

JACKSON HOUSING COMMISSION
REGULAR MEETING – May 17, 2017 at 12:00pm
Reed Manor Board Room
AGENDA

1. MEETING CALLED TO ORDER
 2. PLEDGE OF ALLEGIANCE
 3. ROLL CALL
Michelle Pultz- Orthaus, President
Michelle Woods, Vice-President
Gerald Montgomery, Commissioner
James Stark, Commissioner
Caroline Parker, Commissioner
 4. Public Comments (limited to 3 minutes)
 5. Approval of Regular Meeting Minutes: April 19, 2017
 6. Approval of Annual Meeting Minutes: April 26, 2017
 7. Approval of the Previously Paid Liabilities: April 2017
 8. RESOLUTIONS
Resolution No.2017-13: Collection Losses Write Offs May 2017
Resolution No.2017-14: Final FY 2017 Fair Market Rents-Washtenaw County
- DIRECTOR'S REPORTS
- Section 8
- Leasing and HAP Utilization Report*
- Public Housing
- Tenant Accounts Receivable*
 - Move Outs*
 - Vacant Unit Turnaround*
- Executive
- S8 Income Statement*
 - PH Income Statement*
 - Petty Cash Fund Register*
 - After Hours/Emergency Response Report*
 - Utility Costs and Consumption*
9. OTHER BUSINESS
 10. ADJOURNMENT

REGULAR MEETING: Chalet Terrace Community Room-June 21, 2017

Jackson Housing Commission

Regular Meeting

April 19, 2017

12:00pm

The Jackson Housing Commission Board of Commissioners held a Regular Meeting on April 19, 2017 in the Reed Manor Board Room. President Pultz-Orthaus called the meeting to order at 12:00pm. Upon roll call the following commissioners were present: Michelle Pultz-Orthaus, Michelle Woods, Gerald Montgomery, and Caroline Parker. The following commissioner was absent: James Stark.

Also present were:

Laurie Ingram, Executive Director
Shari Boyce, Section 8 Director
Tremachel Johnson, Finance Director
Chelsea Bryant, Executive Secretary

17-04-19-001 Public Comments

Members of the public were present; no comments were made.

17-04-19-002 Approval of the Minutes of the Regular Meeting held March 22, 2017

Commissioner Woods pointed out corrections needing to be made to the minutes. Ms. Ingram assured that mentioned errors were noticed and corrected prior to the meeting.

Commissioner Woods **MOVED** to approve with changes the Regular Meeting Minutes of the Board of Commissioners meeting held March 22, 2017. Commissioner Montgomery **SECONDED** and upon voice vote the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery
NAYS: None
ABSTAIN: C. Parker
ABSENT: J. Stark

17-04-19-003 Approval of the Previously Paid Liabilities: March 2017

Questions were asked and explanations were given for several expenditures. Ms. Ingram shared that payments made for purchasing and installing water heaters vary based on the time a water heater fails, time of installation and size of the product. Also, Jason Omo, Procurement Specialist advised that he is preparing a RFP for indefinite water heater quantities with the intent to establish a set price for the product and installation.

Commissioner Montgomery **MOVED** to approve Previously Paid Liabilities for March 2017. Commissioner Woods **SECONDED** and upon voice vote the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery, C. Parker
NAYS: None
ABSTAIN: None
ABSENT: J. Stark

17-04-19-004 Resolution No.2017-08: Collection Losses: April 2017

Commissioner Woods **MOVED** to approve the Collection Losses April 2017 in the amount of \$6,928.30. Commissioner Parker **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery, C. Parker

NAYS: None

ABSTAIN: None

ABSENT: J. Stark

17-04-19-005 Resolution No.2017:09: Repeal of Employee Step Increase Compensation Structure

Ms. Ingram stated that the revised compensation structure discussed during the previous BOC meeting will allow for smaller annual increases, as well as bonuses for eligible employees when the budget allows.

Commissioner Woods **MOVED** to approve the repeal of the current Employee Step Increase Compensation Structure. Commissioner Montgomery **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery, C. Parker

NAYS: None

ABSTAIN: None

ABSENT: J. Stark

17-04-19-006 Resolution No.2017:10: Merit Based Performance Evaluation System

Commissioner Woods **MOVED** to approve and implement a Merit Based Performance Evaluation System. Commissioner Parker **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery, C. Parker

NAYS: None

ABSTAIN: None

ABSENT: J. Stark

17-04-19-007 Resolution No.2017:11: Approval of Revised Employee Compensation Schedule

Commissioner Pultz-Orthaus explained that the approved resolution of the revised employee compensation schedule will be retroactive to April 1, 2017 per further approval by the City Council.

Commissioner Woods **MOVED** to approve the Revised Employee Compensation Schedule. Commissioner Montgomery **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery, C. Parker

NAYS: None

ABSTAIN: None

ABSENT: J. Stark

17-04-19-008 Resolution No. 2017-12: Approval of Revised Employee Handbook

Ms. Ingram outlined changes to the revised handbook that included legislative changes regarding safety shoes, drug testing requirements and the changes referencing the compensation schedule and addition of the Merit Based Employee Evaluation System.

Commissioner Montgomery **MOVED** to approve the revised the Employee Handbook.
Commissioner Woods **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, G. Montgomery, C. Parker

NAYS: None

ABSTAIN: None

ABSENT: J. Stark

17-04-19-009 Director's Reports

Staff gave reports regarding the Section 8 and Public Housing Programs.

Section 8

A. Leasing HAP Utilization Report

Public Housing

B. Tenant Accounts Receivables

C. Consolidated TARS

D. Move Outs

E. Vacant Unit Turnaround

Executive

F. S8 Income Statement

G. PH Income Statement

H. Petty Cash Fund Register

I. After Hours/Emergency Response Report

A discussion regarding the work order completion times indicated on the Emergency Response report took place. Pamela Stilson-Postma, Housing Manager, Reed Manor explained that the total elapsed time from the opening/closing of an emergency work order is not the actual hours worked by maintenance staff to complete the task. Denoted is the timeframe the work order was opened before the issue was resolved. Ms. Ingram mentioned that employees are paid for the actual time performing the task.

J. Utility Costs and Consumption

17-04-19-10 Other Business

- The Department of Housing and Urban Development removed the JHC s from Zero Threshold. However, the City of Jackson and the JHC will continue to work towards a resolution to the pending deed issue and the pension matters identified in audit.
- Teachout Security was selected security vendor for Reed Manor. Service will commence the week of 4/24/2017. Ms. Ingram reiterated that security remained a prevalent concern mentioned in both the 2016 and 2017 JHC Tenant Surveys.
- And Honeywell presented options for the Energy Performance Contract (EPC) that will improve energy efficiency and reduce utility cost. Four critical areas were addressed: LED Lighting upgrades, water retro fits, faucet replacements/low flow faucets and building envelope installation. A conference call is scheduled with Honeywell on Friday to further discuss plans for implementation.

Commissioner Woods **MOVED** to adjourn, Commissioner Montgomery **SECONDED**. All members of the board were in favor of adjournment.

The Regular Meeting held April 19, 2017 adjourned at 12:44pm.

Respectfully submitted,

Laurie Ingram, MBA, PHM
Executive Director

ATTESTED: _____
Michelle Pultz-Orthaus, President

Jackson Housing Commission

Annual Meeting

April 26, 2017

12:00pm

The Jackson Housing Commission Board of Commissioners held an Annual Meeting on April 26, 2017 in the Reed Manor Board Room. Vice-President Woods called the meeting to order at 12:05pm. Upon roll call the following commissioners were present: Michelle Woods, Gerald Montgomery, James Stark, and Caroline Parker. President Pultz-Orthaus was absent.

Also present were:

Laurie Ingram, Executive Director
Shari Boyce, Section 8 Director
Chelsea Bryant, Executive Secretary
Tremachel Johnson, Finance Director

17-04-26-001 WELCOME

Laurie Ingram welcomed those in attendance.

17-04-26-002 PUBLIC COMMENTS

Members of the public were present but no comments were made.

17-04-26-003 NOMINATION OF OFFICERS

Commissioner Montgomery nominated Michelle Pultz-Orthaus for President. Commissioner Parker **SECONDED** and upon roll call vote, the results were as follows:

AYES: M. Woods, G. Montgomery, J. Stark, C. Parker

NAYS: None

ABSTAIN: None

ABSENT: M. Pultz-Orthaus

Commissioner Stark nominated Michelle Woods for Vice-President. Commissioner Montgomery **SECONDED** and upon roll call vote, the results were as follows:

AYES: G. Montgomery, J. Stark, C. Parker

NAYS: None

ABSTAIN: M. Woods

ABSENT: M. Pultz-Orthaus

Jackson Housing Commission Officers 2017-2018

President
Vice-President

Michelle Pultz-Orthaus
Michelle Woods

17-04-26-04 ANNUAL REPORT

Ms. Ingram provided an extensive overview of the 2016 Annual Report. In doing, so she discussed key demographic information critical to addressing housing needs and filling gaps in supportive services offered to residents.

Some noteworthy accomplishments were reviewed:

- The series of conversations with HUD which led to JHC being released from Zero Threshold status, allowing the agency to make expenditures with minimal HUD oversight
- A partnership with Motivation Inc., the nation's leading expert on Section 3 to help draft, implement, and monitor JHC's Section 3 Policy, as well as provide training for vendors and residents
- A partnership with the Department of Health and Human Services that established dates where residents met with workers on site to complete applications for various DHHS services and address personal affairs
- Compassionate Ministries implemented several programs for residents on-site
- An all staff Bridges Out of Poverty Training instrumental in improving staff's interactions with the tenant population, was held for two days at the JHC
- A grant to establish a Youth Leadership Council for young residents at Chalet Terrace and Shahan Blackstone North was awarded to the JHC by the Jackson Community Foundation
- A partnership with Community Action Agency, providing part-time on-site case management services to support residents and address challenges affecting housing
- An Energy Performance Contract (EPC) with Honeywell guaranteed to improve energy efficiency and reduce utility cost

Opportunities for Funding Diversification and Additional Programing

- A recent grant award from the United Way of Jackson will allow the employment of a full-time case manager
- The JHC has partnered with area organizations to complete a Health Improvement Grant as part of the State Innovation Model (SIM) with the intent to reduce emergency health care utilization and make additional health care services available to residents on-site

JHC Increased Community Involvement and Representation

- Continuum of Care
- Health Improvement Organization
- Jackson Housing Alliance
- Financial Stability Alliance
- Substance Abuse Coalition

Also reviewed were the outcomes of the JHC 2017 Tenant Survey:

According to the responses from 102 residents, general resident satisfaction improved from last year. However, thirty-percent of residents expressed feelings of concern for safety despite that Jackson Police Department data revealed that the number actual police responses to Reed Manor were very insignificant. However, such findings inform that staff must continuously work to cultivate a safe environment for residents, as well as improve the perceptions and images of all JHC properties.

