

CHARLES CITY HOUSING & REDEVELOPMENT AUTHORITY

AGENDA

October 20, 2016, 7:00 a.m.

at

501 Cedar Terrace South, Charles City, IA 50616

- I. Roll Call – Call Meeting to Order
- II. Public Comment
- III. Approve Minutes of September 15, 2016 and October 6, 2016 1-3
- IV. Approval of Bills for October 2016..... 4
- V. Communications..... 5-10
 - 1. Capital Fund Program Update
 - 2. Rehab Application Update
 - 3. Section 8 Funding/Utilization
 - 4. Morningside Playground Update
 - 5. Flood Update
 - 6. Handicap Parking at NCT
 - 7. Report on HUD Listening Session
 - 8. Monthly Rental Status Update
 - 9. End of Participation Report
- VI. Old Business
- VII. New Business
 - 1. Review Operating Reports..... 11-14
- VIII. Executive Director's Report
- IX. Move to Adjourn

Next regular meeting scheduled for Thursday, November 17, 2016 at 7:00 a.m., CCHRA Office

CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
September 15, 2016 7:00 a.m.

Members Present: Carol Tyler, Eric Miller, Stewart Coulson, and Jeremy Heyer. Absent: Jenna Haglund. Others present: Heidi Nielsen, staff

Call to Order. Chairperson Heyer called the meeting to order at 7:00 a.m.

Public Comments. None

Amend-Approve Minutes of August 18, 2016. Miller moved, Tyler seconded the motion to approve the minutes of August 18, 2016 as presented. Ayes: 4, Nays: 0. Motion carried.

Approval of Bills for September 2016. Miller moved, Coulson seconded the motion to approve payment of the revised bill listing totaling \$72,259.58. Ayes: 4, Nays: 0. Motion carried.

Communications. Items under Communications were reviewed including Section 8 utilization/funding and public housing unit vacancies. No action taken.

Old Business.

New Business.

Review Financial Reports. Nielsen reported that we were on track with the budget and that there will be a few budget revisions required for unforeseen circumstances such as the storm damage and insurance deductible. No motion was necessary.

Approve Resolution 11-16 to Update Payment Standards. Nielsen reviewed HUD's requirements for payment standards based on the new Fair Market Rents (FMRs). The changes to HUD's requirement for publishing the new FMRs under the HOTMA Act were also discussed. Nielsen reviewed the current payment standards in relation to the increased FMRs and explained that the with all other factors being considered it was necessary to increase the payment standards for all unit sizes. Even though the payment standards are increasing, the board was informed that the rents charged by the landlords will still be reviewed for rent reasonableness. The rent reasonable surveys were also discussed as were the difficulties encountered with a few of the landlord's reluctance to return the surveys. Nielsen requested that the new updated payment standards be implemented retroactively to October 1st, as required. Coulson made a motion to approve Resolution 11-16 to update payment standards. Tyler seconded the motion. Roll Call: Ayes: Heyer, Miller, Coulson, and Tyler. Nays: None. Motion carried on roll call vote.

Approve Resolution 10-16 to Update Flat Rents. Nielsen informed the board that due to the increase in the FMR's the flat rents would also be adjusted to meet the 80% requirement. The new flat rents were reviewed. Nielsen also pointed out that for the units which pay their own utilities, HUD requires the flat rents to be reduced by the amount of the utility allowance. Miller made a motion to approve Resolution 10-16 to update flat rents. Tyler seconded the motion. Ayes: Tyler, Coulson, Miller, and Heyer. Nays: None. Motion carried on roll call vote.

Approve Resolution 12-16 to Discontinue Charges for Excess Utilities. Nielsen discussed the recent increases in the flat rent and suggested a way to keep some of the tenant's expenses down would be to eliminate the excess utility fees. The CFR relating to the excess fees was cited along with HUD's response to the elimination of the fees. Also discussed with the board were the administrative problems created by the charging the excess fees and allowing the residents to have washers and dryers in the units. Nielsen also reviewed the rental revenues relative to the revenues received from the excess fees and pointed out that the increased rental revenues more than make up for the loss in revenue from the excess fees, and if that were to become an issue the operating subsidy is there to

cover the loss in revenue or the fees could be reinstated. Nielsen stated that it was the housing authority's job to provide affordable housing and if the tenants paying flat rent can rent a larger unit on the open market, there is a potential for loss of tenants. Nielsen requested the elimination of the fees as an incentive for tenant retention. Coulson made a motion to approve Resolution 12-16 to discontinue the charges. Tyler seconded the motion. Ayes: Heyer, Miller, Tyler, and Coulson. Nays: None. Motion carried on roll call vote.

