



**HOUSING FINANCE CORPORATION MEETING
MOUNTAIN CREEK RETIREMENT LIVING, MULTIPURPOSE
ROOM, 2305 CORN VALLEY ROAD
TUESDAY, OCTOBER 17, 2023 AT 11:30 AM**

AGENDA

The meeting will be held at Mountain Creek Retirement Living, 3rd Floor Community Room, 2305 Corn Valley Road, Grand Prairie, Texas. Citizens may speak for up to five minutes on any item on the agenda by completing and submitting a speaker card.

CALL TO ORDER

EXECUTIVE SESSION

The Housing Finance Corporation may conduct a closed session pursuant to Chapter 551, Subchapter D of the Government Code, V.T.C.A., to discuss any of the following:

- (1) *Section 551.071 "Consultation with Attorney"*
- (2) *Section 551.072 "Deliberation Regarding Real Property"*
- (3) *Section 551.074 "Personnel Matters"*
- (4) *Section 551.087 "Deliberations Regarding Economic Development Negotiations."*

The Housing Finance Corporation also reserves the right to discuss any agenda item in closed session when authorized by the above referenced provisions. Any final action will be taken during open session.

CALL TO ORDER

AGENDA ITEMS

1. REVIEW OF MEETING MINUTES: September 19, 2023
2. REVIEW OF FINANCIAL REPORTS: September 2023
3. REVIEW OF OPERATING ASSETS
4. Derby Park

Consideration and Approval of Resolution Authorizing the Grand Prairie Housing Finance Corporation to Work Cooperatively with CAF Capital Partners, LLC, or Its Affiliate, to Develop Derby Park Apartments, located at 606 Palace Parkway, Grand Prairie, Texas, by Negotiating and Entering into a Memorandum of Understanding Regarding the Project and Taking Other Actions as Necessary or Convenient Related to the Project

5. Viceroy at Central Park

Presentation by Coryell Collaborative Group with respect to Viceroy at Central Park, located at 2155 Arkansas Lane, Grand Prairie, Texas.

CITIZEN COMMENTS

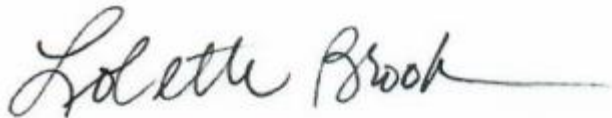
Citizens may speak during Citizen Comments for up to three minutes on any item not on the agenda by completing and submitting a speaker card.

ADJOURNMENT

The Housing Finance Corporation meeting is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-237-8040 or email (lrbrooks@gptx.org) at least three (3) business days prior to the scheduled meeting to request an accommodation.

Certification

In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Housing Finance Corporation meeting agenda was prepared and posted on October 13, 2023.



Lolette Brooks, Executive Assistant



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 10/17/2023

REQUESTER: Doug Jackson
Doug Jackson, CPM® of Jackson Consulting Company

PRESENTER:

TITLE: REVIEW OF MEETING MINUTES: September 19, 2023

RECOMMENDED ACTION:



Grand Prairie

HOUSING FINANCE CORPORATION

Minutes



GRAND PRAIRIE HOUSING
FINANCE CORPORATION

Mountain Creek Senior Living
Apartments
2305 Corn Valley Road
Grand Prairie, Texas

MINUTES OF MEETING

Tuesday, September 19, 2023 11:30 A.M. Multi-Purpose Room

CALL TO ORDER

Meeting was opened by President White at 11:40 a.m. Mr. Sean Jackson opened in prayer.

<u>BOARD MEMBERS PRESENT:</u>	<u>ATTENDANCE TYPE</u>	<u>CITY STAFF PRESENT:</u>	<u>ATTENDANCE TYPE</u>
Buddy White	In Person	Esther Coleman	In Person
Greg Giessner	In Person	Tiffany Bull	In Person
Zelda Freeman	Virtual		
Marshall Sutton	In Person	<u>Others Present:</u>	
		Doug Jackson	In Person
<u>BOARD MEMBERS ABSENT:</u>		Sean Jackson	In Person
Cole Humphreys		Donna McFarland	In Person
		Kent Lyon	Virtual
<u>HILLTOP SECURITIES PRESENT:</u>		<u>Coats Rose Present</u>	
Claire Merritt	In Person	Mattye Jones	In Person
		Ronald Bell	Virtual

EXECUTIVE SESSION

There was no Executive Session this month

Review of Financials

Marshall Sutton and Sean Jackson reviewed the finances for GPHFC, Willow Tree Apartments, Cotton Creek Apartments and Mountain Creek Retirement Living

MOTION TO APPROVE: Greg Giessner
Second by: Buddy White
Motion Carried: Yes

GPHFC Membership and Staff Seminar was held.

Discussions on Governance, Mission, Development Tools and Processes.

Matty Jones introduced Tiffany Bull, Deputy City Attorney, who then presented the 'Open Meetings Act'. Mattye Jones presented the remaining items

Citizens Comments:

There were none.

ADJOURNMENT

President White adjourned the Board Meeting at 1:34 p.m.

The foregoing minutes were approved on the date listed below.

Approved:	Approved:
By: _____	By: _____
Date: _____	Date: _____



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 10/17/2023

REQUESTER: Doug Jackson
Doug Jackson, CPM® of Jackson Consulting Company

PRESENTER:

TITLE: REVIEW OF FINANCIAL REPORTS: September 2023

RECOMMENDED ACTION:



Grand Prairie

HOUSING FINANCE CORPORATION

Financial

FINANCIAL REPORT OF CASH ASSETS

GRAND PRAIRIE
HOUSING FINANCE CORPORATION

September 30, 2023

CHECKING ACCOUNT - Susser Bank (formerly Affiliated Bank)

Beginning Balance @ 8-31-23		\$13,742.93
Receipts During Period:		
Transfer IN from MMDA	\$96,000.00	
Total Receipts		\$96,000.00
Disbursements During Period:		
NONE		
Total Disbursements		\$0.00
Ending Balance @ 9--30-2023	*	\$109,742.93

MONEY MARKET ACCOUNT - SUSSER BANK (formerly Affiliated Bank)	\$619,834.96
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GRAND TOTAL CASH ASSETS *	\$729,577.89
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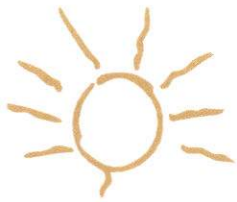
* Cash basis

OTHER ASSET : TEMPORARY LOAN TO Mtn. Creek Sr. Living (07/19)	\$31,000.00
Temporary Loan to Mtn. Creek Sr. Living (1/26/22)	\$29,072.33
Temporary Loan to Mtn. Creek Sr. Living (2/23/22)	\$30,000.00
Temporary Loan to Mtn. Creek Sr. Living (04/21/22)	\$40,000.00
Temporary Loan to Mtn. Creek Sr. Living (06/22/22)	\$112,000.00
Temporary Loan to Mtn. Creek Sr. Living (09/20/22)	\$133,000.00
Temporary Loan to Mtn. Creek Sr. Living (10/26/22)	\$30,000.00
Temporary Loan to Mtn. Creek Sr. Living (12/23/22)	\$100,000.00
Temporary Loan to Mtn. Creek Sr. Living (01/25/23)	\$110,000.00



Grand Prairie

HOUSING FINANCE CORPORATION



COTTON
CREEK



APARTMENTS

Cotton Creek Apartments PNL vs Budget							
	Sep 23	Budget	\$ Over Budget	Jan - Sep 23	YTD Budget	\$ Over Budget	Annual Budget
Income							
Rental Income							
4010000 · Gross Potential Rent	\$ (7,626.08)	\$ -	\$ (7,626.08)	\$ (79,830.82)	\$ -	\$ (79,830.82)	\$ -
4010100 · Gross Rental Income	\$ 146,920.00	\$ 146,920.00	\$ -	\$ 1,306,488.00	\$ 1,306,488.00	\$ -	\$ 1,747,248.00
4010110 · Loss to Old Leases	\$ -	\$ (0.30)	\$ 0.30	\$ (5.00)	\$ (45.00)	\$ 40.00	\$ (40.70)
4010120 · Loss to Vacancy	\$ (2,791.00)	\$ (1,241.29)	\$ (1,549.71)	\$ (35,298.90)	\$ (16,136.71)	\$ (19,162.19)	\$ (14,895.42)
4010127 · Loss to Discounts	\$ -	\$ -	\$ -	\$ (149.43)	\$ -	\$ -	\$ -
4010142 · EOM Delinquencies	\$ (4,236.00)	\$ (924.00)	\$ (3,312.00)	\$ (22,493.39)	\$ (8,316.00)	\$ (14,177.39)	\$ (11,088.00)
4010165 · Prior Prepays	\$ (599.08)	\$ -	\$ (599.08)	\$ (21,884.10)	\$ -	\$ (21,884.10)	\$ -
4010170 · Forfeited Deposits - Rent	\$ -	\$ -	\$ -	\$ (518.00)	\$ -	\$ (518.00)	\$ -
Total Rental Income	\$ 139,293.92	\$ 144,754.41	\$ (5,460.49)	\$ 1,226,139.18	\$ 1,281,990.29	\$ (55,851.11)	\$ 1,721,223.88
Other Income							
4320001 · Forfeited Deposits-General	\$ -	\$ 12.50	\$ (12.50)	\$ 298.00	\$ 112.50	\$ 185.50	\$ 150.00
4320002 · Forfeited Deposits-Rent	\$ -	\$ 18.75	\$ (18.75)	\$ 1,226.00	\$ 168.75	\$ 1,057.25	\$ 225.00
4320003 · Forfeited Deposits-Cing Chrgs	\$ 75.00	\$ 33.33	\$ 41.67	\$ 775.00	\$ 299.97	\$ 475.03	\$ 399.96
4380012 · Vending Machines	\$ -	\$ 4.17	\$ (4.17)	\$ -	\$ 37.53	\$ (37.53)	\$ 50.04
4380013 · Cleaning Fee	\$ 25.00	\$ 33.33	\$ (8.33)	\$ 355.00	\$ 299.97	\$ 55.03	\$ 399.96
4380014 · Previous Delinquent Rents	\$ 1,630.00	\$ 1,250.00	\$ 380.00	\$ 17,763.14	\$ 11,250.00	\$ 6,513.14	\$ 15,000.00
4380015 · Prepaid Rent	\$ 676.10	\$ 500.00	\$ 176.10	\$ 12,634.72	\$ 4,500.00	\$ 8,134.72	\$ 6,000.00
4380016 · General	\$ -	\$ -	\$ -	\$ 214.00	\$ -	\$ 214.00	\$ -
4380024 · Late Rent Fees	\$ 276.00	\$ 175.00	\$ 101.00	\$ 2,700.92	\$ 1,575.00	\$ 1,125.92	\$ 2,100.00
4380056 · Damage Payments	\$ 128.50	\$ 125.00	\$ 3.50	\$ 3,162.92	\$ 1,125.00	\$ 2,037.92	\$ 1,500.00
Total Other Income	\$ 2,810.60	\$ 2,152.08	\$ 658.52	\$ 39,129.70	\$ 19,368.72	\$ 19,760.98	\$ 25,824.96
Total Income	\$ 142,104.52	\$ 146,906.49	\$ (4,801.97)	\$ 1,265,268.88	\$ 1,301,359.01	\$ (36,090.13)	\$ 1,747,048.84
Expense							
Salaries							
5000000 · General Manager	\$ 3,244.40	\$ 3,194.40	\$ 50.00	\$ 31,413.94	\$ 30,346.80	\$ 1,067.14	\$ 41,527.20
5010001 · Property Manager	\$ 6,190.08	\$ 3,846.40	\$ 2,343.68	\$ 42,474.72	\$ 36,540.80	\$ 5,933.92	\$ 50,003.20
5010008 · Assistant Manager	\$ 3,200.00	\$ 2,495.08	\$ 704.92	\$ 29,696.25	\$ 24,950.80	\$ 4,745.45	\$ 32,436.04
5020001 · Admin Support	\$ 5,640.80	\$ 5,209.90	\$ 430.90	\$ 50,679.29	\$ 50,179.02	\$ 500.27	\$ 67,728.72
5030001 · Lead Maintenance	\$ 7,789.01	\$ 8,992.00	\$ (1,202.99)	\$ 73,516.33	\$ 85,424.00	\$ (11,907.67)	\$ 116,896.00
5030006 · Asst. Maintenance	\$ 8,349.46	\$ 6,218.28	\$ 2,131.18	\$ 134,112.38	\$ 59,073.66	\$ 75,038.72	\$ 80,496.50
5200000 · Related Exp-Gen Manager	\$ 654.19	\$ 894.43	\$ (240.24)	\$ 5,829.91	\$ 8,497.09	\$ (2,667.18)	\$ 11,627.60
5200101 · Related Exp-Manager	\$ 1,518.31	\$ 1,076.99	\$ 441.32	\$ 13,219.27	\$ 10,231.41	\$ 2,987.86	\$ 14,000.88
5200108 · Related Exp-Asst Mngt	\$ 511.32	\$ 1,082.19	\$ (570.87)	\$ 5,898.25	\$ 10,821.91	\$ (4,923.66)	\$ 14,068.48
5200202 · Related Exp-Admin Support	\$ 807.69	\$ 1,836.80	\$ (1,029.11)	\$ 7,781.16	\$ 17,449.60	\$ (9,668.44)	\$ 23,878.40
5200301 · Related Exp - Lead Maintenance	\$ 1,322.61	\$ 1,532.16	\$ (209.55)	\$ 14,324.29	\$ 14,555.52	\$ (231.23)	\$ 19,918.08
5200306 · Related Exp-Asst Maintenance	\$ 1,968.66	\$ 1,965.12	\$ 3.54	\$ 24,135.74	\$ 18,668.64	\$ 5,467.10	\$ 25,451.04
Total Salaries	\$ 41,196.53	\$ 38,343.75	\$ 2,852.78	\$ 433,081.53	\$ 366,739.25	\$ 66,342.28	\$ 498,032.14

