.85	30,120.92	406,341.88
Mileage	0.00	0.00	0.00	0.00
General Expenses	8,659.95	6,745.37	1,914.58	81,168.00
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	79,767.88	71,410.31	8,357.57	811,130.95
AMP003 - BLUEBELL				
Salaries	619.39	4,974.54	-4,355.15	7,453.98
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,765.93	4,598.07	167.86	52,262.11
Administrative Expenses	811.52	1,262.52	-451.00	6,428.13
Tenant Services	2.49	0.00	2.49	356.36
Utilities	7,592.62	4,273.44	3,319.18	26,293.94
Maintenance Supplies/Contracts	9,001.99	3,464.37	5,537.62	110,368.58
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,250.53	2,702.87	-452.34	28,921.03
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	25,044.47	21,275.81	3,768.66	232,084.13
COCC				
Salaries	90,026.89	40,064.52	49,962.37	1,069,676.62
Employee W/H Payments	211.71	-1,711.47	1,923.18	-3,744.45
Management Fees	560.58	0.00	560.58	630.49
Administrative Expenses	12,738.32	7,089.24	5,649.08	77,033.48
Tenant Services	0.00	0.00	0.00	0.00
Utilities	1,517.72	431.33	1,086.39	4,840.66
Maintenance Supplies/Contracts	211.06	1.70	209.36	1,322.78
Mileage	0.00	0.00	0.00	0.00
General Expenses	3,231.26	1,594.29	1,636.97	20,811.22
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	108,497.54	47,469.61	61,027.93	1,170,570.80
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	103,570.35	102,832.04	738.31	1,262,522.13
Employee W/H Payments	211.71	-1,711.47	1,923.18	-3,744.45
Management Fees	39,110.31	39,040.31	70.00	430,498.51
Administrative Expenses	17,716.21	15,194.43	2,521.78	109,272.72
Tenant Services	103.13	77.45	25.68	1,698.25
Utilities	47,133.70	17,100.71	30,032.99	161,202.14
Maintenance Supplies	80,476.97	19,684.28	60,792.69	792,808.62
Mileage	0.00	0.00	0.00	0.00
General Expenses	18,691.28	18,306.33	384.95	216,892.24
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL LOW RENT CLAIMS	307,013.66	210,524.08	96,489.58	2,971,150.16

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

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	11,115.74	10,096.37	1,019.37
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,105.50	4,986.75	-881.25
Administrative Expenses	1,606.89	5,448.74	-3,841.85
Utilities	3,796.33	2,503.28	1,293.05
Maintenance Supplies/Contracts	3,594.83	4,848.81	-1,253.98
Tax & Insurance Expenses	3,101.90	2,904.79	197.11
Finacial Expenses	1,720.59	1,863.21	-142.62
TOTAL BRENTWOOD CLAIMS	29,041.78	32,651.95	-3,610.17
PRAIRIELAND			
Salaries	11,115.71	10,096.03	1,019.68
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,867.50	4,689.25	-821.75
Administrative Expenses	1,589.07	3,805.05	-2,215.98
Utilities	4,099.76	2,820.15	1,279.61
Maintenance Supplies/Contracts	2,339.71	1,548.99	790.72
Taxes & Insurance Expenses	2,886.42	2,705.02	181.40
Financial Expenses	1,720.59	1,863.20	-142.61
TOTAL PRAIRIELAND CLAIMS	27,618.76	27,527.69	91.07
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	22,231.45	20,192.40	2,039.05
Employee W/H Payments	0.00	0.00	0.00
Management Fees	7,973.00	9,676.00	-1,703.00
Administrative Expenses	3,195.96	9,253.79	-6,057.83
Utilities	7,896.09	5,323.43	2,572.66
Maintenance Supplies	5,934.54	6,397.80	-463.26
Taxes & Insurance Expenses	5,988.32	5,609.81	378.51
Financial Expenses	3,441.18	3,726.41	-285.23
TOTAL AHP CLAIMS	56,660.54	60,179.64	-3,519.10
HOUSING CHOICE VOUCHER - HCV			
Salaries	15,336.92	7,125.42	8,211.50
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,927.50	5,740.50	-813.00
Administrative Expenses	3,426.29	999.38	2,426.91
General Expense-Admin	544.51	608.00	-63.49
Total HCV Expenses	24,235.22	14,473.30	9,761.92
HAP Expenses	78,474.00	80,247.00	-1,773.00
General Expenses	-16.80	-7.80	-9.00
Total HAP Expenses	78,457.20	80,239.20	-1,782.00
TOTAL HCV CLAIMS	102,692.42	94,712.50	7,979.92

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

	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	300,000.00	300,000.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2020 CLAIMS	0.00	0.00	300,000.00	300,000.00
CFG 2019 - \$1,083,874				
Admin. / Operations	0.00	0.00	0.00	300,000.00
General CFP Activity	25,065.10	4,200.00	422,832.68	483,567.68
TOTAL CFG 2019 CLAIMS	25,065.10	4,200.00	422,832.68	783,567.68
TOTAL CFG GRANT(S) CLAIMS	25,065.10	4,200.00	722,832.68	1,083,567.68

Knox County Housing Authority
CLAIMS REPORT TOTALS
Febuary, 2022

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
<hr/>				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	93,304.16	70,169.68	23,134.48	755,003.98
AMP002 - FAMILY	80,167.49	71,608.98	8,558.51	813,491.25
AMP003 - BLUEBELL	25,044.47	21,275.81	3,768.66	232,084.13
COCC	109,432.55	47,469.62	61,962.93	1,171,728.91
TOTAL LOW RENT	307,948.67	210,524.09	97,424.58	2,972,308.27
<u>A.H.P.</u>				
BRENTWOOD	33,924.78	32,661.95	1,262.83	324,229.11
PRAIRIELAND	27,624.76	27,535.69	89.07	288,678.58
TOTAL A.H.P.	61,549.54	60,197.64	1,351.90	612,907.69
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	24,235.22	14,473.30	9,761.92	168,770.04
TOTAL HCV	24,235.22	14,473.30	9,761.92	168,770.04
<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	300,000.00
CAPITAL FUND GRANT 2019	25,065.10	4,200.00	20,865.10	422,832.68
TOTAL GRANTS	25,065.10	4,200.00	20,865.10	722,832.68
<hr/>				
TOTAL CLAIMS FOR MONTH	418,798.53	289,395.03	129,403.50	4,476,818.68

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 03/24/2022

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 03/29/2022

SUBJECT: Application for Payment #11 – Hein Construction

Executive Summary

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

- Modifications throughout the agency common areas;
- Elevator modernization at Bluebell Tower; and
- Interior and site modifications to 10 two-bedroom units at the Family Sites

Units currently in some phase of construction including the following:

- 1561 and 1563 McKnight Street (waiting on cabinets and doors)
- 2077 and 2083 E. Knox Street (still in finishing and painting phase)
- 527 Iowa Avenue (still in finishing and painting phase)
- 954 W. South Street (still in finishing and painting phase)
- 1578 McKnight Street (unit just vacated awaiting abatement of floors)

There are three remaining units to undergo construction when units listed above are completed. Tenants in the remaining units will then be transferred to the completed units.

Work is still also in process at the three Family Sites community center buildings as well as at the Central Office Cost Center.

The elevators at Blue Bell Tower are supposed to be shipped on 04/30/2022 barring any supply chain and shipping issues that could cause that to change. The mobilization schedule calls for 2-3 weeks, and the installation is slated to be six weeks per elevator. This may potentially exceed the contract completion date of 06/30/2022, but more information will be provided in the coming weeks.

Alliance Architecture has reviewed and signed approval for Pay Request #11.

Fiscal Impact

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

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve Application for Payment #11 from Hein Construction in the amount of \$61,837.83 for the period to 03/15/2022.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA® DOCUMENT G732™ - 2009

PAGE ONE OF 4 PAGES

TO OWNER:	Knox Co. Housing Authority 255 W Tompkins St Galesburg, Il 61401	PROJECT:	KCHA-504 Modifications-PH 3 Various Sites Galesburg, Il 61401	APPLICATION NO: 11	Distribution to: <input checked="" type="checkbox"/> OWNER <input checked="" type="checkbox"/> CONSTRUCTION MANAGER <input checked="" type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER
FROM		VIA CONTRACTOR:	Hein Construction Co., Inc 56 N. Cedar St. Galesburg, Il 61401	PERIOD TO: 3/15/2022	
Sub-Contractor	Hein Construction Co., Inc. 56 N. Cedar St. Galesburg, Il 61401	VIA ARCHITECT:	Alliance Architects	CONTRACT DATE:	
CONTRACT FOR:	General Contractor			PROJECT NO: 21-2144	

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$	1,262,000.00 ✓
2. NET CHANGES IN THE WORK	\$	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	1,262,000.00 ✓
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	579,389.77 ✓
5. RETAINAGE:		
a. 10 % of Completed Work (Column D + E on G703)	\$	57,938.98 ✓
b. 10 % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	57,938.98 ✓
6. TOTAL EARNED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$	521,450.79 ✓
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	459,612.96 ✓
8. CURRENT PAYMENT DUE	\$	61,837.83 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	740,549.21 ✓

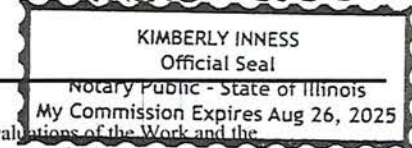
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$
Total approved this month including		\$
TOTALS	\$0.00	\$0.00
NET CHANGES IN THE WORK		

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

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

By: *Du* Date: 3/16/22

State of: Illinois County of: Knox
Subscribed and sworn to before me this 16 day of March 2022
Notary Public: *Kimberly Inness*
My Commission expires: 8/26/25



CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 61,837.83

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

CONSTRUCTION MANAGER:
By: _____ Date: _____
ARCHITECT: (NOTE: If multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)
By: *Alliance Architecture* Date: 03-21-2022

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

RESOLUTION 2022-02

03/29/2022

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of the Knox County Housing Authority Annual Operating Budget FYE 03/31/2023

Article I. Background

The Department of Housing and Urban Development (HUD) requires public housing authorities (PHA) to submit an annual budget prior to the start of the agency's fiscal year. The Knox County Housing Authority's Annual Comprehensive Budget continues to reflect the mission and goals of the agency through responsible stewardship of federal funding. The budget is the recommended financial plan for an agency's fiscal year.

