



# 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:** Thursday, September 8, 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 August 10, 2022, Open Meeting Minutes
- V. Public Comment (Limited to 5 minutes per speaker)

### PUBLIC HEARINGS

### RESOLUTIONS

- VI. **Resolution 2904:** A Resolution authorizing the submission of a Family Self Sufficiency Grant application to the U.S. Department of Housing and Urban Development.
- VII. **Resolution 2905:** A Resolution Authorizing the Submission of a Continuum of Care Grant Renewal Application to the Department of Housing and Urban Development, Through the Missouri Balance of State Continuum of Care Application Process, to Provide Rental Housing Assistance to Homeless Persons with Disabilities and Authorizing the Execution of all Applicable Grant Contract Award Agreements and the Implementation of the Program as Described in the Grant application.
- VIII. **Resolution 2906:** A Resolution Authorizing the Housing Authority of the City of Columbia, Missouri to Submit a Rental Assistance Demonstration Program (RAD) Application for the “Park Avenue Apartments” Project to the U.S. Department of Housing and Urban Development (HUD) and Approving the Chief Executive Officer to Certify the Agreement to Comply with all Requirements of the RAD Program as Outlined in “Notice H-2019-9 PIH 2019-23 (HA)”.
- IX. **Resolution 2907:** A Resolution Authorizing the Housing Authority of the City of Columbia, Missouri, to Draft and Publicize a Request for Proposals for up to 24 Project Based Vouchers to be used in Housing for Homeless households and those at risk of homelessness within the City of Columbia, Missouri.
- X. **Resolution 2908:** A Resolution Authorizing changes to job descriptions, salary ranges, and Appendix 3 Range and Salary Plan to the CHA Personnel Policy.

### REPORTS

- XI. Public Housing & Affordable Housing Properties, Section 8 Housing Choice Voucher Program, and Safety.

- XII. July Financial Report
- XIII. CEO Report on FY 2023 Budget Process and Budget Policy Discussion
- 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. Johns by email at the following address: [www.columbiaha.info@gmail.com](mailto:www.columbiaha.info@gmail.com)

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

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



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## Administration

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### HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI BOARD OF COMMISSIONERS MEETING August 10, 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 on August 10, 2022, in the Training Room of the Columbia Housing Authority Administration Building, 201 Switzler St., Columbia, Missouri 65203. Mr. Hutton, Chair, called the meeting to order at 5:30 p.m.

#### II. Roll Call:

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

Absent: Jama Rahn, Commissioner

CHA Staff: Randy Cole, CEO  
Michelle Betz, Executive Assistant  
Charline Johns, Special Programs Specialist  
Tawanda Edwards, Director of Housing Programs  
Rick Hess, Director of Human Services  
Laura Lewis, Director of Affordable Housing Operations  
Debbi Simmons, Chief Financial Officer  
Tammy Matondo, Director of Housing Development Coordinator  
Jeanette Nelson, Human Resource and Support Services Manager  
Caitlin Hammons, Family Self-Sufficiency Coordinator  
Paula Herrera, Family Self-Sufficiency Coordinator  
Jeff Forck, Director of Safety

Guest: Bill Gawrych, CPA Partner, Rubin Brown  
Alisha Barnum, Manager, Rubin Brown  
Tanner Sutton, Staff Accountant

#### III. Adoption of Amended Agenda:

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

#### IV. Approval of July 13, 2022 Open Meeting Minutes:

Mr. Hutton called for a motion to approve the minutes from the open meeting of July 13, 2022. A motion was made by Mr. Calloway and second by Ms. Oliveri. All Commissioners voted "aye" and Mr. Hutton declared the motion approved.

**V. Public Comment.**

There were no public comments.

**RESOLUTIONS**

**VI. Resolution 2900: A Resolution to Accept the Audited Financial Statements of the Mid-Missouri Veterans Housing Development Group, LP, the Stuart Parker Housing Development Group, LP, the Bear Creek Housing Development Group, LP, the Oak Towers Housing Development Group, LP, the Bryant Walkway Housing Development Group, LP, and the Bryant Walkway II Housing Development Group, LP for Calendar Year Ending December 31, 2021.**

Mr. Gawrych reviewed highlights from the Mid-Missouri Veterans Housing Development Group, LP, the Stuart Parker Housing Development Group, LP, the Bear Creek Housing Development Group, LP, the Oak Towers Housing Development Group, LP, the Bryant Walkway Housing Development Group, LP, and the Bryant Walkway II Housing Development Group, LP for Calendar Year Ending December 31, 2021.

**VII. Resolution 2901: A Resolution to Accept the Audited Financial Statements of the Housing Authority of the City of Columbia, Missouri for Fiscal Year Ending December 31, 2021.**

Ms. Barnum and Mr. Sutton reviewed highlights from the Audited Financial Statement and answered questions from the Board.

**VIII. Resolution 2902: A Resolution to Accept the Single Financial Report of the Housing Authority of the City of Columbia, Missouri for Fiscal Year Ending December 31, 2021.**

Mr. Sutton reviewed highlights from the Single Financial Report.

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

Mr. Hutton called for a motion to approve Resolution 2900-2902 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: Oliveri, Wenneker, Calloway, Hutton

No: None

**IX. Resolution 2903: A Resolution Authorizing Submission of the Family Self-Sufficiency Program Annual Action Plan.**

Ms. Hammons reported that on May 17, 2022 HUD published the “Final Rule” for the HUD FSS Program, with the effective date of the rule being June 16, 2022, with a compliance date of November 14, 2022, when all FSS operations shall abide by changes adopted by this final rule.

Ms. Hammons stated that the final rule amends HUD’s regulations to implement changes to the Family Self-Sufficiency (FSS) program made by the Economic Growth, Regulatory Relief and Consumer Protection Act (“the Economic Growth Act” or “the Act”). Section 306 of the Act made multiple amendments to the FSS program, including:

- changes to the methodology for determining the size of the FSS program,
- expanding the definition of eligible families to include tenants of certain privately owned multifamily properties subsidized with Project-Based Rental Assistance (PBRA),
- updating the FSS Contract of Participation (CoP),
- reducing burdens on Public Housing Agencies (PHAs) and multifamily assisted housing owners,
- clarifying escrow account requirements, and
- updating the FSS Action Plan requirements.

After consideration of public comments, this final rule incorporates these changes, responds to public comments, and further revises HUD’s FSS regulations to:

- further streamline the program for PHAs, multifamily property owners, and eligible families, including providing that families participating in the Housing Choice Voucher Homeownership Program and all Section 8 programs can participate in the FSS program,
- revising certain definitions that apply to the program to align with commenters’ suggestions,
- making changes to the CoP provisions,
- revising the lists of activities for which forfeited escrow funds may be used, and
- making changes to portability provisions.

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

Mr. Hutton called for a motion to approve Resolution 2900-2902 as presented. A motion was made by Ms. Oliveri. Second by Mr. Hutton. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Oliveri, Wenneker, Calloway, Hutton

No: None

**X. Affordable Housing Initiative Update: Kinney Point, Park Avenue and Comprehensive Homeless Service Center Plan.**

Mr. Cole reported that CHA’s Kinney Point project was submitted to the Missouri Housing Development Commission (MHDC) with CHA staff received follow-up questions from MHDC regarding service enrichment clarification, Number of unit bedrooms clarification and timing of Project Based Vouchers and had since responded to the items.

Mr. Cole reported that CHA staff and its Developer Consultant met with Matthew Lue, City of Columbia Director of Finance on July 21, 2022 to learn about the ARPA funding processes. CHA staff has received a first round of preliminary plans for redeveloping Park Avenue and aligned the plans with local redevelopment requirements as it relates to storm water. CHA staff held a lunch event on Park Avenue with residents to view initial plans. CHA staff partnered with Powerhouse Community Development Corporation to provide games, food, and activities as a part of the event. The event was well attended, and Park Avenue residents had a significant amount of positive feedback on the preliminary plans. A couple of recommended changes from residents included keeping 1-bedroom units on one floor without units above them and having a transition from 1-bedroom to 2-bedroom units, rather than having 1-bedroom units right next to 3 of 4-bedroom units. Other than that, the feedback was overwhelmingly positive and there was significant excitement for the opportunity to live in up to date, high quality housing.

CHA staff has been working to finalize the first draft of the Comprehensive Homeless Service Center Plan in accordance with the City Agreement. The first draft is due on August 15<sup>th</sup>. City staff is then supposed provide comments back to CHA by August 31, 2022. The final report is then due by September 30, 2022. There was significant interest in the topic of homelessness at the July 18<sup>th</sup> City Council meeting and further interest in having an update on the Comprehensive Homeless Service Center Plan. Mr. Cole reported that he was requested to provide an update to City Council on August 15<sup>th</sup> as a Special Item. Mr. Cole intends to provide a thorough update and overview of recommendations and inform City Council of further potential feedback from City staff prior to the final report.

Mr. Cole explained that the Housing and Community Development Commission recommended funding for each of the four proposals submitted by CHA for FY 2023 CDBG and HOME funding. The funding recommendations are as follows:

Blind Boone Facility Moving Ahead Program Renovations: \$50,000 CDBG  
Bear Creek Early Head Start Conversion to Housing: \$100,000 HOME  
Tenant Based Rental Assistance: \$100,000 HOME  
FSS Affordable Homeownership Unit: \$20,000 HOME

The Board decided that they would meet on September 8, 2022 with Mr. Calloway joining via Zoom.

**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 June 2022 and from the Housing Choice Voucher Program Report.

**Safety:**

Mr. Cole shared that there were 32 CHA Safety Department Reports in June and 172 Joint Communication Logs for June. Mr. Calloway inquired as to if the weather sometimes plays a role in the activity that goes on at the properties. Mr. Forck shared that it does.

**Resident Services:**

Mr. Cole reported that the CHA has completed the previous three-year ROSS grant on May 31, 2022 and began a new three-year grant term on June 1, 2022 with a new staff Chanee Edwards assigned to this program with HUD assisting with training and guidance. Mr. Calloway asked what the difference between the FSS Program and ROSS Program was. Mr. Hess reported that the primary focus areas of the ROSS program are employment services, financial literacy and health and wellness with no escrow.

Mr. Cole reviewed highlights from the FSS Program, Healthy Home Connections Program with County funding and the Independent Living Program funded from the City. Mr. Hutton asked what the qualifications were for graduating the program. Mr. Hess explained that the qualifications are specific to the five-year goals of the participant and the FSS Coordinator.

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. Mr. Calloway inquired about connections for health with other agencies. Mr. Cole reported that the FSS or Resident Services Coordinators can give information regarding the needs of tenants if asked of them.

**XII. Financial Report**

Mr. Cole reviewed highlights from the June Financial report, sharing that the revenues are higher than expenditures and net gains of the HCV, Public Housing and LIHTC properties are above budget. Ms. Simmons noted that the Financial Assistant is now being trained by the previous Finance Assistant.

**XIII. Current Events**

Mr. Cole reported that CHA was mentioned in news articles.

**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 Ms. Oliveri. Mr. Hutton called the meeting adjourned at 7:20 p.m.

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Bob Hutton, Chair

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Date

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Randy Cole, Chief Executive Officer

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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 August 8, 2022, I posted public notice of the August 10, 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





# 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: September 8, 2022

Re: Resolution #2904 Authorizing the Submission of a Family Self Sufficiency Grant Application to the U.S. Department of Housing and Urban Development.

## Executive Summary

This resolution is for CHA Board of Commissioner consideration of authorizing the CHA CEO to submit a grant application for the HUD Family Self Sufficiency Grant to fund the continuation of two full-time Family Self Sufficiency Coordinator positions for FY 2023.

## Discussion

Family Self-Sufficiency (FSS) is a program that enables HUD-assisted families to increase their earned income and reduce their dependency on welfare assistance and rental subsidies.

The FSS programs allows eligible participants to execute an FSS Contract of Participation specifying the rights and responsibilities of both parties. FSS participants work with CHA staff to create a 5-year plan to increase employment, income, credit, and their ability to achieve self-sufficiency. FSS participants are also eligible to receive escrow payments as their income grows to assist with purchasing a home, education, transportation, and other safety net needs.

Public Housing Agencies (PHAs) work in collaboration with a Program Coordinating Committee (PCC) to secure commitments of public and private resources for the operation of the FSS program, to develop the PHA's FSS Action Plan (the FSS policy framework), and to implement the program. The CHA Board of Commissioners approved an update to the plan at its August 10<sup>th</sup> meeting.

The CHA's Family Self-Sufficiency grant application will fund the continuation of two full-time Family Self-Sufficiency Coordinator positions for FY 2023. CHA staff is requesting authorization to apply for up to \$128,050.

## Suggested Commission Action

Approve the Resolution authorizing the submission of a Family Self-Sufficiency Grant application to the U.S. Department of Housing and Urban Development to fund two full-time Family Self-Sufficiency Coordinator positions at the Columbia Housing Authority.



# Housing Authority of the City of Columbia, Missouri

## Board Resolution

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### RESOLUTION #2904

**To Approve the Submission of a Family Self-Sufficiency Grant Application to the U.S. Department of Housing and Urban Development to Fund Two Full-Time Family Self-Sufficiency Coordinator Positions at the Columbia Housing Authority.**

WHEREAS: Family Self-Sufficiency (FSS) is a program that supports HUD-assisted families to increase their earned income and reduce their dependency on welfare assistance and rental subsidies; and

WHEREAS: Public Housing Agencies (PHAs) work in collaboration with a Program Coordinating Committee (PCC) to secure commitments of public and private resources for the operation of the FSS program, to develop the PHA's FSS Action Plan, and to implement the program; and

WHEREAS: Once an eligible family is selected to participate in the program, the PHA, and the head of each participating family execute a FSS Contract of Participation that specifies the rights and responsibilities of both parties. The term of the FSS contract is generally 5 years, but it may be extended for another 2 years by the PHA for good cause; and

WHEREAS: The FSS contract also incorporates the family's individual training and services plan (ITSP). The ITSP is the document that records the plan for the family; and

WHEREAS: The CHA's Family Self-Sufficiency grant application will fund the continuation of two full-time Family Self-Sufficiency Coordinator positions for 2023.

THEREFORE BE IT RESOLVED that the Board of Commissioners of the Columbia Housing Authority hereby adopts Resolution 2904 authorizing the submission of a Family Self-Sufficiency Grant application to the U.S. Department of Housing for up to \$128,050 and Urban Development to fund two full-time Family Self-Sufficiency Coordinator positions at the Columbia Housing Authority.

BE IT FURTHER RESOLVED, that if the application be approved, this Resolution 2904 authorizes the execution of the Contract Award Agreement and related documents.

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Bob Hutton, Chair

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Randy Cole, Secretary

Adopted September 8, 2022



# Housing Authority of the City of Columbia, Missouri

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Department Source: HCV Programs

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 8, 2022

Re: Resolution 2905 Authorizing the Submission of a Continuum of Care Grant Renewal Application

## Executive Summary

Approval of Resolution 2905 would authorize the CEO of the Columbia Housing Authority to submit a renewal grant application for Continuum of Care (CoC) grant funds. CHA has historically accessed CoC funding to provide additional permanent supportive housing vouchers to homeless populations referred to CHA through the Boone County Coalition to End Homelessness (local organizations within our regional Continuum of Care).

## Discussion

The Columbia Housing Authority has applied for and received Continuum of Care (CoC) Program rental assistance funding from HUD to assist homeless persons with disabilities in previous years. Continuum of Care funding for the current year is \$464,305 and currently supports 68 vouchers for this population. CHA is seeking approval to apply for up to \$465,000 for 2023 to continue supporting these specific populations.

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

- New Horizons Community Support Services
- Burrell Community Behavioral Health Services
- Spectrum Health Care (formerly RAIN of Mid-Missouri)
- Phoenix Programs
- Lutheran Family and Children Services
- Welcome Home, Inc.
- Compass Health/Family Counseling Center
- In2Action
- Love Columbia
- City of Columbia Health Department

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

## Suggested Commission Action

Approve the attached resolution authorizing the submission of CHA's FY 2023 CoC grant application renewal.



