



# Housing Authority of the City of Columbia, Missouri

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201 Switzler Street, Columbia MO 65203

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

## Open Meeting Notice

### CHA Board of Commissioners Meetings

**Date:** Wednesday, November 9, 2022

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

**Place:** Columbia Housing Authority, 201 Switzler St.

- I. Call to Order/Introductions
- II. Roll Call
- III. Adoption of Agenda
- IV. Approval of October 12, 2022, Open and Closed Meeting Minutes, and August 10, 2022, Closed Meeting Minutes
- V. Public Comment (Limited to 5 minutes per speaker)

### PUBLIC HEARINGS

- VI. Proposed CHA Budget-FY 2023: January 1, 2023 – December 31, 2023
  - a. CHA Employee Benefits Package January 1, 2023, through December 31, 2023-Sundvold
  - b. FY 2023 COLA, Range and Salary Plan
  - c. PHA Budget and Agency Wide Budget
  - d. Board Discussion
  - e. Public Comment

### RESOLUTIONS

- VII. **Resolution 2912:** A Resolution to Approve the Columbia Housing Authority Employee Benefits Package for FY January 1, 2023, through December 31, 2023.
- VIII. **Resolution 2913:** A Resolution to approve updates to Appendix 3 Range and Salary Plan of the Columbia Housing Authority Personnel Policy.
- IX. **Resolution 2914:** To Approve the Columbia Housing Authority's Agency-Wide Budget for FY 2023 Including the FY 2023 Annual Budgets for the Columbia Housing Authority's Low-Income Housing Tax Credit Properties and the Columbia Housing Authority's 501(c)3 Nonprofit, CHA Low-Income Services, Inc.
- X. **Resolution 2915:** A Resolution authorizing CHA staff to submit a request to the U.S. Department of Housing and Urban Development to utilize 120% fair market rent rate payment standards in FY 2023 for all CHA voucher programs.
- XI. **Resolution 2916:** A Resolution Authorizing the submission of grant proposals and associated applications to the City of Columbia, Veterans United Foundation and Boone County Trust for facility and programming expansion related costs to CHA Safety, Moving Ahead Program, Family Self-Sufficiency Program and Kinney Point Head Start Facility.

## **REPORTS**

- XII.** Public Housing & Affordable Housing Properties, Section 8 Housing Choice Voucher Program, Resident Services and Safety.
- XIII.** September Financial Report
- XIV.** Current Events

## **PUBLIC AND COMMISSIONER COMMENT**

- XV.** Public Comment (Limited to 5 minutes per speaker)
- XVI.** Commissioner Comment
- XVII.** Adjournment

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. Michelle Betz, Executive Assistant at (573) 443-2556, extension 1122 or TTY Relay 800.735.2966, at least one working day prior to the meeting. You can contact Ms. Betz by email at the following address: [info@columbiaha.com](mailto:info@columbiaha.com)

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

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



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## HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING October 12, 2022, 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 via virtual meeting held through Zoom video conferencing application on October 12, 2022, in the Board Room of the Columbia Housing Authority Administration Building, 201 Switzler St., Columbia, Missouri, 65203. Mr. Hutton, Chair, called the meeting to order at 5:30 p.m.

### II. Roll Call:

Present: Bob Hutton, Chair Commissioner  
Robin Wenneker, Vice Chair Commissioner – Joined at 7:02 p.m.  
Steve Calloway, Commissioner  
Rigel Oliveri Commissioner  
Jama Rahn, Commissioner – Joined at 6:09 p.m.

CHA Staff: Randy Cole, CEO  
Michelle Betz, Executive Assistant  
Rick Hess, Director of Human Services  
Jeff Forck, Director of Safety  
Debbi Simmons, Chief Financial Officer  
Linda Edwards, Accountant  
Dana Harris, HR Manager

Guest: Evy Lewis, Missourian City/County Reporter

### III. Adoption of Agenda:

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

### IV. Approval of September 8, 2022, Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting of September 8, 2022. Mr. Hutton noted that this was a regular meeting. A motion was made by Mr. Calloway and second by Ms. Oliveri. All Commissioners voted “aye” and Mr. Hutton declared the motion approved.

### V. Approval of September 19, 2022, Open Meeting Minutes

Mr. Hutton called for a motion to approve the minutes from the open meeting of September 19, 2022. Mr. Hutton noted that this was a regular meeting. A motion was made by Mr. Calloway and second by Ms. Oliveri. All Commissioners voted “aye” and Mr. Hutton declared the motion approved.

**VI. Public Comment.**

Mr. Hutton requested on the Approval of the September 8, 2022; minutes be changed to August 10, 2022.

Mr. Calloway requested on the September 8, 2022, Adoption of the Agenda that Ms. Jama’s name be changed to Ms. Rahn.

**PUBLIC HEARINGS**

**VII. FY 2023-2027 PHA Plan and Annual Plan**

Mr. Hutton opened the public hearing for the FY2023 PHA Plan, Five-Year Plan, and the Annual Plan

Mr. Cole reviewed our PHA 5yr Plan and Annual Plan, which includes the approvals of updates to the Public Housing Admissions and Continued Occupancy Plan (ACOP) and updates to the Section 8 Housing Choice Voucher Administrative Plan.

Mr. Cole highlighted the 6 goals that we developed last year along with 3 new goals for next year.

Mr. Cole reviewed the updates to the admissions policies.

Expanding the amount of time for HCV Vouchers from 60 days to 120 days to give tenants more time to search for housing.

Medical Marijuana would be a lease violation if smoked on CHA Property.

Mr. Hutton inquired about the 60-day voucher to a 120-day voucher, Mr. Cole responded, it would give tenants more time to look for housing, it’s not the long-term solution that’s needed, we just need more housing.

Mr. Cole stated Oct 18<sup>th</sup> is when we must have the 5yr plan and the Annual plan submitted to HUD.

**VIII. Proposed CHA Budget-FY 2023: January 1, 2023 – December 31, 2023**

Mr. Hutton opened the public hearing.

**A. LIHTC Property Budget Presentation**

Mr. Cole reported that CHA is seeking approval of the Low-Income Housing Tax Credit (LIHTC) portion of the budget, which is due Nov 15, 2022.

Mr. Cole stated that we will do hearing of our Agency Wide Budget at our November 9, 2022, meeting.

**B. Board Discussion**

Mr. Cole reviewed highlights from the LIHTC Budget and gave clarifications of several different line items.

**C. Public Comment**

There were no public comments.

Mr. Hutton closed the public hearing.

**RESOLUTIONS:**

**Resolution 2910: Resolution to Approve Submission of the PHA Annual Plan, Five Year Plan, Revisions to the CHA's Public Housing Admissions and Continued Occupancy Plan (ACOP), revisions to the CHA's Section 8 Housing Choice Voucher Administrative Plan and PHA Certifications of Compliance Statements for Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023.**

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2910 as presented. A motion was made by Mr. Hutton. Second by Ms. Oliveri. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Hutton, Oliveri, Calloway

No: None

**IX. Resolution 2911: A Resolution to Approve the Submission of the FY 2023 Budgets for the following Limited Partnerships of the Low-Income Housing Tax Credit Properties Managed by the Columbia Housing Authority: The Mid-Missouri Veterans Housing Development Group, LP; Stuart Parker Housing Development Group, LP; Bear Creek Housing Development Group, LP; Oak Towers Housing Development Group, LP; Bryant Walkway Housing Development Group, LP; and Bryant Walkway II Housing Development Group, LP.**

Mr. Hutton called for further discussion and there was none.

Mr. Hutton called for a motion to approve Resolution 2911 as presented. A motion was made by Mr. Calloway. Second by Ms. Oliveri. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Hutton, Oliveri, Calloway

No: None

**X. Affordable Housing Development Report.**

Mr. Cole reviewed the Upcoming Activities October 2022 through March 2023.

Mr. Hutton inquired about the contractor being selected for Kinney Point, Mr. Cole responded, we connected with the architect and developer this week and we are supposed to have a team meeting within the next week or two, to take the next steps to finalize the plans.

**XI. Monthly Management Reports for Public Housing and Affordable Housing Properties, Housing Choice Voucher Programs, Resident Service, and Safety.**

**Housing Operations:**

Mr. Cole reviewed highlights from the Property Management Report for August 2022 and from the Housing Choice Voucher Program Report.

Mr. Hutton inquired about the vacancies at AMP 1, and Mr. Cole responded with these are our least desirable units.

**Resident Services:**

Mr. Cole reviewed highlights from the FSS Program, Healthy Home Connections Program with County funding and the Independent Living Program. Mr. Cole reported that the Annie Fisher Food Pantry and Bear Creek's "Sharing Shelf" are doing well. Mr. Cole shared that the Moving Ahead Program are doing well on the units of services as well.

**Safety:**

Mr. Cole shared that there were 45 CHA Safety Department Reports in August and 191 Joint Communication Logs for July. Safety had 5 new residents move in meetings and did 3 different activities. Safety is fully staffed now.

**XII. Financial Report**

Mr. Cole reviewed highlights from the August Financial report sharing that the revenues are higher than expenditures and net gains of the HCV is \$88,090 and Public Housing is \$19,498 and LIHTC \$73,234 above budget.

**XIII. Current Events**

Mr. Cole reported on events that were coming up and that he would attend.

**XIV. Public Comment**

There was no public comment.

**XV. Commissioner Comment**

There was no commissioner comment.

**XVI. Adjournment**

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Mr. Calloway. Second by Mr. Hutton. Mr. Hutton called the meeting adjourned at 6:37 p.m..

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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**Certification of Public Notice**

I, Randy Cole, Chief Executive Officer of the Housing Authority of the City of Columbia, Missouri, do hereby certify that on October 10, 2022, I posted public notice of the October 12, 2022, Board of Commissioners Meeting and distributed copies of the notice and agenda to the Board of Commissioners and the local media. The meeting notice and agenda was also distributed to the public upon request.

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

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

\_\_\_\_\_  
Date







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## HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING October 12, 2022, CLOSED MEETING MINUTES

### I. Call to Order:

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in closed session on October 12, 2022, in the Training Room of the CHA Administration Building, 201 Switzler St., Columbia, Missouri 65203. Mr. Hutton, Chair, called the meeting to order at 7:20 p.m.

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

Present: Bob Hutton, Chair Commissioner  
Robin Wenneker, Commissioner  
Steve Calloway, Commissioner  
Rigel Oliveri, Commissioner  
Jama Rahn, Commissioner

CHA Staff: Randy Cole, CEO  
Jeanette Nelson, Human Resources Manager

### II. Adoption of Agenda:

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

### III. Roll Call:

Mr. Hutton asked for a motion and a roll call vote to go into closed session pursuant to Section 610.021 (3) RSMo. – Pertaining to the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Ms. Rahn made a motion to go into closed session to discuss information pertaining to the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. Ms. Oliveri seconded to Ms. Rahn's motion. Upon roll call vote, the motion was passed by unanimous vote as follows:

Yes: Mr. Hutton, Ms. Wenneker, Mr. Calloway, Ms. Oliveri, Ms. Rahn

No: None

The CHA Board of Commissioners and Mr. Cole discussed personnel and legal matters related to CHA operations.

Mr. Hutton called for a motion to go out of closed meeting. Mr. Calloway made a motion to go out of closed session. A second was made by Ms. Rahn. Upon a roll call vote, the motion was passed by unanimous vote as follows:

Yes: Mr. Hutton, Ms. Wenneker, Mr. Calloway, Ms. Oliveri, Ms. Rahn

No: None

**IV. Adjournment**

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Wenneker. Second by Mr. Calloway. Mr. Hutton called the meeting adjourned at 8:00 p.m.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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**Certification of Public Notice**

I, Randy Cole, Chief Executive Officer of the Housing Authority of the City of Columbia, Missouri, do hereby certify that on October 10, 2022, I posted public notice of the October 12, 2022 Board of Commissioners Meeting and distributed copies of the notice and agenda to the Board of Commissioners and the local media. The meeting notice and agenda was also distributed to the public upon request.

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

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

\_\_\_\_\_  
Date



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## **HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING August 10, 2022 CLOSED MEETING MINUTES**

### **I. Call to Order:**

The Board of Commissioners of the Housing Authority of the City of Columbia, Missouri (CHA) met in closed session on August 10, 2022, in the Training Room of the CHA Administration Building, 201 Switzler St., Columbia, Missouri 65203. Mr. Hutton, Chair, called the meeting to order at 10:30 a.m.

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

Present:            Bob Hutton, Chair Commissioner  
                      Robin Wenneker, Commissioner  
                      Steve Calloway, Commissioner  
                      Rigel Oliveri, Commissioner

CHA Staff:        Randy Cole, CEO

### **II. Adoption of Agenda:**

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

### **III. Roll Call:**

Ms. Winneker made a motion to go into Closed Session Pursuant to Section 610.021 (1) RSMo. – Pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys and 610.021 (2) RSMo. – Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor. Mr. Calloway seconded to Ms. Wenneker’s motion. Upon roll call vote, the motion was passed by unanimous vote as follows:

Yes:     Mr. Hutton, Ms. Wenneker, Mr. Calloway, Ms. Oliveri

No:     None

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

Mr. Hutton called for a motion to go out of closed meeting. Ms. Wenneker made a motion to go out of closed session. A second was made by Ms. Oliveri. Upon a roll call vote, the motion was passed by unanimous vote as follows:

Yes: Mr. Hutton, Ms. Wenneker, Mr. Calloway, Ms. Oliveri

No: None

**IV. Adjournment**

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Wenneker. Second by Ms. Oliveri. Mr. Hutton called the meeting adjourned at 8:00pm.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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**Certification of Public Notice**

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

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

\_\_\_\_\_  
Date



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Resolution 2912 Approving the FY 2023 CHA Employee Benefits Package

## Executive Summary

The attached resolution adopts the attached FY 2023 benefits package for health, dental, and life insurance.

## Discussion

CHA's CEO, CFO and HR Manager met with Sundvold Financial Services on Tuesday October 25<sup>th</sup> to discuss annual rates and coverages for CHA's health insurance, dental, vision and basic life coverages for FY 2023. Initial quoted costs for health insurance included a 14% increase for CHA's current PPO Plan. Sundvold Financial staff did indicate this price was negotiated down to 11%, however this exceeded CHA staff budget projections for FY 2023 health care plan costs. Sundvold staff identified another PPO Plan (PPO CPYQ RxV3) with same deductible, co-pay, and other associated rates costs to employees, however the plan excluded Barnes Jewish Hospital from being in network, therefore the plan cost results in only a .2% increase to CHA. There was no record of CHA staff accessing Barnes Jewish in recent history, therefore CHA staff recommending PPO CPYQ RxV3 as one of the plan options for FY 2023.

CHA has historically provided one plan option for CHA employees. The CHA CEO, HR Manager and CFO value employee choice and variability in employee needs. Providing an additional health care option could assist in increasing employee retention and recruitment.

The additional recommended health care plan is a high deductible health care plan (HDHP) that also includes a health care savings account (HSA). Sundvold provided several options (1 thru 5) for structuring a HDHP/HSA that would result in the same cost to CHA, but with different costs/benefits to the employee. Option 5's HSA Plan provides a slightly reduced monthly cost to the employee and a monthly CHA pre-tax contribution of \$52.95 to an employee HSA account for each participating employee. CHA staff are recommending Option 5 Renewal II PPO (CPZV) and Renewal III HDHP/HSA.

CHA staff are recommending no change with all remaining benefits. The remaining benefits include 7.8% increased costs to CHA for dental and \$0.03 for Basic Life. Sundvold Financial staff will attend the CHA Board of Commissioners meeting to present the recommended benefits and answer Commissioner questions.

## Suggested Commission Action

Approve Resolution 2912 approving the Columbia Housing Authority Employee Benefits Package for January 1, 2023, thru December 31<sup>st</sup>, 2023.



# 2023 RENEWAL MEETING

For Columbia Housing Authority

October 25, 2022

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**Medical Renewal**      UHC Renewal (14% negotiated down to 11%)

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**Medical Proposals**      Anthem Proposal  
Roundstone Captive Proposal

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**Ancillary Renewal**      Guardian Renewal (7.8% dental and \$0.03 Basic Life)

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**Other Benefits**      HSA limits increased to \$3,850 individual / \$7,750 family  
FSA limits increased to \$3,050 and \$610 rollover  
Paytient  
Open Enrollment Schedule

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# Columbia Housing Authority

January 1, 2023 Renewal Premium Strategies

Current Contributions - 90% EE and 40% DEP	# enrolled	Current PPO	CHA Pays (Monthly)	EE Pays (Per Pay Period)	EE Pays (Monthly)	EE Difference from current (Per Pay Period)
EE	45	\$680.91	\$612.82	\$68.09	\$34.05	\$34.05
ES	3	\$1,429.91	\$912.42	\$517.49	\$258.75	\$258.75
EC	3	\$1,225.65	\$830.72	\$394.94	\$197.47	\$197.47
FAM	1	\$2,042.73	\$1,157.55	\$885.18	\$442.59	\$442.59
Total Monthly		\$40,650.36	\$33,863.80			
Total Annually		\$487,804.32	\$407,565.65			
% of premiums pd by CHA			83.55%			

### 1) Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ)

Employer contribution strategy - CHA bases budget based on Renewal II PPO only (90% EE/40% DEP).

	Renewal II PPO CPZV	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	Renewal III HDHP CPYQ	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	ER HSA Contribution (Monthly)	ER HSA Contribution (Annually)	EE PPO vs HDHP (Monthly)	EE PPO vs HDHP (Annually)
EE	\$682.26	\$614.03	\$68.23	\$34.11	\$0.07	\$621.26	\$614.03	\$68.23	\$34.11	-\$0.43	\$0.00	\$0.00	\$61.00	\$732.00
ES	\$1,432.74	\$914.23	\$518.51	\$259.26	\$0.51	\$1,304.65	\$914.23	\$390.42	\$195.21	-\$63.53	\$0.00	\$0.00	\$128.09	\$1,537.08
EC	\$1,228.08	\$832.36	\$395.72	\$197.86	\$0.39	\$1,118.28	\$832.36	\$285.92	\$142.96	-\$54.51	\$0.00	\$0.00	\$109.80	\$1,317.60
FAM	\$2,046.78	\$1,159.84	\$886.94	\$443.47	\$0.88	\$1,863.78	\$1,159.84	\$703.94	\$351.97	-\$90.62	\$0.00	\$0.00	\$183.00	\$2,196.00
Renewal %	0.20%													

### 2) Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ)

Employer contribution strategy - CHA contributes 90% EE/40% DEP to each plan. Difference from HDHP contribution to PPO contribution is contributed to HSA accounts.

	Renewal II PPO CPZV	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	Renewal III HDHP CPYQ	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	ER HSA Contribution (Monthly)	ER HSA Contribution (Annually)	EE PPO vs HDHP (Monthly)	EE PPO vs HDHP (Annually)
EE	\$682.26	\$614.03	\$68.23	\$34.11	\$0.07	\$621.26	\$614.03	\$62.13	\$31.06	-\$2.98	\$54.90	\$658.80	\$6.10	\$73.20
ES	\$1,432.74	\$914.23	\$518.51	\$259.26	\$0.51	\$1,304.65	\$832.49	\$472.16	\$236.08	-\$22.67	\$81.74	\$980.83	\$46.35	\$556.25
EC	\$1,228.08	\$832.36	\$395.72	\$197.86	\$0.39	\$1,118.28	\$757.94	\$360.34	\$180.17	-\$17.30	\$74.42	\$893.04	\$35.38	\$424.56
FAM	\$2,046.78	\$1,159.84	\$886.94	\$443.47	\$0.88	\$1,863.78	\$1,056.14	\$807.64	\$403.82	-\$38.77	\$103.70	\$1,244.40	\$79.30	\$951.60
Renewal %	0.20%													

### 3) Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ)

Employer contribution strategy - CHA contributes 90% EE/40% DEP to each plan. Difference from HDHP contribution to PPO contribution is contributed to HSA accounts (EE level only).

	Renewal II PPO CPZV	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	Renewal III HDHP CPYQ	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	ER HSA Contribution (Monthly)	ER HSA Contribution (Annually)	EE PPO vs HDHP (Monthly)	EE PPO vs HDHP (Annually)
EE	\$682.26	\$614.03	\$68.23	\$34.11	\$0.07	\$621.26	\$559.13	\$62.13	\$31.06	-\$2.98	\$54.90	\$658.80	\$6.10	\$73.20
ES	\$1,432.74	\$914.23	\$518.51	\$259.26	\$0.51	\$1,304.65	\$832.49	\$472.16	\$236.08	-\$22.67	\$54.90	\$658.80	\$46.35	\$556.25
EC	\$1,228.08	\$832.36	\$395.72	\$197.86	\$0.39	\$1,118.28	\$757.94	\$360.34	\$180.17	-\$17.30	\$54.90	\$658.80	\$35.38	\$424.56
FAM	\$2,046.78	\$1,159.84	\$886.94	\$443.47	\$0.88	\$1,863.78	\$1,056.14	\$807.64	\$403.82	-\$38.77	\$54.90	\$658.80	\$79.30	\$951.60
Renewal %	0.20%													

### 4) Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ)

Employer contribution strategy - Same as #3 above but deducting Lively/HSA fee from ER HSA contributions (\$1.95 PEP/M)

	Renewal II PPO CPZV	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	Renewal III HDHP CPYQ	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	ER HSA Contribution (Monthly)	ER HSA Contribution (Annually)	EE PPO vs HDHP (Monthly)	EE PPO vs HDHP (Annually)
EE	\$682.26	\$614.03	\$68.23	\$34.11	\$0.07	\$621.26	\$559.13	\$62.13	\$31.06	-\$2.98	\$52.95	\$635.40	\$6.10	\$73.20
ES	\$1,432.74	\$914.23	\$518.51	\$259.26	\$0.51	\$1,304.65	\$832.49	\$472.16	\$236.08	-\$22.67	\$52.95	\$635.40	\$46.35	\$556.25
EC	\$1,228.08	\$832.36	\$395.72	\$197.86	\$0.39	\$1,118.28	\$757.94	\$360.34	\$180.17	-\$17.30	\$52.95	\$635.40	\$35.38	\$424.56
FAM	\$2,046.78	\$1,159.84	\$886.94	\$443.47	\$0.88	\$1,863.78	\$1,056.14	\$807.64	\$403.82	-\$38.77	\$52.95	\$635.40	\$79.30	\$951.60
Renewal %	0.20%													

### 5) Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ)

Employer contribution strategy - same as #2 above but deducting Lively/HSA fee from ER HSA contributions (\$1.95 PEP/M). This results in same employer contribution for ALL employees and budget neutral to CHA.