Survey responses also revealed that residents feel that they are treated with respect. Also, as many residents expressed that staff is approachable, knowledgeable and more accessible than reported in last year's survey. Most importantly, respondents overwhelmingly praised maintenance staff on their interactions with residents.

Moving Forward

Ms. Ingram stated that she wants to engage the board and staff in a formal strategic planning process during the upcoming fiscal year, with the focus of integrating more services, community advocacy and support for the housing needs in the City of Jackson.

Commissioner Montgomery **MOVED** to adjourn the Annual Meeting. Commissioner Parker **SECONDED**. All members of the board were in favor of adjournment.

The Annual Meeting on April 26, 2017 adjourned at 1:04pm.

Respectfully submitted,

Laurie Ingram, MBA, PHM
Executive Director

ATTESTED: _____
Michelle Pultz-Orthaus, President

Jackson Housing Commission
Check Register Summary Report
Section 8 Housing Voucher Prog
From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/07/2017	054514	SHARI BOYCE	90.19		(569,511.91)	Travel Springfield Ill Travel Springfield Ill
04/18/2017	054515	DBI BUSINESS INTERIORS	332.04		(569,843.95)	CUSTOMER# 224241 03JL5835 \$332.04
04/18/2017	054516	Jackson Housing Commission	22,116.26		(591,960.21)	SECTION 8 INSPECTION FEES SECTION 8 INSPECTION FEES
04/18/2017	054517	MLive Media Group	30.06		(591,990.27)	CUST ACCT# 20008879 # 0001990725
04/18/2017	054518	PC Solutions	158.79		(592,149.06)	CUST ID# JACKSON HOUSONG CO M17418 \$178.79
04/20/2017	054519	American Speedy Printing	42.00		(592,191.06)	ACCT# 7225 #38343 \$42.00
04/20/2017	054520	Blue Sea L.L.C.	18.00		(592,209.06)	1 INVOICE #2624 \$18.00 APRIL- JUNE 2017
04/20/2017	054521	Community Action Agency	520.84		(592,729.90)	TENANT SUPPORT SERVICES TENANT SUPPORT SERVICES- MARCH MONTH NINE
04/20/2017	054522	The SBAM Plan	2,235.45		(594,965.35)	SBAM ID# 92594 CID# 281224 CID# 281224 5.1.2017-5.31.2017
04/20/2017	054523	TRANS UNION LLC	7.45		(594,972.80)	CUST ID# 4408R0064047 #03730816 \$7.45
04/20/2017	054524	Jackson Transportation Authority	64.58		(595,037.38)	2 INVOICES #0027573-IN #0027591-IN
04/20/2017	054525	GLG PRINT	122.50		(595,159.88)	1 INVOICE #50847 \$122.50
Total:			25,738.16	0.00		

Jackson Housing Commission
Check Register Summary Report
Public Housing

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/05/2017	062282	Consumer Energy	1,406.00		(31,890,659.91)	Utility Reimbursement
04/18/2017	062285	ADECCO EMPLOYMENT SERVICES	577.20		(31,891,237.11)	CUSTOMER# 3075780 #68498921 \$577.20
04/18/2017	062286	APCO SUPPLY	390.60		(31,891,627.71)	ACCT# 178131 #1319910-00 \$130.20 #1321902-00 \$260.40
04/18/2017	062287	Aspen One Hour Heating & Air	458.00		(31,892,085.71)	2 INVOICES #366978 \$158.00 #366987 \$300.00 CFP
04/18/2017	062288	CASLER HARDWARE	13.28		(31,892,098.99)	ACCT# 33561 #1-13151 \$13.28
04/18/2017	062289	CONSUMERS ENERGY	69.92		(31,892,168.91)	2 INVOICES 103025491426 \$43.42 FINAL BILL 103025595762 \$26.50 FINAL BILL
04/18/2017	062290	DBI BUSINESS INTERIORS	178.04		(31,892,346.95)	CUST# 224241 #03JL5885 \$178.04
04/18/2017	062291	ETNA Supply	1,756.02		(31,894,102.97)	CUST# 4218 #S102164913.001 \$871.33 CFP #S102164331.003 \$406.56 CFP #S102167458.001 \$478.13 CFP
04/18/2017	062292	HAMMOND HARDWARE	337.10		(31,894,440.07)	CUST# 33515 B351596 \$224.77 C225661 \$3.33 C225541 \$22.49 C225646 \$23.35 C224941 \$11.68 C224983 \$51.48
04/18/2017	062293	JACKSON GLASS WORKS INC	184.00		(31,894,624.07)	CUST# JHOU #402807 \$184.00
04/18/2017	062294	KIMBERLY TRIPLETT	0.80		(31,894,624.87)	P-001-1165-06 FINAL ACCOUNTING VACATED UNIT ON 2/27/2017
04/18/2017	062295	MCGOWAN ELECTRIC SUPPLY INC	304.19		(31,894,929.06)	CUST ID#101263 #1265793 \$173.76 #1264881 \$45.00 #1264880 \$85.43
04/18/2017	062296	MENARDS - JACKSON	1,108.34		(31,896,037.40)	ACCT# 31610470

Jackson Housing Commission
Check Register Summary Report
 Public Housing

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/18/2017	062297	MLive Media Group	1,231.41		(31,897,268.81)	ACCT# 20008879 #0001990725 \$1231.41
04/18/2017	062298	MODERN WASTE SYSTEMS	5,876.56		(31,903,145.37)	ACCT# 23056 INV# 54391 \$5876.56
04/18/2017	062299	PC Solutions	624.90		(31,903,770.27)	CUST ID# JACKSON HOUSING CO #M17485 \$148.50 #M17418 \$476.40
04/18/2017	062300	PDQ SUPPLY, INC.	45.62		(31,903,815.89)	CUST ACCT# 118660 #SI-250712 \$45.62
04/18/2017	062301	SAFETY SYSTEMS INC	713.02		(31,904,528.91)	CUST# 00938 #467720 \$219.00 #467652 \$219.00 #467708 \$180.02 #58944 \$95.00
04/18/2017	062302	SMALL APPLIANCE & VACUUM	69.95		(31,904,598.86)	1 INVOICE VACUUM REPAIR FOR REED \$69.95
04/10/2017	062303	TILE HELPING HAND HANDYMAN	1,700.00		(31,906,298.00)	2 INVOICE3 # 1025 \$850.00 # 1024 \$850.00
04/18/2017	062304	Trail Supply LLC	469.55		(31,906,768.41)	ACCT# 10014 # 35376 \$101.60 # 35469 \$367.95
04/18/2017	062305	White & Hotchkiss, PLLC	450.00		(31,907,218.41)	FILE # 1919 INV# 80463 \$450.00
04/18/2017	062306	WILMAR INDUSTRIES	759.00		(31,907,977.41)	ACCT# 70585 396270829 \$198.52 397115163 \$29.68 397382540 \$530.80
04/18/2017	062307	Jackson Housing Commission	26,060.10		(31,934,037.51)	PH MANAGEMENT FEES - APRIL PH MANAGEMENT FEES- APRIL
04/20/2017	062308	A-1 LOCK SHOP	323.00		(31,934,360.51)	2 INVOICES

Jackson Housing Commission
Check Register Summary Report
Public Housing

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/20/2017	062309	ACE ROOFING	475.00		(31,934,835.51)	1 INVOICE REPAIR H- BUILDING 6 SHINGLES, 23 SMALL ROOF VENTS AND 3 LARGE ROOF VENTS
04/20/2017	062310	ADECCO EMPLOYMENT SERVICES	592.00		(31,935,427.51)	CUST# 3075780 #68509814 \$592.00
04/20/2017	062311	American Speedy Printing	126.00		(31,935,553.51)	ACCT# 7225 #38343 \$126.00
04/20/2017	062312	Aspen One Hour Heating & Air	598.00		(31,936,151.51)	ACCT# 151323 #367127 \$300.00 CFP #367121 \$298.00
04/20/2017	062313	Blue Sea L.L.C.	54.00		(31,936,205.51)	1 INVOICE #2624 \$54.00 APRIL- JUNE 2017
04/20/2017	062314	Brooklyn Plumbing, Heating & A/C, Inc	1,564.68		(31,937,770.19)	4 INVOICES #650464 \$311.19 CFP #650532 \$354.57 CFP #650530 \$445.60 #650522 \$453.32 CFP
04/20/2017	062315	CASLER HARDWARE	9.48		(31,937,779.67)	CUST ACCT# 33561 #13043 \$9.40
04/20/2017	062316	Cochran Electric Co.	85.00		(31,937,864.67)	CUST ID# JAXHOUSING #21017 \$85.00
04/20/2017	062317	Community Action Agency	1,562.49		(31,939,427.16)	TENANT SUPPORT SERVICES MARCH TENANT SUPPORT SERVICES MARCH MONTH NINE
04/20/2017	062318	DBI BUSINESS INTERIORS	201.28		(31,939,628.44)	CUST# 224241 #03JL9240 \$76.97 #03JL7596 \$76.93 #03JL8242 \$47.38
04/20/2017	062319	Firestone Complete Auto Care	47.98		(31,939,676.42)	1 INVOICE OIL CHANGE FOR 2011 FORD F250 SUPER DUTY XL
04/20/2017	062320	HAMMOND HARDWARE	75.97		(31,939,752.39)	CUST# 33515 C226395 \$37.78

