

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Conference Room
1/29/2019
10:00 a.m.

Opening	Roll Call	Chairperson Payton
<input type="checkbox"/> Wayne Allen	Review/Approve 12-2018 Minutes	Chairperson Payton
<input type="checkbox"/> Ben Burgland	Review/Ratify 12-2018 Financial Report	Chairperson Payton
<input type="checkbox"/> Thomas Dunker	Review/Ratify 12-2018 Claims and Bills	Chairperson Payton
<input type="checkbox"/> Jared Hawkinson	COCC:	\$ 34,587.56
<input type="checkbox"/> Lomac Payton	Moon Towers:	\$ 59,888.64
<input type="checkbox"/> Paula Sanford	Family:	\$ 74,358.22
<input type="checkbox"/> Paul H. Stewart	Bluebell:	\$ 20,328.96
<u>Excused:</u>	HCV:	\$ 90,184.10
Paul Stewart	Brentwood:	\$ 23,359.23
Paula Sanford	Prairieland:	\$ 22,786.25
<u>Others Present:</u>	Capital Fund 2016:	\$ 306,822.59
	Capital Fund 2017:	\$ 33,801.53
	Capital Fund 2018:	\$ 0.00

Old Business	None	
---------------------	------	--

New Business	Review/Approve Resolution 2019-01 Bad Debt Charge-Off for Period Ending 12/31/17	Derek Antoine
	Review/Approve Application for Payment 5 for Hein Construction for 504 Modification Project – Phase II at Family Sites	Derek Antoine

Reports	Executive Director’s Report – 01/2019	Derek Antoine
	KCHA Legal Counsel Report – 01/2019	Jack Ball

Other Business	Distribution of Financial Audit Results	Derek Antoine
-----------------------	---	---------------

Adjournment

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
January 2, 2019**

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

PRESENT: Wayne Allen
 Ben Burgland
 Thomas Dunker
 Jared Hawkinson
 Lomac Payton
 Paula Sanford
 Paul H. Stewart

EXCUSED:

ABSENT:

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

Chairperson Payton called the meeting to order at 10:00 a.m.

Chairperson Payton then asked if there were any additions or corrections to the previous meeting's minutes. Hearing none, Chairperson Payton then declared the November meeting minutes approved as received.

Chairperson Payton then requested the Board review and ratify the November 2018 financial reports. After brief discussion, Commissioner Allen made a motion to ratify the financial reports for November 2018 as presented; Commissioner Hawkinson seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

November 2018 claims against the HA Administration in the sum of \$437,465.98; Central Office Cost Center in the sum of \$37,956.72; Moon Towers in the sum of \$69,188.68; Family in the sum of \$82,714.63; Bluebell in the sum of \$23,052.59; Housing Choice Voucher Program in the sum of \$91,127.49; Brentwood (A.H.P.) in the sum of \$47,240.92; Prairieland (A.H.P.) in the sum of \$21,773.62; Capital Fund '16 in the sum of \$64,411.33; Capital Fund '17 in the sum of \$0.00; and Capital Fund '18 in the sum of \$0.00 were presented for approval. Commissioner Allen made a motion to ratify the claims and bills; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye

Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye
Motion Carried, 7-0.

OLD BUSINESS

None

NEW BUSINESS

Mr. Antoine asked the Board to review and approve Resolution 2018-13 KCHA Policy and Lease Revision. Mr. Antoine referenced the memo and related policy and lease documents. He reported that there were no policy changes this year, but there was a change in format change for the ACOP and Admin Plans. After brief discussion, Commissioner Stewart made a motion to Resolution 2018-13 KCHA Policy and Lease Revisions; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

Next, Mr. Antoine asked the Board to review and approve Resolution 2018-14 PHA Certifications of Compliance with PHA Plan Submission 01/16/2019. Mr. Antoine referenced the board memo and related documents and recommended adoption of the Annual Plan Submission for the fiscal year 04/01/2019 to 03/31/2020. After brief discussion, Commissioner Sanford made a motion to approve Resolution 2018-14 PHA Certifications of Compliance with PHA Plan Submission 01/16/2019; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

Next, Mr. Antoine asked the Board to review and approve Application for Payment 4 for Hein Construction for 504 Modification Project-Phase 2 at Family Sites. Mr. Antoine gave a construction progress updated. Alliance Architecture has reviewed and signed approval for Pay Request 4. After brief discussion, Commissioner Stewart made a motion to approve Application for Payment 4 for Hein Construction for 504 Modification Project-Phase 2 at Family Sites in the amount of \$160,839.50; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye

Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

Next, Mr. Antoine asked the Board to review and approve Payment Request for Duplex Settlement Remediation Project. Mr. Antoine reported that this project has been completed and was actually less than the base bid received. Alliance Architecture has reviewed and signed approval for payment of this invoice. After brief discussion, Commissioner Sanford made a motion to approve Payment Request for Duplex Settlement Remediation Project in the amount of \$96,388.28; Commissioner Hawkinson seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

Next, Mr. Antoine asked the Board to review and approve Expense Proposal for Water Softener System at Moon Towers. Mr. Antoine informed the board that there was an event at Moon Towers that resulted in no domestic hot water. It was determined that the duplex water softeners were at fault and need to be replaced. After brief discussion, Commissioner Stewart made a motion to approve Expense Proposal for Water Softener System at Moon Towers in a not to exceed amount of \$12,550.00; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

Next, Mr. Antoine asked the Board to review and approve Expense Proposal for Plumbing Repair at Blue Bell Tower. Mr. Antoine reported that periodically Blue Bell experiences sewer back up in the community room. Thus, the need to address this issue by replacing a failed section of piping to eliminate future issues. After brief discussion, Commissioner Sanford made a motion to approve Expense Proposal for Plumbing Repair at Blue Bell Tower in a not to exceed amount of \$15,350.00; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

REPORTS

Mr. Antoine handed out the Executive Director's Report at the meeting. This report presented a comprehensive overview of the Knox County Housing Authority including the following information: Training and Development, Media Outreach/Public Relations, Policy/Operations, Public Housing Program with property and occupancy information, Housing Choice Voucher, and Affordable Housing Program. Mr. Antoine highlighted the government shutdown in his comments.

Mr. Ball handed out the Legal Counsel Report for November. The report shows the cases filed during the month and items reviewed for the agency.

OTHER BUSINESS

Commissioner Stewart made a motion to table the review of CY 2018 Executive Session Minutes; Commissioner Hawkinson seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

ADJOURNMENT

Commissioner Allen made a motion to adjourn the meeting at 10:45 a.m.; Commissioner Hawkinson seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Burgland - aye
Commissioner Dunker - aye
Commissioner Hawkinson - aye
Commissioner Payton - aye
Commissioner Sanford - aye
Commissioner Stewart - aye

Motion Carried, 7-0.

Respectfully submitted,

Secretary

COCC

	<u>December-19</u>	<u>Current YTD</u>	<u>Notes:</u>
Operating Income	\$52,334.13	\$470,026.45	- Utilities
Operating Expenses	\$35,050.25	\$362,188.81	-
Net Revenue Income/(Loss)	\$17,283.88	\$107,837.64	-

Operated in the black for month & for the year.

COCC's Reserve Position \$1,220,686.87

MOON TOWERS

	<u>December-19</u>	<u>Current YTD</u>	<u>Notes:</u>
Operating Income	\$77,846.28	\$604,163.45	- Utilities
Operating Expenses	\$59,888.64	\$570,132.41	- Good month for Moon Towers.
Net Revenue Income/(Loss)	\$17,957.64	\$34,031.04	-

Operated in the black for month and for year.

Moon Towers' Reserve Position \$527,524.90 **\$253,392.18** *minimum reserve position (4 months)*

FAMILY

	<u>December-19</u>	<u>Current YTD</u>	<u>Notes:</u>
Operating Income	\$98,610.30	\$685,130.73	- Utilities
Operating Expenses	\$73,889.36	\$698,548.65	- Purchased plumbing inventory.
Net Revenue Income/(Loss)	\$24,720.94	(\$13,417.92)	- Also a good month for Family sites.

Operated in black for month and still in red for year.

Family's Reserve Position \$397,379.97 **\$310,466.07** *minimum reserve position (4 months)*

BLUEBELL

	<u>December-19</u>	<u>Current YTD</u>	<u>Notes:</u>
Operating Income	\$21,445.08	\$191,316.07	- Utilities
Operating Expenses	\$20,328.96	\$207,937.08	- Purchased plumbing inventory.
Net Revenue Income/(Loss)	\$1,116.12	(\$16,621.01)	- A decent month for Bluebell.

Operated in black for month and still in red for year.

Bluebell's Reserve Position \$55,806.62 **\$92,416.48** *minimum reserve position (4 months)*

\$36,609.86 Would need to be transferred from Low Rent's reserve.

AHP - BRENTWOOD & PRAIRIELAND

<u>BRENTWOOD</u>	<u>December-19</u>	<u>Current YTD</u>
Operating Income	\$31,917.66	\$287,611.33
Operating Expenses	\$23,359.23	\$325,590.65
Net Revenue Income/(Loss)	\$8,558.43	(\$37,979.32)

- Notes:**
- Utilities
 - A good month for Brentwood.
 -
 -
 -
 -

Operated in black for month and still in red for year.

Brentwood's Cash, Investments, A/R, & A/P	\$127,378.85
Restricted - Security Deposits	(\$606.00)
Brentwood's Total Cash	\$126,772.85

Difference of Cash held for Security Deposits minus Security Deposits Total.

<u>PRAIRIELAND</u>	<u>December-19</u>	<u>Current YTD</u>
Operating Income	\$27,791.67	\$247,054.74
Operating Expenses	\$22,786.25	\$208,756.93
Net Revenue Income/(Loss)	\$5,005.42	\$38,297.81

- Notes:**
- Utilities
 - A good month for Prairiland.
 -
 -
 -
 -

Operated in the black for month & for the year.

Prairieland's Cash, Investments, A/R, & A/P	(\$62,874.19)
Restricted - Security Deposits	\$1,779.00
Restricted - Replacement Reserve	\$120,528.04
Restricted - Residual Receipts	\$54,507.44
Prairieland's Total Cash	\$113,940.29

*Difference of Cash held for Security Deposits minus Security Deposits Total.
These funds are held in the Replacement Reserve Savings Account.
These funds are held in the Residual Receipts Savings Account.*

HOUSING CHOICE VOUCHERS

ADMINISTRATIVE

	<u>December-19</u>	<u>Current YTD</u>
Operating Income	\$9,788.55	\$87,041.20
Operating Expenses	\$11,386.10	\$106,339.68
Net Revenue Income/(Loss)	(\$1,597.55)	(\$19,298.48)

- Notes:**
- -
- (\$25,731.31) Projected Income Gain/(Loss) FYE'18**

Unrestricted Net Position (UNP)	\$125,088.28	11/30/2018 balance
Investment in Fixed Assets	\$0.00	
Monthly Net Revenue Income/(Loss)	(\$1,597.55)	Year End Adjustment
UNP Ending Balance	\$123,490.73	For Admin Expenses and HAP (if needed)
Pre 2004 Balance	\$121,830.26	
Post 2013 Balance	\$1,547.98	
Investment in Fixed Assets	\$112.49	
Total UNP as of	\$123,490.73	8/31/2018

HAP

	<u>Dec-19</u>	<u>Current YTD</u>
Operating Income	\$72,545.00	\$661,924.50
Operating Expenses - VMS	\$77,405.00	\$664,640.00
Net Revenue Income/(Loss)	(\$4,860.00)	(\$2,715.50)

- Notes:**
- HAP payments
- Voucher expenses less than amount funded for the month.**

Net Restricted Position (NRP)	\$18,071.08	11/30/2018 balance
Monthly VMS Net Revenue - Income/(Loss)	\$0.00	Year End Adjustment
	(\$4,860.00)	

**MINUTES OF THE MONTHLY MEETING
OF THE FINANCE COMMITTEE
OF THE KNOX COUNTY HOUSING AUTHORITY**

January 23, 2019

ROLL CALL – 10:30 am

There finance committee was called into order by no one. There was no meeting.

ATTENDANCE – 10:30 am

KCHA Commissioners:

Present:

Excused: Tom Dunker, Ben Burgland, and Wayne Allen

Housing Authority Members:

Present: Derek Antoine and Lee Lofing

Excused:

FINANCIAL REPORT – 10:30 am

The only item on the agenda for this month's meeting was to review the December 2018 Financial Reports and notes. The committee was emailed copies of December's Income Statements along with a document that contained notes for each Amp - COCC, Moon Towers, Family Sites, Bluebell Towers, Brentwood, Prairieland, and Housing Choice Voucher.

There was no discussion of the financials because there was now meeting due to the weather conditions.

Commissioner Dunker emailed and suggested if we could start holding phone conferences for the Finance Committee meetings. That way if a commissioner or HA member cannot make it to the meeting, they could call into the meeting to listen and discuss the reports. Mr. Antoine said he saw no reason why we couldn't have phone conferences if there is a need to have them. We could start setting up the meetings both ways.

ACCOUNTS PAYABLE – 10:30 am

There were no outstanding accounts payables to review.

ADJOURN – 10:30 am

Respectfully submitted,



Finance Coordinator, KCHA

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
REVENUE							
pum	1.00	15.00	15.00	1.00	135.00	135.00	0.00
FEE REVENUE							
Management Fees							
10-1-000-000-3810.000 Management Fee Inc	2,823.75	-42,356.23	-42,907.00	2,821.36	-380,883.15	-386,163.00	5,279.85
10-1-000-000-3810.010 Mgmt Fees CFP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Management Fees	2,823.75	-42,356.23	-42,907.00	2,821.36	-380,883.15	-386,163.00	5,279.85
Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	278.67	-4,180.00	-4,180.00	278.67	-37,620.00	-37,620.00	0.00
Total Asset Management Fees	278.67	-4,180.00	-4,180.00	278.67	-37,620.00	-37,620.00	0.00
Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	386.00	-5,790.00	-5,627.00	381.13	-51,453.00	-50,643.00	-810.00
Total Book Keeping Fees	386.00	-5,790.00	-5,627.00	381.13	-51,453.00	-50,643.00	-810.00
Other Fees							
10-1-000-000-3840.000 Other Fees Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL FEE REVENUE	3,488.42	-52,326.23	-52,714.00	3,481.16	-469,956.15	-474,426.00	4,469.85
OTHER REVENUE							
Other Grants & Investment Income							
10-1-000-000-3404.100 Rev. Other-Settlement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-3610.000 Interest Income	0.53	-7.90	-8.33	0.52	-70.30	-74.97	4.67
10-1-000-000-3610.010 Interest - Restricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Grants & Investment Income	0.53	-7.90	-8.33	0.52	-70.30	-74.97	4.67
Other Revenue							
10-1-000-000-3690.000 Other Income	0.00	0.00	-27.67	0.00	0.00	-249.03	249.03
10-1-000-000-3690.010 Other Income-Training	0.00	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	0.00
Total Other Revenue	0.00	0.00	-27.67	0.00	0.00	-249.03	249.03
TOTAL OTHER REVENUE	0.53	-7.90	-36.00	0.52	-70.30	-324.00	253.70
TOTAL REVENUE	3,488.94	-52,334.13	-52,750.00	3,481.68	-470,026.45	-474,750.00	4,723.55

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-000-4110.000 Admin Salaries	1,523.79	22,856.84	23,833.33	1,572.44	212,279.12	214,499.97	-2,220.85
10-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4110.100 Medical Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Salaries & Benefits	1,523.79	22,856.84	23,833.33	1,572.44	212,279.12	214,499.97	-2,220.85
Benefit Contributions - Administrative							
10-1-000-000-4110.500 Emp Benefit - Admin	426.57	6,398.60	7,375.00	457.53	61,766.22	66,375.00	-4,608.78
10-1-000-000-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4110.550 Benefit - Life Ins.	33.42	501.29	458.33	26.63	3,595.05	4,124.97	-529.92
Total Benefit Contributions - Admin	459.99	6,899.89	7,833.33	484.16	65,361.27	70,499.97	-5,138.70
Fee Expenses							
10-1-000-000-4171.000 Audit Fee	0.00	0.00	220.83	0.00	0.00	1,987.47	-1,987.47
Total Fee Expenses	0.00	0.00	220.83	0.00	0.00	1,987.47	-1,987.47
Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	0.00	62.50	1.26	169.60	562.50	-392.90
Total Advertising & Marketing	0.00	0.00	62.50	1.26	169.60	562.50	-392.90
Office Expense							
10-1-000-000-4140.000 Training - Staff	0.00	0.00	2,500.00	82.27	11,106.03	22,500.00	-11,393.97
10-1-000-000-4180.000 Telephone	18.97	284.53	416.67	19.17	2,587.42	3,750.03	-1,162.61
10-1-000-000-4190.100 Postage	25.42	-381.27	125.00	2.67	360.08	1,125.00	-764.92
10-1-000-000-4190.200 Office Supplies	12.18	182.75	125.00	9.01	1,215.72	1,125.00	90.72
10-1-000-000-4190.300 Paper Supplies	6.55	98.25	83.33	6.97	941.13	749.97	191.16
10-1-000-000-4190.400 Printing/printers	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
10-1-000-000-4190.401 Printing Supplies	0.00	0.00	166.67	1.52	204.89	1,500.03	-1,295.14
10-1-000-000-4190.500 Printer/Copier Supp-Cont	12.32	184.75	208.33	12.32	1,662.75	1,874.97	-212.22
10-1-000-000-4190.550 Computers	0.00	0.00	583.33	0.44	59.00	5,249.97	-5,190.97
10-1-000-000-4190.600 Publications	0.00	0.00	41.67	2.46	331.45	375.03	-43.58
10-1-000-000-4190.700 Member Dues/Fees	18.33	275.00	137.50	55.86	7,541.58	1,237.50	6,304.08
10-1-000-000-4190.800 Internet Services	22.25	333.74	250.00	20.01	2,701.10	2,250.00	451.10
10-1-000-000-4190.850 IT Support	56.41	846.10	1,083.33	11.81	1,594.96	9,749.97	-8,155.01
Total Office Expense	121.59	1,823.85	5,737.50	224.49	30,306.11	51,637.50	-21,331.39
Legal Expense							
10-1-000-000-4130.000 Legal Expense	46.67	700.00	833.33	42.39	5,722.00	7,499.97	-1,777.97
10-1-000-000-4190.900 Court Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Legal Expense	46.67	700.00	833.33	42.39	5,722.00	7,499.97	-1,777.97
Travel Expense							
10-1-000-000-4150.000 Travel - Staff	0.00	0.00	208.33	22.13	2,986.97	1,874.97	1,112.00
10-1-000-000-4150.010 Travel - Commissioners	0.00	0.00	250.00	5.00	674.60	2,250.00	-1,575.40
10-1-000-000-4150.100 Mileage - Admin	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
Total Travel Expense	0.00	0.00	466.66	27.12	3,661.57	4,199.94	-538.37
Other Expense							
10-1-000-000-4140.010 Training-Commissioners	0.00	0.00	416.67	23.17	3,128.00	3,750.03	-622.03
10-1-000-000-4160.000 Consulting Services	50.86	762.83	275.00	75.49	10,191.82	2,475.00	7,716.82
10-1-000-000-4160.500 Translating/Interp Serv.	0.00	0.00	25.00	0.00	0.00	225.00	-225.00

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2018
Current Period

	<u>Period PUM</u>	<u>Period Amt</u>	<u>Mo Budget</u>	<u>YTD PUM</u>	<u>Current YTD</u>	<u>YTD Budget</u>	<u>Variance</u>
Total Maintenance - Contracts	3.00	45.00	270.82	114.74	15,490.12	2,437.38	13,052.74
TOTAL MAINTENANCE EXPENSES	3.00	45.00	437.47	116.81	15,768.77	3,937.23	11,831.54
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expense							
10-1-000-000-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4510.010 Property Insurance	4.65	69.80	70.83	4.65	628.20	637.47	-9.27
10-1-000-000-4510.015 Equipment Insurance	0.65	9.70	10.33	0.65	87.30	92.97	-5.67
10-1-000-000-4510.020 Liability Insurance	2.41	36.15	37.50	2.41	325.35	337.50	-12.15
10-1-000-000-4510.025 PE & PO Insurance	16.57	248.50	258.33	16.57	2,236.50	2,324.97	-88.47
10-1-000-000-4510.030 Work Comp Insurance	58.77	881.60	916.67	58.77	7,934.40	8,250.03	-315.63
10-1-000-000-4510.035 Auto Insurance	3.48	52.25	54.17	3.48	470.25	487.53	-17.28
10-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Insurance Expense	86.53	1,298.00	1,347.83	86.53	11,682.00	12,130.47	-448.47
TOTAL INSURANCE PREMIUMS EXPENSE	86.53	1,298.00	1,347.83	86.53	11,682.00	12,130.47	-448.47
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-000-4480.000 Protect Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Protective Services - Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PROTECTIVE SERVICES EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-000-4520.000 Pay in lieu of Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4540.000 Emp Ben-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4540.200 Emp Ben-TenSer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4540.300 Emp Ben-Maint.	0.00	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	0.37	50.07	0.00	50.07
10-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General Expenses	0.00	0.00	0.00	0.37	50.07	0.00	50.07
TOTAL OTHER GENERAL EXPENSES	0.00	0.00	0.00	0.37	50.07	0.00	50.07
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	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	0.00
TOTAL OPERATING EXPENSE	2,336.68	35,050.25	42,097.79	2,682.88	362,188.81	378,880.11	-16,691.30
NET REVENUE/EXPENSE (GAIN/-LOSS)	1,152.26	-17,283.88	-10,652.21	798.80	-107,837.64	-95,869.89	-11,967.75