	Renewal II PPO CPZV	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	Renewal III HDHP CPYQ	CHA Pays (Monthly)	EE Pays (Monthly)	EE Pays (Per Pay Period)	EE Difference from current (Per Pay Period)	ER HSA Contribution (Monthly)	ER HSA Contribution (Annually)	EE PPO vs HDHP (Monthly)	EE PPO vs HDHP (Annually)
EE	\$682.26	\$614.03	\$68.23	\$34.11	\$0.07	\$621.26	\$559.13	\$62.13	\$31.06	-\$2.98	\$52.95	\$635.40	\$6.10	\$73.20
ES	\$1,432.74	\$914.23	\$518.51	\$259.26	\$0.51	\$1,304.65	\$832.49	\$472.16	\$236.08	-\$22.67	\$79.79	\$957.43	\$46.35	\$556.25
EC	\$1,228.08	\$832.36	\$395.72	\$197.86	\$0.39	\$1,118.28	\$757.94	\$360.34	\$180.17	-\$17.30	\$74.47	\$893.04	\$35.38	\$424.56
FAM	\$2,046.78	\$1,159.84	\$886.94	\$443.47	\$0.88	\$1,863.78	\$1,056.14	\$807.64	\$403.82	-\$38.77	\$101.75	\$1,221.00	\$79.30	\$951.60
Renewal %	0.20%													









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\*Not all Tier 1 Providers have been associated for quality and cost efficiency.  
continued

# Tier 1 specialties

## Allergy

- Allergy
- Allergy and Immunology

## Cardiology

- Cardiac Diagnostic
- Cardiology
- Cardiovascular Disease
- Clinical Cardiac Electrophysiology
- Interventional Cardiology

## ENT

- Head and Neck Surgery
- Laryngology
- Otolaryngology
- Otology
- Pediatric Otolaryngology
- Rhinology

## Endocrinology

- Endocrinology, Diabetes and Metabolism

## Gastroenterology

- Digestive Diseases
- Gastroenterology
- Hepatology—Liver Disease

## General Surgery

- Abdominal Surgery
- Colon & Rectal Surgery
- Proctology
- Surgery

## Nephrology

- Nephrology

## Neurology

- Neurology
- Neurology & Psychiatry
- Neuromuscular Disease

## Neurosurgery, Orthopedics and Spine

- Back & Spine Surgery
- Hand Surgery
- Knee Surgery
- Neurology Surgery
- Orthopedic Surgery
- Shoulder Surgery
- Sports Medicine

## Oncology

- Oncology

## Pulmonology

- Pulmonary Medicine

## Rheumatology

- Rheumatology

## Urology

- Urology



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Find out if your doctor, clinic or facility is in the network. Remember to look for the Tier 1 symbol.

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All UnitedHealthcare members can access a cost estimate online or on the mobile app. None of the cost estimates are intended to be a guarantee of your costs or benefits. Your actual costs may vary. When accessing a cost estimate, please refer to the Website or Mobile application terms of use under Find Care & Costs section.

Tier 1 providers may be subject to change, visit myuhc.com\* for the most current information or call the number on your health plan ID card.

Insurance coverage provided by or through UnitedHealthcare Insurance Company or its affiliates. Administrative services provided by United HealthCare Services, Inc. or their affiliates. Health Plan coverage provided by or through a UnitedHealthcare company.

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**It's renewal  
time!**

**Guardian is  
here to help.**

**RENEWAL INFORMATION FOR  
HOUSING AUTHORITY OF THE CITY OF COLUMBIA DBA  
COLUMBIA HOUSING  
GROUP PLAN # 00581321**

**RENEWAL PERIOD  
January 1, 2023 - December 31, 2023**



[guardiananytime.com](http://guardiananytime.com)

The Guardian Life Insurance Company of America, New York, NY.

## What you'll find in this package

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<b>RENEWAL INFORMATION</b>	<b>PAGE</b>
College Tuition Benefit Annual Statement	1
Renewal Rates At-a-Glance	5
Current Plan Benefit Summaries By Product	9

Please note:

If your group plan includes multiple lines of coverage, a multi-line discount was used in the pricing. If you do not wish to renew all lines of coverage, please contact us for revised pricing.



[guardiananytime.com](http://guardiananytime.com)

The Guardian Life Insurance Company of America, New York, NY.



# Participating Policy and Producer Compensation Disclosure Statement

## Participating Policy Statement:

Any commercial insurance group policy underwritten and issued by The Guardian Life Insurance Company of America, a New York Domiciled mutual company, is a participating policy. It is not expected, however, that a dividend will be paid on any such group policies. All coverage will be provided as set forth in the policies.

## Producer Compensation Disclosure:

As is common with Group insurance, your coverage(s) might involve one or more licensed producers who will receive compensation from Guardian for soliciting, negotiating, securing and/or administering the insurance coverage(s) you have purchased. Compensation to these producers may be paid in the form of base commissions, administrative service commissions and, in some instances, supplemental compensation (e.g., an annual performance bonus). For more detailed information regarding producer compensation relative to your Guardian coverage(s), please contact your Guardian local sales consultant or account manager.

Compensation is generated based upon premium which has been remitted by the planholder and applied by Guardian. Graded Commission scales, which can vary by product, are calculated based upon decremental scales (i.e. percentage payable decreases as defined premium thresholds are attained). Graded commission scales refresh annually upon each plan's anniversary. For DHMO, Supplemental Health, SMD and/or ASO Vision commission information, or for any other questions, please contact your local Guardian sales consultant or account manager.

If commissions are paid based on a percentage basis, the percentage is calculated monthly on enrolled lives, not eligible lives. Graded commission scales are calculated as a percentage of annual premium and are on a sliding scale.

Product	Commissions
AD&D	20%
AD&D Voluntary	20%
Dental PPO	10%
LTD	10%
Basic Life	20%
Vol Life	20%
STD	10%
Vision PPO	10%



[guardiananytime.com](http://guardiananytime.com)

The Guardian Life Insurance Company of America, New York, NY.



### An Important Update on our College Tuition Benefit Program

A key element of our Group Benefits strategy is to enhance and expand our portfolio of products and services to support the well-being of our members. As part of this focus, we also continually evaluate our existing products and services, measuring their impact and seeing how well they align with our Purpose and strategy.

After an analysis of our current benefit offerings, we have decided to remove the College Tuition Benefit (CTB) from our portfolio and sharpen our focus to designing and delivering benefit solutions that meet the larger needs of our diverse customer base.

With this change:

- CTB will be removed from any of your aligned Guardian coverage(s) at your next **plan anniversary**. There is no action required on your part.
- After your next **plan anniversary**, employees registered with CTB will no longer accrue new Tuition Reward points. However, any earned Tuition Rewards points will not expire.
- Registered employees existing College Tuition accounts will remain active, and employees will continue to receive communications from SAGE if they have elected to do so.
- Registered employees can view their accounts, including reward balances and registered students at <https://www.tuitionrewards.com>
- Employees wishing to register and access their earned Tuition Rewards can do so by completing the following steps no later than 90 days after your upcoming anniversary date.
  - Go to <https://registration.collegetuitionbenefit.com//?ref=guardian>
  - User ID is your Guardian Group Plan Number
  - Password is Guardian
- Please share this information with your plan participants using the attached slip-sheet

If you are interested in continuing to offer College Tuition Benefit as part of your benefit package, please contact SAGE (CTB vendor) for the CTB Select direct purchase option by going to: <https://ctbselect.collegetuitionbenefit.com/hidden/sign-up/> or a SAGE team member can be reached at [ctbselect@collegetuitionbenefit.com](mailto:ctbselect@collegetuitionbenefit.com)

For questions about your existing Guardian College Tuition Benefit offering, please contact [admin@collegetuitionbenefit.com](mailto:admin@collegetuitionbenefit.com)

If you have questions about this notice, please contact us at 1-800- 627-4200.

Thank you for choosing Guardian. We are committed to providing you and your employees with access to quality benefit offerings that support and drive wellness and appreciate your business.



## An important update on our college savings program

Guardian's Group Benefits strives to enhance and expand our portfolio of products and services to support the well-being of our members. As part of this focus, we continually evaluate our existing products and services, measuring their impact and assessing their alignment with our purpose and strategy. After careful analysis, we have decided to discontinue the College Tuition Benefit (CTB) program as of December 31, 2022.



### With this update

- CTB will be removed from aligned Guardian coverages on your next plan anniversary.
- After your next anniversary date, employees registered for CTB will no longer accrue new Tuition Rewards Points.
- Any accrued Tuition Rewards Points for registered members will not expire.
- CTB accounts for employees registered in the program will remain active. Registered employees will continue to receive communications from CTB if they have elected to do so.

### How to access accrued CTB Tuition Rewards Points

- Registered employees can continue to view and manage their accounts, as they do today.
- Employees not currently registered, must do so by completing the following steps within 90 days post their group anniversary date.
  - Go to <https://registration.collegetuitionbenefit.com///?ref=guardian>
  - Click on register
  - User ID is your Guardian Group Plan Number
  - Password is Guardian

For questions about the College Tuition Benefit offering, please contact SAGE directly at [admin@collegetuitionbenefit.com](mailto:admin@collegetuitionbenefit.com)

The Guardian Life Insurance  
Company of America

[guardianlife.com](http://guardianlife.com)

New York, NY

2022-133985 (Exp. 2/24)

College Tuition Benefit is available for Guardian Dental, Vision with Davis Vision Network, Hospital Indemnity, LTD, STD, Life, Critical Illness, Cancer and Accident insurance until December 31, 2022. Some plan exclusions may apply. The Tuition Rewards program is provided by SAGE CTB, LLC. Guardian does not provide any services related to this program. SAGE CTB, LLC is not a subsidiary or an affiliate of Guardian. Guardian reserves the right to discontinue the College Tuition Benefit program at any time without notice. College Tuition Benefit is not an insurance benefit and may not be available in all states.

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

<b>DENTAL PLAN RATES - PPO WD</b>					
Tier	Enrolled Employees	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	35	\$29.98	\$12,592	\$32.32	\$13,574
EE & SP	4	\$65.97	\$3,167	\$71.12	\$3,414
EE & CH	7	\$63.00	\$5,292	\$67.91	\$5,704
FAMILY	6	\$98.79	\$7,113	\$106.50	\$7,668
<b>TOTAL</b>	<b>52</b>		<b>\$28,163</b>		<b>\$30,361</b>

If you have determined that your group is subject to ACA regulations which require you to include pediatric dental essential health benefits, Guardian can provide these benefits. Please contact your local Sales Office for options.

This plan is currently offered for Insurance Class 1

<b>VOLUNTARY VISION PLAN RATES - VSP K56</b>					
Tier	Enrolled Employees	CURRENT		RENEWAL	
		Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	25	\$8.58	\$2,574	\$8.58	\$2,574
EE & SP	3	\$17.15	\$617	\$17.15	\$617
EE & CH	6	\$17.59	\$1,266	\$17.59	\$1,266
FAMILY	5	\$26.16	\$1,570	\$26.16	\$1,570
<b>TOTAL</b>	<b>39</b>		<b>\$6,027</b>		<b>\$6,027</b>

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

VOLUNTARY STD PLAN RATES				
CURRENT			RENEWAL	
Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
\$8,877	\$0.600/\$10	\$6,391	\$0.600/\$10	\$6,391

This plan is currently offered for Insurance Class 1

LTD PLAN RATES				
CURRENT			RENEWAL	
Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
\$205,085	\$0.450/\$100	\$11,075	\$0.450/\$100	\$11,075

This plan is currently offered for Insurance Class 1

BASIC LIFE PLAN RATES					
CURRENT			RENEWAL		
Coverage	Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
BASIC LIFE	\$1,133,000	\$0.200/\$1000	\$2,719	\$0.230/\$1000	\$3,127

This plan is currently offered for Insurance Class 1

AD&D PLAN RATES					
CURRENT			RENEWAL		
Coverage	Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
AD&D	\$1,133,000	\$0.020/\$1000	\$272	\$0.020/\$1000	\$272

This plan is currently offered for Insurance Class 1

VOLUNTARY LIFE PLAN RATES				
EMPLOYEES	CURRENT		RENEWAL	
Employee Age	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
15-29	\$0.100/\$1000		\$0.100/\$1000	
30-34	\$0.136		\$0.136	

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

<b>VOLUNTARY LIFE PLAN RATES (Continued)</b>		
<b>EMPLOYEES</b>	<b>CURRENT</b>	<b>RENEWAL</b>
35-39	\$0.178	\$0.178
40-44	\$0.256	\$0.256
45-49	\$0.412	\$0.412
50-54	\$0.616	\$0.616
55-59	\$1.306	\$1.306
60-64	\$2.080	\$2.080
65-69	\$3.558	\$3.558
70-74	\$6.600	\$6.600
75-79	\$6.600	\$6.600
80-84	\$6.600	\$6.600
85-89	\$6.600	\$6.600
90-94	\$6.600	\$6.600
95-99	\$6.600	\$6.600

This plan is currently offered for Insurance Class 1

<b>VOLUNTARY LIFE PLAN RATES</b>		
<b>SPOUSE</b>	<b>CURRENT</b>	<b>RENEWAL</b>
<b>Employee Age</b>	<b>Monthly Rate</b>	<b>Monthly Rate</b>
15-29	\$0.100/\$1000	\$0.100/\$1000
30-34	\$0.136	\$0.136
35-39	\$0.178	\$0.178
40-44	\$0.256	\$0.256
45-49	\$0.412	\$0.412
50-54	\$0.616	\$0.616
55-59	\$1.306	\$1.306
60-64	\$2.080	\$2.080
65-69	\$3.558	\$3.558
70-74	\$6.600	\$6.600
75-79	\$6.600	\$6.600
80-84	\$6.600	\$6.600
85-89	\$6.600	\$6.600
90-94	\$6.600	\$6.600
95-99	\$6.600	\$6.600

## Renewal Rates At-a-Glance

This plan is currently offered for Insurance Class 1

VOLUNTARY LIFE PLAN RATES		
CHILD(REN)	CURRENT	RENEWAL
	Monthly Rate	Monthly Rate
CHILD(REN)	\$0.166/\$1000	\$0.166/\$1000

This plan is currently offered for Insurance Class 1

VOLUNTARY AD&D PLAN RATES					
		CURRENT		RENEWAL	
Tier	Volume	Monthly Rate	Annual Premium	Monthly Rate	Annual Premium
EE	\$2,550,000	\$0.034/\$1000	\$1,040	\$0.034/\$1000	\$1,040
SPOUSE	\$435,000	\$0.034	\$177	\$0.034	\$177
CHILD(REN)	\$160,000	\$0.034	\$65	\$0.034	\$65







# Housing Authority of the City of Columbia, Missouri

## Board Resolution

### RESOLUTION #2912

#### To Approve the CHA Employee Benefits Package for FY January 1, 2023, through December 31, 2023

WHEREAS, As part of the Columbia Housing Authority's (CHA) annual budgeting process, an employee benefits package is finalized once the CHA has received competitive quotes for the employee insurance benefits package; and

WHEREAS, the benefits package for FY 2023 is focused on priorities involving managing increasing costs for benefits; retaining a strong benefit plan for employees; valuing employee health care plan choice and controlling the rising employee contribution for their portion of any insurance costs; and

WHEREAS, The proposed medical group plans with United Health Care option 5 Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ) results in a 0.2% increase in costs over our current plan, and provides an additional plan choice for current CHA employees and new hires; and

WHEREAS, the recommended benefit packages address the established priorities for this fiscal year by managing the inflationary costs of health insurance and other benefits; and

WHEREAS, the result is a very competitive health benefits package, an additional health care plan choice and other employee ancillary insurance benefits for CHA employees that help to maintain high job satisfaction.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts Resolution #2912 approving the CHA Employee Benefits Package for FY 2023 provided by United Health Care and Guardian and authorizing the selection of the United Health Care option 5 Renewal II PPO (CPZV) and Renewal III HDHP/HSA (CPYQ), and the other employee ancillary insurance benefits offered by Guardian for all full-time CHA employees as attached and incorporated by reference.

---

Bob Hutton, Chair

---

Randall Cole, Secretary

Adopted November 9, 2022





# 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: November 9, 2022

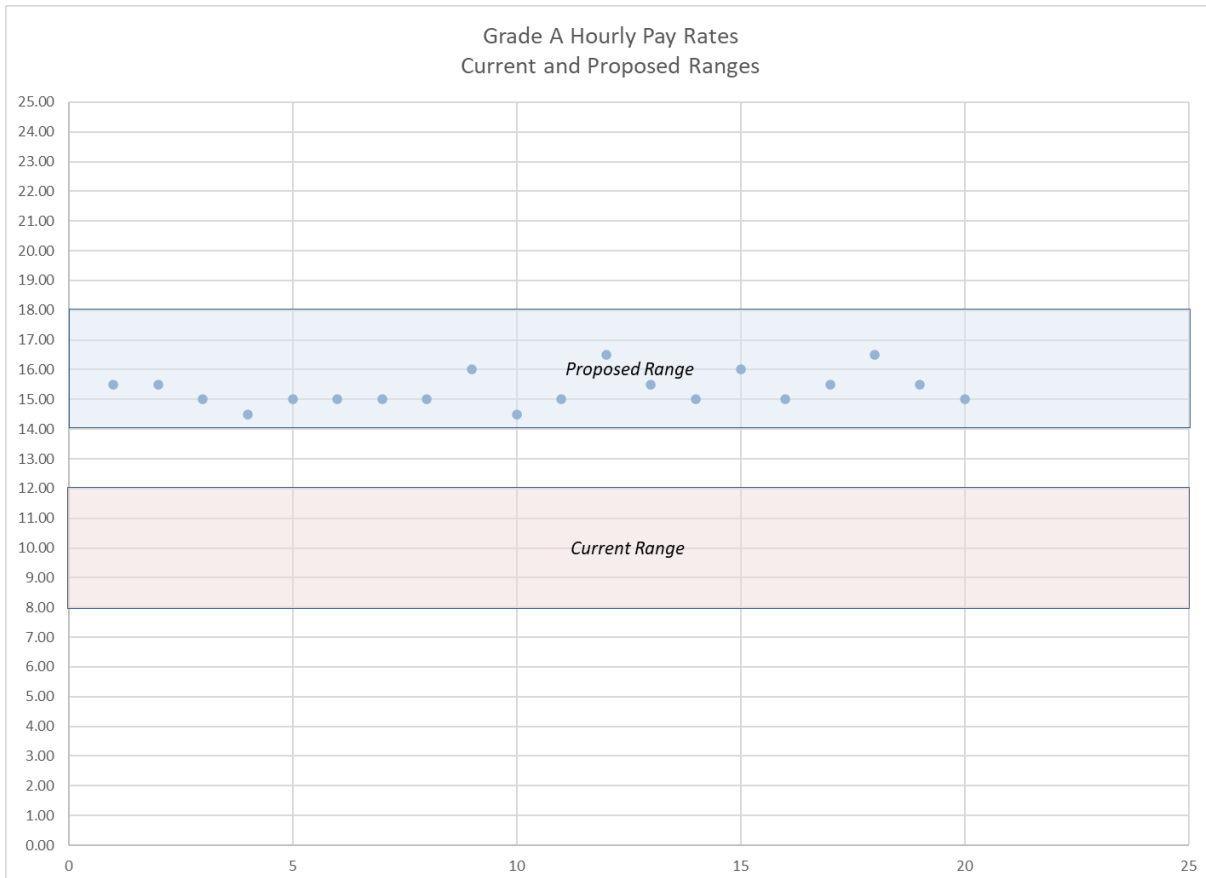
Re: Resolution 2913 Approving Revisions to Appendix 3 Range and Salary Plan

## Executive Summary

The attached resolution authorizes updates to the Columbia Housing Authority's (CHA) Appendix 3 Range and Salary Plan of the Personnel Policy. The update includes increases in pay range rates for ranges A through E.

## Discussion

CHA's Appendix 3 Range and Salary Plan of the Personnel Policy establishes pay ranges and grades for CHA personnel. There have been updates to specific position pay rates over the past year, however, there has not been an adjustment to all ranges in recent years. CHA continues, like many employers, to experience a very competitive labor market as it relates to front line position pay rates, and CHA staff desire to update the current Range and Salary Plan to adapt to market competition. CHA has maintained a continued commitment to cost of living adjustments, therefore many current pay rates are near to top or beyond the established pay range. Charts displaying actual rates of pay, as well as current and proposed Ranges of Pay are as follows:

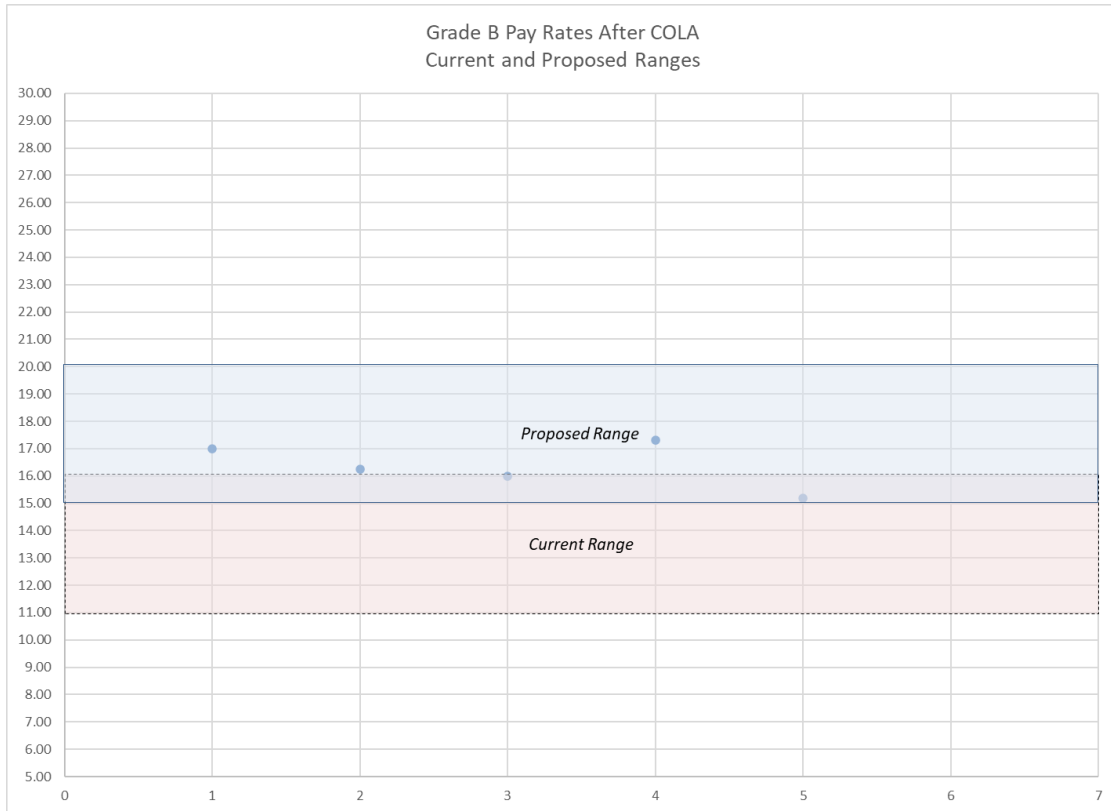




# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

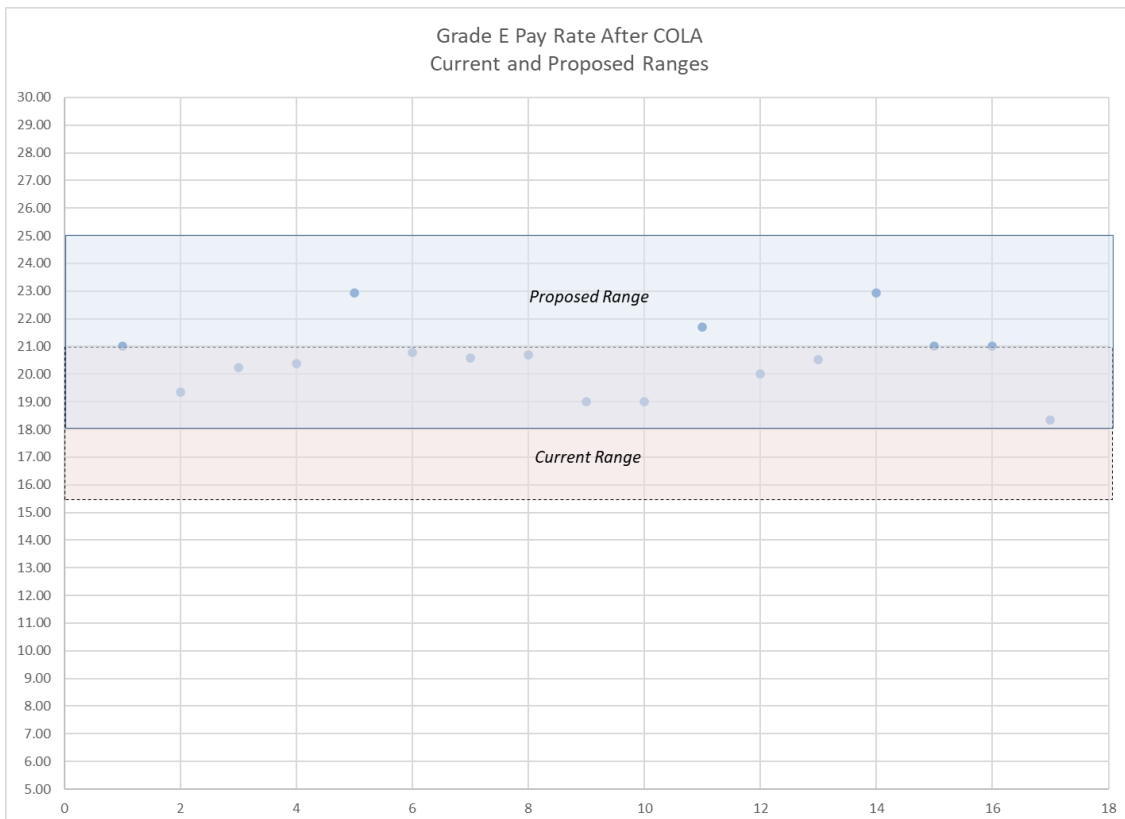
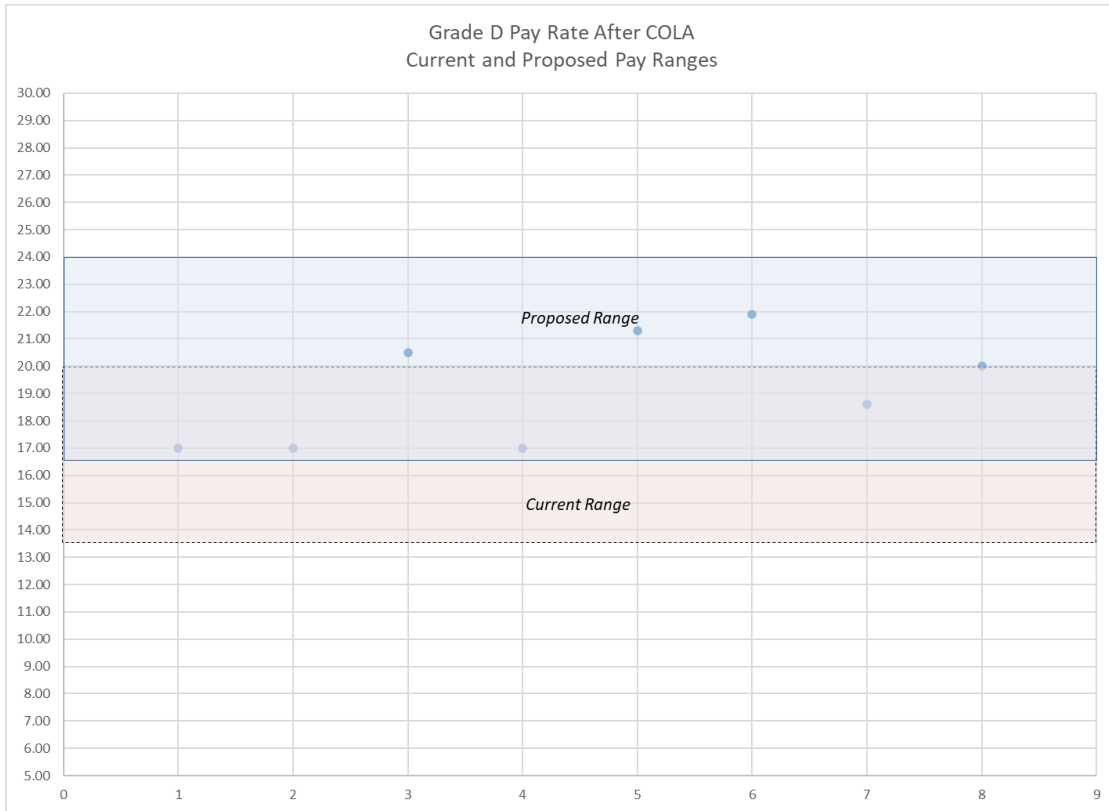




# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax: 573.443.0051 ♦ [www.ColumbiaHA.com](http://www.ColumbiaHA.com)

CHA staff is recommending a significant per hour COLA adjustment for FY 2023, rather than a percent COLA to provide a higher monetary impact to front line positions. CHA staff is recommending board consideration and approval of raising associated pay ranges to establish a more competitive minimum and maximum pay rate. CHA staff recommends this change to ensure our job announcements are competitive and reflective of the rate of pay for each position established in CHA's annual budget. CHA HR staff also intends to conduct a more comprehensive wage and salary study in 2023.

## Suggested Commission Action

Approve Resolution 2913 adopting revisions to Appendix 3 Range and Salary Plan Personnel Policy for the Columbia Housing Authority.



**FY 2023 Housing Authority of the City of Columbia, Missouri  
Personnel Organization Plan  
Appendix 3 - Range and Salary Plan**

<b>Range</b>	<b>Amount</b>	<b>Position</b>	
A	Grant/HUD Based (\$14-\$18)	Part-Time, Temporary	Grant Employees
B	\$31,200 to \$41,600 (\$15-\$20)	Receptionist Clerk/Administrative Assistant I	
		Maintenance I	
		Grounds Keeper, Custodian	
C	\$33,280 to \$43,680 (\$16-\$22)	Maintenance II	
		Assistant Public Housing Manager	
D	\$35,360 to \$45,760 (\$16.50-\$24)	Executive Assistant	
		Financial Assistant I	Maintenance Mechanic I
		Affordable Housing Manager I	
		HCV/PBV Housing Intake Coordinator	
E	\$37,440 to \$47,840 (\$18-\$25)	Maintenance Mechanic II	Safety Officer
		Financial Assistant II	Affordable Housing Manager II
		Special Programs Specialist	LIHTC Specialist
		Systems Administrator	HCV Specialist
F	\$39,520 to \$56,160 (\$19.50-\$27.00)	Accountant	Housing Choice Voucher Case Manager/Portability Specialist
		Human Resource	Affordable Housing Operations Manager
		Compliance and Asset Manager	LIHTC Compliance Manager
G	\$50,960 to \$80,000 (\$24.50-38.46)	Director of Affordable Housing Operations	Director of Modernization and Maintenance
		Director of Finance	Director of Housing Programs
		Director of Resident Services	Director of Safety
		Director of Affordable Housing Development and Compliance	
H	\$75,000 to \$100,000	Chief Financial Officer	
I	\$80,000 to \$130,000	Chief Executive Officer	







# Housing Authority of the City of Columbia, Missouri

## Board Resolution

### RESOLUTION #2913

#### **To Authorize changes to Appendix 3 Range and Salary Plan to the CHA Personnel Policy.**

WHEREAS, the Housing Authority of the City of Columbia, Missouri maintains a Range and Salary Plan to help foster effective and efficient operations of CHA; and

WHEREAS, the Board of Commissioners makes updates to the Appendix 3 Range and Salary Plan of the Columbia Housing Authority's Personnel Policy to ensure pay ranges that are competitive within the local employment market; and

WHEREAS, the Board of Commissioners has reviewed Appendix 3-Range and Salary Plan showing an increase in front line staff ranges primarily A through E as recommended by the Chief Executive Officer to maximize efficiency in CHA-wide operations to achieve high performance results; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts the revisions to Appendix 3 - Range and Salary Plan, effective November 9, 2022, as attached hereto and made a part hereof.

---

Bob Hutton, Chairman

---

Randall Cole, Secretary

Adopted November 9, 2022





# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Final Draft of the CY2023 CHA Agency-Wide Budget

## Executive Summary

### CY2023 CHA Agency-Wide Budget Presentation

This budget encompasses all programs, departments, and component units of the Columbia Housing Authority. Rental revenues and related expenditures are presented by program. Salaries and benefits for 58 full-time and 18 part-time employees in the areas of administration, resident services, maintenance, and protective services are included.

Details of the various programs and the underlying assumptions are described below.

## Discussion

### Acronyms in this Report

RAD – Rental Assistance Demonstration Program  
LIHTC – Low-Income Housing Tax Credit Program  
HAP – Housing Assistance Payments  
HCV – Housing Choice Voucher Program (Section 8)  
PBV – Project-Based Voucher Program  
FSS – Family Self-Sufficiency  
OCAF – Operating Cost Adjustment Factor  
COCC – Central Office Cost Center  
CHA BA – CHA Business Activities  
CHA AHD – CHA Affordable Housing Development  
CHALIS – CHA Low-Income Services

There are several assumptions built into this budget that may change as we receive additional information. For all programs the basic assumptions are as follows:

- A \$1.00 COLA effective January 2023. This does not include grant employees. Grant employee salaries are based on their individual grant award.
- Employee health and dental insurance – the January 2023 renewal is estimated with a .2% increase for health insurance and a 7.8% increase for dental insurance.
- Retirement expenses are calculated at 6% of salaries.



# 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

- Workers Comp Insurance is calculated at a rate of 2% of salaries.
- 3% inflation factor for administrative materials and 5% for Maintenance materials
- 2% increase for maintenance contracts except a 10% increase for extermination services and a 5% increase for landscape maintenance.
- LIHTC Property and Liability Insurance is based on initial quotes received from American Family Insurance. The increases reflect a substantial increase from CY2022 rates (Mid-Missouri Veterans 20%, Bear Creek 30%, Oak Towers 8%, and Stuart Parker 24%). The Bryant Walkway I and II budgets reflect a 20% increase in insurance rates based on the quotes listed here, however the quotes for these properties have not been received yet. All other property and liability insurance is based on the actual rates provided by MHAPCI. Property insurance reflects a 10% increase in property values and a 25% increase over CY2022 rates. Liability insurance reflects a 12-13% increase over 2022 rates. The two new land purchases at 7 E Sexton and N Eighth Streets are now covered under the property insurance.
- 2% inflation factor for Utilities.
- Computer IT expenses of \$15,000 are allocated across all properties for website re-development (\$9,000 to CHA Business Activities, \$1,500 each to Housing Choice Vouchers, Public Housing-Downtown, and CHALIS, and \$1,500 allocated across all LIHTC properties). The Public Housing budget includes \$5,000 for a resident computer lab.

## **Housing Choice Voucher Rental Assistance Programs**

### **Revenues**

- Administrative fees are budgeted for an average 1,009 HCV vouchers, 6 Homeownership vouchers and 10 Port-Out vouchers; 110 VASH vouchers, and 622 Project-Based vouchers (PBV) with a 2% inflation rate prorated at 80%.
- Housing Assistance payment revenue is based on the latest estimate from HUD's review of our 2022 estimated expenditures.

### **Expenditures**

- Administrative salaries and benefits include 8.38 employees. This includes a portion of the LIHTC property managers that are managing the PBV vouchers for their projects.
- Inspections are based on annualized year-to-date expenditures with a 2% inflation factor
- HAP expenses are based on year-to-date average monthly HAP for each voucher type with a 5% increase. HAP expenses are budgeted for more than HAP revenue based on an excess of prior year HAP funds awarded but not expended.



# Housing Authority of the City of Columbia, Missouri

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## **Emergency Housing Vouchers**

- Revenue is based on 42 vouchers leased per month at an average budgeted assistance amount per voucher of \$396 per month. A voucher specialist is budgeted for 6 hours per week.
- Tenant Supportive Services and Application/Lease up assistance for fees and deposits are included in the grant.

## **Mainstream Vouchers**

- Revenue is based on 19 vouchers leased per month for the first six months and 44 vouchers per month for the last six months of CY2023. The Housing Authority was issued 25 additional vouchers for this program in CY2022. The monthly average assistance per voucher is budgeted for \$485. A voucher specialist is budgeted for 2.4 hours per week.

## **Continuum of Care Rental Assistance Program**

- Revenue is derived from a direct contract with HUD awarded through competitive application. All direct program expenses are reimbursed by the grant. The monthly average assistance per voucher is \$577.66 including security deposits. The average vouchers leased is budgeted at 63 per month. A voucher specialist is budgeted for 8 hours per week.

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

- Revenue is based on the extension of a CY2021-2022 grant program with the City of Columbia. There may be added funds in this program to spend pending an additional funding award. All direct program expenses are reimbursed by the grant. The monthly average assistance per voucher is budgeted at \$690.32 including security deposits. The average vouchers leased is budgeted at 18 vouchers per month for three months. A voucher specialist is budgeted for 3 hours per week on this program.

## **Public Housing – Downtown**

### **Revenues**

#### Gross Potential Rent

- Rental revenue is based on the current average rents of each unit size for the 120 public housing units.

#### Vacancy Losses

- Budgeted at 5% of the revenue for the 120 units and two non-dwelling rental units.

#### Non-Dwelling Rental Income

- Two dwelling units taken off-line during the Bryant Walkway RAD conversion are budgeted for rent at affordable housing rates.



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## Other Income

- Laundry Income and Work Order Income are estimated based on the CY2022 annualized income.

The Public Housing Operating Subsidy is based on the occupancy from July 2021 through June 2022. Per unit expenses used for the calculation are the 2022 rates with a 5% inflation factor. A proration of 97.26% of was used.

The Capital Fund grant income is based on the 2022 grant award amount.

## Administrative Expenses

### Administrative salaries

- Downtown has one Public Housing Manager to manage the 120 units. An Assistant Housing Manager is split between the 120 public housing units and the 90 LIHTC units in Bryant Walkway I and II. The Intake Coordinator is allocated for three hours per week to public housing efforts.

Management fees are based on 95% occupancy:

- Management fees are \$48.46 per month per unit leased
- Bookkeeping fees are \$7.50 per month per unit leased

## Resident Services Expenses

- Resident services salaries are based on a part-time Food Pantry employee that works 20 hours per week to serve the tenants of the 120 Public Housing units, the 90 units of Bryant Walkway I and II, and the 84 family units of Stuart Parker.
- Resident participation funds are budgeted at \$25 per unit.

## Maintenance Expenses

- Downtown has five maintenance staff
- Maintenance materials are budgeted based on CY2022 expenses annualized plus a 5% inflation factor.
- Maintenance contracts are budgeted based on the CY2022 expenses annualized with a 2% inflation factor, with the exception for extermination services budgeted with a 10% increase and lawn maintenance with a budgeted 5% increase based on rebidding these services in CY2023.

## Protective Services

- Protective service expenses are split between the public housing properties and the six LIHTC properties.



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- The Protective Services department has one Safety Director, two full-time and one part-time Safety Officers.

## **Other General Expenses**

- Other General Expenses include the budget for expenses related to the Ameresco Energy Performance Contract. A portion of our calculated energy savings is paid to Ameresco and a portion funds provides other income to the COCC.
- Payment in lieu of taxes are calculated on 10% of Tenant Revenue less utility expenses.
- Bad Debts is estimated at 1.5% of net rental revenue less Laundry Income and Non-Dwelling Rent.
- Extraordinary Maintenance is budgeted for larger maintenance repairs that may be needed due to the age of the property.

## **Fixed Asset Additions**

- A maintenance truck is scheduled for replacement.

## **ROSS Grants**

CHA holds two ROSS grants directly funded through HUD for the purpose of coordinating supportive services for CHA tenants.

### **ROSS Resident Services Coordinator**

- One coordinator works with the public housing residents to coordinate services to assist them in achieving self-sufficiency.

### **ROSS Combined FSS Coordinators**

- Two coordinators assist public housing, PBV and HCV residents to remove barriers to self-sufficiency and enroll interested tenants in a program which allows participants to build an escrow balance from increased earnings.

## **CHALIS**

CHALIS is a 501(c)3 organization which runs several supportive services programs for CHA residents. These programs are funded through grants and donations from Federal, State, County, City, and local organizations.



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## **Columbia Community Housing Trust (CCHT)**

CCHT holds two Neighborhood Stabilization Program homes which are rented to qualified affordable housing residents.

CCHT is also a non-profit 501(c)3 organization which receives donations for continued affordable housing construction and renovation.

## **CHA Administration**

CHA Administration is split between the Central Office Cost Center (COCC) for the HUD programs, CHA Business Activities (CHA BA) for the LIHTC and non-HUD programs and CHA Affordable Housing Development (CHA AHD) for development activities.

## **Revenue**

- Non-Dwelling Rental Income is from subleases that CHA holds for Paquin Tower's roof-top leases and the non-dwelling spaces at Bear Creek.
- Management Fees Revenue is based on the fees each program (Housing Choice Vouchers, Public Housing, Capital Fund, and LIHTC) is expected to owe.
- Other Income is generated by equipment leases that CHA BA holds with the various LIHTC properties.
- 100% of the seller financing interest (\$305,041) has been presented as unrestricted Investment Income and will be used to cover operational expenses. 100% of the bond interest income is restricted to pay the interest payable on the CHA-held bonds payable.
- At this point we are not reflecting any developer fee income in the CY2023 budget. When new projects meet closing deadlines, the amount of the developer fees to be received will be determined. CHA AHD will need to use \$87,727 from operating reserves to cover expenses.

## **Expenses**

- Administrative salaries and benefits are allocated based on each employee's program responsibilities. The Administration area has 15 staff. One open position has been added to increase the Finance Department staff to allow for additional organizational responsibilities to be carried out.
- Other General Expenses includes amounts due on the non-dwelling lease agreements with Stuart Parker and Bear Creek (see Administration Revenues above).





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## LIHTC Budgets

### Revenue

#### Gross Potential Rent

- Is based on the current rents with a 2% Operating Cost Adjustment Factor (OCAF), effective on each property's annual. The 2023 OCAF will be announced by HUD later this year. If the OCAF is released before the November Board meeting, the final budget will reflect the 2023 OCAF.

#### Vacancy Losses

- Range from 1% to 2%.

#### Other Income

- Laundry Income is estimated based on the past 12 months income.
- Work Order income is estimated based on historical data.

## Administrative Expenses

### Administrative Staff

- Two full-time Tax Credit Certification Specialists are shared across the six LIHTC properties.
- Stuart Parker w/Paquin Tower has:  
A Housing Manager II and an Assistant Housing Manager is split 85% to Paquin Tower and 15% to Section 8's PBV program; A second Housing Manager II works at the Stuart Parker family site and is also split between Stuart Parker and the Section 8's PBV program.
- Bear Creek and Patriot Place has:  
A Housing Manager II that is split with Patriot Place. Salary and benefits are split 65% to Bear Creek, 20% to Patriot Place and 15% to Section 8's PBV program
- Oak Towers has:  
A Housing Manager II and an Assistant Housing Manager that are split 85% to Oak Towers and 15% to Section 8's PBV program.
- The two Bryant Walkway projects share one Housing Manager II; this employee is split 51% to Bryant Walkway, 34% to Bryant Walkway II, and 15% to Section 8's PBV program. One Assistant Housing Manager is split 26% to Bryant Walkway, 17% to Bryant Walkway II, and 57% to AMP 1.

### Other Administrative Expenses

- Management Fees are based on a percentage of each property's tenant revenue, as stated in their respective Management Agreements, as follows:



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Stuart Parker, Oak Towers, and the two Bryant Walkway projects – 6%  
Bear Creek – 5% from operations and 1% from net cash flow (if available)  
Patriot Place – 5%

- Staff training includes the annual certification cost for four employees who must hold LIHTC certifications to perform their duties. It also includes required trainings for public housing and all LIHTC management staff, as well as training to increase the productivity of CHA staff, as needed.

## **Resident Services Expenses**

### **Resident Services Staff:**

- Two full time Resident Services Coordinators - one at Oak Towers and one at Paquin Towers.
- Three Resident Services Coordinators that are also funded by the County Healthy Home Connections grant – one will also serve the Stuart Parker residents, one will serve the Bear Creek residents, and the other will serve the residents of the two Bryant Walkway locations. These services are provided via contract agreements with CHA Low-Income Services (CHALIS) staff and the cost is reflected on the Tenant Services line.
- A full time Resident Services Coordinator for the Family units that is shared with the ROSS Grant that serves the AMP 1 public housing residents.
- A part-time employee that works 20 hours per week at the Downtown Food Bank is split between Downtown; the two Bryant Walkway locations; and the family units of Stuart Parker.

### **Other Resident Services Expenses:**

- Resident participation funds are budgeted at \$25 per unit.

## **Maintenance Expenses**

### **Maintenance Staff:**

- Stuart Parker w/Paquin Tower has four full-time maintenance staff
- Bear Creek and Patriot Place have one maintenance employee that is split 75% to Bear Creek and 25% to Patriot Place
- Oak Towers has two full time maintenance staff and one part-time janitorial employee.
- The two Bryant Walkway properties share one maintenance staff that is split 75% to Bryant Walkway I and 25% to Bryant Walkway II.



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## Other Maintenance Expenses

- Maintenance materials are based on annualized 2022 expenses with a 5% inflation factor.
- Maintenance contracts are based on annualized 2022 expenses with a 2% inflation factor, except for a 10% increase for extermination services and a 5% increase for Lawn maintenance services which will be rebid shortly.
- Oak Towers and Paquin Towers Elevator Maintenance Contracts budgets includes funds for additional repair – Oak \$5,000, Paquin \$5,000

## Other Planned Maintenance Projects from replacement reserves:

- Bear Creek – aging heater units need replacement; the Heating and Cooling Maintenance budget includes \$5,000 for replacing a portion of these units.
- Bear Creek – the Misc. Maintenance Contract budget includes \$5,000 for poly jacking to build up slabs to prevent sinking.
- Oak Towers – replace stucco veneer, remove carpet and install VCT tile in exercise room, replace several heat pumps, purchase lobby furniture – total estimate \$45,000
- Paquin Tower – replace 3-4 heat pumps, add an expansion tank to the geothermal system, seal and stripe the parking lot, updating geothermal software – total estimate \$51,000
- Stuart Parker – replace heating and cooling system in the Unity laundry facility – total estimate \$5,000

## Insurance Expenses

- The Property and Liability insurance are based on a 5% rate increase.

## Other General Expenses

- Property Taxes are based on 2022's estimated tax assessments with a 3% increase.
- Bad Debt Expense is based on each project's average write-offs over the last 3 years

## Fixed Asset Additions

- Paquin Tower is budgeted for the purchase of a new copier (\$10,000).

