

JACKSON HOUSING COMMISSION

REGULAR MEETING – October 21, 2015

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
Patricia Davis-Dye, Commissioner
Gerald Montgomery, Commissioner
James Stark, Commissioner
 4. Public Comments (limited to 3 minutes)
 5. Approval of the Minutes of the Regular Meeting on August 19, 2015
 6. Approval of the Previously Paid Liabilities from August 14, 2015 thru October 15, 2015
 7. RESOLUTIONS
Resolution No. 2015-30: Collection Losses Write Offs October 2015
Resolution No. 2015-31: First Merit Signer Removal
Resolution No. 2015-32: County National Bank Signer Removal
- 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
Discussion of RFP2015-09: Reed Manor Refrigerators
Discussion of RFP2015-11: Reed Manor Apartment Complex
Discussion of RFP2015-02: VOIP Phone System and Service
 9. ADJOURNMENT

NEXT REGULAR MEETING: Reed Manor Board Room- November 18, 2015

Jackson Housing Commissior
Minutes of the Regular Meeting
August 19, 2015

The Jackson Housing Commission's Regular Meeting was held on August 19, 2015 in the Reed Manor Board Room. President Pultz-Orthaus called the meeting to order at 12:05pm. Upon roll call, the following commissioners were present: Michelle Pultz-Orthaus, Patricia Davis-Dye and Gerald Montgomery. Upon roll call the following commissioners were absent: James Stark and Michelle Woods.

Also present were: Patricia Tyus, Executive Director
Shari Boyce, Section 8 Director
Tremachel Johnson, Comptroller
Chelsea Bryant, Executive Secretary

15-08-001 PUBLIC COMMENTS

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

15-08-002 APPROVAL OF THE MINUTES OF THE REGULAR MEETING HELD AUGUST 19, 2015

No discussion took place.

Commissioner Montgomery **MOVED** to approve the Regular Meeting Minutes of the meeting held August 19, 2015. Commissioner Davis-Dye **SECONDED** the motion, and upon voice vote the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-08-003 APPROVAL OF THE MINUTES OF THE SPECIAL MEETING HELD AUGUST 11, 2015

No discussion took place.

Commissioner Montgomery **MOVED** to approve the Regular Meeting Minutes of the meeting held August 11, 2015. Commissioner Davis-Dye **SECONDED** the motion, and upon voice vote the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-08-003 APPROVAL OF THE PREVIOUSLY PAID LIABILITIES FROM JULY 10, 2015 THRU AUGUST 13, 2015

A discussion of the previously paid liabilities took place.

Commissioner Davis-Dye **MOVED** to approve the Previously Paid Liabilities from July 10, 2015 thru August 13, 2015. Commissioner Woods **SECONDED** the motion and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-08-004 Resolution No. 2015-23: Collection Losses Write Off July

President Pultz-Orthaus stated that the Collection Losses amounts mentioned on Resolution 2015-18 were not properly allocated to include both AMP 1: Chalet Terrace and AMP 2: Reed Manor.

Commissioner P. Davis-Dye **MOVED** to correct and properly allocate Collection Losses to AMP 1 and AMP 2 and amend Resolution 2015-28 to reflect the mentioned changes. Commissioner Montgomery **SECONDED** the motion and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

Commissioner Davis-Dye **MOVED** to approve the Collections Losses for August 2015 with the correction as stated. Commissioner Montgomery **SECONDED** the motion and upon roll call the motion was adopted:

AYES: M. Pultz-Orthaus, P. Davis-Dye, G. Montgomery

NAYS: None

ABSTAIN: None

ABSENT: J. Stark, M. Woods

15-07-005 DIRECTOR'S REPORTS

Staff gave reports on the following categories:

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

15-07-05 OTHER BUSINESS

Employee Annual Raise

The employees' annual raise was discussed.

President Pultz- Orthaus **MOVED** to approve a 2% raise for agency employees retroactive from July 2015. Commissioner Davis-Dye **SECONDED** the motion and upon roll call vote the motion failed.

AYES: M. Pultz-Orthaus, P. Davis-Dye,

NAYS: G. Montgomery

ABSTAIN: None

ABSENT: J. Stark, M. Woods

The Executive Director requested a closed Executive Session. Commissioner Davis-Dye **MOVED** to enter into a closed Executive Session at 12:55pm. Commissioner Montgomery **SECONDED**.

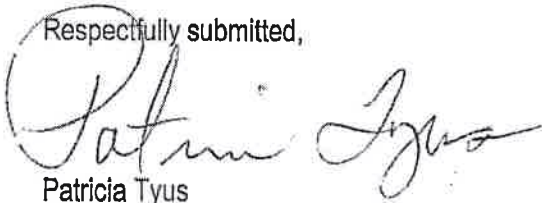
Commissioner Davis-Dye **MOVED** to reconvene the regular board meeting at 1:18pm. Commissioner Montgomery **SECONDED**. All members of the board were in favor of adjournment.

President Pultz-Orthaus **MOVED** to proceed with procurement as discussed during the Executive Session. Commissioner Davis-Dye **SECONDED**

Commissioner Davis-Dye **MOVED** to adjourn. Commissioner Montgomery **SECONDED**. All members of the board were in favor of adjournment.

The Regular Meeting on August 19, 2015 adjourned at 1:20pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Patricia Tyus". The signature is written in dark ink and is positioned to the right of the typed name.

Patricia Tyus
Executive Director

ATTESTED: _____

Michelle Pultz-Orthaus, President

Jackson Housing Commission
Check Register Summary Report
Public Housing
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/18/2015	060583	A-1 LOCK SHOP	218.01		(28,292,976.91)	#3255 \$198.45 #3198 \$12 #3184 \$7.56
08/18/2015	060584	AccuShred, LLC	92.50		(28,293,069.41)	DOCUMENT SHRED SERVICE # 29516
08/18/2015	060585	AMBS CALL CENTER	402.40		(28,293,471.81)	ACCOUUNT# 1909 #150710227
08/18/2015	060586	American Office Solutions	68.63		(28,293,540.44)	J1087 #IN54147
08/18/2015	060587	Aspen One Hour Heating & Air	99.00		(28,293,639.44)	ACCOUUNT# 151323 #350856
08/18/2015	060588	Brooklyn Plumbing, Heating & A/C, Inc	370.00		(28,294,009.44)	#641260 \$80 #641572 \$290
08/18/2015	060589	CASLER HARDWARE	20.55		(28,294,029.99)	CUSTOMER# 33561 #116308
08/18/2015	060590	City Of Jackson - Finance Department	3,934.72		(28,297,964.71)	06.22.2015 - 07.05.2015 EMPLOYEE EARNINGS \$ CONTRIBUTION
08/18/2015	060591	COLLINS BROTHERS	368.00		(28,298,332.71)	#49823
08/18/2015	060592	Computer Ties LLC	639.99		(28,298,972.70)	SALES RECEIPT # 25189 JULY 2015 CONTRACT SERVICE #25450
08/18/2015	060593	CONCRETE ENERGY	35,325.15		(20,334,290.05)	SEVERAL ACCOUNTS SEE ATTACHMENT
08/18/2015	060594	CUT-RATE PLUMBING	48.40		(28,334,347.25)	ID# 644 RECEIPT# 680833
08/18/2015	060595	DBI BUSINESS INTERIORS	63.80		(28,334,411.05)	CUSTOMER# 224241 #031W2099
08/18/2015	060596	DYSERT CONCRETE	1,625.00		(28,336,036.05)	# 3841 50 % DOWN PAYMENT
08/18/2015	060597	ETNA Supply	23.55		(28,336,059.60)	CUSTOMER# 22603 #S101523927 001
08/18/2015	060598	Firestone Complete Auto Care	27.99		(28,336,087.59)	2012 CHEVROLET TRAVERSE LT WORK ORDER# 093129 07.31.15
08/18/2015	060599	Housing Authority Risk Retention	7,756.00		(28,343,843.59)	CUSTOMER ID# 385 # HG00076326 \$590 # HP00066660 \$7,166

Jackson Housing Commission
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Public Housing

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/18/2015	060600	HAMMOND HARDWARE	17.08		(28,343,860.67)	CUSTOMER# 33515 #C169458
08/18/2015	060601	HOUSING DATA SYSTEMS, INC.	2,063.00		(28,345,923.67)	CLIENT# 6183 #218949 FIXED ASSET MODULE
08/18/2015	060602	JACKSON GLASS WORKS INC	96.00		(28,346,019.67)	JHOU #387911 \$18 #387912 \$78
08/18/2015	060603	JACKSON WATER COLLECTION	22,261.27		(28,368,280.94)	WATER & SEWER BILLS SEE ATTACHMENT AMP2 AMP3
08/18/2015	060604	Keepin It Clean	45.00		(28,368,325.94)	H-32 CARPET CLEANING
08/18/2015	060605	Knibloe Hardware	42.04		(28,368,367.98)	10152 #192366 \$23.55 #192334 \$18.49
08/18/2015	060606	Lammers Heating & A/C	65.00		(28,368,432.98)	# 12741-4957
08/18/2015	060607	LIBERTY ENVIRONMENTALISTS,	130.00		(28,368,562.98)	JACKHOUSIN INVOICE# 9892& #10012 #148997 \$60 #149000 \$60 #149390 \$10
08/18/2015	060608	MCGOWAN ELECTRIC SUPPLY INC	92.25		(28,368,655.23)	ORDER# 1190418 INVOICE# 1192206
08/18/2015	060609	MENARDS - JACKSON	1,003.60		(28,369,658.83)	ACCOUNT# 31610470 # 25198 \$224.42 # 25246 \$74.12 #25091 \$379 #23453 \$158.53 #23329 \$10.45 #24467 \$39.41 # 23328 \$66.31 # 22922 \$33.84 # 22672 \$17.52
08/18/2015	060610	MINUTEMAN SEWER & DRAIN INC.	165.00		(28,369,823.83)	#15657
08/18/2015	060611	MODERN WASTE SYSTEMS	7,936.34		(28,377,760.17)	ACCOUNT# 23056 #45121 07.31.2015 08.01.2015 - 08.31.2015
08/18/2015	12	Modernistic	57.00		(28,377,817.17)	#93269

Jackson Housing Commission
Public Housing
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From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/18/2015	060613	PDQ SUPPLY, INC.	51.71		(28,377,868.88)	CUST ACCT# 118660 #SI-213544
08/18/2015	060614	PERFORMANCE AUTOMOTIVE	38.66		(28,377,907.54)	ACCOUNT# 4690 # 1691220
08/18/2015	060615	Rooney's Sewer Service	180.00		(28,378,087.54)	#2296 #2289
08/18/2015	060616	Rose Pest Solutions	6,212.00		(28,384,299.54)	CLIENT# 70001132 #89896C PEST SOLUTIONS
08/18/2015	060617	THE SHERWIN - WILLIAMS CO.	906.60		(28,385,206.14)	ACCOUNT# 5291-3816-6 # 9575-9 # 9648-4
08/18/2015	060618	The SBAM Plan	16,156.01		(28,401,362.15)	CID: 281224 08.01.2015 - 08.31.2015
08/18/2015	060619	Superior Ind. Sales, Inc.	288.73		(28,401,650.88)	INVOICE# 391409
08/18/2015	060620	Tractor Supply Company	119.99		(28,401,770.87)	TICKET# 14721
08/18/2015	060621	WEATHERPROOF INC	372.24		(28,402,143.11)	JAC HOUS COM # 308555
08/18/2015	060622	WILMAR INDUSTRIES	877.32		(28,403,020.43)	ACCOUNT# 70585 # 343918132 \$396.78 # 343786588 \$121.06 # 338778020 \$114.22 # 336282033 \$20.98 # 337324750 \$205 # 337880637 \$19.28
08/18/2015	060623	Consumer Energy	2,049.00		(28,405,069.43)	Utility Reimbursement AMP1 \$367 AMP3 \$1,682
08/31/2015	060387	**VOID** MENARDS - JACKSON	(4,575.93)		(28,400,493.50)	ACCOUNT# 31610470 Void Refer 060387 CHECK LOST STOPPED PAYMENT 20150831164850700
08/31/2015	060624	Acuity	781.77		(28,401,275.27)	X656676-4 SECOND INSTALLMENT 07.30.2015 - 07.30.16
08/31/2015	060625	APCO SUPPLY	23.65		(28,401,298.92)	178131 INVOICE# 1221701-00
08/31/2015	060626	Brooklyn Plumbing, Heating & A/C, Inc	2,900.00		(20,404,270.92)	2 INVOICES #641260 \$80.00

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From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/31/2015	060627	City Of Jackson - Finance Department	8,157.91		(28,412,436.83)	07.06.2015 - 07.19.2015 07.20.2015 - 08.02.2015
08/31/2015	060628	CUT-RATE PLUMBING	32.24		(28,412,469.07)	ID# 644 #680907
08/31/2015	060629	DBI BUSINESS INTERIORS	233.28		(28,412,702.35)	#224241 #03IW7517 \$29.39 #03IW8897 \$86.89 #03IX0405 \$49.78 #03IW9301 \$34.07 #03IW9299 \$33.15
08/31/2015	060630	DENIELLE HILL	54.00		(28,412,756.35)	#4378-09 FINAL ACCOUNTING
08/31/2015	060631	ETNA Supply	4,022.90		(28,416,779.25)	#22603 #S101519242.001 \$5.32 #S101507301.001 \$4.68 #S101513478.001 \$77.99 #S101490161.001 \$35.12 #S101434529.001 \$286.49 #S101460955.001 \$386.89 #S101453620.001 \$425 #S101449302.001 \$386.89 #S101412658.001 \$14.49 #S101451146.001 \$9.36 #S101496393.001 \$425 CPF #S101522129.001 \$386.89 CPF #S101513325.002 \$425 CPF #S101494091.001 \$380 CPF #S101512632.001 \$386.89 CPF #S101523206.001 \$386.89 CPF
08/31/2015	060632	HAMMOND HARDWARE	34.52		(28,416,813.77)	#33515 #B302645 \$9.80 #B301585 \$24.72
08/31/2015	060633	HD Supply Facilities Maintenance	999.30		(28,417,813.07)	#461000 #9139799498 \$136.25 #9139838961 \$783.07 #9139870052 \$79.98
08/31/2015	060634	Home Depot Credit Services	1,270.16		(28,419,083.23)	6035 3225 4017 5928 #5971688 \$272.16

Jackson Housing Commission
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Public Housing
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/31/2015	060635	Jackson Transportation Authority	481.49		(28,419,564.72)	#3153235 \$998.00 #0026126-IN #0026113-IN
08/31/2015	060636	JACKSON OUTDOOR EQUIPMENT	260.58		(28,419,825.30)	#104542 #60761 \$208.08 #64378 \$52.50
08/31/2015	060637	Jackson Housing Commission	25,269.53		(28,445,094.83)	JULY 2015 MANAGEMENT FEES JULY 2015 MANAGEMENT FEES
08/31/2015	060638	Keepin It Clean	45.00		(28,445,139.83)	CARPET CLEANED D-3
08/31/2015	060639	LIBERTY ENVIRONMENTALISTS,	85.00		(28,445,224.83)	STATEMENT 08.17.2015
08/31/2015	060640	MENARDS - JACKSON	880.32		(28,446,105.15)	#31610470 #27795 \$44 #27123 \$129 #27792 \$147 #22813 \$363.66 #23714 \$167.05 #25929 \$29.61
08/31/2015	060641	SmartSign	138.00		(28,446,243.15)	MPP-64301 CAR PARKING PERMITS
08/31/2015	060642	PURCHASE POWER	525.01		(28,446,768.16)	#00678952003 #16547366 #8000-9000-0062-0884
08/31/2015	060643	Rooney's Sewer Service	360.00		(28,447,128.16)	#2361 \$90 #2350 \$90 #2349 \$180
08/31/2015	060644	The SBAM Plan	14,842.51		(28,461,970.67)	CID: 281224 09.01.2015 - 10.01.2015
08/31/2015	060645	SPRINT	1,390.05		(28,463,360.72)	#128763256 #128763256-011
08/31/2015	060646	Trail Supply LLC	23.94		(28,463,384.66)	#10014 #27184
08/31/2015	060647	WILMAR INDUSTRIES	721.23		(28,464,105.89)	#70585 #345726962
08/31/2015	060648	MENARDS - JACKSON	4,192.80		(28,468,298.69)	#31610470 STATEMENT 08.26.15
09/10/2015	060649	A-1 LOCK SHOP	21.40		(28,468,320.09)	2 INVOICES

