

CHARLES CITY HOUSING & REDEVELOPMENT AUTHORITY

AGENDA

December 20, 2018, 7:00 a.m.

at

501 Cedar Terrace South, Charles City, IA 50616

- I. Roll Call – Call Meeting to Order
- II. Public Comment
- III. Amend-Approve Minutes of November 15, 2018. 1-2
- IV. Approval of Bills for December 2018 3
- V. Communications 4-7
 - 1. CFP Update
 - 2. Rehab Update
 - 3. Fee Accountant Contract
 - 4. Snow Removal
 - 5. Section 8 Funding/Utilization
 - 6. Public Housing Operating Subsidy
 - 7. Monthly Rental Status Update
 - 8. End of Participation Tracker
- VI. Old Business
- VII. New Business
 - 1. Review and Accept Audit Report..... 8
 - 2. Approve Resolution 11-18 to Adopt Passbook Rate..... 9-10
 - 3. Approve Resolution 12-18 to Increase Payment Standards..... 11-13
 - 3. Review Operating Reports..... 14-17
- VIII. Executive Director's Report
- IX. Motion to Adjourn

Next regular meeting scheduled for Thursday, January 17, 2019,
7:00 a.m., CCHRA Office

HAPPY HOLIDAYS!

MINUTES
CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY
November 15, 2018 7:00 a.m.

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

Call to Order. Chairperson Heyer called the meeting to order at 6:59 a.m.

Public Comments. None

Amend-Approve Minutes of October 18, 2018. Miller moved, Klemesrud seconded the motion to approve the minutes of October 18, 2018 as amended. Ayes: 3, Nays: 0. Motion carried.

Approval of Bills. Miller moved, Klemesrud seconded the motion to approve payment of the revised bill listing totaling \$99,650.31. Nielsen stated that the bills were routine except the payment for the window in the reception area. Ayes: 3, Nays: 0. Motion carried.

Communications. Items under Communications included capital fund program and maintenance updates including close out of the window project, installation of security glass in reception area, and planned roof repairs at North Cedar Terrace. Also discussed were the rehab program progress, hire of seasonal employees, and program utilization. All items were informational, so no action was needed.

New Business.

Review Operating Reports. Nielsen explained that the reason for the substantially lower monthly expenses for the Section 8 was because the October HAP payments were inadvertently posted on the last day in September. The reports were reviewed by the board. Miller asked if ports to Cook County were typically as high. Nielsen explained that they were higher because several families were pulled from the Waiting List around the same time without local preference and many of them ported at the same time and chose to go to Cook County. Also discussed was whether there would be a need to do a budget revision for the portability costs. There were no other concerns.

Approve Proposal to Treat Ash Trees. Nielsen requested that the board approve the contract with TruGreen to treat Ash Trees at North Cedar Terrace. The board discussed the advantages to treat the trees vs. removing trees. Nielsen explained that when you factor in to indirect cost savings provided by the existing the better option is to treat them. Klemesrud motioned to approve the contract with TruGreen if there are enough funds in the budget. Miller seconded the motion. Ayes: 3, Nays: 0. Motion carried.

Approve Purchase of Snow Plow. Nielsen informed the board that the maintenance department obtained quotes from three different businesses for a plow for the new truck. She explained that of the three quotes received the lowest was from Conley's in Ames. However, Nielsen requested approval of the purchase from Full Circle Plows even though they are \$55.18 higher than Conley's because they service the plow annually for the life of the plow at no additional cost. They will come to Charles City each year to change the oil and service the plow. Miller made a motion to approve the purchase and it was seconded by Klemesrud. Ayes: 3, Nays: 0. Motion carried.

Executive Directors Report. Nielsen discussed the recent audit, updated the board on recent developments with the camera system, provided an update on the lawsuit with HUD, and discussed the progress on the new server and software upgrade.

Being no further business, Klemesrud moved, Miller seconded the motion to adjourn. Ayes: 3, Nays: 0. Motion carried, and meeting adjourned at 7:31 a.m.

