



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia MO 65203

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

Open Meeting Notice

CHA Board of Commissioners Meetings

Date: Wednesday, March 18, 2026

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

Place: CHA Administration Building, 201 Switzler

- I. Call to Order/Introductions
- II. Roll Call
- III. Adoption of Agenda (*Voice Vote*)
- IV. Approval of February 18, 2026, Meeting Minutes (*Voice Vote*)
- V. Public Comment (*Limited to 5 minutes per speaker*)

PUBLIC Hearing

FY 2026 PHA Plan Amendment for Providence Walkway Apartments RAD Conversion and Public Housing Funds

RESOLUTIONS

- VI. **Resolution 3013:** Authorizing an Amendment to the FY 2026 PHA Plan for the Providence Walkway Apartments RAD Conversion and Public Housing Funds. (*Roll Call Vote*)
- VII. **Resolution 3014:** Authorizing updates to the CHA Section 8 Administrative Plan Pertaining to Corrections to Housing Assistance Payments (HAP) Retroactive to February 1, 2026. (*Roll Call Vote*)

REPORTS

- VIII. **CEO Report:** Community Engagement Meeting 505 & 507 Park, Davis St. Properties.
- IX. **FY 2025 Year-End Report**
- X. **Department Reports:** Affordable Housing Operations, Facilities and Modernization, Affordable Housing Development, Resident Services, HCV Programs, Safety and Human Resources.
- XI. Current Events

PUBLIC AND COMMISSIONER COMMENT

- XII. Public Comment (*Limited to 5 minutes per speaker*)
- XIII. Commissioner Comment
- XIV. Adjournment

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

Media Contact: Randy Cole, CEO
Phone: (573) 443-2556
E-mail: www.columbia.info@gmail.com

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



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HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING February 18, 2026, 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 February 18, 2026, 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 5:29 p.m.

II. Roll Call:

Present:

Bob Hutton, Chair
Rigel Oliveri, Commissioner, via Zoom
Steve Calloway, Commissioner
Steve Smith, Commissioner, via Zoom
Anthony Allen, Commissioner

CHA Staff:

Randy Cole, CEO
Justin Anthony, Director of Facilities and Modernization
Mary Ann Gelina, Director of Affordable Housing Development
Caitlin Hammons, Director of Resident Services
Kendra Jackson, Director of Housing Programs
Jeff Forck, Director of Safety
David Steffes, Chief Financial Officer
Darcie Hamilton, Housing Development Coordinator

III. Adoption of Agenda:

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

IV. Approval of the Minutes

Approval of January 21, 2026 Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting that occurred on January 21, 2026. Mr. Smith made a motion to approve the minutes as amended. A second was made by Mr. Hutton. All Commissioners voted “aye”. Mr. Hutton declared the minutes adopted.

V. Public Comment

None

RESOLUTIONS

Steve Calloway arrived at 5:30 pm via Zoom.

VI. Resolution 3010: Authorizing the Submission of the Annual Section Eight Management Assessment Program (SEMAP) Report to the U.S. Department of Housing and Urban Development (HUD) for the Fiscal Year Ending December 31, 2025.

Ms. Jackson reviewed the SEMAP Report that was to be approved as part of Resolution 3010. She discussed the indicators that are reviewed as part of the report as well as the samples pulled. Ms. Jackson shared that 100% of the samples met the report criteria.

Mr. Hutton asked for a motion to approve Resolution 3010. A motion to approve the resolution was made by Mr. Smith. Mr. Allen seconded the motion.

Yes: Allen, Hutton, Smith, Oliveri, Calloway

VII. Resolution 3011: Authorizing Chief Executive Officer to Implement the Use of an Independent Professional Hearing Officer for Formal Hearings and to Update Applicable Policies and Lease Provisions Through the PHA Plan and Administrative Plan Processes.

Mr. Cole reviewed Resolution 3011 explaining that full implementation would take effect at a later date and explained that this resolution would allow for the opportunity to move forward with working with the CHA Attorney to identify an Independent Professional Hearing Officer for formal hearings, as well as to update the policies related to the formal hearing process. Ms. Oliveri voiced support as there could be unexpected costs should the hearing not go as planned related to court or other costs. Mr. Cole shared that implementation would be a process and there would be a transition with the new hearing officer. Mr. Cole shared that a scope of services would be drafted including HUD guidance related to Hearing Officers. Staff would also include CHA’s attorney to draft and identify a person. Mr. Cole also stated he would bring proposals back before the board prior to moving forward with a 3rd party.

Mr. Hutton asked for a motion to approve Resolution 3011. A motion to approve the resolution was made by Ms. Oliveri. Mr. Smith seconded the motion.

Yes: Allen, Hutton, Smith, Oliveri, Calloway

VIII. Resolution 3012: Authorizing Updates to the CHA Personnel Policy Appendices Related to Resignations and Employee Separations Benefits

Mr. Cole reviewed the updates to the personnel policy. He shared that the current policy requires only two weeks’ notice at resignation. The updates proposed increasing directors and managers to four weeks’ notice, extending the CEO to 90 days’ notice and the CFO to 60 days’ notice.

Mr. Hutton asked for a motion to approve Resolution 3011. A motion to approve the resolution was made by Ms. Oliveri. Mr. Smith seconded the motion.

Yes: Allen, Hutton, Smith, Oliveri, Calloway

REPORTS

IX. CEO Report: 5-Year PHA Plan Updates, Local Funders Roundtable Results

Mr. Hutton inquired about the new format of the CEO and directors reports. Mr. Cole confirmed that the reports had been provided in a new format explaining that the new format would include the report and spreadsheet that would allow for a more dynamic report each month.

Mr. Cole went on to share the Local Funders Roundtable results and the success of the event. He shared that commentary included ideas about what more could be done as a community about affordable housing. Mr. Cole also shared that the discussion highlighted that CHA's model is unique and the services are appropriate and unduplicated in the community.

Mr. Cole outlined the 5-year plan and reviewed the handouts and slides included in the board packet. Mr. Cole shared that they were provided to the Roundtable participants also. He discussed his review of the previous 5-year plan process that included outdated information regarding Public Housing and found that CHA is a modern agency and that was reflected in the comments from the Roundtable event.

X. Monthly Financial Report

Mr. Steffes reviewed the unaudited financials through December 2025. He shared that there may be more information following the audit. Mr. Steffes commented on the stability across the organization and reviewed the LIHTC budgets.

XI. Department Reports Affordable Housing Operations, Facilities and Modernization, Affordable Housing Development, Resident Services, HCV Programs, Safety, Human Resources

Safety: Mr. Forck shared that January did not have any safety related incidents out of the ordinary, however February did have an incident that included a murder at Oak Tower. Mr. Forck explains that the security cameras at Oak Tower were very helpful to the Columbia Police Department with this incident and went on to share that staff had not had incidents with the resident charged with the crime and no indication that an incident of this type may occur. Mr. Forck also shared that the cameras at Oak Tower were also able to assist the Columbia Police Department with a robbery incident that occurred locally as well. Mr. Forck discussed that efforts made by staff to ensure that residents felt safe following these incidents which included meeting directly with residents. Discussion is had about potentially utilizing Burrell's services for residents that request additional support.

Affordable Housing Operations: Mr. Cole reviewed the Affordable Housing Operations report. He highlighted key metrics on the report spreadsheet explaining that occupancy across the properties is a key metric that staff is working on improving.

Facilities and Modernization: Mr. Anthony reviewed the Facilities and Modernization report. Mr. Anthony explained that emergency work orders require repair within 24 hours and shared examples of emergency workorders.

Affordable Housing Development: Mr. Cole reviewed the Affordable Housing Development report sharing that the Kinney Point development was going through the closeout process and staff were working to obtain the final developer fee. Mr. Cole also shared that the Park Avenue development was progressing well and residents are expected to return to the site in the next several months. Mr. Cole went on to share that the financing plans for Providence Walkway and Blind Boone projects were making good progress and a Firm Commitment from MHDC would be expected soon.

Resident Services: Ms. Hammons reviewed the Resident Services report highlighting notable staff promotions.

HCV Programs: Ms. Jackson reviewed the HCV Program report.

Human Resources: Mr. Cole reviewed the Human Resources report noting staff anniversaries for two employees reaching 36 and 24 years.

XII. Current Events

Mr. Cole reviewed the current events and highlighted the Kinney Point dedication and ribbon cutting that included former commission member Marvin Kinney's family.

PUBLIC AND COMMISSIONER COMMENT

XIII. Public Comment

None.

XIV. Commissioner Comment

Mr. Smith asked about the City's CDBG and HOME funding. Mr. Cole confirmed that the city expects funding consistent with previous years.

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.

The Board of Commissioners met in closed session with the Chief Executive Officer to discuss matters related to personnel, including organizational leadership, staffing considerations, and other matters permitted under Section 610.021(3) RSMo.

XV. Adjournment

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Mr. Smith. Seconded by Mr. Allen. Mr. Hutton called the meeting adjourned at 6:46 pm.

Bob Hutton, Chair

Date

Randall Cole, Chief Executive Officer

Date

Certification of Public Notice

I, Randall Cole, Chief Executive Officer of the Housing Authority of the City of Columbia, Missouri, do hereby certify that on February 13, 2026, I posted public notice of the February 18, 2026, 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.

Randall 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: March 18, 2026

Re: **Resolution 3013**. Amending the PHA Plan to Include the RAD Conversion of Providence Walkway and the Blind Boone Apartments.

Executive Summary

Approval of this resolution will incorporate authorize the additional public housing funds for the RAD Conversion of 25 units at Providence Walkway and 27 units at the Blind Boone Apartments. CHA received funding awards in 2024 and is required to amend and update its current PHA Plan as part of RAD Conversion, and as part of utilizing public housing funds.

Discussion

Approval of the attached resolution would authorize an amendment to the Columbia Housing Authority's (CHA) 5-Year and Annual PHA Plan to incorporate up to an additional \$250,000 in public housing funds to support the RAD conversion of 25 public housing units at Providence Walkway and 27 public housing units at Blind Boone Apartments.

Additional funding is necessary due to changes in tax credit pricing and increases in construction costs, as well as CHA's continued commitment to delivering a high-quality redevelopment project supported by a strong long-term operating pro forma.

The CHA Board of Commissioners previously approved the use of up to \$500,000 in public housing funds, which were allocated entirely to the Providence Walkway project. Based on updated project financial analysis, CHA staff now recommend increasing the Providence Walkway allocation to \$650,000 and amending the total available funding to up to \$750,000. This adjustment will provide additional funds of the remaining \$100,000 to address any unforeseen costs associated with the Blind Boone Apartments project.

CHA plans to convert 25 public housing units at Providence Walkway and 27 units at Blind Boone Apartments in accordance with Notice H-2019-9 / PIH 2019-23 (HA) governing the Rental Assistance Demonstration (RAD) program. Upon conversion to Project-Based Vouchers (PBV), the Housing Authority of the City of Columbia will adopt the resident rights, participation, waiting list, and grievance procedures outlined in the applicable HUD notice. Together, these projects represent 52 total units and constitute CHA's remaining public housing units scheduled for RAD conversion. In accordance with HUD requirements, CHA conducted the required 45-day public notice period beginning January 26, 2026. CHA staff also held an informational meeting with the CHA Resident Advisory Board (RAB) on March 5, 2026. RAB members expressed continued support for the RAD conversion and planned renovations at both Providence Walkway and Blind Boone Apartments.

Recommended Commission Action

Adopt Resolution 3013 approving an amendment to the PHA Plan.



Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 3013

A Resolution to Amend the Columbia Housing Authority's PHA Annual Plan for Fiscal Year Beginning January 1, 2026 and Ending December 31, 2026, Related to Rental Assistance Demonstration Program and the RAD Conversion of the Providence Walkway Apartments and the Blind Boone Apartments and Submission to the Department of Housing and Urban Development.