## Housing Authority of the City of Columbia, Missouri

### Board Resolution

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#### RESOLUTION # 2905

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

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

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

WHEREAS, the Housing Authority of the City of Columbia, Missouri, was awarded Continuum of Care grant funding to provide rental housing assistance to homeless persons with disabilities in 2022 in the amount of \$464,305 and has received similar funding in previous years; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri, hereby adopts this Resolution authorizing the submission of a Continuum of Care grant renewal application for 2023 in the amount of up to \$465,000 to the Department of Housing and Urban Development through the Missouri Balance of State Continuum of Care to provide housing and matching community support services to homeless persons with disabilities.

BE IT FURTHER RESOLVED that if the Continuum of Care grant application should be approved, Resolution #2905 also authorizes the execution of all applicable grant contract award agreements and the implementation of the programs and projects as described in the grant application.

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Bob Hutton, Chair

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Randall Cole, Secretary

Adopted September 8, 2022



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 8, 2022

Re: Resolution 2906 Authorizing the Submission of a Rental Assistance Demonstration (RAD) Program

Application for the Park Avenue Apartments to the U.S. Department of Housing and Urban Development

## Executive Summary

This resolution is for CHA Board of Commissioner consideration of approving the CHA CEO to submit a Rental Assistance Demonstration (RAD) Program Application for the Park Avenue Apartments to the U.S. Department of Housing and Urban Development. This application is a HUD requirement to undertake renovation and redevelopment efforts at CHA's Park Avenue Apartments.

## Discussion

The Rental Assistance Demonstration (RAD) Program was created by HUD to give public housing authorities (PHAs) a powerful tool to preserve and improve public housing properties and address the nationwide backlog of deferred maintenance. The RAD Program provides CHA the opportunity to enter into long-term contracts that facilitate the financing of improvements.

HUD identifies 5 key benefits the RAD Program provides to PHAs.

1. RAD allows public housing agencies to **leverage public and private debt and equity in order to reinvest in the public housing stock**. This is critical given the backlog of public housing capital needs - estimated at over \$35 billion.
2. In RAD, units move to a Section 8 platform with a long-term contract that, by law, must be renewed in perpetuity. A Use Agreement is also recorded under RAD further enforcing HUD's long-term interest. **This ensures that the units remain permanently affordable to low-income households.**
3. Residents benefit from a right of return, a prohibition against re-screening, and robust notification and relocation rights. Residents continue to pay 30% of their adjusted income towards the rent, **maintain the same basic rights** as they possess in the public housing program, and gain a new option to request tenant-based assistance if they wish to subsequently move from the property.
4. RAD **maintains the ongoing public stewardship** of the converted property through clear rules requiring ongoing ownership or control by a public or non-profit entity.
5. RAD is highly cost-effective, **relying on shifting existing levels of public housing funds to the Section 8 accounts** as properties convert.

CHA staff has met or exceeded HUD regulations pertaining to notification of Park Avenue residents prior to submitting a RAD application. CHA staff has mailed certified notice to each of the 70 Park Avenue households regarding CHA's intentions to submit a RAD application and renovate Park Avenue properties. CHA staff also conducted door-to-door efforts, surveyed downtown residents, held two onsite informational meetings, and provided a carnival with food, games, and activities in order to receive resident feedback on initial design concepts. CHA staff also presented redevelopment concepts and intentions to submit a RAD application at the



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regular monthly CHA Resident Advisory Board (RAB) meeting held on August 25<sup>th</sup>. CHA staff received support from residents and RAB leadership for submission of the plan.

The attached resolution authorizes the CHA CEO to submit a RAD Application for CHA's Park Avenue Apartments in accordance with the Consolidated and Further Continuing Appropriations Act of 2018 (Pub. L. 115-141, approved March 23, 2018) "Notice H-2019-9 PIH 2019-23 (HA)".

## Suggested Commission Action

Approve the resolution authorizing the CHA CEO to submit a RAD application to HUD for the Park Avenue Apartments.



## Housing Authority of the City of Columbia, Missouri

### Board Resolution

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#### RESOLUTION #2906

**A Resolution Authorizing the Housing Authority of the City of Columbia, Missouri to Submit a Rental Assistance Demonstration Program (RAD) Application for the “Park Avenue Apartments” Project to the U.S. Department of Housing and Urban Development (HUD) and Approving the Chief Executive Officer to Certify the Agreement to Comply with all Requirements of the RAD Program as Outlined in “Notice H-2019-9 PIH 2019-23 (HA)”.**

Whereas, The RAD Program is authorized by the Consolidated and Further Continuing Appropriations Act of 2018 (Pub. L. 115-141, approved March 23, 2018) “Notice H-2019-9 PIH 2019-23 (HA)” is the latest version of this program; and

Whereas, The RAD Program allows Public Housing Authorities (PHAs) to convert from public housing subsidies into a long-term, Section 8 Project-Based Voucher Program that provides a stable and predictable annual subsidy; and

Whereas, Stable and predictable revenues allow the CHA to apply for Low-Income Housing Tax Credits and other sources of financing to fund public housing renovations; and

Whereas, The Housing Authority of the City of Columbia, Missouri (CHA) has been awarded “Commitments to enter a Housing Assistance Payment” (CHAP) and “RAD Conversion Commitments” (RCC) for 597 of our 717 public housing units. Of these units, 597 have been converted from the public housing subsidies to the Section 8 Project-Based Voucher Program; and

Whereas, CHA will be submitting a 9% Low-Income Housing Tax Credit (LIHTC) Application to the Missouri Housing Development Commission (MHDC) for the Park Avenue Apartments in September 2022, thus CHA will be in a position to apply for a HUD RAD “CHAP” for the Park Avenue Apartments’ 70 unit project through this RAD Application.; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts Resolution 2906 authorizing the Housing Authority of the City of Columbia, Missouri to submit a Rental Assistance Demonstration Program (RAD) Application for the “Park Avenue Apartments” project to the U.S. Department of Housing and Urban Development (HUD) and approves the Chief Executive Officer to certify the agreement to comply with all requirements of the RAD Program as outlined in “Notice H-2019-9 PIH 2019-23 (HA)”;

BE IT FURTHER RESOLVED that if the RAD Program application should be approved, Resolution 2906 also authorizes the execution of all applicable award agreements and the implementation of the RAD Program Plan as described in the application.

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Bob Hutton, Chair  
Adopted September 8, 2022

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Randy Cole, Secretary



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Department Source: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 8, 2022

Re: Resolution 2907 Authorizing a Request for Proposals for 24 Project Based Vouchers and Submission of Proposal for CHA's Kinney Point project.

## Executive Summary

This resolution is for CHA Board of Commissioner consideration of authorizing the CHA CEO to publicize a Request for Proposal (RFP) for 24 project-based vouchers. The resolution also authorizes the CHA CEO to submit a proposal for 24 project-based vouchers to be utilized for CHA's Kinney Point development.

## Discussion

Project based vouchers are important for the long-term financial stability for CHA's Kinney Point project. CHA is undertaking the formal process in accordance with Notice PIH 2017-21 (HA) to convert 24 housing choice vouchers to project-based vouchers. Approval of the attached resolution authorizes the CHA CEO to undertake the process to convert 24 housing choice vouchers to project-based vouchers. The resolution also authorizes the CHA CEO to apply for the 24 project-based vouchers for its Kinney Point development.

## Suggested Commission Action

Approve the resolution authorizing the process of converting 24 housing choice vouchers to project-based vouchers.





# Housing Authority of the City of Columbia, Missouri

## Board Resolution

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### RESOLUTION 2907

**A Resolution Authorizing the Housing Authority of the City of Columbia, Missouri, to Draft and Publicize a Request for Proposals for up to 24 Project Based Vouchers to be used in Housing specifically for Homeless households and those at risk of homelessness within the City of Columbia, Missouri.**

WHEREAS, the Housing Authority wishes to expand the housing opportunities for homeless and at-risk populations at its Kinney Point development in accordance with Notice PIH 2017-21 (HA).

WHEREAS, in order to facilitate the needs of our community, the Housing Authority would request the use of up to 24 Project Based Vouchers to be utilized specifically for homeless and at-risk households meeting the McKinney-Vento Act Definition of Homelessness within our community of the City of Columbia.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri adopts Resolution 2907 authorizing the Chief Executive Officer to prepare and publicize a Request for Proposal which are necessary in the regulation and procedures of utilizing Project Based Vouchers.

BE IT FURTHER RESOLVED that if upon receiving and evaluating said Request for Proposals, Resolution 2907 also authorizes the Chief Executive Officer to execute applicable contracts for said Project Based Vouchers.

PASSED by the governing body of the Housing Authority of the City of Columbia, this 8<sup>th</sup> day of September, 2022.

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Bob Hutton, Chairman

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Randy Cole, Secretary

Adopted September 8, 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: September 8, 2022

Re: Resolution 2908 Authorizing Changes to job descriptions, salary ranges, and Appendix 3 Range and Salary Plan to the CHA Personnel Policy pertaining to CHA's Housing Choice Voucher Specialist position.

## Executive Summary

This resolution is for CHA Board of Commissioner consideration of authorizing changes to job descriptions, salary ranges, and Appendix 3 Range and Salary Plan to the CHA Personnel Policy pertaining to CHA's Housing Choice Voucher Specialist position.

## Discussion

The current starting rate of pay for the Housing Choice Voucher (HCV) Specialist position is \$13.66 per hour. The top rate of pay as stated within CHA's current range and salary plan is \$20 per hour for the HCV Specialist position. CHA regularly budgets and hires HCV Specialists at rate of pay near the current mid-point. The CHA CEO recommends raising the pay range of an HCV Specialist to be \$15.21 to \$21 per hour, to assist in obtaining a larger pool of qualified applicants during the hiring process.

## Suggested Commission Action

Approve the resolution authorizing a new description, salary range for the HCV Specialist position.





# 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

## HOUSING CHOICE VOUCHER (HCV) SPECIALIST

**DEPARTMENT/DIVISION: HOUSING CHOICE VOUCHER PROGRAMS**

**STARTING SALARY: MINIMUM BELOW, PLUS FRINGE BENEFIT PACKAGE**

	<u>MINIMUM</u>	<u>MAXIMUM</u>
<b>ANNUAL:</b>	<b>\$32,136.00</b>	<b>\$43,680.00</b>
<b>MONTHLY:</b>	<b>\$2,678.00</b>	<b>\$3,200.00</b>
<b>BI-WEEKLY:</b>	<b>\$1,236.00</b>	<b>\$1,600.00</b>
<b>HOURLY:</b>	<b>\$15.45</b>	<b>\$21.00</b>

**POSITION SUMMARY:** This is a position responsible for providing assistance in obtaining affordable housing for low-income families through a tenant based rental assistance program utilizing Housing Choice Vouchers. Responsible to provide direct contact with HCV participants and Landlords in the provision of information and the assurance that the responsibilities outlined in the Federal regulations and local administrative plan are met by all parties. Major work activities include (1) interviewing applicants and tenants participating in the HCV Program (2) participating in the operations of CHA's rental assistance programs including leasing and tenant services; and (3) performing quality work to achieve high performance designation for the housing Choice Voucher Program.

**PARTIAL LISTING OF MINIMUM QUALIFICATIONS:** Bachelor's degree preferred with major course work in business or public administration, education or related field. Requires a minimum of High School diploma or its equivalent and a minimum of two years' experience in property management or experience implementing the Housing Choice Voucher Program. Preference given for experience with low-income housing management, or 3 years' experience or training in business or public administration, general management, accounting, finance or social services. Must have a minimum of 2 years' experience with computers and software. Must have obtained or possess the ability to obtain HCV Specialist Certification. Must be bondable, insurable and able to pass a pre-employment drug screen and background check. Must be able to travel overnight. Must have or obtain a current Missouri driver's license. Must be able to obtain and/or maintain a bank account.

**A COPY OF THE COMPLETE POSITION DESCRIPTION IS ATTACHED.**

**PLEASE CONTACT CHA'S FRONT DESK FOR AN APPLICATION FOR EMPLOYMENT.**

**INDIVIDUALS NEEDING AN A.D.A. ACCOMMODATION TO APPLY MAY CALL 573.443.2556 x1120;  
TTY USERS CALL (800) 735-2966**

**THE HOUSING AUTHORITY OF THE CITY OF COLUMBIA, MISSOURI  
IS AN EQUAL OPPORTUNITY EMPLOYER**

## **Position Description**

### **Housing Choice Voucher Specialist**

#### **REPORTS TO: Director, Housing Programs**

**SUMMARY OF POSITION:** This position provides assistance in obtaining affordable housing for low-income families through a tenant based rental assistance program utilizing vouchers. It involves direct contact with HCV participants and landlords in the provision of information and the assurance that responsibilities outlined in the federal regulations and local administrative plan are met by all parties.

#### **MAJOR DUTIES AND RESPONSIBILITIES INCLUDE:**

Explains program requirements to participants through briefing sessions, either individually or in a group setting.

Verifies family composition and income and determines appropriate tenant rent, utility assistance and housing assistance payment.

Issues voucher to participant.

Counsels landlords regarding the HCV program and the responsibilities of the Authority, participant, and landlord.

Approves the lease and appropriate rent after reviewing fair market rents and rent reasonableness survey.

Completes program forms and reports as required.

Ensures that all move-in, move-out and annual inspections are performed.

Performs annual re-certification of program participants.

Ensures compliance with federal regulations associated with the HCV Program, and compliance with regulations covering other rental assistance programs as assigned.

Initiates and monitors Repayment Plan in cooperation with the Finance office.

Prepares correspondence to landlords and participants.

Performs related work as assigned by the Director of Housing Programs.

#### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of counseling and problem-solving techniques.

Must be able to communicate well, both orally and in writing, with CHA staff, residents, landlords and the general public.

Knowledge of the practices, procedures and policies of CHA and Federal regulations governing the provision and oversight of the HCV program.

Ability to implement, without supervision, continuing assignments requiring the organization of material, the preparation of reports and the making of decisions within the framework of policies and procedures.

Ability to utilize computer hardware and software required to meet the general responsibilities of the position.

Ability to make arithmetic computations with speed and accuracy.

#### **EDUCATION AND EXPERIENCE:**

Required: high school diploma or its equivalent; Preferred: bachelor's degree in social service, business or public administration.

Must have a minimum of two years' experience in property management, preferably low income housing management or three years' experience and training in business or public administration, general management, accounting, finance or social services.

A minimum of two years of experience with computers and software systems.

**SPECIAL REQUIREMENTS:**

Must be bondable and insurable.

Must have or obtain a valid Missouri driver's license.

Must attain Housing Choice Voucher Specialist certification within one year of employment.

Must be willing to travel overnight a minimum of 15 days annually for training or attendance at conferences/workshops.

Must be able to obtain and maintain a bank account.

Must be able to pass a pre-employment drug screen.

Must be able to pass a background check.

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Employee

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Date





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

Range	Amount	Position	
A	Grant/HUD Based (\$8-\$12)	Part-Time, Temporary	Grant Employees
B	\$22,880 to \$33,280	Receptionist Clerk/Administrative Assistant I	
		Maintenance I	
		Grounds Keeper, Custodian	
C	\$26,582 to \$37,440 (\$12.78-\$18)	Maintenance II	
		Assistant Public Housing Manager	
D	\$28,412 to \$41,600 (\$13.66-\$20)	Executive Assistant	
		Financial Assistant I	Maintenance Mechanic I
		Affordable Housing Manager I	
		HCV/PBV Housing Intake Coordinator	
E	\$32,136 to \$43,680 (\$15.45-\$21)	Maintenance Mechanic II	Safety Officer
		Financial Assistant II	Affordable Housing Manager II
		Special Programs Specialist	LIHTC Specialist
		Systems Administrator	HCV Specialist
F	\$40,560 to \$56,160 (\$19.50-\$27.00)	Accountant	Housing Choice Voucher Case Manager/Portability Specialist
		Human Resource and Support Staff Manager	Affordable Housing Operations Manager
		Compliance and Asset Manager	LIHTC Compliance Manager
G	\$47,476 to \$80,000	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 \$125,000	Chief Executive Officer	







# Housing Authority of the City of Columbia, Missouri

## Board Resolution

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### RESOLUTION 2908

**To Authorize changes to job descriptions, salary ranges, and Appendix 3 Range and Salary Plan to the CHA Personnel Policy.**

WHEREAS, the Housing Authority of the City of Columbia, Missouri maintains job descriptions, Appendix 3- Range and Salary Plan to the CHA Personnel Policy to help foster effective and efficient operations of CHA; and

WHEREAS, the Board of Commissioners has reviewed the proposed amended job description, range of pay for the Housing Choice Voucher Specialist as recommended by the Chief Executive Officer to maximize efficiency in CHA-wide operations to achieve high performance results; and

WHEREAS, the Board of Commissioners has reviewed the proposed amended job description, range of pay for the Housing Choice Voucher Specialist as recommended by the Chief Executive Officer to maximize efficiency in CHA-wide operations to achieve high performance results; and

WHEREAS, the Board of Commissioners has reviewed the corresponding revised Appendices 1 and 3 to the Personnel Policy; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Columbia, Missouri hereby adopts the amended position of the Housing Choice Voucher Specialist and adopts the corresponding revisions to the CHA Personnel Policy including the job description, Appendix 1 - Personnel Organization Plan, and Appendix 3 - Range and Salary Plan, effective September 8, 2022, as attached hereto and made a part hereof.

