



AGENDA

Johnson City Development Authority Board Meeting

Friday, June 23, 2023 @ 8:00 AM
510 Bert St. Johnson City, TN 37604

1. CALL TO ORDER

- 1.1. Call to Order and Quorum Confirmation: 6/11 of Current Members Required
[Quorum Sheet for June 23, 2023](#)
- 1.2. Claim for Member Conflict of Interest
- 1.3. Additional Action Item to Agenda

2. ADOPTION OF MINUTES

- 2.1. ACTION: Review and Adoption of the Previous Regular JCDA Meeting Minutes
[JCDA Regular Board Meeting Minutes 05.22.2023](#)

3. COMMITTEE REPORTS

- 3.1. John Sevier Center Operations Report
[John Sevier Operations Report - June 2023](#)
- 3.2. John Sevier Center Disposition Report
[John Sevier Disposition Report - June 2023](#)
[ApprovalMemoTapestry6.1.23 from Tallal Shakarchi](#)
- 3.3. TIF Advisory Committee Report
[TIF Committee Report - June 2023](#)
- 3.4. Downtown Centre Report
[Downtown Centre Report - June 2023](#)
- 3.5. Human Resources Report
[Human Resources Report - June 2023](#)

- 3.6. Finance Committee Report
[Finance Committee Report - June 2023](#)

4. FINANCIAL STATEMENTS AND BUDGET ACTIONS

- 4.1. ACTION: Johnson City Development Authority General Operating Fund Financial Statement
[JCDA General Fund Financial Statements- May 2023](#)
- 4.2. ACTION: Johnson City Development Authority Tax Increment Financing (TIF) Special Fund Financial Statement
[JCDA TIF Special Fund Statements- May 2023](#)
- 4.3. ACTION: John Sevier Center Financials
[John Sevier Center Financial Statements - April 2023](#)
[John Sevier Center Financial Statements - May 2023](#)
- 4.4. ACTION: JCDA FY 23 Budget Amendment
[JCDA Amended Budget FY23 Summary](#)
- 4.5. ACTION: JCDA FY 2024 Budget Adoption
[JCDA Proposed FY24 Budget Summary](#)
- 4.6. ACTION: John Sevier Center FY 24 Budget Adoption
[John Sevier Center Budget Proposal FY24](#)

5. STAFF REPORTS

- 5.1. **Downtown Johnson City Foundation Report**
[Downtown Johnson City Foundation and Main Street Report June 2023](#)
- 5.2. **Executive Director's Report**

6. BOARD RECOMMENDATIONS TO CITY COMMISSION (3 SEATS)

- 6.1. Board Recommendations to City Commission for Three JCDA Commissioner Appointments
[City Commission Information on Appointments for Johnson City Development Authority](#)
[JCDA Commission Member Recommendation to City Commission June 2023](#)

7. CHAIR REPORT

Comments from the Chairman

8. ADJOURNMENT

1.1 Call to Order and Confirm Member Quorum

The Johnson City Development Authority (JCDA) consists of eleven active members with no vacant seats. A majority (6 of 11 voting members) is required for quorum in order to conduct business. *

**JCDA By-Laws: Section 23. Quorum*

June 23, 2023, Meeting

Member	Term Expires	Present	Not Present
Hank Carr, Chairman	June 30, 2025 (3 year term)		
Shannon Castillo, Vice Chairman	June 30, 2024 (2 year term)		
Seth Thomas, Treasurer	June 30, 2023 (1 year term)		
Ernest Campbell	June 30, 2024 (fulfill unexpired)		
VACANT SEAT	June 30, 2025		
County Commissioner Jodi Jones	County Commission Seat		
County Commissioner Freddie Malone	County Commission Seat		
City Commissioner Aaron Murphy	June 30, 2024 (2 year term)		
Jack Simpson	June 30, 2025 (3 year term)		
Robert Williams	June 30, 2023 (1 year term)		
Commissioner Joe Wise	City Commission Seat		
Patricia Oldham, AICP, TCEcD	Executive Director, non-voting		



Minutes
Johnson City Development Authority
Monday, May 22, 2023 @ 8:00 AM
510 Bert St. Johnson City, TN 37604

CALL TO ORDER

Call to Order and Quorum Confirmation: 6/11 of Current Members Required

The regular meeting of the Johnson City Development Authority was called to order at 8:05am by Chairman, Hank Carr. Chairman Carr confirmed the presence of a quorum.

Present: J. Simpson, S. Castillo, H. Carr, J. Jones, R. Williams, E. Campbell, and P. Oldham (non-voting).

Absent: J. Fickley, S. Thomas, F. Malone, A. Murphy, and J. Wise.

JCDA Staff Present: D. McIntosh, Finance Manager and S. Leonard, Administrative Coordinator to the Executive Director.

Others present: R. Trivette, Assistant City Manager

Claim for Member Conflict of Interest

None

Additional Action Item to Agenda

None

ADOPTION OF MINUTES

ACTION: Review and Adoption of the Previous Regular JCDA Meeting Minutes

There was a motion by **Commissioner Jack Simpson** to approve the April 28, 2023 meeting minutes. The motion was seconded by **Vice-Chair Shannon Castillo**.

COMMITTEE REPORTS

John Sevier Center Operations Report

We continue to receive positive reports from LHP concerning security presence at the center.

LHP in preparation for a possible REAC inspection conducted under NSPIRE protocols is planning for capital expenditures in the draft budget for fiscal year 2024 that would address updates needed to pass inspection. These items include common area carpet, changing doorknobs to keyed doorknobs on units, and installing French drains in the basement.

All documents related to the mark up to market have been signed and submitted. LHP and JCDA are now awaiting a response from HUD.

Commissioner Jodi Jones relayed some concerns she had received from a resident. Jones explained that General Manager Susan Charlton, was able to share all the formats residents have available to share any issues or concerns with LHP, in addition to meeting directly with the resident to address the concerns if the resident chooses to do so.

John Sevier Center Disposition Report

Executive Director, Patricia Oldham reported that staff, Chairman Hank Carr, and Vice-Chairman Shannon Castillo met with City Manager, Cathy Ball, and Director of Economic Development, Alicia Summers at the end of April to discuss the costs of operating the building, as noted in last month's board report. Ms. Oldham and Ms. Summers had an initial meeting May 9th and will continue to meet on a regular basis. A draft SharePoint has been created by Ms. Leonard to allow for shared documents and streamline communications between the City and the JCDA. This SharePoint is currently an internal project, but will soon be shared with the appropriate stakeholders.

Per Chairman Carr's direction, the collaborative committee is being formed to meet bi-monthly regarding the Request for Qualifications (RFQ) process to hire a development consultant for beneficial redevelopment of both the John Sevier and the Downtown Center anchor block, the use of parking at Downtown Centre, securing Downtown Centre, and seeking the best options for reusing the facility, both short and long term.

All efforts are to pursue returning the Downtown Centre to a revenue generating property for the JCDA, in addition to the redevelopment of the John Sevier Center on a schedule parallel with the disposition of the John Sevier Center and the transfer of the 8bb HUD vouchers to the new Tapestry project. The disposition is scheduled to begin in October of 2025.

JCDA has not had any further indication from Northeast State about their schedule or plans.

Downtown Centre/Parking Report

Chairman Hank Carr reported that leadership from the City is not concerned with the potential uses and leases of the Downtown Centre as the potential for the space is obvious whether that be for short term or long term leasing options.

Staff is conversing with the Harrell Group on a potential partnership between security at the John Sevier Center and the Downtown Centre. Harrell Group and Executive Director, Patricia Oldham, discussed the potential of two armed guards on each shift for both locations.

Commissioners are particularly dedicated to bridging the Downtown Centre and the John Sevier Center together. Chairman Hank Carr requested that staff work to build a committee that will be responsible for the redevelopment of the John Sevier Center and the Downtown Centre as a mutually beneficial development. The parking for the Johns Sevier, it was noted, would need to be provided by the Downtown Centre garage. The committee would be made up of individuals from the City of Johnson City, the JCDA, and various community partners to ensure a collaborative effort is made to redevelop the block in its entirety.

TIF Advisory Committee Report

The TIF Advisory Committee met on May 17, 2023. The Committee recommended to Staff that a maximum of \$75,000 be placed on TIF Facade Grant approvals each fiscal year in order to maintain the TIF Fund availability through 2029.

The TIF Advisory Committee recommended approval for two facade grant improvement project applications:

1. 212 East Main Street

Staff recommended the approval of the standard eligibility amount of \$5,000 for masonry repairs, as presented in the JCDA application and as approved by the Historic Zoning Commission. Additionally, per the applicant's request, staff recommends an additional \$5,000 more in funding due to the significant wall damage and the continued deterioration occurring at the wall's foundation. The total reimbursable grant would be for \$10,000.

Commissioner Earnest Campbell abstained from the vote.

The recommendation from staff was forwarded to the Board as a motion from the **TIF Advisory Committee**. The motion was seconded by **Commissioner Robert Williams**. The motion passed with five votes in favor and one abstention. Per *Robert's Rules of Order*, a quorum remains with six total voting members as an abstention counts as neither a yay or nay.

2. 205 and 207 East Main Street

Staff recommended approval of the request of \$10,000 for masonry repairs, painting, and door/window modifications to the primary facade of 205 and 207 East Main Street as presented in the JCDA application and as approved by Historic Zoning Commission.

Chairman Hank Carr requested that County Commissioner Jodi Jones repeat concerns that were brought to the TIF Advisory Committee regarding conflicts interest. County Commissioner Jones reiterated that she is pleased by the ways in which the Downtown Facade Improvement Grant Application and Program Guide has been advertised in an equitable manner and that we all needed to be aware of the potential for conflict of interest and the perception of how funds were allocated. County Commissioner Jones also noted that this project's intention is to improve the blight of downtown and improve/ contribute to the redevelopment of the district, and this project would further that intention.

The recommendation from Staff was forwarded to the Board as a motion from the **TIF Advisory Committee**. The motion was seconded by **Commissioner Jack Simpson**. The motion passed unanimously.

Human Resources Report - None

Finance Committee Report

Finance Manager, Daniel McIntosh reported a request from the JCDA Finance Committee to investigate the interest rates on all JCDA bank accounts. The Committee asked if it would be beneficial or necessary to change our financial accounts to ensured sweep types in regard to the total of our accounts exceeding the \$250,000 covered by the FDIC. Mr. McIntosh and Executive Director, Patricia Oldham, have requested a meeting of HomeTrust Bank in order to get more insight and information regarding this request.