The Knox County Housing Authority realistically anticipates the following revenue/expense for fiscal year ending March 31, 2023:

REVENUE

TOTAL REVENUE (PH)	\$	(2,462,575.00)
TOTAL REVENUE (COCC)	\$	(1,332,212.00)
TOTAL REVENUE (HCVP)	\$	(1,100,250.00)
TOTAL REVENUE (AHP)	\$	(784,377.00)

TOTAL ANTICIPATED REVENUE (KCHA)	\$	(5,679,414.00)
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EXPENSE

TOTAL ANTICIPATED ADMINISTRATIVE EXPENSE	\$	1,974,740.00
TOTAL ANTICIPATED TENANT/PARTICIPANT SERVICES EXPENSE	\$	9,990.00
TOTAL ANTICIPATED HAP EXPENSE	\$	1,055,275.00
TOTAL ANTICIPATED MAINTENANCE EXPENSE	\$	2,044,171.00
TOTAL ANTICIPATED UTILITIES EXPENSE	\$	259,357.00
TOTAL ANTICIPATED PROTECTIVE SERVICES EXPENSE	\$	26,770.00
TOTAL ANTICIPATED INSURANCE EXPENSE	\$	191,173.00
TOTAL ANTICIPATED GENERAL EXPENSE	\$	159,327.00

TOTAL ANTICIPATED EXPENSE (KCHA)	\$	5,720,803.00
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TOTAL ANTICIPATED TRANSFERS	\$	(41,389.00)
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TOTAL ANTICIPATED (REVENUE)/EXPENSE - KCHA	\$	-
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These figures were calculated using a historical three-year average, forecasting current spending levels over a twelve-month period, and factoring for year-over-year increases. A breakdown by program is included with this resolution.

Further highlights and assumptions of the budget submission include:

- KCHA's FYE 2023 Annual Comprehensive Budget has been compiled and presented in accordance with the requirements of HUD's asset management budgeting model.
- Dwelling rental income is calculated based on historical occupancy rates at each site.
- Subsidy eligibility is based on an 95.23% proration of eligibility for the public housing operating fund, which is believed to be an appropriate estimate as its stated in HUD's Explanation of CY 2021 Obligations for January and February.
- The Housing Choice Voucher Program funding is expected to be prorated at 99.5% of eligibility for housing assistance payments, and 81.0% for administrative fees. It is anticipated the agency will utilize funds from the HUD-held reserve account to supplement housing assistance payments in 2022.
- Moon Towers, and Family are projected to operate under a surplus budget, and Bluebell Tower is operating at a deficit budget, with shortfall supplemented by reserves.
- All three public housing AMPs will receive an operational transfer from the CY 2022 Capital Fund.
- Investment in participant self-sufficiency and economic development continues with the Participant Engagement/Section 3 Coordinator for FYE 2023.
- Brentwood Manor budget includes rehab/modernization projects for the property, and is projected to operate at a deficit budget, with shortfall supplemented by reserves.
- Prairieland Townhouse Apartments is projected to operate at a deficit budget, with shortfall supplemented by reserves.
- Housing Choice Voucher program operating shortfall will be supplemented from HCV HUD Held Reserves and unrestricted net assets.

Article II. Recommendation

It is the recommendation of the Executive Director the Board of Commissioners resolve to approve the agency operating budget for fiscal year-ending 03/31/2023.



RESOLUTION 2022-02

3/29/2022

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of the Knox County Housing Authority Annual Operating Budget FYE 03/31/2023

FISCAL YEAR 2023 PROPOSED BUDGETS

Budget Lines	COCC		Moon Towers		Family		Bluebell		LOW RENT		Variance 2023 vs 2022
	2022	Proj 2023	2022	Proj 2023	2022	Proj 2023	2022	Proj 2023	2022	Proj 2023	
INCOME											
REVENUE											
Tenant Revenue	\$ -	\$ -	\$ (424,800.00)	\$ (425,184.00)	\$ (210,194.00)	\$ (209,836.00)	\$ (170,170.00)	\$ (174,521.00)	\$ (805,164.00)	\$ (809,541.00)	\$ (4,377.00)
Fee Revenue	\$ (1,445,728.00)	\$ (857,116.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,445,728.00)	\$ (857,116.00)	\$ 588,612.00
Operating Subsidy	\$ -	\$ -	\$ (392,820.00)	\$ (426,962.00)	\$ (799,932.00)	\$ (830,748.00)	\$ (57,636.00)	\$ (65,045.00)	\$ (1,250,388.00)	\$ (1,322,755.00)	\$ (72,367.00)
Other Grants & investments	\$ (480.00)	\$ (96.00)	\$ (55,300.00)	\$ (55,020.00)	\$ (103,270.00)	\$ (103,300.00)	\$ (42,096.00)	\$ (42,099.00)	\$ (201,146.00)	\$ (200,515.00)	\$ 631.00
Other Revenue	\$ -	\$ (475,000.00)	\$ (9,350.00)	\$ (16,860.00)	\$ (2,040.00)	\$ (1,500.00)	\$ -	\$ -	\$ (11,390.00)	\$ (493,360.00)	\$ (481,970.00)
TOTAL REVENUE	\$ (1,446,208.00)	\$ (1,332,212.00)	\$ (882,270.00)	\$ (924,026.00)	\$ (1,115,436.00)	\$ (1,145,384.00)	\$ (269,902.00)	\$ (281,665.00)	\$ (3,713,816.00)	\$ (3,683,287.00)	\$ 30,529.00
EXPENSES											
Admin Expenses											
Admin Salary & Benefits	\$ 581,000.00	\$ 619,602.00	\$ 92,220.00	\$ 129,350.00	\$ 147,000.00	\$ 113,100.00	\$ 32,220.00	\$ 13,260.00	\$ 852,440.00	\$ 875,312.00	\$ 22,872.00
Fee & Marketing Expense	\$ 3,040.00	\$ 3,600.00	\$ 199,442.00	\$ 199,737.00	\$ 220,663.00	\$ 219,323.00	\$ 57,451.00	\$ 57,546.00	\$ 480,596.00	\$ 480,206.00	\$ (390.00)
Office Expense	\$ 46,596.00	\$ 43,150.00	\$ 17,255.00	\$ 23,920.00	\$ 33,546.00	\$ 21,070.00	\$ 8,350.00	\$ 8,254.00	\$ 105,747.00	\$ 96,394.00	\$ (9,353.00)
Other Admin Expense	\$ 55,800.00	\$ 53,550.00	\$ 13,198.00	\$ 9,521.00	\$ 12,304.00	\$ 9,960.00	\$ 2,880.00	\$ 2,930.00	\$ 84,182.00	\$ 75,961.00	\$ (8,221.00)
Total Admin Expenses	\$ 686,436.00	\$ 719,902.00	\$ 322,115.00	\$ 362,528.00	\$ 413,513.00	\$ 363,453.00	\$ 100,901.00	\$ 81,990.00	\$ 1,522,965.00	\$ 1,527,873.00	\$ 4,908.00
Tenant Services Expense											
T.S. Salaries/Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T.S. Other	\$ -	\$ -	\$ 1,560.00	\$ 2,250.00	\$ 1,200.00	\$ 3,440.00	\$ 200.00	\$ 4,300.00	\$ 2,960.00	\$ 9,990.00	\$ 7,030.00
Total Tenant Services Exp	\$ -	\$ -	\$ 1,560.00	\$ 2,250.00	\$ 1,200.00	\$ 3,440.00	\$ 200.00	\$ 4,300.00	\$ 2,960.00	\$ 9,990.00	\$ 7,030.00
Total Utilities Expense	\$ 5,486.00	\$ 6,780.00	\$ 121,000.00	\$ 124,400.00	\$ 30,754.00	\$ 31,320.00	\$ 28,900.00	\$ 28,025.00	\$ 186,140.00	\$ 190,525.00	\$ 4,385.00
Maintenance Expenses											
Maintenance Labor & Benefits	\$ 631,140.00	\$ 687,050.00	\$ -	\$ 53,100.00	\$ -	\$ 58,800.00	\$ -	\$ 15,300.00	\$ 631,140.00	\$ 814,250.00	\$ 183,110.00
Maintenance Supplies	\$ 720.00	\$ -	\$ 37,290.00	\$ 32,656.00	\$ 56,424.00	\$ 59,300.00	\$ 12,590.00	\$ 14,670.00	\$ 107,024.00	\$ 106,626.00	\$ (398.00)
Maintenance Contracts	\$ 1,400.00	\$ -	\$ 299,635.00	\$ 233,200.00	\$ 503,828.00	\$ 350,200.00	\$ 90,039.00	\$ 108,550.00	\$ 894,902.00	\$ 691,950.00	\$ (202,952.00)
Total Maintenance Expense	\$ 633,260.00	\$ 687,050.00	\$ 336,925.00	\$ 318,956.00	\$ 560,252.00	\$ 468,300.00	\$ 102,629.00	\$ 138,520.00	\$ 1,633,066.00	\$ 1,612,826.00	\$ (20,240.00)
Protective Services Expense	\$ -	\$ -	\$ 4,480.00	\$ 13,200.00	\$ 14,236.00	\$ 9,320.00	\$ 3,444.00	\$ 4,250.00	\$ 22,160.00	\$ 26,770.00	\$ 4,610.00
Total Insurance Expense	\$ 19,490.00	\$ 20,472.00	\$ 55,576.00	\$ 52,884.00	\$ 63,996.00	\$ 56,820.00	\$ 17,104.00	\$ 16,621.00	\$ 156,166.00	\$ 146,797.00	\$ (9,369.00)
Total General Expenses	\$ 2,400.00	\$ 7,500.00	\$ 34,945.00	\$ 33,578.00	\$ 30,310.00	\$ 17,970.00	\$ 14,662.00	\$ 14,935.00	\$ 82,317.00	\$ 73,983.00	\$ (8,334.00)
Total Interest & Amort Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 1,347,072.00	\$ 1,441,704.00	\$ 876,601.00	\$ 907,796.00	\$ 1,114,261.00	\$ 950,623.00	\$ 267,840.00	\$ 288,641.00	\$ 3,605,774.00	\$ 3,588,764.00	\$ (17,010.00)
NET (REVENUE) / EXPENSE	\$ (99,136.00)	\$ 109,492.00	\$ (5,669.00)	\$ (16,230.00)	\$ (1,175.00)	\$ (194,761.00)	\$ (2,062.00)	\$ 6,976.00	\$ (108,042.00)	\$ (94,523.00)	\$ 13,519.00
Transfers To/(From) Reserves	\$ 99,136.00	\$ (109,492.00)	\$ 5,669.00	\$ 16,230.00	\$ 1,175.00	\$ 194,761.00	\$ 2,062.00	\$ (6,976.00)	\$ 108,042.00	\$ 94,523.00	\$ (13,519.00)
BALANCED BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (0.00)	\$ (0.00)

