

TRUMBULL HOUSING AUTHORITY VIRTUAL REGULAR BOARD MEETING AGENDA

Date: February 22, 2022

TIME: 6 PM

Join the meeting online

Trumbull Housing Authority Regular Meeting

Feb 22, 2022 6:00 PM

<https://us06web.zoom.us/j/83845052376?pwd=MUZYLzAvSEwyTGhsNHJsL1NreUxRQT09>

Webinar ID: 838 4505 2376

Password: 027497

Join by telephone: (301) 715-8592 or (833) 548-0276 (Toll Free) / Webinar ID: 838 4505 2376

1. Call to Order
2. Roll Call and Pledge of Allegiance
3. Resident Comments
4. Reading and Approval of Minutes for January 25, 2022
5. Explanation of staffing changes at Stern Village
6. Introduction of Development Director
7. Report of Development Director
8. Treasurer's Report and Discussion of Financials
9. Executive Director's Report and Maintenance Activity Report
10. Congregate Updates
11. Approval of Minutes of Special Meeting of February 9, 2022
12. Update to changes to the bylaws
13. Unfinished Business: Review of CHFA Capital Needs Assessment (CNA) and CHFA Energy Audit with On-Site Insight. Special meeting was never scheduled to discuss. Consideration of setting special meeting date and time.
14. New Business
15. Resident Comments
16. Adjournment

**Trumbull Housing Authority
Financial Highlights for January 31, 2022**

From July 1, 2021 to January 31, 2022, the overall gain of the Housing Authority was \$45,503. Further, the operating gain before capital grants and depreciation was \$29,961, of which, \$33,058 is attributable to Stern Village, and (\$3,097) loss to Congregate.

For Stern Village, the current month's operating gain was \$10,210 compared to the budgeted gain of \$7,501. The slight gain is primarily due to revenues exceeding budgeted amounts for the month, with expenses within budgeted amounts overall, despite a significant increase to Maintenance supplies due primarily to salt purchases. For the year, rental revenues have exceeded budgeted amounts while costs in certain areas such as Legal, IT, and maintenance have likewise exceeded. The most significant maintenance overruns continue to be due to smoke detector replacement, tree trimming and maintenance equipment replacement in previous months.

For Congregate, the current month's operating loss was (\$4,592) compared to a budgeted gain of \$601. The month's loss is due to a three-invoice month for security guards, which was also higher due to holiday coverage. Security guard expenses should still come close to budgeted amounts through yearend. It's anticipated that Congregate will continue to operate at breakeven for the remainder of the year with projected cost savings in maintenance offsetting food service costs increases going forwards.

The overall cash position of the Authority including reserves is \$637,361. Payables include construction payables totaling \$30,202.

A snapshot of program balances are as follows:

	6/30/2021	12/31/2021	1/31/2022	YTD Change
Stern Village				
Cash	\$ 104,160	\$ 27,440	\$ 79,687	\$ (24,473)
Accounts Payable	\$ 75,128	\$ 71,329	\$ 71,730	\$ 3,398
Interprogram Loan	\$ 378,049	\$ 389,693	\$ 344,056	\$ (33,993)
Reserves	\$ 506,831	\$ 507,068	\$ 507,068	\$ 237
<i>Excess Cash</i>	\$ (46,759)	\$ (117,119)	\$ (68,900)	
Congregate				
Cash	\$ 90,274	\$ 93,377	\$ 84,105	\$ (6,169)
Accounts Payable	\$ 26,174	\$ 16,163	\$ 25,883	\$ 291
Interprogram Loan	\$ 378,049	\$ 389,693	\$ 344,056	\$ 33,993
Reserves	\$ 9,471	\$ 9,476	\$ 9,476	\$ 5

Village cash decrease includes the \$61,000 Radon abatement work related to the SSHP project to be reimbursed with grant funds at project closeout, less repayment of funds due from Congregate. Cash and interprogram balances have stabilized and are being managed in accordance with cash management policies.

