Columbia
HOUSING AUTHORITY

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, July 15, 2026**

Time: **5:30 p.m.**

Place: **CHA Administration Building, 201 Switzler**

I. Call to Order/Introductions

II. Roll Call

III. Adoption of Agenda

IV. Approval of Minutes

V. Commissioner Comment

VI. Public Comment (Limited to 5 minutes per speaker)

SPECIAL ITEM

VII. Family Self-Sufficiency Program Graduates

CLOSED SESSION PURSUANT TO SECTION 610.021(12) RSMo. – Sealed bids and negotiated contracts.

- **Developer consultant**
- **Insurance brokerage.**

RESOLUTIONS

VIII. **Resolution 3020:** Authorizing the Implementation of Market Rate Units at Park Avenue Apartments

IX. **Resolution 3021:** A Resolution Authorizing the Submission of a Continuum of Care Grant Renewal Application to the Department of Housing and Urban Development, Through the Missouri Balance of State Continuum of Care Application Process, to Provide Rental Housing Assistance to Homeless Persons with Disabilities and Authorizing the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Program as Described in the Grant application.

REPORTS

X. Annual Retreat Mission, Vision, Values and Strategic Planning Summary

XI. Monthly Financials

XII. CHA Department Reports

XIII. Current Events

CLOSED SESSION PURSUANT TO SECTION 610.021(3) RSMo. – hiring, firing, disciplining or promoting of a particular employee.

- Finance Transition

PUBLIC AND COMMISSIONER COMMENT

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

XV. Adjournment

If you wish to participate in the meeting and require specific accommodation or services related to disability, please contact Danielle Gill, Director of Administrative Assistant at (573) 443-2556 or TTY Relay 800.735.2966, at least one working day prior to the meeting. You can also contact Ms. Gill by email at the following address: dgill@columbiaha.com

Media Contact: Randy Cole, CEO
Phone: (573) 443-2556
E-mail: rcole@columbiaha.com
A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI
BOARD OF COMMISSIONERS MEETING
June 23, 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 June 23, 2026, in the Training Room of the Columbia Housing Authority Kinney Point Community Facility, 7 East Sexton, Columbia, Missouri 65203. Mr. Hutton, Chair, called the meeting to order at 4:35 p.m.

II. Roll Call:

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

CHA Staff:
Randy Cole, CEO
Darcie Hamilton, Housing Development Coordinator
Danielle Gill, Administrative Assistant
Caitlin Hammons, Director of Resident Services
Nate Hoemann, Human Resources Manager

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 May 20, 2026 Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting that occurred on May 20, 2026. Mr. Calloway made a motion to approve the minutes. A second was made by Mr. Smith. All Commissioners voted “aye”. Mr. Hutton declared the minutes adopted.

V. Election of Officers (CHA Chair and Vice Chair)*

Mr. Calloway nominated Mr. Hutton as Chair. Mr. Hutton accepted the nomination but also shared that this may be his final year as a Commissioner on the CHA board when his term expires next year. Mr. Hutton asked Ms. Oliveri if she would like to continue as Vice Chair. Ms. Oliveri accepted.

Mr. Hutton called for a motion to approve Mr. Hutton as Chair and Ms. Oliveri as Vice Chair. A motion to approve Mr. Hutton as Chair and Ms. Oliveri as Vice Chair was made by Mr. Calloway. Mr. Smith seconded the motion.
Yes: Smith, Allen, Oliveri, Hutton, Calloway

VI. Commissioner Comment
None.

VII. Public Comment
None.

CLOSED SESSION PURSUANT TO SECTION 610.021(12) RSMo. – Sealed Proposals. Developer Consultant RFP Proposal Review and Interviews.

Mr. Hutton called for a motion to go into closed session pursuant to Section 610.021(12) RSMo.- Sealed Proposals at 4:40 pm. A motion to go into closed session was made by Mr. Calloway. Mr. Allen seconded the motion.
Yes: Smith, Allen, Oliveri, Hutton, Calloway

Mr. Hutton called for a motion to go out of closed session pursuant to Section 610.021(12) RSMo.- Sealed Proposals at 6:53 pm. A motion to go out of closed session was made by Mr. Smith. Ms. Oliveri seconded the motion.
Yes: Smith, Allen, Oliveri, Hutton, Calloway

Ms. Hamilton left the meeting. Ms. Gill, Mr. Hoemann and Ms. Hammons arrived at 7:15 and were present for the remainder of the meeting.

SPECIAL ITEMS

VIII. Mission, Vision and Values Review

Mr. Cole reviewed the results of the survey that Board members completed prior to the meeting regarding potential changes to CHA's Mission, Vision and Values Statements. Mr. Cole noted that the survey results suggested that CHA's Mission should more explicitly reference supportive programming and resident services, and that CHA's Values should highlight CHA's commitment to stewardship and transparency. Mr. Cole asked the Board to review the new potential Mission, Vision and Values Statements and to provide input after the meeting.

IX. CHA Resident Survey, Senior Staff SWOT Analysis, Employee Engagement Survey

Mr. Cole reviewed the 2026 Resident Survey and noted that CHA received 162 responses. Mr. Cole noted that responses to questions about staff's professionalism and respect towards participants were very positive.

Mr. Cole reviewed the Senior Staff SWOT Analysis conducted earlier in the month. Mr. Cole remarked that senior staff believed that the areas they could grow in are improving our technology systems (i.e., our ERP system) and onboarding for new employees. Mr. Cole stated that these concerns were also apparent in the Employee Engagement Survey.

X. ERP Software Conversion and Modernization Draft Plan Overview

Mr. Cole stated that CHA has drafted a timeline of the planned ERP Software Conversion. Mr. Cole shared that CHA's hopes to work the software conversion into the budget Autumn 2026, procure a company in Q1 of 2027, assess and train staff in 2027, and complete conversion in 2028. Mr. Cole noted that the conversion will improve efficiency and solve the issue of staff being "kicked off" the remote desktop.

XI. Financial Capacity and Cash Management Overview

Mr. Cole asked the Board to draw their attention to the cashflow diagram and noted that the Central Office Cost Center and the CHA Business Activities Account will merge into one account after the full RAD Conversion.

XII. Redevelopment and Strategic Development Update

Mr. Cole noted that CHA received all of its final Tax Credit signoffs from MHDC and that the compliance checklist is nearly finished. Mr. Cole stated that CHA's priority is spending down funds for Providence Walkway.

XIII. Affordable Housing Partnership Opportunities

Mr. Cole acknowledged the importance of partnership with the City, County and other nonprofits in the area.

XIV. Commissioner Discussion: CHA Strategic Priorities

Mr. Cole and Commissioners agreed that CHA should emphasize its ability to provide supportive services and stability to residents, and that CHA should conduct outreach to the community and local government to communicate that. Mr. Cole stated that CHA would potentially like to expand Resident Services. Ms. Oliveri noted that a strategic priority should be to continue to reach out to landlords and expand the pool of properties that accept Housing Choice Vouchers. Mr. Cole stated that CHA should continue to focus on employee recruitment, retention, and succession planning, which is consistent with the points brought up in the recent SWOT Analysis. Mr. Smith suggested that CHA have more community and resident events and more widely promote the existing events.

REPORTS

XV. Monthly Financials

Mr. Cole noted that CHA's public housing fund is operating under budget on revenues. Mr. Cole noted that, overall, finances are stable across properties.

XVI. Current Events

None.

PUBLIC AND COMMISSIONER COMMENT

XVII. Public Comment

None.

XVIII. Adjournment

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Mr. Calloway. Seconded by Mr. Smith. Mr. Hutton called the meeting adjourned at 8:35 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 June 17, 2026, I posted public notice of the June 23, 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: July 15, 2026
Re: Resolution 3020: Authorization of Market-Rate Units at Park Avenue Apartments and Establishment of Board Policy for Future Mixed-Income Developments.

Executive Summary

Park Avenue Apartments was designed and funded as a mixed-income redevelopment that includes both affordable housing units and a limited number of unrestricted market-rate units. The inclusion of market-rate units was incorporated into the approved development financing, partnership documents, and regulatory agreements as part of the project's overall financing strategy.

While market-rate units have already been contemplated throughout the development process, this resolution formally establishes Board policy authorizing their implementation and provides administrative requirements for their long-term management.

Discussion

The resolution serves several important purposes:

- Formally authorizes leasing and operation of the approved market-rate units at Park Avenue Apartments.
- Establishes Board policy recognizing market-rate units as an appropriate strategic tool for future mixed-income developments when specifically approved by the Board.
- Delegates administrative authority to the Chief Executive Officer to implement leases, occupancy procedures, rent-setting methodologies, marketing, transfers, and related operational policies.
- Confirms that all market-rate units will continue to be administered in compliance with applicable HUD, LIHTC, MHDC, partnership, lender, and other regulatory requirements.
- Financial Impact.

The limited number of market-rate units is intended to strengthen the long-term financial sustainability of the development by generating additional operating revenue while supporting an economically integrated community. The resolution does not authorize additional expenditures or modify the approved project financing.

The resolution aligns with the Board's strategic direction of developing financially sustainable, mixed-income communities that expand housing opportunities while preserving long-term affordability. It also establishes a governance framework that may be utilized for future developments when specifically approved by the Board. actions for the project, including environmental review activities, subsidy layering review coordination, RAD transaction preparation, early start activity coordination, and financing-related approvals.

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Recommended Commission Action

Approve Resolution 3020 authorizing the implementation and operation of market-rate units at Park Avenue Apartments and establishing Board policy regarding the use of market-rate units in future Board-approved mixed-income housing developments.

Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 3020

A Resolution Authorizing the Implementation of Market-Rate Units at Park Avenue Apartments and Establishing Board Policy for Future Mixed-Income Developments

WHEREAS, the Housing Authority of the City of Columbia, Missouri ("CHA") has undertaken the redevelopment of Park Avenue Apartments through a mixed-finance structure utilizing the Low-Income Housing Tax Credit ("LIHTC") Program, Project-Based Voucher assistance, and other public and private financing sources; and

WHEREAS, the approved financing plan, development documents, and regulatory agreements contemplate a mixed-income residential community that includes both income-restricted affordable housing units and a limited number of unrestricted market-rate units; and

WHEREAS, the Board of Commissioners recognizes that the inclusion of market-rate units can strengthen the long-term financial sustainability of affordable housing developments, promote economic diversity, encourage neighborhood integration, broaden housing choice, and further the Housing Authority's mission of providing quality housing opportunities to the community; and

WHEREAS, the Board further recognizes that market-rate units are not subject to LIHTC income or rent restrictions but must be administered in accordance with applicable federal, state, local, financing, partnership, and regulatory requirements;

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1. Park Avenue Implementation

The Board of Commissioners hereby authorizes the implementation, leasing, and operation of the approved market-rate units within Park Avenue Apartments consistent with the approved development financing, Limited Partnership Agreement, Land Use Restriction Agreement, Extended Use Agreement, and all other applicable governing documents.

Section 2. Board Policy for Future Mixed-Income Developments

The Board hereby affirms that, where appropriate and approved as part of a future development financing plan, the incorporation of a limited number of market-rate units into future mixed-income housing developments owned or sponsored by the Housing Authority may be utilized as a strategic development tool to:

- Promote long-term financial sustainability;
- Foster economically integrated communities;
- Enhance neighborhood revitalization efforts;
- Expand housing choice for Columbia residents; and
- Support the Housing Authority's mission and long-term strategic objectives.

Nothing in this Resolution shall be construed as authorizing market-rate units within a future development unless such units are specifically approved by the Board of Commissioners as part of the applicable development, financing, or ownership structure.

Section 3. Administrative Authority

The Chief Executive Officer is authorized to establish and implement administrative policies, procedures, lease documents, occupancy standards, rent-setting methodologies, marketing practices, transfer procedures, and other operational practices necessary to administer market-rate units at Park Avenue Apartments and any future Board-approved mixed-income developments.

Such authority shall include, but not be limited to:

- Adoption and revision of lease forms and lease addenda;
- Establishment and periodic adjustment of market rents;
- Marketing and leasing of market-rate units in compliance with all applicable Fair Housing and nondiscrimination laws;
- Administration of transfers between market-rate and income-restricted units when permitted by applicable program requirements; and
- Adoption of administrative procedures necessary to ensure continued compliance with LIHTC, HUD, MHDC, investor, lender, partnership, and other regulatory requirements.

Section 4. Regulatory Compliance

Nothing contained in this Resolution shall supersede or modify any requirements imposed by the Internal Revenue Code, the Missouri Housing Development Commission, the United States Department of Housing and Urban Development, any Limited Partnership Agreement, Land Use Restriction Agreement, Extended Use Agreement, financing document, or any other applicable law or regulatory requirement governing a particular development.

____

Bob Hutton, Chairman

____

Randall Cole, Secretary

Adopted July 15, 2026

Determining Student Eligibility

If a student is applying for assistance on their own, apart from their parents, the PHA must determine whether the student is subject to the eligibility restrictions contained in 24 CFR 5.612. If the student is subject to those restrictions, the PHA must ensure that: (1) the student is individually eligible for the program, (2) either the student is independent from their parents or the student's parents are income eligible for the program, and (3) the "family" with which the student is applying is collectively eligible for the program.

PHA Policy

For any student who is subject to the 5.612 restrictions, the PHA will:

Follow its usual policies in determining whether the student individually and the student's "family" collectively are eligible for the program

Determine whether the student is independent from their parents in accordance with the definition of *independent student* in this section

Follow the policies below, if applicable, in determining whether the student's parents are income eligible for the program

If the PHA determines that the student, the student's parents (if applicable), or the student's "family" is not eligible, the PHA will send a notice of denial in accordance with the policies in Section 3-III.F, and the applicant family will have the right to request an informal review in accordance with the policies in Section 16-III.B.

Applicants seeking occupancy in unrestricted market-rate units may qualify regardless of student status, provided they satisfy all applicable income, rental history, occupancy, and other screening requirements. Student status alone shall not be a basis for denial of housing.

Income used to satisfy the Property's income requirements must be verifiable and may include employment income, financial aid that is permitted to be considered as income, recurring support payments, rental assistance, or other lawful sources of income accepted by the Property.

The Columbia Housing Authority (CHA) issues only one lease per household and does not execute separate leases for individual bedrooms or occupants. All individuals listed on the lease must occupy the unit as their primary and full-time residence. Co-signers, guarantors, or non-occupant leaseholders are not permitted

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3-III.E. SCREENING

Screening for Eligibility

PHAs are authorized to obtain criminal conviction records from law enforcement agencies to screen applicants for admission to the HCV program. This authority assists the PHA in complying with HUD requirements and PHA policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to obtain access to the records the PHA must require every applicant family to submit a consent form signed by each adult household member [24 CFR 5.903].

> PHA Policy
>
> The PHA will perform a criminal background check through local law enforcement for every adult household member.
>
> If the results of the criminal background check indicate that there may be past criminal activity, but the results are inconclusive, the PHA will request a fingerprint card and will request information from the National Crime Information center (NCIC).

While a PHA has regulatory authority to use criminal conviction records for the purpose of applicant screening for admission, there is no corresponding authority to use these records to check for criminal and illegal drug activity by participants, and therefore, PHAs may not use records for this purpose.

PHAs are required to perform criminal background checks necessary to determine whether any household member is subject to a lifetime registration requirement under a state sex offender program in the state where the housing is located, as well as in any other state where a household member is known to have resided [24 CFR 982.553(a)(2)(i)].

> PHA Policy
>
> The PHA will use the Dru Sjodin National Sex Offender database to screen applicants for admission.

Additionally, PHAs must ask whether the applicant, or any member of the applicant's household, is subject to a lifetime registered sex offender registration requirement in any state [Notice PIH 2012-28].

If the PHA proposes to deny assistance based on a criminal record or on lifetime sex offender registration information, the PHA must notify the household of the proposed action and must provide the subject of the record and the applicant a copy of the record and an opportunity to dispute the accuracy and relevance of the information prior to a denial of admission. [24 CFR 5.903(f) and 5.905(d)].

Screening for Suitability as a Tenant [24 CFR 982.307]

The PHA has no liability or responsibility to the owner for the family's behavior or suitability for tenancy. The PHA has the authority to conduct additional screening to determine whether an applicant is likely to be a suitable tenant.

PHA Policy

The PHA will not conduct additional screening to determine an applicant family's suitability for tenancy.

The owner is responsible for screening and selection of the family to occupy the owner's unit. The PHA must inform the owner that screening and selection for tenancy is the responsibility of the owner. An owner may consider a family's history with respect to factors such as: payment of rent and utilities, caring for a unit and premises, respecting the rights of other residents to the peaceful enjoyment of their housing, criminal activity that is a threat to the health, safety or property of others, and compliance with other essential conditions of tenancy.

HUD requires the PHA to provide prospective owners with the family's current and prior address (as shown in PHA records) and the name and address (if known) of the owner at the family's current and prior addresses. HUD permits the PHA to provide owners with additional information, as long as families are notified that the information will be provided, and the same type of information is provided to all owners.

The PHA may not disclose to the owner any confidential information provided to the PHA by the family in response to a PHA request for documentation of domestic violence, dating violence, sexual assault, stalking, or human trafficking, except at the written request or with the written consent of the individual providing the documentation [see 24 CFR 5.2007(a)(4)].

PHA Policy

The PHA will inform owners of their responsibility to screen prospective tenants and will provide owners with the required known name and address information, at the time of the initial inspection or before. The PHA will not provide any additional information to the owner, such as tenancy history or criminal history, etc.

CHA operates as an integrated mixed-income community consisting of both LIHTC PBV-restricted affordable units and unrestricted market-rate units. Market-rate units shall be leased at prevailing market rents and shall be physically integrated throughout the property. Residents of all income levels shall have equal access to amenities, services that they are eligible for, and common areas. The Owner and Property Manager shall administer the Development in compliance with all LIHTC regulations, fair housing requirements, and applicable state and local laws while maintaining the long-term financial sustainability of the property.

Available units may be advertised through the property's website, approved internet listing services, social media platforms, and other marketing channels.

The Property shall lease units on a first-qualified, first-served basis. Applications will be processed in the order received, and units will be offered to the first applicant who satisfies all applicable eligibility, screening, occupancy, and program requirements.

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The Properties market rate units are not provided with a preference based on participation in any particular rental assistance program. Applicants utilizing Housing Choice Vouchers (Section 8), Project-Based Vouchers, Veterans Affairs Supportive Housing (VASH) vouchers, or other lawful rental assistance programs will be considered under the same standards and procedures as all other applicants.

All leasing activities shall be conducted in accordance with applicable Fair Housing laws, LIHTC program requirements, and any other federal, state, and local regulations governing the Property. Management will not discriminate against any applicant on the basis of race, color, religion, sex, disability, familial status, national origin, or any other protected characteristic under applicable law.

The Property will maintain written records documenting the date and time applications are received and processed to ensure consistent administration of the first-qualified, first-served policy.

Market-Rate Unit Screening Criteria

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The following screening criteria shall apply only to applicants seeking occupancy in unrestricted market-rate units. Applicants for LIHTC-restricted units, Project-Based Voucher (PBV) units, or other affordable housing units shall be screened in accordance with the eligibility and occupancy requirements applicable to those programs.

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Income Requirement. Applicants must demonstrate verifiable gross monthly income equal to at least two (2) times the monthly rent amount for the market-rate unit being leased. Lawful sources of income may be considered, including employment income, self-employment income, benefits, and rental assistance. For applicants utilizing Housing Choice Vouchers (Section 8), Veterans Affairs Supportive Housing (VASH) vouchers, or other lawful rental assistance programs in a market-rate unit, the value of the rental assistance may be considered in determining whether the income requirement is satisfied, to the extent permitted by applicable law.

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Credit History. The Property does not establish a minimum credit score requirement for market-rate applicants and does not obtain or evaluate consumer credit scores as part of the market-rate screening process.

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Rental History. Market-rate applicants must not have any negative rental history within the three (3) years preceding the application date. Negative rental history includes:

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- Court-ordered evictions;
- Unlawful detainer judgments resulting in possession being awarded to a landlord; or
- Outstanding balances owed to a current or former landlord.

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These market-rate screening criteria shall be applied uniformly and consistently to all market-rate applicants in accordance with applicable fair housing laws and all federal, state, and local requirements

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Housing Authority of the City of Columbia, Missouri

Park Ave Housing Development Group, LP

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

PARK AVE APARTMENTS LEASE AGREEMENT

1. PARTIES AND PREMISES: The parties to this Lease are Columbia Housing, referred to as "CHA" or "Landlord", and ____________________________ the occupying family, referred to as the "Resident" or "Tenant". The Landlord leases to the Resident a_ **-bedroom** unit located at ____________________**, Columbia, MO 65203** referred to as "the Premises."

The Columbia Housing Authority, referred to as "CHA" or "Landlord" is the Management Agent for the property and acts in the capacity as the Landlord on behalf of the owner, Park Ave Housing Development Group, LP a Missouri Limited Partnership and the General Partner, Park Ave Housing GP, LLC, a Missouri Limited Liability Company (the General Partner).

The Property is a mixed-use and mixed-finance development consisting of;

- Low-Income Housing Tax Credit (LIHTC) units restricted at 30% and 60% AMI;
- Project-Based Vouchers (PVB) units are administered by the Housing Authority of the City of Columbia, Missouri
- Market-rate units not subject to income restrictions.

Residents acknowledge that program rules applicable to the assigned unit type are incorporated into this Lease.

ADD UNIT DESIGNATION CHECKBOXES: ☐ LIHTC – 30% AMI ☐ LIHTC – 60% AMI ☐ PBV Unit ☐ Market-Rate Unit

The Premises leased are for the exclusive use and occupancy of the Resident and the Resident's household consisting of the following named persons who will live in the premises:

Name	Date of Birth	Social Security #	Relationship
		XXX-XX-	HEAD

The premises shall not be occupied or used as a residence by any persons other than Resident and those persons named above, without the Landlord's written consent, unless otherwise permitted by the following provisions of this lease.

Any additions to the household members listed above require the advance written approval of the Landlord. This includes live-in aides and foster children or adults, but excludes natural births, adoptions and court awarded custody. The Landlord shall approve the additions if the addition will not require the family to transfer to a larger size unit and if the addition is determined eligible. Exceptions due to medical needs or other extenuating circumstances, including reasonable accommodation, will be made on a case-by-case basis. Resident shall report any additions or deletions in the household to the Landlord within ten (10) calendar days.

2. **LEASE TERM:** This Lease shall run for one year beginning on___________ **and ending on** _________.

This lease may renew automatically for additional terms of one year each, unless terminated as provided by this Lease.

3. **RENTAL PAYMENT:** Resident shall pay as rent to Landlord during the term of this lease monthly installments in the sum of______________________________**).** If this Lease begins on a day other than the first day of the month, the first month's rent shall be (**0.00**).

Rents are determined in accordance with regulations of the U.S. Department of Housing and Urban Development, the Internal Revenue Service, policies of the Missouri Housing Development Commission and local policy as contained in the adopted Administrative Plan for the Housing Choice Voucher Program. The rent to owner is subject to change during the term of the lease. This rent is based on the income and other information reported by Resident.

Monthly rent installments are due and payable in advance on the First day of each calendar month. Rent will be considered delinquent if full payment is not received by the Fifth day (5 days later) of the month. All payments due under the provisions of this lease are to be paid at – or mailed by first class mail to – the Management Agent's Administrative office at:

Park Ave Housing Development Group LP
c/o Columbia Housing Authority
201 Switzler Street
Columbia, MO 65203

Make checks or money orders payable to ***Park Ave Housing Development Group LP***

The Park Ave Housing Development LP does not accept cash or credit card payments.

The Park Ave Housing Development LP only accepts personal checks, cashier's checks or money orders only, made payable to ***Park Ave Housing Development Group LP***. Cash payments, credit cards, and second party checks will not be accepted.

4. **SECURITY DEPOSIT/CONDITION OF DWELLING UNIT AT END OF LEASE:** Resident agrees to pay and deposit with Landlord the sum of **$____________,**as a Security Deposit to be used solely upon termination of the lease as payment for amounts due under this lease.

The Park Ave Housing Development Group, LP prefers that the full Security Deposit be paid in full in advance on the first day of this term. However, prospective Residents may request to pay their Security Deposit in monthly installments. An initial down payment of two-hundred dollars ($200.00) is required prior to Resident occupying the unit. No family will occupy a unit until the initial down payment on the Security Deposit has been paid to the Landlord.

If a Security Deposit Installment Payment Schedule is approved, the resident must make regular payments as outlined in the payment schedule below. Failure to make payments in accordance with the Installment Payment Schedule will result in the termination of the resident’s lease and their eviction from the property. Installment payments shall be calculated based on household income. The installment payments will be calculated to be paid in full over a twelve (12) month period and set at an amount that will not cause the monthly rent and installment payment to exceed 40% of the household’s adjusted monthly income. A minimum installment payment of $25.00 is required.

Security Deposit Installment Payment Schedule

Month	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May
Amount												

Approved By:

Management ______________________ ______________________ ______________

Signature Printed Name Date

I agree to the Security Deposit Installment Payment Schedule listed above. I understand that each installment must be made on a monthly basis at the same time my rent is due. I understand that failure to make payments in accordance with the Installment Payment Schedule listed above will result in the termination of my housing lease and my eviction from the property.

______________________ ______________________ ______________

Resident’s Signature Printed Name Date

The Security Deposit shall be held by the Landlord as security for the performance by Resident of all of Resident's obligations under this Lease including, but not limited to, Resident's obligation to pay rent and to properly maintain and clean and not damage the Premises.

The Security Deposit shall not bear interest. If, at the end of the Lease Term or earlier termination of this Lease, Resident has performed all of Resident's duties under this Lease, then the Security Deposit shall be refunded to Resident, without interest. If Resident defaults in performance of any of Resident's duties under Lease (including, but not limited to, payment of Rent), or has not performed all of Resident's duties under this Lease at the end or termination of the Lease Term of this Lease, then the Security Deposit shall be applied to any Rents or sums due from Resident to Landlord and to any costs incurred by Landlord performing Resident's duties under this Lease including restoring the Premises to its original move-in condition excepting normal wear and tear at the time the Resident vacates the Premises. Restoring the Premises to its original move-in condition includes normal cleaning of the Premises including the stove, refrigerator, counters, cabinets, floors, closets, bathrooms, and removing Resident possessions and Resident-caused trash and debris from the yard. Following a move-out inspection for damages beyond normal wear and tear, the balance of the Security Deposit, if any, shall then be refunded by Landlord to Resident. Residents have the right to be present during the move-out inspection.

If the Security Deposit is inadequate to pay any unpaid rent or sum due Landlord, or to cause to be performed any duties of Resident to Landlord, or to repair any damages caused to the Premises by Resident, then Resident shall remain responsible to Landlord for any deficiency. An itemized statement of any rent or damage charges deducted from the Security Deposit, and of any refund due Resident, shall be forwarded to Resident at Resident's last known address within thirty (30) days after Resident returns possession of the Premises to Landlord. Resident shall advise Landlord of Resident's forwarding address when Resident vacates the Premises.

Resident shall, at the end of the Lease Term or earlier termination of the Lease Term, return the Premises and all of its appliances and equipment to Landlord in a clean, neat, and dirt- and debris-free condition, and in at least as good a condition as existed at the beginning of the Lease, normal wear and tear excepted. Resident shall be responsible to Landlord for any damage caused the Premises or any parts of the Premises, or any of its equipment or appliances, by Resident, Resident's family, Resident's dependents, guests, invitees or visitors.

5. PET DEPOSIT: It is agreed that Resident may have one pet in accordance with the Landlord Animal and Pet Ownership Policy incorporated herein by reference. (Attachment 4) Any pet must be registered with the Landlord in accordance with said Policy. In view of Resident's keeping of a pet, as described above, Resident shall deposit with Landlord an additional security Deposit, as a part of the Security Deposit to be held, used and administered under paragraph 4 of this Lease. Such additional deposit may be referred to as the "Pet Deposit." Such Pet Deposit is required to cover any additional damages to the Premises that might be caused by the pet properly registered with the Landlord. The Resident must pay the amount of $100.00 to the Landlord as a Pet Deposit before the pet may be on the premises or allowed to move into the residence. The Pet Deposit may be refunded if the pet is removed from the Premises and a unit inspection by Landlord documents no pet-related damages. No pet deposit is required for documented service animals.

Resident agrees not to allow any other pet(s), including pets belonging to visitors, to be on the Premises at any time. Resident agrees to abide by the Landlord's Animal and Pet Ownership Policy, incorporated herein by reference, and understands that the pet will not be allowed on the Landlord’s property until the Pet Deposit (indicated below) has been paid in full and documentation of current vaccinations, spaying/neutering and licensing are given to the Landlord. The Pet Deposit of $100.00 will be paid as follows: (check applicable payment option)

Please indicate Pet Deposit Payment Option Below. (Check Option and Initial)	
	Paid in full in advance before the first day of pet’s arrival in the unit; or
	Paid in monthly installments of $__________.00 per month prior to the pet’s arrival. The pet may move in upon receipt of the final payment of the down payment of $100.00.
Initial	***In all instances the pet deposit must be paid in full and documentation of current vaccinations, spaying/neutering and licensing must be given to the Landlord before the pet is allowed on the premises.***

6. COURT COSTS AND ATTORNEY FEES: In the event legal proceedings are required to recover possession of the Premises, and if judgment is entered against Resident in favor of Landlord in such proceedings, court costs and reasonable attorney's fees may be awarded at the discretion of the Court.

7. UTILITIES: Landlord shall provide the following utilities for the Park Ave Apartments as described below. Provision of utilities by the Landlord as described below is a part of this lease agreement but the Landlord shall not be liable for the failure to provide utility service if the failure to provide the utility service is beyond the Landlord’s control:

- **Residents of the Park Ave Apartments:** Resident agrees to obtain electric, water, sewer and trash services in Resident's name from local utility companies prior to moving into the leased Premises, and to maintain such utilities while residing in the leased unit. If the Resident fails to purchase and furnish these utilities for the Premises, Resident will be liable for and will be charged for any damage or maintenance resulting from the failure to maintain sufficient heat to prevent freezing of water pipes, failure to provide a continuous supply of water for operation of the sewage systems, and failure to properly clean and maintain the inside of the premises as well as the outside of the premises and the yard

No window air conditioning units will be allowed in any unit in the Park Ave Apartments.

The Utility Allowance Schedule for Resident Paid Utilities is posted in the Landlord's Management Offices. Utility allowances will be reviewed at least annually. The Schedule of Utility Allowances is not subject to the Grievance Procedure.

8. RENT RECERTIFICATIONS: Annually as established on the anniversary of their move-in date, the Resident agrees to provide updated information regarding income, employment, assets, expenses, family composition, and other necessary information to determine rent, eligibility and appropriate dwelling type and size for Resident’s family. Annual recertifications will be done for both the Low-Income Housing Tax Credit and Project-Based Voucher Programs. Residents relocated as a result of the Rental Assistance Demonstration (RAD) program conversion will retain their previous public housing annual recertification date. The reexamination process will begin approximately one hundred twenty (120) days in advance of the established anniversary date. Determinations will be made in accordance with the approved Administrative Plan posted in the Management Office and incorporated herein by reference. Any rent that is changed as a result of the annual reexamination will become effective on the established anniversary date.

The Landlord shall verify the information supplied by the Resident and use the verified information to calculate the amount of the Resident's rent.

If the Resident is reporting no income, the Landlord will schedule special rent reviews each month. Residents reporting zero income must submit Zero Income Certification Forms each month until a regular income source is established.

OVER-INCOME HOUSEHOLDS (140% RULE)

If Resident income exceeds 140% of the applicable LIHTC income limit at recertification:

- Resident may remain in occupancy;
- Landlord shall comply with the Next Available Unit Rule;
- Resident shall not be terminated solely for becoming over-income.

NEXT AVAILABLE UNIT RULE: Landlord shall rent the next available comparable or smaller unit to qualified low-income household as required by Section 42 of the Internal Revenue Code.

9. INTERIM RENT ADJUSTMENTS: Residents must report to the Landlord and their Section 8 Project-Based Housing Choice Voucher Program Specialist within ten (10) calendar days, any of the following changes in household circumstances that occur between annual rent recertifications:

a. A member has been added to the family through birth, adoption, or court-awarded custody; or

b. A household member has become a full-time student; or

c. A household member is leaving or has left; or

d. An adult member of the household obtains employment; or

e. Any change in household income more than $100.00 per month.

