

board agenda



Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Conference Room
10/30/2018
10:00 a.m.

Opening	Roll Call	Chairperson Payton
<input type="checkbox"/> Wayne Allen	Review/Approve 08-2018 Minutes	Chairperson Payton
<input type="checkbox"/> Ben Burgland	Review/Ratify 8-2018 Financial Reports	Chairperson Payton
<input type="checkbox"/> Thomas Dunker	Review/Ratify 8-2018 Claims and Bills	Chairperson Payton
<input type="checkbox"/> Jared Hawkinson	COCC:	\$ 35,924.89
<input type="checkbox"/> Lomac Payton	Moon Towers:	\$ 97,166.87
<input type="checkbox"/> Paula Sanford	Family:	\$ 77,886.47
<input type="checkbox"/> Paul H. Stewart	Bluebell:	\$ 25,514.82
<u>Excused:</u>	HCV:	\$ 86,710.81
	Brentwood:	\$ 45,725.51
<u>Others Present:</u>	Prairieland:	\$ 23,077.12
	Capital Fund 2016:	\$ 163,667.70
	Capital Fund 2017:	\$ 0.00
	Capital Fund 2018:	\$ 0.00

Old Business	None	
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New Business	Review/Approve Resolution 2018-12 for Outstanding Debt Collection Charge-Off for FYE 2019 Q2 Period Ending 09/30/2018	Derek Antoine
	Review/Approve Request for Payment 3 for Roady Exteriors, Inc. (Brentwood Window Replacement) – FINAL PAYMENT	Derek Antoine
	Review/Approve Request for Payment 2 for Hein Construction for 504 Modification Project – Phase II at Family Sites	Derek Antoine
	Review/Approve Expenditure of Funds to Relocate Gas Line for 504 Modification Project – Phase II at Family Sites	Derek Antoine
	Review/Approve Expense Proposal to Replace Dielectric Unions – Moon Towers	Derek Antoine

board agenda

Reports

Executive Director's Report – 10-2018

Derek Antoine

KCHA Legal Counsel Report – 10-2018

Jack Ball

Other Business

None

Derek Antoine

Adjournment

**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
September 25, 2018**

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
 Thomas Dunker
 Lomac Payton
 Paula Sanford

EXCUSED: Ben Burgland
 Paul H. Stewart

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. Chairperson Payton then declared the August meeting minutes approved as received.

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

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

August 2018 claims against the HA Administration in the sum of \$453,699.67; Central Office Cost Center in the sum of \$50,051.39; Moon Towers in the sum of \$66,375.12; Family in the sum of \$99,448.33; Bluebell in the sum of \$29,007.78; Housing Choice Voucher Program in the sum of \$89,231.03; Brentwood (A.H.P.) in the sum of \$93,304.11; Prairieland (A.H.P.) in the sum of \$26,281.91; Capital Fund '16 in the sum of \$0.00; Capital Fund '17 in the sum of \$0.00; and Capital Fund '18 in the sum of \$0.00 were presented for approval. Commissioner Sanford made a motion to ratify the claims and bills; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

OLD BUSINESS

None

NEW BUSINESS

Mr. Antoine asked the Board to review and approve Resolution 2018-08 for Public Housing Utility Allowance Schedule for FFY 09/30/2019. After brief discussion, Commissioner Sanford made a motion to approve Resolution 2018-08 for Public Housing Utility Allowance Schedule for FFY 09/30/2019; Commissioner Dunker seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Next, Mr. Antoine asked the Board to review and approve Resolution 2018-09 for Housing Choice Voucher Utility Allowance Schedule for FFY 09/30/2019. After brief discussion, Commissioner Sanford made a motion to approve Resolution 2018-09 for Housing Choice Voucher Utility Allowance Schedule for FFY 09/30/2019; Commissioner Dunker seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Next, Mr. Antoine asked the Board to review and approve Resolution 2018-10 for Public Housing Flat Rent Schedule. Mr. Antoine reported that flats rents are adopted annually and will be effective 10/01/2018. After brief discussion, Commissioner Allen made a motion to approve Resolution 2018-10 for Public Housing Flat Rent Schedule; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Next, Mr. Antoine asked the Board to review and approve Resolution 2018-11 for Housing Choice Voucher Program Payment Standard Schedule. Mr. Antoine reported the payment standard schedule will be effective 10/10/2018. After brief discussion, Commissioner Sanford made a motion to approve Resolution 2018-11 for Housing Choice Voucher Program Payment Standard Schedule; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Next, Mr. Antoine asked the Board to review and approve Request for Payment 2 for Roady Exteriors, LLC (Brentwood Window Replacement). Mr. Antoine reported that this pay request reflect the installation of 45 windows and 9 patio doors since the prior request. After brief discussion, Commissioner Sanford made a motion to approve Request for Payment 2 for Roady Exteriors, LLC in the amount of \$22,245.00; Commissioner Allen

seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Next, Mr. Antoine asked the Board to review and approve Request for Payment 1 for Hein Construction for 504 Modification Project at Family Sites. Mr. Antoine reported that construction is in progress at Whispering Hollow (specific details are included in the Board Memo). Alliance Architecture has reviewed and signed approval for Pay Request 1. After brief discussion, Commissioner Sanford made a motion to approve Request for Payment 1 from Hein Construction for 504 Modification Project at Family Sites in the amount of \$163,667.70; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Next, Mr. Antoine asked the Board to review and approve Proposed Change Orders for Hein Construction for 504 Modification Project at Family Sites. As outlined in the Board Memo, the first change order is to reroute the existing water main to the north side of the basketball court retaining wall, and the second change order is to relocate the sanitary line from the community building to the new building. Mr. Antoine reported that Alliance Architecture reviewed the change order requests and found them to be within an acceptable range. After brief discussion, Commissioner Sanford made a motion to approve Proposed Change Orders for Hein Construction for 504 Modification Project at Family Sites in the amount of \$14,816.79; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

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. Additionally, Mr. Antoine provided two legislative documents from the PHADA conference in the packet.

Mr. Ball handed out the Legal Counsel Report for August. The report shows the cases filed during the month and items reviewed for the agency. Mr. Ball also provided a brief update on the Alloy Specialty lawsuit.

OTHER BUSINESS

Mr. Antoine reported that several staff and one commissioner attended the

Public Housing Authority Director's Association (PHADA) Legislative Conference in Washington D.C. In addition to training sessions, the attendees heard remarks from HUD Secretary Ben Carson and met with staff from Senator Tammy Duckworth's office and Representative Cheri Bustos' office.

EXECUTIVE SESSION & ADJOURNMENT

Commissioner Allen made a motion to go into Executive Session at 10:37 a.m. for the purpose of Executive Director evaluation and salary adjustment; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Commissioner Allen made a motion to return to regular session at 10:54 a.m.; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Commissioner Dunker made a motion to approve a 2.1% salary adjustment for the Executive Director for CY 2018; Commissioner Sanford seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Commissioner Dunker made a motion to adjourn the meeting at 10:55 a.m.; Commissioner Allen seconded. Roll call was taken as follows:

Commissioner Allen - aye
Commissioner Dunker - aye
Commissioner Payton - aye
Commissioner Sanford - aye

Motion Carried, 4-0.

Respectfully submitted,

Secretary

COCC

	<u>September-18</u>	<u>Current YTD</u>
Operating Income	\$52,139.86	\$312,959.04
Operating Expenses	\$35,952.15	\$247,445.63
Net Revenue Income/(Loss)	\$16,187.71	\$65,513.41

Notes:

- Utilities
-
-
-
-
-
-
-

Operated in the black for month & for the year.

COCC's Cash, Investments, A/R, & A/P \$1,188,162.73

MOON TOWERS

	<u>September-18</u>	<u>Current YTD</u>
Operating Income	\$60,946.11	\$387,651.12
Operating Expenses	\$96,941.87	\$381,223.34
Net Revenue Income/(Loss)	(\$35,995.76)	\$6,427.78

Notes:

- Subsidy was back up to \$32,279 vs the previous month.
- Utilities
- Purchased 16 washers and 24 dryers. (will be reimbursed by settlement fund)
-
-
-
-

Operated in red for month and black for year.

Moon Towers' Cash, Investments, A/R, & A/P \$510,108.35

\$304,978.67 *minimum reserve position*

FAMILY

	<u>September-18</u>	<u>Current YTD</u>
Operating Income	\$67,482.82	\$412,963.42
Operating Expenses	\$77,194.16	\$458,788.02
Net Revenue Income/(Loss)	(\$9,711.34)	(\$45,824.60)

Notes:

- Subsidy was \$48,093 versus last month but lower than prior 4 month avg.
- Utilities
- Fix and repair cameras and dvr
-
-
-
-

Operated in red for month and in red for year.

Family's Cash, Investments, A/R, & A/P \$365,224.39

\$367,030.42 *minimum reserve position*

BLUEBELL

	<u>September-18</u>	<u>Current YTD</u>
Operating Income	\$18,426.83	\$128,206.21
Operating Expenses	\$25,514.82	\$140,505.89
Net Revenue Income/(Loss)	(\$7,087.99)	(\$12,299.68)

Notes:

- Subsidy was only \$3,911.75 vs the prior 4 month average of \$5,541.00.
- Utilities
- Purchased new mower.
-
-
-
-

Operated in red for month and in red for year.

Bluebell's Cash, Investments, A/R, & A/P \$54,825.70

\$112,404.71 *minimum reserve position*

\$57,579.01 *Would need to be transferred from Low Rent's reserve.*

AHP - BRENTWOOD & PRAIRIELAND

<u>BRENTWOOD</u>	<u>September-18</u>	<u>Current YTD</u>
Operating Income	\$31,668.09	\$192,134.88
Operating Expenses	\$45,725.51	\$229,027.33
Net Revenue Income/(Loss)	(\$14,057.42)	(\$36,892.45)

Operated in red for month and in red for year.

Brentwood's Cash, Investments, A/R, & A/P	\$145,828.88
Restricted - Security Deposits	(\$583.00)
Brentwood's Total Cash	\$145,245.88

Notes:

- Utilities
- Patio door replacements payment #2 totalling \$22,245.

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

<u>PRAIRIELAND</u>	<u>September-18</u>	<u>Current YTD</u>
Operating Income	\$27,562.64	\$164,756.07
Operating Expenses	\$23,077.12	\$140,058.74
Net Revenue Income/(Loss)	\$4,485.52	\$24,697.33

Operated in the black for month & for the year.

Prairieland's Cash, Investments, A/R, & A/P	(\$54,763.42)
Restricted - Security Deposits	\$660.00
Restricted - Replacement Reserve	\$115,110.09
Restricted - Residual Receipts	\$54,504.64
Prairieland's Total Cash	\$115,511.31

Notes:

- Utilities

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>September-18</u>	<u>Current YTD</u>
Operating Income	\$9,035.74	\$56,969.43
Operating Expenses	\$11,941.81	\$72,262.74
Net Revenue Income/(Loss)	(\$2,906.07)	(\$15,293.31)

(\$36,703.94) Projected Income Gain/(Loss) FYE'18

Unrestricted Net Position (UNP)

Investment in Fixed Assets
Monthly Net Revenue Income/(Loss)

\$130,403.69 8/31/2018 Balance

\$0.00

(\$2,906.07)

Year End Adjustment

UNP Ending Balance

\$127,497.62 For Admin Expenses and HAP (if needed)

Pre 2004 Balance

\$121,830.26

Post 2013 Balance

\$5,554.87

Investment in Fixed Assets

\$112.49

Total UNP as of

\$127,497.62 8/31/2018

HAP

	<u>Sep-18</u>	<u>Current YTD</u>
Operating Income	\$70,571.00	\$454,907.50
Operating Expenses	\$74,769.00	\$434,060.75
Net Revenue Income/(Loss)	(\$4,198.00)	\$20,846.75

Notes:

- HAP payments

Voucher expenses less than amount funded for the month.

Net Restricted Position (NRP)

\$45,077.08 8/31/2018 Balance

\$0.00

Year End Adjustment

Monthly VMS Net Revenue - Income/(Loss)

(\$4,198.00)

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
September, 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	90.00	90.00	0.00
FEE REVENUE							
Management Fees							
10-1-000-000-3810.000 Management Fee Inc	2,815.75	-42,236.23	-42,907.00	2,818.92	-253,703.19	-257,442.00	3,738.81
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	2,815.75	-42,236.23	-42,907.00	2,818.92	-253,703.19	-257,442.00	3,738.81
Asset Management Fees							
10-1-000-000-3820.000 Asset Mgmt Fee Inc	278.67	-4,180.00	-4,180.00	278.67	-25,080.00	-25,080.00	0.00
Total Asset Management Fees	278.67	-4,180.00	-4,180.00	278.67	-25,080.00	-25,080.00	0.00
Book Keeping Fees							
10-1-000-000-3830.000 Bookkeeping Fee Inc	381.10	-5,716.50	-5,627.00	379.22	-34,129.50	-33,762.00	-367.50
Total Book Keeping Fees	381.10	-5,716.50	-5,627.00	379.22	-34,129.50	-33,762.00	-367.50
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	3,475.52	-52,132.73	-52,714.00	3,476.81	-312,912.69	-316,284.00	3,371.31
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	0.48	-7.13	-8.33	0.52	-46.35	-49.98	3.63
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	0.48	-7.13	-8.33	0.52	-46.35	-49.98	3.63
Other Revenue							
10-1-000-000-3690.000 Other Income	0.00	0.00	-27.67	0.00	0.00	-166.02	166.02
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	-166.02	166.02
TOTAL OTHER REVENUE	0.48	-7.13	-36.00	0.52	-46.35	-216.00	169.65
TOTAL REVENUE	3,475.99	-52,139.86	-52,750.00	3,477.32	-312,959.04	-316,500.00	3,540.96
EXPENSES							
ADMINISTRATIVE							
Administrative Salaries & Benefits							
10-1-000-000-4110.000 Admin Salaries	1,489.94	22,349.14	23,833.33	1,602.41	144,216.89	142,999.98	1,216.91
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	1,489.94	22,349.14	23,833.33	1,602.41	144,216.89	142,999.98	1,216.91
Benefit Contributions - Administrative							
10-1-000-000-4110.500 Emp Benefit - Admin	434.17	6,512.49	7,375.00	473.62	42,625.66	44,250.00	-1,624.34
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.	24.26	363.90	458.33	19.44	1,749.88	2,749.98	-1,000.10
Total Benefit Contributions - Admin	458.43	6,876.39	7,833.33	493.06	44,375.54	46,999.98	-2,624.44

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Fee Expenses							
10-1-000-000-4171.000 Audit Fee	0.00	0.00	220.83	0.00	0.00	1,324.98	-1,324.98
Total Fee Expenses	0.00	0.00	220.83	0.00	0.00	1,324.98	-1,324.98
Advertising & Marketing							
10-1-000-000-4190.650 Advertising	0.00	0.00	62.50	1.67	150.00	375.00	-225.00
Total Advertising & Marketing	0.00	0.00	62.50	1.67	150.00	375.00	-225.00
Office Expense							
10-1-000-000-4140.000 Training - Staff	46.93	703.90	2,500.00	71.15	6,403.62	15,000.00	-8,596.38
10-1-000-000-4180.000 Telephone	17.93	268.90	416.67	19.36	1,742.34	2,500.02	-757.68
10-1-000-000-4190.100 Postage	20.71	-310.62	125.00	1.56	140.51	750.00	-609.49
10-1-000-000-4190.200 Office Supplies	1.25	18.76	125.00	8.05	724.51	750.00	-25.49
10-1-000-000-4190.300 Paper Supplies	0.00	0.00	83.33	4.83	434.61	499.98	-65.37
10-1-000-000-4190.400 Printing/printers	0.00	0.00	16.67	0.00	0.00	100.02	-100.02
10-1-000-000-4190.401 Printing Supplies	0.00	0.00	166.67	2.28	204.89	1,000.02	-795.13
10-1-000-000-4190.500 Printer/Copier Supp-Cont	12.32	184.75	208.33	12.32	1,108.50	1,249.98	-141.48
10-1-000-000-4190.550 Computers	0.00	0.00	583.33	0.00	0.00	3,499.98	-3,499.98
10-1-000-000-4190.600 Publications	0.00	0.00	41.67	3.68	331.45	250.02	81.43
10-1-000-000-4190.700 Member Dues/Fees	11.98	179.70	137.50	66.37	5,973.50	825.00	5,148.50
10-1-000-000-4190.800 Internet Services	10.46	156.88	250.00	11.56	1,040.28	1,500.00	-459.72
10-1-000-000-4190.850 IT Support	18.10	271.46	1,083.33	4.56	410.18	6,499.98	-6,089.80
Total Office Expense	98.25	1,473.73	5,737.50	205.72	18,514.39	34,425.00	-15,910.61
Legal Expense							
10-1-000-000-4130.000 Legal Expense	46.67	700.00	833.33	40.24	3,622.00	4,999.98	-1,377.98
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	40.24	3,622.00	4,999.98	-1,377.98
Travel Expense							
10-1-000-000-4150.000 Travel - Staff	87.77	1,316.49	208.33	29.65	2,668.91	1,249.98	1,418.93
10-1-000-000-4150.010 Travel - Commissioners	18.29	274.40	250.00	3.05	274.40	1,500.00	-1,225.60
10-1-000-000-4150.100 Mileage - Admin	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
Total Travel Expense	106.06	1,590.89	466.66	32.70	2,943.31	2,799.96	143.35
Other Expense							
10-1-000-000-4140.010 Training-Commissioners	20.67	310.00	416.67	6.13	551.50	2,500.02	-1,948.52
10-1-000-000-4160.000 Consulting Services	60.86	912.83	275.00	82.09	7,388.33	1,650.00	5,738.33
10-1-000-000-4160.500 Translating/Interp Serv.	0.00	0.00	25.00	0.00	0.00	150.00	-150.00
10-1-000-000-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4190.000 Other Sundry	1.39	20.86	137.50	3.55	319.34	825.00	-505.66
10-1-000-000-4190.950 Background Verification	0.00	0.00	4.17	2.07	186.16	25.02	161.14
Total Other Expense	82.91	1,243.69	858.34	93.84	8,445.33	5,150.04	3,295.29
TOTAL OPERATING EXPENSE - Admin	2,282.26	34,233.84	39,845.82	2,469.64	222,267.46	239,074.92	-16,807.46
UTILITIES EXPENSE							
Utilities Expense							
10-1-000-000-4310.000 Water	1.33	19.92	25.00	1.17	105.22	150.00	-44.78
10-1-000-000-4315.000 Sewer	0.40	5.96	12.50	0.38	34.46	75.00	-40.54
10-1-000-000-4320.000 Electric	19.86	297.91	229.17	14.09	1,267.85	1,375.02	-107.17
10-1-000-000-4330.000 Gas	2.81	42.20	200.00	4.02	362.21	1,200.00	-837.79
10-1-000-000-4340.000 Fuel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilites Expense	24.40	365.99	466.67	19.66	1,769.74	2,800.02	-1,030.28
TOTAL UTILITIES EXPENSE	24.40	365.99	466.67	19.66	1,769.74	2,800.02	-1,030.28

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - COCC
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
Total Maintenance - Labor & OT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Benefit Contributions - Maintenance							
Total Benefit Contributions - Maint.	0.00	0.00	0.00	0.22	19.88	0.00	19.88
Maintenance - Materials/Supplies							
10-1-000-000-4420.010 Garbage&Trash Supp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4420.020 Htg & Cooling	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-000-4420.050 Landscape/Grounds Sup	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-000-4420.060 Maint - Supplies-BB	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-000-4420.070 Electrical Supplies	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-000-4420.080 COCC-Elect supp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4420.100 Janitorial Supplies	0.00	0.00	25.00	1.06	95.04	150.00	-54.96
10-1-000-000-4420.110 Routine Maint. Supply	0.00	0.00	25.00	0.28	24.86	150.00	-125.14
10-1-000-000-4420.120 Other Misc Supply	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-000-4420.125 Mileage	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4420.126 Vehicle Supplies	0.62	9.32	25.00	0.81	73.20	150.00	-76.80
Total Maintenance - Materials/Supplies	0.62	9.32	166.65	2.15	193.10	999.90	-806.80
Maintenance - Contracts							
10-1-000-000-4430.000 Maint-Contracts-Gen	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4430.010 Garbage & Trash Cont	3.00	45.00	29.17	1.50	135.00	175.02	-40.02
10-1-000-000-4430.020 Heating&Cooling Cont	0.00	0.00	83.33	0.00	0.00	499.98	-499.98
10-1-000-000-4430.030 Snow Removal Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4430.050 Landscape & Grds Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4430.060 Unit Turnaround Cont	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-000-4430.070 Electrical Contract	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
10-1-000-000-4430.080 Plumbing Contracts	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-000-4430.090 Extermination Cont	0.00	0.00	33.33	1.95	175.48	199.98	-24.50
10-1-000-000-4430.100 Janitorial Contracts	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-000-4430.110 Routine Maint Cont	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-000-4430.120 Other Misc Maint Cont	0.00	0.00	20.83	167.11	15,040.00	124.98	14,915.02
10-1-000-000-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	0.08	6.90	0.00	6.90
10-1-000-000-4430.200 Copiers	0.00	0.00	12.50	0.00	0.00	75.00	-75.00
10-1-000-000-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance - Contracts	3.00	45.00	270.82	170.64	15,357.38	1,624.92	13,732.46
TOTAL MAINTENANCE EXPENSES	3.62	54.32	437.47	173.00	15,570.36	2,624.82	12,945.54
<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	418.80	424.98	-6.18
10-1-000-000-4510.015 Equipment Insurance	0.65	9.70	10.33	0.65	58.20	61.98	-3.78
10-1-000-000-4510.020 Liability Insurance	2.41	36.15	37.50	2.41	216.90	225.00	-8.10
10-1-000-000-4510.025 PE & PO Insurance	16.57	248.50	258.33	16.57	1,491.00	1,549.98	-58.98
10-1-000-000-4510.030 Work Comp Insurance	58.77	881.60	916.67	58.77	5,289.60	5,500.02	-210.42
10-1-000-000-4510.035 Auto Insurance	3.48	52.25	54.17	3.48	313.50	325.02	-11.52
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	7,788.00	8,086.98	-298.98
TOTAL INSURANCE PREMIUMS EXPENSE	86.53	1,298.00	1,347.83	86.53	7,788.00	8,086.98	-298.98

Date:
Time:
ll

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

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
<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
10-1-000-000-4590.000 Other General	0.00	0.00	0.00	0.56	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	0.56	50.07	0.00	50.07
TOTAL OTHER GENERAL EXPENSES	0.00	0.00	0.00	0.56	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	2,396.81	35,952.15	42,097.79	2,749.40	247,445.63	252,586.74	-5,141.11
NET REVENUE/EXPENSE (GAIN/-LOSS)	1,079.18	-16,187.71	-10,652.21	727.93	-65,513.41	-63,913.26	-1,600.15
<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	417.66	200.52	217.14
Total Depreciation Expense	4.64	69.61	33.42	4.64	417.66	200.52	217.14
TOTAL MISCELLANEOUS EXPENSES	4.64	69.61	33.42	4.64	417.66	200.52	217.14
TOTAL EXPENSES	1,074.54	-16,118.10	-10,618.79	723.29	-65,095.75	-63,712.74	-1,383.01
<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	63,712.50	-63,712.50
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	63,712.50	-63,712.50
TOTAL OTHER FINANCING SOURCES	0.00	0.00	10,618.75	0.00	0.00	63,712.50	-63,712.50

Date:
Time:
11

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

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
EXCESS REVENUE/EXPENSE GAIN/-LOSS	1,074.54	-16,118.10	-0.04	723.29	-65,095.75	-0.24	-65,095.51

