

# JACKSON HOUSING COMMISSION

REGULAR MEETING – January 18, 2017

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  
Teresa Gibson, Commissioner  
Gerald Montgomery, Commissioner  
James Stark, Commissioner
4. Public Comments (limited to 3 minutes)
5. Approval of Regular Meeting Minutes: December 21, 2016
6. Approval of the Previously Paid Liabilities December 2016
7. RESOLUTIONS  
Resolution No. 2017-01: Collection Losses Write Offs January 2017  
Resolution No. 2017-02: Approval of EPC Contract- Honeywell

### DIRECTOR'S REPORTS

#### **Section 8**

*Leasing and HAP Utilization Report*

#### **Public Housing**

*Tenant Accounts Receivable*

*Consolidated TARS*

*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*

8. OTHER BUSINESS

9. ADJOURNMENT

**NEXT REGULAR MEETING: Reed Manor Board Room- February 15, 2017**

## Jackson Housing Commission

Regular Meeting

December 21, 2016

12:00pm

The Jackson Housing Commission Board of Commissioners held a Regular Meeting on December 21, 2016 in the Reed Manor Board Room. President Pultz-Orthaus called the meeting to order at 12:08pm. Upon roll call the following commissioners were present: Michelle Pultz-Orthaus, James Stark and Michelle Woods. The following commissioners were absent: Teresa Gibson and Gerald Montgomery.

Also present were:

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

### 16-12-21-001 Public Comments

Members of the public were present. No comments were made.

### 16-12-21-002 Approval of the Minutes of the Regular Meeting held November 9, 2016

Commissioner Woods **MOVED** to approve the Regular Meeting Minutes of the meeting held November 9, 2016. Commissioner Stark **SECONDED** and upon voice vote the motion was adopted.

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

### 16-12-21-003 Approval of the Previously Paid Liabilities: November 2016

Commissioner Woods asked detailed questions regarding expenses.

Commissioner Stark **MOVED** to approve the Previously Paid Liabilities for November 2016. Commissioner Woods **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-004 Resolution No. 2016-32: Collection Losses: December 2016**

Commissioner Woods **MOVED** to approve the Collection Losses December 2016 in the amount of \$1,697.78. Commissioner Stark **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-005 Resolution No. 2016-33: Approval of JHC Eviction Policy**

Commissioner Woods **MOVED** approve the JHC Eviction Policy. Commissioner Stark **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-006 Resolution No. 2016-34: Approval of Trash Collection Contract-Modern Waste**

A discussion regarding the trash collection evaluation occurred. Mr. Stark asked for assurance that the commission will reserve the right to cancel the contract for cause, in the event the awardee does not perform services to the satisfaction of the JHC.

Commissioner Woods **MOVED** to approve the trash collection contract with Modern Waste. Commissioner Stark **SECONDED** and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, M. Woods, J. Stark

NAYS: None

ABSTAIN: None

ABSENT: G. Montgomery, T. Gibson

**16-12-21-007 DIRECTORS' 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

J. Utility Costs and Consumption

**16-12-21-008 Other Business**

Ms. Ingram advised that budget planning started for fiscal year 2017-2018. She also mentioned that three Energy Services Companies were interviewed that responded to the Energy Performance Contract RFP.

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

The Regular Meeting held December 21, 2016 adjourned at 12:23pm.

Respectfully submitted,

Laurie Ingram, MBA, PHM  
Executive Director

ATTESTED: \_\_\_\_\_  
Michelle Pultz-Orthaus, President

Date: 01/05/2017  
Time: 11:38:01

Jackson Housing Commission  
Check Register Summary Report  
Public Housing

From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/01/2016	061893	Jackson Housing Commission	24,084.28		(31,048,767.59)	PH MANAGEMENT FEES NOVEMBER
12/02/2016	061894	CARLETON EQUIPMENT CO.	17,950.00		(31,066,717.59)	KUBOTA TRACTOR RTV-X900G-H MAINTENANCE VEHICLE AND SNOW REMOVAL
12/02/2016	061895	PERFORMANCE AUTOMOTIVE	3,095.87		(31,069,813.46)	BOSS PLOW- FOR SNOW REMOVAL
12/05/2016	061896	Grand River Insurance Agency, LLC	610.08		(31,070,423.54)	GRB WGS002339 01 GRB WGS002339 01
12/09/2016	061897	Consumer Energy	2,116.00		(31,072,539.54)	Utility Reimbursement
12/09/2016	061898	ETNA Supply	304.23		(31,072,843.77)	CUST# 4218 S101924073.001 304.23
12/09/2016	061898	**VOID** ETNA Supply	(304.23)		(31,072,539.54)	CUST# 4218 Void Refer 061898
12/14/2016	061899	A-1 LOCK SHOP	180.30		(31,072,719.84)	2 INVOICES 4350 \$151.30 4346 \$ 29.00
12/14/2016	061900	AccuShed, LLC	135.00		(31,072,854.84)	INV# 35973 \$135.00
12/14/2016	061901	Aspen One Hour Heating & Air	1,259.00		(31,074,113.84)	4 INVOICES 363574 \$250.00 363335 \$300.00 363931 \$300.00 363930 \$409.00
12/14/2016	061902	Brooklyn Plumbing, Heating & A/C, Inc	917.42		(31,075,031.26)	3 INVOICES 648749 \$311.79 648566 \$290.78 648572 \$314.85
12/14/2016	061903	CASLER HARDWARE	93.11		(31,075,124.37)	CUST# 33561 110579 \$27.37 110654 \$7.29 110941 \$29.98 111514 \$7.49 111509 \$13.99
12/14/2016	061904	COLLINS BROTHERS	291.00		(31,075,415.37)	1 INVOICE 50803 \$291.00
12/14/2016	061905	Community Action Agency	833.20		(31,076,248.57)	TENANT SERVICES MONTH 5 11.1.16-11.30.16
12/14/2016	061906	City Of Jackson - Finance Department	9,822.94		(31,086,071.51)	EE & ER CONTRIBUTIONS NOV EE & ER CONTRIBUTIONS NOVEMBER

Date: 01/05/2017  
Time: 11:38:01

Jackson Housing Commission  
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Public Housing

From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/14/2016	061907	CUT-RATE PLUMBING	604.12		(31,086,675.63)	5 INVOICES 626992 \$63.59 626959 \$33.27 688411 \$14.34 878537 \$49.24 626851 \$443.68 CFP
12/14/2016	061908	DBI BUSINESS INTERIORS	61.30		(31,086,736.93)	CUST# 224241 031G6054001 \$61.30
12/14/2016	061909	ERRADICO PEST SERVICES, AN	1,980.00		(31,088,716.93)	CUST# 14338735 3610650 \$569.00 3592648 \$384.00 3592644 \$687.00 3592643 \$340.00
12/14/2016	061910	ETNA Supply	1,657.07		(31,090,374.00)	CUST# 4218 S102035096.001 \$480.65 CFP S101924073.001 \$304.23 CFP S102035756.001 \$428.53 CFP S102040291.001 \$443.66 CFP
12/14/2016	061911	FERGUSON ENTERPRISES,	802.41		(31,091,176.41)	CUST# 31919 4057304 \$529.01 CFP 4059265 \$273.40
12/14/2016	061912	GRIMES PLUMBING COMPANY, INC	3,325.52		(31,094,501.93)	3 INVOICES 2593 \$400.00 CFP 2527 \$275.52 2536 \$2650.00
12/14/2016	061913	HAMMOND HARDWARE	147.42		(31,094,649.35)	CUST# 33515 C211160 \$7.18 C212311 \$5.36 C211000 \$17.98 B346317 \$17.09 C211132 \$9.89 B347423 \$26.98 B347383 \$34.19 B347014 \$10.79 C212474 \$17.96
12/14/2016	061914	HD Supply Facilities Maintenance	1,107.99		(31,095,757.34)	CUST# 461000 9150510171 \$944.69 9150540446 \$19.24 1417419996 \$-17.90 9150640171 \$144.06
12/14/2016	061915	HOUSING DATA SYSTEMS, INC.	440.90		(31,096,198.24)	CLIENT# 6183 222194 \$313.10 222180 \$127.80

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12/14/2016	061916	THE HELPING HAND HANDYMAN	450.00		( 31,096,648.24)	1 INVOICE 1008 \$450.00 338 MOORMAN
12/14/2016	061917	Jackson Transportation Authority	149.04		( 31,096,797.28)	1 INVOICE 0027285-IN \$149.04
12/14/2016	061918	JACKSON APPLIANCE SERVICE LLC	93.96		( 31,096,891.24)	1 INVOICE 2885 \$93.96
12/14/2016	061919	JACKSON GLASS WORKS INC	175.01		( 31,097,066.25)	1 INVOICE 399902 \$175.01
12/14/2016	061920	JEFFERY OSTRANDER	154.00		( 31,097,220.25)	P-001-1120-00 FINAL ACCOUNTING
12/14/2016	061921	LARRY SHERROD	281.00		( 31,097,501.25)	P-001-1159-03 FINAL ACCOUNTING
12/14/2016	061922	LIBERTY ENVIRONMENTALISTS,	345.00		( 31,097,846.25)	2 INVOICES 157857 \$10.00 89315 \$335.00
12/14/2016	061923	MENARDS - JACKSON	1,473.59		( 31,099,319.84)	31610470 72804 \$179.98 72932 \$127.48 72949 \$163.00 73390 \$37.42 73742 \$30.73 72908 \$269.00 CFP
12/14/2016	061924	MINUTEMAN SEWER & DRAIN INC.	350.00		( 31,099,669.84)	1 INVOICE 161636 \$350.00
12/14/2016	061925	MODERN WASTE SYSTEMS	7,936.34		( 31,107,606.18)	ACCT# 23056 53390 \$7930.64
12/14/2016	061926	NAPOLEON LAWN & LEISURE	76.64		( 31,107,682.82)	JACK HO 296707 \$76.64
12/14/2016	061927	OSBORNE PROCESS SERVICE	56.00		( 31,107,738.82)	2 INVOICES OBP-2016003296 \$28.00 OBP-2016003342 \$28.00
12/14/2016	061928	PC Solutions	706.33		( 31,108,445.15)	JACKSON HOUSING CO 54401 CR \$-278.31 M16404 \$508.27 (\$229.96) M16477 \$476.37
12/14/2016	061929	PDQ SUPPLY, INC.	142.72		( 31,108,587.87)	CUST# 118660