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - COCC
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
<u>MISCELLANEOUS EXPENSE</u>							
Casualty & Extraordinary Expense							
10-1-000-000-4610.010 Extraordinary Labor	0.00	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	0.00
10-1-000-000-4610.030 Extraordinary Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4620.020 Casualty Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4620.030 Casualty Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Casualty & Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense							
10-1-000-000-4800.000 Depreciation Exp COCC	4.64	69.61	33.42	4.64	626.49	300.78	325.71
Total Depreciation Expense	4.64	69.61	33.42	4.64	626.49	300.78	325.71
TOTAL MISCELLANEOUS EXPENSES	4.64	69.61	33.42	4.64	626.49	300.78	325.71
TOTAL EXPENSES	1,147.62	-17,214.27	-10,618.79	794.16	-107,211.15	-95,569.11	-11,642.04
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers In/Out							
10-1-000-000-7010.000 Prov Oper Reserve	0.00	0.00	10,618.75	0.00	0.00	95,568.75	-95,568.75
10-1-000-000-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Transfers In/Out	0.00	0.00	10,618.75	0.00	0.00	95,568.75	-95,568.75
TOTAL OTHER FINANCING SOURCES	0.00	0.00	10,618.75	0.00	0.00	95,568.75	-95,568.75
EXCESS REVENUE/EXPENSE GAIN/-LOSS	1,147.62	-17,214.27	-0.04	794.16	-107,211.15	-0.36	-107,210.79

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
REVENUE							
pum	1.00	177.00	177.00	1.00	1,593.00	1,593.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	192.82	-34,129.00	-31,250.00	188.30	-299,966.00	-281,250.00	-18,716.00
10-1-000-001-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Tenant Rent Revenue	192.82	-34,129.00	-31,250.00	188.30	-299,966.00	-281,250.00	-18,716.00
Tenant Revenue - Other							
10-1-000-001-3120.000 Excess Utilities	0.00	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	0.00
10-1-000-001-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-3190.100 Beauty Shop Rent	0.85	-150.00	-200.00	0.91	-1,450.00	-1,800.00	350.00
10-1-000-001-3690.000 Other Income	0.17	-30.00	0.00	0.16	-249.53	0.00	-249.53
10-1-000-001-3690.100 Late Fees	1.41	-250.00	-250.00	1.65	-2,625.00	-2,250.00	-375.00
10-1-000-001-3690.120 Violation Fees	0.00	0.00	-4.17	0.00	0.00	-37.53	37.53
10-1-000-001-3690.130 Court Cost Fees	0.00	0.00	-29.17	0.00	0.00	-262.53	262.53
10-1-000-001-3690.140 Returned Check Charge	0.14	-25.00	-8.33	0.03	-50.00	-74.97	24.97
10-1-000-001-3690.150 Laundry Income	0.96	-170.00	-666.67	4.12	-6,557.50	-6,000.03	-557.47
10-1-000-001-3690.160 Vending Machines Inc.	0.68	-121.00	-125.00	0.76	-1,216.34	-1,125.00	-91.34
10-1-000-001-3690.180 Labor	5.00	-885.00	-208.33	1.28	-2,045.00	-1,874.97	-170.03
10-1-000-001-3690.200 Materials	0.11	-19.50	-41.67	0.22	-352.25	-375.03	22.78
10-1-000-001-3690.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Tenant Revenue Other	9.32	-1,650.50	-1,533.34	9.13	-14,545.62	-13,800.06	-745.56
TOTAL TENANT REVENUE	202.14	-35,779.50	-32,783.34	197.43	-314,511.62	-295,050.06	-19,461.56
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-001-8020.000 Oper Sub - Curr Yr	228.53	-40,449.00	-30,123.58	171.09	-272,543.00	-271,112.22	-1,430.78
Total HUD PH Operating Subsidy	228.53	-40,449.00	-30,123.58	171.09	-272,543.00	-271,112.22	-1,430.78
Other Grants & Investment Income							
10-1-000-001-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-3610.000 Interest Income	9.14	-1,617.78	-250.00	7.86	-12,514.75	-2,250.00	-10,264.75
Total Other Grants & Investment Income	9.14	-1,617.78	-250.00	7.86	-12,514.75	-2,250.00	-10,264.75
Other Revenue							
10-1-000-001-3850.005 Income Other Amps	0.00	0.00	-125.00	2.88	-4,594.08	-1,125.00	-3,469.08
10-1-000-001-3850.010 Garbage & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-3850.020 Heat & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-3850.050 Landscape & Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-3850.070 Electrical Inc	0.00	0.00	-1.67	0.00	0.00	-15.03	15.03
10-1-000-001-3850.080 Plumbing Maint Inc	0.00	0.00	-1.67	0.00	0.00	-15.03	15.03
10-1-000-001-3850.100 Janitorial Inc	0.00	0.00	-1.67	0.00	0.00	-15.03	15.03
10-1-000-001-3850.110 Routine Maint Inc	0.00	0.00	-1.67	0.00	0.00	-15.03	15.03
10-1-000-001-3850.120 Other Mis Cont Inc.	0.00	0.00	-1.67	0.00	0.00	-15.03	15.03
Total Other Revenue	0.00	0.00	-133.35	2.88	-4,594.08	-1,200.15	-3,393.93
TOTAL OTHER REVENUE	237.67	-42,066.78	-30,506.93	181.83	-289,651.83	-274,562.37	-15,089.46
TOTAL REVENUE	439.81	-77,846.28	-63,290.27	379.26	-604,163.45	-569,612.43	-34,551.02

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-001-4110.000 Admin Salaries	31.51	5,577.00	6,125.00	29.98	47,755.04	55,125.00	-7,369.96
10-1-000-001-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Salaries & Benefits	31.51	5,577.00	6,125.00	29.98	47,755.04	55,125.00	-7,369.96
Benefit Contributions - Administrative							
10-1-000-001-4110.500 Emp Benefit-Admin	10.72	1,896.64	2,166.67	10.10	16,086.80	19,500.03	-3,413.23
10-1-000-001-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Benefit Contributions - Admin	10.72	1,896.64	2,166.67	10.10	16,086.80	19,500.03	-3,413.23
Fee Expenses							
10-1-000-001-4120.100 Management Fee Exp	72.68	12,863.84	12,937.00	73.04	116,359.28	116,433.00	-73.72
10-1-000-001-4120.200 Asset Mngt Fee Exp	10.00	1,770.00	1,770.00	10.00	15,930.00	15,930.00	0.00
10-1-000-001-4120.300 Bookkeeping Fee Exp	7.46	1,320.00	1,328.00	7.50	11,940.00	11,952.00	-12.00
10-1-000-001-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Fee Expenses	90.13	15,953.84	16,035.00	90.54	144,229.28	144,315.00	-85.72
Advertising & Marketing							
10-1-000-001-4190.650 Advertising	0.00	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	0.00
Office Expense							
10-1-000-001-4140.000 Training - Staff	0.00	0.00	375.00	1.73	2,758.03	3,375.00	-616.97
10-1-000-001-4180.000 Telephone	0.81	143.81	150.00	0.80	1,275.85	1,350.00	-74.15
10-1-000-001-4190.100 Postage	0.26	46.80	54.17	0.25	398.12	487.53	-89.41
10-1-000-001-4190.200 Office Supplies	0.23	40.71	45.83	0.14	229.77	412.47	-182.70
10-1-000-001-4190.300 Paper Supplies	0.20	34.58	41.67	0.14	219.58	375.03	-155.45
10-1-000-001-4190.400 Printing/printers	0.00	0.00	41.67	0.32	510.44	375.03	135.41
10-1-000-001-4190.401 Printing Supplies	0.00	0.00	66.67	0.00	0.00	600.03	-600.03
10-1-000-001-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4190.550 Computers	0.00	0.00	33.33	0.00	0.00	299.97	-299.97
10-1-000-001-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4190.700 Member Dues/Fees	0.52	91.52	166.67	0.69	1,103.65	1,500.03	-396.38
10-1-000-001-4190.800 Internet Services	0.98	174.22	91.67	0.49	783.99	825.03	-41.04
10-1-000-001-4190.850 IT Support	0.00	0.00	41.67	0.00	0.00	375.03	-375.03
Total Office Expense	3.00	531.64	1,108.35	4.57	7,279.43	9,975.15	-2,695.72
Legal Expense							
10-1-000-001-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4190.900 Court Costs	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
Total Legal Expense	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
Travel Expense							
10-1-000-001-4120.125 Mileage - Don't Use	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4150.000 Travel - Staff	0.00	0.00	8.33	0.29	457.74	74.97	382.77
10-1-000-001-4150.010 Travel - Commissioners	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-001-4150.100 Mileage - Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Travel Expense	0.00	0.00	16.66	0.29	457.74	149.94	307.80
Other Expense							
10-1-000-001-4120.400 Fee for Service Exp	0.00	0.00	0.00	0.43	677.04	0.00	677.04
10-1-000-001-4120.500 Other Fees Exp	0.00	0.00	25.00	0.00	0.00	225.00	-225.00

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Total Benefit Contributions - Maint.	19.10	3,381.23	3,791.67	19.90	31,707.78	34,125.03	-2,417.25
Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	0.00	12.50	0.00	0.00	112.50	-112.50
10-1-000-001-4420.020 Heating&Cooling Supp	0.02	3.57	1,250.00	2.50	3,983.48	11,250.00	-7,266.52
10-1-000-001-4420.030 Snow Removal Supplies	0.00	0.00	25.00	0.00	0.00	225.00	-225.00
10-1-000-001-4420.031 Gas for Snow Removal	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-001-4420.050 Landscape/Grounds Sup	0.00	0.00	50.00	0.31	494.90	450.00	44.90
10-1-000-001-4420.051 Gasoline for Mowing	0.00	0.00	27.08	0.17	271.12	243.72	27.40
10-1-000-001-4420.070 Electrical Supplies	0.03	5.37	208.33	0.50	793.56	1,874.97	-1,081.41
10-1-000-001-4420.080 Plumbing Supplies	0.23	40.25	225.00	0.52	828.46	2,025.00	-1,196.54
10-1-000-001-4420.090 Extermination Supplies	0.00	0.00	83.33	0.62	985.00	749.97	235.03
10-1-000-001-4420.100 Janitorial Supplies	1.22	216.27	375.00	2.30	3,667.06	3,375.00	292.06
10-1-000-001-4420.110 Routine Maint. Supplies	5.30	938.05	2,083.33	5.00	7,968.97	18,749.97	-10,781.00
10-1-000-001-4420.120 Other Misc Supplies	0.00	0.00	41.67	25.86	41,200.00	375.03	40,824.97
10-1-000-001-4420.121 Laundry Equip Supplies	0.00	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	0.00
10-1-000-001-4420.126 Vehicle Supplies	0.25	44.17	0.00	0.21	327.22	0.00	327.22
10-1-000-001-4420.130 Securty Supplies	0.00	0.00	0.00	0.21	328.43	0.00	328.43
Total Maintenance - Materials/Supplies	7.05	1,247.68	4,389.57	38.20	60,848.20	39,506.13	21,342.07
Maintenance - Contracts							
10-1-000-001-4430.010 Garbage & Trash Con	2.15	380.36	375.00	2.22	3,533.24	3,375.00	158.24
10-1-000-001-4430.020 Heating & Cooling Cont	0.00	0.00	583.33	0.00	0.00	5,249.97	-5,249.97
10-1-000-001-4430.030 Snow Removal Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4430.040 Elevator Maintenance	0.00	0.00	1,041.67	7.90	12,587.72	9,375.03	3,212.69
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	0.00	83.33	0.49	780.00	749.97	30.03
10-1-000-001-4430.060 Unit Turnaround Con	0.00	0.00	12.50	0.00	0.00	112.50	-112.50
10-1-000-001-4430.070 Electrical Contracts	0.00	0.00	33.33	0.03	50.75	299.97	-249.22
10-1-000-001-4430.080 Plumbing Contracts	4.60	813.75	416.67	0.70	1,114.04	3,750.03	-2,635.99
10-1-000-001-4430.090 Extermination Contracts	3.95	700.00	1,250.00	6.30	10,036.44	11,250.00	-1,213.56
10-1-000-001-4430.100 Janitorial Contracts	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-001-4430.110 Routine Mainten Cont	0.00	0.00	500.00	3.19	5,074.50	4,500.00	574.50
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	0.00	125.00	3.34	-5,326.80	1,125.00	-6,451.80
10-1-000-001-4430.121 Laundry Equip Contract	0.00	0.00	41.67	0.00	0.00	375.03	-375.03
10-1-000-001-4430.126 Vehicle Maint Cont	4.04	714.25	16.67	0.66	1,046.79	150.03	896.76
Total Maintenance - Contracts	14.74	2,608.36	4,487.50	18.14	28,896.68	40,387.50	-11,490.82
TOTAL MAINTENANCE EXPENSES	100.28	17,749.61	24,043.74	140.25	223,410.55	216,393.66	7,016.89
UTILITIES EXPENSE							
Utilities Expense							
10-1-000-001-4310.000 Water	6.65	1,176.51	79.17	5.67	9,031.80	712.53	8,319.27
10-1-000-001-4315.000 Sewer	7.34	1,299.53	1,000.00	6.32	10,061.16	9,000.00	1,061.16
10-1-000-001-4320.000 Electric	10.78	1,907.36	2,000.00	11.95	19,035.12	18,000.00	1,035.12
10-1-000-001-4330.000 Gas	41.08	7,270.57	2,916.67	13.37	21,304.80	26,250.03	-4,945.23
Total Utilities Expense	65.84	11,653.97	5,995.84	37.31	59,432.88	53,962.56	5,470.32
TOTAL UTILITIES EXPENSE	65.84	11,653.97	5,995.84	37.31	59,432.88	53,962.56	5,470.32
TOTAL PROTECTIVE SERVICES EXPENSE							
Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	0.00	0.00	333.33	1.12	1,790.84	2,999.97	-1,209.13
10-1-000-001-4480.100 ADT Contract	0.00	0.00	62.50	0.09	150.51	562.50	-411.99
10-1-000-001-4480.500 Security Contract	0.00	0.00	333.33	0.97	1,541.69	2,999.97	-1,458.28

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2018
Current Period

	<u>Period PUM</u>	<u>Period Amt</u>	<u>Mo Budget</u>	<u>YTD PUM</u>	<u>Current YTD</u>	<u>YTD Budget</u>	<u>Variance</u>
Total Protective Services - Contract	0.00	0.00	729.16	2.19	3,483.04	6,562.44	-3,079.40
TOTAL PROTECTIVE SERVICES EXPENSE	0.00	0.00	729.16	2.19	3,483.04	6,562.44	-3,079.40
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-001-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4510.010 Property	15.38	2,722.14	2,500.00	15.38	24,499.26	22,500.00	1,999.26
10-1-000-001-4510.015 Equipment Insurance	0.65	115.61	104.17	0.65	1,040.49	937.53	102.96
10-1-000-001-4510.020 Liability Insurance	2.44	431.03	333.33	2.44	3,879.27	2,999.97	879.30
10-1-000-001-4510.025 PE & PO Insurance	1.29	228.98	225.00	1.29	2,060.82	2,025.00	35.82
10-1-000-001-4510.030 Work Comp Insurance	3.10	548.21	416.67	3.10	4,933.89	3,750.03	1,183.86
10-1-000-001-4510.035 Auto Insurance	0.30	52.25	62.50	0.30	470.25	562.50	-92.25
10-1-000-001-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Insurance Expenses	23.15	4,098.22	3,641.67	23.15	36,883.98	32,775.03	4,108.95
TOTAL INSURANCE PREMIUMS EXPENSE	23.15	4,098.22	3,641.67	23.15	36,883.98	32,775.03	4,108.95
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-001-4530.000 Term Leave Pay	0.00	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	0.00
10-1-000-001-4595.000 Compensated Absences	0.00	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	0.00
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-001-4520.000 Pay in lieu of Tax	12.70	2,247.50	2,525.42	15.10	24,053.31	22,728.78	1,324.53
Total Payment In Lieu Of Taxes - PILOT	12.70	2,247.50	2,525.42	15.10	24,053.31	22,728.78	1,324.53
Bad Debt Write-Offs - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	0.00	0.00	0.00	3.56	5,676.61	0.00	5,676.61
Total Bad Debt Write-Offs - Tenant Rents	0.00	0.00	0.00	3.56	5,676.61	0.00	5,676.61
TOTAL OTHER GENERAL EXPENSES	12.70	2,247.50	2,525.42	18.66	29,729.92	22,728.78	7,001.14
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
10-1-000-001-5230.100 Int on DSF Invest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Interest Expense	0.00	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	0.00
TOTAL OPERATING EXPENSE	338.35	59,888.64	62,662.50	357.90	570,132.41	563,962.50	6,169.91
NET (REVENUE)/EXPENSE	101.46	-17,957.64	-627.77	21.36	-34,031.04	-5,649.93	-28,381.11

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	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	0.00
10-1-000-001-4610.020 Extraordinary Materials	0.00	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	0.00
Total Extraordinary Expense	0.00	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	0.00
10-1-000-001-4620.020 Casualty Materials	0.00	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	0.00
10-1-000-001-4620.040 Insur Proceeds	0.00	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	0.00
Depreciation Expense							
10-1-000-001-4800.000 Depreciation Exp MT	167.76	29,693.23	33,333.33	167.76	267,239.07	299,999.97	-32,760.90
Total Depreciation Expense	167.76	29,693.23	33,333.33	167.76	267,239.07	299,999.97	-32,760.90
TOTAL MISCELLANEOUS EXPENSES	167.76	29,693.23	33,333.33	167.76	267,239.07	299,999.97	-32,760.90
TOTAL EXPENSES	66.30	11,735.59	32,705.56	146.40	233,208.03	294,350.04	-61,142.01
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers In/Out							
10-1-000-001-7010.000 Prov Oper Reserve	0.00	0.00	-32,751.42	0.00	0.00	-294,762.78	294,762.78
10-1-000-001-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Transfers In/Out	0.00	0.00	-32,751.42	0.00	0.00	-294,762.78	294,762.78
TOTAL OTHER FINANCING SOURCES (USES)	0.00	0.00	-32,751.42	0.00	0.00	-294,762.78	294,762.78
EXCESS (REVENUE)/EXPENSE	66.30	11,735.59	-45.86	146.40	233,208.03	-412.74	233,620.77

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
REVENUE							
pum	1.00	190.00	190.00	1.00	1,710.00	1,710.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	77.88	-14,798.00	-15,833.33	76.49	-130,796.94	-142,499.97	11,703.03
10-1-000-002-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Tenant Rent Revenue	77.88	-14,798.00	-15,833.33	76.49	-130,796.94	-142,499.97	11,703.03
Tenant Revenue - Other							
10-1-000-002-3190.000 Nondwell Rent	0.00	0.00	-25.00	0.00	0.00	-225.00	225.00
10-1-000-002-3690.000 Other Income	0.00	0.00	0.00	0.55	-944.78	0.00	-944.78
10-1-000-002-3690.100 Late Fees	5.13	-975.00	-520.83	4.47	-7,650.00	-4,687.47	-2,962.53
10-1-000-002-3690.120 Violation Fees	0.37	-70.00	-544.42	0.74	-1,270.00	-4,899.78	3,629.78
10-1-000-002-3690.130 Court Cost Fees	0.00	0.00	-18.75	0.00	0.00	-168.75	168.75
10-1-000-002-3690.140 Returned Check Charge	0.00	0.00	-6.25	0.01	-25.00	-56.25	31.25
10-1-000-002-3690.180 Labor	5.96	-1,131.50	-1,137.22	6.03	-10,309.50	-10,234.98	-74.52
10-1-000-002-3690.200 Materials	1.33	-252.50	-788.34	2.30	-3,938.79	-7,095.06	3,156.27
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	5.85	-10,000.00	0.00	-10,000.00
Total Tenant Revenue Other	12.78	-2,429.00	-3,040.81	19.96	-34,138.07	-27,367.29	-6,770.78
TOTAL TENANT REVENUE	90.67	-17,227.00	-18,874.14	96.45	-164,935.01	-169,867.26	4,932.25
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-002-8020.000 Oper Sub - Curr Yr	421.09	-80,007.50	-56,250.00	295.16	-504,728.00	-506,250.00	1,522.00
Total HUD PH Operating Subsidy	421.09	-80,007.50	-56,250.00	295.16	-504,728.00	-506,250.00	1,522.00
Other Grants & Investment Income							
10-1-000-002-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3610.000 Interest Income	6.06	-1,151.34	-128.20	5.58	-9,542.66	-1,153.80	-8,388.86
Total Other Grants & Investment Income	6.06	-1,151.34	-128.20	5.58	-9,542.66	-1,153.80	-8,388.86
Other Revenue							
10-1-000-002-3195.000 Day Care Income	0.66	-125.00	-125.00	0.66	-1,125.00	-1,125.00	0.00
10-1-000-002-3850.005 Income Other Amps	0.52	-99.46	0.00	2.81	-4,800.06	0.00	-4,800.06
10-1-000-002-3850.010 Garbage & Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.020 Heating & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.040 Elevator Main Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.050 Landscape&Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.070 Electrical Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.110 Routine Main Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-3850.120 Other Misc Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	1.18	-224.46	-125.00	3.46	-5,925.06	-1,125.00	-4,800.06
TOTAL OTHER REVENUE	428.33	-81,383.30	-56,503.20	304.21	-520,195.72	-508,528.80	-11,666.92
TOTAL REVENUE	519.00	-98,610.30	-75,377.34	400.66	-685,130.73	-678,396.06	-6,734.67