Tenant Accounts Receivable balances as follows:

	<u>6/30/2021</u>	<u># of Tenants</u>	<u>1/31/2022</u>	<u># of Tenants</u>
Stern Village				
One Month or Less	\$ (3,314)	50	\$ (3,640)	55
Over One Month Rent	\$ 3,051	4	\$ 1,017	2
Inactive AR	\$ 13,307	44	\$ (496)	3
Total	\$ 13,044	98	\$ (3,119)	60
Congregate				
One Month or Less	\$ 606	5	\$ (550)	5
Over One Month Rent	\$ -	0	\$ -	0
Inactive AR	\$ 15,515	11	\$ 2,349	3
Total	\$ 16,121	16	\$ 1,799	8

Accountant's Compilation Report

To the Board of Commissioners
Housing Authority of the Town of Trumbull

Management is responsible for the accompanying financial statements of the Housing Authority of the Town of Trumbull, which comprise the statement of net position as of January 31, 2022, and the related operating statement with the budget for the seven-month period then ended in accordance with accounting principles generally accepted in the United States of America. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements, nor were we required to perform any procedures to verify the accuracy, or the completeness of the information provided by management, and we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has omitted the Management Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. The Management Discussion and Analysis, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Management has elected to omit substantially all the disclosures and the Statement of Cash Flows as required by accounting principles generally accepted in the United States of America. If omitted disclosures and the Statement of Cash Flows were included in the financial statements, they might influence the user's conclusions about the Authority's financial position and results of operations.

We are not independent with respect to the Housing Authority of the Town of Trumbull.



Maletta & Company
Certified Public Accountants

Bristol, Connecticut
February 16, 2022

Trumbull Housing Authority

Balance Sheet

January 2022

Program: State Elderly

Project: Consolidated

	Beginning Balance	Period Amount	Balance
CURRENT ASSETS			
CASH			
1111 TD Bank	27,308	52,259	79,567
1112 Stern Village Development Funds	(43)	(12)	(55)
1113.3 STIF	507,068	37	507,105
1117 Petty Cash	175	0	175
TOTAL CASH	534,508	52,284	586,792
ACCOUNTS RECEIVABLE			
1122 Accounts Receivable	(1,612)	(921)	(2,533)
1122.1 Accounts Receivable - Manual	5,113	263	5,376
1123.1 Allowance for Collection Loss	(745)	0	(745)
TOTAL ACCOUNTS RECEIVABLE	2,756	(658)	2,098
OTHER CURRENT ASSETS			
1129 Sundry AR-Stern Center	389,693	(45,637)	344,056
1129.8 Sundry AR- New 501(c)3	1,060	0	1,060
1191 Cash - Security Deposits	6,059	1,861	7,920
1210 Other Prepaid Expense	3,006	0	3,006
1211 Unexpired Insurance	13,029	(3,639)	9,390
TOTAL OTHER CURRENT ASSETS	412,847	(47,415)	365,432
TOTAL CURRENT ASSETS	950,111	4,211	954,322
1126 Rehabilitation Funds Rec. 02/03	115	0	115
NONCURRENT ASSETS			
WORK IN PROGRESS			
1305 HTCC Funding & Expenses	49,900	0	49,900
1305.1 HTCC- Consultant Fee & Expenses	5,000	0	5,000
1405.1 Architect Fees	110,730	0	110,730
1405.2 Environmental Consultant	3,650	0	3,650
1405.3 Legal Fees for Development	770	0	770
1405.4 Marketing Consultant	1,080	0	1,080
1405.9 Development Radon & Asbestos	63,750	0	63,750
1406 Construction in Progress	719,895	0	719,895
1406.01 CIP - General Requirements - SSHP	217,700	0	217,700
1406.011 CIP - OH&P - SSHP	238,049	0	238,049
1406.012 CIP - Bond Premium - SSHP	53,529	0	53,529
1406.013 CIP - Permits and Other - SSHP	13,838	0	13,838
1406.021 CIP - Site Work - Radon - SSHP	80,479	0	80,479
1406.023 CIP - Site Work - Topsoil - SSHP	67,485	0	67,485
1406.024 CIP - Site Work - Demolition - SSHP	23,603	0	23,603
1406.025 CIP - Sitework - Paving - SSHP	612,275	0	612,275
1406.026 CIP - Sitework - Curbing - SSHP	41,700	0	41,700
1406.027 CIP - Sitework - Paving/Walkways - SSHP	28,504	0	28,504
1406.028 CIP - Sitework - Other	35,000	0	35,000
1406.061 CIP - Carpentry - Moulding - SSHP	13,002	0	13,002
1406.062 CIP - Carpentry - Trim - SSHP	97,803	0	97,803
1406.071 CIP - Thermal/Moisture - Insulation - SSHP	103,125	0	103,125
1406.072 CIP - Thermal/Moisture - Roofing - SSHP	771,846	0	771,846
1406.073 CIP - Thermal/Moisture - Soffit - SSHP	168,020	0	168,020
1406.074 CIP - Thermal/Moisture - Gutters - SSHP	155,470	0	155,470