Suggested Commission Action

Read and review this report. Approve the CY2023 CHA agency-wide budget through Resolution #



**Housing Authority of the City of Columbia, Missouri**  
**Voucher Program Budgets**  
**Fiscal Year January 1, 2023 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

	Housing Choice Vouchers Administration	HCV Housing Assistance Payments	Emergency Housing Vouchers	Mainstream Vouchers	Continuum of Care	TBRA	Housing Assistance Programs
<b>Grant Revenue</b>							
Housing Assistance Revenue		10,641,758	199,772	183,330	444,276	37,277	11,506,413
FSS Escrow Forfeitures							-
Administrative Fees Earned	1,167,010		27,234	20,425	22,681	1,875	1,239,225
Supportive Service Revenue			20,367				20,367
<b>Total Grant Revenue</b>	<b>1,167,010</b>	<b>10,641,758</b>	<b>247,373</b>	<b>203,755</b>	<b>466,957</b>	<b>39,152</b>	<b>12,766,005</b>
<b>Other Revenue</b>							
Investment income - unrestricted	5,002						5,002
Fraud recovery-unrestricted	1,200						1,200
Fraud recovery-restricted		1,200					1,200
<b>Total Revenue</b>	<b>1,173,212</b>	<b>10,642,958</b>	<b>247,373</b>	<b>203,755</b>	<b>466,957</b>	<b>39,152</b>	<b>12,773,407</b>
<b>Administrative Expenditures</b>							
Administrative Salaries	334,357		8,320	3,328	8,320	4,576	358,901
FICA/MEDICARE	25,579		637	255	637	351	27,459
Employee-Health Ins.	66,314		1,571	629	1,571	864	70,949
Employee-Retirement	20,062		500	200	500	275	21,537
Auditing fees	40,000		-				40,000
Management Fee	248,734		4,320				253,054
Bookkeeping Fees	155,459		2,700				158,159
Advertising and Marketing	500		-				500
Office Supplies	7,750		2,500	100	5,000	100	15,450
Telephone	5,278		902	-	2,360		8,540
Postage	13,422		977	100	2,258	100	16,857
Computer/IT Expense	40,895		900	325	900	160	43,180
Memberships & Dues	300		-	-			300
Sundry, Miscellaneous	25,200		3,000	1,000	4,000	75	33,275
Staff Training	5,003			-	3,000		8,003
Port-Out Admin Fees	6,484		2,016	-			8,500
Inspections & Utility Updates	69,476		2,500	1,100	5,000	450	78,526
<b>Total Administrative Expenditures</b>	<b>1,064,813</b>	<b>-</b>	<b>30,843</b>	<b>7,037</b>	<b>33,546</b>	<b>6,951</b>	<b>1,143,190</b>
<b>Tenant Services</b>							
Tenant services - salaries			10,000				10,000
FICA/MEDICARE			765				765
Employee-Health Ins.							-
Employee-Retirement			600				600
Tenant Services - Other	1,311		7,502				8,813
<b>Total Tenant Services</b>			<b>18,867</b>				<b>18,867</b>
<b>Utilities</b>							
Water	1,025						1,025
Electricity	6,886						6,886
Gas	2,000						2,000
Sewer	430						430
<b>Total Utilities</b>	<b>10,341</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,341</b>
<b>Maintenance</b>							
Maintenance - Materials	1,275						1,275
Maint.- Garbage and Trash Removal Contracts	800						800
Maint.- Landscape & Grounds Contracts	945						945
Maint. - Janitorial Contracts	13,343						13,343
Maint. - Misc Contracts	1,000						1,000
<b>Total Maintenance</b>	<b>17,363</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17,363</b>
<b>Insurance</b>							
Property Insurance	4,000						4,000
Liability Insurance	6,000						6,000
Workmen's Compensation	6,687		366	67	166	92	7,378
<b>Total Insurance Premium</b>	<b>16,687</b>	<b>-</b>	<b>366</b>	<b>67</b>	<b>166</b>	<b>92</b>	<b>17,378</b>
<b>Total Operating Expenditures</b>	<b>\$ 1,109,204</b>	<b>\$ -</b>	<b>\$ 50,076</b>	<b>\$ 7,104</b>	<b>\$ 33,712</b>	<b>\$ 7,043</b>	<b>\$ 1,207,139</b>
<b>Excess Revenue Over Operating Expenditures</b>	<b>\$ 64,007</b>	<b>\$ 10,642,958</b>	<b>\$ 197,298</b>	<b>\$ 196,651</b>	<b>\$ 433,245</b>	<b>\$ 32,109</b>	<b>\$ 11,566,268</b>
<b>Housing Assistance Payments</b>							
Housing Assistance Payments		10,597,808	197,832	183,330	433,245	37,277	11,449,492
FSS Escrow Deposits		146,000					146,000
Depreciation expense	20,412						20,412
<b>Total Expenditures</b>	<b>\$ 1,129,616</b>	<b>\$ 10,743,808</b>	<b>\$ 247,908</b>	<b>\$ 190,434</b>	<b>\$ 466,957</b>	<b>\$ 44,320</b>	<b>\$ 12,823,043</b>
<b>Excess (Deficiency) of Revenue Over (Under) Expenditures</b>	<b>43,595</b>	<b>(100,850)</b>	<b>(534)</b>	<b>13,321</b>	<b>-</b>	<b>(5,168)</b>	<b>(49,636)</b>
Beginning Balances Operating & HAP reserves	147,773	983,409	200,000	-	-	-	1,331,182
Ending Balance of operating cash & HAP reserves	191,368	882,559	199,466	13,321	-	(5,168)	1,281,546

**Housing Authority of the City of Columbia, Missouri**  
**Public Housing - AMP 1 Budget**  
**January 1, 2023 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

Description	Downtown
Gross Potential Rent	415,354
Vacancy Loss- Rent	(21,788)
Non-Dwelling Rentals	20,400
Laundry Income	10,532
Other Income-Work Orders	9,591
<b>Total Tenant Revenue</b>	<b>434,089</b>
<b>HUD PHA operating grant</b>	<b>462,199</b>
<b>Capital grants</b>	<b>340,360</b>
<b>Net Operating &amp; Capital Grants</b>	<b>802,559</b>
Investment Income	4,051
Other revenue (Fees for Service)	21,118
<b>Total Other Revenue</b>	<b>25,169</b>
<b>TOTAL REVENUE</b>	<b>1,261,817</b>
Administrative salaries	62,117
FICA/MEDICARE	4,752
Employee-Health Ins.	12,946
Employee-Retirement	3,727
Auditing fees	4,800
Management Fees	66,293
Management Fees CFP	34,036
Book-Keeping Fee	10,260
Advertising and Marketing	-
Office Supplies	2,388
Telephone	3,347
Publications	-
Postage	1,532
Computer/IT Expense	10,786
Memberships & Dues	250
Legal Expense	1,500
Staff Training	4,000
Sundry, Miscellaneous	5,130
<b>Total Operating-Administrative</b>	<b>227,864</b>
<b>Asset Management Fee</b>	<b>14,400</b>
Tenant services - salaries	6,396
FICA/MEDICARE	490
Resident Participation Funds	3,000
Tenant Services - Programs	1,200
<b>Total Tenant Services</b>	<b>11,086</b>
Water	31,306
Sewer	30,975
Electricity	15,722
Gas	9,026
<b>Total Utilities</b>	<b>87,029</b>
Maintenance - Labor	217,421
FICA/MEDICARE	16,633
Employee-Health Ins.	39,677
Employee-Retirement	13,046
Maintenance - Materials	54,489
Maint.-Tools & Equipment	2,726
Maint.-Gasoline	7,091
Maint. - Misc Contracts	9,501
Maint.-Trash Removal Contracts	25,279
Maint.-Heating & Cooling Contracts	3,500
Maint.-Landscape/Grounds Contracts	16,934
Maint.- Unit Turnaround / Restoration Contracts	3,000
Maint.- Electrical Contracts	5,100
Maint.- Plumbing Contracts	5,100
Maint.- Extermination Contracts	24,864
Maint. - Janitorial Contracts	5,814
Maint.-Vehicles & Equipment	16,453
<b>Total Maintenance</b>	<b>466,628</b>
Protective services - Labor	28,421
FICA/MEDICARE	2,175
Employee-Health Ins.	3,852
Employee-Retirement	1,706
Protective services supplies	312
<b>Total Protective Services</b>	<b>36,466</b>
Property Insurance	44,950
Liability Insurance	6,400
Workmen's Compensation	6,288
All other Insurance	4,000
<b>Total Insurance Premiums</b>	<b>61,638</b>
Other General Expenses	36,412
Payments in lieu of taxes	30,656
Bad debt - tenant rents	6,049
Extra Ordinary Maintenance	6,000
Interest Expense	2,717
<b>Total Other General Expenses</b>	<b>81,834</b>
<b>Total Operating Expenses</b>	<b>986,945</b>
<b>Excess Revenue Over Operating Expenditures</b>	<b>274,872</b>
Depreciation expense	166,500
Principal payments on EPC Loan	17,446
<b>Excess (Deficiency) of Revenue Over (Under) Expenditures</b>	<b>257,426</b>
Vehicles & Maint. Equipment	25,000
<b>Total Fixed Asset Additions</b>	<b>25,000</b>
<b>Cash Flow After Debt Service &amp; Reserves</b>	<b>232,426</b>

**Housing Authority of the City of Columbia, Missouri**  
**Low-Income Housing Tax Credit Budgets**  
**January 1, 2023 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

Description	Bryant Walkway	Bryant Walkway II	Bear Creek	Oak Towers	Stuart Parker / Paquin	Patriots Place	TOTAL LIHTC
Gross Potential Rent	373,098	228,222	573,086	1,092,252	1,951,080	201,175	4,418,913
Vacancy Loss- Rent	(3,731)	(4,564)	(11,462)	(10,923)	(19,511)	(2,012)	(52,203)
Loss to Lease	(7,462)	(2,282)	(5,731)	(16,384)	(24,389)	(2,012)	(58,260)
Other Income - Cable							-
Non-Dwelling Rentals			21,540		56,275		77,815
Other Income							-
Laundry Income			3,500	19,886	29,900	1,400	54,686
Other Income-Work Orders	2,000	2,000	9,139	3,272	12,825	1,500	30,736
<b>Total Tenant Revenue</b>	<b>363,905</b>	<b>223,376</b>	<b>590,072</b>	<b>1,088,103</b>	<b>2,006,180</b>	<b>200,051</b>	<b>4,471,687</b>
Other Fees (Fees for Service)	1,362	500	2,060	517	2,745	1,000	8,184
<b>Total Fee Revenue</b>	<b>1,362</b>	<b>500</b>	<b>2,060</b>	<b>517</b>	<b>2,745</b>	<b>1,000</b>	<b>8,184</b>
Investment income - unrestricted	1,633	1,353	3,303	3,304	12,658	834	23,085
Investment income - restricted	1,022	353	2,964	4,602	10,016	935	19,892
Other Revenue							-
<b>Total Other Revenue</b>	<b>2,655</b>	<b>1,706</b>	<b>6,267</b>	<b>7,906</b>	<b>22,674</b>	<b>1,769</b>	<b>42,977</b>
<b>TOTAL REVENUE</b>	<b>367,922</b>	<b>225,582</b>	<b>598,399</b>	<b>1,096,526</b>	<b>2,031,599</b>	<b>202,820</b>	<b>\$ 4,522,848</b>
Administrative salaries	40,462	26,859	37,376	90,236	145,140	11,660	351,733
FICA/MEDICARE	3,096	2,055	2,860	6,904	11,104	892	26,911
Employee-Health Ins.	6,810	4,514	6,124	15,297	23,941	1,911	58,597
Employee-Retirement	2,428	1,612	2,243	5,414	8,708	700	21,105
Auditing fees	14,800	14,800	10,600	14,800	13,800	8,500	77,300
Management Fees-CHA BA	21,916	13,433	35,528	65,317	120,536	10,053	266,783
Management Fees-Other	8,696	8,696	8,957	8,957	9,226	9,226	53,758
Trustee Fee	-	-	3,300	3,500	4,240	3,180	14,220
Advertising and Marketing	50	50	50	50	100	50	350
Office Supplies	694	247	980	1,035	2,169	200	5,325
Telephone	1,386	671	1,133	3,930	7,155	2,929	17,204
Postage	447	225	1,025	475	1,531	161	3,864
Computer/IT Expense	1,689	912	10,337	9,017	18,944	900	41,799
Memberships & Dues	140	80	200	350	600	60	1,430
Office Furniture	1,500	-	266	515	994	88	3,363
Legal Expense	300	150	500	1,691	2,493	200	5,334
Staff Training	600	400	785	1,990	2,370	250	6,395
Sundry, Miscellaneous	884	592	1,545	1,957	4,064	655	9,697
Professional Services (compliance)	549	480	900	878	4,286	120	7,213
<b>Total Operating-Administrative</b>	<b>106,448</b>	<b>75,776</b>	<b>124,709</b>	<b>232,313</b>	<b>381,401</b>	<b>51,735</b>	<b>972,382</b>
Tenant services - salaries	2,964	1,872	-	45,760	56,234	-	106,830
FICA/MEDICARE	227	144	-	3,501	4,302	-	8,174
Employee-Health Ins.	-	-	-	7,875	7,899	-	15,774
Employee-Retirement	178	112	-	2,746	3,374	-	6,410
Computer Labs				2,125	2,487		4,612
Resident Participation Funds	1,350	900	1,900	3,675	7,100		14,925
Tenant Services	11,574	6,981	18,415	11,680	34,388	250	83,288
<b>Total Tenant Services</b>	<b>16,293</b>	<b>10,009</b>	<b>20,315</b>	<b>77,362</b>	<b>115,784</b>	<b>250</b>	<b>240,013</b>

**Housing Authority of the City of Columbia, Missouri**  
**Low-Income Housing Tax Credit Budgets**  
**January 1, 2023 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

Description	Bryant Walkway	Bryant Walkway II	Bear Creek	Oak Towers	Stuart Parker / Paquin	Patriots Place	TOTAL LIHTC
Water	10,551	6,860	18,709	19,664	66,545	2,332	124,661
Sewer	10,322	7,571	15,472	13,087	49,317	1,792	97,561
Electricity	4,590	2,118	9,740	106,171	154,356	12,311	289,286
Gas	1,813	1,146	4,044	9,356	18,030	5,420	39,809
<b>Total Utilities</b>	<b>27,276</b>	<b>17,695</b>	<b>47,965</b>	<b>148,278</b>	<b>288,248</b>	<b>21,855</b>	<b>551,317</b>

Maintenance - Labor	34,219	11,407	36,062	98,489	164,601	12,021	356,799
FICA/MEDICARE	2,618	873	2,759	7,535	12,592	920	27,297
Employee-Health Ins.	8,023	2,675	8,032	18,500	34,946	2,678	74,854
Employee-Retirement	2,054	685	2,164	5,910	9,877	722	21,412
Maintenance - Materials	10,489	4,443	28,871	33,144	75,232	5,578	157,755
Maint.-Tools & Equipment	150	100	800	1,000	3,000	500	5,550
Maint.-Gasoline	1,067	268	2,021	869	2,416	60	6,701
Maint. - Misc Contracts	1,891	1,529	23,804	10,012	13,894	11,641	62,771
Maint.-Trash Removal Contracts	10,066	7,964	14,750	26,730	33,532	4,728	97,770
Maint.-Heating & Cooling Contracts	1,000	500	16,211	7,282	4,000	1,000	29,993
Maint.-Snow Removal Contracts				500		1,500	2,000
Maint.-Elevator Maintenance Contracts				16,329	14,945		31,274
Maint.-Landscape/Grounds Contracts	7,639	4,922	9,088	2,961	15,961	2,542	43,113
Maint.- Electrical Contracts	150	100	250	991	1,000	100	2,591
Maint.- Plumbing Contracts	150	200	591	3,932	500	100	5,473
Maint.- Extermination Contracts	5,738	3,784	9,020	30,342	21,243	968	71,095
Maint.-Vehicles & Equipment	3,765	1,182	2,729	2,330	10,060	272	20,338
<b>Total Maintenance</b>	<b>89,019</b>	<b>40,632</b>	<b>157,152</b>	<b>266,856</b>	<b>417,799</b>	<b>45,330</b>	<b>1,016,786</b>

Protective services - Labor						6,002	6,002
FICA/MEDICARE						460	460
Employee-Health Ins.						814	814
Employee-Retirement						361	361
Protective services supplies						100	100
<b>Total Protective Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,737</b>	<b>7,737</b>

Property Insurance	40,950	24,197	70,352	38,264	84,502	13,755	272,020
Workmen's Compensation	1,553	803	1,469	4,690	7,320	594	16,429
All other Insurance	600	215	1,080	960	1,930	210	4,995
<b>Total Insurance Premiums</b>	<b>43,103</b>	<b>25,215</b>	<b>72,901</b>	<b>43,914</b>	<b>93,752</b>	<b>14,559</b>	<b>293,444</b>



**Housing Authority of the City of Columbia, Missouri**  
**Low-Income Housing Tax Credit Budgets**  
**January 1, 2023 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

Description	Bryant Walkway	Bryant Walkway II	Bear Creek	Oak Towers	Stuart Parker / Paquin	Patriots Place	TOTAL LIHTC
Amortized Loan Cost	626	525	15,642	10,171	11,404	6,323	44,691
Taxes	18,891	12,965	21,491	29,154	58,308	7,396	148,205
Bad debt - tenant rents	1,565	894	3,673	3,632	9,600	1,887	21,251
Interest Expense payable from cash flow	15,215	32,108	80,562	110,583	251,598		490,066
Interest Expense-Mortgage	7,758	-	41,842	68,406	196,137	8,398	322,541
<b>Total Other General Expenses</b>	<b>44,055</b>	<b>46,492</b>	<b>163,210</b>	<b>221,946</b>	<b>527,047</b>	<b>24,004</b>	<b>1,026,754</b>
<b>Total Operating Expenses</b>	<b>326,193</b>	<b>215,818</b>	<b>586,252</b>	<b>990,668</b>	<b>1,824,031</b>	<b>165,470</b>	<b>\$ 4,108,433</b>
<b>Excess Revenue Over Operating Expenditures</b>	<b>41,729</b>	<b>9,764</b>	<b>12,147</b>	<b>105,858</b>	<b>207,568</b>	<b>37,350</b>	<b>\$ 414,415</b>
Amortization of Tax Credit Fees	5,691	2,724	4,323	8,645	15,888	1,845	39,116
Depreciation expense	297,743	143,685	225,293	486,336	643,325	123,324	1,919,706
<b>Total Other</b>	<b>303,434</b>	<b>146,409</b>	<b>229,616</b>	<b>494,981</b>	<b>659,213</b>	<b>125,169</b>	<b>1,958,822</b>
<b>Excess (Deficiency) of Revenue Over (Under) Expenditures</b>	<b>(261,705)</b>	<b>(136,645)</b>	<b>(217,469)</b>	<b>(389,123)</b>	<b>(451,645)</b>	<b>(87,819)</b>	<b>\$ (1,544,407)</b>
Principal Payments	(5,298)	-	(38,393)	(59,014)	(70,000)	(11,333)	(184,038)
Replacement Reserve Deposits	(24,921)	(16,719)	(38,914)	(69,520)	(99,511)	(9,157)	(258,742)
Replacement Reserve Withdrawals	-		10,000	45,000	56,000		111,000
Operating Reserves Deposits							-
Operating Reserves Withdrawals							-
<b>Total other financing sources (uses)</b>	<b>(24,921)</b>	<b>(16,719)</b>	<b>(28,914)</b>	<b>(24,520)</b>	<b>(43,511)</b>	<b>(9,157)</b>	<b>(147,742)</b>
Land Purchases							-
Dwelling Building Enhancements	-			35,000	43,000		78,000
Non-Dwelling Building Enhancements					13,000		13,000
Furniture & Equip.-Dwelling				10,000			10,000
Furniture & Equipment-Non-Dwelling							-
Furniture & Equipment-Administrative Purchases					10,000		10,000
504 Enhancements, Dwelling							-
Infrastructure Purchases							-
Vehicles & Maint. Equipment							-
<b>Total Fixed Asset Additions</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>66,000</b>	<b>-</b>	<b>\$ 111,000</b>
<b>Cash Flow After Debt Service</b>	<b>36,047</b>	<b>34,374</b>	<b>53,301</b>	<b>110,534</b>	<b>304,525</b>	<b>35,589</b>	<b>574,369</b>
<b>Security Services to be paid from cash flow</b>							
Salaries	13,240	8,473	18,006	34,953	67,435		142,107
FICA/MEDICARE	1,013	649	1,378	2,674	5,159		10,873
Employee-Health Ins.	1,795	1,149	2,441	4,737	9,139		19,261
Employee-Retirement	795	509	1,081	2,098	4,047		8,530
W/C	265	170	361	700	1,349		2,845
Protective services supplies	156	100	200	294	568		1,318
Vehicle fuel and repairs	192	120	240	480	912		1,944
<b>Security Services paid from cash flow</b>	<b>17,456</b>	<b>11,170</b>	<b>23,707</b>	<b>45,936</b>	<b>88,609</b>		<b>186,878</b>
Projected Interest Expense payable from cash flow	9,895	14,508	20,637	55,641	206,690		307,371

**Housing Authority of the City of Columbia, Missouri**  
**CHA Low-Income Services Budget / Fiscal Year January 1 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

Account Description	21st Century ESSER III	CPS ESSER (9/12/22-06/30/23)	Child Care Food Program	Summer Food Service Program	MAP County Development	HHC	HMUW	ILP(city)	City MAP	Veterans United	MAP Misc	Ambassador Housing (City)	LIHTC	MCBaine	General CHALIS	Elimination Column	TOTAL
Federal Grants	196,181		61,119	16,834													274,134
City Grants								31,533	58,660			-					90,193
Other Governmental Grants					140,410	185,649											326,059
Local Grants		66,276					56,797										123,073
Rental Income														27,228			27,228
Contributions											-						-
Other Income										55,000	-		52,965		51,593	(51,593)	107,965
<b>Total Revenues</b>	<b>\$ 196,181</b>	<b>\$ 66,276</b>	<b>\$ 61,119</b>	<b>\$ 16,834</b>	<b>\$ 140,410</b>	<b>\$ 185,649</b>	<b>\$ 56,797</b>	<b>\$ 31,533</b>	<b>\$ 58,660</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 52,965</b>	<b>\$ 27,228</b>	<b>\$ 51,593</b>	<b>\$ (51,593)</b>	<b>\$ 948,652</b>
Salaries, Director	3,582		7,163			3,582		2,507							4,656		21,490
Salaries, HR															5,128		5,128
Salaries, Prog. Coordinator-MAP-JB	26,153		15,819		9,333				1,424								52,729
Salaries, Prog. Coordinator																	-
Salaries, Case Managers						88,905		14,302					25,641				128,848
Salaries, Case Managers ILP	13,578				12,730	14,003		2,122									42,432
Salaries, Assist. Prog. Coordinators-MF					40,706												40,706
Salaries, Program Assistants PT MAP	41,614	50,182	16,148	6,921	6,945		44,315	5,041	36,718	48,958	-						256,842
Salaries, Van Drivers	2,137	1,848					2,074		1,803	1,199							9,061
Salaries, Accounting	2,924		2,089	2,089	2,674		1,504		2,089						28,408		41,777
Salaries, LIHTC																	-
Salaries, Ambassador housing												-					-
FICA -Director	274	-	548	-	274	274	-	192	-	-	-	-	-	-	356	-	1,918
FICA- HR	-	-	-	-	-	-	-	-	-	-	-	-	-	-	392	-	392
FICA/MEDICARE-MAP-JB	2,001	-	1,210	-	2,001	-	-	-	109	-	-	-	-	-	-	-	5,321
FICA/MEDICARE-Program Coord	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FICA/MEDICARE-Case Managers	-	-	-	-	-	6,801	-	1,094	-	-	-	-	1,962	-	-	-	9,857
FICA/MEDICARE-Case Managers ILP	1,039	-	-	-	1,039	1,071	-	162	-	-	-	-	-	-	-	-	3,311
FICA/MEDICARE - Asst Coord	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FICA/MEDICARE PT MAP	3,183	3,839	1,235	529	3,183	-	3,390	386	2,809	3,745	-	-	-	-	-	-	22,301
FICA/MEDICARE, Van Drivers	163	141	-	-	163	-	159	-	138	92							857
FICA/MEDICARE-Accounting	224	-	160	160	224	-	115	-	160	-	-	-	-	-	2,173	-	3,215
FICA/MEDICARE-LIHTC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Health Insurance - Director	401		737			368		258							1,216		2,980
Health Insurance - HR	780														737		1,517
Health Insurance-MAP-JB	4,098		2,211		1,304				199						-		7,812
Health Insurance-Program Coordinator	-				-										-		-
Health Insurance-Case Managers	-					18,272		2,939					5,270				26,482
Health Insurance-Case Managers PT	-												-				-
Health Insurance-Case Managers ILP	2,497				2,341	2,575		390									7,803
Health Insurance- Asst Coord					7,780												7,780
Health Insurance PT MAP																	-
Health Insurance-Accounting	813		581	581	744		418	-	581	-					7,901		11,619
Health Insurance-LIHTC																	-
Health Insurance-Ambassador Housing												-					-