WHEREAS, the Housing Quality and Work Responsibility Act of 1998 requires each housing authority to submit Public Housing Authority (PHA) Plans to the Department of Housing and Urban Development (HUD) on an annual basis; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, has developed an Annual Plan including for the fiscal year beginning January 1, 2026 and ending December 31, 2026; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, has developed a Five-Year Plan for the fiscal year beginning January 1, 2022 and ending December 31, 2026; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, has developed an Amendment to the PHA Plan pertaining to the Rental Assistance Demonstration (RAD) Conversion of 25 units of public housing on Providence Walkway and 27 units of public housing at the Blind Boone Apartments to Project Based Vouchers (PBV); and

WHEREAS, the post-conversion number of units at the Providence Walkway Apartments is planned to be 25 with 25 PBV units; and

WHEREAS, the post-conversion number of units at the Blind Boone Apartments is planned to be 27 with 27 PBV units; and

WHEREAS, the amendment to the PHA Plan also includes the allotment of up to \$750,000 in Capital Fund/Operating Reserve to be included in the project financing plan; and

WHEREAS, the Providence Walkway Apartments project received an award of Low-Income Housing Tax Credits and local American Rescue Plan Act (ARPA) funding from the City of Columbia to finance the development of the project; and

WHEREAS, the Blind Boone Apartments project received an award of Low-Income Housing Tax Credits and local American Rescue Plan Act (ARPA) funding from the City of Columbia and the County of Boone to finance the development of the project; and

WHEREAS, public notice regarding the availability of the proposed Amendment to the PHA Annual Plan for public review has been posted and advertised for the required 45-day public comment period; and

WHEREAS, the Resident Advisory Board (RAB) of the housing authority has reviewed and provided supportive comments on the Amendment to the PHA Annual Plan; and



Housing Authority of the City of Columbia, Missouri

Board Resolution

WHEREAS, a public hearing was held on March 18, 2026, to receive comments from residents and the public; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri certifies that the housing authority is in compliance with the PHA Plan, Five-Year Plan and related regulations; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri, does hereby adopt the Resolution approving the submission of the Amendment to the PHA Annual Plan for the Fiscal Year beginning January 1, 2026, and ending December 31, 2026, to the Department of Housing and Urban Development, a copy of which is attached hereto and made a part hereof.

Bob Hutton, Chair

Randall Cole, Secretary

Adopted March 18, 2026

Attachment M – PHA Plan Amendment #1: Rental Assistance Demonstration (RAD) Conversion and Project Based Vouchers

The Housing Authority of the City of Columbia, Missouri is amending its 5-Year and Annual PHA Plan to incorporate updated plans for conversion of 25 units of public housing to Project Based Vouchers (PBV) as result of two successful Low-Income Housing Tax Credit (LIHTC) applications. CHA plans to convert 52 public housing units at the current Providence Walkway Apartments to PBV and certifies that that associated RAD conversion complies with site selection requirements set forth at [[24 CFR § 983.57 | Appendix III of PIH-Notice H2019-09/PIH 2019-23 (HA)]]. Upon conversion to PBV the current Providence Walkway Apartments will be divided into 25 units called the Providence Walkway Apartments and 27 units called the Blind Boone Apartments. The Housing Authority of the City of Columbia will adopt the resident rights, participation, waiting list and grievance procedures set forth in [[24 CFR § 983.57 | Appendix III of PIH-Notice H2019-09/PIH 2019-23 (HA)]]. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, the Housing Authority of City of Columbia is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing public housing authorities (PHAs) with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the CHA’s Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that the CHA may also borrow funds to address their capital needs. The CHA will also be contributing Capital Fund Operating Reserves in the amount of up to \$750,000 towards the conversion for the new Providence Walkway Apartments.

Please find specific information related to the RAD Conversion of the existing Providence Walkway Public Housing Development below:

Future Providence Walkway Development

| | | | |
|---------------------------------|--|---|---|
| <u>Development Name:</u> | <u>Development ID:</u> | <u>Conversion Type</u> | <u>Transfer of Assistance:</u> |
| Jesse Wrench | MO007001 | Project-Based Vouchers | N/A |
| <u>Number of Units:</u> | <u>Pre-RAD Unit Type:</u> | <u>Post-RAD Unit Type:</u> | <u>Capital Fund/Operating Reserve Allotment Towards Development:</u> |
| 25 | Mixed Population | Mixed Population | \$750,000 |
| <u>Bedroom Type</u> | <u>Number of Units Pre-Conversion</u> | <u>Number of Units Post-Conversion</u> | <u>Change in Number of Units</u> |
| One Bedroom | 6 | 6 | No Change |
| Two Bedroom | 3 | 3 | No Change |
| Three Bedroom | 4 | 4 | No change |
| Four Bedroom | 12 | 12 | No change |



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: March 18, 2026

Re: **Resolution 3014**. Administrative Plan Amendment – PHA-Caused Error Corrections (HOTMA Alignment)

Executive Summary

Approval of the attached resolution would amend the Columbia Housing Authority's Section 8 Housing Choice Voucher (HCV) Administrative Plan to align CHA policy with current HUD regulatory guidance and updates associated with the Housing Opportunity Through Modernization Act (HOTMA).

Discussion

Specifically, the amendment updates Chapter 14, Section 14-II.D (PHA-Caused Errors or Program Abuse) of the Administrative Plan. The existing CHA policy states that when a tenant has been overcharged rent due to a PHA-caused error, the correction is applied as a credit to the landlord. Current HUD guidance and regulatory interpretation require that when a family has been overcharged rent due to a PHA-caused error, the affected tenant must be credited or repaid directly, rather than correcting the amount through landlord payment adjustments.

The amendment clarifies that any tenant reimbursements resulting from PHA-caused errors will be issued directly to the tenant and paid from Section 8 Administrative Fee reserves or other unrestricted non-HAP funds, consistent with HUD guidance.

CHA's CPA consultant with specialized HUD program expertise recommended updating the Administrative Plan to ensure the policy reflects current federal requirements. The resolution would also make the amendment retroactively effective January 1, 2026, to ensure CHA's Administrative Plan aligns with current program administration practices, regulatory expectations, and corrections occurring in FY 2026.

This amendment does not change program eligibility, tenant rent calculations, or landlord payment structures. It updates the Administrative Plan to reflect the correct method of issuing reimbursements for any PHA-caused errors.

Recommended Commission Action

Adopt Resolution 3014 approving an amendment to the Administrative Plan.



Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 3014

A RESOLUTION AMENDING THE SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN TO ALIGN WITH CURRENT HUD REGULATIONS AND HOTMA IMPLEMENTATION REGARDING PHA-CAUSED ERRORS

WHEREAS, the Columbia Housing Authority (“CHA”) administers the Housing Choice Voucher Program in accordance with federal statutes, regulations of the U.S. Department of Housing and Urban Development (HUD), and policies adopted by the CHA Board of Commissioners; and

WHEREAS, CHA maintains a Section 8 Housing Choice Voucher Administrative Plan that establishes local policies for program administration consistent with HUD regulations; and

WHEREAS, HUD has issued regulatory updates and policy guidance through the Housing Opportunity Through Modernization Act of 2016 (HOTMA) and subsequent HUD notices and regulatory updates affecting the administration of the Housing Choice Voucher Program; and

WHEREAS, CHA’s CPA consultant with specialized HUD program expertise has recommended that CHA update Chapter 14, Section 14-II.D (PHA-Caused Errors or Program Abuse) of the CHA Administrative Plan to ensure alignment with current HUD regulatory requirements and HOTMA-related policy guidance; and

WHEREAS, the existing CHA Administrative Plan policy provides that when a PHA-caused error results in a tenant overpayment of rent, the PHA will apply a rent credit to the landlord; and

WHEREAS, current HUD guidance and regulatory interpretation require that when a family has been overcharged rent due to a PHA-caused error, the correction must be made by crediting or repaying the affected tenant directly, and that such repayments must be made from the PHA’s Section 8 Administrative Fee reserves or other unrestricted non-HAP funds, rather than through adjustments to landlord housing assistance payments; and

WHEREAS, CHA desires to ensure its Administrative Plan fully reflects current HUD requirements and provides clear policy guidance to staff regarding the proper handling of PHA-caused errors and tenant reimbursements; and

WHEREAS, updating the Administrative Plan policy will strengthen program integrity, ensure regulatory compliance, and provide clarity for staff in administering corrective actions when PHA-caused errors occur.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COLUMBIA HOUSING AUTHORITY THAT:

1. **Administrative Plan Amendment:** The CHA Section 8 Housing Choice Voucher Administrative Plan, Chapter 14, Section 14-II.D (PHA-Caused Errors or Program Abuse), is hereby amended to provide that when a PHA-caused error results in a family being overcharged rent or otherwise underpaid assistance, the Columbia Housing Authority shall credit or repay the affected tenant directly, consistent with current HUD regulations and HOTMA-related policy guidance.



Housing Authority of the City of Columbia, Missouri

Board Resolution

2. **Source of Repayment Funds:** Any tenant reimbursement resulting from a PHA-caused error shall be paid from Section 8 Administrative Fee reserves or other unrestricted net position funds and shall not be offset through Housing Assistance Payment (HAP) adjustments to landlords.
3. **Policy Alignment with HUD Regulations:** CHA staff are directed to administer this policy in accordance with applicable HUD regulations, including but not limited to 24 CFR Part 982 and related HOTMA regulatory updates, and any applicable HUD notices or guidance.
4. **Effective Date:** This amendment to the CHA Administrative Plan shall be retroactively effective February 1, 2026, in order to ensure CHA's Administrative Plan reflects current HUD regulatory requirements and aligns with program administration practices implemented during the 2026 program year.
5. **Administrative Implementation:** The Chief Executive Officer, or his designee, is authorized to make the necessary updates to the CHA Administrative Plan and implement any administrative procedures necessary to carry out this policy.

PASSED AND APPROVED by the Board of Commissioners of the Columbia Housing Authority this 18th day of March 2026.

Bob Hutton, Chair

Randall Cole, Secretary

Adopted March 18, 2026

14-II.D. PHA-CAUSED ERRORS OR PROGRAM ABUSE

The responsibilities and expectations of PHA staff with respect to normal program administration are discussed throughout this plan. This section specifically addresses actions of a PHA staff member that are considered errors or program abuse related to the HCV program. Additional standards of conduct may be provided in the PHA personnel policy.

PHA-caused incorrect subsidy determinations include (1) failing to correctly apply HCV rules regarding family composition, income, assets, and expenses, (2) assigning the incorrect voucher size to a family, and (3) errors in calculation.

De Minimis Errors [24 CFR 5.609(c)(4)]

The PHA will not be considered out of compliance when making annual income determinations solely due to de minimis errors in calculating family income. A de minimis error is an error where the PHA determination of family income deviates from the correct income determination by no more than \$30 per month in monthly adjusted income (\$360 in annual adjusted income) per family.

PHAs must take corrective action to credit or repay a family if the family was overcharged rent, including when PHAs make de minimis errors in the income determination. Families will not be required to repay the PHA in instances where the PHA miscalculated income resulting in a family being undercharged for rent. PHAs state in their policies how they will repay or credit a family the amount they were overcharged as a result of the PHA's de minimis error in income determination.

PHA Policy

~~The PHA will apply a rent credit to the landlord for any family overpayment of rent, regardless of whether the overpayment was the result of staff-caused error, staff program abuse, or a de minimis error.~~

When a PHA-caused error results in a family being overcharged rent or otherwise underpaid housing assistance, the PHA will provide a direct reimbursement to the affected tenant for the amount of rent overpaid.

Reimbursement will be issued directly to the tenant and will not be applied as a credit to the landlord or offset through future housing assistance payments (HAP). Payments will be issued from Section 8 administrative fee reserves or other unrestricted non-HAP funds, consistent with HUD guidance.

The PHA will document the error, the corrective calculation, and the reimbursement issued in the family's file and in the PHA's financial records.

The PHA will implement any necessary administrative corrections, internal review procedures, and staff training to prevent recurrence of the error.

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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: March 18, 2026

Re: Community Engagement Meeting CHA Park Properties Near St. Paul AME Church

Executive Summary

The Columbia Housing Authority (CHA) hosted a community engagement session at Second Missionary Baptist Church in downtown Columbia on February 23, 2026, from 6:00–7:30 p.m. The purpose of the meeting was to provide an update on the progress of the current Park Avenue redevelopment project and to obtain community feedback to help inform future redevelopment concepts for additional lots adjoining CHA’s Park Avenue property and the St. Paul AME Church at the corner of 5th Street and Park Avenue.

The meeting was attended by representatives from local nonprofit organizations, Boone County staff, the Presiding Boone County Commissioner, members of St. Paul AME Church, the pastor of Second Missionary Baptist Church, interested community members, and CHA staff.

Discussion

CHA staff provided an overview of the Park Avenue project, including construction progress to date and anticipated timelines for completion. Staff also presented information regarding adjacent properties owned by CHA that adjoin the St. Paul AME Church property, including site dimensions, zoning considerations, acreage, and other development constraints. Preliminary concepts were also discussed regarding potential partnerships with St. Paul AME Church as part of future planning efforts for the site.

Participants expressed strong support for expanding affordable housing opportunities in the area and emphasized the importance of using the site efficiently to fully realize its development potential. Several attendees noted that the site’s proximity to downtown and surrounding neighborhood amenities makes it particularly well-suited for housing and walkable urban living.

Attendees also emphasized the importance of ensuring that any future development complements the historic architecture of St. Paul AME Church and integrates thoughtfully with the surrounding neighborhood. Architectural considerations discussed included the use of brick façades and design elements that reflect the church’s historic character. Some participants referenced the church’s Gothic Revival architecture and suggested that complementary materials such as red brick and limestone accents could help ensure compatibility with the existing structure.