Jackson Housing Commission
Check Register Summary Report
Public Housing

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/20/2017	062321	JACKSON KEY WORKS	447.40		(31,940,199.79)	1 INVOICE #1033 \$447.40 SINGLE, DOUBLE CORES AND KEYS
04/20/2017	062322	Jackson Transportation Authority	202.06		(31,940,401.85)	2 INVOICES #0027591-IN #0027573-IN
04/20/2017	062323	Knibloe Hardware	8.96		(31,940,410.81)	ACCT# 10152 #195661 \$8.96
04/20/2017	062324	LIBERTY ENVIRONMENTALISTS,	82.00		(31,940,492.81)	8 INVOICES #159518 \$10.00 #159542 \$11.00 #159509 \$10.00 #159558 \$11.00 #159531 \$10.00 #159526 \$10.00 #159563 \$10.00 #159595 \$10.00
04/20/2017	062325	LUCINDA MCGINNIS	243.00		(31,940,735.81)	REED MANOR TENANT ASSOC. RMTA - SITPEND \$ 170.00 SUPPLIES \$73.00 APRIL
04/20/2017	062326	MENARDS - JACKSON	268.42		(31,941,004.23)	ACCT# 31610470 #85426 \$26.02 #85096 \$148.77 #84550 \$71.75 #84587 \$21.88
04/20/2017	062327	MODERN WASTE SYSTEMS	50.00		(31,941,054.23)	1 INVOICE #24448V \$50.00
04/20/2017	062328	PC Solutions	228.75		(31,941,282.98)	CUST ID# JACKSON HOUSING CO M17551 \$30.00 M17552 \$198.75
04/20/2017	062329	PDQ SUPPLY, INC.	182.50		(31,941,465.48)	CUST# 118660 # SI-251330 \$182.50
04/20/2017	062330	ROBERT WARD	7.00		(31,941,472.48)	P-002-3339-13 FINAL ACCOUNTING VACATED UNIT ON 3/30/2017
04/20/2017	062331	Rooney's Sewer Service	270.00		(31,941,742.48)	3 INVOICES

Check Register Summary Report

Public Housing

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/20/2017	062332	SAFETY SYSTEMS INC	162.00		(31,941,904.48)	#INV-3704 \$90.00 #INV-3699 \$90.00 #INV-3600 \$90.00
04/20/2017	062333	SCHEER, GREENE AND BURKE, CO.	157.50		(31,942,061.98)	ACCT# 00938 #58890 \$75.00 #58891 \$87.00
04/20/2017	062334	STAMPACO	105.80		(31,942,167.78)	1 INVOICE #0004430192 ARPS, MARA
04/20/2017	062335	TAMMY ELLIS	21.00		(31,942,188.78)	2 INVOICES #31480 \$45.95 #31494 \$59.85
04/20/2017	062336	The SBAM Plan	13,372.00		(31,955,560.78)	P-002-3275-13 FINAL ACCOUNTING
04/20/2017	062337	THE HELPING HAND HANDYMAN	1,350.00		(31,956,910.78)	SBAM ID# 92594 CID# 281224 CID# 281224 05.01.2017-05.31.2017
04/20/2017	062338	Trail Supply LLC	996.47		(31,957,907.25)	1 INVOICE # 1026 \$1350 202 JANKE 309 MOORMAN 136 SHAHAN
04/20/2017	062339	TRANS UNION LLC	284.95		(31,958,192.20)	ACCT# 10014 #35420 \$990.47
04/20/2017	062340	WILMAR INDUSTRIES	839.42		(31,959,031.62)	CUST# 4408R0064047 #03730816 \$284.95
04/20/2017	062341	CONSUMERS ENERGY	19,164.96		(31,978,196.58)	ACCT#70585 #397382557 \$347.22 #397669995 \$280.16 #397382532 \$212.04
04/20/2017	062342	APCO SUPPLY	334.24		(31,978,530.82)	12 INVOICES 100071426553 \$48.35 100071426819 \$17.05 100035145554 \$2310.23 100035146164 \$1388.88 100000120954 \$1102.71 100035145687 \$218.30 100034185205 \$139.07 100000120905 \$1969.50 100000120764 \$6336.94 100000120798 \$4232.19 100075348977 \$58.45 100000120855 \$1413.29

Jackson Housing Commission
Check Register Summary Report
 Public Housing

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/20/2017	062343	GLG PRINT	98.00		(31,978,628.82)	#1326359-00 \$334.24
04/27/2017	062344	PC Solutions	11,111.92		(31,989,740.74)	1 INVOICE #50847 \$98.00
						JACKSON HOUSING CO \$11,111.92 DOWN PAYMENT FOR SECURITY CAMERA WORK. WHICH IS 50% OF BALANCE

Total: 100,486.83 0.00

Jackson Housing Commission
Check Register Summary Report
General COCC Account
From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/06/2017	002829	TREMACHEL JOHNSON	73.98		(989,829.60)	REIMBURSEMENT GORDON'S \$73.98
04/18/2017	002830	MICHIGAN DEPT. OF TECHNOLOGY,	180.00		(990,009.60)	MIDEAL-1599 MIDEAL-1599 JAN 1 2017- DEC 31 2017
04/18/2017	002831	Deborah Davis	101.17		(990,110.77)	TRAINING DEB DAVIS MICHIGAN WORKS TRAINING DETROIT MI ON 4.12.2017
04/18/2017	002832	HireRight, Inc.	25.78		(990,136.55)	CUST# 300245 #G2141712 \$25.78
04/18/2017	002833	Lakeshia Baker	88.92		(990,225.47)	TRAINING LAKESHIA BAKER SKILLPATH TRAINING LANSING MI 4.10.2017
04/18/2017	002834	MLive Media Group	30.07		(990,255.54)	CUST ACCT# 20008879 INV# 0001990725 \$30.07
04/18/2017	002835	PC Solutions	158.80		(990,414.34)	CUST ID# JACKSON HOUSING CO M17418 \$158.80
04/18/2017	002836	SCOTT ACCOUNTING & COMPUTER	60.00		(990,474.34)	CUST# 11421 # 129896 \$60.00
04/18/2017	002837	SMALL BUSINESS ASSOCIATION OF	349.00		(990,823.34)	SBAM MEMBER#92594 VIP MEMEBERSHIP UPGRADE
04/18/2017	002838	THE WATER STORE INC	39.25		(990,862.59)	1 INVOICE #999619 \$39.25
04/20/2017	002839	American Speedy Printing	42.00		(990,904.59)	1 INVOICE # 38343 \$42.00
04/20/2017	002840	Blue Sea L.L.C.	18.00		(990,922.59)	1 INVOICE #2624 APRIL-JUNE 2017
04/20/2017	002841	COMCAST	501.96		(991,424.55)	5 INVOICES 8529114280369913 \$126.53 316 BARBERRY 8529114280358478 \$89.90 410 E HIGH 8529114280369921 \$12.18

Jackson Housing Commission
Check Register Summary Report

General COCC Account

From: 04/01/2017 To: 04/30/2017

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
04/20/2017	002842	Pentiuk, Couvreur & Kobijak, P.C	1,392.00		(992,816.55)	221 JANKE 8529114280363940 \$166.82 301 STEWART OFC 8529114280104708 \$106.53 109 SHAHAN
04/20/2017	002843	The SBAM Plan	8,104.69		(1,000,921.24)	SBAM ID# 92594 CID# 281224 CID# 281225 05.01.2017-05.31.2017
04/20/2017	002844	PC Solutions	11,111.92		(1,012,033.16)	JACKSON HOUSING CO \$11,111.92 DOWN PAYMENT FOR SECURITY CAMERA WORK. WHICH IS 50% OF BALANCE
04/20/2017	002844	**VOID** PC Solutions	(11,111.92)		(1,000,921.24)	JACKSON HOUSING CO Void Refer 002844 ADDED TO WRONG ACCOUNT
04/20/2017	002845	GLG PRINT	24.50		(1,000,945.74)	1 INVOICE #50847 \$24.50
04/26/2017	002846	First National Bank Omaha	1,043.95		(1,001,989.69)	ACCT# 4988659183672469 ACCT# 4988659183672469 \$1043.95
Total:			12,234.07	0.00		

Jackson Housing Commission
Jackson, MI

The following Resolution was introduced by _____ read in full and considered:

RESOLUTION NO. 2017-13

Pursuant to the Uncollectible Tenants Accounts Policy which authorizes the Commission to write off delinquent accounts after 3 months as shown below:

AMP 1: Chalet Terrace	\$ 2,024.20
AMP 2: Reed Manor	\$ 495.10
AMP 3: Shahan-Blackstone Apts.	\$ -0-
Total	\$ 2,519.30

The attached Collection Losses Report reflects the delinquent amount of **\$2,519.30** and is hereby approved for fiscal year 2017 write-off.

Commissioner _____ **MOVED** to adopt the foregoing Resolution as read.
Commissioner _____ **SECONDED** the motion and by voice vote the
"AYES" and "NAYS" were as follows:

AYES:
NAYS:
ABSTAIN:
ABSENT:

_____ declared the motion carried and the Resolution adopted.

I hereby certify that the above Resolution was adopted at a Regular Meeting of the Jackson Housing Commission on May 17, 2017.

Michele Pultz-Orthaus
President

Collection Losses Report
Three Month or Greater
May 2017

Property	Account	Move Out	Amount
Chalet Terrace	P -001-7642-06	2/06/17	\$2,024.20
Reed Manor	P -002-3361-13	2/14/17	\$ 203.10
Reed Manor	P -002-4482-10	2/06/17	\$ 292.00

Property	Total
Chalet Terrace	\$2,024.20
Reed Manor	\$ 495.10
Shahan Blackstone North	-0-
Total Write Off	\$2,519.30

JACKSON HOUSING COMMISSION
JACKSON, MICHIGAN

The following Resolution was introduced by President Pultz-Orthaus, read in full and considered:

RESOLUTION NO. 2017-14

WHEREAS the U.S. Department of Housing and Urban Development has published data on the Federal Fiscal Year 2017 Section 8 Housing Choice Voucher Program Fair Market Rents to be effective June 1, 2017;

WHEREAS HUD requires PHAs to establish Payment Standards annually;

THEREFORE BE IT RESOLVED THAT the Commission hereby approves the attached Fair Market Rent Schedule for Western Washtenaw County inclusive of and through the eastern portion of Dexter, Lima, Freedom and Bridgewater Township and establishes unit Housing Assistance Payment Standards between ninety and one hundred and ten percent of the Fair Market Rents to be effective June 1, 2017 as follows:

No of Bedrooms	FMR	PYM STD
0	\$ 797	\$ 797
1	\$ 850	\$ 850
2	\$ 1,025	\$ 1,025

_____ **MOVED** that the Resolution be adopted as introduced and read.

_____ **SUPPORTED** the motion, and, upon roll call the "AYES" and "NAYS" were as follows:

AYES:
NAYS:
ABSTAIN:
ABSENT:

_____ declared the motion carried and the Resolution was adopted. I hereby certify that the above Resolution was adopted at a Regular Meeting of the Jackson Housing Commission held May 17, 2017.