RESOLUTION 2022-02

03/29/2022

Board of Commissioners

Derek Antoine, Executive Director

Approval of the Knox County Housing Authority Annual Operating Budget FYE 03/31/2023

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The proposed Knox County Housing Authority Operational Budget for FYE 03/31/2023 is hereby approved and adopted.
3. The Operational Budget for FYE 03/31/2023 is in compliance with the requirements set forth in HUD guidance, the Code of Federal Regulations, and generally accepted accounting principles set forth by the Governmental Accounting Standards Board.
4. This Resolution shall be carried out in accordance with federal regulations and be effective as of 04/01/2022.

RESOLVED: March 29, 2022

Lomac Payton, Chairperson

Jared Hawkinson, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

PHA Board Resolution
Approving Operating Budget

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing -
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026
(exp. 06/30/2022)

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:PHA Code:

PHA Fiscal Year Beginning:Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:
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RESOLUTION 2022-03

03/24/2022

Board of Commissioners

Derek Antoine, Executive Director

RE: Adoption of Small Purchase Procurement – Supply/Service Vendor List FYE 03/31/2023

Article I. Background

Small purchase procedures are a simplified method for acquiring supplies, materials, and services (including professional and construction) that do not exceed the PHA's small purchase threshold. These procedures are the simplest method of procurement and will be used for the vast majority of a PHA's purchases. The Knox County Housing Authority's small purchase threshold, as established by the State of Illinois (30 ILCS 500/20-20), has been set at the following limit:

- Construction \$100,000.00

Public Housing Authorities (PHAs) are governed by the Code of Federal Regulations, which sets forth the guidelines, policies, and procedures by which a PHA is required to follow in the administration federal assistance funding. The HUD Procurement Handbook 7460.8 REV 2 requires public housing agencies to develop procurement policies and agency specific operational procedures to ensure internal control.

2 CFR §200.319(a) states "All procurement transactions will be conducted in a manner providing full and open competition consistent with the standards of this section (Subpart D – Post Federal Award Requirements." 2 CFR §200.319(a)(1-7) clarifies actions or situations that are deemed restrictive on open competition, and thus prohibited from any procurement action. These situations include placing unreasonable requirements on firms, requiring unnecessary and excessive bonding, noncompetitive pricing practices between firms, organizational conflicts of interest, specifying "brand name" product without allowing equivalent products to be offered, or any other arbitrary action in a procurement process. Further, 2 CFR §200.319(b) goes on to list the use of "in-State" or geographical preferences in the evaluation of bids and proposals. 2 CFR §200.319(c) requires PHAs to maintain written selection procedures for each procurement transaction, ensuring all solicitations include a clear and accurate description of the requirements for the product or services to be procured, clearly identify requirements which bidders must fulfill, and specify all factors to be used in evaluating bids or proposals.

2 CFR §200.323(a) establishes requirements to conduct cost or price analysis for each procurement action. Simply stated, price analysis must consist of a comparison of quotations to each other and to other sources of pricing information (e.g., past prices paid, catalog prices, etc.). Before making an award, PHAs must determine that the proposed price is fair and reasonable. Finally, 2 CFR §200.318(i) stipulates PHAs must maintain records sufficient to detail the history of procurement, including but not limited to the following: rationale for the procurement method, selection or rejection methodology, and the basis for contract price.

2 CFR §200.318(c) requires that agencies maintain a written code of standards governing the performance of their employees engaged in the award and administration of contracts. Members of the



Board of Commissioners, PHA employees, and any others serving in an official position or acting as an agent of the PHA (hereafter referred to as employees, officers, or agents) must discharge their duties impartially to ensure fair competitive access to procurement opportunities by responsible contractors. Moreover, employees, officers, and agents should conduct themselves in such a manner as to foster the public's confidence in the integrity of the PHA procurement organization and process. Any attempt to realize personal gain through PHA employment or to serve as an officer or agent of the PHA through actions inconsistent with the proper discharge of duties is a breach of public trust.

Effective with the FYE 2013 procurement actions, a renewal clause was added to each procurement action on this list. Basically stated, as long as contractual obligations were satisfactorily met and cost was only modified through a reasonable method (cost of inflation increase, material price increase, etc.), contracts would be renewed on an annual basis for two additional one-year terms.

Article II. Recommendation

It is the recommendation of the Executive Director the Board of Commissioners adopt the Small Purchase Procurement – Supply/Service Vendor List, effective for the fiscal year commencing 04/01/2022 and ending 03/31/2023.

KCHA Vendor List FYE 03/31/2023

Category	FYE 2022	FYE 2023	Contract Year
Service/Maintenance			
On-Call Plumbing Services	AMP Mechanical Services	AMP Mechanical Services	2nd
On-Call Sewer & Drain Services	Mechanical Service Inc.	Mechanical Services Inc.	2nd
On-Call Electrical Services	AMP Electrical Services	AMP Electrical Services	2nd
Asbestos Abatement	Iowa Illinois Taylor Insulation	Iowa Illinois Taylor Insulation	2nd
Fire Protection	Getz Fire Equipment	Getz Fire Equipment	2nd
Trash Removal	Waste Management	Waste Management	2nd
Pest Control	Four Seasons Pest Control	American Pest Control	1st
Lawn Service	Liqui-Green Lawn Care	Liqui-Green Lawn Care	2nd
Flooring Installation	Union Flooring Services	Union Flooring Services	3rd
On-Call Carpet Replacement	Union Flooring Services	Union Flooring Services	2nd
Parts/Supplies			
Appliances	GE Appliances	GE Appliances	2nd
	Barton Carroll's	Barton Carroll's	2nd
Appliance Parts	PDQ	PDQ	2nd
	Partscription	PartScription	2nd
	Dey Distributing	Dey Distributing	2nd
General Maint. Supplies/ Paint/Hardware	HD Supply Sherwin Williams	HD Supply Sherwin-Williams	U.S. Communities State of IL Joint Purchasing
Janitorial Supplies			
Janitorial Supplies	Office Specialists, Inc.	Office Specialists, Inc.	2nd
	Wilson Paper Company	Wilson Paper Company	2nd
Administrative			
IT Service	Office Specialists, Inc.	Office Specialists, Inc.	2nd
Office Supplies	Staples Advantage	Staples Advantage	
Security Camera Service	Thompson Electronics	Thompson Electronics	1st
Shredding Services	AAA Certified Confidential	AAA Certified Confidential	1st
Printing Services	Allegra	Allegra	2nd

RESOLUTION 2022-03

03/24/2022

Board of Commissioners

Derek Antoine, Executive Director

Adoption of Small Purchase Procurement – Supply/Service Vendor List FYE 03/31/2023

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The proposed Small Purchase Procurement – Supply/Service Vendor List for fiscal year-ending 03/31/2023 is hereby approved and adopted.
3. The solicitation and selection process used in procuring said goods and services is compliant with state and federal requirements.
4. This Resolution shall be carried out in accordance with agency policy, procedures, and federal regulations and be effective as of 04/01/2022.

