



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, December 11, 2024

Time: 5:30 p.m. – Columbia Housing Authority Regular Meeting

Place: CHA Administration Building, 201 Switzler

- I. Call to Order/Introductions
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of November 6, 2024, Open Meeting Minutes
- V. Public Comment (Limited to 5 minutes per speaker)

RESOLUTIONS

- VI. **Resolution 2969:** Authorizing an agreement with the City of Columbia to cover the cost of purchase and installation of solar panels at the Kinney Point Community facility.
- VII. **Resolution 2970:** Authorizing the Chief Executive Officer to Execute Appropriate Documents and Agreements for the acceptance of funds from the Missouri Department of Conservation Forestry Cost Sharing Program.
- VIII. **Resolution 2971:** Authorizing the Chief Executive Officer to Execute Appropriate Documents and Agreements for the purchase of new laundry equipment for Oak and Paquin Tower.
- IX. **Resolution 2972:** Authorizing the Chief Executive Officer to Execute Appropriate Documents and Agreements with Steves Pest Control for Pest Management Services for the Columbia Housing Authority.

REPORTS

- X. Corporate Transparency Act and Beneficial Ownership Information (BOI) Reporting Update
- XI. Patriot Place and Paquin Tower Updates
- XII. **Director Reports:** Affordable Housing Development, Facilities and Modernization, Resident Services, Affordable Housing Operations, Affordable Housing Programs, Human Resources, Safety and Finance.
- XIII. Current Events

PUBLIC AND COMMISSIONER COMMENT

- XIV. Public Comment (Limited to 5 minutes per speaker)

XV. Commissioner Comment

XVI. Adjournment

If you wish to participate in the meeting and require specific accommodation or services related to disability, please contact 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: www.columbia.info@gmail.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 November 6, 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 November 6, 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
Robin Wenneker, Vice Chair-Via Zoom
Rigel Oliveri, Commissioner
Steve Calloway, Commissioner

Excused: Olivia Sinclair, Commissioner

CHA Staff: Randy Cole, CEO
Justin Anthony, Director of Facilities and Modernization
Laura Lewis, Director of Affordable Housing Operations
Caitlin Hammons, Director of Resident Services
Christina Heilman, Director of Finance
Debbi Simmons, Senior Accountant
Jeff Forck, Director of Safety
Jeanette Nelson, Director of Human Resources
Darcie Hamilton, Housing Development Coordinator

Guests: Tom Kayser, Sundvold Financial

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. Olivieri. All Commissioners voted "aye". Mr. Hutton declared the agenda adopted.

IV. Approval of the Minutes

Approval of October 2, 2024 Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting that occurred on October 2, 2024. A motion was made by Ms. Oliveri. A second motion was made by Mr. Hutton. All other Commissioners voted “aye” and Mr. Hutton declared the motion approved.

V. Public Comment

Mr. Virgil Palmer, a Resident of Patriot Place Apartments shared his concerns about living at Patriot Place including undesirable activities and individuals on CHA property that he has witness while living there. Mr. Palmer also discussed his experience working with both VA and CHA staff. The board voices their concern and requests that staff address the concerns and provide an update at the next board meeting.

PUBLIC HEARINGS

VI. Proposed FY 2025 CHA Budget: January 1, 2025-December 31, 2025

a. FY 2025 CHA Employee Benefits Package-Sundvold Financial:

Mr. Kayser reviews the benefits package and goes into some detail on the changes from the previous year. He shares that there was a 5.5% increase in cost to CHA for healthcare.

- b. Budget Highlights
- c. Agency Wide Budget
- d. LIHTC Budgets
- e. CHALIS Budget
- f. Board Discussion
- g. Public Comment

Ms. Heilman reviews the budget highlights and notes increases such as the expected 10% LIHTC insurance increases and 30% Public Housing insurance increases.

Ms. Simmons and Ms. Hammons review the CHALIS budget detailing the many grants that make up 97% of the budget.

Mr. Calloway comments that CHA is not an organization intended to make money, but rather an organization for the public good. Ms. Heilman adds that CHA is mission driven. Mr. Calloway shares his admiration for that being reflected in the budget.

RESOLUTIONS

VII. Resolution 2965: to approve the Columbia Housing Authority’s Agency-Wide Budget for FY 2025 including the annual public housing authority (PHA) entity budgets, Low-Income Housing Tax Credit entity budgets and the Columbia Housing Authority’s 501(c)3 Nonprofits, CHA Low-Income Services, Inc (CHALIS) and Columbia Community Housing Trust (CCHT).

Mr. Hutton called for a Motion to approve Resolution 2965. A motion was made by Mr. Calloway. A second motion was made by Ms. Oliveri. Upon Roll Call the following vote was recorded.
Yes: Oliveri, Hutton, Calloway
Wenneker abstained.

VIII. Resolution 2966: to approve the FY 2025 Budgets for the following Limited Partnerships of the Low-Income Housing Tax Credit Properties Managed by the Columbia Housing Authority: The

Mid Missouri Veterans Housing Development Group, LP; Stuart Parker Housing Development Group, Bear Creek Housing Development Group, LP, Oak Towers Housing Development Group, LP, Bryand Walkway Housing Development Group, LP, Bryant Walkway II Housing Development Group, LP, and authorizing submission to the Missouri Housing Development Commission.

Mr. Cole explains that the LIHTC budgets must be submitted by December 1st to MHDC and the investors on the projects.

Mr. Hutton called for a motion to approve Resolution 2966. A motion was made by Ms. Oliveri. A second motion was made by Mr. Calloway. Upon roll call the following vote was recorded. Yes: Oliveri, Hutton, Calloway, Wenneker

IX. Resolution 2967: to approve the Columbia Housing Authority Employee Benefits Package for January 1, 2025, through December 31, 2025.

Mr. Hutton comments on how important the review of the benefits package is as it is real money out of employee pockets and not something to take lightly. Mr. Calloway expresses agreement and comments on the ability of Sundvold to negotiate rates.

Mr. Hutton called for a motion to approve Resolution 2967. A motion was made by Ms. Oliveri. A second motion was made by Mr. Calloway. Upon roll call the following vote was recorded. Yes: Oliveri, Hutton, Calloway, Wenneker.

X. Resolution 2968: Authorizing CHA staff to submit to the U.S. Department of Housing and Urban Development to utilize 120% fair market rent payment standards in FY 2025 for all CHA voucher programs.

Mr. Cole explains that resolution 2968 is an annual action for the vouchers program. He shares that CHA is seeking a waiver for 120% rather than 110% to maximize housing choice. Ms. Oliveri adds that the increase could allow for more eligible units and expand choice in neighborhoods.

Mr. Hutton called for a motion to approve Resolution 2968. A motion was made by Mr. Calloway. A second motion was made by Ms. Oliveri. Upon roll call the following vote was recorded. Yes: Oliveri, Hutton, Calloway, Wenneker.

REPORTS

XI. Department Reports: Finance, Facilities and Modernization, Safety, Affordable Housing Development and Compliance, Human Resources, and Resident Services

Facilities and Modernization

Mr. Anthony shares that work orders continued to be steady. The Blind Boone Facility project funded by CDBG is almost complete, preparation for the renovations at the Bear Creek Apartments have begun and updates to the laundry facilities are to take place very soon. Mr. Anthony goes on to discuss the development construction activities in process for Kinney Point, Park Avenue and Providence Walkway.

Affordable Housing Development

Ms. Hamilton reviews the report sharing updates regarding the administrative tasks required for Kinney Point, Park Avenue, Providence Walkway and Blind Boone Apartments.

Resident Services

Ms. Hammons reviews the report and discussion is had about growth for the programs.

Affordable Housing Operations

Ms. Lewis reviews the report and shares that the units are performing well with four total vacancies of the 642 units.

Human Resources

Ms. Nelson reviews the report and notes the current open positions.

Safety

Mr. Forck reviews the reports and shares that the calls received were somewhat average and confirms the concerns expressed in Public Comments. Mr. Forck goes on to share that staff do have plans to address the concerns that are in process.

Finance

Ms. Heilman reviews the finance reports sharing that currently the finances are on track.

XII. Current Events

Mr. Cole reviews the current events.

**XIII. Public Comment
None.**

XIV. Commissioner Comment

Mr. Calloway asks if there are any events to assist residents in signing up for Medicare. Ms. Hammons shares that there is a representative that visits the Towers each season to assist residents.

Mr. Hutton requests a future report on how the election results could impact CHA and its funding.

XV. Adjournment

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Mr. Calloway. Seconded by Mr. Hutton. Mr. Hutton called the meeting adjourned at 7:40 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 November 1, 2024, I posted public notice of the November 6, 2024, Board of Commissioners Meeting and distributed copies of the notice and agenda to the Board of Commissioners and the local media. The meeting notice and agenda was also distributed to the public upon request.

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

Randy Cole, Chief Executive Officer

Date



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: **Resolution 2969**: Authorizing an agreement with the City of Columbia to cover the cost of purchase and installation of solar panels at the Kinney Point Community facility.

Executive Summary

Resolution 2969 authorizes a funding agreement with the City of Columbia that includes \$35,000 to cover costs associated with the installation of photovoltaic solar panels at the Kinney Point Community Facility.

Discussion

The Columbia Housing Authority maintains community space at the Kinney Point Community Facility located at 1 E. Sexton. The City of Columbia Water and Light Department administers funding for investments in renewable energy on an annual basis and expressed a desire to invest in the Kinney Point Community Facility. The City of Columbia, City Council also approved the FY 2025 City Budget authorizing investments in solar energy at Kinney Point. The City of Columbia Water and Light Department has provided an agreement to fund \$35,000 in costs associated with the installation of Photovoltaic Solar Panels.

CHA and City staff estimate the agreement can assist with the installation of a system up to 15kw and cover 100% of annual electrical operating costs associated with the facility. City staff estimate solar installations produce 1,400 kwh per 1 kw of PV installation in Missouri. From 2021 to 2022, the facility consumed approximately 20,000 kwh per year while previously occupied, therefore a 15kw system is estimated to meet approximately 100% of future anticipated annual electrical costs. CHA staff are exploring further investments in the facility with HVAC and lighting to further increase building efficiency and ensure a competitive bid process to maximize the level of system installed. Should the CHA Board of Commissioners approve the agreement, CHA staff plan to competitively bid the project in mid-2025 and in coordination with other construction activities taking place at Kinney Point.

Recommended Commission Action

Approve Resolution 2969 authorizing an agreement with the City of Columbia for the installation of photovoltaic solar panels.



Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 2969

To Authorize a Funding Agreement with the City of Columbia to Cover Costs Associated with the Installation of Photovoltaic Solar Panels on the Kinney Point Community Facility.

WHEREAS, The City of Columbia Water allocates funding for renewable energy sources impacting low to moderate income populations and service providers; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri maintains site control of community space at the Kinney Point Community Facility located at 7 E. Sexton; and

WHEREAS, the City of Columbia Water and Light Department has provided an agreement to fund \$35,000 in costs associated with the installation of Photovoltaic Solar Panels; and

WHEREAS, City staff and CHA staff estimate funding can provide for an estimated 15kw system covering 100% of the facility's annual electrical costs.

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 acceptance of these funds to install photovoltaic solar panels; and

BE IT FURTHER RESOLVED the Columbia Housing Authority Board of Commissioners approves Resolution 2969 and authorizes the execution of the agreement, and the implementation of the project.

Bob Hutton, Chair

Randall Cole, Secretary

December 11th, 2024

**AGREEMENT
FOR
SOLAR/PHOTOVOLTAIC EQUIPMENT INSTALLATION REIMBURSEMENT
BETWEEN
THE CITY OF COLUMBIA, MISSOURI
AND
THE HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI**

THIS AGREEMENT, made and entered into this **[enter day]** day of **[enter month]**, 2024, by and between the City of Columbia, Missouri, a municipal corporation (hereinafter “City”), and the Housing Authority of the City of Columbia, Missouri, a municipal corporation of the State of Missouri (hereinafter “CHA”). City and CHA are each individually referred to herein as a “Party” and collectively as the “Parties”.

WHEREAS, City provides incentives for multiple benefits through solar rebate programs, net metering agreements, and other programs that promote clean, renewable solar/photovoltaic (hereinafter “photovoltaic”) power for homes and businesses to reduce City’s carbon footprint, protect the environment and contribute to City’s renewable energy portfolio;

WHEREAS, CHA is facilitating the Kinney Point Resource Center, a multi-use building, 7 E Sexton Road in Columbia, Missouri;

WHEREAS, City and CHA are interested in maximizing the installation of photovoltaic equipment on the Kinney Point Resource Center;

WHEREAS, City has allocated thirty-five thousand dollars (\$35,000) toward CHA’s photovoltaic equipment installation within the Kinney Point Resource Center, to be expended on a reimbursement basis on or before July 1, 2025;

WHEREAS, CHA intends to place other funding sources toward the costs of photovoltaic equipment installation on the Kinney Point Resource Center to the extent such costs exceed thirty-five thousand dollars (\$35,000);

NOW, THEREFORE, City and CHA agree as follows:

1. City’s allocation of funds. City shall allocate and provide, via reimbursement to CHA an amount not to exceed a total of thirty-five thousand dollars (\$35,000) for the installation of photovoltaic equipment on the Kinney Point Resource Center, located 7 East Sexton Road in Columbia, Missouri (hereinafter “Kinney Point”). Any such funds not reimbursed to CHA on or before July 1, 2025 will no longer be available to CHA under this Agreement.
2. CHA’s installation of photovoltaic equipment. CHA shall install photovoltaic equipment at Kinney Point. Photovoltaic equipment installed by CHA shall provide solar/photovoltaic power to reduce City’s carbon footprint, protect the environment and contribute to City’s renewable energy portfolio. The photovoltaic equipment and its installation shall meet power production, efficiency, safety, durability and other standards as determined by City. CHA shall facilitate the photovoltaic equipment purchases and installations including any contracting, subcontracting, ordering, permits, approvals or other related work.
3. Reimbursement from City to CHA. Following the installation of photovoltaic equipment within Kinney Point, CHA may seek reimbursement from City for costs associated with purchase and installation of such equipment by submitting documentation demonstrating such purchase and installation and other information as directed by City. Such documentation shall be submitted by CHA to the City of Columbia Utilities Utility Services Manager. Upon confirmation by City that such purchase and installation meets the standards as determined by City, City will reimburse the costs of such purchase and installation to CHA

in an amount not to exceed an overall total within this Agreement of thirty-five thousand dollars (\$35,000). CHA may seek such reimbursements for installations as they are completed or periodically following their completion, and City will reimburse CHA for installations as documentation is received and confirmed to meet the standards as determined by City and until the overall total of thirty-five thousand dollars (\$35,000) is met. CHA shall seek reimbursement from City under this Agreement only for purchase and installation of photovoltaic equipment within Kinney Point and for no other purposes. Reimbursements from City to CHA shall only be for purchase and installation of photovoltaic equipment as set forth in this Agreement and for no other purposes. Any reimbursement funds received by CHA from City under this Agreement that cannot be expended or applied by CHA for photovoltaic purchase and installation within Kinney Point shall be returned to City. The Parties agree and understand that CHA may install photovoltaic equipment within Kinney Point which, in total, exceeds the cost of thirty-five thousand dollars (\$35,000) allocated by City within this Agreement, and to the extent CHA does so, CHA shall not seek reimbursement from City for such additional installations and shall use other CHA funds for such purpose. City encourages CHA to install photovoltaic equipment within Kinney Point to the maximum extent possible.

4. Hold Harmless Agreement. To the fullest extent not prohibited by law, CHA shall indemnify and hold harmless the City of Columbia, its directors, officers, agents and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any negligent act or failure to act, or willful misconduct, of CHA, of any contractor (meaning anyone, including but not limited to consultants having a contract with CHA or a contractor for part of the services), of anyone directly or indirectly employed by CHA or by any contractor, or of anyone for whose acts CHA or its contractor may be liable, in connection with providing these services except as provided in this Agreement. This provision does not, however, require CHA to indemnify, hold harmless or defend the City of Columbia from its own negligence, except as set out herein. This clause shall survive termination of the Agreement.

5. Permits. CHA and/or its contractors shall secure all necessary licenses and permits before beginning work, keep necessary records as required, and do all work in such manner as to comply with all ordinances and laws of the city, county, state, and nation as apply to the work related to this Agreement.

6. Availability of funds. Reimbursements under this Agreement are dependent upon the availability of funds, as determined by City. This Agreement may be terminated with fifteen (15) days written notice if funding becomes unavailable in whole or in part, and City shall have no obligation to continue reimbursement following written notification to CHA that such funds are no longer available for such purposes.

7. Conflict of interest. No salaried officer or employee of City and no member of City Council shall have a financial interest, direct or indirect, in this Agreement. A violation of this provision renders this Agreement void. Any federal regulations and applicable provisions in Section 105.450, et seq., RSMo, shall not be violated. CHA covenants that it and its board members and employees presently have no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree in this Agreement. CHA further covenants that in the performance of this Agreement, no person having such interest shall be employed.

8. Patents. CHA shall protect City against all suits for patent infringement on materials, equipment, and methods used. If CHA is required or desires to use any design, device material, or process covered by letter patent or copyright, CHA shall arrange and provide for such use by suitable agreement with the patentee or owner, and a copy of the agreement may be required by City. The CHA shall indemnify, defend and save harmless City from any suit, claims, or damages arising from the infringement upon or use of any patented or copyrighted design, device, material, or process.

9. Assignment. No assignment by CHA of this Agreement or any part thereof, or of the funds to be received thereunder by the CHA, will be recognized unless such assignment has had the written approval of City.