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-002-4110.000 Admin Salaries	42.71	8,115.00	9,083.33	44.38	75,893.84	81,749.97	-5,856.13
10-1-000-002-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Salaries & Benefits	42.71	8,115.00	9,083.33	44.38	75,893.84	81,749.97	-5,856.13
Benefit Contributions - Administrative							
10-1-000-002-4110.500 Emp Benefit - Admin	16.79	3,189.80	3,020.83	15.40	26,333.99	27,187.47	-853.48
10-1-000-002-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Benefit Contributions - Admin	16.79	3,189.80	3,020.83	15.40	26,333.99	27,187.47	-853.48
Fee Expenses							
10-1-000-002-4120.100 Management Fee Exp	71.55	13,594.74	13,888.00	71.51	122,279.57	124,992.00	-2,712.43
10-1-000-002-4120.200 Asset Mgt Fee Exp	10.00	1,900.00	1,900.00	10.00	17,100.00	17,100.00	0.00
10-1-000-002-4120.300 Bookkeeping Fee Exp	7.34	1,395.00	1,425.00	7.34	12,547.50	12,825.00	-277.50
10-1-000-002-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Fee Expenses	88.89	16,889.74	17,213.00	88.85	151,927.07	154,917.00	-2,989.93
Advertising & Marketing							
10-1-000-002-4190.650 Advertising	0.00	0.00	0.00	0.02	25.87	0.00	25.87
Total Advertising & Marketing	0.00	0.00	0.00	0.02	25.87	0.00	25.87
Office Expense							
10-1-000-002-4140.000 Training - Staff	0.00	0.00	674.62	2.74	4,682.89	6,071.58	-1,388.69
10-1-000-002-4180.000 Telephone	1.87	355.56	335.95	1.79	3,068.94	3,023.55	45.39
10-1-000-002-4190.100 Postage	0.83	158.39	184.97	0.76	1,304.84	1,664.73	-359.89
10-1-000-002-4190.200 Office Supplies	0.62	117.12	50.24	0.27	456.53	452.16	4.37
10-1-000-002-4190.300 Paper Supplies	0.00	0.00	92.05	0.46	780.32	828.45	-48.13
10-1-000-002-4190.400 Printing/printers	0.00	0.00	93.75	0.00	0.00	843.75	-843.75
10-1-000-002-4190.401 Printing Supplies	0.54	103.30	76.80	0.34	585.42	691.20	-105.78
10-1-000-002-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4190.550 Computers	0.00	0.00	187.50	0.00	0.00	1,687.50	-1,687.50
10-1-000-002-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4190.700 Member Dues/Fees	0.52	98.25	87.66	0.77	1,324.44	788.94	535.50
10-1-000-002-4190.800 Internet Services	3.12	591.90	368.25	2.14	3,657.62	3,314.25	343.37
10-1-000-002-4190.850 IT Support	0.00	0.00	76.29	0.00	0.00	686.61	-686.61
Total Office Expense	7.50	1,424.52	2,228.08	9.28	15,861.00	20,052.72	-4,191.72
Legal Expense							
10-1-000-002-4130.000 Legal Expense	0.00	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	0.00
Total Legal Expense	0.00	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	73.36	0.28	482.45	660.24	-177.79
10-1-000-002-4150.010 Travel - Commissioners	0.00	0.00	31.25	0.00	0.00	281.25	-281.25
10-1-000-002-4150.100 Mileage - Admin	0.00	0.00	65.03	0.00	0.00	585.27	-585.27
Total Travel Expense	0.00	0.00	169.64	0.28	482.45	1,526.76	-1,044.31

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Other Expense							
10-1-000-002-4120.400 Front Line Fee Exp	0.00	0.00	0.00	0.43	726.75	0.00	726.75
10-1-000-002-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4140.010 Training-Commissioners	0.00	0.00	33.34	0.00	0.00	300.06	-300.06
10-1-000-002-4160.000 Consulting Services	0.00	0.00	67.25	2.06	3,517.00	605.25	2,911.75
10-1-000-002-4160.500 Translating/Interp Serv.	0.00	0.00	22.92	0.00	0.00	206.28	-206.28
10-1-000-002-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4190.000 Other Sundry	0.00	0.00	0.00	0.06	95.04	0.00	95.04
10-1-000-002-4190.950 Background Verification	0.34	65.28	47.04	0.55	947.23	423.36	523.87
Total Other Expense	0.34	65.28	170.55	3.09	5,286.02	1,534.95	3,751.07
TOTAL OPERATING EXPENSE - Admin	156.23	29,684.34	31,885.43	161.29	275,810.24	286,968.87	-11,158.63
TENANT SERVICES							
Tenant Services - Salaries & Benefits							
10-1-000-002-4210.000 Ten Services-Salary	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4210.500 Emp Benfit-TenSer	0.00	0.00	0.00	0.04	75.11	0.00	75.11
10-1-000-002-4215.000 T.S. - Part Time Pay	0.00	0.00	562.50	2.64	4,512.76	5,062.50	-549.74
10-1-000-002-4215.500 T.S. - Part Time Benefits	0.00	0.00	112.50	0.26	436.62	1,012.50	-575.88
Total Ten. Ser. - Salaries & Benefits	0.00	0.00	675.00	2.94	5,024.49	6,075.00	-1,050.51
Tenant Services - Other							
10-1-000-002-4220.000 Ten Ser-Incentives	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.100 Ten Ser-Supplies	0.00	0.00	81.20	0.00	0.00	730.80	-730.80
10-1-000-002-4220.110 Ten Ser-Recreation	0.00	0.00	20.83	0.00	0.00	187.47	-187.47
10-1-000-002-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.125 Ten Ser-Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.130 Ten Ser-Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.140 Ten Ser-Transportation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.150 Ten Ser-Boat Regatta	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.155 National Night Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.156 Bike Repair	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.160 TenSer-Printing&Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.161 Ten Serv-advertizing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.170 After School Prog Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.171 Summer Prog-Functions	0.00	0.00	0.00	0.40	680.97	0.00	680.97
10-1-000-002-4220.172 Summer Prog-Supplies	0.00	0.00	0.00	1.78	3,043.32	0.00	3,043.32
10-1-000-002-4220.173 T.S - Fingerprinting	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.175 Garden Program Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.181 Winter Prog Functions	0.00	0.00	0.00	0.06	100.75	0.00	100.75
10-1-000-002-4220.182 Winter Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.192 GED Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4220.200 Emergency Shelter	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4230.000 Child Care Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4230.174 Summer Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4230.184 Winter Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4230.194 GED Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4230.195 GED Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Tenant Services - Other	0.00	0.00	102.03	2.24	3,825.04	918.27	2,906.77
TOTAL TENANT SERVICES EXPENSE	0.00	0.00	777.03	5.18	8,849.53	6,993.27	1,856.26

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-002-4410.000 Maintenance - Labor	113.88	21,636.80	23,291.67	114.57	195,921.37	209,625.03	-13,703.66
10-1-000-002-4410.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4410.100 Maint Labor - OT	4.25	807.12	208.33	3.07	5,252.08	1,874.97	3,377.11
10-1-000-002-4410.200 Maint - Other Amps	1.73	329.28	0.00	2.14	3,665.50	0.00	3,665.50
10-1-000-002-4410.300 Maintenance - Seasonal	0.00	0.00	1,500.00	0.65	1,105.50	13,500.00	-12,394.50
Total Maintenance - Labor & OT	119.86	22,773.20	25,000.00	120.44	205,944.45	225,000.00	-19,055.55
Benefit Contributions - Maintenance							
10-1-000-002-4410.500 Emp Benefit - Maint	41.52	7,889.43	8,600.00	41.78	71,437.95	77,400.00	-5,962.05
10-1-000-002-4410.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4410.502 Benefits Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4410.503 Emp Benefit - Seasonal	0.00	0.00	150.00	0.06	106.96	1,350.00	-1,243.04
Total Benefit Contributions - Maint.	41.52	7,889.43	8,750.00	41.84	71,544.91	78,750.00	-7,205.09
Maintenance - Materials/Supplies							
10-1-000-002-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4420.020 Heating&Cooling Supp	1.30	247.40	0.00	0.78	1,330.86	0.00	1,330.86
10-1-000-002-4420.030 Snow Removal Supplies	0.60	114.33	0.00	0.07	114.33	0.00	114.33
10-1-000-002-4420.031 Gas for Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4420.040 Roofing Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4420.050 Landscape/Grounds Sup	0.00	0.00	52.14	0.66	1,122.83	469.26	653.57
10-1-000-002-4420.051 Gasoline for mowing	0.00	0.00	59.54	0.51	873.92	535.86	338.06
10-1-000-002-4420.070 Electrical Supplies	2.25	427.00	335.05	1.89	3,233.67	3,015.45	218.22
10-1-000-002-4420.080 Plumbing Supplies	6.06	1,152.09	236.79	2.37	4,055.81	2,131.11	1,924.70
10-1-000-002-4420.090 Extermination Supplies	4.11	781.27	40.02	0.64	1,091.44	360.18	731.26
10-1-000-002-4420.100 Janitorial Supplies	0.62	118.52	175.97	0.57	978.70	1,583.73	-605.03
10-1-000-002-4420.110 Routine Maint. Supplies	5.38	1,022.76	1,746.64	9.25	15,811.19	15,719.76	91.43
10-1-000-002-4420.120 Other Misc. Supplies	0.00	0.00	6.62	0.11	195.77	59.58	136.19
10-1-000-002-4420.125 Mileage	0.00	0.00	16.67	0.02	-35.64	150.03	-185.67
10-1-000-002-4420.126 Vehicle Supplies	2.45	465.83	283.00	2.03	3,467.82	2,547.00	920.82
10-1-000-002-4420.130 Security Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance - Materials/Supplies	22.79	4,329.20	2,952.44	18.85	32,240.70	26,571.96	5,668.74
Maintenance - Contracts							
10-1-000-002-4430.010 Refuse	0.10	19.47	33.78	0.21	363.69	304.02	59.67
10-1-000-002-4430.010 Garbage&Trash Cont	0.82	155.00	155.92	0.54	915.00	1,403.28	-488.28
10-1-000-002-4430.020 Heating&Cooling Cont	2.59	491.83	18.75	1.34	2,289.82	168.75	2,121.07
10-1-000-002-4430.030 Snow Removal Contracts	0.00	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	450.00	0.98	1,670.83	4,050.00	-2,379.17
10-1-000-002-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4430.070 Electrical Contracts	0.00	0.00	10.11	0.32	544.73	90.99	453.74
10-1-000-002-4430.080 Plumbing Contracts	0.00	0.00	191.46	4.32	7,385.89	1,723.14	5,662.75
10-1-000-002-4430.090 Extermination Contracts	1.84	350.00	652.58	4.88	8,341.82	5,873.22	2,468.60
10-1-000-002-4430.100 Reg Contracts	0.00	0.00	0.00	0.04	60.80	0.00	60.80
10-1-000-002-4430.110 Routine Maint Contr	0.00	0.00	236.50	1.54	2,632.24	2,128.50	503.74
10-1-000-002-4430.120 Other Misc Cont Cost	0.00	0.00	0.00	4.19	-7,171.00	0.00	-7,171.00
10-1-000-002-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	1.24	2,117.38	0.00	2,117.38
10-1-000-002-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance - Contracts	5.35	1,016.30	1,749.10	11.20	19,151.20	15,741.90	3,409.30
TOTAL MAINTENANCE EXPENSES	189.52	36,008.13	38,451.54	192.33	328,881.26	346,063.86	-17,182.60

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
<u>UTILITIES EXPENSE</u>							
Utilities Expense							
10-1-000-002-4310.000 Water	1.32	250.05	161.74	0.75	1,286.10	1,455.66	-169.56
10-1-000-002-4315.000 Sewer	0.10	19.90	17.36	0.10	172.71	156.24	16.47
10-1-000-002-4320.000 Electric	5.66	1,075.83	968.87	5.48	9,375.74	8,719.83	655.91
10-1-000-002-4330.000 Gas	5.86	1,113.93	737.18	2.82	4,814.23	6,634.62	-1,820.39
Total Utilities Expense	12.95	2,459.71	1,885.15	9.15	15,648.78	16,966.35	-1,317.57
TOTAL UTILITIES EXPENSE	12.95	2,459.71	1,885.15	9.15	15,648.78	16,966.35	-1,317.57
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	0.00	0.00	187.50	1.05	1,790.86	1,687.50	103.36
10-1-000-002-4480.100 ADT Contract	2.47	468.36	125.00	0.82	1,405.08	1,125.00	280.08
10-1-000-002-4480.500 Security Contract	1.93	366.00	575.00	1.86	3,180.40	5,175.00	-1,994.60
Total Protective Services - Contract	4.39	834.36	887.50	3.73	6,376.34	7,987.50	-1,611.16
TOTAL PROTECTIVE SERVICES EXPENSE	4.39	834.36	887.50	3.73	6,376.34	7,987.50	-1,611.16
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-002-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4510.010 Property Ins	10.65	2,024.15	1,500.00	10.65	18,217.35	13,500.00	4,717.35
10-1-000-002-4510.015 Equipment Insurance	0.65	122.72	96.88	0.65	1,104.48	871.92	232.56
10-1-000-002-4510.020 Liability Ins	2.41	457.53	350.00	2.41	4,117.77	3,150.00	967.77
10-1-000-002-4510.025 PE & PO Insurance	2.01	382.22	281.25	2.01	3,439.98	2,531.25	908.73
10-1-000-002-4510.030 Work Comp Insurance	7.88	1,496.97	1,131.25	7.88	13,472.73	10,181.25	3,291.48
10-1-000-002-4510.035 Auto Insurance	1.68	318.25	289.45	1.68	2,864.25	2,605.05	259.20
10-1-000-002-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Insurance Expenses	25.27	4,801.84	3,648.83	25.27	43,216.56	32,839.47	10,377.09
TOTAL INSURANCE PREMIUMS EXPENSE	25.27	4,801.84	3,648.83	25.27	43,216.56	32,839.47	10,377.09
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-002-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-002-4520.000 Pay in lieu of Tax	6.48	1,231.88	2,079.31	6.71	11,478.45	18,713.79	-7,235.34
Total Payment In Lieu Of Taxes - PILOT	6.48	1,231.88	2,079.31	6.71	11,478.45	18,713.79	-7,235.34
Bad Debt Write-Offs - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	5.95	-1,130.90	0.00	4.85	8,287.49	0.00	8,287.49
Total Bad Debt Write-Offs - Tenant Rents	5.95	-1,130.90	0.00	4.85	8,287.49	0.00	8,287.49
TOTAL OTHER GENERAL EXPENSES	0.53	100.98	2,079.31	11.56	19,765.94	18,713.79	1,052.15

INTEREST EXP & AMORTIZATION COST

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Interest Expense							
Total Interest Expense	0.00	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	0.00
TOTAL OPERATING EXPENSE	388.89	73,889.36	79,614.79	408.51	698,548.65	716,533.11	-17,984.46
NET (REVENUE)/EXPENSE	130.11	-24,720.94	4,237.45	7.85	13,417.92	38,137.05	-24,719.13
<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	0.00
10-1-000-002-4610.020 Extraordinary Materials	0.00	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	0.00
Total Extraordinary Expense	0.00	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	0.00
10-1-000-002-4620.020 Casualty Materials	0.00	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	0.00
10-1-000-002-4620.040 Insur Proceeds	0.00	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	0.00
Depreciation Expense							
10-1-000-002-4800.000 Depreciation Exp Fam	117.11	22,250.00	22,916.67	117.11	200,250.00	206,250.03	-6,000.03
Total Depreciation Expense	117.11	22,250.00	22,916.67	117.11	200,250.00	206,250.03	-6,000.03
TOTAL MISCELLANEOUS EXPENSES	117.11	22,250.00	22,916.67	117.11	200,250.00	206,250.03	-6,000.03
TOTAL EXPENSES	13.00	-2,470.94	27,154.12	124.95	213,667.92	244,387.08	-30,719.16
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating Transfers In/Out							
10-1-000-002-7010.000 Prov Oper Reserve	0.00	0.00	-4,237.45	0.00	0.00	-38,137.05	38,137.05
10-1-000-002-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Transfers In/Out	0.00	0.00	-4,237.45	0.00	0.00	-38,137.05	38,137.05
TOTAL OTHER FINANCING SOURCES (USES)	0.00	0.00	-4,237.45	0.00	0.00	-38,137.05	38,137.05
EXCESS (REVENUE)/EXPENSE	13.00	-2,470.94	22,916.67	124.95	213,667.92	206,250.03	7,417.89

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
REVENUE							
pum	1.00	51.00	51.00	1.00	459.00	459.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	271.43	-13,843.00	-14,000.00	275.56	-126,481.00	-126,000.00	-481.00
10-1-000-006-3111.000 Utility Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Tenant Rent Revenue	271.43	-13,843.00	-14,000.00	275.56	-126,481.00	-126,000.00	-481.00
Tenant Revenue - Other							
10-1-000-006-3120.000 Ecess Utilities	0.00	0.00	-6.25	0.16	-75.00	-56.25	-18.75
10-1-000-006-3190.000 Nondwell Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3690.000 Other Income	0.75	-38.50	-8.33	0.45	-208.50	-74.97	-133.53
10-1-000-006-3690.100 Late Fees	0.98	-50.00	-8.33	0.32	-147.20	-74.97	-72.23
10-1-000-006-3690.120 Violation Fees	0.00	0.00	-4.17	0.00	0.00	-37.53	37.53
10-1-000-006-3690.140 Returned Check Charge	0.00	0.00	-4.17	0.05	-25.00	-37.53	12.53
10-1-000-006-3690.150 Laundry Income	9.00	-459.00	-541.67	8.64	-3,966.00	-4,875.03	909.03
10-1-000-006-3690.160 Vending Machine Inc	0.29	-14.82	-12.50	0.24	-110.89	-112.50	1.61
10-1-000-006-3690.180 Labor	0.32	-16.40	-25.00	0.23	-107.15	-225.00	117.85
10-1-000-006-3690.200 Materials	0.06	-3.29	-8.33	0.06	-28.92	-74.97	46.05
Total Tenant Revenue Other	11.41	-582.01	-618.75	10.17	-4,668.66	-5,568.75	900.09
TOTAL TENANT REVENUE	282.84	-14,425.01	-14,618.75	285.73	-131,149.66	-131,568.75	419.09
OTHER REVENUE							
HUD/Other Grants & Investment Income							
10-1-000-006-3404.000 Revenue-other gov grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3404.010 Other Inc - Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3610.000 Interest Income	3.59	-183.04	-4.17	3.91	-1,795.34	-37.53	-1,757.81
10-1-000-006-8020.000 Oper Sub - Curr Yr	127.60	-6,507.75	-4,125.00	99.76	-45,788.00	-37,125.00	-8,663.00
Total HUD/Other Grants & Invest Income	131.19	-6,690.79	-4,129.17	103.67	-47,583.34	-37,162.53	-10,420.81
Other Revenue							
10-1-000-006-3850.000 Inspection(s) Income	0.00	0.00	-8.33	0.00	0.00	-74.97	74.97
10-1-000-006-3850.005 Income Other Amps	6.46	-329.28	0.00	1.08	-493.92	0.00	-493.92
10-1-000-006-3850.010 Garbage&Trash Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.020 Htg & Cooling Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.030 Snow Removal Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.040 Elevator Maint Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.050 Landscape&Grds Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.060 Unit Turnaround Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.070 Electric Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.080 Plumbing Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.090 Exterminator Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.100 Janitorial Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.110 Routine Main. Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-3850.120 Other Misc Inc	0.00	0.00	0.00	26.34	-12,089.15	0.00	-12,089.15
Total Other Revenue	6.46	-329.28	-8.33	27.41	-12,583.07	-74.97	-12,508.10
TOTAL OTHER REVENUE	137.65	-7,020.07	-4,137.50	131.08	-60,166.41	-37,237.50	-22,928.91
TOTAL REVENUE	420.49	-21,445.08	-18,756.25	416.81	-191,316.07	-168,806.25	-22,509.82