RESOLVED: March 29, 2022

Lomac Payton, Chairperson

Jared Hawkinson, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2022-04

3/29/2022

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending March 31, 2022.

Article I. Background

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

Write-off recommendations are done 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 wrote 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 \$3,524 effective for the period ending March 31, 2022.

RESOLUTION 2022-04

3/29/2022

Board of Commissioners

Derek Antoine, Executive Director

Approval of Bad Debt Charge-Offs for the period ending March 31, 2022.

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The Board of Commissioners of the Knox County Housing Authority hereby approves the charge-off of uncollectible debt in the amount of \$3,524 for the period ending March 31, 2022.
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 March 31, 2022.

RESOLVED: March 29, 2022

Lomac Payton, Chairperson

Jared Hawkinson, Vice-Chairperson

Derek Antoine, Secretary/Executive Director (Attest)

RE: Approval of Bad Debt Charge-Offs for the period ending March 31, 2022

Moon Towers 4th Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Shanna	Gillett	MT033-12		\$1,080.50
Mary	Hartshorn	MT041-5		\$192.75
Total Moon Towers				<u>\$1,273.25</u>

Family's 4th Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Mandy	Sherman	Fam 368-15		\$1,848.75
Total Family				<u>\$1,848.75</u>

Bluebell's 4th Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Total Bluebell				<u>\$0.00</u>

Voucher 4th Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Total Voucher				<u>\$0.00</u>

Brentwood & Prairieland 4th Quarter Write-Offs - FYE 2022				
First Name	Last Name	Debt Identifier	Notes	Debt Owed
Carine	Kipulu	BW B7-10		\$148.00
Yolanda	Fulton	PL 9-7		\$11.00
Destiny	Jones	PL 40-9		\$67.00
Tara	Askew	PL 34-4		\$176.00
Total Brentwood & Prairieland				<u>\$402.00</u>

Total 4th Qtr FYE 2022 Bad Debt Write-Offs \$3,524.00



EXECUTIVE DIRECTOR REPORT FEBRUARY 2022

**REGULAR MEETING
KCHA BOARD OF COMMISSIONERS**

Tuesday, March 29, 2022

Moon Towers Conference Room

255 W. Tompkins St.

Galesburg, IL 61401

knoxcountyhousing.org



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



EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

COMMISSIONER COMPLIANCE REPORT

Commissioner Training and Development

The following table details **commissioner** training and development accomplished for FYE 03/31/2022:

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

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

Month	Training Events	Training Hours	Total Cost	Avg Cost per Hour	Training Budget	% to Budget	Variance
Apr-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
May-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jun-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jul-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Aug-21	1	9.0	\$ 1,500.00	\$ 166.67	\$ 833.33	180.00%	\$ 666.67
Sep-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Oct-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Nov-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Dec-21	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Jan-22	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Feb-22	0	0.0	\$ -	\$ -	\$ 833.33	0.00%	\$ (833.33)
Mar-22			\$ -	#DIV/0!		0.00%	
FYE 2022	1	9.0	\$ 1,500.00	\$ 166.67	\$ 9,166.65	16.36%	\$ (7,666.65)

EXECUTIVE SUMMARY

Commissioner Governance/Compliance

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

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

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

CY 2022	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	%
Payton, Lomac (C)		1											50.0%
Hawkinson, Jared (VC)	1												50.0%
Allen, Wayne													0.0%
Stewart, Paul H.	1	1											100.0%
Robison, Sara	1	1											100.0%
Riley, Joseph		1											50.0%
Carson, LaToya	1	1											100.0%
Antoine, Derek (ED)	1	1											100.0%

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

Board Governance Survey Status	REQ	KCHA	RESULT
Does the Board have the required number of members?	7	7	Meets Requirement
Does the Board include a participant of KCHA programs?	YES	YES	Meets Requirement
Number of Board meetings:	2	2	Meets requirement
Average meeting attendance:	80.0	68.8%	Fails Requirement
Methods of disseminating information about Board meetings and minutes.	YES	YES	Meets requirement
Role of Board in evaluating Executive Director performance and compensation	YES	YES	Meets requirement
Role of Board in reviewing financial statements/PHA's financial health.	YES	YES	Meets Requirement
Timeliness of budget adoption by Board.	3/31	03/29	Meets requirement
Are the results of quality control testing communicated to the Board?	YES	YES	Meets requirement

EXECUTIVE SUMMARY

FINANCIAL SUMMARY

The following financial statements for February 2022 have been included with this month's Board meeting informational packet:

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

EXECUTIVE SUMMARY

GRANT STATUS/PERFORMANCE

2021 CFP Grant IL01P08550121

- Obligation End Date (OED): 02/22/2025
- Expenditure End Date (EED): 02/22/2027

CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ -	0.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ -	0.0%
1480 General Capital Activity	\$ 909,310.00	\$ 909,310.00	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 1,209,310.00	\$ 1,209,310.00	\$ 300,000.00	24.8%	\$ -	0.0%

CFP Planned Work Items

CFP Planned Activity	Original	Current	Obligated	%	Expended	%
1480 504 Phase 4	\$ 234,310.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480 MT - Roof Replacement	\$ 500,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480 Convenience Mods	\$ 100,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
1480 A&E Services	\$ 75,000.00	\$ -	\$ -	0.0%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	0.0%
Total Capital Fund Program	\$ 909,310.00	\$ -	\$ -	0.0%	\$ -	0.0%

Allotments for operations (1406) and administration (1410) have been made, thus obligations sit at 24.8%. Budgeted activities include operational transfers, playground renovation at the family sites, convenience mods to the family 2-bedroom units, and roof replacement at Moon Towers.

CFP Grant IL01P08550121 is 0.0% obligated, and must be at 90% (contracts for work signed) by 02/22/2023. This grant must be fully expended by 02/22/2025.

EXECUTIVE SUMMARY

2020 CFP Grant IL01P08550120

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

CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ 200,000.00	100.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480 General Capital Activity	\$ 918,959.00	\$ 868,267.00	\$ 630,486.00	72.6%	\$ -	0.0%
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 1,218,959.00	\$ 1,168,267.00	\$ 930,486.00	79.6%	\$ 300,000.00	25.7%

CFP Planned Work Items

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

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

CFP Grant IL01P08550120 is now 79.6% obligated and must be at 90% (contracts for work signed) by 03/25/2024. This grant must be fully expended by 03/25/2026.

EXECUTIVE SUMMARY

2019 CFP Grant IL01P08550119

- Obligation End Date (OED): 04/16/2023
- Expenditure End Date (EED): 04/15/2025

CFP Budget by Line Item

Budget Line Item (BLI)	Original	Current	Obligated	%	Expended	%
1406 Transfer to Operations	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	100.0%	\$ 200,000.00	100.0%
1408 Mgmnt Improvement	\$ 49,932.00	\$ -	\$ -		\$ -	0.0%
1410 CFP Administration	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	100.0%	\$ 100,000.00	100.0%
1480 General Capital Activity	\$ 783,874.00	\$ 783,874.00	\$ 783,874.00	100.0%	\$ 566,607.96	72.3%
Total Capital Fund Program	\$ 1,133,806.00	\$ 1,083,874.00	\$ 1,083,874.00	100.0%	\$ 866,607.96	80.0%

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%	\$ 76,735.00	82.3%
1480 504 Phase 3 - AMP 1	\$ 690,639.00	\$ 690,639.00	\$ 690,639.00	100.0%	\$ 489,872.96	70.9%
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
	\$ -	\$ -	\$ -		\$ -	
Total Capital Fund Program	\$ 783,874.00	\$ 783,874.00	\$ 783,874.00	100.0%	\$ 566,607.96	72.3%

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

CFP Grant IL01P08550119 is 100% obligated (contracts for work signed) ahead of the 04/16/2023 obligation expenditure deadline (OED). Currently, 80.0% of the grant (\$866,607.96) has been expended ahead of the 04/15/2025 deadline.

EXECUTIVE SUMMARY

POLICY/OPERATIONS

On 03/07/2022, the agency submitted its **second request for American Rescue Plan Act (ARPA) funding** from the Knox County Board and the Galesburg City Council. The request was made on behalf of KCHA families facing eviction due to nonpayment of rent during the COVID pandemic. Background and request specifics were previously presented and discussed at multiple meetings with the Knox County ARPA Task Force, the Knox County Board, and the Galesburg City Council. The request totaled \$38,190.80, with 50% of that total requested from both entities.

On 02/15/2022, **KCHA filed a request for waiver of SEMAP scoring for FYE 03/31/2022** based on impacted HQS inspections. It is anticipated the waiver will be granted. On 03/08/2022, the agency received notification the waiver had been granted. HUD's response to the waiver request is included with this month's board information packet.