Residents must report changes in income, household composition or expenses to the Project-Based Voucher Program Specialist to request interim adjustments in accordance with the Administrative Plan. The Project-Based Voucher Program Specialist shall verify the information provided by the Resident to determine if a decrease or increase in their portion of rent is warranted.

10. EFFECTIVE DATE OF RENT CHANGE: The Landlord shall inform the Resident of any annual changes in the monthly rent. This amount shall be stipulated on the lease at the time the lease is renewed.

The Project-Based Voucher Program Specialist shall give the Resident written notice of any change in the calculation of the Resident's required payment of their share of the monthly rent (Total Tenant Payment). The notice shall be signed by the Project-Based Voucher Program Specialist, state the new amount the Resident is required to pay, the annual and adjusted income amounts that were used to calculate the Resident's rent, and the effective date of the new rental amount.

a. Rent Decreases: The Project-Based Voucher Program Specialist shall process rent decreases so that the lowered rent amount becomes effective on the first day of the following month.

b. Rent Increases: Rent increases are effective on the first day of the month following 30 days of the date of the change in income.

For LIHTC Units:

- Gross Rent limitations apply.
- Gross Rent includes Tenant-paid utilities and Utility Allowance.
- Under no circumstances shall rent exceed LIHTC maximum gross rent limits.

For PBV Units:

- Tenant rent portion is determined by the Housing Authority of the City of Columbia, Missouri
- Housing Assistance Payments (HAP) are governed by the PVB HAP Contract.

For Market-Rate Units:

- Rent is not income restricted.

Once the rental rate is established, it shall remain in effect until the effective date of the next annual recertification, unless another interim recertification and change is warranted.

11. RENT HIERARCHY: In the event of overlapping program requirements:

- HUD PBV regulations and the HAP Contract control subsidy determinations;
- LIHTC rent restrictions control maximum allowable gross rent;
- Missouri law and lease provisions govern market-rate tenancy obligations.

12. UTILITY ALLOWANCE / GROSS RENT TEST:

For LIHTC and PBV units:

- Gross Rent equals Tenant Rent plus Utility Allowance.
- Utility Allowance schedules shall be maintained by Landlord.
- Landlord reserves the right to adjust Tenant rent as necessary to maintain compliance.

13. RESIDENT OBLIGATION TO REPAY: Residents who pay rent based on income shall reimburse the Section 8 Project-Based Voucher program Landlord for the difference between the rent that was paid and the rent that should have been charged if the following circumstances occur:

a. Resident does not submit rent review information by the date specified in the Project-Based Voucher Program Specialist's request; or

b. Resident submits false information at Admission or at annual, special, or interim reviews.

c. It is found that Resident has misrepresented to the Project-Based Voucher Program Specialist the facts upon which Resident's rent is based, so that the rent Resident is paying is less than Resident should have been charged. If this is found, then the increase in rent will be made retroactive as stated in the Administrative Plan.

Resident is not required to reimburse the Landlord for undercharges caused solely by the Project-Based Voucher Program Specialist's failure to follow U.S. Department of Housing and Urban Development's procedures for computing rent.

14. OCCUPANCY: The Resident shall use the Premises as a private dwelling for Resident and the persons named in this Lease, and shall not permit its use for any other purpose without the written permission of the Landlord.

The Resident **shall**:

a. Not permit any persons other than those listed on this lease to reside at the Premises for more than seven (7) consecutive days and nights without obtaining the prior written approval of the Landlord or a total of thirty (30) days in any twelve-month period (see Section 14.k);

b. Not permit any homeless person or person without a permanent address to stay overnight or bring personal possessions onto the property in such a manner as to create a situation where they might establish residency or create a situation of "tenancy in sufferance."

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

c. Not sublet or assign the unit, or any part of the unit;

d. Not engage in or permit unlawful activities in the unit, in the common areas, or on the property grounds;

e. Not act or allow household members or guests to act in a manner that will disturb the rights or comfort of neighbors;

f. Not permit any member of the household, a guest, or another person under Resident's control to engage in any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the Premises by other residents or Authority employees;

g. Not permit any member of the household, a guest, or another person under Resident's control to engage in any activity listed on the CHA Crime Free Housing Addendum;

h. Use washers and dryers only in dwelling units with proper utility hook-ups;

i. Not install dishwashers or garbage disposals in dwelling units unless authorized in writing by the Columbia Housing Authority (CHA).

j. Not permit any member of the household, a guest, or another person under the Resident's control to engage in any violent or drug-related criminal activity or any other violations of the Crime-Free Housing Addendum (Addendum B), on or off the Premises.

With the written permission of the Landlord, the Resident can incidentally use the Premises for legally permissible income-producing purposes so long as the business does not infringe on the rights of other Residents. All such business-related uses of the Premises must meet all zoning requirements and the Resident must have the proper business licenses.

The Resident has the right to exclusive use and occupancy of the Premises, which includes reasonable accommodation of the Resident's guests, visitors and, with the consent of the Landlord, foster children and/or adults and the live-in care giver of the Resident's family. For purposes of this subpart, the term guest means a person who has his or her own permanent legal address. With the consent of the Landlord, a foster child or a live-in aide may reside in the unit. Live-in aide means a person that resides with an elderly person or a person with a disability, and who is determined to be essential to the care and well-being of the person, is not obligated for the support of the person, and would not be living in the unit except to provide the necessary supportive services.

Landlord has adopted reasonable policies as contained in the Administrative Plan concerning residence by a foster child or a live-in aide, and defining the circumstances in which Landlord consent will be given or denied. Under such policies, the factors considered by the Landlord may include:

(1) Whether the addition of a new occupant may necessitate a transfer of the family to another unit, and whether such units are available.

(2) CHA's obligation to make reasonable accommodations for persons with a disability. A non-disabled family living in a unit that contains accessible features for persons with disabilities may be required to move when there is an eligible family with a disability on the waiting list, or may request a transfer to a non-accessible unit when one becomes available.

15. CONDITION OF DWELLING: By signing this Lease and the Unit Inspection Report, the Resident acknowledges that the Premises are safe, clean and in good condition, and that all appliances and equipment in the Premises are in good working order as described on the Unit Inspection Report. This report, signed by both the Resident and Landlord, is attached to this Lease as Attachment 1.

At the time of move out, the Landlord shall complete another inspection of the Premises. When the Resident notifies the Landlord of intent to vacate, the Landlord shall advise the Resident of their opportunity to participate in the move-out inspection.

All Premises and the equipment provided by Landlord shall be inspected on an annual basis or more often if CHA has reason to believe that the property and Premises are not being taken care of properly.

16. RESIDENT OBLIGATIONS. The Resident agrees to:

a. Provide timely and accurate statements of income, assets, expenses and family composition at Admission, Interim, Special or Annual Recertifications in the Project-Based Voucher Program;

b. Provide timely and accurate statements of income, assets, family composition and student status for the Low Income Housing Tax Credit Program at Admission, Special or Annual Recertifications;

c. Inform Landlord of changes in student status at any time during residency;

d. Attend all scheduled reexamination interviews and to cooperate in the verification process in all programs;

e. Not furnish false or misleading information during the application or review process for all programs;

f. Maintain supportive services in households where required. Families who complete the Family Self-Sufficiency (FSS) program may continue in the unit;

g. Comply with the Section 8 Project-Based Voucher Program Statement of Family Responsibility;

h. Abide by the State law that requires all juveniles under 16 years of age to attend school on a regular basis, unless graduated or emancipated;

i. Voluntarily move within thirty (30) days of written notification if, in CHA's judgment, the Resident's self-reliance has deteriorated beyond the point where the scope of services offered by CHA or other health and human service agencies can assist the Resident in maintaining himself/herself;

j. Advise Landlord if resident will be absent from the unit for more than fourteen (14) consecutive days;

k. Move to an appropriate size unit if Landlord determines that the size of the dwelling unit is no longer appropriate to the Resident's needs. Resident will be given a reasonable time in which to move;

l. Not permit any person, other than the owner of such wheelchair, to operate a wheelchair while in any common areas of any CHA managed premises;

m. Pay reasonable charges for the repair of damages other than normal wear and tear to the Premises, development buildings, facilities or common areas caused by the Resident, Resident's household, guests or visitors and to do so within fourteen (14) days after the receipt of the Landlord's itemized statement of the repair charges. The Maintenance Standardized Charges are posted in the Landlord's office. If the item is not listed on the Schedule, the Resident shall be charged the actual cost the Landlord incurred;

n. Reimburse Landlord for any bank charges to the Park Ave Housing Development Group, LP for insufficient funds checks or bank withdrawals authorized by Resident. All insufficient funds checks or bank withdrawals authorized by Resident will be assessed an additional $15.00 insufficient funds charge upon each occurrence. Payment to CHA shall be made by the last day of the month in which the insufficiency occurred;

o. Reimburse Landlord for late fees incurred due to late payment of rent;

p. Keep the Premises and any other areas assigned for the Resident's exclusive use in a clean and safe condition; this includes keeping any yard space, steps, porch, balconies, and patios free of hazards, trash, litter and debris;

q. Use all appliances, fixtures and equipment in a safe manner and only for the purposes for which they are intended;

r. Allow Landlord to enter the unit for annual, special and housekeeping inspections after receiving 48 hours' notice of entry; allow Landlord to enter the unit for complaint inspections after receiving 24 hours' notice of entry;

s. Not litter the grounds or common areas of the property; to store on the exterior of the unit only furniture that is designed for outdoor use, such as a BBQ grills or bicycles that are in working order, and to keep these items in a neat and orderly manner behind the leased unit.

    (1) BBQ grills should not be placed within 10 feet of the building while in use or until the grill has completely cooled down and all fire and coals have been extinguished.

(2) Children's toys and bicycles should be placed in an orderly manner behind the leased unit. Playground equipment placed on property must be in safe and working condition with all parts in place.

(3) If a third notification from Landlord to Resident of a violation of the provisions of this subsection 16.6. is required, the violation shall be considered a major breach and violation of the Lease, and Landlord may, as a result of such violation, initiate proceedings to terminate this Lease in accordance with paragraphs 23 and 24 of this Lease;

t. Not place swimming pools 24 inches and/or taller on the property. All pools less than 24 inches tall shall be drained immediately after use and removed from the yard.

u. Give the Landlord prompt notice of any defects in the plumbing, fixtures, appliances, heating equipment or any other part of the unit or related facilities;

v. Keep or maintain any vehicle on the Premises in operating and safe condition (no major oil or fluid leaks);

w. Maintain a valid license plate, inspection sticker, and Landlord parking permit on Resident's vehicle. Vehicles on Premises without Landlord parking permits will be towed at owner's expense. Landlord parking permits can be revoked after notice has been given. Vehicles without a Landlord parking permit, or displaying a permit that has been revoked, or a vehicle not in operating condition or safe condition in the judgment of the Landlord will be towed at owner's expense within a reasonable period of time after notice by Landlord;

x. Not work on or repair vehicles on Landlord parking lots or streets;

y. Not park on any Landlord lawn area; remove garbage and other waste from the Premises in a clean and safe manner including proper bagging of trash before depositing in trash chutes where applicable; and agrees not to store trash bags and garbage behind the leased unit;

z. Not smoke or allow smoking in dwelling units, within 25 feet of playgrounds and/or in common areas in accordance with Addendum C, the Smoke-Free Housing Addendum, incorporated by reference to this lease;

aa. Maintain the Resident's unit in a clean, neat and debris free condition, so as to not to cause the Resident's unit to require three (3) Housekeeping Inspections within six (6) consecutive months; it being understood that three (3) failed Housekeeping Inspections within any period of six (6) consecutive months shall be considered to be a Major Breach of this Lease, which may result in Lease termination and eviction;

bb. Keep Resident's dwelling unit in good condition or in a condition which does not present any danger or hazard or nuisance or risk to the health or safety of Resident or a member of Resident's household, or to residents of other dwelling units, or to any guests; it being understood and agreed that Resident shall promptly notify CHA of any observed need for repairs to the dwelling unit or any other CHA property, and of any unsafe or unsanitary conditions of any dwelling unit or other CHA property;

cc. Not install dishwashers or garbage disposals without the prior written authority of CHA;

dd. Not tamper with or dismantle smoke detectors/carbon monoxide (CO) detectors that are installed for the protection of Resident or of Resident's dwelling unit, and which are required by federal regulations and local ordinances;

(1) The first (1st) offense of tampering with a smoke detector/CO detector shall result in a $50.00 fine.

(2) The second (2nd) offense of tampering with a smoke detector/CO detector shall be considered to be a Major Breach and violation of this Lease which may result in Lease termination and eviction.

ee. Not use recreational equipment in any common areas of any CHA property, development or premises, unless authorized in writing by CHA;

ff. Use only curtains or blinds in good repair as window coverings and to not place blankets, sheets, trash bags, aluminum foil, cardboard or any other items not designed as window coverings over windows without express written permission of CHA management. If a third notification from Landlord to Resident of a violation of the provisions of this subsection 16hh is required, the violation shall be considered a major breach and violation of the Lease, and Landlord may, as a result of such violation, initiate proceedings to terminate this Lease in accordance with paragraphs 23 and 24 of this Lease;

gg. Not undertake, or permit Resident or family or guests to undertake any hazardous acts or do anything that will damage the property;

hh. Not destroy, deface, damage or remove any part of the Premises, common areas, or property grounds;

ii. Not use, park or permit to be used or parked any recreation vehicles or trailers, including vehicles that are towed by another vehicle, on CHA property, without prior written authorization from the Site Manager and the Director of Safety;

jj. Not park or permit to be parked any vehicle on any Park Ave parking lot, without a resident parking permit; it being understood that CHA will issue one (1) parking permit for one (1) vehicle for each adult (over the age of 18) Resident or member of Resident's household;

kk. Not give accommodation to boarders or lodgers, nor allow a former resident of the Landlord who has been terminated or evicted to occupy the unit for any period of time after being notified by the Landlord that they are not allowed to do so;

ll. Not allow individuals on the CHA trespass list entry into the leased unit or on Park Ave property after being notified that they are not allowed on the Premises;

mm. Not permit any homeless person or person without a permanent address to stay overnight or bring personal possessions onto the property in such a manner as to create a situation where they might establish residency or create a situation of "tenancy in sufferance."

(1) Persons who cannot provide documentation of a permanent address are considered homeless and at risk of establishing residency as a tenant in sufferance. Documentation of a permanent address would include a current lease or utility bill in the person's name or similar proof of permanent residency.

(2) Public Housing Residents who desire to have visitors who do not have a permanent address should contact the CHA Safety Department at 573-449-1991 prior to the person coming onto CHA property to request written permission to allow the person onto CHA property. Permission will only be granted in exceptional circumstances.

(3) Persons without a permanent address will also be screened for prior involvement in criminal activity during the past five (5) years.

nn. Conduct himself/herself and cause other persons on the premises with Resident's consent to conduct themselves in a manner which will not be disturbing to Resident's neighbors' peaceful enjoyment of their property and in a manner that will be conducive to maintaining the development in a decent, safe and sanitary condition;

oo. Ensure that the Resident, all members of the household and guests do not engage in:

(1) Any criminal activity that threatens the health or safety, or right to peaceful enjoyment of the Landlord's housing premises by other Residents or employees of Landlord, to include, but not limited to threats to other residents or staff, peace disturbance arrest, arrest of trespassers that the resident has been informed are not allowed on the property, sexual molestation, debauchery of a minor, prostitution and other similar or related sexual misconduct, and any crime listed on the Crime Free Housing Addendum; or

(2) Any drug-related criminal activity, misdemeanor or felony, on or off the Premises. Any criminal activity in violation of the preceding sentence shall be cause for termination of the lease, and for eviction from the unit. The term “drug-related criminal activity” means the illegal manufacture, sale, distribution, use or possession of a controlled substance or drug paraphernalia, or the possession with intent to manufacture, sell, or distribute a controlled substance or drug paraphernalia. The term controlled substance means any substance real or imitation as defined by city, state, and federal laws; or

(3) Intentionally, knowingly or recklessly carry any deadly weapon on or about their person or display a deadly weapon in connection with a verbal or nonverbal threat of bodily harm, or shooting, throwing any object at, or otherwise damaging any property through the intentional, unintentional, reckless, careless or negligent use of any deadly weapon (with “deadly weapon” including, but not being limited to, any firearm, club, explosive, other form of weapon, knife, knuckles, BB pellets or pellet guns); not abuse alcohol to the point of interfering with the health, safety or right to peaceful enjoyment of the premises by other residents or Landlord.

17. LANDLORD OBLIGATIONS. The Landlord agrees to:

a. Maintain the Premises and the property in decent, safe and sanitary condition;

b. Comply with requirements of applicable building codes, housing codes materially affecting health and safety, and U.S. Department of Housing and Urban Development regulations;

c. Make necessary repairs to the Premises;

d. Maintain the common grounds in a reasonably safe condition, however, Landlord cannot be held responsible for inclement weather conditions which may result in safety hazards beyond control of the Landlord;

e. Maintain in good and safe working order and condition electrical, plumbing, sanitary, heating, ventilating, and other facilities and appliances, including elevators, supplied or required to be supplied by the Landlord;

f. Provide and maintain appropriate receptacles and facilities for the deposit of garbage, rubbish, and other waste removed from the Premises by the Resident;

g. Supply running water and reasonable amounts of hot water and heat at appropriate times of the year (according to local customs and usage) except where heat or hot water is generated by an installation within the exclusive control of the Resident and supplied by a direct utility connection;

h. Notify the Resident of the specific grounds for any proposed adverse action by CHA. (Such adverse action includes, but is not limited to, a proposed lease termination, transfer of the Resident to another unit, imposition of charges for maintenance and repair, or for excess consumption of utilities.)

   When CHA is required to afford the Resident the opportunity for a hearing under the CHA grievance procedure for a grievance concerning a proposed adverse action:

   (1) The notice of proposed adverse action shall inform the Resident of the right to request such hearing. In the case of a lease termination, a notice of lease termination in accordance with Section 24 of the lease shall constitute adequate notice of proposed adverse action.

   (2) In the case of a proposed adverse action other than a proposed lease termination, CHA shall not take the proposed action until the time for the Resident to request a grievance hearing has expired, and (if a hearing was timely requested by the Resident) the grievance process has been completed.

The above provisions of this Section 17 notwithstanding, and any provisions of this Lease notwithstanding, Resident, members of Resident’s household and Resident’s guests are completely responsible for their own safety with respect to accumulations of snow, ice, water and other weather related conditions. While CHA will make a reasonable effort to remove or treat excessive accumulations of snow, ice, water and other related conditions on main walkways, of which such accumulations it has actual notice and reasonable time to remove or treat same, in due course, CHA shall not be responsible for injury to persons or damages to property caused by any such accumulations or other weather related conditions on CHA property, and Resident agrees that such shall be the case on behalf of Resident and all members of Resident's household and Resident's guests.

18. UNINHABITABLE PREMISES. If the Premises are rendered uninhabitable, regardless of cause:

a. The Resident shall immediately notify the Landlord.

b. The Landlord shall be responsible for repair of the unit within a reasonable time. If the Resident, household members or guests caused the damage, the reasonable cost of the repairs shall be charged to the Resident.

c. The Landlord shall offer standard alternative accommodations, if available, when necessary repairs cannot be made within a reasonable time. Landlord is not required to offer Resident other accommodations if the hazardous condition was caused by the Resident, a member of Resident's household or guests. If the Landlord determines that the Premises are uninhabitable because of imminent danger to life, health, and safety of the Resident and alternative accommodations are refused by the Resident, this Lease shall be terminated.

d. The Landlord shall make a provision for rent abatement in proportion to the seriousness of the damage and loss in value if repairs are not made within a reasonable time. No abatement of rent shall occur if the Resident rejects the alternative accommodations or if the Resident, Resident's household, or guests caused the damage.

19. RESTRICTION ON ALTERATIONS: The Resident shall ***not*** do any of the following without first obtaining the Landlord's written permission. Failure to obtain written permission may result in assessment of charges for damages:

a. Dismantle, change or remove any part of the appliances, fixtures or equipment in the Premises. This includes hand-held shower heads, faucet aerators, compact fluorescent & LED light bulbs and other energy-efficient devices.

b. Dismantle, change or remove any part of the smoke detector(s) and/or carbon monoxide detector(s) in the Premises.

c. Paint or install wallpaper or contact paper in the Premises.

d. Attach awnings or window guards in the Premises.

e. Attach or place any fixtures, signs, or fences on the building(s), the common areas, or the property grounds.

f. Attach any shelves, screen doors, or other permanent improvements in the Premises.

g. Install or alter carpeting, resurface floors or alter woodwork.

h. Install dishwashers, ceiling fans, heaters, garbage disposals, or air conditioners in the Premises.

i. Place any aerials, antennas, satellite or TV dishes or other electrical, television, telephone, or cable service connections on the Premises.

j. Install additional or different locks or gates on any doors or windows of the Premises.

k. Operate a business as an incidental use in the Premises.

l. Store or keep flammable or hazardous materials which are not designated by the manufacturer for use and/or storage inside the dwelling upon the Premises.

20. ACCESS BY LANDLORD: The Landlord shall provide 48 hour (two days) advance written notice to the Resident of intent to enter the Premises for the purpose of performing routine inspections and preventive maintenance, monthly pest extermination or to show the Premises for re-renting. The notice shall specify the date, estimated time, and purpose for the entry. The Resident shall permit the Landlord, Landlord's agents, or other persons when accompanied by the Landlord, to enter the Premises for these purposes. In the event that the Resident and all adult members of the household are absent from the Premises at the time of entry, the Landlord shall leave a card stating the date, time and name of the person entering the Premises and the purpose of the visit.

The Landlord may enter the Premises at any time without advance notice when there is reasonable cause to believe an emergency exists. Resident notice to Landlord for repairs shall be deemed authorization by Resident for Landlord to enter the leased premises without prior notice to make necessary repairs.

A work order request for repairs to a unit implies consent of entry and does not require prior written notice to the resident.

21. SIZE OF DWELLING: The Resident understands that the Landlord assigns Premises according to the Occupancy Standards published in its Administrative Plan. The Occupancy Standards consider the type (such as Premises designed for the elderly or handicapped) and size of the Premises required by the number of household members. If the Resident is or becomes eligible for a different type or bedroom-size unit and an appropriate unit under Landlord's transfer procedures becomes available, the Resident shall be given a reasonable period of time to move and a new lease will be signed. The time to move shall not exceed thirty (30) days unless an unusual hardship condition exists.

If the Landlord determines that a Resident must transfer to another unit based on family composition, the Landlord shall notify the Resident. The Resident may ask for an explanation stating the specific grounds of the determination, and if the Resident does not agree with the determination, the Resident may request a hearing in accordance with the Landlord's Grievance Procedures. A non-disabled family living in a unit that contains accessible features for persons with disabilities may be required to move when there is an eligible family with a disability on the waiting list or transfer list. If the Resident fails to move to the designated Premises within the notice period specified by the Landlord, the Landlord may terminate this lease.

Landlord retains the authority to transfer residents as necessary to:

- Maintain Applicable Fraction compliance;
- Comply with LIHTC set-aside requirements;
- Meet accessibility obligations;
- Maintain PVB compliance.

22. ACCOMMODATION OF PERSONS WITH DISABILITIES: Resident may, at any time during the tenancy, request reasonable accommodation for a household member with a disability, including reasonable accommodations so that the resident can meet lease requirements or other requirements of tenancy.

23. LEASE TERMINATION BY LANDLORD: Any termination of this Lease shall be carried out in accordance with U.S. Department of Housing and Urban Development regulations, IRS regulations, State and local law, and the terms of this Lease. The Landlord shall not terminate or refuse to renew the Lease other than for serious or repeated violation of material terms of the Lease, such as, but not limited to, the following:

a. Failure to provide timely and accurate statements of income, assets, expenses and family composition at Admission, Interim, Special or Annual Recertifications;

b. Failure to provide timely and accurate statements of income, assets, family composition and student status for the Low Income Housing Tax Credit Program at Admission, Special or Annual Recertifications;

c. Failure to inform Landlord of changes in student status at any time during residency;

d. Failure to attend scheduled reexamination interviews or to cooperate in the verification process;

e. Furnishing false or misleading information during the application or review process;

f. Failure to maintain supportive services in households where required;

g. Failure to comply with the Section 8 Project-Based Housing Choice Voucher Program Statement of Family Responsibility;

h. Termination of assistance to the family under the Section 8 Project-Based Housing Choice Voucher Program by the CHA;

i. Resident’s self-reliance has deteriorated beyond the point where the scope of services offered by CHA and/or other health and human service agencies can assist the Resident in maintaining himself/herself;

j. Assignment or subleasing of the premises or providing accommodation for boarders or lodgers;

k. Use of the premises for purposes other than solely as a premises for the Resident and Resident's household as identified in this Lease, or permitting its use for any other purpose without the written permission of the Landlord;

l. Failure to abide by necessary and reasonable rules made by the Landlord for the benefit and wellbeing of the housing development and the Residents;

m. Failure to comply with the CHA Animal and Pet Ownership Policy;

n. Nonpayment of rent or other charges due under the Lease (i.e. work orders, utilities), or repeated chronic late payment of rent (three times in a twelve month period);

o. Fail to reimburse Landlord for late fees incurred due to late payment of rent;

p. Breach of the terms of a repayment agreement entered into with CHA;

q. Failure to pay reasonable charges for the repair of damages to the premises, property buildings, facilities or common areas;

r. Failure to abide by applicable building and housing codes materially affecting health or safety;

s. Failure to allow the exterminator into the unit for the monthly treatment for pest control or failure to comply with requirements for pest control treatment;

t. Failure to allow CHA staff into the unit to complete annual, special or housekeeping inspections after receiving 48 hour notification;

u. Failure to allow inspection of the premises;

v. Failure to ensure the smoke detector and/or carbon monoxide detector is operational at all times;

w. Failure to dispose of garbage, waste and rubbish in a safe and sanitary manner;

x. Failure to maintain any yard space, steps, porch, balconies, or patios by keeping them free of hazards, trash, litter and debris;

y. Failure to use electrical, plumbing, sanitary, heating, ventilating, air conditioning and other equipment, including elevators, in a safe manner;

z. Failure to comply with the CHA Pest Control Policy;

aa. Failure to comply with the CHA Smoke Free Housing Policy (Addendum C);

bb. Acts of destruction, defacement or removal of any part of the premises, or failure to cause guests to refrain from such acts;

cc. Failure to abide by the CHA Parking Policy;

dd. Allowing individuals who have been terminated or evicted to occupy the unit for any period of time;

ee. Permitting any homeless person or person without a permanent address to stay overnight or bring personal possessions onto the property in such a manner as to create a situation where they might establish residency or create a situation of "tenancy in sufferance."

1) Persons who cannot provide documentation of a permanent address are considered homeless and at risk of establishing residency as a tenant in sufferance. Documentation of a permanent address would include a current lease or utility bill in the person's name or similar proof of permanent residency.

2) Public Housing Residents who desire to have visitors who do not have a permanent address should contact the CHA Safety Department at 573-449-1991 prior to the person coming onto CHA property to request written permission to allow the person onto CHA property. Permission will only be granted in exceptional circumstances.

3) Persons without a permanent address will also be screened for prior involvement in criminal activity during the past five (5) years.

ff. Allowing individuals on the CHA trespass list entry into the unit or on the property after being informed they are not allowed on the premises;

gg. Any activity that threatens the health, safety, or right to peaceful enjoyment of the premises by other Residents or employees of the Authority, including activities listed on the Crime Free Housing Addendum;

hh. Any violent or drug-related criminal activity on or off the premises;

ii. Alcohol abuse that the Landlord determines interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents or Landlord;

jj. Determination that a family member has knowingly permitted an ineligible non-citizen not listed on the lease to permanently reside in their housing unit;

kk. Determination or discovery that a resident is a registered sex offender;

ll. Determination or discovery that any household member has been convicted of the manufacture or production of methamphetamine in federally assisted housing.

mm. Determination or discovery that a Resident or member of the Resident household is fleeing to avoid prosecution, or custody or confinement after conviction, for a crime, or attempt to commit a crime, that is a felony under the laws of the place from which the individual flees, or violating a condition of probation or parole imposed under federal or state law;

nn. Any other good cause.

oo. Breach of or failure to perform in accordance with any of the provisions of this Lease Agreement, all of which such provisions are material and are of the essence of this Lease.

The Landlord enforces the Lease in accordance with the Violence Against Women Reauthorization Act of 2013 (VAWA), which gives CHA the explicit authority to bifurcate a lease, or to remove a household member from a lease, "in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant." The Violence against Women Act of 2013 explicitly prohibits Public Housing Authorities from considering incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking as "other good cause" for terminating the tenancy or occupancy rights of the victim of such violence [24 CFR 5.2005(c)(1)]. The Landlord will pursue all such terminations in accordance with the policies outlined in the Administrative Plan, and as prescribed by HUD. The Resident agrees to abide by the VAWA policies.

If this lease is terminated in accordance with Sections 23 and 24 of this Lease, then Resident shall immediately vacate the Premises and shall peaceably deliver possession of the Premises to the Landlord, in the condition required by this Lease, together with all keys therefor, and shall remove from the Premises all other persons occupying the Premises and Resident's possessions. Landlord shall be permitted to immediately enter into possession of the Premises subject to Section 30. The Security Deposit, if any, shall be applied by Landlord in the manner described in Section 4 of this Lease, and the balance, if any, shall be refunded to Resident within thirty (30) days after Resident returns possession of the Premises to Landlord, provided that if the Security Deposit is not adequate to pay for Resident's duties and obligations to Landlord, Resident will remain obligated to Landlord for the deficiency.

24. NOTICE OF LEASE TERMINATION: The Notice to Vacate required by State or local law may be combined with or run concurrently with a Notice of Lease Termination required by this lease. The Notice of Lease Termination from the Landlord shall be either personally delivered to the Resident or to an adult member of the Resident's family residing in the premises, or sent to the Resident by First Class Mail, properly addressed, postage pre-paid. The Landlord shall give adequate written notice of termination of the Lease as follows:

a. A reasonable period of time, but not to exceed 30 days:
    1) If the health or safety of other residents, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
    2) In the event of any drug-related or violent criminal activity or any felony conviction;
b. Fourteen days in the case of nonpayment of rent or security deposit installment payments; and
c. Thirty days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

The notice shall specify the date the Lease shall be terminated; state the grounds for termination with enough detail for the Resident to prepare a defense; and advise the Resident of the right to reply as he or she may wish, to examine the Landlord's documents directly relevant to the termination or eviction, to use the Grievance Policy to contest the termination, and/or to defend the action in court. The Landlord shall rely solely on the grounds stated in the Notice of Lease Termination in the event eviction action is initiated.

Either of the following types of criminal activity by the Resident, any member of the household, a guest, or visitor, shall be a violation of a material term of the lease and cause for termination, and CHA shall notify the local post office that the individual or family is no longer residing there as required by HUD regulations:

a. Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the CHA’s housing premises by other residents or employees of CHA;
b. Any drug-related criminal activity on or off CHA’s housing premises.
c. Any violation of the Crime-Free Housing Addendum (Addendum C).

25. LEASE TERMINATION BY RESIDENT: The Resident shall give the Landlord a 60-day written notice before moving from the premises. This written notice must include two full rental periods. A rental period is defined as one full calendar month from the first day of the month to the last day of the month. If the Resident does not give the full 60-day notice, the Resident shall be liable for rent to the end of the notice period or to the date the Premises are re-rented, whichever date comes first.

26. TERMINATION OF LEASE UPON DEATH OR INCAPACITY OF RESIDENT: Upon the death of the Resident, or if there is more than one Resident, upon the death of all Residents, the Landlord shall conduct a home visit to determine if anyone is residing in the unit. Once the Landlord has confirmed the death of the Head of Household (HOH) of a single member household - documented by Obituary, Death Record, or other information obtained – Landlord shall end Resident's participation in the Project-Based Voucher Program effective as of the date of death listed in the Enterprise Income Verification (EIV) Deceased Tenants Report or the date on which the family or designee of the deceased tenant's estate returns the keys and signs a notice to vacate; or the date the lease was terminated; or the date the Landlord legally regains possession of the unit, whichever occurs first.

