

TRUMBULL HOUSING AUTHORITY VIRTUAL REGULAR BOARD MEETING AGENDA

Date: May 24, 2022

TIME: 6 PM

Trumbull Housing Authority Regular Meeting

May 24, 2022 6:00 PM

[https://us06web.zoom.us/j/89962767453?pwd=TW9sUjdQandpR24vTlphNk9kWT
hoQT09](https://us06web.zoom.us/j/89962767453?pwd=TW9sUjdQandpR24vTlphNk9kWT
hoQT09)

Webinar ID: 885 0385 5114

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Join by telephone: (301) 715-8592 or (888) 475-4499 (Toll Free) / Webinar ID: 885 0385 5114

- Call to Order
- Roll Call and Pledge of Allegiance
- Resident Comments
- Reading and Approval of Minutes for 4/26/2022
- Report of Community Development Director
- Treasurer's Report and Discussion of Financials
- Executive Director's Report and Maintenance Activity Report
- Staffing Report
- Congregate Updates
- Unfinished Business
- New Business
- Resident Comments
- Adjournment

Trumbull Housing Authority – April 26, 2022

Trumbull Housing Authority Virtual Meeting

April 26, 2022

6:00 pm

Commissioners Present: Chairman Kathleen McGannon, Maureen Bova, Laurel Anderson, Charlene Pederson and Sara Pflueger

Also Present: Interim Executive Director Paulette Mack; Accountant Jason Geel; Dawn Cantafio, Community Development Director (left at 7:00pm) and Daisy Torres, Congregate Manager

The meeting was called to order by Mrs. McGannon at 6:02 pm followed by the Pledge of Allegiance and Roll Call.

Resident Comments

No resident comments.

Reading and Approval of Minutes

Motion was made by Mrs. Anderson to approve the minutes of March 22, 2022 as presented. Seconded by Ms. Pederson and approved by unanimous consent.

Report of Community Development Director

Mrs. Cantafio reported:

1. As of last Monday, 296 work orders have been entered and completed for the month.
2. She has followed up with the CNA grant. Coney measured the panel in the elevator and buttons outside of the elevator. Paperwork is being reviewed and approved and should be completed next week. It is hoped they will be moving forward with the \$13,000 grant.
3. They have until June to submit requests to FEMA. They have submitted over \$4,000 from the Congregate for reimbursement for COVID supplies.
4. They are looking at the PHA website at software for the Maintenance Department for Congregate and Stern Village to get completed work orders in a timely fashion.
5. Mrs. Cantafio, Ms. Mack and Mr. Geel met to review the budget.
6. Ms. Mack met with the staff to discuss things that are happening in the village and the Congregate.

Mrs. Anderson questioned if it looked positive to get the panel funding. Mrs. Cantafio has been in touch with CHFA and she seems positive with the way things look. Once the legal documents are received and they are certified, she will be submitting it, after review of the grant by Mr. Lewis, within the next two weeks.

Treasurer's Report and Discussion of Financials

Mrs. Bova presented the financials from July 1, 2021 to March 31, 2022. The overall gain of the Housing Authority was \$95,033. Further, the Operating Gain, before capital grants and depreciation, was \$89,391, of which \$75,786 is attributable to Stern Village and \$13,605 to Congregate.

For Stern Village, the current month's Operating Gain was \$29,078 compared to the budgeted gain of \$7,501. The gain is due to receipt of insurance proceeds due to fire at a unit totaling \$50,739 of which \$39,524 has not been spent. Current month activity also includes five weeks of payroll contributing to

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\$13,235 in payroll overages for the month. For the year, Stern Village is approximately \$15,000 over projected revenues due primarily to tenant turnover early in the year. However, maintenance continues to operate overbudget due to continued investment in unit upgrades such as appliances and door hardware along with increased instances of drain line clogs and the related cost to fix.

For Congregate, the current month's Operating Loss was (\$1,600) compared to a budgeted gain of \$601. The month's loss was due to higher-than-average vacancies and a five-week payroll month. Otherwise, current month's operations are in line with budgeted amounts. Congregate otherwise continues to operate at breakeven. However, based on current vacancies and tenant turnover this year, it's expected that grant funds will be exhausted by May.

The overall cash position of the Authority including reserves is \$696,975. Payables include construction payables totaling \$40,202.

