

board agenda

Knox County Housing Authority
Regular Meeting of the Board of Commissioners
Moon Towers Conference Room 101
6/25/2013
10:00 a.m.

Opening	Roll Call	Chairperson Payton
<input type="checkbox"/> Lomac Payton	Review/Approve Previous Meeting Minutes	Chairperson Payton
<input type="checkbox"/> Roger Peterson	Review/Ratify April 2013 Claims and Bills	Chairperson Payton
<input type="checkbox"/> Dale Parsons	COCC:	\$
<input type="checkbox"/> Paul Stewart	Moon Towers:	\$
<input type="checkbox"/> Thomas Dunker	Family:	\$
<input type="checkbox"/> Wayne Allen	Bluebell:	\$
<input type="checkbox"/> Ben Burgland	HCV:	\$
<u>Excused:</u>	Brentwood:	\$
	Prairieland:	\$
	Capital Fund '10:	\$
	Capital Fund '11:	\$
<u>Others Present:</u>	Capital Fund '12:	\$
	Capital Fund '13:	\$
	Ross Service Coordinator'11:	\$
	Review/Ratify April 2013 Financial Reports	Chairperson Payton

Old Business	Review Proposal from Miller Valentine on partnership for Tax Credit Development	Derek Antoine Pete Schwiegeraht
---------------------	---	------------------------------------

New Business	Review/Approve Pay Request #3 from CAD Construction Inc. for Scattered Sites Roofing Project	Derek Antoine
	Review/Approve Pay Request #1 from Quality Painters for Apartment painting at Moon Towers and Bluebell Tower	Derek Antoine
	Review/Approve Pay Request #2 from Quality Painters for Apartment painting at Moon Towers and Bluebell Tower	Derek Antoine
	Review/Approve Selection of Insurance Broker for Group Health Insurance	Derek Antoine

board agenda

Reports

Occupancy Reports

Derek Antoine

Other Business

SEMAP Submission – 100%

Derek Antoine

Scattered Sites Roofing Update

Derek Antoine

REAC Physical Inspection – 7/8 and 7/9

Derek Antoine

Reappointment Letters – Lomac Payton and
Wayne Allen

Derek Antoine

Board Bios For Website

Derek Antoine

ED 6-month Evaluation

Derek Antoine

Adjournment



216 W. Simmons St., Galesburg, IL 61401
Telephone 309-342-8129, Ext. 223 Fax 309-342-7206
Email: dantoine@knoxhousing.org

Lomac Payton, Chairman
Roger Peterson, Commissioner
Dale Parsons, Commissioner
Thomas Dunker, Commissioner
Wayne Allen, Commissioner
Paul Stewart, Commissioner
Ben Burgland, Commissioner
Derek Antoine, Exec. Director, Secretary
Jack P. Ball, Attorney

Monday, June 24, 2013
4:08:47 PM

Mr. Greg Bacon, Chairperson
Knox County Board
Knox County Court House
200 S. Cherry St.
Galesburg, IL 61401

Mr. Bacon:

Mr. Wayne Allen is currently serving on the Knox County Housing Authority's Board of Commissioners as Chairperson, and his current term expires in June of 2013. Through a poll of commissioners, it was a unanimous decision to recommend the re-appointment of Wayne Allen to fill the next five-year term on the Knox County Housing Authority Board of Commissioners. The term would expire in June of 2018.

Respectfully,

Lomac Payton, Chairperson

Roger Peterson, Vice Chairperson

Dale Parsons, Commissioner

Paul Stewart, Commissioner

Thomas Dunker, Commissioner

Ben Burgland, Commissioner

CC: Scott Erickson
Knox County Clerk

AIA DOCUMENT G702/CMA (Instructions on reverse side)

TO OWNER: **KNOX COUNTY HOUSING AUTHORITY**
216 WEST SIMONS STREET
GALESBURG, ILLINOIS 61401

PROJECT: **MOON TOWERS & BLUE BELL TOWER**

APPLICATION NO.: **ONE** Distribution to:
 OWNER
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR

PERIOD TO: **5-20-13**

PROJECT NOS.:

CONTRACT DATE: **4-9-13**

FROM CONTRACTOR: **QUALITY PAINTERS, INC.**
625 - 29th STREET
BETTENDORF, IA 52722

VIA CONSTRUCTION MANAGER:
 VIA ARCHITECT:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM. \$ 79,200.
2. Net Change By Change Orders \$ _____
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 79,200.
4. TOTAL COMPLETED & STORED TO DATE \$ 21,495.
 (Column G on G702)
5. RETAINAGE:
 - a. 10 % of Completed Work \$ 2,149.50
 (Columns D + E on G703)
 - b. _____ % of Stored Material \$ _____
 (Column F on G703)
 Total Retainage (Line 5a + 5b or Total in Column I of G703) \$ 2,149.50
6. TOTAL EARNED LESS RETAINAGE \$ 19,345.50
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ _____
 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE \$ 19,345.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 59,854.50
 (Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
 By: *Charles G. O'Neil* Date: 5-18-13
 State of: _____
 Country of: _____
 Subscribed and sworn to before me this _____ day of _____

Notary Public:
 My Commission expires: _____

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MANAGER:
 By: _____ Date: _____
 ARCHITECT:
 By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: **OLE**
 APPLICATION DATE: **5-20-13**
 PERIOD TO: **5-20-13**
 ARCHITECT'S PROJECT NO.: **m001u Towers & Blue Bell Tower.**