The Landlord may grant the designated personal representative of the Resident's estate a maximum of fourteen (14) days to remove the Resident's belongings and return possession of the unit to CHA unless the rent has been paid for the month in which the death occurs, in advance of the date of death. In those instances, the family or designee of the deceased tenant's estate should be allotted time through the end of the month in which the rent has been paid, or fourteen consecutive days from the date the PHA is notified of the death, whichever is greater.

If possession of the unit is not returned to CHA within the allotted time frame, CHA may go to court to regain possession and may end Resident's participation in the Project-Based Voucher Program on the date possession is regained. The termination of a Lease under this section shall not relieve the Resident's estate from liability either for payment of rent or other amounts owed prior to or during the allotted time frame, for court costs incurred in regaining possession of the unit, or for the payment of amounts necessary to restore the premises to their condition at the beginning of the Resident's occupancy, normal wear and tear excepted.

If during the term of this Lease the Resident, by reason of physical or mental impairment, is no longer able to comply with the material provisions of this Lease and the Landlord cannot make a reasonable accommodation to enable the Resident to comply with the Lease, then actions to terminate the lease shall be taken.

27. RESIDENT'S PERSONAL PROPERTY: The personal property of the Resident, members of the household, guests, or other persons claiming through the Resident, shall be placed on the leased premises or on any other part of the premises at the sole risk of Resident, members of the household, guests, or other persons owning the same. The Landlord shall not be liable for the loss, fire, damage, destruction, theft or any injury to such property. Resident is encouraged to obtain Renter's Insurance coverage on such personal property. Landlord does not provide storage for any personal property in buildings, garages or on parking lots.

28. PROPERTY ABANDONMENT: If the Resident and Resident's family are absent from the premises for fourteen (14) consecutive days during the lease term or any renewal period without notice of such absence to the Landlord, the leased unit may be deemed to be abandoned. Investigation by Landlord shall be documented to confirm the reasonable appearance of Resident's abandonment in that all or most of Resident's property has been removed, mail service has been forwarded, lack of phone or utilities service, and/or neighbor's knowledge that the Resident has vacated.

The Landlord will make reasonable efforts to secure the premises against vandalism and attach a notice of entry to the door of the abandoned unit. If there is no response to this notice after ten (10) days, or if all the Resident's possessions have been removed, Landlord will take possession of the unit.

If Resident fails to remove from Resident's dwelling unit, at the conclusion of the Lease Term, or upon the legal termination of the Lease or the Lease Term, any personal property of Resident or of the members of Resident's family or household, then CHA may remove and dispose of such property, in accordance with prescribed orders from the 13th Circuit Court of Boone County, Missouri. In this event, the CHA shall have no liability, obligation or responsibility to Resident or the members of Resident's household for the disposition of such property.

29. DELIVERY OF NOTICES:

a. Notice by Landlord: Any notice from the Landlord shall be in writing and either personally delivered to the Resident or to an adult member of the Resident's family residing in the premises, or sent to the Resident by first-class mail or may be affixed to the front door of Resident's dwelling unit, if no one appears to be present in the dwelling unit. If the resident is visually impaired or has a disability which precludes providing a written notice, notices shall be in accessible format.

b. Notice by Resident: Any notice to the Landlord shall be in writing, and either personally delivered to the Landlord at the Landlord's Office, or sent to Landlord by first-class mail, postage pre-paid and addressed to: The Columbia Housing Authority, 201 Switzler Street, Columbia MO 65203. If the resident is visually impaired or has a disability which precludes providing a written notice, notices shall be in accessible format.

30. GRIEVANCES: All disputes concerning the obligations of the Resident shall be resolved in accordance with the Grievance Procedures policy adopted by Landlord, which shall be posted in a conspicuous manner in the Management Offices. The Grievance Procedures are incorporated herein by reference as Attachment 2.

For issues related to tenancy and termination of assistance, the Project-Based Voucher (PBV) program rules require the Project Owner to provide an opportunity for an informal hearing, as outlined in 24 CFR Section 982.555. The Rental Assistance Demonstration (RAD) program will specify alternative requirements for 24 CFR Section 982.555(b) in part, which outlines when informal hearings are not required, to require that:

a. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR Section 982.555(a)(l)(i)-(vi), an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a Project Owner action in accordance with the individual's requirements that adversely affect the resident's rights, obligations, welfare, or status.
   1) For any hearing required under 24 CFR Section 982.555(a)(l)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program. The hearing officer must be selected in accordance with 24 CFR Section 982.555(e)(4)(i).
   2) For any additional hearings required under RAD, the Project Owner will perform the hearing.
b. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or contract administrator.
c. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR Section 982.555(c)(l) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR Section 982.555(a)(l)(i)-(vi).
d. The Project Owner provides opportunity for an informal hearing before an eviction.

When the CHA is required to afford the Resident the opportunity for a hearing in accordance with the CHA's Grievance Procedure for a grievance concerning the lease termination, the tenancy shall not terminate (even if any notice to vacate under State or local law has expired) until the time for the Resident to request a grievance hearing has expired, and (if a hearing was timely requested by the Resident) the grievance process has been completed.

Before the Landlord shall schedule a Formal Grievance Hearing for any grievance concerning the amount of rent the Landlord claims is due, the Resident must first bring his or her rent account current by paying to the Landlord an amount equal to the amount of rent due and payable as of the first of the month preceding the month in which the act or failure to act took place. After the hearing is scheduled, the Resident shall continue to deposit this same monthly rent amount into the Landlord's escrow account until the complaint is resolved by the decision of the hearing officer or panel.

When the Landlord is not required to afford the resident the opportunity for a hearing under the Landlord's Grievance Procedure for a grievance concerning the lease termination, and the Landlord has decided to exclude such grievance from the Landlord's Grievance Procedure, the notice of lease termination under Section 22 shall:

a. State that the resident is not entitled to a grievance hearing on the termination.

b. Specify the judicial eviction procedure to be used by the Landlord for eviction of the resident, and state that HUD has determined that this eviction procedure provides the opportunity for a hearing in a court that contains the basic elements of due process as defined in HUD regulations.

c. State whether the eviction is for a criminal activity or drug-related criminal activity.

31. DISCRIMINATION PROHIBITED: The Landlord shall not discriminate based upon race, color, creed, religion, national origin, gender, gender identity, sexual orientation, marital status, age, handicap or disability, familial status, or recipients of public assistance and shall comply with all nondiscrimination requirements of Federal, State and local law.

32. PROVISIONS FOR MODIFICATIONS: Modification of the Lease shall be accomplished by a written rider executed by both parties except for the posting of policies, rules, and regulations incorporated herein by reference. Where a conflict exists between provisions between this lease and policies incorporated herein by reference, the provisions of this lease will prevail. Where conflict exists between program requirements, HUD regulations control PVB administration and IRS Section 42 requirements control LIHTC compliance

ATTACHMENTS TO THE LEASE: The Resident certifies that he/she has received a copy of this Lease and the following Attachments to this Lease, and understands that these Attachments are part of this Lease.

- ADDENDUM "A" - Schedule of Rent Changes and Renewal of Lease
- ADDENDUM “B” – Crime Free Housing Lease Addendum
- ADDENDUM “C” – Smoke-Free Housing Lease Addendum
- ADDENDUM “D” – Resident Pest Control Lease Addendum
- Low-Income Housing Tax Credit Lease Addendum - Exhibit O
- Project-Based Voucher Program Lease Addendum
- Rental Assistance Demonstration (RAD) Program Rider
- HOME Program Lease Addendum
- ATTACHMENT 1 - Unit Inspection Report
- ATTACHMENT 2 - Grievance Procedure posted and incorporated herein by reference
- ATTACHMENT 3 – Administrative Plan posted and incorporated herein by reference
- ATTACHMENT 4 - Animal and Pet Ownership Policy posted and incorporated herein by reference
- ATTACHMENT 5 – Applicable Fraction Compliance
- ATTACHMENT 6 – LIHTC Student Eligibility Rider
- ATTACHMENT 7 – Next Available Unit Rule Notice
- ATTACHMENT 8 – Market-rate unit addendum

IN WITNESS WHEREOF, the parties have executed this Lease Agreement this______, day of________

________________at Columbia, Missouri.

Columbia Housing Authority 201 Switzler Street, Columbia, MO 65203	**Resident**
Housing Manager	Head of Household
	Spouse, Co-head or Other Adult
	Other Adult
	Other Adult
	Other Adult
	Other Adult
	Conservator or Guardian

ADDENDUM "A"

SCHEDULE OF RENT CHANGES AND RENEWAL OF LEASE

The monthly rental rate on the leased Premises as adjusted by reason of changes provided in Section 10 above is as follows:

Resident Portion of Monthly Rent	Section 8 PBV Portion of Monthly Rent	Total Monthly Rent Amount	Effective Date of Change in Rent	Resident Signature	Landlord Signature

ADDENDUM "B"
LEASE ADDENDUM FOR CRIME-FREE HOUSING

All persons living in federally assisted housing deserve to live in safe and crime-free neighborhoods, free from violent and drug-related criminal activity and other crimes that threaten their health, safety, and peaceful enjoyment of their dwelling.

Therefore, in consideration of the execution or renewal of the lease of the dwelling unit identified in the lease, the owners and tenants agree as follows:

The **tenant**, any **members of the tenant's household**, or **any guest** or other person under the tenant's control ***shall not engage*** in the commission of any criminal acts and/or conspiracy or attempt to commit any criminal acts ***on or off their leased premises at any time***. Criminal activity threatens everyone in the community and engagement in such activity creates an unsafe environment for everyone regardless of where the crime occurs.

The prohibited criminal acts are outlined below as defined in the Revised Statutes of Missouri (RSMo) and/or similar offenses defined in Chapter 16 Code of Offenses of the Code of Ordinances of the City of Columbia, Missouri. Such offenses include but are not limited to the following criminal acts as defined in the aforementioned criminal codes of the State of Missouri and the City of Columbia, Missouri:

1. **ALL VIOLENT CRIMINAL ACTIVITY** and crimes of violence including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 565 Offenses Against the Person:

   - Murder
   - Manslaughter
   - Unlawful Endangerment
   - Domestic Assault
   - Harassment
   - Kidnapping
   - Felonious Restraint
   - False Imprisonment
   - Elder Abuse
   - Vulnerable Person Abuse
   - Stalking
   - Invasion of Privacy
   - Violation of the Infant's Protection Act
   - Assault
   - Tampering with a Prescription or a Drug Prescription Order

2. **ALL DRUG-RELATED CRIMINAL ACTIVITY**, drug and solvent related offenses and other offenses including but not limited to the following drug and solvent related offenses and/or violations as defined in RSMo Chapter 195 Drug Regulations and RSMo Chapter 578 Miscellaneous Offenses. "Drug-related criminal activity" means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use, of a controlled substance (as defined in Section 102 of the Controlled Substance Act 21 &.U.S.C. 802).

   - Possession of a Controlled Substance
   - Unlawful Use of Drug Paraphernalia
   - Distribution, Delivery, Manufacture or Production of a Controlled Substance
   - Possession of an Imitation Controlled Substance
   - Creation of a Controlled Substance
   - Inhalation or Inducing Others to Inhale Solvent Fumes
   - Trafficking Drugs
   - Unlawful Endangerment of Property
   - Fraudulently Attempting to Obtain a Controlled Substance
   - Delivery or Manufacture of an Imitation Controlled Substance
   - Possession of Anhydrous Ammonia
   - Possession, Purchase, Selling or Transferring Solvents to Cause Certain Reactions

3. **ALL SEXUAL OFFENSES** and pornography and related offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 566 Sexual Offenses, RSMo Chapter 573 Pornography and Related Offenses as well as indecent exposure as defined in Chapter 16 City Code of Ordinances:

- Forcible Rape
- Attempted Forcible Rape
- Statutory Rape
- Enticement of a Child
- Sexual Assault
- Forcible Sodomy
- Statutory Sodomy
- Promoting Obscenity
- Child Molestation
- Deviate Sexual Assault
- Sexual Misconduct
- Trafficking for the Purpose of Slavery
- Sexual Exploitation of a Child
- Promoting Child Pornography
- Trafficking for the Purpose of Sexual Exploitation
- Sexual Trafficking of a Child
- Promoting on-line sexual solicitation
- Possession of Child Pornography

4. **ALL CRIMES OF ROBBERY, ARSON, BURGLARY**, and other related offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 569 Robbery, Arson, Burglary and Related Offenses:

- Robbery
- Arson
- Knowingly Burning or Exploding
- Reckless Burning or Exploding
- Negligent Burning or Exploding
- Tampering
- Property Damage
- Trespass in the First Degree
- Burglary
- Possession of Burglar's Tools

5. **ALL CRIMES OF FELONY STEALING** and other related criminal offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 570 Stealing and Related Offenses:

- Felony Stealing
- Stealing, Third Offense
- Felony Receiving Stolen Property
- Forgery
- Felony Identity Theft
- Trafficking in Stolen Identities

6. **ALL CRIMES OF ARMED CRIMINAL ACTION**, unlawful use of weapons, and other related weapon offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 571 Weapons Offenses.

- Armed Criminal Action
- Unlawful Use of Weapons
- Defacing Firearm
- Possession of Firearm Unlawful for Certain Persons
- Unlawful Possession of an Explosive Weapon
- Unlawful Transfer of Weapons
- Transfer of Concealable Firearms
- Possession of a Defaced Firearm

7. **ALL CRIMES AGAINST THE PUBLIC ORDER** including rioting, peace disturbance, unlawful assembly, refusal to disperse, and other offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 574 Offenses Against the Public Order:

- Unlawful Assembly
- Refusal to Disperse
- Institutional Vandalism
- Rioting
- Money Laundering
- Making a Terrorist Threat
- Promoting Civil Disorder in the First Degree

8. **ALL CRIMES OF PROSTITUTION** and other related offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapter 567 Prostitution:

- Prostitution
- Patronizing Prostitution
- Promoting Prostitution

9. **ALL CRIMES OF DOMESTIC ASSAULT**, violations of protective orders, stalking, abandonment of a child, endangering the welfare of a child, and abuse of a child and other offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo Chapters 455 Abuse-Adults and Children, 565 Offenses against the Person, and 568 Offenses against the Family:

- Violation of Full or ex parte order of protection, abuse or stalking
- Domestic Assault
- Harassment
- Felonious Restraint
- Elder Abuse
- Vulnerable Person Abuse
- Stalking
- Abandonment of a Child
- Endangering the Welfare of a Child
- Trafficking in Children
- Promoting or Using a Child in a Sexual Performance

10. **ALL CRIMINAL STREET GANG ACTIVITY** and other offenses including but not limited to the following criminal offenses and/or violations as defined in RSMo 578 Miscellaneous Offenses:

- Participating knowingly in criminal street gang activities
- Crimes committed to promote or assist criminal conduct by gang members

11. **CHRONIC AND PERSISTANT DWI** and all felony offenses of aggravated, chronic, persistent and prior offenders involving drug or alcohol-related intoxication-related traffic offenses as defined in the RSMo Chapter 577 Section 577.023

12. **ANIMAL ABUSE** and all felony offenses involving animal fighting and animal abuse and neglect in RSMo Chapter 578.

The tenant, any member of the tenant's household, or a guest or other person under the tenant's control shall not engage in any act intended to facilitate criminal activity, including violent or drug-related criminal activity, at any location.

The tenant or members of the household will not permit the dwelling unit to be used for or to facilitate criminal activity, including violent or drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household or a guest.

VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF TENANCY. A single violation of any of the provisions of this Crime-Free Lease Addendum shall be deemed a serious violation and a material noncompliance with the lease. It is understood and agreed that a single violation shall be good cause for termination of the lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by preponderance of the evidence.

In case of conflict between the provisions of this Crime-Free Housing Addendum and any other provisions of the lease, the provisions of this addendum shall govern.

This Crime-Free Lease Addendum is incorporated into the attached lease, executed or renewed this day, between Owner and Tenant.

Tenant	Date
Owner/Landlord	Date

LEASE ADDENDUM "C"

Smoke Free Housing Lease Addendum

1. **Purpose of Smoke-Free Policy.** The purpose of the Smoke-Free policy is to protect everyone's right to choose whether or not to smoke and to protect the interiors of buildings from damage caused by smoking. Smoking is not allowed inside any CHA-owned property, within a certain distance from public exterior entrances and around playgrounds. This policy will take effect agency-wide May 1, 2015. Failure of any resident to follow the smoke-free policy will be considered a lease violation.

2. **Definition of Smoking.** The term "smoking" means inhaling, exhaling, breathing or carrying any lighted cigar, cigarette, hookah, e-cigarette or other tobacco product, incense or similar lighted product in any manner in any form.

3. **The CHA to promote Smoke-Free Policy.** "No Smoking" signs will be posted in the lobbies, in the entrances to the buildings, on the stairwell doors and across from the elevator doors at the high rises. "No Smoking" signs will be posted at the playgrounds and common areas. Smoke Free Building signs will be affixed to family site townhomes.

4. **Smoking Areas.** Smoking outside the buildings is limited to at least 20 feet away from public entrances and will be marked at each high rise and common area. At family sites, residents are asked to be considerate of open windows and doors when choosing where to smoke outside. Signage will be posted prohibiting smoking within 25 feet of playgrounds.

5. **Resident to Promote Smoke-Free Floors Policy and to Alert Management of Violations.** Resident shall inform Resident's guests of the Smoke-Free policy. If residents smell smoke in any place in the smoke-free areas, they are encouraged to report this to the Site Manager as soon as possible and identify the location. Management will seek the specific source of the smoke and take appropriate action.

6. **The CHA Not a Guarantor of Smoke-Free Environment**. The CHA's adoption of a smoke-free living environment and the efforts to designate CHA property as smoke-free, do not make the CHA or any of its managing agents the guarantor of the resident's health or of the smoke-free condition of the resident's unit and the common areas. However, the CHA will take reasonable steps to enforce the smoke-free terms of its leases. The CHA is not required to take steps in response to smoking unless the CHA knows of said smoking or has been given written notice of said smoking.

7. **Other Residents are Third-Party Beneficiaries of Resident's Agreement.** The Resident agrees that the other residents in CHA-owned properties are the third-party beneficiaries of the Resident's smoke-free addendum agreements with the CHA. (In layman's terms, this means that the Resident's commitments in a lease addendum are made to the other residents as well as to the CHA.) A resident may sue another resident for an injunction to prohibit smoking or for damages, but does not have the right to evict another resident. Any suit between residents herein shall not create a presumption that the CHA breached any lease addendum.

8. **Effect of Breach and Right to Terminate Lease.** A breach of this Lease Addendum shall give each party all the rights contained herein, as well as the rights in the lease. A material breach of this

addendum shall be a material breach of the lease and grounds for immediate termination of the lease by the CHA.

9. **Violation of Smoke-Free Policy.** A resident household will be determined to be in violation of the policies if:

   - Staff witnesses a tenant, tenant's guest, family member, service provider or other person smoking or using incense inside a CHA-owned property.
   - Staff witnesses a lighted smoking product in an ashtray or other receptacle inside a CHA-owned property.
   - Damages to the interior of CHA-owned property that are the result of burns, nicotine stains and/or ashes caused by smoking products.
   - Repeated reports to staff of violations of this policy by third parties.
   - Clogged plumbing caused by a smoking product or products.

10. **Notification of Violation of Lease.** Violation notices will be issued in accordance with the HUD-approved lease as follows:

    - **First Offense:** Staff will send the resident a gentle reminder of the smoking ban, including a copy of the lease addendum, and inform the resident of the smoking cessation resources the agency has available.
    - **Second Offense**: A mandatory fine of $50.00 would be charged to the tenant's account and staff will send the resident a notice of a mandatory conference to discuss the policy and repeated violations. Property management and resident services staff will be present to assist the resident in developing strategies to help them comply with the policy in order to safeguard their housing. If the resident fails to attend the conference, he/she will receive a lease violation notice per CHA policy.
    - **Third Offence**: Staff will send a 30-day notice of termination of housing – with option to remedy, information on the grievance policy and information on smoking cessation materials
    - If resident does not comply, CHA will proceed with eviction.

CHA will work closely with the Resident Services Coordinator and the Boone County/Columbia Health Department throughout the enforcement process, referring those residents who would like extra assistance in finding services to organizations as applicable.

11. **Disclaimer by the CHA.** The resident acknowledges that the CHA's adoption of a smoke-free living environment and the efforts to designate the specific locations as smoke-free do not in any way change the standard of care that the CHA or managing agent would have to a resident household to render buildings and premises designated as smoke-free any safer, more habitable, or improved in air quality standards than any other rental premises. The CHA specifically disclaims any implied or express warranties that the building, common areas or resident's premises will have any higher or improved air quality standards than any other rental property. The CHA cannot and does not warranty or promise that the rental premises or common areas will be free from secondhand smoke. Resident acknowledges that the CHA's ability to police, monitor, or enforce the agreements of this addendum is dependent in significant part on voluntary compliance by Resident and Resident's guests. Residents with respiratory ailments, allergies or any other physical or mental condition relating to smoke are put on notice that the CHA does not assume

any higher duty of care to enforce this addendum than any other landlord obligation under the lease.

12. New residents will be given a copy of the smoking policy. After review, the resident will sign the form and signed copy will be scanned into the resident's file.

13. Upon adoption of this policy, all current residents of properties covered by this policy will be given a copy of the policy. After review, the resident will sign the form and return it to the Manager's office, where it will be scanned into the tenant's file and returned to the tenant.

HOUSING AUTHORITY OF THE
CITY OF COLUMBIA, MISSOURI
201 Switzler Street
Columbia, MO 65203

____
Housing Manager

RESIDENT :

____
Head of Household

____
Spouse or Co-Head

____
Other Adult

____
Other Adult

ADDENDUM "D"

Resident Pest Control Lease Addendum

Cockroaches and bed bugs are the two most common pests in CHA housing. Infestations of either pest can cause health problems. Children in low-income families are more likely to suffer from asthma than other children and one of the biggest triggers of asthma is cockroaches. Bedbugs cause both children and adults to suffer from itchy allergic reactions and loss of sleep. In addition, scratching bed bug bites can cause permanent scarring on African or African/American skin. CHA practices Integrated Pest Management (IPM), a method of pest control which prevents and treats pest infestations by combining:

- Good housekeeping
- Regular pest inspections
- Quick reporting of pest sightings
- Minimal use of pesticides
- Prompt communication between residents, management and the pest control company

Older methods of pest control relied on heavy use of chemical pesticides which we now know can cause health problems for residents, especially infants, children and persons with respiratory ailments. If residents practice good housekeeping to prevent pests and quickly notify their managers at the first sign of bugs or rodents, we can get rid of pests using fewer chemicals. The whole system depends on each partner – resident, manager and pest control professional – doing their part. This addendum specifically lists the actions residents need to take to protect their families from pest infestations and to support treatment if pest infestations occur. These actions will be considered "requirements for pest control treatment" as addressed in the lease, section 21.j:

> **"21. LEASE TERMINATION BY LANDLORD**: Any termination of this Lease shall be carried out in accordance with U.S. Department of Housing and Urban Development regulations, State and local law, and the terms of this Lease. The Landlord shall not terminate or refuse to renew the Lease other than for serious or repeated violation of material terms of the Lease, such as, but not limited to, the following:
>
> j. failure to allow the exterminator into the unit for the monthly treatment for pest control or failure to comply with requirements for pest control treatment;"

Pest control is a health issue and failure to perform these actions will be considered lease violations. CHA managers will not come every day to see if residents are feeding and watering cockroaches. *Cockroaches* will come every day to see if they are feeding and watering cockroaches!

Prevention

Resident agrees to perform the following actions to help prevent pest infestation:

- Keep sink and counters free from dirty dishes (daily)
- Keep kitchen trash containers covered
- Report any water leaks to maintenance immediately
- Keep clothing and bedding off floors – don't pile up clothes or bedding
- Clean up food and drinks daily – don't feed the bugs
- Follow the 50% rule: only bring in half as much furniture and items as the unit will hold
- Have managers or maintenance check any used furniture for bugs *before* you bring it inside
- Run second-hand clothes through a hot dryer for 25 minutes before taking it inside
- Do not bring *anything* taken from a dumpster, the curb or otherwise set out for trash into your home

- Allow pest control staff into your home to inspect for bed bugs and roaches when notified at least 48 hoursin advance (you do not have to be home for this)
- Report any pests you see to management immediately
- If mattress covers are installed on your mattresses, *do not remove them!*
- Do not allow friends or family who have bed bugs to come inside your home until after they have been treated for bed bugs
- These prevention actions are not new to the lease; see sections 14a, 14s, 14aa and 14bb.

"I understand that I am required to take these actions as my contribution to pest control. I understand that my failure to perform these actions will be considered a serious lease violation and my housing may be at risk. I understand and will do my part to keep my home pest-free."

Resident's Signature | Date

Treatment

If you do experience an infestation of pests, CHA and our pest control company will quickly arrange treatment. CHA will pay for the pest control treatment, but you have to help make that treatment a success.

Resident agrees to perform the following actions to assist with pest control treatments:

- Do not enter other CHA apartments and common areas until after your treatment
- Follow the directions from the pest control company to prepare for treatment
- Realize that the pest control company and/or CHA will photograph the infestation and existing condition of the apartment. Logs, documents and pictures will be kept on file to track the process to eliminate bed bugs or roaches in your apartment.
- Let Resident Services or your manager know as soon as possible if you need assistance
- If you have to do laundry as part of treatment, seal laundry in plastic bags to transport to the Laundromat. Keep clean clothes separate from dirty clothes. *If you mingle dirty and clean laundry, CHA will not pay for your laundry.*
- CHA will provide money to run clean clothes through the dryer. You are responsible for the costs of doing your dirty laundry. You are also responsible for the costs of any dry cleaning.
- Place any items you want to throw away in sealed plastic garbage bags and take them to the dumpster
- *Do not* drag mattresses out of your unit; we will encase them in bed-bug proof covers that prevent bugs living inside the mattress from escaping.
- *Do not* remove CHA-installed mattress covers from mattresses. You will be charged for replacement of the mattress cover if it is missing or damaged after it has been installed. The bed covers for twin size cost $62.47, full/double size $64.95, queen size $74.95 and king size $84.95 each. **If you have box springs all of these need to be multiplied by 2. So a twin with both mattress and box springs will have two covers for a total of $124.94**. These amounts are estimates at the time of the signing of this addendum; resident will pay actual CHA cost for the mattress covers.
- Be ready on time the day of treatment. If the pest control company refuses to treat because you are not ready, you shall be charged the rescheduling fee ($125.00).
- Allow the pest control company into your home at the time and date of treatment.

"I understand that I am required to take these actions as my contribution to pest control. I understand that my failure to perform these actions will be considered a serious lease violation and my housing may be at risk. I understand and will do my part to keep my home pest-free."

Resident's Signature	Date

I have read and understood this Resident Pest Control Addendum. I agree to follow these procedures and take any other actions that the Columbia Housing Authority decides are necessary to control and prevent my residence and other housing authority properties from infestation by bed bugs and other pests. I understand that as Head of Household I am responsible under the lease for the actions of other household members, guests and visitors.

I agree to cooperate with my CHA property manager and maintenance staff, the resident services staff and the pest control company staff in properly treating my residence for beg bugs and other pest infestations. I agree that it is my responsibility to help maintain my residence in a manner to prevent future infestations. I hold CHA harmless of any damages to personal property as a result of the pest control treatment. I understand that CHA strongly encourages residents to purchase renter's insurance to protect their belongings.

I understand that failing to take the Prevention and Treatment actions above may result in the termination of my housing lease and the loss of my housing assistance.

Resident's Signature	Date
Property Manager's Signature	Date

(Note: Print, sign and attach current LIHTC, HOME and Project-Based Voucher Program lease addenda, RAD PBV Lease Rider and Section 8 Project-Based Voucher Program Statement of Family Responsibility to lease.)

Instructions for use of Tenancy Addendum:

This tenancy addendum is used in the Section 8 project-based voucher (PBV) program. Under the program, HUD provides funds to a public housing agency (PHA) for rent subsidy on behalf of eligible families. The main regulation for this program is 24 Code of Federal Regulations Part 983.

The tenancy addendum has two parts:

Part A: Tenancy Addendum Information (fill-ins). See section by section instructions.
Part B: Tenancy addendum (no information is entered in this part).

How to fill in Part A - Section by Section Instructions:

Section 2: **Tenant**
Enter full name of tenant.

Section 3. **Contract Unit**
Enter address of unit, including apartment number, if any.

Section 4. **Household Members**
Enter full names of all PHA-approved household members. Specify if any such person is a live-in aide, which is a person approved by the PHA to reside in the unit to provide supportive services for a family member who is a person with disabilities.

Section 5. **Initial Lease Term**
Enter first date and last date of initial lease term. The initial lease term must be for at least one year. 24 CFR § 983.256(f).

Section 6. **Initial Rent to Owner**
Enter the amount of the monthly rent to owner during the initial lease term.

Section 7. **Initial Tenant Rent**
Enter the initial monthly amount of tenant rent.

Section 8. **Housing Assistance Payment**
Enter the initial amount of the monthly housing assistance payment.

Section 9. **Utilities and Appliances**
The lease must specify what utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied by the tenant. Fill in section 9 to show who is responsible to provide or pay for utilities and appliances.

Part A of the Tenancy Addendum

(Fill out all of the information in Part A.)

1. Contents of Tenancy Addendum
This Tenancy Addendum has two parts:

Part A: Tenancy Addendum Information

Part B: Tenancy Addendum

2. Tenant

3. Contract Unit

4. Household

The following persons may reside in the unit. Other persons may not be added to the household without prior written approval of the owner and the PHA.

5. Initial Lease Term

The initial lease term begins on (mm/dd/yyyy): ________________________________

The initial lease term ends on (mm/dd/yyyy): __________________________________

6. Initial Rent to Owner

The initial rent to owner is: $ ___________________________

7. Initial Tenant Rent

The initial tenant rent is: $_________________________per month. The amount of the tenant rent is subject to change by the PHA during the term of the lease in accordance with HUD requirements.

8. Initial Housing Assistance Payment

At the beginning of the Housing Assistance Payments (HAP) contract term, the amount of the housing assistance payment by the PHA to the owner is $___________________per month. The amount of the monthly housing assistance payment by the PHA to the owner is subject to change during the HAP contract term in accordance with HUD requirements.

9. Utilities and Appliances

The owner shall provide or pay for the utilities and appliances indicated below by an "**O**". The tenant shall provide or pay for the utilities and appliances indicated below by a "**T**". Unless otherwise specified below, the owner shall pay for all utilities and appliances provided by the owner.

Item	Specify fuel type			Paid by
Heating	☐ Natural gas	☐ Bottle gas ☐ Oil or Electric	☐ Coal or Other	
Cooking	☐ Natural gas	☐ Bottle gas ☐ Oil or Electric	☐ Coal or Other	
Water Heating	☐ Natural gas	☐ Bottle gas ☐ Oil or Electric	☐ Coal or Other	
Other Electric				
Water				
Sewer				
Trash Collection				
Air Conditioning				
				Provided by
Refrigerator				
Range/Microwave				
Other (specify)				

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

Signatures:

Owner

____
Print or Type Name of Owner

____
Signature

____
Print or Type Name and Title of Signatory

Tenant

____
Print or Type Name of Family Representative

____
Signature

____
Print or Type Name of Family Representative

Date

Date

Part B of the Tenancy Addendum

1. Section 8 Project-Based Voucher (PBV) Program

a. The owner is leasing the contract unit to the tenant for occupancy by the tenant's family with assistance for a tenancy under the Section 8 PBV program of the United States Department of Housing and Urban Development (HUD).

b. The owner has entered into a Housing Assistance Payments Contract (HAP contract) with the public housing agency (PHA) under the PBV program. Under the HAP contract, the PHA will make housing assistance payments to the owner to assist the tenant in leasing the unit from the owner.

2. Lease

a. The owner has given the PHA a copy of the lease, including any revisions agreed to by the owner and the tenant. The owner certifies that the terms of the lease are in accordance with HUD requirements and the lease includes the tenancy addendum.

b. The tenant shall have the right to enforce the tenancy addendum against the owner. If there is any conflict between the tenancy addendum and any other provisions of the lease, the language of the tenancy addendum shall control.