A snapshot of program balances are as follows:

Stern Village	<u>6/30/2021</u>	<u>2/28/22</u>	<u>3/31/22</u>	<u>YTD Change</u>
Cash	\$104,160	\$ 96,107	\$ 101,221	\$(2,939)
Accounts Payable	\$ 75,128	\$ 76,666	\$ 91,533	\$(16,405)
Interprogram Loan	\$378,049	\$341,425	\$359,281	\$(18,768)
Reserves	\$506,831	\$507,142	\$507,142	\$ 311
Excess Cash	\$ (46,759)	\$ (61,064)	\$ (55,950)	
Congregate				
Cash	\$ 90,274	\$ 58,414	\$ 79,135	\$(11,139)
Accounts Payable	\$ 26,174	\$ 25,883	\$ 38,728	\$(12,554)
Interprogram Loan	\$ 378,049	\$ 341,425	\$ 359,281	\$ 18,768
Reserves	\$ 9,471	\$ 9,477	\$ 9,477	\$ 6

Village cash includes unspent insurance proceeds of \$39,524. Planned reimbursement to Village from Congregate upon receipt of DOH funding, expected in late April, early May.

Tenant Accounts Receivable balances as follows:

Stern Village	<u>6/30/2021</u>	<u># of Tenants</u>	<u>3/31/22</u>	<u># of Tenants</u>
One Month or Less	\$ (3,314)	50	\$ (2,617)	57
Over One Month Rent	\$ 3,051	4	\$ 3,344	4
Inactive AR	<u>\$ 13,307</u>	<u>44</u>	<u>\$ 1,522</u>	7
Total	\$ 13,044	98	\$ 2,249	68
Congregate				
One Month or Less	\$ 606	5	\$ (98)	2
Over One Month Rent	\$ -	0	\$ -	0
Inactive AR	<u>\$ 15,515</u>	<u>11</u>	<u>\$ 2,184</u>	<u>4</u>
Total	\$ 16,121	16	\$ 2,086	6

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Mrs. Anderson questioned:

1. If the insurance funds are removed from the checking account, it leaves approximately \$60,000 in cash. At our current rate of expenditures, will it affect the cash flow in the next two months. Mr. Geel noted there may only be a problem if the DOH funds are not received in May. The problem is the Congregate is behind receiving the large subsidy check due to a small correction with the paperwork required by DOH that needs to be addressed.
2. What is the implication of the statement “grant funding will be exhausted in May”? Mr. Geel noted he has been watching this. This is due to a spike in vacancies over the last three months. He anticipated tenant revenue would be lower than what is remaining in subsidy cash. Because of turnover, revenues will fall less than projected which would be approximately one month’s work of subsidy or about \$15,000. A revised budget/payment request for DOH is being submitted requesting additional funding because of unforeseen circumstances, which in this case is tenant turnover. He is unsure if DOH will cover the gap and approve the request. Mrs. Anderson questioned how this would impact Congregate cash flow. Cash balances have been reviewed; the \$45,000 will be received, it is just a matter of whether the tenant vacancies will affect the numbers on the tenant side. This is before the extra subsidy request from DOH.

Discussion was held regarding a policy to cover a shortfall at the end of the year. Mr. Geel noted they would have to take money if the funds dip below the minimum cash balance. He also indicated there needs to be signature changes made to the bank accounts with Ms. Polansky leaving and with the on-line access. Mrs. Bova would be the entity to make this transfer transaction. **Mrs. Anderson moved that, on a one-time basis in May, if the balance falls below \$40,000, Mrs. Bova is authorized by the Board to do a transfer of \$20,000 from reserves to checking. Seconded by Ms. Pflueger and approved by unanimous consent.**

3. Ms. Pederson questioned the insurance proceeds and whether the amount will cover the loss and damages for the incident. Mr. Geel noted, from the correspondence he has reviewed, the determination was based on the amount of bills provided to the insurance company minus the \$5,000 deductible. This should be adequate coverage.

Executive Director’s Report and Maintenance Activity Report

Ms. Mack reported the following:

1. It has been busy in the Village but quiet.
2. Unit 131, all parties have been involved. Unfortunately, no work has been done in Unit 131. She emailed United to inquire about a start date. Windows have been ordered but will take approximately 12-14 weeks for delivery.
3. Maintenance has been very busy with sanitizing and clearing units vacated for various reasons. Units 127 and 149 are being cleared and will fall under the HTCC funding. Unit 128 will be switched with 127 for refurbishing as promised to the resident. Unit 105 will be ready for tenants next week and Unit 118 by May 1.
4. Work orders are coming in steadily with over 300 for the month. With the new process, the staff can work on their smart phones. The tablet is missing at this time and may need to be replaced. Starting May 1, they will be working off smart phones for the work orders which will allow them to document accountability and productivity.
5. Calling Strathmore to address a broken light pole. It may need to be replaced.
6. Two students from Trumbull High helped out during spring break and did a great job. One additional student will be helping this week.

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7. With regards to the Congregate, Ms. Mack received a quote for \$1,600 to repair the brickwork. She felt it was high but has had difficulty finding anyone to give a second quote. This work should start within the next two weeks.