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Jackson Housing Commission
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Public Housing

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/10/2015	060650	ACE ROOFING	5,000.00		(28,473,320.09)	2 INVOICES \$3,750 A BLDG ROOF LEAK \$1,250 H BLDG ROOF REPAIR
09/10/2015	060651	AccuShred, LLC	135.00		(28,473,455.09)	INVOICE 29901 DOCUMENT SHRED SERVICE 08.26.2015
09/10/2015	060652	Acuity	813.71		(28,474,268.80)	X65676-4 07.30.2015-07.30.2016 REVISED THIRD INSTALLMENT
09/10/2015	060653	AFLAC	70.32		(28,474,339.12)	VX312 INVOICE# 407947 AUGUST 2015
09/10/2015	060654	ALLEGIANCE OCCUPATIONAL	258.00		(28,474,597.12)	INVOICE 159623 L NEAL HEALTHCARE CLAIM
09/10/2015	060655	AMBS CALL CENTER	371.44		(28,474,968.56)	ACCOUNT# 1909 INVOICE# 150810286 09.01.15 - 09.31.15 SERVICE PERIOD 07.31.2015 - 08.29.2015 USAGE PERIOD
09/10/2015	060656	American Office Solutions	35.44		(28,475,004.00)	ACCOUNT# J1087 CT1197-01 CONTRACT# INVOICE# IN55956 3,511 X .0009800
09/10/2015	060657	Barry E. Gaudette, CPA, PC	6,000.00		(28,481,004.00)	FY2015 AUDIT INVOICE# 1735 FINANCIAL STATEMENTS 03.31.2015
09/10/2015	060658	Brooklyn Plumbing, Heating & A/C, Inc	174.00		(28,481,178.00)	INVOICE 641842 SERVICE CALL A/C IN REED MANOR OFFICE
09/10/2015	060659	CARLETON EQUIPMENT	136.86		(28,481,314.86)	JACKSONHOUSINGC INVOICE# 06-212663 \$23.90 #06-200959 \$112.96
09/10/2015	060660	CASLER HARDWARE	53.75		(28,481,368.61)	2 INVOICES 117172 \$22.99 117285 \$30.76
09/10/2015	060661	City Of Jackson - Finance Department	4,115.35		(28,485,483.96)	08.03.2015 - 08.16.2015 EMPLOYEE & EMPLOYER EARNINGS & CONTRIBUTION

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Jackson Housing Commission
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Public Housing
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/10/2015	060662	COLLINS BROTHERS	32.40		(28,485,516.36)	INVOICE# 49875 1-35
09/10/2015	060663	Computer Ties LLC	600.00		(28,486,116.36)	IT SERVICE AUGUST 2015 SALES RECEIPT# 25742
09/10/2015	060664	CONSUMERS ENERGY	19,112.01		(28,505,228.37)	11 ACCOUNTS SEE ATTACHMENT
09/10/2015	060665	CUT-RATE PLUMBING	7.49		(28,505,235.86)	ID# 644 RECEIPT# 873802
09/10/2015	060666	DBI BUSINESS INTERIORS	102.99		(28,505,338.85)	224241 INVOICE# 03IX2143
09/10/2015	060667	Firestone Complete Auto Care	667.35		(28,506,006.20)	WORK ORDER# 093502 2012 CHEVROLET TRAVERSE LT GREY 4 TIRES AND FRONT END ALIGNMENT
09/10/2015	060668	HAMMOND HARDWARE	339.61		(28,506,345.81)	CUSTOMER# 33515 #B304282 \$305.98 #C171134 \$13.48 #B304066 \$8.08 #C170961 \$12.07
09/10/2015	060669	HD Supply Facilities Maintenance	568.68		(28,506,914.49)	CUSTOMER# 461000 INVOICE# 91404172340 \$264.48 #9140281965 \$304.20
09/10/2015	060670	JACKSON APPLIANCE SERVICE	143.98		(28,507,058.47)	2 INVOICES #2147 \$94 #2154 \$49.98
09/10/2015	060671	JACKSON GLASS WORKS INC	30.00		(28,507,088.47)	JHOU #389133
09/10/2015	060672	JACKSON KEY WORKS	165.25		(28,507,253.72)	37845 SUPPLIES
09/10/2015	060673	Jackson Housing Commission	25,174.71		(28,532,428.43)	PH MANAGEMENT FEES AUGUST 2015
09/10/2015	060674	JACKSON WATER COLLECTION	17,643.42		(28,550,071.85)	SEVERAL ACCOUNTS WATER & SEWER BILLS READ DATE 08.17.15 AMP1 CONSUMPTION 273,400 READ DATE 07.28.15 AMP2 CONSUMPTION 126,500
09/10/2015	060675	Keepin It Clean	90.00		(28,550,161.85)	2 INVOICES CARPET CLEANED

Date: 10/16/2015
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Jackson Housing Commission
Check Register Summary Report

Public Housing

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/10/2015	060676	LEUTZ CABINETS	225.00		(28,550,386.85)	JAXH #52169 \$90 #52172 \$135
09/10/2015	060677	MARY CORNWELL	12.00		(28,550,398.85)	ACCOUNT# 3245-05 FINAL ACCOUNTING
09/10/2015	060678	MENARDS - JACKSON	421.57		(28,550,820.42)	ACCOUNT# 31610470 #27794 \$79.84 #26740 \$38.91 #27258 \$5.98 #27291 \$107.95 #27127 \$127.95 #27541 \$8.94 #27503 \$52
09/10/2015	060679	MINUTEMAN SEWER & DRAIN INC.	305.00		(28,551,125.42)	INVOICE# 15823 A-BLDG
09/10/2015	060680	MODERN WASTE SYSTEMS	7,936.34		(28,559,061.76)	ACCOUNT# 23056 INVOICE# 45345
09/10/2015	060681	OSBORNE PROCESS SERVICE	593.79		(28,559,655.55)	21 INVOICES #OBP-2015000592 - OBP-2015000597 #OBP-2015000625 - OBP-2015000627 #OBP-2015000633 - OBP-2015000634 #OBP-2015000911 - OBP-2015000912 #OBP-2015000931 - OBP-2015000935 #OBP-2015000937 - OBP-2015000939
09/10/2015	060682	PDQ SUPPLY, INC.	56.94		(28,559,712.49)	CUST ACCT# 118660 INVOICE# SI-210635
09/10/2015	060683	PITNEY BOWES GLOBAL	178.80		(28,559,891.29)	ACCT# 4344602 INVOICE# 4344602-AU15
09/10/2015	060684	PLIC - SBD Grand Island	79.65		(28,559,970.94)	ACCT# 1044559-10001 SEPTEMBER 2015 LIFE AD&D INSURANCE
09/10/2015	060685	Rooney's Sewer Service	270.00		(28,560,240.94)	2 INVOICES #2413 \$180 #2385 \$90
09/10/2015	060686	SAFETY SYSTEMS INC	275.00		(28,560,515.94)	CUSTOMER# 00938 INVOICE# 445718

Date: 10/16/2015
Time: 10:43

Jackson Housing Commission
Check Register Primary Report
Public Housing

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/10/2015	060687	ServiceMaster Absolute Home and	400.00		(28,560,915.94)	INVOICE# 3152 F4 BIOHAZARD CLEANUP
09/10/2015	060688	THE SHERWIN -WILLIAMS CO.	604.40		(28,561,520.34)	ACCT# 5291-3816-6 INVOICE# 6222-1
09/10/2015	060689	SPRINT	1,250.16		(28,562,770.50)	ACCT# 128763256 INVOICE# 128763256-012 CELL PHONE BILLS
09/10/2015	060690	TDS Metrocom	1,439.11		(28,564,209.61)	TELEPHONE SERVICES (517) 787-1188, 787-0168, 780-0620, 780-0181
09/10/2015	060691	Trail Supply LLC	324.87		(28,564,534.48)	ACCOUNT# 10014 #27184 \$23.94 #27195 \$71.82 #27248 \$89.82 #27251 \$139.29
09/10/2015	060692	TransUnion Rental Screening	138.60		(28,564,673.08)	4408R0064047 INVOICE# 07532950
09/10/2015	060693	US Inspection Group, Inc.	1,098.00		(28,565,771.08)	INVOICE# 220620 UPCS ANNUAL INSPECTION 05.18 - 05.22.2015
09/10/2015	060694	White & Hotchkiss, PLLC	933.03		(28,566,704.11)	FILE#1919 JULY 2015 AUGUST 2015
09/10/2015	060695	WILMAR INDUSTRIES	228.78		(28,566,932.89)	ACCT#70585 #345013189 \$97.86 #345491344 \$130.92
09/11/2015	060696	ETNA Supply	1,560.56		(28,568,493.45)	22603 # S101532549.001 CPF 09.09.2015 #S101524886.001 CPF 09.08.2015 #S101532488.001 CPF 09.08.2015 #S101534407.001 CPF 09.08.2015
09/11/2015	060697	Brooklyn Plumbing, Heating & A/C, Inc	1,350.47		(28,569,843.92)	INVOICES CPF #641577 1713 S MILWAUKEE WATER HEATER INSTALLED #641508 1513 MERRIMAN WATER HEATER INSTALLED #641259 301 STEWARD H-32 WATER HEATER INSATTALLED #641637 130 SHAHAN DR WATER HEATER INSTALLED

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Jackson Housing Commission
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Public Housing
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/11/2015	060698	Aspen One Hour Heating & Air	1,100.00		(28,570,943.92)	ACCOUNT# 151323 #352003 CPF 09.08.2015 #352004 CPF 09.08.2015 #351803 CPF 09.08.2015
09/11/2015	060699	HD Supply Facilities Maintenance	389.00		(28,571,332.92)	CUSTOMER# 461000 INVOICE# 9139767326 CPF
09/11/2015	060700	MENARDS - JACKSON	379.00		(28,571,711.92)	ACCT# 31610470 #26621 CPF
09/11/2015	060701	SKILLPATH SEMINARS	297.00		(28,572,008.92)	INVOICE# 10989413-15 THE INDISPENSABLE ASSISTANT OCTOBER 27 2015 MARISSA MARKS CHELSEA BRYANT TAMMY LOVELY
09/11/2015	060702	NAN MCKAY & Associates, Inc.	2,250.00		(28,574,258.92)	UPCS FUNDAMENTALS TRAINING ROY NETHERCOTT LAURA STEVENS DENNIS PARKS SEPTEMBER 14-15, 2015
09/11/2015	060703	ROY NETHERCOTT	252.96		(28,574,511.88)	T&E EXPENSES TRAINING UPCS FUNDAMENTALS CHICAGO, IL 09.13.2015 - 09.15.2015
09/11/2015	060704	DENNIS PARKS	142.31		(28,574,654.19)	T&E EXPENSE FOR TRAINING UPCS FUNDAMENTALS TRAINING CHICAGO, IL
09/11/2015	060705	LAURA STEVENS	140.00		(28,574,794.19)	T&E EXPENSE TRAINING UPCS FUNDAMENTALS TRAINING CHICAGO, IL
09/11/2015	060706	Petty Cash	1,995.30		(28,576,789.49)	REPLENISH PETTY CASH TRANSACTION#392 TO 417
09/22/2015	060707	Aspen One Hour Heating & Air	404.50		(28,577,193.99)	JOB# 243118 INVOICE# 352469
09/22/2015	060708	CUT-RATE PLUMBING	7.13		(28,577,201.12)	ID# 644 RECEIPT# 611848
09/22/2015	060709	DBI BUSINESS INTERIORS	118.79		(28,577,319.91)	CUST# 224241 INVOICE# 03IX4950 \$63.80 INVOICE# 03IX4949 \$54.99

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Public Housing

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/22/2015	060710	DYSERT CONCRETE	1,625.00		(28,578,944.91)	FINAL PAYMENT INVOICE# 3841
09/22/2015	060711	HAMMOND HARDWARE	56.18		(28,579,001.09)	CUSTOMER# 33515 TRANSACTION# B304941 \$18.71 TRANSACTION# B305276 \$37.47
09/22/2015	060712	Jackson Transportation Authority	284.00		(28,579,285.09)	FUEL FOR AUGUST 2015 INVOICE# 0026161-IN
09/22/2015	060713	LEUTZ CABINETS	45.00		(28,579,330.09)	CUST# JAXH INVOICE# 52182
09/22/2015	060714	MENARDS - JACKSON	129.00		(28,579,459.09)	ACCT# 31610470 INVOICE# 29233
09/22/2015	060715	PERFORMANCE AUTOMOTIVE	39.23		(28,579,498.32)	CUSTOMER# 4690 INVOICE# 1700869
09/22/2015	060716	Rooney's Sewer Service	390.00		(28,579,888.32)	2 INVOICES #2421 \$300.00 # 2395 \$90.00
09/22/2015	060717	Rose Pest Solutions	3,482.00		(28,583,370.32)	CLIENT# 70001132 INVOICE# 91042C
09/22/2015	060718	SAFETY SYSTEMS INC	196.00		(28,583,566.32)	CUSTOMER# 00938 INVOICE# 445941
09/22/2015	060719	WILMAR INDUSTRIES	120.84		(28,583,687.16)	ACCOUNT# 70585 INVOICE# 346308752
09/30/2015	060720	Charletta M. Edwards	59.60		(28,583,746.76)	ACCT# 6550-08 FINAL ACCOUNTING
09/30/2015	060721	City Of Jackson - Finance Department	8,517.59		(28,592,264.35)	EMPLOYEE CONTRIBUTION 08.17.2015 - 08.302015 08.31.2015 - 09.13.2015
09/30/2015	060722	DAKOTA CLAUCHERTY	155.00		(28,592,419.35)	ACCT# 4405-08 FINAL ACCOUNTING
09/30/2015	060723	MARY SCOTT	249.75		(28,592,669.10)	ACCT# 5518-11 FINAL ACCOUNTING
09/30/2015	060724	SAFETY SYSTEMS INC	2,968.20		(28,595,637.30)	7 INVOICES #446817 \$108 #446847 \$196 #446965 \$236 #440070 \$342 #446071 \$684

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Public Housing
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/30/2015	060725	SARAH WYLLIS	25.34		(28,595,662.64)	ACCT# 3235-08 FINAL ACCOUNTING
09/30/2015	060726	SHARON ADAMS	295.00		(28,595,957.64)	ACCT# 2222-07 FINAL ACCOUNTING
09/30/2015	060727	TransUnion Rental Screening	408.55		(28,596,366.19)	CUSTOMER ID# 4408R0064047 INVOICE# 08533142
09/30/2015	060728	The SBAM Plan	15,909.35		(28,612,275.54)	CID: 281224 10.01.2015 - 11.01.2015
10/09/2015	060729	A-1 LOCK SHOP	7.56		(28,612,283.10)	INVOICE# 3381 4 KEYS
10/09/2015	060730	AFLAC	70.32		(28,612,353.42)	ACCT# VX312 INVOICE# 849933
10/09/2015	060731	AMBS CALL CENTER	389.08		(28,612,742.50)	ACCT# 1909 INV# 150910282 SERVICE PERIOD 10.1.15 - 10.31.15 USAGE PERIOD 08.30.15 - 09.29.15
10/09/2015	060732	American Office Solutions	159.79		(28,612,902.29)	ACCT# J1087 INV#58612 CONTRACT# CT1197-01 C5486 4500830X MXM364N
10/09/2015	060733	Aspen One Hour Heating & Air	2,350.00		(28,615,252.29)	ACCT# 151323 INV# 352814
10/09/2015	060734	Brooklyn Plumbing, Heating & A/C, Inc	328.14		(28,615,580.43)	INV# 642198 \$80.00 #642199 \$248.14
10/09/2015	060735	CASLER HARDWARE	17.26		(28,615,597.69)	CUST# 33561 I 18115 \$8 I 17427 \$5.97 I 17351 \$3.29
10/09/2015	060736	CONSUMERS ENERGY	25,094.71		(28,640,692.40)	SEE ATTACHMENTS AMP1 \$3755.52 AMP2 \$21203.11 AMP3 \$136.08
10/09/2015	060737	JACKSON WATER COLLECTION	6,187.93		(28,646,880.33)	SEE ATTACHMENTS
10/09/2015	060738	DBJ BUSINESS INTERIORS	56.08		(28,646,936.41)	CUST# 224241 INV# 03IX8486

