



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, September 4, 2024

Time: 4:30 p.m. – Columbia Housing Authority Regular Meeting & Planning Retreat (Open Session)

Place: Riechmann Pavilian-2300 E. Walnut

- I. Call to Order/Introductions
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of August 7, 2024, Open and Closed Meeting Minutes
- V. Public Comment (Limited to 5 minutes per speaker)

RESOLUTIONS

- VI. **R-2960:** Authorizing the Housing Authority of the City of Columbia, Missouri to Submit an Application for Funding for the Blind Boone Apartments Affordable Housing Development to the Missouri Housing Development Commission.
- VII. **R-2961:** Authorizing the Housing Authority of the City of Columbia, Missouri to Submit an Application to the U.S. Department of Housing and Urban Development (HUD) for the ROSS Services Grant.
- VIII. **R-2962:** Approve a Job Description for the Housing Development Coordinator to Assist with Relocation and Related Redevelopment Activities.

REPORTS

- IX. Director Reports: July Financial Report, Affordable Housing Programs, Affordable Housing Operations, Resident Services, Safety, Facilities and Modernization, 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. Commissioner Comment
- XIII. Adjournment

CHA Board of Commissioners Planning Retreat-Immediately Following the Regular Meeting and CHA Low-Income Services (CHALIS) Meeting

- **FY 2025 Operational Plan and 5-Year Strategic Plan Updates: 20 min**
- **CHA Marketing and Brand Analysis: 15 min**
- **National Associations Overview: 5 min**
- **CHA Financial Operations Overview: 20 min**
- **Housing Ambassador Overview: 10 min**
- **Moving Ahead Program Video: 10 min**

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. Darcie Hamilton, Housing Development Coordinator at (573) 443-2556, extension 7035 or TTY Relay 800.735.2966, at least one working day prior to the meeting. You can contact Ms. Hamilton by email at the following address: dhamilton@columbiaha.com

Media Contact: Randy Cole, CEO
Phone: (573) 443-2556
E-mail: dhamilton@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 August 7, 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 August 7, 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 5:30 p.m.

II. Roll Call:

Present: Bob Hutton, Chair
Rigel Oliveri, Commissioner
Steve Calloway, Commissioner
Olivia Sinclair, Commissioner

Excused: Robin Wenneker, Vice Chair

CHA Staff: Randy Cole, CEO
Jeff Fork, Director of Safety
Christina Heilman, Director of Finance
Laura Lewis, Director of Affordable Housing Operations
Justin Anthony, Director of Facilities and Modernization
Caitlin Hammons, Director of Resident Services
Tawanda Edwards, Director of Housing Programs
Darcie Hamilton, Housing Development Coordinator

III. Adoption of Agenda:

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

IV. Approval of the Minutes

Approval of July 3, 2024 Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting that occurred on July 3, 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. Commissioner Comment

Mr. Hutton discusses seeing that the Missouri Housing Development (MHDC) has had a lawsuit filed against them and a request of the lawsuit was that funding requests be put on hold. Ms. Oliveri recommends watching the reports closely as CHA has several funding requests in process and pending.

Ms. Oliveri shares that a coauthor of her book recommended reaching out to a journalist with the New York Times regarding the Kinney Point project and the Kinney family. Ms. Oliveri confirms that the board is comfortable with her reaching out to the journalist on their behalf.

Mr. Calloway shares that he was impressed with Mr. Cole's contact with the Kinney family prior the Kinney Point Apartments Groundbreaking. Mr. Cole shares how the Kinney family was contacted, and how he was able to give a tour of CHA properties and involve them in the Groundbreaking ceremony for the Kinney Point project. Mr. Cole shared that the family expressed a lot of excitement around the project in honor of their father and grandfather.

VI. Public Comment

There were no comments from the public.

RESOLUTIONS

VII. Resolution 2959: A Resolution to Authorize the Chief Executive Officer to Execute the Appropriate Documents and Agreements with Professional Contractors & Engineers (PCE) for Renovations to the Columbia Housing Authority's Blind Boone Community Facility.

Mr. Anthony reviews the resolution and explains that it is for renovations to the Blind Boone Community Center with \$50,000 in Community Development Block Grant (CDBG) funding. He explains that one bid was received from Professional Contractors & Engineers (PCE). Mr. Anthony shares that he met with the staff at the Moving Ahead Program (MAP) that utilizes the community building about the bid and proposal, and work is expected to start prior to school starting to limit interruptions. Mr. Anthony shares that additional work is expected to take place next year with \$60,000 in CDBG funding.

Mr. Hutton called for a motion to approve Resolution 2959. A motion was made by Mr. Calloway. A second motion was made by Ms. Oliveri. Upon roll call vote of the motion, the following vote was recorded:

Yes: Sinclair, Oliveri, Hutton, Calloway

No: None.

VIII. September CHA Board Retreat Planning Discussion

Mr. Cole shares that he would like a Board Strategic Planning Retreat to occur on September 4th in conjunction with their regular board meeting. Time was suggested to be from 4:30-8:00pm and locations are discussed including the Reichmann Pavilion as an option. The board confirms their availability on that date. Mr. Cole reviews potential topics of discussion including finances marketing, affordable housing development, housing ambassador updates, and MAP updates. Mr. Calloway asks about the staff's connection or membership with other organizations or Public

Housing Authorities nationally. Mr. Cole discusses the organizations and memberships that CHA participates in. Discussion is had about who may be beneficial to invite to the event.

Finance Report

Ms. Heilman reviews the finance report and explains that vacancy rates are the way they are because there are not units being filled at Amp 1. She also shares that the reports have been updated with current funding showing the closing on the Kinney Point development. Ms. Heilman then discusses that finance staff are reviewing agreements associated with the Low-Income Housing Tax Credit Developments (LIHTC) to potentially access special needs funding outlined in the agreement. Ms. Heilman shares that there are plans to present the finances in a form that better shows projections throughout the year to more accurately show the board where CHA is at as it relates to the budget.

IX. CHA Marketing, Outreach and Education Draft Request for Proposal

Mr. Cole briefly discusses the draft RFP. The board has some discussion about the timing of the RFP and other details noting that CHA had a new logo in recent years, as well as costs associated with marketing efforts. Mr. Cole shares that costs associated would come from the administrative budget and would be included in the annual budget if the board would like to move forward. Mr. Cole also shares that the dates are flexible, as well as whether a marketing firm is procured as well. The board decides to further discuss the RFP and the topic in general at the upcoming board retreat or another meeting.

REPORTS

X. Department Reports: Finance Report, Housing Voucher Programs, Affordable Housing Operations, Facilities and Modernization, Safety, Affordable Housing Development and Compliance, Human Resources and Resident Services

Finance

Discussed prior to CHA Marketing, Outreach and Education Draft Request for Proposal.

Housing Voucher Programs

Ms. Edwards reviews the Housing Choice Voucher report and shares that the voucher programs are no longer issuing vouchers and are only underutilized due to a delay in referrals. Ms. Edwards shares that the vouchers programs are in good shape. Discussion is had about the potential to add additional VASH vouchers.

Affordable Housing Operations

Ms. Lewis shares that the properties are performing well, and it is noted that the properties are at or above 98% occupancy and only one unit is over 60 days vacant.

Facilities and Modernization

Mr. Anthony reviews the work order numbers and shares that work orders were steady with the heat wave that occurred. Mr. Anthony discusses needed repairs on stairs at Patriot Place and explains how the damage occurred, what could be done to prevent it in the future, and what will be done to repair the stairs with the tenants in mind. Mr. Anthony goes on to review the ongoing

repairs at Paquin Towers and the future work to be completed at Bear Creek with County ARPA funding.

Safety

Mr. Fork reviews the report and shares that there has not been anything out of the ordinary. Mr. Fork also shares the work that safety staff are doing to engage the residents including working at the CHA food pantry and engage with the resident children by playing basketball or other summertime activities.

Affordable Housing Development and Compliance

Mr. Cole reviews the report and highlights the closing of the Kinney Point Development. Mr. Cole explains that EM Harris Construction will begin work soon and are renting space in the Community Center from CHA for the duration of the project. Mr. Cole goes on to share that Firm Submission occurred for the Park Avenue project in May and there have been some follow-up questions from MHDC answered. Staff have also been working with FHEO to answer questions and progress through the RAD Resource process of RAD conversion for the project. Mr. Cole goes on to share that the application for Providence Walkway was submitted in July and staff hopes to hear prior to the fall applications in September whether the award was received. Finally, Mr. Cole reviews the future project Blind Boone Apartments that CHA will submit for 9% LIHTC funding on September 18th.

Human Resources

Mr. Cole reviews the report and shares that there are two position openings and staff is working on updating the personnel policy and salaries and will bring those items to the board in a future meeting.

Resident Services

Ms. Hammons reviews the Resident Services report and shares that one Family Self Sufficiency Program graduation occurred in the month of June. Ms. Hammons also shares that Healthy Homes Connection Staff hosted a “Beat the Heat” Event providing families with summer safety resources and the Moving Ahead Program staff was able to take the students to the Kansas City Science Center and the Kansas City Zoo. It was also noted that the Moving Ahead Program had maximum enrollment up 28% from 2023.

XI. Paquin and Oak Towers Food Resource Update

Mr. Cole shares that the Food Bank had a change in their operations that impacted access to food for CHA residents. CHA staff received a formal letter from the Paquin Towers residents expressing their concerns with the changes. Mr. Cole shares that CHA staff met with Food Bank staff on July 23rd to discuss resident concerns and possible solutions. Staff are still working to find solutions.

XII. Current Events

Mr. Cole reviews the current events and shares that he and Michaela Flores will be on the Simon Rose radio show. The board also discusses Steve Hollis the Human Services Manager with the City of Columbia will be retiring and Kari Utterback will be taking the position.

XIII. Public Comment

None.

XIV. Adjournment

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Oliveri. Seconded by Mr. Calloway. Mr. Hutton called the meeting adjourned at 7:23 pm.

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 July 31, 2024, I posted public notice of the August 7, 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 August 7, 2024, CLOSED MEETING MINUTES

I. Call to Order:

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in closed session on August 7, 2024, at the CHA Administration Building. Mr. Hutton, Chair, called the meeting to order at 7:29 p.m.

The following Commissioners and Staff were present for the closed session:

Present: Bob Hutton, Chair Commissioner
 Steve Calloway, Commissioner
 Rigel Oliveri, Commissioner
 Olivia Sinclair, Commissioner

Excused: Robin Wenneker, Vice Chair Commissioner

CHA Staff: Randy Cole, CEO

II. Roll Call:

Mr. Hutton asked for a motion and a roll call to go into CLOSED SESSION PURSUANT TO SECTION 610.021(2) RSMo. – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration, therefore and

CLOSED SESSION PURSUANT TO SECTION 610.021(1) – Pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives or attorneys.

The board entered closed session at 7:29 p.m.

Yes: Sinclair, Oliveri, Hutton, Calloway

No: None

Discussion:

The CHA Board of Commissioners and the CEO discussed leasing, purchase or sale of real estate. The CHA Board of Commissioners and the CEO also discussed legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives or attorneys.

Mr. Hutton called for a motion to go out of closed meeting. Mr. Calloway made a motion to go out of closed session. A second was made by Ms. Oliveri. Upon a roll call vote, the motion was passed by unanimous vote. The board left closed session at 7:55 p.m. The vote was as follows:

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

III. Adjournment

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Oliveri. Second by Ms. Sinclair. Mr. Hutton called the meeting adjourned at 7:56 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 July 31, 2024, I posted public notice of the August 7, 2024, Closed 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: September 4, 2024

Re: **Resolution 2960**: Authorizing the Submission of an Application for LIHTC Funding for the Blind Boone Apartments

Executive Summary

Approval of Resolution 2960 authorizes the CEO of the Columbia Housing Authority to submit an application for low-income housing tax credit (LIHTC) funding to the Missouri Housing Development Commission (MHDC). Approval of the attached resolution would authorize the CHA CEO to submit the application and execute any applicable contract award agreements to implement the project.

Discussion

The Columbia Housing Authority has 27 remaining legacy public housing units in need of renovation. These units are located within the Providence Walkway development and were formerly known as the Blind Boone Apartments. CHA's original ARPA application to the City of Columbia and Boone County included the 52 units currently within Providence Walkway Apartments. CHA submitted a 4% LIHTC application in July of 2024 to fund 25 of the units located with Providence Walkway, and intends to submit an application on September 18, 2024, to the Missouri Housing Development Commission for the remaining 27 units, which will be named the Blind Boone Apartments. Approval of the attached resolution authorizes the CHA CEO to submit the application and execute any applicable contract award agreements to implement the project.

Recommended Commission Action

Approve the attached resolution authorizing the CEO to submit the Blind Boone Apartments application to the Missouri Housing Development Commission.



Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 2960

A Resolution Authorizing the Housing Authority of the City of Columbia, Missouri to Submit an Application for Funding for the Blind Boone Apartments Affordable Housing Development to the Missouri Housing Development Commission and Certifying that the Information Being Provided is Correct, Complete and Accurate and in Compliance with all Applicable Regulations

WHEREAS, The Housing Authority of the City of Columbia, Missouri (Columbia Housing Authority or CHA) FY 2024-2028 Strategic Plan includes expanding CHA's affordable housing portfolio in the City of Columbia, Missouri; and

WHEREAS, The CHA owns land with public housing in need of renovation bounded by Providence Road, Switzler, Trinity, and Park Avenue in the City of Columbia for the redevelopment of affordable housing at the Blind Boone Apartments; and

WEREAS, The CHA is preparing an application for funding to the Missouri Housing Development Commission (MHDC) to provide financial support for the preservation and redevelopment of 27 affordable housing units at the Blind Boone Apartments; and

WHEREAS, The CHA certifies that, to the best of our knowledge, all of the information in this application and all supporting documentation is correct, complete and accurate; and

WHEREAS, The CHA also certifies that the figures and the statements contained in the funding application being submitted to the MHDC to obtain a capital advance or mortgage loan under the State Housing Act of Missouri, Chapter 215 R.S.Mo. 1994, is true and correct to the best of our knowledge; and

WHEREAS, The CHA certifies that the information being submitted in the application for a mortgage loan and/or tax credits is true, and that the MHDC is fully authorized to verify said information through credit reports, deposit verifications, reference checks and through any other means they determine necessary; and

WHEREAS, The CHA also certifies that should it receive HOME funds as any part of our funding award, it agrees to comply with 24 CFR 135 ("Section 3"), and agree to give, to the greatest extent feasible and consistent with existing Federal, State and local laws and regulations, job training, employment, contracting and other economic opportunities to Section 3 residents and Section 3 business concerns; and

WHEREAS, The CHA further certifies that if MHDC approves and executes a conditional reservation for HOME funds for this application, we will submit a Section 3 plan to demonstrate the ability and willingness to train and employ Section 3 residents and contract with Section 3 business concerns to the greatest extent feasible for economic opportunities that may be generated in connection with the HOME-assisted project; and

WHEREAS, The CHA hereby certifies that we have read and agree to abide by the MHDC "Standards of Conduct" which requires that, if an Interested Party (as such term is defined in the Standards of Conduct) which has submitted a proposal, application, bid or response to a solicitation, request, notice or invitation to do so, for a competitive matter pending before the Commission desires to communicate with a commissioner or employee after the published response deadline for the purpose of lobbying the

Interested Party's proposal, application, bid or response, the Interested Party (including anyone acting at its direction or on its behalf) may do so only by complying with the disclosure policy set forth in the Standards of Conduct; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri, hereby adopts Resolution 2960 authorizing the submission of an application for funding for the Blind Boone Apartments Affordable Housing development to the Missouri Housing Development Commission and certifying that the information being provided is correct, complete, and accurate and in compliance with all applicable regulations.

BE IT FURTHER RESOLVED that if the funding application being submitted to the Missouri Housing Development Commission for the Blind Boone Apartments should be approved, Resolution 2960 also authorizes the execution of all applicable contract award agreements and the implementation of all aspects of the development of the Kinney Point Affordable Housing Development as described in the application.

Bob Hutton, Chair

Randy Cole, Secretary

Adopted September 4, 2024



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Department Source: Director of Resident Services

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: **Resolution 2961**: Authorizing the Submission of a Resident Opportunities Self-Sufficiency (ROSS) Service Coordinator Grant Application to the U.S. Department of Housing and Urban Development.

Executive Summary

Approval of the proposed resolution would authorize the CHA Director of Resident Services to submit a grant application for the HUD Resident Opportunities & Self Sufficiency Service Coordinator Grant to fund the continuation of one full time ROSS Service Coordinator.

Discussion

Housing and Urban Development (HUD) organized the Resident Opportunities Self-Sufficiency (ROSS) Service Coordinator program to assist residents of Public and Indian Housing make progress towards economic self-sufficiency. Self-sufficiency is an individual's ability to support their household by maintaining financial, housing, and individual/family stability. To achieve self-sufficiency, an individual must move along a continuum toward economic independence and stability; such movement is facilitated by the achievement of personal goals.

HUD's ROSS Service Coordinator (SC) Program provides funding for a Service Coordinator to assess the needs of residents and determine the critical needs they identify as barriers to achieving economic self-sufficiency. The ROSS-SC will build partnerships and coordinate with local providers to ensure that program participants have access to needed supportive services. The ROSS-SC may also coordinate education and/or community events to help residents achieve economic independence and stability.

CHA's request will be for three years to fund the ROSS Service Coordinator's salary, benefits, training, and administrative costs.

Recommended Commission Action

Adopt Resolution 2961 authorizing the submission of a Resident Opportunities Self-Sufficiency Grant application to the U.S. Department of Housing and Urban Development to fund a full-time ROSS Service Coordinator position at the Columbia Housing Authority.



Board Resolution

RESOLUTION 2961

To Authorize the Submission of a Resident Opportunities Self-Sufficiency Service Coordinator Grant Application to the Department of Housing and Urban Development to Promote the Development of Local Strategies to Coordinate the Use of Assistance Under the Public Housing Program with Public and Private Resources, for Supportive Services and Resident Empowerment Activities.

WHEREAS, Housing and Urban Development’s (HUD’s) Resident Opportunities Self-Sufficiency (ROSS) Service Coordinator program is designed to assist residents make progress toward economic self-sufficiency through maintaining financial, housing, and personal/family stability facilitated by the achievement of personal goals; and

WHEREAS, The ROSS Service Coordinator program provides grant funding to hire a Service Coordinator to assess the needs of residents and link them to supportive services that enable participants to move a long a continuum towards economic independence and stability; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri is seeking to submit a grant proposal in the amount up to \$230,000.00 over three years to pay for a ROSS Service Coordinator’s salary, benefits, training, and administrative costs; and

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 grant application for the ROSS Service Coordinator to implement self-sufficiency activities pursuant to the aforementioned program; and

BE IT FURTHER RESOLVED that if the Resident Opportunity & Self Sufficiency Service Coordinator grant application should be approved, Resolution 2961 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

September 4th, 2024



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Resolution 2962: A Resolution Approving the Job Description Housing Development Coordinator, and Approving Related Updates to Appendix 1 – Organizational Chart of the CHA Personnel Policy.

Executive Summary

Approval of the resolution will authorize an additional Housing Development Coordinator position. The resolution also approves changes within Appendix 1 -Organizational Chart of the Columbia Housing Authority (CHA) Personnel Policy.

Discussion

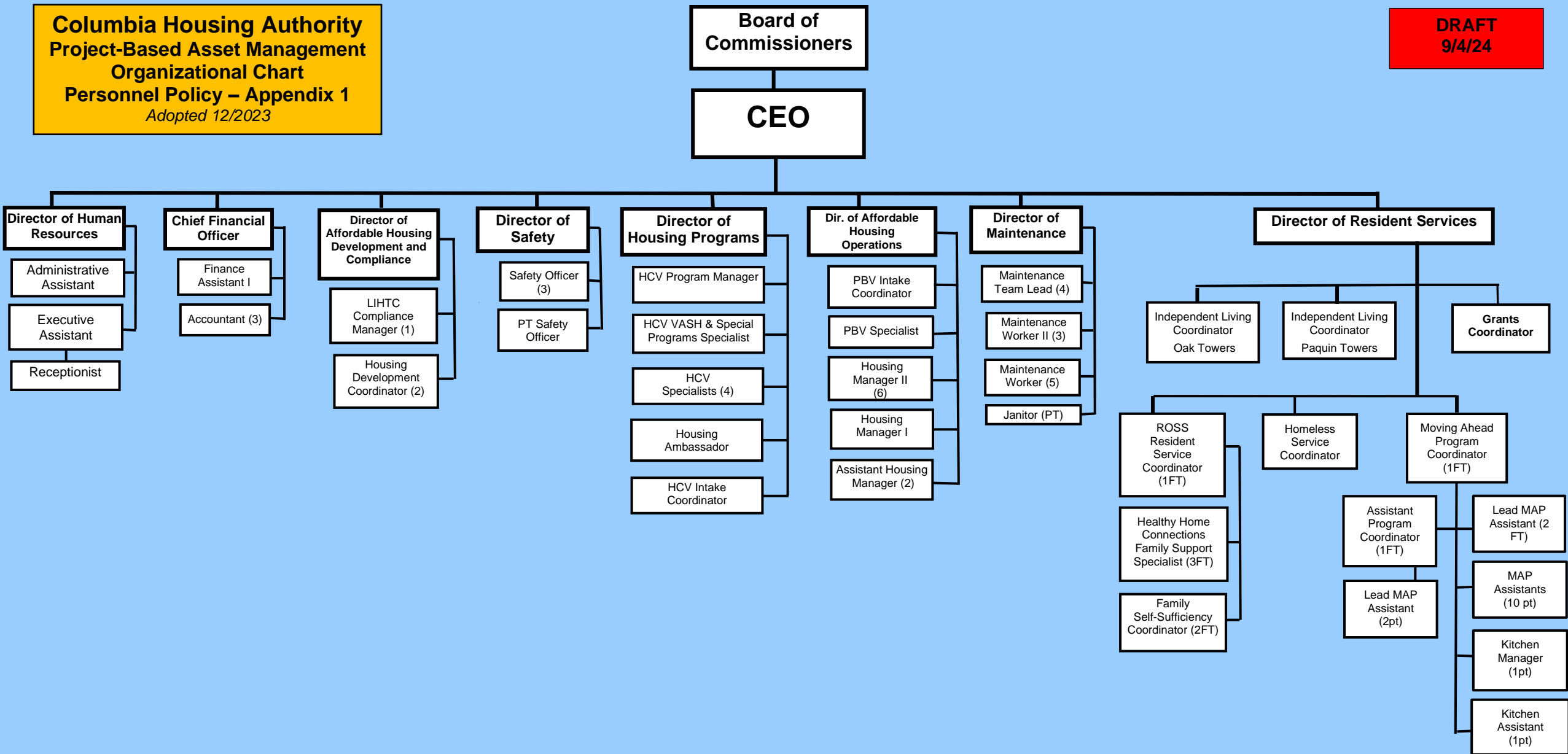
The proposed resolution is for the addition of one Housing Development Coordinator position. The additional Housing Development Coordinator is intended to assist with directly coordinating tenant relocation efforts and compliance at CHA's Park Avenue Apartments, Providence Walkway and potentially the Blind Boone Apartments. The Housing Development Coordinator will report directly to the Director of Affordable Housing Development and Compliance, and assist with on-going compliance, or other existing and future project management needs. The position will initially be paid directly out of individual project relocation budgets, and CHA staff anticipates relocation work for the next 3-4 years. There is also a significant number of administrative tasks and likely further development efforts for CHA beyond year 4. The CHA CEO intends for this position to both assist with coordinating current tenant relocation efforts, and further increase CHA's capacity to undertake additional development efforts in the future. The attached Housing Development Coordinator position is the existing position description, however it also highlights focus on coordinating tenant relocation and outreach to residents.

Recommended Commission Action

Adopt the Resolution Approving the Job Descriptions Housing Development Coordinator and Approving Related Updates to Appendix 1 – Organizational Chart to the CHA Personnel Policy.

Columbia Housing Authority
Project-Based Asset Management
Organizational Chart
Personnel Policy – Appendix 1
Adopted 12/2023

DRAFT
9/4/24





Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 2962

To Authorize changes to job descriptions, salary ranges, Appendix 1 – Organizational Chart and Appendix 3 Range and Salary Plan to the CHA Personnel Policy.

WHEREAS, the Housing Authority of the City of Columbia, Missouri maintains job descriptions, Appendix 1- Organizational chart and Salary Plan to the CHA Personnel Policy to help foster effective and efficient operations of CHA; and

WHEREAS, the Board of Commissioners has reviewed the proposed additional Housing Development Coordinator position to assist with tenant relocation and other redevelopment tasks as needed and recognizes the need for amending positions as recommended by the Chief Executive Officer to maximize efficiency in CHA-wide operations to achieve high performance results; and

WHEREAS, the Board of Commissioners has reviewed Appendix 1-Organizational Chart adding an additional Housing Development Coordinator in order to assist with tenant relocation and other development related duties as recommended by the Chief Executive Officer to maximize efficiency in CHA-wide operations to achieve high performance results; and

WHEREAS, the Board of Commissioners has reviewed the corresponding revised Appendices 1; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts the authorization of an additional Housing Development Coordinator and adopts the corresponding revisions to the CHA Personnel Policy including the job descriptions, Appendix 1 - Personnel Organization Plan, effective September 4, 2024, as attached hereto and made a part hereof.

Bob Hutton, Chairman

Randy Cole, Secretary

Adopted September 4, 2024

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	\$ 976,713	\$ 963,414	\$ 13,299	\$ 6,330,733	\$ 6,743,901	(413,168)	-6%
HUD Admin Fees Earned	104,956	116,723	(11,767)	730,140	817,059	(86,919)	-11%
Total Fee Revenue	1,081,669	1,080,137	1,532	7,060,873	7,560,960	(500,087)	-7%
Investment Income - Unrestricted	1,735	1,667	68	14,802	11,667	3,135	27%
Fraud Recovery - HAP	241	100	141	1,613	700	913	0%
Fraud Recovery - Admin	241	100	141	1,613	700	913	0%
Other Revenue	2,282	-	2,282	3,241	-	3,241	
Total Revenue	\$ 1,086,168	\$ 1,082,004	\$ 4,164	\$ 7,082,141	\$ 7,574,026	\$ (491,885)	-6%
Administrative Salaries	58,749	53,119	5,630	354,884	371,830	(16,945)	-5%
Auditing Fees	4,586	3,035	1,551	29,801	21,244	8,556	40%
Management Fee	19,620	21,524	(1,904)	137,352	150,668	(13,316)	-9%
Book-keeping Fee	12,263	13,453	(1,190)	85,845	94,168	(8,323)	-9%
Advertising and Marketing	-	42	(42)	4,050	292	3,758	1288%
Employee Benefit contributions - Administrative	16,281	12,182	4,099	97,494	85,272	12,222	14%
Office Expenses	5,371	7,651	(2,280)	44,068	53,559	(9,491)	-18%
Training & Travel	-	667	(667)	6,559	4,667	1,892	41%
Other Administrative Expenses	6,414	8,469	(2,055)	57,241	59,281	(2,040)	-3%
Total Operating - Administrative	123,283	120,140	3,143	817,294	840,980	(23,685)	-3%
Total Tenant Services	12	-	12	673	-	673	
Total Utilities	1,005	854	151	6,072	5,977	95	2%
Bldg. Maintenance	888	1,301	(414)	6,442	9,110	(2,668)	-29%
Insurance Premiums	1,985	1,763	222	13,262	12,339	923	7%
Other General Expenses	3,222	539	2,684	37,592	3,770	33,822	897%
Total Operating Expenses	\$ 130,394	\$ 124,597	\$ 5,798	\$ 881,336	\$ 872,176	\$ 9,161	1%
Excess of Operating Revenue over Operating Expenses	\$ 955,774	\$ 957,407	\$ (1,634)	\$ 6,200,805	\$ 6,701,851	\$ (501,046)	-7%
Homeownership	3,511	3,906	(395)	23,967	27,339	(3,372)	-12%
Portable Housing Assistance Payments	27,059	14,300	12,759	167,909	100,100	67,809	68%
S8 FSS Payments	21,377	12,167	9,210	113,384	85,167	28,217	33%
VASH Housing Assistance Payments	57,550	55,629	1,921	408,361	389,402	18,959	5%
All Other Vouchers Housing Assistance Payments	818,799	877,413	(58,614)	5,621,325	6,141,893	(520,568)	-8%
Total Housing Assistance Payments	928,296	963,414	(35,118)	6,334,946	6,743,901	(408,955)	-6%
Depreciation Expense	1,796	1,796	-	12,573	12,573	-	
Total Expenses	\$ 1,060,486	\$ 1,089,807	\$ (29,320)	\$ 7,228,855	\$ 7,628,650	\$ (399,794)	-5%
Net Gain (Loss)	\$ 25,681	\$ (7,803)	\$ 33,485	\$ (146,714)	\$ (54,623)	\$ (92,091)	169%

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 32,081	\$ 34,613	\$ (2,532)	\$ 235,461	\$ 242,290	\$ (6,829)	-3%
Vacancy Loss	(9,704)	(3,631)	(6,073)	(69,178)	(25,419)	(43,759)	172%
Net Tenant Rental Revenue	22,377	30,982	(8,605)	166,283	216,871	(50,588)	-23%
Tenant Revenue - Other	628	583	45	3,567	4,083	(516)	-13%
Total Tenant Revenue	23,005	31,565	(8,560)	169,850	220,954	(51,104)	-23%
HUD PHA Operating Grants	48,357	42,336	6,020	279,681	296,355	(16,674)	-6%
Capital Fund Grants	-	29,634	(29,634)	-	516,255	(516,255)	-100%
Total Grant Revenue	48,357	71,970	(23,614)	279,681	812,610	(532,929)	-66%
Investment Income - Unrestricted	5,959	4,515	1,444	39,559	31,607	7,951	25%
Fraud Recovery	-	-	-	877	-	877	0%
Other Revenue	5,017	4,579	438	46,380	32,056	14,324	45%
Total Revenue	\$ 82,338	\$ 112,630	\$ (30,292)	\$ 537,016	\$ 1,097,227	\$ (560,212)	-51%
Administrative Salaries	5,955	5,696	259	40,167	39,870	297	1%
Auditing Fees	2,072	1,250	822	6,024	8,750	(2,726)	-31%
Management Fee	4,570	8,806	(4,237)	33,456	61,644	(28,188)	-46%
Book-keeping Fee	630	810	(180)	4,613	5,670	(1,058)	-19%
Advertising and Marketing	-	-	-	-	-	-	-
Employee Benefit contributions - Administrative	2,257	2,009	248	15,093	14,062	1,030	7%
Office Expenses	1,422	1,907	(485)	16,017	13,348	2,668	20%
Legal Expense	-	125	(125)	-	875	(875)	-100%
Training & Travel	-	625	(625)	2,392	4,375	(1,983)	-45%
Other	170	508	(338)	2,236	3,555	(1,319)	-37%
Total Operating - Administrative	17,076	21,736	(4,660)	119,997	152,150	(32,153)	-21%
Asset Management Fee	1,200	1,200	-	8,400	8,400	-	0%
Tenant Services - Salaries	-	240	(240)	924	1,682	(758)	-45%
Cares Act - COVID-19 Expenses	-	-	-	-	-	-	-
Employee Benefit Contributions - Tenant Services	-	18	(18)	133	129	4	3%
Tenant Services - Other	-	350	(350)	216	2,450	(2,234)	-91%
Total Tenant Services	-	609	(609)	1,273	4,261	(2,988)	-70%

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Water	\$ 2,905	\$ 2,453	\$ 452	\$ 18,424	\$ 17,168	\$ 1,256	7%
Electricity	4,450	1,677	2,773	18,930	11,737	7,194	61%
Gas	1,700	1,023	677	8,830	7,159	1,671	23%
Sewer	2,333	2,432	(99)	16,435	17,021	(585)	-3%
Total Utilities	11,387	7,584	3,804	62,619	53,085	9,535	18%
Maintenance - Labor	21,791	20,196	1,596	134,469	141,369	(6,900)	-5%
Maintenance - Materials & Other	2,913	6,284	(3,371)	48,780	43,985	4,795	11%
Maintenance and Operations Contracts	8,433	10,061	(1,628)	63,082	70,429	(7,347)	-10%
Employee Benefit Contributions - Maintenance	4,611	4,332	279	34,393	30,325	4,069	13%
Total Maintenance	37,748	40,872	(3,124)	280,724	286,107	(5,383)	-2%
Total Protective Services	4,128	4,142	(14)	25,656	28,995	(3,339)	-12%
Total Insurance Premiums	7,618	7,798	(180)	53,186	54,585	(1,398)	-3%
Other General Expenses	79	-	79	417	-	417	
Payments in Lieu of Taxes	-	2,340	(2,340)	9,077	16,380	(7,303)	-45%
Bad debt - Tenant Rents	(25)	474	(499)	(91)	3,316	(3,407)	-103%
Total Other General Expenses	697	2,814	(2,117)	25,084	19,696	5,388	27%
Interest on Notes Payable	-	1,818	(1,818)	-	12,724	(12,724)	-100%
Total Operating Expenses	\$ 79,855	\$ 88,572	\$ (8,717)	\$ 576,939	\$ 620,002	\$ (43,063)	-7%
Excess of Operating Revenue over Operating Expen:	\$ 2,483	\$ 24,058	\$ (21,575)	\$ (39,923)	\$ 477,226	\$ (517,149)	-108%
Extraordinary Maintenance	-	500	(500)	-	3,500	(3,500)	-100%
Depreciation Expense	14,411	13,875	536	100,875	97,125	3,750	4%
Total Expenses	\$ 94,265	\$ 102,947	\$ (8,681)	\$ 677,814	\$ 720,627	\$ (42,812)	-6%
Net Gain (Loss)	\$ (11,928)	\$ 9,683	\$ (21,611)	\$ (140,799)	\$ 376,601	\$ (517,399)	-137%

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	\$ 83,273	\$ 81,803	\$ 1,470	\$ 579,365	\$ 572,621	\$ 6,744	1%
Rental Subsidies	87,741	89,125	(1,384)	617,733	623,875	(6,142)	-1%
Vacancy Loss	(7,764)	(3,846)	(3,918)	(73,177)	(26,921)	(46,256)	172%
Net Rental Revenue	163,250	167,082	(3,832)	1,123,922	1,169,575	(45,654)	-4%
Tenant Revenue - Other	266	733	(468)	7,742	5,133	2,609	51%
Total Tenant Revenue	163,516	167,816	(4,300)	1,131,664	1,174,709	(43,045)	-4%
Investment Income - Unrestricted	10,896	8,917	1,980	74,041	62,417	11,624	19%
Other Revenue	7,929	7,706	223	54,964	53,943	1,021	2%
Total Revenue	\$ 182,341	\$ 184,438	\$ (2,097)	\$ 1,260,669	\$ 1,291,068	\$ (30,400)	-2%
Administrative Salaries	10,201	9,708	493	65,280	67,958	(2,679)	-4%
Auditing Fees	4,322	3,573	750	17,290	25,010	(7,720)	-31%
Property Management Fee	10,286	10,531	(245)	71,046	73,719	(2,674)	-4%
Asset Management Fees	-	1,156	(1,156)	7,000	8,090	(1,090)	-13%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	2,713	2,257	456	17,704	15,801	1,903	12%
Office Expenses	2,379	3,154	(775)	20,639	22,080	(1,442)	-7%
Legal Expense	-	125	(125)	4,345	875	3,470	397%
Training & Travel	-	304	(304)	3,265	2,131	1,134	53%
Other	281	625	(344)	3,513	4,375	(862)	-20%
Total Operating - Administrative	30,183	31,438	(1,255)	210,081	220,069	(9,988)	-5%
Total Tenant Services	8,770	9,733	(963)	59,250	68,131	(8,881)	-13%
Water	9,380	6,087	3,294	52,543	42,607	9,936	23%
Electricity	18,964	12,721	6,243	103,592	89,048	14,544	16%
Gas	1,120	1,773	(653)	9,649	12,410	(2,762)	-22%
Sewer	5,796	4,146	1,650	35,774	29,019	6,755	23%
Total Utilities	\$ 35,260	\$ 24,726	\$ 10,534	\$ 201,557	\$ 173,084	\$ 28,473	16%

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	\$ 15,136	\$ 15,832	\$ (695)	\$ 94,902	\$ 110,821	\$ (15,918)	-14%
Maintenance - Materials & Other	25,980	10,125	15,855	115,920	70,875	45,045	64%
Maintenance and Operations Contracts	12,746	10,454	2,292	94,853	73,179	21,674	30%
Employee Benefit Contributions - Maintenance	5,336	4,655	682	36,219	32,584	3,636	11%
Total Maintenance	59,198	41,066	18,133	341,895	287,459	54,437	19%
Total Insurance Premiums	24,463	24,897	(434)	118,270	174,280	(56,009)	-32%
Other General Expenses	889	-	889	6,901	-	6,901	
Taxes	-	4,892	(4,892)	29,349	34,241	(4,892)	-14%
Bad debt - Tenant Rents	-	842	(842)	2,531	5,891	(3,360)	-57%
Total Other General Expenses	3,166	5,733	(2,567)	61,826	40,132	21,695	54%
Interest of Mortgage (or Bonds) Payable	32,281	16,141	16,141	129,125	112,985	16,140	14%
Interest on Notes Payable (Seller Financing)	20,967	20,967	0	146,766	146,766	0	0%
Amortization of Loan Costs	-	2,274	(2,274)	13,647	15,920	(2,273)	-14%
Total Interest Expense and Amortization Cost	53,248	39,382	13,866	289,538	275,671	13,868	5%
Total Operating Expenses	\$ 214,289	\$ 176,975	\$ 37,314	\$ 1,282,418	\$ 1,238,824	\$ 43,593	4%
Excess of Operating Revenue over Operating Expenses	\$ (31,948)	\$ 7,463	\$ (39,412)	\$ (21,749)	\$ 52,244	\$ (73,993)	-142%
Extraordinary Maintenance	6,838	-	6,838	32,713	-	32,713	
Depreciation Expense	53,396	53,610	(214)	373,768	375,273	(1,505)	0%
Total Expenses	\$ 274,523	\$ 230,585	\$ 43,938	\$ 1,688,899	\$ 1,614,097	\$ 74,801	5%
Net Gain (Loss)	\$ (92,183)	\$ (46,147)	\$ (46,036)	\$ (428,230)	\$ (323,029)	\$ (105,201)	33%

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	\$ 23,689	\$ 18,972	\$ 4,717	\$ 144,449	\$ 132,806	\$ 11,642	9%
Rental Subsidies	28,475	31,269	(2,794)	208,179	218,881	(10,701)	-5%
Vacancy Loss	(3,901)	(1,507)	(2,394)	(23,393)	(10,551)	(12,842)	122%
Net Rental Revenue	48,263	48,734	(471)	329,235	341,136	(11,901)	-3%
Tenant Revenue - Other	123	1,042	(919)	1,529	7,292	(5,763)	-79%
Total Tenant Revenue	48,386	49,775	(1,390)	330,763	348,428	(17,664)	-5%
Investment Income - Unrestricted	1,977	1,667	310	13,308	11,667	1,641	14%
Other Revenue	3,645	2,220	1,425	19,729	15,540	4,189	27%
Total Revenue	\$ 54,008	\$ 53,662	\$ 346	\$ 363,800	\$ 375,635	\$ (11,834)	-3%
Administrative Salaries	2,727	2,593	135	18,038	18,149	(110)	-1%
Auditing Fees	1,157	956	201	4,627	6,693	(2,066)	-31%
Property Management Fee	2,627	3,120	(493)	17,525	21,838	(4,314)	-20%
Asset Management Fees	-	1,052	(1,052)	6,456	7,365	(909)	-12%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	820	729	91	5,648	5,104	545	11%
Office Expenses	667	884	(216)	5,353	6,185	(832)	-13%
Legal Expense	-	42	(42)	-	292	(292)	-100%
Training & Travel	-	81	(81)	733	570	163	29%
Other	430	146	285	2,177	1,021	1,156	113%
Total Operating - Administrative	8,429	9,606	(1,177)	60,557	67,244	(6,687)	-10%
Total Tenant Services	1,471	1,793	(321)	10,299	12,549	(2,250)	-18%
Water	3,428	2,047	1,382	19,692	14,326	5,367	37%
Electricity	1,298	737	561	7,339	5,160	2,179	42%
Gas	645	404	241	3,896	2,830	1,066	38%
Sewer	2,321	1,569	752	14,715	10,982	3,734	34%
Total Utilities	\$ 7,693	\$ 4,757	\$ 2,936	\$ 45,643	\$ 33,297	\$ 12,346	37%

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	\$ 2,958	\$ 3,325	\$ (366)	\$ 19,863	\$ 23,272	\$ (3,409)	-15%
Maintenance - Materials & Other	662	2,875	(2,213)	21,589	20,125	1,464	7%
Maintenance and Operations Contracts	7,114	5,585	1,529	48,022	39,093	8,929	23%
Employee Benefit Contributions - Maintenance	1,162	1,148	14	8,070	8,033	38	0%
Total Maintenance	11,896	12,932	(1,036)	97,544	90,522	7,021	8%
Total Insurance Premiums	9,224	8,973	251	42,168	62,811	(20,643)	-33%
Other General Expenses	27	-	27	410	-	410	
Property Taxes	-	1,857	(1,857)	11,142	12,999	(1,857)	-14%
Bad debt - Tenant Rents	-	324	(324)	-	2,267	(2,267)	-100%
Total Other General Expenses	626	2,181	(1,555)	16,323	15,266	1,057	7%
Interest of Mortgage (or Bonds) Payable	3,307	3,418	(111)	23,147	23,927	(781)	-3%
Interest on Notes Payable (Seller Financing)	6,714	6,714	0	46,995	46,995	0	0%
Amortization of Loan Costs	-	1,664	(1,664)	9,983	11,646	(1,664)	-14%
Total Interest Expense and Amortization Cost	10,020	11,795	(1,775)	80,124	82,568	(2,444)	-3%
Total Operating Expenses	\$ 49,359	\$ 52,037	\$ (2,677)	\$ 352,657	\$ 364,257	\$ (11,600)	-3%
Excess of Operating Revenue over Operating Expenses	\$ 4,649	\$ 1,625	\$ 3,023	\$ 11,144	\$ 11,377	\$ (234)	-2%
Extraordinary Maintenance	930	-	930	30,515	-	30,515	
Depreciation Expense	18,775	18,774	1	131,419	131,421	(2)	0%
Total Expenses	\$ 69,064	\$ 70,811	\$ (1,747)	\$ 514,590	\$ 495,678	\$ 18,912	4%
Net Gain (Loss)	\$ (15,057)	\$ (17,149)	\$ 2,093	\$ (150,790)	\$ (120,044)	\$ (30,746)	26%

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	\$ 50,934	\$ 49,818	\$ 1,117	\$ 360,118	\$ 348,725	\$ 11,393	3%
Rental Subsidies	44,861	45,977	(1,117)	310,447	321,840	(11,393)	-4%
Vacancy Loss	(3,979)	(2,395)	(1,584)	(37,055)	(16,764)	(20,291)	121%
Net Rental Revenue	91,816	93,400	(1,584)	633,510	653,801	(20,291)	-3%
Tenant Revenue - Other	1,144	792	352	4,902	5,542	(640)	-12%
Total Tenant Revenue	92,959	94,192	(1,232)	638,413	659,343	(20,930)	-3%
Investment Income - Unrestricted	3,718	2,667	1,051	24,346	18,667	5,680	30%
Other Revenue	2,404	2,067	337	17,291	14,467	2,824	20%
Total Revenue	\$ 99,082	\$ 98,925	\$ 156	\$ 680,050	\$ 692,476	\$ (12,426)	-2%
Administrative Salaries	6,338	6,218	120	42,096	43,525	(1,430)	-3%
Auditing Fees	2,237	1,849	388	8,949	12,945	(3,996)	-31%
Property Management Fee	5,782	5,776	7	39,358	40,429	(1,071)	-3%
Asset Management Fees	-	1,069	(1,069)	6,650	7,485	(835)	-11%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	2,035	1,873	162	14,313	13,111	1,202	9%
Office Expenses	2,823	1,933	890	13,934	13,529	404	3%
Legal Expense	434	125	309	1,607	875	732	84%
Training & Travel	-	158	(158)	1,825	1,103	722	65%
Other	467	292	175	6,133	2,042	4,091	200%
Total Operating - Administrative	20,116	19,296	820	134,863	135,073	(211)	0%
Total Tenant Services	6,412	6,845	(433)	42,275	47,918	(5,642)	-12%
Water	2,685	2,044	641	13,188	14,311	(1,123)	-8%
Electricity	13,470	8,878	4,592	69,443	62,145	7,298	12%
Gas	1,437	996	441	5,186	6,974	(1,788)	-26%
Sewer	1,526	1,232	293	7,867	8,626	(759)	-9%
Total Utilities	\$ 19,118	\$ 13,151	\$ 5,967	\$ 95,684	\$ 92,056	\$ 3,628	4%

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	\$ 12,425	\$ 9,455	\$ 2,970	\$ 68,488	\$ 66,186	\$ 2,302	3%
Maintenance - Materials & Other	6,841	3,192	3,650	25,244	22,342	2,902	13%
Maintenance and Operations Contracts	7,996	10,564	(2,568)	58,216	73,946	(15,730)	-21%
Employee Benefit Contributions - Maintenance	1,864	2,120	(256)	13,745	14,838	(1,093)	-7%
Total Maintenance	29,126	25,330	3,796	165,692	177,312	(11,620)	-7%
Property Insurance	2,588	3,391	(803)	13,327	23,737	(10,410)	-44%
Workmen's Compensation	351	290	61	2,257	2,030	227	11%
All Other Insurance	236	214	22	4,024	1,500	2,524	168%
Total Insurance Premiums	3,175	3,895	(720)	19,608	27,267	(7,660)	-28%
Other General Expenses	372	-	372	1,555	-	1,555	
Taxes	-	2,446	(2,446)	14,675	17,120	(2,446)	-14%
Bad debt - Tenant Rents	-	321	(321)	(257)	2,249	(2,506)	-111%
Total Other General Expenses	948	2,767	(1,819)	29,815	19,369	10,446	54%
Interest of Mortgage (or Bonds) Payable	5,430	5,365	65	37,987	37,557	431	1%
Interest on Notes Payable (Seller Financing)	9,215	9,215	(0)	64,506	64,507	(0)	0%
Amortization of Loan Costs	-	1,568	(1,568)	9,408	10,976	(1,568)	-14%
Total Interest Expense and Amortization Cost	14,646	16,149	(1,503)	111,902	113,040	(1,138)	
Total Operating Expenses	\$ 93,541	\$ 87,434	\$ 6,107	\$ 599,839	\$ 612,035	\$ (12,196)	-2%
Excess of Operating Revenue over Operating Expenses	\$ 5,541	\$ 11,492	\$ (5,951)	\$ 80,211	\$ 80,441	\$ (230)	0%
Extraordinary Maintenance	1,505	-	1,505	7,931	-	7,931	
Depreciation Expense	31,139	40,528	(9,389)	217,973	283,696	(65,723)	-23%
Total Expenses	\$ 126,184	\$ 127,962	\$ (1,777)	\$ 825,743	\$ 895,731	\$ (69,988)	-8%
Net Gain (Loss)	\$ (27,103)	\$ (29,036)	\$ 1,934	\$ (145,693)	\$ (203,255)	\$ 57,562	-28%

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	\$ 10,472	\$ 9,491	\$ 981	\$ 67,215	\$ 66,435	\$ 780	1%
Rental Subsidies	7,853	8,139	(286)	56,560	56,970	(410)	-1%
Vacancy Loss	(684)	(353)	(331)	(3,307)	(2,469)	(839)	34%
Net Rental Revenue	17,641	17,277	364	120,468	120,936	(468)	0%
Tenant Revenue - Other	256	108	147	725	758	(34)	
Total Tenant Revenue	17,897	17,385	512	121,192	121,694	(502)	0%
Investment Income - Unrestricted	657	583	74	4,697	4,083	614	15%
Other Revenue	233	275	(42)	1,693	1,925	(232)	-12%
Total Revenue	\$ 18,787	\$ 18,243	\$ 544	\$ 127,582	\$ 127,702	\$ (120)	0%
Administrative Salaries	909	864	45	6,302	6,050	252	4%
Auditing Fees	380	315	66	1,522	2,202	(680)	-31%
Property Management Fee	906	883	23	6,045	6,181	(136)	-2%
Asset Management Fees	265	1,057	(792)	8,244	7,398	846	11%
Employee Benefit contributions - Administrative	273	243	30	1,968	1,701	267	16%
Office Expenses	131	405	(275)	2,140	2,837	(697)	-25%
Legal Expense	256	42	214	520	292	228	78%
Training & Travel	-	27	(27)	282	188	94	50%
Other	66	154	(88)	1,438	1,079	359	33%
Total Operating - Administrative	3,187	3,994	(807)	28,460	27,956	504	2%
Total Tenant Services	-	8	(8)	-	58	(58)	-100%
Water	335	369	(34)	2,083	2,583	(500)	-19%
Electricity	1,672	1,037	635	8,422	7,262	1,161	16%
Gas	148	496	(348)	2,815	3,471	(656)	-19%
Sewer	208	213	(5)	1,368	1,489	(122)	-8%
Total Utilities	\$ 2,363	\$ 2,115	\$ 248	\$ 14,688	\$ 14,805	\$ (117)	-1%

