



# Housing Authority of the City of Columbia, Missouri

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201 Switzler Street, Columbia MO 65203

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

## Open Meeting Notice

### CHA Board of Commissioners Meetings

**Date:** Wednesday, September 17, 2025

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

**Place:** CHA Administration Building, 201 Switzler Columbia, MO 65203

- I. Call to Order/Introductions
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of August 20, 2025, Open Meeting Minutes
- V. Public Comment (Limited to 5 minutes per speaker)

### SPECIAL ITEMS

**CLOSED SESSION PURSUANT TO SECTION 610.021 (3) RSMo. - Pertaining to the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.**

Roll Call Vote to Go Into Closed Session Pursuant to Section 610.021 (3) RSMo. - Pertaining to the hiring, firing, disciplining, or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

### RESOLUTIONS

- VI. **Resolution 2995:** A Resolution to Approving Amendments to the CHA Trespass Policy.

### REPORTS

- VII. **Department Director Reports:** Finance, Affordable Housing Development, Affordable Housing Operations, Facilities and Modernization, Housing Choice Vouchers, Resident Services, Safety and Human Resources.
- VIII. Current Events

### PUBLIC AND COMMISSIONER COMMENT

- VII. Public Comment (Limited to 5 minutes per speaker)
- VIII. Commissioner Comment
- IX. Adjournment

If you wish to participate in the meeting and require specific accommodation or services related to disability, please contact Ms. Julia Jackson, Housing Development Coordinator at (573) 443-2556, extension 7036 or TTY Relay 800.735.2966, at least one working day prior to the meeting. You can contact Ms. Jackson by email at the following address: [jjackson@columbiaha.com](mailto:jjackson@columbiaha.com)

**Media Contact:** Randy Cole, CEO  
Phone: (573) 443-2556  
E-mail: [jjackson@columbiaha.com](mailto:jjackson@columbiaha.com)

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



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## HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING August 20, 2025, BOARD MEETING MINUTES

### I. Call to Order:

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in open session on August 20, 2025, 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 5:32 p.m.

### II. Roll Call:

Present: Bob Hutton, Chair  
Rigel Oliveri, Commissioner  
Steve Calloway, Commissioner  
Steve Smith, Commissioner  
Anthony Allen, Commissioner

CHA Staff: Randy Cole, CEO  
David Steffes, Chief Financial Officer  
Justin Anthony, Director of Facilities and Modernization  
Laura Lewis, Director of Affordable Housing Operations  
Kendra Jackson, Director of Housing Programs  
Caitlin Hammons, Director of Resident Services  
Jeff Forck, Director of Safety  
Irina Williams, HCV Specialist  
Julia Jackson, Housing Development Coordinator

Public: Lacey Burrell, Veterans United Foundation  
Kortney Sebben, Veterans United Foundation  
Ranita Duncan, Rubin Brown (Virtual)  
Tanner Sutton, Rubin Brown (Virtual)  
Brandi Lawyer, Rubin Brown (Virtual)

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

**IV. Approval of the Minutes**

**Approval of July 16, 2025 Open Meeting Minutes:**

Mr. Hutton called for a motion to approve the minutes from the open meeting that occurred on July 16, 2025. A motion was made by Mr. Smith. A second motion was made by Mr. Calloway. All other Commissioners voted “aye” and Mr. Hutton declared the motion approved.

**V. Commissioner Comment**

None.

**VI. Public Comment**

None

**VII. Staff Recognition**

The CEO, Randy Cole, recognized CHA employees Kendra Jackson and Irina Williams for passing and obtaining certification for HCV Specialist Training.

**VIII. Veterans United Predictive Index**

The CEO introduced Lacey Burrell and Kortney Sebben of Veterans United Foundation as the trainers that have been providing training for the Director team. The CEO noted significant progress towards his leadership and organizational culture goals and shared appreciation from the support of VUF. Ms. Burrell and Ms. Sebben presented their progress in working with CHA’s Board since 2022. They discussed improvements observed during this time. They also presented the results of the predictive index assessments of the board members and directors. Board members expressed appreciation and support for the VUF staff efforts.

**IX. Rubin Brown – 2025 Financial Audit and Single Audit Report – Rubin Brown**

Mr. Cole introduced Ms. Duncan, Mr. Sutton, and Ms. Lawyer of Rubin Brown to share their findings of CHA’s FY 2024 audit. They were on site in April, had a draft audit completed in May and a final audit in June. The single audit was completed in July and August. They then complete filings with REAC and federal entities.

They presented a clean audit opinion. One adjustment was made for clarification and was not an error. No findings were in the single audit, which is a good accomplishment.

There is no requirement for year-over-year presentation in the report. The main differences in capital assets and long-term liabilities are from Kinney Point. Mr. Smith asked about the change in handling leases. The audit staff replied that prior to 2022, they did not have to list operating leases on the balance sheet. Now all long-term leases are listed.

Hutton asked about net capital assets. He noted that depreciation increased by \$2,000,000 in one year the audit staff replied that there is approximately the same depreciation each year and it accumulates. As assets complete construction depreciation expense will increase.

The audit staff noted that operating expenses and housing assistance payments increased. The administrative expense increased due to new positions through grant funding. Expenses were negative but offset by depreciation cost which is a non-cash expense.

The audit staff then presented the LIHTC audits. They asked for confirmation of the July 24th close date on Park Ave. Kinney Point will need an audit for December 31, 2025 Mr. Smith asked about tax returns. The audit staff responded CHA is not required as a government subdivision to file taxes, however filing is required for the LIHTC related entities, which are completed by Rubin Brown.

With no further comments, the Rubin Brown audit staff completed their presentation.

## **RESOLUTIONS**

**X. Resolution 2991: To Accept the Audited Financial Statements of the Housing Authority of the City of Columbia, Missouri for Fiscal Year Ending December 31, 2024.**

Mr. Hutton called for a motion to approve Resolution 2991. A motion was made by Mr. Smith. A second motion was made by Mr. Calloway. Upon Roll Call the following vote was recorded.

Yes: Hutton, Oliveri, Calloway, Smith, Allen

**XI. Resolution 2992: To Accept the Audited Financial Statements of the Housing Authority of the City of Columbia, Missouri for Fiscal Year Ending December 31, 2024.**

Mr. Hutton called for a Motion to approve Resolution 2992. A motion was made by Mr. Calloway. A second motion was made by Mr. Allen. Upon roll call the following vote was recorded.

Yes: Hutton, Oliveri, Calloway, Smith, Allen

**XII. Resolution 2993: A Resolution to Amend the Bylaws of the Housing Authority of the City of Columbia, Missouri to incorporate technical revisions regarding quorum, meeting dates and locations, and agenda categories.**

Mr. Cole presented revisions to the bylaws that were initially reviewed at the July 16, 2025, Annual Meeting. Mr. Cole and CHA's counsel identified a few things to clarify while working on grant applications. These items included: move the annual meeting to June in order to align with officer and Commissioner term end dates; formalizing the third Wednesday of the month or another date agreed upon as the official date of the monthly board meeting; defined virtual meetings as those using video, telephone, or speakerphone; formalize the order of business; clarify the definition of a majority for quorum and voting actions; and also update the logo in the header to the new CHA logo.

Mr. Hutton called for a motion to approve Resolution 2993. A motion was made by Ms. Oliveri. A second motion was made by Mr. Smith. Upon roll call the following vote was recorded.

Yes: Hutton, Oliveri, Calloway, Smith, Allen

**XIII. Resolution 2994: Authorizing an agreement with the City of Columbia for cost associated with Patriot Place, water heater replacement.**

Mr. Cole presented an agreement with the City of Columbia for a maximum of \$50,000 for replacement of the water heaters at Patriot Place. Justin Anthony assisted in explaining the project will require new electric to be run and that there will be two 100-gallon heaters that will

circulate through the full building. The extra costs were estimated by Mr. Anthony. Overages in installation costs can be covered by reserves if necessary.

Mr. Hutton called for a motion to approve Resolution 2994. A motion was made by Mr. Smith. A second motion was made by Ms. Oliveri. Upon roll call the following vote was recorded.

Yes: Hutton, Oliveri, Calloway, Smith, Allen.

## **REPORTS**

### **XIV. Department Reports: Finance, Affordable Housing Development, Facilities and Modernization, Public Housing & Affordable Housing Properties, Section 8 Housing Choice Voucher Program, Resident Services, Safety, Human Resources**

#### **Finance**

Mr. Steffes reviewed the report. He noted that LIHTC maintained an above budget position. HCV showed improvements. Public Housing was stable. June saw improvements for both LIHTC and HCV. Bear Creek was stable with improvements at Patriot and Bryant Walkway II. Efforts to reduce insurance costs were coming to fruition, with an expected reimbursement and new escrow analysis at MHDC for Bryant Walkway I and Bryant Walkway II. The finance team has begun the budget process with an August 31 goal for posting of the budgets for AMP1, HCV, COCC. Kinney Point and Park accounts are open.

#### **Affordable Housing Development**

Mr. Cole presented the Affordable Housing Development Report. He explained Kinney Point, buildings 7 through 11 were leased up and that CHA is drawing \$15,000 of lease up reserve into the Kinney Point operating account. Park Avenue closed on July 24<sup>th</sup>. Relocation of the first two blocks is complete. Reclamation has started. There was asbestos in both the floors and the sinks that needed remediation. Providence Walkway Firm Submission was submitted to MHDC on August 15<sup>th</sup>. The survey and plat were approved at the August 18th City Council meeting. Attention is now shifted to RAD Resource. Blind Boone Apartments bids are due on August 25<sup>th</sup>. FIRM Submission is due on August 29<sup>th</sup>. FIRM Submission includes bid prices and the financing package. It leads to a firm commitment from MHDC. CHA will go with Central Bank for financing on Providence Walkway and Blind Boone Apartments. This gave opportunity for a local bank with improved service. Central Bank has also offered a pre-development loan of \$300,000. CHA has worked with Central Bank on 207 Lynn and other projects. CHA anticipates continuing to use first American Title Company in St. Joseph due to their LIHTC experience.

Mr. Callaway asked what Fulson's role is. Mr. Cole responded that they are the driver of bringing together the general contractor, financing, the development team, the investor and MHDC. They will work through the end of the project. Mr. Cole noted that the CHA team is also providing a significant level of staff contributions to moving the project forward. There was further discussion on the role of the developer consultant and the level of services provided, as well as a comparison of the previous developer consultant.

#### **Facilities and Modernization**

Mr. Anthony reviewed the Facilities and Modernization report. There was a substantial increase in air conditioning work orders at over 150 total air conditioning work orders entered. Mr. Anthony engaged a contractor to be able to complete these work orders. They have changed to

one water heater at Patriot Place. This water heater will be redundant for the new electric water heater and heat pump. He then presented an update of the fire units. At Bryant Walkway, the cabinets were delivered today. Flooring and paint are done in the unit. At Elleta, demolition began last Friday due to a delay with insurance. The timeline for completion is the end of November. EM Harris is the contractor. The Park Avenue project was seeing additional attention leading up to work commencing. The fence will be going up tomorrow and next week. The contractor is working on 2 units a day for remediation.

#### **Public Housing & Affordable Housing Operations**

Ms. Lewis reviewed the Public Housing & Affordable Housing report. The department is going through the relocation process for Park Ave. Kinney Point's 1-bedroom units are leased up. For the Kinney Point 2-, 3- and 4-bedroom units, CHA will work through a referral process with community partners.

#### **Section 8 Housing Choice Voucher Program**

Ms. Jackson reviewed the Section 8 Housing Choice Voucher Program report. The HCV department is completing an audit. Members of the department will complete training by Nan McKay next week to be certified as HCV Specialists. The department will be present at Project Homeless Connect July 10.

#### **Safety**

Mr. Forck reviewed the Safety Report. This month was consistent with no surprises, no dramatic changes to Fire, EMS, and Police call volume, and no trespass arrests.

#### **Resident Services**

Ms. Hammons reviewed the Resident Services Report. The summer Moving Ahead Program had a 25% increase in enrollment. They cap enrollment at 75 but exceeded that at 98 youth. Family Self-Sufficiency has three new enrollments.

#### **Human Resources**

Mr. Cole reviewed the Human Resources Report. CHA has initiated using phone screenings to assist in the interview process. HR is conducting a review to make sure staff are covered by the MHAPCI auto policy. Directors are now assisting in the role of completing reference checks on applicants. IT is testing a mobile safety camera. CHA is updating the HUD system contact list. Part time paid sick leave had zero hours utilized, therefore there has been no adverse budgetary impact to date regarding part-time sick leave. The largest potential exposure may be \$5,800, according to projections on sick time leave from the 2024 audit. Mr. Cole recommended updating CHA policy to officially include part time paid sick leave as a permanent benefit. Salaries had an increase in overtime in the first week of August due to additional efforts from Maintenance and Relocation staff on Park Avenue, which was also planned for in the budget.

#### **XV. Current Events**

Mr. Cole reviewed the current events for August and September.

#### **PUBLIC AND COMMISSIONER COMMENT**

#### **XVI. Public Comment**

None.

**XVII. Adjournment**

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Oliveri. Seconded by Mr. Calloway. Mr. Hutton called the meeting adjourned at 7:30 pm.

\_\_\_\_\_  
Bob Hutton, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Randy Cole, Chief Executive Officer

\_\_\_\_\_  
Date

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**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 May 16, 2025, I posted public notice of the May 21, 2025, 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](http://www.ColumbiaHA.com).

\_\_\_\_\_  
Randy Cole, Chief Executive Officer

\_\_\_\_\_  
Date



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Resolution 2995 Approving and Adopting Updates to the CHA Trespass Policy.

## Executive Summary

Resolution 2995 includes approves and adopts updates to the CHA Trespass Policy. A draft of the updates were provided at the CHA Board of Commissioners Annual Meeting held on July 16, 2025. This resolution is for formal adoption of the CHA Trespass Policy.

## Discussion

CHA staff is proposing revisions to the trespass policy to simplify procedures, improve clarity, and standardize enforcement. Over time, the number of individuals on the trespass list has decreased significantly, reflecting more focused and consistent application of the policy. In July 2009, the list included 1,370 individuals; by July 2021, it had declined to 851, and as of July 2023, only 256 individuals remain on the list.

Similar progress has been made with the modified trespass list, which limits access for individuals under specific conditions. While this list included over 100 people in both 2009 and 2021, it is projected to be reduced to just two individuals—a resident and a non-resident—by July 2025. This demonstrates a balanced approach that prioritizes safety while supporting resident rights and engagement.

Currently, the policy outlines numerous categories of criminal activity that may result in trespass or eviction, including assault, adult abuse, stalking, drug-related offenses, prostitution, gambling, harassment, peace disturbances, property crimes, weapons violations, sex offenses, rioting, ethnic intimidation, gang activity, and behaviors threatening the safety of residents or staff. To streamline enforcement, the revised policy will reference the Crime Free Lease Addendum, which consolidates prohibited activities into a standardized framework.

Key changes to the trespass policy include a clarified approach to modified trespass warnings. These warnings will be issued primarily for disputes between residents that do not rise to the level of criminal activity but still disrupt the peaceful enjoyment of others. Examples include harassment, threats, or loud and disruptive behavior.

Modified trespass warnings will remain in effect for three months, after which the Safety Director and the Director of Affordable Housing Operations will jointly review the situation to determine whether the restriction should be lifted or extended pending further action.

The current modified trespass system has proven challenging to enforce due to its complexity. For instance, an individual may be restricted from certain floors or rooms but allowed in others, creating confusion and enforcement difficulties. To improve clarity and effectiveness, the recommendation is to apply modified trespass restrictions property-wide when warranted. For example, a resident might be restricted from all CHA properties except their own apartment and essential areas such as administrative offices, mailboxes, nearby



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parking, laundry facilities, the computer room (when unoccupied by others), and designated smoking areas. Additionally, restrictions such as no loitering in common areas will apply. This streamlined approach will enhance safety while simplifying enforcement and respecting resident rights.

## Recommended Commission Action

Approve Resolution 2995 authorizing updates to the CHA Trespass Policy.



# Housing Authority of the City of Columbia, Missouri

## Board Resolution

### RESOLUTION 2995

#### **A Resolution Approving and Adopting CHA Trespass Policy and Procedures.**

WHEREAS, the Columbia Housing Authority (CHA) is committed to ensuring the safety, security, and peaceful enjoyment of its properties by all residents, staff, and authorized visitors; and

WHEREAS, the CHA recognizes the need for clear, consistent, modern, enforceable policies and procedures regarding unauthorized access, criminal activity, and the issuance of trespass warnings on CHA properties; and

WHEREAS, the CHA Safety Department, in consultation with administrative leadership, and U.S. Department of Housing and Urban Development (HUD) guidance, has developed a comprehensive CHA Trespass Policy and Procedures, effective September 17, 2025, to provide a fair and transparent process for the issuance, appeal, and review of trespass warnings and related actions; and

WHEREAS, the proposed policy outlines definitions, purpose, procedures for trespass warnings and modified warnings, arrest protocols, appeal rights, and review standards, as detailed in the attached document titled "CHA Trespass Policy and Procedures, Effective September 17, 2025"; and

WHEREAS, the proposed CHA Trespass Policy and Procedures were presented to the CHA Resident Advisory Board (RAB) on June 26, 2025, and residents expressed support for the incorporated revisions to the policy and valued the work of the CHA Safety Department in promoting safety and well-being in CHA communities; and

WHEREAS, the draft updates to the CHA Trespass Policy and Procedures were presented to the CHA Board of Commissioners at its Annual Meeting on July 16, 2025, for initial review and discussion; and

WHEREAS, CHA staff are authorized to align related policies and procedures, including those in the lease agreements, the Admissions and Continued Occupancy Policy (ACOP), and the Housing Choice Voucher Administrative Plan, to reflect and support the provisions of the newly adopted Trespass Policy;

WHEREAS, the Board of Commissioners has reviewed the proposed policy and determined that its adoption is in the best interest of CHA residents, staff, and the broader community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts Resolution 2995 approving and adopting the CHA Trespass Policy and Procedures attached hereto.

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Bob Hutton, Chair

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Randall Cole, Secretary

Adopted September 17, 2025



# Housing Authority of the City of Columbia, Missouri

## Safety Department

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## Columbia Housing Authority Safety Department

### CHA TRESPASS POLICY AND PROCEDURES

Effective date: September 17, 2025

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  - F. Trespass Appeal and Removal from the Trespass List
  - G. Trespass List Review
  - H. Procedure for Review

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#### I. Definition

**Trespass:** A person commits the crime of trespass if (s)he knowingly enters unlawfully or knowingly remains unlawfully in a building or inhabitable structure; or upon real property if the property is fenced or otherwise enclosed in a manner designed to exclude intruders; or notice against trespass is given by actual communications to the person of interest; or posting in a manner reasonably likely to come to the attention of the intruders. (Handbook for Law Enforcement Officers)

#### II. Purpose

The purpose of the Trespass List is to develop a listing of people who frequent CHA property and who have been involved in criminal activity on or off CHA property, in the previous five years or longer in the case of Registered Sex Offenders this is to deter criminal activity on CHA property and or to modify the behavior of CHA residents that are causing difficulties with other CHA residents Chapter 13 of the CHA Admissions and Continued Occupancy Policy (ACOP) and Crime-Free Housing Addendum shall be used for clarification / guidance in the issuance of Trespass Warnings.

See the Crime Free Lease Addendum for details.

### III. Procedure

#### A. Trespass Warning

1. *Columbia Housing Authority (CHA) Safety Staff or a Columbia Police Officer* may, when circumstances warrant, issue trespass warnings to individuals at the request of an involved resident, a *Columbia Housing Authority* employee or upon their own initiative.
2. When circumstances warrant, an attempt will be made to identify the person of interest. This is accomplished by verbally requesting name and other identifying information from the person of interest. The person of interest is then verbally advised that they must leave CHA property and to not return. The person of interest will also be advised that should they return to CHA property they will be arrested and prosecuted for the crime of *First-Degree* Trespassing and the person they were visiting or staying with, their lease can be in jeopardy if they return.
3. Whenever possible a Trespass Warning form is filled out. Efforts should be made to give those receiving a Trespass Warning, a copy of the Trespass Warning along with a card listing all CHA properties.
4. CHA Safety Staff should use their Axon Body camera whenever possible. This video should be labeled and stored as evidence.
5. The Trespass Warning form and accompanying detailed ALEIR report will then be forwarded to the *Director of Safety (DOS)* for review, approval or modification and entry onto the CHA Trespass Warning List. Following review by the *DOS*, the incident report and warning form will be placed in the Alpha Files for future reference.
6. Homeless persons or persons without a permanent address shall be issued a Trespass Warning to prevent them from staying overnight or bringing personal possessions onto the property in such a manner as to create a situation where they might establish residency or create a situation of "tenancy in sufferance."