Set Date for Special Meeting. Nielsen reported that due to the timing of the council meetings in October in relation to the board meeting, it would be necessary to hold a special meeting to review the proposals received for fee accounting. Miller stated that he would be out of town during the first week of October, but would review the proposals and submit any comments by email. The special meeting was set for October 5, 2016 at 7:30 a.m. No motion was required.

Executive Director's Report. Nielsen informed the board that it was becoming necessary to contract with a cleaning company to assist in apartment turnover.

Being no further business, Tyler moved, Coulson seconded the motion to adjourn. Ayes: 4. Nays: 0. Motion carried and the meeting adjourned at 7:41 a.m.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
October 6, 2016 7:30 a.m.
SPECIAL MEETING

Members Present: Jeremy Heyer, Carol Tyler, Stewart Coulson. Absent: Eric Miller, and Jenna Haglund. Others present: Heidi Nielsen, staff.

Call to Order. Chairperson Heyer called the meeting to order at 7:35 a.m.

New Business. Review Proposals for Fee Accountant Contract. The proposals were presented to the board. Nielsen summarized the rating system used to rate the proposals and stated that all three firms appear to be more than capable of providing the required service. Nielsen pointed out that main difference between the proposals was the cost and requested that Housing Authority Accounting Specialists be eliminated because they did not specify individual costs for the special services offered as requested. Coulson asked Nielsen which of the remaining two companies would the housing authority like to see awarded the contract. Nielsen replied that the current fee accountant, C. Naber & Associates, has been doing the accounting work for the housing authority for many years and there was a good working relationship established. In addition, Nielsen stated that while a change may be good, C. Nabor is the least expensive and their past performance has been satisfactory. Tyler made a motion to recommend to the City Council that C. Naber & Associates be retained as the fee accountant. Coulson seconded the motion. Ayes: 3, Nays: 0. Motion carried.

Being no further business, Coulson moved, Tyler seconded the motion to adjourn. Ayes: 3. Nays: 0. Motion carried and the meeting adjourned.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

Charles City Housing
 Monthly Bill Listing
 October 2016

Customer	Description	Amount
Bluhms Cedar Valley Electric 2008	electrical maintenance	90.00
Business Card	hotel for staff training/back up service	450.34
C.Naber & Associates	accounting fees	412.08
Cedar Creek Tree Service	treet removal	1,800.00
CenturyLink	phone bill	188.87
Charles City Electronics	camera of office use	129.99
Charles City Housing	security deposits held	250.00
Charles City Press	apartment advertisement	168.00
Cintas	rug service	212.01
City of Charles City	water/sewer/URP/S8 inspect./postage	2,871.69
Don's Repair	mower repairs	23.91
HAPS	Oct.1 HAPS	46,694.30
Heidi Nielsen	meal reimbursement for travel	8.78
Hillegas Flooring, LLC	tile	1,035.00
Hockenson Plumbing	plumbing repair service	366.08
Iowa Department of Transportation	fuel	141.16
Iowa NAHRO	membership dues	150.00
Jendro Sanitation	trash service	611.00
Joe Ferch	meal reimbursement for travel	7.15
Marco, Inc.	copy costs	335.70
Mehmen's Painting	painting service	285.00
Michaels Band Box	rug cleaning @ morningside	625.32
Mid American Energy	electric/gas/URP	6,274.33
Nan McKay	PH master book revision	224.00
Nicole Smith	refund to HAP underpayment	110.00
Noah, Smith & Schuknecht, P.L.C.	legal fees	180.00
Pitney Bowes	meter lease payment	54.09
Roth	security deposit refund	200.00
Schueth Ace Hardware	maintenance items	474.13
Superior Lumber	maintenance items	567.69
Susan Marvin	security deposit refund and interest	255.36
T-J Service	maintenance repairs, replacement refrig.	719.94
Trent Parker	computer support	164.85
US Cellular	cell phones	93.97
Wells Fargo Vendor FIN Serv	copier lease	265.03
YARDI	criminal background checks	94.50
		66,534.27

REQUESTED ACTION: None - for your information only.