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From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
10/09/2015	060739	HAMMOND HARDWARE	91.55		(28,647,027.96)	4 INVOICES #B307798 \$4.76 #B306036 \$4.02 #B308098 \$38.69 #B306910 \$44.08
10/09/2015	060740	HD Supply Facilities Maintenance	27.56		(28,647,055.52)	CUST# 461000 INV# 9140580310
10/09/2015	060741	Home Depot Credit Services	544.32		(28,647,599.84)	ACCT# 6035 3225 4017 5928 STATEMENT DATE 09.21.15
10/09/2015	060742	JACKSON APPLIANCE SERVICE	94.98		(28,647,694.82)	INV# 2183
10/09/2015	060743	JACKSON OUTDOOR EQUIPMENT	37.98		(28,647,732.80)	INV# 65042
10/09/2015	060744	Lammers Heating & A/C	108.00		(28,647,840.80)	INV# 11193-5911 INV# 148308
10/09/2015	060745	LEUTZ CABINETS	180.00		(28,648,020.80)	CUST# JAXH INV# 52211
10/09/2015	060746	LIBERTY ENVIRONMENTALISTS,	81.00		(28,648,101.80)	ORDER# 151619 \$54 ORDER# 151563 \$27
10/09/2015	060747	MENARDS - JACKSON	1,849.37		(28,649,951.17)	ACCT# 31610470 INV# 28625 \$179.98 #29948 \$255.21 #28812 \$31.79 #30667 \$152.81 #30399 \$158 #28988 \$66.62 #28991 \$15.96 #30448 \$989
10/09/2015	060748	Modernistic	1,345.00		(28,651,296.17)	INV# 106688
10/09/2015	060749	OSBORNE PROCESS SERVICE	458.14		(28,651,754.31)	6 INVOICES #OBP-2015000922 \$51.94 #OBP-2015000913 \$12 #OBP-2015000936 \$12 #OBP-2015001033 \$271 #OBP-2015000940 \$27 #OBP-2015000921 \$84.20
10/09/2015	060750	PURCHASE POWER	250.00		(28,652,004.31)	ACCT# 8000-9000-0062-0884 CUST ID# 00678952003
10/09/2015	060751	PLIC - SHU Grand Island	79.65		(28,652,083.96)	ACC I # 1044559-10001

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Public Housing

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
10/09/2015	060752	Rooney's Sewer Service	600.00		(28,652,683.96)	#8994696 5 6 INVOICES #2493 \$90 #2468 \$90 #2251.6 \$150 #2439 \$90 #2480 \$90 #2429 \$90
10/09/2015	060753	SAFETY SYSTEMS INC	1,557.00		(28,654,240.96)	CUST# 00938 INV# 444642 \$65 #447942 \$1492
10/09/2015	060754	THE SHERWIN -WILLIAMS CO.	376.34		(28,654,617.30)	CUST# 5291-3816-6 #0010-6 \$302.20 #6873-1 \$74.14
10/09/2015	060755	TDS Metrocom	1,437.08		(28,656,054.38)	SEVERAL ACCOUNTS 517 787-1188 \$1,013.76 517 787-0168 \$318.64 517 780-0620 \$78.51 517 780-0181 \$26.17
10/09/2015	060756	TOMMARK, INC.	23.99		(28,656,078.37)	CUST# 100596 INV# 812515058
10/09/2015	060757	WEATHERPROOF INC	196.00		(28,656,274.37)	CUST# JAC HOUS COM INV# 309332
10/09/2015	060758	WILMAR INDUSTRIES	1,930.65		(28,658,205.02)	ACCT# 70585 INV# 347163594 \$168.10 #348687039 \$848.60 #348687047 \$913.95
Total:			365,446.12	0.00		

Jackson Housing Commission
Jackson, MI

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

RESOLUTION NO. 2015-30

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	\$4,948.63
AMP 2: Reed Manor	\$2,402.20
Total	\$7350.83

The attached Collection Losses Report reflects the delinquent amount of **\$7,350.83** and is hereby approved for fiscal year 2015 write-off.

Commissioner _____ **MOVED** to adopt the foregoing Resolution as read.
Commissioner _____ **SUPPORTED** the motion and upon roll call vote the "AYES" and "NAYS" were as follows:

AYES:
NAYS:
ABSTAIN:
ABSENT:

President Pultz-Orthaus 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 October 21, 2015

Michelle Pultz-Orthaus
President

Date: 10/16/2015
Time: 10:42:15

Jackson Housing Commission
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General COCC Account
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/18/2015	002315	AccuShred, LLC	18.75		(460,017.81)	#29516
08/18/2015	002316	American Office Solutions	68.63		(460,086.44)	J1087 #IN54147
08/18/2015	002317	City Of Jackson - Finance Department	1,928.51		(462,014.95)	06.22.2015 - 07.05.2015 EMPLOYEE EARNINGS & CONTRIBUTION
08/18/2015	002318	Computer Ties LLC	200.00		(462,214.95)	SALES RECEIPT# 25450 JULY 2015 IT SERVICE
08/18/2015	002319	The SBAM Plan	10,004.75		(472,219.70)	CID: 281224 08.01.2015 - 08.31.2015
08/18/2015	002320	ANDERSON PRINTING	81.00		(472,300.70)	CUSTOMER# 8092 #21439
08/31/2015	002321	Acuity	469.06		(472,769.76)	X65676-4 SECOND INSTALLMENT 07.30.15 - 07.30.16
08/31/2015	002322	City Of Jackson - Finance Department	3,955.10		(476,724.86)	07.06.2015 - 07.19.2015 07.20.2015 - 08.02.2015
08/31/2015	002323	PURCHASE POWER	315.01		(477,039.87)	00678952003 8000-9000-0062-0884
08/31/2015	002324	The SBAM Plan	9,996.29		(487,036.16)	CID: 281224 09.01.2015 - 10.01.2015
08/31/2015	002325	SPRINT	309.65		(487,345.81)	128763256 #128763256-011
08/31/2015	002326	COMCAST	761.70		(488,107.51)	01721 413438-01-3 \$150.45 01721 276409-02-9 \$198.68 01721 422342-01-05 \$224.66 01721 346503-01-6 \$187.91
08/31/2015	002327	DBI BUSINESS INTERIORS	138.80		(488,246.31)	#224241 #03IX0423 \$20.27 #03IW9668 \$118.53
08/31/2015	002328	First National Bank Omaha	2,398.69		(490,645.00)	4988 6591 5776 4912 08.19.2015
08/31/2015	002329	HOUSING DATA SYSTEMS, INC.	240.00		(490,885.00)	CLIENT # 6183 INVOICE# 219150
08/31/2015	002330	HireRight, Inc.	28.30		(490,913.30)	CUSTOMER# 300245 INVOICE# G1722957 \$14.15 #G1652412 \$14.15
08/31/2015	002331	MLive Media Group	120.00		(491,033.30)	#20008879

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General COCC Account

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/31/2015	002332	Pentiuk, Couvreur & Kobijak, P.C	84.00		(491,117.30)	07.01.2015 - 07.31.2015 #114310.001 #21750
08/31/2015	002333	THE PRINTER INK WAREHOUSE	21.07		(491,138.37)	#10453852
08/31/2015	002334	ULINE	257.32		(491,395.69)	#11275222 #69752953
09/01/2015	002335	JENNIFER FELLS	200.00		(491,595.69)	107 SHAHAN REIMBURSEMENT FOR FOOD SPOILING BECAUSE THE REFRIGERATOR WAS INOPERABLE.
09/10/2015	002336	AccuShred, LLC	25.00		(491,620.69)	INVOICE 29901 DOCUMENT SHRED SERVICE 08.26.2015
09/10/2015	002337	Acuity	488.23		(492,108.92)	X65676-4 07.30.2015 - 07.30.2016 REVISED THIRD INSTALLMENT
09/10/2015	002338	AFLAC	141.72		(492,250.64)	VX312 INVOICE# 407947 AUGUST 2015
09/10/2015	002339	Barry E. Gaudette, CPA,PC	2,000.00		(494,250.64)	FY 2015 AUDIT INVOICE# 1735 FINANCIAL STATEMENTS 03.31.2015
09/10/2015	002340	City Of Jackson - Finance Department	2,106.19		(496,356.83)	08.03.2015 - 08.16.2015 EMPLOYEE & EMPLOYER EARNINGS & CONTRIBUTION
09/10/2015	002341	Computer Ties LLC	200.00		(496,556.83)	IT SERVICE AUGUST 2015 SALES RECEIPT# 25742
09/10/2015	002342	PITNEY BOWES GLOBAL	107.28		(496,664.11)	ACCT# 4344602 INVOICE# 4344602-AI15
09/10/2015	002343	PLIC - SBD Grand Island	26.55		(496,690.66)	ACCT# 1044559-10001 SEPTEMBER 2015 LIFE & AD&D INSURANCE
09/10/2015	002344	SPRINT	180.39		(496,871.05)	ACCT# 128763256 INVOICE# 128763256-012 CELL PHONE BILLS
09/10/2015	002345	TDS Metrocom	52.56		(496,923.61)	TELEPHONE SERVICES (517) 787-9241
09/10/2015	002346	TransUnion Rental Screening	5.95		(496,929.56)	4408R0064047 INVOICE# 07532950
09/10/2015	002347	ADVERTISING SOLUTIONS TODAY	29.21		(496,958.77)	INVOICE# 10885

Jackson Housing Commission
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General COCC Account

From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/10/2015	002348	COMCAST	192.20		(497,150.97)	3 TSHIRTS #01721 425384-01-4 \$112.93 #01721 422344-01-1 \$79.27
09/10/2015	002349	Emerge Accounting	2,625.00		(499,775.97)	#SEPTEMBER-001 ACCOUNTING SERVICES AUGUST 2015 FINANCIALS
09/10/2015	002350	FLAGSIMPORTER.COM	244.85		(500,020.82)	CUSTOMER# 023419 INVOICE# 65819
09/10/2015	002351	HireRight, Inc.	14.15		(500,034.97)	CUSTOMER# 300245 INVOICE# G1745296
09/11/2015	002352	NATIONAL SEMINARS TRAINING	199.00		(500,233.97)	COACHING & MENTORING SKILLS TREMACHEL JOHNSON
09/16/2015	002353	CHELSEA BRYANT	208.40		(500,442.37)	PH CAPITAL FUND TRAINING DETROIT MICHIGAN 09.16.2015 -09.18.2015
09/16/2015	002354	TREMACHEL JOHNSON	140.00		(500,582.37)	PH CAPITAL FUND TRAINING DETROIT, MI 09.16.2015 - 09.18.2015
09/22/2015	002355	ALLEGIANCE OCCUPATIONAL	311.00		(500,893.37)	INV# 160064
09/22/2015	002356	Computer Ties LLC	126.00		(501,019.37)	SALES RECEIPT# 25801
09/22/2015	002357	DBI BUSINESS INTERIORS	95.41		(501,114.78)	CUST# 224241 INV# 031X6463
09/22/2015	002358	GORDON FOOD SERVICE STORE	193.21		(501,307.99)	AMP3 FV/FNT FOOD ITEMS
09/22/2015	002359	MLive Media Group	120.00		(501,427.99)	CUSTOMER# 20008879 AD# 0007396691
09/22/2015	002360	NAHRO	220.00		(501,647.99)	EXECUTIVE DIRECTOR EMPLOYMENT ADVERTISEMENT
09/30/2015	002361	City Of Jackson - Finance Department	4,003.26		(505,651.25)	EMPLOYEE CONTRIBUTION 08.17.015 - 08.30.2015 08.31.2015 - 09.13.2015
09/30/2015	002362	TransUnion Rental Screening	11.90		(505,663.15)	CUSTOMER ID# 4408R0064047 INVOICE# 08533142
09/30/2015	002363	The SBAM Plan	8,583.83		(514,246.98)	CID: 281224 10.01.2015 - 11.01.2015
09/30/2015	002364	First National Bank Omaha	462.00		(514,708.98)	4988 6591 5776 4912 CREDIT CARD CHARGES
10/09/2015	002365	AFLAC	141.72		(514,850.70)	ACCT# VX312

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
10/09/2015	002366	PURCHASE POWER	150.00		(515,000.70)	INV# 849933 ACCT# 8000-9000-0062-0884 CUST ID# 00678952003
10/09/2015	002367	PLIC - SBD Grand Island	26.55		(515,027.25)	ACCT# 1044559-10001 #8994696 5
10/09/2015	002368	TDS Metrocom	51.15		(515,078.40)	517 787 9241
10/09/2015	002369	Computer Ties LLC	95.00		(515,173.40)	SALES RECT# 25905
10/09/2015	002370	DBI BUSINESS INTERIORS	91.11		(515,264.51)	CUST# 224241 #031Y1547 \$79.99 #031X0910 \$11.12
10/09/2015	002371	STAMPCO	53.95		(515,318.46)	CUST#7698 #30104
10/09/2015	002372	COMCAST	869.83		(516,188.29)	01721 422342-01-5 \$224.66 01721 346503-01-6 \$187.91 01721 422344-01-1 \$88.37 01721 413438-01.3 \$159.95 01721 276409-02-9 \$208.94
Total:			56,189.23	0.00		

Jackson Housing Commission
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Section 8 Housing Voucher Prog
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
08/18/2015	054197	AccuShred, LLC	18.75		(206,904.58)	#29516
08/18/2015	054198	City Of Jackson - Finance Department	806.25		(207,710.83)	06.22.2015 - 07.05.2015 EMPLOYEES EARNINGS & CONTRIBUTION
08/18/2015	054199	Computer Ties LLC	200.00		(207,910.83)	SALES RECEIPT # 25450 JULY 21015 IT SERVICES
08/18/2015	054200	The SBAM Plan	2,062.92		(209,973.75)	CID: 281224 08.01.2015 - 08.31.2015
08/18/2015	054201	DBI BUSINESS INTERIORS	84.59		(210,058.34)	CUSTOMER# 224241 #03IW7518
08/18/2015	054202	NATIONAL SEMINARS TRAINING	199.00		(210,257.34)	INVOICE# 762160117-001 COACHING & MENTORING SKILLS LANSING SHARI BOYCE
08/19/2015	054203	Jackson Housing Commission	50,581.00		(260,838.34)	APRIL 2015 - JULY 2015 SALARIES REIMBURSEMENT \$34,250 MANAGEMENT FEES \$12,000 INSPECTION EXP \$4,331
08/31/2015	054204	Acuity	312.71		(261,151.05)	X65676-4 SECOND INSTALLMENT 07.30.15 - 07.30.16
08/31/2015	054205	City Of Jackson - Finance Department	1,594.88		(262,745.93)	07.06.2015 - 07.19.2015 07.20.2015 -08.02.2015
08/31/2015	054206	Jackson Transportation Authority	72.70		(262,818.63)	#0026126 IN #0026113-IN
08/31/2015	054207	PURCHASE POWER	210.01		(263,028.64)	00678952003 8000-9000-0062-0884
08/31/2015	054208	The SBAM Plan	2,054.47		(265,083.11)	CID: 281224 09.01.2015 - 10.01.2015
08/31/2015	054209	TALX THE WORK NUMBER	250.65		(265,333.76)	#8805983 #1896547
09/10/2015	054210	AccuShred, LLC	25.00		(265,358.76)	INVOICE 29901 08.26.2015 DOCUMENT SHRED SERVICE
09/10/2015	054211	Acuity	325.48		(265,684.24)	X65676-4 07.30.15 - 07.30-16 REVISED THIRD INSTALLMENT
09/10/2015	054212	AFLAC	208.38		(265,892.62)	VX312 INVOICE# 407947