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	\$ 996	\$ 1,108	\$ (112)	\$ 6,709	\$ 7,757	\$ (1,048)	-14%
Maintenance - Materials & Other	513	704	(191)	7,742	4,929	2,813	57%
Maintenance and Operations Contracts	3,080	2,404	676	13,693	16,826	(3,133)	-19%
Employee Benefit Contributions - Maintenance	389	383	6	2,702	2,678	25	1%
Total Maintenance	4,978	4,599	379	30,846	32,190	(1,344)	-4%
Total Protective Services	1,266	1,258	8	7,872	8,807	(935)	-11%
Total Insurance Premiums	1,036	1,310	(274)	6,991	9,171	(2,180)	-24%
Other General Expenses	415	-	415	741	-	741	
Taxes	-	621	(621)	3,723	4,344	(621)	-14%
Bad debt - Tenant Rents	-	166	(166)	1,990	1,163	827	71%
Total Other General Expenses	645	787	(141)	8,631	5,507	3,124	57%
Interest of Mortgage (or Bonds) Payable	681	674	8	4,776	4,717	59	1%
Amortization of Loan Costs	-	681	(681)	4,084	4,765	(681)	-14%
Total Interest Expense and Amortization Cost	681	1,355	(673)	8,860	9,482	(621)	-7%
Total Operating Expenses	\$ 14,157	\$ 15,425	\$ (1,268)	\$ 106,347	\$ 107,974	\$ (1,627)	-2%
Excess of Operating Revenue over Operating Expenses	\$ 4,630	\$ 2,818	\$ 1,812	\$ 21,235	\$ 19,728	\$ 1,507	8%
Extraordinary Maintenance	-	-	-	5,285	-	5,285	
Depreciation Expense	10,277	10,277	0	71,939	71,939	0	0%
Total Expenses	\$ 24,434	\$ 25,702	\$ (1,268)	\$ 183,572	\$ 179,913	\$ 3,658	2%
Net Gain (Loss)	\$ (5,647)	\$ (7,459)	\$ 1,812	\$ (55,989)	\$ (52,211)	\$ (3,778)	7%

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	\$ 13,416	\$ 15,885	\$ (2,469)	\$ 97,766	\$ 111,194	\$ (13,427)	-12%
Rental Subsidies	19,243	16,828	2,415	130,847	117,798	13,049	11%
Vacancy Loss	(721)	(981)	260	(16,141)	(6,870)	(9,271)	135%
Net Rental Revenue	31,938	31,732	206	212,472	222,122	(9,650)	-4%
Tenant Revenue - Other	-	292	(292)	3,232	2,042	1,190	58%
Total Tenant Revenue	31,938	32,023	(85)	215,704	224,163	(8,459)	-4%
Investment Income - Unrestricted	461	542	(81)	5,472	3,792	1,680	44%
Other Revenue	147	75	72	1,732	525	1,207	230%
Total Revenue	\$ 32,546	\$ 32,640	\$ (94)	\$ 222,908	\$ 228,480	\$ (5,572)	-2%
Administrative Salaries	3,539	3,370	168	23,086	23,593	(507)	-2%
Auditing Fees	822	679	143	3,287	4,755	(1,468)	-31%
Property Management Fee	1,929	2,672	(743)	12,742	18,706	(5,964)	-32%
Asset Management Fees	-	-	-	4,478	-	4,478	
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	607	473	134	3,954	3,310	644	19%
Office Expenses	461	552	(90)	3,445	3,862	(417)	-11%
Legal Expense	-	42	(42)	81	292	(211)	-72%
Training & Travel	-	58	(58)	651	405	246	61%
Other	82	92	(9)	1,358	642	716	112%
Total Operating - Administrative	7,440	7,942	(502)	53,082	55,594	(2,513)	-5%
Total Tenant Services	920	1,147	(228)	7,392	8,032	(640)	-8%
Water	1,480	1,135	345	8,924	7,945	979	12%
Electricity	261	356	(96)	3,479	2,494	985	40%
Gas	71	203	(132)	1,588	1,419	169	12%
Sewer	1,116	1,015	101	7,398	7,102	296	4%
Total Utilities	\$ 2,927	\$ 2,709	\$ 218	\$ 21,389	\$ 18,960	\$ 2,429	13%

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	\$ 3,038	\$ 3,184	\$ (146)	\$ 18,476	\$ 22,288	\$ (3,812)	-17%
Maintenance - Materials & Other	924	1,463	(539)	15,376	10,238	5,138	50%
Maintenance and Operations Contracts	4,003	2,771	1,232	22,138	19,396	2,742	14%
Employee Benefit Contributions - Maintenance	1,192	1,040	152	8,011	7,281	731	10%
Total Maintenance	9,156	8,457	699	64,001	59,202	4,799	8%
Total Insurance Premiums	5,497	5,175	322	35,459	36,226	(767)	-2%
Other General Expenses	80	-	80	911	-	911	
Property Taxes	-	1,632	(1,632)	9,794	11,426	(1,632)	-14%
Bad debt - Tenant Rents	-	138	(138)	5,067	965	4,101	425%
Total Other General Expenses	309	1,770	(1,462)	20,100	12,392	7,708	62%
Interest of Mortgage (or Bonds) Payable	615	617	(2)	4,336	4,318	17	0%
Interest on Notes Payable	1,268	1,268	-	8,875	8,875	-	0%
Amortization of Loan Costs	-	526	(526)	3,159	3,685	(526)	-14%
Total Interest Expense and Amortization Cost	1,883	2,411	(528)	16,370	16,879	(509)	-3%
Total Operating Expenses	\$ 28,132	\$ 29,612	\$ (1,480)	\$ 217,792	\$ 207,284	\$ 10,508	5%
Excess of Operating Revenue over Operating Expenses	\$ 4,415	\$ 3,028	\$ 1,387	\$ 5,116	\$ 21,196	\$ (16,080)	-76%
Extraordinary Maintenance	-	-	-	7,970	-	7,970	
Depreciation Expense	22,871	24,812	(1,941)	160,097	173,683	(13,586)	-8%
Total Expenses	\$ 51,003	\$ 54,424	\$ (3,421)	\$ 385,859	\$ 380,967	\$ 4,892	1%
Net Gain (Loss)	\$ (18,456)	\$ (21,784)	\$ 3,328	\$ (162,951)	\$ (152,487)	\$ (10,463)	7%

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	\$ 8,564	\$ 9,619	\$ (1,055)	\$ 65,606	\$ 67,331	\$ (1,725)	-3%
Rental Subsidies	11,416	10,394	1,022	74,254	72,760	1,494	2%
Vacancy Loss	(327)	(600)	273	(8,736)	(4,203)	(4,533)	108%
Net Rental Revenue	19,653	19,413	240	131,124	135,888	(4,764)	-4%
Tenant Revenue - Other	-	100	(100)	718	700	18	3%
Total Tenant Revenue	19,653	19,513	140	131,842	136,588	(4,746)	-3%
Investment Income - Unrestricted	465	417	49	4,408	2,917	1,491	51%
Other Revenue	-	42	(42)	-	292	(292)	-100%
Total Revenue	\$ 20,118	\$ 19,971	\$ 147	\$ 136,250	\$ 139,796	\$ (3,547)	-3%
Administrative Salaries	1,582	1,518	64	10,371	10,625	(254)	-2%
Auditing Fees	548	453	95	2,192	3,170	(979)	0%
Property Management Fee	1,179	1,173	6	7,844	8,213	(368)	-4%
Asset Management Fees	-	746	(746)	4,478	5,224	(746)	-14%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	338	270	68	2,238	1,889	349	18%
Office Expenses	208	306	(98)	2,532	2,140	392	18%
Legal Expense	-	42	(42)	-	292	(292)	-100%
Training & Travel	-	39	(39)	182	270	(88)	-33%
Other	32	92	(60)	981	642	340	53%
Total Operating - Administrative	3,887	4,642	(755)	30,818	32,494	(1,676)	-5%
Total Tenant Services	552	704	(152)	4,170	4,926	(756)	-15%
Water	2,676	1,000	1,676	8,491	7,001	1,490	21%
Electricity	-	189	(189)	1,473	1,321	151	11%
Gas	-	119	(119)	997	834	163	19%
Sewer	1,543	836	706	6,487	5,855	632	11%
Total Utilities	\$ 4,219	\$ 2,145	\$ 2,074	\$ 17,447	\$ 15,012	\$ 2,436	16%

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	\$ 1,028	\$ 1,061	\$ (33)	\$ 6,241	\$ 7,429	\$ (1,188)	-16%
Maintenance - Materials & Other	289	325	(36)	9,179	2,275	6,904	303%
Maintenance and Operations Contracts	1,909	2,123	(214)	16,994	14,864	2,130	14%
Employee Benefit Contributions - Maintenance	400	355	45	2,687	2,484	203	8%
Total Maintenance	3,627	3,865	(238)	35,101	27,053	8,049	30%
Total Insurance Premiums	2,343	2,588	(245)	16,124	18,118	(1,995)	-11%
Other General Expenses	40	-	40	373	-	373	
Property Taxes	-	1,120	(1,120)	6,722	7,842	(1,120)	-14%
Bad debt - Tenant Rents	-	78	(78)	1,102	548	554	101%
Total Other General Expenses	133	1,199	(1,066)	10,039	8,390	1,649	20%
Interest on Notes Payable	2,676	2,676	0	18,730	18,730	0	0%
Amortization of Loan Costs	-	271	(271)	1,625	1,895	(271)	-14%
Total Interest Expense and Amortization Cost	2,676	2,946	(271)	20,354	20,625	(271)	-1%
Total Operating Expenses	\$ 17,436	\$ 18,088	\$ (652)	\$ 134,053	\$ 126,617	\$ 7,436	6%
Excess of Operating Revenue over Operating Expenses	\$ 2,682	\$ 1,883	\$ 799	\$ 2,196	\$ 13,179	\$ (10,983)	-83%
Extraordinary Maintenance	3,218	-	3,218	16,166	-	16,166	
Depreciation Expense	11,479	11,974	(495)	80,352	83,816	(3,464)	-4%
Total Expenses	\$ 51,910	\$ 30,062	\$ 21,848	\$ 230,571	\$ 210,434	\$ 20,138	10%
Net Gain (Loss)	\$ (31,792)	\$ (10,091)	\$ (21,701)	\$ (94,321)	\$ (70,637)	\$ (23,684)	34%

Columbia Housing Authority
Administration Revenue and Expense Summary

	CHA Affordable Housing Development	CHA Business Activities	CHA Central Office Cost Center	Total Adminstration	Year to Date Budget	Budget Variance		
Management Fee	\$ -	\$ -	\$ 175,152	\$ 175,152	\$ 212,312	\$ (37,160)		-18%
Asset Management Fee	-	-	8,400	8,400	8,400	-		0%
Book Keeping Fee	-	-	93,173	93,173	102,515	(9,343)		-9%
Fee Revenue	-	-	276,725	276,725	323,227	\$ (46,502)		-14%
Interest Income	2,495	5,491	12,399	20,385	9,703	10,682		110%
Investment Income	9,044	476,367	-	485,411	324,448	160,964		50%
Other Revenue	50,000	224,860	6	274,866	236,777	38,090		16%
Total Revenue	\$ 61,539	\$ 706,718	\$ 289,129	\$ 1,057,387	\$ 894,154	\$ 163,233		18%
Administrative Salaries	51,017	169,359	204,700	425,075	470,991	(45,916)		-10%
Auditing Fees	-	2,222	3,719	5,941	9,917	(3,975)		-40%
Advertising and Marketing	1,990	-	1,668	3,658	160	3,498		2180%
Employee Benefits - Admin.	17,272	43,023	42,299	102,594	98,410	4,185		4%
Office Expenses	3,368	7,289	45,597	56,254	62,218	(5,965)		-10%
Legal Expense	-	-	13,880	13,880	2,042	11,838		580%
Training & Travel	153	-	6,594	6,747	21,292	(14,544)		-68%
Other	227	3,217	11,074	14,519	14,583	(65)		0%
Total Operating - Administration	74,026	225,111	329,532	628,669	679,613	(50,944)		-7%
Water	-	544	222	766	729	37		5%
Electricity	-	3,001	1,432	4,432	3,442	991		29%
Gas	-	1,260	284	1,544	2,188	(643)		-29%
Sewer	-	340	86	426	408	18		4%
Total Utilities	-	5,145	2,024	7,169	6,767	402		6%
Maintenance - Labor	-	-	-	-	-	-		
Maintenance - Materials	-	166	766	931	3,821	(2,890)		-76%
Maint Contracts, Miscellaneous	-	75	75	149	4,958	(4,809)		-97%
Maint Contracts-Trash Removal	-	731	-	731	729	2		0%
Maint Contracts-Heating & Cooling	-	-	-	-	-	-		
Maint Contracts-Snow Removal	-	-	-	-	-	-		
Maint Contracts-Elevators	-	-	-	-	-	-		
Maint Contracts-Landscape & Grounds	750	51	2,580	3,382	4,667	(1,285)		-28%
Maint Contracts-Unit Turnaround	-	-	-	-	-	-		
Maint Contracts-Electrical	-	-	-	-	-	-		
Maint Contracts-Plumbing	-	60	-	60	-	60		
Maint Contracts-Extermination	-	-	-	-	-	-		
Maint Contracts-Janitorial	-	2,071	2,071	4,142	5,075	(933)		-18%
Maintenance Contracts	750	2,988	4,726	8,464	15,429	(6,965)		-45%
Employee Benefits - Maint.	-	-	-	-	-	-		
Total Maintenance	750	3,153	5,492	9,395	19,250	(9,855)		-51%
Total Insurance Premiums	1,054	11,187	4,907	17,148	9,784	7,364		75%
Total Other Expenses	5,966	59,254	16,862	82,081	45,450	36,632		81%
Interest of Bonds Payable	-	195,035	-	195,035	168,831	26,204		16%
Interest on Notes Payable	-	13,066	-	13,066	13,125	(59)		0%
Total Interest/Amortization	-	208,101	-	208,101	181,956	26,146		14%
Total Operating Expenses	\$ 81,795	\$ 511,951	\$ 358,817	\$ 952,563	\$ 942,819	\$ 9,744		1%
Excess of Operating Revenue over Operating Expenses	\$ (20,256)	\$ 194,767	\$ (69,687)	\$ 104,824	\$ (48,665)	\$ 153,489		-315%
Depreciation Expense	-	20,846	697	21,543	15,894	5,649		36%
Total Expenses	\$ 81,795	\$ 532,797	\$ 359,514	\$ 974,106	\$ 958,712	\$ 15,394		2%
Net Gain (Loss)	\$ (20,256)	\$ 173,921	\$ (70,384)	\$ 83,281	\$ (64,558)	\$ 147,839		-229%

**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	\$ 235,461	\$ 1,314,519	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,549,980	\$ -	\$ 1,549,980
Rental Subsidies		1,398,020	-	-	-	-	-	-	-	-	-	-	-	-	-	1,398,020	(1,398,020)	-
Vacancy Loss	(69,178)	(161,808)	-	-	-	-	-	-	-	-	-	-	-	-	-	(230,986)		(230,986)
Net Rental Revenue	166,283	2,550,731	-	-	-	-	-	-	-	-	-	-	-	-	-	2,717,014	(1,398,020)	1,318,993
Tenant Revenue - Other	3,567	18,847	-	-	-	-	-	-	-	-	-	-	-	-	-	22,415		22,415
Total Tenant Revenue	169,850	2,569,578	-	-	-	-	-	-	-	-	-	-	-	-	-	2,739,428	(1,398,020)	1,341,408
HUD PHA Operating Grants	279,681	-	6,330,733	-	-	-	-	-	-	-	-	-	-	-	-	6,610,414	-	6,610,414
HUD Voucher Admin Fees		-	730,140	-	-	-	-	-	-	-	-	-	-	-	-	730,140	-	730,140
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(8,400)	(8,400)
Book Keeping Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Fee Revenue	279,681	-	7,060,873	-	-	-	-	-	-	-	-	-	-	-	-	7,340,554	(8,400)	7,332,154
Other Government Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Income	39,559	126,272	14,802	-	-	-	-	-	-	-	-	-	-	-	-	180,632	-	180,632
Investment Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fraud Recovery	877	-	3,225	-	-	-	-	-	-	-	-	-	-	-	-	4,102	-	4,102
Other Revenue	46,380	95,409	3,241	-	-	-	-	-	-	-	-	-	-	224,860	-	369,892	(344,760)	25,132
Gain/Loss on Sale of Capital Assets	669	-	-	-	-	-	-	-	-	-	-	-	-	-	-	669	-	669
Total Revenue	\$ 537,016	\$ 2,791,259	\$ 7,082,141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 224,860	\$ -	\$ 10,635,276	\$ (1,751,180)	\$ 8,884,096
Administrative Salaries	40,167	165,173	354,884	-	-	-	-	-	-	-	-	-	-	-	-	560,224	-	560,224
Auditing Fees	6,024	37,867	29,801	-	-	-	-	-	-	-	-	-	-	-	-	73,691	-	73,691
Management Fee	33,456	154,559	137,352	-	-	-	-	-	-	-	-	-	-	-	-	325,367	(325,367)	-

**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	4,613	37,305	85,845	-	-	-	-	-	-	-	-	-	-	-	-	127,762	(90,458)	37,305	
Advertising and Marketing	-	-	4,050	-	-	-	-	-	-	-	-	-	-	-	-	4,050	-	4,050	
Employee	15,093	45,825	97,494	-	-	-	-	-	-	-	-	-	-	-	-	158,412	-	158,412	
Office Expenses	16,017	48,042	44,068	-	-	-	-	-	-	-	-	-	-	-	-	108,127	-	108,127	
Legal Expense	-	6,551	-	-	-	-	-	-	-	-	-	-	-	-	-	6,551	-	6,551	
Training & Travel	2,392	6,938	6,559	-	-	-	-	-	-	-	-	-	-	-	-	15,889	-	15,889	
Other	2,236	15,601	57,241	-	-	-	-	-	-	-	-	-	-	-	-	75,078	-	75,078	
Total Operating - Admin.	119,997	517,860	817,294	-	-	-	-	-	-	-	-	-	-	-	-	1,455,152	(415,825)	1,039,327	
Asset Management Fee	8,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,400	(8,400)	-	
Salaries	924	54,340	-	-	-	-	-	-	-	-	-	-	-	-	-	55,264	-	55,264	
Employee Benefit	133	18,186	-	-	-	-	-	-	-	-	-	-	-	-	-	18,319	-	18,319	
Tenant Services -	216	50,861	673	-	-	-	-	-	-	-	-	-	-	-	-	51,750	-	51,750	
Total Tenant Services	1,273	123,387	673	-	-	-	-	-	-	-	-	-	-	-	-	125,333	-	125,333	
Water	18,424	104,921	665	-	-	-	-	-	-	-	-	-	-	-	-	124,010	-	124,010	
Electricity	18,930	193,748	4,295	-	-	-	-	-	-	-	-	-	-	-	-	216,974	-	216,974	
Gas	8,830	24,131	853	-	-	-	-	-	-	-	-	-	-	-	-	33,814	-	33,814	
Sewer	16,435	73,609	258	-	-	-	-	-	-	-	-	-	-	-	-	90,302	-	90,302	
Total Utilities	62,619	396,408	6,072	-	-	-	-	-	-	-	-	-	-	-	-	465,099	-	465,099	
Maintenance - Labor	134,469	214,679	-	-	-	-	-	-	-	-	-	-	-	-	-	349,148	-	349,148	
Maintenance - Materials	48,780	195,049	-	-	-	-	-	-	-	-	-	-	-	-	-	243,829	-	243,829	
Maintenance - Contracts	63,082	253,916	6,442	-	-	-	-	-	-	-	-	-	750	2,988	4,726	331,904	(6,977)	324,927	
Employee Benefits - Maint.	34,393	71,435	-	-	-	-	-	-	-	-	-	-	-	-	-	105,829	-	105,829	
Total Maintenance	280,724	735,079	6,442	-	-	-	-	-	-	-	-	-	750	2,988	4,726	1,030,709	(6,977)	1,023,732	
Protective Services - Labor	19,631	6,023	-	-	-	-	-	-	-	-	-	-	-	-	-	25,654	-	25,654	
Employee Benefit	6,025	1,849	-	-	-	-	-	-	-	-	-	-	-	-	-	7,874	-	7,874	
Total Protective Services	25,656	7,872	-	-	-	-	-	-	-	-	-	-	-	-	-	33,527	-	33,527	

**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	42,100	216,924	2,908	-	-	-	-	-	-	-	-	-	-	-	-	261,933	-	261,933		
Liability Insurance	4,901	-	4,567	-	-	-	-	-	-	-	-	-	-	-	-	9,468	-	9,468		
Workmen's Compensation	3,149	7,368	5,787	-	-	-	-	-	-	-	-	-	-	-	-	16,303	-	16,303		
All Other Insurance	3,036	14,327	-	-	-	-	-	-	-	-	-	-	-	-	-	17,363	-	17,363		
Total Insurance Premiums	53,186	238,619	13,262	-	-	-	-	-	-	-	-	-	-	-	-	305,067	-	305,067		
Other General Expenses	417	10,892	5,735	-	-	-	-	-	-	-	-	-	-	-	-	17,044	(12,416)	4,628		
Compensated Absences	15,680	50,005	31,858	-	-	-	-	-	-	-	-	-	-	-	-	97,543	-	97,543		
Payments in Lieu of Taxes	9,077	75,404	-	-	-	-	-	-	-	-	-	-	-	-	-	84,482	-	84,482		
Bad debt - Tenant Rents	(91)	10,432	-	-	-	-	-	-	-	-	-	-	-	-	-	10,342	-	10,342		
Total Other Expenses	25,084	146,734	37,592	-	-	-	-	-	-	-	-	-	-	-	-	209,410	(12,416)	196,994		
Interest of Mortgage Payable	-	199,371	-	-	-	-	-	-	-	-	-	-	-	-	-	199,371	-	199,371		
Interest on Notes Payable	-	285,872	-	-	-	-	-	-	-	-	-	-	-	-	-	285,872	-	285,872		
Amortization of Loan Costs	-	41,905	-	-	-	-	-	-	-	-	-	-	-	-	-	41,905	-	41,905		
Total	-	527,148	-	-	-	-	-	-	-	-	-	-	-	-	-	527,148	-	527,148		
Total Operating Expenses	\$ 576,939	\$ 2,693,106	\$ 881,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 2,988	\$ 4,726	\$ 4,159,845	\$ (443,618)	\$ 3,716,228	
Excess of Operating	\$ (39,923)	\$ 98,153	\$ 6,200,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (750)	\$ 221,873	\$ (4,726)	\$ 6,475,431	\$ (1,307,563)	\$ 5,167,868
Housing Assistance Payments	-	-	6,334,946	-	-	-	-	-	-	-	-	-	-	-	-	6,334,946	(1,398,020)	4,936,926		
Depreciation Expense	100,875	1,035,548	12,573	-	-	-	-	-	-	-	-	-	-	-	-	1,148,996	-	1,148,996		
Total Expenses	\$ 677,814	\$ 3,829,234	\$ 7,228,855	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750	\$ 2,988	\$ 4,726	\$ 11,744,367	\$ (1,841,638)	\$ 9,902,730	
Net Gain (Loss)	\$ (140,799)	\$ (1,037,975)	\$ (146,714)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (750)	\$ 221,873	\$ (4,726)	\$ (1,109,091)	\$ 90,458	\$ (1,018,633)	



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: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 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 0 voucher issuances per month. This reflects the HCV team's hard work with increasing lease ups and inflation in rent over the last year. CHA is not expected to issue any additional vouchers for the remainder of 2024. CHA added 13 new HCV lease ups for the month. There were 9 attritions for a gain of 0 new participants for the month of July. As of July 31, 2024, CHA had 66 voucher holders searching for homes.

HCV EOP Reasons:

Purchased a home -1

Port Out – 1

Voucher Expired/Failed to lease up – 1

Terminated/ Non-Compliance – 1

Terminated/Criminal – 1

Terminated/Vacated unit without notifying CHA – 1

Nursing Home - 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 July 31, 2024, there are 124 households receiving VASH program assistance - 101 HCV + 23 PBV (Patriot Place). CHA currently has 30 HCV VASH voucher holders searching for homes.

HUD VASH EOP Reasons:

Deceased - 1

Zero HAP - 1



Housing Authority of the City of Columbia, Missouri

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Mainstream Vouchers

Mainstream Vouchers are reserved for non-elderly disabled individuals. CHA has been awarded 49 Mainstream Vouchers. As of July 31, 2024, CHA has 36 vouchers leased with 5 voucher holders searching for a home.

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 July 31, 2024, CHA had 78 households receiving COC program assistance.

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 16 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:

Termination/Criminal - 1

Emergency Housing Vouchers (EHV) Program

CHA currently has 50 Emergency Housing Vouchers 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:

Port Out - 1

Tenant-Based Rental Assistance (TBRA) Program

CHA currently has 12 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.

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:

N/A

Recommended Commission Action

Review and consider the report.

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

July 31, 2024

HOUSING CHOICE VOUCHER = HCV + VASH + MAINSTREAM + PORT-INS																			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	\$ 7,909,344	\$ 659,112	\$ 224.49	\$ 643	\$ 690,689	\$ 31,577	1,074	1,212	1,074	1,020	54	54	19	151	89%	105%	89%	105%	7	0.7%	7	0.7%
Feb-24	\$ 7,218,655	\$ 656,241	\$ 216.18	\$ 656	\$ 715,394	\$ 90,729	1,090	1,212	2,164	991	99	153	13	112	90%	109%	89%	107%	13	1.2%	10	0.9%
Mar-24	\$ 6,503,261	\$ 650,326	\$ 212.53	\$ 655	\$ 698,050	\$ 47,724	1,066	1,212	3,230	985	81	234	8	130	88%	107%	89%	107%	13	1.2%	11	1.0%
Apr-24	\$ 5,805,211	\$ 645,023	\$ 211.97	\$ 671	\$ 708,436	\$ 63,413	1,056	1,212	4,286	950	106	340	14	106	87%	110%	88%	108%	19	1.8%	13	1.2%
May-24	\$ 5,096,775	\$ 637,097	\$ 210.87	\$ 678	\$ 713,129	\$ 76,032	1,052	1,212	5,338	924	128	468	11	110	87%	112%	88%	109%	12	1.1%	13	1.2%
Jun-24	\$ 4,383,646	\$ 626,235	\$ 211.96	\$ 692	\$ 719,369	\$ 93,134	1,040	1,212	6,378	883	157	625	20	103	86%	115%	88%	110%	15	1.4%	13	1.2%
Jul-24	\$ 3,664,278	\$ 610,713	\$ 210.51	\$ 698	\$ 728,088	\$ 117,376	1,043	1,212	7,421	841	202	827	13	110	86%	119%	87%	111%	9	0.9%	13	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 on 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 = 1212

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 - RAD Project Based Voucher (RAD-PBV) Program - Monthly Management Report

July 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	\$ 196,918	\$ 5,653	567	597	1,696	597	(30)	(95)	8	-	95.0%	103.0%	94.7%	101.7%	12	2.1%	7	1.2%
Apr-24	\$ 1,715,732	\$ 190,637	\$ 230.23	\$ 328	\$ 195,520	\$ 4,883	561	597	2,257	597	(36)	(131)	9	-	94.0%	102.6%	94.5%	101.9%	9	1.6%	7	1.3%
May-24	\$ 1,520,212	\$ 190,026	\$ 228.94	\$ 339	\$ 202,463	\$ 12,436	562	597	2,819	597	(35)	(166)	16	-	94.1%	106.5%	94.4%	102.8%	7	1.2%	7	1.3%
Jun-24	\$ 1,317,749	\$ 188,250	\$ 229.58	\$ 332	\$ 198,356	\$ 10,106	571	597	3,390	597	(26)	(192)	13	-	95.6%	105.4%	94.6%	103.3%	4	0.7%	7	1.2%
Jul-24	\$ 1,119,393	\$ 186,566	\$ 231.96	\$ 331	\$ 197,656	\$ 11,091	580	597	3,970	597	(17)	(209)	14	-	97.2%	105.9%	95.0%	103.7%	9	1.6%	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 - Tenant Based Rental Assistance - Monthly Management Report

July 31, 2024

Tenant Based Rental Assistance (TBRA)											
Month	Funds Available Through June 30, 2025	Projected Monthly Funds Available	Average Tenant Payment	Ave. HAP Payments + Deposits/Adjustment \$	Total Request (TRA+UAP+Dep/Adj)	HAP s Over/(Under) Authorized	Current Vouchers in Lease	Target Number of Vouchers	Number of Vouchers Over/(Under) Authorized	Vouchers Issued	
May-23	\$ 100,000	\$ 10,000	\$ 137.85	\$ 687	\$ 4,811	\$ (5,189)	7	15	(8)	3	
Jun-23	\$ 95,189	\$ 10,577	\$ 147.93	\$ 751	\$ 11,263	\$ 686	15	14	1	1	
Jul-23	\$ 83,926	\$ 10,491	\$ 129.38	\$ 725	\$ 10,878	\$ 387	15	14	1	1	
Aug-23	\$ 73,048	\$ 10,435	\$ 176.69	\$ 687	\$ 10,301	\$ (134)	15	15	(0)	1	
Sep-23	\$ 62,747	\$ 10,458	\$ 191.42	\$ 703	\$ 9,841	\$ (617)	14	15	(1)	1	
Oct-23	\$ 52,906	\$ 10,581	\$ 146.08	\$ 745	\$ 9,685	\$ (896)	13	14	(1)	2	
Nov-23	\$ 43,221	\$ 10,805	\$ 146.08	\$ 815	\$ 10,595	\$ (210)	13	13	(0)	3	
Dec-23	\$ 32,626	\$ 10,875	\$ 167.77	\$ 790	\$ 11,054	\$ 178	14	14	0	5	
Jan-24	\$ 21,572	\$ 10,786	\$ 66.29	\$ 725	\$ 11,603	\$ 817	16	15	1	2	
Feb-24	\$ 99,969	\$ 9,997	\$ 58.00	\$ 1,191	\$ 13,103	\$ 3,106	11	8	3	1	
Mar-24	\$ 86,866	\$ 9,652	\$ 51.56	\$ 1,128	\$ 11,276	\$ 1,624	10	9	1	0	
Apr-24	\$ 75,590	\$ 9,449	\$ 160.30	\$ 994	\$ 9,936	\$ 487	10	10	0	3	
May-24	\$ 65,654	\$ 9,379	\$ 102.25	\$ 989	\$ 9,886	\$ 507	10	9	1	2	
Jun-24	\$ 55,768	\$ 9,295	\$ 86.20	\$ 1,246	\$ 13,702	\$ 4,407	11	7	4	2	
Jul-24	\$ 42,066	\$ 8,413	\$ 86.20	\$ 1,017	\$ 11,189	\$ 2,776	11	8	3	1	
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In May 2023, one grant period funding was completed and another began. A \$100,000 grant authorized by the City is now being utilized through December 31, 2023.

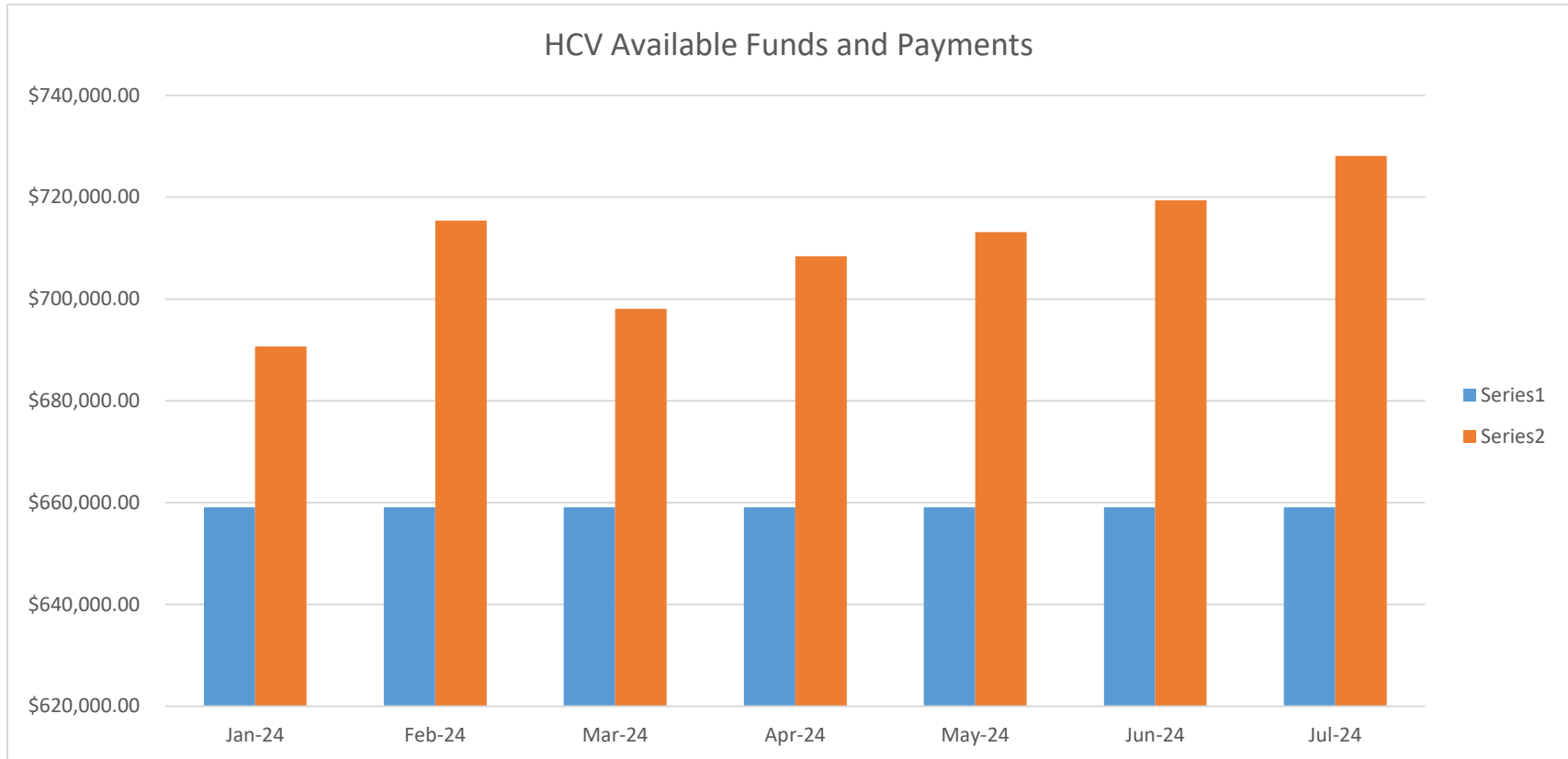
The \$100,000 grant period was extended and all funds were spent as of February 2024.

In February 2024, new grant funding was awarded by the City in the amount of \$90,000 for housing assistance expenses. This funding is available through June 30, 2025.

The \$90,000 has been added to the funds available column in February 2024 above.

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

July 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: Affordable Housing Operations

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 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 July 2024.

Discussion

In July, fourteen (14) families moved in or transferred units, and twelve (12) families moved out or transferred units. Of the twelve (12) families that moved out or transferred units, one (1) household transferred units, four (4) households were terminated, three (3) households moved to the private sector, three (3) tenants passed away and one (1) family moved to the Section 8 program. Out of 622 LIHTC/PBV units there were sixteen (16) vacant as of July 31, 2024, which is an overall occupancy rate of 97.40%. This is an increase from 97.10% occupancy on June 30, 2024. Of the sixteen (16) vacant LIHTC/PBV units, two (2) were vacant over 60 days. As of 7/31/2024 Amp. 1 had thirty-six (36) vacant units, which is an occupancy rate of 69.7%. 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 July 2024

Property	Total units	Occupancy for July 31, 2023	Occupancy for July 31, 2024	Occupancy as of 8/28/2024	#Vacant units under 0-60 days as of 7/31/2024	#Vacant units over 61 days as of 7/31/2024	Move-in July 2024	Move-outs July 2024	Rent unpaid for July 2024	Rents delinquent 31-60	Rents delinquent 61-90	Rents delinquent 90+
Amp 1 - PH	120	84.20%	70.00%	68.30%	2	34	0	1	\$1,688.60	\$422.50	\$302.39	\$3,719.19
Bear Creek	76	97.40%	98.70%	96.10%	1	0	2	1	\$10,041.06	\$1,778.86	\$47.50	\$2,210.21
Oak Tower	147	96.60%	97.30%	99.30%	4	0	4	5	\$2,474.76	\$323.37	\$325.47	\$2,114.29
Paquin Tower	200	98.00%	97.50%	99.00%	4	1	8	3	\$1,688.60	\$422.50	\$302.39	\$3,719.19
Stuart Parker	84	98.80%	98.80%	100.00%	1	0	0	0	\$12,107.55	\$757.00	\$565.00	\$7,760.58
BWW	54	96.30%	96.30%	96.30%	2	0	0	1	\$4,775.69	\$1,439.95	\$15.00	\$3,298.37
BWWII	36	91.70%	100.00%	100.00%	0	0	0	0	\$1,020.75	\$344.83	\$0.00	\$0.00
Patriot Place	25	96.00%	88.00%	100.00%	2	1	0	1	\$1,952.65	\$697.00	\$696.00	\$0.00



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: Resident Services

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4th, 2024

Re: Monthly Resident Services Report

Executive Summary

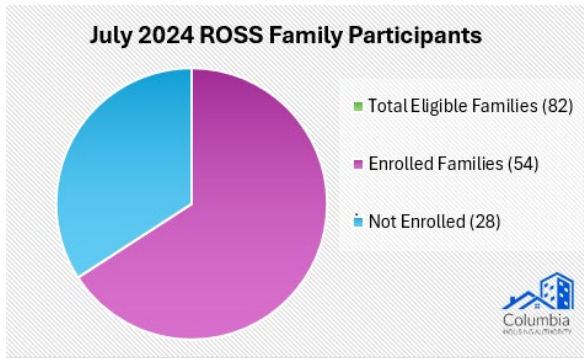
This report summarizes the Resident Services Department’s activities for July 2024.

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

- During July, the ROSS coordinator assisted multiple families in cleaning and organizing their homes to pass inspections. The coordinator also assisted residents with rent payments and basic needs items, such as cleaning supplies and hygiene products. The program secured an in-kind commitment from Central Bank of Boone County that will last through 2028. This commitment is a requirement for the upcoming grant proposal submission.





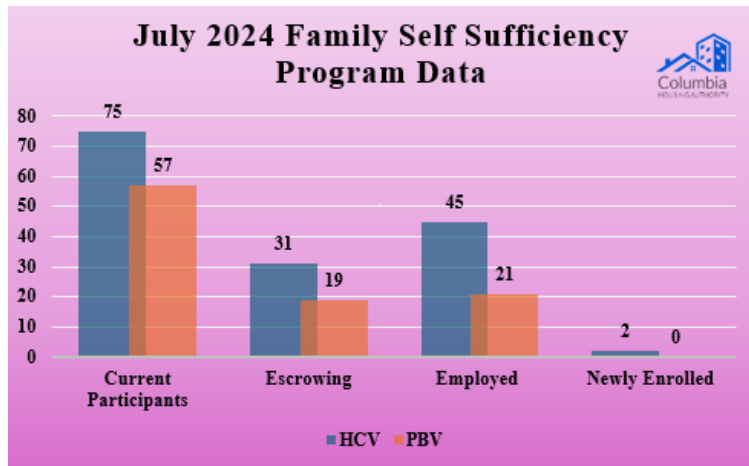
Housing Authority of the City of Columbia, Missouri

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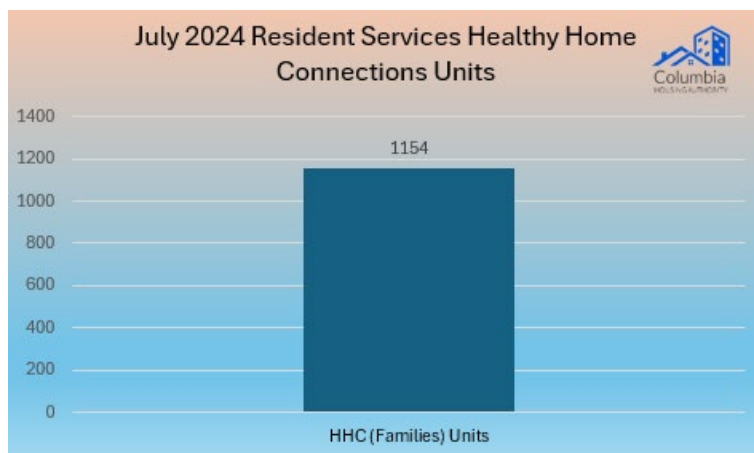
Family Self Sufficiency Program (FSS) – Serving Active FSS Participants from all CHA Housing Programs

During the month of July, coordinators worked on next steps with several participants that want to pursue homeownership. They collaborated with ProsperU to schedule one-on-one credit classes for participants. They completed the HUD mandated FSS training, assisted with running the Annie Fisher pantry, attended the nationwide FSS round table, and hosted their quarterly PCC meeting.



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

In the month of July, HHC Staff hosted a Back-to-School event at Stuart Parker where they provided families with backpacks, school supplies, a meal, and games. The team began handing out shoe and clothing vouchers to families. With two new staff persons, time was spent onboarding and training staff on policies, procedures, and best practices.





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July 2024 HHC Family Development Units



● HHC Family Development Units (29)



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

In the month of July, the Independent Living Coordinators held an ice cream social and 4th of July BBQ. Feeding Missouri came to assist residents with their snap applications. July was the first month without the mobile food trucks, so the coordinators managed the delivery of Market Boxes. The coordinators also began taking the residents to the Farmers Market on Saturday mornings.

The CHA CEO discussed moving the Annie Fisher Food Pantry to Paquin Tower at the August 22nd Resident Advisory Board (RAB) Meeting. This was presented as a potential solution to further supplement nutritional needs for Towers residents and decrease dependency on the Market Boxes, given additional logistical requirements. RAB members expressed support for this effort. The CHA CEO also met with City officials to discuss moving Parks and Recreation staff out of Paquin Tower to create more space for both the Food Pantry and Mental Health Services. City staff was receptive and supportive of this concept.

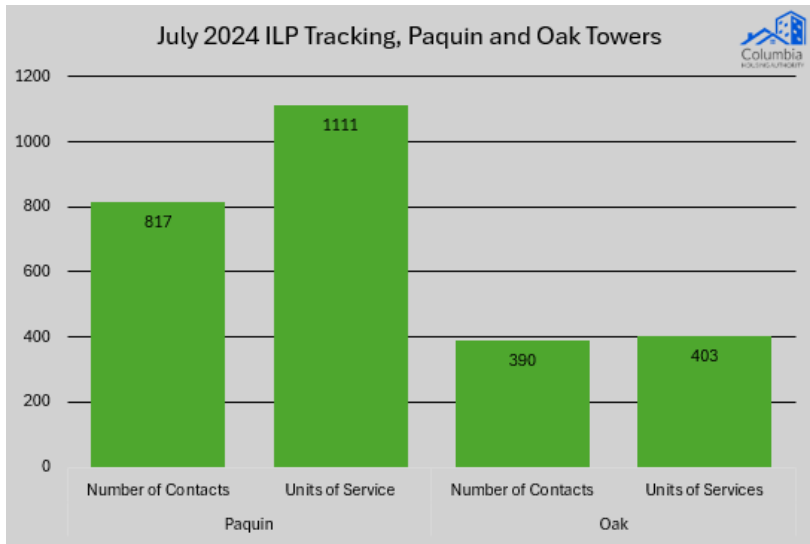




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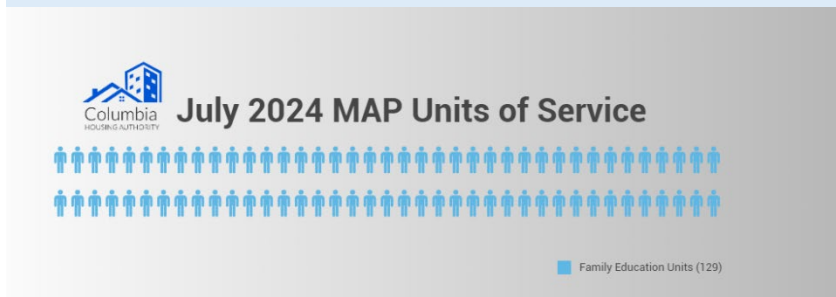
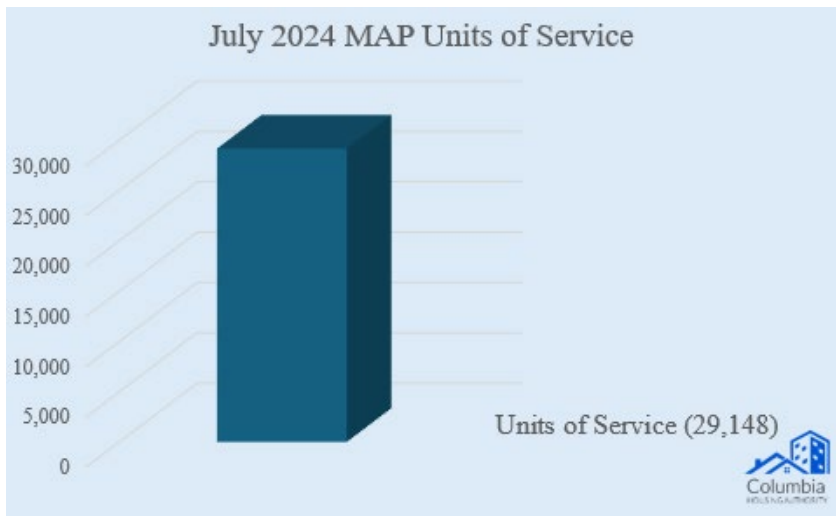
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Moving Ahead Program (MAP) - Afterschool and Summer Program

During the month of July, Moving Ahead had full-day programming. The students were able to go on several big trips; they went to the St. Louis Zoo, Skyzone, Mark Twain Water Park, the Magic House Museum, the St. Louis Science Center, and Big Surf. The Scouts also led the students on several Scouts Exploration trips where they were able to earn merit badges. MAP ended the month with a Back-to-School BBQ to finish out summer programming.





Recommended Commission Action

Review and consider the report.



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Department Source: Safety

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Safety Report

Executive Summary

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

Discussion

Yearly Totals for CHA Safety Report:

	January	February	March	April	May	June	July	August	September	October	November	December
	2024	2024	2024	2024	2024	2024	2024	2023	2023	2023	2023	2023
Bear Creek	4	8	7	4	4	6	3	4	7	3	1	7
Bryant Walk	3	4	4	4	4	4	4	1	3	3	0	0
Downtown	13	6	5	6	7	2	4	3	10	10	9	9
Oak Towers	10	8	10	9	5	7	8	4	10	3	5	6
Patriot Place	1	4	4	1	6	1	2	2	1	5	5	2
Paquin Towers	21	18	15	15	10	11	18	17	17	19	24	24
Stuart Parker	1	2	0	3	1	2	11	6	3	0	1	1
misc									0	0		
Total	53	50	45	48	37	33	50	33	51	43	45	48

CHA Safety most notable reports:

Adult Abuse	2	No arrest of residents.
Assault Felony	1	Previously discussed incident on Lincoln Dr.
Disturbance person	4	Mostly juveniles, no arrest.
Death investigations	3	None criminal.
Parking violations	11	One vehicle towed off property.
Trespass Warnings	6	One arrest of nonresident.

Joint Communications log:

	January	February	March	April	May	June	July	August	September	October	November	December
	2024	2024	2024	2024	2024	2024	2024	2023	2023	2023	2023	2023
Columbia Police Response	106	133	82	94	118	131	227	122	134	122	111	118
Columbia Police Reports	12	13	13	12	14	12	15	16	19	14	5	17
Fire/Ems	85	96	106	110	63	84	84	84	87	98	86	92
Total	203	242	201	216	195	227	326	222	240	234	202	227

Increased number of total calls. EMS and Fire remain average. Columbia Police responses have increased significantly; however, the reports remain average. After speaking with CPD about this, there are two CPD beat officers that are training new officers which usually generate more call volume.

Safety Department New Resident Move in:

- 10

Safety Department other activities:

- Annie Fisher Food Pantry hours for June: 24
 - Jeff Forck 8
 - Tara Thomason 8
 - Kevin Keith 8
- Moving Ahead Program pick up from School hours: 0
- Neighborhood activities: 8 hours at Stewart Parker back to school event
 - Kevin Keith 4
 - Tara Thomason 2
 - Jeff Forck 2

Recommended Commission Action

Review and consider the report.



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Department Source: Modernization

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Modernization Monthly Report

Executive Summary

This report provides a summary of work orders and total labor hours for July 2024.

Discussion

Property	Emergency W/O	NON Emergency W/O	Total W/O	Total Labor Hours
AMP 1	1	47	48	213.31
Bear Creek	1	31	32	49.26
Bryant WWII	1	21	22	24.25
Bryant WWI	1	28	29	63.85
Oak Towers	0	49	49	73.5
Paquin Tower	0	94	94	204.95
Patriot Place	0	8	8	149.12
Stuart Parker	0	39	39	55.10
Total all Properties	4	317	321	833.34

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

- Total work orders increased slightly.
- Labor hours at Patriot Place increased due to unit restoration of three units
- Flynn Well drilling has completed the installation of 6 new isolation valves at Paquin Tower.
- Renovations to the kitchen have started at Blind Boone.
- Staff are actively obtaining pricing for stair replacement at Patriot Place.
- Staff are evaluating the cost for roof replacement on one unit in Bryant Walkway I.
- 26 Ash trees have been identified as having Emerald Ash Borer and require removal.