**Cotton Creek Apartments
PNL vs Budget**

Advertising & Promotions									
6010002 · Promotions	\$ 815.10	\$ 250.00	\$ 565.10	\$ 6,563.82	\$ 2,250.00	\$ 4,313.82	\$ 3,000.00		
6010023 · Signs	\$ -	\$ 125.00	\$ (125.00)	\$ -	\$ 1,575.00	\$ (1,575.00)	\$ 2,050.00		
Total Advertising & Promotions	\$ 815.10	\$ 375.00	\$ 440.10	\$ 6,563.82	\$ 3,825.00	\$ 2,738.82	\$ 5,050.00		
Community Services									
6010010 · Resident Activities	\$ 500.00	\$ 600.00	\$ (100.00)	\$ 4,500.00	\$ 5,400.00	\$ (900.00)	\$ 7,200.00		
Total Community Services	\$ 500.00	\$ 600.00	\$ (100.00)	\$ 4,500.00	\$ 5,400.00	\$ (900.00)	\$ 7,200.00		
Maintenance									
6100001 · Plumbing	\$ 2,885.88	\$ 1,850.00	\$ 1,035.88	\$ 11,517.58	\$ 16,650.00	\$ (5,132.42)	\$ 22,200.00		
6100002 · HVAC	\$ 3,257.43	\$ 1,500.00	\$ 1,757.43	\$ 12,298.00	\$ 13,500.00	\$ (1,202.00)	\$ 18,000.00		
6100003 · Electrical	\$ 290.45	\$ 500.00	\$ (209.55)	\$ 3,670.99	\$ 4,500.00	\$ (829.01)	\$ 6,000.00		
6100006 · Window Coverings	\$ -	\$ -	\$ -	\$ 575.20	\$ -	\$ 575.20	\$ -		
6100007 · Landscaping	\$ -	\$ 5,500.00	\$ (5,500.00)	\$ 43,291.43	\$ 49,500.00	\$ (6,208.57)	\$ 66,000.00		
6100009 · Appliances	\$ -	\$ 300.00	\$ (300.00)	\$ 4,179.17	\$ 2,700.00	\$ 1,479.17	\$ 3,600.00		
6100010 · Roof	\$ -	\$ 400.00	\$ (400.00)	\$ 1,181.12	\$ 3,600.00	\$ (2,418.88)	\$ 4,800.00		
6100012 · Exterminating	\$ -	\$ 2,626.00	\$ (2,626.00)	\$ 9,907.63	\$ 23,634.00	\$ (13,726.37)	\$ 31,512.00		
6100013 · Uniforms	\$ -	\$ 300.00	\$ (300.00)	\$ -	\$ 3,400.00	\$ (3,400.00)	\$ 4,300.00		
6100014 · Painting	\$ 1,233.75	\$ 900.00	\$ 333.75	\$ 6,803.28	\$ 8,100.00	\$ (1,296.72)	\$ 10,800.00		
6100016 · Vehicle Expense	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00		
6100017 · Irrigation System Repair	\$ -	\$ 400.00	\$ (400.00)	\$ 816.30	\$ 3,600.00	\$ (2,783.70)	\$ 4,800.00		
6100018 · Office/Common Areas	\$ -	\$ -	\$ -	\$ -	\$ 150.00	\$ (150.00)	\$ 200.00		
6100019 · General Maintenance	\$ 401.74	\$ 700.00	\$ (298.26)	\$ 10,466.82	\$ 6,300.00	\$ 4,166.82	\$ 8,400.00		
6100023 · Contract Cleaning	\$ 160.00	\$ 50.00	\$ 110.00	\$ 610.00	\$ 450.00	\$ 160.00	\$ 600.00		
6100025 · Fire Ext./Smoke Alarms	\$ -	\$ 125.00	\$ (125.00)	\$ 1,314.36	\$ 1,125.00	\$ 189.36	\$ 1,500.00		
6100027 · Lock & Keys	\$ (10.00)	\$ 100.00	\$ (110.00)	\$ 1,087.04	\$ 900.00	\$ 187.04	\$ 1,200.00		
6100028 · Light Bulbs & Ballasts	\$ -	\$ 400.00	\$ (400.00)	\$ 1,499.74	\$ 3,600.00	\$ (2,100.26)	\$ 4,800.00		
6100029 · Parking Lot, Sidewalk, Street	\$ -	\$ 20.00	\$ (20.00)	\$ 375.58	\$ 180.00	\$ 195.58	\$ 240.00		
6100030 · Contract Labor	\$ -	\$ 100.00	\$ (100.00)	\$ -	\$ 900.00	\$ (900.00)	\$ 1,200.00		
6100031 · Equip. Repair	\$ -	\$ 75.00	\$ (75.00)	\$ 254.50	\$ 675.00	\$ (420.50)	\$ 900.00		
6100032 · Glass Repair	\$ -	\$ 400.00	\$ (400.00)	\$ 448.42	\$ 3,600.00	\$ (3,151.58)	\$ 4,800.00		
6100033 · Cleaning Supplies	\$ 104.70	\$ 150.00	\$ (45.30)	\$ 398.13	\$ 1,350.00	\$ (951.87)	\$ 1,800.00		
6100035 · Interior Repairs	\$ 2,895.00	\$ 1,000.00	\$ 1,895.00	\$ 7,773.16	\$ 9,000.00	\$ (1,226.84)	\$ 12,000.00		
6100036 · Exterior Repairs	\$ -	\$ 500.00	\$ (500.00)	\$ 1,507.04	\$ 4,500.00	\$ (2,992.96)	\$ 6,000.00		
6100038 · Snow/Ice Removal	\$ -	\$ -	\$ -	\$ 195.00	\$ 50.00	\$ 145.00	\$ 50.00		
6100039 · Carpet Cleaning	\$ -	\$ 75.00	\$ (75.00)	\$ 1,230.00	\$ 675.00	\$ 555.00	\$ 900.00		
6100044 · Carpet Repairs	\$ -	\$ 50.00	\$ (50.00)	\$ 343.36	\$ 450.00	\$ (106.64)	\$ 600.00		
6100047 · Light Fixtures	\$ -	\$ 150.00	\$ (150.00)	\$ 655.23	\$ 1,350.00	\$ (694.77)	\$ 1,800.00		
6100066 · Countertops Repair	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00		
Total Maintenance	\$ 11,218.95	\$ 18,246.00	\$ (7,027.05)	\$ 122,399.08	\$ 165,114.00	\$ (42,714.92)	\$ 219,902.00		
Administrative									