Date: 10/16/2015
Time: 10:42:03

Jackson Housing Commission
Check Register Summary Report
Section 8 Housing Voucher Prog
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
09/10/2015	054213	Barry E. Gaudette, CPA,PC	200.00		(266,092.62)	AUGUST 2015 FY2015 AUDIT INVOICE# 1735 03.312015 FINANCIAL STATEMENTS
09/10/2015	054213	**VOID** Barry E. Gaudette, CPA,PC	(200.00)		(265,892.62)	FY2015 AUDIT Void Refer 054213 WRONG AMOUNT SH/B \$2,000.00
09/10/2015	054214	City Of Jackson - Finance Department	903.96		(266,796.58)	08.03.15 - 08.16-15 EMPLOYEE EMPLOYER EARNINGS & CONTRIBUTION
09/10/2015	054215	Computer Ties LLC	200.00		(266,996.58)	IT SERVICE AUGUST 2015 SALES RECEIPT# 25742
09/10/2015	054216	PITNEY BOWES GLOBAL	71.52		(267,068.10)	ACCT# 4344602 INVOICE# 4344602-AU15
09/10/2015	054217	PLIC - SBD Grand Island	15.93		(267,084.03)	ACCT# 1044559-10001 SEPTEMBER 2015 LIFE AD&D INSURANCE
09/10/2015	054218	TDS Metrocom	75.10		(267,159.13)	TELEPHONE SERVICES (517) 787-6326
09/10/2015	054219	TransUnion Rental Screening	65.55		(267,224.68)	4408R0064047 INVOICE# 07532950
09/10/2015	054220	ANN ARBOR HOUSING AUTHORITY	5,150.29		(272,374.97)	CHERI BEALL REIMBURSEMENT AUDIT FINDING HAP \$4,825 ADMIN FEE \$325.29 CHEI BEALL 08.01.11 - 03.01.12
09/11/2015	054221	Barry E. Gaudette, CPA,PC	2,000.00		(274,374.97)	FY 2015 AUDIT INVOICE# 1735 03.31.2015 FINANCIAL STATEMENTS
09/22/2015	054222	DBI BUSINESS INTERIORS	105.68		(274,480.65)	CUST# 224241 INV# 03IX5581
09/30/2015	054223	City Of Jackson - Finance Department	1,641.18		(276,121.83)	EMPLOYEE CONTRIBUTION 08.17.2015 - 08.30.2015 08.31.2015 - 09.13.2015
09/30/2015	054224	TransUnion Rental Screening	177.50		(276,299.33)	CUSTOMER# 4408R0064047 INVOICE# 08533142
09/30/2015	054225	The SBAM Plan	2,054.47		(278,353.80)	CID: 281224 10.01.2015 - 11.01.2015

Check Register Summary Report

Section 8 Housing Voucher Prog
From: 08/14/2015 To: 10/15/2015

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
10/09/2015	054226	AFLAC	208.38		(278,562.18)	ACCT# VX312 INV# 849933
10/09/2015	054227	PURCHASE POWER	100.00		(278,662.18)	ACCT# 8000-9000-0062-0884 CUST ID # 00678952003
10/09/2015	054228	PLIC - SBD Grand Island	15.93		(278,678.11)	ACCT#1044559-10001 #8994696 5
10/09/2015	054229	TDS Metrocom	66.50		(278,744.61)	517 787 6326
10/09/2015	054230	DBI BUSINESS INTERIORS	54.03		(278,798.64)	CUST# 224241 INV# 03IX8496
Total:			71,912.81	0.00		

Collection Losses Report

Three months or greater

October 2015

Board Resolution 2015-30

Property	Tenant	Move-Out	Amount
Chalet Terrace	1109-09	7/10/15	\$461.95
Chalet Terrace	1126-12	7/13/15	\$660.98
Chalet Terrace	1132-07	7/20/15	\$1,299.60
Chalet Terrace	7633-03	7/10/15	\$2,526.10
Reed Manor	3250-07	7/27/15	\$28.00
Reed Manor	3320-07	7/31/15	\$175.00
Reed Manor	4430-13	6/15/15	\$530.00
Reed Manor	4448-05	7/31/15	\$118.00
Reed Manor	4465-14	7/09/15	\$1,551.20
Total Write Off			\$7350.83

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 President Pultz-Orthaus, read in full and considered:

RESOLUTION NO. 2015-31

WHEREAS, Patricia Tyus served as the Executive Director for the Jackson Housing Commission and was an authorized signer for the accounts;

WHEREAS, it is necessary to remove Patricia Tyus and sign revised County National Bank Signature Cards;

THEREFORE BE IT RESOLVED THAT the Commission hereby authorizes the Executive Secretary to obtain and execute Signature Cards and Bank Resolutions for all County National Bank accounts.

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:
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 October 21, 2015.

Michelle Pultz-Orthaus
President

Jackson Housing Commission
Jackson, MI

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

RESOLUTION NO. 2015-32

WHEREAS, Patricia Tyus served as Executive Director for the Jackson Housing Commission and was an authorized signer for the accounts;

WHEREAS, it is necessary to remove Patricia Tyus and sign new FirstMerit Signature Cards for all accounts;

THEREFORE BE IT RESOLVED THAT the Commission hereby authorizes the Executive Director to obtain and execute Signature Cards and Bank Resolutions for all FirstMerit Bank accounts.

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: M.
NAYS:
ABSTAIN:
ABSENT: J.

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 October 21 2015.

Michelle Pultz-Orthaus
President

Leasing and HAP Utilization

Cy 15

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)	NRA Available
Balance Forward											
January	212,043	217,539	102.6%	451	482.35	94.9%	475	611	2	(5,496)	-04,883
February	215,639	214,095	99.3%	454	471.58	95.6%	475	577	2	1,544	-02,760
March	215,639	209,054	96.9%	448	466.64	94.3%	475	637	3	6,585	04,465
April	218,507	201,269	92.0%	442	455.36	93.1%	475	2,542	3	17,238	24,248
May	216,236	199,607	92.0%	440	453.65	92.6%	475	994	4	16,629	41,875
June	216,619	198,029	91.4%	438	452.12	92.2%	475	1,060	4	18,590	61,529
July	197,133	197,285	100.1%	440	448.38	92.6%	475	723	4	(152)	62,104
August	201,269	198,538	98.7%	435	456.41	91.6%	475	1,039	4	2,731	65,878
September											
October											
November											
December											
	1,693,085	1,635,416	96.6%	3548	460.81	93.4%	3800	8,183	26	57,669	

Leasing and HAP Utilization

Cy 15

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)	NRA Available
Balance Forward											
January	212,043	217,539	102.6%	451	482.35	94.9%	475	611	2	(5,496)	-04,883
February	215,639	214,095	99.3%	454	471.58	95.6%	475	577	2	1,544	-02,760
March	215,639	209,054	96.9%	448	466.64	94.3%	475	637	3	6,585	04,465
April	218,507	201,269	92.0%	442	455.36	93.1%	475	2,542	3	17,238	24,248
May	216,236	199,607	92.0%	440	453.65	92.6%	475	994	4	16,629	41,875
June	216,619	198,029	91.4%	438	452.12	92.2%	475	1,060	4	18,590	61,529
July	197,133	197,285	100.1%	440	448.38	92.6%	475	723	4	(152)	62,104
August	201,269	198,538	98.7%	435	456.41	91.6%	475	1,039	4	2,731	65,878
September	201,269	194,627	96.7%	430	452.62	90.6%	475	692	4	6,642	73,216
October											
November											
December											
	1,894,354	1,830,043	96.6%	3978	459.90	93.1%	4275	8,875	30	64,311	

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
Public Housing - August 2015
Project: 001 - Chalet Terrace

A. Basic Identification Data

3. Total Units Available: 127 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 08/31/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 125 2. Total Charges: 28,858.63 3. Dwelling Rental: 25,344.03 4. Retroactive Rent: 0.00 5. Excess Utility: 574.00 6. Additional Charges: 2,940.60

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	14	252.32	0.00	99.50	224.50	576.32
Over One Month Delinquent	66	9,282.95	0.00	1,458.29	11,530.32	22,271.56
Total for TIP	80					22,847.88
Vacated TAR	8					4,734.09
Total	88					27,581.97

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	14	3,269.02
Under Formal Repayment Agreement with Payments Up-to-Date	14	3,269.02
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	66	19,578.86

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)
	08/31/2015	08/31/2014	08/31/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	64	63	59
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	68	27	42

F. Collection Losses

1. Amount Charged to Loss this Period 0.00
2. Amount Charged to Loss this Year to Date 3,082.33

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
 Public Housing - August 2015
 Project: 002 - Reed Manor

A. Basic Identification Data

3. Total Units Available: 292 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 08/31/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 288 2. Total Charges: 60,024.29 3. Dwelling Rental: 56,874.90 4. Retroactive Rent: 561.44 5. Excess Utility: 910.00 6. Additional Charges: 1,677.95

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	36	1,491.40	0.00	9.00	1,963.50	3,463.90
Over One Month Delinquent	94	4,936.10	6,601.81	100.00	9,989.42	21,627.33
Total for TIP	130					25,091.23
Vacated TAR	22					8,598.33
Total	152					33,689.56

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	52	8,293.75
Under Formal Repayment Agreement with Payments Up-to-Date	52	8,293.75
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	78	16,797.48

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)
	08/31/2015	08/31/2014	08/31/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	45	30	23
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	28	21	5

F. Collection Losses

1. Amount Charged to Loss this Period	4,079.25
2. Amount Charged to Loss this Year to Date	9,696.25

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
Public Housing - August 2015
Project: 003 - Shahan-Blackstone

A. Basic Identification Data

3. Total Units Available: 120 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 08/31/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 118 2. Total Charges: 14,875.98 3. Dwelling Rental: 13,012.00 4. Retroactive Rent: 0.00 5. Excess Utility: 0.00 6. Additional Charges: 1,863.98

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	638.00	0.00	0.00	230.45	868.45
Over One Month Delinquent	50	6,318.48	2,123.10	706.52	7,661.46	16,809.56
Total for TIP	59					17,678.01
Vacated TAR	4					3,814.39
Total	63					21,492.40

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	8	3,447.64
Under Formal Repayment Agreement with Payments Up-to-Date	8	3,447.64
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	51	14,230.37

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)
	08/31/2015	08/31/2014	08/31/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	50	43	35
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	96	30	17

F. Collection Losses

1. Amount Charged to Loss this Period 0.00
2. Amount Charged to Loss this Year to Date 539.95

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
 Public Housing - August 2015
 Project: ALL - Summary

A. Basic Identification Data

3. Total Units Available: 539 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 08/31/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 531 2. Total Charges: 103,758.90 3. Dwelling Rental: 95,230.93 4. Retroactive Rent: 561.44 5. Excess Utility: 1,484.00 6. Additional Charges: 6,482.53

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	59	2,381.72	0.00	108.50	2,418.45	4,908.67
Over One Month Delinquent	210	20,537.53	8,724.91	2,264.81	29,181.20	60,708.45
Total for TIP	269					65,617.12
Vacated TAR	34					17,146.81
Total	303					82,763.93

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	74	15,010.41
Under Formal Repayment Agreement with Payments Up-to-Date	74	15,010.41
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	195	50,606.71

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)
	08/31/2015	08/31/2014	08/31/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	51	41	34
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	49	24	18

F. Collection Losses

1. Amount Charged to Loss this Period	4,079.25
2. Amount Charged to Loss this Year to Date	13,318.53

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
 Public Housing - September 2015
 Project: 001 - Chalet Terrace

A. Basic Identification Data

3. Total Units Available: 128 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 09/30/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 125 2. Total Charges: 25,475.55 3. Dwelling Rental: 24,053.05 4. Retroactive Rent: 0.00 5. Excess Utility: 532.50 6. Additional Charges: 890.00

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	7	403.00	0.00	0.00	48.00	451.00
Over One Month Delinquent	68	8,620.24	0.00	1,649.79	12,352.44	22,622.47
Total for TIP	75					23,073.47
Vacated TAR	12					7,519.77
Total	87					30,593.24

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	19	5,642.57
Under Formal Repayment Agreement with Payments Up-to-Date	19	5,642.57
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	56	17,430.90

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)
	09/30/2015	09/30/2014	09/30/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	60	54	60
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	68	32	42

F. Collection Losses

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	3,082.33

Jackson Housing Commission
Report of Tenants Accounts Receivable (TARs)
 Public Housing - September 2015
 Project: 002 - Reed Manor

A. Basic Identification Data

3. Total Units Available: 292 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 09/30/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 287 2. Total Charges: 60,286.95 3. Dwelling Rental: 56,437.90 4. Retroactive Rent: 241.00 5. Excess Utility: 983.00 6. Additional Charges: 2,625.05

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	21	653.56	0.00	25.50	1,087.80	1,766.86
Over One Month Delinquent	103	9,371.50	5,977.81	207.00	11,534.96	27,091.27
Total for TIP	124					28,858.13
Vacated TAR	25					8,759.33
Total	149					37,617.46

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	53	7,317.10
Under Formal Repayment Agreement with Payments Up-to-Date	53	7,317.10
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	71	21,541.03

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)
	09/30/2015	09/30/2014	09/30/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	43	30	23
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	36	21	6

F. Collection Losses

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	9,696.25

Report of Tenants Accounts Receivable (TARs)

Public Housing - September 2015

Project: 003 - Shahan-Blackstone

A. Basic Identification Data3. Total Units Available: 1205. Fiscal Year Beginning: 04/01/20156. Report Period Ending Date: 09/30/2015**B. Charges to Tenants**

1. No. of Units Occupied by TIP on

the Last Day of this Reporting Period:

117

2. Total Charges:

11,377.50

3. Dwelling Rental:

10,094.00

4. Retroactive Rent:

0.00

5. Excess Utility:

0.00

6. Additional Charges:

1,283.50**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	4	27.00	0.00	0.00	224.10	251.10
Over One Month Delinquent	43	5,797.48	2,094.10	706.52	6,824.00	15,422.10
Total for TIP	47					15,673.20
Vacated TAR	7					4,583.73
Total	54					20,256.93

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	7	3,017.94
Under Formal Repayment Agreement with Payments Up-to-Date	7	3,017.94
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	40	12,655.26

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)
	09/30/2015	09/30/2014	09/30/2013
1. Percent of Accounts Delinquent to No. of Tenants In Possession	40	33	32
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	111	32	19

F. Collection Losses

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	539.95

Report of Tenants Accounts Receivable (TARs)
Public Housing - September 2015
Project: ALL - Summary

A. Basic Identification Data

3. Total Units Available: 540 5. Fiscal Year Beginning: 04/01/2015 6. Report Period Ending Date: 09/30/2015

B. Charges to Tenants

1. No. of Units Occupied by TIP on the Last Day of this Reporting Period: 529 2. Total Charges: 97,140.00 3. Dwelling Rental: 90,584.95 4. Retroactive Rent: 241.00 5. Excess Utility: 1,515.50 6. Additional Charges: 4,798.55

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	32	1,083.56	0.00	25.50	1,359.90	2,468.96
Over One Month Delinquent	214	23,789.22	8,071.91	2,563.31	30,711.40	65,135.84
Total for TIP	246					67,604.80
Vacated TAR	44					20,862.83
Total	290					88,467.63

D. TARs

Tenants Accounts Receivable	No. of Accounts	Balances
Under Formal Repayment Agreement	79	15,977.61
Under Formal Repayment Agreement with Payments Up-to-Date	79	15,977.61
Excluding Amounts Covered by Formal Up-to-Date Repayment Agreements	167	51,627.19