Michelle Pultz-Orthaus
President



FY 2017 FAIR MARKET RENT DOCUMENTATION SYSTEM

The Final FY 2017 FMRs for All Bedroom Sizes

Final FY 2017 & Final FY 2016 FMRs By Unit Bedrooms

Year	<u>Efficiency</u>	<u>One- Bedroom</u>	<u>Two- Bedroom</u>	<u>Three- Bedroom</u>	<u>Four- Bedroom</u>
Final FY 2017 FMR	\$797	\$850	\$1,025	\$1,407	\$1,765
Final FY 2016 FMR	\$769	\$851	\$1,019	\$1,396	\$1,779
Percentage Change	3.6%	-0.1%	0.6%	0.8%	-0.8%

Washtenaw County, Michigan is part of the Ann Arbor, MI MSA, which consists of the following counties: Washtenaw County, MI. All information here applies to the entirety of the Ann Arbor, MI MSA.

Fair Market Rent Calculation Methodology

Show/Hide Methodology Narrative

Fair Market Rents for metropolitan areas and non-metropolitan FMR areas are developed as follows:

1. 2010-2014 5-year American Community Survey (ACS) estimates of 2-bedroom adjusted standard quality gross rents calculated for each FMR area are used as the new basis for FY2017 provided the estimate is statistically reliable. For FY2017, the test for reliability is whether the margin of error for the estimate is less than 50% of the estimate itself.

If an area does not have a reliable 2010-2014 5-year, HUD checks whether the area has had at least minimally reliable estimate in any of the past 3 years, or estimates that meet the 50% margin or error test described above. If so, the FY2017 base rent is the average of the inflated ACS estimates.

If an area has not had a minimally reliable estimate in the past 3 years, the estimate State for the area's corresponding metropolitan area (if applicable) or State non-metropolitan area is used as the basis for FY2017.

2. HUD calculates a recent mover adjustment factor by comparing a 2014 1-year 40th percentile recent mover 2-bedroom rent to the 2010-2014 5-year 40th percentile adjusted standard quality gross rent. If either the recent mover and non-recent mover rent estimates are not reliable, HUD uses the recent mover adjustment for a larger geography. For metropolitan areas, the order of geographies examined is: FMR Area, Entire Metropolitan Area (for Metropolitan Sub-Areas), State Metropolitan Portion, Entire State, and Entire US; for non-metropolitan areas, the order of geographies examined is: FMR Area, State Non-Metropolitan Portion, Entire State, and Entire US. The recent mover adjustment factor is floored at one.
3. HUD calculates the appropriate recent mover adjustment factor between the 5-year data and the 1-year data and applies this to the 5-year base rent estimate.
4. Rents are calculated as of 2015 using the relevant (regional or local) change in gross rent Consumer Price Index (CPI) from annual 2014 to annual 2015.
5. All estimates are then inflated from 2015 to FY2017 using a national trend factor based on the forecast of gross rent changes through FY2017.
6. FY2017 FMRs are then compared to a State minimum rent, and any area whose preliminary FMR falls below this value is raised to the level of the State minimum.

The results of the Fair Market Rent Step-by-Step Process

1. The following are the 2014 American Community Survey 5-year 2-Bedroom Adjusted Standard Quality Gross Rent estimate and margin of error for Ann Arbor, MI MSA.

Area	ACS ₂₀₁₄ 5-Year 2-Bedroom Adjusted Standard Quality Gross Rent	ACS ₂₀₁₄ 5-Year 2-Bedroom Adjusted Standard Quality Gross Rent Margin of Error	Ratio	Result
Ann Arbor, MI MSA	\$915	\$12	$\frac{\$12}{\$915} = 0.013$	0.013 < .5 Use ACS ₂₀₁₄ 5-Year Ann Arbor, MI MSA 2-Bedroom Adjusted Standard Quality Gross Rent

Since the ACS₂₀₁₄ Margin of Error Ratio is less than .5, the ACS₂₀₁₄ Ann Arbor, MI MSA value is used for the estimate of 2-Bedroom Adjusted Standard Quality Gross Rent:

Area	ACS ₂₀₁₄ Rent
Ann Arbor, MI MSA	\$915

2. A recent mover adjustment factor is applied based on the smallest area of geography which contains Ann Arbor, MI MSA and has an ACS₂₀₁₄ 1-year Adjusted Standard Quality Recent-Mover estimate with a Margin of Error Ratio that is less than .5.

Area	ACS ₂₀₁₄ 1-Year Adjusted Standard Quality Recent-Mover Gross Rent	ACS ₂₀₁₄ 1-Year Adjusted Standard Quality Recent-Mover Gross Rent Margin of Error	Ratio	Result
Ann Arbor, MI MSA - 2 Bedroom	<u>\$956</u>	\$44	0.046	0.046 < .5 Use ACS ₂₀₁₄ 1-Year Ann Arbor, MI MSA 2-Bedroom Adjusted Standard Quality Recent-Mover Gross Rent

The smallest area of geography which contains Ann Arbor, MI MSA and has an ACS₂₀₁₄ 1-year Adjusted Standard Quality Recent-Mover estimate with a Margin of Error Ratio that is less than .5 is Ann Arbor, MI MSA.

3. The calculation of the relevant Recent-Mover Adjustment Factor for Ann Arbor, MI MSA is as follows:

ACS ₂₀₁₄ 5-Year Area	ACS ₂₀₁₄ 5-Year 40th Percentile Adjusted Standard Quality Gross Rent	ACS ₂₀₁₄ 1-Year 40th Percentile Adjusted Standard Quality Recent-Mover Gross Rent
Ann Arbor, MI MSA - 2 Bedroom	<u>\$915</u>	<u>\$956</u>

Area	Ratio	Recent-Mover Adjustment Factor
Ann Arbor, MI MSA	$\frac{\$956}{\$915} = 1.045$	$1.045 \geq 1.0$ Use calculated Recent-Mover Adjustment Factor of 1.045

4. The calculation of the relevant CPI Update Factors for Ann Arbor, MI MSA is as follows: HUD updates the 2014 intermediate rent with the ratio of the annual 2015 local or regional CPI to the annual 2014 local or regional CPI to establish rents as of 2015.

Update Factor	Type
---------------	------

Leasing and HAP Utilization

CY 2017

A	B	C	D	E	F	G	H	I	J	K	L
Month	HAP Funded	Total HAP & URP	HAP Utilization	UML	Avg PUC	% Leased	UMA	Fraud Recovery	Interest Income	Excess/(Deficiency)	NRF Available
Balance Forward											289,281
January	000,000	209,149	0.0%	460	454.67	96.9%	475	452	5		80,589
February	214,217	215,112	100.5%	469	458.66	98.8%	475	1,031	3	(895)	80,728
March	212,241	219,062	103.3%	469	467.08	98.8%	475	1,286	2	(6,821)	75,195
April	212,241	215,003	101.3%	461	466.38	97.1%	475	726	6	(2,762)	73,165
May											
June											
July											
August											
September											
October											
November											
December	\$638,699	\$858,326	101.7%	1859	\$461.70	97.9%	1900	\$3,495	\$16	(\$10,578)	\$73,165

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
 Public Housing - April 2017
 Project: 001 - Chalet Terrace

A. Basic Identification Data

3. Total Units Available: 128 5. Fiscal Year Beginning: 04/01/2017 6. Report Period Ending Date: 04/30/2017

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 127 2. Total Charges: 29,343.76 3. Dwelling Rental: 27,975.26 4. Retroactive Rent: 0.00 5. Excess Utility: 357.50 6. Additional Charges: 1,011.00

C. Receivables

Tenants in Possession (TIP)	No. of Accounts Delinquent	Accounts Receivable				Amounts Delinquent
		Dwelling Rental	Retroactive Rent	Excess Utility	Additional Charges	
One Month or Less Delinquent	9	199.00	0.00	14.50	728.34	941.84
Over One Month Delinquent	39	1,664.00	0.00	72.50	17,016.52	18,753.02
Total for TIP	48					19,694.86
Vacated TAR	3					2,188.20
Total	51					21,883.06

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	30	16,236.82
Under Formal Repayment Agreement with Payments Up-to-Date	30	16,236.82
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	18	3,458.04

E. Percentage Analysis

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date)	Prior FY (one year to date)	Previous FY (two years to date)
	04/30/2017	04/30/2016	04/30/2015
1. Percent of Accounts Delinquent to No. of Tenants In Possession	38	50	50
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	12	33	41

F. Collection Losses

1. Amount Charged to Loss this Period 5,572.10
 2. Amount Charged to Loss this Year to Date 5,572.10

Report of Tenants Accounts Receivable (TARs)

Public Housing - April 2017

Project: 002 - Reed Manor

A. Basic Identification Data

3. Total Units Available: 292 5. Fiscal Year Beginning: 04/01/2017 6. Report Period Ending Date: 04/30/2017

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 291 2. Total Charges: 59,861.50 3. Dwelling Rental: 58,566.50 4. Retroactive Rent: 227.00 5. Excess Utility: 4.00 6. Additional Charges: 1,164.00

C. Receivables

Tenants in Possession (TIP)

	No. of Accounts Delinquent	Accounts Receivable				Amounts Delinquent
		Dwelling Rental	Retroactive Rent	Excess Utility	Additional Charges	
One Month or Less Delinquent	22	525.50	0.00	3.00	578.95	1,107.45
Over One Month Delinquent	69	4,046.23	284.00	1.00	24,446.62	28,777.85
Total for TIP	91					29,885.30
Vacated TAR	11					7,121.40
Total	102					37,006.70

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	46	22,315.07
Under Formal Repayment Agreement with Payments Up-to-Date	46	22,315.07
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	45	7,570.23

E. Percentage Analysis

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date)	Prior FY (one year to date)	Previous FY (two years to date)
	04/30/2017	04/30/2016	04/30/2015
1. Percent of Accounts Delinquent to No. of Tenants In Possession	31	24	38
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	13	9	25

F. Collection Losses

1. Amount Charged to Loss this Period	375.10
2. Amount Charged to Loss this Year to Date	375.10

Report of Tenants Accounts Receivable (TARs)