Recommended Commission Action

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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: September 4, 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:

- Site work including tree removal, construction site fencing installation has been completed.
- Removal and replacement of unsuitable soil for building footprints started.
- The first draw meeting to be held September 5.

Park Avenue:

- Firm Submission submitted May 17. Limited follow up requests by MHDC, with no outstanding follow ups to date.
- The Site and Neighborhood Standards Assessment for HUD Fair Housing and Equal Opportunity (FHEO) review was approved on August 15th. A concept call with the RAD office has been requested. Awaiting scheduling of concept call to move towards financing plan submission.
- CHA staff is also conducting regular calls with contracted County ARPA staff, and conducted procurement call and flow of funds.
- Biweekly calls with Red Stone for closing due diligence have begun and CHA staff is currently working on the requirements.

Providence Walkway:

- MHDC 4% rolling application was submitted on July 9th, and all follow up requests have been submitted to MHDC. It is unknown at this time when the announcement for funding for this round of rolling applications will occur. CHA staff anticipates announcement in September or October.

Blind Boone Apartments:

- CHA Staff met with Crockett Engineering to review draft site plan and schedule Concept Review with the City Planning staff. This is scheduled for September 3.
- CHA staff and FHG have been working together to complete the application to MHDC. Applications are due by September 18th.

On-going Compliance



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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	Complete
	1/10 MHDC VAWA report all LIHTC properties	Complete
	1/15 Dec. Redstone occupancy report	Complete
	1/15 Sugar Creek/Gard. 4th quarter occupancy report	Complete
	1/20 Bond projects 4th quarter reports	Complete
	Insurance certificates out to investors	Complete
	1/31 MHDC Bear Creek-Stuart Parker/Paquin COL/AOC	Complete
	1/31 DED ARPA Federal Expenditures Reporting	Complete
February	MMVH – FHLB annual certification	Complete
	2/10 MHDC Vacancy Report all LIHTC Prop.	Complete
	2/10 MHDC VAWA Report all LIHTC Prop.	Complete
	2/15 Red Stone Jan Occup. Rep.	Complete
March	3/1 DED Quarterly Report	Complete
	3/10 MHDC Vacancy Report all LIHTC Prop.	Complete
	3/10 MHDC VAWA Report to all LIHTC Prop.	Complete
	3/15 Red Stone Feb Occup. Rep.	Complete
	3/31 IRS 8703 Certification for bond projects.	Complete
	3/31 MHDC Quarterly Utility Allowance Rep.	Complete
April	4/10 MHDC Vacancy Report all LIHTC Prop.	Complete
	4/10 MHDC VAWA Report all LIHTC Prop.	Complete
	4/15 Red Stone March Occupancy Rep.	Complete
	4/15 Sugar Creek/Gard 1st Quarter Occupancy Rep.	Complete
	4/20 Bond projects 1st Qtr Rep.	Complete
	4/30 BWW II and Oak COL/AOC due	Complete
May	5/10 MHDC Vacancy Report all LIHTC Prop.	Complete
	5/10 MHDC VAWA Report all LIHTC Properties	Complete
	5/15 Red Stone April Occupancy Report	Complete
	Cap. Fund Action Plan with ACC Amendment	Complete
June	Oak Tower – FHLB annual certification	Complete
	6/1 DED Quarterly Report	Complete
	6/10 MHDC Vacancy Report all LIHTC Prop.	Complete
	6/10 MHDC VAWA Report all LIHTC Prop.	Complete
	6/15 Red Stone May Occupancy Report	Complete
July	7/10 MHDC Vacancy Rep all LIHTC Prop.	Complete
	7/10 MHDC VAWA Report all LIHTC Prop.	Complete
	7/15 Red Stone June Occupancy Report	Complete
	7/15 Sugar Creek/Gard. 2nd Quarter Occupancy Report	Complete
	1/20 Bond projects 2nd Qtr Rep.	Complete
	7/5-8/25 PIC Cert of Units	Complete
	7/31 BWW COL/AOC	Complete
August	8/10 MHDC Vacancy Report all LIHTC Prop.	Complete
	8/10 MHDC VAWA Report all LIHTC Prop.	Complete
	8/15 Red Stone July Occupancy Report	Complete
	8/29 SPPT – FHLB annual certification	Complete
September	BC – FHLB annual certification	Complete
	9/1 DED Quarterly Report	Complete
	9/10 MHDC Vacancy Report all LIHTC Prop.	Complete



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	<p>9/10 MHDC VAWA Report all LIHTC Prop. 9/15 Red Stone August Occupancy Report 9/30 MHDC Quarterly Utility Allowance Rep.</p>	
October	<p>10/10 MHDC Vacancy Report all LIHTC Prop. 10/10 MHDC VAWA Report all LIHTC Prop. 10/15 Red Stone Sept. Occupancy Report 10/15 Sugar Creek/Gard 3rd Qtr. Occup. 10/20 Bond projects 3rd Qtr. Report 10/31 Patriot COL/AOC</p>	
November	<p>11/10 MHDC VAWA Report all LIHTC Prop. 11/15 Red Stone Oct. Occupancy Report</p>	
December	<p>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</p>	

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: September 4, 2024

Re: Human Resources Monthly Report

Executive Summary

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

Discussion

Current Open Positions:

- HCV Intake
- HCV Specialist

September Staff Anniversary's:

- 9/18: Hannah Elliott – 1yr
- 9/19: Alexis Atkinson- 2 yrs
- 9/22: Shelby Johnson – 8yrs
- 9/26: Charlee'ette Glover – 2yrs
- 9/26: Debbi Simmons – 13 yrs
- 9/28: Payton Woodruff – 3yrs
- 9/29: Gina McGee – 1yr

HR Activities:

- Updating Personnel Policy Handbook
- All supervisor meeting to update on performance reviews, FMLA, Workplace Injury Reporting, Attendance Log

I.T. Activities:

- Working with 43TC on computer upgrades

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: September 4, 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:

8/9: Simon Rose Radio Show. Randy, Michaela

8/16: Partnership Meeting with Burrell. Laura, Caitlin, Jeff, Randy

8/16: CHA-City Update Meeting with Director of Housing. Randy

8/20: CHA Tour for Chamber Chairperson, Adonica Coleman and 1st Ward Candidate Valerie Carroll. Randy, Michaela, Caitlin

8/23: Love, City, County, VUF Tiny Home Discussion. Randy, Laura, Jeff, Tawanda, Darcie

8/23: CHA Tour for 2nd Ward Council Person, Lisa Meyer. Randy, Michaela, Caitlin

8/28: CHA Staff Appreciation BBQ.

9/4: Chamber Quarterly QMB. Randy, Christina, Darcie

9/5: Chamber Governmental Affairs. Randy

9/6: St Louis HUD, Director of Community Planning Development, Dominique Waters. Randy, Tawanda

9/11: Housing Summit Planning Team. Event is October 24th. Randy, City, County

9/25: Paquin Tower Biscuits and Gravy. Randy, Samantha, Brandon

9/27: CHA Directors Luncheon.

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: September 4, 2024

Re: FY 2025 Operational Plan and 5-Year Strategic Plan Updates

Executive Summary

This memo provides a summary of the Columbia Housing Authority's (CHA) FY 2025 Operational Plan and 5-Year Strategic Plan Updates. This memo is intended to provide the CHA Board of Commissioners, staff, residents and partners with an overview of CHA 1-year CHA operational goals by department. CHA staff intended for 1-year goals to align with priorities identified within its 5-Year Strategic Plan, and on-going operations, and has identified four goal categories of operations, growth, process improvement and leadership development. CHA staff is providing this report to inform the board of guiding operational goals of each department and to obtain board considerations for 1-year goals. CHA staff will incorporate comments into the 1-year plan that will be considered by the board at its October meeting.

Discussion

This memo outlines the one-year operational goals for each CHA department for FY 2025. These goals are designed to align with CHA's strategic priorities and ensure continued excellence in our service delivery and operational efficiency.

FY 2025 Goals by Department

Affordable Housing Programs (Vouchers)

On-going Operations

- Maintain full utilization of all CHA voucher programs.

Process Improvement

- Refine administrative guidelines to clarify requirements and enhance participant access to Section 8 homeownership.
- Continue collaborating with other department directors to assist with implementation of HOTMA and update of PHA policies.

Growth

- Implement and lease up to 25 new VASH vouchers in Boone County to serve additional veterans.
- Onboard an additional Special Programs Specialist in coordination with VASH and Continuum of Care resources, adhering to budgetary and policy guidelines.

Leadership Development

- Support Special Programs Specialist and Housing Programs Manager in assisting with higher level operational duties.



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Affordable Housing Operations (Property Management)

On-going Operations

- Achieve and maintain occupancy rates of 98% for tower properties and 96% for family sites.

Process Improvement

- Continue collaborating with other department directors to assist with implementation of HOTMA and update of PHA policies.

Growth

- Establish waitlists for Kinney Point and Park Avenue Apartments.
- Develop a plan and procedures for ongoing compliance and special set-aside lease-ups.
- Coordinate and execute relocation activities for Park Avenue residents.

Leadership Development

- Identify and schedule fair housing training for staff across operations, voucher programs, safety, and resident services.

Facilities and Modernization

On-going Operations

- Support maintenance staff to ensure unit turns and work orders are completed in priority order and within desired timeframes.

Growth

- Monitor and ensure compliance with plans and specifications for LIHTC projects.
- Oversee expenditure of ARPA funding at Bear Creek.
- Supervise procurement and completion of renovations at Blind Boone facility.

Process Improvement

- Complete evaluation of each service and supply vendors for competitive pricing, and level of service.
- Re-bid pest control and complete procurement process.
- Develop a plan for inventory tracking and additional policies as needed in collaboration with Finance and Maintenance Departments.

Leadership Development

- Continue delegating tasks and supervising the Maintenance II family site supervisor.

Resident Services

On-going Operations

- Maximize current funding and seek additional sources to enhance CHALIS stability and impact.

Growth

- Program Expansion: Increase the number of individuals served by the Moving Ahead Afterschool and Summer Program.

Process Improvement

- Work with the Finance Department to develop regular financial reporting to the board for programs funded through CHALIS.

Leadership Development

- Training: Obtain trauma-informed care and crisis intervention training for staff.
- Training Manuals: Create written training manuals for each department program.



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Finance Department

On-going Operations

- Ensure monthly and annual operational requirements are met (AP, Section 8 Payments, VMS Reporting, 990 Submissions, Annual Audit, FDS Reporting, MHDC Financial Reports, Operating Subsidy, Capital Fund draw, Budget)

Process Improvement

- Continue to refine financial reporting for senior staff and CHA board.
- Maximize income streams for CHA's administrative costs, while ensuring full understanding of HUD cost allocation regulations.
- Refine procurement policies and conduct agency-wide training.
- Implement and train staff on a new credit card policy to enhance internal controls and process efficiency.

Leadership Development

- Collaborate with directors to improve understanding and ownership of financial information.

Affordable Housing Development and Compliance

On-going Operations

- Ensure completion of regular MHDC, Investor, Bond and FHLB reporting.

Growth

- Ensure Kinney Point change orders adhere to project 50% bond test requirements.
- Manage successful completion and fund draws according to sources for Kinney Point and Park Avenue.
- Work with HUD, MHDC, City, County and Investors to close by Dec/Feb 2024/2025.
- Track resident relocation at Park Avenue to ensure compliance.
- Facilitate the completion of zoning, engineering, and architectural designs for Providence Walkway if awarded LIHTC in 2024
- Complete Providence Walkway firm submission requirements and closing.
- If awarded LIHTC funding for Blind Boone renovations, facilitate the completion zoning, engineering and architectural designs

Process Improvement

- Increase team knowledge of completing regular MHDC, Investor, Bond and FHLB reporting as a part of software conversion planning.
- Continue collaborating with other department directors to assist with implementation of HOTMA and update of PHA policies.

Leadership Development

- Identify further training on development underwriting and pro forma for associated staff members.

Safety

On-going Operations

- Collaborate with residents, staff, and the community to identify and address safety problems on properties.
- Assist with social functions, including food pantry pickups and distributions, and transportation for MAP students.



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Growth

- Implement security camera plans for new properties.

Process Improvement

- Identify and repair/update current camera systems; develop replacement/repair plans.

Leadership Development

- Ensure all Safety Staff attend Fair Housing Training with other associated department staff.

Human Resources

On-going Operations

- Continue to ensure required HR duties are completed (hiring, payroll, open enrollment, performance reviews, FMLA requests, staff recognition).

Growth

- Review additional options for employee benefits and compile report for CEO and board.
- Implement an employee health fair.

Process Improvement

- Incorporate and implement personnel policy updates as approved by the CEO and board.

Leadership Development

- Ensure department directors and department employees are aware of and encouraged to complete on-going training.

CHA's Mission, Vision, Values and Five-Year Strategic Plan Goals (2024-2028)

Mission

Provide quality affordable housing opportunities with supportive and economic resources to eligible households in Columbia, Boone County.

Vision

To be our community's leading affordable housing provider with a diverse and expanding portfolio of safe, energy-efficient and affordable housing options connected to supportive resources that foster stability and upward mobility.

Values

1. **Integrity:** We act honestly and ethically in all aspects of our organization. We will continue to strengthen our policies and standards to best serve our mission.
2. **Accountability:** We are responsible, committed, and answerable to each other, to those we serve and to those who have entrusted us with resources.
3. **Respect:** We have respect for CHA residents, CHA staff and community partners by giving dignity and value to all.
4. **Diversity, Equity, and Inclusion:** We are committed to diversity, equity and inclusion in our staff, board, and services to residents. We recognize and value everyone's life experience, perspective, and culture.
5. **Safety:** We establish partnerships with CHA residents, CHA staff and other stakeholders to help create and maintain a safe environment.



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Five-Year Goals (2024-2028)

- 1. Renovate CHA's remaining public housing and expand CHA's affordable housing portfolio through additional development.**
 - Ensure successful financial closing on Kinney Point and Park Avenue redevelopment projects.
 - Secure funding for RAD conversion of remaining 120 public housing units.
 - Meet all required milestones necessary to complete construction of Kinney Point and Park Avenue.
 - Work with internal team and outside assistance as needed to maximize benefits to CHA through legal and financial structure of LIHTC projects.
 - Maintain effective communication with residents and partners on redevelopment plans and projects.

- 2. Expand the continuum of affordable housing services and partnerships with local organizations.**
 - Continue to expand CHA housing portfolio through the Columbia Community Housing Trust.
 - Continue to strengthen partnerships with homeless service providers to assist homeless individuals identify affordable housing units or special voucher programs.
 - Ensure CHA program requirements, operations and priorities are considered during collaboration.

- 3. Identify policies and procedures to ensure maximum utilization of CHA voucher programs and properties.**
 - Increase channels of communication across CHA Departments to ensure effective and efficient service to CHA residents and voucher program participants.
 - Update CHA Administration Plan and Admissions and Continued Occupancy Policy (ACOP) with HOTMA, landlord incentives, preferences, homeownership, grievance procedures and safety.
 - Align participant files and procedures between HCV and PBV.
 - Continue to identify outreach activities, incentives, and policies to attract and retain Section 8 landlords.

- 4. Ensure CHA Safety Officers foster a safe and supportive environment for CHA residents and staff.**
 - Attend and participate in Resident Advisory Board meetings to obtain feedback and provide answers regarding safety concerns on CHA property.
 - Meet regularly with CHA Staff to identify, plan for, and resolve together, problems that arise on CHA properties.
 - Work closely with local law enforcement, Fire, and EMS to quickly respond/investigate events on CHA properties.
 - Make daily connections with CHA residents and staff through daily walks/rounds of CHA properties.
 - Monitor security cameras to investigate criminal activity and or lease violations.
 - Evaluate, modify, and implement plans for additional security cameras or modifications to existing security cameras for CHA properties.



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5. Promote and expand programs providing supportive and economic resources.

- Provide Family Self-Sufficiency Coordinators, Resident Services Coordinators to assist residents living in CHA assisted housing.
- Continue and expand the Moving Ahead After-School & Summer Program, Healthy Homes Connection, Independent Living Programs, and homeless outreach.
- Continue and expand financial literacy and credit counseling programs, and the Annie Fisher Food Pantry. Make Moving Ahead a serving site for the food bank.
- Make The Blind Boone center more Kid friendly with renovations.
- Identify partnerships to connect CHA residents to vocational training, employment, educational and entrepreneurial programs.
- Identify partnerships to increase access and expanded hours of childcare for CHA residents.
- Continue and expand Independent Living Services and Support, transportation help for shopping and medical appointments, Annie Fisher Food Pantry, Opportunity Gardens, Parks and Recreation Adaptive Recreation programs, fitness centers, computer centers, Buddy System, Nutrition and Meal programs, and Health Clinics.
- Increase online presence through social media and promote services to residents.
- Create online communities for property residents and/or program participants.

6. Promote organizational policies to increase efficiency and capacity of CHA operations.

- Review and update CHA procurement policies and conduct procurement training for staff.
- Formulate CHA budget policies and procedures.
- Continue building standard operating procedures for each CHA department.
- Increase capacity of onboarding process for new hires.
- Identify contracted services for implementing new ERP system.
- Identify contracted services for reviewing CHA pay grades, positions and pay rates.

CHA staff will incorporate board feedback into the 1-Year PHA Plan that will be considered by the CHA Board of Commissioners at its October meeting. CHA staff also intends to include a more marketable format of the annual plan, and five-year plan, like the annual report materials completed in early 2024.

Recommended Commission Action

Review and consider the report.



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: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: CHA Marketing and Branding Request for Proposal

Executive Summary

This memo provides a summary of recent marketing efforts to date, as well as considerations for leveraging CHA brand strengths and opportunities for improvement. A draft RFP for marketing services was provided to the board at the previous meeting, and additional discussion was desired to assist in formulating shared goals between the board and staff as it relates to marketing and branding efforts.

This memo identifies marketing and branding efforts towards prospective participants, current residents, funders, community leaders and local non-profit partners.

Discussion

The CHA Board of Commissioner reviewed a potential draft RFP for marketing and branding to assist staff with assessing and furthering marketing and branding efforts. It was expressed to have a deeper discussion on this topic at the strategic planning retreat, therefor staff is providing further background information.

CHA is a well-recognized organization for providing affordable housing with supportive services to low-income households in Boone County. CHA has continued to receive positive recognition for on-going efforts and new initiatives to both sustain and broaden its impact. CHA's strengths include its number of households impacted annually, operational capacity, variety and depth of supportive services, tenure of service, record of successful operations, economic impact, and alignment with the need for more affordable housing. Current branding efforts in 2024 include the following:

- Organizational banners for events.
- Organizational table set-up for events.
- 1-Pager on CHA 2023 Impact Report.
- Trifold for CHA 2023 Impact Report.
- Sponsor housing session at Chamber Leadership visit to Madison.
- Gold Sponsor of Columbia Chamber of Commerce Annual Event.
- Press releases relating to Section 8 Voucher Program success, redevelopment efforts, and Moving Ahead Program staff success.
- Kinney Point Groundbreaking Event.
- Mayor Proclamation for Family Self-Sufficiency Program during Fair Housing month.
- Information sharing to City Council on County Commission regarding Section 8 Success.
- Radio appearances on several radio shows, including a session with Michaela Flores regarding the Moving Ahead Program.
- Participation in Project Homeless Connect.

Common CHA Brand Misperceptions and Opportunities to Increase Awareness



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1. Increase awareness of CHA impact on housing insecure and households that are homeless.
 - CHA's impact on homelessness could resonate further with partners and leaders.
2. Increase awareness of supportive services including basic needs, case management, independent living, afterschool programming, food pantry, family development, etc..
 - The depth and breadth of CHA's operations and services could be further highlighted.
3. Increase awareness that CHA residents move-up into market rate housing each year.
 - Approximately 100 households increased their incomes to move off CHA programs and this could be further highlighted.
4. Improvement of physical housing is a significant marketing and branding opportunity for the perception of CHA residents and the organization, due to perceptions, media and bias associated with public housing.
 - Improving the housing appearance may be the most important branding improvement for CHA residents and the organization.

Considerations and Opportunities for Marketing and Branding

- Procure firm to assist with further assessing CHA brand to assist with the following:
 - Assess brand strengths and opportunities for improvement.
 - Create continuity across materials. (agency and program specific materials).
 - Assess logo and provide any updates, including clarity/quality of graphic program used.
 - Review website and provide recommendations for improvement.
- Additional improvements to CHA housing and redevelopment efforts.
- Events around groundbreaking and completion of projects.
- Moving Ahead renovations and continued program growth.
- 70-year anniversary in April 2026 and alignment with Fair Housing month.

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: September 4, 2024

Re: National Association Organizations Overview

Executive Summary

This memo provides an overview of national association organizations that pertain to Columbia Housing Authority operations.

Discussion

There are several national associations representing affordable housing organizations, funders, public officials, and advocates. A summary of the Columbia Housing Authority's membership in trade associations with similar membership, including policy topics and upcoming events, is as follows:

Public Housing Authority Director's Association (PHADA)

PHADA consists of 1,900 member housing agencies representing over 1.9 million low-income housing units throughout the United States. Members manage small, medium, large, rural, and urban housing authorities that run programs including public housing, housing choice vouchers, Rental Assistance Demonstration (RAD), and a variety of other public-private partnership models.

The Association provides its members with important information, professional development, and advocacy to help them administer adequate, safe housing for those in need across America. PHADA also works closely with members of Congress in efforts to develop sensible and effective public housing statutes and obtain adequate funding for low-income housing programs, in addition to advocating before the U.S. Department of Housing and Urban Development (HUD) on a variety of regulations governing public housing nationwide.

PHADA Policy Topics

- Federal Appropriations Updates on HUD Funding Bill.
- Multi-family Property Insurance.
- HUD System and Regulatory Updates: Housing Information Portal (HIP) Conversion, HOTMA, NSPIRE Inspection Protocol.
- Update to Violence Against Women Act (VAWA).
- Green building and climate adaptation.

Upcoming PHADA Conferences

- 2024 Legislative Forum, September 8-10th.
- Commissioners' Conference, January 5-8th 2025.
- Annual Convention and Exhibition, May 13-16th.



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National Association of Housing and Redevelopment Officials (NAHRO)

NAHRO, established in 1933, is a membership organization of more than 26,000 housing and community development providers and professionals throughout the United States. The mission of the National Association of Housing and Redevelopment Officials (NAHRO) is to advance the creation of strong, sustainable, equitable, and affordable communities through advocacy, professional development, and empowerment of our diverse members. NAHRO members create and manage affordable housing for low- and middle-income families and support vibrant communities that enhance the quality of life for all. NAHRO members administer more than 3 million homes for more than 8 million people.

NAHRO Policy Topics

- HOME Proposed Rule Change.
- HUD System and Regulatory Updates: Housing Information Portal (HIP) Conversion, HOTMA, NSPIRE Inspection Protocol.
- Federal Appropriations Updates on HUD Funding Bill.
- Federal Improvements to LIHTC.

Upcoming NAHRO Conferences

- Summer Symposium, July 10-12th.
- National Conference & Exhibition, September 26-28th.
- Washington Conference, March 10-12th, 2025.

Missouri Chapter of National Association of Housing and Redevelopment Officials (MONAHRO)

MO NAHRO is committed to representing interests at the state and regional level, with HUD and other public interest groups. At the national level NAHRO has actively and effectively supported housing and community development issues for more than 75 years. MO NAHRO sponsors regional professional development training, informative conferences on housing and community development. MO NAHRO is a state chapter of the Southwest Regional Council of NAHRO. Southwest NAHRO is comprised of seven state chapters which include Oklahoma NAHRO, Arkansas NAHRO, Kansas NAHRO, Louisiana Housing Council, Missouri NAHRO, New Mexico NAHRO and Texas NAHRO. Southwest NAHRO is one of eight regional councils that comprise the membership of National NAHRO.

MO NAHRO Policy Topics

- White House Launches Plan to Expand Affordable Housing, Prevent Evictions.
- Missouri's New Law Criminalizing Homelessness Causing "Uncertainty & Fear."

Upcoming NAHRO Conferences/Trainings

- Maintenance Conference, Branson MO, October 29-31st.



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Missouri Workforce Housing Association (MOWHA)

MOWHA was incorporated in 2009 to advocate for affordable housing policy and to protect the state's affordable housing incentives. Given current economic realities, state incentives often make possible residential development projects that would otherwise be infeasible. Each of the following programs serves an important social purpose in addition to their proven economic benefits.

- Affordable Housing Assistance Program (AHAP)
- Missouri Housing Trust Fund
- Low-Income Housing Tax Credit (LIHTC) Program

MOWA Policy Topics

- Annual QAP Updates
- Inflation and Construction Costs, Operating Costs
- Multi-family Insurance
- Incorporating Energy Credits into Affordable Housing Properties
- Permanent Supportive Housing vs. Services Enriched
- Legislative Updates

MOWHA Conferences

- Annual Conference, May 29-31st.

Recommended Commission Action

Review and consider the report.



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Department Source: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

This memo provides an overview of CHA financial statements that will be provided moving forward. The new formats are structured to further clarify the Columbia Housing Authority's (CHA) financial performance.

Discussion

The new financial statements are intended to provide a more comprehensive view of CHA's financial health. These updates include both an income statement, balance sheet, and budget to actuals by fund. The previous format of financial statements will be included alongside the new ones to assist with the transition. The format will continue to be reviewed and improved moving forward.

CHA staff intends to provide the board and senior staff with information to support budgeting, financial oversight and strategic planning.

Recommended Commission Action

Review and consider the report and associated financial statements.



Housing Authority of the City of Columbia, Missouri

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Department Source: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

CHA Business Activities

Discussion

Balance Sheet Highlights

As of July 31, 2024, the balance sheet reflects the following key points:

- **Total Assets:** The total assets increased from \$33,852,720.19 to \$35,601,511.28. This increase was primarily driven by the growth in short-term assets, including significant increases in accounts receivable and notes receivable.
- **Cash Position:** The cash balance surged from \$67,753.38 to \$989,992.03, mainly due to the receipt of loans and other inflows from the Kinney Point Closing.
- **Liabilities:** Total liabilities grew from \$33,852,720.19 to \$35,491,837.95, with notable increases in both short-term and long-term liabilities, particularly bonds payable and notes payable associated with ongoing projects.
- **Equity:** The equity remains strong at \$20,722,780.80.

Income Statement Summary

The income statement for July 2024 shows the following:

- **Total Income:** The total income for Business Activities was \$642,470.49, with a projected year-end total of \$1,196,004.54, exceeding the annual budget by \$213,681.54. This was driven by higher-than-expected bond interest income and seller financing interest income. However, an adjustment has been made to the cash flow statement because much of this will remain in Accounts Receivable.
- **Total Expenses:** Expenses totaled \$532,797.16 year-to-date, with a significant portion allocated to bond interest expenses and personnel costs. The expenses are projected to remain within budget, but with certain areas, like insurance and maintenance, already exceeding their allocations.
- **Net Income:** The property achieved a net income of \$109,673.33, which is projected to improve significantly by the year-end, largely due to the high income and controlled expenses.

Cash Flow Insights

The cash flow statement as of July 31, 2024, reveals:

- **YTD Cash Movement:** The property experienced a positive cash flow, largely due to significant loans and disposal of land, bringing the ending cash balance to \$1,162,651.85.
- **Upcoming Cash Movements:** Upcoming cash movements are expected to include further income from operations and the repayment of payables, with a stable cash position anticipated by the year-end.

Budget vs. Actual Performance

A comparison of budgeted and actual performance shows:



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- **Income:** Actual income is trending ahead of budget, particularly in bond interest income and seller financing interest income. However, equipment rental income is lagging behind expectations, which could impact the overall year-end projections.
- **Expenses:** Expenses are generally within budget, though certain categories such as insurance and maintenance have already exceeded their annual budgets. Personnel costs are expected to stay within budget due to planned position eliminations.
- **Variance:** The positive income variance is expected to offset the higher-than-budgeted expenses, resulting in a favorable financial outcome for the year.

Key Notes

- **Asset Management:** The substantial increase in receivables and notes receivable highlights the importance of diligent asset management to ensure timely collections and mitigate potential risks.
- **Liabilities:** The increase in liabilities, particularly long-term debt, should be carefully monitored to ensure that debt servicing does not strain cash flows.
- **Budget Adjustments:** Given the variances observed, it may be prudent to revisit certain budget allocations, particularly in the areas of maintenance and insurance, to align them with actual spending patterns particularly for 2025.

Conclusion

The financial statements for July 2024 indicate that Business Activities is performing well above expectations in terms of income generation, while expenses are largely under control. However, the significant increase in liabilities and the ongoing reliance on receivables for cash flow necessitate ongoing vigilance. The property is on track to achieve a strong financial performance by the end of the year, provided that current trends continue.

Recommended Commission Action

Review and consider the report.

CHA Business Activities

Balance Sheet

As of July 31, 2024

Property	91-00		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, CHA BA, FIRST MID #0782	65,549.91	987,787.27	
DEVELOPMENT RESERVES, FIRST MID #3912	1,022.08	1,020.04	
REPLACEMENT RESERVES, FIRST MID #3884	1,181.39	1,184.72	
Cash Total	67,753.38	989,992.03	
2			
Short Term Assets			
A/R Mgmt Fees-Bear Creek	2,363.32	2,626.81	
A/R Mgmt Fees-Bryant WW	1,671.04	1,929.21	
A/R Mgmt Fees-Bryant WW II	1,059.56	1,179.18	
A/R Mgmt Fees-MMV	842.65	906.48	
A/R Mgmt Fees-Oak	5,462.78	5,782.34	
A/R Mgmt Fees-Stuart Parker	9,552.98	10,286.32	
Accounts Receivable, Non Dwelling	6,601.29	4,556.02	
Accrued BC Mgmt Fees Receivable	10,844.10	10,844.10	
Allowance for Doubtful Accounts-Non Dwelling	(2,400.00)	(2,400.00)	
Interest Receivable - Bryant WWII Seller Financing	98,452.20	117,182.03	
Interest Receivable - Oak Seller Financing	185,184.61	173,517.42	
Interest Receivable-BC A Bonds	3,050.73	3,202.23	
Interest Receivable-BC Other Notes Receivable	28,320.64	31,237.19	
Interest Receivable-BC Seller Financing	429,197.32	473,275.34	
Interest Receivable-Bryant WW Other Notes Receivable	630.65	625.56	
Interest Receivable-MMV Perm Loan	630.68	659.43	
Interest Receivable-Oak A Bonds	5,001.60	5,256.50	
Interest Receivable-Oak Other Notes Receivable	24,999.64	27,916.19	
Interest Receivable-SPPT A Bonds	8,077.64	40,358.93	
Interest Receivable-SPPT Other Notes Receivable	29,801.64	32,698.94	
Interest Receivable-SPPT Seller Financing	599,415.94	589,755.58	
Lease Receivable-LT	1,234,176.93	1,234,176.93	
Lease Receivable-ST	46,227.00	46,227.00	
Note Receivable - Bryant WW - HOME - non-current	550,000.00	550,000.00	
Note Receivable - Bryant WW CHA Loan	500,000.00	500,000.00	
Note Receivable - Bryant WWII - MHDC HOME Funds- non-current	625,438.00	625,438.00	

Note Receivable - MMV A BONDS non-current	270,274.84	263,512.20
Note Receivable - MMV NP#1 FHLB	500,000.00	500,000.00
Note Receivable - SPPT - FHLB - non-current	496,677.69	496,677.69
Note Receivable Bear Creek FHLB AHP non-current	500,000.00	500,000.00
Note Receivable MMV A BONDS current	11,645.75	11,645.75
Note Receivable Oak Seller Financing non-current	4,671,798.21	4,671,798.21
Note Receivable-Bear Creek Seller Financing	3,373,319.12	3,373,319.12
Note Receivable-Bryant WW MHDC Fund Balance - current	5,653.18	5,653.18
Note Receivable-Bryant WW MHDC Fund Balance non-current	224,695.86	221,420.49
Note Receivable-Bryant WWII Seller Financing	1,234,935.00	1,234,935.00
Note Receivable-Bryant WWII-City of Columbia HOME Funds	200,000.00	200,000.00
Note Receivable-SPPT Seller Financing	9,449,481.54	9,449,481.54
Note Recievable - Bear Creek A BONDS current	41,017.95	41,017.95
Note Recievable - Bear Creek A BONDS non-current	1,112,082.08	1,088,273.62
Note Recievable - Oak A BONDS current	63,037.40	63,037.40
Note Recievable - Oak A BONDS non-current	1,827,994.95	1,791,398.83
Note Recievable - Oak FHLB AHP non-current	500,000.00	500,000.00
Note Recievable - SPPT A BONDS current	75,000.00	75,000.00
Note Recievable - SPPT A BONDS non-current	3,825,000.00	3,825,000.00
Prepaid Expenses	-	3,474.14
Prepaid Insurance	2,791.77	10,649.71
Note Receivable - Kinney Point B Bonds non-current	-	85,172.88
Note Receivable-Kinney Point (Vet United) non-current	-	1,300,000.00
Short Term Assets Total	32,790,008.28	34,198,705.44

3

Long Term Assets

Accumulated Depreciation	(104,541.63)	(125,387.35)
Assets Held for Sale - Land	200.00	200.00
Assets, Nondwelling Structures	905,396.69	414,097.69
Land	70,000.00	-
Maintenance Vehicles & Equipment	67,475.47	67,475.47
Site Improvements/Infrastructure	56,428.00	56,428.00
Long Term Assets Total	994,958.53	412,813.81

(1) Asset Total	33,852,720.19	35,601,511.28
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(2) Liability

4

Short Term Liabilities

Accrued Payroll Taxes Payable	(867.09)	(852.24)
Accrued Retirement Payable	(532.95)	(679.73)
Accrued Vacation Leave - Current	(11,913.04)	(11,913.04)
Accrued Vacation Leave - Non-Current	(7,942.06)	(7,942.06)

Accrued Wages Payable	(11,632.93)	(11,328.72)
Accts Payable, Vendors & Contractors	(1,932.47)	(438.18)
Due To COCC	(9,459.99)	(294,173.52)
W/C Insurance Liability	(8,091.37)	(7,990.13)
Short Term Liabilities Total	(52,371.90)	(335,317.62)

5

Long Term Liabilities

BC Bond Interest Payable-A Bonds	(3,050.73)	(3,202.23)
BC Interest Payable-Other Notes Payable	(28,320.64)	(31,237.19)
Bond Payable-Bear Creek A Bonds current	(41,017.95)	(41,017.95)
Bond Payable-Bear Creek A Bonds noncurrent	(1,112,082.08)	(1,088,273.62)
Bryant WW Interest Payable - Other Notes Payable	(630.65)	(625.56)
Bryant WWII City of Columbia HOME Funds	(200,000.00)	(200,000.00)
Deferred inflow of resources	(1,238,536.57)	(1,238,536.57)
FHLB LONG TERM DEBT-CAPITAL PROJECT-BEAR CREEK	(500,000.00)	(500,000.00)
FHLB LONG TERM DEBT-CAPITAL PROJECT-MMV	(500,000.00)	(500,000.00)
FHLB LONG TERM DEBT-CAPITAL PROJECT-STUART PARKER	(496,677.69)	(496,677.69)
MMV Bond Interest Payable-Perm Loan	(630.68)	(659.43)
MMV Bonds Payable Series A - current	(11,645.75)	(11,645.75)
MMV Bonds Payable Series A - non current	(270,274.84)	(263,512.20)
Note Payable - Bryant WW CHA Loan	(500,000.00)	(500,000.00)
Note Payable - Bryant WW MHDC HOME FUNDS	(550,000.00)	(550,000.00)
Note Payable - Bryant WWII MHDC HOME FUNDS	(625,438.00)	(625,438.00)
Note Payable - CHA AHD current	(110,000.00)	(110,000.00)
Note Payable - CHA AHD noncurrent	(300,000.00)	(300,000.00)
Note Payable-Bryant WW MHDC Fund Balance - current	(5,653.18)	(5,653.18)
Note Payable-Bryant WW MHDC Fund Balance non-current	(224,695.86)	(221,420.49)
OT Bond Interest Payable-A Bonds	(5,001.60)	(5,256.50)
OT Bonds Payable FHLB AHP non-current	(500,000.00)	(500,000.00)
OT Bonds Payable Series A Bonds current	(63,037.40)	(63,037.40)
OT Bonds Payable Series A non-current	(1,827,994.95)	(1,791,398.83)
OT Interest Payable-Other Notes Payable	(24,999.64)	(27,916.19)
SPPT Bond Interest Payable-A Bonds	(8,077.64)	(40,358.93)
SPPT Bond Payable Series A - current	(75,000.00)	(75,000.00)
SPPT Bonds Payable Series A - non current	(3,825,000.00)	(3,825,000.00)
SPPT Interest Payable-Other Notes Payable	(29,801.64)	(32,698.94)
Kinney Point Bond Payable Series B - non-current	-	(85,172.88)
Note Payable-CCHT (Kinney Point Vet United) non-current	-	(1,300,000.00)
Long Term Liabilities Total	(13,077,567.49)	(14,433,739.53)

6

Equity

Investment in Net Fixed Assets	(994,758.53)	(994,758.53)
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Restricted Net Assets	(2,203.47)	(2,203.47)
Unrestricted Net Assets	(19,725,818.80)	(19,725,818.80)
Equity Total	(20,722,780.80)	(20,722,780.80)

(2) Liability Total	(33,852,720.19)	(35,491,837.95)
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Grand Total	-	109,673.33
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CHA Business Activities

Income Statement

As of July 31, 2024

Property 91-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Non-Dwelling Rentals	56,633.22	50,146.78	106,780.00	53.04%	99,585.52	(7,194.48) B
Income Total	56,633.22	50,146.78	106,780.00	53.04%	99,585.52	(7,194.48)
 20						
Other Income						
Bond Interest Income	195,035.14	104,052.86	299,088.00	65.21%	306,670.42	7,582.42
Equipment Rental Income-Bryant WW	1,890.00	(1,890.00)	-	0.00%	3,240.00	3,240.00
Equipment Rental Income-Bryant WWII	630.00	(630.00)	-	0.00%	1,080.00	1,080.00
Equipment Rental Income-Oak Towers	776.09	(776.09)	-	0.00%	1,330.44	1,330.44
Equipment Rental Income-Stuart Parker	5,285.00	(5,285.00)	-	0.00%	9,060.00	9,060.00
Fee for Service	-	-	-	0.00%	-	-
Interest Income-AHP Loans	8,730.40	(1,230.40)	7,500.00	116.41%	14,966.40	7,466.40 B
Interest Income-MHDC Loans	4,335.68	10,664.32	15,000.00	28.90%	7,441.30	(7,558.70) B
Interest Income-Seller Financing-Bear Creek	44,078.02	(15,078.02)	29,000.00	151.99%	75,562.32	46,562.32 B
Interest Income-Seller Financing-Bryant WWII	18,729.83	(13,617.83)	5,112.00	366.39%	32,108.28	26,996.28 B
Interest Income-Seller Financing-Oak Towers	61,589.85	4,410.15	66,000.00	93.32%	105,582.60	39,582.60 B
Interest Income-Seller Financing-Stuart Parker	143,868.34	7,131.66	151,000.00	95.28%	246,631.44	95,631.44 B
Interest on Investments	5,490.57	(5,490.57)	-	0.00%	7,044.90	7,044.90
Mgmt Fees-Non PH projects	1,601.08	1,079.92	2,681.00	59.72%	2,745.76	64.76
Other Income	3,485.63	15,771.37	19,257.00	18.10%	19,257.00	-
Property Mgmt Fees-Bear Creek	17,524.64	19,912.36	37,437.00	46.81%	29,795.66	(7,641.34) C
Property Mgmt Fees-Bryant Walkway	12,742.18	10,368.82	23,111.00	55.13%	21,625.94	(1,485.06) C

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
Property Mgmt Fees-Bryant WW II	7,844.44	6,234.56	14,079.00	55.72%	13,330.52	(748.48) C
Property Mgmt Fees-Mid-Mo Veterans	6,044.73	4,551.27	10,596.00	57.05%	10,276.50	(319.50) C
Property Mgmt Fees-Oak Towers	39,357.62	29,948.38	69,306.00	56.79%	67,150.56	(2,155.44) C
Property Mgmt Fees-Stuart Parker/Paquin Tower	71,045.81	55,330.19	126,376.00	56.22%	121,518.98	(4,857.02) C
Gain or loss from disposition of real property-Kinney Point	(64,247.78)	64,247.78	-	0.00%	-	-
Other Income Total	585,837.27	289,705.73	875,543.00	66.91%	1,096,419.02	220,876.02
(4) Income Total	642,470.49	339,852.51	982,323.00	65.40%	1,196,004.54	213,681.54
Grand Total	642,470.49	339,852.51	982,323.00	65.40%	1,196,004.54	213,681.54

CHA Business Activities

Expense Statement

As of July 31, 2024

Property 91-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	2,222.18	2,277.82	4,500.00	49.38%	4,500.00	-
Legal Expenses	-	-	-	0.00%	-	-
Memberships & Dues	-	300.00	300.00	0.00%	300.00	-
Professional Services	-	-	-	0.00%	-	-
Publications	-	-	-	0.00%	-	-
Contracted Services Total	2,222.18	2,577.82	4,800.00	46.30%	4,800.00	-
10						
Furniture & Equipment						
Office Equipment	109.34	(109.34)	-	0.00%	218.68	(218.68)
Office Furniture & Equipment	-	-	-	0.00%	-	-
Furniture & Equipment Total	109.34	(109.34)	-	0.00%	218.68	(218.68)
11						
Insurance						
Insurance-Liability	(195.55)	195.55	-	0.00%	(200.85)	200.85
Insurance-Other	696.68	(196.68)	500.00	139.34%	1,260.78	(760.78)
Insurance-Property	7,975.62	(6,635.62)	1,340.00	595.20%	10,975.62	(9,635.62)
Insurance Total	8,476.75	(6,636.75)	1,840.00	460.69%	12,035.55	(10,195.55)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	74.53	5,425.47	5,500.00	1.36%	2,500.00	3,000.00
Maint Contracts-Equipment Repairs	-	1,000.00	1,000.00	0.00%	500.00	500.00
Maint Contracts-Janitorial	2,071.16	2,428.84	4,500.00	46.03%	3,550.56	949.44
Maint Contracts-Landscape & Grounds	51.30	4,948.70	5,000.00	1.03%	102.60	4,897.40
Maint Contracts-Plumbing	60.00	(60.00)	-	0.00%	120.00	(120.00)
Maint Contracts-Trash Removal	730.73	519.27	1,250.00	58.46%	1,252.68	(2.68)
Maint Matl - Gasoline	-	50.00	50.00	0.00%	50.00	-
Maint Matl - Miscellaneous	165.54	3,834.46	4,000.00	4.14%	1,250.00	2,750.00
Maintenance & Repair Total	3,153.26	18,146.74	21,300.00	14.80%	9,325.84	11,974.16
13						
Marketing						
Advertising & Marketing	-	200.00	200.00	0.00%	-	200.00
Marketing Total	-	200.00	200.00	0.00%	-	200.00
14						
Other Expense						
Bond Interest Expense	195,035.14	94,388.86	289,424.00	67.39%	306,670.42	(17,246.42)
Depreciation	20,845.72	5,818.28	26,664.00	78.18%	35,735.44	(9,071.44)
Interest Expense-AHP Loans	8,730.40	(1,230.40)	7,500.00	116.41%	14,966.40	(7,466.40)
Other General Expenses	47,914.49	29,999.51	77,914.00	61.50%	77,914.00	-
Sundry, Miscellaneous	3,217.24	5,282.76	8,500.00	37.85%	5,000.00	3,500.00
Other Expense Total	275,742.99	134,259.01	410,002.00	67.25%	440,286.26	(30,284.26)
15						
Personnel						
Compensated Absences	11,339.29	(11,339.29)	-	0.00%	22,395.86	(22,395.86)
FICA/MEDICARE, Admin	13,562.75	18,266.25	31,829.00	42.61%	23,919.50	7,909.50
Health Ins, Admin	20,730.68	38,520.32	59,251.00	34.99%	32,493.30	26,757.70

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Insurance-Workers Comp	2,710.48	3,142.52	5,853.00	46.31%	4,781.02	1,071.98
Retirement Benefits, Admin	8,730.06	12,748.94	21,479.00	40.64%	15,063.14	6,415.86
Salaries - Administrative	169,359.18	246,703.82	416,063.00	40.71%	296,338.18	119,724.82
Staff Training	-	7,500.00	7,500.00	0.00%	5,000.00	2,500.00 D
Travel Expenses	-	2,500.00	2,500.00	0.00%	1,000.00	1,500.00
Personnel Total	226,432.44	318,042.56	544,475.00	41.59%	400,991.00	143,484.00
16						
Supplies						
Office Supplies	199.19	4,800.81	5,000.00	3.98%	2,500.00	2,500.00
Postage	19.50	80.50	100.00	19.50%	200.00	(100.00)
Supplies Total	218.69	4,881.31	5,100.00	4.29%	2,700.00	2,400.00
17						
Technology						
Computer/IT Expense	6,961.03	33,038.97	40,000.00	17.40%	40,000.00	-
Technology Total	6,961.03	33,038.97	40,000.00	17.40%	40,000.00	-
19						
Utilities						
Electricity	3,000.69	599.31	3,600.00	83.35%	4,673.86	(1,073.86)
Natural Gas	1,259.71	1,490.29	2,750.00	45.81%	2,362.90	387.10
Sewer	340.11	159.89	500.00	68.02%	600.24	(100.24)
Telephone	-	2,500.00	2,500.00	0.00%	-	2,500.00
Water	544.29	255.71	800.00	68.04%	920.72	(120.72)
Utilities Total	5,144.80	5,005.20	10,150.00	50.69%	8,557.72	1,592.28
20						
Other Income						
Interest Expense-MHDC Loans	4,335.68	10,664.32	15,000.00	28.90%	7,441.30	7,558.70
Other Income Total	4,335.68	10,664.32	15,000.00	28.90%	7,441.30	7,558.70

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Net Income	109,673.33	(180,217.33)	(70,544.00)		269,648.19	340,192.19
Add Back Depreciation	20,845.72	5,818.28	26,664.00		35,735.44	
Net Income Before Depreciation	130,519.05	(174,399.05)	(43,880.00)	-	305,383.63	

CHA Business Activities

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	65,549.91	Beginning Cash Operating	987,787.27
YTD AR Changes	(1,408,697.16)	Projected Income	553,534.05
Add Back Depreciation	20,845.72	Projected Expenses	(393,559.19)
Disposal of land	561,299.00	Add Back Depreciation	14,889.72
YTD AP Changes	282,945.72	Ending Cash	1,162,651.85
Loans	1,356,172.04	Pay Back COCC	(294,173.52)
YTD Income	642,470.49	Projected AR Changes	(208,772.64) E
YTD Expenses	(532,797.16)		659,705.69
	987,788.56		
Funded by Reserves	(1.29)		
	(1.29)		
Current Operating	987,787.27		
Balance Sheet Amount	987,787.27		
	(0.00)		

CHA Business Activities

Notes to Financial Statements

As of July 31, 2024

- A Transfers were done to pay back balances, current balance (08/26) \$148K with \$498K in Development Reserves.
- B Need to look through Debbi's notes of why the budget is so different.
- C Vacancies on properties
- D Planned position elimination and not filling of positions.
- E For interest income recorded but not received.



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

Central Office Cost Center

Discussion

Balance Sheet Highlights

As of July 31, 2024, the balance sheet reflects the following key points:

- **Total Assets:** Total assets decreased from \$1,056,134.98 to \$753,392.32, primarily due to a significant reduction in cash and accounts receivable.
- **Cash Position:** Cash decreased from \$389,023.71 to \$211,311.96. This decline is primarily due to operating activities and significant receivables.
- **Liabilities:** Total liabilities decreased from \$1,056,134.98 to \$850,009.15, driven by a reduction in operating loans payable and accounts payable. However, short-term liabilities remain substantial, with various accrued payroll and vendor payables.
- **Equity:** The equity position remains stable at \$480,897.90

Income Statement Summary

The income statement for July 2024 shows the following:

- **Total Income:** The Central Office generated \$262,896.70 in income year-to-date, with a projected year-end income of \$505,243.22, which is below the annual budget of \$549,036.00. This shortfall is primarily due to lower-than-expected management and bookkeeping fees.
- **Total Expenses:** Expenses totaled \$359,513.53 year-to-date, with significant costs in contracted services, personnel, and technology. The expenses are projected to stay within budget, with a year-end projection of \$588,497.24 against a budget of \$630,588.00.
- **Net Income:** The office is currently operating at a net loss of \$96,616.83. The projected year-end net income is expected to be negative at -\$81,552.00, highlighting ongoing financial challenges.

Cash Flow Insights

The cash flow statement as of July 31, 2024, reveals:

- **YTD Cash Movement:** The office experienced a substantial decrease in cash due to operating activities, with ending cash of \$211,161.96. The reduction in cash is attributed to changes in accounts receivable and accounts payable.
- **Upcoming Cash Movements:** Projected cash movements indicate some recovery, with expected income from operations and collections. However, the office must manage its operating loan balance and receivables to maintain liquidity.

Budget vs. Actual Performance

A comparison of budgeted and actual performance shows:



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- **Income:** Actual income is trailing the budget, primarily due to lower management fees and bookkeeping fees. The variances are expected to persist through year-end unless corrective actions are taken.
- **Expenses:** While total expenses are under budget, certain categories, such as legal expenses and insurance, have already exceeded their allocations. The variance in expenses suggests that cost controls need to be strengthened in specific areas.
- **Net Income:** The negative variance in net income is largely due to the shortfall in income, combined with higher-than-expected legal and contracted service expenses.