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-006-4110.000 Admin Salaries	66.74	3,403.50	3,708.33	69.35	31,830.41	33,374.97	-1,544.56
10-1-000-006-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Salaries & Benefits	66.74	3,403.50	3,708.33	69.35	31,830.41	33,374.97	-1,544.56
Benefit Contributions - Administrative							
10-1-000-006-4110.500 Emp Benefit - Admin	21.89	1,116.41	1,250.00	22.41	10,286.06	11,250.00	-963.94
10-1-000-006-4110.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4110.502 Benefit - Comp Absence	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Benefit Contributions - Admin	21.89	1,116.41	1,250.00	22.41	10,286.06	11,250.00	-963.94
Fee Expenses							
10-1-000-006-4120.100 Management Fee Exp	71.66	3,654.50	3,728.00	72.13	33,109.77	33,552.00	-442.23
10-1-000-006-4120.200 Asset Mngt Fee Exp	10.00	510.00	510.00	10.00	4,590.00	4,590.00	0.00
10-1-000-006-4120.300 Bookkeeping Exp	7.35	375.00	383.00	7.40	3,397.50	3,447.00	-49.50
10-1-000-006-4171.000 Audit Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Fee Expenses	89.01	4,539.50	4,621.00	89.54	41,097.27	41,589.00	-491.73
Advertising & Marketing							
10-1-000-006-4190.650 Advertising	0.00	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	0.00
Office Expense							
10-1-000-006-4140.000 Training - Staff	0.00	0.00	145.83	1.85	848.21	1,312.47	-464.26
10-1-000-006-4180.000 Telephone	9.35	476.95	333.33	9.33	4,280.57	2,999.97	1,280.60
10-1-000-006-4190.100 Postage	0.18	8.93	8.33	0.13	60.84	74.97	-14.13
10-1-000-006-4190.200 Office Supplies	0.00	0.00	8.33	0.50	230.70	74.97	155.73
10-1-000-006-4190.300 Paper Supplies	2.15	109.59	12.50	0.24	109.59	112.50	-2.91
10-1-000-006-4190.400 Printing/printers	0.00	0.00	20.83	0.00	0.00	187.47	-187.47
10-1-000-006-4190.401 Printing Supplies	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-006-4190.500 Printer/Copier Supp-Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4190.550 Computers	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-006-4190.600 Publications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4190.700 Member Dues/Fees	0.52	26.37	20.83	0.70	320.55	187.47	133.08
10-1-000-006-4190.800 Internet Services	2.55	129.95	37.50	1.77	811.60	337.50	474.10
10-1-000-006-4190.850 IT Support	0.00	0.00	8.33	1.65	759.64	74.97	684.67
Total Office Expense	14.74	751.79	612.47	16.17	7,421.70	5,512.23	1,909.47
Legal Expense							
10-1-000-006-4130.000 Legal Expense	0.00	0.00	4.17	0.00	0.00	37.53	-37.53
10-1-000-006-4190.900 Court Costs	0.00	0.00	4.17	0.00	0.00	37.53	-37.53
Total Legal Expense	0.00	0.00	8.34	0.00	0.00	75.06	-75.06
Travel Expense							
10-1-000-006-4150.000 Travel - Staff	0.00	0.00	4.17	0.11	49.43	37.53	11.90
10-1-000-006-4150.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4150.100 Mileage - Admin	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
Total Travel Expense	0.00	0.00	20.84	0.11	49.43	187.56	-138.13
Other Expense							
10-1-000-006-4120.400 Fee for Service Exp	0.00	0.00	0.00	0.43	195.21	0.00	195.21
10-1-000-006-4120.500 Other Fee Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4140.010 Training-Commissioners	0.00	0.00	4.17	0.00	0.00	37.53	-37.53

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
10-1-000-006-4160.000 Consulting Services	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
10-1-000-006-4160.500 Translating/Interp Serv.	0.00	0.00	4.17	0.00	0.00	37.53	-37.53
10-1-000-006-4170.000 Accounting Fee	0.00	0.00	6.25	0.00	0.00	56.25	-56.25
10-1-000-006-4190.000 Other Sundry	0.00	0.00	20.83	0.00	0.00	187.47	-187.47
10-1-000-006-4190.950 Background Verification	0.00	0.00	8.33	0.26	121.28	74.97	46.31
Total Other Expense	0.00	0.00	60.42	0.69	316.49	543.78	-227.29
TOTAL OPERATING EXPENSE - Admin	192.38	9,811.20	10,281.40	198.26	91,001.36	92,532.60	-1,531.24
<u>TENANT SERVICES</u>							
Tenant Services - Other							
10-1-000-006-4220.100 Ten Ser-Supplies	0.00	0.00	0.00	0.31	143.95	0.00	143.95
10-1-000-006-4220.110 Ten Ser-Recreation	0.00	0.00	41.67	0.00	0.00	375.03	-375.03
Total Tenant Services - Other	0.00	0.00	41.67	0.31	143.95	375.03	-231.08
TOTAL TENANT SERVICES EXPENSE	0.00	0.00	41.67	0.31	143.95	375.03	-231.08
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-006-4410.000 Maintenance - Labor	53.33	2,720.00	3,125.00	55.64	25,538.51	28,125.00	-2,586.49
10-1-000-006-4410.001 Salary Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4410.100 Maint Labor - OT	0.00	0.00	20.83	0.52	238.42	187.47	50.95
10-1-000-006-4410.200 Maint - Other Amps	0.00	0.00	0.00	6.77	3,107.96	0.00	3,107.96
Total Maintenance - Labor & OT	53.33	2,720.00	3,145.83	62.93	28,884.89	28,312.47	572.42
Benefit Contributions - Maintenance							
10-1-000-006-4410.500 Emp Benefit - Maint	12.16	620.01	750.00	12.95	5,942.35	6,750.00	-807.65
10-1-000-006-4410.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4410.502 Benefits Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Benefit Contributions - Maint.	12.16	620.01	750.00	12.95	5,942.35	6,750.00	-807.65
Maintenance - Materials/Supplies							
10-1-000-006-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4420.020 Heating&Cooling Supp	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-006-4420.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4420.031 Gas for Snow Removal	0.00	0.00	2.08	0.00	0.00	18.72	-18.72
10-1-000-006-4420.050 Landscape/Grounds Sup	0.00	0.00	16.67	7.86	3,609.89	150.03	3,459.86
10-1-000-006-4420.051 Gasoline for mowing	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-006-4420.070 Electrical Supplies	0.00	0.00	25.00	0.26	119.68	225.00	-105.32
10-1-000-006-4420.080 Plumbing Supplies	4.63	236.18	41.67	0.68	312.38	375.03	-62.65
10-1-000-006-4420.090 Extermination Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4420.100 Janitorial Supplies	1.55	79.02	66.67	2.19	1,005.40	600.03	405.37
10-1-000-006-4420.110 Routine Maint.Supplies	5.97	304.33	250.00	4.06	1,862.27	2,250.00	-387.73
10-1-000-006-4420.120 Other Misc Supplies	0.94	48.14	20.83	1.43	654.36	187.47	466.89
10-1-000-006-4420.121 Laundry Equip Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4420.125 Mileage	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
10-1-000-006-4420.130 Security Supplies	0.00	0.00	4.17	0.00	0.00	37.53	-37.53
Total Maintenance - Materials/Supplies	13.09	667.67	452.08	16.48	7,563.98	4,068.72	3,495.26
Maintenance - Contracts							
10-1-000-006-4430.010 Garbage & Trash Cont	4.52	230.70	166.67	3.94	1,806.30	1,500.03	306.27
10-1-000-006-4430.020 Heating & Cooling Cont	0.00	0.00	25.00	3.40	1,562.67	225.00	1,337.67
10-1-000-006-4430.030 Snow Removal Contract	2.50	127.50	8.33	0.28	127.50	74.97	52.53
10-1-000-006-4430.040 Elevator Maint Cont	0.00	0.00	500.00	7.10	3,256.90	4,500.00	-1,243.10

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Payment In Lieu Of Taxes - PILOT Tax							
10-1-000-006-4520.000 Pay in lieu of Tax	21.58	1,100.66	1,624.42	23.78	10,915.11	14,619.78	-3,704.67
Total Payment In Lieu Of Taxes - PILOT	21.58	1,100.66	1,624.42	23.78	10,915.11	14,619.78	-3,704.67
Bad Debt Write-Offs - Tenant Rents							
10-1-000-006-4570.000 Collection Losses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Bad Debt Write-Offs - Tenant Rents	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER GENERAL EXPENSES	21.58	1,100.66	1,624.42	23.78	10,915.11	14,619.78	-3,704.67
<u>INTEREST EXP & AMORTIZATION COST</u>							
Interest Expense							
Total Interest Expense	0.00	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	0.00
TOTAL OPERATING EXPENSE	398.61	20,328.96	20,707.90	453.02	207,937.08	186,371.10	21,565.98
NET (REVENUE)/EXPENSE	21.88	-1,116.12	1,951.65	36.21	16,621.01	17,564.85	-943.84
<u>MISCELLANEOUS EXPENSE</u>							
Extraordinary & Casualty Expense							
10-1-000-006-4610.010 Extraordinary Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4610.020 Extraordinary Materials	0.00	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	0.00
Total Extraordinary Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4620.010 Casualty Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4620.020 Casualty Materials	0.00	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	0.00
Total Casualty Losses - Non-capitalized	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense							
10-1-000-006-4800.000 Depreciation Exp BB	269.23	13,730.60	0.00	269.23	123,575.40	0.00	123,575.40
Total Depreciation Expense	269.23	13,730.60	0.00	269.23	123,575.40	0.00	123,575.40
TOTAL MISCELLANEOUS EXPENSES	269.23	13,730.60	0.00	269.23	123,575.40	0.00	123,575.40
TOTAL EXPENSES	247.34	12,614.48	1,951.65	305.44	140,196.41	17,564.85	122,631.56
<u>OTHER FINANCING SOURCES (USES)</u>							
Operating/Reserve Transfers In/Out							
10-1-000-006-7010.000 Prov Oper Reserve	0.00	0.00	-1,951.67	0.00	0.00	-17,565.03	17,565.03
10-1-000-006-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-9111.100 Operating Xfers - Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating/Reserve Transfers In/Out	0.00	0.00	-1,951.67	0.00	0.00	-17,565.03	17,565.03
TOTAL OTHER FINANCING SOURCES	0.00	0.00	-1,951.67	0.00	0.00	-17,565.03	17,565.03
EXCESS (REVENUE)/EXPENSE	247.34	12,614.48	-0.02	305.44	140,196.41	-0.18	140,196.59

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - HCV ADMIN & HAP & HA
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
ADMIN REVENUE							
Total PUM (including Port Outs)	1.00	280.00	280.00	1.00	2,520.00	2,520.00	0.00
ADMIN OPERATING INCOME							
Interest Income							
30-1-000-000-3300.000 Int Reserve	0.56	-156.55	-29.17	0.54	-1,370.70	-262.53	-1,108.17
Surplus-Admin							
30-1-000-000-3610.000 Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Interest Income	0.56	-156.55	-29.17	0.54	-1,370.70	-262.53	-1,108.17
Other Income							
30-1-000-000-3300.010 Inc - Portable	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-3300.100 Fraud Recovery - Admin	2.01	-563.50	-291.67	1.59	-4,005.50	-2,625.03	-1,380.47
30-1-000-000-3300.170 Admin Fees Port	0.00	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	0.00
30-1-000-000-3690.100 Other Income - Admin	0.09	25.00	0.00	0.00	0.00	0.00	0.00
Total Other Income	1.92	-538.50	-291.67	1.59	-4,005.50	-2,625.03	-1,380.47
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Rec Curr Yr	32.48	-9,094.00	-8,333.33	32.41	-81,665.00	-74,999.97	-6,665.03
30-1-000-000-8026.501 Admin Fee - 2009 HAP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Admin Fee Subsidy	32.48	-9,094.00	-8,333.33	32.41	-81,665.00	-74,999.97	-6,665.03
TOTAL ADMIN OPERATING INCOME	34.96	-9,789.05	-8,654.17	34.54	-87,041.20	-77,887.53	-9,153.67
ADMIN EXPENSES							
ADMIN OPERATING EXPENSE							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	16.70	4,676.24	6,750.00	17.36	43,736.01	60,750.00	-17,013.99
30-1-000-000-4110.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4110.010 Salaries-Homeownership	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4110.500 Emp Benefit - Admin	6.33	1,772.91	2,666.67	6.25	15,740.44	24,000.03	-8,259.59
30-1-000-000-4110.510 Benefits - H.O.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Admin Salaries	23.03	6,449.15	9,416.67	23.60	59,476.45	84,750.03	-25,273.58
Fee Expense							
30-1-000-000-4120.100 Management Fees	8.49	2,376.00	2,220.00	8.01	20,184.00	19,980.00	204.00
30-1-000-000-4120.300 Bookkeep. Fees	5.30	1,485.00	1,388.00	5.01	12,615.00	12,492.00	123.00
Total Fees Expense	13.79	3,861.00	3,608.00	13.02	32,799.00	32,472.00	327.00
Admin Sundry & w/o Sundry							
30-1-000-000-4130.000 Legal Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4140.000 Training - Staff	0.00	0.00	250.00	0.46	1,160.85	2,250.00	-1,089.15
30-1-000-000-4150.000 Travel - Staff	0.00	0.00	20.83	0.01	24.71	187.47	-162.76
30-1-000-000-4160.000 Publications	0.00	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	0.96	2,410.00	0.00	2,410.00
30-1-000-000-4160.500 Translating/Interp Serv.	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
30-1-000-000-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4171.000 Audit Fee	0.00	0.00	58.33	0.00	0.00	524.97	-524.97
30-1-000-000-4180.000 Telephone	0.14	39.52	100.00	0.14	356.39	900.00	-543.61
30-1-000-000-4190.000 Other Sundry	0.04	11.63	62.50	0.40	1,004.71	562.50	442.21
30-1-000-000-4190.100 Postage	0.56	155.40	141.67	0.58	1,451.67	1,275.03	176.64
30-1-000-000-4190.200 Inspections	0.17	48.00	62.50	0.10	240.00	562.50	-322.50

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - HCV ADMIN & HAP & HA
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
30-1-000-000-4190.400 Pinting/Printers	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
30-1-000-000-4190.401 Printing Supplies	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
30-1-000-000-4190.550 Computers	0.00	0.00	8.33	0.00	0.00	74.97	-74.97
30-1-000-000-4190.800 Internet Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4190.850 IT Support	0.17	46.24	8.33	0.11	284.94	74.97	209.97
30-1-000-000-4190.950 Background Verification	0.12	32.64	8.33	0.23	583.98	74.97	509.01
Total Admin Sundry & w/o Sundry	1.19	333.43	762.49	2.98	7,517.25	6,862.41	654.84
TOTAL ADMIN EXPENSE	38.01	10,643.58	13,787.16	39.60	99,792.70	124,084.44	-24,291.74
General Expense							
30-1-000-000-4400.000 Maint & Operation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4510.000 Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4510.025 PE & PO Insurance	0.34	94.67	60.42	0.34	852.03	543.78	308.25
30-1-000-000-4510.030 Work Comp Insurance	0.75	209.50	183.33	0.75	1,885.50	1,649.97	235.53
30-1-000-000-4510.035 Auto Insurance	0.19	52.25	50.00	0.19	470.25	450.00	20.25
30-1-000-000-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4540.000 Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4570.100 Collection Loss Admin	0.00	0.00	-62.50	0.11	-272.25	-562.50	290.25
30-1-000-000-4590.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4590.010 Admin Gen Exp-Port	1.38	386.10	333.33	1.43	3,611.45	2,999.97	611.48
30-1-000-000-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total General Expense	2.65	742.52	564.58	2.60	6,546.98	5,081.22	1,465.76
TOTAL GENERAL EXPENSE	2.65	742.52	564.58	2.60	6,546.98	5,081.22	1,465.76
Surplus Adjustments							
30-1-000-000-6010.000 Prior Yr Adj - ARR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-6020.000 Prior Yr Adj - NARR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-6120.000 Gain/Loss-Nonex Eq	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provision for Reserve							
30-1-000-000-7016.000 Prov for Oper Rsrve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7027.000 Prov for Proj Rsrve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditures							
30-1-000-000-7520.000 Replace Nonexp Eq	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7530.000 Rcpts Nonex Eq NR	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7540.010 Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7540.020 Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7540.030 NonExp Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7540.040 Contract Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-7590.000 Oper Exp Prop Contra	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Depreciation Expense							
30-1-000-000-4800.000 Dpreciation Expense	0.00	0.00	18.75	0.00	0.00	168.75	-168.75
Total Depreciation Expense	0.00	0.00	18.75	0.00	0.00	168.75	-168.75
TOTAL ADMIN EXPENSES	40.66	11,386.10	14,370.49	42.20	106,339.68	129,334.41	-22,994.73
ADMIN (Profit)/Loss w/ Depreciation	5.70	1,597.05	5,716.32	7.66	19,298.48	51,446.88	-32,148.40

Date:
Time:
ll

Knox County Housing Authority
INCOME STATEMENT - HCV ADMIN & HAP & HA
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
HAP REVENUE							
HAP Income							
30-1-000-000-3300.200 Fraud Recovery - HAP	2.01	-563.50	-375.00	1.59	-4,006.50	-3,375.00	-631.50
30-1-000-000-3300.500 Int Reserve Surplus-HAP	0.00	0.00	-8.33	0.00	0.00	-74.97	74.97
30-1-000-000-8026.000 Ann Contr-Cur Yr	257.08	-71,981.00	-54,831.08	261.08	-657,918.00	-493,479.72	-164,438.28
30-1-000-000-8027.000 Ann Contr - Pr Yr	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	259.09	-72,544.50	-55,214.41	262.67	-661,924.50	-496,929.69	-164,994.81
TOTAL HAP INCOME	259.09	-72,544.50	-55,214.41	262.67	-661,924.50	-496,929.69	-164,994.81
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP-Occupied Units	229.98	64,395.00	68,750.00	212.17	534,676.00	618,750.00	-84,074.00
30-1-000-000-4715.015 HAP Mid Month Lease	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4715.020 HAP-Repayments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4715.021 HAP-FraudRepay-HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4715.030 HAP-Port Ins	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4715.040 HAP-Util Payments	7.77	2,176.00	3,083.33	9.19	23,153.00	27,749.97	-4,596.97
30-1-000-000-4715.050 HAP-Homeownership	0.00	0.00	250.00	0.00	0.00	2,250.00	-2,250.00
30-1-000-000-4715.070 HAP-Portable	43.67	12,227.00	8,333.33	42.58	107,297.00	74,999.97	32,297.03
30-1-000-000-4715.080 HAP Hard to House	0.00	0.00	0.00	0.00	0.00	0.00	0.00
30-1-000-000-4718.000 HAP-Escrow Certs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total HAP Expenses	281.42	78,798.00	80,416.66	263.94	665,126.00	723,749.94	-58,623.94
TOTAL HAP EXPENSE	281.42	78,798.00	80,416.66	263.94	665,126.00	723,749.94	-58,623.94
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	0.00	0.00	-62.50	0.11	-272.25	-562.50	290.25
Total General HAP Expenses	0.00	0.00	-62.50	0.11	-272.25	-562.50	290.25
TOTAL GENERAL HAP EXPENSES	0.00	0.00	-62.50	0.11	-272.25	-562.50	290.25
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	0.00
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL HAP EXPENSES	281.42	78,798.00	80,354.16	263.83	664,853.75	723,187.44	-58,333.69
Remaining HAP to/from Reserve	22.33	6,253.50	25,139.75	1.16	2,929.25	226,257.75	-223,328.50

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
PUM - Brentwood	1.00	72.00	72.00	1.00	648.00	648.00	0.00
REVENUE							
<u>TENANT REVENUE</u>							
Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	369.61	-26,612.00	-25,583.33	363.65	-235,644.00	-230,249.97	-5,394.03
60-1-000-000-5125.000 PHA Rent	54.89	-3,952.00	-5,416.67	60.25	-39,039.00	-48,750.03	9,711.03
60-1-000-000-5320.000 Rent Adjustments	0.00	0.00	0.00	0.93	-600.00	0.00	-600.00
Total Tenant Rent Revenue	424.50	-30,564.00	-31,000.00	424.82	-275,283.00	-279,000.00	3,717.00
Excess Rent							
60-1-000-000-5970.000 Excess Rent	0.00	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	0.00
Total Excess Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vacancies Revenue							
60-1-000-000-5220.000 Vacancies - Brentwood	0.00	0.00	616.67	0.00	0.00	5,550.03	-5,550.03
Total Vacancies Revenue	0.00	0.00	616.67	0.00	0.00	5,550.03	-5,550.03
TOTAL TENANT REVENUE	424.50	-30,564.00	-30,383.33	424.82	-275,283.00	-273,449.97	-1,833.03
<u>INVESTMENT REVENUE</u>							
Investment Revenue							
60-1-000-000-5410.000 Interest Income	7.47	-538.04	-191.67	6.16	-3,994.43	-1,725.03	-2,269.40
60-1-000-000-5420.000 Interst Sec Deposits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5440.000 Rep Res Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5500.000 Other Inc - HUD Int Crd	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Investment Revenue	7.47	-538.04	-191.67	6.16	-3,994.43	-1,725.03	-2,269.40
TOTAL INVESTMENT INCOME	7.47	-538.04	-191.67	6.16	-3,994.43	-1,725.03	-2,269.40
<u>OTHER REVENUE</u>							
Other Revenue							
60-1-000-000-5900.000 Other Income	0.76	-55.00	-8.33	0.17	-109.31	-74.97	-34.34
60-1-000-000-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5910.000 Laundry Income	4.19	-301.62	-340.00	3.96	-2,565.00	-3,060.00	495.00
60-1-000-000-5920.000 Bad Check Charges	0.00	0.00	-1.67	0.03	-20.00	-15.03	-4.97
60-1-000-000-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5922.000 Labor & Materials	3.96	-285.00	-600.00	4.60	-2,982.59	-5,400.00	2,417.41
60-1-000-000-5923.000 Misc Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5925.000 Late Charges	2.42	-174.00	-125.00	2.80	-1,813.00	-1,125.00	-688.00
60-1-000-000-5926.000 Violation Charges	0.00	0.00	-36.25	1.30	-844.00	-326.25	-517.75
60-1-000-000-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5991.000 ECRM Grant Inc-BW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5991.100 ECRM Grant #2 Inc-BW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5992.000 Carver Center Grant-BW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-5992.500 Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	11.33	-815.62	-1,111.25	12.86	-8,333.90	-10,001.25	1,667.35
TOTAL OTHER REVENUE	11.33	-815.62	-1,111.25	12.86	-8,333.90	-10,001.25	1,667.35
TOTAL REVENUE	443.30	-31,917.66	-31,686.25	443.84	-287,611.33	-285,176.25	-2,435.08

