

BOARD OF COMMISSIONERS MEETING

FEBRUARY 20, 2025

Board Packet

TABLE OF CONTENTS

Agenda 3

Financials

Monthly Actuals 4

Accounts Payable 29

Housing Choice Voucher Reports

Voucher Utilization 38

Public Housing Reports

Unit Availability & Occupancy 39

Aged Receivables 40

Work Order Analysis 41

Demolition & Disposition 42

Capital Funds 43

General Reports & Cross Program Information

All Programs – Key Management Indicators 44

All Programs – Resident Characteristics 61

Family Self Sufficiency 73

Resident Opportunity & Self Sufficiency (ROSS) 74

Housing Counseling 77

LCHA Human Resources 83

Resolutions

2025-09 84

2025-11 87

2025-12 93

2025-13 99

2025-14 123

BOARD OF COMMISSIONRS
REGULAR MEETING AGENDA
Lake County Housing Authority
February 20, 2025
12:30 PM

I. ROLL CALL

II. PUBLIC COMMENT

Public comments may be submitted verbally, by email to publiccomment@lakecountyha.org or by leaving a message at (847) 223-1170 ext. 2320. Public Comments are limited to three minutes.

III. APPROVAL OF MINUTES

12/19/2024 REGULAR SESSION MINUTES

IV. FINANCE REPORT & APPROVAL OF BILLS

V. REPORTS

VI. NEW BUSINESS

A. RESOLUTION 2025-09 Approving the Interagency Agreement Between Lake County Housing Authority and the McHenry County Housing Authority

B. RESOLUTION 2025-11 Authorization to Enter into Contract – Beach Haven Towers Elevator Modernization

C. RESOLUTION 2025-12 Authorization to Enter into Contract – Shiloh Towers Elevator Modernization

D. RESOLUTION 2025-13 Authorization to Enter into Contract – Manor Avenue Townhomes Exterior Improvements

E. RESOLUTION 2025-14 Approving the Intergovernmental Agreement for Housing Quality Standards Inspections

F. Commissioner Roundtable – Discussion of non-action items as initiated by members of the Board

G. Executive Session – Personnel Matters and Litigation
(5 ILCS 120/2) Sec. 2(c)(1)
The appointment, employment, compensation, discipline, performance, or dismissal of specific employees
(5 ILCS 120/2) Sec. 2(c)(11)
Litigation, when an action, affecting or on behalf of the particular public body has been filed and is pending begore a court… or when the public body finds that an action is probable or imminent.

VII. ADJOURNMENT

January 2025 Actuals

	AMP2	AMP3	AMP4	AMP5	PH Total	HCV	CHC	BA	AIM North	ROSS/FSS	COCC	Consolidated	Budget	Variance
Revenue:														
Tenant	64,798	56,492	17,290	12,359	150,939	7,453	66,667	14,617	-	-	-	239,676	140,667	99,009
HUD Subsidies	76,705	78,050	74,716	62,139	291,610	3,513,469	-	-	-	-	13,693	3,818,772	3,327,433	491,339
Grants	-	-	-	-	-	-	113,919	-	-	22,060	-	135,979	93,556	42,423
Other	7,793	8,480	3,896	2,750	22,919	320,129	10,334	4,517	1	-	121,908	479,808	674,236	(194,428)
Total Income	**$ 149,296**	**$ 143,022**	**$ 95,902**	**$ 77,248**	**$ 465,468**	**$ 3,841,051**	**$ 190,920**	**$ 19,134**	**$ 1**	**$ 22,060**	**$ 135,601**	**$ 4,674,235**	**$ 4,235,892**	438,343
Operating Expense:														
Administrative	39,098	47,281	28,262	24,329	138,970	258,624	150,635	1,386	-	505	80,307	630,427	663,393	(32,966)
	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Grant Exp	-	-	-	-	-	-	-	-	-	-	-	-	3,884	(3,884)
Repairs & Maintenance	45,988	54,265	14,992	24,893	140,138	87,968	3,969	727	-	-	67,555	300,357	95,355	205,002
Utility	17,300	20,756	428	2,912	41,396	1,070	1,516	-	-	-	751	44,733	28,600	16,133
General	8,976	9,316	6,587	6,578	31,457	78,417	2,754	1,309	178	21,555	915	136,585	117,043	19,542
HAP	47	72	4,933	2,729	7,781	3,600,629	-	-	-	-	-	3,608,410	3,380,210	228,200
Total Expenses	**$ 111,409**	**$ 131,690**	**$ 55,202**	**$ 61,441**	**$ 359,742**	**$ 4,026,708**	**$ 158,874**	**$ 3,422**	**$ 178**	**$ 22,060**	**$ 149,528**	**$ 4,720,512**	**$ 4,288,485**	432,027
Net Income	**$ 37,887**	**$ 11,332**	**$ 40,700**	**$ 15,807**	**$ 105,726**	**$ (185,657)**	**$ 32,046**	**$ 15,712**	**$ (177)**	**$ -**	**$ (13,927)**	**$ (46,277)**	**$ (52,593)**	**$ 6,316**

Hawley, Shiloh, Warren (.amp2)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31010-0000	Rental Income									
31110-0000	Tenant Rent	55,759.27	51,833.33	3,925.94	7.57	221,569.64	207,333.32	14,236.32	6.87	622,000.00
31130-0000	Less: Vacancies	-576.00	0.00	-576.00	N/A	-5,430.37	0.00	-5,430.37	N/A	0.00
31190-0000	Total Rental Income	55,183.27	51,833.33	3,349.94	6.46	216,139.27	207,333.32	8,805.95	4.25	622,000.00
31200-0000	Other Tenant Income									
31200-1000	Laundry and Vending	0.00	342.92	-342.92	-100.00	0.00	1,371.68	-1,371.68	-100.00	4,115.00
31200-3000	Damages	0.00	0.00	0.00	N/A	100.00	0.00	100.00	N/A	0.00
31200-4000	Late Charges	510.00	0.00	510.00	N/A	1,800.00	0.00	1,800.00	N/A	0.00
31200-6000	NSF Charges	105.00	0.00	105.00	N/A	175.00	0.00	175.00	N/A	0.00
31200-7000	Excess Utility	0.00	54.17	-54.17	-100.00	39.95	216.68	-176.73	-81.56	650.00
31200-8000	Wireless Leases	9,000.00	6,755.00	2,245.00	33.23	38,650.00	27,020.00	11,630.00	43.04	81,060.00
31200-9000	Misc.Tenant Income	0.00	656.00	-656.00	-100.00	325.00	2,143.00	-1,818.00	-84.83	7,822.00
31290-0000	Total Other Tenant Income	9,615.00	7,808.09	1,806.91	23.14	41,089.95	30,751.36	10,338.59	33.62	93,647.00
31990-0000	TOTAL TENANT INCOME	64,798.27	59,641.42	5,156.85	8.65	257,229.22	238,084.68	19,144.54	8.04	715,647.00
34000-0000	GRANT INCOME									
34010-0000	Subsidy Grants	42,753.33	47,916.67	-5,163.34	-10.78	176,425.83	191,666.68	-15,240.85	-7.95	575,000.00
34010-1000	CFP Operating Grants	33,952.14	8,488.04	25,464.10	300.00	135,808.56	33,952.16	101,856.40	300.00	101,856.50
34990-0000	TOTAL GRANT INCOME	76,705.47	56,404.71	20,300.76	35.99	312,234.39	225,618.84	86,615.55	38.39	676,856.50
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	7,792.62	5,833.33	1,959.29	33.59	33,685.23	23,333.32	10,351.91	44.37	70,000.00
36500-0000	Miscellaneous Other Income	0.00	1,246.54	-1,246.54	-100.00	0.00	4,986.16	-4,986.16	-100.00	14,958.48
36990-0000	TOTAL OTHER INCOME	7,792.62	7,079.87	712.75	10.07	33,685.23	28,319.48	5,365.75	18.95	84,958.48
39990-0000	TOTAL INCOME	149,296.36	123,126.00	26,170.36	21.25	603,148.84	492,023.00	111,125.84	22.59	1,477,461.98
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	7,133.08	9,436.16	2,303.08	24.41	32,373.00	37,744.64	5,371.64	14.23	113,233.86
41100-4000	Employee Benefit Contribution-Admin	9,745.31	3,876.14	-5,869.17	-151.42	28,041.20	15,504.56	-12,536.64	-80.86	46,513.65
41109-9000	Total Administrative Salaries	16,878.39	13,312.30	-3,566.09	-26.79	60,414.20	53,249.20	-7,165.00	-13.46	159,747.51
41300-0000	Legal Expense									
41300-2000	Court Costs	0.00	-72.52	-72.52	-100.00	0.00	-290.08	-290.08	-100.00	-870.25
41300-3000	Tenant Screening	92.00	57.67	-34.33	-59.53	138.00	230.68	92.68	40.18	692.03
41300-4000	General Legal Expense	661.50	1,083.33	421.83	38.94	661.50	4,333.32	3,671.82	84.73	13,000.00
41310-0000	Total Legal Expense	753.50	1,068.48	314.98	29.48	799.50	4,273.92	3,474.42	81.29	12,821.78
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	0.00	225.00	225.00	100.00	0.00	900.00	900.00	100.00	2,700.00
41500-0000	Travel	0.00	103.32	103.32	100.00	406.16	413.28	7.12	1.72	1,239.88
41700-0000	Accounting Fees	385.42	755.32	369.90	48.97	1,551.05	3,021.28	1,470.23	48.66	9,063.87
41710-0000	Auditing Fees	0.00	180.55	180.55	100.00	0.00	722.20	722.20	100.00	2,166.64
41730-0000	Management Fee	11,825.37	12,000.00	174.63	1.46	47,842.51	48,000.00	157.49	0.33	144,000.00
41730-1000	Bookkeeping Fee	1,147.50	1,166.67	19.17	1.64	4,642.50	4,666.68	24.18	0.52	14,000.00
41730-2000	Asset Management Fee	1,530.00	1,590.00	60.00	3.77	6,190.00	6,360.00	170.00	2.67	19,080.00
41740-0000	Marketing	0.00	0.00	0.00	N/A	98.59	0.00	-98.59	N/A	0.00
41820-0000	Consultants	0.00	572.78	572.78	100.00	0.00	2,291.12	2,291.12	100.00	6,873.40
41890-0000	Total Other Admin Expenses	14,888.29	16,593.64	1,705.35	10.28	60,730.81	66,374.56	5,643.75	8.50	199,123.79
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	59.13	78.95	19.82	25.10	304.26	315.80	11.54	3.65	947.45

Hawley, Shiloh, Warren (.amp2)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
41900-2000	Publications	0.00	26.64	26.64	100.00	62.00	106.56	44.56	41.82	319.64
41900-4000	Office Supplies	45.67	176.91	131.24	74.18	979.13	707.64	-271.49	-38.37	2,122.92
41900-5000	Inspection Expense	0.00	15.80	15.80	100.00	0.00	63.20	63.20	100.00	189.60
41900-7000	Telephone	816.45	630.54	-185.91	-29.48	1,741.48	2,522.16	780.68	30.95	7,566.45
41900-8000	Postage	13.03	257.73	244.70	94.94	922.37	1,030.92	108.55	10.53	3,092.81
41901-0000	Office Equipment Contracts	3,883.18	497.02	-3,386.16	-681.29	4,939.78	1,988.08	-2,951.70	-148.47	5,964.30
41901-3000	Internet	854.23	566.38	-287.85	-50.82	1,876.27	2,265.52	389.25	17.18	6,796.51
41901-4000	Cable/Video	229.11	164.36	-64.75	-39.40	529.97	657.44	127.47	19.39	1,972.38
41901-5000	Special Events	0.00	0.00	0.00	N/A	956.92	0.00	-956.92	N/A	0.00
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	7,730.31	0.00	-7,730.31	N/A	0.00
41901-8000	Small Office Equipment	164.75	16.48	-148.27	-899.70	164.75	65.92	-98.83	-149.92	197.78
41902-0000	Bank Fees	512.20	0.00	-512.20	N/A	3,072.68	0.00	-3,072.68	N/A	0.00
41902-2000	Other Misc Admin Expenses	0.00	404.24	404.24	100.00	1,312.06	1,616.96	304.90	18.86	4,850.85
41910-0000	Total Miscellaneous Admin Expenses	23,456.14	16,147.35	-7,308.79	-45.26	85,006.18	64,589.40	-20,416.78	-31.61	193,768.20
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	39,097.93	33,809.47	-5,288.46	-15.64	146,536.49	135,237.88	-11,298.61	-8.35	405,713.77
42000-0000	TENANT SERVICES									
42100-0000	Tenant Services Salaries	0.00	0.00	0.00	N/A	-288.30	0.00	288.30	N/A	0.00
42100-1000	Employee Benefit Contributions-Tenant Sv	-317.10	0.00	317.10	N/A	-844.16	0.00	844.16	N/A	0.00
42300-0000	Tenant Services Contract Costs	0.00	112.94	112.94	100.00	0.00	451.76	451.76	100.00	1,355.28
42990-0000	TOTAL TENANT SERVICES EXPENSES	-317.10	112.94	430.04	380.77	-1,132.46	451.76	1,584.22	350.68	1,355.28
43000-0000	UTILITY EXPENSES									
43100-0000	Water	6,463.51	7,666.67	1,203.16	15.69	33,009.80	30,666.68	-2,343.12	-7.64	92,000.00
43200-0000	Electricity	4,277.00	3,500.00	-777.00	-22.20	11,909.73	14,000.00	2,090.27	14.93	42,000.00
43200-1000	Electricity-Vacant Units	90.87	0.00	-90.87	N/A	90.87	0.00	-90.87	N/A	0.00
43300-0000	Gas	1,503.02	1,672.17	169.15	10.12	2,789.53	6,688.68	3,899.15	58.29	20,066.00
43320-0000	Tenant-Owed Utilities	55.31	46.84	-8.47	-18.08	55.31	187.36	132.05	70.48	562.06
43400-0000	Garbage/Trash Removal	31.51	1,440.57	1,409.06	97.81	1,162.41	5,762.28	4,599.87	79.83	17,286.86
43900-0000	Sewer	4,878.67	2,916.67	-1,962.00	-67.27	19,113.49	11,666.68	-7,446.81	-63.83	35,000.00
43990-0000	TOTAL UTILITY EXPENSES	17,299.89	17,242.92	-56.97	-0.33	68,131.14	68,971.68	840.54	1.22	206,914.92
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44100-0000	Maintenance Salaries	12,671.85	20,908.84	8,236.99	39.39	72,901.32	83,635.36	10,734.04	12.83	250,906.03
44100-5000	Employee Benefit Contribution-Maint.	3,295.02	7,033.59	3,738.57	53.15	18,989.04	28,134.36	9,145.32	32.51	84,403.05
44110-0000	Maintenance Uniforms	0.00	0.00	0.00	N/A	366.65	0.00	-366.65	N/A	0.00
44120-0000	Vehicle Gas	890.14	0.00	-890.14	N/A	1,168.29	0.00	-1,168.29	N/A	0.00
44130-0000	Misc Vehicle Expenses	0.00	812.79	812.79	100.00	0.00	3,251.16	3,251.16	100.00	9,753.52
44190-0000	Total General Maint Expense	16,857.01	28,755.22	11,898.21	41.38	93,425.30	115,020.88	21,595.58	18.78	345,062.60
44200-0000	Materials									
44200-1000	Supplies-Grounds	0.00	0.00	0.00	N/A	57.57	0.00	-57.57	N/A	0.00
44200-2000	Supplies-Appliance	3,453.42	875.18	-2,578.24	-294.60	7,875.38	3,500.72	-4,374.66	-124.96	10,502.16
44200-3000	Supplies-Decorating	0.00	375.06	375.06	100.00	215.00	1,500.24	1,285.24	85.67	4,500.72
44200-4000	Supplies-Electrical	207.76	346.06	138.30	39.96	273.74	1,384.24	1,110.50	80.22	4,152.70
44200-5000	Supplies-Exterminating	0.00	0.00	0.00	N/A	53.98	0.00	-53.98	N/A	0.00
44200-6000	Supplies-Janitorial/Cleaning	1,155.81	866.86	-288.95	-33.33	2,981.03	3,467.44	486.41	14.03	10,402.30
44200-7000	Supplies-Maint/Repairs	5,460.24	4,163.38	-1,296.86	-31.15	14,475.29	16,653.52	2,178.23	13.08	49,960.60
44200-8000	Supplies-Plumbing	492.59	722.18	229.59	31.79	2,268.39	2,888.72	620.33	21.47	8,666.12
44200-9000	Tools and Equipment	12.77	239.79	227.02	94.67	624.74	959.16	334.42	34.87	2,877.52
44201-0000	Supplies - HVAC	0.00	301.71	301.71	100.00	1,981.99	1,206.84	-775.15	-64.23	3,620.50
44290-0000	Total Materials	10,782.59	7,890.22	-2,892.37	-36.66	30,807.11	31,560.88	753.77	2.39	94,682.62
44300-0000	Contract Costs									
44300-6000	Contract-Electrical	0.00	239.76	239.76	100.00	23.31	959.04	935.73	97.57	2,877.10
44300-7000	Contract-Pest Control	2,455.00	416.18	-2,038.82	-489.89	3,650.00	1,664.72	-1,985.28	-119.26	4,994.17
44300-8000	Contract-Floor Covering	0.00	12.58	12.58	100.00	0.00	50.32	50.32	100.00	150.98
44300-9000	Contract-Grounds	10,986.00	1,520.82	-9,465.18	-622.37	23,638.50	6,083.28	-17,555.22	-288.58	18,249.82

Hawley, Shiloh, Warren (.amp2)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44301-0000	Contract-Janitorial/Cleaning	0.00	1,648.31	1,648.31	100.00	0.00	6,593.24	6,593.24	100.00	19,779.77
44301-1000	Contract-Plumbing	285.00	1,971.20	1,686.20	85.54	5,666.25	7,884.80	2,218.55	28.14	23,654.44
44301-3000	Contract-HVAC	0.00	1,044.47	1,044.47	100.00	0.00	4,177.88	4,177.88	100.00	12,533.62
44301-5000	Contract-Equipment Rental	0.00	0.00	0.00	N/A	192.00	0.00	-192.00	N/A	0.00
44301-7000	Contract-Elevator Monitoring	2,291.74	2,828.86	537.12	18.99	7,802.74	11,315.44	3,512.70	31.04	33,946.32
44301-8000	Contract-Alarm Monitoring	370.44	0.00	-370.44	N/A	1,105.35	0.00	-1,105.35	N/A	0.00
44301-9000	Contract-Sprinkler Monitoring	0.00	0.00	0.00	N/A	20,797.38	0.00	-20,797.38	N/A	0.00
44302-2000	Contract-IT Contracts	329.45	2,030.39	1,700.94	83.77	6,498.60	8,121.56	1,622.96	19.98	24,364.67
44308-0000	Contract - Vehicle Lease	1,429.42	483.79	-945.63	-195.46	1,429.42	1,935.16	505.74	26.13	5,805.44
44309-0000	Contract-Security	0.00	2,540.44	2,540.44	100.00	0.00	10,161.76	10,161.76	100.00	30,485.29
44309-1000	Snow Removal Service	0.00	10,000.00	10,000.00	100.00	1,800.00	11,700.00	9,900.00	84.62	26,450.00
44309-9000	Contract Costs-Other	201.50	2,560.20	2,358.70	92.13	404.42	10,240.80	9,836.38	96.05	30,722.42
44390-0000	Total Contract Costs	18,348.55	27,297.00	8,948.45	32.78	73,007.97	80,888.00	7,880.03	9.74	234,014.04
44400-0000	Unit Repairs - Damages	0.00	0.00	0.00	N/A	69.52	0.00	-69.52	N/A	0.00
44500-0000	Vacancy Turnover	0.00	5,833.33	5,833.33	100.00	15,724.57	23,333.32	7,608.75	32.61	70,000.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	45,988.15	69,775.77	23,787.62	34.09	213,034.47	250,803.08	37,768.61	15.06	743,759.26
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	1,072.53	1,336.60	264.07	19.76	4,181.35	5,346.40	1,165.05	21.79	16,039.23
45101-0000	Property Insurance	4,011.63	3,240.13	-771.50	-23.81	15,359.55	12,960.52	-2,399.03	-18.51	38,881.61
45102-0000	Liability Insurance	236.67	317.57	80.90	25.47	994.30	1,270.28	275.98	21.73	3,810.82
45200-0000	Payments in Lieu of Taxes	3,788.34	3,381.84	-406.50	-12.02	10,470.70	13,527.36	3,056.66	22.60	40,582.06
45210-0000	Misc. Taxes/Licenses/Insurance	183.34	263.20	79.86	30.34	662.11	1,052.80	390.69	37.11	3,158.44
45700-0000	Bad Debt-Tenant Rents	0.00	1,056.61	1,056.61	100.00	0.00	4,226.44	4,226.44	100.00	12,679.37
45990-0000	TOTAL GENERAL EXPENSES	9,292.51	9,595.95	303.44	3.16	31,668.01	38,383.80	6,715.79	17.50	115,151.53
47000-0000	HOUSING ASSISTANCE PAYMENTS									
47150-1012	URP Expense - PH	47.00	0.00	-47.00	N/A	188.00	0.00	-188.00	N/A	0.00
47150-7000	Housing Counseling Program Expenses	0.00	0.00	0.00	N/A	25.34	0.00	-25.34	N/A	0.00
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	47.00	0.00	-47.00	N/A	213.34	0.00	-213.34	N/A	0.00
48990-0000	TOTAL OPERATING EXPENSES	111,408.38	130,537.05	19,128.67	14.65	458,450.99	493,848.20	35,397.21	7.17	1,472,894.76
49990-0000	**NET OPERATING INCOME**	**37,887.98**	**-7,411.05**	**45,299.03**	**611.24**	**144,697.85**	**-1,825.20**	**146,523.05**	**8,027.78**	**4,567.22**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	24,396.00	0.00	-24,396.00	N/A	97,584.00	0.00	-97,584.00	N/A	0.00
51000-2000	Depreciation -Furn,Equip,Machinery-Dwell	1,906.50	0.00	-1,906.50	N/A	7,626.00	0.00	-7,626.00	N/A	0.00
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	262.50	0.00	-262.50	N/A	1,050.00	0.00	-1,050.00	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	2,577.00	0.00	-2,577.00	N/A	10,308.00	0.00	-10,308.00	N/A	0.00
51000-5000	Depreciation-Vehicles	105.18	0.00	-105.18	N/A	420.72	0.00	-420.72	N/A	0.00
59990-0000	TOTAL NON-OPERATING ITEMS	29,247.18	0.00	-29,247.18	N/A	116,988.72	0.00	-116,988.72	N/A	0.00
90000-0000	NET INCOME	8,640.80	-7,411.05	16,051.85	216.59	27,709.13	-1,825.20	29,534.33	1,618.14	4,567.22

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31010-0000	Rental Income									
31110-0000	Tenant Rent	56,945.71	50,583.33	6,362.38	12.58	225,511.36	202,333.32	23,178.04	11.46	607,000.00
31130-0000	Less: Vacancies	-1,268.71	0.00	-1,268.71	N/A	-5,077.36	0.00	-5,077.36	N/A	0.00
31190-0000	Total Rental Income	55,677.00	50,583.33	5,093.67	10.07	220,434.00	202,333.32	18,100.68	8.95	607,000.00
31200-0000	Other Tenant Income									
31200-1000	Laundry and Vending	0.00	264.00	-264.00	-100.00	0.00	1,056.00	-1,056.00	-100.00	3,168.00
31200-2000	Cleaning Fee	0.00	0.00	0.00	N/A	845.00	0.00	845.00	N/A	0.00
31200-4000	Late Charges	675.00	0.00	675.00	N/A	2,730.00	0.00	2,730.00	N/A	0.00
31200-5000	Legal Fees - Tenant	0.00	0.00	0.00	N/A	455.00	0.00	455.00	N/A	0.00
31200-6000	NSF Charges	140.00	0.00	140.00	N/A	280.00	0.00	280.00	N/A	0.00
31200-7000	Excess Utility	0.00	95.83	-95.83	-100.00	138.58	383.32	-244.74	-63.85	1,150.00
31200-8000	Wireless Leases	0.00	532.14	-532.14	-100.00	0.00	2,128.56	-2,128.56	-100.00	6,385.66
31200-9000	Misc.Tenant Income	0.00	2,204.87	-2,204.87	-100.00	0.00	8,819.48	-8,819.48	-100.00	26,458.48
31290-0000	Total Other Tenant Income	815.00	3,096.84	-2,281.84	-73.68	4,448.58	12,387.36	-7,938.78	-64.09	37,162.14
31990-0000	TOTAL TENANT INCOME	56,492.00	53,680.17	2,811.83	5.24	224,882.58	214,720.68	10,161.90	4.73	644,162.14
34000-0000	GRANT INCOME									
34010-0000	Subsidy Grants	44,098.33	50,354.55	-6,256.22	-12.42	193,324.91	201,418.20	-8,093.29	-4.02	604,254.54
34010-1000	CFP Operating Grants	33,952.16	8,488.04	25,464.12	300.00	135,808.64	33,952.16	101,856.48	300.00	101,856.50
34990-0000	TOTAL GRANT INCOME	78,050.49	58,842.59	19,207.90	32.64	329,133.55	235,370.36	93,763.19	39.84	706,111.04
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	8,480.20	7,916.67	563.53	7.12	36,657.40	31,666.68	4,990.72	15.76	95,000.00
36990-0000	TOTAL OTHER INCOME	8,480.20	7,916.67	563.53	7.12	36,657.40	31,666.68	4,990.72	15.76	95,000.00
39990-0000	TOTAL INCOME	143,022.69	120,439.43	22,583.26	18.75	590,673.53	481,757.72	108,915.81	22.61	1,445,273.18
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	12,185.38	13,992.00	1,806.62	12.91	57,016.98	55,968.00	-1,048.98	-1.87	167,904.06
41100-4000	Employee Benefit Contribution-Admin	10,767.31	6,489.99	-4,277.32	-65.91	29,222.20	25,959.96	-3,262.24	-12.57	77,879.86
41109-9000	Total Administrative Salaries	22,952.69	20,481.99	-2,470.70	-12.06	86,239.18	81,927.96	-4,311.22	-5.26	245,783.92
41300-0000	Legal Expense									
41300-2000	Court Costs	50.95	0.00	-50.95	N/A	96.95	0.00	-96.95	N/A	0.00
41300-3000	Tenant Screening	0.00	55.82	55.82	100.00	148.90	223.28	74.38	33.31	669.89
41300-4000	General Legal Expense	357.50	1,083.33	725.83	67.00	357.50	4,333.32	3,975.82	91.75	13,000.00
41310-0000	Total Legal Expense	408.45	1,139.15	730.70	64.14	603.35	4,556.60	3,953.25	86.76	13,669.89
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	0.00	77.25	77.25	100.00	0.00	309.00	309.00	100.00	927.00
41500-0000	Travel	0.00	66.67	66.67	100.00	516.50	266.68	-249.82	-93.68	800.00
41700-0000	Accounting Fees	385.42	779.28	393.86	50.54	1,551.88	3,117.12	1,565.24	50.21	9,351.31
41710-0000	Auditing Fees	0.00	125.00	125.00	100.00	0.00	500.00	500.00	100.00	1,499.98
41730-0000	Management Fee	13,293.88	13,083.33	-210.55	-1.61	53,330.10	52,333.32	-996.78	-1.90	157,000.00
41730-1000	Bookkeeping Fee	1,290.00	1,250.00	-40.00	-3.20	5,175.00	5,000.00	-175.00	-3.50	15,000.00
41730-2000	Asset Management Fee	1,720.00	1,733.33	13.33	0.77	6,900.00	6,933.32	33.32	0.48	20,800.00
41740-0000	Marketing	0.00	0.00	0.00	N/A	107.28	0.00	-107.28	N/A	0.00
41820-0000	Consultants	0.00	628.22	628.22	100.00	0.00	2,512.88	2,512.88	100.00	7,538.70
41890-0000	Total Other Admin Expenses	16,689.30	17,743.08	1,053.78	5.94	67,580.76	70,972.32	3,391.56	4.78	212,916.99
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	64.36	82.87	18.51	22.34	1,225.09	331.48	-893.61	-269.58	994.43

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
41900-2000	Publications	0.00	25.72	25.72	100.00	2.00	102.88	100.88	98.06	308.60
41900-4000	Office Supplies	47.53	111.57	64.04	57.40	68.77	446.28	377.51	84.59	1,338.82
41900-5000	Inspection Expense	0.00	96.76	96.76	100.00	0.00	387.04	387.04	100.00	1,161.18
41900-7000	Telephone	1,058.32	598.02	-460.30	-76.97	2,321.61	2,392.08	70.47	2.95	7,176.26
41900-8000	Postage	14.20	324.75	310.55	95.63	759.90	1,299.00	539.10	41.50	3,897.04
41901-0000	Office Equipment Contracts	4,123.68	589.92	-3,533.76	-599.02	5,180.28	2,359.68	-2,820.60	-119.53	7,079.08
41901-3000	Internet	960.99	467.46	-493.53	-105.58	2,216.45	1,869.84	-346.61	-18.54	5,609.48
41901-4000	Cable/Video	384.27	168.90	-215.37	-127.51	975.76	675.60	-300.16	-44.43	2,026.74
41901-5000	Special Events	0.00	0.00	0.00	N/A	627.82	0.00	-627.82	N/A	0.00
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	171.08	0.00	-171.08	N/A	0.00
41901-8000	Small Office Equipment	179.28	1.27	-178.01	-14,016.54	179.28	5.08	-174.20	-3,429.13	15.28
41902-0000	Bank Fees	398.28	0.00	-398.28	N/A	1,897.88	0.00	-1,897.88	N/A	0.00
41902-2000	Other Misc Admin Expenses	0.00	1,006.52	1,006.52	100.00	730.02	4,026.08	3,296.06	81.87	12,078.25
41910-0000	Total Miscellaneous Admin Expenses	30,183.60	23,955.75	-6,227.85	-26.00	102,595.12	95,823.00	-6,772.12	-7.07	287,469.08
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	47,281.35	42,837.98	-4,443.37	-10.37	170,779.23	171,351.92	572.69	0.33	514,055.96
42000-0000	TENANT SERVICES									
42100-0000	Tenant Services Salaries	0.00	0.00	0.00	N/A	-313.76	0.00	313.76	N/A	0.00
42100-1000	Employee Benefit Contributions-Tenant Sv	0.00	0.00	0.00	N/A	-20.44	0.00	20.44	N/A	0.00
42300-0000	Tenant Services Contract Costs	0.00	68.23	68.23	100.00	0.00	272.92	272.92	100.00	818.79
42300-1000	Tenant Relocation	0.00	0.00	0.00	N/A	2,643.75	0.00	-2,643.75	N/A	0.00
42990-0000	TOTAL TENANT SERVICES EXPENSES	0.00	68.23	68.23	100.00	2,309.55	272.92	-2,036.63	-746.24	818.79
43000-0000	UTILITY EXPENSES									
43100-0000	Water	5,044.98	1,333.33	-3,711.65	-278.37	19,056.28	5,333.32	-13,722.96	-257.31	16,000.00
43200-0000	Electricity	7,219.54	2,583.33	-4,636.21	-179.47	13,010.97	10,333.32	-2,677.65	-25.91	31,000.00
43200-1000	Electricity-Vacant Units	89.87	0.00	-89.87	N/A	89.87	0.00	-89.87	N/A	0.00
43300-0000	Gas	4,373.71	1,416.67	-2,957.04	-208.73	5,834.49	5,666.68	-167.81	-2.96	17,000.00
43320-0000	Tenant-Owed Utilities	0.00	77.21	77.21	100.00	138.58	308.84	170.26	55.13	926.51
43400-0000	Garbage/Trash Removal	12.52	1,570.08	1,557.56	99.20	1,213.00	6,280.32	5,067.32	80.69	18,841.02
43900-0000	Sewer	4,015.36	1,833.33	-2,182.03	-119.02	15,581.84	7,333.32	-8,248.52	-112.48	22,000.00
43990-0000	TOTAL UTILITY EXPENSES	20,755.98	8,813.95	-11,942.03	-135.49	54,925.03	35,255.80	-19,669.23	-55.79	105,767.53
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44100-0000	Maintenance Salaries	15,792.80	13,992.00	-1,800.80	-12.87	73,582.43	55,968.00	-17,614.43	-31.47	167,904.06
44100-5000	Employee Benefit Contribution-Maint.	4,106.76	6,290.23	2,183.47	34.71	18,908.48	25,160.92	6,252.44	24.85	75,482.76
44110-0000	Maintenance Uniforms	147.94	0.00	-147.94	N/A	147.94	0.00	-147.94	N/A	0.00
44120-0000	Vehicle Gas	1,820.87	0.00	-1,820.87	N/A	2,486.59	0.00	-2,486.59	N/A	0.00
44130-0000	Misc Vehicle Expenses	245.96	1,183.90	937.94	79.22	245.96	4,735.60	4,489.64	94.81	14,206.85
44190-0000	Total General Maint Expense	22,114.33	21,466.13	-648.20	-3.02	95,371.40	85,864.52	-9,506.88	-11.07	257,593.67
44200-0000	Materials									
44200-1000	Supplies-Grounds	0.00	0.00	0.00	N/A	66.36	0.00	-66.36	N/A	0.00
44200-2000	Supplies-Appliance	4,351.25	878.72	-3,472.53	-395.18	13,659.50	3,514.88	-10,144.62	-288.62	10,544.66
44200-3000	Supplies-Decorating	140.43	353.10	212.67	60.23	482.12	1,412.40	930.28	65.87	4,237.25
44200-4000	Supplies-Electrical	19.72	234.69	214.97	91.60	58.69	938.76	880.07	93.75	2,816.26
44200-6000	Supplies-Janitorial/Cleaning	719.62	428.74	-290.88	-67.85	3,222.43	1,714.96	-1,507.47	-87.90	5,144.93
44200-7000	Supplies-Maint/Repairs	1,813.21	3,971.76	2,158.55	54.35	3,859.56	15,887.04	12,027.48	75.71	47,661.08
44200-8000	Supplies-Plumbing	148.75	294.14	145.39	49.43	430.71	1,176.56	745.85	63.39	3,529.66
44200-9000	Tools and Equipment	13.99	138.88	124.89	89.93	756.11	555.52	-200.59	-36.11	1,666.60
44201-0000	Supplies - HVAC	1,544.63	604.47	-940.16	-155.53	3,364.20	2,417.88	-946.32	-39.14	7,253.69
44290-0000	Total Materials	8,751.60	6,904.50	-1,847.10	-26.75	25,899.68	27,618.00	1,718.32	6.22	82,854.13
44300-0000	Contract Costs									
44300-1000	Contract-Alarm/Extinguisher	0.00	0.00	0.00	N/A	1,062.35	0.00	-1,062.35	N/A	0.00
44300-5000	Contract-Decorating/Painting	0.00	0.00	0.00	N/A	413.53	0.00	-413.53	N/A	0.00
44300-6000	Contract-Electrical	855.00	1,306.73	451.73	34.57	1,173.36	5,226.92	4,053.56	77.55	15,680.72
44300-7000	Contract-Pest Control	0.00	442.69	442.69	100.00	2,740.00	1,770.76	-969.24	-54.74	5,312.31

BHT, JKM, Orchard, Millview (.amp3)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44300-8000	Contract-Floor Covering	0.00	7.52	7.52	100.00	0.00	30.08	30.08	100.00	90.28
44300-9000	Contract-Grounds	17,480.00	1,175.00	-16,305.00	-1,387.66	30,461.00	4,700.00	-25,761.00	-548.11	14,100.00
44301-0000	Contract-Janitorial/Cleaning	0.00	1,465.13	1,465.13	100.00	575.00	5,860.52	5,285.52	90.19	17,581.60
44301-1000	Contract-Plumbing	0.00	1,515.92	1,515.92	100.00	3,366.66	6,063.68	2,697.02	44.48	18,191.03
44301-2000	Contract-Window Covering	0.00	4.77	4.77	100.00	0.00	19.08	19.08	100.00	57.23
44301-3000	Contract-HVAC	0.00	235.10	235.10	100.00	0.00	940.40	940.40	100.00	2,821.21
44301-7000	Contract-Elevator Monitoring	1,785.75	2,889.32	1,103.57	38.19	6,432.04	11,557.28	5,125.24	44.35	34,671.83
44301-8000	Contract-Alarm Monitoring	889.88	0.00	-889.88	N/A	1,869.76	0.00	-1,869.76	N/A	0.00
44302-2000	Contract-IT Contracts	618.57	2,161.92	1,543.35	71.39	7,234.92	8,647.68	1,412.76	16.34	25,943.04
44308-0000	Contract - Vehicle Lease	1,403.06	567.65	-835.41	-147.17	1,403.06	2,270.60	867.54	38.21	6,811.78
44309-0000	Contract-Security	0.00	2,474.37	2,474.37	100.00	0.00	9,897.48	9,897.48	100.00	29,692.48
44309-1000	Snow Removal Service	0.00	1,500.00	1,500.00	100.00	4,310.00	5,000.00	690.00	13.80	39,000.00
44309-9000	Contract Costs-Other	367.10	4,832.30	4,465.20	92.40	1,195.44	19,329.20	18,133.76	93.82	57,987.61
44390-0000	Total Contract Costs	23,399.36	20,578.42	-2,820.94	-13.71	62,237.12	81,313.68	19,076.56	23.46	267,941.12
44400-0000	Unit Repairs - Damages	0.00	0.00	0.00	N/A	2,320.63	0.00	-2,320.63	N/A	0.00
44500-0000	Vacancy Turnover	0.00	4,961.35	4,961.35	100.00	0.00	19,845.40	19,845.40	100.00	59,536.20
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	54,265.29	53,910.40	-354.89	-0.66	185,828.83	214,641.60	28,812.77	13.42	667,925.12
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	1,058.61	1,585.62	527.01	33.24	4,127.07	6,342.48	2,215.41	34.93	19,027.41
45101-0000	Property Insurance	3,879.88	3,178.75	-701.13	-22.06	14,848.24	12,715.00	-2,133.24	-16.78	38,145.03
45102-0000	Liability Insurance	233.60	377.62	144.02	38.14	981.44	1,510.48	529.04	35.02	4,531.48
45200-0000	Payments in Lieu of Taxes	3,801.10	4,076.46	275.36	6.75	13,889.57	16,305.84	2,416.27	14.82	48,917.48
45210-0000	Misc. Taxes/Licenses/Insurance	342.45	279.58	-62.87	-22.49	1,174.83	1,118.32	-56.51	-5.05	3,354.92
45700-0000	Bad Debt-Tenant Rents	0.00	661.04	661.04	100.00	0.00	2,644.16	2,644.16	100.00	7,932.45
45990-0000	TOTAL GENERAL EXPENSES	9,315.64	10,159.07	843.43	8.30	35,021.15	40,636.28	5,615.13	13.82	121,908.77
47000-0000	HOUSING ASSISTANCE PAYMENTS									
47150-1012	URP Expense - PH	72.00	0.00	-72.00	N/A	162.00	0.00	-162.00	N/A	0.00
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	72.00	0.00	-72.00	N/A	162.00	0.00	-162.00	N/A	0.00
48990-0000	TOTAL OPERATING EXPENSES	131,690.26	115,789.63	-15,900.63	-13.73	449,025.79	462,158.52	13,132.73	2.84	1,410,476.17
49990-0000	**NET OPERATING INCOME**	**11,332.43**	**4,649.80**	**6,682.63**	**143.72**	**141,647.74**	**19,599.20**	**122,048.54**	**622.72**	**34,797.01**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	16,600.28	0.00	-16,600.28	N/A	66,401.12	0.00	-66,401.12	N/A	0.00
51000-2000	Depreciation -Furn,Equip,Machinery-Dwell	667.68	0.00	-667.68	N/A	2,670.72	0.00	-2,670.72	N/A	0.00
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	1,087.80	0.00	-1,087.80	N/A	4,351.16	0.00	-4,351.16	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	2,580.00	0.00	-2,580.00	N/A	10,320.00	0.00	-10,320.00	N/A	0.00
51000-5000	Depreciation-Vehicles	874.12	0.00	-874.12	N/A	3,496.48	0.00	-3,496.48	N/A	0.00
52310-1000	Extraordinary Expense	0.00	0.00	0.00	N/A	388,728.60	0.00	-388,728.60	N/A	0.00
59990-0000	TOTAL NON-OPERATING ITEMS	21,809.88	0.00	-21,809.88	N/A	475,968.08	0.00	-475,968.08	N/A	0.00
90000-0000	NET INCOME	-10,477.45	4,649.80	-15,127.25	-325.33	-334,320.34	19,599.20	-353,919.54	-1,805.79	34,797.01