3. Use of Contract Unit

a. During the lease term, the family will reside in the contract unit with assistance under the PBV program.

b. The composition of the household must be approved by the PHA. The family must promptly inform the PHA of the birth, adoption or court-awarded custody of a child. Other persons may not be added to the household without prior written approval of the owner and the PHA.

c. The contract unit may be used for residence only by the PHA-approved household members. The unit must be the family's only residence. Members of the household may engage in legal profit-making activities incidental to primary use of the unit for residence by members of the family.

d. The tenant may not sublease or let the unit.

e. The tenant may not assign the lease or transfer the unit.

4. Rent to Owner

a. The initial and redetermined rent to owner are established in accordance with HUD requirements.

b. During the term of the lease (including the initial term of the lease and any extension term), the rent to owner may at no time exceed:

(1) The reasonable rent for the unit as most recently determined or redetermined by the PHA in accordance with HUD requirements, or

(2) Rent charged by the owner for comparable unassisted units in the premises.

5. **Family Payment to Owner**

a. The tenant rent is the portion of the monthly rent to owner paid by the family. The PHA determines the tenant rent in accordance with HUD requirements. Any changes in the amount of the tenant rent will be effective on the date stated in a notice by the PHA to the family and the owner.

b. Each month, the PHA will make a housing assistance payment to the owner on behalf of the family in accordance with the HAP contract. The amount of the monthly housing assistance payment will be determined by the PHA in accordance with HUD requirements for a tenancy under the Section 8 PBV program.

c. The monthly housing assistance payment shall be credited against the monthly rent to owner for the contract unit.

d. The tenant is not responsible for paying the portion of rent to owner covered by the PHA housing assistance payment under the HAP contract between the owner and the PHA. A PHA failure to pay the housing assistance payment to the owner is not a violation of the lease. The owner may not terminate the tenancy for nonpayment of the PHA housing assistance payment.

e. The owner may not charge or accept, from the family or from any other source, any payment for rent of the unit in addition to the rent to owner. The rent to owner includes all housing services, maintenance, utilities and appliances to be provided and paid by the owner in accordance with the lease. The rent to owner does not include charges for non-housing services such as food, furniture or supportive services provided by the owner.

f. The owner must immediately return any excess rent payment to the tenant.

6. **Other Fees and Charges**

a. With the exception of families receiving PBV assistance in assisted living developments (see paragraph b. below), the owner may not require the tenant or family members to pay charges for any meals or supportive services which may be provided by the owner. Nonpayment of any such charges is not grounds for termination of tenancy.

b. In assisted living developments receiving project-based assistance, the owner may charge tenants, family members, or both for meals or supportive services. Any such charges must be specified in the lease. These charges may not be included in the rent to owner, nor may the value of meals and supportive services be included in the calculation of the reasonable rent. Non-payment of such charges is grounds for termination of the lease by the owner in assisted living developments.

c. The owner may not charge the tenant extra amounts for items customarily included in rent to owner in the locality, or provided at no additional cost to unsubsidized tenants in the premises.

7. **Maintenance, Utilities, and Other Services**

a. Maintenance

(1) The owner must maintain the unit and premises in accordance with the HQS.

(2) Maintenance and replacement (including redecoration) must be in accordance with the standard practice for the building concerned as established by the owner.

b. Utilities and Appliances

(1) The owner must provide all utilities needed to comply with the HQS.

(2) The owner is not responsible for a breach of the HQS caused by the tenant's failure to:

(a) Pay for any utilities that are to be paid by the tenant.

(b) Provide and maintain any appliances that are to be provided by the tenant.

c. Family Damage. The owner is not responsible for a breach of the HQS because of damages beyond normal wear and tear caused by any member of the household or by a guest.

d. Housing Services. The owner must provide all housing services as agreed to in the lease.

8. Termination of Tenancy by Owner

a. Requirements. The owner may terminate the tenancy only in accordance with the lease and HUD requirements.

b. Grounds. During the term of the lease (the initial term of the lease or any extension term), the owner may terminate the tenancy only because of:

(1) Serious or repeated violation of the lease;

(2) Violation of Federal, State, or local law that imposes obligations on the tenant in connection with the occupancy or use of the unit and the premises;

(3) Criminal activity or alcohol abuse (as provided in paragraph c); or

(4) Other good cause (as provided in paragraph d).

c. Criminal Activity or Alcohol Abuse

(1) The owner may terminate the tenancy during the term of the lease if any member of the household, a guest or another person under a resident's control commits any of the following types of criminal activity:

(a) Any criminal activity that threatens the health or safety of, or the right to peaceful enjoyment of the premises by, other residents (including property management staff residing on the premises);

(b) Any criminal activity that threatens the health or safety of, or the right to peaceful enjoyment of their residences by, persons residing in the immediate vicinity of the premises;

(c) Any violent criminal activity on or near the premises; or

(d) Any drug-related criminal activity on or near the premises.

(2) The owner may terminate the tenancy during the term of the lease if any member of the household is:

(a) Fleeing to avoid prosecution, or custody or confinement after conviction, for a crime, or attempt to commit a crime, that is a felony under the laws of the place from which the individual flees, or that, in the case of the State of New Jersey, is a high misdemeanor; or

(b) Violating a condition of probation or parole under Federal or State law.

(3) The owner may terminate the tenancy for criminal activity by a household member in accordance with this section if the owner determines that the household member has committed the criminal activity, regardless of whether the household member has been arrested or convicted for such activity.

(4) The owner may terminate the tenancy during the term of the lease if any member of the household has engaged in abuse of alcohol that threatens the health, safety or right to peaceful enjoyment of the premises by other residents.

d. Other Good Cause for Termination of Tenancy

(1) During the initial lease term, other good cause for termination of tenancy must be something the family did or failed to do.

(2) During the initial lease term or during any extension term, other good cause includes:

(a) Disturbance of neighbors,

(b) Destruction of property, or

(c) Living or housekeeping habits that cause damage to the unit or premises.

(3) After the initial lease term, such good cause includes the tenant's failure to accept the owner's offer of a new lease or revision.

e. Automatic Renewal of the Lease

Although the lease automatically renews (for successive definite terms or for an indefinite extension of the term, as provided for in the lease), an owner may terminate the lease for good cause.

f. Protections for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking.

(1) Purpose: This section incorporates the protections for victims of domestic violence, dating violence, sexual assault, or stalking in accordance with subtitle N of the Violence Against Women Act of 1994, as amended (codified as amended at 42 U.S.C. 14043e et seq.) (VAWA) and implementing regulations at 24 CFR part 5, subpart L.

(2) Conflict with other Provisions: In the event of any conflict between this provision and any other provisions included in Part C of the HAP contract, this provision shall prevail.

(3) Effect on Other Protections: Nothing in this section shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, sexual assault or stalking.

(4) Definition: As used in this section, the terms "actual and imminent threat," "affiliated individual," "bifurcate," "dating violence," "domestic violence," "sexual assault," and "stalking" are defined in HUD's regulations at 24 CFR part 5, subpart L. The terms "Household" and "Other Person Under the Tenant's Control" are defined at 24 CFR part 5, subpart A.

(5) VAWA Notice and Certification Form: The PHA shall provide the tenant with the "Notice of Occupancy Rights under VAWA" and the certification form described under 24 CFR 5.2005(a)(1) and (2).

(6) Protection for victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking:

(a) The landlord or the PHA will not deny admission to, deny assistance under, terminate from participation in, or evict the tenant on the basis of or as a direct result of the fact that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the tenant otherwise qualifies for admission, assistance, participation, or occupancy. 24 CFR 5.2005(b)(1).

(b) The tenant shall not be denied tenancy or occupancy rights solely on the basis of criminal activity engaged in by a member of the tenant's household or any guest or other person under the tenant's control, if the criminal activity is directly related to domestic violence, dating violence, sexual assault, or stalking, and the tenant or an affiliated individual of the tenant is the victim or the threatened victim of domestic violence, dating violence, sexual assault, or stalking. 24 CFR 5.2005(b)(2).

(c) An incident or incidents of actual or threatened domestic violence, dating violence, sexual assault, or stalking will not be construed as serious or repeated violations of the lease by the victim or threatened victim of the incident. Nor shall such incident or incidents be construed as other "good cause" for termination of the lease, tenancy, or occupancy rights of such a victim or threatened victim. 24 CFR 5.2005(c)(1) and (c)(2).

(7) Compliance with Court Orders: Nothing in this Addendum will limit the authority of the landlord, when notified by a court order, to comply with the court order with respect to the rights of access or control of property (including civil protection orders issued to protect a victim of domestic violence, dating violence, sexual assault, or stalking) or with respect to the distribution or possession of property among members of the tenant's household. 24 CFR 5.2005(d)(1).

(8) Violations Not Premised on Domestic Violence, Dating Violence, Sexual Assault, or Stalking: Nothing in this section shall be construed to limit any otherwise available authority of the landlord to evict or the public housing authority to terminate the assistance of a tenant for any violation not premised on an act of domestic violence, dating violence, sexual assault, or stalking that is in question against the tenant or an affiliated individual of the tenant. However, the landlord or the PHA will not subject the tenant, who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, to a more demanding standard than other tenants in determining whether to evict or terminate assistance. 24 CFR 5.2005(d)(2).

(9) Actual and Imminent Threats:

(a) Nothing in this section will be construed to limit the authority of the landlord to evict the tenant if the landlord can demonstrate that an "actual and imminent threat" to other tenants or those employed at or providing service to the property would be present if the tenant or lawful occupant is not evicted. In this context, words, gestures, actions, or other indicators will be construed as an actual and imminent threat if they meet the following standards for an actual and imminent threat: "Actual and imminent threat" refers to a physical danger that is real, would occur within an immediate time frame, and could result in death or serious bodily harm. In determining whether an individual would pose an actual and imminent threat, the factors to be considered include: the duration of the risk, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the length of time before the potential harm would occur. 24 CFR 5.2005(d)(3).

(b) If an actual and imminent threat is demonstrated, eviction should be used only when there are no other actions that could be taken to reduce or eliminate the threat, including, but not limited to, transferring the victim to a different unit, barring the perpetrator from the property, contacting law enforcement to increase police presence, developing other plans to keep the property safe, or seeking other legal remedies to prevent the perpetrator from acting on a threat. Restrictions predicated on public safety cannot be based on stereotypes, but must be tailored to particularized concerns about individual residents. 24 CFR 5.2005(d)(4).

(10) Emergency Transfer: A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking may request an emergency transfer in accordance with the PHA's emergency transfer plan. 24 CFR 5.2005(e). The PHA's emergency transfer plan, which must be made available upon request, must:

(a) Incorporate strict confidentiality measures to ensure that the PHA does not disclose a tenant's dwelling unit location to a person who committed or threatened to commit an act of domestic violence, dating violence, sexual assault, or stalking against the tenant;

(b) Give the victim priority to receive the next available opportunity for continued tenant-based rental assistance if they have been living in the PBV unit for one year or more. 24 CFR 983.261;

(c) Describe policies or efforts a PHA will take when the victim has been living in a unit for less than one year, or the victim seeks to move sooner than a tenant-based voucher will be available.

(d) For transfers in which the tenant would not be considered a new applicant, the PHA must ensure that a request for an emergency transfer receives, at a minimum, any applicable additional priority that is already provided to other types of emergency transfer requests. For transfers in which the tenant would be considered a new applicant, the plan must include policies for assisting a tenant with this transfer.

(11) Bifurcation: Subject to any lease termination requirements or procedures prescribed by Federal, State, or local law, if any member of the tenant's household engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking, the landlord may "bifurcate" the lease, or remove that household member from the lease, without regard to whether that household member is a signatory to the lease, in order to evict, remove, or terminate the occupancy rights of that household member without evicting, removing, or otherwise penalizing the victim of the criminal activity who is also a tenant or lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by Federal, State, and local law for the termination of leases or assistance under the Housing Choice Voucher program. 24 CFR 5.2009(a). If the Landlord bifurcates the Lease to evict, remove, or terminate assistance to a household member, and that household member is the sole tenant eligible to receive assistance, the landlord shall provide any remaining tenants or residents a period of 30 calendar days from the date of bifurcation of the lease to:

(a) Establish eligibility for the same covered housing program under which the evicted or terminated tenant was the recipient of assistance at the time of bifurcation of the lease;

(b) Establish eligibility under another covered housing program; or;

(c) Find alternative housing.

(12) Family Break-up: If the family break-up results from an occurrence of domestic violence, dating violence, sexual assault, or stalking, the PHA may offer the victim the opportunity for continued tenant-based rental assistance.

(13) Move with Continued Assistance: The public housing agency may not terminate assistance to a family or member of the family that moves out of a unit in violation of the lease, with or without prior notification to the public housing agency, if:

(a) The move was needed to protect the health or safety of the family or family member who is or has been a victim of domestic violence, dating violence, sexual assault, or stalking; and

(b) The family or member of the family reasonably believes that he or she was threatened with imminent harm from further violence if he or she remained in the dwelling unit. However, any family member that has been the victim of a sexual assault that occurred on the premises during the 90-calendar day period preceding the family's move or request to move is not required to believe that he or she was threatened with imminent harm from further violence if he or she remained in the dwelling unit. 24 CFR 983.261.

(15) Confidentiality:

(a) The Landlord shall maintain in strict confidence any information the Tenant (or someone acting on behalf of the Tenant) submits to the Landlord concerning incidents of domestic violence, dating violence, sexual assault or stalking, including the fact that the tenant is a victim of domestic violence, dating violence, sexual assault, or stalking.

(b) The Landlord shall not allow any individual administering assistance on its behalf, or any persons within its employ, to have access to confidential information unless explicitly authorized by the Landlord for reasons that specifically call for these individuals to have access to the information pursuant to applicable Federal, State, or local law.

(c) The Landlord shall not enter confidential information into any shared database or disclose such information to any other entity or individual, except to the extent that the disclosure is requested or consented to in writing by the individual in a time-limited release; required for use in an eviction proceeding; or is required by applicable law.

g. Eviction by Court Action. The owner may evict the tenant only by a court action.

h. Owner Notice of Grounds

(1) At or before the beginning of a court action to evict the tenant, the owner must give the tenant a notice that specifies the grounds for termination of tenancy. The notice may be included in or combined with any owner eviction notice.

(2) The owner must give the PHA a copy of any owner eviction notice at the same time the owner notifies the tenant.

(3) Eviction notice means a notice to vacate, or a complaint or other initial pleading used to begin an eviction action under State or local law.

9. PHA Termination of Assistance

The PHA may terminate program assistance for the family for any grounds authorized in accordance with HUD requirements. If the PHA terminates program assistance for the family, the lease terminates automatically.

10. Lease: Relation to HAP Contract

If the HAP contract terminates for any reason, the lease terminates automatically.

Upon termination or expiration of the HAP contract without extension, each family assisted under the contract may elect to use its assistance to remain in the same project if the family's unit complies with the inspection requirements, the rent for the unit is reasonable, and the family pays its required share of the rent and the amount, if any, by which the unit rent (including the amount for tenant-based utilities) exceeds the applicable payment standard.

11. Family Right to Move

a. The family may terminate its lease at any time after the first year of occupancy. The family must give the owner advance written notice of intent to vacate (with a copy to the PHA) in accordance with the lease. If the family has elected to terminate the lease in this manner, the PHA must offer the family the opportunity for tenant-based rental assistance in accordance with HUD requirements.

b. Before providing notice to terminate the lease under paragraph a, the family must first contact the PHA to request tenant-based rental assistance if the family wishes to move with continued assistance. If tenant-based rental assistance is not immediately available upon lease termination, the PHA shall give the family priority to receive the next available opportunity for tenant-based rental assistance.

12. Security Deposit

a. The owner may collect a security deposit from the tenant. (However, the PHA may prohibit the owner from collecting a security deposit in excess of private market practice, or in excess of amounts charged by the owner to unassisted tenants.)

b. When the family moves out of the contract unit, the owner, subject to State and local law, may use the security deposit, including any interest on the deposit, as reimbursement for any unpaid rent payable by the tenant, any damages to the unit or any other amounts that the tenant owes under the lease.

c. The owner must give the tenant a list of all items charged against the security deposit, and the amount of each item. After deducting the amount, if any, used to reimburse the owner, the owner must promptly refund the full amount of the unused balance to the tenant.

d. If the security deposit is not sufficient to cover amounts the tenant owes under the lease, the owner may collect the balance from the tenant.

13. Prohibition of Discrimination

In accordance with applicable nondiscrimination and equal opportunity laws, statutes, Executive Orders, and regulations, the owner must not discriminate against any person because of race, color, religion, sex (including sexual orientation and gender identity), national origin, age, familial status, or disability in connection with the lease. Eligibility for HUD's programs must be made without regard to actual or perceived sexual orientation, gender identity, or marital status.

14. Conflict with Other Provisions of Lease

a. The terms of the tenancy addendum are prescribed by HUD in accordance with Federal law and regulation, as a condition for Federal assistance to the tenant and tenant's family under the Section 8 PBV program.

b. In case of any conflict between the provisions of the tenancy addendum as required by HUD, and any other provisions of the lease or any other agreement between the owner and the tenant, the requirements of the HUD-required tenancy addendum shall control.

15. Changes in Lease and Rent

a. The tenant and the owner may not make any change in the tenancy addendum. However, if the tenant and the owner agree to any other changes in the lease, such changes must be in writing, and the owner must immediately give the PHA a copy of such changes. The lease, including any changes, must be in accordance with the requirements of the tenancy addendum.

b. The owner must notify the PHA in advance of any proposed change in lease requirements governing the allocation of tenant and owner responsibilities for utilities. Such changes may be made only if approved by the PHA and if in accordance with the terms of the lease relating to its amendment. The PHA must redetermine reasonable rent in accordance with HUD requirements, based on any changes in the allocation of responsibility for utilities between the owner and tenant, and the redetermined reasonable rent shall be used in the calculation of the rent to owner from the effective date of the change.

16. Written Notices

Any notice under the lease by the tenant to the owner or by the owner to the tenant must be in writing.

17. Definitions

Contract unit. The housing unit rented by the tenant with assistance under the program.

Excepted Unit. A contract unit in a multifamily building not counted against the per-building cap on PBV assistance (25 units or 25 percent of the units in the project, whichever is greater) (see 24 CFR § 983.56(b)).

Family. The persons who may reside in the unit with assistance under the program.

HAP contract. The housing assistance payments contract between the PHA and the owner. The PHA pays housing assistance payments to the owner in accordance with the HAP contract.

Household. The persons who may reside in the contract unit. The household consists of the family and any PHA-approved live-in aide. (A live-in aide is a person who resides in the unit to provide necessary supportive services for a member of the family who is a person with disabilities.)

Housing quality standards (HQS). The HUD minimum quality standards for housing assisted under the Section 8 PBV program.

HUD. The U.S. Department of Housing and Urban Development.

HUD requirements. HUD requirements for the Section 8 PBV program. HUD requirements are issued by HUD headquarters as regulations, Federal Register notices or other binding program directives. The Lease Addendum shall be interpreted and implemented in accordance with HUD requirements.

Lease. The written agreement between the owner and the tenant for the lease of the contract unit to the tenant. The lease includes the tenancy addendum prescribed by HUD.

PHA. Public Housing Agency.

Premises. The building or complex in which the contract unit is located, including common areas and grounds.

Program. The Section 8 project-based voucher program.

Rent to owner. The total monthly rent payable to the owner for the contract unit. The rent to owner is the sum of the portion of rent payable by the tenant plus the PHA housing assistance payment to the owner.

Section 8. Section 8 of the United States Housing Act of 1937 (42 United States Code 1437f).

Tenant. The family member (or members) who leases the unit from the owner.

Columbia
HOUSING AUTHORITY

Housing Authority of the City of Columbia, Missouri
Park Avenue Housing Development Group, LP

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

APPLICABLE FRACTION COMPLIANCE ADDENDUM

This Addendum is attached to and made part of the Lease Agreement between ___________________________("Resident") and ___________________________ ("Owner/Management Agent").

1. PURPOSE
The property is operated in accordance with the requirements of the Low-Income Housing Tax Credit (LIHTC) Program. To maintain compliance with federal regulations, Owner must ensure that the applicable fraction requirements of Section 42 of the Internal Revenue Code are satisfied.
2. RESIDENT COOPERATION
Resident agrees to provide accurate and complete information regarding household composition, income, assets, and student status as requested by Owner. Resident further agrees to provide any documentation necessary to verify eligibility and continued compliance.
3. CHANGES IN HOUSEHOLD
Resident shall notify Owner in writing within ten (10) days of any change in household composition, including births, adoptions, custody changes, or any individual moving into or out of the unit.
4. ANNUAL AND INTERIM CERTIFICATIONS
Resident agrees to cooperate with all required certifications, recertifications, and compliance reviews conducted by Owner, state agencies, investors, auditors, or regulatory authorities.
5. FAILURE TO PROVIDE INFORMATION
Failure to provide requested information or documentation may constitute a violation of the Lease and may result in loss of eligibility for occupancy, non-renewal of the Lease, or other remedies permitted by law.
6. CONFLICT
In the event of any conflict between this Addendum and the Lease Agreement, the terms of this Addendum shall control to the extent necessary to maintain LIHTC compliance.

Resident Signature: _____________________ Date: __________

Owner/Agent Signature: __________________ Date: ____________

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LIHTC STUDENT ELIGIBILITY RIDER

This Rider is attached to and made part of the Lease Agreement between
__________________________ ("Resident") and __________________________
("Owner/Management Agent").

1. STUDENT STATUS REQUIREMENTS
   The property participates in the Low-Income Housing Tax Credit (LIHTC) Program and is subject to student eligibility requirements under Section 42 of the Internal Revenue Code.
2. CERTIFICATION OF STUDENT STATUS
   Resident certifies that all information regarding the educational status of household members is true and complete.
3. REPORTING CHANGES
   Resident agrees to notify Owner in writing within ten (10) days if any household member:
   a. Becomes a full-time student;
   b. Ceases to be a full-time student; or
   c. Experiences any change that may affect student eligibility under LIHTC regulations.
4. VERIFICATION
   Resident authorizes Owner to obtain verification of student status from educational institutions or other reliable sources as necessary to determine program eligibility.
5. INELIGIBILITY
   If the household becomes ineligible under LIHTC student rules and no qualifying exception applies, Owner may take any action required to maintain compliance with applicable program regulations.
6. FALSE STATEMENTS
   Knowingly providing false or misleading information regarding student status shall constitute a material breach of the Lease Agreement.

Resident Signature: _____________________ Date: __________

Owner/Agent Signature: __________________ Date: __________

NEXT AVAILABLE UNIT RULE NOTICE

This Notice is provided to Resident in connection with the Low-Income Housing Tax Credit (LIHTC) Program.

The Internal Revenue Code requires compliance with the "Next Available Unit Rule" when the income of a qualified low-income household increases above the applicable income limit.

If the combined income of your household exceeds the applicable LIHTC income limitation, you may continue to occupy your unit provided you remain in compliance with all Lease requirements. However, Owner must comply with federal regulations by renting the next available comparable or smaller unit in the building to a qualified low-income household.

Resident understands and acknowledges that:

1. An increase in household income does not automatically require the household to vacate the unit.
2. Owner must monitor household income and maintain compliance with LIHTC regulations.
3. Resident must report changes in household composition and provide information requested by Owner for compliance purposes.
4. Failure to cooperate with compliance requirements may constitute a violation of the Lease Agreement.

By signing below, Resident acknowledges receipt of this Notice.

Resident Signature: ______________________ Date: __________

Owner/Agent Signature: ___________________ Date: __________

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MARKET-RATE UNIT ADDENDUM

This Addendum is attached to and made part of the Lease Agreement between __________________________ ("Resident") and __________________________ ("Owner/Management Agent").

1. MARKET-RATE UNIT
   Resident acknowledges that the leased premises are designated as a market-rate unit and are not subject to income restrictions applicable to Low-Income Housing Tax Credit (LIHTC) units.
2. NO RENT RESTRICTIONS
   Resident understands that rent for this unit is not limited by LIHTC rent restrictions and may be established by Owner in accordance with the Lease Agreement and applicable law.
3. PROGRAM PARTICIPATION
   Although the property may participate in affordable housing programs, Resident's occupancy of this market-rate unit does not create eligibility for, or entitlement to, any housing subsidy, income-restricted rent, or other program benefits.
4. HOUSEHOLD INFORMATION
   Owner may request household information as necessary for property management, compliance monitoring, or reporting purposes. Such requests do not indicate that the unit is income_restricted.
5. TRANSFER REQUESTS
   Any request to transfer to an income-restricted unit shall be subject to eligibility requirements, availability, and Owner's transfer policies.
6. LEASE TERMS
   Except as modified by this Addendum, all terms and conditions of the Lease Agreement remain in full force and effect.

Resident Signature: ____________________ Date: __________

Owner/Agent Signature: _________________ Date: ____________

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Department Source: CEO
To: CHA Board of Commissioners
From: CEO & Staff
CHA Board of Commissioners Meeting Date: July 15, 2026
Re: Resolution 3021: Authorizing the Submission of a Continuum of Care Grant Renewal Application

Executive Summary

Approval of Resolution 3021 authorizes the CEO of the Columbia Housing Authority to submit a renewal grant application for Continuum of Care (CoC) grant funds. CHA has historically accessed CoC funding to provide additional permanent supportive housing vouchers to homeless populations referred to CHA through the Boone County Coalition to End Homelessness (local organizations within our regional Continuum of Care).

Discussion

The Columbia Housing Authority has applied for and received Continuum of Care (CoC) Program rental assistance funding from HUD to assist homeless persons with disabilities in previous years. Continuum of Care funding for the current year is $620,000 and typically supports 50 vouchers or more annually for this population. CHA is seeking approval to apply for up to $620,000 for 2026 to continue this program.

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

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

CHA will be submitting this funding application through the Missouri Balance of State Continuum of Care application in partnership with our local Boone County Coalition to End Homelessness (BCCEH) with applications currently due July 23, 2026.

Recommended Commission Action

Approve Resolution 3021 authorizing the submission of CHA's FY 2026 CoC grant application renewal.

Housing Authority of the City of Columbia, Missouri

Board Resolution

RESOLUTION 3021

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

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

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

WHEREAS, the Housing Authority of the City of Columbia, Missouri, has historically been awarded Continuum of Care grant funding to provide rental housing assistance to homeless persons with disabilities in previous years; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri, hereby adopts this Resolution authorizing the submission of a Continuum of Care grant renewal application for 2026 in the amount of up to $620,000 to the Department of Housing and Urban Development through the Missouri Balance of State Continuum of Care to provide housing and matching community support services to homeless persons with disabilities.

BE IT FURTHER RESOLVED that if the Continuum of Care grant application should be approved, Resolution 3021 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

____

Bob Hutton, Chair

____

Randall Cole, Secretary

Adopted July 15, 2026

Columbia
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Department Source: CEO
To: CHA Board of Commissioners
From: CEO & Staff
CHA Board of Commissioners Meeting Date: July 15, 2026
Re: Mission, Vision and Values Review

Executive Summary

At the Board's Annual Strategic Planning Work Session, Commissioners discussed CHA's mission, vision, values, long-term priorities, organizational risks, and governance. Overall, the discussion demonstrated strong alignment regarding CHA's future direction and affirmed many of the strategic initiatives currently underway. This memorandum summarizes the Board's input and identifies key areas of management focus moving forward.

Discussion

Following discussion, the Board reached general consensus on the following revised mission statement:

"Provide quality affordable housing while delivering comprehensive resident-centered services promoting stability, self-sufficiency, and well-being for individuals and families in Columbia and Boone County."

The Board also approved refining the Accountability value to place greater emphasis on stewardship of public resources:

"We are transparent and responsible in managing and stewarding organizational resources, honoring our role in carrying out the mission while remaining accountable to each other, those we serve, and our community."

These refinements clarify CHA's commitment to both resident outcomes and responsible stewardship while remaining consistent with the organization's existing strategic direction.

Strategic Priorities
Board discussion identified several common priorities for the next three to five years:

- Successfully complete current redevelopment initiatives while positioning CHA for future affordable housing opportunities.
- Successfully implement an enterprise software conversion.
- Continue expanding affordable housing opportunities and resident-centered services.
- Invest in workforce development, leadership development, and succession planning to support continued organizational growth.
- Remain prepared and positioned to capitalize on future funding and development opportunities.

Strategic Risks
Commissioners identified several areas warranting continued Board and management attention:

- Federal funding uncertainty.
- Political and regulatory changes affecting affordable housing.
- Rising insurance costs.
- Increasing operational complexity as CHA continues to grow.
- Leadership succession planning.

Governance
The Board discussed opportunities to continue strengthening governance, including:
- Commissioner onboarding and ongoing training opportunities.
- Continued familiarity with CHA operations and properties.
- Additional opportunities for Board engagement with residents.
- Long-term evaluation of Board composition as the organization continues to evolve.

Management Focus
The Board's discussion reaffirmed the importance of maintaining a disciplined focus on organizational execution while continuing to prepare CHA for future growth. Management will continue prioritizing:
- Successful completion of current redevelopment and capital projects.
- Financial stewardship and long-term organizational sustainability.
- Enterprise software implementation.
- Leadership development and succession planning.
- Continued expansion of affordable housing opportunities and resident services.
- Strong communication and partnership with the Board as CHA continues to grow in size and complexity.

The discussion reflected a high degree of governance alignment regarding CHA's mission and strategic direction and provided valuable guidance as management continues implementing the CHA’s strategic priorities.

Recommended Commission Action

Review and consider the report.