Charles City Housing and Redevelopment Authority

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

Charles City Housing
Monthly Bill Listing
12/20/2018

Customer	Description	Amount
Arnold Motor Supply	maintenance	
Bluhms Cedar Valley Electric 2008	electrical repairs	514.00
Business Card	maintenance items/back up fee	
C.Naber & Associates	legal fees	395.00
Catherine Marie Ott	office cleaning	240.00
Catherine Marie Ott	office cleaning	240.00
CenturyLink	phone bill	157.24
Charles City Housing	held security deposit	100.00
Cintas	rug service	82.83
City of Charles City	water/sewer/URP/S8 inspections/flag	
Collins & Associates, SC	audit fee	7,100.00
Gary Kraus	tenant referral	100.00
HAPS	Dec HAPS	51,719.30
Hockenson Plumbing	plumbing maintenance	
Houdek Floorcovering	carpet install	369.74
Iowa Department of Transportation	fuel	237.50
Iowa Department of Transportation	oil	15.51
Jendro Sanitation	trash service	808.00
John Deere Financial	Theisen's purchases	133.06
Koch Office Group	copy costs	6.30
Kwik Trip, Inc.	fuel	45.02
L&J Industries, Inc.	maintenance items	58.95
LEAF	copier lease	245.88
Lessin Supply Co.	maintenance	3.96
Linderman Heating & Air, LLC	heating/cooling repairs	
Lois Freiberg	security deposit refund	227.02
Mediacom	internet for security cameras	136.90
Mehmen's Painting	painted 2 units	360.00
Michaels Band Box	carpet cleaning, apts & office	806.53
Mid American Energy	electric gas, Urp	
MRI Software, LLC	Happy Software Training fee	200.00
Noah, Smith & Schuknecht, P.L.C.	legal fees	80.00
Patricia Mehmen	security deposit refund	200.00
Petty Cash	replenish fund	53.85
Pitney Bowes	meter lease	54.09
Plunkett's Pest Control	pest control services	560.00
R&S Mowing LLC	salt for lots	2,303.00
R&S Mowing LLC	spread salt on lots	333.75
Reserve Account	prepaid postage	750.00
Steege Construction Inc	project fee	7,997.35
T-J Service	maintenance, refrig replacement	619.96
The PI Company	background checks	359.00
Titus Lock Services	lock repairs	53.00
Trent Parker	computer support	
US Cellular	cell phone bill	139.83
Veenstra & Kimm, Inc.	engineer fees	1,275.00
YARDI	background checks	42.00
		79,123.57

REQUESTED ACTION: None - for your information only.

1. Capital Fund/Maintenance Update. The window project has been closed out. We have a one-year warranty period for workmanship with Steege Construction and the windows have a limited lifetime manufacturer's warranty. We will be inspecting the windows next year in late summer to ensure that there are no issues with the installation work.

The site work for the topographical study has been completed. We should have the final site plans soon. We are still on track for being able to complete the transformer project by late spring or once the frost is out of the ground.

We are still gathering estimates for the next three projects which include the garage repairs at NCT, replacing the roof on apts. #109 through #112, and the new door locks for the Terraces.

2. Rehab Update. We have met with the first two homeowners for Phase One. We are waiting on the test results from the Radon testing and are working on the specifications. Once the specifications are complete, we can have NIACOG submit the historical clearance requests to the state. After we get the go ahead from the state, we can procure the contractors and get the work started. Hopefully we will be able to start construction by mid-March.
3. Fee Accountant Contract. Our contract with C. Naber is expired. We initially set it up to renew at the end of the contract for two more years. However, we have been having some issues with them providing the reports and they resisted helping us with some of the information that the auditor was requesting. Because of this, we have sent out a Request for Proposals from other accounting firms. The proposals should be ready for action at the January 2019 meeting.
4. Snow Removal. We have hired three people for the seasonal snow removal positions. Fortunately, we haven't had much snow yet. We have been able to utilize two of them for the minor snow accumulations and everything has gone well.
5. Section 8 Funding/Utilization. When you add in the \$60,948 set-aside funding received, we will be ending the 2018 funding year with approximately \$107,396. The balance includes our agency held reserves of \$21,205 and the HUD held reserves of \$86,191. Our number of units leased decreased 30 from 173 in January to 143 in December. See attachment for utilization.
6. Public Housing Operating Subsidy. HUD just calculated the final obligations for the Operating Subsidy for the Public Housing Program. Our final eligibility of \$211,834 is being prorated at 94.74%. This proration is based on the final appropriations for 2018. HUD will subsidize us based on 2018 levels for the first few months of 2019 or until they are able to collect the data and calculate our initial 2019 eligibility.