10. Accident prevention. Precaution shall be exercised at all times for the protection of persons (including employees) and property. The safety provisions of applicable laws, and building and construction codes shall be observed. Machinery, equipment, and all hazards shall be guarded or eliminated in accordance with the safety provisions of the “Manual of Accident Prevention in Construction”, published by the Associated General Contractors of America, to the extent that such provisions are not in contravention of applicable laws. Current standards of the Occupational Safety and Health Act shall be applied. CHA or its contractors shall not commit or permit a public or private nuisance during work related to this Agreement. CHA and its contractors shall take all necessary steps to protect their own workers, the utility personnel, and the public from unnecessary danger or hazard during the prosecution of the work related to this Agreement. Danger signs, warning signs, flares, lanterns, railings, barriers, sheeting, shoring, etc. shall be erected to prevent accidents from construction, falling objects, rotating machinery, electric lines, and other conditions which might present unusual hazard.

11. Equal opportunity. The City of Columbia is an equal opportunity, affirmative action employer pursuant to federal, state and local law. CHA and its contractors shall comply with federal, state and local laws related to Equal Opportunity. CHA and its contractors shall not discriminate based on race, color, religion, sex, national origin, ancestry, marital status, disability, sexual orientation, gender identity or expression, receipt of governmental assistance, source of income, or any other protected category designated by local, state, or federal law.

12. Americans with Disabilities Act. CHA and its contractors shall comply with all applicable provisions of the Americans with Disabilities Act and the regulations implementing the Act, including those regulations governing employment practices. If this Agreement involves CHA providing services directly to the public, CHA shall make the services, programs, and activities governed by this Agreement accessible to persons with disabilities as required by the Americans with Disabilities Act and its implementing regulations. If this Agreement involves construction work, the completed work shall comply with the requirements of the Americans with Disabilities Act and the regulations implementing the Act. Payment of funds under this Agreement are conditional upon CHA certifying to the City in writing that it, its contractors, and the completed work complies with the Americans with Disabilities Act and 28 C.F.R. Part 35.

13. Materials and workmanship. Except as otherwise provided herein, all materials provided by CHA and its contractors shall be new materials of high quality which shall give long life and reliable operation, all equipment shall be modern in design and shall not have been in prior service except as required by factory tests, and the workmanship shall be of high quality in every detail.

14. No third-party beneficiary. No provision of this Agreement is intended to nor shall it in any way inure to the benefit of any third party, so as to constitute any such person a third-party beneficiary under this Agreement.

15. Termination. City may, by written notice, terminate this Agreement in whole or in part for failure of CHA to perform or comply with any of the provisions herein. In such event, CHA shall be liable for damages which may include reimbursements already paid by City to CHA under this Agreement. In general, termination for default shall be effective ten (10) days from CHA’s receipt of notice. Further, this Agreement may be terminated by City in whole or in part, whenever City, through its Purchasing Agent, determines that such termination is in the best interest of the City of Columbia. Any such termination will be affected by delivery to CHA of a letter of termination specifying the extent to which the Agreement is terminated and the date upon which such termination is effective. After receipt of a termination letter, CHA shall seek no further reimbursements under this Agreement except to the extent permitted within the termination letter. Additionally, in the event that sufficient funds are not appropriated or otherwise become unavailable, this Agreement may be terminated in whole or in part, at the sole discretion of City, with fifteen (15) business days’ written notice to CHA. CHA understands and agrees that City shall not be liable for any costs or injuries caused by or related to such reduction in funds.

16. Prevailing wages. CHA and its contractors shall comply with all requirements of the prevailing wage law of Sections 290.210 to 290.340, RSMo, including the latest amendments thereto. Unless the work is exempt from the payment of prevailing wages pursuant to Section 290.230 RSMo, this Agreement shall be based upon payment by CHA and its contractors of wage rates not less than the prevailing hourly wage rate for each craft or classification of workers engaged on the work as determined by the Missouri Division of Labor Standards.

17. Employment of unauthorized aliens prohibited. CHA and its contractors shall comply with Section 285.530, RSMo, in that CHA shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri.

18. Missouri Anti-Discrimination Against Israel Act. To the extent required by Section 34.600, RSMo, CHA certifies it and its contractors are not currently engaged in and shall not, for the duration of this Agreement, engaged in a boycott of goods or services from the State of Israel; companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel; or persons or entities doing business in the State of Israel. If any provision of this paragraph, or the application of such provision to any person or circumstance, shall be held invalid, the remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby. This paragraph shall not apply to contracts with a total potential value of less than one hundred thousand dollars (\$100,000.00) or to contractors with fewer than ten (10) employees.

19. No waiver of immunities. In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either Party's rights or defenses with regard to each Party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitutions or laws.

20. Amendment. No amendment, addition to, or modification of any provision hereof shall be binding upon the Parties, and neither Party shall be deemed to have waived any provision or any remedy available to it unless such amendment, addition, modification or waiver is in writing and signed by a duly authorized officer or representative of the applicable Party or Parties.

21. Governing law and venue. This Agreement shall be governed, interpreted, and enforced in accordance with the laws of the State of Missouri and/or the laws of the United States, as applicable. The venue for all litigation arising out of, or relating to this Agreement, shall be in Boone County, Missouri, or the United States Western District of Missouri. The Parties hereto irrevocably agree to submit to the exclusive jurisdiction of such courts in the State of Missouri. The Parties agree to waive any defense of forum non conveniens.

22. General laws. CHA and its contractors shall comply with all federal, state, and local laws, rules, regulations, and ordinances.

23. Notices. Any notice required by this Agreement to be given in writing or that either City or CHA wishes to give to the other in writing shall be signed by or on behalf of the Party giving notice. The notice shall be deemed to have been completed when sent by certified or registered mail to the other Party at the address set forth herein, or delivered in person to said Party or their authorized representative. The following persons are designated by the respective Parties to act on behalf of such Party and to receive all written notices and reimbursement invoices:

IF TO CITY:

City of Columbia
Finance Department
P.O. Box 6015
Columbia, MO 65205-6015
Attn: City Purchasing Agent

IF TO CHA:

Housing Authority of the City of Columbia, Missouri
201 Switzler Street
Columbia, MO 65201
Attn: Randy Cole, Executive Director

With a Copy to:

City Utilities Department
P.O. Box 6015
Columbia, MO 60205-6015
Attn: Todd McVicker

24. Counterparts and electronic signatures. This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. Faxed signatures, or scanned and electronically transmitted signatures, on this Agreement or any notice delivered pursuant to this Agreement, shall be deemed to have the same legal effect as original signatures on this Agreement.

25. Entire agreement. This Agreement represents the entire and integrated Agreement between the Parties relative to reimbursements by City to CHA for photovoltaic equipment installations within Kinney Point as set forth herein. All previous or contemporaneous agreements, contracts, representations, promises and conditions relating to this Agreement are superseded.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS THEREOF, the Parties hereto have caused this instrument to be executed by their duly authorized officers the day and year last written below.

CITY OF COLUMBIA, MISSOURI

By: _____
De'Carlton Seewood, City Manager

Date: _____

ATTEST:

By: _____
Sheela Amin, City Clerk

APPROVED AS TO FORM:

By: _____
Nancy Thompson, City Counselor/ek

CERTIFICATION: I, hereby certify that this agreement is within the purpose of the appropriation to which it is to be charged, account number _____ and that there is an unencumbered balance to the credit of such appropriation sufficient to pay therefor.

By: _____
Matthew Lue, Director of Finance

HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI (CHA)

By: _____

Printed Name: _____

Title: _____

Date: _____

ATTEST:

By: _____

Name/Title: _____



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: Facilities and Modernization

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: **Resolution 2970:** Authorizing the Chief Executive Officer to Execute Appropriate Documents and Agreements for the Acceptance of funds from the Missouri Department of Conservation Forestry Cost Sharing Program.

Executive Summary

This memo provides an overview of the application submitted to the Department of for Conservation for the Forestry Cost Sharing Program.

Discussion

CHA staff submitted a Forestry Cost Sharing application to the Missouri Department of Conservation (MDOC) for the removal of critical trees.

The application includes the removal of 22 dangerous, diseased trees and pruning of 18 additional trees with a cost share of 90% MDOC and 10% CHA with a maximum award of \$49,000.00. The total cost of this project is expected to be \$62,774.54. CHA was awarded the full allowable amount at 90% or \$49,000. Matching costs will be from eligible sources of existing funds by CHA property within the FY 2025 CHA budget.

The attached resolution ratifies an agreement with the Missouri Department of Conservation for the Forestry Cost Sharing Program.

Recommended Commission Action

Review and consider the report.



Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 2970

Authorizing the Chief Executive Officer to Execute the Appropriate Documents and Agreements for the Acceptance of Funds from the Missouri Department of Conservation Forestry Cost Sharing Program.

WHEREAS, The Missouri Department of Conservation provides cost sharing funding for removal of trees that are dangerous and in critical risk of damage to life and property; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri submitted an application for addressing critical risk and dangerous trees located in; Bryant Walkway I, Bryant Walkway II, Stuart Parker and the Bear Creek developments; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri was awarded the cost sharing amount of \$49,000.00 from the submitted application for addressing dangerous trees located in; Bryant Walkway I, Bryant Walkway II, Stuart Parker and the Bear Creek developments; 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 acceptance of funds to address their forestry needs; and

BE IT FURTHER RESOLVED that if the Missouri Department of Conservation cost sharing agreement should be approved, Resolution 2970 also authorizes the execution of all applicable contract award agreements, and the implementation of the programs and projects as described in the grant application.

Bob Hutton, Chair

Randall Cole, Secretary

December 11th, 2024



MISSOURI DEPARTMENT OF CONSERVATION

Headquarters

2901 West Truman Boulevard, P.O. Box 180, Jefferson City, Missouri 65102-0180
Telephone: 573-751-4115 ▲ www.MissouriConservation.org

SARA PARKER PAULEY, Director

Congratulations! Your community forestry cost share application has been approved! Attached you will find a cost share agreement form. Please sign at the **Landowner signature line** and return to me within a week. Once you have signed and returned the agreement form you are ready to proceed with your project.

Important--please keep in mind the following:

- This project must be completed and notification made to me via email by no later than May 1st, 2024 so that we can inspect your project and approve for payment.
- Tree pruning must be done according to ANSI A300 *Tree Shrub and Other Woody Plant Maintenance-Standard Practices*. No pruning work will be approved that does not conform to these standards.
- Tree planting should conform to the description in the attached flyer: *How to Plant a Tree*.
- Removals of trees associated with this funding must take place between the dates of November 1st to March 31 due to the potential presence of endangered bats using the trees outside that time frame.
- Email me one to three photos of project for our social media with 2-3 sentence description including names.

Congratulations again and I look forward to receiving your signed agreement.

Sincerely,

Ann Koenig
Community Forester with the Missouri Department of Conservation

COMMISSION

MARGARET F. ECKELKAMP
Washington

STEVEN D. HARRISON
Rolla

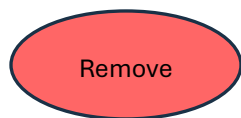
MARK L. McHENRY
Kansas City

WM. L. (BARRY) ORSCHELN
Columbia

TREE PRUNING AND REMOVAL MAPS

WINTER 2024

STUART PARKER



202A Unity: Prune low limbs from two birch trees, ensuring clearance of 10–15 feet from the ground and building.

208 Unity: Remove two hazardous, dying ash trees (EAB-infected).

210 Unity: Remove one hazardous, dying oak tree in the rear.

Laundry Area: Prune limbs over the fence and parking area; remove saplings around the brick building.

304 McBaine: Prune limbs on the roof; prune trees back from the building 10–12 feet or to the trunk.

223B Unity: Remove walnut tree; cut all saplings in the front yard except one healthy sapling (recommend keeping catalpa for its large leaves). Clear saplings north of 223 in the fence and prune low limbs over the fence 10–12 feet above ground.

207 Lincoln: Remove hazardous large dead oak limbs hanging over the building and low limbs over the street (high-priority task).

212B Lincoln: Remove sapling by concrete and treat stump.

213B Lincoln: Prune low limbs from birch tree; remove saplings in the fenced backyard and treat stumps.

201 Lincoln (East Side): Prune hazardous low limbs from mulberry tree, ensuring clearance of 10–15 feet or more above the sidewalk and yard.

501 Oak St.: Prune low limbs 10–15 feet from roof and ground; remove hazardous limbs near the home and prune deadwood in the backyard.

200 Hicks Dr: Remove saplings along the back of the building.

201 Hicks Dr: Remove one hazardous large dead treetop over the back corner of the building and sidewalk.

LASALLE PL/TRINITY PL/PROVIDENCE WW



212 Switzler Street – EAB Ash Removal (Hazards: structures, fences, and overhead utility wires)
306 Trinity – Remove dying oak.
202 Providence Walkway – EAB Ash Removal.
215 Providence Walkway – EAB Ash Removal
9 Bryant Walkway – Prune 3 large oaks on west, two large oaks over parking.
11 Bryant Walkway – Prune 1 large oak.
210 Allen Walkway – Prune 1 large oak, remove sapling.
214 Bryant St – Prune two large oaks.
103 Park Ave – Prune large oak.
305 Allen Walkway – Prune hazardous limbs.
289 S Allen St – Prune hazardous limbs.
Bryant Walkway – 6 EAB Ash Removals
209 Allen Walkway – Prune 3 pear trees, cleanup fence.
206 Allen Walkway – Prune hazard limbs. Park Ave Dumpster – EAB Ash Removal
26 Bryant Walkway – Remove large hazardous oak.
322 Lasalle Pl – EAB Ash Removal
400 Lasalle Pl – EAB Ash Removal
313 Trinity – EAB Ash Removal
407 Trinity – EAB Ash Removal
411 Trinity – two EAB Ash Removals

ELLETA BLVD (BEAR CREEK)





Bear Creek Housing
Managers Office

1119B

Px9

Pp

1017

P X X

1112A

P

1107

1109

1113

1111

1115

1110

1117

P

P

P

P

P

P

Elleta Blvd

Elleta Blvd

El

Jolene

1102

1104

Px3

P

P

P

P

1106

1108

1110

1112

1113

1115

P



- 1000/1003 Elleta Blvd: prune two oaks
- 1004 Elleta Blvd: removal
- 1005 Elleta Blvd: prune linden
- 1009 Elleta Blvd: remove redbud
- 1011/1013 Elleta Blvd: remove three trees, prune three trees
- 1019 Elleta Blvd: prune three oaks
- 1027 Elleta Blvd: prune oak
- Maintenance Building: prune one tree
- 1017 Elleta Blvd: remove four ash, prune birch
- 1102 Elleta Blvd: prune oak
- 1106 Elleta Blvd: prune three bushes, prune oak
- 1107 Elleta Blvd: removal by air conditioner
- 1109 Elleta Blvd: prune oak
- 1110 Elleta Blvd: prune sycamore
- 1112 Elleta Blvd: prune oak
- 1113 Elleta Blvd: prune two oaks
- 1115 Elleta Blvd: prune two oaks
- 1118 Elleta Blvd: prune two oaks
- 1119 Elleta Blvd: prune cedar
- 1119A Elleta Blvd: prune three oaks
- Left of dumpster: remove saplings
- 1201 Elleta Blvd: prune oak
- 1205 Elleta Blvd: prune oak and sycamore
- 1206 Elleta Blvd: prune oak
- 1210 Elleta Blvd: prune three oaks
- 1212 Elleta Blvd: prune oak
- 1217 Elleta Blvd: prune catalpa, remove elm
- 1227 Elleta Blvd: remove oak
- 1302 Elleta Blvd: prune four birch
- North Side: prune low limbs along property



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

Department Source: Facilities and Modernization

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: **Resolution 2971**: Authorizing the Chief Executive Officer to Execute Appropriate Documents and Agreements for the purchase of new laundry equipment for Oak and Paquin Tower.

Executive Summary

Approval of the resolution will authorize the purchase of new laundry equipment for Oak and Paquin Tower.

Discussion

The proposed resolution is to authorize the purchase of new laundry equipment for Oak and Paquin Tower. Most of the current Oak and Paquin laundry equipment is over 10 years old and has experienced a high volume of use. The machines are estimated to have operated over 10,000 cycles exceeding their lifespan. CHA staff maintain multiple machines that are currently broken and in need of replacement.

Staff solicited pricing from four vendors. CI Laundry was the lowest bid at \$60,185.00 for Oak Tower and \$57,025.00 for Paquin Tower and is a previous supplier of CHA purchased laundry equipment. The new laundry equipment will be a cashless system that works with a combination of the consumers credit/debit cards and a loyalty card. Moving to a cashless system will reduce the amount of cash handled by staff while servicing the equipment and during the monthly collections.

CHA's LIHTC investor, Redstone, has approved to use Replacement and Reserves to cover costs associated with replacement of the equipment. Should the CHA Board of Commissioners approve the resolution CHA staff will proceed with the purchase of the new equipment before the end of 2024.

Recommended Commission Action

Adopt the Resolution Approving the purchase of new laundry equipment for Oak and Paquin Tower.



Board Resolution

RESOLUTION 2971

To Authorize the Chief Executive Officer to Execute Appropriate Documents and Agreements for the purchase of new laundry equipment for Oak and Paquin Tower.

WHEREAS, the Housing Authority of the City of Columbia, Missouri maintains and operates laundry facilities at Oak and Paquin Tower; and

WHEREAS, the Columbia Housing Authority Resident Advisory Board expressed the need for new laundry equipment at Oak and Paquin Tower; and

WHEREAS, the Board of Commissioners acknowledges the need to update dilapidated equipment to better serve the residence at Oak and Paquin Tower; and

WHEREAS, the Board of Commissioners has reviewed the report and recommendations from staff; 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 purchase of new laundry equipment for Oak and Paquin Tower.

