

BOARD MEETING AGENDA
Municipal Housing Authority of the City of Schenectady
Board of Commissioners
Regular Meeting – November 30, 2021
Remote Meeting

1. PLEDGE OF ALLEGIANCE
2. PRIVILEGE OF THE FLOOR
3. APPROVAL OF MINUTES – October 26, 2021, Regular Meeting
4. REPORTS AND RESOLUTIONS OF STANDING COMMITTEES
 - A. FINANCE COMMITTEE – Joan Johnson, Chairperson

Resolution #1: Award of Bid – Metro Ford for the purchase of a Vehicle Replacement - Truck for the Downtown AMP for \$61,286.18
 - B. BUILDINGS & GROUNDS COMMITTEE – Haileab Samuel, Chairperson

Resolution #2 Change Order #3, \$0.00, MPC Construction Services, LLC., Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village
 - C. SECTION 8 RENTAL ASSISTANCE PROGRAMS COMMITTEE – Joan Johnson, Chairperson
 - D. PUBLIC RELATIONS COMMITTEE – Thomas Bellick, Chairperson
 - E. PERSONNEL COMMITTEE - Alberta Madonna, Chairperson
 - F. ETHICS COMMITTEE – Alberta Madonna, Chairperson
 - G. SPECIAL COMMITTEES
 - i. SPECIAL COMMITTEE ON PRESERVING SUBSIDIZED HOUSING – Thomas Bellick, Chairperson
 - ii. SPECIAL COMMITTEE ON FAMILY REUNIFICATION PILOT PROGRAM – Marva Isaacs, Chairperson
5. MISCELLANEOUS RESOLUTIONS
6. COMMUNICATIONS
7. REPORT OF EXECUTIVE DIRECTOR - Richard E. Homenick

8. SPECIAL ORDERS
9. UNFINISHED BUSINESS AND GENERAL ORDERS
10. NEW BUSINESS
 - A. 2022 Board Meeting Calendar
11. APPROVAL OF EXECUTIVE SESSION AGENDA
12. ADJOURNMENT

**MINUTES OF THE REGULAR BOARD MEETING OF THE SCHENECTADY
MUNICIPAL HOUSING AUTHORITY HELD ON OCTOBER 26, 2021, AT 5:00 PM**

PRESENT: Thomas Bellick, Marva Isaacs, Haileab Samuel, Joan Johnson

ABSENT: Alberta Madonna, Pauline Kent

STAFF: Richard Homenick, Executive Director; Katie Gregory, Executive Secretary; Mike Jackson, Director of Development Operations; Gregory Hoffman, Attorney

The meeting was called to order at 5:03 pm by the Chairperson, Thomas Bellick.

1. PLEDGE OF ALLEGIANCE

The pledge was recited.

2. PRIVILEGE OF THE FLOOR

No one was present for Privilege of the Floor.

3. APPROVAL OF MINUTES – September 28, 2021

Commissioner Johnson moved and Commissioner Isaacs seconded for review and approval of the board minutes of September 28, 2021.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent)

4. REPORTS AND RESOLUTIONS OF STANDING COMMITTEES

A. FINANCE COMMITTEE – Joan Johnson, Chairperson

Resolution #1: 1st Quarter Vacated Tenant Accounts Receivable Write-Off...\$37,311.28.

Commissioner Johnson moved and Commissioner Kent seconded Resolution #1 for review and approval.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent)

B. BUILDINGS & GROUNDS COMMITTEE, Haileab Samuel, Chairperson

Resolution #2: Change Order #2, \$24,589.31, MPC Construction Services, LLC., Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village

Commissioner Samuel moved and Commissioner Johnson seconded Resolution #2 for review and approval.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent)

Resolution #3: Award of Contract, \$118,800.00, DiGesare Mechanical, Inc., for the Cooling Tower Replacement at Ten Eyck Apartments

Commissioner Samuel moved and Commissioner Isaacs seconded Resolution #3 for review and approval.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent)

Resolution #4: Change Order #1, \$0.00, MPC Construction Services, LLC., Kitchen Upgrades at MacGathan Townhouses – Phase 1

Commissioner Samuel moved and Commissioner Johnson seconded Resolution #4 for review and approval.

Mr. Homenick noted that this delay was due to supply chain demands with the kitchen cabinets.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent).

C. SECTION 8 RENTAL ASSISTANCE PROGRAM COMMITTEE – Joan Johnson, Chairperson.

Commissioner Johnson read the Section 8 report from Francine Forst, Director of Assisted Housing:

“I am happy to report that we are averaging 53 prospective tenants per orientation. Out of the average of 53 who attended, the majority have received vouchers and landlord papers and are actively seeking housing or have submitted their landlord papers for the units they currently reside in. Our occupancy staff and inspectors have been swiftly completing their parts, and tenants have begun to lease up, which is increasing our voucher usage

rate. Our next scheduled orientation is November 15th, and we have pre-dates to continue throughout the winter.” Mr. Homenick also referred to his report under the Annual Plan, Section 8 Administrative Plan.

D. PUBLIC RELATIONS COMMITTEE - Thomas Bellick, Chairperson

Mr. Homenick said they will be planning a groundbreaking for YV II, more info to follow.

E. PERSONNEL COMMITTEE - Alberta Madonna, Chairperson

There was no report.

F. ETHICS COMMITTEE – Alberta Madonna, Chairperson

There was no report.

G. SPECIAL COMMITTEES

i. SPECIAL COMMITTEE ON PRESERVING SUBSIDIZED HOUSING – Thomas, Bellick, Chairperson

Chairperson Bellick reported that we closed on YV II last week. He would like some press when the Boys and Girls clubs moves into the site.

ii. SPECIAL COMMITTEE ON FAMILY REUNIFICATION PILOT PROGRAM – Marva Isaacs, Chairperson

Mr. Jackson reported that the program is no longer active, and Commissioner Samuel suggested we remove it from the agenda. Mr. Hoffman suggested a final presentation at the next meeting noting that the committee could make a recommendation to revisit this or a similar program in the future.

5. MISCELLANEOUS RESOLUTIONS

A. Resolution #5: In Honor of Jean T. Carney, for eight years of service to the Municipal Housing Authority of the City of Schenectady

Commissioner Isaacs moved and Commissioner Samuel seconded Resolution #5 for review and approval.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent).

6. COMMUNICATIONS

There were no communications.

7. REPORT OF EXECUTIVE DIRECTOR - Richard E. Homenick

Mr. Homenick summarized his report with special attention to the Annual Plan distribution.

He also referenced the letter to Edison's Grove asking for Board opinion. There were no thoughts against it, just agreement that we should take advantage of the job creation of this new industry.

8. SPECIAL ORDERS

There were no special orders.

9. UNFINISHED BUSINESS AND GENERAL ORDERS

There was no unfinished business or general orders.

10. NEW BUSINESS.

A. 2022 Annual Plan- this was discussed during the Executive Director's report.

11. APPROVAL OF EXECUTIVE SESSION AGENDA

Commissioner Isaacs moved and Commissioner Johnson seconded to go into Executive Session for reason of (d) discussions regarding proposed, pending, or current litigation.

The motion was passed with 4 ayes, 0 nays, 2 absent. (Madonna, Kent).

Commissioner Johnson moved and Commissioner Isaacs seconded the motion to go back into regular session.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent).

12. ADJOURNMENT

Commissioner Isaacs moved and Commissioner Samuel seconded for adjournment of the October 26, 2021, regular board meeting.

The motion was passed with 4 ayes, 0 nays, 2 absent (Madonna, Kent).

The meeting was adjourned at 5:53pm.

###

Approved

Date

Richard E. Homenick, Executive Secretary

RESOLUTION:

PASSED AT A REGULAR MEETING OF THE MUNICIPAL HOUSING AUTHORITY OF THE CITY OF SCHENECTADY HELD ON NOVEMBER 30, 2021

RE: Award of Bid – Metro Ford for the purchase of a Vehicle Replacement - Truck for the Downtown AMP for \$61,286.18

Commissioner moved and Commissioner seconded the following resolution:

WHEREAS: As required by the Authority's Procurement Policy, the Authority publicly advertised for a Vehicle Replacement – Truck; and

WHEREAS: The Authority received 1 bid from Metro Ford; and

WHEREAS: The bid from Metro Ford meets cost reasonableness

THEREFORE BE IT RESOLVED: That the Board of Commissioners of the Municipal Housing Authority of the City of Schenectady authorizes the purchase of a Vehicle - Truck in the amount of in the amount of \$61,286.18.