1. Capital Fund Update. The handrail project is progressing. As of 10/12/16 the handrails were installed at Morningside, with only the sod and grading to complete there. Work is underway at North Cedar Terrace. There is an additional change order for \$7,846.25 to cover additional sod to repair the additional excavation at Morningside. There is also an additional cost for handrails at South Cedar Terrace that were omitted from the original specs. The total cost with both change orders is \$176,918.75

At this point it looks like we will be sending out a request for proposals to area engineering firms to assist us with the sidewalk repairs. If we are able to have the proposals back and act on them no later than the December Board Meeting, there should still be enough time to go out for competitive bidding by February. At this point, we have approximately \$70,000 remaining in the 2016 Capital Improvement Fund to cover the expenses. The scope of the project and associated costs are unknown at this time. We should have a cost estimate by the time we prepare next year's budget and budget revisions for the current year.

2. Rehab Update. The application intake period has been extended to October 28th. We have received 13 applications and NIACOG felt that if we could get a few more it would strengthen our application. IDEA held an applicant workshop at the end of September and the applications are not due until January 2107, which will give us enough time to finalize the application.

NIACOG has prepared a preliminary budget, and is working on the updated Administrative Plan based on the revised program requirements. We will be setting the Public Hearing at the November 7th City Council Meeting, with the hearing to be held at the November 21st City Council Meeting.

3. Section 8 Funding/Utilization. See attachments
4. Morningside Playground Update. We have received the recommendations from the Safety Engineer from EMC to reduce the risk of injury. They have recommended installation of rubber impact mats and/or a poured rubber surface. These surfaces would also provide a handicap accessible surface. The other recommendation is to install a sign to indicate the size and age of children that the playground was designed and built to accommodate. We have contacted a representative from the company we purchased the equipment from to get an idea of the cost and work involved. It was also suggested that once the school district completes the work for the bus barn that the grading done may divert some of the water from the playground area.
5. Flood Update. We came through the flood with minimal damage to the property at South Cedar Terrace. The only hard cost was the cost of a tube of construction adhesive to re-attach a few of the blocks on the retaining wall by the shelter.

Otherwise it was staff time devoted to sand-bagging and dealing with the residents. We did bring in porta-pots to all three apartment sites for the residents to use while the wastewater plant was not operational. Clean-up was also minimal and limited to some debris removal along the river. Steve only spent about an hour stacking up tree limbs and sticks. Then the City came and picked up the debris and disposed of it.

6. Handicap Parking at NCT. Due to a request from a tenant to install a handicap accessible parking spot in the lot at North Cedar Terrace off of Richings Street, we have had the Street Department look at the area. They have determined that three handicap stalls could be installed based on the space requirements and still leave regular stalls for additional parking.
7. Report on HUD Listening Session. The listening session covered five different topics: Section Eight Management Assessment Program (SEMAP), Public Housing Assessment Systems (PHAS), HCV Administrative Fee Formula (proposed), Uniform Physical Standards for voucher program (UPCS-V), and PIC – next generation (PIC-NG).

In light of congressional criticism that SEMAP is predominately a self-assessment, HUD is proposing to restructure the assessment so the assessment information is collected by HUD, measurement focus should be outcome-based, not process based, any increases in scores should not be based on self-certification, and to reduce or minimize PHA burden. They are proposing to include incentives, the same performance indicators as the existing PHAS assessment, in addition to governance and program controls. At first glance it appears that under the proposed assessment small agencies will be at a disadvantage and it also appears to increase the burden being placed on the PHA.

Under the PHAS reform, HUD is proposing to structure the assessment similar to the SEMAP to allow for consistency between programs. Under both programs, the assessment will include a survey by the Board of Directors to ensure adequate oversight. This would be a self-assessment which would not allow a PHA to earn extra points for passing but could lower the designation. Like the proposed SEMAP assessment the proposed PHAS assessment would place us at a disadvantage and increase reporting burden.