Several participants expressed openness to exploring building heights that could exceed the existing three-story zoning limit if pursued through the City’s Planned Development (PD) process, provided that any development remains respectful of the church and does not visually dominate or overshadow the historic structure. Comments suggested that a building in the range of approximately four to six stories could potentially balance increased housing opportunities while maintaining compatibility with the surrounding context.



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Discussion also focused on site design considerations, including revitalization of the existing alleyway to improve access, service functions, and rear parking, while maintaining the prominence and accessibility of the church. Participants generally expressed a preference for avoiding large surface parking areas or car-centric development patterns given the walkability of the location and the proximity to downtown employers, parks, schools, and community amenities.

Participants also expressed interest in incorporating flexible ground-floor spaces that could serve multiple community needs over time. Potential uses discussed included community meeting space, neighborhood services, small-scale business or nonprofit space, and other amenities that could benefit CHA residents while also strengthening connections with St. Paul AME Church and other local institutions.

Following the meeting, CHA also received additional written feedback reinforcing several themes discussed during the session. Written comments emphasized the importance of maximizing housing opportunities on the site given its proximity to downtown and the surrounding neighborhood, maintaining architectural compatibility with the church and historic neighborhood context, and designing the development in a way that supports walkability and community activity rather than emphasizing automobile-oriented design.

Participants also expressed interest in continued collaboration and suggested hosting an additional community engagement meeting at St. Paul AME Church to further discuss redevelopment concepts and gather additional input from neighborhood residents and church members.

CHA will continue to incorporate community feedback as redevelopment concepts for the adjoining properties evolve.

Recommended Commission Action

Review and consider the report.



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: March 18, 2026

Re: FY 2025 Year End Report

Executive Summary

This report provides an overview of the Columbia Housing Authority's accomplishments and operational performance from January 1, 2025, through December 31, 2025. It is intended to support the CHA Board of Commissioners in its oversight of agency performance and organizational progress. The report is structured as a technical review of departmental activities, highlighting key achievements, operational trends, and areas of challenge during FY 2025.

Discussion

The Columbia Housing Authority experienced a year of significant operational activity and continued progress across all program areas in FY 2025. CHA served 2,119 households representing 4,202 individuals with affordable housing assistance during the year. While slightly lower than FY 2024 levels of 2,227 households and 4,563 individuals served, overall program participation remained strong and consistent with CHA's mission to provide stable housing opportunities for low-income households in our community.

Housing mobility outcomes remain an important indicator of resident progress and long-term stability. In FY 2025, 57 CHA households transitioned to market-rate housing. While this represents a decrease from prior years, these transitions continue to demonstrate the important role stable housing assistance plays in helping families move toward greater independence.

CHA continued strengthening its organizational capacity across operations, finance, development, and resident services. The agency maintained strong voucher utilization and high occupancy rates across CHA-owned properties while continuing to serve a significant number of households through both tenant-based assistance and agency-owned housing.

Financially, CHA continued to grow and evolve as a more complex housing organization. Total assets increased to approximately \$72.3 million and total revenues reached approximately \$25.8 million in FY 2025. The agency also reported a positive excess of total revenues over total expenses and strengthened financial governance through improved reporting, internal controls, and the onboarding of a new Chief Financial Officer.

CHA also made substantial progress advancing its housing development pipeline. Construction was completed at Kinney Point, major construction activity continued at the Park Avenue redevelopment, and additional redevelopment projects, including Providence Walkway and Blind Boone, advanced through key financing and regulatory milestones. Together, these efforts represent approximately \$55 million in development activity focused on preserving and expanding affordable housing in Columbia.



Housing Authority of the City of Columbia, Missouri

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Across CHA-owned properties, staff maintained strong operational performance while responding to increased maintenance needs and completing capital improvements across multiple sites. Resident services programs continued to support hundreds of families through youth programming, case management, and self-sufficiency initiatives, while CHA Safety staff supported both resident well-being and community engagement across properties.

Internally, CHA continued investing in its workforce and organizational culture, ending the year with 77 employees and improved retention compared to prior years. Overall, FY 2025 reflects continued organizational growth and increasing operational complexity for the Columbia Housing Authority as it expands housing production, strengthens operations, and deepens its impact across the Columbia community.

The following sections summarize key performance highlights from each CHA department:

Finance Department-FY 2025 Performance

The Financial Data Schedule (FDS) is the standardized financial reporting format required by the U.S. Department of Housing and Urban Development (HUD) for public housing authorities. It provides a consolidated view of an agency’s financial position, including assets, liabilities, revenues, and expenses across HUD programs and related activities. The table below presents a high-level comparison of key FDS metrics for the Columbia Housing Authority for FY2021, FY2024, and FY2025. The data reflects the continued growth and financial transformation of the agency as CHA expands its housing portfolio, development initiatives, and program operations while maintaining strong financial oversight and compliance.

Over this period, CHA has experienced meaningful growth in both assets and revenues, reflecting the expansion of housing programs, significant development activity, and overall operational scale. Total assets increased from approximately \$57.6 million in FY2021 to \$72.3 million in FY2025, while total revenue grew from approximately \$16.1 million to \$25.8 million. Operating activity has also expanded, with operating revenues continuing to exceed operating expenses. Notably, the agency’s overall financial position improved from a modest deficit in earlier reporting years to a positive excess of total revenue over total expenses in FY2025, reflecting strengthened financial performance and continued organizational growth. An overview of CHA’s FDS Summary page from 2021, 2024 and 2025 are as follows:

| CHA FDS Submission Overview 2021, 2024 and 2025 | | | | |
|---|---|----------------|----------------|---------------|
| Line Item # | Description | FY2021 Total | FY2024 Total | FY2025 Total |
| 290 | Total Assets and Deferred Outflow of Resources | \$ 57,563,139 | \$ 58,241,169 | \$ 72,348,853 |
| 600 | Total Liabilities, Deferred Inflows of Resources and Equity - Net Assets/Position | \$ 57,563,139 | \$ 58,241,169 | \$ 72,348,853 |
| 70000 | Total Revenue | \$ 16,058,980 | \$ 19,986,056 | \$ 25,757,021 |
| 96900 | Total Operating Expenses | \$ 7,212,607 | \$ 8,697,336 | \$ 11,818,281 |
| 97000 | Excess of Operating Revenue over Operating Expenses | \$ 8,846,373 | \$ 11,288,720 | \$ 13,938,740 |
| 10000 | Excess (Deficiency) of Total Revenue Over (Under) Total Expenses | \$ (1,277,854) | \$ (1,009,340) | \$ 1,204,000 |



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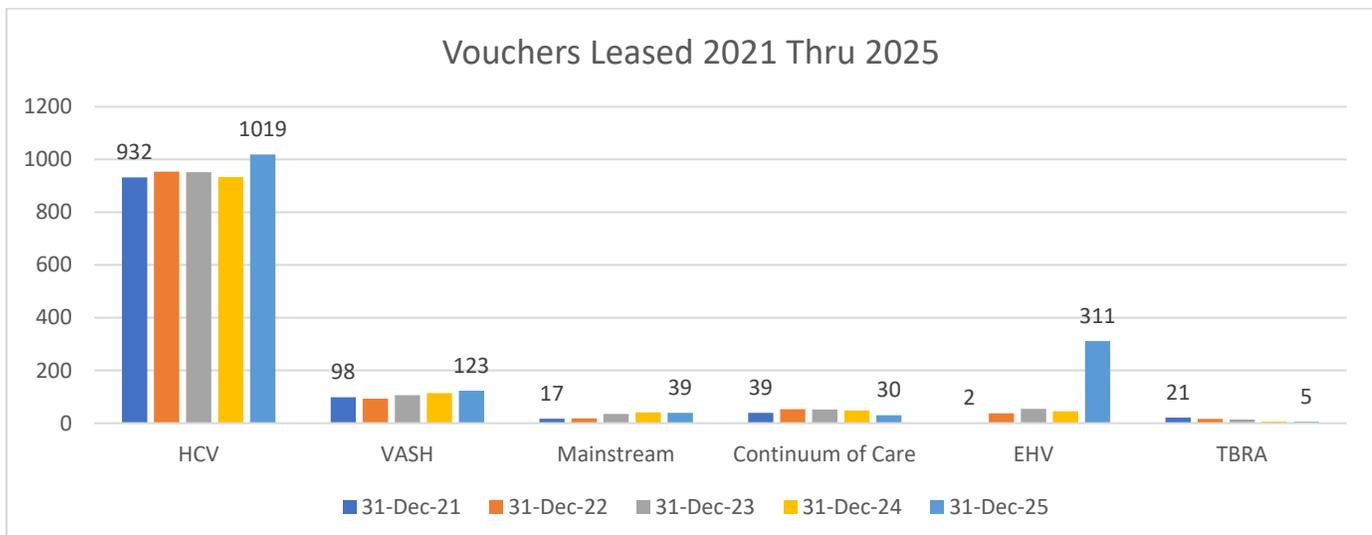
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The CHA Finance Department also had several operational achievements and accomplishments in 2025 as follows:

- Strengthened financial leadership and organizational capacity through the successful onboarding of a new Chief Financial Officer.
- Maintained strong financial stewardship, with the agency’s annual audits resulting in clean opinions and no findings, reflecting effective internal controls and compliance.
- Stabilized and expanded the finance team, successfully onboarding new staff while maintaining continuity of operations and ensuring timely Housing Assistance Payment (HAP) processing.
- Enhanced budget governance and financial planning processes, including clearer employee cost allocations, defined CEO approval thresholds for inter-company loans, and formal budget amendments.
- Implemented standardized monthly financial reporting, including agencywide income statements and balance sheets to support improved financial transparency and oversight by the CEO and CHA Board of Commissioners.
- Strengthened internal financial controls through the implementation of a new Accounts Payable batch approval policy, with quarterly compliance reviews beginning April 2026.

Affordable Housing Programs (Voucher Programs)-FY 2025 Performance

- 1,288 total households served in all CHA tenant-based voucher programs, which is a decrease from 1,428 FY 2024.
- 2,733 total people served over all CHA tenant-based voucher programs.
 - 470 total households served included children.
- 125 lease ups with an attrition of 157 Section 8 participants.
- 2025 Section 8 HAP expense: \$9,214,819.87 up from \$8,734,487.90 in 2024.
 - Increase of \$480,331.97 in impact.
- 32 households moved off CHA vouchers and into market rate housing.
- Vouchers Leased for 2021-2025 are as follows:





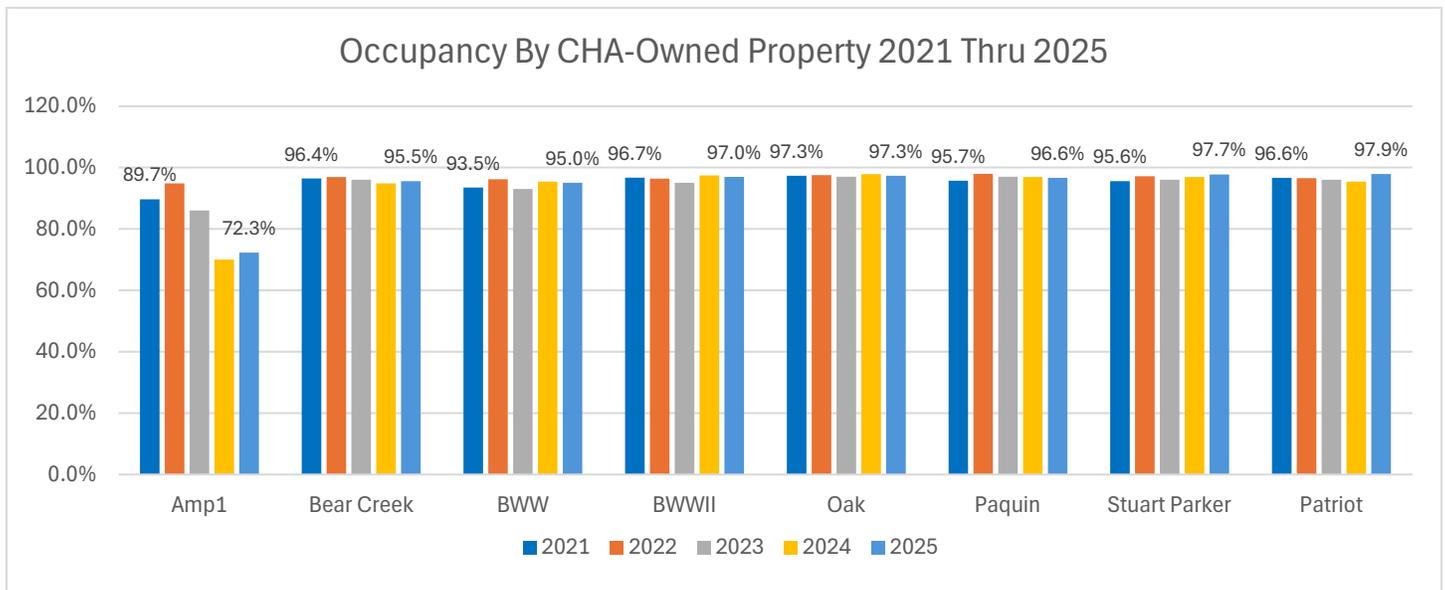
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Affordable Housing Operations (CHA-owned Properties)-FY 2025 Performance