The motion was passed with ayes, nays, absent

Certified to be a true copy of the Resolution passed at a regular meeting held on November 30, 2021

Richard E. Homenick, Executive Secretary

Reviewed and approved by Counsel:

Gregory J. Hoffman, SMHA Attorney

RESOLUTION:

PASSED AT A REGULAR MEETING OF THE MUNICIPAL HOUSING AUTHORITY OF THE CITY OF SCHENECTADY HELD ON NOVEMBER 30, 2021.

RE: Change Order #3, \$0.00, MPC Construction Services, LLC., Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village;

Commissioner _____ moved and Commissioner _____ seconded the following Resolution:

WHEREAS: It has come to the attention of the Municipal Housing Authority Board of Commissioners that certain conditions exist at the Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village project that require a contract Change Order relating to the work; and

WHEREAS: This is Change Order #3, Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village; and

WHEREAS: Said changes have been fully explained to the Board of Commissioners and recommended by the Executive Director and Project Architect, Heather Sanders of Synthesis Architects, LLP., with figures provided as follows:

| | |
|---|--------------|
| Original Contract Sum | \$212,682.00 |
| Net Change by Previous Change Orders | \$24,589.31 |
| Contract Sum Prior to this Change Order | \$237,271.31 |
| The Contract Sum will Increase by | \$0.00 |
| The New Contract Sum will be | \$237,271.31 |

There will be a 176 day time extension.
The Contract Completion Date is May 27, 2022.

THEREFORE, BE IT RESOLVED: The Board of Commissioners of the Municipal Housing Authority of the City of Schenectady authorizes approval of Change Order #3 to MPC Construction Services, LLC., for work at Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village.

The motion was passed with _____ ayes, _____ nays, _____ absent

Certified to be a true copy of the resolution passed at the regular meeting held on November 30, 2021.

Richard E. Homenick, Executive Secretary
Reviewed and Approved by Counsel:

Gregory J. Hoffman, SMHA Attorney



AIA Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
 Schenectady Municipal Housing Authority
 Project No. 21-0003
 Building 4 at Schonowee Village
 Millard Street
 Schenectady, NY 12308

CONTRACT INFORMATION:
 Contract For: General Construction
 Date: July 6, 2021

CHANGE ORDER INFORMATION:
 Change Order Number: GC-03
 Date: November 5, 2021

OWNER: *(Name and address)*
 Schenectady Municipal Housing
 Authority, 375 Broadway
 Schenectady, NY 12305

ARCHITECT: *(Name and address)*
 Synthesis Architects, LLP
 162 Jay Street
 Schenectady, NY 12305

CONTRACTOR: *(Name and address)*
 MPC Construction Services, LLC
 2244 Maxon Road Extension
 Schenectady, NY 12308

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Additional time is required to complete this contract as the weather is no longer conducive to painting the exterior steel or applying a sealer to the exterior brick. It should be noted there will be painting when the existing roof is removed and prior to the new roof being installed. This painting will delay the installation of the new roof. The work will be carried over to the spring and then resume when weather is favorable for this work.

| | |
|--|---------------|
| The original Contract Sum was | \$ 212,682.00 |
| The net change by previously authorized Change Orders | \$ 24,589.31 |
| The Contract Sum prior to this Change Order was | \$ 237,271.31 |
| The Contract Sum will be unchanged by this Change Order in the amount of | \$ 0.00 |
| The new Contract Sum including this Change Order will be | \$ 237,271.31 |

The Contract Time will be increased by one hundred seventy-six (176) days.
 The new date of Substantial Completion will be May 27, 2022.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Synthesis Architects, LLP


MPC Construction Services, LLC

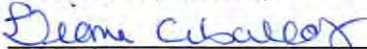
Schenectady Municipal Housing
 Authority

ARCHITECT *(Firm name)*

CONTRACTOR *(Firm name)*

OWNER *(Firm name)*


 SIGNATURE


 SIGNATURE


 SIGNATURE

Heather L. Sanders, Project
 Architect

Diana Ceballos, Secretary

Richard E. Homenick, Executive
 Director

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

11/8/2021
 DATE

11/14/21
 DATE

11/15/2021
 DATE

Board of Commissioners

Alberta Madonna

Marva H. Isaacs

Thomas Bellick, Chairperson

Haileab Samuel

Joan Johnson

Pauline Kent

FINDING OF FACT

The Schenectady Municipal Housing Authority has reviewed its records to ensure all information provided by the Contractor listed below is accurate, and the cause of the delay and the intent were not within the Contractor's control.

CONTRACTOR: MPC Construction Services, LLC.

CHANGE ORDER NUMBER: 3

PROJECT: Exterior Balcony Repairs and Partial Roof Replacement on Building 4 at Schonowee Village

ARCHITECT: Synthesis Architects, LLP.

Reason For Delay: The weather is no longer conducive to painting the exterior steel or applying a sealer to the exterior brick. It should be noted there will be painting when the existing roof is removed, and prior to the new roof being installed. This painting will delay the installation of the new roof. The work will be carried over to the spring and then resume when weather is favorable for this work.

Reviewed and Approved by:



Gregory J. Hoffman, SMHA Counsel

11/10/2021
Date



Project Architect / Engineer

11/4/2021
Date



Executive Director

11/10/2021
Date

Report to the Board of Commissioners
Schenectady Municipal Housing Authority

November 30, 2021

Richard E. Homenick, Executive Director

Federal Fiscal Year (FFY) 2022 HUD Appropriations Bill

FFY2022 appropriations bills have stalled as Congress and the President focus on the Build Back Better Act. The Federal budget process requires Congress and the President to agree on 12 separate annual appropriations bills, including the T-HUD bill, before the fiscal year ends on September 30. The deadline was not met, and to prevent a government shutdown, Congress passed a Continuing Resolution (CR) to keep the government operating through December 3, 2021. It is likely that another CR will be passed to extend funding into 2022. We will continue to operate under the 2021 budget until a new T-HUD bill is passed. The Senate and House T-HUD bills are close in overall funding.

Public Housing Operating Fund: The Senate bill provides the higher figure, coming in at 3.7 percent more than FY2021, which may result in 100 percent funding of the operating fund for the first time in many years.

Public Housing Capital Fund: The Senate bill provides the higher figure, coming in at a 30 percent increase over FY2021 funding.

Section 8 Administrative Fees: The Senate bill provides the higher figure coming in at 16.2 percent more than FY2021. While these funds are critical to the success of the program, recent funding for administrative fees has only been sufficient to support a prorated allocation in the 80 to 85 percent range, so it is welcome news to see funding proposed that will significantly increase administrative fees.

Non-Payment of Rent: Eviction Moratorium & Emergency Rental Assistance Program

I have cited in earlier reports that the Emergency Rental Assistance Program (ERAP) prioritizes applications from families that do not receive a housing subsidy, including Section 8 and Public Housing. However, ERAP success is directly linked to the duration of the eviction moratorium, so it's important to track ERAP progress.

As of 11/14/21, New York State ERAP funds are exhausted for residents with income up to 80 percent Area Median Income, except for these seven counties: Dutchess, Nassau, Niagara, Oneida, Saratoga, Suffolk, Westchester. About \$20.2 million in rent relief has been paid out

among 2,500 applicants to capital region landlords. Through 11/9/21, Schenectady County payments total \$4,284,102 for rent in arrears and prospective rent payments.

Governor Hochul has requested an additional \$1 billion from the federal government for rental assistance. Due to the many families in need of rental assistance, it is likely Governor Hochul will ask the legislature to extend the eviction moratorium, which expires 1/15/22.

The New York State eviction moratorium prevents landlords from evicting tenants who submit a Hardship Declaration to their landlords or the court, thereby halting the eviction case. This in turn causes a hardship for landlords who rely on rent payments to maintain safe and secure apartments, and who must pay property taxes and mortgage payments. A copy of the New York State Hardship Declaration follows this report.

As of 10/31/21, SMHA's tenant accounts receivable for rent was \$760,754.30. This includes 358 families in arrears averaging \$2,125 per family. We are currently able to operate as usual and pay the bills, but this situation is not sustainable.

In September, we resumed the legal process for rent collection while in compliance with the CDC eviction moratorium order, but the results under the moratorium were not great. Of the 72 petitions to court that we served, 43 tenants signed a Hardship Declaration which stopped the eviction process, and 17 tenants paid their balance due.

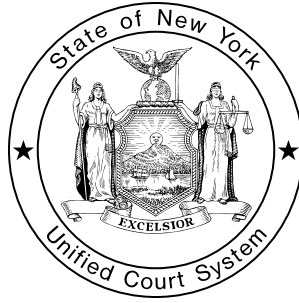
Governor Hochul is concerned that lifting the eviction moratorium will result in a mass wave of evictions across the State. While I share this concern, SMHA is obligated to continue the eviction process against families in arrears, and once the moratorium is lifted tenants will not have the protection of the Hardship Declaration.