Under the proposed Housing Choice Voucher Administrative Fee Formula six variables are taken into consideration. They include program size, wage index, benefit load, percent of households with earned income, new admissions rate, and size of jurisdiction. Each of these areas has been assigned a coefficient value, which is multiplied by a value unique to the PHA. A floor and ceiling rate is applied to ensure that the calculated fee is between \$42 and \$109. Then an inflation factor is applied to inflate to present-day dollars. The calculated fee is then adjusted to ensure that the fee is not less than 95% or more than 140% of the fee received the prior year. This gives us the total amount of admin fee. HUD has provided a comparison of the fee earned in CY 2015 to the fee under the proposed rule. In 2015 we actually received \$87,642 and under the proposed rule we would have received \$119,349 which is a 37% increase.

The UPCS-V protocol has been developed to replace the existing HQS inspections under the voucher program. According to HUD the existing protocol is outdated, highly subjective and inconsistent, does not adequately address health and safety issues, there is no way to describe quality of a unit, due to technological constraints there is no way for HUD to capture the data, and all inspection-related performance indicators are self-certified. They envision that the new protocol will give tenants and landlords more detailed information about their home, a more consistent way to describe and exchange information through a fully-electronic data capture tool, decision trees, and a quantitative method to describe quality of units. HUD also intends to provide extensive training under the new system. The new system is currently being used by several agencies under a demonstration program and will be possibly available to everyone by mid-2017.

The new PIC-NG system will replace the current system used to relay information to HUD. The new system is intended to improve the quality, availability and delivery of information to HUD; reduce administrative burden for PHA and HUD staff; and provide a data collection solution for HUD. The new system will transmit data to HUD in real-time and will be streamed to HUD from PHA systems. Information will no longer be submitted periodically in batches. In order to implement the system, the software vendors will be required to work with HUD to ensure that their applications will align with HUD's. The system will eliminate much of the monthly reporting. They anticipate having all PHA users utilizing the system by September of 2017.

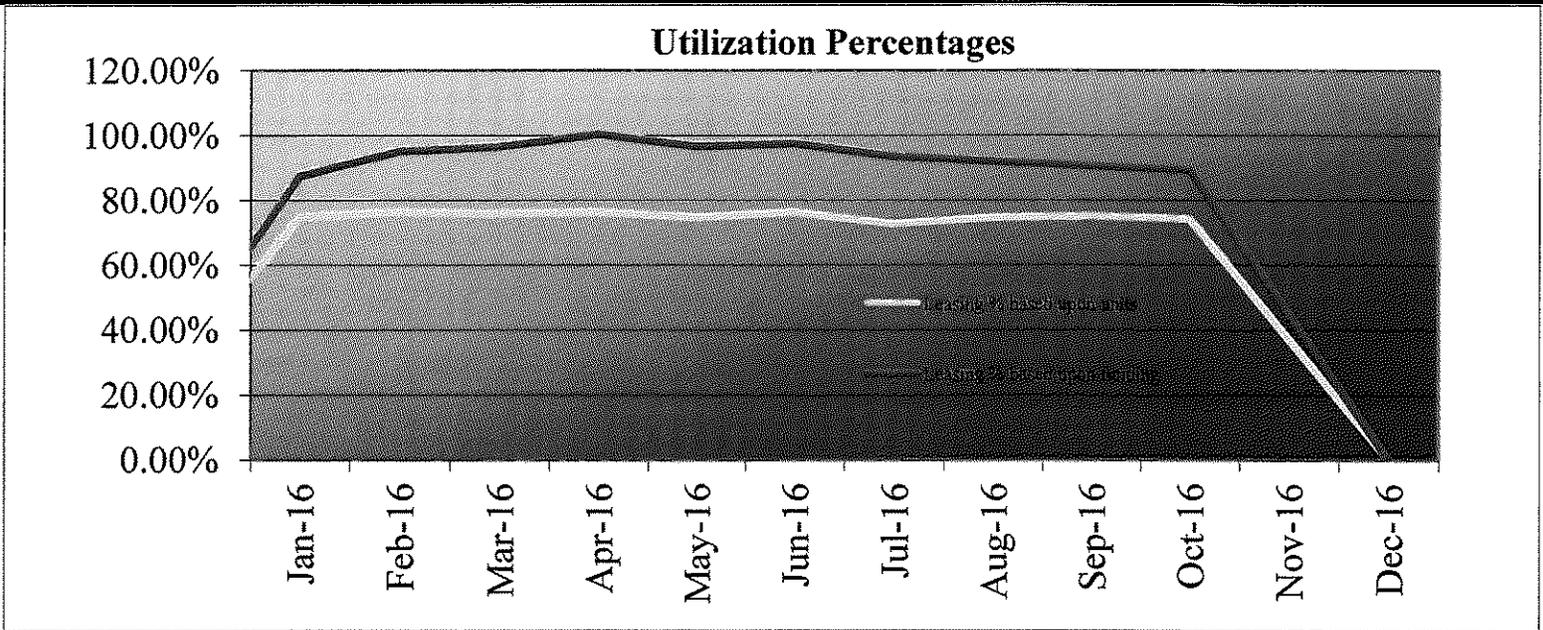
8. Monthly Rental Status Update.

