



Harrisonburg Redevelopment & Housing Authority

P.O. BOX 1071 ♦ HARRISONBURG, VA 22803

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January 16, 2026

The Regular Meeting of the Harrisonburg Redevelopment and Housing Authority's Board of Commissioners will be held on **Wednesday, January 21, 2026 at 4:00 p.m.**, at the Municipal Building, City Council Chambers located at 409 South Main Street, Harrisonburg, Virginia.

Michael Wong

Michael G. Wong
Executive Director

Enclosures

EQUAL HOUSING OPPORTUNITY PROVIDER

HRHA provides reasonable accommodations to persons with disabilities consistent with the Section 504 Final Rule (24 CFR Part 8) and the Fair Housing Amendments Act

AGENDA
Regular Meeting
January 21, 2026

- I. Call to order and determination of quorum
- II. Public Comment
- III. Review and Approval of Minutes
 - November 19, 2025
- IV. Financial Reports
 - November 2025
 - December 2025

Reports

- A. Executive Director
 - 1. 2026 Board of Commissioners
 - 2. Update Court Square Theater
 - 3. 2026 Remote Participation Meeting Policy
- B. Any New Business/ Old Business
 - 1. Strategic Initiatives Updates
 - Homeownership and Neighborhood Revitalization
 - Bluestone Town Center
 - Lineweaver Annex Renovation
 - Addressing Homelessness and Affordable Housing
 - Improving Organizational Efficiency and Effectiveness
- C. Management Reports
 - 1. Housing Choice Voucher
 - 2. Family Self-Sufficiency
 - 3. Maintenance
 - 4. HRHA Owned Properties Utilization (Box Score & Unit Availability)
 - 5. Commerce Village
 - 6. Commerce Village II
 - 7. Franklin Heights
 - 8. JR Polly Lineweaver
 - 9. Lineweaver Annex
 - 10. Financial Monthly Report & Quarterly Investment Update

MINUTES

Regular Meeting
November 19, 2025

The Regular Meeting of the Harrisonburg Redevelopment & Housing Authority Board of Commissioners was held on **Wednesday, November 19, at 4:00 p.m.**

Those present were:

Gil Colman, Chair
Luciano Benjamin, Commissioner
Janet Awkard-Rogers, Commissioner
Amanda Leech, Commissioner

Also present were:

Michael G. Wong, Executive Director
Tiffany Runion, Deputy Director
Daniel Rose, Attorney

The regular meeting was called to order and a quorum was declared present by Gil Colman, Chair.

Chair Colman then opened the public comment period. Ms. Sampson from Myrtle Street spoke and related concerns with tenants having trash on their front porch. No other public comment was received.

Mr. Wong then presented the October 15th meeting minutes for consideration of approval. After discussion, Commissioner Benjamin, seconded by Commissioner Awkard-Rogers, motioned to approve the October minutes. The motion was unanimously approved.

Mr. Wong then presented the October 2025 financials for consideration of approval. After discussion, Commissioner Benjamin, seconded by Commissioner Leech, motioned to approve the October financials as presented. The motion was unanimously approved.

Mr. Wong then presented a Vine and Fig food sharing proposal for consideration of approval. He related that Vine and Fig coordinate delivery of fresh vegetables to residents at Lineweaver, Commerce Village and Franklin Heights. He stated that due to their loss of grant funding, they will not be able to provide vegetables in 2026. He related of meeting with Vine and Fig and the option for HRHA to establish a MOU between the agencies to continue the food delivery service. He proposed a 25-week delivery to the three properties at \$30,000.00. He stated of the service being greatly valued by the residents. After discussion, Commissioner Leech seconded by Commissioner Awkard-Rogers made a motion approving the MOU. The motion was unanimously approved.

Mr. Wong then presented the 2024 delinquent accounts and inventory write off list for consideration of approval. After discussion Commissioner Benjamin, seconded by Commissioner Awkard-Roger made the motion to approve the resolution. The motion was unanimously approved.

Mr. Wong then provided an update on the Glens Fair Price Housing project. He related that City Council tabled the request for approval to build the 16 efficiency units due to concerns voiced with the property management and safety concerns at the Lineweaver Apartments. He related the plan to attend the next council meeting to shared data obtained from the Harrisonburg City Police concerning the number of calls and the types of calls at the property and provide a site plan of the proposed development. He stated that much of the calls at the apartment complex are for health-related issues. The top safety call was for trespassing of visitors. He stated that strict lease enforcement is critical to reduce incidents and maintain safety. He shared year to date there have been 6 eviction cases with four pending cases in general district court. Lease violations for borders and nonpayment of rent were the primary reasons for the evictions. No action was taken from this agenda item.

Mr. Wong then provided updates on current projects. He related that Bluestone Town Center continues to meet weekly to work towards closing in December. He related that responding to construction pricing questions and obtaining the building permits are the primary challenges. He then stated that construction at CVII is on track for completion by the end of November. He stated no concerns with the project and of the Authority's submission to the FHLBA for bridge funds to address change orders received. He stated of the anticipated award to be announced in late December. He related that the Glens Fair Price Housing project is currently working towards issuing a RFP for construction services. Timeframe has been impacted due to the building plan's revisions needed to address the flood plain issues.

Mr. Wong then presented October management and financial reports for approval. He stated overall, HRHA has made significant progress in addressing vacancies and reducing overall expenses. After discussion, Commissioner Benjamin, seconded by Commissioner Awkard-Rogers, made the motion approving the reports. The motion was unanimously approved.

Commissioner Benjamin, seconded by Commissioner Awkard-Rogers, made the motion to adjourn the meeting. The motion was unanimously approved.

Michael G. Wong
Executive Director

Gil Colman
Chair

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	38,768.26	39,387.25	-618.99	425,986.13	433,259.75	-7,273.62	472,647.00
3112-06-000	PBV HAP Subsidy	35,694.00	37,749.67	-2,055.67	414,423.00	415,246.37	-823.37	452,996.00
3119-00-000	Total Rental Income	74,462.26	77,136.92	-2,674.66	840,409.13	848,506.12	-8,096.99	925,643.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	221.50	333.33	-111.83	4,273.15	3,666.63	606.52	4,000.00
3120-02-000	Cleaning Fee	0.00	0.00	0.00	-4,519.52	0.00	-4,519.52	0.00
3120-03-000	Damages	1,261.00	541.67	719.33	21,047.93	5,958.37	15,089.56	6,500.00
3120-04-000	Late Charges	175.00	83.33	91.67	1,865.00	916.63	948.37	1,000.00
3120-08-000	Workorders/Maint Charges	0.00	41.67	-41.67	1,925.00	458.37	1,466.63	500.00
3120-11-000	Collection Loss-Tenants	-150.00	0.00	-150.00	-150.00	0.00	-150.00	0.00
3129-00-000	Total Other Tenant Income	1,507.50	1,000.00	507.50	24,441.56	11,000.00	13,441.56	12,000.00
3199-00-000	TOTAL TENANT INCOME	75,969.76	78,136.92	-2,167.16	864,850.69	859,506.12	5,344.57	937,643.00
3400-00-000	GRANT INCOME							
3410-50-100	VA Homelessness Solutions Program	0.00	4,949.25	-4,949.25	59,391.00	54,441.75	4,949.25	59,391.00
3410-60-200	Homelessness Assistance Grant (HMIS/SNAP)	23,549.83	7,006.00	16,543.83	94,486.79	77,066.00	17,420.79	84,072.00
3410-61-200	COC Planning Grant	6,630.30	4,168.25	2,462.05	44,203.14	45,850.75	-1,647.61	50,019.00
3499-00-000	TOTAL GRANT INCOME	30,180.13	16,123.50	14,056.63	198,080.93	177,358.50	20,722.43	193,482.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	284.21	0.00	284.21	3,082.67	0.00	3,082.67	0.00
3620-00-000	Management Fee Income	1,061.47	1,000.00	61.47	12,239.49	11,000.00	1,239.49	12,000.00
3621-00-000	Bond Application Fees	95,000.00	7,500.00	87,500.00	95,000.00	82,500.00	12,500.00	90,000.00
3650-00-000	Miscellaneous Other Income	0.00	12,916.67	-12,916.67	5,000.00	142,083.37	-137,083.37	155,000.00
3699-00-000	TOTAL OTHER INCOME	96,345.68	21,416.67	74,929.01	115,322.16	235,583.37	-120,261.21	257,000.00
3999-00-000	TOTAL INCOME	202,495.57	115,677.09	86,818.48	1,178,253.78	1,272,447.99	-94,194.21	1,388,125.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	17,077.38	21,132.42	4,055.04	213,738.71	232,456.62	18,717.91	253,589.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4110-04-000	Employee Benefit Contribution-Admin	5,858.80	6,778.92	920.12	57,965.03	74,568.12	16,603.09	81,347.00
4110-50-100	Salary-VA Homelessness Solutions Program(VHSP)	2,263.08	3,484.00	1,220.92	33,166.60	38,324.00	5,157.40	41,808.00
4110-50-101	Adm Benefits-VA Homelessness Solutions Program	405.56	1,215.25	809.69	11,011.64	13,367.75	2,356.11	14,583.00
4110-60-200	Salary-Homelessness Assistance Grant(HMIS)	4,205.03	3,731.75	-473.28	49,139.83	41,049.25	-8,090.58	44,781.00
4110-60-201	Adm Benefits-Homelessness Assistance Grant(HMI	1,476.81	1,249.33	-227.48	16,697.77	13,742.63	-2,955.14	14,992.00
4110-61-200	Salary-COC Planning Grant	4,269.95	3,452.67	-817.28	41,939.50	37,979.37	-3,960.13	41,432.00
4110-61-201	Adm Benefits-COC Planning	1,449.67	715.58	-734.09	7,983.26	7,871.38	-111.88	8,587.00
4110-99-000	Total Administrative Salaries	37,006.28	41,759.92	4,753.64	431,642.34	459,359.12	27,716.78	501,119.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	64.00	66.67	2.67	256.00	733.37	477.37	800.00
4130-02-000	Criminal Background Checks	21.00	16.67	-4.33	21.00	183.37	162.37	200.00
4130-04-000	General Legal Expense	0.00	1,458.33	1,458.33	2,226.81	16,041.63	13,814.82	17,500.00
4131-00-000	Total Legal Expense	85.00	1,541.67	1,456.67	2,503.81	16,958.37	14,454.56	18,500.00
4140-00-000	Staff Training	0.00	916.66	916.66	7,148.02	10,083.26	2,935.24	11,000.00
4140-50-100	Staff Training-VHSP	0.00	125.00	125.00	250.00	1,375.00	1,125.00	1,500.00
4150-00-000	Travel	1,569.60	916.66	-652.94	23,234.57	10,083.26	-13,151.31	11,000.00
4171-00-000	Auditing Fees	8,660.00	721.67	-7,938.33	8,660.00	7,938.37	-721.63	8,660.00
4189-00-000	Total Other Admin Expenses	10,229.60	1,763.33	-8,466.27	32,144.57	19,396.63	-12,747.94	21,160.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	58.34	58.34	377.70	641.74	264.04	700.00
4190-02-000	Publications	0.00	20.83	20.83	213.20	229.13	15.93	250.00
4190-03-000	Advertising	0.00	50.00	50.00	517.57	550.00	32.43	600.00
4190-04-000	Office Supplies	21.40	37.50	16.10	289.37	412.50	123.13	450.00
4190-06-000	Compliance	0.00	41.67	41.67	180.00	458.37	278.37	500.00
4190-07-000	Telephone & Internet	838.02	771.67	-66.35	9,134.56	8,488.37	-646.19	9,260.00
4190-08-000	Postage	24.40	175.00	150.60	1,981.18	1,925.00	-56.18	2,100.00
4190-10-000	Copiers	146.52	166.66	20.14	1,598.79	1,833.26	234.47	2,000.00
4190-12-000	Software	0.00	1,450.00	1,450.00	17,014.14	15,950.00	-1,064.14	17,400.00
4190-13-000	IT/Website Maintenance	482.39	450.00	-32.39	5,832.18	4,950.00	-882.18	5,400.00
4190-14-000	Community Donations	50.00	1,000.00	950.00	11,026.60	11,000.00	-26.60	12,000.00
4190-18-000	Small Office Equipment	0.00	250.00	250.00	2,338.81	2,750.00	411.19	3,000.00
4190-22-000	Other Misc Admin Expenses	-157.24	325.00	482.24	6,358.88	3,575.00	-2,783.88	3,900.00
4190-50-100	Other Expenses-VHSP	0.00	125.00	125.00	1,406.84	1,375.00	-31.84	1,500.00
4190-60-200	Equipment (HMIS/SNAP)	0.00	202.08	202.08	5,250.10	2,222.88	-3,027.22	2,425.00
4190-60-201	Software (HMIS/SNAP)	0.00	1,065.42	1,065.42	23,318.75	11,719.62	-11,599.13	12,785.00
4190-60-202	Services (HMIS/SNAP)	40.00	757.42	717.42	6,423.78	8,331.62	1,907.84	9,089.00
4191-00-000	Total Miscellaneous Admin Expenses	1,445.49	6,946.59	5,501.10	93,262.45	76,412.49	-16,849.96	83,359.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	48,766.37	52,928.17	4,161.80	566,701.19	582,209.87	15,508.68	635,138.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	99.30	1,833.33	1,734.03	19,015.94	20,166.63	1,150.69	22,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	99.30	1,833.33	1,734.03	19,015.94	20,166.63	1,150.69	22,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	1,635.04	929.16	-705.88	11,859.12	10,220.76	-1,638.36	11,150.00
4320-00-000	Electricity	4,308.41	6,000.00	1,691.59	63,375.81	66,000.00	2,624.19	72,000.00
4330-00-000	Gas	111.46	70.83	-40.63	210.98	779.13	568.15	850.00
4390-00-000	Sewer & Trash	1,827.64	2,083.33	255.69	22,366.86	22,916.63	549.77	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	7,882.55	9,083.32	1,200.77	97,812.77	99,916.52	2,103.75	109,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	6,432.40	7,130.75	698.35	79,861.76	78,438.25	-1,423.51	85,569.00
4410-05-000	Employee Benefit Contribution-Maint.	1,947.43	2,569.08	621.65	21,992.85	28,259.88	6,267.03	30,829.00
4419-00-000	Total General Maint Expense	8,379.83	9,699.83	1,320.00	101,854.61	106,698.13	4,843.52	116,398.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	75.00	75.00	784.70	825.00	40.30	900.00
4420-02-000	Supplies-Appliance	0.00	83.33	83.33	914.79	916.63	1.84	1,000.00
4420-03-000	Supplies-Unit Turnover	0.00	441.67	441.67	5,282.75	4,858.37	-424.38	5,300.00
4420-04-000	Supplies-Electrical	0.00	316.67	316.67	1,852.57	3,483.37	1,630.80	3,800.00
4420-05-000	Supplies-Fuel & Parts	0.00	83.33	83.33	754.39	916.63	162.24	1,000.00
4420-06-000	Supplies-Janitorial/Cleaning	31.96	158.33	126.37	698.61	1,741.63	1,043.02	1,900.00
4420-07-000	Supplies-Maint/Repairs	271.89	604.17	332.28	3,896.71	6,645.87	2,749.16	7,250.00
4420-08-000	Supplies-Plumbing	0.00	425.00	425.00	4,569.84	4,675.00	105.16	5,100.00
4420-09-000	Tools and Equipment	0.00	50.00	50.00	590.00	550.00	-40.00	600.00
4420-10-000	Maintenance Paper/Supplies	0.00	25.00	25.00	0.00	275.00	275.00	300.00
4420-11-000	Supplies-HVAC	0.00	41.67	41.67	77.80	458.37	380.57	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4429-00-000	Total Materials	303.85	2,345.84	2,041.99	19,422.16	25,804.24	6,382.08	28,150.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	658.24	525.00	-133.24	5,625.61	5,775.00	149.39	6,300.00
4430-04-000	Contract-Snow Removal	0.00	166.66	166.66	1,405.00	1,833.26	428.26	2,000.00
4430-05-000	Contract-Unit Turnover	3,584.68	1,166.67	-2,418.01	11,862.35	12,833.37	971.02	14,000.00
4430-06-000	Contract-Electrical	0.00	108.33	108.33	612.50	1,191.63	579.13	1,300.00
4430-07-000	Contract-Pest Control	81.83	691.67	609.84	7,888.09	7,608.37	-279.72	8,300.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	997.67	916.63	-81.04	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	550.00	550.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	157.00	316.67	159.67	2,524.01	3,483.37	959.36	3,800.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4430-11-000	Contract-Plumbing	1,075.00	150.00	-925.00	1,585.00	1,650.00	65.00	1,800.00
4430-12-000	Contract-Inspections	0.00	583.33	583.33	6,800.00	6,416.63	-383.37	7,000.00
4430-13-000	Contract-HVAC	0.00	608.33	608.33	3,810.06	6,691.63	2,881.57	7,300.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4430-17-000	Contract-Elevator Maintenance	0.00	1,258.33	1,258.33	12,514.60	13,841.63	1,327.03	15,100.00
4430-18-000	Contract-Alarm Monitoring	0.00	108.34	108.34	1,172.84	1,191.74	18.90	1,300.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	266.67	266.67	1,350.00	2,933.37	1,583.37	3,200.00
4430-99-000	Contract Costs-Other	1,580.49	450.01	-1,130.48	6,585.42	4,950.11	-1,635.31	5,400.00
4439-00-000	Total Contract Costs	7,137.24	6,575.01	-562.23	64,733.15	72,325.11	7,591.96	78,900.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	15,820.92	18,620.68	2,799.76	186,009.92	204,827.48	18,817.56	223,448.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	237.92	275.00	37.08	2,900.75	3,025.00	124.25	3,300.00
4510-10-000	Property Insurance	460.36	499.59	39.23	4,997.28	5,495.49	498.21	5,995.00
4510-20-000	Liability Insurance	231.70	272.83	41.13	2,361.29	3,001.13	639.84	3,274.00
4510-30-000	Workmen's Compensation	495.79	519.25	23.46	5,307.14	5,711.75	404.61	6,231.00
4521-00-000	Misc. Taxes/Licenses/Insurance	4,283.17	0.00	-4,283.17	4,283.17	0.00	-4,283.17	0.00
4570-00-000	Bad Debt-Tenant Rents	38,639.07	833.33	-37,805.74	38,639.07	9,166.63	-29,472.44	10,000.00
4599-00-000	TOTAL GENERAL EXPENSES	44,348.01	2,400.00	-41,948.01	58,488.70	26,400.00	-32,088.70	28,800.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	4,831.36	4,845.50	14.14	54,346.41	53,300.50	-1,045.91	58,146.00
4899-00-000	TOTAL FINANCING EXPENSES	4,831.36	4,845.50	14.14	54,346.41	53,300.50	-1,045.91	58,146.00
8000-00-000	TOTAL EXPENSES	121,748.51	89,711.00	-32,037.51	982,374.93	986,821.00	4,446.07	1,076,532.00
9000-00-000	NET INCOME	80,747.06	25,966.09	54,780.97	195,878.85	285,626.99	-89,748.14	311,593.00

BRIDGEPORT BUILDING								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,156.26	19,053.92	102.34	209,726.86	209,593.12	133.74	228,647.00
3119-00-000	Total Rental Income	19,156.26	19,053.92	102.34	209,726.86	209,593.12	133.74	228,647.00
3199-00-000	TOTAL TENANT INCOME	19,156.26	19,053.92	102.34	209,726.86	209,593.12	133.74	228,647.00
3999-00-000	TOTAL INCOME	19,156.26	19,053.92	102.34	209,726.86	209,593.12	133.74	228,647.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4130-00-000	Legal Expense							
4130-04-000	General Legal Expense	0.00	208.33	208.33	0.00	2,291.63	2,291.63	2,500.00
4131-00-000	Total Legal Expense	0.00	208.33	208.33	0.00	2,291.63	2,291.63	2,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-07-000	Telephone & Internet	37.42	55.00	17.58	501.50	605.00	103.50	660.00
4190-22-000	Other Misc Admin Expenses	156.76	0.00	-156.76	156.76	0.00	-156.76	0.00
4191-00-000	Total Miscellaneous Admin Expenses	194.18	55.00	-139.18	658.26	605.00	-53.26	660.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	194.18	263.33	69.15	658.26	2,896.63	2,238.37	3,160.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	420.00	83.33	-336.67	735.00	916.63	181.63	1,000.00
4399-00-000	TOTAL UTILITY EXPENSES	420.00	83.33	-336.67	735.00	916.63	181.63	1,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4420-00-000	Materials							
4420-07-000	Supplies-Maint/Repairs	0.00	166.67	166.67	0.00	1,833.37	1,833.37	2,000.00
4429-00-000	Total Materials	0.00	166.67	166.67	0.00	1,833.37	1,833.37	2,000.00
4430-00-000	Contract Costs							
4430-04-000	Contract-Snow Removal	0.00	83.33	83.33	830.00	916.63	86.63	1,000.00
4430-06-000	Contract-Electrical	0.00	0.00	0.00	410.00	0.00	-410.00	0.00
4430-07-000	Contract-Pest Control	0.00	66.67	66.67	498.29	733.37	235.08	800.00
4430-10-000	Contract-Janitorial/Cleaning	0.00	91.67	91.67	0.00	1,008.37	1,008.37	1,100.00
4430-13-000	Contract-HVAC	0.00	233.33	233.33	593.25	2,566.63	1,973.38	2,800.00
4430-17-000	Contract-Elevator Maintenance	0.00	258.33	258.33	620.00	2,841.63	2,221.63	3,100.00
4430-18-000	Contract-Alarm Monitoring	0.00	29.17	29.17	253.00	320.87	67.87	350.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	166.67	166.67	375.00	1,833.37	1,458.37	2,000.00
4430-99-000	Contract Costs-Other	0.00	166.67	166.67	1,593.18	1,833.37	240.19	2,000.00

BRIDGEPORT BUILDING									
Statement of Revenues, Expenditures, and Changes in Fund Net Position									
January - November 2025									
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual	
4439-00-000	Total Contract Costs	0.00	1,095.84	1,095.84	5,172.72	12,054.24	6,881.52	13,150.00	
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	0.00	1,262.51	1,262.51	5,172.72	13,887.61	8,714.89	15,150.00	
4800-00-000	FINANCING EXPENSE								
4851-00-000	Interest Expense-Loan 1	2,313.66	2,328.25	14.59	26,187.78	25,610.75	-577.03	27,939.00	
4899-00-000	TOTAL FINANCING EXPENSES	2,313.66	2,328.25	14.59	26,187.78	25,610.75	-577.03	27,939.00	
8000-00-000	TOTAL EXPENSES	2,927.84	3,937.42	1,009.58	32,753.76	43,311.62	10,557.86	47,249.00	
9000-00-000	NET INCOME	16,228.42	15,116.50	1,111.92	176,973.10	166,281.50	10,691.60	181,398.00	

LINEWEAVER ANNEX APARTMENTS

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Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,612.00	20,333.33	-721.33	216,259.27	223,666.63	-7,407.36	244,000.00
3112-06-000	PBV HAP Subsidy	35,694.00	37,749.67	-2,055.67	414,423.00	415,246.37	-823.37	452,996.00
3119-00-000	Total Rental Income	55,306.00	58,083.00	-2,777.00	630,682.27	638,913.00	-8,230.73	696,996.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	221.50	333.33	-111.83	4,273.15	3,666.63	606.52	4,000.00
3120-02-000	Cleaning Fee	0.00	0.00	0.00	-4,519.52	0.00	-4,519.52	0.00
3120-03-000	Damages	1,261.00	541.67	719.33	19,349.93	5,958.37	13,391.56	6,500.00
3120-04-000	Late Charges	175.00	83.33	91.67	1,751.00	916.63	834.37	1,000.00
3120-08-000	Workorders/Maint Charges	0.00	41.67	-41.67	1,925.00	458.37	1,466.63	500.00
3120-11-000	Collection Loss-Tenants	-150.00	0.00	-150.00	-150.00	0.00	-150.00	0.00
3129-00-000	Total Other Tenant Income	1,507.50	1,000.00	507.50	22,629.56	11,000.00	11,629.56	12,000.00
3199-00-000	TOTAL TENANT INCOME	56,813.50	59,083.00	-2,269.50	653,311.83	649,913.00	3,398.83	708,996.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	277.75	0.00	277.75	2,977.74	0.00	2,977.74	0.00
3699-00-000	TOTAL OTHER INCOME	277.75	0.00	277.75	2,977.74	0.00	2,977.74	0.00
3999-00-000	TOTAL INCOME	57,091.25	59,083.00	-1,991.75	656,289.57	649,913.00	6,376.57	708,996.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	4,310.47	5,491.25	1,180.78	55,630.36	60,403.75	4,773.39	65,895.00
4110-04-000	Employee Benefit Contribution-Admin	1,667.88	1,867.50	199.62	18,135.44	20,542.50	2,407.06	22,410.00
4110-99-000	Total Administrative Salaries	5,978.35	7,358.75	1,380.40	73,765.80	80,946.25	7,180.45	88,305.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	64.00	66.67	2.67	256.00	733.37	477.37	800.00
4130-02-000	Criminal Background Checks	21.00	16.67	-4.33	21.00	183.37	162.37	200.00
4130-04-000	General Legal Expense	0.00	416.67	416.67	575.50	4,583.37	4,007.87	5,000.00
4131-00-000	Total Legal Expense	85.00	500.01	415.01	852.50	5,500.11	4,647.61	6,000.00
4140-00-000	Staff Training	0.00	83.33	83.33	119.00	916.63	797.63	1,000.00
4150-00-000	Travel	0.00	83.33	83.33	20.00	916.63	896.63	1,000.00
4171-00-000	Auditing Fees	2,000.00	166.67	-1,833.33	2,000.00	1,833.37	-166.63	2,000.00

LINEWEAVER ANNEX APARTMENTS

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Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4189-00-000	Total Other Admin Expenses	2,000.00	250.00	-1,750.00	2,020.00	2,750.00	730.00	3,000.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	16.67	16.67	0.00	183.37	183.37	200.00
4190-03-000	Advertising	0.00	25.00	25.00	218.41	275.00	56.59	300.00
4190-04-000	Office Supplies	21.40	16.67	-4.73	112.58	183.37	70.79	200.00
4190-06-000	Compliance	0.00	41.67	41.67	180.00	458.37	278.37	500.00
4190-07-000	Telephone & Internet	217.21	250.00	32.79	2,962.99	2,750.00	-212.99	3,000.00
4190-08-000	Postage	0.00	50.00	50.00	526.85	550.00	23.15	600.00
4190-10-000	Copiers	120.27	83.33	-36.94	605.92	916.63	310.71	1,000.00
4190-12-000	Software	0.00	416.67	416.67	4,619.38	4,583.37	-36.01	5,000.00
4190-13-000	IT/Website Maintenance	133.07	141.67	8.60	1,811.61	1,558.37	-253.24	1,700.00
4190-18-000	Small Office Equipment	0.00	41.67	41.67	75.00	458.37	383.37	500.00
4190-22-000	Other Misc Admin Expenses	0.00	116.67	116.67	230.64	1,283.37	1,052.73	1,400.00
4191-00-000	Total Miscellaneous Admin Expenses	491.95	1,200.02	708.07	11,343.38	13,200.22	1,856.84	14,400.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	8,555.30	9,392.11	836.81	88,100.68	103,313.21	15,212.53	112,705.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	99.30	1,833.33	1,734.03	19,015.94	20,166.63	1,150.69	22,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	99.30	1,833.33	1,734.03	19,015.94	20,166.63	1,150.69	22,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	1,091.04	833.33	-257.71	11,000.12	9,166.63	-1,833.49	10,000.00
4320-00-000	Electricity	4,235.39	5,833.33	1,597.94	61,676.07	64,166.63	2,490.56	70,000.00
4390-00-000	Sewer & Trash	1,827.64	2,083.33	255.69	22,366.86	22,916.63	549.77	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	7,154.07	8,749.99	1,595.92	95,043.05	96,249.89	1,206.84	105,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	4,483.01	5,036.17	553.16	55,892.58	55,397.87	-494.71	60,434.00
4410-05-000	Employee Benefit Contribution-Maint.	1,389.94	1,833.33	443.39	15,943.46	20,166.63	4,223.17	22,000.00
4419-00-000	Total General Maint Expense	5,872.95	6,869.50	996.55	71,836.04	75,564.50	3,728.46	82,434.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	66.67	66.67	736.39	733.37	-3.02	800.00
4420-02-000	Supplies-Appliance	0.00	83.33	83.33	914.79	916.63	1.84	1,000.00
4420-03-000	Supplies-Unit Turnover	0.00	441.67	441.67	5,282.75	4,858.37	-424.38	5,300.00
4420-04-000	Supplies-Electrical	0.00	291.67	291.67	1,852.57	3,208.37	1,355.80	3,500.00
4420-05-000	Supplies-Fuel & Parts	0.00	83.33	83.33	754.39	916.63	162.24	1,000.00
4420-06-000	Supplies-Janitorial/Cleaning	31.96	83.33	51.37	698.61	916.63	218.02	1,000.00
4420-07-000	Supplies-Maint/Repairs	271.89	354.17	82.28	3,896.71	3,895.87	-0.84	4,250.00
4420-08-000	Supplies-Plumbing	0.00	416.67	416.67	4,541.63	4,583.37	41.74	5,000.00