As included in the agenda packet, the Johnson City Development Authority presented the proposed budget to the City of Johnson City with a total ask of \$480,000 for FY 2024. Assistant City Manager, Randy Trivette, noted that "there's an ask from everyone for a lot more". The difference in the total ask from the City and what was allotted to the Johnson City Development Authority was \$140,000 less than the proposed budget. The number from the City of Johnson City totaled \$340,000 for the JCDA FY 2024 budget.

Mr. Trivette also stated that the City is pursuing a 5% administrative fee of Tax Increment Fund allocation to be assessed by the Johnson City Development Authority (instead of the City as per previous practices). The City has agreed to allocate \$120,000 specifically for the John Sevier Center security in FY 2024.

FINANCIALS

Johnson City Development Authority General Operating Fund Financial Statement

County Commissioner Jodi Jones made the motion to adopt the JCDA General Fund Financial Statements. The motion was seconded by **Vice-Chairman and Commissioner Shannon Castillo**. The motion pass unanimously.

Johnson City Development Authority Tax Increment Financing (TIF) Special Fund Financial Statement

Commissioner Robert Williams made the motion to accept the JCDA TIF Special Revenue Fund Financial Statements. The motion was seconded by **County Commissioner Jodi Jones**. The motion passed unanimously.

John Sevier Center Financials

John Sevier Financial Statements were missing from the agenda packet for the month of April. Since Commissioners did not have time to review, these statements will be forwarded to the June 23, 2023 meeting along with the May 2023 statements and the FY24 proposed budget.

STAFF REPORTS

Main Street America Program Report, in conjunction with the Downtown Johnson City Foundation, Inc.

Executive Director, Patricia Oldham, introduced the Downtown Johnson City Foundation Report. Next, Sydni Leonard, Administrative Coordinator, outlined the success of the May the 4th Sip & Stroll event. Ms. Leonard reported that the event pre-sold 334 tickets and 44 at the event, for a total of 378 tickets sold. Total net sales were \$5,795.40, and net revenue was approximately \$2100. These funds will be funneled back into the Downtown community through support for events and initiatives that benefit merchants. Merchants provided great feedback and suggested a few changes, so we hope to make the next event even better.

Next, Ms. Leonard reported that many individuals have been working to ensure that Fridays After 5 is a success. Foundation Chairman, Tracy Johnson, has worked to secure seventeen total sponsorships for the event that total \$24,500. Road closures and the Special Event permit were approved by City Commission on May 18, 2023.

Ms. Oldham continued with the report, noting that The Downtown Johnson City Foundation had secured the 2023 Main Street Program Accreditation, allowing use of the Main Street America Logo and marketing materials for 2023 publications. This accreditation also authorizes use and access to training materials, benefitting merchants and board members. In addition to the accreditation, the Tennessee Main Street Director Nancy Williams and consultant Bridget Jones will be facilitating the Main Street Strategic Planning Training on May 24, 2023 from 11:30 to 2:00.

The emphasis will be on the purpose of the accreditation through Main Street Program, what the Downtown Foundation's mission can be, and how we can work together as community partners to advance the Johnson City downtown economic ecosystem and the built environment for available square footage and public space use. In preparation for this session, a survey was created by the State of TN and sent to a variety of individuals in the Downtown community. The results of this confidential survey will be analyzed and presented at the training. JCDA Board, Foundation Board, City Manager, Assistant City Manager, and numerous community partners have been invited to attend. Further information will be provided about the results in the June meeting.

CHAIR REPORT

Chairman Hank Carr requested a brief recess/adjournment of the meeting at 9:11am to allow Commissioners a break before beginning the Strategic Planning Work Session.

STRATEGIC PLANNING WORK SESSION

Chairman Hank Carr called the Strategic Planning Work Session meeting to order at 9:17am.

JCDA Strategic Objectives FY23 Discussion

Chairman Carr opened the Strategic Planning Session and asked Patricia Oldham to present the key targets for FY24 for review and discussion by the JCDA. Assistant City Manager Randy Trivette also was present to participate. Ms. Oldham provided background history on the financial and citizen commitments made in the early days of the city as an example choosing to invest in the future of Johnson City. During the presentation, she reviewed five key strategic items, below, as well as key action items necessary to accomplish the strategies. The following five strategic items were discussed:

1. Leverage TIF as an investment catalyst to redevelop downtown through public private partnerships and prioritized Target Areas

Chairman Hank Carr asked if the Johnson City Development Authority is using TIF to its fullest potential. Recommended that the Board consider whether or not they would consider allowing a request for TIF funds from anywhere within the Johnson City Municipal Limits.

2. Stabilize and Operate the John Sevier Center while JCDA/LHP Complete Housing Replacement Plan

3. Redevelop John Sevier Center into City Core Anchor Destination with adjacent Downtown Centre as Plan Component

Convene the committee to build a short and long term plan for the John Sevier Center and how the JCDA can leverage the JSC and Downtown Centre as one redevelopment area rather than two separate pieces. Assistant City Manager, Randy Trivette asked to be a member of this committee to remain engaged in the conversation surrounding the John Sevier and Downtown Centre redevelopment project(s).

4. Gain Parking and Revenue for Downtown Centre: Parking Access, Mixed Use Occupancy, & Tie the uses as supportive activity generators in relation to the John Sevier Redevelopment

Assistant City Manager, Randy Trivette stated that a parking study is being conducted by the City in FY 24. He noted that the City does not want the Johnson City Development Authority to participate in solving any parking problems with the exception of managing the Downtown Centre's Parking Garage.

5. Maintain the Downtown Johnson City Foundation, Inc. 501 (c)3 for non-profit, property acceptance, preservation credits, fundraising and capital development and other purposes.

Ms. Oldham noted during the presentation that the JCDA had been informed that the City of Johnson City will be taking over the Main Street Program and that the Downtown Johnson City Foundation, Inc (the JCDA 501c3) and the JCDA will not be responsible for the program after calendar year 2023. Mr. Trivette noted that as of January 1, the program would go to the City of Johnson City and that the JCDA would not be responsible for large events. However, the role of the Downtown Johnson City Foundation, Inc. is separate from the Main Street program, as that program has been housed at the JCDA and the Foundation

Agenda Item #2.2.1.

at different time. The Foundation's role isn't exclusively to run the Main Street Program, as it was created by the JCDA for additional purposes.

Additional remarks from the JCDA Commissioners included the following:

County Commissioner Jodi Jones- Thank you to Executive Director, Patricia Oldham for all of the work that you and other staff members have done for this organization over the past year. There is value to a group of citizens doing work for the community outside of the City doing things alone. It is more powerful for community members to work together than for the City to bring in all of the work. It is the job of the Commissioners of the JCDA to be the voice for the residents of the John Sevier Center.

Commissioner Robert Williams- Happy where we are now as opposed to a little over a year ago. It is time to laser focus on the John Sevier Center, its redevelopment, and its potential.

Vice Chair Shannon Castillo- Our strategic planning initiatives are goal oriented. Seeing the history of downtown, the John Sevier Center, and the Downtown Centre is inspiring and allows us to see the change that is possible. Ms. Castillo thanked Assistant City manager Randy Trivette for clearing up some of the questions that the Commissioners had for the leadership of the City. Vice Chair Castillo has asked for a meeting with the City Manager regarding concerns from Ms. Castillo's downtown business and her downtown colleagues regarding the camping ordinance, homelessness in Johnson City, and the impact on downtown merchants.

Commissioner Jack Simpson- Using these key initiatives to further the JCDA mission makes our impact more meaningful to the community. The JCDA cannot solve homelessness, it is an all-hands-on-deck approach that must be led by the City. Without changes to legislation, the redevelopment of the John Sevier Center will be more of a challenge.

Commissioner Earnest Campbell- We have allotted these major tasks for the JCDA in the coming years. This is a multi-faceted problem that we need to deal with as a whole. The City has to deal with homelessness in order for us to make an impact with the redevelopment of the John Sevier Center. This would help to guide us in the right direction.

Assistant City Manager Randy Trivette noted in closing that the City has listed homelessness as a pillar of strategic planning in looking toward FY24. They plan to address three key spaces: King Commons, the library, and public businesses.

ADJOURNMENT

Meeting adjourned at 10:12am by Chairman Hank Carr.

Chair:

Secretary:

These minutes were approved in an open meeting on __ day of __, ____.

Johnson City Development Authority
John Sevier Center Operations Report
June 2023

1. Water Leaks

Two significant plumbing leaks occurred in June in the building from cast iron drain lines. LHP has addressed both leaks with one leak requiring outside contractor assistance as it was located between floor sections and difficult to access.

2. Security Presence and Impact

Security presence continues to be a positive and needed part of operations.

3. Pest Control

In the month of June, a significant cost was incurred for pest control services. LHP building management contracted with a new pest control company to address an ongoing extermination effort. The initial treatment resulted in an increased cost of \$13,515.

4. Residents

Building management continues to work on ensuring the property is safe and compliant with leasing standards. LHP Management reports following all due diligence processes and does involve the Johnson City Police Department when necessary and also to trespass individuals that violate leasing or visitor standards. The use of cameras in common areas has been vital to the investigation of reported issues.

5. Mark Up to Market

LHP Management has high confidence that the mark up to market rate increase will be approved by HUD. The fiscal year 2024 proposed budget revenue has been increased to reflect this change.

6. Occupancy Rate

Occupancy rate ending May 2023 is at 99.1 %.

Johnson City Development Authority

John Sevier Center Disposition Report

June 2023

The John Sevier Center Project, Section 8 subsidized housing is targeting construction launch in the fourth quarter of 2023.

Per LHP, the U.S. Department of Housing and Urban Development **Fair Housing and Equal Opportunity**, Region IV, Atlanta, just **recommended approval** of the Section 8bb transfer request to move Section 8 vouchers from Project A, the John Sevier Center at 141 East Market Street to Project B, Tapestry at Roan Hill, 2165 South Roan Street, Johnson City, Tennessee.


- Early July 2023: Next, the **Office of Policy Development and Research** must recommend approval before it is sent to the national office HUD headquarters. That is anticipated to occur in early July 2023.
- Early July 2023: Ensure **submission** of the development approval package to HUD headquarters (LHP and JCDA tracking).
- Early September 2023: The HUD review then will take approximately sixty (60) days to review and then issue a decision letter on the **8bb voucher transfer**. That would be approximately by early September 2023.
- Early November 2023: **Financing** would be set for closing in early November
- Mid-November 2023: **Construction** would be set for mid-November with an assumed 24 month timeline.
- October/November 2025: Begin **moving** John Sevier Center residents
- The architects and engineers are working to prepare materials with LHP to submit the HUD 221d4 loan application.