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MONTHLY
FINANCIAL STATEMENTS

(unaudited)

May 31, 2026

Fiscal Year End
May 2026
Month 5 of 12

as submitted by:

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

Columbia Housing Authority
Entity Wide Revenue and Expense Summary

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communty Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Tenant Rental Revenue	$ 199,972	$ 1,093,438	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 11,345	$ 6,150	$ -	$ -	$ -	$ -	$ 1,310,905	$ -	$ 1,310,905
Rental Subsidies		1,492,173	-	-	-	-	-	-	-	-	-	-	-	-	-	1,492,173	(1,492,173)	-
Vacancy Loss	(140,368)	(130,990)	-	-	-	-	-	-	-	-	-	-	-	-	-	(271,358)		(271,358)
Net Rental Revenue	59,604	2,454,621	-	-	-	-	-	-	-	11,345	6,150	-	-	-	-	2,531,720	(1,492,173)	1,039,547
Tenant Revenue - Other	525	8,344	-	-	-	-	-	-	-	-	-	-	-	-	-	8,869		8,869
Total Tenant Revenue	**60,129**	**2,462,965**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**11,345**	**6,150**	**-**	**-**	**-**	**-**	**2,540,589**	**(1,492,173)**	**1,048,416**
HUD PHA Operating Grants	96,845	-	5,049,944	3,330	133,284	138,685	113,713	-	117,190	-	-	-	-	-	-	5,652,991	-	5,652,991
HUD Voucher Admin Fees	-	-	571,816	-	13,559	13,149	4,058	-	-	-	-	-	-	-	-	602,582	-	602,582
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	127,514	127,514	(127,514)	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	(2,500)	-
Book Keeping Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	63,916	63,916	(63,916)	-
Total Fee Revenue	**96,845**	**-**	**5,621,760**	**3,330**	**146,843**	**151,834**	**117,771**	**-**	**117,190**	**-**	**-**	**-**	**-**	**-**	**193,929**	**6,449,502**	**(193,929)**	**6,255,573**
Other Government Grants	-	-	-	-	-	-	-	25,987	-	378,746	-	-	-	-	-	404,733	-	404,733
Interest Income	17,719	65,396	11,341	465	1,924	2,044	352	476	-	794	29,908	-	11,490	24,724	5,311	171,944	-	171,944
Investment Income	-	-	-	-	-	-	-	-	-	-	-	-	-	323,275	-	323,275	(323,275)	-
Fraud Recovery	-	-	3,410	-	-	-	-	-	-	-	-	-	-	-	-	3,410	-	3,410
Other Revenue	37,692	4,034,225	700	-	-	-	-	-	-	10,322	151,000	-	(75)	191,839	367	4,426,070	(212,101)	4,213,969
Gain/Loss on Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenue	**$ 212,384**	**$ 6,562,586**	**$ 5,637,211**	**$ 3,794**	**$ 148,767**	**$ 153,878**	**$ 118,123**	**$ 26,464**	**$ 117,190**	**$ 401,208**	**$ 187,058**	**$ -**	**$ 11,415**	**$ 539,838**	**$ 199,606**	**$ 14,319,522**	**$ (2,221,478)**	**$ 12,098,044**
Administrative Salaries	37,576	133,655	270,098	-	2,479	916	3,524	1,210	-	8,839	-	-	99,752	112,943	118,855	789,847	-	789,847
Auditing Fees	2,263	44,777	20,829	-	-	-	-	-	-	1,762	467	-	-	2,285	4,985	77,368	-	77,368
Management Fee	11,277	136,340	98,016	-	-	1,956	-	-	-	625	429	-	-	-	-	248,642	(248,642)	-
LIHTC Asset Mgmt	1,433	33,183	61,260	-	-	1,223	-	-	-	-	-	-	-	-	-	97,098	(63,916)	33,183

Columbia Housing Authority
Entity Wide Revenue and Expense Summary

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communty Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Advertising and Marketing	-	-	-	-	-	-	-	-	-	402	-	-	-	-	526	927	-	927
Employee	11,391	42,196	86,940	-	686	103	487	136	-	(184)	-	-	24,559	33,830	34,876	235,018	-	235,018
Office Expenses	9,072	41,990	27,472	-	11	152	597	238	1,446	9,962	2	3,676	1,454	9,489	33,482	139,043	-	139,043
Legal Expense	249	4,673	-	-	-	-	-	-	-	-	-	-	-	-	4,191	9,113	-	9,113
Training & Travel	126	490	2,845	700	-	-	-	-	-	10,066	-	-	6,092	2,301	7,120	29,739	-	29,739
Other	2,784	19,279	45,136	60	1,177	981	1,110	391	72	2,617	73	277	376	2,654	6,879	83,866	-	83,866
Total Operating - Admin.	**76,169**	**456,583**	**612,596**	**760**	**4,353**	**5,330**	**5,718**	**1,974**	**1,518**	**34,088**	**971**	**3,953**	**132,232**	**163,502**	**210,913**	**1,710,660**	**(312,558)**	**1,398,102**
Asset Management Fee	2,500	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**2,500**	**(2,500)**	**-**
		-																
Salaries	107	39,002	-	-	-	-	-	-	77,078	239,176	-	-	-	-	-	355,363	-	355,363
Employee	191	15,140	-	-	-	-	-	-	29,245	63,217	-	-	-	-	-	107,793	-	107,793
Tenant Services -	591	17,870	92	-	-	-	-	-	-	52,147	100,000	-	-	-	-	170,700	-	170,700
Total Tenant Services	**888**	**72,011**	**92**	**-**	**-**	**-**	**-**	**-**	**106,323**	**354,540**	**100,000**	**-**	**-**	**-**	**-**	**633,855**	**-**	**633,855**
Water	6,077	102,009	259	-	-	-	-	-	-	-	-	-	-	86	86	108,517	-	108,517
Electricity	8,758	134,431	2,654	-	-	-	-	-	-	-	-	-	-	885	885	147,613	-	147,613
Gas	6,231	25,599	1,509	-	-	-	-	-	-	-	-	-	-	503	503	34,345	-	34,345
Sewer	4,526	56,154	153	-	-	-	-	-	-	-	-	-	-	51	51	60,935	-	60,935
Total Utilities	**25,592**	**318,194**	**4,575**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**1,525**	**1,525**	**351,410**	**-**	**351,410**
Maintenance - Labor	109,892	155,436	-	-	-	-	-	-	-	-	-	-	-	-	-	265,329	-	265,329
Maintenance - Materials	25,237	64,248	-	-	-	-	-	-	-	130	970	703	-	-	483	91,771	-	91,771
Maintenance Contracts	45,727	254,540	170	-	-	-	-	-	-	4,484	2,135	73	-	236	920	308,285	(56,351)	251,933
Employee Benefits - Maint.	29,330	63,871	-	-	-	-	-	-	-	-	-	-	-	-	-	93,202		93,202
Total Maintenance	**210,186**	**538,096**	**170**	**-**	**-**	**-**	**-**	**-**	**-**	**4,614**	**3,105**	**776**	**-**	**236**	**1,403**	**758,586**	**(56,351)**	**702,234**
Protective Services - Labor	7,704	14,445	-	-	-	-	-	-	-	-	-	74,151	-	-	-	96,300	-	96,300
Employee	2,646	2,853	-	-	-	-	-	-	-	-	-	27,580	-	-	-	33,079	-	33,079
Total Protective Services	**10,350**	**17,297**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**101,731**	**-**	**-**	**-**	**129,378**	**-**	**129,378**
Property Insurance	25,590	286,765	3,250	-	-	-	-	-	-	4,674	690	-	-	1,083	1,083	323,135	-	323,135

Columbia Housing Authority
Entity Wide Revenue and Expense Summary

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communty Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Liability Insurance	3,117	2,188	4,985	-	-	-	-	-	-	2,505	40	-	-	1,134	-	13,967	-	13,967
Workmen's Compensation	2,607	5,925	4,618	-	40	15	56	19	1,361	4,122	-	1,255	1,610	1,835	1,956	25,419	-	25,419
All Other Insurance	3,200	4,666	-	-	-	-	-	-	-	3,101	-	-	506	-	1,134	12,606	-	12,606
Total Insurance Premiums	**34,514**	**299,544**	**12,852**	**-**	**40**	**15**	**56**	**19**	**1,361**	**14,401**	**729**	**1,255**	**2,116**	**4,051**	**4,173**	**375,128**	**-**	**375,128**
Other General Expenses	451	7,559	61,866	-	1,465	933	82	-	-	3	5,000	2,315	42,450	35,290	1,623	159,037	(34,621)	124,416
Compensated Absences	7,871	27,584	18,501	-	-	-	-	-	7,988	9,589	-	4,313	870	1,723	3,422	81,861	-	81,861
Payments in Lieu of Taxes	3,025	80,018	-	-	-	-	-	-	-	1,135	615	-	-	-	-	84,792	-	84,792
Bad debt - Tenant Rents	-	(1,478)	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,478)	-	(1,478)
Total Other Expenses	**11,347**	**113,683**	**80,366**	**-**	**1,465**	**933**	**82**	**-**	**7,988**	**10,727**	**5,615**	**6,629**	**43,320**	**37,013**	**5,044**	**324,213**	**(34,621)**	**289,591**
Interest of Mortgage Payable	-	125,421	-	-	-	-	-	-	-	-	-	557	-	122,973	-	248,951	-	248,951
Interest on Notes Payable	-	204,194	-	-	-	-	-	-	-	-	-	-	-	9,180	2,540	215,914	-	215,914
Amortization of Loan Costs	-	31,678	-	-	-	-	-	-	-	-	-	-	-	-	-	31,678	-	31,678
Total	**-**	**361,292**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**557**	**-**	**132,153**	**2,540**	**496,542**	**(323,275)**	**173,267**
Total Operating Expenses	**$ 371,547**	**$ 2,176,700**	**$ 710,652**	**$ 760**	**$ 5,858**	**$ 6,278**	**$ 5,856**	**$ 1,993**	**$ 117,190**	**$ 418,371**	**$ 110,420**	**$ 114,901**	**$ 177,667**	**$ 338,480**	**$ 225,598**	**$ 4,782,272**	**$ (729,305)**	**$ 4,052,967**
Excess of Operating	**$ (159,163)**	**$ 4,385,886**	**$ 4,926,559**	**$ 3,034**	**$ 142,909**	**$ 147,600**	**$ 112,267**	**$ 24,470**	**$ -**	**$ (17,163)**	**$ 76,638**	**$ (114,901)**	**$ (166,253)**	**$ 201,358**	**$ (25,992)**	**$ 9,537,250**	**$ (1,492,173)**	**$ 8,045,077**
Extraordinary Maintenance	8,467	34,735	-	-	-	-	-	-	-	-	-	-	-	-	-	43,202	-	43,202
Housing Assistance Payments	-	-	5,032,076	-	146,161	142,224	112,645	23,994	-	-	-	-	-	-	-	5,457,100	(1,492,173)	3,964,927
Depreciation Expense	42,535	914,113	6,779	-	-	-	-	-	-	7,869	1,412	-	-	5,488	497	978,693	-	978,693
Total Expenses	**$ 422,550**	**$ 3,125,547**	**$ 5,749,506**	**$ 760**	**$ 152,019**	**$ 148,502**	**$ 118,501**	**$ 25,987**	**$ 117,190**	**$ 426,240**	**$ 111,832**	**$ 114,901**	**$ 177,667**	**$ 343,968**	**$ 226,095**	**$ 11,261,267**	**$ (2,221,478)**	**9,039,789**
Net Gain (Loss)	**$ (210,165)**	**$ 3,437,039**	**$ (112,296)**	**$ 3,034**	**$ (3,252)**	**$ 5,376**	**$ (378)**	**$ 476**	**$ -**	**$ (25,032)**	**$ 75,226**	**$ (114,901)**	**$ (166,253)**	**$ 195,870**	**$ (26,489)**	**$ 3,058,255**	**$ -**	**$ 3,058,255**

Housing Authority of the City of Columbia, MO (MO007)
Entity Wide Revenue and Expense Summary

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Commumty Housing Trust	Affordable Housing General Partners	Affordable Housing Developme nt	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Total Revenue	**$ 212,384**	**$6,562,586**	**$ 5,637,211**	**$ 3,794**	**$ 148,767**	**$ 153,878**	**$ 118,123**	**$ 26,464**	**$ 117,190**	**$ 401,208**	**$ 187,058**	**$ -**	**$ 11,415**	**$ 539,838**	**$ 199,606**	**$14,319,522**	**$(2,221,478)**	**$12,098,044**
Total Operating Expenses	**$ 371,547**	**$2,176,700**	**$ 710,652**	**$ 760**	**$ 5,858**	**$ 6,278**	**$ 5,856**	**$ 1,993**	**$ 117,190**	**$ 418,371**	**$ 110,420**	**$ 114,901**	**$ 177,667**	**$ 338,480**	**$ 225,598**	**$ 4,782,272**	**$ (729,305)**	**$ 4,052,967**
Excess of Operating Revenue	**$ (159,163)**	**$4,385,886**	**$ 4,926,559**	**$ 3,034**	**$ 142,909**	**$ 147,600**	**$ 112,267**	**$ 24,470**	**$ -**	**$ (17,163)**	**$ 76,638**	**$ (114,901)**	**$ (166,253)**	**$ 201,358**	**$ (25,992)**	**$ 9,537,250**	**$(1,492,173)**	**$ 8,045,077**
Extraordinary Maintenance	8,467	34,735	-	-	-	-	-	-	-	-	-	-	-	-	-	43,202	-	43,202
Housing Assistance Payments	-	-	5,032,076	-	146,161	142,224	112,645	23,994	-	-	-	-	-	-	-	5,457,100	(1,492,173)	3,964,927
Depreciation Expense	42,535	914,113	6,779	-	-	-	-	-	-	7,869	1,412	-	-	5,488	497	978,693	-	978,693
Total Expenses	**$ 422,550**	**$3,125,547**	**$ 5,749,506**	**$ 760**	**$ 152,019**	**$ 148,502**	**$ 118,501**	**$ 25,987**	**$ 117,190**	**$ 426,240**	**$ 111,832**	**$ 114,901**	**$ 177,667**	**$ 343,968**	**$ 226,095**	**$11,261,267**	**$(2,221,478)**	**9,039,789**
Net Gain (Loss)	**$ (210,165)**	**$3,437,039**	**$ (112,296)**	**$ 3,034**	**$ (3,252)**	**$ 5,376**	**$ (378)**	**$ 476**	**$ -**	**$ (25,032)**	**$ 75,226**	**$ (114,901)**	**$ (166,253)**	**$ 195,870**	**$ (26,489)**	**$ 3,058,255**	**$ -**	**$ 3,058,255**

Housing Authority of the City of Columbia, MO (MO007)
Entity Wide Balance Sheet Summary

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communty Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Total
111 Cash - Unrestricted	701,486	1,254,615	321,426	-	123,272	124,240	16,870	39,129	-	58,612	88,667	-	235,009	6,082	58,032	**3,027,440**
112 Cash - Restricted - Modernization and Development	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
113-020 Sect 8 FSS	-	-	404,467	-	-	-	-	-	-	-	-	-	-	-	-	**404,467**
113 Cash - Other Restricted	408,418	4,806,891	-	30,311	-	-	-	-	-	33,313	257,737	-	-	2,792,278	-	**8,328,947**
114 Cash - Tenant Security Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
115 Cash - Restricted for Payment of Current Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
100 Total Cash	**1,109,903**	**6,061,506**	**725,893**	**30,311**	**123,272**	**124,240**	**16,870**	**39,129**	**-**	**91,925**	**346,405**	**-**	**235,009**	**2,798,360**	**58,032**	**11,760,854**
121 Accounts Receivable - PHA Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
122 Accounts Receivable - HUD Other Projects	500,000	-	(8,390)	-	(1,064)	1,061	25,934	-	10,880	-	-	-	-	-	-	**528,421**
124 Accounts Receivable - Other Government	-	185,269	-	-	-	-	-	-	-	121,457	-	-	-	-	-	**306,726**
125-010 Operating Loan Receivable	-	-	-	-	-	-	-	-	-	-	88,356	-	190,089	-	-	**278,445**
125-040 Accounts Receivable - Tax Credit	2,487	-	-	-	-	-	-	-	-	-	-	-	296,910	-	-	**299,397**
125-050 Accounts Receivable - Other	3,096	900	-	-	-	-	-	-	-	-	-	-	-	3,442	-	**7,439**
125 Accounts Receivable - Miscellaneous	-	-	53,202	-	3,535	-	-	-	-	-	-	-	-	-	-	**56,737**
126 Accounts Receivable - Tenants	14,483	98,979	-	-	-	-	-	-	-	1,652	3,544	-	-	-	-	**118,659**
126.1 Allowance for Doubtful Accounts -Tenants	(20,367)	(96,907)	-	-	-	-	-	-	-	(2,278)	(2,160)	-	-	-	-	**(121,712)**
126.2 Allowance for Doubtful Accounts - Other	(1,007)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**(1,007)**
127 Notes, Loans, & Mortgages Receivable - Current	-	-	-	-	-	-	-	-	-	-	-	-	-	367,170	-	**367,170**
128 Fraud Recovery	2,399	-	17,885	-	-	-	-	-	-	-	-	-	-	-	-	**20,284**
128.1 Allowance for Doubtful Accounts - Fraud	(2,399)	-	(8,942)	-	-	-	-	-	-	-	-	-	-	-	-	**(11,341)**
129 Accrued Interest Receivable	-	-	-	-	-	-	-	-	-	-	-	-	68,235	2,401,235	-	**2,469,470**
120 Total Receivables, Net of Allowances for Doubtful Accounts	**498,692**	**188,240**	**53,754**	**-**	**2,471**	**1,061**	**25,934**	**-**	**10,880**	**120,832**	**89,740**	**-**	**555,234**	**2,771,847**	**-**	**4,318,686**
131 Investments - Unrestricted	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
132 Investments - Restricted	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
135 Investments - Restricted for Payment of Current Liability	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
142 Prepaid Expenses and Other Assets	53,241	254,030	47,422	-	-	-	-	-	-	22,980	1,446	2,452	6,587	13,424	33,051	**434,632**
143 Inventories	45	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**45**
143.1 Allowance for Obsolete Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
144 Inter Program Due From	-	-	-	-	-	-	-	-	-	-	-	-	128,990	38,476	1,179,660	**1,347,126**
145 Assets Held for Sale	-	-	-	-	-	-	-	-	-	-	265,494	-	-	262,609	-	**528,103**
150 Total Current Assets	**53,285**	**254,030**	**47,422**	**-**	**-**	**-**	**-**	**-**	**-**	**22,980**	**266,940**	**2,452**	**135,577**	**314,510**	**1,212,711**	**2,309,906**
161 Land	339,845	5,045,561	-	-	-	-	-	-	-	138,819	179,365	-	-	-	24,513	**5,728,103**
162 Buildings	4,692,157	73,328,938	354,155	-	-	-	-	-	-	696,504	136,000	-	-	414,098	-	**79,621,851**
163 Furniture, Equipment & Machinery - Dwellings	25,520	112,687	-	-	-	-	-	-	-	-	-	-	-	-	-	**138,207**
164 Furniture, Equipment & Machinery - Administration	519,933	2,227,277	93,285	-	-	-	-	-	-	7,363	-	-	-	67,475	125,147	**3,040,481**
165 Leasehold Improvements	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
166 Accumulated Depreciation	(4,583,992)	(17,509,559)	(126,779)	-	-	-	-	-	-	(297,433)	(44,762)	-	-	(132,246)	(123,849)	**(22,818,620)**
167 Construction in Progress	-	10,775,940	-	-	-	-	-	-	-	-	-	-	-	-	-	**10,775,940**
168 Infrastructure	-	3,731,580	-	-	-	-	-	-	-	-	-	-	-	56,428	-	**3,788,008**
160 Total Capital Assets, Net of Accumulated Depreciation	**993,464**	**77,712,423**	**320,661**	**-**	**-**	**-**	**-**	**-**	**-**	**545,253**	**270,603**	**-**	**-**	**405,756**	**25,811**	**80,273,971**
																-
171 Notes, Loans and Mortgages Receivable - Non-Current	-	-	-	-	-	-	-	-	-	-	8,847,986	-	210,000	1,163,203	-	**10,221,189**
171-040 Notes Receivable - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	41,148,352	-	**41,148,352**
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
173 Grants Receivable - Non Current	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**

174 Other Assets	-	923,705	-	-	-	-	-	-	-	-	-	-	-	-	-	**923,705**
174-040 Deferred Developer Fees	-	-	-	-	-	-	-	-	-	-	-	-	520,654	-	-	**520,654**
176 Investments in Joint Ventures	-	-	-	-	-	-	-	-	-	-	-	1,829,185	-	-	-	**1,829,185**
180 Total Non-Current Assets	**-**	**923,705**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**8,847,986**	**1,829,185**	**730,654**	**42,311,555**	**-**	**54,643,085**
190 Total Assets	**2,655,345**	**85,139,904**	**1,147,730**	**30,311**	**125,743**	**125,301**	**42,804**	**39,129**	**10,880**	**780,989**	**9,821,674**	**1,831,637**	**1,656,474**	**48,602,028**	**1,296,554**	**153,306,503**
311 Bank Overdraft	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
312 Accounts Payable <= 90 Days	153	1,484,276	43,769	-	-	-	-	-	-	119	32	-	-	155	227,701	**1,756,206**
313 Accounts Payable >90 Days Past Due	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
321 Accrued Wage/Payroll Taxes Payable	17,614	38,982	30,036	-	-	-	-	-	8,382	22,732	-	8,503	10,208	11,736	12,606	**160,799**
322 Accrued Compensated Absences - Current Portion	5,675	25,501	15,745	-	-	-	-	-	-	5,430	-	8,652	9,513	13,254	16,412	**100,183**
324 Accrued Contingency Liability	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
325 Accrued Interest Payable	-	2,469,470	-	-	-	-	-	-	-	-	-	-	-	263,398	2,540	**2,735,408**
331 Accounts Payable - HUD PHA Programs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
332 Account Payable - PHA Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
333 Accounts Payable - Other Government	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
341 Tenant Security Deposits	23,146	342,528	-	-	-	-	-	-	-	2,297	740	-	-	-	-	**368,711**
342 Deferred Revenues	-	-	90,617	-	783	-	-	31,770	-	162,400	-	-	-	500,000	-	**785,569**
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue	-	219,724	-	-	-	-	-	-	-	-	-	-	-	-	-	**219,724**
343-020 Construction Payable-Developer Fees Current	-	296,910	-	-	-	-	-	-	-	-	-	-	-	-	-	**296,910**
344 Current Portion of Long-term Debt - Operating Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	584,628	**584,628**
345 Other Current Liabilities	474	80,018	-	-	-	-	-	-	-	1,399	780	-	-	-	-	**82,670**
346 Accrued Liabilities - Other	6,725	1,651	12,068	700	-	191	32,752	-	440	966	-	220	2,151	8,925	51,237	**118,025**
347 Inter Program - Due To	-	204,701	3,549	-	3,566	4,777	3,721	1,620	2,059	149,321	(14,779)	354,465	151,405	(228,760)	128,990	**764,637**
348-010 Operating Loan Payable	-	151,531	-	-	-	-	-	-	-	-	-	74,558	-	-	-	**226,089**
348-040 Notes Payable - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	219,724	-	**219,724**
348 Loan Liability - Current	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
310 Total Current Liabilities	**53,788**	**5,315,293**	**195,785**	**700**	**4,349**	**4,968**	**36,473**	**33,389**	**10,880**	**344,664**	**(13,227)**	**446,399**	**173,277**	**788,432**	**1,024,114**	**8,419,283**
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue	-	48,438,108	-	-	-	-	-	-	-	669,000	-	-	-	-	-	**49,107,108**
352 Long-term Debt, Net of Current - Operating Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
353 Non-current Liabilities - Other	-	520,654	404,467	-	-	-	-	-	-	-	-	-	-	-	-	**925,120**
354 Accrued Compensated Absences - Non Current	3,784	17,001	10,497	-	-	-	-	-	-	3,620	-	5,768	6,342	8,836	10,942	**66,789**
355-010 Note Payable - CHA AHD noncurrent	-	-	-	-	-	-	-	-	-	-	-	-	-	210,000	-	**210,000**
355-040 FHLB LONG TERM DEBT - Project	-	-	-	-	-	-	-	-	-	-	-	-	-	18,760,622	-	**18,760,622**
355 Loan Liability - Non Current	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
356 FASB 5 Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
357 Accrued Pension and OPEB Liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
350 Total Non-Current Liabilities	**3,784**	**48,975,763**	**414,964**	**-**	**-**	**-**	**-**	**-**	**-**	**672,620**	**-**	**5,768**	**6,342**	**18,979,458**	**10,942**	**69,069,640**
300 Total Liabilities	**57,572**	**54,291,056**	**610,749**	**700**	**4,349**	**4,968**	**36,473**	**33,389**	**10,880**	**1,017,284**	**(13,227)**	**452,166**	**179,619**	**19,767,890**	**1,035,055**	**77,488,923**
400 Deferred Inflow of Resources	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**1,220,549**	**-**	**1,220,549**
										-	-					
508.1 Invested In Capital Assets, Net of Related Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
508.4 Investment in Net Fixed Assets	1,036,000	27,411,809	327,440	-	-	-	-	-	-	(115,878)	272,015	1,494,372	-	411,243	26,308	**30,863,309**
511.1 Restricted Net Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	**-**
511.4 Admin Fee Reserves	401,599	-	81,485	26,577	-	-	-	-	-	25,464	2,823,401	-	-	306,157	-	**3,664,682**
512.1 Unrestricted Net Assets	(210,165)	3,437,039	(112,296)	3,034	(3,252)	5,376	(378)	476	-	(25,032)	75,226	(114,901)	(166,253)	195,870	(26,489)	**3,058,255**
512.4 Unrestricted Net Assets-Excess HAP	1,370,340	-	240,352	-	124,646	114,957	6,710	5,263	-	(120,849)	6,664,259	-	1,643,108	26,700,318	261,680	**37,010,784**
513 Total Equity/Net Assets	**2,597,773**	**30,848,848**	**536,981**	**29,611**	**121,394**	**120,333**	**6,331**	**5,739**	**-**	**(236,295)**	**9,834,901**	**1,379,471**	**1,476,855**	**27,613,589**	**261,499**	**74,597,031**
600 Total Liabilities and Equity/Net Assets	**2,655,345**	**85,139,904**	**1,147,730**	**30,311**	**125,743**	**125,301**	**42,804**	**39,129**	**10,880**	**780,989**	**9,821,674**	**1,831,637**	**1,656,474**	**48,602,028**	**1,296,554**	**153,306,503**

Housing Authority of the City of Columbia, MO (MO007)
Entity Wide Balance Sheet Summary

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	FSS Forfeitures	Mainstream Vouchers	Emergengy Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Communty Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Total
100 Total Cash	1,109,903	6,061,506	725,893	30,311	123,272	124,240	16,870	39,129	-	91,925	346,405	-	235,009	2,798,360	58,032	11,760,854
120 Total Receivables, Net of Allowances for Doubtful Accounts	498,692	188,240	53,754	-	2,471	1,061	25,934	-	10,880	120,832	89,740	-	555,234	2,771,847	-	4,318,686
150 Total Current Assets	53,285	254,030	47,422	-	-	-	-	-	-	22,980	266,940	2,452	135,577	314,510	1,212,711	2,309,906
160 Total Capital Assets, Net of Accumulated Depreciation	993,464	77,712,423	320,661	-	-	-	-	-	-	545,253	270,603	-	-	405,756	25,811	80,273,971
180 Total Non-Current Assets	-	923,705	-	-	-	-	-	-	-	-	8,847,986	1,829,185	730,654	42,311,555	-	54,643,085
190 Total Assets	2,655,345	85,139,904	1,147,730	30,311	125,743	125,301	42,804	39,129	10,880	780,989	9,821,674	1,831,637	1,656,474	48,602,028	1,296,554	153,306,503
310 Total Current Liabilities	53,788	5,315,293	195,785	700	4,349	4,968	36,473	33,389	10,880	344,664	(13,227)	446,399	173,277	788,432	1,024,114	8,419,283
350 Total Non-Current Liabilities	3,784	48,975,763	414,964	-	-	-	-	-	-	672,620	-	5,768	6,342	18,979,458	10,942	69,069,640
300 Total Liabilities	57,572	54,291,056	610,749	700	4,349	4,968	36,473	33,389	10,880	1,017,284	(13,227)	452,166	179,619	19,767,890	1,035,055	77,488,923
400 Deferred Inflow of Resources	-	-	-	-	-	-	-	-	-	-	-	-	-	1,220,549	-	1,220,549
										-	-					
513 Total Equity/Net Assets	2,597,773	30,848,848	536,981	29,611	121,394	120,333	6,331	5,739	-	(236,295)	9,834,901	1,379,471	1,476,855	27,613,589	261,499	74,597,031
600 Total Liabilities and Equity/Net Assets	2,655,345	85,139,904	1,147,730	30,311	125,743	125,301	42,804	39,129	10,880	780,989	9,821,674	1,831,637	1,656,474	48,602,028	1,296,554	153,306,503

Housing Choice Voucher Program
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
HUD PHA Operating Grants - HAP	$ 960,039	$ 949,348	$ 10,691	$ 5,049,944	$ 4,746,741	303,203	6%
HUD Admin Fees Earned	111,214	121,267	(10,053)	571,816	606,334	(34,518)	-6%
Homeownership Closing Fees Earned	-	-	-	-	-	-	0%
Cares Act - COVID-19 Revenue	-	-	-	-	-	-	
Total Fee Revenue	**1,071,253**	**1,070,615**	**638**	**5,621,760**	**5,353,075**	**268,685**	5%
Investment Income - Unrestricted	1,924	1,667	258	11,341	8,333	3,008	36%
Fraud Recovery - HAP	386	496	(110)	1,705	2,478	(774)	-31%
Fraud Recovery - Admin	386	100	286	1,705	500	1,205	241%
Other Revenue	147	-	147	700	-	700	0%
Total Revenue	**$ 1,074,096**	**$ 1,090,633**	**$ (16,537)**	**$ 5,637,211**	**$ 5,453,167**	**$ 184,044**	3%
Administrative Salaries	53,376	57,851	(4,475)	270,098	289,253	(19,154)	-7%
Auditing Fees	4,114	4,179	(64)	20,829	20,893	(64)	0%
Management Fee	19,236	22,165	(2,929)	98,016	110,826	(12,810)	-12%
Book-keeping Fee	12,023	13,853	(1,831)	61,260	69,266	(8,006)	-12%
Advertising and Marketing	-	42	(42)	-	208	(208)	-100%
Employee Benefit contributions - Administrative	15,689	17,581	(1,891)	86,940	87,903	(963)	-1%
Office Expenses	6,698	4,649	2,049	27,472	23,247	4,225	18%
Training & Travel	-	850	(850)	2,845	4,250	(1,405)	-33%
Other Administrative Expenses	8,898	8,475	423	45,136	42,374	2,762	7%
Total Operating - Administrative	**120,033**	**129,644**	**(9,611)**	**612,596**	**648,220**	**(35,625)**	-5%
Total Tenant Services	-	-	-	92	-	92	
Total Utilities	649	847	(198)	4,575	4,236	339	8%
Bldg. Maintenance	-	513	(513)	170	2,565	(2,394)	-93%
Insurance Premiums	2,275	2,468	(193)	12,852	12,342	511	4%
Other General Expenses	1,024	1,037	(13)	61,866	5,186	56,680	1093%
Compensated Absences	4,530	-	4,530	18,501	-	18,501	
Other General Expenses	**5,553**	**1,037**	**4,516**	80,366	5,186	75,181	1450%
Total Operating Expenses	**$ 128,511**	**$ 134,510**	**$ (5,999)**	**$ 710,652**	**$ 672,549**	**$ 38,103**	6%
Excess of Operating Revenue over Operating Expenses	**$ 945,585**	**$ 956,124**	**$ (10,538)**	**$ 4,926,559**	**$ 4,780,618**	**$ 145,940**	3%
Homeownership	4,200	3,445	755	22,006	17,225	4,781	28%
Portable Housing Assistance Payments	22,126	25,776	(3,650)	135,316	128,880	6,436	5%
S8 FSS Payments	15,433	17,756	(2,323)	82,453	88,780	(6,327)	-7%
VASH Housing Assistance Payments	80,104	67,383	12,721	403,600	336,915	66,685	20%
All Other Vouchers Housing Assistance Payments	908,400	829,644	78,756	4,388,701	4,148,221	240,479	6%
Total Housing Assistance Payments	**1,030,264**	**944,004**	**86,259**	**5,032,076**	**4,720,021**	**312,054**	**7%**
Depreciation Expense	1,355	1,355	-	6,779	6,779	-	
Total Expenses	**$ 1,160,130**	**$ 1,079,869**	**$ 80,261**	**$ 5,749,506**	**$ 5,399,349**	**$ 350,158**	6%
Net Gain (Loss)	**$ (86,033)**	**$ 10,764**	**$ (96,798)**	**$ (112,296)**	**$ 53,818**	**$ (166,114)**	**-309%**

AMP 1 - Downtown
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 43,620	$ 16,772	$ 26,848	$ 199,972	$ 83,858	$ 116,115	138%
Vacancy Loss	(31,276)	(1,767)	(29,509)	(140,368)	(8,836)	(131,532)	1489%
Net Tenant Rental Revenue	12,344	15,004	(2,660)	59,604	75,022	(15,418)	-21%
Tenant Revenue - Other	-	328	(328)	525	1,638	(1,113)	-68%
Total Tenant Revenue	**12,344**	**15,332**	**(2,988)**	**60,129**	**76,660**	**(16,531)**	-22%
HUD PHA Operating Grants	96,845	22,266	74,579	96,845	111,329	(14,484)	-13%
Capital Fund Grants	-	23,385	(23,385)	-	116,923	(116,923)	-100%
Total Grant Revenue	**96,845**	**45,650**	**51,195**	**96,845**	**228,252**	**(131,407)**	-58%
Investment Income - Unrestricted	4,328	3,394	934	17,719	16,969	750	4%
Fraud Recovery	-	-	-	-	-	-	0%
Other Revenue	9,295	5,263	4,031	37,692	26,317	11,375	43%
Gain or Loss on Sale of Capital Assets	-	-	-	-	-	-	
Total Revenue	**$ 122,812**	**$ 69,639**	**$ 53,172**	**$ 212,384**	**$ 348,197**	**$ (135,813)**	-39%
Administrative Salaries	7,570	9,015	(1,445)	37,576	45,074	(7,498)	-17%
Auditing Fees	447	454	(7)	2,263	2,270	(7)	0%
Management Fee	2,125	4,773	(2,647)	11,277	23,865	(12,588)	-53%
Book-keeping Fee	270	338	(68)	1,433	1,688	(255)	-15%
Advertising and Marketing	-	-	-	-	-	-	
Employee Benefit contributions - Administrative	2,092	2,296	(204)	11,391	11,480	(89)	-1%
Office Expenses	1,449	1,121	328	9,072	5,607	3,465	62%
Legal Expense	-	93	(93)	249	463	(214)	-46%
Training & Travel	-	250	(250)	126	1,250	(1,124)	-90%
Other	1,338	548	789	2,784	2,742	42	2%
Total Operating - Administrative	**15,291**	**18,888**	**(3,597)**	**76,169**	**94,438**	**(18,269)**	-19%
Asset Management Fee	500	500	-	2,500	2,500	-	0%
Tenant Services - Salaries	25	100	(75)	107	500	(394)	-79%
Employee Benefit Contributions - Tenant Services	30	8	23	191	38	153	398%
Tenant Services - Other	-	146	(146)	591	729	(138)	-19%
Total Tenant Services	**56**	**254**	**(198)**	**888**	**1,268**	**(380)**	-30%