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
	Blue Bell (10 UNITS)	\$ 22,800. ⁰⁰	—	—	—	—	\$ 22,800. ⁰⁰	—
	(14 EFFICIENCIES)	\$ 23,380. ⁰⁰	—	\$ 10,020. ⁰⁰	—	\$ 10,020. ⁰⁰	\$ 13,360. ⁰⁰	\$ 1,020. ⁰⁰
	(13 SIMULAS)	\$ 29,835. ⁰⁰	—	\$ 11,475. ⁰⁰	—	\$ 11,475. ⁰⁰	\$ 18,360. ⁰⁰	\$ 1,147. ⁵⁰
	m001u Towers (1" ACCESSIBLE EFFICIENCY*)	\$ 3,195. ⁰⁰	—	—	—	—	\$ 3,195. ⁰⁰	—
		\$ 79,200. ⁰⁰	—	\$ 21,495. ⁰⁰	—	\$ 21,495. ⁰⁰	\$ 57,705. ⁰⁰	\$ 2,149. ⁵⁰

APPLICATION AND CERTIFICATE FOR PAYMENT CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G702/CMA (Instructions on reverse side)

PAGE ONE OF 2 PAGES

TO OWNER: **KIDK COUNTY HABING AUTHORITY**
216 WEST SIMMONS STREET
GALESBURG, ILLINOIS 61401

PROJECT: **MOON TOWERS & BLUEBEL TOWER**

APPLICATION NO: **2**
 PERIOD TO: **6-30-13**
 PROJECT NOS.:

Distribution to:
 OWNER
 CONSTRUCTION MANAGER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: **QUALITY PAINTERS, INC.**
625 - 29th STREET
BETTENDORF, IA 52722

CONTRACT DATE:
4-9-13

CONTRACT FOR:

VIA CONSTRUCTION MANAGER:
 VIA ARCHITECT:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 79,200.⁰⁰
2. Net Change By Change Orders \$ <8,305.⁰⁰>
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 70,895.⁰⁰
4. TOTAL COMPLETED & STORED TO DATE \$ 70,895.⁰⁰
 (Column G on G702)
5. RETAINAGE:
 - a. 10 % of Completed Work \$ 7,089.⁵⁰
 (Columns D + E on G703)
 - b. - % of Stored Material \$ -
 (Column F on G703)
 Total Retainage (Line 5a + 5b or Total in Column I of G703) \$ 7,089.⁵⁰
6. TOTAL EARNED LESS RETAINAGE \$ 63,805.⁵⁰
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 19,345.⁵⁰
 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE \$ 44,460.⁰⁰
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 7,089.⁵⁰
 (Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
 By: *Christopher O. Juby* Date: 6-20-13

State of:
 County of:
 Subscribed and sworn to before me this _____ day of _____

Notary Public:
 My Commission expires: _____

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MANAGER:

By: _____ Date: _____
 ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$250. ⁰⁰	<8,555. ⁰⁰ >
Total approved this Month		
TOTALS		
NET CHANGES by Change Order	\$8,305. ⁰⁰	



CONTINUATION SHEET

AIA DOCUMENT G703 (instructions on reverse side)

PAGE 2 OF 2 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 2

APPLICATION DATE: 6-20-13

PERIOD TO: 6-30-13

ARCHITECT'S PROJECT NO:

MOON TOWERS & BLUEBELL TOWER

ITEM NO	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)		BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE 10%
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G = C)			
	BLUEBELL (10 UNITS)	\$22,800. ⁰⁰	—	\$22,800. ⁰⁰	—	\$22,800. ⁰⁰	100%	—	\$2,280. ⁰⁰
MOON TOWERS	(x13 EFFICIENCIES)	\$21,710. ⁰⁰	\$10,020. ⁰⁰	\$11,690. ⁰⁰	—	\$21,710. ⁰⁰	↓	—	\$2,171. ⁰⁰
	(x10 SINGLES)	\$22,950. ⁰⁰	\$11,475. ⁰⁰	\$11,475. ⁰⁰	—	\$22,950. ⁰⁰		—	\$2,295. ⁰⁰
	(x1 "ACCESSIBLE EFFICIENCY")	\$3,185. ⁰⁰	—	\$3,185. ⁰⁰	—	\$3,185. ⁰⁰		—	\$318. ⁵⁰
	APT. #322 - SKIM COAT WALL	\$70. ⁰⁰	—	\$70. ⁰⁰	—	\$70. ⁰⁰		—	\$7. ⁰⁰
	BLUEBELL EXTERIOR DOORS	\$180. ⁰⁰	—	\$180. ⁰⁰	—	\$180. ⁰⁰		—	\$18. ⁰⁰
		\$70,895. ⁰⁰	\$21,495. ⁰⁰	\$49,400. ⁰⁰	—	\$70,895. ⁰⁰	100%	—	\$7,089. ⁵⁰



**MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF COMMISSIONERS
OF THE KNOX COUNTY HOUSING AUTHORITY
May 28, 2013**

The regular meeting of the Board of Commissioners of the Knox County Housing Authority was held at William Moon Towers. Roll call was taken and the following Commissioners were present:

PRESENT: Lomac Payton
 Roger Peterson
 Dale Parsons
 Paul Stewart
 Thomas Dunker
 Wayne Allen
 Ben Burgland

Also present were Derek Antoine, Executive Director; Cheryl Lefler, Assistant Director; Lee Lofing, Finance Coordinator; Roger Williamson, KCHA Attorney; ****, The Register Mail; Will Stevenson, WGIL Radio; and Robert Lapping, Moon Towers tenants.