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
September, 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	1,062.00	1,062.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-001-3110.000 Dwelling Rent	182.37	-32,279.00	-31,250.00	185.98	-197,516.00	-187,500.00	-10,016.00
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	182.37	-32,279.00	-31,250.00	185.98	-197,516.00	-187,500.00	-10,016.00
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	1.69	-300.00	-200.00	0.94	-1,000.00	-1,200.00	200.00
10-1-000-001-3690.000 Other Income	0.89	-158.30	0.00	0.17	-181.99	0.00	-181.99
10-1-000-001-3690.100 Late Fees	1.69	-300.00	-250.00	1.72	-1,825.00	-1,500.00	-325.00
10-1-000-001-3690.120 Violation Fees	0.00	0.00	-4.17	0.00	0.00	-25.02	25.02
10-1-000-001-3690.130 Court Cost Fees	0.00	0.00	-29.17	0.00	0.00	-175.02	175.02
10-1-000-001-3690.140 Returned Check Charge	0.14	-25.00	-8.33	0.02	-25.00	-49.98	24.98
10-1-000-001-3690.150 Laundry Income	9.29	-1,645.00	-666.67	5.96	-6,327.50	-4,000.02	-2,327.48
10-1-000-001-3690.160 Vending Machines Inc.	0.73	-129.57	-125.00	0.75	-797.22	-750.00	-47.22
10-1-000-001-3690.180 Labor	1.58	-280.00	-208.33	0.72	-766.50	-1,249.98	483.48
10-1-000-001-3690.200 Materials	0.18	-31.25	-41.67	0.21	-221.00	-250.02	29.02
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	16.21	-2,869.12	-1,533.34	10.49	-11,144.21	-9,200.04	-1,944.17
TOTAL TENANT REVENUE	198.58	-35,148.12	-32,783.34	196.48	-208,660.21	-196,700.04	-11,960.17
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-001-8020.000 Oper Sub - Curr Yr	137.37	-24,314.00	-30,123.58	157.25	-167,001.00	-180,741.48	13,740.48
Total HUD PH Operating Subsidy	137.37	-24,314.00	-30,123.58	157.25	-167,001.00	-180,741.48	13,740.48
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	7.42	-1,313.47	-250.00	7.21	-7,652.15	-1,500.00	-6,152.15
Total Other Grants & Investment Income	7.42	-1,313.47	-250.00	7.21	-7,652.15	-1,500.00	-6,152.15
Other Revenue							
10-1-000-001-3850.005 Income Other Amps	0.96	-170.52	-125.00	4.08	-4,337.76	-750.00	-3,587.76
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	-10.02	10.02
10-1-000-001-3850.080 Plumbing Maint Inc	0.00	0.00	-1.67	0.00	0.00	-10.02	10.02
10-1-000-001-3850.100 Janitorial Inc	0.00	0.00	-1.67	0.00	0.00	-10.02	10.02
10-1-000-001-3850.110 Routine Maint Inc	0.00	0.00	-1.67	0.00	0.00	-10.02	10.02
10-1-000-001-3850.120 Other Mis Cont Inc.	0.00	0.00	-1.67	0.00	0.00	-10.02	10.02
Total Other Revenue	0.96	-170.52	-133.35	4.08	-4,337.76	-800.10	-3,537.66
TOTAL OTHER REVENUE	145.75	-25,797.99	-30,506.93	168.54	-178,990.91	-183,041.58	4,050.67
TOTAL REVENUE	344.33	-60,946.11	-63,290.27	365.02	-387,651.12	-379,741.62	-7,909.50

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
September, 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	30.52	5,401.28	6,125.00	29.21	31,024.04	36,750.00	-5,725.96
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	30.52	5,401.28	6,125.00	29.21	31,024.04	36,750.00	-5,725.96
Benefit Contributions - Administrative							
10-1-000-001-4110.500 Emp Benefit-Admin	10.49	1,856.31	2,166.67	9.79	10,396.87	13,000.02	-2,603.15
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	10.49	1,856.31	2,166.67	9.79	10,396.87	13,000.02	-2,603.15
Fee Expenses							
10-1-000-001-4120.100 Management Fee Exp	73.09	12,936.93	12,937.00	73.09	77,621.58	77,622.00	-0.42
10-1-000-001-4120.200 Asset Mngt Fee Exp	10.00	1,770.00	1,770.00	10.00	10,620.00	10,620.00	0.00
10-1-000-001-4120.300 Bookkeeping Fee Exp	7.50	1,327.50	1,328.00	7.50	7,965.00	7,968.00	-3.00
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	90.59	16,034.43	16,035.00	90.59	96,206.58	96,210.00	-3.42
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	1.86	329.72	375.00	2.35	2,500.00	2,250.00	250.00
10-1-000-001-4180.000 Telephone	0.81	143.82	150.00	0.79	839.45	900.00	-60.55
10-1-000-001-4190.100 Postage	0.28	50.30	54.17	0.27	284.30	325.02	-40.72
10-1-000-001-4190.200 Office Supplies	0.00	0.00	45.83	0.15	158.45	274.98	-116.53
10-1-000-001-4190.300 Paper Supplies	0.55	97.00	41.67	0.09	97.00	250.02	-153.02
10-1-000-001-4190.400 Printing/printers	0.00	0.00	41.67	0.48	510.44	250.02	260.42
10-1-000-001-4190.401 Printing Supplies	0.00	0.00	66.67	0.00	0.00	400.02	-400.02
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	199.98	-199.98
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	0.49	524.71	1,000.02	-475.31
10-1-000-001-4190.800 Internet Services	0.49	87.11	91.67	0.49	522.66	550.02	-27.36
10-1-000-001-4190.850 IT Support	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
Total Office Expense	4.52	799.47	1,108.35	5.12	5,437.01	6,650.10	-1,213.09
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	100.02	-100.02
Total Legal Expense	0.00	0.00	16.67	0.00	0.00	100.02	-100.02
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	1.58	280.15	8.33	0.38	403.71	49.98	353.73
10-1-000-001-4150.010 Travel - Commissioners	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
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	1.58	280.15	16.66	0.38	403.71	99.96	303.75
Other Expense							
10-1-000-001-4120.400 Fee for Service Exp	0.00	0.00	0.00	0.64	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	150.00	-150.00

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
10-1-000-001-4140.010 Training-Commissioners	0.00	0.00	83.33	0.00	0.00	499.98	-499.98
10-1-000-001-4160.000 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4160.500 Translating/Interp Serv.	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-001-4170.000 Accounting Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4190.000 Other Sundry	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-001-4190.950 Background Verification	0.00	0.00	58.33	0.26	274.90	349.98	-75.08
Total Other Expense	0.00	0.00	183.32	0.90	951.94	1,099.92	-147.98
TOTAL ADMINISTRATIVE EXPENSE	137.69	24,371.64	25,651.67	135.99	144,420.15	153,910.02	-9,489.87
TENANT SERVICES							
Tenant Services - Salaries & Benefits							
10-1-000-001-4210.000 Ten Services-Salary	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4210.500 Emp Benefit-TenSer	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Ten. Ser. - Salaries & Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tenant Services - Other							
10-1-000-001-4220.000 Ten Ser-Incentives	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.100 Ten Ser-Supplies	0.00	0.00	25.00	0.00	0.00	150.00	-150.00
10-1-000-001-4220.110 Ten Ser-Recreation	0.00	0.00	25.00	0.00	0.00	150.00	-150.00
10-1-000-001-4220.120 Ten Ser-Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.130 Ten Ser-Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.140 Ten Ser-Transportation	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-001-4220.155 National Night Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.160 TenSer-Printing&Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.161 Ten Serv-advertizing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.171 Summer Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.172 Summer Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.175 Garden Program Expense	0.00	0.00	16.67	0.01	8.45	100.02	-91.57
10-1-000-001-4220.181 Winter Prog Functions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.182 Winter Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.192 GED Prog Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4220.200 Emergency Shelter	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4230.000 ChildCareContract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4230.174 Summer Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4230.184 Winter Prog Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4230.194 GED Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4590.100 Cable TV Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Tenant Services - Other	0.00	0.00	75.00	0.01	8.45	450.00	-441.55
TOTAL TENANT SERVICES EXPENSE	0.00	0.00	75.00	0.01	8.45	450.00	-441.55
MAINTENANCE & OPERATIONS EXPENSE							
Maintenance - Labor & OT							
10-1-000-001-4410.000 Maintenance - Labor	58.53	10,360.34	11,250.00	62.22	66,078.52	67,500.00	-1,421.48
10-1-000-001-4410.001 Salaries Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4410.100 Maint Labor - OT	0.87	153.72	125.00	1.00	1,065.93	750.00	315.93
10-1-000-001-4410.200 Maint - Other Amps	0.19	33.16	0.00	0.92	976.66	0.00	976.66
Total Maintenance - Labor & OT	59.59	10,547.22	11,375.00	64.14	68,121.11	68,250.00	-128.89
Benefit Contributions - Maintenance							
10-1-000-001-4410.500 Emp Benefit-Maint	19.32	3,419.89	3,791.67	20.18	21,429.77	22,750.02	-1,320.25
10-1-000-001-4410.501 Wellness Benefit - Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-001-4410.502 Benefits Comp Absences	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Benefit Contributions - Maint.	19.32	3,419.89	3,791.67	20.18	21,429.77	22,750.02	-1,320.25

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
Maintenance - Materials/Supplies							
10-1-000-001-4420.010 Garbage&Trash Supp	0.00	0.00	12.50	0.00	0.00	75.00	-75.00
10-1-000-001-4420.020 Heating&Cooling Supp	0.64	112.57	1,250.00	3.75	3,979.91	7,500.00	-3,520.09
10-1-000-001-4420.030 Snow Removal Supplies	0.00	0.00	25.00	0.00	0.00	150.00	-150.00
10-1-000-001-4420.031 Gas for Snow Removal	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-001-4420.050 Landscape/Grounds Sup	0.00	0.00	50.00	0.32	335.97	300.00	35.97
10-1-000-001-4420.051 Gasoline for Mowing	0.36	62.94	27.08	0.17	184.18	162.48	21.70
10-1-000-001-4420.070 Electrical Supplies	0.09	16.62	208.33	0.62	658.40	1,249.98	-591.58
10-1-000-001-4420.080 Plumbing Supplies	1.10	195.30	225.00	0.67	707.06	1,350.00	-642.94
10-1-000-001-4420.090 Extermination Supplies	0.00	0.00	83.33	0.61	645.00	499.98	145.02
10-1-000-001-4420.100 Janitorial Supplies	3.10	548.57	375.00	2.18	2,313.38	2,250.00	63.38
10-1-000-001-4420.110 Routine Maint. Supplies	3.88	685.97	2,083.33	5.74	6,095.70	12,499.98	-6,404.28
10-1-000-001-4420.120 Other Misc Supplies	232.77	41,200.00	41.67	38.79	41,200.00	250.02	40,949.98
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	0.05	9.31	0.00	0.15	160.00	0.00	160.00
10-1-000-001-4420.130 Securitiy Supplies	0.00	0.00	0.00	0.31	328.43	0.00	328.43
Total Maintenance - Materials/Supplies	241.98	42,831.28	4,389.57	53.30	56,608.03	26,337.42	30,270.61
Maintenance - Contracts							
10-1-000-001-4430.010 Garbage & Trash Con	2.15	380.36	375.00	2.16	2,292.16	2,250.00	42.16
10-1-000-001-4430.020 Heating & Cooling Cont	0.00	0.00	583.33	0.00	0.00	3,499.98	-3,499.98
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	9.60	1,700.00	1,041.67	8.41	8,931.68	6,250.02	2,681.66
10-1-000-001-4430.050 Landscape & Grds Cont	0.00	0.00	83.33	0.55	585.00	499.98	85.02
10-1-000-001-4430.060 Unit Turnaround Con	0.00	0.00	12.50	0.00	0.00	75.00	-75.00
10-1-000-001-4430.070 Electrical Contracts	0.00	0.00	33.33	0.05	50.75	199.98	-149.23
10-1-000-001-4430.080 Plumbing Contracts	0.00	0.00	416.67	0.28	300.29	2,500.02	-2,199.73
10-1-000-001-4430.090 Extermination Contracts	3.95	700.00	1,250.00	5.74	6,100.10	7,500.00	-1,399.90
10-1-000-001-4430.100 Janitorial Contracts	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-001-4430.110 Routine Mainten Cont	0.00	0.00	500.00	0.80	850.00	3,000.00	-2,150.00
10-1-000-001-4430.120 Other Misc Cont Cost	0.00	0.00	125.00	5.23	-5,551.80	750.00	-6,301.80
10-1-000-001-4430.121 Laundry Equip Contract	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
10-1-000-001-4430.126 Vehicle Maint Cont	0.00	0.00	16.67	0.31	332.54	100.02	232.52
Total Maintenance - Contracts	15.71	2,780.36	4,487.50	13.08	13,890.72	26,925.00	-13,034.28
TOTAL MAINTENANCE EXPENSES	336.60	59,578.75	24,043.74	150.71	160,049.63	144,262.44	15,787.19
UTILITIES EXPENSE							
Utilities Expense							
10-1-000-001-4310.000 Water	6.11	1,081.80	79.17	5.34	5,670.90	475.02	5,195.88
10-1-000-001-4315.000 Sewer	6.88	1,218.26	1,000.00	5.94	6,307.28	6,000.00	307.28
10-1-000-001-4320.000 Electric	15.83	2,802.23	2,000.00	11.04	11,722.38	12,000.00	-277.62
10-1-000-001-4330.000 Gas	5.72	1,012.78	2,916.67	8.19	8,693.61	17,500.02	-8,806.41
Total Utilities Expense	34.55	6,115.07	5,995.84	30.50	32,394.17	35,975.04	-3,580.87
TOTAL UTILITIES EXPENSE	34.55	6,115.07	5,995.84	30.50	32,394.17	35,975.04	-3,580.87
TOTAL PROTECTIVE SERVICES EXPENSE							
Protective Services - Contract							
10-1-000-001-4480.000 Police Contract	0.00	0.00	333.33	1.12	1,187.27	1,999.98	-812.71
10-1-000-001-4480.100 ADT Contract	0.00	0.00	62.50	0.14	150.51	375.00	-224.49
10-1-000-001-4480.500 Security Contract	0.91	161.80	333.33	0.43	459.60	1,999.98	-1,540.38
Total Protective Services - Contract	0.91	161.80	729.16	1.69	1,797.38	4,374.96	-2,577.58

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
September, 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 EXPENSE	0.91	161.80	729.16	1.69	1,797.38	4,374.96	-2,577.58
<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	16,332.84	15,000.00	1,332.84
10-1-000-001-4510.015 Equipment Insurance	0.65	115.61	104.17	0.65	693.66	625.02	68.64
10-1-000-001-4510.020 Liability Insurance	2.44	431.03	333.33	2.44	2,586.18	1,999.98	586.20
10-1-000-001-4510.025 PE & PO Insurance	1.29	228.98	225.00	1.29	1,373.88	1,350.00	23.88
10-1-000-001-4510.030 Work Comp Insurance	3.10	548.21	416.67	3.10	3,289.26	2,500.02	789.24
10-1-000-001-4510.035 Auto Insurance	0.30	52.25	62.50	0.30	313.50	375.00	-61.50
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	24,589.32	21,850.02	2,739.30
TOTAL INSURANCE PREMIUMS EXPENSE	23.15	4,098.22	3,641.67	23.15	24,589.32	21,850.02	2,739.30
<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	14.78	2,616.39	2,525.42	15.55	16,512.18	15,152.52	1,359.66
Total Payment In Lieu Of Taxes - PILOT	14.78	2,616.39	2,525.42	15.55	16,512.18	15,152.52	1,359.66
Bad Debt Write-Offs - Tenant Rents							
10-1-000-001-4570.000 Collection Losses	0.00	0.00	0.00	1.37	1,452.06	0.00	1,452.06
Total Bad Debt Write-Offs - Tenant Rents	0.00	0.00	0.00	1.37	1,452.06	0.00	1,452.06
TOTAL OTHER GENERAL EXPENSES	14.78	2,616.39	2,525.42	16.92	17,964.24	15,152.52	2,811.72
<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	547.69	96,941.87	62,662.50	358.97	381,223.34	375,975.00	5,248.34
NET (REVENUE)/EXPENSE	203.37	35,995.76	-627.77	6.05	-6,427.78	-3,766.62	-2,661.16

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 1, Moon Towers
September, 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	1.27	225.00	0.00	0.21	225.00	0.00	225.00
Total Extraordinary Expense	1.27	225.00	0.00	0.21	225.00	0.00	225.00
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	178,159.38	199,999.98	-21,840.60
Total Depreciation Expense	167.76	29,693.23	33,333.33	167.76	178,159.38	199,999.98	-21,840.60
TOTAL MISCELLANEOUS EXPENSES	169.03	29,918.23	33,333.33	167.97	178,384.38	199,999.98	-21,615.60
TOTAL EXPENSES	372.40	65,913.99	32,705.56	161.92	171,956.60	196,233.36	-24,276.76
<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	-196,508.52	196,508.52
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	-196,508.52	196,508.52
TOTAL OTHER FINANCING SOURCES (USES)	0.00	0.00	-32,751.42	0.00	0.00	-196,508.52	196,508.52
EXCESS (REVENUE)/EXPENSE	372.40	65,913.99	-45.86	161.92	171,956.60	-275.16	172,231.76

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
September, 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	1,140.00	1,140.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-002-3110.000 Dwelling Rent	66.30	-12,597.00	-15,833.33	71.37	-81,359.79	-94,999.98	13,640.19
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	66.30	-12,597.00	-15,833.33	71.37	-81,359.79	-94,999.98	13,640.19
Tenant Revenue - Other							
10-1-000-002-3190.000 Nondwell Rent	0.00	0.00	-25.00	0.00	0.00	-150.00	150.00
10-1-000-002-3690.000 Other Income	0.14	-26.32	0.00	0.83	-944.84	0.00	-944.84
10-1-000-002-3690.100 Late Fees	4.21	-800.00	-520.83	4.19	-4,775.00	-3,124.98	-1,650.02
10-1-000-002-3690.120 Violation Fees	0.76	-145.00	-544.42	0.73	-835.00	-3,266.52	2,431.52
10-1-000-002-3690.130 Court Cost Fees	0.00	0.00	-18.75	0.00	0.00	-112.50	112.50
10-1-000-002-3690.140 Returned Check Charge	0.00	0.00	-6.25	0.00	0.00	-37.50	37.50
10-1-000-002-3690.180 Labor	12.22	-2,322.00	-1,137.22	5.97	-6,806.00	-6,823.32	17.32
10-1-000-002-3690.200 Materials	6.36	-1,207.95	-788.34	2.67	-3,044.94	-4,730.04	1,685.10
10-1-000-002-3690.300 T.S. Income - Grants	0.00	0.00	0.00	8.77	-10,000.00	0.00	-10,000.00
Total Tenant Revenue Other	23.69	-4,501.27	-3,040.81	23.16	-26,405.78	-18,244.86	-8,160.92
TOTAL TENANT REVENUE	89.99	-17,098.27	-18,874.14	94.53	-107,765.57	-113,244.84	5,479.27
OTHER REVENUE							
HUD PH Operating Subsidy							
10-1-000-002-8020.000 Oper Sub - Curr Yr	253.12	-48,093.00	-56,250.00	259.54	-295,878.00	-337,500.00	41,622.00
Total HUD PH Operating Subsidy	253.12	-48,093.00	-56,250.00	259.54	-295,878.00	-337,500.00	41,622.00
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	5.32	-1,010.36	-128.20	5.39	-6,148.77	-769.20	-5,379.57
Total Other Grants & Investment Income	5.32	-1,010.36	-128.20	5.39	-6,148.77	-769.20	-5,379.57
Other Revenue							
10-1-000-002-3195.000 Day Care Income	0.66	-125.00	-125.00	0.55	-625.00	-750.00	125.00
10-1-000-002-3850.005 Income Other Amps	6.09	-1,156.19	0.00	2.23	-2,546.08	0.00	-2,546.08
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	6.74	-1,281.19	-125.00	2.78	-3,171.08	-750.00	-2,421.08
TOTAL OTHER REVENUE	265.18	-50,384.55	-56,503.20	267.72	-305,197.85	-339,019.20	33,821.35
TOTAL REVENUE	355.17	-67,482.82	-75,377.34	362.25	-412,963.42	-452,264.04	39,300.62

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
September, 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	45.22	51,548.84	54,499.98	-2,951.14
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	45.22	51,548.84	54,499.98	-2,951.14
Benefit Contributions - Administrative							
10-1-000-002-4110.500 Emp Benefit - Admin	16.07	3,052.97	3,020.83	13.99	15,945.31	18,124.98	-2,179.67
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	16.07	3,052.97	3,020.83	13.99	15,945.31	18,124.98	-2,179.67
Fee Expenses							
10-1-000-002-4120.100 Management Fee Exp	71.17	13,521.65	13,888.00	71.49	81,495.35	83,328.00	-1,832.65
10-1-000-002-4120.200 Asset Mgt Fee Exp	10.00	1,900.00	1,900.00	10.00	11,400.00	11,400.00	0.00
10-1-000-002-4120.300 Bookkeeping Fee Exp	7.30	1,387.50	1,425.00	7.34	8,362.50	8,550.00	-187.50
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	88.47	16,809.15	17,213.00	88.82	101,257.85	103,278.00	-2,020.15
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	2.90	551.50	674.62	2.72	3,095.16	4,047.72	-952.56
10-1-000-002-4180.000 Telephone	1.88	358.00	335.95	1.76	2,007.07	2,015.70	-8.63
10-1-000-002-4190.100 Postage	0.67	127.84	184.97	0.80	910.77	1,109.82	-199.05
10-1-000-002-4190.200 Office Supplies	0.68	129.07	50.24	0.27	303.52	301.44	2.08
10-1-000-002-4190.300 Paper Supplies	1.34	253.73	92.05	0.50	572.66	552.30	20.36
10-1-000-002-4190.400 Printing/printers	0.00	0.00	93.75	0.00	0.00	562.50	-562.50
10-1-000-002-4190.401 Printing Supplies	1.09	206.60	76.80	0.42	482.12	460.80	21.32
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	1,125.00	-1,125.00
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	0.46	522.37	525.96	-3.59
10-1-000-002-4190.800 Internet Services	2.19	415.97	368.25	2.09	2,379.83	2,209.50	170.33
10-1-000-002-4190.850 IT Support	0.00	0.00	76.29	0.00	0.00	457.74	-457.74
Total Office Expense	11.27	2,140.96	2,228.08	9.01	10,273.50	13,368.48	-3,094.98
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	1.47	280.15	73.36	0.38	428.42	440.16	-11.74
10-1-000-002-4150.010 Travel - Commissioners	0.00	0.00	31.25	0.00	0.00	187.50	-187.50
10-1-000-002-4150.100 Mileage - Admin	0.00	0.00	65.03	0.00	0.00	390.18	-390.18
Total Travel Expense	1.47	280.15	169.64	0.38	428.42	1,017.84	-589.42

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
September, 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	0.64	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	200.04	-200.04
10-1-000-002-4160.000 Consulting Services	0.00	0.00	67.25	3.09	3,517.00	403.50	3,113.50
10-1-000-002-4160.500 Translating/Interp Serv.	0.00	0.00	22.92	0.00	0.00	137.52	-137.52
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	70.10	0.00	70.10
10-1-000-002-4190.950 Background Verification	0.67	126.63	47.04	0.65	746.39	282.24	464.15
Total Other Expense	0.67	126.63	170.55	4.44	5,060.24	1,023.30	4,036.94
TOTAL OPERATING EXPENSE - Admin	160.66	30,524.86	31,885.43	161.88	184,540.03	191,312.58	-6,772.55
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	0.00	0.00	0.00	0.00
10-1-000-002-4215.000 T.S.- Part Time Pay	0.00	0.00	562.50	3.96	4,512.76	3,375.00	1,137.76
10-1-000-002-4215.500 T.S. - Part Time Benefits	0.00	0.00	112.50	0.38	436.62	675.00	-238.38
Total Ten. Ser. - Salaries & Benefits	0.00	0.00	675.00	4.34	4,949.38	4,050.00	899.38
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	487.20	-487.20
10-1-000-002-4220.110 Ten Ser-Recreation	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
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	0.94	178.99	0.00	0.60	680.97	0.00	680.97
10-1-000-002-4220.172 Summer Prog-Supplies	0.00	0.00	0.00	2.67	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	0.09	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	0.94	178.99	102.03	3.36	3,825.04	612.18	3,212.86
TOTAL TENANT SERVICES EXPENSE	0.94	178.99	777.03	7.70	8,774.42	4,662.18	4,112.24