PH - Scattered Sites East (sse)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31010-0000	Rental Income									
31110-0000	Tenant Rent	16,915.00	16,000.00	915.00	5.72	75,039.87	64,000.00	11,039.87	17.25	192,000.00
31120-5000	Utility Reimbursement Recovery -59 &	0.00	0.00	0.00	N/A	630.32	0.00	630.32	N/A	0.00
31130-0000	Less: Vacancies	0.00	0.00	0.00	N/A	-1,083.87	0.00	-1,083.87	N/A	0.00
31190-0000	Total Rental Income	16,915.00	16,000.00	915.00	5.72	74,586.32	64,000.00	10,586.32	16.54	192,000.00
31200-0000	Other Tenant Income									
31200-2000	Cleaning Fee	0.00	0.00	0.00	N/A	1,070.00	0.00	1,070.00	N/A	0.00
31200-4000	Late Charges	375.00	0.00	375.00	N/A	1,455.00	0.00	1,455.00	N/A	0.00
31200-5000	Legal Fees - Tenant	0.00	0.00	0.00	N/A	455.00	0.00	455.00	N/A	0.00
31200-7000	Excess Utility	0.00	541.67	-541.67	-100.00	0.00	2,166.68	-2,166.68	-100.00	6,500.00
31200-9000	Misc.Tenant Income	0.00	640.09	-640.09	-100.00	0.00	2,560.36	-2,560.36	-100.00	7,681.06
31290-0000	Total Other Tenant Income	375.00	1,181.76	-806.76	-68.27	2,980.00	4,727.04	-1,747.04	-36.96	14,181.06
31990-0000	TOTAL TENANT INCOME	17,290.00	17,181.76	108.24	0.63	77,566.32	68,727.04	8,839.28	12.86	206,181.06
34000-0000	GRANT INCOME									
34010-0000	Subsidy Grants	40,763.66	35,000.00	5,763.66	16.47	184,763.66	140,000.00	44,763.66	31.97	420,000.00
34010-1000	CFP Operating Grants	33,952.16	8,488.04	25,464.12	300.00	135,808.64	33,952.16	101,856.48	300.00	101,856.50
34990-0000	TOTAL GRANT INCOME	74,715.82	43,488.04	31,227.78	71.81	320,572.30	173,952.16	146,620.14	84.29	521,856.50
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	3,896.31	3,750.00	146.31	3.90	16,842.62	15,000.00	1,842.62	12.28	45,000.00
36500-0000	Miscellaneous Other Income	0.00	1,231.54	-1,231.54	-100.00	0.00	4,926.16	-4,926.16	-100.00	14,778.48
36990-0000	TOTAL OTHER INCOME	3,896.31	4,981.54	-1,085.23	-21.78	16,842.62	19,926.16	-3,083.54	-15.47	59,778.48
39990-0000	TOTAL INCOME	95,902.13	65,651.34	30,250.79	46.08	414,981.24	262,605.36	152,375.88	58.02	787,816.04
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	12,737.98	12,783.74	45.76	0.36	54,474.98	51,134.96	-3,340.02	-6.53	153,404.86
41100-4000	Employee Benefit Contribution-Admin	8,538.70	5,940.46	-2,598.24	-43.74	20,296.63	23,761.84	3,465.21	14.58	71,285.54
41109-9000	Total Administrative Salaries	21,276.68	18,724.20	-2,552.48	-13.63	74,771.61	74,896.80	125.19	0.17	224,690.40
41300-0000	Legal Expense									
41300-1000	Pre 2004 Admin Fee Expense	499.75	0.00	-499.75	N/A	499.75	0.00	-499.75	N/A	0.00
41300-2000	Court Costs	0.00	6.72	6.72	100.00	0.00	26.88	26.88	100.00	80.67
41300-3000	Tenant Screening	0.00	13.94	13.94	100.00	50.95	55.76	4.81	8.63	167.28
41300-4000	General Legal Expense	0.00	124.17	124.17	100.00	0.00	496.68	496.68	100.00	1,490.00
41310-0000	Total Legal Expense	499.75	144.83	-354.92	-245.06	550.70	579.32	28.62	4.94	1,737.95
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	0.00	139.92	139.92	100.00	0.00	559.68	559.68	100.00	1,678.98
41500-0000	Travel	0.00	46.63	46.63	100.00	85.15	186.52	101.37	54.35	559.55
41700-0000	Accounting Fees	385.41	579.91	194.50	33.54	1,546.33	2,319.64	773.31	33.34	6,958.92
41710-0000	Auditing Fees	0.00	64.64	64.64	100.00	0.00	258.56	258.56	100.00	775.71
41730-0000	Management Fee	4,482.82	4,358.33	-124.49	-2.86	18,240.44	17,433.32	-807.12	-4.63	52,300.00
41730-1000	Bookkeeping Fee	435.00	420.83	-14.17	-3.37	1,770.00	1,683.32	-86.68	-5.15	5,050.00
41730-2000	Asset Management Fee	580.00	641.67	61.67	9.61	2,360.00	2,566.68	206.68	8.05	7,700.00
41740-0000	Marketing	0.00	0.00	0.00	N/A	49.30	0.00	-49.30	N/A	0.00
41820-0000	Consultants	0.00	294.72	294.72	100.00	0.00	1,178.88	1,178.88	100.00	3,536.70
41890-0000	Total Other Admin Expenses	5,883.23	6,546.65	663.42	10.13	24,051.22	26,186.60	2,135.38	8.15	78,559.86
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	29.56	72.23	42.67	59.08	152.12	288.92	136.80	47.35	866.73

PH - Scattered Sites East (sse)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
41900-2000	Publications	0.00	14.13	14.13	100.00	0.00	56.52	56.52	100.00	169.59
41900-4000	Office Supplies	0.00	42.81	42.81	100.00	0.00	171.24	171.24	100.00	513.71
41900-5000	Inspection Expense	0.00	58.40	58.40	100.00	0.00	233.60	233.60	100.00	700.83
41900-7000	Telephone	213.52	207.93	-5.59	-2.69	474.72	831.72	357.00	42.92	2,495.19
41900-8000	Postage	6.52	172.68	166.16	96.22	354.16	690.72	336.56	48.73	2,072.10
41901-0000	Office Equipment Contracts	87.80	111.22	23.42	21.06	87.80	444.88	357.08	80.26	1,334.59
41901-5000	Special Events	0.00	0.00	0.00	N/A	47.54	0.00	-47.54	N/A	0.00
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	42.77	0.00	-42.77	N/A	0.00
41901-8000	Small Office Equipment	82.38	37.10	-45.28	-122.05	82.38	148.40	66.02	44.49	445.19
41902-0000	Bank Fees	183.00	0.00	-183.00	N/A	871.99	0.00	-871.99	N/A	0.00
41902-2000	Other Misc Admin Expenses	0.00	365.45	365.45	100.00	0.00	1,461.80	1,461.80	100.00	4,385.39
41910-0000	Total Miscellaneous Admin Expenses	21,879.46	19,806.15	-2,073.31	-10.47	76,885.09	79,224.60	2,339.51	2.95	237,673.72
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	28,262.44	26,497.63	-1,764.81	-6.66	101,487.01	105,990.52	4,503.51	4.25	317,971.53
42000-0000	TENANT SERVICES									
42100-0000	Tenant Services Salaries	0.00	127.17	127.17	100.00	-144.15	508.68	652.83	128.34	1,526.04
42100-1000	Employee Benefit Contributions-Tenant Sv	0.00	114.98	114.98	100.00	-108.98	459.92	568.90	123.70	1,379.74
42300-1000	Tenant Relocation	0.00	1,000.00	1,000.00	100.00	783.00	4,000.00	3,217.00	80.42	12,000.00
42990-0000	TOTAL TENANT SERVICES EXPENSES	0.00	1,242.15	1,242.15	100.00	529.87	4,968.60	4,438.73	89.34	14,905.78
43000-0000	UTILITY EXPENSES									
43100-0000	Water	7.99	26.81	18.82	70.20	-148.32	107.24	255.56	238.31	321.76
43200-0000	Electricity	150.98	177.54	26.56	14.96	398.18	710.16	311.98	43.93	2,130.49
43200-1000	Electricity-Vacant Units	263.74	0.00	-263.74	N/A	473.69	0.00	-473.69	N/A	0.00
43300-0000	Gas	0.00	119.54	119.54	100.00	0.00	478.16	478.16	100.00	1,434.43
43300-1000	Gas-Vacant Units	0.00	0.00	0.00	N/A	88.63	0.00	-88.63	N/A	0.00
43320-0000	Tenant-Owed Utilities	0.00	460.71	460.71	100.00	1,548.88	1,842.84	293.96	15.95	5,528.56
43400-0000	Garbage/Trash Removal	5.76	702.73	696.97	99.18	608.73	2,810.92	2,202.19	78.34	8,432.79
43900-0000	Sewer	0.00	139.35	139.35	100.00	106.16	557.40	451.24	80.95	1,672.26
43990-0000	TOTAL UTILITY EXPENSES	428.47	1,626.68	1,198.21	73.66	3,075.95	6,506.72	3,430.77	52.73	19,520.29
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44100-0000	Maintenance Salaries	6,787.19	5,526.09	-1,261.10	-22.82	30,158.06	22,104.36	-8,053.70	-36.43	66,313.05
44100-5000	Employee Benefit Contribution-Maint.	1,765.99	2,104.10	338.11	16.07	7,542.21	8,416.40	874.19	10.39	25,249.25
44120-0000	Vehicle Gas	1,363.83	0.00	-1,363.83	N/A	1,709.57	0.00	-1,709.57	N/A	0.00
44130-0000	Misc Vehicle Expenses	121.30	407.86	286.56	70.26	121.30	1,631.44	1,510.14	92.56	4,894.35
44190-0000	Total General Maint Expense	10,038.31	8,038.05	-2,000.26	-24.88	39,531.14	32,152.20	-7,378.94	-22.95	96,456.65
44200-0000	Materials									
44200-2000	Supplies-Appliance	640.28	277.49	-362.79	-130.74	2,010.95	1,109.96	-900.99	-81.17	3,329.91
44200-3000	Supplies-Decorating	0.00	428.82	428.82	100.00	0.00	1,715.28	1,715.28	100.00	5,145.83
44200-4000	Supplies-Electrical	97.52	216.56	119.04	54.97	272.93	866.24	593.31	68.49	2,598.71
44200-6000	Supplies-Janitorial/Cleaning	0.00	8.91	8.91	100.00	0.00	35.64	35.64	100.00	106.90
44200-7000	Supplies-Maint/Repairs	840.77	3,879.33	3,038.56	78.33	3,697.02	15,517.32	11,820.30	76.17	46,552.01
44200-8000	Supplies-Plumbing	105.40	1,215.86	1,110.46	91.33	456.36	4,863.44	4,407.08	90.62	14,590.26
44200-9000	Tools and Equipment	0.00	257.34	257.34	100.00	130.21	1,029.36	899.15	87.35	3,088.13
44201-0000	Supplies - HVAC	89.99	1.16	-88.83	-7,657.76	94.98	4.64	-90.34	-1,946.98	13.89
44290-0000	Total Materials	1,773.96	6,285.47	4,511.51	71.78	6,662.45	25,141.88	18,479.43	73.50	75,425.64
44300-0000	Contract Costs									
44300-6000	Contract-Electrical	0.00	59.02	59.02	100.00	11.66	236.08	224.42	95.06	708.23
44300-7000	Contract-Pest Control	490.00	174.19	-315.81	-181.30	490.00	696.76	206.76	29.67	2,090.28
44300-9000	Contract-Grounds	150.00	5,083.56	4,933.56	97.05	12,500.32	20,334.24	7,833.92	38.53	61,002.75
44301-0000	Contract-Janitorial/Cleaning	0.00	88.75	88.75	100.00	1,450.00	355.00	-1,095.00	-308.45	1,065.00
44301-0001	Mold Remediation	0.00	308.33	308.33	100.00	0.00	1,233.32	1,233.32	100.00	3,700.00
44301-1000	Contract-Plumbing	1,685.00	2,501.16	816.16	32.63	4,820.00	10,004.64	5,184.64	51.82	30,013.89
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	96.73	0.00	-96.73	N/A	0.00
44301-3000	Contract-HVAC	0.00	1,079.11	1,079.11	100.00	825.00	4,316.44	3,491.44	80.89	12,949.35

PH - Scattered Sites East (sse)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44301-7000	Contract-Elevator Monitoring	0.00	58.06	58.06	100.00	0.00	232.24	232.24	100.00	696.75
44302-2000	Contract-IT Contracts	69.99	833.33	763.34	91.60	3,000.88	3,333.32	332.44	9.97	10,000.00
44308-0000	Contract - Vehicle Lease	634.40	422.52	-211.88	-50.15	634.40	1,690.08	1,055.68	62.46	5,070.21
44309-0000	Contract-Security	0.00	60.76	60.76	100.00	0.00	243.04	243.04	100.00	729.09
44309-1000	Snow Removal Service	0.00	333.33	333.33	100.00	0.00	1,333.32	1,333.32	100.00	4,000.00
44309-9000	Contract Costs-Other	150.00	3,150.84	3,000.84	95.24	226.95	12,603.36	12,376.41	98.20	37,810.10
44390-0000	Total Contract Costs	3,179.39	14,152.96	10,973.57	77.54	24,055.94	56,611.84	32,555.90	57.51	169,835.65
44500-0000	Vacancy Turnover	0.00	2,500.00	2,500.00	100.00	0.00	10,000.00	10,000.00	100.00	30,000.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	14,991.66	30,976.48	15,984.82	51.60	70,249.53	123,905.92	53,656.39	43.30	371,717.94
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	1,150.17	591.64	-558.53	-94.40	4,484.00	2,366.56	-2,117.44	-89.47	7,099.69
45101-0000	Property Insurance	3,118.83	3,007.17	-111.66	-3.71	11,930.42	12,028.68	98.26	0.82	36,086.01
45102-0000	Liability Insurance	253.79	140.45	-113.34	-80.70	1,066.25	561.80	-504.45	-89.79	1,685.40
45200-0000	Payments in Lieu of Taxes	1,648.65	1,687.57	38.92	2.31	3,820.39	6,750.28	2,929.89	43.40	20,250.84
45210-0000	Misc. Taxes/Licenses/Insurance	415.87	237.82	-178.05	-74.87	1,485.78	951.28	-534.50	-56.19	2,853.89
45700-0000	Bad Debt-Tenant Rents	0.00	1,872.99	1,872.99	100.00	0.00	7,491.96	7,491.96	100.00	22,475.87
45900-0000	Other General Expense	0.00	31.45	31.45	100.00	0.00	125.80	125.80	100.00	377.44
45900-1000	Radon Grant Expense	0.00	50.00	50.00	100.00	4,320.00	200.00	-4,120.00	-2,060.00	600.00
45990-0000	TOTAL GENERAL EXPENSES	6,587.31	7,619.09	1,031.78	13.54	27,106.84	30,476.36	3,369.52	11.06	91,429.14
47000-0000	HOUSING ASSISTANCE PAYMENTS									
47150-1012	URP Expense - PH	4,933.00	0.00	-4,933.00	N/A	19,478.00	0.00	-19,478.00	N/A	0.00
47150-6000	FSS Escrow Payments	0.00	105.20	105.20	100.00	2,054.00	420.80	-1,633.20	-388.12	1,262.34
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	4,933.00	105.20	-4,827.80	-4,589.16	21,532.00	420.80	-21,111.20	-5,016.92	1,262.34
48990-0000	TOTAL OPERATING EXPENSES	55,202.88	68,067.23	12,864.35	18.90	223,981.20	272,268.92	48,287.72	17.74	816,807.02
49990-0000	**NET OPERATING INCOME**	**40,699.25**	**-2,415.89**	**43,115.14**	**1,784.65**	**191,000.04**	**-9,663.56**	**200,663.60**	**2,076.50**	**-28,990.98**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	29,025.92	0.00	-29,025.92	N/A	116,103.68	0.00	-116,103.68	N/A	0.00
51000-2000	Depreciation -Furn,Equip,Machinery-Dwell	774.14	0.00	-774.14	N/A	3,096.56	0.00	-3,096.56	N/A	0.00
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	336.92	0.00	-336.92	N/A	1,347.68	0.00	-1,347.68	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	1,347.99	0.00	-1,347.99	N/A	5,391.96	0.00	-5,391.96	N/A	0.00
52300-0000	Gain/Loss on Sale of Fixed Assets	0.00	80,000.00	80,000.00	100.00	-125,785.48	320,000.00	445,785.48	139.31	960,000.00
59990-0000	TOTAL NON-OPERATING ITEMS	31,484.97	80,000.00	48,515.03	60.64	154.40	320,000.00	319,845.60	99.95	960,000.00
90000-0000	NET INCOME	9,214.28	-82,415.89	91,630.17	111.18	190,845.64	-329,663.56	520,509.20	157.89	-988,990.98

PH - Scattered Sites West (ssw)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31010-0000	Rental Income									
31110-0000	Tenant Rent	12,043.00	6,666.67	5,376.33	80.64	35,189.13	26,666.68	8,522.45	31.96	80,000.00
31130-0000	Less: Vacancies	0.00	0.00	0.00	N/A	-1,549.13	0.00	-1,549.13	N/A	0.00
31190-0000	Total Rental Income	12,043.00	6,666.67	5,376.33	80.64	33,640.00	26,666.68	6,973.32	26.15	80,000.00
31200-0000	Other Tenant Income									
31200-3000	Damages	0.00	0.00	0.00	N/A	-656.00	0.00	-656.00	N/A	0.00
31200-4000	Late Charges	225.00	0.00	225.00	N/A	815.00	0.00	815.00	N/A	0.00
31200-7000	Excess Utility	91.27	166.67	-75.40	-45.24	4,827.80	666.68	4,161.12	624.16	2,000.00
31200-9000	Misc.Tenant Income	0.00	333.33	-333.33	-100.00	0.00	1,333.32	-1,333.32	-100.00	4,000.00
31290-0000	Total Other Tenant Income	316.27	500.00	-183.73	-36.75	4,986.80	2,000.00	2,986.80	149.34	6,000.00
31990-0000	TOTAL TENANT INCOME	12,359.27	7,166.67	5,192.60	72.45	38,626.80	28,666.68	9,960.12	34.74	86,000.00
34000-0000	GRANT INCOME									
34010-0000	Subsidy Grants	28,186.66	30,000.00	-1,813.34	-6.04	148,186.66	120,000.00	28,186.66	23.49	360,000.00
34010-1000	CFP Operating Grants	33,952.16	8,488.04	25,464.12	300.00	135,808.64	33,952.16	101,856.48	300.00	101,856.50
34990-0000	TOTAL GRANT INCOME	62,138.82	38,488.04	23,650.78	61.45	283,995.30	153,952.16	130,043.14	84.47	461,856.50
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	2,750.33	2,666.67	83.66	3.14	11,888.88	10,666.68	1,222.20	11.46	32,000.00
36500-0000	Miscellaneous Other Income	0.00	2,621.54	-2,621.54	-100.00	0.00	10,486.16	-10,486.16	-100.00	31,458.48
36990-0000	TOTAL OTHER INCOME	2,750.33	5,288.21	-2,537.88	-47.99	11,888.88	21,152.84	-9,263.96	-43.80	63,458.48
39990-0000	TOTAL INCOME	77,248.42	50,942.92	26,305.50	51.64	334,510.98	203,771.68	130,739.30	64.16	611,314.98
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	11,870.84	15,284.52	3,413.68	22.33	51,160.05	61,138.08	9,978.03	16.32	183,414.22
41100-3000	Compensated Absences	0.00	1,154.32	1,154.32	100.00	0.00	4,617.28	4,617.28	100.00	13,851.83
41100-4000	Employee Benefit Contribution-Admin	8,233.49	6,636.12	-1,597.37	-24.07	17,441.06	26,544.48	9,103.42	34.30	79,633.39
41109-9000	Total Administrative Salaries	20,104.33	23,074.96	2,970.63	12.87	68,601.11	92,299.84	23,698.73	25.68	276,899.44
41300-0000	Legal Expense									
41300-3000	Tenant Screening	15.50	12.10	-3.40	-28.10	277.75	48.40	-229.35	-473.86	145.22
41300-4000	General Legal Expense	0.00	250.00	250.00	100.00	0.00	1,000.00	1,000.00	100.00	3,000.00
41310-0000	Total Legal Expense	15.50	262.10	246.60	94.09	277.75	1,048.40	770.65	73.51	3,145.22
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	0.00	137.56	137.56	100.00	0.00	550.24	550.24	100.00	1,650.72
41500-0000	Travel	0.00	49.62	49.62	100.00	56.32	198.48	142.16	71.62	595.48
41700-0000	Accounting Fees	385.41	528.41	143.00	27.06	1,544.95	2,113.64	568.69	26.91	6,340.87
41710-0000	Auditing Fees	0.00	101.29	101.29	100.00	0.00	405.16	405.16	100.00	1,215.48
41730-0000	Management Fee	2,705.15	3,233.33	528.18	16.34	12,057.24	12,933.32	876.08	6.77	38,800.00
41730-1000	Bookkeeping Fee	262.50	317.50	55.00	17.32	1,170.00	1,270.00	100.00	7.87	3,810.00
41730-2000	Asset Management Fee	350.00	440.83	90.83	20.60	1,560.00	1,763.32	203.32	11.53	5,290.00
41740-0000	Marketing	0.00	0.00	0.00	N/A	34.80	0.00	-34.80	N/A	0.00
41820-0000	Consultants	0.00	213.43	213.43	100.00	0.00	853.72	853.72	100.00	2,561.20
41890-0000	Total Other Admin Expenses	3,703.06	5,021.97	1,318.91	26.26	16,423.31	20,087.88	3,664.57	18.24	60,263.75
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	20.87	89.27	68.40	76.62	107.39	357.08	249.69	69.93	1,071.19
41900-2000	Publications	0.00	9.53	9.53	100.00	0.00	38.12	38.12	100.00	114.39
41900-4000	Office Supplies	0.00	33.39	33.39	100.00	0.00	133.56	133.56	100.00	400.67
41900-5000	Inspection Expense	0.00	462.04	462.04	100.00	0.00	1,848.16	1,848.16	100.00	5,544.54

PH - Scattered Sites West (ssw)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
41900-7000	Telephone	131.66	186.98	55.32	29.59	310.19	747.92	437.73	58.53	2,243.77
41900-8000	Postage	4.60	131.74	127.14	96.51	243.30	526.96	283.66	53.83	1,580.92
41901-0000	Office Equipment Contracts	61.98	79.48	17.50	22.02	61.98	317.92	255.94	80.50	953.72
41901-5000	Special Events	0.00	0.00	0.00	N/A	33.56	0.00	-33.56	N/A	0.00
41901-7000	Temporary Administrative Labor	0.00	0.00	0.00	N/A	42.84	0.00	-42.84	N/A	0.00
41901-8000	Small Office Equipment	58.15	0.23	-57.92	-25,182.61	58.15	0.92	-57.23	-6,220.65	2.78
41902-0000	Bank Fees	129.19	0.00	-129.19	N/A	615.53	0.00	-615.53	N/A	0.00
41902-2000	Other Misc Admin Expenses	100.00	145.95	45.95	31.48	193.88	583.80	389.92	66.79	1,751.39
41910-0000	Total Miscellaneous Admin Expenses	20,610.78	24,213.57	3,602.79	14.88	70,267.93	96,854.28	26,586.35	27.45	290,562.81
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	24,329.34	29,497.64	5,168.30	17.52	86,968.99	117,990.56	31,021.57	26.29	353,971.78
42000-0000	TENANT SERVICES									
42100-0000	Tenant Services Salaries	0.00	103.63	103.63	100.00	-101.75	414.52	516.27	124.55	1,243.53
42100-1000	Employee Benefit Contributions-Tenant Sv	0.00	84.16	84.16	100.00	-77.57	336.64	414.21	123.04	1,009.97
42300-1000	Tenant Relocation	0.00	1,070.42	1,070.42	100.00	0.00	4,281.68	4,281.68	100.00	12,845.05
42990-0000	TOTAL TENANT SERVICES EXPENSES	0.00	1,258.21	1,258.21	100.00	-179.32	5,032.84	5,212.16	103.56	15,098.55
43000-0000	UTILITY EXPENSES									
43100-0000	Water	-89.74	22.00	111.74	507.91	8.32	88.00	79.68	90.55	264.00
43200-0000	Electricity	0.00	49.25	49.25	100.00	36.10	197.00	160.90	81.68	591.00
43200-1000	Electricity-Vacant Units	205.48	0.00	-205.48	N/A	347.65	0.00	-347.65	N/A	0.00
43300-0000	Gas	107.46	165.33	57.87	35.00	107.46	661.32	553.86	83.75	1,984.00
43300-1000	Gas-Vacant Units	298.41	0.00	-298.41	N/A	367.63	0.00	-367.63	N/A	0.00
43320-0000	Tenant-Owed Utilities	1,678.47	418.08	-1,260.39	-301.47	5,906.57	1,672.32	-4,234.25	-253.20	5,017.00
43400-0000	Garbage/Trash Removal	543.61	18.17	-525.44	-2,891.80	5,189.13	72.68	-5,116.45	-7,039.69	218.00
43900-0000	Sewer	167.88	86.08	-81.80	-95.03	451.91	344.32	-107.59	-31.25	1,033.00
43990-0000	TOTAL UTILITY EXPENSES	2,911.57	758.91	-2,152.66	-283.65	12,414.77	3,035.64	-9,379.13	-308.97	9,107.00
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44100-0000	Maintenance Salaries	9,335.74	6,045.42	-3,290.32	-54.43	40,931.74	24,181.68	-16,750.06	-69.27	72,545.00
44100-5000	Employee Benefit Contribution-Maint.	2,429.08	2,293.58	-135.50	-5.91	9,481.72	9,174.32	-307.40	-3.35	27,523.00
44120-0000	Vehicle Gas	1,365.65	0.00	-1,365.65	N/A	1,711.90	0.00	-1,711.90	N/A	0.00
44130-0000	Misc Vehicle Expenses	121.30	445.92	324.62	72.80	121.30	1,783.68	1,662.38	93.20	5,351.00
44190-0000	Total General Maint Expense	13,251.77	8,784.92	-4,466.85	-50.85	52,246.66	35,139.68	-17,106.98	-48.68	105,419.00
44200-0000	Materials									
44200-1000	Supplies-Grounds	0.00	1.17	1.17	100.00	0.00	4.68	4.68	100.00	14.00
44200-2000	Supplies-Appliance	0.00	73.58	73.58	100.00	3,564.11	294.32	-3,269.79	-1,110.96	883.00
44200-3000	Supplies-Decorating	0.00	145.67	145.67	100.00	0.00	582.68	582.68	100.00	1,748.00
44200-4000	Supplies-Electrical	0.00	45.92	45.92	100.00	661.35	183.68	-477.67	-260.06	551.00
44200-6000	Supplies-Janitorial/Cleaning	0.00	1.42	1.42	100.00	0.00	5.68	5.68	100.00	17.00
44200-7000	Supplies-Maint/Repairs	1,063.75	1,504.67	440.92	29.30	6,649.58	6,018.68	-630.90	-10.48	18,056.00
44200-8000	Supplies-Plumbing	0.00	152.67	152.67	100.00	1,394.78	610.68	-784.10	-128.40	1,832.00
44200-9000	Tools and Equipment	117.95	93.42	-24.53	-26.26	245.38	373.68	128.30	34.33	1,121.00
44201-0000	Supplies - HVAC	0.00	0.00	0.00	N/A	135.94	0.00	-135.94	N/A	0.00
44290-0000	Total Materials	1,181.70	2,018.52	836.82	41.46	12,651.14	8,074.08	-4,577.06	-56.69	24,222.00
44300-0000	Contract Costs									
44300-6000	Contract-Electrical	0.00	16.33	16.33	100.00	1,920.23	65.32	-1,854.91	-2,839.73	196.00
44300-7000	Contract-Pest Control	330.00	108.58	-221.42	-203.92	330.00	434.32	104.32	24.02	1,303.00
44300-9000	Contract-Grounds	3,350.00	1,127.67	-2,222.33	-197.07	7,452.93	4,510.68	-2,942.25	-65.23	13,532.00
44301-0000	Contract-Janitorial/Cleaning	0.00	105.75	105.75	100.00	0.00	423.00	423.00	100.00	1,269.00
44301-0001	Mold Remediation	0.00	29.17	29.17	100.00	2,330.00	116.68	-2,213.32	-1,896.91	350.00
44301-1000	Contract-Plumbing	5,650.00	1,718.42	-3,931.58	-228.79	9,440.00	6,873.68	-2,566.32	-37.34	20,621.00
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	599.51	0.00	-599.51	N/A	0.00
44301-3000	Contract-HVAC	524.28	641.25	116.97	18.24	2,645.28	2,565.00	-80.28	-3.13	7,695.00
44301-5000	Contract-Equipment Rental	0.00	0.00	0.00	N/A	675.00	0.00	-675.00	N/A	0.00
44302-2000	Contract-IT Contracts	50.57	583.33	532.76	91.33	2,111.91	2,333.32	221.41	9.49	7,000.00

PH - Scattered Sites West (ssw)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44308-0000	Contract - Vehicle Lease	555.04	283.67	-271.37	-95.66	555.04	1,134.68	579.64	51.08	3,404.00
44309-0000	Contract-Security	0.00	1.50	1.50	100.00	0.00	6.00	6.00	100.00	18.00
44309-1000	Snow Removal Service	0.00	33.75	33.75	100.00	650.00	135.00	-515.00	-381.48	405.00
44309-9000	Contract Costs-Other	0.00	3,677.74	3,677.74	100.00	2,840.22	14,710.96	11,870.74	80.69	44,132.87
44390-0000	Total Contract Costs	10,459.89	8,327.16	-2,132.73	-25.61	31,550.12	33,308.64	1,758.52	5.28	99,925.87
44500-0000	Vacancy Turnover	0.00	833.33	833.33	100.00	16,575.00	3,333.32	-13,241.68	-397.25	10,000.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	24,893.36	19,963.93	-4,929.43	-24.69	113,022.92	79,855.72	-33,167.20	-41.53	239,566.87
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	1,123.34	511.69	-611.65	-119.54	4,384.41	2,046.76	-2,337.65	-114.21	6,140.26
45101-0000	Property Insurance	2,160.02	1,992.20	-167.82	-8.42	8,263.14	7,968.80	-294.34	-3.69	23,906.41
45102-0000	Liability Insurance	247.87	121.58	-126.29	-103.87	1,041.38	486.32	-555.06	-114.13	1,458.97
45200-0000	Payments in Lieu of Taxes	913.14	1,028.06	114.92	11.18	-404.00	4,112.24	4,516.24	109.82	12,336.73
45210-0000	Misc. Taxes/Licenses/Insurance	5.00	37.78	32.78	86.77	126.09	151.12	25.03	16.56	453.39
45700-0000	Bad Debt-Tenant Rents	0.00	216.97	216.97	100.00	0.00	867.88	867.88	100.00	2,603.65
45900-0000	Other General Expense	0.00	40.78	40.78	100.00	0.00	163.12	163.12	100.00	489.36
45900-1000	Radon Grant Expense	2,129.00	1,660.00	-469.00	-28.25	18,028.00	6,640.00	-11,388.00	-171.51	19,920.00
45990-0000	TOTAL GENERAL EXPENSES	6,578.37	5,609.06	-969.31	-17.28	31,439.02	22,436.24	-9,002.78	-40.13	67,308.77
47000-0000	HOUSING ASSISTANCE PAYMENTS									
47150-1012	URP Expense - PH	2,729.00	0.00	-2,729.00	N/A	11,348.00	0.00	-11,348.00	N/A	0.00
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	2,729.00	0.00	-2,729.00	N/A	11,348.00	0.00	-11,348.00	N/A	0.00
48990-0000	TOTAL OPERATING EXPENSES	61,441.64	57,087.75	-4,353.89	-7.63	255,014.38	228,351.00	-26,663.38	-11.68	685,052.97
49990-0000	**NET OPERATING INCOME**	**15,806.78**	**-6,144.83**	**21,951.61**	**357.24**	**79,496.60**	**-24,579.32**	**104,075.92**	**423.43**	**-73,737.99**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	19,237.46	0.00	-19,237.46	N/A	76,949.84	0.00	-76,949.84	N/A	0.00
51000-2000	Depreciation -Furn,Equip,Machinery-Dwell	270.27	0.00	-270.27	N/A	1,081.08	0.00	-1,081.08	N/A	0.00
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	188.64	0.00	-188.64	N/A	754.56	0.00	-754.56	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	951.27	0.00	-951.27	N/A	3,805.08	0.00	-3,805.08	N/A	0.00
52300-0000	Gain/Loss on Sale of Fixed Assets	-146,812.27	75,000.00	221,812.27	295.75	-929,493.13	300,000.00	1,229,493.13	409.83	900,000.00
59990-0000	TOTAL NON-OPERATING ITEMS	-126,164.63	75,000.00	201,164.63	268.22	-846,902.57	300,000.00	1,146,902.57	382.30	900,000.00
90000-0000	NET INCOME	141,971.41	-81,144.83	223,116.24	274.96	926,399.17	-324,579.32	1,250,978.49	385.42	-973,737.99

All HCV - HAP, ADMIN, PBV (.allhcv)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31010-0000	Rental Income									
31110-0000	Tenant Rent	11,174.35	0.00	11,174.35	N/A	19,460.00	0.00	19,460.00	N/A	0.00
31190-0000	Total Rental Income	11,174.35	0.00	11,174.35	N/A	19,460.00	0.00	19,460.00	N/A	0.00
31200-0000	Other Tenant Income									
31210-0000	Tenant Payment Agreement (TPA) Rer	-3,721.35	0.00	-3,721.35	N/A	-7,900.35	0.00	-7,900.35	N/A	0.00
31290-0000	Total Other Tenant Income	-3,721.35	0.00	-3,721.35	N/A	-7,900.35	0.00	-7,900.35	N/A	0.00
31990-0000	TOTAL TENANT INCOME	7,453.00	0.00	7,453.00	N/A	11,559.65	0.00	11,559.65	N/A	0.00
34000-0000	GRANT INCOME									
34100-1000	Section 8 HAP Earned (VO)	3,400,680.00	3,258,434.00	142,246.00	4.37	3,400,680.00	9,669,742.00	-6,269,062.00	-64.83	0.00
34100-1050	Section 8 Mainstream HAP (DV)	71,851.00	64,785.25	7,065.75	10.91	71,851.00	64,785.25	7,065.75	10.91	0.00
34100-1060	Section 8 EHV HAP Earned (EH)	40,938.00	50,247.58	-9,309.58	-18.53	40,938.00	50,247.58	-9,309.58	-18.53	0.00
34100-2000	Section 8 Admin Fee Income (AF)	284,676.00	309,551.23	-24,875.23	-8.04	1,153,618.00	309,551.23	844,066.77	272.67	0.00
34100-2050	Section 8 Mainstream Admin Inc (8F)	0.00	9,583.33	-9,583.33	-100.00	0.00	9,583.33	-9,583.33	-100.00	0.00
34100-2060	Section 8 EHV Admin Fee Inc (EF)	5,860.00	5,000.00	860.00	17.20	5,860.00	5,000.00	860.00	17.20	0.00
34100-3100	ROSS Grant Income	0.00	0.00	0.00	N/A	0.00	17,986.50	-17,986.50	-100.00	0.00
34100-4000	Port-In Admin Fees Earned	1,956.72	2,219.06	-262.34	-11.82	7,740.46	2,219.06	5,521.40	248.82	0.00
34100-5000	Section 8 EHV Issuance Fee	0.00	50.00	-50.00	-100.00	0.00	50.00	-50.00	-100.00	0.00
34100-5030	Section 8 EHV Service Fee	0.00	196.38	-196.38	-100.00	0.00	785.52	-785.52	-100.00	0.00
34100-6000	Port In HAP Earned	27,091.00	22,364.58	4,726.42	21.13	103,257.00	22,364.58	80,892.42	361.70	0.00
34990-0000	TOTAL GRANT INCOME	3,833,052.72	3,722,431.41	110,621.31	2.97	4,783,944.46	10,152,315.05	-5,368,370.59	-52.88	0.00
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	119.98	191.67	-71.69	-37.40	493.16	191.67	301.49	157.30	0.00
36500-0000	Miscellaneous Other Income	425.00	6,250.00	-5,825.00	-93.20	3,325.00	6,250.00	-2,925.00	-46.80	0.00
36990-0000	TOTAL OTHER INCOME	544.98	6,441.67	-5,896.69	-91.54	3,818.16	6,441.67	-2,623.51	-40.73	0.00
39990-0000	TOTAL INCOME	3,841,050.70	3,728,873.08	112,177.62	3.01	4,799,322.27	10,158,756.72	-5,359,434.45	-52.76	0.00
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	94,350.17	110,487.95	16,137.78	14.61	438,621.64	110,487.95	-328,133.69	-296.99	0.00
41100-1000	Administrative Salaries - Mainstream	0.00	3,637.82	3,637.82	100.00	0.00	3,637.82	3,637.82	100.00	0.00
41100-1100	Administrative Salaries - EHV	1,942.18	1,666.67	-275.51	-16.53	1,942.18	1,666.67	-275.51	-16.53	0.00
41100-4000	Employee Benefit Contribution-Admin	60,819.11	46,364.89	-14,454.22	-31.17	157,136.72	46,364.89	-110,771.83	-238.91	0.00
41100-4001	Emp Benefit Cont-Admin Mainstream	0.00	1,083.33	1,083.33	100.00	0.00	1,083.33	1,083.33	100.00	0.00
41100-4002	Emp Benefit Cont-Admin EHV	505.35	641.67	136.32	21.24	505.35	641.67	136.32	21.24	0.00
41109-9000	Total Administrative Salaries	157,616.81	163,882.33	6,265.52	3.82	598,205.89	163,882.33	-434,323.56	-265.02	0.00
41300-0000	Legal Expense									
41300-2000	Court Costs	1,417.35	0.00	-1,417.35	N/A	1,417.35	0.00	-1,417.35	N/A	0.00
41300-3000	Tenant Screening	3,036.15	1,083.33	-1,952.82	-180.26	6,032.15	1,083.33	-4,948.82	-456.82	0.00
41300-4000	General Legal Expense	0.00	144.08	144.08	100.00	0.00	144.08	144.08	100.00	0.00
41310-0000	Total Legal Expense	4,453.50	1,227.41	-3,226.09	-262.84	7,449.50	1,227.41	-6,222.09	-506.93	0.00
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	-600.00	2,083.33	2,683.33	128.80	-600.00	2,083.33	2,683.33	128.80	0.00
41500-0000	Travel	60.10	308.33	248.23	80.51	2,926.09	308.33	-2,617.76	-849.01	0.00
41700-0000	Accounting Fees	1,541.67	3,583.33	2,041.66	56.98	6,208.08	3,583.33	-2,624.75	-73.25	0.00
41710-0000	Auditing Fees	0.00	533.33	533.33	100.00	0.00	2,177.39	2,177.39	100.00	0.00
41720-0000	Port Out Admin Fee Paid	3,875.03	4,833.33	958.30	19.83	15,563.41	4,833.33	-10,730.08	-222.00	0.00
41730-0000	Management Fee	0.00	57,278.25	57,278.25	100.00	0.00	57,278.25	57,278.25	100.00	0.00

All HCV - HAP, ADMIN, PBV (.allhcv)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
41730-0100	Management Fee - HCV	56,935.20	0.00	-56,935.20	N/A	230,723.60	0.00	-230,723.60	N/A	0.00
41730-0150	Management Fee - HCV Mainstream	0.00	1,884.37	1,884.37	100.00	0.00	1,884.37	1,884.37	100.00	0.00
41730-0160	Management Fee - HCV EHV	1,172.00	875.00	-297.00	-33.94	1,172.00	875.00	-297.00	-33.94	0.00
41730-1100	Bookkeeping Fee - HCV	21,810.00	21,403.17	-406.83	-1.90	86,677.50	21,403.17	-65,274.33	-304.98	0.00
41730-1150	Bookkeeping Fee - HCV Mainstream	532.50	911.73	379.23	41.59	532.50	911.73	379.23	41.59	0.00
41730-1160	Bookkeeping Fee - HCV EHV	337.50	600.00	262.50	43.75	337.50	600.00	262.50	43.75	0.00
41740-0000	Marketing	0.00	0.00	0.00	N/A	435.00	0.00	-435.00	N/A	0.00
41820-0000	Consultants	0.00	3,333.33	3,333.33	100.00	0.00	3,333.33	3,333.33	100.00	0.00
41890-0000	Total Other Admin Expenses	85,664.00	97,627.50	11,963.50	12.25	343,975.68	99,271.56	-244,704.12	-246.50	0.00
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	260.83	403.07	142.24	35.29	3,098.62	403.07	-2,695.55	-668.75	0.00
41900-2000	Publications	0.00	83.28	83.28	100.00	0.00	83.28	83.28	100.00	0.00
41900-4000	Office Supplies	0.00	847.16	847.16	100.00	950.59	847.16	-103.43	-12.21	0.00
41900-7000	Telephone	2,524.38	1,534.29	-990.09	-64.53	6,334.11	5,671.95	-662.16	-11.67	0.00
41900-8000	Postage	57.60	875.52	817.92	93.42	3,073.99	3,502.08	428.09	12.22	0.00
41901-0000	Office Equipment Contracts	2,999.76	814.77	-2,184.99	-268.17	3,704.16	3,259.08	-445.08	-13.66	0.00
41901-3000	Internet	0.00	469.11	469.11	100.00	99.94	469.11	369.17	78.70	0.00
41901-4000	Cable/Video	0.00	78.15	78.15	100.00	84.85	78.15	-6.70	-8.57	0.00
41901-5000	Special Events	0.00	0.00	0.00	N/A	419.50	0.00	-419.50	N/A	0.00
41901-7000	Temporary Administrative Labor	2,400.00	2,750.00	350.00	12.73	18,100.00	11,000.00	-7,100.00	-64.55	0.00
41901-8000	Small Office Equipment	726.90	77.27	-649.63	-840.73	1,266.90	77.27	-1,189.63	-1,539.58	0.00
41902-0000	Bank Fees	1,920.19	0.00	-1,920.19	N/A	8,024.00	0.00	-8,024.00	N/A	0.00
41902-2000	Other Misc Admin Expenses	0.00	2,282.62	2,282.62	100.00	20.41	2,282.62	2,262.21	99.11	0.00
41910-0000	Total Miscellaneous Admin Expenses	168,506.47	174,097.57	5,591.10	3.21	643,382.96	191,556.10	-451,826.86	-235.87	0.00
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	258,623.97	272,952.48	14,328.51	5.25	994,808.14	292,055.07	-702,753.07	-240.62	0.00
42000-0000	TENANT SERVICES									
42100-0000	Tenant Services Salaries	0.00	0.00	0.00	N/A	8,669.08	0.00	-8,669.08	N/A	0.00
42100-1000	Employee Benefit Contributions-Tenant Sv	0.00	0.00	0.00	N/A	2,267.53	0.00	-2,267.53	N/A	0.00
42300-1000	Tenant Relocation	0.00	0.00	0.00	N/A	0.00	3,211.26	3,211.26	100.00	0.00
42990-0000	TOTAL TENANT SERVICES EXPENSES	0.00	0.00	0.00	N/A	10,936.61	3,211.26	-7,725.35	-240.57	0.00
43000-0000	UTILITY EXPENSES									
43100-0000	Water	30.00	55.70	25.70	46.14	179.06	222.80	43.74	19.63	0.00
43200-0000	Electricity	585.34	664.79	79.45	11.95	2,302.14	2,659.16	357.02	13.43	0.00
43300-0000	Gas	363.91	261.48	-102.43	-39.17	525.12	1,045.92	520.80	49.79	0.00
43320-0000	Tenant-Owed Utilities	0.00	0.00	0.00	N/A	0.00	1,254.18	1,254.18	100.00	0.00
43400-0000	Garbage/Trash Removal	50.86	325.30	274.44	84.37	7,199.39	325.30	-6,874.09	-2,113.15	0.00
43900-0000	Sewer	40.00	47.83	7.83	16.37	225.38	47.83	-177.55	-371.21	0.00
43990-0000	TOTAL UTILITY EXPENSES	1,070.11	1,355.10	284.99	21.03	10,431.09	5,555.19	-4,875.90	-87.77	0.00
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44120-0000	Vehicle Gas	826.64	0.00	-826.64	N/A	1,069.82	0.00	-1,069.82	N/A	0.00
44130-0000	Misc Vehicle Expenses	0.00	214.89	214.89	100.00	0.00	214.89	214.89	100.00	0.00
44190-0000	Total General Maint Expense	826.64	214.89	-611.75	-284.68	1,069.82	214.89	-854.93	-397.85	0.00
44200-0000	Materials									
44200-3000	Supplies-Decorating	0.00	0.00	0.00	N/A	15.99	0.00	-15.99	N/A	0.00
44200-6000	Supplies-Janitorial/Cleaning	0.00	0.00	0.00	N/A	354.73	0.00	-354.73	N/A	0.00
44200-7000	Supplies-Maint/Repairs	133.98	810.60	676.62	83.47	2,516.08	810.60	-1,705.48	-210.40	0.00
44200-9000	Tools and Equipment	0.00	0.00	0.00	N/A	503.84	0.00	-503.84	N/A	0.00
44201-0000	Supplies - HVAC	95.98	0.00	-95.98	N/A	95.98	0.00	-95.98	N/A	0.00
44290-0000	Total Materials	229.96	810.60	580.64	71.63	3,486.62	810.60	-2,676.02	-330.13	0.00
44300-0000	Contract Costs									
44300-3000	Contract-Building Repairs	216.00	0.00	-216.00	N/A	216.00	0.00	-216.00	N/A	0.00
44300-6000	Contract-Electrical	0.00	53.07	53.07	100.00	102.90	212.28	109.38	51.53	0.00
44300-7000	Contract-Pest Control	39.00	29.16	-9.84	-33.74	156.00	29.16	-126.84	-434.98	0.00