**Cotton Creek Apartments
PNL vs Budget**

7110001 · Office Supplies	\$ 851.69	\$ 400.00	\$ 451.69	\$ 3,350.81	\$ 3,600.00	\$ (249.19)	\$ 4,800.00
7110002 · Postage	\$ -	\$ 15.00	\$ (15.00)	\$ 152.41	\$ 135.00	\$ 17.41	\$ 180.00
7110003 · Professional Fees	\$ 9,568.46	\$ 1,600.00	\$ 7,968.46	\$ 23,430.75	\$ 14,400.00	\$ 9,030.75	\$ 19,200.00
7110004 · Management Fees	\$ 7,105.23	\$ 7,345.32	\$ (240.09)	\$ 63,315.24	\$ 65,067.95	\$ (1,752.71)	\$ 87,352.44
7110006 · Security Patrol	\$ 945.00	\$ 650.00	\$ 295.00	\$ 8,055.00	\$ 5,850.00	\$ 2,205.00	\$ 7,800.00
7110007 · Telephone/Pagers	\$ 2,331.45	\$ 1,200.00	\$ 1,131.45	\$ 14,045.22	\$ 10,800.00	\$ 3,245.22	\$ 14,400.00
7110008 · Answering Service	\$ -	\$ 275.00	\$ (275.00)	\$ 1,975.09	\$ 2,475.00	\$ (499.91)	\$ 3,300.00
7110009 · Bookkeeping Expense	\$ -	\$ 9,500.00	\$ (9,500.00)	\$ -	\$ 28,500.00	\$ (28,500.00)	\$ 38,000.00
7110010 · General	\$ 472.07	\$ 800.00	\$ (327.93)	\$ 5,769.36	\$ 7,200.00	\$ (1,430.64)	\$ 9,600.00
7110011 · Credit Verifications	\$ 5,230.79	\$ 600.00	\$ 4,630.79	\$ 17,261.56	\$ 5,400.00	\$ 11,861.56	\$ 7,200.00
7110015 · Employee Training	\$ 1,918.80	\$ 200.00	\$ 1,718.80	\$ 2,745.55	\$ 1,950.00	\$ 795.55	\$ 2,600.00
7110017 · Office Uniforms	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ (1,000.00)	\$ 1,000.00
7110018 · Contract Labor	\$ -	\$ 200.00	\$ (200.00)	\$ -	\$ 1,800.00	\$ (1,800.00)	\$ 2,400.00
7110019 · Recruiting Expense	\$ 57.57	\$ 1,200.00	\$ (1,142.43)	\$ 115.13	\$ 10,800.00	\$ (10,684.87)	\$ 14,400.00
7110020 · Automotive	\$ 30.80	\$ 40.00	\$ (9.20)	\$ 445.61	\$ 360.00	\$ 85.61	\$ 480.00
7110021 · Printing & Duplicating	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
7110027 · Business License	\$ -	\$ -	\$ -	\$ 1,411.20	\$ 1,800.00	\$ (388.80)	\$ 1,800.00
7110028 · Dues & Subscriptions	\$ 157.50	\$ -	\$ 157.50	\$ 1,280.80	\$ 1,775.00	\$ (494.20)	\$ 1,775.00
7110032 · Leased Equip & Supplies	\$ 1,039.03	\$ 1,400.00	\$ (360.97)	\$ 1,663.23	\$ 12,600.00	\$ (10,936.77)	\$ 16,800.00
7110033 · Intrusion Alarm	\$ 34.95	\$ 150.00	\$ (115.05)	\$ 932.93	\$ 1,350.00	\$ (417.07)	\$ 1,800.00
7110035 · Computer Software	\$ 1,223.75	\$ 1,400.00	\$ (176.25)	\$ 9,706.77	\$ 11,800.00	\$ (2,093.23)	\$ 15,600.00
7110044 · Banking Costs	\$ 160.00	\$ -	\$ 160.00	\$ 440.00	\$ -	\$ 440.00	\$ -
7110052 · Computer Equip/Supplies	\$ 149.05	\$ 400.00	\$ (250.95)	\$ 382.83	\$ 3,600.00	\$ (3,217.17)	\$ 4,800.00
7110054 · Computer Maintenance	\$ 791.14	\$ 1,000.00	\$ (208.86)	\$ 8,049.66	\$ 9,000.00	\$ (950.34)	\$ 12,000.00
7110060 · Equipment Repairs	\$ 1,760.00	\$ 25.00	\$ 1,735.00	\$ 1,760.00	\$ 225.00	\$ 1,535.00	\$ 300.00
Total Administrative	\$ 33,827.28	\$ 28,425.32	\$ 5,401.96	\$ 166,289.15	\$ 201,712.95	\$ (35,423.80)	\$ 267,887.44
Utilities							
7150001 · Electricity	\$ -	\$ 12,000.00	\$ (12,000.00)	\$ 57,759.84	\$ 70,500.00	\$ (12,740.16)	\$ 96,500.00
7150003 · Gas	\$ 2,266.60	\$ 3,800.00	\$ (1,533.40)	\$ 35,118.55	\$ 47,125.00	\$ (12,006.45)	\$ 59,625.00
7150004 · Water	\$ 21,371.89	\$ 18,500.00	\$ 2,871.89	\$ 168,821.10	\$ 173,000.00	\$ (4,178.90)	\$ 224,000.00
7150011 · Trash Removal	\$ 1,975.86	\$ 1,677.58	\$ 298.28	\$ 18,134.56	\$ 15,098.64	\$ 3,035.92	\$ 20,131.38
Total Utilities	\$ 25,614.35	\$ 35,977.58	\$ (10,363.23)	\$ 279,834.05	\$ 305,723.64	\$ (25,889.59)	\$ 400,256.38
Insurance							
7170001 · Insurance Premiums	\$ 8,530.37	\$ 8,530.37	\$ -	\$ 77,343.80	\$ 76,773.33	\$ 570.47	\$ 104,773.33
Total Insurance	\$ 8,530.37	\$ 8,530.37	\$ -	\$ 77,343.80	\$ 76,773.33	\$ 570.47	\$ 104,773.33
Debt Service							
8000001 · Learning Center	\$ 5,597.13	\$ 5,597.13	\$ -	\$ 50,374.17	\$ 50,374.17	\$ -	\$ 67,165.56
Total Debt Service	\$ 5,597.13	\$ 5,597.13	\$ -	\$ 50,374.17	\$ 50,374.17	\$ -	\$ 67,165.56
Total Expense	\$ 127,299.71	\$ 136,095.15	\$ (8,795.44)	\$ 1,140,385.60	\$ 1,175,662.34	\$ (35,276.74)	\$ 1,570,266.85
Net Income	\$ 14,804.81	\$ 10,811.34	\$ 3,993.47	\$ 124,883.28	\$ 125,695.67	\$ (813.39)	\$ 176,781.99

Cotton Creek
Balance Sheet

Sep 30, 23

ASSETS

Current Assets

Checking/Savings

1010075 · Susser Bank Operating A/C	\$	5,681.89
1010076 · Susser Sec Dep Escrow	\$	29,391.54
1010077 · Susser Residual Receipts	\$	125.00
1010078 · Susser Replacement Reserve	\$	65,079.65
1012001 · Petty Cash - Dina Gibson	\$	500.00
1012002 · Petty Cash - Moises Serrato	\$	500.00
1011000 · WT/CC Rehab A/C Prior Year	\$	48,542.53

Total Checking/Savings \$ 149,820.61

Other Current Assets

1014999 · Prepaid Insurance	\$	16,105.90
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Total Other Current Assets \$ 16,105.90

Total Current Assets \$ 165,926.51

Fixed Assets

1512000 · Accum Depreciation	\$	(2,603,261.30)
1511000 · Bldgs & Improvements	\$	4,844,061.05
1510000 · Land	\$	431,230.00

Real Estate Owned at Cost

1510619 · Building Improvement	\$	2,805.00
1511601 · Building Improvement - 2	\$	3,185.92
1511801 · Building Improvement - 3	\$	95.00

Total Real Estate Owned at Cost \$ 6,085.92

Total Fixed Assets \$ 2,678,115.67

TOTAL ASSETS \$ 2,844,042.18

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities		
2000006 · Accrued Utilities	\$	41,053.80
2000995 · Accrued Admin Svs Fee	\$	7,826.63
2000999 · Accrued Owner Fee	\$	46,752.45
2000005 · Accounts Payable	\$	7,851.23
2090055 · Unclaimed Property	\$	348.17
2700002 · Tenants Security Deposits	\$	26,684.50
Total Other Current Liabilities	\$	130,516.78

Total Current Liabilities \$ 130,516.78

Long Term Liabilities

2800000 · LT N/P - Learning Center	\$	866,601.46
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Total Long Term Liabilities \$ 866,601.46

Total Liabilities \$ 997,118.24

Equity

3000 · Opening Bal Equity	\$	579,056.00
3100 · Owner Equity	\$	(213,428.11)
3900 · Retained Earnings	\$	1,355,376.77

Net Income \$ 125,919.28

Total Equity \$ 1,846,923.94

TOTAL LIABILITIES & EQUITY \$ 2,844,042.18



Grand Prairie

HOUSING FINANCE CORPORATION



WILLOW TREE

APARTMENTS

	Sep 23	Budget	\$ Over Budget	Jan - Sep 23	YTD Budget	\$ Over Budget	Annual Budget
Income							
Rental Income							
4010000 · Gross Market Rent	\$ (21,901.10)			\$ (176,879.06)			
4010100 · Tenant Rental Income	\$ 181,286.00	\$ 186,376.00	\$ (5,090.00)	\$ 1,615,643.33	\$ 1,657,300.00	\$ (41,656.67)	\$ 2,216,428.00
4010110 · Loss to Old Leases	\$ 1,717.00	\$ (678.00)	\$ 2,395.00	\$ 8,750.00	\$ (6,498.00)	\$ 15,248.00	\$ (8,448.00)
4010120 · Loss to Vacancy	\$ (10,135.00)	\$ (4,111.24)	\$ (6,023.76)	\$ (38,026.00)	\$ (55,895.95)	\$ 17,869.95	\$ (43,562.24)
4010122 · Employee Apartments	\$ (2,107.00)	\$ (2,063.00)	\$ (44.00)	\$ (18,963.00)	\$ (18,567.00)	\$ (396.00)	\$ (24,756.00)
4010127 · Loss to Discounts	\$ (6,179.01)	\$ (8,368.00)	\$ 2,188.99	\$ (55,598.04)	\$ (73,062.00)	\$ 17,463.96	
4010130 · Loss to Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (100,866.00)
4010142 · EOM Delinquencies	\$ (2,546.00)	\$ (2,693.00)	\$ 147.00	\$ (47,097.21)	\$ (24,237.00)	\$ (22,860.21)	\$ (32,316.00)
4010165 · Prior Prepays	\$ (2,651.09)	\$ -	\$ (2,651.09)	\$ (24,334.81)	\$ -	\$ (24,334.81)	\$ -
Total Rental Income	\$ 159,384.90	\$ 168,462.76	\$ (9,077.86)	\$ 1,440,374.27	\$ 1,479,040.05	\$ (38,665.78)	\$ 2,006,479.76
Other Income							
4320001 · Forfeited Deposits - General	\$ -	\$ 1.00	\$ (1.00)	\$ (323.39)	\$ 9.00	\$ (332.39)	\$ 12.00
4320002 · Forfeited Deposits - Rent	\$ -	\$ 66.67	\$ (66.67)	\$ 586.00	\$ 600.03	\$ (14.03)	\$ 800.04
4320003 · Forfeited Deposits-Cing Chrgs	\$ 178.00	\$ 25.00	\$ 153.00	\$ 722.50	\$ 225.00	\$ 497.50	\$ 300.00
4380012 · Vending Machines	\$ -	\$ 6.25	\$ (6.25)	\$ 200.86	\$ 56.25	\$ 144.61	\$ 75.00
4380013 · Cleaning Fees	\$ -	\$ 16.67	\$ (16.67)	\$ 194.00	\$ 150.03	\$ 43.97	\$ 200.04
4380014 · Previous Delinquent Rent	\$ 6,984.10	\$ 2,750.00	\$ 4,234.10	\$ 41,372.27	\$ 24,750.00	\$ 16,622.27	\$ 33,000.00
4380015 · Prepaid Rent	\$ 3,076.31	\$ 2,916.67	\$ 159.64	\$ 24,410.22	\$ 26,250.03	\$ (1,839.81)	\$ 35,000.04
4380016 · General	\$ (259.00)	\$ 8.33	\$ (267.33)	\$ 4,211.04	\$ 74.97	\$ 4,136.07	\$ 99.96
4380019 · Laundry	\$ 515.94	\$ -	\$ 515.94	\$ 515.94	\$ -	\$ 515.94	\$ -
4380024 · Late Rent Fees	\$ 384.00	\$ 208.33	\$ 175.67	\$ 2,513.00	\$ 1,874.97	\$ 638.03	\$ 2,499.96
4380056 · Damage Fees	\$ 8.00	\$ 70.83	\$ (62.83)	\$ 581.00	\$ 637.47	\$ (56.47)	\$ 849.96
Total Other Income	\$ 10,887.35	\$ 6,069.75	\$ 4,817.60	\$ 74,983.44	\$ 54,627.75	\$ 20,355.69	\$ 72,837.00
Total Income	\$ 170,272.25	\$ 174,532.51	\$ (4,260.26)	\$ 1,515,357.71	\$ 1,533,667.80	\$ (18,310.09)	\$ 2,079,316.76
Expense							
Salaries							
5000000 · General Manager	\$ 3,244.40	\$ 3,194.40	\$ 50.00	\$ 32,989.06	\$ 30,346.80	\$ 2,642.26	\$ 41,527.20
5010001 · Property Manager	\$ 2,240.00	\$ 3,846.40	\$ (1,606.40)	\$ 42,068.80	\$ 36,540.80	\$ 5,528.00	\$ 50,003.20
5010008 · Assistant Manager	\$ 3,200.00	\$ 2,880.00	\$ 320.00	\$ 42,846.50	\$ 27,360.00	\$ 15,486.50	\$ 37,440.00
5020001 · Admin Support	\$ 7,116.72	\$ 2,970.98	\$ 4,145.74	\$ 55,880.47	\$ 29,056.02	\$ 26,824.45	\$ 39,454.46
5030001 · Lead Maintenance	\$ 5,619.88	\$ 4,800.00	\$ 819.88	\$ 78,496.06	\$ 45,600.00	\$ 32,896.06	\$ 62,400.00
5030006 · Asst. Maintenance	\$ 12,163.96	\$ 8,655.38	\$ 3,508.58	\$ 147,545.98	\$ 82,906.04	\$ 64,639.94	\$ 113,199.80
5200000 · Related Exp-Gen Manager	\$ 654.19	\$ 806.40	\$ (152.21)	\$ 5,851.54	\$ 7,660.80	\$ (1,809.26)	\$ 10,483.20
5200101 · Related Exp - Manager	\$ 349.92	\$ 1,971.42	\$ (1,621.50)	\$ 7,037.20	\$ 18,728.50	\$ (11,691.30)	\$ 25,628.48
5200108 · Related Exp- Asst Mngr	\$ 1,085.04	\$ 465.75	\$ 619.29	\$ 14,882.46	\$ 4,657.49	\$ 10,224.97	\$ 6,287.61
5200202 · Related Exp-Admin Support	\$ 1,185.86	\$ 1,710.13	\$ (524.27)	\$ 9,433.06	\$ 16,246.23	\$ (6,813.17)	\$ 22,231.68
5200301 · Related Exp-Lead Maintenance	\$ 1,003.61	\$ 380.80	\$ 622.81	\$ 19,698.57	\$ 3,808.00	\$ 15,890.57	\$ 5,140.80