U.S. Department of Housing and Urban Development
Office of Fair Housing and Equal Opportunity, Region IV
Five Points Plaza
40 Marietta Street
Atlanta, Georgia 30303-2806

June 1, 2023

MEMORANDUM FOR: Mark V. Sciallo, Chief Asset Resolution Branch, Office of Multifamily Housing, 4AEH

THROUGH: 
Staci Gilliam, Region IV Programs and Compliance Division
Director, Office of Fair Housing and Equal Opportunity, 4CES

FROM: 
Ashley Lowe, Programs & Compliance Director, MS/TN/SC
Region IV, Office of Fair Housing and Equal Opportunity, 4GES

SUBJECT: Site and Neighborhood Standards Review
Section 8bb Transfer of Assistance Application
Proposed for Existing Development
Site Locations: Project A: John Sevier Center
141 East Market Street
Johnson City, TN 37604

Project B: Tapestry at Roan Hill
2165 S. Roan Street,
Johnson City TN 37604

The Office of Fair Housing and Equal Opportunity (FHEO) conducted its analysis for low-income housing suitability, based on the Site and Neighborhood Standards (S&N) pursuant to 24 CFR 941.202 and 24 CFR 983.57. The Office of Multifamily Housing (MFH) submitted the request for FHEO to review any potential civil rights implications in the proposal to transfer one hundred and forty five (145) Section 8 Housing Assistance Payment (HAP) contract units from Project A, John Sevier Center located at 141 East Market Street, Johnson City, TN 37604 to Project B, Tapestry at Roan Hill, which will be new construction located at 2165 S. Roan Street, Johnson City, TN 37604.

FHEO reviewed the Site and Neighborhood Standards to ensure compliance and identify the impact of the proposed activities upon protected classes of persons under the Fair Housing Act, as amended, Title VI of the Civil Rights Act of 1964, E.O. 11063, Section 504 of the Rehabilitation Act of 1973, and other applicable civil rights laws. FHEO recommends **approval** of the Section 8bb transfer request based on the information below.

Background

On May 9, 2023, FHEO received the Office of Multifamily Housing's request for a Site and Neighborhoods Standards review for Project B's suitability to be transferred for civil rights compliance. The plan proposes transferring the Section 8 budget authority from the almost 100-year-old development at Project A (150 units) to Project B (145 units). The proposal calls for a five-unit reduction, as permitted in 8(bb) regulations in Section V.D Paragraph 3, which states the number of units supported by the budget authority should be substantially the same or within the lesser of five percent or five units. The reduction will be achieved before the tenants transfer to Project B through attrition so that no tenants are displaced. If five vacant units are not achieved at the time of the transition, the application also includes the provision of Tenant Protection Vouchers to allow tenants the option of selecting another location if they do not wish to move to Project B. The vouchers will also be made available if there are not enough units at the new property. Since the plan requires tenants to move, it includes a thorough tenant relocation proposal, which indicates that the owners will compensate tenants for reasonable out of pocket expenses incurred as a result of the relocation. The recipient also states that if a tenant is unable to transfer to Project B, the owner will assist tenants with locating housing off-site using a housing voucher.

Project B is a new construction development for elderly and disabled tenants. Project B will be comprised of spacious one-bedroom units and amenities and features that include access to a courtyard, a washer and dryer in the unit, energy efficient appliances, a dishwasher and microwave in the unit, an outdoor fireplace, raised garden beds, and a pet walking area. The site is 200 feet from the nearest public transportation and a 25-minute bus ride to downtown. It is accessible to social, recreational, educational, commercial, health facilities and services, and other municipal facilities and services that are at least equivalent to those typically found in neighborhoods consisting largely of unassisted, standard housing of similar market rents. Furthermore, in contrast to Project A, Project B is adjacent to a full-service grocery store.

The site is in the southeastern part of Johnson City, which is less than three miles from downtown Johnson City. The recipient certified that the development meets all applicable accessibility requirements, including, but not limited to, the accessibility requirements of the Fair Housing Act, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act. The recipient does not have any outstanding court orders, or FHEO letters of finding, and is not on the civil rights threshold list.

Recommendation

Based upon FHEO's review and analysis of the data compiled, the development of the subject property meets federal regulations and contributes to the goal of providing affordable housing, reduction of aging properties, improved living conditions, upgraded amenities, and economic opportunities for low-and moderate-income households. The tenant selection plan and affirmative fair housing marketing plan provided by the recipient does not appear to create an impediment to fair housing choice or the potential for housing discrimination.

Agenda Item #3.3.2.

FHEO acknowledges that the certification submitted for Project B complies with the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. FHEO notes that pursuant to 24 CFR 983.102, the development must meet program accessibility requirements of 24 CFR 983.102. The owner must ensure compliance with the accessibility requirements of Section 504 of the Rehabilitation Act (Section 504) and Title II of the Americans with Disabilities Act (ADA), as well as the design and construction requirements of the Fair Housing Act.

FHEO recommends approval of the proposed Section 8(bb) Transfer of Assistance to Project B, Tapestry at Roan Hill. As a reminder, Project B must comply with the Fair Housing Act accessibility requirements found at 24 CFR 100.205. The Act requires that both privately owned and publicly assisted housing, regardless of whether it is comprised of rental units or units for sale, must meet accessibility requirements when units are in a building of four or more units and built for first occupancy, after March 13, 1991.

Should you have any questions or need additional information, please contact Nadia Carlson, Equal Opportunity Specialist at (202) 422-0548, or by email at nadia.r.carlson@hud.gov.

Johnson City Development Authority
Tax Increment Fund Advisory Committee Report

June 2023

The Johnson City Development Authority TIF Advisory Committee did not meet in the month of June due to the lack of completed TIF applications. As a result, updates from prior meetings were provided electronically to TIF Advisory Committee members on June 9, 2023, as well as an electronic update to the entirety of the JCDA Board on June 2, 2023.

Per JCDA Board request, Staff sent the TIF project application packet to Mr. Jim Murphy for legal review on May 25, 2023. Mr. Murphy's comments were received by Staff on June 2, 2023, and the TIF Project Guidelines and Application were launched at www.icdatn.org/tif-project that same day.

Johnson City Development Authority

Downtown Centre Report

June 2023

The Johnson City Development Authority received a letter from Northeast State Community College, by certified mail, that they will be terminating the lease and exiting the building by August 31, 2023. Staff continues to maintain a regular working relationship with the Northeast State team responsible for daily operation, security, and the overall move from the building.

The committee will examine the Request for Qualifications (RFQ) process to hire a development consultant for beneficial redevelopment of both the John Sevier and the Downtown Center anchor block, the use of parking at Downtown Centre, securing Downtown Centre, and seeking the best options for reusing the facility, both short and long term. All efforts are to pursue returning the Downtown Centre to a revenue generating property for the JCDA, in addition to the redevelopment of the John Sevier Center on a schedule parallel with the disposition of the John Sevier Center and the transfer of the 8bb HUD vouchers to the new Tapestry project.

The meetings for the collaborative working committee will be held on the second and fourth Wednesdays, beginning June 28, 2023, with the time to be determined. Additional potential members are being contacted. During the May JCDA meeting, Assistant City Manager Randy Trivette asked to be included on the committee. Ms. Oldham also remains in contact with Alicia Summers, City of Johnson City's Economic Development Director.

Johnson City Development Authority

Human Resources Report

June 2023

The Executive Director would like to recognize the staff for recently attaining additional higher education.

Sydni Leonard was awarded a graduate level 12 credit hour certificate in E-Sport Management from East Tennessee State University Department of Sport, Exercise, Recreation, and Kinesiology, in addition to her existing undergraduate and graduate degrees.

Daniel McIntosh was awarded a 21 credit hour certificate in Accounting from Liberty University in addition to his existing undergraduate and graduate degrees.

Johnson City Development Authority

Finance Committee Report

June 2023

The JCDA Finance Committee convened at 12:30 PM on June 21, 2023, at the JCDA office, with Board of Director members Freddie Malone, Jack Simpson, Ernest Campbell, Executive Director Patricia “Tish” Oldham, Finance Manager Daniel McIntosh, and Administrative Coordinator, Sydni Leonard in attendance. Absent from the meeting were members Hank Carr and Seth Thomas.

Items reviewed included:

1. JCDA General Fund Financials
2. JCDA Special Reserve TIF Fund Financials
3. John Sevier Center Financials
4. Anticipated Costs for Downtown Centre starting September 2023
5. Bank Interest Rate Changes
6. John Sevier Proposed Budget
7. Amended Budget for Fiscal Year 2023
8. Proposed Budget for Fiscal Year 2024

The following is a summary of the meeting and review by the Finance Committee, as related to the JCDA meeting agenda items.

4.1.1 APPROVE MAY 2023 JCDA GENERAL FUND FINANCIALS

Summary / Action

The May 2023 JCDA General Fund Financials, as prepared by the David M Ellis Firm, Certified Public Accountants were reviewed by the Finance Committee with a unanimous recommendation to accept and forward to the JCDA for approval of the financial statement. (Motion Campbell/Simpson) Motion passed.

4.1.2 APPROVE MAY 2023 JCDA SPECIAL RESERVE TIF FUND FINANCIALS

Summary / Action

The May 2023 JCDA Special Reserve TIF Fund Financials, as prepared by the David M Ellis Firm, Certified Public Accountants, were reviewed by the Finance Committee with a unanimous recommendation to accept and forward to the JCDA for approval of the financial statement. (Motion Simpson/Campbell) Motion passed.

4.1.3 FORWARD MAY 2023 JOHN SEVIER CENTER FINANCIALS

Summary / Action

The May 2023 John Sevier Financials, prepared by LHP, were reviewed by the Finance Committee and forwarded to the JCDA for review subject to a call with LHP to clarify an expense recognition as recorded in the financials. (Motion Campbell/Simpson) Motion passed.