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Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/14/2016	061930	Rooney's Sewer Service	90.00		(31,108,677.87)	1 INVOICE INV-2799 \$90.00
12/14/2016	061931	The SBAM Plan	15,877.18		(31,124,555.05)	CID# 281224 1.1.2017-1.31.2017
12/14/2016	061932	SPRINT	1,250.00		(31,125,805.05)	128763256 128763256-027 \$1250.00
12/14/2016	061933	Standard Electric Company	447.75		(31,126,252.80)	CUST# 241621- 1561479-01 \$300.00 1561366-00 \$60.87
12/14/2016	061934	Trail Supply LLC	192.03		(31,126,444.83)	ACCT# 10014 33660 \$192.03
12/14/2016	061935	TRANS UNION LLC	260.20		(31,126,705.03)	CUST ID# 4408R0064047 11631193 260.20
12/14/2016	061936	White & Hotchkiss, PLLC	450.00		(31,127,155.03)	FILE# 1919 78198 \$450.00
12/14/2016	061937	WILMAR INDUSTRIES	1,070.61		(31,128,225.64)	ACCT# 70565 384115689 \$311.48 384532024 \$373.09 385398557 \$386.04
12/14/2016	061938	INK CONTRACTING LLC	30,877.21		(31,159,102.85)	INSURANCE RUBBISH ROOM RESTORATION FINAL PAY APP
12/16/2016	061939	CONSUMERS ENERGY	4,825.52		(31,163,928.37)	4 INVOICES 1000 3514 5687 \$129.12 1000 0012 1028 \$2813.55 1000 0047 3114 \$1851.74 1000 3514 5133 \$31.11
12/29/2016	061940	A-1 LOCK SHOP	35.00		(31,163,963.37)	1 INVOICE 4363 \$35.00
12/29/2016	061941	AFLAC	109.32		(31,164,072.69)	ACCT# VX312 313451 \$109.32
12/29/2016	061942	Aladdin	184.00		(31,164,256.69)	CUSTOMER# JA656 INV# 9223
12/29/2016	061943	Aspen One Hour Heating & Air	247.00		(31,164,503.69)	1 INVOICE 364606 \$247.00



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Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/29/2016	061944	Blue Sea L.L.C.	54.00		(31,164,557.69)	1 INVOICE 2557 \$54.00 HOSTING FEE JAN-MARCH 17
12/29/2016	061945	Brooklyn Plumbing, Heating & A/C, Inc	1,267.57		(31,165,825.26)	4 INVOICES 648468 \$182.85 648639 \$136.04 648376 \$573.50 648795 \$375.18
12/29/2016	061946	CASLER HARDWARE	32.09		(31,165,857.35)	CUST# 33561 11616 \$11.99 11252 \$17.98 11140 \$2.12
12/29/2016	061947	CASSANDRA WOODS	52.50		(31,165,909.85)	P-002-3368-06 FINAL ACCOUNTING
12/29/2016	061948	CUT-RATE PLUMBING	37.45		(31,165,947.30)	2 INVOICES 627185 \$26.73 688445 \$10.72
12/29/2016	061949	DBI BUSINESS INTERIORS	446.84		(31,166,394.14)	CUST# 224241 03J14176 \$-21.39 CREDIT 03J10429 \$9.34 03J18328 \$99.99 03J17520 \$47.91 03J18855 \$66.44 03J18303 \$194.54 03J18859 \$37.96
12/29/2016	061950	ERADICO PEST SERVICES, AN	2,211.00		(31,168,605.14)	CUST# 14338735 3791218 \$384.00 3791217 \$687.00 3791216 \$340.00 862276 \$800.00
12/29/2016	061951	ETNA Supply	864.83		(31,169,469.97)	CUST# 4218 S102043389.001 \$418.91 CFP S102045151.001 \$9.36 S102053045.001 \$406.56 CFP S102015801.001 \$30.00
12/29/2016	061952	Firestone Complete Auto Care	207.97		(31,169,677.94)	2 INVOICES 099726 \$ 42.98 099807 \$164.99

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From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/29/2016	061953	FRANCES COLE	170.00		(31,169,847.94)	REED MANOR TENANT ASSOC. RMTA STIPEND- DECEMBER
12/29/2016	061954	GRIMES PLUMBING COMPANY, INC	1,090.25		(31,170,938.19)	4 INVOICES 2454 \$390.25 CFP 2460 \$175.00 2608 \$125.00 2587 \$400.00 CFP
12/29/2016	061955	HAMMOND HARDWARE	348.93		(31,171,287.12)	CUST# 33515 C213369 \$14.39 B347858 \$37.57 C211194 \$30.54 C209891 \$15.84 C214197 \$57.08 B347494 \$57.55 B347893 \$33.60 C215156 \$39.56 B349023 \$20.22 C209273 \$8.05 C207091 \$17.97 C211588 \$16.56
12/29/2016	061956	THE HELPING HAND HANDYMAN	575.00		(31,171,862.12)	1 INVOICE PAINTING 911 SPRING
12/29/2016	061957	HD Supply Facilities Maintenance	1,595.34		(31,173,457.46)	CUST# 461000 9151101997 \$349.90 9151061421 \$1264.68 1417588863 \$19.24 UNAPPLIED PYMNT
12/29/2016	061958	JACKSON GLASS WORKS INC	76.00		(31,173,533.46)	CUST# JHOU 400624 \$76.00
12/29/2016	061959	Johnstone Supply	555.48		(31,174,088.94)	CUST# 101604 272352 \$555.48
12/29/2016	061960	Lammers Heating & A/C	355.00		(31,174,443.94)	4 INVOICES 12741-12381 \$75.00 12741-12522 \$65.00 12741-12519 \$100.00 12741-12523 \$115.00
12/29/2016	061961	LAQUITA JACKSON	71.40		(31,174,515.34)	P-003-5504-08 FINAL ACCOUNTING
12/29/2016	061962	MENARDS - JACKSON	1,464.79		(31,175,980.13)	ACCT# 31610470 75433 \$243.71 75070 \$397.49 75551 \$394.68 74493 \$126.30 74376 \$102.65 74823 \$28.92 74091 \$171.04
12/29/2016	061963	MINUTEMAN SEWER & DRAIN INC.	235.00		(31,176,215.13)	1 INVOICE

**Jackson Housing Commission  
Check Register Summary Report**

Date: 01/05/2017  
Time: 11:38:01

Public Housing  
From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/29/2016	061964	OSBORNE PROCESS SERVICE	435.49		( 31,176,650.62)	14 INVOICES OBP-2016003670 \$28.92 OBP-2016003647 \$67.59 OBP-2016003679 \$28.92 OBP-2016003680 \$28.59 OBP-2016003668 \$28.60 OBP-2016003671 \$28.60 OBP-2016003669 \$28.60 OBP-2016003644 \$28.00 OBP-2016003651 \$28.00 OBP-2016003675 \$28.00 OBP-2016003657 \$28.00 OBP-2016003650 \$28.00 OBP-2016003654 \$28.00 OBP-2016003655 \$28.00
				161735.235.00		
12/29/2016	061965	PDQ SUPPLY, INC.	41.99		( 31,176,692.61)	CUST ACCT# 118660 SI-244086 \$41.99
12/29/2016	061966	Petty Cash	1,862.15		( 31,178,554.76)	PETTY CASH REPLENISH PETTY CASH. LAST TRANSACTION #584-
12/29/2016	061967	PHYLLIS GREENLEE	211.00		( 31,178,765.76)	P-002-3362-06 FINAL ACCOUNTING
12/29/2016	061968	PLIC - SBD Grand Island	97.40		( 31,178,863.16)	ACCT# 1044559-10001 BILLING PERIOD 01.1.2017-01.31.2017
12/29/2016	061969	QUALITY GLASS - NAP INC.	867.82		( 31,179,730.98)	CUST# JACKHOUSE QGL0049826 \$867.82
12/29/2016	061970	Rooney's Sewer Service	550.00		( 31,180,280.98)	6 INVOICES INV-2677 \$90.00 INV-3048 \$100.00 INV-2795 \$90.00 INV-2922 \$90.00 INV-2923 \$90.00 INV-3042 \$90.00
12/29/2016	061971	THE SHERWIN -WILLIAMS CO.	302.20		( 31,180,583.18)	ACCT# 5291-3816-6 7375-6 \$302.20
12/29/2016	061972	TALK THE WORK NUMBER	71.05		( 31,180,654.23)	CUST# 8805983 B1-136262 \$71.05
12/29/2016	061973	TOMMARK, INC.	40.46		( 31,180,694.69)	CUST ID# 100596 812601569 \$40.46
12/29/2016	061974	Trail Supply LLC	2,620.00		( 31,183,314.69)	ACCT#10014 33684 \$524.00 33840 \$524.00 33900 \$524.00