**Housing Authority of the City of Columbia, Missouri**  
**CHA Low-Income Services Budget / Fiscal Year January 1 - December 31, 2023**  
**FINAL DRAFT 11/09/2022**

Account Description	21st Century ESSER III	CPS ESSER (9/12/22-06/30/23)	Child Care Food Program	Summer Food Service Program	MAP County Development	HHC	HMUW	ILP(city)	City MAP	Veterans United	MAP Misc	Ambassador Housing (City)	LIHTC	McBaine	General CHALIS	Elimination Column	TOTAL
Retirement Benefits- Director	215	-	430	-	-	215	-	150	-	-	-	-	-	-	279	-	1,289
Retirement Benefits- HR	-	-	-	-	-	-	-	-	-	-	-	-	-	-	308	-	308
Retirement Benefits, Coord MAP-JB	1,569	-	949	-	560	-	-	-	85	-	-	-	-	-	-	-	3,164
Retirement Benefits-Program Coor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retirement Benefits-Case Managers	-	-	-	-	-	5,334	-	858	-	-	-	-	1,538	-	-	-	7,731
Retirement Benefits-Case Managers PT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retirement Benefits-Case Managers ILP	815	-	-	-	764	840	-	127	-	-	-	-	-	-	-	-	2,546
Retirement Benefits Asst Coor	-	-	-	-	2,442	-	-	-	-	-	-	-	-	-	-	-	2,442
Retirement Benefits-Accounting	175	-	125	125	160	-	90	-	125	-	-	-	-	-	1,704	-	2,507
Retirement Benefits-LIHTC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Retirement Benefits-Ambassador Housing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Workers Comp Insurance-Director	72	-	143	-	-	72	-	50	-	-	-	-	-	-	93	-	430
Workers Comp Insurance-HR	-	-	-	-	-	-	-	-	-	-	-	-	-	-	103	-	103
Workers Comp Insurance-MAP-JB	523	-	316	-	187	-	-	-	28	-	-	-	-	-	-	-	1,055
Workers Comp Insurance-Program Coor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Workers Comp Insurance-Case Manager	-	-	-	-	-	1,778	-	286	-	-	-	-	513	-	-	-	2,577
Workers Comp Insurance-Case Manager ILP	272	-	-	-	255	280	-	42	-	-	-	-	-	-	-	-	849
Workers Comp Insurance Asst Coor	-	-	-	-	814	-	-	-	-	-	-	-	-	-	-	-	814
Workers Comp Insurance- PT MAP	832	1,004	323	138	139	-	886	101	734	979	-	-	-	-	-	-	5,137
Workers Comp Insurance- Van Drivers	43	37	-	-	-	-	41	-	36	27	-	-	-	-	-	-	184
Workers Comp Insurance-Accounting	58	-	42	42	53	-	30	-	42	-	-	-	-	-	568	-	836
Workers Comp Insurance-LIHTC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Property Mgmt Fees to CHA Bus. Act.														1,500			1,500
Audit Fees															3,000		3,000
Sundries					3,000				1,000						1,677		5,677
Office Supplies	1,500				1,500	1,200			579						500		5,279
Telephone					1,000	922											1,922
Computer/IT Expenses		9,225			900	1,875									3,018		15,018
advertising / marketing															500		500
Travel Expense																	-
Staff Training	4,141				4,000	3,700									1,000		12,841
Media Campaigns/FUNDRAISING															500		500
Contracted Services for Individuals	52,787				4,172												56,959
Program Activities/Supplies	15,875		10,890	6,249	17,133	16,386	934	524	10,000	-							77,991
Memberships & Dues															100		100
Property & Liability Insurance														2,368	4,683		7,051
Unemployment Insurance																	-
Vehicle Insurance															3,675		3,675
Vehicle Maintenance															2,500		2,500
Vehicle Fuel	2,500														1,198		3,698
McBaine - Maint. Materials														1,400			1,400
McBaine - Trash																	-
McBaine - Snow Removal														206			206
McBaine - Grounds Maint.														1,889			1,889
PILOT														2,800			2,800
Admin Fees / Chalis Expenses	9,342				11,891	17,195	2,840						10,325			(51,593)	-
<b>Total Expenditures</b>	<b>196,181</b>	<b>66,276</b>	<b>61,119</b>	<b>16,834</b>	<b>140,410</b>	<b>185,649</b>	<b>56,797</b>	<b>31,533</b>	<b>58,660</b>	<b>55,000</b>	<b>-</b>	<b>-</b>	<b>45,249</b>	<b>10,163</b>	<b>76,374</b>	<b>(51,593)</b>	<b>948,651</b>
<b>Excess (Deficiency) of Revenue Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,716</b>	<b>\$ 17,065</b>	<b>\$ (24,781)</b>	<b>\$ -</b>	<b>\$ -</b>

**Housing Authority of the City of Columbia, Missouri**

**Agency Wide Budget**

Fiscal Year January 1, 2023 - December 31, 2023

FINAL DRAFT 11/09/2022

Description	Downtown Public Housing	Total LIHTC Properties	LIHTC General Partners	Housing Choice Vouchers	Emergency Housing Vouchers	Mainstream Vouchers	Continuum of Care	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	CHA Affordable Housing Development	CHA Business Activities	Central Office Cost Center	Elimination	Total
Net tenant rental revenue	\$ 415,354	\$ 1,913,553								\$ 27,228	14,760					\$ 2,370,895
HAP Assistance	\$ -	\$ 2,505,360													\$ (2,505,360)	\$ -
Vacancy Loss- Rent	(21,788)	(52,203)														(73,991)
Loss to Lease		(58,260)														(58,260)
Other Income - Cable	-	-														-
Non-Dwelling Rentals	20,400	77,815											108,760		(77,815)	129,160
Other Income	-	-											15,537		(15,537)	-
Laundry Income	10,532	54,686														65,218
Other Income-Work Orders	9,591	30,736														40,327
<b>Total tenant revenue</b>	<b>434,089</b>	<b>4,471,687</b>	-	-	-	-	-	-	-	<b>27,228</b>	<b>14,760</b>	-	<b>124,297</b>	-	<b>(2,598,712)</b>	<b>2,473,348</b>
Housing assistance payments				10,641,758	199,772	183,330	444,276	37,277								11,506,413
Ongoing administrative fees earned				1,167,010	27,234	20,425	22,681	1,875								1,239,225
FSS Administrative Fees Earned				-												-
Other Federal Grants										274,134						274,134
HUD PHA operating grants	462,199				20,367				199,791							682,357
Capital grants	340,360															340,360
<b>Total Federal Grants</b>	<b>802,559</b>	-	-	<b>11,808,768</b>	<b>247,373</b>	<b>203,755</b>	<b>466,957</b>	<b>39,152</b>	<b>199,791</b>	<b>274,134</b>	-	-	-	-	-	<b>14,042,489</b>
Capital grants																-
Management Fees PHA														66,293	(66,293)	-
Management Fees CFP														34,036	(34,036)	-
Management Fees HCV														248,734	(248,734)	-
Mgmt Fees CHALIS & Component Units													269,464		(269,464)	-
Asset Management Fee														14,400	(14,400)	-
Book-Keeping Fees PHA														10,260	(10,260)	-
Book-Keeping Fees HCV														158,159	(158,159)	-
Fees for Service	21,118	8,184													(29,302)	-
Developer Fees																-
<b>Total Fee Revenue</b>	<b>21,118</b>	<b>8,184</b>	-	-	-	-	-	-	-	-	-	-	<b>269,464</b>	<b>531,882</b>	<b>(830,648)</b>	-
Other Grants/Income										539,325						539,325
Investment income - unrestricted	4,051	23,085		5,002							6,000	3,285	295,691	5,280	(297,476)	44,918
Investment income - restricted		19,892		-									314,143		(314,143)	19,892
Fraud recovery-unrestricted				1,200												1,200
Fraud recovery-restricted				1,200												1,200
Other revenue		-	200,206							107,965			3,720	15,000	(215,206)	111,685
Gain or loss on sale of fixed assets																-
<b>Total Other Revenue</b>	<b>4,051</b>	<b>42,977</b>	<b>200,206</b>	<b>7,402</b>	-	-	-	-	-	<b>647,290</b>	<b>6,000</b>	<b>3,285</b>	<b>613,554</b>	<b>20,280</b>	<b>(826,825)</b>	<b>718,219</b>
<b>Total Revenue</b>	<b>\$ 1,261,817</b>	<b>\$ 4,522,848</b>	<b>\$ 200,206</b>	<b>\$ 11,816,170</b>	<b>\$ 247,373</b>	<b>\$ 203,755</b>	<b>\$ 466,957</b>	<b>\$ 39,152</b>	<b>\$ 199,791</b>	<b>\$ 948,652</b>	<b>\$ 20,760</b>	<b>\$ 3,285</b>	<b>\$ 1,007,315</b>	<b>\$ 552,162</b>	<b>\$ (4,256,185)</b>	<b>\$ 17,234,057</b>
Administrative salaries	62,117	351,733		334,357	8,320	3,328	8,320	4,576		46,905	-	59,426	386,443	364,500		1,630,026
FICA/MEDICARE	4,752	26,911		25,579	637	255	637	351		3,607	-	4,547	29,563	27,885		124,724
Employee-Health Ins.	12,946	58,597		66,314	1,571	629	1,571	864		13,136	-	8,211	56,112	50,319		270,270
Employee-Retirement	3,727	21,105		20,062	500	200	500	275		2,814	-	3,566	23,187	21,871		97,807
Auditing Fees	4,800	77,300		40,000						3,000	144		4,500	4,500		134,244
Management Fees-COCC	66,293	266,783		248,734	4,320					1,500	1,181				(588,811)	-
Management Fees -Others	34,036	67,978													(34,036)	67,978
Accounting/Book-Keeping Fees	10,260	-		155,459	2,700										(165,719)	2,700
Advertising and Marketing	-	350		500						1,000		200	200	625		2,875
Office Supplies	2,388	5,325		7,750	2,500	100	5,000	100	2,500	5,279		1,000	5,409	7,163		44,514
Telephone	3,347	17,204		5,278	902				600	1,922		1,325	2,560	2,375		35,513

**Housing Authority of the City of Columbia, Missouri**

**Agency Wide Budget**

Fiscal Year January 1, 2023 - December 31, 2023

FINAL DRAFT 11/09/2022

Description	Downtown Public Housing	Total LIHTC Properties	LIHTC General Partners	Housing Choice Vouchers	Emergency Housing Vouchers	Mainstream Vouchers	Continuum of Care	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	CHA Affordable Housing Development	CHA Business Activities	Central Office Cost Center	Elimination	Total
Publications	-	-		-							-			1,150		1,150
Postage	1,532	3,864		13,422	977	100	2,258	100	-	-	12	100	100	775		23,240
Computer/IT Expense	10,786	41,799		40,895	900	325	900	160	1,800	15,018	-	3,288	44,266	34,617		194,754
Memberships & Dues	250	1,430		300						100	-	1,000	1,700	2,000		6,780
Office Furniture & Equipment	-	3,363		-					-	-	-					3,363
Legal Expense	1,500	5,334		-							-	1,500		500		8,834
Staff Training	4,000	6,395		5,003	-		3,000	-	2,000	12,841	-	3,300	3,000	5,352		44,891
Travel	-	-		-	-		-	-	-	-	-					-
Sundry, Miscellaneous	5,130	9,697		25,200	3,000	1,000	4,000	75	1,568	5,677	200	1,000	12,201	9,028		77,776
Port-Out Admin Fees				6,484	2,016											8,500
Professional Services (compliance/inspectio	-	7,213		69,476	2,500	1,100	5,000	450								85,739
<b>Total Operating-Administrative</b>	<b>227,864</b>	<b>972,382</b>	<b>-</b>	<b>1,064,813</b>	<b>30,843</b>	<b>7,037</b>	<b>31,186</b>	<b>6,951</b>	<b>8,468</b>	<b>112,799</b>	<b>1,537</b>	<b>88,463</b>	<b>569,241</b>	<b>532,661</b>	<b>(788,566)</b>	<b>2,865,678</b>
<b>Asset Management Fee</b>	<b>14,400</b>														<b>(14,400)</b>	<b>-</b>
Tenant services - salaries	6,396	106,830			10,000				143,711	552,108	-				-	819,045
FICA/MEDICARE	490	8,174			765				10,993	43,564	-				-	63,986
Employee-Health Ins.	-	15,774							25,122	52,857	-				-	93,752
Employee-Retirement	-	6,410			600				8,623	17,172	-				-	32,805
TV Cable Services & Computer Labs	-	4,612													-	4,612
Resident Participation Funds	3,000	14,925													-	17,925
Tenant Services - Other	1,200	83,288			7,502				-	134,950	-				-	226,940
<b>Total Tenant Services</b>	<b>11,086</b>	<b>240,013</b>	<b>-</b>	<b>-</b>	<b>18,867</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>188,449</b>	<b>800,650</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,259,065</b>
Water	31,306	124,661		1,025						-	185		410	410		157,996
Electricity	30,975	97,561		6,886						-	330		2,755	2,755		141,262
Gas	15,722	289,286		2,000							578		800	800		309,186
Sewer	9,026	39,809		430							271		172	172		49,880
<b>Total Utilities</b>	<b>87,029</b>	<b>551,317</b>	<b>-</b>	<b>10,341</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,364</b>	<b>-</b>	<b>4,136</b>	<b>4,136</b>	<b>-</b>	<b>658,324</b>
Maintenance - labor	217,421	356,799									-					574,220
FICA/MEDICARE	16,633	27,297									-					43,930
Employee-Health Ins.	39,677	74,854									-					114,531
Employee-Retirement	13,046	21,412									-					34,458
Maintenance - Materials	54,489	157,755		1,275					1,400	520		510	510			216,459
Maintenance - Tools & Equipment	2,726	5,550														8,276
Maintenance - Gasoline	7,091	6,701							3,698	-						17,490
Maintenance- Trash Removal Contracts	9,501	97,770		800									320	320		108,711
Maintenance- Heating & Cooling Contracts	25,279	29,993														55,272
Maintenance- Snow Removal Contracts	3,500	2,000							206	-						5,706
Maintenance- Elevator Maintenance	-	31,274														31,274
Maintenance- Landscape & Grounds	-	43,113		945					1,889	2,500		378	378			49,203
Maint.- Unit Turnaround/Restoration	16,934	-														16,934
Maintenance- Electrical Contracts	3,000	2,591														5,591
Maintenance- Plumbing Contracts	5,100	5,473														10,573
Maintenance- Extermination Contracts	5,100	71,095														76,695
Maintenance - Janitorial Contracts	24,864	-		13,343								1,060	4,236	4,236		47,739
Maintenance - Misc Contracts	5,814	62,771		1,000							600		400	400	(29,302)	41,683
Maintenance-Vehicles	16,453	20,338							2,500	-			2,100	600	(15,537)	26,454
<b>Total Maintenance</b>	<b>466,628</b>	<b>1,016,786</b>	<b>-</b>	<b>17,363</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,693</b>	<b>4,120</b>	<b>1,060</b>	<b>7,944</b>	<b>6,444</b>	<b>(44,839)</b>	<b>1,485,199</b>
Protective services - labor	28,421	6,002	142,107													176,530
FICA/MEDICARE	2,175	460	10,873													13,508
Employee-Health Ins.	3,852	814	19,261													23,927
Employee-Retirement	1,706	361	8,530													10,597
Protective services - other	312	100	1,318													1,730

**Housing Authority of the City of Columbia, Missouri**

**Agency Wide Budget**

Fiscal Year January 1, 2023 - December 31, 2023

FINAL DRAFT 11/09/2022

Description	Downtown Public Housing	Total LIHTC Properties	LIHTC General Partners	Housing Choice Vouchers	Emergency Housing Vouchers	Mainstream Vouchers	Continuum of Care	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	CHA Affordable Housing Development	CHA Business Activities	Central Office Cost Center	Elimination	Total
<b>Total Protective Services</b>	<b>36,466</b>	<b>7,737</b>	<b>182,089</b>	-	-	-	-	-	-	-	-	-	-	-	-	<b>224,562</b>
Property Insurance	44,950	272,020		4,000						2,368	780		3,180	1,330		328,628
Liability Insurance	6,400	-		6,000						4,683	100					17,183
Workmen's Compensation	6,288	16,429	2,843	6,687	366	67	166	92	2,874	11,983	-	1,189	7,729	7,291		64,004
All other Insurance	4,000	4,995	965	-						3,675	25	300	17,500	300		31,760
<b>Total Insurance Premiums</b>	<b>61,638</b>	<b>293,444</b>	<b>3,808</b>	<b>16,687</b>	<b>366</b>	<b>67</b>	<b>166</b>	<b>92</b>	<b>2,874</b>	<b>22,709</b>	<b>905</b>	<b>1,489</b>	<b>28,409</b>	<b>8,921</b>	-	<b>441,575</b>
Other General Expenses	36,412	-									-	-	77,815		(92,815)	21,412
Payments in lieu of taxes	30,656	44,691								2,800	1,340					79,487
Real Estate Taxes		148,205														148,205
Bad debt - tenant rents	6,049	21,251														27,300
Extraordinary Maintenance/Other	6,000	-														6,000
Interest Expense payable from cash flow		490,066													(490,066)	-
Interest Expense	2,717	322,541											319,576	-	(319,576)	325,258
<b>Total Other General Expenses</b>	<b>81,834</b>	<b>1,026,754</b>	-	-	-	-	-	-	-	<b>2,800</b>	<b>1,340</b>	-	<b>397,391</b>	-	<b>(902,457)</b>	<b>607,662</b>
<b>Total Operating Expenses</b>	<b>\$ 986,945</b>	<b>\$ 4,108,433</b>	<b>\$ 185,897</b>	<b>\$ 1,109,204</b>	<b>\$ 50,076</b>	<b>\$ 7,104</b>	<b>\$ 31,352</b>	<b>\$ 7,043</b>	<b>199,791</b>	<b>\$ 948,651</b>	<b>9,266</b>	<b>91,012</b>	<b>1,007,121</b>	<b>552,162</b>	<b>\$ (1,750,262)</b>	<b>\$ 7,542,066</b>
<b>Excess Revenue Over Operating</b>	<b>\$ 274,872</b>	<b>\$ 414,415</b>	<b>\$ 14,309</b>	<b>\$ 10,706,965</b>	<b>\$ 197,298</b>	<b>\$ 196,651</b>	<b>\$ 435,605</b>	<b>\$ 32,109</b>	-	<b>\$ 0</b>	<b>11,494</b>	<b>(87,727)</b>	<b>194</b>	<b>0</b>	<b>\$ (2,505,923)</b>	<b>\$ 9,691,991</b>
Housing Assistance Payments	-	-		10,597,808	197,832	183,330	433,245	37,277							(2,505,360)	8,944,132
FSS Escrow Deposits				146,000												146,000
Amortization of Tax Credit Fees		39,116														39,116
Depreciation expense	166,500	1,919,706		20,412						17,412	3,400		26,664	582		2,154,676
<b>Total Other</b>	<b>166,500</b>	<b>1,958,822</b>		<b>10,764,220</b>	<b>197,832</b>	<b>183,330</b>	<b>433,245</b>	<b>37,277</b>	-	<b>17,412</b>	<b>3,400</b>	-	<b>26,664</b>	<b>582</b>	<b>(2,505,360)</b>	<b>11,283,924</b>
<b>Total Expenses</b>	<b>\$ 1,153,445</b>	<b>\$ 6,067,255</b>	<b>\$ 185,897</b>	<b>\$ 11,873,424</b>	<b>\$ 247,908</b>	<b>\$ 190,434</b>	<b>\$ 464,597</b>	<b>\$ 44,320</b>	<b>\$ 199,791</b>	<b>\$ 966,063</b>	<b>\$ 12,666</b>	<b>\$ 91,012</b>	<b>1,033,785</b>	<b>552,744</b>	<b>\$ (4,255,622)</b>	<b>\$ 18,825,990</b>
<b>Net Operating Income/(Loss)</b>	<b>\$ 108,372</b>	<b>\$ (1,544,407)</b>	<b>\$ 14,309</b>	<b>\$ (57,255)</b>	<b>\$ (534)</b>	<b>\$ 13,321</b>	<b>\$ 2,360</b>	<b>\$ (5,168)</b>	<b>\$ -</b>	<b>\$ (17,412)</b>	<b>\$ 8,094</b>	<b>\$ (87,727)</b>	<b>(26,470)</b>	<b>(582)</b>	<b>\$ (563)</b>	<b>\$ (1,591,933)</b>
Debt Payments	(17,446)	(184,038)														(201,484)
Replacement Reserve Deposits	-	(258,742)														(258,742)
Replacement Reserve Withdrawals		111,000														
<b>Total other financing sources (uses)</b>	<b>(17,446)</b>	<b>(331,780)</b>		-	-	-	-	-	-	-	-	-	-	-	-	<b>(349,226)</b>
<b>Cash Flow After Debt Service &amp; Other Financing Sources (Uses)</b>	<b>\$ 292,317</b>	<b>\$ 82,635</b>	<b>\$ 14,309</b>	<b>\$ (36,843)</b>	<b>\$ (534)</b>	<b>\$ 13,321</b>	<b>\$ 2,360</b>	<b>\$ (5,168)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>11,494</b>	<b>(87,727)</b>	<b>194</b>	<b>0</b>	<b>\$ (563)</b>	<b>\$ 764,227</b>
Land Purchases	-	-														-
Dwelling Building Enhancements	-	78,000														78,000
Non-Dwelling Building Enhancements	-	13,000														13,000
Furniture & Equip.-Dwelling	-	10,000														10,000
Furniture & Equipment-Non-Dwelling	-	-														-
Furniture & Equipment-Administrative	-	10,000														10,000
504 Enhancements, Dwelling	-	-														-
Infrastructure Purchases	-	-														-
Vehicles & Maint. Equipment	25,000	-														25,000
<b>Total Assets Additions</b>	<b>25,000</b>	<b>111,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>136,000</b>
<b>Net Change in Operating Funds</b>	<b>267,317</b>	<b>(28,365)</b>	<b>14,309</b>	<b>(36,843)</b>	<b>(534)</b>	<b>13,321</b>	<b>2,360</b>	<b>(5,168)</b>	<b>-</b>	<b>-</b>	<b>11,494</b>	<b>(87,727)</b>	<b>194</b>	<b>0</b>	<b>(563)</b>	<b>628,227</b>



# Housing Authority of the City of Columbia, Missouri

## Board Resolution

### RESOLUTION #2914

**To Approve the Columbia Housing Authority's Agency-Wide Budget for FY 2023 Including the FY 2023 Annual Budgets for the Columbia Housing Authority's Low-Income Housing Tax Credit Properties and the Columbia Housing Authority's 501(c)3 Nonprofit, CHA Low-Income Services, Inc.**

WHEREAS, The Columbia Housing Authority (CHA) has developed an agency-wide budget for FY 2023; and

WHEREAS, The CHA has also developed annual FY 2023 budgets for its six low-income housing tax credit properties; and

WHEREAS, The CHA Board of Commissioners also serves as the Board of Directors for the CHA's 501(c)3 nonprofit organization, CHA Low-Income Services, Inc. and as such has also developed the annual budget for FY 2023 for CHA Low-Income Services, Inc.

WHEREAS, The Columbia Housing Authority (CHA) has developed the CHA's Operating Fund Budget and Capital Fund Budget for the CHA's remaining 120 units of Public Housing; and

WHEREAS, The Columbia Housing Authority (CHA) has developed the CHA's Housing Choice Voucher Budget; and

WHEREAS, The attached budgets for FY 2023 include the CHA's Agency-Wide Budget, budgets for the CHA's low-income housing tax credit properties, and the budget for CHA Low-Income Services, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts Resolution #2913 approving the Columbia Housing Authority's Agency-Wide Budget for FY 2023 including the FY 2023 annual budgets for the Columbia Housing Authority's low-income housing tax credit properties and the Columbia Housing Authority's 501(c)3 nonprofit, CHA Low-Income Services, Inc. as attached hereto and made a part hereof.

