



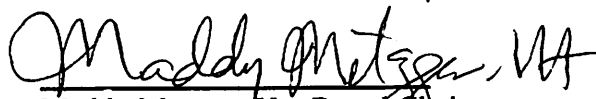
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NOTICE OF SPECIAL MEETING

Notice is hereby given that the Board of Commissioners of the Housing Authority of the City of Everett, Washington will hold a Special Meeting at **12:00 PM on Monday, January 29, 2018** at the Housing Authority's main office located at 3107 Colby Avenue, Everett, Washington.

The Agenda for the Special Meeting is attached to this Notice.

Dated this 23rd day of January, 2018.


Maddy Metzger-Utt, Board Chair



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**Special Meeting of the
Board of Commissioners
of the
Housing Authority of the City of Everett**

Date: Monday, January 29, 2018
Time: 12:00 p.m.
Location: EHA Main Office
3107 Colby Avenue
Everett, WA 98201

**AGENDA
Regular Meeting**

<u>Luncheon</u>		
<u>Roll Call</u>		
		Page No.
Resolution No. 1445 Honoring the Service of Lyle Ryan as Commissioner of the Everett Housing Authority (Ashley Lommers-Johnson)		1
<u>Approval of Minutes</u>		
	Annual Meeting Held on November 13, 2017	2-7
<u>Communications</u>		
<u>1)</u>	Reports from Resident Councils: Broadway Plaza Apartments	
<u>2)</u>	Other Communications	
<u>Executive Director's Report</u>		
Federal Funding Update Baker Heights Relocation Update Baker Heights New Construction Replacement Housing Update: Tax Credit Application Baker Heights Disposition (Sale) Process		
<u>Public Comment</u>		

Consent Agenda (to be adopted by a single motion)

<u>1)</u>	Section 8 Payments for the Month of November, 2017	Separate hand out- Directors Only
<u>2)</u>	Summary of Vouchers for the Month of November, 2017	8-25

Items for Individual Consideration

<u>1)</u>	Resolution No. 1446 Establishing a Policy Regarding the Payment of Security Deposits and Other Qualified Relocation Costs for Displaced Baker Heights Tenants (Erica Dias)	26-27
<u>2)</u>	Resolution No. 1447 Authorizing Participation in the Region VIII Education Service Center's Interlocal Purchasing Systems Program (Brenda McLeod)	28-34
<u>3)</u>	Motion to Approve Additional Expenses Related to Original Contract with J.H. Brawner and Co. (Brenda McLeod)	35

Policy Discussion

Approval of Financial Statements:

- Core Properties – First Quarter
- Tax Credit Properties – Third Quarter

36-38

Executive Session

To Review the Performance of the Executive Director

Adjournment

Everett Housing Authority does not discriminate on the basis of disability in the administration of, or access to, its programs or activities. Requests for assistance or accommodations can be arranged by contacting Chris Neblett at (425) 303-1186, or chrism@evha.org.

RESOLUTION NO. 1445

Resolution Honoring the Service of Lyle Ryan
as Commissioner of the Everett Housing Authority

WHEREAS, Lyle Ryan was initially appointed to the Board of Commissioners of the Everett Housing Authority in February of 1994; and

WHEREAS, Lyle Ryan has continued to serve as a Commissioner for close to twenty-four years, including five terms as Chair of the Board, making him the third-longest serving Commissioner in the history of the Housing Authority; and

WHEREAS, during his tenure, the Housing Authority's Section 8 Voucher Program has grown from serving just under one thousand families to now serving almost three thousand families; and

WHEREAS, during his tenure, the Housing Authority's inventory of rental units has increased by nine-hundred fifty-five units to over one thousand seven-hundred and fifty homes and apartments; and

WHEREAS, Lyle Ryan has provided leadership to the Housing Authority by taking a lead role in early planning efforts for the redevelopment of the Baker Heights neighborhood; and

WHEREAS, Lyle Ryan's vision for the Everett community included the cleanup of a contaminated residential area in North Everett, the development of Pivotal Point Apartments, and the renovation of a substantial portion of the Housing Authority's rental units; and

WHEREAS, Lyle Ryan has continued to provide leadership in the Housing Authority's most recent and ongoing renovation of its housing stock, including Twelve Pines Apartments (renamed Wiggums Park Place); newly acquired senior properties; and the replacement and redevelopment of the Baker Heights neighborhood; and

WHEREAS, Lyle Ryan's service to the Everett Housing Authority and the City of Everett in his role as a Commissioner has been characterized at all times by compassion and integrity;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EVERETT that, on behalf of our employees, our clients, and the members of this Board, we express our gratitude and appreciation to Lyle Ryan for his service, dedication and leadership.

Adopted this 29th day of January, 2018.

Maddy Metzger-Utt, Chair

George Perez, Jr., Vice Chair

John Mierke, Commissioner

Michele Rastovich, Commissioner

Todd Taylor, Commissioner

Attest:

Ashley Lommers-Johnson, Secretary



**Minutes of the Annual Meeting
of the Board of Commissioners of the
Housing Authority of the City of Everett**

November 13, 2017

Meeting Called to Order

The Annual Meeting of the Board of Commissioners of the Housing Authority of the City of Everett was called to order by Vice-Chair Maddy Metzger-Utt following lunch, at 12:09 p.m. on Monday, November 13, 2017 at the Authority's main office, 3107 Colby Avenue, Everett, Washington.

Commissioners Present at Roll Call:

Vice-Chair Maddy Metzger-Utt
Commissioner John Mierke

Commissioner George Perez, Jr.
Commissioner Michele Rastovich

Commissioners Absent:

Chair Lyle Ryan
Commissioner Todd Taylor

Also in attendance were:

Staff:

Ashley Lommers-Johnson, Executive Director
Jill Stanton, Deputy Executive and Finance Director
Rick Dorris, Director of Development and Acquisitions
John Forsyth, Director of Housing Operations
Steve Yago, Director of Acquisitions and Asset Management
Wendy Westby, HCV Program Director
Erica Dias, Relocation and Planning Manager
Linda Baines, Deputy Director of Housing Management
Wendy Abbey, Assistant Finance Director
Chris Neblett, Hearing Officer/Administrative Coordinator
Katie Ulvestad, Executive Assistant

Guests:

Lorna Corrigan, Attorney
Tom Douge, Broadway Plaza Resident Council President

Motion to Amend Agenda

Vice-Chair Maddy Metzger-Utt called for a motion to delete the executive session from the meeting agenda. Commissioner Michele Rastovich moved to amend the agenda as stated, Commissioner George Perez, Jr. seconded, and the motion was approved.

Administration of Oath of Office to Commissioner Michele Rastovich

Vice-Chair Metzger-Utt administered the oath appointing Commissioner Rastovich to a new five year term, expiring October 6, 2022.

Approval of Minutes

Vice-Chair Metzger-Utt called for approval of the minutes for the Regular Meeting of August 28, 2017. Commissioner Perez moved for approval, and Commissioner John Mierke seconded. Upon being put to a vote, the motion passed and the meeting minutes were approved.

Election of Officers

Vice-Chair Metzger-Utt opened the process to elect officers for the coming year by calling for nominations for the position of Chair. Commissioner Rastovich nominated Vice-Chair Metzger-Utt, and Commissioner Perez seconded. There being no further nominations, Vice-Chair Metzger-Utt called for a vote for her election as Chair. All present voted in favor.

Vice-Chair Metzger-Utt next called for nominations for the position of Vice-Chair for the coming year. Commissioner Mierke nominated Commissioner Perez, and Commissioner Rastovich seconded. There being no further nominations, Vice-Chair Mierke called for a vote to elect Commissioner Perez as Vice-Chair. All present voted in favor.

Communications

Broadway Plaza Resident Council President Tom Douge reported on steps management had taken to eradicate bedbugs in several units after a recent outbreak. He said that the Council was in the process of planning Thanksgiving and Christmas events for the residents.

Executive Director's Report

Executive Director Ashley Lommers-Johnson discussed a presentation he had given at a recent meeting of the regional Housing Consortium before addressing the first topic listed under his report. He said this presentation focused on the Housing Authority's commitment to low income families with children and the need to ensure that its allocation of Project-Based Vouchers remained available to that population as well as to the chronically homeless. Mr. Lommers-Johnson then updated the Board on some key performance indicators related to the agency's housing operations performance metrics, tying these to the Housing Authority's five-year goals. He began with the housing management department. With respect to the goal of maximizing available housing resources, 19 of the Housing Authority's properties were currently at 100 percent occupancy, with an average occupancy rate of 98.6 percent for the remainder. It was also noted that maintenance

employees were completing both emergency and routine work orders in a timely manner, in keeping with the agency goal of maintaining a high level of customer service.

Mr. Lommers-Johnson next discussed the performance of the Housing Choice Voucher department, which continued to utilize the maximum allocation of Vouchers and requisite funding needed to fully utilize those Vouchers. It was noted that the HCV department has maintained a solid level of performance when it came to completing annual reviews in a timely manner; however, the overall percentage of accuracy in completing those reviews needed to be raised from 85 to 90 percent, in order for the program to regain High Performer status with HUD.

Mr. Lommers-Johnson next provided an update on renovations at Wiggums Park Place, which totaled just over \$7 million in total construction costs, excluding "soft" costs. To date, approximately \$1 million of this total had been expended. The total per unit renovation cost minus contingency funding was cited as \$88,653. The anticipated completion date for this project was Sept. 30, 2018. Photos were provided of exterior renovations to the first building, which was completed at the beginning of the current month.

The Executive Director's report concluded with an update on the disposition of Baker Heights, the relocation of its displaced tenants, and planning for the construction of new units to replace some of the lost units. Of the 244 units at Baker Heights, close to ten percent were now vacant. Most of the displaced households were at income levels that qualified them for Tenant Replacement Vouchers, but all were working with relocation staff to find new housing in area rental units. To further aid in the relocation effort, management had decided to grant a preference on waiting lists at several of the Housing Authority's Project Based housing developments. Mr. Lommers-Johnson said that management was finalizing a 9% tax credit application for the construction of up to 82 units of Project-Based Voucher housing on a portion of the Baker Heights site. Although the state legislature had not yet allocated money to the Housing Trust Fund for those tax credits, he was optimistic that the Housing Authority's application for the construction of new units would ultimately be successful.

Public Hearing

Chair Metzger-Utt called for a motion to open the public hearing on an amendment to the Housing Authority's 2017-18 Annual Plan, granting a preference on certain Project-Based waiting lists for applicants displaced as a result of the Baker Heights disposition. Commissioner Perez motioned as stated, Commissioner Rastovich seconded, and the public hearing opened at 12:48 p.m.

Hearing Officer/Administrative Coordinator Neblett said no comments were received on the Plan amendment during the required forty-five day public review period leading up to this hearing; Executive Director Lommers-Johnson said he had received some informal feedback from staff at Northwest Justice Project in favor of it. After opening the floor to further comment on the Plan amendment and receiving none, Chair Metzger-Utt called for a motion to close the public hearing. This was made by Commissioner Mierke and seconded by Commissioner Rastovich. The public hearing on the Plan amendment closed at 12:52 p.m.

Public Comment

None

Consent Agenda

Commissioner Rastovich made a motion to adopt the Consent Agenda, and Commissioner Perez seconded the motion. The Consent Agenda contained the following items:

1. Section 8 Payments for the Months of August, September, October, 2017
2. Summary of Vouchers for the Months of August, September, October, 2017

Items for Individual Consideration

Resolution No. 1441 Adopting Amended 2017 Annual Plan

Hearing Officer/Administrative Coordinator Neblett said this resolution formalized the Board's adoption of an amendment to the Housing Authority's 2017-18 Annual Plan, adding a preference on certain Project-Based waiting lists for applicants displaced as a result of the disposition of Baker Heights. He said this was the final step in the process before presenting this Plan amendment to HUD for approval, which was anticipated.

Commissioner Perez moved that the resolution be adopted. Commissioner Mierke seconded the motion, which passed unanimously.

Resolution No. 1442 Revising HCV Program Administrative Plan

HCV Program Director Wendy Westby said this resolution was intended to adopt a number of revisions to the policy governing the administration of the Housing Choice Voucher program. Scheduled to be effective December 1, 2017, it represented the second major revision to the HCV Admin Plan since May, 2017. As was the case with the earlier revision of the Admin Plan, the current proposed changes to this policy were a combination of HUD-mandated and discretionary. The latter category included the adoption of the waiting list preferences for displaced Baker Heights residents; some of the revisions required by HUD included changes to the rules around students based on a new definition of "vulnerable youth" and provisions related to amendments to the Violence Against Women Act (VAWA). It was noted that Exhibit "A" of the resolution, which enumerated the proposed Admin Plan revisions, had been modified to incorporate additional proposed revisions that were not included in the original exhibit as it appeared in the published Board agenda packet.

Commissioner Rastovich moved to adopt the resolution and both versions of the exhibit containing the Plan revisions: Exhibit "A" as originally published, and Exhibit "A, Add'l." Commissioner Perez seconded the motion, which passed unanimously.

Resolution No. 1443 Approving Section 125 Cafeteria Plan

Deputy Executive Director Jill Stanton said this resolution, which was presented to the Board annually, provided for the employee-paid portion of medical insurance to be deducted from pre-tax dollars over the upcoming calendar year.

Commissioner Mierke moved that the resolution be adopted. Commissioner Perez seconded the motion, which passed unanimously.