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Jackson Housing Commission  
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From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/29/2016	061975	WILMAR INDUSTRIES	708.73		(31,184,023.42)	ACCT# 70585 386767818 \$708.73
12/29/2016	061976	JACKSON YMCA	169.76		(31,184,193.18)	JACKSON YMCA MEMBERSHIP JAN, FEB, MARCH 2017 BILLING PERIOD
12/29/2016	061977	CONSUMERS ENERGY	10,217.16		(31,194,410.34)	16 INVOICES 100075348746 \$83.56 100000120764 \$7044.83 100000472256 \$1862.96 100035140910 \$165.37 100035145133 \$61.10 100034278091 \$324.62 103023724497 \$122.58 100071426819 \$97.77 103023559315 \$80.76 103024421614 \$24.59 100034180867 \$103.99 100071388217 \$34.87 100071426843 \$71.86 103023559042 \$22.11 103023559356 \$96.54 100071426793 \$19.65
12/29/2016	061978	CONSUMERS ENERGY	10,619.94		(31,205,030.28)	10 INVOICES 100035146164 \$1237.30 100035145687 \$296.01 100000120905 \$-1256.97 CREDIT 100000120798 \$2728.36 100000120855 \$1090.75 100035145554 \$1835.49 100000120954 \$2223.96 103023724406 \$85.27 100035144961 \$1028.46 100071426819 \$18.20 103023559752 \$76.14 100075348761 \$-22.10 CREDIT
12/29/2016	061979	CASLER HARDWARE	29.99		(31,205,060.27)	CUST ACCT# 33561 11672 29.99
12/29/2016	061980	JACKSON WATER COLLECTION	5,939.07		(31,210,999.34)	PLEASE SEE ATTACHMENTS PLEASE SEE ATTACHMENTS
12/29/2016	061981	Home Depot Credit Services	755.96		(31,211,755.30)	COMM ACCT# 6035322540175928 \$755.96
12/29/2016	061982	DAUGHERTY TREE SERVICE	14,000.00		(31,225,755.30)	TREE REMOVAL & TRIMMING TRIMMING AND REMOVAL OF UNSAFE TREES AND BRANCHES REED MANOR
12/29/2016	061983	Stamp-Rite, Inc.	6,280.00		(31,232,035.30)	PH SIGN REPLACEMENTS CH \$2512.00 RMS\$1256.00 SB \$2512.00
12/29/2016	061984	Brooklyn Plumbing, Heating & A/C, Inc	280.66		(31,232,315.96)	1 INVOICE 648701 \$280.66

Jackson Housing Commission  
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Public Housing

From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/29/2016	061985	GRIMES PLUMBING COMPANY, INC	160.70		(31,232,476.66)	1 INVOICE 2629 \$160.70
12/29/2016	061986	PDQ SUPPLY, INC.	51.81		(31,232,528.47)	CUST ACCT# 118660 SI-243976 \$51.81
12/29/2016	061987	Rooney's Sewer Service	480.00		(31,233,008.47)	3 INVOICES INV-1011 \$300.00 INV-2699 \$90.00 INV-3054 90.00
12/29/2016	061988	SAFETY SYSTEMS INC	569.00		(31,233,577.47)	CUST# 00938 464083 \$569.00
12/29/2016	061989	MENARDS - JACKSON	29.82		(31,233,607.29)	ACCT# 31610470 75530 \$29.82
12/29/2016	061990	THE HELPING HAND HANDYMAN	850.00		(31,234,457.29)	2 INVOICES 1010 \$550.00 1011 \$300.00
12/29/2016	061991	Community Action Agency	833.20		(31,235,290.49)	TENANT SERVICES TENANT SERVICES - DEC 12.1.2016-12.31.2016 5TH MONTH
<b>Total:</b>			210,607.18	0.00		

Jackson Housing Commission  
Check Register Summary Report

General COCC Account  
From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/01/2016	002719	HOUSING DATA SYSTEMS, INC.	240.00	( 888,019.62)	221939	MTC'S TRANSMITTAL 10.1.16-12.31.16
12/02/2016	002720	COMCAST	259.07	( 888,278.69)	01721 425384-01-4 316 barber	
12/05/2016	002721	Grand River Insurance Agency, LLC	366.05	( 888,644.74)	GRB WC5002339 01 GRB WC5002339 01	
12/08/2016	002722	First National Bank Omaha	530.32	( 889,175.06)	4988 6591 8367 2469 Advertisement \$150 Google Monthly Fee \$257.14 Phone case (5) \$19.02 L Ingram Bag Fee \$25 Banner JHC \$46.95	
12/14/2016	002723	Deborah Davis	566.17	( 889,741.23)	Reimbursement Christmas Party Charges from Target gift cards for All employees	
12/14/2016	002724	CASCADE MANOR HOUSE	435.30	( 890,176.53)	INVOICE# D14 JACKSON HOUSING HOLIDAY PARTY EVENT	
12/14/2016	002725	AcouShred, LLC	25.00	( 890,201.53)	1 INVOICE 35973 \$25.00	
12/14/2016	002726	Community Action Agency	833.20	( 891,034.73)	1 INVOICE TENANT SERVICES MONTH 5 11.1.16-11.30.16	
12/14/2016	002727	City Of Jackson - Finance Department	5,140.60	( 896,175.33)	EE & ER CONTRIBUTIONS EE & ER CONTRIBUTIONS NOVEMBER	
12/14/2016	002728	DBI BUSINESS INTERIORS	291.62	( 896,466.95)	CUST # 224241 03J15430 \$257.44 03J13680 \$23.31 03J16248 \$10.87	
12/14/2016	002729	HOUSING DATA SYSTEMS, INC.	185.70	( 896,652.65)	CLIENT# 6183 222180 \$42.60 222195 \$143.10	
12/14/2016	002730	PC Solutions	158.79	( 896,811.44)	JACKSON HOUSING CO M16477 \$158.79	
12/14/2016	002731	SPRINT	226.06	( 897,037.50)	128763256 128763256-027 \$226.06	
12/14/2016	002732	Stamp-Rite, Inc.	402.00	( 897,439.50)	1 INVOICE 170650 \$402.00	

Jackson Housing Commission  
Check Register Summary Report

General COCC Account  
From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/14/2016	002733	GLG PRINT	38.00		( 897,477.50)	1 INVOICE 48518 \$38.00
12/14/2016	002734	MICHIGAN CHAMBER OF	245.00		( 897,722.50)	1 INVOICE HIRING EX-OFFENDERS \$95.00 OFF DUTY CONDUCT \$75.00 HR DOD AND DONT'S \$75.00
12/14/2016	002735	The SBAM Plan	8,420.51		( 906,143.01)	CID# 281224 1.1.2016-1.31.2016
12/14/2016	002736	SCHRMA	170.00		( 906,313.01)	MEMBERSHIP RENEWAL MEMBERSHIP RENEWAL FOR DEB DAVIS SHRM# 01118187
12/14/2016	002737	SCOTT ACCOUNTING & COMPUTER	2,885.83		( 909,198.84)	CUST# 11421
12/29/2016	002738	AFLAC	47.88		( 909,246.72)	ACCT# VX312 313451 \$47.88
12/29/2016	002739	Blue Sea L.L.C.	18.00		( 909,264.72)	HOSTING FEE 2557 \$18.00 JAN-MARCH 2017 WEB HOSTING FEE
12/29/2016	002740	COMCAST	471.44		( 909,736.16)	5 INVOICES 8529 11 428 0358479 \$99.40 8259 11 428 0369913 \$114.97 8529 11 428 0699921 \$18.48 8529 11 428 0363940 \$167.27 8529 11 428 0104708 \$71.66
12/29/2016	002741	DBI BUSINESS INTERIORS	277.10		( 910,013.26)	CUST# 224241 03J18858 \$200.14 03J17895 \$79.96
12/29/2016	002742	PC Solutions	38.00		( 910,051.26)	JACKSON HOUSING CO M16657 \$38.00
12/29/2016	002743	Pentluk, Couvreur & Kobijak, P.C	108.00		( 910,159.26)	ACCT# 114310.001 29130 \$108.00
12/29/2016	002744	PLUC - SBD Grand Island	35.10		( 910,194.36)	ACCT# 1044559-10001 01.01.2017-01.31.2017 BILLING PERIOD
12/29/2016	002745	JACKSON YMCA	290.87		( 910,485.23)	JACKSON YMCA MEMBERSHIP JAN, FEB, MARCH 2017 MEMBERSHIP FEES

Date: 01/05/2017  
Time: 11:39:19

Jackson Housing Commission  
Check Register Summary Report  
General COCC Account

From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/29/2016	002746	Community Action Agency	833.53		( 911,318.76)	TENANT SERVICES TENANT SERVICES - DEC 12.1.2016-12.31.2016 5TH MONTH
12/29/2016	002747	JASON OMO	36.00		( 911,354.76)	JHC GAME NIGHT REIMBURSEMENT WALMART \$16.92 LITTLE CAESARS \$19.08
<b>Total:</b>			23,575.14	0.00		



Date: 01/05/2017  
Time: 11:39:45

Jackson Housing Commission  
**Check Register Summary Report**  
Section 8 Housing Voucher Prog  
From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
12/01/2016	054437	TALX THE WORK NUMBER	89.70	( 517,899.48)		CUST# 8805983 B1-82273 \$89.70
12/05/2016	054438	Grand River Insurance Agency, LLC	244.03	( 518,143.51)		GRB WVC5002339 01 GRB WVC5002339 01
12/14/2016	054439	AccuShred, LLC	25.00	( 518,168.51)		1 INVOICE 35973 \$25.00
12/14/2016	054440	Community Action Agency	416.60	( 518,585.11)		1 INVOICE TENANT SERVICES 5TH MONTH 11.1.2016-11.30.2016
12/14/2016	054441	City Of Jackson - Finance Department	1,720.02	( 520,305.13)		EE&ER CONTRIBUTIONS EE&ER CONTRIBUTIONS NOVEMBER
12/14/2016	054442	HOUSING DATA SYSTEMS, INC.	42.60	( 520,347.73)		CLIENT ID# 6183 222180 \$42.60
12/14/2016	054443	PC Solutions	158.83	( 520,506.56)		JACKSON HOUSING CO M16477 \$158.83
12/14/2016	054444	SPRINT	24.15	( 520,530.71)		128763256 128763256-027 \$24.15
12/14/2016	054445	The SBAM Plan	2,235.45	( 522,766.16)		CID# 281224 1.1.2017-1.31.2017
12/14/2016	054446	TRANS UNION LLC	33.95	( 522,800.11)		CUST# 4408R0064047 11631193 \$33.95
12/16/2016	054447	Jackson Housing Commission	9,000.00	( 531,800.11)		SECTION 8 MANAGEMENT FEES S8 MANAGEMENT FEES OCT, NOV, DEC 2016
12/16/2016	054448	Jackson Transportation Authority	35.00	( 531,835.11)		1 INVOICE 0027285-IN \$35.00
12/29/2016	054449	AFLAC	250.44	( 532,085.55)		ACCT# VX312 313451 \$250.44
12/29/2016	054450	Blue Sea L.L.C.	18.00	( 532,103.55)		WEB HOSTING FEE JAN- MARCH 2017 WEB HOSTING FEE
12/29/2016	054451	PLIC - SBD Grand Island	17.55	( 532,121.10)		ACCT# 1044559-10001 01.01.2017-01.31.2017 BILLING PERIOD
12/29/2016	054452	TALX THE WORK NUMBER	179.45	( 532,300.55)		CUST# 8805983 B1-136262 \$179.45
12/29/2016	054453	Community Action Agency	416.60	( 532,717.15)		TENANT SERVICES