HUD's definition of homeless includes individuals who lack a fixed, regular, and adequate night-time residence. This encompasses those who are living in shelters, transitional housing, or places not meant for human habitation. Additionally, it includes individuals who are at imminent risk of losing their housing and those who are fleeing domestic violence or other life-threatening situations.

The issuance of a trespass warning to Homeless persons or persons without a permanent address is to help protect the lease of CHA Affordable Housing residents who, for a variety of reasons, may not be able to prevent Homeless persons or persons without a permanent address from staying at their residence resulting in a serious lease violation.

- a) Persons who cannot provide documentation for a permanent address are considered homeless and at risk of establishing residency as a tenant in sufferance. Documentation of a permanent address would include a current lease or utility bill in the person's name or similar proof of permanent residency.
- b) CHA Affordable Housing Residents who desire to have visitors who do not have a permanent address should contact the CHA Safety Department at 573-449-1991 prior to the person coming onto CHA property to request written permission to allow the person onto CHA property. Permission will only be granted in limited circumstances.
- c) Persons without a permanent address will also be screened for prior involvement in criminal activity.

**7. Issuing Trespass Warnings for residents that their lease has been terminated or evicted.**

- a) Individuals whose lease has been terminated and voluntarily move out of CHA property may be issued a trespass warning upon termination if it is for a criminal offense that occurred while they were a CHA resident.
- b) Individuals whose lease was terminated for administrative reasons and not a criminal reason, a trespass warning may not be the best option. Waiting to see if the individual returns to CHA property, then determine if a trespass warning is warranted is preferred.
- c) Individuals who have been evicted from CHA property by court decision usually meet the requirements for a trespass warning and a trespass warning should be issued by CHA Safety when they are evicted.
- d) Unless specifically detail in the trespass warning, the person trespassed may go to the administration building to conduct business.

**B. Modified Trespass Warning**

- 1. Modified Trespass Warnings for current CHA residents should be issued as a last resort. This is a major restriction of the residents' freedom, and this decision should be made with careful thought of the residents affected and the peace and wellbeing of the other residents.

2. Modified Trespass warnings should be issued when there are disputes between residents that do not reach the level of arrest/criminal activity and cannot be resolved in any other manner. This activity might include but no limited to, harassing other residents, threatening other residents, any loud or disruptive behavior that disrupts the peaceful enjoyment of others.
3. Modified trespass warnings are administrative only. CHA should not request Columbia Police to investigate a modified trespass violation, unless the violation of the modified trespass warning is criminal in nature. Simply violating the assigned areas, the resident is allowed to go, does not meet the standard for arrest.
4. If a modified trespass warning is issued, it should be for all CHA property except the resident's apartment, admin offices, mailboxes, closest parking spot available, laundry area, computer room if no other resident is in the room, and designated smoking area. No loitering in common areas.
5. Unless specifically detailed in the modified trespass warning, the trespassed person may go to CHA administration building to conduct regular business.
6. Modified trespass warning can be appealed following the same procedures as a trespass warning.
7. Modified trespass warnings are in effect for three months, unless during this time the actions of the resident do not change. During this time period, the Safety Director and the Director of Affordable Housing Operations should review, together, if the modified trespass warning has been effective, or should it remain in effect until termination is completed.

**C. Effects of Trespass Warning**

The giving to a person of a Trespass Warning shall be deemed to be the giving to such person of Legal Notice that he or she is barred and prohibited from entering upon or within any CHA property, to the extent described in such Warning, and any subsequent entry into or upon CHA property in violation of the restrictions set forth in the Trespass Warning shall be deemed to be a Trespass, and shall be reportable to Police and other authorities as such, and shall be so reported as such, and shall subject the person to whom the Notice has been given to legal prosecution for Trespass.

**D. Trespass Arrest**

1. At such time as any CHA Safety Officer observes or is made aware that a person on the Trespass List is on CHA property, the Safety Officer will document and investigate the allegation. Documentation will include the use of video and audio recordings in most instances. When circumstances warrant, the Safety Officer may request a Police Officer be dispatched for a trespass person investigation.

2. *If the suspect leaves prior to the Police Officer's arrival, the Safety Officer may follow the suspect until Police arrive on scene, at a safe distance and in such a manner not to pressure the suspect to place themselves in danger.*
3. Safety Officers must always approach allegations of trespassing cautiously. Fictitious incidents have been reported to the CHA Safety Department alleging trespassing when in fact the caller's intention was to harass the alleged suspect. Reasonableness as to the time of the investigation is also mandated. An investigation that is appropriate at 9:00 PM may not be appropriate at midnight or 1:00 AM. The source of the information, the seriousness of the allegations, the necessity for an immediate investigation and other common-sense factors will determine when a CHA Safety Officer investigates or follow-up with a trespassing investigation.

#### **E. Use of Restraint/Force/Discretion**

Columbia Housing Authority Safety Officers are expected to use common sense and not enter or remain in a dangerous situation that could result in violence. If such a situation occurs, CHA Safety Officers are to immediately withdraw from the situation and request Police respond for assistance. CHA Safety Officers will not use any kind of restraint or physical force to subdue or restrain anyone who attempts to leave. When appropriate, a request may be made of an individual or group of individuals to wait for the Police to arrive; however, their movement should not be restricted in any way. CHA Safety Officers have every right to defend themselves as they withdraw from a bad situation.

If anyone inquires about their right to leave, the CHA Safety Officer will advise them that they are free to leave and inform them that it may be in their best interest to wait for the Police to arrive rather than to be arrested on an outstanding warrant at a later date.

Commissioned Police Officers who are employed by CHA are authorized by CHA to restrain and or arrest when special circumstances occur, and it is in their judgment an arrest is the best course of action.

#### **F. Trespass Appeal and Removal from the Trespass List**

1. Following the issuance of a Trespass Warning, the appellant may request to have his/her name removed from the Trespass List. Information will be provided to the appellant about how this is done.
2. The appellant will be advised to go to the Administration Building at 201 Switzler to pick up the Trespass Warning List Appeal Form (TWLAF).
3. The form (TWLAF) should be completed by the Appellant and returned to the CHA Administration Building. The TWLAF will be date-stamped and forwarded to the DOS for formal review. NOTE: Only the Appellant and/or the Appellant's parent,

if the appellant is a juvenile, may fill out and submit the TWLAF. If the person submitting the TWLAF is not the individual on the form, an attempt will be made to contact the individual listed on the form to ensure they want to be removed from the list, and the information is accurate.

4. The *DOS* issue a written decision within 10 days unless additional investigation is required. The decision of the *DOS* will result in one of the following:
  - a) Trespass Warning continued in effect.
  - b) Trespass Warning modified.
  - c) Trespass Warning discontinued.
5. The appellant will be notified in writing of the *DOS*'s decision. The *DOS* will not discuss the results of the review with the appellant or family members prior to the appellant's receipt of the letter. All communication concerning the *DOS*'s decision will be in written format to prevent misunderstandings in what the *DOS* may or may not have said at a later time.
6. If the trespass suspect is not satisfied with the decision of the *DOS*, the appellant may appeal the decision to the Chief Executive Officer again using the Trespass Warning List Appeal Form (Second Appeal) and the above-described process.
7. The Chief Executive Officer will then review the appeal and will decide to do one of the following:
  - a) Trespass Warning continued in effect.
  - b) Trespass Warning modified.
  - c) Trespass Warning discontinued.
8. One appeal per year for both the *DOS* and the Chief Executive Officer is permitted. The Chief Executive Officer's decision is final.
9. Verbal permission will never be given by the Safety Staff to violate the conditions of the Trespass Warning. The CEO or *DOS* or Acting *DOS* can, when circumstances warrant, make a temporary change in the conditions outlined in the original trespass warning. The new conditions will be in written form and shall include the dates and times of the change and details of the special circumstances. This person will be directed to carry the letter detailing the temporary changes with them and to immediately deliver it to any Police Officer or CHA employee requesting the information. This does not prevent a CHA Safety Officer, a Police Officer or other employee from escorting the individual onto CHA property to obtain personal property or conduct necessary business when appropriate. Employees must remain with the person on the Trespass List while they are on CHA property to prevent arrests for Trespassing.
10. The Trespass List will be maintained by the *Director of Safety*

## **G. Trespass List Review**

1. As general guidelines one, three, and five years are the time periods used to automatically evaluate the possible removal of an individual's name from the Trespass List. There is no automatic date assigned when a person on the Trespass List is removed from the list. All appellants must be able to prove they have a permanent address at the time of appeal.
2. Individuals trespassing and having committed minor infractions, disturbances, verbal threats, etc. will generally have their name removed from the Trespass List one year from the date of the last known incident or relevant arrest as determined by the DOS. (Example: A person is involved in a verbal disturbance and *is* then given a trespass warning. Following the warning, he is arrested for another peace disturbance and then later arrested for phone harassment. The one-year counting period begins again with the date of each subsequent reported violation.)
3. Individuals trespassing and committing more serious violations as detailing in the attached Crime-Free Housing Addendum, such as any misdemeanors, shall generally have their names removed from the Trespass List three years from the date of the last known incident or relevant arrest as determined by the *DOS*.
4. Individuals trespassing and committing crimes such as felonies shall generally have their names removed from the Trespass List five years after the last known incident or relevant arrest as determined by the *DOS*.
5. Included in the Trespass List Excel document will be an assigned review date, at which time the file will be reviewed. This will typically occur during the quarter within which the date of review occurs and not necessarily on the exact listed date.
6. On rare occasions because of the particularly heinous nature of a crime, the *DOS* may determine that the review date be extended beyond the above stated guidelines. Examples of this could include the following: sale of drugs to juveniles, assaults with serious injuries, homicides, sexual assaults, child abuse with significant injuries and possibly other very serious criminal acts.
7. Nothing contained herein shall restrict the Director of Safety or the Chief Executive Officer from reducing the time periods listed or extending the time periods when he/she believes it is appropriate to do so.

## **H. Procedure for Review**

1. Chief Executive Officer or their designee can request a review of any and all Safety files as needed.

2. The Director *of Safety* will be responsible for actual removal of a name from the computerized Trespass List.

Files will be updated by the CHA Safety Director, or their designee.



## Housing Authority of the City of Columbia, Missouri Safety Department

201 Switzler Street, Columbia MO 65203  
Office: (573) 443-2556 ♦ Fax: (573) 443-0051 ♦ TTY: (800) 735-2966 ♦  
www.ColumbiaHA.com

### Columbia Housing Authority Safety Department

## CHA TRESPASS POLICY AND PROCEDURES

Effective date: August 19, 2015

### Table of Contents

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- II. Purpose
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  - G-H. Procedure for Review

### I. Definition

**Trespass:** A person commits the crime of trespass if (s)he knowingly enters unlawfully or knowingly remains unlawfully in a building or inhabitable structure; or upon real property if the property is fenced or otherwise enclosed in a manner designed to exclude intruders; or notice against trespass is given by actual communications to the person of interest; or posting in a manner reasonably likely to come to the attention of the intruders. (Handbook for Law Enforcement Officers)

### II. Purpose

The purpose of the Trespass List is to develop a listing of people who frequent CHA property and who have been involved in ~~the following acts criminal activity~~ on or off CHA property, in the previous five years or longer in the case of Registered Sex Offenders ~~this is to deter criminal activity on CHA property and or to modify the behavior of CHA residents that are causing difficulties with other CHA residents and persons who have been incarcerated after their trespass warning was issued and to deny them legal access to all or a portion of CHA property.~~ Chapter 13 of the CHA Admissions and Continued Occupancy Policy (ACOP) and Crime-Free Housing Addendum shall be used for clarification / guidance in the issuance of Trespass Warnings.

See the Crime Free Lease Addendum for details.

The following is a list of acts, circumstances, or incidents that would result in a person being issued a CHA Trespass Warning:

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- ~~A. Assault/Adult Abuse/Stalking~~
- ~~B. Illegal Drug Possession; Sales of Illegal Drugs; Prostitution; Gambling; other Vice Crimes~~
- ~~C. Harassment~~
- ~~D. Peace Disturbance~~
- ~~E. Property Destruction~~
- ~~F. Larceny/ Burglary/Robbery/Arson~~
- ~~G. Weapons Related Offenses~~
- ~~H. Sex Offenses/Child Molestation/Child Abuse~~
- ~~I. Registered Sex Offenders~~
- ~~J. Rioting/Refusal to Disperse~~
- ~~K. Ethnic Intimidation~~
- ~~L. Other Criminal Acts~~
- ~~M. Unusual Resident/Guest Behavior (that threatens the health and safety of other residents and CHA employees)~~
- ~~N. Gang member~~
- ~~O. Not having a permanent address~~

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### III. Procedure

#### A. **Trespass Warning**

1. *Columbia Housing Authority (CHA) Safety Staff or a Columbia Police Officer may, when circumstances warrant, issue trespass warnings to individuals at the request of an involved resident, a Columbia Housing Authority employee or upon their own initiative.*
- ~~2. Upon receipt of information or a complaint or after direct observations, an investigation by the CHA Safety Staff will occur to determine the facts that may warrant a trespass warning being given.~~
- ~~3.2.~~ When circumstances warrant, an attempt will be made to identify the person of interest. This is accomplished by verbally requesting name and other identifying information from the person of interest. The person of interest is then verbally advised that they must leave CHA property and to not return. The person of interest will also be advised that should they return to CHA property they will be arrested and prosecuted for the crime of *First Degree Trespassing* and the person they were visiting or staying with, their lease can be in jeopardy if they return.
3. Whenever possible a Trespass Warning form is filled out. Efforts should be made to give to those receiving a Trespass Warning, a copy of the Trespass Warning along with a card listing all CHA properties. ~~Obtaining the warned individual's signature on the Trespass Warning is preferred but not required.~~

4. CHA Safety Staff should use their Axon Body camera whenever possible. This video should be labeled and stored as evidence.

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5. Circumstances vary; therefore, the scope of the Trespass Warning may vary. It may be issued for a specific address, a limited number of addresses (such as Oak Towers), or all CHA property. Examples include the following:

a) Two residents arguing or fighting trespass warnings may be given to each resident for the other's residence.

b) Residents on the third floor of Paquin Towers are having problems with a fourth floor Paquin Tower resident who is interfering with their peaceful enjoyment of the premises. The fourth floor resident is given a Trespass Warning for only the third floor of Paquin Tower.

c) A CHA Affordable Housing resident is suspected to be engaging in the distribution of illegal drugs in the neighborhood and in fact has been arrested on charges of drug related criminal activity. A Trespass Warning is given to the resident for all CHA property except their residence, pending other actions by CHA staff.

6.5. The Trespass Warning form and accompanying detailed ALEIR report will then be forwarded to the *Director of Safety (DOS)* for review, approval or modification and entry onto the CHA Trespass Warning List. Following review by the *DOS*, the incident report and warning form will be placed in the Alpha Files for future reference.

6. Homeless persons or persons without a permanent address shall be issued a Trespass Warning in order to prevent them from staying overnight or bringing personal possessions onto the property in such a manner as to create a situation where they might establish residency or create a situation of "tenancy in sufferance."

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7. HUD's definition of homeless includes individual who lack a fixed, regular, and adequate nighttime residence. This encompasses those who are living in shelters, transitional housing, or places not meant for human habitation. Additionally, it includes individuals who are imminent risk of losing their housing and those who are fleeing domestic violence or other life threatening situations.

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The issuance of a trespass warning to Homeless persons or persons without a permanent address is to help protect the lease of CHA Affordable Housing residents who, for a variety of reasons, may not be able to prevent Homeless persons or persons without a permanent address from staying at their residence resulting in a serious lease violation.

- a) Persons who cannot provide documentation of a permanent address are considered homeless and at risk of establishing residency as a tenant in sufferance. Documentation of a permanent address would include a current lease or utility bill in the person's name or similar proof of permanent residency.
- b) CHA Affordable Housing Residents who desire to have visitors who do not have a permanent address should contact the CHA Safety Department at 573-449-1991 prior to the person coming onto CHA property to request written permission to allow the person onto CHA property. Permission will only be granted in limited circumstances.
- c) Persons without a permanent address will also be screened for prior involvement in criminal activity.

7. Issuing Trespass Warnings for residents that their lease has been terminated or evicted.

- a) Individuals whose lease has been terminated and voluntarily move out of CHA property may be issued a trespass warning upon termination if it is for a criminal offense that occurred while they were a CHA resident.
- b) Individuals whose lease was terminated for administrative reason and not criminal, a trespass warning may not be the best option. Waiting to see if the individual returns to CHA property, then determine if a trespass warning is warranted is preferred.
- c) Individuals who have been evicted from CHA property by a court decision usually meet the requirements for a trespass warning and a trespass warning should be issued by CHA Safety when they are evicted.
- d) Unless specifically detail in the trespass warning, the person trespassed may go to the administration building to conduct business.

B. Modified Trespass Warning

- 1. Modified Trespass Warnings for current CHA residents should be issued as a last resort. This is a major restriction of the resident's freedom, and this decision should be made with careful thought of the resident affected and the peace and wellbeing of the other residents.
- 2. Modified Trespass warnings should be issued when there are disputes between residents that do not reach the level of arrest/criminal activity and cannot be resolved in any other manner. This activity might include but no limited to, harassing other residents, threatening other residents, any loud or disruptive behavior that disrupts the peaceful enjoyment of others.

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3. ~~Modified trespass warnings are administrative only. CHA should not request Columbia Police to investigate a modified trespass violation, unless the violation of the modified trespass warning is criminal in nature. Simply violating the assigned areas, the resident is allowed to go, does not meet the standard for arrest.~~

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4. ~~If a modified trespass warning is issued, it should be for all CHA property except the resident's apartment, admin offices, mailboxes, closest parking spot available, laundry area, computer room if no other resident is in the room, and designated smoking area. No loitering in common areas.~~

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5. ~~Unless specifically detailed in the modified trespass warning, the trespassed person may go to CHA administration building to conduct regular business.~~

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6. ~~Modified trespass warning can be appealed following the same procedures as a trespass warning.~~

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7. ~~Modified trespass warnings are in affect for three months, unless during this time the actions of the resident do not change. During this time period, the Safety Director and the Director of Affordable Housing Operations should review, together if the modified trespass warning has been affective, or should it remain in effect until termination is completed.~~

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#### B.C. Effects of Trespass Warning

The giving to a person of a Trespass Warning shall be deemed to be the giving to such person of Legal Notice that he or she is barred and prohibited from entering upon or within any CHA property, to the extent described in such Warning, and any subsequent entry into or upon CHA property in violation of the restrictions set forth in the Trespass Warning shall be deemed to be a Trespass, and shall be reportable to Police and other authorities as such, and shall be so reported as such, and shall subject the person to whom the Notice has been given to legal prosecution for Trespass.

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#### C.D. Trespass Arrest

1. At such time as any CHA Safety Officer observes or is made aware that a person on the Trespass List is on CHA property, the Safety Officer will document and investigate the allegation. Documentation will include the use of video and audio recordings in most instances. When circumstances warrant, the Safety Officer ~~may will~~ request a Police Officer ~~or Peace Officer of the jurisdiction (herein referred to as Police Officer.)~~ be dispatched ~~for a to take a report and arrest the trespass~~ person investigationsuspect.

2. *If the suspect leaves prior to the Police Officer's arrival, the Safety Officer may follow the suspect until Police arrive on scene, at a safe distance and in such a manner not to pressure the suspect to place themselves in danger. ~~If the suspect is not located by Police, the Safety Officer will request a Police report be made detailing the act of trespassing and a Warrant Request be completed.~~*

3. Safety Officers must always approach allegations of trespassing cautiously. Fictitious incidents have been reported to the CHA Safety Department alleging trespassing when in fact the caller's intention was to harass the alleged suspect. Reasonableness as to the time of the investigation is also mandated. An investigation that is appropriate at 9:00 PM may not be appropriate at midnight or 1:00 AM. The source of the information, the seriousness of the allegations, the necessity for an immediate investigation and other ~~common sense~~common-sense factors will determine when a CHA Safety Officer will investigate or follow-up with a trespassing investigation.