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
September, 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	107.83	20,487.29	23,291.67	114.92	131,010.97	139,750.02	-8,739.05
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	5.67	1,077.26	208.33	3.08	3,506.16	1,249.98	2,256.18
10-1-000-002-4410.200 Maint - Other Amps	5.85	1,112.07	0.00	2.93	3,336.22	0.00	3,336.22
10-1-000-002-4410.300 Maintenance - Seasonal	0.00	0.00	1,500.00	0.97	1,105.50	9,000.00	-7,894.50
Total Maintenance - Labor & OT	119.35	22,676.62	25,000.00	121.89	138,958.85	150,000.00	-11,041.15
Benefit Contributions - Maintenance							
10-1-000-002-4410.500 Emp Benefit - Maint	41.47	7,880.24	8,600.00	41.79	47,641.62	51,600.00	-3,958.38
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	0.09	106.96	900.00	-793.04
Total Benefit Contributions - Maint.	41.47	7,880.24	8,750.00	41.88	47,748.58	52,500.00	-4,751.42
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	2.34	443.90	0.00	0.91	1,040.68	0.00	1,040.68
10-1-000-002-4420.030 Snow Removal Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-002-4420.031 Gas for Snow Removal	0.00	0.00	0.00	0.00	0.00	0.00	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	0.13	23.92	52.14	0.84	954.33	312.84	641.49
10-1-000-002-4420.051 Gasoline for mowing	0.87	164.58	59.54	0.60	683.51	357.24	326.27
10-1-000-002-4420.070 Electrical Supplies	0.36	68.82	335.05	1.12	1,271.20	2,010.30	-739.10
10-1-000-002-4420.080 Plumbing Supplies	4.04	768.36	236.79	1.96	2,236.34	1,420.74	815.60
10-1-000-002-4420.090 Extermination Supplies	0.00	0.00	40.02	0.27	310.17	240.12	70.05
10-1-000-002-4420.100 Janitorial Supplies	0.02	3.31	175.97	0.40	451.37	1,055.82	-604.45
10-1-000-002-4420.110 Routine Maint. Supplies	9.69	1,840.68	1,746.64	9.73	11,094.84	10,479.84	615.00
10-1-000-002-4420.120 Other Misc. Supplies	0.00	0.00	6.62	0.00	0.00	39.72	-39.72
10-1-000-002-4420.125 Mileage	0.00	0.00	16.67	0.03	-35.64	100.02	-135.66
10-1-000-002-4420.126 Vehicle Supplies	1.68	319.68	283.00	2.03	2,311.76	1,698.00	613.76
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	19.12	3,633.25	2,952.44	17.82	20,318.56	17,714.64	2,603.92
Maintenance - Contracts							
10-1-000-002-4430.010 Refuse	0.18	34.24	33.78	0.26	298.14	202.68	95.46
10-1-000-002-4430.010 Garbage&Trash Cont	1.34	255.00	155.92	0.61	690.00	935.52	-245.52
10-1-000-002-4430.020 Heating&Cooling Cont	0.00	0.00	18.75	0.65	738.32	112.50	625.82
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	2.67	507.99	450.00	1.40	1,592.99	2,700.00	-1,107.01
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	0.48	544.73	60.66	484.07
10-1-000-002-4430.080 Plumbing Contracts	0.00	0.00	191.46	0.16	178.00	1,148.76	-970.76
10-1-000-002-4430.090 Extermination Contracts	3.57	677.42	652.58	4.71	5,372.02	3,915.48	1,456.54
10-1-000-002-4430.100 Reg Contracts	0.00	0.00	0.00	0.05	60.80	0.00	60.80
10-1-000-002-4430.110 Routine Maint Contr	0.00	0.00	236.50	2.31	2,632.24	1,419.00	1,213.24
10-1-000-002-4430.120 Other Misc Cont Cost	0.00	0.00	0.00	6.86	-7,821.00	0.00	-7,821.00
10-1-000-002-4430.126 Vehicle Maint Cont	0.00	0.00	0.00	1.84	2,092.43	0.00	2,092.43
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	7.76	1,474.65	1,749.10	5.60	6,378.67	10,494.60	-4,115.93
TOTAL MAINTENANCE EXPENSES	187.71	35,664.76	38,451.54	187.20	213,404.66	230,709.24	-17,304.58

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
September, 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	0.79	149.69	161.74	0.73	829.65	970.44	-140.79
10-1-000-002-4315.000 Sewer	0.13	25.39	17.36	0.10	114.25	104.16	10.09
10-1-000-002-4320.000 Electric	8.18	1,553.89	968.87	5.55	6,323.96	5,813.22	510.74
10-1-000-002-4330.000 Gas	2.82	536.54	737.18	2.38	2,708.15	4,423.08	-1,714.93
Total Utilities Expense	11.92	2,265.51	1,885.15	8.75	9,976.01	11,310.90	-1,334.89
TOTAL UTILITIES EXPENSE	11.92	2,265.51	1,885.15	8.75	9,976.01	11,310.90	-1,334.89
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-002-4480.000 Police Contract	0.00	0.00	187.50	1.04	1,187.29	1,125.00	62.29
10-1-000-002-4480.100 ADT Contract	0.00	0.00	125.00	0.82	936.72	750.00	186.72
10-1-000-002-4480.500 Security Contract	14.81	2,814.40	575.00	2.47	2,814.40	3,450.00	-635.60
Total Protective Services - Contract	14.81	2,814.40	887.50	4.33	4,938.41	5,325.00	-386.59
TOTAL PROTECTIVE SERVICES EXPENSE	14.81	2,814.40	887.50	4.33	4,938.41	5,325.00	-386.59
<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	12,144.90	9,000.00	3,144.90
10-1-000-002-4510.015 Equipment Insurance	0.65	122.72	96.88	0.65	736.32	581.28	155.04
10-1-000-002-4510.020 Liability Ins	2.41	457.53	350.00	2.41	2,745.18	2,100.00	645.18
10-1-000-002-4510.025 PE & PO Insurance	2.01	382.22	281.25	2.01	2,293.32	1,687.50	605.82
10-1-000-002-4510.030 Work Comp Insurance	7.88	1,496.97	1,131.25	7.88	8,981.82	6,787.50	2,194.32
10-1-000-002-4510.035 Auto Insurance	1.68	318.25	289.45	1.68	1,909.50	1,736.70	172.80
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	28,811.04	21,892.98	6,918.06
TOTAL INSURANCE PREMIUMS EXPENSE	25.27	4,801.84	3,648.83	25.27	28,811.04	21,892.98	6,918.06
<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	5.42	1,029.72	2,079.31	6.24	7,108.56	12,475.86	-5,367.30
Total Payment In Lieu Of Taxes - PILOT	5.42	1,029.72	2,079.31	6.24	7,108.56	12,475.86	-5,367.30
Bad Debt Write-Offs - Tenant Rents							
10-1-000-002-4570.000 Collection Losses	0.45	-85.92	0.00	1.08	1,234.89	0.00	1,234.89
Total Bad Debt Write-Offs - Tenant Rents	0.45	-85.92	0.00	1.08	1,234.89	0.00	1,234.89
TOTAL OTHER GENERAL EXPENSES	4.97	943.80	2,079.31	7.32	8,343.45	12,475.86	-4,132.41

INTEREST EXP & AMORTIZATION COST

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 2, Family Sites
September, 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	406.29	77,194.16	79,614.79	402.45	458,788.02	477,688.74	-18,900.72
NET (REVENUE)/EXPENSE	51.11	9,711.34	4,237.45	40.20	45,824.60	25,424.70	20,399.90
<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	133,500.00	137,500.02	-4,000.02
Total Depreciation Expense	117.11	22,250.00	22,916.67	117.11	133,500.00	137,500.02	-4,000.02
TOTAL MISCELLANEOUS EXPENSES	117.11	22,250.00	22,916.67	117.11	133,500.00	137,500.02	-4,000.02
TOTAL EXPENSES	168.22	31,961.34	27,154.12	157.30	179,324.60	162,924.72	16,399.88
<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	-25,424.70	25,424.70
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	-25,424.70	25,424.70
TOTAL OTHER FINANCING SOURCES (USES)	0.00	0.00	-4,237.45	0.00	0.00	-25,424.70	25,424.70
EXCESS (REVENUE)/EXPENSE	168.22	31,961.34	22,916.67	157.30	179,324.60	137,500.02	41,824.58

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
September, 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	306.00	306.00	0.00
TENANT REVENUE							
Tenant Rent Revenue							
10-1-000-006-3110.000 Dwelling Rent	273.67	-13,957.00	-14,000.00	273.12	-83,575.00	-84,000.00	425.00
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	273.67	-13,957.00	-14,000.00	273.12	-83,575.00	-84,000.00	425.00
Tenant Revenue - Other							
10-1-000-006-3120.000 Ecess Utilities	0.00	0.00	-6.25	0.25	-75.00	-37.50	-37.50
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	0.00	0.00	-8.33	0.34	-104.00	-49.98	-54.02
10-1-000-006-3690.100 Late Fees	0.00	0.00	-8.33	0.15	-47.20	-49.98	2.78
10-1-000-006-3690.120 Violation Fees	0.00	0.00	-4.17	0.00	0.00	-25.02	25.02
10-1-000-006-3690.140 Returned Check Charge	0.00	0.00	-4.17	0.08	-25.00	-25.02	0.02
10-1-000-006-3690.150 Laundry Income	6.96	-355.00	-541.67	6.76	-2,069.00	-3,250.02	1,181.02
10-1-000-006-3690.160 Vending Machine Inc	0.00	0.00	-12.50	0.25	-76.31	-75.00	-1.31
10-1-000-006-3690.180 Labor	0.00	0.00	-25.00	0.30	-90.75	-150.00	59.25
10-1-000-006-3690.200 Materials	0.02	-1.00	-8.33	0.08	-25.63	-49.98	24.35
Total Tenant Revenue Other	6.98	-356.00	-618.75	8.21	-2,512.89	-3,712.50	1,199.61
TOTAL TENANT REVENUE	280.65	-14,313.00	-14,618.75	281.33	-86,087.89	-87,712.50	1,624.61
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	3.96	-202.08	-4.17	3.99	-1,220.42	-25.02	-1,195.40
10-1-000-006-8020.000 Oper Sub - Curr Yr	76.70	-3,911.75	-4,125.00	94.15	-28,808.75	-24,750.00	-4,058.75
Total HUD/Other Grants & Invest Income	80.66	-4,113.83	-4,129.17	98.13	-30,029.17	-24,775.02	-5,254.15
Other Revenue							
10-1-000-006-3850.000 Inspection(s) Income	0.00	0.00	-8.33	0.00	0.00	-49.98	49.98
10-1-000-006-3850.005 Income Other Amps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	39.51	-12,089.15	0.00	-12,089.15
Total Other Revenue	0.00	0.00	-8.33	39.51	-12,089.15	-49.98	-12,039.17
TOTAL OTHER REVENUE	80.66	-4,113.83	-4,137.50	137.64	-42,118.32	-24,825.00	-17,293.32
TOTAL REVENUE	361.31	-18,426.83	-18,756.25	418.97	-128,206.21	-112,537.50	-15,668.71

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
September, 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	70.65	21,619.91	22,249.98	-630.07
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	70.65	21,619.91	22,249.98	-630.07
Benefit Contributions - Administrative							
10-1-000-006-4110.500 Emp Benefit - Admin	21.89	1,116.40	1,250.00	22.67	6,936.85	7,500.00	-563.15
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	1,116.40	1,250.00	22.67	6,936.85	7,500.00	-563.15
Fee Expenses							
10-1-000-006-4120.100 Management Fee Exp	70.22	3,581.41	3,728.00	71.90	22,000.09	22,368.00	-367.91
10-1-000-006-4120.200 Asset Mngt Fee Exp	10.00	510.00	510.00	10.00	3,060.00	3,060.00	0.00
10-1-000-006-4120.300 Bookkeeping Exp	7.21	367.50	383.00	7.38	2,257.50	2,298.00	-40.50
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	87.43	4,458.91	4,621.00	89.27	27,317.59	27,726.00	-408.41
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	2.63	805.81	874.98	-69.17
10-1-000-006-4180.000 Telephone	9.25	471.75	333.33	9.32	2,850.75	1,999.98	850.77
10-1-000-006-4190.100 Postage	0.14	7.05	8.33	0.12	36.40	49.98	-13.58
10-1-000-006-4190.200 Office Supplies	2.79	142.25	8.33	0.75	230.70	49.98	180.72
10-1-000-006-4190.300 Paper Supplies	0.00	0.00	12.50	0.00	0.00	75.00	-75.00
10-1-000-006-4190.400 Printing/printers	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-006-4190.401 Printing Supplies	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
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	49.98	-49.98
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	0.46	139.98	124.98	15.00
10-1-000-006-4190.800 Internet Services	5.78	294.57	37.50	1.92	586.37	225.00	361.37
10-1-000-006-4190.850 IT Support	14.89	759.64	8.33	2.48	759.64	49.98	709.66
Total Office Expense	33.37	1,701.63	612.47	17.68	5,409.65	3,674.82	1,734.83
Legal Expense							
10-1-000-006-4130.000 Legal Expense	0.00	0.00	4.17	0.00	0.00	25.02	-25.02
10-1-000-006-4190.900 Court Costs	0.00	0.00	4.17	0.00	0.00	25.02	-25.02
Total Legal Expense	0.00	0.00	8.34	0.00	0.00	50.04	-50.04
Travel Expense							
10-1-000-006-4150.000 Travel - Staff	0.00	0.00	4.17	0.16	49.43	25.02	24.41
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	100.02	-100.02
Total Travel Expense	0.00	0.00	20.84	0.16	49.43	125.04	-75.61
Other Expense							
10-1-000-006-4120.400 Fee for Service Exp	0.00	0.00	0.00	0.64	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	25.02	-25.02

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
September, 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	100.02	-100.02
10-1-000-006-4160.500 Translating/Interp Serv.	0.00	0.00	4.17	0.00	0.00	25.02	-25.02
10-1-000-006-4170.000 Accounting Fee	0.00	0.00	6.25	0.00	0.00	37.50	-37.50
10-1-000-006-4190.000 Other Sundry	0.00	0.00	20.83	0.00	0.00	124.98	-124.98
10-1-000-006-4190.950 Background Verification	1.57	79.97	8.33	0.34	104.96	49.98	54.98
Total Other Expense	1.57	79.97	60.42	0.98	300.17	362.52	-62.35
TOTAL OPERATING EXPENSE - Admin	210.99	10,760.41	10,281.40	201.42	61,633.60	61,688.40	-54.80
<u>TENANT SERVICES</u>							
Tenant Services - Other							
10-1-000-006-4220.110 Ten Ser-Recreation	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
Total Tenant Services - Other	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
TOTAL TENANT SERVICES EXPENSE	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
<u>MAINTENANCE & OPERATIONS EXPENSE</u>							
Maintenance - Labor & OT							
10-1-000-006-4410.000 Maintenance - Labor	53.33	2,720.00	3,125.00	56.79	17,378.51	18,750.00	-1,371.49
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	1.00	51.00	20.83	0.45	136.42	124.98	11.44
10-1-000-006-4410.200 Maint - Other Amps	3.56	181.48	0.00	8.40	2,570.96	0.00	2,570.96
Total Maintenance - Labor & OT	57.89	2,952.48	3,145.83	65.64	20,085.89	18,874.98	1,210.91
Benefit Contributions - Maintenance							
10-1-000-006-4410.500 Emp Benefit - Maint	12.39	631.69	750.00	13.26	4,058.94	4,500.00	-441.06
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.	12.39	631.69	750.00	13.26	4,058.94	4,500.00	-441.06
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	49.98	-49.98
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	12.48	-12.48
10-1-000-006-4420.050 Landscape/Grounds Sup	70.59	3,600.00	16.67	11.80	3,609.89	100.02	3,509.87
10-1-000-006-4420.051 Gasoline for mowing	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-006-4420.070 Electrical Supplies	2.30	117.18	25.00	0.39	119.68	150.00	-30.32
10-1-000-006-4420.080 Plumbing Supplies	0.03	1.61	41.67	0.02	4.61	250.02	-245.41
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	0.00	0.00	66.67	1.89	576.91	400.02	176.89
10-1-000-006-4420.110 Routine Maint.Supplies	11.16	569.37	250.00	2.96	906.23	1,500.00	-593.77
10-1-000-006-4420.120 Other Misc Supplies	2.41	123.00	20.83	1.51	463.08	124.98	338.10
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	49.98	-49.98
10-1-000-006-4420.130 Security Supplies	0.00	0.00	4.17	0.00	0.00	25.02	-25.02
Total Maintenance - Materials/Supplies	86.49	4,411.16	452.08	18.56	5,680.40	2,712.48	2,967.92
Maintenance - Contracts							
10-1-000-006-4430.010 Garbage & Trash Cont	4.52	230.70	166.67	3.94	1,204.20	1,000.02	204.18
10-1-000-006-4430.020 Heating & Cooling Cont	0.00	0.00	25.00	2.04	623.00	150.00	473.00
10-1-000-006-4430.030 Snow Removal Contract	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
10-1-000-006-4430.040 Elevator Maint Cont	0.00	0.00	500.00	7.54	2,307.64	3,000.00	-692.36
10-1-000-006-4430.050 Landscape & Grds Cont	0.00	0.00	33.33	0.93	285.00	199.98	85.02

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
10-1-000-006-4430.070 Electrical Contracts	7.45	379.85	20.83	2.75	842.06	124.98	717.08
10-1-000-006-4430.080 Plumbing Contracts	6.30	321.50	250.00	8.64	2,643.69	1,500.00	1,143.69
10-1-000-006-4430.090 Extermination Contracts	0.00	0.00	166.67	0.00	0.00	1,000.02	-1,000.02
10-1-000-006-4430.100 Janitorial Contracts	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4430.110 Routing Maint Cont	3.24	165.41	166.67	0.90	275.31	1,000.02	-724.71
10-1-000-006-4430.120 Other Misc. Cont Cost	0.00	0.00	16.67	39.69	12,144.90	100.02	12,044.88
10-1-000-006-4430.121 Laundry Equip Contract	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
10-1-000-006-4431.000 Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Maintenance - Contracts	21.52	1,097.46	1,395.84	66.42	20,325.80	8,375.04	11,950.76
TOTAL MAINTENANCE EXPENSES	178.29	9,092.79	5,743.75	163.89	50,151.03	34,462.50	15,688.53
<u>UTILITIES EXPENSE</u>							
Utilities Expense							
10-1-000-006-4310.000 Water	6.22	317.05	250.00	5.43	1,661.77	1,500.00	161.77
10-1-000-006-4315.000 Sewer	5.04	257.27	250.00	3.53	1,080.14	1,500.00	-419.86
10-1-000-006-4320.000 Electric	25.99	1,325.46	666.67	18.84	5,764.17	4,000.02	1,764.15
10-1-000-006-4330.000 Gas	3.49	177.74	458.33	5.38	1,644.89	2,749.98	-1,105.09
Total Utilities Expense	40.74	2,077.52	1,625.00	33.17	10,150.97	9,750.00	400.97
TOTAL UTILITIES EXPENSE	40.74	2,077.52	1,625.00	33.17	10,150.97	9,750.00	400.97
<u>TOTAL PROTECTIVE SERVICES EXPENSE</u>							
Protective Services - Contract							
10-1-000-006-4480.000 Police Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4480.100 ADT Contract	0.00	0.00	150.00	6.02	1,843.53	900.00	943.53
10-1-000-006-4480.500 Security Contract	22.92	1,168.80	0.00	6.60	2,020.20	0.00	2,020.20
Total Protective Services - Contract	22.92	1,168.80	150.00	12.63	3,863.73	900.00	2,963.73
TOTAL PROTECTIVE SERVICES EXPENSE	22.92	1,168.80	150.00	12.63	3,863.73	900.00	2,963.73
<u>INSURANCE PREMIUMS EXPENSE</u>							
Insurance Expenses							
10-1-000-006-4510.010 Property Insurance	15.05	767.78	750.00	15.05	4,606.68	4,500.00	106.68
10-1-000-006-4510.015 Equipment Insurance	0.65	32.94	33.33	0.65	197.64	199.98	-2.34
10-1-000-006-4510.020 Liability Insurance	2.41	122.80	125.00	2.41	736.80	750.00	-13.20
10-1-000-006-4510.025 PE & PO Insurance	1.50	76.33	83.33	1.50	457.98	499.98	-42.00
10-1-000-006-4510.030 Work Comp	4.46	227.51	250.00	4.46	1,365.06	1,500.00	-134.94
10-1-000-006-4510.035 Auto Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4510.040 Other Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Insurance Expenses	24.07	1,227.36	1,241.66	24.07	7,364.16	7,449.96	-85.80
TOTAL INSURANCE PREMIUMS EXPENSE	24.07	1,227.36	1,241.66	24.07	7,364.16	7,449.96	-85.80
<u>GENERAL EXPENSES</u>							
General Expenses							
10-1-000-006-4530.000 Term Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4590.000 Other General	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-1-000-006-4595.000 Compensated Absences	0.00	0.00	0.00	0.00	0.00	0.00	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

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - AMP 3, Bluebell
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
10-1-000-006-4520.000 Pay in lieu of Tax	23.29	1,187.94	1,624.42	23.99	7,342.40	9,746.52	-2,404.12
Total Payment In Lieu Of Taxes - PILOT	23.29	1,187.94	1,624.42	23.99	7,342.40	9,746.52	-2,404.12
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	23.29	1,187.94	1,624.42	23.99	7,342.40	9,746.52	-2,404.12
<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	500.29	25,514.82	20,707.90	459.17	140,505.89	124,247.40	16,258.49
NET (REVENUE)/EXPENSE	138.98	7,087.99	1,951.65	40.20	12,299.68	11,709.90	589.78
<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	82,383.60	0.00	82,383.60
Total Depreciation Expense	269.23	13,730.60	0.00	269.23	82,383.60	0.00	82,383.60
TOTAL MISCELLANEOUS EXPENSES	269.23	13,730.60	0.00	269.23	82,383.60	0.00	82,383.60
TOTAL EXPENSES	408.21	20,818.59	1,951.65	309.42	94,683.28	11,709.90	82,973.38
<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	-11,710.02	11,710.02
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	-11,710.02	11,710.02
TOTAL OTHER FINANCING SOURCES	0.00	0.00	-1,951.67	0.00	0.00	-11,710.02	11,710.02
EXCESS (REVENUE)/EXPENSE	408.21	20,818.59	-0.02	309.42	94,683.28	-0.12	94,683.40