Date: 01/05/2017  
Time: 11:39:45

Page: 2

Jackson Housing Commission  
**Check Register Summary Report**  
Section 8 Housing Voucher Prog  
From: 12/01/2016 To: 12/31/2016

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
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TENANT SERVICES - DEC  
12.1.2016-12.31.2016  
5TH MONTH

Total: 14,907.37 0.00

**Jackson Housing Commission**  
Jackson, MI

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

**RESOLUTION NO. 2017-01**

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	\$ 1,269.60
AMP 2: Reed Manor	\$11,901.96
AMP 3: Shahan-Blackstone Apts.	<u>\$ 1,359.50</u>
<b>Total</b>	<b>\$14,531.06</b>

The attached Collection Losses Report reflects the delinquent amount of **\$14,531.06** and is hereby approved for fiscal year 2016-2017 write-off.

Commissioner \_\_\_\_\_ **MOVED** to adopt the foregoing Resolution as read.  
Commissioner \_\_\_\_\_ **SECONDED** the motion, and, roll call vote the "AYES"  
and "NAYS" were as follows:

AYES:  
NAYS:  
ABSTAIN:  
ABSENT:

President 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 January 18, 2017.

\_\_\_\_\_  
Michele Pultz-Orthaus  
President

# Collection Losses Report

*Three months or greater*

January 2017

Board Resolution 2017-01

Property	Account #	EOP Date	Amount
Chalet Terrace	001-1197-09	01-06-15	\$543.10
Chalet Terrace	01-1114-05	10/06/15	\$ 4.50
Chalet Terrace	001-1168-09	02-29-16	\$ 63.00
Chalet Terrace	001-1172-06	07/20/16	\$ 550.00
Chalet Terrace	001-1147-10	10/03/16	\$ 109.00
Reed Manor	002-4485-04	12/10/14	\$354.81
Reed Manor	002-3295-08	10/04/15	\$588.10
Reed Manor	002-4385-10	01/06/15	\$585.10
Reed Manor	002-4422-07	01/09/15	\$346.00
Reed Manor	002-3272-07	01/31/15	\$424.00
Reed Manor	002-3264-11	02/28/15	\$249.00
Reed Manor	002-3335-09	03/13/15	\$471.75
Reed Manor	002-3278-06	03/16/15	\$304.70
Reed Manor	002-4374-06	03/31/15	\$601.00
Reed Manor	002-3237-07	03/31/15	\$128.50
Reed Manor	002-3230-04	02/09/16	\$965.00
Reed Manor	002-3245-07	06/08/16	\$3,655.00
Reed Manor	002-3299-13	08/31/16	\$515.00
Reed Manor	002-4487-04	10/27/16	\$748.00
Reed Manor	002-3298-10	11-24-15	\$171.00
Reed Manor	002-3265-10	11-30-15	\$100.00
Reed Manor	002-3256-08	07/28/16	\$447.00
Reed Manor	002-3277-08	07/15/16	\$207.00
Reed Manor	002-4373-06	07/30/16	\$316.00
Reed Manor	002-4433-10	07/26/16	\$ 17.00
Reed Manor	002-4492-10	07/20/16	\$ 708.00
Shahan Blackstone	003-5529-08	01/16/15	\$1,359.50

Property	Total
Chalet Terrace	\$ 1,269.60
Reed Manor	\$11,901.96
Shahan Blackstone North	\$ 1,359.50
<b>Total Write Off</b>	<b>\$14,531.06</b>

Note: Accounts are written off at the end of the month and after three months of delinquency.

**Jackson Housing Commission**  
Jackson, MI

The following Resolution was introduced by \_\_\_\_\_, read in full and considered:

**RESOLUTION NO. 2017-02**

**WHEREAS**, the Jackson Housing Commission staff followed the Commission's procurement policy for seeking proposals from Energy Service Companies (ESCOs) in accordance with applicable HUD policies, procedures, rules and regulations;

**WHEREAS**, the Commission contract files include Request for Proposals (RFP), Proposals, and Evaluations of Proposals and Non-Disclosure statements;

**WHEREAS** Honeywell's proposal provided a plan for comprehensive energy management and energy-related capital improvement services that will improve the energy and water efficiency of the Commission's properties;

**WHEREAS**, an Energy Performance Contract in which payment of the obligation is guaranteed by Honeywell to be less than the energy cost savings attributable to the services of equipment under the contract for the term of the contract.

**THEREFORE BE IT RESOLVED THAT** the JHC Board of Commissioners authorizes the Executive Director to enter a contract with Honeywell to implement a full range of energy and water efficiency services and energy-related capital improvements financed through a performance based contract with guaranteed savings at no initial cost to the Commission;

Commissioner \_\_\_\_\_ **MOVED** to adopt the foregoing Resolution as introduced and read.  
Commissioner \_\_\_\_\_ **SECONDED** the motion and, upon voice vote the "AYES" and "NAYS" were as follows:

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_ 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 January 18, 2017.

\_\_\_\_\_  
Michelle Pultz-Orthaus  
President

**Energy Performance Contract  
Proposal and Evaluation Scores  
January 2016**

Tabulation	Averaged		Averaged		Averaged		Averaged		TOTAL Interview	20pts		40pts		20pts		140 pts Point total	
	Project Experience	Management & Staffing Plan	Technical Capacity	Financial Terms	Interview	% Weight at 20pts Project Experience	Management & Staffing	Technical Capacity		Financial Terms	Proposed Project Schedule	Interview	Technical Capacity	Financial Terms	Proposed Project Schedule		
<b>Honeywell</b>																	
Evaluator 1	4.75	4.43	4.25	4.67	96.00	19.00	17.71	34.00	37.33	18.00	16.00	32.67	40.00	19.00	16.67	123.05	
Evaluator 2	4.00	4.00	4.08	5.00	100.00	16.00	16.00	34.00	40.00	19.00	16.00	32.67	40.00	19.00	16.67	124.33	
Evaluator 3	4.75	4.86	4.92	5.00	113.00	19.00	19.43	39.33	40.00	19.00	19.43	39.33	40.00	19.00	18.83	136.60	
Evaluator 4	4.75	3.33	3.22	4.00	N/A	19.00	13.33	25.78	32.00	N/A	N/A	25.78	32.00	N/A	N/A	71.11	
Evaluator 5	5.00	5.00	4.22	4.80	117.00	20.00	20.00	33.78	38.40	18.00	19.50	33.78	38.40	18.00	19.50	129.68	
<b>Johnson Controls</b>																	
Evaluator 1	4.50	4.29	4.42	4.33	93.00	18.00	17.14	35.33	34.67	16.00	15.50	35.33	34.67	16.00	15.50	118.64	
Evaluator 2	4.75	4.17	4.25	3.00	105.00	19.00	16.67	34.00	24.00	17.00	17.50	34.00	24.00	17.00	17.50	109.17	
Evaluator 3	5.00	5.00	5.00	5.00	118.00	20.00	20.00	40.00	40.00	14.00	19.67	40.00	40.00	14.00	19.67	133.67	
Evaluator 4	4.75	3.67	4.00	4.50	N/A	19.00	14.67	32.00	36.00	N/A	N/A	32.00	36.00	N/A	N/A	82.67	
Evaluator 5	4.00	5.00	4.70	4.00	120.00	16.00	20.00	37.60	32.00	18.00	20.00	37.60	32.00	18.00	20.00	127.60	
<b>WindWaterEnergy</b>																	
Evaluator 1	2.50	2.57	2.67	2.00	34.00	10.00	10.29	21.33	16.00	10.00	5.67	21.33	16.00	10.00	5.67	63.29	
Evaluator 2	2.00	2.67	3.00	1.83	66.00	8.00	10.67	24.00	14.67	15.00	11.00	24.00	14.67	15.00	11.00	75.33	
Evaluator 3	3.50	3.43	3.17	3.33	87.00	14.00	13.71	25.33	26.67	5.00	14.50	25.33	26.67	5.00	14.50	85.21	
Evaluator 4	3.00	1.83	1.78	3.00	N/A	12.00	7.33	14.22	24.00	N/A	N/A	14.22	24.00	N/A	N/A	45.56	
Evaluator 5	2.00	1.50	1.22	3.00	71.00	8.00	6.00	9.78	24.00	5.00	11.83	9.78	24.00	5.00	11.83	56.61	
<b>Weighted Totals</b>																	
<b>Honeywell</b>																	
Evaluator 1	123.05	0.88	0.88	122.64													
Evaluator 2	124.33	0.89	0.88														
Evaluator 3	136.60	0.98	0.98														
Evaluator 4	99.56	0.71	0.71														
Evaluator 5	129.68	0.93	0.93														
<b>Johnson Controls</b>																	
Evaluator 1	118.64	0.85	0.86	120.96													
Evaluator 2	109.17	0.78	0.78														
Evaluator 3	133.67	0.95	0.95														
Evaluator 4	115.73	0.83	0.83														
Evaluator 5	127.60	0.91	0.91														
<b>WindWaterEnergy</b>																	
Evaluator 1	63.29	0.45	0.49	68.84													
Evaluator 2	75.33	0.54	0.54														
Evaluator 3	85.21	0.61	0.61														
Evaluator 4	63.78	0.46	0.46														
Evaluator 5	56.61	0.40	0.40														