#### D.E. Use of Restraint/Force/Discretion

Columbia Housing Authority Safety Officers are expected to use common sense and not ~~enter into~~enter or remain in a dangerous situation that could result in violence. If such a situation occurs, CHA Safety Officers are to immediately withdraw from the situation and request Police respond for assistance. CHA Safety Officers will not use any kind of restraint or physical force to subdue or restrain anyone who attempts to leave. When appropriate, a request may be made of an individual or group of individuals to wait for the Police to arrive; however, their movement should not be restricted in any way. CHA Safety Officers have every right to defend themselves as they withdraw from a bad situation.

If anyone inquires about their right to leave, the CHA Safety Officer will advise them that they are free to leave and inform them that it may be in their best interest to wait for the Police to arrive rather than to be arrested on an outstanding warrant at a later date.

Commissioned Police Officers who are employed by CHA are authorized by CHA to restrain and or arrest when special circumstances occur, and it is in their judgment an arrest is the best course of action.

#### E.F. Trespass Appeal and Removal from the Trespass List

1. Following the issuance of a Trespass Warning, the appellant may request to have his/her name removed from the Trespass List. Information will be provided to the appellant about how this is done.

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2. The appellant will be advised to go to the Administration Building at 201 Switzler to pick up the Trespass Warning List Appeal Form (TWLAF).
3. The form (TWLAF) should be completed by the Appellant and returned to the CHA Administration Building. The TWLAF will be date-stamped and forwarded to the *DOS* for formal review. NOTE: Only the Appellant and/or the Appellant's parent, if the appellant is a juvenile, may fill out and submit the TWLAF. If the person submitting the TWLAF is not the individual on the form, an attempt will be made to contact the individual listed on the form to ensure they want to be removed from the list and the information is accurate.
4. The *DOS* issue a written decision within 10 days unless additional investigation is required. The decision of the *DOS* will result in one of the following:
  - a) Trespass Warning continued in effect.
  - b) Trespass Warning modified.
  - c) Trespass Warning discontinued.
5. The appellant will be notified in writing of the *DOS*'s decision. The *DOS* will not discuss the results of the review with the appellant or family members prior to the appellant's receipt of the letter. All communication concerning the *DOS*'s decision will be in written format to prevent misunderstandings in what the *DOS* may or may not have said at a later time.
6. If the trespass suspect is not satisfied with the decision of the *DOS*, the appellant may appeal the decision to the Chief Executive Officer again using the Trespass Warning List Appeal Form (Second Appeal) and the above described process.
7. The Chief Executive Officer will then review the appeal and will decide to do one of the following:
  - a) Trespass Warning continued in effect.
  - b) Trespass Warning modified.
  - c) Trespass Warning discontinued.
8. One appeal per year to both the *DOS* and the Chief Executive Officer is permitted. The Chief Executive Officer's decision is final.
9. Verbal permission will never be given by the Safety Staff to violate the conditions of the Trespass Warning. The CEO or *DOS* or Acting *DOS* can, when circumstances warrant, make a temporary change in the conditions outlined in the original trespass warning. The new conditions will be in written form and shall include the dates and times of the change and details of the special circumstances. This person will be directed to carry the letter detailing the temporary changes with them and to immediately deliver it to any Police Officer or CHA employee requesting the information. This does not prevent a CHA Safety Officer, a Police Officer or other employee from escorting the individual onto CHA property to

obtain personal property or conduct necessary business when appropriate. Employees must remain with the person on the Trespass List while they are on CHA property to prevent arrests for Trespassing.

10. The Trespass List will be maintained by the *Director of Safety*

~~11. Exceptions:~~

- ~~a) Unless specifically detailed in the Trespass Warning, the appellant may go to the Administration Building to conduct business.~~
- ~~b) Residents on the Trespass List may also go to their Site Manager's office or Resident Services Office unless the Trespass Warning specifically prohibits such action.~~
- ~~c) Residents on the Trespass List may go to their mailbox and the dumpster and CHA laundry facility nearest their apartment.~~
- ~~d) Residents living in either Oak or Paquin Tower may access all the common areas on the first floor and for those at Paquin Tower the ground level as well unless otherwise notified.~~
- ~~e) Any of the above exceptions may be modified depending on the nature of the allegations with the exception of their mailbox's.~~

**F.G. Trespass List Review**

1. As a general guideline one, three, and five years are the time periods used to automatically evaluate the possible removal of an individual's name from the Trespass List. There is no automatic date assigned when a person on the Trespass is removed from the list. All appellants must be able to prove they have a permanent address at the time of appeal.
2. Trespassers having committed minor infractions, disturbances, verbal threats, etc. will generally have their name removed from the Trespass List one year from the date of the last known incident or relevant arrest as determined by the DOS. (Example: A person is involved in a verbal disturbance and *is* then given a trespass warning. Following the warning, he is arrested for another peace disturbance and then later arrested for phone harassment. The one-year counting period begins again with the date of each subsequent reported violation.)
- ~~3.~~ Trespassers committing more serious violations as detailing in the attached Crime-Free Housing Addendum, such as ~~any misdemeanors, assaults, misdemeanor stealing, misdemeanor possession of marijuana, etc.,~~ shall generally have their names removed from the Trespass List three years from the date of the last known incident or relevant arrest as determined by the DOS.
4. Trespassers committing crimes such as felonies ~~y assault, felony drug possession and or sales, burglary, etc.~~ shall generally have their names removed from the Trespass List five years after the last known incident or relevant arrest as determined by the DOS.

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5. Included in the Trespass List Excel document will be an assigned review date, at which time the file will be reviewed. This will typically occur during the quarter within which the date of review occurs and not necessarily on the exact listed date.

~~6. Individuals who violate the trespass warnings by being observed on CHA property and or arrested for same are not eligible to be removed from the list until the time periods listed above are met beginning from the time of the reported trespass or most recent relevant incident.~~

7.6. On rare occasions because of the particularly heinous nature of a crime, the DOS may determine that the review date be extended beyond the above stated guidelines. Examples of this could include the following: sale of drugs to juveniles, assaults with serious injuries, homicides, sexual assaults, child abuse with significant injuries and possibly other very serious criminal acts.

8.7. Nothing contained herein shall restrict the Director of Safety or the Chief Executive Officer from reducing the time periods listed or extending the time periods when he/she believes it is appropriate to do so.

#### G.H. Procedure for Review

~~1. Alpha Files will be requested from the Executive Assistant on a regular basis, typically quarterly.~~

~~2. A review form will be stapled to the left side of the appellant's folder.~~

~~3. A review of the file will take place and a determination made that will include one of the following:~~

- ~~a) Trespass Warning Continued~~
- ~~b) Trespass Warning Modified~~
- ~~c) Trespass Warning Discontinued~~

1. Chief Executive Officer or their designee can request a review of any and all Safety files as needed.

4.2. The Director ~~Department~~ of Safety will be responsible for actual removal of a name from the computerized Trespass List.

5.3. Files will be updated, by the CHA Safety ~~Department~~ Director, or their designee.

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# 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](http://www.ColumbiaHA.com)

Department Source: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Year to date financials through July 31, 2025

## Executive Summary

This report includes financial statements for the CHA entities for the first seven months of FY 2025 January 1, 2025 through July 31, 2025.

## Discussion

### **Financial Report Summary**

*Year-to-Date (YTD) through July 31, 2025*

#### **Key Financial Highlights:**

- **Total Revenues:** \$12,329,811
- **Total Expenditures:** \$12,870,182
- **Net Loss (Including Depreciation and Amortization):** (\$540,371)
- **Net Income (Before Depreciation, Amortization):** \$673,516

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 Projects**

- Total net gain/loss was (\$145,308). Occupancy is running significantly lower due to planned RAD conversion and renovation efforts. Capital Funds for operations have not been drawn yet. Transfers from AMP 1 Reserve have been used to cover operations.

#### **Affordable Housing Development**

- Total net gain/loss was (\$8,883). Developer fees of \$100,000 were received in July with the closing of Park Ave. resulting in significant progress toward this metric.

#### **CHA Central Office**

- Total net gain/loss was (\$49,638). Capital Fund management fees have not yet been drawn.



# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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## LIHTC Properties

LIHTC properties are performing sufficiently in terms of revenues and expenses. Stuart Parker and Bear Creek are performing well; however, insurance continues to impact Bryant Walkway, BWWII Patriot Place and Oak Towers. Bear Creek received an \$86,384.40 insurance reimbursement check in April for the fire unit repairs needed. Related expenditures have not taken place yet. CHA staff continue to monitor expenses on all LIHTC properties monthly. A summary of LIHTC property performance is as follows:

Property	Revenue Variance Under Budget	Expense Variance Over Budget	Operating Revenue Over Operating Expense-Variance
Stuart Parker	Investment Income - Unrestricted: (18,339)	Total Utilities: 25,076 Maintenance – Labor: 10,783 Insurance: 18,604	(\$17,198)
Bear Creek	*	Insurance: 3,987	\$124,124 \$37,740 w/o ins check
Oak	Investment Income – Unrestricted: (5,698)	Legal: \$2,011 Total Utilities: \$14,200 Total Maintenance: 21,644 Insurance: \$44,968	(\$56,439)
MMV (Patriot)	*	Office Expense: \$1,810 Maint. Materials & Other: \$2,275 Insurance: \$11,306	(\$10,585)
BWW	*	Water: \$3,523 Maint. Oper. Contracts: \$10,279 Insurance: \$38,695	(\$67,168)
BWWII	*	Total Utilities: 7,013 Insurance: \$15,969	(\$15,140)

## Housing Choice Voucher (HCV)

- The HCV fund improved its net gain/loss by 32% to (\$24,136) in July. This is a result of HUD calculating Housing Assistance Payments (HAP) based on previous months' costs, while CHA has been experiencing increases as it moves forward.
- CHA has no current plans to open its waitlist within the next 6 months due to high voucher utilization rates, increasing costs, and decreasing attrition rates.

## Administration

- Total YTD Revenue - \$1,218,912, and budget is \$1,198,540.
- Total YTD Expenses - \$1,036,395, and budget is \$1,127,783.



# Housing Authority of the City of Columbia, Missouri

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## Recommended Commission Action

Review and consider the report.



## Housing Authority of the City of Columbia, Missouri

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201 Switzler Street, Columbia MO 65203

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

# MONTHLY FINANCIAL STATEMENTS

*(unaudited)*

## July 31, 2025

Fiscal Year End  
December 2025  
Month 7 of 12

as submitted by:

David Steffes, Chief Financial Officer  
Housing Authority of the City of Columbia, MO

Columbia Housing Authority																				
Entity Wide Revenue and Expense Summary																				
	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communtty Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total		
Tenant Rental Revenue	\$ 286,383	\$ 1,362,310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,799	\$ 8,610	\$ -	\$ -	\$ -	\$ -	\$ 1,680,103	\$ -	\$ 1,680,103		
Rental Subsidies		1,491,869	-	-	-	-	-	-	-	-	-	-	-	-	-	1,491,869	(1,491,869)	-		
Vacancy Loss	(115,163)	(123,282)	-	-	-	-	-	-	-	-	-	-	-	-	-	(238,445)		(238,445)		
Net Rental Revenue	171,221	2,730,897	-	-	-	-	-	-	-	22,799	8,610	-	-	-	-	2,933,527	(1,491,869)	1,441,658		
Tenant Revenue - Other	2,376	23,875	-	-	-	-	-	-	-	-	-	-	-	-	-	26,252		26,252		
Total Tenant Revenue	173,597	2,754,772	-	-	-	-	-	-	-	22,799	8,610	-	-	-	-	2,959,779	(1,491,869)	1,467,910		
HUD PHA Operating Grants	255,560	-	7,059,831	2,395	193,300	259,153	110,633	-	134,937	-	-	-	-	-	-	8,015,810	-	8,015,810		
HUD Voucher Admin Fees	-	-	774,903	-	16,291	23,415	1,263	-	-	-	-	-	-	-	-	815,872	-	815,872		
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	176,485	176,485	(176,485)	-		
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,400	(8,400)	-		
Book Keeping Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	94,545	94,545	(94,545)	-		
Total Fee Revenue	255,560	-	7,836,234	2,395	209,591	282,568	111,896	-	134,937	-	-	-	-	-	279,430	9,112,612	(279,430)	8,833,182		
Other Government Grants	-	-	-	-	-	-	-	35,418	-	562,197	-	-	-	-	-	597,615	-	597,615		
Interest Income	29,908	101,669	11,784	700	2,846	2,495	661	494	-	1,517	8,528	-	18,229	10,886	7,591	197,309	-	197,309		
Investment Income	-	-	-	-	-	-	-	-	-	-	-	-	-	455,209	-	455,209	(455,209)	-		
Fraud Recovery	-	-	11,569	-	-	-	-	-	-	-	-	-	-	-	-	11,569	-	11,569		
Other Revenue	49,820	718,232	-	-	55	-	-	-	-	20,678	52,520	195,161	100,666	323,259	1,000	1,461,391	(282,879)	1,178,512		
Gain/Loss on Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-	11,923	-	-	22,642	-	34,565	-	34,565		
Total Revenue	\$ 508,885	\$ 3,574,673	\$ 7,859,587	\$ 3,095	\$ 212,492	\$ 285,063	\$ 112,558	\$ 35,912	\$ 134,937	\$ 607,192	\$ 81,582	\$ 195,161	\$ 118,895	\$ 811,996	\$ 288,021	\$ 14,830,049	\$ (2,509,387)	\$ 12,320,662		
Administrative Salaries	57,056	161,309	331,056	-	1,689	1,498	1,048	275	-	41,218	-	-	60,820	177,197	190,813	1,023,979	-	1,023,979		
Auditing Fees	3,035	50,950	29,250	-	-	-	-	-	-	2,475	549	-	-	2,662	5,779	94,700	-	94,700		
Management Fee	31,645	167,401	141,276	-	-	3,564	-	-	-	875	511	-	-	-	-	345,273	(345,273)	-		
LIHTC Asset Mgmt	4,020	42,323	88,298	-	-	2,228	-	-	-	-	-	-	-	-	-	136,868	(94,545)	42,323		

Columbia Housing Authority Entity Wide Revenue and Expense Summary																		
	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communtiy Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Advertising and Marketing	-	-	-	-	-	-	-	-	-	32	-	-	-	1,809	-	1,841	-	1,841
Employee	18,897	48,434	91,203	-	483	168	165	31	-	7,060	-	-	14,627	43,732	45,316	270,117	-	270,117
Office Expenses	11,644	44,797	31,978	-	25	361	95	43	1,218	12,407	42	132	2,098	10,989	46,876	162,704	-	162,704
Legal Expense	909	8,566	-	-	-	-	-	-	-	-	-	-	-	-	17,256	26,730	-	26,730
Training & Travel	-	6,000	5,607	-	-	-	-	-	250	8,137	-	-	227	1,451	2,616	24,288	-	24,288
Other	5,375	15,348	71,346	85	1,632	1,504	640	277	4,062	1,540	132	417	3,839	57,929	7,712	171,835	-	171,835
<b>Total Operating - Admin.</b>	<b>132,581</b>	<b>545,127</b>	<b>790,013</b>	<b>85</b>	<b>3,829</b>	<b>9,321</b>	<b>1,948</b>	<b>624</b>	<b>5,530</b>	<b>73,744</b>	<b>1,234</b>	<b>549</b>	<b>81,611</b>	<b>295,770</b>	<b>316,368</b>	<b>2,258,334</b>	<b>(439,818)</b>	<b>1,818,517</b>
<b>Asset Management Fee</b>	8,400	-	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>8,400</b>	<b>(8,400)</b>	-
Salaries	675	59,555	-	-	-	-	-	-	96,491	346,772	-	-	-	-	-	503,492	-	503,492
Employee	206	20,432	-	-	-	(5)	-	-	29,274	73,362	-	-	-	-	-	123,269	-	123,269
Tenant Services -	885	22,401	430	1,554	-	-	-	-	-	107,812	-	-	-	-	-	133,083	-	133,083
<b>Total Tenant Services</b>	<b>3,240</b>	<b>102,388</b>	<b>430</b>	<b>1,554</b>	<b>-</b>	<b>(5)</b>	<b>-</b>	<b>-</b>	<b>125,764</b>	<b>527,946</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>761,317</b>	<b>-</b>	<b>761,317</b>
Water	18,136	111,036	430	-	-	-	-	-	-	-	60	-	-	409	143	130,214	-	130,214
Electricity	21,214	205,725	4,164	-	-	-	-	-	-	-	108	-	-	2,187	1,388	234,785	-	234,785
Gas	10,917	23,324	961	-	-	-	-	-	-	-	318	-	-	1,355	320	37,194	-	37,194
Sewer	15,565	74,520	232	-	-	-	-	-	-	-	78	-	-	279	77	90,752	-	90,752
<b>Total Utilities</b>	<b>65,832</b>	<b>414,605</b>	<b>5,786</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>563</b>	<b>-</b>	<b>-</b>	<b>4,230</b>	<b>1,929</b>	<b>492,946</b>	<b>-</b>	<b>492,946</b>
Maintenance - Labor	147,574	233,751	-	-	-	-	-	-	-	-	-	-	-	-	-	381,325	-	381,325
Maintenance - Materials	27,835	122,981	-	-	-	-	-	-	-	4	161	1,531	-	7	1,141	153,660	-	153,660
Maintenance Contracts	92,452	295,787	2,762	-	-	-	-	-	-	10,141	4,114	-	-	1,477	3,337	410,071	(66,558)	343,513
Employee Benefits - Maint.	43,871	73,726	-	-	-	-	-	-	-	-	-	-	-	-	-	117,597		117,597
<b>Total Maintenance</b>	<b>311,733</b>	<b>726,245</b>	<b>2,762</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,145</b>	<b>4,275</b>	<b>1,531</b>	<b>-</b>	<b>1,484</b>	<b>4,478</b>	<b>1,062,653</b>	<b>(66,558)</b>	<b>996,095</b>
Protective Services - Labor	23,554	6,550	-	-	-	-	-	-	-	-	-	100,782	-	-	-	130,886	-	130,886
Employee	6,659	1,884	-	-	-	-	-	-	-	-	-	28,602	-	-	-	37,145	-	37,145
<b>Total Protective Services</b>	<b>30,213</b>	<b>8,434</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>129,383</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>168,031</b>	<b>-</b>	<b>168,031</b>
Property Insurance	54,570	473,210	3,846	-	-	-	-	-	-	3,781	1,365	-	-	1,472	1,282	539,526	-	539,526