All HCV - HAP, ADMIN, PBV (.allhcv)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44300-9000	Contract-Grounds	1,692.00	328.21	-1,363.79	-415.52	4,100.56	328.21	-3,772.35	-1,149.37	0.00
44301-0000	Contract-Janitorial/Cleaning	34,587.96	394.00	-34,193.96	-8,678.67	34,587.96	394.00	-34,193.96	-8,678.67	0.00
44301-1000	Contract-Plumbing	46,190.10	190.79	-45,999.31	-24,109.92	46,604.10	190.79	-46,413.31	-24,326.91	0.00
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	1,203.60	0.00	-1,203.60	N/A	0.00
44301-3000	Contract-HVAC	0.00	14.32	14.32	100.00	0.00	14.32	14.32	100.00	0.00
44301-4000	Contract-Vehicle Maintenance	0.00	610.28	610.28	100.00	0.00	610.28	610.28	100.00	0.00
44301-7000	Contract-Elevator Monitoring	83.40	131.88	48.48	36.76	374.85	131.88	-242.97	-184.24	0.00
44301-8000	Contract-Alarm Monitoring	80.98	0.00	-80.98	N/A	161.96	0.00	-161.96	N/A	0.00
44302-2000	Contract-IT Contracts	1,585.35	9,605.75	8,020.40	83.50	29,913.24	9,605.75	-20,307.49	-211.41	0.00
44308-0000	Contract - Vehicle Lease	2,105.04	1,052.61	-1,052.43	-99.98	2,105.04	1,052.61	-1,052.43	-99.98	0.00
44309-0000	Contract-Security	0.00	252.92	252.92	100.00	0.00	252.92	252.92	100.00	0.00
44309-1000	Snow Removal Service	0.00	377.61	377.61	100.00	0.00	377.61	377.61	100.00	0.00
44309-9000	Contract Costs-Other	331.20	1,525.07	1,193.87	78.28	727.95	1,525.07	797.12	52.27	0.00
44390-0000	Total Contract Costs	86,911.03	14,565.67	-72,345.36	-496.68	120,254.16	14,724.88	-105,529.28	-716.67	0.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	87,967.63	15,591.16	-72,376.47	-464.21	124,810.60	15,750.37	-109,060.23	-692.43	0.00
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	5,068.34	5,838.68	770.34	13.19	19,759.21	23,354.72	3,595.51	15.40	0.00
45101-0000	Property Insurance	50.59	103.34	52.75	51.05	197.93	103.34	-94.59	-91.53	0.00
45102-0000	Liability Insurance	1,118.36	1,381.79	263.43	19.06	4,698.57	1,381.79	-3,316.78	-240.04	0.00
45210-0000	Misc. Taxes/Licenses/Insurance	183.58	749.55	565.97	75.51	650.25	749.55	99.30	13.25	0.00
45800-0000	HCV nonHAP Admin Expense	1,944.00	0.00	-1,944.00	N/A	9,713.00	0.00	-9,713.00	N/A	0.00
45850-0000	Port-In HAP Expense	27,756.00	22,364.58	-5,391.42	-24.11	105,580.00	22,364.58	-83,215.42	-372.09	0.00
45850-1000	LL Incentive - Bonus	37,730.00	0.00	-37,730.00	N/A	56,680.00	0.00	-56,680.00	N/A	0.00
45850-2000	LL Incentive - Vacancy	4,566.00	0.00	-4,566.00	N/A	14,381.00	0.00	-14,381.00	N/A	0.00
45900-0000	Other General Expense	0.00	0.00	0.00	N/A	-12,590.06	0.00	12,590.06	N/A	0.00
45990-0000	TOTAL GENERAL EXPENSES	78,416.87	30,437.94	-47,978.93	-157.63	199,069.90	47,953.98	-151,115.92	-315.13	0.00
47000-0000	HOUSING ASSISTANCE PAYMENTS									
47150-0000	Housing Assistance Payments	2,373,426.00	3,258,434.00	885,008.00	27.16	2,542,244.00	16,292,170.00	13,749,926.00	84.40	0.00
47150-0001	HAP Expense - EHV	49,234.00	50,247.58	1,013.58	2.02	49,234.00	50,247.58	1,013.58	2.02	0.00
47150-0002	HAP Expense - Mainstream	70,560.00	64,785.25	-5,774.75	-8.91	70,560.00	64,785.25	-5,774.75	-8.91	0.00
47150-0003	HAP Expense - FUP	281,844.00	0.00	-281,844.00	N/A	281,844.00	0.00	-281,844.00	N/A	0.00
47150-0004	HAP Expense - FUPY	2,779.00	0.00	-2,779.00	N/A	2,779.00	0.00	-2,779.00	N/A	0.00
47150-0005	HAP Expense - FUP09	18,829.00	0.00	-18,829.00	N/A	18,829.00	0.00	-18,829.00	N/A	0.00
47150-0006	HAP Expense - NED	87,896.00	0.00	-87,896.00	N/A	87,896.00	0.00	-87,896.00	N/A	0.00
47150-0008	HAP Expense - VASH	5,515.00	0.00	-5,515.00	N/A	15,747.00	0.00	-15,747.00	N/A	0.00
47150-0010	HAP Expense - Tenant Protection	41,309.00	0.00	-41,309.00	N/A	160,066.00	0.00	-160,066.00	N/A	0.00
47150-0011	HAP Expense - PBV	447,693.00	0.00	-447,693.00	N/A	1,631,095.00	0.00	-1,631,095.00	N/A	0.00
47150-1000	URP Expense	42,807.00	0.00	-42,807.00	N/A	45,237.00	0.00	-45,237.00	N/A	0.00
47150-1001	URP Expense - EHV	1,752.00	0.00	-1,752.00	N/A	1,752.00	0.00	-1,752.00	N/A	0.00
47150-1002	URP Expense - Mainstream	840.00	0.00	-840.00	N/A	840.00	0.00	-840.00	N/A	0.00
47150-1003	URP Expense - FUP	8,863.00	0.00	-8,863.00	N/A	8,863.00	0.00	-8,863.00	N/A	0.00
47150-1004	URP Expense - FUPY	35.00	0.00	-35.00	N/A	35.00	0.00	-35.00	N/A	0.00
47150-1005	URP Expense - FUP09	76.00	0.00	-76.00	N/A	76.00	0.00	-76.00	N/A	0.00
47150-1006	URP Expense - NED	618.00	0.00	-618.00	N/A	618.00	0.00	-618.00	N/A	0.00
47150-1008	URP Expense - VASH	51.00	0.00	-51.00	N/A	204.00	0.00	-204.00	N/A	0.00
47150-1010	URP Expense - Tenant Protection	1,772.00	0.00	-1,772.00	N/A	6,443.00	0.00	-6,443.00	N/A	0.00
47150-1011	URP Expense - PBV	8,373.00	0.00	-8,373.00	N/A	33,172.00	0.00	-33,172.00	N/A	0.00
47150-2000	Port Out HAP Payments	93,058.00	0.00	-93,058.00	N/A	304,041.00	0.00	-304,041.00	N/A	0.00
47150-2001	Port Out HAP Exp - PBV	1,302.00	0.00	-1,302.00	N/A	7,896.00	0.00	-7,896.00	N/A	0.00
47150-2003	Port Out HAP Exp - FUP	11,084.00	0.00	-11,084.00	N/A	11,084.00	0.00	-11,084.00	N/A	0.00
47150-2005	Port Out HAP Exp - FUP 09	2,836.00	0.00	-2,836.00	N/A	2,836.00	0.00	-2,836.00	N/A	0.00
47150-2007	Port Out HAP Exp - NED	2,769.00	0.00	-2,769.00	N/A	2,769.00	0.00	-2,769.00	N/A	0.00
47150-3000	Port-Out Admin Fee Expense	599.25	0.00	-599.25	N/A	599.25	0.00	-599.25	N/A	0.00
47150-3001	Port-Out Admin Fee Exp - PBV	77.56	0.00	-77.56	N/A	465.36	0.00	-465.36	N/A	0.00
47150-3002	Port-Out Admin Fee Exp - FUP	386.03	0.00	-386.03	N/A	386.03	0.00	-386.03	N/A	0.00

All HCV - HAP, ADMIN, PBV (.allhcv)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
47150-3004	Port-Out Admin Fee Exp - FUP 09	172.36	0.00	-172.36	N/A	172.36	0.00	-172.36	N/A	0.00
47150-3006	Port-Out Admin Fee Exp - NED	79.63	0.00	-79.63	N/A	79.63	0.00	-79.63	N/A	0.00
47150-6000	FSS Escrow Payments	31,857.91	0.00	-31,857.91	N/A	29,507.55	0.00	-29,507.55	N/A	0.00
47150-6001	FSS Escrow Exp - PBV	952.00	0.00	-952.00	N/A	3,808.00	0.00	-3,808.00	N/A	0.00
47150-6003	FSS Escrow Exp - EHV	171.00	0.00	-171.00	N/A	171.00	0.00	-171.00	N/A	0.00
47150-6004	FSS Escrow Exp - FUP	7,941.00	0.00	-7,941.00	N/A	7,941.00	0.00	-7,941.00	N/A	0.00
47150-6006	FSS Escrow Exp - FUP 09	2,855.00	0.00	-2,855.00	N/A	2,855.00	0.00	-2,855.00	N/A	0.00
47150-6009	FSS Escrow Exp - TPV	216.00	0.00	-216.00	N/A	324.00	0.00	-324.00	N/A	0.00
47150-7000	Housing Counseling Program Expenses	0.00	0.00	0.00	N/A	30.42	0.00	-30.42	N/A	0.00
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	3,600,628.74	3,373,466.83	-227,161.91	-6.73	5,332,499.60	16,407,202.83	11,074,703.23	67.50	0.00
48990-0000	TOTAL OPERATING EXPENSES	4,026,707.32	3,693,803.51	-332,903.81	-9.01	6,672,555.94	16,771,728.70	10,099,172.76	60.22	0.00
49990-0000	**NET OPERATING INCOME**	**-185,656.62**	**35,069.57**	**-220,726.19**	**-629.40**	**-1,873,233.67**	**-6,612,971.98**	**4,739,738.31**	**71.67**	**0.00**
50000-0000	NON-OPERATING ITEMS									
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	40.20	0.00	-40.20	N/A	160.80	0.00	-160.80	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	1,386.16	0.00	-1,386.16	N/A	5,544.64	0.00	-5,544.64	N/A	0.00
52300-0000	Gain/Loss on Sale of Fixed Assets	0.00	0.00	0.00	N/A	1,243.00	0.00	-1,243.00	N/A	0.00
52310-0000	Pre 2004 Admin Fee Expense	12,623.89	31,906.02	19,282.13	60.43	74,490.92	31,906.02	-42,584.90	-133.47	0.00
59990-0000	TOTAL NON-OPERATING ITEMS	14,050.25	31,906.02	17,855.77	55.96	81,439.36	31,906.02	-49,533.34	-155.25	0.00
90000-0000	NET INCOME	-199,706.87	3,163.55	-202,870.42	-6,412.75	-1,954,673.03	-6,644,878.00	4,690,204.97	70.58	0.00

Property = midloth chc

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
34000-0000	GRANT INCOME									
34150-0000	Other Government Grants	66,667.00	66,666.67	0.33	0.00	266,668.00	266,666.68	1.32	0.00	800,000.00
34150-1000	CHC Grant Revenue	0.00	0.00	0.00	N/A	278,251.06	0.00	278,251.06	N/A	0.00
34990-0000	TOTAL GRANT INCOME	66,667.00	66,666.67	0.33	0.00	544,919.06	266,666.68	278,252.38	104.34	800,000.00
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	110.85	416.67	-305.82	-73.40	1,195.45	1,666.68	-471.23	-28.27	5,000.00
36200-3000	CHC- Admin Fee earned	10,157.00	0.00	10,157.00	N/A	40,628.00	0.00	40,628.00	N/A	0.00
36500-0000	Miscellaneous Other Income	66.50	0.00	66.50	N/A	583.57	0.00	583.57	N/A	0.00
36990-0000	TOTAL OTHER INCOME	10,334.35	416.67	9,917.68	2,380.22	42,407.02	1,666.68	40,740.34	2,444.40	5,000.00
39990-0000	TOTAL INCOME	77,001.35	67,083.34	9,918.01	14.78	587,326.08	268,333.36	318,992.72	118.88	805,000.00
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	18,219.48	19,999.22	1,779.74	8.90	101,257.76	79,996.88	-21,260.88	-26.58	239,990.62
41100-4000	Employee Benefit Contribution-Admin	14,023.10	7,861.11	-6,161.99	-78.39	56,683.90	31,444.44	-25,239.46	-80.27	94,333.33
41109-9000	Total Administrative Salaries	32,242.58	27,860.33	-4,382.25	-15.73	157,941.66	111,441.32	-46,500.34	-41.73	334,323.95
41300-0000	Legal Expense									
41300-3000	Tenant Screening	0.00	1,929.65	1,929.65	100.00	0.00	7,718.60	7,718.60	100.00	23,155.83
41300-4000	General Legal Expense	0.00	4.21	4.21	100.00	0.00	16.84	16.84	100.00	50.54
41310-0000	Total Legal Expense	0.00	1,933.86	1,933.86	100.00	0.00	7,735.44	7,735.44	100.00	23,206.37
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	0.00	272.91	272.91	100.00	0.00	1,091.64	1,091.64	100.00	3,274.97
41500-0000	Travel	0.00	459.56	459.56	100.00	234.67	1,838.24	1,603.57	87.23	5,514.67
41700-0000	Accounting Fees	1,541.67	2,161.67	620.00	28.68	6,180.51	8,646.68	2,466.17	28.52	25,940.00
41710-0000	Auditing Fees	0.00	266.01	266.01	100.00	0.00	1,064.04	1,064.04	100.00	3,192.08
41740-0000	Marketing	0.00	0.00	0.00	N/A	145.03	0.00	-145.03	N/A	0.00
41890-0000	Total Other Admin Expenses	1,541.67	3,160.15	1,618.48	51.22	6,560.21	12,640.60	6,080.39	48.10	37,921.72
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	62.31	589.13	526.82	89.42	349.09	2,356.52	2,007.43	85.19	7,069.59
41900-4000	Office Supplies	0.00	88.53	88.53	100.00	0.00	354.12	354.12	100.00	1,062.34
41900-5000	Inspection Expense	0.00	8.33	8.33	100.00	0.00	33.32	33.32	100.00	100.00
41900-7000	Telephone	1,063.86	452.28	-611.58	-135.22	2,469.70	1,809.12	-660.58	-36.51	5,427.43
41900-8000	Postage	19.25	263.34	244.09	92.69	1,013.75	1,053.36	39.61	3.76	3,160.10
41901-0000	Office Equipment Contracts	611.04	521.74	-89.30	-17.12	1,287.60	2,086.96	799.36	38.30	6,260.90
41901-3000	Internet	464.85	137.30	-327.55	-238.57	1,239.60	549.20	-690.40	-125.71	1,647.57
41901-5000	Special Events	0.00	0.00	0.00	N/A	139.90	0.00	-139.90	N/A	0.00
41901-7000	Temporary Administrative Labor	0.00	1,250.00	1,250.00	100.00	0.00	5,000.00	5,000.00	100.00	15,000.00
41901-8000	Small Office Equipment	242.34	60.38	-181.96	-301.36	242.34	241.52	-0.82	-0.34	724.60
41902-0000	Bank Fees	467.60	0.00	-467.60	N/A	1,729.09	0.00	-1,729.09	N/A	0.00
41902-2000	Other Misc Admin Expenses	0.00	290.15	290.15	100.00	927.07	1,160.60	233.53	20.12	3,481.71
41910-0000	Total Miscellaneous Admin Expenses	35,173.83	31,521.51	-3,652.32	-11.59	167,339.80	126,086.04	-41,253.76	-32.72	378,258.19
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	36,715.50	36,615.52	-99.98	-0.27	173,900.01	146,462.08	-27,437.93	-18.73	439,386.28
43000-0000	UTILITY EXPENSES									
43200-0000	Electricity	622.48	472.12	-150.36	-31.85	2,230.92	1,888.48	-342.44	-18.13	5,665.49
43300-0000	Gas	876.31	108.33	-767.98	-708.93	1,522.34	433.32	-1,089.02	-251.32	1,300.00
43400-0000	Garbage/Trash Removal	17.02	96.85	79.83	82.43	1,511.27	387.40	-1,123.87	-290.11	1,162.16

Property = midloth chc

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
43990-0000	TOTAL UTILITY EXPENSES	1,515.81	677.30	-838.51	-123.80	5,264.53	2,709.20	-2,555.33	-94.32	8,127.65
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44130-0000	Misc Vehicle Expenses	0.00	5.98	5.98	100.00	0.00	23.92	23.92	100.00	71.74
44190-0000	Total General Maint Expense	0.00	5.98	5.98	100.00	0.00	23.92	23.92	100.00	71.74
44200-0000	Materials									
44200-6000	Supplies-Janitorial/Cleaning	390.64	4.17	-386.47	-9,267.87	790.51	16.68	-773.83	-4,639.27	50.00
44200-7000	Supplies-Maint/Repairs	0.00	41.61	41.61	100.00	601.15	166.44	-434.71	-261.18	499.30
44200-9000	Tools and Equipment	0.00	0.00	0.00	N/A	167.99	0.00	-167.99	N/A	0.00
44290-0000	Total Materials	390.64	45.78	-344.86	-753.30	1,559.65	183.12	-1,376.53	-751.71	549.30
44300-0000	Contract Costs									
44300-6000	Contract-Electrical	0.00	0.00	0.00	N/A	34.34	0.00	-34.34	N/A	0.00
44300-9000	Contract-Grounds	3,140.00	808.13	-2,331.87	-288.55	9,580.00	3,232.52	-6,347.48	-196.36	9,697.50
44301-1000	Contract-Plumbing	0.00	33.33	33.33	100.00	0.00	133.32	133.32	100.00	400.00
44301-8000	Contract-Alarm Monitoring	210.00	0.00	-210.00	N/A	434.97	0.00	-434.97	N/A	0.00
44302-2000	Contract-IT Contracts	228.36	2,844.99	2,616.63	91.97	8,024.67	11,379.96	3,355.29	29.48	34,139.93
44309-0000	Contract-Security	0.00	182.16	182.16	100.00	0.00	728.64	728.64	100.00	2,185.93
44309-1000	Snow Removal Service	0.00	1,232.67	1,232.67	100.00	940.00	4,930.68	3,990.68	80.94	14,792.00
44309-9000	Contract Costs-Other	0.00	9,122.37	9,122.37	100.00	252.29	36,489.48	36,237.19	99.31	109,468.50
44390-0000	Total Contract Costs	3,578.36	14,223.65	10,645.29	74.84	19,266.27	56,894.60	37,628.33	66.14	170,683.86
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	3,969.00	14,275.41	10,306.41	72.20	20,825.92	57,101.64	36,275.72	63.53	171,304.90
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	1,975.34	0.00	-1,975.34	N/A	7,700.93	0.00	-7,700.93	N/A	0.00
45101-0000	Property Insurance	342.51	795.81	453.30	56.96	1,251.90	3,183.24	1,931.34	60.67	9,549.78
45102-0000	Liability Insurance	435.87	0.00	-435.87	N/A	1,892.16	0.00	-1,892.16	N/A	0.00
45210-0000	Misc. Taxes/Licenses/Insurance	0.00	0.00	0.00	N/A	0.02	0.00	-0.02	N/A	0.00
45990-0000	TOTAL GENERAL EXPENSES	2,753.72	795.81	-1,957.91	-246.03	10,845.01	3,183.24	-7,661.77	-240.69	9,549.78
47000-0000	HOUSING ASSISTANCE PAYMENTS									
47150-0000	Housing Assistance Payments	0.00	0.00	0.00	N/A	-1,350.00	0.00	1,350.00	N/A	0.00
47150-7000	Housing Counseling Program Expenses	113,918.60	3,356.19	-110,562.41	-3,294.28	394,269.66	13,424.76	-380,844.90	-2,836.88	40,274.32
47990-0000	TOTAL HOUSING ASSISTANCE PAYMENTS	113,918.60	3,356.19	-110,562.41	-3,294.28	392,919.66	13,424.76	-379,494.90	-2,826.83	40,274.32
48990-0000	TOTAL OPERATING EXPENSES	158,872.63	55,720.23	-103,152.40	-185.13	603,755.13	222,880.92	-380,874.21	-170.89	668,642.93
49990-0000	**NET OPERATING INCOME**	**-81,871.28**	**11,363.11**	**-93,234.39**	**-820.50**	**-16,429.05**	**45,452.44**	**-61,881.49**	**-136.15**	**136,357.07**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	242.64	0.00	-242.64	N/A	970.56	0.00	-970.56	N/A	0.00
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	12.23	0.00	-12.23	N/A	48.92	0.00	-48.92	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	2,306.34	0.00	-2,306.34	N/A	9,225.36	0.00	-9,225.36	N/A	0.00
59990-0000	TOTAL NON-OPERATING ITEMS	2,561.21	0.00	-2,561.21	N/A	10,244.84	0.00	-10,244.84	N/A	0.00
90000-0000	NET INCOME	-84,432.49	11,363.11	-95,795.60	-843.04	-26,673.89	45,452.44	-72,126.33	-158.69	136,357.07

Business Activities (.busact)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31010-0000	Rental Income									
31110-0000	Tenant Rent	8,015.00	14,583.33	-6,568.33	-45.04	31,385.00	58,333.32	-26,948.32	-46.20	175,000.00
31120-1000	Tenant Based Subsidy	6,545.00	0.00	6,545.00	N/A	26,855.00	0.00	26,855.00	N/A	0.00
31190-0000	Total Rental Income	14,560.00	14,583.33	-23.33	-0.16	58,240.00	58,333.32	-93.32	-0.16	175,000.00
31200-0000	Other Tenant Income									
31200-7000	Excess Utility	57.31	0.00	57.31	N/A	57.31	0.00	57.31	N/A	0.00
31290-0000	Total Other Tenant Income	57.31	0.00	57.31	N/A	57.31	0.00	57.31	N/A	0.00
31990-0000	TOTAL TENANT INCOME	14,617.31	14,583.33	33.98	0.23	58,297.31	58,333.32	-36.01	-0.06	175,000.00
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	4,517.04	4,150.00	367.04	8.84	18,065.78	16,600.00	1,465.78	8.83	49,800.00
36500-0000	Miscellaneous Other Income	0.00	850.00	-850.00	-100.00	0.00	3,400.00	-3,400.00	-100.00	10,200.00
36990-0000	TOTAL OTHER INCOME	4,517.04	5,000.00	-482.96	-9.66	18,065.78	20,000.00	-1,934.22	-9.67	60,000.00
39990-0000	TOTAL INCOME	19,134.35	19,583.33	-448.98	-2.29	76,363.09	78,333.32	-1,970.23	-2.52	235,000.00
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	0.00	4,166.67	4,166.67	100.00	0.00	16,666.68	16,666.68	100.00	50,000.00
41109-9000	Total Administrative Salaries	0.00	4,166.67	4,166.67	100.00	0.00	16,666.68	16,666.68	100.00	50,000.00
41390-0000	Other Admin Expenses									
41730-0000	Management Fee	850.19	750.00	-100.19	-13.36	3,400.76	3,000.00	-400.76	-13.36	9,000.00
41730-1000	Bookkeeping Fee	82.50	70.83	-11.67	-16.48	330.00	283.32	-46.68	-16.48	850.00
41730-2000	Asset Management Fee	110.00	0.00	-110.00	N/A	440.00	0.00	-440.00	N/A	0.00
41890-0000	Total Other Admin Expenses	1,042.69	820.83	-221.86	-27.03	4,170.76	3,283.32	-887.44	-27.03	9,850.00
41900-0000	Miscellaneous Admin Expenses									
41901-5000	Special Events	0.00	1,166.67	1,166.67	100.00	0.00	4,666.68	4,666.68	100.00	14,000.00
41902-0000	Bank Fees	343.78	0.00	-343.78	N/A	1,354.84	0.00	-1,354.84	N/A	0.00
41902-2000	Other Misc Admin Expenses	0.00	366.66	366.66	100.00	0.00	1,466.64	1,466.64	100.00	4,400.00
41910-0000	Total Miscellaneous Admin Expenses	343.78	5,700.00	5,356.22	93.97	1,354.84	22,800.00	21,445.16	94.06	68,400.00
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	1,386.47	6,520.83	5,134.36	78.74	5,525.60	26,083.32	20,557.72	78.82	78,250.00
43000-0000	UTILITY EXPENSES									
43200-0000	Electricity	0.00	8.33	8.33	100.00	0.00	33.32	33.32	100.00	100.00
43300-0000	Gas	0.00	8.33	8.33	100.00	0.00	33.32	33.32	100.00	100.00
43320-0000	Tenant-Owed Utilities	0.00	125.00	125.00	100.00	0.00	500.00	500.00	100.00	1,500.00
43990-0000	TOTAL UTILITY EXPENSES	0.00	141.66	141.66	100.00	0.00	566.64	566.64	100.00	1,700.00
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44200-0000	Materials									
44200-2000	Supplies-Appliance	0.00	16.67	16.67	100.00	583.33	66.68	-516.65	-774.82	200.00
44200-4000	Supplies-Electrical	0.00	0.00	0.00	N/A	12.99	0.00	-12.99	N/A	0.00
44200-7000	Supplies-Maint/Repairs	724.47	333.33	-391.14	-117.34	1,452.40	1,333.32	-119.08	-8.93	4,000.00
44200-8000	Supplies-Plumbing	0.00	0.00	0.00	N/A	115.56	0.00	-115.56	N/A	0.00
44201-0000	Supplies - HVAC	0.00	0.00	0.00	N/A	53.98	0.00	-53.98	N/A	0.00
44290-0000	Total Materials	724.47	350.00	-374.47	-106.99	2,218.26	1,400.00	-818.26	-58.45	4,200.00
44300-0000	Contract Costs									
44300-6000	Contract-Electrical	0.00	20.83	20.83	100.00	0.00	83.32	83.32	100.00	250.00
44300-9000	Contract-Grounds	0.00	12.50	12.50	100.00	0.00	50.00	50.00	100.00	150.00
44301-1000	Contract-Plumbing	0.00	300.00	300.00	100.00	335.00	1,200.00	865.00	72.08	3,600.00

Business Activities (.busact)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44301-3000	Contract-HVAC	0.00	8.33	8.33	100.00	476.00	33.32	-442.68	-1,328.57	100.00
44302-2000	Contract-IT Contracts	2.50	0.00	-2.50	N/A	7.50	0.00	-7.50	N/A	0.00
44309-9000	Contract Costs-Other	0.00	173.33	173.33	100.00	0.00	693.32	693.32	100.00	2,080.00
44390-0000	Total Contract Costs	2.50	514.99	512.49	99.51	818.50	2,059.96	1,241.46	60.27	6,180.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	726.97	864.99	138.02	15.96	3,036.76	3,459.96	423.20	12.23	10,380.00
45000-0000	GENERAL EXPENSES									
45101-0000	Property Insurance	507.30	500.00	-7.30	-1.46	1,940.92	2,000.00	59.08	2.95	6,000.00
45200-0000	Payments in Lieu of Taxes	801.50	1,166.67	365.17	31.30	3,273.15	4,666.68	1,393.53	29.86	14,000.00
45210-0000	Misc. Taxes/Licenses/Insurance	0.00	0.00	0.00	N/A	-955.77	0.00	955.77	N/A	0.00
45700-0000	Bad Debt-Tenant Rents	0.00	6.25	6.25	100.00	0.00	25.00	25.00	100.00	75.00
45990-0000	TOTAL GENERAL EXPENSES	1,308.80	1,672.92	364.12	21.77	4,258.30	6,691.68	2,433.38	36.36	20,075.00
48990-0000	TOTAL OPERATING EXPENSES	3,422.24	9,200.40	5,778.16	62.80	12,820.66	36,801.60	23,980.94	65.16	110,405.00
49990-0000	**NET OPERATING INCOME**	**15,712.11**	**10,382.93**	**5,329.18**	**51.33**	**63,542.43**	**41,531.72**	**22,010.71**	**53.00**	**124,595.00**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	5,716.08	0.00	-5,716.08	N/A	22,864.32	0.00	-22,864.32	N/A	0.00
59990-0000	TOTAL NON-OPERATING ITEMS	5,716.08	0.00	-5,716.08	N/A	22,864.32	0.00	-22,864.32	N/A	0.00
90000-0000	NET INCOME	9,996.03	10,382.93	-386.90	-3.73	40,678.11	41,531.72	-853.61	-2.06	124,595.00

Aim North (aimnorth)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	0.95	0.00	0.95	N/A	0.95	0.00	0.95	N/A	0.00
36990-0000	TOTAL OTHER INCOME	0.95	0.00	0.95	N/A	0.95	0.00	0.95	N/A	0.00
39990-0000	TOTAL INCOME	0.95	0.00	0.95	N/A	0.95	0.00	0.95	N/A	0.00
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41300-0000	Legal Expense									
41300-4000	General Legal Expense	0.00	83.33	83.33	100.00	0.00	83.33	83.33	100.00	0.00
41310-0000	Total Legal Expense	0.00	83.33	83.33	100.00	0.00	83.33	83.33	100.00	0.00
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	0.00	83.33	83.33	100.00	0.00	83.33	83.33	100.00	0.00
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44300-0000	Contract Costs									
44309-9000	Contract Costs-Other	0.00	8.33	8.33	100.00	0.00	33.32	33.32	100.00	0.00
44390-0000	Total Contract Costs	0.00	8.33	8.33	100.00	0.00	33.32	33.32	100.00	0.00
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	0.00	8.33	8.33	100.00	0.00	33.32	33.32	100.00	0.00
45000-0000	GENERAL EXPENSES									
45101-0000	Property Insurance	0.00	16.67	16.67	100.00	0.00	66.68	66.68	100.00	0.00
45102-0000	Liability Insurance	177.75	0.00	-177.75	N/A	177.75	0.00	-177.75	N/A	0.00
45990-0000	TOTAL GENERAL EXPENSES	177.75	16.67	-161.08	-966.29	177.75	66.68	-111.07	-166.57	0.00
48990-0000	TOTAL OPERATING EXPENSES	177.75	108.33	-69.42	-64.08	177.75	183.33	5.58	3.04	0.00
49990-0000	**NET OPERATING INCOME**	**-176.80**	**-108.33**	**-68.47**	**-63.20**	**-176.80**	**-183.33**	**6.53**	**3.56**	**0.00**
90000-0000	NET INCOME	-176.80	-108.33	-68.47	-63.20	-176.80	-183.33	6.53	3.56	0.00

Central Office Cost Center (cocc)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
29999-9999	Revenue & Expenses									
30000-0000	INCOME									
31000-0000	TENANT INCOME									
31200-0000	Other Tenant Income									
31200-1000	Laundry and Vending	112.40	55.05	57.35	104.18	112.40	220.20	-107.80	-48.96	660.57
31290-0000	Total Other Tenant Income	112.40	55.05	57.35	104.18	112.40	220.20	-107.80	-48.96	660.57
31990-0000	TOTAL TENANT INCOME	112.40	55.05	57.35	104.18	112.40	220.20	-107.80	-48.96	660.57
34000-0000	GRANT INCOME									
34010-1000	CFP Operating Grants	13,580.86	0.00	13,580.86	N/A	54,323.44	0.00	54,323.44	N/A	0.00
34990-0000	TOTAL GRANT INCOME	13,580.86	0.00	13,580.86	N/A	54,323.44	0.00	54,323.44	N/A	0.00
36000-0000	OTHER INCOME									
36100-0000	Investment Income - Unrestricted	88.31	0.00	88.31	N/A	392.22	0.00	392.22	N/A	0.00
36110-0000	Management Fee Grant - CFP	0.00	13,580.87	-13,580.87	-100.00	0.00	54,323.48	-54,323.48	-100.00	162,970.40
36200-0000	Management Fee Income	34,687.41	33,425.00	1,262.41	3.78	141,061.05	133,700.00	7,361.05	5.51	401,100.00
36200-0001	Management Fee Earned - HCV	56,935.20	21,403.17	35,532.03	166.01	230,723.60	85,612.68	145,110.92	169.50	256,838.00
36200-0002	Management Fee Earned - HCV Mainstrea	0.00	1,884.37	-1,884.37	-100.00	5,429.00	7,537.48	-2,108.48	-27.97	22,612.47
36200-0003	Management Fee Earned - HCV EHV	337.50	875.00	-537.50	-61.43	1,365.00	3,500.00	-2,135.00	-61.00	10,500.00
36200-1000	Bookkeeping Fee Income	3,217.50	3,225.83	-8.33	-0.26	13,087.50	12,903.32	184.18	1.43	38,710.00
36200-1001	Bookkeeping Fee Earned - HCV	21,810.00	3,333.33	18,476.67	554.30	86,677.50	13,333.32	73,344.18	550.08	40,000.00
36200-1002	Bookkeeping Fee Earned - HCV Mainstrea	532.50	911.73	-379.23	-41.59	2,175.00	3,646.92	-1,471.92	-40.36	10,940.75
36200-1003	Bookkeeping Fee Earned - HCV EHV	1,172.00	600.00	572.00	95.33	5,023.20	2,400.00	2,623.20	109.30	7,200.00
36200-2000	Asset Management Fee Income	2,760.00	4,405.83	-1,645.83	-37.36	11,260.00	17,623.32	-6,363.32	-36.11	52,870.00
36500-0000	Miscellaneous Other Income	367.50	10,037.26	-9,669.76	-96.34	1,470.00	40,149.04	-38,679.04	-96.34	120,447.18
36990-0000	TOTAL OTHER INCOME	121,907.92	93,682.39	28,225.53	30.13	498,664.07	374,729.56	123,934.51	33.07	1,124,188.80
39990-0000	TOTAL INCOME	135,601.18	93,737.44	41,863.74	44.66	553,099.91	374,949.76	178,150.15	47.51	1,124,849.37
40000-0000	EXPENSES									
41000-0000	ADMINISTRATIVE EXPENSES									
41009-9000	Administrative Salaries									
41100-0000	Administrative Salaries	43,002.10	58,599.06	15,596.96	26.62	214,657.20	234,396.24	19,739.04	8.42	703,188.77
41100-4000	Employee Benefit Contribution-Admin	28,548.88	21,456.56	-7,092.32	-33.05	100,973.83	85,826.24	-15,147.59	-17.65	257,478.77
41109-9000	Total Administrative Salaries	71,550.98	80,055.62	8,504.64	10.62	315,631.03	320,222.48	4,591.45	1.43	960,667.54
41300-0000	Legal Expense									
41300-3000	Tenant Screening	0.00	7.29	7.29	100.00	340.65	29.16	-311.49	-1,068.21	87.50
41300-4000	General Legal Expense	375.00	1,459.85	1,084.85	74.31	562.50	5,839.40	5,276.90	90.37	17,518.26
41310-0000	Total Legal Expense	375.00	1,467.14	1,092.14	74.44	903.15	5,868.56	4,965.41	84.61	17,605.76
41390-0000	Other Admin Expenses									
41400-0000	Staff Training	0.00	1,781.04	1,781.04	100.00	0.00	7,124.16	7,124.16	100.00	21,372.46
41500-0000	Travel	160.80	2,489.75	2,328.95	93.54	3,972.40	9,959.00	5,986.60	60.11	29,876.97
41700-0000	Accounting Fees	1,541.67	4,833.33	3,291.66	68.10	6,221.88	19,333.32	13,111.44	67.82	58,000.00
41710-0000	Auditing Fees	0.00	0.00	0.00	N/A	0.00	0.00	0.00	N/A	9,600.00
41740-0000	Marketing	0.00	14.38	14.38	100.00	580.00	57.52	-522.48	-908.34	172.51
41800-0000	Office Rent	0.00	0.00	0.00	N/A	10.86	0.00	-10.86	N/A	0.00
41890-0000	Total Other Admin Expenses	1,702.47	9,118.50	7,416.03	81.33	10,785.14	36,474.00	25,688.86	70.43	119,021.94
41900-0000	Miscellaneous Admin Expenses									
41900-1000	Membership and Fees	171.95	1,231.29	1,059.34	86.04	1,585.60	4,925.16	3,339.56	67.81	14,775.50
41900-2000	Publications	0.00	53.92	53.92	100.00	0.00	215.68	215.68	100.00	647.09
41900-4000	Office Supplies	0.00	1,066.77	1,066.77	100.00	1,316.04	4,267.08	2,951.04	69.16	12,801.19
41900-5000	Inspection Expense	0.00	1.18	1.18	100.00	0.00	4.72	4.72	100.00	14.17
41900-7000	Telephone	2,154.36	1,256.58	-897.78	-71.45	5,842.47	5,026.32	-816.15	-16.24	15,079.00
41900-8000	Postage	76.80	1,119.59	1,042.79	93.14	4,054.72	4,478.36	423.64	9.46	13,435.05