Key Notes

- **Receivables Management:** The significant increase in accounts receivable, particularly from other internal funds, requires close monitoring to ensure timely collections and avoid cash flow issues.
- **Debt Management:** The reduction in operating loans is a positive development, but ongoing vigilance is needed to prevent the reaccumulation of debt.
- **Expense Control:** Legal expenses and other contracted services have significantly exceeded the budget, necessitating a review of these costs and potential cost-saving measures.
- **Income Recovery:** To address the income shortfall, it is recommended that the office explores opportunities to increase management and bookkeeping fees and reassess the fee structures.

Conclusion

The financial statements for July 2024 reveal that the Central Office Cost Center is facing financial challenges, with a significant reduction in cash and a projected net loss for the year. While expenses are generally within budget, income is lagging, primarily due to lower-than-expected fees. Strategic actions focused on improving income and managing receivables will be crucial to stabilizing the office's financial position.

Recommended Commission Action

Review and consider the report.

Central Office Cost Center

Balance Sheet

As of July 31, 2024

	Sum of Begin	Sum of End
Property	90-00	
(1) Asset		
Cash		
CASH, CHA GENERAL FUND, FIRST MID #0656	388,873.71	211,161.96
Petty Cash Fund	150.00	150.00
Cash Total	389,023.71	211,311.96
2		
Short Term Assets		
Accounts Receivable, GPs & Dev Corp	170,965.05	(36,070.00)
Accounts Receivable, Other	-	47.16
Accrued B.C. Mgmt Fees Receivable	9,479.87	9,479.87
Due From 21st Century	25,608.19	76,891.22
Due From AMP 1 - Downtown	-	(24,460.79)
Due From Bear Creek Housing	157.94	(314.84)
Due From Bryant Walkway Housing	35.40	1,893.22
Due From Bryant WW II	298.17	7,582.81
Due From CACFP	8,222.33	-
Due From CCH Trust	215.03	(555.85)
Due from CHA Business Activities	9,459.99	294,173.52
Due From Continuum of Care	1,399.87	13,285.22
Due from CPS	6,206.36	-
Due From Emergency Housing Vouchers	1,479.77	23,688.21
Due From Kinney Point	-	797.60
Due From Mainstream Vouchers	144.35	2,439.74
Due from Mid-MO VASH	56.02	2,942.60
Due From Oak Towers Housing	(231.24)	10,127.48
Due From Other Funds	163,363.15	80,951.99
Due From Park Avenue	-	293.76
Due From Section 8	3,998.07	1,203.18
Due From SFSP	-	2,814.82
Due From Stuart Parker Paquin Housing	2,620.25	33,869.31
Due From TBRA	429.65	2,084.87
Prepaid Expenses	1,712.46	7,526.76
Prepaid Insurance	3,606.66	3,383.07
Short Term Assets Total	409,227.34	514,074.93

3

Long Term Assets		
Accumulated Depreciation	(120,957.57)	(121,654.57)
Land - Garth & Sexton	253,694.43	24,512.93
Maintenance Equipment	36,406.00	36,406.00
Office Equipment	88,741.07	88,741.07
Long Term Assets Total	257,883.93	28,005.43

(1) Asset Total	1,056,134.98	753,392.32
------------------------	---------------------	-------------------

(2) Liability**4**

Short Term Liabilities		
Accrued Payroll Taxes Payable	(987.84)	(1,456.53)
Accrued Retirement Payable	(402.01)	(713.96)
Accrued Vacation Leave - Current	(9,600.25)	(9,600.25)
Accrued Vacation Leave - Current ROSS	(3,602.11)	(3,602.11)
Accrued Vacation Leave - Non-Current	(6,400.14)	(6,400.14)
Accrued Vacation Leave - Non-Current ROSS	(2,401.40)	(2,401.40)
Accrued Wages Payable	(13,336.54)	(19,617.70)
Accts Payable, Vendors	(6,567.75)	(77,450.03)
Accts Payable, Vendors & Contractors	-	(733.34)
Interprogram Due To	(18,899.53)	-
W/C Insurance Liability	(28,202.21)	(35,549.62)
Wage Withholdings, Lively HSA	-	522.91
Wage Withholdings, Cafe Plan	(2,285.47)	(375.69)
Wage Withholdings, Health Insurance	3,814.21	7,406.28
Wage Withholdings, Life Insurance	19.50	19.50
Wage Withholdings, Miscellaneous	-	(0.01)
Wage Withholdings, Paytient	(1,216.10)	-
Wage Withholdings, United Way	(169.44)	(169.44)
Short Term Liabilities Total	(90,237.08)	(150,121.53)

5

Long Term Liabilities		
Operating Loans Payable	(485,000.00)	(218,989.72)
Long Term Liabilities Total	(485,000.00)	(218,989.72)

6

Equity		
Investment in Net Fixed Assets	(257,883.93)	(257,883.93)
Unrestricted Net Assets	(223,013.97)	(223,013.97)
Equity Total	(480,897.90)	(480,897.90)

(2) Liability Total	(1,056,134.98)	(850,009.15)
Grand Total	-	(96,616.83)
Net Income		(96,616.83)

Central Office Cost Center

Income Statement

As of July 31, 2024

Property 90-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget	
(4) Income							
Other Income							
Asset Mgmt Fees-AMP 1	8,400.00	6,000.00	14,400.00	58.33%	14,400.00	-	A
Bookkeeping Fees-AMP 1	4,612.50	5,107.50	9,720.00	47.45%	7,965.00	(1,755.00)	A
Bookkeeping Fees-EHV	2,715.00	(2,715.00)	-	0.00%	4,680.00	4,680.00	B
Bookkeeping Fees-Sec 8	85,845.00	77,295.00	163,140.00	52.62%	147,165.00	(15,975.00)	C
CFP Mgmt Fees-AMP 1	-	34,313.00	34,313.00	0.00%	34,313.00	-	A
Fee for Service	-	-	-	0.00%	-	-	
Interest on Investments	12,399.02	(3,724.02)	8,675.00	142.93%	22,216.34	13,541.34	D
Management Fees-EHV	4,344.00	(4,344.00)	-	0.00%	7,488.00	7,488.00	B
Management Fees-Section 8	137,352.00	118,632.00	255,984.00	53.66%	235,464.00	(20,520.00)	C
Other Income	5.90	(5.90)	-	0.00%	11.80	11.80	
Property Mgmt Fees-AMP 1	33,456.00	29,348.00	62,804.00	53.27%	57,772.80	(5,031.20)	A
Gain or loss from disposition of real property-Kinney Point	(26,232.72)	26,232.72	-	0.00%	(26,232.72)	(26,232.72)	
Other Income Total	262,896.70	286,139.30	549,036.00	47.88%	505,243.22	(43,792.78)	
(4) Income Total	262,896.70	286,139.30	549,036.00	47.88%	505,243.22	(43,792.78)	
Grand Total	262,896.70	286,139.30	549,036.00	47.88%	505,243.22	(43,792.78)	

Central Office Cost Center Expense Statement

As of July 31, 2024

Property 90-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	3,719.06	8,780.94	12,500.00	29.75%	12,500.00	-
Legal Expenses	13,880.00	(11,880.00)	2,000.00	694.00%	18,880.00	(16,880.00) E
Memberships & Dues	8,751.40	1,248.60	10,000.00	87.51%	10,000.00	-
Professional Services	-	-	-	0.00%	-	-
Publications	-	200.00	200.00	0.00%	500.00	(300.00)
Contracted Services Total	26,350.46	(1,650.46)	24,700.00	106.68%	41,880.00	(17,180.00)
9						
Fees						
Admin Fee Services	1,113.75	(1,113.75)	-	0.00%	2,227.50	(2,227.50) F
Fees Total	1,113.75	(1,113.75)	-	0.00%	2,227.50	(2,227.50)
10						
Furniture & Equipment						
Office Equipment	121.83	(121.83)	-	0.00%	243.66	(243.66)
Office Furniture & Equipment	-	-	-	0.00%	-	-
Furniture & Equipment Total	121.83	(121.83)	-	0.00%	243.66	(243.66)
11						
Insurance						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Insurance-Other	634.54	(334.54)	300.00	211.51%	834.54	(534.54) G
Insurance-Property	969.43	370.57	1,340.00	72.35%	1,340.00	-
Insurance Total	1,603.97	36.03	1,640.00	97.80%	2,174.54	(534.54)
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	74.53	425.47	500.00	14.91%	500.00	-
Maint Contracts-Equipment Repairs	-	1,500.00	1,500.00	0.00%	600.00	900.00
Maint Contracts-Janitorial	2,071.30	2,128.70	4,200.00	49.32%	4,200.00	-
Maint Contracts-Landscape & Grounds	2,580.30	419.70	3,000.00	86.01%	4,000.00	(1,000.00)
Maint Contracts-Trash Removal	-	-	-	0.00%	-	-
Maint Matl - Gasoline	642.73	607.27	1,250.00	51.42%	1,250.00	-
Maint Matl - Miscellaneous	122.91	1,127.09	1,250.00	9.83%	1,250.00	-
Maintenance & Repair Total	5,491.77	6,208.23	11,700.00	46.94%	11,800.00	(100.00)
13						
Marketing						
Advertising & Marketing	1,668.37	(1,593.37)	75.00	2224.49%	2,500.00	(2,425.00)
Marketing Total	1,668.37	(1,593.37)	75.00	2224.49%	2,500.00	(2,425.00)
14						
Other Expense						
Depreciation	697.00	(115.00)	582.00	119.76%	1,194.00	(612.00)
Other General Expenses	2,326.46	(2,326.46)	-	0.00%	2,500.00	(2,500.00) H
Sundry, Miscellaneous	9,960.46	5,039.54	15,000.00	66.40%	15,000.00	-
Other Expense Total	12,983.92	2,598.08	15,582.00	83.33%	18,694.00	(3,112.00)
15						
Personnel						
Benefits, Admin, Unemployment	50.00	(50.00)	-	0.00%	100.00	(100.00)
Compensated Absences	14,535.55	(14,535.55)	-	0.00%	28,431.84	(28,431.84) I

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
FICA/MEDICARE, Admin	16,288.53	13,563.47	29,852.00	54.56%	27,424.20	2,427.80
Health Ins, Admin	18,499.19	41,602.81	60,102.00	30.78%	30,942.80	29,159.20
Insurance-Workers Comp	3,303.02	2,549.98	5,853.00	56.43%	5,566.62	286.38
Retirement Benefits, Admin	7,461.35	11,655.65	19,117.00	39.03%	12,389.54	6,727.46
Salaries - Administrative	204,699.67	185,517.33	390,217.00	52.46%	340,744.36	49,472.64
Staff Training	6,102.92	13,897.08	20,000.00	30.51%	15,000.00	5,000.00
Travel Expense	491.35	2,008.65	2,500.00	19.65%	1,000.00	1,500.00
Personnel Total	271,431.58	256,209.42	527,641.00	51.44%	461,599.36	66,041.64
16						
Supplies						
Office Supplies	1,507.01	3,492.99	5,000.00	30.14%	3,000.00	2,000.00
Postage	3,503.38	496.62	4,000.00	87.58%	6,000.00	(2,000.00)
Supplies Total	5,010.39	3,989.61	9,000.00	55.67%	9,000.00	-
17						
Technology						
Computer/IT Expense	31,713.50	3,286.50	35,000.00	90.61%	35,000.00	- J
Technology Total	31,713.50	3,286.50	35,000.00	90.61%	35,000.00	-
19						
Utilities						
Electricity	1,431.77	868.23	2,300.00	62.25%	2,327.54	(27.54)
Natural Gas	284.40	715.60	1,000.00	28.44%	542.72	457.28
Sewer	86.01	113.99	200.00	43.01%	154.44	45.56
Telephone	-	1,300.00	1,300.00	0.00%	-	1,300.00
Water	221.81	228.19	450.00	49.29%	353.48	96.52
Utilities Total	2,023.99	3,226.01	5,250.00	38.55%	3,378.18	1,871.82
(8) Expense Total	359,513.53	271,074.47	630,588.00	57.01%	588,497.24	42,090.76

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Grand Total	359,513.53	271,074.47	630,588.00	57.01%	588,497.24	42,090.76
Net Income	(96,616.83)	15,064.83	(81,552.00)		(83,254.02)	(1,702.02)
Add Back Depreciation	697.00	(115.00)	582.00		1,194.00	
Net Income Before Depreciation	(95,919.83)	14,949.83	(80,970.00)	-	(82,060.02)	

Central Office Cost Center

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	388,873.71	Beginning Cash Operating	211,161.96
YTD AR Changes	(104,847.59)	Projected Income	242,346.52
Add Back Depreciation	697.00	Projected Expenses	(228,983.71)
Land Sale	229,181.50	Add Back Depreciation	497.00
YTD AP Changes	59,884.45	Ending Cash	225,021.77
Operating Loan	(266,010.28)	Collect from D/F?	
YTD Income	262,896.70	Operating note balance	(218,989.72)
YTD Expenses	(359,513.53)		
	211,161.96		
Funded by Reserves	-		
	-		
Current Operating	211,161.96		
Balance Sheet Amount	211,161.96		
	-		

Central Office Cost Center

Notes to Financial Statements

As of July 31, 2024

- A Many units are being left vacant for the upcoming demo, which decreases the fees.
- B. These vouchers are issued in September, but if families move or lose their voucher, they are not reissued.
- C The units budgeted for fees was 21924 and we are currently under 10K.
- D Amazing interest rates of almost 6%.
- E Find out about legal fees
- F Find out about admin fees
- G Are we paid in full?
- H What is this?
- I Did we pay out Pto?
- J Are we going to spend the rest of this?



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

CHA Affordable Housing Development, LLC

Discussion

Balance Sheet Summary

As of July 31, 2024, the balance sheet for the Affordable Housing Development shows:

- **Total Assets:** Total assets decreased from \$1,251,693.93 to \$1,083,463.68, primarily due to a reduction in accounts receivable and cash.
- **Cash Position:** Cash slightly decreased from \$70,316.01 to \$65,185.35. This change reflects ongoing operations and payments related to project activities.
- **Liabilities:** The total liabilities shifted from a credit balance of \$1,251,693.93 to \$1,103,719.57. This change is driven by variations in accounts payable and accrued expenses, reflecting the project's ongoing financial obligations.
- **Equity:** The equity position remains at \$1,234,953.50.

Income Statement Overview

The income statement highlights the following key points for July 2024:

- **Total Income:** The project generated \$61,539.15 in income year-to-date, primarily from developer fees and interest income. The projected year-end total income is \$69,443.18, exceeding the budgeted amount by \$61,485.18. This favorable variance is largely due to higher-than-expected interest income.
- **Total Expenses:** Expenses totaled \$81,795.04 year-to-date, with significant costs in personnel and other contracted services. The expenses are projected to remain within budget, with a year-end projection of \$133,315.28 against a budget of \$139,045.00.
- **Net Income:** The project is currently operating at a net loss of \$20,255.89. However, the projected year-end net loss is expected to improve to -\$63,872.10, which is better than the budgeted net loss of -\$131,087.00.

Cash Flow Analysis

The cash flow statement as of July 31, 2024, indicates:

- **YTD Cash Movement:** The project experienced a decrease in cash due to operating activities, with ending cash of \$65,185.35. The reduction is attributed to changes in accounts receivable and accounts payable.



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- **Upcoming Cash Movements:** Projected cash movements indicate that further income from developer fees and interest income will be needed to maintain liquidity. The project should focus on timely collections and managing expenses to ensure cash flow stability.

Budget vs. Actual Performance

The budget comparison shows the following:

- **Income:** Actual income is exceeding the budget, primarily due to higher-than-expected interest income. The variance is expected to result in a favorable year-end outcome.
- **Expenses:** Expenses are within budget, although certain categories, such as insurance and marketing, have exceeded their allocations. Cost control measures should be implemented to ensure these expenses do not negatively impact the overall budget.
- **Net Income:** The positive variance in income combined with controlled expenses is expected to result in a smaller-than-budgeted net loss, which is a positive sign for the project's financial health.

Key Notes and Considerations

- **Receivables Management:** The project has significant receivables, particularly from deferred developer fees. It is crucial to manage these receivables closely to ensure timely cash inflows.
- **Debt Management:** While the liabilities are decreasing, it is important to continue monitoring accounts payable and other liabilities to prevent any financial strain.
- **Expense Control:** Although overall expenses are within budget, specific areas like marketing and insurance need attention to avoid further budget overruns.

Conclusion

The financial statements for July 2024 suggest that the Affordable Housing Development project is progressing well, with income exceeding expectations and expenses under control. However, the ongoing net loss highlights the need for continued vigilance in managing cash flows, receivables, and expenses. Strategic focus on these areas will be critical to ensuring the project's financial sustainability.

Recommended Commission Action

Review and consider the report.

CHA Affordable Housing Development, LLC.

Balance Sheet

As of July 31, 2024

	Sum of Begin	Sum of End
Property	99-00	
(1) Asset		
Cash		
CASH, CHA DEV, FIRST MID #0712	70,316.01	65,185.35
Cash Total	70,316.01	65,185.35
2		
Short Term Assets		
A/R-Deferred Developer Fees	358,727.71	340,253.58
Accounts Receivable, Kinney Point Project	78,040.15	-
Interest Receivable-Def Developer Fees	53,506.24	62,381.68
Note Receivable - CHA BA - current	110,000.00	110,000.00
Note Receivable - CHA BA - noncurrent	300,000.00	300,000.00
Operating Loan Receivable	278,093.69	204,820.33
Prepaid Insurance	3,010.13	822.74
Short Term Assets Total	1,181,377.92	1,018,278.33
(1) Asset Total	1,251,693.93	1,083,463.68
(2) Liability		
4		
Short Term Liabilities		
Accounts Payable, COCC	(2,728.24)	144,014.13
Accrued Payroll Taxes Payable	(340.88)	(387.03)
Accrued Retirement Payable	(168.72)	(320.64)
Accrued Vacation leave-Current	(5,325.12)	(5,325.12)
Accrued Vacation Leave-Non-Current	(3,550.08)	(3,550.08)
Accrued Wages Payable	(4,620.60)	(5,343.84)
Accts Payable, Vendors & Contractors	(6.79)	-
W/C Liability CHA Affordable Housing	-	2,146.51
Short Term Liabilities Total	(16,740.43)	131,233.93
6		
Equity		
Unrestricted Net Assets	(1,234,953.50)	(1,234,953.50)
Equity Total	(1,234,953.50)	(1,234,953.50)

(2) Liability Total	(1,251,693.93)	(1,103,719.57)
Grand Total	-	(20,255.89)
Net Income		(20,255.89)

CHA Affordable Housing Development, LLC

Income Statement

As of July 31, 2024

Property 99-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Developer Fees	50,000.00	(50,000.00)	-	0.00%	50,000.00	50,000.00 A
Income Total	50,000.00	(50,000.00)	-	0.00%	50,000.00	50,000.00
20						
Other Income						
Interest Income-Bear Creek GP Operating Loan	-	-	-	0.00%	-	-
Interest Income-Bryant WW GP Operating Loan	568.15	(568.15)	-	0.00%	972.76	972.76
Interest Income-Bryant WWII GP Operating Loan	168.77	(168.77)	-	0.00%	288.96	288.96
Interest Income-Def Developer Fees	8,875.44	(8,875.44)	-	0.00%	15,215.04	15,215.04
Interest Income-Oak Towers GP Operating Loan	-	-	-	0.00%	-	-
Interest Income-Stuart Parker GP Operating Loan	-	-	-	0.00%	-	-
Interest on Investments	1,926.79	6,031.21	7,958.00	24.21%	2,966.42	(4,991.58)
Other Income Total	11,539.15	(3,581.15)	7,958.00	145.00%	19,443.18	11,485.18 B
(4) Income Total	61,539.15	(53,581.15)	7,958.00	773.30%	69,443.18	61,485.18
Grand Total	61,539.15	(53,581.15)	7,958.00	773.30%	69,443.18	61,485.18

CHA Affordable Housing Development, LLC

Expense Statement

As of July 31, 2024

Property 99-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	-	-	-	0.00%	-	-
Legal Expenses	-	1,500.00	1,500.00	0.00%	1,500.00	-
Contracted Services Total	-	1,500.00	1,500.00	0.00%	1,500.00	-
11						
Insurance						
Insurance-Other	231.98	18.02	250.00	92.79%	397.68	(147.68)
Insurance-Property	-	-	-	0.00%	-	-
Insurance Total	231.98	18.02	250.00	92.79%	397.68	(147.68)
12						
Maintenance & Repair						
Maint Contracts-Janitorial	-	-	-	0.00%	-	-
Maint Contracts-Landscape & Grounds	750.00	(750.00)	-	0.00%	1,050.00	(1,050.00)
Maintenance & Repair Total	750.00	(750.00)	-	0.00%	1,050.00	(1,050.00)
13						
Marketing						
Advertising & Marketing	1,990.00	(1,990.00)	-	0.00%	1,990.00	(1,990.00)
Marketing Total	1,990.00	(1,990.00)	-	0.00%	1,990.00	(1,990.00)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
14						
Other Expense						
Community Development Planning Expenses	2,210.00	(2,210.00)	-	0.00%	2,210.00	(2,210.00)
Sundry, Miscellaneous	227.06	1,272.94	1,500.00	15.14%	1,000.00	500.00
Other Expense Total	2,437.06	(937.06)	1,500.00	162.47%	3,210.00	(1,710.00)
15						
Personnel						
Compensated Absences	3,755.62	(3,755.62)	-	0.00%	7,226.28	(7,226.28)
FICA/MEDICARE, Admin	3,997.44	3,482.56	7,480.00	53.44%	6,611.58	868.42
Health Ins, Admin	11,213.59	5,544.41	16,758.00	66.91%	17,268.50	(510.50)
Insurance-Workers Comp	821.58	645.42	1,467.00	56.00%	1,356.84	110.16
Retirement Benefits, Admin	2,060.53	2,994.47	5,055.00	40.76%	2,975.66	2,079.34
Salaries - Administrative	51,016.56	46,758.44	97,775.00	52.18%	83,228.74	14,546.26
Staff Training	-	2,000.00	2,000.00	0.00%	1,000.00	1,000.00
Travel Expenses	153.11	1,846.89	2,000.00	7.66%	1,000.00	1,000.00
Personnel Total	73,018.43	59,516.57	132,535.00	55.09%	120,667.60	11,867.40 C
16						
Supplies						
Office Supplies	-	500.00	500.00	0.00%	500.00	-
Postage	435.12	(235.12)	200.00	217.56%	1,000.00	(800.00)
Supplies Total	435.12	264.88	700.00	62.16%	1,500.00	(800.00)
17						
Technology						
Computer/IT Expense	2,932.45	(432.45)	2,500.00	117.30%	3,000.00	(500.00)
Technology Total	2,932.45	(432.45)	2,500.00	117.30%	3,000.00	(500.00)
19						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Utilities						
Telephone	-	60.00	60.00	0.00%	-	60.00
Utilities Total	-	60.00	60.00	0.00%	-	60.00
(8) Expense Total	81,795.04	57,249.96	139,045.00	58.83%	133,315.28	5,729.72
Grand Total	81,795.04	57,249.96	139,045.00	58.83%	133,315.28	5,729.72
Net Income	(20,255.89)	(110,831.11)	(131,087.00)		(63,872.10)	67,214.90

CHA Affordable Housing Development, LLC

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	70,316.01	Beginning Cash Operating	65,185.35
YTD AR Changes	163,099.59	Projected Income	7,904.03
Add Back Depreciation	-	Projected Expenses	(51,520.24)
Equipment Purchases		Add Back Depreciation	-
YTD AP Changes	(147,974.36)	Ending Cash	21,569.14
Loans	-	Collect from D/F?	
YTD Income	61,539.15		
YTD Expenses	(81,795.04)		
	65,185.35		
Funded by Reserves	-		
	-		
Current Operating	65,185.35		
Balance Sheet Amount	65,185.35		
	-		

CHA Affordable Housing Development, LLC

Notes to Financial Statements

As of July 31, 2024

- A. Kinney Point portion, should be the only milestone hit in this year.
- B Need to look through Debbi's notes of why the budget is so different.
- C Planned position elimination and not filling of positions.



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

Low Income Housing Tax Credit Properties

Discussion

Balance Sheet Summary

The balance sheets for the LIHTC properties reveal the following key points:

- **Total Assets:**
 - All properties have a mix of cash, reserves, and receivables as their primary short-term assets, while long-term assets predominantly consist of land, dwelling structures, and other fixed assets.
 - Properties like Bryant Walkway and Bryant Walkway II maintain significant reserves but have seen reductions in their cash positions due to ongoing operational activities and maintenance expenses.
- **Liabilities:**
 - Short-term liabilities across the properties include accounts payable, accrued expenses, and tenant security deposits. Properties like Bryant Walkway II and Kinney Point have notable long-term liabilities, including notes payable and bonds.
 - The overall liabilities have remained relatively stable, with most properties seeing minor adjustments in payables and accrued expenses.
- **Equity:**
 - The equity positions for all properties is less than debt, which is typical for LIHTC properties due to the structure of the financing and tax credit equity investments. This reflects the ongoing reliance on debt and external funding to support operations and development.

Income Statement Overview

The income statements for July 2024 provide insight into the properties' operational performance:

- **Total Income:**
 - Properties like Bryant Walkway and Bryant Walkway II generated substantial rental income, although both fell short of their budgeted targets due to higher-than-expected vacancy rates and rental concessions.



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- Other income sources, such as interest income and tenant charges, contributed positively, but overall income still lagged behind budget expectations for several properties.
- **Total Expenses:**
 - Operating expenses, including maintenance, insurance, and contracted services, were generally within budget for most properties. However, there were notable overruns in maintenance and repair costs, particularly at Bryant Walkway II and Bryant Walkway, where extraordinary maintenance and higher-than-expected repair costs were incurred.
 - Personnel costs and utilities were also closely monitored, with most properties staying within budget, though some variances were observed due to higher utility usage and unplanned staff expenses.
- **Net Income:**
 - Net income for all properties was generally lower than budgeted, with several properties, such as Bryant Walkway and Kinney Point, operating at a net loss. Depreciation and interest expenses significantly impacted the net income figures, highlighting the need for continued focus on cost management and revenue enhancement strategies.

Cash Flow Analysis

The cash flow statements indicate varying financial activities across the properties:

- **YTD Cash Movement:**
 - Cash positions have decreased for most properties due to the combination of operating expenses, capital improvements, and debt servicing. Properties like Bryant Walkway and Bryant Walkway II have seen particularly sharp declines in their cash reserves.
 - The need to draw on reserves to cover operational shortfalls has been highlighted, particularly for properties facing higher-than-expected maintenance costs.
- **Projected Cash Movements:**
 - Projections suggest that several properties will need to continue utilizing reserves to maintain liquidity. The focus should be on managing receivables, controlling expenses, and exploring opportunities for increasing rental income to stabilize cash flows.

Budget vs. Actual Performance

The budget comparison reveals several key insights:

- **Income:**
 - Rental income fell short of budget across most properties, primarily due to higher vacancy rates and rental concessions. This shortfall is expected to continue unless corrective measures are implemented.
 - Other income sources, such as interest income, generally met or exceeded budget expectations, providing some relief to the overall income shortfall.
- **Expenses:**
 - While most properties managed to keep overall expenses within budget, specific categories such as maintenance, insurance, and extraordinary repairs saw significant variances. These



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overruns necessitate a review of budget allocations and spending practices to avoid further financial strain.

- Personnel costs were largely controlled, though some properties experienced variances due to unplanned staffing needs.
- **Net Income:**
 - The combination of lower-than-expected income and higher-than-expected expenses has resulted in net income figures falling short of budgeted targets. Continued attention to cost control and revenue enhancement will be essential to improve financial outcomes in the coming months.

Key Notes and Considerations

- **Maintenance Overruns:** Properties like Bryant Walkway and Bryant Walkway II have experienced significant maintenance cost overruns. It is recommended to review the maintenance schedules and explore potential cost-saving measures.
- **Revenue Enhancement:** To address the shortfall in rental income, efforts should be made to reduce vacancy rates, possibly through targeted marketing or tenant retention strategies.
- **Expense Control:** Given the overruns in certain expense categories, a detailed review of spending patterns is warranted, with a focus on implementing stricter cost controls where feasible.
- **Reserve Management:** The ongoing reliance on reserves to cover operational shortfalls highlights the need for careful reserve management. A strategy should be developed to rebuild reserves over time and ensure long-term financial stability.

Conclusion

The financial statements for July 2024 indicate that while the LIHTC properties are generally performing within expectations, there are areas that require immediate attention. The primary focus should be on addressing income shortfalls, controlling expenses, and managing cash flows effectively to ensure the continued viability of these properties.

Recommended Commission Action

Review and consider the report.

Patriot Place (Mid-Missouri Veterans Center)

Balance Sheet

As of July 31, 2024

Property	02-01		
		Beginning Balance	Current Balance
(1) Asset			
Cash			
CASH, MMV OPERATING, FIRST MID #9872	45,337.26	22,088.28	
Cash, Patriot Place Bond Fund- UMB #143119.2	1,684.86	1,698.19	
Cash, Patriot Place Compliance Fund- UMB #143119.5	807.53	829.87	
Change Fund-Laundry Mats	460.00	460.00	
Operating Reserve CENTRAL BANK #128451781	73,481.38	73,485.64	A
REPLACEMENT RESERVES, FIRST MID #9942	82,891.06	85,713.45	A
SECURITY DEPOSITS-MMV, FIRST MID #9928	13,591.50	15,525.64	
Special Needs Reserves-Held by MHDC	25,000.00	25,000.00	A
Cash Total	243,253.59	224,801.07	
 2			
Short Term Assets			
Accounts Receivable, Tenants	4,172.51	4,149.47	
Allowance for Doubtful Accounts	(3,108.65)	(3,108.65)	
HAP A/R	562.10	733.00	
Prepaid Expenses	1,590.00	3,398.29	
Prepaid Insurance	241.49	5,162.83	
Short Term Assets Total	3,457.45	10,334.94	
 3			
Long Term Assets			
Accumulated Amoritzation of LIHTC Fees	(14,758.55)	(15,680.99)	
Accumulated Amortization of Loan Costs	(41,098.07)	(44,259.71)	
Accumulated Depreciation	(924,404.40)	(996,343.55)	
Assets, Dwelling Structures	3,540,796.00	3,540,796.00	
Assets, Land	122,500.00	122,500.00	
Assets, Non-Dwelling Structures	38,431.50	38,431.50	
Community Space Furniture & Equipment	12,531.68	12,531.68	
Dwelling Appliances & Furniture	112,687.00	112,687.00	
Office Furniture & Equipment	5,240.30	5,240.30	
Site Improvements/Infrastructure	415,953.00	415,953.00	
Tax Credit Fees	18,448.00	18,448.00	
Unamortized Loan Costs	101,161.00	101,161.00	

Long Term Assets Total	3,387,487.46	3,311,464.23
(1) Asset Total	3,634,198.50	3,546,600.24
(2) Liability		
4		
Short Term Liabilities		
A/P-Mgmt Fees, CHA BA	(842.65)	(906.48)
Accounts Payable, COCC	(56.02)	(2,942.60)
Accrued Payroll Taxes Payable	(104.71)	(128.55)
Accrued Retirement Payable	(73.56)	(98.28)
Accrued Vacation Leave - Current	(1,782.37)	(1,782.37)
Accrued Vacation Leave - Non-Current	(1,188.24)	(1,188.24)
Accrued Wages Payable	(1,458.96)	(1,795.79)
Accts Payable, Vendors & Contractors	(2,634.33)	-
Asset Management Fees Payable	(8,715.17)	(4,288.67)
Property Taxes Payable	-	(3,723.00)
Security Deposits, Tenants	(13,524.00)	(15,449.94)
Tenant Prepaid Rents	(4,081.22)	-
W/C Insurance Liability	(309.68)	(386.72)
Short Term Liabilities Total	(34,770.91)	(32,690.64)
5		
Long Term Liabilities		
Bond Interest Payable, A Bonds	(630.68)	(659.43)
Note Payable CCHT #2 - AHAP, non-current	(1,237,680.88)	(1,221,035.56)
Note Payable CCHT #3 - MFH, non-current	(460,350.58)	(454,201.06)
Note Payable CHA #1 - FHLB, non-current	(500,000.00)	(500,000.00)
Perm Loan - Current	(11,645.75)	(11,645.75)
Perm Loan - non current	(270,274.84)	(263,512.20)
Long Term Liabilities Total	(2,480,582.73)	(2,451,054.00)
6		
Equity		
Federal LIHTC Equity-Red Stone	(1,116,532.52)	(1,116,532.52)
GP Equity-Mid MO Veterans Housing GP	(103.00)	(103.00)
Other change in Equity - Net Cash Flow Distribution SLP	20.99	20.99
Other change in Equity - Syndication Fees	30,000.00	30,000.00
Retained Earnings, MMVHDG, LP	564,999.67	564,999.67
State LIHTC Equity-SCC	(599,295.00)	(599,295.00)
Equity Total	(1,118,844.86)	(1,118,844.86)
(2) Liability Total	(3,634,198.50)	(3,602,589.50)

Grand Total	-	(55,989.26)
Net Income		(55,989.32)

Patriot Place (Mid-Missouri Veterans Center)

Income Statement

As of July 31, 2024

Property 02-01

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Dwelling Rent	67,215.08	46,672.92	113,888.00	59.02%	113,486.16	(401.84)
HAP Subsidy	56,559.92	41,102.08	97,662.00	57.91%	97,662.00	-
Non-Dwelling Rentals	-	-	-	0.00%	-	-
Vacancies-Rent Loss to Lease	(2,023.84)	(92.16)	(2,116.00)	95.64%	(3,500.00)	(1,384.00)
Vacancies-Rental Concessions	(1,028.06)	1,028.06	-	0.00%	(2,100.00)	(2,100.00)
Vacancy Loss	(255.57)	(1,860.43)	(2,116.00)	12.08%	(600.00)	1,516.00
Income Total	120,467.53	86,850.47	207,318.00	58.11%	204,948.16	(2,369.84)
20						
Other Income						
Cable TV	-	-	-	0.00%	-	-
Dividend Income	35.61	(35.61)	-	0.00%	60.66	60.66
Fee for Service	-	-	-	0.00%	-	-
Interest on Investments	1,898.18	1,101.82	3,000.00	63.27%	3,355.84	355.84
Interest on Replacement Reserves	2,763.37	1,236.63	4,000.00	69.08%	4,663.26	663.26
Laundry Income	1,293.00	707.00	2,000.00	64.65%	2,120.00	120.00
Non-Dwelling Work Orders	-	1,300.00	1,300.00	0.00%	750.00	(550.00)
Other Income	400.00	900.00	1,300.00	30.77%	1,000.00	(300.00)
Other Income - Work Orders	-	-	-	0.00%	-	-
Other Tenant Charges	724.50	(724.50)	-	0.00%	724.50	724.50
Other Income Total	7,114.66	4,485.34	11,600.00	61.33%	12,674.26	1,074.26
(4) Income Total	127,582.19	91,335.81	218,918.00	58.28%	217,622.42	(1,295.58)
Grand Total	127,582.19	91,335.81	218,918.00	58.28%	217,622.42	(1,295.58)

Patriot Place (Mid-Missouri Veterans Center)

Expense Statement

As of July 31, 2024

Property 02-01

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	1,521.96	2,252.04	3,774.00	40.33%	3,774.00	-
Inspections	853.00	(853.00)	-	0.00%	1,500.00	(1,500.00)
Legal Expenses	519.50	(19.50)	500.00	103.90%	750.00	(250.00)
Memberships & Dues	111.05	(47.05)	64.00	173.52%	200.00	(136.00)
Professional Services	165.00	1,085.00	1,250.00	13.20%	1,000.00	250.00
Contracted Services Total	3,170.51	2,417.49	5,588.00	56.74%	7,224.00	(1,636.00)
9						
Fees						
Asset Mgt Fee - Federal LIHTC	3,183.18	3,183.16	6,366.34	50.00%	6,366.36	(0.02)
Asset Mgt. Fee - State LIHTC	1,567.86	1,567.80	3,135.66	50.00%	3,135.72	(0.06)
Property Mgmt Fees	6,044.73	4,551.27	10,596.00	57.05%	10,276.50	319.50
Trustee Fee	3,492.52	(3,492.52)	-	0.00%	6,455.04	(6,455.04) B
Fees Total	14,288.29	5,809.71	20,098.00	71.09%	26,233.62	(6,135.62)
10						
Furniture & Equipment						
Office Furniture & Equipment	-	100.00	100.00	0.00%	100.00	-
Furniture & Equipment Total	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
11						
Insurance						
Insurance-Other	1,689.19	(1,419.19)	270.00	625.63%	2,000.00	(1,730.00)
Insurance-Property	4,983.19	10,125.81	15,109.00	32.98%	15,109.00	-
Insurance Total	6,672.38	8,706.62	15,379.00	43.39%	17,109.00	(1,730.00)
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	3,442.53	8,557.47	12,000.00	28.69%	5,000.00	7,000.00
Maint Contracts-Electrical	-	100.00	100.00	0.00%	100.00	-
Maint Contracts-Elevator	-	-	-	0.00%	-	-
Maint Contracts-Equipment Repairs	-	50.00	50.00	0.00%	50.00	-
Maint Contracts-Extermination	2,955.00	4,139.00	7,094.00	41.65%	6,000.00	1,094.00
Maint Contracts-Heating & Cooling	-	100.00	100.00	0.00%	100.00	-
Maint Contracts-Landscape & Grounds	3,762.65	537.35	4,300.00	87.50%	6,000.00	(1,700.00)
Maint Contracts-Plumbing	8.00	192.00	200.00	4.00%	100.00	100.00
Maint Contracts-Snow Removal	416.50	(416.50)	-	0.00%	416.50	(416.50)
Maint Contracts-Trash Removal	2,703.75	2,296.25	5,000.00	54.08%	5,000.00	-
Maint Contracts-Unit Turnaround	404.58	(404.58)	-	0.00%	404.58	(404.58)
Maint Matl - Gasoline	137.77	62.23	200.00	68.89%	300.00	(100.00)
Maint Matl - Miscellaneous	7,604.07	595.93	8,200.00	92.73%	14,000.00	(5,800.00)
Maint Matl - Tools & Equipment	-	50.00	50.00	0.00%	50.00	-
Maintenance Equipment Rentals	-	-	-	0.00%	-	-
Maintenance & Repair Total	21,434.85	15,859.15	37,294.00	57.48%	37,521.08	(227.08)
13						
Marketing						
Advertising & Marketing	-	50.00	50.00	0.00%	50.00	-
Marketing Total	-	50.00	50.00	0.00%	50.00	-

14

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Other Expense						
Amortization of Tax Credit Fees	922.44	922.56	1,845.00	50.00%	1,845.00	-
Amortized Loan Costs	3,161.64	3,161.36	6,323.00	50.00%	6,323.00	-
Collection Losses	1,990.44	3.56	1,994.00	99.82%	2,000.00	(6.00)
Depreciation	71,939.15	51,384.85	123,324.00	58.33%	123,324.00	-
Extraordinary Maintenance	5,285.00	(5,285.00)	-	0.00%	6,000.00	(6,000.00) C
Interest Expense-Seller Financing	-	-	-	0.00%	-	-
Mid-MO Veterans Bond Interest Expense	4,776.15	3,309.85	8,086.00	59.07%	8,100.00	(14.00)
Other General Expenses	666.30	(666.30)	-	0.00%	1,000.00	(1,000.00)
Other General Expenses-Retained Earnings Distribution	3.24	(3.24)	-	0.00%	3.24	(3.24)
Property Taxes	3,723.00	3,723.00	7,446.00	50.00%	7,446.00	-
Sales Tax	71.31	(71.31)	-	0.00%	100.00	(100.00)
Sundry, Miscellaneous	420.31	179.69	600.00	70.05%	800.00	(200.00)
Other Expense Total	92,958.98	56,659.02	149,618.00	62.13%	156,941.24	(7,323.24)

15

Personnel

Compensated Absences	2,176.29	(2,176.29)	-	0.00%	3,807.20	(3,807.20)
FICA/MEDICARE, Admin	486.32	77.68	564.00	86.23%	835.98	(271.98)
FICA/MEDICARE, Maintenance	544.76	406.24	951.00	57.28%	931.68	19.32
FICA/MEDICARE, Protective Services	494.10	445.90	940.00	52.56%	836.12	103.88
FICA/MEDICARE, Res Services	-	-	-	0.00%	-	-
Health Ins, Admin	1,126.18	685.82	1,812.00	62.15%	1,950.40	(138.40)
Health Ins, Maintenance	1,673.79	1,425.21	3,099.00	54.01%	2,869.30	229.70
Health Ins, Protective Services	1,072.53	297.47	1,370.00	78.29%	1,835.66	(465.66)
Health Ins, Res Services	-	-	-	0.00%	-	-
Insurance-Workers Comp	318.53	23.47	342.00	93.14%	342.00	-
Retirement Benefits, Admin	355.90	184.10	540.00	65.91%	603.66	(63.66)
Retirement Benefits, Maintenance	483.65	56.35	540.00	89.56%	826.22	(286.22)
Retirement Benefits, Protective Services	282.02	103.98	386.00	73.06%	469.10	(83.10)
Retirement Benefits, Res Services	-	-	-	0.00%	-	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Salaries - Administrative	6,302.12	4,068.88	10,371.00	60.77%	10,861.52	(490.52)
Salaries - Maintenance	6,708.77	6,589.23	13,298.00	50.45%	11,425.10	1,872.90
Salaries - Protective Services	6,023.00	6,378.00	12,401.00	48.57%	10,069.50	2,331.50
Salaries - Resident Services (DT)	-	-	-	0.00%	-	-
Staff Training	282.00	40.00	322.00	87.58%	322.00	-
Personnel Total	28,329.96	18,606.04	46,936.00	60.36%	47,985.44	(1,049.44)
16						
Supplies						
Office Supplies	224.65	275.35	500.00	44.93%	500.00	-
Postage	10.30	61.70	72.00	14.31%	50.00	22.00
Protective Services, Materials	-	-	-	0.00%	-	-
Supplies Total	234.95	337.05	572.00	41.08%	550.00	22.00
17						
Technology						
Computer/IT Expense	1,793.61	(411.61)	1,382.00	129.78%	2,500.00	(1,118.00)
Technology Total	1,793.61	(411.61)	1,382.00	129.78%	2,500.00	(1,118.00)
18						
Tenant Services						
Resident Participation Funds (DT)	-	-	-	0.00%	-	-
Tenant Services (MMV)	-	100.00	100.00	0.00%	100.00	-
Tenant Services-Computer Labs	-	-	-	0.00%	-	-
Tenant Services-Res Services Coordinator	-	-	-	0.00%	-	-
Tenant Services-Transportation	-	-	-	0.00%	-	-
Tenant Services Total	-	100.00	100.00	0.00%	100.00	-
19						
Utilities						
Electricity	8,422.45	4,026.55	12,449.00	67.66%	13,500.82	(1,051.82)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Natural Gas	2,815.21	3,134.79	5,950.00	47.31%	5,333.78	616.22
Sewer	1,367.73	1,185.27	2,553.00	53.57%	2,319.18	233.82
Telephone	-	2,745.00	2,745.00	0.00%	-	2,745.00
Water	2,082.59	2,345.41	4,428.00	47.03%	3,496.06	931.94
Utilities Total	14,687.98	13,437.02	28,125.00	52.22%	24,649.84	3,475.16
(8) Expense Total	183,571.51	121,670.49	305,242.00	60.14%	320,964.22	(15,722.22)
Grand Total	183,571.51	121,670.49	305,242.00	60.14%	320,964.22	(15,722.22)
Net Income	(55,989.32)	(30,334.68)	(86,324.00)		(103,341.80)	(17,017.80)
Add Back Depreciation	71,939.15	51,384.85	123,324.00		123,324.00	
Net Income Before Depreciation	15,949.83	21,050.17	37,000.00	-	19,982.20	

Patriot Place (Mid-Missouri Veterans Center)

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	45,337.26	Beginning Cash Operating	22,088.22
YTD AR Changes	(6,877.49)	Projected Income	90,040.23
Add Back Depreciation	71,939.15	Projected Expenses	(137,392.71)
Add Back Amortization	4,084.08	Add Back Amortization	4,083.92
Equipment Purchases	-	Add Back Depreciation	51,384.85
YTD AP Changes	(2,080.27)	Note Payments	-
Change in Equity	-	Ending Cash	30,204.51
Note Payments	(29,528.73)	Estimated Waterfall Calculation	
YTD Income	127,582.19	Ending Cash	30,204.51
YTD Expenses	(183,571.51)	Security Deposits	15,525.64
	26,884.68	AR - HUD	733.00
Funded by Bond Fund	(13.33)	Cash Available	<u>46,463.15</u>
Funded by Compliance Fund	(22.34)	AP Balances	(2,942.60)
Funded by Operating Reserve	(4.26)	Accruals	(4,993.23)
Funded by Replacement Reserve	(2,822.39)	Security Deposit Liability	<u>(15,449.94)</u>
Funded by Security Deposits	(1,934.14)		(23,385.77)
	(4,796.46)	Total Cash Available	23,077.38
Current Operating	22,088.22	Asset Mgmt Fee	(9,502.08)
Balance Sheet Amount	22,088.28	Available for Loans	13,575.30
	(0.06)	CHA 72%	(9,774.22)
		CHA 95%	<u>(3,611.03)</u>
			190.05
		GP .009%	0.02
		ILP 98.99%	188.13
		SLP .001%	0.00
		MO LP 1.00%	1.90
			<u>190.05</u>

Patriot Place (Mid Missouri Veterans Center)

Notes to Financial Statements

As of July 31, 2024

- A. Operating has a 70K floor, replacement does not have a floor. Special needs is being looked into now but the partnership agreement says it is for ADA replacements.

- B Not sure about this, need to read the partnership agreement but this wasn't budgeted?

- C Anything in this line will be asked for out of the reserves.