Columbia Housing Authority Entity Wide Revenue and Expense Summary																			
	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communtiy Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total	
Liability																			
Insurance	6,637	5,469	6,042	-	-	-	-	-	-	3,177	99	-	-	9,061	-	30,485	-	30,485	
Workmen's																			
Compensation	3,992	8,206	5,681	-	15	24	17	4	1,701	6,385	-	1,712	1,008	2,943	3,176	34,864	-	34,864	
All Other																			
Insurance	4,008	7,923	-	-	-	-	-	-	-	3,754	-	-	612	612	2,463	19,374	-	19,374	
<b>Total Insurance</b>																			
<b>Premiums</b>	<b>69,207</b>	<b>494,808</b>	<b>15,569</b>	<b>-</b>	<b>15</b>	<b>24</b>	<b>17</b>	<b>4</b>	<b>1,701</b>	<b>17,098</b>	<b>1,464</b>	<b>1,712</b>	<b>1,620</b>	<b>14,089</b>	<b>6,922</b>	<b>624,249</b>	<b>-</b>	<b>624,249</b>	
Other General																			
Expenses	462	8,742	7,205	-	-	1,396	-	-	-	20	-	1,325	42,434	47,592	437	109,615	(47,534)	62,081	
Compensated																			
Absences	20,995	51,744	23,968	-	-	-	-	-	9,738	12,678	-	6,151	2,113	6,573	7,525	141,485	-	141,485	
Payments in Lieu																			
of Taxes	11,831	90,357	-	-	-	-	-	-	-	2,280	861	-	-	-	-	105,329	-	105,329	
Bad debt -																			
Tenant Rents	(300)	3,922	-	-	-	-	-	-	-	-	-	-	-	-	-	3,622	-	3,622	
<b>Total Other</b>																			
<b>Expenses</b>	<b>32,988</b>	<b>154,766</b>	<b>31,174</b>	<b>-</b>	<b>-</b>	<b>1,396</b>	<b>-</b>	<b>-</b>	<b>9,738</b>	<b>14,978</b>	<b>861</b>	<b>7,477</b>	<b>44,547</b>	<b>54,164</b>	<b>7,963</b>	<b>360,051</b>	<b>(47,534)</b>	<b>312,518</b>	
Interest of																			
Mortgage																			
Payable	-	178,248	-	-	-	-	-	-	-	-	-	759	-	173,989	-	352,997	-	352,997	
Interest on Notes																			
Payable	-	285,872	-	-	-	-	-	-	-	-	-	-	-	12,954	-	298,826	-	298,826	
Amortization of																			
Loan Costs	-	48,889	-	-	-	-	-	-	-	-	-	-	-	-	-	48,889	-	48,889	
<b>Total</b>	<b>-</b>	<b>513,010</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>759</b>	<b>-</b>	<b>186,943</b>	<b>-</b>	<b>700,712</b>	<b>(455,209)</b>	<b>245,503</b>	
<b>Total Operating</b>																			
<b>Expenses</b>	<b>\$ 654,193</b>	<b>\$ 2,959,383</b>	<b>\$ 845,734</b>	<b>\$ 1,640</b>	<b>\$ 3,844</b>	<b>\$ 10,736</b>	<b>\$ 1,964</b>	<b>\$ 629</b>	<b>\$ 142,733</b>	<b>\$ 643,910</b>	<b>\$ 8,397</b>	<b>\$ 141,411</b>	<b>\$ 127,778</b>	<b>\$ 556,680</b>	<b>\$ 337,659</b>	<b>\$ 6,436,692</b>	<b>\$ (1,017,518)</b>	<b>\$ 5,419,174</b>	
<b>Excess of</b>																			
<b>Operating</b>	<b>\$ (145,308)</b>	<b>\$ 615,290</b>	<b>\$ 7,013,853</b>	<b>\$ 1,455</b>	<b>\$ 208,648</b>	<b>\$ 274,327</b>	<b>\$ 110,593</b>	<b>\$ 35,283</b>	<b>\$ (7,796)</b>	<b>\$ (36,718)</b>	<b>\$ 73,185</b>	<b>\$ 53,750</b>	<b>\$ (8,883)</b>	<b>\$ 255,316</b>	<b>\$ (49,638)</b>	<b>\$ 8,393,357</b>	<b>\$ (1,491,869)</b>	<b>\$ 6,901,488</b>	
Extraordinary																			
Maintenance	-	130,676	-	-	-	-	-	-	-	-	-	-	-	-	-	130,676	-	130,676	
Housing																			
Assistance																			
Payments	-	-	7,019,460	-	188,119	262,607	127,296	34,873	-	-	5,700	-	-	-	-	7,638,055	(1,491,869)	6,146,186	
Depreciation																			
Expense	96,284	1,028,584	12,855	-	-	-	-	-	-	11,018	1,980	-	-	13,580	697	1,164,998	-	1,164,998	
<b>Total Expenses</b>	<b>\$ 750,477</b>	<b>\$ 4,118,643</b>	<b>\$ 7,878,049</b>	<b>\$ 1,640</b>	<b>\$ 191,962</b>	<b>\$ 273,343</b>	<b>\$ 129,261</b>	<b>\$ 35,502</b>	<b>\$ 142,733</b>	<b>\$ 654,928</b>	<b>\$ 16,077</b>	<b>\$ 141,411</b>	<b>\$ 127,778</b>	<b>\$ 570,260</b>	<b>\$ 338,356</b>	<b>\$ 15,370,421</b>	<b>\$ (2,509,387)</b>	<b>12,861,034</b>	
<b>Net Gain (Loss)</b>	<b>\$ (241,592)</b>	<b>\$ (543,969)</b>	<b>\$ (18,462)</b>	<b>\$ 1,455</b>	<b>\$ 20,529</b>	<b>\$ 11,720</b>	<b>\$ (16,703)</b>	<b>\$ 410</b>	<b>\$ (7,796)</b>	<b>\$ (47,736)</b>	<b>\$ 65,505</b>	<b>\$ 53,750</b>	<b>\$ (8,883)</b>	<b>\$ 241,736</b>	<b>\$ (50,335)</b>	<b>\$ (540,371)</b>	<b>\$ -</b>	<b>\$ (540,371)</b>	

	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 Communtiy Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Total
111 Cash - Unrestricted	710,587	865,498	365,020	-	119,375	99,327	38,985	27,308	-	50,461	34,973	-	369,378	86,340	134,456	2,901,709
112 Cash - Restricted - Modernization and Development	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
113-020 Sect 8 FSS	-	-	446,387	-	-	-	-	-	-	-	-	-	-	-	-	446,387
113 Cash - Other Restricted	394,091	4,031,028	-	27,660	-	-	-	-	-	32,595	190,766	-	-	335,996	-	5,012,136
114 Cash - Tenant Security Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
115 Cash - Restricted for Payment of Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
100 Total Cash	1,104,678	4,896,526	811,408	27,660	119,375	99,327	38,985	27,308	-	83,056	225,739	-	369,378	422,336	134,456	8,360,232
121 Accounts Receivable - PHA Projects	-	-	-	-	(1,603)	-	-	-	-	-	-	-	-	-	-	(1,603)
122 Accounts Receivable - HUD Other Projects	500,000	-	2,142	-	1,161	3,135	(17,254)	-	12,848	-	-	-	-	-	-	502,032
124 Accounts Receivable - Other Government	-	8,336	-	-	-	-	-	4,357	-	150,332	-	-	-	-	-	163,025
125-010 Operating Loan Receivable	-	-	-	-	-	-	-	-	-	-	36,000	-	105,124	-	-	141,124
125-040 Accounts Receivable - Tax Credit	215,105	6,225	-	-	-	-	-	-	-	-	-	-	-	-	-	221,330
125-050 Accounts Receivable - Other	1,107	-	-	-	-	-	-	-	-	-	-	-	-	(7,420)	-	(6,313)
125 Accounts Receivable - Miscellaneous	-	-	47,400	-	1,680	7,512	648	3,261	-	-	-	-	-	-	-	60,501
126 Accounts Receivable - Tenants	16,885	76,184	-	-	-	-	-	-	-	3,441	3,226	-	-	-	-	99,737
126.1 Allowance for Doubtful Accounts -Tenants	(6,214)	(48,435)	-	-	-	-	-	-	-	(700)	(720)	-	-	-	-	(56,069)
126.2 Allowance for Doubtful Accounts - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	(631)	-	(631)
127 Notes, Loans, & Mortgages Receivable - Current	-	-	-	-	-	-	-	-	-	-	-	-	-	5,713,438	-	5,713,438
128 Fraud Recovery	2,399	-	7,789	-	-	-	-	-	-	-	-	-	-	-	-	10,188
128.1 Allowance for Doubtful Accounts - Fraud	(2,399)	-	(3,894)	-	-	-	-	-	-	-	-	-	-	-	-	(6,293)
129 Accrued Interest Receivable	-	-	-	-	-	-	-	-	-	-	-	-	55,556	1,873,201	-	1,928,757
120 Total Receivables, Net of Allowances for Doubtful Accounts	726,883	42,310	53,437	-	1,238	10,647	(16,606)	7,618	12,848	153,074	38,506	-	160,680	7,578,589	-	8,769,223
131 Investments - Unrestricted	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
132 Investments - Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
135 Investments - Restricted for Payment of Current Liability	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
142 Prepaid Expenses and Other Assets	52,845	193,010	22,694	-	-	-	-	-	-	14,391	1,201	2,592	5,034	16,220	25,383	333,370
143 Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	245	245
143.1 Allowance for Obsolete Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
144 Inter Program Due From	-	-	-	-	-	-	-	-	-	-	-	-	128,990	35,068	389,907	553,965
145 Assets Held for Sale	-	-	-	-	-	-	-	-	-	-	265,494	-	-	200	-	265,694
150 Total Current Assets	52,845	193,010	22,694	-	-	-	-	-	-	14,391	266,696	2,592	134,024	51,488	415,535	1,153,274
161 Land	507,229	4,045,561	-													

174 Other Assets	-	531,757	-	-	-	-	-	-	-	-	-	-	-	-	-	531,757
174-040 Deferred Developer Fees	-	-	-	-	-	-	-	-	-	-	-	-	340,254	-	-	340,254
176 Investments in Joint Ventures	-	-	-	-	-	-	-	-	-	-	-	2,031,629	-	-	-	2,031,629
180 Total Non-Current Assets	-	531,757	-	-	-	-	-	-	-	-	3,847,986	2,031,629	550,254	32,104,116	-	39,065,743

190 Total Assets	3,181,644	68,986,488	1,224,163	27,660	120,613	109,974	22,379	34,926	12,848	811,510	4,652,363	2,034,221	1,214,336	40,606,788	576,800	123,616,713
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311 Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
312 Accounts Payable <= 90 Days	(2,168)	88,050	(13,317)	-	-	-	-	-	-	(1,768)	(392)	-	-	(1,901)	225,387	293,890
313 Accounts Payable >90 Days Past Due	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
321 Accrued Wage/Payroll Taxes Payable	24,610	48,510	36,041	-	-	-	-	-	11,756	51,815	-	10,357	5,381	17,303	(132,597)	73,176
322 Accrued Compensated Absences - Current Portion	5,485	29,699	12,445	-	-	-	-	-	-	5,430	-	7,287	3,233	9,204	14,220	87,003
324 Accrued Contingency Liability	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
325 Accrued Interest Payable	-	1,928,793	-	-	-	-	-	-	-	-	-	-	-	139,574	-	2,068,367
331 Accounts Payable - HUD PHA Programs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
332 Account Payable - PHA Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
333 Accounts Payable - Other Government	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
341 Tenant Security Deposits	38,671	303,651	-	-	-	-	-	-	-	2,297	740	-	-	-	-	345,359
342 Deferred Revenues	-	-	-	-	-	3,840	-	28,765	-	125,829	-	-	-	-	-	158,434
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue	-	188,249	-	-	-	-	-	-	-	-	-	-	-	-	-	188,249
344 Current Portion of Long-term Debt - Operating Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
345 Other Current Liabilities	9,203	90,357	-	-	-	-	-	-	-	2,280	861	-	-	-	-	102,702
346 Accrued Liabilities - Other	7,177	2,080	14,256	1,554	3,469	191	32,752	1,358	456	1,434	-	471	1,248	10,956	37,016	114,420
347 Inter Program - Due To	-	217,741	8,908	-	770	1,314	694	78	8,431	203,219	963	158,972	44,815	(157,484)	128,990	617,410
348-010 Operating Loan Payable	-	96,000	-	-	-	-	-	-	-	-	-	45,124	-	-	-	141,124
348-040 Notes Payable - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	200,845	-	200,845
348 Loan Liability - Current	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
310 Total Current Liabilities	82,979	2,993,130	58,332	1,554	4,240	5,344	33,446	30,201	20,643	390,536	2,172	222,212	54,677	218,498	273,015	4,390,979

351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue	-	38,684,865	-	-	-	-	-	-	-	669,000	-	-	-	-	-	39,353,865
352 Long-term Debt, Net of Current - Operating Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
353 Non-current Liabilities - Other	-	340,254	446,387	-	-	-	-	-	-	-	-	-	-	-	-	786,641
354 Accrued Compensated Absences - Non Current	3,657	19,800	8,296	-	-	-	-	-	-	3,620	-	4,858	2,155	6,136	9,480	58,002
355-010 Note Payable - CHA AHD noncurrent	-	-	-	-	-	-	-	-	-	-	-	-	-	210,000	-	210,000
355-040 FHLB LONG TERM DEBT - Project	-	-	-	-	-	-	-	-	-	-	-	-	-	17,652,998	-	17,652,998
355 Loan Liability - Non Current	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
356 FASB 5 Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
357 Accrued Pension and OPEB Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
350 Total Non-Current Liabilities	3,657	39,044,918	454,684	-	-	-	-	-	-	672,620	-	4,858	2,155	17,869,135	9,480	58,061,507

300 Total Liabilities	86,636	42,038,048	513,016	1,554	4,240	5,344	33,446	30,201	20,643	1,063,156	2,172	227,070	56,832	18,087,632	282,495	62,452,485
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400 Deferred Inflow of Resources	-	-	-	-	-	-	-	-	-	-	-	-	-	1,169,273	-	1,169,273
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508.1 Invested In Capital Assets, Net of Related Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
508.4 Investment in Net Fixed Assets	1,393,522	27,637,570	349,480	-	-	-	-	-	-	(96,992)	360,440	1,753,338	-	428,839	27,505	31,853,702
511.1 Restricted Net Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
511.4 Admin Fee Reserves	1,108,997	-	-	24,651	-	-	-	-	-	32,556	240,681	-	-	309,047	-	1,715,932
512.1 Unrestricted Net Assets	(241,592)	(689,130)	(18,462)	1,455	20,529	11,720	(16,703)	410	(7,796)	(47,736)	(64,853)	53,750	(8,883)	322,094	(50,335)	(735,532)
512.4 Unrestricted Net Assets-Excess HAP	834,081	-	380,129	-	95,844	92,909	5,637	4,314	-	(139,473)	4,113,924	-	1,166,387	20,289,902	317,134	27,160,790
513 Total Equity/Net Assets	3,095,009	26,948,440	711,147	26,106	116,374	104,629	(11,067)	4,725	(7,796)	(251,646)	4,650,191	1,807,088	1,157,504	21,349,883	294,305	59,994,891

600 Total Liabilities and Equity/Net Assets	3,181,644	68,986,488	1,224,163	27,660	120,613	109,974	22,379	34,926	12,848	811,510	4,652,363	2,034,157	1,214,336	40,606,788	576,800	123,616,649
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**Housing Choice Voucher Program**  
**Unaudited Revenue Expense Budget Comparison**

	Current Month		Budget		Variance		Year to Date		Budget		Variance		Percent of Variance
HUD PHA Operating Grants - HAP	\$	1,029,353	\$	924,128	\$	105,225	\$	7,059,831	\$	6,468,896		590,935	9%
HUD Admin Fees Earned		109,603		123,498		(13,895)		774,903		864,487		(89,584)	-10%
Homeownership Closing Fees Earned		-		-		-		1,500		-		1,500	0%
Cares Act - COVID-19 Revenue		-		-		-		-		-		-	
<b>Total Fee Revenue</b>		<b>1,138,956</b>		<b>1,047,626</b>		<b>91,330</b>		<b>7,836,234</b>		<b>7,333,383</b>		<b>502,851</b>	<b>7%</b>
Investment Income - Unrestricted		2,046		2,200		(154)		11,784		15,397		(3,613)	-23%
Fraud Recovery - HAP		5,451		231		5,220		8,099		1,616		6,483	401%
Fraud Recovery - Admin		822		231		591		3,470		1,616		1,854	115%
Other Revenue		-		273		(273)		-		1,910		(1,910)	-100%
<b>Total Revenue</b>	\$	<b>1,147,276</b>	\$	<b>1,050,560</b>	\$	<b>96,715</b>	\$	<b>7,859,587</b>	\$	<b>7,353,923</b>	\$	<b>505,664</b>	<b>7%</b>
Administrative Salaries		50,408		60,810		(10,402)		331,056		425,668		(94,612)	-22%
Auditing Fees		4,179		4,063		116		29,250		28,441		809	3%
Management Fee		19,884		21,605		(1,721)		141,276		151,235		(9,959)	-7%
Book-keeping Fee		12,428		12,264		164		88,298		85,846		2,451	3%
Advertising and Marketing		-		83		(83)		-		583		(583)	-100%
Employee Benefit contributions - Administrative		13,017		17,705		(4,688)		91,203		123,932		(32,730)	-26%
Office Expenses		6,234		7,446		(1,211)		31,978		52,121		(20,143)	-39%
Training & Travel		-		333		(333)		5,607		2,333		3,273	140%
Other Administrative Expenses		8,644		9,167		(522)		71,346		64,166		7,180	11%
<b>Total Operating - Administrative</b>		<b>114,793</b>		<b>133,475</b>		<b>(18,682)</b>		<b>790,013</b>		<b>934,326</b>		<b>(144,313)</b>	<b>-15%</b>
Total Tenant Services		39		111		(72)		430		779		(349)	
<b>Total Utilities</b>		<b>889</b>		<b>929</b>		<b>(40)</b>		<b>5,786</b>		<b>6,503</b>		<b>(717)</b>	<b>-11%</b>
<b>Bldg. Maintenance</b>		<b>-</b>		<b>1,028</b>		<b>(1,028)</b>		<b>2,762</b>		<b>7,194</b>		<b>(4,432)</b>	<b>-62%</b>
<b>Insurance Premiums</b>		<b>2,268</b>		<b>1,172</b>		<b>1,096</b>		<b>15,569</b>		<b>8,202</b>		<b>7,367</b>	<b>90%</b>
Other General Expenses		1,211		796		415		7,205		5,570		1,635	29%
Compensated Absences		3,657		-		3,657		23,968		-		23,968	
<b>Other General Expenses</b>		<b>4,868</b>		<b>796</b>		<b>4,072</b>		<b>31,174</b>		<b>5,570</b>		<b>25,603</b>	<b>460%</b>
<b>Total Operating Expenses</b>	\$	<b>122,858</b>	\$	<b>137,511</b>	\$	<b>(14,653)</b>	\$	<b>845,734</b>	\$	<b>962,574</b>	\$	<b>(116,840)</b>	<b>-12%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	\$	<b>1,024,417</b>	\$	<b>913,050</b>	\$	<b>111,368</b>	\$	<b>7,013,853</b>	\$	<b>6,391,348</b>	\$	<b>622,504</b>	<b>10%</b>
Homeownership		4,295		3,945		350		28,672		27,612		1,060	4%
Portable Housing Assistance Payments		30,381		23,710		6,671		208,003		165,968		42,035	25%
S8 FSS Payments		15,368		15,488		(120)		124,292		108,414		15,878	15%
VASH Housing Assistance Payments		75,626		59,053		16,573		520,194		413,372		106,821	26%
All Other Vouchers Housing Assistance Payments		879,495		808,208		71,287		6,138,299		5,657,453		480,846	8%
<b>Total Housing Assistance Payments</b>		<b>1,005,165</b>		<b>910,403</b>		<b>94,762</b>		<b>7,019,460</b>		<b>6,372,819</b>		<b>646,641</b>	<b>10%</b>
Depreciation Expense		1,837		1,837		-		12,855		12,855		-	
<b>Total Expenses</b>	\$	<b>1,129,860</b>	\$	<b>1,049,750</b>	\$	<b>80,110</b>	\$	<b>7,878,049</b>	\$	<b>7,348,249</b>	\$	<b>529,800</b>	<b>7%</b>
<b>Net Gain (Loss)</b>	\$	<b>17,415</b>	\$	<b>810</b>	\$	<b>16,605</b>	\$	<b>(18,462)</b>	\$	<b>5,674</b>	\$	<b>(24,136)</b>	<b>-425%</b>

**AMP 1 - Downtown**  
**Unaudited Revenue Expense Budget Comparison**

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 38,742	\$ 30,529	\$ 8,213	\$ 286,383	\$ 213,700	\$ 72,683	34%
Vacancy Loss	(17,565)	(10,871)	(6,694)	(115,163)	(76,096)	(39,066)	51%
Net Tenant Rental Revenue	21,177	19,658	1,519	171,221	137,604	33,617	24%
Tenant Revenue - Other	901	500	401	2,376	3,500	(1,124)	-32%
<b>Total Tenant Revenue</b>	<b>22,079</b>	<b>20,158</b>	<b>1,921</b>	<b>173,597</b>	<b>141,104</b>	<b>32,493</b>	23%
HUD PHA Operating Grants	33,195	37,167	(3,972)	255,560	260,167	(4,607)	-2%
Capital Fund Grants	-	30,227	(30,227)	-	211,587	(211,587)	-100%
<b>Total Grant Revenue</b>	<b>33,195</b>	<b>67,393</b>	<b>(34,199)</b>	<b>255,560</b>	<b>471,753</b>	<b>(216,194)</b>	-46%
Investment Income - Unrestricted	2,670	5,417	(2,747)	29,908	37,917	(8,008)	-21%
Fraud Recovery	-	83	(83)	-	583	(583)	0%
Other Revenue	4,628	5,125	(497)	49,820	35,875	13,945	39%
Gain or Loss on Sale of Capital Assets	-	-	-	-	-	-	
<b>Total Revenue</b>	<b>\$ 62,571</b>	<b>\$ 98,176</b>	<b>\$ (35,605)</b>	<b>\$ 508,885</b>	<b>\$ 687,232</b>	<b>\$ (178,347)</b>	-26%
Administrative Salaries	11,449	6,427	5,022	57,056	44,990	12,065	27%
Auditing Fees	434	1,313	(879)	3,035	9,188	(6,152)	-67%
Management Fee	4,369	8,250	(3,881)	31,645	57,750	(26,105)	-45%
Book-keeping Fee	555	597	(42)	4,020	4,182	(162)	-4%
Advertising and Marketing	-	-	-	-	-	-	
Employee Benefit contributions - Administrative	3,389	2,429	960	18,897	17,003	1,895	11%
Office Expenses	2,305	1,150	1,155	11,644	8,050	3,594	45%
Legal Expense	-	83	(83)	909	583	325	56%
Training & Travel	-	354	(354)	-	2,479	(2,479)	-100%
Other	202	417	(214)	5,375	2,917	2,458	84%
<b>Total Operating - Administrative</b>	<b>22,703</b>	<b>21,020</b>	<b>1,683</b>	<b>132,581</b>	<b>147,141</b>	<b>(14,560)</b>	-10%
Asset Management Fee	1,200	1,200	-	8,400	8,400	-	0%
Tenant Services - Salaries	79	478	(399)	675	3,344	(2,669)	-80%
Employee Benefit Contributions - Tenant Services	34	164	(130)	206	1,151	(945)	-82%
Tenant Services - Other	61	350	(289)	885	2,450	(1,565)	-64%
<b>Total Tenant Services</b>	<b>1,583</b>	<b>992</b>	<b>591</b>	<b>3,240</b>	<b>6,945</b>	<b>(3,705)</b>	-53%