Trumbull Housing Authority

Balance Sheet

January 2022

Program: State Elderly

Project: Consolidated

NONCURRENT ASSETS

WORK IN PROGRESS

1406.075 CIP - Thermal/Moisture - Siding - SSHP	37,945	0	37,945
1406.081 CIP - Doors - Exterior Doors - SSHP	247,950	0	247,950
1406.082 CIP - Doors - Interior Doors - SSHP	37,680	0	37,680
1406.083 CIP - Doors - Door Hardware - SSHP	13,804	0	13,804
1406.084 CIP - Doors - Specialty Doors - SSHP	57,572	0	57,572
1406.091 CIP - Finishes - Drywall - SSHP	67,598	0	67,598
1406.092 CIP - Finishes - Flooring - SSHP	65,742	0	65,742
1406.093 CIP - Finishes - Interior Painting - SSHP	63,715	0	63,715
1406.094 CIP - Finishes - Exterior Painting - SSHP	40,920	0	40,920
1406.102 CIP - Specialties - Porch Columns - SSHP	47,281	0	47,281
1406.111 CIP - Equipment - Cabinets - SSHP	54,104	0	54,104
1406.112 CIP - Equipment - Range - SSHP	12,697	0	12,697
1406.113 CIP - Equipment - Refrigerator - SSHP	15,150	0	15,150
1406.131 CIP - Special Construction - Community - SSHP	482,886	0	482,886
1406.151 CIP - Plumbing - Lav Fixtures - SSHP	36,755	0	36,755
1406.152 CIP - Plumbing - Shower/Tub - SSHP	35,523	0	35,523
1406.153 CIP - Plumbing - Hot Water Heaters	183,217	0	183,217
1406.154 CIP - Plumbing - Other - SSHP	40,509	0	40,509
1406.161 CIP - Electrical - Main Service Panel - SSHP	635	0	635
1406.162 CIP - Electrical - Rough Wiring - SSHP	127,966	0	127,966
1406.163 CIP - Electrical - Switches - SSHP	188	0	188
1406.164 CIP - Electrical - Lighting Fixtures - SSHP	8,039	0	8,039
1406.165 CIP - Electrical - Emergency Call for Aid - SSHP	2,491	0	2,491
1406.190 CIP - Construction Contingency - SSHP	13,330	0	13,330
1406.21 A&E - Contract Admin	89,850	0	89,850
1406.22 CIP - Engineering - SSHP	2,915	0	2,915
1406.23 Surveys	11,402	0	11,402
1406.4 Soft Costs - Legal Counsel - SSHP	18,224	0	18,224
1406.41 CIP - Title Insurance - SSHP	16,292	0	16,292
1406.43 CIP - Cost Certification - SSHP	0	10,000	10,000
1406.46 CIP - Development Consultant - SSHP	114,500	0	114,500
1406.47 Soft Costs - Relocation - SSHP	58,739	0	58,739
1406.48 Soft Costs - Contingency - SSHP	40,553	0	40,553
TOTAL WORK IN PROGRESS	5,722,372	10,000	5,732,372