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Bob Hutton, Chair

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Randall Cole, Secretary

Adopted November 9, 2022







# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Resolution 2915 Housing Choice Vouchers & Special Programs – 2023 Payment Standards

## Executive Summary

To adopt new payment standards for the Housing Choice Voucher Program based on the new FY2023 Fair Market Rents for the Columbia Metropolitan Area.

## Discussion

Each year in late fall, the U.S. Department of Housing and Urban Development (HUD) issues updated Fair Market Rents (FMR's) for housing markets across the country. These FMR's are based on a survey of rents in that market area and are designed so all participants on the Section 8 Housing Choice Voucher Program can rent a good selection of decent housing throughout the market area. The adjustment of FMR's on an annual basis according to the rental market of the area also helps to ensure that persons using Section 8 Housing Choice Vouchers are not presented with limited choices or concentrated in one area.

HUD allows local Public Housing Authorities (PHA's) to adjust their payment standards for various voucher sizes up to 110% of the FMR's without HUD approval. This allows the PHA to adjust their payment standard to better fit the local market and adjust for variations in the availability of various housing sizes.

In Columbia, there is a shortage of affordable housing. Therefore, CHA staff is recommending increasing the payment standard for all unit sizes to 110% of the FY2023 FMR. Increasing the payment standard will ensure that participants of the Housing Choice Voucher Program are not presented with limited choices or concentration in one area.

PHA's are allowed to increase the payment standards up to 120% annually with HUD's approval. CHA is seeking board approval to submit a request to HUD to increase the 2023 Payment Standards to 120%. This request would take place in early 2023. A copy of the payment standards is included in the packet.

## Suggested Commission Action

Approve Resolution 2915 adopting new payment standards for the Section 8 Housing Choice Voucher Program based on the new FYE 2023 fair market rent for the Columbia Housing Authority.



	0 Bedroom		1 Bedroom		2 Bedrooms		3 Bedrooms		4 Bedrooms		5 Bedrooms	
Total Available Based on Number of Bedrooms	\$ 747.00		\$ 867.00		\$ 1,057.00		\$ 1,419.00		\$ 1,654.00		\$ 1,903.00	
(Use if all utilities are paid by landlord)	UTILS	RENT	UTILS	RENT	UTILS	RENT	UTILS	RENT	UTILS	RENT	UTILS	RENT
<b>Single Family Detached</b>												
Gas Heat, Gas Range, Gas Water Heater	224	523	239	628	290	767	340	1,079	388	1,266	441	1,462
Gas Heat, Electric Range, Gas Water Heater	225	522	241	626	291	766	342	1,077	390	1,264	444	1,459
Gas Heat, Electric Range, Electric Water Heater	228	519	244	623	294	763	344	1,075	392	1,262	444	1,459
Electric Heat, Electric Range, Electric Water Heater	210	537	227	640	277	780	326	1,093	374	1,280	425	1,478
Gas Heat, Gas Range, Electric Water Heater	227	520	242	625	293	764	342	1,077	390	1,264	441	1,462
<b>Apartment</b>												
Gas Heat, Gas Range, Gas Water Heater	207	540	219	648	259	798	300	1,119	339	1,315	379	1,524
Gas Heat, Electric Range, Gas Water Heater	208	539	221	646	260	797	302	1,117	341	1,313	382	1,521
Gas Heat, Electric Range, Electric Water Heater	210	537	224	643	262	795	303	1,116	341	1,313	383	1,520
Electric Heat, Electric Range, Electric Water Heater	185	562	196	671	237	820	278	1,141	317	1,337	360	1,543
Gas Heat, Gas Range, Electric Water Heater	209	538	222	645	261	796	301	1,118	339	1,315	380	1,523
<b>Mobile Home</b>												
Gas Heat, Gas Range, Gas Water Heater			189	678	236	821	283	1,136	330	1,324		
Gas Heat, Electric Range, Gas Water Heater			191	676	237	820	285	1,134	332	1,322		
Gas Heat, Electric Range, Electric Water Heater			194	673	240	817	287	1,132	334	1,320		
Electric Heat, Electric Range, Electric Water Heater			199	668	242	815	284	1,135	326	1,328		
Gas Heat, Gas Range, Electric Water Heater			192	675	239	818	285	1,134	332	1,322		
<b>Duplex (Same as Row House/Townhouse/Semi-Detached)</b>												
Gas Heat, Gas Range, Gas Water Heater	247	500	268	599	316	741	366	1,053	414	1,240	466	1,437
Gas Heat, Electric Range, Gas Water Heater	242	505	261	606	307	750	354	1,065	400	1,254	448	1,455
Gas Heat, Electric Range, Electric Water Heater	223	524	239	628	284	773	330	1,089	375	1,279	421	1,482
Electric Heat, Electric Range, Electric Water Heater	197	550	211	656	258	799	305	1,114	352	1,302	399	1,504
Gas Heat, Gas Range, Electric Water Heater	228	519	246	621	293	764	342	1,077	389	1,265	439	1,464
<b>Row House/Townhouse/Semi-Detached</b>												
Gas Heat, Gas Range, Gas Water Heater	247	500	268	599	316	741	366	1,053	414	1,240	466	1,437
Gas Heat, Electric Range, Gas Water Heater	242	505	261	606	307	750	354	1,065	400	1,254	448	1,455
Gas Heat, Electric Range, Electric Water Heater	223	524	239	628	284	773	330	1,089	375	1,279	421	1,482
Electric Heat, Electric Range, Electric Water Heater	197	550	211	656	258	799	305	1,114	352	1,302	399	1,504
Gas Heat, Gas Range, Electric Water Heater	228	519	246	621	293	764	342	1,077	389	1,265	439	1,464
<b>If the following utilities are furnished, add to rent column:</b>												
Water - Consolidated	28		29		38		46		54		63	
Sewer - Municipal (only choice)	57		58		70		83		95		108	
Trash - Independent	20		20		20		20		20		20	
<b>If the following are not furnished, subtract from rent column:</b>												
Range	11		11		11		11		11		11	
Refrigerator	12		12		12		12		12		12	
<b>Tenant provided A/C: add appropriate amount to rent (see Section 8 Specialist).</b>												

	0 Bedroom		1 Bedroom		2 Bedrooms		3 Bedrooms		4 Bedrooms		5 Bedrooms	
Total Available Based on Number of Bedrooms	\$ 747.00		\$ 867.00		\$ 1,057.00		\$ 1,419.00		\$ 1,654.00		\$ 1,903.00	
(Use if all utilities are paid by landlord)	UTILS	RENT	UTILS	RENT	UTILS	RENT	UTILS	RENT	UTILS	RENT	UTILS	RENT
<b>Single Family Detached House</b>												
Gas Heat, Gas Range, Gas Water Heater	186	561	201	666	247	810	293	1,126	340	1,314	387	1,516
Gas Heat, Electric Range, Gas Water Heater	187	560	203	664	248	809	296	1,123	343	1,311	391	1,512
Gas Heat, Electric Range, Electric Water Heater	191	556	207	660	252	805	299	1,120	347	1,307	393	1,510
Electric Heat, Electric Range, Electric Water Heater	174	573	191	676	237	820	284	1,135	333	1,321	379	1,524
Gas Heat, Gas Range, Electric Water Heater	190	557	205	662	251	806	296	1,123	344	1,310	389	1,514
<b>Apartment</b>												
Gas Heat, Gas Range, Gas Water Heater	168	579	180	687	214	843	249	1,170	286	1,368	319	1,584
Gas Heat, Electric Range, Gas Water Heater	169	578	182	685	215	842	252	1,167	289	1,365	323	1,580
Gas Heat, Electric Range, Electric Water Heater	172	575	186	681	218	839	255	1,164	291	1,363	335	1,568
Electric Heat, Electric Range, Electric Water Heater	147	600	159	708	193	864	231	1,188	268	1,386	314	1,589
Gas Heat, Gas Range, Electric Water Heater	171	576	184	683	217	840	252	1,167	288	1,366	331	1,572
<b>Mobile Home</b>												
Gas Heat, Gas Range, Gas Water Heater			189	678	236	821	283	1,136	330	1,324		
Gas Heat, Electric Range, Gas Water Heater			191	676	237	820	285	1,134	332	1,322		
Gas Heat, Electric Range, Electric Water Heater			194	673	240	817	287	1,132	334	1,320		
Electric Heat, Electric Range, Electric Water Heater			199	668	242	815	284	1,135	326	1,328		
Gas Heat, Gas Range, Electric Water Heater			192	675	239	818	285	1,134	332	1,322		
<b>Duplex (Same as Row House/Townhouse/Semi-Detached)</b>												
Gas Heat, Gas Range, Gas Water Heater	207	540	230	637	272	785	318	1,101	362	1,292	410	1,493
Gas Heat, Electric Range, Gas Water Heater	202	545	223	644	263	794	307	1,112	349	1,305	393	1,510
Gas Heat, Electric Range, Electric Water Heater	192	555	210	657	252	805	299	1,120	343	1,311	389	1,514
Electric Heat, Electric Range, Electric Water Heater	167	580	182	685	226	831	276	1,143	322	1,332	370	1,533
Gas Heat, Gas Range, Electric Water Heater	197	550	217	650	261	796	310	1,109	356	1,298	406	1,497
<b>Row House/Townhouse/Semi-Detached</b>												
Gas Heat, Gas Range, Gas Water Heater	207	540	230	637	272	785	318	1,101	362	1,292	410	1,493
Gas Heat, Electric Range, Gas Water Heater	202	545	223	644	263	794	307	1,112	349	1,305	393	1,510
Gas Heat, Electric Range, Electric Water Heater	192	555	210	657	252	805	299	1,120	343	1,311	389	1,514
Electric Heat, Electric Range, Electric Water Heater	167	580	182	685	226	831	276	1,143	322	1,332	370	1,533
Gas Heat, Gas Range, Electric Water Heater	197	550	217	650	261	796	310	1,109	356	1,298	406	1,497
<b>If the following utilities are furnished, add to rent column:</b>												
Water - Municipal		31		32		41		50		60		69
Sewer - Municipal (only choice)		36		37		42		47		52		57
Trash - Municipal		15		15		15		15		15		15
<b>If the following are not furnished, subtract from rent column:</b>												
Range		11		11		11		11		11		11
Refrigerator		12		12		12		12		12		12
<b>Tenant provided A/C: add appropriate amount to rent (see Section 8 Specialist)</b>												



# Housing Authority of the City of Columbia, Missouri

## Board Resolution

### RESOLUTION #2915

#### **To Adopt Updated Payment Standards for the Section 8 Housing Choice Voucher Program Based on the FYE2023 Fair Market Rents for the Columbia Metropolitan Statistical Area.**

WHEREAS, Each year in late fall, the U.S. Department of Housing and Urban Development (HUD) issues updated Fair Market Rents (FMR's) for housing markets across the country; and

WHEREAS, These FMR's are based on a survey of rents in that market area and are designed so all participants on the Section 8 Housing Choice Voucher Program are able to rent a good selection of decent housing throughout the market area; and

WHEREAS, HUD allows local Public Housing Authorities (PHA's) to request payment standards for various voucher sizes (housing sizes) of up to 120% the FMR's, which allows the PHA to adjust their payment standard to better fit the local market and adjust for variations in the availability of various housing sizes; and

WHEREAS, In Columbia and Boone County, there is a shortage of affordable housing requiring many tenants to pay additional rent outside of CHA's current payment standards; and

WHEREAS, The CHA desires to improve the access of participants in the Section 8 Housing Choice Voucher Program to affordable housing choices by increasing the payment standard 120% of the FMR as detailed in the FY 2023 CHA Payment Standards Chart for Columbia and Boone County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts Resolution #2915 approving new payment standards for the Section 8 Housing Choice Voucher Program Based on 120% FY 2023 fair market rents for the Columbia Metropolitan Statistical Area as attached hereto and made a part hereof.

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Bob Hutton, Chair

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Randall Cole, Secretary

Adopted November 9, 2022





# 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: November 9, 2022

Re: Resolution 2916 Authorizing the Submission of funding requests to City ARPA Community Violence and Workforce Development Applications and local foundations.

## Executive Summary

The attached resolution authorizes the CHA CEO to submit grant applications to the City of Columbia's ARPA Community Violence and Workforce Development Request for Proposals, as well as other local foundation processes. The resolution requires that proposals be directly related to facility renovations at 7 E. Sexton for CMCA's Head Start and Early Head Start Programs, CHA Safety, CHA Family Self-Sufficiency Program and CHA Moving Ahead Program expansion to CHA's Bear Creek community facility.

## Discussion

CHA Property Management, Resident Services and Safety staff have identified the need for additional programming for school aged youth at CHA's Bear Creek development. CMCA has also identified facility needs to expand their Head Start operations as well. CHA staff are recommending moving CMCA from the Bear Creek facility to CHA's new 7 E. Sexton facility that adjoins the Kinney Point development. Both the 7 E. Sexton building and the 7 E. Sexton building have facility investment needs totaling approximately \$360,000. CHA Moving Ahead staff also desire to expand an additional afterschool and summer school programming site to CHA's Bear Creek community facility. CHA staff are requesting to apply for up to \$300,000 for three years for the Moving Ahead operational costs at Bear Creek. The City of Columbia ARPA Workforce Development and Community Violence application processes identify facilities and programming for youth as funding priorities, therefore CHA staff are requesting authorization to apply for the funding requested amounts.

The City of Columbia's ARPA Workforce Development Application includes a priority for upward mobility and increasing income and employment. CHA's Family Self-Sufficiency Program (FSS) directly aligns with City ARPA Workforce Development priorities, therefore is recommending 2-years' worth of funding to cover 1 additional FSS staff. The position could assist CHA in increasing its caseload to justify an additional staff member to be funded by the HUD FSS grant cycle. CHA staff estimate staff and indirect costs at \$137,500 for a 2-year position.

The CHA Safety Department has identified a need for additional enforcement and prevention efforts as described within the City ARPA Community Violence Application process. CHA staff are requesting authorization to upgrade cameras at CHA's Bear Creek development for costs up to \$82,000. The City Community Violence application process also identifies youth programming as a priority, therefore CHA is requesting authorization to apply for up to \$157,940 to cover costs associated with filling one additional Safety Officer position that will include traditional CHA Safety duties, as well as connecting in positive and enriching activities with CHA youth. CHA also intends to apply for 10% in indirect or overhead costs or as allowed by the funder(s).



# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax: 573.443.0051 ♦ [www.ColumbiaHA.com](http://www.ColumbiaHA.com)

A summary of request for authorization to apply for funding is as follows:

7 E. Sexton and Bear Creek Community Facility Upgrades: \$360,000

Bear Creek Moving Ahead 3-Year Operations: \$300,000

2-Year FSS staff member: \$137,500

Bear Creek Camera Upgrades: \$82,000

CHA Safety Staff/Youth Programming: \$157,940

Indirect: \$103,744

**Total: \$1,141,184**

## Suggested Commission Action

Approve Resolution 2916 authorizing the CHA CEO to submit funding requests to the City of Columbia ARPA Community Violence and Workforce Development Application process and to local foundations.





# Housing Authority of the City of Columbia, Missouri

## Board Resolution

### RESOLUTION # 2916

**A Resolution Authorizing the Submission of funding requests to City ARPA Community Violence and Workforce Development Application, local foundations provided the request is for expanding the Moving Ahead Program, family self-Sufficiency Program, CHA Safety, and 7 E. Sexton Facility consistent with goals and objectives identified in CHA's FY 202-2027 PHA Plan and Annual Plan.**

WHEREAS, organizations in Missouri provide funds for a multitude of charitable programs and projects; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, is an eligible applicant for multiple charitable funding processes: and

WHEREAS, the Housing Authority of the City of Columbia, Missouri, has identified approximately \$1,141,184 in facility and three year programming needs consistent with the City ARPA funding process; and

WHEREAS, the Housing Authority of the City of Columbia, Missouri will submit proposals for funding to assist with renovation of 7 E. Sexton, CHA Safety, and expanding the Moving Ahead Program to CHA's Bear Creek community facility space.

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 funding requests to charitable organizations for renovation and expansion of available affordable housing.

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Bob Hutton, Chair

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Randall Cole, Secretary

Adopted November 9, 2022





# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: Affordable Housing Development and Compliance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Affordable Housing Development Report

## Executive Summary

This report provides an overview of current CHA Affordable Housing Development activities.

## Discussion

The Pre-Conditional Reservation Submission for the Kinney Point project was submitted on October 28, 2022. There have been no requests from MHDC for more information to the date of this report. Initial calls with Fulson Housing Group (FHG) regarding bond issuance with Weylin Watson of Gillmore Belle and Tom Duda of Rosenblum Goldenhersh have started. This initial call was to give an idea of the process, answer basic ideas of the project and anticipated date of closing to coordinate the Initial Inducement Resolution and TEFRA Public Hearing. The Tax Equity and Fiscal Responsibility Act (TEFRA) of 1982 includes regulations and rules pertaining to the issuance of tax-exempt bonds, which includes the requirement of a public hearing as part of CHA's process in issuing bonds. An initial call was also held with FHG, Wallace Architects and Crockett Engineering. This call was to also discuss processes and basic ideas of the project, if there were any desired changes, as well as discussion on timeline for the building permit. These calls will be biweekly for the time being.

The Rental Assistance Demonstration (RAD) application for Park Avenue was submitted with two requests for further information regarding utility allowances and the second resident meeting. Weighted averages were provided for the utility allowances and copies of the sign in sheets as well as resident comments were provided per the request. On October 31, 2022 notification the application had been forwarded to the next stage of the approval process was received. As of the date of this report, there has been no further steps provided.

Affordable Housing Development Upcoming Activities:

November

- MHDC Hearing on current tax credit applications November 8, 2022

December 2022

- MHDC announces approved developments for financing on December 9, 2022
- Environmental submission due diligence for Kinney Point due by December 23, 2022
- **Initial Inducement Resolution to Board December 14, 2022**

January 2023

- Firm Submission Due Diligence for Kinney Point due by January 15, 2023
- City of Columbia authorization to release funds for Kinney Point

February 2023

- **TEFRA (Tax Equity and Fiscal Responsibility Act) Public Hearing**

March 2023



# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax: 573.443.0051 ♦ [www.ColumbiaHA.com](http://www.ColumbiaHA.com)

- Anticipated closing of Kinney Point

## Suggested Commission Action

Review and consider the report.



# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: Affordable Housing Operations

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Affordable Housing Report – CHA Public Housing, Project Based Vouchers and LIHTC

## Executive Summary

This report provides a summary of statistics for CHA Public Housing, Project Based Vouchers and LIHTC units for the month of September 2022.

## Discussion

In September, fifteen (15) families moved in and fifteen (15) families moved out. Of the fifteen (15) families that moved out, four (4) families moved to Section 8, two (2) households were terminated, one (1) family moved to the private sector, two (2) moved to a nursing home, one (1) family moved in with family, two (2) households abandoned their unit, one (1) passed away, and two (2) transferred within a property. Out of 742 units there were sixteen (16) vacant as of September 30, 2022 which is an overall occupancy of 97.8%. There was no change from August occupancy rate of 97.8%. Two (2) units were vacant over 60 days. Eight (8) requests for vouchers and fourteen (14) intents to vacate were submitted by participants. Eleven (11) terminations were issued for reasons other than non-payment. Uncollected rents for September increased from August totals by \$780.44. We have approximately 33 participants waiting on their rental assistance from the SAFHR program and approximately 10 in the process of applying for the rental assistance. Our participants have received almost \$50,000.00 in rental assistance from the SAFHR program since April 2022.

## Suggested Commission Action

Review and consider the monthly report.

## Property Management Report for September 2022

Property	Total units	Occupancy % for Sept.	Occupancy (as of 9/30/22)	YTD Occupancy (1/1-9/30/22)	#Vacant units under 0-60 days	#Vacant units over 61 days	Request for voucher	Move-ins (Sept)	Move-outs (Sept)	Unit restores (Sept)	Avg. cost per restore	Billed to tenant at move out	Total work orders	Total \$ Amount billed
Amp 1 - PH	120	94.69%	96.66%	94.18%	3	1	0	3	2	0	N/A	\$280.72	48	\$300.72
Bear Creek	76	97.76%	97.36%	97.41%	2	0	1	1	2	1	\$2,288.00	\$167.03	31	\$544.35
Oak Tower	147	98.79%	99.31%	97.53%	1	0	2	5	3	3	\$497.78	\$0.00	51	\$199.02
Paquin Tower	200	98.98%	100.00%	97.56%	0	0	1	5	2	2	\$502.49	\$579.75	72	\$749.99
Stuart Parker	84	97.22%	96.42%	97.11%	2	1	2	1	2	0	N/A	\$57.33	16	\$88.61
BWW	54	94.81%	94.44%	95.98%	3	0	1	0	1	2	\$1,611.15	\$123.00	17	\$143.00
BWWII	36	98.05%	97.22%	96.03%	1	0	1	0	1	0	N/A	\$0.00	8	\$0.39
Patriot Place	25	92.13%	92.00%	97.86%	2	0	0	0	2	2	\$641.72	\$141.90	15	\$149.16

Property	Total units	TARS uncollected for Sept	delinquent 31-60	delinquent 61-90	delinquent 90+	# rpymnt agrmnts	rpymnt in default	# Accts. with deposit due (Sept)	total Security deposit due (Sept)	# Accts. with deposit due (Aug)	Total security deposit due (Aug)	# Non-pymnt termination issued in September	# other termination issued in September	# Intent to vacate submitted for Sept
Amp 1 - PH	120	\$6,938.60	\$9,005.65	\$4,775.37	\$2,150.71	1	1	31	\$13,625.11	33	\$14,648.11	6	0	4
Bear Creek	76	\$1,798.00	\$1,148.60	\$20.00	\$859.68	0	0	11	\$3,211.09	12	\$3,487.23	2	3	0
Oak Tower	147	\$5,484.80	\$1,010.22	\$819.00	\$719.90	6	1	21	\$7,099.64	23	\$8,705.08	0	4	1
Paquin Tower	200	\$2,570.92	\$15.00	\$0.00	\$2.00	1	0	24	\$5,551.00	29	\$7,386.00	0	4	5
Stuart Parker	84	\$4,608.59	\$921.83	\$358.57	\$5,322.36	3	0	7	\$1,142.00	9	\$1,846.00	1	0	1
BWW	54	\$3,795.80	\$2,517.00	\$2,023.14	\$1,508.83	1	1	13	\$3,318.50	12	\$2,933.50	0	0	2
BWWII	36	\$1,920.71	\$457.00	\$1,994.61	\$0.00	0	0	1	\$273.00	0	\$0.00	0	0	1
Patriot Place	25	\$1,578.03	\$15.00	\$953.65	\$0.00	0	0	N/A	N/A	N/A	N/A	2	0	0