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXPENSES							
OPERATING EXPENSES							
Administrative Salaries & Benefits							
60-1-000-000-6330.000 Manager Salaries	31.94	2,299.50	2,483.33	33.19	21,507.24	22,349.97	-842.73
60-1-000-000-6330.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6330.500 Manager's Benefits	9.69	697.91	766.67	9.88	6,400.74	6,900.03	-499.29
60-1-000-000-6330.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Salaries & Benefits	41.63	2,997.41	3,250.00	43.07	27,907.98	29,250.00	-1,342.02
Admin Sundry							
60-1-000-000-6210.000 Admin. Advertisement	0.12	8.93	41.67	0.43	279.59	375.03	-95.44
60-1-000-000-6250.000 Misc Renting Expense	0.47	34.00	141.67	1.18	765.00	1,275.03	-510.03
60-1-000-000-6311.000 Office Expense-Brent	0.60	43.11	150.00	1.09	709.52	1,350.00	-640.48
60-1-000-000-6311.050 Office Rental Expense	2.95	212.50	212.50	2.95	1,912.50	1,912.50	0.00
60-1-000-000-6311.100 Phone/Internet Service	2.49	179.23	180.00	2.34	1,517.46	1,620.00	-102.54
60-1-000-000-6311.150 IT Support	0.10	7.29	33.33	0.11	69.07	299.97	-230.90
60-1-000-000-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6350.000 Audit	0.00	0.00	75.00	0.00	0.00	675.00	-675.00
60-1-000-000-6360.000 Training - Staff	0.00	0.00	83.33	1.04	675.98	749.97	-73.99
60-1-000-000-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6365.000 Travel - Staff	0.78	56.42	125.00	1.17	758.86	1,125.00	-366.14
60-1-000-000-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6370.000 Bad Debt	0.62	-44.50	166.67	0.34	-220.30	1,500.03	-1,720.33
60-1-000-000-6380.000 Consulting Services	0.00	0.00	100.00	0.00	0.00	900.00	-900.00
60-1-000-000-6380.500 Translating/Interp Serv.	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
60-1-000-000-6399.000 Other Administrative	0.00	0.00	116.67	0.09	55.41	1,050.03	-994.62
Total Admin Sundry	6.90	496.98	1,442.51	10.07	6,523.09	12,982.59	-6,459.50
Fee Expense							
60-1-000-000-6320.000 Management Fees	72.07	5,189.39	5,263.00	72.07	46,704.51	47,367.00	-662.49
60-1-000-000-6351.000 Bookkeeping Fees	8.88	639.00	540.00	8.88	5,751.00	4,860.00	891.00
Total Fee Expense	80.95	5,828.39	5,803.00	80.95	52,455.51	52,227.00	228.51
TOTAL OPERATING EXPENSES	129.48	9,322.78	10,495.51	134.08	86,886.58	94,459.59	-7,573.01
UTILITIES							
Utilities Expense							
60-1-000-000-6450.000 Utilites - Electric	7.40	532.59	500.00	4.95	3,204.74	4,500.00	-1,295.26
60-1-000-000-6451.000 Utilites - Water	10.94	787.68	833.33	9.23	5,978.04	7,499.97	-1,521.93
60-1-000-000-6452.000 Utilites - Gas	3.90	280.45	150.00	2.01	1,305.07	1,350.00	-44.93
60-1-000-000-6453.000 Utilites - Sewer	9.93	714.87	766.67	8.40	5,441.47	6,900.03	-1,458.56
Total Utilities	32.16	2,315.59	2,250.00	24.58	15,929.32	20,250.00	-4,320.68
TOTAL UTILITIES	32.16	2,315.59	2,250.00	24.58	15,929.32	20,250.00	-4,320.68
MAINTENANCE EXPENSES							
Maintenance Salaries							
60-1-000-000-6510.000 Maintenance Salaries	51.59	3,714.40	4,041.67	53.61	34,739.05	36,375.03	-1,635.98
60-1-000-000-6510.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6510.100 OT Maintenance	0.00	0.00	20.83	0.00	0.00	187.47	-187.47
60-1-000-000-6510.500 Maint. Employee Ben.	19.63	1,413.37	1,562.50	20.19	13,084.32	14,062.50	-978.18
60-1-000-000-6510.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance Salaries	71.22	5,127.77	5,625.00	73.80	47,823.37	50,625.00	-2,801.63

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Maintenance Supplies							
60-1-000-000-6515.010 Garbage/Trash Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6515.020 Heating/Cooling Supplies	0.00	0.00	50.00	0.58	375.36	450.00	-74.64
60-1-000-000-6515.030 Snow Removal Supplies	1.28	92.10	41.67	0.14	92.10	375.03	-282.93
60-1-000-000-6515.050 Lndscape/Grnd Supplies	0.00	0.00	158.33	0.48	310.81	1,424.97	-1,114.16
60-1-000-000-6515.070 Electrical Supplies	0.00	0.00	133.33	1.61	1,044.60	1,199.97	-155.37
60-1-000-000-6515.080 Plumbing Supplies	0.00	0.00	383.33	4.33	2,807.47	3,449.97	-642.50
60-1-000-000-6515.100 Janitorial Supplies	0.06	4.23	83.33	1.71	1,106.85	749.97	356.88
60-1-000-000-6515.110 Routine Maint. Supplies	0.00	0.00	800.00	2.12	1,376.54	7,200.00	-5,823.46
60-1-000-000-6515.114 Painting Supplies - BW	3.97	285.53	183.33	1.16	751.68	1,649.97	-898.29
60-1-000-000-6515.115 Refrigerators	0.00	0.00	83.33	0.00	0.00	749.97	-749.97
60-1-000-000-6515.116 Stoves	0.00	0.00	58.33	0.00	0.00	524.97	-524.97
60-1-000-000-6515.120 Misc. Other Supplies	0.97	70.13	41.67	0.42	272.02	375.03	-103.01
Total Maintenance Supplies	6.28	451.99	2,016.65	12.56	8,137.43	18,149.85	-10,012.42
Maintenance Contracts							
60-1-000-000-6516.000 Interior Repr/Repl-BW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6516.200 Carpet Repr/Repl-BW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6520.010 Garbage/Trash Contract	13.63	981.57	816.67	12.71	8,238.69	7,350.03	888.66
60-1-000-000-6520.020 Heat/Cool Contract	0.00	0.00	41.67	0.00	0.00	375.03	-375.03
60-1-000-000-6520.030 Snow Removal Contract	0.00	0.00	165.00	0.00	0.00	1,485.00	-1,485.00
60-1-000-000-6520.050 Landscape&Grds Cont	0.00	0.00	166.67	0.77	498.00	1,500.03	-1,002.03
60-1-000-000-6520.070 Electrical Contract	0.00	0.00	66.67	0.00	0.00	600.03	-600.03
60-1-000-000-6520.080 Plumbing Contract	0.00	0.00	137.50	0.62	402.00	1,237.50	-835.50
60-1-000-000-6520.090 Extermination Contract	6.42	462.24	183.33	5.13	3,326.72	1,649.97	1,676.75
60-1-000-000-6520.100 Janitorial Contract	0.00	0.00	108.33	1.13	734.98	974.97	-239.99
60-1-000-000-6520.110 Routine Maint. Contract	0.00	0.00	100.00	0.76	490.70	900.00	-409.30
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	0.00	558.33	0.00	0.00	5,024.97	-5,024.97
60-1-000-000-6520.120 Misc. Other Contracts	0.00	0.00	3,683.33	169.60	109,900.00	33,149.97	76,750.03
Total Maintenance Contracts	20.05	1,443.81	6,027.50	190.73	123,591.09	54,247.50	69,343.59
TOTAL MAINTENANCE	97.55	7,023.57	13,669.15	277.09	179,551.89	123,022.35	56,529.54
TAXES & INSURANCE EXPENSE							
Taxes & Insurance Expense							
60-1-000-000-6710.000 PILOT - Real Estate Tax	19.62	1,412.42	1,406.67	20.01	12,967.68	12,660.03	307.65
60-1-000-000-6720.000 Property Insurance	9.69	697.98	708.33	9.69	6,281.82	6,374.97	-93.15
60-1-000-000-6720.500 Equipment Insurance	0.65	46.48	47.92	0.65	418.32	431.28	-12.96
60-1-000-000-6721.000 Liability Insurance	2.41	173.30	177.08	2.41	1,559.70	1,593.72	-34.02
60-1-000-000-6721.500 PE & PO Insuranace	1.06	76.33	79.17	1.06	686.97	712.53	-25.56
60-1-000-000-6722.000 Work Comp Insurance	3.03	218.40	225.00	3.03	1,965.60	2,025.00	-59.40
60-1-000-000-6722.500 Auto Insurnace	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6790.000 Other General Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-000-6795.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes & Insurance Expense	36.46	2,624.91	2,644.17	36.85	23,880.09	23,797.53	82.56
TOTAL TAXES & INSURANCE EXPENSE	36.46	2,624.91	2,644.17	36.85	23,880.09	23,797.53	82.56

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
MISCELLANEOUS EXPENSE							
Financial Expenses							
60-1-000-000-6810.000 Interest Expense Payable	28.78	2,072.38	2,333.33	29.85	19,342.77	20,999.97	-1,657.20
60-1-000-000-6860.000 Security Deposit Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Financial Expenses	28.78	2,072.38	2,333.33	29.85	19,342.77	20,999.97	-1,657.20
Amortization Expense							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surplus Adjustments							
60-1-000-000-6010.000 Prior Yr Adj - BW	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provision for Reserve							
60-1-000-000-7010.000 Provision For Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditures							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vandalism Expenditures							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In/Out							
60-1-000-000-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS EXPENSE	28.78	2,072.38	2,333.33	29.85	19,342.77	20,999.97	-1,657.20
TOTAL EXPENSES BEFORE DEPRECIATION	324.43	23,359.23	31,392.16	502.45	325,590.65	282,529.44	43,061.21
NET REVENUE/EXPENSES (PROFIT)/LOSS	118.87	-8,558.43	-294.09	58.61	37,979.32	-2,646.81	40,626.13
Depreciation Expense							
60-1-000-000-6600.000 Depreciation Expense	97.69	7,033.56	5,291.67	97.69	63,302.04	47,625.03	15,677.01
Total Depreciation Expense	97.69	7,033.56	5,291.67	97.69	63,302.04	47,625.03	15,677.01
TOTAL DEPRECIATION EXPENSE	97.69	7,033.56	5,291.67	97.69	63,302.04	47,625.03	15,677.01
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	21.18	-1,524.87	4,997.58	156.30	101,281.36	44,978.22	56,303.14
TOTAL BOND PAYMENT	25.21	1,815.13	0.00	24.14	15,644.77	0.00	15,644.77

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
PUM - Prairieland	1.00	65.00	65.00	1.00	585.00	585.00	0.00
REVENUE							
TENANT REVENUE							
Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	319.54	-20,770.00	-20,980.42	327.31	-191,475.00	-188,823.78	-2,651.22
60-1-000-001-5125.000 PHA Rent	35.28	-2,293.00	-1,900.00	28.15	-16,466.00	-17,100.00	634.00
60-1-000-001-5126.000 Georgia HAP - Prairie S8	46.25	-3,006.00	-3,658.33	49.69	-29,069.00	-32,924.97	3,855.97
60-1-000-001-5320.000 Rent Adjustments	0.14	-9.00	0.00	1.85	1,083.00	0.00	1,083.00
Total Tenant Rent Revenue	401.20	-26,078.00	-26,538.75	403.29	-235,927.00	-238,848.75	2,921.75
Excess Rent							
60-1-000-001-5970.000 Excess Rent	8.46	-550.00	-600.00	8.42	-4,928.00	-5,400.00	472.00
60-1-000-001-5971.000 Excess Rent to HUD	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Excess Rent	8.46	-550.00	-600.00	8.42	-4,928.00	-5,400.00	472.00
Vacancies Revenue							
60-1-000-001-5220.000 Vacancies	0.00	0.00	466.67	0.00	0.00	4,200.03	-4,200.03
Total Vacancies Revenue	0.00	0.00	466.67	0.00	0.00	4,200.03	-4,200.03
TOTAL TENANT REVENUE	409.66	-26,628.00	-26,672.08	411.72	-240,855.00	-240,048.72	-806.28
INVESTMENT REVENUE							
Investment Revenue							
60-1-000-001-5410.000 Interest Income	0.13	-8.63	-6.25	0.04	-24.70	-56.25	31.55
60-1-000-001-5420.000 Interest Sec Dep	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5440.000 Rep Res Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5450.000 Residual Res Int Inc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5500.000 HUD Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Investment Revenue	0.13	-8.63	-6.25	0.04	-24.70	-56.25	31.55
TOTAL INVESTMENT INCOME	0.13	-8.63	-6.25	0.04	-24.70	-56.25	31.55
OTHER REVENUE							
Other Revenue							
60-1-000-001-5127.000 Office Rent Receipt	3.27	-212.50	-212.50	3.27	-1,912.50	-1,912.50	0.00
60-1-000-001-5900.000 Other Income	0.59	-38.54	0.00	0.07	-38.54	0.00	-38.54
60-1-000-001-5901.000 Income - LR Amps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5910.000 Laundry Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5920.000 Bad Check Charges	0.00	0.00	-3.33	0.00	0.00	-29.97	29.97
60-1-000-001-5920.100 Deposits Forfeited	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5922.000 Labor & Materials	11.29	-734.00	-350.00	4.74	-2,771.00	-3,150.00	379.00
60-1-000-001-5923.000 Misc Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5925.000 Late Charges	2.62	-170.00	-170.00	2.48	-1,453.00	-1,530.00	77.00
60-1-000-001-5926.000 Violation Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5930.000 Retained HAP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5979.000 Gifts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5990.300 T.S. Income - Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5991.000 ECRM Grant Inc-PL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-5992.500 Late Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	17.77	-1,155.04	-735.83	10.56	-6,175.04	-6,622.47	447.43
TOTAL OTHER REVENUE	17.77	-1,155.04	-735.83	10.56	-6,175.04	-6,622.47	447.43
TOTAL REVENUE	427.56	-27,791.67	-27,414.16	422.32	-247,054.74	-246,727.44	-327.30

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXPENSES							
OPERATING EXPENSES							
Administrative Salaries & Benefits							
60-1-000-001-6330.000 Manager's Salaries	35.38	2,299.50	2,483.33	36.76	21,507.15	22,349.97	-842.82
60-1-000-001-6330.001 Salary - Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6330.500 Manager's Benefits	10.74	697.88	766.67	10.94	6,400.32	6,900.03	-499.71
60-1-000-001-6330.501 Wellness Benefit-Admin	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Administrative Salaries & Benefits	46.11	2,997.38	3,250.00	47.71	27,907.47	29,250.00	-1,342.53
Admin Sundry							
60-1-000-001-6210.000 Admin. Advertisement	0.14	8.92	33.33	0.38	224.76	299.97	-75.21
60-1-000-001-6250.000 Misc. Rent Expense	0.26	17.00	83.33	1.31	765.00	749.97	15.03
60-1-000-001-6311.000 Office Expense-Prairie	0.62	40.00	150.00	1.18	687.74	1,350.00	-662.26
60-1-000-001-6311.050 Office Rental Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6311.100 Phone/Internet Service	2.76	179.20	180.00	2.59	1,517.26	1,620.00	-102.74
60-1-000-001-6311.150 IT Support	0.11	7.28	33.33	0.14	82.40	299.97	-217.57
60-1-000-001-6340.000 Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6350.000 Audit	0.00	0.00	75.00	0.00	0.00	675.00	-675.00
60-1-000-001-6350.500 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6360.000 Training - Staff	0.00	0.00	83.33	1.19	697.98	749.97	-51.99
60-1-000-001-6360.010 Training - Commiss	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6365.000 Travel - Staff	0.87	56.40	125.00	1.44	842.33	1,125.00	-282.67
60-1-000-001-6365.010 Travel - Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6370.000 Bad Debt	0.00	0.00	208.33	0.92	539.00	1,874.97	-1,335.97
60-1-000-001-6380.000 Consulting Services	0.00	0.00	100.00	0.00	0.00	900.00	-900.00
60-1-000-001-6380.500 Translating/Interp Serv.	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
60-1-000-001-6399.000 Other Administrative	0.00	0.00	175.00	0.00	0.00	1,575.00	-1,575.00
Total Admin Sundry	4.75	308.80	1,263.32	9.16	5,356.47	11,369.88	-6,013.41
Fee Expense							
60-1-000-001-6320.000 Management Fees	71.97	4,677.76	4,751.00	72.22	42,246.02	42,759.00	-512.98
60-1-000-001-6351.000 Bookkeeping Fees	8.86	576.00	488.00	8.89	5,202.00	4,392.00	810.00
60-1-000-001-6352.000 Computer Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Fee Expense	80.83	5,253.76	5,239.00	81.11	47,448.02	47,151.00	297.02
TOTAL OPERATING EXPENSES	131.69	8,559.94	9,752.32	137.97	80,711.96	87,770.88	-7,058.92
UTILITIES							
Utilities Expense							
60-1-000-001-6450.000 Utilities Electric	0.57	36.80	441.67	5.03	2,943.71	3,975.03	-1,031.32
60-1-000-001-6451.000 Utilities Water	14.41	936.69	791.67	14.46	8,459.07	7,125.03	1,334.04
60-1-000-001-6452.000 Utilities Gas	1.68	109.26	130.00	1.37	802.31	1,170.00	-367.69
60-1-000-001-6453.000 Utilities Sewer	13.59	883.25	766.67	13.73	8,030.49	6,900.03	1,130.46
Total Utilities	30.25	1,966.00	2,130.01	34.59	20,235.58	19,170.09	1,065.49
TOTAL UTILITIES	30.25	1,966.00	2,130.01	34.59	20,235.58	19,170.09	1,065.49
MAINTENANCE EXPENSES							
Maintenance Salaries							
60-1-000-001-6510.000 Maintenance Salaries	57.14	3,714.40	4,041.67	59.38	34,739.05	36,375.03	-1,635.98
60-1-000-001-6510.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6510.100 OT Maintenance	0.00	0.00	20.83	0.00	0.00	187.47	-187.47
60-1-000-001-6510.500 Maint. Employee Ben.	21.74	1,413.22	1,562.50	22.36	13,082.59	14,062.50	-979.91
60-1-000-001-6510.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance Salaries	78.89	5,127.62	5,625.00	81.75	47,821.64	50,625.00	-2,803.36