7. Monthly Rental Status Update.

Month of November 2018	Total Leased 11/1/18	New Leases	Removed Or Moved	Total Leased 12/1/18	Total on Waiting List	Offered Assistance	Removed
Terraces 132 Units	126	7	3	130	13	2	1
Morningside 16 Units	15	1	2	14	6	4	2
Section 8 197 Units	144	5	6	143	34	20	9

Declined Assistance (4) Over Income () Denied () Insufficient Address ()
 Did not attend Briefing/Information Not Returned (8) Criminal Background Check ()
 Voucher Expired (5) Purged ()
 Terminations: PH () S8 (2)

8. End of Participation Tracker. See attachment

HCV HAP Spending Projection

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2	NRA									HUD Held			
3	PHA Name	Funds on Hand at PHA at End of Prior Month (HAP related, not administrative funds) beginning with 12/31/16 NRA	Number of Units Leased on the First of the Month	Plus: HUD Actual or Planned HAP Related Disbursements	Minus: HAP Expenses: Actuals from VMS and/or PHA projected	Disbursements minus Expenditures	VMS Reported Fraud Recovery and/or FSS Forfeitures	Estimated End of Month Balance (NRA): HAP funds on hand (includes Fraud Recovery and/or FSS forfeitures)		Beginning monthly HUD Held Balance starting 12/31/16	Plus: ALL Obligated HAP BA (including BA for prior period Tenant Protection vouchers)	Minus: HUD Actual or Planned HAP Related Disbursements	End of Month Balance HUD Held Undisbursed BA/Reserves (obligated HAP BA minus disbursements)
4	PHA# IA002	D	E	F	F-F	H	D+G+H	K	L	M	(K+L)-M		
5													
6													
7	CY 2017								CY 2017				
8	January	\$15,737	161	\$51,440	\$48,998	\$18,179	\$95	\$18,274	January	\$140,812	\$48,658	\$51,440	\$138,030
9	February	\$18,274	163	\$51,440	\$52,253	\$17,461	\$119	\$17,580	February	\$138,030	\$48,658	\$51,440	\$135,248
10	March	\$17,580	165	\$52,930	\$53,610	\$16,900	\$427	\$17,327	March	\$135,248	\$48,658	\$52,930	\$130,976
11	April	\$17,327	169	\$52,930	\$56,804	\$13,453	\$1,556	\$15,009	April	\$130,976	\$48,658	\$52,930	\$126,704
12	May	\$15,009	171	\$52,930	\$58,157	\$9,782	\$62	\$9,844	May	\$126,704	\$48,658	\$52,930	\$122,432
13	June	\$9,844	169	\$52,930	\$52,930	\$5,992	\$163	\$6,155	June	\$122,432	\$48,658	\$52,930	\$118,160
14	July	\$6,155	172	\$52,930	\$40,226	\$8,782	\$25	\$8,807	July	\$118,160	\$48,658	\$40,226	\$126,592
15	August	\$11,934	170	\$65,382	\$62,882	-\$9,434	\$125	-\$1,934	August	\$126,592	\$46,709	\$65,382	\$107,919
16	September	-\$9,309	182	\$73,982	\$67,100	-\$2,427	\$32	-\$2,395	September	\$107,919	\$48,658	\$73,982	\$82,595
17	October	-\$2,395	180	\$69,382	\$67,048	-\$61	\$165	\$104	October	\$82,595	\$48,658	\$69,382	\$61,871
18	November	\$104	178	\$64,946	\$68,223	-\$3,173	\$28	-\$3,145	November	\$61,871	\$48,659	\$64,946	\$45,584
19	December	-\$3,145	176	\$65,007	\$65,407	-\$3,545	\$160	-\$3,385	December	\$45,584	\$48,558	\$65,007	\$29,135
20	Total			\$693,525	\$715,604	\$2,957			Total	\$581,848		\$693,525	
21													
22	CY 2018								CY 2018				
23	January	-\$3,385	173	\$68,442	\$64,233	\$824	\$345	\$1,169	January	\$29,135	\$55,764	\$68,442	\$16,457
24	February	\$1,169	168	\$68,442	\$61,830	\$7,781	\$357	\$8,138	February	\$16,457	\$55,764	\$68,442	\$3,779
25	March	\$8,138	165	\$62,441	\$61,235	\$9,344	\$383	\$9,697	March	\$3,779	\$65,809	\$62,441	\$7,147
26	April	\$9,697	160	\$58,663	\$57,221	\$11,139	\$210	\$11,349	April	\$7,147	\$70,046	\$58,663	\$18,530
27	May	\$11,349	158	\$72,169	\$59,677	\$23,841	\$259	\$24,100	May	\$18,530	\$59,261	\$72,169	\$5,622
28	June	\$24,100	158	\$65,518	\$60,908	\$28,710	\$691	\$29,401	June	\$5,622	\$67,878	\$65,518	\$7,982
29	July	\$29,401	152	\$65,518	\$59,541	\$35,378	\$310	\$35,688	July	\$7,982	\$60,739	\$65,518	\$3,203
30	August	\$35,688	161	\$59,712	\$60,484	\$34,916	\$47	\$34,963	August	\$3,203	\$56,612	\$59,712	\$1,03
31	September	\$34,963	151	\$59,712	\$62,823	\$31,852	\$187	\$32,039	September	\$1,03	\$56,612	\$59,712	-\$2,997
32	October	\$32,039	150	\$59,712	\$57,614	\$34,137	\$35	\$34,172	October	-\$2,997	\$60,888	\$59,712	-\$1,821
33	November	\$34,172	144	\$35,000	\$56,393	\$12,779	\$48	\$12,827	November	-\$1,821	\$60,929	\$35,000	\$24,108
34	December	\$12,827	143	\$59,712	\$51,334	\$21,205		\$21,205	December	\$24,108	\$121,795	\$59,712	\$86,191
35	Total			\$735,041	\$713,293	\$2,842			Total	\$792,097		\$735,041	