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)
	09/30/2015	09/30/2014	09/30/2013
1. Percent of Accounts Delinquent to No. of Tenants in Possession	47	36	34
5. Percent of Amount Delinquent (excluding amounts covered by formal up-to-date repayment agreement) to Total Charges	53	26	18

F. Collection Losses

1. Amount Charged to Loss this Period	0.00
2. Amount Charged to Loss this Year to Date	13,318.53

Jackson Housing Commission Consolidated TARS Report

September 2015

AMP	Total Rents	Rents Collected	% of Rents Collected	Vacant Units	% of Units Vacant	Notices to Vacate	14 Day Notices	Court Filings
Chalet Terrace	126	96	76%	8	6%	0	16	6
Reed Manor	293	226	77%	19	6%	0	40	8
Shahan Blackstone	120	88	73%	7	6%	0	20	5

Jackson Housing Commission Consolidated TARS Report

August 2015

AMP	Total Rents	Rents Collected	% of Rents Collected	Vacant Units	% of Units Vacant	Notices to Vacate	14 Day Notices	Court Filings
Chalet Terrace	126	92	73%	6	5%	0	22	6
Reed Manor	293	240	82%	13	4%	0	36	4
Shahan Blackstone	120	97	81%	3	3%	0	17	3

**Jackson Housing Commission
Move-Outs Report
September 2015**

AMP	Account Number	Move-Out	Reason
Chalet Terrace	1136-05	9/08/15	Unknown
Chalet Terrace	7641-05	9/18/15	Section 8 Approved
Reed Manor	4405-08	9/07/15	Notice Given
Reed Manor	3235-08	9/07/15	Notice Given
Reed Manor	3299-12	9/10/15	Eviction
Reed Manor	2222-07	9/10/15	Notice Given
Reed Manor	4432-07	9/21/15	Eviction
Reed Manor	3343-05	9/22/15	Eviction
Reed Manor	3266-06	9/23/15	Eviction
Reed Manor	4475-08	9/23/15	Notice Given
Reed Manor	4384-03	9/28/15	Eviction
Reed Manor	4488-09	9/28/15	Eviction
Reed Manor	4459-08	9/28/15	Eviction
Shahan Blackstone North	5518-11	9/01/15	Section 8 Approved
Shahan Blackstone North	5502-15	9/23/15	Relocated

**Jackson Housing Commission
Move-Outs Report
August 2015**

AMP	Tenant	Account Number	Move-Out	Reason
Reed Manor	Tenant 1	P-002-4401-07	08/03/15	Unknown
Reed Manor	Tenant 2	P-002-4448-05	07/31/15	Unknown
Reed Manor	Tenant 3	P-002-3320-07	07/31/15	Moved
Reed Manor	Tenant 4	P-002-3303-07	08/07/15	Eviction
Reed Manor	Tenant 5	P-002-3304-03	08/10/15	Eviction
Reed Manor	Tenant 6	P-002-4446-06	08/22/15	Eviction
Reed Manor	Tenant 7	P-002-3245-05	08/22/15	Thirty-Day Notice
Shahan Blackstone North	Tenant 8	P-003-5507-12	08/10/15	Eviction
Shahan Blackstone North	Tenant 9	P-003-5497-11	08/07/15	Eviction

PHAS - Vacant Units Around Time

Public Housing

for Units Re-Occupied between: 08/01/2015 and 08/30/2015

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
001-7633	217 Summit		07/10/2015	07/10/2015	0	08/04/2015	25	08/21/2015	16	41	0	0	0	
002-4374	207 Steward Avenue	H-5	07/16/2015	07/17/2015	0	07/31/2015	15	08/03/2015	2	17	0	0	0	
002-3250	301 Steward Ave	D-3	07/27/2015	07/28/2015	0	07/30/2015	3	08/10/2015	10	13	0	0	0	
002-4378	207 Steward Avenue	H-9	07/29/2015	07/29/2015	0	07/31/2015	2	08/03/2015	2	4	0	0	0	
002-3320	301 Steward Ave	F-21	07/31/2015	08/03/2015	2	08/12/2015	9	08/12/2015	0	11	0	0	0	
002-4443	315 Steward Avenue	I-30	08/02/2015	08/03/2015	0	08/07/2015	4	08/07/2015	0	4	0	0	0	
002-4401	207 Steward Avenue	H-32	08/03/2015	08/03/2015	0	08/05/2015	2	08/10/2015	4	6	0	0	0	
002-3303	301 Steward Ave	F-4	08/07/2015	08/10/2015	2	08/19/2015	4	08/14/2015	0	6	0	0	0	
002-3267	301 Steward Ave	D-20	08/09/2015	08/11/2015	1	08/21/2015	11	08/25/2015	3	15	0	0	0	
002-3304	301 Steward Ave	F-5	08/11/2015	08/11/2015	0	08/19/2015	7	08/19/2015	0	7	0	0	0	
002-4446	315 Steward Avenue	I-33	08/22/2015	08/22/2015	0	08/27/2015	5	08/28/2015	0	5	0	0	0	
Total Units:									37	129	0	0	0	

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PHAS - Vacant Unit Turnaround Time

Public Housing

for Units Re-Occupied between: 08/01/2015 and 08/30/2015

Element # - Description

V12400 - Total number of turnaround days:	129
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:	11
V12800 - Average number of days units were in down time:	0.45
V12900 - Average number of days units were in make-ready:	7.91
V13000 - Average number of days units were in lease-up:	3.36
V13100 - Average unit turnaround days:	11.72

PHAS - Vacant Unit Turnaround Time

Public Housing

for Units Re-Occupied between: 09/01/2015 and 09/30/2015

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
001-7650	1713 S. Milwaukee		02/24/2014	02/24/2014	0	02/24/2014	0	09/10/2015	562	562	0	0	0	0
001-1132	300 Barbary Drive		07/20/2015	/ /	0	/ /	50	09/09/2015	0	50	0	0	0	0
001-1184	1238 Laurel Lane		07/29/2015	/ /	0	/ /	49	09/17/2015	0	49	0	0	0	0
002-4448	315 Steward Avenue	I-35	07/31/2015	08/03/2015	2	09/03/2015	31	09/03/2015	0	33	0	0	0	0
003-5497	152 Shahan Drive		08/07/2015	08/10/2015	2	08/25/2015	16	09/04/2015	9	27	0	0	0	0
003-5507	132 Shahan Drive		08/10/2015	08/10/2015	0	08/31/2015	21	09/01/2015	0	21	0	0	0	0
002-3356	301 Steward Avenue	G-31	08/21/2015	08/21/2015	0	09/03/2015	13	09/04/2015	0	13	0	0	0	0
002-3245	301 Steward Ave	B-22	08/22/2015	08/22/2015	0	08/25/2015	3	09/01/2015	6	9	0	0	0	0
003-6550	307 Moorman Drive		08/31/2015	/ /	0	/ /	2	09/03/2015	0	2	0	0	0	0
002-4371	207 Steward Avenue	H-2	08/31/2015	08/28/2015	0	09/15/2015	15	09/21/2015	5	20	0	0	0	0
001-1186	100 Laurel Court		08/31/2015	08/31/2015	0	09/25/2015	24	09/25/2015	0	24	0	0	0	0
001-1187	102 Laurel Court		08/31/2015	08/31/2015	0	09/28/2015	27	09/28/2015	0	27	0	0	0	0
003-6575	332 Moorman Drive		09/03/2015	/ /	0	/ /	13	09/17/2015	0	13	0	0	0	0
002-4405	207 Steward Avenue	H-36	09/07/2015	09/11/2015	3	09/14/2015	3	09/14/2015	0	6	0	0	0	0
002-3235	301 Steward Ave	B-12	09/07/2015	09/08/2015	0	09/23/2015	16	09/28/2015	4	20	0	0	0	0
002-3299	301 Steward Ave	E-26	09/10/2015	09/10/2015	0	09/21/2015	11	09/25/2015	3	14	0	0	0	0
002-2222	428 Wildwood Ave	A-22	09/15/2015	09/16/2015	0	09/24/2015	9	09/28/2015	3	12	0	0	0	0
Total Units:		17			7		303		592	902	0	0	0	0

PHAS - Vacant Unit Turnaround Time

Public Housing

for Units Re-Occupied between: 09/01/2015 and 09/30/2015

Element # - Description

V12400 - Total number of turnaround days:	902
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:	17
V12800 - Average number of days units were in down time:	0.41
V12900 - Average number of days units were in make-ready:	17.82
V13000 - Average number of days units were in lease-up:	34.82
V13100 - Average unit turnaround days:	53.05

**JACKSON HOUSING COMMISSION
COMMISSION MEETING
PETTY CASH REPORT**

DATE:	NUMBER:	DESCRIPTION:	ACCOUNT#	AMP#	AMOUNT USED:	ADJUSTMENT	REMAINING BALANCE
8/5/2015	406	B Fridd mileage 05.19.2015-07.30.15	91800.4		\$ 43.70		\$ 831.61
8/5/2015	407	Gary Cram mileage 07.17.15-07.22.15	91800.3		\$ 55.20		\$ 776.41
8/14/2015	408	T. Johnson mileage 06.03.2015 -07.30.2015	91800.4		\$ 10.42		\$ 765.99
8/17/2015	409	M Weston mileage 08.08.15-08.12.15	91800.2		\$ 19.21		\$ 746.78
8/17/2015	410	Joe Arnold mileage 07.24.15-07.29.15	91800.1		\$ 40.31		\$ 706.47
8/17/2015	411	M. Oakley mileage 07.31.2015-08.04.2015	91800.2		\$ 8.63		\$ 697.84
			91700.1 \$240				
			91700.2 \$135				
8/21/2015	412	B Fridd court filings	91700.3 \$240		\$ 615.00		\$ 82.84
8/31/2015	413	B Fridd court filings	91700.2		\$ 15.00		\$ 67.84
8/31/2015	414	R Nethercott mileage 08.14.15-08.19.15	91800.1		\$ 27.49		\$ 40.35
8/31/2015	415	G Cram mileage 08.22.15-08.27.15	91800.3		\$ 29.90		\$ 10.45
8/31/2015	416	D. Parks mileage 08.18.2015-08.23.15	91800.3		\$ 5.75		\$ 4.70
9/11/2015	420	REFRESH CASII			\$ (1,995.30)		\$ 2,000.00
9/16/2015	417	C Bryant reimbursement for suppliesf or P. Tyus farewell party (cak	91900.4		\$ 30.21		\$ 1,969.79
9/16/2015	418	L. Neal mileage	91800.2		\$ 32.20		\$ 1,937.59
			91700.1 \$210				
			91700.2 \$225				
9.21.2015	419	B Fridd court filings	91700.3 \$60		\$ 495.00		\$ 1,442.59
9/22/2015	421	C. Bryant reimbursement for supplies purchased	91600.4		\$ 12.53		\$ 1,430.06
			91700.1 \$90				
			91700.2 \$180				
9/24/2015	422	B. Fridd court filings	91700.3 \$90		\$ 360.00		\$ 1,070.06
9/24/2015	423	B. Fridd mileage 07.31.15 - 09.23.15	91800.4		\$ 44.85		\$ 1,025.21
9/24/2015	424	D Parks mileage 09.5.15 - 09.8.15	91800.3		\$ 9.20		\$ 1,016.01
9/24/2015	425	G Cram mileage 09.5.15-09.08.15	91800.3		\$ 27.60		\$ 988.41

MAINTENANCE AFTER HOURS/EMERGENCY RESPONSE REPORT

SEPTEMBER 2015

DATE	COMPLETE	DV/PJ	ACTIVITY	TENANT	STAFF
09/02	08:45p-09:30p	RM	Lockout	S. Bicy	Neal
09/05	11:30a-12:30p	RM	Lockout	B. Boughton	Cram
09/05	12:40a-02:00a & 07:30a-08:00a & 09:15a-09:45a		Water Line Break	M. Turner	Parks
09/05	10:10p-11:10p	CT	Stove will not shut off	R. Ellis	Cram
09/06	08:30a-09:00a	SBN	No hot water & kit sink not working	M. Turner	Parks
09/06	11:30a-03:00p	CT	Plugged drain	S. Worthey	Cram
09/06	08:00p-08:30p	SBN	Drain came loose	E. Roy	Parks
09/07	01:00p-03:00p	RM	Frig not working	R. Daugherty	Cram
09/07	11:25p-12:25a	RM	Lockout	D. Siefken	Cram
09/12	10:05a-10:45a	RM	Lockout	T. Hoyer	Arnold
09/12	08:05p-08:35p	RM	Lockout	C. Snowden	Arnold
09/12	06:20p-06:55p	CT	No heat	M. Williams	Arnold
09/15	05:45p-06:15p	RM	Lockout	G. Caldwell	Arnold
09/18	09:00p-09:30p	RM	Lockout	M. Diggins	Parks
09/18	10:40p-11:10p	RM	Lockout again	M. Diggins	Parks
09/20	04:20p-04:40p	RM	Lockout	L. McGinnis	Parks
09/20	05:45p-06:15p	RM	Lockout	J. Garrett	Parks
09/22	06:20p-06:50p	RM	Alarm was not set	C-Bldg	Parks
09/23	09:30p-10:00p	RM	Alarm needed set	C-Bldg	Parks
09/24	04:00p-04:30p	RM	Drains clogged	P. McCrory	Parks
09/24	05:00p-05:30p	RM	Drains clogged	D. Hill	Parks
09/25	06:20a-06:50a	RM	Lockout	G. Dow	Parks
09/25	07:15p-07:45p	RM	Alarm not set	C-Bldg	Parks
09/26	11:30a-03:00p	CT	Stove-gas leak	R. Hobbs	Parks
09/28	06:30p-07:00p	SBN	Lockout, took key to unit	B. Conklin	Parks

MAINTENANCE AFTER HOURS/EMERGENCY RESPONSE REPORT

AUGUST 2015

DATE COMPLETE	DV/PJ	ACTIVITY	TENANT	STAFF
08/08	01:45a-03:15a	RM Smells a foul odor	J. Cross	Weston
08/08	09:40a-10:20a	RM Clean up blood from assault	Sidewalks	Weston
08/09	05:45a-06:30a	CT No hot water	K. Sherels	Weston
08/09	03:30p-04:00p	RM Lockout	M. Adams	Weston
08/09	10:00p-10:45p	SBN Co2 detector beeping	J. Fells	Weston
08/11	04:45p-05:45p	RM Glass Break-door alarm		Weston
08/11	08:30p-09:00p	RM Broken key	R. Poole	Weston
08/12	06:15p-06:45p	RM Alarm not set	C-Bldg	Weston
08/14	06:20p-06:50p	RM Lockout	T. Hoyer	Nethercott
08/14	04:20p-05:20p	RM Water heater install	K. Harris	Nethercott
08/14	07:35p-07:55p	RM Fire Alarm going off	Maint	Nethercott
08/15	02:45p-03:15p	RM Lockout	V. Powell	Nethercott
08/16	10:45a-12:05p	CT Toilet leaking upstairs, collapsed ceiling in back Hallway	A. Freeman	Nethercott
08/16	12:10p-12:40p	RM Lockout	B. White	Nethercott
08/16	11:00p-11:30p	RM Door contact alarm going off	Maint	Nethercott
08/17	09:45p-10:45p	CT Lock change after key was stolen	S. Hotchkin	Nethercott
08/18	04:15p-04:30p	SBN Loosen toilet handles	J. Trine	Nethercott
08/19	09:30p-11:50p	RM Fire alarm, attempted to reset alarm with Pam	Maint	Nethercott
08/21	10:00p-10:30p	SBN Broken chain on toilet flapper ball	D. Corleon	Parks
08/22	11:21a-12:20p	SBN Frig not working, freezer packed full of food	J. Fells	Cram/Parks
08/23	03:20p-04:20p	SBN Frig went bad-put in new one	J. Fells	Cram/Parks
08/27	10:45p-11:45p	RM Lockout	M Diggins	Cram
08/30	10:30a-01:00p	CT Refrigerator not cooling	E. Bancroft	Neal
08/30	08:50p-09:30p	RM Lockout	D. Siefken	Neal
08/30	10:15p-10:45p	RM Lockout	D. Burns	Neal
08/31	05:35p-06:15p	CT Alarm going off	Office	Neal
08/31	07:30p-08:00p	CT Co2 alarm going off	L. Dingee	Neal