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Maintenance Supplies							
60-1-000-001-6515.010 Garbage/Trash Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6515.020 Heating/Cooling Supplies	3.00	195.12	100.00	1.71	1,000.07	900.00	100.07
60-1-000-001-6515.030 Snow Removal Supplies	0.52	33.59	45.83	0.06	33.59	412.47	-378.88
60-1-000-001-6515.050 Lndscape/Grnd Supplies	0.00	0.00	275.00	3.92	2,292.86	2,475.00	-182.14
60-1-000-001-6515.070 Electrical Supplies	0.80	52.00	116.67	1.26	736.64	1,050.03	-313.39
60-1-000-001-6515.080 Plumbing Supplies	11.88	772.52	208.33	1.97	1,154.06	1,874.97	-720.91
60-1-000-001-6515.100 Janitorial Supplies	0.66	42.90	58.33	0.95	552.94	524.97	27.97
60-1-000-001-6515.110 Routine Maint. Supplies	0.00	0.00	541.67	3.28	1,916.19	4,875.03	-2,958.84
60-1-000-001-6515.114 Painting Supplies - PL	0.77	49.99	125.00	2.25	1,319.08	1,125.00	194.08
60-1-000-001-6515.115 Refrigerators	0.00	0.00	79.17	0.00	0.00	712.53	-712.53
60-1-000-001-6515.116 Stoves	0.00	0.00	66.67	0.00	0.00	600.03	-600.03
60-1-000-001-6515.120 Other Misc. Supplies	0.48	31.18	83.33	0.99	577.66	749.97	-172.31
Total Maintenance Supplies	18.11	1,177.30	1,700.00	16.38	9,583.09	15,300.00	-5,716.91
Maintenance Contracts							
60-1-000-001-6516.000 Interior Repr/Repl-PL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6516.200 Carpet Repr/Repl-PL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6520.010 Garbage/Trash Contract	12.42	807.52	725.00	12.19	7,132.68	6,525.00	607.68
60-1-000-001-6520.020 Heat/Cool Contract	0.00	0.00	50.00	0.18	105.00	450.00	-345.00
60-1-000-001-6520.030 Snow Removal Contract	9.23	600.00	125.00	1.03	600.00	1,125.00	-525.00
60-1-000-001-6520.050 Landscape&Grnds Cont	0.00	0.00	100.00	0.35	207.00	900.00	-693.00
60-1-000-001-6520.070 Electrical Contract	0.00	0.00	16.67	0.00	0.00	150.03	-150.03
60-1-000-001-6520.080 Plumbing Contract	0.00	0.00	41.67	0.45	262.65	375.03	-112.38
60-1-000-001-6520.090 Extermin Contract	0.00	0.00	141.67	1.45	847.44	1,275.03	-427.59
60-1-000-001-6520.100 Janitorial	1.00	64.98	33.33	0.32	184.95	299.97	-115.02
60-1-000-001-6520.110 Routine Main. Contract	0.00	0.00	41.67	0.16	93.40	375.03	-281.63
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	0.00	500.00	0.00	0.00	4,500.00	-4,500.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	0.00	83.33	0.00	0.00	749.97	-749.97
Total Maintenance Contracts	22.65	1,472.50	1,858.34	16.12	9,433.12	16,725.06	-7,291.94
TOTAL MAINTENANCE	119.65	7,777.42	9,183.34	114.25	66,837.85	82,650.06	-15,812.21
TAXES & INSURANCE EXPENSE							
Taxes & Insurance Expense							
60-1-000-001-6710.000 PILOT - Real Estate Tax	18.71	1,216.23	1,440.08	18.60	10,880.20	12,960.72	-2,080.52
60-1-000-001-6720.000 Prpoerty Insurance	10.74	697.98	708.33	10.74	6,281.82	6,374.97	-93.15
60-1-000-001-6720.500 Equipment Insurance	0.66	42.63	45.83	0.66	383.67	412.47	-28.80
60-1-000-001-6721.000 Liability Insurance	2.45	158.95	162.50	2.45	1,430.55	1,462.50	-31.95
60-1-000-001-6721.500 PE & PO Insuranace	1.17	76.33	79.17	1.17	686.97	712.53	-25.56
60-1-000-001-6722.000 Work Comp Insurance	3.36	218.40	225.00	3.36	1,965.60	2,025.00	-59.40
60-1-000-001-6722.500 Auto Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6724.000 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6790.000 Other General Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6795.000 Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Taxes & Insurance Expense	37.08	2,410.52	2,660.91	36.97	21,628.81	23,948.19	-2,319.38
TOTAL TAXES & INSURANCE EXPENSE	37.08	2,410.52	2,660.91	36.97	21,628.81	23,948.19	-2,319.38
MISCELLANEOUS EXPENSE							
Financial Expenses							
60-1-000-001-6810.000 Interest Payable	31.88	2,072.37	2,333.33	33.06	19,342.73	20,999.97	-1,657.24
60-1-000-001-6860.000 Sec Dep Int	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Financial Expenses	31.88	2,072.37	2,333.33	33.06	19,342.73	20,999.97	-1,657.24

Date:
Time:
ll

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
December, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Amortization Expense							
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surplus Adjustments							
60-1-000-001-6010.000 Prior Yr Adj - PL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Provision for Reserve							
60-1-000-001-7010.000 Provision For Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditures							
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vandalism Expenditures							
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers In/Out							
60-1-000-001-9111.000 Operating Xfers - In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MISCELLANEOUS EXPENSE	31.88	2,072.37	2,333.33	33.06	19,342.73	20,999.97	-1,657.24
TOTAL EXPENSES BEFORE DEPRECIATION	350.56	22,786.25	26,059.91	356.85	208,756.93	234,539.19	-25,782.26
NET REVENUE/EXPENSES (PROFIT)/LOSS	77.01	-5,005.42	-1,354.25	65.47	-38,297.81	-12,188.25	-26,109.56
Depreciation Expense							
60-1-000-001-6600.000 Depreciation Expense	96.41	6,266.56	6,375.00	96.41	56,399.04	57,375.00	-975.96
Total Depreciation Expense	96.41	6,266.56	6,375.00	96.41	56,399.04	57,375.00	-975.96
TOTAL DEPRECIATION EXPENSE	96.41	6,266.56	6,375.00	96.41	56,399.04	57,375.00	-975.96
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	19.40	1,261.14	5,020.75	30.94	18,101.23	45,186.75	-27,085.52
TOTAL BOND PAYMENT	27.93	1,815.13	0.00	26.74	15,644.77	0.00	15,644.77

Knox County Housing Authority
BOARD - COCC CASH FLOW STATEMENT
December 31, 2018

COCC - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	52,334.13	56,930.00	470,026.45	512,370.00	-42,343.55	683,160.00
TOTAL OPERATING INCOME	52,334.13	56,930.00	470,026.45	512,370.00	-42,343.55	683,160.00
OPERATING EXPENSE						
Total Administration Expenses	33,178.08	39,845.82	331,620.75	358,612.38	-26,991.63	478,150.00
Total Tenant Services	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilities Expenses	529.17	466.67	3,067.22	4,200.03	-1,132.81	5,600.00
Total Maintenance Expenses	45.00	437.47	15,768.77	3,937.23	11,831.54	5,250.00
General Expense	1,298.00	1,347.83	11,732.07	12,130.47	-398.40	16,174.00
TOTAL ROUTINE OPERATING EXPENSES	35,050.25	42,097.79	362,188.81	378,880.11	-16,691.30	505,174.00
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Total Prov. for Operating Reserve	0.00	10,618.75	0.00	95,568.75	-95,568.75	127,425.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	35,050.25	52,716.54	362,188.81	474,448.86	-112,260.05	632,599.00
NET REVENUE/-EXPENSE PROFIT/-LOSS	17,283.88	4,213.46	107,837.64	37,921.14	69,916.50	50,561.00
Total Depreciation Expense	69.61	33.42	626.49	300.78	325.71	401.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	17,214.27	4,180.04	107,211.15	37,620.36	69,590.79	50,160.00

Knox County Housing Authority
BOARD - AMP001 CASH FLOW STATEMENT
December 31, 2018

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	77,846.28	63,290.27	604,163.45	569,612.43	34,551.02	759,483.00
TOTAL OPERATING INCOME	77,846.28	63,290.27	604,163.45	569,612.43	34,551.02	759,483.00
OPERATING EXPENSE						
Total Administration Expenses	24,078.36	25,651.67	217,073.99	230,865.03	-13,791.04	307,820.00
Total Tenant Services	60.98	75.00	118.05	675.00	-556.95	900.00
Total Utilities Expenses	11,653.97	5,995.84	59,432.88	53,962.56	5,470.32	71,950.00
Total Maintenance Expenses	17,749.61	24,772.90	226,893.59	222,956.10	3,937.49	297,275.00
General Expense	6,345.72	6,167.09	66,613.90	55,503.81	11,110.09	74,005.00
TOTAL ROUTINE OPERATING EXPENSES	59,888.64	62,662.50	570,132.41	563,962.50	6,169.91	751,950.00
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Total Prov. for Operating Reserve	0.00	-32,751.42	0.00	-294,762.78	294,762.78	-393,017.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	59,888.64	29,911.08	570,132.41	269,199.72	300,932.69	358,933.00
NET REVENUE/EXPENSE PROFIT/-LOSS	17,957.64	33,379.19	34,031.04	300,412.71	-266,381.67	400,550.00
Total Depreciation Expense	29,693.23	33,333.33	267,239.07	299,999.97	-32,760.90	400,000.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-11,735.59	45.86	-233,208.03	412.74	-233,620.77	550.00

Knox County Housing Authority
BOARD - AMP002 CASH FLOW STATEMENT
December 31, 2018

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	98,610.30	75,377.34	685,130.73	678,396.06	6,734.67	904,528.12
TOTAL OPERATING INCOME	98,610.30	75,377.34	685,130.73	678,396.06	6,734.67	904,528.12
OPERATING EXPENSE						
Total Administration Expenses	29,684.34	31,885.43	275,810.24	286,968.87	-11,158.63	382,625.21
Total Tenant Services	0.00	777.03	8,849.53	6,993.27	1,856.26	9,324.44
Total Utilities Expenses	2,479.18	1,918.93	16,012.47	17,270.37	-1,257.90	23,027.22
Total Maintenance Expenses	36,823.02	39,305.26	334,893.91	353,747.34	-18,853.43	471,663.07
General Expense	4,902.82	5,728.14	62,982.50	51,553.26	11,429.24	68,737.62
TOTAL ROUTINE OPERATING EXPENSES	73,889.36	79,614.79	698,548.65	716,533.11	-17,984.46	955,377.56
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Total Prov. for Operating Reserve	0.00	-4,237.45	0.00	-38,137.05	38,137.05	-50,849.44
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	73,889.36	75,377.34	698,548.65	678,396.06	20,152.59	904,528.12
NET REVENUE/EXPENSE PROFIT/-LOSS	24,720.94	0.00	-13,417.92	0.00	-13,417.92	0.00
Total Depreciation Expense						
Total Depreciation Expense	22,250.00	22,916.67	200,250.00	206,250.03	-6,000.03	275,000.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	2,470.94	-22,916.67	-213,667.92	-206,250.03	-7,417.89	-275,000.00

Knox County Housing Authority
BOARD - AMP003 CASH FLOW STATEMENT
December 31, 2018

BLUEBELL - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	21,445.08	18,756.25	191,316.07	168,806.25	22,509.82	225,075.00
TOTAL OPERATING INCOME	21,445.08	18,756.25	191,316.07	168,806.25	22,509.82	225,075.00
OPERATING EXPENSE						
Total Administration Expenses	9,811.20	10,281.40	91,001.36	92,532.60	-1,531.24	123,377.00
Total Tenant Services	0.00	41.67	143.95	375.03	-231.08	500.00
Total Utilities Expenses	2,836.32	1,625.00	17,329.87	14,625.00	2,704.87	19,500.00
Total Maintenance Expenses	5,353.42	5,893.75	77,500.55	53,043.75	24,456.80	70,725.00
General Expense	2,328.02	2,866.08	21,961.35	25,794.72	-3,833.37	34,393.00
TOTAL ROUTINE OPERATING EXPENSES	20,328.96	20,707.90	207,937.08	186,371.10	21,565.98	248,495.00
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Total Prov. for Operating Reserve	0.00	-1,951.67	0.00	-17,565.03	17,565.03	-23,420.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	20,328.96	18,756.23	207,937.08	168,806.07	39,131.01	225,075.00
NET REVENUE/EXPENSE PROFIT/-LOSS						
	1,116.12	0.02	-16,621.01	0.18	-16,621.19	0.00
Total Depreciation Expense						
Total Depreciation Expense	13,730.60	0.00	123,575.40	0.00	123,575.40	0.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-12,614.48	0.02	-140,196.41	0.18	-140,196.59	0.00

Knox County Housing Authority
BOARD - LOW RENT CASH FLOW STATEMENT
December 31, 2018

COCC, MT, FAMILY, BB COMBINED OS	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	250,235.79	214,353.86	1,950,636.70	1,929,184.74	21,451.96	2,572,246.12
TOTAL OPERATING INCOME	250,235.79	214,353.86	1,950,636.70	1,929,184.74	21,451.96	2,572,246.12
OPERATING EXPENSE						
Total Administration Expenses	96,751.98	107,664.32	915,506.34	968,978.88	-53,472.54	1,291,972.21
Total Tenant Services	60.98	893.70	9,111.53	8,043.30	1,068.23	10,724.44
Total Utilities Expenses	17,498.64	10,006.44	95,842.44	90,057.96	5,784.48	120,077.22
Total Maintenance Expenses	59,971.05	70,409.38	655,056.82	633,684.42	21,372.40	844,913.07
General Expense	14,874.56	16,109.14	163,289.82	144,982.26	18,307.56	193,309.62
TOTAL ROUTINE OPERATING EXPENSES	189,157.21	205,082.98	1,838,806.95	1,845,746.82	-6,939.87	2,460,996.56
Total Non-Routine Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Credit & Charges	0.00	0.00	0.00	0.00	0.00	0.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Total Prov. for Operating Reserve	0.00	-28,321.79	0.00	-254,896.11	254,896.11	-339,861.44
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	189,157.21	176,761.19	1,838,806.95	1,590,850.71	247,956.24	2,121,135.12
NET REVENUE/EXPENSE PROFIT/-LOSS	61,078.58	37,592.67	111,829.75	338,334.03	-226,504.28	451,111.00
Total Depreciation Expense	65,743.44	56,283.42	591,690.96	506,550.78	85,140.18	675,401.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-4,664.86	-18,690.75	-479,861.21	-168,216.75	-311,644.46	-224,290.00

**Knox County Housing Authority
BOARD - HCV CASH FLOW STATEMENT
December 31, 2018**

	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	10,352.55	9,037.50	91,047.70	81,337.50	9,710.20	108,450.00
TOTAL ADMIN OPERATING INCOME	10,352.55	9,037.50	91,047.70	81,337.50	9,710.20	108,450.00
OPERATING EXPENSES						
Total Admin Expenses	6,782.58	10,120.83	66,993.70	91,087.47	-24,093.77	121,450.00
Total Fees Expenses	3,861.00	3,666.33	32,799.00	32,996.97	-197.97	43,996.00
Total General Expenses	742.52	564.58	6,546.98	5,081.22	1,465.76	6,775.00
TOTAL OPERATING EXPENSES	11,386.10	14,351.74	106,339.68	129,165.66	-22,825.98	172,221.00
Total Surplus Adjustments	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENSES	11,386.10	14,351.74	106,339.68	129,165.66	-22,825.98	172,221.00
NET REVENUE PROFIT/-LOSS						
	-1,033.55	-5,314.24	-15,291.98	-47,828.16	32,536.18	-63,771.00
Total Depreciation Expense	0.00	18.75	0.00	168.75	-168.75	225.00
NET REVENUE w/Depreciation PROFIT/-LOSS	-1,033.55	-5,332.99	-15,291.98	-47,996.91	32,704.93	-63,996.00
HAP - OPERATING STATEMENT						
HAP INCOME						
Total Income	72,544.50	55,206.08	661,924.50	496,854.72	165,069.78	662,473.00
TOTAL HAP INCOME	72,544.50	55,206.08	661,924.50	496,854.72	165,069.78	662,473.00
HAP EXPENSES						
Total HAP Expenses	78,798.00	80,416.66	665,126.00	723,749.94	-58,623.94	965,000.00
Total General HAP Expenses	0.00	-62.50	-272.25	-562.50	290.25	-750.00
TOTAL HAP EXPENSES	78,798.00	80,354.16	664,853.75	723,187.44	-58,333.69	964,250.00
Total Prior Year Adj HAP	0.00	0.00	0.00	0.00	0.00	0.00
REMAINING HAP from RESERVE +/-LOSS	-6,253.50	-25,148.08	-2,929.25	-226,332.72	223,403.47	-301,777.00

Knox County Housing Authority
BOARD - BRENTWOOD CASH FLOW STATEMENT
December 31, 2018

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	31,917.66	31,686.25	287,611.33	285,176.25	2,435.08	380,235.00
TOTAL OPERATING INCOME	31,917.66	31,686.25	287,611.33	285,176.25	2,435.08	380,235.00
OPERATING EXPENSE						
Total Administration Expenses	3,494.39	4,692.51	34,431.07	42,232.59	-7,801.52	56,310.00
Total Fee Expenses	5,828.39	5,803.00	52,455.51	52,227.00	228.51	69,636.00
Total Utilities Expenses	2,315.59	2,250.00	15,929.32	20,250.00	-4,320.68	27,000.00
Total Maintenance Expenses	7,023.57	13,669.15	179,551.89	123,022.35	56,529.54	164,030.00
Total Taxes & Insurance Expense	2,624.91	2,644.17	23,880.09	23,797.53	82.56	31,730.00
Total Financial Expenses	2,072.38	2,333.33	19,342.77	20,999.97	-1,657.20	28,000.00
TOTAL ROUTINE OPERATING EXPENSE	23,359.23	31,392.16	325,590.65	282,529.44	43,061.21	376,706.00
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ALL EXPENSES BEFORE DEPRECIATION	23,359.23	31,392.16	325,590.65	282,529.44	43,061.21	376,706.00
NET REVENUE PROFIT/-LOSS						
	8,558.43	294.09	-37,979.32	2,646.81	-40,626.13	3,529.00
Total Depreciation Expense						
	7,033.56	5,291.67	63,302.04	47,625.03	15,677.01	63,500.00
NET REVENUE w/Depreciation PROFIT/-LOSS	1,524.87	-4,997.58	-101,281.36	-44,978.22	-56,303.14	-59,971.00

Knox County Housing Authority
BOARD - PRAIRIELAND CASH FLOW STATEMENT
December 31, 2018

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	27,791.67	27,414.16	247,054.74	246,727.44	327.30	328,970.00
TOTAL OPERATING INCOME	27,791.67	27,414.16	247,054.74	246,727.44	327.30	328,970.00
OPERATING EXPENSE						
Total Administration Expenses	3,306.18	4,513.32	33,263.94	40,619.88	-7,355.94	54,160.00
Total Fee Expenses	5,253.76	5,239.00	47,448.02	47,151.00	297.02	62,868.00
Total Utilities Expenses	1,966.00	2,130.01	20,235.58	19,170.09	1,065.49	25,560.00
Total Maintenance Expenses	7,777.42	9,183.34	66,837.85	82,650.06	-15,812.21	110,200.00
Total Taxes & Insurance Expense	2,410.52	2,660.91	21,628.81	23,948.19	-2,319.38	31,931.00
Total Financial Expenses	2,072.37	2,333.33	19,342.73	20,999.97	-1,657.24	28,000.00
TOTAL ROUTINE OPERATING EXPENSE	22,786.25	26,059.91	208,756.93	234,539.19	-25,782.26	312,719.00
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ALL EXPENSES BEFORE DEPRECIATION	22,786.25	26,059.91	208,756.93	234,539.19	-25,782.26	312,719.00
NET REVENUE PROFIT/-LOSS						
	5,005.42	1,354.25	38,297.81	12,188.25	26,109.56	16,251.00
Total Depreciation Expense						
	6,266.56	6,375.00	56,399.04	57,375.00	-975.96	76,500.00
NET REVENUE w/Depreciation PROFIT/-LOSS	-1,261.14	-5,020.75	-18,101.23	-45,186.75	27,085.52	-60,249.00

Knox County Housing Authority
BOARD - AHP CASH FLOW STATEMENT
December 31, 2018

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	59,709.33	59,100.41	534,666.07	531,903.69	2,762.38	709,205.00
TOTAL OPERATING INCOME	59,709.33	59,100.41	534,666.07	531,903.69	2,762.38	709,205.00
OPERATING EXPENSE						
Total Administration Expenses	6,800.57	9,205.83	67,695.01	82,852.47	-15,157.46	110,470.00
Total Fee Expenses	11,082.15	11,042.00	99,903.53	99,378.00	525.53	132,504.00
Total Utilities Expenses	4,281.59	4,380.01	36,164.90	39,420.09	-3,255.19	52,560.00
Total Maintenance Expenses	14,800.99	22,852.49	246,389.74	205,672.41	40,717.33	274,230.00
Total Taxes & Insurance Expense	5,035.43	5,305.08	45,508.90	47,745.72	-2,236.82	63,661.00
Total Financial Expenses	4,144.75	4,666.66	38,685.50	41,999.94	-3,314.44	56,000.00
TOTAL ROUTINE OPERATING EXPENSE	46,145.48	57,452.07	534,347.58	517,068.63	17,278.95	689,425.00
Total Amortization Expense	0.00	0.00	0.00	0.00	0.00	0.00
Total Provision for Reserve	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Vandalism Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers In/Out	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ALL EXPENSES BEFORE DEPRECIATION	46,145.48	57,452.07	534,347.58	517,068.63	17,278.95	689,425.00
NET REVENUE PROFIT/-LOSS						
	13,563.85	1,648.34	318.49	14,835.06	-14,516.57	19,780.00
Total Depreciation Expense						
	13,300.12	11,666.67	119,701.08	105,000.03	14,701.05	140,000.00
NET REVENUE w/Depreciation PROFIT/-LOSS	263.73	-10,018.33	-119,382.59	-90,164.97	-29,217.62	-120,220.00