END OF PARTICIPATION
TRACKER
2018-2019

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTALS
LEFT IN GOOD STANDING			3	1									4
ZERO HAP													0
MUTUAL RESCISION	1					1							3
ANNUAL RE-EXAM SEARCHING	1					1							1
PORT-OUT ABSORBED				3	5	3							11
PORT-OUT SEARCHING	1	2		1	1								5
PORT-OUT BILLING	1												1
DECEASED													0
MOVED IN VIOLATION			2										2
EVICTED	1												1
UNAUTHORIZED LIVE-IN		1	1			1							3
VIOLATION OF FAMILY OBLIGATION													0
GAVE UP ASSISTANCE BEFORE 1 YEAR						1							0
FAILURE TO RENEW													1
FAILURE TO REPAY			1										1
FAILURE TO PROVIDE INFO													0
FAILURE TO FOLLOW THROUGH													0
FRAUD													0
UNREPORTED INCOME-2ND TIME	1												1
UTILITIES DISCONNECTED													0
CRIMINAL CONVICTION													0
VOUCHER EXPIRED													0
VOUCHER REVOKED													0
LEASED W/NEW LANDLORD	2				1								3
TOTALS	8	3	7	5	8	6	0	0	0	0	0	0	37
PUBLIC HOUSING													
LEFT IN GOOD STANDING	2	1	1	2	1	4							11
DECEASED				1									1
MOVED IN VIOLATION				2									2
TERMINATED FOR LEASE VIOLATIONS				1									1
EVICTED			1		1								2
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 (moved to new unit)						1							1
UTILITIES DISCONNECTED													0
TOTALS	2	1	2	6	2	5	0	0	0	0	0	0	18

REQUESTED ACTION: Review audit report from Collins and Associates, SC and accept the report.

Comments: The audit report will be reviewed, and any questions answered. The audit reports will be distributed at the meeting.

The audited financial statements and supporting documents will be submitted to HUD for approval.

REQUESTED ACTION: Approve Resolution 11-18 to Adopt Passbook Rate

Comments: HUD regulations require us to apply the passbook rate to the cash value of assets greater than \$5,000 when calculating participant income to determine an imputed income. Then we compare the imputed value against the actual income generated by the assets. The larger amount of the two is included the participant's annual income.