EXECUTIVE SUMMARY

LEGISLATIVE/ADVOCACY

Congress passed FY 2022 Transportation-HUD spending bill, providing a significant increase to housing and community development programs. The package was ultimately approved by a bipartisan vote on March 9 and the Senate approved it on March 10. President Biden signed the bill in a White House ceremony on March 15. The \$1.5 trillion includes a total of \$53.7 billion for HUD, an increase of \$4 billion above FY 21.

The Act provides \$8.45 billion for the public housing fund, a consolidation of the operating and capital fund accounts into a single public housing fund.

- The Operating Fund was increased by just over 4 percent, to \$5.039 billion, a \$200 million increase from FY 21. While HUD estimates this to be a 100% proration
- An allocation of \$3.2 billion was provided for the Capital Fund to be distributed by formula, an increase of just under 16%.
- A total of \$27.4 billion is allocated for Tenant-Based Rental Assistance, \$1.6 billion above FY 21 but over \$3 billion less than the President’s budget request. Of this amount, just over \$24 billion is provided for voucher renewals, representing a 4.4% increase from last year.
- Administrative Fees received a \$252 million increase, or just under 12%, from last year. While an increase is appreciated, the funding falls short of agency needs at about an 85% proration.

The table below shows FY 21 enacted, FY 22 proposed, and FY 22 enacted spending levels.

FY 22 Appropriations Chart for Selected HUD Accounts

	FY 21 ENACTED	PHADA RECOM-MENDED	FY 22 WHITE HOUSE	FY 22 HOUSE	FY 22 SENATE	FY 22 ENACTED	% INCREASE FROM FY 21
Public Housing Operating Fund	\$4.839 B	\$5.144 B	\$4.887 B	\$4.897 B	\$5.019B	\$5.039 B	4.13%
Public Housing Capital Fund	\$2.765 B	\$5.000 B	\$3.200 B	\$3.400 B	\$3.616 B	\$3.200 B	15.73%
Voucher Contract Renewals	\$23.080 B	\$25.000 B	\$25.000 B	\$24.951 B	\$24.527 B	\$24.095 B	4.40%
Voucher Administrative Fees (less fees for special purposes)	\$2.129 B	\$2.780 B	\$2.780 B	\$2.459 B	\$2.474 B	\$2.381 B	11.84%
Project Based Rental Assistance	\$13.465 B	\$14.060 B	\$14.060 B	\$14.010 B	\$13.970 B	\$13.940 B	3.53%
Choice Neighborhoods	\$200 M	\$500 M	\$250 M	\$400 M	\$200 M	\$350 M	75.00%
HOME	\$1.350 B	NA	\$1.900 B	\$1.850 B	\$1.450 B	\$1.500 B	11.00%
CDBG	\$3.475 B	NA	\$3.800 B	\$3.765 B	\$4.190 B	\$3.300 B	-4.30%
FSS	\$105 M	\$200 M	\$120 M	\$150 M	\$120 M	\$109 M	3.80%
ROSS	\$35 M	\$35 M	\$35 M	\$35 M	\$35 M	\$35 M	0
JOBS PLUS	\$15 M	\$20 M	\$20 M	\$15 M	\$15 M	\$15 M	0

EXECUTIVE SUMMARY

PUBLIC RELATIONS

On 02/21/2022, Executive Director Derek Antoine appeared before the Galesburg City Council to speak during the public comment portion of the regular meeting. The statement delivered by Mr. Antoine was made in reference to negative and uninformed comments made by a council member in regard to the Knox County Housing Authority, our staff, its Director, and the families we serve. The statement has been included below:

Good evening and thank you for allowing me this opportunity to address the council.

I wanted to take this opportunity to first express my heartfelt appreciation to this body for the responsible stewardship of taxpayer resources from the American Rescue Plan Act.

Here are the numbers from this coordinated, targeted, multi-agency effort:

- 65 - Signed agreements.
- 60 - Met all requirements and will receive aid.
- 58 - Paid off their balances.
- 25 - Balances less than \$100.00 and did not qualify for assistance.
- 14 - Declined; 7 Chose to go with ILRPP grant; 6 Not interested; 1- Balance paid by church.
- 4 - Moved out.
- 2 - Individuals had balances paid via Salvation Army and the VNA.
- 2 - Signed agreements but did not pay rent or attend workshop.
- 1 - Went negative rent which significantly reduced balance; no longer qualified for help.
- 1 - Deceased.
- 4 - Many efforts made to contact, however, was unable to reach.

Through various mechanisms, including the recommendation from the ARPA Task Force and the approval by this City Council for the use of federally-appropriated ARPA funds, 98% of targeted families were able to avoid eviction this winter – that's 156 out of the originally submitted 160 families. That number is significant and represents a number of things. Most importantly it represents continued hope for those families and children. Thus, and in appreciation of the council's willingness to use ARPA funding for its intended purpose, I say thank you again.

Second, I would like to inform and/or remind the council that I am more than willing to make myself available to those wishing to know more about the Knox County Housing Authority. In recent months, its come to my attention that comments have been made regarding the Knox County Housing Authority that aren't true.

Generally speaking, we're used to those types of comments at our agency because, quite frankly, public perception of low income housing is extraordinarily unfavorable. Often, news articles having nothing to do with our agency are posted on Facebook and commentors are quick to tie the issues to our residents or our programs, displaying a vast array of ignorance. Some claim to know how our processes work, some claim the problem wouldn't exist if the KCHA wasn't here, while others are just outright full of hate. Mostly, I stay out of the comments section, because – as most of you realize – those types of interactions are largely not effective.

EXECUTIVE SUMMARY

Of greater concern to me, however, is when people whose opinions hold greater sway maintain – or even further – narratives about our agency that simply aren’t accurate. As a governing body, your opinion on public matters is viewed as or considered “informed.” When you engage citizens or your constituents on topics, your statements/conversation are afforded credibility. Hence, when your discussions on such matters are uninformed, misinformation is more effectively spread. I’m not here to say you’re willfully spreading misinformation about the Knox County Housing Authority. What I am here to say is that my door is open to you all if you would like to discuss any issues on which you would like to be more informed. 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. We build community, people, and partnerships. Our families live, eat, sleep, and pay taxes in this community. Their children grow and learn here. Our agency has a storied history of working with local, state, and federal agencies for the betterment of our residents and programs, which in turn makes Knox County a better, more inclusive place to call home. We’ve readily stepped up and worked with the city and community partners on many initiatives, including safer neighborhoods, GED programs, wellness programs, financial literacy, meal assistance for our school children and adults, back-to-school, after school, and other educational events for our youth, health fairs and vaccination drives, and countless more. The staff of the Knox County Housing Authority remain dedicated, engaged, and ready to partner with you all.

Thank you for all you do, and have done, for this community and for the Knox County Housing Authority.

STRATEGIC PLANNING

No report this period.

PUBLIC HOUSING PROGRAM

PUBLIC HOUSING PROGRAM

OCCUPANCY

CURRENT PERIOD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Moon Towers	4956	4888	98.6%	1.4%	177	177	100.0%	0.0%
Family Sites	5259	5258	100.0%	0.0%	189	189	100.0%	0.0%
Bluebell Tower	1428	1428	100.0%	0.0%	51	51	100.0%	0.0%
PH Total	11643	11574	99.4%	0.6%	417	417	100.0%	0.0%

FISCAL YTD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Moon Towers	59118	58504	99.0%	1.0%	1770	1770	100.0%	0.0%
Family Sites	64949	63720	98.1%	1.9%	2156	2156	100.0%	0.0%
Bluebell Tower	17034	16962	99.6%	0.4%	561	561	100.0%	0.0%
PH Total	141101	139186	98.6%	1.4%	4487	4487	100.0%	0.0%

	CURRENT PERIOD					FISCAL YTD				
	#	DOWN	MAINT.	LEASING	TOTAL	#	DOWN	MAINT.	LEASING	TOTAL
Moon Towers	1	0	67	0	67	18	27	354	309	690
Averages		0.0	67.0	0.0	67.0		1.5	19.7	17.2	38.3
Family Sites	3	120	32	69	221	30	243	296	146	685
Averages		40.0	10.7	23.0	73.7		8.1	9.9	4.9	22.8
Bluebell Tower	0	0	0	2	2	5	8	44	24	76
Averages		0.0	0.0	0.0	0.0		1.6	8.8	4.8	15.2
PH Total	4	120	99	71	290	53	278	694	479	1451
Averages		30.0	24.8	17.8	72.5		5.2	13.1	9.0	27.4