Bear Creek Balance Sheet

As of July 31, 2024

Property	02-02		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
ADDITIONAL RESERVES, FIRST MID #0544		33,264.36	34,349.79
Cash, Bear Creek Bond Fund UMB #144495.2		6,807.75	6,858.45
CASH-BC OPERATING, FIRST MID #0446		84,363.82	820.60
Change Fund-Laundry Mats		820.00	820.00
COMPLIANCE RESERVES, FIRST MID #0488		5,809.02	209.17
Operating Reserve CENTRAL BANK #128451838		220,181.83	215,194.41
Petty Cash Fund		25.00	25.00
REPLACEMENT RESERVES, FIRST MID #0516		283,639.48	289,305.09
Security Deposit Funds - Utilities		1,500.00	1,500.00
SECURITY DEPOSITS-BC, FIRST MID #0460		36,575.94	38,907.15
Cash Total		672,987.20	587,989.66
 2			
Short Term Assets			
Accounts Receivable, Tenants		9,088.43	10,301.82
Allowance for Doubtful Accounts		(4,260.33)	(4,260.33)
HAP A/R		601.94	50.58
Prepaid Expenses		-	6,352.93
Prepaid Insurance		474.84	46,088.88
Short Term Assets Total		5,904.88	58,533.88
 3			
Long Term Assets			
Accumulated Amortization of LIHTC Fees		(30,247.25)	(32,408.75)
Accumulated Amortization of Loan Costs		(83,424.00)	(91,245.00)
Accumulated Depreciation		(1,545,537.05)	(1,676,956.05)
Assets, Dwelling Structures		7,999,069.25	7,999,069.25
Assets, Land		938,438.00	938,438.00
Assets, Nondwelling Structures		135,513.00	135,513.00
Site Improvements/Infrastructure		176,422.00	176,422.00
Tax Credit Fees		43,228.00	43,228.00
Unamortized Loan Costs		121,229.00	121,229.00
Long Term Assets Total		7,754,690.95	7,613,289.45
(1) Asset Total		8,433,583.03	8,259,812.99

(2) Liability**4**

Short Term Liabilities		
A/P-Mgmt Fees, CHA BA	(2,363.32)	(2,626.81)
Accounts Payable, COCC	(157.94)	314.84
Accrued Mgmt Fees Payable to CHA BA	(10,844.10)	(10,844.10)
Accrued Payroll Taxes Payable	(204.47)	(253.31)
Accrued Retirement Payable	(156.74)	(212.65)
Accrued Vacation Leave - Current	(3,825.17)	(3,825.17)
Accrued Vacation Leave - Non-Current	(2,550.12)	(2,550.12)
Accrued Wages Payable	(2,909.37)	(3,616.44)
Accts Payable, Vendors & Contractors	(11,697.00)	-
Asset Management Fees Payable	(10,809.34)	(4,938.35)
CHA Mgmt Fees Payable	(9,479.87)	(9,479.87)
Property Taxes Payable	-	(11,141.82)
Security Deposits, Tenants	(36,390.84)	(38,712.65)
Tenant Prepaid Rents	(4,375.80)	-
W/C Insurance Liability	(1,050.09)	(1,216.65)
Short Term Liabilities Total	(96,814.17)	(89,103.10)

5

Long Term Liabilities		
Accrued Interest - Seller Financing	(429,197.32)	(473,275.34)
Accrued Interest -Other Notes Payable	(28,320.64)	(31,237.19)
Bond Interest Payable, A Bonds	(3,050.73)	(3,202.23)
Deferred Developer Fees Payable	(54,426.26)	(35,952.13)
Note Payable CHA - A Bonds - current	(41,017.95)	(41,017.95)
Note Payable CHA - A Bonds - non current	(1,112,082.08)	(1,088,273.62)
Note Payable CHA - FHLB AHP - non current	(500,000.00)	(500,000.00)
Notes Payable CHA - Bear Creek-Seller Financing - non-current	(3,373,319.12)	(3,373,319.12)
Long Term Liabilities Total	(5,541,414.10)	(5,546,277.58)

6

Federal LIHTC Equity-Red Stone	(2,344,399.00)	(2,344,399.00)
GP Equity	(710,003.00)	(710,003.00)
Other change in Equity - Syndication Fees	40,000.00	40,000.00
Other Change in Equity-GP Return of Capital	128,677.21	128,677.21
Retained Earnings, Bear Creek HDG, LP	1,416,398.03	1,416,398.03
State LIHTC Equity-Gardner	(1,326,028.00)	(1,326,028.00)
Equity Total	(2,795,354.76)	(2,795,354.76)

(2) Liability Total	(8,433,583.03)	(8,430,735.44)
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Grand Total	0.00	(170,922.45)
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Net Income		(170,922.33)
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Bear Creek Income Statement

As of July 31, 2024

Property 02-02

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Dwelling Rent	144,448.63	83,219.37	227,668.00	63.45%	240,000.00	12,332.00
HAP Subsidy	208,179.37	167,044.63	375,224.00	55.48%	375,224.00	-
Non-Dwelling Rentals	12,565.00	8,975.00	21,540.00	58.33%	21,540.00	-
Vacancies-Rent Loss to Lease	(5,048.26)	(980.74)	(6,029.00)	83.73%	(8,500.00)	(2,471.00)
Vacancies-Rental Concessions	(4,908.71)	4,908.71	-	0.00%	(7,500.00)	(7,500.00)
Vacancy Loss	(13,436.08)	1,378.08	(12,058.00)	111.43%	(25,000.00)	(12,942.00)
Income Total	341,799.95	264,545.05	606,345.00	56.37%	595,764.00	(10,581.00)
20						
Other Income						
Cable TV	-	-	-	0.00%	-	-
Dividend Income	50.70	(50.70)	-	0.00%	100.00	100.00
Fee for Service	5,168.33	(3,568.33)	1,600.00	323.02%	8,000.00	6,400.00
Interest on Investments	3,973.50	4,026.50	8,000.00	49.67%	7,000.00	(1,000.00)
Interest on Replacement Reserves	9,283.34	2,716.66	12,000.00	77.36%	15,000.00	3,000.00
Laundry Income	2,868.00	132.00	3,000.00	95.60%	4,400.00	1,400.00
Non-Dwelling Work Orders	-	-	-	0.00%	-	-
Other Income	(871.92)	1,371.92	500.00	-174.38%	(871.92)	(1,371.92)
Other Income - Work Orders	1,481.02	11,018.98	12,500.00	11.85%	4,000.00	(8,500.00)
Other Tenant Charges	47.50	(47.50)	-	0.00%	47.50	47.50
Other Income Total	22,000.47	15,599.53	37,600.00	58.51%	37,675.58	75.58
(4) Income Total	363,800.42	280,144.58	643,945.00	56.50%	633,439.58	(10,505.42)
Grand Total	363,800.42	280,144.58	643,945.00	56.50%	633,439.58	(10,505.42)

Bear Creek Expense Statement

As of July 31, 2024

Property 02-02

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	4,626.80	6,846.20	11,473.00	40.33%	11,473.00	-
Inspections	972.00	(972.00)	-	0.00%	972.00	(972.00)
Legal Expenses	-	500.00	500.00	0.00%	500.00	-
Memberships & Dues	230.54	(50.54)	180.00	128.08%	465.00	(285.00)
Professional Services	390.00	110.00	500.00	78.00%	800.00	(300.00)
Contracted Services Total	6,219.34	6,433.66	12,653.00	49.15%	14,210.00	(1,557.00)
9						
Fees						
Asset Mgt Fee - Federal LIHTC	3,090.72	3,059.62	6,150.34	50.25%	6,150.34	-
Asset Mgt. Fee - State LIHTC	1,522.32	1,553.34	3,075.66	49.50%	3,075.66	-
Property Mgmt Fees	17,524.64	19,912.36	37,437.00	46.81%	29,795.66	7,641.34 A
Trustee Fee	1,842.79	1,556.21	3,399.00	54.22%	3,399.00	-
Fees Total	23,980.47	26,081.53	50,062.00	47.90%	42,420.66	7,641.34
10						
Furniture & Equipment						
Office Furniture & Equipment	-	100.00	100.00	0.00%	100.00	-
Furniture & Equipment Total	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
11						
Insurance						
Insurance-Other	1,217.35	165.65	1,383.00	88.02%	1,500.00	(117.00)
Insurance-Property	40,309.16	64,930.84	105,240.00	38.30%	105,240.00	-
Insurance Total	41,526.51	65,096.49	106,623.00	38.95%	106,740.00	(117.00)
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	15,707.90	14,292.10	30,000.00	52.36%	30,000.00	-
Maint Contracts-Electrical	-	250.00	250.00	0.00%	250.00	-
Maint Contracts-Elevator	-	-	-	0.00%	-	-
Maint Contracts-Equipment Repairs	2,953.75	(1,286.75)	1,667.00	177.19%	6,000.00	(4,333.00)
Maint Contracts-Extermination	4,660.00	5,340.00	10,000.00	46.60%	10,000.00	-
Maint Contracts-Heating & Cooling	1,178.18	321.82	1,500.00	78.55%	1,945.12	(445.12)
Maint Contracts-Janitorial	1,799.98	(1,799.98)	-	0.00%	2,800.00	(2,800.00)
Maint Contracts-Landscape & Grounds	10,498.00	(5,398.00)	5,100.00	205.84%	13,498.00	(8,398.00)
Maint Contracts-Plumbing	555.93	2,944.07	3,500.00	15.88%	2,500.00	1,000.00
Maint Contracts-Trash Removal	8,435.70	6,564.30	15,000.00	56.24%	15,000.00	-
Maint Contracts-Unit Turnaround	2,232.46	(2,232.46)	-	0.00%	4,500.00	(4,500.00)
Maint Matl - Gasoline	765.02	234.98	1,000.00	76.50%	1,200.00	(200.00)
Maint Matl - Miscellaneous	20,683.16	12,616.84	33,300.00	62.11%	33,300.00	-
Maint Matl - Tools & Equipment	140.68	59.32	200.00	70.34%	200.00	-
Maintenance Equipment Rentals	-	-	-	0.00%	-	-
Maintenance & Repair Total	69,610.76	31,906.24	101,517.00	68.57%	121,193.12	(19,676.12) B
13						
Marketing						
Advertising & Marketing	-	50.00	50.00	0.00%	50.00	-
Marketing Total	-	50.00	50.00	0.00%	50.00	-
14						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Other Expense						
Amortization of Tax Credit Fees	2,161.50	2,161.50	4,323.00	50.00%	4,323.00	-
Amortized Loan Costs	7,821.00	7,821.00	15,642.00	50.00%	15,642.00	-
Collection Losses	-	3,886.00	3,886.00	0.00%	1,500.00	2,386.00
Depreciation	131,419.00	93,874.00	225,293.00	58.33%	225,293.00	-
Equity Transfer Out (net cash flow) LP to GP	20,132.37	(20,132.37)	-	0.00%	20,132.37	(20,132.37) C
Extraordinary Maintenance	30,514.50	(30,514.50)	-	0.00%	30,514.50	(30,514.50) D
Interest Expense	23,146.65	17,871.35	41,018.00	56.43%	41,018.00	-
Interest Expense-AHP Loan	2,916.55	(2,916.55)	-	0.00%	4,999.80	(4,999.80) E
Interest Expense-Seller Financing	44,078.02	36,483.98	80,562.00	54.71%	80,562.00	-
Property Taxes	11,141.82	11,142.18	22,284.00	50.00%	22,284.00	-
Sales Tax	410.17	(410.17)	-	0.00%	410.17	(410.17)
Sundry, Miscellaneous	815.23	434.77	1,250.00	65.22%	1,000.00	250.00
Other Expense Total	274,556.81	119,701.19	394,258.00	69.64%	447,678.84	(53,420.84)

15

Personnel

Compensated Absences	4,770.97	(4,770.97)	-	0.00%	8,345.08	(8,345.08)
FICA/MEDICARE, Admin	1,392.94	300.06	1,693.00	82.28%	2,375.94	(682.94)
FICA/MEDICARE, Maintenance	1,614.13	1,237.87	2,852.00	56.60%	2,759.34	92.66
FICA/MEDICARE, Res Services	-	139.00	139.00	0.00%	-	139.00
Health Ins, Admin	3,239.70	2,196.30	5,436.00	59.60%	5,573.48	(137.48)
Health Ins, Maintenance	5,021.29	4,276.71	9,298.00	54.00%	8,607.76	690.24
Health Ins, Res Services	-	-	-	0.00%	-	-
Insurance-Workers Comp	641.40	411.60	1,053.00	60.91%	1,100.00	(47.00)
Retirement Benefits, Admin	1,015.69	604.31	1,620.00	62.70%	1,706.88	(86.88)
Retirement Benefits, Maintenance	1,434.68	185.32	1,620.00	88.56%	2,450.08	(830.08)
Retirement Benefits, Res Services	-	-	-	0.00%	-	-
Salaries - Administrative	18,038.27	13,073.73	31,112.00	57.98%	30,621.72	490.28
Salaries - Maintenance	19,862.80	20,031.20	39,894.00	49.79%	33,808.64	6,085.36
Salaries - Resident Services (BC)	-	1,819.00	1,819.00	0.00%	-	1,819.00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Staff Training	733.20	243.80	977.00	75.05%	977.00	-
Personnel Total	57,765.07	39,747.93	97,513.00	59.24%	98,325.92	(812.92)
16						
Supplies						
Office Supplies	914.37	1,085.63	2,000.00	45.72%	2,000.00	-
Postage	72.99	497.01	570.00	12.81%	250.00	320.00
Supplies Total	987.36	1,582.64	2,570.00	38.42%	2,250.00	320.00
17						
Technology						
Computer/IT Expense	4,135.12	3,364.88	7,500.00	55.13%	7,500.00	-
Technology Total	4,135.12	3,364.88	7,500.00	55.13%	7,500.00	-
18						
Tenant Services						
Resident Participation Funds (BC)	-	1,900.00	1,900.00	0.00%	1,900.00	-
Tenant Services (BC)	-	17,655.00	17,655.00	0.00%		17,655.00 F
Tenant Services-Computer Labs	-	-	-	0.00%	-	-
Tenant Services-Res Services Coordinator	10,298.75	(10,298.75)	-	0.00%	18,000.00	(18,000.00) F
Tenant Services-Transportation	-	-	-	0.00%	-	-
Tenant Services Total	10,298.75	9,256.25	19,555.00	52.67%	19,900.00	(345.00)
19						
Utilities						
Electricity	7,338.78	1,506.22	8,845.00	82.97%	12,080.58	(3,235.58)
Natural Gas	3,896.05	954.95	4,851.00	80.31%	6,502.08	(1,651.08)
Sewer	14,715.43	4,110.57	18,826.00	78.17%	24,788.58	(5,962.58)
Telephone	-	253.00	253.00	0.00%	-	253.00
Water	19,692.30	4,865.70	24,558.00	80.19%	32,528.28	(7,970.28)
Utilities Total	45,642.56	11,690.44	57,333.00	79.61%	75,899.52	(18,566.52) G

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense Total	534,722.75	315,011.25	849,734.00	62.93%	936,268.06	(86,534.06)
Grand Total	534,722.75	315,011.25	849,734.00	62.93%	936,268.06	(86,534.06)
Net Income	(170,922.33)	(34,866.67)	(205,789.00)		(302,828.48)	(97,039.48)
Add Back Depreciation	131,419.00	93,874.00	225,293.00		225,293.00	-
Net Income Before Depreciation	(39,503.33)	59,007.33	19,504.00		(77,535.48)	

Bear Creek Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	84,363.82	Beginning Cash Operating	820.72
YTD AR Changes	(52,629.00)	Projected Income	269,639.16
Add Back Depreciation	131,419.00	Projected Expenses	(401,545.31)
Add Back Amortization	9,982.50	Add Back Amortization	9,982.50
Equipment Purchases	-	Add Back Depreciation	93,874.00
YTD AP Changes	(7,711.07)	Note Payments	-
Change in Equity	-	Ending Cash	(27,228.93)
Note Payments	4,863.48	Need to draw on Reserves!!!!	
YTD Income	363,800.42	Estimated Waterfall Calculation	
YTD Expenses	(534,722.75)	Ending Cash	(27,228.93)
	(633.60)	Security Deposits	38,907.15
Funded by Bond Fund	(50.70)	AR - HUD	50.58
Funded by Compliance Fund	5,599.85	Cash Available	11,728.80
Funded by Operating Reserve	4,987.42	AP Balances	(84,164.75)
Funded by Replacement Reserve	(5,665.61)		(84,164.75)
Funded by Additional Reserves	(1,085.43)		
Funded by Security Deposits	(2,331.21)		
	1,454.32		
Current Operating	820.72		
Balance Sheet Amount	820.60		
	0.12		

Bear Creek

Notes to Financial Statements

As of July 31, 2024

- A. Decreased because of vacancy loss
- B A good chunk of the change is the mowing contract, but need to check on other maintenance.
- C The security services did not pull into the budget.
- D This should go into a reserve draw, need to see if that has been asked for?
- E Not sure why this is not in the budget?
- F The budget is in the wrong line, Debbi is fixing.

Oak Towers

Balance Sheet

As of July 31, 2024

Property	02-03	
	Sum of Begin	Sum of End
(1) Asset		
Cash		
CASH, OAK OPERATING, FIRST MID #9970	209,353.30	108,779.91
Cash,OAK Towers Bond Fund A UMB #145402.1	10,853.99	10,935.12
Operating Reserve CENTRAL BANK #128451854	411,205.96	411,229.67
Petty Cash Fund	25.00	25.00
REPLACEMENT RESERVES, FIRST MID #0026	461,743.82	519,179.38
Security Deposit Funds - Utilities	26,000.00	26,000.00
SECURITY DEPOSITS-OAK, FIRST MID #9998	66,811.31	76,131.00
Special Needs Reserve-Held by MHDC	30,000.00	30,000.00
Cash Total	1,215,993.38	1,182,280.08
 2		
Short Term Assets		
Accounts Receivable, Tenants	11,045.38	(393.89)
Allowance for Doubtful Accounts	(5,496.20)	(5,496.20)
HAP A/R	2,026.55	2,134.90
Prepaid Expenses	-	12,325.37
Prepaid Insurance	1,564.99	15,433.15
Short Term Assets Total	9,140.72	24,003.33
 3		
Long Term Assets		
Accumulated Amortization of LIHTC Fees	(51,870.20)	(56,192.66)
Accumulated Amortization of Loan Costs	(45,770.14)	(50,855.62)
Accumulated Depreciation	(2,812,236.00)	(3,030,209.00)
Assets, Dwelling Structures	14,531,672.50	14,531,672.50
Assets, Land	435,000.00	435,000.00
Office Furniture & Equipment	600,899.48	600,899.48
Site Improvements/Infrastructure	143,879.86	143,879.86
Tax Credit Fees	86,448.00	86,448.00
Unamortized Bond Issue Costs	152,571.00	152,571.00
Long Term Assets Total	13,040,594.50	12,813,213.56
(1) Asset Total	14,265,728.60	14,019,496.97

(2) Liability

4

Short Term Liabilities

A/P-Mgmt Fees, CHA BA	(5,462.78)	(5,782.34)
Accounts Payable, COCC	231.24	(10,127.48)
Accrued Payroll Taxes Payable	(750.67)	(993.12)
Accrued Retirement Payable	(417.15)	(370.62)
Accrued Vacation Leave - Current	(3,074.39)	(3,074.39)
Accrued Vacation Leave - Non-Current	(2,049.61)	(2,049.61)
Accrued Wages Payable	(10,316.93)	(13,683.85)
Accts Payable, Vendors & Contractors	(28,699.21)	-
Asset Management Fees Payable	(12,748.15)	(6,760.65)
Property Taxes Payable	-	(14,674.56)
Security Deposits, Tenants	(66,486.61)	(75,756.18)
Tenant Prepaid Rents	(7,412.27)	-
W/C Insurance Liability	(1,410.67)	(2,103.11)
Short Term Liabilities Total	(138,597.20)	(135,375.91)

5

Long Term Liabilities		
A Bonds Payable - non current	(1,827,994.95)	(1,791,398.83)
Accrued Interest- Other Notes Payable	(24,999.64)	(27,916.19)
Accrued Interest-Seller Financing	(185,184.61)	(173,517.42)
Bond Interest Payable, A Bonds	(5,001.60)	(5,256.50)
Note Payable CHA - A Bonds - current	(63,037.40)	(63,037.40)
Note Payable CHA - FHLB AHP - non current	(500,000.00)	(500,000.00)
Note Payable CHA City of Columbia HOME Funds	(80,000.00)	(80,000.00)
Notes Payable CHA - Oak Towers-Seller Financing - non-current	(4,671,798.21)	(4,671,798.21)
Long Term Liabilities Total	(7,358,016.41)	(7,312,924.55)

6

Equity		
Federal LIHTC Equity-Red Stone	(5,728,490.64)	(5,728,490.64)
GP Equity	(130,000.00)	(130,000.00)
GP Equity-Oak Towers Housing GP	2.25	2.25
Other change in Equity - Net Cash Flow Distribution SLP	730.13	730.13
Other change in Equity - Syndication Fees	40,000.00	40,000.00
Other Change in Equity-GP Return of Capital	248,509.66	248,509.66
Retained Earnings, Oak Towers HDG, LP	1,897,441.38	1,897,441.38
Special Limited Partner Equity-Oak Towers	0.25	0.25
State LIHTC Equity-SCC	(3,111,179.02)	(3,111,179.02)
Equity Total	(6,769,114.99)	(6,769,114.99)

(2) Liability Total	(14,265,728.60)	(14,217,415.45)
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Grand Total	-	(197,918.48)
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Net Income		(197,918.54)
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Oak Towers

Income Statement

As of July 31, 2024

Property 02-03

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget	
(4) Income							
Income							
Dwelling Rent	360,117.85	237,696.15	597,814.00	60.24%	618,366.78	20,552.78	A
HAP Subsidy	310,447.15	241,278.85	551,726.00	56.27%	551,726.00	-	
Non-Dwelling Rentals	-	-	-	0.00%	-	-	
Vacancies-Rent Loss to Lease	(26,548.48)	9,305.48	(17,243.00)	153.97%	(48,355.32)	(31,112.32)	B
Vacancies-Rental Concessions	(5,562.84)	5,562.84	-	0.00%	(9,000.00)	(9,000.00)	
Vacancy Loss	(4,943.28)	(6,551.72)	(11,495.00)	43.00%	(9,886.56)	1,608.44	
Income Total	633,510.40	487,291.60	1,120,802.00	56.52%	1,102,850.90	(17,951.10)	
20							
Other Income							
Cable TV	-	-	-	0.00%	-	-	
Dividend Income	81.13	(81.13)	-	0.00%	138.10	138.10	
Fee for Service	3,036.37	(236.37)	2,800.00	108.44%	3,036.37	236.37	
Interest on Investments	8,047.05	3,952.95	12,000.00	67.06%	13,903.62	1,903.62	
Interest on Replacement Reserves	16,218.21	3,781.79	20,000.00	81.09%	27,215.04	7,215.04	
Laundry Income	12,665.00	5,835.00	18,500.00	68.46%	21,288.00	2,788.00	
Non-Dwelling Work Orders	-	-	-	0.00%	-	-	
Other Income	1,589.69	1,910.31	3,500.00	45.42%	3,500.00	-	
Other Income - Work Orders	3,220.60	6,279.40	9,500.00	33.90%	5,500.00	(4,000.00)	
Other Tenant Charges	1,681.50	(1,681.50)	-	0.00%	1,681.50	1,681.50	
Other Income Total	46,539.55	19,760.45	66,300.00	70.20%	76,262.63	9,962.63	
(4) Income Total	680,049.95	507,052.05	1,187,102.00	57.29%	1,179,113.53	(7,988.47)	
Grand Total	680,049.95	507,052.05	1,187,102.00	57.29%	1,179,113.53	(7,988.47)	

Oak Towers

Expense Statement

As of July 31, 2024

Property 02-03

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	8,949.20	13,242.80	22,192.00	40.33%	22,192.00	-
Inspections	4,003.00	(4,003.00)	-	0.00%	7,000.00	(7,000.00) C
Legal Expenses	1,606.50	(106.50)	1,500.00	107.10%	2,606.50	(1,106.50)
Memberships & Dues	410.13	(77.13)	333.00	123.16%	500.00	(167.00)
Professional Services	590.00	910.00	1,500.00	39.33%	1,500.00	-
Contracted Services Total	15,558.83	9,966.17	25,525.00	60.96%	33,798.50	(8,273.50)
9						
Fees						
Asset Mgt Fee - Federal LIHTC	3,090.72	3,059.28	6,150.00	50.26%	6,150.00	-
Asset Mgt. Fee - State LIHTC	1,522.32	1,553.68	3,076.00	49.49%	3,076.00	-
Property Mgmt Fees	39,357.62	29,948.38	69,306.00	56.79%	67,150.56	2,155.44 A
Trustee Fee	2,036.52	1,568.48	3,605.00	56.49%	3,605.00	-
Fees Total	46,007.18	36,129.82	82,137.00	56.01%	79,981.56	2,155.44
10						
Furniture & Equipment						
Office Furniture & Equipment	-	100.00	100.00	0.00%	100.00	-
Furniture & Equipment Total	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
11						
Insurance						
Insurance-Other	4,023.84	(1,451.84)	2,572.00	156.45%	6,023.84	(3,451.84)
Insurance-Property	13,326.53	27,365.47	40,692.00	32.75%	40,692.00	-
Insurance Total	17,350.37	25,913.63	43,264.00	40.10%	46,715.84	(3,451.84)
12						
Maintenance & Repair						
Freight on Maint. Materials	256.28	(256.28)	-	0.00%	500.00	(500.00)
Maint Contracts, Miscellaneous	6,112.06	8,887.94	15,000.00	40.75%	10,000.00	5,000.00
Maint Contracts-Electrical	-	1,000.00	1,000.00	0.00%	1,000.00	-
Maint Contracts-Elevator	410.00	14,590.00	15,000.00	2.73%	15,000.00	-
Maint Contracts-Equipment Repairs	-	2,441.00	2,441.00	0.00%	1,000.00	1,441.00
Maint Contracts-Extermination	29,094.00	29,730.00	58,824.00	49.46%	52,544.00	6,280.00
Maint Contracts-Heating & Cooling	2,538.50	(1,838.50)	700.00	362.64%	5,000.00	(4,300.00)
Maint Contracts-Landscape & Grounds	3,600.00	700.00	4,300.00	83.72%	5,400.00	(1,100.00)
Maint Contracts-Plumbing	180.00	2,320.00	2,500.00	7.20%	2,500.00	-
Maint Contracts-Trash Removal	15,505.32	11,494.68	27,000.00	57.43%	27,000.00	-
Maint Matl - Building Supplies	521.40	(521.40)	-	0.00%	1,000.00	(1,000.00)
Maint Matl - Gasoline	155.03	144.97	300.00	51.68%	300.00	-
Maint Matl - Miscellaneous	23,882.82	13,117.18	37,000.00	64.55%	37,000.00	-
Maint Matl - Tools & Equipment	427.97	572.03	1,000.00	42.80%	500.00	500.00
Maintenance Equipment Rentals	776.09	(776.09)	-	0.00%	1,000.00	(1,000.00)
Maintenance & Repair Total	83,459.47	81,605.53	165,065.00	50.56%	159,744.00	5,321.00
13						
Marketing						
Advertising & Marketing	-	50.00	50.00	0.00%	50.00	-
Marketing Total	-	50.00	50.00	0.00%	50.00	-

14

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Other Expense						
Amortization of Tax Credit Fees	4,322.46	4,322.54	8,645.00	50.00%	8,645.00	-
Amortized Loan Costs	5,085.48	5,085.52	10,171.00	50.00%	10,171.00	-
Collection Losses	(256.76)	4,111.76	3,855.00	-6.66%	500.00	3,355.00
Depreciation	217,973.00	268,363.00	486,336.00	44.82%	486,336.00	-
Equity Transfer Out (net cash flow) LP to GP	52,225.24	(52,225.24)	-	0.00%	52,225.25	(52,225.25) D
Extraordinary Maintenance	7,931.10	(7,931.10)	-	0.00%	10,000.00	(10,000.00) E
Interest Expense	37,987.30	26,395.70	64,383.00	59.00%	64,383.00	-
Interest Expense-AHP Loan	2,916.55	2,083.45	5,000.00	58.33%	5,000.00	-
Interest Expense-Seller Financing	61,589.85	43,993.15	105,583.00	58.33%	105,583.00	-
Other General Expenses-Retained Earnings Distribution	192.78	(192.78)	-	0.00%	192.78	(192.78)
Property Taxes	14,674.56	14,674.44	29,349.00	50.00%	29,349.00	-
Sales Tax	1,362.14	(1,362.14)	-	0.00%	1,862.14	(1,862.14)
Sundry, Miscellaneous	1,539.76	460.24	2,000.00	76.99%	2,000.00	-
Other Expense Total	407,543.46	307,778.54	715,322.00	56.97%	776,247.17	(60,925.17)

15

Personnel

Compensated Absences	13,842.40	(13,842.40)	-	0.00%	26,533.74	(26,533.74)
FICA/MEDICARE, Admin	3,384.18	895.82	4,280.00	79.07%	5,780.22	(1,500.22)
FICA/MEDICARE, Maintenance	5,567.86	2,544.14	8,112.00	68.64%	9,320.88	(1,208.88)
FICA/MEDICARE, Res Services	1,966.30	1,961.70	3,928.00	50.06%	3,345.20	582.80
Health Ins, Admin	8,209.94	5,509.06	13,719.00	59.84%	14,133.36	(414.36)
Health Ins, Maintenance	6,825.59	6,022.41	12,848.00	53.13%	11,745.72	1,102.28
Health Ins, Res Services	5,109.79	3,308.21	8,418.00	60.70%	8,716.56	(298.56)
Insurance-Workers Comp	2,257.43	1,222.57	3,480.00	64.87%	4,000.00	(520.00)
Retirement Benefits, Admin	2,718.57	1,758.43	4,477.00	60.72%	4,641.64	(164.64)
Retirement Benefits, Maintenance	1,351.78	3,125.22	4,477.00	30.19%	2,696.50	1,780.50
Retirement Benefits, Res Services	1,694.13	1,175.87	2,870.00	59.03%	2,878.68	(8.68)
Salaries - Administrative	42,095.76	32,519.24	74,615.00	56.42%	71,516.14	3,098.86
Salaries - Maintenance	68,487.74	44,974.26	113,462.00	60.36%	112,124.60	1,337.40

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Salaries - Resident Services (DT)	25,521.39	25,819.61	51,341.00	49.71%	42,918.02	8,422.98
Staff Training	1,417.80	473.20	1,891.00	74.98%	1,891.00	-
Travel Expense	406.92	(406.92)	-	0.00%	406.92	(406.92)
Personnel Total	190,857.58	117,060.42	307,918.00	61.98%	322,649.18	(14,731.18) F
16						
Supplies						
Office Supplies	1,164.28	(414.28)	750.00	155.24%	1,500.00	(750.00)
Postage	195.29	38.71	234.00	83.46%	300.00	(66.00)
Supplies Total	1,359.57	(375.57)	984.00	138.17%	1,800.00	(816.00)
17						
Technology						
Computer/IT Expense	12,164.05	7,835.95	20,000.00	60.82%	20,000.00	-
Technology Total	12,164.05	7,835.95	20,000.00	60.82%	20,000.00	-
18						
Tenant Services						
Resident Participation Funds (OT)	2,045.83	1,629.17	3,675.00	55.67%	3,675.00	-
Tenant Services (OAK)	155.46	9,757.54	9,913.00	1.57%	155.46	9,757.54
Tenant Services-Computer Labs	-	2,000.00	2,000.00	0.00%	2,000.00	-
Tenant Services-Res Services Coordinator	-	-	-	0.00%	-	-
Tenant Services-Transportation	5,782.56	(5,782.56)	-	0.00%	9,912.96	(9,912.96)
Tenant Services Total	7,983.85	7,604.15	15,588.00	51.22%	15,743.42	(155.42)
19						
Utilities						
Electricity	69,443.42	37,091.58	106,535.00	65.18%	111,946.44	(5,411.44)
Natural Gas	5,186.12	6,768.88	11,955.00	43.38%	7,497.58	4,457.42
Sewer	7,866.69	6,920.31	14,787.00	53.20%	12,682.14	2,104.86
Telephone	-	1,776.00	1,776.00	0.00%	-	1,776.00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Water	13,187.90	11,345.10	24,533.00	53.76%	21,005.62	3,527.38
Utilities Total	95,684.13	63,901.87	159,586.00	59.96%	153,131.78	6,454.22
(8) Expense Total	877,968.49	657,570.51	1,535,539.00	57.18%	1,609,961.45	(74,422.45)
Grand Total	877,968.49	657,570.51	1,535,539.00	57.18%	1,609,961.45	(74,422.45)
Net Income	(197,918.54)	(150,518.46)	(348,437.00)		(430,847.92)	(82,410.92)
Add Back Depreciation	217,973.00	268,363.00	486,336.00		486,336.00	
Net Income Before Depreciation	20,054.46	117,844.54	137,899.00	-	55,488.08	(82,410.92)

Oak Towers

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	209,353.30	Beginning Cash Operating	108,779.85
YTD AR Changes	(14,862.61)	Projected Income	499,063.58
Add Back Depreciation	217,973.00	Projected Expenses	(731,992.96)
Add Back Amortization	9,407.94	Add Back Amortization	9,408.06
Equipment Purchases	-	Add Back Depreciation	268,363.00
YTD AP Changes	(3,221.29)	Note Payments	(45,091.86)
Change in Equity	-	Ending Cash	108,529.67
Note Payments	(45,091.86)	Need to draw on Reserves!!!!	
YTD Income	680,049.95	Estimated Waterfall Calculation	
YTD Expenses	(877,968.49)	Ending Cash	108,529.67
		Security Deposits	76,131.00
		AR - HUD	2,134.90
		Cash Available	186,795.57
	175,639.94		
Funded by Bond Fund	(81.13)		
Funded by Compliance Fund			
Funded by Operating Reserve	(23.71)		
Funded by Replacement Reserve	(57,435.56)		
Funded by Additional Reserves	-		
Funded by Security Deposits	(9,319.69)		
	(66,860.09)		
Current Operating	108,779.85		
Balance Sheet Amount	108,779.91		
	(0.06)		

Oak Towers

Notes to Financial Statements

As of July 31, 2024

- A. Did we increase rents more than budgeted?
- B Higher vacancy at the beginning of the year.
- C Not sure why this wasn't budgeted?
- D Not sure why this wasn't budgeted?
- E This should be asked for out of reserves.

Stuart Parker Towers

Balance Sheet

As of July 31, 2024

Property	02-04		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, SP OPERATING - FIRST MID #3006		410,258.12	188,666.07
Cash, SPPT Bond Fund- UMB #143922.1		3,539.82	63,331.84
Cash, SPPT Debt Service Reserve Fund A- UMB #143922.2		307,079.61	315,594.14
Cash, SPPT Taxes & Insurance Fund, UMB #143922.4		119,468.53	36,994.92
Change Fund-Laundry Mats		880.00	880.00
OPERATING RESERVES, FIRST MID #0586		547,963.61	490,233.56
Petty Cash Fund		70.75	140.75
REPLACEMENT RESERVES, FIRST MID #3041		884,296.19	889,167.34
Replacement Reserves, UMB #143922.5		8,576.40	17,384.61
Security Deposit Funds - Utilities		1,456.00	1,456.00
SECURITY DEPOSITS, SP - FIRST MID #3034		115,073.82	120,017.74
Special Needs Reserve Held by MHDC		30,000.00	30,000.00
Cash Total		2,428,662.85	2,153,866.97
2			
Short Term Assets			
Accounts Receivable, Tenants		30,832.81	18,290.35
Allowance for Doubtful Accounts		(17,846.13)	(17,846.13)
HAP A/R		5,750.64	3,405.97
Prepaid Expenses		-	27,808.92
Prepaid Insurance		2,455.36	122,123.25
Short Term Assets Total		21,192.68	153,782.36
3			
Long Term Assets			
Accumulated Amortization of LIHTC Fees		(111,012.54)	(118,956.54)
Accumulated Amortization of Loan Costs		(68,413.71)	(74,117.13)
Accumulated Depreciation		(5,458,331.14)	(5,832,099.14)
Assets, Dwelling Structures		23,530,491.32	23,530,491.32
Assets, Land		1,609,333.00	1,609,333.00
Assets, Nondwelling Structures		782,537.00	782,537.00
Office Furniture & Equipment		69,756.44	69,756.44
Site Improvements/Infrastructure		658,748.12	668,133.12
Tax Credit Fees		158,840.00	158,840.00
Unamortized Loan Costs		376,325.00	376,325.00
Long Term Assets Total		21,548,273.49	21,170,243.07

(1) Asset Total	23,998,129.02	23,477,892.40
(2) Liability		
4		
Short Term Liabilities		
A/P-Mgmt Fees, CHA BA	(9,552.98)	(10,286.32)
Accounts Payable, COCC	(2,620.25)	(33,869.31)
Accrued Payroll Taxes Payable	(1,032.88)	(1,282.96)
Accrued Retirement Payable	(647.76)	(880.19)
Accrued Vacation Leave - Current	(13,611.35)	(13,611.35)
Accrued Vacation Leave - Non-Current	(9,074.25)	(9,074.25)
Accrued Wages Payable	(14,257.25)	(17,741.25)
Accts Payable, Vendors & Contractors	(62,366.11)	-
Asset Management Fees Payable	(13,465.52)	(6,999.54)
Property Taxes Payable	-	(29,349.00)
Security Deposits, Tenants	(114,482.19)	(119,405.08)
Tenant Prepaid Rents	(20,933.86)	-
W/C Insurance Liability	(2,238.37)	(2,955.85)
Short Term Liabilities Total	(264,282.77)	(245,455.10)
5		
Long Term Liabilities		
Accrued Interest - Seller Financing	(599,415.94)	(589,755.58)
Accrued Interest- Other Notes Payable	(29,801.64)	(32,698.94)
Bond Interest Payable, A Bonds	(8,077.64)	(40,358.93)
Note Payable CHA - A Bonds - current	(75,000.00)	(75,000.00)
Note Payable CHA - A Bonds - non current	(3,825,000.00)	(3,825,000.00)
Note Payable CHA - FHLB AHP - non current	(496,677.69)	(496,677.69)
Note Payable City of Columbia HOME - non current	(251,750.00)	(251,750.00)
Notes Payable CHA - Stuart Parker-Seller Financing - non-current	(9,449,481.54)	(9,449,481.54)
Long Term Liabilities Total	(14,735,204.45)	(14,760,722.68)
Equity		
Federal LIHTC Equity-Red Stone	(8,196,628.00)	(8,196,628.00)
GP Equity-Stuart Parker Paquin Tower Housing GP	(1,382,808.00)	(1,382,808.00)
Other change in Equity - Syndication Fees	35,000.00	35,000.00
Other Change in Equity-GP Return of Capital	476,047.29	476,047.29
Retained Earnings, SPPT HDG, LP	3,515,133.91	3,515,133.91
Special Limited Partner Equity-SPPT	(2.00)	(2.00)
State LIHTC Equity-SCC	(3,445,385.00)	(3,445,385.00)
Equity Total	(8,998,641.80)	(8,998,641.80)
(2) Liability Total	(23,998,129.02)	(24,004,819.58)
Grand Total	-	(526,927.18)
Net Income		(526,927.18)

Stuart Parker Towers

Income Statement

As of July 31, 2024

Property 02-04

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Dwelling Rent	579,364.56	402,271.44	981,636.00	59.02%	992,183.64	10,547.64
HAP Subsidy	617,733.44	451,766.56	1,069,500.00	57.76%	1,069,500.00	-
Non-Dwelling Rentals	33,987.10	22,386.90	56,374.00	60.29%	58,263.60	1,889.60
Vacancies-Rent Loss to Lease	(43,588.97)	17,949.97	(25,639.00)	170.01%	(78,847.62)	(53,208.62) A
Vacancies-Rental Concessions	(8,827.48)	8,827.48	-	0.00%	(12,418.96)	(12,418.96) A
Vacancy Loss	(20,760.05)	249.05	(20,511.00)	101.21%	(39,558.16)	(19,047.16) A
Income Total	1,157,908.60	903,451.40	2,061,360.00	56.17%	1,989,122.50	(72,237.50)
20						
Other Income						
Cable TV	-	-	-	0.00%	-	-
Dividend Income	14,652.71	(14,652.71)	-	0.00%	25,362.42	25,362.42
Fee for Service	857.38	2,742.62	3,600.00	23.82%	3,600.00	-
Interest on Investments	30,321.42	14,678.58	45,000.00	67.38%	51,791.56	6,791.56
Interest on Replacement Reserves	29,066.90	32,933.10	62,000.00	46.88%	49,135.74	(12,864.26)
Laundry Income	17,686.00	8,814.00	26,500.00	66.74%	30,000.00	3,500.00
Non-Dwelling Work Orders	-	-	-	0.00%	-	-
Other Income	2,433.28	3,566.72	6,000.00	40.55%	5,000.00	(1,000.00)
Other Income - Work Orders	6,128.77	2,671.23	8,800.00	69.65%	12,000.00	3,200.00
Other Tenant Charges	1,613.50	(1,613.50)	-	0.00%	2,000.00	2,000.00
Other Income Total	102,759.96	49,140.04	151,900.00	67.65%	178,889.72	26,989.72
(4) Income Total	1,260,668.56	952,591.44	2,213,260.00	56.96%	2,168,012.22	(45,247.78)
Grand Total	1,260,668.56	952,591.44	2,213,260.00	56.96%	2,168,012.22	(45,247.78)

Stuart Parker Tower Expense Statement

As of July 31, 2024

Property 02-04

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	17,289.60	25,584.40	42,874.00	40.33%	42,874.00	-
Inspections	494.00	(494.00)	-	0.00%	500.00	(500.00)
Legal Expenses	4,344.50	(2,844.50)	1,500.00	289.63%	5,000.00	(3,500.00) B
Memberships & Dues	749.73	(134.73)	615.00	121.91%	1,000.00	(385.00)
Professional Services	1,230.00	1,270.00	2,500.00	49.20%	2,500.00	-
Contracted Services Total	24,107.83	23,381.17	47,489.00	50.77%	51,874.00	(4,385.00)
9						
Fees						
Asset Mgt Fee - Federal LIHTC	3,183.18	3,151.82	6,335.00	50.25%	6,335.00	-
Asset Mgt. Fee - State LIHTC	1,567.86	1,599.14	3,167.00	49.51%	3,167.00	-
Property Mgmt Fees	71,045.81	55,330.19	126,376.00	56.22%	121,518.98	4,857.02
Trustee Fee	2,248.98	2,118.02	4,367.00	51.50%	4,367.00	-
Fees Total	78,045.83	62,199.17	140,245.00	55.65%	135,387.98	4,857.02
10						
Furniture & Equipment						
Office Furniture & Equipment	-	100.00	100.00	0.00%	100.00	-
Furniture & Equipment Total	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
11						
Insurance						
Insurance-Other	3,046.49	(579.49)	2,467.00	123.49%	4,500.00	(2,033.00)
Insurance-Property	112,050.87	178,928.13	290,979.00	38.51%	290,979.00	-
Insurance Total	115,097.36	178,348.64	293,446.00	39.22%	295,479.00	(2,033.00)
12						
Maintenance & Repair						
Freight on Maint. Materials	2,584.10	(2,584.10)	-	0.00%	2,584.10	(2,584.10)
Maint Contracts, Miscellaneous	19,236.49	3,763.51	23,000.00	83.64%	29,000.00	(6,000.00)
Maint Contracts-Electrical	38.48	1,161.52	1,200.00	3.21%	1,200.00	-
Maint Contracts-Elevator	10,129.56	9,870.44	20,000.00	50.65%	20,000.00	-
Maint Contracts-Equipment Repairs	-	250.00	250.00	0.00%	-	250.00
Maint Contracts-Extermination	15,502.00	7,998.00	23,500.00	65.97%	27,000.00	(3,500.00)
Maint Contracts-Heating & Cooling	3,095.12	1,904.88	5,000.00	61.90%	6,000.00	(1,000.00)
Maint Contracts-Janitorial	2,149.00	(2,149.00)	-	0.00%	4,000.00	(4,000.00)
Maint Contracts-Landscape & Grounds	14,714.67	3,285.33	18,000.00	81.75%	21,000.00	(3,000.00)
Maint Contracts-Plumbing	1,507.59	(1,007.59)	500.00	301.52%	3,000.00	(2,500.00)
Maint Contracts-Trash Removal	19,580.24	14,419.76	34,000.00	57.59%	33,556.04	443.96
Maint Contracts-Unit Turnaround	3,615.00	(3,615.00)	-	0.00%	5,000.00	(5,000.00)
Maint Matl - Building Supplies	5,424.54	(5,424.54)	-	0.00%	5,424.54	(5,424.54)
Maint Matl - Gasoline	810.54	689.46	1,500.00	54.04%	1,600.00	(100.00)
Maint Matl - Miscellaneous	106,722.38	9,277.62	116,000.00	92.00%	116,000.00	-
Maint Matl - Tools & Equipment	378.68	3,621.32	4,000.00	9.47%	2,000.00	2,000.00
Maintenance Equipment Rentals	5,285.00	(5,285.00)	-	0.00%	7,500.00	(7,500.00)
Maintenance & Repair Total	210,773.39	36,176.61	246,950.00	85.35%	284,864.68	(37,914.68) C
13						
Marketing						
Advertising & Marketing	-	50.00	50.00	0.00%	50.00	-
Marketing Total	-	50.00	50.00	0.00%	50.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
14						
Other Expense						
Amortization of Tax Credit Fees	7,944.00	7,944.00	15,888.00	50.00%	15,888.00	-
Amortized Loan Costs	5,703.42	5,700.58	11,404.00	50.01%	11,404.00	-
Collection Losses	2,530.72	7,568.28	10,099.00	25.06%	6,000.00	4,099.00
Depreciation	373,768.00	269,557.00	643,325.00	58.10%	643,325.00	-
Equity Transfer Out (net cash flow) LP to GP	98,697.20	(98,697.20)	-	0.00%	98,697.20	(98,697.20) D
Extraordinary Maintenance	32,712.80	(32,712.80)	-	0.00%	40,000.00	(40,000.00) E
Interest Expense	129,125.04	64,562.96	193,688.00	66.67%	193,688.00	-
Interest Expense-AHP Loan	2,897.30	(2,897.30)	-	0.00%	4,966.80	(4,966.80) F
Interest Expense-Seller Financing	143,868.34	107,729.66	251,598.00	57.18%	251,598.00	-
Other General Expenses	454.18	(454.18)	-	0.00%	750.00	(750.00)
Property Taxes	29,349.00	29,349.00	58,698.00	50.00%	58,698.00	-
Sales Tax	6,447.18	(6,447.18)	-	0.00%	8,000.00	(8,000.00) G
Sundry, Miscellaneous	1,789.43	3,210.57	5,000.00	35.79%	4,000.00	1,000.00
Other Expense Total	835,286.61	354,413.39	1,189,700.00	70.21%	1,337,015.00	(147,315.00)
15						
Personnel						
Compensated Absences	23,045.15	(23,045.15)	-	0.00%	41,536.40	(41,536.40)
FICA/MEDICARE, Admin	4,933.39	1,787.61	6,721.00	73.40%	8,377.10	(1,656.10)
FICA/MEDICARE, Maintenance	7,973.63	5,608.37	13,582.00	58.71%	13,554.12	27.88
FICA/MEDICARE, Res Services	2,437.14	2,192.86	4,630.00	52.64%	4,160.18	469.82
Health Ins, Admin	11,613.74	7,267.26	18,881.00	61.51%	19,894.14	(1,013.14)
Health Ins, Maintenance	21,919.88	18,871.12	40,791.00	53.74%	37,544.84	3,246.16
Health Ins, Res Services	4,930.44	3,426.56	8,357.00	59.00%	8,451.96	(94.96)
Insurance-Workers Comp	3,172.84	2,146.16	5,319.00	59.65%	5,319.00	-
Retirement Benefits, Admin	1,157.04	327.96	1,485.00	77.92%	1,711.06	(226.06)
Retirement Benefits, Maintenance	6,325.84	(4,840.84)	1,485.00	425.98%	10,666.96	(9,181.96)
Retirement Benefits, Res Services	1,950.75	1,271.25	3,222.00	60.54%	3,327.86	(105.86)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Salaries - Administrative	65,279.70	51,220.30	116,500.00	56.03%	110,157.12	6,342.88
Salaries - Maintenance	94,902.29	95,075.71	189,978.00	49.95%	159,531.64	30,446.36
Salaries - Resident Services (SSP)	28,120.24	32,397.76	60,518.00	46.47%	47,944.98	12,573.02 H
Staff Training	2,734.20	918.80	3,653.00	74.85%	3,653.00	-
Travel Expense	530.92	(530.92)	-	0.00%	530.92	(530.92)
Personnel Total	281,027.19	194,094.81	475,122.00	59.15%	476,361.28	(1,239.28)
16						
Supplies						
Office Supplies	1,430.58	1,869.42	3,300.00	43.35%	3,300.00	-
Postage	458.49	212.51	671.00	68.33%	671.00	-
Supplies Total	1,889.07	2,081.93	3,971.00	47.57%	3,971.00	-
17						
Technology						
Computer/IT Expense	17,999.78	12,000.22	30,000.00	60.00%	30,000.00	-
Technology Total	17,999.78	12,000.22	30,000.00	60.00%	30,000.00	-
18						
Tenant Services						
Resident Participation Funds (PT)	3,098.28	4,001.72	7,100.00	43.64%	7,100.00	-
Resident Participation Funds (SP)	-	-	-	0.00%	-	-
Tenant Services (PT)	106.81	(106.81)	-	0.00%	500.00	(500.00)
Tenant Services (SP)	-	-	-	0.00%	-	-
Tenant Services-Computer Labs	-	2,000.00	2,000.00	0.00%	2,000.00	-
Tenant Services-Res Services Coordinator	10,738.75	20,230.25	30,969.00	34.68%	18,535.00	12,434.00 H
Tenant Services-Transportation	7,867.44	5,619.56	13,487.00	58.33%	13,487.00	-
Tenant Services Total	21,811.28	31,744.72	53,556.00	40.73%	41,622.00	11,934.00
19						
Utilities						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Electricity	103,592.05	49,060.95	152,653.00	67.86%	169,256.44	(16,603.44)
Natural Gas	9,648.61	11,626.39	21,275.00	45.35%	17,056.76	4,218.24
Sewer	35,773.81	13,973.19	49,747.00	71.91%	59,956.24	(10,209.24)
Telephone	-	3,166.00	3,166.00	0.00%	-	3,166.00
Water	52,542.93	20,498.07	73,041.00	71.94%	86,324.96	(13,283.96)
Utilities Total	201,557.40	98,324.60	299,882.00	67.21%	332,594.40	(32,712.40)
(8) Expense Total	1,787,595.74	992,915.26	2,780,511.00	64.29%	2,989,319.34	(208,808.34)
Grand Total	1,787,595.74	992,915.26	2,780,511.00	64.29%	2,989,319.34	(208,808.34)
Net Income	(526,927.18)	(40,323.82)	(567,251.00)		(821,307.12)	(254,056.12)
Add Back Depreciation	373,768.00	269,557.00	643,325.00		643,325.00	
Net Income Before Depreciation	(153,159.18)	229,233.18	76,074.00		(177,982.12)	

Stuart Parker Tower

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	410,258.12	Beginning Cash Operating	188,666.07
YTD AR Changes	(132,589.68)	Projected Income	907,343.66
Add Back Depreciation	373,768.00	Projected Expenses	(1,201,723.60)
Add Back Amortization	13,647.42	Add Back Amortization	13,644.58
Equipment Purchases	(9,385.00)	Add Back Depreciation	269,557.00
YTD AP Changes	(18,827.67)	Note Payments	25,518.23
Change in Equity	-	Ending Cash	203,005.94
Note Payments	25,518.23	Need to draw on Reserves!!!!	
YTD Income	1,260,668.56	Estimated Waterfall Calculation	
YTD Expenses	(1,787,595.74)	Ending Cash	203,005.94
	135,462.24	Security Deposits	120,017.74
Funded by Bond Fund	(68,306.55)	AR - HUD	3,405.97
Funded by Taxes & Ins Fund	82,473.61	Cash Available	326,429.65
Funded by Operating Reserve	57,730.05		
Funded by Replacement Reserve	(13,679.36)		
Funded by Additional Reserves	(70.00)		
Funded by Security Deposits	(4,943.92)		
	53,203.83		
Current Operating	188,666.07		
Balance Sheet Amount	188,666.07		
	-		

Stuart Parker Tower

Notes to Financial Statements

As of July 31, 2024

- A. Need to look at vacancy percentage, but sure it is higher than budgeted.
- B Need to research additional legal fees.
- C This property has significant well issues, we will be tapping into reserves as well.
- D Not sure why this wasn't budgeted.
- E This should be asked for out of reserves, need to check.
- F Not sure why this wasn't budgeted.
- G Not sure why this is a separate line item, more research needed.
- H the budget is just on the wrong line, they cancel each other out.