5200306 - Related Exp-Asst Maintenance	\$ 2,793.73	\$ 2,042.71	\$ 751.02	\$ 29,682.01	\$ 19,405.74	\$ 10,276.27	\$ 26,499.20
5200315 - Related Exp-Porters/Housekeeper	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56.02
Total Salaries	\$ 40,657.31	\$ 33,724.37	\$ 6,932.94	\$ 486,411.71	\$ 322,316.42	\$ 164,095.29	\$ 440,351.65
Maintenance							
6100001 - Plumbing	\$ 2,843.54	\$ 1,500.00	\$ 1,343.54	\$ 10,172.04	\$ 13,500.00	\$ (3,327.96)	\$ 18,000.00
6100002 - HVAC	\$ 4,100.20	\$ 1,250.00	\$ 2,850.20	\$ 11,845.61	\$ 11,250.00	\$ 595.61	\$ 15,000.00
6100003 - Electrical	\$ 1,176.33	\$ 750.00	\$ 426.33	\$ 3,793.93	\$ 6,750.00	\$ (2,956.07)	\$ 9,000.00
6100007 - Landscaping	\$ 7,774.11	\$ 7,500.00	\$ 274.11	\$ 69,866.83	\$ 67,500.00	\$ 2,366.83	\$ 90,000.00
6100008 - Swimming Pool Service	\$ 1,062.50	\$ 400.00	\$ 662.50	\$ 9,902.38	\$ 3,600.00	\$ 6,302.38	\$ 4,800.00
6100009 - Appliances	\$ 1,008.25	\$ 350.00	\$ 658.25	\$ 6,198.17	\$ 3,150.00	\$ 3,048.17	\$ 4,200.00
6100010 - Roof	\$ -	\$ -	\$ -	\$ 1,350.00	\$ -	\$ 1,350.00	\$ -
6100012 - Exterminating	\$ -	\$ 550.00	\$ (550.00)	\$ 10,006.67	\$ 14,175.00	\$ (4,168.33)	\$ 18,900.00
6100013 - Uniforms	\$ -	\$ 300.00	\$ (300.00)	\$ -	\$ 2,700.00	\$ (2,700.00)	\$ 3,600.00
6100014 - Painting	\$ 197.70	\$ 500.00	\$ (302.30)	\$ 5,566.03	\$ 4,500.00	\$ 1,066.03	\$ 6,000.00
6100016 - Vehicle Expense	\$ -	\$ 50.00	\$ (50.00)	\$ 57.64	\$ 450.00	\$ (392.36)	\$ 600.00
6100017 - Irrigation System Repair	\$ 114.16	\$ 200.00	\$ (85.84)	\$ 395.25	\$ 1,800.00	\$ (1,404.75)	\$ 2,400.00
6100018 - Office/Common Areas	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00
6100019 - General Maintenance	\$ 1,151.78	\$ 900.00	\$ 251.78	\$ 5,384.14	\$ 6,900.00	\$ (1,515.86)	\$ 9,000.00
6100023 - Contract Cleaning	\$ -	\$ 40.00	\$ (40.00)	\$ 110.00	\$ 360.00	\$ (250.00)	\$ 480.00
6100025 - Fire Ext./Smoke Alarms	\$ 163.07	\$ 300.00	\$ (136.93)	\$ 700.42	\$ 2,700.00	\$ (1,999.58)	\$ 3,600.00
6100027 - Lock & Keys	\$ 37.88	\$ 75.00	\$ (37.12)	\$ 859.18	\$ 675.00	\$ 184.18	\$ 900.00
6100028 - Light Bulbs & Ballasts	\$ -	\$ 300.00	\$ (300.00)	\$ 1,313.82	\$ 2,700.00	\$ (1,386.18)	\$ 3,600.00
6100029 - Parking Lot/Sidewalks	\$ 600.00	\$ 50.00	\$ 550.00	\$ 1,928.96	\$ 450.00	\$ 1,478.96	\$ 600.00
6100030 - Contract Labor	\$ -	\$ 75.00	\$ (75.00)	\$ -	\$ 675.00	\$ (675.00)	\$ 900.00
6100031 - Equip. Repair	\$ -	\$ 150.00	\$ (150.00)	\$ 249.50	\$ 1,350.00	\$ (1,100.50)	\$ 1,800.00
6100032 - Glass Repair	\$ 287.34	\$ 175.00	\$ 112.34	\$ 1,204.05	\$ 1,575.00	\$ (370.95)	\$ 2,100.00
6100033 - Cleaning Supplies	\$ -	\$ 150.00	\$ (150.00)	\$ 509.33	\$ 1,350.00	\$ (840.67)	\$ 1,800.00
6100035 - Interior Repairs	\$ 241.15	\$ 2,800.00	\$ (2,558.85)	\$ 1,227.40	\$ 25,200.00	\$ (23,972.60)	\$ 33,600.00
6100036 - Exterior Repairs	\$ -	\$ 600.00	\$ (600.00)	\$ 2,961.80	\$ 5,400.00	\$ (2,438.20)	\$ 7,200.00
6100038 - Snow/Ice Removal	\$ -	\$ -	\$ -	\$ 195.00	\$ 150.00	\$ 45.00	\$ 250.00
6100039 - Carpet Cleaning	\$ -	\$ 200.00	\$ (200.00)	\$ 380.00	\$ 1,800.00	\$ (1,420.00)	\$ 2,400.00
6100044 - Carpet Repairs	\$ -	\$ 200.00	\$ (200.00)	\$ 57.88	\$ 1,800.00	\$ (1,742.12)	\$ 2,400.00
6100047 - Light Fixtures	\$ -	\$ 150.00	\$ (150.00)	\$ -	\$ 1,350.00	\$ (1,350.00)	\$ 1,800.00
6100048 - Pool Chemicals	\$ -	\$ 75.00	\$ (75.00)	\$ -	\$ 900.00	\$ (900.00)	\$ 900.00
Total Maintenance	\$ 20,758.01	\$ 19,640.00	\$ 1,118.01	\$ 146,236.03	\$ 185,160.00	\$ (38,923.97)	\$ 246,430.00
Advertising & Promotions							
6010002 - Promotions	\$ 651.69	\$ 250.00	\$ 401.69	\$ 7,001.53	\$ 2,250.00	\$ 4,751.53	\$ 3,000.00
6010023 - Signs	\$ -	\$ 150.00	\$ (150.00)	\$ -	\$ 1,350.00	\$ (1,350.00)	\$ 1,800.00
Total Advertising & Promotions	\$ 651.69	\$ 400.00	\$ 251.69	\$ 7,001.53	\$ 3,600.00	\$ 3,401.53	\$ 4,800.00
Administrative							