Additional discussion included:

- Staff are currently working to determine a more accurate assessment of the anticipated costs that will be incurred by the Downtown Centre when it becomes vacant on September 1, 2023. NeSCC operational staff have been very helpful in sharing information about utility and security system costs along with building specifications and allowing for tours of the facility. Examples of expected costs being assessed include the following: new security cameras with required IT support, security personnel cost, continued utilities, minimum building maintenance, fire prevention services, et al.
- Starting June 01, 2023, all money market accounts held with Home Trust Bank increased interest rates from 0.75% to 4.00% for the next six months. The bank also confirmed all funds held by the JCDA are collateralized through the State of Tennessee bank collateral pool. This collateralization covers all funds removing any concern about FDIC insurance limitations.
- Budget for the John Sevier Center for fiscal year 2024 was presented and discussed by committee. The fiscal year 2024 budget includes an increase in rent revenue tied to an anticipated mark up to market increase approval by HUD. An offsetting revenue of \$120,000 allocation from the City of Johnson City for security costs is also captured in other revenue. In expenses, contract services rose significantly due to changes in security, cable, and extermination services. Anticipated capital expense of \$255,000 is captured in the budget and the payback to JCDA is reduced from \$250,000 in FY23 to \$117,000 in FY24. Budgeted remaining cash balance for the John Sevier is \$41,860.
- The amended and balanced fiscal year 2023 budget reduced general operating expenditures to \$367,510 from the adopted \$459,501. TIF expenditures were reduced to \$772,658.58 from \$779,747.63 to match actuals with a positive TIF revenue of \$323,435.
- Fiscal year 2024 proposed budget contains \$372,350 of revenue comprised of \$340,000 of city allocation for general operating, \$30,000 from TIF administration assessment, \$2,000 from remaining NeSCC lease, and \$350 interest. Due to no increase in the city allocation staff have worked to cut all possible flexible costs and only increased salaries by half of 2023 cost of living adjustment. The TIF portion of FY24 budget reflects FY2023 revenue and expense and includes façade grant expense with increased legal fee expense.

DAVID M. ELLIS

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JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND

FINANCIAL STATEMENTS

For the Eleven Months Ended May 31, 2023

255 West Summer St.
Greeneville, Tennessee 37743
(423) 787-0855 - Fax (423) 639-0124

3865 Fort Henry Dr.
Kingsport, TN 37663
(423) 787-0855

**JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND
BALANCE SHEET
May 31, 2023**

ASSETS

Current Assets

Cash

HomeTrust Operating \$ 74,791

Home Trust Savings 105,229

Total Cash 180,020

Rental Security Deposits 600

Due to/From Other Funds 458,403

John Sevier Capital Repair Loan 176,534

Total Current Assets \$ 815,557

LIABILITIES

TIF Repayment \$ 13,606

Accounts Payable 2,069

Due to John Sevier Center Elevator Fund 14,400

Total Liabilities 30,075

FUND BALANCES

Unassigned 785,482

Total Fund Balances 785,482

Total Liabilities and Fund Balances \$ 815,557

**JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Eleven Months Ended May 31, 2023**

REVENUE

Operating Revenue - City of JC	\$	340,000	
Festival Allocation		15,000	
Lease Income - Downtown Centre		11,000	
Miscellaneous Income		162	
Interest Income		384	
Total Revenue			366,546

EXPENSE

Salaries	\$	179,697	
Office Rent		15,931	
Audit Fees		15,000	
Downtown Events Support		14,991	
Payroll Taxes		13,695	
Health Insurance		10,393	
Internet		9,350	
Accounting Fees		8,966	
Computer/IT Support		7,860	
Property Coverage		7,587	
Outside Contract Services		7,525	
Office Furnishings		5,097	
Directors and Officers Insurance		3,966	
Conference/Education		3,015	
Office Supplies		1,791	
Cell and Office Phones		1,490	
Flood Policy		1,460	
Payroll Service Fees		1,431	
Miscellaneous		1,125	
Retirement Contributions		875	
Bank Fees		810	
Worker's Compensation Insurance		397	
Memberships/Dues/Subscriptions		317	
Meals & Entertainment		294	
Marketing/Advertising		176	
Legal Fees		78	
Total Expenses			313,317

Excess (Deficiency) of Revenues Over (Under) Expenditures			53,229
Fund Balances, Beginning of Fiscal Year			732,253
Fund Balances, End of Eleven Months			\$ 785,482

**JOHNSON CITY DEVELOPMENT AUTHORITY
BUDGET TO ACTUAL
For the Eleven Months Ended May 31, 2023**

	May Actual	May Budget	March Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
REVENUE						
Operating Revenue - City of JC	\$ -	\$ -	\$ -	\$ 340,000	319,276	20,724
Festival Allocation	-	-	-	15,000	15,000	-
Lease Income - Downtown Centre	1,000	1,000	-	11,000	9,000	2,000
Miscellaneous Income	-	100	(100)	162	3,850	(3,688)
Interest Income	49	133	(84)	384	1,200	(816)
Total Revenue	1,049	1,233	(184)	366,546	348,326	18,220
EXPENSE						
Salaries	15,917	20,629	(4,712)	\$ 179,697	\$ 185,662	(5,965)
Office Rent	1,933	1,933	-	15,931	38,350	(22,419)
Audit Fees	-	-	-	15,000	15,300	(300)
Downtown Events Support	15,000	-	15,000	14,991	12,065	2,926
Payroll Taxes	1,226	1,700	(474)	13,695	10,500	3,195
Health Insurance	1,069	882	187	10,393	7,939	2,454
Internet	850	500	350	9,350	4,500	4,850
Accounting Fees	1,000	1,167	(167)	8,966	7,125	1,841
Computer/IT Support	89	541	(452)	7,860	6,000	1,860
Property Coverage	-	-	-	7,587	2,100	5,487
Outside Contract Services	25	2,000	(1,975)	7,525	7,500	25
Office Furnishings	-	-	-	5,097	600	4,497
Directors and Officers Insurance	-	-	-	3,966	1,650	2,316
Conference/Education	-	-	-	3,015	1,800	1,215
Office Supplies	-	263	(263)	1,791	2,250	(459)
Cell and Office Phones	91	233	(142)	1,490	2,100	(610)
Flood Policy	-	-	-	1,460	1,050	410
Payroll Service Fees	90	117	(27)	1,431	4,875	(3,444)
Miscellaneous	30	430	(400)	1,125	3,697	(2,572)
Retirement Contributions	-	542	(542)	875	1,475	(600)
Bank Fees	35	42	(7)	810	900	(90)
Worker's Compensation Insurance	-	75	(75)	397	375	22
Memberships/Dues/Subscriptions	-	100	(100)	317	225	92
Meals & Entertainment	22	25	(3)	294	2,475	(2,181)
Marketing/Advertising	-	208	(208)	176	3,750	(3,574)
Legal Fees	-	484	(484)	78	44,400	(44,322)
Downtown Events/Programs	-	-	-	-	12,825	(12,825)
Total Expenses	37,377	31,871	5,506	313,317	381,488	(68,171)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (36,328)	\$ (30,638)	\$ (5,690)	\$ 53,229	\$ (33,162)	\$ 86,391

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JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND - TIF

FINANCIAL STATEMENTS

For the Eleven Months Ended May 31, 2023

455 West Summer St.
Greeneville, Tennessee 37743
(423) 787-0855 - Fax (423) 639-0124

3865 Fort Henry Dr.
Kingsport, TN 37663
(423) 726-2002

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
BALANCE SHEET
May 31, 2023**

ASSETS		
Current Assets		
Cash		
HomeTrust Bank Money Market	\$ 1,432,180	
HomeTrust Bank Downtown Centre Fund	202,805	
Eastman Credit Union Savings	<u>7</u>	
Total Current Assets		\$ 1,634,992
Accounts Receivable		
TIF Repayment	<u>13,606</u>	
Total Accounts Receivable		<u>13,606</u>
Total Assets		<u><u>\$ 1,648,598</u></u>
FUND BALANCES		
Restricted for Tax Increment Financing Projects	\$ 1,603,598	
Assigned	<u>45,000</u>	
Total Fund Balances		<u>1,648,598</u>
Total Fund Balances		<u><u>\$ 1,648,598</u></u>

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Eleven Months Ended May 31, 2023**

REVENUE		
City of Johnson City Funding	\$	610,595
Interest Income		<u>11,277</u>
Total Revenue		\$ 621,872
EXPENSE		
Administrative		
Façade Grants		6,188
Legal Fees		155
TIF Projects		
University Edge		201,409
Debt Service		
Downtown Centre - Principal		155,230
Downtown Centre - Interest		44,277
Downtown Pavilion - Principal		109,725
Downtown Pavilion - Interest		25,167
Cherry Street - Principal		13,568
Cherry Street - Interest		4,591
Model Mill - Principal		60,000
Model Mill - Interest		41,324
Triple G - Principal		27,273
Triple G - Interest		12,142
MMM Enterprises - Principal		17,270
MMM Enterprises - Interest		<u>7,339</u>
Total Expenditures		<u>725,658</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures		(103,786)
Fund Balances, Beginning of Fiscal Year		<u>1,752,384</u>
Fund Balances, End of Eleven Months		<u><u>\$ 1,648,598</u></u>

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
BUDGET TO ACTUAL
For the Eleven Months Ended May 31, 2023**

	May Actual	May Budget	Variance	Year to Date Actual	Year to Date Budget	Variance
REVENUE						
City of Johnson City Funding		-	-	\$ 610,595	527,000	83,595
Interest Income	998	-	998	11,277	2,500	8,777
Total Revenue	998	-	998	621,872	\$ 529,500	92,372
EXPENDITURES						
Façade Grants	-	-	-	6,188	-	6,188
Legal Fees	-	-	-	155	3,500	(3,345)
TIF Projects						
University Edge	-	-	-	201,409	199,961	1,448
Debt Service						
Downtown Centre - Principal	-	-	-	155,230	150,545	4,685
Downtown Centre - Interest	-	-	-	44,277	48,962	(4,685)
Downtown Centre-Other	-	-	-	-	5,088	(5,088)
Downtown Pavilion - Principal	-	-	-	109,725	103,950	5,775
Downtown Pavilion - Interest	-	-	-	25,167	28,639	(3,472)
Cherry Street - Principal	13,568	-	13,568	13,568	12,613	955
Cherry Street - Interest	4,591	-	-	4,591	5,546	(955)
Model Mill - Principal	60,000	-	-	60,000	60,000	-
Model Mill - Interest	10,087	-	10,087	41,324	46,538	(5,214)
Triple G - Principal	27,273	-	-	27,273	27,273	-
Triple G - Interest	2,967	-	2,967	12,142	15,208	(3,066)
MMM Enterprises - Principal	17,270	-	-	17,270	17,270	-
MMM Enterprises - Interest	1,793	-	1,793	7,339	9,193	(1,854)
Buffalo Street Boardwalk	-	-	-	-	45,000	(45,000)
Total Expenditures	137,549	-	137,549	725,658	779,286	(53,628)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (136,551)	\$ -	\$ (136,551)	\$ (103,786)	\$ (249,786)	\$ 146,000

