



Harrisonburg Redevelopment & Housing Authority

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November 21, 2022

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Tuesday, November 29, 2022 at 4:00 p.m.**, at the Municipal Building, City Council Chambers located at 409 South Main Street, Harrisonburg, Virginia.

Michael G. Wong
Executive Director

Enclosures

EQUAL HOUSING OPPORTUNITY PROVIDER

HRHA provides reasonable accommodations to persons with disabilities consistent with the Section 504 Final Rule (24 CFR Part 8) and the Fair Housing Amendments Act

AGENDA
Regular Meeting
November 29, 2022

I. Call to order and determination of quorum

II. Review and Approval of Minutes

- July 15, 2022
- October 19, 2022

III. Financial Reports

- October 2022

Reports

A. Executive Director

1. Resolution Approving the Issuance of a Tax-Exempt Multifamily Note for the Acquisition and Construction of Brookland Apartments Located in Richmond, Virginia
2. 2022 Inventory, Bad Debt and Write-offs
3. Resolution Pension Plan Modification

B. Any New Business/ Old Business

1. Strategic Initiatives Updates

- Homeownership and Neighborhood Revitalization
 - Bluestone Town Center
 - Lineweaver Annex Renovation
 - Commerce Village II
- Addressing Homelessness and Affordable Housing
 - Point in Time Count-1/25/2023
- Improving Organizational Efficiency and Effectiveness
 - MTW-1/1/2023 Implementation
 - Yardi Software Migration
 - Strategic Planning-January 17, 2023 3:00-7:00

C. Management Reports

1. Housing Choice Voucher Program Trends and Utilization
2. HRHA Owned Properties Utilization
3. Waiting List Reports
4. Financial Monthly Report & Quarterly Investment Update

IV. Public Comment

MINUTES

Regular Meeting
October 19, 2022

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on Wednesday, October 19 at 4:00 p.m.

Those present were:

Dany Fleming, Chair
Christine Fasching Maphis, Vice Chairperson
Kevin Coffman, Commissioner
Luciano Benjamin, Commissioner
Gil Colman, Commissioner

Also present were:

Michael G. Wong, Executive Director
Jordan Bowman, Attorney
Tiffany Runion, Deputy Director

The Regular Meeting was called to order and a quorum declared present by Dany Fleming, Chair.

Mr. Wong then presented the July 20th and September 28th meeting minutes for consideration of approval. He related of not receiving any proposed changes to the July 20th minutes from Commissioner Green. After a period of discussion, the board agreed to table the minutes until Ms. Green could provide her amendments to the minutes. Commissioner Benjamin seconded by Vice Chair Maphis then made the motion to approve the September meeting minutes. The motion was unanimously approved.

Mr. Wong then presented the September financials for consideration for approval. After a period of discussion, Vice Chair Maphis seconded by Commissioner Benjamin made the motion to approve the September financials. The motion was unanimously approved.

Mr. Wong then presented the 2021 audit for consideration of approval. He related of the audit normally being presented to the board for review and approval at the September meeting. He stated of significant concern with the lack of timeliness in completion of the audit by the auditors, Dooley and Vicars, which required the Authority's finance director having to submit to HUD at the last minute. He related of planning on addressing with the firm. Mr. Wong did relate of the Authority's audit identifying no issues or findings. After a period of discussion, Commissioner Benjamin seconded by Commissioner Colman made the motion approving the audit. The motion was unanimously approved.

Vice Chair Maphis seconded by Commissioner Benjamin made the motion to go

into closed session to discuss the performance and employment of specific local government personnel as authorized by section 2.23711(A)(7)(1). The motion was unanimously approved. After a period of discussion, the board concluded its closed session and a roll call certification was completed. With respect to the just concluded closed session and to the best of each member's knowledge only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or convened in the meeting by the Authority.

Dany Fleming, Chair	Aye
Christine Fasching Maphis, Vice Chair	Aye
Luciano Benjamin, Commissioner	Aye
Kevin Coffman, Commissioner	Aye
Gil Colman, Commissioner	Aye
Shonda Green, Commissioner	Absent

Vice Chair Maphis seconded by Commissioner Colman made the motion that a job review and performance evaluation has been completed on the executive director consistent with HUD standards. Mr. Wong's performance was satisfactory however communication and board relations are an area of improvement. The motion authorized the board chair to sign an extension on the employment contract with salary compensation consistent with the proposed salary increase for all staff. The motion was unanimously approved.

Mr. Wong then provided brief updates on the Authority's initiatives and updates on management reports. Chairperson Fleming then opened the public comment period. No comment was received.

Michael G. Wong
Executive Director

Dany Fleming
Chair

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3100-00-000 TENANT INCOME									
3101-00-000 Rental Income									
3111-00-000 Tenant Rent	44,132.47	35,716.33	8,416.14	23.56	330,791.95	357,163.30	-26,371.35	-7.38	428,596.00
3112-06-000 PBV HAP Subsidy	21,602.00	19,845.00	1,757.00	8.85	178,953.20	198,450.00	-19,496.80	-9.82	238,140.00
3119-00-000 Total Rental Income	65,734.47	55,561.33	10,173.14	18.31	509,745.15	555,613.30	-45,868.15	-8.26	666,736.00
3120-00-000 Other Tenant Income									
3120-01-000 Laundry and Vending	535.63	333.33	202.30	60.69	3,113.82	3,333.30	-219.48	-6.58	4,000.00
3120-03-000 Damages	182.00	58.33	123.67	212.02	1,533.75	583.30	950.45	162.94	700.00
3120-04-000 Late Charges	0.00	25.00	-25.00	-100.00	254.50	250.00	4.50	1.80	300.00
3120-06-000 NSF Charges	0.00	0.00	0.00	N/A	25.00	0.00	25.00	N/A	0.00
3120-08-000 Workorders/Maint Charges	1,427.00	333.33	1,093.67	328.10	2,683.00	3,333.30	-650.30	-19.51	4,000.00
3120-09-000 Misc. Tenant Income	0.00	0.00	0.00	N/A	30.00	0.00	30.00	N/A	0.00
3129-00-000 Total Other Tenant Income	2,144.63	749.99	1,394.64	185.95	7,640.07	7,499.90	140.17	1.87	9,000.00
3199-00-000 TOTAL TENANT INCOME	67,879.10	56,311.32	11,567.78	20.54	517,385.22	563,113.20	-45,727.98	-8.12	675,736.00
3400-00-000 GRANT INCOME									
3410-50-100 VA Homelessness Solutions Program	10,719.24	4,949.25	5,769.99	116.58	101,558.57	49,492.50	52,066.07	105.20	59,391.00
3410-51-100 CHERP-CDBG-MCS Grant	599.95	26,523.75	-25,923.80	-97.74	290,304.39	265,237.50	25,066.89	9.45	318,285.00
3410-52-100 CHERP-ESO Grant	0.00	3,939.92	-3,939.92	-100.00	33,307.25	39,399.20	-6,091.95	-15.46	47,279.00
3410-60-200 Homelessness Assistance Grant (HMIS/SNAP)	0.00	7,006.00	-7,006.00	-100.00	73,352.76	70,060.00	3,292.76	4.70	84,072.00
3410-61-200 COC Planning Grant	0.00	1,763.42	-1,763.42	-100.00	27,976.68	17,634.20	10,342.48	58.65	21,161.00
3499-00-000 TOTAL GRANT INCOME	11,319.19	44,182.34	-32,863.15	-74.38	526,499.65	441,823.40	84,676.25	19.17	530,188.00
3600-00-000 OTHER INCOME									
3610-00-000 Investment Income - Unrestricted	34.43	0.00	34.43	N/A	362.86	0.00	362.86	N/A	0.00
3620-00-000 Management Fee Income	958.85	916.67	42.18	4.60	8,542.56	9,166.70	-624.14	-6.81	11,000.00
3621-00-000 Bond Application Fees	0.00	1,250.00	-1,250.00	-100.00	15,000.00	12,500.00	2,500.00	20.00	15,000.00
3650-00-000 Miscellaneous Other Income	3,900.00	15,000.00	-11,100.00	-74.00	8,400.33	150,000.00	-141,599.67	-94.40	180,000.00
3699-00-000 TOTAL OTHER INCOME	4,893.28	17,166.67	-12,273.39	-71.50	32,305.75	171,666.70	-139,360.95	-81.18	206,000.00
3999-00-000 TOTAL INCOME	84,091.57	117,660.33	-33,568.76	-28.53	1,076,190.62	1,176,603.30	-100,412.68	-8.53	1,411,924.00
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE EXPENSES									
4100-99-000 Administrative Salaries									
4110-00-000 Administrative Salaries	19,925.30	24,740.16	-4,814.86	19.46	195,808.60	247,401.60	-51,593.00	20.85	296,882.00
4110-04-000 Employee Benefit Contribution-Admin	6,383.20	7,422.08	-1,038.88	14.00	57,196.17	74,220.80	-17,024.63	22.94	89,065.00
4110-50-100 Salary-VA Homelessness Solutions Program(VHSP)	2,355.56	3,532.58	-1,177.02	33.32	37,630.17	35,325.80	2,304.37	-6.52	42,391.00
4110-50-101 Adm Benefits-VA Homelessness Solutions Program	996.27	1,250.00	-253.73	20.30	13,661.41	12,500.00	1,161.41	-9.29	15,000.00
4110-53-100 Salary-CHERP HMIS	1,920.00	0.00	-1,920.00	N/A	3,840.00	0.00	-3,840.00	N/A	0.00
4110-50-200 Salary-Homelessness Assistance Grant(HMIS)	0.00	6,250.00	-6,250.00	100.00	38,646.32	62,500.00	-23,853.68	38.17	75,000.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4110-60-201	0.00	333.33	333.33	100.00	9,446.10	3,333.30	-6,112.80	-183.39	4,000.00
Adm Benefits-Homelessness Assistance Grant(HMI									
4110-61-200	3,743.66	1,263.42	-2,480.24	-196.31	11,885.06	12,634.20	749.14	5.93	15,161.00
Salary-COC Planning Grant									
4110-61-201	284.91	500.00	215.09	43.02	1,683.25	5,000.00	3,316.75	66.33	6,000.00
Adm Benefits-COC Planning									
4110-99-000	35,608.90	45,291.57	9,682.67	21.38	369,797.08	452,915.70	83,118.62	18.35	543,499.00
Total Administrative Salaries									
4130-00-000									
Legal Expense									
4130-01-000	0.00	16.67	16.67	100.00	128.00	166.70	38.70	23.22	200.00
Unlawful Detainers									
4130-04-000	0.00	1,149.99	1,149.99	100.00	14,866.58	11,499.90	-3,366.68	-29.28	13,800.00
General Legal Expense									
4131-00-000	0.00	1,166.66	1,166.66	100.00	14,994.58	11,666.60	-3,327.98	-28.53	14,000.00
Total Legal Expense									
4140-00-000	585.00	500.00	-85.00	-17.00	7,063.66	5,000.00	-2,063.66	-41.27	6,000.00
Staff Training									
4140-00-000	6,717.52	500.00	-6,217.52	-1,243.50	18,870.29	5,000.00	-13,870.29	-277.41	6,000.00
Travel									
4171-00-000	0.00	520.84	520.84	100.00	0.00	5,208.40	5,208.40	100.00	6,250.00
Auditing Fees									
4182-00-000	0.00	0.00	0.00	N/A	6,000.00	0.00	-6,000.00	N/A	0.00
Consultants									
4189-00-000	6,717.52	1,020.84	-5,696.68	-558.04	24,870.29	10,208.40	-14,661.89	-143.63	12,250.00
Total Other Admin Expenses									
4190-00-000									
Miscellaneous Admin Expenses									
4190-01-000	0.00	104.16	104.16	100.00	1,288.13	1,041.60	-246.53	-23.67	1,250.00
Membership and Fees									
4190-02-000	0.00	125.00	125.00	100.00	939.68	1,250.00	310.32	24.83	1,500.00
Publications									
4190-03-000	0.00	62.50	62.50	100.00	432.40	625.00	192.60	30.82	750.00
Advertising									
4190-04-000	0.00	266.67	266.67	100.00	918.21	2,666.70	1,748.49	65.57	3,200.00
Office Supplies									
4190-06-000	0.00	125.00	125.00	100.00	0.00	1,250.00	1,250.00	100.00	1,500.00
Compliance									
4190-07-000	199.13	662.50	463.37	69.94	6,329.54	6,625.00	295.46	4.46	7,950.00
Telephone & Internet									
4190-08-000	0.00	283.34	283.34	100.00	1,668.44	2,833.40	1,164.96	41.12	3,400.00
Postage									
4190-10-000	92.22	250.00	157.78	63.11	1,572.20	2,500.00	927.80	37.11	3,000.00
Copiers									
4190-12-000	59.42	750.00	690.58	92.08	21,680.37	7,500.00	-14,180.37	-189.07	9,000.00
Software									
4190-13-000	517.12	333.33	-183.79	-55.14	3,997.75	3,333.30	-664.45	-19.93	4,000.00
IT/Website Maintenance									
4190-14-000	0.00	879.17	879.17	100.00	10,550.00	8,791.70	-1,758.30	-20.00	10,550.00
Community Donations									
4190-18-000	0.00	416.66	416.66	100.00	5,174.24	4,166.60	-1,007.64	-24.18	5,000.00
Small Office Equipment									
4190-22-000	5,017.34	208.33	-4,809.01	-2,308.36	1,127.54	2,083.30	955.76	45.88	2,500.00
Other Misc Admin Expenses									
4190-50-100	0.00	166.67	166.67	100.00	5,904.98	1,666.70	-4,238.28	-254.29	2,000.00
VA Homelessness Solutions Program(VHSP)									
4190-51-100	0.00	26,523.75	26,523.75	100.00	293,733.12	265,237.50	-28,495.62	-10.74	318,285.00
CHERP-CDBG-NCS Grant									
4190-52-100	0.00	3,939.92	3,939.92	100.00	47,279.00	39,399.20	-7,879.80	-20.00	47,279.00
CHERP-ESO Grant									
4190-60-200	1,539.90	422.67	-1,117.23	-264.33	23,259.24	4,226.70	-19,032.54	-450.29	5,072.00
Homelessness Assistance Grant (HMIS/SNAP)									
4191-00-000	7,425.13	35,519.67	28,094.54	79.10	425,854.84	355,196.70	-70,658.14	-19.89	426,236.00
Total Miscellaneous Admin Expenses									
4199-00-000	50,336.55	83,498.74	33,162.19	39.72	842,580.45	834,987.40	-7,396.95	-0.91	1,001,985.00
TOTAL ADMINISTRATIVE EXPENSES									
4200-00-000									
TENANT SERVICES									
4210-20-300	661.87	0.00	-661.87	N/A	0.00	0.00	0.00	N/A	0.00
Tenant Services-Salaries									
4220-01-000	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
Other Tenant Svcs.									
4299-00-000	661.87	83.33	-578.54	-694.28	0.00	833.30	833.30	100.00	1,000.00
TOTAL TENANT SERVICES EXPENSES									
4300-00-000									
UTILITY EXPENSES									
4310-00-000	-51.56	900.00	951.56	105.73	5,942.53	9,000.00	3,057.47	33.97	10,800.00
Water									
4320-00-000	-5,145.12	5,458.33	10,603.45	194.26	38,054.88	54,583.30	16,528.42	30.28	65,500.00
Electricity									
4330-00-000	104.26	125.00	20.74	16.59	-919.09	1,250.00	2,169.09	173.53	1,500.00
Gas									
4390-00-000	0.00	2,000.00	2,000.00	100.00	13,688.94	20,000.00	6,311.06	31.56	24,000.00
Sewer & Trash									
4399-00-000	-5,092.42	8,483.33	13,575.75	160.03	56,767.26	84,833.30	28,066.04	33.08	101,800.00
TOTAL UTILITY EXPENSES									