Bob Hutton, Chairman

Randy Cole, Secretary

Adopted December 11, 2024

CI Laundry Systems

205 S Lee St
Bloomington IL
61701



309-827-4302

www.cilaundrysystems.com

Quote

Date	Quote #
9/13/2024	3756

Customer Name / Address
COLUMBIA HOUSING AUTHORITY 201 SWITZLER ST COLUMBIA, MO 65203

Ship To
COLUMBIA HOUSING AUTHORITY 201 SWITZLER ST COLUMBIA, MO 65203

Paquin

- Speed Queen Equipment Warranty
- 90 days labor
- All parts for the first three years
- The frame and cylinder shaft assembly from breakage during the first five five years for non-vended, 10 years vended
- The bearing housing, cylinder bearings and bearing seals during the first ten years (120 months 20-80 lb vended washer-extractors only; all others 60 months)
- Lifetime on stainless steel tub (washers)

Rep	Project

Item	Description	Qty	Total
SFNNYASPI16TW01	EQUIPMENT PACKAGE FOR PAQUIN TOWERS SPEED QUEEN FRONT LOAD WASHER, CARD READY, PUMP DRAIN LIST PRICE: \$3454.00 CI LAUNDRY PRICE: \$2795.00	8	22,360.00
SSGNYFGS116TW01	SPEED QUEEN STACK GAS DRYER PREP FOR CARD LIST PRICE: \$3538.00 CI LAUNDRY PRICE: \$2895.00	5	14,475.00
SCT040VCAFXB60B...	SPEED QUEEN VENDED 40LB WASHER EXTRACTOR, 100G. GRAVITY DRAIN 220V LIST PRICE: \$13,840.00 CI LAUNDRY PRICE: \$10,495.00	1	10,495.00
MISC EQUIPMENT ...	ESD CARD READERS	19	5,491.00
MISC EQUIPMENT ...	ESD SLIM 2 VALUE ADDER ACCEPTS CREDIT, DEBIT, EBT, APPLE PAY, SAMSUNG PAY, ANDROID PAY) DISPENSES CARDS **REQUIRES ETHERNET RUN TO IT**	1	4,200.00
MISC PARTS SALE	SETUP CARDS	3	150.00
FREIGHT	FREIGHT AND DELIVERY	1	1,900.00
INSTALLATION	INSTALLATION LABOR	1	3,600.00

Thank you for your business!	Subtotal
ESTIMATES ARE GOOD FOR 30 DAYS. ACTUAL LABOR TIME AND FREIGHT COSTS MAY VARY. NEW EQUIPMENT ORDERS OVER \$3000 PAID BY CREDIT CARD WILL HAVE A 3% SERVICE CHARGE APPLIED.	Sales Tax (5.95%)
	Total

Customer Signature

CI Laundry Systems

205 S Lee St
 Bloomington IL
 61701



309-827-4302
 www.cilaundrysystems.com

Quote

Date	Quote #
9/13/2024	3757

Customer Name / Address
COLUMBIA HOUSING AUTHORITY 201 SWITZLER ST COLUMBIA, MO 65203

Ship To
COLUMBIA HOUSING AUTHORITY 201 SWITZLER ST COLUMBIA, MO 65203
<i>Date</i>

Speed Queen Equipment Warranty
 -90 days labor
 -All parts for the first three years
 -The frame and cylinder shaft assembly from breakage during the first five five years for non-vented, 10 years vented
 -The bearing housing, cylinder bearings and bearing seals during the first ten years (120 months 20-80 lb vented washer-extractors only; all others 60 months)
 -Lifetime on stainless steel tub (washers)

Rep	Project

Item	Description	Qty	Total
SFNNYASPI116TW01	EQUIPMENT PACKAGE FOR OAK TOWER SPEED QUEEN FRONT LOAD WASHER, CARD READY, PUMP DRAIN LIST PRICE: \$3454.00 CI LAUNDRY PRICE: \$2795.00	8	22,360.00
SSGNYFGS116TW01	SPEED QUEEN STACK GAS DRYER PREP FOR CARD LIST PRICE: \$3538.00 CI LAUNDRY PRICE: \$2895.00	6	17,370.00
SCT040VCAFXB60B...	SPEED QUEEN VENDED 40LB WASHER EXTRACTOR. 100G. GRAVITY DRAIN 220V LIST PRICE: \$13,840.00 CI LAUNDRY PRICE: \$10,495.00	1	10,495.00
MISC EQUIPMENT ...	ESD CARD READERS	21	6,069.00
MISC EQUIPMENT ...	ESD SLIM 2 VALUE ADDER ACCEPTS CREDIT, DEBIT, EBT, APPLE PAY, SAMSUNG PAY, ANDROID PAY) DISPENSES CARDS **REQUIRES ETHERNET RUN TO IT**	1	4,200.00
MISC PARTS SALE	SETUP CARDS	3	150.00
FREIGHT	FREIGHT AND DELIVERY	1	1,900.00
INSTALLATION	INSTALLATION LABOR	1	3,600.00

Thank you for your business!	Subtotal
ESTIMATES ARE GOOD FOR 30 DAYS. ACTUAL LABOR TIME AND FREIGHT COSTS MAY VARY. NEW EQUIPMENT ORDERS OVER \$3000 PAID BY CREDIT CARD WILL HAVE A 3% SERVICE CHARGE APPLIED.	Sales Tax (5.95%)
	Total

Customer Signature



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: Facilities and Modernization

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: **Resolution 2972** : Authorizing the Chief Executive Officer to execute the appropriate documents and agreements with Steve's Pest Control for Pest control services for the Columbia Housing Authority.

Executive Summary

The Columbia Housing Authority (CHA) is currently operating under a month-to-month agreement for pest control services. CHA has historically entered into Pest control services for a term of one (1) year with the option of extending the agreements for up to an additional two (2) years on a year-to-year basis, therefore CHA staff solicited proposals for Pest control services in 2024. CHA's current provider of pest control is Wingate Pest Control who services all of CHA's properties.

Discussion

CHA issued a Request for Proposals (RFP's) for pest control services on Monday, September 16th, 2024. The RFP was advertised on the CHA web site and through the Columbia Daily Tribune. Proposals were due no later than 9 a.m. on Friday, October 18th, 2024.

The following pest control companies submitted proposals:

- Wingate Pest Control
- Steves Pest Control

Selection Process

The proposals submitted were evaluated by CHA personnel. The evaluation included a review and evaluation of all responsive proposals. The proposals were evaluated for adherence to RFP guidelines, cost, and services to be provided.

Scoring

Steves Pest Control- 75/100

Wingate Pest Control-55.5/100

Cost-

Steves Pest Control-\$94,454

Additional cost-

Bed Bug Treatments-\$1,730.00 average.

Roach Cleanouts-\$195.00

Wingate Pest Control-\$74,541

Additional cost-

Bed Bug Treatment- \$1,840.00

Roach Cleanouts- Does not provide



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

Wingate-

- Treatment cost for general pests is lower.
- The firm has not performed to a level as desired by staff under its current contract.
- The firm cannot heat treat bed bugs in Oak and Paquin Tower.

Steves Pest Control-

- General pest treatment costs are higher; however, costs are expected to decrease over the duration of the contract due to more effective treatments.
- Additional equipment to heat treat for bed bugs in Oak and Paquin Towers.
- Additional methods for treatments of roach cleanouts.
- Good reference from the Sedalia Housing Authority.

Due to the additional services and abilities of Steves Pest Control, Staff are recommending a contract for Pest Management be extended to Steves Pest Control.

With approval of the CHA Board of Commissioners, CHA will end its month-to-month Pest Control Services with Wingate Pest Control and enter into a contract with Steves Pest Control effective January 1, 2025.

Recommended Commission Action

Adopt Resolution 2972 authorizing the Chief Executive Officer to execute the appropriate documents and agreements with Steves Pest Control for Pest control services for the Columbia Housing Authority.



Board Resolution

RESOLUTION 2972

To Authorize the Chief Executive Officer to Execute the Appropriate Documents and Agreements with Steves Pest Control for Pest Management Services for the Columbia Housing Authority

WHEREAS, The Columbia Housing Authority requested proposals from qualified Business' to perform Pest Management services for CHA under a one year contract with the option of up-to two additional annual renewals; and

WHEREAS, Two proposals were received, reviewed and evaluated based on adherence to RFP guidelines, cost and services to be provided; and

WHEREAS, The Columbia Housing Authority desires to award a contract to the responsive and responsible business that is most advantageous to the Columbia Housing Authority in providing Pest Management services; and

WHEREAS, After reviewing the proposals for Pest Management services received, CHA staff recommends formally awarding the Pest Management contract to Steves Pest Control to provide the Columbia Housing Authority's Pest Management service for one year with up-to two one year renewal options at Columbia Housing Authority's discretion.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts Resolution 2972 authorizing the Chief Executive Officer to execute the appropriate documents and agreements with Steves Pest Control Pest Management services for the Columbia Housing Authority.

Bob Hutton, Chair

Randall Cole, Secretary

Adopted December 11, 2024

Steve's Pest Control, Inc.

Professional Pest and Termite Elimination Services

190 N. Greenway Drive | Holts Summit, MO 65043 | stevespestcontrol.com

Boonville
(660) 882-0075

Camdenton
(573) 365-9555

Chesterfield
(636) 538-6800

Columbia
(573) 874-2020

Fulton
(573) 642-6300

Hermann
(573) 486-7979

Jefferson City
(573) 896-4868

Kirksville
(660) 730-3232

Lake Ozark
(573) 365-9555

Lebanon
(417) 322-7979

Linn
(573) 897-2766

Macon
(660) 591-1900

Marshall
(660) 831-8900

Mexico
(573) 582-7980

Moberly
(660) 263-7399

Osage Beach
(573) 365-9555

O'Fallon
(636) 339-6262

Rolla
(573) 364-0100

Sedalia
(660) 829-4955

St. Robert
(573) 451-7999

Troy
(636) 235-7200

Warrensburg
(660) 262-7272

Warrenton
(636) 235-7200

Warsaw
(660) 223-7272

Washington
(636) 231-7900

Wentzville
(636) 698-7000

October 25, 2024

Columbia Housing Authority
201 Switzler Sr
Columbia, MO 65201

Justin,

This is a bid proposal/service agreement to provide general pest, German Roach prevention, and rodent control services for all (742) residential apartment units and buildings at Columbia Housing Authority as requested. As requested, a service logbook will be provided to each property complete with service logs, contact information, and MDS for all products applied. All materials used will be odorless (or near odorless), EPA listed/approved, and applied by a licensed professional according to the manufacturer's label.

Service Schedule- we will establish an exact custom service schedule for each individual property based on the number of units on-site as well as the number of buildings on-site. Each location schedule will be provided to CHA prior to us starting service.

Scope of Work

Exterior treatment- of all buildings on a Semi-Annual basis in the months of April and September as requested for the control and elimination of general pests.

- Service includes a thorough exterior treatment focusing on the building's base, 3' radius, and around all building entry points including doors, windows, building penetrations, eaves, overhands, etc.
- Includes exterior insect web and nest removal.
- Exterior Rodent protection included at no additional charge at Paquin and Oak Tower

Interior Treatments – interior treatment of all units will be primarily focused on crack and crevice baiting application for German roach prevention and spraying for general pest. Our experience with other housing authorities has shown that roaches are the primary issue in these units and therefore would be our primary focus while on-site. By providing on-

Now you've got a friend in the pest control business!!

going preventative roach baiting you can drastically reduce the amount of Roach clean outs needed in the future. This is a program we have had great success with at other similar properties. The majority of our efforts for general pest would be focused on the exterior of the building prior to the general pests getting into the structure. General pest and mice are covered with your program and treated at no additional charge. **** Roach Cleanouts are not covered with this service and are done on an as-needed basis at an additional charge (see below)****

Covered Pests under this program include: ants, beetles, box elder bugs, centipedes, clover mites, mice (Interior baiting at request, exterior would be additional fee), millipedes, oriental Roaches, pill bugs, scorpions, spiders, springtails, wasp & bees within 10' of the buildings, Wood Roaches, and all "seasonal invaders". **Pests and services not covered include:** bed bugs, bed bug inspections, bird mites, fleas, flying insects (gnats, mosquitoes, etc.), mice (unless added to our program), German Roaches, Brown Banded Roaches, termites, and nuisance wildlife. *Services will be available if or when needed at an additional charge – see additional services.*

Pricing Breakdown:

Family Sites- (Downtown, Bear Creek, Start Parker, Patriot Place)

- Exterior Treatment per building-\$45 per building/per service (115 buildings)
 - Treated Semi-Annually in April and September for pest prevention
 - Rodent are covered with this program on the interior at request
- Interior Treatment per Unit-\$28 per unit/per service
 - Units treated on a quarterly rotation
 - Includes preventative roach baiting applications on each service

High-rise Building- (Oak Tower and Paquin Tower)

- Exterior Treatment per Building-\$250 per building/per application
 - Treated Semi-Annually in April and September for pest/rodent prevention
 - Exterior rodent prevention included at no additional charge
 - Rodents on the interior are covered with this program as needed/at request
- Interior Treatment per unit-\$28 per unit/per service
 - Units treated on a quarterly rotation
 - Includes preventative roach baiting applications on each service

Option #1 -Annual Price : int/ext pest, rodent, and roach baiting-\$94,454

Option #2- Annual Price- int/ext pest, rodent, and roach baiting and 100 roach clean out services- \$111,954**

(**this includes a 11% savings(\$2,000) on the roach clean out services. These units would be \$175 per unit as opposed to the \$195 per unit a la carte listed below)

Terms of payment include:

- 1) 5% discount for full-service term prepayment by check or ACH
 - 2) 2% discount for full-service term prepayment by credit or debit card
 - 3) Auto payment from ACH, debit, or credit card at the time of service
 - 4) Full payment net 30 days from receipt of invoice
 - 5) Monthly auto draft from ACH, Credit, or credit card
- *a 2.5 convenience fee will apply to process all card transaction for options 3 & 4

Bed Bug Treatment Options:

Option #1- Bed Bug Heat Elimination Treatment- This includes a full chemical application, heat treatment, a 2-week reinspection, and a 30 day warranty following the service so long as the preparation criteria has been met by the tenant. This is our standard and most recommended application. *this service also includes inspection and preventative spraying of the adjoining units the day of service*

1 bedroom Unit- \$1,425

2 bedroom Unit- \$1,650

3 bedroom Unit- \$1,850

4 Bedroom Unit- \$1,995

Option #2 Bed Bug Biological Treatment- this is new application that we have been implementing over the past few months with extremely good success. This service is used when the problem unit is not a good candidate for heat remediation or is in an extremely cluttered condition. This application typically requires an initial service followed by a 30 day follow up, but can require additional applications based on the severity. This is also a warranted service once the service has been fully completed. I'd be happy to get you pricing for this application as well if this is something that interests you.

Additional services are as follows:

- 1) **Pest I.D. / Evaluation:** no charge
- 2) **Bed Bug Inspections:** \$95.00 per apartment – fully refunded if treated.
- 3) **Bird Mites:** Price given at request.
- 4) **Flea Treatment:** \$195.00 for the initial treatment and 2 follow-ups if needed at \$125.00 each followed by a 30-day re-treatment warranty.
- 5) **German or Brown Banded Roach Cleanout -** \$195.00 per unit and up to 2 follow-ups treatments within 30 days of the most recent treatment at \$125.00 per application.
- 6) **Gnat/Fruit Fly Treatment:** \$95.00 per unit – 30-day re-treatment warranty.
- 7) **Exterior Rodent Bait Stations –** price given at request
- 8) **Termite Inspections:** Price given at request.
- 9) **Termite Colony Elimination (with full damage warranty):** Price given at request.
- 10) **Nuisance Wildlife Service:** (birds, animal trapping, mole removal, etc.) price given at request.

Thank you, Justin, for giving myself and Steve's Pest Control the opportunity to bid the Columbia Housing Authority pest service. We sincerely appreciate this opportunity to provide you with not only a quality pest control service, but also a great customer experience. If you have any questions regarding this proposal, please don't hesitate to reach out to me. Thank you!



Carey Wright
Service/technical Advisor
Carey@stevespestcontrol.com
573-544-6941



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: December 11, 2024

Re: Corporate Transparency Act Beneficial Ownership Information (BOI)

Executive Summary

This memo provides a summary of the Corporate Transparency Act Beneficial Ownership Information (BOI) reporting requirements for the Columbia Housing Authority and related legal entities.

Discussion

The Corporate Transparency Act (CTA) is a U.S. law requiring increased transparency in corporate structures to address illicit financial activities and was signed into law on January 1, 2021. The CTA requires corporations, limited liability companies (LLCs), and similar entities to disclose their beneficial owners—those individuals who directly or indirectly own or control the entity. A beneficial owner is defined as someone who owns 25% or more of the entity or exercises substantial control over it and must report Domestic corporations and LLCs formed or registered in the U.S., Foreign entities doing business in the U.S.

Corporate entities must submit information to the Financial Crimes Enforcement Network (FinCEN), a division of the U.S. Department of the Treasury. Reports include information about the name, address, date of birth, and government-issued identification number (like a passport or driver's license) of the beneficial owners. Entities that fail to report beneficial ownership or submit false information face significant penalties. Civil penalties can be as high as \$500 per day, and criminal penalties can result in fines up to \$10,000 and/or imprisonment.

The Corporate Transparency Act includes 23 exemptions for certain entities. These exemptions include:

- **Large Operating Companies:** An entity that qualifies as a large operating company (typically having more than 20 full-time employees, over \$5 million in annual revenue, and a physical office in the U.S.) may be exempt from reporting.
- **Regulated Entities:** Entities that are already regulated by federal or state agencies, such as banks, insurance companies, and certain other financial institutions, are generally exempt from CTA reporting requirements.
- **PHAs and Their Activities:** If a public housing authority (PHA) or the entities it controls are structured in a way that they are governmental or publicly regulated, and they do not operate as private companies, they may be exempt from the CTA's reporting requirements. However, this typically applies to the PHA itself rather than its separately incorporated entities or affiliates, such as those involved in the development of LIHTC properties.