Month of September 2016	Total Leased 9/1/16	New Leases	Removed Or Moved	Total Leased 10/1/16	Total On Waiting List	Offered Assistance	Removed
Terraces 132 Units	131	1	4	128	18	15	11
Morningside 16 Units	10	2	1	11	6	7	4
Section 8 197 Units	156	6	8	154	42	23	5

Declined Assistance (12) Over Income () Denied (3) Insufficient Address ()
 Did not attend Briefing/Information Not Returned (4) Criminal Background Check (1)
 Voucher Expired (2) Purged ()
 Terminations: PH (1) S8 (2)

9. End of Participation Tracker. See attachment

	Unit Months Available	Unit Months Leased	Leasing % based upon units	HAP Revenue	HAP Funding Obligation	HAP Expenses Paid	Leasing % based upon funding	Per Unit HAP
Jan-16	197	147	74.62%	\$ 130.00	\$ 49,010	\$ 42,876	87.48%	\$ 291.67
Feb-16	197	150	76.14%	\$ 117.00	\$ 49,010	\$ 46,671	95.23%	\$ 311.14
Mar-16	197	149	75.63%	\$ 405.00	\$ 49,010	\$ 47,421	96.76%	\$ 318.26
Apr-16	197	150	76.14%	\$ 975.00	\$ 49,010	\$ 49,301	100.59%	\$ 328.67
May-16	197	147	74.62%	\$ 13.00	\$ 49,010	\$ 47,428	96.77%	\$ 322.64
Jun-16	197	150	76.14%	\$ 38.00	\$ 49,010	\$ 47,843	97.62%	\$ 318.95
Jul-16	197	143	72.59%	\$ 49.00	\$ 49,010	\$ 45,874	93.60%	\$ 320.80
Aug-16	208	155	74.52%	\$ 3.00	\$ 52,168	\$ 48,111	92.22%	\$ 310.39
Sep-16	208	156	75.00%	\$ 226.00	\$ 52,170	\$ 47,333	90.73%	\$ 303.42
Oct-16	208	154	74.04%		\$ 52,170	\$ 46,618	89.36%	\$ 302.71
Nov-15	208		0.00%		\$ 52,170		0.00%	
Dec-16	208		0.00%		\$ 52,171		0.00%	
YTD	2,419	1,501	62.05%	\$ 1,956.00	\$ 603,919	\$ 469,476	77.74%	\$ 312.78



NRA / Prog Reserve Balance (Excess HAP) as of 1/1/2016:	\$ 116,439		
HAP Funding YTD:	\$ 603,919		
HAP Expenditures YTD:	\$ 469,476	Current Year Funding:	215
HAP Revenue (Fraud, FSS Forfeits) YTD:	\$ 1,956		
Current Remaining NRA / Prog Reserve:	\$ 252,838		
Current Monthly Funding (a)	\$ 51,537	Current Year Funding	
Current Average HAP Payment (b)	\$ 312	and reserves:	404
# of Units the Current Monthly Funding Would Support (a)/(b)	165		
# of Units Currently Leased	154		
Excess Units Leased, Current Month	(11)		
Current Year-to-Date Funding (a)	\$ 603,919		
Current Year-to-Date Average HAP Payment (b)	\$ 313		
# of Unit-Mos the Current Monthly Funding Supports (a)/(b)	1,931		
# of Unit-Mos Leased Year-to-Date	1,501		
Remaining Unit-Mos to Lease Year-to-Date	430		
Estimate of next years funding:			
YTD HAP expense	\$ 469,476		
Months to date	2		