Staffing Report

Ms. Pflueger noted she has had staff meetings to discuss what is needed and what information would help the staff be more productive/more efficient. They have some ideas of what would be helpful including the hiring of a specialized consultant. This would be the subject of an Executive Session discussion. She would like to move forward, if possible.

Congregate Updates

Ms. Torres noted the following in her written report:

1. Stanley did an annual check on the front doors on March 21. They adjusted the door so it closed properly and recommended replacement due to rust. It was felt the door should be sanded and repainted first and a work order should be initiated.
2. The cracked dining room window has been replaced.
3. John, the Kennedy Center Director, has been contacted regarding additional cleaning help. The current person is only part-time and needs assistance in cleaning the building each week. It was noted they are also looking into getting a quote from another cleaning service for the job.
4. The food service time has been changed back to lunch but the residents are not satisfied with the food. There is a new chef and it seems he was not appropriately trained in the use of equipment in the kitchen, the items to be provided as sides with the main meals and proper storage of food items. Mrs. McGannon requested the Food Committee meet with all parties to discuss and resolve this matter. Mrs. Bova will attend this meeting.
5. There is one vacant unit this month but next month three residents are moving. One move is for health reasons to a nursing home and two felt it was too expensive. There are additional people on the waiting list who are being contacted. Interviews will be conducted by Ms. Torres and Ms. Mack. Question was raised about the \$110 rent increase and who was impacted by it. Mr. Geel noted he is still waiting for the new benefit amount, approximately \$90, to see who might be impacted. It may offset the number of those who would see an increase in rent.

New Business

1. Mrs. McGannon spoke regarding the three units being completed to finish up the grant. They are having the same issue with the permits. They pulled permits for the units but never called for inspections until the project was complete (no rough inspections conducted). This was done in the past and was incorrect procedure. She made clear to Ms. Mack that there is no work done without open-wall inspection by the Building Department. They do not want to run into the same problems they did a short time ago which took time to resolve. This is a company that knows what inspections are required. They were through this process once before and were told what was expected and now continue to proceed in the same manner without the appropriate inspections. They have not requested plumbing or electrical inspections prior to putting the walls in. Unless the last three units are done properly, she will not let the Building Department sign off on them. Discussion was held regarding various permits pulled for Units 7, 37 and 98. The Building Department has not done rough inspections on these units according to a recent email. The contractor reports the three units are vacant but it was noted some may be occupied at this time.

Mrs. McGannon briefly left the meeting at 7:03 pm.

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2. Approval of the proposed THA Bylaw changes. Ms. Pederson noted most changes were formatting and removal of redundant/unclear language. Changes were made regarding meeting dates/times and Telephonic/Audio-Visual Meetings. Discussion was held regarding Article V but no changes made. **Motion was made by Mrs. Bova to approve the THA Bylaws as submitted. Seconded by Ms. Pederson. Roll Call vote was taken as follows: Mrs. Anderson – yes; Ms. Pederson – yes; Ms. Pflueger – yes; Mrs. Bova – yes; 4-0-1 (Mrs. McGannon was not present for the vote)**
3. The Trumbull Housing Corporation Bylaws were approved by the Corporation and do not require a vote by the THA to approve.
4. Discussion was held regarding the proposed budget for Stern Village.

Mrs. McGannon rejoined the meeting at 7:25 pm.

Motion was made by Ms. Pflueger to approve the revised Stern Village budget. Seconded by Ms. Pederson and approved by unanimous consent.

5. Discussion was held regarding the proposed budget for the Congregate. **Motion was made by Mrs. McGannon to accept the Congregate budget as presented with one revision. Seconded by Ms. Pederson. Mr. Geel noted the budgets still require approval by CHFA and DOH. Approved by unanimous consent.**

Resident Comments

No Resident Comments.

Executive Session

Motion was made by Mrs. Anderson to enter Executive Session at 8:01 pm to discuss a possible contract for a consultant. Seconded by Ms. Pederson. Approved by unanimous consent. Those invited included all Commissioners, Mr. Geel and Ms. Mack. Motion was made by Ms. Pederson to exit Executive Session at 8:45 pm. Approved by unanimous consent. Motion by Ms. Pflueger to accept the consultant proposal with the changes recommended by the Board. Seconded by Ms. Pederson. 4-0-1(Mrs. Bova not in attendance for vote)

Adjournment

Motion was made by Ms. Pflueger to adjourn the meeting at 8:49 pm. Seconded by Mrs. Anderson and approved by unanimous consent.