Central Office Cost Center (cocc)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
41901-0000	Office Equipment Contracts	2,697.41	1,078.92	-1,618.49	-150.01	3,508.07	4,315.68	807.61	18.71	12,947.04
41901-3000	Internet	0.00	408.13	408.13	100.00	66.62	1,632.52	1,565.90	95.92	4,897.60
41901-4000	Cable/Video	0.00	49.75	49.75	100.00	56.57	199.00	142.43	71.57	597.05
41901-5000	Special Events	0.00	114.95	114.95	100.00	559.34	459.80	-99.54	-21.65	1,379.35
41901-7000	Temporary Administrative Labor	0.00	416.67	416.67	100.00	520.00	1,666.68	1,146.68	68.80	5,000.00
41901-8000	Small Office Equipment	969.20	75.12	-894.08	-1,190.20	1,846.98	300.48	-1,546.50	-514.68	901.42
41902-0000	Bank Fees	608.85	0.00	-608.85	N/A	2,433.76	0.00	-2,433.76	N/A	0.00
41902-1000	Sponsorships	0.00	92.22	92.22	100.00	0.00	368.88	368.88	100.00	1,106.67
41902-2000	Other Misc Admin Expenses	0.00	1,270.80	1,270.80	100.00	706.90	5,083.20	4,376.30	86.09	15,249.61
41910-0000	Total Miscellaneous Admin Expenses	78,229.55	88,291.51	10,061.96	11.40	338,128.10	353,166.04	15,037.94	4.26	1,059,498.28
41990-0000	TOTAL ADMINISTRATIVE EXPENSES	80,307.02	98,877.15	18,570.13	18.78	349,816.39	395,508.60	45,692.21	11.55	1,196,125.98
42000-0000	TENANT SERVICES									
42100-1000	Employee Benefit Contributions-Tenant Sv	0.00	0.00	0.00	N/A	-111.29	0.00	111.29	N/A	0.00
42990-0000	TOTAL TENANT SERVICES EXPENSES	0.00	0.00	0.00	N/A	-111.29	0.00	111.29	N/A	0.00
43000-0000	UTILITY EXPENSES									
43100-0000	Water	20.00	34.74	14.74	42.43	119.37	138.96	19.59	14.10	416.90
43200-0000	Electricity	390.22	479.37	89.15	18.60	1,534.74	1,917.48	382.74	19.96	5,752.44
43300-0000	Gas	242.60	140.17	-102.43	-73.08	350.06	560.68	210.62	37.57	1,682.07
43400-0000	Garbage/Trash Removal	67.81	286.53	218.72	76.33	7,821.60	1,146.12	-6,675.48	-582.44	3,438.35
43900-0000	Sewer	30.00	37.99	7.99	21.03	163.57	151.96	-11.61	-7.64	455.88
43990-0000	TOTAL UTILITY EXPENSES	750.63	978.80	228.17	23.31	9,989.34	3,915.20	-6,074.14	-155.14	11,745.64
44000-0000	MAINTENANCE AND OPERATIONAL EXPENSES									
44009-9000	General Maint Expense									
44100-0000	Maintenance Salaries	2,757.65	8,695.71	5,938.06	68.29	13,051.83	34,782.84	21,731.01	62.48	104,348.53
44100-5000	Employee Benefit Contribution-Maint.	6,332.86	1,863.72	-4,469.14	-239.80	37,790.76	7,454.88	-30,335.88	-406.93	22,364.62
44130-0000	Misc Vehicle Expenses	0.00	122.59	122.59	100.00	0.00	490.36	490.36	100.00	1,471.12
44190-0000	Total General Maint Expense	9,090.51	10,682.02	1,591.51	14.90	50,842.59	42,728.08	-8,114.51	-18.99	128,184.27
44200-0000	Materials									
44200-1000	Supplies-Grounds	0.00	0.00	0.00	N/A	31.99	0.00	-31.99	N/A	0.00
44200-3000	Supplies-Decorating	0.00	166.67	166.67	100.00	120.45	666.68	546.23	81.93	2,000.00
44200-6000	Supplies-Janitorial/Cleaning	1,077.11	258.11	-819.00	-317.31	2,755.91	1,032.44	-1,723.47	-166.93	3,097.31
44200-7000	Supplies-Maint/Repairs	65.36	1,084.98	1,019.62	93.98	3,562.77	4,339.92	777.15	17.91	13,019.70
44200-9000	Tools and Equipment	0.00	0.00	0.00	N/A	671.79	0.00	-671.79	N/A	0.00
44201-0000	Supplies - HVAC	63.98	0.00	-63.98	N/A	63.98	0.00	-63.98	N/A	0.00
44290-0000	Total Materials	1,206.45	1,509.76	303.31	20.09	7,206.89	6,039.04	-1,167.85	-19.34	18,117.01
44300-0000	Contract Costs									
44300-3000	Contract-Building Repairs	144.00	0.00	-144.00	N/A	144.00	0.00	-144.00	N/A	0.00
44300-6000	Contract-Electrical	0.00	40.09	40.09	100.00	137.20	160.36	23.16	14.44	481.13
44300-7000	Contract-Pest Control	26.00	39.75	13.75	34.59	104.00	159.00	55.00	34.59	477.01
44300-9000	Contract-Grounds	1,128.00	225.75	-902.25	-399.67	2,733.68	903.00	-1,830.68	-202.73	2,708.98
44301-0000	Contract-Janitorial/Cleaning	23,058.63	50.00	-23,008.63	-46,017.26	23,058.63	200.00	-22,858.63	-11,429.32	600.00
44301-1000	Contract-Plumbing	30,793.39	481.27	-30,312.12	-6,298.36	31,069.39	1,925.08	-29,144.31	-1,513.93	5,775.24
44301-2000	Contract-Window Covering	0.00	0.00	0.00	N/A	802.40	0.00	-802.40	N/A	0.00
44301-3000	Contract-HVAC	0.00	13.47	13.47	100.00	0.00	53.88	53.88	100.00	161.63
44301-4000	Contract-Vehicle Maintenance	0.00	124.35	124.35	100.00	0.00	497.40	497.40	100.00	1,492.19
44301-7000	Contract-Elevator Monitoring	55.60	71.48	15.88	22.22	249.90	285.92	36.02	12.60	857.80
44301-8000	Contract-Alarm Monitoring	53.99	0.00	-53.99	N/A	107.98	0.00	-107.98	N/A	0.00
44302-2000	Contract-IT Contracts	972.08	11,666.67	10,694.59	91.67	34,002.16	46,666.68	12,664.52	27.14	140,000.00
44302-3000	Contract-Consultants	0.00	0.00	0.00	N/A	543.00	0.00	-543.00	N/A	0.00
44308-0000	Contract - Vehicle Lease	805.04	443.88	-361.16	-81.36	805.04	1,775.52	970.48	54.66	5,326.52
44309-0000	Contract-Security	0.00	221.63	221.63	100.00	0.00	886.52	886.52	100.00	2,659.57
44309-1000	Snow Removal Service	0.00	282.07	282.07	100.00	0.00	1,128.28	1,128.28	100.00	3,384.88
44309-9000	Contract Costs-Other	220.80	2,482.83	2,262.03	91.11	749.80	9,931.32	9,181.52	92.45	29,793.97
44390-0000	Total Contract Costs	57,257.53	16,143.24	-41,114.29	-254.68	94,507.18	64,572.96	-29,934.22	-46.36	193,718.92

Central Office Cost Center (cocc)

Budget Comparison

Period = Jan 2025

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
44990-0000	TOTAL MAINTENANCE AND OPERATIONAL E	67,554.49	28,335.02	-39,219.47	-138.41	152,556.66	113,340.08	-39,216.58	-34.60	340,020.20
45000-0000	GENERAL EXPENSES									
45100-0000	Worker's Comp Insurance	2,690.15	3,597.72	907.57	25.23	10,487.71	14,390.88	3,903.17	27.12	43,172.64
45101-0000	Property Insurance	-2,456.21	807.09	3,263.30	404.33	25.09	3,228.36	3,203.27	99.22	9,685.09
45102-0000	Liability Insurance	593.60	885.23	291.63	32.94	2,493.89	3,540.92	1,047.03	29.57	10,622.72
45210-0000	Misc. Taxes/Licenses/Insurance	87.56	90.69	3.13	3.45	331.26	362.76	31.50	8.68	1,088.24
45900-0000	Other General Expense	0.00	1,041.67	1,041.67	100.00	0.00	4,166.68	4,166.68	100.00	12,500.00
45990-0000	TOTAL GENERAL EXPENSES	915.10	6,422.40	5,507.30	85.75	13,337.95	25,689.60	12,351.65	48.08	77,068.69
48990-0000	TOTAL OPERATING EXPENSES	149,527.24	134,613.37	-14,913.87	-11.08	525,589.05	538,453.48	12,864.43	2.39	1,624,960.51
49990-0000	**NET OPERATING INCOME**	**-13,926.06**	**-40,875.93**	**26,949.87**	**65.93**	**27,510.86**	**-163,503.72**	**191,014.58**	**116.83**	**-500,111.14**
50000-0000	NON-OPERATING ITEMS									
51000-1000	Depreciation -Buildings	7,596.96	0.00	-7,596.96	N/A	30,387.84	0.00	-30,387.84	N/A	0.00
51000-3000	Depreciation -Furn,Equip,Machinery-Admi	438.50	0.00	-438.50	N/A	1,754.00	0.00	-1,754.00	N/A	0.00
51000-4000	Depreciation-Leashold Improvements	1,619.77	0.00	-1,619.77	N/A	6,479.08	0.00	-6,479.08	N/A	0.00
52310-0000	Pre 2004 Admin Fee Expense	0.00	0.00	0.00	N/A	10,268.22	0.00	-10,268.22	N/A	0.00
52310-1000	Extraordinary Expense	0.00	0.00	0.00	N/A	40,520.00	0.00	-40,520.00	N/A	0.00
59990-0000	TOTAL NON-OPERATING ITEMS	9,655.23	0.00	-9,655.23	N/A	89,409.14	0.00	-89,409.14	N/A	0.00
90000-0000	NET INCOME	-23,581.29	-40,875.93	17,294.64	42.31	-61,898.28	-163,503.72	101,605.44	62.14	-500,111.14

Business Activities Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Method	Property	Amount
1458	1/16/2025	01-2025	Check	lcha	446.52
1459	1/24/2025	01-2025	Check	lcha	190.02
5	1/24/2025	01-2025	EFT	lcha	53.56
6	1/30/2025	01-2025	EFT	lcha	34.37
Grand Total					**724.47**

Cap Funds Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Method	Property	Amount
11	1/3/2025	01-2025	EFT	*	318,105.75
60159	1/10/2025	01-2025	Check	cfp50121	1,750.00
60160	1/10/2025	01-2025	Check	cfp50121	1,600.00
60161	1/10/2025	01-2025	Check	cfp50121	5,260.97
60163	1/16/2025	01-2025	Check	cfp50121	27,510.00
60164	1/16/2025	01-2025	Check	cfp50121	750.00
60165	1/16/2025	01-2025	Check	cfp50121	375.00
60166	1/16/2025	01-2025	Check	cfp50121	4,000.00
12	1/16/2025	01-2025	EFT	cfp50122	1,552.12
13	1/16/2025	01-2025	EFT	cfp50121	2,334.50
60168	1/23/2025	01-2025	Check	cfp50121	2,350.00
60169	1/23/2025	01-2025	Check	cfp50121	4,525.00
14	1/23/2025	01-2025	EFT	cfp50121	1,500.00
15	1/30/2025	01-2025	EFT	cfp50121	88,144.73
60170	2/3/2025	01-2025	Check	cfp50121	3,440.00
Grand Total					**463,198.07**

Housing Counseling Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Metho	Property	Amount
18926	1/6/2025	01-2025	Check	chc	2,100.00
18927	1/8/2025	01-2025	Check	chc	1,239.00
18928	1/8/2025	01-2025	Check	chc	5,135.00
76	1/8/2025	01-2025	EFT	chc	2,600.00
77	1/8/2025	01-2025	EFT	chc	4,950.00
78	1/8/2025	01-2025	EFT	chc	6,070.00
18929	1/10/2025	01-2025	Check	*	284.86
79	1/13/2025	01-2025	EFT	chc	3,850.00
80	1/13/2025	01-2025	EFT	chc	3,183.00
81	1/13/2025	01-2025	EFT	chc	1,200.00
82	1/13/2025	01-2025	EFT	chc	1,200.00
18930	1/13/2025	01-2025	Check	chc	3,695.00
18931	1/13/2025	01-2025	Check	chc	1,997.96
18932	1/13/2025	01-2025	Check	chc	1,233.00
18933	1/16/2025	01-2025	Check	chc	36.96
18934	1/16/2025	01-2025	Check	chc	2,330.00
18935	1/16/2025	01-2025	Check	chc	17.02
83	1/16/2025	01-2025	EFT	chc	2,400.00
84	1/16/2025	01-2025	EFT	chc	4,000.00
85	1/16/2025	01-2025	EFT	chc	4,182.00
18938	1/21/2025	01-2025	Check	*	237.17
18942	1/23/2025	01-2025	Check	*	210.00
18943	1/23/2025	01-2025	Check	chc	1,373.95
18944	1/23/2025	01-2025	Check	chc	348.00
18945	1/23/2025	01-2025	Check	chc	5,115.57
18946	1/23/2025	01-2025	Check	chc	2,395.00
18947	1/23/2025	01-2025	Check	chc	3,900.00
88	1/23/2025	01-2025	EFT	chc	2,300.00
89	1/23/2025	01-2025	EFT	chc	1,585.00
90	1/23/2025	01-2025	EFT	chc	4,700.00
18948	1/23/2025	01-2025	Check	chc	1,814.00
91	1/23/2025	01-2025	EFT	chc	520.00
92	1/23/2025	01-2025	EFT	chc	1,585.00
93	1/23/2025	01-2025	EFT	chc	3,465.00
94	1/23/2025	01-2025	EFT	chc	3,766.28
18953	1/24/2025	01-2025	Check	chc	3,200.00
95	1/24/2025	01-2025	EFT	chc	981.84
96	1/24/2025	01-2025	EFT	chc	2,100.00
18954	1/24/2025	01-2025	Check	chc	2,329.97
97	1/28/2025	01-2025	EFT	chc	3,000.00
98	1/29/2025	01-2025	EFT	chc	4,000.00
99	1/29/2025	01-2025	EFT	chc	2,290.00
100	1/29/2025	01-2025	EFT	chc	258.34
18955	1/30/2025	01-2025	Check	chc	2,074.00

Housing Counseling Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Metho	Property	Amount
101	1/30/2025	01-2025	EFT	chc	1,350.00
18957	1/30/2025	01-2025	Check	*	34.00
18959	1/30/2025	01-2025	Check	chc	2,850.00
18960	1/30/2025	01-2025	Check	chc	2,998.00
18961	1/30/2025	01-2025	Check	*	164.69
18962	1/30/2025	01-2025	Check	chc	2.44
102	1/30/2025	01-2025	EFT	chc	3,600.00
103	1/30/2025	01-2025	EFT	midloth	390.64
18963	1/31/2025	01-2025	Check	chc	2,500.00
18964	1/31/2025	01-2025	Check	*	23.32
18965	1/31/2025	01-2025	Check	chc	3,330.00
1	1/1/2025	01-2025	Check	*	164.69
1	1/1/2025	01-2025	Check	*	190.55
1	1/1/2025	01-2025	Check	*	319.57
1	1/1/2025	01-2025	Check	*	168.81
Grand Total					**123,339.63**

Low Rent Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Metho	Property	Amount
40550	1/8/2025	01-2025	Check	*	47.53
40551	1/8/2025	01-2025	Check	*	1,842.99
40552	1/8/2025	01-2025	Check	bht	116.93
40553	1/8/2025	01-2025	Check	bht	140.43
384	1/8/2025	01-2025	EFT	bht	9.73
385	1/8/2025	01-2025	EFT	*	600.00
40554	1/10/2025	01-2025	Check	*	2,091.31
40555	1/10/2025	01-2025	Check	*	3,547.82
40556	1/10/2025	01-2025	Check	millview	259.59
40557	1/10/2025	01-2025	Check	ssw	119.66
40558	1/10/2025	01-2025	Check	*	371.96
40559	1/10/2025	01-2025	Check	jkm	2,304.96
40560	1/10/2025	01-2025	Check	hawley	2,697.46
40561	1/10/2025	01-2025	Check	ross	137.35
387	1/13/2025	01-2025	EFT	hawley	51.43
388	1/13/2025	01-2025	EFT	warren	35.94
40562	1/13/2025	01-2025	Check	*	794.11
40563	1/16/2025	01-2025	Check	warren	200.00
40564	1/16/2025	01-2025	Check	hawley	30.53
40565	1/16/2025	01-2025	Check	*	86.04
40566	1/16/2025	01-2025	Check	sse	325.00
40568	1/16/2025	01-2025	Check	*	765.00
40569	1/16/2025	01-2025	Check	sse	36.72
40570	1/16/2025	01-2025	Check	ssw	144.38
40572	1/16/2025	01-2025	Check	ssw	15.50
390	1/16/2025	01-2025	EFT	sse	40.06
40573	1/16/2025	01-2025	Check	hawley	402.00
40575	1/16/2025	01-2025	Check	*	559.62
40576	1/16/2025	01-2025	Check	ssw	54.39
40577	1/16/2025	01-2025	Check	ssw	161.28
40578	1/16/2025	01-2025	Check	hawley	81.89
393	1/16/2025	01-2025	EFT	sse	48.97
40580	1/16/2025	01-2025	Check	shiloh	223.61
40581	1/16/2025	01-2025	Check	*	450.00
40582	1/16/2025	01-2025	Check	hawley	752.00
40584	1/16/2025	01-2025	Check	*	866.67
40585	1/16/2025	01-2025	Check	*	6,633.01
40586	1/16/2025	01-2025	Check	*	115.71
40587	1/16/2025	01-2025	Check	*	606.09
40588	1/16/2025	01-2025	Check	*	94.59
40589	1/16/2025	01-2025	Check	sse	84.64
40590	1/16/2025	01-2025	Check	hawley	81.89
40592	1/16/2025	01-2025	Check	bht	855.00
40593	1/16/2025	01-2025	Check	sse	7.99

Low Rent Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Metho	Property	Amount
40594	1/16/2025	01-2025	Check	*	92.00
40595	1/16/2025	01-2025	Check	*	33.85
395	1/16/2025	01-2025	EFT	shiloh	285.00
396	1/16/2025	01-2025	EFT	sse	54.95
397	1/16/2025	01-2025	EFT	warren	135.00
398	1/16/2025	01-2025	EFT	*	482.30
400	1/16/2025	01-2025	EFT	*	472.55
401	1/21/2025	01-2025	EFT	*	15,600.00
40596	1/21/2025	01-2025	Check	sse	38.55
40597	1/21/2025	01-2025	Check	*	607.78
40598	1/21/2025	01-2025	Check	*	3,323.59
40599	1/21/2025	01-2025	Check	bht	1,621.67
40605	1/24/2025	01-2025	Check	shiloh	44.57
40606	1/24/2025	01-2025	Check	hawley	832.00
40608	1/24/2025	01-2025	Check	ssw	100.00
40609	1/24/2025	01-2025	Check	millview	357.50
40610	1/24/2025	01-2025	Check	orchard	708.57
40613	1/24/2025	01-2025	Check	*	2,293.67
40614	1/24/2025	01-2025	Check	*	1,079.06
40615	1/24/2025	01-2025	Check	ssw	19.94
40616	1/24/2025	01-2025	Check	shiloh	232.00
403	1/24/2025	01-2025	EFT	*	341.63
405	1/24/2025	01-2025	EFT	*	1,500.00
407	1/29/2025	01-2025	EFT	*	114.52
408	1/29/2025	01-2025	EFT	*	516.50
409	1/29/2025	01-2025	EFT	*	1,950.00
40619	1/30/2025	01-2025	Check	millview	35.00
40620	1/30/2025	01-2025	Check	bht	821.33
40621	1/30/2025	01-2025	Check	millview	90.58
40622	1/30/2025	01-2025	Check	bht	150.00
40623	1/30/2025	01-2025	Check	*	1,161.25
40625	1/30/2025	01-2025	Check	*	1,656.30
40626	1/30/2025	01-2025	Check	*	325.16
40627	1/30/2025	01-2025	Check	sse	112.36
40628	1/30/2025	01-2025	Check	*	880.00
40629	1/30/2025	01-2025	Check	*	4,271.91
40630	1/30/2025	01-2025	Check	bht	355.09
40631	1/30/2025	01-2025	Check	ssw	597.48
40632	1/30/2025	01-2025	Check	ssw	235.76
40633	1/30/2025	01-2025	Check	ssw	578.35
40634	1/30/2025	01-2025	Check	*	4,090.69
40635	1/30/2025	01-2025	Check	warren	291.65
40637	1/30/2025	01-2025	Check	ssw	395.06
40638	1/30/2025	01-2025	Check	*	1,456.58

Low Rent Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Metho	Property	Amount
40639	1/30/2025	01-2025	Check	ssw	386.12
410	1/30/2025	01-2025	EFT	hawley	1,250.00
411	1/30/2025	01-2025	EFT	*	404.80
412	1/30/2025	01-2025	EFT	*	2,450.00
413	1/30/2025	01-2025	EFT	shiloh	343.01
414	1/30/2025	01-2025	EFT	*	937.53
Grand Total					**85,004.99**

COCC Payment Register

.all

Period: From 01/2025 to 01/2025

Check #	Check Date	Post Month	Payment Metho	Property	Amount
1256	1/8/2025	01-2025	Check	*	5,480.00
1257	1/8/2025	01-2025	Check	*	1,468.30
77	1/8/2025	01-2025	EFT	*	11,123.09
79	1/8/2025	01-2025	EFT	cocc	19.49
1260	1/10/2025	01-2025	Check	*	804.95
1261	1/10/2025	01-2025	Check	cocc	53.13
1263	1/10/2025	01-2025	Check	*	606.51
1265	1/16/2025	01-2025	Check	*	1,579.20
1267	1/16/2025	01-2025	Check	cocc	38.36
80	1/16/2025	01-2025	EFT	cocc	26.00
1268	1/16/2025	01-2025	Check	*	2,240.00
1269	1/16/2025	01-2025	Check	*	192.00
1272	1/16/2025	01-2025	Check	cocc	67.81
1273	1/21/2025	01-2025	Check	*	186.26
1274	1/21/2025	01-2025	Check	*	488.56
1275	1/21/2025	01-2025	Check	*	1,633.01
1276	1/21/2025	01-2025	Check	*	50.00
1277	1/22/2025	01-2025	Check	cocc	375.00
1278	1/22/2025	01-2025	Check	cocc	160.80
1285	1/24/2025	01-2025	Check	cocc	150.40
1286	1/24/2025	01-2025	Check	*	159.96
1287	1/24/2025	01-2025	Check	cocc	144.00
84	1/29/2025	01-2025	EFT	cocc	300.80
85	1/29/2025	01-2025	EFT	*	43.79
86	1/29/2025	01-2025	EFT	cocc	1,033.12
87	1/29/2025	01-2025	EFT	cocc	23,058.63
1292	1/30/2025	01-2025	Check	*	3,300.00
1296	1/30/2025	01-2025	Check	*	150.00
1298	1/30/2025	01-2025	Check	cocc	53.13
1299	1/30/2025	01-2025	Check	*	2,458.66
1301	1/30/2025	01-2025	Check	cocc	390.22
1303	1/30/2025	01-2025	Check	*	1,310.53
88	1/30/2025	01-2025	EFT	cocc	1,057.62
Grand Total					**60,203.33**

HCV Payment Register

.allhcv

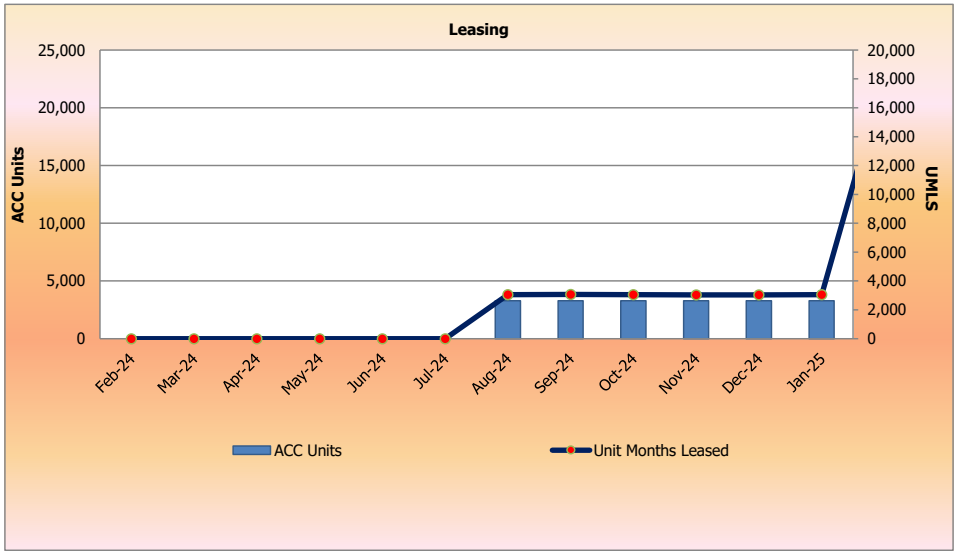
Period: From 01/2025 to 01/2025

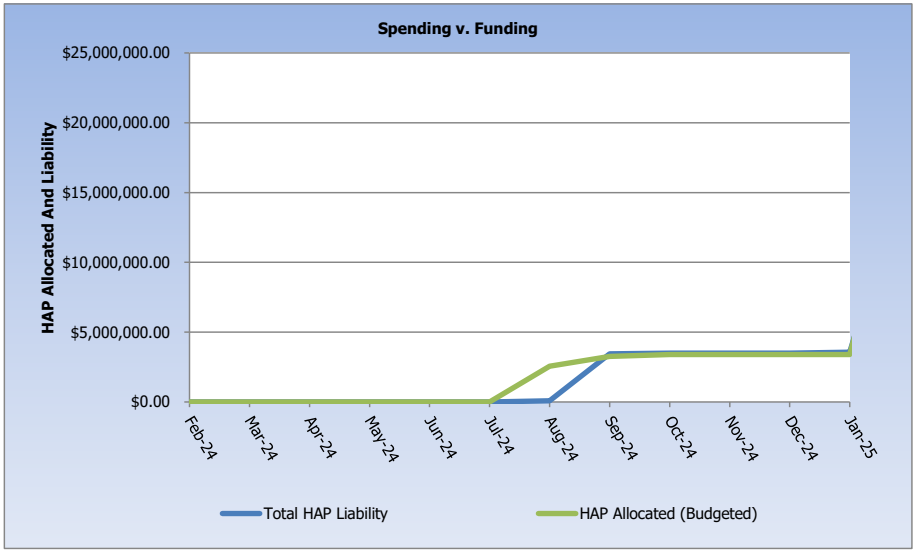
Check #	Check Date	Post Month	Payment Metho	Property	Amount
4426	1/2/2025	01-2025	Check	hcvadmin	62.76
4570	1/8/2025	01-2025	Check	hcvadmin	31.00
4571	1/8/2025	01-2025	Check	*	1,404.00
7338	1/8/2025	01-2025	EFT	hcvadmin	1,200.00
7339	1/8/2025	01-2025	EFT	hcvadmin	35.90
4590	1/16/2025	01-2025	Check	hcvadmin	112.80
4592	1/16/2025	01-2025	Check	*	1,601.15
4593	1/16/2025	01-2025	Check	hcvadmin	57.54
4594	1/16/2025	01-2025	Check	hcvadmin	50.86
7432	1/16/2025	01-2025	EFT	hcvadmin	39.00
7433	1/16/2025	01-2025	EFT	hcvadmin	60.10
4599	1/24/2025	01-2025	Check	hcvadmin	225.60
4600	1/24/2025	01-2025	Check	hcvadmin	216.00
7436	1/29/2025	01-2025	EFT	hcvadmin	1,200.00
7437	1/29/2025	01-2025	EFT	hcvadmin	451.20
7438	1/29/2025	01-2025	EFT	hcvadmin	23.75
7439	1/29/2025	01-2025	EFT	hcvadmin	774.84
7440	1/29/2025	01-2025	EFT	hcvadmin	34,587.96
4606	1/30/2025	01-2025	Check	hcvadmin	100.00
4607	1/30/2025	01-2025	Check	hcvadmin	585.34
Grand Total					**42,819.80**

Voucher Utilization Report

Property: .allhcv
As of Month: 01/2025
Book: Accrual
Indicates VMS not generated

2025	HAP Allocated (Budgeted)	HAP Posted	HAP Unposted	Total HAP Liability	Variance	% Variance	ACC Units	Unit Months Leased	Percent Leased (monthly)	(Over)/Under Leased by Unit	HUD-Funded PUC	Actual PUC	Max ACC Total Units at Actual PUC	Available Units at Actual PUC
Feb-24	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	0	0	0.00%	0	$0.00	$0.00	0	0
Mar-24	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	0	0	0.00%	0	$0.00	$0.00	0	0
Apr-24	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	0	0	0.00%	0	$0.00	$0.00	0	0
May-24	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	0	0	0.00%	0	$0.00	$0.00	0	0
Jun-24	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	0	0	0.00%	0	$0.00	$0.00	0	0
Jul-24	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%	0	0	0.00%	0	$0.00	$0.00	0	0
Aug-24	$2,557,788.00	$91,656.00	($763.00)	$90,893.00	$2,466,895.00	96.45%	3,282	3,054	93.05%	228	$779.34	$29.76	3282	228
Sep-24	$3,258,434.00	$3,448,023.00	($2,589.00)	$3,445,434.00	($187,000.00)	-5.74%	3,282	3,060	93.24%	222	$992.82	$1,125.96	2894	0
Oct-24	$3,395,831.41	$3,495,719.00	($2,407.00)	$3,493,312.00	($97,480.59)	-2.87%	3,282	3,047	92.84%	235	$1,034.68	$1,146.48	2962	0
Nov-24	$3,395,831.41	$3,494,209.00	($2,232.00)	$3,491,977.00	($96,145.59)	-2.83%	3,282	3,030	92.32%	252	$1,034.68	$1,152.47	2947	0
Dec-24	$3,395,831.41	$3,507,219.00	($3,667.00)	$3,503,552.00	($107,720.59)	-3.17%	3,282	3,035	92.47%	247	$1,034.68	$1,154.38	2942	0
Jan-25	$3,395,831.41	$3,560,273.00	$4,770.00	$3,565,043.00	($169,211.59)	-4.98%	3,282	3,059	93.21%	223	$1,034.68	$1,165.43	2914	0
Total	*$19,399,548*	*$17,597,099*	*($6,888)*	*$17,590,211*	*$1,809,337*	*9.33%*	*19,692*	*18,285*	*92.85%*	*1,407*	*$985*	*$962*	*17,940*	*228*





Unit Availability

For Selected Properties

As Of = 01/31/2025

Property	Name	Avg. Sq Ft	Avg. Rent	Units	Occupied No Notice	Vacant Rented	Vacant Unrented	Notice Rented	Notice Unrented	Avail	Model	Down	Admin	% Occ	% Occ w/NonRev	% Leased	% Trend
bht	PH - Beach Haven Towers	0.00	0.00	99.00	99.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00	0.00	100.00	100.00	100.00	98.99
hawley	PH - Hawley Manor	0.00	0.00	50.00	47.00	0.00	3.00	0.00	0.00	3.00	0.00	0.00	0.00	94.00	94.00	94.00	94.00
jkm	PH - John Kuester Manor	0.00	0.00	25.00	24.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00	0.00	96.00	96.00	96.00	96.00
millview	PH - Millview Manor	0.00	0.00	25.00	24.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00	100.00	100.00	100.00	96.00
orchard	PH - Orchard Manor	0.00	0.00	25.00	23.00	0.00	1.00	0.00	1.00	2.00	0.00	0.00	0.00	96.00	96.00	96.00	92.00
shiloh	PH - Shiloh Towers	0.00	0.00	59.00	58.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00	100.00	100.00	100.00	98.31
sse	PH - Scattered Sites Ea...	0.00	0.00	60.00	58.00	0.00	2.00	0.00	0.00	2.00	0.00	0.00	0.00	96.67	96.67	96.67	96.67
ssw	PH - Scattered Sites We...	0.00	0.00	37.00	33.00	0.00	4.00	0.00	0.00	4.00	0.00	0.00	0.00	89.19	89.19	89.19	89.19
warren	PH - Warren Manor	0.00	0.00	50.00	49.00	0.00	1.00	0.00	0.00	1.00	0.00	0.00	0.00	98.00	98.00	98.00	98.00
	Total	**0.00**	**0.00**	**430.00**	**415.00**	**0.00**	**13.00**	**0.00**	**3.00**	**16.00**	**0.00**	**0.00**	**0.00**	**97.21**	**97.21**	**97.21**	**96.28**

Aged Receivables

For Selected Properties

Month Year = 01/2025

Property	Property Name	Total Unpaid Charges	0-30 days	31-60 days	61-90 days	Over 90 days	Prepays	Balance
bht	PH - Beach Haven Towers	1,910.00	1,382.00	30.00	30.00	468.00	-19,359.00	-17,449.00
hawley	PH - Hawley Manor	3,954.00	1,697.00	60.00	516.00	1,681.00	-20,420.00	-16,466.00
jkm	PH - John Kuester Manor	460.10	460.10	0.00	0.00	0.00	-5,249.43	-4,789.33
millview	PH - Millview Manor	1,130.06	1,130.06	0.00	0.00	0.00	-4,014.00	-2,883.94
orchard	PH - Orchard Manor	9,209.00	2,724.00	165.00	1,774.00	4,546.00	-3,888.00	5,321.00
shiloh	PH - Shiloh Towers	28,558.91	2,956.00	210.00	2,308.00	23,084.91	-7,225.72	21,333.19
sse	PH - Scattered Sites East	60,960.60	7,402.00	360.00	5,670.00	47,528.60	-7,201.00	53,759.60
ssw	PH - Scattered Sites West	286.27	286.27	0.00	0.00	0.00	-2,664.00	-2,377.73
warren	PH - Warren Manor	15,026.07	2,080.00	144.95	2,315.00	10,486.12	-16,773.12	-1,747.05
Total		**121,495.01**	**20,117.43**	**969.95**	**12,613.00**	**87,794.63**	**-86,794.27**	**34,700.74**

Work Order Analysis

Grouped by: Property

Property=.allamps AND Completion Dates=10/01/2024-01/31/2025

Name	Count	Inventory Qty	Material Qty	Labor Hrs	Inventory $	Material $	Labor $	Total $	Average $	Avg. Days If WO Completed
bht PH - Beach Haven Towers	57	0.00	0.00	50.56	0.00	0.00	0.00	0.00	0.00	43.00
hawley PH - Hawley Manor	55	0.00	0.00	551.39	0.00	0.00	0.00	0.00	0.00	17.00
jkm PH - John Kuester Manor	22	0.00	0.00	55.70	0.00	0.00	0.00	0.00	0.00	26.00
millview PH - Millview Manor	35	0.00	0.00	119.16	0.00	0.00	0.00	0.00	0.00	27.00
orchard PH - Orchard Manor	13	0.00	0.00	30.45	0.00	0.00	0.00	0.00	0.00	18.00
shiloh PH - Shiloh Towers	67	0.00	0.00	109.94	0.00	0.00	0.00	0.00	0.00	21.00
sse PH - Scattered Sites East	99	0.00	0.00	1,339.72	0.00	0.00	0.00	0.00	0.00	38.00
ssw PH - Scattered Sites West	81	0.00	0.00	489.49	0.00	0.00	0.00	0.00	0.00	32.00
warren PH - Warren Manor	46	0.00	0.00	8,903.96	0.00	0.00	0.00	0.00	0.00	11.00
	475	**0.00**	**0.00**	**11,650.37**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**233.00**

January 2025
Demo and Disposition Report
by Derek Eovaldi, Demo and Disposition Coordinator
Submitted 2/14/25

BATCH # 8

Fourteen (14) Homes for Disposition SAC APPLICATION – DDA # 00-12721 (submitted 12/12/23)

- LCHA received approval from HUD on 3.15.24
- **289 Chestnut, Antioch IL**
  - The PH tenant signed a lease for TPV and moved out
  - Cleaned house, listed property for sale
  - Received offer – **Sale Date of 2.5.25**
- **440 Filweber, Antioch IL**
  - The PH tenant signed a lease for TPV and moved out
  - Cleaned house, listed property for sale
  - Received offer – **Sale Date of 2.12.25**

BATCH # 9

Thirteen (13) Homes for Disposition SAC APPLICATION – DDA # 0013095 (submitted on 7/12/24)

- LCHA received approval from HUD/SAC on 12.9.24
- **3322 Hyacinth, Island Lake, IL**
  - Cleaned house and yard
  - Received offer – **Sale Date of 2.14.25**
- Sent approval letter to twelve (12) tenants
- Scheduled household/income verification & voucher briefing meetings with all tenants
  - Meetings held at the LCHA main office on 2/6/25 & 2/13/25

BATCH # 10

Thirteen (13) Homes for Disposition SAC APPLICATION – DDA # 0013258

- Received board approval on 11.21.24
- Successfully Submitted application on Thursday, November 28, 2024

BATCH # 11

Homes for Disposition SAC APPLICATION – DDA # DDA0013386

- Continued reviewing list of homes to submit
- Including home in Mundelein for eminent domain acquisition
  - Obtained specific information from IL DOT about property they need to purchase.

Capital Fund Grant Report

The Capital Fund Program (CFP) provides financial assistance in the form of grants to public housing agencies (PHAs) to carry out capital and management activities for the development, financing, and modernization of public housing developments and for management improvements. It is a formula-based grant and is a critical component of the Low-Rent Public Housing Program.

Regulations on Capital Funds are at 24 Code of Federal Regulation (CFR) part 905. Congress provides Capital Funds through annual appropriations. In order to receive a CFP grant, a PHA must ensure project-level information is validated in HUD's data systems; have an approved 5-Year Action Plan and enter into a Capital Fund Annual Contributions Contract Amendment with HUD.