In 2011 HUD directed us to reduce the rate to 0%. They have since determined that the individual housing agencies should set their own rate and review that rate on an annual basis. The passbook rate established must be within .75 percent of the current Savings National Rate. As of December 1, 2018, that rate was .09%. That means that our adopted rate must fall somewhere between -.66% and .84%, and the rate may not be less than 0%. The area passbook rates at the following area banks as of December 1, 2018, were:

First Security Bank	.10%
First Citizens Bank	.15%
Security State Bank	.15%
CUSB	.25%

We have discussed the rates and have decided that we should increase our rate to .15% because it reflects an average rate for the area banks for a regular savings account. This rate will only affect residents and participants whose assets' cash value exceeds \$5,000. Many times, those with assets higher than that will have an actual income from their assets that exceeds the imputed value.

RESOLUTION NO. 11-18

ADOPTION OF PASSBOOK RATE

CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY

WHEREAS, the Charles City Housing and Redevelopment Authority provides housing for low income families through various programs which are funded primarily through agreements with the United States Department of Housing and Urban Development; and

WHEREAS, according to 24 CFR § 5.609(b)(3), when determining annual income for families who apply for or receive assistance in the Housing Choice Voucher Program (HCV) and public housing programs, a public housing agency (PHA) includes in annual income the greater of either: (1) actual income resulting from all net family assets; or (2) a percentage of the value of such assets based upon the current passbook savings rate as determined by the U.S. Department of Housing and Urban Development (HUD) when a family has net assets in excess of \$5000; and

WHEREAS, HUD has issued Notice 2012-29 requiring all Housing Authorities to establish a passbook rate based on the current Savings National Rate and review them annually; and

WHEREAS, the Savings National Rate on December 10, 2018 was .09% and the proposed rate of .15% is within the required .75% of that rate;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Charles City Housing and Redevelopment Authority that adoption of the proposed passbook rate of .15% is necessary to ensure that all rent calculations comply with regulation.

PASSED AND ADOPTED BY THE CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY ON THIS 20th DAY OF DECEMBER 2018.

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

REQUESTED ACTION: Review and approve proposed payment standard increases

Comments: In September we passed a resolution to adjust the Payment Standards to align them with the newly published Fair Market Rent. At the time, the data showed that the increases would be adequate. However, in the past two months the applicants have been struggling to find acceptable units. If they are lucky enough to find a unit, the rent is so high that the landlord would have to lower the rent for them to be able to participate in the program. Only a few of the landlords are willing to lower the rent. The other problem, which we cannot control is the age of the homes and lead based paint issues. This is affecting not only the families, but also our program. We have not used our budget allocation for the year, and HUD will fund us next year based on the amount spent during this calendar year. Our voucher utilization rate is less than 70%. We have never been this low before and the only way that we can effectively address the utilization is to increase the payment standards. All other factors are out of our control.

In the past we have been hesitant to increase the Payment Standards too high, because we didn't want to cause the rental amounts to increase. But because of the tight rental market the landlords can charge a premium for their units and renters are having to pay the higher rents. It is all about supply and demand. We can't build new units, but we can make them more affordable by increasing the Payment Standards. With our current reserve funds, we could assist almost 23 more families each month. This is with the increase already factored into the projection.

Increasing the Payment Standards will not negatively impact the program participants. In addition, the HAP payments will only increase for those families whose gross rent is over the existing Payment Standard. This will in turn reduce the amount of rent the families are paying to the owners. If the gross rent is already under the current Payment Standards, nothing will change.

The rents will still be subject to the rent reasonableness test, where we compare the rent being charged for the subsidized unit against the rents for comparable unassisted units.

Payment Standards vs Fair Market Rents
PS vs FMR

	0 bedroom	1 bedroom	2 bedroom	3 bedroom	4 bedroom
Current PS	450	500	625	850	850
Current Percentage of New FMR	93.56%	93.63%	94.13%	94.34%	94.03%
Proposed PS	450	550	675	925	925
Current Percentage of New FMR	93.56%	103.00%	101.66%	102.66%	102.32%
New FMRs Effective 10/18	481	534	664	901	904
90% of new FMR / minimum for PS	433	481	598	811	814
110% of new FMR / maximum for PS	529	587	730	991	994
Current Gross Rents					
Low	440	375	469	571	828
Median	440	500	573	808	890
High	483	582	782	947	952
Average	425	508	633	788	890