Respectfully submitted,

Barbara Crandall
Clerk

**Trumbull Housing Authority
Financial Highlights for April 30, 2022**

From July 1, 2021 to April 30, 2022, the overall gain of the Housing Authority was \$93,331. Further, the operating gain before capital grants and depreciation was \$90,643, of which, \$74,480 is attributable to Stern Village, and \$16,163 to Congregate.

For Stern Village, had a current month operating loss of (\$1,178) compared to the budgeted gain of \$7,501. The loss is due to fire unit repairs of \$15,568 spent of insurance proceeds funds received in the prior month, of which \$26,121 had not been paid out. Otherwise, current month expenses remain within budgeted amounts, despite an increase in administrative salaries due to staff turnover. For the year, Stern Village is approximately \$17,000 over projected revenues due primarily to tenant turnover early in the year. Payroll costs, especially for administrative staff, project to be sole significant item expected to continue over budget through yearend.

For Congregate, the current month's operating gain was \$2,558 compared to a budgeted gain of \$601. The month's better than projected gain was due to higher-than-average laundry income proceeds this period. Otherwise, current month's operations are in line with budgeted amounts. As projected, Congregate subsidy is expected to be fully utilized by May. However supplemental grant funds were requested in May, and it is anticipated that DOH will provide approximately \$23,000 in additional funding, pending approval by the State. The funds are expected to arrive no earlier than the end of June.

The overall cash position of the Authority including reserves is \$652,718. Payables include construction payables totaling \$40,202.

A snapshot of program balances are as follows:

	6/30/2021	3/31/2022	4/30/2022	YTD Change
Stern Village				
Cash	\$ 104,160	\$ 101,221	\$ 93,463	\$ (10,697)
Accounts Payable	\$ 75,128	\$ 91,533	\$ 58,151	\$ 16,977
Interprogram Loan	\$ 378,049	\$ 359,281	\$ 340,930	\$ (37,119)
Reserves	\$ 506,831	\$ 507,142	\$ 507,142	\$ 311
<i>Excess Cash</i>	\$ (46,759)	\$ (55,950)	\$ (38,579)	
Congregate				
Cash	\$ 90,274	\$ 79,135	\$ 42,314	\$ (47,960)
Accounts Payable	\$ 26,174	\$ 38,728	\$ 30,750	\$ (4,576)
Interprogram Loan	\$ 378,049	\$ 359,281	\$ 340,930	\$ 37,119
Reserves	\$ 9,471	\$ 9,477	\$ 9,483	\$ 12

Village cash includes unspent insurance proceeds of \$26,121. Congregate cash is pending receipt of DOH subsidy, that occurred in the first week of May.

Tenant Accounts Receivable balances as follows:

	<u>6/30/2021</u>	<u># of Tenants</u>	<u>4/30/2022</u>	<u># of Tenants</u>
Stern Village				
One Month or Less	\$ (3,314)	50	\$ (3,696)	52
Over One Month Rent	\$ 3,051	4	\$ 2,519	4
Inactive AR	\$ 13,307	44	\$ 1,336	9
Total	<u>\$ 13,044</u>	<u>98</u>	<u>\$ 159</u>	<u>65</u>
Congregate				
One Month or Less	\$ 606	5	\$ (1,323)	5
Over One Month Rent	\$ -	0	\$ -	0
Inactive AR	\$ 15,515	11	\$ 1,751	4
Total	<u>\$ 16,121</u>	<u>16</u>	<u>\$ 428</u>	<u>9</u>

There were no significant changes to balances due from the prior month.

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 April 30, 2022, and the related operating statement with the budget for the ten-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
May 18, 2022

Trumbull Housing Authority

Balance Sheet

April 2022

Program: State Elderly

Project: Consolidated

	Beginning Balance	Period Amount	Balance
CURRENT ASSETS			
CASH			
1111 TD Bank	101,101	(35,479)	65,622
1112 Stern Village Development Funds	(183)	27,849	27,666
1113.3 STIF	507,142	316	507,458
1117 Petty Cash	175	0	175
TOTAL CASH	608,235	(7,314)	600,920
ACCOUNTS RECEIVABLE			
1122 Accounts Receivable	2,249	(2,090)	159
1122.1 Accounts Receivable - Manual	5,453	642	6,095
1123.1 Allowance for Collection Loss	(745)	0	(745)
TOTAL ACCOUNTS RECEIVABLE	6,957	(1,448)	5,509
OTHER CURRENT ASSETS			
1129 Sundry AR-Stern Center	359,281	(18,351)	340,930
1129.8 Sundry AR- New 501(c)3	1,060	50	1,110
1191 Cash - Security Deposits	9,134	550	9,684
1210 Other Prepaid Expense	3,006	0	3,006
1211 Unexpired Insurance	18,931	(4,767)	14,164
TOTAL OTHER CURRENT ASSETS	391,412	(22,517)	368,894
TOTAL CURRENT ASSETS	1,006,603	(31,279)	975,324
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
1406.075 CIP - Thermal/Moisture - Siding - SSHP	37,945	0	37,945