- 831 total households served in all CHA-owned properties.
- 1,469 people served over all CHA-owned properties.
 - 211 families with children.
 - 490 total children.
- 25 households moved up to market rate housing.
- CHA had 54 units with vacancies over 60 days.
- Maintenance staff work orders increased from 4,478 in FY 2024 to 4,734 in FY2025.
- Unit restores decreased from 117 in FY2024 to 115 in FY 2025.
- Occupancy rates remained steady or increased across CHA-owned properties at 96.71% for the year.
 - CHA is not refilling AMP 1 due to HUD approval of RAD Conversion; therefore, occupancy will continue to decrease until redevelopment is complete.
- CHA-Owned Occupancy Rates for 2025 are as follows:



CHA properties did experience continued increases in tenant accounts receivable (TARS) from \$75,596.03 in FY 2023 to \$100,075.48 in FY 2024 and an increase to \$106,666.43 in FY 2025. By property, CHA experienced a decrease in TARS at Paquin, Stuart Parker and Patriot Place. CHA experienced an increase in TARS at AMP. 1, Bear Creek, Bryant Walkways and Oak Towers. TARS for each of CHA’s properties are as follows:

- AMP1 - \$15,905.42
- Bear Creek - \$26,530.02
- BWW - \$18,043.90
- BWWII - \$3,211.78
- Oak - \$8,700.13



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- Paquin - \$14,039.94
- Stuart Parker - \$14,250.26
- Patriot - \$5,984.98

CHA properties and programs issued 328 terminations due to lease violations in FY 2025, which is an increase from 272 in FY 2024. CHA suspended 288 terminations in FY 2025 resulting from tenants accepting services and/or correcting the related lease violation and closely aligns with FY 2024 totals at 186. A termination suspension is identified as a termination issued that did not move forward. A summary of terminations for FY 2025 is as follows:

| Affordable Housing Terminations Report FY 2025 | | | | | | | | | |
|--|----------------|----------|--------------------|-------|--------------------|------------------------|---------------------|--------------------|------------------------|
| Property | Failure to Pay | Criminal | Unauthorized Guest | Other | Total Terminations | Suspended Terminations | Total Vacated Units | Unlawful Detainers | Unresolved Termination |
| Downtown | 44 | 1 | 2 | 4 | 51 | 48 | 3 | 2 | 0 |
| Oak Tower | 42 | 4 | 1 | 7 | 54 | 47 | 5 | 5 | 0 |
| Bear Creek | 46 | 0 | 0 | 1 | 47 | 47 | 0 | 0 | 0 |
| Patriot Place | 4 | 1 | 0 | 0 | 5 | 5 | 1 | 1 | 0 |
| Stuart Parker | 6 | 4 | 1 | 0 | 11 | 8 | 3 | 3 | 0 |
| Paquin | 68 | 7 | 0 | 7 | 82 | 64 | 9 | 12 | 6 |
| BWW | 57 | 3 | 2 | 1 | 63 | 55 | 5 | 6 | 2 |
| BWW II | 11 | 2 | 1 | 1 | 15 | 14 | 0 | 0 | 1 |

Resident Services

Moving Ahead Program (MAP)

- 385 unduplicated parents and children served: 138 children and 247 parents
- Completed 138,446 out-of-school programming units.
- Secured grant funding from the City of Columbia and Missouri Afterschool Network to fund programming and other one-time events, such as the Honoring the Past for a Brighter Future Juneteenth Celebration.
- Program Coordinator, Michaela Flores, was selected to be a member of the National Afterschool Association Leadership Team.
- Raised \$8,700 in the ComoGives fundraising campaign and highest annual CHA amount on record.

Family Self-Sufficiency (FSS)

- 147 participants were served through the program.
- 16 new graduates in 2025.
- Average escrow take home per graduate \$13,900.
- Total escrow dollars paid out directly to families \$238,682.

Independent Living Program (ILP)

- 469 unduplicated individuals served.
- Completed 21,462 case management units of service.
- Obtained \$18,150 from the Horizon Housing Foundation and other one-time grant sources to pay for resident engagement events.

Resident Opportunity Self-Sufficiency (ROSS)

- 54 families re-enrolled under the new grant cycle.
- \$17,970 in matching grant agreement funds have been utilized in 2025.
- Expanded grant application to include services for Bryant Walkway I & II and AMP I.



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Health Homes Connections (HHC)

- Served a total of 511 individuals.
- Completed 11,655 units of service.

Affordable Housing Development and Compliance

Kinney Point

- Development construction was completed December 3, 2025.
- Full Lease-up achieved December 31, 2025.

Park Avenue

- Relocation of Phases 1 and 2 was completed August 2025.
- Substantial construction was completed by December 31, 2025.
 - Phase 1 and 2 storm and sanitary utilities have been completed;
 - The Phase 1 water line has been completed; the Phase 2 water line is in progress.
 - Concrete slabs have been completed for buildings 9, 10, and 15.
 - Rough plumbing has been completed for buildings 8, 9, 10, and 15.
 - Framing is in process for buildings 15 and 9.

Providence Walkway

The Development team has made significant progress advancing the project:

- RAD: Concept Call has been completed
- MHDC: Firm submission comments addressed; early start waiver received
- City of Columbia ARPA: Planning expenditures to meet required spending deadlines
- TEFRA Hearing completed for bond issuance

Blind Boone

The Development team has made significant progress advancing the project:

- RAD: Concept Call has been completed
- MHDC: Firm submission comments addressed; early start waiver received
- Variance approved by the Board of Adjustment
- City and County ARPA funds obligated to meet spending requirements

Facilities and Modernization

CHA staff completed a significant number of capital projects and on-going maintenance projects throughout CHA-owned properties. Projects by site and costs are as follows:

Paquin Tower

- The electrical was upgraded with a new breaker panel for the Food Pantry.
- New laundry equipment was installed.



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Stuart Parker

- Replacement of two condensing units was completed.
- Renovation was completed on one unit due to fire damage.

Oak Tower

- Control and door hardware replacement was completed on elevators 1 and 2.
- A new main drive for elevator 1 was required and installed.
- The domestic boiler was replaced.
- New Laundry Equipment was installed.

BWW 1

- Full renovation of one unit was completed due to fire damage.

BWW II

- A water main repair was required and completed.

Public Housing/AMP 1

- HUD Sponsored NSPIRE inspection on the Park Avenue units scheduled for demolition resulting in 239 individual work orders, including 24-hour correction.

Bear Creek

- Full renovation of two housing units was completed due to fire damage.
- Design phase of ARPA construction

Blind Boone Building

- New fencing was installed around the playground.

Patriot Place

- The entire building received new exterior paint.
- A new commercial water heater was installed.

Kinney Point

- Solar panels were installed on the community center and funded by the City of Columbia.

Contract Administration

- Site-wide lawn care: Columbia Landcare, Speedy Services LLC
- Pest Control: Steves Pest Control
- Cleaning Service: Woodley Building and Maintenance
- Elevator Maintenance: Otis Elevator



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Financial Summary

- Extraordinary Maintenance Total (Including potential Replacement & Reserve): \$878,972.44
- Total Grant Expenditures (VU, ARPA): \$87,395.99
- Total: \$973,568.43

Safety Department

The Safety Department continued to respond to calls at each property in 2025. CHA Safety also assisted Resident Services and Housing Managers with barbeques, special events, Holiday gatherings, Chili cooks at Paquin Towers, Oak Towers, Blind Boone Center (MAP), and Patriot Place. CHA Safety also made further efforts to improve remote camera access to all CHA property camera sites in 2025.

Special Events:

- Cared for multiple residents' pets, while residents were sick.
- Continue to pick up food bi-weekly from the Food Bank for the Annie Fisher Food Pantry.
- Won both Oak Towers and Paquin Towers chili cook offs.
- CHA assisted with one funeral services at Patriot Place residents.
- Assisted with Back-to-School events at Stuart Parker and Blind Boone Center.
- Hosted a fish Fry for Patriot Place residents and staff to celebrate Veteran's Day.
- Barbequed 60 lbs. of chicken for a resident event at Oak Towers Residents.
- Assisted with Thanksgiving meals at both towers in November.
- Assisted with two Holiday meals at Paquin Towers in December.

Assist CPD with **video surveillance** for multiple activities on and off CHA property.

2025 incidents in review:

- Check Welfare 34
- Death investigations 13
- Disturbances with individuals 33
- Lease Violations 66
- Lock outs 28
- Larcenies 21
- Parking violations 23/1 vehicle towed
- Trespass warnings 59/2 arrests
- Weapon violations 2

Safety Calls were as follows across CHA properties for FY 2025:

- Bear Creek 28
- Bryant Walkway 71
- Downtown 56
- Oak Tower 98
- Patriot Place 30



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- Paquin Tower 143
- Stuart Parker 36

Human Resources

| Staff Separation Data for FY 2022 to FY 2025 | | | | |
|--|------------|-----------|-----------|------------|
| | FY 2025 | FY 2024 | FY 2023 | FY 2022 |
| Staff Turnover Rate | 32.3% | 39.2% | 33.3% | 44.9% |
| Involuntary/Voluntary | 21% / 79% | 10% / 90% | 19% / 81% | 30% / 70 % |
| Average Time of Service (of separated staff) | 3.63 years | 2.8 years | 1.6 years | 2.4 years |
| # Separated Staff w/ <1 year of service | 7 | 10 | 15 | 20 |

| Staff Separation Data for FY 2025 - Excluding MAP Staff | |
|---|-----------|
| Staff Turnover Rate | 28.6% |
| Involuntary/Voluntary | 28% / 72% |
| Average Time of Service (of separated staff) | 3.8 years |
| # of Separated Staff w/ <1 year of service | 4 |

| General Staff Data | FY 2025 | FY 2024 |
|-------------------------------|---------|---------|
| Re-Hires | 6 | 4 |
| New Hires | 23 | 22 |
| Total Employees at Year End | 77 | 74 |
| Performance Review Completion | 100% | 100% |

2025 All Staff Events

- March: "Fill A Bucket" Litter Pick Up Contest and Staff BBQ
- August: Memorial Tree Dedication in honor of Jeffrey Blauvelt
- June: Fiduciary Duties and Ethics for PHA Officials Presentation, w/ Chipotle catering
- October: CHA Fall Festival at Midway Golf and Games
- November: Benefits Meeting with BBQ, United Way Campaign kick-off, and Flu and Covid Vaccine opportunity
- December: Staff Holiday Party with Holiday Meal, Decorations, Hot Chocolate, Punch, and Activities

Recommended Commission Action

Review and consider the report.



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: 3/18/2026

Re: CHA Director Reports

Executive Summary

This report summarizes operations across all CHA departments and reflects steady agency performance throughout the year, including continued progress on development milestones, ongoing maintenance and construction oversight, effective property and voucher program administration, delivery of resident services, and efforts to maintain safety across CHA properties.

Discussion

CEO Summary:

Overall performance indicators reflect stable operations across the Columbia Housing Authority's housing programs and properties. Portfolio occupancy remains strong at approximately 94 percent across all properties and 96 percent excluding AMP 1, which is currently being drawn down in preparation for redevelopment. These levels reflect continued demand for CHA housing and effective coordination across leasing, property management, and maintenance teams.

Operational metrics also show steady property management performance, with maintenance teams managing a high volume of work orders while maintaining timely response to emergency repairs. Rent collection across the portfolio remains solid overall at approximately 89 percent of tenant charges collected, with some variation across properties that staff continue to monitor and address.

The Housing Choice Voucher program continues to maintain stable leasing levels at approximately 1,090 vouchers, with ongoing voucher issuance, inspections, and tenancy approvals supporting continued program utilization. Overall, these indicators demonstrate that CHA operations remain stable while the agency continues advancing redevelopment initiatives and managing a growing and increasingly complex housing portfolio.

Affordable Housing Development:

Kinney Point

- Red Stone's construction completion checklist was approved, and the 3rd equity installment was received on March 2, 2026.
- Cost certification, permanent loan conversion, and stabilization are anticipated in April 2026, at which time the 4th equity installment and the 2nd developer fee installment are expected.
- Issuance of IRS Form 8609 is projected for June 2026, followed by receipt of the final equity installment and the remaining developer fee.