END OF PARTICIPATION
 TRACKER
 2016-2017

SECT8	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTALS
LEFT IN GOOD STANDING	2	3	1	1	1								7
ZERO HAP													2
MUTUAL RECISSION	2		1	1									2
ANNUAL RE-EXAM SEARCHING	1		1										2
PORT-OUT ABSORBED													0
PORT-OUT SEARCHING	3	2											5
DECEASED													0
MOVED IN VIOLATION	1		1	1									3
EVICTED													0
UNAUTHORIZED LIVE-IN													0
VIOLATION OF FAMILY OBLIGATION				1									1
GAVE UP ASSISTANCE BEFORE 1 YEAR													0
FAILURE TO RENEW													0
FAILURE TO REPAY													0
FAILURE TO PROVIDE INFO				1									1
FAILURE TO FOLLOW THROUGH													0
FRAUD													0
UNREPORTED INCOME-2ND TIME													0
UTILITIES DISCONNECTED													0
CRIMINAL CONVICTION													0
VOUCHER EXPIRED	3	1	1	2									7
VOUCHER REVOKED													0
LEASED W/NEW LANDLORD				3									3
TOTALS	12	6	5	10	0	0	0	0	0	0	0	0	33
PUBLIC HOUSING													
LEFT IN GOOD STANDING	1	1	2	2									6
DECEASED													0
MOVED IN VIOLATION		1	1	3									5
TERMINATED FOR LEASE VIOLATIONS													0
EVICTED													0
UNAUTHORIZED LIVE-IN													0
FAILURE TO RENEW													0
FAILURE TO REPAY													0
FAILURE TO PROVIDE INFO													0
FAILURE TO FOLLOW THROUGH													0
CRIMINAL CONVICTION													0
OTHER													0
UTILITIES DISCONNECTED													0
TOTALS	1	2	3	5	0	0	0	0	0	0	0	0	11

MEETING DATE: 10/20/16

RE: Review Operating Reports

REQUESTED ACTION: Review monthly operating reports.

Comments: The September 2016 operating reports are attached for your review.