Public Housing - April 2017
 Project: 003 - Shahan-Blackstone

A. Basic Identification Data

3. Total Units Available: 120 5. Fiscal Year Beginning: 04/01/2017 6. Report Period Ending Date: 04/30/2017

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 117 2. Total Charges: 16,771.33 3. Dwelling Rental: 15,781.33 4. Retroactive Rent: -60.75 5. Excess Utility: 25.00 6. Additional Charges: 1,025.75

C. Receivables

Tenants in Possession (TIP)	No. of Accounts Delinquent	Accounts Receivable				Amounts Delinquent
		Dwelling Rental	Retroactive Rent	Excess Utility	Additional Charges	
One Month or Less Delinquent	9	269.20	0.00	0.00	329.50	598.70
Over One Month Delinquent	30	1,633.00	0.00	138.12	6,678.56	8,449.68
Total for TIP	39					9,048.38
Vacated TAR	2					1,337.00
Total	41					10,385.38

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	16	5,688.57
Under Formal Repayment Agreement with Payments Up-to-Date	16	5,688.57
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	23	3,359.81

E. Percentage Analysis

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date)	Prior FY (one year to date)	Previous FY (two years to date)
	04/30/2017	04/30/2016	04/30/2015
1. Percent of Accounts Delinquent to No. of Tenants In Possession	33	37	31
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	20	43	64

F. Collection Losses

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	0.00

**Jackson Housing Commission
Move Out Report
April 2017**

AMP	Account	Move Out Date	Reason
Reed Manor	P -002-3275-13	4/03/2017	Deceased
Reed Manor	P -002-3267-07	4/10/2017	Non-Payment
Reed Manor	P -002-3320-08	4/10/2017	Non-Payment
Reed Manor	P -002-4485-05	4/13/2017	Non-Payment
Reed Manor	P -002-4425-08	4/17/2017	Transfer
Reed Manor	P -002-4464-05	4/28/2017	Notice Given

PHAS - Vacant Unit Turnaround Time

Public Housing

for Units Re-Occupied between: 04/01/2017 and 04/30/2017

Prj-Unit	Street	Apt #	Vacated	Issued to Maintenance	Down-Time Days	Maintenance Completed	Make-Ready Days	Re-Occupied	Lease-Up Days	Vacancy Days	Capital Funds	Exempt Days		
												Down Time	Make Ready	Lease Up
001-7636	1014 Chittock		01/20/2017	01/20/2017	0	04/03/2017	73	04/19/2017	15	88	0	0	0	
003-5518	110 Shahan Drive		02/06/2017	02/07/2017	0	03/30/2017	52	04/06/2017	6	58	0	0	0	
002-3234	301 Steward Ave	B-11	03/02/2017	03/02/2017	0	03/03/2017	1	04/01/2017	28	29	0	0	0	
003-6573	330 Moorman Drive		03/12/2017	03/14/2017	1	04/10/2017	28	04/17/2017	6	35	0	0	0	
001-1171	325 Barbary Drive		03/13/2017	03/13/2017	0	03/22/2017	9	04/12/2017	20	29	0	0	0	
003-6566	323 Moorman Drive		03/13/2017	03/14/2017	0	04/21/2017	39	04/24/2017	2	41	0	0	0	
001-1169	319 Barbary Drive		03/26/2017	03/27/2017	0	04/05/2017	10	04/18/2017	12	22	0	0	0	
001-1150	1232 Heather Lane		03/27/2017	03/27/2017	0	04/06/2017	10	04/19/2017	12	22	0	0	0	
002-3275	301 Steward Ave	E-2	04/03/2017	04/03/2017	0	04/07/2017	4	04/13/2017	5	9	0	0	0	
002-3267	301 Steward Ave	D-20	04/10/2017	04/10/2017	0	04/12/2017	1	04/12/2017	0	1	0	0	0	
002-3320	301 Steward Ave	F-21	04/10/2017	04/10/2017	0	04/17/2017	7	04/28/2017	10	17	0	0	0	
002-3267	301 Steward Ave	D-20	04/12/2017	04/12/2017	0	04/12/2017	0	04/19/2017	6	6	0	0	0	
002-4485	315 Steward Avenue	I-72	04/13/2017	04/13/2017	0	04/19/2017	6	04/24/2017	4	10	0	0	0	
002-3331	301 Steward Avenue	G-6	04/17/2017	04/17/2017	0	04/20/2017	2	04/20/2017	0	2	0	0	0	
002-4425	315 Steward Avenue	I-12	04/17/2017	04/17/2017	0	04/24/2017	7	04/28/2017	3	10	0	0	0	
Total Units:							1	249	129	379	0	0	0	

Jackson Housing Commission

PHAS - Vacant Unit Turnaround Time

Public Housing

for Units Re-Occupied between: 04/01/2017 and 04/30/2017

Element # - Description	
V12400 - Total number of turnaround days:	379
V12500 - Total number of vacancy days exempted for Capital Funds:	0
V12600 - Total number of vacancy days exempted for other reasons:	0
V12700 - Total number of vacant units turned around:	15
V12800 - Average number of days units were in down time:	0.07
V12900 - Average number of days units were in make-ready:	16.60
V13000 - Average number of days units were in lease-up:	8.60
V13100 - Average unit turnaround days:	25.27

Jackson Housing PH AMP 1

Board Operating Statement

Preview

April, 2017

Monthly Totals

Year-to-Date Totals

Income

Dwelling Rent	26,873.00	26,873.00
Interest Earned	70.26	70.26
Other Income	2,006.55	2,006.55
Subsidy Earned	147,649.83	147,649.83

Operating Income

176,599.64 **176,599.64**

Expenses

Administrative Salaries	5,444.80	5,444.80
Legal Expense	49.41	49.41
Sundry - Administrative	345.58	345.58
Management Fee Expense	7,529.05	8,510.37
Tenant Services - Contract	520.83	520.83
Electricity	12,568.09	12,568.09
Gas	93.86	93.86
Other Utilities Expense	225.72	225.72
Labor	10,219.49	10,219.49
Materials	1,992.06	1,992.06
Contract Cost	941.79	941.79
Garbage	1,704.20	1,704.20
Insurance-Comp Liability	943.90	943.90
Employee Benefits - Maint	4,847.28	4,847.28

Operating Expenses

47,426.06 **48,407.38**

Operating Profit / (Loss)

129,173.58 **128,192.26**

Non-Operating Expenses

Total Operating Funds Available

129,173.58 **128,192.26**

Retained Earnings

128,192.26

Jackson Housing Commission PH AMP 1**Balance Sheet****Assets**

Current assets:	Apr-17
Cash	44,310.66
A/R due from COCc	22,520.95
Allowance for Doubtful Accounts	(4,160.53)
Tenants A/R	27,343.78
A/R Other	13,306.49
Accounts Receivable from AMP2	321,110.61
Accounts Receivable from AMP1	284,473.75
Prepaid Insurance	22,860.94
Deferred Compensation	(2,051.25)
CFP HUD Rec/Deferred Revenue	(546,740.28)
Total current assets	182,980.12

Fixed assets:

Property and equipment	5,475,117.70
Leasehold improvements	63,357.84
Less accumulated depreciation	(4,106,742.55)
Total fixed assets	1,431,732.99

Total assets **1,614,713.11****Liabilities and owner's equity**

Current liabilities:

Accounts payable other	(62,509.74)
Tenants Security Deposit	18,719.27
Supplemental Insurance W/H	39,492.62
Accrued Comp Absences	4,426.18
pilot Accrued	10,210.71
Total current liabilities	10,339.04

Long-term liabilities:

Comp Absences	6,794.20
Total long-term liabilities	6,794.20
Total liabilities	17,133.24

Owner's equity:

Capitalized Assets	1,431,935.62
Unrestricted Assets	37,451.99
Current Year Net Income (Loss)	128,192.26
Total owner's equity	1,597,579.87

Total liabilities and owner's equity **1,614,713.11**

Balance -

Jackson Housing PH AMP 2

Board Operating Statement

Preview

April, 2017

Monthly Totals

Year-to-Date Totals

Income

Dwelling Rent	58,880.00	58,880.00
Other Income	2,128.27	2,128.27
Subsidy Earned	243,664.59	243,664.59

Operating Income

304,672.86 **304,672.86**

Expenses

Administrative Salaries	4,760.00	4,760.00
Legal Expense	24.49	24.49
Sundry-Administrative	758.29	758.29
Management Fee Expense	16,413.69	17,540.73
Tenant Services - Contract	520.83	520.83
Electricity	6,336.94	6,336.94
Labor	15,145.78	15,145.78
Materials	2,494.87	2,494.87
Contract Cost	12,806.94	12,806.94
Garbage	2,086.18	2,086.18
Insurance-Comp Liability	1,566.80	1,566.80
Employee Benefits - Maint	6,814.99	6,814.99

Operating Expenses

69,729.80 **70,856.84**

Operating Profit / (Loss)

234,943.06 **233,816.02**

Non-Operating Expenses

Total Operating Funds Available

234,943.06 **233,816.02**

Retained Earnings

233,816.02

Jackson Housing Commission PH AMP 2**Balance Sheet****Assets**

Current assets:	Apr-17
Cash	876,349.43
Allowance for Doubtful Accounts	72,532.54
Accounts Receivable AMP 1	41,980.76
General Investments Investments	413,414.12
Prepaid Insurance	16,736.15
CFP HUD Rec/Deferred Revenue	(33,539.29)
Total current assets	1,387,473.71

Fixed assets:

Property and equipment	14,649,241.16
Leasehold improvements	1,221,847.00
Less accumulated depreciation	(10,912,659.95)
Total fixed assets	4,958,428.21

Total assets **6,345,901.92****Liabilities and owner's equity**

Current liabilities:	
Accounts payable other	12,623.18
Tenants Security Deposit	41,821.61
Supplemental Insurance W/H	373,685.14
A/P to AMP 1	100,725.19
A/P Due to COCC	3,645.70
Accrued Comp Absences	8,337.73
pilot Accrued	29,775.63
Total current liabilities	570,616.18

Long-term liabilities:

Comp Absences	5,375.20
Total long-term liabilities	5,375.20
Total liabilities	575,991.38

Owner's equity:	
Capitalized Assets	5,179,558.12
Unrestricted Assets	356,536.40
Current Year Net Income (Loss)	233,816.02
Total owner's equity	5,769,910.54