AMP 1 - Downtown

Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Water	$ 857	$ 1,719	$ (862)	$ 6,077	$ 8,595	$ (2,518)	-29%
Electricity	2,137	1,702	435	8,758	8,508	250	3%
Gas	637	1,052	(415)	6,231	5,258	973	19%
Sewer	791	1,510	(719)	4,526	7,548	(3,022)	-40%
Total Utilities	**4,421**	**5,982**	**(1,561)**	**25,592**	**29,909**	**(4,317)**	-14%
Maintenance - Labor	21,989	18,014	3,975	109,892	90,071	19,821	22%
Maintenance - Materials & Other	3,745	2,890	855	25,237	14,448	10,790	75%
Maintenance and Operations Contracts	10,897	8,459	2,438	45,727	42,293	3,433	8%
Employee Benefit Contributions - Maintenance	5,221	2,695	2,526	29,330	13,477	15,854	118%
Total Maintenance	**41,851**	**32,058**	**9,794**	**210,186**	**160,288**	**49,898**	31%
Total Protective Services	**2,187**	**2,063**	**124**	**10,350**	**10,317**	**34**	0%
Total Insurance Premiums	**6,887**	**4,332**	**2,555**	**34,514**	**21,662**	**12,852**	59%
Other General Expenses	103	43	60	451	213	238	112%
Compensated Absences	1,774	-	1,774	7,871	-	7,871	
Payments in Lieu of Taxes	801	902	(101)	3,025	4,511	(1,486)	-33%
Bad debt - Tenant Rents	-	230	(230)	-	1,150	(1,150)	-100%
Total Other General Expenses	**2,678**	**1,175**	**1,503**	**11,347**	**5,874**	**5,473**	93%
Interest on Notes Payable	-	-	-	-	-	-	
Total Operating Expenses	**$ 73,872**	**$ 65,251**	**$ 8,621**	**$ 371,547**	**$ 326,256**	**$ 45,291**	14%
Excess of Operating Revenue over Operating Expens	**$ 48,940**	**$ 4,388**	**$ 44,551**	**$ (159,163)**	**$ 21,941**	**$ (181,104)**	-825%
Extraordinary Maintenance	-	-	-	8,467	-	8,467	
Depreciation Expense	8,507	5,731	2,776	42,535	28,656	13,880	48%
Total Expenses	**$ 82,379**	**$ 70,982**	**$ 11,397**	**$ 422,550**	**$ 354,912**	**$ 67,638**	19%
Net Gain (Loss)	**$ 40,432**	**$ (1,343)**	**$ 41,775**	**$ (210,165)**	**$ (6,714)**	**$ (203,451)**	**3030%**

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 92,861	$ 90,184	$ 2,677	$ 461,493	$ 450,921	$ 10,572	2%
Rental Subsidies	96,730	99,407	(2,677)	486,462	497,034	(10,572)	-2%
Vacancy Loss	(10,304)	(5,688)	(4,616)	(53,070)	(28,439)	(24,631)	87%
Net Rental Revenue	179,287	183,903	(4,616)	894,885	919,516	(24,631)	-3%
Tenant Revenue - Other	247	692	(445)	4,123	3,458	664	19%
Total Tenant Revenue	**179,534**	**184,595**	**(5,061)**	**899,008**	**922,975**	**(23,967)**	-3%
Investment Income - Unrestricted	7,187	8,917	(1,730)	34,574	44,583	(10,010)	-22%
Other Revenue	9,118	8,776	342	53,980	43,879	10,101	23%
Total Revenue	**$ 195,839**	**$ 202,287**	**$ (6,448)**	**$ 987,562**	**$ 1,011,437**	**$ (23,875)**	-2%
Administrative Salaries	9,513	10,661	(1,148)	42,440	53,305	(10,864)	-20%
Auditing Fees	4,366	3,211	1,155	18,366	16,057	2,309	14%
Property Management Fee	11,538	11,602	(64)	57,113	58,011	(898)	-2%
Asset Management Fees	1,193	1,204	(11)	6,760	6,021	739	12%
Advertising and Marketing	-	4	(4)	-	21	(21)	-100%
Employee Benefit contributions - Administrative	2,971	3,132	(162)	16,420	15,661	759	5%
Office Expenses	5,282	2,829	2,452	15,872	14,146	1,726	12%
Legal Expense	455	292	163	3,011	1,458	1,553	106%
Training & Travel	115	218	(102)	230	1,088	(857)	-79%
Other	792	1,247	(455)	5,091	6,233	(1,143)	-18%
Total Operating - Administrative	**36,224**	**34,400**	**1,824**	**165,303**	**172,001**	**(6,698)**	-4%
Total Tenant Services	**7,530**	**5,918**	**1,612**	**37,272**	**29,590**	**7,682**	26%
Water	5,285	7,759	(2,474)	36,023	38,797	(2,774)	-7%
Electricity	12,511	14,910	(2,400)	67,856	74,551	(6,695)	-9%
Gas	1,467	1,353	114	9,206	6,763	2,443	36%
Sewer	4,284	5,103	(819)	24,779	25,513	(735)	-3%
Total Utilities	**$ 23,546**	**$ 29,125**	**$ (5,579)**	**$ 137,863**	**$ 145,624**	**$ (7,761)**	-5%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 13,270	$ 15,696	$ (2,426)	$ 73,314	$ 78,482	$ (5,167)	-7%
Maintenance - Materials & Other	3,652	8,229	(4,577)	25,136	41,146	(16,009)	-39%
Maintenance and Operations Contracts	19,698	12,698	7,000	87,127	63,490	23,637	37%
Employee Benefit Contributions - Maintenance	5,326	1,669	3,657	30,814	8,344	22,470	269%
Total Maintenance	**41,946**	**38,292**	**3,654**	**216,392**	**191,461**	**24,931**	13%
Total Insurance Premiums	**24,679**	**32,160**	**(7,481)**	**104,776**	**160,802**	**(56,027)**	-35%
Other General Expenses	507	-	507	3,630	-	3,630	0%
Compensated Absences	3,155	-	3,155	9,802	-	9,802	0%
Taxes	5,250	5,250	-	26,250	26,250	-	0%
Bad debt - Tenant Rents	-	1,721	(1,721)	-	8,603	(8,603)	-100%
Total Other General Expenses	**8,912**	**6,971**	**1,942**	**39,682**	**34,853**	**4,829**	14%
Interest of Mortgage (or Bonds) Payable	15,906	20,967	(5,060)	79,531	104,833	(25,301)	-24%
Interest on Notes Payable (Seller Financing)	20,967	15,656	5,310	104,833	78,281	26,551	34%
Amortization of Loan Costs	2,275	2,274	0	11,373	11,372	1	0%
Total Interest Expense and Amortization Cost	**39,147**	**38,897**	**250**	**195,737**	**194,485**	**1,251**	1%
Total Operating Expenses	**$ 181,985**	**$ 185,763**	**$ (3,779)**	**$ 897,024**	**$ 928,816**	**$ (31,792)**	-3%
Excess of Operating Revenue over Operating Expenses	**$ 13,855**	**$ 16,524**	**$ (2,670)**	**$ 90,538**	**$ 82,621**	**$ 7,916**	10%
Extraordinary Maintenance	-	-	-	21,942	-	21,942	
Depreciation Expense	54,286	53,285	1,001	271,434	266,425	5,009	2%
Total Expenses	**$ 236,271**	**$ 239,048**	**$ (2,778)**	**$ 1,190,400**	**$ 1,195,241**	**$ (4,841)**	0%
Net Gain (Loss)	**$ (40,431)**	**$ (36,761)**	**$ (3,670)**	**$ (202,838)**	**$ (183,804)**	**$ (19,035)**	**10%**

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 22,682	$ 23,763	$ (1,081)	$ 116,907	$ 118,815	$ (1,908)	-2%
Rental Subsidies	33,364	31,939	1,425	159,339	159,696	(357)	0%
Vacancy Loss	(2,902)	(2,785)	(117)	(18,811)	(13,925)	(4,886)	35%
Net Rental Revenue	**53,144**	**52,917**	**227**	**257,435**	**264,585**	**(7,151)**	**-3%**
Tenant Revenue - Other	-	563	(563)	373	2,813	(2,439)	-87%
Total Tenant Revenue	**53,144**	**53,480**	**(336)**	**257,808**	**267,398**	**(9,590)**	-4%
Investment Income - Unrestricted	1,937	1,667	271	10,249	8,333	1,915	23%
Other Revenue	3,052	2,370	682	12,396	11,850	546	5%
Total Revenue	**$ 58,134**	**$ 57,516**	**$ 617**	**$ 280,452**	**$ 287,581**	**$ (7,129)**	-2%
Administrative Salaries	2,721	2,739	(18)	11,479	13,693	(2,215)	-16%
Auditing Fees	1,172	859	313	4,922	4,297	626	15%
Property Management Fee	2,764	3,351	(587)	13,457	16,755	(3,298)	-20%
Asset Management Fees	1,091	1,099	(8)	5,453	5,495	(42)	-1%
Advertising and Marketing	-	4	(4)	-	21	(21)	-100%
Employee Benefit contributions - Administrative	954	832	123	3,939	4,158	(218)	-5%
Office Expenses	841	833	8	3,829	4,167	(338)	-8%
Legal Expense	339	42	297	339	208	131	63%
Training & Travel	22	83	(61)	44	417	(373)	-89%
Other	135	413	(277)	2,850	2,063	788	38%
Total Operating - Administrative	**10,040**	**10,255**	**(215)**	**46,312**	**51,273**	**(4,960)**	-10%
Total Tenant Services	**39**	**385**	**(346)**	**454**	**1,925**	**(1,470)**	-76%
Water	1,580	2,489	(908)	35,197	12,444	22,752	183%
Electricity	687	897	(210)	3,878	4,484	(606)	-14%
Gas	508	448	60	3,638	2,240	1,398	62%
Sewer	1,452	1,783	(331)	10,024	8,914	1,111	12%
Total Utilities	**$ 4,227**	**$ 5,616**	**$ (1,389)**	**$ 52,737**	**$ 28,081**	**$ 24,656**	88%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 3,239	$ 2,620	$ 618	$ 15,583	$ 13,101	$ 2,482	19%
Maintenance - Materials & Other	1,338	1,625	(287)	7,414	8,125	(711)	-9%
Maintenance and Operations Contracts	10,320	6,585	3,735	35,958	32,924	3,034	9%
Employee Benefit Contributions - Maintenance	1,304	559	745	6,516	2,793	3,723	133%
Total Maintenance	**16,200**	**11,389**	**4,811**	**65,471**	**56,943**	**8,528**	15%
Total Insurance Premiums	**15,868**	**11,676**	**4,192**	**65,576**	**58,380**	**7,196**	12%
Other General Expenses	98	-	98	867	-	867	0%
Compensated Absences	484	101	383	1,669	503	1,166	232%
Property Taxes	2,047	2,047	-	10,237	10,237	-	0%
Bad debt - Tenant Rents	-	348	(348)	-	1,738	(1,738)	-100%
Total Other General Expenses	**2,629**	**2,495**	**134**	**12,772**	**12,477**	**295**	2%
Interest of Mortgage (or Bonds) Payable	2,879	3,015	(136)	15,009	15,074	(65)	0%
Interest on Notes Payable (Seller Financing)	6,714	6,714	0	33,568	33,568	0	0%
Amortization of Loan Costs	905	904	1	4,523	4,518	5	0%
Total Interest Expense and Amortization Cost	**10,497**	**10,632**	**(135)**	**53,100**	**53,160**	**(60)**	0%
Total Operating Expenses	**$ 59,502**	**$ 52,448**	**$ 7,054**	**$ 296,422**	**$ 262,239**	**$ 34,183**	13%
Excess of Operating Revenue over Operating Expenses	**$ (1,368)**	**$ 5,068**	**$ (6,436)**	**$ (15,970)**	**$ 25,342**	**$ (41,313)**	-163%
Extraordinary Maintenance	-	-	-	7,202	-	7,202	
Depreciation Expense	18,415	18,807	(392)	93,628	94,035	(407)	0%
Total Expenses	**$ 77,917**	**$ 71,255**	**$ 6,662**	**$ 397,252**	**$ 356,274**	**$ 40,978**	12%
Net Gain (Loss)	**$ (19,783)**	**$ (13,739)**	**$ (6,044)**	**$ (116,800)**	**$ (68,693)**	**$ (48,107)**	**70%**

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 52,571	$ 54,839	$ (2,268)	$ 273,333	$ 274,194	$ (861)	0%
Rental Subsidies	53,661	51,393	2,268	257,827	256,966	861	0%
Vacancy Loss	(3,271)	(2,656)	(615)	(25,814)	(13,279)	(12,535)	94%
Net Rental Revenue	**102,961**	**103,576**	**(615)**	**505,346**	**517,881**	**(12,535)**	**-2%**
Tenant Revenue - Other	694	389	305	2,418	1,946	472	24%
Total Tenant Revenue	**103,656**	**103,965**	**(310)**	**507,764**	**519,827**	**(12,063)**	-2%
Investment Income - Unrestricted	2,179	2,667	(488)	10,188	13,333	(3,145)	-24%
Other Revenue	1,952	2,414	(462)	11,813	12,071	(258)	-2%
Total Revenue	**$ 107,787**	**$ 109,046**	**$ (1,260)**	**$ 529,764**	**$ 545,231**	**$ (15,467)**	-3%
Administrative Salaries	6,486	6,766	(279)	33,264	33,829	(565)	-2%
Auditing Fees	2,230	1,662	568	9,448	8,311	1,136	14%
Property Management Fee	6,339	6,383	(43)	31,217	31,914	(697)	-2%
Asset Management Fees	1,107	1,149	(42)	5,537	5,745	(208)	-4%
Advertising and Marketing	-	4	(4)	-	21	(21)	-100%
Employee Benefit contributions - Administrative	2,296	2,363	(67)	12,412	11,815	596	5%
Office Expenses	2,471	1,703	768	9,149	8,513	637	7%
Legal Expense	260	283	(23)	889	1,417	(528)	-37%
Training & Travel	61	125	(64)	123	625	(503)	-80%
Other	338	533	(195)	2,229	2,667	(437)	-16%
Total Operating - Administrative	**21,589**	**20,971**	**618**	**104,266**	**104,856**	**(589)**	-1%
Total Tenant Services	**6,541**	**4,783**	**1,758**	**32,499**	**23,913**	**8,586**	36%
Water	1,743	2,204	(461)	8,405	11,021	(2,615)	-24%
Electricity	8,970	10,888	(1,918)	49,485	54,439	(4,954)	-9%
Gas	859	771	88	4,714	3,856	859	22%
Sewer	1,235	1,292	(57)	5,705	6,460	(754)	-12%
Total Utilities	**$ 12,807**	**$ 15,155**	**$ (2,349)**	**$ 68,311**	**$ 75,775**	**$ (7,465)**	-10%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 6,751	$ 6,434	$ 317	$ 29,650	$ 32,169	$ (2,519)	-8%
Maintenance - Materials & Other	2,457	3,275	(818)	18,994	16,375	2,619	16%
Maintenance and Operations Contracts	16,400	11,417	4,983	65,591	57,083	8,507	15%
Employee Benefit Contributions - Maintenance	1,739	739	1,000	9,111	3,695	5,416	147%
Total Maintenance	**27,347**	**21,865**	**5,483**	**123,346**	**109,323**	**14,023**	13%
Property Insurance	12,564	6,264	6,299	52,591	31,322	21,268	68%
Workmen's Compensation	288	299	(10)	1,397	1,493	(96)	
All Other Insurance	269	273	(4)	1,343	1,363	(20)	-1%
Total Insurance Premiums	**13,120**	**6,836**	**6,285**	**55,330**	**34,178**	**21,153**	62%
Other General Expenses	173	-	173	1,638	-	1,638	0%
Compensated Absences	1,021	-	1,021	6,714	-	6,714	0%
Taxes	2,625	2,625	-	13,125	13,125	-	0%
Bad debt - Tenant Rents	-	167	(167)	(700)	835	(1,535)	-184%
Total Other General Expenses	**3,818**	**2,792**	**1,027**	**20,778**	**13,960**	**6,818**	49%
Interest of Mortgage (or Bonds) Payable	5,046	4,975	71	24,895	24,875	20	0%
Interest on Notes Payable (Seller Financing)	9,215	9,215	(0)	46,076	46,076	(0)	0%
Amortization of Loan Costs	1,568	1,568	(0)	7,840	7,840	(0)	0%
Total Interest Expense and Amortization Cost	**15,829**	**15,758**	**71**	**78,811**	**78,792**	**19**	0%
Total Operating Expenses	**$ 101,052**	**$ 88,159**	**$ 12,893**	**$ 483,341**	**$ 440,795**	**$ 42,545**	10%
Excess of Operating Revenue over Operating Expenses	**$ 6,735**	**$ 20,887**	**$ (14,153)**	**$ 46,424**	**$ 104,436**	**$ (58,012)**	-56%
Extraordinary Maintenance	1,125	-	1,125	4,292	-	4,292	
Depreciation Expense	32,492	31,261	1,231	162,461	156,304	6,157	4%
Total Expenses	**$ 134,669**	**$ 119,420**	**$ 15,249**	**$ 650,094**	**$ 597,100**	**$ 52,994**	9%
Net Gain (Loss)	**$ (26,883)**	**$ (10,374)**	**$ (16,509)**	**$ (120,329)**	**$ (51,868)**	**$ (68,461)**	**132%**

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 11,316	$ 11,755	$ (439)	$ 57,341	$ 58,776	$ (1,436)	-2%
Rental Subsidies	7,984	7,763	220	39,159	38,817	342	1%
Vacancy Loss	(1,519)	(586)	(934)	(1,375)	(2,928)	1,553	-53%
Net Rental Revenue	**17,781**	**18,933**	**(1,152)**	**95,125**	**94,665**	**460**	**0%**
Tenant Revenue - Other	15	56	(41)	580	281	299	106%
Total Tenant Revenue	**17,796**	**18,989**	**(1,193)**	**95,705**	**94,947**	**758**	1%
Investment Income - Unrestricted	474	583	(110)	2,212	2,917	(705)	-24%
Other Revenue	102	339	(237)	1,099	1,696	(597)	-35%
Total Revenue	**$ 18,372**	**$ 19,912**	**$ (1,540)**	**$ 99,016**	**$ 99,559**	**$ (543)**	-1%
Administrative Salaries	890	907	(17)	3,792	4,535	(743)	-16%
Auditing Fees	436	283	153	1,720	1,413	307	22%
Property Management Fee	993	966	26	4,840	4,832	8	0%
Asset Management Fees	1,105	1,119	(14)	5,525	5,596	(71)	-1%
Employee Benefit contributions - Administrative	311	276	35	1,290	1,379	(89)	-6%
Office Expenses	603	606	(4)	2,913	3,031	(118)	-4%
Legal Expense	-	67	(67)	304	333	(29)	-9%
Training & Travel	12	42	(29)	25	208	(184)	-88%
Other	573	167	407	1,375	833	542	65%
Total Operating - Administrative	**4,923**	**4,437**	**486**	**21,785**	**22,183**	**(398)**	-2%
Total Tenant Services	**-**	**-**	**-**	**3**	**-**	**3**	0%
Water	260	349	(89)	1,316	1,743	(427)	-24%
Electricity	1,213	1,306	(92)	6,017	6,528	(510)	-8%
Gas	251	430	(180)	3,188	2,152	1,036	48%
Sewer	200	223	(22)	1,018	1,115	(97)	-9%
Total Utilities	**$ 1,925**	**$ 2,308**	**$ (383)**	**$ 11,539**	**$ 11,538**	**$ 2**	0%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 1,079	$ 873	$ 206	$ 5,187	$ 4,367	$ 820	19%
Maintenance - Materials & Other	812	1,096	(284)	1,338	5,479	(4,141)	-76%
Maintenance and Operations Contracts	4,693	2,785	1,908	14,559	13,927	632	5%
Employee Benefit Contributions - Maintenance	435	1,191	(756)	2,178	5,954	(3,776)	-63%
Total Maintenance	**7,019**	**5,946**	**1,073**	**23,263**	**29,728**	**(6,465)**	-22%
Total Protective Services	**1,367**	**1,305**	**62**	**6,469**	**6,526**	**(57)**	-1%
Total Insurance Premiums	**2,672**	**3,014**	**(342)**	**11,265**	**15,068**	**(3,802)**	-25%
Other General Expenses	46	-	46	227	-	227	0%
Compensated Absences	207	33	175	824	163	661	0%
Taxes	656	656	-	3,281	3,281	-	0%
Bad debt - Tenant Rents	-	287	(287)	-	1,434	(1,434)	-100%
Total Other General Expenses	**909**	**976**	**(66)**	**4,332**	**4,878**	**(545)**	-11%
Interest of Mortgage (or Bonds) Payable	586	614	(27)	3,041	3,068	(27)	-1%
Amortization of Loan Costs	527	527	0	2,635	2,635	0	0%
Total Interest Expense and Amortization Cost	**1,113**	**1,141**	**(27)**	**5,676**	**5,703**	**(27)**	0%
Total Operating Expenses	**$ 19,928**	**$ 19,124**	**$ 803**	**$ 84,332**	**$ 95,622**	**$ (11,290)**	-12%
Excess of Operating Revenue over Operating Expenses	**$ (1,556)**	**$ 787**	**$ (2,343)**	**$ 14,684**	**$ 3,937**	**$ 10,746**	273%
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	10,253	10,321	(68)	51,263	51,605	(343)	-1%
Total Expenses	**$ 30,180**	**$ 29,445**	**$ 735**	**$ 135,595**	**$ 147,227**	**$ (11,632)**	-8%
Net Gain (Loss)	**$ (11,808)**	**$ (9,534)**	**$ (2,275)**	**$ (36,579)**	**$ (47,668)**	**$ 11,089**	**-23%**

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 16,430	$ 14,326	$ 2,104	$ 79,285	$ 71,628	$ 7,657	11%
Rental Subsidies	19,774	21,938	(2,164)	101,735	109,692	(7,956)	-7%
Vacancy Loss	(3,773)	(3,989)	216	(16,446)	(19,945)	3,499	-18%
Net Rental Revenue	**32,431**	**32,275**	**156**	**164,574**	**161,375**	**3,199**	**2%**
Tenant Revenue - Other	-	-	-	484	-	484	0%
Total Tenant Revenue	**32,431**	**32,275**	**156**	**165,058**	**161,375**	**3,683**	2%
Investment Income - Unrestricted	291	542	(250)	1,296	2,708	(1,412)	-52%
Other Revenue	45	367	(322)	1,265	1,833	(569)	-31%
Total Revenue	**$ 32,767**	**$ 33,183**	**$ (416)**	**$ 167,619**	**$ 165,916**	**$ 1,703**	1%
Administrative Salaries	2,557	2,717	(160)	12,041	13,586	(1,545)	-11%
Auditing Fees	857	611	247	3,546	3,053	493	16%
Property Management Fee	1,954	1,959	(5)	9,995	9,793	202	2%
Asset Management Fees	792	792	0	3,959	3,959	0	0%
Advertising and Marketing	-	4	(4)	-	21	(21)	-100%
Employee Benefit contributions - Administrative	337	307	30	1,615	1,534	81	5%
Office Expenses	390	463	(73)	1,892	2,313	(421)	-18%
Legal Expense	-	83	(83)	130	417	(287)	-69%
Training & Travel	7	63	(55)	15	313	(298)	-95%
Other	106	571	(464)	1,237	2,853	(1,616)	-57%
Total Operating - Administrative	**7,000**	**7,568**	**(568)**	**34,428**	**37,840**	**(3,412)**	-9%
Total Tenant Services	**31**	**273**	**(242)**	**379**	**1,365**	**(986)**	-72%
Water	1,777	1,409	368	10,025	7,045	2,980	42%
Electricity	254	596	(342)	2,142	2,981	(839)	-28%
Gas	112	151	(39)	1,672	756	917	121%
Sewer	1,568	1,115	453	7,519	5,575	1,944	35%
Total Utilities	**$ 3,711**	**$ 3,271**	**$ 440**	**$ 21,359**	**$ 16,357**	**$ 5,001**	31%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 2,280	$ 3,157	$ (877)	$ 13,584	$ 15,786	$ (2,203)	-14%
Maintenance - Materials & Other	1,205	1,751	(546)	7,651	8,756	(1,105)	-13%
Maintenance and Operations Contracts	6,072	3,691	2,381	26,169	18,454	7,715	42%
Employee Benefit Contributions - Maintenance	1,181	1,559	(378)	6,804	7,794	(989)	-13%
Total Maintenance	**10,738**	**10,158**	**580**	**54,208**	**50,790**	**3,418**	7%
Total Insurance Premiums	**4,920**	**4,760**	**161**	**25,902**	**23,798**	**2,104**	9%
Other General Expenses	111	-	111	599	-	599	0%
Compensated Absences	947	-	947	3,477	-	3,477	0%
Property Taxes	1,750	1,750	-	8,750	8,750	-	0%
Bad debt - Tenant Rents	-	326	(326)	(300)	1,630	(1,930)	-118%
Total Other General Expenses	**2,808**	**2,076**	**732**	**12,526**	**10,380**	**2,146**	21%
Interest of Mortgage (or Bonds) Payable	586	1,853	(1,267)	2,944	9,266	(6,322)	-68%
Interest on Notes Payable	1,268	-	1,268	6,340	-	6,340	0%
Amortization of Loan Costs	526	526	0	2,632	2,632	0	0%
Total Interest Expense and Amortization Cost	**2,380**	**2,380**	**1**	**11,916**	**11,898**	**18**	0%
Total Operating Expenses	**$ 31,589**	**$ 30,486**	**$ 1,104**	**$ 160,717**	**$ 152,429**	**$ 8,288**	5%
Excess of Operating Revenue over Operating Expenses	**$ 1,178**	**$ 2,697**	**$ (1,520)**	**$ 6,902**	**$ 13,487**	**$ (6,585)**	-49%
Extraordinary Maintenance	-	-	-	1,300	-	1,300	0%
Depreciation Expense	21,756	21,756	0	108,778	108,778	0	0%
Total Expenses	**$ 53,345**	**$ 52,241**	**$ 1,104**	**$ 270,795**	**$ 261,207**	**$ 9,588**	4%
Net Gain (Loss)	**$ (20,578)**	**$ (19,058)**	**$ (1,520)**	**$ (103,176)**	**$ (95,291)**	**$ (7,886)**	**8%**

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 9,073	$ 9,560	$ (486)	$ 48,139	$ 47,798	$ 340	1%
Rental Subsidies	13,057	12,607	450	62,511	63,033	(522)	-1%
Vacancy Loss	(1,721)	(554)	(1,167)	(13,620)	(2,771)	(10,849)	392%
Net Rental Revenue	**20,409**	**21,612**	**(1,203)**	**97,030**	**108,061**	**(11,031)**	**-10%**
Tenant Revenue - Other	-	153	(153)	51	767	(716)	-93%
Total Tenant Revenue	**20,409**	**21,766**	**(1,357)**	**97,081**	**108,828**	**(11,746)**	-11%
Investment Income - Unrestricted	484	417	68	2,255	2,083	172	8%
Other Revenue	-	35	(35)	-	175	(175)	-100%
Total Revenue	**$ 20,893**	**$ 22,217**	**$ (1,324)**	**$ 99,337**	**$ 111,086**	**$ (11,749)**	-11%
Administrative Salaries	1,037	1,076	(39)	4,804	5,379	(575)	-11%
Auditing Fees	527	407	120	2,276	2,035	240	0%
Property Management Fee	1,225	1,308	(83)	5,854	6,540	(686)	-10%
Asset Management Fees	792	792	0	3,959	3,959	0	0%
Advertising and Marketing	-	4	(4)	-	21	(21)	0%
Employee Benefit contributions - Administrative	173	148	25	796	740	56	8%
Office Expenses	157	242	(85)	715	1,208	(494)	-41%
Legal Expense	-	42	(42)	-	208	(208)	-100%
Training & Travel	2	63	(60)	5	313	(308)	-98%
Other	27	227	(199)	230	1,133	(903)	-80%
Total Operating - Administrative	**3,940**	**4,307**	**(368)**	**18,638**	**21,537**	**(2,899)**	-13%
Total Tenant Services	**20**	**182**	**(162)**	**249**	**910**	**(661)**	-73%
Water	803	1,777	(974)	6,185	8,885	(2,700)	-30%
Electricity	104	244	(140)	1,211	1,221	(10)	-1%
Gas	38	81	(43)	1,531	406	1,124	277%
Sewer	757	1,333	(576)	4,192	6,666	(2,474)	-37%
Total Utilities	**$ 1,703**	**$ 3,436**	**$ (1,733)**	**$ 13,119**	**$ 17,178**	**$ (4,059)**	-24%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 761	$ 1,052	$ (291)	$ 4,587	$ 5,262	$ (675)	-13%
Maintenance - Materials & Other	697	679	17	2,548	3,396	(847)	-25%
Maintenance and Operations Contracts	2,976	2,703	274	15,902	13,513	2,389	18%
Employee Benefit Contributions - Maintenance	394	1,155	(761)	2,254	5,775	(3,522)	-61%
Total Maintenance	**4,828**	**5,589**	**(761)**	**25,291**	**27,947**	**(2,655)**	-10%
Total Insurance Premiums	**2,709**	**3,127**	**(418)**	**14,764**	**15,633**	**(869)**	-6%
Other General Expenses	38	-	38	154	-	154	0%
Compensated Absences	328	-	328	1,252	-	1,252	0%
Property Taxes	1,225	1,225	-	6,125	6,125	-	0%
Bad debt - Tenant Rents	-	44	(44)	(478)	218	(696)	-319%
Total Other General Expenses	**1,591**	**1,269**	**322**	**7,052**	**6,343**	**709**	11%
Interest on Notes Payable	2,676	2,676	0	13,378	13,378	0	0%
Amortization of Loan Costs	271	271	0	1,354	1,354	0	0%
Total Interest Expense and Amortization Cost	**2,946**	**2,946**	**0**	**14,732**	**14,732**	**0**	0%
Total Operating Expenses	**$ 17,737**	**$ 20,856**	**$ (3,119)**	**$ 93,846**	**$ 104,280**	**$ (10,434)**	-10%
Excess of Operating Revenue over Operating Expenses	**$ 3,156**	**$ 1,361**	**$ 1,795**	**$ 5,491**	**$ 6,806**	**$ (1,315)**	-19%
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	11,512	11,512	0	57,560	57,560	0	0%
Total Expenses	**$ 29,249**	**$ 32,368**	**$ (3,119)**	**$ 151,406**	**$ 161,840**	**$ (10,434)**	-6%
Net Gain (Loss)	**$ (8,356)**	**$ (10,151)**	**$ 1,795**	**$ (52,069)**	**$ (50,754)**	**$ (1,315)**	**3%**