Yates Village Phase 2

Buildings B and F have been fenced off from the rest of the property. Building B demolition should begin Monday, 11/22.

We are still in process of relocating families from Buildings C and G. We started with 62 families, and as of 11/17/21, there are 40 families remaining to be relocated.



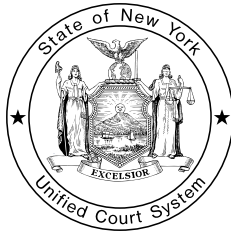


NOTICE TO TENANT:

If you have lost income or had increased costs during the COVID-19 pandemic, or moving would pose a significant health risk for you or a member of your household due to an increased risk for severe illness or death from COVID-19 due to an underlying medical condition, and you sign and deliver this hardship declaration form to your landlord, you may be protected from eviction until at least January 15, 2022 for nonpayment of rent or for holding over after the expiration of your lease. If your landlord files an eviction against you and you provide this form to the landlord or the court, the eviction proceedings will be postponed until January 15, 2022 unless your landlord moves to challenge your declaration of hardship. If the court finds your hardship claim valid, the eviction proceeding will be postponed until after January 15, 2022. While the eviction proceeding is postponed, you may remain in possession of your unit. You may still be evicted for violating your lease by intentionally causing significant damage to the property or persistently and unreasonably engaging in behavior that substantially infringes on the use and enjoyment of other tenants or occupants or causes a substantial safety hazard to others.

If your landlord has provided you with this form, your landlord must also provide you with a mailing address and e-mail address to which you can return this form. If your landlord has already started an eviction proceeding against you, you can return this form to either your landlord, the court, or both at any time. You should keep a copy or picture of the signed form for your records. You will still owe any unpaid rent to your landlord. You should also keep careful track of what you have paid and any amount you still owe.

For more information about legal resources that may be available to you, go to www.nycourts.gov/evictions/nyc/ or call 718-557-1379 if you live in New York City or go to www.nycourts.gov/evictions/outside-nyc/ or call a local bar association or legal services provider if you live outside of New York City. Financial assistance may be available to you, even if you have not qualified for assistance in the past. You should contact your local housing assistance office or the Office of Temporary and Disability Assistance (OTDA) for application information.



Index Number (if known/applicable): _____

County and Court (if known/applicable): _____

TENANT’S DECLARATION OF HARDSHIP DURING THE COVID-19 PANDEMIC

I am a tenant, lawful occupant, or other person responsible for paying rent, use and occupancy, or any other financial obligation under a lease or tenancy agreement at (address of dwelling unit):

YOU MUST INDICATE BELOW YOUR QUALIFICATION FOR EVICTION PROTECTION BY SELECTING OPTION “A” OR “B”, OR BOTH.

- A. I am experiencing financial hardship, and I am unable to pay my rent or other financial obligations under the lease in full or obtain alternative suitable permanent housing because of one or more of the following:
1. Significant loss of household income during the COVID-19 pandemic.
 2. Increase in necessary out-of-pocket expenses related to performing essential work or related to health impacts during the COVID-19 pandemic.
 3. Childcare responsibilities or responsibilities to care for an elderly, disabled, or sick family member during the COVID-19 pandemic have negatively affected my ability or the ability of someone in my household to obtain meaningful employment or earn income or increased my necessary out-of-pocket expenses.
 4. Moving expenses and difficulty I have securing alternative housing make it a hardship for me to relocate to another residence during the COVID-19 pandemic.

5. Other circumstances related to the COVID-19 pandemic have negatively affected my ability to obtain meaningful employment or earn income or have significantly reduced my household income or significantly increased my expenses.

To the extent I have lost household income or had increased expenses, any public assistance, including unemployment insurance, pandemic unemployment assistance, disability insurance, or paid family leave, that I have received since the start of the COVID-19 pandemic does not fully make up for my loss of household income or increased expenses.

- B. Vacating the premises and moving into new permanent housing would pose a significant health risk because I or one or more members of my household have an increased risk for severe illness or death from COVID-19 due to being over the age of sixty-five, having a disability or having an underlying medical condition, which may include but is not limited to being immunocompromised.

I understand that I must comply with all other lawful terms under my tenancy, lease agreement or similar contract. I further understand that lawful fees, penalties or interest for not having paid rent in full or met other financial obligations as required by my tenancy, lease agreement or similar contract may still be charged or collected and may result in a monetary judgment against me. I further understand that my landlord may request a hearing to challenge the certification of hardship made herein, and that I will have the opportunity to participate in any proceedings regarding my tenancy. I further understand that my landlord may be able to seek eviction after January 15, 2022, and that the law may provide certain protections at that time that are separate from those available through this declaration.

Signed: _____

Printed name: _____

Date signed: _____

NOTICE: You are signing and submitting this form under penalty of law. That means it is against the law to make a statement on this form that you know is false.

Central Office Cost Center
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|--|---------------------|---------------------|---------------------|--|
| Revenue | | | | |
| 707100 Management Fee Revenue | 1,165,300.00 | 661,011.91 | 679,758.35 | (18,746.44) |
| 707300 Bookkeeping Fee Revenue | 209,300.00 | 117,097.50 | 122,091.65 | (4,994.15) |
| 707400 Fee for Service - Trash Removal | 441,000.00 | 241,738.42 | 257,250.00 | (15,511.58) |
| 707401 Fee for Service - Legal | 112,370.00 | 86,325.00 | 65,549.15 | 20,775.85 |
| 707402 Fee for Service - IT | 95,900.00 | 47,550.00 | 55,941.65 | (8,391.65) |
| 707406 Fee for Service - LBP Clearance Testing | 25,900.00 | 6,677.00 | 15,108.35 | (8,431.35) |
| Total Operating Revenue | 2,049,770.00 | 1,160,399.83 | 1,195,699.15 | (35,299.32) |
| Administrative Expenses | | | | |
| 911000 Administrative Salaries | 1,061,700.00 | 645,409.71 | 619,325.00 | (26,084.71) |
| 912000 Auditing Fees | 500.00 | 500.00 | 291.65 | (208.35) |
| 915000 Employee Benefit Contributions - Admin. | 299,400.00 | 217,252.69 | 174,650.00 | (42,602.69) |
| 916000 Office Supplies | 5,250.00 | 2,767.48 | 3,062.50 | 295.02 |
| 916001 Membership Dues and Fees | 1,400.00 | 1,314.00 | 816.65 | (497.35) |
| 916002 Telephone | 10,850.00 | 4,457.94 | 6,329.15 | 1,871.21 |
| 916003 Publications and Subscriptions | 2,000.00 | 1,643.13 | 1,166.65 | (476.48) |
| 916004 Computer Supplies | 12,500.00 | 9,646.23 | 7,291.65 | (2,354.58) |
| 916005 Administrative Contracts | 19,050.00 | 38,799.85 | 11,112.50 | (27,687.35) |
| 916006 Postage | 4,000.00 | 2,242.63 | 2,333.35 | 90.72 |
| 919000 Other Expenses | 7,700.00 | 5,274.59 | 4,491.65 | (782.94) |
| 919001 Advertising - Bids | 250.00 | 550.00 | 145.85 | (404.15) |
| 916007 Staff Training | 2,000.00 | 3,676.00 | 1,166.65 | (2,509.35) |
| 918000 Travel | 2,000.00 | 247.80 | 1,166.65 | 918.85 |
| Total Administrative Expenses | 1,428,600.00 | 933,782.05 | 833,349.90 | (100,432.15) |
| Utilities | | | | |
| 931000 Water | 400.00 | 146.50 | 233.35 | 86.85 |
| 932000 Electricity | 1,650.00 | 1,206.23 | 962.50 | (243.73) |
| 933000 Gas | 1,500.00 | 730.68 | 875.00 | 144.32 |
| Total Utilities Expense | 3,550.00 | 2,083.41 | 2,070.85 | (12.56) |
| Maintenance Expenses | | | | |
| 941000 Maintenance Salaries | 74,300.00 | 59,438.35 | 43,341.65 | (16,096.70) |
| 945000 Employee Benefit Contribution - Maint. | 16,400.00 | 14,952.08 | 9,566.65 | (5,385.43) |
| 942003 Automtive Parts | 250.00 | 916.68 | 145.85 | (770.83) |
| 942004 Cleaning Supplies | 0.00 | 2.73 | 0.00 | (2.73) |
| 942009 Gasoline | 2,500.00 | 1,381.50 | 1,458.35 | 76.85 |
| 942012 Trash and Refuse Removal Supplies | 0.00 | 44.02 | 0.00 | (44.02) |
| 942014 Safety Supplies | 500.00 | 161.28 | 291.65 | 130.37 |
| 942015 Miscellaneous Supplies | 3,500.00 | 2,037.84 | 2,041.65 | 3.81 |
| 942017 Uniforms | 250.00 | 113.70 | 145.85 | 32.15 |
| 943010 Vehicle Repair | 1,600.00 | 3,889.70 | 933.35 | (2,956.35) |
| 943013 Miscellaneous Contracts | 0.00 | 311.51 | 0.00 | (311.51) |
| 943021 Garbage and Trash Removal Contracts | 99,000.00 | 69,819.59 | 57,750.00 | (12,069.59) |
| Total Maintenance Expenses | 198,300.00 | 153,068.98 | 115,675.00 | (37,393.98) |