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Bob Hutton, Chairman

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Randy Cole, Secretary

Adopted September 8, 2022



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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: September 8, 2022

Re: Affordable Housing Report – CHA Public Housing 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 July 2022.

## Discussion

In July, eleven (11) families moved in and seven (7) families moved out. Of the seven (7) families that moved out one (1) moved to Section 8, two (2) households were terminated and four (4) families moved to the private sector. Out of 742 units there were 20 vacant as of July 31, 2022 which is an overall occupancy of 97.3%. This is a slight decrease from June occupancy rate of 97.4%. Eight (8) units were vacant over 60 days. Eight (8) requests for vouchers and Eighteen (18) intents to vacate were submitted by participants. Five (5) terminations were issued for reasons other than non-payment. Uncollected rents for July decreased from June totals by \$726.75. We have approximately 27 participants in the process of applying for SAFHR rental assistance.

## Suggested Commission Action

Review and consider the monthly report.



## Property Management Report for July 2022

Property	Total units	Occupancy % for July	Occupancy (as of 7/31/22)	YTD Occupancy (1/1-7/31/22)	#Vacant units under 0-60 days	#Vacant units over 61 days	Request for voucher	Move-ins (July)	Move-outs (July)	Unit restores (July)	Avg. cost per restore	Billed to tenant at move out	Total work orders	Total \$ Amount billed
Amp 1 - PH	120	94.70%	95.80%	94.00%	1	4	N/A	2	1	1	\$3,413.19	\$0.00	60	\$20.39
Bear Creek	76	98.17%	98.70%	97.21%	0	1	1	2	0	0	N/A	N/A	23	\$40.60
Oak Tower	147	97.23%	98.00%	97.25%	3	0	4	3	0	4	\$416.91	\$128.16	75	\$163.94
Paquin Tower	200	97.51%	97.00%	97.21%	6	0	2	4	4	3	\$608.58	\$164.61	100	\$697.55
Stuart Parker	84	97.54%	96.40%	97.04%	1	2	0	0	1	0	N/A	N/A	8	\$5.89
BWW	54	98.14%	98.10%	95.89%	0	1	0	0	0	1	\$462.00	\$0.00	25	\$5.39
BWWII	36	100.00%	100.00%	95.20%	0	0	1	0	0	0	N/A	N/A	6	\$25.00
Patriot Place	25	97.41%	96.00%	98.56%	1	0	0	0	1	1	\$1,248.00	\$94.14	11	\$94.14

Property	Total units	TARS uncollected for July	delinquent 31-60	delinquent 61-90	delinquent 90+	# rpymnt agrmnts	rpymnt in default	# Accts. with deposit due (July)	total Security deposit due (July)	# Accts. with deposit due (June)	Total security deposit due (June)	# Non-pymnt termination issued in June	# other termination issued in July	# Intent to vacate submitted for July
Amp 1 - PH	120	\$7,455.87	\$4,253.79	\$902.00	\$499.90	5	3	30	\$12,013.11	28	\$11,159.11	0	0	4
Bear Creek	76	\$993.69	\$997.32	\$891.58	\$0.78	0	0	12	\$3,856.23	13	\$4,419.23	4	1	1
Oak Tower	147	\$5,326.91	\$2,104.04	\$627.00	\$584.04	4	0	17	\$5,236.48	15	\$5,215.67	0	3	8
Paquin Tower	200	\$1,013.50	\$1,872.77	\$29.09	\$0.00	2	0	29	\$6,901.00	29	\$7,014.00	2	0	2
Stuart Parker	84	\$4,873.73	\$482.87	\$69.96	\$5,366.36	1	0	8	\$1,684.00	7	\$1,465.00	0	1	0
BWW	54	\$3,535.75	\$1,802.83	\$735.00	\$85.00	0	0	11	\$2,683.50	11	\$2,683.50	0	0	1
BWWII	36	\$2,964.00	\$0.00	\$0.00	\$0.00	1	1	0	\$0.00	0	\$0.00	0	0	1
Patriot Place	25	\$1,047.34	\$131.08	\$0.00	\$0.00	0	0	N/A	N/A	N/A	N/A	0	0	1



**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>



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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: September 8, 2022

Re: Housing Choice Vouchers & Special Programs

## Executive Summary

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

## Discussion

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

This memo provides a report of July 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 15 new lease ups in July. There were 12 attritions for a net of 3 new participants. As of July, CHA had 120 voucher holders searching for homes. Available rental units remain our most significant challenge.

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

Termination/Non-Compliance – 3

Took self-off Program – 2

Termination/Criminal – 2

Moved without notifying the CHA – 1

Zero HAP (6 Months) - 1

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

The VA has shown an increase in providing chronically homeless Veterans within our community the opportunity to receive program subsidy. The VA has recently experienced staffing transitions, however, continues to work towards utilizing the remaining VASH vouchers in providing housing for the community's homeless veterans. As of July 31, 2022, we have 118 households receiving VASH program assistance - 93 HCV + 25 PBV (Patriot Place). We currently have 15 HCV VASH new voucher holders searching for homes.

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

Took Self Off Program - 2





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## **Mainstream Vouchers**

Mainstream Vouchers are reserved for non-elderly disabled individuals. CHA has been awarded 19 Mainstream Vouchers. As of July 31, 2022, we have 18 vouchers leased with 2 voucher holders searching for a home. A request for an additional 30 Mainstream Vouchers was submitted to HUD. We have been granted an additional 25 mainstream vouchers that become available October 1, 2022.

## **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 we see an increase in homeless individuals and families needing safe, decent, and sanitary housing. As of July 31, we had 66 households receiving COC program assistance, and our target is 70. 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. We currently have 17 voucher holders looking for homes.

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

Termination/Abandoned Unit - 1

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

CHA currently has 51 Emergency Housing Vouchers with 35 leased and 38 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. As the admission to this program is wider in scope than the CoC program, we are working with the HUD Field Office and the Balance of State to allow a more diverse choice of applicants in hopes to accelerate lease ups. 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 our 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 to pulled 15 applicants from the waitlist, 11 families were determined eligible.

As this funding is through December 31, 2022, we still have 5 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

Review and consider Report



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

July 31, 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%

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

July 31, 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	#FIELD!	#FIELD!	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)	#FIELD!	8	-	97.2%	107.8%	96.6%	106.2%	6	1.0%	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.

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

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**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

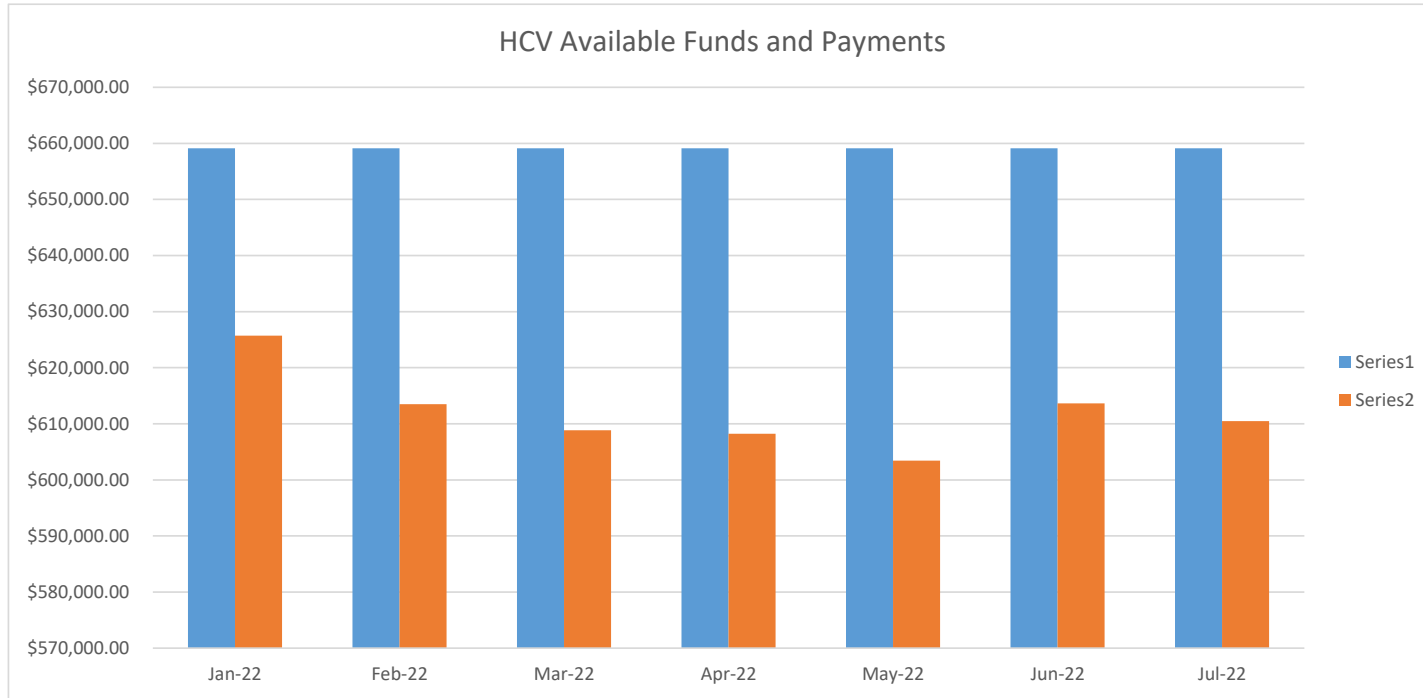
**July 31, 2022**

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											
Sep-22											
Oct-22											
Nov-22											
Dec-22											



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

**July 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: Safety

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 8, 2022

Re: Safety Report

## Executive Summary

This report provides a brief overview of Safety Department Activity July 1, 2022 thru July 31, 2022.

## Discussion

Columbia Housing Authority Safety Department took 41 reports.

	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2021	September 2021	October 2021	November 2021	December 2021
Bear Creek	5	1	5	6	4	4	5	0	4	9	1	3
Bryant Walk	4	3	2	2	2	1	2	6	5	4	5	4
Downtown	12	5	6	7	4	2	6	16	14	11	6	6
Oak Towers	13	16	13	14	10	12	7	8	8	16	23	17
Patriot Place	0	1	3	0	3	2	4	3	4	3	0	3
Paquin Towers	24	24	26	14	10	10	13	25	29	26	34	20
Stuart Parker	2	0	3	1	0	1	4	5	3	3	3	3
misc							0		4	5		
<b>Total</b>	60	50	58	44	33	32	41	63	71	77	72	56

## Yearly Totals for CHA Safety Reports

Year	2016	2017	2018	2019	2020	2021	2022
<b>Safety Reports</b>	445	629	793	813	626	831	321

## Joint Communications Log for July 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			92	95	113
Columbia Police Reports	15	11	14	11	10	13	16			12	11	22
Fire/Ems	105	61	93	79	90	74	92			104	95	117
<b>Total</b>	214	158	198	188	191	172	201	0	0	208	201	252



# 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)

## **Safety Department New Resident Move in meetings**

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

## **Safety Department other activities:**

7-1-2022 Fourth of July BBQ at Patriot Place

7-1-2022 Fourth of July Paquin Towers

7-14-2022 Parks and Recreation Art Bowls

7-25-2022 Patriot Place Quilts for Heroes

## Suggested Commission Action

Review and consider 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: Finance

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 8, 2022

Re: July 2022 Unaudited Financial Reports

## Executive Summary

### Financial Highlights for YTD July 2022

- Total YTD revenues are \$10,652,054
- Total YTD expenditures are \$10,243,775
- YTD Net Gain/(Loss) for HCV is \$59,059 above budget, Public Housing is \$46,181 above budget, LIHTC is \$84,380 above budget.

## Discussion

### Revenues

- HCV – Admin Fees are \$83,361 or 14% above budget YTD. HUD increased the pro-ration rate from 84% to 88% in April.
- AMP 1 – actual HUD Operating grant funds received and earned exceeds the budget by \$51,620 or 21%YTD; HUD adjusted the monthly allotment based on a comparison of the amount appropriated by Congress and the interim eligibility determined by the 2022 Operating Subsidy submissions. A proration of 104.08% was used. Our 2022 budget is based on a 97.26% proration factor.
- AMP 1 – Other Revenue includes \$25,941 for a property insurance reimbursement.
- Bear Creek – Other Tenant Revenue includes \$14,461 of work order revenue for a damaged unit.
- Administration Management fees are \$16,692 under budget YTD mainly because the Capital Fund grant funds have not yet been drawn.

### Expenses

HCV

- Inspection costs are under budget YTD

AMP 1

- Other General Expenses includes \$19,792 YTD for EPC fees

All Properties

- Utility costs are over budget based on timing of payment as well as increased usage in summer months.

## Suggested Commission Action

Read and review this report.