Current Grant Status

Grant	Grant Amt	Disbursed	Balance	OB Start/End	Disburse End
IL01P056501-23	$1,583,084	$552,340.25	$1,030,743.75	2.17.23/2.16.25	2.16.27
IL01P056501-24	$1,633,718	$0	$1,633,718.00	5.6.24/5.5.26	5.5.28

Pending or Current Projects by Grant

IL01P056501-23

- Shiloh Tower – Elevator $655,000
- Beach Haven Tower Gazebo $24,801
- Beach Haven Lighting
- Shiloh Tower Plumbing $3M
- LCHA Vehicle Purchase

IL01P056501-24

- Shiloh Tower Plumbing

Key Management Indicators (KMI)

Program Type: All Relevant Programs
Effective Dates Included: 10/01/2023 through 01/31/2025

Property: Waitlist Property, , RCPHA Default, , Conventional Property Template, Affordable Housing Template, PH - Shiloh Towers, PH - Hawley Manor, PH - Warren Manor, PH - Beach Haven Towers, PH - Millview Manor, PH - John Kuester Manor, PH - Orchard Manor, PH - Scattered Sites East, PH - Scattered Sites West, LCHA Rentals, Marion Jones Relocation, OIG Witness Protection, Olmstead Class - SRN - (leaving program), Voucher - Tenant Protected Voucher, Voucher - VASH, voufup - Family Unification Program, Voucher - FUP 2009, Voucher - FUPY, Voucher - EHV, Voucher - NED, Voucher - Housing Choice Voucher, Voucher - Project Based, Voucher - Mainstream, Voucher - Enhanced, PBV - A Safe Place I, PBV - A Safe Place II, PBV - Brookstone Coles Park, PBV - Colonial Park, PBV - Fairhaven Crossing, PBV - Library Lane, PBV - Regency Coles Park, PBV - Woodstone Apts., PBV - Lake Front Sr. Res, PBV - Tiffany Apts., PBV - Lake Zurich, PBV - Mundelein Sr. Apts, PBV - Beech Street Sr. Lofts, PBV - Rosewood, Central Office Cost Center, Midlothian, All programs, HCV Administrative Fees - NON HAP, Port Outs, Housing Counseling, Business Activities, Aim North, IL01P056501-20 Cap Fund, IL01P056501-21 Cap Fund, IL01P056501-22 Cap Fund, IL01P056501-23 Cap Fund, Capital Funds, All Public Housing Units, Voucher - Fair Share, , FSS Grant Program

Families Reported

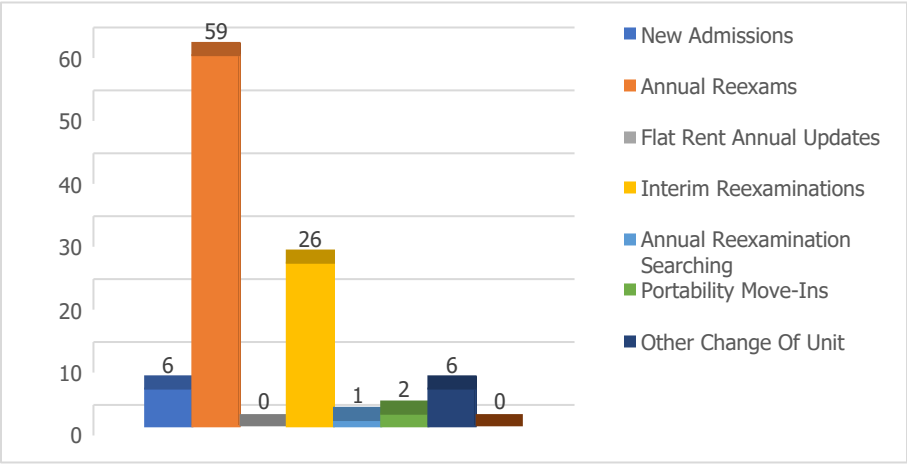
Families Reported

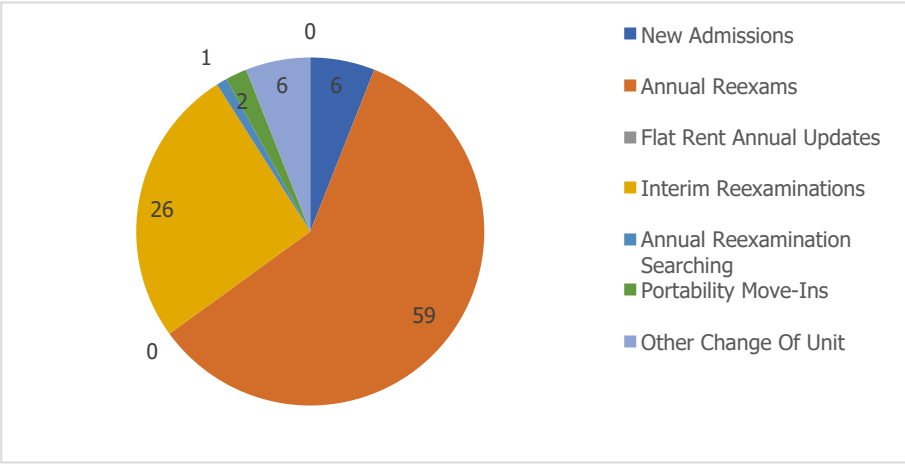
50058s Received (#)	End Of Participation (#)	Portability Move-Outs (#) (Vouchers Only)
3,300	160	84

Distribution by Families Reported *** Some families may be included in multiple categories ***

New Admissions (%)	Annual Reexams (%)	Flat Rent Annual Updates (%) (Public Housing Only)	Interim Reexaminations (%)	Annual Reexamination Searching (%) (Vouchers Only)	Portability Move-Ins (%) (Vouchers only)	Other Change Of Unit (%)
6	59	0	26	1	2	6

Historical Adjustments (%)
0





Discrepancies

Families Reported

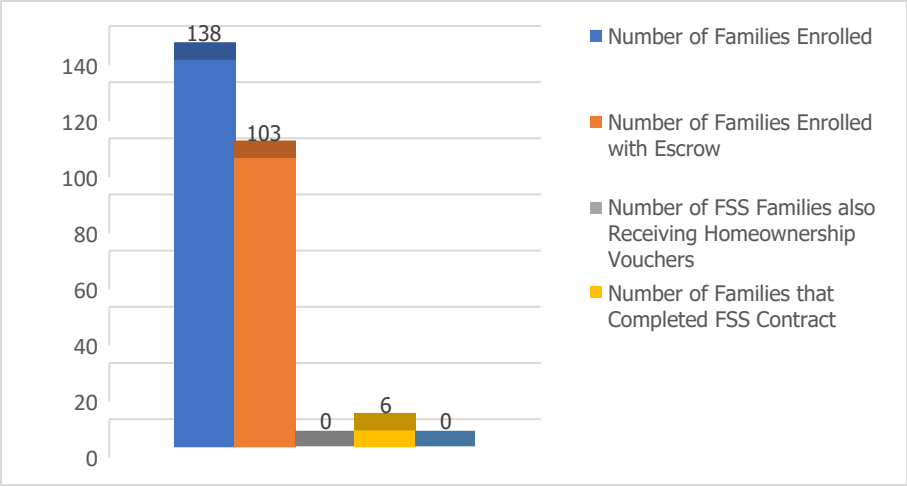
Percent of Admissions of Over Income Families (%)
0

Units where the Number of Bedrooms exceeds the Number of Family Members			
Number of Families (#)	Percent of Units with Elderly Families (%)	Percent of Units with Non-Elderly, Disabled Families (%)	Percent of Units with 2 or more Bedrooms more than the Number of Family Members (%)
615	11	24	10

FSS/Special Programs

Family Self-Sufficiency

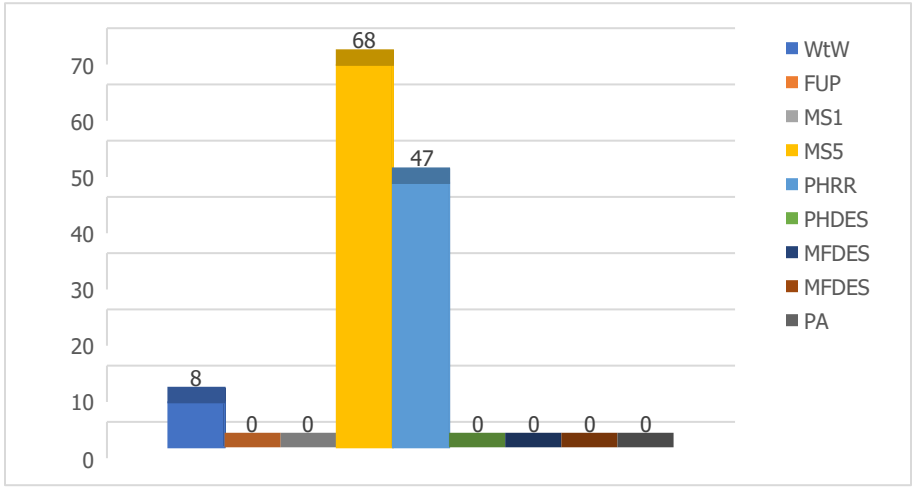
Number of Families Enrolled (#)	Number of Families Enrolled with Escrow (#)	Number of FSS Families also Receiving Homeownership Vouchers (#)	Number of Families that Completed FSS Contract (#)	Number of Families that Completed FSS Contract and Moved to Homeownership (#)
138	103	0	6	0



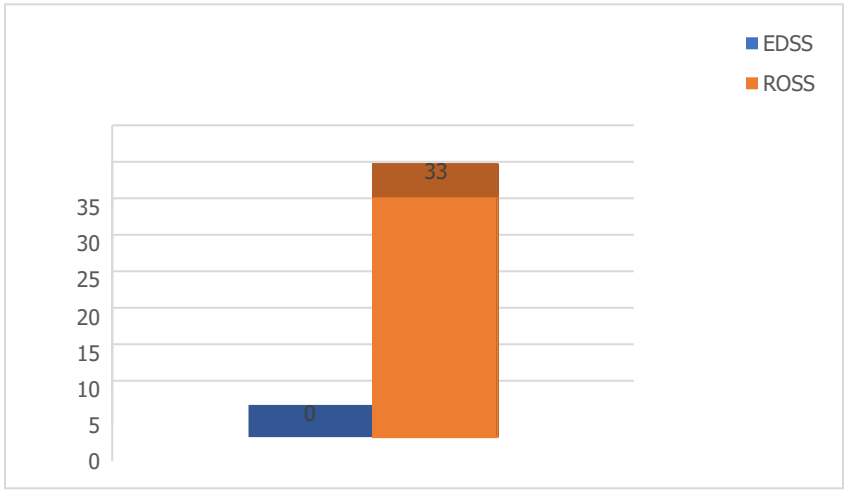
Special Programs

Number of Families Participating

WtW (Vouchers Only)	FUP (Vouchers Only)	MS1 (Vouchers Only)	MS5 (Vouchers Only)	PHRR (Vouchers Only)	PHDES (Vouchers Only)	MFDES (Vouchers Only)	MFDES (Vouchers Only)	PA (Vouchers Only)
8	0	0	68	47	0	0	0	0



EDSS (Public Housing Only))	ROSS (Public Housing Only)
0	33



Utility Arrangements

Utility Arrangements

Families with Utility Allowance		Families with Utility Reimbursement		Avarage Utility Allowance ($)
Count	Percent	Count	Percent	
3,198	97	603	18	160

Gross Rent as % of Fair Market Rent (FMR) (Tenant-Based Vouchers Only)

0 - 1 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0

2 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

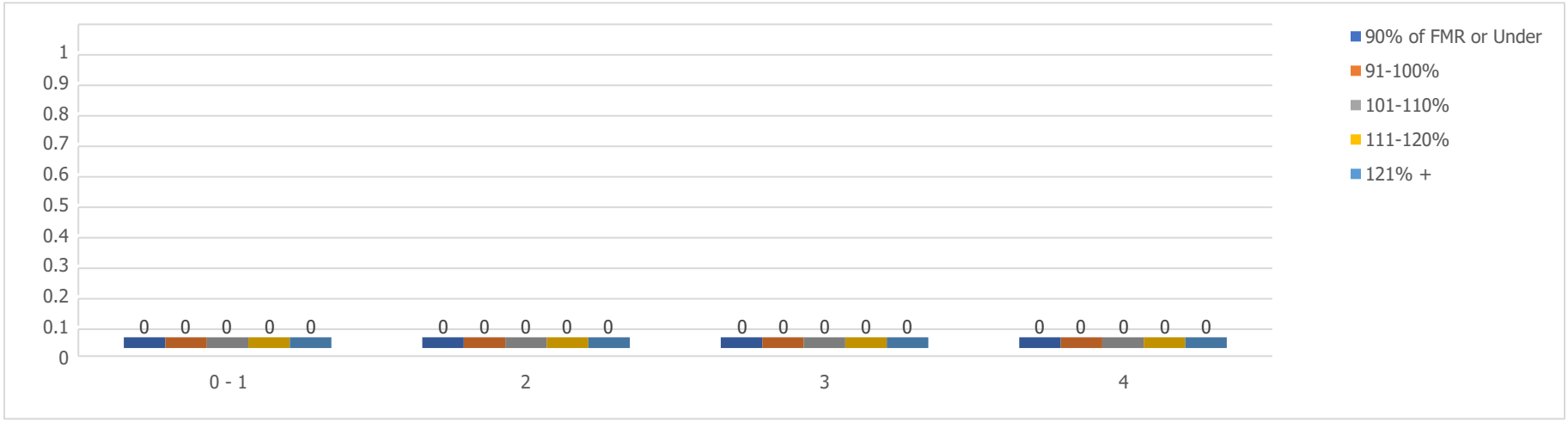
90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0

3 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

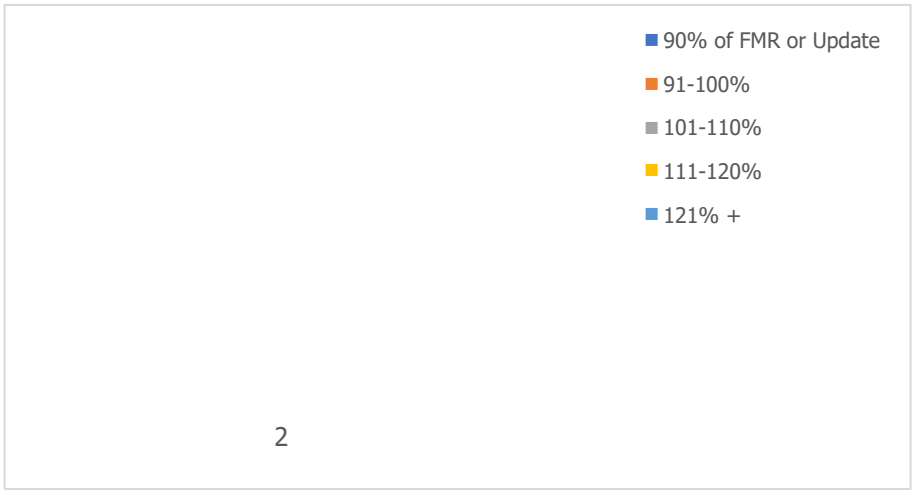
90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0

4 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of FMR or Under	91-100%	101-110%	111-120%	121% +
0	0	0	0	0




0 - 1


90% of FMR or Update
91-100%
101-110%
111-120%
121% +
2

3

4

Gross Rent as % of Payment Standard (Tenant-Based Vouchers Only)

0 - 1 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

90% of PS or Under	91-100%	101-110%	111-120%	121% +
84	12	4	0	0

2 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

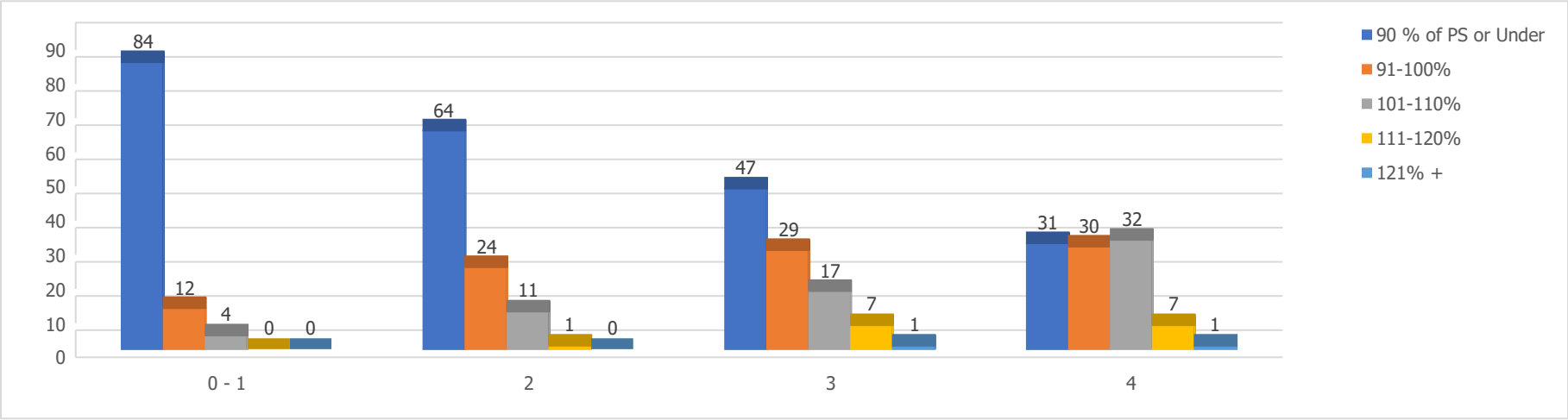
90% of PS or Under	91-100%	101-110%	111-120%	121% +
64	24	11	1	0

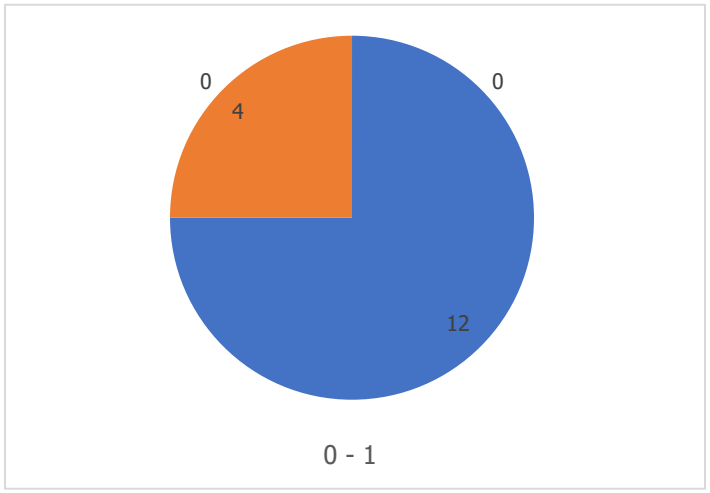
3 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

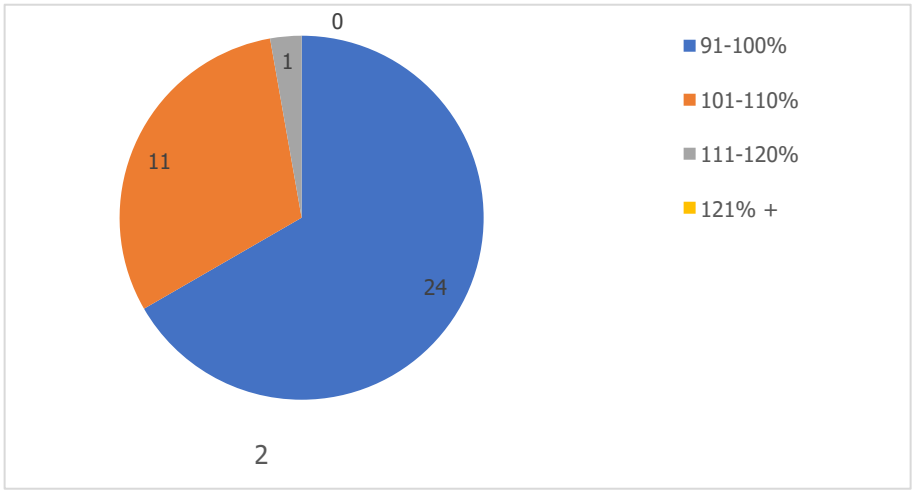
90% of PS or Under	91-100%	101-110%	111-120%	121% +
47	29	17	7	1

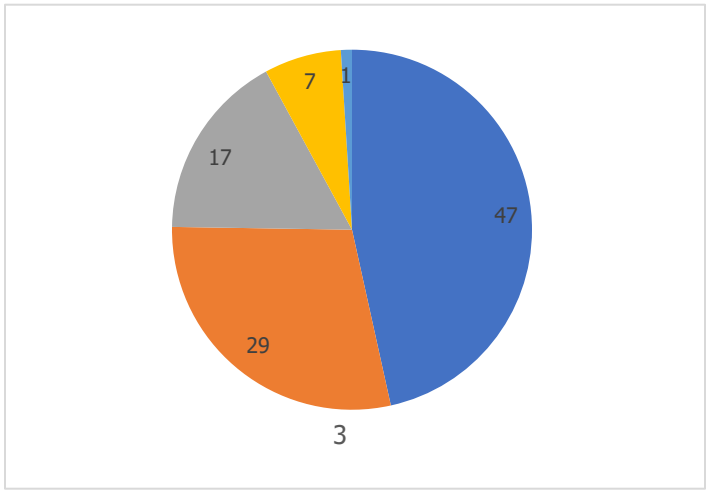
4 Bedroom Units - Gross Rent as % of Fair Market Rent (FMR)

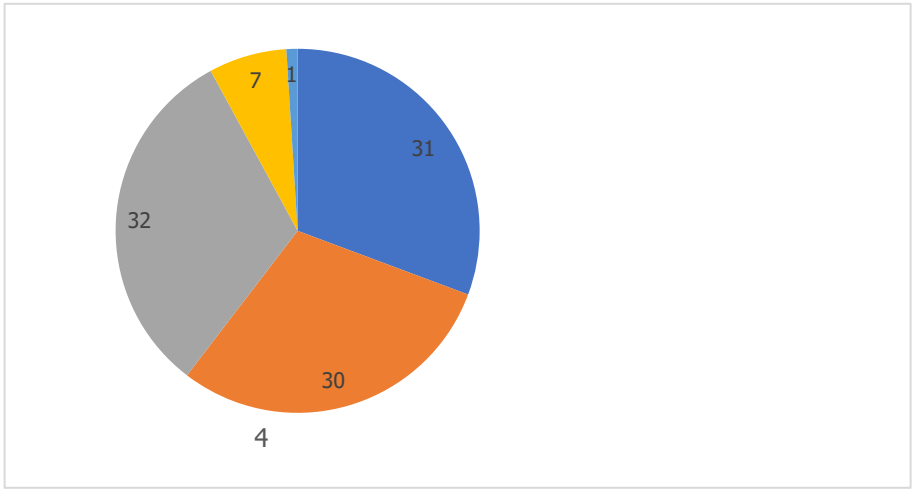
90% of PS or Under	91-100%	101-110%	111-120%	121% +
31	30	32	7	1




0
0
4
12
0 - 1


0
1
11
24
91-100%
101-110%
111-120%
121% +
2

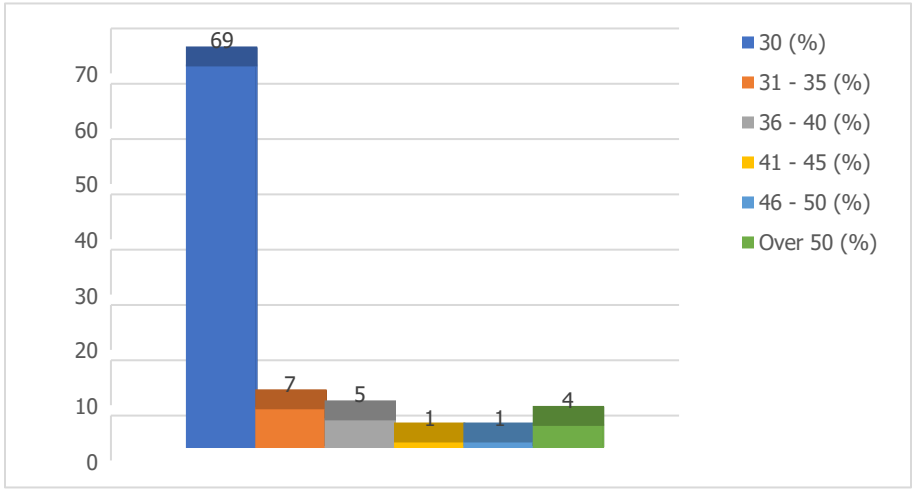

7
1
17
47
29
3

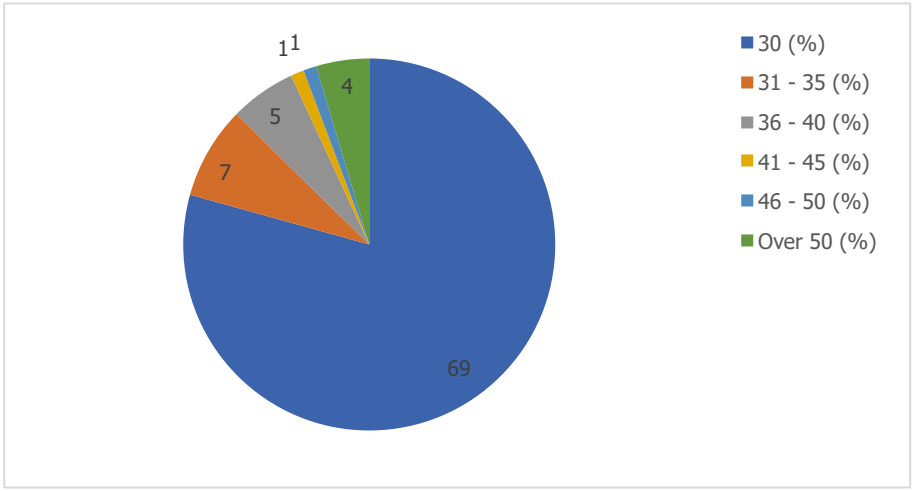

7
1
31
32
30
4

Rent Burden as % of Family Adjusted Income (Tenant-Based Vouchers Only and Excluding Mixed Families)

Rent Burden

30 (%)	31 - 35 (%)	36 - 40 (%)	41 - 45 (%)	46 - 50 (%)	Over 50 (%)
69	7	5	1	1	4



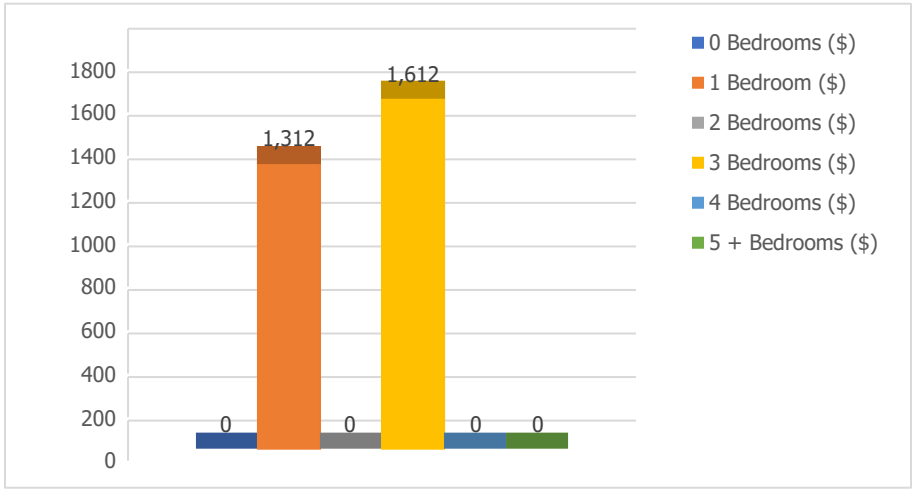


Average Rent Burden For PH Families Choosing Flat Rent (%) (Public Housing Only)	Average Rent Burden For PH Families Subject to Ceiling Rent (%) (Public Housing Only)
0	0

Flat Rent (Public Housing Only)

Average Flat Rent by Bedroom Size

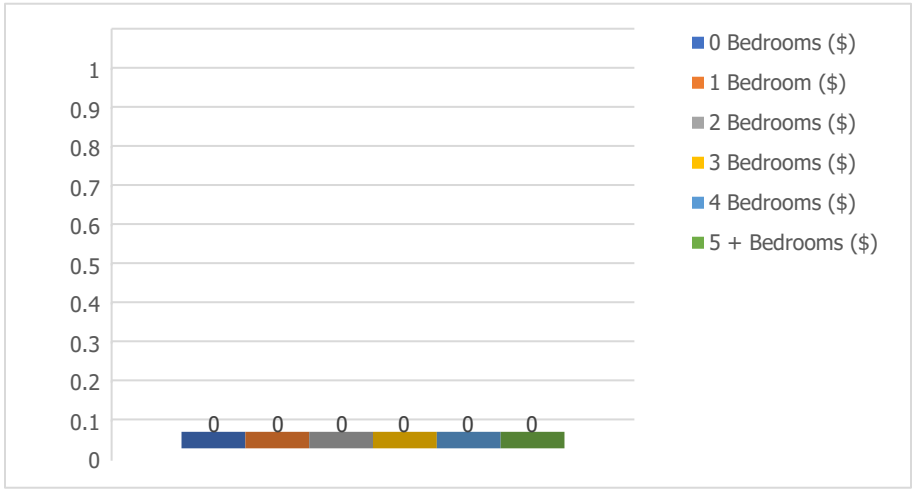
0 Bedrooms ($)	1 Bedroom ($)	2 Bedrooms ($)	3 Bedrooms ($)	4 Bedrooms ($)	5 + Bedrooms ($)	Units with Flat Rent	
						Count	Percent
0	1,312	0	1,612	0	0	3	1



Ceiling Rent (Public Housing Only)

Average Ceiling Rent by Bedroom Size

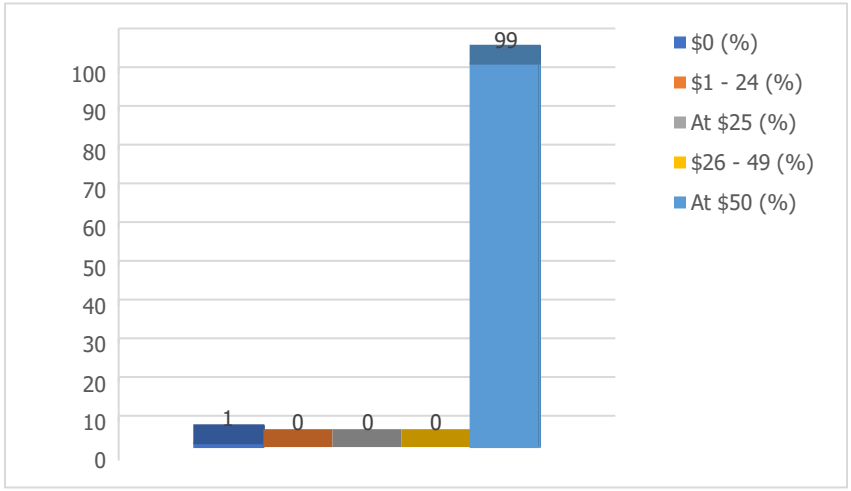
0 Bedrooms ($)	1 Bedroom ($)	2 Bedrooms ($)	3 Bedrooms ($)	4 Bedrooms ($)	5 + Bedrooms ($)	Units with Flat Rent	
						Count	Percent
0	0	0	0	0	0	0	0

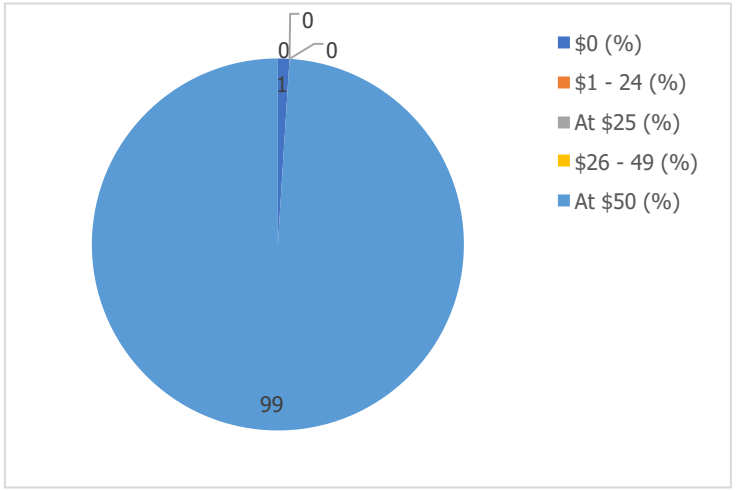


Minimum Rent

Distribution of Families Subject to Minimum Rent

$0 (%)	$1 - 24 (%)	At $25 (%)	$26 - 49 (%)	At $50 (%)
1	0	0	0	99

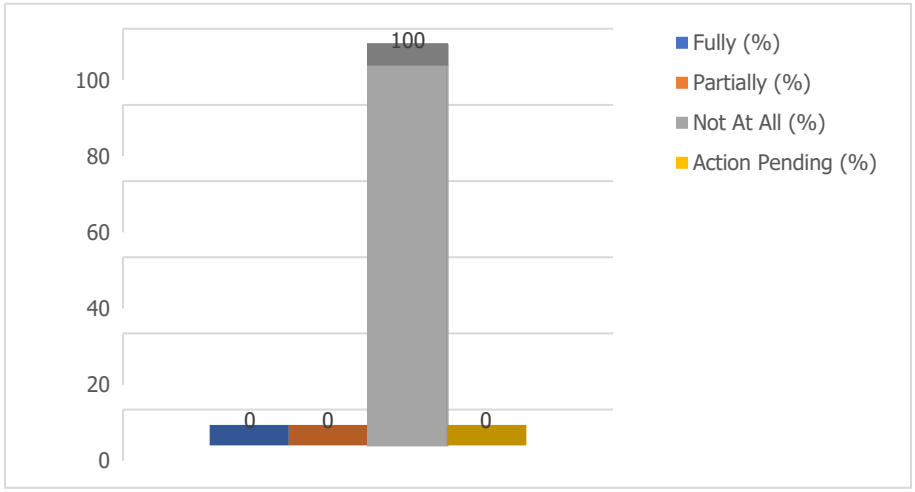


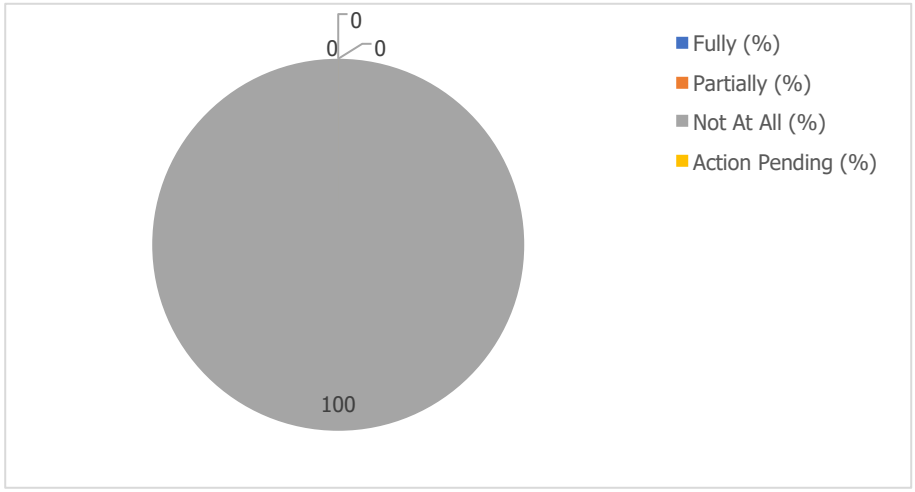


Accessibility Needs (Public Housing Only)

Distribution of Families Who Received Accessibility Features

Number of Families Requesting Accessibility Features (#)	Received Requested Accessibility Features *			
	Fully (%)	Partially (%)	Not At All (%)	Action Pending (%)
1	0	0	100	0





Homeownership (Homeownership Vouchers Only)

Homeownership

Number of Families with Homeownership Voucher (#)	Average Gross Homeownership Expense ($)	Average HAP for Non-Prorated Families ($)	Number of Mixed Families with a Homeownership Voucher (#)	Average HAP for Mixed Families ($)
0	0	0	0	0

Community Service (Public Housing Only)

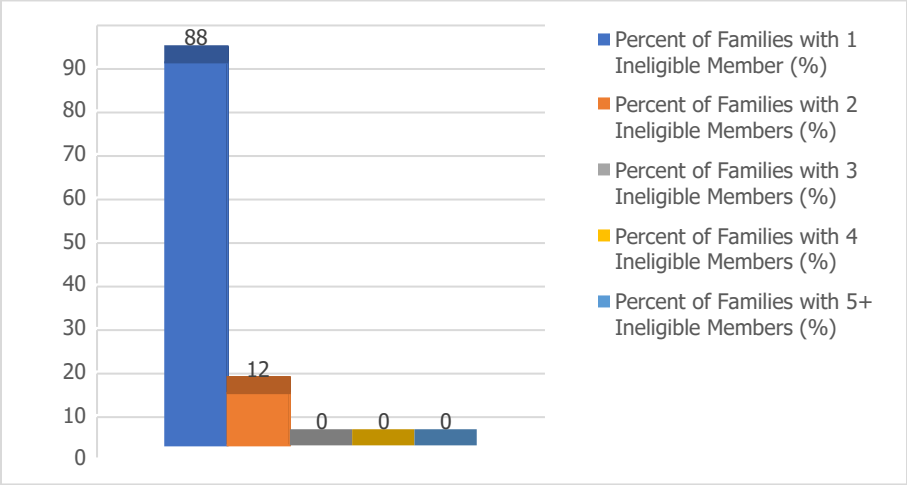
Community Service

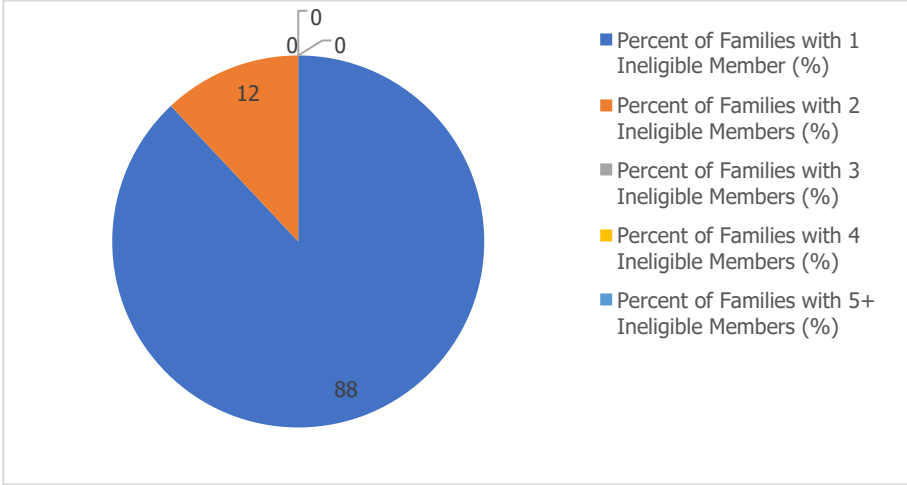
Total Number of Individuals in Public Housing (#)	Total Number of Individuals Exempt from Community Service Req. (#)	Total Number of Individuals Required to Perform Community Service (#)	Percent of Individuals Meeting Community Service Req. (%)	Percent of Individuals Not Meeting Community Service Req. (%)	Percent of Individuals for whom Meeting of Community Service Req. is Pending (%)
558	528	30	70	30	0

Proration

Families with Prorated Subsidy

Number of Mixed Families		Total Number of Ineligible Family Members (#)	Percent of Families with 1 Ineligible Member (%)	Percent of Families with 2 Ineligible Members (%)	Percent of Families with 3 Ineligible Members (%)	Percent of Families with 4 Ineligible Members (%)	Percent of Families with 5+ Ineligible Members (%)
Count	Percent						
25	1	28	88	12	0	0	0





Project-Based (PB) Vouchers, Project-Based (PB) Certificates and Enhanced Vouchers

PB Vouchers, PB Certificates and Enhanced Vouchers

Total Number of Voucher Assisted Units (ACC Units)	Total Number of Project-Based Vouchers		Total Number of Project-Based Certificates		Total Number of Enhanced Vouchers (#)
	Count	Percent	Count	Percent	
3636	530	100	0	0	14

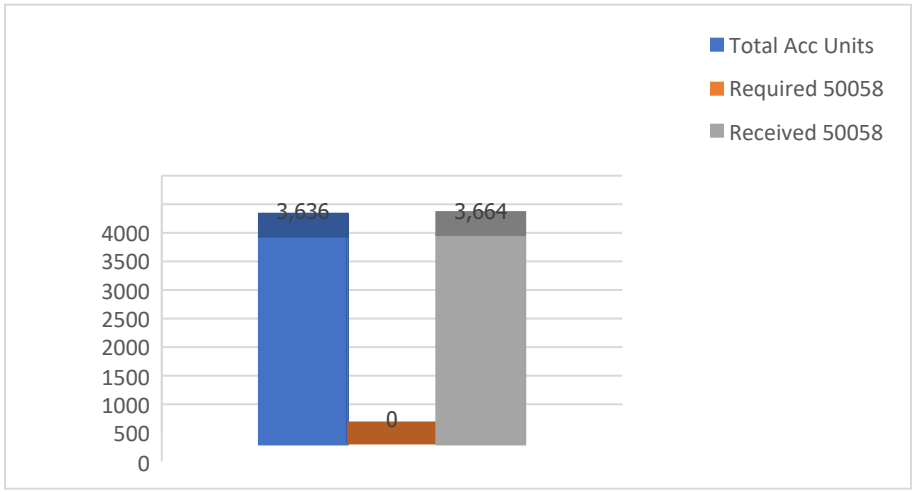
Resident Characteristics Report

Program Type: All Relevant Programs
Effective Dates Included: 10/01/2023 through 01/31/2025

Property: Waitlist Property, , RCPHA Default, , Conventional Property Template, Affordable Housing Template, PH - Shiloh Towers, PH - Hawley Manor, PH - Warren Manor, PH - Beach Haven Towers, PH - Millview Manor, PH - John Kuester Manor, PH - Orchard Manor, PH - Scattered Sites East, PH - Scattered Sites West, LCHA Rentals, Marion Jones Relocation, OIG Witness Protection, Olmstead Class - SRN - (leaving program), Voucher - Tenant Protected Voucher, Voucher - VASH, voufup - Family Unification Program, Voucher - FUP 2009, Voucher - FUPY, Voucher - EHV, Voucher - NED, Voucher - Housing Choice Voucher, Voucher - Project Based, Voucher - Mainstream, Voucher - Enhanced, PBV - A Safe Place I, PBV - A Safe Place II, PBV - Brookstone Coles Park, PBV - Colonial Park, PBV - Fairhaven Crossing, PBV - Library Lane, PBV - Regency Coles Park, PBV - Woodstone Apts., PBV - Lake Front Sr. Res, PBV - Tiffany Apts., PBV - Lake Zurich, PBV - Mundelein Sr. Apts, PBV - Beech Street Sr. Lofts, PBV - Rosewood, Central Office Cost Center, Midlothian, All programs, HCV Administrative Fees - NON HAP, Port Outs, Housing Counseling, Business Activities, Aim North, IL01P056501-20 Cap Fund, IL01P056501-21 Cap Fund, IL01P056501-22 Cap Fund, IL01P056501-23 Cap Fund, Capital Funds, All Public Housing Units, Voucher - Fair Share, , FSS Grant Program

Units Information

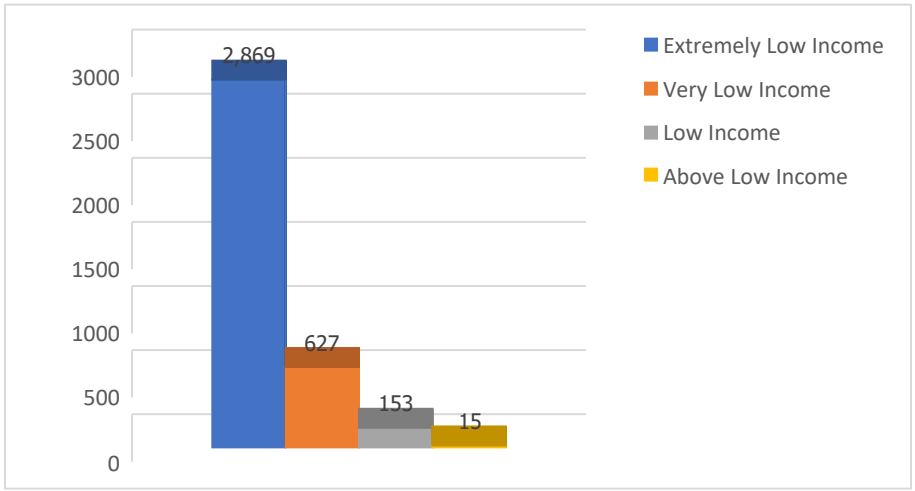
ACC Units	Family Report (50058) Required	Family Report (50058) Received
3,636	0	3,664

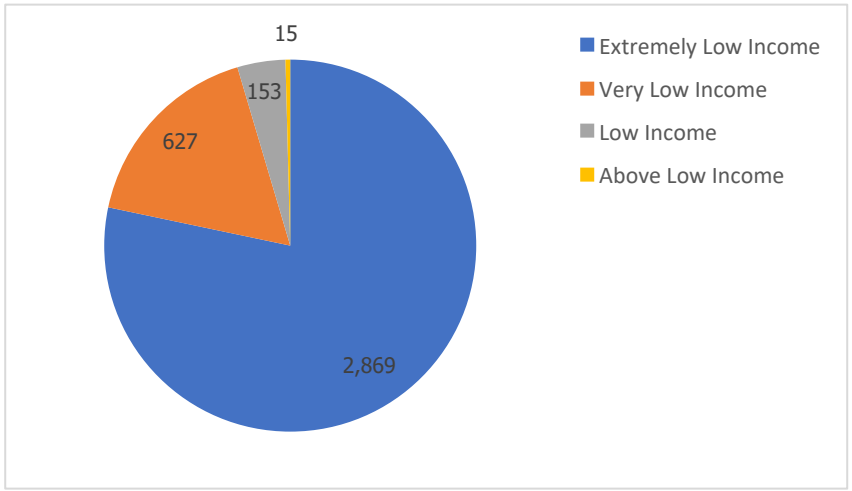


Income Information

Distribution by Income. Average Annual as a % of 50058

Extremely Low Income, 0% - 30% of Median		Very Low Income, 31% - 50% of Median		Low Income, 51% - 80% of Median		Above Low Income 81% + of Median	
Count	Percent	Count	Percent	Count	Percent	Count	Percent
2,869	78	627	17	153	4	15	0



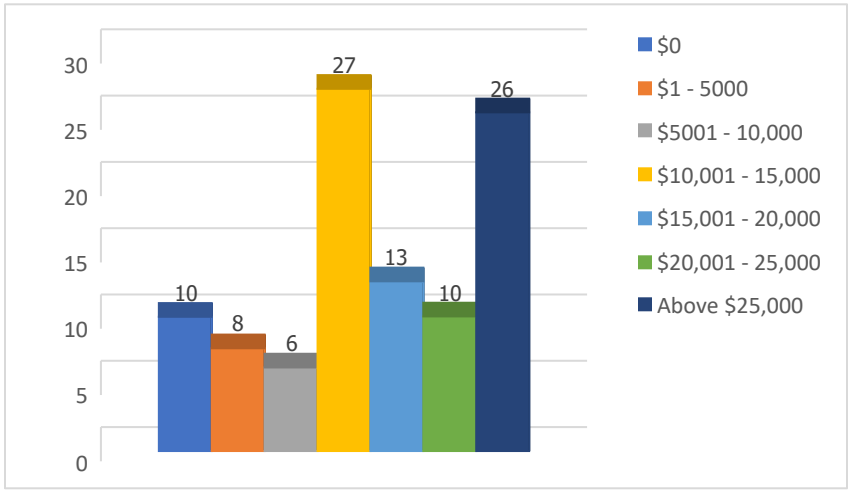


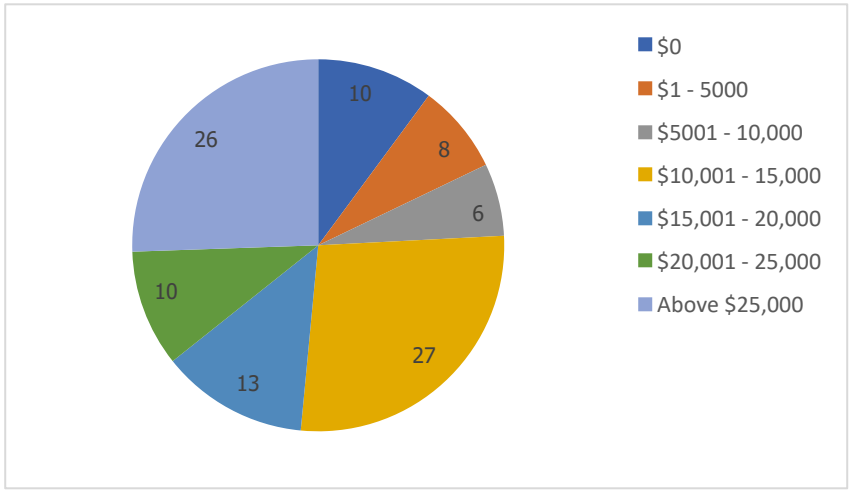
Average Annual Income ($)

Average Annual Income
18,403

Distribution by Income as a % of 50058

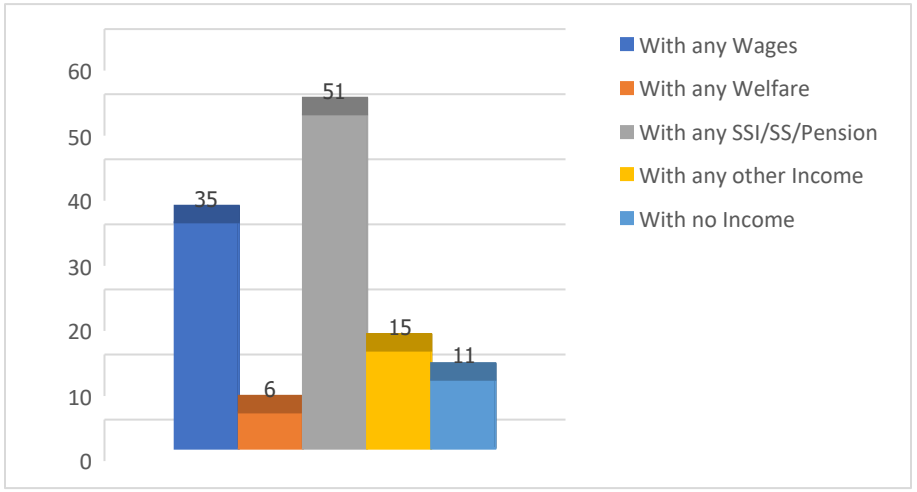
$0	$1 - $5000	$5001 - $10,000	$10,001 - $15,000	$15,001 - $20,000	$20,001 - $25,000	Above $25,000
10	8	6	27	13	10	26

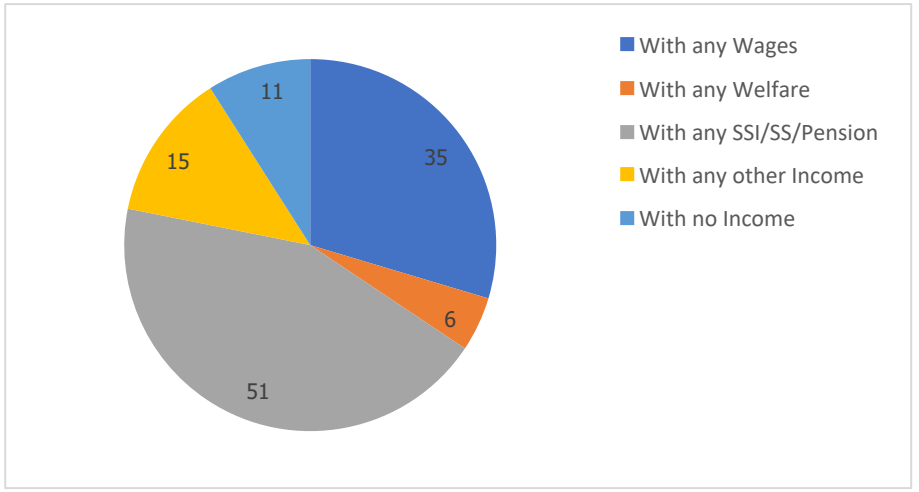




Distribution by Source of Income as a % of 50058 ** Some families have multiple sources of income **

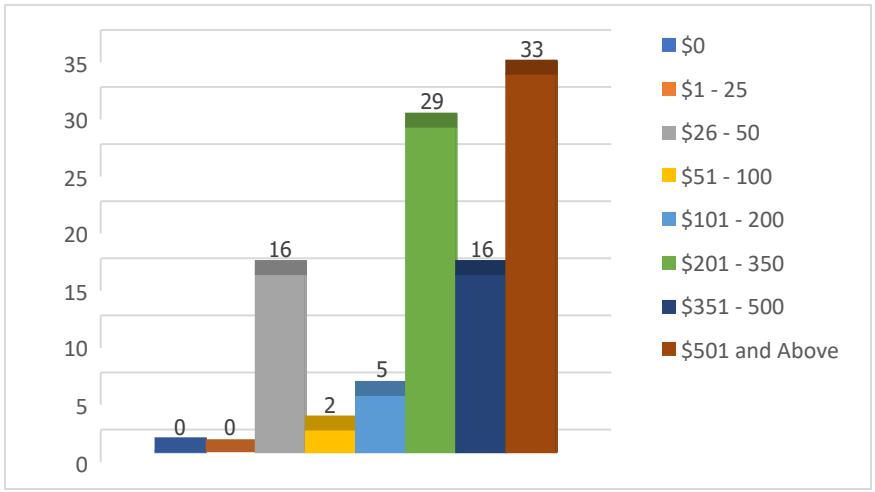
With any Wages	With any Welfare	With any SSI/SS/Pension	With any other Income	With no Income
35	6	51	15	11

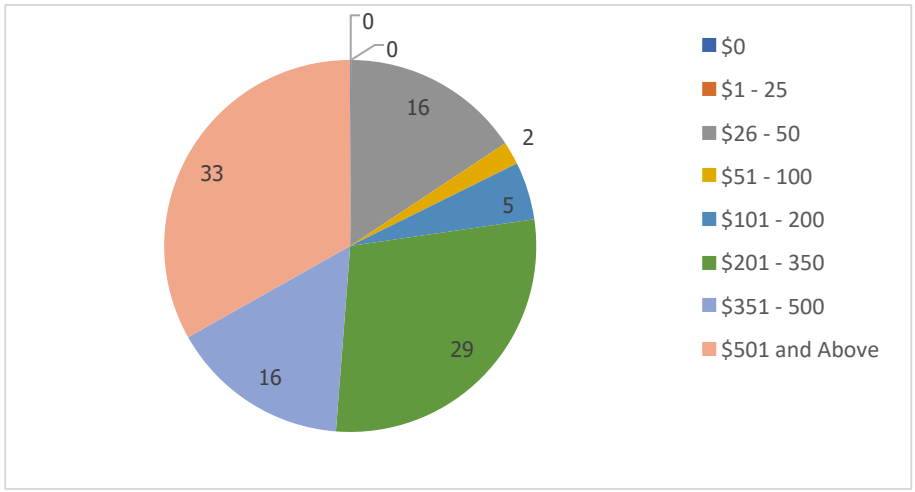




Distribution by Total Tenant Payment as a % of 50058

$0	$1 - $25	$26 - $50	$51 - $100	$101 - $200	$201 - $350	$351 - $500	$501 and Above
0	0	16	2	5	29	16	33





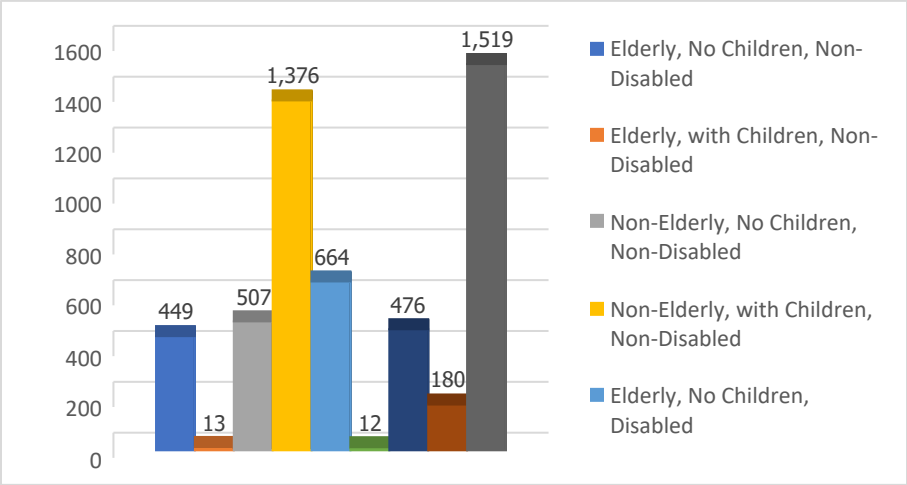
Average Monthly TTP ($)

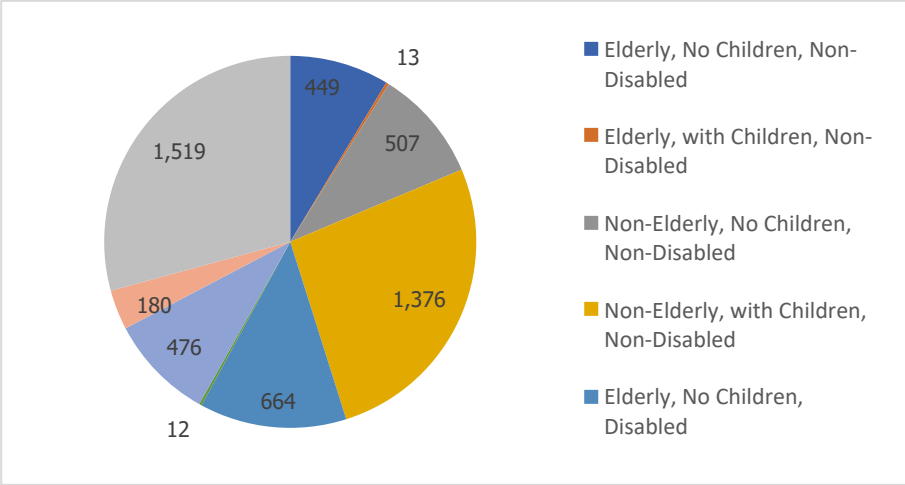
Average Monthly TTP
444

Distribution of Family Type as a % of 50058

Elderly, No Children, Non-Disabled		Elderly, with Children, Non-Disabled		Non-Elderly, No Children, Non-Disabled		Non-Elderly, with Children, Non-Disabled		Elderly, No Children, Disabled		Elderly, with Children, Disabled		Non-Elderly, No Children, Disabled	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
449	12	13	0	507	14	1,376	38	664	18	12	0	476	13

Non-Elderly, with Children, Disabled		Female Head of Household, with Children	
Count	Percent	Count	Percent
180	5	1,519	41





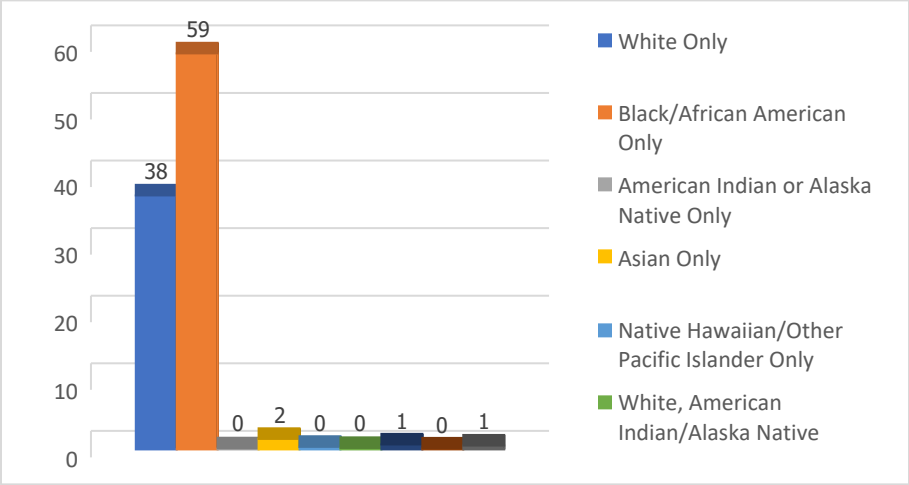
Average TTP by Family Type ($)

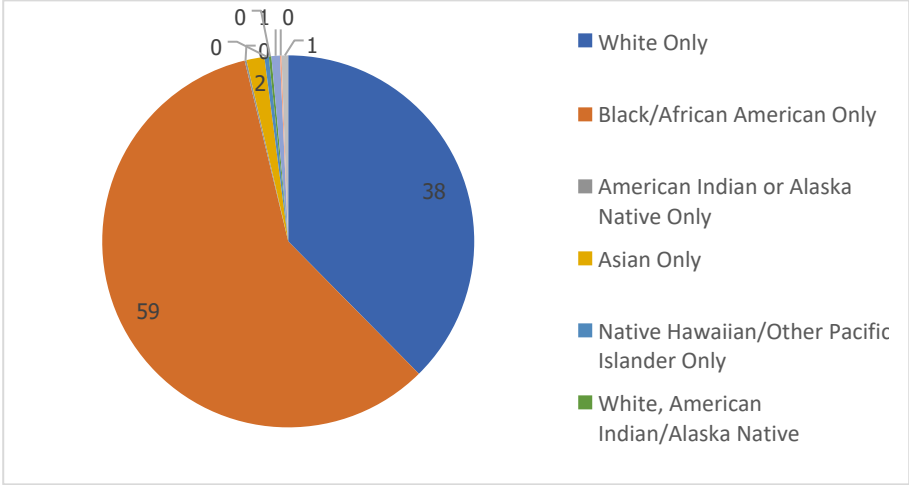
Elderly, No Children, Non-Disabled	Elderly, with Children, Non-Disabled	Non-Elderly, No Children, Non-Disabled	Non-Elderly, with Children, Non-Disabled	Elderly, No Children, Disabled	Elderly, with Children, Disabled	Non-Elderly, No Children, Disabled	Non-Elderly, with Children, Disabled	Female Head of Household, with Children
424	483	437	486	398	865	374	539	491

Family Race/Ethnicity

Distribution by Head of Household's Race as a % of 50058

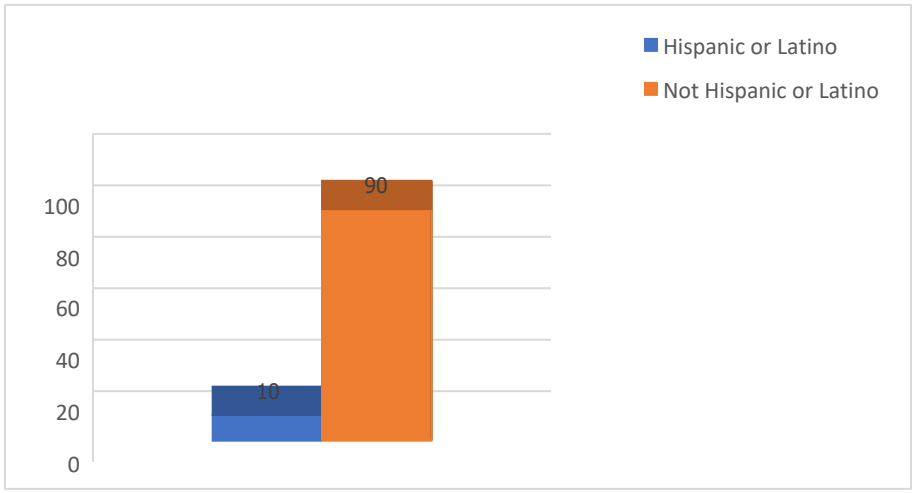
White Only	Black/African American Only	American Indian or Alaska Native Only	Asian Only	Native Hawaiian/ Other Pacific Islander Only	White, American Indian/ Alaska Native	White, Black/ African American	White, Asian	All Other Combina-tions
38	59	0	2	0	0	1	0	1

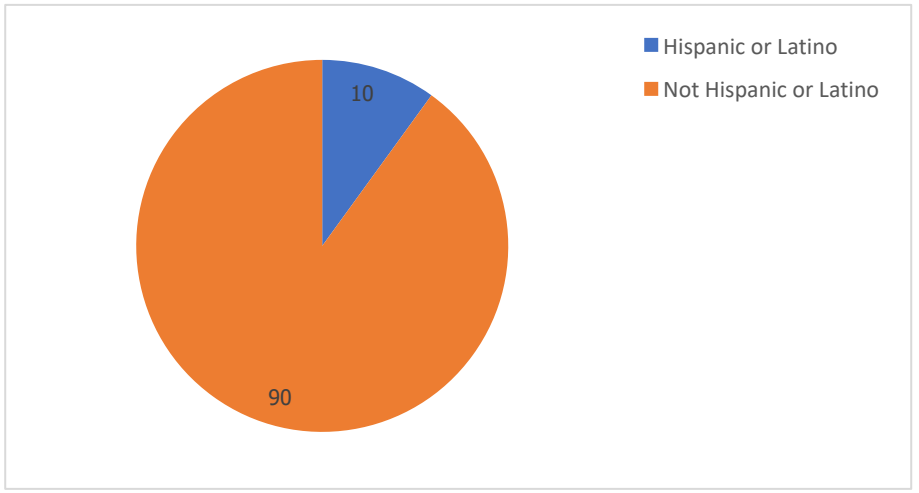




Distribution by Head of Household's Ethnicity as a % of 50058

Hispanic or Latino	Not Hispanic or Latino
10	90

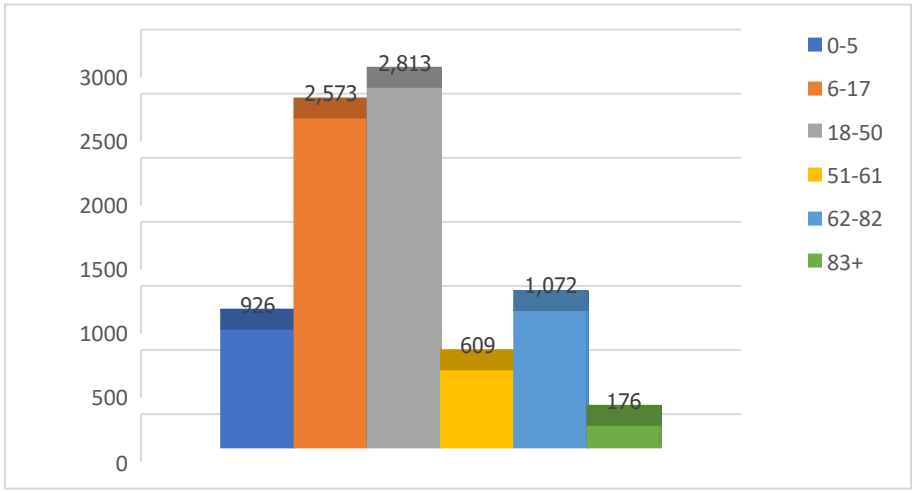


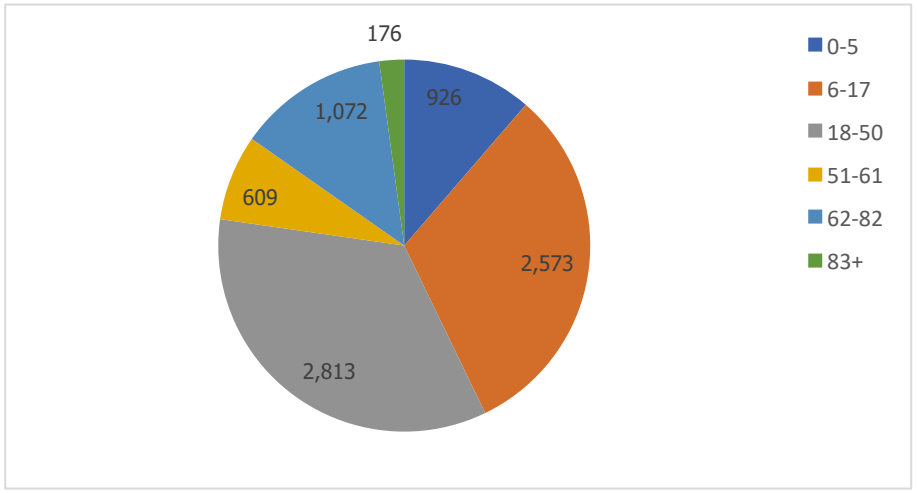


Household Information

Distribution by Household Member's Age as a % of Total Household Members

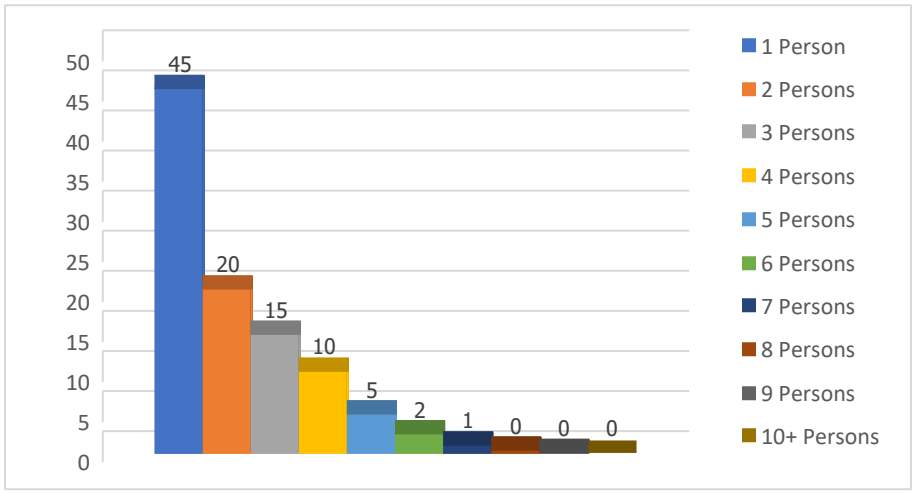
0 - 5		6 - 17		18 - 50		51 - 61		62 - 82		83+	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
926	11	2,573	31	2,813	34	609	7	1,072	13	176	2

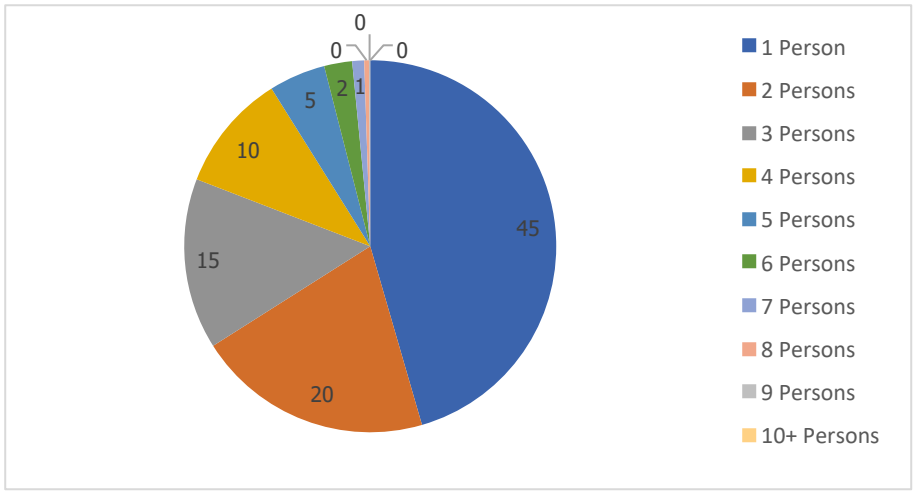




Distribution by Household Size as a % of 50058

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons	9 Persons	10+ Persons
45	20	15	10	5	2	1	0	0	0



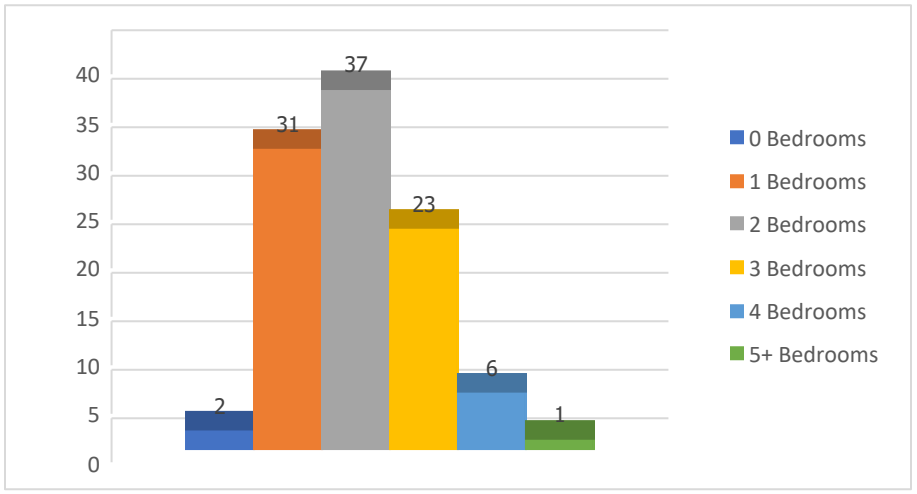


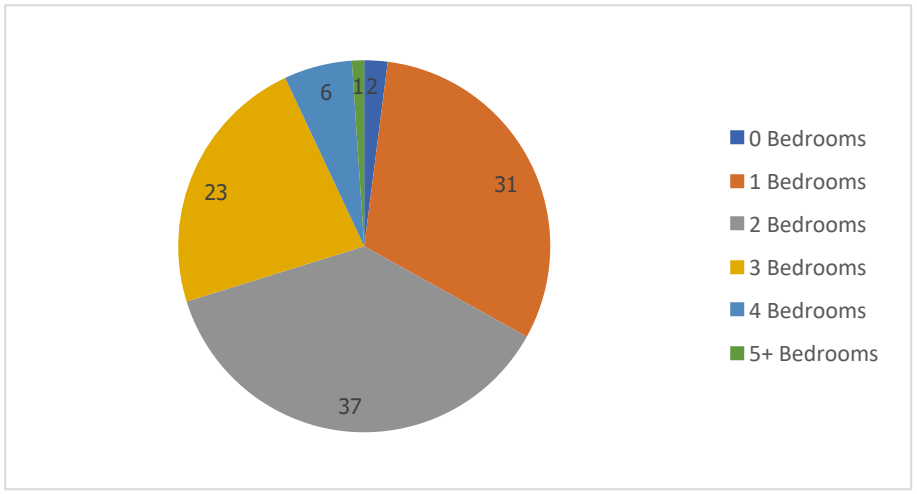
Total Household Members and Average Size

Total Number of Household Members	Average Household Size	Number of Households
8,169	2	3,664

Distribution by Number of Bedrooms as a % of 50058

0 Bedrooms	1 Bedrooms	2 Bedrooms	3 Bedrooms	4 Bedrooms	5+ Bedrooms
2	31	37	23	6	1

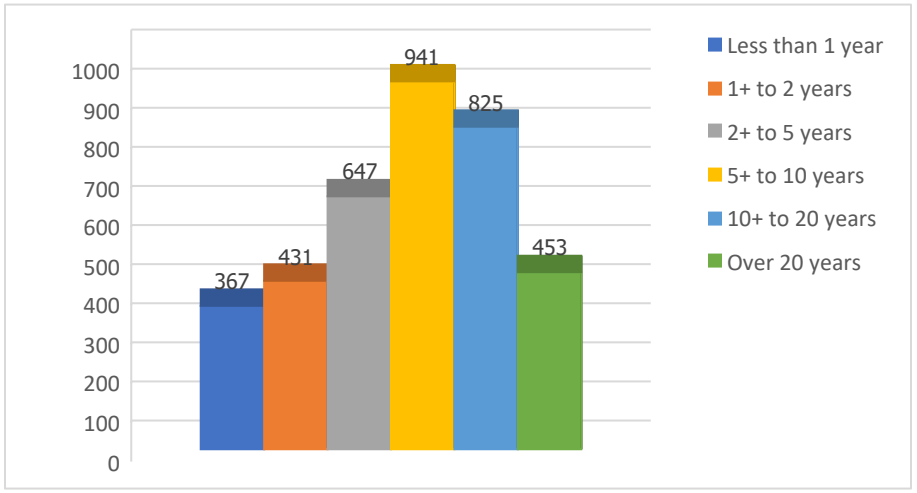


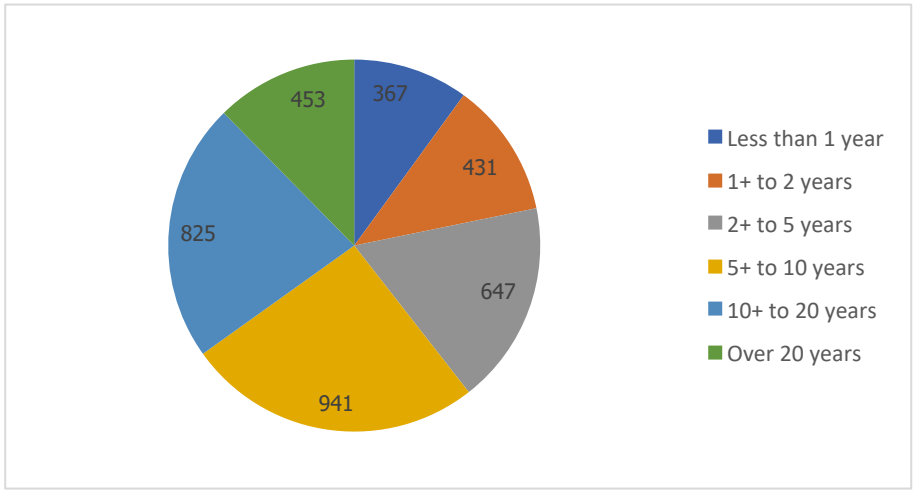


Length of Stay Information

Distribution by Length of Stay as a % of 50058 (currently assisted families)

Less than 1 year		1+ to 2 years		2+ to 5 years		5+ to 10 years		10+ to 20 years		Over 20 years	
Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent	Count	Percent
367	10	431	12	647	18	941	26	825	23	453	12





FSS Participants Escrow Report
January 2025

Average:

Addendum Type	Count	Increase in Earned Income	Monthly Escrow	Amount Disbursed	Current Escrow Balance
Enrollment	5	0.00	0.00	0.00	0.00
Progress	158	9,305.44	267.86	0.00	6,257.53
Exit	13	18,776.38	0.00	(2,830.59)	1,617.79
N/A	6			(2,125.12)	2,497.51
	182	9,740.64	240.47	(272.24)	5,630.25

ROSS Program January 2025 Report
Submitted by Janet Lennemann, MS

Happy New Year from LCHA Public Housing ROSS program! The program started off the new year with NEW service partners and State Representative Cruz and staff hosting a luncheon and resource fair at Beach Haven Towers.

Health and Well Being

Oak Street Health continued to offer Sip n Paint, Game Day (card and board games), and bracelet making for all the sites. Monica from Oak Street Health is amazing teaching a craft while sharing information about Oak Street Health services. I offered Monica the opportunity to place flyers or informational packets at the tenants' apartment doors to assist with reaching her outreach goals.

Shiloh tenants continue to be fortunate having Pastor Jeff come to the site each Thursday morning form Bible Class and spiritual guidance.

Beach Haven Tower tenant, Chelia, continues hosting chair exercises, and the attendance numbers are increasing. Chelia and other tenants who have advanced their endurance are in search of hand weights and tension bands. I spoke with tenants, assisting them with making a presentation to Representative Diaz and other service providers at the January 17, 2025, luncheon. This gave the tenants a sense of empowerment and independence, being a voice for the betterment of BHT. Although requests were heard and acknowledged, the tenants are still waiting for a donation or contribution for the exercise items.

Help at Home continues to host BINGO and BUNCO, and recently added Loteria, Spanish version of BINGO! This is fun for English speaking tenants to learn Spanish words and has also drawn Spanish speaking tenants to attend as well.

Orchard Manor and Millview Manor in Antioch, as well at John Kuester Manor in Wauconda, continue to gather to have communal meals which each tenant (who participates) prepares a dish for the meal. I can always count on Millview Manor tenants to try new events/activities, be open to learning, and come to me for assistance without hesitation.

Two tenants from Shiloh Towers expressed interest in hosting BINGO on weekends. The more the merrier! I designed a flyer for them and they distributed to the apartments, resulting in seven participants. We don't give up, we keep reaching out and encouraging everyone.

Lake County Health Department visited seven sites presenting information regarding preventative services. Giveaways included Narcan nasal spray and how to administer, condoms (Senior population has the highest rate of STDs than any other age group) condoms, locked bags for medications, or other items, and handouts with additional information.

Lake County Center for Independent Living made their rounds to seven locations to present information for individuals with visual and auditory challenges. Services and adaptive devices are available with no charge to the tenants if they qualify. This agency is one of the best kept secrets for those tenants in need.

Angela Walker, musician, performed at Warren Manor, singing well-known songs, which either made one dance OR simply relax. Angela will be continue sharing her talent at other locations for Valentines' Day in February.

Myself and State Representative Cruz's assistant, Brenda, organized a successful Luncheon and Resource Fair on January 17, 2025, at Beach Haven Tower. Approximately 20 tenants attended, as well as Heidi S., Director of Special Services, and Todd E., Maintenance Supervisor. Service Partners included, the Attorney Generals Office, PACE, Catholic Charities, Illinois Treasurer, and Representative Cruz's office provided information as well.

Digital Literacy/Computer Skills

I continue to assist tenants with establishing their RentCafe account, if not to pay rent automatically, to submit their own maintenance/work orders, and check their LCHA account balances prior to the monthly statements in the postal mail.

Help at Home mentioned that Caption Call is going to offer a tablet for individuals who need technological assistance. Stay tuned for more details.

Financial Literacy

Although Senior Savvy financial workshops were not held in January, many are learning to access the RentCafe to view LCHA statements or refer individuals to the HUD Counseling program.

Tenants from Hawley Manor and Millview Manor expressed interest in the Family Self-Sufficiency program. Although, these ladies are Seniors, they are holding onto their dreams of owning a home of their own. Good Luck to them!

Aging in Place

Individuals of whom I assisted with referrals for homemakers, have finished the intake process with Catholic Charities, approved for homemaker services, and either the homemaker has started or will soon start. This is a SUCCESS for the tenant!

I accompanied a tenant to court for the first court hearing for his eviction process. Thankfully, this court hearing was 'dismissed' regarding late rent and fees, as the tenant's family paid the back charges. This too was a SUCCESS! The tenant will be served again for the violations, and I will be with him again for the hearing.

I also accompanied another tenant to a court hearing regarding a harassment misdemeanor, and the case was not on the docket nor in the court system. This too was a WIN, because it could've led to a lease violation.

I have a lot of experience working with the court system and understanding legal terminology, which gave much comfort to the tenants having an advocate by their side.

As we age, our 'reality' changes, which is what occurred for 'Bob', a 95-year-old tenant, who made the emotional decision to stay in a long-term center and vacate his apartment. 'Bob' will be missed, however his friends at Millview Manor will always stay in touch.

'Karen' lived at Beach Haven Tower for 14+ years and secured a voucher to move to a different apartment complex. Congratulations!

ROSS Enrollment

Millview Manor	**9**
Orchard Manor	**9**
Beach Haven	**9**
John Kuester	**1**
Hawley Manor	**15**
Shiloh Towers	**12**
Warren Manor	**4**

Total Participants:	**59**
New in January:	**0**
Tenant Deactivated:	**2**

UPDATES:

Annual ROSS surveys were distributed to individual apartments at all seven sites. Many have been returned, however I will likely report the results in February or March reports.

As I go through ROSS files, which I am dedicating Fridays to the main office, and completing the specified assessments to ROSS participants, newly moved in tenants, and existing tenants who are referred to me. Completing these surveys and assessments in the first quarter of the calendar year, will prove to track much easier for upcoming years.

Respectfully submitted,
Janet Lennemann, MS
ROSS Coordinator

Housing Counseling Program

Impact Report – January 2025

Submitted by Elizabeth Werning, Int Dir of Housing Counseling Programs

NEW Program Participants	Jan 2025
First Time Home Buyers	4
Families that Rent	23
Homeowners Facing Foreclosure	21
Families Facing Eviction	11

Housing Counseling Impacts	Jan 2025
Households for whom counselor developed a customized budget	59
Families that received information on Fair Housing	59
Households who received info on affordable housing options	19
Families that were referred for legal representation	14
Families who closed on their new homes	2
Households saved from foreclosure	6
Households who attended a Foreclosure Prevention workshop	8
Households who attended a Financial Literacy workshop	12

The Tenants Assistance Program (TAP)	Jan 2025
Amount in Rent Assistance Issued between 1/1/25 – 1/31/25	$79,053.03
Amount of Security Deposit Grants Issued 1/1/25 – 1/31/25	$37,165.00
Total Grant Amount Issued 1/1/25 – 1/31/25	$116,218.03
Remaining TAP Funds as of 2-01-2025	**$103,900.85**

HUD Quarterly Report (the 9902)

Each quarter, all housing counseling agencies across the US are required to submit to HUD a comprehensive report called the 9902 which details the demographics of the households who received services, the types of services received, and the success rates (called impacts) of the counseling provided. In mid-January, Housing Counseling submitted the attached 9902 for Fiscal Year 2025, Quarter 1 (October 2024 – December 2024).

This is attached for your review.

Narrative

On December 10th, Mr. S arrived in person at the LCHA Lake Zurich office looking for assistance with his VA mortgage loan payment, which had ballooned from $1600 to $2800 in the year and a half that he owned the property. A middle-income Lake County resident, Mr. S lived on his veteran's benefits and the social security income from his late wife. Mr. S told the counselors that he expected a gradual increase in his housing costs over time, but to have them jump so quickly and so much would simply bankrupt him.

Counselors pulled the standard documents for this type of file – the deed, the mortgage notes, the property taxes – to see if something obvious stood out. In these situations, counselors are trained to look for the typical reasons a mortgage payment would nearly double in less than two years, including hidden balloons in the mortgage notes or adjustable rates that had grown significantly. Mr. S, however, had a recent VA mortgage which prohibited these types of predatory loans. Considering this, counselors pivoted to an analysis of his property taxes.

Like most Lake County homeowners, property taxes account for one-third to one-half of a homeowner's monthly mortgage payment. Though the buyers of new construction homes typically see a massive jump in taxes in the second year they occupy their homes (when the property hits the tax assessor as a house rather than an empty lot), Mr. S's home was built in the mid-1990's. Similarly, it frequently happens that the seller of a home receives tax exemptions that the new buyer cannot qualify for, such as a disabled veteran's or seniors' exemption. In Mr. S's case, the previous resident who sold the property to Mr. S received the same exemptions he did. In fact, Mr. S's property taxes had only risen $189 since last year's assessment, which certainly would not account for the ballooning payment.

This left one remaining option: his property insurance. When counselors spoke with Mr. S's lender, they relayed that Mr S's annual homeowner's insurance policy cost had increased from $1060 to over $3200 since he purchased in mid-2023. Mr. S produced his insurance documents, with which the counselors verified that without a change in coverage, claim on his policy, or major disaster event in his area, his policy costs had more than tripled in 18 months. With his permission, counselors called the Illinois Department of Insurance (IDOI) with his story and asked if any law had been violated. Per the IDOI, there is no law in Illinois that prohibits an insurance carrier from increasing the annual policy costs by any amount. If Mr S was to reduce his monthly payments, he would need to find a new policy.

Counselors helped Mr. S source online quotes from different insurance providers, and the client narrowed the field to five: State Farm, USAA, American Family, Liberty, and Allstate. The quotes varied between $1500 and $1950 annually, with coverage matching Mr S's current policy. Counselors coordinated a call between Mr. S and his current auto insurance provider to see if his broker could reduce costs further by bundling his auto and home, which resulted in a new policy quote of $1463. After visiting his broker to confirm the new policy, Mr. S returned to the LCHA Lake Zurich office where counselors helped him upload the new policy to his lender's website and submit a request for an escrow analysis. When completed, this analysis will compel the lender to calculate Mr. S's monthly payments inclusive of his new lower-cost policy. When calculated using the new premium, counselors anticipate that Mr. S's new monthly payment will be approximately $1750, well within his budget.

Though increases in property taxes and insurance costs are an expected facet of homeownership, many of LCHA's housing counseling clients are seeing their insurance premiums increase more rapidly than is typical. As stated by IDOI, no state regulation currently exists to keep insurance prices lower, but housing counseling clients are encouraged to shop around, explore potential bundling benefits, and examine the advantages of a graded-inflation policy (aka inflation guard) which guarantees that premiums will increase a certain percentage each year (with notable exceptions) rather than making periodic jumps in cost like Mr. S's did. Because of his experiences, counselors have added a chapter on inflating homeowners insurance policies to the existing Pre-Purchase Education class and look forward to hosting a short workshop entirely focused on this subject.