7110001 - Office Supplies	\$ 1,235.36	\$ 850.00	\$ 385.36	\$ 6,060.08	\$ 7,650.00	\$ (1,589.92)	\$ 10,200.00
7110002 - Postage	\$ 25.68	\$ 25.00	\$ 0.68	\$ 108.23	\$ 225.00	\$ (116.77)	\$ 300.00
7110003 - Professional Fees	\$ 1,229.00	\$ 2,000.00	\$ (771.00)	\$ 11,040.45	\$ 18,000.00	\$ (6,959.55)	\$ 24,000.00
7110004 - Management Fees	\$ 8,513.61	\$ 8,726.63	\$ (213.02)	\$ 75,666.13	\$ 76,683.40	\$ (1,017.27)	\$ 103,965.85
7110006 - Security Patrol	\$ 1,935.00	\$ 1,600.00	\$ 335.00	\$ 16,965.00	\$ 14,400.00	\$ 2,565.00	\$ 19,200.00
7110007 - Telephone/Pagers	\$ 747.13	\$ 1,300.00	\$ (552.87)	\$ 12,537.14	\$ 11,700.00	\$ 837.14	\$ 15,600.00
7110008 - Answering Service	\$ 199.55	\$ 250.00	\$ (50.45)	\$ 2,066.82	\$ 2,250.00	\$ (183.18)	\$ 3,000.00
7110010 - General	\$ 80.00	\$ 1,000.00	\$ (920.00)	\$ 3,730.91	\$ 9,000.00	\$ (5,269.09)	\$ 12,000.00
7110011 - Credit Verifications	\$ 7,209.88	\$ 650.00	\$ 6,559.88	\$ 23,145.76	\$ 5,850.00	\$ 17,295.76	\$ 7,800.00
7110015 - Employee Training	\$ 2,440.19	\$ 300.00	\$ 2,140.19	\$ 4,457.44	\$ 2,700.00	\$ 1,757.44	\$ 3,600.00
7110017 - Office Uniforms	\$ -	\$ 250.00	\$ (250.00)	\$ -	\$ 2,250.00	\$ (2,250.00)	\$ 3,000.00
7110018 - Contract Labor	\$ -	\$ 200.00	\$ (200.00)	\$ -	\$ 1,800.00	\$ (1,800.00)	\$ 2,400.00
7110019 - Recruiting Expense	\$ 70.35	\$ 150.00	\$ (79.65)	\$ 140.70	\$ 1,350.00	\$ (1,209.30)	\$ 1,800.00
7110020 - Automotive	\$ 10.61	\$ 1,000.00	\$ (989.39)	\$ 385.49	\$ 9,000.00	\$ (8,614.51)	\$ 12,000.00
7110021 - Printing & Duplicating	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00
7110027 - Business License	\$ -	\$ -	\$ -	\$ 25.00	\$ -	\$ 25.00	\$ -
7110028 - Dues & Subscriptions	\$ 192.50	\$ -	\$ 192.50	\$ 2,071.33	\$ 1,425.00	\$ 646.33	\$ 1,625.00
7110032 - Leased Equip & Supplies	\$ -	\$ 700.00	\$ (700.00)	\$ 496.00	\$ 6,300.00	\$ (5,804.00)	\$ 8,400.00
7110033 - Intrusion Alarm	\$ 68.91	\$ 75.00	\$ (6.09)	\$ 627.30	\$ 675.00	\$ (47.70)	\$ 900.00
7110035 - Computer Software	\$ 1,494.75	\$ 1,500.00	\$ (5.25)	\$ 12,958.38	\$ 13,500.00	\$ (541.62)	\$ 18,000.00
7110052 - Computer Equip/Supplies	\$ 182.18	\$ 500.00	\$ (317.82)	\$ 513.32	\$ 4,500.00	\$ (3,986.68)	\$ 6,000.00
7110054 - Computer Maintenance	\$ 1,289.92	\$ 1,000.00	\$ 289.92	\$ 11,318.51	\$ 9,000.00	\$ 2,318.51	\$ 12,000.00
7110060 - Equipment Repairs	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
Total Administrative	\$ 26,924.62	\$ 22,151.63	\$ 4,772.99	\$ 184,313.99	\$ 198,933.40	\$ (14,619.41)	\$ 266,690.85
Insurance							
7170001 - Insurance Premiums	\$ -	\$ 11,193.84	\$ (11,193.84)	\$ 86,887.28	\$ 100,744.56	\$ (13,857.28)	\$ 153,744.56
Total Insurance	\$ -	\$ 11,193.84	\$ (11,193.84)	\$ 86,887.28	\$ 100,744.56	\$ (13,857.28)	\$ 153,744.56
Debt Service							
8000001 - Learning Center	\$ 6,840.92	\$ 6,840.92	\$ -	\$ 61,568.28	\$ 61,568.28	\$ -	\$ 82,091.04
Total Debt Service	\$ 6,840.92	\$ 6,840.92	\$ -	\$ 61,568.28	\$ 61,568.28	\$ -	\$ 82,091.04
Community Services							
6010010 - Resident Activities	\$ -	\$ 600.00	\$ (600.00)	\$ 4,000.00	\$ 5,400.00	\$ (1,400.00)	\$ 7,200.00
Total Community Services	\$ -	\$ 600.00	\$ (600.00)	\$ 4,000.00	\$ 5,400.00	\$ (1,400.00)	\$ 7,200.00
Utilities							
7150001 - Electricity	\$ 15,835.20	\$ 15,000.00	\$ 835.20	\$ 130,794.70	\$ 122,300.00	\$ 8,494.70	\$ 163,800.00
7150004 - Water	\$ 22,503.17	\$ 18,500.00	\$ 4,003.17	\$ 170,636.81	\$ 163,500.00	\$ 7,136.81	\$ 215,500.00
7150011 - Trash Removal	\$ 1,959.61	\$ 1,650.00	\$ 309.61	\$ 17,923.31	\$ 14,850.00	\$ 3,073.31	\$ 19,800.00
Total Utilities	\$ 40,297.98	\$ 35,150.00	\$ 5,147.98	\$ 319,354.82	\$ 300,650.00	\$ 18,704.82	\$ 399,100.00
Total Expense	\$ 136,130.53	\$ 129,700.76	\$ 6,429.77	\$ 1,295,773.64	\$ 1,178,372.66	\$ 117,400.98	\$ 1,600,408.10
Net Income	\$ 34,141.72	\$ 44,831.75	\$ (10,690.03)	\$ 219,584.07	\$ 355,295.14	\$ (135,711.07)	\$ 478,908.66

Willow Tree
Balance Sheet

Sep 30, 23

ASSETS**Current Assets****Checking/Savings**

1010075 · Susser (Affiliated) Operating	\$ 25,373.96
1010076 · Susser (Affiliated) Sec Dep A/C	\$ 30,098.21
1010077 · Susser(Affiliated) Residual	\$ 125.00
1010078 · Susser (Affiliated) Repl Res	\$ 71,661.55
1011000 · WT/CC Rehab A/C Prior Year	\$ 58,938.63
1012001 · Petty Cash - Evaline Odhiambo	\$ 500.00
1012002 · Petty Cash - Moises Serrato	\$ 500.00

Total Checking/Savings \$ 187,197.35

Other Current Assets

1014999 · Prepaid Insurance	\$ 19,684.98
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Total Other Current Assets \$ 19,684.98

Total Current Assets \$ 206,882.33

Fixed Assets**Real Estate Owned at Cost**

1510401 · Building Improvement	\$ 120,687.00
1510501 · Building Improvement 2	\$ 2,635.00

Total Real Estate Owned at Cost \$ 123,322.00

1510000 · Land	\$ 606,830.00
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1511000 · Bldgs & Improvements	\$ 4,159,109.33
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1512000 · Accum Depreciation	\$ (2,162,060.78)
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Total Fixed Assets \$ 2,727,200.55

TOTAL ASSETS \$ 2,934,082.88

LIABILITIES & EQUITY**Liabilities****Current Liabilities****Other Current Liabilities**

2000005 · Accounts Payable	\$ 9,367.61
2000006 · Accrued Utilities	\$ 53,045.10
2000008 · Line of Credit Affiliated	\$ (434.80)
2000995 · Accrued Admin Svs Fee	\$ 8,121.84
2000999 · Accrued Owner Fee	\$ 55,311.83
2700002 · Tenants Security Deposits	\$ 28,340.33

Total Other Current Liabilities \$ 153,751.91

Total Current Liabilities \$ 153,751.91

Long Term Liabilities

2800000 · LT N/P - Learning Center	\$ 1,057,899.05
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Total Long Term Liabilities \$ 1,057,899.05

Total Liabilities \$ 1,211,650.96

Equity

3000 · Opening Bal Equity	\$ 808,987.00
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3100 · Owner Equity	\$ (1,134,795.77)
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3900 · Retained Earnings	\$ 1,830,266.62
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Net Income \$ 217,974.07

Total Equity \$ 1,722,431.92

TOTAL LIABILITIES & EQUITY \$ 2,934,082.88



Grand Prairie

HOUSING FINANCE CORPORATION

REHAB

 **COTTON CREEK** APARTMENTS

 **WILLOW TREE** APARTMENTS

	Rehab PNL	
	Sep 23	Jan - Sep 23
Income		
403 · Property Distributions	\$ 22,099.30	\$ 300,735.91
Total Income	\$ 22,099.30	\$ 300,735.91
Expense		
Administrative		
502 · Ownership Fee - Annual	\$ -	\$ 108,483.49
505 · General Administrative Expense	\$ -	\$ 0.06
Total Administrative	\$ -	\$ 108,483.55
Cotton Creek Apartments		
1690 · Appliances	\$ 2,193.40	\$ 11,149.52
1665 · Subfloor Replacement	\$ -	\$ 2,227.50
1660 · Office Rehab Replacement	\$ -	\$ 2,609.20
1645 · Interior Replacement	\$ 5,280.15	\$ 29,578.08
1640 · Exterior Replacement	\$ -	\$ 2,570.81
1615 · HVAC Replacement	\$ -	\$ 11,792.43
1635 · Roofing Replacements	\$ -	\$ 4,510.00
Total Cotton Creek Apartments	\$ 7,473.55	\$ 64,437.54
Learning Center		
206 · General	\$ -	\$ 8,320.41
250 · Reimb. Expenses	\$ 290.00	\$ (3,614.00)
Total Learning Center	\$ 290.00	\$ 4,706.41
Willow Tree Apartments		
1790 · Appliances	\$ -	\$ 8,818.70
1775 · Pavement Improvement	\$ -	\$ 4,455.00
1770 · CATV System Replacement	\$ -	\$ 1,072.50
1760 · Office Rehab Replacement	\$ -	\$ 1,260.60
1755 · Fence Replacement	\$ -	\$ 4,400.00
1745 · Interior Replacement	\$ 17,538.24	\$ 42,687.30
1740 · Exterior Replacement	\$ -	\$ 1,299.71
1720 · Computers & Equipment	\$ -	\$ 5,311.28
1715 · HVAC Replacement	\$ 1,630.40	\$ 15,733.46
1710 · Landscaping	\$ 978.92	\$ 978.92
1705 · Plumbing - Major	\$ -	\$ 22,118.80
Total Willow Tree Apartments	\$ 20,147.56	\$ 108,136.27
Total Expense	\$ 27,911.11	\$ 285,763.77
Net Income	\$ (5,811.81)	\$ 14,972.14