FIXED ASSETS

1410 Land	85,140	0	85,140
1420 Buildings	4,774,645	0	4,774,645
1425 Building Equipment	693,009	0	693,009
1430 Furniture & Equipment	706,003	0	706,003
1440 Capital Improvements	640,513	0	640,513
1470 Maintenance Equipment	16,163	0	16,163
1480 Maintenance Vehicles	34,492	0	34,492
1495 Accumulated Depreciation	(6,239,218)	(1,282)	(6,240,501)
TOTAL FIXED ASSETS	710,746	(1,282)	709,464

TOTAL NONCURRENT ASSETS

6,433,119 8,718 6,441,836

CURRENT LIABILITIES

OTHER CURRENT LIABILITIES

2101 Other Liabilities Union Dues	(45)	0	(45)
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Trumbull Housing Authority

Balance Sheet

January 2022

Program: State Elderly

Project: Consolidated

CURRENT LIABILITIES

OTHER CURRENT LIABILITIES

2114 Deposit Liability	(6,064)	(1,275)	(7,339)
2114.9 Manual Entry	(280)	0	(280)
2117.1 Employee Pension	(1,442)	0	(1,442)
2117.3 Employee Med Premiums Withheld	1,442	0	1,442
2119 Sundry Accounts Payable	(300)	0	(300)
2135 Accrued Payroll	(4,035)	0	(4,035)
2135.1 Accrued Compensated Absence	(21,047)	0	(21,047)
2137 Accrued P.I.L.O.T.	(36,702)	(2,089)	(38,791)
2220.3 Prepaid Rents	(4,757)	(263)	(5,020)
TOTAL OTHER CURRENT LIABILITIES	(73,230)	(3,627)	(76,856)

ACCOUNTS PAYABLE

2110 Administration Fund Creditors	(10,358)	(2,168)	(12,526)
2111 Accounts Payable	(60,971)	1,766	(59,205)
TOTAL ACCOUNTS PAYABLE	(71,329)	(401)	(71,730)

TOTAL CURRENT LIABILITIES

(144,559) (4,028) (148,587)

EQUITY

2830.1 Income & Expense Clearance	(144,480)	0	(144,480)
2830.1 Income & Expense Clearance (Current Year)	(19,144)	(8,928)	(28,071)
2900 Net Investment in Capital Assets	(6,369,060)	0	(6,369,060)
2910 Unrestricted Net Position	(706,102)	0	(706,102)
TOTAL EQUITY	(7,238,786)	(8,928)	(7,247,713)

PROOF

0 (27) (27)