Park Avenue

- Construction continues to progress with minimal delays despite recent snow events.
- \$5 million in County ARPA funds are being drawn down; \$2.5 million has been received to date, and the fourth reimbursement request is currently in process.



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- Initial discussions have begun regarding relocation planning for residents returning to Park Avenue.

Providence Walkway

- RAD: Financing Plan is approximately 95% complete and is expected to be submitted within the next few days.
- MHDC: Draft Firm Commitment and exhibits have been issued and are currently under review.
- Due Diligence: Bi-weekly calls began January 22, 2026. Approximately 50% of checklist items have been submitted to date.

Blind Boone Apartments

- RAD: HUD initiated the invitation to submit the Financing Plan on January 29, 2026.
- MHDC Firm Commitment: Working with the underwriter to address outstanding comments and finalize issuance of the Firm Commitment.
- Construction: The construction contract has been executed, and subcontractors have been identified to ensure compliance with the County ARPA June 30, 2026 spending deadline.

Facilities and Modernization:

Work orders have increased slightly both in emergency and non-emergency. There were two water main breaks at Bear Creek during February. One was at the main and the responsibility of the city and the other CHA's responsibility to repair.

The scope of work for Bear Creek ARPA funding has pivoted. New roofing will be completed on units in need as well as adding cameras and repairs to existing sidewalks at the site. Staff are also looking at obtaining pricing to replace the playground equipment at Bear Creek and Stuart Parker.

Park Avenue buildings 9 and 15 have their first coat of paint. Drywall is in process for building 8. Buildings 3, 14 and 10 are under roof. All building slabs are in for phase 1 and 2. New electrical primary has been installed along the alleyway and work has started on the rear parking lot.

Resident Services:

Resident Services February 2026 highlights of programs and services is as follows:

- **ROSS Program:**
 - 12 new participants enrolled
 - Completed rent rebates for ILP participants
 - \$2,460 in match dollars earned YTD
- **FSS Program:**
 - 5 new participants enrolled (all Kinny Point residents)
 - \$16,000 in escrow dollars added to participant accounts
 - Assisted with weekly deliveries at the Annie Fisher pantry
- **Moving Ahead Program:**
 - Director obtained Kitchen Manager Certification; staff completed Food Handler training to support program kitchen operations.
 - New van drivers began supporting program transportation.
 - Juneteenth grant application submitted.



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- Site Evaluation by the Missouri Afterschool Network staff for 21st Century.
- Held a Self-Love Valentine's Day event with approximately 80 families in attendance.
- **HHC Support:**
 - 871 case management units of service completed
- **ILP Program:**
 - Coordinators completed 330+ rent rebates for residents at Paquin and Oak Towers.
 - 1,842 case management units of service completed
- **Department Update:**
 - Noted an increase in child abuse and neglect hotline calls; team actively responding to needs.
 - Planning and preparing for April's ForColumbia volunteer event.
 - 635 unduplicated individuals served YTD

Affordable Housing Operations:

In February, one (1) family moved in, and six (6) families moved out. Of the six (6) families that moved three (3) households moved to the private sector and three (3) households were terminated. Out of the 656 LIHTC/PBV units there were twenty-nine (29) vacant as of February 28, 2026. This is an occupancy rate of 96%. Seventeen (17) were vacant for over 60 days. Vacancies are higher right now due to staff focusing on filling Kinney Point by the end of 2025. Intake has also been purging the downtown waitlist so we can merge it with the affordable housing waitlist. Over the next several months, Intake staff will be focusing on processing applications to fill vacancies across all properties.

HCV Operations:

HCV staff continued with annual recertifications and maintenance of existing files. Staff are only issuing new vouchers in the Continuum of Care (CoC) Program, and VASH. All other programs are in the maintenance phase. Additional voucher information by program and departmental updates are as follows:

HCV

- 1,084 Households receiving HCV program assistance

VASH

- 154 households receiving VASH program assistance.
- 129 HCV + 25 PBV (Patriot Place).

Mainstream

- 43 vouchers leased.
- Serves non-elderly disabled.

Continuum of Care

- 31 households receiving COC program assistance.
- Working on utilizing more funding by accepting more agency referrals

Emergency Housing Vouchers

- 33 vouchers leased.
- ARPA funded program is the process of phasing out.

Tenant-Based Rental Assistance

- 5 participants leased.

HCV Updates

- **Training:** Kendra Jackson, Executive Management Training 3.23.26 thru 3.27.26



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- **Training:** Kendra Jackson, Peer to Boss, Completed 3.5.2026
- **Engagement:** Presentation on HCV Participation, Fresh Start Sober Living Programs. Kendra, Charline, ElTonya, 3.20.26

Human Resources & IT:

HR staff completed the following human resources related duties.

- Submitting ACA 1095-C data to IRS.
- Renewed the lease for postage machine.

Staff worked across departments and with CHA's 3rd party network administration to complete the IT set up at Kinney Point building which included the following:

- New internet to meet bandwidth for staffing needs and remote viewing access to cameras.
- Running cable to provide wired internet connection to offices (in progress).
- Working with 43Tc to set up networking and firewall equipment (in progress)
- Set up staff offices.

Safety:

Recognition of Safety Officer Kevin Keith and Safety Officer Jeff Moore for demonstrating exceptional care and professionalism in supporting a resident in need. Over the course of a weekend, both officers took time outside of their normal duties to assist a resident experiencing significant distress related to a personal matter. Officer Keith initially spent time providing support and helping address the situation, and before ending his shift ensured continuity by notifying Officer Moore. Officer Moore followed up during the next shift and continued assisting the resident until the issue was resolved. This example reflects the compassion, professionalism, and commitment to resident well-being demonstrated by the CHA Safety team each day.

CHA Safety most notable reports:

Feb. 2026

| | |
|----------------------------|---|
| Check Welfare | 1 |
| Disturbance Persons | 2 |
| Lease Violations | 7 |
| Trespass warning | 7 |
| Parking violations | 1 |
| Felony arrest resident | 3 |
| Murder/Robbery/Child abuse | |

Recommended Commission Action

Review and consider the report.

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| 1. Occupancy | Affordable Housing - Occupancy Rate Status Report |
| 2. Occupancy Trend | Affordable Housing - Occupancy Rate Trending Report |
| 3. Waiting List | Affordable Housing - Waiting List Status Report |
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| 5. Rent Collection | Affordable Housing - Tenant Charge Collection Report |
| 6. Facility Inspections | Facilities and Modernization - Annual Inspections by Facility by Target Date |
| 7. Non-Emg Work Orders | Facilities and Modernization - Non-Emergency Work Order Activity Report |
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| 9. AH - KPI | Affordable Housing - Key Performance Indicators Report - Financial |
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| 16. Resident Services | Resident Services - Units of Service and Units Billed |

1. Affordable Housing - Occupancy Rate Status Report

| Affordable Housing - Occupancy Rate Status Report as of 2/28/2026 | | | | | | | | | | | |
|---|------------|---------------|------------|------------|---------------|------------|------------------|-------------------|--------------|-------------|--------------------------|
| Units | AMP 1 | MMV (Patriot) | Bear Creek | Paquin | Stuart Parker | Oak Towers | Bryant Walkway I | Bryant Walkway II | Kinney Point | Park Avenue | Total Affordable Housing |
| Leased | 37 | 25 | 70 | 194 | 80 | 142 | 50 | 32 | 34 | 25 | 689 |
| Available | 37 | 25 | 70 | 194 | 80 | 142 | 50 | 32 | 34 | 25 | 689 |
| Offline, HUD Approved | 13 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 15 |
| Offline, Other | 0 | 0 | 4 | 6 | 4 | 5 | 4 | 4 | 0 | 0 | 27 |
| Total Units | 50 | 25 | 76 | 200 | 84 | 147 | 54 | 36 | 34 | 25 | 731 |
| Occupancy Rate | 74% | 100% | 92% | 97% | 95% | 97% | 93% | 89% | 100% | 100% | 94% |

Purpose of Report

This report provides the percentage of affordable housing units leased at a point in time. High occupancy is important and is a primary indicator of CHA meeting its mission of housing families and is maximizing its revenue potential. Secondly, a high occupancy can also mean that there are families on the waiting list, maintenance is able to turnaround a vacant unit quickly and administrative staff can qualify the family and put them in the unit in a timely manner.

Instructions

1. Leased Units

Enter the number of units under lease as of the date of the report.

2. Available Units

Enter the number of units under lease or available for lease (i.e., the unit is ready to be leased) as of the date of the report.

3. Offline, HUD Approved

Enter the number of units that are not leased or available to be leased as the units are approved by HUD to be used for another purpose, such as resident services or a police sub-station, or are approved by HUD to be vacant, such as units approved for modernization or casualty loss as of the date of the report. This category reflects units that are not leased but would receive operating subsidy.

4. Offline, Other

Enter the number of units that are included in the "Available" or "Offline, HUD Approved" categories as of the date of the report. Units reported in this category will normally be associated with vacant unit turnaround or units that are used for an alternate purpose that will not be eligible for operating subsidy.

4. Total Units

Sum of available units and offline units, The total should equal the total units for the project.

2. Affordable Housing - Occupancy Rate Trending Report

| Affordable Housing - Occupancy Rate Trending Report as of 2/28/26 | | | | | | | | | | | |
|---|-------|---------------|------------|--------|---------------|------------|------------------|-------------------|--------------|-------------|---------------------------------------|
| Period | AMP 1 | MMV (Patriot) | Bear Creek | Paquin | Stuart Parker | Oak Towers | Bryant Walkway I | Bryant Walkway II | Kinney Point | Park Avenue | Total CHA Housing Rate/Excluding AMP1 |
| 1/31/2026 | 76% | 100% | 92% | 98% | 95% | 97% | 94% | 89% | 100% | 100% | 96% |
| 2/28/2026 | 74% | 100% | 92% | 97% | 95% | 97% | 93% | 89% | 100% | 100% | 96% |
| 3/31/2026 | | | | | | | | | | | |
| 4/30/2026 | | | | | | | | | | | |
| 5/31/2026 | | | | | | | | | | | |
| 6/30/2026 | | | | | | | | | | | |
| 7/31/2026 | | | | | | | | | | | |
| 8/31/2026 | | | | | | | | | | | |
| 9/30/2026 | | | | | | | | | | | |
| 10/31/2026 | | | | | | | | | | | |
| 11/30/2026 | | | | | | | | | | | |
| 12/31/2026 | | | | | | | | | | | |
| Occupancy Rate | | | | | | | | | | | |
| 2025 Rate | 51% | 98% | 96% | 97% | 98% | 97% | 95% | 97% | 13% | | 86% |
| 2024 Rate | 69.69 | 95.41 | 94.82 | 96.93 | 96.91 | 97.79 | 95.38 | 97.42 | N/A | | 96.38 |
| 2023 Rate | 86% | 96% | 96% | 97% | 96% | 97% | 95% | 93% | N/A | | 96% |

Purpose of Report

Provides the percentage of affordable housing units leased over a period of time. High occupancy is normally a major indicator of both good financial health and management. The trending information helps identify whether occupancy rates are increasing, decreasing, or holding steady. A certain level of variance can be expected each month. Large changes, especially decreases in the occupancy rate is a risk area, as is a gradual decline in the occupancy rate, or a consistently low rate.

Instructions

1. General

Each month a new row of occupancy rate data will be entered on the report using the occupancy rate data as calculated from the Affordable Housing Occupancy Rate Report. The number of months of previous occupancy rate date is shown, as well as two years of annual occupancy rate data to provide trending information. This form provides occupancy rate data based on a calendar year basis. High performing occupancy rates are considered 96% or higher at family sites and 98% or higher at the Tower properties.