Trumbull Housing Authority

Balance Sheet

April 2022

Program: State Elderly

Project: Consolidated

NONCURRENT ASSETS

WORK IN PROGRESS

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	36,782	0	36,782
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	10,000	0	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	5,732,399	0	5,732,399

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	(6,243,065)	(1,282)	(6,244,348)
TOTAL FIXED ASSETS	706,899	(1,282)	705,617

TOTAL NONCURRENT ASSETS

6,439,298 (1,282) 6,438,016

CURRENT LIABILITIES

OTHER CURRENT LIABILITIES

2101 Other Liabilities Union Dues	(45)	0	(45)
2114 Deposit Liability	(9,139)	(550)	(9,689)

Trumbull Housing Authority

Balance Sheet

April 2022

Program: State Elderly

Project: Consolidated

CURRENT LIABILITIES

OTHER CURRENT LIABILITIES

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	(8,745)	0	(8,745)
2137 Accrued P.I.L.O.T.	(42,969)	(2,089)	(45,058)
2220.3 Prepaid Rents	(5,097)	(642)	(5,739)
TOTAL OTHER CURRENT LIABILITIES	(70,610)	(3,281)	(73,891)

ACCOUNTS PAYABLE

2110 Administration Fund Creditors	(14,586)	5,663	(8,923)
2111 Accounts Payable	(76,948)	27,720	(49,228)
TOTAL ACCOUNTS PAYABLE	(91,533)	33,383	(58,151)

TOTAL CURRENT LIABILITIES

(162,143) 30,102 (132,042)

EQUITY

2830.1 Income & Expense Clearance	(144,480)	0	(144,480)
2830.1 Income & Expense Clearance (Current Year)	(64,116)	2,460	(61,656)
2900 Net Investment in Capital Assets	(6,369,060)	0	(6,369,060)
2910 Unrestricted Net Position	(706,102)	0	(706,102)
TOTAL EQUITY	(7,283,758)	2,460	(7,281,298)

PROOF

0 0 0

Trumbull Housing Authority
Operating Statement
Ten Months Ending 04/30/2022
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	62,209	55,545	6,664	596,642	555,450	41,192	666,540	(69,898)
3100.1 Rental Income-Excess of Base	19,887	23,380	(3,493)	212,396	233,800	(21,404)	280,560	(68,164)
3120 Excess Utilities	0	0	0	58	0	58	0	58
3210 Vacancy Loss	(5,700)	(3,946)	(1,754)	(42,500)	(39,463)	(3,038)	(47,355)	4,855
TOTAL RENTAL INCOME	76,396	74,979	1,417	766,596	749,788	16,808	899,745	(133,149)
OTHER INCOME								
3510 Sales & Service To Tenants	0	150	(150)	799	1,500	(701)	1,800	(1,001)
3610 Interest Income	316	50	266	627	500	127	600	27
3620 Other Income	(15,568)	100	(15,668)	26,121	1,000	25,121	1,200	24,921
3620.1 Laundry Income	2,261	800	1,461	9,379	8,000	1,379	9,600	(221)
3620.3 Miscellaneous Income	0	0	0	5,200	0	5,200	0	5,200
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	(12,990)	1,100	(14,090)	42,462	11,000	31,462	13,200	29,262
ADMINISTRATIVE								
4120 Salaries	18,338	15,403	(2,935)	165,593	154,029	(11,563)	184,835	19,242
4130 Legal & Other Outside Services	713	1,000	288	12,982	10,000	(2,982)	12,000	(982)
4131 Bookkeeping	2,000	1,200	(800)	15,200	12,000	(3,200)	14,400	(800)
4131.1 Audit Fees	638	750	113	6,375	7,500	1,125	9,000	2,625
4131.2 Independent Controller	3,960	4,767	807	45,540	47,667	2,127	57,200	11,660
4151 Office Supplies	939	600	(339)	5,744	6,000	256	7,200	1,456
4153 Travel	0	125	125	215	1,250	1,035	1,500	1,285
4159 Other Office Expense	345	417	72	6,824	4,167	(2,658)	5,000	(1,824)
4159.1 Other Office Advertising	90	208	118	780	2,083	1,303	2,500	1,720
4159.2 Other Office Computer	38	900	862	11,391	9,000	(2,391)	10,800	(591)
4159.3 Other Office Telephone	239	467	228	4,961	4,667	(294)	5,600	639
4159.5 Dues	0	0	0	1,192	0	(1,192)	0	(1,192)
4159.7 Other Office Postage	81	0	(81)	368	0	(368)	0	(368)
4160 Pensions & Other-Health Ins.	2,223	4,000	1,777	29,074	40,000	10,926	48,000	18,926
4160.1 Pension & Other - 457	534	700	166	6,914	7,000	86	8,400	1,486
4160.4 Pension & Other - Life	148	150	2	1,475	1,500	25	1,800	325
4161 Payroll Taxes	2,509	2,711	202	28,425	27,110	(1,315)	32,532	4,107
TOTAL ADMINISTRATIVE	32,793	33,397	604	343,054	333,973	(9,082)	400,767	57,713
TENANT SERVICES								
4200 Tenant Services	0	0	0	4,973	0	(4,973)	0	(4,973)
TOTAL TENANT SERVICES	0	0	0	4,973	0	(4,973)	0	(4,973)
UTILITIES								
4310 Water	2,215	2,583	369	23,733	25,833	2,101	31,000	7,267
4320 Electric	2,337	2,563	225	23,704	25,625	1,921	30,750	7,046
4330 Gas	641	190	(452)	3,842	1,896	(1,946)	2,275	(1,567)
4350 Cable/Television	295	350	55	2,774	3,500	726	4,200	1,426
TOTAL UTILITIES	5,488	5,685	198	54,052	56,854	2,802	68,225	14,173