Vice-Chairperson Peterson called the meeting to order at 10:00 a.m. in the temporary absence of Chairperson Payton. Vice-Chairperson Peterson then asked if there were any additions or corrections to the previous meetings' minutes. Hearing none, he declared the minutes approved as received.

There were no Financial Committee reports as staff is still working on fiscal year-end.

OLD BUSINESS

There was no old business.

NEW BUSINESS

First, Mr. Antoine requested the Board review and approve Resolution 2013-09 for SEMAP Certification/Submission FYE 03/31/2013. After brief discussion, Commissioner Stewart made a motion to approve Resolution 2013-09 for SEMAP Certification/Submission FYE 03/31/2013; Commissioner Parsons seconded. Roll call was taken as follows:

Commissioner Peterson - aye
Commissioner Parsons - aye
Commissioner Stewart - aye
Commissioner Dunker - aye
Commissioner Allen - aye
Commissioner Burgland - aye

Motion Carried, 6-0.

Next, Mr. Antoine requested the Board to review and approve Pay Request #2 from CAD Construction, Inc. for Scattered Sites Roofing Project for \$29,879.34. After brief discussion, Commissioner Stewart made a motion to approve Pay Request #2 from CAD Construction; Commissioner Parsons seconded. Roll call was taken as follows:

Commissioner Peterson - aye
Commissioner Parsons - aye

Commissioner Stewart - aye
Commissioner Dunker - aye
Commissioner Allen - aye
Commissioner Burgland - aye
Motion Carried, 6-0.

Next, Mr. Antoine requested the Board to review and approve the selection of Contractor for Exterior Renovations at Bluebell Tower. Eight bids were received with big variances in project costs. After brief discussion, Commissioner Parsons made a motion to approve R.L Vollintine Construction as the Contractor for Exterior Renovations at Bluebell Tower in the amount of \$95,550; Commissioner Stewart seconded. Roll call was taken as follows:

Commissioner Peterson - aye
Commissioner Parsons - aye
Commissioner Stewart - aye
Commissioner Dunker - aye
Commissioner Allen - aye
Commissioner Burgland - aye

Motion Carried, 6-0.

Next, Mr. Antoine requested the Board to review and approve Selection of Attorney to Provide Legal Services. Mr. Antoine recommended that Jack Ball be retained for a one year contract with 2 one-year renewal options in the amount of \$600 per month. After discussion, Commissioner Allen recommended that Jack Ball be retained as the KCHA attorney for a one-year contract in the amount of \$600 per month; Commissioner Parsons seconded. Roll call was taken as follows:

Commissioner Peterson - aye
Commissioner Parsons - aye
Commissioner Stewart - aye
Commissioner Dunker - aye
Commissioner Allen - aye
Commissioner Burgland - aye

Motion Carried, 6-0.

Next, Mr. Antoine requested the Board to review and approve Selection of Insurance Brokers to give oral presentations to the Board at a June work session. Mr. Antoine advised that three brokers had submitted requests for proposal for consideration- Linden Group Health Services, Envision Insurance Group and Ruhl & Ruhl Insurance. By consensus, the Board decided to invite all three brokers to give oral presentations to the Board on Thursday, June 20 starting at 10:00 a.m.

REPORTS

Occupancy Report disclosed the following:

Moon Towers A	7	Efficiencies		
88	0	1 Bedroom		
	0	2 Bedroom	Total:	7
	0	Accessible	Occupied:	92%
Moon Towers B	4	Efficiencies		
89	2	1 Bedroom		
	0	2 Bedroom	Total:	6
	0	Accessible	Occupied:	93%

Family	3	2 Bedroom		
190	1	3 Bedroom		
	1	4 Bedroom	Total:	6
	1	5 Bedroom	Occupied:	97%
Bluebell	0	1 Bedroom	Total:	0
51	0	2 Bedroom	Occupied:	100%
PH Totals:	418 units	19 vacancies	Occupied:	95%
			Vacancy:	5%
Brentwood Manor		0 Vacancies	Total:	0
72			Occupied:	100%
Prairieland Townhouses		4 Vacancies	Total:	4
66			Occupied:	94%
A.H.P Totals:	138 units	4 vacancies	Occupied:	97%
			Vacancy:	3%
KCHA TOTALS:	556 units	23 vacancies	Occupied:	96%
			Vacancy:	4%

This represents a 96% occupancy rate across all KCHA programs. Further, this represents 4.0% vacancy rate across all programs. Vice-Chairperson Peterson declared the Occupancy Report approved as presented.

OTHER BUSINESS

Mr. Antoine introduced Pete Schwiegeraht of Miller Valentine to give a presentation on tax credit housing. Miller Valentine is a Cincinnati, Ohio development company seeking to partner with KCHA and the City of Galesburg to develop 40 single homes on the east side of Galesburg. The Board took no action at this time.

Next, Mr. Antoine showed the Board the KWQC news segment that aired on KCHA going smoke-free.

Next, Mr. Antoine updated the Board on the Scattered Sites Roofing Project that was held on 5/15/2013. Commissioner Payton and Commissioner Stewart were in attendance along with Derek Antoine, Rita Hall and Mark LeBlang. Notes from the site visit were included in the Board packet.

Next, Mr. Antoine announced the Family Sites will have a REAC Physical Inspection on 7/8/2013 and 7/9/2013.

Next, Mr. Antoine informed the Board about the Transfer of Investment Account Money in the amount of \$117,476 to the COCC checking account and \$499,802 to the Low Rent checking account.

Commissioner Payton expressed his concern about the duplication of copies for Board packet information.

Commissioner Stewart asked for an update to be provided about the terms of Commissioners and their phone numbers.