LINEWEAVER ANNEX APARTMENTS

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Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-09-000	Tools and Equipment	0.00	50.00	50.00	590.00	550.00	-40.00	600.00
4420-11-000	Supplies-HVAC	0.00	41.67	41.67	77.80	458.37	380.57	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4429-00-000	Total Materials	303.85	1,954.18	1,650.33	19,345.64	21,495.98	2,150.34	23,450.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	658.24	525.00	-133.24	5,625.61	5,775.00	149.39	6,300.00
4430-04-000	Contract-Snow Removal	0.00	83.33	83.33	575.00	916.63	341.63	1,000.00
4430-05-000	Contract-Unit Turnover	3,584.68	1,166.67	-2,418.01	11,862.35	12,833.37	971.02	14,000.00
4430-06-000	Contract-Electrical	0.00	108.33	108.33	202.50	1,191.63	989.13	1,300.00
4430-07-000	Contract-Pest Control	81.83	583.33	501.50	6,962.65	6,416.63	-546.02	7,000.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	997.67	916.63	-81.04	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	550.00	550.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	157.00	225.00	68.00	2,524.01	2,475.00	-49.01	2,700.00
4430-11-000	Contract-Plumbing	1,075.00	150.00	-925.00	1,585.00	1,650.00	65.00	1,800.00
4430-12-000	Contract-Inspections	0.00	583.33	583.33	6,800.00	6,416.63	-383.37	7,000.00
4430-13-000	Contract-HVAC	0.00	333.33	333.33	2,850.00	3,666.63	816.63	4,000.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4430-17-000	Contract-Elevator Maintenance	0.00	1,000.00	1,000.00	11,894.60	11,000.00	-894.60	12,000.00
4430-18-000	Contract-Alarm Monitoring	0.00	50.00	50.00	598.75	550.00	-48.75	600.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	100.00	100.00	975.00	1,100.00	125.00	1,200.00
4430-99-000	Contract Costs-Other	0.00	41.67	41.67	308.75	458.37	149.62	500.00
4439-00-000	Total Contract Costs	5,556.75	5,124.99	-431.76	53,761.89	56,374.89	2,613.00	61,500.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	11,733.55	13,948.67	2,215.12	144,943.57	153,435.37	8,491.80	167,384.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	138.83	175.00	36.17	1,862.84	1,925.00	62.16	2,100.00
4510-10-000	Property Insurance	398.47	357.92	-40.55	4,042.54	3,937.12	-105.42	4,295.00
4510-20-000	Liability Insurance	215.75	197.83	-17.92	2,130.64	2,176.13	45.49	2,374.00
4510-30-000	Workmen's Compensation	128.54	144.25	15.71	1,399.45	1,586.75	187.30	1,731.00
4570-00-000	Bad Debt-Tenant Rents	17,104.67	833.33	-16,271.34	17,104.67	9,166.63	-7,938.04	10,000.00
4599-00-000	TOTAL GENERAL EXPENSES	17,986.26	1,708.33	-16,277.93	26,540.14	18,791.63	-7,748.51	20,500.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,517.70	2,517.25	-0.45	28,158.63	27,689.75	-468.88	30,207.00
4899-00-000	TOTAL FINANCING EXPENSES	2,517.70	2,517.25	-0.45	28,158.63	27,689.75	-468.88	30,207.00
8000-00-000	TOTAL EXPENSES	48,046.18	38,149.68	-9,896.50	401,802.01	419,646.48	17,844.47	457,796.00
9000-00-000	NET INCOME	9,045.07	20,933.32	-11,888.25	254,487.56	230,266.52	24,221.04	251,200.00

COMMUNITY GRANTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3400-00-000	GRANT INCOME							
3410-50-100	VA Homelessness Solutions Program	0.00	4,949.25	-4,949.25	59,391.00	54,441.75	4,949.25	59,391.00
3410-60-200	Homelessness Assistance Grant (HMIS/SNAP)	23,549.83	7,006.00	16,543.83	94,486.79	77,066.00	17,420.79	84,072.00
3410-61-200	COC Planning Grant	6,630.30	4,168.25	2,462.05	44,203.14	45,850.75	-1,647.61	50,019.00
3499-00-000	TOTAL GRANT INCOME	30,180.13	16,123.50	14,056.63	198,080.93	177,358.50	20,722.43	193,482.00
3999-00-000	TOTAL INCOME	30,180.13	16,123.50	14,056.63	198,080.93	177,358.50	20,722.43	193,482.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-50-100	Salary-VA Homelessness Solutions Program(VHSP)	2,263.08	3,484.00	1,220.92	33,166.60	38,324.00	5,157.40	41,808.00
4110-50-101	Adm Benefits-VA Homelessness Solutions Program	405.56	1,215.25	809.69	11,011.64	13,367.75	2,356.11	14,583.00
4110-60-200	Salary-Homelessness Assistance Grant(HMIS)	4,205.03	3,731.75	-473.28	49,139.83	41,049.25	-8,090.58	44,781.00
4110-60-201	Adm Benefits-Homelessness Assistance Grant(HMI	1,476.81	1,249.33	-227.48	16,697.77	13,742.63	-2,955.14	14,992.00
4110-61-200	Salary-COC Planning Grant	4,269.95	3,452.67	-817.28	41,939.50	37,979.37	-3,960.13	41,432.00
4110-61-201	Adm Benefits-COC Planning	1,449.67	715.58	-734.09	7,983.26	7,871.38	-111.88	8,587.00
4110-99-000	Total Administrative Salaries	14,070.10	13,848.58	-221.52	159,938.60	152,334.38	-7,604.22	166,183.00
4140-50-100	Staff Training-VHSP	0.00	125.00	125.00	250.00	1,375.00	1,125.00	1,500.00
4189-00-000	Total Other Admin Expenses	0.00	125.00	125.00	250.00	1,375.00	1,125.00	1,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-50-100	Other Expenses-VHSP	0.00	125.00	125.00	1,406.84	1,375.00	-31.84	1,500.00
4190-60-200	Equipment (HMIS/SNAP)	0.00	202.08	202.08	5,250.10	2,222.88	-3,027.22	2,425.00
4190-60-201	Software (HMIS/SNAP)	0.00	1,065.42	1,065.42	23,318.75	11,719.62	-11,599.13	12,785.00
4190-60-202	Services (HMIS/SNAP)	40.00	757.42	717.42	6,423.78	8,331.62	1,907.84	9,089.00
4191-00-000	Total Miscellaneous Admin Expenses	40.00	2,149.92	2,109.92	36,399.47	23,649.12	-12,750.35	25,799.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	14,110.10	16,123.50	2,013.40	196,588.07	177,358.50	-19,229.57	193,482.00
8000-00-000	TOTAL EXPENSES	14,110.10	16,123.50	2,013.40	196,588.07	177,358.50	-19,229.57	193,482.00
9000-00-000	NET INCOME	16,070.03	0.00	16,070.03	1,492.86	0.00	1,492.86	0.00

HOUSING CHOICE VOUCHER PROGRAM (MTW, MS5, FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3400-00-000	GRANT INCOME							
3410-01-000	Section 8 HAP Earned	754,985.00	591,992.92	162,992.08	7,663,129.00	6,511,922.12	1,151,206.88	7,103,915.00
3410-02-000	Section 8 Admin. Fee Income	59,327.00	52,501.92	6,825.08	632,558.00	577,521.12	55,036.88	630,023.00
3410-03-000	Section 8 FSS Grant Income	12,165.16	11,466.00	699.16	125,052.55	126,126.00	-1,073.45	137,592.00
3410-04-000	Port-In Admin Fees Earned	592.56	100.00	492.56	4,380.27	1,100.00	3,280.27	1,200.00
3410-06-000	Port In HAP Earned	10,605.00	2,500.00	8,105.00	77,088.00	27,500.00	49,588.00	30,000.00
3499-00-000	TOTAL GRANT INCOME	837,674.72	658,560.84	179,113.88	8,502,207.82	7,244,169.24	1,258,038.58	7,902,730.00
3600-00-000	OTHER INCOME							
3640-00-000	Fraud Recovery-HAP	924.08	958.33	-34.25	9,232.76	10,541.63	-1,308.87	11,500.00
3640-01-000	Fraud Recovery-ADM	923.98	958.33	-34.35	9,232.75	10,541.63	-1,308.88	11,500.00
3699-00-000	TOTAL OTHER INCOME	1,848.06	1,916.66	-68.60	18,465.51	21,083.26	-2,617.75	23,000.00
3999-00-000	TOTAL INCOME	839,522.78	660,477.50	179,045.28	8,520,673.33	7,265,252.50	1,255,420.83	7,925,730.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	27,685.17	28,561.92	876.75	309,477.04	314,181.12	4,704.08	342,743.00
4110-04-000	Employee Benefit Contribution-Admin	11,209.67	9,609.50	-1,600.17	89,352.54	105,704.50	16,351.96	115,314.00
4110-20-400	Administrative Salaries-FSS	8,239.19	8,691.83	452.64	104,301.94	95,610.13	-8,691.81	104,301.94
4110-21-400	Employee Benefits Contribution-FSS	0.00	2,440.84	2,440.84	29,290.06	26,849.24	-2,440.82	29,290.06
4110-30-100	Administrative Salaries-MS5	3,534.00	4,675.67	1,141.67	34,521.09	51,432.37	16,911.28	56,108.00
4110-30-101	Employee Benefits Contribution-MS5	0.00	1,859.00	1,859.00	11,582.31	20,449.00	8,866.69	22,308.00
4110-99-000	Total Administrative Salaries	50,668.03	55,838.76	5,170.73	578,524.98	614,226.36	35,701.38	670,065.00
4130-00-000	Legal Expense							
4130-02-000	Criminal Background Checks	84.00	333.33	249.33	5,154.50	3,666.63	-1,487.87	4,000.00
4131-00-000	Total Legal Expense	84.00	333.33	249.33	5,154.50	3,666.63	-1,487.87	4,000.00
4140-00-000	Staff Training	404.00	583.33	179.33	5,889.06	6,416.63	527.57	7,000.00
4140-01-400	Staff Training-FSS	0.00	333.33	333.33	4,000.00	3,666.63	-333.37	4,000.00
4150-00-000	Travel	0.00	916.67	916.67	10,720.93	10,083.37	-637.56	11,000.00
4171-00-000	Auditing Fees	10,000.00	833.33	-9,166.67	10,000.00	9,166.63	-833.37	10,000.00
4172-00-000	Port Out Admin Fee Paid	161.58	166.67	5.09	2,252.42	1,833.37	-419.05	2,000.00
4189-00-000	Total Other Admin Expenses	10,161.58	1,916.67	-8,244.91	22,973.35	21,083.37	-1,889.98	23,000.00

HOUSING CHOICE VOUCHER PROGRAM (MTW, MS5, FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	1,843.56	166.67	-1,676.89	3,744.56	1,833.37	-1,911.19	2,000.00
4190-02-000	Publications	0.00	12.50	12.50	0.00	137.50	137.50	150.00
4190-03-000	Advertising	0.00	41.67	41.67	414.63	458.37	43.74	500.00
4190-04-000	Office Supplies	1,239.63	83.33	-1,156.30	3,118.86	916.63	-2,202.23	1,000.00
4190-05-000	Fuel-Administrative	0.00	66.67	66.67	1,192.34	733.37	-458.97	800.00
4190-06-000	Compliance	611.00	750.00	139.00	9,607.00	8,250.00	-1,357.00	9,000.00
4190-07-000	Telephone & Internet	373.94	375.00	1.06	4,959.78	4,125.00	-834.78	4,500.00
4190-08-000	Postage	0.00	266.67	266.67	3,162.01	2,933.37	-228.64	3,200.00
4190-10-000	Copiers	52.50	125.00	72.50	1,784.25	1,375.00	-409.25	1,500.00
4190-12-000	Software	107.00	1,920.83	1,813.83	22,641.88	21,129.13	-1,512.75	23,050.00
4190-13-000	IT/Website Maintenance	338.65	500.00	161.35	6,700.41	5,500.00	-1,200.41	6,000.00
4190-18-000	Small Office Equipment	754.38	608.33	-146.05	9,069.05	6,691.63	-2,377.42	7,300.00
4190-22-000	Other Misc Admin Expenses	4,146.05	0.00	-4,146.05	-5,365.81	0.00	5,365.81	0.00
4191-00-000	Total Miscellaneous Admin Expenses	9,466.71	4,916.67	-4,550.04	61,028.96	54,083.37	-6,945.59	59,000.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	70,784.32	63,922.09	-6,862.23	677,570.85	703,142.99	25,572.14	767,065.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	0.00	125.00	125.00	2,090.06	1,375.00	-715.06	1,500.00
4220-02-000	Tenant FSS Goal Incentives	0.00	125.00	125.00	0.00	1,375.00	1,375.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	250.00	250.00	2,090.06	2,750.00	659.94	3,000.00
4300-00-000	UTILITY EXPENSES							
4320-00-000	Electricity	0.00	0.00	0.00	2,000.00	0.00	-2,000.00	0.00
4330-00-000	Gas	0.00	0.00	0.00	2,000.00	0.00	-2,000.00	0.00
4399-00-000	TOTAL UTILITY EXPENSES	0.00	0.00	0.00	4,000.00	0.00	-4,000.00	0.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	148.59	112.50	-36.09	1,608.80	1,237.50	-371.30	1,350.00
4510-10-000	Property Insurance	53.01	37.50	-15.51	449.68	412.50	-37.18	450.00
4510-20-000	Liability Insurance	13.56	16.67	3.11	128.14	183.37	55.23	200.00
4510-30-000	Workmen's Compensation	477.42	587.50	110.08	6,908.25	6,462.50	-445.75	7,050.00
4570-00-000	Bad Debt-Tenant Rents	0.08	0.00	-0.08	0.08	0.00	-0.08	0.00
4570-01-000	Bad Debt-Other	0.00	0.00	0.00	-0.66	0.00	0.66	0.00
4599-00-000	TOTAL GENERAL EXPENSES	692.66	754.17	61.51	9,094.29	8,295.87	-798.42	9,050.00
4700-00-000	HOUSING ASSISTANCE PAYMENTS							
4715-00-000	Housing Assistance Payments	679,322.00	576,676.25	-102,645.75	7,476,710.00	6,343,438.75	-1,133,271.25	6,920,115.00
4715-01-000	Tenant Utility Payments-Voucher	6,382.00	8,458.33	2,076.33	100,155.00	93,041.63	-7,113.37	101,500.00

HOUSING CHOICE VOUCHER PROGRAM (MTW, MS5, FSS Grant)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4715-02-000	Port Out HAP Payments	3,437.00	2,083.33	-1,353.67	47,445.00	22,916.63	-24,528.37	25,000.00
4715-07-000	Tenant FSS Goal Incentives	475.00	4,166.67	3,691.67	31,150.00	45,833.37	14,683.37	50,000.00
4715-08-000	Landlord Incentives	500.00	4,166.67	3,666.67	12,509.37	45,833.37	33,324.00	50,000.00
4715-09-000	Local, Non-Traditional (LNT) Program	0.00	0.00	0.00	100,000.00	0.00	-100,000.00	0.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	690,116.00	595,551.25	-94,564.75	7,767,969.37	6,551,063.75	-1,216,905.62	7,146,615.00
8000-00-000	TOTAL EXPENSES	761,592.98	660,477.51	-101,115.47	8,460,724.57	7,265,252.61	-1,195,471.96	7,925,730.00
9000-00-000	NET INCOME	77,929.80	-0.01	77,929.81	59,948.76	-0.11	59,948.87	0.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,314.00	16,909.88	2,404.12	202,946.20	186,008.68	16,937.52	202,918.50
3112-00-000	50059 HAP Subsidy	23,334.00	23,513.96	-179.96	255,892.00	258,653.56	-2,761.56	282,167.50
3119-00-000	Total Rental Income	42,648.00	40,423.84	2,224.16	458,838.20	444,662.24	14,175.96	485,086.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	221.50	416.67	-195.17	4,263.16	4,583.37	-320.21	5,000.00
3120-03-000	Damages	558.17	541.67	16.50	8,563.32	5,958.37	2,604.95	6,500.00
3120-04-000	Late Charges	178.50	83.33	95.17	1,459.00	916.63	542.37	1,000.00
3120-06-000	NSF Charges	0.00	0.00	0.00	9.00	0.00	9.00	0.00
3120-08-000	Workorders/Maint Charges	0.00	8.33	-8.33	65.00	91.63	-26.63	100.00
3129-00-000	Total Other Tenant Income	958.17	1,050.00	-91.83	14,359.48	11,550.00	2,809.48	12,600.00
3199-00-000	TOTAL TENANT INCOME	43,606.17	41,473.84	2,132.33	473,197.68	456,212.24	16,985.44	497,686.00
3400-00-000	GRANT INCOME							
3410-20-300	Service Coordinator Grant (SC)	0.00	6,526.75	-6,526.75	48,953.35	71,794.25	-22,840.90	78,321.00
3499-00-000	TOTAL GRANT INCOME	0.00	6,526.75	-6,526.75	48,953.35	71,794.25	-22,840.90	78,321.00
3999-00-000	TOTAL INCOME	43,606.17	48,000.59	-4,394.42	522,151.03	528,006.49	-5,855.46	576,007.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	3,040.98	3,878.17	837.19	40,034.12	42,659.87	2,625.75	46,538.00
4110-04-000	Employee Benefit Contribution-Admin	1,405.19	1,466.17	60.98	14,953.66	16,127.87	1,174.21	17,594.00
4110-99-000	Total Administrative Salaries	4,446.17	5,344.34	898.17	54,987.78	58,787.74	3,799.96	64,132.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	33.33	33.33	218.00	366.63	148.63	400.00
4130-02-000	Criminal Background Checks	0.00	33.33	33.33	398.50	366.63	-31.87	400.00
4130-04-000	General Legal Expense	0.00	333.33	333.33	9,334.22	3,666.63	-5,667.59	4,000.00
4131-00-000	Total Legal Expense	0.00	399.99	399.99	9,950.72	4,399.89	-5,550.83	4,800.00
4140-00-000	Staff Training	0.00	83.33	83.33	219.00	916.63	697.63	1,000.00
4150-00-000	Travel	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4171-00-000	Auditing Fees	2,000.00	166.67	-1,833.33	2,000.00	1,833.37	-166.63	2,000.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4189-00-000	Total Other Admin Expenses	2,000.00	208.34	-1,791.66	2,000.00	2,291.74	291.74	2,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-03-000	Advertising	0.00	25.00	25.00	218.41	275.00	56.59	300.00
4190-04-000	Office Supplies	0.00	25.00	25.00	272.59	275.00	2.41	300.00
4190-06-000	Compliance	0.00	4.17	4.17	46.00	45.87	-0.13	50.00
4190-07-000	Telephone & Internet	265.56	275.00	9.44	3,495.51	3,025.00	-470.51	3,300.00
4190-08-000	Postage	0.00	33.33	33.33	396.86	366.63	-30.23	400.00
4190-10-000	Copiers	120.27	41.67	-78.60	542.90	458.37	-84.53	500.00
4190-12-000	Software	0.00	300.00	300.00	3,461.12	3,300.00	-161.12	3,600.00
4190-13-000	IT/Website Maintenance	114.80	125.00	10.20	1,379.91	1,375.00	-4.91	1,500.00
4190-18-000	Small Office Equipment	0.00	8.33	8.33	30.09	91.63	61.54	100.00
4190-22-000	Other Misc Admin Expenses	0.00	54.17	54.17	-3,383.88	595.87	3,979.75	650.00
4191-00-000	Total Miscellaneous Admin Expenses	500.63	891.67	391.04	6,459.51	9,808.37	3,348.86	10,700.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	6,946.80	6,927.67	-19.13	73,617.01	76,204.37	2,587.36	83,132.00
4200-00-000	TENANT SERVICES							
4210-20-300	Tenant Services-Salaries	10,411.83	4,553.33	-5,858.50	47,084.11	50,086.63	3,002.52	54,640.00
4211-20-300	Tenant Services-Benefits	2,577.33	1,104.58	-1,472.75	11,777.90	12,150.38	372.48	13,255.00
4220-01-000	Other Tenant Svcs.	99.29	1,833.33	1,734.04	19,135.89	20,166.63	1,030.74	22,000.00
4240-20-300	Tenant Services-Other Direct Costs	563.05	472.17	-90.88	3,081.37	5,193.87	2,112.50	5,666.00
4241-20-300	Tenant Services-Training	0.00	188.33	188.33	1,017.93	2,071.63	1,053.70	2,260.00
4242-20-300	Tenant Services-Supplies & Materials	23.51	83.33	59.82	467.56	916.63	449.07	1,000.00
4243-20-300	Tenant Services-Travel	0.00	125.00	125.00	0.00	1,375.00	1,375.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	13,675.01	8,360.07	-5,314.94	82,564.76	91,960.77	9,396.01	100,321.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	1,007.16	833.33	-173.83	9,794.16	9,166.63	-627.53	10,000.00
4320-00-000	Electricity	5,685.05	5,833.33	148.28	74,760.10	64,166.63	-10,593.47	70,000.00
4390-00-000	Sewer & Trash	1,834.58	2,083.33	248.75	21,065.59	22,916.63	1,851.04	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	8,526.79	8,749.99	223.20	105,619.85	96,249.89	-9,369.96	105,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	4,482.98	5,036.17	553.19	55,989.08	55,397.87	-591.21	60,434.00
4410-05-000	Employee Benefit Contribution-Maint.	1,390.01	1,833.33	443.32	15,951.77	20,166.63	4,214.86	22,000.00
4419-00-000	Total General Maint Expense	5,872.99	6,869.50	996.51	71,940.85	75,564.50	3,623.65	82,434.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	79.17	79.17	925.27	870.87	-54.40	950.00
4420-02-000	Supplies-Appliance	19.99	58.33	38.34	673.49	641.63	-31.86	700.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-03-000	Supplies-Unit Turnover	0.00	291.67	291.67	3,328.40	3,208.37	-120.03	3,500.00
4420-04-000	Supplies-Electrical	0.00	416.67	416.67	2,064.47	4,583.37	2,518.90	5,000.00
4420-05-000	Supplies-Fuel & Parts	0.00	41.67	41.67	514.26	458.37	-55.89	500.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	83.33	83.33	800.96	916.63	115.67	1,000.00
4420-07-000	Supplies-Maint/Repairs	41.97	445.83	403.86	3,846.84	4,904.13	1,057.29	5,350.00
4420-08-000	Supplies-Plumbing	187.94	150.00	-37.94	1,876.65	1,650.00	-226.65	1,800.00
4420-09-000	Tools and Equipment	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4420-10-000	Maintenance Paper/Supplies	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4420-11-000	Supplies-HVAC	0.00	41.67	41.67	87.25	458.37	371.12	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4429-00-000	Total Materials	249.90	1,733.35	1,483.45	14,117.59	19,066.85	4,949.26	20,800.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	570.24	416.67	-153.57	5,281.46	4,583.37	-698.09	5,000.00
4430-04-000	Contract-Snow Removal	0.00	108.33	108.33	1,150.00	1,191.63	41.63	1,300.00
4430-05-000	Contract-Unit Turnover	1,811.32	558.33	-1,252.99	1,811.32	6,141.63	4,330.31	6,700.00
4430-06-000	Contract-Electrical	0.00	166.67	166.67	1,472.92	1,833.37	360.45	2,000.00
4430-07-000	Contract-Pest Control	78.27	733.33	655.06	5,062.24	8,066.63	3,004.39	8,800.00
4430-08-000	Contract-Floor Covering	0.00	83.33	83.33	0.00	916.63	916.63	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	550.00	550.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	157.00	216.67	59.67	2,524.03	2,383.37	-140.66	2,600.00
4430-11-000	Contract-Plumbing	0.00	50.00	50.00	510.00	550.00	40.00	600.00
4430-13-000	Contract-HVAC	0.00	291.67	291.67	3,177.50	3,208.37	30.87	3,500.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4430-17-000	Contract-Elevator Maintenance	1,570.00	1,675.00	105.00	21,606.64	18,425.00	-3,181.64	20,100.00
4430-18-000	Contract-Alarm Monitoring	0.00	50.00	50.00	598.75	550.00	-48.75	600.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	100.00	100.00	975.00	1,100.00	125.00	1,200.00
4430-99-000	Contract Costs-Other	0.00	83.33	83.33	700.00	916.63	216.63	1,000.00
4439-00-000	Total Contract Costs	4,186.83	4,625.00	438.17	44,869.86	50,875.00	6,005.14	55,500.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	10,309.72	13,227.85	2,918.13	130,928.30	145,506.35	14,578.05	158,734.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	369.81	306.08	-63.73	3,231.86	3,366.88	135.02	3,673.00
4510-10-000	Property Insurance	405.21	433.33	28.12	4,497.79	4,766.63	268.84	5,200.00
4510-20-000	Liability Insurance	219.37	216.67	-2.70	2,372.16	2,383.37	11.21	2,600.00
4510-30-000	Workmen's Compensation	110.17	127.25	17.08	1,200.61	1,399.75	199.14	1,527.00
4570-00-000	Bad Debt-Tenant Rents	8,657.49	0.00	-8,657.49	8,657.49	0.00	-8,657.49	0.00
4599-00-000	TOTAL GENERAL EXPENSES	9,762.05	1,083.33	-8,678.72	19,959.91	11,916.63	-8,043.28	13,000.00
4800-00-000	FINANCING EXPENSE							