John Sevier Center

Monthly Financial Reports

Balance Sheet
Income Statement

April 30, 2023

John Sevier Center (1415)
Balance Sheet
As of Apr 2023

Accrual YE13

Apr 2023

5/15/2023 9:50

ASSETS

CASH

Current Assets

Cash-Operating	96,454.53
Cash-Petty Cash	100.00
Cash-Restricted Reserve	8,515.07
Tenant AR	5,870.58
Allowance Doubtful Accts	(2,073.87)
AR/AP-HUD	20,767.00
AR-Other	14,400.00
Security Deposits	34,616.13
Prepaid Expenses	<u>3,189.31</u>

TOTAL CURRENT ASSETS 181,838.75

FIXED ASSETS

Land	79,300.00
Buildings	4,650,395.00
Furniture for Project Use	34,952.00
Accumulated Depreciation	<u>(406,576.65)</u>

TOTAL FIXED ASSETS 4,358,070.35

OTHER ASSETS

TOTAL OTHER ASSETS 0.00

TOTAL ASSETS 4,539,909.10

John Sevier Center (1415)
Balance Sheet
As of Apr 2023

Accrual YE13

Apr 2023

5/15/2023 9:50

LIABILITIES & CAPITAL

LIABILITIES

Current Liabilities

AP - Operations	18,715.80
AP - Other	36,481.00
AP-Failure to Report Claims	50.00
Accrued Wages Payable	8,447.81
Accrued Mgmt Fee Payable	9,777.49
Accrued Interest-1st Mort	14,639.38
Accrued Property Taxes	14,312.29
Accrued Expenses	5,430.15
Accrued Audit Fees	2,241.68
AP-Related Party	1,344.12
Insurance Events Accrued	(2,525.39)
Security Deposit	30,243.00
Pet Deposit	1,130.00
Prepaid/Unearned Rent	3,782.76
Prepaid HUD	4,619.00
TOTAL CURRENT LIABILITIES	148,689.09

OTHER LIABILITIES

N/P - Operating	138,402.97
N/P-Entity	516,533.53
Mortgage Payable - 1st	3,859,619.40
TOTAL OTHER LIABILITIES	4,514,555.90

TOTAL LIABILITIES **4,663,244.99**

CAPITAL

Owner Equity	(338,832.43)
Net Profit (Loss)	215,496.54
TOTAL CAPITAL	(123,335.89)

TOTAL LIABILITIES & CAPITAL **4,539,909.10**

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending April 30, 2023

5/15/2023 9:55

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
Revenue						
Tenant Rent Revenue	29,417.00	152,145.00	(122,728.00)	303,846.00	1,458,570.00	(1,154,724.00)
HUD Assistance	122,728.00	0.00	122,728.00	1,154,724.00	0.00	1,154,724.00
Total Gross Potential	152,145.00	152,145.00	0.00	1,458,570.00	1,458,570.00	0.00
VACANCY LOSS & CONCESSIONS						
Special Claims Revenue	1,460.00	1,115.67	344.33	14,545.00	11,156.70	3,388.30
Apartment Vacancy	(873.00)	(3,380.83)	2,507.83	(35,772.00)	(33,808.30)	(1,963.70)
Total Vacancy Loss & Concessions	587.00	(2,265.16)	2,852.16	(21,227.00)	(22,651.60)	1,424.60
OTHER INCOME						
Other	0.00	0.00	0.00	1,116.50	0.00	1,116.50
Laundry & Vending Revenue	113.13	66.67	46.46	2,540.06	666.70	1,873.36
Misc Tenant Charges	150.00	324.17	(174.17)	6,424.31	3,241.70	3,182.61
Late Fees	140.95	476.33	(335.38)	3,010.14	4,763.30	(1,753.16)
Damages	0.00	721.67	(721.67)	3,061.44	7,216.70	(4,155.26)
Other Income	400,200.35	250.00	399,950.35	401,919.19	2,500.00	399,419.19
Total Other Income	400,604.43	1,838.84	398,765.59	418,071.64	18,388.40	399,683.24
BAD DEBT						
Bad Debts	(1,652.77)	(293.81)	(1,358.96)	(22,386.29)	(2,938.10)	(19,448.19)
Bad Debts - Admin	(830.00)	0.00	(830.00)	(11,431.07)	0.00	(11,431.07)
Allowance for Bad Debts	0.00	0.00	0.00	5,294.09	0.00	5,294.09
Total Bad Debt	(2,482.77)	(293.81)	(2,188.96)	(28,523.27)	(2,938.10)	(25,585.17)
Effective Gross Income (EGI)	550,853.66	151,424.87	399,428.79	1,826,891.37	1,451,368.70	375,522.67
Expense						
OPERATING EXPENSES						
UTILITIES						
Electricity	2,198.21	5,294.86	3,096.65	25,487.03	33,337.55	7,850.52
Electricity-Vacants	79.32	0.00	(79.32)	4,512.82	0.00	(4,512.82)
Water	1,566.09	3,235.23	1,669.14	26,194.97	21,221.09	(4,973.88)
Gas	156.23	133.90	(22.33)	2,139.01	1,488.35	(650.66)
Sewer	3,220.05	6,852.59	3,632.54	61,691.01	45,780.41	(15,910.60)

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending April 30, 2023

5/15/2023 9:55

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
Total Utilities	7,219.90	15,516.58	8,296.68	120,024.84	101,827.40	(18,197.44)
CONTRACT SERVICES						
Contract-Exterminating	425.00	500.00	75.00	14,825.00	5,000.00	(9,825.00)
Contract-Elevator	0.00	3,956.33	3,956.33	29,500.05	39,563.30	10,063.25
Contract-Fire Alarm	172.50	628.75	456.25	12,447.74	6,287.50	(6,160.24)
Contract-Plumbing	190.00	347.17	157.17	1,691.25	3,471.70	1,780.45
Contract-Cable TV	4,800.66	3,375.00	(1,425.66)	12,491.94	33,750.00	21,258.06
Contract-Other	1,553.81	2,874.83	1,321.02	31,984.37	28,748.30	(3,236.07)
Garbage & Trash Removal	1,572.50	1,287.92	(284.58)	14,293.59	12,879.20	(1,414.39)
Contract-Security	11,482.66	766.67	(10,715.99)	48,419.78	7,666.70	(40,753.08)
Total Contract Services	20,197.13	13,736.67	(6,460.46)	165,653.72	137,366.70	(28,287.02)
REPAIRS & MAINTENANCE						
Janitorial Supplies	55.28	369.63	314.35	6,823.17	3,696.30	(3,126.87)
Maintenance Supplies	1,256.05	1,467.45	211.40	10,267.38	14,674.50	4,407.12
Decorating Supplies	0.00	333.33	333.33	2,398.14	3,333.30	935.16
Plumbing Supplies	2,349.03	1,251.30	(1,097.73)	16,901.04	12,513.00	(4,388.04)
Electrical Supplies	91.35	354.00	262.65	1,221.71	3,540.00	2,318.29
HVAC R & M	83.00	416.67	333.67	4,029.15	4,166.70	137.55
Appliances	75.98	244.42	168.44	5,723.35	2,444.20	(3,279.15)
Carpentry	139.99	9.67	(130.32)	1,125.17	96.70	(1,028.47)
Uniform Expense	0.00	1,075.00	1,075.00	1,002.18	1,575.00	572.82
NonRoutine Maintenance	0.00	2,047.08	2,047.08	1,692.30	20,470.80	18,778.50
Total Repairs & Maintenance	4,050.68	7,568.55	3,517.87	51,183.59	66,510.50	15,326.91
TURNOVER						
Painting & Paint Supplies	221.68	668.19	446.51	5,432.26	6,681.90	1,249.64
Contract-Janitorial	0.00	0.00	0.00	983.50	0.00	(983.50)
Contract-Carpet Cleaning	0.00	10.75	10.75	0.00	107.50	107.50
Contract-Paint	0.00	0.00	0.00	1,041.00	0.00	(1,041.00)
Total Turnover	221.68	678.94	457.26	7,456.76	6,789.40	(667.36)
ADMINISTRATIVE						
Conventions & Meetings	50.07	1,100.00	1,049.93	517.80	2,015.00	1,497.20
Office Equipment-Lease & Maint	44.37	70.58	26.21	626.72	705.80	79.08
Office Supplies	337.57	304.84	(32.73)	2,847.00	3,048.40	201.40
Postage	124.37	59.65	(64.72)	1,295.53	596.50	(699.03)
Telephone/Data/Cable/Answering Svc	361.21	170.00	(191.21)	7,852.76	1,700.00	(6,152.76)
Legal Exp-Collection/Evictions	0.00	245.42	245.42	5,041.36	2,454.20	(2,587.16)

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending April 30, 2023

5/15/2023 9:55

Account	Current Period			Year-To-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Misc Admin Expense	114.38	174.75	60.37	2,664.45	1,747.50	(916.95)
Meals & Entertainment	0.00	215.92	215.92	745.17	2,159.20	1,414.03
Computer Expense	1,005.84	626.90	(378.94)	10,340.77	6,269.00	(4,071.77)
Travel Expenses	0.00	393.83	393.83	49.48	3,938.30	3,888.82
Bank Charges	381.61	184.58	(197.03)	3,301.05	1,845.80	(1,455.25)
Dues & Subscriptions	115.00	0.00	(115.00)	350.00	0.00	(350.00)
Professional Fees	0.00	1,000.00	1,000.00	6,157.86	10,000.00	3,842.14
Mileage	150.65	249.42	98.77	3,824.95	2,494.20	(1,330.75)
Total Administrative	2,685.07	4,795.89	2,110.82	45,614.90	38,973.90	(6,641.00)
MARKETING & RESIDENT RETENTION						
Advertising & Marketing	0.00	2.58	2.58	40.00	25.80	(14.20)
Screening Expense	376.00	317.17	(58.83)	3,124.00	3,171.70	47.70
Tenant Promotions	954.50	375.00	(579.50)	5,868.86	3,750.00	(2,118.86)
Total Marketing & Resident Retention	1,330.50	694.75	(635.75)	9,032.86	6,947.50	(2,085.36)
PERSONNEL						
Office Payroll	2,461.36	2,763.27	301.91	25,078.55	29,310.30	4,231.75
Office Payroll CC	0.00	542.53	542.53	2,055.87	5,425.30	3,369.43
Manager Payroll	9,096.97	3,297.46	(5,799.51)	59,063.93	37,666.78	(21,397.15)
Payroll Processing Fees	233.02	117.07	(115.95)	998.79	1,170.70	171.91
Repairs & Maint Payroll	8,207.58	9,427.49	1,219.91	113,529.48	100,694.66	(12,834.82)
Payroll Tax Expense	1,676.47	1,211.90	(464.57)	14,918.71	13,107.85	(1,810.86)
Employee Benefits & Insur	5,081.50	7,373.87	2,292.37	51,231.47	73,738.70	22,507.23
Total Personnel	26,756.90	24,733.59	(2,023.31)	266,876.80	261,114.29	(5,762.51)
Total Controllable Operating Expenses	62,461.86	67,724.97	5,263.11	665,843.47	619,529.69	(46,313.78)
Controllable NOI	488,391.80	83,699.90	404,691.90	1,161,047.90	831,839.01	329,208.89
AUDIT EXPENSE						
Audit Expense	560.42	560.42	0.00	2,241.68	5,604.20	3,362.52
Total Audit Expense	560.42	560.42	0.00	2,241.68	5,604.20	3,362.52
MANAGEMENT & BOOKKEEPING						
Management Fees	9,777.49	10,232.94	455.45	98,691.30	102,329.40	3,638.10
Total Management & Bookkeeping	9,777.49	10,232.94	455.45	98,691.30	102,329.40	3,638.10