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4400-00-000 MAINTENANCE AND OPERATIONAL EXPENSES									
4400-99-000 General Maint Expense									
4410-00-000 Maintenance Salaries	10,651.31	8,895.25	-1,756.06	-19.74	110,490.94	88,952.50	-21,538.44	-24.21	106,743.00
4410-05-000 Employee Benefit Contribution-Maint.	2,489.16	2,668.58	179.42	6.72	25,343.27	26,685.80	1,342.53	5.03	32,023.00
4419-00-000 Total General Maint Expense	13,140.47	11,563.83	-1,576.64	-13.63	135,834.21	115,638.30	-20,195.91	-17.46	138,766.00
4420-00-000 Materials									
4420-01-000 Supplies-Grounds	0.00	91.67	91.67	100.00	603.03	916.70	313.67	34.22	1,100.00
4420-02-000 Supplies-Appliance	0.00	50.00	50.00	100.00	356.41	500.00	143.59	28.72	600.00
4420-03-000 Supplies-Unit Turnover	0.00	333.33	333.33	100.00	3,970.37	3,333.30	-637.07	-19.11	4,000.00
4420-04-000 Supplies-Electrical	0.00	133.33	133.33	100.00	799.75	1,333.30	533.55	40.02	1,600.00
4420-05-000 Supplies-Fuel & Parts	48.18	166.67	118.49	71.09	1,711.47	1,666.70	-44.77	-2.69	2,000.00
4420-06-000 Supplies-Janitorial/Cleaning	0.00	125.00	125.00	100.00	1,224.16	1,250.00	25.84	2.07	1,500.00
4420-07-000 Supplies-Maint/Repairs	0.00	950.00	950.00	100.00	7,352.07	9,500.00	2,147.93	22.61	11,400.00
4420-08-000 Supplies-Plumbing	0.00	83.34	83.34	100.00	1,643.91	833.40	-810.51	-97.25	1,000.00
4420-09-000 Tools and Equipment	96.01	41.67	-54.34	-130.41	1,554.85	416.70	-1,138.15	-273.13	500.00
4420-10-000 Maintenance Paper/Supplies	0.00	108.33	108.33	100.00	322.39	1,083.30	760.91	70.24	1,300.00
4429-00-000 Total Materials	144.19	2,083.34	1,939.15	93.08	19,538.41	20,833.40	1,294.99	6.22	25,000.00
4430-00-000 Contract Costs									
4430-03-000 Contract-Trash Collection	185.90	166.67	-19.23	-11.54	3,171.28	1,666.70	-1,504.58	-90.27	2,000.00
4430-04-000 Contract-Snow Removal	0.00	166.67	166.67	100.00	0.00	1,666.70	1,666.70	100.00	2,000.00
4430-05-000 Contract-Unit Turnover	0.00	666.67	666.67	100.00	20,162.82	6,666.70	-13,496.12	-202.44	8,000.00
4430-06-000 Contract-Electrical	0.00	125.00	125.00	100.00	1,985.82	1,250.00	-735.82	-58.87	1,500.00
4430-07-000 Contract-Pest Control	2,953.09	350.00	-2,603.09	-743.74	9,777.81	3,500.00	-6,277.81	-179.37	4,200.00
4430-08-000 Contract-Floor Covering	0.00	83.33	83.33	100.00	4,785.86	933.30	-3,852.56	-412.79	1,100.00
4430-09-000 Contract-Grounds	0.00	166.67	166.67	100.00	537.50	1,666.70	1,129.20	67.75	2,000.00
4430-10-000 Contract-Janitorial/Cleaning	0.00	516.67	516.67	100.00	2,324.73	5,166.70	2,841.97	55.01	6,200.00
4430-11-000 Contract-Plumbing	0.00	333.33	333.33	100.00	3,146.37	3,333.30	186.93	5.61	4,000.00
4430-12-000 Contract-Inspections	0.00	333.33	333.33	100.00	4,500.00	3,333.30	-1,166.70	-35.00	4,000.00
4430-13-000 Contract-HVAC	0.00	708.34	708.34	100.00	9,541.15	7,083.40	-2,457.75	-34.70	8,500.00
4430-14-000 Contract-Vehicle Maintenance	0.00	125.00	125.00	100.00	0.00	1,250.00	1,250.00	100.00	1,500.00
4430-15-000 Contract-Video Surveillance	0.00	291.67	291.67	100.00	203.75	2,916.70	2,712.95	93.01	3,500.00
4430-17-000 Contract-Elevator Maintenance	0.00	866.67	866.67	100.00	9,901.80	8,666.70	-1,235.10	-14.25	10,400.00
4430-18-000 Contract-Alarm Monitoring	62.04	125.01	62.97	50.37	756.90	1,250.10	493.20	39.45	1,500.00
4430-19-000 Contract-Sprinkler Monitoring	80.00	41.67	-38.33	-91.98	1,230.00	416.70	-813.30	-195.18	500.00
4430-23-000 Contract-Consultants	0.00	0.00	0.00	N/A	36,528.00	0.00	-36,528.00	N/A	0.00
4430-99-000 Contract Costs-Other	191.50	425.00	233.50	54.94	2,775.44	4,250.00	1,474.56	34.70	5,100.00
4439-00-000 Total Contract Costs	3,472.53	5,491.70	2,019.17	36.77	111,329.23	95,017.00	-16,312.23	-102.35	66,000.00
4499-00-000 TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	16,757.19	19,138.87	2,381.68	12.44	266,701.85	191,488.70	-75,213.15	-39.28	229,766.00
4500-00-000 GENERAL EXPENSES									
4510-00-000 Insurance-Other	278.33	241.67	-36.66	-15.17	2,969.56	2,416.70	-552.86	-22.88	2,900.00
4510-10-000 Property Insurance	370.68	533.34	162.66	30.50	3,468.74	5,333.40	1,864.66	34.96	6,400.00
4510-20-000 Liability Insurance	175.84	208.33	32.49	15.60	2,087.85	2,083.30	-4.55	-0.22	2,500.00
4510-30-000 Workmen's Compensation	552.95	516.67	-36.28	-7.02	7,299.44	5,166.70	-2,132.74	-41.28	6,200.00
4570-00-000 Bad Debt-Tenant Rents	0.00	416.67	416.67	100.00	0.00	4,166.70	4,166.70	100.00	5,000.00
4599-00-000 TOTAL GENERAL EXPENSES	1,377.80	1,916.68	538.88	28.12	15,825.59	19,166.80	3,341.21	17.43	23,000.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4800-00-000 FINANCING EXPENSE									
4851-00-000 Interest Expense-Loan 1	5,665.87	1,333.33	-4,332.54	-324.94	34,971.05	13,333.30	-21,637.75	-162.28	16,000.00
4899-00-000 TOTAL FINANCING EXPENSES	5,665.87	1,333.33	-4,332.54	-324.94	34,971.05	13,333.30	-21,637.75	-162.28	16,000.00
8000-00-000 TOTAL EXPENSES	69,706.86	114,454.28	44,747.42	39.10	1,216,846.20	1,144,642.80	-72,203.40	-6.31	1,373,551.00
9000-00-000 NET INCOME	14,384.71	3,206.05	11,178.66	348.67	-140,655.58	31,960.50	-172,616.08	-540.09	38,373.00

**Bridgeport Building
Statement of Revenues, Expenditures, and Changes in Fund Net Position**

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3100-00-000 TENANT INCOME									
3101-00-000 Rental Income									
3111-00-000 Tenant Rent	26,201.47	15,871.33	10,330.14	65.09	169,405.22	158,713.30	10,691.92	6.74	190,456.00
3119-00-000 Total Rental Income	26,201.47	15,871.33	10,330.14	65.09	169,405.22	158,713.30	10,691.92	6.74	190,456.00
3199-00-000 TOTAL TENANT INCOME	26,201.47	15,871.33	10,330.14	65.09	169,405.22	158,713.30	10,691.92	6.74	190,456.00
3999-00-000 TOTAL INCOME	26,201.47	15,871.33	10,330.14	65.09	169,405.22	158,713.30	10,691.92	6.74	190,456.00
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE EXPENSES									
4130-00-000 Legal Expense									
4130-04-000 General Legal Expense	0.00	208.33	208.33	100.00	401.50	2,083.30	1,681.80	80.73	2,500.00
4131-00-000 Total Legal Expense	0.00	208.33	208.33	100.00	401.50	2,083.30	1,681.80	80.73	2,500.00
4190-00-000 Miscellaneous Admin Expenses									
4190-07-000 Telephone & Internet	0.00	50.00	50.00	100.00	293.04	500.00	206.96	41.39	600.00
4191-00-000 Total Miscellaneous Admin Expenses	0.00	50.00	50.00	100.00	293.04	500.00	206.96	41.39	600.00
4199-00-000 TOTAL ADMINISTRATIVE EXPENSES	0.00	258.33	258.33	100.00	694.54	2,583.30	1,888.76	73.11	3,100.00
4300-00-000 UTILITY EXPENSES									
4310-00-000 Water	-51.56	66.67	118.23	177.34	274.73	666.70	391.97	58.79	800.00
4320-00-000 Electricity	-5,145.12	0.00	5,145.12	N/A	-7,483.62	0.00	7,483.62	N/A	0.00
4330-00-000 Gas	104.26	0.00	-104.26	N/A	-1,418.99	0.00	1,418.99	N/A	0.00
4399-00-000 TOTAL UTILITY EXPENSES	-5,092.42	66.67	5,159.09	7,738.25	-8,627.88	666.70	9,294.58	1,394.12	800.00
4400-00-000 MAINTENANCE AND OPERATIONAL EXPENSES									
4420-00-000 Materials									
4420-04-000 Supplies-Electrical	0.00	41.67	41.67	100.00	73.38	416.70	343.32	82.39	500.00
4420-07-000 Supplies-Maint/Repairs	0.00	208.33	208.33	100.00	0.00	2,083.30	2,083.30	100.00	2,500.00
4429-00-000 Total Materials	0.00	250.00	250.00	100.00	73.38	2,500.00	2,426.62	97.06	3,000.00
4430-00-000 Contract Costs									
4430-03-000 Contract-Trash Collection	0.00	0.00	0.00	N/A	970.00	0.00	-970.00	N/A	0.00
4430-07-000 Contract-Pest Control	61.24	50.00	-11.24	-22.48	551.16	500.00	-51.16	-10.23	600.00
4430-08-000 Contract-Floor Covering	0.00	0.00	0.00	N/A	0.00	100.00	100.00	100.00	100.00
4430-10-000 Contract-Janitorial/Cleaning	0.00	141.67	141.67	100.00	1,082.73	1,416.70	333.97	23.57	1,700.00
4430-13-000 Contract-HVAC	0.00	166.67	166.67	100.00	1,551.00	1,666.70	115.70	6.94	2,000.00
4430-17-000 Contract-Elevator Maintenance	0.00	241.67	241.67	100.00	2,841.84	2,416.70	-425.14	-17.59	2,900.00
4430-18-000 Contract-Alarm Monitoring	23.00	41.67	18.67	44.80	138.00	416.70	278.70	66.88	500.00
4430-99-000 Contract-Cross-Other	0.00	183.33	183.33	100.00	1,125.94	1,833.30	707.36	38.58	2,200.00
4439-00-000 Total Contract Costs	84.24	825.01	740.77	89.79	8,260.67	8,350.10	89.43	1.07	10,000.00
4499-00-000 TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	84.24	1,075.01	990.77	92.16	8,334.05	10,850.10	2,516.05	23.19	13,000.00

**Bridgeport Building
Statement of Revenues, Expenditures, and Changes in Fund Net Position**

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4800-00-000 FINANCING EXPENSE									
4851-00-000 Interest Expense-Loan 1	2,600.46	1,333.33	-1,267.13	-95.04	14,839.38	13,333.30	-1,506.08	-11.30	16,000.00
4899-00-000 TOTAL FINANCING EXPENSES	2,600.46	1,333.33	-1,267.13	-95.04	14,839.38	13,333.30	-1,506.08	-11.30	16,000.00
8000-00-000 TOTAL EXPENSES	-2,407.72	2,733.34	5,141.06	188.09	15,240.09	27,433.40	12,193.31	44.45	32,900.00
9000-00-000 NET INCOME	28,609.19	13,137.99	15,471.20	117.76	154,165.13	131,279.90	22,885.23	17.43	157,556.00