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
MAINTENANCE								
4410 Salaries Maintenance	11,866	13,210	1,345	141,558	132,103	(9,454)	158,524	16,966
4420 Supplies	889	1,583	694	30,262	15,833	(14,429)	19,000	(11,262)
4430 Contract Services	0	1,042	1,042	18,114	10,417	(7,697)	12,500	(5,614)
4430.2 Exterminating Contracts	1,945	100	(1,845)	2,665	1,000	(1,665)	1,200	(1,465)
4430.3 Heating	560	2,621	2,061	25,116	26,208	1,093	31,450	6,334
4430.5 Misc Elec & Plumbing	0	0	0	3,875	0	(3,875)	0	(3,875)
4430.7 Snow Removal	0	167	167	1,348	1,667	319	2,000	653
4440 Maint. Shop Equip.	154	771	617	3,043	7,708	4,666	9,250	6,207
4490 Miscellaneous Operating and Maint. - Appliances	2,356	933	(1,422)	20,609	9,333	(11,276)	11,200	(9,409)
TOTAL MAINTENANCE	17,769	20,427	2,658	246,589	204,270	(42,319)	245,124	(1,465)
OTHER								
4710 Refuse Removal	1,530	1,679	149	17,478	16,792	(686)	20,150	2,673
4711 Insurance	4,190	4,383	194	44,369	43,833	(536)	52,600	8,231
4711.3 Worker's Compensation	724	917	193	7,162	9,167	2,004	11,000	3,838
4715 P.I.L.O.T.	2,089	2,089	0	20,890	20,893	3	25,072	4,182
TOTAL OTHER	8,533	9,069	536	89,899	90,685	786	108,822	18,923
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)	12,824	0	(12,824)	0	(12,824)
TOTAL CAPITAL	1,282	0	(1,282)	12,824	0	(12,824)	0	(12,824)
SURPLUS	(2,460)	7,501	(9,960)	61,656	75,006	(13,350)	90,007	(28,351)

Trumbull Housing Authority

Balance Sheet

April 2022

Program: Congregate

Project: Consolidated

	Beginning Balance	Period Amount	Balance
CURRENT ASSETS			
CHECKING/SAVINGS			
CASH			
1111 TD Bank	78,935	(36,821)	42,114
1113.3 STIF Investment 1235575430	9,477	6	9,483
1117 Petty Cash	200	0	200
TOTAL CASH	88,612	(36,815)	51,797
TOTAL CHECKING/SAVINGS	88,612	(36,815)	51,797
ACCOUNTS RECEIVABLE			
1122 Accounts Receivable	2,086	(1,658)	428
1122.9 Accounts Receivable - Manual	1,784	1,683	3,467
1123.1 Allowance For Collection Loss	(587)	0	(587)
TOTAL ACCOUNTS RECEIVABLE	3,283	25	3,308
OTHER CURRENT ASSETS			
1210 Other Prepaid Expense	13,922	0	13,922
1211 Unexpired Insurance	2,567	(723)	1,844
1211.1 Prepaid Insur - Cong Services	(198)	0	(198)
TOTAL OTHER CURRENT ASSETS	16,292	(723)	15,569
TOTAL CURRENT ASSETS	108,187	(37,513)	70,674
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	(2,933,684)	(1,672)	(2,935,356)
TOTAL FIXED ASSETS	1,221,393	(1,672)	1,219,721
CURRENT LIABILITIES			
ACCOUNTS PAYABLE			
2110 Administration Fund Creditors	(9,357)	(6,271)	(15,627)
2111 Accounts Payable	(29,372)	14,249	(15,123)
TOTAL ACCOUNTS PAYABLE	(38,728)	7,978	(30,750)
OTHER CURRENT LIABILITIES			
2114 Deposit Liability	(1,750)	(250)	(2,000)
2114.1 Deposit Liability	250	0	250
2119 Sundry Accounts Payable	(359,281)	18,351	(340,930)
2119.9 Sundry AP-DOH	(2,717)	0	(2,717)
2135 Accrued Salaries & Wages	(1,215)	0	(1,215)
2135.1 Accrued Compensated Absences	(5,699)	0	(5,699)
2137 Accrued P.I.L.O.T	(6,099)	(335)	(6,434)
2220.1 Deferred Revenue-Subsidy	(4,133)	13,325	9,192
2220.2 Deferred Revenue-RAP	(14,358)	2,686	(11,672)

Trumbull Housing Authority

Balance Sheet

April 2022

Program: Congregate

Project: Consolidated

CURRENT LIABILITIES

OTHER CURRENT LIABILITIES

2220.3 Prepaid Rents

(1,784)

(1,683)

(3,467)

TOTAL OTHER CURRENT LIABILITIES

(396,786)

32,094

(364,692)

TOTAL CURRENT LIABILITIES

(435,514)

40,072

(395,442)

TOTAL EQUITY

2830.1 Income & Expense Clearing

(839,077)

0

(839,077)

2830.1 Income & Expense Clearing (Current Year)

(30,789)

(886)

(31,675)

2830.1 Income & Expense Clearing (Unclosed 2021)

565

0

565

2900 Net Investment in Capital Assets

(1,215,578)

0

(1,215,578)

2910 Unrestricted Net Position

1,190,812

0

1,190,812

TOTAL TOTAL EQUITY

(894,066)

(886)

(894,952)

PROOF

0

0

0

Trumbull Housing Authority
Operating Statement
Ten Months Ending 04/30/2022
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	13,154	13,687	(533)	132,136	136,870	(4,735)	164,244	(32,109)
3102.3 Rental Income-RAP	2,686	2,153	533	26,265	21,530	4,735	25,836	429
3210 Vacancy Loss	(1,320)	(792)	(528)	(6,820)	(7,920)	1,100	(9,504)	2,684
TOTAL RENTAL INCOME	14,520	15,048	(528)	151,580	150,480	1,100	180,576	(28,996)
OTHER INCOME								
3510 Sales & Services To Tenants	0	42	(42)	0	417	(417)	500	(500)
3610 Interest Income	6	1	5	12	8	3	10	2
3620 Other Income	25	42	(17)	2,021	417	1,605	500	1,521
3620.2 Laundry Income	3,005	350	2,655	5,688	3,500	2,188	4,200	1,488
3620.3 Miscellaneous Income	0	0	0	16,171	0	16,171	0	16,171
TOTAL OTHER INCOME	3,036	434	2,602	23,892	4,342	19,551	5,210	18,682
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	3,363	3,484	120	34,999	34,838	(161)	41,805	6,806
4130 Outside Services	0	75	75	7,761	750	(7,011)	900	(6,861)
4131 Bookkeeping	250	150	(100)	1,900	1,500	(400)	1,800	(100)
4131.1 Audit Fees	119	83	(35)	1,188	833	(354)	1,000	(188)
4132 Independent Controller	495	596	101	5,693	5,958	266	7,150	1,458
4151 Office Supplies	197	50	(147)	1,215	500	(715)	600	(615)
4151.1 Telephone & Answering Service	192	250	58	2,183	2,500	317	3,000	817
4153 Travel	0	0	0	5	0	(5)	0	(5)
4159 Other Office Expense	(484)	125	609	1,833	1,250	(583)	1,500	(333)
4159.1 Credit Checks	0	125	125	45	1,250	1,205	1,500	1,455
4160 Pension & Other-Health Ins.	419	699	280	5,505	6,990	1,485	8,388	2,883
4160.1 Pension & Other 457	101	123	21	1,313	1,225	(88)	1,470	157
4160.4 Pension & Other Life	16	15	(1)	164	152	(12)	182	18
4161 Payroll Taxes	391	470	79	4,464	4,704	240	5,645	1,181
TOTAL ADMINISTRATIVE	5,060	6,245	1,185	68,267	62,450	(5,817)	74,940	6,673
UTILITIES								
4310 Water	898	875	(23)	9,648	8,750	(898)	10,500	852
4320 Electric	2,221	1,679	(542)	19,809	16,792	(3,017)	20,150	341
4330 Gas	1,093	1,021	(72)	8,489	10,208	1,719	12,250	3,761
4350 Cable Television	302	310	8	3,505	3,100	(405)	3,720	215
TOTAL UTILITIES	4,514	3,885	(629)	41,451	38,850	(2,601)	46,620	5,169
MAINTENANCE								
4410 Salaries Maintenance	1,318	1,468	149	15,442	14,678	(764)	17,614	2,172
4420 Supplies	0	154	154	389	1,542	1,153	1,850	1,461
4430 Contract Services	2,649	1,025	(1,624)	15,617	10,250	(5,367)	12,300	(3,317)
4430.2 Exterminating Contracts	0	42	42	670	417	(253)	500	(170)
4430.5 Elevator Maint. Contract	0	175	175	0	1,750	1,750	2,100	2,100