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

PUBLIC HOUSING PROGRAM

FINANCIAL ANALYSIS

	CURRENT PERIOD			FISCAL YTD		
	ACTUAL	BUDGET	VAR	ACTUAL	BUDGET	VAR
Moon Towers						
Income	\$ 74,077.76	\$ 69,160.00	7.1%	\$ 844,884.35	\$ 758,660.00	11.4%
Expense	\$ 93,821.63	\$ 74,610.85	25.7%	\$ 616,258.17	\$ 656,565.35	-6.1%
Revenue/(LOSS)	\$ (19,743.87)	\$ (5,450.85)	-262.2%	\$ 228,626.18	\$ 102,094.65	123.9%
Family Sites						
Income	\$ 93,974.43	\$ 94,302.00	-0.3%	\$ 1,159,877.71	\$ 1,021,110.00	13.6%
Expense	\$ 80,157.93	\$ 94,986.08	-15.6%	\$ 813,481.69	\$ 1,008,191.88	-19.3%
Revenue/(LOSS)	\$ 13,816.50	\$ (684.08)	2119.7%	\$ 346,396.02	\$ 12,918.12	2581.5%
Bluebell Tower						
Income	\$ 22,013.95	\$ 18,985.92	15.9%	\$ 246,050.74	\$ 208,917.12	17.8%
Expense	\$ 22,027.03	\$ 20,179.83	9.2%	\$ 207,338.68	\$ 213,482.50	-2.9%
Revenue/(LOSS)	\$ (13.08)	\$ (1,193.91)	98.9%	\$ 38,712.06	\$ (4,565.38)	947.9%
PH Total						
Income	\$ 190,066.14	\$ 182,447.92	4.2%	\$ 2,250,812.80	\$ 1,988,687.12	13.2%
Expense	\$ 196,006.59	\$ 189,776.76	3.3%	\$ 1,637,078.54	\$ 1,878,239.73	-12.8%
Revenue/(LOSS)	\$ (5,940.45)	\$ (7,328.84)	18.9%	\$ 613,734.26	\$ 110,447.39	455.7%

	PROJ TEN REVENUE	A/R	TAR %
Moon Towers	\$ 434,684.21	\$ 28,172.66	6.48%
Family Sites	\$ 259,475.32	\$ 51,297.02	19.77%
Bluebell Tower	\$ 169,776.26	\$ 4,553.39	2.68%
PH Total	\$ 863,935.80	\$ 84,023.07	9.73%

	CASH POSITION	MIN. RESERVE	AVG MTH EXP	MENAR	EXCESS CASH
Moon Towers	\$ 630,683.01	\$ 274,546.90	\$ 68,636.73	9.19	\$ 356,136.11
Family Sites	\$ 797,412.30	\$ 295,815.00	\$ 73,953.75	10.78	\$ 501,597.30
Bluebell Tower	\$ 194,923.01	\$ 84,394.23	\$ 21,098.56	9.24	\$ 110,528.78
PH Total	\$ 1,623,018.32	\$ 654,756.13	\$ 163,689.03	9.92	\$ 968,262.19

PUBLIC HOUSING PROGRAM

MAINTENANCE

MAINTENANCE - ROUTINE WORK ORDERS

CURRENT PERIOD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Moon Towers	41	41	100.0%	0.0%	64	1.56
Family Sites	95	90	94.7%	5.3%	117	1.30
Bluebell Tower	15	15	100.0%	0.0%	25	1.67
PH Total	151	146	96.7%	3.3%	206	1.41

FISCAL YTD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Moon Towers	723	723	100.0%	0.0%	1489	2.06
Family Sites	1385	1374	99.2%	0.8%	2428	1.77
Bluebell Tower	250	250	100.0%	0.0%	619	2.48
PH Total	2358	2347	99.5%	0.5%	4536	1.93

MAINTENANCE - EMERGENCY WORK ORDERS

CURRENT PERIOD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Moon Towers	7	7	100.0%	7	100.0%	0	0.0%
Family Sites	11	11	100.0%	11	100.0%	0	0.0%
Bluebell Tower	1	0	0.0%	1	100.0%	0	0.0%
PH Total	19	18	94.7%	19	100.0%	0	0.0%

FISCAL YTD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Moon Towers	79	79	100.0%	79	100.0%	0	0.0%
Family Sites	143	143	100.0%	141	98.6%	2	1.4%
Bluebell Tower	12	12	100.0%	12	100.0%	0	0.0%
PH Total	234	234	100.0%	232	99.1%	2	0.9%

MAINTENANCE - ANNUAL INSPECTIONS

FISCAL YTD	TOTAL	MTD	YTD	REM	COMP	#	WO	DONE	%
Moon Towers	195	0	5	190	2.6%	0	5	5	100.0%
Family Sites	424	0	79	345	18.6%	404	16	14	87.5%
Bluebell Tower	65	1	9	56	13.8%	0	9	9	100.0%
PH Total	684	1	93	591	13.6%	404	30	28	93.3%

PUBLIC HOUSING PROGRAM

MAINTENANCE - UNIT TURN

CURRENT PERIOD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Moon Towers	3	0	0.00	67	22.33	67	22.33
Family Sites	3	120	40.00	32	10.67	152	50.67
Bluebell Tower	0	0	0.00	0	0.00	0	0.00
PH Total	6	120	20.00	99	16.50	219	36.50

FISCAL YTD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Moon Towers	32	27	0.84	354	11.06	381	11.91
Family Sites	30	353	11.77	264	8.80	617	20.57
Bluebell Tower	5	8	1.60	44	8.80	52	10.40
PH Total	67	388	5.79	662	9.88	1050	15.67

PUBLIC HOUSING PROGRAM

MANAGEMENT OPERATIONS

MANAGEMENT - EFFICIENCY

	<u>APPEAR</u>	<u>PIC</u>	<u>EIV</u>	<u>FILE</u>	<u>CSSR</u>	<u>TENANT</u>
Moon Towers	98.0%	100.0%	22.7%	0.0%	100.0%	56.5%
Family Sites	83.3%	100.0%	25.0%	3.5%	100.0%	60.9%
Bluebell Tower	97.1%	100.0%	25.0%	0.0%	100.0%	47.5%

MANAGEMENT - PEST CONTROL

<u>NEW INFESTATIONS</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>TRT</u>	<u>%</u>
Moon Towers	0	4	0	0	0	4	4	100.0%
Family Sites	0	0	0	0	0	0	0	100.0%
Bluebell Tower	0	1	0	0	0	1	1	100.0%
PH Total	0	5	0	0	0	5	5	100.0%

<u>INFESTATIONS - CP</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>UNITS</u>	<u>% AFF</u>	<u>CLEAR</u>
Moon Towers	3	21	0	0	0	24	177	13.6%	9
Family Sites	0	0	0	0	0	0	196	0.0%	0
Bluebell Tower	0	1	0	0	0	1	51	2.0%	3
PH Total	3	22	0	0	0	25	424	5.9%	12

<u>INFESTATIONS - YTD</u>	<u>BB</u>	<u>CR</u>	<u>OI</u>	<u>ROD</u>	<u>VER</u>	<u>TOT</u>	<u>UNITS</u>	<u>% AFF</u>	<u>CLEAR</u>	<u>AVG DAYS</u>
Moon Towers	127	404	0	0	0	531	1947	27.3%	84	140.70
Family Sites	20	47	0	0	0	67	2156	3.1%	11	52.36
Bluebell Tower	3	27	0	0	0	30	561	5.3%	12	82.50
PH Total	150	478	0	0	0	628	4664	13.5%	107	91.86

PUBLIC HOUSING PROGRAM

CRIME REPORTING

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

No notes for this period.

PUBLIC HOUSING PROGRAM

PHAS ASSESSMENT

	<u>P - 100</u>	<u>P - 40</u>	<u>MASS</u>	<u>FASS</u>	<u>CFP</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Moon Towers	97.38	38.95	21.00	25.00	10.00	94.95	HIGH PERFORMER
Family Sites	95.00	38.00	21.00	25.00	10.00	94.00	HIGH PERFORMER
Bluebell Tower	99.80	39.92	21.00	25.00	10.00	95.92	HIGH PERFORMER
PH Total		38.63	21.00	25.00	10.00	94.63	HIGH PERFORMER

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

PROPERTY SCORECARDS

<u>CURRENT PERIOD</u>	<u>MAINT</u>	<u>OCC</u>	<u>FINANCE</u>	<u>MGMT</u>	<u>TENANT</u>	<u>PHAS</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Moon Towers	3.10	3.70	2.50	2.40	3.50	3.75	3.11	STANDARD
Family Sites	3.25	3.55	2.35	1.90	3.00	3.75	2.96	STANDARD
Bluebell Tower	3.25	3.70	2.40	2.10	2.50	3.75	3.02	STANDARD
PH Total	3.19	3.63	2.42	2.13	3.15	3.75	3.03	STANDARD

<u>FISCAL YTD</u>	<u>MAINT</u>	<u>OCC</u>	<u>FINANCE</u>	<u>MGMT</u>	<u>TENANT</u>	<u>PHAS</u>	<u>OVERALL</u>	<u>DESIGNATION</u>
Moon Towers	3.45	3.55	2.05	2.10	2.50	3.75	2.92	STANDARD
Family Sites	3.10	3.70	2.15	2.20	2.50	3.75	2.95	STANDARD
Bluebell Tower	3.65	3.70	2.15	2.20	2.00	3.75	3.00	STANDARD
PH Total	3.31	3.64	2.11	2.16	2.44	3.75	2.94	STANDARD

HOUSING CHOICE VOUCHER PROGRAM

HOUSING CHOICE VOUCHER PROGRAM

APPLICATION/WAIT LIST

WAIT LIST	WL PRIOR	APPLICATIONS				VOU. ISSUED	WL CURRENT	WL AVG
		NEW	DENIED	INACTIVE	PURGED			
JAN	192	16	20	2	0	9	177	177.00
FEB	177	19	32	3	0	5	156	166.50
MAR							0	
APR							0	
MAY							0	
JUN							0	
JUL							0	
AUG							0	
SEPT							0	
OCT							0	
NOV							0	
DEC							0	
TOTAL		35	52	5	0	14		