**AMP 1 - Downtown**  
**Unaudited Revenue Expense Budget Comparison**

	Current Month		Budget		Variance		Year to Date		Budget		Variance		Percent of Variance
Water	\$	2,814	\$	2,328	\$	486	\$	18,136	\$	16,295	\$	1,841	11%
Electricity		5,297		2,172		3,125		21,214		15,205		6,009	40%
Gas		1,925		1,070		855		10,917		7,487		3,430	46%
Sewer		2,259		2,115		143		15,565		14,808		757	5%
<b>Total Utilities</b>		<b>12,294</b>		<b>7,685</b>		<b>4,609</b>		<b>65,832</b>		<b>53,794</b>		<b>12,038</b>	22%
Maintenance - Labor		20,393		20,170		223		147,574		141,190		6,384	5%
Maintenance - Materials & Other		4,640		5,083		(444)		27,835		35,583		(7,749)	-22%
Maintenance and Operations Contracts		20,150		9,375		10,775		92,452		65,625		26,827	41%
Employee Benefit Contributions - Maintenance		6,277		5,256		1,021		43,871		36,789		7,082	19%
<b>Total Maintenance</b>		<b>51,459</b>		<b>39,884</b>		<b>11,575</b>		<b>311,733</b>		<b>279,188</b>		<b>32,545</b>	12%
<b>Total Protective Services</b>		<b>4,542</b>		<b>4,526</b>		<b>15</b>		<b>30,213</b>		<b>31,685</b>		<b>(1,472)</b>	-5%
<b>Total Insurance Premiums</b>		<b>9,963</b>		<b>10,001</b>		<b>(38)</b>		<b>69,207</b>		<b>70,009</b>		<b>(803)</b>	-1%
Other General Expenses		82		42		41		462		292		171	59%
Compensated Absences		4,645		-		4,645		20,995		-		20,995	
Payments in Lieu of Taxes		1,696		2,284		(588)		11,831		15,991		(4,159)	-26%
Bad debt - Tenant Rents		-		417		(417)		(300)		2,917		(3,217)	-110%
<b>Total Other General Expenses</b>		<b>6,423</b>		<b>2,743</b>		<b>3,681</b>		<b>32,988</b>		<b>19,199</b>		<b>13,789</b>	72%
Interest on Notes Payable		-		-		-		-		-		-	
<b>Total Operating Expenses</b>	\$	<b>110,168</b>	\$	<b>88,052</b>	\$	<b>22,116</b>	\$	<b>654,193</b>	\$	<b>616,361</b>	\$	<b>37,832</b>	6%
<b>Excess of Operating Revenue over Operating Expenses</b>	\$	<b>(47,597)</b>	\$	<b>10,124</b>	\$	<b>(57,721)</b>	\$	<b>(145,308)</b>	\$	<b>70,871</b>	\$	<b>(216,179)</b>	-305%
Extraordinary Maintenance		-		-		-		-		-		-	
Depreciation Expense		13,755		14,411		(656)		96,284		100,875		(4,591)	-5%
<b>Total Expenses</b>	\$	<b>123,923</b>	\$	<b>102,462</b>	\$	<b>21,460</b>	\$	<b>750,477</b>	\$	<b>717,237</b>	\$	<b>33,240</b>	5%
<b>Net Gain (Loss)</b>	\$	<b>(61,351)</b>	\$	<b>(4,286)</b>	\$	<b>(57,065)</b>	\$	<b>(241,592)</b>	\$	<b>(30,004)</b>	\$	<b>(211,588)</b>	705%

**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	\$	85,794	\$	84,336	\$	1,458	\$	603,180	\$	590,349	\$	12,830	2%
Rental Subsidies		94,144		90,908		3,237		656,386		636,353		20,034	3%
Vacancy Loss		(6,675)		(4,310)		(2,365)		(56,352)		(30,169)		(26,183)	87%
Net Rental Revenue		173,263		170,933		2,330		1,203,214		1,196,533		6,681	1%
Tenant Revenue - Other		1,299		1,178		121		8,887		8,248		638	8%
<b>Total Tenant Revenue</b>		<b>174,562</b>		<b>172,112</b>		<b>2,450</b>		<b>1,212,101</b>		<b>1,204,781</b>		<b>7,319</b>	1%
Investment Income - Unrestricted		8,103		10,629		(2,527)		56,067		74,406		(18,339)	-25%
Other Revenue		12,753		8,240		4,514		81,299		57,677		23,623	41%
<b>Total Revenue</b>	<b>\$</b>	<b>195,418</b>	<b>\$</b>	<b>190,981</b>	<b>\$</b>	<b>4,437</b>	<b>\$</b>	<b>1,349,467</b>	<b>\$</b>	<b>1,336,864</b>	<b>\$</b>	<b>12,604</b>	1%
Administrative Salaries		10,126		10,311		(185)		67,677		72,180		(4,503)	-6%
Auditing Fees		1,183		3,751		(2,568)		8,283		26,260		(17,977)	-68%
Property Management Fee		11,242		10,430		811		77,351		73,013		4,339	6%
Asset Management Fees		1,169		1,190		(21)		8,183		8,333		(150)	-2%
Advertising and Marketing		-		8		(8)		-		58		(58)	-100%
Employee Benefit contributions - Administrative		2,880		3,248		(368)		19,541		22,735		(3,194)	-14%
Office Expenses		3,285		2,123		1,161		16,929		14,863		2,066	14%
Legal Expense		284		429		(145)		3,506		3,004		502	17%
Training & Travel		-		500		(500)		2,734		3,500		(766)	-22%
Other		537		666		(129)		4,253		4,659		(406)	-9%
<b>Total Operating - Administrative</b>		<b>30,705</b>		<b>32,658</b>		<b>(1,953)</b>		<b>208,457</b>		<b>228,606</b>		<b>(20,149)</b>	-9%
<b>Total Tenant Services</b>		<b>8,370</b>		<b>8,568</b>		<b>(198)</b>		<b>52,396</b>		<b>59,977</b>		<b>(7,580)</b>	-13%
Water		9,727		6,602		3,125		53,732		46,214		7,518	16%
Electricity		22,430		13,474		8,956		108,691		94,317		14,374	15%
Gas		1,140		1,464		(324)		9,745		10,248		(503)	-5%
Sewer		5,622		4,477		1,146		35,024		31,336		3,688	12%
<b>Total Utilities</b>	<b>\$</b>	<b>38,919</b>	<b>\$</b>	<b>26,016</b>	<b>\$</b>	<b>12,903</b>	<b>\$</b>	<b>207,191</b>	<b>\$</b>	<b>182,115</b>	<b>\$</b>	<b>25,076</b>	14%

**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	\$	17,542	\$	15,388	\$	2,155	\$	118,496	\$	107,713	\$	10,783	10%
Maintenance - Materials & Other		8,480		11,126		(2,645)		55,031		77,879		(22,848)	-29%
Maintenance and Operations Contracts		16,656		15,530		1,127		111,922		108,709		3,213	3%
Employee Benefit Contributions - Maintenance		5,725		5,514		211		39,751		38,595		1,156	3%
<b>Total Maintenance</b>		<b>48,404</b>		<b>47,557</b>		<b>847</b>		<b>325,200</b>		<b>332,896</b>		<b>(7,696)</b>	-2%
<b>Total Insurance Premiums</b>		<b>33,971</b>		<b>27,086</b>		<b>6,885</b>		<b>208,203</b>		<b>189,599</b>		<b>18,604</b>	10%
Other General Expenses		2,399		758		1,641		4,863		5,308		(446)	-8%
Compensated Absences		2,959		-		2,959		23,700		-		23,700	
Taxes		5,000		5,000		-		35,000		35,000		-	0%
Bad debt - Tenant Rents		(134)		833		(967)		4,122		5,833		(1,711)	-29%
<b>Total Other General Expenses</b>		<b>10,224</b>		<b>6,592</b>		<b>3,633</b>		<b>67,685</b>		<b>46,142</b>		<b>21,544</b>	47%
Interest of Mortgage (or Bonds) Payable		15,906		15,906		-		111,344		111,344		-	0%
Interest on Notes Payable (Seller Financing)		20,967		20,966		0		146,766		146,765		0	0%
Amortization of Loan Costs		2,275		2,274		0		15,922		15,920		2	0%
<b>Total Interest Expense and Amortization Cost</b>		<b>39,147</b>		<b>39,147</b>		<b>0</b>		<b>274,031</b>		<b>274,029</b>		<b>2</b>	0%
<b>Total Operating Expenses</b>	\$	<b>209,740</b>	\$	<b>187,623</b>	\$	<b>22,117</b>	\$	<b>1,343,165</b>	\$	<b>1,313,363</b>	\$	<b>29,801</b>	2%
<b>Excess of Operating Revenue over Operating Expenses</b>	\$	<b>(14,322)</b>	\$	<b>3,357</b>	\$	<b>(17,679)</b>	\$	<b>6,303</b>	\$	<b>23,501</b>	\$	<b>(17,198)</b>	-73%
Extraordinary Maintenance		20,234		-		20,234		29,010		-		29,010	
Depreciation Expense		53,285		53,610		(325)		372,994		375,273		(2,279)	-1%
<b>Total Expenses</b>	\$	<b>283,260</b>	\$	<b>241,234</b>	\$	<b>42,026</b>	\$	<b>1,745,168</b>	\$	<b>1,688,636</b>	\$	<b>56,532</b>	3%
<b>Net Gain (Loss)</b>	\$	<b>(87,842)</b>	\$	<b>(50,253)</b>	\$	<b>(37,588)</b>	\$	<b>(395,701)</b>	\$	<b>(351,772)</b>	\$	<b>(43,929)</b>	12%

**Oak Towers Housing Deevlopment Group, LP**  
**Unaudited Revenue Expense Budget Comparison**

	Current Month		Budget		Variance		Year to Date		Budget		Variance		Percent of Variance
Tenant Rental Revenue	\$	51,628	\$	52,561	\$	(933)	\$	366,153	\$	367,928	\$	(1,775)	0%
Rental Subsidies		49,165		46,897		2,268		339,398		328,277		11,121	3%
Vacancy Loss		(2,381)		(4,764)		2,383		(28,076)		(33,346)		5,271	-16%
Net Rental Revenue		<b>98,412</b>		<b>94,694</b>		<b>3,718</b>		<b>677,475</b>		<b>662,859</b>		<b>14,616</b>	<b>2%</b>
Tenant Revenue - Other		1,277		673		603		4,978		4,713		265	6%
<b>Total Tenant Revenue</b>		<b>99,688</b>		<b>95,367</b>		<b>4,321</b>		<b>682,453</b>		<b>667,572</b>		<b>14,881</b>	<b>2%</b>
Investment Income - Unrestricted		2,416		3,472		(1,056)		18,609		24,307		(5,698)	-23%
Other Revenue		2,490		2,928		(438)		19,697		20,496		(799)	-4%
<b>Total Revenue</b>	<b>\$</b>	<b>104,595</b>	<b>\$</b>	<b>101,768</b>	<b>\$</b>	<b>2,827</b>	<b>\$</b>	<b>720,759</b>	<b>\$</b>	<b>712,375</b>	<b>\$</b>	<b>8,383</b>	<b>1%</b>
Administrative Salaries		6,858		8,291		(1,433)		43,157		58,038		(14,881)	-26%
Auditing Fees		1,183		1,942		(758)		8,283		13,593		(5,309)	-39%
Property Management Fee		6,125		5,764		362		42,124		40,346		1,777	4%
Asset Management Fees		1,084		1,101		(18)		7,933		7,709		224	3%
Advertising and Marketing		-		8		(8)		-		58		(58)	-100%
Employee Benefit contributions - Administrative		2,228		2,315		(87)		15,009		16,206		(1,197)	-7%
Office Expenses		2,590		1,975		615		14,164		13,825		339	2%
Legal Expense		743		167		576		3,178		1,167		2,011	172%
Training & Travel		-		250		(250)		1,418		1,750		(332)	-19%
Other		467		708		(241)		3,724		4,958		(1,234)	-25%
<b>Total Operating - Administrative</b>		<b>21,278</b>		<b>22,521</b>		<b>(1,243)</b>		<b>138,990</b>		<b>157,650</b>		<b>(18,660)</b>	<b>-12%</b>
<b>Total Tenant Services</b>		<b>7,207</b>		<b>7,481</b>		<b>(274)</b>		<b>47,113</b>		<b>52,369</b>		<b>(5,257)</b>	<b>-10%</b>
Water		3,430		1,803		1,627		14,823		12,621		2,202	17%
Electricity		14,474		9,609		4,866		77,696		67,261		10,434	16%
Gas		1,447		644		803		5,158		4,505		653	14%
Sewer		1,768		1,089		679		8,530		7,620		910	12%
<b>Total Utilities</b>	<b>\$</b>	<b>21,119</b>	<b>\$</b>	<b>13,144</b>	<b>\$</b>	<b>7,975</b>	<b>\$</b>	<b>106,206</b>	<b>\$</b>	<b>92,007</b>	<b>\$</b>	<b>14,200</b>	<b>15%</b>

**Oak Towers Housing Deevlopment Group, LP**  
**Unaudited Revenue Expense Budget Comparison**

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 8,123	\$ 7,030	\$ 1,092	\$ 60,851	\$ 49,213	\$ 11,638	24%
Maintenance - Materials & Other	4,531	4,017	514	28,185	28,119	66	0%
Maintenance and Operations Contracts	20,922	9,160	11,762	76,918	64,118	12,800	20%
Employee Benefit Contributions - Maintenance	2,482	2,702	(220)	16,054	18,914	(2,860)	-15%
<b>Total Maintenance</b>	<b>36,057</b>	<b>22,909</b>	<b>13,148</b>	<b>182,008</b>	<b>160,364</b>	<b>21,644</b>	13%
Property Insurance	10,849	3,730	7,119	70,495	26,111	44,384	170%
Workmen's Compensation	324	-	324	2,291	-	2,291	
All Other Insurance	308	552	(244)	2,158	3,865	(1,707)	-44%
<b>Total Insurance Premiums</b>	<b>11,482</b>	<b>4,282</b>	<b>7,199</b>	<b>74,944</b>	<b>29,976</b>	<b>44,968</b>	150%
Other General Expenses	384	500	(116)	1,747	3,503	(1,756)	-50%
Compensated Absences	994	-	994	10,248	-	10,248	
Taxes	2,500	2,500	-	17,500	17,500	-	0%
Bad debt - Tenant Rents	-	83	(83)	-	583	(583)	-100%
<b>Total Other General Expenses</b>	<b>3,878</b>	<b>3,084</b>	<b>795</b>	<b>29,495</b>	<b>21,586</b>	<b>7,909</b>	37%
Interest of Mortgage (or Bonds) Payable	5,243	5,166	77	36,182	36,163	20	0%
Interest on Notes Payable (Seller Financing)	9,215	9,215	(0)	64,506	64,507	(0)	0%
Amortization of Loan Costs	1,568	1,568	(0)	10,976	10,976	(0)	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>16,026</b>	<b>15,949</b>	<b>77</b>	<b>111,664</b>	<b>111,645</b>	<b>19</b>	0%
<b>Total Operating Expenses</b>	<b>\$ 117,048</b>	<b>\$ 89,371</b>	<b>\$ 27,677</b>	<b>\$ 690,421</b>	<b>\$ 625,598</b>	<b>\$ 64,823</b>	10%
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ (12,453)</b>	<b>\$ 12,397</b>	<b>\$ (24,850)</b>	<b>\$ 30,338</b>	<b>\$ 86,777</b>	<b>\$ (56,439)</b>	-65%
Extraordinary Maintenance	74,512	-	74,512	84,148	-	84,148	
Depreciation Expense	31,261	40,528	(9,267)	218,826	283,696	(64,870)	-23%
<b>Total Expenses</b>	<b>\$ 222,820</b>	<b>\$ 129,899</b>	<b>\$ 92,921</b>	<b>\$ 993,394</b>	<b>\$ 909,294</b>	<b>\$ 84,100</b>	9%
<b>Net Gain (Loss)</b>	<b>\$ (118,225)</b>	<b>\$ (28,131)</b>	<b>\$ (90,094)</b>	<b>\$ (272,635)</b>	<b>\$ (196,919)</b>	<b>\$ (75,717)</b>	<b>38%</b>

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

	Current Month		Budget		Variance		Year to Date		Budget		Variance		Percent of Variance
Tenant Rental Revenue	\$	23,703	\$	20,400	\$	3,303	\$	155,987	\$	142,800	\$	13,187	9%
Rental Subsidies		31,347		31,894		(547)		215,323		223,258		(7,936)	-4%
Vacancy Loss		(3,843)		(2,625)		(1,218)		(12,559)		(18,375)		5,816	-32%
Net Rental Revenue		<b>51,207</b>		<b>49,669</b>		<b>1,538</b>		<b>358,751</b>		<b>347,683</b>		<b>11,067</b>	<b>3%</b>
Tenant Revenue - Other		444		338		106		4,880		2,363		2,518	107%
<b>Total Tenant Revenue</b>		<b>51,651</b>		<b>50,007</b>		<b>1,644</b>		<b>363,631</b>		<b>350,046</b>		<b>13,585</b>	<b>4%</b>
Investment Income - Unrestricted		2,414		1,842		573		14,451		12,892		1,559	12%
Other Revenue		1,854		2,828		(974)		105,352		19,798		85,553	432%
<b>Total Revenue</b>	<b>\$</b>	<b>55,919</b>	<b>\$</b>	<b>54,677</b>	<b>\$</b>	<b>1,242</b>	<b>\$</b>	<b>483,433</b>	<b>\$</b>	<b>382,736</b>	<b>\$</b>	<b>100,698</b>	<b>26%</b>
Administrative Salaries		2,854		2,773		81		15,610		19,409		(3,799)	-20%
Auditing Fees		1,183		1,004		179		8,283		7,027		1,256	18%
Property Management Fee		2,675		2,557		118		19,130		17,902		1,228	7%
Asset Management Fees		1,067		1,084		(17)		7,468		7,585		(117)	-2%
Advertising and Marketing		-		-		-		-		-		-	
Employee Benefit contributions - Administrative		922		880		42		5,399		6,161		(762)	-12%
Office Expenses		847		896		(49)		5,729		6,271		(542)	-9%
Legal Expense		-		42		(42)		-		292		(292)	-100%
Training & Travel		-		-		-		733		-		733	
Other		289		292		(3)		3,044		2,042		1,002	49%
<b>Total Operating - Administrative</b>		<b>9,838</b>		<b>9,527</b>		<b>310</b>		<b>65,397</b>		<b>66,690</b>		<b>(1,293)</b>	<b>-2%</b>
<b>Total Tenant Services</b>		<b>835</b>		<b>268</b>		<b>567</b>		<b>1,941</b>		<b>1,876</b>		<b>65</b>	<b>3%</b>
Water		2,830		2,792		38		14,586		19,544		(4,958)	-25%
Electricity		1,247		1,037		210		5,160		7,258		(2,099)	-29%
Gas		265		558		(293)		3,140		3,907		(767)	-20%
Sewer		1,821		2,128		(306)		10,582		14,894		(4,312)	-29%
<b>Total Utilities</b>	<b>\$</b>	<b>6,163</b>	<b>\$</b>	<b>6,515</b>	<b>\$</b>	<b>(352)</b>	<b>\$</b>	<b>33,467</b>	<b>\$</b>	<b>45,603</b>	<b>\$</b>	<b>(12,136)</b>	<b>-27%</b>