LINEWEAVER ANNEX APARTMENTS
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3100-00-000 TENANT INCOME									
3101-00-000 Rental Income									
3111-00-000 Tenant Rent	17,931.00	19,845.00	-1,914.00	-9.64	161,386.73	198,450.00	-37,063.27	-18.68	238,140.00
3112-06-000 PBV HAP Subsidy	21,602.00	19,845.00	1,757.00	8.85	178,953.20	198,450.00	-19,496.80	-9.82	238,140.00
3119-00-000 Total Rental Income	39,533.00	39,690.00	-157.00	-0.40	340,339.93	396,900.00	-56,560.07	-14.25	476,280.00
3120-00-000 Other Tenant Income									
3120-01-000 Laundry and Vending	535.63	333.33	202.30	60.69	3,113.82	3,333.30	-219.48	-6.58	4,000.00
3120-03-000 Damages	182.00	58.33	123.67	212.02	1,533.75	583.30	950.45	162.94	700.00
3120-04-000 Late Charges	0.00	25.00	-25.00	-100.00	254.50	250.00	4.50	1.80	300.00
3120-06-000 NSF Charges	0.00	0.00	0.00	N/A	25.00	0.00	25.00	N/A	0.00
3120-08-000 Workorders/Maint Charges	1,427.00	333.33	1,093.67	328.10	2,663.00	3,333.30	-650.30	-19.51	4,000.00
3120-09-000 Misc.Tenant Income	0.00	0.00	0.00	N/A	30.00	0.00	30.00	N/A	0.00
3129-00-000 Total Other Tenant Income	2,144.63	749.99	1,394.64	185.99	7,640.07	7,499.90	140.17	1.87	9,000.00
3199-00-000 TOTAL TENANT INCOME	41,677.63	40,439.99	1,237.64	3.06	347,980.00	404,399.90	-56,419.90	-13.95	485,280.00
3999-00-000 TOTAL INCOME	41,677.63	40,439.99	1,237.64	3.06	347,980.00	404,399.90	-56,419.90	-13.95	485,280.00
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE EXPENSES									
4100-99-000 Administrative Salaries									
4101-00-000 Administrative Salaries	4,561.30	6,759.33	2,198.03	32.52	49,463.87	67,593.30	18,129.43	26.82	81,112.00
4101-04-000 Employee Benefit Contribution-Admin	1,391.38	2,027.83	636.45	31.39	16,072.59	20,278.30	4,205.71	20.74	24,334.00
4110-99-000 Total Administrative Salaries	5,952.68	8,787.16	2,834.48	32.26	65,536.46	87,871.60	22,335.14	25.42	105,446.00
4130-00-000 Legal Expense									
4130-01-000 Unlawful Detainers	0.00	16.67	16.67	100.00	128.00	166.70	38.70	23.22	200.00
4130-04-000 General Legal Expense	0.00	108.33	108.33	100.00	2,388.65	1,083.30	-1,305.35	-120.50	1,300.00
4131-00-000 Total Legal Expense	0.00	125.00	125.00	100.00	2,516.65	1,250.00	-1,266.65	-101.33	1,500.00
4140-00-000 Staff Training	0.00	83.33	83.33	100.00	550.00	833.30	283.30	34.00	1,000.00
4150-00-000 Travel	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
4171-00-000 Auditing Fees	0.00	104.17	104.17	100.00	0.00	1,041.70	1,041.70	100.00	1,250.00
4189-00-000 Total Other Admin Expenses	0.00	187.50	187.50	100.00	0.00	1,875.00	1,875.00	100.00	2,250.00
4190-00-000 Miscellaneous Admin Expenses									
4190-01-000 Membership and Fees	0.00	20.83	20.83	100.00	297.02	208.30	-88.72	-42.59	250.00
4190-02-000 Publications	0.00	41.67	41.67	100.00	0.00	416.70	416.70	100.00	500.00
4190-03-000 Advertising	0.00	20.83	20.83	100.00	14.22	208.30	194.08	93.17	250.00
4190-04-000 Office Supplies	0.00	166.67	166.67	100.00	152.86	1,666.70	1,513.84	90.83	2,000.00
4190-06-000 Compliance	0.00	125.00	125.00	100.00	0.00	1,250.00	1,250.00	100.00	1,500.00
4190-07-000 Telephone & Internet	10.26	208.33	198.07	95.08	1,721.60	2,083.30	361.70	17.36	2,500.00
4190-08-000 Postage	0.00	166.67	166.67	100.00	424.84	1,666.70	1,241.86	74.51	2,000.00
4190-10-000 Copiers	34.67	125.00	90.33	72.26	492.16	1,250.00	757.84	60.63	1,500.00
4190-12-000 Software	14.84	416.67	401.83	96.44	5,076.31	4,166.70	-909.61	-21.83	5,000.00

LINEWEAVER ANNEX APARTMENTS
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-13-000	93.78	125.00	31.22	24.98	1,249.71	1,250.00	0.29	0.02	1,500.00
4190-18-000	0.00	83.33	83.33	100.00	65.31	833.30	767.99	92.16	1,000.00
4190-22-000	0.00	0.00	0.00	N/A	-6,600.40	0.00	6,600.40	N/A	0.00
4191-00-000	153.55	1,500.00	1,346.45	89.76	2,893.63	15,000.00	12,106.37	80.71	18,000.00
4199-00-000	6,106.23	10,682.99	4,576.76	42.84	71,496.74	106,829.90	35,333.16	33.07	128,196.00
TENANT SERVICES									
4200-00-000	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
4220-01-000	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
4299-00-000	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
UTILITY EXPENSES									
4300-00-000	0.00	833.33	833.33	100.00	5,667.80	8,333.30	2,665.50	31.99	10,000.00
4310-00-000	0.00	5,250.00	5,250.00	100.00	45,977.95	52,500.00	6,522.05	12.42	63,000.00
4320-00-000	0.00	2,000.00	2,000.00	100.00	13,688.94	20,000.00	6,311.06	31.56	24,000.00
4390-00-000	0.00	8,083.33	8,083.33	100.00	65,334.69	80,833.30	15,498.61	19.17	97,000.00
MAINTENANCE AND OPERATIONAL EXPENSES									
4400-00-000	5,753.88	5,216.82	-537.06	-10.30	56,249.39	52,169.20	-4,080.19	-7.82	62,603.00
4400-99-000	1,000.30	1,565.08	564.78	36.09	10,508.13	15,650.80	5,142.67	32.86	18,781.00
4410-00-000	6,254.18	6,782.00	527.82	7.78	66,757.52	67,820.00	1,062.48	1.57	81,384.00
Materials									
4420-01-000	0.00	41.67	41.67	100.00	86.87	416.70	329.83	79.15	500.00
4420-02-000	0.00	41.67	41.67	100.00	289.63	416.70	127.07	30.49	500.00
4420-03-000	0.00	333.33	333.33	100.00	3,970.37	3,333.30	-637.07	-19.11	4,000.00
4420-04-000	0.00	83.33	83.33	100.00	628.31	833.30	204.99	24.60	1,000.00
4420-05-000	48.18	125.00	76.82	61.46	1,518.88	1,250.00	-268.88	-21.51	1,500.00
4420-06-000	0.00	41.67	41.67	100.00	498.56	416.70	-81.86	-19.64	500.00
4420-07-000	0.00	666.67	666.67	100.00	6,738.86	6,666.70	-72.16	-1.08	8,000.00
4420-08-000	0.00	41.67	41.67	100.00	1,209.09	416.70	-792.39	-190.16	500.00
4420-09-000	96.01	41.67	-54.34	-130.41	1,554.85	416.70	-1,138.15	-273.13	500.00
4420-10-000	0.00	83.33	83.33	100.00	89.99	833.30	743.31	89.20	1,000.00
4429-00-000	144.19	1,500.01	1,355.82	90.39	16,585.41	15,000.10	-1,585.31	-10.57	18,000.00
Contract Costs									
4430-00-000	185.90	166.67	-19.23	-11.54	2,201.28	1,666.70	-534.58	-32.07	2,000.00
4430-03-000	0.00	166.67	166.67	100.00	0.00	1,666.70	1,666.70	100.00	2,000.00
4430-04-000	0.00	666.67	666.67	100.00	20,162.82	6,666.70	-13,496.12	-202.44	8,000.00
4430-05-000	0.00	125.00	125.00	100.00	1,985.82	1,250.00	-735.82	-58.87	1,500.00
4430-06-000	2,930.61	250.00	-2,680.61	-1,032.24	8,675.49	2,500.00	-6,175.49	-247.02	3,000.00
4430-07-000	0.00	83.33	83.33	100.00	4,785.86	833.30	-3,952.56	-474.33	1,000.00
4430-08-000	0.00	166.67	166.67	100.00	537.50	1,666.70	1,129.20	67.75	2,000.00
4430-09-000	0.00	291.67	291.67	100.00	873.10	2,916.70	2,043.60	70.07	3,500.00
4430-10-000	0.00	250.00	250.00	100.00	2,556.37	2,500.00	-56.37	-2.25	3,000.00
4430-11-000	0.00	333.33	333.33	100.00	4,500.00	3,333.30	-1,166.70	-35.00	4,000.00
4430-12-000	0.00	416.67	416.67	100.00	7,125.00	4,166.70	-2,958.30	-71.00	5,000.00
4430-13-000	0.00	125.00	125.00	100.00	0.00	1,250.00	1,250.00	100.00	1,500.00
4430-14-000	0.00	125.00	125.00	100.00	0.00	1,250.00	1,250.00	100.00	1,500.00

LINEWEAVER ANNEX APARTMENTS
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-15-000	0.00	250.00	250.00	100.00	203.75	2,500.00	2,296.25	91.85	3,000.00
4430-17-000	0.00	625.00	625.00	100.00	7,099.96	6,250.00	-809.96	-12.96	7,500.00
4430-18-000	15.00	41.67	26.67	64.00	295.00	416.70	121.70	29.21	500.00
4430-19-000	80.00	41.67	-38.33	-91.98	1,230.00	416.70	-813.30	-195.18	500.00
4430-23-000	0.00	0.00	0.00	N/A	36,528.00	0.00	-36,528.00	N/A	0.00
4430-99-000	191.50	166.67	-24.83	-14.90	191.50	1,666.70	1,475.20	88.51	2,000.00
4439-00-000	3,303.01	4,166.69	863.68	20.73	98,911.45	41,666.90	-57,244.55	-137.39	50,000.00
4499-00-000	9,701.38	12,448.70	2,747.32	22.07	182,254.38	124,487.00	-57,767.38	-46.40	149,384.00
4500-00-000									
4510-00-000	144.58	116.67	-27.91	-23.92	1,778.11	1,166.70	-611.41	-52.41	1,400.00
4510-10-000	249.32	416.67	167.35	40.16	2,500.11	4,166.70	1,666.59	40.00	5,000.00
4510-20-000	143.62	158.33	14.71	9.29	1,596.59	1,583.30	-13.29	-0.84	1,900.00
4510-30-000	212.16	141.67	-70.49	-49.76	1,859.74	1,416.70	-443.04	-31.27	1,700.00
4570-00-000	0.00	416.67	416.67	100.00	0.00	4,166.70	4,166.70	100.00	5,000.00
4599-00-000	749.68	1,250.01	500.33	40.03	7,734.55	12,500.10	4,765.55	38.12	15,000.00
4800-00-000									
4851-00-000	3,065.41	0.00	-3,065.41	N/A	20,131.67	0.00	-20,131.67	N/A	0.00
4899-00-000	3,065.41	0.00	-3,065.41	N/A	20,131.67	0.00	-20,131.67	N/A	0.00
8000-00-000	19,622.70	32,548.36	12,925.66	39.71	346,952.03	325,483.60	-21,468.43	-6.60	390,580.00
9000-00-000	22,054.93	7,891.63	14,163.30	179.47	1,027.97	78,916.30	-77,888.33	-98.70	94,700.00

COMMUNITY GRANTS
Budget Comparison

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3400-00-000 GRANT INCOME									
3410-50-100 VA Homelessness Solutions Program	10,719.24	4,949.25	5,769.99	116.58	101,558.57	49,492.50	52,066.07	105.20	59,391.00
3410-51-100 CHERP-CDBG-NCS Grant	599.95	26,523.75	-25,923.80	-97.74	290,304.39	265,237.50	25,066.89	9.45	318,285.00
3410-52-100 CHERP-ESO Grant	0.00	3,939.92	-3,939.92	-100.00	33,307.25	39,399.20	-6,091.95	-15.46	47,279.00
3410-60-200 Homelessness Assistance Grant (HMIS/SNAP)	0.00	7,006.00	-7,006.00	-100.00	73,352.76	70,060.00	3,292.76	4.70	84,072.00
3410-61-200 COC Planning Grant	0.00	1,763.42	-1,763.42	-100.00	27,976.68	17,634.20	10,342.48	58.65	21,161.00
3499-00-000 TOTAL GRANT INCOME	11,319.19	44,182.34	-32,863.15	-74.38	526,499.65	441,823.40	84,676.25	19.17	530,188.00
3999-00-000 TOTAL INCOME	11,319.19	44,182.34	-32,863.15	-74.38	526,499.65	441,823.40	84,676.25	19.17	530,188.00
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE EXPENSES									
4100-99-000 Administrative Salaries									
4110-50-100 Salary-VA Homelessness Solutions Program(VHSP)	2,355.56	3,532.58	1,177.02	33.32	37,630.17	35,325.80	-2,304.37	-6.52	42,391.00
4110-50-101 Adm Benefits-VA Homelessness Solutions Program	996.27	1,250.00	253.73	20.30	13,661.41	12,500.00	-1,161.41	-9.29	15,000.00
4110-53-100 Salary-CHERP HMIS	1,920.00	0.00	-1,920.00	N/A	3,840.00	0.00	-3,840.00	N/A	0.00
4110-60-200 Salary-Homelessness Assistance Grant(HMIS)	0.00	6,250.00	-6,250.00	100.00	38,646.32	62,500.00	-23,853.68	38.17	75,000.00
4110-60-201 Adm Benefits-Homelessness Assistance Grant(HMIS)	0.00	333.33	-333.33	100.00	9,446.10	3,333.30	-6,112.80	-183.39	4,000.00
4110-61-200 Salary-COC Planning Grant	3,743.66	1,263.42	-2,480.24	-196.31	11,885.06	12,634.20	-749.14	-5.93	15,161.00
4110-61-201 Adm Benefits-COC Planning	284.91	500.00	215.09	43.02	1,683.25	5,000.00	-3,316.75	-66.33	6,000.00
4110-99-000 Total Administrative Salaries	9,300.40	13,129.33	3,828.93	29.16	116,792.31	131,293.30	-14,500.99	-11.04	157,552.00
4182-00-000 Consultants	0.00	0.00	0.00	N/A	6,000.00	0.00	-6,000.00	N/A	0.00
4189-00-000 Total Other Admin Expenses	0.00	0.00	0.00	N/A	6,000.00	0.00	-6,000.00	N/A	0.00
4190-00-000 Miscellaneous Admin Expenses									
4190-50-100 VA Homelessness Solutions Program(VHSP)	0.00	166.67	-166.67	100.00	5,904.98	1,666.70	-4,238.28	-254.29	2,000.00
4190-51-100 CHERP-CDBG-NCS Grant	0.00	26,523.75	-26,523.75	100.00	293,733.12	285,237.50	-8,495.62	-10.74	318,285.00
4190-52-100 CHERP-ESO Grant	0.00	3,939.92	-3,939.92	100.00	47,279.00	39,399.20	-7,879.80	-20.00	47,279.00
4190-60-200 Homelessness Assistance Grant (HMIS/SNAP)	1,539.90	422.67	-1,117.23	-264.33	23,259.24	4,226.70	-19,032.54	-450.29	5,072.00
4191-00-000 Total Miscellaneous Admin Expenses	1,539.90	31,053.01	-29,513.11	95.04	370,176.34	310,530.10	-59,646.24	-19.21	372,636.00
4199-00-000 TOTAL ADMINISTRATIVE EXPENSES	10,840.30	44,182.34	-33,342.04	75.46	492,968.65	441,823.40	-51,145.25	-11.58	530,188.00
4200-00-000 TENANT SERVICES									
4210-20-300 Tenant Services-Salaries	661.87	0.00	-661.87	N/A	0.00	0.00	0.00	N/A	0.00
4299-00-000 TOTAL TENANT SERVICES EXPENSES	661.87	0.00	-661.87	N/A	0.00	0.00	0.00	N/A	0.00
8000-00-000 TOTAL EXPENSES	11,502.17	44,182.34	-32,680.17	73.97	492,968.65	441,823.40	-51,145.25	-11.58	530,188.00
9000-00-000 NET INCOME	-182.98	0.00	-182.98	N/A	33,531.00	0.00	33,531.00	N/A	0.00

**HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MSS, and FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position**

January 2022 - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3100-00-000 TENANT INCOME									
3120-00-000 Other Tenant Income									
3121-01-000 Tenant Payment Agreement (TPA) Fraud	-877.25	0.00	-877.25	N/A	21,322.86	0.00	21,322.86	N/A	0.00
3129-00-000 Total Other Tenant Income	-877.25	0.00	-877.25	N/A	21,322.86	0.00	21,322.86	N/A	0.00
3199-00-000 TOTAL TENANT INCOME	-877.25	0.00	-877.25	N/A	21,322.86	0.00	21,322.86	N/A	0.00
3400-00-000 GRANT INCOME									
3410-01-000 Section 8 HAP Earned	483,868.00	491,437.83	-7,569.83	-1.54	4,979,978.00	4,914,378.30	65,599.70	1.33	5,897,254.00
3410-02-000 Section 8 Admin. Fee Income	53,851.00	47,387.00	6,464.00	13.64	556,117.00	473,870.00	82,247.00	17.36	568,644.00
3410-03-000 Section 8 FSS Grant Income	4,316.51	2,925.25	1,391.26	47.56	41,279.47	29,252.50	12,026.97	41.11	35,103.00
3499-00-000 TOTAL GRANT INCOME	542,035.51	541,750.08	285.43	0.05	5,577,374.47	5,417,500.80	159,873.67	2.95	6,501,001.00
3600-00-000 OTHER INCOME									
3640-00-000 Fraud Recovery-HAP	2,228.91	583.33	1,645.58	282.10	4,567.41	5,833.30	-1,265.89	-21.70	7,000.00
3640-01-000 Fraud Recovery-ADM	2,228.90	583.33	1,645.57	282.10	4,567.40	5,833.30	-1,265.90	-21.70	7,000.00
3650-00-000 Miscellaneous Other Income	0.00	166.67	-166.67	-100.00	112.72	1,666.70	-1,553.98	-93.24	2,000.00
3699-00-000 TOTAL OTHER INCOME	4,457.81	1,333.33	3,124.48	234.34	9,247.53	13,333.30	-4,085.77	-30.64	16,000.00
3999-00-000 TOTAL INCOME	545,616.07	543,083.41	2,532.66	0.47	5,607,944.86	5,430,834.10	177,110.76	3.26	6,517,001.00
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE EXPENSES									
4100-99-000 Administrative Salaries									
4110-00-000 Administrative Salaries	23,669.37	28,928.92	5,259.55	18.18	234,209.49	289,289.20	55,079.71	19.04	347,147.00
4110-04-000 Employee Benefit Contribution-Admin	6,056.34	9,556.25	3,499.91	36.62	66,209.54	95,562.50	29,352.96	30.72	114,675.00
4110-20-400 Administrative Salaries-FSS	3,461.54	2,925.25	-536.29	-18.33	35,538.32	29,252.50	-6,285.82	-21.49	35,103.00
4110-21-400 Employee Benefits Contribution-FSS	968.86	0.00	-968.86	N/A	10,171.55	0.00	-10,171.55	N/A	0.00
4110-99-000 Total Administrative Salaries	34,156.11	41,410.42	7,254.31	17.52	346,128.90	414,104.20	67,975.30	16.42	496,925.00
4130-00-000 Legal Expense									
4130-02-000 Criminal Background Checks	268.15	175.00	93.15	53.23	2,084.80	1,750.00	-334.80	-19.13	2,100.00
4130-04-000 General Legal Expense	0.00	33.33	33.33	100.00	324.30	333.30	9.00	2.70	400.00
4131-00-000 Total Legal Expense	268.15	208.33	59.82	28.71	2,409.10	2,083.30	-325.80	-15.64	2,500.00
4140-00-000 Staff Training	0.00	416.67	-416.67	-100.00	9,561.28	4,166.70	-5,394.58	-129.47	5,000.00
4150-00-000 Travel	0.00	416.67	-416.67	-100.00	2,114.51	4,166.70	2,052.19	49.25	5,000.00
4171-00-000 Auditing Fees	0.00	753.33	-753.33	-100.00	0.00	7,533.30	7,533.30	100.00	9,040.00
4172-00-000 Port Out Admin Fee Paid	92.78	166.67	-73.89	-44.33	1,107.18	1,666.70	559.52	33.57	2,000.00
4189-00-000 Total Other Admin Expenses	92.78	1,336.67	-1,243.89	-93.06	3,221.69	13,366.70	10,145.01	75.90	16,040.00
4190-00-000 Miscellaneous Admin Expenses									
4190-01-000 Membership and Fees	0.00	125.00	-125.00	-100.00	924.07	1,250.00	325.93	26.07	1,500.00
4190-02-000 Publications	0.00	125.00	-125.00	-100.00	0.00	1,250.00	1,250.00	100.00	1,500.00
4190-03-000 Advertising	0.00	500.00	-500.00	-100.00	4,392.42	5,000.00	607.58	12.15	6,000.00

**HOUSING CHOICE VOUCHER PROGRAM (Incl. MTW, MSS, and FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position**

January 2022 - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-04-000	0.00	208.33	208.33	100.00	1,986.15	2,083.30	97.15	4.66	2,500.00
4190-05-000	68.82	208.33	139.51	66.92	1,456.29	2,083.30	627.01	30.10	2,500.00
4190-06-000	2,817.00	583.33	-2,233.67	-382.92	12,212.11	5,833.30	-6,378.81	-109.35	7,000.00
4190-07-000	192.72	583.33	390.61	66.96	3,705.07	5,833.30	2,128.23	36.48	7,000.00
4190-08-000	0.00	333.33	333.33	100.00	1,500.15	3,333.30	1,833.15	55.00	4,000.00
4190-09-000	632.00	0.00	-632.00	N/A	1,441.00	0.00	-1,441.00	N/A	0.00
4190-10-000	59.29	333.33	274.04	82.21	1,064.07	3,333.30	2,269.23	68.08	4,000.00
4190-12-000	46.16	583.33	537.17	92.09	17,155.61	5,833.30	-11,322.31	-194.10	7,000.00
4190-13-000	291.76	833.33	541.57	64.99	5,540.59	8,333.30	2,792.71	33.51	10,000.00
4190-17-000	0.00	1,250.00	1,250.00	100.00	5,000.00	12,500.00	7,500.00	60.00	15,000.00
4190-18-000	0.00	333.33	333.33	100.00	2,373.10	3,333.30	960.20	28.81	4,000.00
4190-22-000	125.43	250.00	124.57	49.83	-5,735.98	2,500.00	8,235.98	329.44	3,000.00
4191-00-000	4,233.18	6,249.97	2,016.79	32.27	53,014.65	62,499.70	9,485.05	15.18	75,000.00
4199-00-000	38,750.22	49,622.06	10,871.84	21.91	414,335.62	496,220.60	81,884.98	16.50	595,465.00
4300-00-000									
4320-00-000	0.00	333.33	333.33	100.00	2,520.35	3,333.30	812.95	24.39	4,000.00
4330-00-000	43.32	166.67	123.35	74.01	1,578.47	1,666.70	88.23	5.29	2,000.00
4399-00-000	43.32	500.00	456.68	91.34	4,098.82	5,000.00	901.18	18.02	6,000.00
4500-00-000									
4510-00-000	148.44	150.00	1.56	1.04	1,452.33	1,500.00	47.67	3.18	1,800.00
4510-10-000	24.76	25.00	0.24	0.96	166.47	250.00	83.53	33.41	300.00
4510-20-000	5.18	16.67	11.49	68.93	54.52	166.70	112.18	67.29	200.00
4510-30-000	517.02	519.17	2.15	0.41	6,446.87	5,191.70	-1,255.17	-24.18	6,230.00
4599-00-000	695.40	710.84	15.44	2.17	8,120.19	7,108.40	-1,011.79	-14.23	8,530.00
4700-00-000									
4715-00-000	470,149.00	492,187.83	22,038.83	4.48	4,627,746.00	4,921,878.30	294,132.30	5.98	5,906,254.00
4715-01-000	7,838.00	0.00	-7,838.00	N/A	127,821.00	0.00	-127,821.00	N/A	0.00
4715-02-000	4,617.00	0.00	-4,617.00	N/A	41,186.00	0.00	-41,186.00	N/A	0.00
4715-06-000	3,291.98	0.00	-3,291.98	N/A	36,280.98	0.00	-36,280.98	N/A	0.00
4799-00-000	485,895.98	492,187.83	6,291.85	1.28	4,833,033.98	4,921,878.30	88,844.32	1.81	5,906,254.00
5000-00-000									
5231-00-000	0.00	0.00	0.00	N/A	-1,550.00	0.00	1,550.00	N/A	0.00
5999-00-000	0.00	0.00	0.00	N/A	-1,550.00	0.00	1,550.00	N/A	0.00
8000-00-000	525,384.92	543,020.73	17,635.81	3.25	5,258,038.61	5,430,207.30	172,168.69	3.17	6,516,249.00
9000-00-000	20,231.15	62.68	20,168.47	32,176.88	349,906.25	626.80	349,279.45	55,724.23	752.00

**JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position**

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999 Revenue & Expenses									
3000-00-000 INCOME									
3100-00-000 TENANT INCOME									
3101-00-000 Rental Income									
3111-00-000 Tenant Rent	15,773.00	15,354.00	419.00	2.73	159,953.60	153,540.00	6,413.60	4.18	184,248.00
3112-00-000 50059 HAP Subsidy	20,860.00	23,031.00	-2,171.00	-9.43	185,503.00	230,310.00	-44,807.00	-19.46	276,372.00
3119-00-000 Total Rental Income	36,633.00	38,385.00	-1,752.00	-4.56	345,456.60	383,850.00	-38,393.40	-10.00	460,620.00
3120-00-000 Other Tenant Income									
3120-01-000 Laundry and Vending	535.63	316.67	218.96	69.14	3,113.88	3,166.70	-52.82	-1.67	3,800.00
3120-03-000 Damages	2,722.00	250.00	2,472.00	988.80	4,368.00	2,500.00	1,868.00	74.72	3,000.00
3120-04-000 Late Charges	0.00	83.33	-83.33	-100.00	216.00	833.30	-617.30	-74.08	1,000.00
3120-05-000 Legal Fees - Tenant	0.00	41.67	-41.67	-100.00	537.00	416.70	120.30	28.87	500.00
3120-08-000 Workorders/Maint. Charges	8,929.28	541.67	8,387.61	1,548.47	9,321.28	5,416.70	3,904.58	72.08	6,500.00
3120-09-000 Misc. Tenant Income	0.00	83.33	-83.33	-100.00	59.00	833.30	-774.30	-92.92	1,000.00
3129-00-000 Total Other Tenant Income	12,186.91	1,316.67	10,870.24	825.59	17,615.16	13,166.70	4,448.46	33.79	15,800.00
3199-00-000 TOTAL TENANT INCOME	48,819.91	39,701.67	9,118.24	22.97	363,071.76	397,016.70	-33,944.94	-8.55	476,420.00
3400-00-000 GRANT INCOME									
3410-20-300 Service Coordinator Grant (SC)	38,663.89	5,592.08	33,071.81	591.40	41,623.13	55,920.80	-14,297.67	-25.57	67,105.00
3499-00-000 TOTAL GRANT INCOME	38,663.89	5,592.08	33,071.81	591.40	41,623.13	55,920.80	-14,297.67	-25.57	67,105.00
3999-00-000 TOTAL INCOME	87,483.80	45,293.75	42,190.05	93.15	404,694.89	452,937.50	-48,242.61	-10.65	543,525.00
4000-00-000 EXPENSES									
4100-00-000 ADMINISTRATIVE EXPENSES									
4100-99-000 Administrative Salaries									
4110-00-000 Administrative Salaries	2,831.31	4,246.25	1,414.94	33.32	30,846.71	42,462.50	11,615.79	27.36	50,955.00
4110-04-000 Employee Benefit Contribution-Admin	784.92	1,483.33	698.41	47.08	11,853.31	14,833.30	2,979.99	20.09	17,800.00
4110-99-000 Total Administrative Salaries	3,616.23	5,729.58	2,113.35	36.88	42,700.02	57,295.80	14,595.78	25.47	68,755.00
4130-00-000 Legal Expense									
4130-01-000 Unlawful Detainers	0.00	0.00	0.00	N/A	754.00	0.00	-754.00	N/A	0.00
4130-02-000 Criminal Background Checks	0.00	0.00	0.00	N/A	96.95	0.00	-96.95	N/A	0.00
4130-04-000 General Legal Expense	0.00	0.00	0.00	N/A	3,773.35	0.00	-3,773.35	N/A	0.00
4131-00-000 Total Legal Expense	0.00	0.00	0.00	N/A	4,624.30	0.00	-4,624.30	N/A	0.00
4171-00-000 Auditing Fees	0.00	100.00	100.00	100.00	0.00	1,000.00	1,000.00	100.00	1,200.00
4189-00-000 Total Other Admin Expenses	0.00	100.00	100.00	100.00	0.00	1,000.00	1,000.00	100.00	1,200.00
4190-00-000 Miscellaneous Admin Expenses									
4190-01-000 Membership and Fees	0.00	20.83	20.83	100.00	198.01	208.30	10.29	4.94	250.00
4190-03-000 Advertising	0.00	20.83	20.83	100.00	9.48	208.30	198.82	95.45	250.00
4190-04-000 Office Supplies	0.00	12.50	12.50	100.00	109.29	125.00	15.71	12.57	150.00
4190-07-000 Telephone & Internet	68.84	166.67	97.83	58.70	2,457.64	1,666.70	-790.94	-47.46	2,000.00
4190-08-000 Postage	0.00	33.33	33.33	100.00	344.35	333.30	-11.05	-3.32	400.00
4190-10-000 Copiers	34.67	58.33	23.66	40.56	440.67	583.30	142.63	24.45	700.00

Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-12-000	9.88	208.33	198.45	95.26	3,401.26	2,083.30	-1,317.96	-63.26	2,500.00
4190-13-000	62.52	91.67	29.15	31.80	1,050.82	916.70	-134.12	-14.63	1,100.00
4190-18-000	0.00	3.33	3.33	100.00	29.98	33.30	3.32	9.97	40.00
4190-22-000	-0.23	9.17	9.40	102.51	109.54	91.70	-17.84	-19.45	110.00
4191-00-000	175.68	624.99	449.31	71.89	8,151.04	6,249.90	-1,901.14	-30.42	7,500.00
4199-00-000	3,791.91	6,454.57	2,662.66	41.25	55,475.36	64,545.70	9,070.34	14.05	77,455.00
TENANT SERVICES									
4200-00-000									
4210-20-300	3,659.26	4,056.50	397.24	9.79	34,163.11	40,565.00	6,401.89	15.78	48,678.00
4211-20-300	1,008.29	833.33	-174.96	-21.00	8,212.19	8,333.30	121.11	1.45	10,000.00
4220-01-000	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
4240-20-300	114.99	380.58	265.59	69.79	2,481.40	3,805.80	1,324.40	34.80	4,567.00
4241-20-300	0.00	223.33	223.33	100.00	1,299.00	2,233.30	934.30	41.84	2,680.00
4242-20-300	0.00	41.67	41.67	100.00	249.97	416.70	166.73	40.01	500.00
4243-20-300	0.00	56.67	56.67	100.00	0.00	566.70	566.70	100.00	680.00
4299-00-000	4,782.54	5,675.41	892.87	15.73	46,405.67	56,754.10	10,348.43	18.23	66,105.00
UTILITY EXPENSES									
4300-00-000									
4310-00-000	0.00	666.67	666.67	100.00	5,711.23	6,666.70	955.47	14.33	8,000.00
4320-00-000	0.00	5,416.67	5,416.67	100.00	53,597.37	54,166.70	569.33	1.05	65,000.00
4390-00-000	0.00	2,083.33	2,083.33	100.00	14,108.72	20,833.30	6,724.58	32.28	25,000.00
4399-00-000	0.00	8,166.67	8,166.67	100.00	73,417.32	81,666.70	8,249.38	10.10	98,000.00
MAINTENANCE AND OPERATIONAL EXPENSES									
4400-00-000									
4400-99-000									
4410-00-000	3,552.36	3,395.00	-157.36	-4.64	33,859.12	33,950.00	90.88	0.27	40,740.00
4410-05-000	714.88	835.00	120.12	14.39	6,029.00	8,350.00	2,321.00	27.80	10,020.00
4419-00-000	4,267.24	4,230.00	-37.24	-0.88	39,888.12	42,300.00	2,411.88	5.70	50,760.00
4420-00-000									
4420-01-000	0.00	41.67	41.67	100.00	44.95	416.70	371.75	89.21	500.00
4420-02-000	0.00	41.67	41.67	100.00	233.84	416.70	182.86	43.88	500.00
4420-03-000	0.00	166.67	166.67	100.00	3,851.47	1,666.70	-2,184.77	-131.08	2,000.00
4420-04-000	0.00	83.33	83.33	100.00	590.09	833.30	243.21	29.19	1,000.00
4420-05-000	44.73	83.33	38.60	46.32	1,470.92	833.30	-637.62	-76.52	1,000.00
4420-06-000	0.00	166.67	166.67	100.00	538.65	1,666.70	1,128.05	67.68	2,000.00
4420-07-000	234.00	250.00	16.00	6.40	6,103.92	2,500.00	-3,603.92	-144.16	3,000.00
4420-08-000	0.00	41.67	41.67	100.00	2,500.67	416.70	-2,083.97	-500.11	500.00
4420-09-000	96.01	41.67	-54.34	-130.41	1,148.28	416.70	-731.58	-175.57	500.00
4420-10-000	0.00	83.33	83.33	100.00	89.99	833.30	743.31	89.20	1,000.00
4429-00-000	374.74	1,000.01	625.27	62.53	16,572.78	10,000.10	-6,572.68	-65.73	12,000.00
Contract Costs									
4430-00-000									
4430-01-000	0.00	41.67	41.67	100.00	462.30	416.70	-45.60	-10.94	500.00
4430-03-000	185.90	250.00	64.10	25.64	2,180.76	2,500.00	319.24	12.77	3,000.00
4430-04-000	0.00	166.67	166.67	100.00	1,750.00	1,666.70	-83.30	-5.00	2,000.00
4430-05-000	4,268.90	416.67	-3,852.23	-924.53	19,400.98	4,166.70	-15,234.28	-365.62	5,000.00
4430-06-000	0.00	166.67	166.67	100.00	1,985.82	1,666.70	-319.12	-19.15	2,000.00
4430-07-000	2,830.62	375.00	-2,455.62	-654.83	18,368.58	3,750.00	-14,618.58	-389.83	4,500.00

Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-08-000	0.00	0.00	0.00	N/A	1,298.77	0.00	-1,298.77	N/A	0.00
4430-09-000	0.00	83.33	83.33	100.00	537.50	833.30	295.80	35.50	1,000.00
4430-10-000	0.00	208.33	208.33	100.00	791.03	2,083.30	1,292.27	62.03	2,500.00
4430-11-000	0.00	208.33	208.33	100.00	1,055.58	2,083.30	1,027.72	49.33	2,500.00
4430-13-000	0.00	291.67	291.67	100.00	6,825.00	2,916.70	-3,908.30	-134.00	3,500.00
4430-15-000	0.00	83.33	83.33	100.00	203.75	833.30	629.55	75.55	1,000.00
4430-17-000	0.00	833.33	833.33	100.00	7,980.52	8,333.30	352.78	4.23	10,000.00
4430-18-000	15.00	41.67	26.67	64.00	265.00	416.70	151.70	36.41	500.00
4430-19-000	80.00	83.33	3.33	4.00	1,230.00	833.30	-396.70	-47.61	1,000.00
4430-99-000	191.50	166.67	-24.83	-14.90	-3,084.72	1,666.70	4,751.42	285.08	2,000.00
4439-00-000	7,571.92	3,416.67	-4,155.25	-121.62	61,250.87	34,166.70	-27,084.17	-79.27	41,000.00
4499-00-000	12,213.90	8,646.68	-3,567.22	-41.26	117,711.77	86,466.80	-31,244.97	-36.14	103,760.00
4500-00-000									
GENERAL EXPENSES									
4510-00-000	235.73	125.00	-110.73	-88.58	2,099.06	1,250.00	-849.06	-67.92	1,500.00
Insurance-Other									
4510-10-000	307.73	333.33	25.60	7.68	3,346.44	3,333.30	-13.14	-0.39	4,000.00
Property Insurance									
4510-20-000	175.53	125.00	-50.53	-40.42	1,874.68	1,250.00	-624.68	-49.97	1,500.00
Liability Insurance									
4510-30-000	67.68	125.00	57.32	45.86	1,110.34	1,250.00	139.66	11.17	1,500.00
Workmen's Compensation									
4599-00-000	786.67	708.33	-78.34	-11.06	8,430.52	7,083.30	-1,347.22	-19.02	8,500.00
TOTAL GENERAL EXPENSES									
4800-00-000									
FINANCING EXPENSE									
4851-00-000	2,527.67	3,047.92	520.25	17.07	26,898.64	30,479.20	3,580.56	11.75	36,575.00
Interest Expense-Loan 1									
4899-00-000	2,527.67	3,047.92	520.25	17.07	26,898.64	30,479.20	3,580.56	11.75	36,575.00
TOTAL FINANCING EXPENSES									
8000-00-000	24,102.69	32,699.58	8,596.89	26.29	328,339.28	326,995.80	-1,343.48	-0.41	392,395.00
TOTAL EXPENSES									
9000-00-000	63,381.11	12,594.17	50,786.94	403.26	76,355.61	125,941.70	-49,586.09	-39.37	151,130.00
NET INCOME									

FRANKLIN HEIGHTS LLC (incl. CDBG Grants)
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January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999									
Revenue & Expenses									
3000-00-000									
INCOME									
3100-00-000									
TENANT INCOME									
3101-00-000									
Rental Income									
3111-00-000	36,723.17	40,000.00	-3,276.83	-8.19	367,618.92	400,000.00	-32,381.08	-8.10	480,000.00
Tenant Rent									
3112-06-000	104,571.00	94,253.92	10,317.08	10.95	946,645.00	942,539.20	4,105.80	0.44	1,131,047.00
PBV HAP Subsidy									
3119-00-000	141,294.17	134,253.92	7,040.25	5.24	1,314,263.92	1,342,539.20	-28,275.28	-2.11	1,611,047.00
Total Rental Income									
3120-00-000									
Other Tenant Income									
3120-03-000	962.00	0.00	962.00	N/A	2,101.00	0.00	2,101.00	N/A	0.00
Damages									
3120-04-000	0.00	158.33	-158.33	-100.00	0.00	1,583.30	-1,583.30	-100.00	1,900.00
Late Charges									
3120-05-000	203.00	0.00	203.00	N/A	587.00	0.00	587.00	N/A	0.00
Legal Fees - Tenant									
3120-06-000	0.00	8.33	-8.33	-100.00	25.00	83.30	-58.30	-69.99	100.00
NSF Charges									
3120-07-000	666.33	833.33	-167.00	-20.04	20,083.61	8,333.30	11,750.31	141.00	10,000.00
Tenant Owed Utilities									
3120-08-000	-1,746.00	833.33	-2,579.33	-309.52	22,357.74	8,333.30	14,024.44	168.29	10,000.00
Workorders/Waiver Charges									
3120-09-000	2,294.00	0.00	2,294.00	N/A	2,294.00	0.00	2,294.00	N/A	0.00
Misc Tenant Income									
3129-00-000	2,379.33	1,833.32	546.01	29.78	47,448.35	18,333.20	29,115.15	158.81	22,000.00
Total Other Tenant Income									
3199-00-000	143,673.50	136,087.24	7,586.26	5.57	1,361,712.27	1,360,872.40	839.87	0.06	1,633,047.00
TOTAL TENANT INCOME									
3400-00-000									
GRANT INCOME									
3401-00-000	70,000.00	0.00	70,000.00	N/A	70,000.00	0.00	70,000.00	N/A	0.00
HUD PHA Operating Grants/Subsidy									
3415-00-000	0.00	13,750.00	-13,750.00	-100.00	70,000.00	137,500.00	-67,500.00	-49.09	165,000.00
Other Government Grants									
3499-00-000	70,000.00	13,750.00	56,250.00	409.09	140,000.00	137,500.00	2,500.00	1.82	165,000.00
TOTAL GRANT INCOME									
3600-00-000									
OTHER INCOME									
3610-00-000	42.10	41.67	0.43	1.03	406.64	416.70	-10.06	-2.41	500.00
Investment Income - Unrestricted									
3699-00-000	42.10	41.67	0.43	1.03	406.64	416.70	-10.06	-2.41	500.00
TOTAL OTHER INCOME									
3999-00-000	213,715.60	149,878.91	63,836.69	42.59	1,502,118.91	1,498,789.10	3,329.81	0.22	1,798,547.00
TOTAL INCOME									
4000-00-000									
EXPENSES									
4100-00-000									
ADMINISTRATIVE EXPENSES									
4100-99-000									
Administrative Salaries									
4110-00-000	18,015.97	22,237.58	-4,221.61	-18.98	178,911.62	222,375.80	-43,464.18	-19.55	266,851.00
Administrative Salaries									
4110-04-000	5,803.08	6,671.25	-868.17	-13.01	56,249.95	66,712.50	-10,462.55	-15.68	80,055.00
Employee Benefit Contribution-Admin									
4110-99-000	23,819.05	28,908.83	-5,089.78	-17.61	235,161.57	289,088.30	-53,926.73	-18.65	346,906.00
Total Administrative Salaries									
4130-00-000									
Legal Expense									
4130-01-000	203.00	0.00	-203.00	N/A	587.00	0.00	-587.00	N/A	0.00
Unlawful Detainers									
4130-04-000	0.00	83.33	-83.33	100.00	-486.45	833.30	346.85	41.62	1,000.00
General Legal Expense									
4131-00-000	203.00	83.33	-119.67	-143.61	1,073.45	833.30	-240.15	-28.82	1,000.00
Total Legal Expense									
4140-00-000	399.00	83.33	-315.67	-378.82	2,035.88	833.30	-1,202.58	-144.32	1,000.00
Staff Training									
4150-00-000	1,143.50	125.00	-1,018.50	-814.80	2,666.90	1,250.00	-1,416.90	-113.35	1,500.00
Travel									
4171-00-000	0.00	183.33	-183.33	100.00	0.00	1,833.30	1,833.30	100.00	2,200.00
Auditing Fees									
4189-00-000	1,143.50	308.33	-835.17	-270.87	2,666.90	3,083.30	-416.40	-13.50	3,700.00
Total Other Admin Expenses									