CITY OF CHARLES CITY
REVENUE & EXPENSE REPORT
CALENDAR 9/2016, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
73-532-4300	INTEREST-PUBLIC HOUSING	28,000.00	3,026.65	9,142.44	32.65	18,857.56
73-532-4504	FRAUD-PUBLIC HOUSING	4,000.00	1,062.00	1,307.00	32.68	2,693.00
73-532-4506	DWELLING RENT-PUBLIC HOUSING	500,000.00	40,555.00	122,899.00	24.58	377,101.00
73-532-4507	EXCESS UTILITY-PUBLIC HOUSING	9,500.00	1,642.00	3,916.00	41.22	5,584.00
73-532-4508	CONTRIB-OTHER-PUBLIC HOUSING	12,000.00	585.00	2,304.00	19.20	9,696.00
73-532-4710	REIMBURSED EXP-PUBLIC HOUSING	2,000.00	.00	196.98	9.85	1,803.02
73-532-4781	OPER SUBSIDY-PUBLIC HOUSING	195,000.00	18,490.00	55,392.00	28.41	139,608.00
	PUBLIC HOUSING TOTAL	750,500.00	65,360.65	195,157.42	26.00	555,342.58
73-910-4830	TRANSFER IN - PUBLIC HOUSING	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
73-532-6010	SALARY - PUBLIC HOUSING	87,000.00	7,006.65	20,969.56	24.10	66,030.44
73-532-6040	OVERTIME SALARY-PUBLIC HOUSING	2,000.00	.00	.00	.00	2,000.00
73-532-6070	LABOR/MAINT-PUBLIC HOUSING	.00	.00	.00	.00	.00
73-532-6110	FICA - PUBLIC HOUSING	6,809.00	473.83	1,419.12	20.84	5,389.88
73-532-6130	IPERS - PUBLIC HOUSING	7,948.00	625.71	1,872.60	23.56	6,075.40
73-532-6150	HEALTH INS - PUBLIC HOUSING	38,145.00	3,062.08	9,186.24	24.08	28,958.76
73-532-6151	LIFE INS - PUBLIC HOUSING	310.00	31.80	83.72	27.01	226.28
73-532-6160	WORK COMP - PUBLIC HOUSING	2,704.00	.00	.00	.00	2,704.00
73-532-6170	UNEMPLOYMENT - PUBLIC HOUSING	600.00	11.01	11.01	1.84	588.99
73-532-6198	EMP BEN MAINT-PUBLIC HOUSING	.00	.00	.00	.00	.00
73-532-6199	EMPLOYEE BEN-PUBLIC HOUSING	.00	.00	.00	.00	.00
73-532-6230	STAFF TRAINING-PUBLIC HOUSING	5,000.00	.00	230.00	4.60	4,770.00
73-532-6370	GAS - PUBLIC HOUSING	40,000.00	942.97	3,113.54	7.78	36,886.46
73-532-6371	UTILITIES - PUBLIC HOUSING	48,000.00	5,752.68	15,912.61	33.15	32,087.39
73-532-6374	WATER - PUBLIC HOUSING	18,000.00	1,520.69	4,400.63	24.45	13,599.37
73-532-6379	OTH UTIL-PUBLIC HOUSING -SEWER	24,000.00	1,927.50	5,284.52	22.02	18,715.48
73-532-6401	ACCOUNTING FEES-PUBLIC HOUSING	4,000.00	730.00	1,080.00	27.00	2,920.00
73-532-6408	TORT LIABILITY - PUBLIC HOUSING	25,542.00	.00	.00	.00	25,542.00
73-532-6411	LEGAL FEES - PUBLIC HOUSING	4,000.00	180.00	602.50	15.06	3,397.50
73-532-6415	COPIER LEASE - PUBLIC HOUSING	3,100.00	265.03	795.09	25.65	2,304.91
73-532-6420	CONTRACT SERVICES - PUBLIC HOUSING	26,000.00	1,294.13	6,432.17	24.74	19,567.83
73-532-6441	TENANT SERVICES-PUBLIC HOUSING	2,000.00	.00	485.81	24.29	1,514.19
73-532-6442	PILOT-PUBLIC HOUSING	37,000.00	.00	39,202.70	105.95	2,202.70
73-532-6490	OTHER PROFESSIONAL SERV	34,000.00	.00	.00	.00	34,000.00
73-532-6516	REFUNDS-PUBLIC HOUSING	1,000.00	.00	.00	.00	1,000.00
73-532-6518	SUNDRY-OFF EXP-PUBLIC HOUSING	25,000.00	4,705.35	12,257.30	49.03	12,742.70
73-532-6599	MAINT MATERIALS-PUBLIC HOUSING	75,000.00	3,868.81	24,319.61	32.43	50,680.39
73-532-6725	CAP OUTLAY-EQUI-PUBLIC HOUSING	.00	.00	.00	.00	.00
73-532-6750	CAP IMPR BLDG-PUBLIC HOUSING	.00	.00	.00	.00	.00
	PUBLIC HOUSING TOTAL	517,158.00	32,398.24	147,658.73	28.55	369,499.27
73-536-6010	SALARY - PH MAINT	90,000.00	7,088.24	20,084.53	22.32	69,915.47
73-536-6040	OVERTIME SALARY - PH MAINT	5,000.00	291.25	848.31	16.97	4,151.69

CITY OF CHARLES CITY
REVENUE & EXPENSE REPORT
CALENDAR 9/2016, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
73-536-6110	FICA - PH MAINT	7,268.00	525.73	1,506.95	20.73	5,761.05
73-536-6130	IPERS - PH MAINT	8,484.00	658.99	1,869.30	22.03	6,614.70
73-536-6150	HEALTH INS - PH MAINT	35,000.00	2,098.69	5,007.29	14.31	29,992.71
73-536-6151	LIFE INS - PH MAINT	200.00	16.74	33.48	16.74	166.52
73-536-6160	WORK COMP - PH MAINT	1,947.00	.00	.00	.00	1,947.00
73-536-6170	UNEMPLOYMENT - PH MAINT	550.00	7.51	7.51	1.37	542.49
73-536-6181	UNIFORM ALLOWANCE - PH MAINT	900.00	.00	450.00	50.00	450.00
73-536-6412	HEALTH SERVICES- PH MAINT	.00	.00	188.00	.00	188.00
	PUBLIC HOUSING MAINTENANC TOTA	149,349.00	10,687.15	29,995.37	20.08	119,353.63
73-910-6910	TRANSFER OUT - PUBLIC HOUSING	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	PUBLIC HOUSING TOTAL	83,993.00	22,275.26	17,503.32	20.84	66,489.68