Grand Prairie

HOUSING FINANCE CORPORATION

Mountain  Creek
RETIREMENT LIVING

Mountain Creek
PNL vs Budget

	Sep 23	Budget	\$ Over Budget	Jan - Sep 23	YTD Budget	\$ Over Budget	Annual Budget
INCOME							
RENTAL INCOME							
4010000 - Gross Potential Rent	\$ (88,654.50)			\$ (923,838.99)			
4010100 - Gross Rental Income	\$ 265,500.00	\$ 283,890.00	\$ (18,390.00)	\$ 2,420,650.00	\$ 2,555,010.00	\$ (134,360.00)	\$ 3,406,680.00
4010110 - Loss to Old Leases	\$ 5,963.00	\$ (6,671.86)	\$ 12,634.86	\$ 52,031.88	\$ (68,108.01)	\$ 120,139.89	\$ (87,439.31)
4010116 - Discounts/Concessions	\$ (6,402.50)	\$ (736.83)	\$ (5,665.67)	\$ (61,831.85)	\$ (3,992.05)	\$ (57,839.80)	\$ (5,032.82)
4010120 - Loss to Vacancy	\$ (80,654.00)	\$ (50,367.58)	\$ (30,286.42)	\$ (862,916.00)	\$ (485,360.33)	\$ (377,555.67)	\$ (638,752.51)
4010122 - Employee Discounts	\$ (1,575.00)	\$ (2,185.11)	\$ 610.11	\$ (14,175.00)	\$ (19,665.99)	\$ 5,490.99	\$ (26,221.32)
4010142 - EOM Delinquent Rent	\$ (2,089.00)	\$ (517.00)	\$ (1,572.00)	\$ (2,526.00)	\$ (4,653.00)	\$ 2,127.00	\$ (6,204.00)
4010160 - Prior Month Prepays	\$ (3,897.00)	\$ -	\$ (3,897.00)	\$ (34,422.02)	\$ -	\$ (34,422.02)	\$ -
Total RENTAL INCOME	\$ 176,845.50	\$ 223,411.62	\$ (46,566.12)	\$ 1,496,811.01	\$ 1,973,230.62	\$ (476,419.61)	\$ 2,643,030.04
OTHER INCOME							
4320002 - Forfeited Deposits- Del. Rent	\$ -	\$ -	\$ -	\$ 1,599.00	\$ -	\$ 1,599.00	\$ -
4380013 - Cleaning Fees	\$ -	\$ 41.67	\$ (41.67)	\$ 50.00	\$ 375.03	\$ (325.03)	\$ 500.04
4380014 - Prior Delinquent Rent	\$ 1,199.00	\$ 625.00	\$ 574.00	\$ 9,975.01	\$ 5,625.00	\$ 4,350.01	\$ 7,500.00
4380015 - Prepaid Rents	\$ -	\$ 2,083.33	\$ (2,083.33)	\$ 9,578.16	\$ 18,749.97	\$ (9,171.81)	\$ 24,999.96
4380016 - General	\$ 1,068.00	\$ 41.67	\$ 1,026.33	\$ 5,199.67	\$ 375.03	\$ 4,824.64	\$ 500.04
4380017 - Month to Month Fees	\$ -	\$ -	\$ -	\$ 0.01	\$ -	\$ 0.01	\$ -
4380019 - Laundry	\$ 609.00	\$ 250.00	\$ 359.00	\$ 3,848.84	\$ 2,250.00	\$ 1,598.84	\$ 3,000.00
4380024 - Late Rent Fees	\$ 290.00	\$ -	\$ 290.00	\$ 360.00	\$ -	\$ 360.00	\$ -
4380025 - NSF Fees	\$ -	\$ 4.17	\$ (4.17)	\$ 50.00	\$ 37.53	\$ 12.47	\$ 50.04
4380056 - Resident Damage Income	\$ -	\$ 33.33	\$ (33.33)	\$ 335.00	\$ 299.97	\$ 35.03	\$ 399.96
4380057 - Lease Termination Fees	\$ -	\$ -	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -
4380070 - Pet Fees	\$ -	\$ 150.00	\$ (150.00)	\$ 2,200.00	\$ 1,350.00	\$ 850.00	\$ 1,800.00
4380080 - Beauty/Barber Income	\$ 300.00	\$ 300.00	\$ -	\$ 2,700.00	\$ 2,700.00	\$ -	\$ 3,600.00
4380081 - Community Fees	\$ 2,517.50	\$ 762.50	\$ 1,755.00	\$ 16,873.50	\$ 6,862.50	\$ 10,011.00	\$ 9,150.00
4380082 - Catering Fees	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00
4380083 - Meals - Employee	\$ 85.00	\$ 50.00	\$ 35.00	\$ 536.80	\$ 450.00	\$ 86.80	\$ 600.00
4380084 - Meals - Guests	\$ 526.00	\$ 191.67	\$ 334.33	\$ 2,789.00	\$ 1,725.03	\$ 1,063.97	\$ 2,300.04
4380085 - Gift Shop Income	\$ -	\$ 56.25	\$ (56.25)	\$ -	\$ 506.25	\$ (506.25)	\$ 675.00
4380086 - Parking	\$ 325.00	\$ 391.67	\$ (66.67)	\$ 3,250.00	\$ 3,525.03	\$ (275.03)	\$ 4,700.04
4380087 - Guest Room	\$ 300.00	\$ 100.00	\$ 200.00	\$ 2,800.00	\$ 900.00	\$ 1,900.00	\$ 1,200.00
4380088 - Additional Occupant	\$ 4,650.00	\$ 5,000.00	\$ (350.00)	\$ 29,868.84	\$ 45,000.00	\$ (15,131.16)	\$ 60,000.00
4380089 - Commercial Rent	\$ -	\$ 8.33	\$ (8.33)	\$ -	\$ 74.97	\$ (74.97)	\$ 99.96
4380090 - Room Service	\$ 20.00	\$ 83.33	\$ (63.33)	\$ 800.00	\$ 749.97	\$ 50.03	\$ 999.96
Total OTHER INCOME	\$ 11,889.50	\$ 10,222.92	\$ 1,666.58	\$ 93,313.83	\$ 92,006.28	\$ 1,307.55	\$ 122,675.04
Total INCOME	\$ 188,735.00	\$ 233,634.54	\$ (44,899.54)	\$ 1,590,124.84	\$ 2,065,236.90	\$ (475,112.06)	\$ 2,765,705.08
Expense							

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OPERATING EXPENSES

SALARIES

5010001 · Executive Director	\$ 5,798.09	\$ -	\$ 5,798.09	\$ 17,394.25	\$ -	\$ 17,394.25	\$ -
5010002 · Business Admin	\$ 1,701.25	\$ 3,422.77	\$ (1,721.52)	\$ 34,207.92	\$ 31,868.33	\$ 2,339.59	\$ 43,848.02
5010003 · Reception	\$ 13,356.31	\$ 9,173.03	\$ 4,183.28	\$ 151,115.26	\$ 85,995.75	\$ 65,119.51	\$ 118,101.35
5010004 · Activities	\$ -	\$ 3,576.79	\$ (3,576.79)	\$ 23,975.62	\$ 33,406.56	\$ (9,430.94)	\$ 45,925.33
5020001 · Drivers	\$ 2,994.75	\$ 3,080.49	\$ (85.74)	\$ 31,655.25	\$ 28,771.19	\$ 2,884.06	\$ 39,552.91
5030001 · Maint Technician	\$ 9,823.22	\$ 3,200.29	\$ 6,622.93	\$ 54,560.92	\$ 30,402.75	\$ 24,158.17	\$ 41,603.76
5030002 · Maintenance Manager	\$ 790.04	\$ -	\$ 790.04	\$ 4,001.00	\$ -	\$ 4,001.00	\$ -
5040001 · Housekeepers	\$ 8,223.60	\$ 8,217.55	\$ 6.05	\$ 81,642.57	\$ 77,572.66	\$ 4,069.91	\$ 106,334.09
5050001 · Food Director	\$ 4,627.22	\$ 4,949.32	\$ (322.10)	\$ 46,272.20	\$ 46,586.10	\$ (313.90)	\$ 63,908.73
5050002 · Cooks	\$ 6,629.94	\$ 6,071.26	\$ 558.68	\$ 61,721.43	\$ 57,676.97	\$ 4,044.46	\$ 79,016.10
5050003 · Servers	\$ 21,093.52	\$ 10,563.65	\$ 10,529.87	\$ 163,654.18	\$ 100,040.64	\$ 63,613.54	\$ 137,013.41
5050004 · Dishwasher	\$ 5,540.00	\$ 5,818.70	\$ (278.70)	\$ 36,034.83	\$ 54,472.71	\$ (18,437.88)	\$ 74,838.17
5060001 · Marketing Director	\$ 3,297.32	\$ 3,951.59	\$ (654.27)	\$ 37,304.47	\$ 37,540.10	\$ (235.63)	\$ 51,370.66
5060002 · Marketing Assistant	\$ -	\$ -	\$ -	\$ 680.00	\$ -	\$ 680.00	\$ -
5200001 · Exec Dir - Related Exp	\$ 874.61	\$ -	\$ 874.61	\$ 2,623.81	\$ -	\$ 2,623.81	\$ -
5200002 · Business Admin-Related Expense	\$ 268.11	\$ 1,197.97	\$ (929.86)	\$ 5,457.49	\$ 11,153.93	\$ (5,696.44)	\$ 15,346.82
5200003 · Reception-Related Exp	\$ 2,500.68	\$ 4,373.64	\$ (1,872.96)	\$ 15,880.58	\$ 41,215.81	\$ (25,335.23)	\$ 56,558.44
5200004 · Activities - Related Exp	\$ -	\$ 359.39	\$ (359.39)	\$ 4,190.83	\$ 3,325.21	\$ 865.62	\$ 4,582.78
5200202 · Driver - Related Exp	\$ 644.33	\$ 1,078.17	\$ (433.84)	\$ 7,187.60	\$ 10,069.91	\$ (2,882.31)	\$ 13,843.51
5200301 · Maint Tech-Related Exp	\$ 1,959.96	\$ -	\$ 1,959.96	\$ 11,336.05	\$ -	\$ 11,336.05	\$ -
5200302 · Maint Mngt Related Expense	\$ 126.36	\$ -	\$ 126.36	\$ 374.54	\$ -	\$ 374.54	\$ -
5200401 · Housekeeper-Related Exp	\$ 3,344.24	\$ 2,876.14	\$ 468.10	\$ 34,773.02	\$ 27,150.43	\$ 7,622.59	\$ 37,275.81
5200501 · Food Dir-Related Exp	\$ 1,247.86	\$ 1,732.26	\$ (484.40)	\$ 13,043.50	\$ 16,305.13	\$ (3,261.63)	\$ 22,368.05
5200502 · Cooks - Related Exp	\$ 1,744.51	\$ 2,124.94	\$ (380.43)	\$ 18,078.26	\$ 20,186.93	\$ (2,108.67)	\$ 27,655.62
5200503 · Servers-Related Exp	\$ 935.59	\$ 3,697.28	\$ (2,761.69)	\$ 24,659.04	\$ 34,951.45	\$ (10,292.41)	\$ 47,923.33
5200504 · Dishwasher- Related Exp	\$ 1,599.66	\$ 3,054.81	\$ (1,455.15)	\$ 12,926.28	\$ 28,546.28	\$ (15,620.00)	\$ 39,238.13
5200601 · Marketing Dir-Related Expense	\$ 543.86	\$ 1,383.06	\$ (839.20)	\$ 6,631.69	\$ 13,139.06	\$ (6,507.37)	\$ 17,979.76
5200602 · Marketing Asst. Related Exp	\$ -	\$ 1,120.10	\$ (1,120.10)	\$ -	\$ 10,640.95	\$ (10,640.95)	\$ 14,561.30
Total SALARIES	\$ 99,665.03	\$ 85,023.20	\$ 14,641.83	\$ 901,382.59	\$ 801,018.85	\$ 100,363.74	\$ 1,098,846.08

MARKETING

6020001 · Advertising	\$ 3,336.73	\$ 1,000.00	\$ 2,336.73	\$ 15,963.88	\$ 8,845.00	\$ 7,118.88	\$ 11,645.00
6020002 · Outreach	\$ -	\$ 250.00	\$ (250.00)	\$ 43.20	\$ 1,250.00	\$ (1,206.80)	\$ 1,500.00
6020003 · Events - Entertainment	\$ 372.50	\$ -	\$ 372.50	\$ 1,788.29	\$ 800.00	\$ 988.29	\$ 1,200.00
6020005 · Postage/Delivery	\$ -	\$ 100.00	\$ (100.00)	\$ -	\$ 900.00	\$ (900.00)	\$ 1,200.00
6020006 · Travel	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
6020007 · Supplies	\$ 29.77	\$ 50.00	\$ (20.23)	\$ 361.57	\$ 450.00	\$ (88.43)	\$ 600.00
6020008 · Referral Fees	\$ 2,750.00	\$ -	\$ 2,750.00	\$ 16,250.00	\$ 10,000.00	\$ 6,250.00	\$ 15,000.00
Total MARKETING	\$ 6,489.00	\$ 1,425.00	\$ 5,064.00	\$ 34,406.94	\$ 22,470.00	\$ 11,936.94	\$ 31,445.00

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ACTIVITIES

6030001 - Auto Expense	\$ 76.29	\$ 175.00	\$ (98.71)	\$ 1,294.45	\$ 1,575.00	\$ (280.55)	\$ 2,100.00
6030002 - Auto Expense - Gas	\$ 279.70	\$ 200.00	\$ 79.70	\$ 1,504.51	\$ 1,800.00	\$ (295.49)	\$ 2,400.00
6030003 - Entertainment	\$ 274.08	\$ 200.00	\$ 74.08	\$ 2,801.62	\$ 1,800.00	\$ 1,001.62	\$ 2,400.00
6030004 - Equipment Rental	\$ -	\$ -	\$ -	\$ 474.00	\$ 1,000.00	\$ (526.00)	\$ 1,475.00
6030005 - Events	\$ 813.57	\$ 400.00	\$ 413.57	\$ 3,204.29	\$ 3,600.00	\$ (395.71)	\$ 4,900.00
6030006 - Gift Shop	\$ -	\$ 125.00	\$ (125.00)	\$ -	\$ 1,125.00	\$ (1,125.00)	\$ 1,625.00
6030008 - Resident Services	\$ -	\$ 100.00	\$ (100.00)	\$ -	\$ 300.00	\$ (300.00)	\$ 400.00
6030009 - Supplies - Activity	\$ 586.51	\$ 150.00	\$ 436.51	\$ 4,046.74	\$ 1,375.00	\$ 2,671.74	\$ 1,975.00
Total ACTIVITIES	\$ 2,030.15	\$ 1,350.00	\$ 680.15	\$ 13,325.61	\$ 12,575.00	\$ 750.61	\$ 17,275.00