# Leasing and HAP Utilization

Cy 2016

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)	NRP Available
Balance Forward											54,518
January	198,520	192,987	97.3%	436	442.63	91.8%	475	527	4	5,533	60,582
February	180,945	197,887	109.4%	441	448.72	92.9%	475	1,365	4	(16,942)	45,009
March	196,972	198,837	101.0%	448	443.83	94.4%	475	1,555	4	(1,865)	44,703
April	197,361	206,280	104.6%	454	454.36	95.6%	475	1,230	4	(8,919)	37,018
May	204,356	210,732	103.2%	459	459.11	96.7%	475	2,026	4	(6,376)	32,672
June	162,565	207,618	127.8%	465	446.49	97.9%	475	534	3	(45,053)	-11,844
July	203,684	210,720	103.5%	459	459.09	96.7%	475	747	3	(7,036)	-18,130
August	270,484	203,889	75.4%	456	447.13	96.0%	475	781	3	66,595	49,249
September	214,947	210,017	97.7%	461	455.57	97.1%	475	724	4	4,930	54,907
October	215,398	206,845	96.1%	454	455.61	95.6%	475	488	5	8,553	63,953
November	215,819	208,079	96.5%	451	461.37	95.0%	475	819	5	7,740	72,517
December	429,151	212,871	50.0%	456	466.82	96.0%	475	479	5	216,280	289,281
	269020	2466762	96.9%	5440	453.40	95.5%	5700	11275	48	223,440	

**Jackson Housing Commission**  
**Report of Tenants Accounts Receivable (TARs)**  
Public Housing - December 2016  
Project: 001 - Chalet Terrace

**A. Basic Identification Data**

3. Total Units Available: 128      5. Fiscal Year Beginning: 04/01/2016      6. Report Period Ending Date: 12/31/2016

**B. Charges to Tenants**

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 120      2. Total Charges: 26,157.80      3. Dwelling Rental: 24,076.50      4. Retroactive Rent: 0.00      5. Excess Utility: 353.50      6. Additional Charges: 1,727.80

**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	10	886.97	0.00	38.50	648.50	1,573.97
Over One Month Delinquent	62	18,486.33	0.00	849.33	12,687.44	32,023.10
<b>Total for TIP</b>	<b>72</b>					<b>33,597.07</b>
Vacated TAR	19					5,932.23
<b>Total</b>	<b>91</b>					<b>39,529.30</b>

**D. TARs**

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	22	8,261.32
Under Formal Repayment Agreement with Payments Up-to-Date	22	8,261.32
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	50	25,335.75

**E. Percentage Analysis**

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date)	Prct. FY (one year to date)	Previous FY (two years to date)
	12/31/2016	12/31/2015	12/31/2014
1. Percent of Accounts Delinquent to No. of Tenants In Possession	60	60	60
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	97	60	55

**F. Collection Losses**

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	14.00



**Jackson Housing Commission**  
**Report of Tenants Accounts Receivable (TARs)**  
Public Housing - December 2016  
Project: 002 - Reed Manor

**A. Basic Identification Data**

3. Total Units Available: 292      5. Fiscal Year Beginning: 04/01/2016      6. Report Period Ending Date: 12/31/2016

**B. Charges to Tenants**

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 286      2. Total Charges: 59,192.60      3. Dwelling Rental: 57,011.00      4. Retroactive Rent: 400.00      5. Excess Utility: 6.00      6. Additional Charges: 1,775.60

**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	28	2,906.00	0.00	0.00	1,053.00	3,959.00
Over One Month Delinquent	79	8,509.75	503.00	85.00	20,798.90	29,896.65
<b>Total for TIP</b>	<b>107</b>					<b>33,855.65</b>
Vacated TAR	40					19,730.93
<b>Total</b>	<b>147</b>					<b>53,586.58</b>

**D. TARs**

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	48	19,246.37
Under Formal Repayment Agreement with Payments Up-to-Date	48	19,246.37
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	59	14,609.28

**E. Percentage Analysis**

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date)	Pr or FY (one year to date)	Previous FY (two years to date)
	12/31/2016	12/31/2015	12/31/2014
1. Percent of Accounts Delinquent to No. of Tenants In Possession	37	32	30
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	25	27	25

**F. Collection Losses**

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	6,382.78

**Jackson Housing Commission**  
**Report of Tenants Accounts Receivable (TARs)**  
Public Housing - December 2016  
Project: 003 - Shahan-Blackstone

**A. Basic Identification Data**

3. Total Units Available: 120      5. Fiscal Year Beginning: 04/01/2016      6. Report Period Ending Date: 12/31/2016

**B. Charges to Tenants**

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 107      2. Total Charges: 9,899.50      3. Dwelling Rental: 9,474.70      4. Retroactive Rent: 55.00      5. Excess Utility: 20.00      6. Additional Charges: 349.80

**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	8	1,134.34	0.00	0.00	165.00	1,299.34
Over One Month Delinquent	20	3,033.50	35.00	246.48	3,790.41	7,105.39
<b>Total for TIP</b>	<b>28</b>					<b>8,404.73</b>
Vacated TAR	10					6,278.35
<b>Total</b>	<b>38</b>					<b>14,683.08</b>

**D. TARs**

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	9	3,312.90
Under Formal Repayment Agreement with Payments Up-to-Date	9	3,312.90
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	19	5,091.83

**E. Percentage Analysis**

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date)	Prict FY (one year to date)	Previous FY (two years to date)
	12/31/2016	12/31/2015	12/31/2014
1. Percent of Accounts Delinquent to No. of Tenants In Possession	26	38	38
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	51	99	67

**F. Collection Losses**

1. Amount Charged to Loss this Period      0.00  
2. Amount Charged to Loss this Year to Date      2,138.87

**Jackson Housing Commission**  
**Report of Tenants Accounts Receivable (TARs)**  
 Public Housing - December 2016  
 Project: ALL - Summary

**A. Basic Identification Data**

3. Total Units Available: 540      5. Fiscal Year Beginning: 04/01/2016      6. Reprcl Period Ending Date: 12/31/2016

**B. Charges to Tenants**

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 513      2. Total Charges: 95,249.90      3. Dwelling Rental: 90,562.20      4. Retroactive Rent: 455.00      5. Excess Utility: 379.50      6. Additional Charges: 3,853.20

**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	46	4,927.31	0.00	38.50	1,866.50	6,832.31
Over One Month Delinquent	161	30,029.58	538.00	1,180.81	37,276.75	69,025.14
<b>Total for TIP</b>	<b>207</b>					<b>75,857.45</b>
Vacated TAR	69					31,941.51
<b>Total</b>	<b>276</b>					<b>107,798.96</b>

**D. TARs**

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	79	30,820.59
Under Formal Repayment Agreement with Payments Up-to-Date	79	30,820.59
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	128	45,036.86

**E. Percentage Analysis**

Tenants in Possession (TIP) Accounts Receivable	Current Reporting Period (end date) 12/31/2016	Pr or FY (one year to date) 12/31/2015	Previous FY (two years to date) 12/31/2014
1. Percent of Accounts Delinquent to No. of Tenants In Possession	40	40	38
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	47	46	39

**F. Collection Losses**

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	8,535.65

# Jackson Housing Commission Consolidated TARS Report

December 2017

AMP	Total Rents	Rents Collected	% of Rents Collected	Vacant Units	% of Units Vacant	Notices to Vacate	14 Day Notices	Court Filings
Chalet Terrace	128	78	61	8	6	n/a	35	7
Reed Manor	292	207	71	6	2	n/a	51	28
Shahan Blackstone	120	89	74	13	10	n/a	14	4

# Move-Outs Report

## December 2016

<b>AMP</b>	<b>Account Number</b>	<b>Move-Out</b>	<b>Reason</b>
Chalet Terrace	P-001-1111-04	12-12-16	Moved in with family
Chalet Terrace	P-001-1193-06	12-13-16	Lease violation
Chalet Terrace	P-001-1121-04	12-28-16	Eviction
Chalet Terrace	P-001-1129-10	12-29-16	Eviction
Reed Manor	P-002-3362-06	12-01-16	Eviction
Reed Manor	P-002-3296-14	12-23-16	Eviction