Bryant Walkway

Balance Sheet

As of July 31, 2024

Property	02-05		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, BW OPERATING, FIRST MID #0096	86,342.97		34,640.78
MHDC Property & Liability Insurance Reserve	27,056.65		(8,953.26)
MHDC Property Tax Reserve	2,353.61		13,903.09
Operating Reserves-MHDC #3947	141,980.32		142,784.93
Petty Cash Fund	25.00		25.00
REPLACEMENT RESERVES, FIRST MID #9322	17,088.52		20,300.19
Replacement Reserves, MHDC	140,424.37		151,136.40
Security Deposit Funds - Utilities	1,500.00		1,500.00
SECURITY DEPOSITS-BWW, FIRST MID #0110	20,386.22		24,363.93
Cash Total	437,157.66		379,701.06
2			
Short Term Assets			
Accounts Receivable, Tenants	11,737.10		8,241.52
Allowance for Doubtful Accounts	(11,737.10)		(11,737.10)
HAP A/R	2,619.23		1,462.97
Prepaid Expenses	-		4,394.09
Prepaid Insurance	502.66		27,413.36
Short Term Assets Total	3,121.89		29,774.84
3			
Long Term Assets			
Accumulated Amortization of LIHTC Fees	(30,625.64)		(33,471.32)
Accumulated Amortization of Loan Costs	(2,348.36)		(2,661.38)
Accumulated Depreciation	(1,383,936.73)		(1,544,033.82)
Assets, Dwelling Structures	8,613,179.00		8,613,179.00
Assets, Land	290.00		290.00
Office Furniture & Equipment	183,377.00		183,377.00
Site Improvements/Infrastructure	686,066.20		686,066.20
Tax Credit Fees	56,913.00		56,913.00
Unamortized Bond Issue Costs	9,390.00		9,390.00
Long Term Assets Total	8,132,304.47		7,969,048.68

(1) Asset Total	8,572,584.02	8,378,524.58
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(2) Liability

4

Short Term Liabilities

A/P-Mgmt Fees, CHA BA	(1,671.04)	(1,929.21)
Accounts Payable, COCC	(35.40)	(1,893.22)
Accrued Payroll Taxes Payable	(203.84)	(277.88)
Accrued Retirement Payable	(80.81)	(151.62)
Accrued Vacation Leave - Current	(2,494.21)	(2,494.21)
Accrued Vacation Leave - Non-Current	(1,662.80)	(1,662.80)
Accrued Wages Payable	(2,824.96)	(3,847.17)
Accts Payable, Vendors & Contractors	(5,395.88)	-
Asset Management Fees Payable	(33,289.44)	(4,477.42)
Property Taxes Payable	-	(9,794.22)
Security Deposits, Tenants	(20,275.50)	(24,245.29)
Tenant Prepaid Rents	(5,097.78)	-
W/C Insurance Liability	(566.78)	(759.93)
Short Term Liabilities Total	(73,598.44)	(51,532.97)

5

Long Term Liabilities

Accrued Interest -Other Notes Payable	(630.65)	(625.56)
Accrued Interest-Deferred Dev Fee	(53,506.24)	(62,381.68)
Deferred Developer Fees Payable	(304,301.45)	(304,301.45)
Note Payable CCHT - CHA Loan - non current	(500,000.00)	(500,000.00)
Note Payable CHA - MHDC HOME non-current	(550,000.00)	(550,000.00)
Note Payable-MHDC Fund Balance - current	(5,653.18)	(5,653.18)
Note Payable-MHDC Fund Balance non-current	(224,695.86)	(221,420.49)
Long Term Liabilities Total	(1,638,787.38)	(1,644,382.36)

6

Equity

Federal LIHTC Equity-Red Stone	(5,054,154.75)	(5,054,154.75)
GP Equity	(100,000.00)	(100,000.00)
Other change in Equity - Syndication Fees	40,000.00	40,000.00
Retained Earnings, BWW HDG, LP	1,343,856.32	1,343,856.32
State LIHTC Equity-Gardner	(3,165,097.00)	(3,165,097.00)
Equity Total	(6,860,198.20)	(6,860,198.20)

(2) Liability Total	(8,572,584.02)	(8,556,113.53)
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Grand Total	-	(177,588.95)
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Net Income

(177,588.95)

Bryant Walkway Income Statement

As of July 31, 2024

Property 02-05

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Dwelling Rent	97,766.35	92,851.65	190,618.00	51.29%	168,700.64	(21,917.36) A
HAP Subsidy	130,846.65	71,092.35	201,939.00	64.80%	201,939.00	-
Non-Dwelling Rentals	-	-	-	0.00%	-	-
Vacancies-Rent Loss to Lease	(7,766.60)	(84.40)	(7,851.00)	98.92%	(14,091.20)	(6,240.20)
Vacancies-Rental Concessions	(1,537.59)	1,537.59	-	0.00%	(3,075.18)	(3,075.18)
Vacancy Loss	(6,836.71)	2,910.71	(3,926.00)	174.14%	(13,673.42)	(9,747.42)
Income Total	212,472.10	168,307.90	380,780.00	55.80%	339,799.84	(40,980.16)
20						
Other Income						
Cable TV	-	-	-	0.00%	-	-
Fee for Service	1,732.25	(1,332.25)	400.00	433.06%	3,000.00	2,600.00
Interest on Investments	4,029.81	1,470.19	5,500.00	73.27%	7,340.68	1,840.68
Interest on Replacement Reserves	1,442.27	(442.27)	1,000.00	144.23%	2,681.38	1,681.38
Laundry Income	-	-	-	0.00%	-	-
Non-Dwelling Work Orders	-	-	-	0.00%	-	-
Other Income	-	500.00	500.00	0.00%	500.00	-
Other Income - Work Orders	3,037.39	462.61	3,500.00	86.78%	4,000.00	500.00
Other Tenant Charges	194.48	(194.48)	-	0.00%	194.48	194.48
Other Income Total	10,436.20	463.80	10,900.00	95.74%	17,716.54	6,816.54
(4) Income Total	222,908.30	168,771.70	391,680.00	56.91%	357,516.38	(34,163.62)
Grand Total	222,908.30	168,771.70	391,680.00	56.91%	357,516.38	(34,163.62)

Bryant Walkway Expense Statement

As of July 31, 2024

Property 02-05

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	3,287.44	4,864.56	8,152.00	40.33%	8,152.00	-
Inspections	814.00	(814.00)	-	0.00%	1,000.00	(1,000.00)
Legal Expenses	80.50	419.50	500.00	16.10%	500.00	-
Memberships & Dues	158.82	(41.82)	117.00	135.74%	200.00	(83.00)
Professional Services	170.00	330.00	500.00	34.00%	500.00	-
Contracted Services Total	4,510.76	4,758.24	9,269.00	48.67%	10,352.00	(1,083.00)
9						
Fees						
Asset Mgt Fee - Federal LIHTC	3,000.24	(3,000.24)	-	0.00%	6,000.48	(6,000.48)
Asset Mgt. Fee - State LIHTC	1,477.74	(1,477.74)	-	0.00%	2,955.48	(2,955.48)
Property Mgmt Fees	12,742.18	19,324.82	32,067.00	39.74%	21,625.94	10,441.06
Trustee Fee	-	-	-	0.00%	-	-
Fees Total	17,220.16	14,846.84	32,067.00	53.70%	30,581.90	1,485.10 B
10						
Furniture & Equipment						
Office Furniture & Equipment	-	100.00	100.00	0.00%	100.00	-
Furniture & Equipment Total	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
11						
Insurance						
Insurance-Other	2,369.82	(2,094.82)	275.00	861.75%	4,000.00	(3,725.00)
Insurance-Property	32,393.07	28,270.93	60,664.00	53.40%	60,664.00	-
Insurance Total	34,762.89	26,176.11	60,939.00	57.05%	64,664.00	(3,725.00)
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	7,387.80	(387.80)	7,000.00	105.54%	10,000.00	(3,000.00)
Maint Contracts-Electrical	138.64	11.36	150.00	92.43%	200.00	(50.00)
Maint Contracts-Elevator	-	-	-	0.00%	-	-
Maint Contracts-Equipment Repairs	-	3,750.00	3,750.00	0.00%	2,500.00	1,250.00
Maint Contracts-Extermination	5,352.00	2,448.00	7,800.00	68.62%	7,800.00	-
Maint Contracts-Heating & Cooling	1,115.47	884.53	2,000.00	55.77%	2,000.00	-
Maint Contracts-Landscape & Grounds	5,400.00	600.00	6,000.00	90.00%	8,100.00	(2,100.00)
Maint Contracts-Plumbing	230.64	(180.64)	50.00	461.28%	500.00	(450.00)
Maint Contracts-Trash Removal	623.16	5,876.84	6,500.00	9.59%	1,500.00	5,000.00
Maint Matl - Gasoline	259.84	240.16	500.00	51.97%	500.00	-
Maint Matl - Miscellaneous	15,115.68	1,884.32	17,000.00	88.92%	20,000.00	(3,000.00)
Maint Matl - Tools & Equipment	-	50.00	50.00	0.00%	50.00	-
Maintenance Equipment Rentals	1,890.00	(1,890.00)	-	0.00%	3,000.00	(3,000.00)
Maintenance & Repair Total	37,513.23	13,286.77	50,800.00	73.84%	56,150.00	(5,350.00)
13						
Marketing						
Advertising & Marketing	-	50.00	50.00	0.00%	50.00	-
Marketing Total	-	50.00	50.00	0.00%	50.00	-
14						
Other Expense						
Amortization of Tax Credit Fees	2,845.68	2,845.32	5,691.00	50.00%	5,691.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Amortized Loan Costs	313.02	312.98	626.00	50.00%	626.00	-
Collection Losses	5,066.52	(3,411.52)	1,655.00	306.13%	7,500.00	(5,845.00) C
Depreciation	160,097.09	137,645.91	297,743.00	53.77%	297,743.00	-
Equity Transfer Out (net cash flow) LP to GP	14,638.32	(14,638.32)	-	0.00%	14,638.32	(14,638.32) D
Extraordinary Maintenance	7,970.00	(7,970.00)	-	0.00%	7,970.00	(7,970.00) E
Interest Expense	-	-	-	0.00%	-	-
Interest Expense - MHDC Loans	4,335.68	3,067.32	7,403.00	58.57%	7,403.00	-
Interest Expense - Seller Financing	-	-	-	0.00%	-	-
Interest Expense -Def Developer Fee	8,875.44	6,339.56	15,215.00	58.33%	15,215.00	-
Property Taxes	9,794.22	9,793.78	19,588.00	50.00%	19,588.00	-
Sales Tax	911.31	(911.31)	-	0.00%	911.31	(911.31)
Sundries, Admin	374.15	225.85	600.00	62.36%	600.00	-
Other Expense Total	215,221.43	133,299.57	348,521.00	61.75%	377,885.63	(29,364.63)

15

Personnel

Compensated Absences	4,327.99	(4,327.99)	-	0.00%	8,198.94	(8,198.94)
FICA/MEDICARE, Admin	1,839.31	457.69	2,297.00	80.07%	3,134.82	(837.82)
FICA/MEDICARE, Maintenance	1,489.45	1,242.55	2,732.00	54.52%	2,538.68	193.32
FICA/MEDICARE, Res Services	34.58	63.42	98.00	35.29%	69.16	28.84
Health Ins, Admin	1,869.10	1,217.90	3,087.00	60.55%	3,223.74	(136.74)
Health Ins, Maintenance	5,232.04	4,226.96	9,459.00	55.31%	8,902.92	556.08
Health Ins, Res Services	-	-	-	0.00%	-	-
Insurance-Workers Comp	695.81	466.19	1,162.00	59.88%	1,187.46	(25.46)
Retirement Benefits, Admin	245.41	44.59	290.00	84.62%	335.94	(45.94)
Retirement Benefits, Maintenance	1,289.95	(999.95)	290.00	444.81%	2,197.96	(1,907.96)
Retirement Benefits, Res Services	25.19	(25.19)	-	0.00%	50.38	(50.38)
Salaries - Administrative	23,085.66	17,359.34	40,445.00	57.08%	39,093.62	1,351.38
Salaries - Maintenance	18,476.00	19,732.00	38,208.00	48.36%	30,876.38	7,331.62
Salaries - Resident Services	428.06	858.94	1,287.00	33.26%	856.12	430.88
Staff Training	651.00	44.00	695.00	93.67%	695.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Personnel Total	59,689.55	40,360.45	100,050.00	59.66%	101,361.12	(1,311.12)
16						
Supplies						
Office Supplies	402.83	97.17	500.00	80.57%	600.00	(100.00)
Postage	365.45	(98.45)	267.00	136.87%	450.00	(183.00)
Supplies Total	768.28	(1.28)	767.00	100.17%	1,050.00	(283.00)
17						
Technology						
Computer/IT Expense	2,517.80	2,482.20	5,000.00	50.36%	5,000.00	-
Technology Total	2,517.80	2,482.20	5,000.00	50.36%	5,000.00	-
18						
Tenant Services						
Resident Participation Funds	-	1,350.00	1,350.00	0.00%	1,350.00	-
Tenant Services (BW)	468.00	(468.00)	-	0.00%	468.00	(468.00)
Tenant Services-Computer Labs	-	-	-	0.00%	-	-
Tenant Services-Res Services Coordinator	6,436.50	4,597.50	11,034.00	58.33%	11,034.00	-
Tenant Services-Transportation	-	-	-	0.00%	-	-
Tenant Services Total	6,904.50	5,479.50	12,384.00	55.75%	12,852.00	(468.00)
19						
Utilities						
Electricity	3,478.87	796.13	4,275.00	81.38%	6,436.72	(2,161.72)
Natural Gas	1,587.85	844.15	2,432.00	65.29%	3,034.54	(602.54)
Sewer	7,398.34	4,776.66	12,175.00	60.77%	12,564.84	(389.84)
Telephone	-	637.00	637.00	0.00%	-	637.00
Water	8,923.59	4,696.41	13,620.00	65.52%	14,887.22	(1,267.22)
Utilities Total	21,388.65	11,750.35	33,139.00	64.54%	36,923.32	(3,784.32) F

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense Total	400,497.25	252,588.75	653,086.00	61.32%	696,969.97	(43,883.97)
Grand Total	400,497.25	252,588.75	653,086.00	61.32%	696,969.97	(43,883.97)
Net Income	(177,588.95)	(83,817.05)	(261,406.00)		(339,453.59)	(78,047.59)
Add Back Depreciation	160,097.09	137,645.91	297,743.00		297,743.00	
Net Income Before Depreciation	(17,491.86)	53,828.86	36,337.00	-	(41,710.59)	(78,047.59)

Bryant Walkway

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	86,342.97	Beginning Cash Operating	34,640.78
YTD AR Changes	(26,652.95)	Projected Income	134,608.08
Add Back Depreciation	160,097.09	Projected Expenses	(296,472.72)
Add Back Amortization	3,158.70	Add Back Amortization	3,158.30
Equipment Purchases	-	Add Back Depreciation	137,645.91
YTD AP Changes	(22,065.47)	Note Payments	5,594.98
Change in Equity	-	Ending Cash	19,175.33
Note Payments	5,594.98	Need to draw on Reserves!!!!	
YTD Income	222,908.30	Estimated Waterfall Calculation	
YTD Expenses	(400,497.25)	Ending Cash	19,175.33
	28,886.37	Security Deposits	24,363.93
Funded by Bond Fund		AR - HUD	1,462.97
Funded by Taxes & Ins Fund	24,460.43	Cash Available	45,002.23
Funded by Operating Reserve	(804.61)		
Funded by Replacement Reserve	(13,923.70)		
Funded by Additional Reserves			
Funded by Security Deposits	(3,977.71)		
	5,754.41		
Current Operating	34,640.78		
Balance Sheet Amount	34,640.78		
	0.00		

Bryant Walkway

Notes to Financial Statements

As of July 31, 2024

- A. Rent is less than budgeted, need to look at the budget and see why it was so high.
- B The budget was put in the wrong place
- C Need to research why this is so high.
- D Not sure why this wasn't budgeted
- E This should be drawn out of reserves, need to find out.
- F Vacancy up, utilities go up.

Bryant Walkway II

Balance Sheet

As of July 31, 2024

	02-06	
	Sum of Begin	Sum of End
(1) Asset		
Cash		
CASH, BW II OPERATING, FIRST MID #0222	62,046.51	38,144.30
MHDC Property & Liability Insurance Reserve	15,945.17	9,226.92
MHDC Property Tax Reserve	1,639.24	9,556.86
Operating Reserve, MHDC	80,990.34	81,449.32
Petty Cash Fund	25.00	25.00
REPLACEMENT RESERVES, FIRST MID #9364	20,395.01	24,383.04
Replacement Reserves, MHDC	86,424.77	87,756.21
Security Deposit Funds - Utilities	1,500.00	1,500.00
SECURITY DEPOSITS-BWW II, FIRST MID #0250	13,547.81	16,188.63
Cash Total	282,513.85	268,230.28
 2		
Short Term Assets		
Accounts Receivable, Tenants	2,534.26	(788.95)
Allowance for Doubtful Accounts	(2,534.26)	(2,534.26)
HAP A/R	341.42	-
Prepaid Expenses	-	3,024.30
Prepaid Insurance	248.03	11,733.51
Short Term Assets Total	589.45	11,434.60
 3		
Long Term Assets		
Accumulated Amortization of LIHTC Fees	(16,343.66)	(17,705.72)
Accumulated Amortization of Loan Costs	(1,925.00)	(2,187.50)
Accumulated Depreciation	(857,513.21)	(937,865.01)
Assets, Dwelling Structures	4,985,739.00	4,985,739.00
Assets, Land	240,000.00	240,000.00
Office Furniture & Equipment	118,792.00	118,792.00
Site Improvements/Infrastructure	196,537.00	196,537.00
Tax Credit Fees	27,241.00	27,241.00
Unamortized Bond Issue Costs	10,500.00	10,500.00
Long Term Assets Total	4,703,027.13	4,621,050.77
(1) Asset Total	4,986,130.43	4,900,715.65

(2) Liability

4

Short Term Liabilities		
A/P-Mgmt Fees, CHA BA	(1,059.56)	(1,179.18)
Accounts Payable, COCC	(298.17)	(7,582.81)
Accrued Payroll Taxes Payable	(91.15)	(111.79)
Accrued Retirement Payable	(36.31)	(64.98)
Accrued Vacation Leave - Current	(933.95)	(933.95)
Accrued Vacation Leave - Non-Current	(622.64)	(622.64)
Accrued Wages Payable	(1,251.33)	(1,528.48)
Accts Payable, Vendors & Contractors	(2,955.94)	-
Asset Management Fees Payable	(8,694.35)	(13,172.33)
Property Taxes Payable	-	(6,721.74)
Security Deposits, Tenants	(13,479.64)	(16,109.00)
Tenant Prepaid Rents	(5,384.32)	-
W/C Insurance Liability	(72.39)	(105.89)
Short Term Liabilities Total	(34,879.75)	(48,132.79)

5

Long Term Liabilities		
Accrued Interest - Seller Financing	(98,452.20)	(117,182.03)
City of Columbia HOME -non-current	(200,000.00)	(200,000.00)
Note Payable CCHT - CHA Loan - non current	(300,000.00)	(300,000.00)
Note Payable-MHDC HOME non-current	(625,438.00)	(605,661.00)
Notes Payable CHA - Bryant WWII-Seller Financing - non-current	(1,234,935.00)	(1,234,935.00)
Long Term Liabilities Total	(2,458,825.20)	(2,457,778.03)

6

Equity		
Federal LIHTC Equity-Red Stone	(1,908,433.80)	(1,908,433.80)
GP Equity	(290,000.00)	(290,000.00)
Other change in Equity - Net Cash Flow Distribution LP	26,971.00	26,971.00
Other change in Equity - Net Cash Flow Distribution SLP	1,419.53	1,419.53
Other change in Equity - Syndication Fees	40,000.00	40,000.00
Retained Earnings, BWWII HDG, LP	796,858.53	796,858.53
State LIHTC Equity-Gardner	(1,210,177.20)	(1,210,177.20)
Equity Total	(2,492,425.48)	(2,492,425.48)

(2) Liability Total	(4,986,130.43)	(4,998,336.30)
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Grand Total	-	(97,620.65)
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Net Income		(97,620.65)
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Bryant Walkway II

Income Statement

As of July 31, 2024

Property 02-06

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Dwelling Rent	65,606.26	49,818.74	115,425.00	56.84%	114,084.52	(1,340.48)
HAP Subsidy	74,253.74	50,477.26	124,731.00	59.53%	124,731.00	-
Non-Dwelling Rentals	-	-	-	0.00%	-	-
Vacancies-Rent Loss to Lease	(4,464.16)	2,062.16	(2,402.00)	185.85%	(8,274.32)	(5,872.32)
Vacancies-Rental Concessions	(849.13)	849.13	-	0.00%	(1,698.26)	(1,698.26)
Vacancy Loss	(3,422.29)	(1,380.71)	(4,803.00)	71.25%	(6,844.58)	(2,041.58)
Income Total	131,124.42	101,826.58	232,951.00	56.29%	221,998.36	(10,952.64)
20						
Other Income						
Cable TV	-	-	-	0.00%	-	-
Fee for Service	-	-	-	0.00%	-	-
Interest on Investments	3,172.70	827.30	4,000.00	79.32%	5,658.94	1,658.94
Interest on Replacement Reserves	1,234.81	(234.81)	1,000.00	123.48%	2,225.74	1,225.74
Laundry Income	-	-	-	0.00%	-	-
Non-Dwelling Work Orders	-	-	-	0.00%	-	-
Other Income	-	500.00	500.00	0.00%	500.00	-
Other Income - Work Orders	637.35	562.65	1,200.00	53.11%	1,300.00	100.00
Other Tenant Charges	80.50	(80.50)	-	0.00%	80.50	80.50
Other Income Total	5,125.36	1,574.64	6,700.00	76.50%	9,765.18	3,065.18
(4) Income Total	136,249.78	103,401.22	239,651.00	56.85%	231,763.54	(7,887.46)
Grand Total	136,249.78	103,401.22	239,651.00	56.85%	231,763.54	(7,887.46)

Bryant Walkway II

Expense Statement

As of July 31, 2024

Property 02-06

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	2,191.64	3,243.36	5,435.00	40.32%	5,435.00	-
Inspections	623.00	(623.00)	-	0.00%	623.00	(623.00)
Legal Expenses	-	500.00	500.00	0.00%	500.00	-
Memberships & Dues	118.16	(55.16)	63.00	187.56%	200.00	(137.00)
Professional Services	35.00	465.00	500.00	7.00%	500.00	-
Contracted Services Total	2,967.80	3,530.20	6,498.00	45.67%	7,258.00	(760.00)
9						
Fees						
Asset Mgt Fee - Federal LIHTC	3,000.24	2,970.51	5,970.75	50.25%	5,970.75	-
Asset Mgt. Fee - State LIHTC	1,477.74	1,507.51	2,985.25	49.50%	2,985.25	-
Property Mgmt Fees	7,844.44	6,234.56	14,079.00	55.72%	13,330.52	748.48
Trustee Fee	-	-	-	0.00%	-	-
Fees Total	12,322.42	10,712.58	23,035.00	53.49%	22,286.52	748.48
10						
Furniture & Equipment						
Office Furniture & Equipment	-	100.00	100.00	0.00%	100.00	-
Furniture & Equipment Total	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
11						
Insurance						
Insurance-Other	1,980.49	(1,210.49)	770.00	257.21%	2,500.00	(1,730.00)
Insurance-Property	13,861.61	15,963.39	29,825.00	46.48%	29,825.00	-
Insurance Total	15,842.10	14,752.90	30,595.00	51.78%	32,325.00	(1,730.00)
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	3,099.33	4,400.67	7,500.00	41.32%	7,000.00	500.00
Maint Contracts-Electrical	-	100.00	100.00	0.00%	100.00	-
Maint Contracts-Elevator	-	-	-	0.00%	-	-
Maint Contracts-Equipment Repairs	-	1,182.00	1,182.00	0.00%	750.00	432.00
Maint Contracts-Extermination	1,936.00	2,064.00	4,000.00	48.40%	3,016.00	984.00
Maint Contracts-Heating & Cooling	74.88	25.12	100.00	74.88%	100.00	-
Maint Contracts-Landscape & Grounds	7,590.00	(2,590.00)	5,000.00	151.80%	13,380.00	(8,380.00)
Maint Contracts-Plumbing	146.41	(46.41)	100.00	146.41%	300.00	(200.00)
Maint Contracts-Trash Removal	1,645.90	5,854.10	7,500.00	21.95%	4,000.00	3,500.00
Maint Contracts-Unit Turnaround	1,574.73	(1,574.73)	-	0.00%	3,000.00	(3,000.00)
Maint Matl - Building Supplies	213.70	(213.70)	-	0.00%	500.00	(500.00)
Maint Matl - Gasoline	222.72	27.28	250.00	89.09%	350.00	(100.00)
Maint Matl - Miscellaneous	8,742.17	(5,242.17)	3,500.00	249.78%	10,000.00	(6,500.00)
Maint Matl - Tools & Equipment	-	150.00	150.00	0.00%	150.00	-
Maintenance Equipment Rentals	927.15	(927.15)	-	0.00%	1,000.00	(1,000.00)
Maintenance & Repair Total	26,172.99	3,209.01	29,382.00	89.08%	43,646.00	(14,264.00) A
13						
Marketing						
Advertising & Marketing	-	50.00	50.00	0.00%	50.00	-
Marketing Total	-	50.00	50.00	0.00%	50.00	-
14						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Other Expense						
Amortization of Tax Credit Fees	1,362.06	1,361.94	2,724.00	50.00%	2,724.00	-
Amortized Loan Costs	262.50	262.50	525.00	50.00%	525.00	-
Collection Losses	1,101.54	(162.54)	939.00	117.31%	2,200.00	(1,261.00)
Depreciation	80,351.80	63,333.20	143,685.00	55.92%	143,685.00	-
Equity Transfer Out (net cash flow) LP to GP	3,299.30	(3,299.30)	-	0.00%	3,299.30	(3,299.30) B
Extraordinary Maintenance	16,166.00	(16,166.00)	-	0.00%	20,000.00	(20,000.00) A
Interest Expense	-	-	-	0.00%	-	-
Interest Expense - Seller Financing	18,729.83	13,378.17	32,108.00	58.33%	32,108.00	-
Property Taxes	6,721.74	6,721.26	13,443.00	50.00%	13,443.00	-
Sales Tax	373.10	(373.10)	-	0.00%	500.00	(500.00)
Sundry, Miscellaneous	323.25	276.75	600.00	53.88%	600.00	-
Other Expense Total	128,691.12	65,332.88	194,024.00	66.33%	219,084.30	(25,060.30)

15

Personnel

Compensated Absences	1,842.29	(1,842.29)	-	0.00%	3,498.08	(3,498.08)
FICA/MEDICARE, Admin	841.74	221.26	1,063.00	79.19%	1,439.88	(376.88)
FICA/MEDICARE, Maintenance	509.39	401.61	911.00	55.92%	867.88	43.12
FICA/MEDICARE, Res Services	21.86	44.14	66.00	33.12%	43.72	22.28
Health Ins, Admin	1,224.38	756.62	1,981.00	61.81%	2,118.64	(137.64)
Health Ins, Maintenance	1,744.06	1,408.94	3,153.00	55.31%	2,967.72	185.28
Health Ins, Res Services	-	-	-	0.00%	-	-
Insurance-Workers Comp	281.53	183.47	465.00	60.54%	465.00	-
Retirement Benefits, Admin	171.63	22.37	194.00	88.47%	241.30	(47.30)
Retirement Benefits, Maintenance	433.64	(239.64)	194.00	223.53%	739.12	(545.12)
Retirement Benefits, Res Services	15.92	(15.92)	-	0.00%	31.84	(31.84)
Salaries - Administrative	10,371.23	7,843.77	18,215.00	56.94%	17,578.90	636.10
Salaries - Maintenance	6,241.13	6,494.87	12,736.00	49.00%	10,425.32	2,310.68
Salaries - Resident Services	270.36	587.64	858.00	31.51%	540.72	317.28
Staff Training	181.80	281.20	463.00	39.27%	463.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Personnel Total	24,150.96	16,148.04	40,299.00	59.93%	41,421.12	(1,122.12)
16						
Supplies						
Office Supplies	967.95	(867.95)	100.00	967.95%	1,000.00	(900.00)
Postage	152.43	(21.43)	131.00	116.36%	300.00	(169.00)
Supplies Total	1,120.38	(889.38)	231.00	485.01%	1,300.00	(1,069.00)
17						
Technology						
Computer/IT Expense	1,293.22	1,706.78	3,000.00	43.11%	3,000.00	-
Technology Total	1,293.22	1,706.78	3,000.00	43.11%	3,000.00	-
18						
Tenant Services						
Resident Participation Funds	-	900.00	900.00	0.00%	900.00	-
Tenant Services (BW II)	-	-	-	0.00%	-	-
Tenant Services-Computer Labs	-	-	-	0.00%	-	-
Tenant Services-Res Services Coordinator	3,862.25	2,758.75	6,621.00	58.33%	6,621.00	-
Tenant Services-Transportation	-	-	-	0.00%	-	-
Tenant Services Total	3,862.25	3,658.75	7,521.00	51.35%	7,521.00	-
19						
Utilities						
Electricity	1,472.58	792.42	2,265.00	65.01%	2,945.16	(680.16)
Natural Gas	996.78	433.22	1,430.00	69.70%	1,993.56	(563.56)
Sewer	6,486.62	3,550.38	10,037.00	64.63%	9,887.82	149.18
Telephone	-	274.00	274.00	0.00%	-	274.00
Water	8,491.21	3,510.79	12,002.00	70.75%	11,630.62	371.38
Utilities Total	17,447.19	8,560.81	26,008.00	67.08%	26,457.16	(449.16)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense Total	233,870.43	126,872.57	360,743.00	64.83%	404,449.10	(43,706.10)
Grand Total	233,870.43	126,872.57	360,743.00	64.83%	404,449.10	(43,706.10)
Net Income	(97,620.65)	(23,471.35)	(121,092.00)		(172,685.56)	(51,593.56)
Add Back Depreciation	80,351.80	63,333.20	143,685.00		143,685.00	
Net Income Before Depreciation	(17,268.85)	39,861.85	22,593.00	-	(29,000.56)	(51,593.56)

Bryant Walkway II

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	62,046.51	Beginning Cash Operating	38,144.30
YTD AR Changes	(10,845.15)	Projected Income	95,513.76
Add Back Depreciation	80,351.80	Projected Expenses	(170,578.67)
Add Back Amortization	1,624.56	Add Back Amortization	1,624.44
Equipment Purchases	-	Add Back Depreciation	63,333.20
YTD AP Changes	13,253.04	Note Payments	(1,047.17)
Change in Equity	-	Ending Cash	26,989.86
Note Payments	(1,047.17)	Need to draw on Reserves!!!!	
YTD Income	136,249.78	Estimated Waterfall Calculation	
YTD Expenses	(233,870.43)	Ending Cash	26,989.86
	47,762.94	Security Deposits	16,188.63
		AR - HUD	-
		Cash Available	43,178.49
Funded by Bond Fund			
Funded by Taxes & Ins Fund	(1,199.37)		
Funded by Operating Reserve	(458.98)		
Funded by Replacement Reserve	(5,319.47)		
Funded by Additional Reserves			
Funded by Security Deposits	(2,640.82)		
	(9,618.64)		
Current Operating	38,144.30		
Balance Sheet Amount	38,144.30		
	-		

Bryant Walkway II

Notes to Financial Statements

As of June 30, 2024

A. Way over on maintenance, not sure why, but should also have a reserve draw.

B not sure why this wasn't budgeted.

Kinney Point Balance Sheet

As of July 31, 2024

Property	02-08
	Sum of End
(1) Asset	
Short Term Assets	
Construction In Progress	1,202,776.88
Short Term Assets Total	1,202,776.88
3	
Long Term Assets	
Assets, Land	700,000.00
Long Term Assets Total	700,000.00
(1) Asset Total	1,902,776.88
(2) Liability	
4	
Short Term Liabilities	
Accounts Payable, COCC	(797.60)
Short Term Liabilities Total	(797.60)
5	
Long Term Liabilities	
Note Payable CHA - B Bonds - non current	(85,172.88)
Note Payable CHA, non-current	(1,300,000.00)
Long Term Liabilities Total	(1,385,172.88)
6	
Equity	
GP Equity In	(100.00)
Federal LIHTC Equity In	(517,494.00)
Special Limited Partner Equity-Kinney Point	(10.00)
Equity Total	(517,604.00)
(2) Liability Total	(1,903,574.48)
Grand Total	(797.60)
Net Income	(797.60)

Kinney Point Expense Statement

As of July 31, 2024

Property 02-08

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Memberships & Dues	100.00	(100.00)	-	0.00%	-	-
Publications	569.51	(569.51)	-	0.00%	-	-
Contracted Services Total	669.51	(669.51)	-	0.00%	-	-
14						
Other Expense						
Sundries, Admin	128.09	(128.09)	-	0.00%	-	-
Other Expense Total	128.09	(128.09)	-	0.00%	-	-
(8) Expense Total	797.60	(797.60)	-	0.00%	-	-
Grand Total	797.60	(797.60)	-	0.00%	-	-
Net Income	(797.60)	797.60	-		-	-



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

General Partners In LIHTC Properties

Discussion

Balance Sheet Summary

As of July 31, 2024, the balance sheet for the General Partners reflects the following key points:

- **Total Assets:**
 - The total assets increased slightly from \$2,032,716.04 to \$2,033,595.86. The assets primarily consist of investments in various general partnerships, with the largest being in Stuart Parker GP (\$1,159,833.67) and Bear Creek GP (\$650,086.74).
 - Prepaid insurance, a short-term asset, also saw an increase from \$1,186.55 to \$2,066.37.
- **Liabilities:**
 - **Short-Term Liabilities:** These decreased from -\$186,736.78 to -\$127,973.08, indicating a reduction in accounts payable and other short-term liabilities. The largest change was in accounts payable to COCC, which decreased from -\$168,236.81 to -\$107,944.13.
 - **Long-Term Liabilities:** Long-term liabilities remained relatively stable, with a slight increase from -\$41,793.69 to -\$42,530.61, primarily due to an increase in the operating loan payable.
- **Equity:**
 - The equity position remains at \$1,804,185.57, which is consistent with the prior period. This equity balance is primarily due to the paid-in capital/other contributions offsetting the retained earnings across various GP investments.

2. Income Statement Overview

The income statement for July 2024 highlights the following:

- **Total Income:**
 - The General Partners generated \$188,992.43 in other income year-to-date. However, this entire amount is projected to be earned, aligning with the budgeted income for the year.
- **Total Expenses:**
 - **Personnel Costs:** Personnel costs were the largest expense, totaling \$122,012.58 year-to-date. This includes salaries, health insurance, and other benefits related to protective services, accounting for the majority of the expenses.



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- **Other Expenses:** Other expenses, including insurance, interest expenses, and miscellaneous general expenses, totaled \$3,209.53. These expenses were generally within expectations, though certain categories like insurance and interest expenses need to be monitored closely.
- **Technology and Utilities:** Technology-related expenses were \$3,119.48, and utility costs related to gasoline were \$945.52, both of which are on track but require close monitoring to avoid budget overruns.
- **Net Income:**
 - The net income for the period was \$58,906.60, a positive outcome driven by the income generated, but this is expected to be offset by upcoming expenses, potentially leading to a deficit by year-end if no corrective actions are taken.

3. Budget vs. Actual Performance

The budget comparison provides insight into the financial performance relative to expectations:

- **Income:**
 - The income earned to date aligns with the annual budget expectations, suggesting that revenue projections were accurate and are being met.
- **Expenses:**
 - The total expenses are projected to be \$222,454.07 by year-end, which is within the budget but leaves little room for unexpected costs. The largest variances are expected in personnel costs and general expenses, which could exceed the budget if not carefully managed.
- **Net Income:**
 - While the current net income is positive, the year-end projection suggests a potential deficit of \$33,461.64, indicating that without adjustments, the General Partners may not meet their budgeted financial goals.

4. Key Notes and Considerations

- **Expense Management:** Given that personnel costs represent a significant portion of the budget, it is crucial to monitor these expenses closely to avoid overruns. Similarly, general expenses should be reviewed regularly to identify potential savings.
 - **Revenue Optimization:** To ensure that the projected income aligns with actual performance, it may be beneficial to explore additional revenue streams or optimize existing ones to buffer against unexpected costs.
 - **Liability Management:** The reduction in short-term liabilities is a positive trend, but the slight increase in long-term liabilities warrants attention to ensure that debt levels remain manageable.
-



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Conclusion

The financial statements for July 2024 show that the General Partners are generally on track with their budget, but there are areas that require close monitoring, particularly in managing expenses and liabilities. Strategic adjustments may be necessary to ensure that the year-end financial goals are met.

Recommended Commission Action

Review and consider the report.

General Partners

Balance Sheet

As of July 31, 2024

Property	(Multiple Items)	
	Sum of Begin	Sum of End
(1) Asset		
Short Term Assets		
Prepaid Insurance	1,186.55	2,066.37
Short Term Assets Total	1,186.55	2,066.37
3		
Long Term Assets		
Investment in Bear Creek GP	650,086.74	650,086.74
Investment in Bryant WW GP	71,020.26	71,020.26
Investment in Bryant WW II GP	271,643.07	271,643.07
Investment in MMVH GP	54.00	54.00
Investment in Oak Tower GP	(121,108.25)	(121,108.25)
Investment in Stuart Parker GP	1,159,833.67	1,159,833.67
Long Term Assets Total	2,031,529.49	2,031,529.49
(1) Asset Total	2,032,716.04	2,033,595.86
(2) Liability		
4		
Short Term Liabilities		
Accounts Payable, COCC	(168,236.81)	(107,944.13)
Accrued Payroll Taxes Payable	(417.89)	(616.77)
Accrued Retirement Payable	(221.13)	(380.74)
Accrued Vacation Leave - Current	(6,320.40)	(6,320.40)
Accrued Vacation Leave - Non-Current	(4,213.59)	(4,213.59)
Accrued Wages Payable	(5,614.89)	(8,260.10)
Accts Payable, Vendors & Contractors	(327.85)	-
Operating Loan Payable	(1,300.00)	(1,300.00)
W/C Insurance Liability	(84.22)	1,062.65
Short Term Liabilities Total	(186,736.78)	(127,973.08)
5		
Long Term Liabilities		
Operating Loan Payable	(41,793.69)	(42,530.61)
Long Term Liabilities Total	(41,793.69)	(42,530.61)

6

Equity

Paid-in Capital/Other Contributions	(2,612,889.00)	(2,612,889.00)
Retained Earnings, Bear Creek GP	93,823.47	93,823.47
Retained Earnings, BWW GP	47,845.39	47,845.39
Retained Earnings, BWWII GP	26,905.08	26,905.08
Retained Earnings, MMV GP	5,346.00	5,346.00
Retained Earnings, Oak Towers GP	308,351.70	308,351.70
Retained Earnings, SPPT GP	326,431.79	326,431.79
Equity Total	(1,804,185.57)	(1,804,185.57)

(2) Liability Total	(2,032,716.04)	(1,974,689.26)
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Grand Total	-	58,906.60
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Net Income		58,906.60
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General Partners Income Statement

As of July 31, 2024

Property (Multiple Items)

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Other Income						
Other Income	188,992.43	(188,992.43)	-	0.00%	188,992.43	188,992.43
Other Income Total	188,992.43	(188,992.43)	-	0.00%	188,992.43	188,992.43
(4) Income Total	188,992.43	(188,992.43)	-	0.00%	188,992.43	188,992.43
Grand Total	188,992.43	(188,992.43)	-	0.00%	188,992.43	188,992.43

General Partners Expense Statement

As of July 31, 2024

Property (Multiple Items)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
11						
Insurance						
Insurance-Other	746.62	(746.62)	-	0.00%	1,279.92	(1,279.92)
Insurance Total	746.62	(746.62)	-	0.00%	1,279.92	(1,279.92)
14						
Other Expense						
Interest Expense	736.92	(736.92)	-	0.00%	1,263.29	(1,263.29)
Other General Expenses	1,897.70	(1,897.70)	-	0.00%	2,702.99	(2,702.99)
Sales Tax	1.74	(1.74)	-	0.00%	2.98	(2.98)
Sundry Miscellaneous	176.33	(176.33)	-	0.00%	302.28	(302.28)
Sundry, Miscellaneous	396.84	(396.84)	-	0.00%	680.30	(680.30)
Other Expense Total	3,209.53	(3,209.53)	-	0.00%	4,951.84	(4,951.84)
15						
Personnel						
Compensated Absences	8,355.21	(8,355.21)	-	0.00%	14,323.22	(14,323.22)
FICA/MEDICARE, Protective Services	7,045.62	(7,045.62)	-	0.00%	12,078.21	(12,078.21)
Health Ins, Protective Services	15,293.58	(15,293.58)	-	0.00%	26,217.57	(26,217.57)
Insurance-Workers Comp	1,413.61	(1,413.61)	-	0.00%	2,423.33	(2,423.33)
Retirement Benefits, Protective Services	4,020.41	(4,020.41)	-	0.00%	6,892.13	(6,892.13)
Salaries - Protective Services	85,884.15	(85,884.15)	-	0.00%	147,229.97	(147,229.97)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Personnel Total	122,012.58	(122,012.58)	-	0.00%	209,164.42	(209,164.42)
16						
Supplies						
Office Supplies	52.10	(52.10)	-	0.00%	89.31	(89.31)
Supplies Total	52.10	(52.10)	-	0.00%	89.31	(89.31)
17						
Technology						
Computer/IT Expense	3,119.48	(3,119.48)	-	0.00%	5,347.68	(5,347.68)
Technology Total	3,119.48	(3,119.48)	-	0.00%	5,347.68	(5,347.68)
19						
Utilities						
Safety - Gasoline	945.52	(945.52)	-	0.00%	1,620.89	(1,620.89)
Utilities Total	945.52	(945.52)	-	0.00%	1,620.89	(1,620.89)
(8) Expense Total	130,085.83	(130,085.83)	-	0.00%	222,454.07	(222,454.07)
Grand Total	130,085.83	(130,085.83)	-	0.00%	222,454.07	(222,454.07)
Net Income	58,906.60	(58,906.60)	-		(33,461.64)	(33,461.64)



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

Public Housing – AMP1

Discussion

Balance Sheet Summary

As of July 31, 2024, the balance sheet for AMP 1 reflects the following key points:

- **Total Assets:**
 - **Cash Position:** Cash decreased significantly from \$1,323,413.66 to \$1,146,573.80. This reduction is primarily due to operating expenses and changes in accounts receivable. The largest cash outflow was from AMP 1 Reserves, which decreased from \$1,169,959.38 to \$1,094,113.21.
 - **Short-Term Assets:** Short-term assets increased slightly from \$534,536.71 to \$560,480.04, primarily due to an increase in accounts receivable and prepaid expenses, including prepaid insurance.
 - **Long-Term Assets:** Long-term assets decreased slightly from \$1,456,530.95 to \$1,408,068.88 due to accumulated depreciation.
- **Liabilities:**
 - **Short-Term Liabilities:** These decreased from \$126,408.73 to \$67,848.69, indicating a reduction in accounts payable and other short-term obligations. The most significant changes were in accrued wages payable and PILOT liability, which saw substantial decreases.
- **Equity:**
 - The equity position remains at \$3,188,072.59, reflecting the ongoing reliance on debt and external funding to support operations.

2. Income Statement Overview

The income statement for July 2024 highlights the following:

- **Total Income:**
 - AMP 1 generated \$536,696.53 in income year-to-date, primarily from dwelling rent and HUD revenue. However, the income is behind budget expectations, mainly due to lower-than-expected rental income and higher vacancy losses.
- **Total Expenses:**



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- **Contracted Services:** Expenses related to contracted services were within budget, with total spending at \$6,601.46 year-to-date.
- **Fees:** Asset management and property management fees were generally on track, although property management fees are expected to exceed the budget due to adjustments in projections.
- **Insurance:** Insurance expenses totaled \$50,037.55, with a slight overrun in liability insurance.
- **Maintenance & Repair:** Maintenance costs were significant, particularly in landscaping and grounds maintenance, where expenses exceeded the budget due to a higher-than-expected contract cost with a new service provider.
- **Other Expenses:** Other expenses, including depreciation, PILOT expenses, and sundry miscellaneous costs, were generally within budget.
- **Personnel Costs:** Personnel costs, including salaries, benefits, and associated taxes, totaled \$272,055.12, slightly exceeding budget projections.
- **Net Income:**
 - The net income for the period was -\$140,798.56, reflecting the impact of lower income and higher expenses. After adding back depreciation, the adjusted net income before depreciation was -\$39,923.31.

3. Budget vs. Actual Performance

The budget comparison provides insight into the financial performance relative to expectations:

- **Income:**
 - The total income of \$536,696.53 represents 39.71% of the annual budget, with a projected shortfall of \$53,729.13 against the budgeted income. This shortfall is primarily due to higher vacancy rates and duplicated budget lines for non-dwelling rentals.
- **Expenses:**
 - Total expenses were \$677,495.09, representing 54.84% of the annual budget. The overall spending is within budget, but certain areas, such as maintenance and personnel costs, require close monitoring to prevent overruns.
- **Net Income:**
 - The current net income is negative, with a projected year-end deficit if current trends continue. Adjustments to spending and efforts to increase rental income will be necessary to improve the financial outlook.

4. Key Notes and Considerations

- **Vacancy Rates:** High vacancy rates are significantly impacting rental income. This is due to units being left vacant in preparation for upcoming demolition, which is increasing vacancy losses.
- **Maintenance Costs:** Maintenance costs, particularly in landscaping and grounds, have exceeded the budget due to a higher bid from a new service provider. This area requires further review to identify potential cost-saving opportunities.
- **Revenue Optimization:** The shortfall in rental income needs to be addressed. Potential strategies include exploring additional revenue streams.



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- **Expense Control:** While overall expenses are within budget, there are specific areas where spending has exceeded projections. Close monitoring and adjustments will be essential to keep expenses in check.

Conclusion

The financial statements for July 2024 indicate that while AMP 1 is managing its budget reasonably well, there are areas that require immediate attention, particularly in managing vacancy rates and maintenance costs. Strategic adjustments may be necessary to ensure that the year-end financial goals are met.

Recommended Commission Action

Review and consider the report.