Date:
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Knox County Housing Authority
INCOME STATEMENT - HCV ADMIN & HAP & HA
September, 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	1,680.00	1,680.00	0.00
ADMIN OPERATING INCOME							
Interest Income							
30-1-000-000-3300.000 Int Reserve	0.43	-119.74	-29.17	0.54	-900.93	-175.02	-725.91
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	0.43	-119.74	-29.17	0.54	-900.93	-175.02	-725.91
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	1.31	-368.00	-291.67	0.72	-1,210.50	-1,750.02	539.52
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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Income	1.31	-368.00	-291.67	0.72	-1,210.50	-1,750.02	539.52
Admin Fee Subsidy							
30-1-000-000-8026.500 Admin Fee Rec Curr Yr	30.53	-8,548.00	-8,333.33	32.65	-54,858.00	-49,999.98	-4,858.02
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	30.53	-8,548.00	-8,333.33	32.65	-54,858.00	-49,999.98	-4,858.02
TOTAL ADMIN OPERATING INCOME	32.27	-9,035.74	-8,654.17	33.91	-56,969.43	-51,925.02	-5,044.41
ADMIN EXPENSES							
ADMIN OPERATING EXPENSE							
Admin Salaries							
30-1-000-000-4110.000 Admin Salaries	16.70	4,676.24	6,750.00	17.68	29,707.29	40,500.00	-10,792.71
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	1,772.93	2,666.67	6.20	10,421.72	16,000.02	-5,578.30
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	6,449.17	9,416.67	23.89	40,129.01	56,500.02	-16,371.01
Fee Expense							
30-1-000-000-4120.100 Management Fees	8.06	2,256.00	2,220.00	7.84	13,164.00	13,320.00	-156.00
30-1-000-000-4120.300 Bookkeep. Fees	5.04	1,410.00	1,388.00	4.90	8,227.50	8,328.00	-100.50
Total Fees Expense	13.09	3,666.00	3,608.00	12.73	21,391.50	21,648.00	-256.50
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	1.93	540.00	250.00	0.69	1,160.85	1,500.00	-339.15
30-1-000-000-4150.000 Travel - Staff	0.00	0.00	20.83	0.01	24.71	124.98	-100.27
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	1.43	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	49.98	-49.98
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	349.98	-349.98
30-1-000-000-4180.000 Telephone	0.14	39.47	100.00	0.14	235.48	600.00	-364.52
30-1-000-000-4190.000 Other Sundry	0.03	9.31	62.50	0.47	796.93	375.00	421.93
30-1-000-000-4190.100 Postage	0.41	115.56	141.67	0.57	958.36	850.02	108.34
30-1-000-000-4190.200 Inspections	0.34	96.00	62.50	0.11	192.00	375.00	-183.00

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - HCV ADMIN & HAP & HA
September, 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	100.02	-100.02
30-1-000-000-4190.401 Printing Supplies	0.00	0.00	16.67	0.00	0.00	100.02	-100.02
30-1-000-000-4190.550 Computers	0.00	0.00	8.33	0.00	0.00	49.98	-49.98
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	0.50	138.72	8.33	0.14	238.70	49.98	188.72
30-1-000-000-4190.950 Background Verification	0.39	109.96	8.33	0.24	405.78	49.98	355.80
Total Admin Sundry & w/o Sundry	3.75	1,049.02	762.49	3.82	6,422.81	4,574.94	1,847.87
TOTAL ADMIN EXPENSE	39.87	11,164.19	13,787.16	40.44	67,943.32	82,722.96	-14,779.64
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	568.02	362.52	205.50
30-1-000-000-4510.030 Work Comp Insurance	0.75	209.50	183.33	0.75	1,257.00	1,099.98	157.02
30-1-000-000-4510.035 Auto Insurance	0.19	52.25	50.00	0.19	313.50	300.00	13.50
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	0.16	-272.25	-375.00	102.75
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	1.50	421.20	333.33	1.46	2,453.15	1,999.98	453.17
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	2.78	777.62	564.58	2.57	4,319.42	3,387.48	931.94
TOTAL GENERAL EXPENSE	2.78	777.62	564.58	2.57	4,319.42	3,387.48	931.94
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	112.50	-112.50
Total Depreciation Expense	0.00	0.00	18.75	0.00	0.00	112.50	-112.50
TOTAL ADMIN EXPENSES	42.65	11,941.81	14,370.49	43.01	72,262.74	86,222.94	-13,960.20
ADMIN (Profit)/Loss w/ Depreciation	10.38	2,906.07	5,716.32	9.10	15,293.31	34,297.92	-19,004.61

Date:
Time:
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Knox County Housing Authority
INCOME STATEMENT - HCV ADMIN & HAP & HA
September, 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	1.31	-368.00	-375.00	0.72	-1,211.50	-2,250.00	1,038.50
30-1-000-000-3300.500 Int Reserve Surplus-HAP	0.00	0.00	-8.33	0.00	0.00	-49.98	49.98
30-1-000-000-8026.000 Ann Contr-Cur Yr	250.73	-70,203.00	-54,831.08	270.06	-453,696.00	-328,986.48	-124,709.52
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	252.04	-70,571.00	-55,214.41	270.78	-454,907.50	-331,286.46	-123,621.04
TOTAL HAP INCOME	252.04	-70,571.00	-55,214.41	270.78	-454,907.50	-331,286.46	-123,621.04
HAP EXPENSES							
HAP Expenses							
30-1-000-000-4715.010 HAP-Occupied Units	215.37	60,304.00	68,750.00	207.33	348,314.00	412,500.00	-64,186.00
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	8.50	2,380.00	3,083.33	9.58	16,094.00	18,499.98	-2,405.98
30-1-000-000-4715.050 HAP-Homeownership	0.00	0.00	250.00	0.00	0.00	1,500.00	-1,500.00
30-1-000-000-4715.070 HAP-Portable	43.16	12,085.00	8,333.33	41.62	69,925.00	49,999.98	19,925.02
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	267.03	74,769.00	80,416.66	258.53	434,333.00	482,499.96	-48,166.96
TOTAL HAP EXPENSE	267.03	74,769.00	80,416.66	258.53	434,333.00	482,499.96	-48,166.96
General HAP Expenses							
30-1-000-000-4570.200 Collection Loss HUD	0.00	0.00	-62.50	0.16	-272.25	-375.00	102.75
Total General HAP Expenses	0.00	0.00	-62.50	0.16	-272.25	-375.00	102.75
TOTAL GENERAL HAP EXPENSES	0.00	0.00	-62.50	0.16	-272.25	-375.00	102.75
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	267.03	74,769.00	80,354.16	258.37	434,060.75	482,124.96	-48,064.21
Remaining HAP to/from Reserve	14.99	4,198.00	25,139.75	12.41	-20,846.75	150,838.50	-171,685.25

Date:
Time:
11

KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
September, 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	432.00	432.00	0.00
REVENUE							
<u>TENANT REVENUE</u>							
Tenant Rent Revenue							
60-1-000-000-5120.000 Rent - Brentwood	370.04	-26,643.00	-25,583.33	361.03	-155,967.00	-153,499.98	-2,467.02
60-1-000-000-5125.000 PHA Rent	56.46	-4,065.00	-5,416.67	63.96	-27,631.00	-32,500.02	4,869.02
60-1-000-000-5320.000 Rent Adjustments	1.50	108.00	0.00	1.67	-723.00	0.00	-723.00
Total Tenant Rent Revenue	425.00	-30,600.00	-31,000.00	426.67	-184,321.00	-186,000.00	1,679.00
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	3,700.02	-3,700.02
Total Vacancies Revenue	0.00	0.00	616.67	0.00	0.00	3,700.02	-3,700.02
TOTAL TENANT REVENUE	425.00	-30,600.00	-30,383.33	426.67	-184,321.00	-182,299.98	-2,021.02
<u>INVESTMENT REVENUE</u>							
Investment Revenue							
60-1-000-000-5410.000 Interest Income	4.54	-327.09	-191.67	6.02	-2,599.72	-1,150.02	-1,449.70
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	4.54	-327.09	-191.67	6.02	-2,599.72	-1,150.02	-1,449.70
TOTAL INVESTMENT INCOME	4.54	-327.09	-191.67	6.02	-2,599.72	-1,150.02	-1,449.70
<u>OTHER REVENUE</u>							
Other Revenue							
60-1-000-000-5900.000 Other Income	0.00	0.00	-8.33	0.13	-54.31	-49.98	-4.33
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	3.61	-260.00	-340.00	3.99	-1,724.26	-2,040.00	315.74
60-1-000-000-5920.000 Bad Check Charges	0.00	0.00	-1.67	0.05	-20.00	-10.02	-9.98
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	3.13	-225.00	-600.00	4.20	-1,815.59	-3,600.00	1,784.41
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	3.56	-256.00	-125.00	2.70	-1,165.00	-750.00	-415.00
60-1-000-000-5926.000 Violation Charges	0.00	0.00	-36.25	1.01	-435.00	-217.50	-217.50
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	10.29	-741.00	-1,111.25	12.07	-5,214.16	-6,667.50	1,453.34
TOTAL OTHER REVENUE	10.29	-741.00	-1,111.25	12.07	-5,214.16	-6,667.50	1,453.34
TOTAL REVENUE	439.83	-31,668.09	-31,686.25	444.76	-192,134.88	-190,117.50	-2,017.38

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KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
September, 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	33.82	14,608.74	14,899.98	-291.24
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	697.92	766.67	9.97	4,307.00	4,600.02	-293.02
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	2,997.42	3,250.00	43.79	18,915.74	19,500.00	-584.26
Admin Sundry							
60-1-000-000-6210.000 Admin. Advertisement	0.12	8.93	41.67	0.59	252.80	250.02	2.78
60-1-000-000-6250.000 Misc Renting Expense	0.00	0.00	141.67	0.87	374.00	850.02	-476.02
60-1-000-000-6311.000 Office Expense-Brent	2.19	157.37	150.00	0.89	383.67	900.00	-516.33
60-1-000-000-6311.050 Office Rental Expense	2.95	212.50	212.50	2.95	1,275.00	1,275.00	0.00
60-1-000-000-6311.100 Phone/Internet Service	0.61	43.77	180.00	2.25	973.72	1,080.00	-106.28
60-1-000-000-6311.150 IT Support	0.46	33.25	33.33	0.12	50.28	199.98	-149.70
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	450.00	-450.00
60-1-000-000-6360.000 Training - Staff	3.83	275.75	83.33	0.71	305.75	499.98	-194.23
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	3.01	216.66	125.00	1.21	523.13	750.00	-226.87
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	0.00	0.00	166.67	0.41	-175.80	1,000.02	-1,175.82
60-1-000-000-6380.000 Consulting Services	0.00	0.00	100.00	0.00	0.00	600.00	-600.00
60-1-000-000-6380.500 Translating/Interp Serv.	0.00	0.00	16.67	0.00	0.00	100.02	-100.02
60-1-000-000-6399.000 Other Administrative	0.00	0.00	116.67	0.13	55.41	700.02	-644.61
Total Admin Sundry	13.17	948.23	1,442.51	9.30	4,017.96	8,655.06	-4,637.10
Fee Expense							
60-1-000-000-6320.000 Management Fees	72.07	5,189.39	5,263.00	72.24	31,209.43	31,578.00	-368.57
60-1-000-000-6351.000 Bookkeeping Fees	8.88	639.00	540.00	8.90	3,843.00	3,240.00	603.00
Total Fee Expense	80.95	5,828.39	5,803.00	81.14	35,052.43	34,818.00	234.43
TOTAL OPERATING EXPENSES	135.75	9,774.04	10,495.51	134.23	57,986.13	62,973.06	-4,986.93
UTILITIES							
Utilities Expense							
60-1-000-000-6450.000 Utilites - Electric	6.08	437.67	500.00	4.07	1,758.47	3,000.00	-1,241.53
60-1-000-000-6451.000 Utilites - Water	10.97	789.99	833.33	8.54	3,691.23	4,999.98	-1,308.75
60-1-000-000-6452.000 Utilites - Gas	1.68	121.31	150.00	1.74	752.12	900.00	-147.88
60-1-000-000-6453.000 Utilites - Sewer	9.96	716.85	766.67	7.78	3,362.26	4,600.02	-1,237.76
Total Utilities	28.69	2,065.82	2,250.00	22.14	9,564.08	13,500.00	-3,935.92
TOTAL UTILITIES	28.69	2,065.82	2,250.00	22.14	9,564.08	13,500.00	-3,935.92
MAINTENANCE EXPENSES							
Maintenance Salaries							
60-1-000-000-6510.000 Maintenance Salaries	51.59	3,714.40	4,041.67	54.62	23,595.85	24,250.02	-654.17
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	124.98	-124.98
60-1-000-000-6510.500 Maint. Employee Ben.	19.63	1,413.38	1,562.50	20.47	8,844.20	9,375.00	-530.80
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	5,127.78	5,625.00	75.09	32,440.05	33,750.00	-1,309.95

Date:
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KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
September, 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	0.16	68.14	300.00	-231.86
60-1-000-000-6515.030 Snow Removal Supplies	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
60-1-000-000-6515.050 Lndscape/Grnd Supplies	0.47	33.80	158.33	0.66	285.76	949.98	-664.22
60-1-000-000-6515.070 Electrical Supplies	2.58	185.61	133.33	1.54	663.93	799.98	-136.05
60-1-000-000-6515.080 Plumbing Supplies	0.64	46.21	383.33	5.35	2,309.79	2,299.98	9.81
60-1-000-000-6515.100 Janitorial Supplies	0.16	11.84	83.33	1.63	703.20	499.98	203.22
60-1-000-000-6515.110 Routine Maint. Supplies	0.00	0.00	800.00	1.47	636.09	4,800.00	-4,163.91
60-1-000-000-6515.114 Painting Supplies - BW	0.00	0.00	183.33	0.38	162.84	1,099.98	-937.14
60-1-000-000-6515.115 Refrigerators	0.00	0.00	83.33	0.00	0.00	499.98	-499.98
60-1-000-000-6515.116 Stoves	0.00	0.00	58.33	0.00	0.00	349.98	-349.98
60-1-000-000-6515.120 Misc. Other Supplies	0.00	0.00	41.67	0.47	201.89	250.02	-48.13
Total Maintenance Supplies	3.85	277.46	2,016.65	11.65	5,031.64	12,099.90	-7,068.26
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	13.21	951.13	816.67	12.70	5,484.26	4,900.02	584.24
60-1-000-000-6520.020 Heat/Cool Contract	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
60-1-000-000-6520.030 Snow Removal Contract	0.00	0.00	165.00	0.00	0.00	990.00	-990.00
60-1-000-000-6520.050 Landscape&Grds Cont	0.00	0.00	166.67	0.77	332.00	1,000.02	-668.02
60-1-000-000-6520.070 Electrical Contract	0.00	0.00	66.67	0.00	0.00	400.02	-400.02
60-1-000-000-6520.080 Plumbing Contract	0.00	0.00	137.50	0.44	189.50	825.00	-635.50
60-1-000-000-6520.090 Extermination Contract	6.42	462.24	183.33	5.38	2,324.48	1,099.98	1,224.50
60-1-000-000-6520.100 Janitorial Contract	0.00	0.00	108.33	1.04	450.00	649.98	-199.98
60-1-000-000-6520.110 Routine Maint. Contract	0.17	12.00	100.00	1.14	490.70	600.00	-109.30
60-1-000-000-6520.111 Carpet Repr/Repl Cont.	0.00	0.00	558.33	0.00	0.00	3,349.98	-3,349.98
60-1-000-000-6520.120 Misc. Other Contracts	308.96	22,245.00	3,683.33	198.37	85,694.00	22,099.98	63,594.02
Total Maintenance Contracts	328.76	23,670.37	6,027.50	219.83	94,964.94	36,165.00	58,799.94
TOTAL MAINTENANCE	403.83	29,075.61	13,669.15	306.57	132,436.63	82,014.90	50,421.73
TAXES & INSURANCE EXPENSE							
Taxes & Insurance Expense							
60-1-000-000-6710.000 PILOT - Real Estate Tax	19.82	1,426.71	1,406.67	20.23	8,737.85	8,440.02	297.83
60-1-000-000-6720.000 Property Insurance	9.69	697.98	708.33	9.69	4,187.88	4,249.98	-62.10
60-1-000-000-6720.500 Equipment Insurance	0.65	46.48	47.92	0.65	278.88	287.52	-8.64
60-1-000-000-6721.000 Liability Insurance	2.41	173.30	177.08	2.41	1,039.80	1,062.48	-22.68
60-1-000-000-6721.500 PE & PO Insuranace	1.06	76.33	79.17	1.06	457.98	475.02	-17.04
60-1-000-000-6722.000 Work Comp Insurance	3.03	218.40	225.00	3.03	1,310.40	1,350.00	-39.60
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	36.66	2,639.20	2,644.17	37.07	16,012.79	15,865.02	147.77
TOTAL TAXES & INSURANCE EXPENSE	36.66	2,639.20	2,644.17	37.07	16,012.79	15,865.02	147.77

Date:
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KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP Brentwood
September, 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	30.15	2,170.84	2,333.33	30.16	13,027.70	13,999.98	-972.28
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	30.15	2,170.84	2,333.33	30.16	13,027.70	13,999.98	-972.28
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	30.15	2,170.84	2,333.33	30.16	13,027.70	13,999.98	-972.28
TOTAL EXPENSES BEFORE DEPRECIATION	635.08	45,725.51	31,392.16	530.16	229,027.33	188,352.96	40,674.37
NET REVENUE/EXPENSES (PROFIT)/LOSS	195.24	14,057.42	-294.09	85.40	36,892.45	-1,764.54	38,656.99
Depreciation Expense							
60-1-000-000-6600.000 Depreciation Expense	97.69	7,033.56	5,291.67	97.69	42,201.36	31,750.02	10,451.34
Total Depreciation Expense	97.69	7,033.56	5,291.67	97.69	42,201.36	31,750.02	10,451.34
TOTAL DEPRECIATION EXPENSE	97.69	7,033.56	5,291.67	97.69	42,201.36	31,750.02	10,451.34
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	292.93	21,090.98	4,997.58	183.09	79,093.81	29,985.48	49,108.33
TOTAL BOND PAYMENT	23.84	1,716.67	0.00	23.84	10,297.32	0.00	10,297.32

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KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
September, 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	390.00	390.00	0.00
REVENUE							
<u>TENANT REVENUE</u>							
Tenant Rent Revenue							
60-1-000-001-5120.000 Rent - Prairieland	336.95	-21,902.00	-20,980.42	330.68	-128,964.00	-125,882.52	-3,081.48
60-1-000-001-5125.000 PHA Rent	26.55	-1,726.00	-1,900.00	26.55	-10,356.00	-11,400.00	1,044.00
60-1-000-001-5126.000 Georgia HAP - Prairie S8	48.82	-3,173.00	-3,658.33	49.08	-19,143.00	-21,949.98	2,806.98
60-1-000-001-5320.000 Rent Adjustments	4.20	273.00	0.00	0.56	219.00	0.00	219.00
Total Tenant Rent Revenue	408.12	-26,528.00	-26,538.75	405.75	-158,244.00	-159,232.50	988.50
Excess Rent							
60-1-000-001-5970.000 Excess Rent	8.92	-580.00	-600.00	8.35	-3,257.00	-3,600.00	343.00
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	8.92	-580.00	-600.00	8.35	-3,257.00	-3,600.00	343.00
Vacancies Revenue							
60-1-000-001-5220.000 Vacancies	0.00	0.00	466.67	0.00	0.00	2,800.02	-2,800.02
Total Vacancies Revenue	0.00	0.00	466.67	0.00	0.00	2,800.02	-2,800.02
TOTAL TENANT REVENUE	417.05	-27,108.00	-26,672.08	414.11	-161,501.00	-160,032.48	-1,468.52
<u>INVESTMENT REVENUE</u>							
Investment Revenue							
60-1-000-001-5410.000 Interest Income	0.13	-8.14	-6.25	0.04	-16.07	-37.50	21.43
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	-8.14	-6.25	0.04	-16.07	-37.50	21.43
TOTAL INVESTMENT INCOME	0.13	-8.14	-6.25	0.04	-16.07	-37.50	21.43
<u>OTHER REVENUE</u>							
Other Revenue							
60-1-000-001-5127.000 Office Rent Receipt	3.27	-212.50	-212.50	3.27	-1,275.00	-1,275.00	0.00
60-1-000-001-5900.000 Other Income	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	-19.98	19.98
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	0.15	-10.00	-350.00	2.86	-1,117.00	-2,100.00	983.00
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	3.45	-224.00	-170.00	2.17	-847.00	-1,020.00	173.00
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	6.87	-446.50	-735.83	8.31	-3,239.00	-4,414.98	1,175.98
TOTAL OTHER REVENUE	6.87	-446.50	-735.83	8.31	-3,239.00	-4,414.98	1,175.98
TOTAL REVENUE	424.04	-27,562.64	-27,414.16	422.45	-164,756.07	-164,484.96	-271.11

EXPENSES

Date:
Time:
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KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
OPERATING EXPENSES							
Administrative Salaries & Benefits							
60-1-000-001-6330.000 Manager's Salaries	35.38	2,299.50	2,483.33	37.46	14,608.65	14,899.98	-291.33
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	11.04	4,306.68	4,600.02	-293.34
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	48.50	18,915.33	19,500.00	-584.67
Admin Sundry							
60-1-000-001-6210.000 Admin. Advertisement	0.14	8.92	33.33	0.51	198.00	199.98	-1.98
60-1-000-001-6250.000 Misc. Rent Expense	0.26	17.00	83.33	0.44	170.00	499.98	-329.98
60-1-000-001-6311.000 Office Expense-Prairie	2.37	154.26	150.00	0.95	371.23	900.00	-528.77
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	0.67	43.76	180.00	2.50	973.59	1,080.00	-106.41
60-1-000-001-6311.150 IT Support	0.51	33.25	33.33	0.16	63.64	199.98	-136.34
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	450.00	-450.00
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	4.24	275.75	83.33	0.78	305.75	499.98	-194.23
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	3.33	216.64	125.00	1.56	606.70	750.00	-143.30
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	1.38	539.00	1,249.98	-710.98
60-1-000-001-6380.000 Consulting Services	0.00	0.00	100.00	0.00	0.00	600.00	-600.00
60-1-000-001-6380.500 Translating/Interp Serv.	0.00	0.00	16.67	0.00	0.00	100.02	-100.02
60-1-000-001-6399.000 Other Administrative	0.00	0.00	175.00	0.00	0.00	1,050.00	-1,050.00
Total Admin Sundry	11.53	749.58	1,263.32	8.28	3,227.91	7,579.92	-4,352.01
Fee Expense							
60-1-000-001-6320.000 Management Fees	73.09	4,750.85	4,751.00	72.34	28,212.74	28,506.00	-293.26
60-1-000-001-6351.000 Bookkeeping Fees	9.00	585.00	488.00	8.91	3,474.00	2,928.00	546.00
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	82.09	5,335.85	5,239.00	81.25	31,686.74	31,434.00	252.74
TOTAL OPERATING EXPENSES	139.74	9,082.81	9,752.32	138.03	53,829.98	58,513.92	-4,683.94
UTILITIES							
Utilities Expense							
60-1-000-001-6450.000 Utilities Electric	5.68	369.34	441.67	5.41	2,110.67	2,650.02	-539.35
60-1-000-001-6451.000 Utilities Water	13.49	876.63	791.67	14.88	5,803.77	4,750.02	1,053.75
60-1-000-001-6452.000 Utilities Gas	1.27	82.53	130.00	1.17	455.50	780.00	-324.50
60-1-000-001-6453.000 Utilities Sewer	12.80	831.72	766.67	14.14	5,513.54	4,600.02	913.52
Total Utilities	33.23	2,160.22	2,130.01	35.60	13,883.48	12,780.06	1,103.42
TOTAL UTILITIES	33.23	2,160.22	2,130.01	35.60	13,883.48	12,780.06	1,103.42
MAINTENANCE EXPENSES							
Maintenance Salaries							
60-1-000-001-6510.000 Maintenance Salaries	57.14	3,714.40	4,041.67	60.50	23,595.85	24,250.02	-654.17
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	124.98	-124.98
60-1-000-001-6510.500 Maint. Employee Ben.	21.74	1,413.20	1,562.50	22.67	8,842.91	9,375.00	-532.09
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	5,127.60	5,625.00	83.18	32,438.76	33,750.00	-1,311.24
Maintenance Supplies							

Date:
Time:
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KNOX CO. HOUSING AUTHORITY A. H. P.
INCOME STATEMENT - AHP, Prairieland
September, 2018
Current Period