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4851-00-000	Interest Expense-Loan 1	1,835.41	2,011.58	176.17	20,774.82	22,127.38	1,352.56	24,139.00
4899-00-000	TOTAL FINANCING EXPENSES	1,835.41	2,011.58	176.17	20,774.82	22,127.38	1,352.56	24,139.00
8000-00-000	TOTAL EXPENSES	51,055.78	40,360.49	-10,695.29	433,464.65	443,965.39	10,500.74	484,326.00
9000-00-000	NET INCOME	-7,449.61	7,640.10	-15,089.71	88,686.38	84,041.10	4,645.28	91,681.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - November 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	47,998.00	39,700.33	8,297.67	462,387.90	436,703.63	25,684.27	476,404.00
3112-06-000	PBV HAP Subsidy	161,561.00	148,189.67	13,371.33	1,723,274.00	1,630,086.37	93,187.63	1,778,276.00
3119-00-000	Total Rental Income	209,559.00	187,890.00	21,669.00	2,185,661.90	2,066,790.00	118,871.90	2,254,680.00
3120-00-000	Other Tenant Income							
3120-03-000	Damages	1,619.17	1,666.67	-47.50	24,296.43	18,333.37	5,963.06	20,000.00
3120-04-000	Late Charges	1,235.00	833.33	401.67	8,498.00	9,166.63	-668.63	10,000.00
3120-06-000	NSF Charges	0.00	8.33	-8.33	125.00	91.63	33.37	100.00
3120-07-000	Tenant Owed Utilities	90.00	125.00	-35.00	1,030.00	1,375.00	-345.00	1,500.00
3120-08-000	Workorders/Maint Charges	0.00	166.67	-166.67	0.00	1,833.37	-1,833.37	2,000.00
3120-11-000	Collection Loss-Tenants	1,550.07	0.00	1,550.07	6,711.08	0.00	6,711.08	0.00
3129-00-000	Total Other Tenant Income	4,494.24	2,800.00	1,694.24	40,660.51	30,800.00	9,860.51	33,600.00
3199-00-000	TOTAL TENANT INCOME	214,053.24	190,690.00	23,363.24	2,226,322.41	2,097,590.00	128,732.41	2,288,280.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	428.67	166.67	262.00	696.08	1,833.37	-1,137.29	2,000.00
3699-00-000	TOTAL OTHER INCOME	428.67	166.67	262.00	696.08	1,833.37	-1,137.29	2,000.00
3999-00-000	TOTAL INCOME	214,481.91	190,856.67	23,625.24	2,227,018.49	2,099,423.37	127,595.12	2,290,280.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	25,176.05	33,344.42	8,168.37	313,950.78	366,788.62	52,837.84	400,133.00
4110-04-000	Employee Benefit Contribution-Admin	7,915.05	11,223.17	3,308.12	93,569.38	123,454.87	29,885.49	134,678.00
4110-99-000	Total Administrative Salaries	33,091.10	44,567.59	11,476.49	407,520.16	490,243.49	82,723.33	534,811.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	0.00	0.00	192.00	0.00	-192.00	0.00
4130-02-000	Criminal Background Checks	0.00	0.00	0.00	368.00	0.00	-368.00	0.00
4130-04-000	General Legal Expense	0.00	1,250.00	1,250.00	14,645.33	13,750.00	-895.33	15,000.00
4131-00-000	Total Legal Expense	0.00	1,250.00	1,250.00	15,205.33	13,750.00	-1,455.33	15,000.00
4140-00-000	Staff Training	919.60	1,000.00	80.40	8,725.26	11,000.00	2,274.74	12,000.00
4150-00-000	Travel	850.00	1,500.00	650.00	18,300.40	16,500.00	-1,800.40	18,000.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4171-00-000	Auditing Fees	2,500.00	208.33	-2,291.67	2,500.00	2,291.63	-208.37	2,500.00
4189-00-000	Total Other Admin Expenses	3,350.00	1,708.33	-1,641.67	20,800.40	18,791.63	-2,008.77	20,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	100.00	100.00	1,150.00	1,100.00	-50.00	1,200.00
4190-02-000	Publications	0.00	8.33	8.33	71.36	91.63	20.27	100.00
4190-04-000	Office Supplies	997.50	275.00	-722.50	4,239.88	3,025.00	-1,214.88	3,300.00
4190-06-000	Compliance	1,878.00	50.00	-1,828.00	2,395.00	550.00	-1,845.00	600.00
4190-07-000	Telephone & Internet	389.61	400.00	10.39	5,005.53	4,400.00	-605.53	4,800.00
4190-08-000	Postage	0.00	250.00	250.00	3,000.00	2,750.00	-250.00	3,000.00
4190-10-000	Copiers	201.97	183.33	-18.64	2,175.10	2,016.63	-158.47	2,200.00
4190-12-000	Software	538.00	1,975.00	1,437.00	24,085.32	21,725.00	-2,360.32	23,700.00
4190-13-000	IT/Website Maintenance	598.15	475.00	-123.15	6,242.38	5,225.00	-1,017.38	5,700.00
4190-18-000	Small Office Equipment	229.98	850.00	620.02	10,402.30	9,350.00	-1,052.30	10,200.00
4190-22-000	Other Misc Admin Expenses	198.82	25.00	-173.82	-2,183.62	275.00	2,458.62	300.00
4191-00-000	Total Miscellaneous Admin Expenses	5,032.03	4,591.66	-440.37	56,583.25	50,508.26	-6,074.99	55,100.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	42,392.73	53,117.58	10,724.85	508,834.40	584,293.38	75,458.98	637,411.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	79.99	250.00	170.01	1,936.73	2,750.00	813.27	3,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	79.99	250.00	170.01	1,936.73	2,750.00	813.27	3,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	4,846.58	2,666.67	-2,179.91	34,365.59	29,333.37	-5,032.22	32,000.00
4320-00-000	Electricity	904.01	833.33	-70.68	10,686.71	9,166.63	-1,520.08	10,000.00
4330-00-000	Gas	0.00	166.67	166.67	689.98	1,833.37	1,143.39	2,000.00
4390-00-000	Sewer & Trash	1,965.33	3,333.33	1,368.00	29,431.33	36,666.63	7,235.30	40,000.00
4399-00-000	TOTAL UTILITY EXPENSES	7,715.92	7,000.00	-715.92	75,173.61	77,000.00	1,826.39	84,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	17,666.23	20,903.92	3,237.69	203,153.63	229,943.12	26,789.49	250,847.00
4410-05-000	Employee Benefit Contribution-Maint.	4,859.58	7,267.58	2,408.00	54,715.97	79,943.38	25,227.41	87,211.00
4419-00-000	Total General Maint Expense	22,525.81	28,171.50	5,645.69	257,869.60	309,886.50	52,016.90	338,058.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	512.77	291.67	-221.10	3,863.91	3,208.37	-655.54	3,500.00
4420-02-000	Supplies-Appliance	0.00	250.00	250.00	2,301.03	2,750.00	448.97	3,000.00
4420-03-000	Supplies-Unit Turnover	1,011.75	1,600.00	588.25	20,178.73	17,600.00	-2,578.73	19,200.00
4420-04-000	Supplies-Electrical	35.27	333.33	298.06	2,893.98	3,666.63	772.65	4,000.00
4420-05-000	Supplies-Fuel & Parts	0.00	250.00	250.00	2,470.71	2,750.00	279.29	3,000.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-06-000	Supplies-Janitorial/Cleaning	242.22	316.67	74.45	3,569.43	3,483.37	-86.06	3,800.00
4420-07-000	Supplies-Maint/Repairs	1,284.10	791.67	-492.43	10,555.74	8,708.37	-1,847.37	9,500.00
4420-08-000	Supplies-Plumbing	60.38	750.00	689.62	8,672.36	8,250.00	-422.36	9,000.00
4420-09-000	Tools and Equipment	0.00	333.33	333.33	2,988.59	3,666.63	678.04	4,000.00
4420-10-000	Maintenance Paper/Supplies	0.00	66.67	66.67	0.00	733.37	733.37	800.00
4420-11-000	Supplies-HVAC	0.00	416.67	416.67	136.87	4,583.37	4,446.50	5,000.00
4420-12-000	Supplies-Exterior Supplies	0.00	83.33	83.33	0.00	916.63	916.63	1,000.00
4429-00-000	Total Materials	3,146.49	5,483.34	2,336.85	57,631.35	60,316.74	2,685.39	65,800.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	324.10	333.33	9.23	3,791.59	3,666.63	-124.96	4,000.00
4430-04-000	Contract-Snow Removal	0.00	116.67	116.67	1,310.00	1,283.37	-26.63	1,400.00
4430-05-000	Contract-Unit Turnover	9,935.00	125.00	-9,810.00	10,975.60	1,375.00	-9,600.60	1,500.00
4430-06-000	Contract-Electrical	0.00	133.33	133.33	1,570.00	1,466.63	-103.37	1,600.00
4430-07-000	Contract-Pest Control	160.10	583.33	423.23	6,659.84	6,416.63	-243.21	7,000.00
4430-08-000	Contract-Floor Covering	0.00	41.67	41.67	466.20	458.37	-7.83	500.00
4430-09-000	Contract-Grounds	0.00	1,750.00	1,750.00	20,625.00	19,250.00	-1,375.00	21,000.00
4430-10-000	Contract-Janitorial/Cleaning	355.48	416.67	61.19	4,314.63	4,583.37	268.74	5,000.00
4430-11-000	Contract-Plumbing	-985.00	266.67	1,251.67	2,141.00	2,933.37	792.37	3,200.00
4430-12-000	Contract-Inspections	0.00	666.67	666.67	7,520.00	7,333.37	-186.63	8,000.00
4430-13-000	Contract-HVAC	0.00	1,058.33	1,058.33	12,186.03	11,641.63	-544.40	12,700.00
4430-14-000	Contract-Vehicle Maintenance	6,672.68	50.00	-6,622.68	6,672.68	550.00	-6,122.68	600.00
4430-15-000	Contract-Video Surveillance	0.00	10,000.00	10,000.00	105,000.00	110,000.00	5,000.00	120,000.00
4430-18-000	Contract-Alarm Monitoring	0.00	25.00	25.00	299.40	275.00	-24.40	300.00
4430-99-000	Contract Costs-Other	0.00	16.67	16.67	187.00	183.37	-3.63	200.00
4439-00-000	Total Contract Costs	16,462.36	15,583.34	-879.02	183,718.97	171,416.74	-12,302.23	187,000.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	42,134.66	49,238.18	7,103.52	499,219.92	541,619.98	42,400.06	590,858.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	203.09	275.00	71.91	1,972.26	3,025.00	1,052.74	3,300.00
4510-10-000	Property Insurance	1,345.32	1,358.33	13.01	14,428.42	14,941.63	513.21	16,300.00
4510-20-000	Liability Insurance	715.89	608.33	-107.56	7,039.64	6,691.63	-348.01	7,300.00
4510-30-000	Workmen's Compensation	679.41	550.00	-129.41	7,881.03	6,050.00	-1,831.03	6,600.00
4521-00-000	Misc. Taxes/Licenses/Insurance	17,696.93	2,666.67	-15,030.26	34,538.59	29,333.37	-5,205.22	32,000.00
4570-00-000	Bad Debt-Tenant Rents	27,052.49	2,083.33	-24,969.16	27,052.49	22,916.63	-4,135.86	25,000.00
4599-00-000	TOTAL GENERAL EXPENSES	47,693.13	7,541.66	-40,151.47	92,912.43	82,958.26	-9,954.17	90,500.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,718.56	14,346.33	11,627.77	175,463.86	157,809.63	-17,654.23	172,156.00
4899-00-000	TOTAL FINANCING EXPENSES	2,718.56	14,346.33	11,627.77	175,463.86	157,809.63	-17,654.23	172,156.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
8000-00-000	TOTAL EXPENSES	142,734.99	131,493.75	-11,241.24	1,353,540.95	1,446,431.25	92,890.30	1,577,925.00
9000-00-000	NET INCOME	71,746.92	59,362.92	12,384.00	873,477.54	652,992.12	220,485.42	712,355.00

COMMERCE VILLAGE LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	8,862.00	10,919.75	-2,057.75	98,773.00	120,117.25	-21,344.25	131,037.00
3112-06-000	PBV HAP Subsidy	11,318.00	10,919.75	398.25	133,069.00	120,117.25	12,951.75	131,037.00
3119-00-000	Total Rental Income	20,180.00	21,839.50	-1,659.50	231,842.00	240,234.50	-8,392.50	262,074.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	49.38	150.00	-100.62	1,341.06	1,650.00	-308.94	1,800.00
3120-03-000	Damages	2,087.00	208.33	1,878.67	4,885.00	2,291.63	2,593.37	2,500.00
3120-04-000	Late Charges	22.00	41.67	-19.67	726.00	458.37	267.63	500.00
3120-08-000	Workorders/Maint Charges	-60.00	100.00	-160.00	643.00	1,100.00	-457.00	1,200.00
3120-11-000	Collection Loss-Tenants	-1,491.00	0.00	-1,491.00	-1,491.00	0.00	-1,491.00	0.00
3129-00-000	Total Other Tenant Income	607.38	500.00	107.38	6,104.06	5,500.00	604.06	6,000.00
3199-00-000	TOTAL TENANT INCOME	20,787.38	22,339.50	-1,552.12	237,946.06	245,734.50	-7,788.44	268,074.00
3600-00-000	OTHER INCOME							
3611-00-000	Investment Income - Restricted	364.56	416.67	-52.11	4,057.95	4,583.37	-525.42	5,000.00
3699-00-000	TOTAL OTHER INCOME	364.56	416.67	-52.11	4,057.95	4,583.37	-525.42	5,000.00
3999-00-000	TOTAL INCOME	21,151.94	22,756.17	-1,604.23	242,004.01	250,317.87	-8,313.86	273,074.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	3,140.92	3,530.67	389.75	37,982.00	38,837.37	855.37	42,368.00
4110-04-000	Employee Benefit Contribution-Admin	1,035.17	1,214.83	179.66	12,432.97	13,363.13	930.16	14,578.00
4110-99-000	Total Administrative Salaries	4,176.09	4,745.50	569.41	50,414.97	52,200.50	1,785.53	56,946.00
4130-00-000	Legal Expense							
4130-02-000	Criminal Background Checks	0.00	0.00	0.00	38.50	0.00	-38.50	0.00
4130-04-000	General Legal Expense	0.00	150.00	150.00	910.87	1,650.00	739.13	1,800.00
4131-00-000	Total Legal Expense	0.00	150.00	150.00	949.37	1,650.00	700.63	1,800.00
4140-00-000	Staff Training	150.00	83.33	-66.67	1,144.00	916.63	-227.37	1,000.00
4150-00-000	Travel	483.00	100.00	-383.00	504.89	1,100.00	595.11	1,200.00
4173-00-000	Management Fee	1,061.47	1,000.00	-61.47	12,239.49	11,000.00	-1,239.49	12,000.00
4189-00-000	Total Other Admin Expenses	1,544.47	1,100.00	-444.47	12,744.38	12,100.00	-644.38	13,200.00

COMMERCE VILLAGE LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4190-00-000	Miscellaneous Admin Expenses							
4190-04-000	Office Supplies	0.00	50.00	50.00	50.21	550.00	499.79	600.00
4190-06-000	Compliance	0.00	125.00	125.00	1,400.00	1,375.00	-25.00	1,500.00
4190-07-000	Telephone & Internet	249.81	300.00	50.19	2,621.67	3,300.00	678.33	3,600.00
4190-08-000	Postage	0.00	41.67	41.67	231.73	458.37	226.64	500.00
4190-10-000	Copiers	33.09	83.33	50.24	466.95	916.63	449.68	1,000.00
4190-12-000	Software	0.00	166.67	166.67	1,730.55	1,833.37	102.82	2,000.00
4190-13-000	IT/Website Maintenance	57.40	83.33	25.93	748.03	916.63	168.60	1,000.00
4190-21-000	HCC Fees	0.00	666.67	666.67	7,391.18	7,333.37	-57.81	8,000.00
4190-22-000	Other Misc Admin Expenses	6.00	41.67	35.67	215.36	458.37	243.01	500.00
4191-00-000	Total Miscellaneous Admin Expenses	346.30	1,558.34	1,212.04	14,855.68	17,141.74	2,286.06	18,700.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	6,216.86	7,637.17	1,420.31	80,108.40	84,008.87	3,900.47	91,646.00
4200-00-000	TENANT SERVICES							
4210-00-000	Tenant Services Salaries	0.00	1,520.83	1,520.83	15,000.00	16,729.13	1,729.13	18,250.00
4220-01-000	Other Tenant Svcs.	0.00	125.00	125.00	3,639.00	1,375.00	-2,264.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	0.00	1,645.83	1,645.83	18,639.00	18,104.13	-534.87	19,750.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	450.31	358.33	-91.98	4,718.26	3,941.63	-776.63	4,300.00
4320-00-000	Electricity	1,958.48	1,666.67	-291.81	19,679.85	18,333.37	-1,346.48	20,000.00
4330-00-000	Gas	186.77	200.00	13.23	2,103.31	2,200.00	96.69	2,400.00
4390-00-000	Sewer & Trash	887.70	916.67	28.97	9,873.90	10,083.37	209.47	11,000.00
4399-00-000	TOTAL UTILITY EXPENSES	3,483.26	3,141.67	-341.59	36,375.32	34,558.37	-1,816.95	37,700.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	1,475.05	1,565.25	90.20	17,011.06	17,217.75	206.69	18,783.00
4410-05-000	Employee Benefit Contribution-Maint.	471.96	655.50	183.54	5,155.60	7,210.50	2,054.90	7,866.00
4419-00-000	Total General Maint Expense	1,947.01	2,220.75	273.74	22,166.66	24,428.25	2,261.59	26,649.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	33.33	33.33	502.69	366.63	-136.06	400.00
4420-02-000	Supplies-Appliance	0.00	58.33	58.33	426.55	641.63	215.08	700.00
4420-03-000	Supplies-Unit Turnover	0.00	83.33	83.33	206.77	916.63	709.86	1,000.00
4420-04-000	Supplies-Electrical	63.90	125.00	61.10	1,451.61	1,375.00	-76.61	1,500.00
4420-05-000	Supplies-Fuel & Parts	0.00	16.67	16.67	197.79	183.37	-14.42	200.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	50.00	50.00	124.34	550.00	425.66	600.00
4420-07-000	Supplies-Maint/Repairs	83.94	133.33	49.39	1,441.81	1,466.63	24.82	1,600.00
4420-08-000	Supplies-Plumbing	0.00	50.00	50.00	81.41	550.00	468.59	600.00

COMMERCE VILLAGE LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - November 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-10-000	Maintenance Paper/Supplies	0.00	8.33	8.33	0.00	91.63	91.63	100.00
4420-11-000	Supplies-HVAC	0.00	150.00	150.00	127.25	1,650.00	1,522.75	1,800.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.67	41.67	0.00	458.37	458.37	500.00
4429-00-000	Total Materials	147.84	749.99	602.15	4,560.22	8,249.89	3,689.67	9,000.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	429.25	258.33	-170.92	4,280.74	2,841.63	-1,439.11	3,100.00
4430-04-000	Contract-Snow Removal	0.00	216.67	216.67	2,545.00	2,383.37	-161.63	2,600.00
4430-05-000	Contract-Unit Turnover	928.37	0.00	-928.37	928.37	0.00	-928.37	0.00
4430-07-000	Contract-Pest Control	35.58	41.67	6.09	640.62	458.37	-182.25	500.00
4430-10-000	Contract-Janitorial/Cleaning	162.96	133.33	-29.63	1,934.18	1,466.63	-467.55	1,600.00
4430-12-000	Contract-Inspections	0.00	125.00	125.00	1,335.00	1,375.00	40.00	1,500.00
4430-13-000	Contract-HVAC	0.00	250.00	250.00	2,820.75	2,750.00	-70.75	3,000.00
4430-15-000	Contract-Video Surveillance	0.00	41.67	41.67	170.00	458.37	288.37	500.00
4430-18-000	Contract-Alarm Monitoring	0.00	75.00	75.00	1,256.91	825.00	-431.91	900.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	125.00	125.00	1,425.00	1,375.00	-50.00	1,500.00
4430-99-000	Contract Costs-Other	0.00	0.00	0.00	124.75	0.00	-124.75	0.00
4439-00-000	Total Contract Costs	1,556.16	1,266.67	-289.49	17,461.32	13,933.37	-3,527.95	15,200.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	3,651.01	4,237.41	586.40	44,188.20	46,611.51	2,423.31	50,849.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	19.82	15.00	-4.82	191.48	165.00	-26.48	180.00
4510-10-000	Property Insurance	478.52	465.42	-13.10	4,422.91	5,119.62	696.71	5,585.00
4510-20-000	Liability Insurance	119.62	185.00	65.38	1,132.46	2,035.00	902.54	2,220.00
4510-30-000	Workmen's Compensation	73.45	51.25	-22.20	674.57	563.75	-110.82	615.00
4521-00-000	Misc. Taxes/Licenses/Insurance	42.51	87.50	44.99	467.61	962.50	494.89	1,050.00
4570-00-000	Bad Debt-Tenant Rents	3,321.00	208.33	-3,112.67	3,321.00	2,291.63	-1,029.37	2,500.00
4599-00-000	TOTAL GENERAL EXPENSES	4,054.92	1,012.50	-3,042.42	10,210.03	11,137.50	927.47	12,150.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	1,365.00	1,365.00	0.00	15,015.00	15,015.00	0.00	16,380.00
4899-00-000	TOTAL FINANCING EXPENSES	1,365.00	1,365.00	0.00	15,015.00	15,015.00	0.00	16,380.00
8000-00-000	TOTAL EXPENSES	18,771.05	19,039.58	268.53	204,535.95	209,435.38	4,899.43	228,475.00
9000-00-000	NET INCOME	2,380.89	3,716.59	-1,335.70	37,468.06	40,882.49	-3,414.43	44,599.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, CVII, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	38,242.21	39,387.25	-1,145.04	464,228.34	472,647.00	-8,418.66	472,647.00
3112-06-000	PBV HAP Subsidy	41,023.00	37,749.63	3,273.37	455,446.00	452,996.00	2,450.00	452,996.00
3119-00-000	Total Rental Income	79,265.21	77,136.88	2,128.33	919,674.34	925,643.00	-5,968.66	925,643.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	715.00	333.37	381.63	4,988.15	4,000.00	988.15	4,000.00
3120-02-000	Cleaning Fee	0.00	0.00	0.00	-4,519.52	0.00	-4,519.52	0.00
3120-03-000	Damages	195.00	541.63	-346.63	21,242.93	6,500.00	14,742.93	6,500.00
3120-04-000	Late Charges	110.00	83.37	26.63	1,975.00	1,000.00	975.00	1,000.00
3120-08-000	Workorders/Maint Charges	0.00	41.63	-41.63	1,925.00	500.00	1,425.00	500.00
3120-11-000	Collection Loss-Tenants	0.00	0.00	0.00	-150.00	0.00	-150.00	0.00
3129-00-000	Total Other Tenant Income	1,020.00	1,000.00	20.00	25,461.56	12,000.00	13,461.56	12,000.00
3199-00-000	TOTAL TENANT INCOME	80,285.21	78,136.88	2,148.33	945,135.90	937,643.00	7,492.90	937,643.00
3400-00-000	GRANT INCOME							
3410-50-100	VA Homelessness Solutions Program	0.00	4,949.25	-4,949.25	59,391.00	59,391.00	0.00	59,391.00
3410-60-200	Homelessness Assistance Grant (HMIS/SNAP)	13,548.41	9,051.40	4,497.01	108,035.20	108,616.80	-581.60	108,616.80
3410-61-200	COC Planning Grant	12,231.62	4,702.86	7,528.76	56,434.76	56,434.76	0.00	56,434.76
3499-00-000	TOTAL GRANT INCOME	25,780.03	18,703.51	7,076.52	223,860.96	224,442.56	-581.60	224,442.56
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	291.85	0.00	291.85	3,467.80	0.00	3,467.80	0.00
3611-00-000	Investment Income - Restricted	0.14	0.00	0.14	0.14	0.00	0.14	0.00
3620-00-000	Management Fee Income	1,228.16	1,000.00	228.16	13,467.65	12,000.00	1,467.65	12,000.00
3621-00-000	Bond Application Fees	0.00	7,500.00	-7,500.00	95,000.00	90,000.00	5,000.00	90,000.00
3650-00-000	Miscellaneous Other Income	5,872.00	12,916.63	-7,044.63	10,922.00	155,000.00	-144,078.00	155,000.00
3699-00-000	TOTAL OTHER INCOME	7,392.15	21,416.63	-14,024.48	122,857.59	257,000.00	-134,142.41	257,000.00
3999-00-000	TOTAL INCOME	113,457.39	118,257.02	-4,799.63	1,291,854.45	1,419,085.56	-127,231.11	1,419,085.56
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, CVII, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4110-00-000	Administrative Salaries	20,852.24	21,132.38	280.14	234,590.95	253,589.00	18,998.05	253,589.00
4110-04-000	Employee Benefit Contribution-Admin	5,845.40	6,778.88	933.48	63,810.43	81,347.00	17,536.57	81,347.00
4110-50-100	Salary-VA Homelessness Solutions Program(VHSP)	2,055.08	2,935.14	880.06	35,221.68	35,221.68	0.00	35,221.68
4110-50-101	Adm Benefits-VA Homelessness Solutions Program	343.17	946.28	603.11	11,354.81	11,354.81	0.00	11,354.81
4110-60-200	Salary-Homelessness Assistance Grant(HMIS)	6,005.73	4,595.50	-1,410.23	55,145.56	55,145.56	0.00	55,145.56
4110-60-201	Adm Benefits-Homelessness Assistance Grant(HMI	1,740.84	1,536.56	-204.28	18,438.61	18,438.61	0.00	18,438.61
4110-61-200	Salary-COC Planning Grant	4,869.22	3,900.69	-968.53	46,808.72	46,808.72	0.00	46,808.72
4110-61-201	Adm Benefits-COC Planning	1,642.78	802.17	-840.61	9,626.04	9,626.04	0.00	9,626.04
4110-99-000	Total Administrative Salaries	43,354.46	42,627.60	-726.86	474,996.80	511,531.42	36,534.62	511,531.42
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	-128.00	66.63	194.63	128.00	800.00	672.00	800.00
4130-02-000	Criminal Background Checks	0.00	16.63	16.63	21.00	200.00	179.00	200.00
4130-04-000	General Legal Expense	1,651.54	1,458.37	-193.17	3,878.35	17,500.00	13,621.65	17,500.00
4131-00-000	Total Legal Expense	1,523.54	1,541.63	18.09	4,027.35	18,500.00	14,472.65	18,500.00
4140-00-000	Staff Training	0.00	916.74	916.74	7,148.02	11,000.00	3,851.98	11,000.00
4140-50-100	Staff Training-VHSP	0.00	20.87	20.87	250.00	250.00	0.00	250.00
4150-00-000	Travel	794.59	916.74	122.15	24,029.16	11,000.00	-13,029.16	11,000.00
4171-00-000	Auditing Fees	0.00	721.63	721.63	8,660.00	8,660.00	0.00	8,660.00
4189-00-000	Total Other Admin Expenses	794.59	1,659.24	864.65	32,939.16	19,910.00	-13,029.16	19,910.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	48.13	48.13	377.70	578.00	200.30	578.00
4190-02-000	Publications	0.00	18.37	18.37	213.20	220.00	6.80	220.00
4190-03-000	Advertising	0.00	50.00	50.00	517.57	600.00	82.43	600.00
4190-04-000	Office Supplies	44.11	25.00	-19.11	333.48	300.00	-33.48	300.00
4190-06-000	Compliance	230.00	35.76	-194.24	410.00	430.00	20.00	430.00
4190-07-000	Telephone & Internet	557.82	829.37	271.55	9,692.38	9,952.00	259.62	9,952.00
4190-08-000	Postage	57.60	175.00	117.40	2,038.78	2,100.00	61.22	2,100.00
4190-10-000	Copiers	221.99	166.74	-55.25	1,820.78	2,000.00	179.22	2,000.00
4190-12-000	Software	0.00	1,425.00	1,425.00	17,014.14	17,100.00	85.86	17,100.00
4190-13-000	IT/Website Maintenance	217.22	515.00	297.78	6,049.40	6,180.00	130.60	6,180.00
4190-14-000	Community Donations	100.00	927.50	827.50	11,126.60	11,130.00	3.40	11,130.00
4190-18-000	Small Office Equipment	0.00	233.26	233.26	2,338.81	2,800.00	461.19	2,800.00
4190-22-000	Other Misc Admin Expenses	2,479.27	364.13	-2,115.14	8,838.15	4,370.00	-4,468.15	4,370.00
4190-50-100	Other Expenses-VHSP	0.00	117.20	117.20	1,406.84	1,406.84	0.00	1,406.84
4190-60-200	Equipment (HMIS/SNAP)	0.00	437.49	437.49	5,250.10	5,250.10	0.00	5,250.10
4190-60-201	Software (HMIS/SNAP)	0.00	1,943.22	1,943.22	23,318.75	23,318.75	0.00	23,318.75
4190-60-202	Services (HMIS/SNAP)	40.00	538.63	498.63	6,463.78	6,463.78	0.00	6,463.78
4191-00-000	Total Miscellaneous Admin Expenses	3,948.01	7,849.80	3,901.79	97,210.46	94,199.47	-3,010.99	94,199.47
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	49,620.60	54,595.01	4,974.41	616,321.79	655,140.89	38,819.10	655,140.89

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, CVII, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	3,385.60	1,833.37	-1,552.23	22,401.54	22,000.00	-401.54	22,000.00
4240-20-300	Tenant Services-Other Direct Costs	26.50	0.00	-26.50	26.50	0.00	-26.50	0.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	3,412.10	1,833.37	-1,578.73	22,428.04	22,000.00	-428.04	22,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	601.17	929.24	328.07	12,460.29	11,150.00	-1,310.29	11,150.00
4320-00-000	Electricity	6,212.00	6,000.00	-212.00	69,587.81	72,000.00	2,412.19	72,000.00
4330-00-000	Gas	0.00	70.87	70.87	210.98	850.00	639.02	850.00
4390-00-000	Sewer & Trash	1,775.40	2,083.37	307.97	24,142.26	25,000.00	857.74	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	8,588.57	9,083.48	494.91	106,401.34	109,000.00	2,598.66	109,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	9,084.24	7,130.75	-1,953.49	88,946.00	85,569.00	-3,377.00	85,569.00
4410-05-000	Employee Benefit Contribution-Maint.	2,222.52	2,569.12	346.60	24,215.37	30,829.00	6,613.63	30,829.00
4419-00-000	Total General Maint Expense	11,306.76	9,699.87	-1,606.89	113,161.37	116,398.00	3,236.63	116,398.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	75.00	75.00	784.70	900.00	115.30	900.00
4420-02-000	Supplies-Appliance	0.00	83.37	83.37	914.79	1,000.00	85.21	1,000.00
4420-03-000	Supplies-Unit Turnover	2,084.95	615.00	-1,469.95	7,367.70	7,380.00	12.30	7,380.00
4420-04-000	Supplies-Electrical	22.10	183.37	161.27	1,874.67	2,200.00	325.33	2,200.00
4420-05-000	Supplies-Fuel & Parts	0.00	83.37	83.37	754.39	1,000.00	245.61	1,000.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	158.37	158.37	698.61	1,900.00	1,201.39	1,900.00
4420-07-000	Supplies-Maint/Repairs	689.75	633.37	-56.38	4,586.46	7,600.00	3,013.54	7,600.00
4420-08-000	Supplies-Plumbing	474.05	426.74	-47.31	5,043.89	5,120.00	76.11	5,120.00
4420-09-000	Tools and Equipment	0.00	50.00	50.00	590.00	600.00	10.00	600.00
4420-10-000	Maintenance Paper/Supplies	0.00	25.00	25.00	0.00	300.00	300.00	300.00
4420-11-000	Supplies-HVAC	0.00	41.63	41.63	77.80	500.00	422.20	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	12.50	12.50	0.00	150.00	150.00	150.00
4429-00-000	Total Materials	3,270.85	2,387.72	-883.13	22,693.01	28,650.00	5,956.99	28,650.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	635.01	525.00	-110.01	6,260.62	6,300.00	39.38	6,300.00
4430-04-000	Contract-Snow Removal	0.00	166.74	166.74	1,405.00	2,000.00	595.00	2,000.00
4430-05-000	Contract-Unit Turnover	0.00	1,166.63	1,166.63	11,862.35	14,000.00	2,137.65	14,000.00
4430-06-000	Contract-Electrical	0.00	97.12	97.12	612.50	1,165.00	552.50	1,165.00
4430-07-000	Contract-Pest Control	81.83	690.00	608.17	7,969.92	8,280.00	310.08	8,280.00
4430-08-000	Contract-Floor Covering	0.00	83.37	83.37	997.67	1,000.00	2.33	1,000.00