3. Affordable Housing - Waiting List Status Report

| Columbia Housing Authority - Waiting List Status Report as of 2/28/26 | | | |
|--|--------------|-----------|--------------|
| Unit Type | Family Sites | Oak Tower | Paquin Tower |
| Zero bedroom | | 181 | 109 |
| 1 bedroom | 160 | 0 | 6 |
| 2 bedroom | 518 | | 5 |
| 3 bedroom | 231 | | |
| 4 bedroom | 106 | | |
| Total | 1015 | 181 | 120 |

4. Affordable Housing - Vacant Unit Status Report

| Columbia Housing Authority - Waiting List Status Report as of 2/28/26 | | | | | | | |
|---|---------------------------------------|--------------|-------------|----------------------|------------------------|--------------------------|-----------------------------|
| Property | Unit # | Bedroom Size | Date Vacant | Projected Ready Date | Anticipated Lease Date | Application Approved | Days Vacant as of 1/31/2026 |
| AMP 1 | | | | | | | |
| 50 Total Units | N/A | | | | | | |
| | | | | | | | |
| | | | | | | | |
| MMV (Patriot) | | | | | | | |
| 25 Total Units | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Bear Creek | | | | | | | |
| 76 Total Units | 1007 Elleta | 3 | 12/6/2025 | 2/5/2025 | 3/30/2026 | intake scheduled | 84 |
| | 1012 Elleta | 3 | 12/4/2025 | 2/5/2025 | 3/30/2026 | move in scheduled | 86 |
| | 1112 Elleta | 2 | 6/3/2025 | 2/5/2025 | 3/30/2026 | intake scheduled | 270 |
| | 1201 Elleta | 2 | 12/11/2025 | 2/11/2025 | 3/30/2026 | intake scheduled | 79 |
| Paquin | | | | | | | |
| 200 Total Units | 102 | 0 | 12/22/2025 | in process | 3/19/2026 | Intake in process | 40 |
| | 212 | 0 | 11/26/2025 | 1/30/2026 | 3/19/2026 | Intake in process | 96 |
| | 501 | 0 | 1/29/2026 | in process | 3/26/2026 | Intake scheduled | 2 |
| | 809 | 1 | 1/27/2026 | Not ready | 4/9/2026 | Scheduling intakes | 34 |
| | 512 | 0 | 2/23/2026 | Not ready | 4/9/2026 | Scheduling intakes | 7 |
| | | | | | | | |
| Stuart Parker | | | | | | | |
| 84 Total Units | 221B Unity | 1 | 10/1/2025 | 3/3/2026 | 3/5/2026 | 2/27/2026 | 151 |
| | 211 Hicks | 1 | 11/13/2025 | 3/3/2026 | 3/11/2026 | 2/27/2026 | 107 |
| | 201A Lincoln | 2 | 1/2/2026 | 3/18/2026 | 3/31/2026 | application pulled | 38 |
| | 202B Lincoln | 2 | 1/20/2026 | 3/31/2026 | 4/10/2026 | application pulled | 10 |
| Oak Towers | | | | | | | |
| 146 Total Units | 301 | 1 | 12/4/2025 | Ready | 3/16/2026 | scheduling move in | 86 |
| | 207 | 1 | 12/17/2025 | Ready | 3/16/2026 | waiting on verifications | 73 |
| | 509 | 0 | 12/30/2025 | Ready | 3/16/2026 | waiting on verifications | 60 |
| | 708 | 1 | 1/2/2026 | 3/2/2026 | 3/16/2026 | waiting on verifications | 57 |
| | 421 | 0 | 2/27/2026 | 3/16/2026 | 3/17/2026 | waiting on verifications | 1 |
| | | | | | | | |
| Bryant Walkway I | | | | | | | |
| 54 Total Units | 214 Bryant | 2 | 12/1/2025 | 1/28/2026 | 3/17/2026 | Intake in process | 89 |
| | 206 Allen | 1 | 11/18/2025 | 2/6/2026 | 3/19/2026 | Intake in process | 102 |
| | 304 McBaine #102 | 4 | 12/5/2025 | 3/5/2026 | 3/24/2026 | Intake in process | 85 |
| | 217 Allen | 1 | 12/9/2025 | 3/13/2026 | 3/17/2026 | Intake in process | 19 |
| Bryant Walkway II | | | | | | | |
| 36 Total Units | 410 LaSalle | 3 | 10/23/2025 | 12/9/2025 | 3/17/2026 | Intake in process | 128 |
| | 312 Pendleton | 1 | 1/8/2026 | 3/12 in process | 3/20/2026 | Intake in process | 51 |
| | 306 Pendleton | 1 | 12/15/2025 | 1/28/2026 | 3/11/2026 | Intake in process | 75 |
| | 203A Park | 2 | 8/25/2025 | 9/26/2025 | 3/19/2026 | intake scheduled | 187 |
| Kinney Point | | | | | | | |
| 34 Total Units | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Park Avenue | | | | | | | |
| 79 Total Units | Under Construction-Not Tracking Data. | | | | | | |
| Number of Vacant Units: | | 26 | | Average Days Vacant: | | 61 | |

Purpose of Report
 Unit turnaround time (the time from when the unit is vacant until the unit is leased) is a key metric for assessing operational performance. This report provides information on the status of each vacant unit focusing on key information needed to help monitor when the vacant unit will be leased. The goal is to have only a limited number of vacant units at any given time and the time that a unit is offline should be limited to one to two weeks. There may be exceptions or mitigating circumstances, usually a large number of vacant units and/or extended unit turnaround time is an indicator of a operational risk. Low rates of vacant unit turnaround can be caused by multiple factors. Maintenance delays can result in extended unit turnaround time can be due to lack of available materials, large number of outstanding work orders, other work priorities, and the condition of the units. Other contributing factors may include include adequacy of waitlist, admission processing, and management oversight.

Instructions

- Project 1 & Project 2**
Enter the Property name, unit #, and bedroom size for each vacant unit.
- Date Vacant**
Enter the date that the unit became vacant.
- Projected Ready Date**
Enter date maintenance is expected to have all the work completed in the unit. Date unit may be leased or actual date maintenance informed management that unit can be leased.
- Anticipated Lease Date**
Enter the date the project manager is expected to have the unit leased. If the unit is leased, the unit should be removed from the report.
- Application Approved**
Enter either Yes or No. Yes, means that a family has accepted the unit, all background checks and other admission processes have been completed.
- Days Vacant as of Report Date.**
The number of calendar days since the unit became vacant and the date of the report. In this example, the days are based as if the date of the report was 1/31/2026.
- Special Purpose Units / Long-Term Vacant Units**
The report should not include special purpose units, i.e., units that are not used for housing such as units for resident services, maintenance storage, etc. However, all other vacant units, those that are HUD-approved (units undergoing modernization, casualty loss, disaster) and those that are non-HUD approved and therefore, not receiving operating subsidy should be included in the report.

5. Affordable Housing - Tenant Charge Collection Report

Affordable Housing - Tenant Charge Collection Report as of 2/28/26

| Description | AMP 1 | MMV (Patriot) | Bear Creek | Paquin | Stuart Parker | Oak Towers | Bryant Walkway I | Bryant Walkway II | Kinney Point | Park Avenue | Total Affordable Housing |
|---|---------|---------------|------------|----------|---------------|------------|------------------|-------------------|--------------|-------------|--------------------------|
| Tenant Rent Charges | 12,235 | 19,066 | 49,960 | 125,191 | 50,154 | 98,495 | 32,247 | 18,596 | 38,348 | 18,523 | 462,815 |
| Other Tenant Charges | - | 434 | - | 1,074 | 811 | 337 | 191 | - | | | 2,847 |
| Repayment Agreement Charges* | | | | | | | | | | | |
| Total Charges this Month | 12,235 | 19,500 | 49,960 | 126,265 | 50,965 | 98,832 | 32,438 | 18,596 | 38,348 | 18,523 | 465,662 |
| Collections this Month | 11,706 | 15,156 | 39,669 | 117,259 | 42,343 | 94,995 | 23,334 | 17,071 | 36,717 | 15,605 | 413,855 |
| Collection Rate | 95.7% | 77.7% | 79.4% | 92.9% | 83.1% | 96.1% | 71.9% | 91.8% | 95.7% | 84.2% | 88.9% |
| Total Tenant Accounts Receivable (TAR) | | | | | | | | | | | |
| Total Delinquent Households | 11 | 10 | 30 | 42 | 12 | 34 | 25 | 9 | 4 | 6 | 183 |
| Total Amount Outstanding | \$3,951 | \$5,832 | \$20,886 | \$15,671 | \$9,369 | \$7,796 | \$21,261 | \$3,087 | \$1,631 | \$6,536 | \$96,020 |
| Under Repayment Agreement | | | | | | | | | | | |
| Total Number of Households | 3 | 1 | 8 | 11 | 2 | 11 | 9 | 2 | 0 | 1 | 48 |
| Total Amount Outstanding | \$1,738 | \$1,023 | \$6,674 | \$4,473 | \$7,243 | \$5,017 | \$5,518 | \$1,466 | \$0 | \$207 | \$33,359 |
| Households in Termination | | | | | | | | | | | |
| Total Number of Households | 2 | 4 | 20 | 9 | 2 | 2 | 8 | 0 | 0 | 0 | 47 |
| Total Amount Outstanding | \$2,049 | \$4,904 | \$13,344 | \$5,538 | \$2,154 | \$933 | \$5,007 | \$0 | \$0 | \$0 | \$33,930 |

Purpose of Report

This report provides the amount of tenant charges due and collected during the month. The report includes both rent and non-rent tenant charges. HUD's standard (Interim PHAS – Tenant Account Receivable – TAR ratio) is that 98.5% of all tenant charges is expected to be collected.

Instructions

1. Tenant Rent Charges

The total amount of tenant rent charged during the month.

2. Other Tenant Charges

The total amount of non-rent charged during the month and would include all other tenant charges except repayment agreements. Examples would include such items as maintenance charges, late fees, excess utility charges, lock-out fees, etc.

3. Repayment Agreement Charges

The total amount of tenant payment due during the month from participants' repayment agreements.

4. Collections this Month

The total amount payment received from tenants for all the above charges during the month.

7. Facilities- Annual compliance checklist by month by property as of 2/28/26

This report is provided to keep the Board informed on annual facility inspections and compliance.

| Annual Inspections Compliance Checklist by Property | | | | | | | | | | | | | |
|--|------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Property | Inspection Month Target/Goal | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| Paquin Towers | | | | | | | | | | | | | |
| Water Treatment Systems – Annual Service | Monthly | X | X | | | | | | | | | | |
| Sprinkler System – Annual Inspection | January | X | | | | | | | | | | | |
| Fire Pumps – Annual Inspection | January | X | | | | | | | | | | | |
| Backflow Preventers – Annual Test | January | X | | | | | | | | | | | |
| Elevators – Annual Inspection | February | | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire Alarm System – Annual Inspection | March | | | | | | | | | | | | |
| Generators – Annual Inspection | June | | | | | | | | | | | | |
| Oak Towers | | | | | | | | | | | | | |
| Water Treatment Systems – Annual Service | Monthly | X | | | | | | | | | | | |
| Sprinkler System – Annual Inspection | January | X | | | | | | | | | | | |
| Fire Pumps – Annual Inspection | January | X | | | | | | | | | | | |
| Backflow Preventers – Annual Test | January | X | | | | | | | | | | | |
| Elevators – Annual Inspection | February | X | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire Alarm System – Annual Inspection | March | | | | | | | | | | | | |
| Generators – Annual Inspection | June | | | | | | | | | | | | |
| Admin Building | | | | | | | | | | | | | |
| Backflow Preventers – Annual Test | January | X | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire & Burglar Alarm Systems – Annual Inspection | March | | | | | | | | | | | | |
| Blind Boone Center | | | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | | | | | | | | | | | |
| Fire & Burglar Alarm Systems – Annual Inspection | March | | | | | | | | | | | | |
| Backflow Preventers – Annual Test | October | | | | | | | | | | | | |
| Stuart Parker Laundromat | | | | | | | | | | | | | |
| Backflow Preventers – Annual Test | January | X | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire & Burglar Alarm Systems – Annual Inspection | March | | | | | | | | | | | | |
| Bear Creek Laundromat | | | | | | | | | | | | | |
| Backflow Preventers – Annual Test | January | X | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire & Burglar Alarm Systems – Annual Inspection | March | | | | | | | | | | | | |
| Bear Creek Community Bldg. 1400 Elleta | | | | | | | | | | | | | |
| Backflow Preventers – Annual Test | January | X | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire & Burglar Alarm Systems – Annual Inspection | March | | | | | | | | | | | | |
| Mid Mo Veterans Housing | | | | | | | | | | | | | |
| Backflow Preventer – Annual Test | January | X | | | | | | | | | | | |
| Fire Extinguishers – Annual Inspection | February | | X | | | | | | | | | | |
| Fire Alarm System – Annual Inspection | March | | | | | | | | | | | | |
| Sprinkler System – Annual Inspection | October | | | | | | | | | | | | |
| Kinney Point | | | | | | | | | | | | | |
| Community Building Backflow Preventer-Annual Test | January | X | | | | | | | | | | | |
| Community Building Fire Extinguishers-Annual Inspection | February | | X | | | | | | | | | | |
| Community Building-Burglar Alarm-Annual Inspection | March | | | | | | | | | | | | |
| Sexton Units-Sprinkler System-Annual Inspection | October | | | | | | | | | | | | |
| Purpose of Report | | | | | | | | | | | | | |
| This report provides a list of annual inspections needed for on-going occupancy and operational compliance for all CHA facilities. Inspections include sprinkler, backflow preventer, fire extenguisher, generator, elevator and other safety inspections specific to each property. The report also includes a "target" completion date, knowing that the specific date of scheduling may dependent upon outside organizations and officials. | | | | | | | | | | | | | |