Knox County Housing Authority
CLAIMS REPORT - LOW RENT
December, 2018

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	21,367.21	21,812.37	-445.16	197,507.51
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	15,953.84	15,587.76	366.08	144,906.32
Administrative Expenses	650.88	3,721.03	-3,070.15	8,325.83
Teneant Services	60.98	87.19	-26.21	118.05
Utilities	11,653.97	7,252.58	4,401.39	59,432.88
Maintenance Supplies/Contracts	3,856.04	7,211.67	-3,355.63	92,899.49
Mileage	0.00	0.00	0.00	0.00
General Expenses	6,345.72	6,329.00	16.72	66,613.90
Non-Routine Expense	0.00	2,415.60	-2,415.60	0.00
TOTAL MOON TOWERS CLAIMS	59,888.64	64,417.20	-4,528.56	569,803.98
AMP002 - FAMILY				
Salaries	41,967.43	40,483.54	1,483.89	384,741.68
Employee W/H Payments	468.86	0.00	468.86	2,105.76
Management Fees	16,889.74	15,639.25	1,250.49	152,653.82
Administrative Expenses	1,489.80	4,295.58	-2,805.78	20,928.59
Teneant Services	0.00	33.76	-33.76	3,825.04
Utilities	2,479.18	2,666.99	-187.81	16,012.47
Maintenance Supplies/Contracts	6,160.39	16,051.17	-9,890.78	57,440.19
Mileage	0.00	0.00	0.00	-35.64
General Expenses	4,902.82	4,260.08	642.74	62,982.50
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	74,358.22	83,430.37	-9,072.15	700,654.41
AMP003 - BLUEBELL				
Salaries	7,859.92	9,728.78	-1,868.86	76,943.71
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,539.50	4,514.01	25.49	41,292.48
Administrative Expenses	751.79	1,479.85	-728.06	7,592.41
Teneant Services	0.00	0.00	0.00	143.95
Utilities	2,836.32	2,362.46	473.86	17,329.87
Maintenance Supplies/Contracts	2,013.41	1,387.64	625.77	42,673.31
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,328.02	2,275.57	52.45	21,961.35
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	20,328.96	21,748.31	-1,419.35	207,937.08
COCC				
Salaries	29,756.73	29,632.49	124.24	277,660.27
Employee W/H Payments	-462.69	65.13	-527.82	-3,460.42
Management Fees	0.00	0.00	0.00	0.00
Administrative Expenses	3,421.35	11,739.56	-8,318.21	53,980.36
Teneant Services	0.00	0.00	0.00	0.00
Utilities	529.17	426.80	102.37	3,067.22
Maintenance Supplies/Contracts	45.00	23,028.57	-22,983.57	15,748.89
Mileage	0.00	0.00	0.00	0.00
General Expenses	1,298.00	1,030.43	267.57	11,732.07
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	34,587.56	65,922.98	-31,335.42	358,728.39
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	100,951.29	101,657.18	-705.89	936,853.17
Employee W/H Payments	6.17	65.13	-58.96	-1,354.66
Management Fees	37,383.08	35,741.02	1,642.06	338,852.62
Administrative Expenses	6,313.82	21,236.02	-14,922.20	90,827.19
Teneant Services	60.98	120.95	-59.97	4,087.04
Utilities	17,498.64	12,708.83	4,789.81	95,842.44
Maintenance Supplies	12,074.84	47,679.05	-35,604.21	208,761.88
Mileage	0.00	0.00	0.00	-35.64
General Expenses	14,874.56	13,895.08	979.48	163,289.82
Non-Routine Expenses	0.00	2,415.60	-2,415.60	0.00
TOTAL LOW RENT CLAIMS	189,163.38	235,518.86	-46,355.48	1,837,123.86

Knox County Housing Authority
CLAIMS REPORT - AHP / HCV
December, 2018

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	8,125.18	8,331.47	-206.29
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,828.39	6,463.20	-634.81
Administrative Expenses	496.98	379.45	117.53
Utilities	2,315.59	884.90	1,430.69
Maintenance Supplies/Contracts	1,895.80	7,248.27	-5,352.47
Tax & Insurance Expenses	2,624.91	2,555.47	69.44
Finacial Expenses	2,072.38	2,184.48	-112.10
TOTAL BRENTWOOD CLAIMS	23,359.23	28,047.24	-4,688.01
PRAIRIELAND			
Salaries	8,125.00	8,331.19	-206.19
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,253.76	5,903.13	-649.37
Administrative Expenses	308.80	234.91	73.89
Utilities	1,966.00	546.31	1,419.69
Maintenance Supplies/Contracts	2,649.80	2,150.21	499.59
Taxes & Insurance Expenses	2,410.52	2,404.12	6.40
Financial Expenses	2,072.37	2,184.47	-112.10
TOTAL PRAIRIELAND CLAIMS	22,786.25	21,754.34	1,031.91
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	16,250.18	16,662.66	-412.48
Employee W/H Payments	0.00	0.00	0.00
Management Fees	11,082.15	12,366.33	-1,284.18
Administrative Expenses	805.78	614.36	191.42
Utilities	4,281.59	1,431.21	2,850.38
Maintenance Supplies	4,545.60	9,398.48	-4,852.88
Taxes & Insurance Expenses	5,035.43	4,959.59	75.84
Financial Expenses	4,144.75	4,368.95	-224.20
TOTAL AHP CLAIMS	46,145.48	49,801.58	-3,656.10
HOUSING CHOICE VOUCHER - HCV			
Salaries	6,449.15	6,429.60	19.55
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,861.00	5,449.50	-1,588.50
Administrative Expenses	333.43	777.53	-444.10
General Expense-Admin	742.52	668.22	74.30
Total HCV Expenses	11,386.10	13,324.85	-1,938.75
HAP Expenses	78,798.00	68,517.33	10,280.67
General Expenses	0.00	0.00	0.00
Total HAP Expenses	78,798.00	68,517.33	10,280.67
TOTAL HCV CLAIMS	90,184.10	81,842.18	8,341.92

Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
December, 2018

	Current Period	Last Year Same	Current Year	Cumulative
CFG 2018 - \$1,032,694				
Admin. / Operations	0.00	0.00	0.00	0.00
General CFP Activity	0.00	0.00	0.00	0.00
TOTAL CFG 2018 CLAIMS	0.00	0.00	0.00	0.00
CFG 2017 - \$673,386				
Admin. / Operations	0.00	0.00	0.00	0.00
General CFP Activity	33,801.53	0.00	75,512.43	75,512.43
TOTAL CFG 2017 CLAIMS	33,801.53	0.00	75,512.43	75,512.43
CFG 2016 - \$608,598				
Admin. / Operations	0.00	0.00	0.00	0.00
Fees & Costs	0.00	0.00	0.00	14,000.00
Site Improvement	0.00	0.00	0.00	0.00
Dwelling Structure	306,822.59	0.00	534,901.62	594,598.00
Dwelling Equipment	0.00	0.00	0.00	0.00
Non-Dwelling Equipment	0.00	0.00	0.00	0.00
TOTAL CFG 2016 CLAIMS	306,822.59	0.00	534,901.62	608,598.00
TOTAL CFG GRANT(S) CLAIMS	340,624.12	0.00	610,414.05	684,110.43

Knox County Housing Authority
CLAIMS REPORT TOTALS
December, 2018

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
<hr/>				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	59,888.64	64,417.20	-4,528.56	570,132.41
AMP002 - FAMILY	74,358.22	83,430.37	-9,072.15	700,654.41
AMP003 - BLUEBELL	20,328.96	21,748.31	-1,419.35	207,937.08
COCC	34,587.57	65,922.99	-31,335.42	358,759.15
TOTAL LOW RENT	189,163.39	235,518.87	-46,355.48	1,837,483.05
<u>A.H.P.</u>				
BRENTWOOD	23,359.23	28,047.24	-4,688.01	325,590.65
PRAIRIELAND	22,786.25	22,204.34	581.91	208,756.93
TOTAL A.H.P.	46,145.48	50,251.58	-4,106.10	534,347.58
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	11,386.10	13,324.85	-1,938.75	106,339.68
TOTAL HCV	11,386.10	13,324.85	-1,938.75	106,339.68
<u>GRANTS</u>				
CAPITAL FUND GRANT '18	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT '17	33,801.53	0.00	33,801.53	75,512.43
CAPITAL FUND GRANT '16	306,822.59	0.00	306,822.59	534,901.62
TOTAL GRANTS	340,624.12	0.00	340,624.12	610,414.05
<hr/>				
TOTAL CLAIMS FOR MONTH	587,319.09	299,095.30	288,223.79	3,088,584.36

RESOLUTION 2019-01

1/29/2019

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2018

Article I. Background

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

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

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

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

Article II. Recommendation

It is the recommendation of the Executive Director the Board resolve the presented debts in the amount of \$18,460.74 effective for the period ending December 31, 2018.

RESOLUTION 2019-01

1/29/2019

Board of Commissioners

Derek Antoine, Executive Director

Approval of Bad Debt Charge-Offs for the period ending December 31, 2018

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

1. The above recitals are true and correct, and together with the report from the Executive Director, form the Board's actions as set forth in this Resolution.
2. The Board of Commissioners of the Knox County Housing Authority hereby approves the charge-off of uncollectible debt in the amount of \$18,460.74 for the period ending December 31, 2018.
3. The Executive Director or designate is hereby authorized to charge-off uncollectible debt on behalf of the Knox County Housing Authority as provided in this Resolution.
4. This Resolution shall be effective in accordance with federal regulations and be effective as of December 31, 2018.

RESOLVED: January 29, 2019

Lomac Payton, Chairperson

Thomas Dunker, Vice-Chairperson

Paula Sanford, Resident Commissioner

Paul Stewart, Commissioner

Wayne Allen, Commissioner

Jared Hawkinson, Commissioner

Ben Burgland, Commissioner

Derek Antoine, Secretary/Executive Director (Attest)

RE: Approval of Bad Debt Charge-Offs for the period ending December 31, 2018

Moon Towers' 3rd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Rhonda	Keith	MT035-6	\$2,980.50	
Sedeerah	Williams	MT042-10	\$1,540.50	
Brian	Mackie	MT096-12	\$200.00	
Danny	Turner	MT131-12	\$665.00	
Georgette	Frymire	MT155-11	\$82.50	

Moon Towers' 3rd Qtr Bad Debt Write-Off Total \$5,468.50

Family's 3rd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Pepsi	Smith	F234	\$415.50	
Letisha	Coulter	F253	\$87.75	
Lindsey	Woodruff	F276	\$1,399.25	
Oreena	Gray	F317	\$271.45	
Renee	Lee	F319	\$5.25	
Brandi	Reckman	F322	\$4,010.50	
Michala	Nunn	F335	\$1,289.75	
Fleurette	Comes	F339	\$247.95	
Tonia	Anderson	F341	\$1,848.50	

Family's 3rd Qtr Bad Debt Write-Off Total \$9,575.90

Bluebell's 3rd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
None				

Bluebell's 3rd Qtr Bad Debt Write-Off Total \$0.00

Housing Choice Voucher's 3rd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Chelsea	Churn	VF8002-1	\$686.30	

HCV 3rd Qtr Bad Debt Write-Off Total \$686.30

AHP 3rd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
DeVaughn	Kirksey	BW B6-6	\$270.50	
Beghtol	Robert	BW H5-4	\$467.00	
Beghtol (Morris)	Jane	BW H5-4	\$0.00	
Julie	Bayne	PL 22-3	\$617.00	
Taylor	Bayne	PL 22-3	\$617.00	
Tracy	Underwood	PL 3 4-2	\$532.00	
Douglas	Bowman	PL 47-4	\$0.00	
Jeffery	Birditt	PL 47-4	\$0.00	
Misty	Bowman	PL 47-4	\$150.00	
Tammy	Hainline	PL 6-1	\$76.54	

AHP 3rd Qtr Bad Debt Write-Off Total \$2,730.04

Total 3rd Qtr FYE 2019 Bad Debt Write-Offs	\$18,460.74
---	--------------------

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 01/23/2019

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 01/29/2019

SUBJECT: Application for Payment #5 – Hein Construction

Executive Summary

At the 03/26/2018 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:

- Construction of two 3-bedroom buildings (4 dwelling units total)
- Construction of one 4-bedroom building (2 dwelling units total)
- Rehabilitation of one existing 5-bedroom unit by building an addition onto the dwelling unit
- Development/upgrade of hearing and vision impaired equipment in 4 dwelling units

Please see the attached Construction Observation Report for additional information from the 01/04/2019 progress meeting.

Alliance Architecture was on site for a progress meeting on 01/04/2019. Alliance Architecture has reviewed and signed approval for Pay Request #5.

Fiscal Impact

This application for payment will be paid from 2016, 2017 and 2018 Capital Fund grants as approved at the 03/26/2018 Regular Meeting of the Board.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve Application for Payment #5 from Hein Construction in the amount of \$261,868.50 for the period to 12/28/2018.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side)

PAGE ONE OF 11 PAGES

TO (OWNER) Knox Co. Housing Authority
255 W. Tompkins St.
Galesburg, IL 61401

PROJECT: 504 Modifications-Phase 2
Scattered Sites
Whispering Hollow & Woodland Bend

APPLICATION NO: 5
PERIOD TO: 12/28/18

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM (CONTRACTOR): **Hein Construction Co., Inc.**
56 North Cedar Street
Galesburg, IL - 61401

VIA (ARCHITECT):
Alliance Architecture
929 Lincolnway East, Suite 200
South Bend, Indiana 46601

ARCHITECT'S PROJECT NO: 1910
CONTRACT DATE:

CONTRACT FOR: **General Contractor**

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTONS
TOTAL		
Approved this month		
Number	Date Approved	
TOTALS	0.00	0.00
Net change by Change Orders \$0.00		

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

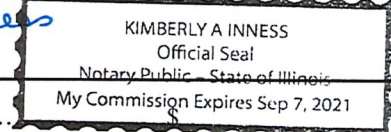
CONTRACTOR: HEIN CONSTRUCTION CO., INC.

BY: [Signature] Date: 12/21/18

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

1. ORIGINAL CONTRACT SUM.....\$	2,003,000.00	✓
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1+2)	2,003,000.00	✓
4. TOTAL COMPLETED & STORED TO DATE.....\$	1,091,520.80	✓
(Column G on G703)		
5. RETAINAGE:		
a. 10 % of Completed Work.....\$	109,152.08	✓
(Column D+E on G703)		
b. % of Stored Material	\$	
(Column F on G703)		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 109,152.08	✓
6. TOTAL EARNED LESS RETAINAGE	\$ 982,368.72	✓
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 720,500.22	✓
8. CURRENT PAYMENT DUE.....\$	261,868.50	✓
9. BALANCE TO FINISH, PLUS RETAINAGE	\$ 1,020,631.28	✓
(Line 3 less Line 6)		

State of: Illinois County of: Knox
Subscribed and sworn to before me this 21st day of December 2018
Notary Public: [Signature]
My Commission expires: 9/7/21



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's 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\$ 261,868.50
(Attach explanation if ~~any~~ any from the amount applied for.)
ARCHITECT: [Signature] **Alliance Architecture**
929 Lincolnway East, Suite 200
BY: [Signature] **South Bend, Indiana 46601** Date: 12/27/18
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.

CONSTRUCTION OBSERVATION REPORT

Owner (DA,CL) x
Architect x
Contractor (DM) x



PROJECT: 504 MODIFICATIONS - PHASE 2
SCATTERED SITES
Whispering Hollow & Woodland Bend
Knox County Housing Authority
Galesburg, Illinois

REPORT NO. 5

CONTRACTOR: Hein Construction Co., Inc.
9130 N. Industrial Road
Peoria, IL 61615

Date: 1/4/19 Time: 8:30 a.m. Weather: Sunny Temp. Range: 36°

Present At Site: Masons, Plumbers, Carpenters, Gypsum Board Mechanics, and Laborers.

WORK IN PROGRESS

Brick installation at Buildings B-HC-1 and B-HC-2; gypsum board installation at Building B-HC-1; plumbing and framing at Building C-HC-1; and backboard installation at the Basketball Court.

OBSERVATIONS

Demising wall issues have been addressed at all three buildings. At Building C-HC-1, 2 x 6 studs have been replaced with staggered 2 x 4 studs per the original detail. Installation of resilient channels and/or additional gypsum board is underway at both "B" buildings.

Gypsum board installation is largely complete at the "B" buildings, including installation of cement board at tile areas in each bathroom. Mechanical equipment (furnace, water heater, ERV, etc.) have been installed at "B" buildings. Ductwork is largely complete at the "C" building.

Roofing installation is complete at Building C. Brick installation is well underway at both "B" buildings.

Backboard installation is underway at basketball poles on the Basketball Court. Railing is on site and will be installed in the coming days.

At Building D, utility services have been disconnected, excavation completed and footings for the addition poured. Contractor expects to be able to pour the floor slab early next week. Owner is salvaging interior components as desired prior to the start of interior demolition.

PROGRESS MEETING

A progress meeting was held on site with Cheryl Lefler (Knox County Housing Authority), Dave Marshall (Hein Construction), and Mark Burrell (Alliance Architecture) present. The following items were discussed.

1. Contractor has submitted a revised schedule (attached). The project appears to be on schedule for completion prior to the 11/3 Substantial Completion date.
2. Contractor proposed substituting specified fiber cement board window lineal trim with aluminum wrapped trim, matching trim on existing buildings. Owner is amenable to such a change. Color will be prefinished aluminum color most closely matching shutter color. Contractor shall submit color samples for final selection. This is a no-cost change.
3. Security screen colors were discussed. Owner would like screen color to match those on existing buildings. Contractor will provide metal color samples of security screen manufacturer's brown for Owner's review.

PROGRESS MEETING (Cont.)

4. Vinyl stair tread cover color was discussed. Owner would prefer a marble-type color to match the covers at the existing units. Contractor will provide samples to Owner for selection.
5. Interior window sill color was discussed. Almond was selected by Owner from samples provided by the Contractor.
6. Hollow metal door and frame color was discussed. Hollow metal doors and frames shall be painted Sherwin-Williams 6119 "Antique White".
7. Stain color for oak treads and risers was discussed. Stair treads and risers shall be Fireside.
8. Owner will provide mini-blind color to Contractor.
9. Contractor will submit request to substitute Advanta H/C vanity enclosure for the specified Rakks bracket and finish panels. The Owner prefers the vanity enclosure option due to the side closure panels. A substitution request will be approved provided vanity enclosure complies with all 504 clearance requirements. This will be a no-cost change.
10. ERV access panels were discussed. Due to the available space in the soffit, it will not be possible to install a gypsum board panel that lifts and slides out of the way to access the ERV. Any access panel would need to either hinge down or drop down to allow access. After substantial discussion, Contractor proposed a gypsum board panel attached to the soffit framing with tamper-resistant screws concealed by trim, which could be removed by KCHA maintenance only to change filters and adjust unit settings. This solution was deemed acceptable on the condition the installation is constructed in an aesthetically pleasing manner. See Action Requested/Items Verified this report.
11. Installation locations and equipment required at designated A/V units were discussed. It is understood that each sleeping area will receive visual indicators. Architect will provide guidance regarding location of visual indicators for doorbell system.

ACTION REQUESTED/ITEMS VERIFIED

1. Contractor shall submit drawings showing how access panel and trims will be installed at ERV unit to Architect prior to final installation.
2. The Color Schedule has been updated and reissued (see attached).

REPORTED BY: _____


Mark A. Burrell

EXECUTIVE DIRECTOR'S REPORT JANUARY 2019

*Building Community, People, and Partnerships.
We are the Knox County Housing Authority.*



BUILDING COMMUNITY, PEOPLE, AND PARTNERSHIPS



EXECUTIVE SUMMARY

Executive Summary

REGULAR MEETING – KCHA BOARD OF COMMISSIONERS

Tuesday, January 29, 2019
Moon Towers Conference Room
255 W. Tompkins St.
Galesburg, IL 61401

TRAINING AND DEVELOPMENT SUMMARY

The following information details training and development attended or presented by executive level staff during the month of January 2019:

Staff	Date	Training
Derek Antoine	01/15/2019	HQS Inspections (Trainer)
Derek Antoine	01/31/2019	PHAS (Trainer)

POLICY/OPERATIONS

Accounting and Finance

- The Finance Department closed the financials for December 2018.
- The Finance Committee did not meet for the month of January 2019. Full December 2018 financials will be presented to the Board at the regular meeting.
- Outstanding Debt Collection update as of January 25, 2019:
 - Knox County Housing Authority has submitted \$997,896.75 in uncollectible debt.
 - Through various collection methods, the agency has collected \$102,731.28 in offsets of the above total.
 - KCHA is recovering at a rate of approximately 10.29% of uncollectible debt reported.

EXECUTIVE SUMMARY

Human Resources

Employee of the Month for January 2019 will be selected prior to the 01/29/2019 regular Board meeting. At its discretion, the Board will be apprised of the employee selection and the merit for the award.

Facilities

No report this period.

Legislative/Advocacy Update

GOVERNMENT SHUTDOWN UPDATE: At the time of this report, the partial government shutdown affecting HUD programs is entering day 35. Various HUD programs, including the public housing and housing choice voucher programs, are fully funded through February 2019. If the shutdown lingers past February, the Knox County Housing Authority will be required to rely on agency reserves for portions of funding for agency operations.

The table below represents the impact to the housing programs at the agency, and demonstrates the ability of the agency to continue operations at current levels.

Public Housing	FYE 2019 Avg, Mo. Expense	FYE 2019 Avg, Rent Income	Deficit	Program Reserves	Operating Months
Moon Towers	\$ 63,348.00	\$ 33,330.00	\$ 30,018.00	\$ 527,525.00	17.57
Family Sites	\$ 77,617.00	\$ 14,533.00	\$ 63,084.00	\$ 397,380.00	6.30
Blue Bell Tower	\$ 23,105.00	\$ 14,054.00	\$ 9,051.00	\$ 55,806.62	6.17
PH Program Total	\$ 164,070.00	\$ 61,917.00	\$ 102,153.00	\$ 980,711.62	

HCVP	FYE 2019 Avg, Mo. Expense	Program Reserves	HUD Held Reserves	Total Available Reserves	Operating Months
HAP (NRP)	\$ 73,548.00	\$ 18,071.00	\$ 100,000.00	\$ 118,071.00	1.61
Admin Fees (UNP)	\$ 11,816.00	\$ 121,831.00	\$ -	\$ 121,831.00	10.31
HCV Program Total	\$ 85,364.00	\$ 139,902.00	\$ 100,000.00	\$ 239,902.00	2.81

The impact is less concerning in the short-term for the Capital Fund Program (CFP). The agency has access to CFP 2017 and CFP 2018 funds, which will fully pay for the substantial 504 modernization project at the Family Sites.