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 2015
Jan-15	66,858	\$ 7,648.94	22,432	\$ 17,503.50	19,300	620.64	342.53	\$ 963.17	\$ 26,115.61
Feb-15	45,567	\$ 5,710.74	23,340	\$ 19,871.54				\$ -	\$ 25,582.28
Mar-15	57,426	\$ 6,691.49	9,452	\$ 14,486.26	187,840	\$ 6,670.98	\$ 3,491.89	\$ 10,162.87	\$ 31,340.62
Apr-15	45,210	\$ 5,522.67	15,281	\$ 8,731.51	18,500	605.10	332.11	\$ 937.21	\$ 15,191.39
May-15	40,463	\$ 5,009.10	9,185	\$ 6,696.43	295,450	\$ 9,045.91	\$ 4,952.30	\$ 13,998.21	\$ 25,703.74
Jun-15	41,683	\$ 15,004.91	4,842	\$ 4,207.42	17,500	\$ 577.26	\$ 296.67	\$ 873.93	\$ 20,086.26
Jul-15	48,672	\$ 6,781.56	2,300	\$ 1,805.77	273,400	\$ 8,718.48	3,591.17	\$ 12,309.65	\$ 20,896.98
Aug-15	48,332	\$ 6,719.49	1,667	\$ 1,356.88				\$ -	\$ 8,076.37
Sep-15	42,862	\$ 6,229.25	2,183	\$ 1,748.21	22,400	\$ 698.65	\$ 387.11	\$ 1,085.76	\$ 9,063.22
Oct-15								\$ -	\$ -
Nov-15								\$ -	\$ -
Dec-15								\$ -	\$ -
	437,073.00	\$ 65,318.15	90,682	\$ 76,407.52	834,390	\$ 26,937.02	\$ 13,393.78	\$ 40,330.80	\$ 182,056.47

Utility Cost and Consumption Report

Reed Manor (AMP 2)

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 2015
Jan-15	141,080	\$ 16,136.50	9,650.0	\$ 7,523.53	99,400	\$ 2,705.49	\$ 1,560.75	\$ 4,266.24	\$ 27,926.27
Feb-15	121,200	\$ 13,960.04	13,367	\$ 11,369.37	123,700	\$ 3,273.23	\$ 1,921.95	\$ 5,195.18	\$ 30,524.59
Mar-15	117,610	\$ 13,817.34	14,136	\$ 12,161.02	07,600	\$ 2,624.27	\$ 1,527.94	\$ 4,152.21	\$ 30,121.47
Apr-15	111,560	\$ 12,770.55	8,819	\$ 6,561.30	113,500	\$ 2,960.68	\$ 1,761.61	\$ 4,722.29	\$ 24,054.14
May-15	100,000	\$ 10,961.68	5,906	\$ 4,315.98	105,300	\$ 2,829.78	\$ 1,641.21	\$ 4,470.99	\$ 19,748.65
Jun-15	124,480	\$ 15,364.70	2,453.0	\$ 2,136.87	98,100	\$ 2,644.82	\$ 1,534.99	\$ 4,179.81	\$ 21,681.38
Jul-15	103,400	\$ 14,602.49	2,257.0	\$ 1,721.83	99,200	\$ 2,632.19	\$ 1,620.84	\$ 4,253.03	\$ 20,577.35
Aug-15	138,320	\$ 18,433.45	2,266.0	\$ 1,728.26	126,500	\$ 3,260.78	\$ 1,952.21	\$ 5,212.99	\$ 25,374.70
Sep-15	136,800	\$ 18,351.13	2,117.0	\$ 1,643.70	126,000	\$ 3,175.73	\$ 1,926.44	\$ 5,102.17	\$ 25,097.00
Oct-15								\$ -	\$ -
Nov-15								\$ -	\$ -
Dec-15								\$ -	\$ -
	1,094,480	\$ 134,397.88	61,271	\$ 49,152.76	989,300	\$ 26,106.97	\$ 15,447.94	\$ 41,554.91	\$ 225,105.55

Utility Cost and Consumption Report

Shahan-Blackstone North Apartments (AMP 3)

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 2015
Jan-15	4,478	\$ 679.23	10,677	\$ 8,409.94	218,400	\$ 7,622.40	\$ 3,707.39	\$ 11,329.79	\$ 20,418.96
Feb-15	4,352	\$ 654.65	10,565	\$ 8,310.07	245,400	\$ 7,619.40	\$ 3,707.39	\$ 11,326.79	\$ 20,291.51
Mar-15	3,307	\$ 520.97	1,012	\$ 830.70	185,250	\$ 6,239.46	\$ 3,149.57	\$ 9,389.03	\$ 10,740.70
Apr-15	2,227	\$ 363.81	521	\$ 414.95				\$ -	\$ 778.76
May-15	452	\$ 102.34	136	\$ 115.02				\$ -	\$ 217.36
Jun-15	1,755	\$ 287.28	56	\$ 67.06				\$ -	\$ 354.34
Jul-15	1,867	\$ 314.46	51	\$ 63.34	259,097	\$ 8,530.25	\$ 4,305.51	\$ 12,835.76	\$ 13,213.56
Aug-15	1,853	\$ 308.46	21	\$ 38.89				\$ -	\$ 347.35
Sep-15	606	\$ 109.58	16.0	\$ 23.96				\$ -	\$ 133.54
Oct-15								\$ -	\$ -
Nov-15								\$ -	\$ -
Dec-15								\$ -	\$ -
	20,897	3,340.78	23,055.00	18,273.93	908,147.00	30,011.51	14,869.86	44,881.37	66,496.08

Utility Cost and Consumption Report

All Amps

MONTH	ELECTRICITY KW HOURS CONSUMP	NET BILL	GAS MCF CONSUMP	NET BILL	WATER CCF CONSUMP	WATER BILL	SEWER BILL	NET WATER BILL	TOTAL MONTHLY UTILITY 2015
Jan-15	212,416	\$ 24,464.67	42,759	\$ 33,436.97	337,100	\$ 10,948.53	\$ 5,610.67	\$ 16,559.20	\$ 74,460.84
Feb-15	171,119	\$ 20,325.43	47,272	\$ 39,550.98	369,100	\$ 10,892.63	\$ 5,629.34	\$ 16,521.97	\$ 76,398.38
Mar-15	170,373	\$ 21,029.00	21,900	\$ 27,400.00	470,090	\$ 15,534.71	\$ 8,109.40	\$ 23,704.11	\$ 72,202.79
Apr-15	158,997	\$ 18,657.03	24,621	\$ 15,707.76	132,000	\$ 3,565.78	\$ 2,093.72	\$ 5,659.50	\$ 40,024.29
May-15	140,915	\$ 16,073.12	15,227	\$ 11,127.43	400,750	\$ 11,875.69	\$ 6,593.51	\$ 18,469.20	\$ 45,669.75
Jun-15	167,918	\$ 30,656.89	7,351	\$ 6,411.35	115,600	\$ 3,222.08	\$ 1,831.66	\$ 5,053.74	\$ 42,121.98
Jul-15	153,939	\$ 21,698.51	4,608	\$ 3,590.94	631,697	\$ 19,880.92	\$ 9,517.52	\$ 29,398.44	\$ 54,687.89
Aug-15	188,505	\$ 25,461.40	3,954	\$ 3,124.03	126,500	\$ 3,260.78	\$ 1,952.21	\$ 5,212.99	\$ 33,798.42
Sep-15	180,268	\$ 24,689.96	4,316	\$ 3,415.87	148,400	\$ 3,874.38	\$ 2,313.55	\$ 6,187.93	\$ 34,293.76
Oct-15	0	\$ -	-	\$ -	-	\$ -	\$ -	\$ -	\$ -
Nov-15	0	\$ -	-	\$ -	-	\$ -	\$ -	\$ -	\$ -
Dec-15	0	\$ -	-	\$ -	-	\$ -	\$ -	\$ -	\$ -
	1,552,450	\$ 203,056.81	175,008.00	\$ 143,834.21	2,731,837	\$ 83,055.50	\$ 43,711.58	\$ 126,767.08	\$ 473,658.10



EMERGE
CERTIFIED
PUBLIC
ACCOUNTANTS

519-B Johnson Ferry Road

Suite 300

Marietta, GA 30068

Phone: 678.733.2299

Fax: 888.552.7528

Jackson Housing Authority


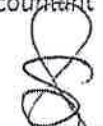
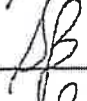
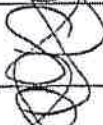

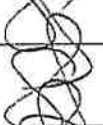


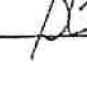

Executive Director: Patricia Tyus

Monthly Financial Reports

301 Steward Avenue
Jackson, MI 49201

Date: 9/10/15

Below is a list of the work submitted to the Jackson Housing Authority:

Manager	Accountant	
		Income Statements
		Balance Sheets
		Bank Reconciliations
		Ratios
		Variance Analysis



EMERGE
CERTIFIED
PUBLIC
ACCOUNTANTS

Jackson Housing Authority
Variance Explanations
August 2015 Financials

CHALET TERRACE

This AMP had a loss of \$897 for the month of August. The contributing factors for the loss for this month are as follows:

- Electric exceeded budget by \$7,178
- Maintenance Materials exceeded budget by \$3,674
- Administrative Expenses exceeded budget by \$1,955

SECTION 8

This program had a loss of \$7,607 for the month of August. The contributing factors for the loss for this month are as follows:

- Administrative Expense exceeded budget by \$7,514

COCC

COCC had a loss of \$9,392 for the month of August. The contributing factors for the loss for this month are as follows:

- Administrative Salaries exceeded budget by \$3,595
- Retiree Insurance exceeded budget by \$4,317

Jackson Housing Authority
Ratios
For Year Ended 08/31/2015

Quick Ratio:		<u>Ratios</u>	<u>Score</u>	<u>Max Score</u>	<u>Percentage</u>
CT	$\frac{\$ 262,232}{\$ 74,023} =$	3.54	12.00	12.00	100%
RM	$\frac{\$ 352,863}{\$ 99,607} =$	3.54	12.00	12.00	100%
SB	$\frac{\$ 48,572}{\$ 13,711} =$	3.54	12.00	12.00	100%

MENAR:

CT	$\frac{\$ 188,208}{\$ 65,429} =$	2.88	11.00	11.00	100%
RM	$\frac{\$ 253,257}{\$ 86,963} =$	2.91	11.00	11.00	100%
SB	$\frac{\$ 34,861}{\$ 46,128} =$	0.76	6.24	11.00	57%

Debt Service Coverage Ratio:

CT	$\frac{\$ -}{\$ -} =$	0.00	2.00	2.00	100%
RM	$\frac{\$ -}{\$ -} =$	0.00	2.00	2.00	100%
SB	$\frac{\$ -}{\$ -} =$	0.00	2.00	2.00	100%

CT Total Score	<u>25.00</u>	<u>25.00</u>	<u>100%</u>
RM Total Score	<u>25.00</u>	<u>25.00</u>	<u>100%</u>
SB Total Score	<u>20.24</u>	<u>25.00</u>	<u>81%</u>
Average Weighted Score	<u>23.41</u>	<u>25.00</u>	<u>94%</u>

Jackson Housing Commission

Chalet Terrace

Income Statement

Month Ending August 31, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Dwelling Rent	20,740	20,770	(30)	115,889	103,851	12,038
Interest Income	23	-	23	112	-	112
Operating Subsidy	40,141	40,826	(685)	246,491	204,129	42,363
Other Income	1,430	167	1,263	26,118	833	25,284
Operating Income	62,333	61,763	571	388,611	308,813	79,798
Operating Expense						
Administrative Expense						
Administrative Salaries	3,957	3,584	(374)	21,229	17,918	(3,311)
Employee Benefits- Admin	1,766	1,209	(557)	13,790	6,044	(7,746)
Administrative Expense	2,746	792	(1,955)	15,029	3,958	(11,071)
Audit Fees	-	188	188	-	938	938
Legal Expense	456	250	(206)	1,575	1,250	(325)
Management Fees	5,879	4,750	(1,129)	35,605	23,750	(11,855)
Office Supplies	391	417	26	3,834	2,083	(1,751)
Postage	171	100	(71)	309	500	191
Retirees Health Insurance	2,291	2,917	625	12,189	14,583	2,394
Staff Training	650	167	(483)	946	833	(112)
Telecommunications	928	833	(95)	4,731	4,167	(564)
Total Administrative Expense	19,234	15,205	(4,029)	109,237	76,024	(33,213)
Maintenance Expense						
Maintenance Salaries	10,193	10,865	672	57,232	54,326	(2,906)
Employee Benefits - Maintenance	3,995	3,997	2	15,059	19,983	4,924
Maintenance Contracts	3,852	2,083	(1,768)	24,940	10,417	(14,524)
Maintenance Materials	6,174	2,500	(3,674)	19,686	12,500	(7,186)
Security Contracts	-	375	375	-	1,875	1,875
Total Maintenance Expense	24,214	19,820	(4,394)	116,918	99,101	(17,817)
Tenant Services						
Tenant Services - Recreation	-	-	-	-	-	-
Tenant Services Participation	-	-	-	-	-	-
Contract Costs	-	833	833	-	4,167	4,167
Lifestart Grant	-	-	-	-	-	-
Total Tenant Services	-	833	833	-	4,167	4,167
Utilities & General Expenses						
Electric	13,862	6,684	(7,178)	40,983	33,419	(7,564)
Gas	3,163	7,500	4,337	22,798	37,500	14,702
Fuel	-	-	-	-	-	-
Insurance	2,757	2,917	159	18,709	14,583	(4,126)
Payments in Lieu of Taxes	-	1,088	1,088	-	5,440	5,440
Water & Sewer	-	4,167	4,167	18,500	20,833	2,333
Total Utilities	19,782	22,355	2,573	100,990	111,776	10,785
TOTAL Operating Expense	63,231	58,213	(5,017)	327,145	291,067	(36,078)
NET INCOME (LOSS)	(897)	3,549	(4,446)	61,465	17,745	43,720

Jackson Housing Commission
Reed Manor
Income Statement
Month Ending August 31, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Dwelling Rent	53,651	49,818	3,833	275,044	249,088	25,956
Interest Income	23	-	23	112	-	112
Operating Subsidy	64,372	56,411	7,961	360,208	282,054	78,153
Other Income	4,190	833	3,357	23,190	4,167	19,024
Operating Income	122,236	107,062	15,174	658,554	535,309	123,245
Operating Expense						
Administrative Expense						
Administrative Salaries	8,140	6,659	(1,481)	44,019	33,295	(10,724)
Employee Benefits- Admin	1,965	2,159	194	10,825	10,794	(31)
Administrative Expense	1,819	417	(1,403)	14,115	2,083	(12,032)
Audit Fees	-	192	192	-	958	958
Legal Expense	333	500	167	2,183	2,500	317
Management Fees	13,701	22,125	8,424	82,541	110,625	28,084
Office Supplies	415	875	460	5,297	4,375	(922)
Postage	419	100	(319)	746	500	(246)
Retirees Health Insurance	-	347	347	-	1,733	1,733
Staff Training	650	458	(191)	803	2,292	1,489
Telecommunications	1,252	625	(627)	8,494	3,125	(5,369)
Total Administrative Expense	28,693	34,456	5,763	169,022	172,280	3,258
Maintenance Expense						
Maintenance Salaries	12,429	12,477	49	62,752	62,387	(365)
Employee Benefits - Maintenance	6,199	7,233	1,034	18,512	36,167	17,655
Maintenance Contracts	12,245	3,750	(8,495)	46,096	18,750	(27,346)
Maintenance Materials	8,068	4,167	(3,901)	26,280	20,833	(5,447)
Security Contracts	-	4,167	4,167	-	20,833	20,833
Total Maintenance Expense	38,941	31,794	(7,147)	153,639	158,971	5,331
Tenant Services						
Tenant Services Participation	-	-	-	-	-	-
Contract Costs	-	1,250	1,250	-	6,250	6,250
Lifestart Grant	-	-	-	-	-	-
Total Tenant Services	-	1,250	1,250	-	6,250	6,250
Utilities & General Expenses						
Electric	14,602	14,583	(19)	60,002	72,917	12,915
Gas	3,427	10,348	6,921	15,648	51,741	36,093
Fuel	-	-	-	-	-	-
Insurance	2,749	2,083	(666)	14,800	10,417	(4,383)
Payments in Lieu of Taxes	-	2,735	2,735	-	13,675	13,675
Water & Sewer	8,433	4,583	(3,850)	21,705	22,917	1,212
Total Utilities	29,212	34,333	5,121	112,154	171,666	59,512
TOTAL Operating Expense	96,847	101,833	4,987	434,815	509,167	74,352
NET INCOME (LOSS)	25,390	5,228	20,161	223,739	26,142	197,597