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending April 30, 2023

5/15/2023 9:55

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
TAXES & INSURANCE						
Real Estate Taxes	3,692.50	3,692.50	0.00	36,452.86	36,925.00	472.14
Property & Liability Insu	6,178.16	6,357.75	179.59	67,463.11	63,577.50	(3,885.61)
Workers Compensation Insu	450.00	232.44	(217.56)	10,516.33	2,324.40	(8,191.93)
License & Permits	0.00	0.00	0.00	285.00	345.00	60.00
Franchise & Excise Tax	0.00	15.77	15.77	0.00	157.70	157.70
Taxes-Other	0.00	37.50	37.50	462.00	375.00	(87.00)
Total Taxes & Insurance	10,320.66	10,335.96	15.30	115,179.30	103,704.60	(11,474.70)
TOTAL NON-CONTROLLABLE OPERATING	20,658.57	21,129.32	470.75	216,112.28	211,638.20	(4,474.08)
TOTAL OPERATING EXPENSES	83,120.43	88,854.29	5,733.86	881,955.75	831,167.89	(50,787.86)
NET OPERATING INCOME	467,733.23	62,570.58	405,162.65	944,935.62	620,200.81	324,734.81
NON-OPERATING EXPENSES						
Depreciation	9,217.81	0.00	(9,217.81)	92,178.10	0.00	(92,178.10)
Cap Ex-Appliances	1,032.80	672.50	(360.30)	11,238.06	6,725.00	(4,513.06)
Cap Ex-Unit Flooring	0.00	2,916.67	2,916.67	40,904.07	29,166.70	(11,737.37)
Cap Ex-Plumbina	0.00	483.75	483.75	3,260.31	4,837.50	1,577.19
Cap Ex-HVAC	6,512.45	466.92	(6,045.53)	13,021.51	4,669.20	(8,352.31)
Cap Ex-Upgrades-Furniture/Fixtures	0.00	0.00	0.00	2,573.47	0.00	(2,573.47)
Cap Ex-Upgrades-Building	1,417.33	0.00	(1,417.33)	413,805.32	0.00	(413,805.32)
Mortgage Interest-1st	14,639.38	15,152.79	513.41	149,809.07	150,017.09	208.02
Interest - Other	1.16	0.00	(1.16)	2,649.17	0.00	(2,649.17)
Total Non-Operating Expenses	32,820.93	19,692.63	(13,128.30)	729,439.08	195,415.49	(534,023.59)
NET INCOME	434,912.30	42,877.95	392,034.35	215,496.54	424,785.32	(209,288.78)
CASH FLOW ITEMS						
Principal Pmts-1st Mortga	7,890.79	7,900.56	9.77	80,424.48	80,546.41	121.93
Principal Pmts-2nd Mortga	0.00	25,000.00	25,000.00	0.00	200,000.00	200,000.00
Depreciation	(9,217.81)	0.00	9,217.81	(92,178.10)	0.00	92,178.10
TOTAL CASH FLOW ITEMS	(1,327.02)	32,900.56	34,227.58	(11,753.62)	280,546.41	292,300.03
Net Income after Cap Ex and DS	436,239.32	9,977.39	426,261.93	227,250.16	144,238.91	83,011.25

John Sevier Center

Monthly Financial Reports

Balance Sheet
Income Statement

May 31, 2023

John Sevier Center (1415)
Balance Sheet
As of May 2023

Accrual YE13

May 2023

6/7/2023 10:31

ASSETS

CASH

Current Assets

Cash-Operating	67,314.12
Cash-Petty Cash	100.00
Cash-Restricted Reserve	8,515.07
Tenant AR	2,991.40
Allowance Doubtful Accts	(2,073.87)
AR/AP-HUD	12,995.00
AR-Other	14,400.00
Security Deposits	35,184.13
Prepaid Expenses	<u>9,480.64</u>

TOTAL CURRENT ASSETS 148,906.49

FIXED ASSETS

Land	79,300.00
Buildings	4,650,395.00
Furniture for Project Use	34,952.00
Accumulated Depreciation	<u>(415,794.46)</u>

TOTAL FIXED ASSETS 4,348,852.54

OTHER ASSETS

TOTAL OTHER ASSETS 0.00

TOTAL ASSETS 4,497,759.03

John Sevier Center (1415)
Balance Sheet
As of May 2023

Accrual YE13

May 2023

6/7/2023 10:31

LIABILITIES & CAPITAL

LIABILITIES

Current Liabilities

AP - Operations	18,203.25
AP - Other	20,931.86
AP-Failure to Report Claims	100.00
Accrued Wages Payable	2,255.15
Accrued Mgmt Fee Payable	10,865.88
Accrued Interest-1st Mort	15,097.74
Accrued Property Taxes	18,004.79
Accrued Expenses	10,784.96
Accrued Audit Fees	2,802.10
AP-Related Party	8,622.53
Insurance Events Accrued	(2,525.39)
Security Deposit	29,665.00
Pet Deposit	1,060.00
Prepaid/Unearned Rent	6,625.26
Prepaid HUD	3,264.00

TOTAL CURRENT LIABILITIES	145,757.13
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OTHER LIABILITIES

Mortgage Payable - 1st	3,851,205.43
Due to Other Funds - JCDA	634,936.50

TOTAL OTHER LIABILITIES	4,486,141.93
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TOTAL LIABILITIES	4,631,899.06
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CAPITAL

Owner Equity	(338,832.43)
Net Profit (Loss)	204,692.40

TOTAL CAPITAL	(134,140.03)
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TOTAL LIABILITIES & CAPITAL	4,497,759.03
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**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending May 31, 2023

6/7/2023 10:33

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
Revenue						
Tenant Rent Revenue	29,826.00	152,145.00	(122,319.00)	333,672.00	1,610,715.00	(1,277,043.00)
HUD Assistance	122,319.00	0.00	122,319.00	1,277,043.00	0.00	1,277,043.00
Total Gross Potential	152,145.00	152,145.00	0.00	1,610,715.00	1,610,715.00	0.00
VACANCY LOSS & CONCESSIONS						
Special Claims Revenue	4,860.00	1,115.67	3,744.33	19,405.00	12,272.37	7,132.63
Apartment Vacancy	(1,246.00)	(3,380.83)	2,134.83	(37,018.00)	(37,189.13)	171.13
Total Vacancy Loss & Concessions	3,614.00	(2,265.16)	5,879.16	(17,613.00)	(24,916.76)	7,303.76
OTHER INCOME						
Other	0.00	0.00	0.00	1,116.50	0.00	1,116.50
Laundry & Vending Revenue	109.17	66.67	42.50	2,649.23	733.37	1,915.86
Misc Tenant Charges	50.00	324.17	(274.17)	6,474.31	3,565.87	2,908.44
Late Fees	216.70	476.33	(259.63)	3,226.84	5,239.63	(2,012.79)
Damages	1,024.41	721.67	302.74	4,085.85	7,938.37	(3,852.52)
Other Income	354.66	250.00	104.66	402,273.85	2,750.00	399,523.85
Total Other Income	1,754.94	1,838.84	(83.90)	419,826.58	20,227.24	399,599.34
BAD DEBT						
Bad Debts	(3,788.13)	(293.81)	(3,494.32)	(26,174.42)	(3,231.91)	(22,942.51)
Bad Debts - Admin	(830.00)	0.00	(830.00)	(12,261.07)	0.00	(12,261.07)
Allowance for Bad Debts	0.00	0.00	0.00	5,294.09	0.00	5,294.09
Total Bad Debt	(4,618.13)	(293.81)	(4,324.32)	(33,141.40)	(3,231.91)	(29,909.49)
Effective Gross Income (EGI)	152,895.81	151,424.87	1,470.94	1,979,787.18	1,602,793.57	376,993.61
Expense						
OPERATING EXPENSES						
UTILITIES						
Electricity	2,339.50	2,339.75	0.25	27,826.53	35,677.30	7,850.77
Electricity-Vacants	160.55	0.00	(160.55)	4,673.37	0.00	(4,673.37)
Water	1,740.29	1,825.16	84.87	27,935.26	23,046.25	(4,889.01)
Gas	238.43	458.35	219.92	2,377.44	1,946.70	(430.74)
Sewer	3,608.31	3,885.16	276.85	65,299.32	49,665.57	(15,633.75)