FRANKLIN HEIGHTS LLC (incl. CDBG Grants)
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January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4190-00-000									
Miscellaneous Admin Expenses									
4190-01-000	0.00	291.67	291.67	100.00	936.82	2,916.70	1,979.88	67.88	3,500.00
Membership and Fees									
4190-02-000	0.00	83.33	83.33	100.00	71.66	833.30	761.64	91.40	1,000.00
Publications									
4190-03-000	0.00	208.33	208.33	100.00	834.16	2,083.30	1,249.14	59.96	2,500.00
Advertising									
4190-04-000	0.00	916.67	916.67	100.00	1,113.15	9,166.70	8,053.55	87.86	11,000.00
Office Supplies									
4190-06-000	0.00	416.67	416.67	100.00	4,774.00	4,166.70	-607.30	-14.58	5,000.00
Compliance									
4190-07-000	34.20	833.33	799.13	95.90	1,268.20	8,333.30	7,065.10	84.78	10,000.00
Telephone & Internet									
4190-08-000	2,000.00	500.00	-1,500.00	-300.00	3,354.53	5,000.00	1,645.47	32.91	6,000.00
Postage									
4190-09-000	0.00	666.67	666.67	100.00	0.00	6,666.70	6,666.70	100.00	8,000.00
Rent and Utility Adjustments									
4190-10-000	57.54	416.67	359.13	86.19	1,033.85	4,166.70	3,132.85	75.19	5,000.00
Copiers									
4190-12-000	44.52	833.33	788.81	94.66	16,890.73	8,333.30	-8,557.43	-102.69	10,000.00
Software									
4190-13-000	281.34	500.00	218.66	43.73	2,457.13	5,000.00	2,542.87	50.86	6,000.00
IT/Website Maintenance									
4190-18-000	1,099.00	166.67	-932.33	-559.39	2,328.54	1,666.70	-661.84	-39.71	2,000.00
Small Office Equipment									
4190-22-000	15.69	2,083.33	2,067.64	99.25	204.96	20,833.30	20,628.34	99.02	25,000.00
Other Misc Admin Expenses									
4191-00-000	3,532.29	7,916.67	4,384.38	55.38	35,267.73	79,166.70	43,898.97	55.45	95,000.00
Total Miscellaneous Admin Expenses									
4199-00-000	29,096.84	37,300.49	8,203.65	21.99	276,205.53	373,004.90	96,799.37	25.95	447,606.00
TOTAL ADMINISTRATIVE EXPENSES									
4200-00-000									
TENANT SERVICES									
4220-01-000	0.00	83.33	83.33	100.00	757.55	833.30	75.75	9.09	1,000.00
Other Tenant Svcs.									
4299-00-000	0.00	83.33	83.33	100.00	757.55	833.30	75.75	9.09	1,000.00
TOTAL TENANT SERVICES EXPENSES									
4300-00-000									
UTILITY EXPENSES									
4310-00-000	0.00	833.33	833.33	100.00	15,803.60	8,333.30	-7,470.30	-89.64	10,000.00
Water									
4320-00-000	0.00	1,666.67	1,666.67	100.00	6,795.89	16,666.70	9,870.81	59.22	20,000.00
Electricity									
4330-00-000	20.62	333.33	312.71	93.81	156.30	3,333.30	3,177.00	95.31	4,000.00
Gas									
4390-00-000	0.00	1,250.00	1,250.00	100.00	16,400.96	12,500.00	-3,900.96	-31.21	15,000.00
Sewer & Trash									
4399-00-000	20.62	4,083.33	4,062.71	99.50	39,156.75	40,833.30	1,676.55	4.11	49,000.00
TOTAL UTILITY EXPENSES									
4400-00-000									
MAINTENANCE AND OPERATIONAL EXPENSES									
4400-99-000									
General Maint Expense									
4410-00-000	7,632.48	13,125.42	5,492.94	41.85	84,092.54	131,254.20	47,161.66	35.93	157,505.00
Maintenance Salaries									
4410-05-000	1,921.63	3,937.67	2,016.04	51.20	19,913.69	39,376.70	19,463.01	49.43	47,252.00
Employee Benefit Contribution-Maint.									
4419-00-000	9,554.11	17,063.09	7,508.98	44.01	104,006.23	170,630.90	66,624.67	39.05	204,757.00
Total General Maint Expense									
4420-00-000									
Materials									
4420-01-000	0.00	125.00	125.00	100.00	903.55	1,250.00	346.45	27.72	1,500.00
Supplies-Grounds									
4420-02-000	0.00	166.67	166.67	100.00	2,012.54	1,666.70	-345.84	-20.75	2,000.00
Supplies-Appliance									
4420-03-000	410.20	1,000.00	589.80	58.98	10,570.52	10,000.00	-570.52	-5.71	12,000.00
Supplies-Unit Turnover									
4420-04-000	0.00	416.67	416.67	100.00	4,309.17	4,166.70	-142.47	-3.42	5,000.00
Supplies-Electrical									
4420-05-000	165.17	250.00	84.83	33.93	3,617.42	2,500.00	-1,117.42	-44.70	3,000.00
Supplies-Fuel & Parts									
4420-06-000	0.00	166.67	166.67	100.00	1,679.68	1,666.70	-12.98	-0.78	2,000.00
Supplies-Janitorial/Cleaning									
4420-07-000	77.91	625.00	547.09	87.53	8,165.15	6,250.00	-1,915.15	-30.64	7,500.00
Supplies-Maint/Repairs									
4420-08-000	106.38	333.33	226.95	68.09	4,074.34	3,333.30	-741.04	-22.23	4,000.00
Supplies-Plumbing									
4420-09-000	119.52	166.67	47.15	28.29	1,474.06	1,666.70	192.64	11.56	2,000.00
Tools and Equipment									
4420-10-000	0.00	83.33	83.33	100.00	479.13	833.30	354.17	42.50	1,000.00
Maintenance Paper/Supplies									
4429-00-000	879.18	3,333.34	2,454.16	73.62	37,285.56	33,333.40	-3,952.16	-11.86	40,000.00
Total Materials									
4430-00-000									
Contract Costs									

FRANKLIN HEIGHTS LLC (incl. CDBG Grants)
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	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
4430-02-000	0.00	83.33	83.33	100.00	0.00	833.30	833.30	100.00	1,000.00
4430-03-000	116.80	416.67	299.87	71.97	2,842.63	4,166.70	1,324.07	31.78	5,000.00
4430-04-000	0.00	250.00	250.00	100.00	1,260.00	2,500.00	1,240.00	49.60	3,000.00
4430-05-000	0.00	1,333.33	1,333.33	100.00	22,395.39	13,333.30	-9,062.09	-67.97	16,000.00
4430-06-000	285.00	416.67	131.67	31.60	610.00	4,166.70	3,556.70	85.36	5,000.00
4430-07-000	61.24	416.67	355.43	85.30	1,700.16	4,166.70	2,466.54	59.20	5,000.00
4430-08-000	0.00	83.33	83.33	100.00	15,074.97	833.30	-14,241.67	-1,709.07	1,000.00
4430-09-000	0.00	166.67	166.67	100.00	9,800.00	1,666.70	-8,133.30	-487.99	2,000.00
4430-10-000	0.00	166.67	166.67	100.00	969.39	1,666.70	697.31	41.84	2,000.00
4430-11-000	0.00	250.00	250.00	100.00	2,101.03	2,500.00	398.97	15.96	3,000.00
4430-12-000	0.00	833.33	833.33	100.00	14,395.00	8,333.30	-6,061.70	-72.74	10,000.00
4430-13-000	0.00	416.67	416.67	100.00	30,684.35	4,166.70	-26,517.65	-636.42	5,000.00
4430-14-000	0.00	125.00	125.00	100.00	1,201.99	1,250.00	48.01	3.84	1,500.00
4430-15-000	0.00	7,500.00	7,500.00	100.00	0.00	75,000.00	75,000.00	100.00	90,000.00
4430-18-000	0.00	41.67	41.67	100.00	239.40	416.70	177.30	42.55	500.00
4499-00-000	463.04	12,500.01	12,036.97	96.30	103,274.31	125,000.10	21,725.79	17.38	150,000.00
TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	10,896.33	32,896.44	22,000.11	66.88	244,566.10	328,964.40	84,398.30	25.66	394,757.00
4500-00-000									
GENERAL EXPENSES									
4510-00-000	133.09	333.33	200.24	60.07	1,391.44	3,333.30	1,941.86	58.26	4,000.00
4510-10-000	1,246.45	1,000.00	-246.45	-24.64	11,161.65	10,000.00	-1,161.65	-11.62	12,000.00
4510-20-000	465.85	500.00	34.15	6.83	4,984.09	5,000.00	15.91	0.32	6,000.00
4510-30-000	432.72	666.67	233.95	35.09	6,160.44	6,666.70	506.26	7.59	8,000.00
4521-00-000	0.00	2,166.67	2,166.67	100.00	13,138.02	21,666.70	8,528.68	39.36	26,000.00
4570-00-000	0.00	1,250.00	1,250.00	100.00	0.00	12,500.00	12,500.00	100.00	15,000.00
4599-00-000	2,278.11	5,916.67	3,638.56	61.50	36,835.64	59,166.70	22,331.06	37.74	71,000.00
4800-00-000									
FINANCING EXPENSE									
4851-00-000	0.00	5,970.83	5,970.83	100.00	72,090.83	59,708.30	-12,382.53	-20.74	71,650.00
4852-00-000	0.00	11,666.67	11,666.67	100.00	140,000.00	116,666.70	-23,333.30	-20.00	140,000.00
4899-00-000	0.00	17,637.50	17,637.50	100.00	212,090.83	176,375.00	-35,715.83	-20.25	211,650.00
TOTAL FINANCING EXPENSES									
8000-00-000	42,291.90	97,917.76	55,625.86	56.81	809,612.40	979,177.60	169,565.20	17.32	1,175,013.00
9000-00-000	171,423.70	51,961.15	119,462.55	229.91	692,506.51	519,611.50	172,895.01	33.27	623,534.00
NET INCOME									

COMMERCE VILLAGE LLC
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - October 2022

	PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
2999-99-999									
Revenue & Expenses									
3000-00-000									
INCOME									
3100-00-000									
TENANT INCOME									
3101-00-000									
Rental Income									
3111-00-000	8,827.00	9,021.38	-194.38	-2.15	87,608.00	90,213.80	-2,605.80	-2.89	108,256.50
Tenant Rent									
3112-06-000	9,402.00	9,021.38	380.62	4.22	93,023.00	90,213.80	2,809.20	3.11	108,256.50
PBV HAP Subsidy									
3119-00-000	18,229.00	18,042.76	186.24	1.03	180,631.00	180,427.60	203.40	0.11	216,513.00
Total Rental Income									
3120-00-000									
Other Tenant Income									
3120-01-000	259.01	166.67	92.34	55.40	1,472.18	1,666.70	-194.52	-11.67	2,000.00
Laundry and Vending									
3120-03-000	0.00	208.33	-208.33	-100.00	485.00	2,083.30	-1,598.30	-76.72	2,500.00
Damages									
3120-04-000	0.00	0.00	0.00	N/A	14.00	0.00	14.00	N/A	0.00
Late Charges									
3120-08-000	-10.00	41.67	-51.67	-124.00	30.00	416.70	-386.70	-92.80	500.00
Workorders/Maint Charges									
3120-09-000	10.00	0.00	10.00	10.00	10.00	0.00	10.00	N/A	0.00
Misc. Tenant Income									
3129-00-000	259.01	416.67	-157.66	-37.84	2,011.18	4,166.70	-2,155.52	-51.73	5,000.00
Total Other Tenant Income									
3199-00-000	18,488.01	18,459.43	28.58	0.15	182,642.18	184,594.30	-1,952.12	-1.06	221,513.00
TOTAL TENANT INCOME									
3600-00-000									
OTHER INCOME									
3611-00-000	121.51	4.17	117.34	2,813.91	403.36	41.70	361.66	867.29	50.00
Investment Income - Restricted									
3699-00-000	121.51	4.17	117.34	2,813.91	403.36	41.70	361.66	867.29	50.00
TOTAL OTHER INCOME									
3999-00-000	18,609.52	18,463.60	145.92	0.79	183,045.54	184,636.00	-1,590.46	-0.86	221,563.00
TOTAL INCOME									
4000-00-000									
EXPENSES									
4100-00-000									
ADMINISTRATIVE EXPENSES									
4100-99-000									
Administrative Salaries									
4110-00-000	1,793.32	2,288.33	-495.01	-21.63	17,297.16	22,883.30	-5,586.14	-24.41	27,460.00
Administrative Salaries									
4110-04-000	599.31	591.67	7.64	-1.29	5,686.49	5,916.70	-230.21	-3.89	7,100.00
Employee Benefit Contribution-Admin									
4110-99-000	2,392.63	2,880.00	-487.37	-16.92	22,983.65	28,800.00	-5,816.35	-20.20	34,560.00
Total Administrative Salaries									
4140-00-000	0.00	41.67	-41.67	-100.00	500.00	416.70	-83.30	-19.99	500.00
Staff Training									
4150-00-000	0.00	41.67	-41.67	-100.00	0.00	416.70	416.70	100.00	500.00
Travel									
4173-00-000	958.85	833.33	125.52	-15.06	8,542.56	8,333.30	-209.26	-2.51	10,000.00
Management Fee									
4189-00-000	958.85	875.00	83.85	-9.58	8,542.56	8,750.00	-207.44	2.37	10,500.00
Total Other Admin Expenses									
4190-00-000									
Miscellaneous Admin Expenses									
4190-01-000	0.00	6.25	-6.25	-100.00	53.25	62.50	9.25	14.80	75.00
Membership and Fees									
4190-02-000	0.00	4.17	-4.17	-100.00	0.00	41.70	41.70	100.00	50.00
Publications									
4190-03-000	0.00	4.17	-4.17	-100.00	4.74	41.70	36.96	88.63	50.00
Advertising									
4190-04-000	0.00	25.00	-25.00	-100.00	48.54	250.00	201.46	80.58	300.00
Office Supplies									
4190-07-000	0.00	266.67	-266.67	-100.00	2,658.71	2,666.70	7.99	0.30	3,200.00
Telephone & Internet									
4190-08-000	0.00	25.00	-25.00	-100.00	214.87	250.00	35.13	14.05	300.00
Postage									
4190-10-000	72.81	83.33	-10.52	-12.62	976.12	833.30	-142.82	-17.14	1,000.00
Copiers									
4190-12-000	4.94	100.00	-95.06	-95.06	1,638.61	1,000.00	-638.61	-63.86	1,200.00
Software									
4190-13-000	31.26	110.42	-79.16	-71.69	1,328.61	1,104.20	-224.41	-20.32	1,325.00
IT/Website Maintenance									
4190-21-000	0.00	566.67	-566.67	-100.00	6,763.98	5,666.70	-1,097.28	-19.36	6,800.00
HCC Fees									