Resolution No. 1444 Amending EHA's Personnel Policy to Include a Telecommuting Policy

Deputy Executive Director Stanton said management was in the process of creating a position that could include some telecommuting hours, making it necessary to amend the Personnel Policy as provided in the exhibit to this resolution. She was aware that this amendment still required review by the Housing Authority's legal counsel, but she also noted that care had been taken to build internal controls around the practice of telecommuting.

Commissioner Rastovich moved that the resolution be adopted. Commissioner Perez seconded the motion, which passed unanimously.

Acceptance of Executive Director's Report on Write-offs of Tenant Accounts Receivable

Assistant Finance Director Wendy Abbey presented the Board with the annual summary of uncollectable tenant accounts written off over the past year. This totaled \$72,371.18 for tax credit properties and the Voucher program through December 31, 2016, and \$22,807.55 for all other properties through June 30, 2016. She said this report demonstrated that relatively few tenants vacated the Housing Authority's development without settling their accounts; of the uncollected monies, a third represented rent only, with the remainder categorized as damages and other charges. In closing discussion regarding this item, Executive Director Lommers-Johnson noted that the Housing Authority's overall average rent collection rate of 98.2% stood out within the industry.

Commissioner Mierke moved to accept the Executive Director's report on write offs of tenants accounts receivable. Commissioner Perez seconded the motion, which passed unanimously.

Motion Authorizing J.H. Brawner and Co. to Provide Consulting Services for Everett Housing Legacy, LLLP Project

Executive Director Lommers-Johnson introduced this item by explaining that J. H. Brawner and Company's consulting services complemented efforts by senior management staff, lead by Director of Development and Acquisitions Rick Dorris, to preserve and develop low income and affordable housing in the Everett area. This consultant has provided detailed financial analysis in the orchestration of tax credit-financed construction renovations at Meadows/Lakewoods and Wiggums Park Place. Mr. Lommers-Johnson said the term of the current agreement with Brawner and Company was still two year's from expiration; however, as consulting expenditures on the aforementioned projects were nearing the

\$500,000 contractual limit, and the firm's services were desired on the Everett Housing Legacy, LLLP project (related to replacement units for Baker Heights), it was necessary to seek the Board's approval to increase the limit of that contract by up to an additional \$500,000, as required by the Housing Authority's procurement policies. In closing, the Executive Director expressed confidence in the firm's solid track record and services provided to date.

Commissioner Perez moved to authorize the Executive Director to amend the contractual agreement with J. H. Brawner and Company, in an amount not to exceed \$500,000, for consulting services related to Everett Housing Legacy, LLLP. Commissioner Rastovich seconded, and the motion passed unanimously.

Motion Approving Paycom as Human Resources Information System Vendor

Deputy Executive Director Stanton said problems with the functionality of the current Human Resources Information System (HRIS), which was hosted by Paychex, led to a decision to issue an RFP for a new system. After evaluating bids from the two vendors that submitted complete proposals, it was decided that price was not the deciding factor. Although Paycom charged approximately \$7,000 more per annum for its services, its HRIS was viewed as the better product because it was more integrated and user-friendly. Accordingly, management was seeking the Board's approval to enter into contract with Paycom for its HRIS system for a term of three years, with the option to extend for one year period thereafter, at a rate of \$30,000 annually.

Commissioner Rastovich moved to authorize the Executive Director to execute a contract with Paycom for a Human Resources Information System per the stated terms. Commissioner Mierke seconded the motion, which passed unanimously.

Policy Discussion

Deputy Executive Director Stanton presented the core properties' fourth quarter and tax credit properties' second quarter financial statements in summary form, as the Board's Finance Committee had previously reviewed both in detail.

Adjournment

There being no further business, Vice Chair Metzger-Utt adjourned the meeting at 1:26 p.m.

ATTEST:

Chair, Board of Commissioners

Secretary



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SUMMARY OF VOUCHERS

Bank Code	Fund	Beginning and Ending Check Numbers	Check Amount For Nov. 2017
500	Payroll	2322-2336	\$ 197,070.23
001	General Fund	40082 (previous months) 40113 40474-40497	VOID VOID \$ 1,528.00
	Claims	206477 (previous months) 206617 206656 206754 206790 206918-206924 206930-207351 207358-207359	VOID VOID VOID VOID VOID \$ 756,727.23
s8a	Section 8	604626 (previous months) 520022-520137 520138 520139-520351 520660 8005432-8005517 8005518 8005519-8006276 9995128-9995136	VOID \$ 2,535,241.66 VOID VOID

Chairman

Date



Payment Summary

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			Check	Post	Total Date	
Bank	Check#	Vendor	Date	Month	Amount	Reconciled
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Opayroll - Opus Payroll Account	2323	1986 - WASHINGTON COUNCIL OF COUNTY AND CITY	11/9/2017	11-2017	2,187.16	11/30/2017
Opayroll - Opus Payroll Account	2324	265 - DEPT OF RETIREMENT SYSTEMS	11/9/2017	11-2017	46,575.13	11/30/2017
Opayroll - Opus Payroll Account	2325	3862 - WA TEAMSTERS LEGISLATURE LEAGUE	11/9/2017	11-2017	50.00	11/30/2017
Opayroll - Opus Payroll Account	2326	979 - DEPT OF RETIREMENT SYSTEMS DEFERRED COM	11/9/2017	11-2017	5,270.00	11/30/2017
Opayroll - Opus Payroll Account	2327	40 - NORTHWEST PLUS CREDIT UNION	11/9/2017	11-2017	96.00	11/30/2017
Opayroll - Opus Payroll Account	2328	4976 - GUARDIAN	11/9/2017	11-2017	11,551.96	11/30/2017
Opayroll - Opus Payroll Account	2329	300 - SHEPARD / EHA COFFEE FUND	11/13/2017	11-2017	60.50	11/30/2017
Opayroll - Opus Payroll Account	2330	265 - DEPT OF RETIREMENT SYSTEMS	11/22/2017	11-2017	45,642.76	11/30/2017
Opayroll - Opus Payroll Account	2331	300 - SHEPARD / EHA COFFEE FUND	11/22/2017	11-2017	60.50	12/31/2017
Opayroll - Opus Payroll Account	2332	3608 - TEAMSTER LOCAL #38	11/22/2017	11-2017	1,187.00	11/30/2017
Opayroll - Opus Payroll Account	2333	40 - NORTHWEST PLUS CREDIT UNION	11/22/2017	11-2017	96.00	11/30/2017
Opayroll - Opus Payroll Account	2334	4447 - EHA-GEN FUND	11/22/2017	11-2017	409.00	11/30/2017
Opayroll - Opus Payroll Account	2335	4979 - KAISER FOUNDATION HEALTH PLAN OF WASHIN	11/22/2017	11-2017	78,250.22	11/30/2017
Opayroll - Opus Payroll Account	2336	979 - DEPT OF RETIREMENT SYSTEMS DEFERRED COM	11/22/2017	11-2017	5,270.00	11/30/2017
					197,070.23	

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Payment Summary

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OpHgener - Opus PH General Fund Account	40474	0037825 - HAWLEY	11/1/2017	11-2017		77.00 11/30/2017
OpHgener - Opus PH General Fund Account	40475	0037910 - McCulloch	11/1/2017	11-2017		24.00 11/30/2017
OpHgener - Opus PH General Fund Account	40476	0038427 - Ryabinin	11/1/2017	11-2017		84.00 11/30/2017
OpHgener - Opus PH General Fund Account	40477	0044693 - DAVYDENKO	11/1/2017	11-2017		131.00 11/30/2017
OpHgener - Opus PH General Fund Account	40478	009472 - KOCHUBEBY	11/1/2017	11-2017		139.00 11/30/2017
OpHgener - Opus PH General Fund Account	40479	013510 - LINSON	11/1/2017	11-2017		21.00 11/30/2017
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OpHgener - Opus PH General Fund Account	40481	021958 - PAE	11/1/2017	11-2017		78.00 11/30/2017
OpHgener - Opus PH General Fund Account	40482	025090 - LUKE	11/1/2017	11-2017		139.00 11/30/2017
OpHgener - Opus PH General Fund Account	40483	025208 - ROTARI	11/1/2017	11-2017		92.00 11/30/2017
OpHgener - Opus PH General Fund Account	40484	025819 - SAVCHUK	11/1/2017	11-2017		41.00 11/30/2017
OpHgener - Opus PH General Fund Account	40485	027842 - DUKE	11/1/2017	11-2017		96.00 11/30/2017
OpHgener - Opus PH General Fund Account	40486	028091 - WOHLLEBEN	11/1/2017	11-2017		73.00 11/30/2017
OpHgener - Opus PH General Fund Account	40487	029331 - SISK	11/1/2017	11-2017		57.00 11/30/2017
OpHgener - Opus PH General Fund Account	40488	029647 - JONKAN	11/1/2017	11-2017		9.00
OpHgener - Opus PH General Fund Account	40489	030347 - DUPEA	11/1/2017	11-2017		34.00 11/30/2017
OpHgener - Opus PH General Fund Account	40490	030556 - COOK	11/1/2017	11-2017		73.00 11/30/2017
OpHgener - Opus PH General Fund Account	40491	031017 - CAPELLE	11/1/2017	11-2017		47.00 11/30/2017
OpHgener - Opus PH General Fund Account	40492	031069 - HAKSO	11/1/2017	11-2017		73.00 11/30/2017
OpHgener - Opus PH General Fund Account	40493	031798 - ROCHE	11/1/2017	11-2017		4.00
OpHgener - Opus PH General Fund Account	40494	036252 - ALLEN	11/1/2017	11-2017		59.00 11/30/2017
OpHgener - Opus PH General Fund Account	40495	037746 - CEDENO-CIRILO	11/1/2017	11-2017		48.00 11/30/2017
OpHgener - Opus PH General Fund Account	40496	0045472 - BLOCK	11/1/2017	11-2017		44.00 11/30/2017
OpHgener - Opus PH General Fund Account	40497	007272 - TRAN	11/1/2017	11-2017		81.00 11/30/2017

1,528.00

Payment Summary

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0claims - Opus Claims Account	206617	4463 - ALBERTSON	11/9/2017	11-2017	-91.50	
0claims - Opus Claims Account	206656	820 - AAA FIRE & SAFETY, INC	11/20/2017	11-2017	-2,978.90	
0claims - Opus Claims Account	206754	5052 - Invitation Homes	11/7/2017	11-2017	-2,195.00	
0claims - Opus Claims Account	206790	262 - DEPT LABOR & INDUSTRY ELEVATOR SECTION	11/7/2017	11-2017	-255.70	
0claims - Opus Claims Account	206918	2368 - THYSSENKRUPP ELEVATOR CORPORATION	10/30/2017	11-2017	1,102.00	11/30/2017
0claims - Opus Claims Account	206919	261 - WA STATE DEPT OF LABOR AND INDUSTRIES	10/30/2017	11-2017	54.23	11/30/2017
0claims - Opus Claims Account	206920	330 - STATE OF WASHINGTON EMPLOYMENT SECURITY	10/30/2017	11-2017	6,315.12	11/30/2017
0claims - Opus Claims Account	206921	3675 - PROFESSIONAL CLAIMS INTERVENTION SRVCS	10/30/2017	11-2017	1,920.00	11/30/2017
0claims - Opus Claims Account	206922	4556 - BANNER BANK	10/30/2017	11-2017	62,097.31	11/30/2017
0claims - Opus Claims Account	206923	4847 - WALKER & DUNLOP, LLC	10/30/2017	11-2017	23,881.48	11/30/2017
0claims - Opus Claims Account	206924	4891 - WCRA	10/30/2017	11-2017	7,085.30	11/30/2017
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0claims - Opus Claims Account	206932	t0045399 - McMillen	11/1/2017	11-2017	200.00	11/30/2017
0claims - Opus Claims Account	206933	113 - BAYSIDE SUPPLY CO	11/2/2017	11-2017	1,456.07	11/30/2017
0claims - Opus Claims Account	206934	1165 - SNOHOMISH COUNTY - DEPT OF FINANCE	11/2/2017	11-2017	939.00	11/30/2017
0claims - Opus Claims Account	206935	1365 - COMCAST	11/2/2017	11-2017	208.36	11/30/2017
0claims - Opus Claims Account	206936	1365 - COMCAST	11/2/2017	11-2017	155.76	11/30/2017
0claims - Opus Claims Account	206937	1365 - COMCAST	11/2/2017	11-2017	237.21	11/30/2017
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0claims - Opus Claims Account	206943	1365 - COMCAST	11/2/2017	11-2017	88.58	11/30/2017
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0claims - Opus Claims Account	206946	1365 - COMCAST	11/2/2017	11-2017	111.97	11/30/2017
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Payment Summary

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			Check	Post	Total	Date
Bank	Check#	Vendor	Date	Month	Amount	Reconciled
0claims - Opus Claims Account	206949	1479 - WASTE MANAGEMENT NORTHWEST INC	11/2/2017	11-2017	4,189.74	11/30/2017
0claims - Opus Claims Account	206950	1936 - MICROFLEX	11/2/2017	11-2017	1,030.08	11/30/2017
0claims - Opus Claims Account	206951	1958 - HORIZON	11/2/2017	11-2017	85.98	11/30/2017
0claims - Opus Claims Account	206952	200 - CITY OF EVERETT - UTILITY SERVICES	11/2/2017	11-2017	5,331.87	11/30/2017
0claims - Opus Claims Account	206953	215 - CONSOLIDATED ELECTRICAL DIST INC	11/2/2017	11-2017	148.00	11/30/2017
0claims - Opus Claims Account	206954	2312 - OFFICE TEAM	11/2/2017	11-2017	1,938.60	11/30/2017
0claims - Opus Claims Account	206955	2875 - LOWE'S COMMERCIAL	11/2/2017	11-2017	782.77	11/30/2017
0claims - Opus Claims Account	206956	297 - DEPT OF LABOR & INDUSTRIES	11/2/2017	11-2017	46.60	11/30/2017
0claims - Opus Claims Account	206957	3152 - SHRED-IT USA LLC	11/2/2017	11-2017	79.54	11/30/2017
0claims - Opus Claims Account	206958	3330 - RODDA PAINT CO. INC	11/2/2017	11-2017	123.65	11/30/2017
0claims - Opus Claims Account	206959	3498 - DANIEL LY SNO-KING CARPET CLEANING	11/2/2017	11-2017	296.19	11/30/2017
0claims - Opus Claims Account	206960	3544 - PACIFIC BREEZE PRODUCTS, INC	11/2/2017	11-2017	516.95	11/30/2017
0claims - Opus Claims Account	206961	3775 - HOLADAY-PARKS, INC	11/2/2017	11-2017	727.00	11/30/2017
0claims - Opus Claims Account	206962	3792 - HENDERSON DBA HENDERSON HAULING	11/2/2017	11-2017	906.25	11/30/2017
0claims - Opus Claims Account	206963	3801 - BUILDERS EXCHANGE OF WASHINGTON	11/2/2017	11-2017	45.00	11/30/2017
0claims - Opus Claims Account	206964	4343 - WATSON & MCDONELL, PLLC	11/2/2017	11-2017	59,500.00	11/30/2017
0claims - Opus Claims Account	206965	4457 - MAYNARD	11/2/2017	11-2017	114.75	11/30/2017
0claims - Opus Claims Account	206966	4469 - DORRIS	11/2/2017	11-2017	528.90	11/30/2017
0claims - Opus Claims Account	206967	4612 - SHELCO INC.	11/2/2017	11-2017	399.96	11/30/2017
0claims - Opus Claims Account	206968	464 - GE APPLIANCES	11/2/2017	11-2017	1,382.22	11/30/2017
0claims - Opus Claims Account	206969	4644 - KINGS III OF AMERICA, INC.	11/2/2017	11-2017	788.21	11/30/2017
0claims - Opus Claims Account	206970	4646 - CONDO COMMERCIAL GROUNDS MAINT., INC.	11/2/2017	11-2017	5,160.21	11/30/2017
0claims - Opus Claims Account	206971	4669 - SAFEGUARD PEST CONTROL, INC.	11/2/2017	11-2017	153.58	11/30/2017
0claims - Opus Claims Account	206972	475 - FRONTIER	11/2/2017	11-2017	695.92	11/30/2017
0claims - Opus Claims Account	206973	4782 - Corporate Payment Systems-Dias	11/2/2017	11-2017	113.78	11/30/2017
0claims - Opus Claims Account	206974	4788 - Corporate Payment Systems-Kennedy	11/2/2017	11-2017	297.00	11/30/2017
0claims - Opus Claims Account	206975	4790 - Corporate Payment Systems-Maynard	11/2/2017	11-2017	24.85	11/30/2017
0claims - Opus Claims Account	206976	4794 - Corporate Payment Systems-Stanton	11/2/2017	11-2017	2,490.00	11/30/2017
0claims - Opus Claims Account	206977	4799 - Corporate Payment Systems-Westby	11/2/2017	11-2017	406.84	11/30/2017
0claims - Opus Claims Account	206978	4801 - Corporate Payment Systems-HS Manage	11/2/2017	11-2017	225.00	11/30/2017
0claims - Opus Claims Account	206979	482 - GOLDFINCH BROS IN	11/2/2017	11-2017	43.88	11/30/2017

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Payment Summary

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
0claims - Opus Claims Account	206980	4834 - GroundWorks Landscaping Services	11/2/2017	11-2017	740.05	11/30/2017
0claims - Opus Claims Account	206981	4844 - AT&T	11/2/2017	11-2017	92.00	11/30/2017
0claims - Opus Claims Account	206982	4860 - CITY OF LYNNWOOD	11/2/2017	11-2017	8,135.58	11/30/2017
0claims - Opus Claims Account	206983	4878 - Corporate Payment Systems-Floeting	11/2/2017	11-2017	700.41	11/30/2017
0claims - Opus Claims Account	206984	4902 - Corporate Payment Systems-Baines	11/2/2017	11-2017	375.63	11/30/2017
0claims - Opus Claims Account	206985	4998 - Cascadian Associates	11/2/2017	11-2017	184.91	11/30/2017
0claims - Opus Claims Account	206986	5037 - Corporate Payment Systems-Forsyth	11/2/2017	11-2017	30.00	11/30/2017
0claims - Opus Claims Account	206987	5053 - FORSYTH	11/2/2017	11-2017	13.91	11/30/2017
0claims - Opus Claims Account	206988	59 - GUARDIAN SECURITY SYSTEMS, INC.	11/2/2017	11-2017	557.00	11/30/2017
0claims - Opus Claims Account	206989	604341a - JACKSON HOUSE AT PACIFIC CREST	11/2/2017	11-2017	365.00	11/30/2017
0claims - Opus Claims Account	206990	741 - SISKUN POWER EQUIPMENT	11/2/2017	11-2017	60.29	11/30/2017
0claims - Opus Claims Account	206991	755 - MARTIN LUMBER AND HARDWARE INC	11/2/2017	11-2017	76.12	11/30/2017
0claims - Opus Claims Account	206992	771 - HD SUPPLY FACILITIES MAINTENANCE	11/2/2017	11-2017	4,821.50	11/30/2017
0claims - Opus Claims Account	206993	814 - NORTH COAST ELECTRIC COMPANY	11/2/2017	11-2017	72.31	11/30/2017
0claims - Opus Claims Account	206994	926 - CEDAR GROVE COMPOSTING	11/2/2017	11-2017	27.75	11/30/2017
0claims - Opus Claims Account	206995	985 - PUD #1 OF SNOHOMISH COUNTY	11/2/2017	11-2017	11,861.03	11/30/2017
0claims - Opus Claims Account	206996	t0000030 - Criswell	11/2/2017	11-2017	60.26	
0claims - Opus Claims Account	206997	t0042265 - Brooker	11/2/2017	11-2017	200.00	
0claims - Opus Claims Account	206998	x014617 - YAREMA	11/2/2017	11-2017	150.00	11/30/2017
0claims - Opus Claims Account	206999	t010214 - HILL	11/2/2017	11-2017	480.00	11/30/2017
0claims - Opus Claims Account	207000	t020438 - CONDON	11/2/2017	11-2017	480.00	11/30/2017
0claims - Opus Claims Account	207001	4944 - Western Exterminator Company	11/2/2017	11-2017	435.79	11/30/2017
0claims - Opus Claims Account	207002	1190 - SOUND SAFETY PRODUCTS, INC	11/3/2017	11-2017	130.69	11/30/2017
0claims - Opus Claims Account	207003	t0038860 - Morino	11/3/2017	11-2017	44.40	11/30/2017
0claims - Opus Claims Account	207004	604748 - MOHAMMAD SAMHAN	11/6/2017	11-2017	1,750.00	11/30/2017
0claims - Opus Claims Account	207005	x028840 - LEE	11/6/2017	11-2017	500.00	11/30/2017
0claims - Opus Claims Account	207006	4764 - GREBEN	11/7/2017	11-2017	150.12	11/30/2017
0claims - Opus Claims Account	207007	t0044091 - Leng	11/7/2017	11-2017	75.00	11/30/2017
0claims - Opus Claims Account	207008	5062 - The Greens of Merrill Creek Apts.	11/8/2017	11-2017	996.00	11/30/2017
0claims - Opus Claims Account	207009	5075 - Patrick Harrigan	11/8/2017	11-2017	1,580.00	11/30/2017
0claims - Opus Claims Account	207010	x0037657 - Alzerkani	11/8/2017	11-2017	668.00	11/30/2017

Payment Summary

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			Check	Post	Total	Date
Bank	Check#	Vendor	Date	Month	Amount	Reconciled
0claims - Opus Claims Account	207011	x014617 - YAREMA	11/8/2017	11-2017	600.00	11/30/2017
0claims - Opus Claims Account	207012	x020225 - KRUGLOVA	11/8/2017	11-2017	600.00	11/30/2017
0claims - Opus Claims Account	207013	1055 - RUBATINO REFUSE REMOVAL INC	11/8/2017	11-2017	1,608.94	11/30/2017
0claims - Opus Claims Account	207014	1177 - SOUND SECURITY DBA SONITROL PACIFIC	11/8/2017	11-2017	744.64	11/30/2017
0claims - Opus Claims Account	207015	1190 - SOUND SAFETY PRODUCTS, INC	11/8/2017	11-2017	123.69	11/30/2017
0claims - Opus Claims Account	207016	1365 - COMCAST	11/8/2017	11-2017	78.27	11/30/2017
0claims - Opus Claims Account	207017	1365 - COMCAST	11/8/2017	11-2017	57.18	11/30/2017
0claims - Opus Claims Account	207018	1365 - COMCAST	11/8/2017	11-2017	381.78	11/30/2017
0claims - Opus Claims Account	207019	1365 - COMCAST	11/8/2017	11-2017	146.30	11/30/2017
0claims - Opus Claims Account	207020	1405 - PUGET SOUND ENERGY	11/8/2017	11-2017	3,441.84	11/30/2017
0claims - Opus Claims Account	207021	1506 - INSIGHT PUBLIC SECTOR	11/8/2017	11-2017	294.63	11/30/2017
0claims - Opus Claims Account	207022	200 - CITY OF EVERETT - UTILITY SERVICES	11/8/2017	11-2017	817.80	11/30/2017
0claims - Opus Claims Account	207023	2368 - THYSSENKRUPP ELEVATOR CORPORATION	11/8/2017	11-2017	6,904.86	11/30/2017
0claims - Opus Claims Account	207024	2875 - LOWE'S COMMERCIAL	11/8/2017	11-2017	300.26	11/30/2017
0claims - Opus Claims Account	207025	2956 - ACCOUNTEMP	11/8/2017	11-2017	1,046.63	11/30/2017
0claims - Opus Claims Account	207026	3393 - SPRAGUE PEST SOLUTIONS	11/8/2017	11-2017	6,768.52	11/30/2017
0claims - Opus Claims Account	207027	375 - EVERETT SAFE & LOCK, INC	11/8/2017	11-2017	24.62	11/30/2017
0claims - Opus Claims Account	207028	3784 - STAPLES BUSINESS ADVANTAGE	11/8/2017	11-2017	140.05	11/30/2017
0claims - Opus Claims Account	207029	3784 - STAPLES BUSINESS ADVANTAGE	11/8/2017	11-2017	106.30	11/30/2017
0claims - Opus Claims Account	207030	3784 - STAPLES BUSINESS ADVANTAGE	11/8/2017	11-2017	192.06	11/30/2017
0claims - Opus Claims Account	207031	3784 - STAPLES BUSINESS ADVANTAGE	11/8/2017	11-2017	139.71	11/30/2017
0claims - Opus Claims Account	207032	3796 - JRS ENGINEERING CORP	11/8/2017	11-2017	4,037.50	11/30/2017
0claims - Opus Claims Account	207033	3844 - SIMPLEXGRINNELL LP	11/8/2017	11-2017	312.65	11/30/2017
0claims - Opus Claims Account	207034	4243 - DUNN LUMBER COMPANY	11/8/2017	11-2017	27.12	11/30/2017
0claims - Opus Claims Account	207035	46 - REDI-NATIONAL PEST ELIMINATORS, INC.	11/8/2017	11-2017	41.50	11/30/2017
0claims - Opus Claims Account	207036	4631 - HELTNE	11/8/2017	11-2017	151.46	11/30/2017
0claims - Opus Claims Account	207037	4653 - LEE	11/8/2017	11-2017	400.00	12/31/2017
0claims - Opus Claims Account	207038	4688 - RMC Architects	11/8/2017	11-2017	3,043.75	11/30/2017
0claims - Opus Claims Account	207039	4747 - Chicago Title Company of Washington	11/8/2017	11-2017	109.70	11/30/2017
0claims - Opus Claims Account	207040	475 - FRONTIER	11/8/2017	11-2017	473.75	11/30/2017
0claims - Opus Claims Account	207041	4763 - Evergreen Moving Systems, Inc.	11/8/2017	11-2017	5,965.20	11/30/2017

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Payment Summary

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0claims - Opus Claims Account	207042	5002 - Clementine Live Answering Service	11/8/2017	11-2017	3,072.56	11/30/2017
0claims - Opus Claims Account	207043	5046 - CONCRETE EXPERTS	11/8/2017	11-2017	19,215.00	11/30/2017
0claims - Opus Claims Account	207044	59 - GUARDIAN SECURITY SYSTEMS, INC.	11/8/2017	11-2017	309.00	11/30/2017
0claims - Opus Claims Account	207045	684 - NEWTON * KIGHT ATTORNEYS AT LAW	11/8/2017	11-2017	1,760.70	11/30/2017
0claims - Opus Claims Account	207046	7329 - SILVER LAKE WATER DISTRICT	11/8/2017	11-2017	203.00	11/30/2017
0claims - Opus Claims Account	207047	755 - MARTIN LUMBER AND HARDWARE INC	11/8/2017	11-2017	26.74	11/30/2017
0claims - Opus Claims Account	207048	771 - HD SUPPLY FACILITIES MAINTENANCE	11/8/2017	11-2017	1,622.01	11/30/2017
0claims - Opus Claims Account	207049	817 - NAN MCKAY AND ASSOCIATES, INC	11/8/2017	11-2017	349.00	11/30/2017
0claims - Opus Claims Account	207050	869 - OFFICE DEPOT, INC.	11/8/2017	11-2017	207.54	11/30/2017
0claims - Opus Claims Account	207051	985 - PUD #1 OF SNOHOMISH COUNTY	11/8/2017	11-2017	3,148.58	11/30/2017
0claims - Opus Claims Account	207052	bekins - dba BEKINS NORTHWEST	11/8/2017	11-2017	24,627.00	11/30/2017
0claims - Opus Claims Account	207053	trans - Translators USA	11/8/2017	11-2017	65.00	11/30/2017
0claims - Opus Claims Account	207054	x028840 - LEE	11/8/2017	11-2017	35.00	11/30/2017
0claims - Opus Claims Account	207055	1345 - ECONOMY FENCE CENTER	11/9/2017	11-2017	34.59	11/30/2017
0claims - Opus Claims Account	207056	262 - DEPT LABOR & INDUSTRY ELEVATOR SECTION	11/9/2017	11-2017	141.60	11/30/2017
0claims - Opus Claims Account	207057	1052 - ROTO-ROOTER INC	11/9/2017	11-2017	409.00	11/30/2017
0claims - Opus Claims Account	207058	1365 - COMCAST	11/9/2017	11-2017	143.98	12/31/2017
0claims - Opus Claims Account	207059	1405 - PUGET SOUND ENERGY	11/9/2017	11-2017	469.53	11/30/2017
0claims - Opus Claims Account	207060	1479 - WASTE MANAGEMENT NORTHWEST INC	11/9/2017	11-2017	1,023.78	11/30/2017
0claims - Opus Claims Account	207061	200 - CITY OF EVERETT - UTILITY SERVICES	11/9/2017	11-2017	2,178.50	11/30/2017
0claims - Opus Claims Account	207062	215 - CONSOLIDATED ELECTRICAL DIST INC	11/9/2017	11-2017	372.98	11/30/2017
0claims - Opus Claims Account	207063	2312 - OFFICE TEAM	11/9/2017	11-2017	1,077.00	11/30/2017
0claims - Opus Claims Account	207064	2956 - ACCOUNTEMPS	11/9/2017	11-2017	2,114.18	11/30/2017
0claims - Opus Claims Account	207065	3504 - EXPRESS SERVICES, INC.	11/9/2017	11-2017	265.93	11/30/2017
0claims - Opus Claims Account	207066	3544 - PACIFIC BREEZE PRODUCTS, INC	11/9/2017	11-2017	66.64	11/30/2017
0claims - Opus Claims Account	207067	3559 - LIBERTY MUTUAL INSURANCE	11/9/2017	11-2017	22,942.00	11/30/2017
0claims - Opus Claims Account	207068	3594 - O'REILLY AUTO PARTS OZARK AUTOMOTIVE DIS	11/9/2017	11-2017	21.18	11/30/2017
0claims - Opus Claims Account	207069	3737 - NEW FRONTIER TECHNOLOGIES, LLC	11/9/2017	11-2017	550.00	12/31/2017
0claims - Opus Claims Account	207070	3800 - J.H. BRAWNER & CO	11/9/2017	11-2017	2,000.00	11/30/2017
0claims - Opus Claims Account	207071	4314 - FOSTER PEPPER PLLC	11/9/2017	11-2017	502.50	11/30/2017
0claims - Opus Claims Account	207072	4358 - BENETRAC	11/9/2017	11-2017	424.00	11/30/2017

Payment Summary

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Bank	Check #	Vendor	Check	Post	Total Date
Amount Reconciled					

0claims - Opus Claims Account	207073	463 - HOUSING HOPE	11/9/2017	11-2017	1,045.00 11/30/2017
0claims - Opus Claims Account	207074	4633 - KIENHOLZ	11/9/2017	11-2017	141.14 11/30/2017
0claims - Opus Claims Account	207075	4669 - SAFEGUARD PEST CONTROL, INC.	11/9/2017	11-2017	104.22 11/30/2017
0claims - Opus Claims Account	207076	4747 - Chicago Title Company of Washington	11/9/2017	11-2017	383.95 11/30/2017
0claims - Opus Claims Account	207077	475 - FRONTIER	11/9/2017	11-2017	704.83 11/30/2017
0claims - Opus Claims Account	207078	4780 - BLISH	11/9/2017	11-2017	28.57
0claims - Opus Claims Account	207079	4863 - IRON MOUNTAIN	11/9/2017	11-2017	7.61 11/30/2017
0claims - Opus Claims Account	207080	4905 - THE LANGUAGE EXCHANGE, INC.	11/9/2017	11-2017	230.78 11/30/2017
0claims - Opus Claims Account	207081	4944 - Western Exterminator Company	11/9/2017	11-2017	222.54 11/30/2017
0claims - Opus Claims Account	207082	4963 - ROBERTSON	11/9/2017	11-2017	5.85 11/30/2017
0claims - Opus Claims Account	207083	5066 - EAGLES LANDING APARTMENTS, L.P.	11/9/2017	11-2017	300.00 12/31/2017
0claims - Opus Claims Account	207084	755 - MARTIN LUMBER AND HARDWARE INC	11/9/2017	11-2017	207.92 11/30/2017
0claims - Opus Claims Account	207085	771 - HD SUPPLY FACILITIES MAINTENANCE	11/9/2017	11-2017	842.76 11/30/2017
0claims - Opus Claims Account	207086	985 - PUD #1 OF SNOHOMISH COUNTY	11/9/2017	11-2017	50.01 11/30/2017
0claims - Opus Claims Account	207087	bekins - dba BEKINS NORTHWEST	11/9/2017	11-2017	1,640.51 11/30/2017
0claims - Opus Claims Account	207088	203 - CITY OF EVERETT	11/9/2017	11-2017	1,729.75 11/30/2017
0claims - Opus Claims Account	207089	2368 - THYSSENKRUPP ELEVATOR CORPORATION	11/9/2017	11-2017	1,952.00 11/30/2017
0claims - Opus Claims Account	207090	3536 - VERIZON WIRELESS	11/9/2017	11-2017	498.02 11/30/2017
0claims - Opus Claims Account	207091	4010 - ALLSTREAM	11/9/2017	11-2017	852.28 11/30/2017
0claims - Opus Claims Account	207092	4075 - BERGO	11/9/2017	11-2017	720.00 11/30/2017
0claims - Opus Claims Account	207093	4574 - BINGHAM ARBITRAGE REBATE SERVICES, INC.	11/9/2017	11-2017	1,300.00 11/30/2017
0claims - Opus Claims Account	207094	4583 - ABODE INSPECTION SERVICES LLC	11/9/2017	11-2017	1,911.00 11/30/2017
0claims - Opus Claims Account	207095	475 - FRONTIER	11/9/2017	11-2017	1,247.49 11/30/2017
0claims - Opus Claims Account	207096	4802 - Corporate Payment Systems-Finance Dept.	11/9/2017	11-2017	481.93 11/30/2017
0claims - Opus Claims Account	207097	4869 - KYOCERA DOCUMENT SOLUTIONS NORTHWEST	11/9/2017	11-2017	3,831.51 11/30/2017
0claims - Opus Claims Account	207098	5072 - ST&S EMS, LLC	11/9/2017	11-2017	650.00 11/30/2017
0claims - Opus Claims Account	207099	5076 - PNC REAL ESTATE TAX CREDIT CAPITAL	11/9/2017	11-2017	2,732.00 12/31/2017
0claims - Opus Claims Account	207100	5078 - RAYFIELD	11/9/2017	11-2017	15.00 12/31/2017
0claims - Opus Claims Account	207101	5079 - PAYCOM PAYROLL LLC	11/9/2017	11-2017	7,159.22 11/30/2017
0claims - Opus Claims Account	207102	5081 - CITY OF MOUNTLAKE TERRACE	11/9/2017	11-2017	17.35 11/30/2017
0claims - Opus Claims Account	207103	X015606 - PHENGSAVATH	11/13/2017	11-2017	315.00

Payment Summary

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0claims - Opus Claims Account	207104	x015606 - PHENGSAVATH	11/13/2017	11-2017	250.00	
0claims - Opus Claims Account	207105	x025309 - JACOBS	11/13/2017	11-2017	100.00	11/30/2017
0claims - Opus Claims Account	207106	x020225 - KRUGLOVA	11/15/2017	11-2017	600.00	11/30/2017
0claims - Opus Claims Account	207107	t0046854 - Felton Grooms	11/15/2017	11-2017	21.02	11/30/2017
0claims - Opus Claims Account	207108	x015606 - PHENGSAVATH	11/15/2017	11-2017	149.00	12/31/2017
0claims - Opus Claims Account	207109	x020225 - KRUGLOVA	11/15/2017	11-2017	350.00	11/30/2017
0claims - Opus Claims Account	207110	1039 - HOME DEPOT CREDIT SERVICES	11/16/2017	11-2017	38.12	11/30/2017
0claims - Opus Claims Account	207111	1055 - RUBATINO REFUSE REMOVAL INC	11/16/2017	11-2017	16,190.86	11/30/2017
0claims - Opus Claims Account	207112	1365 - COMCAST	11/16/2017	11-2017	256.71	11/30/2017
0claims - Opus Claims Account	207113	1365 - COMCAST	11/16/2017	11-2017	99.52	11/30/2017
0claims - Opus Claims Account	207114	1365 - COMCAST	11/16/2017	11-2017	105.36	11/30/2017
0claims - Opus Claims Account	207115	1365 - COMCAST	11/16/2017	11-2017	192.37	11/30/2017
0claims - Opus Claims Account	207116	1365 - COMCAST	11/16/2017	11-2017	126.05	11/30/2017
0claims - Opus Claims Account	207117	1365 - COMCAST	11/16/2017	11-2017	243.04	11/30/2017
0claims - Opus Claims Account	207118	1365 - COMCAST	11/16/2017	11-2017	135.08	11/30/2017
0claims - Opus Claims Account	207119	1405 - PUGET SOUND ENERGY	11/16/2017	11-2017	993.51	11/30/2017
0claims - Opus Claims Account	207120	1479 - WASTE MANAGEMENT NORTHWEST INC	11/16/2017	11-2017	1,138.90	11/30/2017
0claims - Opus Claims Account	207121	200 - CITY OF EVERETT - UTILITY SERVICES	11/16/2017	11-2017	12,493.90	11/30/2017
0claims - Opus Claims Account	207122	217 - AIRGAS - NORPAC, INC	11/16/2017	11-2017	9.05	11/30/2017
0claims - Opus Claims Account	207123	2312 - OFFICE TEAM	11/16/2017	11-2017	1,077.00	11/30/2017
0claims - Opus Claims Account	207124	2368 - THYSSENKRUPP ELEVATOR CORPORATION	11/16/2017	11-2017	381.80	11/30/2017
0claims - Opus Claims Account	207125	2721 - STANTON	11/16/2017	11-2017	34.45	12/31/2017
0claims - Opus Claims Account	207126	2875 - LOWE'S COMMERCIAL	11/16/2017	11-2017	423.23	11/30/2017
0claims - Opus Claims Account	207127	2983 - TALX CORP DBA EQUIFAX WORKFORCE SOLUTION	11/16/2017	11-2017	101.68	11/30/2017
0claims - Opus Claims Account	207128	300 - SHEPARD / EHA COFFEE FUND	11/16/2017	11-2017	20.00	11/30/2017
0claims - Opus Claims Account	207129	3152 - SHRED-IT USA LLC	11/16/2017	11-2017	342.40	11/30/2017
0claims - Opus Claims Account	207130	3158 - PITNEY BOWES	11/16/2017	11-2017	316.17	11/30/2017
0claims - Opus Claims Account	207131	3158 - PITNEY BOWES	11/16/2017	11-2017	78.12	11/30/2017
0claims - Opus Claims Account	207132	3504 - EXPRESS SERVICES, INC.	11/16/2017	11-2017	701.51	11/30/2017
0claims - Opus Claims Account	207133	3536 - VERIZON WIRELESS	11/16/2017	11-2017	2,216.87	11/30/2017
0claims - Opus Claims Account	207134	3844 - SIMPLEXGRINNELL LP	11/16/2017	11-2017	660.24	11/30/2017

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Payment Summary

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0claims - Opus Claims Account	207135	3870 - AACRA BACKFLOW TESTING AND REPAIR, INC	11/16/2017	11-2017	165.00	
0claims - Opus Claims Account	207136	399 - WASHINGTON STATE PATROL	11/16/2017	11-2017	492.00	11/30/2017
0claims - Opus Claims Account	207137	4186 - LOMMERS-JOHNSON	11/16/2017	11-2017	64.31	12/31/2017
0claims - Opus Claims Account	207138	4311 - EVERETT HOUSING AUTHORITY	11/16/2017	11-2017	250.00	11/30/2017
0claims - Opus Claims Account	207139	4312 - REFUGEE & IMMIGRANT SERVICES NORTHWEST	11/16/2017	11-2017	1,206.80	12/31/2017
0claims - Opus Claims Account	207140	4338 - VINTAGE AT EVERETT	11/16/2017	11-2017	170.00	11/30/2017
0claims - Opus Claims Account	207141	4546 - EMELANDER	11/16/2017	11-2017	250.75	
0claims - Opus Claims Account	207142	4585 - LOOPUP DBA RING2 COMMUNICATIONS LLC	11/16/2017	11-2017	7.41	11/30/2017
0claims - Opus Claims Account	207143	4612 - SHELCO INC.	11/16/2017	11-2017	394.65	11/30/2017
0claims - Opus Claims Account	207144	464 - GE APPLIANCES	11/16/2017	11-2017	1,849.54	11/30/2017
0claims - Opus Claims Account	207145	4643 - PROTECTION ONE ALARM MONITORING INC.	11/16/2017	11-2017	3,469.97	11/30/2017
0claims - Opus Claims Account	207146	4646 - CONDO COMMERCIAL GROUNDS MAINT., INC.	11/16/2017	11-2017	3,402.51	11/30/2017
0claims - Opus Claims Account	207147	4748 - GRANITE TELECOMMUNICATIONS, LLC	11/16/2017	11-2017	162.84	11/30/2017
0claims - Opus Claims Account	207148	475 - FRONTIER	11/16/2017	11-2017	3,936.80	11/30/2017
0claims - Opus Claims Account	207149	4783 - Corporate Payment Systems-Dorris	11/16/2017	11-2017	549.33	11/30/2017
0claims - Opus Claims Account	207150	4786 - Corporate Payment Systems-Gizzi	11/16/2017	11-2017	147.00	11/30/2017
0claims - Opus Claims Account	207151	4790 - Corporate Payment Systems-Maynard	11/16/2017	11-2017	781.51	11/30/2017
0claims - Opus Claims Account	207152	4797 - Corporate Payment Systems-Tucker	11/16/2017	11-2017	20.84	11/30/2017
0claims - Opus Claims Account	207153	4834 - GroundWorks Landscaping Services	11/16/2017	11-2017	5,034.22	12/31/2017
0claims - Opus Claims Account	207154	4871 - LAKE STEVENS SEWER DISTRICT	11/16/2017	11-2017	3,440.00	11/30/2017
0claims - Opus Claims Account	207155	4872 - CITY OF MONROE	11/16/2017	11-2017	1,794.61	11/30/2017
0claims - Opus Claims Account	207156	4880 - Corporate Payment Systems-Owens	11/16/2017	11-2017	485.50	11/30/2017
0claims - Opus Claims Account	207157	4894 - DAVIS CURRIER	11/16/2017	11-2017	85.66	11/30/2017
0claims - Opus Claims Account	207158	4929 - ORKIN, 758-EVERETT, WA	11/16/2017	11-2017	357.62	11/30/2017
0claims - Opus Claims Account	207159	4992 - Corporate Payment Systems-Kienholz	11/16/2017	11-2017	630.74	11/30/2017
0claims - Opus Claims Account	207160	4995 - dba 5J Williams Family LLC - Riverdale	11/16/2017	11-2017	1,295.00	11/30/2017
0claims - Opus Claims Account	207161	4996 - dba GJJ Williams Investments LLC - River's Landing	11/16/2017	11-2017	5,232.50	11/30/2017
0claims - Opus Claims Account	207162	4997 - Highlander Associates	11/16/2017	11-2017	1,350.00	11/30/2017
0claims - Opus Claims Account	207163	4998 - Cascadian Associates	11/16/2017	11-2017	2,550.00	11/30/2017
0claims - Opus Claims Account	207164	5053 - FORSYTH	11/16/2017	11-2017	259.00	11/30/2017
0claims - Opus Claims Account	207165	5071 - FERGUSON	11/16/2017	11-2017	500.00	11/30/2017

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Payment Summary

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0claims - Opus Claims Account	207166	5073 - SALAS	11/16/2017	11-2017	79.93	11/30/2017
0claims - Opus Claims Account	207167	5080 - RENTGROW, INC.	11/16/2017	11-2017	133.00	11/30/2017
0claims - Opus Claims Account	207168	771 - HD SUPPLY FACILITIES MAINTENANCE	11/16/2017	11-2017	7,052.83	12/31/2017
0claims - Opus Claims Account	207169	846 - CONSOLIDATED SUPPLY	11/16/2017	11-2017	1,045.25	11/30/2017
0claims - Opus Claims Account	207170	963 - PLATT ELECTRIC SUPPLY INC	11/16/2017	11-2017	97.06	11/30/2017
0claims - Opus Claims Account	207171	985 - PUD #1 OF SNOHOMISH COUNTY	11/16/2017	11-2017	4,134.75	11/30/2017
0claims - Opus Claims Account	207172	regional - REPUBLIC SERVICES #197	11/16/2017	11-2017	394.29	11/30/2017
0claims - Opus Claims Account	207173	x030728 - ALSHATEE	11/17/2017	11-2017	2,075.00	11/30/2017
0claims - Opus Claims Account	207174	x032352 - BEN	11/17/2017	11-2017	500.00	11/30/2017
0claims - Opus Claims Account	207175	t0038817 - Van	11/20/2017	11-2017	147.00	12/31/2017
0claims - Opus Claims Account	207176	t0044624 - Rosendahl c/o Jessica Rosendahl	11/20/2017	11-2017	492.00	11/30/2017
0claims - Opus Claims Account	207177	t0045792 - Kim	11/20/2017	11-2017	330.00	11/30/2017
0claims - Opus Claims Account	207178	5066 - EAGLES LANDING APARTMENTS, L.P.	11/20/2017	11-2017	35.00	11/30/2017
0claims - Opus Claims Account	207179	t0037664 - Al Ghazali	11/20/2017	11-2017	700.00	12/31/2017
0claims - Opus Claims Account	207180	x030728 - ALSHATEE	11/20/2017	11-2017	700.00	11/30/2017
0claims - Opus Claims Account	207181	5085 - Forest Grove Apartments	11/21/2017	11-2017	70.00	12/31/2017
0claims - Opus Claims Account	207182	5086 - Madison Way Apartments	11/21/2017	11-2017	140.00	11/30/2017
0claims - Opus Claims Account	207183	x0045438 - SEABERG	11/21/2017	11-2017	54.00	12/31/2017
0claims - Opus Claims Account	207184	113 - BAYSIDE SUPPLY CO	11/21/2017	11-2017	12,731.50	11/30/2017
0claims - Opus Claims Account	207185	1365 - COMCAST	11/21/2017	11-2017	324.73	11/30/2017
0claims - Opus Claims Account	207186	1365 - COMCAST	11/21/2017	11-2017	192.37	11/30/2017
0claims - Opus Claims Account	207187	1365 - COMCAST	11/21/2017	11-2017	241.29	11/30/2017
0claims - Opus Claims Account	207188	1365 - COMCAST	11/21/2017	11-2017	83.96	11/30/2017
0claims - Opus Claims Account	207189	1365 - COMCAST	11/21/2017	11-2017	189.04	11/30/2017
0claims - Opus Claims Account	207190	1365 - COMCAST	11/21/2017	11-2017	92.91	11/30/2017
0claims - Opus Claims Account	207191	1365 - COMCAST	11/21/2017	11-2017	221.43	11/30/2017
0claims - Opus Claims Account	207192	1405 - PUGET SOUND ENERGY	11/21/2017	11-2017	225.85	11/30/2017
0claims - Opus Claims Account	207193	200 - CITY OF EVERETT - UTILITY SERVICES	11/21/2017	11-2017	1,366.87	11/30/2017
0claims - Opus Claims Account	207194	2169 - ALLIED FIRE & SECURITY	11/21/2017	11-2017	749.20	11/30/2017
0claims - Opus Claims Account	207195	2956 - ACCOUNTEMPs	11/21/2017	11-2017	1,011.74	11/30/2017
0claims - Opus Claims Account	207196	3544 - PACIFIC BREEZE PRODUCTS, INC	11/21/2017	11-2017	516.95	11/30/2017

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Payment Summary

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			Check	Post	Total	Date
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0claims - Opus Claims Account	207197	3750 - WASHINGTON SERVICE CORPS	11/21/2017	11-2017	22,800.00	11/30/2017
0claims - Opus Claims Account	207198	3844 - SIMPLEXGRINNELL LP	11/21/2017	11-2017	7,082.66	11/30/2017
0claims - Opus Claims Account	207199	3871 - ALPHA COURIER, INC	11/21/2017	11-2017	145.70	11/30/2017
0claims - Opus Claims Account	207200	4104 - STANLEY ACCESS TECHNOLOGIES	11/21/2017	11-2017	306.55	11/30/2017
0claims - Opus Claims Account	207201	4186 - LOMMERS-JOHNSON	11/21/2017	11-2017	38.35	12/31/2017
0claims - Opus Claims Account	207202	4226 - BOSTON CAPITAL TAX CREDIT FUND XXXIV, LP	11/21/2017	11-2017	20,721.36	12/31/2017
0claims - Opus Claims Account	207203	4314 - FOSTER PEPPER PLLC	11/21/2017	11-2017	2,477.50	11/30/2017
0claims - Opus Claims Account	207204	4319 - MICROSOFT CORPORATION	11/21/2017	11-2017	1,762.51	11/30/2017
0claims - Opus Claims Account	207205	4425 - ASSOCIATED PETROLEUM PRODUCTS	11/21/2017	11-2017	241.94	11/30/2017
0claims - Opus Claims Account	207206	4442 - ABBEY	11/21/2017	11-2017	261.23	
0claims - Opus Claims Account	207207	4475 - KENNEDY	11/21/2017	11-2017	90.95	11/30/2017
0claims - Opus Claims Account	207208	464 - GE APPLIANCES	11/21/2017	11-2017	3,093.54	11/30/2017
0claims - Opus Claims Account	207209	4646 - CONDO COMMERCIAL GROUNDS MAINT., INC.	11/21/2017	11-2017	1,166.72	11/30/2017
0claims - Opus Claims Account	207210	4669 - SAFEGUARD PEST CONTROL, INC.	11/21/2017	11-2017	165.60	11/30/2017
0claims - Opus Claims Account	207211	4671 - LOVERIDGE HUNT & CO., PLLC	11/21/2017	11-2017	500.00	11/30/2017
0claims - Opus Claims Account	207212	4688 - RMC Architects	11/21/2017	11-2017	3,432.90	11/30/2017
0claims - Opus Claims Account	207213	4727 - Hawkins Delafield & Wood LLP	11/21/2017	11-2017	2,409.50	11/30/2017
0claims - Opus Claims Account	207214	475 - FRONTIER	11/21/2017	11-2017	422.36	12/31/2017
0claims - Opus Claims Account	207215	4783 - Corporate Payment Systems-Dorris	11/21/2017	11-2017	36.25	12/31/2017
0claims - Opus Claims Account	207216	4789 - Corporate Payment Systems-Lommers	11/21/2017	11-2017	352.02	12/31/2017
0claims - Opus Claims Account	207217	4790 - Corporate Payment Systems-Maynard	11/21/2017	11-2017	1,319.85	12/31/2017
0claims - Opus Claims Account	207218	4791 - Corporate Payment Systems-Mcleod	11/21/2017	11-2017	40.68	12/31/2017
0claims - Opus Claims Account	207219	4793 - Corporate Payment Systems-Perez	11/21/2017	11-2017	1,184.74	12/31/2017
0claims - Opus Claims Account	207220	4794 - Corporate Payment Systems-Stanton	11/21/2017	11-2017	80.64	12/31/2017
0claims - Opus Claims Account	207221	4798 - Corporate Payment Systems-Ulvestad	11/21/2017	11-2017	21.37	12/31/2017
0claims - Opus Claims Account	207222	4799 - Corporate Payment Systems-Westby	11/21/2017	11-2017	921.87	12/31/2017
0claims - Opus Claims Account	207223	4800 - Corporate Payment Systems-Yago	11/21/2017	11-2017	60.00	12/31/2017
0claims - Opus Claims Account	207224	4801 - Corporate Payment Systems-HS Manage	11/21/2017	11-2017	1,020.10	12/31/2017
0claims - Opus Claims Account	207225	4802 - Corporate Payment Systems-Finance Dept.	11/21/2017	11-2017	372.58	12/31/2017
0claims - Opus Claims Account	207226	482 - GOLDFINCH BROS IN	11/21/2017	11-2017	38.40	11/30/2017
0claims - Opus Claims Account	207227	4834 - GroundWorks Landscaping Services	11/21/2017	11-2017	11,783.42	12/31/2017

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Payment Summary

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Oclaims - Opus Claims Account	207228	4902 - Corporate Payment Systems-Baines	11/21/2017	11-2017	120.00	12/31/2017	
Oclaims - Opus Claims Account	207229	4992 - Corporate Payment Systems-Klenholz	11/21/2017	11-2017	260.35	12/31/2017	
Oclaims - Opus Claims Account	207230	5037 - Corporate Payment Systems-Forsyth	11/21/2017	11-2017	933.09	12/31/2017	
Oclaims - Opus Claims Account	207231	5074 - AYESHALMOUTEY	11/21/2017	11-2017	7.28		
Oclaims - Opus Claims Account	207232	5082 - CASCADE MOBILE COURT	11/21/2017	11-2017	350.00		
Oclaims - Opus Claims Account	207233	5082 - CASCADE MOBILE COURT	11/21/2017	11-2017	200.00		
Oclaims - Opus Claims Account	207234	771 - HD SUPPLY FACILITIES MAINTENANCE	11/21/2017	11-2017	4,919.04	11/30/2017	
Oclaims - Opus Claims Account	207235	846 - CONSOLIDATED SUPPLY	11/21/2017	11-2017	569.87	11/30/2017	
Oclaims - Opus Claims Account	207236	963 - PLATT ELECTRIC SUPPLY INC	11/21/2017	11-2017	106.96	11/30/2017	
Oclaims - Opus Claims Account	207237	985 - PUD #1 OF SNOHOMISH COUNTY	11/21/2017	11-2017	541.67	11/30/2017	
Oclaims - Opus Claims Account	207238	2685 - U.G. CASH & CARRY	11/22/2017	11-2017	78.52	12/31/2017	
Oclaims - Opus Claims Account	207239	2875 - LOWE'S COMMERCIAL	11/22/2017	11-2017	71.09	11/30/2017	
Oclaims - Opus Claims Account	207240	3594 - O'REILLY AUTO PARTS OZARK AUTOMOTIVE DIS	11/22/2017	11-2017	54.82	11/30/2017	
Oclaims - Opus Claims Account	207241	3784 - STAPLES BUSINESS ADVANTAGE	11/22/2017	11-2017	545.17	11/30/2017	
Oclaims - Opus Claims Account	207242	3784 - STAPLES BUSINESS ADVANTAGE	11/22/2017	11-2017	6.57	11/30/2017	
Oclaims - Opus Claims Account	207243	3784 - STAPLES BUSINESS ADVANTAGE	11/22/2017	11-2017	47.49	11/30/2017	
Oclaims - Opus Claims Account	207244	4781 - Corporate Payment Systems-Albertson	11/22/2017	11-2017	350.61	11/30/2017	
Oclaims - Opus Claims Account	207245	4786 - Corporate Payment Systems-Gizzi	11/22/2017	11-2017	1,157.53	11/30/2017	
Oclaims - Opus Claims Account	207246	4789 - Corporate Payment Systems-Lommers	11/22/2017	11-2017	994.41	11/30/2017	
Oclaims - Opus Claims Account	207247	4790 - Corporate Payment Systems-Maynard	11/22/2017	11-2017	211.02	11/30/2017	
Oclaims - Opus Claims Account	207248	4792 - Corporate Payment Systems-Neblett	11/22/2017	11-2017	232.45	11/30/2017	
Oclaims - Opus Claims Account	207249	4794 - Corporate Payment Systems-Stanton	11/22/2017	11-2017	20.00	11/30/2017	
Oclaims - Opus Claims Account	207250	4798 - Corporate Payment Systems-Ulvestad	11/22/2017	11-2017	977.01	11/30/2017	
Oclaims - Opus Claims Account	207251	4799 - Corporate Payment Systems-Westby	11/22/2017	11-2017	252.41	11/30/2017	
Oclaims - Opus Claims Account	207252	4800 - Corporate Payment Systems-Yago	11/22/2017	11-2017	159.05	11/30/2017	
Oclaims - Opus Claims Account	207253	4879 - Corporate Payment Systems-Moe	11/22/2017	11-2017	19.99	11/30/2017	
Oclaims - Opus Claims Account	207254	4902 - Corporate Payment Systems-Baines	11/22/2017	11-2017	684.82	11/30/2017	
Oclaims - Opus Claims Account	207255	4935 - Corporate Payment Systems-Slimm	11/22/2017	11-2017	379.00	11/30/2017	
Oclaims - Opus Claims Account	207256	4992 - Corporate Payment Systems-Klenholz	11/22/2017	11-2017	85.49	11/30/2017	
Oclaims - Opus Claims Account	207257	869 - OFFICE DEPOT, INC.	11/22/2017	11-2017	2,772.32	11/30/2017	
Oclaims - Opus Claims Account	207258	t015177 - HUDSON	11/22/2017	11-2017	1,200.00	12/31/2017	

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Oclaims - Opus Claims Account	207259	x031898 - LAH	11/22/2017	11-2017	700.00 11/30/2017
Oclaims - Opus Claims Account	207260	x031898 - LAH	11/22/2017	11-2017	170.00 11/30/2017
Oclaims - Opus Claims Account	207261	5090 - The Reserve at Everett Partners LLLP	11/27/2017	11-2017	344.00
Oclaims - Opus Claims Account	207262	x028840 - LEE	11/28/2017	11-2017	446.00 12/31/2017
Oclaims - Opus Claims Account	207263	4996 - dba GJJ Williams Investments LLC - River's Landing	11/28/2017	11-2017	6,965.00 12/31/2017
Oclaims - Opus Claims Account	207264	4997 - Highlander Associates	11/28/2017	11-2017	1,165.00 12/31/2017
Oclaims - Opus Claims Account	207265	4998 - Cascadian Associates	11/28/2017	11-2017	1,925.00 12/31/2017
Oclaims - Opus Claims Account	207266	x025309 - JACOBS	11/28/2017	11-2017	90.00 11/30/2017
Oclaims - Opus Claims Account	207267	x030728 - ALSHATEE	11/29/2017	11-2017	651.00 12/31/2017
Oclaims - Opus Claims Account	207268	4338 - VINTAGE AT EVERETT	11/30/2017	11-2017	35.00 12/31/2017
Oclaims - Opus Claims Account	207269	x028840 - LEE	11/30/2017	11-2017	500.00 12/31/2017
Oclaims - Opus Claims Account	207270	x030728 - ALSHATEE	11/30/2017	11-2017	700.00 12/31/2017
Oclaims - Opus Claims Account	207271	1017 - ERICKSON	11/30/2017	11-2017	0.00
Oclaims - Opus Claims Account	207272	1039 - HOME DEPOT CREDIT SERVICES	11/30/2017	11-2017	0.00
Oclaims - Opus Claims Account	207273	1052 - ROTO-ROOTER INC	11/30/2017	11-2017	438.80 12/31/2017
Oclaims - Opus Claims Account	207274	113 - BAYSIDE SUPPLY CO	11/30/2017	11-2017	3,081.07 12/31/2017
Oclaims - Opus Claims Account	207275	1156 - SHERWIN-WILLIAMS PAINT CO	11/30/2017	11-2017	98.94 12/31/2017
Oclaims - Opus Claims Account	207276	1190 - SOUND SAFETY PRODUCTS, INC	11/30/2017	11-2017	101.97 12/31/2017
Oclaims - Opus Claims Account	207277	1365 - COMCAST	11/30/2017	11-2017	218.38 12/31/2017
Oclaims - Opus Claims Account	207278	1365 - COMCAST	11/30/2017	11-2017	111.98 12/31/2017
Oclaims - Opus Claims Account	207279	1365 - COMCAST	11/30/2017	11-2017	111.98 12/31/2017
Oclaims - Opus Claims Account	207280	1380 - GRAINGER, INC	11/30/2017	11-2017	63.10 12/31/2017
Oclaims - Opus Claims Account	207281	1405 - PUGET SOUND ENERGY	11/30/2017	11-2017	91.95 12/31/2017
Oclaims - Opus Claims Account	207282	1505 - CDW COMPUTER CENTERS	11/30/2017	11-2017	28.34 12/31/2017
Oclaims - Opus Claims Account	207283	1506 - INSIGHT PUBLIC SECTOR	11/30/2017	11-2017	674.76 12/31/2017
Oclaims - Opus Claims Account	207284	200 - CITY OF EVERETT - UTILITY SERVICES	11/30/2017	11-2017	49,081.10 12/31/2017
Oclaims - Opus Claims Account	207285	2089 - D & G BACKHOE, INC	11/30/2017	11-2017	1,042.15 12/31/2017
Oclaims - Opus Claims Account	207286	2127 - ALLWATER CORPORATION	11/30/2017	11-2017	308.00 12/31/2017
Oclaims - Opus Claims Account	207287	2312 - OFFICE TEAM	11/30/2017	11-2017	861.60 12/31/2017
Oclaims - Opus Claims Account	207288	2497 - WALTER E NELSON CO	11/30/2017	11-2017	663.25 12/31/2017
Oclaims - Opus Claims Account	207289	262 - DEPT LABOR & INDUSTRY ELEVATOR SECTION	11/30/2017	11-2017	457.00 12/31/2017

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Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
0claims - Opus Claims Account	207290	2875 - LOWE'S COMMERCIAL	11/30/2017	11-2017	731.91	12/31/2017
0claims - Opus Claims Account	207291	2956 - ACCOUNTEMPS	11/30/2017	11-2017	1,688.56	12/31/2017
0claims - Opus Claims Account	207292	3212 - GOVCONNECTION, INC	11/30/2017	11-2017	1,729.12	12/31/2017
0claims - Opus Claims Account	207293	3313 - MOCO INC	11/30/2017	11-2017	1,138.25	12/31/2017
0claims - Opus Claims Account	207294	3330 - RODDA PAINT CO. INC	11/30/2017	11-2017	501.03	12/31/2017
0claims - Opus Claims Account	207295	3393 - SPRAGUE PEST SOLUTIONS	11/30/2017	11-2017	1,299.95	12/31/2017
0claims - Opus Claims Account	207296	345 - LANGUAGE LINE SERVICES, INC	11/30/2017	11-2017	774.08	12/31/2017
0claims - Opus Claims Account	207297	3536 - VERIZON WIRELESS	11/30/2017	11-2017	101.34	12/31/2017
0claims - Opus Claims Account	207298	3637 - OTIS ELEVATOR COMPANY	11/30/2017	11-2017	2,317.34	12/31/2017
0claims - Opus Claims Account	207299	3731 - AVG TECHNOLOGIES USA, INC	11/30/2017	11-2017	750.00	12/31/2017
0claims - Opus Claims Account	207300	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	34.20	12/31/2017
0claims - Opus Claims Account	207301	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	23.70	12/31/2017
0claims - Opus Claims Account	207302	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	85.87	12/31/2017
0claims - Opus Claims Account	207303	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	85.36	12/31/2017
0claims - Opus Claims Account	207304	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	92.76	12/31/2017
0claims - Opus Claims Account	207305	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	397.07	12/31/2017
0claims - Opus Claims Account	207306	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	57.69	12/31/2017
0claims - Opus Claims Account	207307	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	67.40	12/31/2017
0claims - Opus Claims Account	207308	3784 - STAPLES BUSINESS ADVANTAGE	11/30/2017	11-2017	218.30	12/31/2017
0claims - Opus Claims Account	207309	3844 - SIMPLEXGRINNELL LP	11/30/2017	11-2017	9,292.53	12/31/2017
0claims - Opus Claims Account	207310	4104 - STANLEY ACCESS TECHNOLOGIES	11/30/2017	11-2017	179.91	12/31/2017
0claims - Opus Claims Account	207311	4243 - DUNN LUMBER COMPANY	11/30/2017	11-2017	50.56	12/31/2017
0claims - Opus Claims Account	207312	4311 - EVERETT HOUSING AUTHORITY	11/30/2017	11-2017	42.00	12/31/2017
0claims - Opus Claims Account	207313	4312 - REFUGEE & IMMIGRANT SERVICES NORTHWEST	11/30/2017	11-2017	446.25	
0claims - Opus Claims Account	207314	4314 - FOSTER PEPPER PLLC	11/30/2017	11-2017	531.00	12/31/2017
0claims - Opus Claims Account	207315	4442 - ABBEY	11/30/2017	11-2017	172.50	
0claims - Opus Claims Account	207316	4449 - WESTBY	11/30/2017	11-2017	233.50	12/31/2017
0claims - Opus Claims Account	207317	4475 - KENNEDY	11/30/2017	11-2017	24.74	12/31/2017
0claims - Opus Claims Account	207318	4487 - NAYLOR	11/30/2017	11-2017	22.58	12/31/2017
0claims - Opus Claims Account	207319	4522 - BAINES	11/30/2017	11-2017	33.28	
0claims - Opus Claims Account	207320	4558 - FIGUEROA	11/30/2017	11-2017	185.11	12/31/2017

Payment Summary

Bank=0claims AND mm/yy=11/2017-11/2017 AND All Checks=Yes AND Include Voids=All Checks

			Check	Post	Total Date
Bank	Check #	Vendor	Date	Month	Amount Reconciled
0claims - Opus Claims Account	207321	4641 - GIZZI	11/30/2017	11-2017	7.00
0claims - Opus Claims Account	207322	4644 - KINGS III OF AMERICA, INC.	11/30/2017	11-2017	71.10 12/31/2017
0claims - Opus Claims Account	207323	4646 - CONDO COMMERCIAL GROUNDS MAINT., INC.	11/30/2017	11-2017	3,555.66 12/31/2017
0claims - Opus Claims Account	207324	4682 - PHADA COMMISSIONERS' CONFERENCE	11/30/2017	11-2017	465.00 12/31/2017
0claims - Opus Claims Account	207325	475 - FRONTIER	11/30/2017	11-2017	1,627.94 12/31/2017
0claims - Opus Claims Account	207326	4781 - Corporate Payment Systems-Albertson	11/30/2017	11-2017	1,804.04 12/31/2017
0claims - Opus Claims Account	207327	4788 - Corporate Payment Systems-Kennedy	11/30/2017	11-2017	16.59 12/31/2017
0claims - Opus Claims Account	207328	4790 - Corporate Payment Systems-Maynard	11/30/2017	11-2017	2,565.33 12/31/2017
0claims - Opus Claims Account	207329	4791 - Corporate Payment Systems-Mcleod	11/30/2017	11-2017	1,556.72 12/31/2017
0claims - Opus Claims Account	207330	4802 - Corporate Payment Systems-Finance Dept.	11/30/2017	11-2017	1,119.71 12/31/2017
0claims - Opus Claims Account	207331	482 - GOLDFINCH BROS IN	11/30/2017	11-2017	91.00 12/31/2017
0claims - Opus Claims Account	207332	4866 - WELLS FARGO FINANCIAL LEASING	11/30/2017	11-2017	605.90 12/31/2017
0claims - Opus Claims Account	207333	4902 - Corporate Payment Systems-Baines	11/30/2017	11-2017	50.00 12/31/2017
0claims - Opus Claims Account	207334	4923 - Builders Hardware and Supply Co., Inc.	11/30/2017	11-2017	3,993.91 12/31/2017
0claims - Opus Claims Account	207335	4935 - Corporate Payment Systems-Simm	11/30/2017	11-2017	129.00 12/31/2017
0claims - Opus Claims Account	207336	4992 - Corporate Payment Systems-Kienholz	11/30/2017	11-2017	237.69 12/31/2017
0claims - Opus Claims Account	207337	5017 - UNIVERSITY OF WASHINGTON	11/30/2017	11-2017	1,213.00 12/31/2017
0claims - Opus Claims Account	207338	5020 - ZEHNDER	11/30/2017	11-2017	30.00
0claims - Opus Claims Account	207339	5037 - Corporate Payment Systems-Forsyth	11/30/2017	11-2017	677.82 12/31/2017
0claims - Opus Claims Account	207340	5083 - QUILCEDA CREEK APARTMENTS	11/30/2017	11-2017	35.00 12/31/2017
0claims - Opus Claims Account	207341	5084 - MOORMAN	11/30/2017	11-2017	875.00
0claims - Opus Claims Account	207342	5087 - UNITED STATES TREASURY	11/30/2017	11-2017	7,020.00 12/31/2017
0claims - Opus Claims Account	207343	5088 - ROWAN	11/30/2017	11-2017	62.64 12/31/2017
0claims - Opus Claims Account	207344	59 - GUARDIAN SECURITY SYSTEMS, INC.	11/30/2017	11-2017	2,463.75 12/31/2017
0claims - Opus Claims Account	207345	684 - NEWTON * KIGHT ATTORNEYS AT LAW	11/30/2017	11-2017	6,072.42 12/31/2017
0claims - Opus Claims Account	207346	70 - AUTOMATED COMMUNICATIONS INC	11/30/2017	11-2017	102.48 12/31/2017
0claims - Opus Claims Account	207347	771 - HD SUPPLY FACILITIES MAINTENANCE	11/30/2017	11-2017	8,232.49 12/31/2017
0claims - Opus Claims Account	207348	814 - NORTH COAST ELECTRIC COMPANY	11/30/2017	11-2017	72.31
0claims - Opus Claims Account	207349	846 - CONSOLIDATED SUPPLY	11/30/2017	11-2017	528.18 12/31/2017
0claims - Opus Claims Account	207350	963 - PLATT ELECTRIC SUPPLY INC	11/30/2017	11-2017	15.91 12/31/2017
0claims - Opus Claims Account	207351	985 - PUD #1 OF SNOHOMISH COUNTY	11/30/2017	11-2017	9,858.01 12/31/2017

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Payment Summary

Bank=0claims AND mm/yy=11/2017-11/2017 AND All Checks=Yes AND Include Voids=All Checks

			Check	Post	Total	Date
Bank	Check#	Vendor	Date	Month	Amount	Reconciled
0claims - Opus Claims Account	207358	1017 - ERICKSON	11/30/2017	11-2017	172.50	12/31/2017
0claims - Opus Claims Account	207359	t0037664 - Al Ghazali	11/30/2017	11-2017	700.00	12/31/2017
					756,727.23	

Resolution No. 1446

Establishing a Policy Regarding the Payment of Security Deposits and Other Qualified Relocation Costs for Displaced Baker Heights Tenants

WHEREAS, the United States Department of Housing and Urban Development (HUD) has previously approved a Section 18 Application from Everett Housing Authority (EHA) for the disposition of the Baker Heights neighborhood; and

WHEREAS, the approved Section 18 Application provides for Tenant Protection Vouchers, to replace the housing units lost through disposition and provide housing subsidies for income-eligible displaced Baker Heights tenants; and

WHEREAS, the approved Section 18 Application also provides for payment of “reasonable” security deposits and other appropriate relocation costs for displaced Baker Heights tenants, including those whose household income exceeds the limit that qualifies for a Tenant Protection Voucher; and

WHEREAS, displaced Baker Heights tenants with credit issues or debts owed to past landlords may be charged significantly higher security deposits on units in the local private market, creating a potential barrier to their relocation; and

WHEREAS, EHA desires to enact a policy that will establish “reasonable” standards for the payment of security deposits and other qualified relocation costs for displaced Baker Heights tenants;

NOW THEREFORE BE IT RESOLVED by the Housing Authority of the City of Everett:

Section 1: The Housing Authority’s payment of security deposits and other qualified relocation costs for displaced Baker Heights tenants shall be as follows:

- a) For displaced tenants with a Tenant-Protection Voucher, a security deposit of no more than two times the amount of the monthly rent and any relocation costs management determines to be reasonable.
- b) For all other displaced tenants, a security deposit of no more than two times the amount of the monthly rent, the first month’s rent, and any relocation costs management determines to be reasonable.

- c) Relocation expenses that are unusual or seemingly excessive in nature will be referred to the Executive Director or designee for further consideration.

Section 2. This resolution shall take effect immediately.

Adopted by the Board of Commissioners of the Housing Authority of the City of Everett, Washington, this 29th day of January 2018.

Chair, Board of Commissioners

Attest:

Secretary

Resolution No. 1447

Authorizing Participation in the Region VIII Education Service Center's Interlocal Purchasing Systems Program

WHEREAS, the Housing Authority of the City of Everett ("EHA") is considering replacing its current vehicle fleet with leased vehicles maintained by a fleet management service; and

WHEREAS, the Texas Region VII Education Service Center offers high quality procurement systems through a cooperative Interlocal Purchasing Systems ("TIPS") program, which include fleet management vendors; and

WHEREAS, membership in the TIPS program is consistent with EHA's Procurement Policies; and

WHEREAS, participation in the TIPS program requires execution of an Interlocal Agreement with the Region VIII Education Service Center;

NOW THEREFORE BE IT RESOLVED by the Housing Authority of the City of Everett:

Section 1: The Assistant Director of Procurement and Contracts is authorized to execute an Interlocal Agreement with the Region VIII Education Service Center, attached hereto as Exhibit "A."

Section 2. This resolution shall take effect immediately.

Adopted by the Board of Commissioners of the Housing Authority of the City of Everett, Washington, this 29th day of January, 2018.

Chair, Board of Commissioners

Attest:

Secretary

RESOLUTION

STATE OF WASHINGTON

COUNTY OF SNOHOMISH

THE REGION VIII EDUCATION SERVICE CENTER FOR THE INTERLOCAL PURCHASING SYSTEM

And

THE HOUSING AUTHORITY OF THE CITY OF EVERETT

(Name of Entity applying for Membership in TIPS)

WHEREAS, the entry listed above, pursuant to the authority granted by the applicant's state purchasing requirements, desires to participate in the Interlocal Purchasing Systems (TIPS). TIPS is a National Cooperative, Purchasing Program offered by Region VIII Education Service Center, located in Pittsburg, Texas, (Camp County). Participation, through membership and utilization of competitively bid and awarded vendor contracts in a cooperative program specializing in the management of high quality cooperative procurement solutions will be beneficial to the taxpayers through the anticipated savings to be realized by such entity listed above.

Therefore, be it RESOLVED, that the entity listed above has identified a stated need for participation in The Interlocal Purchasing System s(TIPS) whereby Brenda McLeod, Assistant Director of Procurement and Contracts

(Name of Authorized Person)

is authorized and directed to sign and deliver any and all necessary documents herewith for and on behalf of above named entity requesting membership in TIPS. I certify that the foregoing is a true and correct Resolution duly adopted by the Housing Authority of the City of Everett and is filed on record with TIPS.

Adopted by the Board of Commissioners of the Housing Authority of the City of Everett this 29th day of January 2018

Chair, Board of Commissioners

Attest:

Secretary

This legal document will remain current on file until either party severs the agreement.

INTERLOCAL AGREEMENT
Region VIII Education Service Center
WASHINGTON PUBLIC AGENCY
(School, College, University, State, City or County Office)

WASHINGTON
EDUCATIONAL OR GOVERNMENT ENTITY

Control Number (TIPS will Assign)
Schools enter County-District Number

and

Region VIII Education Service Center
Pittsburg, Texas

225 - 950
Region 8 County-District Number

The Texas Education Code §8.002 permits Regional Education Service Centers, at the direction of the Commissioner of Education, to provide services to assist school districts, colleges and universities in improving student performance and increasing the efficiency and effectiveness of school, college and university financial operations.

Government Authority:

Authority for such services in WASHINGTON is granted under WASHINGTON Revised Code § 39.34 *et seq* as amended. These competitively bid cooperative purchasing services are extended to all WASHINGTON State, City and County Government Agencies.

Interlocal contracts in Washington are authorized by the Washington Interlocal Cooperation Act ("WICA") WASH. REV. CODE § 39.34, *et seq*. WICA provides that any power, privileges or authority exercised by a public agency of Washington may be exercised jointly with any other Washington public agency or with any public agency of any other state. WASH. REV. CODE §39.30 (1) "Public Agency" means "any agency, political subdivision, or unit of local government of this state, and any political subdivision of another state." WASH. REV. CODE § 39.34.050 (1). Pursuant to the TICA, a Texas regional education service center is considered an agency of the state of Texas as created by the Texas Legislature and controlled by the Texas Education Code; thus, a Texas regional education service center would be considered a public agency for the purposes of WICA. See TEX.GOV'T CODE § 791.003 (5).

The construction projects have additional requirements. See Powell & Leon letter of May 19, 2009.

Vision:

TIPS will become the premier purchasing cooperative in North America through developing partnerships with quality vendors, school districts, universities, colleges, all governmental entities, and public and private industry.

Mission:

Our mission is to provide a proven purchasing process through quality customer service including timely response, legal support and effective recruitment by providing sufficient resources to include personnel.

Purpose:

The purpose of the TIPS program shall be to continue providing substantial savings and best value for participating educational entities or public agencies through cooperative purchasing.

Effective:

This Interlocal Agreement (hereinafter referred to as the "Agreement") is effective _____ and shall be automatically renewed annually unless either party gives sixty (60) days prior written notice of non-renewal. This Agreement may be terminated without cause by either party upon (60) days prior written notice, or may also be determined for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed:

Region VIII Education Service Center, by this *Agreement*, agrees to provide competitively bid cooperative purchasing services to the above-named public entity through a Program known as The Interlocal Purchasing System (TIPS) Program.

Property Co-ownership:

There shall be no real or personal property acquisition or co-ownership resulting from this agreement.

Role of the TIPS Purchasing Cooperative:

1. Provide organizational and administrative structure of the TIPS Program.
2. Provide Administrative and Support Staff necessary for efficient operation of the TIPS Program.
3. Provide marketing of the TIPS program to expand membership, awarded contracts and commodity categories.
4. Initiate and implement activities required for competitive bidding and vendor award process including posting, advertising, collecting proposals, scoring proposals, and awarding of vendor contracts.
5. Provide members with current awarded vendor contracts, instructions for obtaining quotes and ordering procedures.
6. Maintain filing system for all competitive bidding procedure requirements.
7. Provide Reports as requested.
8. Maintain active membership database for awarded vendors.
9. Provide TIPS training to members and vendors upon request.
10. Collect fees to finance the operation of the cooperative from awarded vendors based on the sales through the cooperative's contracts with the end users.

Role of the Education or Government Entity:

1. Commit to participate in the TIPS Program.
2. Designate a Primary and Technology Contact for the entity to be responsible for promoting TIPS within the organization.
3. Commit to purchase products and services from TIPS Vendor Awarded Contracts when in the best interest of the entity. **PURCHASE ORDER MUST ALWAYS BE MARKED TIPS and EMAILED to TIPSPO@TIPS-USA.COM for processing.**
4. Accept shipments of products ordered from Awarded Vendors in accordance with standard purchasing procedures.
5. Pay Awarded Vendors in a timely manner for all goods and services received.
6. Report any vendor issues that may arise to the TIPS Cooperative Coordinator.
7. This Agreement does not contemplate establishment of a separate legal entity to perform the cooperative purchasing services. Accordingly, the manner of financing any goods or services purchased pursuant to this agreement shall be through budgeted funds or other available funds.

General Provisions:

Both Parties agree to comply fully with all applicable federal, state, and local statutes, ordinances, rules, and regulations in connection with the programs contemplated under this Agreement. This Agreement is subject to all applicable present and future valid laws governing such programs.

This Agreement shall be governed by the laws of the State of Texas and venue shall be in the county in which the administrative offices of RESC VIII are located which is Camp County, Texas.

It is the responsibility of the Entity purchasing from TIPS to insure that the respective State purchasing laws are being followed.

This Agreement contains the entire agreement of the Parties hereto with respect to the matters covered by its terms, and it may not be modified in any manner without the express written consent of the Parties.

If any term(s) or provision(s) of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions of this Agreement shall remain in full force and effect

Before any party may resort to litigation, any claims, disputes or other matters in question between the Parties to this Agreement shall be submitted to nonbinding mediation

No Party to this Agreement waives or relinquishes any immunity or defense on behalf of themselves, their directors, officers, employees, and agents as a result of its execution of this Agreement and performance of the functions and obligations described herein.

This Agreement may be negotiated and transmitted between the Parties by means of a facsimile machine and the terms and conditions agreed to are binding upon the Parties.

Authorization:

Region VIII Education Service Center and The Interlocal Purchasing System (TIPS) Program have entered into an Agreement to provide competitively bid cooperative purchasing opportunities to entities as outlined above.

This Interlocal Agreement process was approved by the governing boards of the respective parties at meetings that were posted and held in accordance with the respective STATE Open Meetings Act, for Texas it was Government Code Ch. 551.

The individuals signing below are authorized to do so by the respective parties to this Agreement.

Membership Entity-

Region 8 Education Service Center

By: _____
Authorized Signature

Title: _____

By: _____
Authorized Signature

Title: Executive Director Region VIII ESC

Date _____

Date _____

Public Entity Contact Information

Primary Purchasing Person's Name

Primary Person's Email Address

Mailing Address

Telephone Number _____

City, State

Zip

Fax Number _____

Secondary Contact's Name

Secondary Contact's Email Address

Instructions:

If your entity does not require you to have an Interlocal Agreement, please go to the TIPS website under Membership and take advantage of online registration. The states of Texas and Arizona do require all entities to have an Interlocal Agreement. Email completed Interlocal Agreement to tips@tips-usa.com.



Service
Integrity
Respect
Community
Leadership
Wisdom
Creativity

TO: Board of Commissioners
FROM: Brenda McLeod, Assistant Director of Procurement and Contracts
RE: Approval of Additional Expenses Related to Original J.H. Brawner & Co. Contract
DATE: January 18, 2018

On March 23, 2015, the Board approved a contract not to exceed \$500,000 with J.H. Brawner & Co. for financial advisory and support services associated with the development and preservation of low income and affordable housing in the Everett area. The Board has since amended this contract, approving an additional \$500,000 for consulting services related to the construction and/or acquisition of replacement housing for Baker Heights. With respect to the original contract, a total of \$499,650 has been obligated for the following activities:

- Meadows/Lakewoods Re-syndication \$269,500
- 12 Pines Re-syndication/Wiggums Park Place \$230,150

On July 17, 2017 management obligated another \$12,350 in equity and debt financing for the Wiggums Park Place project, due in part to the additional outreach to investors and research and development of alternate financing solutions. Total obligated expenses on the two projects associated with the original contract with J.H. Brawner now exceed the Board authorized amount of \$500,000, requiring additional approval from the Board.

RECOMMENDED ACTION: Motion to retroactively approve an additional \$12,000 in expenses as it applies to the original contract with J.H. Brawner and Company.



HOUSING AUTHORITY OF THE CITY OF EVERETT
COMBINED BUDGET REPORT - EHA SUPPORTING PROGRAMS
For the Three Months Ended September 30, 2017

	Supporting Programs (COCC, PM and PD)			Grant Programs (ROSS and Hope)			Section 8 Admin and Mod Rehab Admin		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance
INCOME									
NET TENANT INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
GRANT INCOME	-	-	-	78,533	90,530	(11,997)	596,820	592,153	4,668
INSURANCE RECOVERY	-	-	-	-	-	-	-	-	-
OTHER INCOME	470,866	784,643	(313,777)	-	-	-	8,487	7,625	862
TOTAL INCOME	470,866	784,643	(313,777)	78,533	90,530	(11,997)	605,307	599,777	5,530
EXPENSES									
ADMINISTRATIVE EXPENSES	604,704	593,495	(11,209)	4,864	1,903	(2,961)	713,969	695,750	(18,219)
TENANT SERVICES EXPENSES	132	60	(72)	73,669	88,628	14,958	5,010	7,185	2,175
UTILITY EXPENSES	10,195	10,063	(132)	-	-	-	179	-	(179)
MAINTENANCE EXPENSES	9,100	21,512	12,412	-	-	-	1,967	527	(1,439)
OPERATIONAL EXPENSES	3,241	2,762	(479)	-	-	-	2,793	2,485	(308)
HOUSING ASSISTANCE PAYMENTS	-	-	-	-	-	-	-	-	-
TRANSFERS TO OTHER PROGRAMS	-	121,923	121,923	-	-	-	-	-	-
OPERATING EXPENSES	627,372	749,815	122,443	78,533	90,530	11,997	723,918	705,947	(17,971)
NET OPERATING INCOME	(156,506)	34,828	(191,334)	-	-	-	(118,611)	(106,170)	(12,441)
FINANCING EXPENSES	-	-	-	-	-	-	-	-	-
NET INCOME	(156,506)	34,828	(191,334)	-	-	-	(118,611)	(106,170)	(12,441)
ADJUSTMENTS:									
NON-OPERATING ITEMS	5,733	71,428	65,695	-	-	-	-	-	-
NET CASH FLOW	\$ (162,239)	\$ (36,600)	\$ (125,639)	\$ -	\$ -	\$ -	\$ (118,611)	\$ (106,170)	\$ (12,441)

**HOUSING AUTHORITY OF THE CITY OF EVERETT
COMBINED BUDGET REPORT - TAX CREDIT PROPERTIES
For the Nine Months Ended September 30, 2017**

	Broadway Plaza			Pivotal Point			Bakerview/Grandview			Everett Affordable Hsg Portfolio			EHA Senior Hsg I		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance
INCOME															
NET TENANT INCOME	\$ 1,565,808	\$ 1,581,995	\$ (16,187)	\$ 159,983	\$ 160,613	\$ (630)	\$ 1,740,160	\$ 1,671,813	\$ 68,347	\$ 1,173,449	\$ 1,290,942	\$ (117,493)	\$ 1,256,555	\$ 1,237,096	\$ 19,459
GRANT INCOME	-	-	-	-	-	-	-	-	-	-	(46,126)	46,126	-	-	-
INSURANCE RECOVERY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER INCOME	26,741	64,064	(37,323)	1,799	7,827	(6,028)	56,430	47,205	9,225	3,032	333	2,699	73,011	67	72,944
TOTAL INCOME	1,592,549	1,646,059	(53,510)	161,782	168,440	(6,658)	1,796,590	1,719,018	77,572	1,176,481	1,245,149	(68,668)	1,329,566	1,237,163	92,403
EXPENSES															
ADMINISTRATIVE EXPENSES	316,045	333,467	17,422	45,864	49,757	3,893	376,862	411,861	34,999	192,763	240,357	47,594	323,804	299,180	(24,624)
TENANT SERVICES EXPENSES	128,963	156,443	27,480	7,327	11,274	3,947	99,526	96,968	(2,558)	22,209	23,473	1,264	43,363	57,874	14,511
UTILITY EXPENSES	177,278	158,683	(18,595)	25,957	26,666	709	210,005	191,043	(18,962)	111,395	106,920	(4,475)	112,899	115,941	3,042
MAINTENANCE EXPENSES	251,143	202,097	(49,046)	17,870	52,718	34,848	370,544	330,633	(39,911)	252,646	276,178	23,532	328,140	235,655	(92,485)
GENERAL EXPENSES	85,022	75,254	(9,769)	11,457	14,024	2,567	78,540	73,471	(5,069)	55,515	38,967	(16,548)	37,425	45,669	8,244
HOUSING ASSISTANCE PAYMENTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS TO OTHER PROGRAMS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OPERATING EXPENSES	958,452	925,942	(32,510)	108,475	154,438	45,963	1,135,478	1,103,976	(31,502)	634,529	685,895	51,366	845,631	754,319	(91,312)
NET OPERATING INCOME	634,097	720,117	(86,020)	53,307	14,002	39,305	661,112	615,042	46,070	541,953	559,254	(17,301)	483,935	482,844	1,091
FINANCIAL EXPENSES	283,846	243,812	(40,034)	6,488	6,488	-	221,167	303,831	82,664	217,004	263,190	46,186	267,981	273,618	5,637
NET INCOME	350,251	476,305	(126,054)	46,820	7,514	39,305	439,945	311,211	128,734	324,949	296,064	28,885	215,954	209,226	6,728
ADJUSTMENTS:															
NON-OPERATING ITEMS	142,700	506,404	363,704	5,583	5,571	(12)	302,579	189,945	(112,634)	118,590	342,190	223,600	61,200	213,473	152,273
NET CASH FLOW	\$ 207,551	\$ (30,099)	\$ 237,650	\$ 41,237	\$ 1,943	\$ 39,293	\$ 137,366	\$ 121,266	\$ 16,100	\$ 206,359	\$ (46,126)	\$ 252,485	\$ 154,754	\$ (4,247)	\$ 159,001

HOUSING AUTHORITY OF THE CITY OF EVERETT
COMBINED BUDGET REPORT - EHA "CORE" PROPERTIES
For the Three Months Ended September 30, 2017

	Piedic Square			Lakeview Terrace			Evergreen Cottages			Royal Oaks			Baker Heights			Sattered Sites		
	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance	Actual	Budgeted	Variance
INCOME																		
NET TENANT INCOME	\$ 21,115	\$ 22,645	\$ (1,530)	\$ 57,402	\$ 56,138	\$ 1,264	\$ 48,510	\$ 48,248	\$ 263	\$ 46,237	\$ 48,677	\$ (2,440)	\$ 233,373	\$ 141,528	\$ 91,845	\$ 61,496	\$ 65,665	\$ (4,169)
GRANT INCOME	-	-	-	-	-	-	-	-	-	-	-	-	155,593	158,685	(2,702)	22,639	74,690	(52,051)
INSURANCE RECOVERY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER INCOME	-	-	-	965	113	852	107	2	104	567	13	555	6,319	2,500	3,819	236	160	76
TOTAL INCOME	21,115	22,645	(1,530)	58,367	56,250	2,117	48,617	48,250	367	46,805	48,690	(1,885)	395,675	302,713	92,962	84,371	140,515	(56,144)
EXPENSES																		
ADMINISTRATIVE EXPENSES	4,627	4,283	(344)	9,967	9,670	(297)	11,746	11,962	216	7,128	8,058	929	133,130	130,125	(3,005)	27,556	28,260	703
TENANT SERVICES EXPENSES	-	470	470	598	475	(123)	4,936	323	(4,613)	-	322	322	111,148	102,852	(8,296)	452	6,273	5,820
UTILITY EXPENSES	1,749	1,175	(574)	4,439	4,177	(262)	7,017	7,000	(17)	2,710	3,170	460	59,414	46,540	(12,874)	20,649	19,030	(1,619)
MAINTENANCE EXPENSES	8,238	9,790	1,552	20,293	24,625	4,332	6,135	12,307	6,172	30,252	8,943	(21,410)	50,377	62,753	12,376	21,249	83,598	62,348
GENERAL EXPENSES	432	418	(14)	649	780	131	694	645	(49)	192	525	333	25,156	19,210	(5,946)	6,577	7,127	551
HOUSING ASSISTANCE PAYMENTS	-	-	-	-	-	-	-	-	-	-	-	-	7,685	8,330	645	1,425	925	(500)
TRANSFERS TO OTHER PROGRAMS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OPERATING EXPENSES	15,045	16,135	1,090	35,946	39,727	3,782	30,528	32,237	1,710	40,283	20,918	(19,365)	385,910	369,810	(17,100)	77,909	145,212	67,304
NET OPERATING INCOME	6,070	6,510	(440)	22,421	16,523	5,898	18,089	16,013	2,076	6,522	27,773	(21,251)	8,764	(67,097)	75,862	6,463	(4,697)	11,160
FINANCING EXPENSES	9,699	10,015	316	-	-	-	16,561	15,401	(1,160)	-	-	-	-	-	-	-	-	-
NI ME	(3,629)	(3,505)	(124)	22,421	16,523	5,898	1,528	612	916	6,522	27,773	(21,251)	8,764	(67,097)	75,862	6,463	(4,697)	11,160
AD ITS:	-	-	-	-	-	-	947	955	8	-	-	-	(5,250)	4,300	9,550	-	-	-
NON-OPERATING ITEMS	(3,629)	(3,505)	(124)	\$ 22,421	\$ 16,523	\$ 5,898	\$ 581	\$ (343)	\$ 924	\$ 6,522	\$ 27,773	\$ (21,251)	\$ 14,014	\$ (71,397)	\$ 85,412	\$ 6,463	\$ (4,697)	\$ 11,160
NET CASH FLOW	\$ (3,629)	\$ (3,505)	\$ (124)	\$ 22,421	\$ 16,523	\$ 5,898	\$ 581	\$ (343)	\$ 924	\$ 6,522	\$ 27,773	\$ (21,251)	\$ 14,014	\$ (71,397)	\$ 85,412	\$ 6,463	\$ (4,697)	\$ 11,160