Central Office Cost Center
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|---|------------------|--------------|------------|--|
| Insurance Expense | | | | |
| 961200 Liability Insurance | 2,050.00 | 1,206.17 | 1,195.85 | (10.32) |
| 961300 Worker's Compensation Insurance | 20,100.00 | 15,408.03 | 11,725.00 | (3,683.03) |
| 961400 Other Insurance | 2,700.00 | 1,571.43 | 1,575.00 | 3.57 |
| Total Insurance Expense | 24,850.00 | 18,185.63 | 14,495.85 | (3,689.78) |
| General Expenses | | | | |
| 945120 Post Retirement Expense | 56,350.00 | 36,864.53 | 32,870.85 | (3,993.68) |
| Total General Expenses | 56,350.00 | 36,864.53 | 32,870.85 | (3,993.68) |
| Total Operating Expenses | 1,711,650.00 | 1,143,984.60 | 998,462.45 | (145,522.15) |
| Excess Revenues Over Expenses from Operations | 338,120.00 | 16,415.23 | 197,236.70 | (180,821.47) |
| Other Income | | | | |
| 711000 Investment Income | 1,950.00 | 348.61 | 1,137.50 | (788.89) |
| 712000 Mortgage Interest Income | 1,150.00 | 622.60 | 670.85 | (48.25) |
| 715000 Other Revenue | 0.00 | 3,774.16 | 0.00 | 3,774.16 |
| Total Other Income | 3,100.00 | 4,745.37 | 1,808.35 | 2,937.02 |
| Excess Revenues Over Expenses | 341,220.00 | 21,160.60 | 199,045.05 | (177,884.45) |

Downtown AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|--|------------------|--------------|--------------|--|
| Revenue | | | | |
| 703000 Dwelling Rent | 1,518,000.00 | 941,821.96 | 885,500.00 | 56,321.96 |
| Less:703001 Vacancy Loss | 30,360.00 | 27,855.87 | 17,710.00 | (10,145.87) |
| Net Dwelling Rent | 1,487,640.00 | 913,966.09 | 867,790.00 | 46,176.09 |
| Other Tenant Revenue | | | | |
| 704001 Late Fees | 6,700.00 | 9,988.55 | 3,908.35 | 6,080.20 |
| 704002 Damages | 7,900.00 | 11,065.42 | 4,608.35 | 6,457.07 |
| 704003 Excess Utilities | 20,400.00 | 18,873.95 | 11,900.00 | 6,973.95 |
| 714000 Fraud Recovery | 0.00 | 1,266.66 | 0.00 | 1,266.66 |
| 704007 MAP Fees | 19,800.00 | 10,169.00 | 11,550.00 | (1,381.00) |
| Total Other Tenant Revenue | 54,800.00 | 51,363.58 | 31,966.70 | 19,396.88 |
| 706000 Operating Subsidy | 1,239,320.00 | 762,308.00 | 722,936.65 | 39,371.35 |
| 715000 Other Revenue | 23,700.00 | 38,129.72 | 13,825.00 | 24,304.72 |
| 715100 Non-Dwelling Rental Income | 33,100.00 | 19,299.00 | 19,308.35 | (9.35) |
| 100100 Operating Transfers In | 308,500.00 | 182,387.22 | 179,958.35 | 2,428.87 |
| 711000 Interest Income | 1,700.00 | 354.84 | 991.65 | (636.81) |
| Total Revenue | 3,148,760.00 | 1,967,808.45 | 1,836,776.70 | 131,031.75 |
| Operating Expenses | | | | |
| Project Based Fees | | | | |
| 913000 Management Fee | 304,300.00 | 179,824.26 | 177,508.35 | (2,315.91) |
| 913100 Bookeeping Fee | 36,700.00 | 21,202.50 | 21,408.35 | 205.85 |
| Total Project Based Fees | 341,000.00 | 201,026.76 | 198,916.70 | (2,110.06) |
| Administrative Expenses | | | | |
| 911000 Administrative Salaries | 220,000.00 | 121,184.54 | 128,333.35 | 7,148.81 |
| 912000 Auditing Fees | 2,750.00 | 2,100.00 | 1,604.15 | (495.85) |
| 915000 Employee Benefit Contribution | 64,100.00 | 30,011.98 | 37,391.65 | 7,379.67 |
| 916000 Office Supplies | 4,200.00 | 5,495.45 | 2,450.00 | (3,045.45) |
| 916001 Membership Dues and Fees | 700.00 | 688.00 | 408.35 | (279.65) |
| 916002 Telephone | 9,700.00 | 5,657.46 | 5,658.35 | 0.89 |
| 916003 Publications and Subscription | 200.00 | 0.00 | 116.65 | 116.65 |
| 916004 Computer Supplies | 10,700.00 | 4,724.83 | 6,241.65 | 1,516.82 |
| 916005 Administrative Contracts | 9,300.00 | 4,730.52 | 5,425.00 | 694.48 |
| 916006 Postage | 5,000.00 | 3,278.17 | 2,916.65 | (361.52) |
| 916007 Staff Training | 200.00 | 650.00 | 116.65 | (533.35) |
| 916008 IT- Fee for Service | 24,000.00 | 9,900.00 | 14,000.00 | 4,100.00 |
| 917000 Legal Expense-Fee for Service | 33,050.00 | 23,475.00 | 19,279.15 | (4,195.85) |
| 919000 Other Expenses | 0.00 | 75.94 | 0.00 | (75.94) |
| 919002 Tenant Screening | 900.00 | 320.51 | 525.00 | 204.49 |
| 919001 Advertising- Bids | 200.00 | 1,030.10 | 116.65 | (913.45) |
| Total Administrative Expenses | 726,000.00 | 414,349.26 | 423,499.95 | 9,150.69 |
| Tenant Services | | | | |
| 921000 Tenant Services- Salaries | 111,100.00 | 64,464.88 | 64,808.35 | 343.47 |
| 923000 Employee Benefits-Tenant Services | 41,130.00 | 23,672.73 | 23,992.50 | 319.77 |
| 924000 Tenant Services Other | 2,750.00 | 2,344.17 | 1,604.15 | (740.02) |
| Total Tenant Services | 154,980.00 | 90,481.78 | 90,405.00 | (76.78) |
| Utilities Expense | | | | |
| 931000 Water | 87,550.00 | 43,189.94 | 51,070.85 | 7,880.91 |
| 932000 Electricity | 244,000.00 | 154,230.09 | 142,333.35 | (11,896.74) |
| 933000 Gas | 62,800.00 | 20,003.47 | 36,633.35 | 16,629.88 |
| Total Utility Expenses | 394,350.00 | 217,423.50 | 230,037.55 | 12,614.05 |

Downtown AMP

Statement of Revenues and Expenses

For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|--|------------------|------------|------------|--|
| Ordinary Maintenance Operations | | | | |
| 941000 Ordinary Maint & Operations- Labor | 417,000.00 | 249,933.97 | 243,250.00 | (6,683.97) |
| 945000 Employee Benefit Contributions-Maint. | 113,300.00 | 75,074.92 | 66,091.65 | (8,983.27) |
| Maintenance Materials | | | | |
| 942000 Electrical Supplies | 4,800.00 | 3,031.25 | 2,800.00 | (231.25) |
| 942001 Plumbing Supplies | 14,200.00 | 14,541.02 | 8,283.35 | (6,257.67) |
| 942002 HVAC Supplies | 5,100.00 | 5,648.82 | 2,975.00 | (2,673.82) |
| 942003 Automotive Parts | 1,000.00 | 30.00 | 583.35 | 553.35 |
| 942004 Cleaning Supplies & Chemical | 30,000.00 | 11,199.84 | 17,500.00 | 6,300.16 |
| 942005 Appliance Parts | 4,100.00 | 1,920.22 | 2,391.65 | 471.43 |
| 942006 Small Tools | 2,000.00 | 819.11 | 1,166.65 | 347.54 |
| 942007 Windows, Doors, Glass & Screens | 2,400.00 | 143.65 | 1,400.00 | 1,256.35 |
| 942008 Painting Supplies | 5,700.00 | 4,806.45 | 3,325.00 | (1,481.45) |
| 942009 Gasoline | 2,000.00 | 890.16 | 1,166.65 | 276.49 |
| 942010 Salt, Sand & Ice Melt | 6,000.00 | 1,975.22 | 3,500.00 | 1,524.78 |
| 942011 Ground Maintenance Supplies | 5,500.00 | 7,951.63 | 3,208.35 | (4,743.28) |
| 942012 Trash and Refuse Removal Supplies | 3,700.00 | 3,706.77 | 2,158.35 | (1,548.42) |
| 942013 Building Materials | 4,700.00 | 5,425.46 | 2,741.65 | (2,683.81) |
| 942014 Safety Supplies | 5,300.00 | 1,575.54 | 3,091.65 | 1,516.11 |
| 942015 Miscellaneous Supplies | 3,200.00 | 1,791.73 | 1,866.65 | 74.92 |
| 942016 Door and Window Hardware | 3,200.00 | 126.60 | 1,866.65 | 1,740.05 |
| 942017 Uniforms | 3,500.00 | 3,301.09 | 2,041.65 | (1,259.44) |
| 942018 Expendable Equipment-Appliances | 6,500.00 | 5,530.28 | 3,791.65 | (1,738.63) |
| 942019 Keys and Locksets | 2,000.00 | 2,042.38 | 1,166.65 | (875.73) |
| Total Maintenance Materials | 114,900.00 | 76,457.22 | 67,024.90 | (9,432.32) |
| Maintenance Contracts | | | | |
| 943000 Extermination Contracts | 13,100.00 | 10,663.25 | 7,641.65 | (3,021.60) |
| 943001 Plumbing Contracts | 10,000.00 | 21,254.61 | 5,833.35 | (15,421.26) |
| 943002 Electrical Contracts | 4,800.00 | 2,517.20 | 2,800.00 | 282.80 |
| 943003 HVAC Contracts | 0.00 | (3,613.26) | 0.00 | 3,613.26 |
| 943004 Roofing Contracts | 12,000.00 | 0.00 | 7,000.00 | 7,000.00 |
| 943005 Answering Service | 5,000.00 | 2,518.64 | 2,916.65 | 398.01 |
| 943006 Fire Alarms Repairs & Inspection | 11,200.00 | 14,472.65 | 6,533.35 | (7,939.30) |
| 943007 Medical Waste Removal | 1,300.00 | 0.00 | 758.35 | 758.35 |
| 943008 Painting Contracts | 100,000.00 | 0.00 | 58,333.35 | 58,333.35 |
| 943009 Landscaping and Tree Removal | 2,000.00 | 7.00 | 1,166.65 | 1,159.65 |
| 943010 Vehicle Repair | 1,500.00 | 362.52 | 875.00 | 512.48 |
| 943011 Elevators | 32,000.00 | 27,523.63 | 18,666.65 | (8,856.98) |
| 943012 Mover Contracts | 0.00 | 1,897.00 | 0.00 | (1,897.00) |
| 943013 Miscellaneous Contracts | 15,000.00 | 15,822.46 | 8,750.00 | (7,072.46) |
| 943014 Trash Collection - Fee for Services | 194,500.00 | 112,344.98 | 113,458.35 | 1,113.37 |
| 943016 EPC Performance and Maintenance | 6,650.00 | 8,921.95 | 3,879.15 | (5,042.80) |
| 943019 LBP Clearance Testing | 15,600.00 | 2,827.00 | 9,100.00 | 6,273.00 |
| Total Maintenance Contracts | 424,650.00 | 217,519.63 | 247,712.50 | 30,192.87 |
| Total Ordinary Maintenance Operations | 1,069,850.00 | 618,985.74 | 624,079.05 | 5,093.31 |
| Protective Services Contracts | | | | |
| 952000 Protective Services Contracts | 8,630.00 | 5,034.40 | 5,034.15 | (0.25) |

Downtown AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|---|------------------|--------------|--------------|--|
| Insurance Expense | | | | |
| 961100 Property Insurance | 67,850.00 | 39,562.25 | 39,579.15 | 16.90 |
| 961200 Liability Insurance | 41,950.00 | 24,461.08 | 24,470.85 | 9.77 |
| 961300 Worker's Compensation Insurance | 45,650.00 | 26,558.98 | 26,629.15 | 70.17 |
| 961400 Other Insurance | 6,650.00 | 4,404.39 | 3,879.15 | (525.24) |
| Total Insurance Expense | 162,100.00 | 94,986.70 | 94,558.30 | (428.40) |
| Other General Expense | | | | |
| 945120 Post Retirement Expense | 159,150.00 | 99,024.06 | 92,837.50 | (6,186.56) |
| 964000 Bad Debts- Tenant Rents | 21,650.00 | 5,729.79 | 12,629.15 | 6,899.36 |
| 962001 Collection and Sheriff Fees | 16,900.00 | 2,137.00 | 9,858.35 | 7,721.35 |
| 962003 FSS Excrow Expense | 600.00 | 420.00 | 350.00 | (70.00) |
| 967100 Interest of Mortgage Payable | 24,094.00 | 14,317.21 | 14,054.85 | (262.36) |
| Total 962000 General Expense | 222,394.00 | 121,628.06 | 129,729.85 | 8,101.79 |
| Total Operating Expense | 2,738,304.00 | 1,562,889.44 | 1,597,343.85 | 34,454.41 |
| Excess Revenues Over Expenses from Operations | 410,456.00 | 404,919.01 | 239,432.85 | 165,486.16 |
| Other Income/Expense | | | | |
| Other Expense | | | | |
| 972000 Casualty Loss (Gain) | 0.00 | (28,263.18) | 0.00 | 28,263.18 |
| Total Other Expense | 0.00 | 28,263.18 | 0.00 | (28,263.18) |
| Excess Revenues Over Expenses | 410,456.00 | 433,182.19 | 239,432.85 | 193,749.34 |

Eastside AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|--|------------------|--------------|--------------|--|
| Revenue | | | | |
| 703000 Dwelling Rent | 1,430,000.00 | 818,622.60 | 834,166.65 | (15,544.05) |
| Less:703001 Vacancy Loss | 71,500.00 | 35,618.16 | 41,708.35 | 6,090.19 |
| Net Dwelling Rent | 1,358,500.00 | 783,004.44 | 792,458.30 | (9,453.86) |
| Other Tenant Revenue | | | | |
| 704001 Late Fees | 9,000.00 | 12,268.70 | 5,250.00 | 7,018.70 |
| 704002 Damages | 3,250.00 | 6,210.84 | 1,895.85 | 4,314.99 |
| 704003 Excess Utilities | 85,300.00 | 68,661.71 | 49,758.35 | 18,903.36 |
| Total Other Tenant Revenue | 97,550.00 | 87,141.25 | 56,904.20 | 30,237.05 |
| 706000 Operating Subsidy | 1,159,520.00 | 651,307.00 | 676,386.65 | (25,079.65) |
| 715000 Other Revenue | 7,100.00 | 25,582.71 | 4,141.65 | 21,441.06 |
| 715001 Forfeited FSS Escrow | 0.00 | 374.57 | 0.00 | 374.57 |
| 715100 Non-Dwelling Rental Income | 4,250.00 | 6,000.00 | 2,479.15 | 3,520.85 |
| 100100 Operating Transfers In | 329,100.00 | 198,934.07 | 191,975.00 | 6,959.07 |
| 711000 Interest Income | 1,150.00 | 858.46 | 670.85 | 187.61 |
| Total Revenue | 2,957,170.00 | 1,753,202.50 | 1,725,015.80 | 28,186.70 |
| Operating Expenses | | | | |
| Project Based Fees | | | | |
| 913000 Management Fee | 221,000.00 | 132,251.50 | 128,916.65 | (3,334.85) |
| 913100 Bookeeping Fee | 26,700.00 | 15,592.50 | 15,575.00 | (17.50) |
| Total Project Based Fees | 247,700.00 | 147,844.00 | 144,491.65 | (3,352.35) |
| Administrative Expenses | | | | |
| 911000 Administrative Salaries | 117,100.00 | 78,836.94 | 68,308.35 | (10,528.59) |
| 912000 Auditing Fees | 2,750.00 | 1,900.00 | 1,604.15 | (295.85) |
| 915000 Employee Benefit Contribution | 41,200.00 | 28,987.14 | 24,033.35 | (4,953.79) |
| 916000 Office Supplies | 3,000.00 | 4,759.28 | 1,750.00 | (3,009.28) |
| 916001 Membership Dues and Fees | 500.00 | 499.00 | 291.65 | (207.35) |
| 916002 Telephone | 7,700.00 | 3,889.57 | 4,491.65 | 602.08 |
| 916003 Publications and Subscription | 150.00 | 0.00 | 87.50 | 87.50 |
| 916004 Computer Supplies | 9,200.00 | 5,130.43 | 5,366.65 | 236.22 |
| 916005 Administrative Contracts | 9,600.00 | 5,017.92 | 5,600.00 | 582.08 |
| 916006 Postage | 5,000.00 | 2,686.27 | 2,916.65 | 230.38 |
| 916007 Staff Training | 500.00 | 1,349.00 | 291.65 | (1,057.35) |
| 916008 IT- Fee for Service | 21,700.00 | 8,800.00 | 12,658.35 | 3,858.35 |
| 917000 Legal Expense-Fee for Service | 31,150.00 | 20,775.00 | 18,170.85 | (2,604.15) |
| 918000 Travel | 200.00 | 161.35 | 116.65 | (44.70) |
| 919000 Other Expenses | 0.00 | 211.98 | 0.00 | (211.98) |
| 919002 Tenant Screening | 650.00 | 232.74 | 379.15 | 146.41 |
| 919001 Advertising- Bids | 1,200.00 | 578.22 | 700.00 | 121.78 |
| Total Administrative Expenses | 499,300.00 | 311,658.84 | 291,258.25 | (20,400.59) |
| Tenant Services | | | | |
| 921000 Tenant Services- Salaries | 0.00 | 228.32 | 0.00 | (228.32) |
| 922000 Relocation Costs | 0.00 | 1,398.00 | 0.00 | (1,398.00) |
| 923000 Employee Benefits-Tenant Services | 0.00 | 49.25 | 0.00 | (49.25) |
| 924000 Tenant Services Other | 900.00 | 431.16 | 525.00 | 93.84 |
| Total Tenant Services | 900.00 | 2,106.73 | 525.00 | (1,581.73) |
| Utilities Expense | | | | |
| 931000 Water | 160,500.00 | 81,983.16 | 93,625.00 | 11,641.84 |
| 932000 Electricity | 153,000.00 | 118,310.95 | 89,250.00 | (29,060.95) |
| 933000 Gas | 92,000.00 | 41,726.33 | 53,666.65 | 11,940.32 |
| Total Utility Expenses | 405,500.00 | 242,020.44 | 236,541.65 | (5,478.79) |