**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	\$	2,804		\$	3,231		\$	(427)		\$	20,478		\$	22,619		\$	(2,141)		-9%
Maintenance - Materials & Other		846			2,892			(2,046)			12,847			20,242			(7,395)		-37%
Maintenance and Operations Contracts		5,995			7,074			(1,079)			43,045			49,521			(6,475)		-13%
Employee Benefit Contributions - Maintenance		531			1,216			(685)			5,223			8,509			(3,286)		-39%
<b>Total Maintenance</b>		<b>10,176</b>			<b>14,413</b>			<b>(4,237)</b>			<b>81,593</b>			<b>100,890</b>			<b>(19,297)</b>		-19%
<b>Total Insurance Premiums</b>		<b>10,327</b>			<b>9,785</b>			<b>542</b>			<b>72,478</b>			<b>68,492</b>			<b>3,987</b>		6%
Other General Expenses		86			50			36			748			350			398		114%
Compensated Absences		382			-			382			5,418			-			5,418		
Property Taxes		1,950			1,950			(0)			13,649			13,649			(0)		0%
Bad debt - Tenant Rents		-			83			(83)			-			583			(583)		-100%
<b>Total Other General Expenses</b>		<b>2,417</b>			<b>2,083</b>			<b>334</b>			<b>19,815</b>			<b>14,582</b>			<b>5,233</b>		36%
Interest of Mortgage (or Bonds) Payable		3,184			3,139			45			21,989			21,974			16		0%
Interest on Notes Payable (Seller Financing)		6,714			6,714			-			46,995			46,995			-		0%
Amortization of Loan Costs		1,664			1,664			-			11,646			11,646			-		0%
<b>Total Interest Expense and Amortization Cost</b>		<b>11,561</b>			<b>11,516</b>			<b>45</b>			<b>80,630</b>			<b>80,614</b>			<b>16</b>		0%
<b>Total Operating Expenses</b>	<b>\$</b>	<b>51,318</b>		<b>\$</b>	<b>54,107</b>		<b>\$</b>	<b>(2,789)</b>		<b>\$</b>	<b>355,321</b>		<b>\$</b>	<b>378,747</b>		<b>\$</b>	<b>(23,426)</b>		-6%
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$</b>	<b>4,601</b>		<b>\$</b>	<b>570</b>		<b>\$</b>	<b>4,032</b>		<b>\$</b>	<b>128,112</b>		<b>\$</b>	<b>3,989</b>		<b>\$</b>	<b>124,124</b>		3112%
Extraordinary Maintenance		2,198			-			2,198			7,524			-			7,524		
Depreciation Expense		18,807			18,774			33			131,643			131,421			222		0%
<b>Total Expenses</b>	<b>\$</b>	<b>72,322</b>		<b>\$</b>	<b>72,881</b>		<b>\$</b>	<b>(559)</b>		<b>\$</b>	<b>494,488</b>		<b>\$</b>	<b>510,168</b>		<b>\$</b>	<b>(15,680)</b>		-3%
<b>Net Gain (Loss)</b>	<b>\$</b>	<b>(16,403)</b>		<b>\$</b>	<b>(18,205)</b>		<b>\$</b>	<b>1,801</b>		<b>\$</b>	<b>(11,055)</b>		<b>\$</b>	<b>(127,432)</b>		<b>\$</b>	<b>116,378</b>		-91%

**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	\$	12,451	\$	9,646	\$	2,805	\$	78,586	\$	67,524	\$	11,062	16%
Rental Subsidies		6,849		8,301		(1,452)		51,639		58,109		(6,470)	-11%
Vacancy Loss		(1,655)		(467)		(1,189)		(3,511)		(3,267)		(244)	7%
Net Rental Revenue		<b>17,645</b>		<b>17,481</b>		<b>164</b>		<b>126,714</b>		<b>122,366</b>		<b>4,348</b>	<b>4%</b>
Tenant Revenue - Other		62		83		(22)		1,022		583		439	
<b>Total Tenant Revenue</b>		<b>17,707</b>		<b>17,564</b>		<b>142</b>		<b>127,737</b>		<b>122,950</b>		<b>4,787</b>	<b>4%</b>
Investment Income - Unrestricted		487		673		(186)		3,828		4,713		(886)	-19%
Other Revenue		893		302		591		3,746		2,112		1,634	77%
<b>Total Revenue</b>	<b>\$</b>	<b>19,087</b>	<b>\$</b>	<b>18,539</b>	<b>\$</b>	<b>548</b>	<b>\$</b>	<b>135,310</b>	<b>\$</b>	<b>129,775</b>	<b>\$</b>	<b>5,536</b>	<b>4%</b>
Administrative Salaries		965		938		28		5,261		6,565		(1,304)	-20%
Auditing Fees		1,183		330		853		8,283		2,312		5,972	258%
Property Management Fee		930		882		48		6,574		6,174		400	6%
Asset Management Fees		1,346		1,370		(24)		7,976		9,588		(1,611)	-17%
Employee Benefit contributions - Administrative		309		298		11		1,804		2,085		(281)	-13%
Office Expenses		550		271		280		3,706		1,896		1,810	95%
Legal Expense		-		63		(63)		550		438		112	26%
Training & Travel		-		33		(33)		282		233		49	21%
Other		69		292		(223)		624		2,042		(1,418)	-69%
<b>Total Operating - Administrative</b>		<b>5,352</b>		<b>4,476</b>		<b>877</b>		<b>35,060</b>		<b>31,332</b>		<b>3,728</b>	<b>12%</b>
<b>Total Tenant Services</b>		<b>25</b>		<b>51</b>		<b>(26)</b>		<b>223</b>		<b>355</b>		<b>(132)</b>	<b>-37%</b>
Water		392		300		92		2,429		2,101		329	16%
Electricity		2,083		1,159		924		9,222		8,112		1,110	14%
Gas		189		458		(268)		3,366		3,205		161	5%
Sewer		234		199		35		1,546		1,393		153	11%
<b>Total Utilities</b>	<b>\$</b>	<b>2,898</b>	<b>\$</b>	<b>2,116</b>	<b>\$</b>	<b>782</b>	<b>\$</b>	<b>16,563</b>	<b>\$</b>	<b>14,810</b>	<b>\$</b>	<b>1,753</b>	<b>12%</b>

**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	\$ 933	\$ 1,077	\$ (145)	\$ 7,002	\$ 7,540	\$ (537)	-7%
Maintenance - Materials & Other	2,093	888	1,205	8,488	6,213	2,275	37%
Maintenance and Operations Contracts	2,668	1,907	762	14,198	13,347	851	6%
Employee Benefit Contributions - Maintenance	178	405	(228)	1,761	2,836	(1,075)	-38%
<b>Total Maintenance</b>	<b>5,871</b>	<b>4,276</b>	<b>1,595</b>	<b>31,449</b>	<b>29,935</b>	<b>1,514</b>	5%
<b>Total Protective Services</b>	<b>1,280</b>	<b>1,389</b>	<b>(108)</b>	<b>8,434</b>	<b>9,722</b>	<b>(1,287)</b>	-13%
<b>Total Insurance Premiums</b>	<b>3,434</b>	<b>1,568</b>	<b>1,866</b>	<b>22,284</b>	<b>10,978</b>	<b>11,306</b>	103%
Other General Expenses	18	92	(74)	284	642	(358)	-56%
Compensated Absences	176	-	176	2,146	-	2,146	
Taxes	625	625	-	4,375	4,375	-	0%
Bad debt - Tenant Rents	-	333	(333)	-	2,333	(2,333)	-100%
<b>Total Other General Expenses</b>	<b>819</b>	<b>1,050</b>	<b>(231)</b>	<b>6,805</b>	<b>7,350</b>	<b>(545)</b>	-7%
Interest of Mortgage (or Bonds) Payable	652	675	(23)	4,510	4,725	(215)	-5%
Amortization of Loan Costs	681	681	0	4,765	4,765	0	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>1,333</b>	<b>1,356</b>	<b>(23)</b>	<b>9,274</b>	<b>9,490</b>	<b>(215)</b>	-2%
<b>Total Operating Expenses</b>	<b>\$ 21,013</b>	<b>\$ 16,282</b>	<b>\$ 4,732</b>	<b>\$ 130,092</b>	<b>\$ 113,971</b>	<b>\$ 16,121</b>	14%
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ (1,926)</b>	<b>\$ 2,258</b>	<b>\$ (4,184)</b>	<b>\$ 5,218</b>	<b>\$ 15,803</b>	<b>\$ (10,585)</b>	-67%
Extraordinary Maintenance	-	-	-	4,950	-	4,950	
Depreciation Expense	10,321	10,277	44	72,248	71,939	309	0%
<b>Total Expenses</b>	<b>\$ 31,334</b>	<b>\$ 26,559</b>	<b>\$ 4,776</b>	<b>\$ 207,290</b>	<b>\$ 185,910</b>	<b>\$ 21,379</b>	11%
<b>Net Gain (Loss)</b>	<b>\$ (12,247)</b>	<b>\$ (8,019)</b>	<b>\$ (4,228)</b>	<b>\$ (71,979)</b>	<b>\$ (56,136)</b>	<b>\$ (15,844)</b>	28%

**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	\$	14,039	\$	17,239	\$	(3,199)	\$	93,760	\$	120,670	\$	(26,910)	-22%
Rental Subsidies		20,308		17,165		3,143		146,669		120,154		26,515	22%
Vacancy Loss		(2,055)		(1,157)		(898)		(17,030)		(8,099)		(8,931)	110%
Net Rental Revenue		<b>32,292</b>		<b>33,246</b>		<b>(954)</b>		<b>223,399</b>		<b>232,725</b>		<b>(9,326)</b>	<b>-4%</b>
Tenant Revenue - Other		384		437		(54)		3,397		3,060		336	11%
<b>Total Tenant Revenue</b>		<b>32,676</b>		<b>33,684</b>		<b>(1,008)</b>		<b>226,795</b>		<b>235,785</b>		<b>(8,990)</b>	<b>-4%</b>
Investment Income - Unrestricted		339		844		(505)		4,780		5,905		(1,125)	-19%
Other Revenue		-		375		(375)		892		2,628		(1,736)	-66%
<b>Total Revenue</b>	<b>\$</b>	<b>33,014</b>	<b>\$</b>	<b>34,903</b>	<b>\$</b>	<b>(1,888)</b>	<b>\$</b>	<b>232,467</b>	<b>\$</b>	<b>244,318</b>	<b>\$</b>	<b>(11,850)</b>	<b>-5%</b>
Administrative Salaries		2,756		3,569		(812)		20,219		24,980		(4,761)	-19%
Auditing Fees		1,183		713		470		8,283		4,993		3,290	66%
Property Management Fee		1,961		1,856		104		13,673		12,994		680	5%
Asset Management Fees		769		769		-		5,381		5,381		0	0%
Advertising and Marketing		-		6		(6)		-		44		(44)	-100%
Employee Benefit contributions - Administrative		563		795		(232)		4,282		5,562		(1,280)	-23%
Office Expenses		608		459		149		2,941		3,212		(271)	-8%
Legal Expense		319		21		298		1,333		150		1,182	787%
Training & Travel		-		58		(58)		651		408		243	59%
Other		55		212		(157)		2,238		1,485		753	51%
<b>Total Operating - Administrative</b>		<b>8,214</b>		<b>8,458</b>		<b>(245)</b>		<b>59,000</b>		<b>59,209</b>		<b>(209)</b>	<b>0%</b>
<b>Total Tenant Services</b>		<b>50</b>		<b>202</b>		<b>(152)</b>		<b>575</b>		<b>1,415</b>		<b>(840)</b>	<b>-59%</b>
Water		2,977		1,278		1,699		12,468		8,945		3,523	39%
Electricity		478		552		(74)		3,598		3,867		(270)	-7%
Gas		40		260		(221)		1,208		1,823		(616)	-34%
Sewer		1,776		1,078		698		9,216		7,549		1,667	22%
<b>Total Utilities</b>	<b>\$</b>	<b>5,271</b>	<b>\$</b>	<b>3,169</b>	<b>\$</b>	<b>2,102</b>	<b>\$</b>	<b>26,490</b>	<b>\$</b>	<b>22,185</b>	<b>\$</b>	<b>4,305</b>	<b>19%</b>

**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	\$	3,116	\$	3,095	\$	21	\$	20,116	\$	21,663	\$	(1,547)	-7%
Maintenance - Materials & Other		2,026		1,764		262		14,753		12,347		2,406	19%
Maintenance and Operations Contracts		3,499		2,714		785		29,277		18,998		10,279	54%
Employee Benefit Contributions - Maintenance		1,185		1,262		(77)		8,190		8,836		(646)	-7%
<b>Total Maintenance</b>		<b>9,826</b>		<b>8,835</b>		<b>991</b>		<b>72,336</b>		<b>61,844</b>		<b>10,492</b>	<b>17%</b>
<b>Total Insurance Premiums</b>		<b>9,370</b>		<b>5,928</b>		<b>3,442</b>		<b>80,188</b>		<b>41,493</b>		<b>38,695</b>	<b>93%</b>
Other General Expenses		182		83		98		860		583		277	47%
Compensated Absences		953		-		953		7,399		-		7,399	
Property Taxes		1,667		1,667		-		11,667		11,667		-	0%
Bad debt - Tenant Rents		-		644		(644)		(200)		4,506		(4,706)	-104%
<b>Total Other General Expenses</b>		<b>2,801</b>		<b>2,394</b>		<b>408</b>		<b>19,726</b>		<b>16,756</b>		<b>2,970</b>	<b>18%</b>
Interest of Mortgage (or Bonds) Payable		599		617		(18)		4,224		4,318		(95)	-2%
Interest on Notes Payable		1,268		1,268		-		8,875		8,875		-	0%
Amortization of Loan Costs		526		526		0		3,685		3,685		0	0%
<b>Total Interest Expense and Amortization Cost</b>		<b>2,394</b>		<b>2,411</b>		<b>(17)</b>		<b>16,784</b>		<b>16,879</b>		<b>(95)</b>	<b>-1%</b>
<b>Total Operating Expenses</b>	<b>\$</b>	<b>37,925</b>	<b>\$</b>	<b>31,397</b>	<b>\$</b>	<b>6,528</b>	<b>\$</b>	<b>275,098</b>	<b>\$</b>	<b>219,781</b>	<b>\$</b>	<b>55,318</b>	<b>25%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$</b>	<b>(4,911)</b>	<b>\$</b>	<b>3,505</b>	<b>\$</b>	<b>(8,416)</b>	<b>\$</b>	<b>(42,631)</b>	<b>\$</b>	<b>24,537</b>	<b>\$</b>	<b>(67,168)</b>	<b>-274%</b>
Extraordinary Maintenance		-		-		-		1,097		-		1,097	
Depreciation Expense		21,756		24,812		(3,056)		152,289		173,683		(21,394)	-12%
<b>Total Expenses</b>	<b>\$</b>	<b>59,681</b>	<b>\$</b>	<b>56,209</b>	<b>\$</b>	<b>3,472</b>	<b>\$</b>	<b>428,484</b>	<b>\$</b>	<b>393,464</b>	<b>\$</b>	<b>35,020</b>	<b>9%</b>
<b>Net Gain (Loss)</b>	<b>\$</b>	<b>(26,667)</b>	<b>\$</b>	<b>(21,307)</b>	<b>\$</b>	<b>(5,360)</b>	<b>\$</b>	<b>(196,017)</b>	<b>\$</b>	<b>(149,146)</b>	<b>\$</b>	<b>(46,870)</b>	<b>31%</b>

**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	\$	8,566	\$	9,697	\$	(1,131)	\$	64,644	\$	67,880	\$	(3,237)	-5%
Rental Subsidies		12,448		10,602		1,846		82,454		74,215		8,239	11%
Vacancy Loss		(342)		(1,090)		748		(5,755)		(7,631)		1,876	-25%
Net Rental Revenue		<b>20,672</b>		<b>19,209</b>		<b>1,463</b>		<b>141,343</b>		<b>134,465</b>		<b>6,879</b>	<b>5%</b>
Tenant Revenue - Other		425		116		309		712		813		(102)	-13%
<b>Total Tenant Revenue</b>		<b>21,097</b>		<b>19,325</b>		<b>1,771</b>		<b>142,055</b>		<b>135,278</b>		<b>6,777</b>	<b>5%</b>
Investment Income - Unrestricted		453		664		(211)		3,929		4,645		(717)	-15%
Other Revenue		419		25		394		419		177		243	137%
<b>Total Revenue</b>	<b>\$</b>	<b>21,969</b>	<b>\$</b>	<b>20,014</b>	<b>\$</b>	<b>1,955</b>	<b>\$</b>	<b>146,403</b>	<b>\$</b>	<b>140,100</b>	<b>\$</b>	<b>6,303</b>	<b>4%</b>
Administrative Salaries		1,105		1,628		(524)		9,385		11,396		(2,011)	-18%
Auditing Fees		1,183		476		708		8,283		3,329		4,954	0%
Property Management Fee		1,291		1,144		147		8,548		8,009		539	7%
Asset Management Fees		769		769		-		5,381		5,381		0	0%
Advertising and Marketing		-		-		-		-		-		-	-
Employee Benefit contributions - Administrative		307		411		(104)		2,399		2,880		(481)	-17%
Office Expenses		236		301		(65)		1,229		2,104		(874)	-42%
Legal Expense		-		43		(43)		-		300		(300)	-100%
Training & Travel		-		42		(42)		182		292		(110)	-38%
Other		134		129		5		1,465		905		561	62%
<b>Total Operating - Administrative</b>		<b>5,025</b>		<b>4,942</b>		<b>83</b>		<b>36,873</b>		<b>34,596</b>		<b>2,277</b>	<b>7%</b>
<b>Total Tenant Services</b>		<b>25</b>		<b>126</b>		<b>(101)</b>		<b>141</b>		<b>880</b>		<b>(739)</b>	<b>-84%</b>
Water		3,043		1,202		1,842		12,886		8,412		4,474	53%
Electricity		37		253		(216)		1,268		1,770		(502)	-28%
Gas		30		171		(141)		637		1,198		(561)	-47%
Sewer		1,798		849		949		9,542		5,941		3,601	61%
<b>Total Utilities</b>	<b>\$</b>	<b>4,908</b>	<b>\$</b>	<b>2,474</b>	<b>\$</b>	<b>2,433</b>	<b>\$</b>	<b>24,333</b>	<b>\$</b>	<b>17,320</b>	<b>\$</b>	<b>7,013</b>	<b>40%</b>

**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	\$	1,054	\$	1,032	\$	22	\$	6,807	\$	7,221	\$	(414)	-6%
Maintenance - Materials & Other		408		1,043		(635)		3,547		7,300		(3,753)	-51%
Maintenance and Operations Contracts		2,070		2,918		(848)		20,217		20,428		(210)	-1%
Employee Benefit Contributions - Maintenance		399		421		(21)		2,747		2,945		(198)	-7%
<b>Total Maintenance</b>		<b>3,931</b>		<b>5,413</b>		<b>(1,482)</b>		<b>33,319</b>		<b>37,894</b>		<b>(4,575)</b>	-12%
<b>Total Insurance Premiums</b>		<b>4,171</b>		<b>2,963</b>		<b>1,208</b>		<b>36,711</b>		<b>20,742</b>		<b>15,969</b>	77%
Other General Expenses		36		42		(6)		241		292		(51)	-17%
Compensated Absences		403		-		403		2,832		-		2,832	
Property Taxes		1,167		1,167		-		8,167		8,167		-	0%
Bad debt - Tenant Rents		-		183		(183)		-		1,283		(1,283)	-100%
<b>Total Other General Expenses</b>		<b>1,605</b>		<b>1,392</b>		<b>214</b>		<b>11,240</b>		<b>9,742</b>		<b>1,498</b>	15%
Interest on Notes Payable		2,676		2,676		0		18,730		18,730		0	0%
Amortization of Loan Costs		271		271		0		1,895		1,895		0	0%
<b>Total Interest Expense and Amortization Cost</b>		<b>2,946</b>		<b>2,946</b>		<b>0</b>		<b>20,625</b>		<b>20,625</b>		<b>0</b>	0%
<b>Total Operating Expenses</b>	\$	<b>22,611</b>	\$	<b>20,257</b>	\$	<b>2,355</b>	\$	<b>163,241</b>	\$	<b>141,798</b>	\$	<b>21,443</b>	15%
<b>Excess of Operating Revenue over Operating Expenses</b>	\$	<b>(642)</b>	\$	<b>(243)</b>	\$	<b>(400)</b>	\$	<b>(16,838)</b>	\$	<b>(1,698)</b>	\$	<b>(15,140)</b>	892%
Extraordinary Maintenance		3,948		-		3,948		3,948		-		3,948	
Depreciation Expense		11,512		11,974		(462)		80,584		83,816		(3,232)	-4%
<b>Total Expenses</b>	\$	<b>38,071</b>	\$	<b>32,231</b>	\$	<b>5,840</b>	\$	<b>247,773</b>	\$	<b>225,614</b>	\$	<b>22,159</b>	10%
<b>Net Gain (Loss)</b>	\$	<b>(16,102)</b>	\$	<b>(12,216)</b>	\$	<b>(3,886)</b>	\$	<b>(101,370)</b>	\$	<b>(85,514)</b>	\$	<b>(15,855)</b>	19%