LOCAL COMMUNITY DEVELOPMENT (incl. BP, LAO, CVII, and Grants)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4430-10-000	Contract-Janitorial/Cleaning	197.43	320.76	123.33	2,721.44	3,850.00	1,128.56	3,850.00
4430-11-000	Contract-Plumbing	0.00	150.00	150.00	1,585.00	1,800.00	215.00	1,800.00
4430-12-000	Contract-Inspections	500.00	608.37	108.37	7,300.00	7,300.00	0.00	7,300.00
4430-13-000	Contract-HVAC	0.00	597.99	597.99	3,810.06	7,175.00	3,364.94	7,175.00
4430-15-000	Contract-Video Surveillance	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4430-17-000	Contract-Elevator Maintenance	160.00	1,266.74	1,106.74	12,674.60	15,200.00	2,525.40	15,200.00
4430-18-000	Contract-Alarm Monitoring	205.15	122.12	-83.03	1,377.99	1,465.00	87.01	1,465.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	266.63	266.63	1,350.00	3,200.00	1,850.00	3,200.00
4430-99-000	Contract Costs-Other	398.38	472.01	73.63	6,983.80	5,665.00	-1,318.80	5,665.00
4439-00-000	Total Contract Costs	2,177.80	6,575.11	4,397.31	66,910.95	78,900.00	11,989.05	78,900.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	16,755.41	18,662.70	1,907.29	202,765.33	223,948.00	21,182.67	223,948.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	331.41	275.00	-56.41	3,232.16	3,300.00	67.84	3,300.00
4510-10-000	Property Insurance	475.70	512.88	37.18	5,472.98	6,155.00	682.02	6,155.00
4510-20-000	Liability Insurance	239.43	272.87	33.44	2,600.72	3,274.00	673.28	3,274.00
4510-30-000	Workmen's Compensation	488.70	505.88	17.18	5,795.84	6,071.00	275.16	6,071.00
4521-00-000	Misc. Taxes/Licenses/Insurance	0.00	0.00	0.00	4,283.17	0.00	-4,283.17	0.00
4570-00-000	Bad Debt-Tenant Rents	0.00	833.37	833.37	38,639.07	10,000.00	-28,639.07	10,000.00
4599-00-000	TOTAL GENERAL EXPENSES	1,535.24	2,400.00	864.76	60,023.94	28,800.00	-31,223.94	28,800.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	4,569.57	4,845.50	275.93	58,915.98	58,146.00	-769.98	58,146.00
4899-00-000	TOTAL FINANCING EXPENSES	4,569.57	4,845.50	275.93	58,915.98	58,146.00	-769.98	58,146.00
8000-00-000	TOTAL EXPENSES	84,481.49	91,420.06	6,938.57	1,066,856.42	1,097,034.89	30,178.47	1,097,034.89
9000-00-000	NET INCOME	28,975.90	26,836.96	2,138.94	224,998.03	322,050.67	-97,052.64	322,050.67

BRIDGEPORT BUILDING								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	18,489.21	19,053.88	-564.67	228,216.07	228,647.00	-430.93	228,647.00
3119-00-000	Total Rental Income	18,489.21	19,053.88	-564.67	228,216.07	228,647.00	-430.93	228,647.00
3199-00-000	TOTAL TENANT INCOME	18,489.21	19,053.88	-564.67	228,216.07	228,647.00	-430.93	228,647.00
3999-00-000	TOTAL INCOME	18,489.21	19,053.88	-564.67	228,216.07	228,647.00	-430.93	228,647.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4130-00-000	Legal Expense							
4130-04-000	General Legal Expense	0.00	208.37	208.37	0.00	2,500.00	2,500.00	2,500.00
4131-00-000	Total Legal Expense	0.00	208.37	208.37	0.00	2,500.00	2,500.00	2,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-07-000	Telephone & Internet	37.42	55.00	17.58	538.92	660.00	121.08	660.00
4190-22-000	Other Misc Admin Expenses	0.00	0.00	0.00	156.76	0.00	-156.76	0.00
4191-00-000	Total Miscellaneous Admin Expenses	37.42	55.00	17.58	695.68	660.00	-35.68	660.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	37.42	263.37	225.95	695.68	3,160.00	2,464.32	3,160.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	-243.60	83.37	326.97	491.40	1,000.00	508.60	1,000.00
4399-00-000	TOTAL UTILITY EXPENSES	-243.60	83.37	326.97	491.40	1,000.00	508.60	1,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4420-00-000	Materials							
4420-07-000	Supplies-Maint/Repairs	0.00	166.63	166.63	0.00	2,000.00	2,000.00	2,000.00
4429-00-000	Total Materials	0.00	166.63	166.63	0.00	2,000.00	2,000.00	2,000.00
4430-00-000	Contract Costs							
4430-04-000	Contract-Snow Removal	0.00	83.37	83.37	830.00	1,000.00	170.00	1,000.00
4430-06-000	Contract-Electrical	0.00	0.00	0.00	410.00	0.00	-410.00	0.00
4430-07-000	Contract-Pest Control	0.00	66.63	66.63	498.29	800.00	301.71	800.00
4430-10-000	Contract-Janitorial/Cleaning	0.00	91.63	91.63	0.00	1,100.00	1,100.00	1,100.00
4430-13-000	Contract-HVAC	0.00	233.37	233.37	593.25	2,800.00	2,206.75	2,800.00
4430-17-000	Contract-Elevator Maintenance	0.00	258.37	258.37	620.00	3,100.00	2,480.00	3,100.00

BRIDGEPORT BUILDING								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4430-18-000	Contract-Alarm Monitoring	23.00	29.13	6.13	276.00	350.00	74.00	350.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	166.63	166.63	375.00	2,000.00	1,625.00	2,000.00
4430-99-000	Contract Costs-Other	0.00	166.63	166.63	1,593.18	2,000.00	406.82	2,000.00
4439-00-000	Total Contract Costs	23.00	1,095.76	1,072.76	5,195.72	13,150.00	7,954.28	13,150.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	23.00	1,262.39	1,239.39	5,195.72	15,150.00	9,954.28	15,150.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,228.51	2,328.25	99.74	28,416.29	27,939.00	-477.29	27,939.00
4899-00-000	TOTAL FINANCING EXPENSES	2,228.51	2,328.25	99.74	28,416.29	27,939.00	-477.29	27,939.00
8000-00-000	TOTAL EXPENSES	2,045.33	3,937.38	1,892.05	34,799.09	47,249.00	12,449.91	47,249.00
9000-00-000	NET INCOME	16,443.88	15,116.50	1,327.38	193,416.98	181,398.00	12,018.98	181,398.00

LINEWEAVER ANNEX APARTMENTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,169.00	20,333.37	-1,164.37	235,428.27	244,000.00	-8,571.73	244,000.00
3112-06-000	PBV HAP Subsidy	36,501.00	37,749.63	-1,248.63	450,924.00	452,996.00	-2,072.00	452,996.00
3119-00-000	Total Rental Income	55,670.00	58,083.00	-2,413.00	686,352.27	696,996.00	-10,643.73	696,996.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	715.00	333.37	381.63	4,988.15	4,000.00	988.15	4,000.00
3120-02-000	Cleaning Fee	0.00	0.00	0.00	-4,519.52	0.00	-4,519.52	0.00
3120-03-000	Damages	195.00	541.63	-346.63	19,544.93	6,500.00	13,044.93	6,500.00
3120-04-000	Late Charges	110.00	83.37	26.63	1,861.00	1,000.00	861.00	1,000.00
3120-08-000	Workorders/Maint Charges	0.00	41.63	-41.63	1,925.00	500.00	1,425.00	500.00
3120-11-000	Collection Loss-Tenants	0.00	0.00	0.00	-150.00	0.00	-150.00	0.00
3129-00-000	Total Other Tenant Income	1,020.00	1,000.00	20.00	23,649.56	12,000.00	11,649.56	12,000.00
3199-00-000	TOTAL TENANT INCOME	56,690.00	59,083.00	-2,393.00	710,001.83	708,996.00	1,005.83	708,996.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	289.92	0.00	289.92	3,267.66	0.00	3,267.66	0.00
3699-00-000	TOTAL OTHER INCOME	289.92	0.00	289.92	3,267.66	0.00	3,267.66	0.00
3999-00-000	TOTAL INCOME	56,979.92	59,083.00	-2,103.08	713,269.49	708,996.00	4,273.49	708,996.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	5,632.54	5,491.25	-141.29	61,262.90	65,895.00	4,632.10	65,895.00
4110-04-000	Employee Benefit Contribution-Admin	1,928.44	1,867.50	-60.94	20,063.88	22,410.00	2,346.12	22,410.00
4110-99-000	Total Administrative Salaries	7,560.98	7,358.75	-202.23	81,326.78	88,305.00	6,978.22	88,305.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	-128.00	66.63	194.63	128.00	800.00	672.00	800.00
4130-02-000	Criminal Background Checks	0.00	16.63	16.63	21.00	200.00	179.00	200.00
4130-04-000	General Legal Expense	1,651.54	416.63	-1,234.91	2,227.04	5,000.00	2,772.96	5,000.00
4131-00-000	Total Legal Expense	1,523.54	499.89	-1,023.65	2,376.04	6,000.00	3,623.96	6,000.00
4140-00-000	Staff Training	0.00	83.37	83.37	119.00	1,000.00	881.00	1,000.00
4150-00-000	Travel	0.00	83.37	83.37	20.00	1,000.00	980.00	1,000.00
4171-00-000	Auditing Fees	0.00	166.63	166.63	2,000.00	2,000.00	0.00	2,000.00

LINEWEAVER ANNEX APARTMENTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4189-00-000	Total Other Admin Expenses	0.00	250.00	250.00	2,020.00	3,000.00	980.00	3,000.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	16.63	16.63	0.00	200.00	200.00	200.00
4190-03-000	Advertising	0.00	25.00	25.00	218.41	300.00	81.59	300.00
4190-04-000	Office Supplies	0.00	10.00	10.00	112.58	120.00	7.42	120.00
4190-06-000	Compliance	0.00	16.63	16.63	180.00	200.00	20.00	200.00
4190-07-000	Telephone & Internet	-31.68	250.00	281.68	2,931.31	3,000.00	68.69	3,000.00
4190-08-000	Postage	16.20	50.00	33.80	543.05	600.00	56.95	600.00
4190-10-000	Copiers	221.99	83.37	-138.62	827.91	1,000.00	172.09	1,000.00
4190-12-000	Software	0.00	391.63	391.63	4,619.38	4,700.00	80.62	4,700.00
4190-13-000	IT/Website Maintenance	156.02	173.37	17.35	1,967.63	2,080.00	112.37	2,080.00
4190-18-000	Small Office Equipment	0.00	41.63	41.63	75.00	500.00	425.00	500.00
4190-22-000	Other Misc Admin Expenses	0.00	91.63	91.63	230.64	1,100.00	869.36	1,100.00
4191-00-000	Total Miscellaneous Admin Expenses	362.53	1,149.89	787.36	11,705.91	13,800.00	2,094.09	13,800.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	9,447.05	9,341.90	-105.15	97,547.73	112,105.00	14,557.27	112,105.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	3,385.60	1,833.37	-1,552.23	22,401.54	22,000.00	-401.54	22,000.00
4240-20-300	Tenant Services-Other Direct Costs	26.50	0.00	-26.50	26.50	0.00	-26.50	0.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	3,412.10	1,833.37	-1,578.73	22,428.04	22,000.00	-428.04	22,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	844.77	833.37	-11.40	11,844.89	10,000.00	-1,844.89	10,000.00
4320-00-000	Electricity	5,566.42	5,833.37	266.95	67,242.49	70,000.00	2,757.51	70,000.00
4390-00-000	Sewer & Trash	1,775.40	2,083.37	307.97	24,142.26	25,000.00	857.74	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	8,186.59	8,750.11	563.52	103,229.64	105,000.00	1,770.36	105,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	6,638.52	5,036.13	-1,602.39	62,531.10	60,434.00	-2,097.10	60,434.00
4410-05-000	Employee Benefit Contribution-Maint.	1,607.80	1,833.37	225.57	17,551.26	22,000.00	4,448.74	22,000.00
4419-00-000	Total General Maint Expense	8,246.32	6,869.50	-1,376.82	80,082.36	82,434.00	2,351.64	82,434.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	66.63	66.63	736.39	800.00	63.61	800.00
4420-02-000	Supplies-Appliance	0.00	83.37	83.37	914.79	1,000.00	85.21	1,000.00
4420-03-000	Supplies-Unit Turnover	2,084.95	615.00	-1,469.95	7,367.70	7,380.00	12.30	7,380.00
4420-04-000	Supplies-Electrical	22.10	158.37	136.27	1,874.67	1,900.00	25.33	1,900.00
4420-05-000	Supplies-Fuel & Parts	0.00	83.37	83.37	754.39	1,000.00	245.61	1,000.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	83.37	83.37	698.61	1,000.00	301.39	1,000.00
4420-07-000	Supplies-Maint/Repairs	689.75	383.37	-306.38	4,586.46	4,600.00	13.54	4,600.00
4420-08-000	Supplies-Plumbing	474.05	418.37	-55.68	5,015.68	5,020.00	4.32	5,020.00
4420-09-000	Tools and Equipment	0.00	50.00	50.00	590.00	600.00	10.00	600.00
4420-11-000	Supplies-HVAC	0.00	41.63	41.63	77.80	500.00	422.20	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	12.50	12.50	0.00	150.00	150.00	150.00

LINEWEAVER ANNEX APARTMENTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4429-00-000	Total Materials	3,270.85	1,995.98	-1,274.87	22,616.49	23,950.00	1,333.51	23,950.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	635.01	525.00	-110.01	6,260.62	6,300.00	39.38	6,300.00
4430-04-000	Contract-Snow Removal	0.00	83.37	83.37	575.00	1,000.00	425.00	1,000.00
4430-05-000	Contract-Unit Turnover	0.00	1,166.63	1,166.63	11,862.35	14,000.00	2,137.65	14,000.00
4430-06-000	Contract-Electrical	0.00	97.12	97.12	202.50	1,165.00	962.50	1,165.00
4430-07-000	Contract-Pest Control	81.83	587.50	505.67	7,044.48	7,050.00	5.52	7,050.00
4430-08-000	Contract-Floor Covering	0.00	83.37	83.37	997.67	1,000.00	2.33	1,000.00
4430-10-000	Contract-Janitorial/Cleaning	197.43	229.13	31.70	2,721.44	2,750.00	28.56	2,750.00
4430-11-000	Contract-Plumbing	0.00	150.00	150.00	1,585.00	1,800.00	215.00	1,800.00
4430-12-000	Contract-Inspections	500.00	608.37	108.37	7,300.00	7,300.00	0.00	7,300.00
4430-13-000	Contract-HVAC	0.00	333.37	333.37	2,850.00	4,000.00	1,150.00	4,000.00
4430-15-000	Contract-Video Surveillance	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4430-17-000	Contract-Elevator Maintenance	160.00	1,008.37	848.37	12,054.60	12,100.00	45.40	12,100.00
4430-18-000	Contract-Alarm Monitoring	15.00	52.12	37.12	613.75	625.00	11.25	625.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	100.00	100.00	975.00	1,200.00	225.00	1,200.00
4430-99-000	Contract Costs-Other	398.38	59.13	-339.25	707.13	710.00	2.87	710.00
4439-00-000	Total Contract Costs	1,987.65	5,125.11	3,137.46	55,749.54	61,500.00	5,750.46	61,500.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	13,504.82	13,990.59	485.77	158,448.39	167,884.00	9,435.61	167,884.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	229.01	175.00	-54.01	2,091.85	2,100.00	8.15	2,100.00
4510-10-000	Property Insurance	411.75	371.25	-40.50	4,454.29	4,455.00	0.71	4,455.00
4510-20-000	Liability Insurance	222.95	197.87	-25.08	2,353.59	2,374.00	20.41	2,374.00
4510-30-000	Workmen's Compensation	132.82	130.88	-1.94	1,532.27	1,571.00	38.73	1,571.00
4570-00-000	Bad Debt-Tenant Rents	0.00	833.37	833.37	17,104.67	10,000.00	-7,104.67	10,000.00
4599-00-000	TOTAL GENERAL EXPENSES	996.53	1,708.37	711.84	27,536.67	20,500.00	-7,036.67	20,500.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,341.06	2,517.25	176.19	30,499.69	30,207.00	-292.69	30,207.00
4899-00-000	TOTAL FINANCING EXPENSES	2,341.06	2,517.25	176.19	30,499.69	30,207.00	-292.69	30,207.00
8000-00-000	TOTAL EXPENSES	37,888.15	38,141.59	253.44	439,690.16	457,696.00	18,005.84	457,696.00
9000-00-000	NET INCOME	19,091.77	20,941.41	-1,849.64	273,579.33	251,300.00	22,279.33	251,300.00

COMMUNITY GRANTS								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3400-00-000	GRANT INCOME							
3410-50-100	VA Homelessness Solutions Program	0.00	4,949.25	-4,949.25	59,391.00	59,391.00	0.00	59,391.00
3410-60-200	Homelessness Assistance Grant (HMIS/SNAP)	13,548.41	9,051.40	4,497.01	108,035.20	108,616.80	-581.60	108,616.80
3410-61-200	COC Planning Grant	12,231.62	4,702.86	7,528.76	56,434.76	56,434.76	0.00	56,434.76
3499-00-000	TOTAL GRANT INCOME	25,780.03	18,703.51	7,076.52	223,860.96	224,442.56	-581.60	224,442.56
3999-00-000	TOTAL INCOME	25,780.03	18,703.51	7,076.52	223,860.96	224,442.56	-581.60	224,442.56
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-50-100	Salary-VA Homelessness Solutions Program(VHSP)	2,055.08	2,935.14	880.06	35,221.68	35,221.68	0.00	35,221.68
4110-50-101	Adm Benefits-VA Homelessness Solutions Program	343.17	946.28	603.11	11,354.81	11,354.81	0.00	11,354.81
4110-60-200	Salary-Homelessness Assistance Grant(HMIS)	6,005.73	4,595.50	-1,410.23	55,145.56	55,145.56	0.00	55,145.56
4110-60-201	Adm Benefits-Homelessness Assistance Grant(HMI	1,740.84	1,536.56	-204.28	18,438.61	18,438.61	0.00	18,438.61
4110-61-200	Salary-COC Planning Grant	4,869.22	3,900.69	-968.53	46,808.72	46,808.72	0.00	46,808.72
4110-61-201	Adm Benefits-COC Planning	1,642.78	802.17	-840.61	9,626.04	9,626.04	0.00	9,626.04
4110-99-000	Total Administrative Salaries	16,656.82	14,716.34	-1,940.48	176,595.42	176,595.42	0.00	176,595.42
4140-50-100	Staff Training-VHSP	0.00	20.87	20.87	250.00	250.00	0.00	250.00
4189-00-000	Total Other Admin Expenses	0.00	20.87	20.87	250.00	250.00	0.00	250.00
4190-00-000	Miscellaneous Admin Expenses							
4190-50-100	Other Expenses-VHSP	0.00	117.20	117.20	1,406.84	1,406.84	0.00	1,406.84
4190-60-200	Equipment (HMIS/SNAP)	0.00	437.49	437.49	5,250.10	5,250.10	0.00	5,250.10
4190-60-201	Software (HMIS/SNAP)	0.00	1,943.22	1,943.22	23,318.75	23,318.75	0.00	23,318.75
4190-60-202	Services (HMIS/SNAP)	40.00	538.63	498.63	6,463.78	6,463.78	0.00	6,463.78
4191-00-000	Total Miscellaneous Admin Expenses	40.00	3,036.54	2,996.54	36,439.47	36,439.47	0.00	36,439.47
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	16,696.82	17,773.75	1,076.93	213,284.89	213,284.89	0.00	213,284.89
8000-00-000	TOTAL EXPENSES	16,696.82	17,773.75	1,076.93	213,284.89	213,284.89	0.00	213,284.89
9000-00-000	NET INCOME	9,083.21	929.76	8,153.45	10,576.07	11,157.67	-581.60	11,157.67

COMMERCE VILLAGE II Statement of Revenues, Expenditures, and Changes in Fund Net Position December 2025					
		YTD Actual-Dec	YTD Budget-Dec	Variance	Semi-Annual
2999-99-999	Revenue & Expenses				
3000-00-000	INCOME				
3100-00-000	TENANT INCOME				
3101-00-000	Rental Income				
3111-00-000	Tenant Rent	2,032.00	6,521.50	-4,489.50	39,129.00
3112-06-000	PBV HAP Subsidy	4,522.00	9,782.50	-5,260.50	58,695.00
3119-00-000	Total Rental Income	6,554.00	16,304.00	-9,750.00	97,824.00
3120-00-000	Other Tenant Income				
3120-01-000	Laundry and Vending	0.00	75.00	-300.69	450.00
3120-03-000	Damages	0.00	83.33	7,270.00	500.00
3120-04-000	Late Charges	0.00	16.67	226.00	100.00
3120-08-000	Workorders/Maint Charges	0.00	33.33	-527.00	200.00
3120-11-000	Collection Loss-Tenants	0.00	100.00	-433.00	600.00
3129-00-000	Total Other Tenant Income	0.00	308.33	6,235.31	1,850.00
3199-00-000	TOTAL TENANT INCOME	6,554.00	16,612.33	-3,514.69	99,674.00
3600-00-000	OTHER INCOME				
3610-00-000	Investment Income - Unrestricted	0.00	0.00	93.28	0.00
3611-00-000	Investment Income - Restricted	0.14	83.33	0.14	500.00
3650-00-000	Miscellaneous Other Income	872.00	0.00	922.00	0.00
3699-00-000	TOTAL OTHER INCOME	872.14	83.33	1,015.42	500.00
3999-00-000	TOTAL INCOME	7,426.14	16,695.67	-2,499.27	100,174.00
4000-00-000	EXPENSES				
4100-00-000	ADMINISTRATIVE EXPENSES				
4100-99-000	Administrative Salaries				
4110-00-000	Administrative Salaries	0.00	2,500.00	525.07	15,000.00
4110-04-000	Employee Benefit Contribution-Admin	0.00	875.00	973.43	5,250.00
4110-99-000	Total Administrative Salaries	0.00	3,375.00	1,498.50	20,250.00
4130-00-000	Legal Expense				
4130-04-000	General Legal Expense	0.00	333.33	338.58	2,000.00
4131-00-000	Total Legal Expense	0.00	333.33	338.58	2,000.00
4140-00-000	Staff Training	0.00	166.67	-144.00	1,000.00
4150-00-000	Travel	0.00	166.67	-22.33	1,000.00
4173-00-000	Management Fee	0.00	666.67	-1,467.65	4,000.00
4189-00-000	Total Other Admin Expenses	0.00	1,000.00	-1,633.98	6,000.00
4190-00-000	Miscellaneous Admin Expenses				
4190-04-000	Office Supplies	44.11	83.33	549.79	500.00
4190-06-000	Compliance	0.00	83.33	100.00	500.00
4190-07-000	Telephone & Internet	0.00	150.00	649.37	900.00
4190-08-000	Postage	0.00	41.67	170.67	250.00
4190-10-000	Copiers	0.00	166.67	480.67	1,000.00
4190-12-000	Software	0.00	333.33	269.45	2,000.00
4190-13-000	IT/Website Maintenance	0.00	83.33	94.32	500.00
4190-21-000	HCC Fees	0.00	333.33	608.82	2,000.00
4190-22-000	Other Misc Admin Expenses	0.00	0.00	278.64	0.00
4191-00-000	Total Miscellaneous Admin Expenses	44.11	1,275.00	3,201.73	7,650.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	44.11	5,983.33	3,404.83	35,900.00

COMMERCE VILLAGE II					
Statement of Revenues, Expenditures, and Changes in Fund Net Position					
December 2025					
		YTD Actual-Dec	YTD Budget-Dec	Variance	Semi-Annual
4300-00-000	UTILITY EXPENSES				
4310-00-000	Water	0.00	200.00	-913.14	1,200.00
4320-00-000	Electricity	0.00	1,000.00	-1,408.88	6,000.00
4330-00-000	Gas	0.00	166.67	82.42	1,000.00
4390-00-000	Sewer & Trash	0.00	466.67	222.59	2,800.00
4399-00-000	TOTAL UTILITY EXPENSES	0.00	1,833.33	-2,017.01	11,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES				
4400-99-000	General Maint Expense				
4410-00-000	Maintenance Salaries	0.00	666.67	-204.86	4,000.00
4410-05-000	Employee Benefit Contribution-Maint.	0.00	233.33	2,189.76	1,400.00
4419-00-000	Total General Maint Expense	0.00	900.00	1,984.90	5,400.00
4420-00-000	Materials				
4420-01-000	Supplies-Grounds	0.00	33.33	97.31	200.00
4420-02-000	Supplies-Appliance	0.00	33.33	73.45	200.00
4420-03-000	Supplies-Unit Turnover	0.00	50.00	574.22	300.00
4420-04-000	Supplies-Electrical	0.00	83.33	48.39	500.00
4420-05-000	Supplies-Fuel & Parts	0.00	50.00	2.21	300.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	83.33	475.66	500.00
4420-07-000	Supplies-Maint/Repairs	0.00	166.67	158.19	1,000.00
4420-08-000	Supplies-Plumbing	0.00	50.00	518.59	300.00
4420-10-000	Maintenance Paper/Supplies	0.00	50.00	100.00	300.00
4420-11-000	Supplies-HVAC	0.00	83.33	1,672.75	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	83.33	500.00	500.00
4429-00-000	Total Materials	0.00	766.67	4,220.77	4,600.00
4430-00-000	Contract Costs				
4430-03-000	Contract-Trash Collection	0.00	166.67	-1,899.99	1,000.00
4430-04-000	Contract-Snow Removal	0.00	50.00	55.00	300.00
4430-05-000	Contract-Unit Turnover	0.00	83.33	-928.37	500.00
4430-06-000	Contract-Electrical	0.00	83.33	-426.20	500.00
4430-07-000	Contract-Pest Control	0.00	125.00	-426.20	750.00
4430-10-000	Contract-Janitorial/Cleaning	0.00	83.33	-539.10	500.00
4430-12-000	Contract-Inspections	0.00	83.33	-260.00	500.00
4430-13-000	Contract-HVAC	0.00	125.00	179.25	750.00
4430-15-000	Contract-Video Surveillance	0.00	83.33	330.00	500.00
4430-18-000	Contract-Alarm Monitoring	0.00	83.33	-941.91	500.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	83.33	75.00	500.00
4430-99-000	Contract Costs-Other	0.00	83.33	-168.50	500.00
4439-00-000	Total Contract Costs	0.00	1,133.33	-4,951.02	6,800.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL	0.00	2,800.00	1,254.65	16,800.00
4500-00-000	GENERAL EXPENSES				
4510-00-000	Insurance-Other	0.00	33.33	43.04	200.00
4510-10-000	Property Insurance	0.00	500.00	683.57	3,000.00
4510-20-000	Liability Insurance	0.00	300.00	692.92	1,800.00
4510-30-000	Workmen's Compensation	0.00	66.67	64.53	400.00
4521-00-000	Misc. Taxes/Licenses/Insurance	0.00	0.00	539.88	0.00
4570-00-000	Bad Debt-Tenant Rents	0.00	0.00	2,500.00	0.00
4599-00-000	TOTAL GENERAL EXPENSES	0.00	900.00	4,523.94	5,400.00
4800-00-000	FINANCING EXPENSE				

COMMERCE VILLAGE II					
Statement of Revenues, Expenditures, and Changes in Fund Net Position					
December 2025					
		YTD Actual-Dec	YTD Budget-Dec	Variance	Semi-Annual
4851-00-000	Interest Expense-Loan 1	0.00	666.67	0.00	4,000.00
4899-00-000	TOTAL FINANCING EXPENSES	0.00	666.67	0.00	4,000.00
8000-00-000	TOTAL EXPENSES	44.11	12,183.33	7,166.41	73,100.00
9000-00-000	NET INCOME	7,382.03	4,512.33	-9,665.68	27,074.00

HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MS5 and FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - December 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3400-00-000	GRANT INCOME							
3410-01-000	Section 8 HAP Earned	710,785.00	591,992.88	118,792.12	8,373,914.00	7,103,915.00	1,269,999.00	7,103,915.00
3410-02-000	Section 8 Admin. Fee Income	58,166.00	52,501.88	5,664.12	690,724.00	630,023.00	60,701.00	630,023.00
3410-03-000	Section 8 FSS Grant Income	12,539.45	11,466.00	1,073.45	137,592.00	137,592.00	0.00	137,592.00
3410-04-000	Port-In Admin Fees Earned	-776.57	100.00	-876.57	3,603.69	1,200.00	2,403.69	1,200.00
3410-06-000	Port In HAP Earned	11,830.00	2,500.00	9,330.00	88,776.00	30,000.00	58,776.00	30,000.00
3499-00-000	TOTAL GRANT INCOME	792,543.88	658,560.76	133,983.12	9,294,609.69	7,902,730.00	1,391,879.69	7,902,730.00
3600-00-000	OTHER INCOME							
3640-00-000	Fraud Recovery-HAP	349.09	958.37	-609.28	9,581.85	11,500.00	-1,918.15	11,500.00
3640-01-000	Fraud Recovery-ADM	349.08	958.37	-609.29	9,581.83	11,500.00	-1,918.17	11,500.00
3699-00-000	TOTAL OTHER INCOME	698.17	1,916.74	-1,218.57	19,163.68	23,000.00	-3,836.32	23,000.00
3999-00-000	TOTAL INCOME	793,242.05	660,477.50	132,764.55	9,313,773.37	7,925,730.00	1,388,043.37	7,925,730.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	27,380.57	28,561.88	1,181.31	336,857.61	342,743.00	5,885.39	342,743.00
4110-04-000	Employee Benefit Contribution-Admin	11,291.79	9,609.50	-1,682.29	100,644.33	115,314.00	14,669.67	115,314.00
4110-20-400	Administrative Salaries-FSS	0.00	8,691.81	8,691.81	104,301.94	104,301.94	0.00	104,301.94
4110-21-400	Employee Benefits Contribution-FSS	0.00	2,440.82	2,440.82	29,290.06	29,290.06	0.00	29,290.06
4110-30-100	Administrative Salaries-MS5	0.00	4,675.63	4,675.63	34,521.09	56,108.00	21,586.91	56,108.00
4110-30-101	Employee Benefits Contribution-MS5	0.00	1,859.00	1,859.00	11,582.31	22,308.00	10,725.69	22,308.00
4110-99-000	Total Administrative Salaries	38,672.36	55,838.64	17,166.28	617,197.34	670,065.00	52,867.66	670,065.00
4130-00-000	Legal Expense							
4130-02-000	Criminal Background Checks	459.00	333.37	-125.63	5,613.50	4,000.00	-1,613.50	4,000.00
4131-00-000	Total Legal Expense	459.00	333.37	-125.63	5,613.50	4,000.00	-1,613.50	4,000.00
4140-00-000	Staff Training	0.00	583.37	583.37	5,889.06	7,000.00	1,110.94	7,000.00
4140-01-400	Staff Training-FSS	0.00	333.37	333.37	4,000.00	4,000.00	0.00	4,000.00
4150-00-000	Travel	0.00	916.63	916.63	10,720.93	11,000.00	279.07	11,000.00
4171-00-000	Auditing Fees	0.00	833.37	833.37	10,000.00	10,000.00	0.00	10,000.00
4172-00-000	Port Out Admin Fee Paid	161.58	166.63	5.05	2,414.00	2,000.00	-414.00	2,000.00
4189-00-000	Total Other Admin Expenses	161.58	1,916.63	1,755.05	23,134.93	23,000.00	-134.93	23,000.00

HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MS5 and FSS Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - December 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	166.63	166.63	3,744.56	2,000.00	-1,744.56	2,000.00
4190-02-000	Publications	427.20	12.50	-414.70	427.20	150.00	-277.20	150.00
4190-03-000	Advertising	0.00	41.63	41.63	414.63	500.00	85.37	500.00
4190-04-000	Office Supplies	351.20	83.37	-267.83	3,470.06	1,000.00	-2,470.06	1,000.00
4190-05-000	Fuel-Administrative	0.00	66.63	66.63	1,192.34	800.00	-392.34	800.00
4190-06-000	Compliance	675.00	750.00	75.00	10,282.00	9,000.00	-1,282.00	9,000.00
4190-07-000	Telephone & Internet	545.01	375.00	-170.01	5,504.79	4,500.00	-1,004.79	4,500.00
4190-08-000	Postage	24.80	266.63	241.83	3,186.81	3,200.00	13.19	3,200.00
4190-10-000	Copiers	118.70	125.00	6.30	1,902.95	1,500.00	-402.95	1,500.00
4190-12-000	Software	197.50	1,920.87	1,723.37	22,839.38	23,050.00	210.62	23,050.00
4190-13-000	IT/Website Maintenance	727.35	500.00	-227.35	7,427.76	6,000.00	-1,427.76	6,000.00
4190-18-000	Small Office Equipment	0.00	608.37	608.37	9,069.05	7,300.00	-1,769.05	7,300.00
4190-22-000	Other Misc Admin Expenses	2,294.76	0.00	-2,294.76	-3,071.05	0.00	3,071.05	0.00
4191-00-000	Total Miscellaneous Admin Expenses	5,361.52	4,916.63	-444.89	66,390.48	59,000.00	-7,390.48	59,000.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	44,654.46	63,922.01	19,267.55	722,225.31	767,065.00	44,839.69	767,065.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	73.69	125.00	51.31	2,163.75	1,500.00	-663.75	1,500.00
4220-02-000	Tenant FSS Goal Incentives	0.00	125.00	125.00	0.00	1,500.00	1,500.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	73.69	250.00	176.31	2,163.75	3,000.00	836.25	3,000.00
4300-00-000	UTILITY EXPENSES							
4320-00-000	Electricity	0.00	0.00	0.00	2,000.00	0.00	-2,000.00	0.00
4330-00-000	Gas	0.00	0.00	0.00	2,000.00	0.00	-2,000.00	0.00
4399-00-000	TOTAL UTILITY EXPENSES	0.00	0.00	0.00	4,000.00	0.00	-4,000.00	0.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	153.54	112.50	-41.04	1,762.34	1,350.00	-412.34	1,350.00
4510-10-000	Property Insurance	54.78	37.50	-17.28	504.46	450.00	-54.46	450.00
4510-20-000	Liability Insurance	14.01	16.63	2.62	142.15	200.00	57.85	200.00
4510-30-000	Workmen's Compensation	493.34	587.50	94.16	7,401.59	7,050.00	-351.59	7,050.00
4570-00-000	Bad Debt-Tenant Rents	-0.08	0.00	0.08	0.00	0.00	0.00	0.00
4570-01-000	Bad Debt-Other	0.66	0.00	-0.66	0.00	0.00	0.00	0.00
4599-00-000	TOTAL GENERAL EXPENSES	716.25	754.13	37.88	9,810.54	9,050.00	-760.54	9,050.00
4700-00-000	HOUSING ASSISTANCE PAYMENTS							
4715-00-000	Housing Assistance Payments	683,440.00	576,676.25	-106,763.75	8,160,150.00	6,920,115.00	-1,240,035.00	6,920,115.00
4715-01-000	Tenant Utility Payments-Voucher	5,161.00	8,458.37	3,297.37	105,316.00	101,500.00	-3,816.00	101,500.00

HOUSING CHOICE VOUCHER PROGRAM (incl. MTW, MS5 and FSS Grant)								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4715-02-000	Port Out HAP Payments	3,437.00	2,083.37	-1,353.63	50,882.00	25,000.00	-25,882.00	25,000.00
4715-07-000	Tenant FSS Goal Incentives	2,225.00	4,166.63	1,941.63	33,475.00	50,000.00	16,525.00	50,000.00
4715-08-000	Landlord Incentives	250.00	4,166.63	3,916.63	12,659.37	50,000.00	37,340.63	50,000.00
4715-09-000	Local, Non-Traditional (LNT) Program	0.00	0.00	0.00	100,000.00	0.00	-100,000.00	0.00
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	694,513.00	595,551.25	-98,961.75	8,462,482.37	7,146,615.00	-1,315,867.37	7,146,615.00
8000-00-000	TOTAL EXPENSES	739,957.40	660,477.39	-79,480.01	9,200,681.97	7,925,730.00	-1,274,951.97	7,925,730.00
9000-00-000	NET INCOME	53,284.65	0.11	53,284.54	113,091.40	0.00	113,091.40	0.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - December 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	19,506.00	17,029.63	2,476.37	222,452.20	204,356.00	18,096.20	204,356.00
3112-00-000	50059 HAP Subsidy	24,838.00	23,394.13	1,443.87	280,730.00	280,730.00	0.00	280,730.00
3119-00-000	Total Rental Income	44,344.00	40,423.76	3,920.24	503,182.20	485,086.00	18,096.20	485,086.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	715.00	416.63	298.37	4,978.16	5,000.00	-21.84	5,000.00
3120-03-000	Damages	0.00	541.63	-541.63	8,563.32	6,500.00	2,063.32	6,500.00
3120-04-000	Late Charges	115.50	83.37	32.13	1,574.50	1,000.00	574.50	1,000.00
3120-06-000	NSF Charges	0.00	0.00	0.00	9.00	0.00	9.00	0.00
3120-08-000	Workorders/Maint Charges	0.00	8.37	-8.37	65.00	100.00	-35.00	100.00
3129-00-000	Total Other Tenant Income	830.50	1,050.00	-219.50	15,189.98	12,600.00	2,589.98	12,600.00
3199-00-000	TOTAL TENANT INCOME	45,174.50	41,473.76	3,700.74	518,372.18	497,686.00	20,686.18	497,686.00
3400-00-000	GRANT INCOME							
3410-20-300	Service Coordinator Grant (SC)	28,888.26	6,526.75	22,361.51	77,841.61	78,321.00	-479.39	78,321.00
3499-00-000	TOTAL GRANT INCOME	28,888.26	6,526.75	22,361.51	77,841.61	78,321.00	-479.39	78,321.00
3999-00-000	TOTAL INCOME	74,062.76	48,000.51	26,062.25	596,213.79	576,007.00	20,206.79	576,007.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	4,243.01	3,878.13	-364.88	44,277.13	46,538.00	2,260.87	46,538.00
4110-04-000	Employee Benefit Contribution-Admin	1,645.19	1,466.13	-179.06	16,598.85	17,594.00	995.15	17,594.00
4110-99-000	Total Administrative Salaries	5,888.20	5,344.26	-543.94	60,875.98	64,132.00	3,256.02	64,132.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	-89.00	33.37	122.37	129.00	400.00	271.00	400.00
4130-02-000	Criminal Background Checks	0.00	33.37	33.37	398.50	400.00	1.50	400.00
4130-04-000	General Legal Expense	1,137.12	333.37	-803.75	10,471.34	4,000.00	-6,471.34	4,000.00
4131-00-000	Total Legal Expense	1,048.12	400.11	-648.01	10,998.84	4,800.00	-6,198.84	4,800.00
4140-00-000	Staff Training	0.00	83.37	83.37	219.00	1,000.00	781.00	1,000.00
4150-00-000	Travel	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4171-00-000	Auditing Fees	0.00	166.63	166.63	2,000.00	2,000.00	0.00	2,000.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - December 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4189-00-000	Total Other Admin Expenses	0.00	208.26	208.26	2,000.00	2,500.00	500.00	2,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-03-000	Advertising	0.00	25.00	25.00	218.41	300.00	81.59	300.00
4190-04-000	Office Supplies	0.00	25.00	25.00	272.59	300.00	27.41	300.00
4190-06-000	Compliance	0.00	4.13	4.13	46.00	50.00	4.00	50.00
4190-07-000	Telephone & Internet	303.66	316.63	12.97	3,799.17	3,800.00	0.83	3,800.00
4190-08-000	Postage	0.00	33.37	33.37	396.86	400.00	3.14	400.00
4190-10-000	Copiers	0.00	47.88	47.88	542.90	575.00	32.10	575.00
4190-12-000	Software	0.00	300.00	300.00	3,461.12	3,600.00	138.88	3,600.00
4190-13-000	IT/Website Maintenance	135.30	131.25	-4.05	1,515.21	1,575.00	59.79	1,575.00
4190-18-000	Small Office Equipment	0.00	8.37	8.37	30.09	100.00	69.91	100.00
4190-22-000	Other Misc Admin Expenses	10.00	0.00	-10.00	-3,373.88	0.00	3,373.88	0.00
4191-00-000	Total Miscellaneous Admin Expenses	448.96	891.63	442.67	6,908.47	10,700.00	3,791.53	10,700.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	7,385.28	6,927.63	-457.65	81,002.29	83,132.00	2,129.71	83,132.00
4200-00-000	TENANT SERVICES							
4210-20-300	Tenant Services-Salaries	10,279.56	4,833.37	-5,446.19	57,363.67	58,000.00	636.33	58,000.00
4211-20-300	Tenant Services-Benefits	2,483.36	1,191.63	-1,291.73	14,261.26	14,300.00	38.74	14,300.00
4220-01-000	Other Tenant Svcs.	3,385.60	1,833.37	-1,552.23	22,521.49	22,000.00	-521.49	22,000.00
4240-20-300	Tenant Services-Other Direct Costs	1,413.95	472.13	-941.82	4,495.32	5,666.00	1,170.68	5,666.00
4241-20-300	Tenant Services-Training	0.00	171.63	171.63	1,017.93	2,060.00	1,042.07	2,060.00
4242-20-300	Tenant Services-Supplies & Materials	693.98	110.13	-583.85	1,161.54	1,322.00	160.46	1,322.00
4243-20-300	Tenant Services-Travel	342.70	125.00	-217.70	342.70	1,500.00	1,157.30	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	18,599.15	8,737.26	-9,861.89	101,163.91	104,848.00	3,684.09	104,848.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	871.66	833.37	-38.29	10,665.82	10,000.00	-665.82	10,000.00
4320-00-000	Electricity	7,450.76	5,833.37	-1,617.39	82,210.86	70,000.00	-12,210.86	70,000.00
4390-00-000	Sewer & Trash	1,834.58	2,083.37	248.79	22,900.17	25,000.00	2,099.83	25,000.00
4399-00-000	TOTAL UTILITY EXPENSES	10,157.00	8,750.11	-1,406.89	115,776.85	105,000.00	-10,776.85	105,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	6,638.52	5,036.13	-1,602.39	62,627.60	60,434.00	-2,193.60	60,434.00
4410-05-000	Employee Benefit Contribution-Maint.	1,607.81	1,833.37	225.56	17,559.58	22,000.00	4,440.42	22,000.00
4419-00-000	Total General Maint Expense	8,246.33	6,869.50	-1,376.83	80,187.18	82,434.00	2,246.82	82,434.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	79.13	79.13	925.27	950.00	24.73	950.00
4420-02-000	Supplies-Appliance	0.00	58.37	58.37	673.49	700.00	26.51	700.00

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - December 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-03-000	Supplies-Unit Turnover	170.67	291.63	120.96	3,499.07	3,500.00	0.93	3,500.00
4420-04-000	Supplies-Electrical	0.00	416.63	416.63	2,064.47	5,000.00	2,935.53	5,000.00
4420-05-000	Supplies-Fuel & Parts	0.00	43.75	43.75	514.26	525.00	10.74	525.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	83.37	83.37	800.96	1,000.00	199.04	1,000.00
4420-07-000	Supplies-Maint/Repairs	0.00	445.87	445.87	3,846.84	5,350.00	1,503.16	5,350.00
4420-08-000	Supplies-Plumbing	0.00	158.37	158.37	1,876.65	1,900.00	23.35	1,900.00
4420-09-000	Tools and Equipment	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4420-10-000	Maintenance Paper/Supplies	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4420-11-000	Supplies-HVAC	0.00	41.63	41.63	87.25	500.00	412.75	500.00
4420-12-000	Supplies-Exterior Supplies	0.00	31.25	31.25	0.00	375.00	375.00	375.00
4429-00-000	Total Materials	170.67	1,733.26	1,562.59	14,288.26	20,800.00	6,511.74	20,800.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	570.24	500.00	-70.24	5,851.70	6,000.00	148.30	6,000.00
4430-04-000	Contract-Snow Removal	0.00	108.37	108.37	1,150.00	1,300.00	150.00	1,300.00
4430-05-000	Contract-Unit Turnover	0.00	260.87	260.87	1,811.32	3,130.00	1,318.68	3,130.00
4430-06-000	Contract-Electrical	0.00	166.63	166.63	1,472.92	2,000.00	527.08	2,000.00
4430-07-000	Contract-Pest Control	878.27	733.37	-144.90	5,940.51	8,800.00	2,859.49	8,800.00
4430-08-000	Contract-Floor Covering	0.00	83.37	83.37	0.00	1,000.00	1,000.00	1,000.00
4430-09-000	Contract-Grounds	0.00	50.00	50.00	0.00	600.00	600.00	600.00
4430-10-000	Contract-Janitorial/Cleaning	197.43	233.37	35.94	2,721.46	2,800.00	78.54	2,800.00
4430-11-000	Contract-Plumbing	720.00	108.37	-611.63	1,230.00	1,300.00	70.00	1,300.00
4430-13-000	Contract-HVAC	0.00	291.63	291.63	3,177.50	3,500.00	322.50	3,500.00
4430-15-000	Contract-Video Surveillance	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4430-17-000	Contract-Elevator Maintenance	0.00	1,808.37	1,808.37	21,606.64	21,700.00	93.36	21,700.00
4430-18-000	Contract-Alarm Monitoring	15.00	51.63	36.63	613.75	620.00	6.25	620.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	100.00	100.00	975.00	1,200.00	225.00	1,200.00
4430-99-000	Contract Costs-Other	332.62	87.50	-245.12	1,032.62	1,050.00	17.38	1,050.00
4439-00-000	Total Contract Costs	2,713.56	4,625.11	1,911.55	47,583.42	55,500.00	7,916.58	55,500.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	11,130.56	13,227.87	2,097.31	142,058.86	158,734.00	16,675.14	158,734.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	370.80	306.12	-64.68	3,602.66	3,673.00	70.34	3,673.00
4510-10-000	Property Insurance	418.71	433.37	14.66	4,916.50	5,200.00	283.50	5,200.00
4510-20-000	Liability Insurance	226.68	216.63	-10.05	2,598.84	2,600.00	1.16	2,600.00
4510-30-000	Workmen's Compensation	113.85	127.25	13.40	1,314.46	1,527.00	212.54	1,527.00
4570-00-000	Bad Debt-Tenant Rents	0.00	0.00	0.00	8,657.49	0.00	-8,657.49	0.00
4599-00-000	TOTAL GENERAL EXPENSES	1,130.04	1,083.37	-46.67	21,089.95	13,000.00	-8,089.95	13,000.00
4800-00-000	FINANCING EXPENSE							

JR POLLY LINEWEAVER APARTMENTS (incl. Service Coordinator Grant)
Statement of Revenues, Expenditures, and Changes in Fund Net Position

January - December 2025

		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4851-00-000	Interest Expense-Loan 1	1,747.81	2,011.62	263.81	22,522.63	24,139.00	1,616.37	24,139.00
4899-00-000	TOTAL FINANCING EXPENSES	1,747.81	2,011.62	263.81	22,522.63	24,139.00	1,616.37	24,139.00
8000-00-000	TOTAL EXPENSES	50,149.84	40,737.86	-9,411.98	483,614.49	488,853.00	5,238.51	488,853.00
9000-00-000	NET INCOME	23,912.92	7,262.65	16,650.27	112,599.30	87,154.00	25,445.30	87,154.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	47,969.00	39,700.37	8,268.63	510,356.90	476,404.00	33,952.90	476,404.00
3112-06-000	PBV HAP Subsidy	164,094.00	148,189.63	15,904.37	1,887,368.00	1,778,276.00	109,092.00	1,778,276.00
3119-00-000	Total Rental Income	212,063.00	187,890.00	24,173.00	2,397,724.90	2,254,680.00	143,044.90	2,254,680.00
3120-00-000	Other Tenant Income							
3120-03-000	Damages	2,543.00	1,666.63	876.37	26,839.43	20,000.00	6,839.43	20,000.00
3120-04-000	Late Charges	1,428.00	833.37	594.63	9,926.00	10,000.00	-74.00	10,000.00
3120-06-000	NSF Charges	0.00	8.37	-8.37	125.00	100.00	25.00	100.00
3120-07-000	Tenant Owed Utilities	80.00	125.00	-45.00	1,110.00	1,500.00	-390.00	1,500.00
3120-08-000	Workorders/Maint Charges	0.00	166.63	-166.63	0.00	2,000.00	-2,000.00	2,000.00
3120-11-000	Collection Loss-Tenants	0.00	0.00	0.00	6,711.08	0.00	6,711.08	0.00
3129-00-000	Total Other Tenant Income	4,051.00	2,800.00	1,251.00	44,711.51	33,600.00	11,111.51	33,600.00
3199-00-000	TOTAL TENANT INCOME	216,114.00	190,690.00	25,424.00	2,442,436.41	2,288,280.00	154,156.41	2,288,280.00
3600-00-000	OTHER INCOME							
3610-00-000	Investment Income - Unrestricted	400.86	166.63	234.23	1,096.94	2,000.00	-903.06	2,000.00
3699-00-000	TOTAL OTHER INCOME	400.86	166.63	234.23	1,096.94	2,000.00	-903.06	2,000.00
3999-00-000	TOTAL INCOME	216,514.86	190,856.63	25,658.23	2,443,533.35	2,290,280.00	153,253.35	2,290,280.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	47,342.71	33,344.38	-13,998.33	361,293.49	400,133.00	38,839.51	400,133.00
4110-04-000	Employee Benefit Contribution-Admin	9,953.53	11,223.13	1,269.60	103,522.91	134,678.00	31,155.09	134,678.00
4110-99-000	Total Administrative Salaries	57,296.24	44,567.51	-12,728.73	464,816.40	534,811.00	69,994.60	534,811.00
4130-00-000	Legal Expense							
4130-01-000	Unlawful Detainers/Writs	0.00	0.00	0.00	192.00	0.00	-192.00	0.00
4130-02-000	Criminal Background Checks	0.00	0.00	0.00	368.00	0.00	-368.00	0.00
4130-04-000	General Legal Expense	2,076.65	1,250.00	-826.65	16,721.98	15,000.00	-1,721.98	15,000.00
4131-00-000	Total Legal Expense	2,076.65	1,250.00	-826.65	17,281.98	15,000.00	-2,281.98	15,000.00
4140-00-000	Staff Training	2,506.00	1,000.00	-1,506.00	11,231.26	12,000.00	768.74	12,000.00
4150-00-000	Travel	300.00	1,500.00	1,200.00	18,600.40	18,000.00	-600.40	18,000.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4171-00-000	Auditing Fees	0.00	208.37	208.37	2,500.00	2,500.00	0.00	2,500.00
4189-00-000	Total Other Admin Expenses	300.00	1,708.37	1,408.37	21,100.40	20,500.00	-600.40	20,500.00
4190-00-000	Miscellaneous Admin Expenses							
4190-01-000	Membership and Fees	0.00	100.00	100.00	1,150.00	1,200.00	50.00	1,200.00
4190-02-000	Publications	0.00	8.37	8.37	71.36	100.00	28.64	100.00
4190-04-000	Office Supplies	627.64	275.00	-352.64	4,867.52	3,300.00	-1,567.52	3,300.00
4190-06-000	Compliance	495.00	50.00	-445.00	2,890.00	600.00	-2,290.00	600.00
4190-07-000	Telephone & Internet	1,436.04	400.00	-1,036.04	6,441.57	4,800.00	-1,641.57	4,800.00
4190-08-000	Postage	0.00	250.00	250.00	3,000.00	3,000.00	0.00	3,000.00
4190-10-000	Copiers	118.71	183.37	64.66	2,293.81	2,200.00	-93.81	2,200.00
4190-12-000	Software	230.00	1,975.00	1,745.00	24,315.32	23,700.00	-615.32	23,700.00
4190-13-000	IT/Website Maintenance	830.87	475.00	-355.87	7,073.25	5,700.00	-1,373.25	5,700.00
4190-18-000	Small Office Equipment	0.00	850.00	850.00	10,402.30	10,200.00	-202.30	10,200.00
4190-22-000	Other Misc Admin Expenses	0.00	25.00	25.00	-2,183.62	300.00	2,483.62	300.00
4191-00-000	Total Miscellaneous Admin Expenses	3,738.26	4,591.74	853.48	60,321.51	55,100.00	-5,221.51	55,100.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	65,917.15	53,117.62	-12,799.53	574,751.55	637,411.00	62,659.45	637,411.00
4200-00-000	TENANT SERVICES							
4220-01-000	Other Tenant Svcs.	21.39	250.00	228.61	1,958.12	3,000.00	1,041.88	3,000.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	21.39	250.00	228.61	1,958.12	3,000.00	1,041.88	3,000.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	2,958.33	2,666.63	-291.70	37,323.92	32,000.00	-5,323.92	32,000.00
4320-00-000	Electricity	499.94	833.37	333.43	11,186.65	10,000.00	-1,186.65	10,000.00
4330-00-000	Gas	400.41	166.63	-233.78	1,090.39	2,000.00	909.61	2,000.00
4390-00-000	Sewer & Trash	1,965.74	3,333.37	1,367.63	31,397.07	40,000.00	8,602.93	40,000.00
4399-00-000	TOTAL UTILITY EXPENSES	5,824.42	7,000.00	1,175.58	80,998.03	84,000.00	3,001.97	84,000.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	22,669.65	20,903.88	-1,765.77	225,823.28	250,847.00	25,023.72	250,847.00
4410-05-000	Employee Benefit Contribution-Maint.	5,442.87	7,267.62	1,824.75	60,158.84	87,211.00	27,052.16	87,211.00
4419-00-000	Total General Maint Expense	28,112.52	28,171.50	58.98	285,982.12	338,058.00	52,075.88	338,058.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	541.63	375.00	-166.63	4,405.54	4,500.00	94.46	4,500.00
4420-02-000	Supplies-Appliance	0.00	195.87	195.87	2,301.03	2,350.00	48.97	2,350.00
4420-03-000	Supplies-Unit Turnover	596.29	1,733.37	1,137.08	20,775.02	20,800.00	24.98	20,800.00
4420-04-000	Supplies-Electrical	0.00	250.00	250.00	2,893.98	3,000.00	106.02	3,000.00
4420-05-000	Supplies-Fuel & Parts	8.09	208.37	200.28	2,478.80	2,500.00	21.20	2,500.00
4420-06-000	Supplies-Janitorial/Cleaning	229.26	316.63	87.37	3,798.69	3,800.00	1.31	3,800.00

FRANKLIN HEIGHTS LLC								
Statement of Revenues, Expenditures, and Changes in Fund Net Position								
January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-07-000	Supplies-Maint/Repairs	1,280.15	1,000.00	-280.15	11,835.89	12,000.00	164.11	12,000.00
4420-08-000	Supplies-Plumbing	0.00	725.00	725.00	8,672.36	8,700.00	27.64	8,700.00
4420-09-000	Tools and Equipment	122.55	262.50	139.95	3,111.14	3,150.00	38.86	3,150.00
4420-11-000	Supplies-HVAC	0.00	416.63	416.63	136.87	5,000.00	4,863.13	5,000.00
4429-00-000	Total Materials	2,777.97	5,483.37	2,705.40	60,409.32	65,800.00	5,390.68	65,800.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	384.35	333.37	-50.98	4,175.94	4,000.00	-175.94	4,000.00
4430-04-000	Contract-Snow Removal	0.00	116.63	116.63	1,310.00	1,400.00	90.00	1,400.00
4430-05-000	Contract-Unit Turnover	5,677.00	125.00	-5,552.00	16,652.60	1,500.00	-15,152.60	1,500.00
4430-06-000	Contract-Electrical	0.00	133.37	133.37	1,570.00	1,600.00	30.00	1,600.00
4430-07-000	Contract-Pest Control	3,160.10	583.37	-2,576.73	9,819.94	7,000.00	-2,819.94	7,000.00
4430-08-000	Contract-Floor Covering	0.00	41.63	41.63	466.20	500.00	33.80	500.00
4430-09-000	Contract-Grounds	13,000.00	1,750.00	-11,250.00	33,625.00	21,000.00	-12,625.00	21,000.00
4430-10-000	Contract-Janitorial/Cleaning	429.29	416.63	-12.66	4,743.92	5,000.00	256.08	5,000.00
4430-11-000	Contract-Plumbing	6,680.13	266.63	-6,413.50	8,821.13	3,200.00	-5,621.13	3,200.00
4430-12-000	Contract-Inspections	4,195.00	666.63	-3,528.37	11,715.00	8,000.00	-3,715.00	8,000.00
4430-13-000	Contract-HVAC	0.00	1,058.37	1,058.37	12,186.03	12,700.00	513.97	12,700.00
4430-14-000	Contract-Vehicle Maintenance	0.00	50.00	50.00	6,672.68	600.00	-6,072.68	600.00
4430-15-000	Contract-Video Surveillance	105,000.00	10,000.00	-95,000.00	210,000.00	120,000.00	-90,000.00	120,000.00
4430-18-000	Contract-Alarm Monitoring	0.00	25.00	25.00	299.40	300.00	0.60	300.00
4430-99-000	Contract Costs-Other	13.00	16.63	3.63	200.00	200.00	0.00	200.00
4439-00-000	Total Contract Costs	138,538.87	15,583.26	-122,955.61	322,257.84	187,000.00	-135,257.84	187,000.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	169,429.36	49,238.13	-120,191.23	668,649.28	590,858.00	-77,791.28	590,858.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	209.86	183.37	-26.49	2,182.12	2,200.00	17.88	2,200.00
4510-10-000	Property Insurance	1,390.16	1,320.87	-69.29	15,818.58	15,850.00	31.42	15,850.00
4510-20-000	Liability Insurance	739.75	650.00	-89.75	7,779.39	7,800.00	20.61	7,800.00
4510-30-000	Workmen's Compensation	702.06	637.50	-64.56	8,583.09	7,650.00	-933.09	7,650.00
4521-00-000	Misc. Taxes/Licenses/Insurance	0.00	2,666.63	2,666.63	34,538.59	32,000.00	-2,538.59	32,000.00
4570-00-000	Bad Debt-Tenant Rents	0.00	2,083.37	2,083.37	27,052.49	25,000.00	-2,052.49	25,000.00
4599-00-000	TOTAL GENERAL EXPENSES	3,041.83	7,541.74	4,499.91	95,954.26	90,500.00	-5,454.26	90,500.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	2,853.94	14,346.37	11,492.43	178,317.80	172,156.00	-6,161.80	172,156.00
4899-00-000	TOTAL FINANCING EXPENSES	2,853.94	14,346.37	11,492.43	178,317.80	172,156.00	-6,161.80	172,156.00
8000-00-000	TOTAL EXPENSES	247,088.09	131,493.86	-115,594.23	1,600,629.04	1,577,925.00	-22,704.04	1,577,925.00
9000-00-000	NET INCOME	-30,573.23	59,362.77	-89,936.00	842,904.31	712,355.00	130,549.31	712,355.00