Public Housing Balance Sheet

As of July 31, 2024

Property	01-00		
		Beginning Balance	Current Balance
(1) Asset			
Cash			
AMP 1 OPERATING, FIRST MID #0684		104,480.16	6,101.86
AMP 1 RESERVES, FIRST MID #2990		1,169,959.38	1,094,113.21
CASH-PH FSS, PB# 40726		2,681.12	522.05
Change Fund-Laundry Mats		720.00	720.00
Petty Cash Fund		-	50.00
SECURITY DEPOSITS-AMP 1, FIRST MID #0698		45,573.00	45,066.68
Cash Total		1,323,413.66	1,146,573.80
2			
Short Term Assets			
A/R-Fraud		3,276.00	3,276.00
Accounts Receivable, Other		12,399.85	(1,183.84)
Accounts Receivable, Park Ave. LIHTC Project		486,388.60	494,482.10
Accounts Receivable, Providence WW LIHTC Project		7,265.00	13,265.00
Accounts Receivable, Tenants		13,717.32	9,472.42
Allowance for Doubtful Accounts		(8,251.50)	(8,251.50)
Allowance for Doubtful Fraud Accounts		(3,276.00)	(3,276.00)
Interprogram Due From		18,899.53	-
Inventory, Materials - Perpetual		239.00	1,145.09
Prepaid Expenses		843.11	13,158.06
Prepaid Insurance		3,035.80	38,392.71
Short Term Assets Total		534,536.71	560,480.04
3			
Long Term Assets			
Accumulated Depreciation		(6,918,917.98)	(7,008,605.23)
Assets, Dwelling Structures		4,088,753.48	4,088,753.48
Assets, Equipment - Admin.		99,772.20	99,772.20
Assets, Land		507,229.02	507,229.02
Assets, Nondwelling Structures		3,275,237.75	3,275,237.75
Community Space Furniture & Equipment		25,520.47	25,520.47
Maintenance Equipment		345,674.76	349,405.94
Vehicles, Management		33,261.25	70,755.25

Long Term Assets Total	1,456,530.95	1,408,068.88
(1) Asset Total	3,314,481.32	3,115,122.72
(2) Liability		
4		
Short Term Liabilities		
Accrued Payroll Taxes Payable	(831.19)	(1,288.19)
Accrued Retirement Payable	(503.08)	(735.47)
Accrued Vacation Leave - Current	(5,111.60)	(5,111.60)
Accrued Vacation Leave - Non-Current	(3,407.73)	(3,407.73)
Accrued Wages Payable	(11,543.73)	(17,456.60)
Accts Payable, Vendors & Contractors	(23,687.24)	(585.74)
AMP 1 - PH FSS Escrow	(2,681.12)	(522.05)
Due To COCC	-	24,460.79
P.I.L.O.T. Liability	(22,203.32)	(5,929.60)
Security Deposits, Tenants	(45,319.56)	(45,528.67)
Tenant Prepaid Rents	(9,623.67)	(9,623.67)
W/C Insurance Liability	(1,496.49)	(2,120.16)
Short Term Liabilities Total	(126,408.73)	(67,848.69)
6		
Equity		
Investment in Net Fixed Assets	(1,456,530.95)	(1,456,530.95)
Restricted Net Assets	(1,172,640.50)	(1,172,640.50)
Unrestricted Net Assets	(558,901.14)	(558,901.14)
Equity Total	(3,188,072.59)	(3,188,072.59)
(2) Liability Total	(3,314,481.32)	(3,255,921.28)
Grand Total	-	(140,798.56)
Net Income		(140,798.56)

Public Housing Income Statement

As of July 31, 2024

Property 01-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget	
(4) Income							
Income							
Dwelling Rent	235,604.88	179,749.12	415,354.00	56.72%	407,047.72	(8,306.28)	A
FSS Dwelling Rent	(144.00)	144.00	-	0.00%	(144.00)	(144.00)	
Non-Dwelling Rentals	-	20,400.00	20,400.00	0.00%	-	(20,400.00)	B
Vacancies-Rent Loss to Lease	-	-	-	0.00%	-	-	
Vacancy Loss	(69,178.24)	25,603.24	(43,575.00)	158.76%	(118,591.27)	(75,016.27)	A
Income Total	166,282.64	225,896.36	392,179.00	42.40%	288,312.45	(103,866.55)	
20							
Other Income							
CFP Transfer to Operations	-	355,608.00	355,608.00	0.00%	355,608.00	-	
Fee for Service	39,796.08	(16,764.08)	23,032.00	172.79%	60,000.00	36,968.00	C
Fraud Recovery	877.00	(877.00)	-	0.00%	877.00	877.00	
Gain or Loss on Fixed Assets	350.00	(350.00)	-	0.00%	350.00	350.00	
HUD Revenue - Operating Fund	279,680.50	228,356.50	508,037.00	55.05%	508,037.00	-	
Interest on Investments	39,558.77	14,625.23	54,184.00	73.01%	67,199.20	13,015.20	D
Laundry Income	6,584.11	4,936.89	11,521.00	57.15%	11,448.22	(72.78)	
Non-Dwelling Work Orders	-	-	-	0.00%	-	-	
Other Income	-	-	-	0.00%	-	-	
Other Income - Work Orders	3,567.43	3,432.57	7,000.00	50.96%	6,000.00	(1,000.00)	
Other Income Total	370,413.89	588,968.11	959,382.00	38.61%	1,009,519.42	50,137.42	
(4) Income Total	536,696.53	814,864.47	1,351,561.00	39.71%	1,297,831.87	(53,729.13)	
Grand Total	536,696.53	814,864.47	1,351,561.00	39.71%	1,297,831.87	(53,729.13)	

Public Housing Expense Statement

As of July 31, 2024

Property 01-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	6,023.72	8,976.28	15,000.00	40.16%	15,000.00	-
Legal Expenses	-	1,500.00	1,500.00	0.00%	1,000.00	500.00
Memberships & Dues	121.82	128.18	250.00	48.73%	300.00	(50.00)
Publications	455.92	(455.92)	-	0.00%	455.92	(455.92)
Contracted Services Total	6,601.46	10,148.54	16,750.00	39.41%	16,755.92	(5.92)
9						
Fees						
Asset Mgmt Fees	8,400.00	6,000.00	14,400.00	58.33%	14,400.00	-
Bookkeeping Fees	4,612.50	5,107.50	9,720.00	47.45%	7,965.00	1,755.00
Property Mgmt Fees	33,456.00	72,219.00	105,675.00	31.66%	92,085.80	13,589.20 A
Fees Total	46,468.50	83,326.50	129,795.00	35.80%	114,450.80	15,344.20
10						
Furniture & Equipment						
Office Equipment	-	-	-	0.00%	-	-
Furniture & Equipment Total	-	-	-	0.00%	-	-
11						
Insurance						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Insurance-Liability	4,901.19	(4,901.19)	-	0.00%	7,901.19	(7,901.19)
Insurance-Other	3,036.25	4,691.75	7,728.00	39.29%	7,728.00	-
Insurance-Property	42,100.11	38,791.89	80,892.00	52.04%	76,690.98	4,201.02
Insurance Total	50,037.55	38,582.45	88,620.00	56.46%	92,320.17	(3,700.17)

12

Maintenance & Repair

Maint Contracts, Miscellaneous	5,129.81	300.19	5,430.00	94.47%	7,400.00	(1,970.00)
Maint Contracts-Electrical	17.14	5,082.86	5,100.00	0.34%	2,500.00	2,600.00
Maint Contracts-Elevators	-	-	-	0.00%	-	-
Maint Contracts-Equipment Repairs	2,198.74	8,369.26	10,568.00	20.81%	5,000.00	5,568.00
Maint Contracts-Extermination	11,824.00	768.00	12,592.00	93.90%	21,000.00	(8,408.00)
Maint Contracts-Heating & Cooling	5,764.52	19,250.48	25,015.00	23.04%	25,015.00	-
Maint Contracts-Janitorial	4,849.86	15,370.14	20,220.00	23.99%	8,000.00	12,220.00
Maint Contracts-Landscape & Grounds	25,624.71	(16,921.71)	8,703.00	294.44%	41,359.42	(32,656.42)
Maint Contracts-Plumbing	4,150.47	949.53	5,100.00	81.38%	8,000.00	(2,900.00)
Maint Contracts-Snow Removal	150.00	(150.00)	-	0.00%	150.00	(150.00)
Maint Contracts-Trash Removal	3,372.46	3,305.54	6,678.00	50.50%	6,700.00	(22.00)
Maint Contracts-Unit Turnaround	-	21,329.00	21,329.00	0.00%	5,000.00	16,329.00
Maint Matl - Building Supplies	2,146.72	(2,146.72)	-	0.00%	4,293.44	(4,293.44)
Maint Matl - Gasoline	4,713.26	(847.26)	3,866.00	121.92%	9,000.00	(5,134.00)
Maint Matl - Miscellaneous	41,367.11	23,632.89	65,000.00	63.64%	70,000.00	(5,000.00)
Maint Matl - Tools & Equipment	553.31	5,983.69	6,537.00	8.46%	2,500.00	4,037.00
Maintenance & Repair Total	111,862.11	84,275.89	196,138.00	57.03%	215,917.86	(19,779.86) E

13

Marketing

Advertising & Marketing	-	-	-	0.00%	-	-
Marketing Total	-	-	-	0.00%	-	-

14

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Other Expense						
Amortized Loan Costs	-	-	-	0.00%	-	-
AMP 1 EPC Interest Expense	-	21,813.00	21,813.00	0.00%	-	21,813.00 F
Collection Losses	(90.84)	5,774.84	5,684.00	-1.60%	3,000.00	2,684.00
Depreciation	100,875.25	65,624.75	166,500.00	60.59%	166,500.00	-
Extraordinary Maintenance	-	6,000.00	6,000.00	0.00%	2,500.00	3,500.00
Gain/Loss on Sale of Equipment	(319.18)	319.18	-	0.00%	(319.18)	319.18
Other General Expense	417.28	(417.28)	-	0.00%	417.28	(417.28)
P.I.L.O.T. Expense	9,077.39	19,002.61	28,080.00	32.33%	18,154.78	9,925.22
Sundry, Miscellaneous	2,236.04	3,857.96	6,094.00	36.69%	5,000.00	1,094.00
Other Expense Total	112,195.94	121,975.06	234,171.00	47.91%	195,252.88	38,918.12

15

Personnel

Compensated Absences	15,679.93	(15,679.93)	-	0.00%	29,964.20	(29,964.20)
FICA/MEDICARE, Admin	2,918.65	1,458.35	4,377.00	66.68%	5,002.20	(625.20)
FICA/MEDICARE, Maintenance	10,881.01	6,445.99	17,327.00	62.80%	18,423.48	(1,096.48)
FICA/MEDICARE, Protective Services	1,610.54	1,453.46	3,064.00	52.56%	2,725.38	338.62
FICA/MEDICARE, Res Services	74.72	146.28	221.00	33.81%	149.44	71.56
Health Ins, Admin	10,417.60	6,691.40	17,109.00	60.89%	17,848.50	(739.50)
Health Ins, Maintenance	17,630.47	8,929.53	26,560.00	66.38%	31,051.60	(4,491.60)
Health Ins, Protective Services	3,495.73	968.27	4,464.00	78.31%	5,983.02	(1,519.02)
Health Ins, Res Services	3.95	(3.95)	-	0.00%	7.90	(7.90)
Insurance-Workers Comp	3,148.80	1,805.20	4,954.00	63.56%	5,349.28	(395.28)
Retirement Benefits, Admin	1,756.53	864.47	2,621.00	67.02%	2,820.24	(199.24)
Retirement Benefits, Maintenance	5,881.75	2,216.25	8,098.00	72.63%	10,088.40	(1,990.40)
Retirement Benefits, Protective Services	918.95	340.05	1,259.00	72.99%	1,528.44	(269.44)
Retirement Benefits, Res Services	54.36	(54.36)	-	0.00%	108.72	(108.72)
Salaries - Administrative	40,167.00	28,182.00	68,349.00	58.77%	69,548.09	(1,199.09)
Salaries - Maintenance	134,468.81	107,877.19	242,346.00	55.49%	225,354.94	16,991.06
Salaries - Protective Services	19,630.58	20,788.42	40,419.00	48.57%	32,819.18	7,599.82

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Salaries - Resident Services (DT)	923.74	1,959.26	2,883.00	32.04%	1,847.48	1,035.52
Staff Training	2,088.00	412.00	2,500.00	83.52%	3,000.00	(500.00)
Travel Expense	304.00	4,696.00	5,000.00	6.08%	600.00	4,400.00
Personnel Total	272,055.12	179,495.88	451,551.00	60.25%	464,220.49	(12,669.49)
16						
Supplies						
Office Supplies	318.54	4,806.46	5,125.00	6.22%	2,500.00	2,625.00
Postage	568.48	407.52	976.00	58.25%	1,100.00	(124.00)
Protective Services, Materials	-	500.00	500.00	0.00%	500.00	-
Supplies Total	887.02	5,713.98	6,601.00	13.44%	4,100.00	2,501.00
17						
Technology						
Computer/IT Expense	14,551.93	448.07	15,000.00	97.01%	15,000.00	-
Technology Total	14,551.93	448.07	15,000.00	97.01%	15,000.00	-
18						
Tenant Services						
Resident Participation Funds (DT)	-	3,000.00	3,000.00	0.00%	3,000.00	-
Tenant Services (DT)	216.00	984.00	1,200.00	18.00%	1,200.00	-
Tenant Services-Computer Labs	-	-	-	0.00%	-	-
Tenant Services-Transportation	-	-	-	0.00%	-	-
Tenant Services Total	216.00	3,984.00	4,200.00	5.14%	4,200.00	-
19						
Utilities						
Electricity	18,930.35	1,189.65	20,120.00	94.09%	28,961.16	(8,841.16)
Natural Gas	8,830.27	3,442.73	12,273.00	71.95%	14,260.86	(1,987.86)
Sewer	16,435.20	12,742.80	29,178.00	56.33%	28,205.34	972.66
Telephone	-	1,532.00	1,532.00	0.00%	-	1,532.00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Water	18,423.64	11,007.36	29,431.00	62.60%	31,037.38	(1,606.38)
Utilities Total	62,619.46	29,914.54	92,534.00	67.67%	102,464.74	(9,930.74)
(8) Expense Total	677,495.09	557,864.91	1,235,360.00	54.84%	1,224,682.86	10,677.14
Grand Total	677,495.09	557,864.91	1,235,360.00	54.84%	1,224,682.86	10,677.14
Net Income	(140,798.56)	256,999.56	116,201.00		73,149.01	(43,051.99)
Add Back Depreciation	100,875.25	65,624.75	166,500.00		166,500.00	
Net Income Before Depreciation	(39,923.31)	322,624.31	282,701.00	-	239,649.01	(43,051.99)

Public Housing Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	104,480.16	Beginning Cash Operating	6,101.86
YTD AR Changes	(25,943.33)	Projected Income	761,135.34
Add Back Depreciation	89,687.25	Projected Expenses	(547,187.77)
Equipment Purchases	(41,225.18)	Add Back Depreciation	76,812.75
YTD AP Changes	(58,560.04)	Ending Cash	296,862.18
Change in Equity	-	Pay Back and Waterfall?	
YTD Income	536,696.53		
YTD Expenses	(677,495.09)		
	(72,359.70)		
Funded by Reserves	75,846.17		
Funded by FSS Cash	2,159.07		
Funded by Security Deposits	506.32		
Funded by Petty Cash	(50.00)		
	78,461.56		
Current Operating	6,101.86		
Balance Sheet Amount	6,101.86		
	0.00		

Public Housing

Notes to Financial Statements

As of July 31, 2024

- A. Units left vacant to prepare for upcoming demolition. This decreases rental income and property management fees expenses and increases vacancy loss.
- B These were duplicated in the budget, they were included in normal rent as well. The system is pushing it to normal rent so projections were moved to that line.
- C This is workorders, so if these maintenance guys work elsewhere their time is billed to that place. Lump with other workorders?
- D Excellent interest rate.
- E Mostly in a new lawn service provider, only bid, much higher than previous.
- F we won't have this cost as this loan is paid off.



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

Voucher Programs

Discussion

Balance Sheet Summary

As of July 31, 2024, the balance sheets for the programs reflect the following:

- **Section 8 (Property 08-00)**
 - **Total Assets:** Decreased from \$1,349,806.39 to \$1,226,558.82. The reduction in cash reserves was significant, with cash balances dropping from \$793,443.39 to \$640,588.32 due to ongoing operations.
 - **Liabilities:** Increased from -\$1,349,806.39 to -\$1,373,273.17, driven by increased payables and accrued liabilities.
 - **Equity:** The equity position remains at \$877,133.19.
- **Emergency Housing Vouchers (Property 06-00)**
 - **Total Assets:** Increased from \$38,553.80 to \$88,121.17, with cash increasing from \$33,594.60 to \$84,662.97.
 - **Liabilities:** Increased from \$38,553.80 to \$47,443.71, primarily due to an increase in amounts due to COCC.
 - **Equity:** Remained unchanged at \$23,564.94, indicating the ongoing dependency on external funding.
- **Mainstream Vouchers (Property 07-17)**
 - **Total Assets:** Increased from \$55,432.48 to \$86,336.60, with a significant increase in cash from \$50,245.98 to \$88,488.60.
 - **Liabilities:** Increased from \$55,432.48 to \$57,727.87, driven by increased short-term liabilities due to COCC.
 - **Equity:** Remained unchanged at \$55,288.13.
- **TBRA (Property 10-00)**
 - **Total Assets:** Increased slightly from \$75,863.08 to \$77,443.95, with a stable cash position.
 - **Liabilities:** Increased slightly from \$75,863.08 to \$76,059.34, indicating minimal changes in short-term liabilities.
 - **Equity:** Remained stable at \$1,660.52.



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- **Continuum of Care (Property 09-09)**

- **Total Assets:** Increased from \$101,518.98 to \$135,098.88, driven by an increase in cash from \$96,533.03 to \$133,429.53.
- **Liabilities:** Increased from \$101,518.98 to \$133,117.24, reflecting a rise in accounts payable.
- **Equity:** Remained stable at \$1,643.13.

Income Statement Overview

The income statements for July 2024 show the following:

- **Section 8 (Property 08-00)**

- **Total Income:** \$7,082,141.13, representing 54.54% of the annual budget, with a projected shortfall of \$932,274.92 by year-end.
- **Total Expenses:** \$7,228,855.48, including significant costs in housing assistance payments (HAP) and contracted services.
- **Net Income:** The net income was negative, with a year-end projection of a \$146,714.35 deficit.

- **Emergency Housing Vouchers (Property 06-00)**

- **Total Income:** \$338,397.95, representing 62.72% of the annual budget, with a positive variance of \$8,167.22 projected by year-end.
- **Total Expenses:** \$297,720.49, mainly driven by HAP payments and contracted services.
- **Net Income:** The net income was \$40,677.46, with a positive variance expected by year-end.

- **Mainstream Vouchers (Property 07-17)**

- **Total Income:** \$201,005.86, representing 86.23% of the annual budget, with a projected year-end surplus of \$31,125.18.
- **Total Expenses:** \$172,397.13, primarily in tenant services and contracted services.
- **Net Income:** The net income was \$28,608.73, with a surplus expected by year-end.

- **TBRA (Property 10-00)**

- **Total Income:** \$84,517.75, representing 65.39% of the annual budget, with a slight positive variance of \$4,127.40 projected by year-end.
- **Total Expenses:** \$83,133.14, driven by tenant services and contracted services.
- **Net Income:** The net income was \$1,384.61, with a slight surplus expected by year-end.

- **Continuum of Care (Property 09-09)**

- **Total Income:** \$363,704.25, representing 100.58% of the annual budget, with a slight positive variance of \$6,074.47 projected by year-end.
- **Total Expenses:** \$361,722.61, mainly in tenant services and personnel costs.
- **Net Income:** The net income was \$1,981.64, with a slight surplus expected by year-end.

Budget vs. Actual Performance

The budget comparison reveals several key insights:

- **Income:**



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- **Section 8:** Income is trailing the budget due to lower-than-expected ACC earnings, with a projected shortfall of \$932,274.92 by year-end.
- **Emergency Housing Vouchers:** Income is slightly ahead of budget, with a positive variance projected.
- **Mainstream Vouchers:** Income is ahead of budget, with a surplus expected.
- **TBRA:** Income is on track, with a slight positive variance expected.
- **Continuum of Care:** Income has exceeded the budget, with a surplus expected.
- **Expenses:**
 - **Section 8:** Expenses are largely on track but with significant spending in HAP payments, leading to a projected deficit.
 - **Emergency Housing Vouchers:** Expenses are within budget, with a positive variance expected.
 - **Mainstream Vouchers:** Expenses are within budget, with a surplus expected.
 - **TBRA:** Expenses are on track, with a slight surplus expected.
 - **Continuum of Care:** Expenses are within budget, with a surplus expected.

Key Notes and Considerations

- **Income Shortfalls:** The Section 8 program faces significant income shortfalls, which need to be addressed through strategic adjustments in rental income and expense management.
- **Expense Management:** While most programs are managing expenses well, Section 8's high HAP payments and other contracted services warrant close monitoring to avoid further deficits.
- **Cash Flow:** The increase in cash balances for the Emergency Housing Vouchers and Continuum of Care programs is a positive sign, indicating strong liquidity management.

Conclusion

The financial statements for July 2024 indicate that while most programs are performing within expectations, the Section 8 program requires immediate attention due to significant income shortfalls and projected deficits. Strategic adjustments in income generation and expense control will be crucial to ensuring financial stability across all programs.

Recommended Commission Action

Review and consider the report.

Section 8 Balance Sheet

As of July 31, 2024

Property	08-00		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, SECTION 8 ADMIN, FIRST MID #0754	22,173.79	25.00	
CASH, SECTION 8, FIRST MID #0740	402,399.60	231,335.01	
CASH-S8 FSS, PB# PB#40768	368,870.00	409,228.31	
Cash Total	793,443.39	640,588.32	
2			
Short Term Assets			
A/R - Landlords	13,433.00	19,135.58	
A/R Continuum of Care	95,527.55	118,188.89	
A/R Emergency Housing Vouchers	7,913.18	-	
A/R, HUD-Admin Fees	11,351.52	-	
A/R-Fraud	4,155.05	4,155.05	
A/R-TBRA	54,649.69	50,493.69	
Allowance for Doubtful Accts-FRAUD	(2,077.53)	(2,077.53)	
Prepaid Expenses	7,002.00	28,114.19	
Prepaid Insurance	4,813.33	9,500.52	
Short Term Assets Total	196,767.79	227,510.39	
3			
Long Term Assets			
Accumulated Depreciation	(76,407.28)	(88,980.28)	
Assets, Nondwelling Structures	354,155.25	354,155.25	
Furniture & Office Equipment	81,847.24	93,285.14	
Long Term Assets Total	359,595.21	358,460.11	
(1) Asset Total	1,349,806.39	1,226,558.82	
(2) Liability			
4			
Short Term Liabilities			
A/P HUD - Interest Payable	(3,230.70)	(3,230.70)	
Accrued Liabilities, Other	(17,185.53)	-	
Accrued Payroll Taxes Payable	(1,792.38)	(2,637.27)	

Accrued Retirement Payable	(792.26)	(1,248.44)
Accrued Vacation Leave - Current	(16,905.53)	(16,905.53)
Accrued Vacation Leave - Non-Current	(11,270.34)	(11,270.34)
Accrued Wages Payable	(24,055.18)	(35,385.79)
Accts Payable, Vendors & Contractors	(10,536.87)	(3,972.87)
Due To COCC	(3,998.07)	(1,203.18)
PBV VACANCY HAP PAYABLE-BEAR CREEK	(601.94)	(50.58)
PBV VACANCY HAP PAYABLE-BRYANT WW	(1,859.23)	(702.97)
PBV VACANCY HAP PAYABLE-BRYANT WW II	(341.42)	-
PBV VACANCY HAP PAYABLE-MMV	(562.10)	(733.00)
PBV VACANCY HAP PAYABLE-OAK	(2,026.55)	(2,134.90)
PBV VACANCY HAP PAYABLE-STUART PARKER	(5,750.64)	(3,405.97)
S8 FSS Escrow	(368,870.00)	(409,228.31)
W/C Insurance Liability	(2,894.46)	(4,030.13)
Short Term Liabilities Total	(472,673.20)	(496,139.98)

6

Equity		
Investment in Net Fixed Assets	(359,595.21)	(359,595.21)
Post 2003 Admin Fee Reserves	(429,836.47)	(429,836.47)
Pre 2004 Admin Fee Reserves	(84,939.00)	(84,939.00)
Unrestricted Net Assets-Excess HAP	(2,762.51)	(2,762.51)
Equity Total	(877,133.19)	(877,133.19)

(2) Liability Total	(1,349,806.39)	(1,373,273.17)
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Grand Total	(0.00)	(146,714.35)
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Net Income		(146,714.35)
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Section 8 Income Statement

As of July 31, 2024

Property 08-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Other Income						
ACC Earned - S8 Admin Fees	730,140.00	670,532.00	1,400,672.00	52.13%	1,250,368.00	(150,304.00)
ACC Earned - S8 HAP/VL/UAP	6,330,733.00	5,230,240.00	11,560,973.00	54.76%	10,766,540.00	(794,433.00)
Fraud PHA Share	1,612.50	(412.50)	1,200.00	134.38%	2,743.50	1,543.50
Fraud Recovery Section 8	1,612.50	(412.50)	1,200.00	134.38%	2,743.50	1,543.50
Interest on Investments	14,801.65	5,198.35	20,000.00	74.01%	26,133.60	6,133.60
Other Income - Admin	3,241.48	(3,241.48)	-	0.00%	3,241.48	3,241.48
S8 FSS Forfeiture	-	-	-	0.00%	-	-
Other Income Total	7,082,141.13	5,901,903.87	12,984,045.00	54.54%	12,051,770.08	(932,274.92)
(4) Income Total	7,082,141.13	5,901,903.87	12,984,045.00	54.54%	12,051,770.08	(932,274.92)
Grand Total	7,082,141.13	5,901,903.87	12,984,045.00	54.54%	12,051,770.08	(932,274.92)

Section 8 Expense Statement

As of July 31, 2024

Property 08-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	29,800.76	6,618.24	36,419.00	81.83%	36,419.00	-
Inspections - Section 8	33,234.00	37,104.00	70,338.00	47.25%	70,338.00	-
Memberships & Dues	150.00	150.00	300.00	50.00%	300.00	-
Professional Services	6,064.75	(6,064.75)	-	0.00%	5,286.75	(5,286.75)
Publications	455.92	(455.92)	-	0.00%	455.92	(455.92)
Contracted Services Total	69,705.43	37,351.57	107,057.00	65.11%	112,799.67	(5,742.67)
9						
Fees						
Bookkeeping Fees	85,845.00	75,585.00	161,430.00	53.18%	147,165.00	14,265.00
Management Fees	137,352.00	120,936.00	258,288.00	53.18%	235,464.00	22,824.00
Fees Total	223,197.00	196,521.00	419,718.00	53.18%	382,629.00	37,089.00
10						
Furniture & Equipment						
Office Equipment	12.49	(12.49)	-	0.00%	12.49	(12.49)
Furniture & Equipment Total	12.49	(12.49)	-	0.00%	12.49	(12.49)
11						
Insurance						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Insurance-General Liability	4,566.87	2,072.13	6,639.00	68.79%	6,639.00	-
Insurance-Property	2,908.36	2,044.64	4,953.00	58.72%	4,953.00	-
Insurance Total	7,475.23	4,116.77	11,592.00	64.49%	11,592.00	-
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	74.54	1,443.46	1,518.00	4.91%	1,000.00	518.00
Maint Contracts-Janitorial	6,213.83	6,494.17	12,708.00	48.90%	10,652.28	2,055.72
Maint Contracts-Landscape & Grounds	153.90	198.10	352.00	43.72%	307.80	44.20
Maint Contracts-Trash Removal	-	-	-	0.00%	-	-
Maint Matl - Miscellaneous	-	1,039.00	1,039.00	0.00%	500.00	539.00
Maintenance & Repair Total	6,442.27	9,174.73	15,617.00	41.25%	12,460.08	3,156.92
13						
Marketing						
Advertising & Marketing	4,050.00	(3,550.00)	500.00	810.00%	5,050.00	(4,550.00)
Marketing Total	4,050.00	(3,550.00)	500.00	810.00%	5,050.00	(4,550.00)
14						
Other Expense						
Bear Creek HAP	197,852.81	177,371.19	375,224.00	52.73%	340,609.62	34,614.38
Bear Creek UAP	8,417.00	(8,417.00)	-	0.00%	14,768.00	(14,768.00)
Bryant Walkway HAP	124,942.30	76,996.70	201,939.00	61.87%	212,804.60	(10,865.60)
Bryant Walkway II HAP	72,414.71	52,316.29	124,731.00	58.06%	121,997.42	2,733.58
Bryant Walkway II UAP	1,873.00	(1,873.00)	-	0.00%	3,280.00	(3,280.00)
Bryant Walkway UAP	8,009.00	(8,009.00)	-	0.00%	13,908.00	(13,908.00)
Depreciation	12,573.00	7,839.00	20,412.00	61.60%	21,554.00	(1,142.00)
FSS Program Expenses	673.30	(673.30)	-	0.00%	1,322.60	(1,322.60)
General Expenses - Portables	4,924.22	1,538.78	6,463.00	76.19%	6,463.00	-
HAP-Homeownership	23,967.00	22,899.00	46,866.00	51.14%	46,866.00	-
Oak Towers HAP	298,233.63	253,492.37	551,726.00	54.05%	507,077.26	44,648.74

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Other General Expenses	810.31	(810.31)	-	0.00%	739.34	(739.34)
Paquin HAP	370,676.60	299,715.40	670,392.00	55.29%	636,598.94	33,793.06
S8 FSS Payments	113,383.58	32,616.42	146,000.00	77.66%	184,013.16	(38,013.16)
S8 Housing Assistance Payments	4,037,672.84	4,168,167.16	8,205,840.00	49.20%	6,894,114.54	1,311,725.46
S8 Portable Housing Assistance Payments	156,940.00	14,660.00	171,600.00	91.46%	263,280.00	(91,680.00)
S8 Portable Utility Allowance Payments	10,969.00	(10,969.00)	-	0.00%	18,420.00	(18,420.00)
S8 Utility Allowance Payments	206,415.27	(206,415.27)	-	0.00%	350,608.48	(350,608.48)
Stuart Parker HAP	216,172.66	182,935.34	399,108.00	54.16%	369,123.46	29,984.54
Stuart Parker UAP	15,732.86	(15,732.86)	-	0.00%	26,925.72	(26,925.72)
Sundry, Miscellaneous	17,942.42	13,343.58	31,286.00	57.35%	31,286.00	-
Vacancy HAP - Bryant Walkway	5,904.35	(5,904.35)	-	0.00%	10,402.76	(10,402.76)
Vacancy HAP - Bryant Walkway II	1,839.03	(1,839.03)	-	0.00%	3,678.06	(3,678.06)
Vacancy HAP-Bear Creek	10,579.65	(10,579.65)	-	0.00%	21,058.14	(21,058.14)
Vacancy HAP-Oak Towers	13,545.88	(13,545.88)	-	0.00%	22,821.96	(22,821.96)
Vacancy HAP-Paquin	23,740.14	(23,740.14)	-	0.00%	42,366.34	(42,366.34)
Vacancy HAP-Patriot Place	5,693.64	(5,693.64)	-	0.00%	9,921.28	(9,921.28)
Vacancy HAP-Stuart Parker	7,303.75	(7,303.75)	-	0.00%	12,909.50	(12,909.50)
VASH Housing Assistance Payments	337,321.34	232,563.66	569,885.00	59.19%	579,336.60	(9,451.60)
VASH Housing Assistance Payments - PBV	50,731.28	46,930.72	97,662.00	51.95%	86,934.16	10,727.84
VASH Utility Allowance Payments	14,615.00	(14,615.00)	-	0.00%	25,430.00	(25,430.00)
Other Expense Total	6,371,869.57	5,247,264.43	11,619,134.00	54.84%	10,880,618.94	738,515.06

15

Personnel

Compensated Absences	31,857.79	(31,857.79)	-	0.00%	58,950.94	(58,950.94)
FICA/MEDICARE, S8 Admin	28,849.01	17,612.99	46,462.00	62.09%	48,591.74	(2,129.74)
Health Ins, S8 Admin	55,341.98	26,768.02	82,110.00	67.40%	91,498.48	(9,388.48)
Insurance-Workers Comp	5,786.58	3,774.42	9,561.00	60.52%	9,739.24	(178.24)
Retirement Benefits, S8 Admin	13,303.09	4,305.91	17,609.00	75.55%	22,336.56	(4,727.56)
Salaries - Administrative	354,884.18	282,537.82	637,422.00	55.67%	592,270.82	45,151.18
Staff Training	473.50	7,526.50	8,000.00	5.92%	1,900.00	6,100.00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Travel Expenses	6,085.54	(6,085.54)	-	0.00%	6,085.54	(6,085.54)
Personnel Total	496,581.67	304,582.33	801,164.00	61.98%	831,373.32	(30,209.32)
16						
Supplies						
Office Supplies	5,818.07	3,316.93	9,135.00	63.69%	9,135.00	-
Postage	6,759.00	6,711.00	13,470.00	50.18%	13,470.00	-
Supplies Total	12,577.07	10,027.93	22,605.00	55.64%	22,605.00	-
17						
Technology						
Computer/IT Expense	30,872.76	36,627.24	67,500.00	45.74%	67,500.00	-
Technology Total	30,872.76	36,627.24	67,500.00	45.74%	67,500.00	-
19						
Utilities						
Electricity	4,295.31	2,852.69	7,148.00	60.09%	6,982.64	165.36
Natural Gas	853.20	1,689.80	2,543.00	33.55%	1,628.12	914.88
Sewer	258.03	212.97	471.00	54.78%	463.32	7.68
Telephone	-	1,410.00	1,410.00	0.00%	-	1,410.00
Water	665.45	(581.45)	84.00	792.20%	1,060.46	(976.46)
Utilities Total	6,071.99	5,584.01	11,656.00	52.09%	10,134.54	1,521.46
(8) Expense Total	7,228,855.48	5,847,687.52	13,076,543.00	55.28%	12,336,775.04	739,767.96
Grand Total	7,228,855.48	5,847,687.52	13,076,543.00	55.28%	12,336,775.04	739,767.96
Net Income	(146,714.35)	54,216.35	(92,498.00)		(285,004.96)	(192,506.96)

Section 8 Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	22,173.79	Beginning Cash Operating	25.00
YTD AR Changes	(30,742.60)	Projected Income	4,969,628.95
FF&E Purchase	(11,437.90)	Projected Expenses	(5,107,919.56)
Add Back Depreciation	12,573.00		
YTD AP Changes	23,466.78	Ending Cash	(138,265.61)
		Will need to be in part funded by:	
YTD Income	7,082,141.13	CASH, SECTION 8, FIRST MID #0740	231,335.01
YTD Expenses	(7,228,855.48)	CASH-S8 FSS, PB# PB#40768	409,228.31
	(130,681.28)		
Funded by First Mid Acct	171,064.59		
Funded by FSS Acct	(40,358.31)		
Current Operating	25.00		
Balance Sheet Amount	25.00		
	0.00		

Emergency Housing Vouchers

Balance Sheet

As of July 31, 2024

Property	06-00		
	Sum of Begin	Sum of End	
(1) Asset			
Cash			
CASH, EHV, FIRST MID #8798	33,594.60	84,662.97	
Cash Total	33,594.60	84,662.97	
2			
Short Term Assets			
A/R - Landlords	1,824.17	323.17	
Accounts Receivable, HUD Emergency Housing Vouchers	3,135.03	3,135.03	
Short Term Assets Total	4,959.20	3,458.20	
(1) Asset Total	38,553.80	88,121.17	
(2) Liability			
4			
Short Term Liabilities			
A/P - Section 8	(7,913.18)	-	
Accounts Payable, Other	(2,015.51)	-	
Accts Payable, Vendors & Contractors	(3,389.84)	-	
Due To COCC	(1,479.77)	(23,688.21)	
W/C Insurance Liability	(190.56)	(190.56)	
Short Term Liabilities Total	(14,988.86)	(23,878.77)	
6			
Equity			
Unrestricted Net Assets	(23,564.94)	(23,564.94)	
Equity Total	(23,564.94)	(23,564.94)	
(2) Liability Total	(38,553.80)	(47,443.71)	
Grand Total	-	40,677.46	
Net Income		40,677.46	

Emergency Housing Vouchers Income Statement

As of July 31, 2024

Property 06-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Admin Fees Earned - Emergency Housing Vouchers	30,001.00	8,302.00	38,303.00	78.33%	54,180.00	15,877.00 A
HAP Earned - Emergency Housing Vouchers	305,556.00	195,648.00	501,204.00	60.96%	488,756.00	(12,448.00) B
Issuance Fees Earned-Emergency Housing Vouchers	500.00	(500.00)	-	0.00%	1,000.00	1,000.00
Service Fees Earned- Emergency Housing	-	-	-	0.00%	-	-
Income Total	336,057.00	203,450.00	539,507.00	62.29%	543,936.00	4,429.00
8						
Contracted Services						
Interest on Investments	2,340.95	(2,340.95)	-	0.00%	3,738.22	3,738.22
Contracted Services Total	2,340.95	(2,340.95)	-	0.00%	3,738.22	3,738.22
(4) Income Total	338,397.95	201,109.05	539,507.00	62.72%	547,674.22	8,167.22
Grand Total	338,397.95	201,109.05	539,507.00	62.72%	547,674.22	8,167.22

Emergency Housing Vouchers Expense Statement

As of July 31, 2024

Property 06-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
9						
Fees						
Bookkeeping Fees	2,715.00	1,875.00	4,590.00	59.15%	4,680.00	(90.00)
Management Fees	4,344.00	3,000.00	7,344.00	59.15%	7,488.00	(144.00)
Fees Total	7,059.00	4,875.00	11,934.00	59.15%	12,168.00	(234.00)
10						
Furniture & Equipment						
Inspections	1,441.00	(1,441.00)	-	0.00%	2,362.00	(2,362.00)
Furniture & Equipment Total	1,441.00	(1,441.00)	-	0.00%	2,362.00	(2,362.00)
11						
Insurance						
Insurance	27.70	(27.70)	-	0.00%	52.70	(52.70)
Insurance Total	27.70	(27.70)	-	0.00%	52.70	(52.70)
14						
Other Expense						
Emergency Housing HAP	247,710.10	253,493.90	501,204.00	49.42%	462,690.23	38,513.77 C
Emergency Housing UAP	23,448.42	(23,448.42)	-	0.00%	40,720.84	(40,720.84) C
General Expenses - Portables	593.93	(593.93)	-	0.00%	883.56	(883.56)
S8 Portable Housing Assistance Payments	14,990.52	(14,990.52)	-	0.00%	16,990.52	(16,990.52)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Sundry, Miscellaneous	72.10	(72.10)	-	0.00%	125.00	(125.00)
Other Expense Total	286,815.07	214,388.93	501,204.00	57.23%	521,410.15	(20,206.15)
15						
Personnel						
FICA/MEDICARE, Ongoing Admin	141.20	(141.20)	-	0.00%	223.46	(223.46)
Health Ins, Ongoing Admin	10.63	(10.63)	-	0.00%	16.82	(16.82)
Retirement Benefits, Ongoing Admin	55.38	(55.38)	-	0.00%	87.64	(87.64)
Salaries - Administrative Ongoing	1,845.75	(1,845.75)	-	0.00%	2,921.00	(2,921.00)
Personnel Total	2,052.96	(2,052.96)	-	0.00%	3,248.92	(3,248.92)
16						
Supplies						
Office Supplies	-	-	-	0.00%	-	-
Postage	324.76	(324.76)	-	0.00%	469.86	(469.86)
Supplies Total	324.76	(324.76)	-	0.00%	469.86	(469.86)
17						
Technology						
Computer/IT Expense	-	-	-	0.00%	-	-
Technology Total	-	-	-	0.00%	-	-
18						
Tenant Services						
Application/Holding Fee Expenses	-	-	-	0.00%	-	-
Basic Need Supplies	-	-	-	0.00%	-	-
Security Deposit	-	-	-	0.00%	-	-
Utility Assistance	-	-	-	0.00%	-	-
Tenant Services Total	-	-	-	0.00%	-	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
19						
Utilities						
Telephone	-	-	-	0.00%	-	-
Utilities Total	-	-	-	0.00%	-	-
(8) Expense Total	297,720.49	215,417.51	513,138.00	58.02%	539,711.63	(26,573.63)
Grand Total	297,720.49	215,417.51	513,138.00	58.02%	539,711.63	(26,573.63)
Net Income	40,677.46	(14,308.46)	26,369.00		7,962.59	(18,406.41)

Emergency Housing Vouchers

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	33,594.60	Beginning Cash Operating	84,662.97
YTD AR Changes	1,501.00	Projected Income	209,276.27
YTD AP Changes	8,889.91	Projected Expenses	(241,991.14)
YTD Income	338,397.95	Ending Cash	51,948.10
YTD Expenses	(297,720.49)	Pay Back COCC	(23,688.21)
	84,662.97		
Current Operating	84,662.97		
Balance Sheet Amount	84,662.97		
	-		

Emergency Housing Vouchers

Notes to Financial Statements

As of July 31, 2024

- A. This looks like a similar payment each month so I doubled the current for projections
- B This has an additional deposit of \$52K but all the other deposits are similar so I took the current minus \$52K and multiplied that by two and then added back the \$52K. Need to see what the additional \$52K is for.
- C Should this equal the income? Or is it a set calc?

2017 Mainstream Vouchers

Balance Sheet

As of July 31, 2024

	07-17	
	Sum of Begin	Sum of End
Property		
(1) Asset		
Cash		
CASH, MAINSTREAM, FIRST MID #8688	50,245.98	88,488.60
Cash Total	50,245.98	88,488.60
2		
Short Term Assets		
A/R - Landlords	340.50	-
A/R, HUD Admin Fees	4,846.00	1,448.00
A/R, HUD HAP	-	(3,600.00)
Short Term Assets Total	5,186.50	(2,152.00)
(1) Asset Total	55,432.48	86,336.60
(2) Liability		
4		
Short Term Liabilities		
Due To COCC	(144.35)	(2,439.74)
Short Term Liabilities Total	(144.35)	(2,439.74)
6		
Equity		
Unrestricted Net Assets	(55,288.13)	(55,288.13)
Equity Total	(55,288.13)	(55,288.13)
(2) Liability Total	(55,432.48)	(57,727.87)
Grand Total	-	28,608.73
Net Income		28,608.73

2017 Mainstream Vouchers Income Statement

As of July 31, 2024

Property 07-17

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Other Income						
Admin Fees Earned - 2017 Mainstream Vouchers	17,496.00	2,782.00	20,278.00	86.28%	29,270.00	8,992.00
HAP Income - 2017 Mainstream Vouchers	174,161.00	38,652.00	212,813.00	81.84%	298,438.00	85,625.00
Interest on Investments	2,280.86	(2,280.86)	-	0.00%	3,741.80	3,741.80
Other Income (return checks, etc)	7,068.00	(7,068.00)	-	0.00%	7,068.00	7,068.00
Other Income Total	201,005.86	32,085.14	233,091.00	86.23%	338,517.80	105,426.80
(4) Income Total	201,005.86	32,085.14	233,091.00	86.23%	338,517.80	105,426.80
Grand Total	201,005.86	32,085.14	233,091.00	86.23%	338,517.80	105,426.80

2017 Mainstream Vouchers Expense Statement

As of July 31, 2024

Property 07-17

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Inspections	1,155.00	(155.00)	1,000.00	115.50%	1,500.00	(500.00)
Contracted Services Total	1,155.00	(155.00)	1,000.00	115.50%	1,500.00	(500.00)
11						
Insurance						
Insurance	12.90	28.10	41.00	31.46%	22.48	18.52
Insurance Total	12.90	28.10	41.00	31.46%	22.48	18.52
14						
Other Expense						
Sundry, Miscellaneous	62.65	37.35	100.00	62.65%	100.00	-
Other Expense Total	62.65	37.35	100.00	62.65%	100.00	-
15						
Personnel						
FICA/MEDICARE, 2017 Mainstream Vouchers- Admin	65.70	141.30	207.00	31.74%	114.50	92.50
Health Ins, 2017 Mainstream Vouchers- Admin	140.33	292.67	433.00	32.41%	245.24	187.76
Retirement Benefits, 2017 Mainstream Vouchers- Admin	45.87	116.13	162.00	28.31%	78.48	83.52
Salaries - Administrative	859.00	1,845.00	2,704.00	31.77%	1,497.00	1,207.00
Personnel Total	1,110.90	2,395.10	3,506.00	31.69%	1,935.22	1,570.78

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
16						
Supplies						
Office Supplies	-	100.00	100.00	0.00%	100.00	-
Postage	16.59	83.41	100.00	16.59%	100.00	-
Supplies Total	16.59	183.41	200.00	8.30%	200.00	-
18						
Tenant Services						
Mainstream Tenant Rental Assistance	170,039.09	42,773.91	212,813.00	79.90%	288,203.92	(75,390.92)
Mainstream Utility Allowance Payments	-	-	-	0.00%	-	-
Tenant Services Total	170,039.09	42,773.91	212,813.00	79.90%	288,203.92	(75,390.92)
(8) Expense Total	172,397.13	45,262.87	217,660.00	79.20%	291,961.62	(74,301.62)
Grand Total	172,397.13	45,262.87	217,660.00	79.20%	291,961.62	(74,301.62)
Net Income	28,608.73	(13,177.73)	15,431.00		46,556.18	31,125.18

2017 Mainstream Vouchers

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	50,245.98	Beginning Cash Operating	88,488.60
YTD AR Changes	7,338.50	Projected Income	137,511.94
YTD AP Changes	2,295.39	Projected Expenses	(119,564.49)
YTD Income	201,005.86	Ending Cash	106,436.05
YTD Expenses	(172,397.13)		
	88,488.60	Pay Back COCC	(2,439.74)
Current Operating	88,488.60		
Balance Sheet Amount	88,488.60		
	-		

Continuum of Care Balance Sheet

As of July 31, 2024

	09-09	
	Sum of Begin	Sum of End
Property		
(1) Asset		
Cash		
CASH, CONT OF CARE, FIRST MID #8809	96,533.03	133,429.53
Cash Total	96,533.03	133,429.53
2		
Short Term Assets		
A/R - Landlords	648.00	648.00
Accounts Receivable, HUD Other Projects	4,337.95	1,021.35
Short Term Assets Total	4,985.95	1,669.35
(1) Asset Total	101,518.98	135,098.88
(2) Liability		
4		
Short Term Liabilities		
A/P - Section 8	(95,527.55)	(118,188.89)
Accounts Payable, Other	(2,804.43)	-
Accts Payable, Vendors & Contractors	(144.00)	-
Due To COCC	(1,399.87)	(13,285.22)
Short Term Liabilities Total	(99,875.85)	(131,474.11)
6		
Equity		
Unrestricted Net Assets	(1,643.13)	(1,643.13)
Equity Total	(1,643.13)	(1,643.13)
(2) Liability Total	(101,518.98)	(133,117.24)
Grand Total	(0.00)	1,981.64
Net Income		1,981.64

Continuum of Care Income Statement

As of July 31, 2024

Property 09-09

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
ACC Earned - Admin Fees	11,814.60	2,994.40	14,809.00	79.78%	14,809.00	-
ACC Earned - TRA + UAP	349,908.01	(3,102.01)	346,806.00	100.89%	349,908.01	3,102.01
Income Total	361,722.61	(107.61)	361,615.00	100.03%	364,717.01	3,102.01
20						
Other Income						
Interest on Investments	1,981.64	(1,981.64)	-	0.00%	2,972.46	2,972.46
Other Income Total	1,981.64	(1,981.64)	-	0.00%	2,972.46	2,972.46
(4) Income Total	363,704.25	(2,089.25)	361,615.00	100.58%	367,689.47	6,074.47
Grand Total	363,704.25	(2,089.25)	361,615.00	100.58%	367,689.47	6,074.47

Continuum of Care Expense Statement

As of July 31, 2024

Property 09-09

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Inspections	2,474.00	(474.00)	2,000.00	123.70%	3,711.00	(1,711.00)
Contracted Services Total	2,474.00	(474.00)	2,000.00	123.70%	3,711.00	(1,711.00)
11						
Insurance						
Insurance	105.68	38.32	144.00	73.39%	952.66	(808.66)
Insurance Total	105.68	38.32	144.00	73.39%	952.66	(808.66)
14						
Other Expense						
Sundry, Miscellaneous	131.37	368.63	500.00	26.27%	1,000.00	(500.00)
Other Expense Total	131.37	368.63	500.00	26.27%	1,000.00	(500.00)
15						
Personnel						
FICA/MEDICARE, COC Admin	538.81	193.19	732.00	73.61%	750.00	(18.00)
Health Ins, COC Admin	57.48	(2.48)	55.00	104.51%	287.00	(232.00)
Retirement Benefits, COC Admin	213.76	73.24	287.00	74.48%	213.76	73.24
Salaries - Administrative	7,042.84	2,525.16	9,568.00	73.61%	10,564.26	(996.26)
Staff Training	35.00	(35.00)	-	0.00%	500.00	(500.00)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Personnel Total	7,887.89	2,754.11	10,642.00	74.12%	12,315.02	(1,673.02)
16						
Supplies						
Office Supplies	825.87	174.13	1,000.00	82.59%	1,300.00	(300.00)
Postage	389.79	910.21	1,300.00	29.98%	2,500.00	(1,200.00)
Supplies Total	1,215.66	1,084.34	2,300.00	52.85%	3,800.00	(1,500.00)
18						
Tenant Services						
COC Tenant Rental Assistance	327,072.84	19,733.16	346,806.00	94.31%	327,072.84	19,733.16
COC Utility Allowance Payments	22,835.17	(22,835.17)	-	0.00%	22,835.17	(22,835.17)
Tenant Services Total	349,908.01	(3,102.01)	346,806.00	100.89%	349,908.01	(3,102.01)
(8) Expense Total	361,722.61	669.39	362,392.00	99.82%	371,686.69	(9,294.69)
Grand Total	361,722.61	669.39	362,392.00	99.82%	371,686.69	(9,294.69)
Net Income	1,981.64	(2,758.64)	(777.00)		(3,997.22)	(3,220.22)

Continuum of Care Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	96,533.03	Beginning Cash Operating	133,429.53
YTD AR Changes	3,316.60	Projected Income	3,985.22
FF&E Purchase		Projected Expenses	(9,964.08)
Add Back Depreciation			
YTD AP Changes	31,598.26	Ending Cash	127,450.67
YTD Income	363,704.25		
YTD Expenses	(361,722.61)		
	133,429.53		
Current Operating	133,429.53		
Balance Sheet Amount	133,429.53		

-

TBRA

Balance Sheet

As of July 31, 2024

	10-00		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, TBRA, FIRST MID #8787		60,348.41	60,322.54
Cash Total		60,348.41	60,322.54
2			
Short Term Assets			
A/R - Landlords		1,961.00	3,261.00
A/R-Other		13,553.67	13,860.41
Short Term Assets Total		15,514.67	17,121.41
(1) Asset Total		75,863.08	77,443.95
(2) Liability			
4			
Short Term Liabilities			
A/P - Section 8		(54,649.69)	(50,493.69)
Accts Payable, Vendors & Contractors		(36.00)	-
Deferred Revenue		(19,087.22)	(21,820.26)
Due To COCC		(429.65)	(2,084.87)
Short Term Liabilities Total		(74,202.56)	(74,398.82)
6			
Equity			
Unrestricted Net Assets		(1,660.52)	(1,660.52)
Equity Total		(1,660.52)	(1,660.52)
(2) Liability Total		(75,863.08)	(76,059.34)
Grand Total		(0.00)	1,384.61
Net Income			1,384.61

TBRA

Income Statement

As of July 31, 2024

Property 10-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
TBRA - Admin Fee	2,438.37	288.63	2,727.00	89.42%	4,533.92	1,806.92
Tenant Based Rental Asst.	80,694.77	45,832.23	126,527.00	63.78%	126,527.00	-
Income Total	83,133.14	46,120.86	129,254.00	64.32%	131,060.92	1,806.92
20						
Other Income						
Interest on Investments	1,384.61	(1,384.61)	-	0.00%	2,320.48	2,320.48
Other Income Total	1,384.61	(1,384.61)	-	0.00%	2,320.48	2,320.48
(4) Income Total	84,517.75	44,736.25	129,254.00	65.39%	133,381.40	4,127.40
Grand Total	84,517.75	44,736.25	129,254.00	65.39%	133,381.40	4,127.40

TBRA

Expense Statement

As of July 31, 2024

Property 10-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Inspections	290.00	160.00	450.00	64.44%	450.00	-
Contracted Services Total	290.00	160.00	450.00	64.44%	450.00	-
14						
Other Expense						
Sundry, Miscellaneous	49.15	25.85	75.00	65.53%	100.00	(25.00)
Other Expense Total	49.15	25.85	75.00	65.53%	100.00	(25.00)
15						
Personnel						
FICA/MEDICARE, Admin	90.63	312.37	403.00	22.49%	403.00	-
Health Ins, Admin	6.82	23.18	30.00	22.73%	30.00	-
Insurance-Workers Comp	17.78	61.22	79.00	22.51%	79.00	-
Retirement Benefits, Admin	35.53	122.47	158.00	22.49%	158.00	-
Salaries - Administrative	1,184.50	4,077.50	5,262.00	22.51%	2,369.00	2,893.00
Personnel Total	1,335.26	4,596.74	5,932.00	22.51%	3,039.00	2,893.00
16						
Supplies						
Office Supplies	-	100.00	100.00	0.00%	100.00	-

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Postage	104.35	(4.35)	100.00	104.35%	150.00	(50.00)
Supplies Total	104.35	95.65	200.00	52.18%	250.00	(50.00)
17						
Technology						
Computer/IT Expense	-	-	-	0.00%	-	-
Technology Total	-	-	-	0.00%	-	-
18						
Tenant Services						
TBRA Housing Assistance Payments	74,091.55	52,435.45	126,527.00	58.56%	126,527.00	-
TBRA Utility Allowance Payments	6,273.22	(6,273.22)	-	0.00%	6,273.22	(6,273.22)
Utility Assistance	989.61	(989.61)	-	0.00%	1,500.00	(1,500.00)
Tenant Services Total	81,354.38	45,172.62	126,527.00	64.30%	134,300.22	(7,773.22)
(8) Expense Total	83,133.14	50,050.86	133,184.00	62.42%	138,139.22	(4,955.22)
Grand Total	83,133.14	50,050.86	133,184.00	62.42%	138,139.22	(4,955.22)
Net Income	1,384.61	(5,314.61)	(3,930.00)		(4,757.82)	(827.82)

TBRA

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	60,348.41	Beginning Cash Operating	60,322.54
YTD AR Changes	(1,606.74)	Projected Income	48,863.65
FF&E Purchase		Projected Expenses	(55,006.08)
Add Back Depreciation		Ending Cash	54,180.11
YTD AP Changes	196.26		
YTD Income	84,517.75		
YTD Expenses	(83,133.14)		
	60,322.54		
Current Operating	60,322.54		
Balance Sheet Amount	60,322.54		
	-		



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

CHALIS – CHA Low Income Services

Discussion

Balance Sheet Summary

As of July 31, 2024, the balance sheet for the CHALIS Program reveals the following:

- **Total Assets:**
 - **Cash Position:** The cash balance increased significantly from \$30,227.03 to \$95,562.95. This improvement is due to better management of cash inflows, primarily from grants and operating income.
 - **Short-Term Assets:** Short-term assets, including accounts receivable and prepaid expenses, remained stable, with a slight increase to \$127,717.25, driven by additional receivables related to ongoing grant programs.
 - **Long-Term Assets:** Long-term assets decreased slightly from \$590,893.79 to \$579,877.79 due to accumulated depreciation on property and equipment.
- **Liabilities:**
 - **Short-Term Liabilities:** Short-term liabilities increased from -\$262,414.37 to -\$338,423.73. This rise is mainly due to higher accrued wages, additional payables to vendors, and an increase in amounts due to COCC.
 - **Long-Term Liabilities:** Long-term liabilities remained constant at -\$590,893.79, with the MHDC loan being the primary liability.
 - **Equity:** The equity position remained stable at \$105,170.85, reflecting the retained net assets and restricted funds.