Trumbull Housing Authority
Operating Statement
Seven Months Ending 01/31/2022
Program: State Elderly Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
RENTAL INCOME								
3100 Rental Income Base	59,725	55,545	4,180	410,700	388,815	21,885	666,540	(255,840)
3100.1 Rental Income-Excess of Base	20,908	23,380	(2,472)	150,779	163,660	(12,881)	280,560	(129,781)
3120 Excess Utilities	0	0	0	58	0	58	0	58
3210 Vacancy Loss	(3,400)	(3,946)	546	(27,100)	(27,624)	524	(47,355)	20,255
TOTAL RENTAL INCOME	77,233	74,979	2,254	534,437	524,851	9,585	899,745	(365,308)
OTHER INCOME								
3510 Sales & Service To Tenants	799	150	649	799	1,050	(251)	1,800	(1,001)
3610 Interest Income	37	50	(13)	274	350	(76)	600	(326)
3620 Other Income	0	100	(100)	1,854	700	1,154	1,200	654
3620.1 Laundry Income	2,310	800	1,510	7,118	5,600	1,518	9,600	(2,482)
3620.3 Miscellaneous Income	(84)	0	(84)	0	0	0	0	0
3680 Other Income-UI Incentives	0	0	0	337	0	337	0	337
3970 Donations	0	0	0	0	0	0	0	0
TOTAL OTHER INCOME	3,062	1,100	1,962	10,381	7,700	2,681	13,200	(2,819)
ADMINISTRATIVE								
4120 Salaries	14,851	15,403	552	110,543	107,820	(2,723)	184,835	74,292
4130 Legal & Other Outside Services	0	1,000	1,000	9,432	7,000	(2,432)	12,000	2,568
4131 Bookkeeping	2,000	1,200	(800)	9,200	8,400	(800)	14,400	5,200
4131.1 Audit Fees	638	750	113	4,463	5,250	788	9,000	4,538
4131.2 Independent Controller	3,960	4,767	807	33,660	33,367	(293)	57,200	23,540
4151 Office Supplies	590	600	10	3,602	4,200	598	7,200	3,598
4153 Travel	0	125	125	215	875	660	1,500	1,285
4159 Other Office Expense	2,846	417	(2,430)	5,269	2,917	(2,352)	5,000	(269)
4159.1 Other Office Advertising	0	208	208	690	1,458	768	2,500	1,810
4159.2 Other Office Computer	163	900	737	9,974	6,300	(3,674)	10,800	826
4159.3 Other Office Telephone	290	467	177	1,940	3,267	1,327	5,600	3,660
4159.5 Dues	0	0	0	1,192	0	(1,192)	0	(1,192)
4159.7 Other Office Postage	0	0	0	171	0	(171)	0	(171)
4160 Pensions & Other-Health Ins.	2,619	4,000	1,381	21,770	28,000	6,231	48,000	26,231
4160.1 Pension & Other - 457	668	700	32	5,023	4,900	(123)	8,400	3,377
4160.4 Pension & Other - Life	148	150	2	1,180	1,050	(130)	1,800	620
4161 Payroll Taxes	3,544	2,711	(833)	16,993	18,977	1,984	32,532	15,539
TOTAL ADMINISTRATIVE	32,317	33,397	1,080	235,317	233,781	(1,536)	400,767	165,450
TENANT SERVICES								
4200 Tenant Services	1,421	0	(1,421)	2,377	0	(2,377)	0	(2,377)
TOTAL TENANT SERVICES	1,421	0	(1,421)	2,377	0	(2,377)	0	(2,377)
UTILITIES								
4310 Water	2,226	2,583	357	17,152	18,083	932	31,000	13,848
4320 Electric	3,440	2,563	(878)	14,776	17,938	3,161	30,750	15,974
4330 Gas	441	190	(252)	1,705	1,327	(378)	2,275	570
4350 Cable/Television	282	350	68	1,902	2,450	548	4,200	2,298
TOTAL UTILITIES	6,390	5,685	(705)	35,535	39,798	4,263	68,225	32,690

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
MAINTENANCE								
4410 Salaries Maintenance	12,655	13,210	555	96,360	92,472	(3,887)	158,524	62,164
4420 Supplies	5,868	1,583	(4,285)	21,252	11,083	(10,168)	19,000	(2,252)
4430 Contract Services	795	1,042	247	15,252	7,292	(7,960)	12,500	(2,752)
4430.2 Exterminating Contracts	140	100	(40)	420	700	280	1,200	780
4430.3 Heating	1,098	2,621	1,522	23,618	18,346	(5,272)	31,450	7,832
4430.5 Misc Elec & Plumbing	705	0	(705)	2,620	0	(2,620)	0	(2,620)
4430.7 Snow Removal	0	167	167	0	1,167	1,167	2,000	2,000
4440 Maint. Shop Equip.	162	771	609	2,296	5,396	3,100	9,250	6,954
4490 Miscellaneous Operating and Maint. - Appliances	0	933	933	14,258	6,533	(7,724)	11,200	(3,058)
TOTAL MAINTENANCE	21,423	20,427	(996)	176,074	142,989	(33,085)	245,124	69,050
OTHER								
4710 Refuse Removal	1,530	1,679	149	11,043	11,754	712	20,150	9,108
4711 Insurance	4,190	4,383	194	31,800	30,683	(1,117)	52,600	20,800
4711.3 Worker's Compensation	724	917	193	4,990	6,417	1,427	11,000	6,010
4715 P.I.L.O.T.	2,089	2,089	0	14,623	14,625	2	25,072	10,449
TOTAL OTHER	8,533	9,069	536	62,456	63,480	1,024	108,822	46,366
CAPITAL GRANTS								
5980 Grant Income - Capital Grant	0	0	0	3,990	0	3,990	0	3,990
TOTAL CAPITAL GRANTS	0	0	0	3,990	0	3,990	0	3,990
CAPITAL								
6600 Depreciation Expense	1,282	0	(1,282)	8,977	0	(8,977)	0	(8,977)
TOTAL CAPITAL	1,282	0	(1,282)	8,977	0	(8,977)	0	(8,977)
SURPLUS	8,928	7,501	1,427	28,071	52,504	(24,433)	90,007	(61,936)

Trumbull Housing Authority

Balance Sheet

January 2022

Program: Congregate

Project: Consolidated

	Beginning Balance	Period Amount	Balance
CURRENT ASSETS			
CHECKING/SAVINGS			
CASH			
1111 TD Bank	93,177	(9,272)	83,905
1113.3 STIF Investment 1235575430	9,476	1	9,476
1117 Petty Cash	200	0	200
TOTAL CASH	102,852	(9,271)	93,581
TOTAL CHECKING/SAVINGS	102,852	(9,271)	93,581
ACCOUNTS RECEIVABLE			
1122 Accounts Receivable	3,300	(1,501)	1,799
1122.9 Accounts Receivable - Manual	1,815	256	2,071
1123.1 Allowance For Collection Loss	(587)	0	(587)
TOTAL ACCOUNTS RECEIVABLE	4,528	(1,245)	3,283
OTHER CURRENT ASSETS			
1210 Other Prepaid Expense	1,056	0	1,056
1211 Unexpired Insurance	1,919	(538)	1,381
1211.1 Prepaid Insur - Cong Services	(198)	0	(198)
TOTAL OTHER CURRENT ASSETS	2,778	(538)	2,240
TOTAL CURRENT ASSETS	110,158	(11,054)	99,104
FIXED ASSETS			
1405.1 Legal Costs	1,368	0	1,368
1406.1 Small Cities Grant 2019	892,692	0	892,692
1420 Buildings	2,812,579	0	2,812,579
1425 Building Equipment	14,841	0	14,841
1430 Furniture & Equipment	94,348	0	94,348
1440 Capital Improvements	335,416	0	335,416
1480 Maintenance Vehicles	3,832	0	3,832
1495 Accumulated Depreciation	(2,928,667)	(1,672)	(2,930,339)
TOTAL FIXED ASSETS	1,226,409	(1,672)	1,224,737
CURRENT LIABILITIES			
ACCOUNTS PAYABLE			
2110 Administration Fund Creditors	(2,520)	(119)	(2,639)
2111 Accounts Payable	(13,643)	(9,601)	(23,244)
TOTAL ACCOUNTS PAYABLE	(16,163)	(9,720)	(25,883)
OTHER CURRENT LIABILITIES			
2114 Deposit Liability	(1,650)	(50)	(1,700)
2114.1 Deposit Liability	250	0	250
2119 Sundry Accounts Payable	(389,693)	45,637	(344,056)
2119.9 Sundry AP-DOH	(2,717)	0	(2,717)
2135 Accrued Salaries & Wages	(1,215)	0	(1,215)
2135.1 Accrued Compensated Absences	(6,347)	0	(6,347)
2137 Accrued P.I.L.O.T	(5,094)	(335)	(5,429)
2220.1 Deferred Revenue-Subsidy	(9,543)	(25,000)	(34,543)
2220.2 Deferred Revenue-RAP	(15,607)	(3,814)	(19,421)