FOOD SERVICES

6040001 - Food	\$ 14,255.03	\$ 19,500.00	\$ (5,244.97)	\$ 156,623.68	\$ 175,500.00	\$ (18,876.32)	\$ 234,000.00
6040002 - Catering	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
6040003 - Equipment	\$ 1,484.17	\$ 500.00	\$ 984.17	\$ 7,235.60	\$ 4,500.00	\$ 2,735.60	\$ 6,000.00
6040005 - Linens	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
6040006 - Supplies - General	\$ 1,647.89	\$ 1,600.00	\$ 47.89	\$ 18,502.04	\$ 14,400.00	\$ 4,102.04	\$ 19,200.00
6040007 - Supplies - Cleaning	\$ 978.46	\$ 200.00	\$ 778.46	\$ 7,659.99	\$ 1,950.00	\$ 5,709.99	\$ 2,600.00
6040008 - Supplies - Glassware	\$ -	\$ -	\$ -	\$ 244.68	\$ -	\$ 244.68	\$ -
Total FOOD SERVICES	\$ 18,365.55	\$ 21,850.00	\$ (3,484.45)	\$ 190,265.99	\$ 196,800.00	\$ (6,534.01)	\$ 262,400.00

MAINTENANCE

6100001 - Plumbing	\$ 2,980.54	\$ 900.00	\$ 2,080.54	\$ 4,580.90	\$ 8,100.00	\$ (3,519.10)	\$ 10,800.00
6100002 - HVAC	\$ 2,756.16	\$ 250.00	\$ 2,506.16	\$ 12,280.26	\$ 2,250.00	\$ 10,030.26	\$ 3,000.00
6100003 - Electrical	\$ 198.58	\$ 100.00	\$ 98.58	\$ 864.52	\$ 900.00	\$ (35.48)	\$ 1,200.00
6100006 - Window Coverings	\$ -	\$ 100.00	\$ (100.00)	\$ -	\$ 900.00	\$ (900.00)	\$ 1,200.00
6100007 - Landscaping	\$ 750.00	\$ 3,630.00	\$ (2,880.00)	\$ 30,627.50	\$ 32,670.00	\$ (2,042.50)	\$ 43,560.00
6100008 - Elevator	\$ 808.50	\$ 1,000.00	\$ (191.50)	\$ 8,666.50	\$ 9,000.00	\$ (333.50)	\$ 12,000.00
6100009 - Appliances	\$ 583.10	\$ 250.00	\$ 333.10	\$ 1,413.19	\$ 2,250.00	\$ (836.81)	\$ 3,000.00
6100012 - Exterminating	\$ -	\$ 725.00	\$ (725.00)	\$ 6,498.00	\$ 6,525.00	\$ (27.00)	\$ 8,700.00
6100013 - Uniforms	\$ -	\$ -	\$ -	\$ 85.23	\$ -	\$ 85.23	\$ -
6100014 - Painting	\$ 59.85	\$ 450.00	\$ (390.15)	\$ 6,502.85	\$ 3,375.00	\$ 3,127.85	\$ 4,275.00
6100016 - Vehicle Expense	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
6100017 - Irrigation System	\$ -	\$ 200.00	\$ (200.00)	\$ 255.00	\$ 1,800.00	\$ (1,545.00)	\$ 2,400.00
6100018 - Office/Common Area	\$ -	\$ 15.00	\$ (15.00)	\$ -	\$ 135.00	\$ (135.00)	\$ 180.00
6100019 - General Maintenance	\$ -	\$ 500.00	\$ (500.00)	\$ 1,266.41	\$ 4,500.00	\$ (3,233.59)	\$ 6,000.00
6100025 - Fire Ext./Alarm	\$ 3,345.00	\$ 135.00	\$ 3,210.00	\$ 6,598.59	\$ 5,315.00	\$ 1,283.59	\$ 5,720.00
6100027 - Locks & Keys	\$ 1,441.03	\$ 25.00	\$ 1,416.03	\$ 1,455.59	\$ 225.00	\$ 1,230.59	\$ 300.00
6100028 - Light Bulbs & Ballasts	\$ -	\$ 150.00	\$ (150.00)	\$ 909.30	\$ 1,350.00	\$ (440.70)	\$ 1,800.00
6100029 - Parking Lot/Sidewalk	\$ -	\$ 10.00	\$ (10.00)	\$ -	\$ 90.00	\$ (90.00)	\$ 120.00
6100031 - Equipment Repair	\$ -	\$ 25.00	\$ (25.00)	\$ -	\$ 225.00	\$ (225.00)	\$ 300.00
6100032 - Glass Repair	\$ -	\$ 100.00	\$ (100.00)	\$ -	\$ 900.00	\$ (900.00)	\$ 1,200.00

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6100033 - Cleaning Supplies	\$ -	\$ 100.00	\$ (100.00)	\$ 20.00	\$ 900.00	\$ (880.00)	\$ 1,200.00
6100035 - Interior Repairs	\$ -	\$ 150.00	\$ (150.00)	\$ 350.27	\$ 1,125.00	\$ (774.73)	\$ 1,425.00
6100036 - Exterior Repairs	\$ -	\$ 100.00	\$ (100.00)	\$ 3,450.00	\$ 900.00	\$ 2,550.00	\$ 1,200.00
6100038 - Snow/Ice Removal	\$ -	\$ -	\$ -	\$ 195.00	\$ -	\$ 195.00	\$ -
6100039 - Carpet Cleaning	\$ -	\$ 120.00	\$ (120.00)	\$ 973.90	\$ 900.00	\$ 73.90	\$ 1,140.00
6100044 - Carpet Repair	\$ -	\$ 150.00	\$ (150.00)	\$ 1,100.00	\$ 1,125.00	\$ (25.00)	\$ 1,425.00
6100047 - Light Fixtures	\$ -	\$ 50.00	\$ (50.00)	\$ (206.64)	\$ 450.00	\$ (656.64)	\$ 600.00
6100066 - Purchased Services	\$ -	\$ 200.00	\$ (200.00)	\$ 225.00	\$ 1,800.00	\$ (1,575.00)	\$ 2,400.00
Total MAINTENANCE	\$ 12,922.76	\$ 9,460.00	\$ 3,462.76	\$ 88,111.37	\$ 87,935.00	\$ 176.37	\$ 115,445.00
HOUSEKEEPING							
6170002 - Supplies - Cleaning	\$ 35.44	\$ 525.00	\$ (489.56)	\$ 1,744.40	\$ 4,725.00	\$ (2,980.60)	\$ 6,300.00
6170003 - Supplies - Paper Products	\$ -	\$ 200.00	\$ (200.00)	\$ 498.61	\$ 1,800.00	\$ (1,301.39)	\$ 2,400.00
6170004 - Uniforms	\$ -	\$ -	\$ -	\$ 43.73	\$ 600.00	\$ (556.27)	\$ 600.00
Total HOUSEKEEPING	\$ 35.44	\$ 725.00	\$ (689.56)	\$ 2,286.74	\$ 7,125.00	\$ (4,838.26)	\$ 9,300.00
ADMINISTRATIVE							
7110001 - Office Supplies	\$ 645.03	\$ 100.00	\$ 545.03	\$ 2,531.13	\$ 900.00	\$ 1,631.13	\$ 1,200.00
7110002 - Postage	\$ -	\$ 10.00	\$ (10.00)	\$ -	\$ 90.00	\$ (90.00)	\$ 120.00
7110003 - Professional Fees	\$ -	\$ 200.00	\$ (200.00)	\$ 1,500.00	\$ 7,500.00	\$ (6,000.00)	\$ 8,100.00
7110006 - Management Fee	\$ 11,324.10	\$ 14,021.82	\$ (2,697.72)	\$ 95,400.93	\$ 123,947.97	\$ (28,547.04)	\$ 165,987.31
7110009 - Telephone & Pagers	\$ 2,604.84	\$ 2,000.00	\$ 604.84	\$ 15,542.30	\$ 18,000.00	\$ (2,457.70)	\$ 24,000.00
7110012 - General	\$ 1,129.10	\$ 300.00	\$ 829.10	\$ (2,617.92)	\$ 2,700.00	\$ (5,317.92)	\$ 3,600.00
7110015 - Credit Verifications	\$ -	\$ -	\$ -	\$ 830.59	\$ -	\$ 830.59	\$ -
7110018 - Employee Training	\$ -	\$ 100.00	\$ (100.00)	\$ 399.00	\$ 900.00	\$ (501.00)	\$ 1,200.00
7110021 - Recruiting Expense	\$ -	\$ 50.00	\$ (50.00)	\$ 2,127.56	\$ 450.00	\$ 1,677.56	\$ 600.00
7110024 - Automotive	\$ 72.65	\$ -	\$ 72.65	\$ 531.48	\$ -	\$ 531.48	\$ -
7110027 - Printing & Duplicating	\$ -	\$ 75.00	\$ (75.00)	\$ 895.19	\$ 675.00	\$ 220.19	\$ 900.00
7110032 - Business License/ Permits	\$ -	\$ -	\$ -	\$ 75.00	\$ 2,500.00	\$ (2,425.00)	\$ 2,500.00
7110033 - Due & Subscriptions	\$ -	\$ -	\$ -	\$ 594.93	\$ 750.00	\$ (155.07)	\$ 750.00
7110035 - Leased Equip & Supplies	\$ -	\$ 936.00	\$ (936.00)	\$ 1,855.86	\$ 8,424.00	\$ (6,568.14)	\$ 11,232.00
7110052 - Computer Software	\$ -	\$ 600.00	\$ (600.00)	\$ 8,322.69	\$ 5,400.00	\$ 2,922.69	\$ 7,200.00
7110054 - Banking Costs	\$ -	\$ -	\$ -	\$ 20.00	\$ -	\$ 20.00	\$ -
7110060 - Computer Equip/Supplies	\$ -	\$ 100.00	\$ (100.00)	\$ 1,717.16	\$ 900.00	\$ 817.16	\$ 1,200.00
7110070 - Computer Maintenance	\$ 346.18	\$ 450.00	\$ (103.82)	\$ 7,693.90	\$ 4,050.00	\$ 3,643.90	\$ 5,400.00
7110080 - Equipment Repair	\$ -	\$ -	\$ -	\$ -	\$ 300.00	\$ (300.00)	\$ 300.00
Total ADMINISTRATIVE	\$ 16,121.90	\$ 18,942.82	\$ (2,820.92)	\$ 137,419.80	\$ 177,486.97	\$ (40,067.17)	\$ 234,289.31
UTILITIES							
7150001 - Electricity	\$ -	\$ 7,890.00	\$ (7,890.00)	\$ 61,515.99	\$ 65,364.34	\$ (3,848.35)	\$ 84,885.34
7150003 - Gas	\$ 598.58	\$ 523.00	\$ 75.58	\$ 6,171.36	\$ 5,926.00	\$ 245.36	\$ 7,861.00
7150004 - Water	\$ 4,713.91	\$ 3,500.00	\$ 1,213.91	\$ 34,434.77	\$ 30,600.00	\$ 3,834.77	\$ 41,800.00
7150011 - Trash Collection	\$ 959.64	\$ 798.62	\$ 161.02	\$ 8,734.26	\$ 7,187.58	\$ 1,546.68	\$ 9,583.44