If the shutdown continues to linger beyond February, the agency will evaluate areas of essential operation, make necessary adjustments to spending, and consider transfers from the COCC to cover expenses.

EXECUTIVE SUMMARY

Public Relations

No report this period.

Policy

No report this period.

Strategic Planning

No report this period.

PUBLIC HOUSING PROGRAM

Public Housing Program

Moon Towers

Dashboard for Moon Towers for December 2018:

- Operating Statement (current period):

	Amount Pd.	Budget Pd.	Variance	Amount YTD	Budget YTD	Variance
Income	\$ 77,847.00	\$ 63,291.00	23.00%	\$ 604,164.00	\$ 569,613.00	6.07%
Expense	\$ 59,889.00	\$ 62,663.00	-4.43%	\$ 570,133.00	\$ 563,962.00	1.09%
Profit/(Loss)	\$ 17,958.00	\$ 628.00	2759.55%	\$ 34,031.00	\$ 5,651.00	502.21%

- Average rent collected for Moon Towers is \$192.82 per unit per month.
- 37 vacant unit days for a total vacancy loss of \$363.28 in *desired* rent, and a vacancy loss of \$228.16 in prior rent. Desired rent is the flat rent amount for each unit, currently set at 80% of the market rent rate, and Prior Rent is the amount of rent for the unit paid by the previous tenant.
- Average unit turnaround time at Moon Towers is 6.09 days. *Unit Turnaround* time includes any down time, maintenance, leasing, and exempted days.
- Average Maintenance Cost is \$46.72 per unit
- Average Maintenance Cost billed is \$7.12 per unit
- Tenant Accounts Receivable for Moon Towers:
 - \$11,217.80 outstanding tenant accounts
 - 2.68% to projected annual tenant revenue

Occupancy based on *days* leased at Moon Towers for December, 2018:

Unit Type	# of Units	Total # Unit-Days	Exempt Unit-Days	Adj. Unit Days Avail.	Vacant Unit-Days	Adj. Vacant Unit-Days	Adj. Occ. Unit-Days	Occ. %	Vac. %
0-BR	76	2356	0	2356	10	10	2346	99.6%	0.4%
1-BR	99	3069	0	3069	27	27	3042	99.1%	0.9%
2-BR	2	62	0	62	0	0	62	100.0%	0.0%
TOTAL	177	5487	0	5487	37	37	5450	99.3%	0.7%

Occupancy based on *months* leased at Moon Towers for December, 2018:

Unit Type	# of Units	Total # Unit-Mos	Exempt Unit-Mos	Adj. Unit Mos Avail.	Vacant Unit-Mos	Adj. Vacant Unit-Mos	Adj. Occ. Unit-Mos	Occ. %	Vac. %
0-BR	76	76	0	76	0	0	76	100.0%	0.0%
1-BR	99	99	0	99	0	0	99	100.0%	0.0%
2-BR	2	2	0	2	0	0	2	100.0%	0.0%
TOTAL	177	177	0	177	0	0	177	100.0%	0.0%

PHAS is calculated utilizing unit months leasing rate.

PUBLIC HOUSING PROGRAM

Here is a breakdown of applicants by month for FYE 03/31/2019:

Moon Towers Waiting List		
Month	Applicants	Total
FYE 03/31/2018	-	112
April 2018	16	129
May 2018	11	74
June 2018	15	84
July 2018	21	100
August 2018	10	111
September 2018	17	118
October 2018	12	126
November 2018	10	119
December 2018	5	96
January 2019		
February 2019		
March 2019		
Totals/Avg. List	117	106.33

Here is the PHAS Dashboard for Moon Towers for December 2018:

PHAS Dashboard	Moon Towers	Total Points Possible
Physical Assessment Subsystem (PASS)	38.95	40.0
Management Assessment Subsystem (MASS)	21.0	25.0
Financial Assessment Subsystem (FASS)	25.0	25.0
Capital Fund Program Indicator	10.0	10.0
Overall Property PHAS Score	94.95	100.0

Based on the PHAS scores, Moon Towers achieved a “**High Performer**” designation during the reporting period.

PUBLIC HOUSING PROGRAM

Scattered Family Sites

Woodland Bend, Whispering Hollow, Cedar Creek Place

Dashboard for Family Sites for December 2018:

- Operating Statement (current period):

	Amount Pd.	Budget Pd.	Variance	Amount YTD	Budget YTD	Variance
Income	\$ 98,611.00	\$ 75,377.00	30.82%	\$ 685,131.00	\$ 678,397.00	0.99%
Expense	\$ 73,890.00	\$ 79,615.00	-7.19%	\$ 698,549.00	\$ 716,534.00	-2.51%
Profit/(Loss)	\$ 24,721.00	\$ (4,238.00)	683.32%	\$ (13,418.00)	\$ (38,137.00)	64.82%

- Average rent collected for the Family Sites is \$77.88 per unit per month.
- 57 vacant unit days for a total vacancy loss of \$937.93 in *desired* rent, and a vacancy loss of \$179.54 in prior rent. Desired rent is the flat rent amount for each unit, currently set at 80% of the market rent rate, and Prior Rent is the amount of rent for the unit paid by the previous tenant.
- Average unit turnaround time at the Family Sites is 15.40 days. *Unit Turnaround* time includes any down time, maintenance, leasing, and exempted days.
- Average Maintenance Cost is \$49.79 per unit
- Average Maintenance Cost billed is \$10.31 per unit
- Tenant Accounts Receivable for the Family Sites:
 - \$37,726.30 outstanding tenant accounts
 - 17.16% to projected annual tenant revenue

Occupancy based on *days* leased at the Family Sites for December, 2018:

Unit Type	# of Units	Total # Unit-Days	Exempt Unit-Days	Adj. Unit Days Avail.	Vacant Unit-Days	Adj. Vacant Unit-Days	Adj. Occ. Unit-Days	Occ. %	Vac. %
2-BR	80	2480	0	2480	0	0	2480	100.0%	0.0%
3-BR	80	2480	62	2418	91	29	2389	98.8%	1.2%
4-BR	22	682	0	682	28	28	654	95.9%	4.1%
5-BR	8	248	76	172	76	0	172	100.0%	0.0%
TOTAL	190	5890	138	5752	195	57	5695	99.0%	1.0%

Occupancy based on *months* leased at the Family Sites for December, 2018:

Unit Type	# of Units	Total # Unit-Mos	Exempt Unit-Mos	Adj. Unit Mos Avail.	Vacant Unit-Mos	Adj. Vacant Unit-Mos	Adj. Occ. Unit-Mos	Occ. %	Vac. %
2-BR	80	80	0	80	0	0	80	100.0%	0.0%
3-BR	80	80	1	79	2	1	78	98.7%	1.3%
4-BR	22	22	0	22	0	0	22	100.0%	0.0%
5-BR	8	8	1	7	2	1	6	85.7%	14.3%
TOTAL	190	190	2	188	4	2	186	98.9%	1.1%

PHAS is calculated utilizing unit months leasing rate.

PUBLIC HOUSING PROGRAM

Here is a breakdown of applicants by month for FYE 03/31/2019:

Family Sites Waiting List		
Month	Applicants	Total
FYE 03/31/2018	-	145
April 2018	15	160
May 2018	15	170
June 2018	12	167
July 2018	18	168
August 2018	17	176
September 2018	12	182
October 2018	14	170
November 2018	25	173
December 2018	12	171
January 2019		
February 2019		
March 2019		
Totals/Avg. List	140	170.43

Here is the PHAS Dashboard for the Family Sites for December 2018:

PHAS Dashboard	Family Sites	Total Points Possible
Physical Assessment Subsystem (PASS)	35.9	40.0
Management Assessment Subsystem (MASS)	17.0	25.0
Financial Assessment Subsystem (FASS)	25.0	25.0
Capital Fund Program Indicator	10.0	10.0
Overall Property PHAS Score	87.9	100.0

Based on the PHAS scores, and with rounding, the Family Sites achieved a **“Standard Performer”** designation during the reporting period.

PUBLIC HOUSING PROGRAM

Blue Bell Tower

Dashboard for Blue Bell Tower for December 2018:

- Operating Statement (current period):

	Amount Pd.	Budget Pd.	Variance	Amount YTD	Budget YTD	Variance
Income	\$ 21,446.00	\$ 18,757.00	14.34%	\$ 191,317.00	\$ 168,807.00	13.33%
Expense	\$ 20,329.00	\$ 20,708.00	-1.83%	\$ 207,938.00	\$ 186,372.00	11.57%
Profit/(Loss)	\$ 1,117.00	\$ (1,951.00)	157.25%	\$ (16,621.00)	\$ (17,565.00)	5.37%

- Average rent collected for Bluebell Tower is \$271.43 per unit per month.
- 31 vacant unit days for a total vacancy loss of \$324.47 in *desired* rent, and a vacancy loss of \$397.83 in prior rent. Desired rent is the flat rent amount for each unit, currently set at 80% of the market rent rate, and Prior Rent is the amount of rent for the unit paid by the previous tenant.
- Average unit turnaround time at Bluebell Tower is 68.0 days. *Unit Turnaround* time includes any down time, maintenance, leasing, and exempted days.
- Average Maintenance Cost is \$42.21 per unit
- Average Maintenance Cost billed is \$0.10 per unit
- Tenant Accounts Receivable for Blue Bell Tower:
 - \$1,175.00 outstanding tenant accounts
 - 0.67% to projected annual tenant revenue

Occupancy based on *days* leased at Bluebell Tower for December, 2018

Unit Type	# of Units	Total # Unit-Days	Exempt Unit-Days	Adj. Unit Days Avail.	Vacant Unit-Days	Adj. Vacant Unit-Days	Adj. Occ. Unit-Days	Occ. %	Vac. %
1-BR	50	1550	0	1550	31	31	1519	98.0%	2.0%
2-BR	1	31	0	31	0	0	31	100.0%	0.0%
TOTAL	51	1581	0	1581	31	31	1550	98.0%	2.0%

Occupancy based on *months* leased at Bluebell Tower for December, 2018:

Unit Type	# of Units	Total # Unit-Mos	Exempt Unit-Mos	Adj. Unit Mos Avail.	Vacant Unit-Mos	Adj. Vacant Unit-Mos	Adj. Occ. Unit-Mos	Occ. %	Vac. %
1-BR	50	50	0	50	1	1	49	98.0%	2.0%
2-BR	1	1	0	1	0	0	1	100.0%	0.0%
TOTAL	51	51	0	51	1	1	50	98.0%	2.0%

PHAS is calculated utilizing unit months leasing rate.

PUBLIC HOUSING PROGRAM

Here is a breakdown of applicants by month for FYE 03/31/2019:

Blue Bell Tower Waiting List		
Month	Applicants	Total
FYE 03/31/2018		28
April 2018	3	26
May 2018	2	28
June 2018	3	27
July 2018	7	25
August 2018	9	26
September 2018	5	28
October 2018	4	29
November 2018	1	28
December 2018	1	13
January 2019		
February 2019		
March 2019		
Totals/Avg. List	35	25.56

Here is the PHAS Dashboard for the Blue Bell Tower for December 2018:

PHAS Dashboard	Blue Bell	Total Points Possible
Physical Assessment Subsystem (PASS)	39.92	40.0
Management Assessment Subsystem (MASS)	25.0	25.0
Financial Assessment Subsystem (FASS)	22.91	25.0
Capital Fund Program Indicator	10.0	10.0
Overall Property PHAS Score	97.83	100.0

Based on the PHAS scores, the Blue Bell Tower achieved a “**High Performer**” designation during the reporting period.

PUBLIC HOUSING PROGRAM

Public Housing Program Occupancy

The Knox County Housing Authority strives for 100.0% occupancy. The threshold used to calculate PHAS scoring and subsidy calculations is 97.0%. Below is a snapshot of PH program occupancy for December, 2018.

Property Name	Total Units	Exempt Units	Total # Adj. Units	Units Leased	Adj. Occ. Rate	Adj. Vac. Rate
Moon Towers	177	0	177	177	100.0%	0.0%
Family Sites	190	2	188	186	98.9%	1.1%
Blue Bell Tower	51	0	51	50	98.0%	2.0%
TOTAL PH Program	418	2	416	413	99.3%	0.7%

Public Housing Assessment System (PHAS)

The following table represents the overall PHAS score for the Public Housing Program. The scores below reflect the composite scoring for each property (AMP) within the agency's public housing property portfolio. Each property carries different weighting on the overall score, based on unit count. The weighting for each AMP is approximated below:

- Moon Towers: 42.3%
- Family Sites: 45.5%
- Blue Bell Tower: 12.2%

PHAS Dashboard	Composite Score	Total Points Possible
Physical Assessment Subsystem (PASS)	37.68	40.0
Management Assessment Subsystem (MASS)	19.67	25.0
Financial Assessment Subsystem (FASS)	25.00	25.0
Capital Fund Program Indicator	10.00	10.0
Overall Agency PHAS Score	92.35	100.0

For the FYE 03/31/2019, the PH Program is trending towards a PHAS rating of 92.35 which would qualify the agency as a **High Performer**.

HOUSING CHOICE VOUCHER PROGRAM

Housing Choice Voucher Program

Application/Waiting List Activity

	Application Waiting List	Applicants Purged	Intake/Briefing
January 2018	326	0	11
February 2018	310	0	12
March 2018	317	0	16
April 2018	326	0	11
May 2018	318	0	8
June 2018	301	0	20
July 2018	306	0	15
August 2018	300	0	17
September 2018	351	0	22
October 2018	352	60	4
November 2018	313	0	0
December 2018	311	22	4

Voucher Activity

	Vouchers Issued	Vouchers Leased	Vouchers Ported	End of Participation
January 2018	4	188	12	2
February 2018	4	188	13	6
March 2018	10	180	14	1
April 2018	16	179	13	3
May 2018	7	183	13	5
June 2018	12	184	13	2
July 2018	14	181	9	4
August 2018	9	184	10	1
September 2018	27	190	12	2
October 2018	18	190	10	2
November 2018	4	198	12	4
December 2018	4	199	11	4

HOUSING CHOICE VOUCHER PROGRAM

Housing Assistance Payments (HAP) Statistics

CYE 12/31/2019	Vouchers Knox Co.	Knox Co. HAP	% to Total HAP	Avg, Voucher Expense	Admin Fees Earned	Admin Fees per Voucher
January	176	\$ 59,727.00	84.77%	\$ 339.36	\$ 8,902.10	\$ 50.58
February	175	\$ 59,110.00	84.86%	\$ 337.77	\$ 11,322.89	\$ 64.70
March	166	\$ 58,846.00	84.00%	\$ 354.49	\$ 9,502.04	\$ 57.24
April	166	\$ 57,783.00	83.96%	\$ 348.09	\$ 8,614.80	\$ 51.90
May	170	\$ 59,434.00	82.98%	\$ 349.61	\$ 8,779.24	\$ 51.64
June	171	\$ 61,022.00	83.97%	\$ 356.85	\$ 12,320.49	\$ 72.05
July	172	\$ 61,325.00	87.33%	\$ 356.54	\$ 9,256.34	\$ 53.82
August	174	\$ 62,663.00	84.27%	\$ 360.13	\$ 8,962.82	\$ 51.51
September	178	\$ 62,684.00	83.84%	\$ 352.16	\$ 9,035.74	\$ 50.76
October	180	\$ 62,275.00	85.20%	\$ 345.97	\$ 10,121.80	\$ 56.23
November	186	\$ 65,968.00	82.16%	\$ 354.67	\$ 10,160.92	\$ 54.63
December	188	\$ 65,178.00	84.20%	\$ 346.69	\$ 9,788.55	\$ 52.07
CYE 12/31/2019		\$ 736,015.00	84.27%	\$ 350.15	\$ 116,767.73	\$ 55.55

Voucher Portability Impact

CYE 12/31/2019	Vouchers Ported	Ported Voucher HAP	Avg, Port Expense	HAP Total	Port % to HAP
January	12	\$ 10,733.00	\$ 894.42	\$ 70,460.00	15.23%
February	13	\$ 10,547.00	\$ 811.31	\$ 69,657.00	15.14%
March	14	\$ 11,207.00	\$ 800.50	\$ 70,053.00	16.00%
April	13	\$ 11,043.00	\$ 849.46	\$ 68,826.00	16.04%
May	13	\$ 12,191.00	\$ 937.77	\$ 71,625.00	17.02%
June	13	\$ 11,646.00	\$ 895.85	\$ 72,668.00	16.03%
July	9	\$ 8,900.00	\$ 988.89	\$ 70,225.00	12.67%
August	10	\$ 11,701.00	\$ 1,170.10	\$ 74,364.00	15.73%
September	12	\$ 12,085.00	\$ 1,007.08	\$ 74,769.00	16.16%
October	10	\$ 10,820.00	\$ 1,082.00	\$ 73,095.00	14.80%
November	12	\$ 14,325.00	\$ 1,193.75	\$ 80,293.00	17.84%
December	11	\$ 12,227.00	\$ 1,111.55	\$ 77,405.00	15.80%
CYE 12/31/2019		\$ 137,425.00	\$ 967.78	\$ 873,440.00	15.73%

HOUSING CHOICE VOUCHER PROGRAM

Voucher Utilization

CY 2018	YTD HAP Expenditure	HAP Budget Auth. (BA)	Over/Under HAP	Net-Restricted Position (NRP)	NRP + BA	Percent Utilization
January	\$ 70,460.00	\$ 66,687.33	\$ 3,772.67	\$ 7,373.00	\$ 74,060.33	95.14%
February	\$ 140,117.00	\$ 133,374.67	\$ 6,742.33	\$ 10,963.00	\$ 144,337.67	97.08%
March	\$ 210,170.00	\$ 200,062.00	\$ 10,108.00	\$ 14,929.00	\$ 214,991.00	97.76%
April	\$ 278,996.00	\$ 266,749.33	\$ 12,246.67	\$ 16,505.08	\$ 283,254.41	98.50%
May	\$ 350,621.00	\$ 333,436.67	\$ 17,184.33	\$ 16,724.08	\$ 350,160.75	100.13%
June	\$ 423,289.00	\$ 400,124.00	\$ 23,165.00	\$ 43,441.08	\$ 443,565.08	95.43%
July	\$ 493,859.00	\$ 466,811.33	\$ 27,047.67	\$ 45,101.08	\$ 511,912.41	96.47%
August	\$ 568,223.00	\$ 533,498.67	\$ 34,724.33	\$ 41,184.08	\$ 574,682.75	98.88%
September	\$ 642,992.00	\$ 600,186.00	\$ 42,806.00	\$ 36,986.08	\$ 637,172.08	100.91%
October	\$ 716,087.00	\$ 666,873.33	\$ 49,213.67	\$ 35,499.08	\$ 702,372.41	101.95%
November	\$ 796,380.00	\$ 733,560.67	\$ 62,819.33	\$ 18,071.08	\$ 751,631.75	105.95%
December	\$ 873,785.00	\$ 800,248.00	\$ 73,537.00	\$ 12,997.33	\$ 813,245.33	107.44%

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.

AFFORDABLE HOUSING PRESERVATION (A.H.P.)

Affordable Housing Preservation (A.H.P.)

Prairieland Townhouse Apartments

Key Financial Data for Prairieland Townhouse Apartments for December 2018:

- Average rent collected for Prairieland Townhouses is \$411.97 per unit per month.
- Vacancy loss - \$710 (52 days)
- Accounts Receivable for the Prairieland Townhouses is currently \$8,941.00
 - \$7,244.00 in dwelling rent
 - \$1,697.00 in other charges (maintenance, violation fines, etc.)
- Net cash flow for December 2018 – \$5,659.88
- Net cash flow YTD 2019 – \$33,292.39
- Replacement Reserve Balance - \$120,522.00
- Residual Receipt Reserve Balance - \$54,504.00

Brentwood Manor

Key Financial Data for Brentwood Manor for December 2018:

- Average rent collected for Prairieland Townhouses is \$417.86 per unit per month.
- Vacancy loss - \$435.00 (31 days)
- Accounts Receivable for the Prairieland Townhouses is currently \$16,507.00
 - \$14,707.00 in dwelling rent
 - \$1,800.00 in other charges (maintenance, violation fines, etc.)
- Net cash flow for December 2018 – \$(15,290.14)
- Net cash flow YTD 2019 – \$(46,537.75)
- Cash Reserve Position – \$127,378.00

Here is a snapshot of the occupancy at the AHP properties as of January 25, 2019:

A.H.P. Properties	Occupancy	Vacancy
Prairieland Townhouse Apartments	97.42%	2.58%
Brentwood Manor	98.61%	1.39%

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 01/25/2019

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 01/29/2019

SUBJECT: Annual FDS Audit Report FYE 03/31/2018

Executive Summary

The agency has received the FYE 03/31/2018 financial audit report from Zenk and Associates. The financial reporting period on which the audit was conducted was from 04/01/2017 through 03/31/2018.

A copy of the audit will be provided for each Commissioner at the January 2019 regular meeting of the Board of Commissioners.

Fiscal Impact

None at this time.

Recommendation

It is the recommendation of the Executive Director the Board table discussion of the Audit Report until each Commissioner has had the opportunity to review the report thoroughly (date TBD by the Board).