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending May 31, 2023

6/7/2023 10:33

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
Total Utilities	8,087.08	8,508.42	421.34	128,111.92	110,335.82	(17,776.10)
CONTRACT SERVICES						
Contract-Exterminating	13,515.00	500.00	(13,015.00)	28,340.00	5,500.00	(22,840.00)
Contract-Elevator	3,229.51	3,956.33	726.82	32,729.56	43,519.63	10,790.07
Contract-Fire Alarm	3,089.62	628.75	(2,460.87)	15,537.36	6,916.25	(8,621.11)
Contract-Plumbing	0.00	347.17	347.17	1,691.25	3,818.87	2,127.62
Contract-Cable TV	4,774.37	3,375.00	(1,399.37)	17,266.31	37,125.00	19,858.69
Contract-Other	2,431.86	2,874.83	442.97	34,416.23	31,623.13	(2,793.10)
Garbage & Trash Removal	981.57	1,287.92	306.35	15,275.16	14,167.12	(1,108.04)
Contract-Security	10,952.67	766.67	(10,186.00)	59,372.45	8,433.37	(50,939.08)
Total Contract Services	38,974.60	13,736.67	(25,237.93)	204,628.32	151,103.37	(53,524.95)
REPAIRS & MAINTENANCE						
Janitorial Supplies	941.96	369.63	(572.33)	7,765.13	4,065.93	(3,699.20)
Maintenance Supplies	123.16	1,467.45	1,344.29	10,390.54	16,141.95	5,751.41
Decorating Supplies	0.00	333.33	333.33	2,398.14	3,666.63	1,268.49
Plumbing Supplies	931.74	1,251.30	319.56	17,832.78	13,764.30	(4,068.48)
Electrical Supplies	283.80	354.00	70.20	1,505.51	3,894.00	2,388.49
HVAC R & M	200.00	416.67	216.67	4,229.15	4,583.37	354.22
Appliances	650.89	244.42	(406.47)	6,374.24	2,688.62	(3,685.62)
Carpentry	0.00	9.67	9.67	1,125.17	106.37	(1,018.80)
Uniform Expense	58.66	0.00	(58.66)	1,060.84	1,575.00	514.16
NonRoutine Maintenance	0.00	2,047.08	2,047.08	1,692.30	22,517.88	20,825.58
Total Repairs & Maintenance	3,190.21	6,493.55	3,303.34	54,373.80	73,004.05	18,630.25
TURNOVER						
Painting & Paint Supplies	1,533.80	668.19	(865.61)	6,966.06	7,350.09	384.03
Contract-Janitorial	0.00	0.00	0.00	983.50	0.00	(983.50)
Contract-Carpet Cleaning	0.00	10.75	10.75	0.00	118.25	118.25
Contract-Paint	0.00	0.00	0.00	1,041.00	0.00	(1,041.00)
Total Turnover	1,533.80	678.94	(854.86)	8,990.56	7,468.34	(1,522.22)
ADMINISTRATIVE						
Conventions & Meetings	22.98	300.00	277.02	540.78	2,315.00	1,774.22
Office Equipment-Lease & Maint	0.00	70.58	70.58	626.72	776.38	149.66
Office Supplies	56.02	304.84	248.82	2,903.02	3,353.24	450.22
Postage	0.00	59.65	59.65	1,295.53	656.15	(639.38)
Telephone/Data/Cable/Answering Svc	765.94	170.00	(595.94)	8,618.70	1,870.00	(6,748.70)
Legal Exp-Collection/Evictions	1,024.41	245.42	(778.99)	6,065.77	2,699.62	(3,366.15)

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending May 31, 2023

6/7/2023 10:33

Account	Current Period			Year-To-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Misc Admin Expense	114.38	174.75	60.37	2,778.83	1,922.25	(856.58)
Meals & Entertainment	0.00	215.92	215.92	745.17	2,375.12	1,629.95
Computer Expense	1,121.41	626.90	(494.51)	11,462.18	6,895.90	(4,566.28)
Travel Expenses	0.00	393.83	393.83	49.48	4,332.13	4,282.65
Bank Charges	301.13	184.58	(116.55)	3,602.18	2,030.38	(1,571.80)
Dues & Subscriptions	0.00	0.00	0.00	350.00	0.00	(350.00)
Professional Fees	6.06	1,000.00	993.94	6,163.92	11,000.00	4,836.08
Mileage	60.26	249.42	189.16	3,885.21	2,743.62	(1,141.59)
Total Administrative	3,472.59	3,995.89	523.30	49,087.49	42,969.79	(6,117.70)
MARKETING & RESIDENT RETENTION						
Advertising & Marketing	0.00	2.58	2.58	40.00	28.38	(11.62)
Screening Expense	41.00	317.17	276.17	3,165.00	3,488.87	323.87
Tenant Promotions	120.18	375.00	254.82	5,989.04	4,125.00	(1,864.04)
Total Marketing & Resident Retention	161.18	694.75	533.57	9,194.04	7,642.25	(1,551.79)
PERSONNEL						
Office Payroll	3,417.68	2,892.87	(524.81)	28,496.23	32,203.17	3,706.94
Office Payroll CC	795.80	542.53	(253.27)	2,851.67	5,967.83	3,116.16
Manager Payroll	8,429.29	3,454.49	(4,974.80)	67,493.22	41,121.27	(26,371.95)
Payroll Processing Fees	91.87	117.07	25.20	1,090.66	1,287.77	197.11
Repairs & Maint Payroll	10,323.34	9,872.45	(450.89)	123,852.82	110,567.11	(13,285.71)
Payroll Tax Expense	2,144.78	1,269.61	(875.17)	17,063.49	14,377.46	(2,686.03)
Employee Benefits & Insur	4,512.62	7,373.87	2,861.25	55,744.09	81,112.57	25,368.48
Total Personnel	29,715.38	25,522.89	(4,192.49)	296,592.18	286,637.18	(9,955.00)
Total Controllable Operating Expenses	85,134.84	59,631.11	(25,503.73)	750,978.31	679,160.80	(71,817.51)
Controllable NOI	67,760.97	91,793.76	(24,032.79)	1,228,808.87	923,632.77	305,176.10
AUDIT EXPENSE						
Audit Expense	560.42	560.42	0.00	2,802.10	6,164.62	3,362.52
Total Audit Expense	560.42	560.42	0.00	2,802.10	6,164.62	3,362.52
MANAGEMENT & BOOKKEEPING						
Management Fees	10,865.88	10,232.94	(632.94)	109,557.18	112,562.34	3,005.16
Total Management & Bookkeeping	10,865.88	10,232.94	(632.94)	109,557.18	112,562.34	3,005.16

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending May 31, 2023

6/7/2023 10:33

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
TAXES & INSURANCE						
Real Estate Taxes	3,692.50	3,692.50	0.00	40,145.36	40,617.50	472.14
Property & Liability Insu	6,178.16	6,357.75	179.59	73,641.27	69,935.25	(3,706.02)
Workers Compensation Insu	309.00	232.44	(76.56)	10,825.33	2,556.84	(8,268.49)
License & Permits	0.00	0.00	0.00	285.00	345.00	60.00
Franchise & Excise Tax	0.00	15.77	15.77	0.00	173.47	173.47
Taxes-Other	0.00	37.50	37.50	462.00	412.50	(49.50)
Total Taxes & Insurance	10,179.66	10,335.96	156.30	125,358.96	114,040.56	(11,318.40)
TOTAL NON-CONTROLLABLE OPERATING						
	21,605.96	21,129.32	(476.64)	237,718.24	232,767.52	(4,950.72)
TOTAL OPERATING EXPENSES	106,740.80	80,760.43	(25,980.37)	988,696.55	911,928.32	(76,768.23)
NET OPERATING INCOME	46,155.01	70,664.44	(24,509.43)	991,090.63	690,865.25	300,225.38
NON-OPERATING EXPENSES						
Depreciation	9,217.81	0.00	(9,217.81)	101,395.91	0.00	(101,395.91)
Cap Ex-Appliances	1,973.97	672.50	(1,301.47)	13,212.03	7,397.50	(5,814.53)
Cap Ex-Unit Flooring	1,630.83	2,916.67	1,285.84	42,534.90	32,083.37	(10,451.53)
Cap Ex-Plumbing	0.00	483.75	483.75	3,260.31	5,321.25	2,060.94
Cap Ex-HVAC	2,534.45	466.92	(2,067.53)	15,555.96	5,136.12	(10,419.84)
Cap Ex-Upgrades-Furniture/Fixtures	0.00	0.00	0.00	2,573.47	0.00	(2,573.47)
Cap Ex-Upgrades-Building	26,500.00	0.00	(26,500.00)	440,305.32	0.00	(440,305.32)
Mortgage Interest-1st	15,097.74	14,634.04	(463.70)	164,906.81	164,651.13	(255.68)
Interest - Other	4.35	0.00	(4.35)	2,653.52	0.00	(2,653.52)
Total Non-Operating Expenses	56,959.15	19,173.88	(37,785.27)	786,398.23	214,589.37	(571,808.86)
NET INCOME	(10,804.14)	51,490.56	(62,294.70)	204,692.40	476,275.88	(271,583.48)
CASH FLOW ITEMS						
Principal Pmts-1st Mortga	8,413.97	8,419.31	5.34	88,838.45	88,965.72	127.27
JCDA Pmts	215,000.00	25,000.00	(190,000.00)	215,000.00	225,000.00	10,000.00
Depreciation	(9,217.81)	0.00	9,217.81	(101,395.91)	0.00	101,395.91
TOTAL CASH FLOW ITEMS	214,196.16	33,419.31	(180,776.85)	202,442.54	313,965.72	111,523.18
Net Income after Cap Ex and DS	(225,000.30)	18,071.25	(243,071.55)	2,249.86	162,310.16	(160,060.30)

Fiscal Year 2023 Summary Budget with Adopted and Proposed Amended

Income	Adopted Budget	Amended Budget	Variance
Total 4000 Revnue General	\$ 459,501.00	\$ 367,510.00	\$ (91,991.00)
Total 4200 Revnue TIF	\$ 1,004,500.00	\$ 1,096,094.00	\$ (91,594.00)
Total Income	\$ 1,464,001.00	\$ 1,463,604.00	\$ (397.00)
JCDA Expense			
Total 5000 Payroll	\$ 247,550.00	\$ 199,000.00	\$ (48,550.00)
Total 5018 Unemployment Wage Reimbs	\$ -	\$ 6,900.00	\$ 6,900.00
Total 5050 Benefits	\$ 18,705.00	\$ 13,320.00	\$ (5,385.00)
Total 5100 Payroll Taxes	\$ 20,400.00	\$ 15,500.00	\$ (4,900.00)
Total 6000 Administration/Operations	\$ 12,132.00	\$ 14,374.00	\$ 2,242.00
Total 6100 Professional Services	\$ 67,250.00	\$ 41,800.00	\$ (25,450.00)
Total 6150 Downtown Development	\$ 59,200.00	\$ -	\$ (59,200.00)
Total 6200 Insurance	\$ 9,000.00	\$ 13,426.00	\$ 4,426.00
Total 6250 - Festival Allocation	\$ 17,100.00	\$ 15,000.00	\$ (2,100.00)
Total 6350 Facility/Office	\$ 48,164.00	\$ 48,190.00	\$ 26.00
Total Operating Expense	\$ 499,501.00	\$ 367,510.00	\$ (131,991.00)
Total Operating NOI/(NOL)	\$ (40,000.00)	\$ -	\$ 40,000.00
TIF Expense			
Total 7005 University Edge	\$ 199,960.60	\$ 201,409.00	\$ 1,448.40
Total 7015 Downtown Centre	\$ 205,057.82	\$ 199,507.82	\$ (5,550.00)
Total 7020 Downtown Pavilion	\$ 132,589.00	\$ 134,892.17	\$ 2,303.17
Total 7025 Cherry Street	\$ 18,159.19	\$ 18,159.19	\$ -
Total 7040 Model Mill	\$ 106,537.50	\$ 101,324.17	\$ (5,213.33)
Total 7060 Triple G	\$ 42,481.05	\$ 39,414.39	\$ (3,066.66)
Total 7065 MMM Enterprises	\$ 26,462.47	\$ 24,608.84	\$ (1,853.63)
Total 7100 Other (Façade and Legal)	\$ 3,500.00	\$ 8,343.00	\$ 4,843.00
Total 7200 TIF Capital Projects-Restricted	\$ 45,000.00	\$ 45,000.00	\$ -
Total TIF Expenses	\$ 779,747.63	\$ 772,658.58	\$ (7,089.05)
Total TIF NOI/(NOL)	\$ 224,752.37	\$ 323,435.42	\$ 98,683.05