	Period Amount	Period Budget	Period Variance	YTD Amount	YTD Budget	YTD Variance	Annual Budget	Remaining Budget
MAINTENANCE								
4430.6 Heating Contracts	0	394	394	0	3,938	3,938	4,725	4,725
4440 Maint. Shop Equip	0	0	0	160	0	(160)	0	(160)
4490 Miscellaneous Operating & Maintenance	0	331	331	204	3,308	3,104	3,970	3,766
TOTAL MAINTENANCE	3,968	3,588	(379)	32,481	35,883	3,401	43,059	10,578
OTHER								
4710 Refuse Removal	170	188	18	1,753	1,883	131	2,260	508
4711 Insurance	615	550	(65)	6,154	5,500	(654)	6,600	446
4711.3 Worker's Compensation	109	90	(19)	1,086	900	(186)	1,080	(6)
4715 P.I.L.O.T.	335	335	0	3,350	3,349	(1)	4,019	669
TOTAL OTHER	1,229	1,163	(66)	12,343	11,633	(710)	13,959	1,616
RESERVE PROVISIONS								
6600 Depreciation Expense	1,672	0	(1,672)	16,721	0	(16,721)	0	(16,721)
TOTAL RESERVE PROVISIONS	1,672	0	(1,672)	16,721	0	(16,721)	0	(16,721)
SERVICES INCOME								
7010 Tenants' Contrib-Core Services	15,391	18,050	(2,659)	169,725	180,500	(10,776)	216,600	(46,876)
7011 Meal Income	0	0	0	25	0	25	0	25
7030.1 State Subsidy-Core	11,300	10,750	550	112,692	107,500	5,192	129,000	(16,308)
7030.2 State Subsidy-Expanded Core	2,025	2,025	0	23,954	20,250	3,704	24,300	(346)
TOTAL SERVICES INCOME	28,716	30,825	(2,109)	306,396	308,250	(1,855)	369,900	(63,505)
SERVICES EXPENSE								
8101 Bookkeeping	745	746	1	7,593	7,458	(134)	8,950	1,358
8102 Housing Management Salaries	1,418	1,536	118	15,244	15,362	118	18,434	3,191
8105 Health Insurance	111	43	(68)	1,459	427	(1,032)	512	(947)
8105.1 Fringe Benefits-Pension	27	217	190	350	2,169	1,819	2,603	2,253
8106 Payroll Taxes 8106	277	368	91	3,162	3,682	519	4,418	1,256
8107 Worker's Compensation	19	16	(3)	192	158	(33)	190	(2)
8108 Contract Services	10,163	11,354	1,191	114,832	113,542	(1,290)	136,250	21,418
8201 Chore Service Salary	1,255	1,182	(73)	13,940	11,822	(2,118)	14,186	246
8202 Cleaning Of Common Areas	0	296	296	0	2,955	2,955	3,546	3,546
8204 Cleaning Supplies	0	196	196	2,022	1,958	(64)	2,350	328
8301.1 Food Services - Exc.	12,866	12,264	(602)	123,379	122,640	(739)	147,168	23,789
8303 Supplies/Utensils	227	179	(48)	797	1,788	990	2,145	1,348
8304 Utilities Expense	468	383	(85)	4,217	3,832	(385)	4,598	381
8402 Supplies	0	21	21	51	208	157	250	199
9001 Resident Services Coordinator	1,216	1,485	269	11,128	14,850	3,722	17,820	6,692
9002 Wellness/Preventive Program	150	540	390	12,800	5,400	(7,400)	6,480	(6,320)
TOTAL SERVICES EXPENSE	28,942	30,825	1,883	311,164	308,250	(2,914)	369,900	58,736
SURPLUS	886	601	286	31,675	6,007	25,668	7,208	24,467