VOUCHER ACTIVITY

VOUCHER ACTIVITY	PRIOR SEARCH	VOUCHER ACTIVITY						VOUCH. SEARCH
		ISSUED	EXPIRED	REVOKE	PORTS	FORFEIT	LEASED	
JAN	10	9	1	0	0	0	3	15
FEB	15	5	0	0	0	0	3	17
MAR								0
APR								0
MAY								0
JUN								0
JUL								0
AUG								0
SEPT								0
OCT								0
NOV								0
DEC								0
TOTAL		14	1	0	0	0	6	

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	191	\$ 66,403.00	\$ 74,763.00	88.82%	\$ 347.66	\$ 347.66
FEB	191	\$ 68,407.00	\$ 76,906.00	88.95%	\$ 358.15	\$ 352.91
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL	382	\$ 134,810.00	\$ 151,669.00	88.88%	\$ 352.91	

HOUSING ASSISTANCE PAYMENT (HAP) DETAIL – PORTABILITY

PORTABILITY HAP STATS	PORTED VOUCH.	HAP		% to HAP TOTAL	PER UNIT COST	ROLLING AVG
		PORTED	TOTAL			
JAN	7	\$ 5,960.00	\$ 74,763.00	7.97%	\$ 851.43	\$ 851.43
FEB	7	\$ 5,960.00	\$ 76,906.00	7.75%	\$ 851.43	\$ 851.43
MAR						
APR						
MAY						
JUN						
JUL						
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTAL	14	\$ 11,920.00	\$ 151,669.00	7.86%	\$ 851.43	

HOUSING CHOICE VOUCHER PROGRAM

PROGRAM UTILIZATION

VOUCHER - UTILIZATION				BUDGET AUTHORITY - UTILIZATION				
MON	ACC	UML	%	HAP EXPENSE	BUDG. AUTH.	NRP	BA + NRP	%
JAN	280	198	70.71%	\$ 74,763.00	\$ 77,065.92	\$ 5,223.92	\$ 82,289.84	90.85%
FEB	280	198	70.71%	\$ 151,669.00	\$ 154,132.00	\$ 5,559.92	\$ 159,691.92	94.98%
MAR								
APR								
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								

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

SEMAP FORECAST

SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM							
CATEGORY	PTS.	AVAIL.	SCORE	CATEGORY	PTS.	AVAIL.	SCORE
Wait List Management	15.0	15.0	100.00%	HQS - Pre-Contract	5.0	5.0	100.00%
Rent Reasonableness	20.0	20.0	100.00%	HQS - Annual Inspections	10.0	10.0	100.00%
Tenant Files	25.0	25.0	100.00%	Payment Standards	5.0	5.0	100.00%
Utility Allowances	5.0	5.0	100.00%	Annual Reexaminations	10.0	10.0	100.00%
HQS - Quality Control	5.0	5.0	100.00%	HAP/Voucher Utilization	15.0	20.0	75.00%
HQS - Enforcement	10.0	10.0	100.00%	SEMAP FORECAST	125.0	130.0	96.15%
				SEMAP FORECAST		High Performer	

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

AFFORDABLE HOUSING PRESERVATION (AHP)

AFFORDABLE HOUSING PRESERVATION (AHP)

OCCUPANCY

CURRENT PERIOD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Brentwood	2016	1963	97.4%	2.6%	72	71	98.6%	1.4%
Prairieland	1820	1799	98.8%	1.2%	65	65	100.0%	0.0%
AHP Total	3836	3762	98.1%	1.9%	137	136	99.3%	0.7%

FISCAL YTD	UNIT DAYS				UNIT MONTHS			
	UDA	UDL	OCC %	VAC %	UMA	UML	OCC %	VAC %
Brentwood	24048	23595	98.1%	1.9%	792	792	100.0%	0.0%
Prairieland	21710	21543	99.2%	0.8%	715	715	100.0%	0.0%
AHP Total	45758	45138	98.6%	1.4%	1507	1507	100.0%	0.0%

	#	CURRENT PERIOD				#	FISCAL YTD			
		DOWN	MAINT.	LEASING	TOTAL		DOWN	MAINT.	LEASING	TOTAL
Brentwood	2	30	14	2	46	19	110	105	139	354
Averages		15.0	7.0	1.0	23.0		5.8	5.5	7.3	18.6
Prairieland	0	0	0	0	0	16	44	87	22	153
Averages		0.0	0.0	0.0	0.0		2.8	5.4	1.4	9.6
PH Total	2	30	14	2	46	35	154	192	161	507
Averages		15.0	7.0	1.0	23.0		4.4	5.5	4.6	14.5

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

AFFORDABLE HOUSING PRESERVATION (AHP)

FINANCIAL ANALYSIS

	CURRENT PERIOD			FISCAL YTD		
	ACTUAL	BUDGET	VAR	ACTUAL	BUDGET	VAR
Brentwood						
Income	\$ 33,938.30	\$ 34,333.00	-1.1%	\$ 370,692.40	\$ 377,663.00	-1.8%
Expense	\$ 33,924.78	\$ 30,179.00	12.4%	\$ 324,229.11	\$ 344,906.00	-6.0%
Revenue/(LOSS)	\$ 13.52	\$ 4,154.00	-99.7%	\$ 46,463.29	\$ 32,757.00	41.8%
Prairieland						
Income	\$ 30,710.00	\$ 29,680.00	3.5%	\$ 327,021.49	\$ 326,642.50	0.1%
Expense	\$ 27,675.48	\$ 28,797.00	-3.9%	\$ 288,678.58	\$ 332,911.00	-13.3%
Revenue/(LOSS)	\$ 3,034.52	\$ 883.00	243.7%	\$ 38,342.91	\$ (6,268.50)	711.7%
AHP Total						
Income	\$ 64,648.30	\$ 64,013.00	1.0%	\$ 697,713.89	\$ 704,305.50	-0.9%
Expense	\$ 61,600.26	\$ 58,976.00	4.4%	\$ 612,907.69	\$ 677,817.00	-9.6%
Revenue/(LOSS)	\$ 3,048.04	\$ 5,037.00	-39.5%	\$ 84,806.20	\$ 26,488.50	220.2%

	PROJ TEN REVENUE	A/R	TAR %
Brentwood	\$ 404,248.46	\$ 6,521.77	1.61%
Prairieland	\$ 313,587.27	\$ 14,101.00	4.50%
AHP Total	\$ 717,835.73	\$ 20,622.77	2.87%

	CASH POSITION	MIN. RESERVE	AVG MTH EXP	MENAR	EXCESS CASH
Brentwood	\$ 133,061.82	\$ 117,901.49	\$ 29,475.37	4.51	\$ 15,160.33
Prairieland	\$ (122,031.42)	\$ 104,974.03	\$ 26,243.51	-4.65	\$ (227,005.45)
AHP Total	\$ 11,030.40	\$ 222,875.52	\$ 55,718.88	0.20	\$ (211,845.12)

AFFORDABLE HOUSING PRESERVATION (AHP)

MAINTENANCE REPORT

MAINTENANCE - UNIT TURN

CURRENT PERIOD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Brentwood	2	30	15.00	14	7.00	44	22.00
PrairieLand	0	0	0.00	0	0.00	0	0.00
AHP Total	2	30	15.00	14	7.00	44	22.00

FISCAL YTD	#	DOWN	AVG	MAINT.	AVG	TOTAL	AVG
Brentwood	17	110	6.47	105	6.18	215	12.65
PrairieLand	16	44	2.75	87	5.44	131	8.19
AHP Total	33	154	4.67	192	5.82	346	10.48

MAINTENANCE - ROUTINE WORK ORDERS

CURRENT PERIOD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Brentwood	39	33	84.6%	15.4%	6.46	0.20
PrairieLand	27	15	55.6%	44.4%	1.19	0.08
AHP Total	66	48	100.0%	0.0%	7.65	0.16

FISCAL YTD	REQ	COMP	COMP %	OPEN %	DAYS	AVG
Brentwood	335	329	98.2%	1.8%	41.28	0.13
PrairieLand	307	295	96.1%	3.9%	32.21	0.11
AHP Total	642	624	100.0%	0.0%	73.49	0.12

MAINTENANCE - EMERGENCY WORK ORDERS

CURRENT PERIOD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Brentwood	4	4	100.0%	4	100.0%	0	0.0%
PrairieLand	0	0	0.0%	0	0.0%	0	0.0%
AHP Total	4	4	100.0%	4	100.0%	0	0.0%

FISCAL YTD	REQ	< 24	< 24 %	FX 72	FX 72 %	OPEN	OPEN %
Brentwood	170	170	100.0%	170	100.0%	0	0.0%
PrairieLand	84	84	100.0%	84	100.0%	0	0.0%
AHP Total	254	254	100.0%	254	100.0%	0	0.0%

AFFORDABLE HOUSING PRESERVATION (AHP)

MAINTENANCE - ANNUAL INSPECTIONS

FISCAL YTD	TOTAL	MTD	YTD	REM	COMP	#	WO	DONE	%
Brentwood	96	10	95	1	99.0%	102	0	94	0.0%
Prairieland	102	8	113	-11	110.8%	153	0	109	0.0%
AHP Total	198	18	208	-10	105.1%	255	0	203	100.0%