Fiscal Year 2024 Summary Budget Revenue and Expense

Income	2023/2024 Proposed Budget
Total 4000 Revnue General	372,350
Total 4200 Revnue TIF	1,090,000
Total Income	1,462,350

JCDA Expense

Total 5000 Payroll	221,183
Total 5050 Benefits	26,656
Total 5100 Payroll Taxes	16,920
Total 6000 Administration/Operations	11,182
Total 6100 Professional Services	41,900
Total 6200 Insurance	14,450
Total 6350 Facility/Office	40,059
Total 6250 - Festival Allocation	-

Total Operating Expense	\$	372,350.00
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Total Operating NOI/(NOL)	0
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TIF Expense

Total 7005 University Edge	201409
Total 7015 Downtown Centre	199507.82
Total 7020 Downtown Pavilion	134892.17
Total 7025 Cherry Street	18159.19
Total 7040 Model Mill	101324.17
Total 7060 Triple G	39414.39
Total 7065 MMM Enterprises	24608.84
Total 7100 Other (Façade and Legal)	85000
Total 7200 TIF Capital Projects-Restricted	45000

Total TIF Expenses	\$	849,315.58
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Total TIF NOI/(NOL)	\$	240,684
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Budget Comparison 2023-2024

John Sevier

Section 8	150	Tax Credit Period:	Date Prepared:
Section 236	0		
LIHTC	150	Equity Partner -	Date Owner
Non-Revenue	0		
Total Units:	150	Pro Forma DSCR -	Approved:
		Type:	

	2024 Proposed Budget		2023 Forecast		2023 Budget	
	Budget	\$pupy	Forecast	\$pupy	Budget	\$pupy
Rental Revenue	\$ 1,959,885	\$ 13,066	\$ 1,763,977	\$ 11,760	\$ 1,762,860	\$ 11,752
Other Income	\$ 138,344	\$ 922	\$ 21,867	\$ 146	\$ 22,066	\$ 147
Vacancy Loss	\$ (18,256)	\$ (122)	\$ (28,609)	\$ (191)	\$ (27,182)	\$ (181)
Rental Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bad Debt	\$ (15,679)	\$ (105)	\$ (26,922)	\$ (179)	\$ (3,526)	\$ (24)
Net Rental Revenue	\$ 2,064,293	\$ 13,762	\$ 1,730,312	\$ 11,535	\$ 1,754,218	\$ 11,695
Economic Occupancy	98.3%		96.9%		98.3%	
*Operating Expenses	\$ 1,196,187	\$ 7,975	\$ 933,414	\$ 6,223	\$ 873,710	\$ 5,825
Management Fee	\$ 144,501	\$ 963	\$ 119,613	\$ 797	\$ 122,795	\$ 819
Replacement Rsv Dep	\$ 255,000	\$ 1,700	\$ -	\$ -	\$ -	\$ -
Total Oper Exp	\$ 1,595,687	\$ 10,638	\$ 1,053,027	\$ 7,020	\$ 996,505	\$ 6,643
NOI	\$ 468,606	\$ 3,124	\$ 677,286	\$ 4,515	\$ 757,713	\$ 5,051
Less: Debt Service	\$ 393,246	\$ 2,622	\$ 351,863	\$ 2,346	\$ 526,670	\$ 3,511
Less: MIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DSCR	1.19		1.92		1.44	
CF After Debt Service	\$ 75,360	\$ 502	\$ 325,422	\$ 2,169	\$ 231,043	\$ 1,540
Capital Expense	\$ 288,500	\$ 1,923	\$ 489,460	\$ 3,263	\$ 54,478	\$ 363
Rplcmnt Rsv Rls	\$ (255,000)	\$ (1,700)	\$ -	\$ -	\$ -	\$ -
Operating Rsv Rls	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Financial Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Inc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Exp	\$ -	\$ -	\$ 2,648	\$ 18	\$ -	\$ -
Entity Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LP AMF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Non-Oper Exp	\$ 33,500	\$ 223	\$ 492,108	\$ 3,281	\$ 54,478	\$ 363
Modified CF	\$ 41,860	\$ 279	\$ (166,686)	\$ (1,111)	\$ 176,565	\$ 1,177
Disposition of CF:						
To ILP - Distr						
To LHP M DMF						
To LHP M DDF						
To LHP C PMF						
To LHP C DDF						
To GP for:						
Loan Repay						
IMF						
Distribution						
GP Total						
Check						
*Oper Exp Detail	Budget	\$pupy	Forecast	\$pupy	Budget	\$pupy
Utilities	\$ 147,383	\$ 983	\$ 145,621	\$ 971	\$ 119,127	\$ 794
Contract Service	\$ 233,208	\$ 1,555	\$ 147,429	\$ 983	\$ 155,640	\$ 1,038
Contract - Security	\$ 120,000	\$ 800	\$ 39,237	\$ 262	\$ 9,200	\$ 61
Repairs & Maintenance	\$ 98,771	\$ 658	\$ 67,689	\$ 451	\$ 79,498	\$ 530
Turnover	\$ 11,675	\$ 78	\$ 9,272	\$ 62	\$ 8,147	\$ 54
Administrative	\$ 57,556	\$ 384	\$ 55,448	\$ 370	\$ 46,696	\$ 311
Audit	\$ 24,450	\$ 163	\$ 3,363	\$ 22	\$ 6,725	\$ 45
Bookkeeping Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ 10,950	\$ 73	\$ 9,787	\$ 65	\$ 8,337	\$ 56
Payroll	\$ 354,643	\$ 2,364	\$ 319,703	\$ 2,131	\$ 315,964	\$ 2,106
Licenses & Permits	\$ 285	\$ 2	\$ 285	\$ 2	\$ 345	\$ 2
Taxes	\$ 42,472	\$ 283	\$ 44,460	\$ 296	\$ 44,949	\$ 300
Insurance	\$ 94,793	\$ 632	\$ 91,122	\$ 607	\$ 79,082	\$ 527
Total Oper Exp	\$ 1,196,187	\$ 7,975	\$ 933,414	\$ 6,223	\$ 873,710	\$ 5,825

June 2023

Main Street America Program

Administered by the Downtown Johnson City Foundation, Inc 501 (c)3

Tennessee Main Street Team Training and Planning

Tennessee Main Street Director Nancy Williams and consultant Dr. Bridget Jones facilitated the Main Street Strategic Planning Training and Discussion on May 24, 2023, from 11:30 to 2:00. As a launching point for the discussion, they shared the results of the group survey that had been created by the State of TN. The attendees included representatives from various downtown entities, downtown property owners and stakeholders, the First Tennessee Development District, JCDA Commissioners, the Johnson City Historic Zoning Commission, the Johnson City Regional Municipal Planning Commission and city staff who work directly with downtown. The attendance was excellent, particularly in that a number of individuals were traveling before the Memorial Day weekend. A report from the State of Tennessee Main Street program concerning the event and discussion is expected soon and will be distributed once it is available.

Fridays After 5

Fridays After 5 is a third of the way through and running smoothly! We are working collaboratively with Young Professionals of Johnson City to coordinate day-of events. The event has been well-attended and we have received multiple compliments from community members and sponsors alike. We have four more events left for the 2023 season including tonight's event. Thank you to our Board members that have attended thus far! The collaborative community effort that this event has become has proved that things are better executed when the entire community comes together to put on an event of this caliber.

Additionally, for comparison purposes, surrounding cities that are hosting evening summer music events have a six or seven week schedule, similar to [Fridays After 5](#). When taking into consideration that the City of Johnson City hosts music at the [Thursday evening Lakeside Concerts at Winged Deer Park](#) and community has a great choice of music events to attend throughout the June and July.

Staff continues to contribute time to the event. Sydni Leonard is keeping all sponsorship social media recognition on schedule, in addition to other logistics matters. Finance Manager Daniel McIntosh is continuing to manage necessary payments, sponsorship deposits, and collaborate on financial and insurance matters with the Chamber of Commerce Young Professionals. The JCDA staff is at each event. Foundation Chairman Tracy Johnson has continued to contribute significant time to the event, also. Thank you to everyone who is helping. Please take time to thank the sponsors, as found here: <https://www.downtownjc.com/fa5>

State of Tennessee Placemaking Grant

The State of Tennessee Placemaking Grant will be closed out for all reimbursements and reporting in the coming weeks. The funding allowed the Johnson City Development Authority/the Downtown Johnson City Foundation, and the State of Tennessee to provide matched funding that assisted in the development of two downtown retailers with dozens of micro-enterprises operating in each. The Generalist is located on the corner of Main and Roan Streets and Hometown Cottage is located at the intersection of Tipton and Spring Streets, with an entrance from Downtown Square. Both buildings benefited from the funding that allowed the tenants to have rent assistance for a few months, as well as some assistance with interior improvements for their retail design.

[Johnson City Development Authority Meeting: June 23, 2023](#)

Johnson City Development Authority

JCDA Commission Member Recommendation to City Commission

June 2023

The Johnson City Development Authority is due to make a recommendation to the Johnson City Board of Commissioners to fill three membership terms, two (2) terms that would expire June 30, 2026, and one (1) term, due to Jim Fickley's recent resignation, that would conclude on June 30, 2025. Commissioners serve three (3) year terms, except in the case of removal or an unexpired term. Additionally, the City Commission designates one of its members to serve on the JCDA, at its pleasure, as well as two County Commissioners.

Applications for all open seats on boards and commissions were accepted through the City of Johnson City website. Applications for review may be found in the link on the e-agenda or here: [Agenda Summary \(civicweb.net\)](#) Twelve (12) applications were received and six (6) of those indicated a primary interest in the JCDA.

Please note that JCDA Commissioner and Former Chairman Robert Williams, has submitted his application for reappointment to the Commission.

Full text link to applications:

https://johnsoncitytn.civicweb.net/document/61443/Appointments_%20Johnson%20City%20Development%20Authorit.pdf?handle=DCA8EA1732694921B106C0497640F8A0