Housing Counseling Agency Activity Report

U.S. Department of Housing and Urban Development
Office of Housing Counseling
Federal Housing Commissioner

OMB Approval No: 2502-0622
Exp. 12/31/2024

1. Counseling Agency Name

Agency Name

LAKE COUNTY HOUSING AUTHORITY
Agency ID: 80113
Agency Type: LHCA

22843 N Lakewood Ln
Lake Zurich, IL
60047-7403

Parent Agency Name (if applicable)

HOUSING ACTION ILLINOIS
Agency ID: 90062
Agency Type: Regional Intermediary

2. Reporting Period and Budget

Reporting Period:	Quarter 1
Fiscal Year:	2025
From:	10/01/2024
To:	12/31/2024
Submission Date:	01/15/2025
Update Date:	01/15/2025
Total budget, all sources:	$1,045,000.00
Total HUD Funding, all grants:	$61,581.19

HUD Funding Sources

Passed @ 6%

2023-1 COMP 10/01/2023 - 09/30/2024
Extended to 03/31/2025 Notice of Funding Opportunity (NOFO) for the Department's Fiscal Year 2023 Comprehensive Housing Counseling Grant Program FR-6700-N-33
Funding: $17,906.35

2023-3 HI 10/01/2023 - 03/31/2025 Notice of Funding Opportunity (NOFO) for the Department's Fiscal Year 2023 Homeownership Initiative Grant FR-6700-N-90
Funding: $0.00

2024-1 COMP 10/01/2024 - 09/30/2025 Notice of Funding Opportunity (NOFO) for the Department's Fiscal Year 2024 Comprehensive Housing Counseling Grant Program FR-6700-N-33
Funding: $43,674.84

Validated: Validated
Last Validated: 01/15/2025
Validated by: System

Only reports completed by 01/31/2025 will be credited for on time submission.

	TOTAL		2023-1 COMP	2023-3 HI	2024-1 COMP
	All Activities	All HUD Funded Activities	HUD Funded	HUD Funded	HUD Funded
3. Ethnicity					
a. Hispanic	62	56	56	0	0
b. Not Hispanic	380	346	346	0	0
c. Chose not to respond	5	4	4	0	0
Section 3 Total	447	406	406	0	0
4. Race					
a. American Indian/Alaskan Native	3	3	3	0	0
b. Asian	4	4	4	0	0
c. Black or African American	265	242	242	0	0
d. Native Hawaiian or Other Pacific Islander	1	1	1	0	0
e. White	140	129	129	0	0
f. More than One Race	8	6	6	0	0
g. Chose not to respond	26	21	21	0	0
Section 4 Total	447	406	406	0	0
5. Income Levels					
a. < 30% of Area Median Income (AMI)	324	298	298	0	0
b. 30 - 49% of AMI	93	83	83	0	0

c. 50 - 79% of AMI	17	14	14	0	0
d. 80 - 100% of AMI	5	4	4	0	0
e. > 100% AMI	8	7	7	0	0
f. Chose not to respond	0	0	0	0	0
Section 5 Total	447	406	406	0	0
6. Rural Area Status					
a. Lives in a rural area	4	2	2	0	0
b. Does not live in a rural area	432	394	394	0	0
c. Chose not to respond	11	10	10	0	0
Section 6 Total	447	406	406	0	0
7. Limited English Proficiency Status					
a. Limited English Proficient	15	15	15	0	0
b. Not Limited English Proficient	425	385	385	0	0
c. Chose not to respond	7	6	6	0	0
Section 7 Total	447	406	406	0	0
8. Households Receiving Education Services (Including Online Education), by Purpose					
a. Completed financial literacy workshop, including home affordability, budgeting and understanding use of credit	0	0	0	0	0
b. Completed predatory lending, loan scam or other fraud prevention workshop	0	0	0	0	0
c. Completed fair housing workshop	0	0	0	0	0
d. Completed homelessness prevention workshop	0	0	0	0	0
e. Completed rental workshop	0	0	0	0	0
f. Completed pre-purchase homebuyer education workshop	1	0	0	0	0
g. Completed non-delinquency post-purchase workshop, including home maintenance and/or financial management for homeowners	0	0	0	0	0
h. Completed resolving or preventing mortgage delinquency workshop	0	0	0	0	0
i. Completed disaster preparedness assistance workshop	0	0	0	0	0
j. Completed disaster recovery assistance workshop	0	0	0	0	0
Section 8 Total	1	0	0	0	0
9. Households Receiving One-on-One Counseling by Purpose					
a. Homeless Assistance	0	0	0	0	0
b. Rental Topics	395	377	377	0	0
c. Prepurchase/Homebuying	22	0	0	0	0
d. Non-Delinquency Post-Purchase	0	0	0	0	0
e. Reverse Mortgage	0	0	0	0	0
f. Resolving or Preventing Forward Mortgage Delinquency or Default	23	23	23	0	0
g. Resolving or Preventing Reverse Mortgage Delinquency or Default	5	5	5	0	0
h. Disaster Preparedness Assistance	0	0	0	0	0
i. Disaster Recovery Assistance	1	1	1	0	0
Section 9 Total	446	406	406	0	0
Households Served Sections 8 and 9 Total:	447	406	406	0	0
10. Outcome of One-on-One Counseling Services					
a. Households that received one-on-one counseling that also received education services.	92	62	62	0	0

b. Households that received information on fair housing, fair lending and/or accessibility rights.	436	390	390	0	0
c. Households for whom counselor developed a budget customized to a client's current situation.	438	391	391	0	0
d. Households that improved their financial capacity (e.g. increased discretionary income, decreased debt load, increased savings, increased credit score, etc.) after receiving Housing Counseling Services.	413	378	378	0	0
e. Households that gained access to resources to help improve their housing situation (e.g. down payment assistance, rental assistance, utility assistance, etc.) after receiving Housing Counseling Services.	356	336	336	0	0
f. Households that gained access to non-housing resources (e.g. social service programs, legal services, public benefits such as Social Security or Medicaid, etc.) after receiving Housing Counseling Services.	329	319	319	0	0
g. Homeless or potentially homeless households that obtained temporary or permanent housing after receiving Housing Counseling Services.	283	281	281	0	0
h. Households gained access to disaster recovery non-housing resources after receiving Housing Counseling Services (e.g. Red Cross/FEMA relief items, legal services, assistance)	1	1	1	0	0
i. Households obtained disaster recovery housing resources after receiving Housing Counseling Services (e.g. temporary shelter, homeowner rehab, relocation, etc.)	1	1	1	0	0
j. Households for whom counselor developed or updated an emergency preparedness plan.	4	4	4	0	0
k. Household that received rental counseling and avoided eviction after receiving Housing Counseling Services.	27	27	27	0	0
l. Households that received rental counseling and improved living conditions after receiving Housing Counseling Services.	34	34	34	0	0
m. Households that received pre-purchase/homebuying counseling and purchased housing after receiving Housing Counseling Services.	5	0	0	0	0
n. Households that received reverse mortgage counseling and obtained a Home Equity Conversion Mortgage (HECM) after receiving Housing Counseling Services.	0	0	0	0	0
o. Households that received non-delinquency post-purchase counseling that were able to improve home conditions or home affordability after receiving Housing Counseling Services.	0	0	0	0	0
p. Households that prevented or resolved a forward mortgage default after receiving Housing Counseling Services.	9	8	8	0	0
q. Households that prevented or resolved a reverse mortgage default after receiving Housing Counseling Services.	0	0	0	0	0
r. Households that received a forward mortgage modification and remained current in their modified mortgage after receiving Housing Counseling Services	1	1	1	0	0

s. Households that received a forward mortgage modification and improved their financial capacity after receiving Housing Counseling Services.	1	1	1	0	0
Section 10 Total	2430	2234	2234	0	0

Public reporting burden for this collection of information is estimated to average .375 hours per response. The HUD9902 form is transmitted 100% electronically. The housing counseling agency can either input data directly into HUD's Housing Counseling System (HCS) or submit through its own Client Management System (CMS) using the Agency Reporting Module connection to HUD's HCS. With universal CMS use, the HUD-9902 will populate automatically based on electronic client files. Consequently, the estimated burden hour per response includes logging in and the time necessary to send the document electronically (estimated time: 15 minutes). An agency may not conduct or sponsor, and a person is not required to submit an information collection unless that collection displays a valid OMB control number.

This information is collected in connection with HUD's Housing Counseling Program and will be used by HUD to collect performance and outcome data related to HUD's Housing Counseling Program. Additionally, the data collected on form HUD-9902 plays a key role in analyzing performance and capacity during the Office of Housing Counseling's Notice of Funding Availability (NOFA) process. The information is required to obtain funding under Section 106 of the Housing and Community Development Act of 1974. The information is considered sensitive and is protected by the Privacy Act which requires the records to be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality.

Human Resources

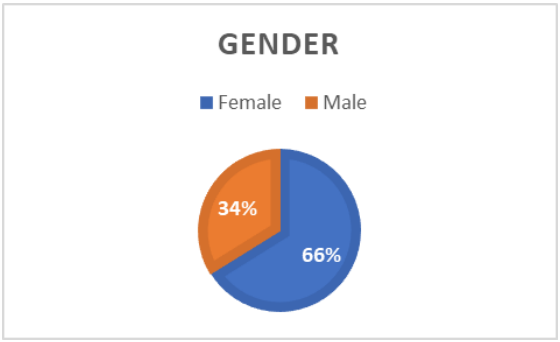
Written By: Christine N. Pryor – Sr. HR Generalist

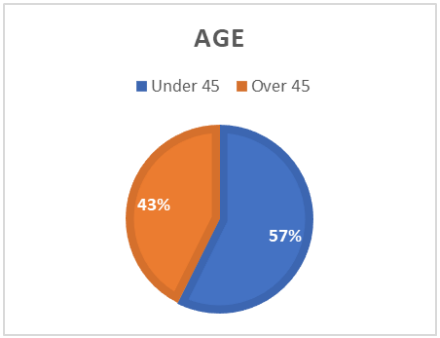
Demographics

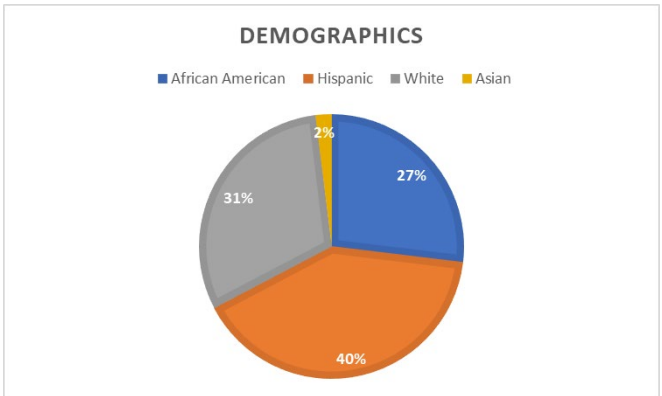
Employees Hired:	1
Internal Promotions:	0
Employees Terminated:	0
Employees Retired:	0
Temporary Staff:	3
Open Positions:	0

Population Data

Current Full-time Employees:	61
Current Part-time Employees:	0
Gender Ratios: Females	66.13% (41 headcount)
Gender Ratios: Male	33.87% (20 headcount)
Age Ratios: Under 45	53.23% (35 head count)
Age Ratios: Over 45	46.77% (26 headcount)
African American	24%
Hispanic	31%
White	34%
Asian Pacific	2%







Payroll

Gross Payroll January: $278,346.92 (January included 2 payrolls)

RESOLUTION 2025-09

APPROVAL OF INTERAGENCY AGREEMENT BETWEEN LAKE COUNTY HOUSING AUTHORITY AND THE MCHENRY COUNTY HOUSING AUTHORITY

WHEREAS, Lake County Housing Authority (LCHA) and McHenry County Housing Authority (MCHA) through the U.S. Department of Housing and Urban Development (HUD) and pursuant to the Housing Authorities Act ("Act") (310 ILCS10/1 et seq.) administer a Housing Choice Voucher (HCV) Program, wherein LCHA and MCHA provide rental assistance via housing vouchers to very low-income persons residing in privately owned housing units;

WHEREAS, in compliance with Housing and Urban Development (HUD) rules and regulations, prior and subsequent to the execution of an HCV Housing Assistance Payment (HAP) contract, LCHA and MCHA must ensure that the Housing Choice Voucher tenants reside in units that meet Housing Quality Standards (HQS). Toward this end, MCHA and LCHA conducts HQS inspections of privately owned units, prior to, or after, the execution of HAP contracts to ensure that the required standards are met and maintained;

WHEREAS, the MCHA and LCHA own properties that are available for rent to participants of the HCV program. HUD HQS regulations require that a public housing authority engage an independent entity to perform the following PHA functions for properties that it owns:

1. To determine rent reasonableness in accordance with 24 CFR 982.507
2. To assist the family negotiate the rent to owner in accordance with 24 CFR 982.506
3. To inspect the unit for compliance with the HQS in accordance with 24 CFR 982.305(a) and 24 CFR 982.405;

WHEREAS, LCHA and MCHA have trained HQS inspectors and qualified personnel to conduct the activities associated with the HQS inspections, rent reasonableness reviews and to provide assistance to families to negotiate rent to owners; It would be beneficial for LCHA to use MCHA personnel and for MCHA to use LCHA personnel to conduct the aforementioned PHA functions.

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority is in full support of the Interagency Agreement between Lake County Housing Authority and the McHenry County Housing Authority.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 20th day of February 2025.

_____

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

INTERAGENCY AGREEMENT BETWEEN
The Housing Authority of the County of Lake
AND McHenry County Housing Authority

This Interagency Agreement is entered into as of this ____day of ____, 2025, by and between the Housing Authority of the County of Lake (LCHA) and the McHenry County Housing Authority (MCHA). LCHA and MCHA are hereinafter sometimes referred to individually as "Party" and collectively as "Parties";

WHEREAS, LCHA and MCHA through the U.S. Department of Housing and Urban Development and pursuant to the Housing Authorities Act ("Act") (310 ILCS10/1 et seq.) administer a Housing Choice Voucher (HCV) Program, wherein LCHA and MCHA provide rental assistance via housing vouchers to very low income persons residing in privately owned housing units;

WHEREAS, in compliance with Housing and Urban Development (HUD) rules and regulations, prior and subsequent to the execution of a HCV Housing Assistance Payment (HAP) contract, LCHA and MCHA must ensure that the Housing Choice Voucher tenants reside in units that meet Housing Quality Standards (HQS). Toward this end, MCHA and LCHA conducts HQS inspections of privately owned units, prior to, or after, the execution of HAP contracts to ensure that the required standards are met and maintained;

WHEREAS, the Parties own properties that are available for rent to participants of the HCV program. HUD HQS regulations require that a public housing authority engage an independent entity to perform the following PHA functions for properties that it owns:

1. To determine rent reasonableness in accordance with 24 CFR 982.507
2. To assist the family negotiate the rent to owner in accordance with 24 CFR 982.506
3. To inspect the unit for compliance with the HQS in accordance with 24 CFR 982.305(a) and 24 CFR 982.405;

WHEREAS, LCHA and MCHA have trained HQS inspectors and qualified personnel to conduct the activities associated with the HQS inspections, rent reasonableness reviews and to provide assistance to families to negotiate rent to owners;

WHEREAS, it would be beneficial for LCHA to use MCHA personnel and for MCHA to use LCHA personnel to conduct the HQS inspections, the rent reasonableness reviews and family assistance to negotiate rent to owner for the properties owned by the Parties;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties enter into this Agreement and hereby agree as follows:

MCHA will conduct HQS inspections, perform rent reasonableness reviews and provide assistance to families to negotiate rents with LCHA for LCHA-owned units; and LCHA will conduct HQS inspections, perform rent reasonableness reviews and provide assistance to families to negotiate rents with MCHA for LCHA-owned units.

THIS INTERAGENCY AGREEMENT is effective as of the date as set forth above.

The Housing Authority of the County of Lake	McHenry County Housing Authority
BY:_____	BY:_____
NAME Lorraine Hocker	NAME: Kim Ulbrich
TITLE: Executive Director/CEO	TITLE: Executive Director
DATE:_____	DATE:_____

RESOLUTION 2025-11
AUTHORIZATION TO ENTER INTO CONTRACT
BEACH HAVEN TOWERS ELEVATOR MODERNIZATION

WHEREAS The Authority conducted a competitive sealed bidding process to establish the cost of modernizing the Beach Haven Towers Elevator Conveyance System; and

WHEREAS after two bidding attempts only one (1) bid was received and determined to be responsive and reasonable; and

WHEREAS it is the recommendation of 1919 Architects, and Staff to accept the responsive and responsible bid submitted by **Trotter General Contracting, Inc.** and to proceed with Elevator Modernization work under the base bid at the cost of **$620,000.00**; and

NOW, THEREFORE, the Board of Commissioners of the Lake County Housing Authority authorizes the Executive Director to proceed to contract with Trotter General Contracting, Inc as the responsive, and responsible bidder as specified in **Exhibit A** to carry out the work as described in the Beach Haven Towers Elevator Modernization project manual.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 20th day of February 2025.

_____
Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____
Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

September 22, 2024

Norma Carlon
Lake County Housing Authority
33928 N. US Highway 45
Grayslake, Illinois 60030

Re: LCHA Beach Haven Elevator Renovation
Round Lake, Illinois

Dear Ms. Carlon:

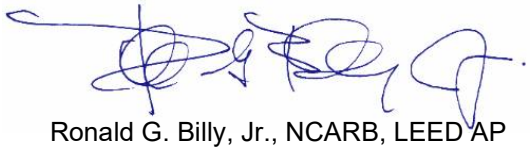
1919 Architects has reviewed the bid for the above-mentioned project that was publicly read aloud on September 16, 2024, for the above-mentioned project. A total of One (1) bid was received on time and all the bidder successfully complied with the bid (see the attached bid tabulation form). This was the second time we have bid this project. The bidding documents were distributed to national plan rooms (See attached Plan Holder list), as we did with the initial bid, to try to attract more bidders. The original bid, which had a bid due date of July 9, 2024, that resulted in no bid packages. We then decided to bid this a second time and we extended the bid due date via addendum to try to obtain bids for this project, The scope of work includes renovation of the elevator cabs, equipment, and Painting the elevator shaft ceiling. This bid exceeded our opinion of probable construction cost. We requested and have attached a copy of the contractors bid breakdown.

The most responsive and responsible low bidder for this project is Trotter General Contracting, Inc. with a base bid of $620,000.00. Our office reached out to the contractor and requested their bid breakdown (See attached).

The firm Trotter General Contracting, Inc., be contacted to negotiate a contract. A search of the Systems for Award Management for Trotter General Contracting, Inc. and they are registered, and are in good standing (See attached).

Please do not hesitate to contact our office with any questions or concerns you may have regarding these bids.

Sincerely,



Ronald G. Billy, Jr., NCARB, LEED AP
President

Enclosures

B I D T A B U L A T I O N F O R M

BID ON: LCHA Beach Haven Elevator Renovation
DATE OF OPENING: 09/16/2024

BID NO: TIME OF OPENING: 2:00 p.m.

CONTRACTOR: Trotter General Contracting, Inc.

☒ BB ☒ Add ☒ HH ☒ NC ☒ NonSeg ☒ Cert-Sec3 ☒ HUD 5369A

Base Bid: $620,000.00

CONTRACTOR:

☐ BB ☐ Add ☐ HH ☐ NC ☐ NonSeg ☐ Cert-Sec3 ☐ HUD 5369A

Base Bid: $

CONTRACTOR:

☐ BB ☐ Add ☐ HH ☐ NC ☐ NonSeg ☐ Cert-Sec3 ☐ HUD 5369A

Base Bid: $

CONTRACTOR:

☐ BB ☐ Add ☐ HH ☐ NC ☐ NonSeg ☐ Cert-Sec3 ☐ HUD 5369A

Base Bid: $

Deductive Alternate A-1: $

TROTTER

General Contracting Incorporated
900 Doran Drive Macomb, Il 61455
Phone 309-836-5040
tgci820@yahoo.com
www.TrotterContractingInc.com

09/17/20204

Lake County Elevator renovations

Beach Haven

mobilize/office	$ 10,000
elevator repairs	$ 480,000
repair and paint ceiling	$ 23,000
supervision	$ 15,000
bond/insurance	$ 20,000
profit/overhead	$ 72,000
	$ 620,000

Any alterations or deviations from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Worker's Compensation and Public Liability insurance on above work to be taken out by Trotter General Contacting, Inc.

Respectfully Submitted,

Chris Trotter
President
Trotter General Contracting, Inc.

1919 Architects

ATTENDANCE RECORD

Project No.: **23-16060**

Project: **LCHA Beach Haven Elevator Renovation**

Meeting Description: Bid Opening

Date: September 16, 2024

Time: 2:00 p.m.

Place: Lake County Housing Authority

#	Name & Title	Representing	Phone	Fax	Email
1	Ronald G. Billy, jr.	1919 Architects	815-229-8222		ron@1919architects.com
2	KATRINA GOFRON-ELLISON	LCHA	847-223-1170 x 1206		kgellison@lakecountyhousing.org
3	LORRAINE HOCKER	LCHA	847-223-1170 x 2030		lhocker@lakecountyhousing.org
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					

SAM.GOV

Entity Information Search Results 1 Total Results

Filter by:

Keyword (ALL)	Status
"Trotter General Contracting, Inc."	Active

TROTTER GENERAL CONTRACTING INC Active Registration

Entity

Unique Entity ID: NTJQKJFDYVH9

CAGE/NCAGE: 7ZW02

Physical Address:
900 DORAN DR
MACOMB , IL
61455 USA

Expiration Date:
May 20, 2025

Purpose of Registration:
All Awards

RESOLUTION 2025-12
AUTHORIZATION TO ENTER INTO CONTRACT
SHILOH TOWERS ELEVATOR MODERNIZATION

WHEREAS The Authority conducted a competitive sealed bidding process to establish the cost of modernizing the Shiloh Towers Elevator Conveyance System; and

WHEREAS after two bidding attempts only one (1) bid was received and determined to be responsive and reasonable; and

WHEREAS it is the recommendation of 1919 Architects, and Staff to accept the responsive and responsible bid submitted by **Trotter General Contracting, Inc.** and to proceed with Elevator Modernization work under the base bid at the cost of **$790,000.00**; and

NOW, THEREFORE, the Board of Commissioners of the Lake County Housing Authority authorizes the Executive Director to proceed to contract with Trotter General Contracting, Inc as the responsive, and responsible bidder as specified in **Exhibit B** to carry out the work as described in the Shiloh Towers Elevator Modernization project manual.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 20th day of February 2025.

_____
Kevin Considine
Chairman
Board of Commisioners
Lake County Housing Authority

ATTEST:

_____
Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

1919 Architects

September 22, 2024

Norma Carlon
Lake County Housing Authority
33928 N. US Highway 45
Grayslake, Illinois 60030

Re: LCHA Shiloh Tower Elevator Renovation
Zion, Illinois

Dear Ms. Carlon:

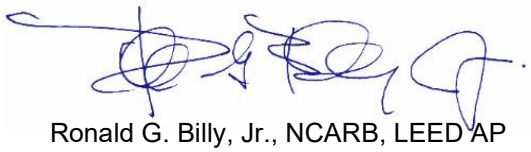
1919 Architects has reviewed the bid for the above-mentioned project that was publicly read aloud on September 16, 2024, for the above-mentioned project. A total of One (1) bid was received on time and all the bidder successfully complied with the bid (see the attached bid tabulation form). This was the second time we have bid this project. The bidding documents were distributed to national plan rooms (See attached Plan Holder list), as we did with the initial bid, to try to attract more bidders. The original bid, which had a bid due date of July 9, 2024, that resulted in no bid packages. We then decided to bid this a second time and we extended the bid due date via addendum to try to obtain bids for this project, The scope of work includes renovation of the elevator cabs and equipment and separating the machine room in the penthouse from the exposed plumbing lines which are a code violation. We also added an HVAC system for the new elevator room to control the heat for the sensitive electronic equipment. This bid exceeded our opinion of probable construction cost.

The most responsive and responsible low bidder for this project is Trotter General Contracting, Inc. with a base bid of $790,000.00. Our office reached out to the contractor and requested their bid breakdown (See attached).

The firm Trotter General Contracting, Inc., be contacted to negotiate a contract. A search of the Systems for Award Management for Trotter General Contracting, Inc. and they are registered, and are in good standing (See attached).

Please do not hesitate to contact our office with any questions or concerns you may have regarding these bids.

Sincerely,



Ronald G. Billy, Jr., NCARB, LEED AP
President

Enclosures

B I D T A B U L A T I O N F O R M

BID ON: LCHA Shiloh Towers Elevator Renovation
DATE OF OPENING: 09/16/2024

BID NO: TIME OF OPENING: 1:30 p.m.

CONTRACTOR: Trotter General Contracting Inc.

☒ BB ☒ Add ☒ HH ☒ NC ☒ NonSeg ☒ Cert-Sec3 ☒ HUD 5369A

Base Bid: $ 790,000.00

CONTRACTOR:

☐ BB ☐ Add ☐ HH ☐ NC ☐ NonSeg ☐ Cert-Sec3 ☐ HUD 5369A

Base Bid: $

CONTRACTOR:

☐ BB ☐ Add ☐ HH ☐ NC ☐ NonSeg ☐ Cert-Sec3 ☐ HUD 5369A

Base Bid: $

CONTRACTOR:

☐ BB ☐ Add ☐ HH ☐ NC ☐ NonSeg ☐ Cert-Sec3 ☐ HUD 5369A

Base Bid: $

Deductive Alternate A-1: $

TROTTER

General Contracting Incorporated
900 Doran Drive Macomb, Il 61455
Phone 309-836-5040
tgci820@yahoo.com
www.TrotterContractingInc.com

09/17/20204

Lake County Elevator renovations

SHILOH

mobilize/office management	$ 15,000
new wall system/ door and frame	$ 8,500
new ac unit	$ 12,500
demo rails and repair walls	$ 13,000
new stair system	$ 24,000
elevator repairs	$ 600,000
bond/insurance	$ 20,000
supervision	$ 12,000
profit/overhead	$ 85,000
Total	$ 790,000

Any alterations or deviations from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Worker's Compensation and Public Liability insurance on above work to be taken out by Trotter General Contacting, Inc.

Respectfully Submitted,

Chris Trotter
President
Trotter General Contracting, Inc.

1919 Architects

ATTENDANCE RECORD

Project No.: **23-16050**

Project: **LCHA Shiloh Towers Elevator Renovation**

Meeting Description: Bid Opening

Date: September 16, 2024

Time: 1:30 p.m.

Place: Lake County Housing Authority

#	Name & Title	Representing	Phone	Fax	Email
1	Ronald G. Billy, Jr.	1919 Architects	815-229-8222		ron@1919architects.com
2	Katrina Lofton-Ellison	LCHA	847-223-1170 x1206		Kgellison@lakecountyha.org
3	Lorraine Hocker	LCHA	847-223-1170 x2030		lhocker@lakecountyha.org.
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					

SAM.GOV

Entity Information Search Results 1 Total Results

Filter by:

Keyword (ALL)	Status
"Trotter General Contracting, Inc."	Active

TROTTER GENERAL CONTRACTING INC Active Registration

Entity

Unique Entity ID: NTJQKJFDYVH9

CAGE/NCAGE: 7ZW02

Physical Address:
900 DORAN DR
MACOMB , IL
61455 USA

Expiration Date:
May 20, 2025

Purpose of Registration:
All Awards

RESOLUTION 2025-13
AUTHORIZATION TO ENTER INTO CONTRACT
MANOR AVENUE TOWNHOMES EXTERIOR IMPROVEMENTS

WHEREAS, The Authority received a competitive bid through SOURCEWELL Solicitation No: IL-R1-GC-122122-LEO to provide miscellaneous exterior renovations at 38460–38500 N. Manor Ave, Beach Park, IL 60087; and

WHEREAS, the installation work needing to be performed is detailed in the work order attached hereto in **Exhibit C** and

WHEREAS, it is the recommendation of the Executive Director and staff to enter into contract with **Leopardo Companies Inc.** and to proceed with the scope of work described in **Exhibit C** at the cost of **$528,266.33**; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Lake County Housing Authority authorizes the Executive Director to proceed to contract with **Leopardo Companies Inc.** as specified in **Exhibit C**.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 20th day of February 2025.

_____

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

Exhibit C

Work Order Signature Document

Contract No.:IL-R1-GC-122122-LEO

[X] **New Work Order** [ ] **Modify an Existing Work Order**

Work Order #:	136656.00	Work Order Date:	
Owner PO No:			
Title:	Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements		
Owner Name:	SOURCEWELL - ILLINOIS - Lake County Housing Authority	Contractor Name:	Leopardo Companies Inc
Contact:	Lorraine Hocker	Contact:	Tim McCracken
Phone:	(847) 650-6848	Phone:	

Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No IL-R1-GC-122122-LEO.

Brief Work Order Description:

Provide miscellaneous exterior renovations at 38460-38500 N. Manor Ave, Beach Park, IL 60087 for the Lake County Housing Authority.

Work Order Firm Fixed Price: $528,266.33

Owner Purchase Order Number:

Approvals

Lorraine Hocker 01/29/2025

Owner — Date

Tim McCracken

Digitally signed by Tim McCracken
DN: C=US, E=tjmccracken@leopardo.com, O="Leopardo Constructin, Inc. ", CN="Tim McCracken "

Contractor — Date: 1/28/2025

Detailed Scope of Work

Date:	1/27/2025
Work Order #:	136656.00
Title:	Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements
Contractor:	Leopardo Companies Inc
Contractor Number:	IL-R1-GC-122122-LEO
Job Order Value:	$528,266.33

Location: Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements

Brief Scope:

Provide miscellaneous exterior renovations at 38460-38500 N. Manor Ave, Beach Park, IL 60087 for the Lake County Housing Authority.

Dear Lorraine Hocker,

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work:

Detailed Scope:

Remove and replace the following:

- Roof
- Siding
- Soffit, Fascia, Gutters, & Downspouts
- Windows
- Exterior Doors
  (1) Standard Entry at Front per unit
  (1) Storm/Screen Door at front entry
  (1) Sliding Entry Door at Rear Patio per unit
- Asphalt Driveways
- Culverts at driveway entry
- (4) Exterior Storage Sheds to match existing size and footprint.
- Front Entry Concrete Stoops/Stairs at all units.
- Rear Entry Wood Porches at all units
- Concrete pad & Fence for Garbage enclosure south side of driveway of 38460
- Tree, brush, and debris/garbage clearing along south property line
- Interior finish carpentry trim at windows and doors
- Interior painting only at walls with new windows/doors.
- Staining of wood panel garbage enclosure.
- Exterior building identification (address numbers)
- (4) Exterior Solar Powered security lights
- Design and Permitting

Requirements:

Should you have any questions, please do not hesitate to contact me at 224.523.3801.



Contractor Price Proposal Summaries - Category

Date: 1/27/2025

Work Order #: 136656.00

Title: Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements

Contractor: Leopardo Companies Inc

Contractor Number: IL-R1-GC-122122-LEO

Job Order Value: $528,266.33

Proposal Name: Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements - R3

Proposal Value: $528,266.33

To: Project Manager

From: Tim McCracken
Leopardo Companies Inc

Category	LineTotal
Culvert Replacements	$12,392.44
Asphalt	$57,319.07
Building Signage	$1,024.67
Concrete	$42,173.81
Culvert Replacements	$22,524.38
Decking	$15,577.81
Doors	$23,750.63
Exterior Lighting	$11,182.56
Finish Carpentry	$24,239.79
Garbage Enclosure	$15,165.74
General	$40,942.51
Gutters	$13,912.54
Landscaping	$24,220.66
Painting	$14,893.29
Roofing	$45,126.21
Sheds	$25,822.90
Siding	$117,635.44
Windows	$20,361.88
Grand Total:	**$528,266.33**

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal: **0.00**



Contractor Price Proposal Details - Category

Date: 1/27/2025

Work Order #: 136656.00

Title: Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements

Contractor: Leopardo Companies Inc

Contractor Number: IL-R1-GC-122122-LEO

Job Order Value: $528,266.33

Proposal Name: Lake County Housing Authority - Manor Avenue Townhomes Exterior Improvements - R3

Proposal Value: $528,266.33

	CSI Number	Mod	UOM	Description	LineTotal
Culvert Replacements					
1	01 22 23 00-0352		WK	5/8 CY Hydraulic Excavator With Full-Time Operator	$11,152.85
				Qty Unit Price Factor Total	
				Installation 1.50 X $6,883.84 X 1.0801 $11,152.85	
				Contractor Notes: *Used for culvert removal and reinstallation of new.*	
2	02 41 19 13-0071		EA	Saw Cut Minimum ChargeFor projects where the total saw cutting charge is less than the minimum charge, use this task exclusively. This task should not be used in conjunction with any other tasks in this section.	$1,239.59
				Qty Unit Price Factor Total	
				Installation 1.00 X $1,147.66 X 1.0801 $1,239.59	
				Subtotal for Culvert Replacements:	**$12,392.44**
Asphalt					
3	01 22 23 00-0290		WK	2,500 To 2,700 LB Capacity, 78" Wide, Tracked Skid-Steer Loader With Full-Time Operator	$7,293.40
				Qty Unit Price Factor Total	
				Installation 1.00 X $6,752.52 X 1.0801 $7,293.40	
				Contractor Notes: *Skid steer to be used on site for duration of project for material and equipment moving. Placement of new aggregate and asphalt.*	
4	01 22 23 00-1459		DAY	18 CY Rear Dump Truck With Full-Time Truck Driver	$10,025.92
				Qty Unit Price Factor Total	
				Installation 4.00 X $2,320.60 X 1.0801 $10,025.92	
				Contractor Notes: *Disposal/haul off of asphalt. (1) day per driveway*	



	CSI Number	Mod	UOM	Description	LineTotal
Asphalt					
5	01 71 13 00-0003		EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' BedIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom man lifts with >40' boom lengths, etc.	$1,577.00
				Qty Unit Price Factor Total	
				Installation 1.00 X $1,460.05 X 1.0801 $1,577.00	
6	02 41 13 13-0022		SY	>9" To 12" By Machine, Break-up And Remove Bituminous Paving	$16,505.96
				Qty Unit Price Factor Total	
				Installation 367.00 X $41.64 X 1.0801 $16,505.96	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
7	32 11 16 16-0007		SY	6" Crushed Aggregate Base Course For Roadways And Parking Areas	$6,231.36
				Qty Unit Price Factor Total	
				Installation 367.00 X $15.72 X 1.0801 $6,231.36	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
8	32 11 16 16-0007	0008	MOD	For Up To 500, Add	$1,629.19
				Qty Unit Price Factor Total	
				Installation 367.00 X $4.11 X 1.0801 $1,629.19	
9	32 12 13 13-0005		SY	Tack Coat, 0.10 Gallon/SY	$416.22
				Qty Unit Price Factor Total	
				Installation 367.00 X $1.05 X 1.0801 $416.22	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
10	32 12 13 13-0005	0429	MOD	For >300 To 500, Add	$19.82
				Qty Unit Price Factor Total	
				Installation 367.00 X $0.05 X 1.0801 $19.82	
11	32 12 13 19-0001		SY	Surface Prime Coat, 0.26 Gallon/SY	$745.23
				Qty Unit Price Factor Total	
				Installation 367.00 X $1.88 X 1.0801 $745.23	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
12	32 12 13 19-0001	0429	MOD	For >300 To 500, Add	$35.68
				Qty Unit Price Factor Total	
				Installation 367.00 X $0.09 X 1.0801 $35.68	

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Asphalt					
13	32 12 16 13-0006		SY	2-1/2" Thick Bituminous Hot Mix Intermediate Binder CourseIncludes placement, rolling, finishing and sweeping.	$6,393.88
				Qty Unit Price Factor Total	
				Installation 367.00 X $16.13 X 1.0801 $6,393.88	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
14	32 12 16 13-0006	0475	MOD	For Up To 400, Add	$987.03
				Qty Unit Price Factor Total	
				Installation 367.00 X $2.49 X 1.0801 $987.03	
15	32 12 16 13-0015		SY	1-1/2" Thick Bituminous Hot Mix Surface Wearing CourseIncludes placement, rolling, finishing and sweeping.	$3,960.00
				Qty Unit Price Factor Total	
				Installation 367.00 X $9.99 X 1.0801 $3,960.00	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
16	32 12 16 13-0015	0471	MOD	For Up To 700, Add	$669.91
				Qty Unit Price Factor Total	
				Installation 367.00 X $1.69 X 1.0801 $669.91	
17	32 12 16 39-0002		SY	3.6 Ounce/SY, 90 LB Grab Tensile Nonwoven Polypropylene Geotextile Paving Fabric (Carthage Mills FX-38A/O)	$784.87
				Qty Unit Price Factor Total	
				Installation 367.00 X $1.98 X 1.0801 $784.87	
				Contractor Notes: *(4) driveways x 825 SF = 3300SF/9= 367 SY*	
18	32 12 16 39-0002	0090	MOD	For >250 To 500, Add	$43.60
				Qty Unit Price Factor Total	
				Installation 367.00 X $0.11 X 1.0801 $43.60	
				Subtotal for Asphalt:	**$57,319.07**
Building Signage					
19	10 14 23 11-0096		EA	6" x 18" Metal Building Sign With Numbers	$1,024.67
				Qty Unit Price Factor Total	
				Installation 4.00 X $205.45 X 1.0801 $887.63	
				Demolition 4.00 X 31.72 X 1.0801 $137.04	
				Subtotal for Building Signage:	**$1,024.67**
Concrete					
20	01 22 23 00-0290		WK	2,500 To 2,700 LB Capacity, 78" Wide, Tracked Skid-Steer Loader With Full-Time Operator	$14,586.79
				Qty Unit Price Factor Total	
				Installation 2.00 X $6,752.52 X 1.0801 $14,586.79	
				Contractor Notes: *Skid steer to be used for concrete stoops removal and reinstall, concrete pads for sheds removal and reinstall, and concrete pads for garbage enclosures.*	

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Concrete					
21	01 22 23 00-1451		WK	4 CY Rear Dump Truck With Full-Time Truck Driver	$10,735.46
				Qty Unit Price Factor Total	
				Installation 2.00 X $4,969.66 X 1.0801 $10,735.46	
				Contractor Notes: *Disposal of concrete on site and haul off to landfill/recycling. (1) stoop to be demolished per day.*	
				disposal of 4 shed concrete pads	
22	02 41 13 13-0047		SF	>6" To 9" By Hand, Break-up And Remove Welded Wire Reinforced Concrete Paving	$4,348.74
				Qty Unit Price Factor Total	
				Installation 288.00 X $13.98 X 1.0801 $4,348.74	
				Contractor Notes: *Demolition of (4) front entry concrete stoops and concrete shed slabs.*	
23	02 41 19 13-0071		EA	Saw Cut Minimum ChargeFor projects where the total saw cutting charge is less than the minimum charge, use this task exclusively. This task should not be used in conjunction with any other tasks in this section.	$1,239.59
				Qty Unit Price Factor Total	
				Installation 1.00 X $1,147.66 X 1.0801 $1,239.59	
				Contractor Notes: *saw cutting at front entry concrete stoops to be replaced.*	
24	03 11 23 00-0002		SF	Cast On Grade Stairway Wood Formwork	$1,052.45
				Qty Unit Price Factor Total	
				Installation 48.00 X $20.30 X 1.0801 $1,052.45	
				Contractor Notes: *Line item used for single step at (4) townhome front entrances x 12 SF = 48 SF*	
25	03 11 23 00-0002	0008	MOD	For <1,000, Add	$205.82
				Qty Unit Price Factor Total	
				Installation 48.00 X $3.97 X 1.0801 $205.82	
26	31 05 16 00-0006		CY	#6 Stone Aggregate Fill (3/8" To 3/4" Clean)	$130.28
				Qty Unit Price Factor Total	
				Installation 2.00 X $60.31 X 1.0801 $130.28	
				Contractor Notes: *sidewalk subbase.*	
27	31 23 16 36-0022		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Hand	$429.45
				Qty Unit Price Factor Total	
				Installation 8.00 X $49.70 X 1.0801 $429.45	
				Contractor Notes: *compaction of stone subbase for new concrete stoops. 2 cy per entry x 4 entries*	
28	32 13 13 33-0004		SY	5" 4,500 PSI Concrete Paving Assembly	$1,908.63
				Qty Unit Price Factor Total	
				Installation 23.00 X $76.83 X 1.0801 $1,908.63	
				Contractor Notes: *Concrete walkway at front entry for (4) units. 10 LF per unit x 5' w = 50 sf x 4 = 200/9= 23*	

[redacted]

	CSI Number	Mod	UOM	Description					LineTotal
Concrete									
29	32 13 13 33-0004	0023	MOD	For 4,000 PSI Concrete, Deduct					($25.34)
					Qty		Unit Price	Factor	Total
				Installation	23.00	X	($1.02)	X 1.0801	($25.34)
30	32 13 13 33-0004	0031	MOD	For >100 To 250, Add					$3,713.38
					Qty		Unit Price	Factor	Total
				Installation	200.00	X	$17.19	X 1.0801	$3,713.38
31	32 13 13 33-0010		SY	12" 4,500 PSI Concrete Paving Assembly					$2,169.96
					Qty		Unit Price	Factor	Total
				Installation	12.00	X	$167.42	X 1.0801	$2,169.96
				Contractor Notes: *Line item used for concrete porch/stoop top step. 3 SY per porch x 4 = 12*					
32	32 13 13 33-0010	0023	MOD	For 4,000 PSI Concrete, Deduct					($28.90)
					Qty		Unit Price	Factor	Total
				Installation	12.00	X	($2.23)	X 1.0801	($28.90)
33	32 13 13 33-0010	0030	MOD	For Up To 100, Add					$856.86
					Qty		Unit Price	Factor	Total
				Installation	12.00	X	$66.11	X 1.0801	$856.86
34	32 17 13 19-0002		EA	6" x 6" x 6' Precast Concrete Wheel Stop With Dowels					$850.64
					Qty		Unit Price	Factor	Total
				Installation	8.00	X	$85.21	X 1.0801	$736.28
				Demolition	4.00	X	26.47	X 1.0801	$114.36
				Contractor Notes: *Line item used for new concrete parking stops, 2 per unit x 4 units = 8. (4) existing to be removed.*					
								Subtotal for Concrete:	**$42,173.81**
Culvert Replacements									
35	01 22 20 00-0045		HR	Senior Surveyor (Party Chief)					$507.22
					Qty		Unit Price	Factor	Total
				Installation	8.00	X	$58.70	X 1.0801	$507.21
				Contractor Notes: *Surveying team for culvert replacements running underneath each driveway on Manor Ave.*					
36	01 22 20 00-0046		HR	Surveyor (Instrument person)					$448.20
					Qty		Unit Price	Factor	Total
				Installation	8.00	X	$51.87	X 1.0801	$448.20
				Contractor Notes: *Surveying team for culvert replacements running underneath each driveway on Manor Ave*					
37	01 22 20 00-0048		HR	On-Site Certified Materials Testing Technician					$2,303.21
					Qty		Unit Price	Factor	Total
				Installation	24.00	X	$88.85	X 1.0801	$2,303.21
				Contractor Notes: *Line item used to cover all costs associated with soils testing.*					