Total liabilities and owner's equity **6,345,901.92****Balance** **(0.00)**

Jackson Housing Commission PH AMP 3

Balance Sheet

Assets

Current assets:	Apr-17
Cash	425,576.92
Allowance for Doubtful Accounts	777.00
Accounts Receivable Other	13.86
Accounts Receivable AMP 1	11,295.77
Prepaid Insurance	10,080.14
MI City Tax	(144.46)
CFP HUD Rec/Deferred Revenue	(17,037.08)
Total current assets	430,562.15

Fixed assets:

Property and equipment	6,503,425.10
Leasehold improvements	56,353.67
Less accumulated depreciation	(5,012,457.56)
Total fixed assets	1,547,321.21

Total assets **1,977,883.36**

Liabilities and owner's equity

Current liabilities:

Tenants Security Deposit	20,433.37
Supplemental Insurance W/H	167,372.79
Other current liabilities	(3,815.34)
A/P to AMP 3	40,180.50
Accrued Comp Absences	6,262.15
pilot Accrued	8,225.97
Total current liabilities	238,658.44

Long-term liabilities:

Comp Absences	1,870.40
Total long-term liabilities	1,870.40
Total liabilities	240,528.84

Owner's equity:

Capitalized Assets	1,513,319.37
Unrestricted Assets	119,215.15
Current Year Net Income (Loss)	104,820.00
Total owner's equity	1,737,354.52

Total liabilities and owner's equity **1,977,883.36**

Balance (0.00)

Jackson Housing PH AMP 3

Board Operating Statement

Preview

April, 2017

	<u>Monthly Totals</u>	<u>Year-to-Date Totals</u>
Income		
Dwelling Rent	14,086.00	14,086.00
Management Fee Income	690.81	690.81
Subsidy Earned	117,812.69	117,812.69
Operating Income	132,589.50	132,589.50
Expenses		
Administrative Salaries	2,201.60	2,201.60
Legal Expense	46.10	46.10
Sundry	437.19	437.19
Management Fee Expense	5,942.37	6,744.38
Tenant Services - Contract	520.83	520.83
Electricity	65.24	65.24
Gas	95.69	95.69
Other Utilities Expense	1,255.34	1,255.34
Labor	4,910.43	4,910.43
Materials	2,758.41	2,758.41
Contract Cost	3,035.00	3,035.00
Garbage	2,086.18	2,086.18
Insurance Comprehensive Liability	1,645.08	1,645.08
Employee Benefit Cont.	1,968.03	1,968.03
Operating Expenses	26,967.49	27,769.50
Operating Profit / (Loss)	105,622.01	104,820.00
Non-Operating Expenses		
Total Operating Funds Available	105,622.01	104,820.00
Retained Earnings		104,820.00

Jackson Housing Commission - COCC

Board Operating Statement

Preview

April, 2017

Monthly Totals

Year-to-Date Totals

Income

Management Fee Income

75,177.48

78,767.30

Operating Income

75,177.48

78,767.30

Expenses

Administrative Salaries

28,340.80

28,340.80

Legal Expense

1,392.00

1,392.00

Computer Support

2,052.57

2,052.57

Insurance

5,069.35

5,069.35

Employee Benefit Cont.

4,122.57

4,122.57

Operating Expenses

40,977.29

40,977.29

Operating Profit / (Loss)

34,200.19

37,790.01

Non-Operating Expenses

Total Operating Funds Available

34,200.19

37,790.01

Retained Earnings

37,790.01

Jackson Housing Commission COCC**Balance Sheet****Assets**

Current assets:	Apr-17
Cash	132,840.69
Petty Cash	1,099.17
Accounts Receivable Other	(31,283.64)
Accounts Receivable AMP 1	27,632.35
General Investments Investments	25,154.17
Prepaid Insurance	2,119.95
MI City Tax	280.90
CFP HUD Rec/Deferred Revenue	190.09
Total current assets	158,033.68

Fixed assets:

Property and equipment	632,904.50
Less accumulated depreciation	(606,679.54)
Total fixed assets	26,224.96

Total assets **184,258.64****Liabilities and owner's equity**

Current liabilities:	
Accounts payable other	68,613.13
Tenants Security Deposit	-
Supplemental Insurance W/H	73,905.08
Accrued Wages - Payroll	11,989.61
Accrued Comp Absences	7,707.18
Total current liabilities	162,215.00

Long-term liabilities:

Comp Absences	4,243.00
Total long-term liabilities	4,243.00
Total liabilities	166,458.00

Owner's equity:

Capitalized Assets	(254,334.27)
Unrestricted Assets	234,344.90
Current Year Net Income (Loss)	37,790.01
Total owner's equity	17,800.64

Total liabilities and owner's equity **184,258.64**

Balance (0.00)

Jackson Housing Commission S8**Balance Sheet****Assets**

Current assets:	Apr-17
Cash	233,742.02
Accounts Receivable Portabel	24,000.00
General Investments Investments	3,640.59
Prepaid Insurance	1,775.46
Deferred Compensation	(1,972.73)
Total current assets	261,185.34

Fixed assets:	
Furniture, Equipment - Admin	33,341.00
Less accumulated depreciation	(33,341.00)
Total fixed assets	-

Total assets **261,185.34**

Liabilities and owner's equity

Current liabilities:	
Retiremnet W/H	6,136.31
Accounts payable other	55,030.79
Other current liabilities	11,897.84
A/P to AMP 1	(3,332.81)
Accrued Comp Absences	6,230.25
Total current liabilities	76,012.38

Long-term liabilities:	
Comp Absences	-
Total long-term liabilities	-
Total liabilities	76,012.38

Owner's equity:	
Unrestricted Assets	(38,478.72)
Prepaid Annual Contribution	212,697.00
Net HAP	23,937.00
Current Year Net Income (Loss)	(13,032.32)
Total owner's equity	185,172.96

Total liabilities and owner's equity **261,185.34**

Balance **-**

Jackson Housing Commission - Section 8
Board Operating Statement

Preview

April, 2017

	<u>Monthly Totals</u>	<u>Year-to-Date Totals</u>
Income		
Interest Earned on GF	11.57	11.57
Fraud Recovery Income	726.76	726.76
Admin Fee Received	23,987.00	23,987.00
Annual Contributions Earned		
Units Rented 0		
Operating Income	24,725.33	24,725.33
Expenses		
Administrative Salaries	8,470.40	8,470.40
Staff Training	674.57	674.57
Travel	90.19	90.19
Sundry	25,242.97	25,242.97
Port Out Admin Fees Pd	275.14	275.14
Other General Expense	158.79	158.79
Insurance	2,249.45	2,249.45
Employee Benefit Cont.	596.14	596.14
Operating Expenses	37,757.65	37,757.65
Operating Profit / (Loss)	(13,032.32)	(13,032.32)
Non-Operating Expenses		
Total Operating Funds Available	(13,032.32)	(13,032.32)
Retained Earnings		(13,032.32)
HAP Activity		
Prepaid Annual Contribution	212,697.00	212,697.00
Net	212,697.00	212,697.00
HAP Payments	214,457.24	214,457.24
Net HAP	(1,760.24)	(1,760.24)

**JACKSON HOUSING COMMISSION
COMMISSION MEETING
PETTY CASH REPORT
Apr-17**

AMP#	AMOUNT	ADJUSTMENT	AMP#	AMOUNT	ADJUSTMENT	REMAINING
03.23.2017	621	Samuel Tomlin mileage reimbursement 03.03.2017-03.08.2017	91800.3	\$ 27.00		\$ 1,418.87
04.04.2017	622	Lorenzo Neal mileage reimbursement 03.17.2017-03.23.2017	91800.2	\$ 39.96		\$ 1,378.91
04.04.2017	623	Samuel Tomlin mileage reimbursement 03.12.2017-03.16.2017	91800.3	\$ 10.53		\$ 1,368.38
04.11.2017	624	Tammy Lovely mileage reimbursement 02.27.2017-03.28.2017	91800.4	\$ 30.24		\$ 1,338.14
04.12.2017	625	T. Johnson mileage reimbursement 03.31.2017-04.07.2017	91800.4	\$ 46.22		\$ 1,291.92
04.12.2017	626	Michael Spang mileage reimbursement 03.31.2017-04.06.2017	91800.1	\$ 9.72		\$ 1,282.20
04.21.2017	627	Deb Davis mileage reimbursement 04.20.2017-04.21.2017	91800.4	\$ 52.36		\$ 1,229.84
			91700.1	\$55.00		
			91700.2	\$220.00		
04.21.2017	628	Tammy Lovely court filings	91700.3	\$ 330.00		\$ 899.84

USED:

BALANCE

**Emergency Work Orders March 2017
Chalet Terrace, Reed Manor, Shahan Blackstone North**

WO No.	Date On	Time On	AM/PM	Date Off	Time Off	AM/PM	Problem Memo	Unit Description	Elsprd. Hours
87534	4/1/2017	09:45	PM	4/1/2017	10:30	PM	Vendor finished fixing lights throughout complex	Reed Manor Complex	0.75
87536	4/3/2017	06:30	PM	4/3/2017	07:00	PM	alarm not set	Reed Manor Garage	0.5
86790	4/4/2017	07:50	AM	4/4/2017	04:00	PM	No hot water.	329 Barbary Drive, Jackson	8.17
86801	4/4/2017	10:30	AM	4/5/2017	03:30	PM	Bathtub leaking through light fixture	1101 Maple, Jackson	29
87454	4/5/2017	07:00	PM	4/5/2017	07:15	PM	No heat	1221 Laurel Lane, Jackson	0.25
86778	4/3/2017	03:25	PM	4/6/2017	11:30	AM	Power not working to the unit. (No stove/hot H2O)	514 Summit, Jackson	68.08
87455	4/6/2017	04:45	PM	4/6/2017	05:00	PM	No heat.	116 Laurel Court, Jackson	0.25
87537	4/6/2017	10:10	PM	4/6/2017	10:40	PM	Lock out	301 Steward Ave #B-11, Jackson	0.5
86882	4/7/2017	08:27	AM	4/7/2017	09:00	AM	Water coming from floor vent	110 Laurel Court, Jackson	0.55
86890	4/7/2017	12:38	PM	4/7/2017	01:15	PM	Furnance blowing cold air	1220 Laurel Lane, Jackson	0.62
87550	4/7/2017	05:00	PM	4/7/2017	05:30	PM	Lock out	207 Steward Avenue #H-16, Jackson	0.5
87457	4/8/2017	02:30	PM	4/8/2017	03:00	PM	No hot water.	1265 Laurel Lane, JACKSON	0.5
87541	4/8/2017	11:45	AM	4/8/2017	02:30	PM	Toilet leaking	301 Steward Ave #F-9, Jackson	2.75
87543	4/8/2017	04:30	PM	4/8/2017	05:00	PM	Lock out	207 Steward Avenue #H-10, Jackson	0.5
87548	4/8/2017	11:00	AM	4/8/2017	11:45	AM	Water leak	315 Steward Avenue #H-40, Jackson	0.75
87461	4/9/2017	04:00	PM	4/9/2017	04:30	PM	Siding blowing off unit	348 Moorman Drive, Jackson	0.5
86907	4/10/2017	07:51	AM	4/10/2017	02:30	PM	No Heat.	1225 Laurel Lane, Jackson	6.65
86922	4/10/2017	12:00	PM	4/11/2017	03:30	PM	Downstairs ceiling leaking possibly from bathtub/toilet.	144 Shahan Drive, Jackson	27.5
86952	4/11/2017	11:39	AM	4/11/2017	12:30	PM	No Heat.	1254 Laurel Lane, Jackson	0.85
87462	4/11/2017	05:00	PM	4/11/2017	05:30	PM	Co2 alarm	421 Madison, Jackson	0.5
86964	4/11/2017	03:00	PM	4/13/2017	12:30	PM	No heat	310 Moorman Drive, Jackson	45.5
87458	4/15/2017	08:45	AM	4/15/2017	09:45	AM	Refrigerator not working	301 Moorman Drive, Jackson	1
87533	4/15/2017	06:40	PM	4/15/2017	07:35	PM	Lock out	301 Steward Ave #D-11, Jackson	0.92
87538	4/15/2017	09:45	AM	4/15/2017	10:15	AM	Co-2 beeping	207 Steward Avenue #H-34, Jackson	0.5
87539	4/15/2017	04:27	PM	4/15/2017	05:15	PM	Lock out	207 Steward Avenue #H-5, Jackson	0.8
87552	4/15/2017	09:45	AM	4/15/2017	10:15	AM	Co-2 beeping	207 Steward Avenue #H-34, Jackson	0.5
87553	4/15/2017	04:27	PM	4/15/2017	05:15	PM	Lock out	207 Steward Avenue #H-5, Jackson	0.8
87460	4/16/2017	08:05	AM	4/16/2017	09:40	AM	Toilet leaking	105 Shahan Drive, Jackson	1.58
87456	4/17/2017	06:30	PM	4/17/2017	07:15	PM	Alarm going off.	Chalet Office	0.75
87546	4/18/2017	07:00	PM	4/18/2017	07:45	PM	Lock out	207 Steward Avenue #H-34, Jackson	0.75
87463	4/19/2017	06:30	PM	4/19/2017	07:00	PM	Alarm	Shahan Office	0.5
87551	4/19/2017	06:40	PM	4/19/2017	07:35	PM	Lock out	301 Steward Ave #D-11, Jackson	0.92
87540	4/20/2017	08:45	PM	4/20/2017	09:15	PM	Lock out	301 Steward Avenue #G-9, Jackson	0.5
87308	4/26/2017	08:54	AM	4/26/2017	11:30	AM	STOVE - Internal fuel line of stove leaking (per Consumers	357 Moorman Drive, Jackson	2.6

Utility Cost and Consumption Report

Chalet Terrace (AMP 1)

<u>MONTH</u>	<u>ELECTRICITY KW HOURS CONSUMP</u>	<u>NET BILL</u>	<u>GAS MCF CONSUMP</u>	<u>NET BILL</u>	<u>WATER CCF CONSUMP</u>	<u>WATER BILL</u>	<u>SEWER BILL</u>	<u>TOTAL WATER BILL</u>	<u>TOTAL MONTHLY UTILITY 2017</u>
Jan-16	50,674	\$ 6,395.37	927	\$ 7,314.07	-	\$ -	-	\$ -	\$ 13,709.44
Jan-17	52,856	\$ 6,850.81	1,193	\$ 8,693.31					\$ 15,544.12
Feb-16	53,802	\$ 6,630.98	946	\$ 7,676.79	234,300	\$ 7,713.28	\$ 4,123.68	\$ 11,836.96	\$ 26,144.73
Feb-17	48,896	\$ 5,515.38	923	\$ 7,825.76	253,700	\$ 9,066.86	\$ 4,876.41	\$ 13,943.27	\$ 27,284.41
Mar-16	48,672	\$ 5,923.22	1,127	\$ 8,346.41	24,600	\$ 751.29	\$ 418.10	\$ 1,169.39	\$ 15,439.02
Mar-17	62,449	\$ 8,096.95	1,426	\$ 7,997.86	21,300	\$ 733.73	\$ 407.16	\$ 1,140.89	\$ 17,235.70
Apr-16	51,640	\$ 6,539.83	866	\$ 10,760.42				\$ -	\$ 17,300.25
Apr-17	36,254	\$ 12,559.54	8	\$ 76.92					\$ 12,636.46
May-16	45,200	\$ 5,914.46	470	\$ 5,666.76	249,400	\$ 8,077.28	\$ 4,335.05	\$ 12,412.33	\$ 23,993.55
May-17	47,380	\$ 6,146.72	361	\$ 2,411.12	27,400	\$ 805.93	\$ 450.38	\$ 1,256.31	\$ 9,814.15
Jun-16	45,216	\$ 5,350.28	224	\$ 501.48	324,379	\$ 10,798.27	\$ 5,912.81	\$ 16,711.08	\$ -
Jul-17	40,419	\$ 5,640.32	172	\$ 522.53	19,000	\$ 745.56	\$ 393.26	\$ 1,138.82	\$ 7,301.67
Aug-16	44,245	\$ 6,065.11	188	\$ 40.09	24,400	\$ 818.77	\$ 455.98	\$ 1,274.75	\$ 7,379.95
Aug-17	49,928	\$ 6,378.64	201	\$ 706.64				\$ -	\$ 7,085.28
Sep-16	68,661	\$ 5,422.74	418	\$ 2,129.16	301,821	\$ 9,568.10	\$ 5,182.18	\$ 14,750.28	\$ 22,302.18
Sep-17	23,930	\$ 6,296.30	780	\$ 3,975.60	21,900	\$ 754.96	\$ 417.72	\$ 1,172.68	\$ -
Oct-16									\$ 11,444.58
Oct-17									\$ -
Nov-16									
Nov-17									
Dec-16									
Dec-17									
2016	569,767	\$ 72,703.97	6,680	\$ 50,051.07	1,227,200	\$ 40,033.44	\$ 21,689.16	\$ 61,722.60	\$ 184,477.64
2017	200,455	\$ 33,022.68	3,550	\$ 24,593.85	275,000	\$ 9,800.59	\$ 5,283.57	\$ 15,084.16	\$ 88,244.81

Utility Cost and Consumption Report

Chalet Terrace (AMP 1)

MONTH	ELECTRICITY KW HOURS CONSUMP	NET BILL	GAS MCF CONSUMP	NET BILL	WATER CCF CONSUMP	WATER BILL	SEWER BILL	TOTAL WATER BILL	TOTAL MONTHLY UTILITY 2017
Jan-16	50,674	\$ 6,395.37	927	\$ 7,314.07	-	\$ -	-	\$ -	\$ 13,709.44
Jan-17	52,856	\$ 6,850.81	1,193	\$ 8,693.31					\$ 15,544.12
Feb-16	53,802	\$ 6,630.98	946	\$ 7,676.79	234,300	\$ 7,713.28	\$ 4,123.68	\$ 11,836.96	\$ 26,144.73
Feb-17	48,896	\$ 5,515.38	923	\$ 7,825.76	253,700	\$ 9,066.86	\$ 4,876.41	\$ 13,943.27	\$ 27,284.41
Mar-16	48,672	\$ 5,923.22	1,127	\$ 8,346.41	24,600	\$ 751.29	\$ 418.10	\$ 1,169.39	\$ 15,439.02
Mar-17	62,449	\$ 8,096.95	1,426	\$ 7,997.86	21,300	\$ 733.73	\$ 407.16	\$ 1,140.89	\$ 17,235.70
Apr-16	51,640	\$ 6,539.83	866	\$ 10,760.42				\$ -	\$ 17,300.25
Apr-17	36,254	\$ 12,559.54	8	\$ 76.92					\$ 12,636.46
May-16	45,200	\$ 5,914.46	470	\$ 5,666.76	249,400	\$ 8,077.28	\$ 4,335.05	\$ 12,412.33	\$ 23,993.55
May-17	47,380	\$ 6,146.72	361	\$ 2,411.12	27,400	\$ 805.93	\$ 450.38	\$ 1,256.31	\$ 15,544.12
Jun-16	45,216	\$ 5,350.28	224	\$ 501.48	324,379	\$ 10,798.27	\$ 5,912.81	\$ 16,711.08	\$ 9,814.15
Jul-16	40,419	\$ 5,640.32	172	\$ 522.53	19,000	\$ 745.56	\$ 393.26	\$ 1,138.82	\$ -
Aug-16	44,245	\$ 6,065.11	188	\$ 40.09	24,400	\$ 818.77	\$ 455.98	\$ 1,274.75	\$ 7,301.67
Sep-16	49,928	\$ 6,378.64	201	\$ 706.64				\$ -	\$ 7,379.95
Oct-16	68,661	\$ 5,422.74	418	\$ 2,129.16	301,821	\$ 9,568.10	\$ 5,182.18	\$ 14,750.28	\$ 7,085.28
Nov-16	23,930	\$ 6,296.30	780	\$ 3,975.60	21,900	\$ 754.96	\$ 417.72	\$ 1,172.68	\$ -
Dec-16									\$ 11,444.58
Dec-17									\$ -
2016	569,767	\$ 72,703.97	6,680	\$ 50,051.07	1,227,200	\$ 40,033.44	\$ 21,689.16	\$ 61,722.60	\$ 184,477.64
2017	200,455	\$ 33,022.68	3,550	\$ 24,593.85	275,000	\$ 9,800.59	\$ 5,283.57	\$ 15,084.16	\$ 88,244.81

Utility Cost and Consumption Report

Reed Manor (AMP 2)