Commissioner Peterson expressed appreciation to Roger Williamson

for his years of service as the KCHA attorney.

ADJOURNMENT

Commissioner Stewart then made a motion to adjourn; Commissioner Payton seconded. Roll call was taken as follows:

Commissioner Payton - aye
Commissioner Peterson - aye
Commissioner Stewart - aye
Commissioner Allen - aye
Commissioner Burgland - aye
Motion Carried, 5-0.

The meeting adjourned at 11:34 A.M.

Respectfully submitted,

Secretary



216 W. Simmons St., Galesburg, IL 61401
Telephone 309-342-8129, Ext. 223 Fax 309-342-7206
Email: dantoine@knoxhousing.org

Lomac Payton, Chairman
Roger Peterson, Commissioner
Dale Parsons, Commissioner
Thomas Dunker, Commissioner
Wayne Allen, Commissioner
Paul Stewart, Commissioner
Ben Burgland, Commissioner
Derek Antoine, Exec. Director, Secretary
Jack P. Ball, Attorney

Monday, June 24, 2013
4:09:54 PM

Mr. Greg Bacon, Chairperson
Knox County Board
Knox County Court House
200 S. Cherry St.
Galesburg, IL 61401

Mr. Bacon:

Mr. Lomac Payton is currently serving on the Knox County Housing Authority's Board of Commissioners as Chairperson, and his current term expires in May of 2013. Through a poll of commissioners, it was a unanimous decision to recommend the re-appointment of Lomac Payton to fill the next five-year term on the Knox County Housing Authority Board of Commissioners. The term would expire in May of 2018.

Respectfully,

Roger Peterson, Vice Chairperson

Dale Parsons, Commissioner

Paul Stewart, Commissioner

Thomas Dunker, Commissioner

Wayne Allen, Commissioner

Ben Burgland, Commissioner

CC: Scott Erickson
Knox County Clerk

FINANCE COMMITTEE NOTES FOR:

Tuesday, March 19, 2013

BRENTWOOD

	<u>Apr-13</u>	<u>Current YTD</u>	<u>Out of the ordinary:</u>
Operating Income	\$120,677.69	\$120,677.69	
Operating Expenses	\$18,942.36	\$18,942.36	
Net Revenue Income/(loss)	<u>\$101,735.33</u>	<u>\$101,735.33</u>	Received ECRM #@ Grant for \$93,000 to cover prior expenses

Operating in Black for month and YTD

Brentwood's Reserve/Cash \$342,231.00

PRAIRIELAND

	<u>Apr-13</u>	<u>Current YTD</u>	<u>Out of the ordinary:</u>
Operating Income	\$24,009.39	\$24,009.39	
Operating Expenses	\$17,575.81	\$17,575.81	
Net Revenue Income/(loss)	<u>\$6,433.58</u>	<u>\$6,433.58</u>	

Operating in Black for month and YTD

Prairieland's Replacement Reserve \$114,096.04
Residual Receipts \$74,264.08

HOUSING CHOICE VOUCHERS

<u>Admin.</u>	<u>Apr-13</u>	<u>Current YTD</u>	<u>Out of the ordinary:</u>
Operating Income	\$8,788.63	\$8,788.63	
Operating Expenses	\$11,052.63	\$11,052.63	
Net Revenue Income/(loss)	<u>(\$2,264.00)</u>	<u>(\$2,264.00)</u>	Paid inspections

<u>HAP</u>	<u>Apr-13</u>	<u>Current YTD</u>	<u>Out of the ordinary:</u>
Operating Income	\$82,506.50	\$82,506.50	
Operating Expenses	\$79,785.00	\$79,785.00	Paid Landlords for Sec 8 rents
Net Revenue Income/(loss)	<u>\$2,721.50</u>	<u>\$2,721.50</u>	<i>Spent less this month then received (not Ideal)</i>

Restricted Net Assets (NRA) \$31,079.00 as of 3-31-13

NRA **\$33,800.50** YTD

Created by Lee Lofing, Finance Coordinator, KCHA

**MINUTES OF THE MONTHLY MEETING
OF THE FINANCE COMMITTEE
OF THE KNOX COUNTY HOUSING AUTHORITY
June 21, 2013**

ROLL CALL

The regular meeting of the Finance Committee of the Knox County Housing Authority was called at 2:00 by Commissioner Allen. Attendance for the meeting was as follows:

KCHA Commissioners:

Present: Wayne Allen

Excused: Tom Dunker and Ben Burgland

Housing Authority Members:

Present: Derek Antoine, Executive Director
Lee Lofing, Finance Coordinator

FINANCIAL REPORT

The only item on the agenda was to review April 2013 Financial Reports. The committee received the operating statements for COCC, Moon Towers, Family, Bluebell, Brentwood, Prairieland, and Housing Choice Voucher. The committee then had a brief questioning and answering discussion of each of these statements (see the "Notes" attachment). After the discussion and review of the financial reports, they were said to look good and that nothing out of the ordinary stood out.