## Housing Authority of the City of Columbia, Missouri

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201 Switzler Street, Columbia MO 65203

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

# MONTHLY FINANCIAL STATEMENTS

*(unaudited)*

## July 31, 2022

Fiscal Year End  
December 2022  
Month 7 of 12

as submitted by:

Debbi Simmons, CFO  
Housing Authority of the City of Columbia, MO

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**Housing Choice Voucher Program**  
**Unaudited Revenue Expense Budget Comparison**

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
HUD PHA Operating Grants - HAP	\$ 829,401	\$ 810,885	\$ 18,516	\$ 5,613,525	\$ 5,676,192	(62,667)	-1%
HUD Admin Fees Earned	99,815	87,739	12,075	697,535	614,174	83,361	14%
<b>Total Fee Revenue</b>	<b>929,216</b>	<b>898,624</b>	<b>30,592</b>	<b>6,311,060</b>	<b>6,290,366</b>	<b>20,694</b>	<b>0%</b>
Investment Income - Unrestricted	887	500	387	3,363	3,500	(137)	-4%
Fraud Recovery - HAP	490	100	390	1,868	700	1,168	0%
Fraud Recovery - Admin	-	100	(100)	1,018	700	318	0%
71500 Other Revenue	-	-	-	4,672	-	4,672	
FSS Forfeitures	-	917	(917)	4,378	6,417	(2,039)	-32%
<b>Total Revenue</b>	<b>\$ 930,592</b>	<b>\$ 900,240</b>	<b>\$ 30,352</b>	<b>\$ 6,326,359</b>	<b>\$ 6,301,683</b>	<b>\$ 24,676</b>	<b>0%</b>
Administrative Salaries	23,196	26,810	(3,614)	170,366	187,671	(17,305)	-9%
Auditing Fees	3,579	3,333	246	24,004	23,333	671	3%
Management Fee	19,920	20,021	(101)	138,648	140,147	(1,499)	-1%
Book-keeping Fee	12,450	12,513	(63)	86,655	87,592	(937)	-1%
Advertising and Marketing	-	167	(167)	200	1,167	(967)	-83%
Employee Benefit contributions - Administrative	7,230	8,390	(1,161)	57,579	58,732	(1,153)	-2%
Office Expenses	5,001	4,980	21	49,213	34,860	14,353	41%
Training & Travel	150	542	(392)	1,345	3,792	(2,447)	-65%
Other Administrative Expenses	10,607	9,688	920	50,571	67,815	(17,244)	-25%
<b>Total Operating - Administrative</b>	<b>82,134</b>	<b>86,444</b>	<b>(4,310)</b>	<b>578,582</b>	<b>605,110</b>	<b>(26,528)</b>	<b>-4%</b>
Total Tenant Services	240	-	240	668	-	668	
Total Utilities	1,933	620	1,313	6,280	4,340	1,940	45%
Bldg. Maintenance	1,519	1,439	80	8,808	10,072	(1,264)	-13%
Insurance Premiums	967	1,348	(381)	6,919	9,435	(2,516)	-27%
Other General Expenses	395	467	(72)	3,709	3,267	442	14%
<b>Total Operating Expenses</b>	<b>\$ 87,188</b>	<b>\$ 90,318</b>	<b>\$ (3,130)</b>	<b>\$ 604,966</b>	<b>\$ 632,224</b>	<b>\$ (27,257)</b>	<b>-4%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ 843,405</b>	<b>\$ 809,923</b>	<b>\$ 33,482</b>	<b>\$ 5,721,392</b>	<b>\$ 5,669,459</b>	<b>\$ 51,933</b>	<b>1%</b>
Homeownership	4,262	4,236	26	29,558	29,652	(94)	0%
Portable Housing Assistance Payments	7,284	9,450	(2,166)	55,485	66,150	(10,665)	-16%
S8 FSS Payments	11,621	12,500	(879)	96,622	87,500	9,122	10%
VASH Housing Assistance Payments	50,156	62,430	(12,274)	351,514	437,010	(85,496)	-20%
All Other Vouchers Housing Assistance Payments	739,298	724,430	14,868	5,139,113	5,071,010	68,103	1%
<b>Total Housing Assistance Payments</b>	<b>812,622</b>	<b>813,046</b>	<b>(424)</b>	<b>5,672,293</b>	<b>5,691,322</b>	<b>(19,029)</b>	<b>0%</b>
Depreciation Expense	1,701	-	1,701	11,904	-	11,904	
<b>Total Expenses</b>	<b>\$ 901,510</b>	<b>\$ 903,364</b>	<b>\$ (1,853)</b>	<b>\$ 6,289,163</b>	<b>\$ 6,323,546</b>	<b>\$ (34,383)</b>	<b>-1%</b>
<b>Net Gain (Loss)</b>	<b>\$ 29,082</b>	<b>\$ (3,123)</b>	<b>\$ 32,205</b>	<b>\$ 37,196</b>	<b>\$ (21,863)</b>	<b>\$ 59,059</b>	

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 32,080	\$ 26,836	\$ 5,244	\$ 207,170	\$ 187,849	\$ 19,321	10%
Vacancy Loss	(2,540)	(1,427)	(1,113)	(21,937)	(9,987)	(11,950)	120%
Net Tenant Rental Revenue	29,540	25,409	4,131	185,233	177,862	7,371	4%
Tenant Revenue - Other	1,221	542	679	6,394	3,797	2,597	68%
<b>Total Tenant Revenue</b>	<b>30,761</b>	<b>25,951</b>	<b>4,810</b>	<b>191,627</b>	<b>181,659</b>	<b>9,968</b>	5%
HUD PHA Operating Grants	42,503	34,874	7,629	295,738	244,117	51,620	21%
Capital Fund Grants	-	-	-	-	-	-	
<b>Total Grant Revenue</b>	<b>42,503</b>	<b>34,874</b>	<b>7,629</b>	<b>295,738</b>	<b>244,117</b>	<b>51,620</b>	21%
Investment Income - Unrestricted	1,925	338	1,588	8,401	2,363	6,038	256%
Fraud Recovery	-	-	-	-	-	-	0%
Other Revenue	5,553	3,063	2,490	46,843	21,443	25,400	118%
<b>Total Revenue</b>	<b>\$ 80,742</b>	<b>\$ 64,226</b>	<b>\$ 16,516</b>	<b>\$ 542,608</b>	<b>\$ 449,582</b>	<b>\$ 93,026</b>	21%
Administrative Salaries	5,353	4,000	1,354	28,661	27,997	665	2%
Auditing Fees	327	400	(73)	2,439	2,800	(361)	-13%
Management Fee	5,524	5,524	0	38,720	38,671	49	0%
Book-keeping Fee	855	855	-	5,993	5,985	8	0%
Advertising and Marketing	-	-	-	28	-	28	
Employee Benefit contributions - Administrative	879	1,349	(470)	8,214	9,446	(1,232)	-13%
Office Expenses	1,214	975	239	7,807	6,823	984	14%
Legal Expense	-	125	(125)	70	875	(805)	-92%
Training & Travel	-	358	(358)	95	2,508	(2,414)	-96%
Other	385	820	(435)	3,231	5,740	(2,509)	-44%
<b>Total Operating - Administrative</b>	<b>14,537</b>	<b>14,406</b>	<b>131</b>	<b>95,257</b>	<b>100,845</b>	<b>(5,588)</b>	-6%
Asset Management Fee	1,200	1,200	-	8,400	8,400	-	0%
<b>Total Tenant Services</b>	<b>222</b>	<b>1,193</b>	<b>(971)</b>	<b>6,773</b>	<b>8,350</b>	<b>(1,577)</b>	-19%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Water	\$ 4,061	\$ 2,597	\$ 1,464	\$ 16,653	\$ 18,177	\$ (1,524)	-8%
Electricity	3,623	1,431	2,192	8,737	10,019	(1,282)	-13%
Gas	816	1,039	(223)	7,010	7,272	(261)	-4%
Sewer	3,694	2,461	1,234	17,073	17,225	(151)	-1%
<b>Total Utilities</b>	<b>12,194</b>	<b>7,527</b>	<b>4,666</b>	<b>49,474</b>	<b>52,692</b>	<b>(3,218)</b>	<b>-6%</b>
Maintenance - Labor	16,229	17,477	(1,248)	112,132	122,338	(10,206)	-8%
Maintenance - Materials & Other	6,922	5,733	1,188	39,130	40,132	(1,002)	-2%
Maintenance and Operations Contracts	4,801	7,564	(2,763)	67,601	52,951	14,650	28%
Employee Benefit Contributions - Maintenance	4,635	5,721	(1,086)	32,006	40,048	(8,042)	-20%
<b>Total Maintenance</b>	<b>32,586</b>	<b>36,495</b>	<b>(3,909)</b>	<b>250,868</b>	<b>255,468</b>	<b>(4,600)</b>	<b>-2%</b>
<b>Total Protective Services</b>	<b>2,516</b>	<b>2,976</b>	<b>(460)</b>	<b>19,153</b>	<b>20,832</b>	<b>(1,679)</b>	<b>-8%</b>
<b>Total Insurance Premiums</b>	<b>4,856</b>	<b>4,404</b>	<b>452</b>	<b>33,080</b>	<b>30,828</b>	<b>2,252</b>	<b>7%</b>
Other General Expenses	36	1,857	(1,820)	34,315	12,996	21,319	164%
Payments in Lieu of Taxes	1,735	1,788	(54)	12,661	12,518	143	1%
Bad debt - Tenant Rents	-	389	(389)	2,535	2,726	(191)	-7%
<b>Total Other General Expenses</b>	<b>1,771</b>	<b>4,034</b>	<b>(2,264)</b>	<b>49,511</b>	<b>28,240</b>	<b>21,271</b>	<b>75%</b>
Interest on Notes Payable	267	351	(84)	2,268	2,456	(188)	-8%
<b>Total Operating Expenses</b>	<b>\$ 70,149</b>	<b>\$ 72,587</b>	<b>\$ (2,438)</b>	<b>\$ 514,783</b>	<b>\$ 508,111</b>	<b>\$ 6,673</b>	<b>1%</b>
<b>Excess of Operating Revenue over Operating Expen:</b>	<b>\$ 10,594</b>	<b>\$ (8,361)</b>	<b>\$ 18,955</b>	<b>\$ 27,825</b>	<b>\$ (58,529)</b>	<b>\$ 86,354</b>	<b>-148%</b>
Extraordinary Maintenance	-	500	(500)	12,497	3,500	8,997	257%
Depreciation Expense	13,830	13,523	307	96,805	94,659	2,146	2%
<b>Total Expenses</b>	<b>\$ 83,979</b>	<b>\$ 86,610</b>	<b>\$ (2,631)</b>	<b>\$ 653,116</b>	<b>\$ 606,270</b>	<b>\$ 46,846</b>	<b>8%</b>
<b>Net Gain (Loss)</b>	<b>\$ (3,237)</b>	<b>\$ (22,384)</b>	<b>\$ 19,147</b>	<b>\$ (110,507)</b>	<b>\$ (156,688)</b>	<b>\$ 46,181</b>	<b>-29%</b>



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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 71,282	\$ 71,047	\$ 235	\$ 505,044	\$ 497,326	\$ 7,718	2%
Rental Subsidies	86,205	87,080	(875)	601,859	609,560	(7,701)	-1%
Vacancy Loss	(1,752)	(3,558)	1,806	(28,644)	(24,905)	(3,740)	15%
Net Rental Revenue	155,735	154,569	1,166	1,078,259	1,081,981	(3,722)	0%
Tenant Revenue - Other	717	1,117	(400)	8,277	7,816	461	6%
<b>Total Tenant Revenue</b>	<b>156,451</b>	<b>155,685</b>	<b>766</b>	<b>1,086,535</b>	<b>1,089,797</b>	<b>(3,261)</b>	<b>0%</b>
Investment Income - Unrestricted	2,788	501	2,288	11,934	3,504	8,430	241%
Other Revenue	8,190	7,054	1,136	57,497	49,379	8,119	16%
<b>Total Revenue</b>	<b>\$ 167,430</b>	<b>\$ 163,240</b>	<b>\$ 4,190</b>	<b>\$ 1,155,967</b>	<b>\$ 1,142,679</b>	<b>\$ 13,288</b>	<b>1%</b>
Administrative Salaries	9,837	12,548	(2,711)	71,548	87,833	(16,286)	-19%
Auditing Fees	1,150	1,117	33	8,050	7,817	233	3%
Property Management Fee	10,051	9,765	286	68,538	68,352	186	0%
Asset Management Fees	1,100	1,100	-	7,698	7,698	-	0%
Advertising and Marketing	-	8	(8)	-	58	(58)	-100%
Employee Benefit contributions - Administrative	2,793	4,119	(1,325)	18,595	28,830	(10,235)	-36%
Office Expenses	1,225	2,443	(1,218)	18,289	17,102	1,187	7%
Legal Expense	46	172	(127)	1,455	1,207	248	21%
Training & Travel	-	167	(167)	321	1,168	(847)	-72%
Other	780	539	241	5,040	3,771	1,269	34%
<b>Total Operating - Administrative</b>	<b>26,981</b>	<b>31,977</b>	<b>(4,996)</b>	<b>199,533</b>	<b>223,836</b>	<b>(24,303)</b>	<b>-11%</b>
<b>Total Tenant Services</b>	<b>9,678</b>	<b>9,605</b>	<b>74</b>	<b>63,000</b>	<b>67,232</b>	<b>(4,232)</b>	<b>-6%</b>
Water	12,375	5,258	7,117	37,750	36,804	945	3%
Electricity	32,407	12,597	19,810	88,851	88,176	675	1%
Gas	1,520	1,087	434	11,432	7,608	3,824	50%
Sewer	8,584	3,840	4,745	28,850	26,877	1,973	7%
<b>Total Utilities</b>	<b>\$ 54,886</b>	<b>\$ 22,781</b>	<b>\$ 32,105</b>	<b>\$ 166,883</b>	<b>\$ 159,465</b>	<b>\$ 7,418</b>	<b>5%</b>

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

	Current Month		Budget		Variance		Year to Date		Budget		Variance		Percent of Variance
Maintenance - Labor	\$	13,395	\$	13,052	\$	343	\$	94,801	\$	91,367	\$	3,434	4%
Maintenance - Materials & Other		8,724		5,848		2,877		41,045		40,933		112	0%
Maintenance and Operations Contracts		9,910		10,352		(442)		63,088		72,464		(9,375)	-13%
Employee Benefit Contributions - Maintenance		4,625		4,978		(354)		31,469		34,848		(3,380)	-10%
<b>Total Maintenance</b>		<b>36,654</b>		<b>34,230</b>		<b>2,424</b>		<b>230,402</b>		<b>239,612</b>		<b>(9,210)</b>	-4%
<b>Total Insurance Premiums</b>		<b>6,343</b>		<b>6,188</b>		<b>155</b>		<b>44,495</b>		<b>43,316</b>		<b>1,179</b>	3%
Other General Expenses		569		-		569		2,904		-		2,904	
Taxes		4,717		4,717		-		33,022		33,022		-	0%
Bad debt - Tenant Rents		(2,412)		1,993		(4,405)		1,737		13,950		(12,213)	-88%
<b>Total Other General Expenses</b>		<b>2,874</b>		<b>6,710</b>		<b>(3,836)</b>		<b>37,663</b>		<b>46,972</b>		<b>(9,309)</b>	-20%
Interest of Mortgage (or Bonds) Payable		16,534		16,534		(0)		115,741		115,741		(0)	0%
Interest on Notes Payable (Seller Financing)		20,967		20,967		0		146,766		146,766		0	0%
Amortization of Loan Costs		2,274		2,274		(0)		15,918		15,920		(2)	0%
<b>Total Interest Expense and Amortization Cost</b>		<b>39,775</b>		<b>39,775</b>		<b>(0)</b>		<b>278,424</b>		<b>278,427</b>		<b>(2)</b>	0%
<b>Total Operating Expenses</b>	\$	<b>177,192</b>	\$	<b>151,266</b>	\$	<b>25,926</b>	\$	<b>1,020,400</b>	\$	<b>1,058,859</b>	\$	<b>(38,459)</b>	-4%
<b>Excess of Operating Revenue over Operating Expenses</b>	\$	<b>(9,762)</b>	\$	<b>11,974</b>	\$	<b>(21,736)</b>	\$	<b>135,567</b>	\$	<b>83,820</b>	\$	<b>51,747</b>	62%
Extraordinary Maintenance		6,980		-		6,980		31,867		-		31,867	
Depreciation Expense		58,956		65,653		(6,697)		412,693		459,572		(46,879)	-10%
<b>Total Expenses</b>	\$	<b>243,128</b>	\$	<b>216,919</b>	\$	<b>26,209</b>	\$	<b>1,464,960</b>	\$	<b>1,518,431</b>	\$	<b>(53,471)</b>	-4%
<b>Net Gain (Loss)</b>	\$	<b>(75,698)</b>	\$	<b>(53,679)</b>	\$	<b>(22,019)</b>	\$	<b>(308,993)</b>	\$	<b>(375,752)</b>	\$	<b>66,759</b>	-18%