**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	\$ -	\$ -	\$ 176,485	\$ 176,485	\$ 234,397	\$ (57,911)	-25%
Asset Management Fee	-	-	8,400	8,400	8,400	-	0%
Book Keeping Fee	-	-	94,545	94,545	92,785	1,760	2%
<b>Fee Revenue</b>	-	-	<b>279,430</b>	<b>279,430</b>	<b>335,582</b>	<b>\$ (56,151)</b>	<b>-17%</b>
Interest Income	9,180	10,886	7,591	27,657	25,427	2,230	9%
Investment Income	9,049	455,209	-	464,258	464,567	(309)	0%
Other Revenue	100,666	323,259	1,000	424,925	372,965	51,960	14%
Gain or Loss on Sale of Capital Assets	-	22,642	-	22,642	-	22,642	
<b>Total Revenue</b>	<b>\$ 118,895</b>	<b>\$ 811,996</b>	<b>\$ 288,021</b>	<b>\$ 1,218,912</b>	<b>\$ 1,198,540</b>	<b>\$ 20,372</b>	<b>2%</b>
Administrative Salaries	60,820	177,197	190,813	428,830	545,009	(116,178)	-21%
Auditing Fees	-	2,662	5,779	8,441	10,413	(1,972)	-19%
Advertising and Marketing	-	1,809	-	1,809	1,458	351	24%
Employee Benefits - Admin.	14,627	43,732	45,316	103,676	156,087	(52,411)	-34%
Office Expenses	2,098	10,989	46,876	59,963	70,220	(10,257)	-15%
Legal Expense	-	-	17,256	17,256	13,738	3,518	26%
Training & Travel	227	1,451	2,616	4,295	11,083	(6,788)	-61%
Other	3,839	57,929	7,712	69,480	16,571	52,908	319%
<b>Total Operating - Administration</b>	<b>81,611</b>	<b>295,770</b>	<b>316,368</b>	<b>693,749</b>	<b>824,578</b>	<b>(130,829)</b>	<b>-16%</b>
Water	-	409	143	553	766	(213)	-28%
Electricity	-	2,187	1,388	3,574	4,207	(632)	-15%
Gas	-	1,355	320	1,675	1,746	(71)	-4%
Sewer	-	279	77	357	453	(97)	-21%
<b>Total Utilities</b>	-	<b>4,230</b>	<b>1,929</b>	<b>6,159</b>	<b>7,172</b>	<b>(1,013)</b>	<b>-14%</b>
Maintenance - Labor	-	-	-	-	-	-	
Maintenance - Materials	-	7	1,141	1,148	1,833	(685)	-37%
Maint Contracts, Miscellaneous	-	67	127	195	2,313	(2,119)	-92%
Maint Contracts-Trash Removal	-	522	-	522	753	(231)	-31%
Maint Contracts-Heating & Cooling	-	-	-	-	-	-	
Maint Contracts-Snow Removal	-	-	-	-	-	-	
Maint Contracts-Elevators	-	-	-	-	-	-	
Maint Contracts-Landscape & Grounds	-	-	2,322	2,322	3,697	(1,375)	-37%
Maint Contracts-Unit Turnaround	-	-	-	-	-	-	
Maint Contracts-Electrical	-	-	-	-	-	-	
Maint Contracts-Plumbing	-	-	-	-	72	(72)	
Maint Contracts-Extermination	-	-	-	-	-	-	
Maint Contracts-Janitorial	-	888	888	1,776	4,657	(2,881)	-62%
Maintenance Contracts	-	1,477	3,337	4,815	11,492	(6,677)	-58%
Employee Benefits - Maint.	-	-	-	-	-	-	
<b>Total Maintenance</b>	-	<b>1,484</b>	<b>4,478</b>	<b>5,962</b>	<b>13,324</b>	<b>(7,362)</b>	<b>-55%</b>
<b>Total Insurance Premiums</b>	<b>1,620</b>	<b>14,089</b>	<b>6,922</b>	<b>22,631</b>	<b>15,303</b>	<b>7,327</b>	<b>48%</b>
<b>Other General Expenses</b>	<b>42,434</b>	<b>47,592</b>	<b>437</b>	<b>90,464</b>	<b>51,904</b>	<b>38,559</b>	<b>74%</b>
<b>Compensated Absences</b>	<b>2,113</b>	<b>6,573</b>	<b>7,525</b>	<b>16,210</b>	-	<b>16,210</b>	
<b>Total Other Expenses</b>	<b>44,547</b>	<b>54,164</b>	<b>7,963</b>	<b>106,674</b>	<b>51,904</b>	<b>54,770</b>	<b>106%</b>
Interest of Bonds Payable	-	173,989	-	173,989	180,680	(6,691)	-4%
Interest on Notes Payable	-	12,954	-	12,954	13,071	(117)	-1%
<b>Total Interest/Amortization</b>	-	<b>186,943</b>	-	<b>186,943</b>	<b>193,751</b>	<b>(6,808)</b>	<b>-4%</b>
<b>Total Operating Expenses</b>	<b>\$ 127,778</b>	<b>\$ 556,680</b>	<b>\$ 337,659</b>	<b>\$ 1,022,118</b>	<b>\$ 1,106,033</b>	<b>\$ (83,915)</b>	<b>-8%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ (8,883)</b>	<b>\$ 255,316</b>	<b>\$ (49,638)</b>	<b>\$ 196,795</b>	<b>\$ 92,508</b>	<b>\$ 104,287</b>	<b>113%</b>
Depreciation Expense	-	13,580	697	14,277	21,751	(7,474)	-34%
<b>Total Expenses</b>	<b>\$ 127,778</b>	<b>\$ 570,260</b>	<b>\$ 338,356</b>	<b>\$ 1,036,395</b>	<b>\$ 1,127,783</b>	<b>\$ (91,389)</b>	<b>-8%</b>
<b>Net Gain (Loss)</b>	<b>\$ (8,883)</b>	<b>\$ 241,736</b>	<b>\$ (50,335)</b>	<b>\$ 182,518</b>	<b>\$ 70,757</b>	<b>\$ 111,761</b>	<b>158%</b>



# 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](http://www.ColumbiaHA.com)

Department Source: Affordable Housing Development  
To: CHA Board of Commissioners  
From: CEO & Staff  
CHA Board of Commissioners Meeting Date: September 17, 2025  
Re: Affordable Housing Development

## Executive Summary

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

## Discussion

### **Kinney Point:**

- Buildings 7-11 were completed in July and all units have been leased.
- Construction of buildings 1-6 are anticipated to be complete at the end of November.

### **Park Avenue:**

- Closing of Park Avenue occurred July 24, 2025.
- Relocation for blocks 1 and 2 are complete.
- Reclamation of AC refrigerant and asbestos abatement is completed.
- Demolition began last week.

### **Providence Walkway:**

- The survey and plat were approved at the August 18<sup>th</sup> City Council meeting, however additional approvals will be needed in order to fully complete the project and CHA staff are working with title, legal, city and investor to obtain final approvals.
- Bid for construction was received August 8<sup>th</sup> and pricing aligned with existing sources.
- Firm submission to MHDC was completed on August 15<sup>th</sup>.
- The development team continues to work on Firm Submission and RAD Resource documents with a projected closing in the first quarter of 2026.

### **Blind Boone Apartments:**

- The survey and plat were approved at the August 18<sup>th</sup> City Council meeting, however additional approvals will be needed in order to fully complete the project and CHA staff are working with title, legal, city and investor to obtain final approvals.
- Bid for construction was received August 25<sup>th</sup> and pricing aligned with existing sources.
- Firm Submission to MHDC was completed on August 29<sup>th</sup>.
- The development team continues to work on Firm Submission and RAD Resource documents with a projected closing in the first or second quarter of 2026.

## 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: September 17, 2025

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 August 2025.

## Discussion

In August, eight (8) families moved in or transferred units, and eleven (11) families moved out or transferred units. Of the eleven (11) families that moved out or transferred units, three (3) households were transferred, one (1) tenant passed away, one (1) tenant was terminated, five (5) households moved to the private sector, and one (1) family abandoned their unit. Out of 622 LIHTC/PBV units there were twenty-five (25) vacant as of August 31, 2025, which is an overall occupancy rate of 96%. Of the twenty-five (25) vacant LIHTC/PBV units, eight (8) were vacant over 60 days. Seven (7) intents to vacate were submitted by participants. Seven (7) non-payment terminations were issued, and nine (9) terminations were issued for reasons other than non-payment.

## Recommended Commission Action

Review and consider the monthly report.

## Property Management Report for August 2025

Property	Total units	Occupancy for August 31, 2024	Occupancy for August 31, 2025	Occupancy as of 9/12/2025	#Vacant units ≤ 60 days as of 8/31/25	#Vacant units > 61 days as of 8/31/25	Move-in August 2025	Move-outs August 2025	Rent unpaid for August 2025	Rents delinquent 31-60	Rents delinquent 61-90	Rents delinquent 90+	Retro Rents (repayment agreements)
Amp 1 - PH	50	68%	94%	94%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bear Creek	76	97%	95%	95%	0	4	0	1	\$11,354.35	\$4,670.01	\$2,270.08	\$ 4,568.26	\$13163.17 (15)
Oak Tower	147	99%	97%	96%	4	1	0	3	\$6,542.02	\$2,486.19	\$2,075.65	\$ 3,484.35	\$2669.75 (13)
Paquin Tower	200	99%	96%	96%	8	0	0	3	\$6,832.11	\$128.42	\$121.58	\$ 5,543.10	\$5787.37 (16)
Stuart Parker	84	100%	99%	99%	1	0	1	1	\$5,122.25	\$1,975.23	\$54.21	\$ 6,247.28	\$6153.74 (5)
BWW	54	96%	93%	94%	1	3	0	0	\$7,832.38	\$2,631.14	\$1,759.92	\$ 758.16	\$2921.04 (5)
BWWII	36	100%	94%	94%	2	0	1	2	\$1,824.36	\$262.87	\$64.82	\$ 898.53	\$962.51 (3)
Kinney Point	34	N/A	N/A	74%	N/A	N/A	6	0	N/A	N/A	N/A	N/A	N/A
Patriot Place	25	100%	96%	96%	1	0	0	1	\$1,135.00	\$24.77	\$0.00	\$0.00	\$0.00



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Department Source: Director of Affordable Housing Operations

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Affordable Housing Operations Compliance Reporting

## Executive Summary

This report provides an update of CHA's Affordable Housing Operations on-going compliance activities.

## Discussion

### **Affordable Housing Operations- Description of Report and On going Compliance**

MHDC Vacancy/VAWA - Monthly occupancy percentage, total number of move in and move out and any VAWA transfer request

MHDC Utility Allowance- Quarterly update/enter utility allowances for non tower LITHC properties

MHDC Down Unit Status- Monthly status update on progress and condition of uninhabitable units (3 units- Fire)

UMB Bank- Quarterly for properties with bonds- each units move in, move out, transfer, recertification reported

MHDC Exhibit A (COL/AOC)- Annual certification for all properties- each units move in, move out, transfer & recertification reported

MHDC Exhibit Z- Annual certification for properties with Service Enriched Housing (resident services, food pantry,)

IRS 8703 Annual owners certification for properties with bonds- total number of move in and move out reported

MHDC Exhibit H- Annual certification for HOME funded units- each units move in, move out, transfer, recertification reported

MHDC Exhibit K- Annual owners certification for HOME funded units certifying units are in compliance

MHDC Exhibit AHAP-35- Annual owner certification of compliance and each units move in, move out, transfer and recertification reported. This is exclusive to Mid Missouri Veterans (Patriot), initially received a donation as part of tax credits- July 31, 2026 will be the end of 10 year compliance period.



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Month	Compliance Reports Due Year-to Date	Status
January	1/10 MHDC Vacancy/VAWA Report all LIHTC properties 1/10 MHDC Utility Allowance Bear Creek, Bryant Walkway I, II 1/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I 1/20 UMB Bank 4th Quarter Bond Reports All properties 1/31 MHDC Exhibit A (COL/AOC) Bear Creek-Stuart Parker/Paquin	Complete Complete Complete Complete Complete Complete
February	2/10 MHDC Vacancy/VAWA Report all LIHTC properties. 2/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I	Complete Complete
March	3/10 MHDC Vacancy/VAWA Report all LIHTC properties. 3/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I 3/31 MHDC Exhibit Z Bear Creek, Stuart Parker/Paquin 3/31 IRS 8703 Certification for bond projects. 3/31 MHDC Exhibit H McBaine Townhomes 3/31 MHDC Exhibit K McBaine Townhomes	Comple Complete Complete Complete Complete Complete
April	4/10 MHDC Vacancy/VAWA Report all LIHTC properties 4/10 MHDC Utility Allowance Bear Creek, Bryant Walkway I, II 4/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I 4/20 UMB Bank 1st Quarter Bond Reports All properties 4/30 MHDC Exhibit A (COL/AOC) Bryant Walkway II and Oak 4/30 MHDC Exhibit K Bryant Walkway II	Complete Complete Complete Complete Complete Complete
May	5/10 MHDC Vacancy/VAWA Report all LIHTC properties 5/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I	Complete Complete
June	6/10 MHDC Vacancy/VAWA Report all LIHTC properties 6/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I 6/30 MHDC Exhibit Z Oak, Bryant Walkway II	Complete Complete Complete
July	7/10 MHDC Vacancy/ VAWA Report all LIHTC properties. 7/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I 7/20 UMB Bank 2nd Quarter Bond Reports All properties 7/31 MHDC Exhibit A (COL/AOC) Bryant Walkway I 7/31 MHDC Exhibit K Bryant Walkway I 7/31 MHDC Exhibit AHAP-35 Mid Missouri Veteran's (Patriot)	Complete Complete Complete Complete Complete Complete Complete
August	8/10 MHDC Vacancy/VAWA Report all LIHTC properties. 8/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I	Complete Complete
September	9/09 MHDC Notified Down Unit at Stuart Parker 9/10 MHDC Vacancy/VAWA Report all LIHTC properties	Complete Complete



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	9/10 MHDC Utility Allowance Bear Creek, Bryant Walkway I, II 9/10 MHDC Down Unit Status Bear Creek, Bryant Walkway I, Stuart Parker 9/30 MHDC Exhibit Z Bryant Walkway I	Complete Complete
<b>October</b>	10/10 MHDC Vacancy/VAWA Report all LIHTC properties. 10/10 MHDC Down Unit Status Bear Creek, Stuart Parker 10/20 UMB Bank 3rd Quarter Report All properties 10/31 MHDC Exhibit A (COL/AOC) Mid Missouri Veterans (Patriot)	
<b>November</b>	11/10 MHDC Vacancy/VAWA Report all LIHTC properties 11/10 MHDC Down Unit Status Bear Creek, Stuart Parker	
<b>December</b>	12/10 MHDC Vacancy/VAWA Report all LIHTC Prop. 12/10 MHDC Down Unit Status Bear Creek, Stuart Parker 12/10 MHDC Utility Allowance Bear Creek, Bryant Walkway I, II 12/31 MHDC Exhibit Z Mid Missouri Veterans (Patriot)	

## Recommended Commission Action

Review and consider the report.

- Phase 2 buildings should be torn down within the next 2 weeks.
- *Providence Walkway/Boone Apartments*
  - Construction review is ongoing.

Recommended Commission Action
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Review and consider the report.



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Department Source: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

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. There were 0 vouchers issued within the month, due to full voucher utilization. CHA added 0 new HCV lease up for the month. There were 8 attritions for a gain of 0 new participants, as of August 31, 2025. CHA still maintained 13 voucher holders searching for homes from issuances occurring in 2025.

#### HCV EOP Reasons:

Deceased-1

Terminated/Non-Compliance-1

Voucher Expired- 1

Zero HAP- 1

Port Out/Absorbed-2

Terminated/Evicted-2

### Veteran Affairs Supportive Housing (VASH) Program

The VA has shown an increase in providing chronically homeless Veterans within the community the opportunity to receive program subsidy. The VA continues to work towards utilizing the remaining VASH vouchers by providing housing for the community's homeless veterans. As of August 31, 2025, there are 148 households receiving VASH program assistance including 123 HCV + 25 PBV (Patriot Place). CHA currently has 15 HCV VASH voucher holders searching for homes.

#### HUD VASH EOP Reasons:

Terminated/Failed to Recertify-2

Removed Self- 1

Zero HAP-1

### Mainstream Vouchers

Mainstream Vouchers are reserved for non-elderly disabled individuals. CHA maintains the availability of 49 Mainstream Vouchers. As of August 31, 2025, CHA has 37 vouchers leased with 4 voucher holders searching for a home.



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## **Mainstream EOP Reasons:**

N/A

## **Continuum of Care (CoC) Program**

CHA continues to provide Continuum of Care Program vouchers to the most vulnerable chronically homeless individuals within the community. Each year CHA experiences an increase in homeless individuals and families needing safe, decent, and sanitary housing. As of August 31, 2025, CHA had 26 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. There are currently 8 voucher holders searching for a home. CHA has not requested additional referrals due to funding and the current number of leased families. CHA did receive its funding award and grant agreement for the next years’ CoC programming expenses to begin in July of 2025.

## **Continuum of Care (CoC) EOP Reasons:**

N/A

## **Emergency Housing Vouchers (EHV) Program**

CHA currently has 40 Emergency Housing Vouchers leased and 1 other with vouchers looking for housing. Just as required with the CoC program, the applicants must be added to the waitlist through the Boone County Coalition to End Homelessness (BCCEH) via a “coordinated entry” system as prescribed by the MO Balance of State, Continuum of Care. CHA is no longer accepting referrals for Emergency Housing Vouchers.

## **Emergency Housing Vouchers (EHV) Program EOP Reasons:**

N/A

## **Tenant-Based Rental Assistance (TBRA) Program**

CHA currently has 4 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:**

Voucher Searching-1

Recommended Commission Action
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Review and consider the report.