ADJOURN

2:38

Respectfully submitted,

Lee J Lofing

Finance Coordinator

Knox County Housing Authority
CLAIMS REPORT TOTALS
April, 2013

	Current Period	Last Year Same P	Variance	Current Year
TOTALS				
<hr/>				
<u>LOW RENT</u>				
AMP001 - MOON TOWERS	40,637.68	34,817.77	5,819.91	40,637.68
AMP002 - FAMILY	60,401.95	50,576.31	9,825.64	60,401.95
AMP003 - BLUEBELL	21,963.65	14,063.46	7,900.19	21,963.65
COCC	35,349.16	27,295.83	8,053.33	35,349.16
TOTAL LOW RENT	158,352.44	126,753.37	31,599.07	158,352.44
<u>A.H.P.</u>				
BRENTWOOD	13,812.69	9,726.67	4,086.02	13,812.69
PRAIRIELAND	12,703.28	23,447.83	-10,744.55	12,703.28
TOTAL A.H.P.	26,515.97	33,174.50	-6,658.53	26,515.97
<u>HOUSING CHOICE VOUCHER - HCV</u>				
HCV (Administrative Only)	10,442.78	7,781.27	2,661.51	10,442.78
TOTAL HCV	10,442.78	7,781.27	2,661.51	10,442.78
<u>GRANTS</u>				
CAPITAL FUND GRANT '09	0.00	0.00	0.00	0.00
CAPITAL FUND GRANT '10	0.00	1,453.48	-1,453.48	0.00
CAPITAL FUND GRANT '11	0.00	8,137.00	-8,137.00	0.00
CAPITAL FUND GRANT '12	4,173.96	0.00	4,173.96	4,173.96
ROSS SC GRANT '11	4,785.92	3,191.61	1,594.31	4,785.92
TOTAL GRANTS	8,959.88	12,782.09	-3,822.21	8,959.88
TOTAL CLAIMS FOR MONTH	204,271.07	180,491.23	23,779.84	204,271.07

Knox County Housing Authority
CLAIMS REPORT - LOW RENT
April, 2013

	Current Period	Last Year Same P	Variance	Current Year
AMP001 - MOON TOWERS				
Salaries	20,815.37	13,582.48	7,232.89	20,815.37
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	8,825.00	7,962.50	862.50	8,825.00
Administrative Expenses	1,250.93	520.98	729.95	1,250.93
Teneant Services	0.00	0.00	0.00	0.00
Utilities	-25.97	56.90	-82.87	-25.97
Maintenance Supplies/Contracts	3,823.92	4,932.87	-1,108.95	3,823.92
Mileage	0.00	254.10	-254.10	0.00
General Expenses	5,862.01	7,507.94	-1,645.93	5,862.01
Non-Routine Expense	86.42	0.00	86.42	86.42
TOTAL MOON TOWERS CLAIMS	40,637.68	34,817.77	5,819.91	40,637.68
AMP002 - FAMILY				
Salaries	40,145.82	33,133.40	7,012.42	40,145.82
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	9,696.60	8,677.50	1,019.10	9,696.60
Administrative Expenses	2,468.53	639.84	1,828.69	2,468.53
Teneant Services	0.00	93.10	-93.10	0.00
Utilities	-82.02	1,129.01	-1,211.03	-82.02
Maintenance Supplies/Contracts	3,060.62	2,373.52	687.10	3,060.62
Mileage	0.00	0.00	0.00	0.00
General Expenses	5,112.40	4,529.94	582.46	5,112.40
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL FAMILY CLAIMS	60,401.95	50,576.31	9,825.64	60,401.95
AMP003 - BLUEBELL				
Salaries	8,473.54	6,018.45	2,455.09	8,473.54
Employee W/H Payments	0.00	0.00	0.00	0.00
Management Fees	2,677.50	2,534.70	142.80	2,677.50
Administrative Expenses	988.84	369.15	619.69	988.84
Teneant Services	0.00	0.00	0.00	0.00
Utilities	0.00	2,331.72	-2,331.72	0.00
Maintenance Supplies/Contracts	1,001.31	875.06	126.25	1,001.31
Mileage	37.68	144.10	-106.42	37.68
General Expenses	2,096.52	1,790.28	306.24	2,096.52
Non-Routine Expenses	6,688.26	0.00	6,688.26	6,688.26
TOTAL BLUEBELL CLAIMS	21,963.65	14,063.46	7,900.19	21,963.65
COCC				
Salaries	29,675.08	22,986.12	6,688.96	29,675.08
Employee W/H Payments	-1,207.80	-982.72	-225.08	-1,207.80
Management Fees	143.51	0.00	143.51	143.51
Administrative Expenses	4,111.77	4,507.90	-396.13	4,111.77
Teneant Services	0.00	30.00	-30.00	0.00
Utilities	0.00	0.00	0.00	0.00
Maintenance Supplies/Contracts	488.67	5.54	483.13	488.67
Mileage	0.00	0.00	0.00	0.00
General Expenses	2,137.93	748.99	1,388.94	2,137.93
Non-Routine Expenses	0.00	0.00	0.00	0.00
TOTAL COCC CLAIMS	35,349.16	27,295.83	8,053.33	35,349.16
COMBINED - AMP1, AMP2, AMP3, & COCC				
Salaries	99,109.81	75,720.45	23,389.36	99,109.81
Employee W/H Payments	-1,207.80	-982.72	-225.08	-1,207.80
Management Fees	21,342.61	19,174.70	2,167.91	21,342.61
Administrative Expenses	8,820.07	6,037.87	2,782.20	8,820.07
Teneant Services	0.00	123.10	-123.10	0.00
Utilities	-107.99	3,517.63	-3,625.62	-107.99
Maintenance Supplies	8,374.52	8,186.99	187.53	8,374.52
Mileage	37.68	398.20	-360.52	37.68
General Expenses	15,208.86	14,577.15	631.71	15,208.86
Non-Routine Expenses	6,774.68	0.00	6,774.68	6,774.68
TOTAL LOW RENT CLAIMS	158,352.44	126,753.37	31,599.07	158,352.44

Knox County Housing Authority
CLAIMS REPORT - GRANT PROGRAMS
April, 2013

	Current Period	Last Year Same Period	Variance
CFG 2009 - \$810,612			
Fees & Costs	0.00	0.00	0.00
Site Improvements	0.00	0.00	0.00
Dwelling Structure	0.00	0.00	0.00
Dwelling Equipment	0.00	0.00	0.00
TOTAL CFG 2009 CLAIMS	0.00	0.00	0.00
CFG 2010 - \$807,886			
Admin. / Operations	0.00	0.00	0.00
Fees & Costs	0.00	0.00	0.00
Site Improvement	0.00	0.00	0.00
Dwelling Structure	0.00	1,453.48	-1,453.48
Dwelling Equipment	0.00	0.00	0.00
Non Dwelling Equipment	0.00	0.00	0.00
TOTAL CFG 2010 CLAIMS	0.00	1,453.48	-1,453.48
CFG 2011 - \$671,671			
Admin. / Operations	0.00	0.00	0.00
Fees & Costs	0.00	8,137.00	-8,137.00
Site Improvement	0.00	0.00	0.00
Dwelling Structure	0.00	0.00	0.00
Dwelling Equipment	0.00	0.00	0.00
Non-Dwelling Equipment	0.00	0.00	0.00
TOTAL CFG 2011 CLAIMS	0.00	8,137.00	-8,137.00
CFG 2012 - \$668,600			
Admin. / Operations	0.00	0.00	0.00
Site Improvement	0.00	0.00	0.00
Dwelling Structure	4,173.96	0.00	4,173.96
Dwelling Equipment	0.00	0.00	0.00
Non-Dwelling Equipment	0.00	0.00	0.00
TOTAL CFG 2012 CLAIMS	4,173.96	0.00	4,173.96
TOTAL CFG GRANT(S) CLAIMS	4,173.96	9,590.48	-5,416.52
ROSS SC GRANT - \$240,000			
Salaries	4,785.92	2,782.16	2,003.76
Administrative	0.00	409.45	-409.45
TOTAL ROSS SC CLAIMS	4,785.92	3,191.61	1,594.31

Knox County Housing Authority
CLAIMS REPORT - AHP / HCV
April, 2013

	Current Period	Last Year Same Period	Variance
BRENTWOOD			
Salaries	7,691.89	5,323.82	2,368.07
Employee W/H Payments	0.00	0.00	0.00
Management Fees	3,168.00	2,808.00	360.00
Administrative Expenses	738.16	407.48	330.68
Utilities	0.00	0.00	0.00
Maintenance Supplies/Contracts	2,214.64	1,187.37	1,027.27
TOTAL BRENTWOOD CLAIMS	13,812.69	9,726.67	4,086.02

PRAIRIELAND			
Salaries	7,691.67	5,323.70	2,367.97
Employee W/H Payments	0.00	0.00	0.00
Management Fees	2,816.00	2,457.00	359.00
Administrative Expenses	558.13	227.45	330.68
Utilities	0.00	493.90	-493.90
Maintenance Supplies/Contracts	1,637.48	14,945.78	-13,308.30
TOTAL PRAIRIELAND CLAIMS	12,703.28	23,447.83	-10,744.55

AHP - BRENTWOOD & PRAIRIELAND			
Salaries	15,383.56	10,647.52	4,736.04
Employee W/H Payments	0.00	0.00	0.00
Management Fees	5,984.00	5,265.00	719.00
Administrative Expenses	1,296.29	634.93	661.36
Utilities	0.00	493.90	-493.90
Maintenance Supplies	3,852.12	16,133.15	-12,281.03
TOTAL AHP CLAIMS	26,515.97	33,174.50	-6,658.53

HOUSING CHOICE VOUCHER - HCV			
Salaries	5,173.72	3,666.39	1,507.33
Employee W/H Payments	0.00	0.00	0.00
Management Fees	4,309.50	3,997.50	312.00
Administrative Expenses	959.56	117.38	842.18
TOTAL HCV CLAIMS	10,442.78	7,781.27	2,661.51

APPLICATION AND CERTIFICATE FOR PAYMENT

TO: KNOX CO HOUSING AUTHORITY PROJECT: SCATTERED SITE RE-ROOFING
 225 WEST TOMPKINS KNOX CO. HOUSING AUTHORITY
 GALESBURG, IL 61401

FROM: CAD CONSTRUCTION INC VIA: Contractor
 (Contractor) 508 E PEARL A-1 ARCHITECT
 TREMONT IN ALLIANCE ARCHITECTURE
 929 LINCOLNWAY EAST SUITE 200
 SOUTH BEND, IN 46601

CONTRACT FOR: CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$922,674.00
- 2. Net change by Change Orders \$0.00
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$922,674.00
- 4. TOTAL COMPLETED & STORED TO DATE \$176,519.76
(Column G on G703)
- 5. RETAINAGE: \$17,651.98
 - a. 10 % of Completed Work
 - b. 10 % of Stored Material \$0.00
(Column F on G703)
- Total Retainage (Line 5a + 5b or Total of Column I of G703) \$17,651.98
- 6. TOTAL EARNED LESS RETAINAGE \$158,867.78
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$45,833.64
- 8. CURRENT PAYMENT DUE \$113,034.14
- 9. BALANCE TO FINISH, PLUS RETAINAGE \$763,806.22
(Line 3 less Line 6)

CHANGE ORDER SUMMARY

Change Orders approved in previous months by Owner		ADDITIONS	DEDUCTIONS
TOTAL		\$0.00	\$0.00
Approved this Month			
Number	Date Approved		
		\$0.00	\$0.00
		\$0.00	\$0.00
		\$0.00	\$0.00
TOTALS		\$0.00	\$0.00
Net change by Change Orders		\$0.00	\$0.00