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 16,600	\$ 15,902	\$ 698	\$ 105,605	\$ 111,312	\$ (5,706)	-5%
Rental Subsidies	30,610	30,780	(170)	218,525	215,460	3,065	1%
Vacancy Loss	(2,044)	(1,401)	(643)	(7,346)	(9,804)	2,457	-25%
Net Rental Revenue	<b>45,166</b>	<b>45,281</b>	<b>(115)</b>	<b>316,784</b>	<b>316,968</b>	<b>(184)</b>	<b>0%</b>
Tenant Revenue - Other	365	1,129	(764)	18,710	7,905	10,805	137%
<b>Total Tenant Revenue</b>	<b>45,531</b>	<b>46,410</b>	<b>(879)</b>	<b>335,494</b>	<b>324,873</b>	<b>10,621</b>	<b>3%</b>
Investment Income - Unrestricted	759	126	633	3,294	885	2,410	272%
Other Revenue	2,204	2,679	(475)	14,908	18,756	(3,848)	-21%
<b>Total Revenue</b>	<b>\$ 48,494</b>	<b>\$ 49,216</b>	<b>\$ (722)</b>	<b>\$ 353,696</b>	<b>\$ 344,514</b>	<b>\$ 9,182</b>	<b>3%</b>
Administrative Salaries	2,425	3,035	(609)	17,705	21,242	(3,536)	-17%
Auditing Fees	883	858	25	6,183	6,008	175	3%
Property Management Fee	2,387	2,945	(559)	17,520	20,618	(3,098)	-15%
Asset Management Fees	1,070	1,000	71	7,068	6,998	71	1%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	699	1,031	(332)	5,018	7,216	(2,199)	-30%
Office Expenses	272	783	(511)	7,318	5,482	1,836	33%
Legal Expense	179	25	154	439	175	264	151%
Training & Travel	-	45	(45)	86	312	(225)	-72%
Other	195	124	71	1,046	870	177	20%
<b>Total Operating - Administrative</b>	<b>8,111</b>	<b>9,850</b>	<b>(1,739)</b>	<b>62,384</b>	<b>68,950</b>	<b>(6,566)</b>	<b>-10%</b>
<b>Total Tenant Services</b>	<b>1,437</b>	<b>1,650</b>	<b>(213)</b>	<b>10,789</b>	<b>11,549</b>	<b>(761)</b>	<b>-7%</b>
Water	1,851	1,829	22	10,754	12,804	(2,049)	-16%
Electricity	1,805	826	979	5,517	5,784	(268)	-5%
Gas	275	233	43	2,485	1,628	856	53%
Sewer	1,419	1,523	(104)	8,901	10,661	(1,760)	-17%
<b>Total Utilities</b>	<b>\$ 5,350</b>	<b>\$ 4,411</b>	<b>\$ 939</b>	<b>\$ 27,656</b>	<b>\$ 30,877</b>	<b>\$ (3,221)</b>	<b>-10%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 2,976	\$ 2,869	\$ 108	\$ 20,623	\$ 20,081	\$ 543	3%
Maintenance - Materials & Other	4,531	2,916	1,615	18,447	20,413	(1,966)	-10%
Maintenance and Operations Contracts	3,242	4,400	(1,158)	38,616	30,798	7,819	25%
Employee Benefit Contributions - Maintenance	1,037	1,057	(20)	7,208	7,397	(188)	-3%
<b>Total Maintenance</b>	<b>11,786</b>	<b>11,241</b>	<b>545</b>	<b>84,895</b>	<b>78,688</b>	<b>6,206</b>	<b>8%</b>
<b>Total Insurance Premiums</b>	<b>4,512</b>	<b>4,417</b>	<b>96</b>	<b>33,772</b>	<b>30,917</b>	<b>2,855</b>	<b>9%</b>
Other General Expenses	325	-	325	1,444	-	1,444	
Property Taxes	1,791	1,791	-	12,536	12,536	-	0%
Bad debt - Tenant Rents	-	302	(302)	7	2,112	(2,105)	-100%
<b>Total Other General Expenses</b>	<b>2,116</b>	<b>2,093</b>	<b>24</b>	<b>13,988</b>	<b>14,648</b>	<b>(660)</b>	<b>-5%</b>
Interest of Mortgage (or Bonds) Payable	3,312	3,487	(175)	24,173	24,408	(235)	-1%
Interest on Notes Payable (Seller Financing)	6,714	6,748	(35)	46,995	47,239	(244)	-1%
Amortization of Loan Costs	1,664	1,664	-	11,646	11,646	-	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>11,689</b>	<b>11,899</b>	<b>(210)</b>	<b>82,814</b>	<b>83,293</b>	<b>(479)</b>	<b>-1%</b>
<b>Total Operating Expenses</b>	<b>\$ 45,002</b>	<b>\$ 45,560</b>	<b>\$ (558)</b>	<b>\$ 316,297</b>	<b>\$ 318,922</b>	<b>\$ (2,625)</b>	<b>-1%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ 3,492</b>	<b>\$ 3,656</b>	<b>\$ (164)</b>	<b>\$ 37,399</b>	<b>\$ 25,592</b>	<b>\$ 11,807</b>	<b>46%</b>
Extraordinary Maintenance	-	-	-	7,525	-	7,525	
Depreciation Expense	18,775	18,774	1	131,419	131,421	(2)	0%
<b>Total Expenses</b>	<b>\$ 63,777</b>	<b>\$ 64,335</b>	<b>\$ (557)</b>	<b>\$ 455,241</b>	<b>\$ 450,343</b>	<b>\$ 4,898</b>	<b>1%</b>
<b>Net Gain (Loss)</b>	<b>\$ (15,283)</b>	<b>\$ (15,118)</b>	<b>\$ (165)</b>	<b>\$ (101,545)</b>	<b>\$ (105,829)</b>	<b>\$ 4,284</b>	<b>-4%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 40,669	\$ 40,012	\$ 657	\$ 292,006	\$ 280,084	\$ 11,922	4%
Rental Subsidies	47,853	48,510	(657)	327,648	339,570	(11,922)	-4%
Vacancy Loss	(2,158)	(2,213)	55	(19,643)	(15,492)	(4,152)	27%
Net Rental Revenue	<b>86,364</b>	<b>86,309</b>	<b>55</b>	<b>600,011</b>	<b>604,162</b>	<b>(4,152)</b>	<b>-1%</b>
Tenant Revenue - Other	164	331	(167)	3,335	2,315	1,020	44%
<b>Total Tenant Revenue</b>	<b>86,528</b>	<b>86,640</b>	<b>(112)</b>	<b>603,346</b>	<b>606,478</b>	<b>(3,132)</b>	<b>-1%</b>
Investment Income - Unrestricted	1,033	195	839	4,074	1,362	2,713	199%
Other Revenue	2,105	1,745	361	15,938	12,212	3,727	31%
<b>Total Revenue</b>	<b>\$ 89,666</b>	<b>\$ 88,579</b>	<b>\$ 1,088</b>	<b>\$ 623,358</b>	<b>\$ 620,051</b>	<b>\$ 3,307</b>	<b>1%</b>
Administrative Salaries	6,087	7,481	(1,395)	38,282	52,370	(14,088)	-27%
Auditing Fees	1,233	1,200	33	8,633	8,400	233	3%
Property Management Fee	5,319	5,303	16	37,162	37,122	40	0%
Asset Management Fees	1,016	1,016	-	7,114	7,114	-	0%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	1,444	2,500	(1,055)	10,804	17,498	(6,694)	-38%
Office Expenses	642	1,392	(750)	8,404	9,742	(1,339)	-14%
Legal Expense	-	42	(42)	1,127	292	835	286%
Training & Travel	-	63	(63)	167	444	(277)	-62%
Other	244	243	1	1,746	1,704	42	2%
<b>Total Operating - Administrative</b>	<b>15,985</b>	<b>19,245</b>	<b>(3,260)</b>	<b>113,438</b>	<b>134,715</b>	<b>(21,277)</b>	<b>-16%</b>
Tenant Services - Salaries	3,532	3,640	(108)	24,937	25,480	(543)	-2%
Employee Benefit Contributions - Tenant Services	1,122	1,166	(43)	7,887	8,160	(272)	-3%
Tenant Services - Other	1,768	1,478	289	8,985	10,348	(1,363)	-13%
<b>Total Tenant Services</b>	<b>6,421</b>	<b>6,284</b>	<b>137</b>	<b>41,810</b>	<b>43,988</b>	<b>(2,178)</b>	<b>-5%</b>
Water	4,046	1,499	2,547	11,201	10,494	707	7%
Electricity	22,761	8,836	13,925	62,397	61,854	543	1%
Gas	895	551	344	6,237	3,859	2,378	62%
Sewer	2,518	974	1,544	7,777	6,821	956	14%
<b>Total Utilities</b>	<b>\$ 30,220</b>	<b>\$ 11,861</b>	<b>\$ 18,359</b>	<b>\$ 87,613</b>	<b>\$ 83,028</b>	<b>\$ 4,585</b>	<b>6%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 8,603	\$ 8,114	\$ 490	\$ 50,872	\$ 56,797	\$ (5,925)	-10%
Maintenance - Materials & Other	1,748	2,713	(965)	21,722	18,993	2,729	14%
Maintenance and Operations Contracts	10,793	7,676	3,117	55,335	53,731	1,603	3%
Employee Benefit Contributions - Maintenance	2,144	2,642	(498)	14,250	18,497	(4,247)	-23%
<b>Total Maintenance</b>	<b>23,289</b>	<b>21,145</b>	<b>2,144</b>	<b>142,179</b>	<b>148,018</b>	<b>(5,839)</b>	<b>-4%</b>
Property Insurance	2,945	2,687	258	20,615	18,809	1,806	10%
Workmen's Compensation	346	385	(39)	2,168	2,693	(526)	-20%
All Other Insurance	71	68	3	497	477	20	4%
<b>Total Insurance Premiums</b>	<b>3,362</b>	<b>3,140</b>	<b>222</b>	<b>23,280</b>	<b>21,979</b>	<b>1,300</b>	<b>6%</b>
Other General Expenses	110	-	110	3,417	-	3,417	
Taxes	2,359	2,359	-	16,511	16,511	-	0%
Bad debt - Tenant Rents	(15)	295	(310)	(75)	2,062	(2,137)	-104%
<b>Total Other General Expenses</b>	<b>2,454</b>	<b>2,653</b>	<b>(199)</b>	<b>19,854</b>	<b>18,573</b>	<b>1,280</b>	<b>7%</b>
Interest of Mortgage (or Bonds) Payable	5,411	5,701	(290)	39,492	39,904	(411)	-1%
Interest on Notes Payable (Seller Financing)	9,215	9,215	(0)	64,506	64,507	(0)	0%
Amortization of Loan Costs	1,568	1,568	-	10,976	10,976	-	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>16,194</b>	<b>16,484</b>	<b>(290)</b>	<b>114,975</b>	<b>115,386</b>	<b>(412)</b>	
<b>Total Operating Expenses</b>	<b>\$ 97,926</b>	<b>\$ 80,813</b>	<b>\$ 17,114</b>	<b>\$ 543,148</b>	<b>\$ 565,688</b>	<b>\$ (22,540)</b>	<b>-4%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ (8,260)</b>	<b>\$ 7,766</b>	<b>\$ (16,026)</b>	<b>\$ 80,210</b>	<b>\$ 54,363</b>	<b>\$ 25,847</b>	<b>48%</b>
Extraordinary Maintenance	-	-	-	5,263	-	5,263	
Depreciation Expense	40,528	40,591	(63)	283,697	284,136	(439)	0%
<b>Total Expenses</b>	<b>\$ 138,454</b>	<b>\$ 121,403</b>	<b>\$ 17,051</b>	<b>\$ 832,107</b>	<b>\$ 849,823</b>	<b>\$ (17,716)</b>	<b>-2%</b>
<b>Net Gain (Loss)</b>	<b>\$ (48,788)</b>	<b>\$ (32,825)</b>	<b>\$ (15,963)</b>	<b>\$ (208,749)</b>	<b>\$ (229,773)</b>	<b>\$ 21,023</b>	<b>-9%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 8,650	\$ 7,638	\$ 1,013	\$ 56,619	\$ 53,463	\$ 3,156	6%
Rental Subsidies	7,925	8,750	(825)	57,156	61,250	(4,094)	-7%
Vacancy Loss	(360)	(328)	(32)	(1,223)	(2,295)	1,071	-47%
Net Rental Revenue	<b>16,215</b>	<b>16,060</b>	<b>155</b>	<b>112,552</b>	<b>112,418</b>	<b>134</b>	<b>0%</b>
Tenant Revenue - Other	2,243	90	2,152	2,623	631	1,993	316%
<b>Total Tenant Revenue</b>	<b>18,458</b>	<b>16,150</b>	<b>2,308</b>	<b>115,175</b>	<b>113,048</b>	<b>2,127</b>	<b>2%</b>
Investment Income - Unrestricted	211	38	173	927	264	663	251%
Other Revenue	188	287	(99)	2,529	2,008	521	26%
<b>Total Revenue</b>	<b>\$ 18,857</b>	<b>\$ 16,474</b>	<b>\$ 2,382</b>	<b>\$ 118,632</b>	<b>\$ 115,321</b>	<b>\$ 3,311</b>	<b>3%</b>
Administrative Salaries	757	948	(191)	7,804	6,637	1,167	18%
Auditing Fees	708	688	21	4,958	4,813	146	3%
Property Management Fee	932	822	110	5,885	5,753	132	2%
Asset Management Fees	1,011	1,011	-	7,080	7,080	-	0%
Employee Benefit contributions - Administrative	218	324	(107)	1,870	2,270	(400)	-18%
Office Expenses	102	328	(226)	2,488	2,298	190	8%
Legal Expense	-	17	(17)	-	117	(117)	-100%
Training & Travel	-	15	(15)	33	103	(70)	-68%
Other	33	47	(14)	311	328	(17)	-5%
<b>Total Operating - Administrative</b>	<b>3,762</b>	<b>4,204</b>	<b>(442)</b>	<b>30,430</b>	<b>29,428</b>	<b>1,002</b>	<b>3%</b>
Water	419	210	209	1,304	1,469	(164)	-11%
Electricity	2,819	999	1,820	6,933	6,994	(62)	-1%
Gas	172	364	(192)	3,857	2,547	1,310	51%
Sewer	289	159	129	1,045	1,116	(71)	-6%
<b>Total Utilities</b>	<b>\$ 3,699</b>	<b>\$ 1,732</b>	<b>\$ 1,967</b>	<b>\$ 13,139</b>	<b>\$ 12,126</b>	<b>\$ 1,013</b>	<b>8%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 991	\$ 956	\$ 34	\$ 6,871	\$ 6,694	\$ 177	3%
Maintenance - Materials & Other	88	596	(508)	3,449	4,171	(723)	-17%
Maintenance and Operations Contracts	2,946	1,109	1,836	10,840	7,766	3,074	40%
Employee Benefit Contributions - Maintenance	345	352	(7)	2,452	2,466	(13)	-1%
<b>Total Maintenance</b>	<b>4,370</b>	<b>3,014</b>	<b>1,356</b>	<b>23,612</b>	<b>21,097</b>	<b>2,515</b>	<b>12%</b>
<b>Total Protective Services</b>	<b>479</b>	<b>633</b>	<b>(153)</b>	<b>3,922</b>	<b>4,429</b>	<b>(507)</b>	<b>-11%</b>
<b>Total Insurance Premiums</b>	<b>1,009</b>	<b>920</b>	<b>89</b>	<b>7,118</b>	<b>6,440</b>	<b>678</b>	<b>11%</b>
Other General Expenses	16	-	16	186	-	186	
Taxes	598	598	-	4,189	4,189	-	0%
Bad debt - Tenant Rents	-	153	(153)	-	1,074	(1,074)	-100%
<b>Total Other General Expenses</b>	<b>615</b>	<b>752</b>	<b>(137)</b>	<b>4,375</b>	<b>5,263</b>	<b>(888)</b>	<b>-17%</b>
Interest of Mortgage (or Bonds) Payable	690	727	(37)	5,043	5,088	(46)	-1%
Amortization of Loan Costs	681	681	(0)	4,764	4,765	(0)	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>1,371</b>	<b>1,408</b>	<b>(37)</b>	<b>9,807</b>	<b>9,853</b>	<b>(46)</b>	<b>0%</b>
<b>Total Operating Expenses</b>	<b>\$ 15,420</b>	<b>\$ 12,662</b>	<b>\$ 2,757</b>	<b>\$ 92,549</b>	<b>\$ 88,637</b>	<b>\$ 3,912</b>	<b>4%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ 3,437</b>	<b>\$ 3,812</b>	<b>\$ (375)</b>	<b>\$ 26,083</b>	<b>\$ 26,684</b>	<b>\$ (601)</b>	<b>-2%</b>
Extraordinary Maintenance	-	-	-	-	-	-	
Depreciation Expense	10,277	10,277	0	71,939	71,939	0	0%
<b>Total Expenses</b>	<b>\$ 25,697</b>	<b>\$ 22,939</b>	<b>\$ 2,757</b>	<b>\$ 164,488</b>	<b>\$ 160,576</b>	<b>\$ 3,912</b>	<b>2%</b>
<b>Net Gain (Loss)</b>	<b>\$ (6,840)</b>	<b>\$ (6,465)</b>	<b>\$ (375)</b>	<b>\$ (45,856)</b>	<b>\$ (45,256)</b>	<b>\$ (601)</b>	<b>1%</b>