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7150020 - Cable Television	\$ 1,690.65	\$ 1,800.00	\$ (109.35)	\$ 18,905.10	\$ 16,200.00	\$ 2,705.10	\$ 21,600.00
Total UTILITIES	\$ 7,962.78	\$ 14,511.62	\$ (6,548.84)	\$ 129,761.48	\$ 125,277.92	\$ 4,483.56	\$ 165,729.78
INSURANCE							
7170001 - Insurance Premiums	\$ -	\$ 13,805.97	\$ (13,805.97)	\$ 110,495.76	\$ 124,253.73	\$ (13,757.97)	\$ 165,671.64
Total INSURANCE	\$ -	\$ 13,805.97	\$ (13,805.97)	\$ 110,495.76	\$ 124,253.73	\$ (13,757.97)	\$ 165,671.64
Total OPERATING EXPENSES	\$ 163,592.61	\$ 167,093.61	\$ (3,501.00)	\$ 1,607,456.28	\$ 1,554,942.47	\$ 52,513.81	\$ 2,100,401.81
9010000 - Amortization Expense	\$ -	\$ -	\$ -	\$ 1,200.50	\$ -	\$ 1,200.50	\$ -
9000000 - Depreciation Expense	\$ -	\$ -	\$ -	\$ 33,373.58	\$ -	\$ 33,373.58	\$ -
REPLACEMENT ITEMS							
1703500 - Renovations 2023	\$ 617.31	\$ -	\$ 617.31	\$ 55,920.62	\$ -	\$ 55,920.62	\$ -
1704201 - Appliances	\$ -	\$ 500.00	\$ (500.00)	\$ 899.99	\$ 4,500.00	\$ (3,600.01)	\$ 6,000.00
1704302 - Carpet	\$ -	\$ 200.00	\$ (200.00)	\$ -	\$ 1,800.00	\$ (1,800.00)	\$ 2,400.00
1704303 - Resilient Coverings	\$ -	\$ 300.00	\$ (300.00)	\$ 435.00	\$ 2,700.00	\$ (2,265.00)	\$ 3,600.00
1707202 - HVAC	\$ -	\$ 300.00	\$ (300.00)	\$ 4,326.18	\$ 1,500.00	\$ 2,826.18	\$ 1,500.00
1704304 - HVAC-Replacement	\$ 1,789.00	\$ -	\$ 1,789.00	\$ 5,383.95	\$ -	\$ 5,383.95	\$ -
1704305 - Plumbing-Sinks	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00
1704313 - Lock,Keys,Dryer Vents	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00
1704316 - Light Fixtures/Interior	\$ -	\$ 150.00	\$ (150.00)	\$ 539.26	\$ 1,350.00	\$ (810.74)	\$ 1,800.00
1704317 - Light Fixtures/Exterior	\$ -	\$ 300.00	\$ (300.00)	\$ -	\$ 600.00	\$ (600.00)	\$ 600.00
1704320 - Mirrors	\$ -	\$ 10.00	\$ (10.00)	\$ -	\$ 90.00	\$ (90.00)	\$ 120.00
1704321 - Parking Lot Repairs & Stripping	\$ -	\$ 50.00	\$ (50.00)	\$ -	\$ 450.00	\$ (450.00)	\$ 600.00
1704335 - Signage	\$ -	\$ -	\$ -	\$ 3.68	\$ 250.00	\$ (246.32)	\$ 500.00
1704402 - Other Equip & Personal Prop	\$ -	\$ 250.00	\$ (250.00)	\$ 936.24	\$ 2,250.00	\$ (1,313.76)	\$ 3,000.00
Total REPLACEMENT ITEMS	\$ 2,406.31	\$ 2,160.00	\$ 246.31	\$ 68,444.92	\$ 16,390.00	\$ 52,054.92	\$ 21,320.00
DEBT SERVICE							
8000001 - Mortgage Principal	\$ -	\$ 30,000.00	\$ (30,000.00)	\$ -	\$ 259,999.98	\$ (259,999.98)	\$ 349,999.98
8000002 - Mortgage Interest	\$ -	\$ 36,747.92	\$ (36,747.92)	\$ -	\$ 337,318.74	\$ (337,318.74)	\$ 447,562.50
Total DEBT SERVICE	\$ -	\$ 66,747.92	\$ (66,747.92)	\$ -	\$ 597,318.72	\$ (597,318.72)	\$ 797,562.48
Total Expense	\$ 165,998.92	\$ 236,001.53	\$ (70,002.61)	\$ 1,710,475.28	\$ 2,168,651.19	\$ (458,175.91)	\$ 2,919,284.29
Net Ordinary Income	\$ 22,736.08	\$ (2,366.99)	\$ 25,103.07	\$ (120,350.44)	\$ (103,414.29)	\$ (16,936.15)	\$ (153,579.21)

Mountain Creek
Balance Sheet

Item 2.

Sep 30, 23

ASSETS

Current Assets

Checking/Savings

1010075 · Susser (Affiliated) Operating	\$	34,601.63
1010076 · Susser (Affiliated) Sec Dep A/C	\$	45,770.91
1010079 · Susser(Affiliated) Payroll A/C	\$	275.00
1013001 · Petty Cash Marketing Renee' L	\$	300.00
1014001 · Petty Cash Activities Debbie	\$	554.84
1015001 · Petty Cash Admin Ronnie Bailey	\$	500.00
1016001 · Petty Cash Food Rosa Castaneda	\$	500.00
1017001 · Petty Cash Stacey Kauppi	\$	500.00

Total Checking/Savings \$ 83,002.38

Other Current Assets

1110000 · Bond Funds held by Trustee		
1110030 · Bond Fund	\$	14,268.00
1110050 · Debt Service Reserve	\$	806,578.98
1110060 · Operating and Maintenance Reser	\$	2,059.01

Total 1110000 · Bond Funds held by Trustee \$ 822,905.99

1300000 · Prepaid Insurance \$ 21,683.95

Total Other Current Assets \$ 844,589.94

Total Current Assets \$ 927,592.32

Fixed Assets

1800000 · Bldg & Imp Acc Depreciation	\$	(7,268,872.65)
1700000 · Land	\$	574,790.55
1600000 · Building and Improvements	\$	12,048,029.38
1650000 · Equipment	\$	123,368.77

Total Fixed Assets \$ 5,477,316.05

Other Assets

1900000 · Bond Issue Costs	\$	338,553.62
1910000 · Bond Issue Cost Amortization	\$	(181,275.50)

Total Other Assets \$ 157,278.12

TOTAL ASSETS \$ 6,562,186.49

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2300000 · PPP Loan Due to JPC	\$	398,748.85
2000008 · Accrued Interest - Developer Lo	\$	757,066.52
2000007 · Accrued Interest Payable	\$	(263,025.00)
2000006 · Accrued Utilities	\$	12,181.90
2000005 · Accounts Payable	\$	183,373.28
2000010 · Due to GPHFC	\$	578,766.21
2700002 · Resident Security Deposits	\$	44,650.00

Total Other Current Liabilities \$ 1,711,761.76

Total Current Liabilities \$ 1,711,761.76

Long Term Liabilities

2100001 · Loan from GPHFC	\$	241,398.62
2000009 · Construction Draws Payable	\$	85,190.83
2100002 · Loan from Prior Management Comp	\$	253,792.21
2100003 · Developer Loan Payable	\$	500,000.00
2200000 · Revenue Bonds Payable	\$	10,895,000.00

Total Long Term Liabilities \$ 11,975,381.66

Total Liabilities \$ 13,687,143.42

Equity

32000 · Unrestricted Net Assets	\$	(1,099,736.32)
3100 · Owner Equity		
3200 · Owner Equity - Other	\$	34,474.92
3100 · Owner Equity - Other	\$	(5,882,365.13)

Total 3100 · Owner Equity \$ (5,847,890.21)

Net Income \$ (177,330.40)

Total Equity \$ (7,124,956.93)

TOTAL LIABILITIES & EQUITY \$ 6,562,186.49



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 10/17/2023

REQUESTER: Doug Jackson
Doug Jackson, CPM® of Jackson Consulting Company

PRESENTER:

TITLE: REVIEW OF OPERATING ASSETS

RECOMMENDED ACTION:



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 10/17/2023
REQUESTER: Doug Jackson
PRESENTER: Doug Jackson, CPM® of Jackson Consulting Company
TITLE: Derby Park

Consideration and Approval of Resolution Authorizing the Grand Prairie Housing Finance Corporation to Work Cooperatively with CAF Capital Partners, LLC, or Its Affiliate, to Develop Derby Park Apartments, located at 606 Palace Parkway, Grand Prairie, Texas, by Negotiating and Entering into a Memorandum of Understanding Regarding the Project and Taking Other Actions as Necessary or Convenient Related to the Project

RECOMMENDED ACTION:

GRAND PRAIRIE HOUSING FINANCE CORPORATION

RESOLUTION # _____

RESOLUTION AUTHORIZING THE GRAND PRAIRIE HOUSING FINANCE CORPORATION (THE "CORPORATION") TO (A) WORK COOPERATIVELY WITH CAF CAPITAL PARTNERS, LLC OR ITS AFFILIATE TO DEVELOP DERBY PARK APARTMENTS (THE "PROJECT") BY NEGOTIATING AND ENTERING INTO A MEMORANDUM OF UNDERSTANDING WITH REGARD TO THE PROJECT; AND (B) SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO CARRY OUT THIS RESOLUTION.

WHEREAS, the Corporation and CAF Capital Partners, LLC, a Texas limited liability company (“Developer”) desire to enter into a Memorandum of Understanding (the “MOU”), pursuant to which the Corporation and Developer will agree to work cooperatively to develop a 360-unit multifamily housing development for low-income persons located at 606 Palace Parkway in the City of Grand Prairie, Texas known as Derby Park Apartments (the “Project”);

WHEREAS, the Corporation has determined that the actions herein authorized are in furtherance of the purposes of the Corporation;

Now, therefore, the Board hereby adopts the following resolutions:

BE IT FURTHER RESOLVED, that the President of the Corporation and/or his/her designee (each an Executing Officer) is hereby authorized to do the following:

Negotiate, review, approve and execute the MOU and any and all documents the Executing Officer of the Corporation shall deem appropriate or necessary, and the approval of the MOU and any and all other documents herein described by the Executing Officer of the Corporation shall be conclusively evidenced by his/her execution and delivery thereof; and

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Corporation or his/her designee, in connection with the foregoing matters, are hereby ratified and confirmed as the valid actions of the Corporation, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Executing Officer or his/her designee, is hereby authorized and directed for and on behalf of, and as the act and deed of the Corporation, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the designee of the Executing Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Executing Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of the Corporation.

This resolution shall be in full force and effect from and upon its adoption.

PASSED this ____ day of _____, 2023.

ATTEST:

, CHAIR

, Secretary



**CITY OF GRAND PRAIRIE
COMMUNICATION**

MEETING DATE: 10/17/2023

REQUESTER: Doug Jackson
Doug Jackson, CPM® of Jackson Consulting Company

PRESENTER:

TITLE: Viceroy at Central Park

Presentation by Coryell Collaborative Group with respect to Viceroy at Central Park, located at 2155 Arkansas Lane, Grand Prairie, Texas.

RECOMMENDED ACTION:
