



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia MO 65203

Office: (573) 443-2556 ♦ Fax: (573) 443-0051 ♦ TTY: (800) 735-2966 ♦ www.ColumbiaHA.com

Open Meeting Notice

CHA Board of Commissioners Meetings

Date: Wednesday, May 8, 2024

Time: 5:30 p.m.

Place: Columbia Housing Authority, 201 Switzler St.

- I. Call to Order/Introductions
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of Minutes
- V. Commissioner Comment
- VI. Public Comment (Limited to 5 minutes per speaker)

SPECIAL ITEM

PUBLIC HEARINGS

RESOLUTIONS

- VII. **Resolution 2954:** Authorizing the Submission of a Continuum of Care Grant Renewal Application to the Department of Housing and Urban Development, Through the Missouri Balance of State Continuum of Care Application Process, to Provide Rental Housing Assistance to Homeless Persons with Disabilities and Authorizing the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Program as Described in the Grant application.

REPORTS

- VIII. FY 2024 First Quarter Financial Report
- IX. **Department Reports:** Public Housing & Affordable Housing Properties, Facilities and Modernization, Resident Services, Section 8 Housing Choice Voucher Program, Safety, Affordable Housing Development and Compliance, and Human Resources.
- X. Current Events

PUBLIC AND COMMISSIONER COMMENT

- XI. Public Comment (Limited to 5 minutes per speaker)
- XII. Adjournment

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Randy Cole, CEO at (573) 443-2556, extension 1100 or TTY Relay 800.735.2966, at least one working day prior to the meeting. You can contact Mr. Cole by email at the following address: rcole@columbiaha.com.

Media Contact: Randy Cole, CEO
Phone: (573) 443-2556
E-mail: rcole@columbiaha.com

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.



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HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING April 10, 2024, BOARD MEETING MINUTES

I. Call to Order:

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in open session on April 10, 2024, in the Training Room of the Columbia Housing Authority Administration Building, 201 Switzler St., Columbia, Missouri 65203. Mr. Hutton, Chair, called the meeting to order at 5:25 p.m.

II. Roll Call:

Present: Bob Hutton, Chair Commissioner
Robin Wenneker, Vice Chair Commissioner
Rigel Oliveri, Commissioner
Steve Calloway, Commissioner

CHA Staff: Randy Cole, CEO
Charline Johns, Special Programs Specialist
Jeanette Nelson, HR Manager
Justin Anthony, Director of Facilities and Modernization
Tim Koske, Chief Financial Officer
Tammy Matondo, Director of Affordable Housing Development and Compliance
Caitlin Hammons, Director of Resident Services
Darcie Hamilton, Housing Development Coordinator
Steven Reifsteck, FSS Coordinator
Paula Herrera, FSS Coordinator
Genevieve Harline, Intern

Guests: Barbara Buffaloe, Mayor
Renita Duncan, CPA – Rubin Brown
Tanner Sutton, CPA – Rubin Brown
Moenita McClain, FSS Participant

III. Adoption of Agenda:

Mr. Hutton called for a motion to approve the agenda. A motion was made by Ms. Wenneker and a second by Mr. Calloway. All Commissioners voted “aye”. Mr. Hutton declared the agenda adopted.

IV. Approval of the Minutes

Approval of March 6, 2024 Amended Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the amended open meeting of March 6, 2024. Mr. Cole noted that there was an additional correction on page 3. A motion was made by Ms. Oliveri. A second motion was made by Mr. Calloway. All other Commissioners voted "aye" and Mr. Hutton declared the motion approved.

Approval of March 15, 2024 Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting of March 15, 2024. A motion was made by Mr. Calloway. A second motion was made by Ms. Oliveri. All other Commissioners voted "aye" and Mr. Hutton declared the motion approved.

V. Special Item: Mayor, Barbara Buffaloe, Proclamation: Fair Housing Month and CHA Family Self-Sufficiency (FSS) Program:

Mr. Cole introduced Mayor Buffaloe and shared that she would be presenting a Proclamation in honor of Fair Housing Month and CHA's Family Self-Sufficiency Program (FSS). The Proclamation was presented to Ms. McClain for all of her hard work and dedication throughout her utilization of the program. Ms. Herrera shared that Ms. McClain has been enrolled in FSS since 2018 and has met many of her goals, such as gaining employment with Boone Health as well as promotions and other notable milestones.

Ms. Herrera stated that one of Ms. McClain's goals since she was very young was to own a home. With the help of the FSS program's case management and escrow account that may be used for the downpayment towards a home, Ms. McClain is looking to potentially purchase the home, 207 Lynn Street built through CHA with the downpayment funds in her FSS escrow account.

Mayor Buffaloe shared that she was very happy to attend tonight's meeting and stated that she thinks of Columbia Housing Authority when talking about the efforts that are put in to providing affordable and fair housing for the community. Mayor Buffaloe read the Proclamation aloud and thanked the Columbia Housing Authority for all the hard work that they continue to do.

Mr. Cole presented Ms. McClain with a Gift Card on behalf of the Board and thanked her for all of her accomplishments.

VI. Public Comment.

There was no public comment.

VII. Commissioner Comment.

There was no commissioner comment.

SPECIAL ITEM

VIII. Annual Agency Audit and Single Audit Overview: Rubin Brown

Ms. Duncan shared updates regarding the Agency Wide Audit and explained that they were at CHA this week focusing on the HUD Subsidy, inner company transactions that happen between the LIHTC Properties and CHA, as well as program compliance. Ms. Duncan explained that they look into the Section 8 (HCV) Program every year and rotate in other programs each year. Ms. Duncan noted that they are working towards a May completion of the Audit.

Mr. Hutton shared that they have been focusing mainly on the Single Audit piece, which essentially means that the organization is following Federal and HUD guidelines. Mr. Sutton stated that this is called a Quality Control Review of those processes and shared that he has been working with Ms. Edwards and Mr. Koske. Mr. Sutton explained that 75% of the work on the audit started in November, and that has helped with completing this process in a timely manner. Mr. Sutton shared that he was very thankful to CHA staff for getting everything submitted.

Ms. Wenneker inquired about whether Mr. Sutton or Ms. Duncan had any suggestions as to what changes CHA could make to keep moving along with the financial changes that have occurred. Mr. Sutton stated that they had discussed bringing in a Consultant Firm with Mr. Koske, that could be overseeing the very complicated HUD and Federal requirements that are constantly changing. Ms. Duncan shared that it is always important to be sure that management feels comfortable coming to the Board about what the needs are among staff.

PUBLIC HEARINGS

RESOLUTIONS

IX. Resolution 2949: A Resolution to Approve the Annual Certification of MHACPI Member Compliance with the Requirements for Liability Coverage for Directors and Officers.

Mr. Cole reported that this is a resolution to certify that CHA has reviewed the annual fiduciary and ethics compliance, that is required by Missouri Housing Authorities Property and Casualty, Inc., CHA's insurance provider for public housing operations. Mr. Cole shared that it is a requirement that leadership and HR provide training. This training was provided to all Senior staff in addition to all staff reviewing and signing their understanding of the document.

Mr. Calloway inquired as to whether the Commissioners needed to sign this as well. Mr. Cole stated that the Board Members would only need to approve, and the Chair would sign.

Mr. Hutton inquired as to whether this was a new annual certification. Ms. Nelson shared that this has been a part of the personnel policy for some years now.

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2949 as presented. A motion was made by Ms. Wenneker. Second by Ms. Oliveri. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Oliveri, Wenneker, Hutton, Calloway

No: None

X. Resolution 2950: A Resolution to Approve an Update to Appendix 3 – Range and Salary Plan to CHA Personnel Policy.

Mr. Cole explained that this resolution would increase the minimum and maximum for each pay range which trends closely with COLA increases since Fall of 2022. Mr. Cole shared that this would ensure that job advertisements remain competitive and reflect the salary range that CHA has budgeted for. Mr. Cole reported that Ms. Nelson has reviewed data from the St. Louis and Springfield Housing Authorities and believed that CHA was aligned with those agencies. Mr. Hutton inquired as to whether all the ranges had been adjusted. Mr. Cole stated that they have all been adjusted by about \$2.

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2950 as presented. A motion was made by Mr. Hutton. Second by Ms. Wenneker. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Oliveri, Wenneker, Hutton, Calloway

No: None

REPORTS

XI. Finance Report and CHA Administration Accounts

Mr. Cole reviewed highlights from the report noting an analysis and projections based on January and February 2024 revenues and expenses. Mr. Cole reported that CHA has the potential forthcoming recommendation of combining CHA-BA and COCC into one account as a part of the FY 2025 budget process. Mr. Cole shared that CHA is in a strong cash position as of 4/1/2024 with over 6 months monthly operational reserves.

Mr. Koske reviewed highlights of his plan moving forward such as increasing management fees, identifying additional savings, smoothing of expenses, and utilization of line of credit for CHALIS's monthly impact on COCC cash.

XII. Affordable Housing Development and Compliance

Mr. Cole reviewed highlights regarding progress with Kinney Point such as the subsidy layering review that was approved by HUD on April 8, 2024 anticipating that MHDC Firm Commitment will come soon. Staff has also received bond issuing documents and anticipate a board zoom meeting may be necessary sometime before May 1, 2024.

Mr. Cole reported that HUD approved the Part 58 Environmental Review and Authority to Use Funds has been issued for Park Avenue. Progress has been made on the subsidy layering review with an additional round of questions and clarification. Mr. Cole shared that the City ARPA

agreement was approved for Providence Walkway and there have been no updates to report regarding the County ARPA application.

Ms. Matondo reported that CHA staff plans to include monthly updates of reports that will be submitted to MHDC, IRS, HUD, FHLB, Red Stone, Sugar Creek Capital, Gardner Capital, Bond reporting through UMB and DED. Mr. Cole stated that the reports will include timing, definitions, and the submission process.

XIII. CHA LIHTC FY 2023 Operating Expense Analysis-CHA Intern Genevieve Harline

Ms. Harline examined CHA operational costs per square foot of CHA-owned property and developed CHA LIHTC property 1-page info sheets and Maps. Ms. Harline reviewed highlights from her data reports and discussed the process.

XIV. Department Reports: Maintenance, Public Housing & Affordable Housing Properties, Section 8 Housing Choice Voucher Program, Resident Services, Safety, and Human Resources

Modernization and Maintenance:

Mr. Cole reported that Mr. Anthony has begun to gather data regarding work orders and unit turns. Mr. Cole shared that Mr. Anthony along with the Finance Department have accessed MHDC funds to finance the foundation repairs that were mentioned at the last meeting. Mr. Anthony reported that he is working on a better way to pull the data from the system and will work closely with Ms. Lewis to gather the information correctly.

Public Housing & Affordable Housing Properties

Mr. Cole reviewed highlights from the Affordable Housing Report. Ms. Wenneker inquired about the number of terminations. Mr. Forck shared that with staff changes he believes that they were backlogged.

Section 8 Housing Choice Voucher Program

Mr. Cole reviewed highlights from the report.

Resident Services:

Ms. Hammons shared that the ROSS Services position was still vacant and reviewed highlights from her report.

Safety:

Mr. Cole and Mr. Forck reviewed the highlights of the report.

Human Resources:

Mr. Cole reviewed highlights from the report, noting an upcoming training in St. Louis that he will present at. Ms. Nelson reported that she is currently working on personnel policy and performance evaluation tool updates.

XV. Current Events:

Mr. Cole reviewed highlights of current events such as the County Housing Study, Upward Mobility-Second Chance Leasing, County Housing Study, VA Partnership Discussion and plans to have a meeting with Council Member Roy Lovelady to provide him with more information regarding the HCV Program. Mr. Calloway inquired about what instructions do the participants have when dealing with landlords who are not willing to rent to them because of the voucher. Mr. Cole shared that he planned to meet with City Staff to gain better insight.

PUBLIC AND COMMISSIONER COMMENT

XVI. Public Comment.

There were no public comments.

Mr. Hutton shared that he will not be able to attend the next scheduled meeting in May.

XVII. Adjournment.

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Wenneker. Second by Mr. Hutton. Mr. Hutton called the meeting adjourned at 7:04 p.m.

Bob Hutton, Chair

Date

Randy Cole, Chief Executive Officer

Date

Certification of Public Notice

I, Randy Cole, Chief Executive Officer of the Housing Authority of the City of Columbia, Missouri, do hereby certify that on April 5, 2024, I posted public notice of the April 10, 2024, Board of Commissioners Meeting and distributed copies of the notice and agenda to the Board of Commissioners and the local media. The meeting notice and agenda was also distributed to the public upon request.

The complete agenda packet was available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

Randy Cole, Chief Executive Officer

Date



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HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING April 24, 2024, BOARD MEETING MINUTES

I. Call to Order/Introductions:

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in open session, via Zoom on April 24, 2024, in the Training Room of the Columbia Housing Authority Administration Building, 201 Switzler St., Columbia, Missouri 65203. Mr. Hutton, Chair, called the meeting to order at 9:36 a.m. Mr. Cole shared that present on the Zoom meeting were Weylin Watson, Sam Lawlor and Bill Burns. Mr. Watson and his team are the Bond Council for the Kinney Point Project and available to answer questions.

II. Roll Call:

Present: Bob Hutton, Chair Commissioner – Via Zoom
 Rigel Oliveri, Commissioner – Via Zoom
 Steve Calloway, Commissioner – Via Zoom
 Robin Wenneker, Vice Chair Commissioner – Via Zoom

CHA Staff: Randy Cole, CEO
 Darcie Hamilton, Housing Development Coordinator

III. Adoption of Agenda:

Mr. Calloway made a motion to approve the agenda. A second was made by Ms. Wenneker. All Commissioners voted “aye”. Mr. Hutton declared the agenda adopted.

IV. Approval of Minutes:

None.

V. Commissioner Comment:

None.

VI. Public Comment:

None.

PUBLIC HEARINGS

Proposed issuance by the Authority of its exempt facility housing revenue bonds, in one or more series, in a principal amount of not to exceed \$8,000,000, for the purpose of financing a portion of the costs of the acquisition and construction of an approximately 34-unit qualified residential rental project under Section 142 of the Internal Revenue Code, to be located on the north side of E. Sexton Road between Grande Avenue on the east and N. Garth Avenue on the west, and south of the residential houses on 4th Avenue (with an approximate address of 7 East Sexton Road) in the City of Columbia, Missouri, to be known as Kinney Point Apartments (the "Project"), the principal user of which will be Kinney Point Housing Development Group, LP, a Missouri limited partnership.

Mr. Hutton opened the hearing to comments at 9:36 a.m. Mr. Cole spoke to the hearing being a requirement for CHA to issue bonds for the Kinney Point project and explains that the notice has been posted publicly for comments.

The board of commissioners allowed the hearing to remain open through the review and approval of the following resolutions and closed the hearing at 9:49 a.m.

RESOLUTIONS

VII. Resolution 2951: Certified Resolution of the Housing Authority of the City of Columbia, Missouri authorizing it to enter into transactions to develop the Kinney Point Apartments project.

Mr. Cole explains that the resolution certifies CHA to enter into transactions to develop the Kinney Point project and authorizes Mr. Hutton, the board chair and himself to sign off on required documents. The resolution also approves the sale of the land from CHA to the partnership.

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2951 as presented. A motion was made by Ms. Wenneker. Seconded by Ms. Oliveri. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Hutton, Calloway, Oliveri, Wenneker
No: None

Resolution 2951 passes.

VIII. Resolution 2952: Authorizing the Housing Authority of the City of Columbia, Missouri to Issue Its Multifamily Housing Revenue Bonds (Kinney Point Apartments Project) on Behalf of Kinney Point Housing Development Group, LP to Provide Funds to Finance a Portion of the Costs of the Acquisition and Construction of a 34-Unit Housing Project; Authorizing and Approving Certain Documents in Connection with the Issuance of the Bonds; and Authorizing Certain Other Actions in Connection with the Issuance of the Bonds.

Mr. Cole explains that this resolution's approval moves forward with the sale of bonds and associated documents.

Mr. Calloway confirms with staff that the zoning is appropriate for the multifamily housing that will be at the site. Mr. Cole explains that the zoning is proper for multifamily development and was prior to the project. The plat and PD plan were the major updates required for the development. Mr. Hutton confirms that everything related to the project is done, these are the final steps. Mr. Cole shares that even the permits for construction are ready to go.

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2952 as presented. A motion was made by Mr. Calloway. Seconded by Ms. Oliveri. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Hutton, Oliveri, Calloway, Wenneker
No: None

IX. Resolution 2953: A Resolution Authorizing the Chief Executive Officer of the Housing Authority to the City of Columbia to execute an Agreement to enter into a Housing Assistance Payment Contract (AHAP) prior to construction, and a Housing Assistance Payment (HAP) contract upon construction completion and final inspection.

Mr. Cole explains that this resolution approves the action that ties Project-Based-Vouchers (PBV) to the project. These vouchers are taken from the Housing Choice Voucher (HCV) pool, and tied to the project. This is important for the viability of the project and affordability for the tenants for years to come. Mr. Cole shares that staff have worked with the HUD field office to complete these tasks.

Mr. Calloway asks a clarification question regarding the associated bond documents referencing UMB and which resolution they are tied to. Mr. Cole explains that the multipage documents referencing UMB and others following Resolution 2952 are related to the Bond issuance.

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2953 as presented. A motion was made by Ms. Oliveri. Seconded by Ms. Wenneker. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Hutton, Calloway, Oliveri, Wenneker
No: None

REPORTS

PUBLIC AND COMMISSIONER COMMENT

X. Public Comment.

There were no public or commissioner comments.

XI. Adjournment.

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Wenneker. Second by Mr. Calloway. Mr. Hutton called the meeting adjourned at 9:49 a.m.

Bob Hutton, Chair

Date

Randy Cole, Chief Executive Officer

Date

Certification of Public Notice

I, Randy Cole, Chief Executive Officer of the Housing Authority of the City of Columbia, Missouri, do hereby certify that on April 19, 2024, I posted public notice of the April 24, 2024, Board of Commissioners Meeting and distributed copies of the notice and agenda to the Board of Commissioners and the local media. The meeting notice and agenda was also distributed to the public upon request.

The complete agenda packet was available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

Randy Cole, Chief Executive Officer

Date



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: **Resolution 2954:** Authorizing the Submission of a Continuum of Care Grant Renewal Application

Executive Summary

Approval of Resolution 2954 authorizes the CEO of the Columbia Housing Authority to submit a renewal grant application for Continuum of Care (CoC) grant funds. CHA has historically accessed CoC funding to provide additional permanent supportive housing vouchers to homeless populations referred to CHA through the Boone County Coalition to End Homelessness (local organizations within our regional Continuum of Care).

Discussion

The Columbia Housing Authority has applied for and received Continuum of Care (CoC) Program rental assistance funding from HUD to assist homeless persons with disabilities in previous years. Continuum of Care funding for the current year is \$506,497 and typically supports over 60 vouchers for this population. CHA is seeking approval to apply for up to \$500,000 for 2025 to continue this program.

This grant requires an equal local match of in-kind support services to assist homeless persons with disabilities in moving into and sustaining permanent housing. CHA has historically maintained MOU partnership agreements with the following social service agencies to refer clients to this program and provide the required in-kind match of community support services:

- New Horizons Community Support Services
- Burrell Community Behavioral Health Services
- Lutheran Family and Children Services
- Welcome Home, Inc.
- Compass Health/Family Counseling Center
- In2Action
- Love Columbia

CHA will be submitting this funding application through the Missouri Balance of State Continuum of Care application in partnership with our local Boone County Coalition to End Homelessness (BCCEH).

Recommended Commission Action

Approve the attached resolution authorizing the submission of CHA's FY 2025 CoC grant application renewal.



Board Resolution

RESOLUTION # 2954

A Resolution Authorizing the Submission of a Continuum of Care Grant Renewal Application to the Department of Housing and Urban Development, Through the Missouri Balance of State Continuum of Care Application Process, to Provide Rental Housing Assistance to Homeless Persons with Disabilities and Authorizing the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Program as Described in the Grant application.

WHEREAS, the McKinney-Vento Act as amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act created programs with a primary purpose of developing a comprehensive effort to provide affordable housing by providing decent, safe, and sanitary housing opportunities for lower income homeless households; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, is an eligible provider of the Continuum of Care Program through the Missouri Balance of State Continuum of Care application; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, was awarded Continuum of Care grant funding to provide rental housing assistance to homeless persons with disabilities in 2024 in the amount of \$506,497 and has received similar funding in previous years; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, recognizes the continued need for such housing assistance with community support services; and

WHEREAS, partnerships with local social service agencies have been established to provide the required local match of community support services to participating households;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri, hereby adopts this Resolution authorizing the submission of a Continuum of Care grant renewal application for 2025 in the amount of up to \$500,000 to the Department of Housing and Urban Development through the Missouri Balance of State Continuum of Care to provide housing and matching community support services to homeless persons with disabilities.

BE IT FURTHER RESOLVED that if the Continuum of Care grant application should be approved, Resolution #2954 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

Bob Hutton, Chair

Randall Cole, Secretary

Adopted May 8, 2024



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: FY 2024 First Quarter Finance Report.

Executive Summary

The Columbia Housing Authority completed its first quarter of FY 2024 and financial data supports the previously expressed need to rebalance specific portions of the FY 2024 budget. The attached report included in the packet provides entity-wide revenues and expenses by budget category and account type for the Columbia Housing Authority and covers January 1, 2024, through March 31, 2024.

Discussion

The CHA staff is planning to provide a budget amendment for CHA Board consideration at the June meeting and is working with a 3rd party PHA CPA consulting firm to assist with this effort. Items needing rebalanced and matched to actual costs within the June budget amendment are as follows:

Revenues

- Annual waterfall calculations for LIHTC properties have been completed and need to be adjusted to reflect actuals, rather than projected.
- Housing Choice Voucher (HCV) and Mainstream Voucher Administrative Fees continue to rise due to the continued progress of the Housing Programs Department. There is a significant level of reserves building within both accounts. CHA currently maintains an Administrative Reserve of \$489,787.96 in unrestricted net-assets (Section 8 Administrative Fees).

Expenses

- CHA staff have worked with CHA's HUD Field Office Representative and its 3rd Party CPA Consulting Firm to identify additional position funding allocations to further utilize Section 8 Administrative fees. Positions include reception, finance staff coordinating payments to landlords, and additional time documented by LIHTC property management staff conducting Section 8 duties. Additional consideration of long-term fee revenue and available cash will also be incorporated.
- A miscalculation was identified in the budget spreadsheet regarding employee health insurance labeled as Employee Benefits – Admin. Health insurance costs for employees was off by 11 months.
- CHA expended \$426,879 in Administrative Salaries during the first quarter, which is \$88,600.25 or 17% under budget for the period.
- Total Operating Administration expenses were \$714,955 in the first quarter, which is \$88,771.50 or 10% under budget.
- Total LIHTC property insurance was projected at \$311,334 within the FY 2024 budget, however actual costs for premiums are \$524,429.56.



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- Several capital LIHTC projects were included within the Maintenance Operations expenses category. CHA staff prefer moving these items to a capital investment rather than an operational expense to ensure clarity on budgetary limits for monthly maintenance costs.

A further detailed report of each entity’s budget is included in this packet. The total CHA Combined Entity-Wide revenues and expenses for FY 2024 first quarter are as follows:

Revenues	Total
Total Tenant Revenue	584,546
Total Fee Revenue	4,569,788
Total Revenue	\$ 5,665,058
Expenses	Total
Total Operating - Admin.	714,955
Total Tenant Services	277,648
Total Utilities	178,223
Total Maintenance	424,778
Total Protective Services	55,516
Total Insurance Premiums	120,058
Total Other Expenses	156,585
Total Interest/Amortization	107,777
Total Operating Expenses	\$ 2,035,540
Excess of Operating Revenue over Operating Expenses	\$ 3,629,518
Housing Assistance Payments	2,435,024
Depreciation Expense	498,770
Total Expenses	5,052,310
Net Gain (Loss)	\$ 612,747

The Columbia Housing Authority received \$5,665,058 in revenue during the first quarter, however \$3,956,106 of this revenue is Housing Assistance Payments (HAP) that pass-through CHA and paid directly to landlords accepting vouchers for eligible households. CHA’s existing financial and programmatic reporting format combines HAP payment revenue with other revenue. HAP expenses are included in the report to balance these items, however there is often variation in HAP funds received and HAP funds expended, such as March 2024 receiving two monthly HAP allocations from HUD, with only one disbursement.

CHA staff is working to get a new long-term and regular reporting format in place for key programmatic and financial indicators. CHA staff has identified a specific format recently developed by HUD technical assistance



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staff and is pursuing the implementation of this tool. CHA staff is also receiving input from its 3rd Party PHA Consultant and attending a St Louis HUD Field Office training from May 21-23rd, which will include the PHA data dashboard for monthly financial and programmatic reporting. CHA staff will be working to implement new key performance indicators for the July meeting and for future months.

Recommended Commission Action

Review and consider the report.

**Columbia Housing Authority
Entity Wide Revenue and Expense Summary**

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Tenant Rental Revenue	\$ 101,643	\$ 565,941	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,082	\$ 3,690	\$ -	\$ -	\$ -	\$ -	\$ 679,356	\$ -	\$ 679,356
Rental Subsidies		593,658	-	-	-	-	-	-	-	-	-	-	-	-	-	593,658	(593,658)	-
Vacancy Loss	(25,751)	(81,007)	-	-	-	-	-	-	-	-	-	-	-	-	-	(106,757)		(106,757)
Net Rental Revenue	75,893	1,078,592	-	-	-	-	-	-	-	8,082	3,690	-	-	-	-	1,166,257	(593,658)	572,599
Tenant Revenue - Other	2,424	9,523	-	-	-	-	-	-	-	-	-	-	-	-	-	11,947		11,947
Total Tenant Revenue	78,316	1,088,116	-	-	-	-	-	-	-	8,082	3,690	-	-	-	-	1,178,204	(593,658)	584,546
HUD PHA Operating Grants	119,175	-	3,538,510	4,553	97,896	193,536	126,164	-	42,305	-	-	-	-	-	-	4,122,139	-	4,122,139
HUD Voucher Admin Fees		-	416,318	-	8,944	17,956	4,430	-	-	-	-	-	-	-	-	447,648	-	447,648
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	79,028	79,028	(79,028)	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,800	(4,800)	-
Book Keeping Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	39,720	39,720	(39,720)	-
Total Fee Revenue	119,175	-	3,954,828	4,553	106,840	211,492	130,595	-	42,305	-	-	-	-	-	123,548	4,693,336	(123,548)	4,569,788
Other Government Grants		-	-	-	-	-	-	37,336	-	203,919	-	-	-	-	-	241,255	-	241,255
Interest Income	17,194	54,574	7,119	92	850	688	902	719	-	437	15,887	-	4,897	770	5,587	109,718	-	109,718
Investment Income		-	-	-	-	-	-	-	-	-	-	-	-	197,678	-	197,678	(197,678)	-
Fraud Recovery	577	-	997	-	-	-	-	-	-	-	-	-	-	-	-	1,574	-	1,574
Other Revenue	19,825	39,312	959	-	-	-	-	-	-	16,842	-	72,358	-	93,879	6	243,181	(85,323)	157,858
Gain/Loss on Sale of Capital Assets	319	-	-	-	-	-	-	-	-	-	-	-	-	-	-	319	-	319
Total Revenue	\$ 235,407	\$ 1,182,002	\$ 3,963,903	\$ 4,645	\$ 107,690	\$ 212,180	\$ 131,497	\$ 38,055	\$ 42,305	\$ 229,280	\$ 19,577	\$ 72,358	\$ 4,897	\$ 292,327	\$ 129,141	\$ 6,665,264	\$ (1,000,206)	\$ 5,665,058
Administrative Salaries	17,766	67,484	136,715	-	554	615	3,009	713	-	11,119	-	-	29,190	72,601	87,113	426,879	-	426,879
Auditing Fees	-	-	13,000	-	-	-	-	-	-	-	-	-	-	-	-	13,000	-	13,000
Management Fee	19,856	65,245	59,172	-	-	-	-	-	-	375	310	-	-	-	-	144,958	(144,958)	-

**Columbia Housing Authority
Entity Wide Revenue and Expense Summary**

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
LIHTC Asset																		
Mgmt	2,738	18,564	36,983	-	-	-	-	-	-	-	-	-	-	-	-	58,284	(39,720)	18,564
Advertising and Marketing	-	-	4,050	-	-	-	-	-	-	0	-	-	-	-	1,273	5,323	-	5,323
Employee	6,625	19,950	36,593	-	161	69	348	80	-	2,512	-	-	7,529	18,328	17,868	110,063	-	110,063
Office Expenses	5,956	18,714	29,229	-	10	141	262	76	2,009	5,070	-	3,119	2,184	3,151	18,311	88,233	-	88,233
Legal Expense	-	4,114	-	-	-	-	-	-	-	-	-	-	-	-	4,035	8,149	-	8,149
Training & Travel	200	-	235	600	-	-	-	-	-	1,290	-	-	-	-	2,778	5,103	-	5,103
Other	939	9,582	21,111	36	339	212	767	114	29	1,428	34	366	114	927	3,642	39,641	-	39,641
Total Operating - Admin.	54,079	203,652	337,088	636	1,064	1,037	4,385	983	2,039	21,794	344	3,486	39,017	95,008	135,020	899,633	(184,678)	714,955
Asset Management Fee	4,800	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,800	(4,800)	-
Salaries	295	22,671	-	-	-	-	-	-	27,148	119,462	-	-	-	-	-	169,575	-	169,575
Employee Benefit	32	7,727	-	-	-	-	-	-	9,377	26,074	-	-	-	-	-	43,210	-	43,210
Tenant Services -	216	22,334	590	-	-	-	-	690	-	41,033	-	-	-	-	-	64,863	-	64,863
Total Tenant Services	543	52,732	590	-	-	-	-	690	36,525	186,568	-	-	-	-	-	277,648	-	277,648
Water	6,889	36,641	239	-	-	-	-	-	-	-	-	-	-	222	80	44,071	-	44,071
Electricity	6,736	74,751	1,618	-	-	-	-	-	-	-	-	-	-	895	539	84,540	-	84,540
Gas	4,084	11,075	612	-	-	-	-	-	-	-	-	-	-	744	204	16,720	-	16,720
Sewer	6,196	26,341	146	-	-	-	-	-	-	-	-	-	-	160	49	32,892	-	32,892
Total Utilities	23,906	148,808	2,616	-	-	-	-	-	-	-	-	-	-	2,021	872	178,223	-	178,223
Maintenance - Labor	54,164	85,032	-	-	-	-	-	-	-	-	-	-	-	-	-	139,197	-	139,197
Maintenance - Materials	23,698	88,740	-	-	-	-	-	-	-	-	-	265	-	-	402	113,105	-	113,105
Maintenance - Contracts	17,207	113,483	2,684	-	-	-	-	-	-	-	-	-	-	-	-	133,374	(6,977)	126,397
Employee Benefits - Maint.	15,846	30,233	-	-	-	-	-	-	-	-	-	-	-	-	-	46,079	-	46,079
Total Maintenance	110,916	317,488	2,684	-	-	-	-	-	-	-	-	265	-	-	402	431,754	(6,977)	424,778
Protective Services - Labor	7,334	2,250	-	-	-	-	-	-	-	-	-	32,087	-	-	-	41,672	-	41,672
Employee Benefit	2,437	748	-	-	-	-	-	-	-	-	-	10,660	-	-	-	13,845	-	13,845
Total Protective Services	9,771	2,998	-	-	-	-	-	-	-	-	-	42,748	-	-	-	55,516	-	55,516

**Columbia Housing Authority
Entity Wide Revenue and Expense Summary**

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Property Insurance	18,124	57,793	1,246	-	-	-	-	-	-	966	263	-	-	1,567	415	80,375	-	80,375
Liability Insurance	2,101	-	3,161	-	-	-	-	-	-	2,372	80	-	-	714	-	8,427	-	8,427
Workmen's Compensation	1,313	3,061	2,323	-	8	9	45	11	457	2,168	-	541	458	1,157	1,400	12,950	-	12,950
All Other Insurance	1,933	12,941	-	-	-	-	-	-	-	1,219	-	617	263	199	1,135	18,306	-	18,306
Total Insurance Premiums	23,471	73,795	6,730	-	8	9	45	11	457	6,724	342	1,157	721	3,637	2,950	120,058	-	120,058
Other General Expenses	151	4,479	2,788	-	-	294	-	-	-	-	-	1,158	2,210	19,951	1,784	32,813	(12,416)	20,397
Compensated Absences	7,998	26,636	18,129	-	-	-	-	-	3,285	13,919	-	3,957	1,347	4,527	6,212	86,009	-	86,009
Payments in Lieu of Taxes	4,827	37,702	-	-	-	-	-	-	-	808	369	-	-	-	-	43,706	-	43,706
Bad debt - Tenant Rents	673	5,799	-	-	-	-	-	-	-	-	-	-	-	-	-	6,472	-	6,472
Total Other Expenses	13,649	74,616	20,916	-	-	294	-	-	3,285	14,727	369	5,115	3,557	24,478	7,995	169,001	(12,416)	156,585
Interest of Mortgage Payable	-	78,965	-	-	-	-	-	-	-	-	-	314	-	77,097	-	156,376	-	156,376
Interest on Notes Payable	-	122,517	-	-	-	-	-	-	-	-	-	-	-	5,610	-	128,126	-	128,126
Amortization of Loan Costs	-	20,953	-	-	-	-	-	-	-	-	-	-	-	-	-	20,953	-	20,953
Total	-	222,434	-	-	-	-	-	-	-	-	-	314	-	82,707	-	305,455	(197,678)	107,777
Total Operating Expenses	\$ 241,135	\$ 1,096,522	\$ 370,624	\$ 636	\$ 1,072	\$ 1,340	\$ 4,430	\$ 1,683	\$ 42,305	\$ 229,813	\$ 1,055	\$ 53,085	\$ 43,295	\$ 207,851	\$ 147,239	\$ 2,442,088	\$ (406,548)	\$ 2,035,540
Excess of Operating	\$ (5,728)	\$ 85,480	\$ 3,593,279	\$ 4,009	\$ 106,618	\$ 210,840	\$ 127,066	\$ 36,371	\$ -	\$ (534)	\$ 18,521	\$ 19,272	\$ (38,398)	\$ 84,476	\$ (18,098)	\$ 4,223,176	\$ (593,658)	\$ 3,629,518
Housing Assistance Payments	-	-	2,671,605	-	72,925	121,236	126,164	36,752	-	-	-	-	-	-	-	3,028,682	(593,658)	2,435,024
Depreciation Expense	35,232	443,643	5,100	-	-	-	-	-	-	4,720	844	-	-	8,934	297	498,770	-	498,770
Total Expenses	\$ 276,367	\$ 1,623,141	\$ 3,047,330	\$ 636	\$ 73,997	\$ 122,576	\$ 130,595	\$ 38,436	\$ 42,305	\$ 234,533	\$ 1,899	\$ 53,085	\$ 43,295	\$ 216,784	\$ 147,536	\$ 6,052,517	\$ (1,000,206)	\$ 5,052,310
Net Gain (Loss)	\$ (40,960)	\$ (441,139)	\$ 916,574	\$ 4,009	\$ 33,693	\$ 89,604	\$ 902	\$ (381)	\$ -	\$ (5,254)	\$ 17,677	\$ 19,272	\$ (38,398)	\$ 75,543	\$ (18,395)	\$ 612,747	\$ -	\$ 612,747

**Housing Choice Voucher Program
Unaudited Revenue Expense Budget Comparison**

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
HUD PHA Operating Grants - HAP	\$ 1,793,624	\$ 913,661	\$ 879,963	\$ 3,538,510	\$ 2,740,984	797,526	29%
HUD Admin Fees Earned	208,046	113,295	94,751	416,318	339,886	76,432	22%
Total Fee Revenue	2,001,670	1,026,957	974,714	3,954,828	3,080,870	873,959	28%
Investment Income - Unrestricted	2,450	1,667	783	7,119	5,000	2,119	42%
Fraud Recovery - HAP	438	100	338	718	300	418	0%
Fraud Recovery - Admin	-	100	(100)	280	300	(21)	0%
Other Revenue	-	-	-	959	-	959	
Total Revenue	\$ 2,004,558	\$ 1,028,823	\$ 975,734	\$ 3,963,903	\$ 3,086,470	\$ 877,434	28%
Administrative Salaries	48,537	58,224	(9,686)	136,715	174,671	(37,956)	-22%
Auditing Fees	-	3,035	(3,035)	13,000	9,105	3,895	43%
Management Fee	19,788	21,332	(1,544)	59,172	63,996	(4,824)	-8%
Book-keeping Fee	12,368	13,333	(965)	36,983	39,998	(3,015)	-8%
Advertising and Marketing	4,050	42	4,008	4,050	125	3,925	3140%
Employee Benefit contributions - Administrative	10,574	15,540	(4,966)	36,593	46,620	(10,027)	-22%
Office Expenses	4,399	7,651	(3,252)	29,229	22,954	6,275	27%
Training & Travel	-	667	(667)	235	2,000	(1,765)	-88%
Other Administrative Expenses	3,822	8,469	(4,646)	21,111	25,406	(4,295)	-17%
Total Operating - Administrative	103,538	128,291	(24,753)	337,088	384,874	(47,786)	-12%
Total Tenant Services	70	-	70	590	-	590	
Total Utilities	394	854	(460)	2,616	2,562	55	2%
Bldg. Maintenance	908	1,301	(393)	2,684	3,904	(1,220)	-31%
Insurance Premiums	2,249	1,839	410	6,730	5,518	1,212	22%
Other General Expenses	4,451	539	3,912	20,916	1,616	19,301	1195%
Total Operating Expenses	\$ 111,611	\$ 132,824	\$ (21,214)	\$ 370,624	\$ 398,473	\$ (27,849)	-7%
Excess of Operating Revenue over Operating Expenses	\$ 1,892,947	\$ 895,999	\$ 996,948	\$ 3,593,279	\$ 2,687,996	\$ 905,283	34%
Homeownership	3,444	3,906	(462)	9,979	11,717	(1,738)	-15%
Portable Housing Assistance Payments	18,462	20,244	(1,782)	70,439	60,733	9,706	16%
S8 FSS Payments	15,008	12,167	2,841	40,449	36,500	3,949	11%
VASH Housing Assistance Payments	59,067	55,629	3,439	177,446	166,887	10,559	6%
All Other Vouchers Housing Assistance Payments	805,538	821,716	(16,177)	2,373,292	2,465,148	(91,855)	-4%
Total Housing Assistance Payments	901,520	913,661	(12,141)	2,671,605	2,740,984	(69,378)	-3%
Depreciation Expense	1,701	1,701	-	5,100	5,100	-	
Total Expenses	\$ 1,014,832	\$ 1,048,187	\$ (33,355)	\$ 3,047,330	\$ 3,144,557	\$ (97,227)	-3%
Net Gain (Loss)	\$ 989,726	\$ (19,363)	\$ 1,009,089	\$ 916,574	\$ (58,087)	\$ 974,661	-1678%

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 34,193	\$ 34,613	\$ (420)	\$ 101,643	\$ 103,838	\$ (2,195)	-2%
Vacancy Loss	(9,222)	(3,631)	(5,591)	(25,751)	(10,894)	(14,857)	136%
Net Tenant Rental Revenue	24,971	30,982	(6,011)	75,893	92,945	(17,052)	-18%
Tenant Revenue - Other	15	583	(568)	2,424	1,750	674	39%
Total Tenant Revenue	24,986	31,565	(6,579)	78,316	94,695	(16,378)	-17%
HUD PHA Operating Grants	31,895	40,741	(8,846)	119,175	122,223	(3,048)	-2%
Capital Fund Grants	-	28,594	(28,594)	-	394,600	(394,600)	-100%
Total Grant Revenue	31,895	69,335	(37,440)	119,175	516,822	(397,647)	-77%
Investment Income - Unrestricted	5,338	4,515	823	17,194	13,546	3,648	27%
Fraud Recovery	100	-	100	577	-	577	0%
Other Revenue	10,497	4,579	5,918	19,825	13,738	6,087	44%
Total Revenue	\$ 72,817	\$ 109,995	\$ (37,178)	\$ 235,407	\$ 638,801	\$ (403,394)	-63%
Administrative Salaries	5,343	7,484	(2,140)	17,766	22,451	(4,685)	-21%
Auditing Fees	-	400	(400)	-	1,200	(1,200)	-100%
Management Fee	4,842	8,093	(3,251)	19,856	24,279	(4,423)	-18%
Book-keeping Fee	668	810	(143)	2,738	2,430	308	13%
Advertising and Marketing	-	-	-	-	-	-	-
Employee Benefit contributions - Administrative	2,072	2,175	(103)	6,625	6,525	100	2%
Office Expenses	1,556	1,907	(351)	5,956	5,721	235	4%
Legal Expense	-	125	(125)	-	375	(375)	-100%
Training & Travel	-	625	(625)	200	1,875	(1,675)	-89%
Other	268	508	(240)	939	1,523	(585)	-38%
Total Operating - Administrative	14,748	22,127	(7,379)	54,079	66,380	(12,300)	-19%
Asset Management Fee	1,200	1,200	-	4,800	4,800	-	0%
Tenant Services - Salaries	295	604	(309)	295	1,812	(1,517)	-84%
Cares Act - COVID-19 Expenses	-	-	-	-	-	-	-
Employee Benefit Contributions - Tenant Services	28	46	(18)	32	139	(107)	-77%
Tenant Services - Other	-	350	(350)	216	1,050	(834)	-79%
Total Tenant Services	323	1,000	(677)	543	3,001	(2,458)	-82%

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Water	\$ 1,564	\$ 2,453	\$ (889)	\$ 6,889	\$ 7,358	\$ (468)	-6%
Electricity	61	1,677	(1,616)	6,736	5,030	1,706	34%
Gas	(2,871)	1,023	(3,894)	4,084	3,068	1,016	33%
Sewer	1,350	2,432	(1,081)	6,196	7,295	(1,098)	-15%
Total Utilities	104	7,584	(7,480)	23,906	22,751	1,155	5%
Maintenance - Labor	17,381	19,904	(2,523)	54,164	59,713	(5,549)	-9%
Maintenance - Materials & Other	6,649	5,366	1,283	23,698	16,098	7,600	47%
Maintenance and Operations Contracts	8,258	9,636	(1,378)	17,207	28,909	(11,702)	-40%
Employee Benefit Contributions - Maintenance	5,945	5,288	657	15,846	15,865	(19)	0%
Total Maintenance	38,234	40,195	(1,961)	110,916	120,585	(9,669)	-8%
Total Protective Services	3,974	3,801	173	9,771	11,404	(1,633)	-14%
Total Insurance Premiums	7,800	6,345	1,455	23,471	19,035	4,436	23%
Other General Expenses	11	-	11	151	-	151	
Payments in Lieu of Taxes	2,115	2,340	(225)	4,827	7,020	(2,193)	-31%
Bad debt - Tenant Rents	2,214	474	1,740	673	1,421	(748)	-53%
Total Other General Expenses	5,848	2,814	3,034	13,649	8,441	5,208	62%
Interest on Notes Payable	-	1,818	(1,818)	-	5,453	(5,453)	-100%
Total Operating Expenses	\$ 72,231	\$ 86,883	\$ (14,652)	\$ 241,135	\$ 261,850	\$ (20,715)	-8%
Excess of Operating Revenue over Operating Expen:	\$ 586	\$ 23,111	\$ (22,526)	\$ (5,728)	\$ 376,951	\$ (382,679)	-102%
Extraordinary Maintenance	-	500	(500)	-	1,500	(1,500)	-100%
Depreciation Expense	6,411	13,875	(7,464)	35,232	41,625	(6,393)	-15%
Total Expenses	\$ 78,642	\$ 101,258	\$ (22,616)	\$ 276,367	\$ 304,975	\$ (28,608)	-9%
Net Gain (Loss)	\$ (5,825)	\$ 8,736	\$ (14,562)	\$ (40,960)	\$ 333,826	\$ (374,786)	-112%

Mid-Missouri Veterans Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 8,844	\$ 9,491	\$ (646)	\$ 27,490	\$ 28,472	\$ (982)	-3%
Rental Subsidies	8,581	8,139	442	24,785	24,416	369	2%
Vacancy Loss	(589)	(353)	(236)	(1,534)	(1,058)	(476)	45%
Net Rental Revenue	16,836	17,277	(440)	50,741	51,830	(1,088)	-2%
Tenant Revenue - Other	-	-	-	30	-	30	
Total Tenant Revenue	16,836	17,277	(440)	50,771	51,830	(1,058)	-2%
Investment Income - Unrestricted	687	583	104	2,138	1,750	388	22%
Other Revenue	198	383	(185)	405	1,150	(745)	-65%
Total Revenue	\$ 17,722	\$ 18,243	\$ (521)	\$ 53,315	\$ 54,730	\$ (1,415)	-3%
Administrative Salaries	798	858	(60)	2,858	2,573	285	11%
Auditing Fees	-	315	(315)	-	944	(944)	-100%
Property Management Fee	752	883	(131)	2,459	2,649	(190)	-7%
Asset Management Fees	1,330	792	538	3,989	2,376	1,614	68%
Employee Benefit contributions - Administrative	257	232	26	909	695	214	31%
Office Expenses	146	405	(259)	536	1,216	(680)	-56%
Legal Expense	-	42	(42)	-	125	(125)	-100%
Training & Travel	-	27	(27)	-	80	(80)	-100%
Other	123	50	73	980	150	830	554%
Total Operating - Administrative	3,406	3,607	(201)	11,731	10,820	912	8%
Total Tenant Services	-	8	(8)	-	25	(25)	-100%
Water	273	369	(96)	846	1,107	(261)	-24%
Electricity	882	1,037	(156)	2,894	3,112	(218)	-7%
Gas	471	496	(25)	1,886	1,487	398	27%
Sewer	183	213	(30)	566	638	(72)	-11%
Total Utilities	\$ 1,809	\$ 2,115	\$ (306)	\$ 6,192	\$ 6,345	\$ (153)	-2%

Mid-Missouri Veterans Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 1,059	\$ 1,108	\$ (50)	\$ 3,045	\$ 3,325	\$ (279)	-8%
Maintenance - Materials & Other	4,513	5,021	(508)	5,590	15,063	(9,472)	-63%
Maintenance and Operations Contracts	1,544	1,842	(298)	9,393	5,525	3,868	70%
Employee Benefit Contributions - Maintenance	397	364	34	1,188	1,091	97	9%
Total Maintenance	7,513	8,334	(822)	19,217	25,003	(5,787)	-23%
Total Protective Services	1,219	1,251	(31)	2,998	3,752	(754)	-20%
Total Insurance Premiums	236	1,310	(1,074)	2,884	3,930	(1,046)	-27%
Other General Expenses	2	-	2	20	-	20	
Taxes	621	621	-	1,862	1,862	-	0%
Bad debt - Tenant Rents	1,990	166	1,824	1,990	499	1,492	299%
Total Other General Expenses	2,790	787	2,003	4,921	2,360	2,561	108%
Interest of Mortgage (or Bonds) Payable	646	674	(27)	2,036	2,021	14	1%
Amortization of Loan Costs	681	681	0	2,042	2,042	0	0%
Total Interest Expense and Amortization Cost	1,327	1,355	(27)	4,078	4,064	14	0%
Total Operating Expenses	\$ 18,299	\$ 18,766	\$ (467)	\$ 52,020	\$ 56,298	\$ (4,279)	-8%
Excess of Operating Revenue over Operating Expenses	\$ (578)	\$ (523)	\$ (55)	\$ 1,295	\$ (1,569)	\$ 2,864	-183%
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	10,277	10,277	0	30,831	30,831	0	0%
Total Expenses	\$ 39,431	\$ 39,843	\$ (412)	\$ 112,387	\$ 119,529	\$ (7,143)	-6%
Net Gain (Loss)	\$ (21,709)	\$ (21,600)	\$ (110)	\$ (59,072)	\$ (64,800)	\$ 5,728	-9%

Bear Creek Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 20,150	\$ 18,972	\$ 1,177	\$ 58,969	\$ 56,917	\$ 2,052	4%
Rental Subsidies	29,510	31,269	(1,758)	90,011	93,806	(3,795)	-4%
Vacancy Loss	(3,081)	(1,507)	(1,574)	(9,870)	(4,522)	(5,348)	118%
Net Rental Revenue	46,579	48,734	(2,155)	139,110	146,201	(7,091)	-5%
Tenant Revenue - Other	1,431	1,042	390	1,358	3,125	(1,767)	-57%
Total Tenant Revenue	48,010	49,775	(1,765)	140,469	149,326	(8,858)	-6%
Investment Income - Unrestricted	1,835	1,667	169	6,000	5,000	1,000	20%
Other Revenue	3,087	2,220	867	8,386	6,660	1,726	26%
Total Revenue	\$ 52,933	\$ 53,662	\$ (729)	\$ 154,854	\$ 160,986	\$ (6,132)	-4%
Administrative Salaries	2,394	2,573	(179)	7,705	7,718	(14)	0%
Auditing Fees	-	956	(956)	-	2,868	(2,868)	-100%
Property Management Fee	2,509	3,120	(611)	7,397	9,359	(1,963)	-21%
Asset Management Fees	1,061	793	267	3,182	2,380	802	34%
Advertising and Marketing	-	4	(4)	-	13	(13)	-100%
Employee Benefit contributions - Administrative	772	695	77	2,469	2,085	383	18%
Office Expenses	598	884	(286)	1,843	2,651	(808)	-30%
Legal Expense	-	42	(42)	-	125	(125)	-100%
Training & Travel	-	81	(81)	-	244	(244)	-100%
Other	99	146	(47)	947	438	510	117%
Total Operating - Administrative	7,432	9,294	(1,861)	23,542	27,881	(4,339)	-16%
Total Tenant Services	1,471	1,749	(278)	4,414	5,247	(833)	-16%
Water	2,564	2,047	517	7,664	6,140	1,525	25%
Electricity	1,044	737	307	3,118	2,211	907	41%
Gas	220	404	(185)	1,882	1,213	670	55%
Sewer	1,982	1,569	413	5,936	4,706	1,229	26%
Total Utilities	\$ 5,809	\$ 4,757	\$ 1,052	\$ 18,601	\$ 14,270	\$ 4,331	30%

Bear Creek Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 3,058	\$ 3,325	\$ (266)	\$ 8,892	\$ 9,974	\$ (1,082)	-11%
Maintenance - Materials & Other	4,951	11,433	(6,482)	13,348	34,300	(20,952)	-61%
Maintenance and Operations Contracts	7,453	5,721	1,732	14,015	17,163	(3,148)	-18%
Employee Benefit Contributions - Maintenance	1,175	1,091	84	3,531	3,273	258	8%
Total Maintenance	16,638	21,570	(4,932)	39,786	64,709	(24,924)	-39%
Total Insurance Premiums	11,937	6,822	5,115	19,762	20,466	(704)	-3%
Other General Expenses	66	-	66	193	-	193	
Property Taxes	1,857	1,857	(0)	5,571	5,571	(0)	0%
Bad debt - Tenant Rents	-	324	(324)	-	971	(971)	-100%
Total Other General Expenses	2,453	2,181	272	8,075	6,542	1,533	23%
Interest of Mortgage (or Bonds) Payable	3,131	3,418	(287)	9,857	10,255	(398)	-4%
Interest on Notes Payable (Seller Financing)	6,714	6,714	0	20,141	20,141	0	0%
Amortization of Loan Costs	1,664	1,664	-	4,991	4,991	-	0%
Total Interest Expense and Amortization Cost	11,508	11,795	(287)	34,988	35,386	(398)	-1%
Total Operating Expenses	\$ 57,248	\$ 58,167	\$ (919)	\$ 149,167	\$ 174,501	\$ (25,334)	-15%
Excess of Operating Revenue over Operating Expenses	\$ (4,315)	\$ (4,505)	\$ 190	\$ 5,687	\$ (13,515)	\$ 19,202	-142%
Extraordinary Maintenance	-	-	-	28,209	-	28,209	
Depreciation Expense	18,775	18,774	1	56,319	56,323	(4)	0%
Total Expenses	\$ 76,023	\$ 76,942	\$ (919)	\$ 233,695	\$ 230,825	\$ 2,871	1%
Net Gain (Loss)	\$ (23,090)	\$ (23,279)	\$ 190	\$ (78,841)	\$ (69,838)	\$ (9,003)	13%

Stuart Parker Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 81,731	\$ 81,803	\$ (72)	\$ 249,172	\$ 245,409	\$ 3,763	2%
Rental Subsidies	89,283	89,125	158	263,870	267,375	(3,505)	-1%
Vacancy Loss	(10,514)	(3,846)	(6,668)	(36,648)	(11,537)	(25,111)	218%
Net Rental Revenue	160,500	167,082	(6,582)	476,394	501,247	(24,853)	-5%
Tenant Revenue - Other	751	733	17	4,119	2,200	1,919	87%
Total Tenant Revenue	161,251	167,816	(6,565)	480,513	503,447	(22,934)	-5%
Investment Income - Unrestricted	10,140	8,917	1,223	32,315	26,750	5,565	21%
Other Revenue	7,358	7,706	(348)	23,103	23,118	(15)	0%
Total Revenue	\$ 178,749	\$ 184,438	\$ (5,689)	\$ 535,931	\$ 553,315	\$ (17,384)	-3%
Administrative Salaries	9,005	10,040	(1,035)	24,851	30,119	(5,267)	-17%
Auditing Fees	-	3,573	(3,573)	-	10,718	(10,718)	-100%
Property Management Fee	10,022	10,531	(510)	30,122	31,594	(1,472)	-5%
Asset Management Fees	1,167	823	344	3,500	2,469	1,031	42%
Advertising and Marketing	-	4	(4)	-	13	(13)	-100%
Employee Benefit contributions - Administrative	2,417	2,550	(134)	7,505	7,651	(146)	-2%
Office Expenses	1,714	3,154	(1,440)	9,237	9,463	(226)	-2%
Legal Expense	2,109	125	1,984	3,678	375	3,303	881%
Training & Travel	-	304	(304)	-	913	(913)	-100%
Other	281	625	(344)	1,463	1,875	(412)	-22%
Total Operating - Administrative	26,714	31,730	(5,016)	80,356	95,190	(14,834)	-16%
Total Tenant Services	8,913	9,414	(500)	24,881	28,241	(3,360)	-12%
Water	4,154	6,087	(1,933)	18,259	18,260	(1)	0%
Electricity	11,724	12,721	(997)	39,322	38,163	1,159	3%
Gas	1,552	1,773	(221)	4,971	5,319	(348)	-7%
Sewer	2,691	4,146	(1,455)	12,701	12,437	264	2%
Total Utilities	\$ 20,120	\$ 24,726	\$ (4,606)	\$ 75,254	\$ 74,179	\$ 1,075	1%

Stuart Parker Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 13,882	\$ 15,566	\$ (1,685)	\$ 39,415	\$ 46,699	\$ (7,285)	-16%
Maintenance - Materials & Other	11,635	22,083	(10,448)	48,704	66,250	(17,546)	-26%
Maintenance and Operations Contracts	9,319	11,329	(2,011)	40,591	33,988	6,603	19%
Employee Benefit Contributions - Maintenance	5,125	4,395	730	15,279	13,184	2,095	16%
Total Maintenance	39,960	53,374	(13,413)	143,988	160,121	(16,133)	-10%
Total Insurance Premiums	14,478	8,989	5,489	36,236	26,966	9,270	34%
Other General Expenses	819	-	819	3,172	-	3,172	
Taxes	4,892	4,892	-	14,675	14,675	-	0%
Bad debt - Tenant Rents	1,582	842	740	1,582	2,525	(943)	-37%
Total Other General Expenses	8,768	5,733	3,035	31,205	17,199	14,006	81%
Interest of Mortgage (or Bonds) Payable	16,345	16,141	204	49,034	48,422	612	1%
Interest on Notes Payable (Seller Financing)	20,967	20,967	0	62,900	62,900	0	0%
Amortization of Loan Costs	2,275	2,274	0	6,824	6,823	1	0%
Total Interest Expense and Amortization Cost	39,586	39,382	204	118,758	118,145	613	1%
Total Operating Expenses	\$ 158,539	\$ 173,347	\$ (14,807)	\$ 510,677	\$ 520,040	\$ (9,363)	-2%
Excess of Operating Revenue over Operating Expenses	\$ 20,210	\$ 11,092	\$ 9,118	\$ 25,254	\$ 33,275	\$ (8,021)	-24%
Extraordinary Maintenance	-	-	-	17,024	-	17,024	
Depreciation Expense	53,344	53,610	(266)	160,026	160,831	(805)	-1%
Total Expenses	\$ 211,883	\$ 226,957	\$ (15,074)	\$ 687,727	\$ 680,871	\$ 6,856	1%
Net Gain (Loss)	\$ (33,134)	\$ (42,519)	\$ 9,385	\$ (151,796)	\$ (127,556)	\$ (24,239)	19%

Oak Towers Housing Deelopment Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 52,181	\$ 49,818	\$ 2,363	\$ 157,832	\$ 149,453	\$ 8,378	6%
Rental Subsidies	43,614	45,977	(2,363)	129,553	137,932	(8,378)	-6%
Vacancy Loss	(6,199)	(2,395)	(3,804)	(20,826)	(7,185)	(13,641)	190%
Net Rental Revenue	89,596	93,400	(3,804)	266,559	280,200	(13,641)	-5%
Tenant Revenue - Other	172	792	(620)	1,163	2,375	(1,212)	-51%
Total Tenant Revenue	89,768	94,192	(4,424)	267,722	282,575	(14,853)	-5%
Investment Income - Unrestricted	3,491	2,667	824	10,927	8,000	2,927	37%
Other Revenue	1,723	2,067	(343)	6,593	6,200	393	6%
Total Revenue	\$ 94,983	\$ 98,925	\$ (3,943)	\$ 285,242	\$ 296,776	\$ (11,533)	-4%
Administrative Salaries	5,455	6,180	(725)	17,761	18,539	(778)	-4%
Auditing Fees	-	1,849	(1,849)	-	5,548	(5,548)	-100%
Property Management Fee	5,384	5,776	(392)	16,353	17,327	(973)	-6%
Asset Management Fees	1,078	795	284	3,415	2,384	1,031	43%
Advertising and Marketing	-	4	(4)	-	13	(13)	-100%
Employee Benefit contributions - Administrative	1,957	1,765	192	6,319	5,296	1,023	19%
Office Expenses	1,100	1,933	(833)	5,122	5,798	(676)	-12%
Legal Expense	-	125	(125)	355	375	(20)	-5%
Training & Travel	-	158	(158)	-	473	(473)	-100%
Other	228	167	61	4,599	500	4,099	820%
Total Operating - Administrative	15,201	18,750	(3,549)	53,924	56,251	(2,327)	-4%
Total Tenant Services	6,163	6,538	(375)	18,311	19,613	(1,302)	-7%
Water	1,572	2,044	(472)	5,110	6,133	(1,023)	-17%
Electricity	7,573	8,878	(1,305)	27,267	26,634	633	2%
Gas	(32)	996	(1,028)	762	2,989	(2,227)	-75%
Sewer	965	1,232	(268)	3,029	3,697	(668)	-18%
Total Utilities	\$ 10,078	\$ 13,151	\$ (3,073)	\$ 36,168	\$ 39,453	\$ (3,284)	-8%

Oak Towers Housing Deelopment Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 8,414	\$ 9,270	\$ (856)	\$ 23,910	\$ 27,809	\$ (3,899)	-14%
Maintenance - Materials & Other	1,639	8,858	(7,220)	9,260	26,575	(17,315)	-65%
Maintenance and Operations Contracts	6,981	7,833	(852)	30,515	23,500	7,015	30%
Employee Benefit Contributions - Maintenance	1,900	2,671	(771)	5,695	8,012	(2,317)	-29%
Total Maintenance	18,934	28,632	(9,698)	69,380	85,896	(16,516)	-19%
Property Insurance	194	3,391	(3,197)	2,758	10,173	(7,415)	-73%
Workmen's Compensation	284	282	2	901	847	53	6%
All Other Insurance	584	214	370	3,689	643	3,046	474%
Total Insurance Premiums	1,062	3,888	(2,826)	7,347	11,663	(4,316)	-37%
Other General Expenses	42	-	42	461	-	461	
Taxes	2,446	2,446	0	7,337	7,337	0	0%
Bad debt - Tenant Rents	1,575	321	1,254	1,575	964	612	63%
Total Other General Expenses	5,257	2,767	2,490	16,930	8,301	8,629	104%
Interest of Mortgage (or Bonds) Payable	5,137	5,365	(228)	16,170	16,096	74	0%
Interest on Notes Payable (Seller Financing)	9,215	9,215	(0)	27,646	27,646	(0)	0%
Amortization of Loan Costs	1,568	1,568	(0)	4,704	4,704	(0)	0%
Total Interest Expense and Amortization Cost	15,921	16,149	(228)	48,520	48,446	74	
Total Operating Expenses	\$ 72,615	\$ 89,874	\$ (17,259)	\$ 250,580	\$ 269,622	\$ (19,042)	-7%
Excess of Operating Revenue over Operating Expenses	\$ 22,368	\$ 9,051	\$ 13,317	\$ 34,662	\$ 27,153	\$ 7,509	28%
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	31,139	40,528	(9,389)	93,417	121,584	(28,167)	-23%
Total Expenses	\$ 103,754	\$ 130,402	\$ (26,648)	\$ 343,997	\$ 391,206	\$ (47,209)	-12%
Net Gain (Loss)	\$ (8,771)	\$ (31,477)	\$ 22,706	\$ (58,755)	\$ (94,431)	\$ 35,676	-38%

Bryant Walkway Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 13,268	\$ 15,885	\$ (2,616)	\$ 44,043	\$ 47,654	\$ (3,611)	-8%
Rental Subsidies	19,391	16,828	2,562	53,934	50,485	3,449	7%
Vacancy Loss	(2,462)	(981)	(1,481)	(8,696)	(2,944)	(5,752)	195%
Net Rental Revenue	30,197	31,732	(1,535)	89,281	95,195	(5,914)	-6%
Tenant Revenue - Other	991	292	700	2,295	875	1,419	162%
Total Tenant Revenue	31,188	32,023	(835)	91,576	96,070	(4,494)	-5%
Investment Income - Unrestricted	548	542	6	1,748	1,625	123	8%
Other Revenue	240	75	165	825	225	600	267%
Total Revenue	\$ 31,976	\$ 32,640	\$ (664)	\$ 94,149	\$ 97,920	\$ (3,771)	-4%
Administrative Salaries	3,117	2,779	339	9,814	8,336	1,478	18%
Auditing Fees	-	679	(679)	-	2,038	(2,038)	-100%
Property Management Fee	1,880	2,672	(792)	5,557	5,778	(221)	-4%
Asset Management Fees	746	746	-	2,239	2,239	-	0%
Advertising and Marketing	-	4	(4)	-	13	(13)	-100%
Employee Benefit contributions - Administrative	528	236	292	1,736	708	1,027	145%
Office Expenses	417	552	(135)	1,318	1,655	(337)	-20%
Legal Expense	-	42	(42)	81	125	(45)	-36%
Training & Travel	-	58	(58)	-	174	(174)	-100%
Other	51	92	(40)	848	275	573	209%
Total Operating - Administrative	6,741	7,860	(1,119)	21,592	21,341	251	1%
Total Tenant Services	1,069	1,392	(323)	3,376	4,176	(800)	-19%
Water	48	1,135	(1,087)	2,627	3,405	(778)	-23%
Electricity	854	356	497	1,468	1,069	399	37%
Gas	421	203	218	992	608	384	63%
Sewer	-	1,015	(1,015)	2,183	3,044	(860)	-28%
Total Utilities	\$ 1,323	\$ 2,709	\$ (1,386)	\$ 7,271	\$ 8,126	\$ (855)	-11%

Bryant Walkway Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 2,557	\$ 3,184	\$ (627)	\$ 7,295	\$ 9,552	\$ (2,257)	-24%
Maintenance - Materials & Other	5,237	2,546	2,691	10,718	7,638	3,080	40%
Maintenance and Operations Contracts	3,997	2,304	1,693	14,796	6,913	7,884	114%
Employee Benefit Contributions - Maintenance	1,139	335	804	3,396	1,006	2,391	238%
Total Maintenance	12,931	8,369	4,562	36,206	25,108	11,098	44%
Total Insurance Premiums	1,050	3,960	(2,910)	4,591	11,880	(7,290)	-61%
Other General Expenses	243	-	243	561	-	561	
Property Taxes	1,632	1,632	0	4,897	4,897	0	0%
Bad debt - Tenant Rents	(150)	138	(288)	(450)	414	(864)	-209%
Total Other General Expenses	2,247	1,770	477	7,785	5,311	2,474	47%
Interest of Mortgage (or Bonds) Payable	624	617	7	1,868	1,851	17	1%
Interest on Notes Payable	1,268	1,268	-	3,804	3,804	-	0%
Amortization of Loan Costs	526	526	0	1,579	1,579	0	0%
Total Interest Expense and Amortization Cost	2,418	2,411	7	7,251	7,234	17	0%
Total Operating Expenses	\$ 27,780	\$ 28,471	\$ (692)	\$ 88,072	\$ 83,175	\$ 4,896	6%
Excess of Operating Revenue over Operating Expenses	\$ 4,196	\$ 4,169	\$ 27	\$ 6,077	\$ 14,745	\$ (8,668)	-59%
Extraordinary Maintenance	-	-	-	2,160	-	2,160	
Depreciation Expense	22,871	24,812	(1,941)	68,613	74,436	(5,823)	-8%
Total Expenses	\$ 50,651	\$ 53,283	\$ (2,633)	\$ 158,845	\$ 157,611	\$ 1,234	1%
Net Gain (Loss)	\$ (18,675)	\$ (20,643)	\$ 1,968	\$ (64,696)	\$ (59,691)	\$ (5,005)	8%

Bryant Walkway II Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 9,726	\$ 9,619	\$ 108	\$ 28,435	\$ 28,856	\$ (421)	-1%
Rental Subsidies	10,254	10,394	(141)	31,505	31,183	322	1%
Vacancy Loss	(1,318)	(600)	(718)	(3,434)	(1,801)	(1,632)	91%
Net Rental Revenue	18,662	19,413	(751)	56,506	58,238	(1,731)	-3%
Tenant Revenue - Other	-	100	(100)	558	300	258	
Total Tenant Revenue	18,662	19,513	(851)	57,065	58,538	(1,473)	-3%
Investment Income - Unrestricted	468	417	52	1,446	1,250	196	16%
Other Revenue	-	42	(42)	-	125	(125)	-100%
Total Revenue	\$ 19,130	\$ 19,971	\$ (841)	\$ 58,511	\$ 59,913	\$ (1,402)	-2%
Administrative Salaries	1,371	1,842	(471)	4,495	5,526	(1,031)	-19%
Auditing Fees	-	453	(453)	-	1,359	(1,359)	0%
Property Management Fee	1,054	1,173	(120)	3,358	3,520	(162)	-5%
Asset Management Fees	746	746	-	2,239	2,239	-	0%
Advertising and Marketing	-	4	(4)	-	13	(13)	-100%
Employee Benefit contributions - Administrative	292	300	(8)	1,013	900	113	13%
Office Expenses	197	306	(109)	658	917	(259)	-28%
Legal Expense	-	42	(42)	-	125	(125)	-100%
Training & Travel	-	39	(39)	-	116	(116)	-100%
Other	34	92	(57)	743	275	468	170%
Total Operating - Administrative	3,693	4,996	(1,303)	12,507	14,989	(2,483)	-17%
Total Tenant Services	646	843	(197)	1,750	2,530	(780)	-31%
Water	233	1,000	(767)	2,135	3,001	(865)	-29%
Electricity	539	189	350	681	566	115	20%
Gas	246	119	127	581	358	223	62%
Sewer	215	836	(622)	1,926	2,509	(584)	-23%
Total Utilities	\$ 1,233	\$ 2,145	\$ (911)	\$ 5,323	\$ 6,434	\$ (1,111)	-17%

Bryant Walkway II Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 866	\$ 1,061	\$ (195)	\$ 2,476	\$ 3,184	\$ (709)	-22%
Maintenance - Materials & Other	781	2,950	(2,169)	1,120	8,850	(7,730)	-87%
Maintenance and Operations Contracts	1,129	2,442	(1,313)	4,173	7,325	(3,152)	-43%
Employee Benefit Contributions - Maintenance	384	141	243	1,143	423	720	170%
Total Maintenance	3,160	6,594	(3,434)	8,911	19,782	(10,871)	-55%
Total Insurance Premiums	448	2,595	(2,147)	2,976	7,784	(4,808)	-62%
Other General Expenses	57	-	57	73	-	73	
Property Taxes	1,120	1,120	0	3,361	3,361	0	0%
Bad debt - Tenant Rents	1,102	78	1,023	1,102	235	867	369%
Total Other General Expenses	2,502	1,199	1,304	5,700	3,596	2,104	59%
Interest on Notes Payable	2,676	2,676	0	8,027	8,027	0	0%
Amortization of Loan Costs	271	271	0	812	812	0	0%
Total Interest Expense and Amortization Cost	2,946	2,946	0	8,839	8,839	0	0%
Total Operating Expenses	\$ 14,629	\$ 21,318	\$ (6,689)	\$ 46,006	\$ 63,954	\$ (17,948)	-28%
Excess of Operating Revenue over Operating Expenses	\$ 4,501	\$ (1,347)	\$ 5,848	\$ 12,505	\$ (4,041)	\$ 16,546	-409%
Extraordinary Maintenance	-	-	-	6,048	-	6,048	
Depreciation Expense	11,479	11,974	(495)	34,436	35,921	(1,485)	-4%
Total Expenses	\$ 26,108	\$ 33,292	\$ (7,184)	\$ 86,490	\$ 99,875	\$ (13,385)	-13%
Net Gain (Loss)	\$ (6,978)	\$ (13,321)	\$ 6,343	\$ (27,979)	\$ (39,962)	\$ 11,983	-30%

Columbia Housing Authority
Administration Revenue and Expense Summary

	Total Adminstration	Year to Date Budget	Budget Variance	
Management Fee	\$ 79,028	\$ 88,275	\$ (9,247)	-10%
Asset Management Fee	4,800	3,600	1,200	33%
Book Keeping Fee	39,720	43,215	(3,495)	-8%
Fee Revenue	123,548	135,090	\$ (11,542)	-9%
Interest Income	7,379	4,158	3,221	77%
Investment Income	201,554	143,175	58,379	41%
Other Revenue	93,885	102,406	(8,521)	-8%
Total Revenue	\$ 426,366	\$ 384,829	\$ 41,536	11%
Administrative Salaries	188,904	226,014	(37,109)	-16%
Auditing Fees	-	4,250	(4,250)	-100%
Advertising and Marketing	1,273	69	1,204	1751%
Employee Benefits - Admin.	43,726	62,731	(19,005)	-30%
Office Expenses	23,646	26,665	(3,019)	-11%
Legal Expense	4,035	875	3,160	361%
Training & Travel	2,778	9,125	(6,347)	-70%
Other	4,683	6,250	(1,567)	-25%
Total Operating - Administration	269,045	335,978	(66,933)	-20%
Water	301	313	(11)	-4%
Electricity	1,435	1,475	(40)	-3%
Gas	949	938	11	1%
Sewer	209	175	34	19%
Total Utilities	2,893	2,900	(7)	0%
Total Maintenance	2,592	8,250	(5,658)	-69%
Total Insurance Premiums	7,308	4,226	3,083	73%
Total Other Expenses	36,030	19,478	16,551	85%
Interest of Bonds Payable	77,097	72,356	4,741	7%
Interest on Notes Payable	5,610	5,625	(15)	0%
Total Interest/Amortization	82,707	77,981	4,726	6%
Total Operating Expenses	\$ 400,575	\$ 448,814	\$ (48,239)	-11%
Excess of Operating Revenue over Operating Expenses	\$ 25,791	\$ (63,984)	\$ 89,775	-140%
Depreciation Expense	9,231	6,812	2,419	36%
Total Expenses	\$ 409,806	\$ 455,625	\$ (45,819)	-10%
Net Gain (Loss)	\$ 16,560	\$ (70,796)	\$ 87,356	-123%



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax: 573.443.0051 ♦ www.ColumbiaHA.com

Department Source: Affordable Housing Operations

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Affordable Housing Report – CHA Public Housing, Project Based Vouchers and LIHTC

Executive Summary

This report provides a summary of statistics for CHA Public Housing, Project Based Vouchers and LIHTC units for the month of March 2024.

Discussion

In March, ten (10) families moved in or transferred units, and fifteen (15) families moved out or transferred units. Of the fifteen (15) families that moved out or transferred units, two (2) households transferred units, three (3) households were terminated, two (2) households moved to the private sector, two (2) tenants passed away, two (2) households abandoned their unit, one (1) household moved to a nursing home, one (1) household moved in with family, one (1) household ported with a voucher and one (1) family purchased a home. Out of 622 LIHTC/PBV units there were thirty-eight (38) vacant as of March 31, 2024, which is an overall occupancy rate of 93.90%. This is a decrease from 94.70% occupancy on February 29, 2024. Of the 38 vacant LIHTC/PBV units, fifteen (15) were vacant over 60 days. As of 3/31/2024 Amp. 1 had thirty-one (31) vacant units, which is an occupancy rate of 74.2%. Nine (9) intents to vacate were submitted by participants. Seven (7) terminations were issued for reasons other than non-payment.

Recommended Commission Action

Review and consider the report.

Property Management Report for March 2024

Property	Total units	Occupancy for March 31, 2023	Occupancy for March 31, 2024	YTD Occupancy as of 4/30/2024	#Vacant units under 60 days as of 3/31/2024	#Vacant units over 61 days as of 3/31/2024	Move-in March 2024	Move-outs March 2024	Rent unpaid for March 2024	Rents delinquent 31-60	Rents delinquent 61-90	Rents delinquent 90+
Amp 1 - PH	120	92.50%	74.20%	73.90%	2	29	1	1	\$1,222.06	\$0.00	\$965.00	\$6,097.90
Bear Creek	76	96.10%	86.80%	90.21%	6	4	0	4	\$4,672.44	\$1,663.28	\$755.60	\$2,531.11
Oak Tower	147	96.60%	98.00%	97.07%	1	2	3	1	\$1,882.02	\$263.39	\$471.00	\$3,552.33
Paquin Tower	200	97.50%	93.50%	95.71%	10	3	2	7	\$3,839.46	\$1,447.50	\$606.00	\$2,241.51
Stuart Parker	84	98.80%	94.00%	93.47%	2	3	1	1	\$5,514.87	\$2,033.91	\$745.39	\$7,056.35
BWW	54	98.10%	94.40%	93.18%	2	1	2	1	\$4,936.97	\$1,624.88	\$274.00	\$3,973.00
BWWII	36	94.40%	94.40%	95.00%	0	2	0	0	\$1,417.15	\$17.00	\$210.40	\$397.48
Patriot Place	25	100.00%	92.00%	93.52%	2	0	1	0	\$3,258.42	\$920.32	\$15.00	\$7.26



Housing Authority of the City of Columbia, Missouri

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Department Source: Modernization

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Modernization Monthly Report

Executive Summary

This report provides a summary of work orders and total labor hours for March 2024. CHA staff will continue to identify monthly reporting metrics.

Discussion

Property	Emergency W/O	NON Emergency W/O	Total W/O	Total Labor Hours
AMP 1	2	46	48	90.25
Bear Creek	10	29	39	121.30
Bryant WWII	0	13	13	43.65
Bryant WWI	2	17	19	86.25
Oak Towers	0	41	41	38.50
Paquin Tower	0	60	60	158
Patriot Place	5	27	32	15.75
Stuart Parker	0	19	19	54.05
Total all Properties	19	252	271	607.75

A summary of further Facilities and Modernization activities is as follows:

- Significant progress was completed on the rehab of unit 320 Pendelton Walkway, including removing sections of floor, leveling the floor, and installing new LVP floating floor.
- Installation of two main sump pumps at Paquin Tower.
- Development of work scope for the use of CDBG funds at Blind Boone.
- CHA is now designated as a training site through ESCO institute. The Director of Facilities and Maintenance can now proctor training and testing for HVAC courses and EPA 608 certifications for Maintenance Department staff.

Recommended Commission Action

Review and consider the report.



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Department Source: Resident Services

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8th, 2024

Re: Monthly Resident Services Report

Executive Summary

This report summarizes the Resident Services Department’s activities for March 2024.

Discussion

The CHA Resident Services Department continued to provide supportive services in each of the separate programs, corresponding properties, and populations served. Updated data on services provided and populations served is provided in the tables below:

ROSS Service Coordinator Program (ROSS) – Serving Active ROSS Participants in Public Housing

- The number of ROSS participants remains stable. This position was filled in April and ROSS program efforts are continuing.

Total Households that Qualify for ROSS	88
Total ROSS Participants	57

Family Self Sufficiency Program (FSS) – Serving Active FSS Participants from all CHA Housing Programs

In the month of March, four FSS participants were approved for interim escrow withdrawals to assist with goal completion, one of which was able to purchase a car. The total escrow withdrawal total was just over \$8,000. The FSS coordinators made many tax service referrals for participants needing assistance with filing income taxes. Coordinators hosted the first Program Coordinating Committee Meeting of 2024. Coordinators also participated in the Moving Ahead Job Fair where they were able to explain the FSS program to parents.

	Participants						
	Current Participants	Escrowing	Employed	New Enrolls	Trans	Exits	Grads
Housing Choice Vouchers	71	32	46	0	0	1	0
Public Housing / Project-Based Vouchers	57	14	20	0	0	2	0



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Healthy Home Connections Program (HHC) - Serving Families with Children 19 and Under, PBV & HCV

In the month of March, Family Support Specialists worked with tenants to help encourage financial goals and budgeting. Specialists assisted tenants with finding employment and applying for jobs. Staff were able to make a connection with a new resource, Sleep in Heavenly Peace, which led to families being provided with multiple bed frames, mattresses, and bedding sets for children in the homes. Preparation for the For Columbia event at the end of April was also done by Specialists, including outreach to tenants, coordination of assistance needed, and projects for each property. Family Support Specialists were able to assist tenants with food insecurity issues by providing resources to the pantry and providing food from the share shelf. Specialists partnered with families facing utility disconnect notices to find resources or make plans to pay the balance due.

March HHC Breakdown by Description -	Units			Totals
	Tennille Chiles	Hattie Haerr	Hannah Elliott	
CM Address Food Barrier	20	9	11	40
CM Address Personal/Household Supply Needs	184	154	191	529
CM Assist with Financial Concerns/Budgeting/Employment	31	54	88	173
CM Develop/Follow Up Family Service Pledge-Needs Assessm	112	13	16	141
CM Assist with Obtaining Documentation	23	22	5	50
CM Assist with Housing Sanitary Conditions	10	54	11	75
CM Follow Up/Prep Checking in on Clients	40	36	101	177
CM Program Coordination/Preparation	8	116	83	207
CM Flyer Distribution	12	6	12	30

Independent Living Program (ILP) – Serving 55 & Over and Persons with Disabilities, All sites

In the month of March, ILP coordinators hosted various group resident events including bingo and craft workshops. They also hosted various resident engagement events including pancake breakfasts, walking taco lunches, nailcare clinics, and cooking courses. Coordinators continued to assist residents with Medicaid/SNAP applications, senior/vet box deliveries, and rent rebate transportation assistance.

Date	People		# of Individuals Receiving Each Service			
	Units of Service	Total # of Contacts	Basic Needs	Removing Barriers	Health & Wellness	Household Development
03/2024						
Paquin Tower	1,076	879	260	254	55	118
Oak Tower	788	642	261	323	22	182



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Food Distribution

CHA continues to help address food insecurities through the Annie Fisher food pantry, senior boxes, veteran boxes, and monthly food trucks at the towers. The Moving Ahead Program also picks up food weekly from the food bank to assist with meals during programming.

Location	Individuals Served	Households Served	Pounds of Food
Annie Fisher	240	107	2,859
Paquin Tower	82	81	2,374
Oak Towers	45	42	2,285

Moving Ahead Program (MAP) - Afterschool and Summer Program for Students and their Parents

In March, the Moving Ahead Program continued to provide families and students with resources to help increase self-sufficing, academic retention, and social-emotional learning. Moving Ahead hosted a Job and Career Advancement resource fair with local organizations such as Job Point, Central Missouri Community Action, the Job Center, and CHA's own FSS program. The Moving Ahead Program staff also received intensive training in Trauma-Informed Expressive Arts with Dr. Susan Beasley and were able to incorporate the Expressive Therapies Continuum into MAP programming. Another fun experience was when Kindergarten students started their annual Kinder-Garden and planted strawberries and tomatoes that are now fully sprouted. Also, The Teen Center students begin their filming projects in partnership with the University of Missouri and Vidwest Studios. Overall, March was a very enriching month for professional, community, and social development. Total units were down this month due to closing the center for spring break.

Total Units of Service	Total Attendance	Family Development	Family Education
9,179	99 unduplicated students	78	12



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Recommended Commission Action

Review and consider the report.



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Department Source: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Housing Choice Vouchers & Special Programs

Executive Summary

This memo provides a monthly report of Housing Choice Voucher (HCV) and Special Program activities.

Discussion

Housing Choice Voucher (HCV) Program

This memo provides a report of the Housing Choice Voucher (HCV) and Special Program activities. The attached HCV Program Report is contingent on the number of vouchers leased, which is the primary measurement of this program's success. According to the HUD field office, the CHA intake coordinator has decreased to 15 voucher issuances per month. This reflects the HCV team's hard work with increasing lease ups over the last year. CHA added new 8 HCV lease ups for the month. There were 10 attritions for a gain of 0 new participants for the month of March. As of March 31, 2024, CHA had 130 voucher holders searching for homes.

HCV EOP Reasons:

Port Absorbed – 3

Took Self Off Program – 3

Terminated/HQS – 1

Terminated/ Non-Compliance – 2

Terminated/Failure to report income - 1

Veteran Affairs Supportive Housing (VASH) Program

The VA has shown an increase in providing chronically homeless Veterans within our community the opportunity to receive program subsidy. The VA continues to work towards utilizing the remaining VASH vouchers in providing housing for the community's homeless veterans. As of March 31, 2024, there are 125 households receiving VASH program assistance - 102 HCV + 23 PBV (Patriot Place). CHA currently has 19 HCV VASH voucher holders searching for homes.

HUD VASH EOP Reasons:

Termination/Eviction – 1

0 HAP - 2

Mainstream Vouchers

Mainstream Vouchers are reserved for non-elderly disabled individuals. CHA has been awarded 49 Mainstream Vouchers. As of March 31, 2024, CHA has 36 vouchers leased with 6 voucher holders searching for a home.



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Mainstream EOP Reasons:

N/A

Continuum of Care (CoC) Program

CHA continues to provide Continuum of Care Program vouchers to the most vulnerable chronically homeless individuals within our community. Each year CHA experiences an increase in homeless individuals and families needing safe, decent, and sanitary housing. As of March 31, 2024, CHA had 61 households receiving COC program assistance. As with all CHA voucher programs, a lack of affordable housing remains the most significant barrier.

The applicants must be added to the waitlist through the BCCEH via a “coordinated entry” system as prescribed by the MO Balance of State, Continuum of Care. As the applicants are homeless, there are often additional barriers such as locating individuals for processing. There are currently 32 voucher holders searching for homes. CHA has not requested additional referrals due to funding and the current number of leased families.

Continuum of Care (CoC) EOP Reasons:

N/A

Emergency Housing Vouchers (EHV) Program

CHA currently has 51 Emergency Housing Vouchers with 53 leased and 1 other with vouchers looking for housing. Just as required with the CoC program, the applicants must be added to the waitlist through the Boone County Coalition to End Homelessness (BCCEH) via a “coordinated entry” system as prescribed by the MO Balance of State, Continuum of Care. CHA is no longer accepting referrals for Emergency Housing Vouchers.

Emergency Housing Vouchers (EHV) Program EOP Reasons:

N/A

Tenant-Based Rental Assistance (TBRA) Program

CHA currently has 10 participants leased on this program. The “Target Number of Vouchers” can be misleading due to the factors in the “target” calculation: (1) remaining funding available (2) remaining number of months, and (3) the current month’s HAP payment.

CHA has requested and was approved for an extension for its current TBRA funding through June 2024 from the City of Columbia. Much like CoC and EHV, TBRA applicants must be referred to CHA from local agencies and receive supportive services to be eligible for assistance.

Move Out Reasons:

8 families transitioned to HCV

Recommended Commission Action

Review and consider the report

March 31, 2024

RAD PROJECT BASED VOUCHER (RAD-PBV)																	ATTRITION RATE						
Month	Funds Available Through the End of the Calendar Year	Project Monthly Funds Available	Average Tenant Payment	Average HAP Payment	Total HAP Payment (Includes Actual & Anticipated)	HAP Over/(Under) Authorized	Current Vouchers in Lease	Total Vouchers Available per Month	YTD Vouchers Leased	Target Number of Vouchers	Number of Vouchers Over/(Under) Authorized	YTD Number of Vouchers Over/(Under) Authorized	Newly Leased this Month	Current Vouchers (Looking)	Vouchers	Funding	Vouchers	Funding	Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Percent of Total Vouchers Leased	
															Utilization		YTD Utilization						
Jan-24	\$ 2,300,000	\$ 191,667	\$ 237.01	\$ 324	\$ 193,579	\$ 1,912	564	597	564	597	(33)	(33)	9	-	94.5%	101.0%	94.5%	101.0%	2	0.4%	2	0.4%	
Feb-24	\$ 2,106,421	\$ 191,493	\$ 231.30	\$ 325	\$ 193,771	\$ 2,279	565	597	1,129	597	(32)	(65)	7	-	94.6%	101.2%	94.6%	101.1%	6	1.1%	4	0.7%	
Mar-24	\$ 1,912,650	\$ 191,265	\$ 229.03	\$ 330	\$ 196,871	\$ 5,606	567	597	1,696	597	(30)	(95)	8	-	95.0%	102.9%	94.7%	101.7%	12	2.1%	7	1.2%	

The purpose of this Management Report is to provide an overview of the Section 8 Housing Choice Voucher program. The report provides information on budget and voucher utilization as well as program trends and statistics.

Funds Available Through The End of the Year: The funds available through the end of the year is the projected amount of funding remaining for the Section 8 program. This is a projected number because the actual number is subject to change depending upon what HUD actually authorizes on a monthly basis.

Projected monthly funds available: This is the projected amount of funding the program will have available for that month.

Average Tenant Payment: Based upon our total tenant payments and our total number of vouchers, this is the average amount each tenant will pay out of pocket for rent.

Average Housing Assistance Payment (HAP) Per Voucher: This is the average HAP per voucher under lease for the current month based upon the total HAP for the current month divided by the number of vouchers under lease.

Total Housing Assistance Payment (HAP): This is the actual and anticipated amount of HAP paid out for that month.

Housing Assistance Payment (HAP) Over/Under Authorized: This amount HAP that is over or under authorized based on the current monthly budget and average HAP payment per voucher.

Current Vouchers in Lease: This is the number of current vouchers in lease for the Section 8 program on the last day of the month.

Total vouchers available = 1132

Target Number of Vouchers: target number of vouchers the program should have in lease for that particular month based upon the current monthly budget and average HAP payment per voucher.

Number Vouchers Over/Under Authorized: This is the number of vouchers the program has over authorized or under authorized for that particular month based upon the target number of vouchers.

Newly Leased This Month: This is the number of new vouchers that have been utilized to lease up within this month.

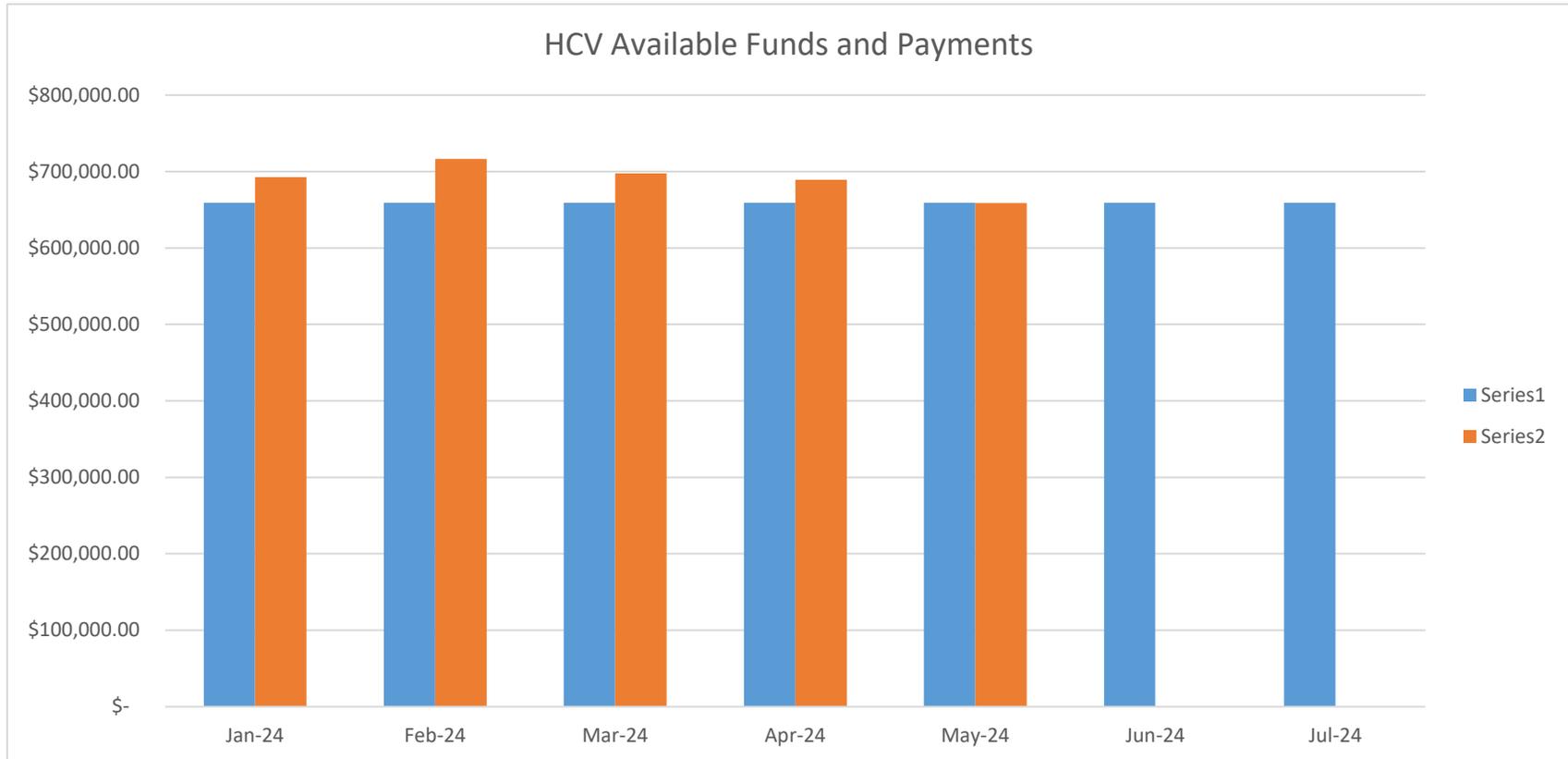
Current Vouchers Looking: This is the current numbers of vouchers that have been issued and the voucher holder is searching for a unit.

Homeownership: Current number of homeownership vouchers

Family Self Sufficiency Participants (FSS): Current number of participants involved in the Section 8 Family Self Sufficiency Program.

Section 8 - Housing Choice Voucher (HCV) Program - Monthly Management Report

March 2024





Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax: 573.443.0051 ♦ www.ColumbiaHA.com

Department Source: Safety

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Safety Report

Executive Summary

This report provides a summary of March 2024 Safety Department reports and calls.

Discussion

Yearly Totals for CHA Safety Reports:

	January	February	March	April	May	June	July	August	September	October	November	December
	2024	2024	2024	2023	2023	2023	2023	2023	2023	2023	2023	2023
Bear Creek	4	8	3	6	6	4	2	4	7	3	1	7
Bryant Walk	3	4	5	3	6	5	4	1	3	3	0	0
Downtown	13	6	5	5	5	8	6	3	10	10	9	9
Oak Towers	10	8	6	14	9	7	6	4	10	3	5	6
Patriot Place	1	4	0	2	8	9	1	2	1	5	5	2
Paquin Towers	21	18	24	15	19	14	9	17	17	19	24	24
Stuart Parker	1	2	1	1	7	5	2	6	3	0	1	1
misc									0	0		
Total	53	50	44	46	60	52	30	33	51	43	45	49

CHA Safety Notable reports:

- 9 Lease Violations
- 12 Trespass person reports
- 2 Arrest of residents on CHA property
 - 1 sexual assault 1201 Paquin
 - 1 3rd degree assault 700 N Garth
- 6 Check Welfare

Joint Communications log:

	January	February	March	April	May	June	July	August	September	October	November	December
	2024	2024	2024	2023	2023	2023	2023	2023	2022	2023	2023	2023
Columbia Police Response	106	133	110	129	121	122	129	122	134	122	111	118
Columbia Police Reports	12	13	8	16	16	12	12	16	19	14	5	17
Fire/Ems	85	96	130	67	97	115	100	103	87	98	86	92
Total	203	242	248	212	234	249	241	241	240	234	202	227

Safety Department New Resident Move

4 New residents move in meetings by S.O. Forck

Safety Department other activities:

New cameras at 301 N Providence assisted CPD with serious injury accident that occurred on Providence and Park Ave.

Recommended Commission Action

Review and consider the report.



Housing Authority of the City of Columbia, Missouri

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Department Source: Affordable Housing Development and Compliance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Affordable Housing Development and Compliance Report

Executive Summary

This report provides an update of CHA’s Affordable Housing Development activities and on-going compliance activities.

Discussion

Affordable Housing Development

Kinney Point:

- On April 5th HUD issued the Subsidy Layering Review Approval.
- MHDC Firm Submission is still under review with MHDC underwriting. All requests for more information or clarifications have been submitted. On May 1st, MHDC staff indicated completion of review and a forthcoming Firm Commitment to be issued within days.

Park Avenue:

- HCDC recommended \$842,000 in additional CDBG funds for Park Avenue.
- On April 12th HUD issued the Subsidy Layering Review Approval.
- CHA staff and Fulson Housing Group are working towards a Firm Submission of May 31.

Providence Walkway:

- The City of Columbia awarded \$3,000,000 towards Providence Walkway on April 1, 2024.
- CHA Staff and Fulson Housing Group will be meeting on May 8th to discuss options for the PWW application.

Bear Creek

- April 29th, Boone County was awarded \$835,000 ARPA funds for Bear Creek renovations.
 - Community facility renovations.
 - 4 housing unit expansion.
 - Security cameras.
 - 15 building foundation repairs.

On-going Compliance

Year to date monthly compliance reporting is as follows:

Month	Compliance Reports Due Year-to Date	Status
January	1/10 MHDC Vacancy Report all LIHTC properties 1/10 MHDC VAWA report all LIHTC properties	Complete Complete



Housing Authority of the City of Columbia, Missouri

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	<p>1/15 Dec. Redstone occupancy report</p> <p>1/15 Sugar Creek/Gard. 4th quarter occupancy report</p> <p>1/20 Bond projects 4th quarter reports</p> <p>Insurance certificates out to investors</p> <p>1/31 MHDC Bear Creek-Stuart Parker/Paquin COL/AOC</p> <p>1/31 DED ARPA Federal Expenditures Reporting</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
February	<p>MMVH – FHLB annual certification</p> <p>2/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>2/10 MHDC VAWA Report all LIHTC Prop.</p> <p>2/15 Red Stone Jan Occup. Rep.</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
March	<p>3/1 DED Quarterly Report</p> <p>3/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>3/10 MHDC VAWA Report to all LIHTC Prop.</p> <p>3/15 Red Stone Feb Occup. Rep.</p> <p>3/31 IRS 8703 Certification for bond projects.</p> <p>3/31 MHDC Quarterly Utility Allowance Rep.</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
April	<p>4/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>4/10 MHDC VAWA Report all LIHTC Prop.</p> <p>4/15 Red Stone March Occupancy Rep.</p> <p>4/15 Sugar Creek/Gard 1st Quarter Occupancy Rep.</p> <p>4/20 Bond projects 1st Qtr Rep.</p> <p>4/30 BWW II and Oak COL/AOC due</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
May	<p>5/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>5/10 MHDC VAWA Report all LIHTC Properties</p> <p>5/15 Red Stone April Occupancy Report</p> <p>Cap. Fund Action Plan with ACC Amendment</p>	
June	<p>Oak Tower – FHLB annual certification</p> <p>6/1 DED Quarterly Report</p> <p>6/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>6/10 MHDC VAWA Report all LIHTC Prop.</p> <p>6/15 Red Stone May Occupancy Report</p>	
July	<p>7/10 MHDC Vacancy Rep all LIHTC Prop.</p> <p>7/10 MHDC VAWA Report all LIHTC Prop.</p> <p>7/15 Red Stone June Occupancy Report</p> <p>7/15 Sugar Creek/Gard. 2nd Quarter Occupancy Report</p> <p>1/20 Bond projects 2nd Qtr Rep.</p> <p>7/5-8/25 PIC Cert of Units</p> <p>7/31 BWW COL/AOC</p>	
August	<p>SPPT – FHLB annual certification</p> <p>8/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>8/10 MHDC VAWA Report all LIHTC Prop.</p> <p>8/15 Red Stone July Occupancy Report</p>	
September	<p>BC – FHLB annual certification</p> <p>9/1 DED Quarterly Report</p> <p>9/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>9/10 MHDC VAWA Report all LIHTC Prop.</p> <p>9/15 Red Stone August Occupancy Report</p> <p>9/30 MHDC Quarterly Utility Allowance Rep.</p>	
October	<p>10/10 MHDC Vacancy Report all LIHTC Prop.</p> <p>10/10 MHDC VAWA Report all LIHTC Prop.</p> <p>10/15 Red Stone Sept. Occupancy Report</p>	



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	10/15 Sugar Creek/Gard 3rd Qtr. Occup. 10/20 Bond projects 3rd Qtr. Report 10/31 Patriot COL/AOC	
November	11/10 MHDC VAWA Report all LIHTC Prop. 11/15 Red Stone Oct. Occupancy Report	
December	12/1 DED Quarterly Report 12/10 MHDC Vacancy Report all LIHTC Prop. 12/10 MHDC VAWA Report all LIHTC Prop. 12/15 Red Stone Nov. Occupancy Report 12/31 MHDC Quarterly Utility Allow. Report 12/31 MHDC Prop. Mgt. Certification	

Recommended Commission Action

Review and consider the report.



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Department Source: Human Resources

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Human Resources Monthly Report

Executive Summary

This report provides a monthly account of Human Resources and I.T. functions.

Discussion

HR Activities:

Current Openings:

- Chief Financial Officer

Trainings:

- May 2024 – MO Employment Conference
- May 2024 – HUD Regional Training in St. Louis

May Staff Anniversary's:

- 5/3 Randy Cole – 3 yrs
- 5/16 Allen German – 2 yrs
- 5/23 Paula Herrera – 2 yrs
- 5/24 Moe Jordan – 3 yrs
- 5/29 Charline Johns – 6 yrs

HR Activities:

- Updating Performance Evaluations, changing to a fillable PDF version
- First draft of Personnel Policy updates to be reviewed

I.T. Activities:

- Continued work of replacing outdated computers each month.
- Completed work scope and service agreement with Socket and 43TC to install back-up internet redundancy at the CHA Administration Building.
- Ordered new copier for CHA Administration Building.

Recommended Commission Action

Review and consider the report.



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: May 8, 2024

Re: Current Events

Executive Summary

This memo provides a summary of both recent and future current events.

Discussion

The following is a list of recent and future current events and activities associated with the Columbia Housing Authority:

4/24: Commerce Bank Economic Outlook Luncheon. Randy

4/25: Fred Perry, CEO Roundtable Radio Interview. Randy

4/25: Resident Advisory Board (RAB) Meeting

4/27: For Columbia Event. Caitlin, Justin, additional Resident Services staff

5/1: Columbia Public Schools Partners Meeting. Caitlin and Randy

5/8: CDBG and HOME Proposals Due

5/8: City Manager and Columbia NAACP Meeting. CHA Voucher Programs. Randy and Tawanda

5/11: Park Avenue Event: Bike, Walk and Wheel Week, Historic Walking Tour, Barbara Horrell

5/15: Housing and Community Development Commission, City CDBG and HOME Proposals

5/21-5/23: HUD training in St Louis, 30 CHA staff identified

5/22: Housing and Community Development Commission meeting, CDBG and HOME Proposal Presentations

5/29-5/31: Missouri Workforce Housing Association (MOWA) Conference: Tammy, Darcie

6/13: Chamber Annual Banquet

6/21: Check-in with 43TC IT Provider

Recommended Commission Action

Review and consider the report.