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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 11,892	\$ 9,746	\$ 2,145	\$ 66,776	\$ 68,225	\$ (1,449)	-2%
Rental Subsidies	18,444	20,520	(2,076)	145,576	143,640	1,936	1%
Vacancy Loss	(1,814)	(908)	(906)	(8,786)	(6,356)	(2,430)	38%
Net Rental Revenue	<b>28,522</b>	<b>29,358</b>	<b>(836)</b>	<b>203,566</b>	<b>205,509</b>	<b>(1,943)</b>	<b>-1%</b>
Tenant Revenue - Other	396	186	210	1,467	1,301	166	13%
<b>Total Tenant Revenue</b>	<b>28,918</b>	<b>29,544</b>	<b>(626)</b>	<b>205,033</b>	<b>206,810</b>	<b>(1,777)</b>	<b>-1%</b>
Investment Income - Unrestricted	195	66	129	1,145	465	680	146%
Other Revenue	-	145	(145)	1,547	1,014	532	52%
<b>Total Revenue</b>	<b>\$ 29,114</b>	<b>\$ 29,756</b>	<b>\$ (642)</b>	<b>\$ 207,724</b>	<b>\$ 208,289</b>	<b>\$ (565)</b>	<b>0%</b>
Administrative Salaries	2,567	2,298	269	14,115	16,088	(1,973)	-12%
Auditing Fees	1,233	1,200	33	8,633	8,400	233	3%
Property Management Fee	1,735	1,781	(46)	12,205	12,469	(265)	-2%
Asset Management Fees	704	704	-	4,925	4,925	-	0%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	437	782	(345)	3,045	5,473	(2,428)	-44%
Office Expenses	412	455	(43)	2,870	3,183	(313)	-10%
Legal Expense	-	25	(25)	-	175	(175)	-100%
Training & Travel	-	58	(58)	77	408	(332)	-81%
Other	164	110	54	851	770	81	10%
<b>Total Operating - Administrative</b>	<b>7,251</b>	<b>7,417</b>	<b>(166)</b>	<b>46,720</b>	<b>51,920</b>	<b>(5,201)</b>	<b>-10%</b>
<b>Total Tenant Services</b>	<b>994</b>	<b>1,259</b>	<b>(264)</b>	<b>7,054</b>	<b>8,811</b>	<b>(1,757)</b>	<b>-20%</b>
Water	1,118	968	150	6,031	6,773	(742)	-11%
Electricity	656	470	185	2,789	3,292	(503)	-15%
Gas	112	195	(83)	1,226	1,363	(138)	-10%
Sewer	977	923	54	5,927	6,462	(535)	-8%
<b>Total Utilities</b>	<b>\$ 2,863</b>	<b>\$ 2,556</b>	<b>\$ 307</b>	<b>\$ 15,973</b>	<b>\$ 17,890</b>	<b>\$ (1,917)</b>	<b>-11%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 2,575	\$ 2,715	\$ (140)	\$ 19,088	\$ 19,006	\$ 83	0%
Maintenance - Materials & Other	1,337	717	620	5,635	5,019	616	12%
Maintenance and Operations Contracts	1,986	2,814	(828)	15,396	19,697	(4,302)	-22%
Employee Benefit Contributions - Maintenance	964	1,035	(71)	6,930	7,244	(315)	-4%
<b>Total Maintenance</b>	<b>6,862</b>	<b>7,281</b>	<b>(419)</b>	<b>47,049</b>	<b>50,966</b>	<b>(3,918)</b>	<b>-8%</b>
<b>Total Insurance Premiums</b>	<b>2,988</b>	<b>2,726</b>	<b>261</b>	<b>20,863</b>	<b>19,083</b>	<b>1,780</b>	<b>9%</b>
Other General Expenses	15	-	15	200	-	200	
Property Taxes	1,574	1,574	-	11,020	11,020	-	0%
Bad debt - Tenant Rents	-	127	(127)	3,170	889	2,281	257%
<b>Total Other General Expenses</b>	<b>1,589</b>	<b>1,701</b>	<b>(112)</b>	<b>14,390</b>	<b>11,909</b>	<b>2,481</b>	<b>21%</b>
Interest of Mortgage (or Bonds) Payable	645	647	(2)	4,538	4,526	13	0%
Interest on Notes Payable	1,268	-	1,268	8,875	-	8,875	
Amortization of Loan Costs	526	526	0	3,685	3,685	0	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>2,439</b>	<b>1,173</b>	<b>1,266</b>	<b>17,099</b>	<b>8,210</b>	<b>8,888</b>	<b>108%</b>
<b>Total Operating Expenses</b>	<b>\$ 24,986</b>	<b>\$ 24,113</b>	<b>\$ 873</b>	<b>\$ 169,147</b>	<b>\$ 168,789</b>	<b>\$ 358</b>	<b>0%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ 4,127</b>	<b>\$ 5,643</b>	<b>\$ (1,515)</b>	<b>\$ 38,577</b>	<b>\$ 39,500</b>	<b>\$ (922)</b>	<b>-2%</b>
Extraordinary Maintenance	-	-	-	3,459	-	3,459	
Depreciation Expense	24,812	24,812	(0)	173,683	173,683	(0)	0%
<b>Total Expenses</b>	<b>\$ 49,798</b>	<b>\$ 48,925</b>	<b>\$ 873</b>	<b>\$ 346,289</b>	<b>\$ 342,473</b>	<b>\$ 3,816</b>	<b>1%</b>
<b>Net Gain (Loss)</b>	<b>\$ (20,684)</b>	<b>\$ (19,169)</b>	<b>\$ (1,515)</b>	<b>\$ (138,565)</b>	<b>\$ (134,184)</b>	<b>\$ (4,381)</b>	<b>3%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Tenant Rental Revenue	\$ 7,856	\$ 5,377	\$ 2,479	\$ 52,978	\$ 37,637	\$ 15,341	41%
Rental Subsidies	10,618	13,140	(2,522)	76,340	91,980	(15,640)	-17%
Vacancy Loss	(141)	(556)	415	(7,346)	(3,889)	(3,457)	89%
Net Rental Revenue	<b>18,333</b>	<b>17,961</b>	<b>372</b>	<b>121,972</b>	<b>125,728</b>	<b>(3,756)</b>	<b>-3%</b>
Tenant Revenue - Other	1,560	77	1,483	4,006	536	3,470	
<b>Total Tenant Revenue</b>	<b>19,893</b>	<b>18,038</b>	<b>1,855</b>	<b>125,978</b>	<b>126,264</b>	<b>(286)</b>	<b>0%</b>
Investment Income - Unrestricted	192	60	131	997	422	575	136%
Other Revenue	-	42	(42)	213	292	(79)	-27%
<b>Total Revenue</b>	<b>\$ 20,084</b>	<b>\$ 18,140</b>	<b>\$ 1,945</b>	<b>\$ 127,188</b>	<b>\$ 126,978</b>	<b>\$ 210</b>	<b>0%</b>
Administrative Salaries	1,621	1,438	183	8,891	10,065	(1,174)	-12%
Auditing Fees	1,233	1,200	33	8,633	8,400	233	0%
Property Management Fee	1,194	1,085	109	7,445	7,593	(149)	-2%
Asset Management Fees	704	704	-	4,925	4,925	-	0%
Advertising and Marketing	-	4	(4)	-	29	(29)	-100%
Employee Benefit contributions - Administrative	271	491	(220)	1,865	3,434	(1,569)	-46%
Office Expenses	202	228	(26)	1,428	1,595	(167)	-10%
Legal Expense	-	13	(13)	131	88	43	49%
Training & Travel	-	27	(27)	21	191	(170)	-89%
Other	47	44	3	670	309	361	117%
<b>Total Operating - Administrative</b>	<b>5,271</b>	<b>5,233</b>	<b>38</b>	<b>34,008</b>	<b>36,629</b>	<b>(2,620)</b>	<b>-7%</b>
<b>Total Tenant Services</b>	<b>607</b>	<b>772</b>	<b>(165)</b>	<b>4,271</b>	<b>5,406</b>	<b>(1,135)</b>	<b>-21%</b>
Water	1,189	633	555	3,881	4,433	(552)	-12%
Electricity	254	188	66	1,336	1,317	19	1%
Gas	15	54	(39)	982	376	606	161%
Sewer	1,174	610	565	4,274	4,267	7	0%
<b>Total Utilities</b>	<b>\$ 2,632</b>	<b>\$ 1,485</b>	<b>\$ 1,147</b>	<b>\$ 10,473</b>	<b>\$ 10,393</b>	<b>\$ 80</b>	<b>1%</b>

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

	Current Month	Budget	Variance	Year to Date	Budget	Variance	Percent of Variance
Maintenance - Labor	\$ 868	\$ 905	\$ (37)	\$ 6,436	\$ 6,336	\$ 100	2%
Maintenance - Materials & Other	60	538	(478)	1,050	3,764	(2,714)	-72%
Maintenance and Operations Contracts	1,522	1,536	(14)	9,779	10,753	(974)	-9%
Employee Benefit Contributions - Maintenance	338	345	(7)	2,402	2,415	(13)	-1%
<b>Total Maintenance</b>	<b>2,788</b>	<b>3,324</b>	<b>(536)</b>	<b>19,666</b>	<b>23,268</b>	<b>(3,602)</b>	<b>-15%</b>
<b>Total Insurance Premiums</b>	<b>1,893</b>	<b>1,756</b>	<b>137</b>	<b>13,210</b>	<b>12,291</b>	<b>919</b>	<b>7%</b>
Other General Expenses	4,556	-	4,556	4,597	-	4,597	
Property Taxes	1,080	1,080	-	7,563	7,563	-	0%
Bad debt - Tenant Rents	-	72	(72)	2,115	505	1,610	319%
<b>Total Other General Expenses</b>	<b>5,636</b>	<b>1,153</b>	<b>4,483</b>	<b>14,275</b>	<b>8,068</b>	<b>6,207</b>	<b>77%</b>
Interest on Notes Payable	2,676	2,676	0	18,730	18,730	0	0%
Amortization of Loan Costs	271	271	0	1,895	1,895	0	0%
<b>Total Interest Expense and Amortization Cost</b>	<b>2,946</b>	<b>2,946</b>	<b>0</b>	<b>20,625</b>	<b>20,625</b>	<b>0</b>	
<b>Total Operating Expenses</b>	<b>\$ 21,772</b>	<b>\$ 16,669</b>	<b>\$ 5,104</b>	<b>\$ 116,529</b>	<b>\$ 116,680</b>	<b>\$ (151)</b>	<b>0%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ (1,688)</b>	<b>\$ 1,471</b>	<b>\$ (3,159)</b>	<b>\$ 10,659</b>	<b>\$ 10,299</b>	<b>\$ 361</b>	<b>4%</b>
Extraordinary Maintenance	-	-	-	3,065	-	3,065	
Depreciation Expense	13,459	13,459	0	94,211	94,211	0	
<b>Total Expenses</b>	<b>\$ 53,415</b>	<b>\$ 30,127</b>	<b>\$ 23,288</b>	<b>\$ 213,804</b>	<b>\$ 210,890</b>	<b>\$ 2,914</b>	<b>1%</b>
<b>Net Gain (Loss)</b>	<b>\$ (33,330)</b>	<b>\$ (11,987)</b>	<b>\$ (21,343)</b>	<b>\$ (86,616)</b>	<b>\$ (83,912)</b>	<b>\$ (2,704)</b>	<b>3%</b>

**Columbia Housing Authority  
Administration Revenue and Expense Summary**

	Total Adminstration	Year to Date Budget	Budget Variance	
Management Fee	\$ 178,460	\$ 195,151	\$ (16,692)	-9%
Asset Management Fee	8,400	8,400	-	0%
Book Keeping Fee	93,330	93,577	(247)	0%
<b>Fee Revenue</b>	<b>280,190</b>	<b>297,128</b>	<b>\$ (16,939)</b>	<b>-6%</b>
Interest Income	8,908	6,396	2,512	39%
Investment Income	476,219	447,439	28,781	6%
Other Revenue	244,738	221,170	23,568	11%
<b>Total Revenue</b>	<b>\$ 1,010,055</b>	<b>\$ 972,133</b>	<b>\$ 37,922</b>	<b>4%</b>
Administrative Salaries	488,296	475,333	12,963	3%
Auditing Fees	8,446	5,250	3,196	61%
Advertising and Marketing	338	598	(260)	-44%
Employee Benefits - Admin.	114,271	123,270	(8,999)	-7%
Office Expenses	62,404	60,736	1,668	3%
Legal Expense	22,603	1,167	21,436	1837%
Training & Travel	9,058	3,500	5,558	159%
Other	10,481	11,217	(736)	-7%
<b>Total Operating - Administration</b>	<b>715,897</b>	<b>681,070</b>	<b>34,827</b>	<b>5%</b>
Water	361	560	(199)	-36%
Electricity	2,678	2,100	578	28%
Gas	981	700	281	40%
Sewer	167	112	55	50%
<b>Total Utilities</b>	<b>4,187</b>	<b>3,472</b>	<b>715</b>	<b>21%</b>
<b>Total Maintenance</b>	<b>9,932</b>	<b>6,038</b>	<b>3,895</b>	<b>65%</b>
<b>Total Insurance Premiums</b>	<b>20,129</b>	<b>20,386</b>	<b>(257)</b>	<b>-1%</b>
<b>Total Other Expenses</b>	<b>44,969</b>	<b>42,876</b>	<b>2,093</b>	<b>5%</b>
Interest of Bonds Payable	184,448	187,747	(3,299)	-2%
Interest on Notes Payable	13,269	-	13,269	
<b>Total Interest/Amortization</b>	<b>197,717</b>	<b>187,747</b>	<b>9,970</b>	<b>5%</b>
<b>Total Operating Expenses</b>	<b>\$ 992,831</b>	<b>\$ 941,589</b>	<b>\$ 51,242</b>	<b>5%</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ 17,224</b>	<b>\$ 30,544</b>	<b>\$ (13,320)</b>	<b>-44%</b>
Extraordinary Maintenance	-	-	-	
Casualty Losses Non-capitalized	1,769	-	1,769	
Housing Assistance Payments	-	-	-	
97350 HAP Portability-In	-	-	-	
Depreciation Expense	15,907	4,153	11,754	283%
97500 Fraud Losses	-	-	-	
Capital Outlays	-	-	-	
<b>Total Expenses</b>	<b>\$ 1,010,507</b>	<b>\$ 945,742</b>	<b>\$ 64,765</b>	<b>7%</b>
<b>Net Gain (Loss)</b>	<b>\$ (452)</b>	<b>\$ 26,391</b>	<b>\$ (26,843)</b>	<b>-102%</b>