Kinney Point Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 6,687	$ 31,957	$ (25,270)	$ 32,460	$ 159,783	$ (127,324)	-80%
Rental Subsidies	32,139	6,519	25,620	159,280	32,597	126,684	389%
Vacancy Loss	(478)	(1,346)	868	-	(6,732)	6,732	-100%
Net Rental Revenue	**38,348**	**37,130**	**1,218**	**191,740**	**185,648**	**6,092**	**3%**
Tenant Revenue - Other	64	153	(89)	316	767	(451)	-59%
Total Tenant Revenue	**38,412**	**37,283**	**1,129**	**192,056**	**186,415**	**5,641**	3%
Investment Income - Unrestricted	569	417	152	2,211	2,083	128	6%
Other Revenue	(64)	68	(132)	3,950,135	342	3,949,794	1156094%
Total Revenue	**$ 38,917**	**$ 37,768**	**$ 1,150**	**$ 4,144,402**	**$ 188,840**	**$ 3,955,562**	2095%
Administrative Salaries	3,087	2,022	1,065	14,397	10,108	4,290	42%
Auditing Fees	535	385	150	2,223	1,923	301	16%
Property Management Fee	1,551	1,598	(47)	7,943	7,990	(47)	-1%
Asset Management Fees	-	1,167	(1,167)	1,989	5,834	(3,845)	-66%
Employee Benefit contributions - Administrative	447	728	(281)	1,888	3,641	(1,753)	-48%
Office Expenses	2,619	242	2,377	5,794	1,208	4,586	380%
Legal Expense	-	83	(83)	-	417	(417)	-100%
Training & Travel	12	63	(50)	25	313	(288)	-92%
Other	5,076	227	4,849	5,896	1,133	4,762	420%
Total Operating - Administrative	**13,327**	**6,517**	**6,809**	**40,155**	**32,587**	**7,568**	23%
Total Tenant Services	**20**	**176**	**(157)**	**1,072**	**881**	**192**	22%
Water	142	1,777	(1,635)	786	8,885	(8,099)	-91%
Electricity	647	244	403	2,692	1,221	1,471	120%
Gas	49	81	(32)	1,523	407	1,116	275%
Sewer	60	1,333	(1,273)	244	6,666	(6,422)	-96%
Total Utilities	**$ 899**	**$ 3,436**	**$ (2,537)**	**$ 5,244**	**$ 17,179**	**$ (11,935)**	-69%

Kinney Point Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 371	$ 1,768	$ (1,397)	$ 450	$ 8,840	$ (8,390)	-95%
Maintenance - Materials & Other	459	679	(220)	919	3,396	(2,477)	-73%
Maintenance and Operations Contracts	661	2,838	(2,177)	4,112	14,192	(10,081)	-71%
Employee Benefit Contributions - Maintenance	727	440	288	1,482	2,198	(716)	-33%
Total Maintenance	**2,219**	**5,725**	**(3,507)**	**6,963**	**28,627**	**(21,664)**	-76%
Total Protective Services	**1,191**	**1,305**	**(114)**	**5,414**	**6,526**	**(1,112)**	-17%
Total Insurance Premiums	**5,035**	**2,975**	**2,060**	**21,416**	**14,875**	**6,541**	44%
Other General Expenses	55	-	55	278	-	278	0%
Compensated Absences	175	71	105	1,278	353	925	0%
Taxes	1,225	1,225	-	6,125	6,125	-	0%
Bad debt - Tenant Rents	-	560	(560)	-	2,799	(2,799)	-100%
Total Other General Expenses	**1,455**	**1,855**	**(401)**	**7,681**	**9,276**	**(1,596)**	-17%
Interest of Mortgage (or Bonds) Payable	-	796	(796)	-	3,979	(3,979)	-100%
Amortization of Loan Costs	-	399	(399)	1,321	1,995	(674)	-34%
Total Interest Expense and Amortization Cost	**-**	**1,195**	**(1,195)**	**1,321**	**5,974**	**(4,653)**	-78%
Total Operating Expenses	**$ 24,145**	**$ 23,185**	**$ 960**	**$ 89,266**	**$ 115,925**	**$ (26,658)**	-23%
Excess of Operating Revenue over Operating Expenses	**$ 14,773**	**$ 14,583**	**$ 190**	**$ 4,055,136**	**$ 72,915**	**$ 3,982,221**	5461%
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	34,272	9,519	24,753	168,989	47,593	121,395	255%
Total Expenses	**$ 58,417**	**$ 32,704**	**$ 25,713**	**$ 258,255**	**$ 163,518**	**$ 94,737**	58%
Net Gain (Loss)	**$ (19,499)**	**$ 5,064**	**$ (24,564)**	**$ 3,886,147**	**$ 25,322**	**$ 3,860,825**	**15247%**

Park Avenue Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	$ 4,523	$ 14,817	$ (10,295)	$ 24,481	$ 74,086	$ (49,605)	-67%
Rental Subsidies	45,551	22,106	23,445	225,859	110,531	115,327	104%
Vacancy Loss	-	(1,292)	1,292	(1,853)	(6,462)	4,608	-71%
Net Rental Revenue	50,074	35,631	14,443	248,487	178,156	70,331	39%
Tenant Revenue - Other	-	-	-	-	-	-	0%
Total Tenant Revenue	**50,074**	**35,631**	**14,443**	**248,487**	**178,156**	**70,331**	39%
Investment Income - Unrestricted	847	417	431	2,412	2,083	328	16%
Other Revenue	570	188	381	3,536	942	2,595	276%
Total Revenue	**$ 51,491**	**$ 36,236**	**$ 15,255**	**$ 254,435**	**$ 181,181**	**$ 73,254**	40%
Administrative Salaries	2,496	3,583	(1,086)	11,438	17,913	(6,475)	-36%
Auditing Fees	527	407	120	2,276	2,035	240	12%
Property Management Fee	1,269	1,692	(423)	5,922	8,460	(2,538)	-30%
Asset Management Fees	-	792	(792)	-	3,958	(3,958)	-100%
Advertising and Marketing	-	4	(4)	-	21	(21)	-100%
Employee Benefit contributions - Administrative	739	1,336	(597)	3,837	6,679	(2,843)	-43%
Office Expenses	1,445	700	745	1,827	3,500	(1,673)	-48%
Legal Expense	-	42	(42)	-	208	(208)	-100%
Training & Travel	12	63	(50)	25	313	(288)	-92%
Other	102	227	(125)	371	1,133	(762)	-67%
Total Operating - Administrative	**6,591**	**8,844**	**(2,253)**	**25,695**	**44,220**	**(18,525)**	-42%
Total Tenant Services	**20**	**152**	**(132)**	**83**	**760**	**(677)**	-89%
Water	687	1,777	(1,090)	4,072	8,885	(4,813)	-54%
Electricity	231	244	(13)	1,150	1,221	(72)	-6%
Gas	57	81	(24)	127	407	(280)	-69%
Sewer	504	1,333	(829)	2,673	6,666	(3,992)	-60%
Total Utilities	**$ 1,479**	**$ 3,436**	**$ (1,956)**	**$ 8,022**	**$ 17,179**	**$ (9,157)**	-53%

Park Avenue Housing Development Group, LP
Unaudited Revenue Expense Budget Comparison

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	$ 2,671	$ 3,975	$ (1,304)	$ 13,081	$ 19,873	$ (6,791)	-34%
Maintenance - Materials & Other	14	679	(665)	247	3,396	(3,149)	-93%
Maintenance and Operations Contracts	1,868	2,803	(934)	5,122	14,013	(8,891)	-63%
Employee Benefit Contributions - Maintenance	717	386	331	4,712	1,932	2,780	144%
Total Maintenance	**5,271**	**7,843**	**(2,572)**	**23,162**	**39,213**	**(16,052)**	-41%
Total Insurance Premiums	**103**	**2,975**	**(2,872)**	**515**	**14,875**	**(14,360)**	-97%
Other General Expenses	11	-	11	166	-	166	0%
Compensated Absences	312	139	173	2,569	696	1,873	269%
Taxes	1,225	1,225	-	6,125	6,125	-	0%
Bad debt - Tenant Rents	-	537	(537)	-	2,687	(2,687)	-100%
Total Other General Expenses	**1,548**	**1,902**	**(354)**	**8,860**	**9,508**	**(648)**	-7%
Interest of Mortgage (or Bonds) Payable	-	-	-	-	-	-	0%
Interest on Notes Payable (Seller Financing)	-	-	-	-	-	-	0%
Amortization of Loan Costs	-	127	(127)	-	635	(635)	-100%
Total Interest Expense and Amortization Cost	**-**	**127**	**(127)**	**-**	**635**	**(635)**	-100%
Total Operating Expenses	**$ 16,203**	**$ 25,278**	**$ (9,075)**	**$ 71,751**	**$ 126,391**	**$ (54,640)**	-43%
Excess of Operating Revenue over Operating Expenses	**$ 35,288**	**$ 10,958**	**$ 24,330**	**$ 182,684**	**$ 54,790**	**$ 127,894**	233%
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	-	2,917	(2,917)	-	14,583	(14,583)	-100%
Total Expenses	**$ 16,203**	**$ 28,195**	**$ (11,992)**	**$ 71,751**	**$ 140,974**	**$ (69,224)**	-49%
Net Gain (Loss)	**$ 35,288**	**$ 8,041**	**$ 27,247**	**$ 182,684**	**$ 40,207**	**$ 142,478**	**354%**

Columbia Housing Authority
Administration Revenue and Expense Summary

	CHA Affordable Housing Development	CHA Business Activities	CHA Central Office Cost Center	Total Adminstration	Year to Date Budget	Budget Variance	Percent of Variance
Management Fee	$ -	$ -	$ 127,514	$ 127,514	$ 137,271	$ (9,757)	-7%
Asset Management Fee	-	-	2,500	2,500	2,500	-	0%
Book Keeping Fee	-	-	63,916	63,916	72,566	(8,651)	-12%
Fee Revenue	**-**	**-**	**193,929**	**193,929**	**212,337**	**$ (18,408)**	**-9%**
Interest Income	5,022	24,724	5,311	35,057	17,989	17,068	95%
Investment Income	6,467	323,275	-	329,742	326,060	3,683	1%
Other Revenue	(75)	191,839	367	192,130	329,030	(136,900)	-42%
Gain or Loss on Sale of Capital Assets	-	-	-	-	-	-	
Total Revenue	**$ 11,415**	**$ 539,838**	**$ 199,606**	**$ 750,859**	**$ 885,416**	**$ (134,557)**	**-15%**
Administrative Salaries	99,752	112,943	118,855	331,551	318,297	13,253	4%
Auditing Fees	-	2,285	4,985	7,269	7,292	(22)	0%
Advertising and Marketing	-	-	526	526	552	(27)	-5%
Employee Benefits - Admin.	24,559	33,830	34,876	93,264	96,023	(2,759)	-3%
Office Expenses	1,454	9,489	33,482	44,425	39,156	5,269	13%
Legal Expense	-	-	4,191	4,191	12,083	(7,893)	-65%
Training & Travel	6,092	2,301	7,120	15,512	8,438	7,075	84%
Other	376	2,654	6,879	9,909	8,125	1,784	22%
Total Operating - Administration	**132,232**	**163,502**	**210,913**	**506,646**	**489,966**	**16,680**	**3%**
Water	-	86	86	172	458	(286)	-62%
Electricity	-	885	885	1,769	2,313	(543)	-23%
Gas	-	503	503	1,006	458	548	119%
Sewer	-	51	51	102	1,633	(1,531)	-94%
Total Utilities	**-**	**1,525**	**1,525**	**3,050**	**4,863**	**(1,813)**	-37%
Maintenance - Labor	-	-	-	-	-		
Maintenance - Materials	-	-	483	483	1,421	(937)	-66%
Maint Contracts, Miscellaneous	-	236	920	1,156	1,146	10	1%
Maint Contracts-Trash Removal	-	-	-	-	458	(458)	-100%
Maint Contracts-Heating & Cooling	-	-	-	-	-	-	0%
Maint Contracts-Snow Removal	-	-	-	-	-	-	0%
Maint Contracts-Elevators	-	-	-	-	-	-	0%
Maint Contracts-Landscape & Grounds	-	-	-	-	1,875	(1,875)	-100%
Maint Contracts-Unit Turnaround	-	-	-	-	-	-	0%
Maint Contracts-Electrical	-	-	-	-	-	-	0%
Maint Contracts-Plumbing	-	-	-	-	-	-	0%
Maint Contracts-Extermintation	-	-	-	-	-	-	0%
Maint Contracts-Janitorial	-	-	-	-	1,573	(1,573)	-100%
Maintenance Contracts	-	236	920	1,156	5,053	(3,896)	-77%
Employee Benefits - Maint.	-	-	-	-	-	-	
Total Maintenance	**-**	**236**	**1,403**	**1,639**	**6,473**	**(4,834)**	**-75%**
Total Insurance Premiums	**2,116**	**4,051**	**4,173**	**10,340**	**2,123**	**8,217**	**387%**
Other General Expenses	**42,450**	**35,290**	**1,623**	**79,363**	**34,854**	**44,509**	**128%**
Compensated Absences	**870**	**1,723**	**3,422**	**6,014**	**-**	**6,014**	
Total Other Expenses	**43,320**	**37,013**	**5,044**	**85,377**	**34,854**	**50,523**	**145%**
Interest of Bonds Payable	-	122,973	-	122,973	125,279	(2,306)	-2%
Interest on Notes Payable	-	9,180	2,540	11,720	2,927	8,793	300%
Total Interest/Amortization	**-**	**132,153**	**2,540**	**134,692**	**128,205**	**6,487**	**5%**
Total Operating Expenses	**$ 177,667**	**$ 338,480**	**$ 225,598**	**$ 741,746**	**$ 666,485**	**$ 75,261**	**11%**
Excess of Operating Revenue over Operating Expenses	**$ (166,253)**	**$ 201,358**	**$ (25,992)**	**$ 9,113**	**$ 218,931**	**$ (209,818)**	**-96%**
Depreciation Expense	-	5,488	497	5,985	10,780	(4,796)	-44%
Total Expenses	**$ 177,667**	**$ 343,968**	**$ 226,095**	**$ 747,731**	**$ 677,265**	**$ 70,465**	**10%**
Net Gain (Loss)	**$ (166,253)**	**$ 195,870**	**$ (26,489)**	**$ 3,128**	**$ 208,150**	**$ (205,022)**	**-98%**

Columbia
HOUSING AUTHORITY

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: 7/15/2026
Re: CHA Director Reports

Executive Summary

This memo provides a monthly account of functions and activities of CHA Departments.

Discussion

CEO Summary:
This report summarizes operations across all CHA departments; however, the monthly financial report is a standalone monthly finance report. There are steady operations across all departments with continued development progress on milestones, continued addressing of maintenance and management of construction project sites, operating of properties, maintenance of voucher programs, the provision of services to residents and ensuring safety on CHA property.

Affordable Housing Development:
Kinney Point
- Permanent loan conversion closed on May 1, 2026.
- Final IRS Forms 8609 were filed with the IRS on July 6, 2026.
- The development team is completing the requirements necessary to receive the fifth equity installment.

Park Avenue
- Construction is more than 50% complete, and the development team is completing the requirements necessary to receive the second equity installment.
- The full $2 million City ARPA allocation has been drawn, meeting the December 31, 2026 expenditure deadline.
- Certificates of Occupancy (COs) for Building 9 were received on June 23, 2026.
- Staff continues to conduct one-on-one meetings with residents and coordinate unit assignments while completing necessary Low-Income Housing Tax Credit eligibility requirements.

Providence Walkway
- Approval of the RAD Conversion Commitment (RCC) was received July 9, 2026.
- Early start demolition of the laundry building is complete, and site preparation on the Worley lot is underway.
- CHA anticipates additional early start work scope approval by July 10, 2026 to maintain ARPA expenditure pacing.
- MHDC Firm Commitment Amendment will be executed following issuance of the RCC.
- The development team is finalizing legal documents and other closing deliverables. Closing is anticipated as early as August 2026.

Blind Boone Apartments
- Staff is addressing RAD Financing Plan comments received.
- Staff is working with MHDC underwriting staff to address the remaining underwriting comments. Closing is anticipated in October 2026.

- $350,000 Boone County ARPA allocation fully drawn to meet the June 30, 2026, expenditure deadline.
- $350,000 City ARPA allocation fully drawn to meet the December 31, 2026, expenditure deadline.

Facilities and Modernization:
Maintenance work orders have slightly increased, with most of the costs being related to HVAC. There were 76 total HVAC calls during the reporting period, representing an 8% increase. Staff continue to respond to daily resident needs, routine repairs, and ongoing property maintenance items.

The Park Avenue development continues to move forward. Framing is complete across all buildings. Building 1 has HVAC rough-in completed and plumbing rough-in underway. Building 2 has HVAC, sprinkler, and plumbing rough-ins completed, with electrical work underway. Building 3 is receiving flooring. Building 4 has first coats of paint completed, with trim underway. Building 5 is receiving trim, Building 6 is receiving its final paint, and Building 7 is receiving insulation. Building 8 is moving through the architectural punch phase, and Building 9 is complete. Building 10 is in the finishing phase, Building 11 is being sheet rocked and taped, and Building 12 is in the final paint phase. Buildings 13 and 14 are moving through their punch lists, and Building 15 is anticipated to be turned over by this Friday.

The Providence Walkway laundry building has been demolished, and site work is underway at 312 Trinity and 106 Worley.

The security cameras at Bear Creek have been installed and are operational, and playground replacement work is underway. The Stuart Parker playground equipment is also on site and awaiting installation.

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

- **ROSS Program:**
  - $19.690 in match dollars earned YTD
  - 125 active participants
- **FSS Program:**
  - 2 new participants enrolled
  - 14,660 in escrow dollars added to participant accounts
  - The team supported resident relocation efforts by assisting individuals and families with packing and preparing for their move to new homes.
- **Moving Ahead Program**:
  - Teen Center students awarded $1,500 from the Missouri Afterschool Network.
  - Juneteenth event at Rose Music Hall was a success with over 250 individuals in attendance
  - 13,915 out-of-school programming units of service completed in June, the highest monthly amount YTD.
  - The No Kid Hungry grant program selected the Moving Ahead Program to be featured in an upcoming statewide promotional video, recognizing the program's impact and showcasing how grant funding supports local children and families.

- **HHC Program:**
  - 1,120 case management units of service completed
  - Summer lunches were handed out onsite to students at Bear Creek and Stuart Parker, sponsored by the SFSP food program.
- **ILP Program:**
  - 1,867 case management units of service completed
  - $3,000 awarded from the Horizon Housing Foundation to address food insecurity among residents at Paquin and Oak Towers. These funds will be used by the Independent Living Coordinators to keep on-site freezers stocked with protein, ensuring residents have reliable access to nutritious food when needed.

Affordable Housing Operations:
In June, seven (7) families moved in, and fourteen (14) families moved out. Of the fourteen (14) families that moved out five (5) tenants were terminated, four (4) households transferred, and 5 (5) households moved to the private sector. Out of the 656 LIHTC/PBV units there were twenty-four (24) vacant as of June 30, 2026. This is an occupancy rate of 9%. Twelve (12) units were vacant over 60 days. Intake staff continues to focus 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
- 1,070 Households receiving HCV program assistance

VASH
- 146 households receiving VASH program assistance. (10 Voucher Searching)
- 121 HCV + 25 PBV (Patriot Place).

Mainstream
- 41 vouchers leased.
- 7 New submissions voucher searching

Continuum of Care
- 38 households receiving COC program assistance.
- Working on utilizing more funding by accepting more agency referrals, we currently have 14 vouchers searching and accepted 10 new referrals this month.

Emergency Housing Vouchers
- 29 vouchers leased.
- ARPA funded program is the process of phasing out.

Tenant-Based Rental Assistance
- 4 participants leased.

HCV Updates
- FY26 COC Program NOFO Released by HUD, Application Deadline 6/23/26
- Project Homeless Connect July 23, 2026, at Mo. United Methodist Church, 204 9th St. Columbia, Mo. 11:00 a.m.-2:00 p.m.

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 requirements for staffing needs and remote viewing access to cameras.
- 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.

Safety:
Safety calls were aligned or slightly lower than the annual average with 29 total calls for all CHA property that include 7 at Oak Towers and 7 at Bryant Walkway. Columbia Policy Response and Reports, and Fire/EMS calls were near the monthly average at 225 for all CHA property. Most notable reports include 7 lease violations, 5 criminal, 1 welfare check, 3 trespass warnings, and 3 death reports.

Recommended Commission Action

Review and consider the report.

Table of Contents	
Tab Name	**Report Name**
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
4. Vacant Unit Status	Affordable Housing - Vacant Unit Status Report
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
8. Emg Work Orders	Facilities and Modernization - Emergency Work Order Activity Report
9. AH - KPI	Affordable Housing - Key Performance Indicators Report - Financial
10. AH Compliance	Affordable Housing - LIHTC Compliance Reporting
11. HCV Leasing	Housing Choice Voucher - Leasing Activity Report
12. HCV Waitlist	Housing Choice Voucher - Waiting List Status Report
13. HCV - Inspections	Housing Choice Voucher - Inspection Activity Report
14. HCV KPI - Admin	Housing Choice Voucher - Administrative Account - Key Performance Indicators Report - Financial
15. HCV KPI - HAP	Housing Choice Voucher - HAP Account - Key Performance Indicators Report - Financial/Utilization
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 6/30/2026											
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	34	23	73	195	82	141	53	32	33	22	688
Available	34	23	73	195	82	141	53	32	33	22	688
Offline, HUD Approved	16	0	0	0	0	0	0	0	0	3	19
Offline, Other	0	2	3	5	2	6	1	4	1	0	24
Total Units	50	25	76	200	84	147	54	36	34	25	731
Occupancy Rate	**68%**	**92%**	**96%**	**98%**	**98%**	**96%**	**98%**	**89%**	**97%**	**88%**	**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 6/30/2026											
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	74%	96%	95%	97%	98%	98%	93%	92%	100%	100%	96%
4/30/2026	70%	88%	93%	96%	98%	97%	93%	92%	97%	100%	94%
5/31/2026	70%	88%	95%	100%	99%	97%	94%	89%	97%	100%	95%
6/30/2026	68%	92%	96%	98%	98%	96%	95%	89%	97%	100%	95%
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%	N/A	86%
2024 Rate	69.69	95.41	94.82	96.93	96.91	97.79	95.38	97.42	N/A	N/A	96.38
2023 Rate	86%	96%	96%	97%	96%	97%	95%	93%	N/A	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 6/30/2026			
Unit Type	**Family Sites**	**Oak Tower**	**Paquin Tower**
Zero bedroom		**187**	**102**
1 bedroom	127	3	10
2 bedroom	536		5
3 bedroom	244		
4 bedroom	115		
Total	1022	190	117

4. Affordable Housing - Vacant Unit Status Report

Columbia Housing Authority - Waiting List Status Report as of 6/30/2026							
	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							
	210	1	3/31/2026	Ready	5/15/2026	VA working on applicant	91
	301	1	4/14/2026	Ready	5/25/2026	VA working on applicant	77
Bear Creek							
76 Total Units	1016	4	6/26/2026	In process	7/30/2026	Intake in process	45
	1206	2	2/28/2026	Ready	7/20/2026	Intake in process	92
	1218	4	4/30/2026	Ready	7/25/2026	Intake in process	31
Paquin							
200 Total Units	405	0	5/29/2026	6/26/2026	7/10/2026	7/10/2026	30
	1114	0	6/5/2026	7/15/2026	7/22/2026	Intake in process	25
	1101	0	6/5/2026	6/26/2026	7/22/2026	Intake in process	25
	1510	0	6/8/2026	9/1/2026	9/10/2026	Maintenance issue	22
	1403	0	6/17/2026	7/8/2026	7/15/2026	Intake in process	13
Stuart Parker							
84 Total Units	202B Lincoln	2	1/21/2026	5/30/2026	6/15/2026	Waiting on approval	160
	211A Lincoln	2	6/8/2026	6/30/2026	7/15/2026	Intake in process	22
Oak Towers							
146 Total Units	816	0	4/25/2026	Ready	7/10/2026	Approved applicant	66
	215	0	4/28/2026	Ready	7/10/2026	Intake in process	63
	617	1	4/30/2026	Ready	7/10/2026	Inake in process	61
	209	0	6/1/2026	Ready	7/10/2026	Intake in process	29
	310	0	6/5/2026	7/8/2026	7/17/2026	Intake in process	25
	410	0	6/15/2026	7/8/2026	7/17/2026	Intake in process	15
Bryant Walkway I							
54 Total Units	217 Allen	1	2/9/2025	Ready	5/28/2026	Intake in process	141
Bryant Walkway II							
36 Total Units	412 LaSalle	3	5/21/2026	Unit damaged by car	8/31/2026	pulling more applicants	40
	318 LaSalle	1	4/29/2026	ready for inspection	6/11/2026	Intake in process	67
	312 Pendleton	1	1/8/2026	Ready	6/15/2026	Waiting on approval	173
	320 Pendleton	1	5/7/2026	Not started	6/30/2026	Intake in process	54
Kinney Point							
34 Total Units	805 #101	1	4/24/2026	5/10/2026	5/15/2026	Intake in process	67
Park Avenue							
79 Total Units	Under Construction-Not Tracking Data.						
	Number of Vacant Units:	**20**				**Average Days Vacant:**	**52**

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
1. Project 1 & Project 2
Enter the Property name, unit #, and bedroom size for each vacant unit.
2. Date Vacant
Enter the date that the unit became vacant.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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 6/30/2026											
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	17,306	16,407	52,646	12,364	53,322	99,227	32,966	18,731	37,560	16,480	357,009
Other Tenant Charges	-		339	1,086	164	780	532	191			3,093
Repayment Agreement Charges*											
Total Charges this Month	17,307	16,407	52,985	129,450	53,486	100,007	33,498	18,922	37,560	16,480	476,102
Collections this Month	15,043	15,556	47,519	121,294	50,914	96,608	25,167	18,747	36,221	15,405	442,474
Collection Rate	**86.9%**	**94.8%**	**89.7%**	**93.7%**	**95.2%**	**96.6%**	**75.1%**	**99.1%**	**96.4%**	**93.5%**	**92.9%**
Total Tenant Accounts Receivable (TAR)											
Total Delinquent Households	12	8	34	41	22	35	24	6	3	3	188
Total Amount Outstanding	$4,881	$3,263	$13,412	$12,897	$9,807	$6,430	$22,410	$1,203	$3,538	$1,423	$79,263
Under Repayment Agreement											
Total Number of Households	2	3	9	8	3	11	5	1	0	1	43
Total Amount Outstanding	$836	$2,519	$6,748	$3,713	$8,095	$4,024	$4,621	$1,231	$0	$285	$32,072
Households in Termination											
Total Number of Households	1	1	0	5	0	2	8	0	1	0	18
Total Amount Outstanding	$945	$1,242	$0	$3,061	$0	$787	$11,039	$0	$269	$0	$17,344

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.

6. Facilities- Annual compliance checklist by month by property as of 6/30/2026

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				X								
Fire Extinguishers – Annual Inspection	February		X										
Fire Alarm System – Annual Inspection	March				X								
Generators – Annual Inspection	June												
Oak Towers	**Inspection Month/Quarter Target**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
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	April				X								
Generators – Annual Inspection	June												
Admin Building	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Backflow Preventers – Annual Test	January	X											
Fire Extinguishers – Annual Inspection	February		X										
Fire & Burglar Alarm Systems – Annual Inspection	May												
Blind Boone Center	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Fire Extinguishers – Annual Inspection	February		X										
Fire & Burglar Alarm Systems – Annual Inspection	May												
Backflow Preventers – Annual Test	October												
Stuart Parker Laundromat	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Backflow Preventers – Annual Test	January	X											
Fire Extinguishers – Annual Inspection	February		X										
Fire & Burglar Alarm Systems – Annual Inspection	May												
Bear Creek Laundromat	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Backflow Preventers – Annual Test	January	X											
Fire Extinguishers – Annual Inspection	February		X										
Fire & Burglar Alarm Systems – Annual Inspection	May												
Bear Creek Community Bldg. 1400 Elleta	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Backflow Preventers – Annual Test	January	X											
Fire Extinguishers – Annual Inspection	February		X										
Fire & Burglar Alarm Systems – Annual Inspection	May												
Mid Mo Veterans Housing	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Backflow Preventer – Annual Test	January	X											
Fire Extinguishers – Annual Inspection	February		X										
Fire Alarm System – Annual Inspection	May												
Sprinkler System – Annual Inspection	October												
Kinney Point	**Inspection Month Target/Goal**	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
Community Building Backflow Preventer-Annual Test	January	X											
Community Building Fire Extinguishers-Annual Inspection	February		X										
Community Building-Burglar Alarm-Annual Inspection	May												
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 6/30/2026											
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	2	3	8	7	2	0	1	2	0	25
Received this Month	23	14	36	102	48	75	39	15	12	2	366
Closed this Month	19	14	32	76	43	69	36	15	12	2	318
Ending Balance	0	0	4	26	5	6	0	0	0	0	41
Closed this Month	19	14	32	76	43	69	36	15	12	2	318
Closed this Month and Preceding 11 months	321	97	368	1,109	555	1067	337	229	78	74	4,373
Average Closed per Last 12 Months	27	8	31	92	46	89	28	19	7	6	364

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 6/30/2026											
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	0	0	0	0	0	1	1	0	2
Work completed within 24 hours	0	0	0	0	0	0	0	1	1	0	2
% Closed within 24 hours	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100%	100%	#DIV/0!	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.