APPLICATION NO.: 3 Distribution to: OWNER
 PERIOD TO: 6/4/2013 ARCHITECT
 ARCHITECTS: BCC PROJECT NO.: IDHA PROJECT NO.: CONTRACTOR

Contract Date:

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: *[Signature]* Date: 6/4/13

By: *[Signature]*
 State of ILLINOIS
 County of TAZEWELL
 Notary Public: *[Signature]*
 My Commission Expires 4-12-2017
ALEX BRENNEMAN
 NOTARY PUBLIC - STATE OF ILLINOIS
 MY COMMISSION EXPIRES 4-12-2017

CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$113,034.14

CONSTRUCTION MANAGER By: _____ Date: _____

ARCHITECT: Alliance Architecture
 By: *[Signature]* 929 Lincolnway East, Suite 200
 South Bend, Indiana 46601 Date: 6/11/13

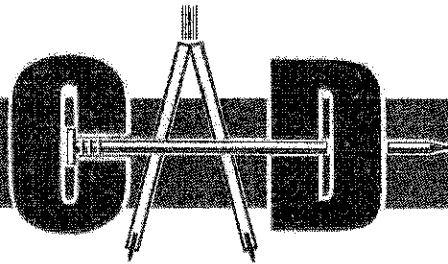
CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 3
 APPLICATION DATE: 6/4/2013
 PERIOD TO: 6/4/2013
 ARCHITECT'S PROJECT NO: 0

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G / C)	I BALANCE TO FINISH	J RETAINAGE
			FROM PREVIOUS APPLICATION (D+E)							
	PERFORMANCE BOND	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$12,727.00	\$12,727.00	\$0.00	\$0.00		\$12,727.00	100.00%	\$0.00	\$1,272.70
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	INSURANCE	\$5,000.00	\$5,000.00	\$0.00	\$0.00		\$5,000.00	100.00%	\$0.00	\$500.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	LABOR CEDAR CREEK	\$131,054.00	\$7,272.00	\$38,782.00	\$0.00		\$46,054.00	35.14%	\$85,000.00	\$4,605.40
	MATERIALS CEDAR CREEK	\$107,761.00	\$17,427.27	\$40,153.60	\$0.00		\$57,580.87	53.43%	\$50,180.13	\$5,758.09
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	LABOR WOODLAND BEND	\$156,600.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$156,600.00	\$0.00
	MATERIALS WOODLAND BEND	\$116,049.00	\$0.00	\$8,764.06	\$0.00		\$8,764.06	7.55%	\$107,284.94	\$876.41
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	LABOR WISPERING HOLLOW	\$80,000.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$80,000.00	\$0.00
	MATERIALS WISPERING HOLLOW	\$55,262.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$55,262.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	SOFFIT & CHUTES	\$22,320.00	\$0.00	\$4,188.10	\$0.00		\$4,188.10	18.76%	\$18,131.90	\$418.81
	GUTTER REPAIR WORK	\$4,712.00	\$0.00	\$1,472.10	\$0.00		\$1,472.10	31.24%	\$3,239.90	\$147.21
	CLEAN GUTTERS & GABLE C	\$11,098.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$11,098.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	GENERAL CONDITIONS	\$29,799.00	\$1,500.00	\$5,000.00	\$0.00		\$6,500.00	21.81%	\$23,299.00	\$650.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	PROFIT	\$20,392.00	\$7,000.00	\$0.00	\$0.00		\$7,000.00	34.33%	\$13,392.00	\$700.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	ALLOWANCE 1 - GENERAL	\$30,000.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$30,000.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	ALLOWANCE 2 - WOOD DECK	\$105,600.00	\$0.00	\$17,971.20	\$0.00		\$17,971.20	17.02%	\$87,628.80	\$1,797.12
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
	ALLOWANCE 3 - GUTTER GU	\$34,300.00	\$0.00	\$9,262.43	\$0.00		\$9,262.43	27.00%	\$25,037.57	\$926.24
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	0.00%	\$0.00	\$0.00
		\$922,674.00	\$60,926.27	\$125,593.49	\$0.00	\$0.00	\$176,519.76	19.13%	\$746,154.24	\$17,651.98

508 E. Pearl A-1
Tremont, IL 61568



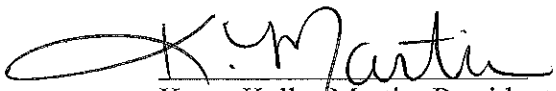
(309) 925-2092
Fax (309) 925-2091

CONSTRUCTION AND DESIGN

To Whom It May Concern,

I hereby certify, to the best of my knowledge and belief, that:

1. The amounts requested are only for performance in accordance with the specifications, terms, and conditions of the contract;
2. Payments to subcontractors and suppliers have been made from previous payments received under the contract , and timely payments will be made from the proceeds of the payment covered by this certification, in accordance with subcontract agreements: and ,
3. This request for progress payments does not include any amounts which the prime contractor intends to withhold or retain from a subcontractor or supplier in accordance with the terms and conditions for the subcontract.


Kerry Keller/Martin, President
CAD Construction Inc.

6/4/2013
Date



STATE OF ILLINOIS
 COUNTY OF TAZWELL

WAIVER OF LIEN TO DATE

Gty # _____
 Escrow # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by KNOX COUNTY HOUSING AUTHORITY to furnish GENERAL CONSTRUCTION / ROOF REPLACEMENT for the premises known as SCATTERED SITE REROOFING of which KNOX COUNTY HOUSING AUTHORITY is the owner.