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

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Tenant Rental Revenue	\$ 207,170	\$ 1,079,027	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,883	\$ 8,610	\$ -	\$ -	\$ -	\$ -	\$ 1,310,690	\$ -	\$ 1,310,690
Rental Subsidies		1,427,105													1,427,105	(1,427,105)	
Vacancy Loss	(21,937)	(72,989)	-	-	-	-	-	-	-	-	-	-	-	-	(94,926)		(94,926)
Net Rental Revenue	185,233	2,433,143	-	-	-	-	-	-	15,883	8,610	-	-	-	-	2,642,869	(1,427,105)	1,215,764
Tenant Revenue - Other	6,394	38,418	-	-	-	-	-	-	-	-	-	-	-	-	44,811		44,811
<b>Total Tenant Revenue</b>	<b>191,627</b>	<b>2,471,560</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,883</b>	<b>8,610</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,687,680</b>	<b>(1,427,105)</b>	<b>1,260,575</b>
HUD PHA Operating Grants	295,738	-	5,613,525	61,216	41,898	207,952	-	101,030	-	-	-	-	-	-	6,321,358	-	6,321,358
HUD Voucher Admin Fees	-	-	697,535	-	-	-	-	-	-	-	-	-	-	-	697,535	-	697,535
Capital Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	178,460	178,460	(178,460)	-
Asset Management Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	8,400	8,400	(8,400)	-
Book Keeping Fee	-	-	-	-	-	-	-	-	-	-	-	-	-	93,330	93,330	(93,330)	-
<b>Total Fee Revenue</b>	<b>295,738</b>	<b>-</b>	<b>6,311,060</b>	<b>61,216</b>	<b>41,898</b>	<b>207,952</b>	<b>-</b>	<b>101,030</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>280,190</b>	<b>7,299,083</b>	<b>(280,190)</b>	<b>7,018,893</b>
Other Government Grants	-	-	-	-	-	-	83,697	-	427,043	-	-	-	-	-	510,740	-	510,740
Interest Income	8,401	22,372	3,363	-	-	-	-	-	314	7,433	-	12,639	4,857	1,648	61,028	-	61,028
Investment Income	-	-	-	-	-	-	-	-	-	-	-	-	465,983	-	465,983	(465,983)	-
Fraud Recovery	-	-	2,886	-	-	-	-	-	-	-	-	-	-	-	2,886	-	2,886
Other Revenue	46,843	92,632	9,049	517	-	-	-	-	33,426	1,353,500	206,468	-	222,014	22,724	1,987,174	(189,243)	1,797,931
Gain/Loss on Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 542,608</b>	<b>\$ 2,586,565</b>	<b>\$ 6,326,359</b>	<b>\$ 61,733</b>	<b>\$ 41,898</b>	<b>\$ 207,952</b>	<b>\$ 83,697</b>	<b>\$ 101,030</b>	<b>\$ 476,667</b>	<b>\$ 1,369,543</b>	<b>\$ 206,468</b>	<b>\$ 12,639</b>	<b>\$ 692,854</b>	<b>\$ 304,562</b>	<b>\$ 13,014,574</b>	<b>\$ (2,362,521)</b>	<b>\$ 10,652,054</b>
Administrative Salaries	28,661	158,345	170,366	30	2,001	2,618	640	-	30,124	-	-	30,883	264,067	193,346	881,081	-	881,081
Auditing Fees	2,439	45,092	24,004	-	-	-	-	-	2,593	33	-	-	2,792	5,653	82,606	-	82,606
Management Fee	38,720	148,753	138,648	-	1,092	-	-	-	875	430	-	-	-	-	328,518	(328,518)	-
Bookkeeping/LIHTC Asset Mgmt	5,993	38,810	86,655	-	683	-	-	-	-	-	-	-	-	-	132,140	(93,330)	38,810
Advertising and Marketing	28	-	200	-	-	-	-	-	521	-	-	-	169	169	1,087	-	1,087
Employee Benefits - Admin.	8,214	41,196	57,579	4	273	879	87	-	3,898	-	-	9,799	62,761	41,711	226,402	-	226,402
Office Expenses	7,807	40,796	49,213	410	1,442	2,765	400	1,706	7,285	-	105	1,528	29,569	31,307	174,335	-	174,335
Legal Expense	70	3,151	-	-	-	-	-	-	-	-	-	-	9,576	13,026	25,823	-	25,823
Training & Travel	95	705	1,345	-	-	-	-	-	177	-	-	-	4,149	4,909	11,379	-	11,379
Other	3,231	9,665	50,571	325	348	1,679	125	1,615	22,007	3,979	494	182	3,910	6,390	104,520	-	104,520
<b>Total Operating - Admin.</b>	<b>95,257</b>	<b>486,512</b>	<b>578,582</b>	<b>769</b>	<b>5,839</b>	<b>7,941</b>	<b>1,252</b>	<b>3,321</b>	<b>67,480</b>	<b>4,441</b>	<b>599</b>	<b>42,391</b>	<b>376,994</b>	<b>296,511</b>	<b>1,967,890</b>	<b>(421,848)</b>	<b>1,546,042</b>
Asset Management Fee	8,400	-	-	-	-	-	-	-	-	-	-	-	-	-	8,400	(8,400)	-
Tenant Services - Salaries	1,586	57,621	-	-	-	-	-	74,681	249,310	-	-	-	-	-	383,199	-	383,199
Employee Benefit - Tenant Serv.	121	17,264	-	-	-	-	-	21,609	58,373	-	-	-	-	-	97,367	-	97,367
Tenant Services - Other	5,066	52,183	668	-	39,088	-	-	-	110,319	-	-	-	-	-	207,324	-	207,324
<b>Total Tenant Services</b>	<b>6,773</b>	<b>127,068</b>	<b>668</b>	<b>-</b>	<b>39,088</b>	<b>-</b>	<b>-</b>	<b>96,290</b>	<b>418,002</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>687,890</b>	<b>-</b>	<b>687,890</b>
Water	16,653	70,923	541	-	-	-	-	-	-	-	-	-	180	180	88,477	-	88,477
Electricity	8,737	167,823	4,017	-	-	-	-	-	-	-	-	-	1,339	1,339	183,254	-	183,254
Gas	7,010	26,219	1,472	-	-	-	-	-	-	-	-	-	490	491	35,682	-	35,682
Sewer	17,073	56,773	251	-	-	-	-	-	-	-	-	-	84	84	74,265	-	74,265
<b>Total Utilities</b>	<b>49,474</b>	<b>321,737</b>	<b>6,280</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,094</b>	<b>2,093</b>	<b>381,679</b>	<b>-</b>	<b>381,679</b>

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

	Public Housing Projects	Affordable Housing Projects	Housing Choice Vouchers	Mainstream Vouchers	Emergency Housing Vouchers	Continuum of Care Vouchers	TBRA Vouchers	ROSS Grants	CHALIS	Columbia Community Housing Trust	Affordable Housing General Partners	Affordable Housing Development	CHA Business Activities	CHA Central Office	Subtotal	ELIM	Total
Maintenance - Labor	112,132	198,691	-	-	-	-	-	-	-	-	-	-	-	-	310,823	-	310,823
Maintenance - Materials	39,130	91,348	-	-	-	-	-	-	2,295	499	747	-	200	899	135,118	-	135,118
Maintenance Contracts	67,601	193,054	8,808	-	-	-	-	-	-	-	-	-	-	-	269,463	(6,977)	262,486
Employee Benefits - Maint.	32,006	64,711	-	-	-	-	-	-	-	-	-	-	-	-	96,716	-	96,716
<b>Total Maintenance</b>	<b>250,868</b>	<b>547,804</b>	<b>8,808</b>	-	-	-	-	-	<b>2,295</b>	<b>499</b>	<b>747</b>	-	<b>200</b>	<b>899</b>	<b>812,120</b>	<b>(6,977)</b>	<b>805,144</b>
Protective Services - Labor	15,378	3,137	-	-	-	-	-	-	-	-	77,183	-	-	-	95,697	-	95,697
Protective Services - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Benefit Contributions	3,775	785	-	-	-	-	-	-	-	-	18,909	-	-	-	23,470	-	23,470
<b>Total Protective Services</b>	<b>19,153</b>	<b>3,922</b>	-	-	-	-	-	-	-	-	<b>96,092</b>	-	-	-	<b>119,167</b>	-	<b>119,167</b>
Property Insurance	24,785	132,211	-	-	-	-	-	-	1,055	119	-	-	204	204	158,579	-	158,579
Liability Insurance	3,261	-	3,682	-	-	-	-	-	2,424	50	-	-	-	-	9,417	-	9,417
Workmen's Compensation	2,997	7,938	3,237	1	38	50	12	1,419	5,309	-	1,466	587	5,027	3,674	31,755	-	31,755
All Other Insurance	2,035	2,589	-	-	-	-	-	-	1,907	-	501	156	10,122	156	17,465	-	17,465
<b>Total Insurance Premiums</b>	<b>33,080</b>	<b>142,738</b>	<b>6,919</b>	<b>1</b>	<b>38</b>	<b>50</b>	<b>12</b>	<b>1,419</b>	<b>10,695</b>	<b>169</b>	<b>1,967</b>	<b>742</b>	<b>15,353</b>	<b>4,034</b>	<b>217,216</b>	-	<b>217,216</b>
Other General Expenses	34,315	12,748	3,709	-	120	-	-	-	285	9,248	166	-	44,466	503	105,559	(32,208)	73,351
Payments in Lieu of Taxes	12,661	84,841	-	-	-	-	-	-	1,588	861	-	-	-	-	99,952	-	99,952
Bad debt - Tenant Rents	2,535	6,954	-	-	-	-	-	-	-	-	-	-	-	-	9,489	-	9,489
<b>Total Other Expenses</b>	<b>49,511</b>	<b>104,544</b>	<b>3,709</b>	-	<b>120</b>	-	-	-	<b>1,873</b>	<b>10,109</b>	<b>166</b>	-	<b>44,466</b>	<b>503</b>	<b>215,000</b>	<b>(32,208)</b>	<b>182,792</b>
Interest of Mortgage Payable	-	188,987	-	-	-	-	-	-	-	-	1,896	-	184,448	-	375,331	-	375,331
Interest on Notes Payable	2,268	285,872	-	-	-	-	-	-	-	-	-	-	13,269	-	301,409	-	301,409
Amortization of Loan Costs	-	48,885	-	-	-	-	-	-	-	-	-	-	-	-	48,885	-	48,885
<b>Total Interest/Amortization</b>	<b>2,268</b>	<b>523,744</b>	-	-	-	-	-	-	-	-	<b>1,896</b>	-	<b>197,717</b>	-	<b>725,625</b>	<b>(465,983)</b>	<b>259,642</b>
<b>Total Operating Expenses</b>	<b>\$ 514,783</b>	<b>\$ 2,258,069</b>	<b>\$ 604,966</b>	<b>\$ 770</b>	<b>\$ 45,085</b>	<b>\$ 7,991</b>	<b>\$ 1,264</b>	<b>\$ 101,030</b>	<b>\$ 500,346</b>	<b>\$ 15,218</b>	<b>\$ 101,467</b>	<b>\$ 43,134</b>	<b>\$ 636,823</b>	<b>\$ 304,041</b>	<b>\$ 5,134,987</b>	<b>\$ (935,416)</b>	<b>\$ 4,199,571</b>
<b>Excess of Operating Revenue over Operating Expenses</b>	<b>\$ 27,825</b>	<b>\$ 328,496</b>	<b>\$ 5,721,392</b>	<b>\$ 60,964</b>	<b>\$ (3,188)</b>	<b>\$ 199,961</b>	<b>\$ 82,433</b>	<b>\$ -</b>	<b>\$ (23,680)</b>	<b>\$ 1,354,325</b>	<b>\$ 105,001</b>	<b>\$ (30,494)</b>	<b>\$ 56,030</b>	<b>\$ 521</b>	<b>\$ 7,879,587</b>	<b>\$ (1,427,105)</b>	<b>\$ 6,452,482</b>
Extraordinary Maintenance	12,497	51,179	-	-	-	-	-	-	-	-	-	-	-	-	63,676	-	63,676
Housing Assistance Payments	-	-	5,672,293	54,085	63,516	199,961	82,433	-	-	-	-	-	-	-	6,072,287	(1,427,105)	4,645,182
Depreciation Expense	96,805	1,167,642	11,904	-	-	-	-	150	10,158	1,980	-	-	15,559	349	1,304,546	-	1,304,546
<b>Total Expenses</b>	<b>\$ 653,116</b>	<b>\$ 3,476,890</b>	<b>\$ 6,289,163</b>	<b>\$ 54,855</b>	<b>\$ 108,601</b>	<b>\$ 207,952</b>	<b>\$ 83,697</b>	<b>\$ 101,180</b>	<b>\$ 510,504</b>	<b>\$ 17,198</b>	<b>\$ 101,467</b>	<b>\$ 43,134</b>	<b>\$ 652,382</b>	<b>\$ 306,158</b>	<b>\$ 12,606,296</b>	<b>\$ (2,362,521)</b>	<b>10,243,775</b>
<b>Net Gain (Loss)</b>	<b>\$ (110,507)</b>	<b>\$ (890,325)</b>	<b>\$ 37,196</b>	<b>\$ 6,879</b>	<b>\$ (66,704)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (150)</b>	<b>\$ (33,838)</b>	<b>\$ 1,352,345</b>	<b>\$ 105,001</b>	<b>\$ (30,494)</b>	<b>\$ 40,471</b>	<b>\$ (1,596)</b>	<b>\$ 408,278</b>	<b>\$ -</b>	<b>\$ 408,278</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: CEO

To: CHA Board of Commissioners

From: CEO & Staff

CHA Board of Commissioners Meeting Date: September 8, 2022

Re: Budget Policy Example Report

## Executive Summary

This report provides an overview of CHA's current budget schedule and provides a budget policy example that the CHA CEO obtained at a budget training.

## Discussion

The CHA Board of Commissioners directed the CHA CEO to work with staff to develop a budget policy for CHA. The CHA CEO obtained a sample budget policy while attending a HUD training. The sample policy is attached and included within this report. CHA is currently undergoing its annual process and several steps underway align with the sample policy including meeting with department directors and program staff, identifying goals for the year, analyzing revenue and expenditure budget assumptions, and preparing a comprehensive document for the board and broader agency.

The sample budget policy provides a framework that could assist CHA in formalizing its budget practices into policy. CHA staff recommends completing the FY 2023 budget process and re-evaluate formalizing its practices in early 2023.

CHA's current budget schedule is as follows:

### 2023 Budget Schedule

- 7/14/22: Review of Draft 2023 Budget Schedule with Senior Staff and Discussion of Budget Priorities
- 7/25-8/12: Finance works on agency wide assumptions and prepares spreadsheets
- 8/12: CEO and Finance review of budget assumptions and methodology
- 7/23-8/12: PHA Budgets (HCV budget & COCC/CHA BA/CHA AHD/HR/IT) – Dept Managers provide their budget requests to Finance
- 8/22-8/24: Individual meetings with Laura/property managers & Greg/maintenance
- 8/25-8/26: Individual meetings with Dept Managers (HCV/COCC/CHA BA/CHA AHD/HR/IT)
- 9/6 -9/9: CFO, Individual Dept. Directors provide overview of priorities/changes from last year to CEO
- 9/19: 45-day public posting period - Post PHA Budget first Draft & send out to RAB
- 9/20: Updates due to Debbi for draft.
- 9/27: Review PHA first Draft with CEO.
- 9/29: Resident Services Budget Discussion with CEO, Present PHA Budget Draft to the RAB
- 9/30: Review RAB comments with Randy and update budget.





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- 10/7: Send out first draft budget to the Board and Resolution to the Board to approve the 2023 LIHTC Budget for MHDC submissions
- 10/12: Review first draft budget with the Board
- 11/2: Review final PHA draft with Randy.
- 11/4: Send PHA Budget to the Board for approval, Resolution to the Board to approve the 2023 PHA Budget for HUD submission
- 11/9: Board Approves final PHA budget
- 11/15: Submit approved 2023 budgets to MHDC
- 11/15: Submit approved 2023 budget to HUD

## Suggested Commission Action

Review and consider the report.

# Example – PHA Operating Budget Policy

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## Purpose

This policy ensures the Anywhere Housing Authority (AHA) properly prepares, implements and monitors the budgeting process for all programs administered under the agency. Due to funding constraints and various program requirements, budgets are necessary in order to determine how well a particular program is expected to perform during the fiscal year. The budgeting process is a necessary operation for ensuring that the various programs will be able to operate given the revenue streams.

## Initial Budget Preparation and Approval

1. Annual budgets will be prepared for each public housing project, the central office, the Housing Choice Voucher Program and any other significant program. The HCV budget will consist of two distinct budgets, a HAP funding budget and an administrative fee budget.
2. The annual budget is prepared under the supervision of the central office staff with input from program staff. All project and program managers will be involved in the preparation of the annual budget and revisions as required.
3. Budget meeting(s) will be conducted each year with all applicable staff. The purpose of the budget meeting(s) is to outline the financial and operational goals of each project and program and to provide the budget assumptions to be used in the budgeting process.
4. Goals and other major budget assumptions will be documented and will be provided as part of the budget (see budget package).
5. Pursuant to adequate funding by HUD, the agency will seek to establish a balanced budget that meets the needs of the agency and is financially responsible. However, the agency is allowed to prepare and approve a budget(s) where expenses will be funded through the use of reserves or other non-traditional funding sources.
6. The annual budget is submitted to the Board of Commissioners for approval and adoption.
7. As required under HUD's annual contribution contract, AHA may not incur any operating expenses, except pursuant to an approved operating budget.