COMMERCE VILLAGE LLC
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4190-22-000	-1,259.17	58.33	1,317.50	2,258.70	1,003.34	583.30	-420.04	-72.01	700.00
Other Misc Admin Expenses									
4191-00-000	-1,150.16	1,250.01	2,400.17	192.01	14,690.77	12,500.10	-2,190.67	-17.53	15,000.00
Total Miscellaneous Admin Expenses									
4199-00-000	2,201.32	5,046.68	2,845.36	56.38	46,716.98	50,466.80	3,749.82	7.43	60,560.00
TOTAL ADMINISTRATIVE EXPENSES									
4200-00-000									
TENANT SERVICES									
4210-00-000	1,299.66	1,520.83	221.17	14.54	15,233.70	15,208.30	-25.40	-0.17	18,250.00
Tenant Services Salaries									
4210-01-000	99.43	0.00	-99.43	N/A	1,165.39	0.00	-1,165.39	N/A	0.00
Employee Benefit Contributions-Tenant Svcs.									
4220-01-000	0.00	125.00	125.00	100.00	500.00	1,250.00	750.00	60.00	1,500.00
Other Tenant Svcs.									
4299-00-000	1,399.09	1,645.83	246.74	14.99	16,899.09	16,458.30	-440.79	-2.68	19,750.00
TOTAL TENANT SERVICES EXPENSES									
4300-00-000									
UTILITY EXPENSES									
4310-00-000	0.00	358.33	358.33	100.00	2,927.43	3,583.30	655.87	18.30	4,300.00
Water									
4320-00-000	0.00	1,666.67	1,666.67	100.00	12,832.40	16,666.70	3,834.30	23.01	20,000.00
Electricity									
4330-00-000	172.67	175.00	2.33	1.33	1,574.12	1,750.00	175.88	10.05	2,100.00
Gas									
4390-00-000	0.00	970.83	970.83	100.00	6,826.80	9,708.30	2,881.50	29.68	11,650.00
Sewer & Trash									
4399-00-000	172.67	3,170.83	2,998.16	94.55	24,160.75	31,708.30	7,547.55	23.80	38,050.00
TOTAL UTILITY EXPENSES									
4400-00-000									
MAINTENANCE AND OPERATIONAL EXPENSES									
4400-99-000									
General Maint Expense									
4410-00-000	580.44	1,287.50	707.06	54.92	10,058.17	12,875.00	2,816.83	21.88	15,450.00
Maintenance Salaries									
4410-05-000	123.15	291.67	168.52	57.78	1,330.17	2,916.70	1,586.53	54.39	3,500.00
Employee Benefit Contribution-Maint.									
4419-00-000	703.59	1,579.17	875.58	55.45	11,388.34	15,791.70	4,403.36	27.88	18,950.00
Total General Maint Expense									
4420-00-000									
Materials									
4420-01-000	0.00	33.33	33.33	100.00	650.42	333.30	-317.12	-95.15	400.00
Supplies-Grounds									
4420-02-000	0.00	20.83	20.83	100.00	258.69	208.30	-50.39	-24.19	250.00
Supplies-Appliance									
4420-03-000	0.00	41.67	41.67	100.00	1,319.03	416.70	-902.33	-216.54	500.00
Supplies-Unit Turnover									
4420-04-000	0.00	41.67	41.67	100.00	2,250.75	416.70	-1,834.05	-440.14	500.00
Supplies-Electrical									
4420-05-000	172.21	12.50	-4.71	-37.68	193.38	125.00	-68.38	-54.70	150.00
Supplies-Fuel & Parts									
4420-06-000	0.00	8.33	8.33	100.00	93.86	83.30	-10.56	-12.68	100.00
Supplies-Janitorial/Cleaning									
4420-07-000	0.00	25.00	25.00	100.00	519.03	250.00	-269.03	-107.61	300.00
Supplies-Maint/Repairs									
4420-08-000	0.00	16.67	16.67	100.00	257.20	166.70	-90.50	-54.29	200.00
Supplies-Plumbing									
4420-09-000	24.90	4.17	-20.73	-497.12	36.50	41.70	5.20	12.47	50.00
Tools and Equipment									
4420-10-000	0.00	4.17	4.17	100.00	78.86	41.70	-37.16	-89.11	50.00
Maintenance Paper/Supplies									
4429-00-000	42.11	208.34	166.23	79.79	5,657.72	2,083.40	-3,574.32	-171.86	2,500.00
Total Materials									
4430-00-000									
Contract Costs									
4430-01-000	0.00	41.67	41.67	100.00	0.00	416.70	416.70	100.00	500.00
Contract-Routine Maintenance									
4430-03-000	221.00	200.00	-21.00	-10.50	2,135.25	2,000.00	-135.25	-6.76	2,400.00
Contract-Trash Collection									
4430-04-000	0.00	183.33	183.33	100.00	2,025.00	1,833.30	-191.70	-10.46	2,200.00
Contract-Snow Removal									
4430-05-000	0.00	66.67	66.67	100.00	1,186.91	666.70	-520.21	-78.03	800.00
Contract-Unit Turnover									
4430-06-000	575.00	0.00	-575.00	N/A	575.00	0.00	-575.00	N/A	0.00
Contract-Electrical									
4430-07-000	61.24	333.33	272.09	81.63	551.16	3,333.30	2,782.14	83.46	4,000.00
Contract-Pest Control									
4430-10-000	0.00	100.00	100.00	100.00	935.33	1,000.00	64.67	6.47	1,200.00
Contract-Janitorial/Cleaning									
4430-11-000	0.00	83.33	83.33	100.00	598.74	833.30	234.56	28.15	1,000.00
Contract-Plumbing									
4430-12-000	0.00	208.33	208.33	100.00	2,525.00	2,083.30	-441.70	-21.20	2,500.00
Contract-Inspections									
4430-13-000	50.00	200.00	150.00	75.00	3,845.00	2,000.00	-1,845.00	-92.25	2,400.00
Contract-HVAC									
4430-15-000	0.00	8.33	8.33	100.00	75.00	83.30	8.30	9.96	100.00
Contract-Video Surveillance									

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4430-17-000	0.00	25.00	25.00	100.00	0.00	250.00	250.00	100.00	300.00
Contract-Elevator Maintenance									
4430-18-000	0.00	50.00	50.00	100.00	528.00	500.00	-28.00	-5.60	600.00
Contract-Alarm Monitoring									
4430-19-000	0.00	0.00	0.00	N/A	1,425.00	0.00	-1,425.00	N/A	0.00
Contract-Sprinkler Monitoring									
4439-00-000	907.24	1,499.99	592.75	39.52	16,405.39	14,999.90	-1,405.49	-9.37	18,000.00
Total Contract Costs									
4499-00-000	1,652.94	3,287.50	1,634.56	49.72	33,451.45	32,875.00	-576.45	-1.75	39,450.00
TOTAL MAINTENANCE AND OPERATIONAL EXPENSES									
GENERAL EXPENSES									
4500-00-000									
4510-00-000	15.80	25.00	9.20	36.80	184.70	250.00	65.30	26.12	300.00
Insurance-Other									
4510-10-000	726.50	83.33	-643.17	-771.83	1,917.38	833.30	-1,084.08	-130.09	1,000.00
Property Insurance									
4510-20-000	204.90	125.00	-79.90	-63.92	998.88	1,250.00	251.12	20.09	1,500.00
Liability Insurance									
4510-30-000	53.20	58.33	5.13	8.79	626.04	583.30	-42.74	-7.33	700.00
Workmen's Compensation									
4521-00-000	1.01	2.00	0.99	49.50	10.10	20.00	9.90	49.50	24.00
Misc. Taxes/Licenses/Insurance									
4570-00-000	0.00	41.67	41.67	100.00	0.00	416.70	416.70	100.00	500.00
Bad Debt-Tenant Rents									
4590-00-000	0.00	750.00	750.00	100.00	0.00	7,500.00	7,500.00	100.00	9,000.00
Other General Expense									
4599-00-000	1,001.41	1,085.33	83.92	7.73	3,737.10	10,853.30	7,116.20	65.57	13,024.00
TOTAL GENERAL EXPENSES									
FINANCING EXPENSE									
4800-00-000									
4851-00-000	1,365.00	1,365.00	0.00	0.00	13,650.00	13,650.00	0.00	0.00	16,380.00
Interest Expense-Loan 1									
4899-00-000	1,365.00	1,365.00	0.00	0.00	13,650.00	13,650.00	0.00	0.00	16,380.00
TOTAL FINANCING EXPENSES									
8000-00-000	7,792.43	15,601.17	7,808.74	50.05	138,615.37	156,011.70	17,396.33	11.15	187,214.00
TOTAL EXPENSES									
9000-00-000	10,817.09	2,862.43	7,954.66	277.90	44,430.17	28,624.30	15,805.87	55.22	34,349.00
NET INCOME									

RESOLUTION
APPROVING THE ISSUANCE OF A TAX-EXEMPT MULTIFAMILY NOTE
FOR THE ACQUISITION AND
CONSTRUCTION OF BROOKLAND PARK APARTMENTS
LOCATED IN THE CITY OF RICHMOND, VIRGINIA

WHEREAS, there have been described to the Harrisonburg Redevelopment and Housing Authority (the “Authority”) the plans to acquire and construct a 66-unit multifamily housing apartment project and related or ancillary facilities known as Brookland Park Apartments (the “Project”), located at 1218, 1224, 1226 and 1228 E. Brookland Park Boulevard, Richmond, Virginia 23222, in the City of Richmond, Virginia (the “City of Richmond”) by Nehemiah Ventures, LLC, a Virginia limited liability company (the “Borrower”); and

WHEREAS, the Project shall be established and maintained as a “qualified residential rental project” within the meaning of Section 142(d) of the Internal Revenue Code of 1986, as amended (the “Code”); and

WHEREAS, the Authority is empowered, pursuant to the Virginia Housing Authorities Law, Chapter 1, Title 36 of the Code of Virginia of 1950, as amended (the “Act”), to issue its bonds or notes for the purpose, among others, of financing the acquisition, construction and equipping of multifamily housing apartment projects such as the Project, located within the territorial boundaries of the City of Richmond; and

WHEREAS, pursuant to Section 36-23 of the Act, the Authority may exercise its powers within the territorial boundaries of another jurisdiction not included in its area of operation provided that the governing body of such jurisdiction adopts a resolution (the “Section 36-23 Resolution”) declaring that there is a need for the Authority to exercise its powers within such jurisdiction; and

WHEREAS, on June 15, 2022 a properly noticed public hearing with respect to the Authority’s issuance of the Bonds was held by the Authority as required by the Act and the Code, after which the Authority adopted an Inducement Resolution (the “Inducement Resolution”) approving, among other things, the Borrower’s application for the financing of the Project and by which the Authority gave its conditional approval of the issuance of its tax-exempt multifamily housing revenue bonds (as further described herein, the “Bonds”); and

WHEREAS, on June 15, 2022, the Richmond Redevelopment and Housing Authority (the “RRHA”), adopted a resolution in which it declared that there is a need for the Authority to exercise its powers within the City of Richmond, as contemplated by Section 36-23 of the Act; and

WHEREAS, on June 28, 2022 the City Council of the City of Harrisonburg (the “City”) adopted a resolution by which it approved the issuance of the Bonds by the Authority as requested in the Inducement Resolution and as required by Section 147(f) of the Code and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the “Virginia Code”); and

WHEREAS, on July 5, 2022, a properly noticed public hearing with respect to the 36-23 Resolution and a concurrent properly noticed public hearing with respect to the Authority's issuance of the Bonds was held by the Richmond City Council, after which the Richmond City Council adopted a resolution that included a Section 36-23 Resolution and also approved the issuance of the Bonds by the Authority as required by Section 147(f) of the Code and Section 15.2-4906 of the Virginia Code; and

WHEREAS, the Project will be of the character and will accomplish the purposes of the Act; and

WHEREAS, all other requirements or conditions to the Authority's approval of the Project and the issuance of the Bonds have been or will be satisfied prior to the issuance of the Bonds, and the Authority has agreed to the issuance of the Bonds on behalf of the Borrower; and

WHEREAS, there have been described to counsel to the Authority or presented to this meeting the forms of the following documents and instruments, some of which the Authority proposes to execute to carry out the transactions described above, copies of which instruments shall be filed among the records of the Authority (collectively, all such instruments and documents shall be referred to as the "Documents") (capitalized terms used and not otherwise defined herein shall have the meanings given such terms in the hereinafter defined Funding Loan Agreement):

- (a) The form of the Funding Loan Agreement dated as of December 1, 2022 (the "Funding Loan Agreement") by and between the Authority, Truist Community Capital (the "Funding Lender") and U.S. Bank Trust Company, National Association, as fiscal agent (the "Fiscal Agent");
- (b) The form of the Authority's Multifamily Note (the "Multifamily Note") to be issued under the Funding Loan Agreement;
- (c) The form of the Project Loan Agreement dated as of December 1, 2022 (the "Project Loan Agreement") by and between the Authority, the Fiscal Agent and the Borrower;
- (d) The form of the Project Note issued by the Borrower to the Authority thereunder, as assigned by the Authority to the Fiscal Agent;
- (e) The form of the Regulatory and Land Use Restriction Agreement dated as of December 1, 2022 (the "Regulatory Agreement") by and between the Authority and the Borrower;
- (f) The form of the Security Instrument, and the form of Assignment related thereto; and
- (g) Such other documents, instruments, closing certificates, financing statements and agreements as may be required in connection with the issuance of the Bond.

NOW, THEREFORE, BE IT RESOLVED BY THE HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY:

1. Each of the Chairman, Vice Chairman, and Executive Director of the Authority, any of whom may act, is hereby authorized and directed to execute the Bonds, in the form of the Multifamily Note, in a principal amount not to exceed \$11,000,000, which shall bear interest and be issued as a single term bond on the terms established by the Funding Lender, provided that the interest rate borne by the Bonds shall not exceed 9.00% upon issuance of the Bonds, and the final maturity of the Bonds shall be on the Maturity Date (as defined in the Funding Loan Agreement), which shall not be later than July 1, 2045. The Secretary of the Authority is further authorized and directed to affix the seal of the Authority on the Bonds, as necessary or appropriate, and directed to deliver the Bonds to the Fiscal Agent or otherwise to the order of the Funding Lender for the agreed upon purchase price therefor.

2. Each of the Documents described above in paragraphs (a) through (g) of this Resolution shall either be in substantially the form submitted to this meeting or in form acceptable to counsel to the Authority. Each such Document, whether presented to the Authority prior to the date of this resolution or not, is hereby approved, with such completions, omissions, insertions and changes, including but not limited to changing the dates thereof as may be approved by the Chairman, Vice Chairman or Executive Director of the Authority, any of whom may act, their execution to constitute conclusive evidence of their approval of any such completions, omissions, insertions and changes.