CITY OF CHARLES CITY
REVENUE & EXPENSE REPORT
CALENDAR 9/2016, FISCAL 3/2017

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
74-533-4300	INTEREST - SECTION 8	700.00	128.79	355.53	50.79	344.47
74-533-4440	STATE GRANT-SEC 8	.00	.00	.00	.00	.00
74-533-4504	FRAUD-SEC 8	5,000.00	452.00	641.00	12.82	4,359.00
74-533-4505	HUD CONTRIB-SEC 8	600,000.00	51,537.00	149,903.00	24.98	450,097.00
74-533-4509	ADMIN FEE/HTH-SEC 8	90,000.00	8,309.00	25,533.00	28.37	64,467.00
74-533-4710	REIMBURSED EXP-SEC 8	1,000.00	.00	.00	.00	1,000.00
74-533-4715	REFUNDS-SEC 8	1,000.00	.00	.00	.00	1,000.00
	SECTION 8 VOUCHER TOTAL	697,700.00	60,426.79	176,432.53	25.29	521,267.47
74-910-4830	TRANSFER IN - SECTION 8 VOUCH	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
74-533-6010	SALARY - SEC 8	39,000.00	2,490.62	7,494.77	19.22	31,505.23
74-533-6040	OVERTIME SALARY - SECTION 8	1,000.00	.00	.00	.00	1,000.00
74-533-6110	FICA - SECTION 8	3,060.00	168.98	507.23	16.58	2,552.77
74-533-6130	IPERS -SECTION 8	3,572.00	222.39	669.25	18.74	2,902.75
74-533-6150	HEALTH INS - SECTION 8	16,348.00	1,312.32	3,936.96	24.08	12,411.04
74-533-6151	LIFE INS - SECTION 8	200.00	13.63	48.25	24.13	151.75
74-533-6160	WORK COMP - SECTION 8	1,817.00	.00	.00	.00	1,817.00
74-533-6170	UNEMPLOYMENT - SECTION 8	400.00	7.34	7.34	1.84	392.66
74-533-6199	EMPLOYEE BEN-SEC 8	.00	.00	.00	.00	.00
74-533-6230	STAFF TRAINING - SECTION 8	1,500.00	.00	225.00	15.00	1,275.00
74-533-6380	UTILITY ALLOT - SECTION 8	15,000.00	848.00	3,216.00	21.44	11,784.00
74-533-6401	ACCOUNTING FEES - SECTION 8	3,500.00	410.00	850.00	24.29	2,650.00
74-533-6411	LEGAL-SEC 8	.00	3,000.00	3,000.00	.00	3,000.00
74-533-6420	CONTRACT SERVICES - SECTION 8	8,000.00	423.00	1,397.50	17.47	6,602.50
74-533-6423	SPECIAL SERVICE - SECTION 8	300.00	.00	.00	.00	300.00
74-533-6440	ENHANCED VOUCHER	.00	3,212.00	3,212.00	.00	3,212.00
74-533-6443	HOME OWNERSHIP VOUCHER	.00	421.00	1,263.00	.00	1,263.00
74-533-6444	PORTABILITY VOUCHER	.00	2,501.30	7,503.90	.00	7,503.90
74-533-6445	HC VOUCHER PAY-SEC 8	600,000.00	40,910.00	126,352.00	21.06	473,648.00
74-533-6490	OTHER PROF SERVICES-SECTION 8	5,000.00	.00	.00	.00	5,000.00
74-533-6516	REFUND INTEREST-SEC 8	.00	.00	.00	.00	.00
74-533-6518	SUNDRY-OFF EXP-SEC 8	3,000.00	.00	109.76	3.66	2,890.24
	SECTION 8 VOUCHER TOTAL	701,697.00	55,940.58	159,792.96	22.77	541,904.04
74-910-6910	TRANSFER OUT - SECTION 8 VOUCH	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	SECTION 8 VOUCHER TOTAL	3,997.00	4,486.21	16,639.57	416.30	20,636.57