Jackson Housing Commission

Shahan Blackstone

Income Statement

Month Ending August 31, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Dwelling Rent	10,107	10,832	(725)	61,305	54,158	7,147
Interest Income	83	-	83	173	-	173
Operating Subsidy	47,128	35,514	11,614	163,111	177,571	(14,460)
Other Income	417	417	0	8,845	2,083	6,762
Operating Income	57,735	46,762	10,973	233,434	233,812	(378)
Operating Expense						
Administrative Expense						
Administrative Salaries	3,335	3,584	249	15,096	17,918	2,821
Employee Benefits- Admin	2,714	1,306	(1,408)	9,618	6,532	(3,086)
Administrative Expense	3,732	750	(2,982)	15,217	3,750	(11,467)
Audit Fees	-	167	167	-	833	833
Legal Expense	58	83	25	1,062	417	(645)
Management Fees	5,689	9,167	3,477	33,756	45,833	12,077
Office Supplies	463	417	(46)	4,943	2,083	(2,860)
Postage	186	100	(86)	336	500	164
Retirees Health Insurance	630	1,463	833	3,243	7,315	4,072
Staff Training	650	83	(566)	808	417	(392)
Telecommunications	659	625	(34)	4,665	3,125	(1,540)
Total Administrative Expense	18,116	18,578	462	88,745	92,889	4,145
Maintenance Expense						
Maintenance Salaries	5,833	9,564	3,731	51,565	47,819	(3,746)
Employee Benefits - Maintenance	3,042	4,249	1,207	12,063	21,245	9,182
Maintenance Contracts	4,159	2,083	(2,076)	23,216	10,417	(12,799)
Maintenance Materials	5,520	2,500	(3,020)	19,907	12,500	(7,407)
Security Contracts	-	375	375	-	1,875	1,875
Total Maintenance Expense	18,555	18,771	216	106,752	93,856	(12,896)
Tenant Services						
Tenant Services Participation	-	-	-	-	-	-
Contract Costs	-	833	833	-	4,167	4,167
Lifestart Grant	-	-	-	-	-	-
Total Tenant Services	-	833	833	-	4,167	4,167
Utilities & General Expenses						
Electric	1,996	625	(1,371)	8,129	3,125	(5,004)
Gas	63	167	103	660	833	173
Insurance	1,227	1,667	439	6,821	8,333	1,512
Payments in Lieu of Taxes	-	460	460	-	2,300	2,300
Water & Sewer	12,836	3,750	(9,086)	19,534	18,750	(784)
Total Utilities	16,123	6,668	(9,455)	35,144	33,341	(1,803)
TOTAL Operating Expense	52,794	44,851	(7,943)	230,640	224,253	(6,387)
NET INCOME (LOSS)	4,942	1,912	3,030	2,794	9,559	(6,765)

Jackson Housing Commission
Public Housing
Balance Sheet
Month August 31, 2015

ASSETS

Current Assets

Cash

Cash - General Fund	165,715
General Fund Savings	<u>412,474</u>
Total Cash	<u>578,189</u>

Other Current Assets

Total Other Current Assets

Accounts Receivable

Tenants	23,543
Allowance For Bad Debts - Tenants	<u>(15,298)</u>
Total Accounts Receivable	<u>8,245</u>

Prepaid Assets

Prepaid Insurance	76,631
Prepaid Maintenance	<u>601</u>
Total Prepaid Assets	<u>77,233</u>

Total Current Assets

663,667

Fixed Assets

Land, Structure & Equipment - CT	5,482,077
Accumulated Depreciation - CT	(3,926,213)
Construction in Progress - CT	6,847
Land, Structure & Equipment - RM	15,871,659
Accumulated Depreciation - RM	(10,289,424)
Construction in Progress - RM	6,637
Land, Structure & Equipment - SB	6,470,793
Accumulated Depreciation - SB	(4,799,973)
Construction in Progress - SB	<u>90,932</u>
Total Fixed Assets	<u>8,913,336</u>

TOTAL ASSETS

9,577,003

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Compensated Absences	20,414
Payments in Lieu Of Tax	9,366
Accrued Wages	22,996
Security Deposits	109,583
Accounts Payable Due to COCC	<u>24,983</u>
Total Current Liabilities	<u>187,341</u>

Long Term Liabilities

OPEB Liability	147,560
Compensated Absence - Noncurrent	<u>12,603</u>
Total Long Term Liabilities	<u>160,163</u>

Equity

Net Investment in Capital Assets	8,887,042
Unrestricted Net Position	142,159
Net Income(Loss)	<u>200,298</u>
Total Equity	<u>9,229,499</u>

TOTAL LIABILITIES & EQUITY

9,577,003

Jackson Housing Commission
Section 8 Voucher Program
Income Statement
Month Ending August 31, 2015

	<u>Monthly Totals</u>	<u>Monthly Budget</u>	<u>Monthly Budget Variance Fav (Unfav)</u>	<u>Year To Date Actual</u>	<u>Year To Date Budget</u>	<u>YTD Budget Variance Fav (Unfav)</u>
Income						
Housing Assistance Revenue	201,269	207,833	(6,564)	1,047,955	1,039,164	8,791
Administrative Fee Revenue	18,732	18,018	714	102,048	90,090	11,958
Port-In HAP Revenue	-	-	-	-	-	-
Port-In Admin Revenue	-	-	-	-	-	-
Fraud Recovery	2,080	1,167	913	13,396	5,833	7,562
Interest Income	10	-	10	44	-	44
Other Income	-	-	-	-	-	-
Operating Income	<u>222,091</u>	<u>227,017</u>	<u>(4,927)</u>	<u>1,163,443</u>	<u>1,136,087</u>	<u>28,356</u>
Operating Expense						
Administrative Expense						
Administrative Salaries	8,227	8,526	299	42,478	42,631	153
Employee Benefits - Admin	3,204	2,752	(452)	11,985	13,760	1,776
Audit Fees	-	-	-	-	-	-
Training	948	-	(948)	948	-	(948)
Inspection Expense	1,189	-	(1,189)	6,357	-	(6,357)
Insurance	-	-	-	3,780	-	(3,780)
Legal	-	-	-	-	-	-
Management Fee	3,000	3,000	-	15,000	15,000	-
Office Supplies	690	-	(690)	5,148	-	(5,148)
Postage	310	-	(310)	555	-	(555)
Staff Travel	-	-	-	1,100	-	(1,100)
Administrative Expense	7,514	-	(7,514)	28,916	-	(28,916)
Telecommunications	78	-	(78)	516	-	(516)
Total Administrative Expense	<u>25,160</u>	<u>14,278</u>	<u>(10,882)</u>	<u>116,782</u>	<u>71,392</u>	<u>(45,390)</u>
Restricted HAP Expense						
Housing Assisted Payments	198,538	209,916	11,378	999,747	1,049,580	49,833
Total Restricted HAP Expense	<u>198,538</u>	<u>209,916</u>	<u>11,378</u>	<u>999,747</u>	<u>1,049,580</u>	<u>49,833</u>
HAP Income Less HAP Pymts (Loss)	<u>2,731</u>	<u>(2,083)</u>	<u>(17,942)</u>	<u>48,208</u>	<u>(10,417)</u>	<u>(41,042)</u>
TOTAL Operating Expense	<u>223,698</u>	<u>224,194</u>	<u>496</u>	<u>1,116,529</u>	<u>1,120,972</u>	<u>4,443</u>
NET INCOME (LOSS)	<u>(1,607)</u>	<u>2,823</u>	<u>(4,430)</u>	<u>46,914</u>	<u>14,115</u>	<u>32,799</u>

Jackson Housing Commission

Section 8 Voucher Program

Balance Sheet

Month Ending August 31, 2015

ASSETS

Current Assets

Cash

Cash - General Fund

\$ 199,056

Total Cash

\$ 199,056

Other Current Assets

Investments - Citizens

\$ 3,633

Total Other Current Assets

\$ 3,633

Prepaid Assets

Prepaid

\$ -

Total Prepaid Assets

Total Current Assets

\$ 202,689

Fixed Assets

Furniture and Fixtures

\$ 33,341

Accumulated Depreciation

\$ (33,341)

Total Fixed Assets

\$ -

TOTAL ASSETS

\$ 202,689

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Compensated Absences

1,914

Accrued Wages

4,918

Accounts Payable Due to COCC

\$ 3,000

Total Current Liabilities

\$ 9,833

Equity

Invested in Capital Assets

\$ -

Restricted Net Position

\$ 82,063

Unrestricted Net Position

\$ 63,878

Net Income (Loss)

\$ 46,914

Total Equity

\$ 192,855

TOTAL LIABILITIES & EQUITY

\$ 202,689

Jackson Housing Commission
Central Office (COCC)
Income Statement
Month Ending August 31, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Management Fee	29,507	39,042	(9,535)	167,760	195,208	(27,448)
CFP Operatinal Income	-	2,172	(2,172)	8,644	10,860	(2,216)
CFP Management Improvement	-	1,458	(1,458)	800	7,292	(6,492)
Other Income	-	417	(417)	849	2,083	(1,234)
Operating Income	29,507	43,089	(13,582)	178,053	215,443	(37,391)
Operating Expense						
Administrative Expense						
Administrative Salaries	9,242	21,934	2,692	101,781	109,670	7,889
Employee Benefits- Admin	7,225	10,398	3,173	35,044	51,988	16,945
Administrative Expense	3,845	250	(3,595)	27,256	1,250	(26,006)
Audit Fees	-	333	333	-	1,667	1,667
Economic Self Sufficiency	-	-	-	-	-	-
Fuel	-	-	-	-	-	-
Insurance	847	417	(430)	7,213	2,083	(5,130)
Legal Expense	714	833	119	3,615	4,167	552
Membership and Dues	-	125	125	264	625	361
Office Supplies	1,381	417	(964)	10,716	2,083	(8,633)
Postage	465	100	(365)	855	500	(355)
Retiree Insurance	4,317	-	(4,317)	-	-	-
Staff Training	260	-	(260)	1,487	-	(1,487)
Staff Travel	241	417	176	4,030	2,083	(1,946)
Accounting Fees	-	2,350	2,350	-	11,750	11,750
Sundry	-	417	417	650	2,083	1,433
Telecommunications	362	417	54	2,454	2,083	(370)
Total Administrative Expense	38,898	38,407	(492)	195,363	192,033	(3,330)
TOTAL Operating Expense	38,898	38,407	(492)	195,363	192,033	(3,330)
NET INCOME (LOSS)	(9,392)	4,682	(14,074)	(17,310)	23,410	(40,721)

Jackson Housing Commission
Central Office (COCC)
Balance Sheet
Month Ending August 31, 2015

ASSETS

Current Assets
Cash

General - Non-Federal Funds MM	65,933
CNB Checking	31,287
Petty Cash	5
Total Cash	97,225

Other Current Assets

Washington TAR	2,462
Accounts Receivable Due From HCV	3,000
Accounts Receivable Due From PH	24,983
Total Other Current Assets	30,445

Prepaid Assets

Prepaid	5,586
Total Prepaid Assets	5,586

Total Current Assets

\$ 133,256

Fixed Assets

Building, Structure & Equipment	634,970
Accumulated Depreciation	(602,622)
Total Fixed Assets	32,348

TOTAL ASSETS

165,603

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accrued Compensated Absence	10,893
Accrued Wages	9,586
Deferred Revenue- Comcast Contract	24,372
Due to Public Housing	4,331
Total Current Liabilities	49,182

Long Term Liabilities

Total Long Term Liabilities

-

Equity

Net Investment in Capital Assets	30,283
Unrestricted Net Position	103,449
Net Income (Loss)	(17,310)
Total Equity	116,422

TOTAL LIABILITIES & EQUITY

165,603



EMERGE
CERTIFIED
PUBLIC
ACCOUNTANTS

519-B Johnson Ferry Road

Suite 300

Marietta, GA 30068

Phone: 678.733.2299

Fax: 888.552.7528

Jackson Housing Authority


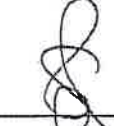








Executive Director: Patricia Tyus

Monthly Financial Reports

301 Steward Avenue
Jackson, MI 49201

Date: 10/15/15

Below is a list of the work submitted to the Jackson Housing Authority.

Manager	Accountant	
		Income Statements
		Balance Sheets
		Bank Reconciliations
		Ratios
		Variance Analysis



EMERGE
CERTIFIED
PUBLIC
ACCOUNTANTS

**Jackson Housing Authority
Ratios
For Year Ended 09/30/2015**

Quick Ratio:

		<u>Ratios</u>	<u>Score</u>	<u>Max Score</u>	<u>Percentage</u>
CT	$\frac{\$ 332,250}{\$ 74,005} =$	4.49	12.00	12.00	100%
RM	$\frac{\$ 447,082}{\$ 99,583} =$	4.49	12.00	12.00	100%
SB	$\frac{\$ 61,541}{\$ 13,708} =$	4.49	12.00	12.00	100%

MENAR:

CT	$\frac{\$ 258,245}{\$ 44,615} =$	5.79	11.00	11.00	100%
RM	$\frac{\$ 347,499}{\$ 87,942} =$	3.95	11.00	11.00	100%
SB	$\frac{\$ 47,834}{\$ 63,235} =$	0.76	6.24	11.00	57%

Debt Service Coverage Ratio:

CT	$\frac{\$ -}{\$ -} =$	0.00	2.00	2.00	100%
RM	$\frac{\$ -}{\$ -} =$	0.00	2.00	2.00	100%
SB	$\frac{\$ -}{\$ -} =$	0.00	2.00	2.00	100%

CT Total Score	<u>25.00</u>	<u>25.00</u>	<u>100%</u>
RM Total Score	<u>25.00</u>	<u>25.00</u>	<u>100%</u>
SB Total Score	<u>20.24</u>	<u>25.00</u>	<u>81%</u>
Average Weighted Score	<u>23.41</u>	<u>25.00</u>	<u>94%</u>