3. Each of the Chairman, Vice Chairman and Executive Director of the Authority, any of whom may act, is hereby authorized and directed to execute, deliver and file, as necessary, all Documents, and to take all such further action as they may consider necessary or desirable in connection with the issuance and sale of the Bonds and the undertaking of the Project, all of which shall be in forms approved by the Chairman, Vice Chairman or Executive Director of the Authority, any of whom may act, in consultation with the Authority's counsel and bond counsel.

4. Any authorization herein to execute a Document shall include authorizations to date each Document as necessary in light of the date of issuance of the Bonds, and to record such Document where appropriate and to deliver it to the other parties thereto.

5. All other acts of the officers, commissioners, employees and agents of the Authority that are in conformity with the purposes and intent of this resolution and in furtherance of the issuance and sale of the Bonds and the undertaking of the Project are hereby ratified, approved and confirmed.

6. All costs and expenses in connection with the Project, including the fees and expenses of the Authority related to the issuance and sale of the Bonds, and also including without limitation the fees and expenses of bond counsel and the Authority's counsel, shall be paid from the proceeds of the Bonds or from moneys provided by the Borrower. If for any

reason the Bonds are not issued, it is understood that the Authority shall have no responsibility for any fees, costs or expenses related to the Bonds or the Project.

7. The Borrower will agree in the Project Loan Agreement to indemnify and save harmless the Authority, its officers, directors, commissioners, employees and agents from and against all liabilities, obligations, claims, damages, penalties, losses, costs and expenses in any way connected with the issuance and sale of the Bonds or otherwise related to the Project.

8. The Bonds shall be a limited obligation of the Authority and shall be payable solely out of revenues, receipts and payments specifically pledged therefor. Neither the officers, directors, commissioners, employees or agents of the Authority, past, present and future, nor any person executing the Bonds, shall be liable personally on the Bonds by reason of the issuance thereof. The Bonds shall not be deemed to constitute a general obligation debt or a pledge of the faith and credit of the Commonwealth of Virginia or any political subdivision thereof, including the Authority, the City and the City of Richmond, and neither the Commonwealth of Virginia nor any such political subdivision thereof shall be personally liable thereon, nor in any event shall the Bonds be payable out of any funds or properties other than the special funds and sources provided therefor. Neither the faith and credit nor the taxing power of the Commonwealth of Virginia, or any political subdivision thereof, including the Authority, the City and the City of Richmond, shall be pledged to the payment of the principal of the Bonds or the interest thereon or other costs incidental thereto. The Bonds shall not constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction.

9. The Bonds shall contain on the face thereof a statement to the effect that the Bonds shall not constitute a debt of the City, the City of Richmond, the Commonwealth or any political subdivision thereof (other than the Authority), and neither the City, the City of Richmond, nor the Commonwealth, or any political subdivision thereof (other than the Authority) shall be liable on the Bonds, nor in any event shall the Bonds be payable out of any funds or properties other than those of the Authority pledged therefore, and that neither the faith and credit nor the taxing power of the Commonwealth or any political subdivision thereof is pledged to the payment of the principal of such Bonds or the interest thereon or other costs incident thereto.

10. This resolution shall take effect immediately upon its adoption.

Adopted: November 29, 2022

CERTIFICATE OF VOTES

Record of the roll-call vote by the Harrisonburg Redevelopment and Housing Authority, upon reading on a resolution titled “**RESOLUTION APPROVING THE ISSUANCE OF A TAX-EXEMPT MULTIFAMILY NOTE FOR THE ACQUISITION AND CONSTRUCTION OF BROOKLAND PARK APARTMENTS LOCATED IN THE CITY OF RICHMOND, VIRGINIA,**” taken at a meeting of the Authority held on November 29, 2022:

	AYE	NAY	ABSTAIN	ABSENT
Dany Fleming, Chair				
Vacant Position				
Christine Fasching Maphis				
Kevin Coffman				
Luciano Benjamin				
Gil Colman				
Shonda Green				

Dated: November 29, 2022

(SEAL)

 Chairman, Harrisonburg Redevelopment and
 Housing Authority

ATTEST: _____
 Secretary

The undersigned Secretary of the Harrisonburg Redevelopment and Housing Authority hereby certifies that the foregoing is a true, correct, and complete copy of a Resolution adopted by the Authority’s commissioners present and voting at a meeting duly called and held on November 29, 2022, in accordance with law, and that such Resolution has not been repealed, revoked, rescinded, or amended, but is in full force and effect as of the date hereof.

WITNESS my hand and the seal of the Authority this 29th day of November, 2022.

**HARRISONBURG REDEVELOPMENT AND
 HOUSING AUTHORITY**

By: _____
 Secretary

**Delinquent Rents and Charges for Write-Off in 2022
Resolution # _____**

Franklin Heights, LLC

Culberson, Mia	XXX-XX-XXXX	\$	1,091.16
Dow, Michelle	XXX-XX-XXXX	\$	2,294.96
Estela, Maria	XXX-XX-XXXX	\$	3,012.00
Good, Kailyn	XXX-XX-XXXX	\$	1,868.79
Jasim, Mohammad	XXX-XX-XXXX	\$	4,222.45
Lanteigne, Jonni	XXX-XX-XXXX	\$	1,689.28
Laramy, Matthew	XXX-XX-XXXX	\$	607.60
Quick Madden, Heigi	XXX-XX-XXXX	\$	42.00
Reyes, Migdalia	XXX-XX-XXXX	\$	42.00
Wright, Karri	XXX-XX-XXXX	\$	74.00
Sub-total		\$	14,944.24

JR "Polly" Lineweaver Apartments

No budget line item for write-offs		\$	-
Sub-total		\$	-

Lineweaver Annex Apartments

Bates, Richard	XXX-XX-XXXX	\$	1,688.68
Bowman, John	XXX-XX-XXXX	\$	133.96
Davis, Jonathan	XXX-XX-XXXX	\$	67.00
Carver, Jeffrey	XXX-XX-XXXX	\$	274.00
Freed, Donna	XXX-XX-XXXX	\$	270.00
McQueen, Yael	XXX-XX-XXXX	\$	247.70
Rozzell, Sabrina	XXX-XX-XXXX	\$	408.90
Switzer, Terri	XXX-XX-XXXX	\$	755.88
Thompson, Jerome	XXX-XX-XXXX	\$	269.00
Worthy, Annette	XXX-XX-XXXX	\$	677.05
Sub-total		\$	4,792.17

Commerce Village, LLC

Information unavailable for Board Meeting		\$	-
Sub-total		\$	-
Total		\$	<u>19,736.41</u>

Attachment A-2022

Request a motion to **stop the Collection Process**, on the following person(s) from Franklin Heights, LLC, Lineweaver Apartments, JR "Polly" Lineweaver Apartments, Commerce Village, LLC and Local Community Development for the reasons stated:

Bankruptcies:

Johnson, Christine	XXX-XX-XXX	Franklin Heights	\$2,289.58
Pacheco, Marisol	XXX-XX-XXX	Franklin Heights	\$ 925.08

Deceased:

Andrades, Jose	XXX-XX-XXXX	JR Polly Lineweaver Apts.	\$ 734.50
McDonaldson, Robert	XXX-XX-XXXX	Lineweaver Annex	\$ 744.63
Turner, Charles	XXX-XX-XXXX	Lineweaver Annex	\$ 350.00

Below \$5 Limit:

Hendricks, Angela	XXX-XX-XXXX	JR Polly Lineweaver Apts.	\$1.79
Keplinger, Michelle	XXX-XX-XXXX	Public Housing/FH	\$6.80

Balance below \$35 after adm fee

Total	\$5,052.38
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2022 INVENTORY WRITE-OFFS

										<i>Attachment B</i>	
Program	Account Number	Inventory #	Description	Location	Make	Model	Serial	Date Acquired	Cost		
HCV	UNDER \$5000-OFC	148	TABLET	HQS INSPECTOR	SAMSUNG	SM-T510	R52N10A8HCM	3/11/2020	\$199.99		
HCV	UNDER \$5000-OFC	106	CHAIR, MANAGER, LEATHER	HCV SPEC-KA	NEC	FM128		5/23/2006	\$55.94		
HCV	UNDER \$5000-OFC	89	PHONE SYSTEM, PORTS,CARDS,VM	MAINT SHOP	NEC			7/22/2005	\$2,796.22		
HCV	UNDER \$5000-OFC	78	PHONE, NEC	PROJ MGR	NEC	DTR-8D-2BK	25203722A	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	81	PHONE, NEC	HQS INSPECTOR	NEC	DTR-8D-2BK	28508270D-G	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	82	PHONE, NEC	GRANT COORD	NEC	DTR-8D-2BK	28602892D-G	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	83	PHONE, NEC	HCV SPEC-KD	NEC	DTR-8D-2BK	H1001D	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	84	PHONE, NEC	HCV MGR	NEC	DTR-8D-2BK	25203722A	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	87	PHONE, NEC	MAINT SHOP	NEC	DTR-8D-2BK	25203699A	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	88	PHONE, NEC	ACCT OFC	NEC	DTR-8D-2BK	25203698A	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	91	PHONE, NEC	PROC SPEC	NEC	DTR-8D-2BK	25203724A	7/22/2005	\$135.00		
HCV	UNDER \$5000-OFC	92	PHONE, NEC	CONF ROOM	NEC	DTR-8D-2BK	25301263A	7/22/2005	\$197.50		
HCV	UNDER \$5000-OFC	77	PHONE, NEC W/ CONSOLE	RECEPT OFC	NEC	DTR16D2BLK	25209738A/15100870E2	7/22/2005	\$432.50		
HCV	400.1475.30.000	20	CAR, 2000 DODGE STRATUS	MAINT SHOP	DODGE	STRATUS	183EJ56H6YN201088	4/10/2000	\$14,520.98		
HCV	400.1475.30.000	48	CAR, 2004 CHEVROLET MALIBU	MAINT SHOP	CHEVROLET	MALIBU	1G1ZS52884F159670	2/23/2004	\$14,299.00		
								TOTAL	\$33,582.13		
JRL	UNDER \$5000-SCG	382	FILE CABINET, 2D, LATERAL	SC OFC				5/3/2004	\$149.99		
JRL	200.1460.00.000	387	SECURITY SYSTEM	JRL BLDG				3/29/2007	\$11,795.15		
JRL	200.1465.10.000	283	RANGE	JRL # 309	GE	RAG20FWH	HF110144H	6/18/2003	\$311.42		
								TOTAL	\$12,256.56		
LCD	500.1475.10.000	378	COMPUTER, DESKTOP	PROC SPEC	NEXLINK/DELL	SD-CORE13	43013685314	5/15/2014	\$ 925.13		
LCD	500.1475.10.000	402	TABLET, 7" W/ CASE	HQS INSPECTOR	SAMSUNG GALAXY	SM-T230NU		8/15/2014	\$ 205.98		
LCD	500.1475.10.000	403	TABLET, 7" W/ CASE	PROJ MGR	SAMSUNG GALAXY	SM-T230NU		8/15/2014	\$ 205.98		
LCD	500.1475.10.000	404	TABLET, 7" W/ CASE	BRAD KNUPP	SAMSUNG GALAXY	SM-T230NU		8/15/2014	\$ 205.98		
LCD	500.1475.10.000	382	COMPUTER, DESKTOP	FH MGR	DELL	OPTI PLEX 310		5/15/2014	\$ 925.13		
LCD	UNDER \$5000-OFC	73	PHONE, NORDSTAR 8 BUTTONS	EX DIR OFC	NORTHERN TELE	DTH-8D2(BK)TEL	25100864A	5/15/1995	\$ 205.00		
								TOTAL	\$ 2,673.20		
LCD/LW	500.1475.10.002	192	SECURITY SYSTEM	1ST FL-LIBRARY				3/29/2007	\$ 11,795.15		
FH	FRK.1465.11.000	862	REFRIGERATOR	401 KELLEY	Frigidaire	FRT17L3FW2	BA83803367	11/17/2008	\$ 465.40		
FH	FRK.1465.11.000	919	REFRIGERATOR	442 MYRTLE	Frigidaire	FRT17HB3JW3	BA94103443	12/10/2009	\$ 448.00		
FH	FRK.1465.11.000	1109	REFRIGERATOR	413 KELLEY	GE	GTE18CTHERWW	LH872165	42991	509.4		
LCD	UNDER \$5000-OFC	409	SCANNER	FH MGR	EPSON	DS-510		4/14/2015	\$ 304.00		
								TOTAL	\$ 1,726.80		
								GRAND TOTAL	\$60,611.04		

HARRISONBURG REDEVELOPMENT & HOUSING AUTHORITY
FORMAL RECORD OF ACTION

Resolution # _____

The following is a formal record of action taken by the governing body of Harrisonburg Redevelopment & Housing Authority (the "Employer").

With respect to the amendment of the Harrisonburg Redevelopment and Housing Authority Pension Plan (the "Plan"), the following resolutions are hereby adopted:

RESOLVED: That the Plan be amended in the form attached hereto, which amendment is hereby adopted and approved;

RESOLVED FURTHER: That the appropriate officers of the Employer be, and they hereby are, authorized and directed to execute said amendment on behalf of the Employer;

RESOLVED FURTHER: That the officers of the Employer be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

Dated this _____ day of _____, 2022.

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY PENSION PLAN SUMMARY OF MATERIAL MODIFICATIONS

The purpose of this Summary of Material Modifications is to inform you of changes that have been made to the Harrisonburg Redevelopment and Housing Authority Pension Plan. These changes affect the information previously provided to you in the Plan's Summary Plan Description. The Summary Plan Description is modified as described below.

DISTRIBUTIONS

Any reference to "age 70-1/2" is replaced with "age 70-1/2 (for Participants born before 07/01/1949) or age 72 (for Participants born after 06/30/1949)".

IN-SERVICE DISTRIBUTIONS

Qualified Birth or Adoption Distributions

Effective 01/01/2023, you may receive an in-service distribution on account of a "qualified birth or adoption distributions" from the vested portion of your account. The following criteria must be satisfied:

- (1) Amount cannot exceed \$5,000 per child.
- (2) Distribution must be made during the 1-year period beginning on the date your child(ren) is born or when the legal adoption of an eligible adoptee is finalized.
- (3) An "eligible adoptee" is any individual (other than child of the Participant's spouse) who has not attained 18 or is physically or mentally incapable of self support.