Income Statement Overview

The income statement for July 2024 indicates the following:

- **Total Income:**
 - The CHALIS Program generated \$630,789.32 in income year-to-date, representing 52.19% of the annual budget. This includes grant income from various sources such as 21st Century, CACFP, and other local and federal programs.



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- **Grant Income:** Significant portions of income were derived from grant programs, with key contributions from the 21st Century program (\$288,467.59) and the MAP County Grant (\$20,036.36).
- **Rental Income:** Dwelling rent income was \$18,825.00, falling short of the budgeted amount due to higher-than-expected vacancies.
- **Total Expenses:**
 - Expenses for the period totaled \$651,778.00, representing 53.95% of the annual budget. Major expenses included personnel costs, contracted services, and program supplies.
 - **Personnel Costs:** Personnel expenses were the largest category, totaling \$449,053.42, or 54.25% of the budget, reflecting ongoing salaries and benefits for staff across various programs.
 - **Contracted Services:** Contracted services amounted to \$17,573.39, primarily for program-related services such as counseling and evaluations.
 - **Program Supplies:** Spending on program supplies was \$24,564.71, with significant expenditures on supplies for grant-funded programs.
- **Net Income:**
 - The CHALIS Program reported a net loss of -\$20,988.68 as of July 31, 2024. However, with projected income and controlled expenses, a slight surplus is anticipated by year-end.

Budget vs. Actual Performance

The budget comparison reveals several key insights:

- **Income:**
 - The program is on track with income targets, having achieved 52.19% of the annual budget. However, rental income is underperforming, which could affect overall revenue if not addressed.
 - Grant income remains a strong contributor, with most programs exceeding or meeting their income targets.
- **Expenses:**
 - Total expenses are within budgetary limits, with 53.95% of the annual budget spent. Personnel costs and program supplies are the primary expense drivers.
 - Some categories, such as contracted services, are under budget, allowing for potential reallocations if necessary.
- **Net Income:**
 - The current net income reflects a deficit, but with careful management of upcoming expenses and expected income, the program could end the year with a balanced budget or slight surplus.

Key Notes and Considerations

- **Cash Flow Management:** The significant increase in cash balances is a positive development, but ongoing attention is needed to manage short-term liabilities effectively.
- **Income Enhancement:** Strategies to increase rental income should be considered, including improving occupancy rates and reducing vacancies.



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- **Expense Control:** While expenses are within budget, continued monitoring is essential, particularly for personnel costs and program supplies, to prevent any overruns.

Conclusion

The financial statements for July 2024 indicate that the CHALIS Program is performing within expectations, with income and expenses generally aligned with the budget. However, challenges such as underperforming rental income and rising liabilities need to be addressed to ensure financial stability. Strategic adjustments in cash flow management and expense control will be crucial for meeting year-end financial goals.

Recommended Commission Action

Review and consider the report.

CHALIS

Balance Sheet

As of July 31, 2024

Property	(Multiple Items)		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, CHALIS OPERATING, FIRST MID #9914		5,471.27	66,438.94
McBaine Replacement Reserves-MHDC		24,671.16	29,039.41
PETTY CASH/GIFT CARD FUNDS		84.60	84.60
Cash Total		30,227.03	95,562.95
2			
Short Term Assets			
A/R- 2021 City Ind. Living		0.01	-
A/R 2023 21st Century		49,071.15	83,258.74
A/R- City Ind. Living		10,405.83	-
A/R CPS ESSER		14,732.08	-
A/R, HHC County Grant		21,460.14	-
A/R, MAP County Grant		7,801.00	14,210.00
A/R-2023 City MAP		350.00	-
A/R-2024 City MAP		-	13,125.00
A/R-CACFP		9,548.33	-
A/R-Summer Food Program		-	4,372.67
Accounts Receivable, Tenants		1,660.48	1,541.48
Allowance for Doubtful Accounts		(48.00)	(48.00)
Prepaid Expenses		-	2,819.87
Prepaid Insurance		12,035.47	8,437.49
Short Term Assets Total		127,016.49	127,717.25
3			
Long Term Assets			
Accumulated Depreciation		(251,792.18)	(262,808.18)
Land		138,818.88	138,818.88
McBaine Townhouses, Dwelling Structures		696,503.62	696,503.62
Office Equipment		7,363.47	7,363.47
Long Term Assets Total		590,893.79	579,877.79
(1) Asset Total		748,137.31	803,157.99

(2) Liability**4**

Short Term Liabilities		
Accounts Payable	(14,495.87)	(355.66)
Accrued Payroll Taxes Payable	(1,103.50)	(3,135.40)
Accrued Retirement Payable	(282.21)	(632.45)
Accrued Retirement Payable. 21st Century	(104.74)	(213.79)
Accrued Vacation Leave - Current	(5,430.01)	(5,430.01)
Accrued Vacation Leave - Non-Current	(3,620.01)	(3,620.01)
Accrued Wages Payable	(14,792.43)	(41,484.82)
Accts Payable, Vendors & Contractors	(25,681.12)	-
Deferred Credit	-	(114,108.37)
Due To COCC	(151,162.91)	(89,702.32)
Due to COCC 21st Century	(25,608.19)	(76,891.22)
Due to COCC CPS ESSER	(6,206.36)	-
Due To COCC Summer Food Program	-	(2,814.82)
Due To COCC-CACFP	(8,222.33)	-
P.I.L.O.T. Liability	(3,185.80)	(1,612.50)
Security Deposits, Tenants	(2,297.00)	(2,297.00)
W/C Insurance Liability	(221.89)	3,874.64
Short Term Liabilities Total	(262,414.37)	(338,423.73)

5

Long Term Liabilities		
Investment in Net Assets	78,106.21	78,106.21
MHDC LOAN	(669,000.00)	(669,000.00)
Long Term Liabilities Total	(590,893.79)	(590,893.79)

6

Equity		
Restricted Net Assets	(24,671.16)	(24,671.16)
Unrestricted Net Assets	129,842.01	129,842.01
Equity Total	105,170.85	105,170.85

(2) Liability Total	(748,137.31)	(824,146.67)
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Grand Total	-	(20,988.68)
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Net Income		(20,988.68)
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CHALIS

Income Statement

As of July 31, 2024

Property	(Multiple Items)			
	YTD Earned	To Be Earned	Annual Budget	% of Budget
(4) Income				
Income				
Dwelling Rent	18,825.00	12,807.00	31,632.00	59.51%
Grant Income-2023 21st Century	288,467.59	190,161.41	478,629.00	60.27%
Grant Income-CACFP	27,702.14	28,572.86	56,275.00	49.23%
Grant Income-City Housing Ambassador	-	-	-	0.00%
Grant Income-CPS ESSER	62,834.92	3.08	62,838.00	100.00%
Grant Income-Summer Food Program	9,027.77	8,972.23	18,000.00	50.15%
Income - 2024 City MAP	4,566.24	54,093.76	58,660.00	7.78%
Income - Heart of MO UW	3,015.59	53,781.41	56,797.00	5.31%
Income - MAP County Grant	20,036.36	110,623.64	130,660.00	15.33%
Income-2022 City Independent Living	(0.01)	0.01	-	0.00%
Income-City Independent Living	31,532.79	0.21	31,533.00	100.00%
Income-Summer/Fall MAP Veterans United	45,000.00	-	45,000.00	100.00%
Income Total	511,008.39	459,015.61	970,024.00	52.68%
14				
Other Expense				
Income - HHC County Grant	70,647.72	115,000.28	185,648.00	38.05%
Other Expense Total	70,647.72	115,000.28	185,648.00	38.05%
20				
Other Income				
Interest Income	1,174.72	(1,174.72)	-	0.00%

	YTD Earned	To Be Earned	Annual Budget	% of Budget
MAP Misc. Income	3,600.37	(3,600.37)	-	0.00%
Other Income	13,313.00	(13,313.00)	-	0.00%
Other Income-LIHTC Res Services Coord (BC)	10,298.75	7,356.25	17,655.00	58.33%
Other Income-LIHTC Res Services Coord (BWW)	6,436.50	4,597.50	11,034.00	58.33%
Other Income-LIHTC Res Services Coord (BWWII)	3,862.25	2,758.75	6,621.00	58.33%
Other Income-LIHTC Res Services Coord (SP)	10,298.75	7,356.25	17,655.00	58.33%
Interest - McBaine Escrow	148.87	(148.87)	-	0.00%
Other Income Total	49,133.21	3,831.79	52,965.00	92.77%
(4) Income Total	630,789.32	577,847.68	1,208,637.00	52.19%
Grand Total	630,789.32	577,847.68	1,208,637.00	52.19%

CHALIS

Expense Statement

As of July 31, 2024

Property (Multiple Items)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent
(8) Expense				
8				
Contracted Services				
Audit Costs	1,803.72	1,696.28	3,500.00	51.53%
Contract Services-Mike Veny Inc, County MAP Grant	1,541.21	15,055.79	16,597.00	9.29%
Contracted Services- CPS ESSER	(937.50)	937.50	-	0.00%
Contracted Services-2020 County MAP/TIA	-	-	-	0.00%
Contracted Services-Columbia Art League	400.00	2,355.00	2,755.00	14.52%
Contracted Services-Crown Counseling	7,250.00	(1,800.00)	5,450.00	133.03%
Contracted Services-Expressive Art Experiences	5,524.00	3,500.00	9,024.00	61.21%
Contracted Services-Ext Evaluator 2023 21st Century	-	-	-	0.00%
Contracted Services-Giving Song	937.50	1,045.50	1,983.00	47.28%
Contracted Services-Kate Weir Counseling, LLC	1,500.00	1,045.00	2,545.00	58.94%
Contracted Services-Misc 2023 21st Century	(445.54)	5,057.54	4,612.00	-9.66%
Contracted Services-PQA MU 2023 21st Century	-	9,065.00	9,065.00	0.00%
Contracted Services-Summer/Fall Veterans United	-	-	-	0.00%
Memberships & Dues	-	100.00	100.00	0.00%
Contracted Services Total	17,573.39	38,057.61	55,631.00	31.59%
9				
Fees				
Indirect Cost-CHALIS CACFP Admin Fee Services	778.21	421.79	1,200.00	64.85%
Indirect Cost-CHALIS City MAP Admin Fee Services	236.79	6,135.21	6,372.00	3.72%

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent
Indirect Cost-CHALIS City MAP Admin Fee Services HMUW	200.00	10,546.00	10,746.00	1.86%
Indirect Cost-CHALIS HHC Admin Fee Services	200.00	(200.00)	-	0.00%
Indirect Cost-CHALIS SFSP Admin Fee Services	-	625.00	625.00	0.00%
Managment Fees	875.00	625.00	1,500.00	58.33%
Fees Total	2,290.00	18,153.00	20,443.00	11.20%
11				
Insurance				
Insurance - Other	2,844.24	(2,844.24)	-	0.00%
Insurance-General Liability	52.78	212.22	265.00	19.92%
Insurance-Liability	2,859.50	2,042.50	4,902.00	58.33%
Insurance-Other	-	-	-	0.00%
Insurance-Property	2,252.88	187.12	2,440.00	92.33%
Insurance Total	8,009.40	(402.40)	7,607.00	105.29%
12				
Maintenance & Repair				
Maint Contracts, Miscellaneous	3,083.85	(3,083.85)	-	0.00%
FICA/MEDICARE, Summer Food Program, PT Staff	77.01	250.99	328.00	23.48%
FICA/MEDICARE, Summer/Fall MAP Veterans United	1,551.44	(1,551.44)	-	0.00%
FICA/MEDICARE,Prog-Summer Food Prog	144.62	(144.62)	-	0.00%
FICA/MEDICARE-Admin, HHC County Grant	-	-	-	0.00%
FICA/MEDICARE-Admin, MAP County Grant	-	-	-	0.00%
FICA/MEDICARE-Admin,2023 21st Century	1,164.24	(1,164.24)	-	0.00%
FICA/MEDICARE-Admin,Summer Food Prog	-	42.00	42.00	0.00%
Health Ins, CHALIS	7,716.30	2,549.70	10,266.00	75.16%
Health Insurance, 2023 21st Century	7,815.86	8,896.14	16,712.00	46.77%
Health Insurance, CPS ESSER	1,912.25	5,011.75	6,924.00	27.62%
Health Insurance-Admin, CHALIS	699.45	8,547.55	9,247.00	7.56%
Heath Insurance-Admin, 2023 21st Century	1,765.16	(1,765.16)	-	0.00%

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent
Insurance, W/C (CHALIS)	421.19	767.81	1,189.00	35.42%
Insurance, W/C-2023 21st Century	2,462.22	3,256.78	5,719.00	43.05%
Insurance, W/C-CACFP	107.17	227.83	335.00	31.99%
Insurance, W/C-CPS ESSER	609.16	109.84	719.00	84.72%
Insurance, W/C-Housing Ambassador	-	-	-	0.00%
Insurance,W/C-Summer Food Program	43.44	53.56	97.00	44.78%
Insurance-W/C Ins., HHC County Grant	998.99	1,697.01	2,696.00	37.05%
Insurance-W/C Ins., 2024 City MAP	22.03	650.97	673.00	3.27%
Insurance-W/C Ins., City Independent Living	311.15	164.85	476.00	65.37%
Insurance-W/C Ins., Heart of MO UW	14.79	446.21	461.00	3.21%
Insurance-W/C Ins., MAP County Grant	125.81	1,361.19	1,487.00	8.46%
Insurance-W/C Ins., Summer/Fall MAP Veterans United	457.12	(457.12)	-	0.00%
Retirement Benefits, 2024 City MAP	1.80	653.20	655.00	0.27%
Retirement Benefits, CHALIS	73.29	(73.29)	-	0.00%
Retirement Benefits, City Independent Living	1,060.04	366.96	1,427.00	74.28%
Retirement Benefits, Heart of MO UW	2.39	389.61	392.00	0.61%
Retirement Benefits, HHC County Grant	2,369.96	5,717.04	8,087.00	29.31%
Retirement Benefits, MAP County Grant	11.37	2,712.63	2,724.00	0.42%
Retirement Benefits-Admin, CHALIS	1,460.27	2,107.73	3,568.00	40.93%
Salaries - Administrative	23,133.11	9,907.89	33,041.00	70.01%
Salaries (CHALIS)	3,823.36	(3,823.36)	-	0.00%
Salaries, 2024 City MAP	(57.80)	10,970.80	10,913.00	-0.53%
Salaries, 2024 City MAP PT Staff	1,631.30	21,116.70	22,748.00	7.17%
Salaries, City Independent Living	19,531.33	4,252.67	23,784.00	82.12%
Salaries, Heart of MO UW	107.25	6,420.75	6,528.00	1.64%
Salaries, MAP County PT Staff	4,251.10	24,699.90	28,951.00	14.68%
Salaries, Program-2023 21st Century	60,024.14	58,378.00	118,402.14	50.70%
Salaries, Program-CACFP	3,403.09	(3,403.09)	-	0.00%
Salaries, Program-CACFP PT Staff	3,742.75	9,139.25	12,882.00	29.05%
Salaries, Program-CPS ESSER	4,816.66	12,806.34	17,623.00	27.33%
Salaries, PT Staff	116,985.80	41,469.06	158,454.86	73.83%

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent
Salaries, Resident Services-City Housing Ambassador	-	-	-	0.00%
Salaries, Summer/Fall MAP Veterans United	20,467.07	(20,467.07)	-	0.00%
Salaries,Admin-Summer Food Program	-	554.00	554.00	0.00%
Salaries,Program-Summer Food Program	1,890.30	(1,890.30)	-	0.00%
Salaries,Program-Summer Food Program,PT Staff	1,006.51	3,287.49	4,294.00	23.44%
Salaries-Accounting	-	26,433.00	26,433.00	0.00%
Salaries-Admin, 2023 21st Century	15,483.52	(15,483.52)	-	0.00%
Salaries-Admin, CACFP	-	3,876.00	3,876.00	0.00%
Salaries-Admin, HHC County Grant	-	-	-	0.00%
Salaries-Admin, MAP County Grant	-	-	-	0.00%
Salaries-Program, HHC County Grant	56,875.33	77,900.67	134,776.00	42.20%
Salaries-Program, MAP County Grant	4,240.28	41,160.72	45,401.00	9.34%
Staff Training 2023 21st Century	4,650.00	6,865.00	11,515.00	40.38%
Staff Training (CHALIS)	-	1,500.00	1,500.00	0.00%
Staff Training- HHC County Grant	-	-	-	0.00%
Staff Training- MAP County Grant	-	2,041.00	2,041.00	0.00%
Travel Expense, 2023 21st Century	-	4,000.00	4,000.00	0.00%
Retirement Benefits, Summer/Fall MAP Veterans United	233.28	(233.28)	-	0.00%
Salaries, 2024 Veterans United PT Staff	9,888.42	(9,888.42)	-	0.00%
FICA/MEDICARE, 2024 Vet United PT Staff	772.32	(772.32)	-	0.00%
Personnel Total	449,053.42	378,652.58	827,706.00	54.25%

16

Supplies

General Supplies-GAS for MAP Van	2,255.76	1,806.24	4,062.00	55.53%
Office Supplies	98.21	401.79	500.00	19.64%
Office Supplies, 2024 City MAP	-	1,802.00	1,802.00	0.00%
Office Supplies, MAP County Grant	-	-	-	0.00%
Office Supplies,HHC County Grant	1,298.24	(798.24)	500.00	259.65%
Postage	7.87	(7.87)	-	0.00%
Program Expenses-Food Supplies,CACFP	1,116.25	33,750.75	34,867.00	3.20%

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent
Program Expenses-Food Supplies,SFSP	1,128.37	(1,128.37)	-	0.00%
Program Supplies (CHALIS)	69.95	(69.95)	-	0.00%
Program Supplies- HHC County Grant (Events)	551.00	18,248.00	18,799.00	2.93%
Program Supplies- HHC Removing Barriers	31.77	(31.77)	-	0.00%
Program Supplies- MAP County Grant (Events)	7,051.51	16,006.49	23,058.00	30.58%
Program Supplies-2024 City MAP	1,542.78	3,006.22	4,549.00	33.91%
Program Supplies-City Independent Living	-	-	-	0.00%
Program Supplies-Heart of MO UW	1,500.00	3,772.00	5,272.00	28.45%
Program Supplies-Summer/Fall MAP Veterans United	7,641.80	37,358.20	45,000.00	16.98%
Office Supplies, 2023 21st Century	123.28	(123.28)	-	0.00%
Office Supplies, CPS ESSER	147.92	(147.92)	-	0.00%
Supplies Total	24,564.71	113,844.29	138,409.00	17.75%

17

Technology

Computer/IT Expense	2,286.48	13,725.52	16,012.00	14.28%
Computer/IT Expense, City Independent Living	447.37	373.63	821.00	54.49%
Computer/IT Expense, MAP County Grant	1,233.57	2,666.43	3,900.00	31.63%
Computer/IT Expense, Summer Food Program	113.30	702.70	816.00	13.88%
Computer/IT Expense,2022 City MAP	-	-	-	0.00%
Computer/IT Expense,2024 City MAP	204.04	1,795.96	2,000.00	10.20%
Computer/IT Expense,Heart of MO UW	105.32	6,894.68	7,000.00	1.50%
Computer/IT Expense,HHC County Grant	2,036.17	(535.17)	1,501.00	135.65%
Computer/IT Expense-2022 CACFP	77.20	(77.20)	-	0.00%
Computer/IT Expense-2023 21st Century	1,589.56	(1,589.56)	-	0.00%
Computer/IT Expense-21st CCLC ESSER	-	-	-	0.00%
Computer/IT Expense-CPS ESSER	405.23	3,626.77	4,032.00	10.05%
Computer/IT Expense-MAP Misc	968.38	(968.38)	-	0.00%
Technology Total	9,466.62	26,615.38	36,082.00	26.24%

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent
Utilities				
Telephone	-	500.00	500.00	0.00%
Telephone, HHC County Grant	-	-	-	0.00%
Telephone, MAP County Grant	-	1,000.00	1,000.00	0.00%
Utilities Total	-	1,500.00	1,500.00	0.00%
(8) Expense Total	651,778.00	556,227.00	1,208,005.00	53.95%
Grand Total	651,778.00	556,227.00	1,208,005.00	53.95%
Net Income	(20,988.68)	21,620.68	632.00	

CHALIS

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	5,471.27	Beginning Cash Operating	66,438.94
YTD AR Changes	(700.76)	Projected Income	577,847.68
FF&E Purchase		Projected Expenses	(556,227.00)
Add Back Depreciation	11,016.00	Ending Cash	88,059.62
YTD AP Changes	76,009.36		
YTD Income	630,789.32		
YTD Expenses	(651,778.00)		
	70,807.19		
Funded by Reserves	(4,368.25)		
Current Operating	66,438.94		
Balance Sheet Amount	66,438.94		
	(0.00)		



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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

ROSS Programs

Discussion

Balance Sheet Summary

As of July 31, 2024, the combined balance sheets for the ROSS FSS, ROSS Residential Services, and FSS Escrow Forfeiture programs reflect the following:

- **Total Assets:**
 - **ROSS FSS:** Short-term assets decreased from \$4,410.17 to \$1,804.03, mainly due to a reduction in accounts receivable from HUD.
 - **ROSS Residential Services:** Short-term assets decreased to zero, indicating that all receivables were cleared during the period.
 - **FSS Escrow Forfeiture:** Cash increased significantly from \$6,408.86 to \$33,688.43, primarily due to a major forfeiture event.
- **Liabilities:**
 - **ROSS FSS:** Short-term liabilities increased from -\$4,410.17 to -\$6,274.59, primarily due to accrued wages and other payables.
 - **ROSS Residential Services:** Liabilities increased slightly to -\$2,756.56, driven by accrued wages and payables.
 - **FSS Escrow Forfeiture:** The equity position remained unchanged at -\$6,408.86, reflecting the restricted nature of the funds.

2. Income Statement Overview

The income statements for July 2024 highlight the following for each program:

- **ROSS FSS:**
 - **Total Income:** The program earned \$74,529.94 year-to-date, representing HUD funding for FSS Coordinators. The program is on track with its annual budget.
 - **Total Expenses:** Expenses totaled \$79,000.50, primarily in personnel costs such as salaries, benefits, and insurance for FSS Coordinators.
 - **Net Income:** The program reported a net deficit of -\$4,470.56, which will be requested from ROSS.
- **ROSS Residential Services:**



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- **Total Income:** The program earned \$22,003.22, representing HUD funding for Residential Services Coordinators, aligning with budget expectations.
- **Total Expenses:** Expenses totaled \$24,759.78, with significant spending on personnel and technology costs.
- **Net Income:** The program reported a net deficit of -\$2,756.56 which will be requested from ROSS.
- **FSS Escrow Forfeiture:**
 - **Total Income:** The program earned \$29,791.92, primarily from forfeited escrow funds and interest income.
 - **Total Expenses:** Expenses were minimal, totaling \$2,512.35, with spending on supportive services and training.
 - **Net Income:** The program reported a positive net income of \$27,279.57, which is available for restricted uses within the FSS program.

3. Budget vs. Actual Performance

The budget comparison for each program reveals several key insights:

- **ROSS FSS:**
 - Income is on track with the budget, but the program is running a slight deficit due to higher-than-expected personnel costs.
- **ROSS Residential Services:**
 - Income is on track, but expenses, particularly in personnel and technology, are higher than anticipated.
- **FSS Escrow Forfeiture:**
 - Income from forfeitures has exceeded expectations, providing a significant cushion for program-related expenses.
 - Expenditures are within budget, with funds available for client support, training, and other approved uses.

4. Key Notes and Considerations

- **Restricted Use of FSS Escrow Forfeiture Funds:** The funds from FSS Escrow Forfeiture are restricted and can only be spent on specific activities that benefit FSS participants. This includes client support, training programs, and other supportive services. It is crucial to ensure that any expenditure from this account adheres to these restrictions to maintain compliance with HUD guidelines.
 - **Expense Management:** Both ROSS FSS and ROSS Residential Services are experiencing higher-than-expected expenses. Close monitoring and potential adjustments in spending will be necessary to prevent budget overruns.
 - **Income Optimization:** While income levels are generally on track, exploring additional funding opportunities or optimizing current income streams could help mitigate the deficits seen in ROSS FSS and ROSS Residential Services.
-



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Conclusion

The combined financial statements for July 2024 indicate that while the programs are generally performing within expectations, there are areas that require attention, particularly in managing expenses and ensuring compliance with restricted fund usage. Strategic adjustments in expense management and careful oversight of the FSS Escrow Forfeiture funds will be essential for maintaining financial stability across these programs.

Recommended Commission Action

Review and consider the report.

FSS Escrow Forfeiture Balance Sheet

As of July 31, 2024

Property		05-00		
			Sum of Begin	Sum of End
(1) Asset				
Cash				
	CASH, FSS ESCROW FORFEITURE, FIRST MID #8444		6,408.86	33,688.43
	Cash Total		6,408.86	33,688.43
(1) Asset Total			6,408.86	33,688.43
(2) Liability				
6				
Equity				
	Restricted Net Assets		(6,408.86)	(6,408.86)
	Equity Total		(6,408.86)	(6,408.86)
(2) Liability Total			(6,408.86)	(6,408.86)
Grand Total			-	27,279.57
Net Income				27,279.57

FSS Escrow Forfeiture Income Statement

As of July 31, 2024

Property 05-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Other Income						
Interest on Investments	525.48	(525.48)	-	0.00%	750.00	750.00
Other Income	29,266.44	(29,266.44)	-	0.00%	29,266.44	29,266.44 A
Other Income Total	29,791.92	(29,791.92)	-	0.00%	30,016.44	30,016.44
(4) Income Total	29,791.92	(29,791.92)	-	0.00%	30,016.44	30,016.44
Grand Total	29,791.92	(29,791.92)	-	0.00%	30,016.44	30,016.44

FSS Escrow Forfeiture Expense Statement

As of July 31, 2024

Property 05-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Supportive Services -	1,827.00	(1,827.00)	-	0.00%	16,654.00	(16,654.00) B
Contracted Services Total	1,827.00	(1,827.00)	-	0.00%	16,654.00	(16,654.00)
14						
Other Expense						
Sundry, Miscellaneous	85.35	(85.35)	-	0.00%	150.00	(150.00)
Other Expense Total	85.35	(85.35)	-	0.00%	150.00	(150.00)
15						
Personnel						
Staff Training	600.00	(600.00)	-	0.00%	5,600.00	(5,600.00) C
Personnel Total	600.00	(600.00)	-	0.00%	5,600.00	(5,600.00)
(8) Expense Total	2,512.35	(2,512.35)	-	0.00%	22,404.00	(22,404.00)
Grand Total	2,512.35	(2,512.35)	-	0.00%	22,404.00	(22,404.00)
Net Income	27,279.57	(27,279.57)	-		7,612.44	7,612.44

FSS Escrow Forfeiture

Notes to Financial Statements

As of July 31, 2024

- A. Had one significant forfeiture in this year.
- B Funding \$100 into each participants account.
- C Additional training requested.

Ross Resident Services

Balance Sheet

As of July 31, 2024

Property	(Multiple Items)		
		Sum of Begin	Sum of End
(1) Asset			
Short Term Assets			
	Accounts Receivable, HUD	2,544.48	-
	Short Term Assets Total	2,544.48	-
(1) Asset Total		2,544.48	-
(2) Liability			
4			
Short Term Liabilities			
	Accounts Payable	(481.56)	-
	Accrued Payroll Taxes Payable	(134.13)	(125.34)
	Accrued Retirement Payable	(107.56)	(101.81)
	Accrued Wages Payable	(1,792.61)	(1,696.86)
	Due To COCC	(1.73)	(807.10)
	W/C Insurance Liability	(26.89)	(25.45)
	Short Term Liabilities Total	(2,544.48)	(2,756.56)
(2) Liability Total		(2,544.48)	(2,756.56)
Grand Total		0.00	(2,756.56)
Net Income			(2,756.56)

ROSS Residential Services Income Statement

As of July 31, 2024

Property (Multiple Items)

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
HUD Revenue, ROSS-Res Serv Coordinator	22,003.22	(22,003.22)	-	0.00%	39,870.44	39,870.44
Income Total	22,003.22	(22,003.22)	-	0.00%	39,870.44	39,870.44
(4) Income Total	22,003.22	(22,003.22)	-	0.00%	39,870.44	39,870.44
Grand Total	22,003.22	(22,003.22)	-	0.00%	39,870.44	39,870.44

ROSS Residential Services

Expense Statement

As of July 31, 2024

Property (Multiple Items)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
14						
Other Expense						
Admin Costs, Miscellaneous	56.63	(56.63)	-	0.00%	87.92	(87.92)
Other Expense Total	56.63	(56.63)	-	0.00%	87.92	(87.92)
15						
Personnel						
Compensated Absences	321.64	(321.64)	-	0.00%	530.64	(530.64)
FICA/Medicare, Res Serv Coord	1,189.62	(1,189.62)	-	0.00%	2,039.35	(2,039.35)
Health Insurance, Res Serv Coord	3,221.57	(3,221.57)	-	0.00%	5,522.69	(5,522.69)
Insurance, W/C, Res Serv Coord	239.28	(239.28)	-	0.00%	374.44	(374.44)
Retirement, Res Serv Coordinator	957.11	(957.11)	-	0.00%	1,640.76	(1,640.76)
Salaries, Res Serv Coordinator	15,630.09	(15,630.09)	-	0.00%	24,431.60	(24,431.60)
Staff Training	250.00	(250.00)	-	0.00%	500.00	(500.00)
Personnel Total	21,809.31	(21,809.31)	-	0.00%	35,039.48	(35,039.48)
16						
Supplies						
Office Supplies	33.45	(33.45)	-	0.00%	66.90	(66.90)
Supplies Total	33.45	(33.45)	-	0.00%	66.90	(66.90)
17						

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
Technology						
Computer/IT Expense	2,860.39	(2,860.39)	-	0.00%	5,472.30	(5,472.30)
Technology Total	2,860.39	(2,860.39)	-	0.00%	5,472.30	(5,472.30)
(8) Expense Total	24,759.78	(24,759.78)	-	0.00%	40,666.60	(40,666.60)
Grand Total	24,759.78	(24,759.78)	-	0.00%	40,666.60	(40,666.60)
Net Income	(2,756.56)	2,756.56	-		(796.16)	(796.16)

Ross FSS Coordinators

Balance Sheet

As of July 31, 2024

	Sum of Begin	Sum of End
Property	(Multiple Items)	
(1) Asset		
Short Term Assets		
Accounts Receivable, HUD	4,410.17	1,804.03
Short Term Assets Total	4,410.17	1,804.03
(1) Asset Total	4,410.17	1,804.03
(2) Liability		
4		
Short Term Liabilities		
Accrued Payroll Taxes Payable	(285.74)	(390.52)
Accrued Retirement Payable	(202.42)	(277.32)
Accrued Wages Payable	(3,852.16)	(5,256.88)
Due To COCC, ROSS FSS Coordinators	(12.07)	(271.01)
W/C Insurance Liability	(57.78)	(78.86)
Short Term Liabilities Total	(4,410.17)	(6,274.59)
(2) Liability Total	(4,410.17)	(6,274.59)
Grand Total	0.00	(4,470.56)
Net Income		(4,470.56)

ROSS FSS Coordinators Income Statement

As of July 31, 2024

Property (Multiple Items)

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
HUD Revenue, ROSS FSS Coordinators	74,529.94	(74,529.94)	-	0.00%	127,765.61	127,765.61
Income Total	74,529.94	(74,529.94)	-	0.00%	127,765.61	127,765.61
(4) Income Total	74,529.94	(74,529.94)	-	0.00%	127,765.61	127,765.61
Grand Total	74,529.94	(74,529.94)	-	0.00%	127,765.61	127,765.61

ROSS FSS Coordinators Expense Statement

As of July 31, 2024

Property (Multiple Items)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
14						
Other Expense						
Sundry, Miscellaneous	-	-	-	0.00%	-	-
Other Expense Total	-	-	-	0.00%	-	-
15						
Personnel						
Compensated Absences, ROSS FSS Coordinators	5,591.73	(5,591.73)	-	0.00%	7,944.91	(7,944.91)
FICA/Medicare, ROSS FSS Coordinators	4,484.71	(4,484.71)	-	0.00%	7,688.07	(7,688.07)
Health Ins, ROSS FSS Coordinators	10,096.79	(10,096.79)	-	0.00%	17,308.78	(17,308.78)
Insurance, W/C, ROSS FSS Coordinators	904.45	(904.45)	-	0.00%	1,550.49	(1,550.49)
Retirement, ROSS FSS Coordinators	3,218.00	(3,218.00)	-	0.00%	5,516.57	(5,516.57)
Salaries, ROSS FSS Coordinators	54,704.82	(54,704.82)	-	0.00%	95,420.61	(95,420.61)
Personnel Total	79,000.50	(79,000.50)	-	0.00%	135,429.43	(135,429.43)
(8) Expense Total	79,000.50	(79,000.50)	-	0.00%	135,429.43	(135,429.43)
Grand Total	79,000.50	(79,000.50)	-	0.00%	135,429.43	(135,429.43)
Net Income	(4,470.56)	4,470.56	-		(7,663.82)	(7,663.82)



Housing Authority of the City of Columbia, Missouri

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

Department Source: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 4, 2024

Re: Year to date financials through July 31, 2024

Executive Summary

Columbia Community Housing Trust – 501c3

Discussion

Balance Sheet Highlights

As of July 31, 2024, the balance sheet reflects the following key points:

- **Total Assets:** The CCHT holds total assets valued at \$4,629,143.62, an increase from \$4,501,198.21 at the beginning of the period. The growth is primarily due to increases in long-term assets, including significant notes receivable and property holdings, specifically the investment in Lynn Street Project and a note to Kinney Point.
- **Cash Position:** The cash balance decreased significantly to \$72,462.86 from \$1,119,570.23, largely due to reserve transfers and operating cash used for ongoing projects.
- **Liabilities:** Total liabilities amounted to \$4,594,094.57, reflecting an increase from \$4,501,198.21, driven mainly by long-term liabilities associated with ongoing projects at 207 Lynn.
- **Equity:** The CCHT's equity position remains stable at \$4,498,932.14, indicating that equity financing remains unchanged, with a continued focus on using restricted and unrestricted net assets.

Income Statement Summary

The income statement for July 2024 shows the following:

- **Total Income:** CCHT generated \$45,751.48 in total income year-to-date, primarily from rent and interest income, but this was significantly offset by expenses and the phasing out of interest income from a one-time gift.
- **Total Expenses:** Expenses for the period amounted to \$10,702.43, including contracted services, management fees, insurance, and maintenance. Notably, maintenance and repair expenses totaled \$5,484.04, representing significant outlays for landscape and grounds maintenance.
- **Net Income:** The net income for the period stands at \$35,049.05, which, after adjusting for depreciation, yields a net income before depreciation of \$37,029.05.

Cash Flow Insights

The cash flow statement as of July 31, 2024, reveals:

- **YTD Cash Movement:** The CCHT experienced a substantial cash outflow due to construction in progress and loan receivables, leading to a decrease in the operating cash balance to \$67,796.20.
- **Upcoming Cash Movements:** Projected income and expenses indicate further pressure on cash flow, with upcoming expenses expected to exceed projected income. The trust anticipates further drawdowns from reserves to support ongoing projects.

Budget vs. Actual Performance

A comparison of budgeted and actual performance shows:



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- **Income:** Actual income is tracking behind budget expectations, primarily due to the end of interest income from a significant gift. Rent income is also lagging, with future rent projected to close the gap.
- **Expenses:** Actual expenses are on track with the budget, although certain categories, such as maintenance, have already reached their budgeted amounts.
- **Variance:** Overall, the trust's financial performance is within expected variance, but careful monitoring of income sources and ongoing expenses is essential to maintain budget discipline.

Key Notes

- **Projects in Progress:** The 207 Lynn project is a significant focus, with large expenditures expected to continue. The completion and sale of properties are crucial for financial stability.
- **Cash Reserves:** The trust is heavily reliant on its reserves to cover operating expenses and project costs. A review of reserve levels and future cash flow projections is recommended.
- **Risk Management:** The ongoing construction and reliance on future sales creates a risk profile that needs to be managed carefully, especially with the tight cash flow situation.

Conclusion

The financial statements for July 2024 show that the Community Housing Trust is navigating a period of significant financial activity, with a strong focus on managing its ongoing projects. While the trust maintains a stable equity position, the substantial use of cash reserves and the dependency on future income highlight the need for careful financial oversight. Strategic decisions regarding cash flow management and project financing will be crucial in the coming months.

Recommended Commission Action

Review and consider the report.

Columbia Community Housing Trust

Balance Sheet

As of July 31, 2024

Property	80-00		
		Sum of Begin	Sum of End
(1) Asset			
Cash			
CASH, CCHT OPERATING, FIRST MID #9984	64,590.78		67,796.20
CCHT Reserves, PB#40012	1,054,979.45		4,666.66 A
Cash Total	1,119,570.23		72,462.86
Short Term Assets			
Accounts Receivable, Kinney Point Project	770.00		-
Accounts Receivable, Tenants	1,262.47		796.47
CIP - 207 Lynn - Infrastructure	2,230.00		94,135.55
Prepaid Expenses	-		587.47
Prepaid Insurance	-		570.60
Short Term Assets Total	4,262.47		96,090.09
Long Term Assets			
Accumulated Depreciation	(36,550.00)		(38,530.00)
Assets Held for Sale - Land	265,494.39		265,494.39
Assets, Dwelling Structures	136,000.00		136,000.00
Land	264,389.66		264,389.66
Note Receivable - Bryant WW II	300,000.00		300,000.00
Note Receivable-BWW Loan	500,000.00		500,000.00
Notes Receivable, MMVC #3 - MFH, non-current	460,350.58		454,201.06
Notes Recievable MMVC #2 - AHAP, non-current	1,237,680.88		1,221,035.56
Operating Loan Receivable	250,000.00		58,000.00
Note Receivable-CHA (Kinney Point Vet United), non-current	-		1,300,000.00 A
Long Term Assets Total	3,377,365.51		4,460,590.67
(1) Asset Total	4,501,198.21		4,629,143.62

4

Short Term Liabilities

Accts Payable, Vendors & Contractors	-	(74.10)
Due To COCC	(215.03)	555.85
P.I.L.O.T. Liability	(1,311.04)	(768.63)
Security Deposits, Tenants	(740.00)	(740.00)
Short Term Liabilities Total	(2,266.07)	(1,026.88)

5

Long Term Liabilities

207 Lynn Loan Payable-Current-Central Bank #1184	-	(94,135.55)
Long Term Liabilities Total	-	(94,135.55)

6

Equity

Investment in Net Assets	(366,069.66)	(366,069.66)
Restricted Net Assets	(1,054,979.45)	(1,054,979.45)
Unrestricted Net Assets	(3,077,883.03)	(3,077,883.03)
Equity Total	(4,498,932.14)	(4,498,932.14)

(2) Liability Total	(4,501,198.21)	(4,594,094.57)
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Grand Total	-	35,049.05
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Net Income		35,049.05
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Columbia Community Housing Trust

Income Statement

As of July 31, 2024

Property 80-00

	YTD Earned	To Be Earned	Annual Budget	% of Budget	Projected Year End	Variance To Budget
(4) Income						
Income						
Dwelling Rent	8,610.00	(8,610.00)	-	0.00%	14,760.00	14,760.00 B
Income Total	8,610.00	(8,610.00)	-	0.00%	14,760.00	14,760.00
20						
Other Income						
Interest Income	37,141.48	(37,141.48)	-	0.00%	39,351.83	39,351.83 C
Other Income	-	-	-	0.00%	-	-
Other Income Total	37,141.48	(37,141.48)	-	0.00%	39,351.83	39,351.83
(4) Income Total	45,751.48	(45,751.48)	-	0.00%	54,111.83	54,111.83
Grand Total	45,751.48	(45,751.48)	-	0.00%	54,111.83	54,111.83

Columbia Community Housing Trust

Expense Statement

As of July 31, 2024

Property 80-00

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
(8) Expense						
8						
Contracted Services						
Audit Costs	375.79	(375.79)	-	0.00%	6,000.00	(6,000.00)
Contracted Services Total	375.79	(375.79)	-	0.00%	6,000.00	(6,000.00)
9						
Fees						
Managment Fees	726.08	(726.08)	-	0.00%	1,245.76	(1,245.76)
Fees Total	726.08	(726.08)	-	0.00%	1,245.76	(1,245.76)
11						
Insurance						
Insurance-General Liability	185.57	(185.57)	-	0.00%	318.12	(318.12)
Insurance-Property	613.20	(613.20)	-	0.00%	1,051.20	(1,051.20)
Insurance Total	798.77	(798.77)	-	0.00%	1,369.32	(1,369.32)
12						
Maintenance & Repair						
Maint Contracts, Miscellaneous	32.04	(32.04)	-	0.00%	64.08	(64.08)
Maint Contracts-Landscape & Grounds	5,452.00	(5,452.00)	-	0.00%	10,904.00	(10,904.00) D
Maintenance & Repair Total	5,484.04	(5,484.04)	-	0.00%	10,968.08	(10,968.08)

Row Labels	YTD Spent	To Be Spent	Annual Budget	% of Budget Spent	Annual Projections	Variance to Budget
14						
Other Expense						
Administrative Expenses	99.75	(99.75)	-	0.00%	1,000.00	(1,000.00)
Depreciation Expense	1,980.00	(1,980.00)	-	0.00%	3,392.00	(3,392.00)
Other General Expenses	500.00	(500.00)	-	0.00%	1,000.00	(1,000.00)
P.I.L.O.T. Expense	738.00	(738.00)	-	0.00%	1,476.00	(1,476.00)
Other Expense Total	3,317.75	(3,317.75)	-	0.00%	6,868.00	(6,868.00)
16						
Supplies						
Postage	-	-	-	0.00%	-	-
Supplies Total	-	-	-	0.00%	-	-
(8) Expense Total	10,702.43	(10,702.43)	-	0.00%	26,451.16	(26,451.16)
Grand Total	10,702.43	(10,702.43)	-	0.00%	26,451.16	(26,451.16)
Net Income	35,049.05	(35,049.05)	-		27,660.67	27,660.67
Add Back Depreciation	1,980.00	(1,980.00)	-		3,392.00	
Net Income Before Depreciation	37,029.05	(37,029.05)	-	-	31,052.67	

Columbia Community Housing Trust

Cash Flow

As of July 31, 2024

YTD Cash Movement		Upcoming Cash Movement	
Beginning Cash Operating	64,590.78	Beginning Cash Operating	67,796.20
YTD AR Changes	77.93	Projected Income	8,360.35
Add Back Depreciation	1,980.00	Projected Expenses	(15,748.73)
Equipment Purchases	(91,905.55) E	Add Back Depreciation	1,412.00
YTD AP Changes	(1,239.19)	Ending Cash	61,819.82
Note Receivable	(1,085,205.16)	Home Sale (see notes)	(40,650.00)
YTD Income	45,751.48	Ending Cash After Sale	21,169.82
YTD Expenses	(10,702.43)		
	(1,076,652.14)		
Funded by Reserves	1,050,312.79		
Funded by Note	94,135.55		
	1,144,448.34		
Current Operating	67,796.20		
Balance Sheet Amount	67,796.20		

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Columbia Community Housing Trust

Property Details

As of July 31, 2024

A This was wired to the title company for the closing on draw 1. It is the VU gift specifically for Kinney Point.

B	Rent	
	904 Madison	490.00
	711 Mikel	740.00
		1,230.00
	Months	6
	Total Rent	7,380.00
	Remaining	6
	Future Rent	7,380.00
	Total Rent 2024	14,760.00

C This is from the gift mentioned in note A that was drawing interest. This will only have one more month of interest then interest income will drop significantly.

D This includes mowing for some land at Patriot Place and is not all for the two rentals!

E Construction in progress information:

	Pro Forma	Current	Remaining	
Home Sale	115,000.00	-	115,000.00	
Cash Donations	40,650.00	63,500.00	-	Need adj entry
HOME Funds	65,000.00	-	65,000.00	
	220,650.00	63,500.00	180,000.00	
Construction of Home	213,500.00	94,135.55	119,364.45	
Environmental Study	1,800.00		1,800.00	
Loan Interest	500.00		500.00	
Title Fee	500.00		500.00	
Legal Fee	350.00		350.00	
Admin Fee	4,000.00		4,000.00	
	220,650.00	94,135.55	126,514.45	
Construction Note	220,650.00	94,135.55	126,514.45	
Sale of Home	180,000.00			
Pay off Note	(220,650.00)			
Cash Impact	(40,650.00)			
Income Impact	(40,650.00)	Took gifts as income already.		

CDBG Renovations

Balance Sheet

As of July 31, 2024

Property		(Multiple Items)	
	Sum of Begin	Sum of End	
(1) Asset			
Short Term Assets			
Accounts Receivable, Other	51,449.59	(9,828.44)	
Short Term Assets Total	51,449.59	(9,828.44)	
(1) Asset Total		51,449.59	(9,828.44)
(2) Liability			
4			
Short Term Liabilities			
Accts Payable, Vendors & Contractors	(39,263.15)	-	
Due To COCC	(12,186.44)	9,828.44	
Short Term Liabilities Total	(51,449.59)	9,828.44	
(2) Liability Total		(51,449.59)	9,828.44
Grand Total		-	-

Net Income

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Ross NN 2005 Grant

Balance Sheet

As of July 31, 2024

Property	63-05			
		Sum of Begin	Sum of End	Sum of Hide
(1) Asset				
Long Term Assets				
Accumulated Depreciation	(13,917.00)	(13,917.00)	(27,834.00)	
Non-Dwelling Structures	7,699.00	7,699.00	15,398.00	
Office Equipment	6,218.00	6,218.00	12,436.00	
Long Term Assets Total	-	-	-	
(1) Asset Total				
	-	-	-	
Grand Total				
	-	-	-	