Columbia Housing Authority
Property Financial Performance Indicators Report
as of 6/30/2026

CHA Property Financial Performance Indicators Report	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Monthly Target
AMP 1													
Operating Cash	$ 726,566	$ 514,417	$ 636,380	$ 591,609	$ 565,732	$ 602,499							$ 500,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 34,803	$ 209,656	$ 63,893	$ 226,966	$ 634,588	$ 35,638							$ 50,000
Cash Exp. (excludes dep, amort, accrued int.)	$ 246,952	$ 87,693	$ 105,664	$ 225,843	$ 597,821	$ 68,980							$ 75,000
Net Cash Operating Income	$ (212,149)	$ 121,963	$ (41,771)	$ 1,123	$ 36,767	$ (33,342)							$ (25,000)
MMV (Patriot)													
Operating Cash	$ 20,406	$ 25,872	$ 31,000	$ 29,864	$ 28,507	$ 32,128							$ 20,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 26,307	$ 20,321	$ 17,122	$ 17,654	$ 21,404	$ 20,114							$ 19,000
Cash Exp. (excludes dep, amort, accrued int.)	$ 20,841	$ 15,196	$ 18,258	$ 19,011	$ 17,782	$ 31,456							$ 15,000
Net Cash Operating Income	$ 5,466	$ 5,125	$ (1,137)	$ (1,357)	$ 3,622	$ (11,342)							$ 4,000
Bear Creek													
Operating Cash	$ 301,168	$ 244,301	$ 250,562	$ 146,556	$ 136,174	$ 122,891							$ 50,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 108,710	$ 58,931	$ 54,945	$ 55,992	$ 57,394	$ 60,423							$ 1,500
Cash Exp. (excludes dep, amort, accrued int.)	$ 165,577	$ 52,670	$ 158,951	$ 66,374	$ 70,677	$ 61,704							$ 14,000
Net Cash Operating Income	$ (56,867)	$ 6,261	$ (104,006)	$ (10,382)	$ (13,283)	$ (1,280)							$ 20,000
Stuart Parker w/ Paquin													
Operating Cash	$ 128,613	$ 163,388	$ 162,887	$ 125,934	$ 89,562	$ 86,291							$ 200,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 266,484	$ 273,359	$ 211,084	$ 203,144	$ 212,773	$ 209,588							$ 175,000
Cash Exp. (excludes dep, amort, accrued int.)	$ 231,709	$ 273,860	$ 248,037	$ 248,084	$ 207,476	$ 229,546							$ 125,000
Net Cash Operating Income	$ 34,775	$ (501)	$ (36,953)	$ (44,940)	$ 5,297	$ (19,958)							$ 20,000
Oak Towers													
Operating Cash	$ 87,585	$ 96,035	$ 111,963	$ 97,562	$ 80,994	$ 114,455							$ 100,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 104,761	$ 104,465	$ 105,278	$ 106,928	$ 109,142	$ 107,648							$ 75,000
Cash Exp. (excludes dep, amort, accrued int.)	$ 99,011	$ 88,538	$ 119,679	$ 114,928	$ 88,567	$ 122,842							$ 50,000
Net Cash Operating Income	$ 5,751	$ 15,928	$ (14,401)	$ (8,000)	$ 20,575	$ (15,194)							$ 25,000
Bryant Walkway I													
Operating Cash	$ 14,305	$ 16,774	$ 20,587	$ 36,165	$ 33,874	$ 36,488							$ 20,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 36,835	$ 31,735	$ 43,410	$ 34,266	$ 31,982	$ 35,947							$ 35,000
Cash Exp. (excludes dep, amort, accrued int.)	$ 34,368	$ 27,921	$ 27,832	$ 36,557	$ 29,041	$ 28,538							$ 28,000
Net Cash Operating Income	$ 2,466	$ 3,814	$ 15,577	$ (2,291)	$ 2,941	$ 7,409							$ 7,000
Bryant Walkway II													
Operating Cash	$ 77,273	$ 83,885	$ 86,572	$ 95,472	$ 92,893	$ 101,758							$ 75,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 24,553	$ 19,339	$ 31,427	$ 21,878	$ 22,001	$ 20,856							$ 25,000
Cash Exp. (excludes dep, amort, accrued int.)	$ 17,971	$ 16,622	$ 22,526	$ 24,457	$ 13,136	$ 18,169							$ 22,000
Net Cash Operating Income	$ 6,582	$ 2,717	$ 8,901	$ (2,579)	$ 8,865	$ 2,687							$ 3,000
Kinney Point													
Operating Cash	$ 63,486	$ 79,620	$ 78,010	$ 90,711	$ 104,491	$ 129,933							$ 50,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 25,983	$ 61,801	$ 40,426	$ 52,520	$ 51,354	$ 39,484							$ 25,500
Cash Exp. (excludes dep, amort, accrued int.)	$ 9,850	$ 63,411	$ 27,725	$ 38,740	$ 25,912	$ 43,776							$ 20,000
Net Cash Operating Income	$ 16,134	$ (1,610)	$ 12,701	$ 13,780	$ 25,442	$ (4,291)							$ 5,500
Park Avenue													
Operating Cash	$ 87,681	$ 84,788	$ 113,396	$ 120,863	$ 217,813	$ 256,758							$ 75,000
Cash Rev. (excludes dep, amort, accrued int.)	$ 17,697	$ 62,897	$ 19,105	$ 114,328	$ 53,490	$ 52,585							$ 21,750
Cash Exp. (excludes dep, amort, accrued int.)	$ 20,589	$ 34,289	$ 11,638	$ 17,378	$ 14,544	$ 11,323							$ 15,000
Net Cash Operating Income	$ (2,893)	$ 28,608	$ 7,467	$ 96,950	$ 38,946	$ 41,262							$ 6,750
Total Positive LIHTC Operating Cash-Exc AMP1	$ (200,735)	$ 182,304	$ (153,621)	$ 42,304	$ 129,172	$ (34,050)	$ -	$ -	$ -	$ -	$ -	$ -	$ 91,250

CHA Business Activities Management Fees Earned and Related Monthly Cash Revenue	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Monthly Target
Property Management Fees Earned-LIHTC	$ 27,035.65	$ 27,351.21	$ 27,188.39	$ 27,131.92	$ 27,131.92	$ 27,632.46							
Equipment Rental Income-LIHTC	$ 1,225.87	$ 1,225.87	$ 1,225.87	$ 1,225.87	$ 1,225.87	$ 1,225.87							
Non-Dwelling Rental Income	$ 6,924.25	$ 6,924.25	$ 6,924.25	$ 6,924.25	$ 6,924.25	$ 6,924.25							
Total	$ 35,185.77	$ 35,501.33	$ 35,338.51	$ 35,282.04	$ 35,282.04	$ 35,782.58	$ -	$ -	$ -	$ -	$ -	$ -	

Purpose of Report

This report provides trending information of financial accounts and occupancy data. The data in the report is used to compare the data to the targets were established as part of the CHA's budgeting process. If the line item meets or exceeds the target, then staff will highlight that within the report. Trend data should be reviewed for large variances from month to month and adverse trends should be reviewed.

1. Operating Cash

CHA must operate witha appropriate level of cash and investments. CHA's timing of revenue received is dependent upon each program and account, as well performance of properties. CHA historically experiences the need to manage cash more closely in the first quarter while paying annual bills such as insurance premiums and awaiting property cashflow distributions. CHA also experiences the need to manage cash more closely in 4th quarter, as CHALIS experiences higher programming costs and interfund debts are higher, as CHA awaits property performance cash distributions

2. Cash Revenue and Expenses (Excluding depreciation, amortization, accrued interest)

CHA needs to track monthly cash revenue against expenses to ensure timely review of property performance and to ensure revenues exceed expenses. CHA LIHTC property finances are accounted for according to GAAP and accrual standards rather than cash, therefore amortization, depreciation, as well as non-cash accured interest and principle payments make a real time review of property cash performance more challenging.

3. Monthly Net Cash Operating Income

Provides the amount of positive cash performance based upon cash revenue and expenses.

10. AH Operations-LIHTC Property Compliance

Monthly LIHTC Compliance Reporting Milestones as of 6/30/2026												
Property / Report	**Jan**	**Feb**	**Mar**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sep**	**Oct**	**Nov**	**Dec**
ALL LIHTC PROPERTIES												
MHDC Vacancy / VAWA Report	X	X	X	X	X	X						
UMB Bank Quarterly Bond Report – Q1	X			X								
UMB Bank Quarterly Bond Report – Q2												
UMB Bank Quarterly Bond Report – Q3												
UMB Bank Quarterly Bond Report – Q4												
IRS Form 8703 – Bond Projects			X									
BEAR CREEK												
MHDC Down Unit Status	X	X	X	X	X	X						
MHDC Utility Allowance			X									
MHDC Exhibit A (COL/AOC)	X											
MHDC Exhibit Z			X									
BRYANT WALKWAY I												
MHDC Down Unit Status	X	X	X									
MHDC Utility Allowance			X									
MHDC Exhibit A (COL/AOC)												
MHDC Exhibit K												
MHDC Exhibit Z												
BRYANT WALKWAY II												
MHDC Utility Allowance			X									
MHDC Exhibit A (COL/AOC)				X								
MHDC Exhibit K				X								
MHDC Exhibit Z						X						
OAK												
MHDC Exhibit A (COL/AOC)				X								
MHDC Exhibit Z						X						
STUART PARKER												
MHDC Exhibit A (COL/AOC)	X											
MHDC Exhibit Z			X									
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 Townomes												
MHDC Exhibit H			X									
MHDC Exhibit K			X									

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.

11. Housing Choice Voucher - Leasing Activity Report

Housing Choice Voucher Leasing - Activity Report as of 6/30/2026				
Family Searching Activity Report				
		Activity	**Prior Month**	**Current Month**
Beginning Balance		Family Searching, End of Prior Month (Includes ports, CoC, VASH, HCV-closed)	52	63
plus	During the Month	Vouchers Issued	14	7
plus		Request for Tenancy Approval - Denied	0	0
minus		Vouchers Expired /Cancelled	0	5
minus		Request for Tenancy Approval	3	2
Ending Balance		**Family Searching, End of Month**	**63**	**63**
Request for Tenancy Approval Activity Report				
		Activity	**Prior Month**	**Current Month**
Beginning Balance		Request for Tenancy Approval - In Process, End of Prior Month	2	-3
plus	During the Month	New Request for Tenancy Approval	3	2
minus		Request for Tenancy Approval - Denied	0	0
minus		Request for Tenancy Approval - Approved Waiting Lease/HAP/Move-in	5	5
minus		Request for Tenancy Approval - New Admissions	3	7
Ending Balance		**Request for Tenancy Approval - In process, End of Month**	**-3**	**-13**
		Success Rate	100%	29%
Vouchers Leased Activity Report				
		Activity	**Prior Month**	**Current Month**
Beginning Balance		Vouchers Leased, End of Prior Month (excludes PBV/CHA owned property)	1073	1066
plus	During the Month	New Admissions	7	7
plus/minus		Portability Absorption Activity	0	0
minus		End of Participations	14	3
Ending Balance		**Vouchers Leased, End of Month**	**1066**	**1070**
		Target - New Admissions, Next Month		
		Target - Voucher Leased, End of Next Month		
		Voucher Turnover Rate	1.3%	0.3%

Purpose of Report

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.

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.

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.

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.

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.

Instructions

1. General

The data needed to update the report each month is derived from CHA's management information system.

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.

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.

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.

12. Housing Choice Voucher - Waiting List Status Report

Housing Choice Voucher Waiting List Status Report as of 6/30/2026		
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%

13. Housing Choice Voucher - Inspection Activity Report

Housing Choice Voucher Inspection Activity Report for the month ended 6/30/2026				
Inspection Type	**Due to be Completed**	**Initial Inspections Completed**	**% Completed**	**Re-Inspections Completed**
Annual Inspections	44	29	66%	26
Initial Inspections	40	36	90%	0
Special Inspections	26	19	73%	6
Quality Control	5	5	100%	3
Total	115	89	77%	35

Purpose of Report

HUD requires voucher units to be inspected to ensure the unit meets standards of being safe, sanitary and decent. Units are insepcted 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.

Housing Choice Voucher - Administrative Account
Key Performance Indicators Report - Financial
as of 6/30/2026

HCV Administrative Account	Fiscal Year Ended 12/31/2025	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	CHA Target
Cash	$ 286,044	$ 311,368	$ 310,306	$ 306,005	$ 365,373	$ 345,577								≥ $40,000
Total Administrative Fees Earned*	$ 113,725	$ 117,241	$ 116,613	$ 116,267	$ 115,746	$ 114,302								
Monthly Net Operating Income		$ (10,044)	$ (59,065)	$ (17,604)	$ (16,103)	$ (2,793)								
Year to Date Net Operating Income	$ (149,073)													$ 1,000
Vouchers Leased*	1,649	1,642	1,633	1,626	1,622	1,592								243
Ratio Analysis														
Quick Ratio	4.0	3.9	3.2	3.4	4.4	4.2								≥ 10.0
Months Expendable Fund Balance	5.7	5.8	4.9	4.8	4.8	4.4								≥ 3.0

* For Fiscal Year Ended Columns, the line item represent the monthly average for the year, making it comparable to the monthly and target columns.

Purpose of Report

The Key Performance Indicators (KPI) Report - Administrative Account Financial provides trending information of important financial accounts and leasing data of the HCV administrative account. The use of the KPI report is used for monitoring the trending of certain financial items to help in performing the monitoring and oversight role for a PHA's financial condition.

1. Cash and Investments
Without a proper level of cash and investments the PHA is operating at a higher level of risk. Decreases in cash and investment is typically associated with a PHA whose monthly revenue does not covers its monthly expenses. Cash and investment increasing at a higher than expected rate, should lso be reviewed.

2. Total Administrative Fees Earned
Administrative fees are earned based on the number of vouchers leased each month and for most PHAs, represent the vast majority of funding that supports the operations of the HCV program. Decreases in administrative fees due to either lower leasing or appropriations level is normally a high risk item for most PHAs, as expenses in the program are difficult to decrease in the short-term, which may result in net losses and the use of reserves to cover those costs.

3. Net Operating Income
Net operating income (both monthly and year to date) represents revenue minus monthly expenses. A positive figure means the PHA made a profit, while a negative number is associated with a loss. There will be some months where a loss or a larger than normal profit will occur simply as a result of timing issues as certain expenses are seasonal or do not occur monthly, while revenue is more stable from month to month. However, consistent losses should be reviewed.

4. Voucher Leased
The administrative fee revenue that can be generated in the HCV program is correlated to the number of vouchers leased as HUD provides administrative fees based on vouchers leased at the beginning of the month. Additional oversight and monitoring is needed when leasing is decreasing and/or the leasing target is not reached. Lower than expected leasing levels may result in net losses and a decrease in cash and investments.

5. Ratio Analysis
Ratios analysis is used to summarize and simplify a lot of financial data into a few meaningful numbers and allows for the quick examination of different aspects of an entity's performance.

Quick Ratio. The quick ratio measures liquidity/solvency and helps answer the question – *does the HCV administrative account have enough cash and other current assets to pay the bills that are due?* The ratio result is in terms of the number of times the HCV administrative account can pay its current bills. For example, a Quick Ratio of 3 means the PHA can pay its current bill 3 times (i.e., the PHA has 3 times as much cash/other current assets than current liabilities due).

Months Expendable Net Asset Ratio (MENAR). The MENAR measures how long (the number of months) the PHA can continue to administer the HCV program without any additional funding and answer the question – *are there adequate reserves based in the HCV administrative account?* The ratio result is expressed as the number of months the PHA can operate the HCV program without additional funds. For example, a PHA with a MENAR of 4 can operate for 4 months without additional funds before running out of money.

Instructions

1. General
Each month, copy the latest three months of data from the prior report and paste it into the columns for the first three month of the current report. Then key in the data for the current month. The needed information can be found in the PHA's monthly financial statements and leasing activity report.

2. Fiscal Year Ended mm/dd/yyyy
Once the PHAs closes its books for the fiscal year data, the PHA should update the fiscal year ended mm/dd/yyyy columns. Data from the 2nd fiscal year ended column should be copied into the first column and data from the PHA's most recent year end unaudited financial statements and then audited financial statements should be entered into the 2nd column of fiscal year ended mm/dd/yyyy.

3. Targets
As part of the budgeting process the Board and senior management should develop the upcoming targets for each of the line item by month. Some targets may remain a constant number throughout the year while others may change each month based on what the PHA's goals are for the year. Once the targets are determined, each month the target will be updated to reflect the appropriate value.

4. Ratio Analysis
Quick Ratio. The PHA can calculate this ratio from its month end balance sheet by dividing current assets by current liabilities.

Months Expendable Net Asset Ratio (MENAR). PHA can calculate this ratio from its month end balance sheet and income statement by subtracting current liabilities from current assets and then dividing the result by the year-to-date operating expense and then dividing by the number of months of operating expense data.

Housing Choice Voucher - HAP Account
Key Performance Indicators Report - Financial / Utilization
as of 6/30/2026

HCV HAP Account		Calendar Year Ended 12/31/2023	Calendar Year Ended 12/31/2024	Calendar Year Ended 12/31/2025	Calendar Year End Target	Jan. 2026	Feb. 2026	March 2026	April 2026	May 2026	June 2026	July 2026	August 2026	Sept. 2026	Oct. 2026	Nov. 2026	Dec. 2026
PHA HAP Activity Status Report																	
Beginning Balance	Cash & Investments (RNP)			$ (29,421)		$ 53,882	$ 90,935	$ 148,938	$ 162,241	$ 237,712							
plus	HUD HAP Funds Disbursed			$ 11,867,095		$ 989,743	$ 1,030,038	$ 990,520	$ 1,079,605	$ 960,039							
plus/minus	Other HAP Activity			$ 6,408		$ 272	$ 160	$ 536	$ 350	$ 386							
minus	Housing Assistance Payments			$ 11,790,200		$ 952,962	$ 972,195	$ 977,753	$ 1,004,484	$ 977,428							
Ending Balance	**Cash & Investments (RNP)**	$ -	$ -	**$ 53,882**		**$ 90,935**	**$ 148,938**	**$ 162,241**	**$ 237,712**	**$ 220,709**	$ -	$ -	$ -	$ -	$ -	$ -	$ -
HUD Held Program Reserves Status Report																	
Beginning Balance	HUD Held Program Reserves			$ 179,121		$ 117,416	$ 110,372	$ 63,034	$ 55,213	$ (41,693)							
plus	Annual Budget Authority			$ 11,834,811		$ 982,699	$ 982,699	$ 982,699	$ 982,699	$ 982,699							
minus	HUD HAP Funds Disbursed			$ 11,896,516		$ 989,743	$ 1,030,038	$ 990,520	$ 1,079,605	$ 960,039	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Ending Balance	**HUD Held Program Reserves**	$ -	$ -	**$ 117,416**		**$ 110,372**	**$ 63,034**	**$ 55,213**	**$ (41,693)**	**$ (19,033)**	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Utilization & Leasing Statistics Report																	
Average HAP Expense		#DIV/0!	#DIV/0!	$ 595.80		$ 580.37	$ 595.34	$ 601.32	$ 619.29	$ 613.96	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
HAP Utilization - ABA Only (SEMAP)		#DIV/0!	#DIV/0!	99.6%		0.969739216	0.989311267	0.994966649	1.022168278	0.994635948	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
HAP Utilization - All Funds		#DIV/0!	#DIV/0!	99.8%		0.91909027	0.90538311	0.863607323	0.877056374	0.800647367	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Vouchers Leased per Month				1,649		1,642	1,633	1,626	1,622	1,592							
Vouchers Leased per Year				19,789		1,642	1,633	1,626	1,622	1,592							
Vouchers Authorized				22,180		1848	1848	1848	1848	1848	1848	1848	1848	1848	1848	1848	1848
% of Voucher's Leased		#DIV/0!	#DIV/0!	89%		0.888367899	0.883498647	0.879711452	0.87754734	0.861316501	0	0	0	0	0	0	0

Purpose of Report

The Key Performance Indicators (KPI) Report - HAP Account- Financial /Utilization provides trending information of important financial accounts, utilization and leasing data of the HCV HAP account. The use of the KPI report is most useful for smaller PHAs, as monitoring the trending of certain financial items can substantially help in performing the monitoring and oversight role for a PHA's financial condition.

The data in the report can be used in two ways. The first is to compare the data to the targets that were established as part of the PHA's budgeting process. If the line item meets or exceeds the target, then it is shown in green and is considered a low-risk item. However, if the line item is less than the target, then it is shown in red and is considered a high-risk item. Secondly, multiple time periods of data is provided for trend analysis. Trend data should be reviewed for large variances from month to month and compared to previous years. Adverse trends should be questioned and explained.

PHA HAP Activity Report. This section of the report provides information on the HAP funding provided by HUD to make HAP payments. Each month HUD will provide HAP funds to the PHA to make HAP payments. The amount of HAP funds HUD provides each month is strongly tied to the amount of HAP the PHA has spent in its most recent months. If the PHA did not need all the funds provided, then the unused funds are held by the PHA to be used in later months. The table provides historical and current activity. In reviewing this section of the report, users should first concentrate on the "Housing Assistance Payments" line, looking for increasing HAP costs. If the PHA HAP costs are increasing, the concern becomes will HUD's next disbursement and any unspent cash from previous months be enough to make the next payment or does the PHA needs to contact HUD for additional funds. In addition, the table can be used to review HUD's HAP disbursement for large variances. Note: HUD normally provides PHAs a disbursement schedule of their near-term HAP disbursements.

HUD Held Program Reserves Status Report. This section of the report provides information on the HAP funding available to the PHA but held by HUD. Under current rules, HUD is allowed only to disburse HAP funding in an amount that is needed for immediate use. This requirement can result in HUD holding sizeable HAP funds on behalf of the PHA. The funds held by HUD for a PHA are called HUD-held Program Reserves and these funds can be made available to the PHA, if the scheduled disbursement amount and any unspent HAP cash will not cover upcoming HAP costs. When determining how many vouchers can be leased and supported, it is important to take into consideration the HUD-held program reserves.

Note: During the course of the current year (in this case Calendar Year Ended 12/31/2019), for simplification reasons this report does not technically align with the actual HUD-held program reserves calculation HUD uses. However, the report does show the resources that will be available to the PHA by the end of the calendar year. For example, technically, undisbursed annual budget authority does not become program reserves until the end of the calendar year, HUD incrementally gets HAP appropriations throughout the year, etc. However, from a monitoring point of view the key is understanding the total HAP funds that will be available to the PHA for the calendar year.

Utilization & Leasing Statistics Report. This section of the report provides information on utilization and leasing. HAP utilization refers to the percentage of annual budget authority or the amount of all HAP funds (i.e., including HUD-held programs reserves, unspent cash held by the PHA) that was used to support HAP. If the PHA has a low HAP utilization percentage it should raise the question why are HAP funds not being used (i.e., can the PHA lease more vouchers?)? If the HAP utilization is too high, the question becomes can the PHA continue to support the vouchers? The voucher leasing information provides information on the percent of vouchers authorized to the PHA and the number of vouchers used. At the end of the calendar year the PHA is considered to be non-compliant if the PHA leased more vouchers than it was authorized. Since the goal of the program is to providing housing, the utilization numbers can be used to help ensure that the PHA is leasing as many vouchers as it can within its funding limitations.

Instructions

1. General

The most recent months of HAP activity as well as two years of calendar year end data to provide trending information will continue to be shown on the report. The current open calendar year is also shown on the report accumulative. Data to update the report each month will come from information provided by HUD to the PHA in the form of disbursement schedules, reserves calculations, etc. and information contained in the PHA's management information system.

Targets

As part of the budgeting process, the Board and senior management should develop the targets for the upcoming year. For the HCV program, these targets should be supported through the use of the two-year forecasting tool. In the HCV program, the targets will likely need to be reviewed and updated each month.

16. Resident Services Grant Performance Activity as of 6/30/2026

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	42%	11,548	$ 118,367	842	839	1105	$ 1,027	$ 1,011	$ 1,120						
Independent Living Program (ILP): Case Managment	100%	3,333	$ 35,000	1,000	1000	1333	$ -	$ -	$ -						
Moving Ahead Program: Out-of-School Programming	100%	67,460	$ 67,460	4,575	4500	4500	$ 2,298	$ -	$ -						
Moving Ahead Program: Out-of-School Programming	100%	14,118	$ 60,000	3,572	3207	2381	$ 4,958	$ -	$ -						
Moving Ahead Program: Out-of-School Programming	22%	32,220	$ 136,935	0	0		$ 2,950	$ 4,000	$ 7,000						
Moving Ahead Program: Family Development	28%	750	$ 60,000.00	7	76	42	34	50	107						
Moving Ahead Program: Family Education	49%	350	$ 3,062.50	33	21	36	40	41	22						
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	Ernolled 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	4	0	0	0						
Family Self-Sufficiency Program (FSS)	3	5	5	5	1	2						

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	$ 54,658.00	$ 48,661.00	$ 44,126.00	$ 41,527.00		$ 362,976.00	$ 33,314.67	$ 399,776.00	91%

17. Safety - Reports by Property Trending Report as of 6/30/2026

Safety - Reports by Property Trending Report										
Period	AMP 1	MMV (Patriot)	Bear Creek	Paquin	Stuart Parker	Oak Towers	Bryant Walkway I	Bryant Walkway II	Kinney Point	Park Avenue
1/31/2026	0	3	1	4	3	8	10	0	0	0
2/28/2026	2	3	3	10	2	13	1	0	1	2
3/31/2026	1	3	3	8	0	11	3	2	0	0
4/30/2026	2	1	2	7	7	6	1	1	6	2
5/31/2026	2	2	2	6	2	7	2	1	2	0
6/30/2026	0	3	1	8	1	7	7	0	2	0
7/31/2026										
8/31/2026										
9/30/2026										
10/31/2026										
11/30/2026										
12/31/2026										

Annual Monthly Report Averages by Property										
	AMP 1	MMV (Patriot)	Bear Creek	Paquin	Stuart Parker	Oak Towers	Bryant Walkway I	Bryant Walkway II	Kinney Point	Park Avenue
2025 Monthly Ave	10	6	6	32	7	20	10	Comb. w/BWW	0	9
2024 Monthly Ave	7	4	9	37	7	19	9	Comb. w/BWW	0	8
2023 Monthly Ave	8	9	10	37	5	19	6	Comb. w/BWW	0	6

	Police/Fire/EMS-2026													Annual Monthly Average		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		2025	2024	2023
Columbia Police Response	90	86	115	92	130	118								109	132	115
Columbia Police Reports	12	16	18	15	16	14								14	13	13
Fire/EMS	68	75	116	78	108	93								78	89	95
Total	170	177	249	185	254	225	0	0	0	0	0	0		201	234	

18. HR- Summary Report-through 6/30/2026

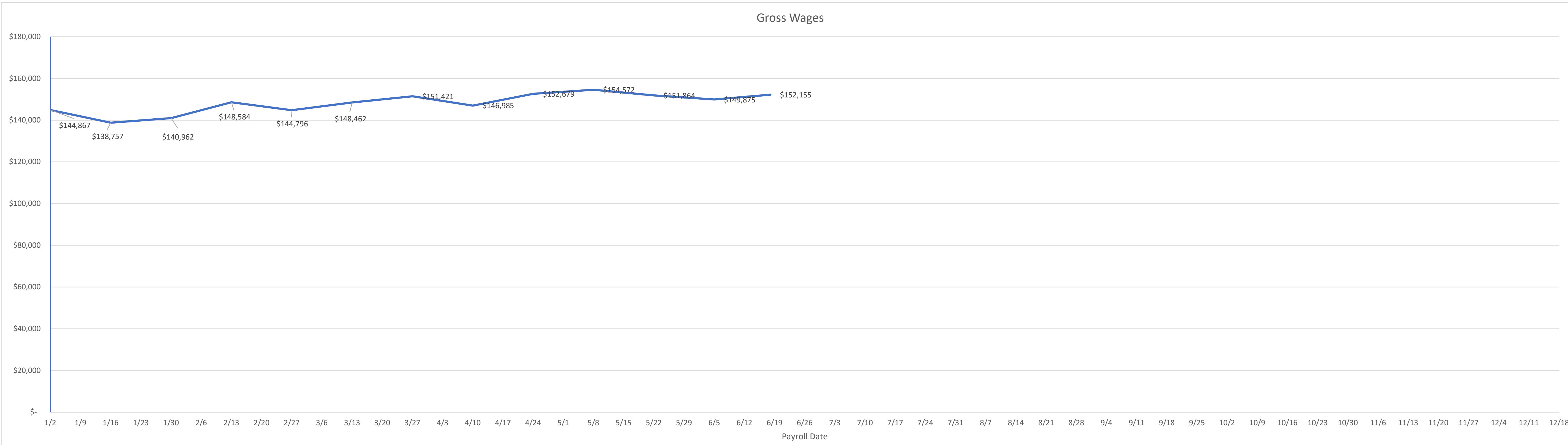
This report is provided to keep the Board informed on staffing capacity, compliance, and workforce stability.

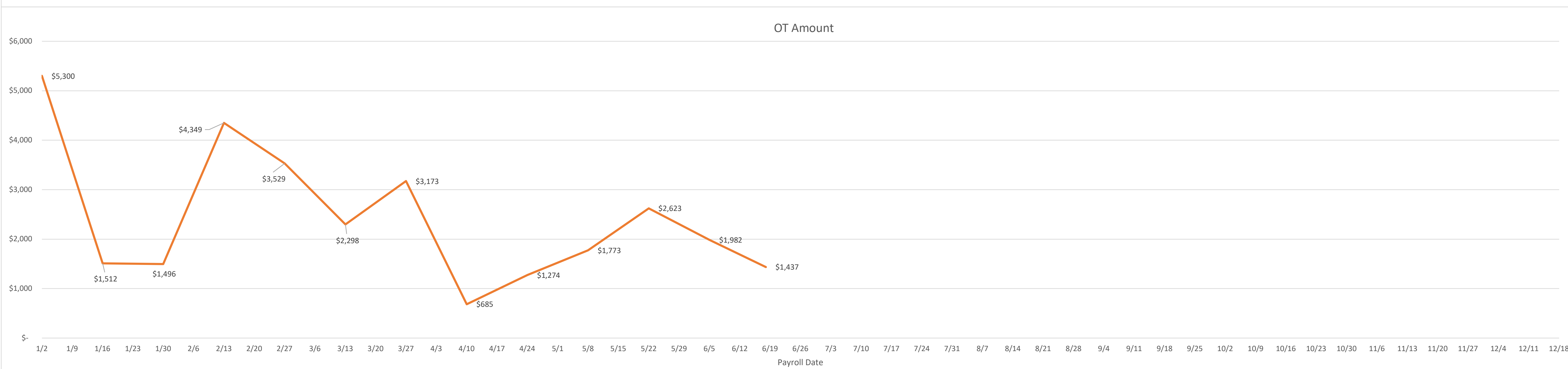
<table>
<tr><th colspan="4">Open Positions</th></tr>
<tr><th>Department</th><th colspan="2">Position</th><th>Previous open date</th></tr>
<tr><td>Affordable Housing Operations</td><td colspan="2">Housing Intake Coordinator</td><td>May 28, 2026</td></tr>
<tr><td>Housing Choice Voucher Operations</td><td colspan="2">HCV Specialist</td><td>June 24, 2026</td></tr>
<tr><th colspan="4">Staff Anniversaries</th></tr>
<tr><th>Department</th><th>Position</th><th>Name</th><th>Years</th></tr>
<tr><td>Facilities & Modernization</td><td>Maintenance Mechanic II</td><td>Musa Mehmedovic</td><td>20 Years</td></tr>
<tr><td>Safety</td><td>Safety Officer</td><td>Kevin Keith</td><td>13 Years</td></tr>
<tr><td>Safety</td><td>Safety Officer</td><td>Don Hawkins</td><td>7 Years</td></tr>
<tr><td>Resident Services</td><td>Family Support Specialist</td><td>Camille Townson</td><td>3 Years</td></tr>
<tr><td>Facilities & Modernization</td><td>Maintenance Mechanic I</td><td>Ed Nelson</td><td>2 Years</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - 3/4 T</td><td>KJ Byrd</td><td>2 Years</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT</td><td>Jillian Berglind</td><td>2 Years</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT</td><td>Isleen Atallah</td><td>1 Year</td></tr>
<tr><th colspan="4">New Hires</th></tr>
<tr><th>Department</th><th>Position</th><th>Name</th><td rowspan="6"></td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT (Custodial)</td><td>Truman Oaks</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT (Rehire)</td><td>Abby Terwische</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT</td><td>Alexis Becerra</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT</td><td>Kinley Fox</td></tr>
<tr><td>Moving Ahead Program</td><td>MAP Assistant - PT</td><td>Raquel Young</td></tr>
<tr><th colspan="4">Performance Metrics</th></tr>
<tr><th>Metric</th><th>June</th><th colspan="2">May</th></tr>
<tr><td>12-month Rolling # Employee Separations</td><td>16</td><td colspan="2">16</td></tr>
<tr><td>12-month Average # of Total Employees</td><td>65</td><td colspan="2">65</td></tr>
<tr><td>YTD Turnover Rate (Bench Mark 19%)</td><td>25%</td><td colspan="2">25%</td></tr>
<tr><th colspan="4">HR Activities</th></tr>
<tr><td colspan="4">• Posted RFP for Employee Benefits Brokerage
• Completed analysis of EE Engagement and Benefits Survey
• June 12th: All Staff Meeting (Resident Survey, SWOT Analysis, EE Engagement Survey, RFP, Software Conversion)
• June 30th: Retirement plan review and open enrollment meeting</td></tr>
<tr><th colspan="4">IT Activities</th></tr>
<tr><td colspan="4">• Initiated contract for dedicated internet connection at AMP1 to prepare for construction of Blind Boone Apartments
• Started updates to CHA website for Leadership Page and general navigation improvements</td></tr>
</table>

19. HR- Payroll Summary Report as of 6/30/2026

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	$ 151,421	$ 146,985	$ 152,679	$ 154,572	$ 151,864	$ 149,875	$ 152,155													
OT Amount	$ 5,300	$ 1,512	$ 1,496	$ 4,349	$ 3,529	$ 2,298	$ 3,173	$ 685	$ 1,274	$ 1,773	$ 2,623	$ 1,982	$ 1,437													
OT Hours	128	36	36	108	88	63	86	21	32	45	72	56	41													
Sick Hours	159	204	164	106	155	126	207	186	245	192	187	153	197													
Vacation Hours	502	452	204	133	146	261	290	387	291	327	234	398	287													





Columbia
HOUSING AUTHORITY

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: July 15, 2026
Re: Current Events

Executive Summary

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

Discussion

7/8: HUD Assistant Secretary Work & Dignity Roundtable. Randy
7/10: City Comprehensive Plan and Planning Staff
7/15: Affordable Housing Coalition Meeting
7/16: Park Avenue Draw Meeting
7/23: Glenn Graff and Ben Meyer Staff Training
7/23: Glenn Graff and Ben Meyer Community Meeting
7/15: CHA Board of Commissioners Meeting
7/30: Housing Updates from Washington
8/7: MHDC 9% Application Due

Recommended Commission Action

Review and consider the report.