Trumbull Housing Authority

Balance Sheet

January 2022

Program: Congregate

Project: Consolidated

CURRENT LIABILITIES

OTHER CURRENT LIABILITIES

2220.3 Prepaid Rents

TOTAL OTHER CURRENT LIABILITIES

TOTAL CURRENT LIABILITIES

TOTAL EQUITY

2830.1 Income & Expense Clearing

2830.1 Income & Expense Clearing (Current Year)

2830.1 Income & Expense Clearing (Unclosed 2021)

2900 Net Investment in Capital Assets

2910 Unrestricted Net Position

TOTAL TOTAL EQUITY

PROOF

	(1,815)	(256)	(2,071)
	(433,430)	16,182	(417,248)
	(449,594)	6,462	(443,131)
	(839,077)	0	(839,077)
	(23,696)	6,264	(17,432)
	565	0	565
	(1,215,578)	0	(1,215,578)
	1,190,812	0	1,190,812
	(886,973)	6,264	(880,710)
	0	0	0

Trumbull Housing Authority
Operating Statement
Seven Months Ending 01/31/2022
Program: Congregate Project: Consolidated

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
RENTAL INCOME								
3100 Rental Income Base	13,195	13,687	(492)	92,365	95,809	(3,445)	164,244	(71,880)
3102.3 Rental Income-RAP	2,645	2,153	492	18,516	15,071	3,445	25,836	(7,321)
3210 Vacancy Loss	(440)	(792)	352	(2,860)	(5,544)	2,684	(9,504)	6,644
TOTAL RENTAL INCOME	15,400	15,048	352	108,020	105,336	2,684	180,576	(72,556)
OTHER INCOME								
3510 Sales & Services To Tenants	0	42	(42)	0	292	(292)	500	(500)
3610 Interest Income	1	1	0	5	6	(1)	10	(5)
3620 Other Income	0	42	(42)	1,996	292	1,705	500	1,496
3620.2 Laundry Income	882	350	532	2,683	2,450	233	4,200	(1,517)
TOTAL OTHER INCOME	883	434	449	4,685	3,039	1,645	5,210	(525)
CAPITAL GRANTS								
3680 Other Income-UI Incentives	0	0	0	29,721	0	29,721	0	29,721
3980 Grant Income - Capital Grant - Unrestricted	0	0	0	2,512	0	2,512	0	2,512
TOTAL CAPITAL GRANTS	0	0	0	32,233	0	32,233	0	32,233
ADMINISTRATIVE								
4120 Salaries	3,227	3,484	256	24,199	24,386	187	41,805	17,606
4130 Outside Services	375	75	(300)	7,578	525	(7,053)	900	(6,678)
4131 Bookkeeping	250	150	(100)	1,150	1,050	(100)	1,800	650
4131.1 Audit Fees	119	83	(35)	831	583	(248)	1,000	169
4132 Independent Controller	495	596	101	4,208	4,171	(37)	7,150	2,943
4151 Office Supplies	448	50	(398)	991	350	(641)	600	(391)
4151.1 Telephone & Answering Service	201	250	49	1,467	1,750	283	3,000	1,533
4153 Travel	0	0	0	5	0	(5)	0	(5)
4159 Other Office Expense	91	125	34	1,566	875	(691)	1,500	(66)
4159.1 Credit Checks	15	125	110	45	875	830	1,500	1,455
4160 Pension & Other-Health Ins.	494	699	205	4,114	4,893	779	8,388	4,274
4160.1 Pension & Other 457	127	123	(4)	954	858	(96)	1,470	516
4160.4 Pension & Other Life	16	15	(1)	131	106	(25)	182	51
4161 Payroll Taxes	522	470	(52)	2,658	3,293	635	5,645	2,987
TOTAL ADMINISTRATIVE	6,381	6,245	(136)	49,898	43,715	(6,183)	74,940	25,042
UTILITIES								
4310 Water	878	875	(3)	7,203	6,125	(1,078)	10,500	3,297
4320 Electric	3,024	1,679	(1,345)	15,731	11,754	(3,977)	20,150	4,419
4330 Gas	1,184	1,021	(163)	4,824	7,146	2,322	12,250	7,426
4350 Cable Television	291	310	19	2,610	2,170	(440)	3,720	1,110
TOTAL UTILITIES	5,377	3,885	(1,492)	30,368	27,195	(3,173)	46,620	16,252
MAINTENANCE								
4410 Salaries Maintenance	1,406	1,468	62	10,420	10,275	(145)	17,614	7,194
4420 Supplies	21	154	133	71	1,079	1,008	1,850	1,779
4430 Contract Services	541	1,025	485	9,971	7,175	(2,796)	12,300	2,329
4430.2 Exterminating Contracts	0	42	42	95	292	197	500	405
4430.5 Elevator Maint. Contract	0	175	175	0	1,225	1,225	2,100	2,100
4430.6 Heating Contracts	0	394	394	0	2,756	2,756	4,725	4,725