**Affordable Housing Terminations Report - FY2022**

	<i>Failure to Pay</i>	<i>Criminal</i>	<i>Unauthorized Guest</i>	<i>Other</i>	Total Termination Notices	Total Suspended Terminations	Total Vacated Units	Total Unlawful Detainers	Total Unresolved Terminations
<b>Month of January 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	0	0	0	0	0	0	0	0
Bear Creek	1	0	0	1	2	0	0	0	2
Patriot Place	0	0	0	0	0	0	0	0	0
Stuart Parker - Downtown	0	0	0	0	0	0	0	0	0
Stuart Parker - Paquin Tower	6	0	0	0	6	5	0	0	1
Bryant Walkway	0	1	0	0	1	0	0	0	1
Bryant Walkway II	0	0	0	0	0	0	1	0	0
<b>MONTHLY TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>9</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>4</b>
<b>Month of February 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	1	0	0	1	0	0	1	1
Bear Creek	0	0	1	0	1	2	0	0	1
Patriot Place	0	0	0	0	0	0	0	0	0
Stuart Parker - Downtown	0	0	0	0	0	0	0	0	0
Stuart Parker - Paquin Tower	3	0	1	1	5	3	0	0	2
Bryant Walkway	0	0	0	0	0	0	1	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>7</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>4</b>
<b>Month of March 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	2	0	1	3	2	1	1	0
Bear Creek	2	0	0	2	4	4	0	0	0
Patriot Place	0	0	0	0	0	0	0	0	0
Stuart Parker - Downtown	0	0	0	0	0	0	0	0	0
Stuart Parker - Paquin Tower	3	1	0	2	6	2	2	0	2
Bryant Walkway	0	1	0	0	0	0	0	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>5</b>	<b>13</b>	<b>8</b>	<b>3</b>	<b>1</b>	<b>2</b>
<b>Month of April 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	0	0	0	0	0	3	1	0
Bear Creek	0	0	0	0	0	0	0	1	0
Patriot Place	0	0	0	0	0	0	0	0	0
Stuart Parker - Downtown	0	0	0	0	0	0	0	0	0
Stuart Parker - Paquin Tower	5	0	0	0	5	4	0	0	1
Bryant Walkway	0	0	0	0	0	0	0	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>
<b>Month of May 2022</b>									
Downtown - AMP 1	0	1	0	0	1	0	0	0	1
Oak Tower	6	0	0	0	6	0	0	0	6
Bear Creek	2	2	0	0	4	1	0	0	3
Patriot Place	0	0	0	0	0	0	0	0	0
Stuart Parker - Downtown	0	1	0	0	1	0	0	0	1
Stuart Parker - Paquin Tower	2	0	0	0	2	2	0	0	0
Bryant Walkway	0	1	0	0	1	1	0	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>11</b>
<b>Month of June 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	4	0	0	1	5	1	0	0	4
Bear Creek	4	0	1	0	5	5	0	1	0
Patriot Place	0	0	0	0	0	0	0	0	0
Stuart Parker - Downtown	0	0	0	0	0	0	0	1	0
Stuart Parker - Paquin Tower	0	0	0	1	1	0	0	0	1
Bryant Walkway	0	0	0	0	0	0	0	0	0
Bryant Walkway II	0	1	0	0	1	1	0	0	0
<b>MONTHLY TOTAL</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>12</b>	<b>7</b>	<b>0</b>	<b>2</b>	<b>5</b>
<b>Month of July 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	1	0	0	1	0	1	0	0
Bear Creek	4	0	0	1	5	4	0	0	1
Patriot Place	0	0	0	1	1	0	0	0	1
Stuart Parker - Downtown	0	0	0	0	0	0	1	0	0
Stuart Parker - Paquin Tower	2	0	0	0	2	2	0	0	0
Bryant Walkway	0	0	0	0	0	0	0	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Month of August 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	2	0	2	4	0	1	2	0
Bear Creek	0	0	0	0	5	0	0	0	0
Patriot Place	1	0	0	0	1	1	0	0	0
Stuart Parker - Downtown	1	0	0	0	1	0	0	0	0
Stuart Parker - Paquin Tower	0	2	1	1	4	0	0	0	0
Bryant Walkway	0	0	0	0	0	0	0	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>15</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>
<b>Month of September 2022</b>									
Downtown - AMP 1	0	0	0	0	0	0	0	0	0
Oak Tower	0	2	0	2	4	1	2	2	2
Bear Creek	2	3	0	0	5	0	0	0	0
Patriot Place	1	0	0	0	1	0	0	0	0
Stuart Parker - Downtown	0	0	0	0	0	0	0	0	0
Stuart Parker - Paquin Tower	0	2	1	2	5	1	1	0	0
Bryant Walkway	0	0	0	0	0	0	0	0	0
Bryant Walkway II	0	0	0	0	0	0	0	0	0
<b>MONTHLY TOTAL</b>	<b>3</b>	<b>7</b>	<b>1</b>	<b>4</b>	<b>15</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>2</b>







# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Housing Choice Vouchers & Special Programs

## Executive Summary

This memo provides a report of September Housing Choice Voucher (HCV) and Special Program activities.

## Discussion

### **Housing Choice Voucher (HCV) Program**

This memo provides a report of September Housing Choice Voucher (HCV) and Special Program activities. The attached HCV Program Report is contingent on the number of vouchers leased, which is the primary measurement of this program's success. The Housing Programs Department continues to have a need of increasing lease ups; however, staff continues to make progress. CHA added 16 new lease ups in September. There were 10 attritions for a gain of 6 new participants. As of September 30, 2022, CHA had 140 voucher holders searching for homes. Available rental units remain our most significant challenge.

CHA submitted a request to HUD to increase the Payment Standard for the remainder of 2022 to ensure families can find safe, decent housing. On October 19, 2022, CHA received notification from HUD granting permission to increase our current payment standards from 110% to 120% of fair market rent. The change is set to take effect on November 1, 2022. HCV staff have been working diligently to process changes to each tenant's account. The goal is to take the financial burden from families that may be renting a unit outside of the current payment standard and increase the HAP portion CHA pays monthly. This will also help CHA to expend more of the FY2022 HCV funding.

### **HCV Move Out Reasons:**

Took self-off Program – 3

Termination/Unauthorized Guest – 1

Termination/Landlord Eviction – 1

Termination/Vacated unit without notifying CHA - 1

Zero HAP Due to Increased Income (6 Months) - 2

### **Veteran Affairs Supportive Housing (VASH) Program**

The VA has shown an increase in providing chronically homeless Veterans within our community the opportunity to receive program subsidy. The VA is experiencing staffing transitions, however, continues to work towards utilizing the remaining VASH vouchers in providing housing for the community's homeless veterans. As of September 30, 2022, there are 116 households receiving VASH program assistance - 91 HCV + 25 PBV (Patriot Place). CHA currently has 18 HCV VASH new voucher holders searching for homes.



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## **HUD VASH Move Out Reasons:**

Vacated unit without notifying CHA - 1  
Terminated/Landlord Eviction - 1

## **Mainstream Vouchers**

Mainstream Vouchers are reserved for non-elderly disabled individuals. CHA has been awarded 19 Mainstream Vouchers. As of September 30, 2022, CHA has 17 vouchers leased with 3 voucher holders searching for a home. CHA has been awarded an additional 25 mainstream vouchers that become available October 1, 2022. Intake Coordinator has identified an additional 15 families that qualify for the mainstream voucher. Families pending intake and briefing.

## **Mainstream Move Out Reasons:**

N/A

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

CHA continues to provide Continuum of Care Program vouchers to the most vulnerable chronically homeless individuals within our community. Each year CHA experiences an increase in homeless individuals and families needing safe, decent, and sanitary housing. As of September 30, 2022, CHA had 64 households receiving COC program assistance, and our target is 67. The increase in the Payment Standards will affect the target number as more HAP funds are expended for rents.

The applicants must be added to the waitlist through the BCCEH via a “coordinated entry” system as prescribed by the MO Balance of State, Continuum of Care. As the applicants are homeless, there are often additional barriers such as locating individuals for processing. CHA currently has 15 voucher holders looking for homes.

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

Terminated/Unauthorized Guest - 1  
Zero HAP - 1  
Terminated/non-compliance – 2

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

CHA currently has 51 Emergency Housing Vouchers with 38 leased and 18 others with vouchers and looking for housing. Just as required with the CoC program, the applicants must be added to the waitlist through the Boone County Coalition to End Homelessness (BCCEH) via a “coordinated entry” system as prescribed by the MO Balance of State, Continuum of Care. The BCCEH has made great strides to connect these vouchers with families that better meet the criteria for the EHV voucher program.

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

N/A



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

CHA currently has 18 participants on this program and the target to utilize remaining funding is 24. The “Target Number of Vouchers” can be a little deceiving due to the factors in the “target” calculation: (1) remaining funding available (2) remaining number of months, and (5) the current month’s HAP payment, but the current month’s HAP payment is not consistent as the amount of security deposits and adjustments paid fluctuates from month to month. Special Program Specialist has pulled the remainder applicants from the TBRA waitlist. CHA staff are planning to reopen the TBRA waitlist November 2022.

As this funding is through December 31, 2022, CHA still has 3 months to make monthly adjustments in maintaining a desired number of vouchers leased to expend all funding.

## **Move Out Reasons:**

N/A

Suggested Commission Action
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Review and consider Report

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

September 30, 2022

HOUSING CHOICE VOUCHER = HCV + VASH + MAINSTREAM + PORT-INS																	ATTRITION RATE							
Month	Funds Available Through the End of the Calendar Year	Project Monthly Funds Available	Average Tenant Payment	Average HAP Payment	Total HAP Payment (includes Actual & Anticipated)	HAP Over/(Under) Authorized	Current Vouchers in Lease	Total Vouchers Available per Month	YTD Vouchers Leased	Target Number of Vouchers	Number of Vouchers Over/Under Authorized	YTD Number of Vouchers Over/(Under) Authorized	Newly Leased this Month	Current Vouchers (Looking)	Vouchers	Funding	Vouchers	Funding	Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Percent of Total Vouchers Leased		
																	Utilization		YTD Utilization					
Jan-22	\$ 7,909,344	\$ 659,112	\$ 193.09	\$ 585	\$ 625,732	\$ (33,380)	1,069	1,212	1,069	1,131	(62)	(62)	12	88	88%	95%	88%	95%	10	0.9%	10	0.9%		
Feb-22	\$ 7,283,612	\$ 662,147	\$ 194.45	\$ 572	\$ 613,487	\$ (82,039)	1,072	1,212	2,141	1,166	(94)	(156)	6	81	88%	93%	88%	94%	-	0.0%	5	0.5%		
Mar-22	\$ 6,670,125	\$ 667,012	\$ 199.86	\$ 574	\$ 608,854	\$ (58,159)	1,060	1,212	3,201	1,173	(113)	(268)	15	104	87%	91%	88%	93%	8	0.8%	6	0.6%		
Apr-22	\$ 6,061,271	\$ 673,475	\$ 170.65	\$ 570	\$ 608,236	\$ (65,239)	1,067	1,212	4,268	1,196	(129)	(397)	23	114	88%	90%	88%	92%	4	0.4%	6	0.5%		
May-22	\$ 5,453,035	\$ 681,629	\$ 206.69	\$ 564	\$ 603,435	\$ (78,195)	1,069	1,212	5,337	1,227	(158)	(555)	14	127	88%	89%	88%	92%	9	0.8%	6	0.6%		
Jun-22	\$ 4,849,600	\$ 692,800	\$ 202.62	\$ 571	\$ 613,631	\$ (79,169)	1,074	1,212	6,411	1,236	(162)	(717)	22	118	89%	89%	88%	91%	7	0.7%	6	0.6%		
Jul-22	\$ 4,235,969	\$ 705,995	\$ 199.19	\$ 571	\$ 610,468	\$ (95,527)	1,069	1,212	7,480	1,270	(201)	(918)	15	120	88%	86%	88%	90%	12	1.1%	7	0.7%		
Aug-22	\$ 3,625,501	\$ 725,100	\$ 203.24	\$ 566	\$ 605,676	\$ (119,424)	1,070	1,212	8,550	1,334	(264)	(1,181)	7	123	88%	84%	88%	90%	8	0.7%	7	0.7%		
Sep-22	\$ 3,019,825	\$ 754,956	\$ 173.23	\$ 553	\$ 591,887	\$ (163,069)	1,070	1,212	9,620	1,463	(393)	(1,574)	16	140	88%	78%	88%	88%	10	0.9%	8	0.7%		

The purpose of this Management Report is to provide an overview of the Section 8 Housing Choice Voucher program. The report provides information on budget and voucher utilization as well as program trends and statistics.

**Funds Available Through The End of the Year:** The funds available through the end of the year is the projected amount of funding remaining for the Section 8 program. This is a projected number because the actual number is subject to change depending upon what HUD actually authorizes on a monthly basis.

**Projected monthly funds available:** This is the projected amount of funding the program will have available for that month.

**Average Tenant Payment:** Based upon our total tenant payments and our total number of vouchers, this is the average amount each tenant will pay out of pocket for rent.

**Average Housing Assistance Payment (HAP) Per Voucher:** This is the average HAP per voucher under lease for the current month based upon the total HAP for the current month divided by the number of vouchers under lease.

**Total Housing Assistance Payment (HAP):** This is the actual and anticipated amount of HAP paid out for that month.

**Housing Assistance Payment (HAP) Over/Under Authorized:** This amount HAP that is over or under authorized based on the current monthly budget and average HAP payment per voucher.

**Current Vouchers in Lease:** This is the number of current vouchers in lease for the Section 8 program on the last day of the month.

**Total vouchers available = 1132**

**Target Number of Vouchers:** target number of vouchers the program should have in lease for that particular month based upon the current monthly budget and average HAP payment per voucher.

**Number Vouchers Over/Under Authorized:** This is the number of vouchers the program has over authorized or under authorized for that particular month based upon the target number of vouchers.

**Newly Leased This Month:** This is the number of new vouchers that have been utilized to lease up within this month.

**Current Vouchers Looking:** This is the current numbers of vouchers that have been issued and the voucher holder is searching for a unit.

**Homeownership:** Current number of homeownership vouchers

**Family Self Sufficiency Participants (FSS):** Current number of participants involved in the Section 8 Family Self Sufficiency Program.

## Section 8 - RAD Project Based Voucher (RAD-PBV) Program - Monthly Management Report

September 30, 2022

RAD PROJECT BASED VOUCHER (RAD-PBV)																			ATTRITION RATE			
Month	Funds Available Through the End of the Calendar Year	Project Monthly Funds Available	Average Tenant Payment	Average HAP Payment	Total HAP Payment (includes Actual & Anticipated)	HAP Over/(Under) Authorized	Current Vouchers in Lease	Total Vouchers Available per Month	YTD Vouchers Leased	Target Number of Vouchers	Number of Vouchers Over/(Under) Authorized	YTD Number of Vouchers Over/(Under) Authorized	Newly Leased this Month	Current Vouchers (Looking)	Vouchers	Funding	Vouchers	Funding	Monthly Attrition	Percent of Total Vouchers Leased	Average YTD Attrition	Percent of Total Vouchers Leased
															Utilization		YTD Utilization					
Jan-22	\$ 2,300,000	\$ 191,667	\$ 205.20	\$ 333	\$ 198,733	\$ 7,066	569	597	569	597	(28)	(28)	11	-	95.3%	103.7%	95.3%	103.7%	6	1.1%	6	1.1%
Feb-22	\$ 2,101,267	\$ 191,024	\$ 206.68	\$ 335	\$ 199,806	\$ 8,782	573	597	1,142	597	(24)	(52)	7	-	96.0%	104.6%	95.6%	104.1%	3	0.5%	5	0.8%
Mar-22	\$ 1,901,461	\$ 190,146	\$ 211.04	\$ 336	\$ 200,417	\$ 10,271	575	597	1,717	597	(22)	(74)	17	-	96.3%	105.4%	95.9%	104.6%	12	2.1%	7	1.2%
Apr-22	\$ 1,701,044	\$ 189,005	\$ 189.60	\$ 338	\$ 201,536	\$ 12,531	578	597	2,295	597	(19)	(93)	12	-	96.8%	106.6%	96.1%	105.1%	6	1.0%	7	1.2%
May-22	\$ 1,499,508	\$ 187,439	\$ 214.73	\$ 339	\$ 202,263	\$ 14,825	582	597	2,877	597	(15)	(108)	10	-	97.5%	107.9%	96.4%	105.6%	11	1.9%	8	1.3%
Jun-22	\$ 1,297,245	\$ 185,321	\$ 214.15	\$ 333	\$ 198,574	\$ 13,253	582	597	3,459	597	(15)	(123)	9	-	97.5%	107.2%	96.6%	105.9%	8	1.4%	8	1.3%
Jul-22	\$ 1,098,671	\$ 183,112	\$ 211.74	\$ 331	\$ 197,419	\$ 14,308	580	597	4,039	597	(17)	(140)	8	-	97.2%	107.8%	96.6%	106.2%	6	1.0%	7	1.3%
Aug-22	\$ 901,252	\$ 180,250	\$ 214.51	\$ 326	\$ 194,818	\$ 14,567	582	597	4,621	597	(15)	(155)	7	-	97.5%	108.1%	96.8%	106.4%	6	1.0%	7	1.3%
Sep-22	\$ 706,434	\$ 176,608	\$ 193.95	\$ 329	\$ 196,662	\$ 20,054	583	597	5,204	597	(14)	(169)	10	-	97.7%	111.4%	96.9%	107.0%	8	1.4%	7	1.3%

The purpose of this Management Report is to provide an overview of the Section 8 Housing Choice Voucher program. The report provides information on budget and voucher utilization as well as program trends and statistics.

**Funds Available Through The End of the Year:** The funds available through the end of the year is the projected amount of funding remaining for the Section 8 program. This is a projected number because the actual number is subject to change depending upon what HUD actually authorizes on a monthly basis.

**Projected monthly funds available:** This is the projected amount of funding the program will have available for that month.

**Average Tenant Payment:** Based upon our total tenant payments and our total number of vouchers, this is the average amount each tenant will pay out of pocket for rent.

**Average Housing Assistance Payment (HAP) Per Voucher:** This is the average HAP per voucher under lease for the current month based upon the total HAP for the current month divided by the number of vouchers under lease.

**Total Housing Assistance Payment (HAP):** This is the actual and anticipated amount of HAP paid out for that month.

**Housing Assistance Payment (HAP) Over/Under Authorized:** This amount HAP that is over or under authorized based on the current monthly budget and average HAP payment per voucher.

**Current Vouchers in Lease:** This is the number of current vouchers in lease for the Section 8 program on the last day of the month.

**Total vouchers available = 1132**

**Target Number of Vouchers:** target number of vouchers the program should have in lease for that particular month based upon the current monthly budget and average HAP payment per voucher.

**Number Vouchers Over/Under Authorized:** This is the number of vouchers the program has over authorized or under authorized for that particular month based upon the target number of vouchers.

**Newly Leased This Month:** This is the number of new vouchers that have been utilized to lease up within this month.

**Current Vouchers Looking:** This is the current numbers of vouchers that have been issued and the voucher holder is searching for a unit.

**Homeownership:** Current number of homeownership vouchers

**Family Self Sufficiency Participants (FSS):** Current number of participants involved in the Section 8 Family Self Sufficiency Program.



## Section 8 - Tenant Based Rental Assistance - Monthly Management Report

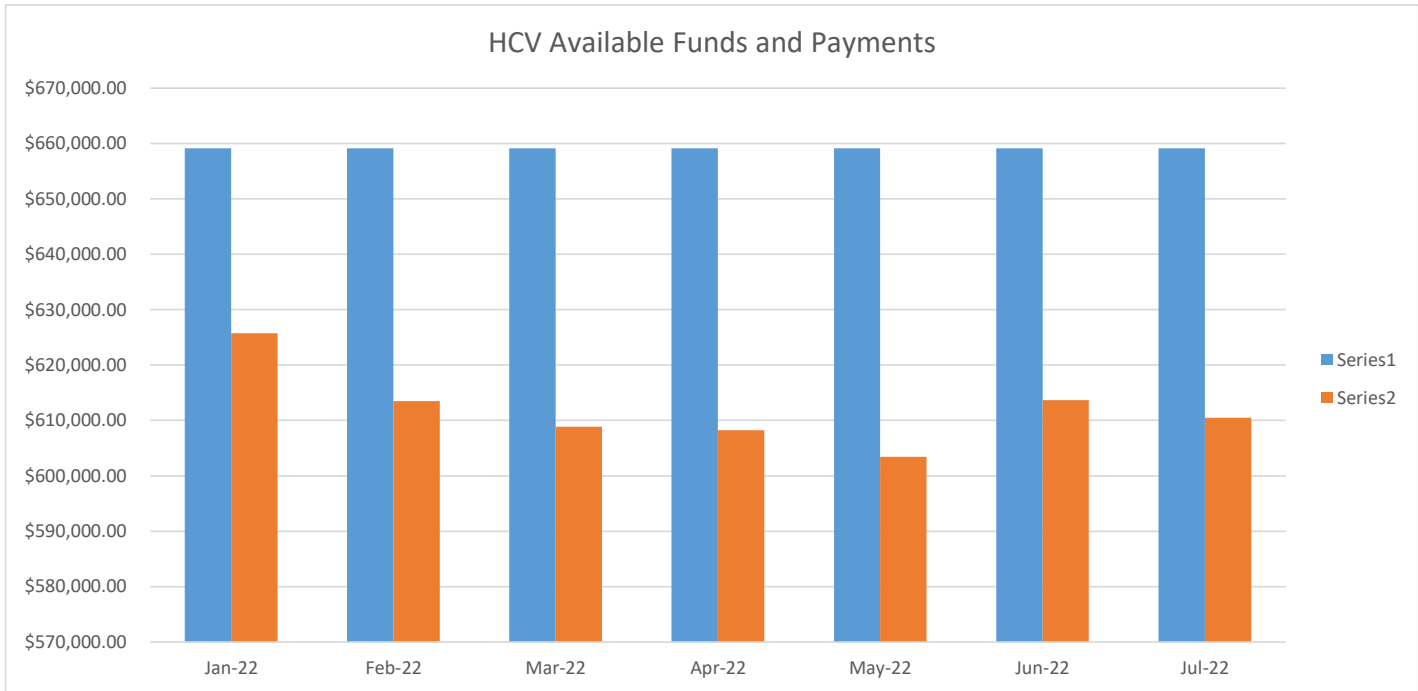
**September 30, 2022**

Tenant Based Rental Assistance (TBRA)											
Month	Funds Available Through December 31, 2022	Projected Monthly Funds Available	Average Tenant Payment	Ave. HAP Payments + Deposits/Adjustment	Total Request (TRA+UAP+Dep/Adj)	HAP's Over/(Under) Authorized	Current Vouchers in Lease	Target Number of Vouchers	Number of Vouchers Over/(Under) Authorized	Vouchers Issued	
Jan-21	\$ 285,000	\$ 11,875	\$ 189.00	\$ 692	\$ 692	\$ (11,183)	1	17	(16)	9	
Feb-21	\$ 284,308	\$ 12,361	\$ 176.17	\$ 438	\$ 438	\$ (11,923)	1	28	(27)	0	
Mar-21	\$ 283,870	\$ 12,903	\$ 169.38	\$ 436	\$ 873	\$ (12,030)	2	30	(28)	6	
Apr-21	\$ 282,997	\$ 13,476	\$ 158.00	\$ 680	\$ 2,720	\$ (10,756)	4	20	(16)	0	
May-21	\$ 280,277	\$ 14,014	\$ 158.22	\$ 694	\$ 8,334	\$ (5,680)	12	20	(8)	0	
Jun-21	\$ 271,943	\$ 14,313	\$ 152.17	\$ 574	\$ 7,457	\$ (6,856)	13	25	(12)	4	
Jul-21	\$ 264,487	\$ 14,694	\$ 146.07	\$ 1,148	\$ 16,079	\$ 1,385	14	13	1	3	
Aug-21	\$ 248,408	\$ 14,612	\$ 152.31	\$ 594	\$ 8,320	\$ (6,292)	14	25	(11)	0	
Sep-21	\$ 240,088	\$ 15,005	\$ 135.86	\$ 717	\$ 10,751	\$ (4,255)	15	21	(6)	2	
Oct-21	\$ 229,337	\$ 15,289	\$ 135.86	\$ 636	\$ 10,174	\$ (5,115)	16	24	(8)	2	
Nov-21	\$ 219,163	\$ 15,654	\$ 132.32	\$ 687	\$ 13,048	\$ (2,606)	19	23	(4)	0	
Dec-21	\$ 206,115	\$ 15,855	\$ 142.71	\$ 1,112	\$ 23,349	\$ 7,494	21	14	7	0	
Jan-22	\$ 182,766	\$ 15,230	\$ 127.55	\$ 739	\$ 15,515	\$ 285	21	21	0	0	
Feb-22	\$ 167,251	\$ 15,205	\$ 118.37	\$ 606	\$ 12,125	\$ (3,080)	20	25	(5)	0	
Mar-22	\$ 155,126	\$ 15,513	\$ 110.07	\$ 607	\$ 11,534	\$ (3,979)	19	26	(7)	0	
Apr-22	\$ 143,592	\$ 15,955	\$ 116.08	\$ 618	\$ 11,124	\$ (4,831)	18	26	(8)	1	
May-22	\$ 132,468	\$ 16,558	\$ 157.50	\$ 568	\$ 9,083	\$ (7,475)	16	29	(13)	3	
Jun-22	\$ 123,385	\$ 17,626	\$ 158.31	\$ 690	\$ 12,426	\$ (5,200)	18	26	(8)	2	
Jul-22	\$ 110,959	\$ 18,493	\$ 161.87	\$ 608	\$ 10,951	\$ (7,542)	18	30	(12)	3	
Aug-22	\$ 100,008	\$ 20,002	\$ 173.57	\$ 637	\$ 11,457	\$ (8,545)	18	31	(13)	3	
Sep-22	\$ 88,551	\$ 22,138	\$ 133.71	\$ 668	\$ 12,031	\$ (10,107)	18	33	(15)	3	
Oct-22											
Nov-22											
Dec-22											



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

**September 2022**







# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, Missouri 65203

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

Department Source: Resident Services

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Monthly Resident Services Report

## Executive Summary

This report summarizes the Resident Services Department's activities for October 2022.