Effective January 1, 2019

RESOLUTION NO. 12-18

SECTION 8 VOUCHER PAYMENT STANDARDS

Charles City Housing and Redevelopment Authority

WHEREAS, the Charles City Housing and Redevelopment Authority provides housing for low income families through various programs which are funded primarily through agreements with the United States Department of Housing and Urban Development; and

WHEREAS, the Department of Housing and Urban Development has published the Fair Market Rents (FMR) to be effective October 1, 2018 and requested all housing agencies to implement them within 90 days of effective date as required by program regulations; and

WHEREAS, the Department of Housing and Urban Development requires Payment Standards for the Section 8 Voucher program to be within 90% – 110% of the published FMRs; and

WHEREAS, the agency increased the Payment Standards for the efficiency and three- bedroom units in December to comply with regulation to ensure that they were within 90%-110%; and

WHEREAS, the agency has determined that it is necessary to make the units more affordable to the participants by instituting more increases to the Payment Standards, and

WHEREAS, the Charles City Housing and Redevelopment Authority Board has been presented the new FMRs and supporting documentation for determination of the new Payment Standards;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Charles City Housing and Redevelopment Authority that the Authority approves the following Payment Standards effective January 1, 2109:

<u>0 bedroom</u>	<u>1 bedroom</u>	<u>2 bedroom</u>	<u>3 bedroom</u>	<u>4 bedroom</u>
450	550	675	925	925

PASSED AND APPROVED BY THE CHARLES CITY HOUSING AND REDEVELOPMENT AUTHORITY ON THIS 20TH DAY OF DECEMBER 2018.

Jeremy Heyer, Chairperson

ATTEST:

Heidi Nielsen, Director

MEETING DATE: 12/20/18

RE: Review Operating Reports

REQUESTED ACTION: Review monthly operating reports.

Comments: The November 2018 operating reports are attached for your review.