Jackson Housing Commission

**PHAS - Vacant Unit Turnaround Time**

Public Housing

for Units Re-Occupied between: 12/01/2016 and 12/31/2016

Exempt Days

Prt-Unit	Street	Apt #	Vacated	Issued to Maintenance	Down-Time Days	Maintenance Completed	Make-Ready Days	Re-Occupied	Lease-Up Days	Vacancy Days	Capital Funds	Down Time	Other	
													Make Ready	Lease Up
003-5522	104 Shahan Drive		09/06/2016	09/06/2016	0	11/28/2016	83	12/15/2016	16	99	0	0	0	0
003-6591	348 Moorman Drive		09/06/2016	09/06/2016	0	11/28/2016	83	12/02/2016	3	86	0	0	0	0
001-7643	122 Stanley		09/07/2016	09/08/2016	0	10/14/2016	37	12/12/2016	58	95	0	0	0	0
001-7647	1415 Merriman		09/19/2016	10/19/2016	29	11/22/2016	35	12/05/2016	12	76	0	0	0	0
003-7619	911 Spring		09/30/2016	09/30/2016	0	12/20/2016	81	12/21/2016	0	81	0	0	0	0
003-6582	339 Moorman Drive		10/06/2016	10/15/2016	8	12/16/2016	62	12/16/2016	0	70	0	0	0	0
001-1159	1211 Heather Lane		10/24/2016	10/28/2016	3	11/21/2016	25	12/01/2016	9	37	0	0	0	0
001-1108	1239 Laurel Lane		10/31/2016	10/31/2016	0	12/06/2016	36	12/15/2016	8	44	0	0	0	0
002-3252	301 Steward Ave	D-5	11/06/2016	11/07/2016	0	12/08/2016	32	12/16/2016	7	39	0	0	0	0
002-3352	301 Steward Avenue	G-27	11/06/2016	11/07/2016	0	12/01/2016	24	12/01/2016	0	24	0	0	0	0
002-2206	428 Wildwood Ave	A-6	11/07/2016	11/07/2016	0	12/01/2016	24	12/05/2016	3	27	0	0	0	0
002-4489	315 Steward Avenue	I-76	11/21/2016	11/22/2016	0	12/20/2016	29	12/21/2016	0	29	0	0	0	0
002-3256	301 Steward Ave	D-9	11/27/2016	11/28/2016	0	12/16/2016	19	12/19/2016	2	21	0	0	0	0
002-3246	301 Steward Ave	B-23	12/04/2016	12/05/2016	0	12/06/2016	2	12/19/2016	12	14	0	0	0	0
<b>Total Units:</b>	<b>14</b>				<b>40</b>		<b>572</b>		<b>130</b>	<b>742</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Jackson Housing Commission  
**PHAS - Vacant Unit Turnaround Time**  
Public Housing  
for Units Re-Occupied between: 12/01/2016 and 12/31/2016

Element # - Description	
V12400 - Total number of turnaround days:	742
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:	14
V12800 - Average number of days units were in down time:	2.86
V12900 - Average number of days units were in make-ready:	40.86
V13000 - Average number of days units were in lease-up:	9.29
V13100 - Average unit turnaround days:	53.01

**JACKSON HOUSING COMMISSION  
COMMISSION MEETING  
PETTY CASH REPORT  
Dec-16**

<i>DATE:</i>	<i>NUMBER:</i>	<i>DESCRIPTION: Petty Cash December 2016</i>	<i>ACCOUNT#</i>	<i>USED:</i>	<i>AMOUNT</i>	<i>ADJUSTMENT</i>	<i>BALANCE</i>
12.06.2016	568	Replenish petty cash		\$ (1,667.85)			\$ 2,007.71
12.06.2016	569	Sammuel Tomlin mileage reimbursement 11.11.16-11.18.16	91800.3	\$ 21.06			\$ 1,986.65
12.06.2016	570	Tammy Lovely court filings	91700.1	\$ 345.00			\$ 1,641.65
12.06.2016	571	Tammy Lovely court filings	91700.2	\$ 385.00			\$ 1,256.65
12.07.2016	572	Laura Stevens mileage reimbursement 11.18.16-11.25.16	91800.1	\$ 75.60			\$ 1,181.05
12.07.2016	573	Tammy Lovely mileage reimbursement 11.7.16-12.2.16	91800.4	\$ 28.72			\$ 1,152.33
12.07.2016	574	Gary Cram mileage reimbursement 11.25.16-12.1.16	91800.2	\$ 79.38			\$ 1,072.95
10.09.2016	575	Chelsea Bryant Homeless Connect reimbursement	91600.4	\$ 12.68			\$ 1,060.27
12.09.2016	576	Michael Spang mileage reimbursement 12.316-12.916	91800.2	\$ 20.79			\$ 1,039.48
12.15.2016	577	Deb Davis mileage reimbursement 11.18.16-11.23.16	91800.4	\$ 9.72			\$ 1,029.76
12.15.2016	578	Deb Davis office supplies	91600.4	\$ 53.19			\$ 976.57
			91700.1 \$45.00				
12.16.2016	579	Tammy Lovely court filings-WRTT	91700.2 \$15.00	\$ 60.00			\$ 916.57
12.16.2016	580	Tammy Lovely mileage reimbursement 12.5.16-12.16.16	91800.4	\$ 26.14			\$ 890.43
12.19.2016	581	Janna Pool mileage reimbursement 11.1.16-11.30.16	91800.1	\$ 37.58			\$ 852.85
			91700.1 \$45.00				
12.21.2016	582	Tammy Lovely court filings	91700.2 \$30.00	\$ 75.00			\$ 777.85
12.27.2016	583	Jason Orno shipping fees for Performance Automotive- (tractor)	94200.3	\$ 35.00			\$ 742.85
			91700.1 \$220.00				
12.29.2016	584	Tammy Lovely court filings	91700.3 \$385.00	\$ 605.00			\$ 137.85



**Jackson Housing Commission  
Completed Emergency Work Orders -December 2016**

WO #	Date	Time	Problem	Address	No.Hrs
84138	12/1/2016	09:00	AM No heat	152 Shahan Drive	0.77
84200	12/5/2016	10:08	AM No heat down stairs and remove fridge	1211 Laurel Lane	0.37
84204	12/5/2016	12:54	PM No Heat	105 Shahan Drive	0.38
84205	12/7/2016	01:15	PM Front door will not open	916 N Blackstone	48.9
84208	12/5/2016	03:29	PM No Heat	1227 Heather Lane	0.35
84235	12/6/2016	01:38	PM No heat. Something wrong with the toilet.	1209 Heather Lane	0.87
84247	12/7/2016	07:39	AM No heat and the outside front light is out.	1225 Laurel Lane	2.35
84317	12/8/2016	08:38	AM No Heat	1213 Plymouth	1.7
84354	12/9/2016	10:14	AM Water leaking in back hallway by water heater	343 W. Monroe	1.27
84359	12/9/2016	11:57	AM No hot water.	1241 Laurel Lane	1.3
84361	12/9/2016	02:11	PM No hot water	335 Madison	0.65
84369	12/12/2016	07:45	AM No hot water.	114 Laurel Court	1.5
84393	12/12/2016	01:19	PM Check carbon dioxide	112 Shahan Drive	0.6
84403	12/12/2016	09:00	AM No heat	130 Shahan Drive	79.75
84412	12/13/2016	08:59	AM No heat.	110 Laurel Court	0.27
84432	12/14/2016	08:30	AM No heat	154 Shahan Drive	1
84451	12/15/2016	08:00	AM No heat	148 Shahan Drive	2
84460	12/15/2016	01:04	PM No heat.	1226 Heather Lane	0.77
84502	12/19/2016	09:30	AM No heat	208 Janke Street	1.97
84573	12/27/2016	11:00	AM No heat	210 Janke Street,	2.48
84794	12/4/2016	03:15	PM Toilet is old needs to be replaced. Funny smell i	327 Barberry Drive	0.25
84795	12/5/2016	07:16	PM No heat	349 Moorman Drive	0.73
84796	12/4/2016	01:00	PM No Heat.	1227 Heather Lane	0.25
84797	12/4/2016	12:00	PM No heat downstairs. The upstairs is getting heat	1211 Laurel Lane	0.25
84798	12/3/2016	04:00	PM No heat leak under toilet	212 Janke Street	0.75
84799	12/19/2016	07:00	PM Clogged toilet.	1226 Heather Lane	0.75
84800	12/18/2016	07:45	PM No hot water	1260 Laurel Lane	0.5
84801	12/10/2016	04:40	PM No heat.	2017 Pringle	0.75
84802	12/17/2016	07:15	PM No hot water	339 Moorman Drive	0.5
84803	12/30/2016	09:30	AM Sink leaking underneath.	1217 Merriman	0.25
84804	12/30/2016	06:00	AM No heat.	1240 Laurel Lane	0.5

**Jackson Housing Commission  
Completed Emergency Work Orders -December 2016**

84805	12/16/2016	01:05	AM	No heat		216 Janke Street	0.88
84806	12/25/2016	09:00	AM	Water from floor drain all oven unit.		1207 Merriman	0.5
84807	12/12/2016	06:30	PM	alarms not set			0.5
84808	12/25/2016	08:00	AM	Meet with plumber to unclog main drain.		1207 Merriman	0.5
84810	12/9/2016	08:20	PM	tub leaking into furnace room when taking a bath		409 McKinley	0.83
84811	12/30/2016	07:15	AM	No heat		130 Shahan Drive	1
84812	12/26/2016	07:15	PM	clogged toilet		140 Shahan Drive	0.75
84813	12/23/2016	02:15	PM	No hot water		332 Moorman Drive	0.5
84814	12/23/2016	11:30	AM	No heat		148 Shahan Drive	0.5
84815	12/21/2016	04:15	PM	pipe frozen under kitchen sink		118 Shahan Drive	0.25
84817	12/24/2016	09:15	PM	Floor drain is still clogged.		1207 Merriman	0.25
84818	12/12/2016	06:30	PM	alarms not set			192.5
84819	12/24/2016	06:15	PM	Floor drain backing up.		1207 Merriman	0.5
84820	12/24/2016	05:45	PM	Fridge not working.		317 Barberry Drive	0.5
84821	12/24/2016	11:45	AM	Closed community room.			0.5
84822	12/9/2016	04:00	AM	Fire alarm going off in I-Building			0.75
84823	12/6/2016	04:00	AM	Alarm going off in Maintenance Garage in I-Build			0.5
84824	12/24/2016	09:45	AM	Open community room for food pantry.			0.25
84825	12/4/2016	05:15	PM	Lock out		315 Steward Avenue #I-25	0.5
84826	12/23/2016	06:30	PM	Toilet tank leaking at bolt.		1226 Heather Lane	0.25
84827	12/14/2016	08:45	AM	Lock Out		207 Steward Avenue #H-4	0.5
84828	12/3/2016	05:00	PM	Close C-Building Community Room			0.25
84830	12/3/2016	04:45	PM	No hot water		315 Steward Avenue #I-4	0.25
84832	12/3/2016	12:30	PM	Party in C-Building Community Room			0.5
84834	12/16/2016	12:30	PM	Key fobs not working			0.5
84837	12/19/2016	09:00	AM	Lock out		315 Steward Avenue #I-25	0.5
84838	12/17/2016	04:00	AM	Lock out		301 Steward Ave #B-17	1
84839	12/17/2016	05:15	PM	Key fobs not working			0.5
84840	12/13/2016	10:22	PM	Lock out		301 Steward Avenue #G-14	0.42
84841	12/12/2016	06:30	PM	Alarms not set			0.5
84843	12/11/2016	03:00	PM	Lock out			0.67
84844	12/10/2016	01:55	PM	Report of wire burning smell			0.67