## Discussion

The CHA Resident Services Department continued to provide supportive services in each of the separate programs corresponding properties or populations served. Updated data on services provided and populations served is provided in the tables below:

### **ROSS Service Coordinator Program (ROSS) – Serving Active ROSS Participants in Public Housing**

The ROSS Service Coordinator completed the required threshold of 50 participant assessments by the October 31<sup>st</sup> deadline for the current ROSS grant provided through HUD. The ROSS Service Coordinator will continue to work with CEO to submit the final report for the previous 3-year ROSS grant. The ROSS Service Coordinator and CEO will be working to complete a report prior to hiring a new Director of Resident Services.

Total Households that Qualify for ROSS	118
Total ROSS Participants	51
New as of Last Report	11

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

CHA FSS staff continued to enroll participants into the program in October and completed 11 new enrollments. FSS staff has also made progress on identifying participants that are interested in homeownership and may be a good candidate for the home CHA plans to build at 207 Lynn.

Current Participants (10/31/22)	127
New Enrolls (October)	11
Exits (October)	1
Graduates (October)	2
Employed (10/31/22)	66
With Escrow (10/31/22)	44
Graduated (year to date)	13



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

The CHA CEO staff completed corrections and clarifications to County Interim Reports and the current HHC proposal to the County. HHC staff and MAP staff aided in compiling response data. The CHA CEO worked directly with HHC staff and MAP staff to develop a post assessment survey tool that incorporates data collection on required outcomes CHA formally committed to within the current CHA/County Agreement. HHC staff are on an improved trajectory to meet grant outcome documentation requirements identified in CHA's proposal and as stipulated within the agreement.

Total PBV Residents (thru October 31st)	140
Total HCV Participants (October 31st)	457
Total Qualified Families (October 31st)	597
Units of Service provided (October)	1,843
Unduplicated Services (October)	57

## **Independent Living Program (ILP) – Serving 55 & Over and Persons with Disabilities, PBV & HCV – Excluding Paquin Tower & Oak Tower**

<b>ILP Participants (HCV &amp; PBV)</b>	
Total PBV Residents (thru October 31st)	141
Total HCV Participants (thru October 31st)	410
Total Qualified Families (thru October 31st)	631
Units of Service provided (October)	1,213
Unduplicated Services (October)	32

## **Independent Living Program (ILP) + Serving 55 & Over and Persons with Disabilities Paquin Tower & Oak Towers only + all other Residents at the Towers**

CHA staff continued to provide supportive services to Oak and Paquin residents in October. CHA staff in both Towers conducted Halloween parties and other events in October. Towers staff has planned and announced Holiday events for residents in November and December.

<b>ILP Participants (Towers)</b>	
Total Qualified Individuals (thru October 31)	340
Units of Service provided (October)	1,066
Unduplicated Services (October)	347



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## **Food Distribution**

CHA staff continued to provide a significant level of services as it relates to food through the Annie Fisher Food Pantry & Bear Creek Share Shelf. CHA staff also hired a new food pantry worker that begins working the week of November 7<sup>th</sup>.

<b>Location (September)</b>	<b>People / Household Served</b>	<b>Pounds of Food</b>
Annie Fisher Food Pantry & Bear Creek	620/307	7,344
Oak Towers	83/83	3,505
Paquin Towers	76/76	3,919

## **Moving Ahead Program (MAP) Afterschool and Summer Program for Students and their Parents**

The Moving Ahead Program continued to provide an increased level of service for afterschool programming needs of CHA Participant children and other qualified children. MAP staff have also been working to assist the CEO in responding to proposal clarifications to the County and identifying collaborative opportunities for HHC Program staff and participants. MAP staff regularly conducts family development events and classes for MAP families. CHA's current HHC agreement also stipulates family development activities for HHC participants. MAP staff are working with HHC staff to collaborate and share MAP Family Development programming information with HHC participant households that do not participate in the MAP program.

<b>Participants – Out of School</b>	<b>(Boone County, City of Columbia, United Way)</b>
Total Unduplicated Students (as of Sept 30)	144
Active Students (in September)	114
Units of Service Provided (in September)	4,274

<b>Development Programs</b>	<b>(Boone County)</b>
Units of Services Provided, Support Groups	208
Units of Services Provided, Family Education	14
Units of Services Provided, Family Develop	53

Recommended Commission Action

Read and review Monthly Report.





# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia MO 65203

Office: 573.443.2556 Fax: 573.443.0051 TTY: 800.735.2966

www.ColumbiaHA.com

Department Source: Safety

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: November 9, 2022

Re: Safety Report

## Executive Summary

This report provides a brief overview of Safety Department Activity September 1, 2022, thru September 30, 2022.

## Discussion

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2021	November 2021	December 2021
Bear Creek	5	1	5	6	4	4	5	9	5	9	1	3
Bryant Walk	4	3	2	2	2	1	2	3	3	4	5	4
Downtown	12	5	6	7	4	2	6	9	13	11	6	6
Oak Towers	13	16	13	14	10	12	7	6	9	16	23	17
Patriot Place	0	1	3	0	3	2	4	5	2	3	0	3
Paquin Towers	24	24	26	14	10	10	13	15	11	26	34	20
Stuart Parker	2	0	3	1	0	1	4	7	1	3	3	3
misc							0		0	5		
<b>Total</b>	60	50	58	44	33	32	41	45	44	77	72	56

## Yearly Totals for CHA Safety Reports

## Joint Communications Log for September 2022

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2021	November 2021	December 2021
Columbia Police Response	94	86	91	98	91	85	93	94	108	92	95	113
Columbia Police Reports	15	11	14	11	10	13	16	17	11	12	11	22
Fire/Ems	105	61	93	79	90	74	92	80	77	104	95	117
<b>Total</b>	214	158	198	188	191	172	201	191	196	208	201	252

## Safety Department New Resident Move in meetings

6 New residents move in meetings by S.O. Forck

## Safety Department other activities:

Paquin Labor Day BBQ

## Suggested Commission Action

Review and consider Report.



# Columbia city leaders want to replace old public housing units with COVID funding

by Mark Slavit

Tuesday, September 6th 2022





*Columbia city leaders wanted to use \$2 million in COVID relief funding Tuesday to replace 70 public housing units on Park Avenue. (Mark Slavitt/KRCG 13)*

COLUMBIA — Columbia city leaders wanted to use \$2 million in COVID relief funding Tuesday to replace 70 public housing units on Park Avenue. The public housing units on Park Avenue were built in 1964. City leaders said the units have sinking foundations, electricity problems, collapsing sewer lines and poor accessibility for people in wheelchairs.

Molly Johnson and her husband Brett had lived in one of the public housing units on Park Avenue for about 13 years. Johnson said the replacement of the units was overdue. She said her wheelchair could barely navigate through her home.



Johnson said, "These are all so dilapidated and old. They are just falling apart around us. They're falling apart faster than maintenance can do anything. Not to mention the fact the unit that I'm in right now is ADA renovated. The hallway is not big enough. The rooms are not big enough. The shower is definitely not big enough."

Columbia Housing Authority administrators planned to renovate and operate the new units using \$2 million in COVID relief funds from the city and another \$20 million from the U.S. Department of Housing and Urban Development. The \$22 million proposal called for the demolition of 70 old properties on Park Avenue and the construction of 79 new units. City leaders said people living in the old units were first in line for moving into the new units.

Columbia Housing Authority CEO Randy Cole said, "Of the 597 that we've renovated, 98% of the residents have chosen to come back. They have first priority to come back because our residents like living in CHA property and we like them living there, too."

Cole said once city leaders secured \$22 million worth of funding, Columbia's 79 new public housing units should be ready for low-income families and individuals within the next 3 years.



# Columbia Housing Authority plans renovation of public housing units

• BY TEDDY MAIORCA

Sep 9, 2022

## CHA plans renovation of public housing units

The Boone County Commissioners plan to commit \$5 million to the Columbia Housing Authority for the renovation of public housing on Park Avenue. The City of Columbia pledged \$2 million to the project.



Source: Columbia Housing Authority

TEDDY MAIORCA/Missourian

## Commissioners commit \$5 million for low income housing

The Park Avenue project has gained a combined \$7 million in commitments from the city and county this



COLUMBIA DAILY TRIBUNE

# Columbia Housing Authority seeks tax credits for Park Avenue housing construction project



**Charles Dunlap**

Columbia Daily Tribune

Sept. 13, 2022

[View Comments](#)



The Columbia Housing Authority wants to provide upgraded accommodations to residents in housing along Park Avenue in a \$22 million project.

To do this, it needed a resolution of support from the Columbia City Council. The housing authority received that support last week.

The housing authority now can go after 9% Low-Income Housing Tax Credits (LIHTC) for the replacement of 70 downtown public housing units with new construction.

The tax credit application is due by Sept. 23. The housing authority will meet Tuesday with the Boone County Commission on a similar resolution proposal.

The renovations and plans include the addition of seven additional affordable housing units. If the housing authority's application with the state is successful, construction should complete by July 2024.

"It does help with the applications that get submitted to the state to have the governing body support. That is why the resolution is in front of you," said Nancy Thompson, city attorney at the council's Sept. 6 meeting.

The housing authority also sought up to \$2 million in American Rescue Plan Act funds. An amendment to the resolution by Mayor Barbara Buffaloe for this funding request was approved for the project.

The monetary commitment also gives further support to the success of an LIHTC application, she said, answering a question from First Ward council member Pat Fowler.

"We need the money obligated because if not, then we don't have the money to leverage additional money in the form of tax credits," said Bob Hutton, housing authority board chair, adding the seven new units will go toward providing housing for Columbia's unsheltered.

John Dunbar, with the housing authority's resident advisory council implored the city council approve the resolution with the amendment, noting many in housing are single parents with multiple children.



## **A severe preservation, expansion need**

The resolution request was part of a series of improvements the housing authority has conducted at its properties dating back at least eight years, according to an attached memo it submitted to the city.

Roughly 597 housing units were renovated and 25 new housing units for veterans were built since 2014.

The housing units on Park Avenue were built in the late 1950s to early 1960s. Their poor condition and age is apparent, Hutton said.

"We have a lot of experience in this. ... We have people and consultants who have the ability to pull this off," he said. "We think it is a great project and way past due."

While the opportunity campus from the Voluntary Action Center and the Park Avenue efforts are separate projects, there is an opportunity for collaboration to address homelessness in the city, said Randy Cole, housing authority CEO, addressing earlier concerns from Fowler.



"As part of the request for proposal (for addressing homelessness), it called for permanent supportive housing. The housing on Park Avenue is the housing we've focused on within that plan, as well as our initial letter to council May 2021," Cole said. "We've stuck with that as our primary need and primary way we can leverage our work to help the community."

The housing authority regularly receives applications from other local social service agencies to get people into housing, he added. Of people who receive CHA housing, around 80% had some prior form of homelessness.

"Our community does need an overnight shelter and we do support that effort," Cole said. "However, we have a very severe need to preserve and expand our affordable housing stock, to make sure we fulfill the role we have in addressing homeless in our community."



There was one community member concern from Eugene Elkin on whether the condition of the properties was structural or internal, such as wiring. If structural, there needs to be more conversation as to why since they are brick buildings, he said.



The housing authority plans to seek similar tax credits next year for its Providence Walkway Apartments with construction finishing July 2025 if the application is successful.





Coverage You Can  
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# Columbia City Council to discuss building low-income housing on Park Avenue

- [Isabelle Marak, KOMU 8 Reporter](#)
- Sep 6, 2022

/ pause

COLUMBIA - The Columbia City Council is set to meet at 7 p.m. Tuesday to discuss replacing downtown public housing units on Park Avenue.

The housing units would be renovated and run by Columbia Housing Authority (CHA), which has completed six low-income housing tax credit (LIHTC) projects in Columbia and renovated 597 public housing units since 2012.

The plan calls for CHA to demolish the 70 properties it currently owns and operates on East Park Avenue and build 79 new ones.

The older properties were built in 1964 and currently have collapsing sewer lines, foundation problems, electrical problems and a need for improved accessibility.

The new 79 units would break down as follows:

- 22 one-bedroom units
- 36 two-bedroom units
- 15 three-bedroom units
- 4 four-bedroom units

All units would be wired for telephone, internet, cable television and satellite.

According to the project correspondence, CHA will file an application for 9% low-income housing tax credits to fund the construction of the new units. CHA is also asking the city for \$2 million in American Rescue Plan Act (ARPA) funds to assist in the project. According to the [council agenda](#), city council will express support for CHA's application at its meeting Tuesday.

A [council memo](#) states that CHA must submit the application on or before Sept. 23, for consideration. If the city council sees it is in the public's interest to make low-income, safe housing available and if CHA submits its application for funding, the city will support the 9% tax credits.

The request for \$2 million in ARPA funding will be considered as part of the FY 2023 annual budget.

Columbia received [\\$25.2 million in ARPA funding](#) this year, with half of it designated for initiatives related to homelessness, community violence, mental health services and workforce development.

An MU student and Columbia resident, Tessa Cecchin, believes the housing project will help a lot of people in the community.

"People don't always realize like how residential it is here. So I think it'd be very beneficial to have more housing for low-income residents," she said.

She also said she believes that local residents and students would get involved in the renovation projects if they knew more about it.

"They should do like a student like lead group to go out there or something. I think that'd be nice to see like a bunch of students together doing something to help benefit the community," Cecchin said.



Coverage You Can  
Count On

# Columbia City Council to consider 'source of income' protections

- [Cole Banker, KOMU 8 Reporter](#)
- Oct 3, 2022

The Columbia Human Rights Commission will bring a proposal to city council Monday to increase protection for those who use housing vouchers.

COLUMBIA - The Columbia Human Rights Commission will present a proposal to the city council Monday to enact stricter anti-housing discrimination laws.

The proposal is aimed at protecting low-income families who use housing vouchers to pay for apartments. The commission drafted a [letter to the city council](#) on Sept. 20, saying it is not legal for landowners to determine whether or not to rent housing to families based on their source of income, which includes housing vouchers.

In the letter, the commission argues that housing vouchers are a form of governmental assistance, which according to [Chapter 12, Section 1](#) of the City of Columbia Code of Ordinances, is prohibited.

Amanda Hinnant, the chair of the Columbia Human Rights Commission, said the ordinance should be amended to include source of income as an illegal form of discrimination more clearly.

"We have landlords who say they do not accept vouchers, and that goes against the spirit of Ch. 12 Sec. 1," Hinnant said. "It is the commission's point of view that these

housing choice vouchers are governmental assistance, and therefore they should not be discriminated against."

Hinnant also warned that failing to address this issue can open the door to discrimination on other bases.

"Discriminating based on voucher access and voucher use can be a proxy for other forms of discrimination that we all know are not acceptable with housing, such as race, such as if a person is a survivor of a domestic violence situation, the parenting situation," Hinnant said.

Other groups in Columbia are taking steps to address problems with low-income housing as well. Last week, the [Columbia Housing Authority presented updates](#) on its \$22 million project to upgrade more than 70 low-income housing units on Park Avenue. At the meeting, Randy Cole, the CEO of CHA, said the list of people waiting on affordable housing is long.

"We have about 1,200 people on our waitlist," Cole said. "About 60% of those people will both qualify and follow through. The magic number is about 400 units."

Many other Columbia residents who have already obtained housing vouchers are also not able to find affordable places to live.

"We consistently have about 100 families that have these vouchers that are shut out of this housing process," Hinnant said.

The commission hopes that if their proposal is accepted and written into law, more families will be able to find more stable and comfortable housing.

"We hope through education and enforcement, people that are holding these housing choice vouchers could get in to some affordable housing," Hinnant said.

# Columbia Housing Authority receives final funding for Kinney Point development

Columbia Daily Tribune  
Oct 5, 2022



The Columbia Housing Authority has received the final \$3 million it needs to start construction on Kinney Point, a new 24-unit affordable housing complex at the northeast corner of Garth Avenue and Sexton Road.

The Missouri Housing Development Commission made the award of low-income housing tax credits Sept. 23, the housing authority announced Tuesday.

Construction on the development is expected to start in the spring.

"This funding award is the direct result of generous local support from the City of Columbia and the Veterans United Foundation," said Bob Hutton, housing authority board chair, in the announcement.

**More: Kinney Point will bring a 24-unit affordable housing complex near Garth and Sexton in Columbia**

The project is supported by a \$1.3 million grant from the Veterans United Foundation, \$2 million in HOME-American Rescue Plan funds from the city and \$1 million in housing authority funds, in addition to the recent \$3 million in tax credits.

Development of Kinney Point is part of the housing authority's five-year plan of expansion and improvements to its affordable housing stock, the announcement stated.

"(Kinney Point) could be a catalyst for our community to begin addressing homelessness and housing insecurity," Randy Cole, CEO of the Columbia Housing Authority, said during a February Columbia City Council meeting. "I think it could be a project that unites us."

CHA anticipates the units will directly impact over 400 individuals over the next 25 years, the announcement stated.

The housing authority also seeks low-income housing tax credits on its plan to rebuild aging housing along Park Avenue. An application was due the same day the authority was awarded the Kinney Point tax credits. The application received support from the Columbia City Council and the Boone County Commission.





Coverage You Can  
Count On

# New project aims to make low-income housing more accessible in Columbia

- [Cole Banker, KOMU 8 Reporter](#)
- Oct 5, 2022

The Kinney Point Affordable Housing Development will bring 24 new low income housing units to Columbia

COLUMBIA - The Columbia Housing Authority announced Tuesday that it has received federal low-income tax credits for its Kinney Point affordable housing project.

The funding comes from the Missouri Housing Development Commission, which approved the project in September. The city of Columbia previously committed \$2 million via HOME-ARP funds, and Veterans United also donated an additional \$1.3 million in support for the project.

The project will bring 24 new, energy efficient housing units to Columbia. The units will be built near the intersection of Garth Avenue and Sexton Road.



Rendering of Kinney Pointe homes  
Columbia Housing Authority

Randy Cole, the CEO of the CHA, said this project will bring some much needed relief to many of Columbia's low-income families.

"We're seeing a lot of households that are homeless or couch-surfing, or in a really unstable housing position, so we would be really trying to bring those populations into that housing," Cole said.

While Kinney Point will bring some relief, it will only cover a fraction of the individuals seeking stable and affordable housing in Columbia. The two biggest obstacles for universal low-income housing are increasing costs and a limited supply of housing, according to MU School of Law professor Rigel Oliveri.

"There just aren't enough units to meet the demand that's out there," Oliveri said.

Oliveri also said housing prices are rising faster than incomes, which is increasing the number of people in need of affordable housing.

"That threshold is getting higher and higher," Oliveri said. "Rents have been rising nationwide. Even people that earn a pretty decent living, people that make more than minimum wage, may still be what we call 'cost burdened.'"

With finances now secured, the construction on Kinney Pointe is expected to begin next spring.

# Kinney Point construction expected to start by May, says Columbia Housing Authority



**Charles Dunlap**

Columbia Daily Tribune



The Columbia Housing Authority announced last week that the \$3 million in low-income housing tax credits it recently received from the Missouri Housing Development Commission fills the gap on funding for Kinney Point, an affordable housing development at the northeast corner of Garth Avenue and Sexton Road.

Groundbreaking on construction is estimated to happen by May, said Randy Cole, housing authority CEO.

"We still need to bid out all the work. That will come early next year," Cole said.

Additional funding for Kinney Point comes from the \$1 million already raised by CHA, a \$1.3 million grant from the Veterans United Foundation and \$2 million in HOME-American Rescue Plan funds from the City of Columbia.

Kinney Point will bring a 24-unit affordable housing complex near Garth and Sexton in Columbia

Excitement levels were high Sept. 23 when the state commission made the award. This was also the day CHA had to submit its tax credit application for its next project: rebuilding Park Avenue housing units.

"There is just a big need for affordable housing. We're seeing an increase in demand in our offices and that's the role we play in the community," Cole said.

"We are excited to be able to meet the need more."

Increasing the housing authority stock will help the organization address its 1,200-household wait list. Kinney Point will feature 24 units — 10 with four bedrooms, eight with three bedrooms and six with two bedrooms. Kinney Point is part of the housing authority's five-year plan of expansion and improvements to its affordable housing stock.



Those who connect with CHA "are experiencing some form of homelessness or housing instability," Cole said.

This can include being doubled up with a family member or a friend in an unstable housing situation, he added.

A request to reduce the size of parking lot from 68 to 40 spots at Kinney Point was approved July 18 by the Columbia City Council through its consent agenda.

"There was a strong desire from the neighborhood to have a reduction in parking to help us save a couple additional existing trees," Cole said. "We looked at parking used per household in our current housing and a reduction we felt would meet the need for parking there as well."

Overflow parking is available when necessary, at neighboring Oak Towers.

On average, 25% of households eligible for publicly assisted housing are unable to access programs and services, due to the gap between needs and available resources, CHA said in its announcement last week.

Construction of Kinney Point will aid CHA as it works toward the Park Avenue project. The organization expects to hear about its tax credit application for this next project Dec. 9 from the state commission. These tax credits will be the final funding source, much like with Kinney Point, Cole said.





"There would still need to be the similar due diligence period of bidding, closing and all the financing. We would think we would close financing on the project in late 2023," he said.

Construction on Kinney Point likely would finish before CHA would start on Park Avenue, Cole added. This gives some housing flexibility to CHA.

Park Avenue residents could temporarily relocate to Kinney Point while Park Avenue housing is demolished and rebuilt, Cole said. Once Park Avenue construction is finished, residents could move back. Construction for the Park Avenue project is estimated to finish by mid-summer 2024.



The Park Avenue project is estimated to cost \$22 million and has received support from the city council and the Boone County Commission. Local government support bolsters tax credit applications with the state, said Nancy Thompson, Columbia city attorney, last month.

The city also committed to providing \$2 million in American Rescue Plan Funds toward the Park Avenue project.

CHA next will seek low-income housing tax credits in September 2023 for a major reconstruction of the Providence Walkway Apartments. This project could finish by mid-summer 2025 if funding applications are successful.