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## Budget Process

1. Approximately 90 to 120 days prior to the beginning of the fiscal year, all individuals involved in the budgeting process will hold internal budget meetings to discuss the needs and expected income of each program, department, and property, culminating in draft budgets.
2. Approximately 60 days prior to the beginning of the fiscal year, senior central office staff will meet to finalize all budgets and prepare the budgets for presentation to the Board of Commissioners.
3. The budgets will be approved by the Board of Commissioners no later than September 30<sup>th</sup> of the year prior to the budget year. For example, the 2021 budget must be approved September 30<sup>th</sup>, 2020. *(This example is for a 9/30 fiscal year end entity)*
4. The budget template used by the agency will be provided by Finance and will meet both the agency's and HUD's requirements. Specifically,
  - a. The operating budgets will include estimates of all revenue and expenses that support project and program operations, including transfer of funds and use of operating / program reserves.
  - b. The operating budget will also show the receipt or use of funds that are not technically defined as a revenue or expense under generally accepted accounting principles (GAAP), such as principal payment on debt.
  - c. The budget line items will be easily cross-walked and referenced to the chart of accounts and HUD's financial data schedule.
  - d. The budget line items will be shown both in whole dollars and per unit month (PUM) amounts.
  - e. The budget line items shown in the budget must be detailed enough to allow for proper financial monitoring.
  - f. Annual budgeted amounts are to be budgeted based on the month the revenue or expense is expected to occur.
5. Finance will maintain and monitor all financial transactions to assure that actual income and expenses are coded to the appropriate line item of the appropriate budget.

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## Budget Package

1. As part of the budget process, AHA will create, provide and archive each annual budget. The budget is comprised of the following items:
  - Operating Budget
  - Budget Justification and Assumptions
  - Supporting Schedules and Calculations
    - Schedule of Positions and Salaries
    - Calculations Supporting Other Major Revenue and Expense Items
    - Schedule of Nonroutine Expenditures and Initiatives
  - Board Resolution Approving the Budget

## Approval to Incur Costs

2. The approved operating budget provides authority to incur necessary and reasonable expenses limited to the amount shown on the budget and as directed via the documented budget goals and assumptions.
3. Expenses that are not budgeted may be incurred for emergencies to eliminate serious hazards to life, health and safety.
4. Authority to incur costs above the approved budgeted line item amount is allowed only if the cost is in compliance with AHA's budget revision policy.

## Budget Revisions

1. Since operating budgets are based on estimates and assumptions, the Board of Commissioners will from time to time amend and approve the budget to authorize changes to revenue and expenses (budget revision).
2. LHA may only incur costs or use funds as allowed under the "Approval to Incur Costs" section of this policy.
3. The following provides the requirements on when a budget revision is and is not required.
  - a. Revenue and Other Sources of Funds. With the exception of transfers of monies, including Capital Funds transfer to operations and the use of reserves that are above the initially budgeted amount, no budget revisions are required for any revenue item regardless of amount.
  - b. Expenses and Other Uses of Funds. A budget revision will only be required for expenses or other uses of funds when the actual incurred cost is greater than the

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- approved annual budgeted amount for each budget line identified as “Significant” and the variance is greater than 2%.
- c. Emergencies. A budget revision is required for an emergency. The operating budget will be revised and will be presented to the Board of Commissioners for approval as soon as possible to reflect costs associated with unbudgeted expenses associated with an emergency.
  - d. Material Financial Impact/Significant Transactions. Regardless of the amount, the Board of Commissioners will amend and approve the budget for any item, transactions, etc. that may materially impact the financial feasibility of the project or program, including when a program or project has been budgeted at a profit but will likely incur a loss.
4. The agency is not limited to amending and approving budgets for other reasons.

### Monthly Financial Monitoring and Reporting

1. The annual budgets are prepared and approved prior to the beginning of the fiscal year.
2. The following reports will be prepared monthly by finance and provided monthly to senior central office staff, project and program managers and the Board of Commissioners:
  - a. Budget to Actual Revenue and Expenses. The report will reflect actual vs. budgeted amounts with the variance (in dollars and percent) for both the individual month and also the cumulative year to date. This report will also include per unit month (PUM) information. The report enables management to correct any operating deficiencies as well as revise forecasts as needed.
  - b. Statement of Net Position. The report will reflect the assets and liabilities of the project or program at the end of each month and enables management to determine the overall financial condition of the respective project or program.
  - c. Cash Position. The report provides cash balances as reported in the agency’s various banks statements enabling management to monitor the agency’s cash position.
3. Central office staff will meet monthly with project and program managers to review the monthly financial reports, discuss material variance (and action taken (if any) on prior monthly corrective action), and determine if corrective action needs to be taken.



# Packed City Council agenda tackles budget, fee increases, homelessness

- [BY EJ HAAS](#)
- Aug 13, 2022

The Columbia City Council will take up a proposed water rate increase Monday that would raise the base fee 10% and bump it to 30% for some residents, based on the season and usage.

Council members will also hear from the Columbia Housing Authority about plans for a homeless service center, review upgrades to the McBaine Treatment Plant and vote on fee increases for city Parks and Recreation facilities.

The meeting will be the first council meeting for Third Ward council member Roy Lovelady, who was [sworn in Saturday](#).

Also on Saturday, the council appointed Fifth Ward council member Matt Pitzer as the acting mayor pro tempore. Pitzer stepped into the role for Second Ward council member Andrea Waner, the current mayor tempore, who is out on leave.

During its pre-council work session Monday, the council will receive a presentation from city staff about improving internet access and affordability in Columbia. City staff have

identified two grants for the improvement of broadband access, according to a staff slideshow.

## Homelessness

The Columbia Housing Authority will update the council on its Comprehensive Homeless Service Center Plan at the meeting.

The plan, which has been in the works for six months, would develop a center to provide food, supportive services and shelter, including permanent supportive housing, for the homeless. Homelessness in downtown Columbia has recently seen a [renewed interest from the council and members of the public](#) alike.

In July, the Downtown Community Improvement District [sent a letter to the council](#) requesting that use of Wabash Bus Station as a heating and cooling center be limited. Nickie Davis, executive director of The District, also told the council the station was not an “acceptable place for long-term camping and sheltering” at its July 18 meeting.

This came after Gov. Mike Parson signed a bill June 29 that requires police to enforce a ban on homeless people sleeping in public, [according to previous Missourian reports](#).

Communities that do not comply with the law could jeopardize any state funding they receive for homeless services and programs.

## Water treatment plant upgrades

The council has scheduled a public hearing for upgrades to the McBaine Water Treatment Plant that are expected to restore the plant’s capacity to treat 32 million gallons of water daily. Upgrades include replacing plant equipment, improving filtration performance and rehabilitating the building for more efficiency.

The project is estimated to cost \$21.5 million. [Some residents have raised concerns](#) about the chloramine disinfection process the city uses. [Julie Ryan and Marie Brown of the COMO](#)



[Safe Water Coalition](#) have argued that repairs should have been made years ago to ensure maximum safety and efficiency.

“The plans for the plant won’t restore it to its former glory and even more important, won’t allow it to be the safest and best plant it can be,” the two women wrote in a letter to the editor at the *Missourian*.

“All because so much time was wasted, making it cost more to do the right thing.”

## Fee increases and the budget

City staff have recommended an increase in water utility rates by 10% for base fees and up to 30% for certain residential tiers, based on the season and usage. There is also a proposed 15% increase to commercial water utility fees.

Some residents have urged the council to increase fees [based on the cost of service for a ratepayer](#) rather than the tiered percentages based on usage that are proposed.

The council will also review a boost in daily admission fees at the Activity and Recreation Center (ARC), which are declared to be below the market value. This comes amid the opening of several new facilities that offer fitness equipment and classes, while the ARC has struggled to stay competitive with its admission fees.

In addition to raising the weekly fee for the Camp CoMo Kidz day camp from \$125 to \$135 and increasing baseball field rentals, the proposed fee increases would generate an extra \$25,000 for the city’s Park Sales Tax Fund.

The council will also discuss the fiscal year 2023 budget at the meeting, with the first of three public hearings scheduled.

The council held a work session on the budget Saturday morning. The final budget is expected to be approved in September, taking effect Oct. 1.

## Virtual participation

City Manager De'Carlon Seewood will present a report on virtual participation on commissions, boards and task forces.

[Discussion surrounding virtual participation](#) in meetings has been ongoing, as council members and members of the public have voiced support for broadening access and participation.

# Columbia City Council takes public feedback on proposed budget

by Michael Adkison

Monday, August 15th 2022



Council receives a briefing from Columbia Housing Authority. Not part of the budget, but Randy Cole tells council CHA would use funding for several projects.

COLUMBIA — The Columbia City Council held the first of its planned three public hearings on the proposed Fiscal Year 2023 budget for the city.

A handful of public residents of Columbia voiced concerns over some aspects of the budget. Some city commissioners requested more funding from the city within the budget.

"The city does not completely fund anyone to do anything," Councilman Nick Foster noted at one point. "But the money that they do fund is leveraged against other opportunities for development for revenue from individuals, local businesses, foundations, and so forth. And one of the things that's helpful to point to is the city's investment."

Yet much of the discussion on Monday night was between council members themselves. After work sessions and other city council meetings, the council appeared at times divided on what the budget should look like.

The proposed budget plans for about \$470 million in revenue, with nearly \$525 million in expenditures, of which \$32 million comes from new spending proposals.

Councilwoman Pat Fowler, at times, said she didn't feel the budget went far enough in coverage for Columbia.

This budget, notably does not include funding from the American Rescue Plan Act, which the council says will be discussed at a later time.

The last two public hearings on the budget will be held on September 6 and September 19; after the September 19 hearing, the council plans to vote on the proposal.



# City Council reviews broadband grants, homeless service center plan

- [VALERIE NAVA AND CLAUDIA LEVENS](#)
- Aug 16, 2022

## Correction

A former version of this story misidentified the main group overseeing operations at the Opportunity Campus.

The Columbia Housing Authority updated the Columbia City Council on its Comprehensive Homeless Service Center Plan at the council's regular meeting Monday.

The plan, which has been in the works for six months, includes the Voluntary Action Center's Opportunity Campus and CHA's plan for a permanent supportive housing project at Park Avenue.

The Opportunity Campus plan would develop a resource hub and a permanent space for Room at the Inn, Turning Point, Voluntary Action Center (VAC), and Loaves and Fishes to collaborate. Each of these groups support single, homeless adults, a group identified as needing extra support by the city's original request for proposal for the Opportunity Campus.

The proposed 75-bed low-barrier shelter, which could expand up to 100 beds, would also provide food, mail services, showers, laundry, restrooms, internet and other supportive services that would enable people to stabilize themselves, including paths to permanent supportive housing, according to the presentation.

It would create a permanent, year-round location for Room at the Inn, which would provide overnight shelter 365 days a year, as well as resource centers for Turning Point and VAC. Loaves and Fishes would provide meals on site.

“We know in order for people to be able to get off the street, get a better position in life, get better housing, they need support services,” said Columbia Housing Authority (CHA) CEO Randy Cole. “If we don’t have enough supportive services, people can slide back into homelessness and be prevented from getting market-rate housing.”

Cole said the opportunity campus would be “the hub to bring more of these supportive services together.”

Since its last report in late July, the collaborative group working on the Opportunity Campus has met multiple times a month to review existing data on homelessness in Columbia and determine what services to provide and how to provide them, Cole said during the presentation.

The group has conducted far-reaching public outreach throughout the city, including populations CHA serves and homeless encampments, to determine what services should be provided to best increase the community’s ability to support single, homeless adults, he said.

They’ve traveled to visit and tour other communities’ homeless service facilities. They’ve identified properties to use and have created operational and financial plans.



Cole also presented CHA's plan for the Park Avenue permanent supportive housing project. He said the property currently holds 70 units, which they hope to rebuild to contain 79, 22 of which will be for for single, homeless adults.

"We need to expand our footprint as a community in terms of more affordable housing," Cole said. The first step, he said, is to ensure the city preserves what it already has. The Park Avenue property is the city's longest tenured affordable housing in our community, he said.

Drawing from public input obtained from residents on site, CHA hopes to implement new energy efficient housing, including a community garden space, a facility for programming and services, and to expand the local supportive service providers they work with. He said the only negative comment they received from current residents was 'why hasn't this happened yet.'

For the Park Avenue project, Cole said CHA would use some of its private equity but will also request \$2 million in city American Rescue Plan Act (ARPA) funds, \$5 million from the county's ARPA bucket and \$12 million from the state.

Cole suggested the council pass an amendment to ensure closing on the property and proper zoning can be achieved, to ensure financing mechanisms are in place, to further refine the management structure and to ensure the city commits to financially supporting the projects in the coming years.

Cole also asked for the city to enable CHA to hire additional staff, since the authority is currently operating at 84% of what it takes to staff the section eight program, said Cole.

First Ward council member Pat Fowler expressed appreciation for Cole and the CHA's dedication to addressing housing and homelessness issues, which have been especially relevant to her constituency and have received immense public engagement over the past year.

She also questioned whether the projects conflict with a state law passed in late June that requires police to enforce a ban on homeless people sleeping in public, according to previous *Missourian* reporting. Communities that do not comply with the law could jeopardize any state funding they receive for homeless services and programs.

While Cole was unsure whether there'd be an issue, City Counselor Nancy Thompson said the city would be fine as long as it doesn't pass a policy preventing police from enforcing the ban.

"As long as we're careful in the way we handle ourselves, we'll be okay," Thompson said, though she stipulated she's still waiting for additional guidance to be handed down from the state in the future.

Fourth Ward council member Nick Foster asked whether the Opportunity Campus's focus on single, homeless adults would hinder families' abilities to obtain support.

Cole pointed to services like Love Columbia and Salvation Army Harbor House, which are more geared toward families.

City staff comments on the recommendations are due back to CHA by Aug. 31 and a final report will be submitted by Sept. 30.

## Broadband grants

The Broadband Business Planning Task Force discussed improving and expanding internet access in Columbia at the pre-council work session Monday. Andy Wyatt, grant administrator for the city, identified and presented two broadband grant opportunities to the council.

The grants are the Missouri Broadband Infrastructure Grant, which has a budget of \$100,000 to \$10 million over a project period of four years, and the Middle Mile Broadband Infrastructure Grant, which has a budget of \$5 million to \$100 million over a project period of five years and a 30% cost sharing match.

The city's deadline to submit applications for each grant is Sept. 29 and 30, respectively.

The city would need to partner with a service provider to successfully submit the broadband grant applications before the deadline, according to the discussion.

Mayor Barbara Buffaloe and City Manager De'Carlton Seewood expressed doubt about the success of the grant applications and whether the city qualifies for the funds, as there is currently no data available to the city that show areas in need for broadband, Seewood said.

"We need to go ahead and try. We should pick a partner that we think would work well for us and try," council member Betsy Peters said.

## EquipmentShare

EquipmentShare presented its Chapter 100 application for tax abatement to the council during the pre-council work session. The company is intending to build a corporate campus in front of Interstate 70 and bring new jobs to Columbia. EquipmentShare is applying for a 75% abatement of the personal property taxes on their investment in constructing this project.

Buffaloe expressed excitement about the potential of the project in offering new jobs and retaining high school and college graduates in Columbia.

Fowler said she is not in favor of the project until a performance agreement is available for review "to know how beneficial this project will be for vulnerable members of the community."

## Virtual participation

The council heard a report from city staff regarding the expansion of virtual participation in board and commission meetings. The council voted in June to extend the virtual

participation trial program for the Disabilities Commission, which requested all boards and commissions allow virtual attendance.

The cost of the virtual participation program was estimated to be around \$40,860 “due to several staff members being on multiple boards,” said Mark Neckerman, the city's interim IT director.

He added that conference room equipment is expected to cost around \$33,500 and that money could be saved by moving some meetings to the council chamber.

Fowler and Buffaloe raised concerns that were less focused on expenses than on accessibility with regards to time.

“How do we get from a place where we're not narrowing the participation of our residents or community members into business days?” Fowler asked. “How do we broaden this out so that these boards and commissions can operate at a time when their members can attend, and the public can attend?”

Buffaloe asked for the staff's plan moving forward, and Neckerman said the next step is purchasing Zoom licenses for board and commission staff members.

“So one of the things that we'll bring forward is a budget amendment for purchasing a license and a budget amendment,” Neckerman said.