**Jackson Housing Commission  
Completed Emergency Work Orders -December 2016**

84845	12/9/2016	10:49	PM	Lock out	301 Steward Avenue #G-11	0.5
84848	12/30/2016	10:00	AM	Toilet not working	301 Steward Avenue #G-32	1.5
84849	12/29/2016	11:55	PM	Broken window	301 Steward Ave #B-18	25.25
84850	12/26/2016	03:00	PM	Toilet flood last night. Tenant was able to unplug	315 Steward Avenue #I-38	1
84851	12/25/2016	12:30	PM	Lock out	301 Steward Avenue #G-20	0.5
84852	12/24/2016	05:15	PM	Water leak		0.5
84853	12/24/2016	10:15	AM	No water pressure	207 Steward Avenue #H-43	0.5
84854	12/22/2016	06:15	PM	Alarm not set		0.5
84867	12/23/2016	12:00	PM	Alarm going off in Maintenance Garage		0.5
84868	12/22/2016	11:15	AM	Toilet leak and clogged main	428 Wildwood Ave #A-5	-11
84869	12/22/2016	09:45	AM	Let carpet cleaners in for flood		0.5
84870	12/22/2016	09:00	AM	Ice on north entrance, I-35 man fell	315 Steward Avenue #I-68	0.75
84871	12/22/2016	07:45	AM	Fire alarm		1
84873	12/21/2016	04:45	PM	Main water line break		2.25
84878	12/1/2016	11:20	PM	Lock out	301 Steward Avenue #G-40	0.92
84879	12/30/2016	12:00	PM	Broken toilet	301 Steward Avenue #G-32	2
84880	12/30/2016	02:00	PM	Plugged toilet	315 Steward Avenue #I-55	0.42
84881	12/31/2016	11:00	AM	Kitchen sink drain plugged	207 Steward Avenue #H-4	0.68
84882	12/31/2016	11:41	AM	Lock out	207 Steward Avenue #H-20,	0.57

# Utility Cost and Consumption Report

Chalet Terrace (AMP 1)

MONTH	ELECTRICITY		GAS		WATER		WATER		SEWER		TOTAL		TOTAL MONTHLY UTILITY 2016
	KW HOURS CONSUMP	NET BILL	MCF CONSUMP	NET BILL	CCF CONSUMP	WATER BILL	SEWER BILL	WATER BILL	TOTAL WATER BILL				
Jan-16	50,674	\$ 6,395.37	927	\$ 7,314.07	-	-	-	-	-	-	-	\$ 13,709.44	
Jan-15	38,778	\$ 7,648.94	1,136	\$ 17,503.50	19,300	\$ 620.00	\$ 342.53	\$ 962.53	\$ 26,114.97				
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-15	45,460	\$ 5,710.74	1,170	\$ 19,871.54					\$ 25,582.28				
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-15	56,595	\$ 6,691.49	1,336	\$ 14,486.26	187,840	\$ 6,670.98	\$ 3,491.89	\$ 10,162.87	\$ 31,340.62				
Apr-16	51,640	\$ 6,539.83	866	\$ 10,760.42					\$ 17,300.25				
Apr-15	45,110	\$ 5,522.67	1,521	\$ 8,731.51	18,500	\$ 605.10	\$ 4,335.05	\$ 605.10	\$ 14,859.28				
May-16	45,200	\$ 5,914.46	470	\$ 5,666.76	249,400	\$ 8,077.28	\$ 4,952.30	\$ 12,412.33	\$ 23,993.55				
May-15	40,440	\$ 5,009.10	848	\$ 6,696.43	295,450	\$ 9,045.91	\$ 4,952.30	\$ 13,998.21	\$ 26,114.97				
Jun-16	47,380	\$ 6,146.72	361	\$ 2,411.12	27,400	\$ 805.93	\$ 450.38	\$ 1,256.31	\$ 9,814.15				
Jun-15	41,659	\$ 15,004.91	293	\$ 4,207.42	17,500	\$ 577.26	\$ 296.67	\$ 873.93	\$ 20,086.26				
Jul-16	45,216	\$ 5,350.28	224	\$ 501.48	324,379	\$ 10,798.27	\$ 5,912.81	\$ 16,711.08	\$ 22,562.84				
Jul-15	48,667	\$ 6,781.56	229	\$ 1,805.77	273,400	\$ 8,718.48	\$ 3,591.17	\$ 12,309.65	\$ 20,896.98				
Aug-16	40,419	\$ 5,640.32	172	\$ 522.53	19,000	\$ 745.56	\$ 393.26	\$ 1,138.82	\$ 7,301.67				
Aug-15	45,693	\$ 6,719.49	166	\$ 1,356.88					\$ 8,076.37				
Sep-16	44,245	\$ 6,065.11	188	\$ 40.09	24,400	\$ 818.77	\$ 455.98	\$ 1,274.75	\$ 7,379.95				
Sep-15	45,372	\$ 6,229.25	217	\$ 1,748.21	22,400	\$ 698.65	\$ 387.11	\$ 1,085.76	\$ 9,063.22				
Oct-16	49,928	\$ 6,378.64	201	\$ 706.64					\$ 7,085.28				
Oct-15	47,639	\$ 5,787.04	341	\$ 2,636.31					\$ 8,423.35				
Nov-16	68,661	\$ 5,422.74	418	\$ 2,129.16	301,821	\$ 9,568.10	\$ 5,182.18	\$ 14,750.28	\$ 22,302.18				
Nov-15	41,142	\$ 5,200.92	658	\$ 4,117.88	254,500	\$ 8,075.41	\$ 4,377.49	\$ 12,452.90	\$ 21,771.70				
Dec-16	23,930	\$ 6,296.30	780	\$ 3,975.60	21,900	\$ 754.96	\$ 417.72	\$ 1,172.68	\$ 11,444.58				
Dec-15	51,402	\$ 6,070.24	814	\$ 6,138.26	23,300	\$ 716.81	\$ 398.93	\$ 1,115.74	\$ 13,324.24				
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				
2015	547,957	\$ 82,376.35	8,729	\$ 89,299.97	1,112,190	\$ 35,728.60	\$ 17,838.09	\$ 53,566.69	\$ 225,654.24				

# Utility Cost and Consumption Report

Reed Manor (AMP 2)

MONTH	ELECTRICITY		GAS		WATER		SEWER		TOTAL	
	KW HOURS CONSUMP	NET BILL	MCF CONSUMP	NET BILL	CCF CONSUMP	WATER BILL	SEWER BILL	WATER BILL	TOTAL MONTHLY UTILITY 2016	
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-15	141,080	\$ 16,136.50	965	\$ 7,523.53	99,400	\$ 2,705.49	\$ 1,560.75	\$ 4,266.24	\$ 27,926.27	
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-15	121,200	\$ 13,960.04	1,335	\$ 11,369.37	123,700	\$ 3,273.23	\$ 1,921.95	\$ 5,195.18	\$ 30,524.59	
Mar-16	102,320	\$ 12,133.57	1,021	\$ 8,032.16	121,818	\$ 3,074.83	\$ 1,881.87	\$ 4,938.50	\$ 25,102.23	
Mar-15	117,640	\$ 13,817.34	1,442	\$ 12,151.92	97,600	\$ 2,624.27	\$ 1,527.94	\$ 4,152.21	\$ 30,121.47	
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-15	112,240	\$ 12,770.55	880	\$ 6,561.30	113,500	\$ 2,960.68	\$ 1,761.61	\$ 4,722.29	\$ 24,054.14	
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-15	100,000	\$ 10,961.68	589	\$ 4,315.98	105,300	\$ 2,829.78	\$ 1,641.21	\$ 4,470.99	\$ 19,748.65	
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-15	124,480	\$ 15,364.70	325	\$ 2,136.87	98,100	\$ 2,644.82	\$ 1,534.99	\$ 4,179.81	\$ 21,681.38	
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-15	103,400	\$ 14,602.49	224	\$ 1,721.83	99,200	\$ 2,632.19	\$ 1,620.84	\$ 4,253.03	\$ 20,577.35	
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-15	138,320	\$ 18,433.45	225	\$ 1,728.26	126,500	\$ 3,260.78	\$ 1,952.21	\$ 5,212.99	\$ 25,374.70	
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-15	136,800	\$ 18,351.13	210	\$ 1,814.67	126,000	\$ 3,175.73	\$ 1,926.44	\$ 5,102.17	\$ 25,267.97	
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-15	99,560	\$ 12,030.48	309	\$ 2,334.95	119,400	\$ 3,328.86	\$ 2,004.35	\$ 5,333.21	\$ 19,698.64	
Nov-16	120,160	\$ 13,237.76	371	\$ 2,817.99	142,100	\$ 3,687.95	\$ 2,325.18	\$ 6,013.13	\$ 16,055.75	
Nov-15	102,840	\$ 12,391.05	378	\$ 2,912.85	153,640	\$ 3,006.33	\$ 1,760.06	\$ 4,766.39	\$ 21,317.03	
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-15	109,240	\$ 12,639.14	708	\$ 4,897.35	86,617	\$ 2,359.23	\$ 1,358.13	\$ 3,717.36	\$ 21,253.85	
<b>2016</b>	<b>1,459,880</b>	<b>\$ 174,772.50</b>	<b>6,837</b>	<b>\$ 45,542.25</b>	<b>1,896,793</b>	<b>\$ 44,949.15</b>	<b>\$ 26,040.51</b>	<b>\$ 70,989.66</b>	<b>\$ 291,304.41</b>	
<b>2015</b>	<b>1,406,800</b>	<b>\$ 171,458.55</b>	<b>7,590</b>	<b>\$ 59,468.88</b>	<b>1,348,957</b>	<b>\$ 35,483.01</b>	<b>\$ 21,135.60</b>	<b>\$ 56,618.61</b>	<b>\$ 287,546.04</b>	