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
60-1-000-001-6515.010 Garbage/Trash Supples	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60-1-000-001-6515.020 Heating/Cooling Supplies	0.00	0.00	100.00	1.61	627.10	600.00	27.10
60-1-000-001-6515.030 Snow Removal Supplies	0.00	0.00	45.83	0.00	0.00	274.98	-274.98
60-1-000-001-6515.050 Lndscape/Grnd Supplies	2.09	135.74	275.00	5.78	2,252.96	1,650.00	602.96
60-1-000-001-6515.070 Electrical Supplies	3.02	196.26	116.67	1.03	401.20	700.02	-298.82
60-1-000-001-6515.080 Plumbing Supplies	0.00	0.00	208.33	0.62	240.68	1,249.98	-1,009.30
60-1-000-001-6515.100 Janitorial Supplies	0.54	34.99	58.33	0.72	281.25	349.98	-68.73
60-1-000-001-6515.110 Routine Maint. Supplies	2.50	162.24	541.67	3.32	1,294.10	3,250.02	-1,955.92
60-1-000-001-6515.114 Painting Supplies - PL	5.63	366.00	125.00	2.53	987.81	750.00	237.81
60-1-000-001-6515.115 Refrigerators	0.00	0.00	79.17	0.00	0.00	475.02	-475.02
60-1-000-001-6515.116 Stoves	0.00	0.00	66.67	0.00	0.00	400.02	-400.02
60-1-000-001-6515.120 Other Misc. Supplies	0.00	0.00	83.33	1.40	546.48	499.98	46.50
Total Maintenance Supplies	13.77	895.23	1,700.00	17.00	6,631.58	10,200.00	-3,568.42
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	4,755.12	4,350.00	405.12
60-1-000-001-6520.020 Heat/Cool Contract	0.00	0.00	50.00	0.27	105.00	300.00	-195.00
60-1-000-001-6520.030 Snow Removal Contract	0.00	0.00	125.00	0.00	0.00	750.00	-750.00
60-1-000-001-6520.050 Landscape&Grnds Cont	0.00	0.00	100.00	0.53	207.00	600.00	-393.00
60-1-000-001-6520.070 Electrical Contract	0.00	0.00	16.67	0.00	0.00	100.02	-100.02
60-1-000-001-6520.080 Plumbing Contract	0.00	0.00	41.67	0.00	0.00	250.02	-250.02
60-1-000-001-6520.090 Extermin Contract	6.52	423.72	141.67	2.17	847.44	850.02	-2.58
60-1-000-001-6520.100 Janitorial	0.00	0.00	33.33	0.17	64.98	199.98	-135.00
60-1-000-001-6520.110 Routine Main. Contract	0.00	0.00	41.67	0.24	93.40	250.02	-156.62
60-1-000-001-6520.111 Carpet Repr/Repl Cont.	0.00	0.00	500.00	0.00	0.00	3,000.00	-3,000.00
60-1-000-001-6520.120 Other Misc. Contracts	0.00	0.00	83.33	0.00	0.00	499.98	-499.98
Total Maintenance Contracts	18.94	1,231.24	1,858.34	15.57	6,072.94	11,150.04	-5,077.10
TOTAL MAINTENANCE	111.60	7,254.07	9,183.34	115.75	45,143.28	55,100.04	-9,956.76
TAXES & INSURANCE EXPENSE							
Taxes & Insurance Expense							
60-1-000-001-6710.000 PILOT - Real Estate Tax	18.69	1,214.90	1,440.08	17.97	7,008.58	8,640.48	-1,631.90
60-1-000-001-6720.000 Prpoerty Insurance	10.74	697.98	708.33	10.74	4,187.88	4,249.98	-62.10
60-1-000-001-6720.500 Equipment Insurance	0.66	42.63	45.83	0.66	255.78	274.98	-19.20
60-1-000-001-6721.000 Liability Insurance	2.45	158.95	162.50	2.45	953.70	975.00	-21.30
60-1-000-001-6721.500 PE & PO Insurance	1.17	76.33	79.17	1.17	457.98	475.02	-17.04
60-1-000-001-6722.000 Work Comp Insurance	3.36	218.40	225.00	3.36	1,310.40	1,350.00	-39.60
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	37.06	2,409.19	2,660.91	36.34	14,174.32	15,965.46	-1,791.14
TOTAL TAXES & INSURANCE EXPENSE	37.06	2,409.19	2,660.91	36.34	14,174.32	15,965.46	-1,791.14
MISCELLANEOUS EXPENSE							
Financial Expenses							
60-1-000-001-6810.000 Interest Payable	33.40	2,170.83	2,333.33	33.40	13,027.68	13,999.98	-972.30
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	33.40	2,170.83	2,333.33	33.40	13,027.68	13,999.98	-972.30
Amortization Expense							

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

	Period PUM	Period Amt	Mo Budget	YTD PUM	Current YTD	YTD Budget	Variance
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	33.40	2,170.83	2,333.33	33.40	13,027.68	13,999.98	-972.30
TOTAL EXPENSES BEFORE DEPRECIATION	355.03	23,077.12	26,059.91	359.12	140,058.74	156,359.46	-16,300.72
NET REVENUE/EXPENSES (PROFIT)/LOSS	69.01	-4,485.52	-1,354.25	63.33	-24,697.33	-8,125.50	-16,571.83
Depreciation Expense							
60-1-000-001-6600.000 Depreciation Expense	96.41	6,266.56	6,375.00	96.41	37,599.36	38,250.00	-650.64
Total Depreciation Expense	96.41	6,266.56	6,375.00	96.41	37,599.36	38,250.00	-650.64
TOTAL DEPRECIATION EXPENSE	96.41	6,266.56	6,375.00	96.41	37,599.36	38,250.00	-650.64
NET REVENUE/EXPENSE (PROFIT)/LOSS AFTER DEPRECIATION EXPENSE	27.40	1,781.04	5,020.75	33.08	12,902.03	30,124.50	-17,222.47
TOTAL BOND PAYMENT	26.41	1,716.67	0.00	26.40	10,297.32	0.00	10,297.32

Knox County Housing Authority
BOARD - COCC CASH FLOW STATEMENT
September 30, 2018

COCC - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	52,139.86	56,930.00	312,959.04	341,580.00	-28,620.96	683,160.00
TOTAL OPERATING INCOME	<u>52,139.86</u>	<u>56,930.00</u>	<u>312,959.04</u>	<u>341,580.00</u>	<u>-28,620.96</u>	<u>683,160.00</u>
OPERATING EXPENSE						
Total Administration Expenses	34,233.84	39,845.82	222,267.46	239,074.92	-16,807.46	478,150.00
Total Tenant Services	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilities Expenses	365.99	466.67	1,769.74	2,800.02	-1,030.28	5,600.00
Total Maintenance Expenses	54.32	437.47	15,570.36	2,624.82	12,945.54	5,250.00
General Expense	1,298.00	1,347.83	7,913.18	8,086.98	-173.80	16,174.00
TOTAL ROUTINE OPERATING EXPENSES	<u>35,952.15</u>	<u>42,097.79</u>	<u>247,520.74</u>	<u>252,586.74</u>	<u>-5,066.00</u>	<u>505,174.00</u>
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	63,712.50	-63,712.50	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	<u>35,952.15</u>	<u>52,716.54</u>	<u>247,520.74</u>	<u>316,299.24</u>	<u>-68,778.50</u>	<u>632,599.00</u>
NET REVENUE/-EXPENSE PROFIT/-LOSS						
	<u>16,187.71</u>	<u>4,213.46</u>	<u>65,438.30</u>	<u>25,280.76</u>	<u>40,157.54</u>	<u>50,561.00</u>
Total Depreciation Expense						
	69.61	33.42	417.66	200.52	217.14	401.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	<u>16,118.10</u>	<u>4,180.04</u>	<u>65,020.64</u>	<u>25,080.24</u>	<u>39,940.40</u>	<u>50,160.00</u>

Knox County Housing Authority
BOARD - AMP001 CASH FLOW STATEMENT
September 30, 2018

MOON TOWERS - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	60,946.11	63,290.27	387,651.12	379,741.62	7,909.50	759,483.00
TOTAL OPERATING INCOME	60,946.11	63,290.27	387,651.12	379,741.62	7,909.50	759,483.00
OPERATING EXPENSE						
Total Administration Expenses	24,371.64	25,651.67	144,420.15	153,910.02	-9,489.87	307,820.00
Total Tenant Services	0.00	75.00	8.45	450.00	-441.55	900.00
Total Utilities Expenses	6,115.07	5,995.84	32,394.17	35,975.04	-3,580.87	71,950.00
Total Maintenance Expenses	59,740.55	24,772.90	161,847.01	148,637.40	13,209.61	297,275.00
General Expense	6,714.61	6,167.09	42,553.56	37,002.54	5,551.02	74,005.00
TOTAL ROUTINE OPERATING EXPENSES	96,941.87	62,662.50	381,223.34	375,975.00	5,248.34	751,950.00
Total Non-Routine Expense	225.00	0.00	225.00	0.00	225.00	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	-196,508.52	196,508.52	-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	97,166.87	29,911.08	381,448.34	179,466.48	201,981.86	358,933.00
NET REVENUE/EXPENSE PROFIT/-LOSS	-36,220.76	33,379.19	6,202.78	200,275.14	-194,072.36	400,550.00
Total Depreciation Expense						
Total Depreciation Expense	29,693.23	33,333.33	178,159.38	199,999.98	-21,840.60	400,000.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-65,913.99	45.86	-171,956.60	275.16	-172,231.76	550.00

Knox County Housing Authority
BOARD - AMP002 CASH FLOW STATEMENT
September 30, 2018

FAMILY - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	67,482.82	75,377.34	412,963.42	452,264.04	-39,300.62	904,528.12
TOTAL OPERATING INCOME	67,482.82	75,377.34	412,963.42	452,264.04	-39,300.62	904,528.12
OPERATING EXPENSE						
Total Administration Expenses	30,524.86	31,885.43	184,540.03	191,312.58	-6,772.55	382,625.21
Total Tenant Services	178.99	777.03	8,774.42	4,662.18	4,112.24	9,324.44
Total Utilities Expenses	2,299.75	1,918.93	10,274.15	11,513.58	-1,239.43	23,027.22
Total Maintenance Expenses	38,444.92	39,305.26	218,044.93	235,831.56	-17,786.63	471,663.07
General Expense	5,745.64	5,728.14	37,154.49	34,368.84	2,785.65	68,737.62
TOTAL ROUTINE OPERATING EXPENSES	77,194.16	79,614.79	458,788.02	477,688.74	-18,900.72	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	-25,424.70	25,424.70	-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	77,194.16	75,377.34	458,788.02	452,264.04	6,523.98	904,528.12
NET REVENUE/EXPENSE PROFIT/-LOSS	-9,711.34	0.00	-45,824.60	0.00	-45,824.60	0.00
Total Depreciation Expense						
Total Depreciation Expense	22,250.00	22,916.67	133,500.00	137,500.02	-4,000.02	275,000.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-31,961.34	-22,916.67	-179,324.60	-137,500.02	-41,824.58	-275,000.00

Knox County Housing Authority
BOARD - AMP003 CASH FLOW STATEMENT
September 30, 2018

BLUEBELL - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	18,426.83	18,756.25	128,206.21	112,537.50	15,668.71	225,075.00
TOTAL OPERATING INCOME	18,426.83	18,756.25	128,206.21	112,537.50	15,668.71	225,075.00
OPERATING EXPENSE						
Total Administration Expenses	10,760.41	10,281.40	61,633.60	61,688.40	-54.80	123,377.00
Total Tenant Services	0.00	41.67	143.95	250.02	-106.07	500.00
Total Utilities Expenses	2,077.52	1,625.00	10,150.97	9,750.00	400.97	19,500.00
Total Maintenance Expenses	10,261.59	5,893.75	54,014.76	35,362.50	18,652.26	70,725.00
General Expense	2,415.30	2,866.08	14,706.56	17,196.48	-2,489.92	34,393.00
TOTAL ROUTINE OPERATING EXPENSES	25,514.82	20,707.90	140,649.84	124,247.40	16,402.44	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	-11,710.02	11,710.02	-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	25,514.82	18,756.23	140,649.84	112,537.38	28,112.46	225,075.00
NET REVENUE/EXPENSE PROFIT/-LOSS						
	-7,087.99	0.02	-12,443.63	0.12	-12,443.75	0.00
Total Depreciation Expense						
Total Depreciation Expense	13,730.60	0.00	82,383.60	0.00	82,383.60	0.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-20,818.59	0.02	-94,827.23	0.12	-94,827.35	0.00

Knox County Housing Authority
BOARD - LOW RENT CASH FLOW STATEMENT
September 30, 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	198,995.62	214,353.86	1,241,779.79	1,286,123.16	-44,343.37	2,572,246.12
TOTAL OPERATING INCOME	198,995.62	214,353.86	1,241,779.79	1,286,123.16	-44,343.37	2,572,246.12
OPERATING EXPENSE						
Total Administration Expenses	99,890.75	107,664.32	612,861.24	645,985.92	-33,124.68	1,291,972.21
Total Tenant Services	178.99	893.70	8,926.82	5,362.20	3,564.62	10,724.44
Total Utilities Expenses	10,858.33	10,006.44	54,589.03	60,038.64	-5,449.61	120,077.22
Total Maintenance Expenses	108,501.38	70,409.38	449,477.06	422,456.28	27,020.78	844,913.07
General Expense	16,173.55	16,109.14	102,327.79	96,654.84	5,672.95	193,309.62
TOTAL ROUTINE OPERATING EXPENSES	235,603.00	205,082.98	1,228,181.94	1,230,497.88	-2,315.94	2,460,996.56
Total Non-Routine Expense	225.00	0.00	225.00	0.00	225.00	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	-169,930.74	169,930.74	-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	235,828.00	176,761.19	1,228,406.94	1,060,567.14	167,839.80	2,121,135.12
NET REVENUE/EXPENSE PROFIT/-LOSS	-36,832.38	37,592.67	13,372.85	225,556.02	-212,183.17	451,111.00
Total Depreciation Expense	65,743.44	56,283.42	394,460.64	337,700.52	56,760.12	675,401.00
NET REVENUE W/DEPRECIATION PROFIT/-LOSS	-102,575.82	-18,690.75	-381,087.79	-112,144.50	-268,943.29	-224,290.00

**Knox County Housing Authority
BOARD - HCV CASH FLOW STATEMENT
September 30, 2018**

	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
HCV - OPERATING STATEMENT						
ADMIN OPERATING INCOME						
Total Admin Operating Income	9,403.74	9,037.50	58,180.93	54,225.00	3,955.93	108,450.00
TOTAL ADMIN OPERATING INCOME	9,403.74	9,037.50	58,180.93	54,225.00	3,955.93	108,450.00
OPERATING EXPENSES						
Total Admin Expenses	7,498.19	10,120.83	46,551.82	60,724.98	-14,173.16	121,450.00
Total Fees Expenses	3,666.00	3,666.33	21,391.50	21,997.98	-606.48	43,996.00
Total General Expenses	777.62	564.58	4,319.42	3,387.48	931.94	6,775.00
TOTAL OPERATING EXPENSES	11,941.81	14,351.74	72,262.74	86,110.44	-13,847.70	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	11,941.81	14,351.74	72,262.74	86,110.44	-13,847.70	172,221.00
NET REVENUE PROFIT/-LOSS						
	-2,538.07	-5,314.24	-14,081.81	-31,885.44	17,803.63	-63,771.00
Total Depreciation Expense	0.00	18.75	0.00	112.50	-112.50	225.00
NET REVENUE w/Depreciation PROFIT/-LOSS	-2,538.07	-5,332.99	-14,081.81	-31,997.94	17,916.13	-63,996.00
HAP - OPERATING STATEMENT						
HAP INCOME						
Total Income	70,571.00	55,206.08	454,907.50	331,236.48	123,671.02	662,473.00
TOTAL HAP INCOME	70,571.00	55,206.08	454,907.50	331,236.48	123,671.02	662,473.00
HAP EXPENSES						
Total HAP Expenses	74,769.00	80,416.66	434,333.00	482,499.96	-48,166.96	965,000.00
Total General HAP Expenses	0.00	-62.50	-272.25	-375.00	102.75	-750.00
TOTAL HAP EXPENSES	74,769.00	80,354.16	434,060.75	482,124.96	-48,064.21	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	-4,198.00	-25,148.08	20,846.75	-150,888.48	171,735.23	-301,777.00

Knox County Housing Authority
BOARD - BRENTWOOD CASH FLOW STATEMENT
September 30, 2018

BRENTWOOD - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	31,668.09	31,686.25	192,134.88	190,117.50	2,017.38	380,235.00
TOTAL OPERATING INCOME	<u>31,668.09</u>	<u>31,686.25</u>	<u>192,134.88</u>	<u>190,117.50</u>	<u>2,017.38</u>	<u>380,235.00</u>
OPERATING EXPENSE						
Total Administration Expenses	3,945.65	4,692.51	22,933.70	28,155.06	-5,221.36	56,310.00
Total Fee Expenses	5,828.39	5,803.00	35,052.43	34,818.00	234.43	69,636.00
Total Utilities Expenses	2,065.82	2,250.00	9,564.08	13,500.00	-3,935.92	27,000.00
Total Maintenance Expenses	29,075.61	13,669.15	132,436.63	82,014.90	50,421.73	164,030.00
Total Taxes & Insurance Expense	2,639.20	2,644.17	16,012.79	15,865.02	147.77	31,730.00
Total Financial Expenses	2,170.84	2,333.33	13,027.70	13,999.98	-972.28	28,000.00
TOTAL ROUTINE OPERATING EXPENSE	<u>45,725.51</u>	<u>31,392.16</u>	<u>229,027.33</u>	<u>188,352.96</u>	<u>40,674.37</u>	<u>376,706.00</u>
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	<u>45,725.51</u>	<u>31,392.16</u>	<u>229,027.33</u>	<u>188,352.96</u>	<u>40,674.37</u>	<u>376,706.00</u>
NET REVENUE PROFIT/-LOSS						
	<u>-14,057.42</u>	<u>294.09</u>	<u>-36,892.45</u>	<u>1,764.54</u>	<u>-38,656.99</u>	<u>3,529.00</u>
Total Depreciation Expense						
	7,033.56	5,291.67	42,201.36	31,750.02	10,451.34	63,500.00
NET REVENUE w/Depreciation PROFIT/-LOSS	<u>-21,090.98</u>	<u>-4,997.58</u>	<u>-79,093.81</u>	<u>-29,985.48</u>	<u>-49,108.33</u>	<u>-59,971.00</u>

Knox County Housing Authority
BOARD - PRAIRIELAND CASH FLOW STATEMENT
September 30, 2018

PRAIRIELAND - OPERATING STATEMENT	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	27,562.64	27,414.16	164,756.07	164,484.96	271.11	328,970.00
TOTAL OPERATING INCOME	27,562.64	27,414.16	164,756.07	164,484.96	271.11	328,970.00
OPERATING EXPENSE						
Total Administration Expenses	3,746.96	4,513.32	22,143.24	27,079.92	-4,936.68	54,160.00
Total Fee Expenses	5,335.85	5,239.00	31,686.74	31,434.00	252.74	62,868.00
Total Utilities Expenses	2,160.22	2,130.01	13,883.48	12,780.06	1,103.42	25,560.00
Total Maintenance Expenses	7,254.07	9,183.34	45,143.28	55,100.04	-9,956.76	110,200.00
Total Taxes & Insurance Expense	2,409.19	2,660.91	14,174.32	15,965.46	-1,791.14	31,931.00
Total Financial Expenses	2,170.83	2,333.33	13,027.68	13,999.98	-972.30	28,000.00
TOTAL ROUTINE OPERATING EXPENSE	23,077.12	26,059.91	140,058.74	156,359.46	-16,300.72	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	23,077.12	26,059.91	140,058.74	156,359.46	-16,300.72	312,719.00
NET REVENUE PROFIT/-LOSS						
	4,485.52	1,354.25	24,697.33	8,125.50	16,571.83	16,251.00
Total Depreciation Expense						
	6,266.56	6,375.00	37,599.36	38,250.00	-650.64	76,500.00
NET REVENUE w/Depreciation PROFIT/-LOSS	-1,781.04	-5,020.75	-12,902.03	-30,124.50	17,222.47	-60,249.00

**Knox County Housing Authority
BOARD - AHP CASH FLOW STATEMENT
September 30, 2018**

BRENTWOOD & PRAIRIELAND COMBINED	Current Period	Period Budget	Current Year	Year To Date Bu	Variance	Year Budget
OPERATING INCOME						
Total Operating Income	59,230.73	59,100.41	356,890.95	354,602.46	2,288.49	709,205.00
TOTAL OPERATING INCOME	59,230.73	59,100.41	356,890.95	354,602.46	2,288.49	709,205.00
OPERATING EXPENSE						
Total Administration Expenses	7,692.61	9,205.83	45,076.94	55,234.98	-10,158.04	110,470.00
Total Fee Expenses	11,164.24	11,042.00	66,739.17	66,252.00	487.17	132,504.00
Total Utilities Expenses	4,226.04	4,380.01	23,447.56	26,280.06	-2,832.50	52,560.00
Total Maintenance Expenses	36,329.68	22,852.49	177,579.91	137,114.94	40,464.97	274,230.00
Total Taxes & Insurance Expense	5,048.39	5,305.08	30,187.11	31,830.48	-1,643.37	63,661.00
Total Financial Expenses	4,341.67	4,666.66	26,055.38	27,999.96	-1,944.58	56,000.00
TOTAL ROUTINE OPERATING EXPENSE	68,802.63	57,452.07	369,086.07	344,712.42	24,373.65	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	68,802.63	57,452.07	369,086.07	344,712.42	24,373.65	689,425.00
NET REVENUE PROFIT/-LOSS						
	-9,571.90	1,648.34	-12,195.12	9,890.04	-22,085.16	19,780.00
Total Depreciation Expense						
	13,300.12	11,666.67	79,800.72	70,000.02	9,800.70	140,000.00
NET REVENUE w/Depreciation PROFIT/-LOSS	-22,872.02	-10,018.33	-91,995.84	-60,109.98	-31,885.86	-120,220.00

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

	Current Period	Last Year Same	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	21,224.70	29,219.06	-7,994.36	130,971.79
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	16,034.43	15,587.76	446.67	96,883.62
Administrative Expenses	1,079.62	474.41	605.21	6,115.62
Teneant Services	0.00	407.92	-407.92	8.45
Utilities	6,115.07	6,596.59	-481.52	32,394.17
Maintenance Supplies/Contracts	45,773.44	5,899.63	39,873.81	71,967.70
Mileage	0.00	0.00	0.00	0.00
General Expenses	6,714.61	6,515.02	199.59	42,553.56
Non-Routine Expense	225.00	0.00	225.00	225.00
TOTAL MOON TOWERS CLAIMS	97,166.87	64,700.39	32,466.48	381,119.91
AMP002 - FAMILY				
Salaries	41,724.83	56,807.34	-15,082.51	259,150.96
Employee W/H Payments	692.31	0.00	692.31	692.31
Management Fees	16,809.15	16,502.86	306.29	101,984.60
Administrative Expenses	2,547.74	1,118.21	1,429.53	15,061.28
Teneant Services	178.99	1,210.86	-1,031.87	3,825.04
Utilities	2,299.75	4,047.46	-1,747.71	10,274.15
Maintenance Supplies/Contracts	7,888.06	2,482.46	5,405.60	31,373.14
Mileage	0.00	0.00	0.00	-35.64
General Expenses	5,745.64	4,494.36	1,251.28	37,154.49
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	77,886.47	86,663.55	-8,777.08	459,480.33
AMP003 - BLUEBELL				
Salaries	8,104.07	10,392.06	-2,287.99	52,701.59
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	4,458.91	4,514.01	-55.10	27,512.80
Administrative Expenses	1,781.60	568.66	1,212.94	5,564.04
Teneant Services	0.00	0.00	0.00	143.95
Utilities	2,077.52	3,243.99	-1,166.47	10,150.97
Maintenance Supplies/Contracts	6,677.42	1,098.08	5,579.34	29,869.93
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,415.30	2,301.68	113.62	14,706.56
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL BLUEBELL CLAIMS	25,514.82	22,118.48	3,396.34	140,649.84
COCC				
Salaries	29,225.53	49,542.93	-20,317.40	188,612.31
Employee W/H Payments	-27.26	-2,057.93	2,030.67	-2,072.35
Management Fees	0.00	0.00	0.00	0.00
Administrative Expenses	5,008.31	5,476.94	-468.63	33,675.03
Teneant Services	0.00	0.00	0.00	0.00
Utilities	365.99	927.97	-561.98	1,769.74
Maintenance Supplies/Contracts	54.32	9,858.81	-9,804.49	15,550.48
Mileage	0.00	0.00	0.00	0.00
General Expenses	1,298.00	1,285.52	12.48	7,913.18
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	35,924.89	65,034.24	-29,109.35	245,448.39
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	100,279.13	145,961.39	-45,682.26	631,436.65
Employee W/H Payments	665.05	-2,057.93	2,722.98	-1,380.04
Management Fees	37,302.49	36,604.63	697.86	226,381.02
Administrative Expenses	10,417.27	7,638.22	2,779.05	60,415.97
Teneant Services	178.99	1,618.78	-1,439.79	3,977.44
Utilities	10,858.33	14,816.01	-3,957.68	54,589.03
Maintenance Supplies	60,393.24	19,338.98	41,054.26	148,761.25
Mileage	0.00	0.00	0.00	-35.64
General Expenses	16,173.55	14,596.58	1,576.97	102,327.79
Non-Routine Expenses	225.00	0.00	225.00	225.00
TOTAL LOW RENT CLAIMS	236,493.05	238,516.66	-2,023.61	1,226,698.47