COMMERCE VILLAGE LLC Statement of Revenues, Expenditures, and Changes in Fund Net Position January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
2999-99-999	Revenue & Expenses							
3000-00-000	INCOME							
3100-00-000	TENANT INCOME							
3101-00-000	Rental Income							
3111-00-000	Tenant Rent	9,139.00	9,589.50	-450.50	107,912.00	115,074.00	-7,162.00	115,074.00
3112-06-000	PBV HAP Subsidy	13,376.00	12,250.00	1,126.00	146,445.00	147,000.00	-555.00	147,000.00
3119-00-000	Total Rental Income	22,515.00	21,839.50	675.50	254,357.00	262,074.00	-7,717.00	262,074.00
3120-00-000	Other Tenant Income							
3120-01-000	Laundry and Vending	158.25	150.00	8.25	1,499.31	1,800.00	-300.69	1,800.00
3120-03-000	Damages	4,885.00	208.37	4,676.63	9,770.00	2,500.00	7,270.00	2,500.00
3120-04-000	Late Charges	0.00	41.63	-41.63	726.00	500.00	226.00	500.00
3120-08-000	Workorders/Maint Charges	30.00	100.00	-70.00	673.00	1,200.00	-527.00	1,200.00
3120-11-000	Collection Loss-Tenants	1,058.00	0.00	1,058.00	-433.00	0.00	-433.00	0.00
3129-00-000	Total Other Tenant Income	6,131.25	500.00	5,631.25	12,235.31	6,000.00	6,235.31	6,000.00
3199-00-000	TOTAL TENANT INCOME	28,646.25	22,339.50	6,306.75	266,592.31	268,074.00	-1,481.69	268,074.00
3600-00-000	OTHER INCOME							
3611-00-000	Investment Income - Restricted	352.34	416.63	-64.29	4,410.29	5,000.00	-589.71	5,000.00
3699-00-000	TOTAL OTHER INCOME	352.34	416.63	-64.29	4,410.29	5,000.00	-589.71	5,000.00
3999-00-000	TOTAL INCOME	28,998.59	22,756.13	6,242.46	271,002.60	273,074.00	-2,071.40	273,074.00
4000-00-000	EXPENSES							
4100-00-000	ADMINISTRATIVE EXPENSES							
4100-99-000	Administrative Salaries							
4110-00-000	Administrative Salaries	3,860.93	3,530.63	-330.30	41,842.93	42,368.00	525.07	42,368.00
4110-04-000	Employee Benefit Contribution-Admin	1,171.60	1,214.87	43.27	13,604.57	14,578.00	973.43	14,578.00
4110-99-000	Total Administrative Salaries	5,032.53	4,745.50	-287.03	55,447.50	56,946.00	1,498.50	56,946.00
4130-00-000	Legal Expense							
4130-02-000	Criminal Background Checks	0.00	4.13	4.13	38.50	50.00	11.50	50.00
4130-04-000	General Legal Expense	500.55	145.87	-354.68	1,411.42	1,750.00	338.58	1,750.00
4131-00-000	Total Legal Expense	500.55	150.00	-350.55	1,449.92	1,800.00	350.08	1,800.00
4140-00-000	Staff Training	0.00	83.37	83.37	1,144.00	1,000.00	-144.00	1,000.00
4150-00-000	Travel	717.44	100.00	-617.44	1,222.33	1,200.00	-22.33	1,200.00
4173-00-000	Management Fee	1,228.16	1,000.00	-228.16	13,467.65	12,000.00	-1,467.65	12,000.00
4189-00-000	Total Other Admin Expenses	1,945.60	1,100.00	-845.60	14,689.98	13,200.00	-1,489.98	13,200.00

COMMERCE VILLAGE LLC Statement of Revenues, Expenditures, and Changes in Fund Net Position January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4190-00-000	Miscellaneous Admin Expenses							
4190-04-000	Office Supplies	0.00	50.00	50.00	50.21	600.00	549.79	600.00
4190-06-000	Compliance	0.00	125.00	125.00	1,400.00	1,500.00	100.00	1,500.00
4190-07-000	Telephone & Internet	228.96	291.63	62.67	2,850.63	3,500.00	649.37	3,500.00
4190-08-000	Postage	97.60	41.63	-55.97	329.33	500.00	170.67	500.00
4190-10-000	Copiers	52.38	83.37	30.99	519.33	1,000.00	480.67	1,000.00
4190-12-000	Software	0.00	166.63	166.63	1,730.55	2,000.00	269.45	2,000.00
4190-13-000	IT/Website Maintenance	257.65	91.63	-166.02	1,005.68	1,100.00	94.32	1,100.00
4190-21-000	HCC Fees	0.00	666.63	666.63	7,391.18	8,000.00	608.82	8,000.00
4190-22-000	Other Misc Admin Expenses	6.00	41.63	35.63	221.36	500.00	278.64	500.00
4191-00-000	Total Miscellaneous Admin Expenses	642.59	1,558.15	915.56	15,498.27	18,700.00	3,201.73	18,700.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	8,121.27	7,637.02	-484.25	88,229.67	91,646.00	3,416.33	91,646.00
4200-00-000	TENANT SERVICES							
4210-00-000	Tenant Services Salaries	5,000.00	1,520.87	-3,479.13	20,000.00	18,250.00	-1,750.00	18,250.00
4220-01-000	Other Tenant Svcs.	2,389.00	125.00	-2,264.00	6,028.00	1,500.00	-4,528.00	1,500.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	7,389.00	1,645.87	-5,743.13	26,028.00	19,750.00	-6,278.00	19,750.00
4300-00-000	UTILITY EXPENSES							
4310-00-000	Water	494.88	358.37	-136.51	5,213.14	4,300.00	-913.14	4,300.00
4320-00-000	Electricity	1,729.03	1,666.63	-62.40	21,408.88	20,000.00	-1,408.88	20,000.00
4330-00-000	Gas	214.27	200.00	-14.27	2,317.58	2,400.00	82.42	2,400.00
4390-00-000	Sewer & Trash	903.51	916.63	13.12	10,777.41	11,000.00	222.59	11,000.00
4399-00-000	TOTAL UTILITY EXPENSES	3,341.69	3,141.63	-200.06	39,717.01	37,700.00	-2,017.01	37,700.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES							
4400-99-000	General Maint Expense							
4410-00-000	Maintenance Salaries	1,976.80	1,565.25	-411.55	18,987.86	18,783.00	-204.86	18,783.00
4410-05-000	Employee Benefit Contribution-Maint.	520.64	655.50	134.86	5,676.24	7,866.00	2,189.76	7,866.00
4419-00-000	Total General Maint Expense	2,497.44	2,220.75	-276.69	24,664.10	26,649.00	1,984.90	26,649.00
4420-00-000	Materials							
4420-01-000	Supplies-Grounds	0.00	50.00	50.00	502.69	600.00	97.31	600.00
4420-02-000	Supplies-Appliance	0.00	41.63	41.63	426.55	500.00	73.45	500.00
4420-03-000	Supplies-Unit Turnover	219.01	83.37	-135.64	425.78	1,000.00	574.22	1,000.00
4420-04-000	Supplies-Electrical	0.00	125.00	125.00	1,451.61	1,500.00	48.39	1,500.00
4420-05-000	Supplies-Fuel & Parts	0.00	16.63	16.63	197.79	200.00	2.21	200.00
4420-06-000	Supplies-Janitorial/Cleaning	0.00	50.00	50.00	124.34	600.00	475.66	600.00
4420-07-000	Supplies-Maint/Repairs	0.00	133.37	133.37	1,441.81	1,600.00	158.19	1,600.00
4420-08-000	Supplies-Plumbing	0.00	50.00	50.00	81.41	600.00	518.59	600.00

COMMERCE VILLAGE LLC Statement of Revenues, Expenditures, and Changes in Fund Net Position January - December 2025								
		PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual
4420-10-000	Maintenance Paper/Supplies	0.00	8.37	8.37	0.00	100.00	100.00	100.00
4420-11-000	Supplies-HVAC	0.00	150.00	150.00	127.25	1,800.00	1,672.75	1,800.00
4420-12-000	Supplies-Exterior Supplies	0.00	41.63	41.63	0.00	500.00	500.00	500.00
4429-00-000	Total Materials	219.01	750.00	530.99	4,779.23	9,000.00	4,220.77	9,000.00
4430-00-000	Contract Costs							
4430-03-000	Contract-Trash Collection	719.25	258.37	-460.88	4,999.99	3,100.00	-1,899.99	3,100.00
4430-04-000	Contract-Snow Removal	0.00	216.63	216.63	2,545.00	2,600.00	55.00	2,600.00
4430-05-000	Contract-Unit Turnover	0.00	0.00	0.00	928.37	0.00	-928.37	0.00
4430-07-000	Contract-Pest Control	285.58	41.63	-243.95	926.20	500.00	-426.20	500.00
4430-10-000	Contract-Janitorial/Cleaning	204.92	133.37	-71.55	2,139.10	1,600.00	-539.10	1,600.00
4430-12-000	Contract-Inspections	425.00	125.00	-300.00	1,760.00	1,500.00	-260.00	1,500.00
4430-13-000	Contract-HVAC	0.00	250.00	250.00	2,820.75	3,000.00	179.25	3,000.00
4430-15-000	Contract-Video Surveillance	0.00	41.63	41.63	170.00	500.00	330.00	500.00
4430-18-000	Contract-Alarm Monitoring	585.00	75.00	-510.00	1,841.91	900.00	-941.91	900.00
4430-19-000	Contract-Sprinkler Monitoring	0.00	125.00	125.00	1,425.00	1,500.00	75.00	1,500.00
4430-99-000	Contract Costs-Other	43.75	0.00	-43.75	168.50	0.00	-168.50	0.00
4439-00-000	Total Contract Costs	2,263.50	1,266.63	-996.87	19,724.82	15,200.00	-4,524.82	15,200.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	4,979.95	4,237.38	-742.57	49,168.15	50,849.00	1,680.85	50,849.00
4500-00-000	GENERAL EXPENSES							
4510-00-000	Insurance-Other	20.48	21.25	0.77	211.96	255.00	43.04	255.00
4510-10-000	Property Insurance	478.52	465.38	-13.14	4,901.43	5,585.00	683.57	5,585.00
4510-20-000	Liability Insurance	119.62	162.12	42.50	1,252.08	1,945.00	692.92	1,945.00
4510-30-000	Workmen's Compensation	75.90	67.88	-8.02	750.47	815.00	64.53	815.00
4521-00-000	Misc. Taxes/Licenses/Insurance	42.51	87.50	44.99	510.12	1,050.00	539.88	1,050.00
4570-00-000	Bad Debt-Tenant Rents	-3,321.00	208.37	3,529.37	0.00	2,500.00	2,500.00	2,500.00
4599-00-000	TOTAL GENERAL EXPENSES	-2,583.97	1,012.50	3,596.47	7,626.06	12,150.00	4,523.94	12,150.00
4800-00-000	FINANCING EXPENSE							
4851-00-000	Interest Expense-Loan 1	1,365.00	1,365.00	0.00	16,380.00	16,380.00	0.00	16,380.00
4899-00-000	TOTAL FINANCING EXPENSES	1,365.00	1,365.00	0.00	16,380.00	16,380.00	0.00	16,380.00
8000-00-000	TOTAL EXPENSES	22,612.94	19,039.40	-3,573.54	227,148.89	228,475.00	1,326.11	228,475.00
9000-00-000	NET INCOME	6,385.65	3,716.73	2,668.92	43,853.71	44,599.00	-745.29	44,599.00

**HARRISONBURG REDEVELOPMENT
AND
HOUSING AUTHORITY
COMMISSIONERS**

January 2026

<u>COMMISSIONER</u>	<u>ADDRESS</u>	<u>PHONE NUMBER AND EXPIRATION OF TERM</u>
Gil Colman, Chair	815 Elmwood Drive Harrisonburg VA. 22802 gil@colmanengineering.com	11/29/2029 540-246-3712
Luciano Benjamin	217 South Liberty Street #318 Harrisonburg VA 22801 lucianobenzamin2020@gmail.com	11/29/2028 540-268-0592
Amanda Morris	1007 Blue Ridge Drive Harrisonburg VA 22802 mandydmorris@gmail.com	11/29/2027 540-271-0506
Dr. Sam Nickels	340 Maryland Avenue Harrisonburg, VA 22801 samuelnickels@yahoo.com	8/24/2029 540-476-4180
Anthony Hayes	1485 Miller Spring Court Harrisonburg, VA hayes.danthony@gmail.com	02/11/2028 540-705-7101
Amanda Leech	320 Maryland Ave Harrisonburg VA 22801 amandadawnleech@gmail.com	10/13/2028 434- 466-1582
Janet E Harvey	455 Andergren Drive Harrisonburg, VA j.elaine.harvey@gmail.com	04/25/2027 540 451-1617
Michael G. Wong, Executive Director/Secretary-Treasurer (But not Commissioner)	709 Ott Street Harrisonburg, VA 22801 wongway@harrisonburgrha.com	434-7386 (W) 540-271-0060(C)



Creating community through the arts

311 South Main Street
Harrisonburg, VA 22801
540.801.8779/office
540.433.9189/theater

valleyarts.org, courtsquaretheater.org

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Arnita Taliaferro
Derek Trissel

December 23 , 2025

Mr. Michael Wong, Executive Director
Harrisonburg Redevelopment and Housing Authority
PO Box 1071
Harrisonburg, VA 22803

Dear Michael,

Please accept this letter as official notice of the December 17, 2025 vote by Arts Council of the Valley's Board of Directors to close Court Square Theater on December 31, 2025.

As previously discussed by phone, effective January 1, 2026, Harrisonburg Redevelopment and Housing Authority will resume total responsibility for the Court Square Theater facility at 41-F Court Square, Harrisonburg, Virginia.

Please let me know how we can be most helpful to you in transferring billing for utilities, CAM agreements, real estate tax responsibility, and all other building services to HRHA.

We greatly appreciate your cooperation in accommodating this change.

Sincerely,

A handwritten signature in black ink that reads "Jenny Burden".

Jenny Burden
Executive Director

Team Members

Jenny Burden
Executive Director

Ann Leatherwood
Programs Manager

Martha Hemingway
Admin Coordinator

Justin Reiter
*Court Square Theater
Managing Director*

Britney Mongold
*Court Square Theater
Operations Manager*



P.O. BOX 1071 + HARRISONBURG, VA 22803

Phone/VTDD 540-434-7386 + Fax 540-432-1113

HRHA Main Office

286 Kelley St. – Harrisonburg VA

Phone: 540-434-7386

**For Immediate Release
January 13, 2026**

Contact: Tiffany Runion
(540) 434-7386 x1224
Website: harrisonburgrha.com

WITH IMAGE: Court Square Ticket Booth

Caption: *Court Square Ticket Booth*

Our Community Comes Together to Discuss the Future of Court Square Theater

Housing Authority Announces Fundraising Update and Community Meetings to Shape the Future Direction of Court Square Theater

HARRISONBURG, VA — The Harrisonburg Redevelopment and Housing Authority (HRHA) is pleased to announce the community has raised nearly \$8,000 in funds to support the continued operations of Court Square Theater. The theater needs a minimum of \$60,000 per year to pay for operational expenses such as utilities, maintenance and upkeep, and insurance fees. Donations for Court Square Theater operations are still being accepted at <https://harrisonburgrha.com/>.

HRHA will host three community meetings in February 2026 to gather community input regarding the future direction of Court Square Theater, a longstanding and beloved arts and performance space in downtown Harrisonburg.

Meeting dates and locations are as follows:

In person meetings will be held at Court Square Theater located at 41F Court Square and Capital Ale House, 41-A Court Square Theater:

Thursday, February 5 6PM to 8PM

Saturday, February 7 2PM to 4PM

For the first 30 minutes of the in-person meetings, participants can walk through the theater and then hear an introduction and welcome message before moving to the upstairs of Capital Ale House for small group discussions.

A virtual meeting will be held on:

Monday, February 9 6PM to 8PM (attendees who sign up will receive a meeting link prior to meeting date/time)

The community meetings will be held in partnership with facilitators from JMU's Institute for Constructive Advocacy and Dialogue (ICAD), community facilitator, Eddie Bumbaugh, and staff from ACT ONE Theater Company. Space for these meetings has been generously donated by Capital Ale House. "We are excited to hear from the community regarding their thoughts on the long-term vision for Court Square Theater. The theater holds a special place in the hearts of many community members, and we hope that we can find a sustainable solution to allow the theater to operate for years to come," said Michael Wong, Executive Director of HRHA.

If you are interested in attending a community meeting, please sign up here:

<https://tinyurl.com/courtsquaretheatermeeting>

###

EQUAL HOUSING OPPORTUNITY PROVIDER

HRHA provides reasonable accommodations to persons with disabilities consistent with the Section 504 Final Rule (24 CFR Part 8) and the Fair Housing Amendments Act

COMMERCIAL LEASE AGREEMENT

THIS LEASE AGREEMENT (hereinafter "Lease"), made this 1st day of January 2026, by and between Shenandoah Housing Corporation d/b/a Harrisonburg-Redevelopment and Housing Authority, a Virginia corporation (hereinafter "LANDLORD") and Act One Theater Company, a Virginia corporation (hereinafter "TENANT") (collectively the "Parties").

WITNESSETH:

1. Premises. LANDLORD hereby leases to TENANT, subject to the conditions hereafter expressed, 3,017+/- square feet located at located at 41-F Court Square, Harrisonburg, Virginia 22801 (hereinafter "Leased Premises") and more particularly described on **Exhibit A** attached hereto.

2. Length and Commencement of Term. The term of this Lease shall be for one (1) year, beginning January 1, 2026 (hereinafter "Commencement Date"), and terminating on December 31, 2026, unless extended by mutual agreement (hereinafter "Termination Date"), and being hereinafter referred to as the "Lease Term". Either Party may terminate this Agreement with one hundred twenty days (120) written notice to the other.

3. Rent. (a) TENANT shall pay to LANDLORD rent for the Leased Premises at the sum of \$1.00 for the entire rental period (hereinafter "Rent"). The Parties agree to meet on a quarterly basis, at the end of each quarter, to reconcile all costs/expenses incurred by LANDLORD on TENANT's behalf during the Lease Term as well as net profit received by TENANT from its scheduled programming ("True Up"). The Parties agree to work in good faith toward an equitable reimbursement from TENANT to LANDLORD for actual incurred costs/expenses based on the theater's net profitability. Both Parties acknowledge and agree that this is a moving target, but hope to establish a model mutually agreeable to them to be used as a basis for a longer-term lease.

(b) LANDLORD shall pay all Condominium Association Fees and/or Common Area Maintenance (collectively "CAM") charges associated with the Leased Premises. TENANT agrees to reimburse LANDLORD, to extent it is able to do so, as part of the quarterly True Up.

4. Security Deposit. TENANT will deposit with LANDLORD the sum of \$1.00 (hereinafter "Deposit") and the Parties agree that said Deposit shall be security for the performance of TENANT's obligations hereunder. Said sum may at LANDLORD's option, be applied to satisfy any such obligation which may be in default, without excusing TENANT from performance of any such obligation. Any portion of said sum which has not been so applied by LANDLORD will be returned to TENANT at the termination of this Lease. If at any time LANDLORD shall apply all or any portion of the said Deposit to cure any default by the TENANT, the LANDLORD shall give written notice to the TENANT of the amount used, and the purpose for which it was used. TENANT shall have ten (10) days from the date of mailing of

said notice, to reimburse LANDLORD for the sums expended, so that the security Deposit balance remains at \$1.

5. Use. The TENANT shall use the Leased Premises solely for a theater and such other uses compatible and appropriate thereto, and in addition, such other uses as may be approved from time to time in writing by the LANDLORD. LANDLORD agrees not to unreasonably withhold its consent to allow additional uses of the Leased Premises. TENANT shall have the exclusive use of the Lease Premises and shall be entitled to coordinate, book, and collect ticket sales for all programming during the Lease Term.

6. Utilities. LANDLORD shall be responsible for and shall promptly pay for all charges for heat, water, sewer services or assessments, trash collection, telephone service, gas, electricity, or any other utilities or services uses that are consumed on the Leased Premises. TENANT agrees to the reimburse LANDLORD, up to a maximum out of pocket cost of \$1,000.00 per month. Utilities that are not separately metered, TENANT agrees to pay its pro-rata share, subject to the maximum out of pocket cost referenced herein.

7. Signs. TENANT may erect signs on the Leased Premises, provided that such signs shall comply with all the rules and regulations of Federal, State, or municipal authorities having jurisdiction thereof, and that such signs shall be maintained in good condition and repair.

8. Maintenance by Tenant. (a) TENANT agrees that it will, at all times during the term of this Lease and at its own cost and expense up to a maximum out of pocket cost of \$500 during the Lease Term, keep (i) the interior of the Leased Premises and the appurtenances thereto, including without limitation the heating system, air conditioning system, toilets, plumbing lines, windows, glass, electric lines, fixtures, store front and equipment, in good condition of repair, making such repairs as may be necessary from time to time, it being expressly understood that TENANT will be obligated to make all repairs (and replacements if caused by TENANT) necessary to keep the Leased Premises and the appurtenances thereto in good order and condition except only those which LANDLORD has expressly agreed to make under the provisions of this Lease, and (ii) the Leased Premises and entryways, sidewalks, driveways and delivery areas adjacent to said premises clean and free from obstruction, rubbish, and dirt. LANDLORD shall be responsible for snow and ice removal.

(b) TENANT shall store all trash, rubbish, and garbage in fully closed containers at the rear of the Leased Premises, and TENANT shall pay all costs to the removal thereof. TENANT shall not burn or otherwise dispose of any trash, rubbish, or garbage in or around the Leased Premises. TENANT shall not store, use, or dispose of any Hazardous Material (hereinafter defined) in or about the Leased Premises without LANDLORD's prior written consent. Before LANDLORD shall consider a request for consent, TENANT shall provide LANDLORD with a list of all Hazardous Materials proposed to be stored, used or disposed of on the Leased Premises, copies of all permits required for such storage, use or disposal and an additional security deposit equal to 25% of the Minimum Rent for that Lease year.

(c) LANDLORD agrees it will, at LANDLORD's expense comply with any mandatory preventive maintenance items required by insurance carriers, rating authorities, or public officials to minimize loss frequency and/or severity within the Leased Premises.

(d) TENANT agrees it will, at TENANT's expense, provide janitorial services for Leased Premises.

(e) TENANT agrees it will, at TENANT's expense, provide security for the Leased Premises.

(f) In the event there are needed repairs within the Leased Premises, LANDLORD shall have the right to make the necessary repairs within the Leased Premises and invoice the TENANT for such repairs. Payment should be made to LANDLORD within thirty (30) days of receipt.

9. Fire and Extended Coverage Insurance. LANDLORD shall keep the Leased Premises insured to the extent of its full replacement value against loss or damage by fire, with extended coverage naming LANDLORD as loss payee. LANDLORD shall pay the cost of such insurance. LANDLORD shall not insure TENANT's contents, equipment, furnishings, supplies or other personal property located at the Leased Premises. TENANT shall be responsible for insuring said personal property, or self-insuring against its loss or damage.

10. Tenant's Liability and Casualty Insurance. (a) From the date hereof until the Termination Date of the term or renewal term of this Lease, TENANT shall keep the Leased Premises insured, at its sole cost and expense, against claims for personal injury or property damage under a policy of general public liability insurance with limits of not less than \$1,000,000.00 for bodily injury or death to one person, \$1,000,000.00 for bodily injury or death to more than one person, and \$100,000.00 for TENANT's damage, including fire and legal liability, which insurance shall be so written as to protect LANDLORD, its agents, and TENANT, as its respective interests may appear. Such policies shall name LANDLORD and TENANT as the insureds. All insurance required to be maintained by TENANT shall be effected by valid and enforceable policies issued by insurers of recognized responsibility satisfactory to LANDLORD. Upon the Effective Date of this Lease, and thereafter not less than fifteen (15) days prior to the expiration dates of the expiring policies theretofore furnished pursuant to this Lease, the policies for such insurance shall be delivered by TENANT to LANDLORD. Within fifteen (15) days after the premium on each such policy or contract shall become due and payable and the amount thereof determined, such premium shall be paid by TENANT and LANDLORD shall be furnished with satisfactory evidence of such payment.

11. Indemnification. TENANT will indemnify LANDLORD and save LANDLORD harmless from and against any and all claims, actions, and related damages, liability, and expense in connection with loss of life, personal injury, and/or damage to property arising from or out of any occurrence in, upon, or at the Leased Premises, or occupancy or use by TENANT of the Leased Premises or any part thereof, or occasioned wholly or in part by any act or omission of TENANT, TENANT's agents, contractors, employees, or servants. Nothing

contained in this Article shall be construed to indemnify LANDLORD for any loss of life, personal injury and/or damage to the Leased Premises arising from or out of any occurrence occasioned by the sole act, omission, or negligence of LANDLORD, its agents, contractors, employees, or servants.

12. Hold Harmless. TENANT shall hold harmless the LANDLORD with respect to any laws, orders, regulations of federal, state, or municipal authorities, and with respect to any direction of any public officer, pursuant to law, which shall be imposed with respect to the TENANT or TENANT's uses of the Leased Premises. TENANT shall save LANDLORD harmless from penalties, fines, costs, or damages resulting from TENANT's failure to do so.

13. Taxes. LANDLORD shall pay all real estate taxes, assessments, or other governmental charges that may be levied or assessed by any lawful authority against the building or structure containing the Leased Premises and the real property on which such building is situate. TENANT shall pay all equipment, fixtures or other personal property taxes, charges or assessments relating to its personal property located on the Leased Premises.

14. Notices. All notices herein provided for to be given to LANDLORD shall be deemed to be given if and when posted in United States registered or certified mail, postage prepaid, addressed to the attention of Michael Wong and any notice herein provided for to be given to TENANT shall be deemed to be given if and when posted in United States registered or certified mail, postage prepaid, addressed to TENANT at the Leased Premises. Either party may from time to time designate a different address for receiving notices, by giving the other party notice or change of address in the manner specified above.

15. Snow and Ice Removal. LANDLORD shall be responsible and will pay for all costs for any snow and ice removal associated with the Leased Premises.

16. Covenants of Tenants. TENANT at TENANT's sole expense shall comply with all laws, orders, and regulations of Federal, State, and municipal authorities, and with any direction of any public officer, pursuant to law, which shall impose any duty upon the LANDLORD or the TENANT with respect to the Leased Premises, provided that, the foregoing shall be limited to the extent of TENANT's obligation to make repairs to the Leased Premises. Tenants, at Tenants' sole expense, shall obtain all licenses or permits which may be required for the conduct of business within the terms of this Lease, or for the making of repairs, alterations, improvements, or additions, and the Landlord, where necessary, will join with the Tenants in applying for all such permits or licenses.

17. Ordinances/Regulations. TENANT, at TENANT's sole expense, shall comply with all laws, orders, and regulations of Federal, State, and municipal authorities, and with any direction of any public officer, pursuant to law, which shall impose any duty upon the LANDLORD or the TENANT with respect to the leased property, provided that the foregoing shall be limited to the extent of TENANT's obligation to make repairs to the premises. TENANT, at TENANT's sole expense, shall obtain all licenses or permits which may be required for the conduct of TENANT's business within the terms of this Lease, or for the making of

repairs, alterations, improvements, or additions, and the LANDLORD, where necessary, will join with the TENANT in applying for all such permits or licenses. This agreement is made by TENANT subject to all zoning regulations affecting the leased property now or hereafter in force. TENANT shall hold harmless the LANDLORD with respect to any laws, orders, regulations of federal, state, or municipal authorities, and with respect to any direction of any public officer, pursuant to law, which shall be imposed with respect to the TENANT or TENANT's uses of the premises. TENANT shall save LANDLORD harmless from penalties, fines, costs, or damages resulting from TENANT's failure to do so.

18. Good Order and Repair. TENANT shall vacate the leased property in the good order and repair in which such property is at the commencement of the initial term, ordinary wear and tear and casualties by accidental fire not occurring through TENANT's negligence alone excepted, and shall remove all property therefrom so that LANDLORD can repossess the leased property no later than noon on the day upon which this Lease or any extension thereof ends, whether upon notice or by holdover or otherwise. LANDLORD shall have the same rights to enforce this covenant by ejectment and for damages or otherwise as for the breach of any other condition or covenant of this Lease. TENANT may at any time prior to or upon the termination of this Lease or any renewal or extension thereof remove from the leased property all materials, equipment, and property of every other sort or nature installed by TENANT thereon provided that such property is removed without substantial injury to the leased property. No injury shall be considered substantial if it is promptly corrected by restoration to the condition prior to the installation of such property if so, requested by LANDLORD. Any such property not removed shall become the property of LANDLORD.

19. Alterations/Improvements. TENANT shall have the right, from time to time, to make all such alterations and improvements to, and decoration of, the interior or exterior of the leased property as shall be reasonably necessary or appropriate in TENANT's judgment for TENANT to conduct thereon of business, provided that prior to the commencement of any such alterations or improvements LANDLORD shall in each case have approved in writing the plans and specifications therefor. If within thirty (30) days after such plans and specifications are submitted by TENANT to LANDLORD for such approval, the LANDLORD shall not have given the TENANT notice of disapproval thereof, stating the reason for such disapproval, such plans and specifications shall be considered approved by the LANDLORD. All such work shall be at TENANT's expense. TENANT shall comply with the building codes, regulations, and laws then in effect and which pertain to such work. TENANT will save LANDLORD harmless from and against all expenses, liens, claims, or damages to either property or person which might arise by reason of making any such additions, improvements, alterations, or installations.

20. Default. If the Leased Premises shall be deserted or vacated, or if proceedings are commenced against the TENANT in any court under a bankruptcy act or for the appointment of a trust or receiver of the TENANT's property, either before or after the commencement of the lease term or renewal tier, or if there shall be a default in the payment of rent or any part thereof for more than five (5) days after written notice of such default by LANDLORD, or if there shall be a default in the performance of any other covenant, agreement, or condition, rule or regulation herein contained or hereafter established on the part of TENANT for more than twenty (20) days

after written notice of such default by the TENANT, this Lease (if the LANDLORD so elects) shall thereupon become null and void, and the LANDLORD shall have the right to re-enter or repossess the leased property, either by force, summary proceedings, surrender or otherwise, and dispossess and remove therefrom TENANT, or other occupants thereof, and their effects, without being liable to any prosecution thereof, as the agent of TENANT, and TENANT shall pay LANDLORD the difference between the rent hereby reserved and agreed to be paid by TENANT for the portion of the term remaining at the time of re-entry or repossession and the amount, if any, received under such re-letting for such portion of the term. TENANT hereby expressly waives the service of notice of intention to re-enter or of institution of legal proceedings to that end. TENANT waives and will waive all rights to trial by jury in any summary proceedings hereafter instituted by LANDLORD against the TENANT in respect to the leased property. Nothing herein shall be construed to deprive LANDLORD of any right or remedy which it might otherwise have under the circumstances stated herein.