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

CHA staff compiled a list of each of its 22 entities staff felt were potentially required to file Beneficial Ownership Information (BOI). CHA's legal representative staff reviewed and determined the Columbia Housing Authority, the Columbia Community Housing Trust and any single member LLCs owned by CCHT or CHA does not need to file. It was determined that the Limited Partner Entities must file. These entities include:

- Bryant Walkway Housing Development Group, LP
- Bryant Walkway II Housing Development Group, LP
- Kinney Point Housing Development Group, LP
- Mid-Missouri Veterans Housing Development Group, LP
- Oak Towers Housing Development Group, LP
- Park Avenue Housing Development Group, LP
- Providence Walkway Housing Development Group, LP
- Stuart Parker Housing Development Group, LP

On December 3, 2024, the U.S. District Court for the Eastern District of Texas granted a nationwide preliminary injunction that enjoins the federal government from enforcing the Corporate Transparency Act. CHA's legal representative has agreed to complete the required filings, should filings ultimately be required by December 31, 2024. CHA staff will maintain contact with its audit firm and legal representative to ensure proper actions are taken, while knowing that filings ultimately may not be required.

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: December 11, 2024

Re: Patriot Place and Paquin Tower Updates

Executive Summary

This memo provides a summary of CHA staff follow-up and actions taken addressing concerns expressed at the November 6, 2024, CHA Board of Commissioners meeting regarding Patriot Place, as well Paquin Tower updates.

Discussion

Patriot Place

The CHA Director of Affordable Housing Operations, Director of Facilities and Modernization, and Director of Safety met with Truman VA staff during the week of November 21st. Discussions covered communication protocols, organizational roles, safety concerns at Patriot Place, and incidents involving two non-residents who were arrested and trespassed last month.

Actions being taken by CHA staff include:

- Distributing contact information for Safety, Maintenance, and Property Management to Patriot Place residents and VA staff, including posting it in resident kitchens.
- Exploring the use of refrigerator magnets for this information.
- Coordinating with VA staff to establish office space and procedures for CHA residents to submit maintenance work orders directly to CHA.
- Continuing regular on-site visits by CHA Safety staff and coordination with CPD.
- Discussing formal VA staff parking arrangements and lease agreements with VA Maintenance staff. The CEO has also contacted the Truman VA Executive Director to facilitate a formal lease discussion.

Paquin Tower

CHA staff have met with Burrell Behavioral Health, the City of Columbia Parks and Recreation Director, and the Food Bank regarding space use at Paquin Tower. The city plans to vacate its current space by mid-January 2025, allowing CHA to move the Annie Fisher Food Pantry to the ground floor, increasing food accessibility. CHA also intends to partner with Burrell Behavioral Health to reutilize upstairs space, with a draft MOU under review. CHA is reviewing communication from the City regarding long-term maintenance of Paquin Park and authority to enforce additional safety measures. Further updates will be provided as formal agreements are finalized and reviewed by CHA staff and legal representatives.

Recommended Commission Action

Review and consider the report.



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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Department Source: Affordable Housing Development

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: Affordable Housing Development and Compliance Report

Executive Summary

This report provides an update of CHA's Affordable Housing Development activities.

Discussion

Affordable Housing Development

Kinney Point:

- Third and Fourth construction draw meetings occurred 11/7 and 12/5.

Park Avenue:

- Awaiting final approval of the Financing Plan submitted to Washington D.C on 10/25. Upon approval of the Financing Plan, HUD will issue a RAD Conversion Commitment (RCC). Following the issuance of the RCC the closing process will begin. Closing is currently anticipated the first week of February 2025.

Providence Walkway:

- Crockett Engineering continued work on the replat and survey for Providence Walkway and Blind Boone Apartments Developments.
- City of Columbia and CHA staff started work on the Part 58 Environmental Review.
- Rosemann Architects visited on 11/15 to review scope of work and design of the project.
- A request to MHDC was submitted on 11/25 for an extension of the Firm Submission date to 4/15/2025, allowing for the completion of architectural plans and bidding of the construction costs, providing necessary details for an accurate firm submission to MHDC and financing plan to HUD.
- Dominion Due Diligence was onsite on 12/4 to complete a RAD Capital Needs Assessment.

Blind Boone Apartments:

- CHA staff hosted Resident Engagement Meetings on November 7th and November 26th.
 - The November 7th meeting had 7 Providence Walkway or Blind Boone Apartments households in attendance.
 - The November 26th meeting had 2 Providence Walkway or Blind Boone Apartments households, and 9 Community Members in attendance. The meeting was completed in partnership with the Moving Ahead Program Thanksgiving Dinner at the Blind Boone Center.
- The MHDC Funding Announcements Meeting has been scheduled for Wednesday, 12/18.

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: Modernization

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: Modernization Monthly Report

Executive Summary

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

Discussion

Property	Emergency W/O	NON Emergency W/O	Total W/O	Total Labor Hours
AMP 1	0	65	65	191.8
Bear Creek	6	57	63	80.1
Bryant WW	0	36	36	68.49
Bryant WWII	0	27	27	30.79
Oak Towers	4	86	90	103.78
Paquin Tower	0	119	119	439.28
Patriot Place	2	20	22	14.5
Stuart Parker	0	79	79	80.8
Total all Properties	12	489	501	1009.54

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

Maintenance

- Total work orders and labor hours increased due to weather and improvements to tracking hours.

Modernization

- Asphalt patching has been completed at Paquin Tower.
- A new roof is being installed on building 73.1 in Bryant Walkway II.
- 46 Trees planted throughout Bryant Walkway, Bryant Walkway II, Stuart Parker and Bear Creek.
- The RFP for Integrated Pest Management completed with board consideration at 12/11 meeting.

Development Construction

- *Kinney Point*
 - Footings for building pads 7,8,9,10 and 11 started.
 - Site utilities are 85% complete.
 - Concrete curb and paving for first phase I complete and has started for phase II.
 - Construction was delayed approximately 7-10 days due to redesign of rebar for the footings.

- *Park Avenue*
 - Relocation planning is underway.
 - Staff have been meeting with E.M Harris to plan rolling construction phases.

- *Providence Walkway*
 - Staff met with D3G to tour units and gather information for 20-year Capital Needs Assessment.
 - Staff met with Rosemann Architects to start the design and spec book development process.

Recommended Commission Action

Review and consider the report.



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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Department Source: Resident Services

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11th, 2024

Re: Monthly Resident Services Report

Executive Summary

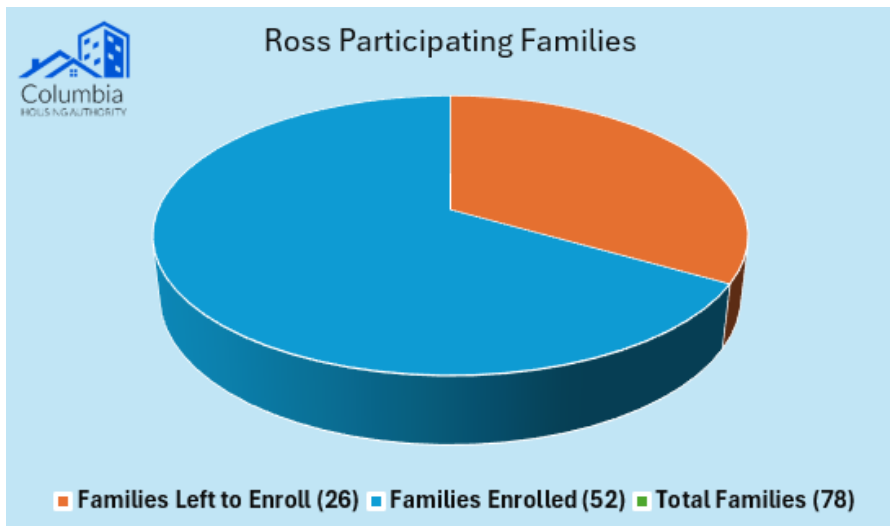
This report summarizes the Resident Services Department’s activities for October 2024.

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 October, the ROSS Coordinator submitted the annual ROSS report to HUD. Also, during October, the FY2024 ROSS grant submission was completed for the upcoming three-year grant cycle.





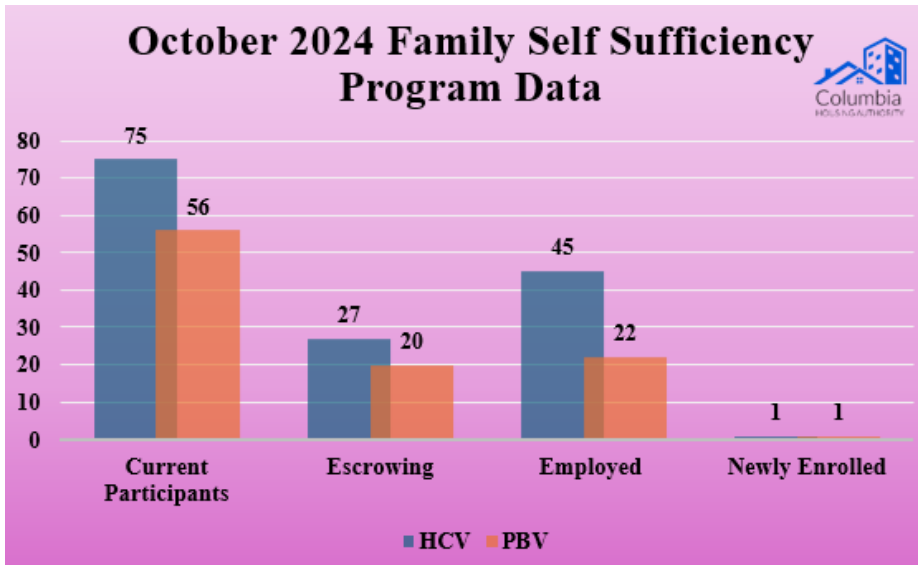
Housing Authority of the City of Columbia, Missouri

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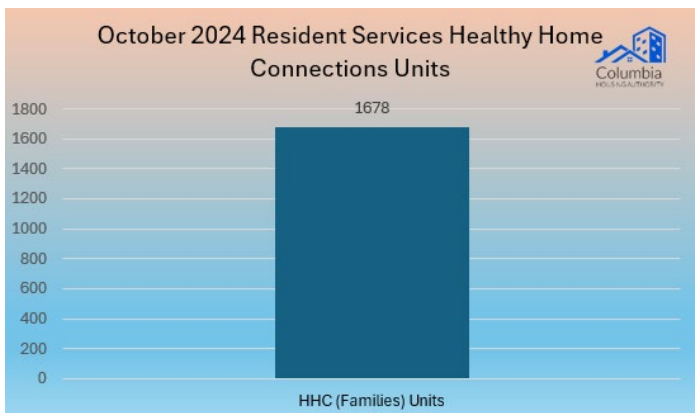
Family Self Sufficiency Program (FSS) – Serving Active FSS Participants from all CHA Housing Programs

Two new program enrollments and one graduation were completed in October. The FSS graduate escrowed over \$17,000 and is utilizing funds for the downpayment on a home! Coordinators worked at Annie Fisher serving residents on the first and last Wednesday of the month. The coordinators also attended the National Compass FSS Conference in Washington D.C.



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

In the month of October, HHC staff held various fall events including meals, pumpkin painting, and a trunk-or-treat. Other CHA staff assisted the HHC team with the trunk-or-treat and the Moving Ahead kids made a special appearance! During October, the team also secured funding from the Horizon Housing Foundation to cover Thanksgiving meals for the families at Stuart Parker and Bryant Walkway. In addition to this funding, the team also began partnering with the University of Missouri Panhellenic Association. The Panhellenic Association raised almost \$800 to be used on basic needs supplies for the families of CHA.





Housing Authority of the City of Columbia, Missouri

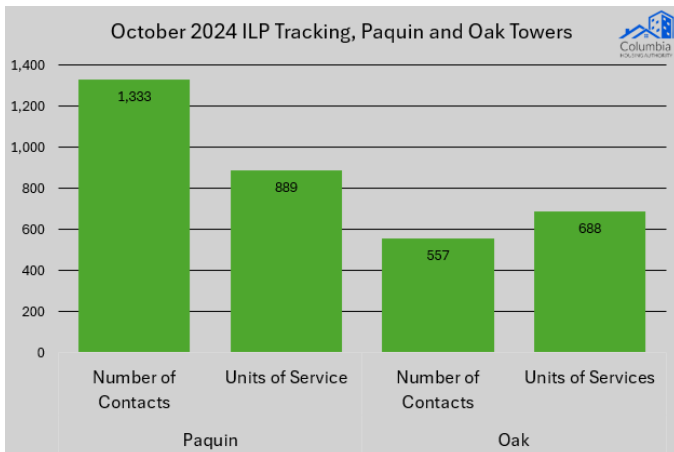
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Independent Living Program (ILP) – Serving 55 & Over and Persons with Disabilities, All sites

The Independent Living Coordinators hosted chili cookoffs at Paquin and Oak Towers in October. The team secured funds through the Horizon Housing Foundation to provide Thanksgiving meals. The coordinators also partnered with the Boone County Health Department and were able to bring nurses on site at each of the towers to provide flu shots for residents.





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Moving Ahead Program (MAP) - Afterschool and Summer Program

During the month of October, the Moving Ahead team hosted a Halloween Bash. The students in the teen center were able to transform the center into a haunted house for the other classrooms and teachers to walk through. Students were able to dress up in costumes for this two-day celebration. The team also began website design for the upcoming Mighty Cause, formerly ComoGives, fundraiser in December!

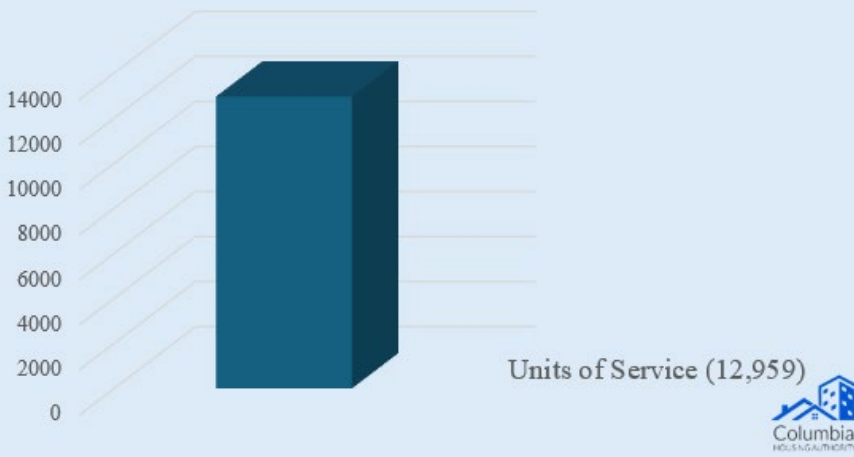


October 2024 MAP Units of Service

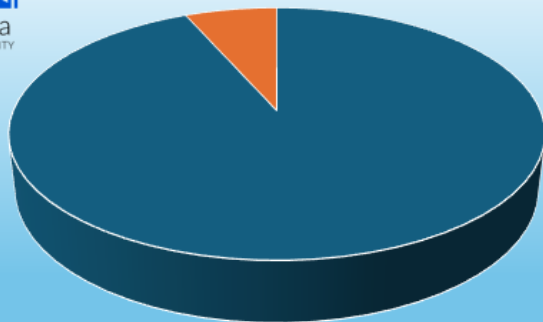


Family Development (159)

October 2024 MAP Units of Service



October 2024 MAP Attendance



■ Total Attendance (1256) ■ Unduplicated Attendance (89)



Housing Authority of the City of Columbia, Missouri

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Recommended Commission Action

Review and consider the report.



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Department Source: Affordable Housing Operations

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 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 October 2024 as well as on-going compliance activities.

Discussion

In October, ten (10) families moved in or transferred units, and eight (8) families moved out or transferred units. Of the eight (8) families that moved out or transferred units, two (2) households transferred units, two (2) households were terminated, one (1) family moved to the private sector, two (2) tenants passed away and one (1) household transferred to another property. Out of 622 LIHTC/PBV units there were seven (7) vacant as of October 31, 2024, which is an overall occupancy rate of 98.90%. This is an increase from 98.20% occupancy on September 30, 2024. Of the seven (7) vacant LIHTC/PBV units, two (2) were vacant over 60 days. As of 10/31/2024 Amp. 1 had forty-one (41) vacant units, which is an occupancy rate of 65.8%. Nine (9) intents to vacate were submitted by participants. Two (2) terminations were issued for reasons other than non-payment.

This report includes on-going compliance reporting previously administered by the Director of Affordable Housing Development and Compliance, as CHA staff are working to align these duties and responsibilities with this department. Reporting submissions have maintained continuity and updates are on the following page 2 and 3 of the report.



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On-going Compliance

Year to date monthly compliance reporting is as follows:

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



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September	BC – FHLB annual certification 9/1 DED Quarterly Report 9/10 MHDC Vacancy Report all LIHTC Prop. 9/10 MHDC VAWA Report all LIHTC Prop. 9/15 Red Stone August Occupancy Report 9/30 MHDC Quarterly Utility Allowance Rep.	Complete Complete Complete Complete Complete Complete
October	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	Complete Complete Complete Complete Complete Complete
November	11/10 MHDC VAWA Report all LIHTC Prop. 11/15 Red Stone Oct. Occupancy Report	Complete Complete
December	12/1 DED Quarterly Report 12/10 MHDC Vacancy Report all LIHTC Prop. 12/10 MHDC VAWA Report all LIHTC Prop. 12/15 Red Stone Nov. Occupancy Report 12/31 MHDC Quarterly Utility Allow. Report 12/31 MHDC Prop. Mgt. Certification	Complete

Recommended Commission Action

Review and consider the monthly report.