REVENUE & EXPENSE REPORT
CALENDAR 11/2018, FISCAL 5/2019

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
173-532-4300	INTEREST-PUBLIC HOUSING	45,000.00	6,145.62	30,105.67	66.90	14,894.33
173-532-4504	FRAUD-PUBLIC HOUSING	4,000.00	6,346.00	6,773.00	169.33	2,773.00-
173-532-4506	DWELLING RENT-PUBLIC HOUSING	500,000.00	41,075.00	211,252.00	42.25	288,748.00
173-532-4507	EXCESS UTILITY-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-4508	CONTRIB-OTHER-PUBLIC HOUSING	12,000.00	1,079.50	4,207.52	35.06	7,792.48
173-532-4710	REIMBURSED EXP-PUBLIC HOUSING	2,000.00	.00	3,738.30	186.92	1,738.30-
173-532-4781	OPER SUBSIDY-PUBLIC HOUSING	220,000.00	16,748.00	83,320.00	37.87	136,680.00
	PUBLIC HOUSING TOTAL	783,000.00	71,394.12	339,396.49	43.35	443,603.51
173-910-4830	TRANSFER IN - PUBLIC HOUSING	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
173-532-6010	SALARY - PUBLIC HOUSING	91,033.00	12,008.17	41,481.30	45.57	49,551.70
173-532-6040	OVERTIME SALARY-PUBLIC HOUSING	2,000.00	.00	.00	.00	2,000.00
173-532-6070	LABOR/MAINT-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-6110	FICA - PUBLIC HOUSING	7,117.00	816.03	2,699.95	37.94	4,417.05
173-532-6130	IPERS - PUBLIC HOUSING	8,782.00	1,133.57	3,915.84	44.59	4,866.16
173-532-6150	HEALTH INS - PUBLIC HOUSING	44,350.00	3,695.80	18,479.00	41.67	25,871.00
173-532-6151	LIFE INS - PUBLIC HOUSING	350.00	27.93	139.63	39.89	210.37
173-532-6160	WORK COMP - PUBLIC HOUSING	4,400.00	.00	405.60	9.22	3,994.40
173-532-6170	UNEMPLOYMENT - PUBLIC HOUSING	55.00	.00	20.08	36.51	34.92
173-532-6198	EMP BEN MAINT-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-6199	EMPLOYEE BEN-PUBLIC HOUSING	.00	.00	.00	.00	.00
173-532-6230	STAFF TRAINING-PUBLIC HOUSING	5,000.00	173.73	399.15	7.98	4,600.85
173-532-6370	GAS - PUBLIC HOUSING	40,000.00	3,620.79	7,594.99	18.99	32,405.01
173-532-6371	UTILITIES - PUBLIC HOUSING	50,000.00	972.03	22,548.14	45.10	27,451.86
173-532-6374	WATER - PUBLIC HOUSING	19,000.00	1,402.09	6,885.34	36.24	12,114.66
173-532-6379	OTH UTIL-PUBLIC HOUSING -SEWER	25,000.00	2,052.54	9,825.22	39.30	15,174.78
173-532-6401	ACCOUNTING FEES-PUBLIC HOUSING	3,000.00	175.00	1,430.00	47.67	1,570.00
173-532-6408	TORT LIABILITY - PUBLIC HOUSIN	35,000.00	6,721.05	6,721.05	19.20	28,278.95
173-532-6411	LEGAL FEES - PUBLIC HOUSING	4,000.00	485.18	1,429.43	35.74	2,570.57
173-532-6415	COPIER LEASE - PUBLIC HOUSING	3,500.00	245.88	805.24	23.01	2,694.76
173-532-6420	CONTRACT SERVICES - PUBLIC HOU	40,000.00	5,584.21	17,038.13	42.60	22,961.87
173-532-6441	TENANT SERVICES-PUBLIC HOUSING	2,000.00	.00	200.00	10.00	1,800.00
173-532-6442	PILOT-PUBLIC HOUSING	40,000.00	.00	38,344.91	95.86	1,655.09
173-532-6490	OTHER PROFESSIONAL SERV	21,000.00	.00	.00	.00	21,000.00
173-532-6516	REFUNDS-PUBLIC HOUSING	1,000.00	.00	.00	.00	1,000.00
173-532-6518	SUNDRY-OFF EXP-PUBLIC HOUSING	35,000.00	9,079.77	18,925.58	54.07	16,074.42
173-532-6599	MAINT MATERIALS-PUBLIC HOUSING	75,000.00	8,848.23	37,503.36	50.00	37,496.64
173-532-6725	CAP OUTLAY-EQUI-PUBLIC HOUSING	40,000.00	.00	15,595.18	38.99	24,404.82
173-532-6750	CAP IMPR BLDG-PUBLIC HOUSING	60,000.00	10,750.00	14,165.02	23.61	45,834.98
	PUBLIC HOUSING TOTAL	656,587.00	67,792.00	266,552.14	40.60	390,034.86
173-536-6010	SALARY - PH MAINT	85,000.00	9,287.63	33,851.47	39.83	51,148.53
173-536-6040	OVERTIME SALARY - PH MAINT	5,000.00	.00	196.31	3.93	4,803.69

REVENUE & EXPENSE REPORT
CALENDAR 11/2018, FISCAL 5/2019

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
173-536-6110	FICA - PH MAINT	6,885.00	695.62	2,537.08	36.85	4,347.92
173-536-6130	IPERS - PH MAINT	8,496.00	876.97	3,223.80	37.94	5,272.20
173-536-6150	HEALTH INS - PH MAINT	9,457.00	778.10	3,890.50	41.14	5,566.50
173-536-6151	LIFE INS - PH MAINT	160.00	14.70	73.50	45.94	86.50
173-536-6160	WORK COMP - PH MAINT	2,800.00	.00	608.40	21.73	2,191.60
173-536-6170	UNEMPLOYMENT - PH MAINT	70.00	.00	29.93	42.76	40.07
173-536-6181	UNIFORM ALLOWANCE - PH MAINT	900.00	.00	900.00	100.00	.00
173-536-6412	HEALTH SERVICES- PH MAINT	.00	.00	.00	.00	.00
	PUBLIC HOUSING MAINTENANC TOTA	118,768.00	11,653.02	45,310.99	38.15	73,457.01
173-910-6910	TRANSFER OUT - PUBLIC HOUSING	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	PUBLIC HOUSING TOTAL	7,645.00	8,050.90-	27,533.36	360.15	19,888.36-