MANAGEMENT OPERATIONS

MANAGEMENT - EFFICIENCY

	APPEAR	PIC	EIV	FILE	CSSR	TENANT
Brentwood	94.3%	0.0%	0.0%	100.0%	100.0%	121.5%
Prairieland	94.5%	100.0%	25.0%	97.6%	100.0%	88.2%

MANAGEMENT - PEST CONTROL

NEW INFESTATIONS	BB	CR	OI	ROD	VER	TOT	TRT	%
Brentwood	0	0	0	0	0	0	0	100.0%
Prairieland	0	0	0	0	0	0	0	100.0%
AHP Total	0	0	0	0	0	0	0	100.0%

INFESTATIONS - CP	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF	CLEAR
Brentwood	0	3	0	0	0	3	72	4.2%	3
Prairieland	0	0	0	1	0	1	66	1.5%	1
AHP Total	0	3	0	1	0	4	138	2.9%	4

INFESTATIONS - YTD	BB	CR	OI	ROD	VER	TOT	UNITS	% AFF	CLEAR	AVG DAYS
Brentwood	3	43	0	0	0	46	792	5.8%	14	83.00
Prairieland	2	13	0	4	0	19	726	2.6%	8	34.63
AHP Total	5	56	0	4	0	65	1518	4.3%	22	58.81

AFFORDABLE HOUSING PRESERVATION (AHP)

CRIME REPORTING

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

OPERATIONS ASSESSMENT

	P - 100	P - 40	MASS	FASS	CFP	OVERALL	DESIGNATION
Brentwood	98.00	39.20	23.00	21.52	10.00	93.72	HIGH PERFORMER
Prairieland	98.00	39.20	21.00	2.00	10.00	74.20	STANDARD PERFORMER
AHP Total		39.20	22.04	12.19	10.00	83.43	STANDARD PERFORMER

PROPERTY SCORECARDS

CURRENT PERIOD	MAINT	OCC	FINANCE	MGMT	TENANT	PHAS	OVERALL	DESIGNATION
Brentwood	3.25	3.80	2.70	2.50	3.00	3.75	3.20	STANDARD
Prairieland	3.70	3.70	2.35	2.80	3.00	3.00	3.09	STANDARD
AHP Total	3.47	3.75	2.53	2.64	3.00	3.39	3.15	STANDARD
	0.00	0.25	0.25	0.15	0.05	0.15	1	
	0.5088	0.93804	0.63315	0.9652	0.15	0.5087		
FISCAL YTD	MAINT	OCC	FINANCE	MGMT	TENANT	PHAS	OVERALL	DESIGNATION
Brentwood	3.45	3.55	3.30	2.80	2.00	3.75	3.31	STANDARD
Prairieland	3.85	4.00	2.65	2.90	2.00	3.00	3.23	STANDARD
AHP Total	3.64	3.77	2.99	2.85	2.00	3.39	3.27	STANDARD

AFFORDABLE HOUSING PRESERVATION (AHP)

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.





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

March 8, 2022

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

Dear Mr. Antoine:

The Department of Housing and Urban Development (HUD) reviewed the Knox County Housing Authority (KCHA) request submitted pursuant to **Notice PIH 2021-34, “Expedited Regulatory Waivers for the Public Housing and Housing Choice Voucher (including Mainstream and Mod Rehab) Programs.”** The Notice provided instructions on the expedited processing of public housing authority (PHA) requests to continue to use specific regulatory waivers for the Public Housing and Housing Choice Voucher (HCV) (including Mainstream and Mod Rehab) programs impacted by the COVID-19 pandemic. The waivers you requested are marked “Yes” in column one on the table below.

Background:

The Coronavirus Aid, Relief, and Economic Security (CARES) Act (Public Law 116-136) provided HUD with authority, in the context of the public health emergency, to waive statutes and regulations (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment) for the HCV and Public Housing programs. Most CARES Act waivers and alternative requirements contained in notice PIH 2021-14 (published May 5, 2021) expire on December 31, 2021; specific previously exercised HCV waiver approvals may extend into 2022. Notice PIH 2021-34 provides instruction on expedited waiver processing that would allow for PHAs to continue to use specific CARES Act regulatory waivers for the Public Housing and Housing Choice Voucher (including Mainstream and Mod Rehab) programs. It also provides for an expedited approval process for one new waiver in the Housing Choice Voucher Program related to payment standards that will help facilitate leasing, which was not part of the CARES Act waivers. The regulatory waivers covered under Notice PIH 2021-34 are stated in the chart below.

KCHA’s application was submitted by an authorized official and included KCHA’s justifications for the waiver(s) to be granted. Notice PIH 2021-34 specifies that good cause justification must include: (a) why a PHA needs the waiver; (b) the impact on PHA operations or applicants if the waiver is not provided; and (c) the proposed waiver duration is limited to only the time necessary for a PHA to resume normal operations and not to exceed December 31, 2022.

Additionally, if requesting a waiver of Regulation 24 CFR § 982.503(b) Voucher Tenancy: New Payment Standard Amount, a PHA must certify that it meets one of the following good cause reasons (explained in further detail in Notice PIH 2021-34): (1) The PHA’s jurisdiction is in a Fair Market Rent (FMR) area identified by HUD to have significant rental market fluctuations, where an increase in the PHA’s payment standards up to 120 percent of the FMR may help the PHA more quickly respond to local circumstances (a list of these FMR areas is attached to Notice 2021-34); (2) Utilization Rate is lower than 98 percent for the current year-to-date or more than a 5 percent reduction between years 2019 and 2021; or (3) less than 85 percent of the PHA’s vouchers issued in the last six months have leased. If your PHA adopts this waiver, please notify PIH_Expedited_Waivers@hud.gov if it elects to change its payment standards back to the basic range between 90 and 110 percent based on the FY 2022 FMR.

After reviewing the waiver request(s) and considering KCHA’s stated justification(s) of good cause, HUD: (1) finds there is good cause to waive, and hereby waives, the regulations and/or requirements marked “APPROVED” in the “Waiver Status” column and/or (2) finds there is not good cause to waive, and therefore does not waive, the regulations and/or requirements marked “NOT APPROVED” in the “Waiver Status” column.

List of expedited regulatory waivers

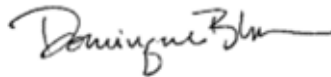
Waiver Requested	Waiver Status/Term Expiration	Waiver Name	Regulation	Summary of relief from HUD Requirements
		Increase in Payment Standard During Housing Assistance Payment (HAP) Contract Term	24 CFR § 982.505(c)(4)	PHAs have the option to increase the payment standard for the family at any time after the effective date of the increase, rather than waiting for the next regular reexamination.
Yes	APPROVED: Expiration 3/31/2022	SEMAP Score	24 CFR § 985.105 24 CFR § 985.101	PHAs with a fiscal year end 3/31/22, 6/30/22, or 9/30/22, may request to waive the application of SEMAP in its entirety, only if the PHA has a SEMAP indicator affected directly or indirectly because of the disruption to PHA operations caused by its adoption of available CARES Act waivers.

Waiver Requested	Waiver Status/Term Expiration	Waiver Name	Regulation	Summary of relief from HUD Requirements
		Term of Voucher: Extensions of Term	24 CFR § 982.303(b)(1)	Allows PHAs to grant a family one or more extensions of the initial voucher term regardless of the policy described in the Administrative Plan. PHAs should ensure consistency with these requests and remain in compliance with the PHA's informally adopted interim standard.
		Homeownership: Max. Term of Assistance	24 CFR § 982.634(a)	Allows a PHA to extend homeownership assistance for up to one additional year.
		Voucher Tenancy: New Payment Standard Amount	24 CFR § 982.503(b)	PHAs may request an expedited waiver to allow for establishment of payment standards from 111 to 120 percent of the FMR.

All waiver approvals are set to expire at the end of the term requested or December 31, 2022, whichever is earliest, unless an alternative limit is provided by HUD. If any provision of these waivers or their application to any HUD requirement is made invalid by PHA omission or is no longer needed due to changing circumstances, HUD reserves the right to revoke all or a portion of these waivers at any time.

Should you have any questions, please contact the Waiver Processing Team at PIH_Expedited_Waivers@hud.gov.

Sincerely,



Dominique Blom
General Deputy Assistant Secretary



Jack P. Ball, Esq.
Attorney at Law

A Professional Corporation

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

March 21, 2022

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:

Courtney Brown (301 Huston St.)	1 st Appr. - 04/05/22
Rakeisha Cunningham (1086 W. South St.)	1 st Appr. - 03/29/22
Luz Carrillo (968 W. South St.)	1 st Appr. - 03/29/22
Briana Ricketts (300 N. Jefferson St. #403)	1 st Appr. - CT 03/22/22

2. Other matters:

Review KCHA By-Laws related to removal of Commissioner and appointment of temporary replacement.

Review emails between Derek and City of Galesburg Community

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.

Relations Commission (CRC). Telephone conference w/Derek on status and response. Prepare draft response and email to Derek for review, comment and approval.

3. Review monthly board packet.

Jack P. Ball, Esq.