Property Management Report for October 2024

Property	Total units	Occupancy for October 31, 2023	Occupancy for October 31, 2024	Occupancy as of 12/2/2024	#Vacant units under 0-60 days as of 10/31/24	#Vacant units over 61 days as of 10/31/24	Move-in October 2024	Move-outs October 2024	Rent unpaid for October 2024	Rents delinquent 31-60	Rents delinquent 61-90	Rents delinquent 90+
Amp 1 - PH	120	80.80%	65.800%	65.80%	4	37	1	3	\$2,213.09	\$2,444.38	\$181.26	\$2,333.31
Bear Creek	76	94.70%	97.40%	98.70%	0	2	1	0	\$11,132.30	\$2,167.64	\$892.47	\$2,076.23
Oak Tower	147	95.90%	98.60%	98.00%	2	0	1	2	\$3,042.50	\$1,273.62	\$0.00	\$1,343.21
Paquin Tower	200	96.00%	99.00%	99.00%	2	0	6	2	\$7,065.50	\$898.61	\$1,246.83	\$1,767.16
Stuart Parker	84	90.50%	98.80%	97.60%	1	0	0	1	\$5,595.08	\$1,550.13	\$974.17	\$13,981.97
BWW	54	94.40%	100.00%	96.30%	0	0	1	0	\$4,853.78	\$1,439.95	\$1,497.02	\$4,076.53
BWWII	36	97.20%	100.00%	97.20%	0	0	0	0	\$2,184.43	\$0.00	\$0.00	\$233.00
Patriot Place	25	88.00%	100.00%	100.00%	0	0	0	0	\$1,428.65	\$697.00	\$234.00	\$0.00

N



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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Department Source: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 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 **02** new HCV lease ups for the month of October. There were **01** attritions for a gain of **01** new participants for the month of October. As of October 31, 2024, CHA had **86** voucher holders searching for homes.

HCV EOP Reasons:

Terminated/ Non-Compliance – **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 October 31, 2024, there are **116** households receiving VASH program assistance - **91** HCV + **25** PBV (Patriot Place). CHA currently has **09** HCV VASH voucher holders searching for homes.

HUD VASH EOP Reasons:

Zero HAP - **1**

Mainstream Vouchers

Mainstream Vouchers are reserved for non-elderly disabled individuals. CHA has been awarded **49** Mainstream Vouchers. As of October 31, 2024, CHA has **40** vouchers leased with **2** voucher holders searching for a home.

Mainstream EOP Reasons:

N/A



Housing Authority of the City of Columbia, Missouri

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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 October 31, 2024, CHA had **76** 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 **01** 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/Non-Compliance - **1**

Emergency Housing Vouchers (EHV) Program

CHA currently has **42** Emergency Housing Vouchers leased and **01** 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 **06** 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

CHA staff also completed a team building activity on November 19, 2024, that included staff completing activities at the Breakout Room. CHA is also pleased to report on the selection of Kendra Jackson as the new Director of Housing Programs.

Recommended Commission Action

Review and consider the report.

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

October 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	\$ 693	\$ 718,848	\$ 92,613	1,038	1,212	6,376	882	156	624	20	103	86%	115%	88%	110%	15	1.4%	13	1.2%	
Jul-24	\$ 3,664,799	\$ 610,800	\$ 210.51	\$ 703	\$ 735,802	\$ 125,002	1,046	1,212	7,422	833	213	837	13	110	86%	120%	87%	111%	9	0.9%	13	1.2%	
Aug-24	\$ 2,928,996	\$ 585,799	\$ 212.80	\$ 698	\$ 734,392	\$ 148,592	1,052	1,212	8,474	786	266	1,104	24	96	87%	125%	87%	113%	7	0.7%	12	1.1%	
Sep-24	\$ 2,194,605	\$ 548,651	\$ 219.44	\$ 697	\$ 735,114	\$ 186,463	1,054	1,212	9,528	698	356	1,460	10	94	87%	134%	87%	115%	9	0.9%	12	1.1%	
Oct-24	\$ 1,459,491	\$ 486,497	\$ 225.26	\$ 705	\$ 748,527	\$ 262,031	1,061	1,212	10,589	504	557	2,017	2	86	88%	154%	87%	119%	1	0.1%	11	1.0%	

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 = 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

October 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	\$ 334	\$ 199,194	\$ 12,629	580	597	3,970	597	(17)	(209)	14	-	97.2%	106.8%	95.0%	103.8%	9	1.6%	7	1.2%	
Aug-24	\$ 920,199	\$ 184,040	\$ 234.43	\$ 338	\$ 202,027	\$ 17,988	584	597	4,554	597	(13)	(222)	12	-	97.8%	109.8%	95.4%	104.5%	2	0.3%	6	1.1%	
Sep-24	\$ 718,171	\$ 179,543	\$ 239.06	\$ 330	\$ 196,724	\$ 17,181	590	597	5,144	597	(7)	(229)	3	-	98.8%	109.6%	95.7%	105.1%	7	1.2%	6	1.1%	
Oct-24	\$ 521,447	\$ 173,816	\$ 243.16	\$ 341	\$ 203,866	\$ 30,050	589	597	5,733	597	(8)	(237)	10	-	98.7%	117.3%	96.0%	106.3%	2	0.3%	6	1.1%	

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

October 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	
Aug-24	\$ 30,877	\$ 7,719	\$ 86.20	\$ 1,395	\$ 6,973	\$ (746)	5	6	(1)	1	
Sep-24	\$ 23,904	\$ 7,968	\$ 86.20	\$ 1,285	\$ 7,708	\$ (260)	6	6	(0)	0	
Jul-24	\$ 16,196	\$ 8,098	\$ 216.60	\$ 1,186	\$ 7,117	\$ (981)	6	7	(1)	0	
					\$ 7,104		6		(2)		
					\$		0				

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.



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: Human Resources

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 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 Specialist
- Maintenance II
- Director of Finance
- Director of Development

December Staff Anniversary's:

- 12/6: Meghan Williams 3yrs

HR Activities:

- 12/10: Jan retirement meeting
- 12/13: Staff Holiday Party
- Misc staff holiday contests
- Finalizing end of year processes with Benefits & COLA increases.

I.T. Activities:

- Upgrading internet at Oak & Paquin Towers.
- Submitting final computer replacements for 2024.
- Working on computer lab set up at Oak, Paquin and MAP, to include 2 new computers at each location for Oak & Paquin.

Recommended Commission Action

Review and consider the report.



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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Department Source: Safety

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: Safety Report

Executive Summary

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

Discussion

Yearly Totals for CHA Safety Report:

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2023	December 2023
Bear Creek	4	8	7	4	4	6	3	4	2	1	1	7
Bryant Walk	3	4	4	4	4	4	4	7	4	6	0	0
Downtown	13	6	5	6	7	2	4	8	4	10	9	9
Oak Towers	10	8	10	9	5	7	8	6	13	7	5	6
Patriot Place	1	4	4	1	6	1	2	1	0	1	5	2
Paquin Towers	21	18	15	15	10	11	18	16	15	8	24	24
Stuart Parker	1	2	0	3	1	2	11	3	4	3	1	1
misc												
Total	53	50	45	48	37	33	50	41	42	36	45	48

CHA Safety most notable reports:

- Disturbances: 2
- Lease Violations 3
- Trespass Warnings: 5 Arrest 2 Patriot Place and Park Ave.
- Check Welfare: 3
- Assaults: 1
- Lock outs: 2

Joint Communications log:

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024	September 2024	October 2024	November 2023	December 2023
Columbia Police Response	106	133	82	94	118	131	227	115	135	162	111	118
Columbia Police Reports	12	13	13	12	14	12	15	15	11	17	5	17
Fire/Ems	85	96	106	110	63	84	84	106	94	131	86	92
Total	203	242	201	216	195	227	326	236	240	293	202	227

Safety Department New Resident Move in:

- 4

Safety Department other activities:

- Annie Fisher Food Pantry hours: 24 hours
 - Jeff Forck: 8 hours
 - Tara Thomason: 10 hours
 - Kevin Keith: 10 hours

- Moving Ahead Program pick up from School hours:
 - Kevin Keith: 30 hours

Recommended Commission Action

Review and consider the report.



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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Department Source: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: Year to date financials through October 31, 2024

Executive Summary

This report includes financial statements for the CHA entities through October 31, 2024.

Discussion

Entity-wide revenues through 10/31/24 are as follows:

- Total Revenues \$15,932,717
- Total Expenditures - \$17,630,530
- Total agency-wide net loss \$(1,697,813)
- Total Net Income from operations before depreciation and amortization - \$58,437

The Capital Fund grant of \$356,484 was drawn in November 2024 and is not reflected in this report. \$320,835.60 will be reflected as AMP 1 operating income in November and \$35,648.40 will be reported as COCC management fee income. This will reduce the net loss dollar-for-dollar.

Most CHA entities and funds maintained positive Excess Operating Revenue over Operating Expenses YTD. Negative Excess Operating Revenue over Operating Expenses impacted the following funds and entities:

Public Housing (\$59,939)

- CHA drew \$356,484 in grant revenue for this account in November, will significantly increase excess operating revenue. The public housing account also maintains over \$1,099,017 reserves as of 11/26/24.

Affordable Housing Development (\$57,777)

- YTD expenses exceeded revenues by \$57,777, however this number was \$57,846 as of June 30th, indicating improved revenues to expenses from June through October 2024. CHA received additional revenue from the Kinney Point project closing in this account in July 2024. The account maintains a balance of \$197,410 as of 11/26/24, a significant increase from its 5/31/24 balance of \$25,327.83. Additional revenues are anticipated in FY 2025, as development milestones are met with Kinney Point and Park Avenue.

Central Office Cost Center (\$140,719)

- Expenses exceeded revenues through June 30th in this account. The November CHA public housing capital fund drawdown will improve this account by \$35,648, as the COCC will be apportioned management fees. The FY 2024 amended budget also included \$40,916 in expenses beyond revenues. The COCC account balance is sufficient at \$282,872.87 as of 11/26/24. Staff will continue to monitor COCC administrative cost allocations.



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LIHTC Properties

- Each of the LIHTC properties experienced a sharp improvement in vacancy loss, as each maintained high occupancy levels through October 31st. This trend is anticipated to continue.
- Oak Towers, Mid-Missouri Veterans (Patriot Place), Bryant Walkway I and Bryant Walkway II each maintain an Excess of Operating Revenue over Operating Expenses, indicating sufficient performance.
- Bear Creek maintains a negative Excess Operating Revenue over Operating Expenses of (\$19,256) and will continue to be monitored. Financial reporting includes \$67,135 in seller financing expenses incurred, however the calculation of cash payment due is determined based upon annual financial performance.
 - Bear Creek maintains an operating account balance of \$57,943 as of 11/26/24, and \$215,200 in its operating reserve. CHA staff are examining the necessity of accessing operating reserves and awaiting 2025 insurance quotes. Expense categories impacting financial performance include:
 - Insurance
 - Utilities
 - Maintenance and Operations Contracts
- Stuart Parker maintains a negative Excess Operating Revenue over Operating Expenses of (\$109,947) and will continue to be monitored. Financial reporting includes \$209,665 in seller financing expenses incurred but not paid, and the calculation of cash payment due is determined based upon annual financial performance.
 - Stuart Parker maintains an operating account balance of \$282,799 as of 11/26/24, and \$496,900 in operating reserves. CHA staff are examining the necessity of accessing operating reserves and awaiting 2025 insurance quotes. Expense categories impacting financial performance include:
 - Insurance
 - Utilities
 - Maintenance – Materials & Other
 - Maintenance and Operations Contracts

Housing Choice Voucher (HCV)

- HCV earned \$1,045,008 in Administrative Fees YTD, and incurred \$1,265,976 in Administrative and Operating Expenses, indicating \$220,968 in expenses from its reserve balance. CHA still maintains \$420,519 in Unrestricted Net Position to cover administrative expenses, as indicated on its October 2024 Voucher Management System (VMS) Report. A review of CHA's Two-Year projections with CHA's HUD Field Office Representative indicates the need to reduce Administrative Fee Expenses by 4th quarter 2025. CHA staff is proactively addressing this by not refilling the Housing Ambassador vacancy and delaying refilling of its intake position until 2nd quarter of 2025, as CHA may not open its waitlist until mid to late 2025 depending upon the federal budget process.

CHALIS

- Resident Services has maintained continued success in maintaining or increasing revenues while managing expenses.
- CHALIS currently maintains a positive net gain of \$4,034 through October 2024.



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Administration

- CHA administrative revenues and expenses continue to be performing well through October 2024.
 - Total YTD Revenue - \$1,430,115, and budget is \$1,277,363.
 - Total YTD Expenses - \$1,369,190, and budget is \$1,346,884.
- CHA Administration accounts maintain improved account balances in November 2024 as compared to 2023 as follows:

Account	November 2023	November 2024
COCC	\$ 306,379	\$282,873
CHA BA-Operating	\$ 7,988	\$123,695
CHA BA-Development	\$ 6,534	\$253,190
CHA BA-Reserve	\$ 56,905	\$251,751
CHA Affordable Housing Dev.	\$ 81,852	\$197,411

Recommended Commission Action

Review and consider the report.

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

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Tenant Rental Revenue	\$ 340,607	\$ 1,872,885	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,186	\$ 12,300	\$ -	\$ -	\$ -	\$ -	\$ 2,253,978	\$ -	\$ 2,253,978
Rental Subsidies		2,009,699	-	-	-	-	-	-	-	-	-	-	-	-	-	2,009,699	(2,009,699)	-
Vacancy Loss	(104,363)	(189,220)	-	-	-	-	-	-	-	-	-	-	-	-	-	(293,583)		(293,583)
Net Rental Revenue	236,244	3,693,364	-	-	-	-	-	-	-	28,186	12,300	-	-	-	-	3,970,094	(2,009,699)	1,960,395
Tenant Revenue - Other	5,836	25,238	-	-	-	-	-	-	-	-	-	-	-	-	-	31,074		31,074
Total Tenant Revenue	242,081	3,718,601	-	-	-	-	-	-	-	28,186	12,300	-	-	-	-	4,001,168	(2,009,699)	1,991,469
HUD PHA Operating Grants	414,567	-	9,153,433	35,324	246,259	421,184	527,707	-	154,181	-	-	-	-	-	-	10,952,654	-	10,952,654
HUD Voucher Admin Fees			1,045,008		23,625	40,024	16,354									1,125,011		1,125,011
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	249,386	249,386	(249,386)	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-		12,000	(12,000)	-
Book Keeping Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	133,050	133,050	(133,050)	-
Total Fee Revenue	414,567	-	10,198,441	35,324	269,884	461,208	544,061	-	154,181	-	-	-	-	-	394,436	12,472,102	(394,436)	12,077,665
Other Government Grants								105,558		805,300						910,858		910,858
Interest Income	55,573	175,521	19,620	977	3,484	3,559	3,093	2,198	-	2,003	39,298	-	18,205	14,322	17,242	355,096	-	355,096
Investment Income														673,121		673,121	(673,121)	-
Fraud Recovery	877		4,460													5,337		5,337
Other Revenue	66,903	144,748	3,241		7,068					80,072	175,000	188,992	50,000	327,777	926	1,044,729	(387,191)	657,538
Gain/Loss on Sale of Capital Assets	669													(46,192)	(19,724)	(65,246)		(65,246)
Total Revenue	\$ 780,670	\$ 4,038,870	\$ 10,225,762	\$ 36,301	\$ 280,436	\$ 464,767	\$ 547,154	\$ 107,756	\$ 154,181	\$ 915,562	\$ 226,598	\$ 188,992	\$ 68,205	\$ 969,029	\$ 392,881	\$ 19,397,165	\$ (3,464,447)	\$ 15,932,717
Administrative Salaries	56,949	241,505	509,643	-	1,119	2,789	9,539	1,370	-	61,342	-	-	74,437	227,997	314,154	1,500,844	-	1,500,844
Auditing Fees	12,239	66,267	43,558	-	-	-	-	-	-	3,496	728	-	-	4,307	7,208	137,801	-	137,801
Management Fee	46,838	223,568	196,560	-	-	5,988	-	-	-	1,250	1,031	-	-	-	-	475,235	(475,235)	-

**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	6,458	60,460	122,850	-	-	3,743	-	-	-	-	-	-	-	-	-	193,510	(133,050)	60,460	
Advertising and Marketing	-	-	4,050	-	-	-	-	-	-	385	-	-	1,990	-	1,668	8,094	-	8,094	
Employee	21,649	68,873	142,855	-	329	313	1,088	154	-	10,001	-	-	24,160	60,452	63,812	393,686	-	393,686	
Office Expenses	20,667	65,061	59,582	-	30	495	1,615	137	3,560	15,378	1	4,356	4,890	13,008	64,609	253,389	-	253,389	
Legal Expense	-	6,807	-	-	-	-	-	-	-	-	-	-	-	-	19,433	26,240	-	26,240	
Training & Travel	5,056	7,255	8,989	2,958	-	-	35	-	450	13,055	-	-	153	100	9,563	47,614	-	47,614	
Other	9,061	22,192	87,335	122	2,110	2,548	3,934	395	88	10,820	134	694	7,232	3,776	12,838	163,279	-	163,279	
Total Operating - Admin.	178,916	761,986	1,175,421	3,080	3,588	15,876	16,211	2,055	4,098	115,727	1,894	5,049	112,863	309,639	493,286	3,199,691	(608,285)	2,591,406	
Asset Management Fee	12,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,000	(12,000)	-	
Salaries	924	77,986	-	-	-	-	-	-	103,782	440,322	-	-	-	-	-	623,014	-	623,014	
Employee Benefit	133	25,902	-	-	-	-	-	-	34,527	86,548	-	-	-	-	-	147,110	-	147,110	
Tenant Services -	216	72,110	1,007	15,233	-	-	-	1,320	-	178,335	-	-	-	-	-	268,220	-	268,220	
Total Tenant Services	1,273	175,997	1,007	15,233	-	-	-	1,320	138,309	705,205	-	-	-	-	-	1,038,343	-	1,038,343	
Water	26,323	158,689	1,085	-	-	-	-	-	-	-	-	-	-	792	362	187,252	-	187,252	
Electricity	26,515	284,168	6,232	-	-	-	-	-	-	-	-	-	-	4,016	2,077	323,009	-	323,009	
Gas	10,665	31,308	970	-	-	-	-	-	-	-	-	-	-	1,713	323	44,979	-	44,979	
Sewer	23,257	109,144	339	-	-	-	-	-	-	-	-	-	-	450	113	133,303	-	133,303	
Total Utilities	86,760	583,310	8,626	-	-	-	-	-	-	-	-	-	-	6,971	2,875	688,543	-	688,543	
Maintenance - Labor	188,039	312,981	-	-	-	-	-	-	-	-	-	-	-	-	-	501,021	-	501,021	
Maintenance - Materials	70,274	234,473	-	-	-	-	-	-	-	1,829	-	1,306	-	206	1,035	309,122	-	309,122	
Maintenance - Contracts	99,741	353,998	8,342	-	-	-	-	-	-	20,703	7,809	-	900	3,930	7,710	503,133	(94,839)	408,294	
Employee Benefits - Maint.	47,811	101,838	-	-	-	-	-	-	-	-	-	-	-	-	-	149,649	-	149,649	
Total Maintenance	405,866	1,003,290	8,342	-	-	-	-	-	-	22,531	7,809	1,306	900	4,135	8,745	1,462,924	(94,839)	1,368,085	
Protective Services - Labor	29,429	9,029	-	-	-	-	-	-	-	-	-	128,752	-	-	-	167,211	-	167,211	
Employee Benefit	8,733	2,679	-	-	-	-	-	-	-	-	-	38,206	-	-	-	49,619	-	49,619	
Total Protective Services	38,162	11,709	-	-	-	-	-	-	-	-	-	166,959	-	-	-	216,829	-	216,829	