Jackson Housing Commission
Chalet Terrace
Income Statement
Month Ending September 30, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Dwelling Rent	23,876	20,770	3,106	139,766	124,621	15,145
Interest Income	22	-	22	134	-	134
Operating Subsidy	29,151	40,826	(11,675)	275,642	244,954	30,687
Other Income	45,149	167	44,982	71,267	1,000	70,267
Operating Income	98,198	61,763	36,436	486,809	370,576	116,233
Operating Expense						
Administrative Expense						
Administrative Salaries	3,325	3,584	259	24,554	21,501	(3,053)
Employee Benefits- Admin	1,973	1,209	(764)	15,763	7,253	(8,510)
Administrative Expense	2,080	792	(1,289)	17,110	4,750	(12,360)
Audit Fees	2,000	188	(1,813)	-	1,125	1,125
Legal Expense	548	250	(298)	2,122	1,500	(622)
Management Fees	5,926	4,750	(1,176)	41,531	28,500	(13,031)
Office Supplies	381	417	36	4,215	2,500	(1,715)
Postage	-	100	100	309	600	291
Retirees Health Insurance	2,445	2,917	471	14,635	17,500	2,865
Staff Training	1,131	167	(964)	2,076	1,000	(1,076)
Telecommunications	748	833	86	5,478	5,000	(478)
Total Administrative Expense	20,556	15,205	(5,351)	127,794	91,229	(36,565)
Maintenance Expense						
Maintenance Salaries	8,711	10,865	2,154	65,944	65,191	(752)
Employee Benefits - Maintenance	3,585	3,997	412	18,644	23,980	5,336
Maintenance Contracts	4,454	2,083	(2,371)	29,394	12,500	(16,894)
Maintenance Materials	2,211	2,500	289	21,897	15,000	(6,897)
Security Contracts	-	375	375	-	2,250	2,250
Total Maintenance Expense	18,961	19,820	859	135,878	118,921	(16,957)
Tenant Services						
Tenant Services - Recreation	-	-	-	-	-	-
Tenant Services Participation	-	-	-	-	-	-
Contract Costs	-	833	833	-	5,000	5,000
Lifestart Grant	-	-	-	-	-	-
Total Tenant Services	-	833	833	-	5,000	5,000
Utilities & General Expenses						
Electric	6	6,684	6,678	40,989	40,103	(887)
Gas	3	7,500	7,497	22,801	45,000	22,199
Fuel	-	-	-	-	-	-
Insurance	2,430	2,917	487	21,139	17,500	(3,639)
Payments in Lieu of Taxes	-	1,088	1,088	-	6,529	6,529
Water & Sewer	12,310	4,167	(8,143)	30,810	25,000	(5,810)
Total Utilities	14,748	22,355	7,607	115,739	134,131	18,392
TOTAL Operating Expense	54,266	58,213	3,948	379,411	349,281	(30,130)
NET INCOME (LOSS)	43,933	3,549	40,384	107,398	21,295	86,103

Jackson Housing Commission

Reed Manor

Income Statement

Month Ending September 30, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Dwelling Rent	53,486	49,818	3,669	328,531	298,906	29,625
Interest Income	22	-	22	134	-	134
Operating Subsidy	53,428	56,411	(2,983)	413,636	338,465	75,171
Other Income	102,936	833	102,103	126,126	5,000	121,126
Operating Income	209,873	107,062	102,811	868,427	642,371	226,057
Operating Expense						
Administrative Expense						
Administrative Salaries	8,090	6,659	(1,431)	52,109	39,954	(12,155)
Employee Benefits- Admin	1,990	2,159	169	12,815	12,952	137
Administrative Expense	60	417	356	14,176	2,500	(11,676)
Audit Fees	2,000	192	(1,808)	2,000	1,150	(850)
Legal Expense	588	500	(88)	2,771	3,000	229
Management Fees	13,654	22,125	8,471	96,195	132,750	36,555
Office Supplies	781	875	94	6,078	5,250	(828)
Postage	-	100	100	746	600	(146)
Retirees Health Insurance	-	347	347	-	2,080	2,080
Staff Training	1,050	458	(592)	1,853	2,750	897
Telecommunications	1,263	625	(638)	9,756	3,750	(6,006)
Total Administrative Expense	29,476	34,456	4,980	198,498	206,736	8,238
Maintenance Expense						
Maintenance Salaries	13,531	12,477	(1,054)	76,283	74,865	(1,419)
Employee Benefits - Maintenance	7,003	7,233	230	25,515	43,400	17,885
Maintenance Contracts	2,450	3,750	(8,700)	58,546	22,500	(36,046)
Maintenance Materials	3,925	4,167	242	30,205	25,000	(5,205)
Security Contracts	-	4,167	4,167	-	25,000	25,000
Total Maintenance Expense	26,910	31,794	(5,116)	190,549	190,765	216
Tenant Services						
Tenant Services Participation	-	-	-	-	-	-
Contract Costs	-	1,250	1,250	-	7,500	7,500
Lifestart Grant	-	-	-	-	-	-
Total Tenant Services	-	1,250	1,250	-	7,500	7,500
Utilities & General Expenses						
Electric	18,433	14,583	(3,850)	78,435	87,500	9,065
Gas	23	10,348	10,325	15,671	62,090	46,419
Fuel	-	-	-	-	-	-
Insurance	2,392	2,083	(309)	17,192	12,500	(4,692)
Payments in Lieu of Taxes	-	2,735	2,735	-	16,410	16,410
Water & Sewer	5,603	4,583	(1,020)	27,308	27,500	192
Total Utilities	26,452	34,333	7,881	138,606	206,000	67,394
TOTAL Operating Expense	52,838	101,833	8,995	527,653	611,000	83,347
NET INCOME (LOSS)	117,035	5,228	111,806	340,774	31,370	309,404

Jackson Housing Commission
Shahan Blackstone
Income Statement
Month Ending September 30, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Dwelling Rent	12,381	10,832	1,549	73,685	64,990	8,695
Interest Income	22	-	22	195	-	195
Operating Subsidy	17,414	35,514	(18,100)	180,525	213,085	(32,559)
Other Income	42,748	417	42,331	51,593	2,500	49,093
Operating Income	72,565	46,762	25,803	305,999	280,575	25,424
Operating Expense						
Administrative Expense						
Administrative Salaries	3,227	3,584	356	18,323	21,501	3,178
Employee Benefits- Admin	2,677	1,306	(1,371)	12,295	7,838	(4,457)
Administrative Expense	4,156	750	(3,406)	19,373	4,500	(14,873)
Audit Fees	2,000	167	(1,833)	-	1,000	1,000
Legal Expense	1,246	83	(1,163)	2,308	500	(1,808)
Management Fees	5,594	9,167	3,572	39,350	55,000	15,650
Office Supplies	381	417	35	5,325	2,500	(2,825)
Postage	-	100	100	336	600	264
Retirees Health Insurance	730	1,463	733	3,973	8,778	4,805
Staff Training	1,057	83	(973)	1,865	500	(1,365)
Telecommunications	679	625	(54)	5,343	3,750	(1,593)
Total Administrative Expense	21,747	18,578	(3,169)	108,491	111,467	2,976
Maintenance Expense						
Maintenance Salaries	7,766	9,564	1,798	59,331	57,383	(1,949)
Employee Benefits - Maintenance	3,123	4,249	1,126	15,186	25,494	10,308
Maintenance Contracts	3,470	2,083	(1,387)	26,686	12,500	(14,186)
Maintenance Materials	1,325	2,500	1,175	21,232	15,000	(6,232)
Security Contracts	-	375	375	-	2,250	2,250
Total Maintenance Expense	15,684	18,771	3,087	122,436	112,627	(9,809)
Tenant Services						
Tenant Services Participation	-	-	-	-	-	-
Contract Costs	-	833	833	-	5,000	5,000
Lifestart Grant	-	-	-	-	-	-
Total Tenant Services	-	833	833	-	5,000	5,000
Utilities & General Expenses						
Electric	308	625	317	8,437	3,750	(4,687)
Gas	39	167	128	699	1,000	301
Insurance	1,272	1,667	395	8,092	10,000	1,908
Payments in Lieu of Taxes	-	460	460	-	2,760	2,760
Water & Sewer	-	3,750	3,750	19,534	22,500	2,966
Total Utilities	1,619	6,668	5,049	36,763	40,010	3,247
TOTAL Operating Expense	39,050	44,851	5,800	267,690	269,104	1,413
NET INCOME (LOSS)	33,515	1,912	31,603	38,309	11,471	26,838

Jackson Housing Commission

Public Housing

Balance Sheet

Month September 30, 2015

ASSETS		
Current Assets		
Cash	Cash - General Fund	342,942
	General Fund Savings	412,540
Total Cash		<u>755,483</u>
Other Current Assets		
Total Other Current Assets		<u>-</u>
Accounts Receivable		
	Tenants	23,543
	Allowance For Bad Debts - Tenants	(15,298)
Total Accounts Receivable		<u>8,245</u>
Prepaid Assets		
	Prepaid Insurance	76,631
	Prepaid Maintenance	515
Total Prepaid Assets		<u>77,147</u>
Total Current Assets		<u>840,874</u>
Fixed Assets		
	Land, Structure & Equipment - CT	5,482,077
	Accumulated Depreciation - CT	(3,926,213)
	Construction in Progress - CT	6,847
	Land, Structure & Equipment - RM	15,871,859
	Accumulated Depreciation - RM	(10,289,424)
	Construction in Progress - RM	6,637
	Land, Structure & Equipment - SB	6,470,793
	Accumulated Depreciation - SB	(4,799,973)
	Construction in Progress - SB	90,932
Total Fixed Assets		<u>8,913,336</u>
TOTAL ASSETS		<u>9,754,210</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
	Compensated Absences	20,414
	Payments in Lieu Of Tax	9,366
	Accrued Wages	22,996
	Security Deposits	109,583
	Accounts Payable Due to COCC	24,937
Total Current Liabilities		<u>187,296</u>
Long Term Liabilities		
	OPEB Liability	147,560
	Compensated Absence - Noncurrent	12,603
Total Long Term Liabilities		<u>160,163</u>
Equity		
	Net Investment in Capital Assets	8,887,042
	Unrestricted Net Position	120,929
	Net Income(Loss)	398,781
Total Equity		<u>9,406,752</u>
TOTAL LIABILITIES & EQUITY		<u>9,754,210</u>

Jackson Housing Commission
Central Office (COCC)

Income Statement
Month Ending September 30, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Management Fee	50,444	39,042	11,403	218,204	234,250	(16,046)
CFP Operatinal Income	-	2,172	(2,172)	8,644	13,032	(4,388)
CFP Management Improvement	-	1,458	(1,458)	800	8,750	(7,950)
Other Income	2,624	417	2,208	3,473	2,500	973
Operating Income	53,069	43,089	9,980	231,121	258,532	(27,411)
Operating Expense						
Administrative Expense						
Administrative Salaries	18,152	21,934	3,782	119,933	131,603	11,671
Employee Benefits- Admin	10,309	10,398	89	45,353	62,386	17,034
Administrative Expense	2,057	250	(1,807)	29,312	1,500	(27,812)
Audit Fees	2,000	333	(1,667)	2,000	2,000	-
Economic Self Sufficiency	-	-	-	-	-	-
Fuel	-	-	-	-	-	-
Insurance	403	417	13	7,616	2,500	(5,116)
Legal Expense	-	833	833	3,615	5,000	1,385
Membership and Dues	-	125	125	264	750	486
Office Supplies	899	417	(482)	11,615	2,500	(9,115)
Postage	-	100	100	855	600	(255)
Retiree Insurance	4,984	-	(4,984)	9,301	-	(9,301)
Staff Training	522	-	(522)	2,009	-	(2,009)
Staff Travel	57	417	359	4,087	2,500	(1,587)
Accounting Fees	2,625	2,350	(275)	2,625	14,100	11,475
Sundry	-	417	417	650	2,500	1,850
Telecommunications	425	417	(8)	2,879	2,500	(379)
Total Administrative Expense	42,434	38,407	(4,027)	242,114	230,440	(11,674)
TOTAL Operating Expense	42,434	38,407	(4,027)	242,114	230,440	(11,674)
NET INCOME (LOSS)	10,635	4,682	5,953	(10,992)	28,092	(39,085)

Jackson Housing Commission
Central Office (COCC)
Balance Sheet
Month Ending September 30, 2015

ASSETS

Current Assets

Cash

General - Non-Federal Funds MM	93,553
CNB Checking	31,277
Fatty Cash	988

Total Cash **125,818**

Other Current Assets

Washington TAR	2,457
Accounts Receivable Due From HCV	6,000
Accounts Receivable Due From PH	24,937

Total Other Current Assets **33,394**

Prepaid Assets

Prepaid	4,788
---------	-------

Total Prepaid Assets **4,788**

Total Current Assets

\$ 164,001

Fixed Assets

Building, Structure & Equipment	634,970
Accumulated Depreciation	(602,622)

Total Fixed Assets **32,348**

TOTAL ASSETS

196,349

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accrued Compensated Absence	10,893
Accrued Wages	9,586
Deferred Revenue- Comcast Contract	24,372
Due to Public Housing	4,331

Total Current Liabilities **49,182**

Long Term Liabilities

Total Long Term Liabilities

-

Equity

Net Investment in Capital Assets	32,348
Unrestricted Net Position	125,811
Net Income (Loss)	(10,992)

Total Equity **147,167**

TOTAL LIABILITIES & EQUITY

196,349

Jackson Housing Commission
Section 8 Voucher Program
Income Statement
Month Ending September 30, 2015

	Monthly Totals	Monthly Budget	Monthly Budget Variance Fav (Unfav)	Year To Date Actual	Year To Date Budget	YTD Budget Variance Fav (Unfav)
Income						
Housing Assistance Revenue	201,269	207,833	(6,564)	1,249,224	1,246,997	2,228
Administrative Fee Revenue	18,732	18,018	714	120,780	108,108	12,672
Port-In HAP Revenue		-	-	-	-	-
Port-In Admin Revenue		-	-	-	-	-
Fraud Recovery	1,384	1,167	218	14,780	7,000	7,780
Interest Income	9	-	9	53	-	53
Other Income		-	-	-	-	-
Operating Income	221,394	227,017	(5,623)	1,384,837	1,362,105	22,733
Operating Expense						
Administrative Expense						
Administrative Salaries	7,917	8,526	609	50,395	51,157	762
Employee Benefits - Admin	1,019	2,752	1,733	13,004	16,513	3,508
Audit Fees	2,000	-	(2,000)	2,000	-	(2,000)
Training		-	-	948	-	(948)
Inspection Expense	969	-	(969)	7,326	-	(7,326)
Insurance	368	-	(368)	4,148	-	(4,148)
Legal		-	-	-	-	-
Management Fee	3,000	3,000	-	18,000	18,000	-
Office Supplies	488	-	(488)	5,636	-	(5,636)
Postage		-	-	555	-	(555)
Staff Travel		-	-	1,100	-	(1,100)
Administrative Expense	8,458	-	(8,458)	37,374	-	(37,374)
Telecommunications	75	-	(75)	591	-	(591)
Total Administrative Expense	24,295	14,278	(10,016)	141,076	85,670	(55,406)
Restricted HAP Expense						
Housing Assisted Payments	194,627	209,916	15,289	1,194,374	1,259,497	65,123
Total Restricted HAP Expense	194,627	209,916	15,289	1,194,374	1,259,497	65,123
HAP Income Less HAP Pymts (Loss)	6,642	(2,083)	(21,853)	54,850	(12,500)	(62,895)
TOTAL Operating Expense	218,922	224,194	5,273	1,335,450	1,345,166	9,716
NET INCOME (LOSS)	2,473	2,823	(350)	49,387	16,938	32,449

Jackson Housing Commission

Section 8 Voucher Program

Balance Sheet

Month Ending September 30, 2015

ASSETS

Current Assets

Cash

Cash - General Fund

\$ 212,803

Total Cash

\$ 212,803

Other Current Assets

Investments - Citizens

\$ 3,634

Total Other Current Assets

\$ 3,634

Prepaid Assets

Prepaid

\$ -

Total Prepaid Assets

Total Current Assets

\$ 216,437

Fixed Assets

Furniture and Fixtures

\$ 33,341

Accumulated Depreciation

\$ (33,341)

Total Fixed Assets

\$ -

TOTAL ASSETS

\$ 216,437

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Compensated Absences

1,914

Accrued Wages

4,918

Accounts Payable Due to COCC

\$ 3,000

Total Current Liabilities

\$ 9,833

Equity

Invested in Capital Assets

\$ -

Restricted Net Position

\$ 88,705

Unrestricted Net Position

\$ 68,512

Net Income (Loss)

\$ 49,387

Total Equity

\$ 206,604

TOTAL LIABILITIES & EQUITY

\$ 216,437