Eastside AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|--|------------------|------------|------------|--|
| Ordinary Maintenance Operations | | | | |
| 941000 Ordinary Maint & Operations- Labor | 403,000.00 | 281,392.42 | 235,083.35 | (46,309.07) |
| 945000 Employee Benefit Contributions-Maint. | 182,650.00 | 106,653.73 | 106,545.85 | (107.88) |
| Maintenance Materials | | | | |
| 942000 Electrical Supplies | 6,700.00 | 5,008.99 | 3,908.35 | (1,100.64) |
| 942001 Plumbing Supplies | 25,600.00 | 9,261.42 | 14,933.35 | 5,671.93 |
| 942002 HVAC Supplies | 5,800.00 | 735.20 | 3,383.35 | 2,648.15 |
| 942003 Automotive Parts | 475.00 | 1,027.50 | 277.10 | (750.40) |
| 942004 Cleaning Supplies & Chemical | 10,700.00 | 6,341.99 | 6,241.65 | (100.34) |
| 942005 Appliance Parts | 5,300.00 | 3,134.12 | 3,091.65 | (42.47) |
| 942006 Small Tools | 3,200.00 | 768.70 | 1,866.65 | 1,097.95 |
| 942007 Windows, Doors, Glass & Screens | 1,900.00 | 4,442.80 | 1,108.35 | (3,334.45) |
| 942008 Painting Supplies | 7,900.00 | 3,069.74 | 4,608.35 | 1,538.61 |
| 942009 Gasoline | 1,700.00 | 1,146.58 | 991.65 | (154.93) |
| 942010 Salt, Sand & Ice Melt | 2,000.00 | 1,316.81 | 1,166.65 | (150.16) |
| 942011 Ground Maintenance Supplies | 16,900.00 | 6,373.88 | 9,858.35 | 3,484.47 |
| 942012 Trash and Refuse Removal Supplies | 1,900.00 | 70.00 | 1,108.35 | 1,038.35 |
| 942013 Building Materials | 10,200.00 | 7,291.70 | 5,950.00 | (1,341.70) |
| 942014 Safety Supplies | 600.00 | 13.08 | 350.00 | 336.92 |
| 942015 Miscellaneous Supplies | 33,460.00 | 31,373.41 | 19,518.35 | (11,855.06) |
| 942017 Uniforms | 3,200.00 | 2,648.62 | 1,866.65 | (781.97) |
| 942018 Expendable Equipment-Appliances | 9,900.00 | 9,934.01 | 5,775.00 | (4,159.01) |
| 942019 Keys and Locksets | 1,000.00 | 966.32 | 583.35 | (382.97) |
| Total Maintenance Materials | 148,435.00 | 94,924.87 | 86,587.15 | (8,337.72) |
| Maintenance Contracts | | | | |
| 943000 Extermination Contracts | 9,600.00 | 2,245.75 | 5,600.00 | 3,354.25 |
| 943001 Plumbing Contracts | 3,000.00 | 1,500.00 | 1,750.00 | 250.00 |
| 943002 Electrical Contracts | 500.00 | 0.00 | 291.65 | 291.65 |
| 943003 HVAC Contracts | 3,200.00 | 1,887.00 | 1,866.65 | (20.35) |
| 943005 Answering Service | 3,600.00 | 1,828.89 | 2,100.00 | 271.11 |
| 943006 Fire Alarms Repairs & Inspection | 3,400.00 | 1,873.20 | 1,983.35 | 110.15 |
| 943009 Landscaping and Tree Removal | 16,700.00 | 0.00 | 9,741.65 | 9,741.65 |
| 943010 Vehicle Repair | 150.00 | 1,505.46 | 87.50 | (1,417.96) |
| 943011 Elevators | 1,900.00 | 1,085.00 | 1,108.35 | 23.35 |
| 943013 Miscellaneous Contracts | 0.00 | 1,701.00 | 0.00 | (1,701.00) |
| 943014 Trash Collection - Fee for Services | 141,300.00 | 82,619.46 | 82,425.00 | (194.46) |
| 943016 EPC Performance and Maintenance | 14,100.00 | 18,880.57 | 8,225.00 | (10,655.57) |
| 943019 LBP Clearance Testing | 10,300.00 | 3,850.00 | 6,008.35 | 2,158.35 |
| Total Maintenance Contracts | 207,750.00 | 118,976.33 | 121,187.50 | 2,211.17 |
| Total Ordinary Maintenance Operations | 941,835.00 | 601,947.35 | 549,403.85 | (52,543.50) |
| Protective Services Contracts | | | | |
| 952000 Protective Services Contracts | 7,550.00 | 4,405.10 | 4,404.15 | (0.95) |
| Insurance Expense | | | | |
| 961100 Property Insurance | 84,450.00 | 49,243.81 | 49,262.50 | 18.69 |
| 961200 Liability Insurance | 46,500.00 | 26,919.48 | 27,125.00 | 205.52 |
| 961300 Worker's Compensation Insurance | 38,700.00 | 27,367.66 | 22,575.00 | (4,792.66) |
| 961400 Other Insurance | 6,800.00 | 3,961.30 | 3,966.65 | 5.35 |
| Total Insurance Expense | 176,450.00 | 107,492.25 | 102,929.15 | (4,563.10) |

Eastside AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|-------------------------------------|------------------|--------------|--------------|--|
| Other General Expense | | | | |
| 945120 Post Retirement Expense | 88,400.00 | 51,666.99 | 51,566.65 | (100.34) |
| 964000 Bad Debts- Tenant Rents | 46,700.00 | 20,078.07 | 27,241.65 | 7,163.58 |
| 962001 Collection and Sheriff Fees | 17,000.00 | 2,256.00 | 9,916.65 | 7,660.65 |
| 962003 FSS Excrow Expense | 133,500.00 | 63,237.00 | 77,875.00 | 14,638.00 |
| 967100 Interest of Mortgage Payable | 50,987.00 | 30,297.98 | 29,742.40 | (555.58) |
| Total 962000 General Expense | 336,587.00 | 167,536.04 | 196,342.35 | 28,806.31 |
| Total Operating Expense | 2,368,122.00 | 1,437,166.75 | 1,381,404.40 | (55,762.35) |
| Excess Revenues Over Expenses | 589,048.00 | 316,035.75 | 343,611.40 | (27,575.65) |