**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	60,131	473,556	4,155	-	-	-	-	-	-	3,218	876	-	-	12,705	1,385	556,026	-	556,026
Liability Insurance	7,002	-	6,524	-	-	-	-	-	-	4,181	265	-	-	(180)	-	17,792	-	17,792
Workmen's Compensation	4,518	10,572	8,363	-	17	42	143	21	1,708	7,832	-	2,088	1,243	3,631	4,974	45,152	-	45,152
All Other Insurance	4,338	16,244	-	-	-	-	-	-	-	4,063	-	1,067	331	896	935	27,873	-	27,873
Total Insurance Premiums	75,988	500,372	19,042	-	17	42	143	21	1,708	19,294	1,141	3,155	1,574	17,052	7,294	646,842	-	646,842
Other General Expenses	553	17,544	8,366	-	-	1,221	-	-	-	1,569	500	2,303	2,210	67,865	4,906	107,038	(66,503)	40,535
Compensated Absences	26,824	66,048	45,172	-	-	-	-	-	10,067	28,646	-	10,477	8,434	14,062	16,493	226,223	-	226,223
Payments in Lieu of Taxes	14,358	123,292	-	-	-	-	-	-	-	2,819	1,230	-	-	-	-	141,699	-	141,699
Bad debt - Tenant Rents	(91)	18,905	-	-	-	-	-	-	-	-	-	-	-	-	-	18,814	-	18,814
Total Other Expenses	41,645	225,789	53,538	-	-	1,221	-	-	10,067	33,033	1,730	12,781	10,644	81,927	21,399	493,774	(66,503)	427,271
Interest of Mortgage Payable	-	277,412	-	-	-	-	-	-	-	-	-	1,057	-	271,249	-	549,718	-	549,718
Interest on Notes Payable	-	408,388	-	-	-	-	-	-	-	-	-	-	-	18,635	-	427,023	-	427,023
Amortization of Loan Costs	-	69,842	-	-	-	-	-	-	-	-	-	-	-	-	-	69,842	-	69,842
Total	-	755,642	-	-	-	-	-	-	-	-	-	1,057	-	289,884	-	1,046,583	(673,121)	373,462
Total Operating Expenses	\$ 840,610	\$ 4,018,096	\$ 1,265,976	\$ 18,313	\$ 3,605	\$ 17,139	\$ 16,354	\$ 3,395	\$ 154,181	\$ 895,791	\$ 12,574	\$ 190,306	\$ 125,982	\$ 709,609	\$ 533,600	\$ 8,805,530	\$ (1,454,748)	\$ 7,350,782
Excess of Operating	\$ (59,939)	\$ 20,775	\$ 8,959,786	\$ 17,988	\$ 276,831	\$ 447,628	\$ 530,800	\$ 104,360	\$ -	\$ 19,772	\$ 214,024	\$ (1,314)	\$ (57,777)	\$ 259,420	\$ (140,719)	\$ 10,591,635	\$ (2,009,699)	\$ 8,581,935
Extraordinary Maintenance	1,393	167,297	-	-	-	-	-	-	-	-	-	-	-	-	-	168,691	-	168,691
Housing Assistance Payments	-	-	9,150,244	-	252,360	401,876	527,707	102,163	-	-	-	-	-	-	-	10,434,349	(2,009,699)	8,424,650
Depreciation Expense	144,108	1,479,359	17,961	-	-	-	-	-	-	15,738	2,832	-	-	25,413	997	1,686,407	-	1,686,407
Total Expenses	\$ 986,110	\$ 5,664,752	\$ 10,434,181	\$ 18,313	\$ 255,965	\$ 419,015	\$ 544,061	\$ 105,558	\$ 154,181	\$ 911,529	\$ 15,406	\$ 190,306	\$ 125,982	\$ 735,022	\$ 534,597	\$ 21,094,977	\$ (3,464,447)	\$ 17,630,530
Net Gain (Loss)	\$ (205,440)	\$ (1,625,881)	\$ (208,419)	\$ 17,988	\$ 24,471	\$ 45,752	\$ 3,093	\$ 2,198	\$ -	\$ 4,034	\$ 211,192	\$ (1,314)	\$ (57,777)	\$ 234,007	\$ (141,716)	\$ (1,697,812)	\$ -	\$ (1,697,812)

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	\$ 931,301	\$ 963,414	\$ (32,113)	\$ 9,153,433	\$ 9,634,144	(480,711)	-5%
HUD Admin Fees Earned	104,956	116,723	(11,767)	1,045,008	1,167,227	(122,219)	-10%
Total Fee Revenue	1,036,257	1,080,137	(43,880)	10,198,441	10,801,371	(602,930)	-6%
Investment Income - Unrestricted	1,377	1,667	(290)	19,620	16,667	2,953	18%
Fraud Recovery - HAP	173	100	73	2,230	1,000	1,230	0%
Fraud Recovery - Admin	173	100	73	2,230	1,000	1,230	0%
Other Revenue	-	-	-	3,241	-	3,241	
Total Revenue	\$ 1,037,979	\$ 1,082,004	\$ (44,024)	\$ 10,225,762	\$ 10,820,038	\$ (594,276)	-5%
Administrative Salaries	55,417	53,119	2,299	509,643	531,185	(21,542)	-4%
Auditing Fees	4,586	3,035	1,551	43,558	30,349	13,208	44%
Management Fee	19,860	21,524	(1,664)	196,560	215,240	(18,680)	-9%
Book-keeping Fee	12,413	13,453	(1,040)	122,850	134,525	(11,675)	-9%
Advertising and Marketing	-	42	(42)	4,050	417	3,633	872%
Employee Benefit contributions - Administrative	15,009	12,182	2,828	142,855	121,818	21,038	17%
Office Expenses	4,327	7,651	(3,324)	59,582	76,513	(16,931)	-22%
Training & Travel	2,430	667	1,763	8,989	6,667	2,322	35%
Other Administrative Expenses	13,142	8,469	4,674	87,335	84,687	2,648	3%
Total Operating - Administrative	127,184	120,140	7,044	1,175,421	1,201,399	(25,978)	-2%
Total Tenant Services	24	-	24	1,007	-	1,007	
Total Utilities	725	854	(129)	8,626	8,538	88	1%
Bldg. Maintenance	-	1,301	(1,301)	8,342	13,014	(4,672)	-36%
Insurance Premiums	2,005	1,763	242	19,042	17,628	1,414	8%
Other General Expenses	4,297	539	3,759	53,538	5,386	48,153	894%
Total Operating Expenses	\$ 134,235	\$ 124,597	\$ 9,638	\$ 1,265,976	\$ 1,245,965	\$ 20,011	2%
Excess of Operating Revenue over Operating Expenses	\$ 903,745	\$ 957,407	\$ (53,662)	\$ 8,959,786	\$ 9,574,073	\$ (614,287)	-6%
Homeownership	3,511	3,906	(395)	34,500	39,055	(4,555)	-12%
Portable Housing Assistance Payments	22,205	14,300	7,905	245,308	143,000	102,308	72%
S8 FSS Payments	20,306	12,167	8,139	176,723	121,667	55,056	45%
VASH Housing Assistance Payments	71,258	55,629	15,629	608,294	556,289	52,005	9%
All Other Vouchers Housing Assistance Payments	821,467	877,413	(55,947)	8,085,419	8,774,133	(688,714)	-8%
Total Housing Assistance Payments	938,747	963,414	(24,668)	9,150,244	9,634,144	(483,901)	-5%
Depreciation Expense	1,796	1,796	-	17,961	17,961	-	
Total Expenses	\$ 1,074,777	\$ 1,089,807	\$ (15,030)	\$ 10,434,181	\$ 10,898,070	\$ (463,890)	-4%
Net Gain (Loss)	\$ (36,798)	\$ (7,803)	\$ (28,995)	\$ (208,419)	\$ (78,033)	\$ (130,386)	167%

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 36,027	\$ 34,613	\$ 1,414	\$ 340,607	\$ 346,128	\$ (5,521)	-2%
Vacancy Loss	(13,232)	(3,631)	(9,601)	(104,363)	(36,313)	(68,050)	187%
Net Tenant Rental Revenue	22,795	30,982	(8,187)	236,244	309,816	(73,571)	-24%
Tenant Revenue - Other	406	583	(178)	5,836	5,833	3	0%
Total Tenant Revenue	23,201	31,565	(8,364)	242,081	315,649	(73,568)	-23%
HUD PHA Operating Grants	38,173	42,336	(4,164)	414,567	423,364	(8,798)	-2%
Capital Fund Grants	-	29,634	(29,634)	-	296,340	(296,340)	-100%
Total Grant Revenue	38,173	71,970	(33,798)	414,567	719,704	(305,138)	-42%
Investment Income - Unrestricted	4,916	4,515	401	55,573	45,153	10,420	23%
Fraud Recovery	-	-	-	877	-	877	0%
Other Revenue	7,916	4,579	3,336	66,903	45,794	21,109	46%
Gain or Loss on Sale of Capital Assets	-	-	-	669	-	669	
Total Revenue	\$ 74,205	\$ 112,630	\$ (38,425)	\$ 780,670	\$ 1,126,301	\$ (345,630)	-31%
Administrative Salaries	5,713	5,696	18	56,949	56,958	(9)	0%
Auditing Fees	2,072	1,250	822	12,239	12,500	(261)	-2%
Management Fee	4,406	8,806	(4,400)	46,838	88,063	(41,224)	-47%
Book-keeping Fee	608	810	(203)	6,458	8,100	(1,643)	-20%
Advertising and Marketing	-	-	-	-	-	-	
Employee Benefit contributions - Administrative	2,145	2,009	136	21,649	20,089	1,560	8%
Office Expenses	1,550	1,907	(357)	20,667	19,069	1,598	8%
Legal Expense	-	125	(125)	-	1,250	(1,250)	-100%
Training & Travel	29	625	(596)	5,056	6,250	(1,194)	-19%
Other	3,384	508	2,876	9,061	5,078	3,983	78%
Total Operating - Administrative	19,906	21,736	(1,830)	178,916	217,357	(38,440)	-18%
Asset Management Fee	1,200	1,200	-	12,000	12,000	-	0%
Tenant Services - Salaries	-	240	(240)	924	2,403	(1,479)	-62%
Cares Act - COVID-19 Expenses	-	-	-	-	-	-	
Employee Benefit Contributions - Tenant Services	-	18	(18)	133	184	(51)	-28%
Tenant Services - Other	-	350	(350)	216	3,500	(3,284)	-94%
Total Tenant Services	-	609	(609)	1,273	6,087	(4,814)	-79%

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Water	\$ 2,367	\$ 2,453	\$ (86)	\$ 26,323	\$ 24,526	\$ 1,797	7%
Electricity	3,005	1,677	1,329	26,515	16,767	9,748	58%
Gas	968	1,023	(55)	10,665	10,228	438	4%
Sewer	2,144	2,432	(287)	23,257	24,315	(1,058)	-4%
Total Utilities	8,485	7,584	901	86,760	75,835	10,925	14%
Maintenance - Labor	19,758	20,196	(438)	188,039	201,955	(13,916)	-7%
Maintenance - Materials & Other	12,919	6,284	6,635	70,274	62,836	7,438	12%
Maintenance and Operations Contracts	12,470	10,061	2,409	99,741	100,613	(871)	-1%
Employee Benefit Contributions - Maintenance	4,485	4,332	153	47,811	43,321	4,490	10%
Total Maintenance	49,632	40,872	8,759	405,866	408,724	(2,859)	-1%
Total Protective Services	4,316	4,142	174	38,162	41,422	(3,260)	-8%
Total Insurance Premiums	7,633	7,798	(165)	75,988	77,978	(1,990)	-3%
Other General Expenses	4	-	4	553	-	553	
Compensated Absences	3,663	-	3,663	26,824	-	26,824	
Payments in Lieu of Taxes	1,431	2,340	(909)	14,358	23,400	(9,042)	-39%
Bad debt - Tenant Rents	-	474	(474)	(91)	4,737	(4,828)	-102%
Total Other General Expenses	5,098	2,814	2,284	41,645	28,137	13,508	48%
Interest on Notes Payable	-	1,818	(1,818)	-	18,178	(18,178)	-100%
Total Operating Expenses	\$ 96,269	\$ 88,572	\$ 7,698	\$ 840,610	\$ 885,717	\$ (45,107)	-5%
Excess of Operating Revenue over Operating Expen:	\$ (22,065)	\$ 24,058	\$ (46,123)	\$ (59,939)	\$ 240,584	\$ (300,523)	-125%
Extraordinary Maintenance	-	500	(500)	1,393	5,000	(3,607)	-72%
Depreciation Expense	14,411	13,875	536	144,108	138,750	5,358	4%
Total Expenses	\$ 110,680	\$ 102,947	\$ 7,734	\$ 986,110	\$ 1,029,467	\$ (43,356)	-4%
Net Gain (Loss)	\$ (36,475)	\$ 9,683	\$ (46,159)	\$ (205,440)	\$ 96,834	\$ (302,274)	-312%

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	\$ 10,415	\$ 9,491	\$ 924	\$ 99,417	\$ 94,907	\$ 4,510	5%
Rental Subsidies	7,910	8,139	(229)	79,333	81,385	(2,052)	-3%
Vacancy Loss	(432)	(353)	(79)	(6,565)	(3,527)	(3,038)	86%
Net Rental Revenue	17,893	17,277	616	172,185	172,765	(580)	0%
Tenant Revenue - Other	-	108	(108)	1,139	1,083	56	
Total Tenant Revenue	17,893	17,385	508	173,324	173,848	(525)	0%
Investment Income - Unrestricted	624	583	40	6,580	5,833	747	13%
Other Revenue	154	275	(121)	2,251	2,750	(499)	-18%
Total Revenue	\$ 18,671	\$ 18,243	\$ 427	\$ 182,155	\$ 182,432	\$ (277)	0%
Administrative Salaries	899	864	35	8,878	8,643	235	3%
Auditing Fees	380	315	66	2,663	3,145	(482)	-15%
Property Management Fee	902	883	19	8,620	8,830	(210)	-2%
Asset Management Fees	1,057	1,057	-	12,206	10,568	1,638	15%
Employee Benefit contributions - Administrative	261	243	18	2,767	2,430	337	14%
Office Expenses	520	405	115	3,786	4,053	(267)	-7%
Legal Expense	-	42	(42)	520	417	103	25%
Training & Travel	29	27	2	311	268	42	16%
Other	62	154	(92)	1,745	1,542	203	13%
Total Operating - Administrative	4,110	3,994	117	41,495	39,937	1,558	4%
Total Tenant Services	-	8	(8)	-	83	(83)	-100%
Water	364	369	(5)	3,156	3,690	(534)	-14%
Electricity	1,177	1,037	139	12,846	10,374	2,472	24%
Gas	202	496	(294)	3,332	4,958	(1,626)	-33%
Sewer	239	213	26	2,041	2,128	(87)	-4%
Total Utilities	\$ 1,981	\$ 2,115	\$ (134)	\$ 21,375	\$ 21,150	\$ 225	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	\$ 975	\$ 1,108	\$ (133)	\$ 9,792	\$ 11,082	\$ (1,290)	-12%
Maintenance - Materials & Other	292	704	(412)	10,161	7,042	3,120	44%
Maintenance and Operations Contracts	1,335	2,404	(1,069)	20,749	24,037	(3,288)	-14%
Employee Benefit Contributions - Maintenance	367	383	(16)	3,851	3,825	26	1%
Total Maintenance	2,969	4,599	(1,630)	44,554	45,985	(1,432)	-3%
Total Protective Services	1,324	1,258	66	11,709	12,581	(872)	-7%
Total Insurance Premiums	1,036	1,310	(274)	10,095	13,101	(3,006)	-23%
Other General Expenses	1	-	1	1,080	-	1,080	
Compensated Absences	234	-	234	2,701	-	2,701	
Taxes	503	621	(118)	6,087	6,205	(118)	-2%
Bad debt - Tenant Rents	-	166	(166)	3,170	1,662	1,509	91%
Total Other General Expenses	737	787	(49)	13,039	7,867	5,172	66%
Interest of Mortgage (or Bonds) Payable	674	674	0	6,784	6,738	46	1%
Amortization of Loan Costs	681	681	0	6,807	6,807	0	0%
Total Interest Expense and Amortization Cost	1,355	1,355	0	13,591	13,545	46	0%
Total Operating Expenses	\$ 13,513	\$ 15,425	\$ (1,912)	\$ 155,857	\$ 154,249	\$ 1,609	1%
Excess of Operating Revenue over Operating Expenses	\$ 5,158	\$ 2,818	\$ 2,340	\$ 26,298	\$ 28,183	\$ (1,885)	-7%
Extraordinary Maintenance	-	-	-	5,285	-	5,285	
Depreciation Expense	10,277	10,277	0	102,770	102,770	0	0%
Total Expenses	\$ 23,790	\$ 25,702	\$ (1,912)	\$ 263,912	\$ 257,019	\$ 6,894	3%
Net Gain (Loss)	\$ (5,119)	\$ (7,459)	\$ 2,340	\$ (81,758)	\$ (74,587)	\$ (7,171)	10%