21. Costs and Attorney's Fees. TENANT shall pay and indemnify LANDLORD against all legal costs and charges incurred by LANDLORD, including counsel fees lawfully and reasonably incurred, in obtaining possession of the Leased Premises after a default of TENANT or after TENANT's default in surrendering possession upon the expiration or earlier termination of the term of the Lease, or enforcing any covenant of TENANT herein contained.

22. Holdover. If TENANT remains in possession of the Leased Premises after the expiration of either the original term of this Lease or of any renewal term, such possession shall be as a month-to-month TENANT. During such month-to-month tenancy, rent shall be payable at the same rate as that in effect during the last month of the preceding term, and the provisions of this Lease shall be applicable. In no case shall such event constitute a waiver by LANDLORD of any of its rights under this Lease or constitute a renewal of the Lease.

23. Destruction of Premises. In the case of damage by fire or other casualty to the building in which the Leased Premises is located, if the damage is so extensive as to amount practically to the total destruction of the Leased Premises or of such building, then at the sole discretion of TENANT; (i) the tenancy hereby created shall be terminated and the Rent shall be apportioned to the time of the casualty, or (ii) LANDLORD shall rebuild the leased building to its pre-casualty state within a reasonable amount of time. All Rent and other obligations due hereunder shall abate until the leased building has been rebuilt and TENANT has re-taken possession and is able to fully use the Leased Premises for the purposes set forth herein of this Lease.

24. Condemnation. If the whole of the Leased Premises, or such portion thereof as will make the Leased Premises unsuitable for the purposes herein leased, is condemned for any public use or purpose by any legally constituted authority, then in either of such events this Lease shall cease from the time when possession is taken by such public authority and rent shall be accounted for between LANDLORD and TENANT as of the date of the surrender of possession. Such termination shall be without prejudice to the rights of either LANDLORD or TENANT to recover compensation from the condemning authority for any loss or damage

caused by such condemnation. Neither LANDLORD nor TENANT shall have any rights in or to any award made to the other by the condemning authority.

25. Assignment and Subletting. TENANT will not assign this Lease, nor sublet the Leased Premises, in whole or any part, without the prior written consent of LANDLORD; and if such consent is granted by LANDLORD, the TENANT shall remain primarily liable for any Rent or other conditions of this Lease. Notwithstanding the above, said right to assign or sublet shall apply only to the remaining portion of the term of the Lease. Furthermore, this limitation shall not apply to TENANT's programming, even if said programming includes daily or weekend lease arrangements, and shall only apply if TENANT seeks to vacate the Leased Premises prior to Termination.

26. Inspection. LANDLORD and LANDLORD's representatives may enter the leased property, at any reasonable time, for the purpose of inspecting the leased property, performing any work which LANDLORD elects to undertake made necessary by reason of the TENANT's default under the terms of this Lease, exhibiting the leased property for sale, lease, or mortgage financing, or posting notice of non-responsibility under any mechanic's lien laws.

27. Waivers. Waiver by either party or the breach by the other of any covenant of this Lease shall be limited to the particular instance and shall not operate or be deemed to waive any future breach of the same or any other covenant on any other occasion.

28. Entire Agreement. It is further understood and agreed, that this instrument contains the entire agreement between the Parties hereto and shall not be modified in any manner except by an instrument in writing executed by the Parties hereto, and that the conditions and agreements herein are binding on, and may be legally enforced by the Parties hereto, its heirs, executors, administrators, successors, and assigns, respectively, and that no waiver of any breach of any condition or agreement contained herein shall be construed to be a waiver of that condition or agreement or of any subsequent breach thereof, or of this Lease. Feminine or neuter pronouns shall be substituted for those of the masculine form, and the plural shall be substituted for the singular number in any place herein in which the context may require such substitution.

29. Governing Law. This Lease shall be construed and governed in accordance with the laws of the Commonwealth of Virginia. The Parties agree that jurisdiction and venue for all claims and disputes regarding this Lease shall be in Rockingham County, Virginia.

30. Miscellaneous – Donations. The Parties acknowledge and agree that Landlord is the current fiscal agent for a community campaign to raise funds to "save" the theater. The Parties hereby expressly agree that all donations or other funds received by Landlord, from individual donors or other organizations, related to the theater shall be first applied toward operational expenses of the theater including but not limited to utilities, CAMs, taxes, insurance, etc. All funds collected by Tenant towards the community campaign to "save" the theater may be used for Tenant's rent and other costs as identified herein. The Parties agree to keep each other informed related to these ongoing donation efforts and to share all information, open book,

related to the expenses associated with the theater as well as donations and income received related to the theater.

SIGNATURES APPEAR ON FOLLOWING PAGE

WITNESS the following signatures and seals.

LANDLORD:

**Shenandoah Housing Corporation d/b/a Harrisonburg-
Redevelopment and Housing Authority,
a Virginia corporation**

By: Michael Wong

Name: Michael G Wong

Title: Executive Director

TENANT:

**Act One Theater Company, Inc.,
a Virginia corporation**

By: J. P. Gulla

Name: J.P. Gulla

Title: Executive Director

**RESOLUTION AUTHORIZING MEMBERS OF THE BOARD OF COMMISSIONERS
TO REMOTELY PARTICIPATE IN A MEETING
THROUGH ELECTRONIC COMMUNICATION MEANS**

WHEREAS, 2.2-3700 *et seq.*, authorizes public bodies to conduct any meeting wherein public business is discussed or transacted through electronic communication means under defined and limited circumstances;

WHEREAS, Va. Code §§ 2.2-3708.2 and -3708.3 authorize remote participation through electronic communication means only if the public body adopts a written policy allowing for and governing participation of its commissioners by electronic communication means;

WHEREAS, Va. Code §§ 2.2-3708.2 and -3708.3 require the public body to adopt such a policy annually;

WHEREAS, the Board of Commissioners of the Harrisonburg Redevelopment and Housing Authority desires to allow its commissioners to participate remotely by electronic communication means under the provisions of the Virginia Code; and

WHEREAS, the Board believes it is in the best interest of the Harrisonburg Redevelopment and Housing Authority to adopt such a written policy.

**NOW, THEREFORE, BE IT RESOLVED BY THE HARRISONBURG
REDEVELOPMENT AND HOUSING AUTHORITY THAT:**

1. The Board of Commissioners hereby adopts the following written policy to allow for and govern remote participation by commissioners in any meeting and commissioners are hereby approved to participate in a meeting of the Board through electronic communication means, such as telephone or video participation, from a remote location as provided in Code of Virginia § 2.2-3708.3(B), subject to the following requirements:

- a. A commissioner wishing to participate from a remote location in a meeting of the Board shall notify the Chair or Vice-Chair on or before the date of a meeting that the commissioner is unable to attend the meeting due to:
 - (i) a temporary or permanent disability or other medical condition that prevents the commissioner's physical attendance;
 - (ii) a medical condition of a commissioner of the commissioner's family requires the commissioner to provide care that prevents the commissioner's physical attendance. For purposes of determining whether a quorum is physically assembled, a commissioner who is a caregiver for a person with a disability and uses remote participation, such participation counts toward the quorum as if the commissioner was physically present;
 - (iii) a commissioner's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting; or

- (iv) a personal matter, provided that the commissioner identifies with specificity the nature of the personal matter.
 - b. The Board shall record in its minutes the remote location from which the absent commissioner participated, but the remote location need not be open to the public, as well as the specific basis, i.e., (i) through (iv) above, under which the commissioner needed to participate remotely.
 - c. If the absent commissioner's remote participation would violate this policy, such remote participation shall be disapproved and the absent commissioner shall not be allowed to participate remotely. The reason for such disapproval shall be recorded in the Board's meeting minutes.
 - d. Participation in a meeting through electronic communication means due to a personal matter shall be limited, for each commissioner and in each calendar year, to 25 percent of the meetings held rounded up to the next whole number, i.e. no more than 4 times.
 - e. A quorum of Board Commissioners must be physically assembled at the primary or central meeting location, unless otherwise provided by law.
 - f. Arrangements shall be made, to the maximum extent practicable, for the voice of the absent commissioner to be heard, either directly or indirectly, by all persons in attendance at the primary or central meeting location.
2. Board of Commissioners hereby adopts the following written policy to allow for and govern all-virtual public meetings through electronic communication means, such as telephone or video participation, from a remote location as provided in Code of Virginia § 2.2-3708.3(C), subject to the following requirements:
- a. The Board must provide an indication of whether the meeting will be an in-person or all-virtual public meeting is included in the required meeting notice along with a statement notifying the public that the method by which the Board chooses to meet shall not be changed unless the Board provides a new meeting notice in accordance with the provisions of Va. Code § 2.2-3707;
 - b. Public access to the all-virtual public meeting is provided via electronic communication means;
 - c. The electronic communication means used allows the public to hear all commissioners participating in the all-virtual public meeting and, when audio-visual technology is available, to see the commissioners as well. When audio-visual technology is available, a commissioner shall, for purposes of a quorum, be considered absent from any portion of the meeting during which visual communication with the commissioner is voluntarily disconnected or otherwise fails or during which audio communication involuntarily fails;
 - d. A phone number or other live contact information is provided to alert the Board if the audio or video transmission of the meeting provided, the Board monitors such

designated means of communication during the meeting, and the Board takes a recess until public access is restored if the transmission fails for the public;

- e. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to the commissioners for a meeting is made available to the public in electronic format at the same time that such materials are provided to commissioners of the public body;
- f. The public is afforded the opportunity to comment through electronic means, including by way of written comments, at those public meetings when public comment is customarily received;
- g. No more than 2 commissioners are together in any one remote location unless that remote location is open to the public to physically access it;
- h. If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public resumes before the Board votes to certify the closed meeting as required by Va. Code § 2.2-3712(D);
- i. The Board cannot convene an all-virtual public meeting: (i) more than two times per calendar year or 50 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater, i.e., no more than 6 all-virtual meetings per year; or (ii) consecutively with another all-virtual public meeting;
- j. Minutes of all-virtual public meetings held by electronic communication means are taken as required by Va. Code § 2.2-3707 and include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held. If a commissioner's participation from a remote location pursuant to this subsection is disapproved because such participation would violate the policy adopted by the Board, such disapproval shall be recorded in the minutes with specificity; and
- k. Commissioners can request, in writing, that an all-virtual public meeting be held, stating the reasons therefor, to the Executive Director or Chair. All requests and responses shall be recorded in the meeting minutes.

3. The provisions of Va. Code § 2.2-3708.3 and all subsequent revisions and amendments thereto are hereby incorporated into this policy *mutatis mutandis* as if set forth fully herein.

4. The Executive Director is hereby authorized to take any other actions that are reasonable and necessary to effectuate the terms of the Policy or this Resolution.

5. This Resolution shall take effect immediately upon its adoption.

Resolved this 21st day of January, 2026.

CERTIFICATE OF VOTES

Record of the roll-call vote by the Harrisonburg Redevelopment and Housing Authority, upon reading on a resolution titled **“RESOLUTION AUTHORIZING MEMBERS OF THE BOARD OF COMMISSIONERS TO REMOTELY PARTICIPATE IN A MEETING THROUGH ELECTRONIC COMMUNICATION MEANS”** taken at a regular meeting of the Authority held on January 21, 2026:

	AYE	NAY	ABSTAIN	ABSENT
Gil Colman, Chair				
Vacant				
Luciano Benjamin				
Shonda Green				
Vacant				
Amanda Leech				
Janet Awkard-Rogers				

Dated: January 21, 2026

(SEAL)

Chair, Harrisonburg Redevelopment and
Housing Authority

ATTEST: _____
Secretary

The undersigned Secretary of the Harrisonburg Redevelopment and Housing Authority hereby certifies that the foregoing is a true, correct, and complete copy of a Resolution adopted by the Authority’s commissioners present and voting at a meeting duly called and held on January 21, 2026, in accordance with law, and that such Resolution has not been repealed, revoked, rescinded, or amended, but is in full force and effect as of the date hereof.

WITNESS my hand and the seal of the Authority this 21st day of January, 2026.

**HARRISONBURG REDEVELOPMENT AND
HOUSING AUTHORITY**

By: _____
Michael G. Wong, Secretary

November 2025
Prepared by Mary Walala, HCV Manager

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Number of Vouchers Available (includes Ms5 and PBV): 979			
	Under Lease	Issued, Not Leased	Not Issued
Housing Choice Vouchers-MTW (Includes Project Based Vouchers):	684	4	193
Mainstream Vouchers:	46	4	48
Totals	730	8	241
Voucher Utilization Rate: 75%			

Number of Applicants on All Waitlists: 4538					
Number of PBV Applicants by Bedroom Size	1	2	3	4	5
	965	523	365	111	14
<p>Total Applicants on PBV Waitlist: 1978</p> <p>Total Applicants on TBV Waitlist: 2560</p>					

Total funding received from HUD for MTW and Mainstream Vouchers:	\$814,312		
Housing Assistance Payments (MTW and Mainstream Vouchers):	\$34,276		
Administrative Costs:	\$63,238		
Landlord and Family Self Sufficiency Incentives	\$975		
Average HAP cost per unit:	\$135		
Projected Variance for All Vouchers Combined:	\$715,823		
** See Variance Table Below			
Variance = Amount Received from HUD <i>minus</i> Actual Expenses	HUD	HRHA	VARIANCE BY CATEGORY
HAP Expense Payments	\$754,985	\$34,276	\$720,709
Administrative Expense Payments	\$59,327	\$63,238	-\$3,911
Landlord Incentives	\$0	\$500	-\$500
Family Self Sufficiency Program Incentives	\$0	\$475	-\$475
Security Deposit Incentives	\$0	\$0	\$0
TOTAL VARIANCE (all categories)	\$814,312	\$98,489	\$715,823

Number of Initial Inspections Completed: 38
Number of Units Passed: 19
Number of Units Failed: 18
Number of failed units that were re-inspected: 9
Number of re-inspected units that passed: 100%
Number of Landlords who have made NSPIRE updates 100%

Common Violations:
Smoke D, gfc, stove components, holes in walls, broken window components

Other:
10 of the failed units were ours.

6. PROGRAM COMPLIANCE AND REGULATIONS**HUD Regulatory Compliance:**

No significant issues or violations to report.

There are no HUD Monitoring visits scheduled at this time.

Fair Housing Compliance:

All HCV program activities continue to follow fair housing guidelines.

No discrimination complaints or violations were reported this month.

7. LANDLORD PARTICIPATION AND ENGAGEMENT

Number of active landlords: 174

Landlord Outreach Efforts:

8. SUCCESS AND CHALLENGES**Market Conditions**

As in prior months, market conditions remain unchanged and continue to present challenges.

Technology

No update

9. PROGRAM PERFORMANCE METRICS

Property/Voucher Type	New Admission	Transfer/ Change of Unit	Port-In	Property Total
Franklin Heights	0	0	0	0
Commerce Village	0	0	0	0
Lineweaver	0	0	0	0
Tenant-Based Vouchers	0	1	1	2
TYPE TOTAL	0	1	1	
Interim Certifications		Explanation of "Other" Certification:		
Income Decrease	8	NO CHANGE MADE, GAVE REASONABLE ACCOMMODATION		
Income Increase	4			
Household Change	4			
Owner-Led (rent change)	29			
Other	3			
TOTAL	48			
End of Participation / Termination		Explanation of "Other" Certification:		
Didn't Complete Annual	1	0		
Gave Up Voucher	0			
Voucher Expired	1			
Other	0			
TOTAL	2			

MONTHLY REPORT – NOVEMBER 2025

HCV PARTICIPANTS

Employment	Education/Training	Goal Rewards
In Program: 30	Enrolled in GED: 2	Family Wellness. 4
Employed: 20	Enrolled in ESL: 0	Financial Activities:1 Employment. 1
Unemployed/Furlough: 10	Enrolled in Continuing Ed: 5	FSS Activities: 1
Medical Leave/ Disability or Maternity Leave: 7 Elderly:3	Education Activities Goal Reward.	Homebuyer Activity.0 Bachelor's degree. Education.
New jobs this month:		Goal Rewards completed: 6

FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Goal Rewards
In Program: 60	Enrolled in GED:	Family Wellness. 0
Employed: 40	Enrolled in ESL: 1	Financial Activities:2 Employment. 0
Unemployed/Furlough: 20	Enrolled in Continuing Ed:(5)	FSS Activities.0 Education.1
Medical Leave/ Disability or Maternity Leave: Elderly: 6	Educational Goal Reward:	Homebuyer Activities:1

Employment	Education/Training	Goal Rewards
New job this month:		Total Goal Rewards completed: 2

HARRISON HEIGHTS

Employment	Education/Training	Goal Rewards
In Program: 6	Enrolled in GED: 0	Family Wellness: Resume.
Employed: 2	Enrolled in ESL:	Financial Activities:
Unemployed: 4	Enrolled in Continuing Ed	FSS Activities.
Medical Leave/ Disability or Maternity Leave: 0. Elderly.	Education Activities Goal Reward: 0	Homebuyer Activities: 0
New jobs these months:		Total Goal Rewards completed: 0

Program Highlights

The FSS program enrolled two additional residents during this period. FSS participants successfully completed 8 goal achievements and received incentives, primarily in the areas of financial capability, homeownership, education and family wellness. FSS helped two resident registers for the Paratransit, a transportation service provided by HDPT for disabled individuals. CAB members and FSS participated in the Northeast Neighborhood Community event.

FSS Coordinator:

Jacques Mushagasha & Victoria Hill

December 1, 2025

HRHA Maintenance Report

November, 2025

Work Orders

Property	Opening Balance	Created	Closed	Closing Balance
Bridgeport(bport)	0	0	0	0
Commerce Village Operating(cvo)	<u>4</u>	<u>10</u>	<u>14</u>	0
Franklin Heights Operating(fho)	<u>4</u>	<u>40</u>	<u>43</u>	<u>1</u>
JR Polly Lineweaver(jrpl)	0	<u>26</u>	<u>23</u>	<u>3</u>
Lineweaver Annex Operating(lao)	0	<u>28</u>	<u>23</u>	<u>5</u>
Pleasant View(plesview)	0	0	0	0
Total	<u>8</u>	<u>104</u>	<u>103</u>	9

Unit turns

Property	Opening Balance	Created	Closed	Closing Balance
Commerce Village Operating(cvo)	<u>2</u>	<u>1</u>	<u>3</u>	0
Franklin Heights Operating(fho)	<u>2</u>	<u>3</u>	<u>4</u>	<u>1</u>
JR Polly Lineweaver(jrpl)	0	<u>1</u>	0	<u>1</u>
Lineweaver Annex Operating(lao)	0	<u>2</u>	<u>2</u>	0
Total	<u>4</u>	<u>7</u>	<u>9</u>	<u>2</u>

Emergency Work Orders

Property	Created	Closed
Commerce Village Operating(cvo)		
Franklin Heights Operating(fho)		
JR Polly Lineweaver(jrpl)		
Lineweaver Annex Operating(lao)	1	1
Pleasant View		
Total	1	1
units off line due to maintenance issues	0	

Year to Date

Work Orders Created

Property	W.O. created
Bridgeport	3
Commerce Village Operating(cvo)	125
Franklin Heights Operating(fho)	517
JR Polly Lineweaver(jrpl)	406
Lineweaver Annex Operating(lao)	361
Pleasant View(plesview)	15
Total	1427

Unit turns

Property	
Commerce Village (cvo)	8
Franklin Heights Operating(fho)	12
JR Polly Lineweaver(jrpl)	10
Lineweaver Annex Operating(lao)	11
Total	41

Emergency Work orders

Property	
Commerce Village Operating(cvo)	2
Franklin Heights Operating(fho)	5
JR Polly Lineweaver(jrpl)	4
Lineweaver Annex Operating(lao)	10
Pleasant View	21
Total	

HRHA Maintenance Report - cont.

Contractors used this month:

Ayala Landscaping	collecting leaves
Air Tite Windows and Doors	new windows needed at a unit turn
Black's Floor Covering	unit turn
Blauch	opening drain line at 611 Myrtle
New Direction Mechanical	HVAC

Comments on this month

AS I reported last month, we knew there was going to be a high number of unit turns this month (November). We started the month with 4 empty units. We received 7 units in November and we had 9 ready for occupancy and inspected by the end of November, leaving us with only 2 at the end of November (and one of those was completed the first week of December).

Commerce Village 2 was being completed in November. We monitored the contractor punch list to make sure that everything was being completed to our satisfaction.

Commerce Village Program Management Summary Report

Month of: November 2025

1. Occupancy as of 11-30-2025

	VASH	HCV	Total
# of Leased Units	15	12	27
# of Move Ins	0	0	0
# of Move Outs	0	1	1
# of Evictions	0	2	2
# of Unlawful Detainers Filed	0	0	0

2. Current Tenant Accounts Receivable

Current Total Owed				
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	481.00	300.00	0.00	0.00
Current Month Rent/HAP Charged	20275.00			
Amount Collected (Rent/HAP)	19636.00			
Late Fees Applied	22.00			
Late Fee Amount Billed	22.00			

1. Comment on accomplishments and/or challenges experienced during the month

30 day past is for one resident (paying Nov & Dec in Dec)

31-60 past due pet deposit – client made payment in Nov but did not do separate MO

Blue Ridge Food Bank providing food to residents once a month

Three PBV for CVII approved – processing one

Six veterans referred and 4 have been approved for CVII

Will be reviewing application for the 3 elderly PBV apartments for CVII

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: *Sandra Lowther*

Date: 12-01-2025

Franklin Heights Program Management Summary Report

Month of: November 2025

1. Occupancy (as of the last day of the month)

	1 bdrm	2 bdrms	3 bdrms	4 bdrms	5 bdrms	Total
# of Leased Units	15	38	56	13	4	127
# of Move Ins				1		
# of Move Outs						
# of Evictions						
# of Unlawful Detainers Filed		1				

2. Current Tenant Accounts Receivable

Current Total Owed	\$100,349.06			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	13,218.17	8,722.00	8,649.73	69,759.00
Current Month Rent/HAP charged	\$209,379.00			
Amount Collected (Rent/HAP)	\$204,837.04			
Late Fees Applied (date)	11/13/2025			
Late Fee Amount Billed (amount)	\$1231.00			

3. Comment on accomplishments and/or challenges experienced during the month.

*sent out the flier from the City about the changes in trash pickup.

*working with FSS to help tenants with their budgets to make sure rent is being paid on time.

*working court for repayments not being paid

*assisting with tenants that are concerned about paying for food and rent. Working on payment plans to get rent paid.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: **Christa Good** Date: 12/10/25

JR Polly Lineweaver Program Management Summary Report

Month of: November 2025

1. Occupancy (as of the last day of the month)

	Efficiencies	1 Bedroom	Total
# of Leased Units	46	14	60
# of Move Ins	0	0	0
# of Move Outs	0	0	0
# of Evictions	0	0	0
# of Unlawful Detainers Filed	0	0	0

2. Tenant Accounts Receivable

Current Total Owed	\$13,079.50			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	\$2,197.65	\$2,078.35	\$694.17	\$8,109.33
Current Month Rent/HAP Charged	\$43,945.00			
Amount Collected (Rent/HAP)	\$42,996.00			
Late Fees Applied (date)	11/12/2025			
Late Fee Amount Billed (amount)	\$178.50			

3. Comment on accomplishments and/or challenges experienced during the month

The total amount owed has been slowly increasing over the past few months. In December, I will be working more closely with people to get rent and back rent taken care of.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Natalie Gazzara Date: 12/03/2025

Lineweaver Annex Program Management Summary Report

Month of: November 2025

1. Occupancy (as of the last day of the month)

	1 Bedroom
# of Leased Units	54
# of Move Ins	1
# of Move Outs	0
# of Evictions	0
# of Unlawful Detainers Filed	0

2. Current Tenant Accounts Receivable

Current Total Owed	\$28,433.34			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	\$3,572.00	\$1,048.50	\$1,273.50	\$22,539.84
Current Month Rent/HAP Charged	\$54,007.00			
Amount Collected (Rent/HAP)	\$55,367.00			
Late Fees Applied (date)	11/12/2025			
Late Fees Applied (amount)	\$175.00			

3. Comment on accomplishments and/or challenges experienced during the month (including resident services provided, delays in contract services, needs for support/welfare checks, etc.)

The total amount owed has been slowly increasing over the past few months. In December, I will be working more closely with people to get rent and back rent taken care of.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Natalie Jazara Date: 12/04/2025

BoxScore Summary

For Selected Properties
Date = 11/01/2025-11/30/2025

Availability																			
Code	Name	Avg. Sq Ft.	Avg. Rent	Units	Occupied No Notice	Vacant Rented	Vacant Unrented	Notice Rented	Notice Unrented	Avail	Model	Down	Admin	% Occ	% Occ w/NonRev	% Leased	% Trend		
0b1b-JRP	JR Polly Lineweaver effici	0	701	47	46	0	1	0	0	1	0	0	0	97.87	97.87	97.87	97.87		
1b1b-FH	Franklin Heights-one bedro	896	56	18	15	0	3	0	0	3	0	0	0	83.33	83.33	83.33	83.33		
1b1b-JRP	JR Polly Lineweaver One be	0	743	14	14	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
1bed-CV	Commerce Village	600	160	30	27	2	1	0	0	1	0	0	0	90.00	90.00	96.66	96.66		
1bed-LA	Lineweaver Annex-one bedro	414	68	60	54	0	6	0	0	6	0	0	0	90.00	90.00	90.00	90.00		
2b1b-FH	Franklin Heights-twobedroo	988	0	38	36	0	1	0	1	2	0	0	0	97.36	97.36	97.36	94.73		
3b1b-FH	Franklin Heights-three bed	977	0	24	24	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
3b2b-FH	Franklin Heights-three bed	1,248	55	32	31	0	1	0	0	1	0	0	0	96.87	96.87	96.87	96.87		
4b2b-FH	Franklin Heights-four bed	1,192	0	13	13	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
5b2b-FH	Franklin Heighths 5bed2bath	1,680	0	4	4	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
waitjr0		0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00		
	Total	650	196	280	264	2	13	0	1	14	0	0	0	94.64	94.64	95.35	95.00		

Resident Activity

Code	Name	Units	Move In	Reverse Move In	Move Out	Cancel Move Out	Notice/Skip/Early Term	Cancel Notice	Rented	On-Site Transfer	Month To Month	Renewal	Cancel Move In	Evict	Cancel Eviction				
0b1b-JRP	JR Polly Lineweaver effici	47	0	0	0	0	0	0	0	0	0	0	0	0	0				
1b1b-FH	Franklin Heights-one bedro	18	0	0	0	0	0	0	0	0	0	0	0	0	0				
1b1b-JRP	JR Polly Lineweaver One be	14	0	0	0	0	0	0	0	0	0	0	0	0	0				
1bed-CV	Commerce Village	30	0	0	0	0	0	0	2	0	0	0	0	0	0				
1bed-LA	Lineweaver Annex-one bedro	60	0	0	0	0	0	0	0	0	0	0	0	0	0				
2b1b-FH	Franklin Heights-twobedroo	38	0	0	0	0	1	0	0	0	0	0	0	0	0				
3b1b-FH	Franklin Heights-three bed	24	0	0	0	0	0	0	0	0	0	0	0	0	0				
3b2b-FH	Franklin Heights-three bed	32	0	0	0	0	0	0	0	0	0	0	0	0	0				
4b2b-FH	Franklin Heights-four bed	13	1	0	0	0	0	0	0	1	0	0	0	0	0				
5b2b-FH	Franklin Heighths 5bed2bath	4	0	0	0	0	0	0	0	0	0	0	0	0	0				
waitjr0		0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Total	280	1	0	0	0	1	0	2	1	0	0	0	0	0				

Conversion Ratios

		First Contact																	
Code	Name	Calls	Walk-in	Email	Other	SMS	Web	Chat	Unq. First Contact	Show	Applied	Approved	% Gross Conv Ratio	Unq. Shows	% Qual. Conv Ratio	Denied	Cancels	Re-Apply	% Net Conv Ratio

BoxScore Summary

For Selected Properties

Date = 11/01/2025-11/30/2025

Not Specified	Not Specified	0	0	0	0	0	2	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
0b1b-JRP	JR Polly Lineweaver effici	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
1b1b-FH	Franklin Heights-one bedro	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
1b1b-JRP	JR Polly Lineweaver One be	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
1bed-CV	Commerce Village	3	0	0	0	0	0	0	0	0	0	2	2	200.00	0	200.00	0	0	0	200.00
1bed-LA	Lineweaver Annex-one bedro	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
2b1b-FH	Franklin Heights-twobedroo	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
3b1b-FH	Franklin Heights-three bed	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
3b2b-FH	Franklin Heights-three bed	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
4b2b-FH	Franklin Heights-four bed	0	0	0	1	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
5b2b-FH	Franklin Heighths 5bed2bath	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
waitjr0		0	0	0	0	0	9	0	0	0	0	1	0	0.00	0	0.00	0	0	0	0.00
	Total	3	0	0	1	0	11	0	0	0	3	2	200.00	0	200.00	0	0	0	0	200.00

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

December 2025

Prepared by Mary Walala, HCV Manager

1. PROGRAM SUMMARY

As HRHA evaluates potential adjustments to the HCV payment standards, initial analysis suggests that lowering the payment standard could help stretch limited HAP funding and potentially support assistance for additional households. However, reducing the payment standard can also increase a family's required tenant rent portion—particularly at annual reexamination or when an owner requests a rent increase—potentially creating affordability risk and higher rates of move activity or terminations if households cannot absorb the change. HRHA is closely monitoring impacts on current participants and applicants to ensure continued compliance with program affordability requirements and to minimize unintended harm while balancing the goal of serving as many households as possible.