Yates Village AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|--------------------------------------|---------------------|---------------------|---------------------|--|
| Revenue | | | | |
| 703000 Dwelling Rent | 793,000.00 | 451,871.02 | 462,583.35 | (10,712.33) |
| Less:703001 Vacancy Loss | 15,860.00 | 109,917.75 | 9,251.65 | (100,666.10) |
| Net Dwelling Rent | <u>777,140.00</u> | <u>341,953.27</u> | <u>453,331.70</u> | <u>(111,378.43)</u> |
| Other Tenant Revenue | | | | |
| 704001 Late Fees | 7,700.00 | 4,266.74 | 4,491.65 | (224.91) |
| 704002 Damages | 4,200.00 | 2,648.10 | 2,450.00 | 198.10 |
| 704003 Excess Utilities | 63,900.00 | 25,107.34 | 37,275.00 | (12,167.66) |
| 714000 Fraud Recovery | 0.00 | 1,523.81 | 0.00 | 1,523.81 |
| Total Other Tenant Revenue | <u>75,800.00</u> | <u>33,545.99</u> | <u>44,216.65</u> | <u>(10,670.66)</u> |
| 706000 Operating Subsidy | 1,173,420.00 | 686,117.00 | 684,495.00 | 1,622.00 |
| 715000 Other Revenue | 4,200.00 | 104,820.22 | 2,450.00 | 102,370.22 |
| 715100 Non-Dwelling Rental Income | 0.00 | 24,840.00 | 0.00 | 24,840.00 |
| 100100 Operating Transfers In | 63,300.00 | 37,621.06 | 36,925.00 | 696.06 |
| 711000 Interest Income | 250.00 | 90.54 | 145.85 | (55.31) |
| Total Revenue | <u>2,094,110.00</u> | <u>1,228,988.08</u> | <u>1,221,564.20</u> | <u>7,423.88</u> |
| Operating Expenses | | | | |
| Project Based Fees | | | | |
| 913000 Management Fee | 164,600.00 | 74,804.09 | 96,016.65 | 21,212.56 |
| 913100 Bookkeeping Fee | 19,900.00 | 8,827.50 | 11,608.35 | 2,780.85 |
| Total Project Based Fees | <u>184,500.00</u> | <u>83,631.59</u> | <u>107,625.00</u> | <u>23,993.41</u> |
| Administrative Expenses | | | | |
| 911000 Administrative Salaries | 185,150.00 | 59,917.33 | 108,004.15 | 48,086.82 |
| 912000 Auditing Fees | 2,750.00 | 1,300.00 | 1,604.15 | 304.15 |
| 915000 Employee Benefit Contribution | 56,300.00 | 24,145.85 | 32,841.65 | 8,695.80 |
| 916000 Office Supplies | 2,100.00 | 1,422.08 | 1,225.00 | (197.08) |
| 916001 Membership Dues and Fees | 350.00 | 372.00 | 204.15 | (167.85) |
| 916002 Telephone | 9,000.00 | 5,126.12 | 5,250.00 | 123.88 |
| 916003 Publications and Subscription | 100.00 | 0.00 | 58.35 | 58.35 |
| 916004 Computer Supplies | 7,650.00 | 3,250.28 | 4,462.50 | 1,212.22 |
| 916005 Administrative Contracts | 32,400.00 | 51,376.68 | 18,900.00 | (32,476.68) |
| 916006 Postage | 3,900.00 | 1,479.37 | 2,275.00 | 795.63 |
| 916007 Staff Training | 2,500.00 | 650.00 | 1,458.35 | 808.35 |
| 916008 IT- Fee for Service | 18,500.00 | 8,350.00 | 10,791.65 | 2,441.65 |
| 917000 Legal Expense-Fee for Service | 33,570.00 | 28,350.00 | 19,582.50 | (8,767.50) |
| 917001 Legal Expense | 15,000.00 | (19,787.96) | 8,750.00 | 28,537.96 |
| 918000 Travel | 150.00 | 0.00 | 87.50 | 87.50 |
| 919000 Other Expenses | 300.00 | 886.97 | 175.00 | (711.97) |
| 919002 Tenant Screening | 500.00 | 173.35 | 291.65 | 118.30 |
| 919001 Advertising- Bids | 150.00 | 150.17 | 87.50 | (62.67) |
| Total Administrative Expenses | <u>554,870.00</u> | <u>250,793.83</u> | <u>323,674.10</u> | <u>72,880.27</u> |
| Tenant Services | | | | |
| 924000 Tenant Services Other | 500.00 | 321.19 | 291.65 | (29.54) |
| Total Tenant Services | <u>500.00</u> | <u>321.19</u> | <u>291.65</u> | <u>(29.54)</u> |
| Utilities Expense | | | | |
| 931000 Water | 85,600.00 | 41,678.99 | 49,933.35 | 8,254.36 |
| 932000 Electricity | 221,800.00 | 115,347.81 | 129,383.35 | 14,035.54 |
| 933000 Gas | 54,100.00 | 18,072.09 | 31,558.35 | 13,486.26 |
| Total Utility Expenses | <u>361,500.00</u> | <u>175,098.89</u> | <u>210,875.05</u> | <u>35,776.16</u> |

Yates Village AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|---|------------------|------------|------------|--|
| Ordinary Maintenance Operations | | | | |
| 941000 Ordinary Maint & Operations- Labor | 322,250.00 | 147,420.36 | 187,979.15 | 40,558.79 |
| 941001 Maintenance Salaries - Northside Village | 0.00 | 29,737.03 | 0.00 | (29,737.03) |
| 945000 Employee Benefit Contributions-Maint. | 105,000.00 | 52,532.05 | 61,250.00 | 8,717.95 |
| 945001 Employee Benefits - Northside Village | 0.00 | 9,542.58 | 0.00 | (9,542.58) |
| Maintenance Materials | | | | |
| 942000 Electrical Supplies | 3,600.00 | 570.75 | 2,100.00 | 1,529.25 |
| 942001 Plumbing Supplies | 5,100.00 | 5,547.20 | 2,975.00 | (2,572.20) |
| 942002 HVAC Supplies | 6,100.00 | 81.60 | 3,558.35 | 3,476.75 |
| 942003 Automotive Parts | 750.00 | 493.73 | 437.50 | (56.23) |
| 942004 Cleaning Supplies & Chemical | 13,000.00 | 1,569.08 | 7,583.35 | 6,014.27 |
| 942005 Appliance Parts | 4,300.00 | 1,453.98 | 2,508.35 | 1,054.37 |
| 942006 Small Tools | 800.00 | 3.19 | 466.65 | 463.46 |
| 942007 Windows, Doors, Glass & Screens | 550.00 | 1,202.09 | 320.85 | (881.24) |
| 942008 Painting Supplies | 500.00 | 340.45 | 291.65 | (48.80) |
| 942009 Gasoline | 1,800.00 | 1,395.01 | 1,050.00 | (345.01) |
| 942010 Salt, Sand & Ice Melt | 8,900.00 | 1,646.01 | 5,191.65 | 3,545.64 |
| 942011 Ground Maintenance Supplies | 24,700.00 | 5,843.13 | 14,408.35 | 8,565.22 |
| 942012 Trash and Refuse Removal Supplies | 500.00 | 123.64 | 291.65 | 168.01 |
| 942013 Building Materials | 700.00 | 1,103.88 | 408.35 | (695.53) |
| 942014 Safety Supplies | 1,150.00 | 70.64 | 670.85 | 600.21 |
| 942015 Miscellaneous Supplies | 350.00 | 930.90 | 204.15 | (726.75) |
| 942016 Door and Window Hardware | 500.00 | 0.00 | 291.65 | 291.65 |
| 942017 Uniforms | 2,200.00 | 1,844.28 | 1,283.35 | (560.93) |
| 942019 Keys and Locksets | 200.00 | 392.13 | 116.65 | (275.48) |
| Total Maintenance Materials | 75,700.00 | 24,611.69 | 44,158.35 | 19,546.66 |
| Maintenance Contracts | | | | |
| 943000 Extermination Contracts | 11,000.00 | 3,455.75 | 6,416.65 | 2,960.90 |
| 943001 Plumbing Contracts | 2,300.00 | 0.00 | 1,341.65 | 1,341.65 |
| 943002 Electrical Contracts | 0.00 | 150.00 | 0.00 | (150.00) |
| 943003 HVAC Contracts | 0.00 | 125.00 | 0.00 | (125.00) |
| 943005 Answering Service | 2,700.00 | 1,362.40 | 1,575.00 | 212.60 |
| 943006 Fire Alarms Repairs & Inspection | 100.00 | 100.00 | 58.35 | (41.65) |
| 943008 Painting Contracts | 48,700.00 | 28,095.00 | 28,408.35 | 313.35 |
| 943010 Vehicle Repair | 4,200.00 | 1,958.51 | 2,450.00 | 491.49 |
| 943014 Trash Collection - Fee for Service | 105,200.00 | 46,773.98 | 61,366.65 | 14,592.67 |
| 943016 EPC Performance and Maintenance | 10,350.00 | 13,830.46 | 6,037.50 | (7,792.96) |
| Total Maintenance Contracts | 184,550.00 | 95,851.10 | 107,654.15 | 11,803.05 |
| Total Ordinary Maintenance Operations | 687,500.00 | 359,694.81 | 401,041.65 | 41,346.84 |
| Protective Services Contracts | | | | |
| 952000 Protective Services Contracts | 7,550.00 | 4,405.10 | 4,404.15 | (0.95) |
| Insurance Expense | | | | |
| 961100 Property Insurance | 41,200.00 | 24,014.06 | 24,033.35 | 19.29 |
| 961200 Liability Insurance | 24,400.00 | 14,189.42 | 14,233.35 | 43.93 |
| 961300 Worker's Compensation Insurance | 36,150.00 | 14,990.97 | 21,087.50 | 6,096.53 |
| 961305 Workers Compensation Insurance - Northside Village | 0.00 | 2,852.45 | 0.00 | (2,852.45) |
| 961400 Other Insurance | 7,150.00 | 4,154.50 | 4,170.85 | 16.35 |
| Total Insurance Expense | 108,900.00 | 60,201.40 | 63,525.05 | 3,323.65 |