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	\$ 22,449	\$ 18,972	\$ 3,477	\$ 209,667	\$ 189,723	\$ 19,944	11%
Rental Subsidies	29,793	31,269	(1,476)	299,687	312,687	(13,000)	-4%
Vacancy Loss	(1,987)	(1,507)	(480)	(29,067)	(15,073)	(13,994)	93%
Net Rental Revenue	50,255	48,734	1,521	480,287	487,338	(7,050)	-1%
Tenant Revenue - Other	-	1,042	(1,042)	2,167	10,417	(8,250)	-79%
Total Tenant Revenue	50,255	49,775	479	482,454	497,754	(15,300)	-3%
Investment Income - Unrestricted	1,766	1,667	99	18,895	16,667	2,228	13%
Other Revenue	4,063	2,220	1,843	31,260	22,200	9,060	41%
Total Revenue	\$ 56,084	\$ 53,662	\$ 2,422	\$ 532,609	\$ 536,621	\$ (4,012)	-1%
Administrative Salaries	2,697	2,593	104	25,766	25,927	(161)	-1%
Auditing Fees	1,157	956	201	8,097	9,561	(1,464)	-15%
Property Management Fee	2,623	3,120	(497)	25,593	31,198	(5,605)	-18%
Asset Management Fees	1,061	1,052	9	10,698	10,521	177	2%
Advertising and Marketing	-	4	(4)	-	42	(42)	-100%
Employee Benefit contributions - Administrative	782	729	53	8,043	7,291	753	10%
Office Expenses	803	884	(80)	7,795	8,836	(1,040)	-12%
Legal Expense	-	42	(42)	-	417	(417)	-100%
Training & Travel	29	81	(53)	762	814	(52)	-6%
Other	496	146	350	3,343	1,458	1,884	129%
Total Operating - Administrative	9,647	9,606	41	90,097	96,064	(5,967)	-6%
Total Tenant Services	1,471	1,793	(321)	14,731	17,927	(3,197)	-18%
Water	2,624	2,047	578	29,906	20,465	9,441	46%
Electricity	839	737	101	10,833	7,371	3,462	47%
Gas	297	404	(107)	4,783	4,043	741	18%
Sewer	1,921	1,569	352	21,687	15,688	5,998	38%
Total Utilities	\$ 5,681	\$ 4,757	\$ 924	\$ 67,209	\$ 47,567	\$ 19,642	41%

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	\$ 2,932	\$ 3,325	\$ (392)	\$ 29,044	\$ 33,245	\$ (4,201)	-13%
Maintenance - Materials & Other	2,445	2,875	(430)	24,974	28,750	(3,776)	-13%
Maintenance and Operations Contracts	7,063	5,585	1,479	67,738	55,848	11,891	21%
Employee Benefit Contributions - Maintenance	1,100	1,148	(47)	11,508	11,475	33	0%
Total Maintenance	13,542	12,932	610	133,265	129,318	3,947	3%
Total Insurance Premiums	11,308	8,973	2,335	105,221	89,730	15,491	17%
Other General Expenses	101	-	101	551	-	551	
Compensated Absences	564	-	564	5,898	-	5,898	
Property Taxes	1,506	1,857	(351)	18,218	18,570	(352)	-2%
Bad debt - Tenant Rents	-	324	(324)	-	3,238	(3,238)	-100%
Total Other General Expenses	2,171	2,181	(10)	24,668	21,808	2,859	13%
Interest of Mortgage (or Bonds) Payable	3,277	3,418	(141)	32,902	34,182	(1,279)	-4%
Interest on Notes Payable (Seller Financing)	6,714	6,714	0	67,135	67,135	0	0%
Amortization of Loan Costs	1,664	1,664	-	16,638	16,638	-	0%
Total Interest Expense and Amortization Cost	11,654	11,795	(141)	116,675	117,954	(1,279)	-1%
Total Operating Expenses	\$ 55,474	\$ 52,037	\$ 3,437	\$ 551,865	\$ 520,368	\$ 31,497	6%
Excess of Operating Revenue over Operating Expenses	\$ 610	\$ 1,625	\$ (1,015)	\$ (19,256)	\$ 16,253	\$ (35,509)	-218%
Extraordinary Maintenance	-	-	-	30,515	-	30,515	
Depreciation Expense	18,775	18,774	1	187,744	187,744	(0)	0%
Total Expenses	\$ 74,249	\$ 70,811	\$ 3,438	\$ 770,123	\$ 708,112	\$ 62,011	9%
Net Gain (Loss)	\$ (18,165)	\$ (17,149)	\$ (1,016)	\$ (237,514)	\$ (171,491)	\$ (66,023)	38%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 81,178	\$ 81,803	\$ (625)	\$ 824,395	\$ 818,030	\$ 6,365	1%
Rental Subsidies	89,836	89,125	711	885,745	891,250	(5,505)	-1%
Vacancy Loss	(2,652)	(3,846)	1,194	(83,461)	(38,458)	(45,003)	117%
Net Rental Revenue	168,362	167,082	1,280	1,626,679	1,670,822	(44,143)	-3%
Tenant Revenue - Other	560	733	(173)	9,780	7,333	2,446	33%
Total Tenant Revenue	168,922	167,816	1,107	1,636,458	1,678,155	(41,697)	-2%
Investment Income - Unrestricted	9,105	8,917	189	103,036	89,167	13,869	16%
Other Revenue	7,881	7,706	174	77,192	77,062	131	0%
Total Revenue	\$ 185,908	\$ 184,438	\$ 1,470	\$ 1,816,687	\$ 1,844,383	\$ (27,696)	-2%
Administrative Salaries	15,536	9,708	5,827	99,238	97,083	2,155	2%
Auditing Fees	4,322	3,573	750	30,257	35,728	(5,472)	-15%
Property Management Fee	10,608	10,531	77	102,356	105,313	(2,957)	-3%
Asset Management Fees	1,167	1,156	11	11,667	11,558	109	1%
Advertising and Marketing	-	4	(4)	-	42	(42)	-100%
Employee Benefit contributions - Administrative	3,061	2,257	804	26,049	22,573	3,477	15%
Office Expenses	2,216	3,154	(938)	27,799	31,543	(3,745)	-12%
Legal Expense	-	125	(125)	4,345	1,250	3,095	248%
Training & Travel	94	304	(210)	3,360	3,044	315	10%
Other	754	625	129	6,207	6,250	(43)	-1%
Total Operating - Administrative	37,758	31,438	6,320	311,277	314,384	(3,107)	-1%
Total Tenant Services	9,066	9,733	(667)	85,331	97,330	(11,999)	-12%
Water	7,535	6,087	1,449	77,513	60,868	16,646	27%
Electricity	12,381	12,721	(340)	150,918	127,211	23,707	19%
Gas	1,029	1,773	(744)	12,973	17,729	(4,756)	-27%
Sewer	5,145	4,146	1,000	51,827	41,456	10,371	25%
Total Utilities	\$ 26,092	\$ 24,726	\$ 1,365	\$ 293,231	\$ 247,263	\$ 45,968	19%

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	\$ 14,485	\$ 15,832	\$ (1,346)	\$ 137,337	\$ 158,315	\$ (20,978)	-13%
Maintenance - Materials & Other	5,465	10,125	(4,660)	132,725	101,250	31,475	31%
Maintenance and Operations Contracts	15,033	10,454	4,579	130,128	104,542	25,586	24%
Employee Benefit Contributions - Maintenance	5,100	4,655	445	51,868	46,548	5,320	11%
Total Maintenance	40,083	41,066	(983)	452,058	410,655	41,403	10%
Total Insurance Premiums	15,035	24,897	(9,862)	280,896	248,971	31,925	13%
Other General Expenses	342	-	342	8,013	-	8,013	
Compensated Absences	2,784	-	2,784	30,164	-	30,164	
Taxes	3,965	4,892	(926)	47,989	48,915	(926)	-2%
Bad debt - Tenant Rents	-	842	(842)	7,717	8,416	(699)	-8%
Total Other General Expenses	7,092	5,733	1,359	93,883	57,331	36,552	64%
Interest of Mortgage (or Bonds) Payable	16,141	16,141	(0)	177,547	161,407	16,140	10%
Interest on Notes Payable (Seller Financing)	20,967	20,967	0	209,665	209,665	0	0%
Amortization of Loan Costs	2,275	2,274	0	22,746	22,743	2	0%
Total Interest Expense and Amortization Cost	39,382	39,382	0	409,958	393,815	16,143	4%
Total Operating Expenses	\$ 174,507	\$ 176,975	\$ (2,468)	\$ 1,926,633	\$ 1,769,749	\$ 156,884	9%
Excess of Operating Revenue over Operating Expenses	\$ 11,401	\$ 7,463	\$ 3,938	\$ (109,947)	\$ 74,634	\$ (184,581)	-247%
Extraordinary Maintenance	1,311	-	1,311	76,619	-	76,619	
Depreciation Expense	53,396	53,610	(214)	533,956	536,104	(2,148)	0%
Total Expenses	\$ 229,214	\$ 230,585	\$ (1,371)	\$ 2,537,208	\$ 2,305,853	\$ 231,355	10%
Net Gain (Loss)	\$ (43,306)	\$ (46,147)	\$ 2,841	\$ (720,522)	\$ (461,470)	\$ (259,051)	56%

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	\$ 49,166	\$ 49,818	\$ (651)	\$ 509,620	\$ 498,178	\$ 11,442	2%
Rental Subsidies	46,629	45,977	651	448,330	459,772	(11,442)	-2%
Vacancy Loss	(1,184)	(2,395)	1,211	(42,407)	(23,948)	(18,459)	77%
Net Rental Revenue	94,611	93,400	1,211	915,543	934,002	(18,459)	-2%
Tenant Revenue - Other	45	792	(747)	5,612	7,917	(2,305)	-29%
Total Tenant Revenue	94,656	94,192	464	921,155	941,918	(20,764)	-2%
Investment Income - Unrestricted	3,262	2,667	596	34,804	26,667	8,137	31%
Other Revenue	2,843	2,067	776	29,674	20,667	9,007	44%
Total Revenue	\$ 100,761	\$ 98,925	\$ 1,836	\$ 985,633	\$ 989,252	\$ (3,619)	0%
Administrative Salaries	6,425	6,218	207	59,867	62,179	(2,313)	-4%
Auditing Fees	2,237	1,849	388	15,661	18,493	(2,832)	-15%
Property Management Fee	5,773	5,776	(2)	56,876	57,755	(879)	-2%
Asset Management Fees	1,078	1,069	9	10,963	10,693	270	3%
Advertising and Marketing	-	4	(4)	-	42	(42)	-100%
Employee Benefit contributions - Administrative	2,649	1,873	776	23,045	18,730	4,315	23%
Office Expenses	1,420	1,933	(513)	18,084	19,328	(1,243)	-6%
Legal Expense	-	125	(125)	1,862	1,250	612	49%
Training & Travel	65	158	(93)	1,932	1,576	356	23%
Other	582	292	291	7,886	2,917	4,969	170%
Total Operating - Administrative	20,229	19,296	933	196,175	192,962	3,213	2%
Total Tenant Services	6,484	6,845	(362)	59,960	68,454	(8,495)	-12%
Water	2,557	2,044	512	21,405	20,444	961	5%
Electricity	8,988	8,878	110	101,474	88,779	12,695	14%
Gas	1,460	996	464	7,416	9,963	(2,547)	-26%
Sewer	1,653	1,232	421	12,676	12,323	353	3%
Total Utilities	\$ 14,657	\$ 13,151	\$ 1,506	\$ 142,971	\$ 131,508	\$ 11,462	9%

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	\$ 10,633	\$ 9,455	\$ 1,178	\$ 100,459	\$ 94,552	\$ 5,907	6%
Maintenance - Materials & Other	1,257	3,192	(1,935)	38,879	31,917	6,963	22%
Maintenance and Operations Contracts	5,159	10,564	(5,404)	79,089	105,637	(26,549)	-25%
Employee Benefit Contributions - Maintenance	1,753	2,120	(367)	19,210	21,198	(1,988)	-9%
Total Maintenance	18,802	25,330	(6,528)	237,636	253,303	(15,667)	-6%
Property Insurance	2,588	3,391	(803)	21,090	33,910	(12,820)	-38%
Workmen's Compensation	341	290	51	3,238	2,900	338	12%
All Other Insurance	236	214	22	4,732	2,143	2,589	121%
Total Insurance Premiums	3,165	3,895	(731)	29,060	38,953	(9,894)	-25%
Other General Expenses	104	-	104	6,177	-	6,177	
Compensated Absences	1,615	-	1,615	18,788	-	18,788	
Taxes	1,983	2,446	(463)	23,995	24,458	(463)	-2%
Bad debt - Tenant Rents	-	321	(321)	1,626	3,213	(1,587)	-49%
Total Other General Expenses	3,702	2,767	935	50,586	27,670	22,916	83%
Interest of Mortgage (or Bonds) Payable	5,385	5,365	20	54,016	53,653	363	1%
Interest on Notes Payable (Seller Financing)	9,215	9,215	(0)	92,152	92,153	(1)	0%
Amortization of Loan Costs	1,568	1,568	(0)	15,680	15,680	(0)	0%
Total Interest Expense and Amortization Cost	16,168	16,149	20	161,848	161,485	363	
Total Operating Expenses	\$ 83,208	\$ 87,434	\$ (4,226)	\$ 878,235	\$ 874,336	\$ 3,899	0%
Excess of Operating Revenue over Operating Expenses	\$ 17,554	\$ 11,492	\$ 6,062	\$ 107,398	\$ 114,916	\$ (7,518)	-7%
Extraordinary Maintenance	21,924	-	21,924	29,855	-	29,855	
Depreciation Expense	31,139	40,528	(9,389)	311,390	405,280	(93,890)	-23%
Total Expenses	\$ 136,271	\$ 127,962	\$ 8,309	\$ 1,219,479	\$ 1,279,616	\$ (60,136)	-5%
Net Gain (Loss)	\$ (35,509)	\$ (29,036)	\$ (6,473)	\$ (233,847)	\$ (290,364)	\$ 56,517	-19%

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	\$ 13,003	\$ 15,885	\$ (2,882)	\$ 138,842	\$ 158,848	\$ (20,006)	-13%
Rental Subsidies	19,656	16,828	2,828	187,748	168,283	19,465	12%
Vacancy Loss	(217)	(981)	764	(18,446)	(9,814)	(8,632)	88%
Net Rental Revenue	32,442	31,732	710	308,144	317,317	(9,173)	-3%
Tenant Revenue - Other	223	292	(69)	5,019	2,917	2,102	72%
Total Tenant Revenue	32,665	32,023	641	313,163	320,233	(7,070)	-2%
Investment Income - Unrestricted	382	542	(160)	6,742	5,417	1,326	24%
Other Revenue	1,138	75	1,063	4,371	750	3,621	483%
Total Revenue	\$ 34,185	\$ 32,640	\$ 1,545	\$ 324,276	\$ 326,400	\$ (2,124)	-1%
Administrative Salaries	3,398	3,370	28	33,002	33,704	(702)	-2%
Auditing Fees	822	679	143	5,753	6,793	(1,040)	-15%
Property Management Fee	1,960	1,880	79	18,666	18,804	(138)	-1%
Asset Management Fees	746	792	(46)	7,463	7,918	(455)	-6%
Advertising and Marketing	-	4	(4)	-	42	(42)	-100%
Employee Benefit contributions - Administrative	587	473	114	5,735	4,728	1,007	21%
Office Expenses	355	552	(197)	4,516	5,518	(1,001)	-18%
Legal Expense	-	42	(42)	81	417	(336)	-81%
Training & Travel	29	58	(29)	680	579	101	17%
Other	134	92	43	1,905	917	989	108%
Total Operating - Administrative	8,031	7,942	89	77,802	79,420	(1,618)	-2%
Total Tenant Services	920	1,147	(228)	10,151	11,474	(1,323)	-12%
Water	1,541	1,135	406	13,242	11,350	1,892	17%
Electricity	331	356	(25)	5,717	3,563	2,155	60%
Gas	39	203	(164)	1,759	2,027	(268)	-13%
Sewer	1,243	1,015	229	10,807	10,146	661	7%
Total Utilities	\$ 3,155	\$ 2,709	\$ 446	\$ 31,525	\$ 27,085	\$ 4,440	16%

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	\$ 3,356	\$ 3,184	\$ 172	\$ 27,168	\$ 31,840	\$ (4,672)	-15%
Maintenance - Materials & Other	1,500	1,463	38	17,497	14,625	2,872	20%
Maintenance and Operations Contracts	5,366	2,771	2,595	33,551	27,708	5,843	21%
Employee Benefit Contributions - Maintenance	1,178	1,040	138	11,531	10,401	1,130	11%
Total Maintenance	11,400	8,457	2,943	89,747	84,574	5,172	6%
Total Insurance Premiums	5,504	5,175	329	51,948	51,751	197	0%
Other General Expenses	34	-	34	1,034	-	1,034	
Compensated Absences	501	-	501	5,968	-	5,968	
Property Taxes	1,320	1,632	(312)	16,011	16,323	(312)	-2%
Bad debt - Tenant Rents	-	138	(138)	5,290	1,379	3,911	284%
Total Other General Expenses	1,854	1,770	84	28,303	17,703	10,601	60%
Interest of Mortgage (or Bonds) Payable	601	617	(16)	6,163	6,169	(7)	0%
Interest on Notes Payable	1,268	1,268	-	12,679	12,679	-	0%
Amortization of Loan Costs	526	526	0	5,265	5,264	0	0%
Total Interest Expense and Amortization Cost	2,395	2,411	(16)	24,106	24,113	(6)	0%
Total Operating Expenses	\$ 33,259	\$ 29,612	\$ 3,647	\$ 313,582	\$ 296,120	\$ 17,462	6%
Excess of Operating Revenue over Operating Expenses	\$ 926	\$ 3,028	\$ (2,102)	\$ 10,694	\$ 30,280	\$ (19,586)	-65%
Extraordinary Maintenance	-	-	-	8,384	-	8,384	
Depreciation Expense	22,871	24,812	(1,941)	228,710	248,119	(19,409)	-8%
Total Expenses	\$ 56,130	\$ 54,424	\$ 1,706	\$ 550,676	\$ 544,239	\$ 6,437	1%
Net Gain (Loss)	\$ (21,945)	\$ (21,784)	\$ (161)	\$ (226,400)	\$ (217,839)	\$ (8,561)	4%