	CSI Number	Mod	UOM	Description					LineTotal
Culvert Replacements									
38	01 22 20 00-0057		HR	Principal Engineer					$961.29
					Qty		Unit Price	Factor	Total
				Installation	4.00	X	$222.50	X 1.0801	$961.29
				Contractor Notes: *Civil Drawings*					
39	01 22 20 00-0058		HR	Senior Engineer					$2,981.08
					Qty		Unit Price	Factor	Total
				Installation	16.00	X	$172.50	X 1.0801	$2,981.08
				Contractor Notes: *Civil Drawings*					
40	01 22 20 00-0059		HR	Engineer					$2,333.02
					Qty		Unit Price	Factor	Total
				Installation	16.00	X	$135.00	X 1.0801	$2,333.02
				Contractor Notes: *Civil Drawings*					
41	01 22 20 00-0060		HR	Draft Person					$2,073.79
					Qty		Unit Price	Factor	Total
				Installation	24.00	X	$80.00	X 1.0801	$2,073.79
				Contractor Notes: *Civil Drawings*					
42	01 22 23 00-1459		DAY	18 CY Rear Dump Truck With Full-Time Truck Driver					$2,506.48
					Qty		Unit Price	Factor	Total
				Installation	1.00	X	$2,320.60	X 1.0801	$2,506.48
				Contractor Notes: *Used for hauling off of any spoils and hauling in stone for culvert replacement and ditch repairs.*					
43	01 71 13 00-0002		EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom man lifts with up to 40' boom lengths, etc.					$484.04
					Qty		Unit Price	Factor	Total
				Installation	1.00	X	$448.14	X 1.0801	$484.04
44	31 05 16 00-0006		CY	#6 Stone Aggregate Fill (3/8" To 3/4" Clean)					$1,628.52
					Qty		Unit Price	Factor	Total
				Installation	25.00	X	$60.31	X 1.0801	$1,628.52
				Contractor Notes: *Culvert fill.*					
45	31 23 16 13-0010		CY	Backfilling or Placing Subbase for Trenches with Imported or Stockpiled Materials by Machine					$119.62
					Qty		Unit Price	Factor	Total
				Installation	25.00	X	$4.43	X 1.0801	$119.62
				Contractor Notes: *Subbase placement in areas of new culvert piping.*					

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Culvert Replacements					
46	31 23 16 13-0010	0066	MOD	For >20 To 50, Add	$89.65
				Qty Unit Price Factor Total	
				Installation 25.00 X $3.32 X 1.0801 $89.65	
47	31 23 16 36-0021		CY	Compaction Of Fill Or Subbase For Building Foundations and Other Structures by Vibratory Plate, Air Tamper, Etcetera	$392.08
				Qty Unit Price Factor Total	
				Installation 25.00 X $14.52 X 1.0801 $392.08	
48	31 23 16 36-0021	0023	MOD	For >20 To 50, Add	$294.06
				Qty Unit Price Factor Total	
				Installation 25.00 X $10.89 X 1.0801 $294.06	
49	31 24 13 00-0005		CY	Cut, Shape, and Rough Grading for Roadways, Parking Areas, Landscaping and Embankments by Machine in Loose RockIncludes compacted aggregate	$255.17
				Qty Unit Price Factor Total	
				Installation 25.00 X $9.45 X 1.0801 $255.17	
				Contractor Notes: *Line item used for the regrading of existing ditches to improve storm water flow.*	
50	31 24 13 00-0005	0039	MOD	For >20 To 50, Add	$191.45
				Qty Unit Price Factor Total	
				Installation 25.00 X $7.09 X 1.0801 $191.45	
51	33 41 16 13-0104		LF	10" Diameter, 16 Gauge, Strip-Perforated, Corrugated Aluminum Pipe	$4,955.50
				Qty Unit Price Factor Total	
				Installation 80.00 X $46.79 X 1.0801 $4,043.03	
				Demolition 80.00 X 10.56 X 1.0801 $912.47	
				Contractor Notes: *150 LF of 8" corrugated culvert pipe to be removed and replaced.*	
				Subtotal for Culvert Replacements:	**$22,524.38**
Decking					
52	02 41 16 13-0061		CF	Concrete Footing For Fence, Gate Or Playground Equipment Post, Etc. DemolitionIncludes excavation.	$601.40
				Qty Unit Price Factor Total	
				Installation 32.00 X $17.40 X 1.0801 $601.40	
				Contractor Notes: *2 CF per post x 16 posts = 32* *4 existing decks with 4 footings each = 16 posts*	
53	06 11 16 00-0096		LF	4" x 4" Wood Post	$1,416.40
				Qty Unit Price Factor Total	
				Installation 192.00 X $4.56 X 1.0801 $945.65	
				Demolition 192.00 X 2.27 X 1.0801 $470.75	
				Contractor Notes: *24 new posts for decks x 8LF =*	



	CSI Number	Mod	UOM	Description	LineTotal
Decking					
54	06 15 13 00-0005		SF	5/4" x 6" Pressure Treated Decking, 2" x 8" Pressure Treated Joists 16" On Center, Wood Deck System	$12,082.43
				Qty Unit Price Factor Total	
				Installation 240.00 X $38.67 X 1.0801 $10,024.19	
				Demolition 240.00 X 7.94 X 1.0801 $2,058.24	
				Contractor Notes: *(4) new wood porches at back sliding door entry of each unit.*	
				*New porch to measure 6"W x 10" L = 60 SF *4= 240*	
55	32 31 13 13-0027		VLF	12" Diameter, Concrete Fill For Post Hole	$1,477.58
				Qty Unit Price Factor Total	
				Installation 48.00 X $28.50 X 1.0801 $1,477.58	
				Contractor Notes: *6 posts per deck x 4 = 24 posts x 2 vlf per post = 48*	
				Subtotal for Decking:	**$15,577.81**
Doors					
56	01 95 08 00-0013		EA	22 Gauge Six Panel Pre-Hung Steel Exterior Residential Doors	$3,817.38
				Qty Unit Price Factor Total	
				Installation 4.00 X $788.38 X 1.0801 $3,406.12	
				Demolition 4.00 X 95.19 X 1.0801 $411.26	
				Contractor Notes: *4 new entry doors*	
57	01 95 08 00-0059		EA	Residential Entry Lock Core Replacement, Master Keyed - Falcon Or Equal	$352.98
				Qty Unit Price Factor Total	
				Installation 4.00 X $81.70 X 1.0801 $352.98	
58	01 95 08 00-0060		EA	Residential Deadbolt Core Replacement, Master Keyed - Falcon Or Equal	$378.77
				Qty Unit Price Factor Total	
				Installation 4.00 X $87.67 X 1.0801 $378.77	
59	01 95 08 00-0061		PR	Exterior Residential Grade Door Hinges	$355.91
				Qty Unit Price Factor Total	
				Installation 4.00 X $70.41 X 1.0801 $304.20	
				Demolition 4.00 X 11.97 X 1.0801 $51.72	
60	01 95 08 00-0070		OPNG	Residential Weatherstripping	$434.72
				Qty Unit Price Factor Total	
				Installation 4.00 X $90.22 X 1.0801 $389.79	
				Demolition 4.00 X 10.4 X 1.0801 $44.93	

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Doors					
61	07 21 19 00-0028		LF	Expanding Foam Insulation To Fill 6-3/4" Deep Hollow Metal Door Frame	$1,414.33
				Qty Unit Price Factor Total	
				Installation 176.00 X $7.44 X 1.0801 $1,414.33	
				Contractor Notes: *20 LF per door x 4 doors = 80* *24 LF per door x 4 doors = 96* *80+96=176*	
62	08 11 63 23-0003		EA	Aluminum Combination Type Residential Storm Door, Tempered Glass Top And Bottom With Frame, Trim, Hardware	$5,314.39
				Qty Unit Price Factor Total	
				Installation 4.00 X $1,134.88 X 1.0801 $4,903.14	
				Demolition 4.00 X 95.19 X 1.0801 $411.26	
				Contractor Notes: *(4) Front entry screen doors.*	
63	08 18 16 00-0013		EA	6' x 6' 8", Vinyl Sliding Glass Door (Pella Vinyl 10 Series)	$7,362.26
				Qty Unit Price Factor Total	
				Installation 4.00 X $1,608.88 X 1.0801 $6,951.01	
				Demolition 4.00 X 95.19 X 1.0801 $411.26	
				Contractor Notes: *(4) new patio doors at rear entry of each unit.*	
64	08 18 16 00-0013	0452	MOD	For Insect Screen, Add	$1,072.50
				Qty Unit Price Factor Total	
				Installation 4.00 X $248.24 X 1.0801 $1,072.50	
65	08 18 16 00-0013	0454	MOD	For Low-E Tempered Insulated Glass, Add	$2,757.84
				Qty Unit Price Factor Total	
				Installation 4.00 X $638.33 X 1.0801 $2,757.84	
66	08 72 43 00-0193		LF	4-9/16" Width, 1-1/4" Height, Fixed Aluminum Residential Door Sill (Pemko 84514A)	$428.50
				Qty Unit Price Factor Total	
				Installation 12.00 X $26.31 X 1.0801 $341.01	
				Demolition 12.00 X 6.75 X 1.0801 $87.49	
				Contractor Notes: *4 entry thresholds x 3' = 12 LF*	
67	08 72 43 00-0193	0460	MOD	For Color Anodized Finish, Add	$61.05
				Qty Unit Price Factor Total	
				Installation 12.00 X $4.71 X 1.0801 $61.05	
				Subtotal for Doors:	**$23,750.63**
Exterior Lighting					
68	01 22 23 00-0025		DAY	45' Engine Powered, Articulating (Up/Over) Boom Man Lift With Platform	$1,192.69
				Qty Unit Price Factor Total	
				Installation 2.00 X $552.12 X 1.0801 $1,192.69	
				Contractor Notes: *lift for access during installs.*	



	CSI Number	Mod	UOM	Description	LineTotal
Exterior Lighting					
69	01 71 13 00-0002		EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckIncludes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom man lifts with up to 40' boom lengths, etc.	$484.04
				Qty Unit Price Factor Total	
				Installation 1.00 X $448.14 X 1.0801 $484.04	
				Contractor Notes: *Delivery of man lift for lighting installs.*	
70	26 55 53 11-0111		EA	6" x 6", 16,932 Lumens, 128 Watt, LED Flood Light (Eaton NFFLD-C40-D-UNV-66-T-CB)	$9,505.83
				Qty Unit Price Factor Total	
				Installation 8.00 X $1,100.11 X 1.0801 $9,505.83	
				Contractor Notes: *1 rear and 1 front entry security light per unit, motion sensor solar powered.*	
				Subtotal for Exterior Lighting:	**$11,182.56**
Finish Carpentry					
71	01 22 20 00-0006		HR	CarpenterFor tasks not included in the Construction Task Catalog® and as directed by owner only.	$10,171.09
				Qty Unit Price Factor Total	
				Installation 80.00 X $117.71 X 1.0801 $10,171.09	
				Contractor Notes: *2 carpenters x 2 weeks for unforseen framing issues based on previous project experience with same scope on Violet Townhomes.*	
72	01 22 20 00-0006	0001	MOD	For Foreperson, Add	$254.47
				Qty Unit Price Factor Total	
				Installation 40.00 X $5.89 X 1.0801 $254.47	
73	01 95 06 00-0024		LF	5/8" x 3-1/4" Residential Primed Finger Joint Casing	$6,385.39
				Qty Unit Price Factor Total	
				Installation 635.00 X $7.19 X 1.0801 $4,931.36	
				Demolition 635.00 X 2.12 X 1.0801 $1,454.03	
				Contractor Notes: *Interior trim at windows and doors in all units.*	
74	09 29 10 00-0027		SF	1/2" Fire Rated, Mesh Reinforced, Moisture And Mold Resistant Gypsum Board (Georgia-Pacific ToughRock® Fireguard X® Mold-Guard™)	$3,458.05
				Qty Unit Price Factor Total	
				Installation 1,104.00 X $2.31 X 1.0801 $2,754.51	
				Demolition 1,104.00 X 0.59 X 1.0801 $703.53	
				Contractor Notes: *Drywall patching at interior perimeter of new windows and doors. Assumed 2sf at all window and door openings. 2x 552=1104.*	

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Finish Carpentry					
75	09 29 10 00-0038		SF	Up To 10' High, Walls, Tape, Spackle And Finish Gypsum Board	$918.17
				Qty Unit Price Factor Total	
				Installation 1,104.00 X $0.77 X 1.0801 $918.17	
				Contractor Notes: *Drywall tape/mud at interior perimeter of new windows and doors. Assumed 2sf at all window and door openings. 2x 552=1104.*	
76	09 29 10 00-0050		LF	Casing, Galvanized Steel J-Bead For Gypsum Board	$3,177.83
				Qty Unit Price Factor Total	
				Installation 552.00 X $4.14 X 1.0801 $2,468.33	
				Demolition 552.00 X 1.19 X 1.0801 $709.50	
				Contractor Notes: *J-bead at gyp board patching at windows and door openings.*	
77	09 29 10 00-0050	0014	MOD	For >500, Deduct	($125.21)
				Qty Unit Price Factor Total	
				Installation 552.00 X ($0.21) X 1.0801 ($125.21)	
				Subtotal for Finish Carpentry:	**$24,239.79**
Garbage Enclosure					
78	02 41 19 13-0278		IN	1/4" Diameter Drilling In Concrete Per Inch Of Depth	$570.64
				Qty Unit Price Factor Total	
				Installation 208.00 X $2.54 X 1.0801 $570.64	
				Contractor Notes: *core drilling for garbage enclosure support post tapcons.*	
				(64) x 3.25" depth = 208"	
79	02 41 19 13-0366		EA	Core Drill Minimum ChargeFor projects where the total core drilling charge is less than the minimum charge, use task "Minimum Charge For Core Drilling" exclusively. Task "Minimum Charge For Core Drilling" should not be used in conjunction with any other tasks in this section. Does not apply to sections "Drilling In Concrete Per Inch Of Depth" or "Drilling In Brick Or Block Per Inch Of Depth" or "Drilling In Wood Or Plastic Per Inch Of Depth".	$998.62
				Qty Unit Price Factor Total	
				Installation 1.00 X $924.56 X 1.0801 $998.62	
				Contractor Notes: *core drilling for post anchors.*	
80	05 05 19 00-0205		EA	1/4" x 3-1/4" Tapcon Masonry Screw	$888.97
				Qty Unit Price Factor Total	
				Installation 64.00 X $12.86 X 1.0801 $888.97	
				Contractor Notes: *16 posts x 4 per post = 64*	
81	06 05 23 00-0057		EA	Adjustable And Standoff 4" x 4" Post Base, With Bolts (Simpson Strong Tie® ABA44)	$574.79
				Qty Unit Price Factor Total	
				Installation 16.00 X $33.26 X 1.0801 $574.79	



	CSI Number	Mod	UOM	Description	LineTotal
Garbage Enclosure					
82	06 11 16 00-0096		LF	4" x 4" Wood Post	$630.43
				Qty Unit Price Factor Total	
				Installation 128.00 X $4.56 X 1.0801 $630.43	
				Contractor Notes: *Line item used for (4) trash enclosure wall support posts. 4 posts x 4 enclosures. 16 posts x 5LF (to be surface mounted on concrete pad).*	
				*4x4 purchased in 8' lengths and cut down to 5'. 8*16= 128LF*	
83	07 46 23 00-0002		LF	8" Wide Rough Sawn Cedar Lap Siding	$3,198.82
				Qty Unit Price Factor Total	
				Installation 480.00 X $4.45 X 1.0801 $2,307.09	
				Demolition 480.00 X 1.72 X 1.0801 $891.73	
				Contractor Notes: *enclosure to measure 7x4...7+4+4=15 x 4 = 60 lf perimeter of enclosure. x 5 height = 8 panels high x 60 lf = 480*	
84	09 93 23 13-0003		SF	Stain Wood Trim, 1 Coat Stain, With Brush And Wipe Off	$1,354.45
				Qty Unit Price Factor Total	
				Installation 600.00 X $2.09 X 1.0801 $1,354.45	
				Contractor Notes: *(2) coats x 300 sf - staining of cedar fence enclosure.*	
85	26 05 29 00-0604		EA	66" x 72", 4" Thick, Polymer Concrete, Electrical Equipment Pad	$5,994.56
				Qty Unit Price Factor Total	
				Installation 4.00 X $1,387.50 X 1.0801 $5,994.56	
				Contractor Notes: *Line item used for (4) trash enclosure pads.*	
86	32 31 29 00-0041		EA	4" x 4" Copper, Pyramid Slip Over, Wood Fence Post Cap	$954.46
				Qty Unit Price Factor Total	
				Installation 16.00 X $55.23 X 1.0801 $954.46	
				Contractor Notes: *16 fence post caps at garbage enclosure*	
				Subtotal for Garbage Enclosure:	**$15,165.74**
General					
87	01 22 20 00-0063		HR	Flagperson For Traffic Control	$8,078.28
				Qty Unit Price Factor Total	
				Installation 80.00 X $93.49 X 1.0801 $8,078.28	
				Contractor Notes: *Traffic Control throughout project due to active street and residences on Manor Ave.*	
88	01 22 23 00-0305		WK	Broom Attachment For Skid-Steer Loaders	$979.24
				Qty Unit Price Factor Total	
				Installation 2.00 X $453.31 X 1.0801 $979.24	
				Contractor Notes: *street cleaning/site maintenance*	

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
General					
89	01 56 16 00-0080		SF	3/4" Thick, Plywood For Temporary Floor Protection	$5,015.98
				Qty Unit Price Factor Total	
				Installation 2,150.00 X $2.16 X 1.0801 $5,015.98	
				Contractor Notes: *Plywood used as ground protection when driving equipment on grass around property. Plywood also used as base for scaffolding used during siding removal and installation.*	
90	01 66 19 00-0002		CY	Transfer Delivered Material Between Floors Via Stairs, Per FloorQuantity equals volume of materials multiplied by number of floors traveled.	$5,272.62
				Qty Unit Price Factor Total	
				Installation 240.00 X $20.34 X 1.0801 $5,272.62	
91	01 66 19 00-0005		CY	Transfer Delivered Materials Distances Greater Than 125', Per CY Of Material Per 125'	$2,141.19
				Qty Unit Price Factor Total	
				Installation 240.00 X $8.26 X 1.0801 $2,141.19	
92	01 74 13 00-0003		CY	Collect Existing Debris And Load Into Truck Or DumpsterPer CY of debris removed.	$8,028.17
				Qty Unit Price Factor Total	
				Installation 240.00 X $30.97 X 1.0801 $8,028.17	
				Contractor Notes: *Loading of demolished materials into dumpsters. 6 - 40 cy = 240 CY*	
93	01 74 19 00-0016		EA	40 CY Dumpster (5 Ton) "Construction Debris"Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	$4,763.24
				Qty Unit Price Factor Total	
				Installation 6.00 X $735.00 X 1.0801 $4,763.24	
94	01 74 19 00-0035		CY	Asphalt, Concrete, Gravel And Subgrade Material, Landfill Dump Fee	$6,663.79
				Qty Unit Price Factor Total	
				Installation 128.00 X $48.20 X 1.0801 $6,663.78	
				Contractor Notes: *for asphalt should be 121 cy (6" of asphalt and 6" of base course) and for concrete stoops should be 7 cy (40 sf per stoop on an evrage concrete tickness of 8" and 6 base course thickness)*	
				Subtotal for General:	**$40,942.51**
Gutters					
95	07 71 23 00-0005		LF	6", 0.027" Thick, K-Style Aluminum Gutter	$6,856.47
				Qty Unit Price Factor Total	
				Installation 400.00 X $11.32 X 1.0801 $4,890.69	
				Demolition 400.00 X 4.55 X 1.0801 $1,965.78	
				Contractor Notes: *Line item used for new aluminum gutters*	



	CSI Number	Mod	UOM	Description					LineTotal
Gutters									
96	07 71 23 00-0005	0330	MOD	For Kynar 500® Finish, Add					$751.75
					Qty		Unit Price	Factor	Total
				Installation	400.00	X	$1.74	X 1.0801	$751.75
97	07 71 23 00-0055		LF	4" x 5", 0.019" Thick, Rectangular Aluminum Downspout					$4,973.64
					Qty		Unit Price	Factor	Total
				Installation	320.00	X	$11.59	X 1.0801	$4,005.87
				Demolition	320.00	X	2.8	X 1.0801	$967.77
				Contractor Notes: *Line item used to replace downspouts in kind 16x10' + 8x20' 320 LF*					
98	07 71 23 00-0055	0330	MOD	For Kynar 500® Finish, Add					$1,330.68
					Qty		Unit Price	Factor	Total
				Installation	320.00	X	$3.85	X 1.0801	$1,330.68
								Subtotal for Gutters:	**$13,912.54**
Landscaping									
99	01 74 19 00-0033		CY	Trees, Stumps And Brush, Landfill Dump Fee					$2,458.31
					Qty		Unit Price	Factor	Total
				Installation	80.00	X	$28.45	X 1.0801	$2,458.31
				Contractor Notes: *(2) 40 cy to be filled with trees, stumps, and brush to be loaded and hauled off by truck.*					
100	31 11 00 00-0002		ACR	Clear And Grub Light Trees Up To 6" Diameter, Cut And ChipIncludes grub and removal of stump					$9,065.43
					Qty		Unit Price	Factor	Total
				Installation	1.00	X	$8,393.14	X 1.0801	$9,065.43
101	31 11 00 00-0003		ACR	Clear And Grub Light Stumps Only Up To 6" Diameter					$2,350.77
					Qty		Unit Price	Factor	Total
				Installation	1.00	X	$2,176.44	X 1.0801	$2,350.77
102	31 11 00 00-0011		ACR	Clearing By Machine - Medium Brush Without Grub					$815.31
					Qty		Unit Price	Factor	Total
				Installation	1.00	X	$754.85	X 1.0801	$815.31
103	31 11 00 00-0019		CY	Hand Loading Of Cleared And Grubbed Material					$4,153.63
					Qty		Unit Price	Factor	Total
				Installation	80.00	X	$48.07	X 1.0801	$4,153.63
104	32 91 19 13-0012		SY	Furnish And Place Imported Screened Topsoil, 4" Deep					$3,823.40
					Qty		Unit Price	Factor	Total
				Installation	467.00	X	$7.58	X 1.0801	$3,823.40
				Contractor Notes: *Top soil placement after brush, small tree, and debris clearing at west side of property...approximate area 25' W x 168' L = 4200/9=467 SY*					

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Landscaping					
105	32 92 19 19-0002		MSF	Common Bluegrass, Push Spreader Or Hand4 LB/MSF spread rate.	$1,553.81
				Qty Unit Price Factor Total	
				Installation 11.00 X $130.78 X 1.0801 $1,553.81	
				Contractor Notes: *1/4 acre of seeding*	
				Subtotal for Landscaping:	**$24,220.66**
Painting					
106	09 91 23 00-0062		SF	1 Coat Primer, Brush/Roller Work, Paint Interior Plaster/Drywall Walls	$5,464.87
				Qty Unit Price Factor Total	
				Installation 5,560.00 X $0.91 X 1.0801 $5,464.87	
				Contractor Notes: *Painting of walls at window and door openings after patching. Does not include any interior walls or ceilings that do not have new windows or doors being installed.*	
107	09 91 23 00-0062	0283	MOD	For >5,000 To 10,000, Deduct	($540.48)
				Qty Unit Price Factor Total	
				Installation 5,560.00 X ($0.09) X 1.0801 ($540.48)	
108	09 91 23 00-0064		SF	2 Coats Paint, Brush/Roller Work, Paint Interior Plaster/Drywall Walls	$11,049.86
				Qty Unit Price Factor Total	
				Installation 5,560.00 X $1.84 X 1.0801 $11,049.86	
				Contractor Notes: *278lf x 20 - front & rear building facade SF to receive new doors & windows. No windows on north and south facade of building.*	
				*278*20=5560*	
109	09 91 23 00-0064	0283	MOD	For >5,000 To 10,000, Deduct	($1,080.96)
				Qty Unit Price Factor Total	
				Installation 5,560.00 X ($0.18) X 1.0801 ($1,080.96)	
				Subtotal for Painting:	**$14,893.29**
Roofing					
110	07 31 13 13-0020		LF	Hip And Ridge Roll VentExcludes shingles.	$1,150.09
				Qty Unit Price Factor Total	
				Installation 110.00 X $8.57 X 1.0801 $1,018.21	
				Demolition 110.00 X 1.11 X 1.0801 $131.88	
111	07 31 13 13-0021		LF	Three Tab Hip And Ridge Shingles	$794.85
				Qty Unit Price Factor Total	
				Installation 110.00 X $3.93 X 1.0801 $466.93	
				Demolition 110.00 X 2.76 X 1.0801 $327.92	



	CSI Number	Mod	UOM	Description					LineTotal
Roofing									
112	07 31 16 00-0006		LF	Aluminum Shingles, Valley Section, 0.020" Thick					$1,676.54
					Qty		Unit Price	Factor	Total
				Installation	137.00	X	$8.80	X 1.0801	$1,302.17
				Demolition	137.00	X	2.53	X 1.0801	$374.37
113	07 34 00 00-0007		SQ	25 Mil, Fire Rated, High Temperature, Coated Woven Synthetic Roofing Underlayment, Mechanically Fastened (TITANIUM™ UDL 30)					$4,500.86
					Qty		Unit Price	Factor	Total
				Installation	38.00	X	$93.86	X 1.0801	$3,852.37
				Demolition	38.00	X	15.8	X 1.0801	$648.49
				Contractor Notes: *Roof = 3780 SF/100= 38 SQ*					
114	07 62 19 00-0006		LF	>5" To 7" Girth, 0.016" Thick, KYNAR 500® Finish, Aluminum Drip Edge					$6,826.84
					Qty		Unit Price	Factor	Total
				Installation	376.00	X	$15.12	X 1.0801	$6,140.50
				Demolition	376.00	X	1.69	X 1.0801	$686.34
				Contractor Notes: *Drip edge at roof perimeter.*					
115	07 63 00 00-0040		EA	2" Vent Through Roof, Galvanized Metal Flashing With Neoprene Collar, Shingle Roofing					$423.70
					Qty		Unit Price	Factor	Total
				Installation	4.00	X	$78.51	X 1.0801	$339.19
				Demolition	4.00	X	19.56	X 1.0801	$84.51
116	07 63 00 00-0041		EA	3" Vent Through Roof, Galvanized Metal Flashing With Neoprene Collar, Shingle Roofing					$428.50
					Qty		Unit Price	Factor	Total
				Installation	4.00	X	$79.62	X 1.0801	$343.99
				Demolition	4.00	X	19.56	X 1.0801	$84.51
117	07 84 43 00-0079		CLF	3/8" x 1/2" Joint, Intumescent Firestop Sealant (STI SpecSeal SSS Series)					$1,511.62
					Qty		Unit Price	Factor	Total
				Installation	2.00	X	$589.16	X 1.0801	$1,272.70
				Demolition	2.00	X	110.6	X 1.0801	$238.92
				Contractor Notes: *firestopping at any/all penetrations and openings.*					
118	07 84 43 00-0079	0101	MOD	For Up To 2 CLF, Add					$77.46
					Qty		Unit Price	Factor	Total
				Installation	2.00	X	$35.86	X 1.0801	$77.46



	CSI Number	Mod	UOM	Description	LineTotal
Roofing					
119	07 31 13 13-0010		SQ	300 LB/SQ, 5" Exposure, Two Layer Laminated Fiberglass Reinforced, Asphalt Composition Shingle (CertainTeed Landmark Premium)	$28,546.78
				Installation: Qty 38.00 X Unit Price $434.67 X Factor 1.0801 = Total $17,840.51	
				Demolition: Qty 38.00 X Unit Price 260.85 X Factor 1.0801 = Total $10,706.28	
				Contractor Notes: *Roof = 3780 SF/100= 38 SQ*	
120	07 31 13 13-0010	0026	MOD	For >35 To 75, Deduct	($811.03)
				Installation: Qty 38.00 X Unit Price ($19.76) X Factor 1.0801 = Total ($811.03)	
				Subtotal for Roofing:	**$45,126.21**
Sheds					
121	03 31 13 00-0005		SF	6" 3,000 PSI Slab On Grade Concrete Slab Assembly	$1,864.68
				Installation: Qty 160.00 X Unit Price $10.79 X Factor 1.0801 = Total $1,864.68	
				Contractor Notes: *(4) new concrete pads for (4) new prefabricated sheds*	
122	03 31 13 00-0005	0154	MOD	For 4,000 PSI Concrete, Add	$58.76
				Installation: Qty 160.00 X Unit Price $0.34 X Factor 1.0801 = Total $58.76	
123	03 31 13 00-0005	0159	MOD	For Up To 500, Add	$741.38
				Installation: Qty 160.00 X Unit Price $4.29 X Factor 1.0801 = Total $741.38	
124	13 34 23 31-0005		EA	20' x 20' Pavilion Style Metal Shelter Structure	$23,158.08
				Installation: Qty 1.00 X Unit Price $18,630.68 X Factor 1.0801 = Total $20,123.00	
				Demolition: Qty 1.00 X Unit Price 2810 X Factor 1.0801 = Total $3,035.08	
				Contractor Notes: *(4) new 4' W x 8' L prefabricated sheds*	
				Subtotal for Sheds:	**$25,822.90**
Siding					
125	01 54 23 00-0005		CCF	Scaffolding With Bracing Accessories - Area Based On 3' Wide Sections (CCF / Month)	$11,462.89
				Installation: Qty 240.00 X Unit Price $44.22 X Factor 1.0801 = Total $11,462.89	
				Contractor Notes: *Building Perimeter Scaffolding = 400 LF x 20' H x 3' W = 24000 CF/100 = 240 CCF*	

[redacted]

	CSI Number	Mod	UOM	Description	LineTotal
Siding					
126	01 54 23 00-0007		CCF	Up To 20' Height Scaffolding Initial Erection And Final Dismantling, Per CCF Of Scaffolding And Accessories	$12,769.37
				Qty Unit Price Factor Total	
				Installation 240.00 X $49.26 X 1.0801 $12,769.37	
				Contractor Notes: *Building Perimeter Scaffolding = 400 LF x 20' H x 3' W = 24000 CF/100 = 240 CCF*	
127	07 26 13 00-0010		CSF	Building Wrap (Tyvek)	$5,773.40
				Qty Unit Price Factor Total	
				Installation 75.00 X $71.27 X 1.0801 $5,773.40	
				Contractor Notes: *Line item used for tyvek building wrap. (7520 SF = 376*20)*	
128	07 42 93 00-0006		LF	2' Overhang, 0.019" Thick, Solid Or Vented Aluminum Soffit	$3,629.68
				Qty Unit Price Factor Total	
				Installation 275.00 X $10.15 X 1.0801 $3,014.83	
				Demolition 275.00 X 2.07 X 1.0801 $614.85	
				Contractor Notes: *Line item used for new soffit to be replaced in kind. Building perimeter = 275 LF*	
129	07 42 93 00-0011		LF	6" Exposure, 0.024" Thick, Aluminum Fascia	$3,212.39
				Qty Unit Price Factor Total	
				Installation 376.00 X $6.25 X 1.0801 $2,538.24	
				Demolition 376.00 X 1.66 X 1.0801 $674.16	
				Contractor Notes: *Line item used for new fascia to be replaced in kind. Building perimeter = 376 LF*	
130	07 46 33 00-0004		SF	7" Exposure, 0.044" Thick, Horizontal Vinyl Siding Panel	$62,054.77
				Qty Unit Price Factor Total	
				Installation 7,520.00 X $5.60 X 1.0801 $45,485.17	
				Demolition 7,520.00 X 2.04 X 1.0801 $16,569.60	
				Contractor Notes: *Line item used for removal and replacement of new siding. 376 LF x 20H = 7520 SF*	
131	07 46 33 00-0004	0199	MOD	For Manufacturer's Custom Colors, Add	$649.79
				Qty Unit Price Factor Total	
				Installation 7,520.00 X $0.08 X 1.0801 $649.79	
132	07 46 33 00-0013		LF	1-1/8" Pocket, Outside Corner Post For Vinyl Siding	$3,763.93
				Qty Unit Price Factor Total	
				Installation 240.00 X $12.97 X 1.0801 $3,362.14	
				Demolition 240.00 X 1.55 X 1.0801 $401.80	
				Contractor Notes: *12 outside corners x 20 LF*	
133	07 46 33 00-0013	0199	MOD	For Manufacturer's Custom Colors, Add	$127.02
				Qty Unit Price Factor Total	
				Installation 240.00 X $0.49 X 1.0801 $127.02	

[redacted]

	CSI Number	Mod	UOM	Description					LineTotal
Siding									
134	07 46 33 00-0015		LF	1-1/8" Pocket, Inside Corner Post For Vinyl Siding					$1,473.77
					Qty		Unit Price	Factor	Total
				Installation	164.00	X	$6.77	X 1.0801	$1,199.21
				Demolition	164.00	X	1.55	X 1.0801	$274.56
135	07 46 33 00-0015	0199	MOD	For Manufacturer's Custom Colors, Add					$31.88
					Qty		Unit Price	Factor	Total
				Installation	164.00	X	$0.18	X 1.0801	$31.88
136	07 46 33 00-0016		LF	3/8" Pocket, J-Channel For Vinyl Siding					$2,666.12
					Qty		Unit Price	Factor	Total
				Installation	440.00	X	$4.06	X 1.0801	$1,929.49
				Demolition	440.00	X	1.55	X 1.0801	$736.63
				Contractor Notes: *Line item used for J channel trim at doors and windows.*					
137	07 46 33 00-0016	0199	MOD	For Manufacturer's Custom Colors, Add					$28.51
					Qty		Unit Price	Factor	Total
				Installation	440.00	X	$0.06	X 1.0801	$28.51
138	07 46 33 00-0024		LF	3/4" Pocket, 3-1/2" Lineal Trim For Vinyl Siding					$4,774.04
					Qty		Unit Price	Factor	Total
				Installation	400.00	X	$8.90	X 1.0801	$3,845.16
				Demolition	400.00	X	2.15	X 1.0801	$928.89
				Contractor Notes: *Trim as needed at various locations.(doors, windows, vents, etc)*					
139	07 46 33 00-0024	0199	MOD	For Manufacturer's Custom Colors, Add					$99.37
					Qty		Unit Price	Factor	Total
				Installation	400.00	X	$0.23	X 1.0801	$99.37
140	07 46 33 00-0027		LF	3/8" Pocket, 1-7/8" H-Mold For Vinyl Siding					$1,031.28
					Qty		Unit Price	Factor	Total
				Installation	140.00	X	$5.27	X 1.0801	$796.90
				Demolition	140.00	X	1.55	X 1.0801	$234.38
				Contractor Notes: *Used in various locations throughout siding installation.*					
141	07 46 33 00-0027	0199	MOD	For Manufacturer's Custom Colors, Add					$16.63
					Qty		Unit Price	Factor	Total
				Installation	140.00	X	$0.11	X 1.0801	$16.63
142	07 46 33 00-0028		LF	Vinyl Starter Strip For Vinyl Siding					$3,305.80
					Qty		Unit Price	Factor	Total
				Installation	376.00	X	$6.59	X 1.0801	$2,676.31
				Demolition	376.00	X	1.55	X 1.0801	$629.48
				Contractor Notes: *Siding starter strip at perimeter*					

[redacted]

	CSI Number	Mod	UOM	Description					LineTotal
Siding									
143	07 46 33 00-0028	0199	MOD	For Manufacturer's Custom Colors, Add					$69.04
					Qty		Unit Price	Factor	Total
				Installation	376.00	X	$0.17	X 1.0801	$69.04
144	07 46 33 00-0029		LF	Undersill Trim For Vinyl Siding					$683.40
					Qty		Unit Price	Factor	Total
				Installation	88.00	X	$5.64	X 1.0801	$536.08
				Demolition	88.00	X	1.55	X 1.0801	$147.33
145	07 46 33 00-0029	0199	MOD	For Manufacturer's Custom Colors, Add					$12.36
					Qty		Unit Price	Factor	Total
				Installation	88.00	X	$0.13	X 1.0801	$12.36
								Subtotal for Siding:	**$117,635.44**
Windows									
146	08 53 13 00-0197		EA	>73" To 83" UI, Replacement, Double Hung Vinyl Window (Silver Line 8500)					$16,107.92
					Qty		Unit Price	Factor	Total
				Installation	24.00	X	$552.98	X 1.0801	$14,334.57
				Demolition	24.00	X	68.41	X 1.0801	$1,773.35
				Contractor Notes: *(24) new 30"x44" vinyl windows.*					
147	08 53 13 00-0197	0440	MOD	For Low-E Insulated Glass, Add					$2,696.97
					Qty		Unit Price	Factor	Total
				Installation	24.00	X	$104.04	X 1.0801	$2,696.97
148	07 21 19 00-0032		LF	Expanding Foam Insulation To Fill Window Frame					$1,556.99
					Qty		Unit Price	Factor	Total
				Installation	296.00	X	$4.87	X 1.0801	$1,556.99
				Contractor Notes: *24 - 44x30" windows = 148"/12=12.33LF x24 =*					
								Subtotal for Windows:	**$20,361.88**
								Grand Total:	**$528,266.33**

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal: 0.00

RESOLUTION 2025-14

APPROVAL OF INTERGOVERNMENTAL AGREEMENT BETWEEN LAKE COUNTY HOUSING AUTHORITY AND THE PORT ARTHUR HOUSING AUTHORITY

WHEREAS, the Lake County Housing Authority (LCHA) and the Port Arthur Housing Authority (PAHA), through the U.S. Department of Housing and Urban Development (HUD) and pursuant to the Housing Authorities Act ("Act") (310 ILCS 10/1 et seq.), administer Housing Choice Voucher (HCV) Programs, providing rental assistance via housing vouchers to very low-income persons residing in privately owned housing units;

WHEREAS, in compliance with HUD rules and regulations, both LCHA and PAHA are required to ensure that HCV tenants reside in units that meet Housing Quality Standards (HQS) prior to and during the term of the Housing Assistance Payment (HAP) contract;

WHEREAS, PAHA has competitively procured HQS inspection services through McCright & Associates ("Contractor") under a contract effective August 1, 2024, through July 31, 2025, with four (4) optional one-year extensions, in accordance with 24 CFR 85.36 and 2 CFR Part 200.317-326;

WHEREAS, LCHA will enter into an identical contract with the Contractor under the same terms, conditions, and fees as PAHA's contract to ensure cost-effective and quality HQS inspections for its HCV Program;

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority fully supports the Intergovernmental Agreement between the Lake County Housing Authority and the Port Arthur Housing Authority for the provision of HQS inspections.

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 20th day of February 2025.

_____

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer

INTERGOVERNMENTAL AGREEMENT
For Housing Quality Standards Inspections

This Agreement entered into the __ day of _____, by and between the Port Arthur Housing Authority ("PAHA") and the Lake County Housing Authority ("LCHA") is for the purpose of providing Housing Quality Standards (HQS) inspections to the PAHA at the prices and terms as are available to the LCHA under a contract entered into by the LCHA pursuant to the regulations stated in 24 Code of Federal Regulations (CFR) 85.36.

WHEREAS, PAHA did properly procure and competitively bid HQS inspection services as required by the U.S. Department of Housing and Urban Development (HUD) per 24CFR 85.36; and

WHEREAS, PAHA did enter into a contract with McCright & Associates ("Contractor") to provide said HQS inspection services on August 1, 2024, with said contract expiring July 31, 2025; and

WHEREAS, PAHA did enter into a contract with the Contractor for one (1) year at inception on August 1,2024 with four (4) optional one (1) year extensions, which extensions have been exercised to date; and

In consideration of the mutual promises contained in this Agreement and of the mutual benefits to result therein, the parties agree as follows:

1. PAHA certifies that the contract with Contractor for providing HQS inspection services dated August 1, 2024, as described herein was competitively bid in accordance with its procurement policy and HUD regulations (2 CFR P art 200.317 -326.) PAHA further certifies that all records pertaining to the procurement are in the possession of the PAHA and are available for public inspection and inspection by any governing agencies upon reasonable notice to the LCHA.

2. LCHA certifies that it shall enter into the identical contract with McCright & Associates ("Contractor",) under the same terms, conditions and for the same fee as stated in the PAHA's contract, and if applicable, the LCHA will be billed directly by the Contractor.

3. Both parties here shall each notify the other of any defaults on behalf of the contractor within 30 days of the occurrence of default of their respective contracts.

4. The parties agree and acknowledge that this contract PAHA been competitively bid and the contract can be considered to provide the best quality services for the best price.

5. The contract awarded under this Agreement shall be executed by the LCHA and adopted by the authorized representatives of the LCHA. An executed copy of such contract and related documentation shall be kept by each Housing Authority, as appropriate, and shall be made available for public inspection.

IN WITNESS WHEREOF, the parties to this agreement have caused their names to be affixed by their proper offices this ___ day of _____.

Lake County Housing Authority	Port Arthur Housing Authority
By:_____	By:_____
Print Name:_____	Print Name:_____
Its:_____	Its:_____
WITNESSES:	
_____	_____
_____	_____