# HCV Leasing and Spending Projection

## MO007 Two-Year Voucher Forecasting Summary

9/12/2025

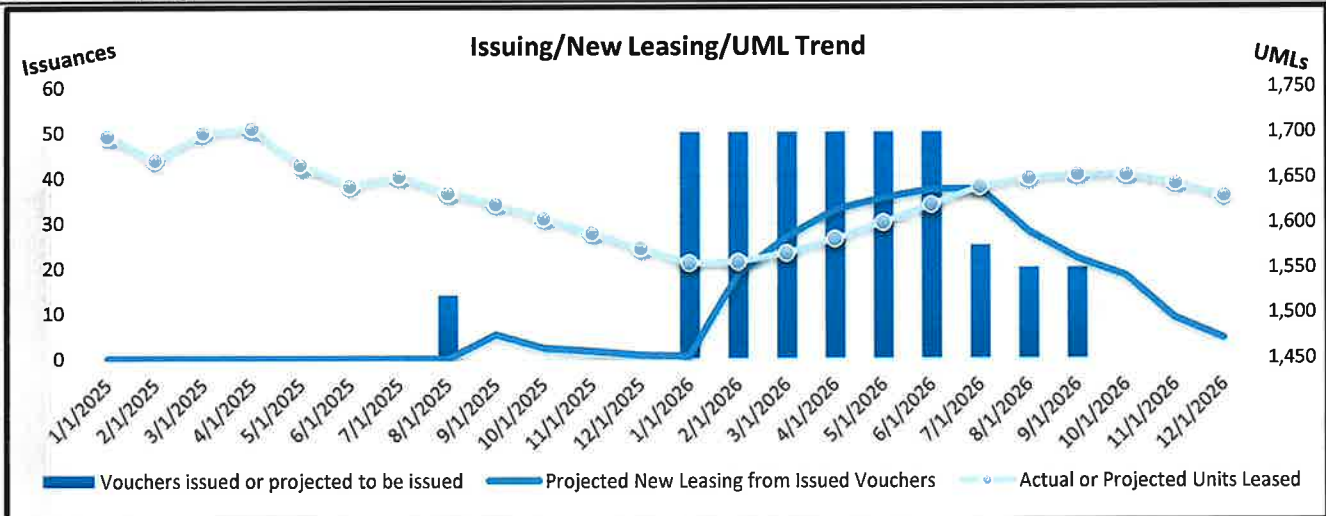
Prepared for:

Prepared by:

Using the Housing Choice Voucher (HCV) Two-Year Tool, which allows a user to examine a PHA's voucher program under a variety of leasing, per-unit cost (PUC), and other key program scenarios, the attached tool estimates the program to end the current year with -\$203,280, or -2% of budget authority. It is important to examine the program in light of the second year as well. In this scenario, MO007 will end the second year with \$459,529, or 4% of budget authority. This scenario relies upon the following key variables:

Success Rate	Attrition Rate	Time from Issuance to HAP Effective Date	
(How many issued vouchers will go to HAP)	(What percent of participants annually leave)	(How fast do successful issuances lease up)	
75%	13%	Leased in	Percent
		0-30 Days	50%
Year 1 PUC	Year 2 PUC	31-60 Days	22%
(Average monthly cost of a voucher - Year 1)	(Average monthly cost of a voucher - Year 2)	61-90 Days	16%
\$592	\$582	91-120 Days	7%
		121-150 Days	5%

After deciding upon the above variables, the largest driver of the program revolves around the decision to issue vouchers. This scenario includes issuing 14 vouchers in the first year and 365 in the second year. In addition, the tool includes 0 planned lease-ups (i.e. project-based vouchers coming online, tenant-protection vouchers) through the end of the following year. This results in a total of 10 new lease-ups this year and 271 new lease-ups next year. Please see the below graph, which shows issued vouchers and associated leasing, as well as the total program UMLs, which takes into account attrition:



Under this scenario, the PHA has no offset for next year or the following year. Additionally, the higher of this year's leased units (89.7%) or dollars (101.9%) is 101.9%, indicating full leasing indicator points in SEMAP. This is an estimate. Next year, the higher of leased units (88.4%) or dollars (96.5%) is 96.5%, indicating partial leasing indicator points in SEMAP. This is an estimate.

## MO007 Administrative Fee Overview

Based on the most recent, official (end of fiscal year) UNP, MO007 has a 2025 Calendar Year-End (CYE) UNP of \$619,576 (or 45.3% of CY 2025 Earned Admin Fees) and a 2026 CYE UNP of \$870,294 (or 64.9% of CY 2026 Earned Admin Fees). This projection uses average monthly administrative expense and carries it forward for the remaining months.



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Department Source: Resident Services

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Monthly Resident Services Report

## Executive Summary

This report summarizes the Resident Services Department's activities for July 2025.

## 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:

### Resident Services July 2025 Highlights:

- The ROSS Coordinator enrolled the required minimum of 50 participants into the program for the new grant cycle. At present, 50 of the 143 eligible participants are actively enrolled.
- July attendance at the Moving Ahead Program showed significant growth, with overall out-of-school programming units increasing by 25% compared to 2024 and by 60% compared to 2023.
- The Food Bank added Cheddar's Kitchen as a retail rescue partner, joining our ongoing weekly pickups from Target. These food donations help support families participating in the Moving Ahead Program and strengthen the food supply at the Annie Fisher Food Pantry.
- Through July, the Independent Living Coordinators have completed 13,935 case management units of service year-to-date. Demonstrating both the demand for services and the capacity of the program, providing strong justification for increasing our requested funding in the City of Columbia Social Services RFP, from the current contract amount of \$31,532 to the proposed \$60,000 for 2026–2027.
- All interim reports have been completed for the following grants: MAP City Social Service Fund, MAP Boone County Children's Services Fund, Independent Living Program City Social Service Fund, and Healthy Home Connections Boone County Children's Services Fund.
- During full-day programming, the Moving Ahead Program took trips to Bonkers, Super Splash USA, the St. Louis Zoo, the Kansas City Zoo, Columbia pools, the Science Center, and more.

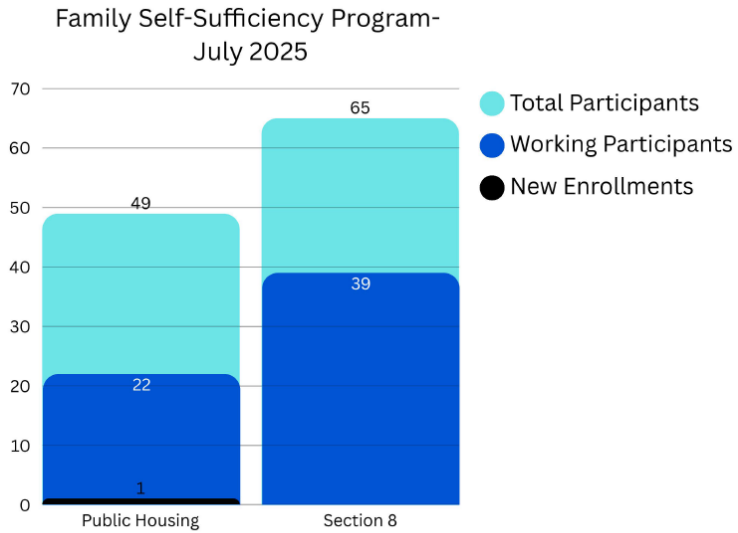


# Housing Authority of the City of Columbia, Missouri

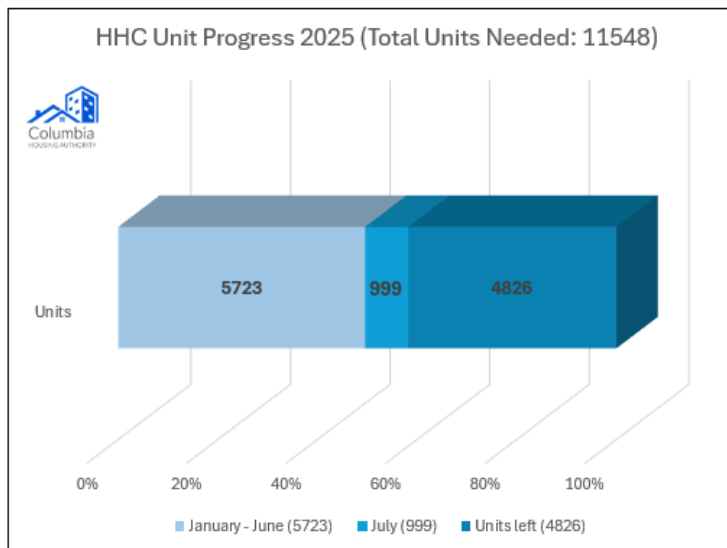
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## **Family Self Sufficiency Program (FSS) – Serving Active FSS Participants from all CHA Housing Programs**



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





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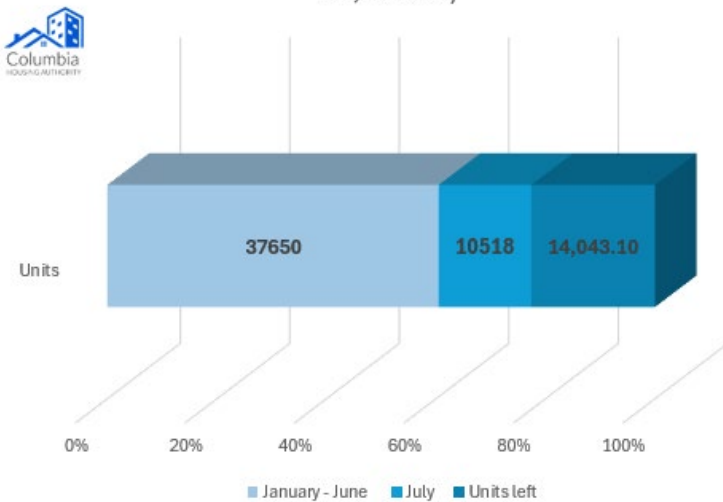
## **Independent Living Program (ILP) – Serving 55 & Over and Persons with Disabilities, All sites**

ILP Billed Unit Progress 2025 (Total Units Needed:  
3836.11)



## **Moving Ahead Program (MAP) - Afterschool and Summer Program**

MAP Billed Unit Progress 2025 (Total Units Needed:  
62,211.10 )



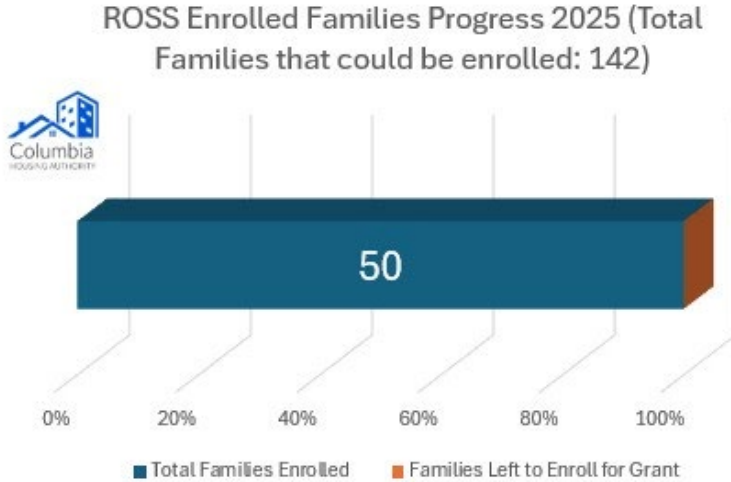


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## **Resident Opportunity and Self-Sufficiency (ROSS) – Serving residents of Amp I and Bryant Walkway I/II**



### Recommended Commission Action

Review and consider the report.



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Department Source: Safety

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Safety Report

## Executive Summary

This report provides a summary of July and August 2025, Safety Department reports and calls.

## Discussion

### Totals for CHA Safety Report:

	January	February	March	April	May	June	July	August	September	October	November	December
	2025	2025	2025	2025	2025	2025	2025	2025	2024	2024	2024	2024
Bear Creek	1	3	2	2	2	1	3	5	2	1	21	10
Bryant Walk	4	9	9	7	7	7	9	8	4	6	3	1
Downtown	1	11	9	5	6	3	6	4	4	10	5	4
Oak Towers	16	7	3	10	7	9	4	9	13	7	7	8
Patriot Place	4	4	0	4	1	3	2	2	0	1	1	2
Paquin Towers	18	13	10	19	12	8	10	16	15	8	8	23
Stuart Parker	0	7	7	3	3	5	2	3	4	3	1	2
misc												
<b>Total</b>	44	54	40	48	32	36	36	42	42	36	46	50

### CHA Safety most notable reports:

#### July

- Lease Violations: 7
- Trespass Warnings: 7      0 arrest
- Check Welfare 4
- Lockouts 3
- Assault felony 1

#### August

- Lease Violations 8
- Trespass Warnings 7      0 arrest
- Check Welfare 2
- Lockouts 6
- Disturbance persons 2
- Info reports 16
- Arrest resident 1felony/1 misdemeanor

Joint Communications log:

	January	February	March	April	May	June	July	August	September	October	November	December
	2025	2025	2025	2025	2025	2025	2025	2025	2024	2024	2024	2024
Columbia Police Response	92	67	86	127	129	106	122	142	135	162	135	147
Columbia Police Reports	8	11	25	17	12	14	11	20	11	17	8	16
Fire/Ems	102	113	81	96	86	110	101	79	94	131	102	88
Total	202	191	192	240	227	230	234	241	240	293	245	251

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](http://www.ColumbiaHA.com)

Department Source: Human Resources

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Human Resources Monthly Report

## Executive Summary

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

## Discussion

### **Current Open Positions:**

- Maintenance II (Two Openings) – Two Offers Extended
- Maintenance Mechanic I
- Housing Choice Voucher Specialist
- Assistant Affordable Housing Manager
- Moving Ahead Program Assistant – PT
- Moving Ahead Program Kitchen Manager - PT

### **July and August Staff Anniversary's**

- September 8<sup>th</sup>: Lauren Latta – 3 Years (MAP Assistant)
- September 18<sup>th</sup>: Hannah Elliott – 2 Years (Resident Services Manager)
- September 19<sup>th</sup>: Alexis Atkinson – 3 Years (Assistant Affordable Housing Manager)
- September 22<sup>nd</sup>: Shelby Johnson – 9 Years (Affordable Housing Manager II)
- September 26<sup>th</sup>: Audrey Bryan – 1 Year (MAP Assistant – PT)
- September 26<sup>th</sup>: Charlee'ette Glover – 3 Years (MAP Lead – ¾T)
- September 26<sup>th</sup>: Debbi Simmons – 14 Years (Senior Accountant)
- September 27<sup>th</sup>: Ruby Stevens – 1 Year (MAP Assistant – PT)
- September 29<sup>th</sup>: Gina McGee – 2 Years (MAP Assistant – PT)

### **New Hires**

- September 2<sup>nd</sup>: Taylor Sanders – New Hire (HCV Specialist)
- September 2<sup>nd</sup>: Lealah Plummer – New Hire (Receptionist)
- September 2<sup>nd</sup>: John Montoya – New Hire (Maintenance Mechanic I - Oak Tower)
- September 4<sup>th</sup>: Christopher Gary – New Hire (MAP Van Driver – PT)
- September 4<sup>th</sup>: Kenny Douglas – New Hire (MAP Assistant – PT)

### **HR Activities:**

- Assisted finance department with Salary Study for 2026 Budget Draft
- Preparing for 2025 Staff Performance Reviews

### **I.T. Activities:**

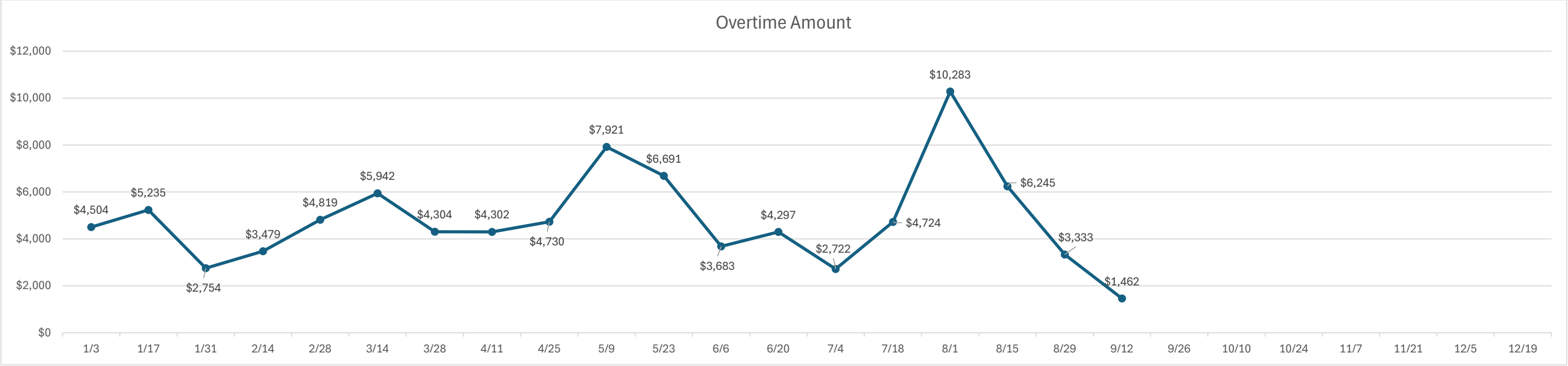
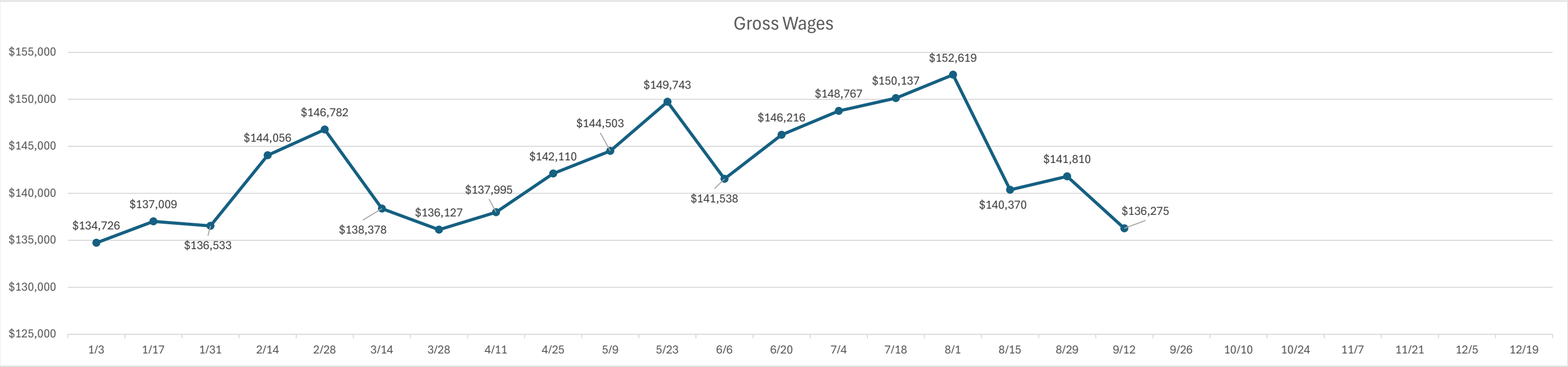
- Created computer replacement plan for 2026, 2027, and 2028
- Working with 43Tc to create networking and firewall equipment replacement plan
- Performed updates to CHA website

## Recommended Commission Action

Review and consider the report.

Columbia Housing Authority 2025 Organizational Summary

Date	1/3	1/17	1/31	2/14	2/28	3/14	3/28	4/11	4/25	5/9	5/23	6/6	6/20	7/4	7/18	8/1	8/15	8/29	9/12	9/26	10/10	10/24	11/7	11/21	12/5	12/19
Wages	\$134,726	\$137,009	\$136,533	\$144,056	\$146,782	\$138,378	\$136,127	\$137,995	\$142,110	\$144,503	\$149,743	\$141,538	\$146,216	\$148,767	\$150,137	\$152,619	\$140,370	\$141,810	\$136,275							
OT Amount	\$4,504	\$5,235	\$2,754	\$3,479	\$4,819	\$5,942	\$4,304	\$4,302	\$4,730	\$7,921	\$6,691	\$3,683	\$4,297	\$2,722	\$4,724	\$10,283	\$6,245	\$3,333	\$1,462							
OT (Hrs)	123	146	76	90	127	159	118	112	136	232	184	111	123	86	159	334	172	91	42							
Sick (Hrs)	176	166	176	265	188	116	143	336	252	170	135	205	233	150	150	219	137	198	253							
Vac. (Hrs)	615	325	242	353	215	279	242	249	272	178	413	397	152	338	430	306	310	691	318							





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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 17, 2025

Re: Current Events

## Executive Summary

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

## Discussion

8/28: Resident Advisory Board Meeting (RAB), Oak Tower. Randy and Julia

8/29: Memorial Ceremony and Tree Planting Honoring CHA Employee Jeff Blauvelt. Justin and Ashley

8/29: Patriot BBQ. Jeff Forck and Caitlin

8/30: Blind Boone Firm Submission. Mary Ann, Julia, Randy

8/31: PHA Plan and PHA Operating Budgets (Public Housing, HCV, COCC) 45-Day Public Notice Begin. David and Randy

9/3: Chamber Governmental Affairs. Randy

9/9: City HOME Unit Monitoring. Margaret and Laura

9/9: Park Avenue Police Training. Jeff Forck

9/10: County and City ARPA Consultant Meeting Update. Randy and Fulson Housing Group

9/11: Housing and Neighborhood Services Park Avenue CDBG Draw Planning Meeting. Mary Ann and Randy

9/12: Central Bank Development Financing Meeting for Blind Boone and Providence Walkway. Randy

9/17: Chamber QMB. Randy and David

9/17: Board of Commissioners Meeting

9/24: Biscuits and Gravy-Paquin Tower. Randy, Brandon, Samantha, Katrina

9/30-10/2: Chamber Leadership Visit. Randy and David

10/2: City ILP Social Services Funding Site Visit. Caitlin, Matt and Samantha

10/14: PHA Plan and PHA Operating Budgets 45-day notice end. Randy and David

10/15: PHA Plan and PHA Budgets.

## Recommended Commission Action

Review and consider the report.