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	\$ 8,417	\$ 9,619	\$ (1,202)	\$ 90,943	\$ 96,188	\$ (5,244)	-5%
Rental Subsidies	11,563	10,394	1,169	108,857	103,943	4,914	5%
Vacancy Loss	(91)	(600)	509	(9,274)	(6,004)	(3,269)	54%
Net Rental Revenue	19,889	19,413	476	190,526	194,126	(3,599)	-2%
Tenant Revenue - Other	443	100	343	1,521	1,000	521	
Total Tenant Revenue	20,332	19,513	819	192,047	195,126	(3,078)	-2%
Investment Income - Unrestricted	280	417	(137)	5,464	4,167	1,298	31%
Other Revenue	-	42	(42)	-	417	(417)	-100%
Total Revenue	\$ 20,612	\$ 19,971	\$ 641	\$ 197,511	\$ 199,709	\$ (2,198)	-1%
Administrative Salaries	1,490	1,518	(28)	14,755	15,179	(424)	-3%
Auditing Fees	548	453	95	3,835	4,529	(694)	0%
Property Management Fee	1,220	1,173	47	11,457	11,733	(276)	-2%
Asset Management Fees	746	746	-	7,463	7,463	-	0%
Advertising and Marketing	-	4	(4)	-	42	(42)	-100%
Employee Benefit contributions - Administrative	329	270	59	3,234	2,698	535	20%
Office Expenses	193	306	(113)	3,080	3,057	24	1%
Legal Expense	-	42	(42)	-	417	(417)	-100%
Training & Travel	29	39	(10)	211	386	(175)	-45%
Other	60	92	(32)	1,106	917	189	21%
Total Operating - Administrative	4,614	4,642	(28)	45,141	46,420	(1,279)	-3%
Total Tenant Services	552	704	(152)	5,826	7,038	(1,212)	-17%
Water	1,662	1,000	662	13,467	10,002	3,465	35%
Electricity	-	189	(189)	2,381	1,888	493	26%
Gas	4	119	(115)	1,044	1,192	(148)	-12%
Sewer	1,357	836	520	10,108	8,364	1,743	21%
Total Utilities	\$ 3,023	\$ 2,145	\$ 879	\$ 26,999	\$ 21,445	\$ 5,554	26%

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	\$ 1,134	\$ 1,061	\$ 72	\$ 9,182	\$ 10,613	\$ (1,431)	-13%
Maintenance - Materials & Other	326	325	1	10,236	3,250	6,986	215%
Maintenance and Operations Contracts	2,214	2,123	90	22,743	21,235	1,508	7%
Employee Benefit Contributions - Maintenance	397	355	43	3,870	3,548	322	9%
Total Maintenance	4,071	3,865	206	46,031	38,647	7,384	19%
Total Insurance Premiums	2,346	2,588	(242)	23,153	25,883	(2,731)	-11%
Other General Expenses	265	-	265	689	-	689	
Compensated Absences	242	-	242	2,529	-	2,529	
Property Taxes	908	1,120	(212)	10,991	11,203	(211)	-2%
Bad debt - Tenant Rents	-	78	(78)	1,102	783	319	41%
Total Other General Expenses	1,416	1,199	217	15,311	11,985	3,326	28%
Interest on Notes Payable	2,676	2,676	0	26,757	26,757	0	0%
Amortization of Loan Costs	271	271	0	2,708	2,708	0	0%
Total Interest Expense and Amortization Cost	2,946	2,946	0	29,465	29,464	0	0%
Total Operating Expenses	\$ 18,968	\$ 18,088	\$ 880	\$ 191,924	\$ 180,882	\$ 11,042	6%
Excess of Operating Revenue over Operating Expenses	\$ 1,644	\$ 1,883	\$ (239)	\$ 5,587	\$ 18,827	\$ (13,240)	-70%
Extraordinary Maintenance	-	-	-	16,640	-	16,640	
Depreciation Expense	11,479	11,974	(495)	114,788	119,738	(4,949)	-4%
Total Expenses	\$ 30,447	\$ 30,062	\$ 385	\$ 323,352	\$ 300,619	\$ 22,733	8%
Net Gain (Loss)	\$ (9,835)	\$ (10,091)	\$ 256	\$ (125,841)	\$ (100,910)	\$ (24,931)	25%

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	Percent of Variance
Management Fee	\$ -	\$ -	\$ 249,386	\$ 249,386	\$ 303,303	\$ (53,916)	-18%
Asset Management Fee	-	-	12,000	12,000	12,000	-	0%
Book Keeping Fee	-	-	133,050	133,050	146,450	(13,400)	-9%
Fee Revenue	-	-	394,436	394,436	461,753	\$ (67,316)	-15%
Interest Income	5,284	14,322	17,242	36,849	13,861	22,988	166%
Investment Income	12,921	673,121	-	686,042	463,497	222,545	48%
Other Revenue	50,000	327,777	926	378,703	338,253	40,451	12%
Gain or Loss on Sale of Capital Assets	-	(46,192)	(19,724)	(65,916)	-	(65,916)	
Total Revenue	\$ 68,205	\$ 969,029	\$ 392,881	\$ 1,430,115	\$ 1,277,363	\$ 152,752	12%
Administrative Salaries	74,437	227,997	314,154	616,588	672,844	(56,256)	-8%
Auditing Fees	-	4,307	7,208	11,514	14,167	(2,652)	-19%
Advertising and Marketing	1,990	-	1,668	3,658	229	3,429	1496%
Employee Benefits - Admin.	24,160	60,452	63,812	148,424	140,585	7,839	6%
Office Expenses	4,890	13,008	64,609	82,507	88,883	(6,377)	-7%
Legal Expense	-	-	19,433	19,433	2,917	16,517	566%
Training & Travel	153	100	9,563	9,817	30,417	(20,600)	-68%
Other	7,232	3,776	12,838	23,847	20,833	3,014	14%
Total Operating - Administration	112,863	309,639	493,286	915,788	970,875	(55,087)	-6%
Water	-	792	362	1,154	1,042	113	11%
Electricity	-	4,016	2,077	6,094	4,917	1,177	24%
Gas	-	1,713	323	2,036	3,125	(1,089)	-35%
Sewer	-	450	113	563	583	(21)	-4%
Total Utilities	-	6,971	2,875	9,846	9,667	180	2%
Maintenance - Labor	-	-	-	-	-	-	
Maintenance - Materials	-	206	1,035	1,240	5,458	(4,218)	-77%
Maint Contracts, Miscellaneous	-	199	199	397	7,083	(6,686)	-94%
Maint Contracts-Trash Removal	-	957	-	957	1,042	(85)	-8%
Maint Contracts-Heating & Cooling	-	-	-	-	-	-	
Maint Contracts-Snow Removal	-	-	-	-	-	-	
Maint Contracts-Elevators	-	-	-	-	-	-	
Maint Contracts-Landscape & Grounds	900	51	4,848	5,800	6,667	(867)	-13%
Maint Contracts-Unit Turnaround	-	-	-	-	-	-	
Maint Contracts-Electrical	-	-	-	-	-	-	
Maint Contracts-Plumbing	-	60	-	60	-	60	
Maint Contracts-Extermination	-	-	-	-	-	-	
Maint Contracts-Janitorial	-	2,663	2,663	5,326	7,250	(1,924)	-27%
Maintenance Contracts	900	3,930	7,710	12,540	22,042	(9,502)	-43%
Employee Benefits - Maint.	-	-	-	-	-	-	
Total Maintenance	900	4,135	8,745	13,780	27,500	(13,720)	-50%
Total Insurance Premiums	1,574	17,052	7,294	25,920	13,977	11,944	85%
Total Other Expenses	10,644	81,927	21,399	113,971	64,928	49,043	76%
Interest of Bonds Payable	-	271,249	-	271,249	241,187	30,063	12%
Interest on Notes Payable	-	18,635	-	18,635	18,750	(115)	-1%
Total Interest/Amortization	-	289,884	-	289,884	259,937	29,947	12%
Total Operating Expenses	\$ 125,982	\$ 709,609	\$ 533,600	\$ 1,369,190	\$ 1,346,884	\$ 22,307	2%
Excess of Operating Revenue over							
Operating Expenses	\$ (57,777)	\$ 259,420	\$ (140,719)	\$ 60,924	\$ (69,521)	\$ 130,446	-188%
Depreciation Expense	-	25,413	997	26,410	22,705	3,705	16%
Total Expenses	\$ 125,982	\$ 735,022	\$ 534,597	\$ 1,395,601	\$ 1,369,589	\$ 26,012	2%
Net Gain (Loss)	\$ (57,777)	\$ 234,007	\$ (141,716)	\$ 34,514	\$ (92,226)	\$ 126,740	-137%



Housing Authority of the City of Columbia, Missouri

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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: December 11, 2024

Re: Current Events

Executive Summary

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

Discussion

- 10/17: MU Extension Class-Affordable Housing. Randy
- 10/18: United Way Pacesetters Breakfast. Randy, Caitlin
- 10/21-10/22: National FSS Training and Conference. Paula and Stephen
- 10/23: CHA/Food Bank Planning Meeting. Caitlin, Randy
- 11/3: League of Women Voters Presentation. Randy
- 11/4: CMCA Bear Creek Lease meeting. Randy, Justin
- 11/5: Boone County ARPA Update Meeting. Randy, Darcie
- 11/6: CHA Regular Meeting, FY 2025 Budget.
- 11/7: Blind Boone and Providence Walkway Engagement meeting. Darcie, Julia
- 11/13: League of Women Voters presentation. Randy
- 11/15: Roseman Associates Onsite Architectural Planning. Justin, Darcie
- 12/3: Fulson Housing Group onsite meeting. Darcie, Julia, Randy, Justin
- 12/4: Chamber Govt. Affairs meeting. Randy
- 12/11: Civic Appreciation Breakfast. Randy
- 12/13: CHA Staff Holiday Party.
- 12/18: MHDC Meeting. Randy, Darcie, Justin
- 12/19: Boone County Second Chance Leasing Group Meeting. Kendra
- 12/19: HUD Field Office 2-year Tool Meeting. Kendra, El Tonya, Laura, Debbi
- 12/20: Meeting with City Housing and Neighborhood Services Director. Randy

Recommended Commission Action

Review and consider the report.

FY 25 Appropriations

THE WHITE HOUSE HAS PROPOSED its Fiscal Year (FY) 25 HUD budget, and the House of Representatives and the Senate have both released their FY 25 bills and passed them through their respective Appropriations Committees. There is considerable disagreement across the three budgets, with the White House and Senate budgets proposing modest increases while the House budget includes sharp cuts to many core HUD programs.

As with the FY 24 budget cycle, FY 25 appropriations are limited by provisions in the Fiscal Responsibility Act of 2023, which raised the country's debt ceiling but also enacted non-defense discretionary spending caps for the FY 24 and FY 25 budgets. These caps allow for only a small increase in the FY 25 discretionary budget. However, the Senate has appropriated additional emergency funding that allows its FY 25 budget to exceed those caps.

In this challenging appropriations environment, it is crucial that Congress ensure maximum funding for core HUD programs that provide safe, sanitary, and decent housing for low-income families. Rising insurance rates, increasing Tenant

Accounts Receivable (TARs), and higher personnel costs all require greater funding for HAs. Additionally, for the voucher program, rental inflation is nearly at 10 percent year-over-year, requiring much greater appropriations just to renew all existing vouchers.

PHADA urges caution when viewing the figures for HUD accounts because these will change as Congress debates these matters. Neither the House nor the Senate bills have passed their respective chamber, and it is likely that there will be a continuing resolution (CR) if Congress is unable to pass all 12 appropriations bills before September 30, 2023.

Public Housing Operating Fund

The Senate has proposed a modest decrease (2.0 percent) in operating funding relative to FY 24 levels, while the House has proposed a much more dramatic decrease in funding of nearly 7.5 percent. Both figures are inadequate, however, given inflationary pressures, rising insurance rates, challenges to conform with HUD's new NSPIRE standards, and continued high levels of tenant accounts receivable (TARs).

For reference, a recent HUD presentation noted that the total amount of TARs across the public housing portfolio is currently \$570 million, and the Department has previously stated that one-in-five HAs is "severely impacted" by TARs—meaning there was an increase in uncollected rent and a decrease in reserves. The Association continues to push HUD to refrain from penalizing HAs for TARs issues through performance reviews (PHAS).

Capital Fund

The Senate has proposed the same \$3.2 billion in capital fund appropriations as in FY 24 enacted levels, while the House has proposed a nearly 5 percent decrease to the capital fund. These amounts are wholly inadequate for HAs in today's environment of rapid inflation for construction materials, the need to conform to new NSPIRE and Build America Buy America (BABA) standards, and additional mandates related to health and safety (smoke detectors, radon, etc.).

Shortfall Funding

The Senate has proposed more than quadrupling public housing shortfall funding, to \$107 million, over the \$25 million enacted in FY 24. However, the House has only proposed maintaining the same funding as FY 24 enacted levels.

Recently released data indicate that HAs are eligible for over \$600 million in shortfall funding, so even the Senate's relatively higher figure will only cover about 18 percent of shortfall needs.

Section 8 Voucher Renewals

While the Senate has put forth a 12.4 percent increase in funding for voucher renewals, the House has proposed essentially flat funding for HCV contracts. Given that voucher per unit costs (PUCs) are increasing at nearly 10 percent year-over-year, the House bill would essentially result in a 90 percent proration, and many HAs would have to stop issuing vouchers if that funding level were enacted.

Administrative Fees

The Senate has proposed a modest increase (4.0 percent) for voucher administrative fees, while the House THUD bill only provides for flat funding relative to FY 24 enacted levels. PHADA will continue to advocate for increased voucher fees, and we encourage members to share with their Representatives and Senators how crucial admin fees are to running an efficient and successful voucher program.

FY 25 Budget Table for Selected HUD Accounts (IN \$MILLIONS)

	FY 24 ENACTED	FY 25 PHADA RECOMMENDED	FY 25 WHITE HOUSE	FY 25 HOUSE PROPOSED	FY 25 SENATE PROPOSED	% CHANGE FY 24 ENACTED TO SENATE PROPOSED
Total HUD Discretionary	\$70,069		\$72,600	\$64,827	\$78,200	+11.6%
Public Housing Operating Fund	\$5,476	\$5,838	\$5,050	\$5,097	\$5,366	-2.0%
Public Housing Capital Fund	\$3,200	\$5,000	\$3,200	\$3,047	\$3,200	—
Public Housing Shortfall	\$25	\$377	\$178	\$25	\$107	+328%
Voucher Contract Renewals	\$28,491	\$30,617	\$29,251	\$28,500	\$32,035	+12.4%
Voucher Administrative Fees*	\$2,741	\$3,217	\$2,934	\$2,740	\$2,850	+4.0%
Tenant Protection Vouchers	\$337	\$500	\$300	\$300	\$300	-11.0%
Incremental Vouchers	\$45**	\$241	\$241	\$0	\$45**	—
Project Based Rental Assistance	\$16,010	\$16,686	\$16,286	\$16,195	\$16,254	+1.5%
Choice Neighborhoods	\$75	\$150	\$140	\$0	\$100	+33.3%
HOME	\$1,250	\$2,500	\$1,250	\$500	\$1,425	+14.0%
CDBG	\$3,300	\$4,200	\$2,900	\$3,300	\$3,300	—
FSS	\$141	\$200	\$125	\$125	\$146	+3.5%
ROSS	\$40	\$40	\$35	\$35	\$40	—
Jobs-Plus	\$15	\$15	\$15	\$15	\$15	—

*Less fees for special purposes

**\$15 million in incremental HUD-VASH, \$30 million in incremental FUP

Tenant-Protection Vouchers

Both the House and Senate bills include \$300 million for tenant protection vouchers (TPVs), which is an 11 percent reduction over FY 24 enacted funding. Given HUD’s recent efforts to streamline RAD/Section 18 blends, PHADA urges members to advocate for additional TPV funding.

Project-Based Rental Assistance

The House and Senate have both proposed modest increases in PBRA funding. Both chambers believe this funding will allow HUD to renew all existing contracts. As with voucher renewals, the increase in rental costs is also forcing appropriators to increase funding for PBRA contracts.

Incremental Vouchers

While the White House budget included \$241 million to new vouchers, only the Senate has included some funding for incremental vouchers—\$15 million for new Veterans Affairs Supportive Housing (VASH) vouchers, and \$30 million for new Family Unification Vouchers. The House has not proposed any incremental voucher funding.

Other HUD Programs

HOME and CDBG

The House and Senate include flat funding for the Community Development Block Grant (CDBG) program. While the Senate has put forth a 14 percent increase in HOME funding, the House has proposed a 60 percent decrease to \$500 million. Given the importance of HOME to meeting local affordable housing needs, PHADA urges Congress to fully fund this crucial program.

Self-Sufficiency Programs

The House has proposed an 11 and 12.5 percent cut to the Family Self-Sufficiency (FSS) and Resident Opportunities and Self-Sufficiency (ROSS) programs, respectively. Both proposals would revert funding for these programs to FY 23 enacted levels. However, the Senate has put forth a modest increase (3.5 percent) in FSS funding and flat funding for the ROSS program.

Choice Neighborhoods

The House has not proposed any funding to Choice Neighborhoods. The Senate bill appropriates \$100 million, a 33 percent increase relative to FY 24, but a sharp decrease compared to the \$350 million appropriated in FY 23. ■