THE undersigned, for and in consideration of ONE HUNDRED AND THIRTEEN THOUSAND AND THIRTY FOUR DOLLARS 14/100 (\$113,034.14) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises, INCLUDING EXTRAS.*

DATE 6/4/13 COMPANY NAME CAD CONSTRUCTION INC
 ADDRESS 508 E PEARL A-1 TREMONT IL 61568

SIGNATURE AND TITLE [Signature] , PRESIDENT

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS
 COUNTY OF TAZWELL

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) KERRY MARTIN BEING DULY SWORN, DEPOSES AND SAYS THAT HE OR SHE IS (POSITION) PRESIDENT OF (COMPANY NAME) CAD CONSTRUCTION INC WHO IS THE CONTRACTOR FURNISHING GENERAL WORK/ ROOF REPLACEMENT WORK ON THE BUILDING LOCATED AT SCATTERED SITE REROOFING OWNED BY KNOX COUNTY HOUSING AUTHORITY

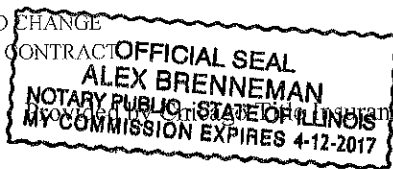
That the total amount of the contract including extras* is \$922,674.00 on which he or she has received payment of \$45,833.64 prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES AND ADDRESSES	WHAT FOR	CONTRACT PRICE INCLDG EXTRAS*	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
			0		
CAD CONSTRUCTION INC	LABOR	322002.00	28406.37	58,775.28	234,820.35
RP LUMBER	MATERIAL	279,072.00	17427.27	54258.86	207,385.87
STERLING COMMERCIAL ROOFING	LABOR	156600.00	0	0	156,600.00
CAD CONSTRUCTION INC	LABOR	165000.00	0	0	165,000.00
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE.		922,674.00	45,833.64	113,034.14	763,806.22

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

DATE 6/4/13 SIGNATURE [Signature]
 SUBSCRIBED AND SWORN TO BEFORE ME THIS 4th DAY OF June, 2013

*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT



[Signature]
 NOTARY PUBLIC

House Number	Type	Gutter Guard (LF)	Allowed Amount
CC 1558/1560	B	33	\$202.29
CC 1546/1548	B	73	\$447.49
CC 1550/1552	C	106	\$649.78
CC 1554/1556	A	141	\$864.33
CC 1566/1568	B	106	\$649.78
CC 1570/1572	B	73	\$447.49
CC 1574/1576	A	141	\$864.33
CC 1562/1564	A	141	\$864.33
CC 1553/1555	B	53	\$324.89
CC 1549/1551	C	33	\$202.29
CC 1545/1547	B	33	\$202.29
CC 1541/1543	A	141	\$864.33
CC 1557/1559	A	141	\$864.33
CC 1578/1580	AH	52	\$318.76
CC 1582/1584	B	33	\$202.29
CC 1586/1588	DS	88	\$539.44
CC 1590/1592	B	33	\$202.29
CC 1594/1596	A	90	\$551.70
CC 1501/1503	A		
CC 1505/1507	A		
CC 1509/1511	B		
CC 1513/1515	C		
CC 1517/1519	B		
CC 1537/1539	A		
CC 1533/1535	B		
CC 1529/1531	C		
CC 1525/1527	B		
CC 1521/1523	A		
CC 1577/1579	A		
CC 1573/1575	B		
CC 1569/1571	C		
CC 1565/1567	B		
CC 1561/1563	A		

CC 1597/1599	A		
CC 1593/1595	B		
CC 1589/1591	C		
CC 1585/1587	B		
CC 1598	1		
		1511	\$9,262.43

House Number	Type	Full Sheets	FT. ²	Extra Amount
CC 1558/1560	B	5	160	\$832.00
CC 1546/1548	B	10	320	\$1,664.00
CC 1550/1552	C	12	384	\$1,996.80
CC 1554/1556	A	14	448	\$2,329.60
CC 1566/1568	B	5	160	\$832.00
CC 1570/1572	B	0	0	\$0.00
CC 1574/1576	A	17	544	\$2,828.80
CC 1562/1564	A	11	352	\$1,830.40
CC 1553/1555	B	0	0	\$0.00
CC 1549/1551	C	4	128	\$665.60
CC 1545/1547	B	3	96	\$499.20
CC 1541/1543	A	4	128	\$665.60
CC 1557/1559	A	0	0	\$0.00
CC 1578/1580	AH	4	128	\$665.60
CC 1582/1584	B	0	0	\$0.00
CC 1586/1588	DS	0	0	\$0.00
CC 1590/1592	B	0	0	\$0.00
CC 1594/1596	A	5	160	\$832.00
CC 1501/1503	A	14	448	\$2,329.60
CC 1505/1507	A			
CC 1509/1511	B			
CC 1513/1515	C			
CC 1517/1519	B			
CC 1537/1539	A			
CC 1533/1535	B			
CC 1529/1531	C			
CC 1525/1527	B			
CC 1521/1523	A			
CC 1577/1579	A			
CC 1573/1575	B			
CC 1569/1571	C			
CC 1565/1567	B			
CC 1561/1563	A			

CAD Construction, Inc.

Cedar Creek Subdivision
Underlayment Extra

June 4, 2013

CC 1597/1599	A				
CC 1593/1595	B				
CC 1589/1591	C				
CC 1585/1587	B				
CC 1598	1				

Total as of 6/4/13: **\$17,971.20**