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
MAINTENANCE								
4440 Maint. Shop Equip	0	0	0	160	0	(160)	0	(160)
4490 Miscellaneous Operating & Maintenance	0	331	331	0	2,316	2,316	3,970	3,970
TOTAL MAINTENANCE	1,968	3,588	1,620	20,718	25,118	4,400	43,059	22,341
OTHER								
4710 Refuse Removal	0	188	188	1,038	1,318	281	2,260	1,223
4711 Insurance	615	550	(65)	4,308	3,850	(458)	6,600	2,292
4711.3 Worker's Compensation	109	90	(19)	760	630	(130)	1,080	320
4715 P.I.L.O.T.	335	335	0	2,345	2,344	(1)	4,019	1,674
TOTAL OTHER	1,059	1,163	104	8,451	8,143	(308)	13,959	5,508
RESERVE PROVISIONS								
6600 Depreciation Expense	1,672	0	(1,672)	11,704	0	(11,704)	0	(11,704)
TOTAL RESERVE PROVISIONS	1,672	0	(1,672)	11,704	0	(11,704)	0	(11,704)
SERVICES INCOME								
7010 Tenants' Contrib-Core Services	17,087	18,050	(963)	122,656	126,350	(3,695)	216,600	(93,945)
7011 Meal Income	0	0	0	25	0	25	0	25
7030.1 State Subsidy-Core	11,300	10,750	550	74,736	75,250	(514)	129,000	(54,264)
7030.2 State Subsidy-Expanded Core	2,025	2,025	0	18,175	14,175	4,000	24,300	(6,125)
TOTAL SERVICES INCOME	30,412	30,825	(413)	215,592	215,775	(184)	369,900	(154,309)
SERVICES EXPENSE								
8101 Bookkeeping	745	746	1	5,358	5,221	(137)	8,950	3,593
8102 Housing Management Salaries	1,418	1,536	118	10,635	10,753	118	18,434	7,799
8105 Health Insurance	130	43	(88)	1,091	299	(792)	512	(579)
8105.1 Fringe Benefits-Pension	34	217	183	254	1,518	1,264	2,603	2,349
8106 Payroll Taxes 8106	370	368	(2)	1,883	2,577	694	4,418	2,535
8107 Worker's Compensation	19	16	(3)	134	111	(23)	190	56
8108 Contract Services	16,357	11,354	(5,002)	83,707	79,479	(4,228)	136,250	52,543
8201 Chore Service Salary	1,146	1,182	36	9,794	8,275	(1,518)	14,186	4,392
8202 Cleaning Of Common Areas	0	296	296	0	2,069	2,069	3,546	3,546
8204 Cleaning Supplies	0	196	196	1,592	1,371	(222)	2,350	758
8301.1 Food Services - Exc.	12,045	12,264	219	84,427	85,848	1,421	147,168	62,741
8303 Supplies/Utensils	0	179	179	120	1,251	1,131	2,145	2,025
8304 Utilities Expense	565	383	(182)	3,085	2,682	(402)	4,598	1,514
8402 Supplies	51	21	(30)	51	146	95	250	199
9001 Resident Services Coordinator	1,072	1,485	413	7,478	10,395	2,917	17,820	10,342
9002 Wellness/Preventive Program	2,550	540	(2,010)	12,350	3,780	(8,570)	6,480	(5,870)
TOTAL SERVICES EXPENSE	36,501	30,825	(5,676)	221,958	215,775	(6,183)	369,900	147,942
SURPLUS	(6,264)	601	(6,864)	17,432	4,205	13,228	7,208	10,224