Yates Village AMP
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|-------------------------------------|--------------------------|--------------------------|--------------------------|---|
| Other General Expense | | | | |
| 945120 Post Retirement Expense | 42,900.00 | 26,920.46 | 25,025.00 | (1,895.46) |
| 964000 Bad Debts- Tenant Rents | 64,000.00 | 4,450.10 | 37,333.35 | 32,883.25 |
| 962001 Collection and Sheriff Fees | 17,700.00 | 2,182.00 | 10,325.00 | 8,143.00 |
| 962003 FSS Excrow Expense | 13,000.00 | 0.00 | 7,583.35 | 7,583.35 |
| 967100 Interest of Mortgage Payable | 37,349.00 | 22,194.02 | 21,786.90 | (407.12) |
| Total 962000 General Expense | <u>174,949.00</u> | <u>55,746.58</u> | <u>102,053.60</u> | <u>46,307.02</u> |
| Total Operating Expense | <u>1,895,769.00</u> | <u>906,261.80</u> | <u>1,105,865.25</u> | <u>199,603.45</u> |
| Excess Revenues Over Expenses | <u><u>198,341.00</u></u> | <u><u>322,726.28</u></u> | <u><u>115,698.95</u></u> | <u><u>207,027.33</u></u> |

**Housing Choice Voucher
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021**

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|---|---------------------|---------------------|-------------------|--|
| Operating Revenue | | | | |
| 706001 Administrative Fees | 1,204,700.00 | 699,700.00 | 702,741.65 | (3,041.65) |
| 711000 Investment Income - Unrestricted | 200.00 | 114.66 | 116.65 | (1.99) |
| 714001 Fraud Recovery - PHA Retained | 750.00 | 857.00 | 437.50 | 419.50 |
| 715000 Other Revenue | 1,800.00 | 2,884.25 | 1,050.00 | 1,834.25 |
| 715003 Port In - Admin Fee Revenue | 0.00 | 56.30 | 0.00 | 56.30 |
| 715004 Port In - HAP Revenue | 0.00 | 787.00 | 0.00 | 787.00 |
| 715005 Inspection Fees | 0.00 | 1,380.00 | 0.00 | 1,380.00 |
| Total Operating Revenue | <u>1,207,450.00</u> | <u>705,779.21</u> | <u>704,345.80</u> | <u>1,433.41</u> |
| Operating Expenses | | | | |
| 911000 Administrative Salaries | 397,100.00 | 239,376.72 | 231,641.65 | (7,735.07) |
| 912000 Auditing Fees | 8,250.00 | 9,600.00 | 4,812.50 | (4,787.50) |
| 913000 Management Fees | 201,600.00 | 114,360.00 | 117,600.00 | 3,240.00 |
| 913100 Bookkeeping Fee | 126,000.00 | 71,475.00 | 73,500.00 | 2,025.00 |
| 915000 Employee Benefit Contributions - Admin | 135,900.00 | 78,212.44 | 79,275.00 | 1,062.56 |
| 916000 Office Supplies | 4,050.00 | 2,096.86 | 2,362.50 | 265.64 |
| 916001 Membership Dues and Fees | 2,350.00 | 2,331.11 | 1,370.85 | (960.26) |
| 916002 Telephone | 4,900.00 | 1,715.85 | 2,858.35 | 1,142.50 |
| 916004 Computer Supplies | 11,150.00 | 8,730.27 | 6,504.15 | (2,226.12) |
| 916005 Administrative Contracts | 3,050.00 | 2,408.97 | 1,779.15 | (629.82) |
| 916006 Postage | 5,600.00 | 3,991.73 | 3,266.65 | (725.08) |
| 916007 Staff Training | 6,000.00 | 0.00 | 3,500.00 | 3,500.00 |
| 916008 Fee for Service - IT | 31,700.00 | 20,500.00 | 18,491.65 | (2,008.35) |
| 916009 Office Rent | 29,300.00 | 17,032.48 | 17,091.65 | 59.17 |
| 917000 Fee for Service - Legal | 14,600.00 | 13,725.00 | 8,516.65 | (5,208.35) |
| 918000 Travel | 0.00 | 51.55 | 0.00 | (51.55) |
| 919000 Other Expenses | 300.00 | 0.00 | 175.00 | 175.00 |
| 942003 Automotive Repairs and Parts | 100.00 | 1,210.37 | 58.35 | (1,152.02) |
| 942006 Small Tools | 0.00 | 7.85 | 0.00 | (7.85) |
| 942009 Gasoline | 200.00 | 144.55 | 116.65 | (27.90) |
| 942012 Trash and Refuse Removal Supplies | 0.00 | 43.55 | 0.00 | (43.55) |
| 942014 Safety Supplies | 0.00 | 12.74 | 0.00 | (12.74) |
| 942015 Miscellaneous Supplies | 0.00 | 283.15 | 0.00 | (283.15) |
| 943013 Miscellaneous Contracts | 0.00 | 18,748.40 | 0.00 | (18,748.40) |
| 945120 Post Retirement Expense | 90,900.00 | 55,606.54 | 53,025.00 | (2,581.54) |
| 961200 Liability Insurance | 20,950.00 | 11,923.07 | 12,220.85 | 297.78 |
| 961300 Workmen's Compensation Insurance | 9,950.00 | 7,847.22 | 5,804.15 | (2,043.07) |
| 961400 Other Insurance | 2,700.00 | 1,526.02 | 1,575.00 | 48.98 |
| 962000 Port Out Admin Fees | 57,100.00 | 36,652.16 | 33,308.35 | (3,343.81) |
| 973500 HAP Port In | 0.00 | 787.00 | 0.00 | (787.00) |
| Total Operating Expenses | <u>1,163,750.00</u> | <u>720,400.60</u> | <u>678,854.10</u> | <u>(41,546.50)</u> |
| Excess Revenues Over Expenses | <u>43,700.00</u> | <u>(14,621.39)</u> | <u>25,491.70</u> | <u>(40,113.09)</u> |
| Net Position - beginning | | (3,450,247.29) | | |
| Add Back: GASB 75 & 68 expenses | | <u>4,088,332.00</u> | | |
| Cash Reserves - ending | | <u>623,463.32</u> | | |

**Housing Choice Voucher
Statement of Revenues and Expenses
For the Seven Months Ended October 31, 2021**

| | ANNUAL BUDGET | ACTUAL | BUDGET | VARIANCE Favorable (Unfavorable) |
|---|---------------|--------------------------|--------|--|
| Housing Assistance Revenue and Expenses | | | | |
| 706002 HAP Subsidy | | 5,454,138.00 | | |
| 714002 Fraud Recovery - HUD Retained | | 857.00 | | |
| 715002 Forfeited FSS Escrow | | 35,432.30 | | |
| 720000 Investment Income - Restricted | | 0.00 | | |
| Total Housing Assistance Revenue | | <u>5,490,427.30</u> | | |
| 962002 FSS Escrow Expense | | 27,422.98 | | |
| 973000 Housing Assistance Payments | | 4,928,688.10 | | |
| 973400 HAP Port Out | | 540,123.00 | | |
| Total Housing Assistance Expense | | <u>5,496,234.08</u> | | |
| Housing Assistance Expenses Over Revenues | | (5,806.78) | | |
| HAP Reserves - beginning | | <u>120,858.20</u> | | |
| HAP Reserves - ending | | <u><u>115,051.42</u></u> | | |