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

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	8,125.20	11,961.84	-3,836.64
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,828.39	5,600.70	227.69
Administrative Expenses	948.23	604.86	343.37
Utilities	2,065.82	864.91	1,200.91
Maintenance Supplies/Contracts	23,947.83	4,609.98	19,337.85
Tax & Insurance Expenses	2,639.20	2,644.41	-5.21
Finacial Expenses	2,170.84	2,284.77	-113.93
TOTAL BRENTWOOD CLAIMS	45,725.51	28,571.47	17,154.04
PRAIRIELAND			
Salaries	8,124.98	11,961.49	-3,836.51
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,335.85	5,120.64	215.21
Administrative Expenses	749.58	273.33	476.25
Utilities	2,160.22	506.42	1,653.80
Maintenance Supplies/Contracts	2,126.47	2,972.19	-845.72
Taxes & Insurance Expenses	2,409.19	2,442.38	-33.19
Financial Expenses	2,170.83	2,284.76	-113.93
TOTAL PRAIRIELAND CLAIMS	23,077.12	25,561.21	-2,484.09
AHP - BRENTWOOD & PRAIRIELAND			
Salaries	16,250.18	23,923.33	-7,673.15
Employee W/H Payments	0.00	0.00	0.00
Management Fees	11,164.24	10,721.34	442.90
Administrative Expenses	1,697.81	878.19	819.62
Utilities	4,226.04	1,371.33	2,854.71
Maintenance Supplies	26,074.30	7,582.17	18,492.13
Taxes & Insurance Expenses	5,048.39	5,086.79	-38.40
Financial Expenses	4,341.67	4,569.53	-227.86
TOTAL AHP CLAIMS	68,802.63	54,132.68	14,669.95
HOUSING CHOICE VOUCHER - HCV			
Salaries	6,449.17	9,250.35	-2,801.18
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,666.00	3,763.50	-97.50
Administrative Expenses	1,049.02	260.80	788.22
General Expense-Admin	777.62	638.02	139.60
Total HCV Expenses	11,941.81	13,912.67	-1,970.86
HAP Expenses	74,769.00	70,207.00	4,562.00
General Expenses	0.00	-23.58	23.58
Total HAP Expenses	74,769.00	70,183.42	4,585.58
TOTAL HCV CLAIMS	86,710.81	84,096.09	2,614.72

Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
September, 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	0.00	0.00	41,710.90	41,710.90
TOTAL CFG 2017 CLAIMS	0.00	0.00	41,710.90	41,710.90
CFG 2016 - \$608,598				
Admin. / Operations	0.00	0.00	0.00	0.00
Fees & Costs	0.00	3,200.00	0.00	14,000.00
Site Improvement	0.00	0.00	0.00	0.00
Dwelling Structure	163,667.70	0.00	163,667.70	223,364.08
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	163,667.70	3,200.00	163,667.70	237,364.08
TOTAL CFG GRANT(S) CLAIMS	163,667.70	3,200.00	205,378.60	279,074.98

Knox County Housing Authority
CLAIMS REPORT TOTALS
September, 2018

	Current Period	Last Year Same	Variance	Current Year
TOTALS				
LOW RENT				
AMP001 - MOON TOWERS	97,166.87	64,700.39	32,466.48	381,448.34
AMP002 - FAMILY	77,886.47	86,663.55	-8,777.08	459,480.33
AMP003 - BLUEBELL	25,514.82	22,118.48	3,396.34	140,649.84
COCC	35,924.90	65,203.59	-29,278.69	245,479.12
TOTAL LOW RENT	236,493.06	238,686.01	-2,192.95	1,227,057.63
A.H.P.				
BRENTWOOD	45,725.51	28,571.47	17,154.04	229,027.33
PRAIRIELAND	23,077.12	25,561.21	-2,484.09	140,058.74
TOTAL A.H.P.	68,802.63	54,132.68	14,669.95	369,086.07
HOUSING CHOICE VOUCHER - HCV				
HCV (Administrative Only)	11,941.81	13,912.67	-1,970.86	72,262.74
TOTAL HCV	11,941.81	13,912.67	-1,970.86	72,262.74
GRANTS				
CAPITAL FUND GRANT '18	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT '17	0.00	0.00	0.00	41,710.90
CAPITAL FUND GRANT '16	163,667.70	3,200.00	160,467.70	163,667.70
TOTAL GRANTS	163,667.70	3,200.00	160,467.70	205,378.60
TOTAL CLAIMS FOR MONTH				
	480,905.20	309,931.36	170,973.84	1,873,785.04

RESOLUTION 2018-12

10/30/18

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending September 30, 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 \$12,572.20 effective for the period ending September 30, 2018.

RESOLUTION 2018-12

10/30/2018

Board of Commissioners

Derek Antoine, Executive Director

Approval of Bad Debt Charge-Offs for the period ending September 30, 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 \$12,572.20 for the period ending September 30, 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 September 30, 2018.

RESOLVED: October 30, 2018

Lomac Payton, Chairperson

Thomas Dunker, Vice-Chairperson

Paula Sanford, Resident Commissioner

Paul Stewart, Commissioner

Wayne Allen, Commissioner

Ben Burgland, Commissioner

Jared Hawkinson, Commissioner

Derek Antoine, Secretary/Executive Director (Attest)

RESOLUTION 2018-12

10/30/18

Board of Commissioners

Derek Antoine, Executive Director

RE: Approval of Bad Debt Charge-Offs for the period ending September 30, 2018

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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 \$12,572.20 effective for the period ending September 30, 2018.

RE: Approval of Bad Debt Charge-Offs for the period ending September 30, 2018

Moon Towers' 2nd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Casey	Buffum	MT051-11	\$1,012.75	
Robert	James	MT075-15	\$37.25	
Shilah	Bates	MT110-10	\$1,602.25	
Isiah	Robinson	MT145-9	\$590.00	
Laura	Porter	MT196-13	\$1,262.50	
<i>Moon Towers' 2nd Qtr Bad Debt Write-Off Total</i>			<u>\$4,504.75</u>	

Family's 2nd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Tameca	Johnson	Fam208-21	\$230.00	
Stephanie	Mislich	Fam295-23	\$232.27	
Kimberly	Nelson	Fam235-14	\$1,731.00	
Iraida	Blaylock	Fam367-20	\$64.00	
Samantha	Lee	Fam289-18	\$918.58	
Jessica	Anthony	Fam350-20	\$2,631.37	
Kendra	Butler	Fam377-18	\$104.33	
Sherry	Walker	Fam320-21	\$1,600.00	
Krystal	Jackson	Fam214-10	\$37.90	
<i>Family's 1st Qtr Bad Debt Write-Off Total</i>			<u>\$7,549.45</u>	

Bluebell's 2nd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
None				
<i>AHP 2nd Qtr Bad Debt Write-Off Total</i>			<u>\$0.00</u>	

Housing Choice Voucher's 2nd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
Kristina	Curtis	VF0059-1	\$518.00	
<i>AHP 2nd Qtr Bad Debt Write-Off Total</i>			<u>\$518.00</u>	

AHP 2nd Qtr Bad Debt Write-Offs				
First Name	Last Name	KCHA's Debt Identifier	Debt Owed	Notes
<i>AHP 3rd Qtr Bad Debt Write-Off Total</i>			<u>\$0.00</u>	

Total 2nd Qtr FYE2018 Bad Debt Write-Offs			<u>\$12,572.20</u>	
--------------------------------------------------	--	--	---------------------------	--

RESOLUTION 2018-12

10/30/2018

Board of Commissioners

Derek Antoine, Executive Director

Approval of Bad Debt Charge-Offs for the period ending September 30, 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 \$12,572.20 for the period ending September 30, 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 September 30, 2018.

RESOLVED: October 30, 2018

Lomac Payton, Chairperson

Thomas Dunker, Vice-Chairperson

Paula Sanford, Resident Commissioner

Paul Stewart, Commissioner

Wayne Allen, Commissioner

Ben Burgland, Commissioner

Jared Hawkinson, Commissioner

Derek Antoine, Secretary/Executive Director (Attest)

BOARD MEMO

216 W. Simmons St.
Galesburg, IL 61401

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

www.knoxcountyhousing.org

TO: Board of Commissioners
Knox County Housing Authority

DATE: 10/15/2018

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 10/30/2018

SUBJECT: Application for Payment #3 FINAL – Rody Exteriors

Executive Summary

At the 06/26/2018 Board meeting, a contract was approved with Rody Exteriors, LLC to install 144 windows and 27 patio doors at Brentwood Manor. The windows and doors being replaced are original to the buildings.

Work commenced on 07/23/2018. As of 10/12/2018, 144 windows and 27 patio doors have been installed. The final items on the punch list were completed on 10/12/2018 and the project has been deemed completed. Daily inspections were completed by on-site staff; a final visual inspection was also conducted on 10/12/2018. The new windows and doors have provided a facelift to Brentwood Manor and will be a benefit to residents for years to come.

Pay request #3 is the final pay request for this contract. Agency staff has reviewed and approved the pay request.

Fiscal Impact

This application for payment will be paid from Brentwood Manor's operating budget as approved at the 06/26/2018 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 #2 from Rody Exteriors in the amount of \$24,206.00 for the period to 10/12/2018.







INVOICE



P.O. Box 46
 Marine, IL 62061
 (314) 489-4686
 roadyexteriors@gmail.com

Date	Invoice #
10/12/2018	1630-3

Bill To

Knox County Housing Authority
 Attn: Cheryl Lefler, Assistant Director
 216 W. Simmons Street
 Galesburg, IL 61401

JOB		PROJECT MANAGER	PAYMENT TERMS
Contract #B18003		Window & Patio Door Replacement	MR
			Due on receipt
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	Total Contract Amount	109,900.00	109,900.00
	Payment for Invoice #1630-1	-63,449.00	-63,449.00
	Payment for Invoice #1630-2	-22,245.00	-22,245.00
		SUBTOTAL	\$24,206.00
		SALES TAX	EXEMPT
		TOTAL	\$24,206.00

*Make all checks payable to Roady Exteriors.
 THANK YOU FOR YOUR BUSINESS!*

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: 10/25/2018

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 10/30/2018

SUBJECT: Application for Payment #2 – 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

To date, walls and roofing are in progress at the 3-bedroom buildings, footings for the 4-bedroom building have been poured and the basketball court concrete has been poured. Please see the attached Construction Observation Report for additional information from the 10/01/2018 progress meeting.

Alliance Architecture was on site for a progress meeting on 10/01/2018. Alliance Architecture has reviewed and signed approval for Pay Request #2.

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 #2 from Hein Construction in the amount of \$55,368.90 for the period to 08/28/2018.

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: **2**

PERIOD TO: 09/30/18

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM (CONTRACTOR): **Hein Construction Co., Inc.** VIA (ARCHITECT):
 56 North Cedar Street Alliance Architecture
 Galesburg, IL - 61401 929 Lincolnway East, Suite 200

CONTRACT FOR: **General Contractor** South Bend, Indiana 46601

ARCHITECT'S PROJECT NO:
 CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS
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: *De My* Date: 9-30-18

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.

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

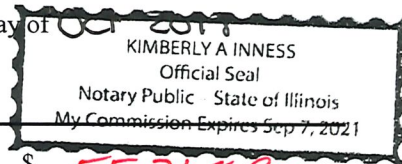
1. ORIGINAL CONTRACT SUM.....\$	2,003,000.00 ✓
2. Net change by Change Orders	\$
3. CONTRACT SUM TO DATE (Line 1+2)	2,003,000.00 ✓
4. TOTAL COMPLETED & STORED TO DATE.....\$	243,374.00 ✓
(Column G on G703)	
5. RETAINAGE:	
a. 10 % of Completed Work.....\$	24,337.40 ✓
(Column D+E on G703)	
b. % of Stored Material	\$
(Column F on G703)	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	24,337.40 ✓
6. TOTAL EARNED LESS RETAINAGE	219,036.60 ✓
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	163,667.70 ✓
8. CURRENT PAYMENT DUE.....\$	55,368.90 ✓
9. BALANCE TO FINISH, PLUS RETAINAGE	1,783,963.40 ✓
(Line 3 less Line 6)	

State of: Illinois County of: Knox

Subscribed and sworn to before me this 1st day of Oct 2018

Notary Public: *Kimberly A Inness*

My Commission expires: 9/7/21



AMOUNT CERTIFIED\$ 55,368.90

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: *Alliance Architecture* Date: 10/2/18

BY: *[Signature]*

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.

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 2 OF 11 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification is attached.

APPLICATION NUMBER: **2**

APPLICATION DATE: 9/30/2018

In tabulation below, amounts are stated to the nearest dollar.

PERIOD TO: 09/21/18

Use Column 1 on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK FROM PREVIOUS APPLICATION (D + E)	E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % G%C	I BALANCE TO FINISH (C - G)	J RETAINAGE
	BASE BID								
1	Division #1 - General Requirements								
	General Conditions	135,961.00	10,386.00			10,386.00	0.07639	125,575.00	1,038.60
	Bonds and Insurance	19,614.00	19,614.00			19,614.00	1	0.00	1,961.40
	General Allowance	30,000.00				0.00	0	30,000.00	0.00
	Sensory Allowance	25,000.00				0.00	0	25,000.00	0.00
2	Division #2 - Site Construction								
	Demolition/Site Clearing - Material	25,844.00	12,517.00	7,541.00		20,058.00	0.776118	5,786.00	2,005.80
	- Labor	47,996.00	33,188.00	8,791.00		41,979.00	0.874635	6,017.00	4,197.90
	Asphalt Paving - Labor & Material	27,489.00				0.00	0	27,489.00	0.00
3	Division #3 Concrete								
	Building Concrete-Labor	67,201.00	23155	13,954.00		37,109.00	0.552209	30,092.00	3,710.90
	-Material	33,099.00	9871	8,001.00		17,872.00	0.539956	15,227.00	1,787.20
4	Division #4 - Masonry- Michel Bros								
	Labor and Material	77,000.00				0.00	0	77,000.00	0.00
6	Division- 6 Carpentry								
	Labor	76,560.00				0.00	0	76,560.00	0.00
	Material	41,000.00				0.00	0	41,000.00	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 3

OF 11 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification is attached.

APPLICATION NUMBER: 2

APPLICATION DATE: 9/30/2018

In tabulation below, amounts are stated to the nearest dollar.

PERIOD TO: 09/21/18

Use Column 1 on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK FROM PREVIOUS APPLICATION (D + E)	E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % G% C	I BALANCE TO FINISH (C - G)	RETAINAGE
	7 Division 7 Thermal & Moisture Protect								
	Insulation-labor	8,960.00				0.00	0	8,960.00	0.00
	Insulation-Materials	7,500.00				0.00	0	7,500.00	0.00
	Roofing-Labor	12,000.00				0.00	0	12,000.00	0.00
	Roofing-Material	8,800.00				0.00	0	8,800.00	0.00
	Siding-Labor	7,200.00				0.00	0	7,200.00	0.00
	Siding-Material	4,200.00				0.00	0	4,200.00	0.00
	Gutters & Accessories Labor & Matl Dashco/RainGuard	2,760.00				0.00	0	2,760.00	0.00
	8 Division 8 Doors and Windows								
	Doors- Labor	10,000.00				0.00	0	10,000.00	0.00
	Doors- Material	32,000.00				0.00	0	32,000.00	0.00
	Windows-Labor	2,840.00				0.00	0	2,840.00	0.00
	Windows-Material	18,160.00				0.00	0	18,160.00	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 4

OF 11 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification is attached.

APPLICATION NUMBER: **2**

APPLICATION DATE: 9/30/2018

In tabulation below, amounts are stated to the nearest dollar.

PERIOD TO: 09/21/18

Use Column 1 on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK FROM PREVIOUS APPLICATION (D + E)	E COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % G% C	I BALANCE TO FINISH (C - G)	RETAINAGE
9	Division 9 Finishes								
	Finishing Labor-Jake Henry Const	24,000.00				0.00	0	24,000.00	0.00
	Gypsum Board-Labor	16,630.00				0.00	0	16,630.00	0.00
	Gypsum Board-Material	7,000.00				0.00	0	7,000.00	0.00
	Flooring-Labor and Material	22,550.00				0.00	0	22,550.00	0.00
	Union Flooring								
	Painting-Labor and Material	14,000.00				0.00	0	14,000.00	0.00
	Scott Decorating								
10	Division 10-Specialties								
	Restroom Accessories-Labor	2,800.00				0.00	0	2,800.00	0.00
	Restroom Accessories-Materials	3,200.00				0.00	0	3,200.00	0.00
12	Division 12- Furnishings								
	Casework/window blinds-Labor	4,280.00				0.00	0	4,280.00	0.00
	Casework/window blinds-Material	7,420.00				0.00	0	7,420.00	0.00
15	Division 15-Mechanical-Benbow								
	Plumbing								
	Mobilization	6,840.00	6840			6,840.00	1	0.00	684.00
	Exterior Utilities								
	Material	3,956.00	\$1,978.00	1,978.00		3,956.00	1	0.00	395.60
	Labor	13,410.00	\$3,352.00	10,058.00		13,410.00	1	0.00	1,341.00
	Permits	2,564.00	\$2,564.00			2,564.00	1	0.00	256.40
	Plumbing Materials	16,955.00		1,695.00		1,695.00	0.099971	15,260.00	169.50
	Plumbing Laobr	24,131.00				0.00	0	24,131.00	0.00
	HVAC Material	18,784.00				0.00	0	18,784.00	0.00
	HVAC Labor	19,716.00				0.00	0	19,716.00	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 5

OF 11 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification is attached.

APPLICATION NUMBER: **2**

APPLICATION DATE: 9/30/2018

In tabulation below, amounts are stated to the nearest dollar.

PERIOD TO: 09/21/18

Use Column 1 on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK	COMPLETED	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% G% C	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Test and Balance	2,900.00				0.00	0	2,900.00	0.00
	Insulation Plg/Htg	21,280.00				0.00	0	21,280.00	0.00
16	Division 16 Electrical-AMP								
	Rough In Labor	31,800.00				0.00	0	31,800.00	0.00
	Rough In Material	13,500.00				0.00	0	13,500.00	0.00
	Finish Labor	21,700.00				0.00	0	21,700.00	0.00
	Finish Material	10,400.00				0.00	0	10,400.00	0.00
	Alternate #1								
1	Division #1-General Requirements								
	General Conditions	\$105,636.00				0.00	0	105,636.00	0.00
2	Division #2 - Site Construction								
	Material	4,000.00				0.00	0	4,000.00	0.00
	Labor	11,600.00		2,185.00		2,185.00	0.188362	9,415.00	218.50
3	Division #3 Concrete								
	Labor	27,755.00				0.00	0	27,755.00	0.00
	Material	14,945.00				0.00	0	14,945.00	0.00
4	Division #4 - Masonry								
	Labor and Material	36,500.00				0.00	0	36,500.00	0.00
	Michel Brothers								

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 6 OF 11 PAGES

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APPLICATION NUMBER: **2**
 APPLICATION DATE: 9/30/2018
 PERIOD TO: 09/21/18
 ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK	COMPLETED	MATERIALS PRESENTLY STORED (NOT IN D O R E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% G%C	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
6	Division- 6 Carpentry								
	Labor	30,435.00				0.00	0	30,435.00	0.00
	Material	31,000.00				0.00	0	31,000.00	0.00
7	Division 7 Thermal & Moisture Protect								
	Insulation-labor	5,600.00				0.00	0	5,600.00	0.00
	Insulation-Materials	4,330.00				0.00	0	4,330.00	0.00
	Roofing-Labor	5,600.00				0.00	0	5,600.00	0.00
	Roofing-Material	4,000.00				0.00	0	4,000.00	0.00
	Siding-Labor	11,200.00				0.00	0	11,200.00	0.00
	Siding-Material	5,600.00				0.00	0	5,600.00	0.00
	Gutters & Accessories Labor & Matls Dashco/Rainguard	2,350.00				0.00	0	2,350.00	0.00
8	Division 8 Doors and Windows								
	Doors- Labor	4,480.00				0.00	0	4,480.00	0.00
	Doors- Material	21,580.00				0.00	0	21,580.00	0.00
	Windows-Labor	1,680.00				0.00	0	1,680.00	0.00
	Windows-Material	9,420.00				0.00	0	9,420.00	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 7 OF 11 PAGES

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
9	Division 9 Finishes								
	Gypsum Board-Labor	8,940.00				0.00	0	8,940.00	0.00
	Gypsum Board-Material	5,000.00				0.00	0	5,000.00	0.00
	Finishing-Jake Henry Construction	15,000.00				0.00	0	15,000.00	0.00
	Union Flooring								
	Flooring Material and Labor	15,475.00				0.00	0	15,475.00	0.00
	Scott Decorating								
	Painting-Labor and Material	12,000.00				0.00	0	12,000.00	0.00
10	Division 10-Specialties								
	Restroom Accessories-Labor	2,240.00				0.00	0	2,240.00	0.00
	Restroom Accessories-Materials	1,260.00				0.00	0	1,260.00	0.00
12	Division 12- Furnishings								
	Casework/Window Blinds-Labor	3,300.00				0.00	0	3,300.00	0.00
	Casework/Window Blinds-Material	5,000.00				0.00	0	5,000.00	0.00
15	Division 15-Mechanical-Benbow								
	Mobilization	3,823.00	3823			3,823.00	1	0.00	382.30
	Exterior Utilities								
	Material	1,479.00				0.00	0	1,479.00	0.00
	Labor	10,614.00				0.00	0	10,614.00	0.00
	Permits	1,281.00	1,281.00			1,281.00	1	0.00	128.10
	Plumbing material	7,335.00				0.00	0	7,335.00	0.00
	Plumbing Labor	16,742.00				0.00	0	16,742.00	0.00
	HVAC Material	10,420.00				0.00	0	10,420.00	0.00
	HVAC Labor	11,800.00				0.00	0	11,800.00	0.00

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	Test and Balance	2,100.00				0.00	0	2,100.00	0.00
	Insulation Plg/Htg	10,880.00				0.00	0	10,880.00	0.00
16	Division #16-Electrical-AMP								
	Rough In Labor	21,800.00				0.00	0	21,800.00	0.00
	Rough In Material	6,980.00				0.00	0	6,980.00	0.00
	Finish Labor	16,300.00				0.00	0	16,300.00	0.00
	Finish Material	4,520.00				0.00	0	4,520.00	0.00
	Alternate #2								
1	Division #1-General Requirements								
	General Conditions	146,323.00				0.00	0	146,323.00	0.00
2	Division #2-Site Construction								
	Material	7,260.00				0.00	0	7,260.00	0.00
	Labor	12,000.00				0.00	0	12,000.00	0.00
	Asphalt Paving-Labor & Material	12,623.00				0.00	0	12,623.00	0.00
3	Division #3 Concrete								
	Building Concrete-Labor	11,780.00				0.00	0	11,780.00	0.00
	-Material	7,220.00				0.00	0	7,220.00	0.00
4	Division #4 - Masonry								
	Labor and Material-Michel Bros	7,300.00				0.00	0	7,300.00	0.00