MONTH	ELECTRICITY KW HOURS	GAS		WATER		SEWER		TOTAL		TOTAL MONTHLY UTILITY 2017
		NET BILL	MCF CONSUMP	NET BILL	CCF CONSUMP	WATER BILL	SEWER BILL	WATER BILL	WATER BILL	
Jan-16	137,240	\$ 16,186.52	980	\$ 7,324.78	106,832	\$ 2,854.29	\$ 1,667.13	\$ 4,521.42	\$ 28,032.72	
Jan-17	129,480	\$ 16,272.98	1,203	\$ 9,046.28	131,000	\$ 3,644.42	\$ 2,199.35	\$ 5,843.77	\$ 31,163.03	
Feb-16	107,320	\$ 13,307.44	1,096	\$ 8,355.90	127,333	\$ 3,297.12	\$ 1,964.79	\$ 5,261.91	\$ 26,925.25	
Feb-17	111,280	\$ 14,391.81	1,165	\$ 9,844.46	120,000	\$ 3,416.79	\$ 2,031.79	\$ 5,448.58	\$ 29,684.85	
Mar-16	102,320	\$ 12,133.57	1,021	\$ 8,032.16	121,818	\$ 3,074.83	\$ 1,861.67	\$ 4,936.50	\$ 25,102.23	
Mar-17	104,600	\$ 13,646.19	886	\$ 7,289.52	111,000	\$ 3,242.66	\$ 1,893.91	\$ 5,136.57	\$ 26,072.28	
Apr-16	101,640	\$ 12,748.07	769	\$ 5,076.35	125,500	\$ 3,289.13	\$ 1,943.25	\$ 5,232.38	\$ 23,056.80	
Apr-17	114,960	\$ 13,721.92	819	\$ 6,369.58	103,000	\$ 3,063.25	\$ 1,768.47	\$ 4,831.72	\$ 24,923.22	
May-16	102,360	\$ 11,363.36	548	\$ 25.60	101,100	\$ 2,718.79	\$ 1,576.03	\$ 4,294.82	\$ 15,683.78	
May-17										
Jun-16	114,200	\$ 14,106.71	292	\$ 1,939.95	83,300	\$ 2,349.84	\$ 1,322.65	\$ 3,672.49	\$ 19,719.15	
Jun-17										
Jul-16	138,600	\$ 16,657.41	228	\$ 25.04	104,900	\$ 3,147.82	\$ 1,813.32	\$ 4,961.14	\$ 21,643.59	
Jul-17										
Aug-16	160,440	\$ 19,393.01	189	\$ 1,427.16	418,779	\$ 13,637.57	\$ 7,542.58	\$ 21,180.15	\$ 42,000.32	
Aug-17										
Sep-16	135,120	\$ 16,866.82	185	\$ 1,438.38	125,600	\$ 3,508.83	\$ 2,118.21	\$ 5,627.04	\$ 23,932.24	
Sep-17										
Oct-16	114,200	\$ 14,689.27	268	\$ 2,062.35	147,700	\$ 4,064.60	\$ 2,470.82	\$ 6,535.42	\$ 23,287.04	
Oct-17										
Nov-16	120,160	\$ 13,237.76	371	\$ 2,817.99	142,100		\$		\$ 16,055.75	
Nov-17										
Dec-16	126,280	\$ 14,082.56	890	\$ 7,016.59	291,831	\$ 3,006.33	\$ 1,760.06	\$ 4,766.39	\$ 25,865.54	
Dec-17										
2016	1,459,880	\$ 174,772.50	6,837	\$ 45,542.25	1,896,793	\$ 44,949.15	\$ 26,040.51	\$ 70,989.66	\$ 291,304.41	
2017	460,320	\$ 58,032.90	4,073	\$ 32,549.84	465,000	\$ 13,367.12	\$ 7,893.52	\$ 21,260.64	\$ 111,843.38	

Utility Cost and Consumption Report

Shahan-Blackstone North Apartments (AMP 3)

MONTH	ELECTRICITY		GAS		WATER		SEWER		TOTAL		TOTAL MONTHLY UTILITY 2017
	KW HOURS CONSUMP	NET BILL	MCF CONSUMP	NET BILL	CCF CONSUMP	WATER BILL	SEWER BILL	WATER BILL	TOTAL		
Jan-16	1,975	\$ 308.55	33	\$ 258.86	186,800	\$ 6,571.76	\$ 3,238.58	\$ 9,810.34	\$	10,377.75	
Jan-17	2,823	\$ 501.07	90	\$ 724.74	217,600	\$ 8,058.63	\$ 4,041.48	\$ 12,100.11	\$	13,325.92	
Feb-16	1,375	\$ 517.53	28	\$ 801.13				\$	\$	1,318.66	
Feb-17	2,623	\$ 468.39	79	\$ 627.20				\$	\$	1,095.59	
Mar-16	1,447	\$ 352.59	21	\$ 370.33				\$	\$	722.92	
Mar-17	2,454	\$ 436.65	68	\$ 524.70				\$	\$	961.35	
Apr-16	1,685	\$ 266.59	19	\$ 142.39	245,750	\$ 6,571.11	\$ 3,285.72	\$ 9,856.83	\$	10,265.81	
Apr-17	1,690	\$ 332.20	32	\$ 283.12	190,500	\$ 7,333.36	\$ 3,619.33	\$ 10,952.69	\$	11,568.01	
May-16	1,172	\$ 197.90	6	\$ 65.96				\$	\$	263.86	
May-17								\$	\$	-	
Jun-16	1,974	\$ 315.79	3	\$ 47.94				\$	\$	363.73	
Jun-17								\$	\$	-	
Jul-16	2,722	\$ 416.02	2	\$ 39.23	256,050	\$ 8,885.56	\$ 4,610.25	\$ 13,495.81	\$	13,951.06	
Jul-17								\$	\$	-	
Aug-16	2,606	\$ 408.82	1	\$ 38.56				\$	\$	447.38	
Aug-17								\$	\$	-	
Sep-16	2,346	\$ 378.34	1	\$ 39.33				\$	\$	417.67	
Sep-17								\$	\$	-	
Oct-16	1,795	\$ 381.43	4	\$ 128.24	323,200	\$ 10,805.40	\$ 5,653.59	\$ 16,458.99	\$	16,968.66	
Oct-17								\$	\$	-	
Nov-16	1,431	\$ 427.27	9	\$ 365.06				\$	\$	792.33	
Nov-17								\$	\$	-	
Dec-16	1,687	\$ 722.53	26	\$ 895.90				\$	\$	1,618.43	
Dec-17								\$	\$	-	
2016	22,215	\$ 4,693.36	153	\$ 3,192.93	1,011,800	\$ 32,833.83	\$ 16,788.14	\$ 49,621.97	\$	57,508.26	
2017	9,590	\$ 1,738.31	269	2,159.76	408,100	\$ 15,391.99	\$ 7,660.81	\$ 23,052.80	\$	26,950.87	

Utility Cost and Consumption Report

All Amps

MONTH	ELECTRICITY KW HOURS	GAS		WATER		SEWER		NET		TOTAL MONTHLY UTILITY 2017
		CONSUMP	NET BILL	CONSUMP	NET BILL	CONSUMP	NET BILL	CONSUMP	NET BILL	
Jan-16	189,889	1,940	\$ 22,890.44	293,632	\$ 14,897.71	9,426.05	\$ 4,905.71	14,331.76	\$ 52,119.91	
Jan-17	185,159	2,486	\$ 23,624.86	348,600	\$ 18,464.33	11,703.05	\$ 6,240.83	17,943.88	\$ 60,033.07	
Feb-16	162,497	2,070	\$ 20,455.95	361,633	\$ 16,833.82	11,010.40	\$ 6,088.47	17,098.87	\$ 54,388.64	
Feb-17	162,799	2,167	\$ 20,375.58	373,700	\$ 17,670.22	12,483.65	\$ 6,908.20	19,391.85	\$ 58,064.85	
Mar-16	152,439	2,169	\$ 18,409.38	146,418	\$ 16,748.90	3,826.12	\$ 2,279.77	6,105.89	\$ 41,264.17	
Mar-17	169,503	2,380	\$ 22,179.79	132,300	\$ 15,812.08	3,976.39	\$ 2,301.07	6,277.46	\$ 44,269.33	
Apr-16	154,965	1,654	\$ 19,554.49	371,250	\$ 15,979.16	9,860.24	\$ 5,228.97	15,089.21	\$ 50,622.86	
Apr-17	152,904	859	\$ 26,613.66	293,500	\$ 6,729.62	10,396.61	\$ 5,387.80	15,784.41	\$ 49,127.69	
May-16	148,732	1,024	\$ 17,475.72	350,500	\$ 5,758.32	10,796.07	\$ 5,911.08	16,707.15	\$ 39,941.19	
May-17	163,554	656	\$ 20,569.22	110,700	\$ 4,399.01	3,155.77	\$ 1,773.03	4,928.80	\$ 15,544.12	
Jun-16	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
Jun-17	186,538	454	\$ 22,423.71	685,329	\$ 565.75	22,831.65	\$ 12,336.38	35,168.03	\$ 58,157.49	
Jul-16	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
Jul-17	203,465	362	\$ 19,801.83	437,779	\$ 1,988.25	14,383.13	\$ 7,935.84	22,318.97	\$ 49,749.37	
Aug-16	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
Aug-17	181,711	374	\$ 23,310.27	150,000	\$ 1,517.80	4,327.60	\$ 2,574.19	6,901.79	\$ 31,729.86	
Sep-16	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
Sep-17	165,923	473	\$ 21,449.34	470,900	\$ 2,897.23	14,870.00	\$ 8,124.41	22,994.41	\$ 47,340.98	
Oct-16	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
Oct-17	190,252	798	\$ 19,087.77	443,921	\$ 5,312.21	9,568.10	\$ 5,182.18	14,750.28	\$ 39,150.26	
Nov-16	0	0	\$ 16,272.98	-	\$ -	-	\$ -	-	\$ -	
Nov-17	151,897	1,696	\$ 21,101.39	313,731	\$ 11,888.09	3,761.29	\$ 2,177.78	5,939.07	\$ 38,928.55	
Dec-16	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
Dec-17	0	0	\$ -	-	\$ -	-	\$ -	-	\$ -	
2016	2,051,862	13,670	\$ 246,529.51	4,135,793	\$ 98,786.25	\$ 117,816.42	\$ 64,517.81	\$ 182,334.23	\$ 527,649.99	
2017	670,365	7,892	\$ 109,066.87	1,148,100	\$ 58,676.25	\$ 38,559.70	\$ 23,138.97	\$ 61,698.67	\$ 229,441.79	