# Utility Cost and Consumption Report

Shahan-Blackstone North Apartments (AMP 3)

MONTH	ELECTRICITY		GAS		WATER		SEWER		TOTAL		TOTAL MONTHLY UTILITY 2016
	KW HOURS CONSUMP	NET BILL	MCF CONSUMP	NET BILL	CCF CONSUMP	WATER BILL	SEWER BILL	WATER BILL			
Jan-16	1,975	\$ 308.55	33	\$ 258.86	186,800	\$ 6,571.76	\$ 3,238.58	\$ 9,810.34	\$ 10,377.75		
Jan-15	2,738	\$ 679.23	34	\$ 8,409.94	218,400	\$ 7,622.40		\$ 7,622.40	\$ 16,711.57		
Feb-16	1,375	\$ 517.53	28	\$ 801.13				\$ -	\$ 1,318.66		
Feb-15	924	\$ 654.65	31	\$ 8,310.07	245,400	\$ 7,619.40	\$ 3,707.39	\$ 11,326.79	\$ 20,291.51		
Mar-16	1,447	\$ 352.59	21	\$ 370.33				\$ -	\$ 722.92		
Mar-15	1,728	\$ 520.97	38	\$ 830.70	185,250	\$ 6,239.46	\$ 3,149.57	\$ 9,389.03	\$ 10,740.70		
Apr-16	1,685	\$ 266.59	19	\$ 142.39	245,750	\$ 6,571.11	\$ 3,285.72	\$ 9,856.83	\$ 10,265.81		
Apr-15	877	\$ 363.81	23	\$ 414.95				\$ -	\$ 778.76		
May-16	1,172	\$ 197.90	6	\$ 65.96				\$ -	\$ 263.86		
May-15	452	\$ 102.34	7	\$ 115.02				\$ -	\$ 217.36		
Jun-16	1,974	\$ 315.79	3	\$ 47.94				\$ -	\$ 363.73		
Jun-15	1,755	\$ 287.28	5	\$ 67.06	256,050	\$ 8,885.56	\$ 4,610.25	\$ 13,495.81	\$ 13,951.06		
Jul-16	2,722	\$ 416.02	2	\$ 39.23	259,097	\$ 8,530.25	\$ 29,630.30	\$ 38,160.55	\$ 38,538.35		
Jul-15	1,726	\$ 314.46	2	\$ 63.34				\$ -	\$ 447.38		
Aug-16	2,606	\$ 408.82	1	\$ 38.56				\$ -	\$ 346.85		
Aug-15	1,853	\$ 308.46	2	\$ 38.39				\$ -	\$ 417.67		
Sep-16	2,346	\$ 378.34	1	\$ 39.33				\$ -	\$ 133.54		
Sep-15	589	\$ 109.58	2	\$ 23.96				\$ -	\$ 16,968.66		
Oct-16	1,795	\$ 381.43	4	\$ 128.24	323,200	\$ 10,805.40	\$ 5,653.59	\$ 16,458.99	\$ 12,696.11		
Oct-15	2,446	\$ 447.32	2	\$ 194.62	237,643	\$ 8,042.18	\$ 4,011.99	\$ 12,054.17	\$ 792.33		
Nov-16	1,431	\$ 427.27	9	\$ 365.06				\$ -	\$ 426.09		
Nov-15	1,233	\$ 289.12	11	\$ 136.97				\$ -	\$ 1,618.43		
Dec-16	1,687	\$ 722.53	26	\$ 895.90				\$ -	\$ 780.27		
Dec-15	1,911	\$ 434.60	17	\$ 345.67				\$ -			
<b>2016</b>	<b>22,215</b>	<b>\$ 4,693.36</b>	<b>153</b>	<b>\$ 3,192.93</b>	<b>1,011,800</b>	<b>\$ 32,833.83</b>	<b>\$ 16,788.14</b>	<b>\$ 49,621.97</b>	<b>\$ 57,508.26</b>		
<b>2015</b>	<b>18,232</b>	<b>\$ 4,511.82</b>	<b>174</b>	<b>18,950.69</b>	<b>1,145,790</b>	<b>\$ 38,053.69</b>	<b>\$ 40,499.25</b>	<b>\$ 78,552.94</b>	<b>\$ 102,015.45</b>		

MONTH	ELECTRICITY		GAS		WATER		NET		TOTAL MONTHLY UTILITY 2016
	KW HOURS CONSUMP	NET BILL	MCF CONSUMP	NET BILL	CCF CONSUMP	WATER BILL	SEWER BILL	WATER BILL	
Jan-16	189,889	\$ 22,890.44	1,940	\$ 14,897.71	293,632	\$ 9,426.05	\$ 4,905.71	\$ 14,331.76	\$ 52,119.91
Jan-15	182,596	\$ 24,464.67	2,135	\$ 33,436.97	337,100	\$ 10,947.89	\$ 1,903.28	\$ 12,851.17	\$ 70,752.81
Feb-16	162,497	\$ 20,455.95	2,070	\$ 16,833.82	361,633	\$ 18,629.80	\$ 6,088.47	\$ 17,098.87	\$ 54,388.64
Feb-15	167,584	\$ 20,325.43	2,536	\$ 31,240.91	369,100	\$ 10,892.63	\$ 5,629.34	\$ 16,521.97	\$ 76,398.38
Mar-16	152,439	\$ 18,409.38	2,169	\$ 16,748.90	146,418	\$ 3,826.12	\$ 2,279.77	\$ 6,105.89	\$ 41,264.17
Mar-15	175,963	\$ 21,029.80	2,816	\$ 27,468.88	470,690	\$ 15,534.71	\$ 8,169.40	\$ 23,704.11	\$ 72,202.79
Apr-16	154,965	\$ 19,554.49	1,654	\$ 15,979.16	371,250	\$ 9,860.24	\$ 5,228.97	\$ 15,089.21	\$ 50,622.86
Apr-15	158,227	\$ 18,657.03	2,424	\$ 15,707.76	132,000	\$ 3,565.78	\$ 1,761.61	\$ 5,327.39	\$ 39,692.18
May-16	148,732	\$ 17,475.72	1,024	\$ 5,758.32	350,500	\$ 10,796.07	\$ 5,911.08	\$ 16,707.15	\$ 39,941.19
May-15	141,317	\$ 16,073.12	1,444	\$ 11,127.43	400,750	\$ 11,875.69	\$ 6,593.51	\$ 18,469.20	\$ 46,080.98
Jun-16	163,554	\$ 20,569.22	656	\$ 4,399.01	110,700	\$ 3,155.77	\$ 1,773.03	\$ 4,928.80	\$ 29,897.03
Jun-15	167,894	\$ 30,656.89	623	\$ 6,411.35	115,600	\$ 3,222.08	\$ 1,831.66	\$ 5,053.74	\$ 42,121.98
Jul-16	186,538	\$ 22,423.71	454	\$ 565.75	685,329	\$ 22,831.65	\$ 12,336.38	\$ 35,168.03	\$ 58,157.49
Jul-15	153,793	\$ 21,698.51	455	\$ 3,590.94	631,697	\$ 19,880.92	\$ 34,842.31	\$ 54,723.23	\$ 80,012.68
Aug-16	203,465	\$ 19,801.83	362	\$ 1,988.25	437,779	\$ 14,383.13	\$ 7,935.84	\$ 22,318.97	\$ 49,749.37
Aug-15	184,013	\$ 25,461.40	393	\$ 3,123.53	126,500	\$ 3,260.78	\$ 1,952.21	\$ 5,212.99	\$ 33,797.92
Sep-16	181,711	\$ 23,310.27	374	\$ 1,517.80	150,000	\$ 4,327.60	\$ 2,574.19	\$ 6,901.79	\$ 31,729.86
Sep-15	182,761	\$ 24,772.28	429	\$ 3,586.84	148,400	\$ 3,874.38	\$ 2,313.55	\$ 6,187.93	\$ 34,464.73
Oct-16	165,923	\$ 21,449.34	473	\$ 2,897.23	470,900	\$ 14,870.00	\$ 8,124.41	\$ 22,994.41	\$ 47,340.98
Oct-15	147,788	\$ 18,264.84	652	\$ 5,165.88	357,043	\$ 11,371.04	\$ 6,016.34	\$ 17,387.38	\$ 40,818.10
Nov-16	190,252	\$ 19,087.77	798	\$ 5,312.21	443,921	\$ 9,568.10	\$ 5,182.18	\$ 14,750.28	\$ 39,150.26
Nov-15	145,215	\$ 21,626.54	1,047	\$ 7,167.70	408,140	\$ 11,763.36	\$ 6,702.67	\$ 18,466.03	\$ 43,514.82
Dec-16	151,897	\$ 21,101.39	1,696	\$ 11,888.09	313,731	\$ 3,761.29	\$ 2,177.78	\$ 5,939.07	\$ 38,928.55
Dec-15	162,553	\$ 19,143.98	1,539	\$ 11,381.28	109,917	\$ 3,076.04	\$ 1,757.06	\$ 4,833.10	\$ 35,358.36
2016	2,051,862	\$ 246,529.51	13,670	\$ 98,786.25	4,135,793	\$ 125,435.82	\$ 64,517.81	\$ 189,953.63	\$ 535,269.39
2015	1,807,151	\$ 262,174.49	16,493	\$ 159,409.47	3,606,937	\$ 109,265.30	\$ 87,642.34	\$ 196,907.64	\$ 618,491.60