REVENUE & EXPENSE REPORT
CALENDAR 11/2018, FISCAL 5/2019

PCT OF FISCAL YTD 41.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	MTD BALANCE	YTD BALANCE	PER CENT EXPENDED	UNEXPENDED
174-533-4300	INTEREST - SECTION 8	1,800.00	400.80	1,830.49	101.69	30.49-
174-533-4440	STATE GRANT-SEC 8	.00	.00	.00	.00	.00
174-533-4504	FRAUD-SEC 8	5,000.00	95.00	1,251.00	25.02	3,749.00
174-533-4505	HUD CONTRIB-SEC 8	750,000.00	34,770.00	279,424.00	37.26	470,576.00
174-533-4509	ADMIN FEE/HTH-SEC 8	110,000.00	8,454.00	41,350.00	37.59	68,650.00
174-533-4710	REIMBURSED EXP-SEC 8	1,000.00	.00	.00	.00	1,000.00
174-533-4715	REFUNDS-SEC 8	1,000.00	.00	.00	.00	1,000.00
	SECTION 8 VOUCHER TOTAL	868,800.00	43,719.80	323,855.49	37.28	544,944.51
174-910-4830	TRANSFER IN - SECTION 8 VOUCH	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
174-533-6010	SALARY - SEC 8	39,017.00	2,997.27	13,505.49	34.61	25,511.51
174-533-6040	OVERTIME SALARY - SECTION 8	1,000.00	.00	.00	.00	1,000.00
174-533-6110	FICA - SECTION 8	3,061.00	197.42	875.37	28.60	2,185.63
174-533-6130	IPERS -SECTION 8	3,778.00	282.94	1,274.91	33.75	2,503.09
174-533-6150	HEALTH INS - SECTION 8	19,007.00	1,583.91	7,919.55	41.67	11,087.45
174-533-6151	LIFE INS - SECTION 8	175.00	11.97	59.87	34.21	115.13
174-533-6160	WORK COMP - SECTION 8	2,238.00	.00	.00	.00	2,238.00
174-533-6170	UNEMPLOYMENT - SECTION 8	75.00	.00	13.39	17.85	61.61
174-533-6199	EMPLOYEE BEN-SEC 8	.00	.00	.00	.00	.00
174-533-6230	STAFF TRAINING - SECTION 8	2,000.00	89.73	89.73	4.49	1,910.27
174-533-6380	UTILITY ALLOT - SECTION 8	15,000.00	666.00	3,361.00	22.41	11,639.00
174-533-6401	ACCOUNTING FEES - SECTION 8	4,000.00	220.00	1,290.00	32.25	2,710.00
174-533-6411	LEGAL-SEC 8	1,000.00	.00	.00	.00	1,000.00
174-533-6420	CONTRACT SERVICES - SECTION 8	10,000.00	682.00	2,300.50	23.01	7,699.50
174-533-6423	SPECIAL SERVICE - SECTION 8	300.00	.00	.00	.00	300.00
174-533-6440	ENHANCED VOUCHER	16,000.00	1,411.00	7,314.00	45.71	8,686.00
174-533-6443	HOME OWNERSHIP VOUCHER	6,000.00	306.00	1,530.00	25.50	4,470.00
174-533-6444	PORTABILITY VOUCHER	150,000.00	17,415.36	97,676.47	65.12	52,323.53
174-533-6445	HC VOUCHER PAY-SEC 8	550,000.00	34,763.00	187,305.00	34.06	362,695.00
174-533-6490	OTHER PROF SERVICES-SECTION 8	10,000.00	.00	.00	.00	10,000.00
174-533-6516	REFUND INTEREST-SEC 8	.00	.00	.00	.00	.00
174-533-6518	SUNDRY-OFF EXP-SEC 8	4,500.00	735.00	1,116.54	24.81	3,383.46
	SECTION 8 VOUCHER TOTAL	837,151.00	61,361.60	325,631.82	38.90	511,519.18
174-910-6910	TRANSFER OUT - SECTION 8 VOUCH	.00	.00	.00	.00	.00
	TRANSFERS IN/OUT TOTAL	.00	.00	.00	.00	.00
	SECTION 8 VOUCHER TOTAL	31,649.00	17,641.80-	1,776.33-	5.61-	33,425.33