7. Affordable Housing - Non-Emergency Work Order Activity Report

| Affordable Housing - Non-Emergency Work Order Activity Report as of 2/28/26 | | | | | | | | | | | |
|---|-------|---------------|------------|--------|---------------|------------|------------------|-------------------|--------------|-------------|-------------------|
| Description | AMP 1 | MMV (Patriot) | Bear Creek | Paquin | Stuart Parker | Oak Towers | Bryant Walkway I | Bryant Walkway II | Kinney Point | Park Avenue | Total CHA Housing |
| Beginning Balance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Received this Month | 15 | 4 | 30 | 89 | 36 | 94 | 19 | 24 | 7 | 5 | 323 |
| Closed this Month | 15 | 4 | 29 | 88 | 35 | 88 | 18 | 23 | 7 | 5 | 312 |
| Ending Balance | 0 | 0 | 1 | 1 | 1 | 6 | 1 | 1 | 0 | 0 | 11 |
| Closed this Month | 15 | 4 | 29 | 88 | 35 | 88 | 18 | 23 | 7 | 5 | 312 |
| Closed this Month and Preceding 11 months | 405 | 103 | 471 | 1,270 | 604 | 975 | 386 | 283 | 28 | 52 | 4,577 |
| Average Closed per Last 12 Months | 34 | 9 | 39 | 106 | 50 | 81 | 32 | 24 | 2 | 4 | 381 |

Purpose of Report

This report provides basic information to assist in monitoring timely work order completion. CHA's goal is to complete each work order as soon as possible, while taking into consideration other maintenance work priorities, and maximum time of 3 business days. The report provides information on the number of non-emergency work orders received and completed each month. CHA staff may need to review further if the ending balance of open work orders or the total number of work order received each month is increasing. HUD does not define what requests generate a work order. Generally, CHA works to capture most work completed on property including unit turns, restorations and preventative maintenance, in an effort to capture all work completed on CHA properties.

Instructions

1. Beginning Balance
Report the total number of open non-emergency work orders at the beginning of the month. This number should be the ending balance reported from the prior month's report.

2. Received this Month
Report the total number of non-emergency work orders that were received during the month regardless of who requested the work be completed.

3. Closed this Month
Report the total number of non-emergency work orders that were closed during the month.

4. Ending Balance
The number of work orders that are open at the end of the month, calculated as Beginning Balance plus Received this Month minus Closed this Month.

5. Closed this Month and Preceding 11 Months
The total number of non-emergency work order that were closed in the last twelve months.

6. Average Closed per Last 12 Months
The total number of non-emergency work order that were closed in the last twelve months divided by 12. Used as a benchmark to compare current monthly work orders closed.

8. Affordable Housing - Emergency Work Order Activity Report

| Affordable Housing - Emergency Work Order Activity Report as of 2/28/26 | | | | | | | | | | | |
|--|---------|---------------|------------|---------|---------------|------------|------------------|-------------------|--------------|-------------|-------------------|
| Description | AMP 1 | MMV (Patriot) | Bear Creek | Paquin | Stuart Parker | Oak Towers | Bryant Walkway I | Bryant Walkway II | Kinney Point | Park Avenue | Total CHA Housing |
| Received this Month | 0 | 0 | 2 | 0 | 0 | 2 | 0 | 5 | 0 | 3 | 12 |
| Work completed within 24 hours | 0 | 0 | 2 | 0 | 0 | 2 | 0 | 5 | 0 | 3 | 12 |
| % Closed within 24 hours | #DIV/0! | #DIV/0! | 100% | #DIV/0! | #DIV/0! | 100% | #DIV/0! | 100% | #DIV/0! | 100% | 100% |

Purpose of Report

This report provides information on the number of emergency work orders received and closed within 24 hours for the month. HUD requires that all emergency work orders be closed or abated within 24 hours.

Instructions

1. Received this Month

Report the total number of emergency work orders that were received during the month regardless of who requested the work to be completed.

2. Closed with 24 hours

Report the total number of emergency work orders that were closed or abated with 24 hours of being reported.

10. AH Operations-LIHTC Property Compliance

| Monthly LIHTC Compliance Reporting Milestones as of 2/28/26 | | | | | | | | | | | | |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Property / Report | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| ALL LIHTC PROPERTIES | | | | | | | | | | | | |
| MHDC Vacancy / VAWA Report | X | X | | | | | | | | | | |
| UMB Bank Quarterly Bond Report – Q1 | X | | | | | | | | | | | |
| UMB Bank Quarterly Bond Report – Q2 | | | | | | | | | | | | |
| UMB Bank Quarterly Bond Report – Q3 | | | | | | | | | | | | |
| UMB Bank Quarterly Bond Report – Q4 | | | | | | | | | | | | |
| IRS Form 8703 – Bond Projects | | | | | | | | | | | | |
| BEAR CREEK | | | | | | | | | | | | |
| MHDC Down Unit Status | X | X | | | | | | | | | | |
| MHDC Utility Allowance | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | X | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| BRYANT WALKWAY I | | | | | | | | | | | | |
| MHDC Down Unit Status | X | X | | | | | | | | | | |
| MHDC Utility Allowance | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | | | | | | | | | | | | |
| MHDC Exhibit K | | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| BRYANT WALKWAY II | | | | | | | | | | | | |
| MHDC Utility Allowance | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | | | | | | | | | | | | |
| MHDC Exhibit K | | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| OAK | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| STUART PARKER | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | X | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| MMV-Patriot | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| MHDC Exhibit AHAP-35 | | | | | | | | | | | | |
| Kinney Point | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| Park Avenue | | | | | | | | | | | | |
| MHDC Exhibit A (COL/AOC) | | | | | | | | | | | | |
| MHDC Exhibit Z | | | | | | | | | | | | |
| McBaine Townhomes | | | | | | | | | | | | |
| MHDC Exhibit H | | | | | | | | | | | | |
| MHDC Exhibit K | | | | | | | | | | | | |
| Purpose of Report | | | | | | | | | | | | |
| This report provides a monthly checklist to denote compliance report submission completion. Each LIHTC property has compliance reports that are due throughout the year to MHDC, UMB Bank, and the Federal Home Loan Bank. | | | | | | | | | | | | |

12. Housing Choice Voucher - Leasing Activity Report

| Housing Choice Voucher Leasing - Activity Report as of 2/28/26 | | | |
|---|--|---|---------------|
| Family Searching Activity Report | | | |
| Activity | | Prior Month | Current Month |
| Beginning Balance | Family Searching, End of Prior Month (Includes ports, CoC, VASH, HCV-closed) | 16 | 20 |
| plus | During the Month | Vouchers Issued | 10 |
| plus | | Request for Tenancy Approval - Denied | 0 |
| minus | | Vouchers Expired /Cancelled | 1 |
| minus | | Request for Tenancy Approval | 4 |
| Ending Balance | Family Searching, End of Month | 21 | 25 |
| Request for Tenancy Approval Activity Report | | | |
| Activity | | Prior Month | Current Month |
| Beginning Balance | Request for Tenancy Approval - In Process, End of Prior Month | 4 | 2 |
| plus | During the Month | New Request for Tenancy Approval | 2 |
| minus | | Request for Tenancy Approval - Denied | 0 |
| minus | | Request for Tenancy Approval - Approved Waiting Lease/HAP/Move-in | 0 |
| minus | | Request for Tenancy Approval - New Admissions | 4 |
| Ending Balance | Request for Tenancy Approval - In process, End of Month | 2 | 2 |
| | | Success Rate | 90% |
| | | | 78% |
| Vouchers Leased Activity Report | | | |
| Activity | | Prior Month | Current Month |
| Beginning Balance | Vouchers Leased, End of Prior Month (excludes PBV/CHA owned property) | 1086 | 1084 |
| plus | During the Month | New Admissions | 11 |
| plus/minus | | Portability Absorption Activity | 1 |
| minus | | End of Participations | 12 |
| Ending Balance | Vouchers Leased, End of Month | 1086 | 1090 |
| | | Target - New Admissions, Next Month | |
| | | Target - Voucher Leased, End of Next Month | |
| | | Voucher Turnover Rate | 1.1% |
| | | | 0.3% |

| Purpose of Report | |
|--|--|
| <p>Family Searching Activity Report. Provides information on applicants provided a voucher and searching for a unit. If the family is unable to find a unit after a period of time, the voucher will expire, and can be made available to another applicant on the waitlist. When the CHA reaches the limit of either HAP funding or authorized vouchers, it will need to stop issuing vouchers.</p> | |
| <p>Request for Tenancy Approval Activity Report. Provides information on applicants that have found a unit and are requesting CHA to approve the unit and enter into a HAP contract with the owner, so the applicant can enter into a lease agreement with the owner. The success rate is a key figure in understanding the voucher program. Success rate represent the percent of voucher issued where the family has found a unit in which they are able to move-in. The success rate is important to understanding how many vouchers needed to be issued to increase leasing.</p> | |
| <p>Voucher Leased Activity Report. Provides information on the number of families that are in CHA's HCV program. The number of vouchers available to lease during a calendar year is constrained by the amount of funds HUD provides for HAP (i.e., payment to landlords) and the number of vouchers CHA has been authorized. If CHA leases more vouchers than authorized, any associated overage of HAP used must be returned to HUD. Once the CHA uses it HUD funding for HAP payments for the year, there are limited options for CHA to receive additional funding to avoid terminating HAP assistance. The next year's HAP funding is highly correlated to the amount of HAP spent in the prior year. Therefore, if CHA is not spending as much HAP as available, it may shrink funds available to CHA next year.</p> <p>The target number of vouchers the PHA should have leased for any given month is difficult to determine, however is based on known factors, such as voucher authorized, current funding levels and current program metrics but there are other estimates that are more difficult to predict that are part of the target number, such as future appropriation levels and changes in the economy and local housing market. CHA works with its HUD Field Representative each month to review HUD's two-year forecasting tool to determine their targets and decisions. The forecasting tool takes into consideration many of the factors described and generates an output of how many vouchers should be issued in the upcoming month to reach proper a number of vouchers leased.</p> | |
| <p>Voucher Turnover Rate/Attrition. The voucher turnover rate provides how many families will likely leave the program in any given month. This number affects the number of vouchers that need to be issued each month. If two families leave the program on average each month and the PHA has a success rate of 60%, the PHA will need to issue three to four vouchers each month to stay at the current level of leasing.</p> | |

| Instructions | |
|---|--|
| <p>1. General The data needed to update the report each month is derived from CHA's management information system.</p> | |
| <p>2. Family Searching Activity Report - Request for Tenancy Approval - Denied This figure represents a family request for tenancy approval that was denied by CHA and the family has been given more time to search for an acceptable unit.</p> | |
| <p>3. Request for Tenancy Approval Activity Report - Approved Waiting Lease/HAP/Move-in vs New Admissions Families where the request for tenancy was approved but delays in paper work, availability of the unit, etc. has resulted in the family not actually being under lease / taking position of the unit are recorded in this line. Families should be counted as new admissions, when the family has officially entered the program.</p> | |
| <p>4. Vouchers Leased Activity Report - Portability Absorption Activity The "Portability Absorption Activity" row is used to account for absorption activity that affects the number of ACC vouchers leased CHA is considered to have. If a port-in family is absorbed by CHA, the leased voucher is now considered part of CHA's ACC inventory and leased, therefore the voucher is added to the voucher leased count. While if a port-out family is absorbed by a receiving PHA, the voucher is no longer considered leased by the CHA and therefore the voucher should be subtracted from the CHA's voucher leased count.</p> | |

13. Housing Choice Voucher - Waiting List Status Report

| Housing Choice Voucher Waiting List Status Report as of 2/28/26 | | |
|--|---------------------------------|----------------------------|
| Applicant by Bedroom Size Needed | Number of Applicants | % of Applicants |
| 1 bedroom | 86 | 48% |
| 2 bedroom | 41 | 23% |
| 3 bedroom | 44 | 24% |
| 4 bedroom or more | 9 | 5% |
| Total | 180 | 100% |

14. Housing Choice Voucher - Inspection Activity Report

| Housing Choice Voucher Inspection Activity Report for the month ended 2/28/26 | | | | |
|---|---------------------|-------------------------------|-------------|--------------------------|
| Inspection Type | Due to be Completed | Initial Inspections Completed | % Completed | Re-Inspections Completed |
| Annual Inspections | 123 | 109 | 89% | 12 |
| Initial Inspections | 20 | 17 | 85% | 0 |
| Special Inspections | 13 | 9 | 69% | 4 |
| Quality Control | 5 | 5 | 100% | 0 |
| Total | 161 | 140 | 87% | 16 |

Purpose of Report

HUD requires voucher units to be inspected to ensure the unit meets standards of being safe, sanity and decent. Units are inspected based on HUD regulations and the PHA's policy. The report shows the number of inspections that should have been completed and the inspections completed by inspection type. The report demonstrates if inspections are completed on a timely basis.