CONTINUATION SHEET

AIA DOCUMENT G703

(Instructions on reverse side)

PAGE 9 OF 11 PAGES

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6	Division- 6 Carpentry								
	Labor	3,135.00				0.00	0	3,135.00	0.00
	Material	3,700.00				0.00	0	3,700.00	0.00
7	Division 7 Thermal & Moisture Protect								
	Insulation-labor	280.00				0.00	0	280.00	0.00
	Insulation-Materials	600.00				0.00	0	600.00	0.00
	Roofing-Labor	640.00				0.00	0	640.00	0.00
	Roofing-Material	600.00				0.00	0	600.00	0.00
	Siding-Labor	560.00				0.00	0	560.00	0.00
	Siding-Material	400.00				0.00	0	400.00	0.00
	Gutters & Accessories Labor & Matls	1,370.00				0.00	0	1,370.00	0.00
	Dashco/Rainguard								
8	Division 8 Doors and Windows								
	Doors- Labor	1,680.00				0.00	0	1,680.00	0.00
	Doors- Material	8,100.00				0.00	0	8,100.00	0.00
	Windows-Labor	490.00				0.00	0	490.00	0.00
	Windows-Material	1,225.00				0.00	0	1,225.00	0.00

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9	Division 9 Finishes								
	Gypsum Board-Labor	7,755.00				0.00	0	7,755.00	0.00
	Gypsum Board-Material	1,200.00				0.00	0	1,200.00	0.00
	Finishing- Jake Henry Construction	5,000.00				0.00	0	5,000.00	0.00
	Union Flooring								
	Flooring-labor and material	13,350.00				0.00	0	13,350.00	0.00
	Scott Decorating								
	Painting-Labor and Material	12,000.00				0.00	0	12,000.00	0.00
10	Division 10-Specialties								
	Restroom Accessories-Labor	1,120.00				0.00	0	1,120.00	0.00
	Restroom Accessories-Material	665.00				0.00	0	665.00	0.00
12	Division 12- Furnishings								
	Casework/Window Blinds-Labor	1,120.00				0.00	0	1,120.00	0.00
	Casework/Window Blinds-Material	1,300.00				0.00	0	1,300.00	0.00
15	Division 15-Mechanical-Benbow								
	Mobilization	1,003.00				0.00	0	1,003.00	0.00
	Plumbing Material	3,150.00				0.00	0	3,150.00	0.00
	Plumbing Labor	7,667.00				0.00	0	7,667.00	0.00
	HVAC								
	Material	4,975.00				0.00	0	4,975.00	0.00
	Labor	4,569.00				0.00	0	4,569.00	0.00
	Insulation Plg/Htg	4,080.00				0.00	0	4,080.00	0.00
	Test and Balance	900.00				0.00	0	900.00	0.00
16	Division 16-Electrical-AMP								
	Rough In Labor	2,600.00				0.00	0	2,600.00	0.00
	Rough In Material	280.00				0.00	0	280.00	0.00

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK	COMPLETED	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% G%C	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
16	Division 16 Electrical Continued								
	Finish Labor	3,140.00				0.00	0	3,140.00	0.00
	Finish Material	1,840.00				0.00	0	1,840.00	0.00
	Alternate #3								
1	Division #1 - General Requirements								
	General Conditions	19,813.00				0.00	0	19,813.00	0.00
2	Division #2 - Site Construction								
	Materials	5,430.00	5,430.00			5,430.00	1	0.00	543.00
	Labor	12,670.00	8,151.00			8,151.00	0.643331	4,519.00	815.10
	Asphalt Paving - Labor & Material	41,137.00				0.00	0	41,137.00	0.00
3	Division #3 Concrete								
	Labor	33,320.00	27481	4,152.00		31,633.00	0.94937	1,687.00	3,163.30
	Material	15,680.00	12222	3,166.00		15,388.00	0.981378	292.00	1,538.80
9	Division 9 Finishes								
	Painting-Labor and Material	950.00				0.00	0	950.00	0.00
	Scott Decorating								
10	Division 10-Specialties								
	Specialties-Labor and Material	6,000.00				0.00	0	6,000.00	0.00
		2,003,000.00	181,853.00	61,521.00	0.00	243,374.00		1,759,626.00	24,337.40

CONTRACTOR'S CERTIFICATION

OCT 02 2018

Date

(Name) Cheryl Lefler
Executive Director
(Housing Authority) Knox County Housing Authority
(Street Address) 216 W. Simmons St.
(City, State, Zip Code) Galesburg, IL 61401

Re: (Title of Project) 504 Modifications Phase 2 Scattered Sites
(Project Location) Whispering Hollow & Woodland Bend, Galesburg, IL 61401
(Project No.)

I hereby certify, to the best of my knowledge and belief, that:

- (1) The amounts requested are only for performance in accordance with the specifications, terms, and conditions of the Contract.
- (2) Payments to subcontractors and suppliers have been made from previous payments received under the Contract, and timely payments will be made from the process of the payment covered by this certification; in accordance with subcontractor agreements; and,
- (3) This request for progress payments does not include any amounts which the Prime Contractor intends to withhold or retain from a subcontractor or supplier in accordance with the terms and conditions of the subcontract.

Hein Construction Company

Company



Name David Marshall

Vice President/Project Manager

Title

August 28, 2018

Date

WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
 COUNTY OF Knox S.S.
 TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Alliance Architecture to furnish LABOR & MATERIAL
 for the premises known as KCHA 504 Modifications-Various Sites Galesburg, Il of which Knox County Housing Authority is the owner.

The undersigned, for and in consideration of One Hundred Sixty-three Thousand Six hundred Sixty-seven and 70/100 (163,667.70)

Dollars and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of labor, services, material, fixtures, apparatus or machinery, heretofore furnished, furnished to this date by the undersigned for the above-described premises.
 INCLUDING EXTRAS.*

DATE 9/27/2018 COMPANY NAME Hein Construction Company, Inc.
 ADDRESS 56 N. Cedar St.
Galesburg, Il 61401

SIGNATURE AND TITLE 

* EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS,BOTH ORAL AND WRITTEN,TO THE CONTRACT.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
 COUNTY OF Knox S.S.
 TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn,deposes and says that he is Vice President of Hein Construction Company, Inc. who is the contractor for the LABOR & MATERIAL work on the building located at KCHA-504 Modifications Various Sites Galesburg, Il owned by Knox County Housing Authority That the total amount of the contract including extras is \$2,003,000.00 on which he has received payment of \$0.00 prior to this payment. That all waivers are true,correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both for said work and all parties who have furnished material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT AMOUNT	AMT. PAID	THIS PYMT.	BAL. DUE
Hein Construction	General Construction	\$ 1,769,646.00	\$ -	\$ 145,813.50	\$ 1,623,832.50
JP Benbow Plg/Htg	HVAC/Plg	\$ 233,354.00		\$ 17,854.20	\$ 215,499.80
Total Labor/Mat'l To Complete		2,003,000.00	0.00	163,667.70	1,839,332.30

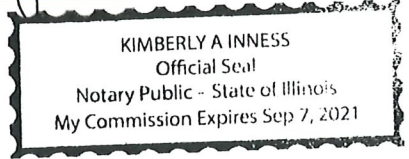
That there are no other contracts for said work outstanding,and that there is nothing due to any person for material,labor or other work of any kind done or in connection with said work other than above stated.

DATE 10/1/2018 SIGNATURE 

Subscribed and sworn to before me this 1st day of October, 2018

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN,TO THE CONTRACT.


 NOTARY PUBLIC



WAIVER OF LIEN TO DATE

STATE OF ILLINOIS
 COUNTY OF Knox S.S.
 TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Hein Construction Co., Inc. to furnish LABOR & MATERIAL
 for the premises known as KCHA 504 Modifications Various Sites-Galesburg, Il of which Knox Co. Housing Authority is the owner.

The undersigned, for and in consideration of Seventeen Thousand Eight hundred Fifty-four and 20/100

Dollars and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of labor, services, material, fixtures, apparatus or machinery, heretofore furnished, furnished to this date by the undersigned for the above-described premises.
 INCLUDING EXTRAS.*

DATE 10-1-18 COMPANY NAME JP Benbow Plumbing and Heating
 ADDRESS 1191 S. West St. Galesburg, Il

SIGNATURE AND TITLE J. P. Benbow President

* EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
 COUNTY OF Knox S.S.
 TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that he is J.P. Benbow of JP Benbow Plumbing and Heating who is the contractor for the LABOR & MATERIAL work on the building located at KCHA 504 Modifications various Locations Galesburg, Il owned by Knox County Housing Authority. That the total amount of the contract including extras is \$233,354.00 on which he has received payment of \$0.00 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all parties who have furnished material or labor, or both for said work and all parties who have furnished material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT AMOUNT	AMT. PAID	THIS PYMT.	BAL. DUE
Total Labor/Mat'l To Complete		0.00	0.00	0.00	0.00

That there are no other contracts for said work outstanding, and that there is nothing due to any person for material, labor or other work of any kind done or in connection with said work other than above stated.

DATE 10-1-18 SIGNATURE J. P. Benbow

Subscribed and sworn to before me this 1 day of October, 2018

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

Beth Bergren
 NOTARY PUBLIC



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. 2

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

Date: 10/1/18 Time: 12:00 p.m. Weather: Partly Cloudy Temp. Range: 70°

Present At Site: Plumbers.

WORK IN PROGRESS

Installation of underground piping at Building B-HC-2.

OBSERVATIONS

The Ameren gas line running east/west through Building C-HC-3 has been capped and relocated. The Contractor has laid out the building approximately 4-5' further west to avoid the north/south gas line. The location was approved by the Architect and Owner. The topsoil and sod have been stripped for Building B.

The forms have been removed from the retaining wall and what appears to be organic topsoil backfilled at the basketball court area. It is mixed with gravel and sandy soil. See Action Requested/Items Verified.

Underground plumbing at Building B-HC-1 is approximately 25% complete (50% sanitary and 5% water). The underground piping for Building B-HC-2 is approximately 95% complete (100% sanitary and 90% water).

A review of the grading at the southeast corner of the parking lot addition found a significant grade change at the proposed handicapped-accessible route sidewalk. It appears that grade is approximately 3' to 3'-10" above the finish floor of Building B-HC-1. See Action Requested/Items Verified.

PROGRESS MEETING

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

1. Selection of colors for brick, siding, soffit, etc., were discussed. The Architect is awaiting samples for:
 - a. Siding accessories.
 - b. Simulated marble.
 - c. Stone sample.
 - d. Door panels.
 - e. Security screens.
2. DM indicated that they would not be able to start digging for foundation of Building C-HC-3 until the drain is relocated from the Community Room (See Change Order No. 1). CL indicated that they could begin digging for foundations and footings immediately, and if they hit the existing sewer line, the toilet facilities would be brought off line until the new sewer line is connected. Only the Community Building is on the line.

PROGRESS MEETING (Cont.)

3. Discussion was held on site with Brian Benbow from J.P. Benbow Plumbing & Heating concerning the sanitary drain line for Building C-HC-3. BB indicated that he would like to run it east to connect to the new line from the Community Building and then west back to the existing line. ML suggested that, since BB was going to excavate and cap the existing line from the Community Room at the main, this could possibly be a better location for the "C" building connection. BB will confirm which routing will be used.

ACTION REQUESTED/ITEMS VERIFIED

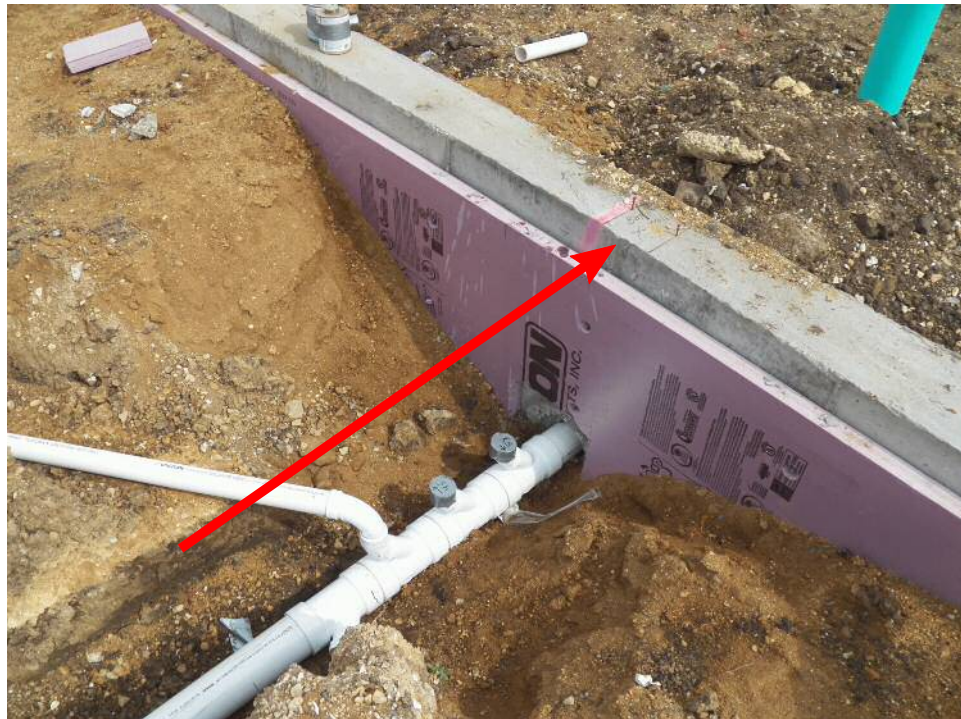
1. Contractor shall have organic materials removed from slab area for the basketball court and the slab area properly prepared as outlined in the Specifications.
2. The Owner has agreed to revise the parking lot addition and the basketball court from asphalt to concrete with a 4" stone base. This will be a no-cost change.
3. Contractor shall see the attached revised site plan exhibit and notify Architect of any cost change as a result.
4. Architect is still awaiting the Change Order price for stained wood stair at Building C, the new site lights, and relocation of existing site light.
5. Contractor is reminded that the retaining wall must be backfilled using well-draining backfill (see Detail 1/C1). Native clay material is not acceptable.
6. Contractor is reminded the revisions such as moving building, basketball court changes, and location of underground utilities shall be clearly noted on record drawings and submitted with closeouts.

REPORTED BY: _____


Mark W. Leblang



1. Parking and Building B-HC-1.



2. Foundation wall will be cut out to allow water lines to feed kitchen faucet and shower.



3. Building B-HC-1.



4. Grade at southeast corner of parking lot addition.



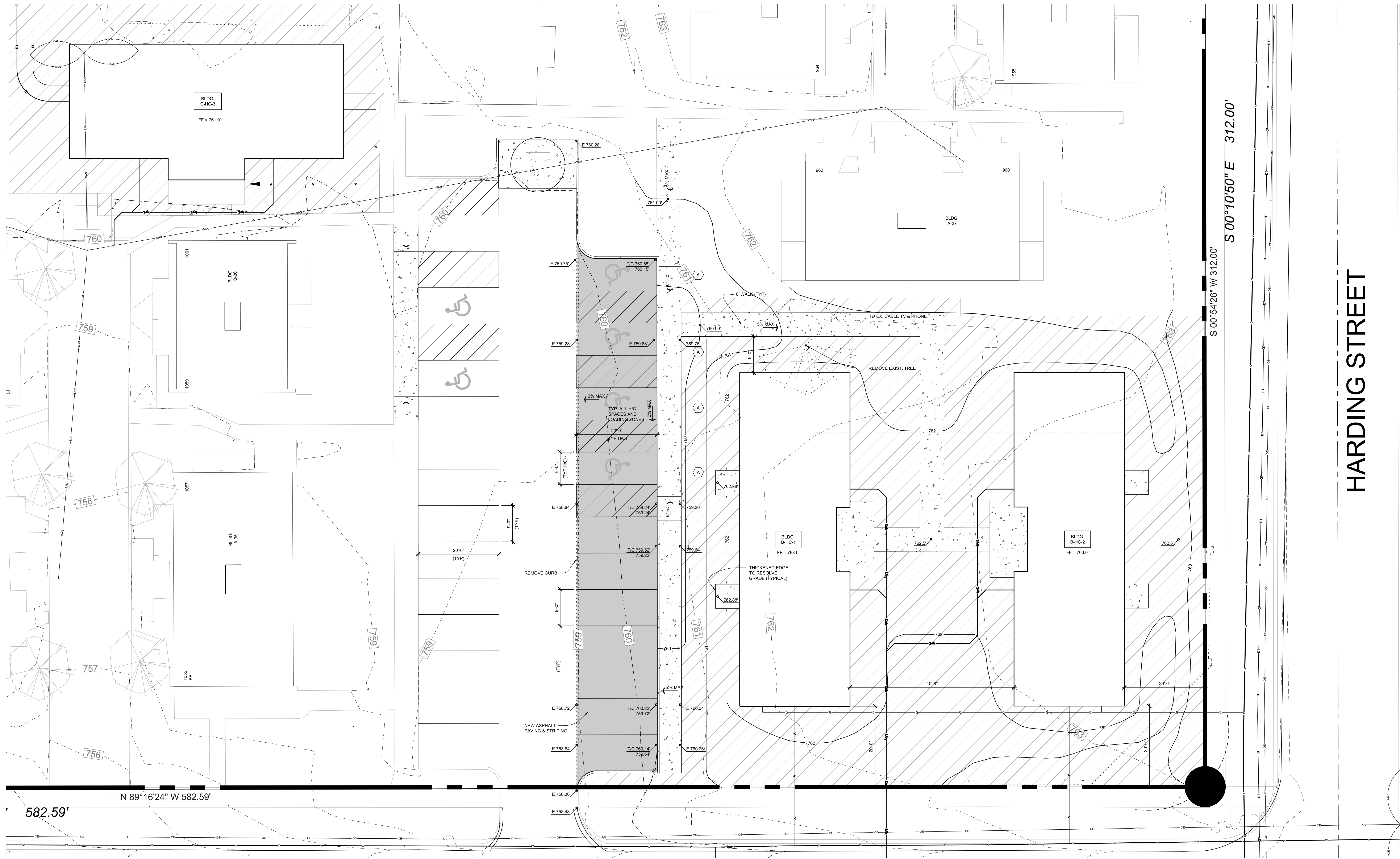
5. Basketball court.



6. Organic soil at basketball court.



7. Backfill at retaining wall must be granular.



HARDING STREET



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: 10/25/2018

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 10/30/2018

SUBJECT: Ameren Illinois Gas Construction Billing

Executive Summary

The 504 Modifications – Phase 2 Project at the Family Sites started mid-August and has been progressing as planned for the most part. There was a slight delay in digging the footings for the 4-bedroom building because the gas line system could not be located by the Julie services as there is no wiring chasing the distribution system. It was determined that the gas line system ran directly under the footprint of this building. To be able to continue work, this gas line system was capped at its original location and then relocated. The building footprint was then moved 4-5' to the west to avoid the rerouted gas line.

The attached invoice reflects the cost to retire 105' of gas line and reroute 73' of gas line to the new location.

Fiscal Impact

This application for payment will be paid from 2016, 2017 and 2018 Capital Fund grants.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve Ameren Illinois Construction Billing in the amount of \$9,042.43.



Please Return This Portion With Your Payment.

AMOUNT DUE	DUE DATE
\$9,042.43	Oct 23, 2018
ACCOUNT NUMBER	
30971-43010	

KCHA
ATTN CHERYL LEFLER
255 W TOMPKINS ST
GALESBURG, IL 61401

Ameren Illinois
P.O. Box 88034
Chicago, IL 60680-1034

90700000 0030971430100 00000000 000009042430 000009042430

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ACCOUNT NUMBER	30971-43010
DOJM NUMBER	IPN0113917
CUSTOMER PO #	

BILL DATE	Oct 9, 2018
TOTAL AMOUNT DUE BY	Oct 23, 2018
	\$9,042.43

LOCATION	1064 W SOUTH ST GAS GALESBURG, IL
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CONSTRUCTION BILLING
CHARGE DATE: 09/27/2018

QUANTITY	DESCRIPTION	COST/ UNIT	AMOUNT
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Miscellaneous \$9042.43

COST OF JOB TO RETIRE 105' OF MAIN AND INSTALL 73' MAIN AT OTHER LOCATION. WR#
IPN0113917

Current Amount Due	\$9,042.43
Prior Amount Due	\$0.00
Total Amount Due	\$9,042.43

Speedpay gives you the added convenience and flexibility of paying your bills by phone or electronically seven days a week, 24 hours a day. Speedpay payments show as "pending payments" on the same day the transaction is processed, and they are credited to your utility account within 48 hours. To use Speedpay, call 1.888.777.3108. A convenience fee applies.

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: 10/24/2018

FROM: Derek Antoine 
Executive Director

BOARD MEETING: 10/30/2018

SUBJECT: AMP Electrical and Mechanical Proposal

Executive Summary

Moon Towers was constructed in 1970 and consists of 177 units in two buildings. The buildings are well-maintained; however, it is anticipated that from time to time items will arise that need to be addressed in the aging buildings.

In recent months, maintenance staff have observed that some of the hot water dielectric unions in the buildings are leaking. Dielectric unions are used to join pipes made from dissimilar metals such as copper pipes and galvanized steel to avoid electrolysis which leads to corrosion and pipe failure. The dielectric unions are original to the building.

Here is a picture representative of the dielectric unions at Moon Towers:



Agency staff reached out to AMP Electrical and Mechanical Services for pricing to replace a total of 144 hot water dielectric unions at Moon Towers. AMP Electrical

and Mechanical Services was selected as the procured contractor for Plumbing and HVAC Services at the March 2018 Board meeting.

The attached proposal shows a per unit cost to furnish labor and material to install hot water dielectric unions.

Fiscal Impact

This project will be paid from Moon Towers Operating Fund.

Recommendation

It is the recommendation of the Executive Director the Board of Commissioners of the Knox County Housing Authority approve the proposal from AMP Electrical and Mechanical Services in an amount not to exceed \$17,856.00.



3075 Grand Ave., Galesburg, IL 61401
Phone: (309) 343-3532 Fax: (309) 343-3538

August 20, 2018

Knox County Housing Authority
Attn: Cheryl Lefler

Re: Moon Towers
Hot Water Dielectric Unions

PROPOSAL

We offer our proposal to furnish the labor and material to install hot water dielectric unions

- Material cost per room - \$45.00
- Labor cost per room - \$79.00

CLARIFICATIONS

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Thank you for the opportunity to quote your project. Please call with any questions.

Sincerely,

Jeff Gardner

Project Manager/Officer
AMP Mechanical

EXECUTIVE DIRECTOR'S REPORT OCTOBER 2018

*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, October 30, 2018
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 September 2018:

Staff	Date	Training
Derek Antoine	10/09 – 10/18/2018	Executive Director Core Essentials (Trainer)

POLICY/OPERATIONS

Accounting and Finance

- The Finance Department closed the financials for September 2018.
- The Finance Committee did not meet to review September 2018 financials. As such, a full reporting will be brought before the Board at the regular meeting.
- Outstanding Debt Collection update as of October 26, 2018:
 - Knox County Housing Authority has submitted \$962,600.22 in uncollectible debt.
 - Through various collection methods, the agency has collected \$101,695.03 in offsets of the above total.
 - KCHA is recovering at a rate of approximately 10.56% of uncollectible debt reported.