2. VOUCHER UTILIZATION

Number of Vouchers Available (includes Ms5 and PBV): 979

	Under Lease	Issued, Not Leased	Not Issued
Housing Choice Vouchers-MTW (Includes Project Based Vouchers):	695	4	182
Mainstream Vouchers:	49	1	48
Totals	744	5	230

Voucher Utilization Rate: 76%

3. WAITING LISTS

Number of Applicants on All Waitlists: 4532

Number of PBV Applicants by Bedroom Size	1	2	3	4	5
	926	543	376	112	14

Total Applicants on PBV Waitlist: 1971

Total Applicants on TBV Waitlist: 2561

4. FINANCIAL SUMMARY

Total funding received from HUD for MTW and Mainstream Vouchers:	\$768,951
Housing Assistance Payments (MTW and Mainstream Vouchers):	\$684,445
Administrative Costs:	\$44,537
Landlord and Family Self Sufficiency Incentives	\$2,475
Average HAP cost per unit:	\$983
Projected Variance for All Vouchers Combined:	\$37,494

**** See Variance Table Below**

Variance = Amount Received from HUD <i>minus</i> Actual Expenses	HUD	HRHA	VARIANCE BY CATEGORY
HAP Expense Payments	\$710,785	\$684,445	\$26,340
Administrative Expense Payments	\$58,166	\$44,537	\$13,629
Landlord Incentives	\$0	\$250	-\$250
Family Self Sufficiency Program Incentives	\$0	\$2,225	-\$2,225
Security Deposit Incentives	\$0	\$0	\$0
TOTAL VARIANCE (all categories)	\$768,951	\$731,457	\$37,494

5. HOUSING QUALITY AND INSPECTIONS

Number of Initial Inspections Completed: 46

Number of Units Passed: 21

Number of Units Failed: 22

Number of failed units that were re-inspected: 2

Number of re-inspected units that passed: 100%

Number of Landlords who have made NSPIRE updates 100%

Common Violations:

Electrical, stove components, gfc

Other:

0

6. PROGRAM COMPLIANCE AND REGULATIONS**HUD Regulatory Compliance:**

No significant issues or violations to report.

There are no HUD Monitoring visits scheduled at this time.

Fair Housing Compliance:

All HCV program activities continue to follow fair housing guidelines.

No discrimination complaints or violations were reported this month.

7. LANDLORD PARTICIPATION AND ENGAGEMENT

Number of active landlords: 174

Landlord Outreach Efforts:

Our monthly newsletter continues to be well received. Landlords have expressed appreciation for information shared.

8. SUCCESS AND CHALLENGES**Market Conditions**

As in prior months, market conditions remain unchanged and continue to present challenges.

Technology

No update

9. PROGRAM PERFORMANCE METRICS

Property/Voucher Type	New Admission	Transfer/ Change of Unit	Port-In	Property Total
Franklin Heights	2	1	0	3
Commerce Village	0	0	0	0
Lineweaver	2	0	0	2
Tenant-Based Vouchers	1	3	0	4
TYPE TOTAL		5	4	0
Interim Certifications		Explanation of "Other" Certification:		
Income Decrease	9	0 Issued voucher for client that vacated unit.		
Income Increase	8			
Household Change	3			
Owner-Led (rent change)	32			
Other	1			
TOTAL		53		
End of Participation / Termination		Explanation of "Other" Certification:		
Didn't Complete Annual	0	Default on repayment EOP/Deceased client EOP lost PBV but was given regular voucher due to wawa		
Gave Up Voucher	2			
Voucher Expired	0			
Other	3			
TOTAL		5		

MONTHLY REPORT – NOVEMBER 2025

HCV PARTICIPANTS

Employment	Education/Training	Goal Rewards
In Program: 30	Enrolled in GED: 2	Family Wellness. 2
Employed: 20	Enrolled in ESL: 0	Financial Activities:1 Employment. 0
Unemployed/Furlough: 10	Enrolled in Continuing Ed: 5	FSS Activities: 0
Medical Leave/ Disability or Maternity Leave: 7 Elderly:3	Education Activities Goal Reward.	Homebuyer Activity.0 Bachelor's degree. Education.
New jobs this month:		Goal Rewards completed: 2

FRANKLIN HEIGHTS PARTICIPANTS

Employment	Education/Training	Goal Rewards
In Program: 60	Enrolled in GED:	Family Wellness. 0
Employed: 40	Enrolled in ESL: 1	Financial Activities:2 Employment. 0
Unemployed/Furlough: 20	Enrolled in Continuing Ed:(5)	FSS Activities. Education.1
Medical Leave/ Disability or Maternity Leave: Elderly: 6	Educational Goal Reward:	Homebuyer Activities:1

Employment	Education/Training	Goal Rewards
New job this month:		Total Goal Rewards completed: 2

HARRISON HEIGHTS

Employment	Education/Training	Goal Rewards
In Program: 6	Enrolled in GED: 0	Family Wellness:6 Resume.
Employed: 2	Enrolled in ESL:	Financial Activities:1
Unemployed: 4	Enrolled in Continuing Ed	FSS Activities.2
Medical Leave/ Disability or Maternity Leave: 0. Elderly.	Education Activities Goal Reward: 0	Homebuyer Employment.1
New jobs these months:		Total Goal Rewards completed: 9

Program Highlights

During this month, the FSS Program celebrated the successful graduation of one participant. In addition, the FSS team distributed more than 60 Christmas gifts to residents, including winter coats generously donated by United Bank, as well as hats, gloves, books and toys. A free flu shot clinic, provided by the Augusta Health Neighborhood Clinic, was hosted at the HRHA FSS office, increasing access to preventive healthcare for residents. The FSS Program was also pleased to support a participant receiving disability benefits in securing part-time employment after obtaining reliable transportation through a referral to Paratransit services made by FSS staff. Finally, the HRHA Community Advisory Board (CAB) held its final meeting of 2025 and welcomed two new members, strengthening resident engagement and leadership.

FSS Coordinator:

Jacques Mushagasha & Victoria Hill

FSS Coordinator:

Jacques Mushagasha & Victoria Hill

December 1, 2025

HRHA Maintenance Report

December, 2025

Work Orders

Property	Opening Balance	Created	Closed	Closing Balance
Bridgeport(bport)				
Commerce Village II	0	10	8	2
Commerce Village Operating(cvo)	0	<u>10</u>	<u>10</u>	0
Franklin Heights Operating(fho)	<u>2</u>	<u>49</u>	<u>48</u>	<u>3</u>
JR Polly Lineweaver(jrpl)	<u>3</u>	<u>21</u>	<u>24</u>	0
Lineweaver Annex Operating(lao)	<u>5</u>	<u>31</u>	<u>31</u>	<u>5</u>
Pleasant View(plesview)	0	<u>3</u>	<u>2</u>	<u>1</u>
Total	<u>10</u>	<u>124</u>	<u>123</u>	<u>11</u>

Unit turns

Property	Opening Balance	Created	Closed	Closing Balance
Commerce Village (cvo)				
Commerce Village II				
Franklin Heights Operating(fho)	1	2	2	1
JR Polly Lineweaver(jrpl)	1	0	1	0
Lineweaver Annex Operating(lao)				
Total	2	2	3	1

Emergency Work Orders

Property	Created	Closed
Commerce Village (cvo)		
Commerce Village II		
Franklin Heights Operating(fho)		
JR Polly Lineweaver(jrpl)		
Lineweaver Annex Operating(lao)	1	1
Pleasant View		
Total	1	1
units off line due to maintenance issues	0	

Year to Date

Work Orders Created

Property	W.O. created
Bridgeport	3
Commerce Village II	10
Commerce Village Operating(cvo)	135
Franklin Heights Operating(fho)	566
JR Polly Lineweaver(jrpl)	427
Lineweaver Annex Operating(lao)	392
Pleasant View(plesview)	18
Total	1551

Unit turns

Property	
Commerce Village (cvo)	8
Commerce Village II	
Franklin Heights Operating(fho)	14
JR Polly Lineweaver(jrpl)	11
Lineweaver Annex Operating(lao)	13
Total	46

Emergency Work orders

Property	
Commerce Village (cvo)	2
Commerce Village II	0
Franklin Heights Operating(fho)	5
JR Polly Lineweaver(jrpl)	4
Lineweaver Annex Operating(lao)	11
Pleasant View	0
Total	22

HRHA Maintenance Report - cont.

Contractors used this month:

Blauch Brothers	for major drain issue at Reservoir St
Branner concrete	for major drain issue at Reservoir St
New Direction Mechanical	HVAC

Comments on this month

We had our first cold snap with zero calls for heat issues in that first week of December

Getting all units inspected for move ins was a push for maintenance department over the last two months. We prepared units then scheduled and successfully passed 33 initial inspections in November and December (this includes the 16 inspections of new units at CV-2).

Commerce Village Program Management Summary Report

Month of: December 2025

1. Occupancy as of 12-30-2025

	VASH	HCV	Total
# of Leased Units	15	15	30
# of Move Ins	0	0	0
# of Move Outs	0	0	0
# of Evictions	0	0	0
# of Unlawful Detainers Filed	0	0	0

2. Current Tenant Accounts Receivable

Current Total Owed				
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	30.00	118.00	200.00	0.00
Current Month Rent/HAP Charged	22,515.00			
Amount Collected (Rent/HAP)	23,356.00			
Late Fees Applied	0.00			
Late Fee Amount Billed	0.00			

1. Comment on accomplishments and/or challenges experienced during the month

Blue Ridge Food Bank providing food to residents once a month

Commerce Village II moved in 10 residents in the month of December

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: *Sandra Lowther*

Date: 01-07-2026

Commerce Village II Program Management Summary Report

Month of: December 2025

1. Occupancy as of 12-30-2025

	VASH	HCV	Total
# of Leased Units	4	5	9
# of Move Ins	4	5	9
Empty units	4	3	7
# of Evictions	0	0	0
# of Unlawful Detainers Filed	0	0	0

2. Current Tenant Accounts Receivable

Current Total Owed				
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
Current Month Rent/HAP Charged	\$6,538.00			
Amount Collected (Rent/HAP)	0.00			
Late Fees Applied	0.00			
Late Fee Amount Billed	0.00			

1. Comment on accomplishments and/or challenges experienced during the month

2.

Rent and HAP for December will be posted in January due to program set up completion

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: *Sandra Lowther*

Date: 01-07-2026

Franklin Heights Program Management Summary Report

Month of: December 2025

1. Occupancy (as of the last day of the month)

	1 bdrm	2 bdrms	3 bdrms	4 bdrms	5 bdrms	Total
# of Leased Units	18	36	55	13	4	126
# of Move Ins						
# of Move Outs						
# of Evictions						
# of Unlawful Detainers Filed						

2. Current Tenant Accounts Receivable

Current Total Owed	\$112,272.39			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	15,087.00	12,238.00	1,122.00	83,826.39
Current Month Rent/HAP charged	\$212,364			
Amount Collected (Rent/HAP)	\$204,173.67			
Late Fees Applied (date)	12/12/2025			
Late Fee Amount Billed (amount)	\$1350.00			

3. Comment on accomplishments and/or challenges experienced during the month.

*sent out the flier from the City about the changes in trash pickup beginning Jan 1, 2026.

*working with FSS to help tenants with their budgets to make sure rent is being paid on time.

*spoke with several tenants about making sure rent is being paid each month on time

*assisting with tenants that are concerned about paying for food and rent. Working on payment plans to get rent paid.

*all the 1 bedroom apartments have been filled as of 12/18

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: **Christa Good** Date: 1/2/26

JR Polly Lineweaver Program Management Summary Report

Month of: December 2025

1. Occupancy (as of the last day of the month)

	Efficiencies	1 Bedroom	Total
# of Leased Units	46	13	59
# of Move Ins	1	0	0
# of Move Outs	0	0	0
# of Evictions	0	1	1
# of Unlawful Detainers Filed	0	0	0

2. Tenant Accounts Receivable

Current Total Owed	\$13,385.50			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	\$2,595.50	\$1,580.67	\$785.33	\$8,423.50
Current Month Rent/HAP Charged	\$40,891.00			
Amount Collected (Rent/HAP)	\$39,571.00			
Late Fees Applied (date)	12/17/2025			
Late Fee Amount Billed (amount)	\$115.50			

3. Comment on accomplishments and/or challenges experienced during the month

In December, Tiffany and I met with Corporal Grubbs and Sgt. Hancock from HPD to establish a working relationship to improve Lineweaver. We discussed possible community events for the tenants, reports that would be helpful to me, and increased foot patrol.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Natalie Gazzara

Date: 1/12/2025

Lineweaver Annex Program Management Summary Report

Month of: December 2025

1. Occupancy (as of the last day of the month)

	1 Bedroom
# of Leased Units	56
# of Move Ins	2
# of Move Outs	0
# of Evictions	0
# of Unlawful Detainers Filed	0

2. Current Tenant Accounts Receivable

Current Total Owed	\$33,050.34			
Delinquent Accounts	0-30 days	31-60 days	61-90 days	90+ days
	\$5,402.00	\$2,974.00	\$456.00	\$24,218.34
Current Month Rent/HAP Charged	\$55,026.00			
Amount Collected (Rent/HAP)	\$52,738.54			
Late Fees Applied (date)	12/17/2025			
Late Fees Applied (amount)	\$110.00			

3. Comment on accomplishments and/or challenges experienced during the month (including resident services provided, delays in contract services, needs for support/welfare checks, etc.)

In December, Tiffany and I met with Corporal Grubbs and Sgt. Hancock from HPD to establish a working relationship to improve Lineweaver. We discussed possible community events for the tenants, reports that would be helpful to me, and increased foot patrol.

I hereby certify the above information is true and complete to the best of my knowledge.

Signed: Natalie Gazzara Date: 1/12/2026

BoxScore Summary

For Selected Properties
Date = 12/01/2025-12/31/2025

Availability																			
Code	Name	Avg. Sq Ft.	Avg. Rent	Units	Occupied No Notice	Vacant Rented	Vacant Unrented	Notice Rented	Notice Unrented	Avail	Model	Down	Admin	% Occ	% Occ w/NonRev	% Leased	% Trend		
0b1b-JRP	JR Polly Lineweaver effici	0	701	47	46	0	1	0	0	1	0	0	0	97.87	97.87	97.87	97.87		
1b1b-FH	Franklin Heights-one bedro	896	56	18	18	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
1b1b-JRP	JR Polly Lineweaver One be	0	743	14	13	0	1	0	0	1	0	0	0	92.85	92.85	92.85	92.85		
1bed-CV	Commerce Village	600	160	30	30	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
1bed-LA	Lineweaver Annex-one bedro	414	68	60	56	0	4	0	0	4	0	0	0	93.33	93.33	93.33	93.33		
2b1b-FH	Franklin Heights-twobedroo	988	0	38	36	0	2	0	0	2	0	0	0	94.73	94.73	94.73	94.73		
3b1b-FH	Franklin Heights-three bed	977	0	24	24	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
3b2b-FH	Franklin Heights-three bed	1,248	55	32	31	0	1	0	0	1	0	0	0	96.87	96.87	96.87	96.87		
4b2b-FH	Franklin Heights-four bed	1,192	0	13	13	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
5b2b-FH	Franklin Heighths 5bed2bath	1,680	0	4	4	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00		
waitjr0		0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00		
	Total	650	196	280	271	0	9	0	0	9	0	0	0	96.78	96.78	96.78	96.78		

Resident Activity

Code	Name	Units	Move In	Reverse Move In	Move Out	Cancel Move Out	Notice/Skip/Early Term	Cancel Notice	Rented	On-Site Transfer	Month To Month	Renewal	Cancel Move In	Evict	Cancel Eviction				
0b1b-JRP	JR Polly Lineweaver effici	47	1	0	1	0	1	0	1	0	0	0	0	0	0				
1b1b-FH	Franklin Heights-one bedro	18	0	0	0	0	0	0	0	0	0	0	0	0	0				
1b1b-JRP	JR Polly Lineweaver One be	14	0	0	1	0	1	0	0	0	0	0	0	0	0				
1bed-CV	Commerce Village	30	3	0	0	0	0	0	1	0	0	0	0	0	0				
1bed-LA	Lineweaver Annex-one bedro	60	0	0	0	0	0	0	0	0	0	0	0	0	0				
2b1b-FH	Franklin Heights-twobedroo	38	1	0	3	2	0	0	0	0	0	0	0	0	0				
3b1b-FH	Franklin Heights-three bed	24	0	0	0	0	0	0	0	0	0	0	0	0	0				
3b2b-FH	Franklin Heights-three bed	32	0	0	0	0	0	0	0	0	0	0	0	0	0				
4b2b-FH	Franklin Heights-four bed	13	0	0	0	0	0	0	0	0	0	0	0	0	0				
5b2b-FH	Franklin Heighths 5bed2bath	4	0	0	0	0	0	0	0	0	0	0	0	0	0				
waitjr0		0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Total	280	5	0	5	2	2	0	2	0	0	0	0	0	0				

Conversion Ratios

		First Contact																	
Code	Name	Calls	Walk-in	Email	Other	SMS	Web	Chat	Unq. First Contact	Show	Applied	Approved	% Gross Conv Ratio	Unq. Shows	% Qual. Conv Ratio	Denied	Cancels	Re-Apply	% Net Conv Ratio

BoxScore Summary

For Selected Properties

Date = 12/01/2025-12/31/2025

Not Specified	Not Specified	0	0	0	0	0	2	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
0b1b-JRP	JR Polly Lineweaver effici	0	0	0	0	0	0	0	0	0	0	1	100.00	0	100.00	0	0	0	100.00
1b1b-FH	Franklin Heights-one bedro	0	0	0	3	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
1b1b-JRP	JR Polly Lineweaver One be	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
1bed-CV	Commerce Village	0	0	0	0	0	0	0	0	0	1	1	100.00	0	100.00	0	0	0	100.00
1bed-LA	Lineweaver Annex-one bedro	0	0	0	2	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
2b1b-FH	Franklin Heights-twobedroo	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
3b1b-FH	Franklin Heights-three bed	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
3b2b-FH	Franklin Heights-three bed	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
4b2b-FH	Franklin Heights-four bed	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
5b2b-FH	Franklin Heighths 5bed2bath	0	0	0	0	0	0	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
waitjr0		0	0	0	0	0	11	0	0	0	0	0	0.00	0	0.00	0	0	0	0.00
	Total	0	0	0	5	0	13	0	0	0	1	2	200.00	0	200.00	0	0	0	200.00

Unit Availability

For Selected Properties
As Of = 12/31/2025

Unit Type	Avg. Sq Ft	Avg. Rent	Units	Occupied No Notice	Vacant Rented	Vacant Unrented	Notice Rented	Notice Unrented	Avail	Model	Down	Admin	% Occ	% Occ w/NonRev	% Leased	% Trend
JR Polly Lineweaver effici	0	701	47	46	0	1	0	0	1	0	0	0	97.87	97.87	97.87	97.87
Franklin Heights-one bedro	896	56	18	18	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00
JR Polly Lineweaver One be	0	743	14	13	0	1	0	0	1	0	0	0	92.86	92.86	92.86	92.86
Commerce Village	600	160	30	30	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00
Lineweaver Annex-one bedro	414	68	60	56	0	4	0	0	4	0	0	0	93.33	93.33	93.33	93.33
Franklin Heights-twobedroo	988	0	38	36	0	2	0	0	2	0	0	0	94.74	94.74	94.74	94.74
Franklin Heights-three bed	977	0	24	24	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00
Franklin Heights-three bed	1,248	55	32	31	0	1	0	0	1	0	0	0	96.88	96.88	96.88	96.88
Franklin Heights-four bed	1,192	0	13	13	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00
Franklin Heighths 5bed2bath	1,680	0	4	4	0	0	0	0	0	0	0	0	100.00	100.00	100.00	100.00
	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00	0.00
Total	650	196	280	271	0	9	0	0	9	0	0	0	96.79	96.79	96.79	96.79

Harrisonburg Redevelopment & Housing Authority Report Financial Report as of November 2025

LOCAL COMMUNITY DEVELOPMENT

Cash:	First Bank & Trust-Operating Funds		\$0.00
		Total	\$0.00
	AR Due from:		
	JR Polly Lineweaver Apartments	\$367,248.02	
	Housing Choice Voucher Program	\$54,322.98	
	Commerce Village, LLC	\$17,209.28	
	Franklin Heights, LLC-Operating/Debt Servicing	\$111,982.88	
	Commerce Village II	\$80,682.00	
	Glen's Fair Price/JRL/LAO	\$27,029.86	
	EPHO	\$142,632.09	
		\$801,107.11	

HOUSING CHOICE VOUCHER PROGRAM

Cash:	Truist-Checking Account		\$259,403.81
		Total	\$259,403.81

J.R. POLLY LINEWEAVER APARTMENTS

Cash:	United Bank-Checking Account		\$50,258.87
		Total	\$50,258.87

ALL PROGRAMS-FH, LW, JRL

Cash:	United Bank-Security Deposit Account		\$226,283.90
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COMPONENT UNITS

Franklin Heights, LLC

Cash:	United Bank-Checking Account	\$197,398.12
	United Bank-Money Market Account	\$300,689.74
	United Bank-CD	\$300,000.00

Commerce Village, LLC

Cash:	First Bank & Trust	\$302,895.79
	Virginia Housing-Replacement Reserve Account	\$86,225.84
	Truist-Operating Reseve Account	\$134,086.59

	<u>Grand Total</u>	<u>\$1,857,242.66</u>
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Harrisonburg Redevelopment & Housing Authority Report
YTD Financial Report as of November 2025

	Cash Balance as of 1/31	Cash Balance as of 2/29	Cash Balance as of 3/31	Cash Balance as of 4/30	Cash Balance as of 5/31	Cash Balance as of 6/30	Cash Balance as of 7/31	Cash Balance as of 8/31	Cash Balance as of 9/30	Cash Balance as of 10/31	Cash Balance as of 11/30
LOCAL COMMUNITY DEVELOPMENT											
First Bank & Trust	\$58,899.97	\$77,645.45	\$188,131.91	\$39,640.32	\$148,623.75	\$29,070.82	\$18,884.37	\$161,975.54	\$75,339.77	\$159,072.14	\$0.00
HOUSING CHOICE VOUCHER PROGRAM											
Truist-Checking	\$141,439.33	\$198,290.43	\$127,228.57	\$149,712.83	\$157,142.51	\$164,851.40	\$185,962.96	\$145,720.84	\$157,479.49	\$124,025.55	\$259,403.81
J.R. POLLY LINEWEAVER APARTMENTS											
United Bank-Checking	\$2,637.50	\$51,906.91	\$5,673.55	\$45,384.95	\$10,432.34	\$5,158.34	\$13,488.34	\$9,393.45	\$4,123.45	\$7,661.16	\$50,258.87
ALL PROGRAMS-FH, LW, JRL, CVO											
United Bank-Security Dep.	\$223,694.66	\$210,179.75	\$209,581.95	\$211,004.87	\$213,888.26	\$217,055.05	\$217,455.88	\$220,180.46	\$222,103.31	\$224,515.15	\$226,283.90
COMPONENT UNITS											
Franklin Heights, LLC											
United Bank-Checking	\$359,588.15	\$484,086.17	\$561,374.37	\$555,204.88	\$755,545.19	\$937,822.02	\$496,603.23	\$496,272.55	\$574,667.42	\$600,261.07	\$798,087.86
Commerce Village LLC											
First Bank & Trust	\$213,363.26	\$92,773.26	\$260,303.09	\$280,445.09	\$287,455.63	\$289,103.80	\$290,696.02	\$259,138.25	\$288,003.46	\$283,265.79	\$302,895.79
VA Housing-Repl Reserve	\$83,224.88	\$77,473.14	\$78,509.94	\$79,574.05	\$80,621.90	\$81,694.14	\$82,748.32	\$83,815.32	\$84,870.43	\$85,916.37	\$86,225.84
Truist-Operating Reserve	\$133,531.19	\$133,582.42	\$133,936.16	\$133,694.09	\$133,750.88	\$133,805.86	\$133,862.69	\$133,919.55	\$133,974.60	\$134,031.50	\$134,086.59
Total	\$1,216,378.94	\$1,325,937.53	\$1,564,739.54	\$1,494,661.08	\$1,787,460.46	\$1,858,561.43	\$1,439,701.81	\$1,510,415.96	\$1,540,561.93	\$1,618,748.73	\$1,857,242.66

Harrisonburg Redevelopment & Housing Authority Report

Financial Report as of December 2025

LOCAL COMMUNITY DEVELOPMENT

Cash:	First Bank & Trust-Operating Funds		\$218,364.25
		Total	\$218,364.25
	AR Due from:		
	JR Polly Lineweaver Apartments	\$305,774.91	
	Housing Choice Voucher Program	\$0.00	
	Commerce Village, LLC	\$207,328.17	
	Franklin Heights, LLC-Operating/Debt Servicing	\$0.00	
	Commerce Village II	\$107,603.23	
	Glen's Fair Price/JRL/LAO	\$43,161.18	
	EPHO	\$188,255.79	
		\$852,123.28	

HOUSING CHOICE VOUCHER PROGRAM

Cash:	Truist-Checking Account		\$260,846.64
		Total	\$260,846.64

J.R. POLLY LINEWEAVER APARTMENTS

Cash:	United Bank-Checking Account		\$1,389.76
		Total	\$1,389.76

COMMERCE VILLAGE II

Cash:	Bank of the James-Checking Account		\$55.89
	Bank of the James-Money Market Account		\$143.42
		Total	\$199.31

ALL PROGRAMS-FH, LW, JRL, CVO, CVO2

Cash:	United Bank-Security Deposit Account		\$230,542.82
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COMPONENT UNITS

Franklin Heights, LLC

Cash:	United Bank-Checking Account		\$28,561.93
	United Bank-Money Market Account		\$301,090.60
	United Bank-CD		\$300,000.00
		Total	\$629,652.53

Commerce Village, LLC

Cash:	First Bank & Trust		\$489,941.37
	Virginia Housing-Replacement Reserve Account		\$88,021.23
	Truist-Operating Reseve Account		\$134,143.54
		Total	\$712,106.14

	<u>Grand Total</u>	<u>\$2,053,101.45</u>
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Harrisonburg Redevelopment & Housing Authority Report
YTD Financial Report as of December 2025

	Cash Balance as of 1/31	Cash Balance as of 2/29	Cash Balance as of 3/31	Cash Balance as of 4/30	Cash Balance as of 5/31	Cash Balance as of 6/30	Cash Balance as of 7/31	Cash Balance as of 8/31	Cash Balance as of 9/30	Cash Balance as of 10/31	Cash Balance as of 11/30	Cash Balance as of 12/31
LOCAL COMMUNITY DEVELOPMENT												
First Bank & Trust	\$58,899.97	\$77,645.45	\$188,131.91	\$39,640.32	\$148,623.75	\$29,070.82	\$18,884.37	\$161,975.54	\$75,339.77	\$159,072.14	\$0.00	\$218,364.25
HOUSING CHOICE VOUCHER PROGRAM												
Truist-Checking	\$141,439.33	\$198,290.43	\$127,228.57	\$149,712.83	\$157,142.51	\$164,851.40	\$185,962.96	\$145,720.84	\$157,479.49	\$124,025.55	\$259,403.81	\$260,846.64
J.R. POLLY LINEWEAVER APARTMENTS												
United Bank-Checking	\$2,637.50	\$51,906.91	\$5,673.55	\$45,384.95	\$10,432.34	\$5,158.34	\$13,488.34	\$9,393.45	\$4,123.45	\$7,661.16	\$50,258.87	\$1,389.76
COMMERCE VILLAGE II												
Bank of the James-Checking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55.89
Bank of the James-MMkt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$143.42
ALL PROGRAMS-FH, LW, JRL, CVO												
United Bank-Security Dep.	\$223,694.66	\$210,179.75	\$209,581.95	\$211,004.87	\$213,888.26	\$217,055.05	\$217,455.88	\$220,180.46	\$222,103.31	\$224,515.15	\$226,283.90	\$230,542.82
COMPONENT UNITS												
Franklin Heights, LLC												
United Bank-Checking	\$359,588.15	\$484,086.17	\$561,374.37	\$555,204.88	\$755,545.19	\$937,822.02	\$496,603.23	\$496,272.55	\$574,667.42	\$600,261.07	\$798,087.86	\$629,652.53
Commerce Village LLC												
First Bank & Trust	\$213,363.26	\$92,773.26	\$260,303.09	\$280,445.09	\$287,455.63	\$289,103.80	\$290,696.02	\$259,138.25	\$288,003.46	\$283,265.79	\$302,895.79	\$489,941.37
VA Housing-Repl Reserve	\$83,224.88	\$77,473.14	\$78,509.94	\$79,574.05	\$80,621.90	\$81,694.14	\$82,748.32	\$83,815.32	\$84,870.43	\$85,916.37	\$86,225.84	\$88,021.23
Truist-Operating Reserve	\$133,531.19	\$133,582.42	\$133,936.16	\$133,694.09	\$133,750.88	\$133,805.86	\$133,862.69	\$133,919.55	\$133,974.60	\$134,031.50	\$134,086.59	\$134,143.54
Total	\$1,216,378.94	\$1,325,937.53	\$1,564,739.54	\$1,494,661.08	\$1,787,460.46	\$1,858,561.43	\$1,439,701.81	\$1,510,415.96	\$1,540,561.93	\$1,618,748.73	\$1,857,242.66	\$2,053,101.45