Instructions

1. Due to Be Completed
 Enter the number of inspections that should have been completed for the inspection type during the month based on the PHA's policy and procedures, including any inspection that should have been completed in previous months. This figure does not include re-inspections.

2. Initial Inspections Completed and Re-inspections Completed
 Enter the number of initial inspections and re-inspections completed for the inspection type during the month.

16. Resident Services Grant Performance Activity as of 2/28/26

| CHALIS Grants | 2026 Percent Billed | Calendar Year 2026 Target Units | Calendar Year 2026 Target Grant Dollars | Jan. 2026 | Feb. 2026 | March 2026 | April 2026 | May 2026 | June 2026 | July 2026 | August 2026 | Sept. 2026 | Oct. 2026 | Nov. 2026 | Dec. 2026 |
|--|---------------------|---------------------------------|---|-----------|-----------|------------|------------|----------|-----------|-----------|-------------|------------|-----------|-----------|-----------|
| Healthy Home Connections (HHC): Case Managment | 8% | 11,548 | \$ 118,367 | 842 | \$ 839 | | | | | | | | | | |
| Independent Living Program (ILP): Case Managment | 30% | 3,333 | \$ 35,000 | 1,000 | 1000 | | | | | | | | | | |
| Moving Ahead Program: Out-of-School Programming | 29% | 67,460 | \$ 67,460 | 4,575 | \$ 4,500 | | | | | | | | | | |
| Moving Ahead Program: Out-of-School Programming | 25% | 14,118 | \$ 60,000 | 3,572 | \$ 3,207 | | | | | | | | | | |
| Moving Ahead Program: Out-of-School Programming | 0% | 32,220 | \$ 136,935 | 0 | \$ - | | | | | | | | | | |
| Moving Ahead Program: Family Development | 1% | 750 | \$ 60,000.00 | 7 | 76 | | | | | | | | | | |
| Moving Ahead Program: Family Education | 9% | 350 | \$ 3,062.50 | 33 | 8 | | | | | | | | | | |
| TOTALS | | 78273 | \$ 480,824.50 | | | | | | | | | | | | |

| HUD ROSS Grants | Enrolled Jan. 2026 | Enrolled Feb. 2026 | Enrolled March 2026 | Enrolled April 2026 | Enrolled May 2026 | Enrolled June 2026 | Enrolled July 2026 | Enrolled Aug. 2026 | Enrolled Sept. 2026 | Enrolled Oct. 2026 | Enrolled Nov. 2026 | Enrolled Dec. 2026 |
|--|--------------------|--------------------|---------------------|---------------------|-------------------|--------------------|--------------------|--------------------|---------------------|--------------------|--------------------|--------------------|
| Resident Opportunity and Self-Sufficiency (ROSS) | 4 | 12 | | | | | | | | | | |
| Family Self-Sufficiency Program (FSS) | 3 | 5 | | | | | | | | | | |

| 21st Century CCLC Grant | Oct. 2025 Dollars Invoice | Nov. 2025 Dollars Invoice | Dec. 2025 Dollars Invoice | Jan. 2026 Dollars Invoiced | Feb. 2026 Dollars Invoiced | March 2026 Dollars Invoiced | April 2026 Dollars Invoiced | May 2026 Dollars Invoiced | June 2026 Dollars Invoiced | Total Invoiced | Monthly Target | Annual Target | Percent Complete |
|-------------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|----------------------------|----------------|----------------|---------------|------------------|
| 21st Century CCLC 13th Cohort | \$ 10,947.00 | \$ 25,776.00 | \$ 51,546.00 | \$ 44,986.00 | | | | | | \$ 174,004.00 | \$ 33,314.67 | 399,776 | 44% |

18. HR- Summary Report-through 3/11/26

This report is provided to keep the Board informed on staffing capacity, compliance, and workforce stability.

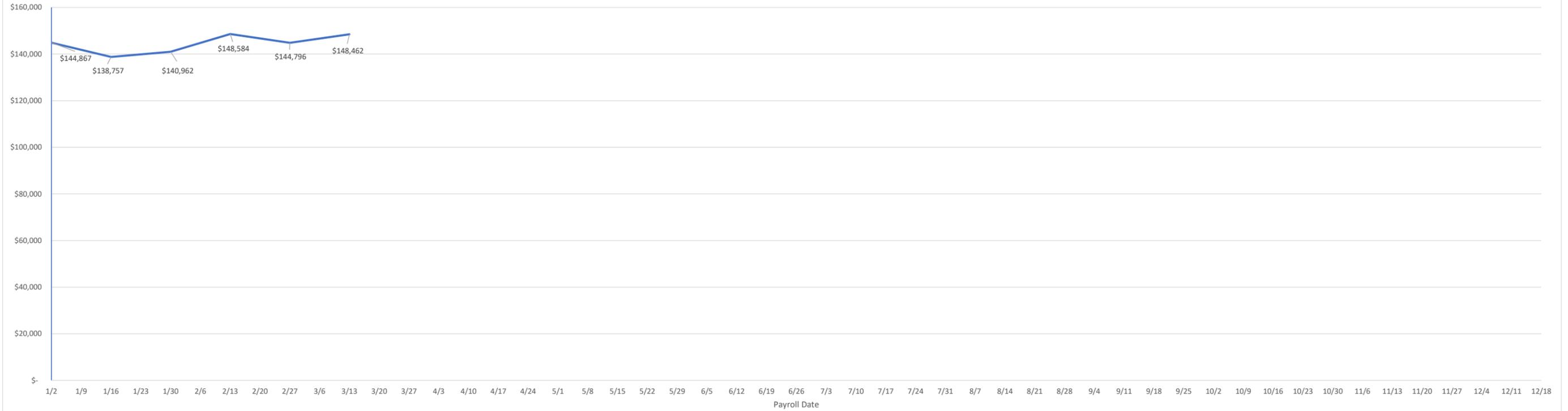
| Open Positions | | | |
|--|--|---------------------|---------|
| Department | Position | Previous open date | |
| Moving Ahead Program | MAP Assistant - PT | January 13th, 2026 | |
| Facilities and Modernization | Maintenance I - Oak Tower | February 9th, 2026 | |
| Facilities and Modernization | Maintenance II - Paquin Tower | February 9th, 2026 | |
| Finance | Accountant | February 19th, 2026 | |
| Moving Ahead Program | Summer MAP Assistant - PT Seasonal | March 12th, 2026 | |
| Staff Anniversaries | | | |
| Department | Position | Name | Years |
| Resident Services | Moving Ahead Program Coordinator | Michaela Flores | 9 Years |
| Housing Choice Voucher Operations | HCV Director | Kendra Jackson | 2 Years |
| Affordable Housing Operations | Affordable Housing Manager I - Stuart Parker | Katrina Colon | 2 Years |
| Housing Choice Voucher Operations | HCV Specialist | Latawanza Robinson | 1 Year |
| New Hires | | | |
| Department | Position | Name | |
| Affordable Housing Operations | Assistant Housing Manager - Paquin Tower | Angielee Guyton | |
| Moving Ahead Program | MAP Van Driver - PT | Mia Hawkins | |
| Moving Ahead Program | MAP Van Driver - PT | Richard Coleman | |
| Administration | Administrative Assistant | Danielle Gill | |
| Promotions | | | |
| Department | Position | Name | |
| Moving Ahead Program | MAP Assistant - 3/4 T | Kenny Douglas | |
| Performance Metrics | | | |
| Metric | March | February | |
| 12-month Rolling # Employee Separations | 17 | 17 | |
| 12-month Average # of Total Employees | 63 | 60 | |
| YTD Turnover Rate (Bench Mark 19%) | 27% | 28% | |
| HR Activities | | | |
| <ul style="list-style-type: none"> • All Staff BBQ - March 27th, 2026 • Preparing CHA Staff Engagement Survey | | | |
| IT Activities | | | |
| <ul style="list-style-type: none"> • Continuing to Coordinate IT set up at Kinney Point building including the following: <ul style="list-style-type: none"> • New internet to meet bandwidth requirements for staffing needs and remote viewing access to cameras (in progress) • Running cabling to provide wired internet connection to offices (in progress) • Working with 43Tc to set up networking and firewall equipment (in progress) • Set up staff offices • Working with Socket and 43Tc to consolidate internet service providers for increased speeds at lower overall cost | | | |

18. HR- Payroll Summary Report as of 3/13/26

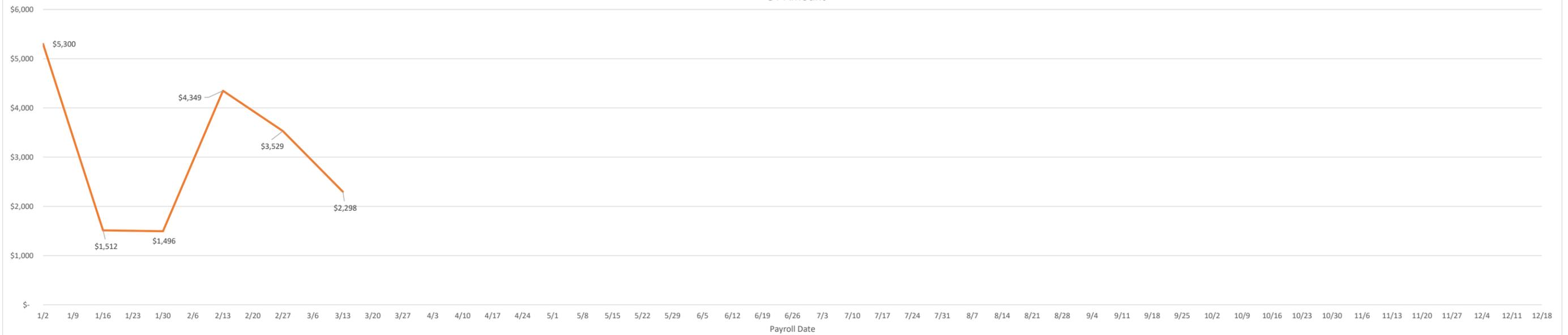
This report provides payroll transparency to the CHA Board of Commissioners.

| Payroll Item | 1/2 | 1/16 | 1/30 | 2/13 | 2/27 | 3/13 | 3/27 | 4/10 | 4/24 | 5/8 | 5/22 | 6/5 | 6/18 | 7/2 | 7/17 | 7/31 | 8/14 | 8/28 | 9/11 | 9/25 | 10/9 | 10/23 | 11/6 | 11/20 | 12/4 | 12/18 |
|----------------|------------|------------|------------|------------|------------|------------|------|------|------|-----|------|-----|------|-----|------|------|------|------|------|------|------|-------|------|-------|------|-------|
| Gross Wages | \$ 144,867 | \$ 138,757 | \$ 140,962 | \$ 148,584 | \$ 144,796 | \$ 148,462 | | | | | | | | | | | | | | | | | | | | |
| OT Amount | \$ 5,300 | \$ 1,512 | \$ 1,496 | \$ 4,349 | \$ 3,529 | \$ 2,298 | | | | | | | | | | | | | | | | | | | | |
| OT Hours | 128 | 36 | 36 | 108 | 88 | 63 | | | | | | | | | | | | | | | | | | | | |
| Sick Hours | 159 | 204 | 164 | 106 | 155 | 126 | | | | | | | | | | | | | | | | | | | | |
| Vacation Hours | 502 | 452 | 204 | 133 | 146 | 261 | | | | | | | | | | | | | | | | | | | | |

Gross Wages



OT Amount





Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: March 18, 2026

Re: Current Events

Executive Summary

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

Discussion

2/28: Black History Month Trivia. MAP and Randy
3/11: CDBG and HOME Application Meeting. Mary Ann
3/18: CHA Board of Commissioners Meeting
3/20: Central Missouri Recovery Coalition. Kendra
3/23-3/27: Randy out
3/23-3/27: HCV Executive Management Training. Kendra
3/27: CHA All Staff BBQ. Nate and Laura
3/29: St. Paul AME Church Meeting regarding CHA lots. Randy
4/1: Chamber Governmental Affairs. Randy
4/3: Chamber QMB, Housing Panel. Randy
4/3: Mayoral Proclamation for 70 Year Anniversary, Noon. All CHA
4/8: CDBG and HOME Letters of Intent Due. Randy, Mary Ann, Justin
4/9: NAHRO Washington Housing Updates.
4/15: CHA Board of Commissioners Meeting.
4/24: United Way Board Orientation. Randy
4/30: Chamber Local Government Day. Randy
5/1: CDBG and HOME Application Due.
5/6: CHA Boone County ARPA Check-in

Recommended Commission Action

Review and consider the report.