EXECUTIVE SUMMARY

Human Resources

Kati Gray, Housing Choice Voucher Program Manager, is the October 2018 Employee of the Month! Kati has worked to grow the HCV program over the last several months, and the agency is starting to realize the fruits of that labor. In addition to the growth of vouchers leased, Kati has worked behind the scenes with applicants and landlords to grow the number of families served. Additionally, Kati has trained and mentor a new employee to make sure she is appropriately acclimated to her new position. Kati contributes in multiple ways to the success and prosperity of the Knox County Housing Authority, even more so than this recognition can rightfully acknowledge.

Facilities

No report this period.

Legislative/Advocacy Update

No report this period.

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 September 2018:

- Operating Statement (current period):

Column1	Period	Year
Income	\$ 60,946.11	\$ 387,651.12
Expense	\$ 96,941.87	\$ 381,223.34
Profit/(Loss)	\$ (35,995.76)	\$ 6,427.78

- Average rent collected for Moon Towers is \$198.58 per unit per month.
- 14 vacant unit days for a total vacancy loss of \$122.54 in *desired* rent, and a vacancy loss of \$108.40 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 4.67 days. *Unit Turnaround* time includes any down time, maintenance, leasing, and exempted days.
- Average Maintenance Cost is \$17.87 per unit
- Average Maintenance Cost billed is \$1.07 per unit
- Tenant Accounts Receivable for Moon Towers:
 - \$8,641.56 outstanding tenant accounts
 - 2.16% to projected annual tenant revenue

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

Column1	Total # Units	Total Unit Days	Exempt Days	Adjusted Unit Days	Vacant Unit Days	Occupied Unit Days	Adjusted Occ. Rate	Adjusted Vac. Rate
0-BR	76	2280	0	2280	0	2280	100.0%	0.0%
1-BR	99	2970	0	2970	14	2956	99.5%	0.5%
2-BR	2	60	0	60	0	60	100.0%	0.0%
TOTAL	177	5310	0	5310	14	5296	99.7%	0.3%

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

Unit	Unit Months Available	Unit Months Leased	Occupancy Rate	Vacancy Rate
0-BR	76	76	100.0%	0.0%
1-BR	99	98	99.0%	1.0%
2-BR	2	2	100.0%	0.0%
TOTAL	177	176	99.4%	0.6%

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		
November 2018		
December 2018		
January 2019		
February 2019		
March 2019		
Totals/Avg. List	90	102.67

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

PHAS Dashboard	Moon Towers	Total Points Possible
Physical Assessment Subsystem (PASS)	38.95	40.0
Management Assessment Subsystem (MASS)	23.0	25.0
Financial Assessment Subsystem (FASS)	25.0	25.0
Capital Fund Program Indicator	10.0	10.0
Overall Property PHAS Score	96.95	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 September 2018:

- Operating Statement (current period):

Column1	Period	Year
Income	\$ 67,482.82	\$ 412,963.42
Expense	\$ 77,194.16	\$ 458,788.02
Profit/(Loss)	\$ (9,711.34)	\$ (45,824.60)

- Average rent collected for the Family Sites is \$66.30 per unit per month.
- 32 vacant unit days for a total vacancy loss of \$489.33 in *desired* rent, and a vacancy loss of \$90.74 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 13.75 days. *Unit Turnaround* time includes any down time, maintenance, leasing, and exempted days.
- Average Maintenance Cost is \$43.15 per unit
- Average Maintenance Cost billed is \$12.39 per unit
- Tenant Accounts Receivable for the Family Sites:
 - \$9,091.00 outstanding tenant accounts
 - 4.22% to projected annual tenant revenue

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

Unit Type	Total # Units	Total Unit Days	Exempt Days	Adjusted Unit Days	Vacant Unit Days	Occupied Unit Days	Adjusted Occ. Rate	Adjusted Vac. Rate
2-BR	80	2400	0	2400	8	2392	99.7%	0.3%
3-BR	80	2400	62	2338	24	2314	99.0%	1.0%
4-BR	22	660	0	660	0	660	100.0%	0.0%
5-BR	8	240	0	240	0	240	100.0%	0.0%
TOTAL	190	5700	62	5638	32	5606	99.4%	0.6%

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

Unit	Unit Months Available	Unit Months Leased	Occupancy Rate	Vacancy Rate
2-BR	80	80	100.0%	0.0%
3-BR	80	78	97.5%	2.5%
4-BR	22	22	100.0%	0.0%
5-BR	8	8	100.0%	0.0%
TOTAL	190	188	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		
November 2018		
December 2018		
January 2019		
February 2019		
March 2019		
Totals/Avg. List	89	170.50

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

PHAS Dashboard	Family Sites	Total Points Possible
Physical Assessment Subsystem (PASS)	35.9	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	91.9	100.0

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

PUBLIC HOUSING PROGRAM

Blue Bell Tower

Dashboard for Blue Bell Tower for September 2018:

- Operating Statement (current period):

Column1	Period	Year
Income	\$ 18,426.83	\$ 128,206.21
Expense	\$ 25,514.82	\$ 140,505.89
Profit/(Loss)	\$ (7,087.99)	\$ (12,299.68)

- Average rent collected for Bluebell Tower is \$276.08 per unit per month.
- 36 vacant unit days for a total vacancy loss of \$240.73 in *desired* rent, and a vacancy loss of \$334.87 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 25.00 days. *Unit Turnaround* time includes any down time, maintenance, leasing, and exempted days.
- Average Maintenance Cost is \$40.96 per unit, excluding unit turnover cost
- Average Maintenance Cost billed is \$0.89 per unit, excluding unit turnover cost
- Tenant Accounts Receivable for Blue Bell Tower:
 - \$836.00 outstanding tenant accounts
 - 0.49% to projected annual tenant revenue

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

Column1	Total # Units	Total Unit Days	Exempt Days	Adjusted Unit Days	Vacant Unit Days	Occupied Unit Days	Adjusted Occ. Rate	Adjusted Vac. Rate
1-BR	50	1500	0	1500	36	1464	97.6%	2.4%
2-BR	1	30	0	30	0	30	100.0%	0.0%
TOTAL	51	1530	0	1530	36	1494	97.6%	2.4%

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

Unit	Unit Months Available	Unit Months Leased	Occupancy Rate	Vacancy Rate
1-BR	50	49	98.0%	2.0%
2-BR	1	1	100.0%	0.0%
TOTAL	51	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		
November 2018		
December 2018		
January 2019		
February 2019		
March 2019		
Totals/Avg. List	29	26.67

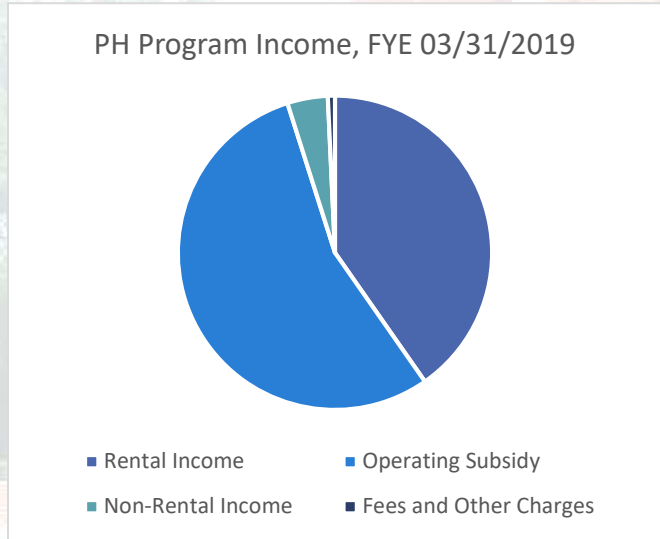
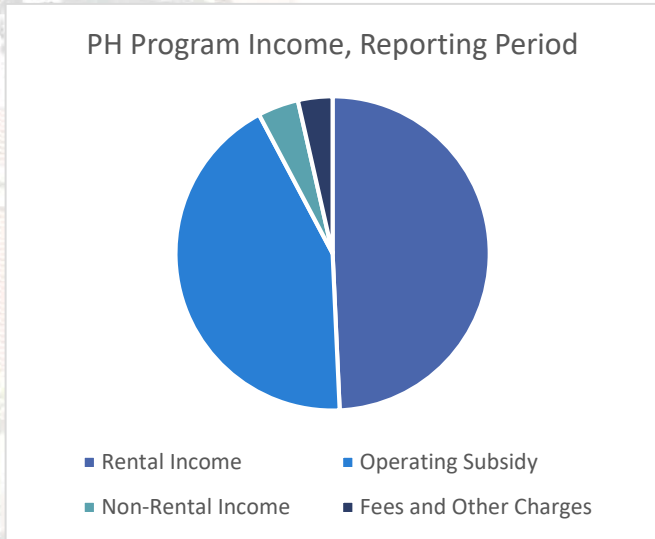
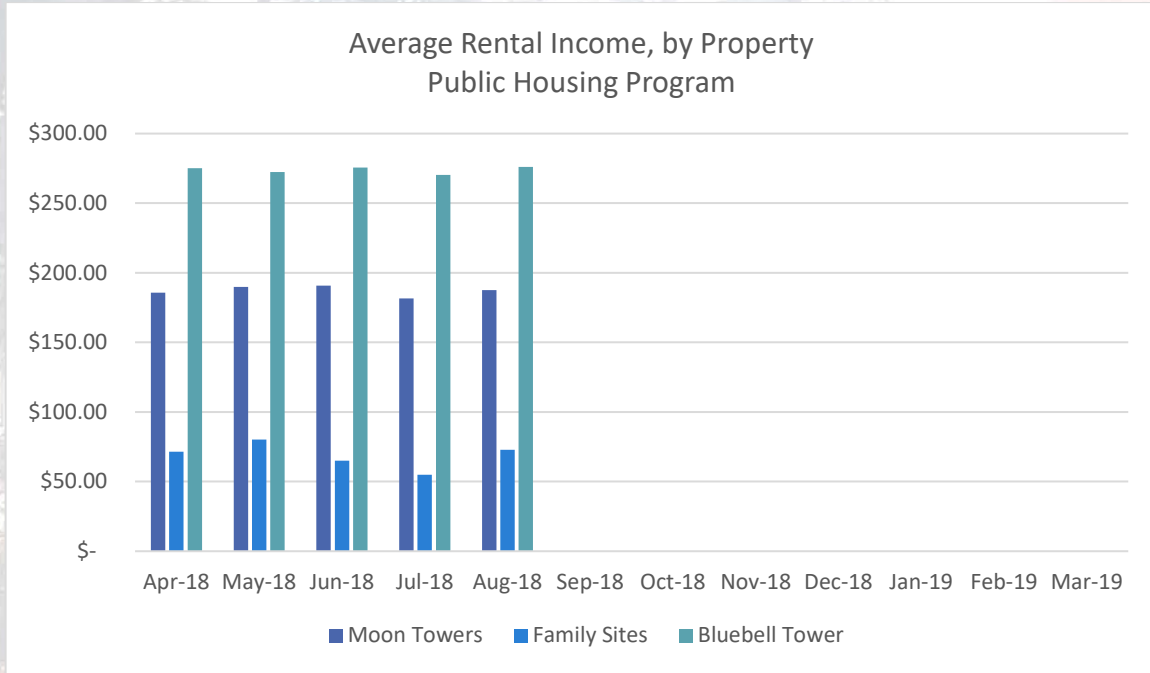
Here is the PHAS Dashboard for the Blue Bell Tower for September 2018:

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)	25.0	25.0
Capital Fund Program Indicator	10.0	10.0
Overall Property PHAS Score	99.92	100.0

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

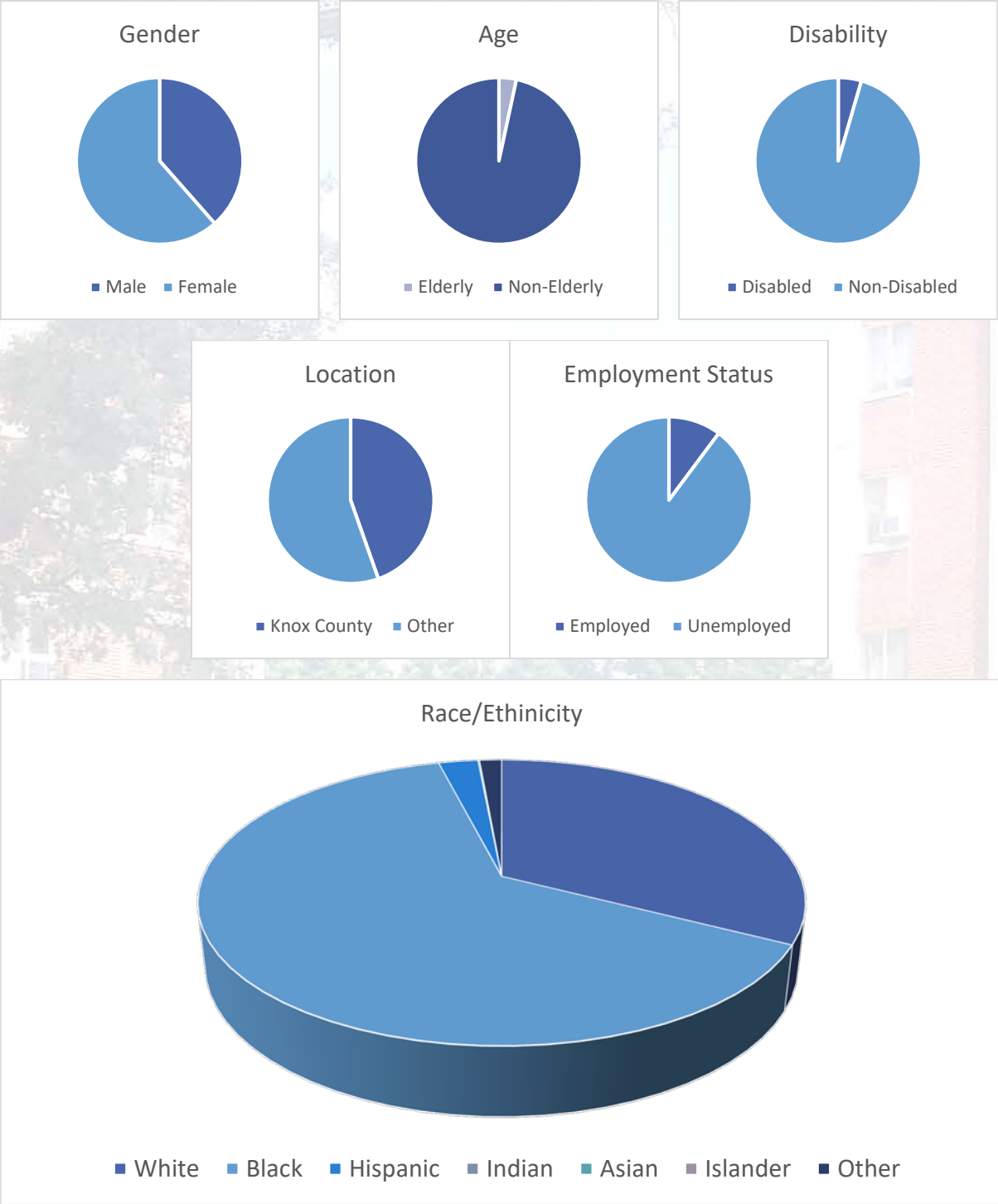
PUBLIC HOUSING PROGRAM DASHBOARD

Public Housing Program Dashboard



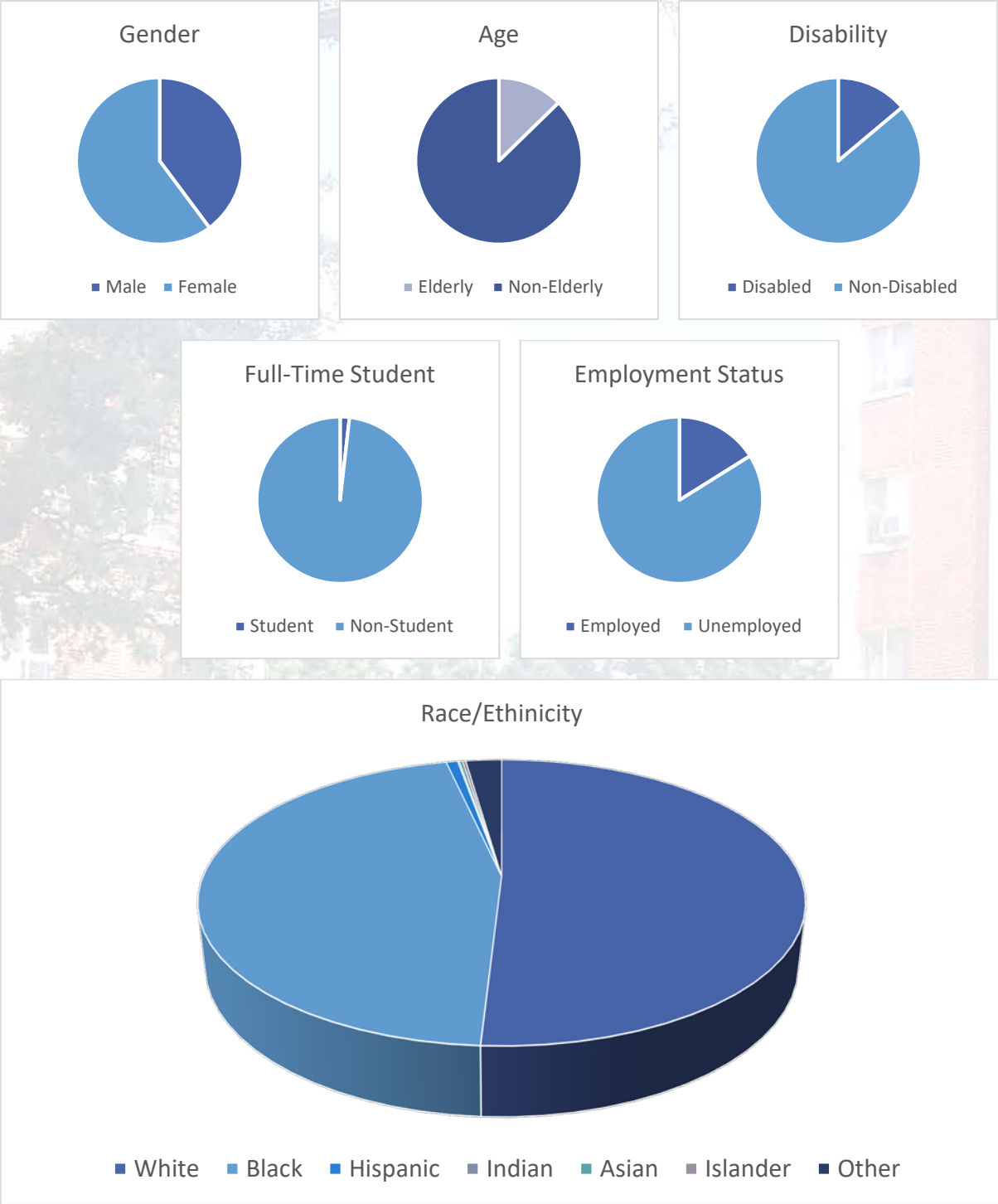
PUBLIC HOUSING PROGRAM DASHBOARD

Applicant Demographics



PUBLIC HOUSING PROGRAM DASHBOARD

PH Tenant Demographics



PUBLIC HOUSING PROGRAM DASHBOARD

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 September, 2018.

Property Name	Total Units	Occupied	Occupancy Rate	Vacancy Rate
Moon Towers	177	176	99.4%	0.6%
Family Sites	190	188	98.9%	1.1%
Bluebell Tower	51	50	98.0%	2.0%
Total PH Program	418	414	99.0%	1.0%

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)	22.33	25.0
Financial Assessment Subsystem (FASS)	25.00	25.0
Capital Fund Program Indicator	10.00	10.0
Overall Property PHAS Score	95.01	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			
November 2018			
December 2018			

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				
November 2018				
December 2018				

HOUSING CHOICE VOUCHER PROGRAM

Voucher Portability Impact

Month	Vouchers Knox Co.	Vouchers Ported	Ported \$\$	Housing Assistance Payments (HAP)	Percent of HAP
January 2018	188	12	\$ 10,733.00	\$ 70,460.00	15.23%
February 2018	188	13	\$ 10,547.00	\$ 69,657.00	15.14%
March 2018	180	14	\$ 11,207.00	\$ 70,053.00	16.00%
April 2018	179	13	\$ 11,043.00	\$ 68,826.00	16.04%
May 2018	183	13	\$ 12,191.00	\$ 71,625.00	17.02%
June 2018	184	13	\$ 11,646.00	\$ 72,668.00	16.03%
July 2018	181	9	\$ 8,900.00	\$ 70,225.00	12.67%
August 2018	184	10	\$ 11,701.00	\$ 74,364.00	15.73%
September 2018	190	12	\$ 12,085.00	\$ 74,769.00	16.16%
October 2018			\$ -	\$ -	
November 2018			\$ -	\$ -	
December 2018			\$ -	\$ -	
CYE 12/31/2018			\$ 100,053.00	\$ 642,647.00	15.57%

Voucher Utilization

Month	Mo. HAP Expenditure	Mo. HAP Authority	Over/Under HAP	Net-Restricted Position (NRP)	NRP+BA	Percent Utilization ²²
01/18	\$ 70,460.00	\$ 66,687.33	\$ 3,772.67	\$ 6,344.00	\$ 73,031.33	96.48%
02/18	\$ 140,117.00	\$ 133,374.66	\$ 6,742.34	\$ 9,934.00	\$ 143,308.66	97.77%
03/18	\$ 210,170.00	\$ 200,061.99	\$ 10,108.01	\$ 13,447.00	\$ 213,508.99	98.44%
04/18	\$ 278,996.00	\$ 266,749.32	\$ 12,246.68	\$ 16,478.00	\$ 283,227.32	98.51%
05/18	\$ 350,621.00	\$ 333,436.65	\$ 17,184.35	\$ 16,697.00	\$ 350,133.65	100.14%
06/18	\$ 423,289.00	\$ 400,123.98	\$ 23,165.02	\$ 43,417.00	\$ 443,540.98	95.43%
07/18	\$ 493,859.00	\$ 466,811.31	\$ 27,047.69	\$ 45,077.00	\$ 511,888.31	96.48%
08/18	\$ 568,223.00	\$ 533,498.64	\$ 34,724.36	\$ 41,160.00	\$ 574,658.64	98.88%
09/18	\$ 642,992.00	\$ 600,185.97	\$ 42,806.03	\$ 36,013.00	\$ 636,198.97	101.07%
10/18	\$ -	\$ 666,873.30	\$ -	\$ -	\$ 666,873.30	0.00%
11/18	\$ -	\$ 733,560.63	\$ -	\$ -	\$ 733,560.63	0.00%
12/18	\$ -	\$ 800,247.96	\$ -	\$ -	\$ 800,247.96	0.00%

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 August 2018:

- Average rent collected for Prairieland Townhouses is \$418.40 per unit per month.
- Vacancy loss - \$126.00 (11 days)
- Accounts Receivable for the Prairieland Townhouses is currently \$4,685.00
 - \$3,708.00 in dwelling rent
 - \$977.00 in other charges (maintenance, violation fines, etc.)
- Net cash flow for September 2018 – \$1,519.59
- Net cash flow YTD 2019 – \$20,211.81
- Replacement Reserve Balance - \$113,222.00
- Residual Receipt Reserve Balance - \$54,501.00

Brentwood Manor

Key Financial Data for Brentwood Manor for August 2018:

- Average rent collected for Prairieland Townhouses is \$430.56 per unit per month.
- Vacancy loss - \$0.00 (0 days)
- Accounts Receivable for the Prairieland Townhouses is currently \$10,300.00
 - \$8,658.00 in dwelling rent
 - \$1,642.00 in other charges (maintenance, violation fines, etc.)
- Net cash flow for September 2018 – \$(61,181.51)
- Net cash flow YTD 2019 – \$(22,835.03)
- Cash Reserve Position – \$156,348.27

Here is a snapshot of the occupancy at the AHP properties as of October 26, 2018:

A.H.P. Properties	Occupancy	Vacancy
Prairieland Townhouse Apartments	99.4%	0.6%
Brentwood Manor	100.00%	0.00%